

Town of Drumheller COUNCIL MEETING AGENDA

**June 13, 2016 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta**



Page

1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

- 2.1 Councillor Sharel Shoff to be sworn in as Deputy Mayor for the months of July and August, 2016
- 2.2 Introduction of Julia Fielding as the new Town of Drumheller Economic Development Officer
- 3-5 2.3 Summer Calendar for Regular Council Meetings
- 6-7 2.4 Letter from Hon. Danielle Larivee re Town of Drumheller MSI 2016 Allocation
- 8 2.5 Letter from Hon. Ricardo Miranda re Concerns about the RTM Sewer System

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

- 9-14 5.1.1 Regular Council Meeting Minutes of May 30, 2016

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

- 15-40 5.2.1 Municipal Planning Commission Meeting Minutes of March 3, 2016
- Municipal Planning Commission Meeting Minutes of March 7, 2016
- Municipal Planning Commission Meeting Minutes of March 17, 2016
- Municipal Planning Commission Meeting Minutes of April 7, 2016

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

- 41-50 8.1.1 Bylaw 13.16 being bylaw to close a portion of undeveloped road re East Coulee Hotel - first reading
- 51-53 8.1.2 RFD (Direction) - Canada 150 Community Infrastructure Program
- 54-57 8.1.3 RFD - Request from DARTS to Transfer Land under the Not for Profit Status
- 58-59 8.1.4 RFD - Sandstone Manor - 2016 Taxes Cancellation

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.4. DIRECTOR OF COMMUNITY SERVICES

- 60 8.4.1 Canada Day Activities

8.5. DIRECTOR OF PROTECTIVE SERVICES

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

- 13.1 Councillor Jay Garbutt - Drumheller Housing Administration Budget (Hunts)

14.0 IN-CAMERA MATTERS

- 14.1 Labour Matter
- 14.2 Personnel Matter



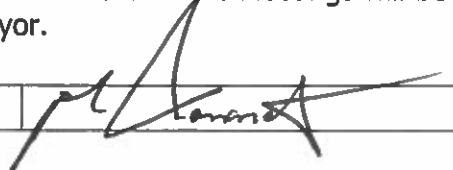
DRUMHELLER

REQUEST FOR DECISION

Agenda Item # 2.3



Request for Decision

		Date:	June 10, 2016
Topic:	COUNCIL SUMMER MEETING SCHEDULE		
Proposal:	It is proposed that during the summer months of July and August – two Regular Council Meetings will be cancelled: July 11, 2016 and August 8, 2016. Regular Council Meetings will be held on July 25, 2016 and August 22, 2016. Committee of the Whole Meetings will be held as required at the call of the Mayor. The normal schedule for Regular Council Meetings will resume on September 6 th .		
Proposed by:	Mayor Terry Yemen		
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:	The Council approve the new summer meeting schedule per attached schedule with the cancellation of two Regular Council Meetings on July 11 th and August 8 th , 2016 and Committee of the Whole Meetings will be held as required at the call of the Mayor.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

council summer schedule2016.doc	Created By: Ray Romanetz	1
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JULY, 2016

SUMMER CALENDAR

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 STATUTORY HOLIDAY	2
3	4	5	6	7	8	9
10	11 4:30 PM COUNCIL MEETING	12	13	14	15	16
17	18	19	20	21	22	23
24	25 4:30 PM COUNCIL MEETING	26	27	28	29	30
31						

Agenda Item # 2.3

Red - Council Meeting cancelled.
Blue - Council Meeting is scheduled.
 Committee Meetings will be called
 by the Mayor.

AUGUST, 2016

SUMMER CALENDAR

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 STATUTORY HOLIDAY	2	3	4	5	6
7	8 4:30 PM COUNCIL MEETING	9	10	11	12	13
14	15	16	17	18	19	20
21	22 4:30 PM COUNCIL MEETING	23	24	25	26	27
28	29	30	31	Agenda Item # 2.3 Red - Council Meeting cancelled. Blue - Council Meeting is scheduled. Committee Meetings will be called by the Mayor.		



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lesser Slave Lake*

Received
JUN 06 2016
Agenda Item # 2.4 LV

cc: RR
BM

AR83362

June 1, 2016

His Worship Terry Yemen
Mayor
Town of Drumheller
224 Centre Street
Drumheller AB T0J 0Y4

Dear Mayor Yemen,

The Alberta Government is committed to making the lives of Albertans better by working with our municipal partners, and we fully appreciate the Municipal Sustainability Initiative (MSI) has been an important program for your community. Through the MSI we continue to provide significant funding for infrastructure while respecting your local priorities. In keeping with that commitment, I am pleased to confirm MSI funding is just over \$1.2 billion in 2016. This includes funding under the MSI capital, operating, and Basic Municipal Transportation Grant components.

Your total 2016 MSI allocation is \$1,917,179, which includes \$1,850,529 in capital funding and \$66,650 in operating funding.

A more detailed breakdown between MSI funding components is provided in Appendix A (attached). MSI funding amounts for all municipalities are also posted on the Municipal Affairs MSI website at municipalaffairs.alberta.ca/msi.

I look forward to our continued partnership as we work to strengthen Alberta communities.

Sincerely,

Hon. Danielle Larivee
Minister of Municipal Affairs

Attachment

cc: Ray Romanetz, Chief Administrative Officer, Town of Drumheller

Appendix A

Town of Drumheller

Municipal Sustainability Initiative (MSI) Funding Break-Down

2016 Capital Funding			2016 Operating Funding	2016 Total MSI Funding
MSI Capital Component	BMTG Component	Sub-Total		
\$1,368,789	\$481,740	\$1,850,529	\$66,650	\$1,917,179

Notes:

- The allocations for the MSI capital component and operating funding are based primarily on 2015 official populations, 2015 education tax requisitions, and 2014 kilometres of local road.
- The allocations for the BMTG component are based on municipal status, with Calgary and Edmonton receiving funding based on litres of road-use gas and diesel fuel sold; the remaining cities and urban service areas receiving funding based on a combination of population and length of primary highways; towns, villages, summer villages, improvement districts and the Townsite of Redwood Meadows receiving funding based on population; and rural municipalities and Metis Settlements receiving funding based on a formula which takes into account kilometres of open road, population, equalized assessment, and terrain.



Office of the Minister
MLA, Calgary-Cross

Received
MAY 30 2016
LV
Agenda Item # 2.5
cc: RR, AK
Council

MAY 25 2016

His Worship Terry Yemen
Mayor
Town of Drumheller
Town Hall
224 Centre Street
Drumheller, AB T0J 0Y4

Dear Mayor Yemen:

Concerns about the Royal Tyrrell Museum of Palaeontology's sewage system have been brought to my attention. I understand that some neighbourhoods in the Town of Drumheller have experienced odour problems, which may be related to effluent discharges from the museum.

Alberta Infrastructure has been investigating the issue in recent years and has taken a number of steps to address these concerns. The department regularly monitors the hydrogen sulphide content in museum effluent and has power flushed the line several times. It has also added bleach into museum effluent prior to its discharge into the municipal sewage system. While the odour problems may have been attributed to the museum's effluent discharges, Alberta Infrastructure is continuing to work with your staff to determine the source of the odours and to take appropriate measures to address them.

I am confident that the collaboration between the Town of Drumheller and the Government of Alberta will be successful in resolving this issue.

Best Regards,


Ricardo Miranda
Minister

P/S Great meeting you in person!

cc: Honourable Brian Mason
Minister of Infrastructure

227 Legislature Building, Edmonton, Alberta T5K 2B6 Canada Telephone 780-422-3559

**Town of Drumheller
COUNCIL MEETING
MINUTES**

May 30, 2016 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

ACTING MAYOR:

Tara McMillan

COUNCIL:

Jay Garbutt

Lisa Hansen-Zacharuk

Patrick Kolafa

Sharel Shoff

Tom Zariski

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Linda Handy

ABSENT:

MAYOR Terry Yemen

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

1.0 CALL TO ORDER

Acting Mayor Tara McMillan called the meeting to order at 4:30 PM.

Acting Mayor McMillan advised that DVSS held a wonderful graduation on May 28th.

Acting Mayor McMillan further advised that the 90th Anniversary Dinner at the Royal Canadian Legion was well attended.

Acting Mayor McMillan announced that the June 6th Council Committee Meeting is cancelled.

2.0 DEPUTY MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2016.90 Garbutt, Shoff 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 May 16, 2016

MO2016.91 Hansen-Zacharuk, Zariski moved to adopt the regular Council Meeting minutes of May 16, 2016 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

Tammi Nygaard - Landfill Operations Manager provided an overview of the 2016 Spring Cleanup Report. She stated that the annual event is normally held the first two weeks of May. She praised the Town Public Works crews who have developed a good system over the years of picking up all the materials. She provided comparisons of the past five years, noting a slight decrease this year compared to other years. The total for 2016 was 191.05 mt compared to the 2015 totals of 197.39 mt and 2014 totals of 269.47 mt. These totals are a combination from the Town crews and H & H Huxted's bins. She explained that during amnesty from April 22 – May 13th, there was a slight increase with the public hauling their own materials to the landfill – a total of 27 mt by the public compared to last year at 24 mt. The 2016 Spring Cleanup had 11 employees working a total of 792. She further advised that three properties had excessively large piles of materials that the Town refused and the owners were required to provide their own delivery of the materials or hire a contractor. She explained that further education on sorting of the various materials is still needed. She concluded by stating that overall the Spring Cleanup was well received and it was a safe and efficient job with the weather cooperating. She stated that Public Works needs to be congratulated for a job well done. In response to a question from Council, T. Nygaard stated that scavenging was not a problem this year.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.2.1 Clarification on RFD - 2016 Street Improvement Program Award

A. Kendrick explained that although the motion to award the 2016 Street Improvement Program at Council's Meeting held on May 16, 2016 was correct, the RFD contained an error that included the award amount with the GST excluded. He clarified that the RFD should have only stated the award amount of \$856,765.00 (GST not included).

8.3. DIRECTOR OF CORPORATE SERVICES

Councillor P. Kolafa declared a conflict of interest and excused himself from deliberations and voting on Agenda Item 8.3.1. He left the meeting at 4:38 PM.

8.3.1 RFD - Newspaper Advertising Award

B. Miller advised that the contract with Inside Drumheller has expired and the Town issued an RFP for the placement of weekly advertising requirements for a term of three years. The Town received two proposals: one from Drumheller Mail and the other from Inside Drumheller; with Inside Drumheller with the lower bid. Although the term of the contract has expired, Inside Drumheller has continued to honour pricing at a rate of \$23,536.76 per year for a ½ page (45 column inches @ 10.058/column inch). She further advised that Inside Drumheller circulates freely to over 4800 compared to the average circulation of the Drumheller Mail at 2,200. Both newspapers offer digital circulation and provide the same cancellation statements. The price for ½ page black and white with Inside Drumheller is \$29,886.48/year plus GST (\$575.74/week). She stated that this rate reflects a 27% increase over the last contract award pricing, far exceeding annual CPI percentages over the past four years. She further stated that currently, Section 606 of the MGA mandates statutory advertising requirements such as borrowing bylaw, notice of public hearings, etc. or mailed to every residence however Bill 20 (MGA Amendment Act) proposes to amend Section 606 to include publishing on the municipality's website. She advised that the Town's 2016 adopted budget is \$33,075. She further advised that she wished to alter the recommendation on the RFD to eliminate the words "to begin enhancing the dinosaurvalley.com website to allow the accommodation of the weekly Town page and begin marketing the new location" to be changed to "to begin marketing the Town's website".

MO2016.92 Garbutt, Zariski moved to award the contract to Inside Drumheller at an annual rate of \$29,886.48 plus GST for 2016, with 2% increase in 2017 and 1% increase in 2018, with direction to Administration to begin marketing the Town's website in preparation of Bill 20 proclamation.

Clarification on Motion:

Councillor T. Zariski disagreed that the Town's advertising should be solely on the Town's website as a lot of people still read the printed copy (newsprint). He questioned the rationale for a significant increase. B. Miller stated that there is no rationale in the proposal for the increase. J. Garbutt stated that more opportunities for getting the Town's information out to the public are important and that the free circulation to all mailboxes in Drumheller through Inside Drumheller is phenomenal. He further stated that until we can fix all our website problems, the Town needs to use all methods of getting the information out to the public. He further stated that his math shows 22% over the 3 years (approximately 5% per year) and in business, nothing reflects the CPI costs (for example food) and as such, weight should not be placed on the fact that the advertising costs are more. He further stated that the proposal costs came in under the Town's budget.

Vote on Motion: Carried unanimously.

Councillor P. Kolafa returned to the table at 4:49 PM.

8.3.2 MGA Amendments Review

B. Miller provided a summary of information on the MGA Amendments given at a recent session at the Local Municipal Administrators' Conference in Kananaskis. She stated that the MGA review began in 2012 included eight key themes as follows:

- 1) Provincial and municipal relations
- 2) Accountability and Transparency
- 3) Governance
- 4) Viability
- 5) Regional Decision Making
- 6) Revenue
- 7) Property Assessment and Taxation
- 8) Managing Growth.

She further advised that Bill 20 (MGA Amendment Act) was passed on March 30, 2015. At that time, the Bill addressed an emergent issue, being the offsite levy amendment to provide clarity as a result of a court decision out of the City of Edmonton as well as sections on Civic Charters for Edmonton and Calgary. Both amendments came into force at the same time.

She further advised that the balance of the amendments included in Bill 20 contains items which stakeholders reached consensus. Bill 20, although royal ascent was given, does not come into force until proclamation.

She provided an overview of the highlights of Bill 20 where action is required by the municipalities:

- 1) By bylaw, a code of conduct for elected officials;

- 2) Duty of CAO to include a clause requiring the CAO to distribute information to full Council;
- 3) Public presence at council meetings (not every meeting will be defined as a council meeting as is the case now);
- 4) Public participation policy to be developed;
- 5) Protection of personal information;
- 6) Requirement for 3 and 5 year capital plans; and
- 7) Requirement for trained Clerk for SDAB as well as minimum qualifications for the SDAB members.

