

Town of Drumheller COUNCIL MEETING AGENDA

**December 17, 2012 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

- 2.1 Motion to cancel Council Committee Meeting of December 24, 2012 and Regular Council Committee Meeting of December 31, 2012.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

- 3-6 5.1.1 Regular Council Meeting Minutes of December 3, 2012

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

- 7-12 5.3.1 Municipal Planning Commission Meeting Minutes of October 4, 2012
- 13-18 5.3.2 Municipal Planning Commission Meeting Minutes of October 25, 2012
- 19-21 5.3.3 Municipal Planning Commission Meeting Minutes of November 8, 2012

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

- 22-42 8.1.1 Bylaw 15.12 being the Livery Transport Bylaw - two readings
- 43-48 8.1.2 Bylaw 17.12 being the Utility Rate Bylaw - first reading
- 49-61 8.1.3 Bylaw 18.12 Amendments to the LUB - first reading
- 62-64 8.1.4 RFD - Appointment to the Drumheller Housing Administration

8.2. Director of Infrastructure Services

- 65-66 8.2.1 Green Team Initiatives

8.3. Director of Corporate Services

8.4. Director of Community Services

- 67 8.4.1 DMO Update

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

- 13.1 Mayor Terry Yemen - Canadian Badlands Ltd.
- 13.2 Mayor Terry Yemen - Red Deer River Municipal Users Group Update

14.0 IN-CAMERA MATTERS

**Town of Drumheller
COUNCIL MEETING
MINUTES**

December 3, 2012 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Andrew Berdahl

Jay Garbutt

Lisa Hansen-Zacharuk

Doug Stanford

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

ACTING DIRECTOR OF CORPORATE SERVICES:

Bill Wulff

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Corinne Macdonald

ABSENT: Councillor Sharel Shoff

1.0 CALL TO ORDER – 4:33 PM

2.0 MAYOR'S OPENING REMARK

2.1 2013 Strategic Business Plan - Priorities Chart

Mayor T. Yemen outlined the Councils' Priorities that were set at the Strategic Business Plan Retreat held on November 28th & 29th.

1. Badlands Community Facility – Fundraising Revised Strategy – December

2. Badlands Community Facility – Establishment of a Community Foundation – June

3. Organizational Service Capacity Review – April/May

4. Badlands Community Facility – Phase II Project Conceptual Design Finalization

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MOTION2012.157 Garbutt, Zariski moved to adopt the Agenda as presented. Carried unanimously.

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Regular Council Meeting Minutes of November 19, 2012

MOTION2012.158 Berdahl, Hansen-Zacharuk moved to adopt the regular Council Meeting Minutes of November 19, 2012 as presented. Carried unanimously

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Drumheller Titans for winning the Tier IV Alberta Bowl Championship Game
Mayor T. Yemen congratulated Gage Berdahl, Justin Schinnour, Alan Lister, Spencer Fournier, Jordan Newhook, Hesham Manna, Zachary Thomson and Micheal Cameron representing the Drumheller Titans for winning the Championship for the last two years. Pat Turnbull, representing MLA Rick Strankman also congratulated them and presented all of the team with a certificate. Mayor T. Yemen presented the players with a plaque.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.1.1 RFD for Municipal Planning Commission Vacancy
R. Romanetz reported that there were three applications received for one vacancy on the Commission. He recommended selection be done by secret ballot.

MOTION2012.159 Zariski, Berdahl moved that Council approve Scott Kuntz to the Municipal Planning Commission for a three year term. Carried unanimously.

- 8.1.2 RFD for Drumheller Housing Authority Vacancy
This item to be tabled to council's meeting of December 17, 2012.

- 8.1.3 RFD for Airport Commission Vacancy
R. Romanetz reported that there were three applications received for five vacancies on the Commission.

MOTION2012.160 Stanford, Hansen-Zacharuk that Council approve the appointments of Donald Ostergard, Peter Cardamone and Colin Jensen to the Airport Commission for a three year term. Carried unanimously.

8.2. Director of Infrastructure Services

Arena Refrigeration Repairs

A Kendrick provided a report on the replacement of the Evaporative Condenser at the Drumheller Memorial Arena. He advised that since the last week of November Town Staff and the contractor have been working very hard to keep the Ice Plant running due to a leak in the existing condenser unit. Staff have provided a report on the ammonia leak to the Regulator Agency. The contractors agree that the unit cannot be repaired and therefore has to be replaced. Staff and contractor have modified in an old Heat Exchanger as a temporary fix, which allows for only enough cooling for one compressor to run at a time. Staff have addressed all operation changes that could reduce the stress on the ice plant. We have received two quotations for the replacement of the unit: Startec Refrigeration Service Ltd. at \$71,000 and Gateway Mechanical Services for \$ 68,138. Both would order the replacement unit from the same supplier in the United States. These units are built once the order is placed and we are assuming 8 to 10 weeks for delivery, however, with the Holiday Season it could be several weeks longer. R. Romanetz noted that if the weather turns warm two things may happen, the heat at the Arena will be kept at a minimum and a decision may have to be made as to whether the Curling Rink would have ice operations during a Dragon's game. We would be in a position to run summer ice once the unit has been replaced. The funds required for the fix would come from the Contingencies Reserve Budget.

MOTION2012.161 Berdahl, Garbutt that Council approve the purchase and installation of the Arena Condenser Unit to Gateway Mechanical Services for \$68,138.

Discussion on motion:

Councillor J. Garbutt asked if there were any Canadian providers. A. Kendrick advised that it would increase the cost if we changed providers as we are replacing only one portion of the condenser. Question was

asked how long the temporary fix will last. R. Romanetz noted that as a plan B we could bring in a portable plant if need be, however this option would be costly and be subject to availability of a suitable plant. Councillor A. Berdahl asked if the money comes from the contingency, how much will it reflect on the Capital. R. Romanetz advised that this repair was unforeseen and that is why the contingency reserve is in place. R. Romanetz noted that a grant to replace the entire refrigeration system was applied for two years ago, at a cost of \$2.3 million; however the grant was not approved.

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

ADJOURNED - 4:58 PM

Mayor

Chief Administrative Officer



**Municipal Planning Commission
MINUTES
Meeting of Thursday October 4, 2012**

Present: Paul Salvatore, Director of Community Services
Doug Stanford, Councillor/Member
Andrew Berdahl, Councillor/Member
Brad Wiebe, Palliser Regional Municipal Services – Entered at 12:40 pm
Cindy Woods, Development Officer
Linda Taylor, Recording Secretary
Robert Greene, Chairperson
Sharon Clark, Member
Shawn Francis, Member

1.0 CALL TO ORDER – 12:05 p.m.

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 September 6, 2012

Motion: D. Stanford moved to accept the minutes of September 6, 2012 as presented.

Second: S. Francis – Carried

3.0 DEVELOPMENT PERMITS

3.1 T00086-12D – Nick Sereda – New Construction of Detached Garage – "R-1A"

C. Woods presented Development Permit T00086-12D submitted by Nick Sereda for New Construction of a Detached Garage located at 547 Riverside Drive East, Drumheller on Plan 6495AV; Block 1; Lot 22. Zoning is "R-1A" Residential District. An accessory building is a permitted use in this district.

C. Woods advised this new construction is being developed as a 783 square foot, two storey detached garage with a height of 25 feet, and will have site coverage of 19%. This garage is over sized for the lot and is beyond the Municipal Planning Commission relaxation authority. The applicant would like to ask for the support of the Commission for this development. The lot is well treed giving the neighbors privacy. The second storey would fill a need for storage for this growing family, and the garage is to be finished to match the home. Noted on the submitted plan is also a future 300 square foot extension to the rear of the home.

C. Woods read Land Use Bylaw 10-08

19. R-1a—Residential District

- (a) Permitted Uses
- Accessory buildings and uses

(d) Maximum Limits

1. Height:
 - (b) 4.57 m (15 ft.) for accessory buildings; and
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.



The Municipal Planning Commission discussed the application.

The discussion encompassed the height of the garage, the number of other 2 storey dwellings in the area, zoning, secondary suites, lot coverage and there was also talk on the location of the utility lines for the lot. Of the Municipal Planning Commission members one was in favor of the 2 storey construction, one felt the R-1A district was too small, two felt it was a good concept just not for this location and one felt the lot would be very dense and the garage too high for the location. One member in favor, four members against this development.

Motion: Municipal Planning Commission moved that Development Permit T00086-12D submitted by Nick Sereda for a New Construction of Detached Garage located at 547 Riverside Drive East, Drumheller on Plan 6495AV; Block 1; Lot 22; be denied for the following reasons;

The Municipal Planning Commission determined the height and site coverage of the proposed development exceeds their 20 % relaxation authority as determined in Land Use Bylaw 10-08 Part III Sec 9 (7)(a).

Second: Carried

3.2 T00088-12D – Ren Dumaine – New Construction of SFD & Detached Garage – “R-1”

C. Woods presented Development Permit T00088-12D submitted by Ren Dumaine for New Construction of a Single Family Dwelling with Detached Garage located at 336 2 Avenue, Nacmine on Plan 7935EM; Block 2; Lot 9. Zoning is “R-1” Residential District. A Single Family Dwelling and Accessory Buildings are permitted uses in this district.

C. Woods advised this lot recently had a single family dwelling demolished by the applicant. The applicant is proposing new construction or a 1258 square foot single family dwelling with a height of 18 feet and 672 square foot detached garage with a height of 16 feet. The applicant would like to ask for a relaxation to 13 feet for the front set back as this would conform to the neighborhood. Other homes near the lot are built in 1994 & 1997 with set backs of about 24 & 21 feet from the side walk. The set back from the rear property line to the garage the applicant would like to have 8 feet to allow enough room to park a holiday trailer.

C. Woods presented Land Use Bylaw 10-08

8. Application for a Development Permit

- (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:
 - (ii) an addition to an existing residential development in an established area; the minimum requirements may be relaxed if the proposed development would be compatible with existing developments in the surrounding area and will not unduly interfere with the amenities of the neighbourhood.
 - (iii) a proposed development on a vacant parcel registered in the Land Titles Office prior to 1967; the minimum requirements may be relaxed greater than the standards outlined in Section 9(7)(a), provided the proposed setback is compatible with existing buildings on adjacent lots and will not unduly interfere with the amenities of the neighborhood.



18. R-1 -- Residential District

3. Front Yard:
 - (a) 6.1 m (20 ft.) for single-detached dwellings; and
- (d) Maximum Limits
 1. Height:
 - (b) 4.57 m (15 ft.) for accessory buildings; and

The Municipal Planning Commission discussed the application. During the discussion A. Berdahl noted on the plan of the garage the height was indicated at 18 feet not 16 feet as the application stated. C. Woods stated the approval would be based on what is indicated on the application, a condition of the permit would state maximum height approved.

Motion: S. Clark moved that Development Permit T00088-12D submitted by Ren Dumaine for New Construction of a Single Family Dwelling with Detached Garage located at 336 2 Avenue, Nacmine on Plan 7935EM; Block 2; Lot 9 be approved, 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. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor.
4. Relaxation granted to front yard setback as per plans submitted.
5. Off Site Levies to be paid prior to the issuance of Safety Code Permits.
6. All necessary permits (building, electrical, gas, plumbing and private sewage) to be in place prior to construction/installations.
7. Make provisions for proper installation of water meter as per Town of Drumheller Water/Sewer Bylaw.
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. Height of Detached Garage relaxed to 16' as per application. Any change and/or alteration requires approval from the Municipal Planning Commission prior to construction.
10. Landscaping 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. Driveways and aprons to meet the Town of Drumheller specifications and approval.
12. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
13. All contractor's to be in possession of a valid Town of Drumheller business license.

Second: A. Berdahl – Carried

S. Francis excused himself from the meeting – 12:50pm

3.3 T00089-12D – Phil McCluskey (Lowleft Golf Ltd) – Indoor Golf/Retail – “CB”

C. Woods presented Development Permit T00089-12D submitted by Phil McCluskey (Lowleft Golf Ltd) for an Indoor Golf and Retail outlet located at 110 3 Avenue West, Drumheller on Plan 7710AP; Block 23; Lot 8-10. Zoning is “C-B” Central Commercial District. A retail store is a permitted use in this district. A billiard parlor, bowling alley and minor drinking establishment are discretionary uses in this district.



