

Town of Drumheller COUNCIL MEETING AGENDA

July 18, 2011 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



Page

1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

- 3 2.1 Letter from Hon. Hector Goudreau, Minister of Municipal Affairs presenting the
Town of Drumheller with the Municipal Safety Recognition Award

3.0 PUBLIC HEARING

- 4 3.1 The purpose of the public hearing is to consider Bylaw 12.11 being an amendment
to the Land Use Bylaw 10.08 to provide the addition of tourist dwelling as a
discretionary use within the SCR - Suburb Community Residential district and
modifications and additions to the regulations regarding signs within the Town of
Drumheller.

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

- 5-12 5.1.1 Regular Council Meeting Minutes of June 20, 2011
13-14 5.1.2 Special Council Meeting Minutes of June 27, 2011

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

- 15-21 5.2.1 Municipal Planning Commission Meeting Minutes of June 9, 2011
22-27 5.2.2 Municipal Planning Commission Minutes of June 23, 2011

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

- 6.1 STARS Presentation

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.2. Director of Infrastructure Services

8.3. Director of Corporate Services

- 28-29 8.3.1 RFD - Town of Drumheller Auditor Award
- 30-31 8.3.2 RFD - Listing of Outstanding Receivables
- 32-33 8.3.3 RFD (Direction) - Sandstone Manor Tax Cancellation
- 34-35 8.3.4 Capital Financing Strategy Discussion / Direction
- 36-40 8.3.5 RFD - Photocopier Replacement

8.4. Director of Community Services

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

- 41-46 9.1 CAO's Quarterly Report to June, 2011
- 9.2 Director of Infrastructure Services' Quarterly Report to June, 2011
- 47-51 9.3 Director of Corporate Services' Quarterly Report to June, 2011
- 52-60 9.4 Director of Community Services' Quarterly Report to June, 2011

10.0 PUBLIC HEARING DECISIONS

- 61-70 10.1 Bylaw 12.11 being a bylaw to amend the Land Use Bylaw 10.08 - second and third readings

11.0 UNFINISHED BUSINESS

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

- 14.1 Personnel Matter



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Dunvegan - Central Peace

Agenda Item #2.1
JUL 08 2011

AR50837

June 13, 2011

His Worship Terry Yemen
Town of Drumheller
703 - 2 Avenue West
Drumheller, AB T0J 0Y3

Dear Mayor Yemen:

Alberta Municipal Affairs and the Safety Codes Council would like to thank you for your commitment to Alberta's safety system by presenting your municipality with the Municipal Safety Recognition Award.

The award was established in 2003 to recognize municipalities that have achieved significant milestones in their accreditation histories. Accredited municipalities assume an important role under the *Safety Codes Act*, and we appreciate the excellent services you provide to Albertans.

The safety of all Albertans is the most important priority of the relationship that has evolved between the Government of Alberta, the Safety Codes Council and Alberta's accredited municipalities. We thank you for your dedication, and we look forward to continuing to work with you in promoting the highest possible level of safety in Alberta communities.

Congratulations on this milestone in your municipality's history.

Sincerely,

Hector Goudreau
Minister of Municipal Affairs
Dunvegan-Central Peace

Robert Blakely
Chair, Safety Codes Council

Attachment: Certificate

cc: Honourable Jack Hayden, MLA, Drumheller-Stettler

104 Legislature Building, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

P.O. Box 1054, 035- 1 Avenue SW, Falher, Alberta T0H 1M0 Canada Telephone 780-837-3846 Fax 780-837-3849
Toll Free From All Areas 1-866-835-4988

Town of Drumheller

Agenda Item # 3.1

NOTICE of PUBLIC HEARING FOR BYLAW 12-11 PROPOSED AMENDMENT TO LAND USE BYLAW NO. 10-08

DATE: July 18, 2011

TIME: 4:30 p.m.

PLACE: Town of Drumheller Council Chambers, Drumheller, Alberta

PURPOSE: The purpose is to consider amendments to Land Use Bylaw No.10-08 to provide the addition of Tourist dwelling as a discretionary use within the SCR – Suburb Community Residential district and modifications and additions to the regulations regarding signs within the Town of Drumheller as follows:

1. **The addition of definitions for the following uses in Part 1 (2) Definitions:**
Illuminated Sign, Banner Sign and Wall Sign
2. **Addition of “Tourist Dwelling – with appropriate water and sanitary systems” as a discretionary land use in Part VI Land Use Districts SCR – Suburb Community Residential district.**
3. **Amendment of the definition for “Portable Sign” in Part I (2)**
4. **Amendment of Part V Enforcement and Administration to provide clarification on offences and enforcement abilities.**
5. **Amendments to Part VII Section 81 – Signs to provide textual clarification of the requirements for these uses in the Town of Drumheller.**
6. **The addition of Section 81 (12) Illuminated Signs to provide clarification on regulations and requirements.**

PRESENTATION: Oral and written comments and suggestions are invited and should be addressed to the point of the proposed amendment. They may be made by any person or group of persons or a person acting on his/her or their behalf, who claims to be affected by the proposed amendment, and by any other persons that the Council wishes to hear at the hearing. If you are not able to attend the hearing, written submissions may be made by the persons above, and may be received in the Town of Drumheller office by 3:00 P.M. on July 18, 2011. Oral presentation may be made at the hearing by the persons above. The time limit of oral presentations is subject to the direction of the Chairperson.

DOCUMENTATION: Copies of the proposed amendment to Land Use Bylaw No. 10-08 are available for public inspection at the Town of Drumheller office during regular office hours.

This notice is given pursuant to Sections 606 and 692 of the Municipal Government Act.

First Publication: July 6, 2011

Second Publication: July 13, 2011
The purpose of this notice is to consider Bylaw 12.11 being an amendment to the Land Use Bylaw 10.08 to provide the addition

**Town of Drumheller
COUNCIL MEETING
MINUTES**

June 20, 2011 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Andrew Berdahl arrived at 5:18 PM

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 MAYOR'S OPENING REMARK

- 2.1 Mayor T. Yemen presented a letter from Town of Three Hills advising that a meeting will be arranged with the Town of Drumheller, Town of Three Hills and Kneehill Regional Water Services Commission to discuss the feasibility of an expanded regional water system.
- 2.2 Mayor T. Yemen presented a letter from the Solicitor General's Office advising that the Town will receive a payment of \$263,456 for the 2011-12 Municipal Policing Assistance Grant.
- 2.3 Summer Calendar 2011
MO2011.209 Shoff, Zariski moved to cancel the Regular Council Meetings of July 4, 2011, August 2, 2011 and August 29, 2011 and the Council Committee Meetings of July 11, 2011 and August 8, 2011.

Carried unanimously.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2011.210 Shoff, Stanford moved that the agenda be adopted as presented. Carried unanimously.

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Regular Council Meeting Minutes of June 6, 2011

MO2011.211 Shoff, Hansen-Zacharuk moved that the regular Council Meeting Minutes of June 6, 2011 be adopted as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission Minutes - May 26, 2011

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Fund Raising Committee

Jeff Hall advised that the fundraising campaign as prepared by Nine Lions Consultants is progressing on schedule. He stated that the Cabinet is in the "quiet phase" of the campaign meeting with potential larger donors. Their efforts will soon focus on Calgary prospective groups. He noted that 70% of the "family" (those individuals closest to the campaign) have either donated or pledged an amount towards the facility. Once the family commitments have reached 100% the Cabinet will move forward with a public announcement - more mails outs and public information to go out at this time. The launching of the public campaign will coincide with the grand opening. He stated that there will be a recognition wall inside the facility however the logistic of where it will be located has not been finalized. Council thanked J. Hall for his efforts and commitment to the Cabinet and requested updates on a quarterly basis.

6.2 Drumheller Valley Buying Group –

Leanna Mohan and Ray Telford provided an update on the DMO (Destination Marketing Organization) as follows:

L. Mohan provided the names of the research group: Linda Digby, Atlas Coal Mine, Kathy Little, Chamber of Commerce & World's Largest

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Dinosaur (WLD), Scott Westman, Dinosaur Trail Golf & Country Club, Heather Little, Rosebud, Dan Sullivan, Canalta, Ray Telford, Town of Drumheller, Leanna Mohan, Royal Tyrrell Museum

L. Mohan stated that based on information gathered from their meetings with other communities and the needs of Drumheller's group, the DMO should accomplish the following tasks:

- Destination awareness marketing.
- Assemble ad buys
- Attend travel Trade shows
- Develop marketing pieces, and distribute to VIC's
- Act as a tourism / marketing resource for local businesses
- Market research
- Community relations
- Manage the traveldrumheller.com website
- Travel Alberta contact, and TDR applications
- In the future, look at a central booking system, and marketing to tour operators and international visitors.

She stated that for now, the main purpose is to increase visitation to Drumheller, and remain a sustainable organization. She further stated that it is recommended that the DMO be operated from the World's Largest Dinosaur and that a board be set up with representation from tourist attractions, one from campgrounds, one from downtown businesses, the Town and Chamber. It is proposed that funding for the DMO be provided from the DMF (Destination Marketing Fund), marketing projects, a reallocation of existing funds from the Town and the Chamber, and by charging for services provided. This would allow businesses to be involved as much or as little as they wish.

L. Mohan provided a list of the next steps:

- Put an ad out for a Destination Marketing Manager in August, for an October hire with funds coming from the Town and Chamber.
- Have a public meeting in September. Invite all the stakeholders in the community to share what we've learned, take their input, and come up with final recommendations.
- Biggest thing is to get everyone on board and make tourism a #1 priority.

Council thanked Leanna and Ray for their presentation.

6.3 Policing Committee and Staff Sgt. Art Hopkins presenting the Annual Policing Plan

Fred Makowecki (Chair), Colin Kloot (public at large) and Jeff Collins (Village of Delia) were in attendance representing the Policing Committee. F. Makowecki advised that the Policing Committee will be celebrating their 3rd anniversary of formation. Their membership is comprised of both rural and urban representation, with one

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representative each from the Villages of Carbon, Delia and Munson. He stated that its composition reflects the area of coverage for the RCMP detachment and the committee composition is unique in the Province. He explained that the Committee receives direct input from the public on policing priorities. In 2010, the Committee held a public consultation in the development of the RCMP plan. The Committee was successful in putting forward a resolution on distracted driving which was passed at the conference. They are currently working on the recovery of 911 fees on cell phone bills and that motion was accepted this past year. F. Makowecki stated that he was nominated to the Alberta Association of Police Governance.

Staff Sgt. Art Hopkins stated that he appreciates the work of the Policing Committee and their input into policing priorities.

Councillor A. Berdahl arrived at 5:18 PM.

Staff Sgt. Hopkins stated that he takes the concerns from the Policing Committee and assigns the appropriate resources. This past year policing priorities were identified as follows: 1) frauds; 2) thefts - car thefts and thefts of items within cars have increased, 3) distracted driving; and 4) Penitentiary Program – before assigning a member to the Penitentiary there was a wide variety of crimes occurring in the Penitentiary with very few files recognized in the judicial system. Since the Penitentiary/ RCMP partnership was formed in 2007, the number of files with charges has been increasing each year. In 2010/11, there were 308 investigations at the Penitentiary with 99 resulting in charges being laid and 157 charges cleared (a clearance rate of 86% in the last year). He stated that the Town is lobbying the Province / AUMA for this position to be funded provincially or federally rather than municipally. The position serves a valuable purpose as the efforts to date show a significant decrease in the violence and reduction in drugs at the Institution. He further stated that for the first time in history, a recent urine sample testing recorded a zero percent of illicit drugs in the inmates' urine.

Councillor Jay Garbutt stated that although the Penitentiary Program has proven to be beneficial, he did not feel that the residents of Drumheller should be paying for a member at the Institution and concurred that lobby efforts should continue in this regard.

Staff Sgt. Hopkins stated that Drumheller has been selected to be associated with the Duke of Edinburgh's Awards which is a self directed development program for young Canadian age 14 to 25. He stated that this is a worldwide recognized program and more information will be brought forward.

Staff Sgt. Hopkins concluded by stating that overall crime in Drumheller from 2007 to current has gone up by 4% which equates to 200 files in four years. He stated that the detachment is seeing an increase in the demands for public relations which are not reflected in the stats. He further noted that the detachment is regularly not up to strength (part of the norm in other communities as well).

Council thanked Staff Sgt. Hopkins and Fred Makowecki for their presentation. They requested quarterly reports from the Staff Sgt.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.1.1 Updated PTMA Fire QMP

R. Romanetz advised that the Petroleum Tank Management Association's (PTMA) general objective is to provide programs and initiatives to enhance the good management of petroleum storage tank systems in Alberta. He stated that the PTMAA's mandate is set in accordance with various legislative instruments and an agreement with the Minister of Alberta Municipal Affairs sets the responsibility they take on at the provincial level for the removal, installation and operation of petroleum storage tank systems. Currently, the Town of Drumheller's petroleum storage tank systems are administered under the Town's Quality Management Plan through Part IV of the Fire Code. If Council agrees to the removal of this clause, the Fire Chief will no longer have direct responsibilities for underground tanks however; he would continue to work closely with PTMAA regarding any enforcement. PTMAA will not charge the municipality for services provided. In discussions with the Fire Chief, he concurred that PTMAA brings substantial expertise and recommends that it would be in the Town's best interests to move in this direction.

MO2011.212 Garbutt, Zariski moved that Council approve an amendment to the QMP to relinquish enforcement of Part IV of the Fire Code dealing with tank storage of flammables or combustibles to the Petroleum Tank Management Association of Alberta (PTMAA).

Discussion on Motion:

In response to a question from Council, R. Romanetz advised that under the mandate of the PTMAA, they work closely with municipalities to remediate brownfield sites. He further stated that the Town's inventory was recently updated which is advantageous for them to have more control of the remediation of the sites on a timely basis. He further advised that he serves on AUMA's Brownfield Redevelopment Working Group and is in the process of developing a proposal for the Province's consideration on the redevelopment of these sites across the Province.

Vote on Motion: Carried unanimously.

8.1.2 Bylaw # 12-11 - Being a Bylaw to amend Land Use Bylaw No. 10-08 regarding Signs

R. Romanetz presented Bylaw 12-11 which proposes to amend the Land Use Bylaw 10.08 by introducing new sign and tourist dwelling definitions. He noted that Palliser working with Administration has prepared the changes to make the system more flexible. As an example, he explained that if an applicant wanted to bring in a portable sign they would have to pay an annual permit fee which would allow them to move the sign from one site to another with the approval of the development officer. He recommended that Council proceed to first reading to allow for the public hearing to be

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held. In response to a question from Council on signage within the highway right of way, Alberta Transportation has delegated this authority to the Town however if required, they will get involved on any contentious matters. Any private property signage needs to be approved by the Municipal Planning Committee to ensure it meets the requirements of the Land Use Bylaw. He concurred that "tractor trailer" signage is problematic but the Province has not taken a stand on this matter. He stated that this matter will be directed to Palliser for their comments.

MO2011.213 Shoff, Berdahl for first reading to Bylaw 12.11. Carried unanimously.

8.1.3 RFD - Appointment to Drumheller Public Library Board

MO2011.214 Hansen-Zacharuk, Garbutt moved that Council approve the appointment of Judy Campbell to the Drumheller Public Library Board for a three year term. Carried unanimously.

8.1.4 Bylaw # 11-11 being the Municipal Emergency Management Bylaw - First Reading Report from Chairman of the Emergency Management Committee - Councillor Doug Stanford

R. Romanetz introduced Bylaw 11.11 which incorporates new wording in accordance with the Provincial Act, which proposes to change the wording disaster services to emergency management. He further noted that there is one significant change to Clause 10 which deals with declaring a local state of emergency. He explained that the former bylaw allowed for the Mayor, or in his absence, the Deputy Mayor, or a Council member in propriety according to the Deputy Mayor roster to declare a state of local emergency under the Act. The new bylaw proposes that Council, may by resolution, make a declaration of a state of local emergency. Because of the concerns with the practicality of the legislation, it is up to the municipality if they wished to use the new clause or stay with the mechanisms currently in place. He noted that in discussions with the Mayor, he feels that every effort will be made to get Council together to pass a motion, which may be done via telephone conferencing. He further noted that a legal opinion recommends that municipalities use the new Clause 10 as it is consistent with the wording written in the current legislation.

