

# **Town of Drumheller COUNCIL MEETING AGENDA**

**April 16, 2018 at 4:30 PM  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, Alberta**



Page

## **1.0 CALL TO ORDER**

3 1.1 Proclamation for Volunteer Week April 15 - 21, 2018

## **2.0 MAYOR'S OPENING REMARK**

## **3.0 PUBLIC HEARING**

## **4.0 ADOPTION OF AGENDA**

## **5.0 MINUTES**

### **5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES**

4-9 5.1.1 Regular Council Meeting Minutes for April 3, 2018

### **5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION**

### **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. ACTING CAO**

10-12 8.1.1 RFD (Direction) - Fenced Dog Park - Planning and Design

13-16 8.1.2 RFD (Direction) - Brownfield Redevelopments

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**8.1. ACTING CAO**

17-18 8.1.3 RFD - Assessment Review Board Appointment

**8.2. DIRECTOR OF INFRASTRUCTURE SERVICES**

**8.3. DIRECTOR OF CORPORATE SERVICES**

19-22 8.3.1 Bylaw 05.18 being a bylaw to set the 2018 mill rate - three readings

**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 Mayor Heather Colberg - Youth Representatives

**14.0 IN-CAMERA MATTERS**

**PROCLAMATION  
VOLUNTEER WEEK**

**WHEREAS** the volunteer spirit that helped to build the Town of Drumheller is alive and strong today, and

**WHEREAS** each year many citizens commit their time and talents to improve the quality of life for our entire community, and

**WHEREAS** the entire community benefits from the valuable contributions that volunteers make, and

**WHEREAS** this year's theme is **“Celebrate the Value of Volunteering – building confidence, competence, connections and community”**.

**THEREFORE** I, Mayor Heather Colberg, do hereby proclaim April 15 – 21, 2018 as “Volunteer Week” in the Town of Drumheller.

Dated April 16, 2018

**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

**April 3, 2018 at 4:30 PM**

**Council Chamber, Town Hall**

224 Centre Street, Drumheller, AB, T0J 0Y4



**PRESENT:**

**MAYOR:**

Heather Colberg

**COUNCIL:**

Kristyne DeMott

Tony Lacher

Fred Makowecki

Lisa Hansen-Zacharuk

Tom Zariski

**CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**

Darryl Drohomerski

**DIRECTOR OF INFRASTRUCTURE SERVICES:**

Armia Mikhael

**DIRECTOR OF CORPORATE SERVICES**

Barb Miller

**DIRECTOR OF PROTECTIVE SERVICES:**

Greg Peters

**DIRECTOR OF COMMUNITY SERVICES:**

Paul Salvatore

**RECORDING SECRETARY:**

Linda Handy

**Absent:** Councillor Jay Garbutt

**1.0 CALL TO ORDER**

Mayor Heather Colberg called the meeting to order at 4:30 PM.

**2.0 MAYOR'S OPENING REMARK**

Mayor Colberg congratulated Brent Scarlett for 22 years and Gord Cunningham for 20 years of service to the community and wished them well in their retirement.

Mayor Colberg announced that the Volunteer Appreciation will be held on April 17<sup>th</sup> and encouraged all volunteers to register for the supper to be held on this evening.

Mayor Colberg thanked Bob Sheddy and John Shoff for the installation of the downtown sound system. She stated that she has had positive comments on the music piped through the speakers.



Mayor Colberg encouraged all residents to vote for Drumheller to be the friendliest rider community via the contest at - [www.riderfriendlycontest.ca](http://www.riderfriendlycontest.ca). She explained that voting can be done daily until April 14<sup>th</sup>.

### **3.0 PUBLIC HEARING**

### **4.0 ADOPTION OF AGENDA**

Additions to Agenda: 8.5 Human Society and In camera – Land Matter

**MO2018.58** Zariski, Makowecki moved to adopt the agenda as amended. Carried unanimously.

### **5.0 MINUTES**

#### **5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES**

##### **5.1.1 Regular Council Meeting Minutes of March 19, 2018**

**MO2018.59** Hansen-Zacharuk, Lacher moved to adopt the Regular Council Meeting Minutes of March 19, 2018 as presented. Carried unanimously.