She further advised that Bill 20 would allow the Town to advertise on the Town's website and modify petitioning requirements.

A new vision for the MGA is based on three pillars:

- 1) Enhanced partnership relationship with municipalities in providing effective and responsive governance to Albertans;
- 2) Strengthened accountability mechanisms to allow Albertans to hold their local governments accountable; and
- 3) A shift away from competition to collaboration, with new tools to ensure that municipalities work with their neighbouring communities.

She further advised that final round of amendments to be introduced to the legislature on May 31st. The proposed amendments will be posted on the Municipal Affairs website, discussion tours will be held seeking input and following the discussion tours, the Bill will be re-introduced. It is proposed that passing of the Bill and all regulations will be completed by fall of 2017 prior to the next municipal election.

She further advised that municipalities should not attempt to spend time drafting code of conducts because we need the regulations to guide us.

Councillor J. Garbutt stated that there is no change on how we exist and the authorities granted to municipalities as well as no change in the language about taxation. He further stated that there is no change in the provincial / municipal relationship. Councillor P. Kolafa asked how much more work on developing a 3 year and 5 year capital plan. B. Miller advised that because the Town is already on a three year cycle she did not feel it would be a big change.

8.4. DIRECTOR OF COMMUNITY SERVICES

8.5. DIRECTOR OF PROTECTIVE SERVICES

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

- 13.1 Deputy Mayor Tara McMillan
Appointment to the Drumheller Community Learning Society Board
Appointment to Campus Alberta Central Steering Committee

Deputy Mayor T. McMillan advised that with her reduction in appointments to Committees, she would like to be appointed to two new Boards: Drumheller Community Learning Society and Campus Alberta Central Steering Committee. Council asked for a delegation from these two boards or for an executive summary explaining their mandate as well as their terms of reference / society bylaws prior to a decision being made on a Council appointment. The matter was tabled for more information.

14.0 IN-CAMERA MATTERS

There being no further business, the Deputy Mayor adjourned the meeting at 5:06 PM.

Chief Administrative Officer

Mayor



**Municipal Planning Commission
MINUTES
Meeting of Thursday March 3, 2016**

Present: Paul Salvatore, Director of Community Services – arrived 12:12pm
Tom Zariski, Councillor/Member
Julie Steeper, Development Officer
Linda Taylor, Recording Secretary
Shawn Francis, Chairperson
Stacey Gallagher, Member
Scott Kuntz, Member – arrived 12:12pm – exited at 1:31pm
Clayton Gillis, Member
Cynthia Cvik - Palliser Regional Municipal Services Representative

Absent: Sharel Shoff, Councillor/Member - regrets
Sharon Clark, Vice Chairperson - regrets

1.0 CALL TO ORDER – 12:06 pm

S. Francis presented the Agenda for March 3, 2016 meeting.

1.1 Agenda – Additions or Deletions

No addition or deletions

1.2 Acceptance of Agenda

Motion: S. Gallagher moved to accept the agenda of March 3, 2016 as presented.

Second: – C. Gillis. Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 February 4, 2016

Motion: C. Gillis moved to accept the minutes of February 4, 2016 with corrections to wording as requested.

Second: – S. Gallagher. Carried

2.2 February 18, 2016

Motion: T. Zariski moved to accept the minutes of February 18, 2016.

Second: – C. Gillis. Carried



3.0 DEVELOPMENT PERMITS

3.1 T00006-16D – Norah & Robert Hamilton – Bed & Breakfast

J. Steeper presented Development Permit T00006-16D submitted by Norah & Robert Hamilton for a Bed & Breakfast located at 880 2 Avenue West, Drumheller on Plan 2193CC; Block 45; Lot 2. Zoning is "R-1A" Residential District. A Bed & Breakfast is a discretionary use in this district.

J. Steeper advised this application was previously reviewed at the February 4, 2016 meeting; the motion was to table the application for more detailed information on parking, such as a parking plan to meet the parking standards. The measurements and drawing of the existing parking location was submitted; showing 160 square feet of space. The applicant proposed a valet type parking, where the guests leave vehicle keys for the owners to get their vehicle for them.

Municipal Planning Commission members discussed the application. Items of discussion were; parking and accessibility of the vehicles.

Motion: S. Gallagher moved to approve Development Permit T00006-16D submitted by Norah & Robert Hamilton for a Bed & Breakfast located at 880 2 Avenue West, Drumheller on Plan 2193CC; Block 45; Lot 2, subject to the following conditions;

1. Must conform to the Town of Drumheller Land Use Bylaw 10-08.
2. Must conform to the Town of Drumheller Community Standards Bylaw (16-10).
3. Annual Business License is required.
4. There shall be no outside storage of materials, commodities or finished products.
5. Placement/replacement of signage must be made under separate development application.
6. If the holder of the permit wishes to make any change in the conduct of the business, or location 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.
7. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
8. Development to conform and meet the requirements of the Regional Fire and Health Authority. A copy of the reports to be submitted to the Town of Drumheller.
9. Home Occupations shall be revocable at any time, if the use is or has become detrimental to the amenities of the neighborhood.
10. Must conform to the Town of Drumheller parking bylaw. One off-street parking stall per guest room to be provided and clearly defined.
11. A commercial vehicle shall be subject to approval, and shall not be detrimental to the residential character of the neighborhood
12. Permit expires December 31, 2016

Second: C. Gillis. – Carried



3.2 T00012-16D – Bidell Gas Compression – M-1 Occupancy

J. Steeper presented Development Permit T00012-16D submitted by Bidell Gas Compression for occupancy of building space located at 1111 South Railway Avenue, Drumheller on Plan 7611210; Block 1; Lot 15 & 16. Zoning is "M-1" Light Industrial District. Equipment and machinery sales and repair services are discretionary uses in this district.

J. Steeper advised the application was received on February 19, 2016 for occupancy of building space, in Bay A. This building has plenty of parking in the rear and at the front of the building.

Municipal Planning Commission members discussed the application

Motion: C. Gillis moved to approve Development Permit T00012-16D submitted by Bidell Gas Compression for occupancy of building space located at 1111 South Railway Avenue, Drumheller on Plan 7611210; Block 1; Lot 15 & 16, subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw (16-10).
3. All necessary permits (building, electrical, plumbing, etc) to be in place prior to any construction/installations.
4. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
5. Development to conform and meet the requirements of the Regional Fire and Health Authority. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire and Health Authority that the building is suitable for such purposes.
6. Applicant to ensure authorization from the property owner is obtained prior to any renovation/modification.
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 made under separate application prior to placement.
9. Applicant to ensure any/all modifications to water/sewer services to the satisfaction of the Town of Drumheller. Please contact Utilities Manager at 403-823-1330 for approval and specifications.
10. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
11. 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.
12. Annual Business License is required.

Second: S. Gallagher. – Carried



4.0 PALLISER REGIONAL MUNICIPAL SERVICES

4.1 Land Use Bylaw Amendment - Habitat for Humanity – 80-2016-Z003

Purpose:

The purpose of Bylaw 07.16 is to re-designate two (2) lots from the existing R-1a zoning to R-2. The subject properties are located at 102 Poplar Street, between Grove Avenue and Highway 838 (North Dinosaur Trail), and are legally described as Lots 13 and 14, Block 2, Plan 4317 CQ.

Statutory and Non-Statutory Documents to Consider:

The MDP:

- Supports infill development, which will utilize existing infrastructure to its fullest extent possible.
- Encourages the provision of a variety of housing types which can accommodate a diverse range of age groups and lifestyles.
- Advocates maintaining and enhancing the quality of residential development in the community.

LUB 10-08 R-2 District:

- Provides for the development (or redevelopment), of single and two unit dwellings as permitted uses.
 - The minimum lot area requirement for the R-2 zone is 325 m², (3500sq. ft.) for each semi-detached unit. The existing lots meet the minimum criteria.
 - The minimum lot width for R-2 lots for the development of semi-detached dwellings is 7.6 m (25 ft.). The existing lots have a combined width of 20.11 m (65.97 ft.) at the front property line.

Municipal Sustainability Plan:

Environmental, Economic and Social Pillars

- Infill housing is specifically supported in the 2010 Municipal Sustainability Plan as a viable means of making the most efficient use of existing services and infrastructure. The document also advocates maintaining a broad range of housing options which will be available throughout the community for both existing and future residents.
- Being a "...friendly, proud, inclusive and vibrant community...", is identified as one of the measures of success within the hallmarks of social sustainability. The inclusion of socially responsible housing which will be constructed by not only the future residents, but with the time, money and efforts of community minded individuals and businesses epitomises a just, social, community-minded undertaking.

Referral Agencies:

- The proposal was circulated to eight (8) referral agencies for their input and comments. No concerns were received on the rezoning proposal; however, it should be noted that through circulation of the original subdivision proposal, (separation of title), it was determined that Lot 13 will require the construction of new water and sewer connection services.



Municipal Planning Commission (MPC):

- The proposed rezoning, as well as Subdivision Application No. 80/134 (2014-046) will be reviewed by the MPC at their meeting of March 3, 2016.

Discussion:

The proposed rezoning of the property will support the future development of a two-unit, semi-detached dwelling. The proposal will not increase density of development in the neighbourhood.

The current structures on the lots, (which is currently developed as only one parcel), are proposed to be removed should the rezoning be successful. These include a house, garage and wooden shed. It should be noted that this will rectify the existing non-conforming situation in the northeast portion of the site, where the garage eaves currently encroach over the property line into the adjacent Lot 15, to the north of the subject property.

A subdivision application was conditionally approved in January of 2015, to create a separate title for the two existing lots. The conditions attached to the approval are as follows:

1. Registration of the subdivision by means suitable to the Registrar of the Land Titles Office;
2. All outstanding taxes to be paid to the municipality;
3. Satisfactory arrangements to be made with the municipality for the provision of services, at the cost of the developer;
4. Concurrent registration of utility easements and rights-of-way as required by relevant authorities; and
5. Applicant/owner to provide a Real Property Report (RPR) or Surveyor Sketch to ensure that any existing structures of other developments are not encroaching on any property lines and to ensure required minimum setbacks.

(Note: At the time of the original subdivision application, Habitat for Humanity was only going to own and develop one lot, which is why the separation of title was necessary. Now that both lots are under application for rezoning and eventual development permit, this condition is no longer valid as the proponents will be removing all structures from both properties.)

First reading of Bylaw 07.16 occurred on February 22, 2016.

Recommendation:

Bylaw 07.16, the proposed rezoning of Lots 13 and 14, Block 2, Plan 4317 CQ from R-1a to R-2, is in keeping with Drumheller's statutory and non-statutory documents; therefore, it is recommended that the proposal as presented be granted second and third readings.

Municipal Planning Commission endorses the recommendation of Palliser Regional Municipal Services.

4.2 Subdivision Report – St. Anthony's - 80/139

AGENDA: March 3, 2016

MUNICIPALITY: Town of Drumheller

FILE No. 80/139 **PRMS No.** 2016-002 **PROPOSAL:** Residential

LOCATION: Located in East Drumheller on the former site of the Saint Anthony School between 6th and 7th Avenues East and west of 14th Street East.



DRUMHELLER

COMMUNITY SERVICES



Agenda Item # 5.2.1

LEGAL DESCRIPTION: Lot 4, Block 2, Plan 131 0788
NW 1/4 Sec.01 - Twp. 29 - Rge 20 W4M

APPLICANT: Bill Hunter Hunter Survey Systems Ltd.

OWNERS: Electra Holdings Ltd.

TITLE AREA: 2.55 ac. (1.03 ha.)

PROPOSED	Proposed Lot 5	5,996.5 sq. ft. (557.09 m ²)	
SUBDIVISION AREA:	Proposed Lot 6	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 7	5,419.1 sq. ft. (503.5 m ²)	
	Proposed Lot 8	6,349.3 sq. ft. (589.9 m ²)	
	Proposed Lot 9	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 10	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 11	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 12	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 13	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 14	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 15	6,393.9 sq. ft. (594.0 m ²)	
	Proposed Lot 16	5,635.0 sq. ft. (523.5 m ²)	
	Proposed Lot 17	5,526.4 sq. ft. (513.4 m ²)	
	Proposed Lot 18	6,036.8 sq. ft. (560.8 m ²)	
	<u>Proposed Lot 19MR</u>	<u>12,709.3 sq. ft. (1,180.7 m²)</u>	<u>0.292 ac. (0.118 ha.)</u>
	Total	91,866.3 sq. ft. (8,534.38 m²)	
	Proposed Laneways	8,148.2 sq. ft. (757.0 m ²)	0.187 ac. (0.076 ha.)

NUMBER OF PROPOSED PARCELS: fourteen (14) plus 1 MR parcel

EXISTING USE: Vacant – former athletic school grounds

PROPOSED USE: Residential

LAND USE CLASSIFICATION: "CS" – Community Service District and currently the subject of a re-classification to "R-1" – Residential District

RESERVE STATUS: May Be Required [Section 661(b) of the Municipal Government Act].

Developable Land	2.55 acres (1.03ha)
Less: Environmental Reserve	0.00 acres (0.00 ha)
Less: Roads	0.187 acres (0.076 ha)
Possible Reserve Dedication (10%)	2.363 acres (0.954 ha.)
10% =	0.236 acres (0.0954 ha.)

The applicant/owner has made provision for a Municipal Reserve (MR) Lot located within the development site. This municipal reserve Lot is to be 12,709.3 sq. ft. (1,180.7 m²) or 0.292 ac. (0.118 ha.) in size and will come a bit short in the total amount of the reserve being owed. As this reserve amount comes up a bit short, it is recommended that the balance of the reserve owed should be paid as cash-in-lieu.