MO2011.215 Shoff, Stanford for first reading of Bylaw 11.11. Carried unanimously.

MO2011.216 Stanford, Zariski for second reading of Bylaw 11.11. Carried unanimously.

MO2011.217 Berdahl, Hansen-Zacharuk moved no objection to third reading of Bylaw 11.11. Carried unanimously.

MO2011.218 Garbutt, Hansen-Zacharuk for third reading of Bylaw 11.11. Carried unanimously.

Councilor D. Stanford stated that a table top exercise was held with the Disaster Services Committee, Bruce McKenzie - Emergency Management Field Officer for Central Alberta and other emergency and health responders. In their discussions, B. McKenzie had advised that table top exercises are worthwhile and should be held every four years. He recommended that the Town consider hosting a mock disaster at their

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own discretion or piggyback on other agencies / companies in the near future. The Town's involvement is crucial in ensuring that the proper steps are carried out. Council directed Administration to either take the lead or piggyback with another group in a mock disaster within a year.

8.2. Director of Infrastructure Services

8.2.1 RFD - Award Tender for Architect to Relocate Town Hall

M. Roy advised that a Request for Proposal for the Town Hall relocation closed on May 5, 2011 with 13 proposals received. He explained that the objective of the proposal call was to select the most qualified consultant to conduct a needs analysis and provide design services for construction conforming to the Town's standards for a Town Hall located at the current civic centre. Administration reviewed the proposals and Group2 was determined to be in the best interests of the Town.

MO2011.219 Shoff, Zariski moved that Council accept the proposal from Group2 Architects for the needs analysis and design services to relocate the Town Hall to the new location at the Civic Centre in the amount of \$28,600.00 plus GST.

Discussion on Motion:

Councillor J. Garbutt questioned whether the Town Hall relocation should remain a priority project for 2012 and requested that the matter be discussed in more detail at a Committee Meeting.

Vote on Motion: Carried unanimously.

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

MO2011.220 Garbutt, Stanford moved to go in camera at 7:05 PM. Carried unanimously.

14.1 Land Matters

Offer to Purchase – Gallagher

Offer to Purchase - Morgan

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MO2011.221 Shoff, Zariski moved to revert to regular Council meeting at 7:50 PM.
Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 7:50 PM.

Mayor

Chief Administrative Officer

Town of Drumheller SPECIAL COUNCIL MEETING MINUTES



June 27, 2011 4:30 PM

703 – 2nd Avenue West, Drumheller, Alberta

PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Andrew Berdahl

Jay Garbutt

Sharel Shoff

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:

Mike Roy

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Janice Armstrong

ABSENT: Lisa Hansen Zacharuk
Doug Stanford

1.0 CALL TO ORDER

2.0 2011 Street Improvement Program

A. Kendrick reported that the 2011 Street Improvement Program closed on June 23, 2011 with a total of 7 tenders submitted ranging from \$1,070,918.00 to \$1,307,565.00.

Administration is recommending the rejection of the previous tender for site work at the Badlands Community Facility in the amount of \$1,749,000.00 which was considerably over the allowed budget.

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Council Committee Meeting
June 27, 2011
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Based on the received pricing, Administration believes that better pricing can be obtained by negotiating with the successful bidder for additional concrete and asphalt work for the parking lot at the Badlands Community Facility which will allow for work to be completed within the approved Budget.

MO2011.22 Shoff, Zariski moved Council award the Street Improvement Program to Rubydale Asphalt Works in the amount of \$1,070,918 plus GST and authorize Administration to negotiate unit price extensions for the additional work at the Badlands Community Facility.
Carried unanimously.

There being no further business, the mayor declared the Special Council meeting adjourned at 4:40 PM

Mayor

Chief Administrative Officer



**Municipal Planning Commission
MINUTES
Meeting of Thursday, June 9, 2011**

Present: Sharel Shoff, Councillor/Member
Paul Salvatore, Director of Community Services
Robert Greene, Chairperson
Cindy Woods, Development Officer
Linda Taylor, Recording Secretary
Shawn Francis, Member
Dennis Simon, Member
Irene Doucette, Member
Brad Wiebe, Palliser Regional Municipal Services
David Suen, Intern for Palliser Regional Municipal Services

Absent: Andrew Berdahl, Councillor/Member
Jeanette Neilson, Member

1.0 CALL TO ORDER – 12:05 p.m.

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 May 26, 2011

Motion: S. Shoff moved to approve the minutes of May 26, 2011 as presented.

Second: I. Doucette - Carried

3.0 DEVELOPMENT PERMITS

3.1 T10060D – William Wilson – Placement of moved on dwelling (Revised) – “R-1”

C. Woods presented Development Permit T10060D submitted by William Wilson for a moved on dwelling located at 147 – 2 Street, Nacmine on Plan: 7125DO Block 2 Lot, Portion of 4. This development permit was first presented last year. Zoning is “R-1” Residential District. The applicant has revised the original plan to extend the front porch roof and deck which will require the front set back to be relaxed to 17 feet from the required 20 feet. The revised plans are an improvement to the appearance of the front of the home.

The Municipal Planning Commission discussed the application. The home with the relaxation will still be inline with neighbouring homes.

Motion: S. Shoff that Permit T10060D submitted by William Wilson for plan revisions to a moved on dwelling located at 147 – 2 Street, Nacmine on Plan: 7125DO Block 2 Lot, Portion of 4 be accepted subject to the following conditions;

- 1. Must conform to Land Use Bylaw 10-08.**
- 2. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor.**
- 3. Front yard setback relaxation approved to 17’ as per plans submitted.**
- 4. Make allowances for TWACS cable to be installed between the water meter and the electrical meter.**



5. All necessary Safety Codes Permits (building, electrical, gas, plumbing, etc.) to be in place prior to construction/installations.
6. External appearance of residence to meet to the satisfaction of the Development Officer after placement. Repairs/upgrades as/if deemed required to be completed within six months of placement.
7. Prior to commencement of construction applicant must submit to the Town of Drumheller a cashiers cheque or cash in the amount \$10,000.00 (held in trust) that will be returned to applicant when so deemed by Development Officer that the development has been satisfactorily completed. A payment will be returned to applicant in the amount of 75% when so deemed that building placement/upgrading is to the satisfaction of the development officer with the balance payable when landscaping of site has been completed to the satisfaction of the development officer.
8. An over-weight/over-dimensional permit from Road-Data 1-888-830-7623 must issued prior to relocating structures within the municipality.
9. 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, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
10. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services.
11. Development to conform to any and all Municipal, Provincial and Federal Legislation.
12. Contractor and subcontractors to have a valid business license with the Town of Drumheller.

Second: D. Simon - Carried

3.2 T00033D – Verrado Ridge Homes – New construction of SFD/Att'd Garage – "R-1a"

C. Woods presented Development Permit T00033D for construction of a new Single Family Dwelling with Attached Garage located at 811 3 Street S.W, Drumheller on Plan 1110970, Block 11, Lot(s) 2. Zoning is "R-1a" Residential District and Single Family Dwellings are a discretionary use in this district. This will be the first home in a new residential lane less subdivision consisting of seven homes located in a cul-de-sac. The application will require a relaxation to 8.5 feet on the right side yard setback if approved.

C. Woods read Land Use Bylaw 10-08, Part V, Sec. 19:

19. R-1a—Residential District

4. Side Yard:

(c) One 3 m (10 ft.) side yard (excluding corner lots) to provide alternate access to the rear of buildings in a laneless subdivision;

C. Woods read Land Use Bylaw 10-08, Part III, Sec. 9:

9. Deciding on Development Permit Applications

7. (b) Notwithstanding the above, the Municipal Planning Commission at its discretion may relax the minimum requirements beyond the standards outlined in the Land Use Bylaw in the following cases:

(v) in a laneless 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.

The Municipal Planning Commission members discussed the following:



R. Greene stated that two mineshafts were found near this subdivision. B. Weibe and R. Greene discussed the approximate location of the mines and shafts that run through the area and if there were any located within the subdivision or close proximity.

R. Greene asked where the house was located that had a problem with the basement. Discussion took place in regards to a home that had severe basement foundation issues and the possible causes. Commission members were concerned about possible undermining in the area and asked the process of determining whether the property is suitable and safe for development. C. Woods stated that the determination of undermining and subsidence situations would have been dealt with previously, prior to subdivision approval. B. Wiebe spoke about engineering testing and how it could detect possible undermining in the area. Further discussion took place in regards to what investigations or testing has been done in the area as there is a larger subdivision currently being development.

C. Woods read Land Use Bylaw 10-08, Part VII, Sec 63:

63. Undermining or Subsidence Conditions

Where development is proposed for land which has potential undermining or subsidence conditions, no development permit shall be granted unless the Development Authority is satisfied that hazards and other problems will not adversely affect the development as proposed. Valid engineering tests may be required.

Municipal Planning Commission members discussed the application further.

P. Salvatore asked about the 10-foot side yard access and why this much area is required. B. Wiebe replied the side yard set back is so there is access to the rear yard. Other reasons would be for fire and other emergency personnel. P. Salvatore questioned the placement of accessory buildings in this access area; discussion about the access area took place by the members.

S. Shoff asked about the exterior finishing on the home. A further look on the building plans determined there was not an exterior finishing set for the home.

Motion: S. Shoff that Development Permit T00033D submitted for construction of a new Single Family Dwelling to be located at 811 3 Street S.W, Drumheller on Plan 1110970, Block 11, Lot 2 be tabled until clarification of the type of finishing for the home is provided and results of Engineering tests for undermining or subsidence conditions are submitted to the Municipal Planning Commission for their review.

Second: I. Doucette - Carried

3.3 T00034D – Verrado Ridge Homes – New construction of SFD/Att'd Garage – "R-1a"

C. Woods presented Development Permit T00034D for construction of a new Single Family Dwelling with attached garage located at 812 3 Street S.W, Drumheller on Plan 1110970, Block 11, Lot(s) 8. Zoning is "R-1a" Residential District. This is in the same subdivision as the previous application.

The Municipal Planning Commission members discussed the application.

Motion: S. Shoff that Development Permit T00034D submitted for construction of a new Single Family Dwelling with attached garage located at 812 3 Street S.W, Drumheller on Plan 1110970, Block 11, Lot 2 be tabled until clarification of the type of finishing for the home is provided and results of Engineering tests for undermining or subsidence conditions are submitted to the Municipal Planning Commission for their review.

Second: I. Doucette – Carried



3.4 T00041D – Bill Schaffer – Placement of C-Can for Storage – “D-C”

C. Woods presented Development Permit T00041D for placement of a C-Can for storage located at 610 1 Street S.W. Drumheller on Plan 7611215, Block 6, Lot(s) 1. Zoning is “D-C” Direct Control District. The applicant also wants to remove dirt and part of a hill to enable him to put the C-Can on the east side of the existing garage, which will put the unit almost completely out of sight from the roadway. Please note the development officer did not request the applicant to use a C-Can as storage as application suggests.

C. Woods stated the applicant currently stores his own personal vehicles in the building on the property and requires additional room for another car and parts. Since the applicant took ownership of this property, he has improved the exterior finishing and keeps the site well maintained. C-Can’s are a temporary storage structure and would be a discretionary use in any district.

C. Woods read Land Use Bylaw 10-08, Part VI, Sec 39:

39. DC—Direct Control District

The purpose and intent of this district is to provide for the evolution towards a more specific type of land use of areas, which are in a state of transition.

The Municipal Planning Commission may regulate and control land use in this district having regard to:

- (a) Conformity of the proposed use with the Municipal Development Plan.*
- (b) The existing uses of neighboring lands.*

Without limiting the generality of the foregoing, the Municipal Planning Commission may permit any use and may subsequently revoke permission for any use previously granted by giving written notice to any holder of a Development Permit affected thereby whereupon such use shall become a non-conforming use and shall be subject to the provisions of Part 3 of this Bylaw.

In addition to the General Land Use Regulations, the requirements covering each type of development shall apply where it appears as a “Permitted Use” elsewhere in this Bylaw.

The Municipal Planning Commission members discussed the application. B. Wiebe mentioned the hills at the back of the property are large, however only the foot of a partial hill would have to be removed for the C-Can to sit behind the existing garage. R. Greene stated with the removal of dirt and a hill, drainage issues may become an issue and have to be looked after so neighboring properties do not experience water problems. S. Shoff the unit should be out of site and the exterior finish should match the other buildings

Motion: D. Simon that Development Permit T00041D for placement of a C-Can located at 610 1 Street S.W. Drumheller on Plan 7611215, Block 6, Lot(s) 1 be approved as presented subject to the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Placement of construction as per plot plan submitted.
3. Applicant to ensure grading allows for all surface water to drain from the building site to the back lane and/or front street and does not adversely affect neighbouring properties.
4. Development may be revoked by written notice if/when such use shall become non-conforming or not compatible with future development in the area.
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. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
10. Contractor(s) to have a valid Business License with the Town of Drumheller.

Second: I. Doucette – Carried

B. Sheddy entered the meeting at 12:32 p.m.

3.5 T00044D – Christ the Redeemer School Division – Occupy outreach school – “Hwy-C”

C. Woods presented Development Permit T00044D for occupation of an Outreach School submitted by Christ the Redeemer School Division in a 2000 square foot office space in the north west end of the Drumheller Mail building located at 515 Highway 10 East Bay 100 on the NW Sec 1 Twp 29 Rng 20 W4 Extra Legal W.290', Drumheller. Zoning is “HWY-C” Highway Commercial District. Education Facility – Unconventional is a discretionary use in the HWY-C Highway Commercial District as per the amendment to the Land Use Bylaw 10-08, Bylaw Number 10.11.

C. Woods read a letter in regards to the Outreach School. C. Woods reported that there have been no complaints on the existing outreach school located down town.

B. Sheddy was asked how many students would attend this education facility. He stated the enrolment would be anywhere from 8 to 20 students and the age group of these students would generally be high school.

Municipal Planning Commission members discussed the application.

Motion: S. Shoff that Development Permit T00044D for occupation of an Outreach School by Christ the Redeemer School Division located at 515 Highway 10 East Bay 100, the NW Sec 1 Twp 29 Rng 20 W4 Extra Legal W.290', Drumheller be approved as presented subject to the following conditions:

1. Development shall conform to Land Use Bylaw 10-08.
2. All necessary permits (building, electrical, plumbing, etc) to be in place prior to construction/installations.
3. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
4. Must conform to the Town of Drumheller Community Standards Bylaw (16-10).
5. Development to conform and meet the requirements of the Regional Fire and Health Authority.
6. 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.
7. Landscaping in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Officer/Municipal Planning Commission.
8. Development application is required for signage placement and to be made under separate application prior to placement.
9. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
10. 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.

Second: S. Francis – Carried

B. Sheddy exited the meeting at 12:36 p.m.



3.6 T00045D – Pat & Tracy Bryans – Placement of Manufactured Home – “SCR”

C. Woods presented Development Permit T00045D submitted by Pat and Tracy Bryans to place their 20 x 76 foot 2006 model mobile home onto a vacant lot located at 300 Mabbott Road on Plan 814739, Block 11, Lot(s) 13, Rosedale. Zoning is “SCR” Suburb Community Residential District and manufactured homes are a discretionary use in this district. The applicant plans to build a deck and garage in the future, however they have submitted this application in hopes of approval prior to purchasing the land.

C. Woods read letter submitted by Pat & Tracy Bryans.

S. Francis asked how many mobile homes are in the area at this time. R. Greene stated a new home has been built to the south of the lot in question and a mobile home sits to the north and east. S. Shoff stated we should look at what the future development of the area will be. B. Wiebe mentioned that Mabbott Road is the major thoroughfare to the tourist attraction in Rosedale, the Swinging Bridge. Members discussed having a site inspection done to review the area, how many mobile homes, are they newer or older homes, and what type of homes are in the overall area.

