

Town of Drumheller COUNCIL MEETING AGENDA

**June 27, 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

3 2.1 Letter from Hon. Danielle Larivee - Minister of Municipal Affairs re Federal Gas Tax Fund

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

4-10 5.1.1 Regular Council Meeting Minutes of June 13, 2016

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

11-25 5.2.1 Municipal Planning Commission Meeting Minutes of May 5, 2016
Municipal Planning Commission Meeting Minutes of June 2, 2016

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Drumheller Chamber of Commerce - Heather Bitz - Executive Director and Shelly Rymal - President
Semi-Annual Update

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

Page

8.1. CAO

26-31 8.1.1 RFD - Wheatland County Regional Infrastructure Services Program Funding

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

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

14.0 IN-CAMERA MATTERS

14.1 Land Matter



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lesser Slave Lake*

Received
JUN 2 8 2016
LV
Agenda Item # 2.1

cc: RR
BM

AR83363

June 3, 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 federal and municipal partners. In 2014, Canada and Alberta entered into a 10-year agreement governing the administration of the federal Gas Tax Fund (GTF), to assist municipalities in building and revitalizing their local public infrastructure while creating jobs and long-term prosperity. I am pleased to confirm that in the third year of the program, \$218 million in GTF funding will be provided to Alberta's municipalities.

Your 2016 GTF allocation is \$432,868.

GTF funding amounts for all municipalities are also posted on the Municipal Affairs GTF website at municipalaffairs.alberta.ca/gtf-funding-allocations-eligibility.

I look forward to our continued partnership with you and the federal government as we work to strengthen Alberta communities.

Sincerely,

Hon. Danielle Larivee
Minister of Municipal Affairs

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

**Town of Drumheller
COUNCIL MEETING
MINUTES**

June 13, 2016 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:
Terry Yemen

COUNCIL:

Jay Garbutt
Lisa Hansen-Zacharuk
Patrick Kolafa
Tara McMillan
Sharel Shoff
Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:
Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:
Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:
Barb Miller

DIRECTOR OF COMMUNITY SERVICES:
Paul Salvatore

DIRECTOR OF PROTECTIVE SERVICES:
Greg Peters

RECORDING SECRETARY:
Linda Handy

ABSENT:

1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

2.1 Councillor Sharel Shoff was sworn in as Deputy Mayor for the months of July

and August, 2016

2.2 Julia Fielding was introduced as the new Town of Drumheller Economic Development Officer. Mayor and Council welcomed Julia aboard and wished her success in her new position.

2.3 Summer Calendar for Regular Council Meetings

MO2016.93 Zariski, Hansen-Zacharuk moved that Council approve the new summer meeting schedule with the cancellation of two Regular Council Meetings on July 11th and August 8, 2016 and Committee of the Whole Meetings will be held at the call of the Mayor. Carried unanimously.

2.4 Letter from Hon. Danielle Larivee re Town of Drumheller MSI 2016 Allocation
Mayor T. Yemen presented a letter from Hon. Danielle Larivee - Minister of Municipal Affairs announcing Drumheller's 2016 MSI allocation in the total amount of \$1,917,179 which includes \$1,850,529 in capital funding and \$66,650 in operating funding.

In response to a question from Council, R. Romanetz advised that this equates to a decrease from last year in the range of \$150,000.00.

2.5 Letter from Hon. Ricardo Miranda re Concerns about the RTM Sewer System
Mayor T. Yemen presented a letter from Hon. Ricardo Miranda – Minister of Culture and Tourism in response to Drumheller's concerns about the Royal Tyrrell Museum's sewage system. He stated that the Province's letter lacks any action plan and that he will be sending another letter to reiterate that the Town requests specific funding to fix the problem because it is their responsibility. He further advised that the Town has spent considerable amount of dollars on temporary fixes but the Province needs to provide funding for a more permanent solution.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2016.94 Shoff, Garbutt 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 30, 2016

MO2016.95 Hansen-Zacharuk, McMillan moved to adopt the regular Council Meeting Minutes of May 30, 2016 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

- 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

- 8.1.1 Bylaw 13.16 being bylaw to close a portion of undeveloped road re East Coulee Hotel - first reading

R. Romanetz presented Bylaw 13.16 being a bylaw to close a portion of undeveloped road in front (north) of the East Coulee Hotel. He further presented a letter from Palm Engineering that indicates the area requires an 8 ft. setback which would allow for construction of a veranda and roof on the second floor approximately 12 ft. above grade. He explained that the hotel is going through improvements as shown in the drawings and this addition would improve the attractiveness of the building. He recommended that Council give first reading of Bylaw 13.16 which would allow for the start of the process and a public hearing will be held on July 25th to hear from all affected parties.

MO2016.96 Garbutt, Shoff moved first reading of Bylaw 13.16. Carried unanimously.

