

Town of Drumheller COUNCIL MEETING AGENDA

May 28, 2018, 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 Proclamation - Freedom of the Town

4-5 2.2 Proclamation - Seniors' Week

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

6-10 5.1 Regular Council Meeting Minutes of May 14, 2018

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Rural Physicians and Practitioners

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

	8.1. CAO
11-12	8.1.1 Bylaw 06.18 Land Use Bylaw 10.08 Amendment - Cannabis Legislation
13-14	8.1.2 Request for Decision - Purchase of Ladder/ Pumper Fire Truck
15	8.1.3 Request for Decision - Canadian Badlands Passion Play Golf Tournament sponsorship
	8.2. DIRECTOR OF INFRASTRUCTURE SERVICES
	8.3. DIRECTOR OF CORPORATE SERVICES
16-17	8.3.1 Request for Decision - request to waive municipal taxes for Sandstone Manor
18	8.3.2 Request for Decision - Mayor's ICC per diem
	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 CLOSED MEETING MATTERS
	14.1 Labour Matter - FCSS Staffing (FOIPP Act S. 17 Disclosure Harmful to Personal Privacy)



PROCLAMATION

Whereas Correctional Service of Canada celebrates 183 years of operations in Canada this year, celebrated on June 1st; and

Whereas Drumheller Institution, of the Correctional Service of Canada opened in Drumheller, Alberta 51 years ago this year; and

Whereas Correctional Service of Canada and its employees have enjoyed a strong relationship with the Town of Drumheller and its citizens; and

Whereas the right to exercise Freedom of the Town will serve to honour the long and distinguished history of Correctional Service of Canada in Drumheller.

Therefore Be It Resolved That the Council of the Town of Drumheller grants the right of Freedom of the Town, without end, to Correctional Service of Canada, this honour provides the right to enter and march in the Town of Drumheller; and

That notwithstanding the Proclamation Policy, Drumheller Town Council proclaim June 1st, without end, as “Correctional Service of Canada Appreciation Day” in the Town of Drumheller.

Dated at Drumheller, Alberta this 28th day of May, 2018.

Mayor Heather Colberg



ALBERTA
SENIORS AND HOUSING

*Office of the Minister
MLA, Edmonton-Riverview*

Agenda Item # 2.2
RECEIVED
MAY 02 2018 LV

AR 44893

April 20, 2018

Her Worship
Heather Joanne Colberg
Mayor, Town of Drumheller
224 Centre Street
Drumheller, AB T0J 0Y4

Dear Her Worship Colberg:

For more than 30 years, the Government of Alberta has recognized Seniors' Week to honour and celebrate seniors for their many contributions to our province. As Minister of Seniors and Housing, I encourage communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors during this year's Seniors' Week, which takes place from June 3 to 9, 2018.

Enclosed is a Seniors' Week 2018 promotional poster as well as a Declaration, which was designed to support communities in recognizing Seniors' Week and to generate greater awareness of the importance of seniors in our communities. Please notify our government of your declaration by May 26, 2018, so that this information can be highlighted on my ministry's website. To register your declaration or to request additional copies of the poster, please email seniorsinformation@gov.ab.ca.

Across Alberta, organizations and communities host various events during Seniors' Week, and Seniors and Housing is pleased to host an online special events calendar. Please visit www.seniors-housing.alberta.ca/seniors/seniors-week.html to print additional posters, register for a special event or to see what events are happening in your community.

Please join me in celebrating Seniors' Week 2018!

Sincerely,

Lori Sigurdson
Minister of Seniors and Housing

Enclosures

404 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-415-9550 Fax 780-415-9411
9202B - 149 Street, Edmonton, Alberta T5R 1C3 Canada Telephone 780-414-0719 Fax 780-414-0721

Declaration

Seniors' Week 2018

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I do hereby declare June 3 – 9, 2018, to be Seniors' Week.

Dated this _____ Day of _____, 2018,

in _____.

Official

Lori Sigurdson

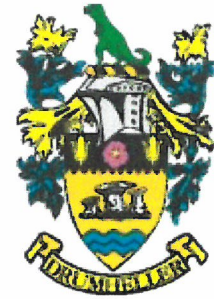
Honourable Lori Sigurdson
Minister of Seniors and Housing

**Town of Drumheller
COUNCIL MEETING
MINUTES**

May 14, 2018 at 4:30 PM

Council Chamber, Town Hall

224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:

Heather Colberg

COUNCIL:

Kristyne DeMott

Jay Garbutt

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

RECORDING SECRETARY:

Linda Handy

Absent:

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

ACTING DIRECTOR OF COMMUNITY SERVICES:

Darren Goldthorpe

1.0 CALL TO ORDER

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

2.0 MAYOR'S OPENING REMARK

Mayor Heather Colberg encouraged residents to keep our town clean by picking up garbage when are out walking in their neighborhoods.

Mayor Heather Colberg announced the opening of a fun new business in town - Dinosaur Archery Tag.