Motion: S. Shoff that Development Permit T00045D to move 20 x 76 foot 2006 model mobile home onto the lot located at 300 Mabbott Road Rosedale on Plan 814739, Block 11, Lot(s) 13, with future plans to build a deck and garage this application is to be tabled until a site inspection and a circulation of the area is done, and submitted to the Municipal Planning Commission for their review.

4 PALLISER REGIONAL MUNICIPAL SERVICES

B. Wiebe reviewed Town of Drumheller Bylaw Number XX-11 being a bylaw to amend Land Use Bylaw No. 10-08 for the Town of Drumheller in the Province of Alberta.

Addition, and or amendments of the following:

- Night Club as drinking establishment
- Sign(s)
- Enforcement and administration

In light of recent issues with drinking establishments, the bylaw referring to drinking establishments and entertainment will be revisited and reviewed before being presented to council.

Municipal Planning Commission members discussed the proposed bylaw amendments.

D. Simon left at 1:05 p.m.

5 OTHER DISCUSSION ITEMS

Urban Transitional District

C. Woods presented a map of an area zoned Urban Transitional District and stated there has been interest for four lots in the area to be used as equipment and commercial storage from two different applicants. These lots boarder a residential district to the North and an M2 district to the South.



DRUMHELLER

COMMUNITY SERVICES

Agenda Item # 5.2.1



C. Woods read Land Use Bylaw 10-08, Part VI, Sec 38:

38. UT—Urban Transitional District

The purpose of this district is to reserve lands on the periphery of the developed area of the Town which are intended as future urban growth areas.

(b) Discretionary Uses

- *Gravel, sand and building material excavation and storage*

S. Shoff stated that 4 Avenue West at present is more like an alley than an Avenue. Municipal Planning Commission members discussed the Urban Transitional District and the future use of the area. B. Wiebe mentioned this area could be rezoned as a DC – Direct Control District. The purpose and intent of a Direct Control District is to provide for the evolution towards a more specific type of land use of areas, which are in a state of transition. The consensus of the Municipal Planning Commission was that in this area it would be acceptable to be used as a storage area.

6.0 Adjournment – S. Shoff motion to adjourn at 1:15 pm.

Chairperson

Development Officer



Municipal Planning Commission
MINUTES
Meeting of Thursday, June 23, 2011

Present: Sharel Shoff, Councillor/Member
Andrew Berdahl, Councillor/Member
Paul Salvatore, Director of Community Services
Robert Greene, Chairperson
Cindy Woods, Development Officer
Linda Taylor, Recording Secretary
Shawn Francis, Member
Dennis Simon, Member
Irene Doucette, Member
Brad Wiebe, Palliser Regional Municipal Services
David Suen, Intern for Palliser Regional Municipal Services

Absent: Paul Salvatore, Director of Community Services
Jeanette Neilson, Member

1.0 CALL TO ORDER – 12:05 p.m.

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 June 9, 2011

The Municipal Planning Commission asked for updates on applications tabled at the June 9, 2011 meeting.

Placement of Manufactured Home

C. Woods updated the Municipal Planning Commission on the application that was presented on June 9, 2011 and tabled until a site inspection and a circulation of the area was done and submitted to the Municipal Planning Commission for their review. C. Woods has went out to Rosedale and drove through the area; this is a beautiful location that currently has many different types of dwellings and suggested the members take the time to have a look at the area themselves. In regards to the circulation that was mailed out; due to the mail strike the circulation did not reach the residents, a minimal number of phone calls were made and the response was mixed. Should the mail strike continue the circulation will be hand delivered to the residents of the area for their comments.

C. Woods mentioned to the Municipal Planning Commission that people in many areas are now looking for lots to place their manufactured homes rather than place the home in designated trailer parks. Palliser Regional Municipal Services has seen an interest in other Municipalities as well.

Verrado Ridge Homes

C. Woods updated the Municipal Planning Commission on the applications that were presented on June 9, 2011 for construction of new Single Family Dwellings with Attached Garages that was tabled until clarification of the type of finishing for the home was provided and the results of Engineering tests for undermining or subsidence conditions were submitted to the Municipal Planning Commission for their review. B. Greene had located more information on undermining, 13 mines were located in the area that would have mined out over 1400 acres. Some of these mines were closed and collapsed; others were abandoned and just left as was at the time. C. Woods stated this subdivision area has not been drilled, nor have samples been taken. When the other subdivision properties in the area were tested, this land was privately owned and testing was not conducted. C. Woods stated that the outstanding items, clarification and results, for this application are still open.



Motion: I. Doucette moved to approve the minutes of June 9, 2011 as presented.

Second: S. Shoff - Carried

3.0 DEVELOPMENT PERMITS

3.1 T00122H – Peter & Crystal Gaynor – Home Occupation (Pawn Shop) – “UT”

C. Woods presented Development Permit T00122H submitted by Peter & Crystal Gaynor for a home occupation, a pawn shop, located at 705 Verdan Valley Road, Drumheller on SW Sec. 14 Twp. 29 Rng 20 W4M. Zoning is “UT” Urban Transitional District. The applicant’s shop would handle new and used items, money would be loaned to clients and the collateral items would be held until the loan was concluded in full or the items would be sold at the end of the loan term to satisfy the outstanding loan.

C. Woods informed the Municipal Planning Commission that the current Land Use Bylaw does not define Pawn Shop. Municipal Affairs was contacted to determine if there is any Licensing or governing laws for Pawn Shops; there is no Provincial Licensing required, for more information Municipal Affairs directed the call to the Calgary City Police, Pawn Shop division. Calgary City Police no longer have a Pawn Shop division, it has been amalgamated into the Stolen Property division. Contact with Calgary Police Stolen Property Division indicated that new pawn shops will attract stolen property from a wide area to fence stolen items (for example Calgary, Red Deer and Edmonton). C. Woods stated that this type of business should be located in a more visible location, such as a commercial district, to discourage this type of activity.

C. Woods read the letter submitted by Peter & Crystal Gaynor.

C. Wood read Land Use Bylaw 10-08, Part I, Definition of:

“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 neighborhood or have any exterior evidence of such secondary use other than a small nameplate, not exceeding 0.28 m² (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

Municipal Planning Commission discussed the application. Concerns during the discussion were that a home occupation would have 10 to 15 people per day at a residence, the parking would be limited, exit from the parking area is on a busy road and the clients may be backing onto the road, or parking on the shoulders should the parking area be full. The hours of operation would be 11:00 am to 8:00 pm, with people coming and going anytime within the stated hours on the application. Municipal Planning Commission had concerns of having a retail type of shop operating out of a garage, and that a home occupation would be storing items much like in a commercial area. There is an antique store located next door to the applicant’s residence, discussion pointed out the parking located there was more than ample, and that this business does not seem to be overly used at this time.

C. Woods explained how home occupations expire each year and the development permit must be renewed. All development permits for home occupations are revocable at any time if the use becomes detrimental to the neighbourhood.

Motion: A. Berdahl that Permit T00122H submitted by Peter & Crystal Gaynor for a home occupation, a pawn shop, located at 705 Verdan Valley Road, Drumheller on SW Sec. 14 Twp. 29 Rng 20 W4M be denied. As a Pawn



Shop is more of a retail business, the privacy and enjoyment of the adjacent residences should be preserved, the parking is minimal and with the amount of traffic they for see, could create a nuisance with traffic generation.

The Notice of Decision reflected the Municipal Planning Commission's decision as follows;

The Municipal Planning Commission felt that the characteristics of a Pawn Shop lend it to be more suited to a commercial district than a home occupation. As a Pawn Shop is a retail business the privacy and enjoyment of the adjacent residences may not be preserved. The parking is not adequate at this location and, with the amount of traffic anticipated on the submitted application, could create a nuisance with traffic on the highway.

The Municipal Planning Commission agreed that the proposed use does not meet the requirements of Land Use Bylaw 10-08 in either the definition of a Home Occupation or the requirements under Part VII Section 57.

Second: S. Shoff - Carried

3.2 T00046D – Tom Armstrong – Detached Garage – “R-3”

C. Woods presented Development Permit T00046D for an addition to an existing garage located at 835 3 Avenue West, Drumheller on Plan 8358CQ, Block 50, Lot 2. Zoning is “R-3” Residential District. The application meets all set backs, however will require a relaxation to 18.5% on the garage size if approved.

C. Wood read Land Use Bylaw 10-08, Part VI, Sec 21. R-3 -- Residential District

(d) *Maximum Limits*

2. *Site Coverage:*

(b) unless otherwise approved by the Municipal Planning Commission, accessory buildings shall not exceed the lesser of 67 m² (728 sq. ft.) or 15% of lot coverage

C. Woods explained these relaxations are over the Development Officers limits for approval but not the Municipal Planning Commission. The lot in question is larger than normal for this area. The applicant is planning on changing the exterior finish of the house next year to match the new exterior finish on the garage.

Motion: D. Simon that Development Permit T00046D addition to an existing garage located at 835 3 Avenue West, Drumheller on Plan 8358CQ, Block 50, Lot 2. be approved as presented subject to the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Placement of construction as per plot plan submitted.
3. Relaxation granted for size to 862.5 sq ft as per plans submitted.
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. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
10. Contractor(s) to have a valid Business License with the Town of Drumheller.



Second: S. Francis - Carried

3.3 T00049D – Corridor Homes – SFD with Attached Garage – “R-1”

C. Woods presented Development Permit T00049D for new construction of a Single Family Dwelling with attached garage located at 648 Bankview Drive, Drumheller on Plan 9710916, Block 8, Lot 5. Zoning is “R-1” Residential District. This application requires a relaxation for rear setback to 6.08 meters (20’) and also requires a relaxation for site coverage required to 34% if approved. This property has a lane for accessibility.

The Municipal Planning Commission members discussed the application.

Motion: S. Shoff that Development Permit T00049D for construction of a new Single Family Dwelling with attached garage located at 648 Bankview Drive, Drumheller on Plan 9710916, Block 8, Lot 5 be approved as presented subject to the following conditions:

1. Development shall conform to Land Use Bylaw 10-08.
2. Placement of construction as per plans submitted with application.
3. Relaxation granted for site coverage to 33.9% and rear yard setback to 4.63 m as per plans submitted.
4. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor.
5. Development as per Restrictive Covenant registered on property.
6. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
7. Offsite levies to be paid prior to the issuance of Safety Codes permits.
8. Make provisions for proper installation of water meter as per Town of Drumheller Water/Sewer Bylaw.
9. All contractors’s to be in possession of a valid Town of Drumheller business license.
10. Landscaping Plan to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Officer/Municipal Planning Commission.
11. All local improvements including, however not limited to driveways, frontage charges, water/sewer services, are at the expense of the owner.
12. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.

Second: D. Simon – Carried

3.4 T00051D – Stevenson Homes – SFD with Attached Garage – “R-1”

C. Woods presented Development Permit T00051D for construction of a new Single Family Dwelling with attached garage located at 644 Bankview Drive, Drumheller on Plan 9710916, Block 8, Lot 6. Zoning is “R-1” Residential District. This application requires a relaxation on the rear yard setback to 20 feet and a relaxation to 32% if approved. This dwelling is next door to the previous application. This lot is an odd shaped lot, with an average of 5.8 meters to the property line. The deck on this home is not covered.

The Municipal Planning Commission members discussed the application.

Motion: D. Simon that Development Permit T00051D for construction of a new Single Family Dwelling with attached garage located at 644 Bankview Drive, Drumheller on Plan 9710916, Block 8, Lot 6. be approved as presented subject to the following conditions:



1. Development shall conform to Land Use Bylaw 10-08.
2. Placement of construction as per plans submitted with application.
3. Relaxation granted for site coverage to 32% and rear yard setback to 5.8 m (average) as per plans submitted.
4. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor.
5. Development as per Restrictive Covenant registered on property.
6. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
7. Offsite levies to be paid prior to the issuance of Safety Codes permits.
8. Make provisions for proper installation of water meter as per Town of Drumheller Water/Sewer Bylaw.
9. All contractors's to be in possession of a valid Town of Drumheller business license.
10. Landscaping Plan to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Officer/Municipal Planning Commission.
11. All local improvements including, however not limited to driveways, frontage charges, water/sewer services, are at the expense of the owner.

Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply

Second: S. Shoff – Carried

4 PALLISER REGIONAL MUNICIPAL SERVICES

BOUNDARY ADJUSTMENT

B. Wiebe submitted boundary adjustment 80/111. The land is owned by R.A. Hamilton & Associates Inc. The boundary adjustment located to the west of downtown within the central part of Drumheller at the corner of Fourth Street West and Railway Avenue West, East of the Provincial Court House. The civic addresses are 360 and 386 4 Street West, Drumheller on Plan 2193CC; Block 40 Lot 6, SW ¼ Sec. 11 – Twp. 29 – Rng. 20 W4M. Zoning is "D-T" – Downtown Transition District. The purpose of this subdivision is to remove a 6.1 metre (20 ft) width from Lot 6 and to consolidate it with Lot 5 resulting in lot frontage widths of 10.668 metres (35 ft) and 21.336 metres (70 ft) respectively. The existing residential property is being subdivided to provide the commercial property to the north with additional parking and fire egress as required by a recent development permit condition. The commercial property on Lot 5 is being converted to include three (3) condominium residential units, having one located on the main level and two on the upper level. The adjoining business, Everybody's Gym, extends into the rear of the building on Lot 5, behind the lone suite on the lower level. Within the "D-T" – Downtown Transition District on-site parking requirements are such that one (1) parking space is required per dwelling unit for an apartment building and attached housing. The requirement is also one (1) additional space be required for every seven (7) dwelling units for guest parking.

R. Greene dismissed himself as a conflict of interest exists for this application.

B. Wiebe presented condition 13 from the Development Permit T10056D submitted by R.A. Hamilton & Associates:

"13. Prior to subdivision approval, a registered easement on adjacent property to satisfy the fire escape requirements, and a registered caveat on the alternate parking site location must be submitted to the Development Authority prior to commencement of any construction / installation."

S. Shoff expressed concerns with Lot 6 losing area in the boundary adjustment.

S. Francis questioned as to whether the lots would be conforming to the Land Use Bylaw after the boundary adjustment was completed.

B. Wiebe that the lots would meet the minimum requirements as per the Land Use Bylaw.



B. Wiebe advised it is the recommendation of Palliser Regional Municipal Services that the application be approved subject to conditions listed in the report.

Motion: S. Francis that the Municipal Planning Commission concurs with the recommendations of Palliser Regional Municipal Services in regards to the application submitted by R.A. Hamilton & Associates Inc. for the boundary adjustment at 360 and 386 4 Street West, Drumheller on Plan 2193CC Block 40 Lot 6, SW ¼ Sec. 11 – Twp. 29 – Rng. 20 W4M.

Second: D. Simon – Carried

5 OTHER DISCUSSION ITEMS

Nacmine – Moved on Homes

C. Woods stated the Nacmine Community Association has expressed concerns about older moved on homes being allowed in the Nacmine Community. The moved on homes have a \$10,000 bond which holds the owner to conditions which must be met in regards to exterior finishing and landscaping. Concerns were expressed that the community is seeing older moved on homes verses new stick built homes, and the possibility of the resident's property values being affected. The Nacmine Community Association asked that should any development involve moved on homes that the neighbours be notified so they could have some in-put.

Concerns and issues were raised in regards to the height of some homes, as well as suites being built over garages. New homes in Nacmine and Wayne may have suites going in, and will have to apply to have the suite approved and have the proper permits in place to ensure they are built to code.

A.Berdahl – Fall Schedule for Municipal Planning Commission

A.Berdahl asked commission members about the fall schedule for meetings and if the members would be open to change to supper meetings – 5:30 or 6:00, Tuesday, Wednesday or Thursday.

S. Shoff Wednesday's do not work, due to other commitments.

I. Doucette would be okay.

D. Simon any is good.

S. Francis likes the noon meetings, for development.

B. Wiebe and D. Suen it would depend on schedule, due to other commitments.

S. Francis that an evening meeting for broader topics such as sustainability plan should be considered as well.

C. Woods reminded the Municipal Planning Commission members that I. Doucette, J. Nielsen and R. Greene are coming to the end of their terms and we should try and accommodate Andrew as much as possible.