8.1.2 RFD (Direction) - Canada 150 Community Infrastructure Program

R. Romanetz presented the criteria for the Canada 150 Community Infrastructure Program which has a submission deadline of June 22nd. He stated that this is the second edition of the grant program and the Town was unsuccessful in the grant's first year program with our application for the pool modernization (which has subsequently been approved under MSI funding). He further advised that there have since been a number of changes to the grant criteria and with a stipulation that the municipality could not have incurred costs prior to April 1st. He stated that one of the primary goals of the grant program is for funding to existing recreation facility with a green growth component. He stated that our pool linear is currently being manufactured and its purpose is to reduce leakage at the pool with a reduction to maintenance and operational costs, as well as a reduction in water usage as the intention would be to take the pool out of operation when only necessary. These will yield savings as the

water does not have to be reheated or treated. This is a positive and would taken into consideration when addressing the green growth component which yields additional points.

He further advised that another project for consideration is the arena refrigeration system as the compressors are nearing the end of their life expectancy. A previous application in 2009 through a federal grant program was not approved. The project would include reconfiguring the building to change out the compressors' location to accommodate the needs of a second ice surface as well as hook into the curling rink when and if rebuilt. If the Town were to spend dollars on a new system, it would be configured to accommodate more than just the arena at an estimated cost of \$900,000. This project would also include new lighting which has been budgeted for with possible partnership dollars from the Drumheller Dragons and Minor Hockey. He stated that when tied together the project costs would be \$2.2M less the potential grant approval of \$500,000 – the difference would have to come from other sources. If approved under this grant program for the pool at \$500,000, some of the MSI dollars could be redirected by Council for the arena project. However, the difficulty is to find the unbudgeted dollars for the arena project on short notice. He stated that in reading the grant application, a municipality can make more than one application however funding is limited and the municipality must prioritize the projects. He further stated that the arena project has the advantage because the refrigeration is old and there would be greater dollars in energy savings as a result of making these changes. He further stated that the timelines were too short to get partnerships in place.

Councillor J. Garbutt stated that he would like to see an application submitted for fitness equipment along the trail network however he realizes the short timeframe and recognizes that the recommended projects are more urgent.

MO2016.97 Shoff, Hansen-Zacharuk moved that Administration submit an application to Western Economic Diversification Canada under the Canada 150 Community Infrastructure Program for a graduated entry at the Drumheller Aquaplex. Carried unanimously.

MO2016.98 Garbutt, Kolafa moved that Administration submit an application to Western Economic Diversification Canada under the Canada 150 community Infrastructure Program for a new refrigeration system at the Drumheller Arena.

Councillor T. Zariski questioned whether the Town should delay the submission of the Arena project as there may be other projects that the community wishes to put forward. He stated that he would rather brainstorm than have something in the queue that may not be a priority. Councillor L. Hansen-Zacharuk stated that Council should move forward with the two applications as presented and have a discussion on future projects. R. Romanetz advised that the criteria to the Canada 150 is specific - renovations to existing recreation facilities - the Town would be able to withdraw their submission.

Vote on Motion:

In favour – Yemen, Shoff, Hansen-Zacharuk, Garbutt, Shoff
Opposed – Zariski, McMillan
Carried.

8.1.3 RFD - Request from DARTS to Transfer Land under the Not for Profit Status

R. Romanetz advised that 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 took in an area of low lying land not only adjacent to the DARTS homes but several other property owners. At that time, it was discussed that the property owners would be able to purchase land adjacent to their property at market value. The bylaw 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 plan as Area "A" and "B"). He explained that 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. He stated that there will be other costs such as the survey, consolidation and registration costs which should be the responsibility of the property owners.

Councillor T. McMillan asked the costs for the survey. R. Romanetz stated that the survey costs would be in the amount of \$40,000 divided amongst the affected property owners. Councillor L. Hansen-Zacharuk asked the value of the land. R. Romanetz stated that the area is low lying land which extends to the bank of the river and would be relatively nominal compared to the value of land adjacent to Newcastle Trail. Council agreed to the land transfer to DARTS for \$1.00 however the other costs such as the survey, consolidation and registration costs should be the responsibility of DARTS.

MO2016.99 Garbutt, Shoff move that Council approve the transfer of land within Plan 2193CC Block 51 Area "A" and "B" as identified on the plan to Drumheller and Region Transition Society in the amount of \$1.00 and for the land to be consolidated with the existing titles. Carried unanimously.

8.1.4 RFD - Sandstone Manor - 2016 Taxes Cancellation

B. Miller advised that 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. 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. She further advised that the RFD states that the 2015 amounts and the request is for \$9851.88 leaving \$3044.16 remaining that is due for the ASFF Tax.

MO2016.100 Garbutt, Shoff moved to cancel the municipal portion of Sandstone Manor taxes in the amount of \$9851.88 for the 2016 tax year. Carried unanimously.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.4. DIRECTOR OF COMMUNITY SERVICES

8.4.1 P. Salvatore provided an overview of the Canada Day activities. Councillor J. Garbutt stated that the Town needs to put aside appropriate funds to celebrate Canada's 150 birthday next year.