C. Woods advised this application was approved previously in the Co-op mall location, however the applicant has had to choose a new location. Lowleft Golf Experience submitted a letter with a parking plan and description of the business plan, which was read by C. Woods.

The Municipal Planning Commission discussed the application.

Motion: S. Clark moved Development Permit T00089-12D submitted by Phil McCluskey (Lowleft Golf Ltd) for an Indoor Golf and Retail outlet located at 110 3 Avenue West, Drumheller on Plan 7710AP; Block 23; Lot 8-10 be approved with the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Must conform to the Town of Drumheller Community Standards Bylaw.
3. Development to conform and meet the requirements of the AGLC (Alberta Gaming and Liquor Commission).
4. 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.
5. Garbage, grease and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares.
6. Development to conform to the Town of Drumheller Water & Sewer Bylaw, including, but not limited to, grease traps and backflow prevention devices.
7. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire Authority that building is occupiable for such purposes.
8. Development to conform and meet the requirements of the Regional Health Authority.
9. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
10. All signage to be made under separate development permit application.
11. Any/all local improvements including, however not limited to driveways, frontage charges, water/sewer services, are at the expense of the owner.
12. An Annual Business License is required.

Second: D. Stanford – Carried

3.4 T00091-12D – 7th Day Adventist Church – Addition / Renovation – “R-2”

C. Woods presented Development Permit T00091-12D submitted by the 7th Day Adventist Church for an Addition and Renovation located at 1126 Newcastle Trail, Newcastle on Plan 7410018; Block 53; Lot 3. Zoning is “R-2” Residential District. A Worship facility is a discretionary use in this district.

C. Woods advised the first application submitted by the applicant was refused by the Municipal Planning Commission as the front yard setback did not conform to the district. The addition will increase the front setback to the property line from 6 feet to 10 feet, however it will be less than the encroachment of the front steps. This renovation is to provide handicapped access and upgrade the existing facility. The access for the facility has been moved to the west side of the building. The applicant has taken into consideration the suggestions made by the MPC when the application was originally submitted.

The Municipal Planning Commission discussed the application.



Motion: D. Stanford moved that Development Permit T00091-12D submitted by 7th Day Adventist Church for an Addition and Renovation located at 1126 Newcastle Trail, Newcastle on Plan 7410018; Block 53; Lot 3 be approved as presented, subject to the following conditions:

1. Development shall conform to Land Use Bylaw 10-08.
2. Construction shall be in accordance with submitted site plan.
3. Relaxation granted to front yard setback as per plans submitted.
4. If the holder of the permit wishes to make any changes from the site plan, the details of the application or from any condition, guideline or restriction imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development permit application may be necessary.
5. All necessary Safety Codes permits (building, electrical, gas, plumbing, etc.) to be in place prior to commencement of any construction/installation.
6. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire Authority that building is occupiable for such purposes.
7. Development to conform and meet the requirements of the Regional Health Authority.
8. Construction shall be in conformance with the Alberta Building and Fire Codes.
9. Any and all local improvements at owner's expense including, however not limited to driveways, curb cuts, service connections, etc. All local improvements must be constructed to the Town of Drumheller standards and approval.
10. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares.
11. 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.
12. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
13. All signage to be made under separate development permit application.
14. All Contractors and Sub-Contractors to be in possession of a valid Town of Drumheller business license.

Second: A. Berdahl – Carried

A. Berdahl excused himself from the meeting – 1:05pm

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

Land Use Bylaw Amendments

The Municipal Planning Commission discussed briefly.

Manufactured Homes

The Municipal Planning Commission discussed briefly.

5.0 OTHER DISCUSSION ITEMS

The Subdivision of the former St. Anthony's School property has not yet been presented for final approval. The Municipal Planning Commission would like to recommend to Council they expire this subdivision request in light of the Hope College's future development plans. Parking will become a large part of the Hope College needs should the future plans become reality. Parking became a question when the Residential Subdivision concept plan was brought to the Municipal Planning Commission in July 2012. The Commission looked at the College's future potential and asked the question, "Where will the Staff and Students park?".



The Municipal Planning Commission would like to Thank Council for their consideration of this recommendation.

6.0 Adjournment – Meeting adjourned by B. Greene at 2:10 pm.

Chairperson

Development Officer



**Municipal Planning Commission
MINUTES
Meeting of Thursday October 25, 2012**

Present: Paul Salvatore, Director of Community Services
Doug Stanford, Councillor/Member
Andrew Berdahl, Councillor/Member – Entered at 12:40 pm
Brad Wiebe, Palliser Regional Municipal Services
Cindy Woods, Development Officer
Linda Taylor, Recording Secretary
Robert Greene, Chairperson
Shawn Francis, Member
Greg Peters, Community Enforcement Supervisor

Absent: Sharon Clark, Member - Regrets

1.0 CALL TO ORDER – 12:05 p.m.

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 October 4, 2012

Motion: D. Stanford moved to accept the minutes of October 4, 2012 as presented.

Second: S. Francis – Carried

3.0 DEVELOPMENT PERMITS

3.1 T00095-12D – Jeff Gerlinger – New Construction of Detached Garage – “R-1A”

C. Woods presented Development Permit T00095-12D submitted by Jeff Gerlinger for New Construction of a Detached Garage located at 96 Poplar Street, Drumheller on Plan 4317CQ; Block 2; Lot 10 & 11. Zoning is “R-1A” Residential District. An accessory building is a permitted use in this district.

C. Woods advised the applicant is requesting a relaxation to 840 sq ft. The relaxation is within the Municipal Planning Commission relaxation authority. The lot is 66 feet wide and the garage placement meets all set back requirements.

C. Woods included Land Use Bylaw 10-08

19. R-1a—Residential District

(a) Permitted Uses

- Accessory buildings and uses

(d) Maximum Limits

2. Site Coverage:

- (b)⁴ 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.

The Municipal Planning Commission discussed the application.



Motion: S. Francis moved Development Permit T00095-12D submitted by Jeff Gerlinger for New Construction of a Detached Garage located at 96 Poplar Street, Drumheller on Plan 4317CQ; Block 2; Lot 10 & 11 be approved, 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 to 28'x30' (840 sq ft) as per plans submitted.
4. Height of garage as per plans submitted and not to exceed 15'
5. Construction to be in accordance with the Alberta Building Code.
6. All necessary permits (building, electrical, gas, plumbing and private sewage) 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. External finished appearance of the proposed construction to be compatible with that of existing development.
9. 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.
10. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
11. Contractor(s) to have a valid Business License with the Town of Drumheller.

Second: D. Stanford - Carried

3.2 T00096-12D – Scott Head / Penny Deans – New Construction of Detached Garage – “SCR”

C. Woods presented Development Permit T00096-12D submitted by Scott Head / Penny Deans for New Construction of a Detached Garage located at 225 4 Street West, Leigh on Plan 8168FS; Block 4; Lots 5-6-7. Zoning is “SCR” Suburb Community Residential District. Accessory Buildings are permitted uses in this district.

C. Woods advised the applicant is requesting a relaxation to 832 sq ft and there is a garage on the existing concrete pad that is to be removed. The garage will be in line with the house and is to be placed in the same location as the original. It has been confirmed the 3 lots are on one title. This property is within the flood zone.

C. Woods included Land Use Bylaw 10-08

27. SCR - Suburb Community Residential District

(a) Permitted Uses

- Accessory buildings and uses

(d) Maximum Requirements

2. Site Coverage:

- (a) 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.

The Municipal Planning Commission discussed the application. During the discussion it was noted the existing building should be removed from the property or demolished within a reasonable time frame.

Motion: D. Stanford moved that Development Permit T00096-12D submitted by Scott Head / Penny Deans for New Construction of a Detached Garage located at 225 4 Street West, Leigh on Plan 8168FS; Block 4; Lots 5-6-7 be approved, 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 to 22'x36 (832 sq ft) as per plans submitted.
4. Height of garage as per plans submitted and not to exceed 15.
5. Construction to be in accordance with the Alberta Building Code.
6. All necessary permits (building, electrical, gas, plumbing and private sewage) to be in place prior to construction/installations.
7. Existing accessory building to be removed or demolished no later than June 30, 2012.
8. The developer shall hold the Municipality harmless from any damage to or loss of the development caused by flooding by way of an agreement registered as a caveat or restrictive covenant against the titles of the property being developed.
9. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services. (Call 823.1330 for the regulations).
10. External finished appearance of the proposed construction to be compatible with that of existing development.
11. 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.
12. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
13. Contractor(s) to have a valid Business License with the Town of Drumheller.

Second: S. Francis – Carried

3.3 T00097-12D – Campus Alberta Central – Occupy as Educational Facility – “CB”

C. Woods presented Development Permit T00097-12D submitted by Campus Alberta Central for occupancy as an Educational Facility located at 250 Centre Street, Drumheller on Plan 3099AD; Block 25; Lot 31 - 35. Zoning is “C-B” Central Commercial District. An Educational Facility - Unconventional is a discretionary use in this district.

C. Woods advised this application for an educational facility is to house post secondary, adult literacy, family literacy and community programming as a “HUB” of learning. This facility is currently housed in the Riverside Center.

The Municipal Planning Commission discussed the application.

Motion: S. Francis moved Development Permit T00097-12D submitted by Campus Alberta Central for occupancy as an Educational Facility located at 250 Centre Street, Drumheller on Plan 3099AD; Block 25; Lot 31 – 35 be approved with 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 any 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. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire Authority that the building is occupiable for such purposes.
7. 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.



8. Development application is required for signage placement and too 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.
11. Annual Business License is required.

Second: D. Stanford – Carried

3.4 T00017-12S – Neon Contractors Ltd – Placement of Fascia Signs – “Hwy-C”

C. Woods presented Development Permit T00017-12S submitted by the Neon Contractors Ltd for a placement of a Fascia Sign located at 105 Grove Place, Drumheller on Plan 7911235; Block 1. Zoning is “Hwy-C” Highway Commercial District.

C. Woods advised the sign is an oversized and requires approval from the MPC. This an aluminum awning frame with illuminated fabric coming from another location, it is in “as new” condition, as per the e-mail from Erik Houde Sales Manager of Neon Contractors.

C. Woods presented Land Use Bylaw 10-08

3. Fascia Signs

Fascia signs shall be permitted on non-residential sites provided that:

- (b) the sign does not exceed 13.9 m^2 (150 sq. ft.) in area unless otherwise approved by the Municipal Planning Commission.

The Municipal Planning Commission discussed the application.

Motion: D. Stanford moved that Development Permit T00017-12S submitted by the Neon Contractors Ltd for a placement of a Fascia Sign located at 105 Grove Place, Drumheller on Plan 7911235; Block 1 be approved as presented, subject to the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Placement, components and appearance of sign as per application. Development Officer/Municipal Planning Commission must first approve any modifications.
3. Developer to ensure authorization for sign placement obtained from property owner.
4. Any/all Safety Codes Permits to be obtained prior to the installation of sign.
5. Contractor(s) to have a valid Business License with the Town of Drumheller.
6. Appearance of sign shall be maintained to the satisfaction of the Development Officer/Municipal Planning Commission.
7. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
8. All Signs shall be removed if business ceases operations or the use of the site is terminated.

Second: S. Francis – Carried



3.5 T00098-12D – Rick & Sandra Vockeroth – New Construction of SFD/Att'd Garage – "A"

C. Woods presented Development Permit T00098-12D submitted by Rick & Sandra Vockeroth for New Construction of a Single Family Dwelling with Attached Garage located 11-15-28-19-W4M, Cambria. Zoning is "A" Agricultural District. A Single Detached Dwelling is a discretionary use in this district.

The development meets all setbacks requirements of the district. This home will be hooked up to Town of Drumheller water and will be subject to offsite levies. The sewage will be a Private Sewage System. Access to the property will require an encroachment agreement.

The Municipal Planning Commission discussed the application.