6.0 Adjournment – R. Greene motion to adjourn at 1:05 pm.

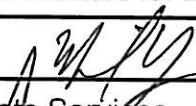
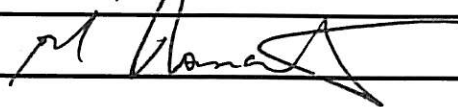
Chairperson

Development Officer



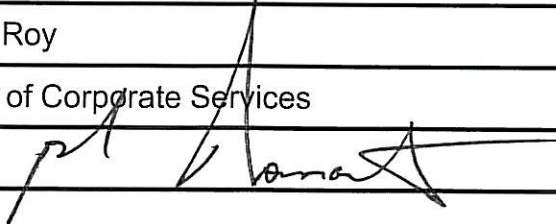
Request for Decision

Date:	15 Jul 2011		
Meeting Type:	Regular Council		
Topic:	2011 - 2013 Auditor Appointment		
Proposal:	<p>With the completion of the current contract for audit services with Gitzel Krejci Dand Peterson, Administration went out for proposals for a 3-year agreement for audit services and associated organizations (Library, Solid Waste, and Badlands Ambulance). The RFP closed on July 14, 2011 and the Town received 6 proposals from:</p> <ul style="list-style-type: none"> • BDO Canada Ltd • Catalyst • Collins Barrow • Dorward & Company • Gitzel Krejci Dand Peterson • Hawkings Epp Dumont <p>Total 2010 fees ranged from \$40,500 to \$78,000. Five of the six have municipal clients and experience. After review Administration would recommend BDO be awarded the 2011-2013 audit services contract. The Town's current auditor was a close second with total fees difference of less then \$1,500</p>		
Proposed by:	Michael Roy		
Correlation to Business (Strategic) Plan			
Benefits:	Firm has extensive municipal audit experience		
Disadvantages:	First year of audit with a new auditor will involve a new auditor to learn the Town's operations		
Alternatives:	<p>Council award the 2011-2013 audit services contract to BDO Canada Ltd. Council award the 2011-2013 audit services to another firm. Council accepts the report for information</p>		
Finance/Budget Implications:	\$29,500 for Town and library audit (library audit is budgeted and paid by the town)		
Operating Costs:	\$40,500	Capital Costs:	
Budget Available:	\$30,260	Source of Funds	Taxes
Budget Cost:	RFD: Town of Drumheller Auditor Award	Underbudgeted Cost:	Page 28 of 70

Communication Strategy:	Successful proponent would be notified along with our current auditor.
Recommendations:	Agenda Item # 8.3.1 Council award the 2011-2013 audit services to BDO Canada Ltd. and appoint BDO as the Town's auditors for 2011-2013.
Report Writer:	Michael Roy 
Position:	Director of Corporate Services
	CAO: 



Request for Decision

Date:	13 Jul 2011		
Meeting Type:	Regular Council		
Topic:	Accounts Receivable Write Off		
Proposal:	Per Council Policy # C-07-04, administration is requesting Council authorization to write off \$22,555.11 in outstanding debts. These debts have been sent to collections and are from 2009 and older.		
Proposed by:	Michael Roy		
Correlation to Business (Strategic) Plan			
Benefits:	Cleans up the sub-ledger and stops the accumulation of penalties that are uncollectible		
Disadvantages:	Although the write off does not extinguish the Town's rights to collect payment, administration will no longer be actively pursuing collection of these debts.		
Alternatives:	<ul style="list-style-type: none">• Council authorizes administration to write off \$22,555.11 in outstanding debts.• Council accepts the list of outstanding debts as information.		
Finance/Budget Implications:	The write-offs would be applied against the allowance for uncollectable accounts, which is currently at \$128,776.		
Operating Costs:		Capital Costs:	
Budget Available:		Source of Funds	
Budget Cost:		Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	Council authorizes administration to write off \$22,555.11 in outstanding debts.		
Report Writer:	Michael Roy		
Position:	Director of Corporate Services		
	CAO: 		

Accounts Receivable Write Off 2011

Customer Name	Account #	Amount Owning	Service	Date of Service	Sent to Collection
RFD - Listing of Outstanding Receivables	0045	\$ 438.17	Pumping out water and filling in hole @ 389 3 Street E	June 5, 2008	Sept 19/2008
	0086	\$ 54.44	Before & After School Care	October 2008	Mar 16/2008
	3321	\$ 178.03	Before/After School Care	May & June 2007	Apr 8/08
	5460	\$ 79.63	Before & After School Care	November & December 2008	Apr 21/09
	5487	\$ 226.84	Replacement tot swing at North Drum Playground	July 2007	Apr 18/08
	9353	\$ 99.00	Handyman Services	July, September, December 2008	Apr 21/09
	9353	\$ 27.00	Handyman Services	January 2009	June 17/09
	0140	\$ 15.75	Civic Center Room	September 12, 2009	Feb 2/10
	0164	\$ 236.25	Removal and Cleanup of Chimney	December 17, 2009	Apr 6/10
	6193	\$ 21,200.00	Drumheller Water Treatment Plant Master Plan Update Re: Feasibility Study	December 31, 2006	N/A
	Total	\$ 22,555.11			

Agenda Item # 8.3.2



Request for Decision


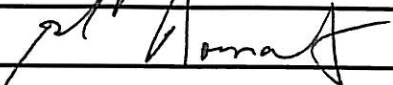
Date:	14 Jul 2011
Meeting Type:	Regular Council
Topic:	Sandstone Manor - Taxes
Proposal:	<p>Through Councillor Garbutt, Drumheller Housing Administration raised the question regarding taxes for Sandstone Manor. This property is fully owned by the Town.</p> <p>The MGA address taxation of municipal property in section 362. Relevant extracts from this section are:</p> <p>Exemptions for Government, churches and other bodies</p> <p>362(1) The following are exempt from taxation under this Division:</p> <ul style="list-style-type: none"> (a) any interest held by the Crown in right of Alberta or Canada in property; (b) property held by a municipality, except the following: <ul style="list-style-type: none"> (i) property from which the municipality earns revenue and which is not operated as a public benefit; (ii) property that is operated as a public benefit but that has annual revenue that exceeds the annual operating costs; (iii) an electric power system; (iv) a telecommunications system; (v) a natural gas or propane system located in a hamlet, village, summer village, town or city or in a school district that is authorized under the School Act to impose taxes and has a population in excess of 500 people; (m) property held by <ul style="list-style-type: none"> (i) a foundation constituted under the Senior Citizens Housing Act, RSA 1980 cS 13, before July 1, 1994, or (ii) a management body established under the Alberta Housing Act, and used to provide senior citizens with lodge accommodation as defined in the Alberta Housing Act; <p>With Sandstone Manor the property is not operated as a public benefit and it would not be exempt. Neither does Drumheller Housing Authority provide senior citizens with lodge accommodations. Even if deemed a public benefit it is expected to have revenue that exceeds operating costs so as to build up reserves therefore the property may not be exempt from taxation. Administration has talked with a municipal advisor and affordable housing is a pretty new creature and their tax status still needs to be addressed. In the interim section 347 is an option for Council to address this issue.</p> <p>MGA 362(1)m is the section that exempts seniors foundations from paying property tax.</p> <p>Looking into the file related to the construction of Sandstone Manor there was correspondence internally and to the province that mentioned that the property may not have to pay property taxes, but the matter of exempting property taxes has not been put before Council for their consideration. Based on the MGA this property can not be classed as exempt from property taxes.</p> <p>Based on the MGA the Sandstone Manor cannot be made exempt from taxation. An alternative in the MGA is that Council does have the authority to cancel, refund, reduce or defer taxes.</p> <p>Cancellation, reduction, refund or deferral of taxes</p> <p>347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, cancel, refund, reduce or defer taxes.</p>

Agenda Item # 8.3.3

... following, with or without conditions:
 (a) cancel or reduce tax arrears;
 (b) cancel or refund all or part of a tax;
 (c) defer the collection of a tax.

Should Council wish to do this it would have to be addressed annually.

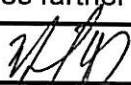

To truly understand the true cost of operations of this building all costs should be included that would be typical for this type of operation, which includes property taxes. As this property is fully owned by the Town, any operational shortfall would have to be picked up by the Town. As all the risks of the operation of this facility are the responsibility of the Town there is little value in canceling taxes for Sandstone Manor.

Proposed by:	Michael Roy		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:	Operation of this building would not have to contribute to the services provided by the Town. Would be a reduction in tax revenue received by the Town.		
Alternatives:	<ul style="list-style-type: none"> Council directs Administration to cancel all property taxes for Sandstone Manor for 2011. Council directs Administration to reduce property taxes for Sandstone Manor by a percentage determined by Council for 2011. Council accepts the report for information. 		
Finance/Budget Implications:	Property taxes for Sandstone Manor \$11,164.83		
Operating Costs:		Capital Costs:	
Budget Available:		Source of Funds	
Budget Cost:		Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	Council accepts report for information.		
Report Writer:	Michael Roy 		
Position:	Director of Corporate Services		
	CAO: 		



Request for Decision

Date:	15 Jul 2011
Meeting Type:	Regular Council
Topic:	Capital Financing Strategy
Proposal:	<p>The capital financing strategy has been before Council previously. The strategy identifies available funding and compares to the 10 year capital plan to identify funding shortfalls. The capital financing strategy shows that the 10 year capital plan cannot be fully funded with available funding levels and grants. To achieve some elements of the 10 year capital plan limits of the debt management policy would have to be exceeded. The capital financing strategy also identifies caps for the restricted surpluses that would be based on 10% of the gross tangible capital asset cost.</p> <p>Administration is seeking further direction regarding the strategy. Key assumptions in this strategy are:</p> <ul style="list-style-type: none">• Water and wastewater are self-funded from utility rates• Inflation of costs is factored in at 2% per year• The transfer for capital assets would increase annually by \$100,000 <p>The multi-year capital plan shows costs as well as the amounts and sources of funding required/available for these projects. Grant funding is key to ensuring that the capital plan remains affordable for ratepayers. Long term borrowing needs to be limited but not eliminated to pay for major projects while leaving room to address emergencies that may go beyond the capacity of the Town's existing tax base and restricted surpluses.</p> <p>For the multi-year capital plan sources such as the new federal and provincial grant programs, fundraising, restricted surpluses and borrowing will be necessary to ensure that the capital program can be funded without unduly affecting the stability of the Town's long term financial capacity. Where possible, debt borrowing has been limited and projects have been timed so that grant funding can be maximized. Grant funding is especially important to address the construction of major new capital assets.</p> <p>The capital financing strategy provides Administration with direction and information that is key for budget development. This document provides some information for budget development and works in conjunction with the debt management policy. As this policy was adopted in 2004 Council may want to consider reviewing this policy to update it or reaffirm that the policy still meets the needs of Council and the Town.</p> <p>The 10 year capital plan identifies a couple of major projects, those being the next stage of the community facility and relocation of the public works shop. These projects would be dependent on lobbying and community efforts to move the projects forward. Lobbying efforts to successfully obtain grant funding from both the provincial and federal level would be critical to the success of the 10 year capital plan along with other creative financing plans and potential partnerships.</p>

...	Approval of a Capital Financing Strategy is key for the upcoming 3-year budget cycle. Agenda Item # 8.3.4		
Proposed by:	Michael Roy		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:	<ul style="list-style-type: none"> • Council provides further direction for Administration. • Council accepts the capital financing strategy. • Council accepts the report for information. 		
Finance/Budget Implications:	The capital financing strategy provides guidelines for the budgeting process.		
Operating Costs:		Capital Costs:	
Budget Available:		Source of Funds	
Budget Cost:		Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	Council provides further direction to Administration.		
Report Writer:	Michael Roy 		
Position:	Director of Corporate Services		
	CAO: 		



Request for Decision

Date:	07 Jul 2011
Meeting Type:	Regular Council
Topic:	RFD Photocopier Replacement
Proposal:	<p>The Town currently uses three photocopiers, which are located on the main and second floor of Town Hall and the third and oldest at the infrastructure shop. The cycle for photocopiers is to rotate the existing ones so that the heaviest volume location receives the newest machine and the oldest goes to the infrastructure shop. Due to the dirt and dust environment of the infrastructure shop the Town places the oldest machine at this location to ensure the longevity of the equipment purchased.</p> <p>As part of the Town's replacement cycle for photocopiers Administration went out for tenders. This closed on July 6, 2011 and five proposals representing 7 different units were received from:</p> <ul style="list-style-type: none">• Canon• Konica Minolta• Pitney Bowes• Ricoh• Xerox <p>The capital cost of units presented ranged from \$11,275 to \$30,764, with total 3 year operating costs ranging from \$9,084.96 to \$11,788.80. The lowest capital cost unit was the second highest for operational costs and it did not meet all the listed requirements that the Town identified as required. Based on the evaluation criteria that was listed in the tender document the best evaluated tendered unit was Konica Minolta for a capital purchase cost of \$16,978.47</p>
Proposed by:	Michael Roy
Correlation to Business (Strategic) Plan	
Benefits:	Currently using Konica Minolta machines No special plug in required as office already outfitted for required outlet
Disadvantages:	
Alternatives:	<p>Council authorizes administration to proceed with the purchase of the Konica Minolta machine for \$16,978.47.</p> <p>Council directs administration to retender photocopiers with fewer required features.</p> <p>Council accepts the report for information.</p>

Finance/Budget Implications:	Highest evaluated unit is within approved budget. <i>Agenda Item # 8.3.5</i>		
Operating Costs:		Capital Costs:	\$16,978.47
Budget Available:	\$20,000	Source of Funds	Reserves
Budget Cost:		Underbudgeted Cost:	
Communication Strategy:	Successful bidder will be notified of outcome		
Recommendations:	Council authorizes administration to proceed with the purchase of the Konica Minolta machine for \$16,978.47.		
Report Writer:	Michael Roy		
Position:	Director of Corporate Services		
	CAO:		



REQUEST FOR TENDER

2011 Photocopier Replacement

- SUBMIT TENDER IN A CLEARLY-MARKED ENVELOPE-

SEND TO MAILING ADDRESS:

**TOWN OF DRUMHELLER
703 2 Avenue West
Drumheller, Alberta T0J 0Y3
ATTENTION: Raymond Romanetz
Re: 2011 Photocopier Replacement**

Note: Tenders can only be received at the above location

THE TOWN IS REQUESTING TENDERS, PURSUANT TO THE GENERAL CONDITIONS FOR THE SCOPE OF WORK AS DESCRIBED IN THIS DOCUMENT. THE TENDER MUST INCLUDE LABOUR, MATERIALS, EQUIPMENT AND OVERHEAD. THIS REQUEST SHALL NOT BE CONSIDERED AUTHORIZATION TO PROCEED WITH THE WORK HEREIN DESCRIBED.

Contact Person: Michael Roy
mroy@dinosaurvalley.com
403-823-1311

CLOSING DATE: July 6, 2011 at 2:00 pm local time

Agenda Item # 8.3.5

SCOPE OF WORK:

The Town of Drumheller wishes to purchase a new colour photocopier for the Administration Office for Town Hall.

As a minimum, we require the following:

- Black and white/color
- 45 or greater copies per minute
- Duplexing
- Mixed Originals
- Scan to E-mail (PDF format)
- 1024 MB Ram or larger
- 60Gb hard drive or larger
- Hole Punch
- Stapling
- Booklet Finishing
- Bi and Tri fold
- On-line paper supply for letter, legal, and ledger
- Large Capacity Cassette for letter size
- Bypass tray for envelopes as well as cover and business card stock
- Network Ready

Your proposal will also provide:

- Delivery date
- Service and/or Maintenance costs
- Cost of Consumables
- On-site Service response time
- Availability of Service
- Availability of Equipment
- Installation and Training Costs
- Warranty Options
- Details of your "Loaner Program"
- Cost to relocate existing photocopiers as new one will go in location of highest demand and the oldest unit will be retired

Agenda Item # 8.3.5

Upon review the Town will award the purchase based on the following evaluation criteria:

Criteria	Weighting (%)
Cost	45%
Features included	25%
Availability (Delivery Time)	30%

- The Town of Drumheller will have the sole and unfettered discretion to award up to the maximum number of points for each criterion listed.
- By submitting a tender, each bidder acknowledges and agrees to waive any right to contest through legal proceedings. The decision to award points in respect to the above mentioned criteria will be at the sole discretion of the Town of Drumheller.