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)
Councillor J. Garbutt stated that this matter should have appeared before Council in March when the budget passed by the Province. He stated that the social housing is income specific (30% of income for rental rates in Hunts and Greentree) however this item only deals with Hunts community housing as it is the only area where the municipality has a stake in. He stated that the Town is responsible for 10% of the operating budget deficient which is \$5364.00.

MO2016.101 Garbutt, Hansen-Zacharuk moved that Council adopt the 2016 operating budget for Hunts Affordable Housing. Carried unanimously.

14.0 IN-CAMERA MATTERS MO2016.101 Hansen-Zacharuk, Shoff moved to go in camera at 5:25 PM. Carried unanimously.

14.1 Labour Matter

14.2 Personnel Matter

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Regular Council Meeting Minutes
June 13, 2016

Agenda Item # 5.1.1

MO2016.102 Hansen-Zacharuk, Kolafa moved to revert to regular Council meeting at 6:25 PM. Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 6:25 PM.

Chief Administrative Officer

Mayor



**Municipal Planning Commission
MINUTES
Meeting of Thursday May 5, 2016**

Present: Paul Salvatore, Director of Community Services
Cynthia Cvik - Palliser Regional Municipal Services Representative
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
Scott Kuntz, Member

Absent: Clayton Gillis, Member - regrets

Guests: A delegation was present at 12:02 pm to speak to Agenda item 3.2 – exited at 12:26 pm
Laura Dougan
Matt Paproski

1.0 CALL TO ORDER – 12:02 pm

S. Francis presented the Agenda for May 5, 2016 meeting.

1.1 Agenda – Additions or Deletions
No addition or deletions

1.2 Acceptance of Agenda

Motion: S. Kuntz moved to accept the agenda of May 5, 2016 as presented.
Second: – S. Gallagher. Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 April 7, 2016

Motion: S. Gallagher moved to accept the minutes of April 7, 2016
Second: – T. Zariski. Carried

3.0 DEVELOPMENT PERMITS

3.1 T00039-15D – Old Grouch's – Outside patio seating area

J. Steeper presented Development Permit T00039-15D submitted by Old Grouchs for an outside patio seating area located at 87 Bridge Street, Drumheller on Plan 4317CQ; Block 2; Lot 26-27. Zoning is "Hwy-C" Highway Commercial District.



J. Steeper advised this application is for an outside patio seating area, within the property lines, will be of wood construction. The site plan was submitted on April 25, 2016. Seating for the patio will be a maximum of 40. A 5 foot board fence will be on the highway side of the patio. Parking bylaw is 1 parking spot for every 4 seats. The applicant has spoke with other businesses in the area and has permission to use their parking space: Water Pure and Simple as well as the Welding Shop across the highway.

Municipal Planning Commission members discussed the application. Concerns raised in regards to landscaping and parking.

Motion: T. Zariski moved to approve Development Permit T00039-15D submitted by Old Grouchs for an outside patio seating area located at 87 Bridge Street, Drumheller on Plan 4317CQ; Block 2; Lot 26-27, 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. All portions of a site not covered by structures, parking, or vehicular circulation areas shall be landscaped. The preferred materials for landscaping in the Town of Drumheller are grass, trees, shrubs, and flowers. Combinations of suitable hard and soft landscaping material may be acceptable as per the Drumheller Landscaping Policy 04-02.
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. 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.
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.

Second: S. Shoff. – Carried



3.2 T00110-16D – Matthew T. Paproski – Home Occupation

J. Steeper presented Development Permit T00110-16D submitted by Matthew T. Paproski for a home occupation located at 3036 Highway 10, Drumheller on SW-32-28-19-W4. Zoning is "CR" Country Residential District. A kennel is a discretionary use in this district.

J. Steeper advised the application is for a kennel, media production, Construction and Zoo Services, which involves a fenced enclosure with 4 sides and a shelter inside built to Government standards to house 2 wolves. The wolves are in training.

Matthew Paproski and Laura Dougan presented letters from Town of Kindersley, R.M. of Newcombe and letter of permission from the property owner to operate his home-based business including housing of wildlife and domestic animals. Matthew gave a history of where he and Laura have lived and worked; along with a history on the wild life film(s) he has worked on. Matthew presented information on the containment of the wolves; escape and recovery plan, permits required for the movement of the animals and detailed information on the enclosure used for housing the wolves. As per the Conditions for import permit #546568 IP for Wildlife Wranglers Productions Inc dated February 17, 2016;

"At no time shall members of the public and/or other unauthorized parties be allowed within three feet of any animal on display under this permit which could cause serious bodily injury to the public or unauthorized parties. Physical contact by the public or any unauthorized party, with any animal which could cause bodily injury, shall not be allowed."

Municipal Planning Commission members discussed the application. It was noted the letters presented were from 2011, 2012 and 2014. No site visit has been done by the Town of Drumheller. Discussion on the film shooting policy and film permits.

Land Use Bylaw 10-08, defines "Kennel"

"means any place where three or more dogs and/or 5 or more cats over the age of 90 days are cared for, maintained, boarded, bred or trained whether or not the owner receives compensation for such activities."