APPEAL STATUS: Provincial (Proximity to a Highway 10 and a named water body being the red Deer River [Municipal Government Act, RSA 2000 Section 678(2)(a)]). Deferred by Alberta Transportation to the municipal level



DRUMHELLER

COMMUNITY SERVICES



Agenda Item # 5.2.1

The Secretary
Subdivision & Development Appeal Board
Town of Drumheller
703 – 2nd Avenue W
Drumheller, Alberta
T0J 0Y3

AGENDA: March 3, 2016

MUNICIPALITY: Town of Drumheller

FILE No. 80/139 PRMS No. 2016-002 **PROPOSAL:** Residential

LOCATION: Located in East Drumheller on the former site of the Saint Anthony School between 6th and 7th Avenues East and west of 14th Street East.

LEGAL DESCRIPTION: Lot 4, Block 2, Plan 131 0788
NW 1/4 Sec.01 - Twp. 29 - Rge 20 W4M

APPLICANT: Bill Hunter Hunter Survey Systems Ltd.

OWNERS: Electra Holdings Ltd.

TITLE AREA: 2.55 ac. (1.03 ha.)

PROPOSED	Proposed Lot 5	5,996.5 sq. ft. (557.09 m ²)	
SUBDIVISION AREA:	Proposed Lot 6	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 7	5,419.1 sq. ft. (503.5 m ²)	
	Proposed Lot 8	6,349.3 sq. ft. (589.9 m ²)	
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	Proposed Lot 10	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 11	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 12	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 13	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 14	5,400.0 sq. ft. (501.7 m ²)	
	Proposed Lot 15	6,393.9 sq. ft. (594.0 m ²)	
	Proposed Lot 16	5,635.0 sq. ft. (523.5 m ²)	
	Proposed Lot 17	5,526.4 sq. ft. (513.4 m ²)	
	Proposed Lot 18	6,036.8 sq. ft. (560.8 m ²)	
	<u>Proposed Lot 19MR</u>	<u>12,709.3 sq. ft. (1,180.7 m²)</u>	<u>0.292 ac. (0.118 ha.)</u>
	Total	91,866.3 sq. ft. (8,534.38 m²)	
	Proposed Laneways	8,148.2 sq. ft. (757.0 m ²)	0.187 ac. (0.076 ha.)

NUMBER OF PROPOSED PARCELS: fourteen (14) plus 1 MR parcel

EXISTING USE: Vacant – former athletic school grounds

PROPOSED USE: Residential

LAND USE CLASSIFICATION: "CS" – Community Service District and currently the subject of a re-classification to "R-1" – Residential District



DRUMHELLER

COMMUNITY SERVICES



Agenda Item # 5.2.1

RESERVE STATUS:	May Be Required [Section 661(b) of the Municipal Government Act].		
	Developable Land	2.55 acres (1.03ha)	
	Less: Environmental Reserve	0.00 acres (0.00 ha)	
	Less: Roads	0.187 acres (0.076 ha)	
	Possible Reserve Dedication (10%)	2.363 acres (0.954 ha.)	
	10% =	0.236 acres (0.0954 ha.)	

The applicant/owner has made provision for a Municipal Reserve (MR) Lot located within the development site. This municipal reserve Lot is to be 12,709.3 sq. ft. (1,180.7 m²) or 0.292 ac. (0.118 ha.) in size and will come a bit short in the total amount of the reserve being owed. As this reserve amount comes up a bit short, it is recommended that the balance of the reserve owed should be paid as cash-in-lieu.

APPEAL STATUS: Provincial (Proximity to a Highway 10 and a named water body being the red Deer River [Municipal Government Act, RSA 2000 Section 678(2)(a)]). Deferred by Alberta Transportation to the municipal level

The Secretary
Subdivision & Development Appeal Board
Town of Drumheller
703 – 2nd Avenue W
Drumheller, Alberta
T0J 0Y3

that time there was much opposition from surrounding land owners with concerns that the vacant land would be redeveloped as high density, multi-family developments.

Proposed Area Features: As mentioned in the ASP the major consideration of this proposed development has to be that of making the development compatible with the existing adjacent single family residential development in place to the extent possible. The adjacent subdivisions are single family homes with detached garages usually with access from the rear lane and were developed during 1955-1965. The lots were created when subdivision and transfer regulations required a lot width to be a minimum of 50 ft (15m). The ASP indicates that there is no underground mining with respect to the immediate area and that the subject area lies outside the current 1:100 year regulated flood risk fringe as defined by Alberta Environment.

Surrounding Area Features: The affected parcel is surrounded on three sides by an "R-1" – Residential District consisting of low density residential development in the form of single-detached housing. The Red Deer River lies about 650 feet (200 m) to the north while the discontinued Canadian National Railway line, with its extra widening for a railway yard, lies across 7th Avenue East to the south. The rail line has recently been removed and this strip of land has potential for residential development should the railway ever consider disposing of the right-of-way.

The area to the north is fully developed into single family dwellings with laneway in the rear of the lots. The garages are mostly detached, with the subdivision being created in 1962 and lot frontages of 55 feet.

The old St. Anthony's School building occupies most of the Lot to the west. This is a single story brick building (with 2-storey gymnasium) constructed in the 1960's and recently occupied by Hope College however is now vacant. Consideration has been given to the proposed use of this site should it become vacant. It is the case it would appear reasonable to have this land re-classified to Single Family residential and a similar design that is being proposed for adjacent Lot 4. Beyond the College to the west is a 1955 subdivision with 50 ft wide lots, detached garages and single family residential classification.

To the east across 14th Street is a fully developed single family area with lot frontages of 52 feet and rear lane. The 1955 subdivision is "R-1" with garages that are detached and access to the lane.

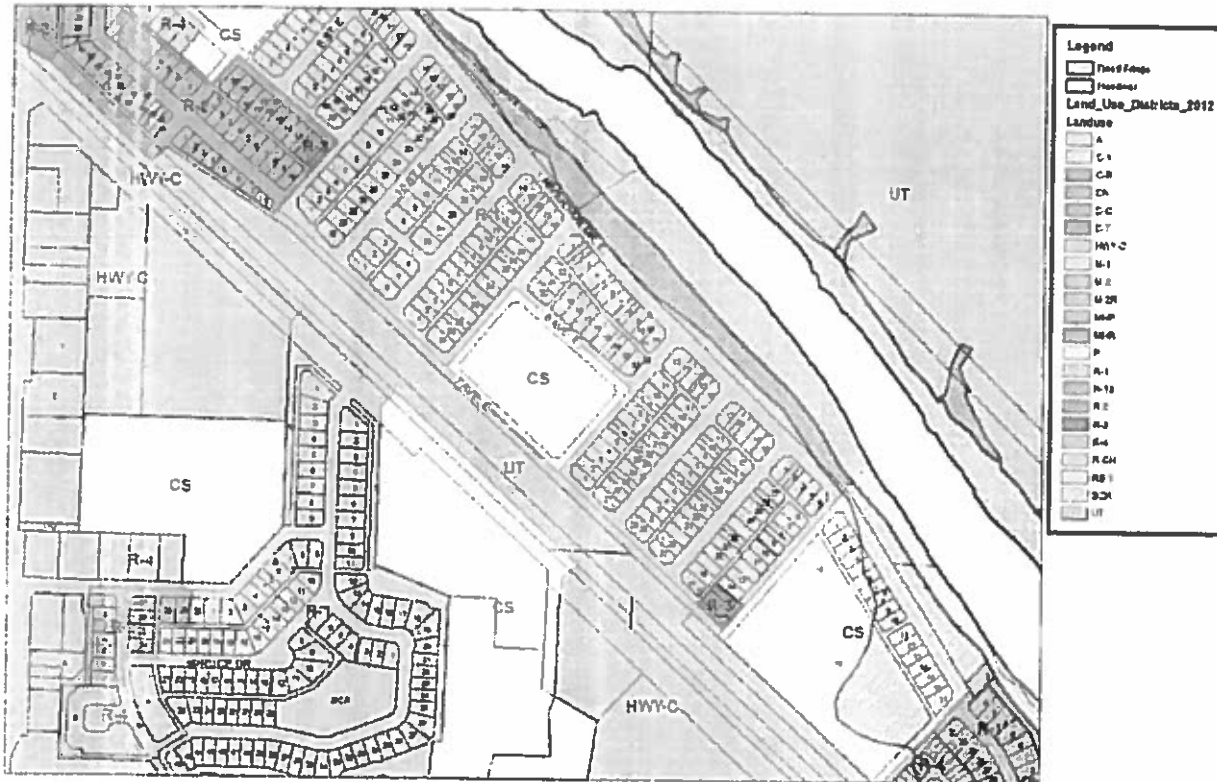
Soil Classification: N/A

Access: Legal access to all parcels is via the local street network. Proposed Lots 5, 6 and 7 will front onto 6th Avenue East and Lots 16, 17 and 18 will face southward and front onto 7th Avenue East. The remaining proposed Lots (Lots 9 to 15) will face easterly and front onto existing 14th Street East. All of the proposed lots will have a 6.1 metre (20 ft.) wide laneway at the rear of the properties and this laneway will border the proposed Municipal Reserve on all four sides. A 6.1 metre (20 ft.)



pedestrian walkway is to be located between proposed Lots 12 and 13, connecting 14th Street E. to the proposed laneway and MR located within the interior of the subject area.

Land Use Considerations: Within the current Town of Drumheller Land Use Bylaw 10-08 this property is currently zoned as "P" = "CF" Community Service District. This area is also the subject of the Previous St. Anthony's School Site – East Drumheller District Area Structure Plan (ASP). As part of this ASP and moving forward with the subdivision and development of this property this area, Lot 4, Block 2, Plan 131 0788, is to be re-classified to "R-1" – Single Family Residential District.



PART VI – LAND USE DISTRICTS

The following is the land use district to which the subject property is to be reclassified to.

AREA STRUCTURE PLAN (ASP)

Previous St. Anthony's School Site East Drumheller District

The ASP was prepared in December 2015 to examine the development potential of a former School site by studying the history, existing development and the land uses of the surrounding neighbourhood with the intent to the best, orderly economical and beneficial long term use of the property.

Prior to any further subdivision of this property into lots, land use district amendments or development, a concept plan/ ASP was to be required in accordance with the Town of Drumheller Municipal Development Plan (MDP) to provide a planning framework and public consultation to determine the future land use potential of the site.

7.0 SITE DESIGN:

After due consideration and to be compatible with the surrounding existing development; all proposed lots are facing the front existing houses. Similarly lanes are proposed to allow for detached lane entry garages, attached lane entry garages or front drive attached garages.



7.1 LOT SIZES:

Proposed lots are a minimum of 45 feet in width and a 120 foot depth resulting in a minimum lot size of 5,400 sq. ft. Street corner lots are made larger to provide for additional side yard widths required on corner lots.

7.4 WALKWAYS:

Walkways are provided to allow access between 6th and 7th Avenues and to the Municipal Reserve.

9.0 SUMMARY:

In view of our findings and after giving due consideration to the character of the adjacent residential development in this area; we believe this proposed subdivision and development have captured the best long term use of this property.

Town of Drumheller Municipal Development Plan Bylaw No. 11-08

4.2. AREA PLANNING DOCUMENTS

4.2.1. OBJECTIVES

To provide transparency and future direction within specific areas of the community where applications may be more complex;
To define the differences between an Area Concept Plan and Area Structure Plan and the intentions of the various documents.

4.2.2. POLICIES

For more complex applications as determined by Planning staff and Council an Area Structure Plan or Area Concept Plan may be required.

- Number of parcels proposed
- Potential for future development subsequent to the proposal
- Nature of the proposed land use and potential environmental constraints or effects
- Nature of the proposed land use and potential land use conflicts with adjacent land uses
- Requirements for infrastructure and servicing
- Presence of nuisance factors
- Previous land uses that may conflict with the application

An *Area Structure Plan* is to be used to display a specific area within the municipality and the land use context and specific plans that display the intentions of the application including, but not limited to:

- The sequence of development proposed for the area
- The land uses proposed for the area, either generally or with respect to specific parts of the area
- The density of population proposed for the area either generally or with respect to specific parts of the area, and
- The general location of major transportation routes and public utilities; and
- May contain any other matters the council considers necessary such as engineering reports, environmental site assessments, servicing and infrastructure plans, stormwater management plans, traffic impact assessment and any other matters that are deemed necessary

6.0 RESIDENTIAL LAND USE

6.1. URBAN RESIDENTIAL DEVELOPMENT

6.1.1. Objectives

To promote infill residential development within existing urban neighbourhoods

To ensure that residential development or redevelopment utilizes the capacity of existing infrastructure and public facilities

To minimize the cost of services associated with new residential development, such as utility lines, garbage collection, police and fire protection, street cleaning and snow removal

To ensure that changes in residential demand and housing type preference can be accommodated, recognizing the various age groups, life-styles, income groups and average household size within the Valley

To establish the most suitable areas for new residential development

To identify and protect long-term residential growth areas to ensure an adequate supply of land for development

To ensure that new residential development takes place in an orderly and economical manner

To maintain and enhance the quality of existing and new residential areas in the Town of Drumheller



6.1.2. Policies

The Town should adopt Area Redevelopment Plans for areas of the Town in residential transition and areas undergoing major redevelopment. Areas may be identified according to the following criteria:

- Municipal services are in place and there is excess capacity to accommodate further development or a more intensified land use
- The area is scheduled for major capital improvements to utility investment
- The area is suitable for redevelopment with minimal capital investment

The Town should adopt Area Structure Plans for new residential development areas, providing detailed policies for the proposed development and subdivision design in undeveloped areas in accordance with Section 4.2 Specific land use classifications should not be assigned in development areas until ASP have been adopted.

The Town should encourage the development of vacant lots where services are available within existing residential neighbourhoods prior to expansion onto undeveloped land.

The Town should ensure that new residential development areas are reasonably contiguous to existing developed areas to allow for the prompt and cost effective provisions of municipal services and facilities.

Residential developments shall be sequenced to utilize those areas with excess servicing capacity first, followed by those areas where roads and services can be extended economically.