Motion: S. Francis moved that Development Permit T00098-12D submitted by Rick & Sandra Vockeroth for New Construction of a Single Family Dwelling with Attached Garage located 11-15-28-19-W4M, Cambria 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. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor.
4. Applicant shall register with Alberta Land Titles an access easement against adjacent lot on 14 Sec 15 Twp 28 Rng 19 W4 in favour of 11 Sec 15 Twp 28 Rng 19 W4 to the satisfaction of the Development Authority.
5. Satisfactory arrangement to be made for the provision of services, copies of which are to be supplied to the Development Officer prior to the issuance of Safety Code permits.
6. Any required Safety Codes permits (i.e. building, electrical, private sewage, 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 contractor'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 and are to be constructed at a standard satisfactory to the Town of Drumheller.
12. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.

Second: D. Stanford – Carried

A. Berdahl arrived at 12:40 pm

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

Land Use Bylaw Amendments

The Municipal Planning Commission discussed.

Manufactured Homes

The Municipal Planning Commission discussed.



5.0 OTHER DISCUSSION ITEMS

Gas Bar Proposal

The Municipal Planning Commission discussed the proposal. Concerns about setbacks and access were discussed.

A. Berdahl excused himself at 1:20 pm

6.0 Adjournment – Meeting adjourned by D. Stanford at 1:40 pm.

Chairperson

Development Officer



**Municipal Planning Commission
MINUTES
Meeting of Thursday November 8, 2012**

Present: Doug Stanford, Councillor/Member
Brad Wiebe, Palliser Regional Municipal Services
Cindy Woods, Development Officer
Linda Taylor, Recording Secretary
Robert Greene, Chairperson
Sharon Clark, Member

Absent: Shawn Francis, Member – Regrets
Andrew Berdahl, Councillor/Member - Regrets
Paul Salvatore, Director of Community Services – Regrets

1.0 CALL TO ORDER – 3:10 p.m.

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 October 25, 2012

Motion: D. Stanford moved to accept the minutes of October 25, 2012 as presented.

Second: S. Clark – Carried

3.0 DEVELOPMENT PERMITS

3.1 T00018-12S – Trevor Gough Professional Corp – Digital Sign – “CB”

C. Woods presented Development Permit T00018-12S submitted by Trevor Gough Professional Corp for placement of a digital fascia sign located at 196 3 Avenue West, Drumheller on Plan 7710AP; Block 23; Lot 1 & 2. Zoning is “CB” Central Commercial District. An illuminated sign is a discretionary use in this district.

C. Woods advised the applicant’s sign is to be placed on the West side of the building, displaying photographs that are to change every 30 seconds. The intensity of the sign can be dimmed, and the sign is to be turned off each night at 8:00 pm. A circulation was done with a comment returned by Transportation Alberta; the e-mail received was included in the package and read aloud.

C. Woods included Land Use Bylaw 10-08

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.



- (c) No permit shall be issued for and no person shall erect, install or maintain 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.

The Municipal Planning Commission discussed the application. This building is on the list for a heritage building, a digital sign may not be acceptable on the building should it become a heritage site. Should this sign become a detriment to the adjacent intersection its removal should be a condition of placement.

Motion: D. Stanford moved Development Permit T00018-12S submitted by Trevor Gough Professional Corp for placement of a digital sign located at 196 3 Avenue West, Drumheller on Plan 7710AP; Block 23; Lot 1 & 2 be approved, subject to the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Placement, components and appearance of sign as per application. Development Officer/Municipal Planning Commission must first approve any modifications.
3. Sign must have an adjustable brightness level. Frequency of message or image changes shall be set to allow for minimum distraction to vehicular traffic.
4. The Development Authority may request the sign to be removed if at any time the sign causes confusion or endangers the progress of traffic at the adjacent intersection.
5. Any/all Safety Codes Permits to be obtained prior to the installation of sign.
6. Contractor(s) to have a valid Business License with the Town of Drumheller.
7. Appearance of sign shall be maintained to the satisfaction of the Development Officer/Municipal Planning Commission.
8. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
9. All Signs shall be removed if business ceases operations or the use of the site is terminated.

Second: S. Clark - Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

Land Use Bylaw Amendments

The Municipal Planning Commission discussed.

Manufactured Homes

The Municipal Planning Commission discussed.

5.0 OTHER DISCUSSION ITEMS

SDAB – Nick Sereda – Two Storey Detached Garage

The Municipal Planning Commission received an orientation on the process of a Subdivision & Development Appeal Board hearing, who could attend and who could speak to the application. This hearing is on November 14, 2012 at 4:00 pm in Town Hall Council Chambers.

6.0 Adjournment – Meeting adjourned by D. Stanford at 4:35 pm.



DRUMHELLER

COMMUNITY SERVICES

Agenda Item # 5.3.3



Chairperson

Development Officer

**TOWN OF DRUMHELLER
LIVERY TRANSPORT BYLAW 15.12**

A BYLAW OF THE TOWN OF DRUMHELLER TO LICENSE AND REGULATE TAXI AND LIMOUSINE BUSINESSES

Whereas the MGA provides that Council may pass bylaws respecting business, business activities and persons engaged in business and the safety, health and welfare of people;

And whereas the purposes of this bylaw are:

- a. To ensure public safety, service quality and consumer protection for customers and service providers in the livery industry;
- b. To establish a system of licensing livery vehicles, drivers and brokerages;
- c. To establish a system for the inspection of livery vehicles
- d. To create and maintain an enduring livery industry that considers the interests of service providers and meets the needs of the travelling public in the town;
- e. To provide the administrative and regulatory mechanisms to administer a controlled entry licensing system and ensure sufficient industry support to meet consumer demand.

Therefore the Council of the Town of Drumheller enacts as follows:

1. INTERPRETATION AND DEFINITIONS

- 1.1 This bylaw may be cited as the LIVERY TRANSPORT Bylaw.
- 1.2 Nothing in this bylaw relieves a person from complying with any federal, provincial law or regulation, other bylaw or any requirements of any lawful permit, order or other direction.
- 1.3 Where this bylaw refers to a person or thing with reference to gender or the gender neutral the intention is to read the bylaw with the gender applicable to the circumstances.
- 1.4 References to the plural include the singular as applicable.
- 1.5 The words include, includes and including are to be read as not limiting the phrases of descriptions that precede them.
- 1.6 Any reference to specific laws already in force and applicable in the province of Alberta as at the same time that this bylaw was enacted will be stipulated and referred to as such in the bylaw. Provincial laws will be referenced as to the relevant chapter of the Revised Statutes of Alberta 2000, as amended from time to time including succeeding legislation. Federal laws will be referenced as to the relevant chapter of the Revised Statutes of Canada 1985 as amended from time to time including succeeding legislation.

- 1.7 Any reference in this bylaw to a clause, section or part unless otherwise stipulated is a reference to a clause, section or part in this bylaw.
- 1.8 Wherever a word is used in this bylaw the meaning of that word is as specified in the definitions section of this bylaw. Words not specified in the definitions section will have their regularly applied meaning in the English language.
- 1.9 Any clause, section or part of this bylaw that may be declared invalid for any reason by a court of competent jurisdiction will be disengaged from the bylaw and all other provisions of this bylaw shall remain enforceable and valid.
- 1.10 Documents attached to this bylaw and marked as schedules shall form part of this bylaw.
- 1.11 This bylaw does not apply to:
 - a) A motor vehicle that has the capacity to carry 15 or more passengers including the operator.
 - b) Any motor vehicle owned by the Town of Drumheller.
 - c) A motor vehicle other than a taxi or limousine that is carrying passengers in accordance with a contract with a school board.
 - d) A motor vehicle that is carrying passengers in accordance with a contract with the Town of Drumheller.
 - e) Any non motorized vehicle, a conveyance propelled by human muscular power or animal power, an implement of husbandry, a vehicle that operates on treads, tracks or rails.
 - f) Any service where the passenger is driven in his own motor vehicle.
 - g) A motor vehicle carrying passengers who pay a fee or fare for the service and the passenger is picked up outside the limits of the Town of Drumheller.
 - h) A motor vehicle used in the course of providing care to clients who require personal assistance with the activities of daily living and the arrangement or provision of that transportation is not the primary business of the person providing the service and no fee is collected for the provision of that transportation.

2. DEFINITIONS

2. In this bylaw the following terms will have the following definitions:
 - a) "Application" means a written application for a broker license, taxi license or chauffeur license and includes an application to renew, transfer for amend any of the above noted licenses.
 - b) "Broker" means an individual or company who owns and operates a livery service in the Town.
 - c) "Broker License" means a license issued to a broker by the Town permitting the operation of a livery service.
 - d) "Business Location" means the premises used or occupied by any person in the conduct of a business.
 - e) "Bylaw Violation Tag" is a ticket or summons issued for an allegation of a bylaw infraction and is issued by a peace officer and only enforceable in the Town.
 - f) "CAO" means the Chief Administrative Officer of the Town.

- g) "Certified Mechanic" means a person who holds a valid and subsisting certificate of proficiency as a journeyman motor mechanic or heavy duty mechanic issued by the province of Alberta.
- h) "Chauffeur" means a person who drives a taxi or limousine.
- i) "Chauffeur License" means the permit issued by the Town permitting a person to operate a livery vehicle in the Town.
- j) "Chief License Inspector" means the CAO of the Town or his designate.
- k) "Community Standards Appeal Board" means the general appeal board of the Town.
- l) "Criminal Record Check" means a criminal record check obtained from the Royal Canadian Mounted Police or another Police service in the province of Alberta and includes a "vulnerable sector" search as part of the criminal record check.
- m) "Criminal Record Information" means the information obtained, but not limited to, the information provided by the Royal Canadian Mounted Police, by way of a search of the central repository of criminal records at RCMP headquarters Ottawa, in a criminal record check.
- n) "Driving Record" also referred to as driver abstract means the driving record of a person issued by the province of Alberta or by the authority of another province in Canada.
- o) "Garage" means a facility licensed to repair motor vehicles and employs certified mechanics for that purpose.
- p) "Hail" means to call out, yell or gesture to get the attention of a livery vehicle operator.
- q) "Highway" means a highway as defined in the Traffic Safety Act of Alberta.
- r) "Inspection Certificate" means documentation provided by a mechanic indicating a livery vehicle is in good repair and safe for highway use.
- s) "License Inspector" means the CAO or his designate.
- t) "Limousine" means a motor vehicle used to convey persons for a fee with at least four doors, not equipped with a taximeter and having standard seating capacity for at least five adult persons not including the operator and includes a stretch limousine, sedan limousine or specialized limousine and does not include a van, light truck or bus.
- u) "Limousine Service" means a business conducting the operation of limousines.
- v) "Livery Vehicle" means a taxi or limousine.
- w) "Livery Vehicle License" means a license issued in accordance with the provisions of this bylaw allowing the use of a livery vehicle for hire.
- x) "Livery Service" means a business engaged in the transport of persons that uses a motor vehicle with four wheels and at least three doors including the trunk or hatchback.
- y) "Motor Vehicle" means a motor vehicle as defined in the Traffic Safety Act of Alberta.
- z) "Operator" means the chauffeur or driver of a motor vehicle.
- aa) "Owner" means a person or body corporate named as the registered owner of the livery vehicle by the province of Alberta.
- bb) "Peace Officer" means any member of bylaw enforcement or community enforcement of the Town of Drumheller or any member of the Royal Canadian Mounted Police.

- cc) "Person" means a natural person or a body corporate and includes a partnership, a group of persons acting in concert or an association.
- dd) "Service Animal" means an animal that has been trained and certified to assist a person with disabilities.
- ee) "Taxi" means a motor vehicle equipped with a taximeter used to transport persons for a fee.
- ff) "Taxi Commission" means a committee comprised of two Town Councillors and the CAO or his designate.
- gg) "Taxi Meter" means a device which calculates the fare for services provided by a taxi and will display the cost and total hired distance of a trip and will record the total hired distance, total distance travelled and total number of all trips.
- hh) "Town" means the Town of Drumheller and the entire area within its corporate boundaries.
- ii) "Violation Ticket" means a violation ticket as defined in the Provincial Offences Procedure Act of Alberta or a Bylaw Violation Tag.