P. Salvatore read from Bylaw No. 06.13 For the Purposes of Regulating Animals and Activities in Relation to Them,

"10.2 No person shall keep exotic animals unless such animals are maintained in accordance with required provincial and federal permits, policies and any other law regulating their possession."

Motion: S. Shoff moved to approve Development Permit T00110-16D submitted by Matthew T. Paproski for a home occupation located at 3036 Highway 10, Drumheller on SW-32-28-19-W4.

Second: T. Zariski

Vote: all opposed – application refused on definition of a kennel as per the Land Use Bylaw 10-08.

Motion: S. Shoff moved to refer Development Permit T00110-16D submitted by Matthew T. Paproski for a home occupation located at 3036 Highway 10, Drumheller on SW-32-28-19-W4, to the film production permit.

Second: T. Zariski

Vote: 3 for the motion, 2 opposed – Carried.

The Municipal Planning Commission refused the application for a Kennel for the following reasons;

The proposed use does not meet the definition of a kennel as per the Land Use Bylaw 10-08, Part 1 Purpose and Definitions, " 'Kennel' means any place where three or more dogs, and/or 5 or more cats over the age of 90



days are cared for, maintained, boarded, bred, or trained whether or not the owner receives compensation for such activities.”

Note: The Municipal Planning Commission would like to offer you a film production permit valid for 6 months so that a valid business licence can be obtained while you proceed to apply for a Land Use Bylaw Amendment. Please contact Paul Salvatore at 403-823-1316 to apply for the film production permit.

3.3 T00121-16D – Jamie Pugh – Deck on the front of the house

J. Steeper presented Development Permit T00121-16D submitted by Jamie Pugh for a deck on the front of the house located at 100 1 Avenue, East Coulee on Plan RW306; Block C. Zoning is “UT” Urban Transitional District. A Dwelling – single detached – on existing parcels only is a discretionary use.

J. Steeper advised this application is for a deck on the front of the house, set back from the property line to the deck would be 25 feet. The deck will run the width of the house. There is an existing deck on the rear of the home

Municipal Planning Commission members discussed the application.

Motion: S. Gallagher moved to approve Development Permit T00121-16D submitted by Jamie Pugh for a deck on the front of the house located at 100 1 Avenue, East Coulee on Plan RW306; Block C, subject to the following conditions;

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

Second: S. Clark. – Carried

3.4 T00137-16D – Sublime – Seating on Town property

J. Steeper presented Development Permit T00137-16D submitted by Sublime Food and Wine for seating on Town property located at 109 Centre Street, Drumheller on Plan 3099AD; Block 31; Lot 18-19. Zoning is “DT” Downtown Transition District.



J. Steeper advised this application is to place 4 or 5 picnic tables and lend out picnic blankets for seating on the Town property adjacent to the Sublime property. Food and drinks would be served from the back deck. The application noted that the applicant presently cares for the this grass section and would continue to do so.

Municipal Planning Commission members discussed the application.

Motion: S. Kuntz moved to approve Development Permit T00137-16D submitted by Sublime Food and Wine for seating on Town property located at 109 Centre Street, Drumheller on Plan 3099AD; Block 31; Lot 18-19, 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. 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 by October 31, 2016 as per the Seasonal Patio Policy.

Second: S. Gallagher. – Carried



3.5 T00147-16D – Bernard Germain – Cooler

J. Steeper presented Development Permit T00147-16D submitted by Bernard Germain for a cooler located at 305 4 Street West, Drumheller on Plan 2193CC; Block 41; Lot 2. Zoning is "DT" Downtown Transition District.

J. Steeper advised this application is to place a 13 foot by 11 foot by 8.5 foot tall cooler on a concrete slab outside the restaurant for produce, dairy and meat storage. The placement of the cooler meets all setback requirements.

Municipal Planning Commission members discussed the application.

Motion: S. Shoff moved to approve Development Permit T00147-16D submitted by Bernard Germain for a cooler located at 305 4 Street West, Drumheller on Plan 2193CC; Block 41; Lot 2, 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. Placement of construction as per plans submitted with application.
4. All necessary permits (building, electrical, plumbing, etc) to be in place prior to any construction/installations.
5. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
6. 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 Authority that the building is occupiable for such purposes.
7. Applicant to ensure authorization from the property owner is obtained prior to any renovation/modification.
8. 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.
9. Development application is required for signage placement and made under separate application prior to placement.
10. 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.
11. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
12. 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.
13. Outdoor storage shall be screened from view by fencing and landscaping to the satisfaction of the Development Authority. Where the site abuts a residential district, visual screening to a minimum height of 1.5 m (5 ft.) shall be provided.
14. 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.

Second: S. Kuntz. – Carried



3.6 T00143-16D – Grant Johnson – Tourist Dwelling

J. Steeper presented Development Permit T00143-16D submitted by Grant Johnson for a tourist dwelling located at 140 Centre Street, Drumheller on Plan 3099AD; Block 30; Lot 13-14. Zoning is "DT" Downtown Transition District.