#### **5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION**

#### **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 05.17 being a bylaw to incur indebtedness by the issuance of debenture in the amount of \$516,000 for the purpose of Flood Mitigation in East Midland and Newcastle through berm enhancement and construction – second and third reading  
D. Drohomerski advised that Bylaw 05.17 received first reading on June 26, 2017. He explained that adoption of the bylaw would allow the Town to borrow for the Town's portion of the project costs. He stated that borrowing rates are reasonable now and when you spread the debt over 20 to 30 years, the costs are shared with future generations.

**MO2018.60** Zariski, DeMott moved for second reading of Bylaw 05.17.

In response to questions from Council, B. Miller clarified that at the end of 2018 when we take on three new debentures, the interest component will increase \$50,000 however some of that will be utility funded. She noted that the current debt servicing tax

supported is 24.69% and that amount drops to 17.48% at the end of 2018 with the utilities increasing 1%.

Vote on motion: Carried unanimously.

**MO2018.61** Lacher, Makowecki moved third reading of Bylaw 05.17. Carried unanimously.

8.1.2 Bylaw 04.18 being a bylaw to incur indebtedness by the issuance of debenture in the amount of \$497,400 for the purpose of Flood Mitigation in Central Drumheller through berm enhancement and construction – first reading

D. Drohomerski advised that Bylaw 04.18 requires first reading as it was defeated last year as concerns were raised at that time with funding mechanisms. He recommended that Council proceed to first reading to allow for the advertising requirements.

**MO2018.62** Zariski, Hansen-Zacharuk moved first reading of Bylaw 04.18. Carried unanimously.

8.1.3 RFD – Appointments to the Badlands Scholarship Selection Committee

D. Drohomerski advised that in 1992, the former M.D. of Badlands put aside \$20,000 for scholarship funds from the interest earned from the investment. At that time, it was intended that the Selection Committee be comprised of public at large members however in the past several years Administration has formed the Selection Committee. He further advised that vacancies to this Committee have been advertised with three applications received from Cindy Gerodo, Jan Quinney and Tom Dooley.

**MO2018.63** Lacher, Hansen-Zacharuk moved that Council approve the appointments of Cindy Gerodo, Jan Quinney and Tom Dooley for a three year term expiring on the date of Council's 2020 Annual Organizational Meeting.

In response to a question from Council, B. Miller advised that she will confirm the balance of this account.

Vote on Motion: Carried unanimously.

8.1.4 RFD – Appointments to the Policing Committee

D. Drohomerski advised that the Policing Committee has three vacancies for public at large members from within Drumheller boundaries; one public at large member from within the Starland County boundaries; one public at large member from the Delia area and one public at large member from the rural area. Over the past two years, the Town has received seven applications for the public at large members from the Drumheller area of which four are new applications: Jo Jensen, Don Loro, Kalan Sykes and Keith Hodgson; and three current members have resubmitted their names: Larry Keddie (Drumheller), Karen Neill (Starland) and Robert Sargent (Delia). He further advised that Council at their meeting held on November 27, 2017 appointed Jim Decore for a further one year term. He stated that the Policing Committee has reviewed the

applications and is recommending the reappointments of Larry Keddie, Karen Neill and Robert Sargent. He explained that the Policing Committee will review the remaining names that have been submitted for the public at large vacancies and a recommendation will come forward to Council in the near future.

**MO2018.64** Lacher, Zariski moved to accept the recommendation of the Policing Committee and approve the appointments of Larry Keddie, Karen Neill and Robert Sargent for a three year term expiring on the date of Council's 2020 Annual Organizational Meeting.

In response to a question from Council, G. Peters explained that the selection criteria is outlined in the Policing Committee Policy Manual however some sections of the manual have been amended. Once the Policing Committee has done their final review of the manual, it will be presented to Council for approval along with a selection from the remaining applicants.

Vote on Motion: Carried unanimously.

#### 8.1.5 RFD – Habitat for Humanity

D. Drohomerski advised that Habitat for Humanity is building a duplex property within Drumheller. He further advised that they have requested that the Town consider waiving the development and permit fees for this project, as an in-kind contribution for this project. He explained that the Town has asked Superior Safety Codes whether they would consider waiving their fees and they have agreed.

**MO2018.65** DeMott, Hansen-Zacharuk moved that Council waive the building and development permit fees for the 2018 Habitat for Humanity project as a one-time only request. Carried unanimously.