The Town shall encourage the development of a mixture of housing types within the Land Use Bylaw, while recognizing the preference for single-detached dwellings. These housing types should include semi-detached dwellings, multi-unit dwellings and manufactured home subdivisions.

The possible increase in demand for adequate senior citizen housing and services in the Town shall be considered and appropriate locations planned for as required.

In order to improve the quality of residential areas, consideration should be given to maximizing open space, achieving a pleasant architectural appearance and siting for the best use of light, air, access, openness and privacy.

The Town shall monitor housing demands and estimate housing demands on a regular basis to guide decisions for the servicing of future development areas.

Future development of manufactured homes will be accommodated through manufactured home subdivisions, if provided for in an ASP and through the expansion of designated manufactured home residential areas. Manufactured home development shall be located in small clusters in accordance with criteria identified in the Town's Land Use Bylaw. The siting of individual manufactured homes within other residential districts may be accommodated, subject to specific development standards as set out in the Land Use Bylaw.

The development of new residential sites shall be located in accordance with the Future Land Use Maps, as shown as Figure 2

Title Encumbrances: There was a deferred reserve caveat (Registration Number: 131 067 685) placed on the parcel on Feb 25, 2013 as part of the subdivision application to create Lots 3 and 4, Block 2, Plan 131 0788 (File No. 80/110; PRMS # 2010-043).

Sewage and Water System Details: municipal services are available.

STAFF RECOMMENDATIONS:

That the application be approved, subject to the following conditions:

- (1) Registration of the subdivision by means suitable to the Registrar of the Land Titles Office, [Section 81 and 89 of the Land Titles Act];
- (2) All outstanding taxes to be paid to the municipality, [Section 654 (1)(d) of the Municipal Government Act];



DRUMHELLER

COMMUNITY SERVICES



Agenda Item # 5.2.1

- (3) Satisfactory arrangement to be made with the municipality for the provision of services, at the cost of the developer, [Section 655 of the Municipal Government Act].
- (4) Concurrent registration of utility easements and right-of-ways as required by relevant authorities [Section 654(1)(a) of the Municipal Government Act].
- (5) Payment of Cash-In-Lieu for the remaining portion of Municipal Reserve, not included as Proposed Lot 19MR, and according to [Section 661(b) of the Municipal Government Act] in the cash equivalent of the appraised value of 10% of the developable land area as determined by an independent market value appraisal with the actual land area to be determined by the final survey [Section 667 (1) of the Municipal Government Act];
- (6) Reclassification of Lot 4, Block 2, Plan 131 0788 from "CF" – Community Service District to "R-1" – Single Family Residential District by adoption of the "Previous St. Anthony's School Site – East Drumheller District Area Structure Plan" [Section 654(1)(b) of the Municipal Government Act];

Municipal Planning Commission endorses the recommendation of Palliser Regional Municipal Services.

5.0 OTHER DISCUSSION ITEMS

5.1 Craig Burrows-Johnson – Disc Golf Course

J. Steeper informed the Municipal Planning Commission the circulation for the disc golf course has been sent out. Responses are coming in; 10-12 objections have been received along with 7 letters of support. It is believed that there are misconceptions as to what the development permit is actually for. An open house at the Newcastle area is being looked into, so a demonstration of the sport can be seen. The area is zoned for recreational use, and disc golf is a recreational sport. The area has picnic tables, boat launch, ball diamonds and wild life. Woodland and walking trails are part of this natural area. The sport would not involve cutting of any vegetation and would use the existing trails. Members discussed relocation possibilities in this same area.

5.2 Updates

Zip Line, application not yet complete or approved.

6.0 Adjournment – Meeting adjourned by S. Francis at 1:39 pm.

Chairperson

Development Officer

Attachments:

Agenda – March 3, 2016



Municipal Planning Commission MINUTES

Online Review of Application Monday March 7, 2016

Respondants;

Tom Zariski, Councillor/Member
Sharel Shoff, Councillor/Member
Julie Steeper, Development Officer
Linda Taylor, Recording Secretary
Shawn Francis, Chairperson
Sharon Clark, Vice Chairperson
Stacey Gallagher, Member
Clayton Gillis, Member
Scott Kuntz, Member
Cynthia Cvik, Palliser Regional Municipal Services Representative

1.0 ON LINE REVIEW OF APPLICATION – March 7, 2016 11:53 am

This application is for Development Permit T00014-16D submitted by Stevenson Homes for new construction home located at 173 10 Avenue SE, Drumheller on Plan 1010522; Block 6; Lot 28. Zoning is R-1. Dwelling – Single detached is a permitted use in this district.

Julie Steeper advises, in this district site coverage allowed is 30%. This dwelling covers 34% of the site, this is 1% more than the development officer can approve. The Municipal Planning Commission can approve a variance to site coverage of up to 36%.

Julie is requesting MPC approval via email.

2.0 DEVELOPMENT PERMIT

Development Permit T00014-16D submitted by Stevenson Homes for new construction home located at 173 10 Avenue SE, Drumheller on Plan 1010522; Block 6; Lot 28. Zoning is R-1. Dwelling – Single detached is a permitted use in this district.

Mon 3/7/2016 3:59 PM

I am in favor, I think these lots are a bit awkward and with no ally access they are putting on a front garage I believe by the looks of the plan.
S Gallagher

Mon 3/7/2016 4:15 PM

Are the side yard set-backs within our jurisdiction? Is the garage entrance enough removed from the street so that vehicles parked in front of the garage door will not encroach onto the sidewalk....it seems as tho parking will happen on the utility right of way...is this a problem?
S Clark

Mon 3/7/2016 4:49 PM

All the setbacks meet the Land Use Bylaw, and the only concern is the coverage. Parking can occur on utility ROW, it isn't a structure and can be removed for repairs-if in the event it's required.
J Steeper



Mon 3/7/2016 5:37 PM

I am in favor. I don't see a huge issue.

T Zariski

Mon 3/7/2016 5:45 PM

I am in favor.

S Kuntz

Mon 3/7/2016 7:49 PM

This looks fine to me.

S Francis

Tue 3/8/2016 8:15 AM

You have answered my concerns. Application looks fine.

S Clark

Tue 3/8/2016 8:25 AM

I don't have a concern with the requested variance. The result of increased lot coverage in this instance, is that there will be a smaller yard – less maintenance, use of water etc. which is desirable for some people.

C Cvik

Tue 3/8/2016 8:57 AM

Looks good

S Shoff

Tue 3/8/2016 9:30 AM

I am in favour of it, I don't see any issues that are of concern unless new neighbors would have a concern later.

C Gillis

Motion:

S. Gallagher, since you were the first to respond, we will record this as your motion

Development Permit T00014-16D submitted by Stevenson Homes for new construction home with the proposed variance located at 173 10 Avenue SE, Drumheller on Plan 1010522; Block 6; Lot 28 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. Development subject to architectural controls to be registered against the property by the Town of Drumheller in consultation with Stevenson Homes.
4. 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.
5. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor. Real Property Report to be submitted to the Town of Drumheller upon completion.
6. Confirmation of coverage under the Alberta New Home Warranty Program required prior to the issuance of building permit.



7. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
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. Offsite levies and local improvement to be paid prior to the issuance of Safety Code Permits.
11. Any/all local improvements or upgrade required for development are at owner/applicants expense. All local improvements, and construction thereof, must be approved by the Town of Drumheller including, but not limited to, approaches, driveways, frontage charges, water/sewer services, etc. Please contact 403-823-1330 for approval and specifications.
12. 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.
13. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.

Second:

T. Zariski providing a second. Carried

Thank you everyone for facilitating this request for review and response on such short notice

The email is adequate for approval, a copy of the minutes will be presented at the next meeting.

3.0 Adjournment of ON LINE REVIEW OF APPLICATION March 8, 2016 11:09am

Chairperson

Development Officer

Attachments:

Agenda



**Municipal Planning Commission
MINUTES
Meeting of Thursday March 17, 2016**

- Present:** Paul Salvatore, Director of Community Services – exited at 2:01pm
Tom Zariski, Councillor/Member
Sharel Shoff, Councillor/Member
Julie Steeper, Development Officer
Linda Taylor, Recording Secretary
Shawn Francis, Chairperson
Sharon Clark, Vice Chairperson
Stacey Gallagher, Member
Clayton Gillis, Member
- Absent:** Scott Kuntz, Member - regrets
Cynthia Cvik - Palliser Regional Municipal Services Representative - regrets
- Guests:** A delegation was present at 12:05 pm to speak to Agenda item 3.1
David Lunn
Edmund Li
- A delegation was present at 12:05 pm to speak to Agenda item 3.3
Byron Graham
John Barry Graham
Dave Drysdale
Linda Handy

1.0 CALL TO ORDER – 12:05 pm

S. Francis presented the Agenda for March 17, 2016 meeting.

1.1 Agenda – Additions or Deletions

No addition or deletions

1.2 Acceptance of Agenda

Motion: S. Shoff moved to accept the agenda of March 17, 2016 as presented.

Second: – S. Gallagher. Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 March 3, 2016

Motion: T. Zariski moved to accept the minutes of March 3, 2016

Second: – C. Gillis. Carried

2.2 March 7, 2016 – online minutes

Motion: S. Shoff moved to accept the minutes of March 7, 2016.

Second: – S. Clark. Carried



3.0 DEVELOPMENT PERMITS

3.1 T00025-15D – Christ the Redeemer School – Sports field & running track

J. Steeper presented Development Permit T00025-15D submitted by Christ the Redeemer School for a Sports field and running track located at 1000 North Dinosaur Trail, Drumheller on NE-10-29-20-W4M. Zoning is "C-S" Community Service District. A sports field and running track is a discretionary use in this district.

J. Steeper advised this application is for a sports field and running track beside an existing school. The track was approved however the new plan is for a 6 lane track, with no retaining wall on the highway side, the track location is away from a power line, and has approval from Alberta Transportation.

D. Lunn and E. Li presented the following points in regards to the sports field and running track:

- The initial track presented would not meet the standards of the Alberta Athletics Association; therefore no event could be sanctioned for that track; due to the radius of the turns on the track.
- No retaining wall is required on the highway side with new design.
- A sitting wall will be constructed on the north side of the track.
- Room will be available at either end of the track for viewing.
- In regards to the area drainage on the site
 - It will be set up as collection rather than a French drain system
 - Flash flooding will be dealt with in the 4 catch basin system.
 - Storm drain system.
- Run off in this area is huge, therefore a multiflow system with topsoil and pit run will be used.
 - The grass and topsoil will be added to reduce the run off rate and pit run as a base will aid in delaying run off.
 - The culvert will receive less water flow with the current design.
 - 200 topsoil gives three times the absorption. (8 inches of topsoil)
 - The surface will be sod with a sprinkler system and biodegradable fabric will be used to reduce erosion.
- Storm systems and stepped erosion systems will be used with yearly clean outs.
- The 4 catch basin system has one basin that will overflow to a culvert near the hill to keep water away from the track. The maintenance road will add another layer of protection to keep run off away from the field.
- The west side will have steppers and erosion protection added.
- A geotechnical report was done for undermining in the area.

The floor was opened to questions and discussion on the track. Comments and discussion points:

- Position of the track on the property
- Areas for the spectators to view the events on the field
- Erosion and run-off

Municipal Planning Commission members discussed the application. Items of discussion were; parking, drainage, spectator areas, position of the track and undermining at the location.

Motion: S. Shoff moved to table Development permit T00025-15D submitted by Christ the Redeemer School for a Sports field and running track located at 1000 North Dinosaur Trail, Drumheller on NE-10-29-20-W4M, for circulation of the development permit.

Second: S. Gallagher. – Carried



3.2 T00048-15D – Barry Alford – New construction dwelling

J. Steeper presented Development Permit T00048-15D submitted by Barry Alford for a new construction dwelling located at 436 Hunter Drive, Nacmine on Plan 1572GO; Lot 8. Zoning is "R-1" Residential District. Single Family Dwelling is a permitted use in this district.

J. Steeper advised the application is for a 1314 square foot single family dwelling with a double attached garage. The subdivision of the property is not completed at this time; however, the owner would like to start to build. The setbacks meet all requirements for the district.

Municipal Planning Commission members discussed the application

Motion: T. Zariski moved to approve Development Permit T00048-15D submitted by Barry Alford for a new construction dwelling located at 436 Hunter Drive, Nacmine on Plan 1572GO; Lot 8, 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. Development subject to architectural controls to be registered against the property by the Town of Drumheller in consultation with Stevenson Homes.
4. 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.
5. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor. Real Property Report to be submitted to the Town of Drumheller upon completion.
6. Confirmation of coverage under the Alberta New Home Warranty Program required prior to the issuance of building permit.
7. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
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. Offsite levies and local improvement to be paid prior to the issuance of Safety Code Permits.
11. Any/all local improvements or upgrade required for development are at owner/applicants expense. All local improvements, and construction thereof, must be approved by the Town of Drumheller including, but not limited to, approaches, driveways, frontage charges, water/sewer services, etc. Please contact 403-823-1330 for approval and specifications.
12. 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.
13. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.

Second: S. Clark. – Carried



3.3 T00001-16D – Black Stallion Ranches Ltd – Move on dwelling

J. Steeper presented Development Permit T00001-16D submitted by Black Stallion Ranches for placement of a move on dwelling located at 1226 Newcastle Trail, Newcastle on Plan 6561CO; Block 1; Lot 13. Zoning is "R-1A" Residential District. Moved on Dwelling is a discretionary use in this district.

J. Steeper advised this application was seen at the February 18, 2016 MPC meeting and was tabled subject to the submission of an asbestos plan.