TENDER INELIGIBILITY

TENDERS THAT ARE UNSIGNED, INCOMPLETE, IMPROPERLY SIGNED OR SEALED, CONDITIONAL, ILLEGIBLE, OBSCURE, CONTAIN ARITHMETCAL ERRORS, ERASURES, ALTERATIONS OR IRREGULARITIES OF ANY KIND, MAY BE CONSIDERED INVALID.

THE LOWEST, OR ANY EVALUATED TENDER, MAY NOT NECESSARILY BE ACCEPTED. THE TOWN OF DRUMHELLER RESERVES THE RIGHT TO REJECT ANY OR ALL TENDERS, OR TO ACCEPT THE TENDER EVALUATED TO BE IN THE BEST INTEREST OF THE TOWN OF DRUMHELLER.



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 9.1



QUARTERLY REPORT

Name:	R.M. Romanetz, P. Eng.	Month:	April to June 2011
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Last Quarter's Accomplishments:

- **Mayor and Council:**

- Encana and the Clearwater Business Unit made a presentation to Council on April 4th, as well as Encana's Community Investment Program, landowner policies and operational and environmental best practices.
- On April 4th, Darcy Nundahl presented the Community Enforcement Work Plan to Council.
- On April 11th, Council appointed Bryce Nimmo to the Canadian Badlands Board of Directors.
- On April 11th, Bylaw 04.11 being the Supplementary Tax Bylaw and Bylaw 05.11 being the Business Tax Assessment Bylaw received third readings.
- On April 11th, Bylaw 07.11 being the Business Tax Rate Bylaw received first and second readings with the third reading received on April 26th.
- The Drumheller Off Road Vehicle Association Lease was renewed for five years on April 11th.
- On April 11th, the Elected Officials Remuneration Task Force Report was approved by Council.
- Councillor T. Zariski provided an overview of the roles and responsibilities of the Heritage Inventory Steering Committee on April 11th.
- On April 26th, a public hearing was held to consider Bylaw 06.11 to close a portion of undeveloped road allowance (Sandy Brown).
- On April 26th, Bill Herman provided an overview of the Curling Club's concerns regarding the building and requested that the lease be renewed with the amount the Club is responsible for repairs be reduced from \$4000.00 to \$2000.00.
- On April 26th, Eric Peterson, Gitzel Krjci Dand Peterson presented the 2010 Audited Financial Statements to Council.
- CAO and Directors' Quarterly Reports were presented to Council on April 26th.
- On April 26th, Bylaw 08.11 being the Joint Assessment Review Board Agreement received all three readings.
- On May 2nd, Jean Madill – Campus Alberta provided an overview of their post secondary program in conjunction with Olds and Red Deer Colleges and the Memorandum of Understanding between the Town and Campus Alberta. Town agreed to coordinate a meeting with the stakeholders which was held on June 21st.
- Karla Desilets – Family and Community Support Services, Cathy Smoliak – Seniors Co-ordinator and Amy Jopp – Community Services Coordinator provided an overview of their activities and program on May 2nd.
- On May 2nd, Administration provided an update on the Humane Society and the options of site locations.
- On May 2nd, Council agreed to name the connection road to the BCF from 3rd Street Veteran's Way.
- On May 2nd, Councillor T. Zariski provided an overview of the increase to the Seniors' Foundation Requisition.

Office of the Chief Administrative Officer

Telephone: (403) 823-1339

	Created by Handy	Page 1 of 4
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Agenda Item # 9.1

- Council heard a presentation from Bernie Gold, Director of Retirement Services, AMSC Pensions on May 9th.
- On May 9th, Bylaw 09.11 being the Tax Rate Bylaw received first and second readings with third reading received on May 24th.
- On May 9th, Council awarded the Cast Iron Watermain Replacement Program to Knibb Developments Ltd.
- On May 9th, Council awarded the contract for Professional Engineering Services for Roads and Bridge Structures for 2011-2013 to AECOM.
- On May 9th, Council approved the out of scope salaries for 2011 as presented by the CAO.
- The Strategic Business Plan was approved by Council on May 24, 2011.
- On May 24th, Council directed Administration to establish a group RRSP with AMSC at 3% matching with immediate eligibility, and employee portion withdrawal at the discretion of the employee and employer portion withdrawal to be at the discretion of the employer.
- Rod Viske – Wildrose Assessment provided information on how assessments are calculated on May 30th.
- On June 6th, a public hearing was held to consider Bylaw 10.11 being an application to amend the Land Use Bylaw Section 32 HWY-C – Highway Commercial District by adding Education Facility – Unconventional to the list of discretionary uses. Bylaw 10.11 received second and third readings on this same date.
- On June 6th, Council heard a presentation from Dino Art Committee (a sub-committee of the Drumheller Chamber of Commerce) which was formed to oversee and manage the Dino Art Program.
- On June 20th, Council approved the summer meeting schedule.
- On June 20th, Council heard presentations from Jeff Hall, Chair – Fundraising Cabinet, Leanna Mohan and Ray Telford - Drumheller Valley Buying Group as well as presentations from Fred Makowecki, Chair – Policing Committee and Staff Sgt. Art Hopkins.
- On June 20th, Council moved an amendment to the Quality Management Plan (QMP) to relinquish enforcement of Part IV of the Fire Code dealing with tank storage of flammables or combustibles to the Petroleum Tank Management Association of Alberta (PTMAA).
- Bylaw 11.11 being the Municipal Emergency Management Bylaw received three readings on June 20th.
- On June 20th, Council accepted the proposal from Group 2 Architects for the needs analysis and design services to relocate the Town Hall to the new location at the Civic Centre.
- On June 27th, Council awarded the Street Improvement Program to Rubydale Asphalt Works in the amount of \$1,070,918 and authorized Administration to negotiate unit price extensions for the additional work at the Badlands Community Facility.
- On June 27th, Administration presented the draft Capital Financing Strategy.
- Bill Davidson and Tweet Bergos – Newcastle Community Hall provided an overview of their proposal for the hall on June 27th.

2011 Strategic Business Plan as set in March, 2011 - Corporate Priorities:

IMPLEMENTATION OF MUNICIPAL SUSTAINABILITY PLAN

Need to move forward with meeting with community groups to discuss an implementation plan of the recommendations and to clarify expectations as may be required (the Province is preparing an implementation template to assist with the process).

TOURISM MASTER PLAN

The Drumheller Valley Buying Group made a presentation to Council on June 20th. The next steps will include:

- Put an ad out for a Destination Marketing Manager in August, for an October hire with funds coming from the Town and Chamber; and

Agenda Item # 9.1

- Hold a public meeting in September with all stakeholders to provide input. The Drumheller Valley Buying Group will make the final recommendations.

FOCUS ON AESTHETICS' ENFORCEMENT

Community Enforcement Work Plan presented to Council at their Committee Meeting of April 4th, 2011. Areas of Focus: property protection, regulation and matters of public safety. The spring and summer work schedule includes unsightly premises, weeds, animal control, RV parking, parking, road infrastructure protection, weights and dimensions, etc. In addition to being proactive and reactive, the enforcement process will include progressive enforcement which is an approach that seeks to change negative behavior (or actions) in favour of improving the current circumstances.

CAPITAL FINANCING STRATEGY

Administration presented the draft Capital Financing Strategy to Council on June 27th.

DRUMHELLER FEASIBILITY TRANSIT STUDY

Council needs to review the Transit Feasibility Study and set direction.

BADLANDS COMMUNITY FACILITY PROJECT MANAGEMENT

- On June 27th, David Edmunds - GEC provided a detailed update on the construction schedule and budget to Council.
- Project Team Minutes and BCF SC Minutes are circulated to Council for information.
- Knibb has commenced tying in the last piece of the storm water work on Riverside Dr.
- The work for the parking lot base and pavement along with the concrete work will be included with Rudydale's contract. The road on the east side is included in the SIP.

EAST COULEE WATERLINE

Letter received from Hon. Luke Ouellette, Minister of Transportation advising that under the Water for Life Program the Town will receive a grant of 90% of the estimated eligible project costs, or up to \$3.45M for the Cambria to East Coulee Regional Waterline Extension. Stantec has been preparing the design drawings and once the numbers are finalized, the Town will prepare the local improvement plan. A public meeting will be held in September.

LANDFILL OPERATIONS

- Completed another successful Annual Spring Cleanup from May 2nd through to the 12th. A summary report on tonnage and previous years comparisons has been included for Council's information.
- The Rural Regional Recycling program is progressing however an education campaign will be undertaken shortly.
- Rosedale and East Coulee will see the placement of recycling containers for cardboard and newsprint. This program is in partnership with the Rosedale and East Coulee Community Associations. The containers will be in place by August 1st.
- Grand opening and ribbon cutting ceremonies were held on July 15th for the WWTP and the Landfill Expansion. All levels of government were in attendance.

Seminars / Meetings Attended:

Facility Inspections (Civic Centre/Library – Apr. 5; WTP – June 17; Public Works Shop A & B – June 30)

Info Session – Realtors / Bankers / Developers – Apr. 6

BCF Steering Committee – Apr. 6, May 18, June 15

Drumheller WWTP – Apr. 7

Signing Off CUPE Agreements – Apr. 27

Road Data – Apr. 27

Solid Waste Executive – Apr. 28

Solid Waste Meetings – Apr. 28 / June 16

Bohemian Group – May 3
QAC's Quarterly Report to June, 2011

Agenda Item # 9.1

Engineering Proposals – May 3
Relocation of Town Hall – May 5, June 14, June 29
Business Manager Interviews – May 6
BCF Project Team – May 11, June 21
Michichi Creek – May 12
BCF Fibre Optics – May 13
PRMS (Brad Wiebe) – May 6, June 15
BCF Walk Thru Tour – May 17
Municipal Administration Leadership Workshop – May 17th – 20th
Econ Development Task Force – May 18
Mtg with Huxted – May 24, June 30
Mtg with Lloyd Morgan – May 25
Mtg with Vance Neudorf – May 25
Brownfields Redevelopment Working Group – May 25, June 7, June 28
Canadian Association of Municipal Administrators – May 29th – June 2nd
Federation of Canadian Municipalities – June 3rd - 6th
Mtg with CUPE members – June 7
Mtg with Fire Chief re: Brownfields – June 7
2011 Watermain Replacement – June 7
Emergency Management – June 10
East Coulee Water Line – June 10; June 24
EARN Partnership Breakfast – June 16
SIP Pretender Mtg – June 17
Campus Alberta – June 21
MPE – June 24
Green Team – June 29
Bob Sheddy (various dates)
Legal Matters (various dates)
Land Matters (various dates)
Citizens Advisory Committee (Institution) - monthly
BCF Construction Meetings - every second Wed.
Other Construction Projects Meetings (as required)

Upcoming Seminars / Meetings

RDRMUG (Dixon Dam) – July 14
Brownfields Redevelopment Working Group – Aug. 11; Sept. 13
Alberta Emergency Alert – Aug. 25

Outstanding Issues for the Next Quarter:

Water Plant Upgrades
Upgrades to Wastewater East Coulee
Capital Financing Strategy
BCF – Fitness Equipment Tender
BCF – Furnishings Tender
BCF – Software Tender
BCF – Play Area Tender
Recruitment of Director of Corporate Services

CAO:



Agenda Item # 9.1

DRUMHELLER & DISTRICT SOLID WASTE MANAGEMENT ASSOCIATION
 # 703 - 2 nd Avenue West, Drumheller, Alberta T0J 0Y3
 Phone:(403) 823-1345 / Fax: (403) 823-1344
MEMORANDUM

TO: Allan Kendrick Director
 Keith Russell Superintendent

FROM: Tammi Nygaard, Operations Manager

CC: R. M. Romanetz P. Eng.

DATE: June 24, 2011

SUBJECT: Spring Cleanup 2011

For your information the following will list the totals for this years Spring Cleanup 2011 I have included 2010, 2009, & 2008 totals for comparison purposes.

Amnesty from April 30, 2011 – May 14, 2011
 Town collection from May 2 - May 12, 2011

	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
(wood, household, compost)	219.11 mt	210.00 mt	263.27 mt	267.96 mt
Metal Only	43.41 mt	53.20 mt	42.33 mt	38.84 mt
Batteries	111 units	71 units	146 units	197 units
Tires	257 tires	257 tires	357 tires	513 tires
Prop. Tanks	115 tanks	126 tanks	156 tanks	158 tanks
Freon	55 units	56 units	62 units	64 units
Paint cans	1,413 cans	1,294 cans	1,579 cans	1,735 cans
Computers	177 units	154 units	180 units	190 units
Televisions	177 units	233 units	144 units	144 units
Microwaves	65 units	69 units	52 units	
Public	38.44 mt	31.91 mt	13.76 mt	18.07 mt

All of the tires, paint, propane tanks, batteries, computers, televisions, microwaves and freon appliances were collected and segregated at the Landfill. All metals and appliances were collected together for a total of 43.41 metric tonnes using both the H & H Huxted bins and Town staff. The total 219 metric tonnes of household includes; wood, compost, & household materials. Town staff collected and delivered 101.47 metric tonnes of household materials and compost, with 117.64 metric tonnes delivered in the bins. Compared to last year totals we had an increase of 4.5 % in wood, compost, and household material and a 19% decrease in metal. The number of residents self hauling this year was up by approximately 20%.

Total Man hours including overtime:

TOTAL MAN HOURS 2011: 792 Regular hours and 94 hours overtime

Agenda Item # 9.1

**Spring Cleanup 2011
Town of Drumheller
Council Meeting
Page 2.**

Town Equipment utilized for the 2011 Spring Cleanup

2010 John Deer 710 J Backhoe Loader
1997 John Deer 710D Backhoe Loader
2003 John Deer Loader
2006 Tandem Freightliner
1998 International Tandem
2009 Tandem Freightliner
2006 Chev 1 Ton
2004 Ford 1 Ton Dump Body
2008 Ford 1/2 Ton

Total Costs for the 2011 Spring Cleanup:

Labour	\$22,395.66
Advertising	\$ 1,142.33
H & H Huxted	\$ 5,980.00
Total	\$29,517.99



DRUMHELLER

CORPORATE SERVICES

Agenda Item # 9.3



Quarterly Reports

Name:	Michael Roy Director of Corporate Services	Quarter:	2 nd Quarter 2011 April to June 2011
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Accounting and Finance

- 2010 year-end completed and presented to Council
- Quarterly financial report updated to be consistent with presentation groupings in year-end financial report.
- 10 year capital plan presented to Council
- Capital Financing Strategy presented to Council

Administration


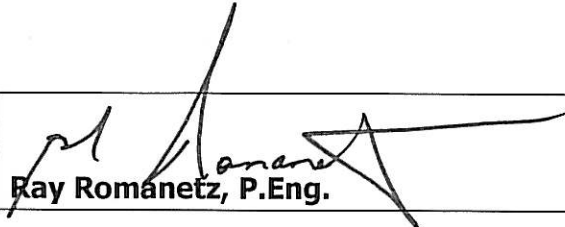
- Attended AUMA advisory group meeting regarding insurance and risk management

Information Technology

- Attended meeting with MPE regarding installation of Fiber for connections of facilities in the downtown area

Outstanding Issues for the Quarter

- Phone system, redundant site installation – alternate options being investigated
- 10 year capital plan, Council acceptance/direction pending
- Capital Financing Strategy, Council acceptance/direction pending

Director:	 Michael Roy	CAO:	 Ray Romanetz, P.Eng.
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Agenda Item # 9.3

Financial Report

Attached is the financial report for the second quarter, the financial report has been adjusted to align with year-end financial statement presentation and to reflect changes that have occurred to reporting requirements.