### 8.2 DIRECTOR OF INFRASTRUCTURE SERVICES

### 8.3 DIRECTOR OF CORPORATE SERVICES

### 8.4. DIRECTOR OF COMMUNITY SERVICES

### 8.5 DIRECTOR OF PROTECTIVE SERVICES

#### 8.5.1 Update on the Humane Society

G. Peters advised that he has met with the Humane Society and they are willing to appear before Council as a delegation in light of the new Community Assistance Policy. Councillor T. Zariski stated that the Humane Society does wonderful work within our community and they would be a worthy recipient of assistance under this policy. Council asked that during their presentation that they share their volunteer and donation numbers.

### 9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

**10.0 PUBLIC HEARING DECISIONS**

**11.0 UNFINISHED BUSINESS**

**12.0 NOTICE OF MOTION**

**13.0 MAYOR AND COUNCILLORS REPORTS**

13.1 RFD – Council Appointment to Drumheller Community Learning Society (Campus Alberta Central)

D. Drohomerski advised that at Council's meeting of March 26, 2018, Council heard a presentation from Bonnie Ireland – Executive Director for Campus Alberta Central and the importance for Council representation on the Drumheller Community Learning Society. The Society is an oversight Committee with representatives from all stakeholders and they would like to see participation from Council as needs are brought to the table that impact our community's post secondary education programs. At that time, Councillor Jay Garbutt agreed to let his name stand as Council's representative to this Committee.

**MO2017.66** Zariski, Hansen-Zacharuk moved that Council approve the appointment of Councillor Jay Garbutt to the Drumheller Community Learning Society for a term to expire on the date of Council's 2019 Annual Organizational Meeting. Carried unanimously.

**14.0 IN-CAMERA MATTERS**

**MO2018.67** Hansen-Zacharuk, DeMott moved to go in camera at 5:04 PM Land Matter (*FOIPP Act S. 21 / FOIPP Act S.23 Local Public Body Confidences*) and Labour Matter (*FOIPP Act S.17 Disclosure Harmful to Personal Privacy*). Carried unanimously.

**MO2018.68** Zariski, Makowecki moved to move out of camera at 6:05 PM. Carried unanimously.

14.1 Land Matter

**MO2017.69** Zariski, Hansen-Zacharuk moved that Council approves the purchase of 702 Premier Way for the sum of \$1,730,000.00 with a possession date of July 6, 2018, provided that all conditions included in the Offer to Purchase are met. Carried unanimously.

14.2 Labour Matter

**MO2017.70** DeMott, Makowecki moved that Council approve a 2.5% increase for out of scope employees and 3% for the CAO retroactive to January 1, 2018. Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned 6:10 PM.

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Chief Administrative Officer

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Mayor





**Town of Drumheller  
REQUEST FOR DIRECTION**

<b>TITLE:</b>	<b>FENCED DOG PARK – PLANNING AND DESIGN</b>
<b>DATE:</b>	April 12, 2018
<b>PRESENTED BY:</b>	Greg Peters
<b>ATTACHMENT:</b>	Maps will be handed out at the Council Meeting

**SUMMARY**

Dog parks have become very popular throughout North America. Dogs and their owners like them. Here is an overview of what needs to be considered to create a professional dog park. There must be thorough and appropriate research about the development and benefits of such a park. Community support for it should be gauged accurately and fairly and public interest in its success is essential. We should begin a publicity effort to create awareness of the dog park and to garner community support. We could conduct informal community presentations. We must be conscious of opposing arguments of individuals that are skeptical and may not want the park to exist or the money spent to develop it. We should have honest and direct answers for them to address their concerns. Proper building permitting will be applied for and obtained through the town. This report will later discuss possible sites for the park but council and the public may suggest other more practical, popular or plausible locations for it as we progress. The site is crucial so it is convenient for all members of the public while incorporating the need for town staff to access for maintenance and enforcement purposes. The site selected should be determined with the help of municipal park staff. The building plans to avoid complications should be composed by a project manager who in consultation with municipal staff, elected officials and the public to ascertain the exact plan for the park shall determines the construction and installation needs and scheduling for all work. Discussion about possible grant funding, fund raising from private and commercial sources or donations to assist in the construction could be considered. It may be necessary to amend or create a new bylaw or policy to address how issues arising in the park are dealt with and it will be imperative to install adequate, clear and informative signage visible for all users. Once completed programs and opportunities for events can be considered and administered by the town or community groups. Strategies could be developed to encourage use of the park in addition to artistic support to develop graphics, logo and signs to be displayed. This could help with a visual connection to the park to assist and encourage support. Finally a contest could be held in conjunction with a fundraising activity to name the park.