J. Steeper advised this application is to use this house as a tourist dwelling. The house is 555 square foot bungalow, with 1 bedroom, 1 bathroom with a sofa bed in the livingroom. The accommodation would sleep up to 4 people. There is existing off street parking for 2 vehicles.

Municipal Planning Commission members discussed the application.

Motion: T. Zariski moved to approve Development Permit T00143-16D submitted by Grant Johnson for a tourist dwelling located at 140 Centre Street, Drumheller on Plan 3099AD; Block 30; Lot 13-14, 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. Tourist Dwelling means a single dwelling unit: occupied by guests for a temporary period less than 28 days; contains sleeping and sanitary facilities and may contain cooking or eating facilities; occupied by a single party at any given time; maximum occupancy to be limited by the number of rooms available for sleeping accommodation and shall be determined by the development authority.
5. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission.
6. A Tourist Dwelling shall not have signage associated with the use.
7. An owner or manager shall be available within the Town of Drumheller at all times when the tourist dwelling is being used.
8. The owner or manager shall maintain garbage to the satisfaction of the Development Authority.
9. Tourist dwellings shall not cause or create nuisance factors that extend beyond what is normal and incidental to residential uses.
10. The site and buildings, structures and improvements shall be maintained in a clean, neat, tidy and attractive condition and free from all rubbish and debris.
11. Development to conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
12. On-site parking shall be provided at all times for all guests.
13. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire Authority and Health Authority that building is occupiable for such purposes.
14. The development shall be revocable at any time, if the use is or has become detrimental to the amenities of the neighbourhood.

Second: S. Gallagher. – Carried



3.7 T00154-16D – Mary Ellen Smith – Deck extension

J. Steeper presented Development Permit T00154-16D submitted by Mary Ellen Smith for a deck extension located at 325 2 Street East, Drumheller on Plan 2691BC; Block 17; Lot 13-14. Zoning is "R1-A" Residential District

J. Steeper advised this application is to extend the rear entry deck along the left side of the house to join the side deck to the front existing deck. The home has 3 entrances, one at the rear, one at the side and one at the front; all are elevated entrances.

Municipal Planning Commission members discussed the application.

Motion: S. Shoff moved to approve Development Permit T00154-16D submitted by Mary Ellen Smith for a deck extension located at 325 2 Street East, Drumheller on Plan 2691BC; Block 17; Lot 13-14, subject to the following conditions;

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

Second: S. Kuntz. – Carried

3.8 T00015-16D – Len Gerrard – East Coulee Hotel

J. Steeper presented Development Permit T00015-16D submitted by Len Gerrard for renovations to the East Coulee Hotel located at 491 1 Avenue, East Coulee on Plan 0111310; Block 1; Lot 35. Zoning is "C-1" Local Commercial District.

J. Steeper advised this application is to add a balcony 6 feet wide, to the south (rear of the building) and adding entry doors to the roof of the building. For installation of a wheelchair ramp. This will bring the building back to a better status inside and out.

NOTE: The balcony to the front would encroach to the street and would have to have a road closure, therefore not being considered on the development permit at this time.

Municipal Planning Commission members discussed the application.



Motion: S. Shoff moved to approve Development Permit T00015-16D submitted by Len Gerrard for renovations to the East Coulee Hotel located at 491 1 Avenue, East Coulee on Plan 0111310; Block 1; Lot 35, subject to the following conditions;

1. Development shall conform to Land Use Bylaw 10-08.
2. All necessary safety codes permits (ie; building, electrical, gas, plumbing) to be in place prior to construction/renovations.
3. Development to conform and meet the requirements of the Regional Fire and Health Authority. Prior to commencement of occupancy and/or activities, confirmation must be provided to the Development Officer from the Local Fire and Health Authority that the building(s) are occupiable for such purposes.
4. Construction shall be in conformance with the Alberta Building and Fire codes.
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 of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
6. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares.
7. Commercial developments abutting a residential district shall be screened from view to the satisfaction of the Development Authority.
8. Any and all improvements including but not limited to driveways, curb cuts, service connections, etc. at owners' expense. Please contact Public Works at 823-1330 for authorization, information and/or specifications.
9. All portions of a site not covered by structures, parking, or vehicular circulation areas shall be landscaped. The preferred materials for landscaping in the Town of Drumheller are grass, trees, shrubs, and flowers. Combinations of suitable hard and soft landscaping material may be acceptable as per the Drumheller Landscaping Policy 04-02.
10. Development to conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
11. Contractor(s) to have a valid Business License with the Town of Drumheller.
12. Annual Business License is required.