From the February 18, 2016 minutes: Application is for placement of a previously lived in dwelling 24 feet x 46 feet, to be placed on to a new basement, and for a new construction detached garage 24 feet x 30 feet. A variance of 10% relaxation is required on both the front yard and side yards. The set back of 18 feet in the front yard conforms to the neighborhood. The mover, DVG Contractors submitted a letter in regards to the house and it has been inspected independently by Superior Safety Codes Safety Code Officer, Ron Matiejewski. Photos of the interior and exterior of the house were submitted with the application, along with a list of renovations (e-mail of February 12, 2016), and information about the insulation, plumbing and asbestos (e-mail of February 17, 2016). The placement of the proposed garage is suitable and meets the requirements of the Land Use Bylaw. The site coverage of both the house and garage is within requirements. J. Steeper pointed out, on a Summary Report from Westlock County; the proposed move on dwelling has a date built as 1936.

J. Steeper stated a performance bond of not less than \$10,000.00 is required to ensure completion of renovations and repair or replacement of any damage to municipal infrastructure as a result of the building relocation. The deposit or performance bond shall be refunded as follows: 75% at the completion of all exterior renovations to the satisfaction of the Development Authority and the final 25% at the completion of final landscaping to the satisfaction of the Development Authority. As per the Town of Drumheller Land Use Bylaw 10-08 *"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". "All renovations to a relocated building are to be completed within one year of the issuance of the development permit". "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."*

B. Graham, J. Graham and D. Drysdale presented the following points in regards to the move on dwelling and detached garage:

- The asbestos was not found in the house itself but in the basement, the house is being moved off that basement. The asbestos was removed 3 weeks ago, so the concerns in that regard have been met.
- Windows and siding have been purchased for the home to speed up the process.
- Money has been invested in the project so would like to move forward to completion.

L. Handy was present to speak for Joey and Jessie Browning owners of the neighboring property. She presented the following points in regards to the move on dwelling and detached garage:

- The Land Use Bylaw 10-08 showed no restrictions for the move on dwelling in question, however the photos of the dwelling look like a derelict building.
- Would like to ensure the building meets all requirements for the district.
- Would like to ensure that a performance bond is a condition of the development permit.
- Raised concerns of the building being finished as per the proposal set forward in the development permit.
- Handed out to each person in attendance page 41 of the Town of Drumheller, Strategic Business Plan dated 2015, Protective Services Operational Priorities Work Program. Re: 3. Derelict Buildings Research.

Municipal Planning Commission members discussed the application. Items of discussion were; increase to value of the performance bond, time frames for completion, and finishes of the buildings.



Motion: T. Zariski moved to approve Development Permit T00001-16D submitted by Black Stallion Ranches for placement of a move on dwelling located at 1226 Newcastle Trail, Newcastle on Plan 6561CO; Block 1; Lot 13, subject to the following conditions;

1. Must conform to Land Use Bylaw 10-08.
2. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor. Real Property Report to be submitted to the Town of Drumheller upon completion.
3. Make provisions for installation of water meter as per the Town of Drumheller water/sewer bylaw. Offsite levies to be paid prior to the issuance of Safety Codes permits.
4. Relaxation granted to side yard setbacks of the principle building as per plans submitted.
5. The rear yard setback of accessory buildings is 1m (3.2 ft) as per Land Use Bylaw 10-08, Part VI Land Use Districts, 19 R1-A –Residential Districts, 5 (b) page 49.
6. All necessary Safety Codes Permits (building, electrical, gas, plumbing, etc.) to be in place prior to construction/installations.
7. External appearance of residence must be vinyl siding and meet the satisfaction of the Development Officer after placement. All Repairs/upgrades as per development application are required to be completed within one year of placement.
8. Prior to commencement of construction applicant must submit to the Town of Drumheller a cashiers cheque or cash in the amount \$20,000.00 (held in trust) that will be returned to applicant when so deemed by Development Officer that the development has been satisfactorily completed. A payment will be returned to applicant in the amount of 75% when so deemed that building placement, exterior finishing and/or upgrading is to the satisfaction of the development officer with the balance payable when landscaping of site has been completed to the satisfaction of the development officer.
9. Must conform to Land Use Bylaw 10-08; Part VII; Sec 53 Relocation of Buildings (copy attached), including but not limited to; (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. And; (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.
10. An over-weight/over-dimensional permit from Road-Data 1-888-830-7623 must issued prior to relocating structures within the municipality.
11. If the holder of the permit/property owner wishes to make any changes in the proposed development or additions to same from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
12. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services.
13. Development to conform to any and all Municipal, Provincial and Federal legislation or guidelines that may apply.
14. Contractor and subcontractors to have a valid business license with the Town of Drumheller.

Second: S. Gallagher. – Carried



4.0 PALLISER REGIONAL MUNICIPAL SERVICES

4.1 No Discussion Items

5.0 OTHER DISCUSSION ITEMS

5.1 Red Deer River Adventures – Route Plan

J. Steeper informed the Municipal Planning Commission the Red Deer River Adventures has submitted the Route Plan.

Route plan for Red Deer River Adventures within the Town of Drumheller

Route 1:

South from RDRA main site across the Gordon Taylor Bridge along Highway 9 to intersection with Highway 575. West along Highway 575 past Nacmine into Kneehill County and ending at the Lion's Campground.

Route 2:

South from RDRA main site across the Gordon Taylor Bridge along Highway 9. Turning east to the intersection with Highway 10. Continuing east on Highway 10 to the Hamlet of Cambria.

Route 3:

As for Route 2 but continuing east on Highway 10 to the bridge on the east side of East Coulee.

Route 4:

North from RDRA main site on Highway 10 and up the north hill into Starland County. This route continues in Starland County to either Bleriot Ferry, Morrin Bridge or Michichi Reservoir.

Route 5:

North from RDRA main site on Highway 10 to the intersection with Highway 838. West on Highway 838 into Starland County. This route continues to Bleriot Ferry.

Route 6: (tentative, not yet approved)

South from RDRA main site across the Gordon Taylor Bridge along Highway 9. Turning east to the intersection with Highway 10. Continuing east on Highway 10 to the Hamlet of Rosedale. At the intersection with Highway 10X, turning south along 10X to the Hamlet of Wayne.

6.0 Adjournment – Meeting adjourned by S. Francis at 2:11 pm.

Chairperson

Development Officer

Attachments: Agenda – March 17, 2016



**Municipal Planning Commission
MINUTES
Meeting of Thursday April 7, 2016**

- Present:** Paul Salvatore, Director of Community Services – exited at 2:01 pm
Tom Zariski, Councillor/Member
Sharel Shoff, Councillor/Member
Julie Steeper, Development Officer
Linda Taylor, Recording Secretary
Shawn Francis, Chairperson
Sharon Clark, Vice Chairperson – exited at 1:15 pm – recusing from Agenda item 3.1
Stacey Gallagher, Member
Scott Kuntz, Member – exited at 1:23 pm
Clayton Gillis, Member
- Absent:** Cynthia Cvik - Palliser Regional Municipal Services Representative - regrets
- Guests:** A delegation was present at 12:05 pm to speak to Agenda item 3.3 – exited at 12:25 pm
Brent Walker
Dale Downey

1.0 CALL TO ORDER – 12:05 pm

S. Francis presented the Agenda for April 7, 2016 meeting.

1.1 Agenda – Additions or Deletions

No addition or deletions

1.2 Acceptance of Agenda

Motion: S. Gallagher moved to accept the agenda of April 7, 2016 as presented.

Second: – S. Kuntz. Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 March 17, 2016

Motion: S. Kuntz moved to accept the minutes of March 17, 2016

Second: – S. Shoff. Carried

3.1 T00025-15D – Christ the Redeemer School – Sports field & running track

J. Steeper presented Development Permit T00025-15D submitted by Christ the Redeemer School for a Sports field and running track located at 1000 North Dinosaur Trail, Drumheller on NE-10-29-20-W4M. Zoning is "C-S" Community Service District. A sports field and running track is a discretionary use in this district.

J. Steeper advised this application for a sports field and running track beside an existing school was seen at the March 17, 2016 Municipal Planning Commission meeting. The development permit was tabled for circulation.



From the circulation of the permit one response was received. The letter stated "concerns of erosion, flooding, drainage and are totally opposed to this proposal and are giving notice of our intention to commence a law-suit in the event our property is negatively impacted should the development proceed." Also noted in the letter, was a letter of concern dated June 5, 2015; the letter was also attached. " In addition to the above, we offer the following general comments, which may not directly impact us, but which we feel worthy of noting:

1. The natural topography north of the proposed track is already slumping
2. The proposed lay-out of the track minimizes access by spectators
3. Parking will be a major issue"

The above noted letter of June 5, 2015; "concerns with the extra drainage problem, which may be caused by this development. We brought this drainage issue to the Town's attention in 2008 and nothing has been done about it. Steps should be taken before development to ensure that further damages caused by flooding are avoided, otherwise, we may have a claim in trespass and nuisance."

An email from David Lunn to clarify a few concerns was received;

1. Location – in regards to turning the sports field, a site visit was done; the work could be done but not without a tremendous amount of earth work or the construction of a retaining wall to contain the bank. Either way, at a great cost. Have done everything possible to make the site workable from all perspectives.
2. Viewing – a 600mm retaining wall along the north side of the track could be used as a seating and viewing spot. The retaining wall is to facilitate a grade change. The service road can be used for viewing as well. The green infield is available most of the time for viewing. Portable bleachers could increase the capacity for spectators.
3. Site Erosion – the soil erosion will be vastly reduced from the current situation, with the addition of sod and riprap.
4. Run Off – the sports field will act as an absorption reservoir. This will allow the water to release over a longer period of time, and decrease the impact of the water volume through the highway culvert.

Municipal Planning Commission members discussed the application.

S. Shoff is in favor of the development.

C. Gillis expressed that the design concept of this development may not been thought through with major events in mind. J. Steeper reminded the MPC members the bylaw is what the decision should be based on.

Motion: T. Zariski moved to approve Development Permit T00025-15D submitted by Christ the Redeemer School for a Sports field and running track located at 1000 North Dinosaur Trail, Drumheller on NE-10-29-20-W4M, subject to the following conditions;

1. Development shall conform to Landuse Bylaw 10-08.
2. Prior to commencement of construction site plan to be submitted to the satisfaction of the Development Officer.
3. Landscaping to be in accordance with Land Use Bylaw 10-08; Policy C04-02 and to the satisfaction of the Development Officer, with the addition of the chain link fence extending the full length of the field on the south perimeter.
4. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
5. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission from the Development Officer/Municipal Planning Commission. An additional Development Permit may be necessary.
6. All contractor's to be in possession of a valid Town of Drumheller business license.
7. All local improvements including, however not limited to driveways, frontage charges, water/sewer services, are at the expense of the owner.



8. Traffic Accommodation Strategy must be submitted to Alberta Transportation for review and acceptance prior to any work occurring within or immediately adjacent to the highway right of way.
9. Development to conform to any and all other pertinent Municipal, Provincial or Federal legislation and all other agencies.

Second: S. Gallagher. – Carried

Vote: 3 voted in favor of the development – T. Zariski, S. Gallagher, S. Francis, 1 voted against the development – C. Gillis, 1 recused – S. Clark recused

3.2 T00104-16D – 695256 Alberta Ltd – Patio

J. Steeper presented Development Permit T00104-16D submitted by 695256 Alberta Ltd (Evan Pappas) for a patio located at 30 Railway Avenue, Drumheller on Plan 3099AD; Block 19; Lot 16-18. Zoning is "C-B" Central Commercial District. Outdoor patio is discretionary in this district.

J. Steeper advised the application is for an outdoor patio and the applicant has had one in the past.

Municipal Planning Commission members discussed the application. Items of discussion were; adequate signage for no parking along the boardwalk.

Motion: S. Kuntz moved to approve Development Permit T00104-16D submitted by 695256 Alberta Ltd (Evan Pappas) for a patio located at 30 Railway Avenue, Drumheller on Plan 3099AD; Block 19; Lot 16-18, subject to the following conditions;

1. Must conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw (16-10).
3. Development to adhere to the Town of Drumheller Seasonal Patio Policy. Signed copy to be submitted to the Development Officer prior to construction or placement
4. Signage shall be placed on the front flanking side of the patio that indicates 'no parking' and shall be submitted for approval to the Development Officer prior to placement. The signage shall not be placed upon the site so as to conflict with walkway areas. Appearance shall be maintained to the satisfaction of the Development Officer/Municipal Planning Commission.
5. Development to conform and meet the requirements of the Regional Fire and Health Authority. Prior commencement of occupancy and business activities, conformation must be provided to the Development Officer from the local Fire and Health Authority that the patio is habitable for such purposes.
6. Applicant to ensure authorization from the property owner is obtained prior to any renovation/modification.
7. Placement of construction as per plot plan submitted. Applicant to ensure placement of patio leaves a minimum width of 5' of sidewalk adjacent to patio for pedestrian traffic.
8. Construction to be in accordance with the Alberta Building Code.
9. All necessary permits (building, electrical, gas, plumbing and private sewage) to be in place prior to construction/installations.
10. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services.
11. External finished appearance of the proposed construction to be compatible with that of existing development and to the satisfaction of the Development Authority.



12. 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.
13. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
14. Contractor(s) to have a valid Business License with the Town of Drumheller.
15. All patio barrier, furniture, furnishings and fixtures must be removed from the sidewalk by October 31, 2016 as per the Seasonal Patio Policy.

Second: T. Zariski – Carried

3.3 T00106-16D – Drumheller Co-op – Changes to South Railway Location

J. Steeper presented Development Permit T00106-16D submitted by Drumheller Co-op for changes to the South Railway property located at 500 South Railway Avenue, Drumheller on Plan 8310201; Block 12. Zoning is "M-2" Medium Industrial District.

J. Steeper advised this application is for changes to the site; move the card lock, replace tanks, remove the bulk plant and change the approach to the site.