In the financial report:

- Computer services is at 52% of budget, which is in line for half the year but several of the annual software support items are paid for in the first part of the year as they are tied to the calendar year.
- Revenues on policing is below budget, but the grant payment has been received in July
- Safety Codes – Drumheller permit fees are usually expensed when the file is closed as a result the net operation is overstated.
- Animal and Pest Control's revenue is received in the first quarter with expenditures occurring regularly throughout the year.
- Municipal Planning requisition is paid for ½ in first quarter and the remainder is paid in third quarter. This is also where the 2008 Regional Partnership Initiative grant, that the Town is the lead municipality, is being administered from. Palliser has now drawn \$50,000 of the \$75,000 grant.
- Non-FCSS Programs is an area that the Town will receive grants for specific projects, like CBI (Community Building Initiative). Generally the grant dollars are received and then expended throughout the year, so at this point the budget area shows a positive revenue situation.
- Cemetery is in a positive situation at the half way mark of the year, but the majority of the work here will be doing in the third quarter.

**Town of Drumheller
Financial Report
For The Month Ending June 2011 (un-audited) (50% through the year)**

General Operating Revenues

0001 General Revenues

Legislative

1101 Legislative

Administration

1201 Administration

1202 Town hall

1203 Computer Services

Protective Services

2101 Policing

2301 Fire Department

2401 Disaster Services/Risk Mngmnt

2501 Ambulance Services

2601 Safety Codes - Drumheller

2602 Safety Codes - Palliser

2603 Development Permits

2610 Animal and Pest Control

2611 Weeds

2612 Mosquito

Transportation Services

3101 Administration

3102 Workshop and Yards

3202 Roads and Streets

3203 Street Lighting

3204 Traffic Services

3211 Secondary/Primary Hiways

3301 Airport

Revenue			Expenditures			Net of Revenue and Expenses		
Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%
4,451,747	8,287,985	53.71	-	-		(4,451,747)	(8,287,985)	NA
4,451,747	8,287,985	53.71	-	-		(4,451,747)	(8,287,985)	
-	1,000	-	89,984	202,471	44.44	89,984	201,471	44.66
-	1,000	-	89,984	202,471		89,984	201,471	
6,558	315,950	2.08	515,156	1,055,851	48.79	508,598	739,901	68.74
3,000	-	NA	61,722	100,827	61.22	58,722	100,827	58.24
-	-	NA	116,520	226,174	51.52	116,520	226,174	51.52
9,558	315,950	3.03	693,398	1,382,852	50.14	683,840	1,066,902	
72,328	487,456	14.84	667,478	1,494,668	44.66	595,150	1,007,212	59.09
20,694	33,700	61.41	151,573	372,149	40.73	130,879	338,449	38.67
12,525	-	NA	14,495	37,658	38.49	1,970	37,658	5.23
-	-	NA	(55)	-	NA	(55)	-	NA
36,757	139,800	26.29	32,014	178,120	17.97	(4,743)	38,320	(12.38)
(1,700)	58,350	(2.91)	19,496	47,461	41.08	21,196	(10,889)	(194.66)
13,420	18,000	74.56	31,520	76,423	41.24	18,100	58,423	30.98
23,135	17,293	133.78	6,323	25,012	25.28	(16,812)	7,719	(217.80)
1,997	6,000	33.28	7,662	44,404	17.26	5,665	38,404	14.75
-	-	NA	29,608	62,058	47.71	29,608	62,058	47.71
179,156	760,599	23.55	960,114	2,337,953	41.07	780,958	1,577,354	
1,350	1,353	99.78	188,614	385,588	48.92	187,264	384,235	48.74
14,127	10,100	139.87	104,781	216,900	48.31	90,654	206,800	43.84
-	5,300	-	735,961	1,639,091	44.90	735,961	1,633,791	45.05
-	-	NA	101,544	228,748	44.39	101,544	228,748	44.39
-	-	NA	14,079	56,390	24.97	14,079	56,390	24.97
(32,791)	-	NA	-	-	NA	32,791	-	NA
8,922	60,000	14.87	46,374	165,561	28.01	37,452	105,561	35.48
(8,392)	76,753	(10.93)	1,191,353	2,692,278	44.25	1,199,745	2,615,525	

**Town of Drumheller
Financial Report
For The Month Ending June 2011 (un-audited) (50% through the year)**

Water and wastewater

4101	Administration
4102	River Intake & Pump Station
4103	Low Lift Pump Station
4104	Raw Water Reservoir
4105	Purification & Treatment
4106	Transmission/Distribution
4201	Sewage Admin - Drumheller
4202	Sewage Admin - Rosedale
4203	Sewage Admin - East Coulee
4211	Sewage Collection - Drumheller
4213	Sewage Collection - East Coulee
4221	Sewage Treatment - Drumheller
4223	Sewage Treatment - East Coulee

Revenue			Expenditures			Net of Revenue and Expenses		
Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%
1,010,831	2,670,801	37.85	817,508	1,626,921	50.25	(193,323)	(1,043,880)	18.52
-	-	NA	26,945	70,500	38.22	26,945	70,500	38.22
-	-	NA	3,773	13,428	28.10	3,773	13,428	28.10
-	-	NA	11,609	68,518	16.94	11,609	68,518	16.94
-	-	NA	372,662	880,896	42.30	372,662	880,896	42.30
-	-	NA	179,201	526,768	34.02	179,201	526,768	34.02
650,636	1,613,191	40.33	504,467	1,043,446	48.35	(146,169)	(569,745)	25.66
-	-	NA	-	-	NA	-	-	NA
18,595	32,220	57.71	1,292	2,739	47.17	(17,303)	(29,481)	58.69
-	-	NA	132,187	478,875	27.60	132,187	478,875	27.60
-	-	NA	8,170	12,224	66.84	8,170	12,224	66.84
-	-	NA	214,143	600,993	35.63	214,143	600,993	35.63
-	-	NA	26,604	65,405	40.68	26,604	65,405	40.68
1,680,062	4,316,212	38.92	2,298,561	5,390,713	42.64	618,499	1,074,501	
36,422	85,800	42.45	179,476	380,557	47.16	143,054	294,757	48.53
36,422	85,800	42.45	179,476	380,557	47.16	143,054	294,757	
97,521	191,218	51.00	49,305	113,551	43.42	(48,216)	(77,667)	62.08
3,042	8,500	35.79	13,750	50,215	27.38	10,708	41,715	25.67
200	-	NA	18,355	48,956	37.49	18,155	48,956	37.08
-	-	NA	11,546	27,546	41.92	11,546	27,546	41.92
5,370	16,444	32.66	27,870	84,954	32.81	22,500	68,510	32.84
-	-	NA	18,609	27,000	68.92	18,609	27,000	68.92
48,538	-	NA	36,352	19,914	182.54	(12,186)	19,914	(61.19)
12,712	32,782	38.78	12,440	91,879	13.54	(272)	59,097	(0.46)
167,383	248,944	67.24	188,227	464,015	40.56	20,844	215,071	

Environmental Health - Other

4301 Garbage

Public Health and Welfare

5101	FCSS Administration
5102	Handyman Services
5103	Seniors
5105	Volunteer Program
5106	After School Care
5121	Indirect Programs
5302	Non-FCSS Programs
5601	Cemetery

**Town of Drumheller
Financial Report
For The Month Ending June 2011 (un-audited) (50% through the year)**

Environmental Development

6101	Municipal Planning	25,000	-		59,363	68,727	86.38	34,363	68,727	50.00
6201	Economic Development	18,350	-		50,987	99,465	51.26	32,637	99,465	32.81
6202	Valley Bus Society	3,015	-		32,264	63,654	50.69	29,249	63,654	45.95
6203	Community Lotteries Board	-	-		-	-	NA	-	-	NA
6204	Tourism Bureau	168,750	-		130,665	112,086	116.58	(38,085)	112,086	(33.98)
6601	Subdivision & Developments	10,000	-	NA	2,275	-	NA	(7,725)	-	NA
6602	Land Rentals	2,840	6,370	44.58	-	-	NA	(2,840)	(6,370)	44.58
6701	Public Housing Operations	11,173	22,346	50.00	51,523	116,277	44.31	40,350	93,931	42.96
6902	Community Centre	-	-		95	-	NA	95	-	NA
6904	Old City Cells	-	-		2,684	3,800	70.63	2,684	3,800	70.63
6905	Police Building	24,792	84,750	29.25	40,367	113,966	35.42	15,575	29,216	53.31
		263,920	113,466	232.60	370,223	577,975	64.06	106,303	464,509	

Recreation and Parks

7201 Administration	714	-	NA	283,501	573,511	49.43	282,787	573,511	49.31
7202 Aquaplex	81,804	218,000	37.52	312,927	726,271	43.09	231,123	508,271	45.47
7203 Arena	60,835	153,054	39.75	267,752	554,225	48.31	206,917	401,171	51.58
7204 Parks and Playgrounds	1,619	13,917	11.63	188,935	719,011	26.28	187,316	705,094	26.57
7205 Seasonal Recreation Programs	3,544	17,891	19.81	2,482	29,481	8.42	(1,062)	11,590	(9.16)
7206 Curling Club	-	-	NA	-	3,000	-	-	3,000	-
7401 Civic Centre	1,556	6,006,442	0.03	41,585	117,966	35.25	40,029	(5,888,476)	(0.68)
7402 Library	-	-	-	89,737	169,251	53.02	89,737	169,251	53.02
7403 Community Halls	-	-	-	-	-	NA	-	-	NA
7404 Multi-Use Recreation	-	38,667	-	146,067	491,670	29.71	146,067	453,003	32.24
7411 Community Events	7,000	2,000	350.00	12,337	25,546	48.29	5,337	23,546	22.67
	157,072	6,449,971	2.44	1,345,323	3,409,932	39.45	1,188,251	(3,040,039)	

Total Operations

	6,936,928	20,656,680	33.58	7,316,659	16,838,746	43.45	379,731	(3,817,934)	
Government transfers for capital	-	9,401,151	-	-	-	-	-	(9,401,151)	-
	6,936,928	30,057,831	23.08	7,316,659	16,838,746	43.45	379,731	(13,219,085)	

Cash Basis

5301 Seniors Foundation	245,492	151,094	162.48	-	151,094	-	(245,492)	-	NA
Transfer from/to restricted funds	-	6,784,340	-	1,378,086	1,905,921	72.31	1,378,086	(4,878,419)	(28.25)
Departmental transfers	143,600	287,200	50.00	143,600	287,200	50.00	-	-	NA
Debtenture Principal	-	-	NA	220,915	456,775	48.36	220,915	456,775	48.36
Tangible Capital Assets	-	-	NA	5,208,681	24,481,730	21.28	5,208,681	24,481,730	21.28
9701 Operating Contingencies	-	-	NA	-	-	NA	-	-	NA
	389,092	7,222,634	5.39	6,951,282	27,282,720	25.48	6,562,190	20,060,086	

Cash Basis

	7,326,020	37,280,465	19.65	14,267,941	44,121,466	32.34	6,941,921	6,841,001	
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Summary

General	(238,768)	Expected Year to Date Percentage			50.00%
Water	400,867	Total Revenue	7,326,020	37,280,465	19.65
Sewer	217,632	Total Expenses	14,267,941	44,121,466	32.34
Total	379,731	Net (Surplus) Deficit	6,941,921	6,841,001	



DRUMHELLER

COMMUNITY SERVICES

Agenda Item # 9.4



Name:	Paul Salvatore, Director	Quarter:	2011 2 nd Quarter
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Economic Development and Communication

Ray Telford, Coordinator

Tourism

We held the fifth annual "Be a Tourist in your own Town". During the week of May 15-22 we used Radio, Newspaper, Fax, Email and Websites to encourage our residents to "Be a tourist in your own Town. Merchant participation was good

Attended the International Responsible Tourism Conference in Edmonton. Canadian Badlands paid our registration. Topics Included: accessible tourism, sustainable livelihoods, local tourism development, tourism in vulnerable economic regions, Green conference suggestions, World Vision Canada, United Nations Tourism, Agri Tourism in India.

Destination Marketing Organization (DMO) The Drumheller Valley Buying Group (DVBG) has held three meetings to establish guidelines and criteria for a future DMO. As part of our working strategy we travelled to Lethbridge to talk with Chinook Country DMO. We gave an update to council to keep them informed on the path we are taking to establishing a DMO. We should have our recommendations ready for September/October.

Canadian Badlands Limited (CBL) Funding- Applied for funding to the RADF and the Rural Secretariat Fund via the CBL for funding to initiate some of the objectives in the Tourism Master Plan.

Our DVBG participated in two tourism Trade Shows in April. Rural Routes Show in Calgary and the Edmonton Journal Tourism Show in Edmonton. Response for Drumheller was good. The trade show provided additional information for future marketing endeavors.

CHTR Radio back on the air on May 18 2011.. New scripts were added with more to follow. Music Library was refined and more selections added.

Communications

I entered the Town of Drumheller in Venture Magazines Top Communities Contest. Drumheller was one of the TOP 25 Communities to do business in Western Canada. Drumheller was also listed as the top tourism destination in the magazine

Town of Drumheller Promotional Video was revised and is on the website

Community Facility

Contacted 40 organizations and sent them information on our conference facilities
Developed a time lapse video of the construction of the facility and posted it on our web
Booked 4 events for the facility

Telephone: (403) 823-1316

Agenda Item # 9.4

Economic Development

Met with two developers. Prepared specific packages for them. Projects based in the tourism industry
Attended an Alberta Downtown Association Conference. Workshops were based on Business Revitalization zones, Tourism Zones, Branding and Downtown Revitalization.

Organized a Realtor Session. We provided an update for all the realtors on various projects within the Town of Drumheller.

Spoke at a Remax Information session about Economic Development.

Part of the organizing committee for the EARN Breakfast. This was an extension of the breakfasts that Economic Development used to host. We now received funding from the province to host larger events.

Working on the Retail Survey. All the results are in. A sub-committee is providing recommendations.

Met with subcommittee for Downtown Plaza

Family and Community Support Services

Karla Roberts, Coordinator

Cathy Smoliak (Seniors Program)

Jocelynn Peevey (Before and Afterschool Care Program)

Amy Jopp (Community Building Initiative)

1.Community Program Updates:

Program	April/May/ June (2nd Quarter)
Seniors Program	-served over 407 clients (including 7 Newly Bereaved, 41 ASB/Special Needs, 46 CPP, OAS and GIS and 24 income tax returns.) Celebrated Seniors Week with a number of activities. - Recruited seniors to participate in the Sprouts Program, a gardening program developed by Badlands Community Gardens, where youth assist seniors with their gardening needs. Attended Valley Bus Society board meetings in June.
Play Time	Total of 275 participants this quarter Passport for the Parks is being run for months of July and August.
Before and After School Care Program	Program continues to run to capacity – evaluation of proposed Elim Pentacostal service is required.
Community Building Initiatives	Drop-in youth basketball session was finished for the season. A youth walk for friendship event was held, raising funds for the Badlands Teen Initiative. Supported DVSS Drumheller Valley Secondary School and St. Anthony's with Rachel's Challenge Bullying Presentation. Information sessions were hosted on Adoption, Kinship and Fostering to 44 attendees.
Babysitter Course/People Savers	One Red Cross Babysitter's course was run in April 16. It had 18 participants.
Roots of Empathy	A year end celebration was held on June 8 th , over 250 children benefitted children. It is planned to continue in 2012..