3. BROKER LICENSES

- 3.1 No Broker shall operate a livery service in the Town unless that Broker is in possession of a valid Town Business License.
- 3.2 No Broker shall operate a livery service in the Town unless that Broker is in possession of a valid Broker License issued by the Town.
- 3.3 All Broker Licenses shall expire on December 31st of each year.
- 3.4 An applicant for a Broker License shall provide to the License Inspector:
 - a) A list of the livery vehicles to be used by the livery service.
 - b) The name and applicable policy number, or numbers if more than 1 insurance policy is involved, of the insurance provider used by the Broker for all livery vehicles in his or her fleet.
 - c) A list of all chauffeurs to be employed by the applicant including their full names addresses and Alberta Driver's License numbers.
 - d) The applicable broker license fee as set out in schedule 'B'.
 - e) Any other information required by the License Inspector.

4. CHAUFFEUR LICENSES

- 4.1 An applicant for chauffeur license shall present his application for chauffeur licensing in person to the License Inspector along with:
 - a) An RCMP criminal record check dated not more than three weeks prior to date of this application.
 - b) Driving record abstracts from Alberta and any other province the applicant has resided in during the past five years prior to this application.
 - c) Head and shoulders photo of the applicant.
 - d) Proof of eligibility to work in Canada if requested by the License Inspector.
 - e) The applicable chauffeur license fee as set out in Schedule 'A'.
 - f) Any other pertinent information requested by the License Inspector.

- 4.2 A chauffeur license shall contain a photo of the chauffeur, be laminated in plastic and be displayed in the livery vehicle at all times so as to be visible to all passengers.
- 4.3 No person shall operate a livery vehicle unless that person is in possession of a valid class 4 Alberta driver's license and a valid chauffeur license.
- 4.4 Each broker is responsible for each chauffeur in his employ operating a livery vehicle to be in possession of a valid class 4 Alberta driver's license and a valid chauffeur license.
- 4.5 All chauffeur licenses expire on December 31 of each year.
- 4.6 No one shall be issued a chauffeur license without their suitability being assessed by the License Inspector. This shall include the driving record, criminal record, character, state of health and any other information available to the License Inspector who shall in his or her sole discretion refuse or approve the chauffeur license.
- 4.7 New pertinent information, not previously considered and coming to the attention of the License Inspector, about a person who has been issued a chauffeur license may be assessed by the License Inspector. This assessment may lead to the determination that the chauffeur license be revoked by the license Inspector.
- 4.8 No chauffeur license or renewal shall be issued to any person who:
 - a) Has been convicted under the Criminal Code within the 5 year period immediately preceding the date of application of:
 - b) A sexual offence or offence relating to the corruption of public morals.
 - c) An offence relating to homicide, assault, kidnapping, arson, robbery, extortion or criminal negligence.
 - d) An offence relating to operating a motor vehicle with excess blood alcohol or refusing to provide samples of breath or dangerous driving or criminal negligence in the operation of a motor vehicle or driving while suspended.
 - e) Has been convicted under the Controlled Drugs and Substances Act within the 5 year period immediately preceding the date of application.
 - f) At the discretion of the Town is deemed unsuitable to operate a livery vehicle in the Town.

5. LIVERY VEHICLE LICENSES

- 5.1 No livery vehicle shall operate in the Town unless it is possession a valid Town Livery Vehicle License.
- 5.2 All Livery Vehicle Licenses shall expire on midnight of December 31 of each year.
- 5.3 A Livery Vehicle License may be issued by the Town for a period of less than 1 year. See Schedule 'C'.

- 5.4 An applicant for a Livery Vehicle License shall provide to the Town:
- a) The name of the registered owner, proof of motor vehicle registration and proof of insurance for each vehicle to be used in the business
 - b) An inspection certificate attesting to the mechanical fitness of each vehicle completed within one month prior to the application date.
 - c) Proof that the taximeter has been calibrated and sealed by a person or company approved by the License Inspector within one month prior to the application date.
 - d) The Livery Vehicle License fee as set out in Schedule 'C'.
 - e) A Livery Vehicle License shall be carried in the livery vehicle at all times and shall be produced by the broker or chauffeur upon request of the License Inspector or a Peace Officer.
 - f) Any other pertinent information required by the License Inspector.
- 5.5 Notwithstanding any other provision of this Livery Bylaw a motor vehicle belonging to a livery service of which there is not a valid Livery License may be operated in Town providing that:
- a) Any passengers in the livery vehicle are picked up outside the Town and
 - b) The operation of the livery vehicle is limited to entering Town, taking passengers to their destination in Town and then leaving Town.

6. LIVERY VEHICLE INSPECTIONS

- 6.1 A livery vehicle license shall be carried in the livery vehicle at all times and shall be produced by the broker or chauffeur upon request of the License Inspector or a Peace Officer.
- 6.2 The License Inspector or a Peace Officer may at any time inspect a livery vehicle to determine:
- a) The validity of the Livery Vehicle License.
 - b) The validity of the Driver's License of the chauffeur.
 - c) A Livery Vehicle License shall be carried in the livery vehicle at all times and shall be produced by the broker or chauffeur upon request of the License Inspector or a Peace Officer.
 - d) The mechanical and physical condition of the livery vehicle.
 - e) The accuracy of the taximeter in a taxi.
 - f) The cleanliness and state of repair of the interior.
- 6.3 The License Inspector can at any time issue an order verbally or in writing requiring a livery vehicle to be inspected by a certified mechanic and the broker or chauffeur shall deliver the livery vehicle in question to the garage as directed by the License Inspector. The costs of the mechanical inspection shall be paid by the broker.
- 6.4 Upon inspecting a livery vehicle the License Inspector or Peace Officer acting on reasonable grounds that a livery vehicle is deficient and unsafe for highway travel may:
- a) Seize the vehicle and cause it to be removed from the highway and stored at a suitable location. Towing and storage costs shall be paid by the broker.

- b) Issue an order to remedy to correct the deficiency and/or bylaw violation tag or provincial violation ticket.
- c) A Peace Officer shall forthwith advise the License Inspector of action taken under this bylaw.

6.5 A Broker shall provide to the License Inspector proof of repair, by way of inspection certificate completed by a designated garage, to any livery vehicle ordered inspected before the livery vehicle will be permitted to resume operation as a livery vehicle in the Town.

6.6 A broker shall provide to the License Inspector proof of mechanical fitness of each livery vehicle in his or her fleet by way of an inspection certificate completed by a designated garage yearly and submitted by December 31 of each year.

7. CHAUFFEUR AND BROKER RESPONSIBILITIES

7.1 Each chauffeur shall be civil and polite to customers and passengers.

7.2 Each chauffeur shall be clean and neat about their person and clothing.

7.3 Each chauffeur shall maintain a log book in a manner that may be prescribed by the License Inspector.

7.4 Each chauffeur shall deliver all passengers by the most direct route available to their destination.

7.5 Each chauffeur shall keep all appointments or promises made in relation to requests from persons for transport and to not promise any service that the car service is incapable of keeping.

7.6 A chauffeur shall not refuse service to a person accompanied by a service animal.

7.7 A chauffeur shall assist a passenger upon a passenger's reasonable request for assistance including the loading and unloading of a passenger's mobility aid.

7.8 A chauffeur is entitled to refuse service to a person if that person:

- a) Is impaired by alcohol or drugs.
- b) Is indebted to the chauffeur or broker to which the livery vehicle is associated.
- c) Requests that the chauffeur transport an animal in the livery vehicle other than a service animal.
- d) Requests that the chauffeur carry baggage in the livery vehicle which can be detrimental to the cleanliness, sanitary condition or repair of the livery vehicle.
- e) Requests that the chauffeur carry any passengers or baggage which the livery vehicle cannot reasonably carry.
- f) Is disorderly or abusive to the driver.
- g) Insists on smoking or attempts to smoke in the livery vehicle.

7.9 A chauffeur is not obligated to accept a passenger if the livery vehicle is not in service.

- 7.10 A chauffeur shall not transport more passengers than for which there are seats in a livery vehicle.
- 7.11 A chauffeur must not allow consumption of alcohol by any passenger in a livery vehicle unless the livery vehicle is otherwise so licensed to permit same.
- 7.12 A chauffeur shall not drive a livery vehicle while under the influence of alcohol or any other impairing substance.
- 7.13 A chauffeur shall not knowingly misinform any person as to the time, date or place of arrival or departure of any livery vehicle or the location of any building, place or site.
- 7.14 A chauffeur shall not influence any person to hire his livery vehicle or any other livery vehicle by false representation.
- 7.15 A chauffeur's only use of a cell phone while carrying passengers shall be the cell phone used in concert with a device commonly known as a "hands free" device.
- 7.16 A chauffeur or broker upon being requested by the license inspector shall advise the address of any place to or from which any passenger has been driven.
- 7.17 A broker shall upon the request of the License Inspector advise the name and address of the chauffeur of any taxi owned by the broker.
- 7.18 A chauffeur at his or her discretion may request a cash deposit of not more than \$40.00 to be applied to the taximeter fare from any person and shall provide a receipt for this amount to a person seeking transport, prior to the commencement of the transport, that begins and ends in Town.
- 7.19 No broker or chauffeur shall monitor any radio traffic of a competing car service by any electronic means or device.
- 7.20 A broker shall advise the License Inspector of any collision involving any of the broker's vehicles within 5 business days of the event. Any livery vehicle needing repair from a collision shall be regarded as unfit for duty and shall not be reengaged into service until proof of repair and mechanical fitness has been provided to the License Inspector.
- 7.21 A broker or chauffeur shall take all reasonable steps to return any property left in a livery vehicle to the owner. If such steps are unsuccessful then the property shall be turned over to the License Inspector within 48 hours of the property being found.
- 7.22 A Broker shall within 5 business days from the date of change inform the License Inspector of any additions or deletions to any list furnished regarding livery vehicles or Chauffeurs.

- 7.23 Every Broker shall within the first 5 business days of each month provide to the License Inspector a list of Chauffeurs employed by the Broker during the entire previous month.
- 7.24 A Broker shall ensure that all livery vehicles operating in his livery service have a clean interior in good condition and that all livery vehicles are mechanically maintained, safe for the carriage of customers and certified fit for highway use.
- 7.25 A person shall not make a false statement in a document, application, statement, declaration, or report required or made under this bylaw.
- 7.26 A person shall not make any false or misleading statements through any advertising media with respect to any services provided by a livery vehicle.

8. LIMOUSINES

- 8.1 No person operating a limousine shall operate on a fixed or recurring route.
- 8.2 No limousine broker or limousine chauffeur shall:
- a) stand his or her limousine in any public place or parking lot except while under hire
 - b) stand his or her limousine in any taxi stand for the purpose of soliciting or obtaining passengers.
- 8.3 The chauffeur of a limousine shall always have a current written contract that was previously agreed upon with a client who is present in the limousine and shall produce the contract upon request of a Peace Officer or the License Inspector. See template marked as Schedule "G".
- 8.4 A limousine will not be licensed to operate with a taximeter.

9. TAXIMETERS

- 9.1 The broker of a taxi service shall ensure that each taxi is equipped with a taximeter that has been calibrated annually and sealed.
- 9.2 It is an offence if the License Inspector or Peace Officer acting upon reasonable grounds finds a taximeter with a broken seal this shall be considered grounds to have the taximeter calibrated and resealed immediately.
- 9.3 The broker shall install the taximeter in such a position inside the taxi so that the fare on the meter can be read at any time of the day by a passenger in either a front or rear seat.
- 9.4 The taximeter shall be tested by a Town approved person or firm and if on reasonable grounds an order is issued, either verbally or in writing, by the License Inspector the broker shall comply and provide proof within one month of the order that the taximeter has been repaired and has been resealed.

- 9.5 All costs for testing and repairing a taximeter shall be the responsibility of the broker.
- 9.6 A taximeter shall be turned on and determining a fare while transporting a person within the Town limits.

10. TAXI RATES

- 10.1 A livery vehicle shall measure the fare charged to the passenger on the basis of:
- a) The distance travelled;
 - b) The amount of time for which the vehicle was hired; or
 - c) A combination of distance travelled and the amount of time for which the vehicle is hired.
- 10.2 The chauffeur shall collect the fares and charges pursuant to a metered rate in a taxi or in the case of a limousine a contract or flat rate.
- 10.3 The meter rate fares to be charged for the hire of a taxi shall be decided upon with input from local brokers and subject to yearly review by Town Council.
- 10.4 Taxi rates may be amended from time to time by Town Council resolution.
- 10.5 For taxi rates please refer to Schedule "E".