Second: T. Zariski. – Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

4.1 No Discussion Items

5.0 OTHER DISCUSSION ITEMS

5.1 Updates



6.0 Adjournment – Meeting adjourned by S. Francis at 2:15 pm.

Chairperson

Development Officer

Attachments: Agenda – May 5, 2016



**Municipal Planning Commission
MINUTES
Meeting of Thursday June 2, 2016**

Present: Paul Salvatore, Director of Community Services
Julie Steeper, Development Officer
Linda Taylor, Recording Secretary
Shawn Francis, Chairperson
Sharon Clark, Vice Chairperson
Stacey Gallagher, Member
Scott Kuntz, Member
Clayton Gillis, Member

Absent: Cynthia Cvik - Palliser Regional Municipal Services Representative - regrets
Tom Zariski, Councillor/Member – regrets
Sharel Shoff, Councillor/Member

Guests: A delegation was present at 12:05 pm to speak to Agenda item 3.2 – exited at 12:25 pm
Marnee Chapin

1.0 CALL TO ORDER – 12:05 pm

S. Francis presented the Agenda for June 2, 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 June 2, 2016 as presented.

Second: – S. Kuntz. Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 May 5, 2016 – not completed

3.0 DEVELOPMENT PERMITS

3.1 T00159-16D – Bonnie-Gaye Polych – Small greenhouse

J. Steeper presented Development Permit T00159-16D submitted by Bonnie-Gaye Polych for a small greenhouse located at 765 Excelsior Avenue, Drumheller on SE-7-28-19-W4. Zoning is "A" Agricultural District.

J. Steeper advised this application is for a small greenhouse for personal use; for growing vegetables and flowers. The property is 11 plus acres in size.



Municipal Planning Commission members discussed the application.

Motion: S. Clark moved to approve Development Permit T00159-16D submitted by Bonnie-Gaye Polych for a small greenhouse located at 765 Excelsior Avenue, Drumheller on SE-7-28-19-W4, subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Placement of construction as per submitted site plan.
3. An accessory building shall be located at least 4.57 m (15 ft.) from any principle building.
4. Construction to be in accordance with the Alberta Building Code.
5. Contact Alberta One-Call to request that buried utilities be located and marked before you dig; secondary utilities are the property owners responsibility. 1-800-242-3447 Alberta One-Call.
6. If the holder of the permit wishes to make any changes from the site plan, the details of the application or from any condition, guideline or restriction imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development permit application may be necessary.
7. All necessary Safety Codes permits (building, electrical, gas, plumbing, etc.) to be in place prior to commencement of any construction/installation.
8. Any and all local improvements including, however not limited to driveways, frontage charges, water/sewer services, are at the expense of the owner.
9. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
10. All Contractors and Sub-Contractors to be in possession of a valid Town of Drumheller business license.
11. External finished appearance to be compatible with existing development and to the satisfaction of the Development Authority.

Second: S. Kuntz. – Carried

3.2 T00161-16D – Drumheller Minor Soccer – Field / Club House

J. Steeper presented Development Permit T00161-16D submitted by Drumheller Minor Soccer for a Field / Club house located at 702 9 Street SW, Drumheller on Plan 9710916; Block 11; Lot 22. Zoning is "M-2" Medium Industrial District.

M. Chapin advised this application is for a field / club house for the minor soccer club to house changing rooms, washrooms, concession and storage. The Club has \$100,000 available for the building and have been actively fund raising as well as applying for grants. Starland County has offered to do in kind work.

Municipal Planning Commission members discussed the application.

Motion: C. Gillis moved to approve Development Permit T00161-16D submitted by Drumheller Minor Soccer for a Field / Club house located at 702 9 Street SW, Drumheller on Plan 9710916; Block 11; Lot 22, subject to the following conditions;

1. Development shall conform to Land Use Bylaw 10-08.
2. All necessary permits (building, electrical, plumbing, etc) to be in place prior to construction/installations.



3. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
4. Must conform to the Town of Drumheller Community Standards Bylaw (16-10).
5. Development to conform and meet the regulations and/or guidelines of Alberta Environment.
6. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development application may be necessary.
7. Development application is required for signage placement and to be made under separate application prior to placement.
8. Development to conform and meet the requirements of the local Fire and Health Authority.
9. Development to conform to any and all other pertinent Municipal, Provincial or Federal legislation.
10. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. Separate containment must be provided for the disposal and recycling of cardboard materials.
11. The structure should be designed as portable to minimize relocation costs if required in the future.
12. If the Letter of Understanding dated August 30, 2001 is terminated the Drumheller Minor Soccer shall be responsible for all costs associated with the removal of the building.

Second: S. Kuntz. – Carried

3.3 T00164-16D – Dueck Management Inc – Seasonal patio

J. Steeper presented Development Permit T00164-16D submitted by Dueck Management Inc for a seasonal patio located at 700 Highway 9 South, Drumheller on Plan 4047EP; Block OT. Zoning is "HWY-C" Highway Commercial District.

J. Steeper advised this application is to have a seasonal patio on the restaurant property on the existing cement pad. The submitted plan shows 68 seats inside and 64 seats outside on the patio with a 4 foot patio fence. Parking is 1 spot for every 4 seats; the requirement is met with existing parking.

Municipal Planning Commission members discussed the application.