**BENEFITS**

Dogs can exercise and socialize in a safe environment. Dog owners meet other dog owners, share ideas, enjoy watching the dogs play, interact and promote communal spirit. Apartment dwellers, the elderly and owners with disabilities have accessible places to exercise their dog. A park can promote responsible pet ownership, public health and safety and enforcement of animal control laws and can be a nice addition to

an existing public park. Dog parks offer economic benefits to the community. It has been realized that dog parks are a welcome community resource providing an assortment of much appreciated opportunities for leisure time enjoyment.

### **ISSUES TO CONSIDER**

Our consideration is in the early stages but there are several issues to address. Is there space at least one acre in size? Is the topography of a selected site or area conducive for building a park? Experience in other parts of the continent has realized that a fairly level site is preferable. Also the presence of shade trees or a structure to provide shade is necessary. There must be access to a proper watering device or fountain for citizens and their dogs. Everyone will not walk to the park so we will have to figure out convenient and legal parking for a number of vehicles. Again experience has shown that while it can work to have a dog park adjacent to an existing park, it is best if there are not other parks in the area. Some persons can be confused as well as tourists as to what is the real dog park. In addition the dog park must be constructed to be accessible by disabled persons and the rules of conduct by both dogs and humans must be plainly visible and understandable to all.

The dog park should have fenced enclosures: one for large dogs, or sometimes all dogs, and one for small dogs. A separation is preferable until dogs become acclimated with one another. All dog owners know that no matter how someone may try it can be difficult to have certain dogs together regardless of their best efforts. They will also undoubtedly find that the most unlikely of dogs become fast and forever friends. The enclosure for small dogs may be set at approximately a third of the total park space and the large dog enclosure will occupy the rest. Again the experience of others is of great value in determining the makeup and design. A smaller fenced transitional area of approximately 150 square feet with a main exterior gate through which all dogs – leashed of course –and their owners will enter. Dogs are intended to be unleashed in the area and then directed to the areas, small or large dog, of choosing by the owner. Owners need to be entirely realistic about the personality, exercise capacity, tolerances, abilities, preferences and overall gregariousness of their dog. For example there may be a small dog completely at ease in the company of larger dogs but if placed in the large dog enclosure suddenly may be upset at another dog for some reason. It may be natural to first consider that the large dog is the culprit in a scuffle but responsible owners must be realistic and not put an animal at peril because of the owner's poor reasoned decision. Animals that do not get along cannot be permitted to be in proximity to each other anywhere in the park. This fact is extremely important and cannot be disregarded at any time.

### **BASIC FEATURES**

\*Fencing needs to be at least five feet high-an estimate to fence in one acre square with five foot chain link is \$16,000.00. Additional gates and internal fencing would be needed for the pedestrian/dog entrance, service truck/equipment entrance-gate, and separation fencing depending on the internal design.

\* Benches for owners to sit on

\*Waste stations and waste cans – owners must pick up any feces left by their animal

\*Water station/fountain for dogs and people

\*Shade tree or shade structures

\*Hardscape areas and paths, i.e. paving or tiles, where needed to maintain surfacing – preferable grass- and for ease of maintenance

\*Signage with dog park name, complete list of dog park rules/disclaimers/cautions and name of agency who maintains the park and emergency call numbers.

### **LOCATION**

The areas noted below could be considered possible locations:

- 1) 1100 Riverside Drive East near Participark – Town owned
- 2) Behind Extra foods
- 3) Bankview-behind industrial area
- 4) Newcastle beach behind field station – flood zone
- 5) 19<sup>th</sup> St East at Riverside drive East
- 6) Midland north of 1<sup>st</sup> Ave NW near the intersection of 20<sup>th</sup> St.- provincial right of way.

Please review the attached aerial maps for your information.

It may be advantageous to have interested persons in the community, besides Town staff, for instance provide input for special features such as agility equipment, play equipment and novelty dog type items such as fake fire hydrants or composite benches that appear to abnormally large dog bones.

During the construction periodic updates as to the progress of the dog park could assist in building additional support, positive anticipation, excitement and enthusiasm. Once complete it would be fun to have a grand opening of course with town dignitaries, staff, media and enthusiastic dog owners all present. Several fun events can be held and the possibilities are endless such as having a contest as to which owner looks most like their dog, biggest dog, smallest dog, a contest to determine the smartest dog, dogs in costumes, which dog looks most like a dinosaur etc. A well planned and maintained safe off leash outdoor play space for dogs would be a welcome attraction to the community for all our canine friends, town residents and visitors alike.