11. GRATUITIES/DISCOUNTS/EXTRA CHARGES

- 11.1 A broker or chauffeur may offer a discount at his or her discretion to any passenger.
- 11.2 A chauffeur may accept gratuities.
- 11.3 No extra charge shall be levied against any passenger for additional assistance provided by a chauffeur to assist a person with disabilities or pursuant to Section 43 of this Bylaw.

12. TAXI IDENTIFICATION

- 12.1 Each taxi shall prominently display on both sides of its exterior the name and phone number of the broker/taxi company.
- 12.2 Each taxi shall prominently display a taxi identification number.
- 12.3 No person shall operate a motor vehicle in Town which has markings, decals or equipment identifying it as a taxi unless that vehicle has a valid livery license.
- 12.4 Each taxi shall prominently display on each rear passenger window the current taxi fares determined by the taxi meter and methods of payment.
- 12.5 Each taxi shall display on its exterior a notice indicating that the chauffeur at his or her discretion may request a person pay a deposit of \$40.00 before commencing any transport that begins and ends in Town.

13. TAXI ADVERTISING

13.1 All roof units and signs must be standard commercially manufactured equipment.

13.2 Any illumination of the roof display shall be non flashing and not exceed 40 watts.

13.3 The color of a livery vehicle or the color scheme of more than one livery vehicle owned by a broker is the choice of the broker.

14. COMPLAINTS AND INVESTIGATIONS

14.1 The License Inspector or any Peace Officer may receive a complaint regarding livery vehicle service.

14.2 All complaints related to the specifics of the bylaw will be referred to, and investigated by, the License Inspector.

14.3 Complaints related to allegations of violations of other laws will be referred to the appropriate authority by the License Inspector.

14.4 Any investigation conducted by the License Inspector will, unless extenuating circumstances prevail, be completed within 30 days.

14.5 The investigational report will be provided to the Taxi Commission and /or Community Standards appeal board immediately.

15. OFFENCES / PROSECUTION / ORDER TO REMEDY

15.1 When the License Inspector, or Peace Officer, believes on reasonable and probable grounds that an offence has been committed under this bylaw in relation to a livery vehicle the License Inspector or Peace Officer may:

- a) Seize the livery vehicle and cause it to be removed and stored at a suitable location; and
- b) Suspend and seize the chauffeur's license and livery vehicle license; and/or
- c) Issue an order to remedy and give the chauffeur or broker a provincial Traffic Violation Notice noting the violations or livery vehicle deficiencies and time permitted to correct same. Inspection certificate to be provided to the License Inspector upon completion of repair.
- d) In addition to, or in place of, action authorized under part a) and b) of this section, issue a Province of Alberta violation ticket in part 2 or a bylaw violation tag to the offender.

If any authority noted previously in this section, other than the License Inspector, takes any of the above noted action, that authority shall forthwith advise the License Inspector of the action taken.

- e) The broker shall be responsible for all towing and storage costs of a livery vehicle seized.
- f) No livery vehicle seized shall be permitted to return to service until, proof of repair and an inspection certificate attesting to the mechanical fitness of the livery vehicle have been received by the License Inspector, and, all costs for towing and storage owed to a third party have been satisfied.

16. BYLAW VIOLATION TAG/PROVINCIAL VIOLATION TICKET

- 16.1 A Peace Officer is authorized to issue a bylaw violation tag to any person that the Peace Officer believes on reasonable and probable grounds has contravened any provision of this bylaw.
- a) Notwithstanding any other provision of this bylaw a Peace Officer is authorized to immediately issue a Province of Alberta violation ticket pursuant to the Provincial Offences Procedure Act.
 - b) A bylaw violation tag may be issued to an accused personally, or by mailing a copy to the accused at his or her last known address.
 - c) Nothing in this bylaw shall prevent a Peace Officer from issuing a bylaw violation tag or provincial violation ticket for the mandatory court appearance of any person who contravenes any provision of this Bylaw.
 - d) If the penalty specified on the bylaw tag served to a person is not paid within a prescribed time period, then a Peace Officer is authorized to issue a provincial violation ticket pursuant to the Provincial Offences Procedures Act.

17. PENALTIES

- 17.1 Any person who contravenes any provision of this Bylaw is guilty of a summary conviction offence punishable by a fine, not less than two hundred and fifty dollars and not exceeding five thousand dollars or to imprisonment for a period not exceeding one year or both.

17.2 Specific fine penalties for offences of this bylaw are listed in schedule 'F'.

17.3 Offences for each day or part of a day that the offence continues.

18. APPEALS

- 18.1 Any decision of the License Inspector, not including the issuance of a violation ticket, can be appealed in writing to the Community Standards Appeal Board of the Town, by filing written notice with the Town Clerk within 14 days of the License Inspector's decision.

18.2 The Appeal Board may confirm, revoke or modify the decision of the License Inspector.

18.3 Any order to remedy issued by the License Inspector or a Peace Officer, may be appealed to the Community Standards Appeal Board.

19. REPEAL

Town of Drumheller Bylaw number 15.00 is hereby repealed.

20. COMMENCEMENT

This bylaw shall become effective on the date of the final passing thereof.

**TOWN OF DRUMHELLER
SCHEDULE 'A' TO BYLAW 15.12
CHAUFFEUR APPLICATION FORM**

To be completed and signed by the applicant. Please complete form as complete and accurately as possible. Failure to do so will result in delays in the licensing process and may result in refusal of this application and any existing chauffeur's license in the name of the application being rescinded. The applicant must submit an Alberta Motor Vehicle Branch Driver's Abstract and an RCMP Criminal Record Check, including vulnerable sector checks, completed and dated not more than 3 weeks prior to the date of this application. If the applicant has resided outside of Alberta at any time in the previous 5 years, a Driver's Abstract from the Province of residency must accompany this application. The applicant must provide proof of eligibility to work in Canada, if so requested by the License Inspector.

The completed form is to be submitted, in person, by the applicant to the License Inspector or any member of Drumheller Bylaw/Community Enforcement.

THIS APPLICATION MUST BE ACCOMPANIED BY A FEE OF \$25 AND A HEAD AND SHOULDERS PHOTO OF THE APPLICANT.

NAME: _____

DATE OF BIRTH: _____

ADDRESS _____

LIST ALL ADDRESSES WHERE HAS APPLICANT HAS RESIDED IN PAST 5 YEARS

HOME TELEPHONE NUMBER _____

CELL TELEPHONE NUMBER _____

ALBERTA DRIVER'S LICENSE # _____ EXPIRY DATE _____

CLASS _____

RESTRICTIONS _____

APPLICANT'S HEIGHT _____ APPLICANT'S WEIGHT _____

APPLICANT'S HAIR COLOUR _____

NAME OF BROKER WHO IS APPLICANT'S EMPLOYER _____

HAVE YOU BEEN CONVICTED IN THE PAST FIVE YEARS OF ANY CRIMINAL OFFENCE? _____

HAVE YOU BEEN CONVICTED IN THE PAST THREE YEARS OF ANY PROVINCIAL TRAFFIC OFFENCE? _____

I, _____ DO HEREBY STATE:

The information provided by me on this application form is true and accurate to the best of my knowledge. I agree to abide by the all provisions and requirements of the Town of Drumheller Livery Transport bylaw.

SIGNATURE OF APPLICANT:

SIGNATURE OF BROKER CONFIRMING APPLICANT'S EMPLOYMENT:

DATE:

FOR TOWN USE ONLY:

Application for Livery Transport Chauffeur license is:

APPROVED:

NOT APPROVED:

DATE:

(License Inspector)

**TOWN OF DRUMHELLER
SCHEDULE 'B' TO BYLAW 15.12
BROKER APPLICATION FORM**

NAME OF COMPANY _____

BUSINESS ADDRESS _____

PHONE NUMBER _____

NAME, ADDRESS AND PHONE NUMBER OF BROKERAGE OWNER

PLEASE LIST YEAR, MAKE, VIN NUMBER AND LICENSE PLATES OF ALL TAXI OR LIMOUSINES OWNED AND OPERATED IN TOWN BY THIS BROKERAGE:

A PHOTOCOPY OF THE REGISTRATION DOCUMENTS FOR EACH TAXI OR LIMOUSINE IS ACCEPTABLE IN LIEU OF LISTING SAME BELOW.

PLEASE PROVIDE PHOTO COPY OF INSURANCE PINK CARD THAT STIPULATES NAME OF INSURANCE PROVIDER, POLICY NUMBER AND INSURANCE EXPIRY DATE, FOR ALL MOTOR VEHICLES LISTED ABOVE. PLEASE PROVIDE PROOF THAT THE BROKER'S POLICY INCLUDES THE PUBLIC PASSENGER VEHICLE ENDORSEMENT. (SAME CAN BE ATTACHED TO THIS APPLICATION FORM.)

PLEASE PROVIDE PROOF OF MECHANICAL FITNESS, COMPLETED IN THE LAST 30 DAYS, OF EACH LIVERY VEHICLE. (SAME CAN BE ATTACHED TO THIS APPLICATION FORM.)

I, the Broker, possess a valid Town Chauffeur License.(circle one) YES NO

DATE OF APPLICATION:

SIGNATURE OF BROKERAGE OWNER:

DOCUMENTS/FEEES TO BE ATTACHED:

- A) Copy of Town of Drumheller Business License.
- B) List of all Chauffeurs to be employed by Broker.
- C) Copy of RCMP Criminal Record (if not already submitted through chauffeur application)
- D) Broker Application Fee - \$150.00
- E) Schedule of fees to be charged – taxi rates of limousine hire fees.

**TOWN OF DRUMHELLER
SCHEDULE 'C' TO BYLAW 15.12
LIVERY VEHICLE LICENSE APPLICATION**

NAME OF BROKER: _____

PLEASE PROVIDE COPY OF REGISTRATION FOR LIVERY VEHICLE LICENSE
PLATE NUMBER: _____

PLEASE PROVIDE PROOF OF INSURANCE (\$2,000,000 LIABILITY AND PUBLIC
PASSENGER VEHICLE ENDORSEMENT) FOR EACH LIVERY VEHICLE.

BROKER UNIT NUMBER: _____

TAXIMETER CALIBRATED AND SEALED ON: _____
BY: _____

PLEASE ATTACH PROOF OF MECHANICAL FITNESS COMPLETED IN LAST 30
DAYS.

**TOWN OF DRUMHELLER
SCHEDULE 'D' TO BYLAW 15.12**

BROKER/CHAUFFEUR/LIVERY LICENSE APPLICATION FEE YEARLY

BROKER	\$150.00
CHAUFFEUR	\$ 25.00
LIVERY- PER VEHICLE	\$ 50.00

**TOWN OF DRUMHELLER
SCHEDULE 'E' TO BYLAW 15.12
FARES/RATES/CHARGES**

PICK UP FEE - \$3.50 AND \$0.10 PER 70 METERS OF TRAVEL

WAITING CHARGE - \$30.00 PER HOUR

**TOWN OF DRUMHELLER
SCHEDULE 'F' TO BYLAW 15.12
VOLUNTARY PAYMENT FINES SECTION**

SECTION 3.1 - OPERATING WITHOUT BROKER'S LICENSE, BUSINESS LICENSE	\$500.00
SECTION 4.3 – OPERATE LIVERY VEHICLE WITHOUT CHAUFFEUR LICENSE	\$500.00
SECTION 5.1 - OPERATE LIVERY VEHICLE WITHOUT LIVERY LICENSE	\$500.00
SECTION 6.6 - BROKER FAIL TO SUPPLY LICENSE INSPECTOR WITH CERTIFICATE OF MECHANICAL FITNESS FOR LIVERY VEHICLE	\$250.00
SECTION 7.0 PLUS APPLICABLE SUB-SECTIONS – CHAUFFEUR FAIL TO MAINTAIN RESPONSIBILITIES	\$250.00
SECTION 7.1 – OPERATE LIVERY VEHICLE WITH EXCESS PASSENGERS	\$250.00
SECTION 7.2 – BROKER FAIL TO REPORT LIVERY VEHICLE COLLISION TO INSPECTOR	\$250.00
SECTION 7.21 – BROKER FAIL TO TURN FOUND PROPERTY OVER TO LICENSE INSPECTOR	\$250.00
SECTIONS 7.22 & 7.23 – BROKER FAIL TO COMPLY WITH REQUIRED MONTHLY REPORT	\$250.00
SECTION 7.24 – OPERATE UNSAFE LIVERY VEHICLE	\$500.00
SECTION 7.25 – MAKE FALSE STATEMENT ON APPLICATION	\$500.00
SECTION 8.2.b – STAND LIMOUSINE IN TAXI STAND	\$250.00
SECTION 8.3 – OPERATE LIMOUSINE WITH PASSENGERS WITHOUT SUBSISTING CONTRACT IN POSSESSION OF CHAUFFEUR	\$250.00
SECTION 9.1 – OPERATE TAXI WITHOUT TAXIMETER	\$500.00
SECTION 9.2 – OPERATE TAXI WITHOUT TAXIMETER PROPERLY SEALED	\$500.00
SECTION 12 PLUS APPLICABLE SUB-SECTIONS – IMPROPER/INADEQUATE TAXI IDENTIFICATION, MARKINGS, DECALS	\$250.00
SECTION 13 – IMPROPER ADVERTISING	\$250.00
SECTION 15 - FAIL TO COMPLY WITH ORDER TO REMEDY / DIRECTION OF LICENSE INSPECTOR	\$500.00
VOLUNTARY PENALTY FOR VIOLATION OF ALL OTHER OFFENCES	\$250.00
SECOND CONVICTION ALL OFFENCES WITHIN 12 MONTHS	\$750.00