Motion: S. Gallagher moved to approve Development Permit T00164-16D submitted by Dueck Management Inc for a seasonal patio located at 700 Highway 9 South, Drumheller on Plan 4047EP; Block OT, 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. All portions of a site not covered by structures, parking, or vehicular circulation areas shall be landscaped. The preferred materials for landscaping in the Town of Drumheller are grass, trees, shrubs, and flowers. Combinations of suitable hard and soft landscaping material may be acceptable as per the Drumheller Landscaping Policy 04-02.
4. 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.
5. Applicant to ensure authorization from the property owner is obtained prior to any renovation/modification.
 6. Placement of construction as per plot plan submitted.
 7. Construction to be in accordance with the Alberta Building Code.
 8. All necessary permits (building, electrical, gas, plumbing and private sewage) to be in place prior to construction/installations.
 9. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services.
 10. External finished appearance of the proposed construction to be compatible with that of existing development and to the satisfaction of the Development Authority.
 11. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
 12. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
 13. Contractor(s) to have a valid Business License with the Town of Drumheller.

Second: C. Gillis. – Carried

3.4 T00165-16D – 1905407 AB Ltd / Shell – Addition to existing building

J. Steeper presented Development Permit T00165-16D submitted by 1905407 AB Ltd / Shell for an addition located at 200, 680 2 Street SE, Drumheller on Plan 9512135; Block 11; Lot 6. Zoning is "HWY-C" Highway Commercial District.

J. Steeper advised this application is to do an expansion on the existing C-store building; the addition of walk-in coolers and renew existing washrooms. The addition would require a side variance of over 20% which exceeds MPC's approval limitation.

Municipal Planning Commission members discussed the application.

Motion: S. Gallagher moved to refuse Development Permit T00165-16D submitted by 1905407 AB Ltd / Shell for an addition located at 200, 680 2 Street SE, Drumheller on Plan 9512135; Block 11; Lot 6, as per the following;

1. The proposed addition to the structure is located within a HWY-C – Highway Commercial District and does not meet the side setback requirements "3 m (10ft) in all other cases." As per Land Use Bylaw Part VI, (32) HWY-C – Highway Commercial District, C (3(b)) Page 96.
2. The proposed addition exceeds a side variance of 20% which is the maximum relaxation that the Municipal Planning Commission can approve as per Land Use Bylaw Part III – Development Permits, 7(a) Page 34.

Second: S. Kuntz. – Carried



4.0 PALLISER REGIONAL MUNICIPAL SERVICES

4.1 No Discussion Items

5.0 OTHER DISCUSSION ITEMS

5.1 Updates

Christ the Redeemer School – Sports field & running track – will be brought back to the Municipal Planning Commission as a sports field.

5.2 Resignation of S. Francis

I will be stepping down from MPC at the end of June. I am starting a new position with the Saskatchewan Ministry of Environment as their provincial Cumulative Effects Specialist. This will involve a combination of regional planning, species at risk, and other strategic initiatives, so will be a good fit with my skills and interests. I will be working from Drumheller for the next while and then our family will be relocating to Saskatoon in July 2017. But this fall/winter I will be in Saskatoon/Regina frequently, and we will be away for much of the summer. So I thought this would be the appropriate time to step down from MPC, plus I have been on the commission for a long time (6 years!).

I have really enjoyed working with everyone over the years, but think that our current group is particularly strong, and know that things are in great hands moving forward. The new meeting room has also made a big difference to the overall 'feel' of the meetings, versus the 'judicial' feel of the old meeting chambers. I would also like to acknowledge the excellent support provided by you, Julie and Paul. I'm going to miss participating in MPC, so it is with mixed feelings that I am stepping down.

I hope we have the opportunity for one last meeting before the end of June (June 16 and June 30 are clear, but I am out of town on June 23 for work).

6.0 Adjournment – Meeting adjourned by S. Francis at 1:50 pm.

Chairperson

Development Officer

Attachments: Agenda – June 2, 2016



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.1



Request for Decision

Date: June 24, 2016

Topic:	WHEATLAND COUNTY REGIONAL INFRASTRUCTURE SERVICES PROGRAM FUNDING		
Proposal:	Wheatland County has approved a redistribution of 0.25 mill of their Non Residential Property tax to their neighbouring municipalities that provide infrastructure related services to their residents based on a calculation of Wheatland's total population divided by the service area population. For Drumheller, this equates to 2.4% of their residents using our facilities (coming from Dalum north). The amount Drumheller will receive is \$17,974.86 of a total \$750,000 grant disbursement. It is an annual payment for 5 years.		
Proposed by:	Wheatland County		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	That Council approve Wheatland County's Regional Infrastructure Services Program Funding Agreement with the Town of Drumheller as presented. Cd.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

	Created By: Linda Handy	1
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WHEATLAND COUNTY

Where There's Room to Grow

Office of the Chief Administrative Officer

14 June 2016

ATTN: Chief Administrative Officers
Village of Hussar
Village of Rockyford
Village of Standard
Town of Strathmore
Town of Drumheller

RE: **Wheatland County Regional Infrastructure Services Program (CRISP) Funding**

Please be advised that the Wheatland County Council has approved their 2016 Annual Budget, and included in the budget is a tax redistribution of 0.25mill of the Non Residential Property tax to our urban municipalities and hamlet service groups that provide infrastructure related services to Wheatland County Residents.