At this time I am seeking discussion and direction on the location and design of the park. Cost of the park will depend on design, size and enhancements.

Submitted by Greg Peters,  
Director of Protective Services





### Town of Drumheller REQUEST FOR DIRECTION

<b>TITLE:</b>	<b>BROWNFIELD SITES</b>
<b>DATE:</b>	April 12, 2018
<b>PRESENTED BY:</b>	Greg Peters
<b>ATTACHMENT:</b>	Municipal Affairs Implementation Fact Sheet

#### SUMMARY

I have done some research at the city of Hamilton Ontario. The ERASE program is solely administered by the city. It is incentive based to builders and developers to get them to take on old properties such as institutional, industrial or hazardous material sites that are not being used. The advantage offered is a tax relaxation over a period of years. The difference for them is that real estate and especially locations near Toronto are very valuable and often the extremely high cost of remediation is worth it because of the value of the land and subsequent development once remediated. A \$3M or \$4M development will include the cost of the remediation and the builder/developer will still make money. Hamilton has a lot of old industrial properties that are unused because they are deemed contaminated and no one wants to buy them for the same fears we have in Alberta for buying one and then being completely liable for the issues. There is a provincial program involved after the site is corrected.

#### Excerpt from CITY OF HAMILTON PROGRAM

How is the City encouraging the redevelopment of Brownfields?

The City's Environmental Remediation and Site Enhancement (ERASE) Community Improvement Plan is a set of programs designed to encourage and promote brownfield redevelopment.

Brownfields are defined generally as:

- underdeveloped or previously developed properties that may be contaminated
- usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant

Hamilton is one of the oldest and most heavily industrialized cities in Canada and includes a large number of brownfields in Hamilton's older industrial areas, downtown, and throughout the urbanized area.

Does the City offer incentives to remediate Brownfields?

If you are a property owner or purchaser of potentially contaminated land within the urban area you may be eligible to apply for a number of Programs through the ERASE CIP. Grants are available from the City of Hamilton to pay for certain eligible costs towards the assessment and remediation of brownfield properties.

**Excerpt from FCM Green Fund**

The Federation of Canadian Municipalities' (FCM) Green Municipal Fund™ (GMF) has produced this series of brownfield roadmaps to help municipalities and their private-sector partners better understand how to redevelop brownfields in their communities. The roadmaps provide a high-level overview of the brownfield redevelopment process in each province and territory, linking each step to relevant legislative requirements and potential sources of funding. Developed in close consultation with provincial and territorial governments, each roadmap features an easy-to-follow path through three areas: an overview of the brownfield redevelopment process — a description of the steps typically followed when redeveloping a brownfield site in Canada provincial requirements — an outline of provincial legislation and policy requirements associated with each step in the process funding and incentive programs — a list of relevant resources, such as GMF, that are available to support municipalities and their partners as they undertake brownfield redevelopment Each roadmap features a flowchart that summarizes the main activities and milestones, illustrates where the steps are connected, and refers to further details in the document. Visit Revitalize Your Brownfields for additional tools, guidance and resources related to brownfield redevelopment. The information presented is current to the publication date and may not capture all relevant programs. Please contact the responsible organizations to verify up-to-date information. NOTE: This document summarizes current provincial legislation and must not be regarded as a formal legal interpretation. Please refer to the identified legislation for complete details on legislative requirements, and seek legal advice if necessary. The Government of Canada endowed FCM with \$550 million to establish the Green Municipal Fund™. The Fund supports partnerships and leveraging of both public and private-sector funding to reach higher standards of air, water and soil quality, and climate protection.