**TOWN OF DRUMHELLER
SCHEDULE 'G' TO BYLAW 15.12
LIMOUSINE CONTRACT TEMPLATE**

(NAME OF CARRIER)

DATE:

PASSENGER NAME:

TRANSPORT FROM:

TRANSPORT TO:

START TIME:

END TIME:

TOTAL CHARGES: GST AND LIMOUSINE FEE

TOWN OF DRUMHELLER

BYLAW NO. 17.12

A BYLAW OF THE TOWN OF DRUMHELLER TO ESTABLISH UTILITY RATES.

This Bylaw shall be cited as the "Utility Rate Bylaw".

The Council for the Town of Drumheller, duly assembled enacts as follows:

1. Definitions

"Commercial Premises" or "Industrial Premises" for the purpose of this bylaw shall mean one or more spaces useable for business purposes and having its own sanitary facilities connected to a single meter.

"Dwelling Unit" shall mean a complete building or self contained portion of a building containing a room or suite of rooms operated as a single housekeeping unit, intended to be used as a permanent or semi-permanent domicile by one or more persons and usually containing cooking, eating, living, sleeping, and sanitary facilities, and including serviced lots in a manufactured home park, and not necessarily connected to an individual meter, excluding institutional premises.

"Group 1" includes connections with meters 1" and under

"Group 2" includes connections with meters from 1 1/4" to 2"

"Group 3" includes connections with meters from 3" to 4"

"Group 4" includes connections with meters from 6" to 8"

"Institutional Premises" shall mean a complete building that operates as a school, hospital, nursing home, or seniors lodge.

"Manufactured Home Park" means a parcel of land under one title which has been planned, divided into manufactured home lots and improved for placement of manufactured homes for permanent residential use and may include convenience stores, parking facilities, home occupations and other accessory uses;

"Unit" shall mean a Dwelling Unit, Commercial Premises, Industrial Premises, or Institutional Premises.

2. Monthly Meter Charges – zero (0) consumption included

Rate Group	Water	Wastewater
Group 1	\$ 10.80	\$ 11.50
Group 2	\$ 37.10	\$ 77.00
Group 3	\$ 504.70	\$ 278.00
Group 4	\$ 949.70	\$ 927.00

3. Water Rate

Per cubic meter (Per thousand gallons) \$1.4008 (\$6.3673)

4. Waste Water Rate

Per cubic meter (Per thousand gallons) \$1.8500 (\$8.409)
Sewage volume is calculated at 80% of water consumption

Or

Properties with only a sewer connection \$33.50 monthly

5. Bulk Water per cubic meter \$4.53

6. Recycling Fee per unit \$2.00

7. Penalty Rate

All accounts are subject to a penalty of 2% per month compounded monthly (effective rate of 26.82% per annum) if unpaid within thirty (30) days from the date the account is rendered.

8. Utility Deposit

Tenant \$150.00
New rate to apply to all new applications or reconnections.

9. Disconnection/Reconnection

Disconnection notice service fee \$25.00
Reconnection/Disconnection during business hours \$50.00
Reconnection/Disconnection during non-business hours \$150.00
If the water supply has been disconnected for non-payment of accounts, all fees and costs must be paid prior to reconnection

10. Bylaw 03.12 is hereby repealed.

This bylaw comes into effect on the day of its passing.

READ A FIRST TIME this 17th day of December, 2012

READ A SECOND TIME as amended this ____ day of _____, 2012

READ A THIRD AND FINAL TIME as amended this ____ day of _____, 2012

MAYOR

CHIEF ADMINISTRATIVE OFFICER

TOWN OF DRUMHELLER

BYLAW NO. 17.12

A BYLAW OF THE TOWN OF DRUMHELLER TO ESTABLISH UTILITY RATES.

This Bylaw shall be cited as the "Utility Rate Bylaw".

The Council for the Town of Drumheller, duly assembled enacts as follows:

1. Definitions

"Commercial Premises" or "Industrial Premises" for the purpose of this bylaw shall mean one or more spaces useable for business purposes and having its own sanitary facilities connected to a single meter.

"Dwelling Unit" shall mean a complete building or self contained portion of a building containing a room or suite of rooms operated as a single housekeeping unit, intended to be used as a permanent or semi-permanent domicile by one or more persons and usually containing cooking, eating, living, sleeping, and sanitary facilities, and including serviced lots in a manufactured home park, and not necessarily connected to an individual meter, excluding institutional premises.

"Group 1" includes connections with meters 1" and under

"Group 2" includes connections with meters from 1 1/4" to 2"

"Group 3" includes connections with meters from 3" to 4"

"Group 4" includes connections with meters from 6" to 8"

"Institutional Premises" shall mean a complete building that operates as a school, hospital, nursing home, or seniors lodge.

"Manufactured Home Park" means a parcel of land under one title which has been planned, divided into manufactured home lots and improved for placement of manufactured homes for permanent residential use and may include convenience stores, parking facilities, home occupations and other accessory uses;

"Unit" shall mean a Dwelling Unit, Commercial Premises, Industrial Premises, or Institutional Premises.

2. Monthly Meter Charges – zero (0) consumption included

Rate Group	Water	Wastewater
Group 1	\$ 11.00	\$ 11.50
Group 2	\$ 37.80	\$ 77.00
Group 3	\$ 514.50	\$ 278.00
Group 4	\$ 968.10	\$ 927.00

3. Water Rate

Per cubic meter (Per thousand gallons) \$1.4280 (\$6.4909)

4. Waste Water Rate

Per cubic meter (Per thousand gallons) \$1.8500 (\$8.409)
Sewage volume is calculated at 80% of water consumption

Or

Properties with only a sewer connection \$33.50 monthly

5. Bulk Water per cubic meter \$4.62

6. Recycling Fee per unit \$2.00

7. Penalty Rate

All accounts are subject to a penalty of 2% per month compounded monthly (effective rate of 26.82% per annum) if unpaid within thirty (30) days from the date the account is rendered.

8. Utility Deposit

Tenant \$150.00
New rate to apply to all new applications or reconnections.

9. Disconnection/Reconnection

Disconnection notice service fee \$25.00
Reconnection/Disconnection during business hours \$50.00
Reconnection/Disconnection during non-business hours \$150.00
If the water supply has been disconnected for non-payment of accounts, all fees and costs must be paid prior to reconnection

10. Bylaw 03.12 is hereby repealed.

This bylaw comes into effect on the day of its passing.

READ A FIRST TIME this 17th day of December, 2012

READ A SECOND TIME as amended this ____ day of _____, 2012

READ A THIRD AND FINAL TIME as amended this ____ day of _____, 2012

MAYOR

CHIEF ADMINISTRATIVE OFFICER

TOWN OF DRUMHELLER *Agenda Item # 8.1.3*
BYLAW NUMBER 18.12

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 amendment or addition of the following in Part 1 (2) Definitions:

"Bareland Condominium" means land that is situated within a parcel and described as a unit in a condominium plan by reference to boundaries governed by monuments placed pursuant to the provisions of the Surveys Act respecting subdivision surveys, a Bare Land Condominium shall be processed as a subdivision in accordance with Part 17 of the Municipal Government Act;

"Grade Level" means the elevation of the finished ground surface. Where grade level is varied on the site such as a walk-out basement the lowest finished elevation on the property abutting the building/ development shall be determined to be grade level for measurement purposes;

"Dwelling" means any building or structure used exclusively for human habitation and which is supported on a permanent foundation or base extended below ground level and includes multiple dwellings, apartments, lodging and boarding houses, etc.; ~~but does not include manufactured homes of any kind whether standing on wheels or supported by blocks, jacks, or any other temporary foundation;~~

"Digital Sign" means any Sign that is remotely changed on or off Site and has a Message Duration time established. Digital Signs incorporate a technology or method allowing the Sign to change Copy without having to physically or mechanically replace the Sign face or its components.

Amendment of the definitions for 'Drinking Establishment – Major and Minor' to a single definition as follows:

"Drinking Establishment" means a use where:

- a. liquor is sold for consumption on the premises;
- b. where a license for the sale of liquor is issued by Alberta Gaming and Liquor Commission *that may prohibit minors on the premises during certain hours or at any time;*

- c. that may include the preparation and sale of food or drink for consumption on the premises;
- d. must not have any openings , except emergency exits, non-opening windows or loading bay doors on a façade that faces a residential district or abuts a lane separating the parcel from a residential district;
- e. considerations are made for appropriate distances from a residential district including access, egress and parking areas including screening as determined appropriate by the development authority.

Where a 'Drinking Establishment Major or Minor' is listed as a permitted or discretionary use it shall be changed to 'Drinking Establishment'

Amendment of the definition for 'Home Occupation' as follows:

"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 name plate, 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;~~

2. The amendment of the following under Part III Development Permit:

- 7. Development Not Requiring a Development Permit
 - (g) The use by the Town of land of which the Town is the legal or equitable owner for a purpose directed or approved by a two-thirds majority vote of Council ~~in connection with any public utility carried on by the Town.~~

3. The amendment of the following under Part VI Land Use Districts:

Amendment of:

27. SCR - Suburb Community Residential District

(c) Minimum Requirements

- 1. Site Area:
 - a. Unserved residential lots: 20,000 sq. ft. (1858m²);
 - b. Residential lots serviced by a public water system but not a public sewer system: 19,500 sq. ft. (1,800 sq. m.);
 - c. Residential lots serviced by public sewer system but not a public water system: 10,000 sq. ft. (929 m²);
 - a. Non-residential uses at the discretion of the Municipal Planning Commission.

- ...
- e. Site areas may be modified at the discretion of the Development Authority provided compliance with the Building Regulations.
- Agenda Item #8.1.3**

As follows:

1. Site Area:
 - a. Unserved residential lots: ***as determined in accordance with a private sewage disposal system site evaluation that meets the requirements of the Private Sewage Disposal System Standard of Practice and applicable Town bylaws or policies;***
 - b. Residential lots serviced by a public water system but not a public sewer system: ***as determined in accordance with a private sewage disposal system site evaluation that meets the requirements of the Private Sewage Disposal System Standard of Practice and applicable Town bylaws or policies;***
 - c. Residential lots serviced by public sewer system but not a public water system: 10,000 sq. ft. (929 m²);
 - d. Non-residential uses at the discretion of the Municipal Planning Commission.
 - e. Site areas may be modified at the discretion of the Development Authority provided compliance with all applicable Building Regulations ***and shall not be less than 464.5 sq. m. (5,000 sq. ft.).***

Amendment of the following in the CB – Central Business and DT – Downtown Transition District:

Dwelling - One or more dwelling units above the first storey of a Commercial building

As follows:

Dwelling - One or more dwelling units ***completely self-contained and accessory to a principal commercial use***

Amendment of the following in the R2 Residential District Discretionary uses:

Dwelling – Manufactured Home

As follows:

Dwelling – manufactured Home ***in existence prior to January 1, 2013***

Addition of the following as a discretionary use in the R-1 and R-1a Residential Districts:

Dwelling – manufactured Home ***in existence prior to January 1, 2013***

...