B. Walker and D. Downey spoke to the property changes for 500 South Railway Avenue;

- The change to the approach has already been approved by Alberta Transportation. The approach will be larger to allow better clearance for the larger vehicles, and will be shared with the neighboring property; an easement is already existing. Pavement to the road has been request by Alberta Transportation to reduce the amount of gravel getting on to the highway. To accommodate the increase in size of the approach, the telus pedestal will be moved and the power poles will be moved.
- The site will be gravel with a cement pad covering the 2 100,000 litre underground tanks. Permits for the tanks are done through the PTMAA. Local testing and continuous monitoring has been done on the site, which comes back as clean and clear of contamination.
- The site appearance will change with the large tank removed, upgrade to the tanks, new lines, more lanes for public access to the pumps and all around cleaner look to the site.
- The time frame for the decommissioning of the site and the changes is about September to November 2016.

Municipal Planning Commission members discussed the application.

Motion: S. Gallagher moved to approve Development Permit T00106-16D submitted by Drumheller Co-op for changes to the South Railway property located at 500 South Railway Avenue, Drumheller on Plan 8310201; Block 12, subject to the following conditions;

1. Development shall conform to Landuse Bylaw 10-08.
2. Prior to commencement of construction site plan to be submitted to the satisfaction of the Development Officer.
3. Landscaping to be in accordance with Land Use Bylaw 10-08; Policy C04-02 and to the satisfaction of the Development Officer.
4. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
5. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission from the Development Officer/Municipal Planning Commission. An additional Development Permit may be necessary.
6. All contractor's to be in possession of a valid Town of Drumheller business license.



DRUMHELLER

COMMUNITY SERVICES

Agenda Item # 5.2.1



7. All local improvements including, however not limited to driveways, frontage charges, water/sewer services, are at the expense of the owner.
8. Development to conform to any and all other pertinent Municipal, Provincial or Federal legislation and all other agencies.

Second: S. Gallagher. – Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

- 4.1 No Discussion Items

5.0 OTHER DISCUSSION ITEMS

5.1 Updates

- Zipline application is still incomplete; no additional information has been submitted; information outstanding, approval from land owners, plans and drawings.
- Move on dwelling at 1226 Newcastle Trail; the deposit has been made, the notice of decision is active on April 8, 2016 and one other complaint was received however no further action was taken by the complainant.

6.0 Adjournment – Meeting adjourned by S. Francis at 1:43 pm.

Chairperson

Development Officer

Attachments: Agenda – April 7, 2016

THE TOWN OF DRUMHELLER *Agenda Item # 8.1.1*

BY-LAW NUMBER 13.16

THIS IS A BY-LAW OF THE TOWN OF DRUMHELLER, in the Province of Alberta for the purpose of closing a portion of the airspace above a public street only to the extent necessary to allow for the construction of second storey private decks attached to an adjacent hotel including support columns for same; acquiring title to this land in the name of THE TOWN OF DRUMHELLER and then holding the surface title in the name of THE TOWN OF DRUMHELLER for continued public use and selling or leasing the second storey deck level to the adjacent owner in accordance with the Section 22 of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000, as amended;

WHEREAS; the airspace above a portion of First Avenue (East Coulee) on Plan 4128 E.Q. as shown on SCHEDULE A attached is not required for public travel and an application has been made to the Town of Drumheller to have this airspace closed, and;

WHEREAS; the surface area on a portion of First Avenue on Plan 4128 E.Q. as shown on SCHEDULE A attached will not be closed to the public except for deck supporting columns, and;

WHEREAS; a notice of this intention was published in the Drumheller Mail once a week for two consecutive weeks; on July 8, 2016 and again on July 15, 2016 the last of such publications being at least five days before the day fixed for the passing of this By-Law, and;

WHEREAS: the Council of the Town of Drumheller held a public hearing on July 25, 2016 at their regular or special meeting of Council in which all interested parties were provided an opportunity to be heard, and;

WHEREAS: the Council of THE TOWN OF DRUMHELLER was not petitioned for an opportunity to be heard by any person prejudicially affected by this By-Law;

NOW THEREFORE; be it resolved that THE COUNCIL of THE TOWN OF DRUMHELLER, in the Province of Alberta does hereby enact to close the following described portions of First Avenue (East Coulee) on Plan 4128 E.Q. from public use, obtain title to same in the name of THE TOWN OF DRUMHELLER, a Municipal Body Corporate, of 224 Centre Street, DRUMHELLER, Alberta. T0J 0Y4 described as follows:

PLAN

AREA ->A=

and then holding the surface title in the name of THE TOWN OF DRUMHELLER for continued public use and selling or leasing the second storey deck level to the adjacent owner.

.....2

BY-LAW NUMBER 13.16

THIS BY-LAW takes effect on the day of the final passing thereof.

READ AND PASSED THE FIRST TIME BY THE
COUNCIL OF THE TOWN OF DRUMHELLER this 13th day of June A.D. 2016.

MAYOR: HIS WORSHIP: TERRY YEMEN

Seal

RAYMOND M. ROMANETZ, P.ENG.
CHIEF ADMINISTRATIVE OFFICER

Seal

APPROVED BY ALBERTA TRANSPORTATION
Date:

READ AND PASSED THE SECOND TIME BY THE
COUNCIL OF THE TOWN OF DRUMHELLER this day of , A.D. 2016.

MAYOR: HIS WORSHIP: TERRY YEMEN

Seal

RAYMOND M. ROMANETZ, P.ENG.
CHIEF ADMINISTRATIVE OFFICER

READ AND PASSED THE THIRD TIME BY THE
COUNCIL OF THE TOWN OF DRUMHELLER this day of , A.D. 2016.

MAYOR: HIS WORSHIP: TERRY YEMEN

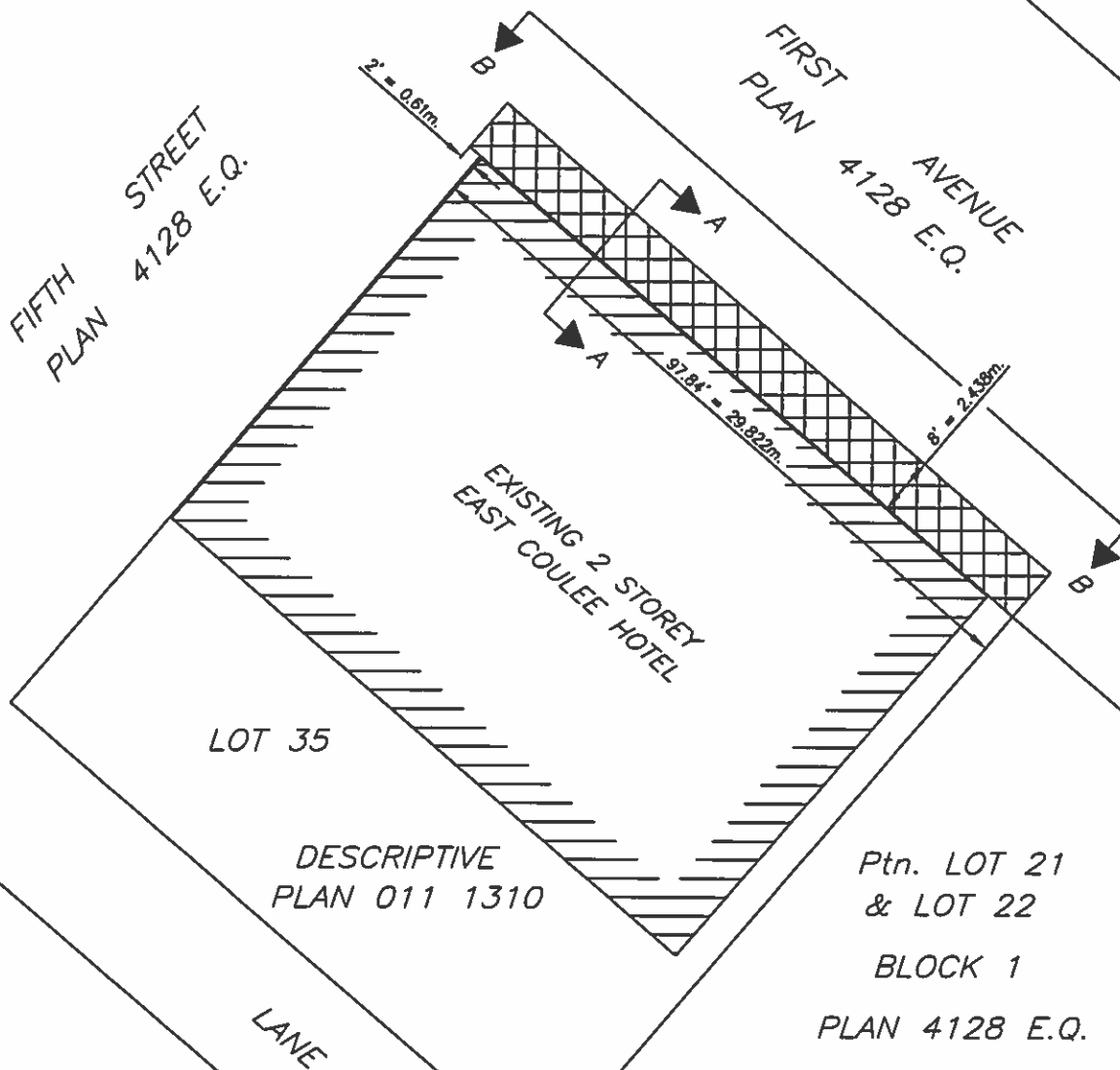
Seal

RAYMOND M. ROMANETZ, P.ENG.
CHIEF ADMINISTRATIVE OFFICER

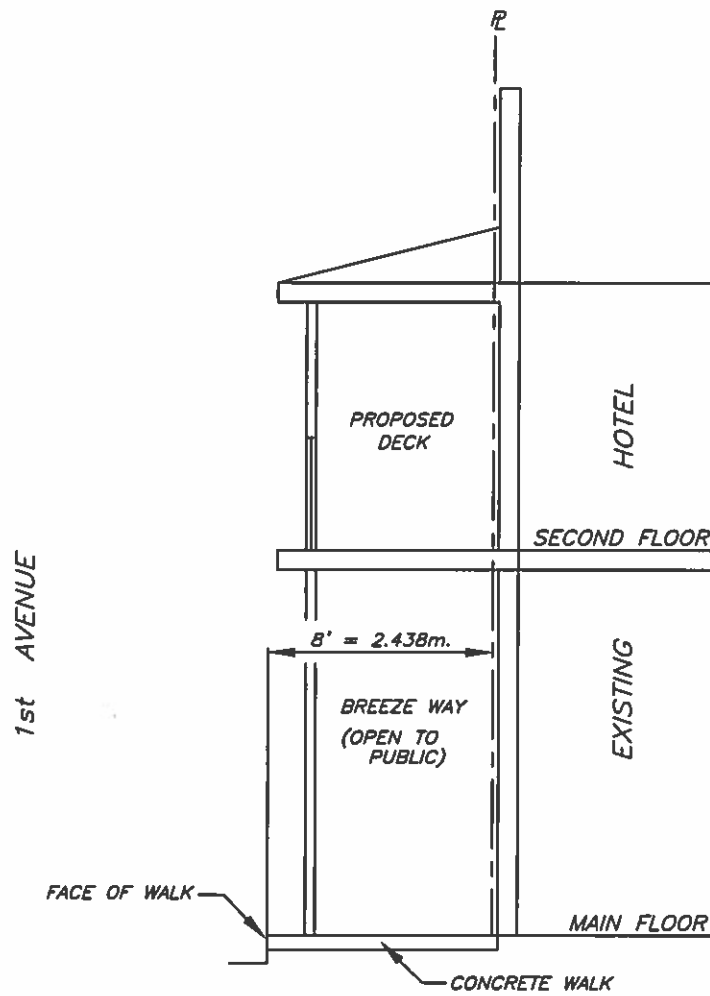
DRUMHELLER, ALBERTA
EAST COULEE DISTRICT

SCALE = 1:300

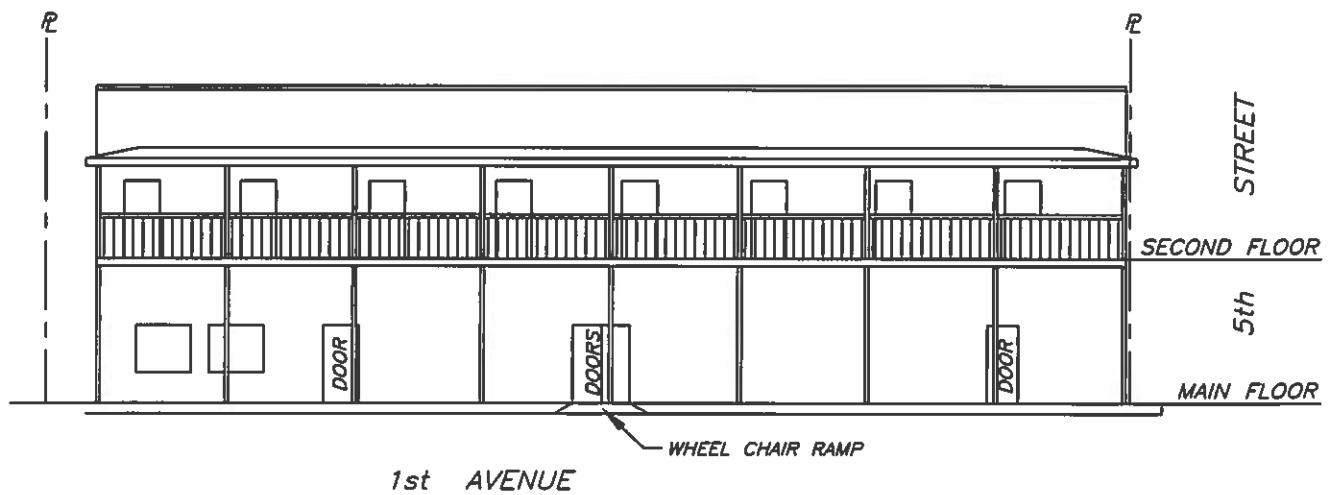
Area affected by this By-Law shown thus... 