**Excerpt from Alberta 2016 Brownfield Roadmap Brownfield Redevelopment Process Provincial Requirements**

1. Plan Conduct community-wide brownfield planning and engagement activities Standardize and streamline approval processes for redevelopment proposals Consider interim land use planning Compile inventory of brownfield sites Track and showcase redevelopment progress Consider including brownfield redevelopment opportunities in the municipal development plan Consider establishing a community revitalization levy area (optional as per Municipal Government Act) Identify contaminated sites in the community as per Public Sector Accounting Board standard PS 3260

2. Study Develop sustainable remediation/redevelopment plan Complete environmental site assessments Complete risk assessment (if required) Determine remedial objective Conduct remediation or risk management studies/optimization Develop remedial/risk management action plan that includes sustainable approaches where possible Perform Phase I Environmental Site Assessment If required, perform preliminary Phase II Environmental Site Assessment and submit it with Record of Site Condition to Alberta Environment and Sustainable Resource Development If required, perform Phase II Delineation Environmental Site Assessment and update Record of Site Condition

Consider rezoning site to meet redevelopment goals Decide whether to apply Tier 1 or Tier 2 guidelines or exposure control For exposure control, if required, develop risk management and/or exposure plan.

3. Remediate Complete building demolition and recycle soil and waste where possible Remediate site or implement risk management strategies using sustainable approaches where possible Receive confirmation of compliance or contaminated site closure Perform remediation, risk management and/or exposure control activities as planned Update Record of Site Condition and, if applicable, receive remediation certificate issued by the province for remediated areas.

4. Redevelop Perform ongoing risk management and monitoring as required Design and construct site infrastructure Meet local government planning approval and permitting requirements Perform ongoing site management and monitoring.

**Excerpt from Alberta 2016 Brownfield Roadmap Funding and Incentive Programs**

1. Plan Green Municipal Fund (GMF) grants are available for sustainable neighbourhood action plans or community brownfield action plans (50 per cent of eligible costs; grant maximum of \$175,000) Other programs: Alberta Municipal Sustainability Initiative (operating and capital grants)

2. Study GMF grants are available for feasibility studies (50 per cent of eligible costs; grant maximum of \$175,000) and pilot projects (50 per cent of eligible costs; grant maximum of \$350,000) Other programs: Sustainable Development Technology Canada offers innovative technology development funding (soil and water treatment, technology development and demonstration) Alberta Municipal Sustainability Initiative (operating and capital grants)

3. Remediate GMF loans are available for brownfield capital projects (up to 80 per cent of eligible costs) Other programs: Community revitalization levies New Building Canada Fund (Remediation) Alberta Municipal Sustainability Initiative (capital grants).


4. Redevelop GMF loans and grants are available for capital projects in the energy, transportation, waste and water sectors (up to 80 per cent of eligible costs) Other programs: Community revitalization levies New Building Canada Fund (Redevelopment) Alberta Municipal Sustainability Initiative (capital grants) Also, consider obtaining private funding from financial institutions and developers.

Submitted by Greg Peters,  
Director of Protective Services

# Implementation Fact Sheet

Amendments to the Municipal Government Act, 2015-17

## Brownfields

Legislation	<a href="#">Municipal Government Act (MGA)</a> 
Regulation	None
Category	Assessment and Taxation
Section Number	s. 364

### Previous MGA requirement:

Municipalities have the option to cancel, defer or reduce the municipal taxes on a brownfield through a property tax bylaw. These tax cancellations, reductions or deferrals on brownfield properties were previously limited by the MGA to one year.

### What's changed?

The amended MGA allows municipalities to grant multi-year tax exemptions, deferrals or reductions as a means of incentivising cleanup and redevelopment of brownfields. Councils are permitted to pass bylaws encouraging remediation and redevelopment of brownfield properties by developers through full or partial tax exemptions or tax collection deferrals. [s.364.1\(2\)](#)


### What do municipalities need to know?

- A brownfield is a piece of property that has been abandoned, vacant, derelict or unused because of actual or perceived contamination. Some examples of brownfields include the former location of a gas station or facility contaminated by asbestos.
- The bylaw:
  - must identify the brownfield properties in respect of which an application may be made for a full or partial exemption from taxation, or for a deferral of the collection of tax;
  - may set criteria appropriate to their local context to be met for a brownfield property to qualify for an exemption or deferral;
  - must specify the taxation year or years for which the identified brownfield properties may qualify for an exemption or deferral; and
  - must specify any conditions the breach of which cancels an exemption or deferral, and the taxation year or years to which the condition applies. [s.364.1\(3\)](#)
- Municipalities are required to hold a public hearing when identifying and setting criteria for brownfield properties. [s.364.1\(4\)](#)

### When does this change take place?

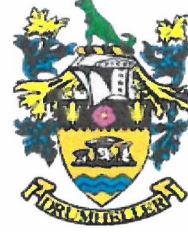
- The amendments come into force on January 1, 2018.