Addition of the following as discretionary uses in the CB – Central Business District: **Agenda Item # 8.1.3**

Fitness Centre

Worship Facility

Deletion of the following discretionary use in the CB – Central Business District:

Building material sales establishments which existed prior to the adoption of this Bylaw or additions to the same

Amendment of the following from discretionary uses to permitted uses in the R1-a Residential Land Use District:

Dwelling - Single-detached

Dwelling – Ready To Move (RTM)

Parks and Playgrounds

Permitted signs

Amendment of the following from discretionary uses to permitted uses in the M-2 Industrial Land Use District:

Storage Structure

Storage Yard

Amendment of the following in the R-1, R-1a, R-2, R-3, R-4, DT Land Use Districts:

- (c) 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;

As follows:

- (c) Accessory buildings shall not exceed the lesser of 67 m² (728 sq. ft.) or 15% of lot coverage unless otherwise approved by the Municipal Planning Commission, relaxations to lot coverage greater than 20% may be permitted with consideration for:
 - (i) the size and configuration of the lot; and
 - (ii) shall not exceed the floor area of the principal building.

Addition of the following in the CR Land Use District:

5. Rear Yard:
 - (b) 0.91 m (3. ft.) for accessory buildings.

Amendment of the DT – Downtown Transitional Land Use District as follows:

1. Site Area:
 - (a) 418 m^2 (4,500 sq. ft.) for single- detached dwellings;
 - (b) 325 m^2 (3,500 sq. ft.) for semi-detached dwellings;

As follows:

1. Site Area:
 - a. 278.7 m^2 (3,000 sq. ft.) for all dwelling types; and
 - b. Other uses at the discretion of the Municipal Planning Commission.
2. Lot Width:
 - (a) 12.2 m (40 ft.) for a single- detached dwellings;
 - (b) 7.6 m (25 ft.) for each dwelling unit in a semi-detached dwelling;
 - (c) 15.2 m (50 ft.) for duplex dwellings; and

As follows:

2. Lot Width:
 - (a) 7.6 m (25 ft.) for single and semi-detached detached dwellings; and
 - (b) Other uses at the discretion of the Municipal Planning Commission.
3. Front Yard:
 - (a) 6.1 m (20 ft.), or as required by the Municipal Planning Commission for non-residential buildings and uses.

As follows:

3. Front Yard:
 - (a) 6.1 m (20 ft.), or may be in accordance with existing buildings on the same street at the discretion of the Municipal Planning Commission.

Agenda Item # 8.1.3

4. Side Yard:
 - (a) 1.5 m (5 ft.), except those buildings having the principal entrance provided from a side yard. The minimum side yard shall then be 2.1 m (7ft);
 - d) No side yard is required where a firewall is provided.

As follows:

4. Side Yard:
 - (a) 1.2 m (4 ft.) unless a lesser side yard is approved by the MPC in consideration of existing surrounding development;
 - (b) Accessory buildings 3 m (10 ft.) on street side of corner lots, on all other sites 0.91 m (3 ft.);
 - (c) In the case of zero lot line housing (*subject to Section 65*) the required side yard may be reduced to zero (0) where the owner of the adjacent lot grants a 1.5 m (5 ft.) private maintenance access easement which shall:
 - (i) be registered against the title of that adjacent lot; and
 - (ii) all roof drainage from the building is directed onto the lot by eaves-troughs and down-spouts or other suitable means;

6. Floor Area:
 - (a) 88.3 m² (950 sq. ft.) for single- detached dwellings;

As follows:

6. Floor Area:
 - (a) 65.0 m² (700 sq. ft.) for single- detached dwellings;

3. Amendment of the following under Part VII General Land Use Regulations:

Amendment of:

53. Relocation of Buildings

- (a) Where a development permit has been granted for the relocation of a building on the same site or from another site, the Municipal Planning Commission may require the applicant to provide a Performance Bond in the amount of \$10,000 (\$1,000 where the building to be relocated is accessory to a dwelling) to ensure completion of any renovations set out as a condition of approval of the permit.
- (b) All renovations to a relocated building are to be completed within one year of the issuance of the development permit.
- (c) Prior to approving a development permit for a moved in building, The Development Authority may obtain the views in writing of the adjacent registered property owners within a minimum of 60 m (196 ft) from the proposed building.

53. Relocation of Buildings

- (a) Where a development permit has been granted for the relocation of a building on the same site or from another site, the Municipal Planning Commission shall require the applicant to provide a Performance Bond in an amount suitable to complete any renovations required as set out as a condition of development permit approval and may be determined by a quote provided from a certified contractor. The amount of a performance bond shall not be less than \$10,000 (\$1,000 where the building to be relocated is accessory to a dwelling) to ensure completion of any renovations set out as a condition of approval of the permit and repair or replacement of any damaged municipal infrastructure as a result of the building relocation (may include curb stops, valve boxes, manhole cover, catch basins, culverts, pipelines, sidewalks, curbs and gutters, lanes, roads and any surface or underground improvement on or abutting the land).
- (b) All renovations to a relocated building are to be completed within one year of the issuance of the development permit.
- (c) Prior to approving a development permit for a moved in building, The Development Authority may obtain the views in writing of the adjacent registered property owners at a distance deemed appropriate for the proposed development.
- (d) The Development Officer may request that an application to relocate a building or structure be accompanied by recent photographs of the building/structure, and wherever possible the Development Officer may inspect the building/structure. If the relocated building is not in compliance with the photographs provided the Town may require the building to be removed.
- (e) The design, external finish and architectural appearance of any relocated building/structure shall be similar to and complement the existing structures on the parcels adjacent to the parcel onto which the building/structure is to be located.
- (f) It is the owner's or agent's responsibility to ensure, prior to commencement of construction or demolition, there is no previous damage to any Town infrastructure. If there is existing damage, it shall be reported to the Town before the work commences and verified by Town personnel.
- (g) The property owner or agent shall apply to the Development Officer for the refund of the bond/ deposit.
- (h) The deposit/ performance bond shall be refunded as follows:
 - i. 75% at the completion of all exterior renovations to the satisfaction of the Development Authority; and
 - ii. the final 25% at the completion of final landscaping to the satisfaction of the Development Authority.
 - iii. If no damage has occurred and all conditions are met, the deposit/ bond shall be refunded in full.

- (i) The property owner or agent is responsible to have the deposit/ bond used for the initial and final inspection by the Town.
- (j) If damage has occurred or renovations have not been completed within the time frame determined, the deposit shall be used to cover the cost of completion/ repair and any outstanding amount shall be directed to the property owner.
- (k) If the deposit/ bond is not sufficient to cover the costs of work completed by the Town, or agents of the Town, the additional costs shall be added to the tax roll of the property.
- (l) The deposit/ bond is not transferable to another property or property owner.

Amendment of:

72a. Kennels

The following regulations shall apply to any development permit application for a Kennel:

- (a) A Kennel must be a minimum distance of **150.0 metres** from any adjacent dwelling, which must be measured from the nearest point of the building containing the use to the nearest point of the adjacent dwelling unless the residence is associated with the operation.

As follows:

- (a) A Kennel must be a minimum distance of **300.0 metres** from any adjacent dwelling, which must be measured from the nearest point of the building containing the use to the nearest point of the adjacent dwelling unless the residence is associated with the operation.

Amendment of:

PART III DEVELOPMENT PERMITS

9. Deciding on Development Permit Applications

- (7) (a) The Municipal Planning Commission at its discretion may relax the front, side or rear yard setbacks, site coverage, floor area, or building height in any land use district beyond the standards outlined in the Land Use Bylaw up to 20% if in the opinion of the Municipal Planning Commission the proposed development would not:
 - (i) unduly interfere with the amenities of the neighborhood;
 - (ii) materially interfere with or affect the use, enjoyment or value of the neighboring properties; and

- (iii) the proposed development conforms with the use prescribed for that land or building in this Bylaw;
- (iv) side yards in a residential land use district shall not be less than 1.2m (4 ft.)

As follows:

- (7) (a) The Municipal Planning Commission at its discretion may relax the ***minimum requirements or maximum limits*** ~~front, side or rear yard setbacks, site coverage, floor area, or building height~~ in any land use district beyond the standards outlined in the Land Use Bylaw up to 20% if in the opinion of the Municipal Planning Commission the proposed development would not:
 - (i) unduly interfere with the amenities of the neighborhood;
 - (ii) materially interfere with or affect the use, enjoyment or value of the neighboring properties; and
 - (iii) the proposed development conforms with the use prescribed for that land or building in this Bylaw;
 - (iv) side yards in a residential land use district shall not be less than 1.2m (4 ft.) **unless the proposed development is determined to be consistent with the neighbourhood and appropriate fire rating and building code considerations are provided.**

Deletion of the following in Part III Development Permits

9. Deciding on Development Permit Applications

- (8) The Municipal Planning Commission, at its discretion, may relax the minimum requirement of gross floor area in the R-1, R-1a, R-2, R-3, R-4, and SCR Districts by 20%.

Amendment of:

56. Projection Over Yards

- (b) Side Yards
 - i. Eaves, shade projections, chimneys, may project a distance not exceeding one half of the minimum side yard requirement for the lot;
 - ii. Unenclosed steps and landings shall be at grade to a side entrance and may project onto the entire required side yard. Unenclosed steps and landings above grade shall be at the discretion of the Municipal Planning Commission;

- iii. Residential building with a side entrance requiring a side yard relaxation and/or having projections as described above shall maintain one side yard with no relaxation or projection except for eaves;
- iv. Cantilevers and balconies may project into a sideyard but must maintain a minimum 4 ft. separation from property lines.

(c) Rear Yards

- (i) Eaves, cantilevers, balconies, bay windows, shade projections, chimneys, unenclosed decks and steps may project a maximum of 1.5 m (4.9 ft.) over or onto a required rear yard.

As follows:

(b) Side Yards

- i. Eaves, shade projections, chimneys, **cantilevers** may project a distance not exceeding one half of the minimum side yard requirement for the lot;
- ii. Unenclosed steps and landings shall be at grade to a side entrance and may project onto the entire required side yard. Unenclosed steps and landings above grade shall be at the discretion of the Municipal Planning Commission;
- iii. Residential building with a side entrance requiring a side yard relaxation and/or having projections as described above shall maintain one side yard with no relaxation or projection except for eaves;
- iv. Cantilevers and balconies may project into a sideyard but must maintain a minimum 4 ft. separation from property lines.

(c) Rear Yards

- (i) Eaves, cantilevers, balconies, bay windows, **enclosed decks**, shade projections ~~unenclosed decks and steps~~ may project a maximum of 1.5 m (4.9 ft.) over or onto a required rear yard.
- (ii) ***Unenclosed decks and steps may project a maximum of 50% of the required rear yard where the height is less than 0.61 m (2 ft.) above grade. Decks greater than 0.61 m (2 ft.) above grade shall meet the requirements of (i) above or may be relaxed at the discretion of the M.P.C.***

Deletion of Section 55. Objects Prohibited or Restricted in Yards

4. The addition of the following under Part VII General Land Use Regulations:

84. Bare Land Condominium

- a. An application for a Bare Land Condominium shall include a conceptual scheme or Area Structure Plan to be approved prior to a subdivision or development application;

- b. A Bare Land Condominium shall be considered in accordance with the general regulations and requirements in this bylaw and with the regulations of the applicable land use district such that each Bare Land Condominium Unit is to be treated in the same respect as a lot;
- c. The Subdivision/ Development Authority may relax bylaw standards/ regulations including site coverage and yard/ setback requirements beyond the maximum relaxation requirements in Part III of this bylaw where the relaxations only affect internal bare land condominium boundaries and properties. No relaxations to Land Use District minimum and maximum requirements shall be permitted at the outer boundaries of a Bare Land Condominium project and/ or adjacent to properties not associated with the project; and
- d. Where a Bare Land condominium is served by a private roadway such roadway must allow for safe and efficient movement of emergency vehicles to a standard acceptable to the Infrastructure and Emergency Services Departments.