Attached you will find a grant agreement indicating the limited conditions of this funding. Please review sign/seal and return to my attention. Following receipt of all signed and sealed agreements the payments will be sent to the respective communities.

Please contact me, should you have any questions regarding this funding.

Yours Truly,


Alan Parkin, MBA, RET, CLGM
Chief Administrative Officer

Encl: Grant Agreement

cc: Jim Laslo

Agenda Item # 8.1.1

THIS AGREEMENT made in duplicate this 14th day of June, 2016.

MEMORANDUM OF AGREEMENT BETWEEN:

WHEATLAND COUNTY
a Municipal Corporation located in the Province of Alberta
(hereinafter referred to as the "County")

OF THE FIRST PART

-and-

The Municipal Corporations and Community Organization signatory to this document
(referred to hereinafter as "The Parties")

OF THE SECOND PART

WHEREAS, the County provides County Regional Infrastructure Services Program (CRISP) Grant Funding to the Parties, conditional upon the following:

- The Parties provide infrastructure required services utilized by Wheatland County taxpayers,
- The Parties are municipalities and hamlets that have a minimum population of 150,
- The Parties must, in all forms of communication, acknowledge Wheatland County as the source of the CRISP funding should they decide to reallocate the funding,

NOW THEREFORE, THIS AGREEMENT WITNESSES that in consideration of the covenants, undertakings and agreements hereinafter set forth, the parties agree as follows:

A. DEFINITIONS

1. Infrastructure – Basic physical and organizational structures and facilities (ie. Buildings, roads, and electrical systems).
2. CRISP – County Regional Infrastructure Services Program of Wheatland County
3. Non-residential tax rate – Mill rate applied to the non-residential properties within Wheatland County. Calculated by dividing the Non Residential Assessed Value by 1000.

B. ADMINISTRATION AND AUTHORITY:

1. Subject to annual approval of Wheatland County Council, CRISP funding will be made available to the Parties in August annually for the term of the agreement.
2. Prior to receipt of the funds, a representative from the Parties must be available to meet with County representatives for a photograph and any other promotion deemed necessary by the County.

C. TERM OF CONTRACT:

1. This Agreement shall be for the calendar years 2016-2020.

D. FINANCES AND RECORD KEEPING:

1. CRISP funding will be allocated according to the formula indicated on Schedule A of this agreement. This schedule may be altered at the discretion of the County, but not without sixty (60) days written notice to the Parties.
2. Upon allocation of funds, the Parties will provide the County a written list, signed by the mayor in the form of a letter reporting the projects upon which CRISP funds were expended within the calendar year in which the funds were allocated. The letter will be available to the public via County Website.

E. TERMINATION OF AGREEMENT:

1. If any of The Parties cease to exist as separate entities during the term of this agreement, the funds may be redistributed to the remaining entities using the CRISP funding formula as a basis.
2. Should Provincial Legislation change in regards to Non Residential Tax Structure, the County has the right to terminate this agreement with sixty (60) days written notice to the Parties.

Agenda Item # 8.1.1

IN WITNESS WHEREOF THIS AGREEMENT IS EXECUTED ON BEHALF OF THE PARTICIPATING MUNICIPALITIES (PRIVATE ORGANIZATIONS), THE HANDS OF THEIR OFFICERS DULY AUTHORIZED IN THAT BEHALF AND UNDER EACH OF THEIR MUNICIPAL SEAL AFFIXED:

Municipality/Signatures

Date

Wheatland County

SEAL

Village of Hussar

SEAL

Village of Rockyford

SEAL

Village of Standard

SEAL

Town of Strathmore

SEAL

Town of Drumheller

SEAL

SCHEDULE "A"
Calculations for CRISP Funding

Percentage based on Computed County Service Population

Village of Hussar

$$.25 \text{ mill} \times \frac{\text{Non Residential Assessed Value}}{1000} \times 9.5\%$$

Village of Rockyford

$$.25 \text{ mill} \times \frac{\text{Non Residential Assessed Value}}{1000} \times 14.1\%$$

Village of Standard

$$.25 \text{ mill} \times \frac{\text{Non Residential Assessed Value}}{1000} \times 12.0\%$$

Town of Strathmore

$$.25 \text{ mill} \times \frac{\text{Non Residential Assessed Value}}{1000} \times 27.3\%$$

Town of Drumheller

$$.25 \text{ mill} \times \frac{\text{Non Residential Assessed Value}}{1000} \times 2.4\%$$

- * The remainder of funds set aside to be distributed to the communities of Gleichen and Carseland at the discretion of Wheatland County.
- * Non Residential Assessed Value is Wheatland County's Non Residential Assessed Value.