HUNTER SURVEY SYSTEMS LTD.
CALGARY, ALBERTA
FILE: 05-16-10D



SECTION B-B



SECTION A-A



PALM ENGINEERING LTD

**BOX 1209 170 CENTER STREET, DRUMHELLER, ALBERTA T0J 0Y0
PH. / FAX. 403-823-7044**

May 2, 2016

Town of Drumheller
224 Centre Street
Drumheller, AB
T0J 0Y4

ATTENTION: RAY ROMANETZ, P.ENG, CAO

RE: EAST COULEE HOTEL

In support of our second phase of construction, we wish to apply for a street closure on the front (north) face of the hotel 8' wide. We understand that public consultation and advertising will be required so would like to begin the process. It should be noted that we are not asking for the property to be entirely closed to public access, as the ground level would be open as a public walkway.

The present situation is a 6' wide sidewalk which we would expand to 8' wide to prevent vehicles from bumping into the support posts located at 6' – 6.5' from the building.

The closure would permit construction of a veranda and roof on the second floor approximately 12' above grade. Previously a tapered canopy has occupied this space.

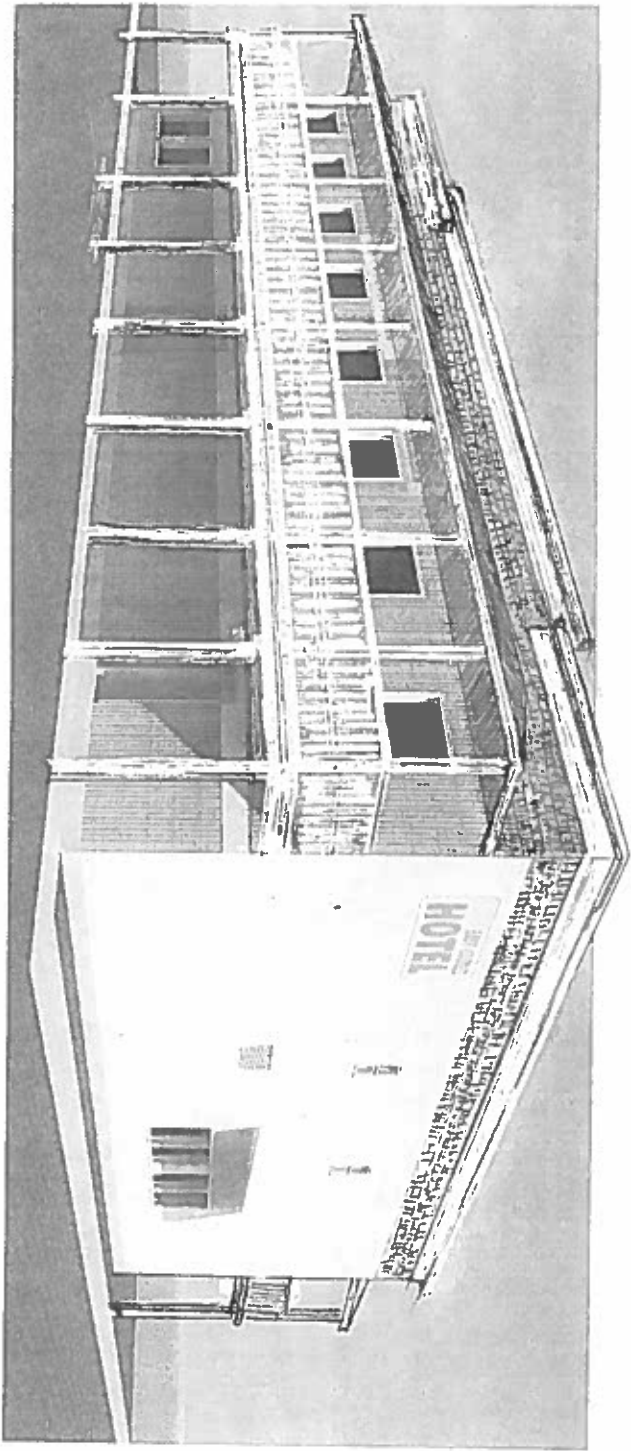
The purpose of the proposal is primarily for aesthetics to provide a heritage building look, much as the picture of another building taken in the early 1900's.

PALM ENGINEERING LTD., per
A.E. Palm, P. Eng

Len Gerrard




Encl.

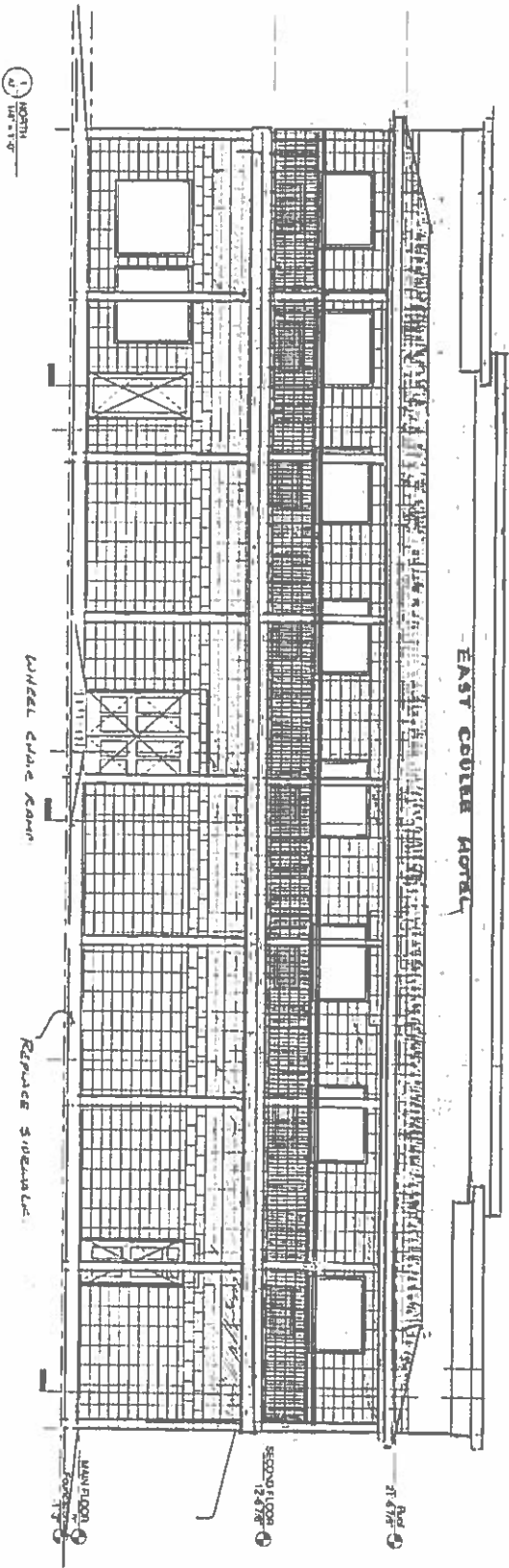
Cc Julie Steeper, Development Officer



1/2" = 1'-0"

Drawn and the site
checked by the Designer

 PALM ENGINEERING LTD. 170 CENTER STREET ANNANDALE ALBERTA T0A0B0 P4A 2S0 T0A0	PERMIT TO PRACTICE PALM ENGINEERING LTD. Signature:  Date: <u>11th Dec 2016</u>			SCALE: NTS		EAST COULEE HOTEL PANORAMA FRONT PERSPECTIVE VIEW
	PERMIT NUMBER: P 4420 The Association of Professional Engineers, Geologists and Geophysicists of Alberta			DATE: <u>11th Dec 16</u> DRAWN BY: DWG. NO. <u>1 of 8</u>		



PALM ENGINEERING LTD
170 CENTIN STREET EDMONTON ALBERTA T6A0P9 PH. 423-7844

PERMIT TO PRACTICE
PALM ENGINEERING LTD.
Signature: *[Signature]*
Date: *May 28, 16*
PERMIT NUMBER: P 4420
The Association of Professional Engineers,
Geologists and Geophysicists of Alberta



SCALE: $\frac{1}{8"} = 1'$
DATE: *May 28, 16*
DRAWN BY:
DWG. No. *2 of 8*

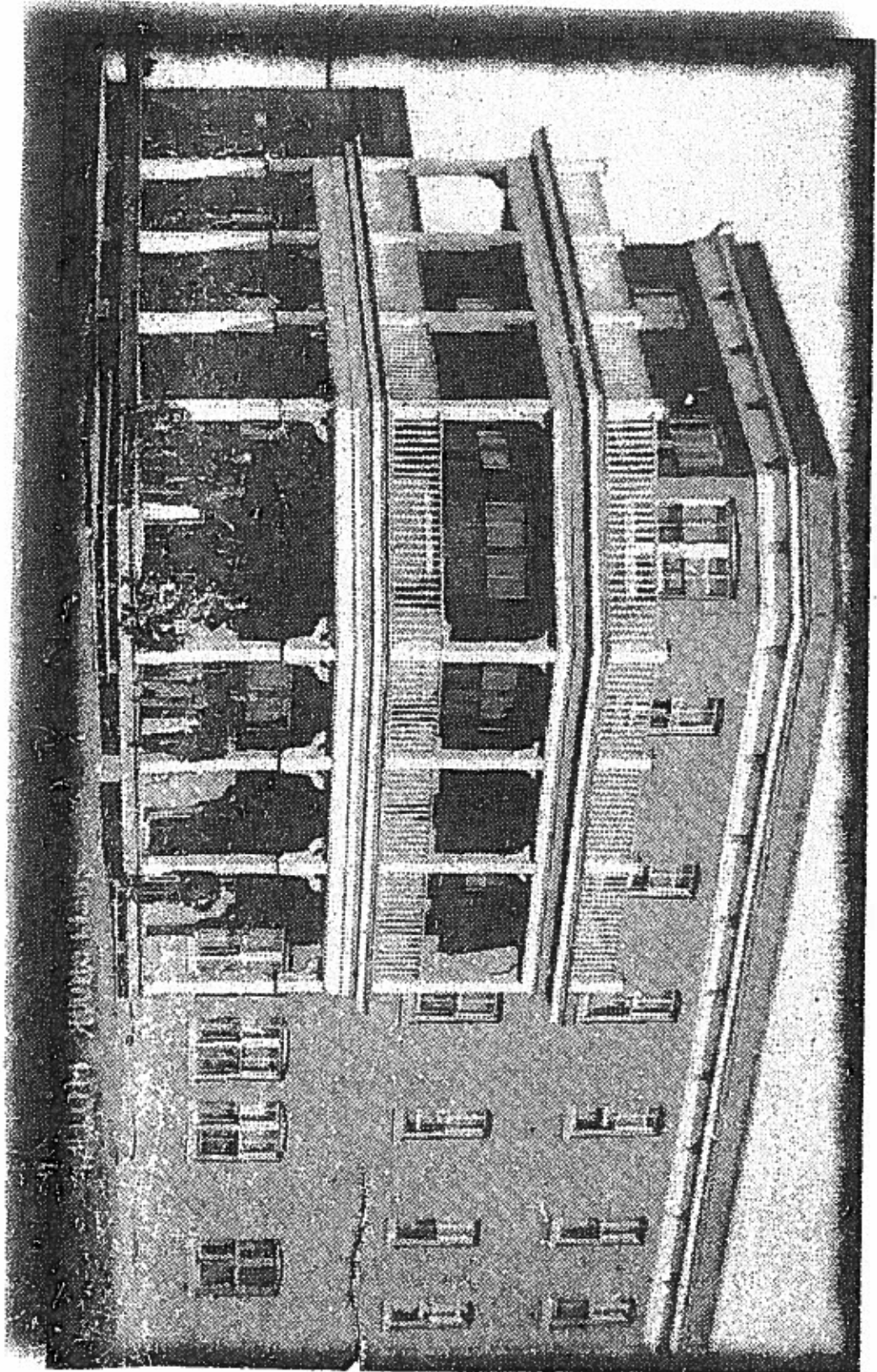
EAST COULEE HOTEL
7000 163RD STREET EDMONTON
FAMILY RECREATION (SOUTH AS REAR)