5. Parking requirements removed from the individual land use districts and added to Section 52 Parking

Additions to parking requirements as follows:

Post-Secondary Education Facility	1 per 3 students based on the maximum number of students anticipated to be at the use at any given time or in accordance with a parking study submitted at the time of the development permit application at the discretion of the development officer.
-----------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

6. Section 81 Sign requirements amended as follows:

2. Free-Standing Signs

- (a) height of the sign does not exceed 9 m (30 ft.) *unless otherwise approved by the Municipal Planning Commission with consideration for distance from residential areas and compatibility with the neighbourhood;*
- (b) the sign does not exceed ~~13.9 m² (150 sq. ft.)~~ **23.2 m² (250 sq. ft.)** in area, unless otherwise approved by the Municipal Planning Commission.

3. Fascia Signs

- (a) the sign does not exceed ~~20%~~ **25%** of the area of the face of the building to which the sign is attached unless otherwise approved by the Municipal Planning Commission.
- (b) ~~the sign does not exceed 13.9 m² (150 sq. ft.) in area unless otherwise approved by the Municipal Planning Commission.~~

Amendment of the following under Section 81 Signs 12. Illuminated Signs:

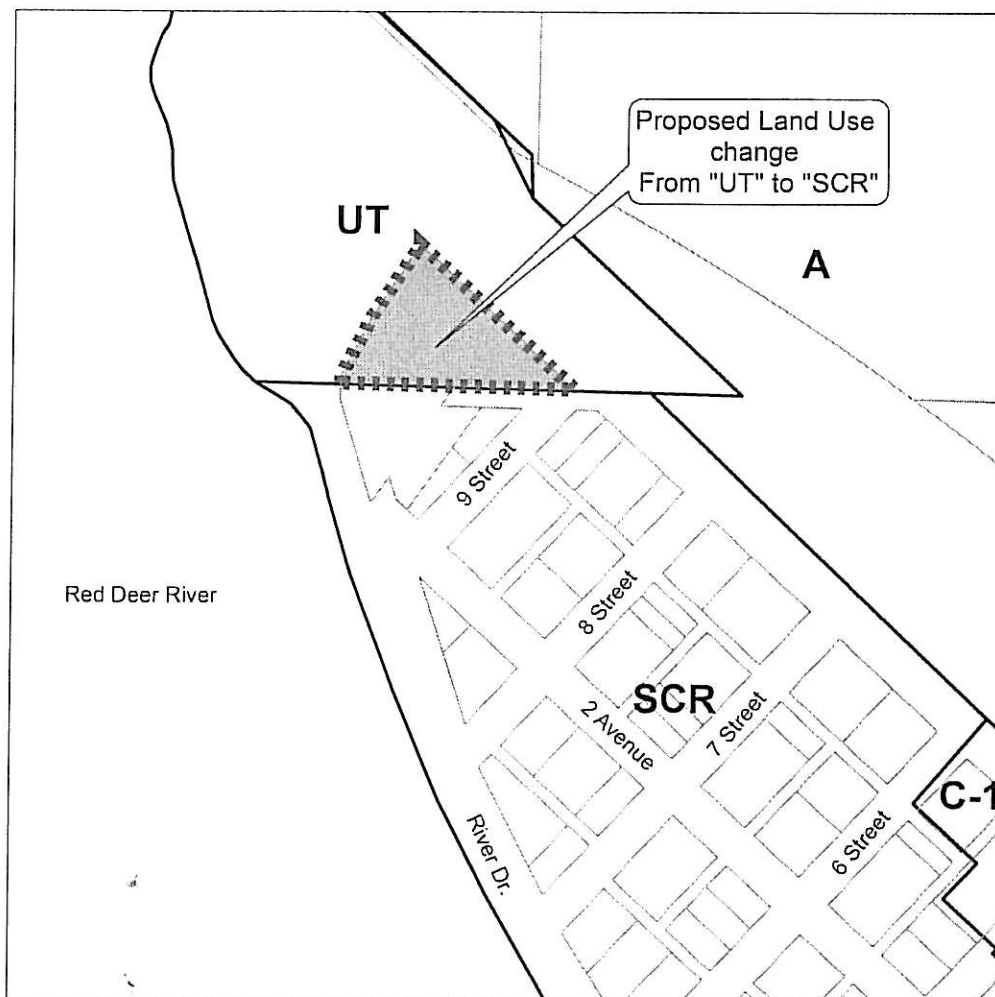
Illuminated is replaced with *Digital* throughout the section.

Addition of:

- (f) For all Digital Sign Applications the Development Officer shall review the application in context with the surrounding development, such as (but not limited to): the architectural theme of the area; any historic designations; the requirements of any Statutory Plan; any streetscape improvements; proximity to residential development; driver decision points; and traffic conflict points. The Development Officer may require application revisions to mitigate the impact of a proposed Sign, and may refuse a permit that adversely impacts the built environment.

7. Amendment of Schedule A, Land Use District Map as follows:

by re-designating the north portion of DESCRIPTIVE PLAN 1210225, BLOCK 6, LOT 7 in the Town of Drumheller (East Coulee) from "UT" – Urban Transitional District to "SCR" – Suburb Community Residential District as shown on the plan below:



...

Agenda Item # 8.1.3

READ A FIRST TIME THIS 17th DAY OF December, 2012

READ A SECOND TIME THIS ____ DAY OF _____, 2012.

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2012.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



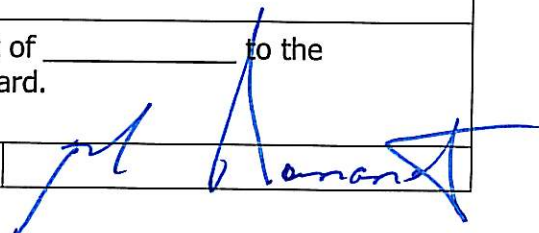
DRUMHELLER

REQUEST FOR DECISION

Agenda Item #8.1.4



Request for Decision

		Date:	December 14, 2012
Topic:	DRUMHELLER HOUSING ADMINISTRATION APPOINTMENT		
Proposal:	The Town of Drumheller's Housing Administration Board has one vacancy. An advertisement was placed in the Drumheller Mail for three weeks. Two applications were received from Philip Wade and Ian Castles. CAO recommended appointment by secret ballot for a term of three year expiring on the date of the 2015 Annual Organizational meeting.		
Proposed by:	Drumheller Housing Administration		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	That Council approve the appointment of _____ to the Drumheller Housing Administration Board.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

2012 Drumheller Housing Authority	Created By: Corinne Macdonald 30/11/2012 9:08 AM	1
-----------------------------------	-----------------------------------------------------	---



DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD

Agenda Item # 8.1.4



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Board applied for Drumheller Housing Authority

Date November 29/2017

Name of Applicant Philip H. Wade

Address [REDACTED] Phone # [REDACTED]

Length of Residency in Town 50+ years

Past Service on Similar Boards Drumheller Housing Board

April 1992 - 1995 March

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

Volunteer - Cancer - Heart +
Stroke - Coach for Baseball - Volleyball
Know the town + area

Philip Wade
Signature of Applicant

Fax back to (403)823-8006

Agenda Item # 8.1.4



DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Board applied for DRUMHELLER HOUSING AUTHORITYDate DEC 5/12Name of Applicant IAN CAISELSAddress [REDACTED] Phone # [REDACTED]Length of Residency in Town 33 YRSPast Service on Similar Boards LOOP-CHAMBER AG SOC
DDNC

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

REMAX REALTOR 10 YRSBANKING IN DRUMHELLER 2 YRS CR UNION 5 YRS
17 YRS 2 YRS

[Signature]
Signature of Applicant

Fax back to (403)823-8006



DRUMHELLER

INFRASTRUCTURE SERVICES

Agenda Item # 8.2.1



Green Team Project Update 2012

1. Urban Systems Landscape Plan and Beautification Project.
 - Introduce Zeroscaping to the community
 - Beautify the entrances to Drumheller, update signage
 - Beautification of the main corridors
2. Christmas Tree Recycling Project
 - Project to commence Dec 31, 2012, ending on January 19, 2013
 - Trees to be delivered by residents to the Landfill, trees will be segregated at the Landfill and chipped, the chipped material will then be utilized by the Town parks department or given to the residents free of charge
 - In order to encourage and promote the recycling of the trees, the Town will offer an incentive with a draw for composters and/or water barrels
 - Facebook will be the media source to promote and advise the residents of the program
3. Green Streets Project
 - Upgrade and beautify the corner lot of 8 th Avenue and 4 th street SW in Bankview.
 - Utilize a matching \$15,000. grant from Green Streets
 - Towns matching contribution to be funded through in kind contributions and the transferring of the composter/water barrel budget to this project
4. Tame Project- Energy Efficient Retrofits
 - Energy efficient retro-fitting of Town Hall, Aquaplex, and the Water Treatment Facility
 - Potential for green house gas emission offsets
 - Energy retrofits to possibly include lighting, heating, and solar power
5. Water Meter Replacement Program
 - Continue with the water meter replacement program
6. Natural Gas Vehicle Introduction
 - Purchase one new natural gas vehicle for the fleet in order to promote alternative energy options
 - Potential to increase the number of natural gas vehicles in the fleet as natural gas outlets become more available
7. Alternative Transportation Options
 - Update and install further signage on the pathways
 - Expand all of the pathways within the Town of Drumheller; bike and walking
 - Promote and encourage residents to carpool, utilize the Valley Bus system and/or the pathways
8. Develop Green Purchasing Policies
 - Corporate Services will investigate the implementation of Green Purchasing Policies
 - True recycling includes closing the loop by purchasing products with recycled content
 - Products to be considered include; however are not limited to; paper, washroom, and cleaning products

9. Street Lighting Upgrade

- Administration will continue to persuade Atco Electric to upgrade all Town street lights to LED lighting

10. Christmas Light Upgrade

- Infrastructure Services will convert all of the Towns Christmas lighting to LED

11. Introduce Electronic A/R & A/P Options

- Corporate Services will introduce on line banking, electronic accounts receivable and account payable options for the residents and commercial sector

12. Summer Ice Review

- Community Services will review the possibility of tightening the timelines on the booking of the Arena in the summer time
- Operating the Arena in the summer is needlessly costly as compressors are required to run excessively



DRUMHELLER

COMMUNITY SERVICES



Destination Marketing Organization – Update

Paul Salvatore, Director – Community Services

December 14, 2012

On Thursday, December 13th the Drumheller Marketing Consortium met for a full-day workshop to discuss the formation of a Destination Marketing Organization (DMO) for tourism operators connected to Drumheller's tourism industry. The Town's Economic Development Officer and I organized and attended this session.

All active members of the Consortium participated (Town of Drumheller, Chamber of Commerce, Royal Tyrrell Museum, Atlas Coal Mine, Canadian Badlands Passion Play and Rosebud Theatre and the Canalta Destination Marketing Fund) – except for the Dinosaur Trail Golf and Country Club – who expressed their support for the process but could not attend due to a scheduling conflict.

Outcomes from the workshop include:

1. Recognition that the Town's Fee for Service Agreement with the Chamber of Commerce could be re-negotiated and funds redirected to the DMO to cover Administrative costs. Funds allocated in support of the Visitor Information Centre would continue to be provided to the Chamber of Commerce under this scenario.
2. Support from the Destination Marketing Fund (DMF) managed by Canalta, that the Town's marketing dollars (committed to the Chamber of Commerce – for marketing) would be re-allocated to cover administrative costs. In return for this exchange of funds, the DFM would match the Town's administrative dollars in equivalent marketing dollars.
3. A commitment from the Consortium members to move forward as the "interim DMO" while the group continues work to define the terms of reference and the most suitable organizational structure which would include hiring of a DMO Administrator in 2013.

The "interim DMO" would like to request an opportunity to present to Council at a Committee of the Whole meeting in mid-late January 2013. The presentation will include reference to the proposed organizational structure and the draft 2013 Budget.

At this time, the "interim DMO" has the momentum to move forward by increasing the level of participation of operators within Drumheller's tourism sector. This increased level of participation will translate into better promotion of Drumheller as a major tourism destination in Alberta.