### What resources are/will there be available to assist?

- Administrator and assessor information sessions. (*Schedule to be determined*)
- [Modernized Municipal Government Act, 2016](#) 



**Town of Drumheller  
REQUEST FOR DECISION**



<b>TITLE:</b>	<b>APPOINTMENT TO THE ASSESSMENT REVIEW BOARD</b>
<b>DATE:</b>	April 12, 2018
<b>PRESENTED BY:</b>	Greg Peters, Acting CAO
<b>ATTACHMENT:</b>	Assessment Review Board

**SUMMARY**

Newly appointed Assessment Review Board (ARB) members and clerks are required to complete a training program provided by the Municipal Government Board. After successful completion of the training program the member/clerk will receive their ARB certification. ARB certification is valid for three years from the date the training program is completed.

This course is for newly appointed ARB Members and covers two areas: Administrative Law and Principles of Assessment. This course is 4 days in length. Successful completion of an online exam within 7 days of the course date is required to obtain certification.

Certified members and clerks must complete a “refresher” training program every three years to maintain their ARB certification.

After eight (8) years of advertising the vacancies, the Town has received an application from Linda Gerlinger. One more vacancy will continue to be advertised.

**RECOMMENDATION:**

That Council consider the appointment of Linda Gerlinger and that a compensation be paid to Linda in an amount similar to Council's per diem for completion of the training and successful completion of the exam.


**STRATEGIC POLICY ALIGNMENT:**

Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that Town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan.

**MOTION:**

That Council consider the appointment of Linda Gerlinger to the Assessment Review Board.

Prepared By: Linda Handy  
Executive Assistant

  
Approved By: Greg Peters  
Acting Chief Administrative Officer

**Agenda Item # 8.1.3**

# DRUMHELLER

## CHIEF ADMINISTRATIVE OFFICER



### APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date April 10/18Board applied for ASSESSMENT REVIEW BOARDName of Applicant LINDA GERLINGERFull Address 224 Centre Street, Drumheller, AB T0J 0Y4 Postal Code T0J 1B0Length of Residency in Town 42 yearsPhone (403) 223-1111 -mail Address linda.gerlinger@drumheller.ca

Past Service on Similar Boards None similar except general community interest.  
Others relating to start-up of public/community events

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

I'm very interested in the assessment process, which I  
have researched to some degree over the years, and  
in particular I am interested in the assessment / tax  
equation in relation to the municipal revenue/expense equation.

Linda Gerlinger  
 Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

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### Town of Drumheller Bylaw Number 05.18

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF THE TOWN OF DRUMHELLER ALBERTA FOR THE 2018 TAXATION YEAR.

- WHEREAS** the Town of Drumheller has approved the 2018 Budget requiring property tax revenue of \$8,718,766;
- AND WHEREAS** the required tax to pay the requisition from the Province for the Alberta School Foundation Fund and the requisition for Christ the Redeemer CSRD No. 3 is \$2,293,865.71 and \$444,815.88, respectively;
- AND WHEREAS** the required tax to pay the requisition from the Drumheller and District Seniors Foundation (DDSF) is \$540,272.50;
- AND WHEREAS** the required tax to pay the requisition from the Province for the assessment of Designated Industrial Properties is \$1,274.39;
- AND WHEREAS** the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and the assessed value of all property in the Town of Drumheller as shown on the assessmentroll is:

Assessed Value of Property	Municipal Requisition	Education Requisition	Drumheller & District Seniors Foundation Requisition	Govn't of Alberta Requisition (Designated Industrial Properties)
Residential/Farmland	691,946,180	691,946,180	691,946,180	exempt
Non Residential	247,191,610	243,546,560	243,546,560	34,577,050
Machinery & Equipment	2,709,700	exempt	2,709,700	2,709,700
<b>Total Assessment</b>	<b>\$941,847,490</b>	<b>\$935,492,740</b>	<b>\$938,202,440</b>	<b>\$37,286,750</b>

## Agenda Item # 8.3.1

**NOW THEREFORE** the Council of the Town of Drumheller, in the Province of Alberta, hereby enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Drumheller.