Telephone: (403) 823-1316

Agenda Item # 9.4

Family Resource Worker Programs	<p><i>St. Anthony's School-Amber Channell</i> <i>DCHS-Michele Salvatore</i> <i>GreenTree-Dave Watson</i></p> <p>Major issues center around: Separation/divorce, family violence/abuse, behavioral issues, anger management, bullying and peer pressure. Preventative programs: pro-socials, lunch bunch, anger management, anxiety management and grief/loss. Presentation topics include: Emotional literacy, Accepting loss and new experiences, accepting difference and bullying prevention.</p>
Leaders of Tomorrow and Volunteer Week	<p>Our 'Leaders of Tomorrow' recipients were Landon Brown (Grades 7-9) and Shelby Augart (Grades 10-12). Their awards were presented at council on April 11.</p> <p>This year we launched our volunteer website, www.volunteerdumheller.com. Over 100 volunteers were recognized within the community.</p>
July 1 st , Celebrations	<p>Received \$4000.00 in federal funding and \$3000 in donations. Have created a 'Celebrate Drumheller's Coal Miners' themed float for parade. Having the mayor and actual coalminers ride on the float. Feedback on the events was very positive.</p>
Summer Fun	<p>Summer Fun planning is completed. Stephanie Henrickson is our returning summer fun leader and proving herself an asset to the program. Summer Fun workers started on June 22 and 27th. Kelsie Zaleschuk is returning. Megan Fandry is new this year. Enrollment is sitting at approx 20 participants/day registered for the first week. The following weeks have increased numbers of approx 25-30/day. Ordered bright yellow t-shirts this year for participants (fundraised half of cost).</p>
Parenting After Separation Seminars	<p>Contract with Justice Alberta, April 1, 2011-March 31, 2013 Contracted to hold a 6 hour session every quarter of the year. Mandatory course for any couple who is seeking a divorce that has children. Closest place without us offering this course would be Calgary or Red Deer. A Lawyer and counselor conduct course. Invoices (presenters and security) are paid by town and Alberta Justice reimburses all our costs. First course will be in July. Registration is taken by the Court House.</p>

1. Next Quarter's Objectives

- monitor and help with extra staffing for Summer Fun program
- preparing for my Maternity leave (manuals etc.)
- FCSS newsletter for July-Sept 2011
- report on one outcome for FCSSAA
- Early Childhood Mapping projects (September)

Telephone: (403) 823-1316

Recreation Administration

Judy Quintin-Arvidson

Transition to Lacrosse and Softball / Baseball seasons.
Scheduling ice allocation meetings for June, 2011.
Arena Ice will be reinstalled – beginning the week of July 25th.

Support for Committees

Policing Committee
Municipal Planning Commission
Economic Development
Taxi Commission
Sports, Recreation and Culture Expo – September 7, 2011

Aquaplex

Ann Wade , Aquaplex Supervisor

Summer swim lessons are underway additional planning for community facility (recreation requirements).

Protective Services

Fire Department

Bill Bachynski, Fire Chief

- * The Drumheller Fire Department, including East Coulee and Rosedale currently has a total of 44 personal. To date the total call volume is 58 calls.
- * Closing date for the RFP of the new pumper truck will be closing July the 15 a t 2 pm. I am expecting response from four manufacturers. Once awarded, the delivery for the truck is expected to be in the spring of 2012.
- * On June the 10th thru the 12th the Drumheller Fire Department hosted the southern Alberta/ Top Cop event. There were approximately a total of 150 participants which were divided into categories according to age groups. The Drumheller department had a total of nine members and placed extremely well in the event and have qualified and will be attending the nations being held in Medicine Hat in September of 2011.
- * The fire fit/top cop competition was a huge success with many positive comments from spectators and those who competed.
- * It is the hope that we will be able to host this event again.

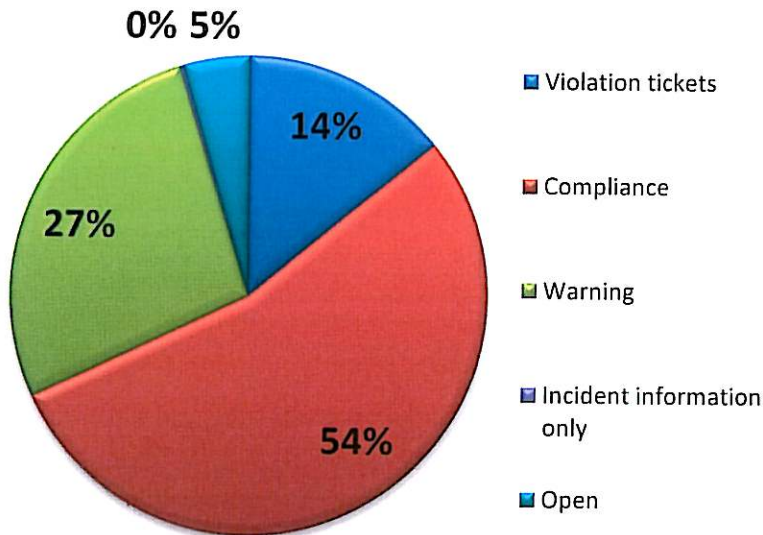
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Drumheller Community Enforcement – 2nd Quarter Report – 2011

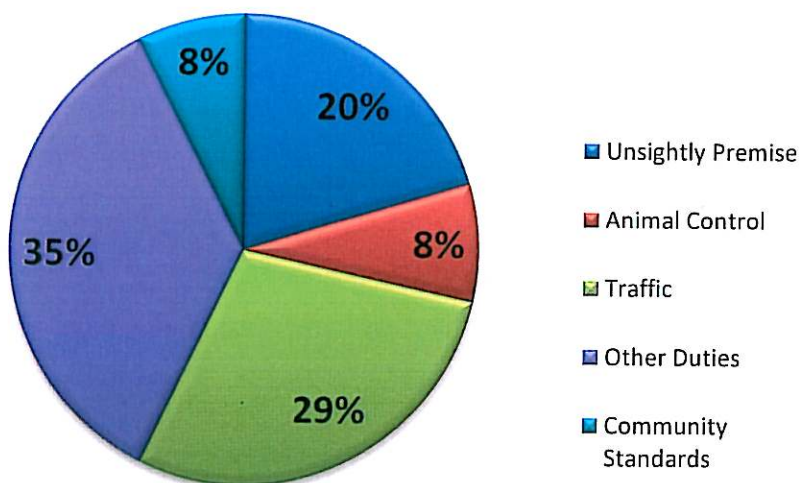
Supervisor, Peace Officer Darcy Nundahl

Daily Operations

Community Enforcement activities are consistent with the **Annual Work Plan** having to date 397 incidents reported. Calls are focused on requests for service with respect to municipal bylaw incidents, animal and traffic complaints. Approximately 1-3 calls per day come to the office line (63) , and 4 -7 calls per day come from officer observation (308), online reporting (17) or at office walk- up's.(9) The following is the incident disposition for this quarter:



Enforcement Core Focus



Telephone: (403) 823-1316

Enforcement in Drumheller

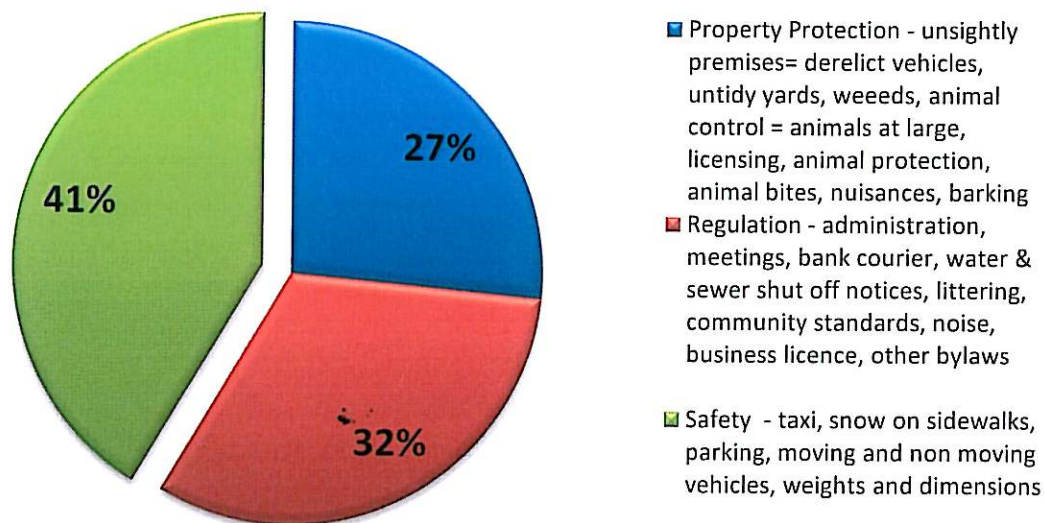
Agenda Item # 9.4

Through this quarter the core focus resulted in many unsightly premises being investigated which would range from various community standard issues. Community Enforcement continues to address issues on a seasonal basis through a proactive approach. Traffic duties include parking issues, commercial vehicle enforcement incidental traffic and abandon vehicles. Over fifteen properties were dealt with in regards to graffiti with a 99% compliance rate from property owners.

Continued review of municipal legislation and discussions with department head on review and schedule timeline targets.

Community Enforcement has taken steps to standardize vehicle and uniform markings to create a consistent image of Community Enforcement in Drumheller which is meeting the Solicitor General guidelines.

Engagement Protocol: Inform, educate, enforce

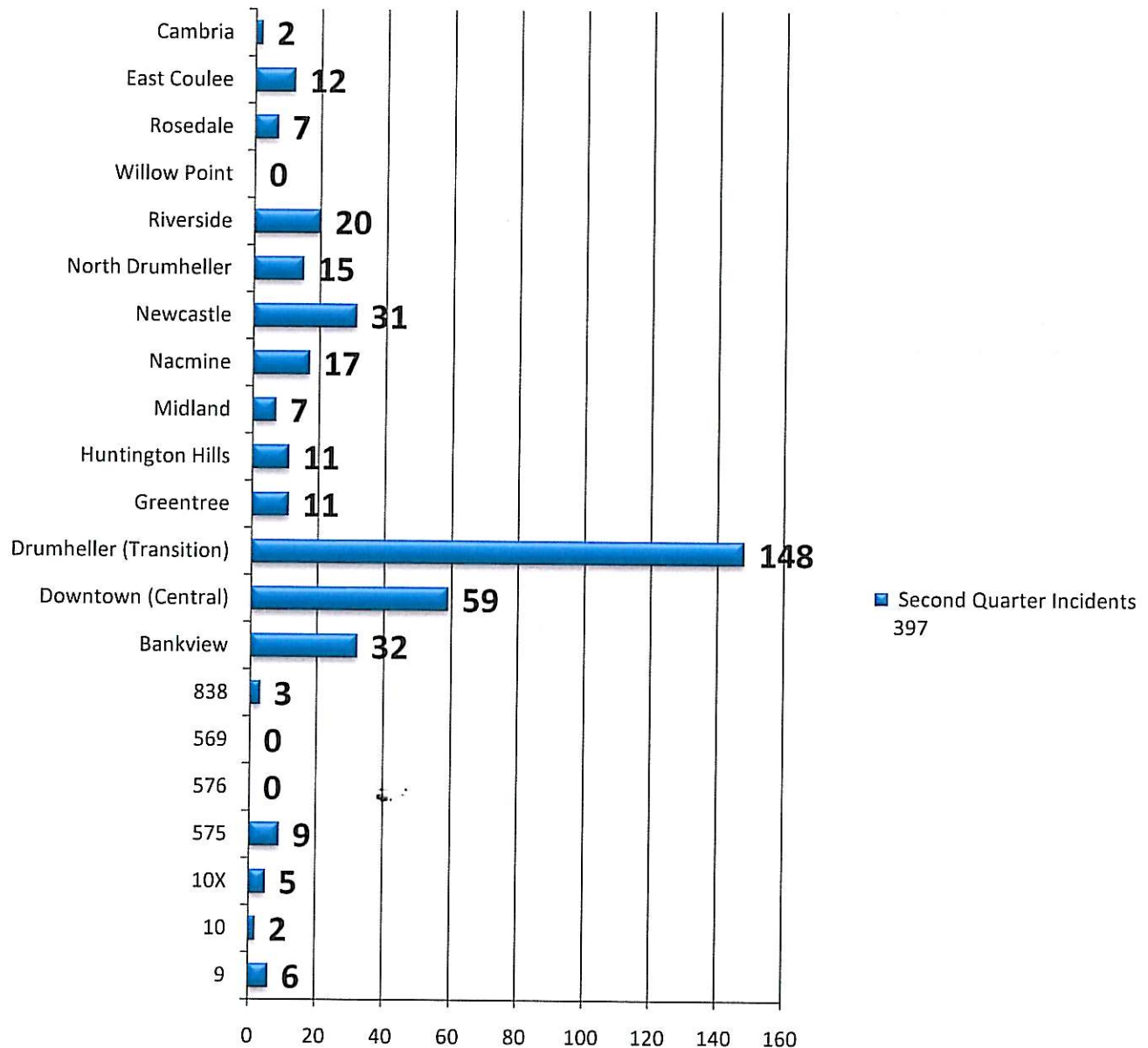


In each quarter enforcement activities is delivered as a core focus from the above enforcement engagement protocol. While there is a range of enforcement activities that can be achieved regardless of weather, there is a strong relationship between the seasons and the range of activities that our Community Enforcement Officers will face due to weather.

- Winter (November – March) - snow, parking, traffic, educational opportunities.
- Spring (April – May) – weeds, animal control, unsightly premises, parking, traffic, road infrastructure protection.
- Summer (June – August) – unsightly premises, weeds, animal control, traffic (Step joint education operations, RV parking, parking etc.)
- Fall (September – October) – animal control, unsightly premises, traffic

Telephone: (403) 823-1316

Location of Enforcement Activities



RCMP Report – was presented to Council in June 2011.

Telephone: (403) 823-1316

Development and Safety Codes
Cindy Woods, Development Officer
Linda Taylors, Safety Codes Clerk

Agenda Item # 9.4

Town of Drumheller Building Permits
Quarterly Report Ending June 30, 2011

Category	Values	Date						Grand Total
		Jan	Feb	Mar	Apr	May	Jun	
COMMERCIAL	Permits Issued	1			4	1		6
	Construction Value	\$20,000			\$357,780	\$48,000		\$425,780
FARM	Permits Issued		1					1
	Construction Value		\$140,000					\$140,000
	Construction Value					\$305,000		\$305,000
RESIDENTIAL	Permits Issued	1	6	4	3	14	17	45
	Construction Value	\$2,000	\$57,000	\$197,500	\$132,000	\$295,000	\$1,696,035	\$2,379,535
Total Permits Issued		2	7	4	7	16	17	53
Total Construction Value		\$22,000	\$197,000	\$197,500	\$489,780	\$648,000	\$1,696,035	\$3,250,315

Town of Drumheller Building Permits
Quarterly Report Ending June 30, 2010

Category	Values	Date						Grand Total
		Jan	Feb	Mar	Apr	May	Jun	
COMMERCIAL	Permits Issued	1		1	4	5		11
	Construction Value	\$235,000		\$10,000	\$198,000	\$650,000		\$1,093,000
INDUSTRIAL	Permits Issued			1				1
	Construction Value			\$560,000				\$560,000
INSTITUTIONAL	Permits Issued			1			1	2
	Construction Value			\$20,000			\$15,735,200	\$15,755,200
RESIDENTIAL	Permits Issued	3	3	9	9	7	7	38
	Construction Value	\$230,590	\$14,000	\$389,110	\$1,654,000	\$625,060	\$392,372	\$3,305,132
Total Permits Issued		4	3	12	13	12	7	51
Total Construction Value		\$465,590	\$14,000	\$979,110	\$1,852,000	\$1,275,060	\$16,127,572	\$20,713,332

- * Continue use of Planning Services from Palliser Regional Planning Services
- * Support to Developers for future development projects
- * Preliminary discussions with School Boards regarding planning aspects of projects

Telephone: (403) 823-1316

Staff Hiring

Summer Fun Program
Business Manager – Community Facility
RCMP Stenographer
Marketing and Events Officer
FCSS Coordinator – (Maternity Leave)

Community Facility

RFP – Fitness Equipment
RFP – Recreation Software
Project Management Committee
Design Committee
Steering Committee

Heritage Steering Committee

Open House – May 2011
RFP – Heritage Consultant

Other Activities:

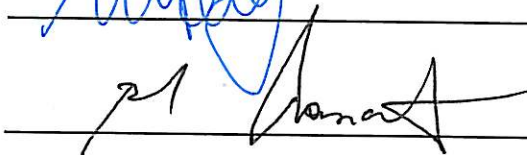
- * Economic Development Task Force
- * HooDoos - Site Redevelopment
- * Risk Management/Safety Committee
- * Municipal Planning Commission
- * Downtown Merchants – Events
- * Policing Committee – Meetings
- * Humane Society Partnership – CFEP Grant Application
- * Newcastle Hall – Review of Land Ownership
- * Town Hall Space Allocation
- * Live Right Now – CBC – Location Shoot

Director:



M. Paul Salvatore

CAO:



Raymond M. Romanetz

Telephone: (403) 823-1316

...
TOWN OF DRUMHELLER
BYLAW NUMBER # 12-11

Agenda Item # 10.1

BEING A BYLAW TO AMEND LAND USE BYLAW NO. 10-08 FOR THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

WHEREAS pursuant to the provision of Section 639 of the *Municipal Government Act*, RSA 2000, Chapter M-26, the Council of the Town of Drumheller (hereinafter called the Council), has adopted Land Use Bylaw No. 10-08;

AND WHEREAS the Council deems it desirable to amend Land Use Bylaw 10-08; and

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

1. The addition of the following definitions in Part 1 (2) Definitions:

"Sign"

- (l) **"Illuminated Sign"** means any sign that uses internal or exposed illumination including, but not limited to, electric lamps, neon tubing, light emitting diodes and liquid crystal displays. Illuminated Signs shall not employ the use of strobe lighting and shall be in accordance with Section 80 (12).
- (m) **"Banner Sign"** means a sign that is constructed of non-rigid material capable of being displayed without the use of a flag pole;
- (n) **Wall Sign** means a sign that:
 - (i) indicates, by name or symbol, the occupant, business or site upon which the *sign* is displayed; and
 - (ii) is painted directly onto an exterior wall of a building;

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

Addition of **"Tourist Dwelling – with appropriate water and sanitary systems"** as a *discretionary use* in the following districts:

27. SCR - Suburb Community Residential District

3. The amendment of the following Sections:

Amendment of:

Part I (2) Definitions

"Sign" **"Portable Sign"** means a sign which may be illuminated and is easily moveable and normally has a message which may be readily modified. Such signs are typically operated by a business which leases these signs to other businesses;

Amended as follows:

"Sign" **"Portable Sign"** means a *temporary* sign mounted on a stand or similar support and which together with the support can be relocated to another location on

... or off a site and may include copy that can be changed manually through the use of attachable characters. Such signs are typically operated by a business which leases these signs to other businesses

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PART V ENFORCEMENT & ADMINISTRATION

14. Contravention

- (1) Where a Development Officer finds that a development or use of land or buildings is not in accordance with:
 - (a) the Municipal Government Act or the Regulations, or
 - (b) a development permit or subdivision approval, or
 - (c) the Land Use Bylaw, the Development Officer may, by notice in writing, order the registered owner, the person in possession of the land or buildings or the person responsible for the contravention of all or any of them to:
 - i. stop the development or use of the land or buildings in whole or in part as directed by the notice, or
 - ii. demolish, remove or replace the development, or
 - iii. take such other measures as are specified in the notice so that the development or use of the land or buildings is in accordance with the Municipal Government Act, the regulations, a development permit, subdivision approval or this Bylaw as the case may be.
- (2) Where a person fails or refuses to comply with an order directed to him under subsection (1), or an order of the Subdivision and Development Appeal Board under Section 645 of the Municipal Government Act within the time specified, the Council or a person appointed by it may in accordance with Section 542 of the Municipal Government Act, enter upon the land or building and take such action as is necessary to carry out the order.
- (3) Where the Council or a person appointed by it carries out an order, the Council shall cause the costs and expenses incurred in carrying out the order to be placed on the tax roll as an additional tax against the property concerned and that amount shall be collected in the same manner as taxes on land.
- (4) A person who contravenes or fails to comply with a development permit or a condition attached thereto is guilty of an offense and is liable on summary conviction to a fine.
- (5) For the purpose of entering or inspecting land or buildings described in Sections 542 and 646 of the Act, the Development Officer is hereby declared to be a "designated officer".

Amended as follows:

...

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- (1) A person is guilty of an offence pursuant to Section 557 of the Act if a person commences or commencing any development:
 - a) that contravenes, or does not comply with, the provisions of this Bylaw;
 - b) that requires a Development Permit in the Bylaw that has not been issued;
 - c) that is contrary to a Development Permit that has been issued, a subdivision approval that has been given or a condition of the Permit or approval; and
 - d) that contravenes a Stop Order under (3) below.
- (2) The fines for an offence against the Land Use Bylaw pursuant to Section 566 of the Act are:
 - a) First offence \$250
 - b) Second offence \$500
 - c) Third and additional offences \$1000
- (3) When an offence has been or is being committed, the Development Officer may issue a Stop Order under Section 645 of the Act or levy a fine as prescribed in (2) above.
- (4) When issuing a Stop Order the written notice shall order the owner, the person in possession of the land or building, or the person responsible for the contravention or any or all of them to:
 - a) stop the development or use of land that is contrary to the Bylaw;
 - b) demolish, remove or bring the development into compliance with the Bylaw;
 - c) carry out any other actions required by the notice so that the development complies with the provisions of this Bylaw;
 - d) complete the actions in the notice before a date set out in the notice; and
 - e) the option to launch an appeal to the Subdivision and Development Appeal Board.
- (5) If the Stop Order is appealed to the Subdivision and Development Appeal Board then the Development Officer shall provide, at the hearing, any information required by the Board.
- (6) If a person fails or refuses to comply with the order under section 645 or an order of the Subdivision and Development Appeal Board under section 687 the Designated Officer shall take action under sections 542, 543, 545, 646 of the Act.
- (7) If a person fails or refuses to comply with the order of (6) above the Designated Officer may:
 - a) obtain an injunction from an Alberta Court to enforce the Bylaw;

- b) register a caveat under the Land Titles Act; and
 - c) enter into or upon the land or building pursuant to Section 542 of the Municipal Government Act, and take any action necessary to carry out the order under section 545 of the Act; and
 - d) the cost of action or measure will be:
 - i. charged to the registered owner of the land; and
 - ii. collected in like manner as taxes owing against a property.
- (8) If the Development Officer levies a fine the notice shall be mailed or delivered by hand to the owner or the person in possession of the land or building and the notice shall state:
- (a) the amount of the fine, whether this is a first, second or third offence, state a time within which the property must be brought into conformity with the Bylaw; and
 - (b) the Development Officer will inspect the property after the stated time and levy a second or third fine, each stating a time within which the property must be brought into conformity.
- (9) The Development Officer is authorized and directed to take whatever action is required to collect fines levied for offences of the Bylaw.
- (10) After reasonable notice (generally to mean 48 hours notice) to the owner or occupant in accordance with the Municipal Government Act, a designated officer of the municipality or his delegate may enter property at reasonable times (generally to mean 7:30 a.m. to 10:00 p.m.) to ascertain if Bylaw requirements are being met.
- (11) For the purpose of entering or inspecting land or buildings described in Sections 542 and 646 of the Act, the Development Officer is hereby declared to be a "designated officer".

Part VII General Land Use Regulations:

81. Signs

1. General

The General regulations in Section 81(1) shall apply to all signs in the Town of Drumheller and all sign sections of the Land Use Bylaw as follows:

- (a) Two (2) temporary, on site signs, not exceeding 0.9 m² (10 sq. ft.) in area nor 1.2 m (4 ft.) in height, may be permitted on a site in any district if it is intended for one of the following purposes:
 - (i) advertising the sale or lease of property;
 - (ii) identifying a construction or demolition project;

Amended as follows:

81. Signs

1. General

The General regulations in Section 81(1) shall apply to all signs in the Town of Drumheller and all sign sections of the Land Use Bylaw as follows:

(a) ***Signs not requiring a development permit***

Two (2) temporary, on site signs, not exceeding 0.9 m² (10 sq. ft.) in area nor 1.2 m (4 ft.) in height, may be permitted on a site in any district if it is intended for one of the following purposes:

- (i) advertising the sale or lease of property;
- (ii) identifying a construction or demolition project;
- (iii) political sign 30 days prior to an election or referendum.

One (1) Sandwich Board (A-Board) sign in accordance with Section 81 (8) of this bylaw.

81. Signs

7. Portable Signs

One (1) portable sign may be permitted per non-residential site provided that:

- (a) the sign is a minimum linear distance of 9 m (30 ft.) from an intersection of public road right-of-ways;
- (b) the furthest limit of the sign is a minimum of 6.1 m (20 ft.) from the curb or 1.5 m (5 ft.) from the property line, whichever is the greater distance unless otherwise approved by the Development Authority
- (c) the sign area does not exceed 6.6 m² (72 sq. ft.);
- (d) the sign does not have any flashing lights or arrows;
- (e) the sign is not located on Town property;
- (f) The site does not contain residential land uses;
- (g) Portable signs may be approved for a maximum of 90 days. Portable signs are intended to advertise or promote events of a temporary nature and are not intended to be permanently located on any site. Permanent signage shall be

... developed with appropriate standards and appearance. **Agenda Item # 10.1**

- (h) There is a minimum 30 metre (100 ft.) separation from any other Portable sign and all portable signs are located with consistent spacing requirements along the same street.
- (i) Notwithstanding (g) above, Portable signs used for community information purposes may be considered for extended timeframes as deemed necessary to provide the relevant community information.

Amended as follows:

81. Signs

7. Portable Signs

Portable Sign Permit Application process

- (a) A sign permit must be obtained before a **portable sign** is placed at a location. To obtain a permit a complete application, together with the required fee, must be submitted to the Town.
- (b) The Development Officer shall, in the case of a development permit for a portable sign, specify the length of time that permit remains in effect in accordance with the time limitations for such signs.
- (c) Application for a permit for the use of a portable sign shall be submitted by the owner of the sign, the advertiser or the owner of the property upon which the sign is proposed to be placed, and there shall be signed consent from the owner of the sign and the owner or tenant of the property.
- (d) The following information shall be submitted on the appropriate application form for a portable sign development:
 - i) the municipal address and legal description of the land or building where the sign is to be located;
 - ii) a plan showing the exact location of where the sign is to be located on the property;
 - iii) the applicant's name, address and telephone number;
 - iv) an indication of whether the site where the sign is to be located is a single business occupancy or multiple business occupancy development;
 - v) the nature of the sign content to determine the length of time for the portable sign approval;
 - vi) the length of time the sign is to be displayed at the location address;
 - vii) the signature of the tenant, owner or his agent of the property where the sign is to be located authorizing the placement of the sign;

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viii) the signature of the owner of the sign with the owners name, address and telephone number; and

ix) the size, height and nature of the sign.

Regulations

One (1) portable sign may be permitted per site provided that:

- (a) the sign is a minimum linear distance of 9 m (30 ft.) from an intersection of public road rights-of-way and does not affect site lines or other safety considerations from entrance/ egress to any site;
- (b) the sign shall not be placed upon a site so as to conflict with parking, loading or walkway areas as required by this Bylaw or as approved under a development permit unless otherwise approved by the Municipal Planning Commission;
- (c) the furthest limit of the sign is a minimum of 3.0 m (10 ft.) from the curb / sidewalk or 1.5 m (5 ft.) from the property line, whichever is the greater distance unless otherwise approved by the Municipal Planning Commission and the sign is fully on private property;
- (d) the sign area does not exceed 6.6 m^2 (72 sq. ft.);
- (e) the sign height does not exceed 3.0 m (10 ft.) above grade of the adjacent curb;
- (f) the sign does not have any flashing lights or arrows;
- (g) the sign is not located on Town property;
- (h) The site does not contain residential land uses;
- (i) A Portable Sign must be stabilized and anchored in a way that ensures they will not be unintentionally moved, blown over or dislocated. All methods and materials used to stabilize and anchor a portable Sign must:
 - (a) be easily removable;
 - (b) not cause tripping hazards; and
 - (c) be inconspicuous.
- (j) There is a minimum 30 metre (100 ft.) separation from any other Portable sign and all portable signs are located with consistent spacing requirements along the same street.
- (k) Portable signs may be erected or displayed for any business for a maximum of **60 consecutive days** in accordance with the requirements of this section. The expiration of the sign permit shall be considered with regard to the event or thing that is being advertised. Portable signs are intended to advertise or promote events of a temporary nature and are not intended to be

... permanently located on any site. A business frontage sign shall remain free of portable signs for a minimum of 60 consecutive days before a further permit approval for such business may be issued.

- (l) Where there are multiple businesses located on the same property (ie. Strip mall developments, etc.), the site shall be considered the frontage of each business and a portable sign may be allowable for each business in accordance with the requirements of this section.

Portable Sign Enforcement process

- (a) Where a portable sign contravenes the regulations of this Bylaw or the terms of the permit issued, the owner, or person responsible for the placement of the sign shall remove the sign or relocate or repair the sign such that it complies with this Bylaw within one day of receiving written or verbal notification from the Town.
- (b) Any person who fails to comply with a notice given by the Development Officer shall be guilty of an offence and subject to a penalty as prescribed by **Part V**. Failure to rectify the contravention shall permit the Town to immediately remove the portable sign.
- (c) Failure to comply with a notice of contravention may result in the Development Authority refusing to issue a sign permit on the same site for a period of three (3) months.

81. Signs

9. Community Information Signs

Community Information signs may be permitted in appropriate locations provided that:

- (b) sign content to be limited to community organizations, events, not-for-profit groups with no display permitted of any for-profit business media;

Amended as follows:

81. Signs

9. Community Information Signs

Community Information signs may be permitted in appropriate locations provided that:

- (b) sign content to be limited to community organizations, events, not-for-profit groups with a maximum of 20% of the sign copy area allowed to be dedicated to a for-profit sponsoring agency for a ***permanent*** community information sign;

...
81. Signs

Agenda Item # 10.1

10. Billboards

(o) Notwithstanding all of the factors expressed in subsection 7, the Development

Amended as follows:

81. Signs

10. Billboards

(o) Notwithstanding all of the factors expressed in this section, the Development

81. Signs

9. Billboard Signage Zones

(e) Billboards shall not have variable or changing messages, or any moving or rotating parts;

Amended as follows:

11. Billboard Signage Zones

(e) Billboards shall not have variable or changing messages, or any moving or rotating parts unless otherwise approved by the MPC in accordance with the appropriate sections of this bylaw (i.e. illuminated signs, etc.);

Addition of:

81. Signs

12. Illuminated Signs

Illuminated Signs shall be considered a discretionary use and considered with the regulations of the corresponding sign types in this Bylaw (i.e. freestanding or billboard sign, etc.) in accordance with the following additional regulations:

- (a) An illuminated sign shall not be permitted in a location closer than a 30.0 m distance to any dwelling in a residential district in the facing direction of the illuminated sign and notification shall be sent of an illuminated sign application to residential properties within a 100m radius of the proposed location of the sign placement;
- (b) An illuminated sign shall not be permitted in a location that may, in the opinion of the Development Authority, obscure or cause confusion with traffic lights and traffic signs or in any way endanger progress of traffic through the streets or lanes of the Town.

...

- Agenda Item # 10.1**
- (c) No permit shall be issued for and no person shall erect, install, maintain, or illuminate an illuminated sign, unless it conforms with the Alberta Safety Codes Act and regulations thereto;
 - (d) An illuminated sign must have an adjustable brightness level and the level of brightness shall be set as to not negatively affect adjacent residential districts to the reasonable satisfaction of the Development Authority;
 - (e) Hours of operation and timing of changeable content shall be appropriate for the proposed location and the Development Authority may place conditions on a decision essential to maintain neighbourhood characteristics.

READ A FIRST TIME THIS 20th DAY OF June, 2011

READ A SECOND TIME THIS ____th DAY OF _____, 2011.

READ A THIRD TIME AND PASSED THIS ____th DAY OF _____, 2011.

MAYOR

CHIEF ADMINISTRATIVE OFFICER