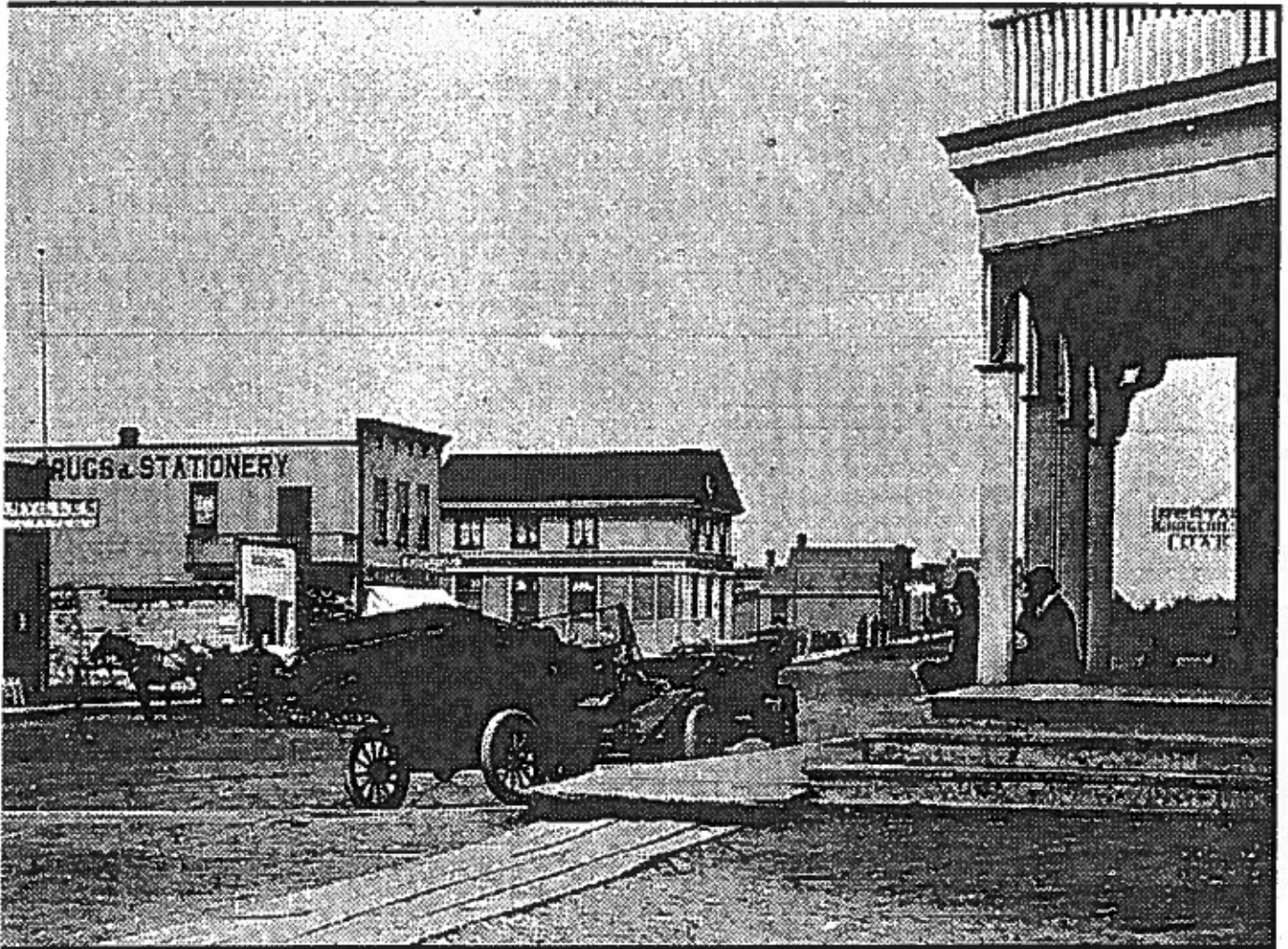
CONTRACT TO ABC PART 4
543 m² NEW SPANDED

DESIGN ON TOP OF
EXIST. ST. CURE DRIVE

EAST COAST HOTEL
2 STROY STREET WAY
DECK & ROAD. W PHANAPET ENTREPRENEUR.
RELATIVE ROAD









DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.2



Request for Direction

Date: June 10, 2016

Topic:	Canada 150 Community Infrastructure Program
GRANT CRITERIA:	<p>"The <u>Canada 150 Community Infrastructure Program</u> (CIP 150) is part of <u>Canada 150 Celebrates</u>, the Government of Canada's celebration of our country's 150th anniversary of Confederation. Budget 2016 provided an additional \$150 million over two years to Canada's Regional Development Agencies to deliver further community funding across the country, starting in 2016-17, with Western Economic Diversification Canada (WD) being responsible for administering the program in Western Canada. WD will invest in projects undertaking renovations to existing community infrastructure. Examples of the type of community infrastructure that can be supported include:</p> <ul style="list-style-type: none">• Recreational facilities;• Parks, recreational trails, such as fitness trails, bike paths;• Community centres (including legions);• Cultural centres and museums;• Campgrounds;• Tourism facilities;• Docks;• Libraries;• Cenotaphs; and,• Other existing community infrastructure for public benefit. <p>For this intake of applications, priority will be given to projects that address one or more of the following:</p> <ul style="list-style-type: none">• Upgrades to recreational facilities;• Advance a clean growth economy; and/or,• Impact on Indigenous communities and peoples. <p>In addition, funding from sources other than the Canada 150 Community Infrastructure Program must be confirmed at the time of application. Other considerations may include:</p> <ul style="list-style-type: none">• Projects that will leave a meaningful, lasting legacy resulting from CIP 150 (i.e., Upgrades that will provide long-term benefits to a community that are recognized as a lasting legacy from Canada 150);• Projects that are seeking less than 50% of the total project costs from CIP 150;• Projects that will be completed by Fall 2017; and,• Ability to start the project quickly."

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

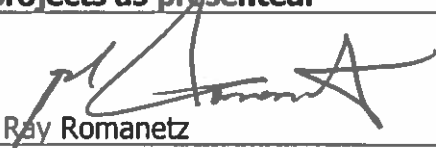
Telephone: (403) 823-1339

	Created By: Linda Handy	1
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Agenda Item # 8.1.2

Proposal:	<p>Administration is seeking Council's direction for the selection of one project from the following two projects:</p> <p>Arena Refrigeration System A new refrigeration system comprised of replacement of compressors and condensers requiring building alterations and retrofitting to the existing building (and a second ice surface in the future). Key consideration is energy savings and efficiency for long term savings. The total cost for the improvements would be in the range of \$2.5M (not budgeted).</p> <p>Aquaplex Barrier Free Graduated Entry The graduated entry to the pool is an important improvement as part of the overall pool modernization which will help access to the pool for seniors, families with young children and people with visitors with mobility issues. The total cost for the improvements would be in the range of \$2.2M (budgeted).</p> <p>The deadline for the grant submission is June 22nd, 2016. The amount of funding being requested under CIP 150 cannot exceed 50% of the total costs of a project, up to a maximum of \$500,000;</p> <p>The maximum contribution from ALL Government of Canada sources (including CIP 150 and other sources such as the Gas Tax Fund) cannot exceed 50% of the total costs of a project.</p>		
Proposed by:	Administration		
Correlation to Business (Strategic) Plan			
Benefits:	•		
Disadvantages:	High construction costs without grant support.		
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:		Source of Funds:	

Agenda Item # 8.1.2

Communication Strategy:	The grant application will be submitted to Canada 150 by June 22, 2016.		
Recommendations:	That Council direct Administration to submit a detailed grant application to the Canada 150 Community Infrastructure Program based on one of the two projects as presented.		
Report Writer:		CAO:	 Ray Romanetz
Position:			



DRUMHELLER

REQUEST FOR DECISION

Agenda Item # 8.1.3



Request for Decision

Date: June 10, 2016

Topic:	TRANSFER OF LAND TO DRUMHELLER AND REGION TRANSITION SOCIETY (DARTS)		
Proposal:	<p>In May, 2014 the Town received a request from DARTS to close a portion of unused road allowance to accommodate DARTS' new development and to allow them to meet the existing requirements of the Land Use Bylaw for two new homes located at 910 and 914 Newcastle Trail. The road closure was approved by the Minister of Transportation on July 2, 2014 and final reading of the Bylaw given on July 28, 2014. Hunter Survey Systems Ltd. has since completed the survey work and the documents are at Land Titles for registration of a new plan. DARTS wishes to purchase the land to the north of both homes from the Town of Drumheller for \$1.00 (as identified on the attached plan as Area "A" and "B"). In accordance with Section 70 of the Municipal Government Act, municipalities can dispose of land for less than market value, without advertising, if the land is to be used by a non-profit organization as defined in Section 241(f) of the MGA. Under this Section, a non-profit organization is defined as a Society established under a law of Canada or Alberta. DARTS has provided documentation that they are an Alberta Society (#500103197).</p>		
Proposed by:	CAO		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:	Decline the request and require DARTS to pay market value for the land.		
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 transfer of land within Plan 2193CC Block 51 Area "A" and Area "B" as identified on the attached plan to Drumheller and Region Transition Society in the amount of \$1.00 and for the land to be consolidated with the existing titles.		
Report Writer:	Ray Romanetz		
Position:	CAO		

OFFICE OF THE CAO

Telephone: (403) 823-1339

	Created By: Linda Handy	1
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Drumheller And Region Transition Society

June 8, 2016

Town of Drumheller
244 Centre Street
Drumheller, Alberta. T0J 0Y4

Dear Mayor and Council:

Drumheller and Region Transition Society (D.A.R.T.S.) is a not-for-profit society that provides community disability services in the Drumheller area. We are a unique and progressive community partner dedicated to the individualized support and opportunities which will maximize each individual's potential and successful integration into the community. D.A.R.T.S. is the only organization in the area providing a full array of services to people with special needs. The programs and services we offer support people with home living, personal care and well-being, employment, volunteer placements, recreation and leisure opportunities, access to services and resources in the community. We are guided by our vision where all people regardless of their abilities are included, respected and valued members of the community.

D.A.R.T.S. has built two barrier free wheelchair accessible homes in Drumheller. The first home located at 914 Newcastle Trail was built several years ago and the home located at 910 Newcastle Trail was built in the last two years.

During the past two years, D.A.R.T.S. has expressed interest in purchasing the land to the north of both homes from the Town of Drumheller (identified as Area A and Area B on the attached document from Hunter Survey Systems Ltd.) . We respectfully request that council consider proceeding with the transferring of the land for the purchase price of \$1.00.

Attached is documentation verifying our status as a not-for-profit society.

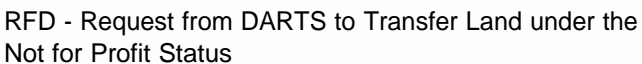
Thank you for taking the time to consider our request

Sincerely,

Cindy Pickersgill
Director, Residential Services
D.A.R.T.S.

SCHEDULE OF AREAS					
AREA	LEGAL DESCRIPTION	OWNER	AREA		
			ha.	Ac.	
A	Closed Road on Plan 2193 C.C.	TOWN	0.041	0.10	
B			0.032	0.08	
C			0.021	0.05	
D			0.012	0.03	
E			0.041	0.10	
F			0.048	0.12	
TOTAL			=	0.195	0.48

...





DRUMHELLER

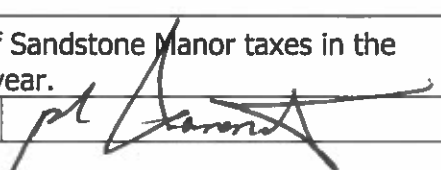
CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.4



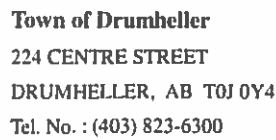
Request for Decision

Date: June 10, 2016

Topic:	SANDSTONE MANOR – 2016 TAXES – Roll #000 04029906		
Proposal:	<p>Drumheller Housing Administration (DHA), through Councillor Jay Garbutt has requested an annual cancellation of taxes as allowed under Section 347(1) of the Municipal Government Act on the property being used by Sandstone Manor.</p> <p>DHA has advised that the current rents will cover DHA's expenses and recommended reserves however the cancellation of municipal taxes would allow for more certainty in covering reserve allocations. The initial budget that was developed for the affordable housing project assumed no municipal taxes be payable.</p>		
Proposed by:	Drumheller Housing Administration, through Councillor Jay Garbutt.		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:	<ul style="list-style-type: none">◆ Council has budgetted the cancellation of the 2016 municipal portion of taxes for Sandstone Manor.◆ The municipal portion of the property tax is \$9247.57 leaving the education tax of \$3002.93 as payable.◆ This loss of revenue impacts the operating surplus.		
Operating Costs:		Capital Cost:	\$0.00
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	Council cancel the municipal portion of Sandstone Manor taxes in the amount of \$9247.57 for the 2016 tax year.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

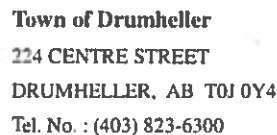


Agenda Item # 8.1.4

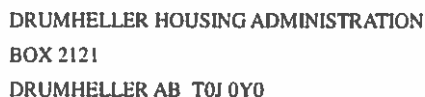
Legal Address	PLAN: 7232JK; BLOCK: 1; LOT: N 1/2 A;
Civic Address	215 10 AVENUE SOUTHEAST DR
Property Size	0.570 AC
Client ID	DRUM216

SANDSTONE MANOR

TAX RECEIPT please return this portion with your payment



Total Current Tax	12,896.04
Credit or Arrears	0.00
Total Owng	12,896.04



CANADA DAY IN DRUMHELLER

Events & Activities Around Drumheller

7:00 am - 10:00 am	Kinsmen Pancake Breakfast (Riverside Value Drug Mart)
9:00 am - 10:00 pm	World's Largest Dinosaur and Gift Shop Open All Day
10:00 am - 12:00 pm	Drumheller Chamber of Commerce Parade
11:00 am - 5:00 pm	Food Trucks (Badlands Community Facility Parking Lot)
11:00 am - 2:00 pm	Smokie on a Bun BBQ Sponsored by Drumheller Co-op In support of Drumheller Palliative Care (Drumheller Co-op)
12:00 pm - 2:00 pm	Beef on a Bun Sponsored by Freson Bros & Drumheller Rotary Club (Freson Bros)
12:00 pm - 6:00 pm	Farmers Market (Drumheller Memorial Arena)
12:00 pm - 12:00 am	Drumheller Dragons Beer Gardens (Drumheller Memorial Arena Parking lot)
1:00 pm - 4:00 pm	Toonie Public Swim (Drumheller Aquaplex)

Family Fun Area (Badlands Community Facility):

12:00 pm - 6:00 pm	Inflatable Fun Including: Super Slide, Obstacle Course & More (Indoors - Field House)
1:00 pm - 6:00 pm	Lothar the Magician: Magic and More (Weather dependent; roaming indoors & outdoors on grounds)

Entertainment Stage (World's Largest Dinosaur Parking Lot):

12:00 pm - 12:15 pm	Opening Remarks	Cutting of the Cake	6:00 pm - 6:05 pm
12:15 pm - 1:00 pm	Lyndsey Hoff	Haunted Shore	6:15 pm - 7:00 pm
1:15 pm - 3:00 pm	Analogue	VooDoo Hand	7:15 pm - 8:00 pm
3:15 pm - 5:00 pm	Denny Eddy	Apache Moon	8:15 pm - 9:00 pm
5:15 pm - 6:00 pm	Lanigan Band	Jaydee Bixby	9:15 pm - 11:00 pm
6:00 pm - 6:05 pm	Singing of O'Canada by Rachel Graff	Fireworks	11:00 pm - 12:00 am



The Drumheller Mail

BADLANDS
COMMUNITY FACILITY

Canada Day Activities **Canada**