<b>2018 Municipal Tax Rates</b>	<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
Residential/Farmland	\$5,497,417	\$691,946,180	0.007944860
Non Residential/M&E	\$3,221,930	\$249,901,310	0.012892810
<b>Totals</b>	<b>\$8,719,347</b>	<b>\$941,847,490</b>	
<b>2018 Education Tax Rates</b>	<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
Residential/Farmland	\$1,801,652	\$691,946,180	0.002603750
Non Residential/M&E	\$937,030	\$243,546,560	0.003847440
<b>Totals</b>	<b>\$2,738,682</b>	<b>\$935,492,740</b>	
<b>2018 DDSF (Seniors)</b>	<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
Residential/Farmland	\$398,464	\$691,946,180	0.000575860
Non Residential/M&E	\$141,809	\$246,256,260	0.000575860
<b>Totals</b>	<b>\$540,273</b>	<b>\$938,202,440</b>	
<b>2018 Govn't Alberta – Designated Property Rates</b>	<b>Tax Levy</b>	<b>Assessment</b>	<b>Tax Rate</b>
Designated Industrial Property	\$1,274.39	\$37,286,750	0.034178000
<b>Totals</b>	<b>\$1,274.39</b>	<b>\$37,286,750</b>	

2. That this bylaw shall take effect on the date of the third and final reading.

READ A FIRST TIME this 16<sup>th</sup> day of April, 2018

READ A SECOND TIME this 16<sup>th</sup> day of April, 2018

READ A THIRD TIME AND PASSED this 16<sup>th</sup> day of April, 2018

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER





**Town of Drumheller  
REQUEST FOR DECISION**

<b>TITLE:</b>	2018 Mill Rate
<b>DATE:</b>	April 12, 2018
<b>PRESENTED BY:</b>	Barbara Miller, CPA, CGA, CLGM
<b>ATTACHMENT:</b>	

**SUMMARY**

Administration is seeking adoption of the 2018 Mill Rate Bylaw (No. 05.18)

**BACKGROUND**

The 2018 municipal requisition of \$8,718,766 set by council through adoption of the 2018 Operating Budget reflected a 3% increase over the 2017 requisition (0% - 2017).

The 2018 education property tax requisition for the Town of Drumheller is \$2,738,682 which equates to an increase of 1.44% over 2017 requisition (-0.11% - 2017).

The 2018 Drumheller & District Seniors Foundation (DDSF) requisition of \$540,272.50 represents an increase of 3.8% over 2017 (+4.12% - 2017).

Recent changes to the MGA has legislated the responsibility for the assessment of Designated Industrial Property to the Provincial Assessor, as of January 1, 2018. The new legislation also requires the cost of the new program to be borne by the owners of DI property which is to be recovered through a requisition applicable to Designated Industrial properties. On an annual basis, the Province will establish a uniformed tax rate and provide the legislated rate to be levied by us along with the annual requisition amount. For 2018, the DI requisition is \$1,274.

Analysis of the assessment year over year indicates that on average, residential assessment values decreased by 0.87% and commercial assessment values decreased by 1.5%

Based on the 2018 requisitions listed above, on average,

A residential assessment of \$200,000 in 2017 will see an increase of \$76.73 (\$54.79 municipal, \$17.05 education, \$4.88 DDSF) on their 2018 tax notice;

A residential assessment of \$300,000 in 2017 will see an increase of \$115.09 (\$82.19 municipal, \$25.58 education, \$7.32 DDSF) on their 2018 tax notice;

A commercial assessment of \$500,000 in 2017 will see an increase of \$268.16 (\$257.61 municipal, -\$1.65 education, \$12.21 DDSF) on their 2018 tax notice;

**RECOMMENDATION:**

Administration recommends adoption of Mill Rate Bylaw No. 05.18 authorizing the rates of taxation to be levied against assessable property within the municipality of the Town of Drumheller for the 2018 taxation year.

**COMMUNICATION PLAN:**

- The adopted bylaw will be uploaded onto our website at [www.dinosaurvalley.com](http://www.dinosaurvalley.com)
- A media release will be issued
- Legislated advertising requirements will be fulfilled following mailing of the 2018 assessment and taxation notices.

**MOTION: Councillor \_\_\_\_\_**

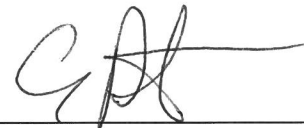
**Moves to adopt Bylaw No. 05.18 to authorize the rates of taxation to be levied against assessable properties within the municipality of the Town of Drumheller for the 2018 taxation year.**

**Seconded: \_\_\_\_\_**

Barbara Miller

Prepared By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_



Approved By: G.Peters  
Chief Administrative Officer (Acting)