Mayor Heather Colberg proclaimed May 20th as Miners' Memorial Day in Drumheller.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2018.86 Garbutt, DeMott 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 April 30, 2018

MO2018.87 Lacher, Zariski moved to adopt the Regular Council Meeting Minutes of April 30, 2018 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission Meeting Minutes of March 29, 2018

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

Presentation from Justin Hill – Acting Director – Palliser Regional Municipal Services
J. Hill explained that the reason for his visit to Council was twofold: Discuss the framework for the upcoming Inter-municipal Development Plans (IDPs) in partnership with neighboring municipalities and as governed by the modernized Municipal Government Act and secondly, to provide an overview on the capabilities of the GIS mapping for the Town of Drumheller.

IDPs – Palliser Regional Municipal Services will work with member municipalities on preparing IDPs with neighboring municipalities such as Starland County. As well, PRMS will be preparing definitions as required under the new cannabis legislation and options as to where the retail stores can set up within the Town limits. An amendment to the Land Use Bylaw will be introduced to Council in the near future.

GIS WebMap – link: www.palliserwebmap.ca (both public and internal access). Public users are able to obtain information on parcels of land, do assessment comparisons and access the tourism recreation themed map. For internal use, dial out notification system has been embedded into the web map which can be used for emergency management or infrastructure notifications to the public such as water breaks. He explained that the information is copied from the Town's Vadim system so in order to have good results, the Vadim system has to be regularly updated. For future use, it is proposed that the system will be used for expanded infrastructure needs such as identifying waterlines and hydrants; it is the Town's intent to streamline the information and have the data available for all internal users so that the same information is used by all parties. This module of the system will contain a better field application component with the capability to capture and update information in the field so that the users are working with the most current data. This phase of the web

mapping system should be completed by the end of the year with training over the winter.

In response to questions from Council, J. Hill explained that the costs for third party dial outs are \$0.09 for phone call or \$0.04 per text. Council agreed that the Town is underutilizing the software capabilities and that neighborhoods could be notified for street cleaning, water breaks, etc. and that the software provides an increased connection with our citizens. The aerial images were taken in 2014 and are used for a 5-6 year span as aerial imaging is expensive. The web map cannot be used as a line locate in order to avoid an Alberta One Call or as a survey document. The link to the PRMS web map is on the Town's website. J. Hill further explained that PRMS has a drone fixed winged aircraft that produces 3-D models of an area which can be used for detecting change of the landscape. He noted that the map identifies both the regulated and natural flows of the river; floodway exemption areas are included as well. He stated that he is not sure when the new mapping data will be forthcoming from the Province. The future proposal for the web mapping is a full overhaul on the infrastructure mapping system which will incorporate tangible capital assets and assigns values to the infrastructure as well as depreciation, risk factors and budget dollars needed for replacement. He explained that this is a costly proposal and if introduced at this time, the requisition fee would increase significantly; there may be a possibility to access grant dollars and a meeting has been arranged with member municipalities to discuss options.

Council thanked Justin for his presentation.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1 CAO

8.1.1 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 – second and third readings

D. Drohomerski recommended that Council proceed to second and third readings so that Administration can proceed with the flood mitigation project for Central Drumheller.

MO2018.88 Zariski, Hansen-Zacharuk moved second reading of Bylaw 04.18. Carried unanimously.

MO2018.89 Garbutt, Makowecki moved third reading of Bylaw 04.18. 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

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

9.1 Quarterly Reports from January 1, 2018 to April 30, 2018

Administration provided their quarterly reports as follows:

CAO

Addition to Report: Kneehill County is going to build a large reservoir for additional water supply demand. They will draw water to fill their reservoir during the evening.

Director of Infrastructure Services

Addition to Report: In response to pool temperature complaints still coming into the Town, D. Drohomerski stated that there has been regular monitoring of the pool temperature and there is no difference seen in the temperatures this April compared to last April. He further explained that the water flows and circulation are different since the upgrade and this may be contributing to the feel of the water temperature.

Another concern brought forward by the public is the slippery surface at the Spray Park. D. Drohomerski explained that the Spray Park will be resurfaced in the near future.

Request from Council to find out what happened to the bleachers in Midland.

D. Drohomerski explained that the Red Deer River Adventures will be leasing the concession at Newcastle and they will be looking after the opening and closing of the public washrooms.

Director of Corporate Services

Addition to Report: Disaster Recovery Program (DRP) application has been submitted and awaiting approval on June 5th; following approval, businesses and residents can submit their costs incurred during the high water event; a provincial representative may be in attendance to assist (known as the intake date - which may be a few months after the event). Last year's claims for the Rosebud Ice Jam – one individual was not approved for a portion of their claim due to them not obtaining insurance at the time of their purchase; other claims have been approved. B. Miller explained that claims are for emergency replacement and loss only; as well, the Province has a maximum replacement cost assigned to all items.

Councillor Jay Garbutt requested a variance report for Council's next meeting.

~~Acting Director of Community Services~~
~~Director of Protective Services~~

In response to Councillor J. Garbutt's request that the Amendments to the LUB on cannabis regulations move forward on a more timely basis, D. Drohomerski explained

that an amendment to the LUB will be introduced to Council on May 28th for first reading and a draft Cannabis Bylaw will be brought forward to Council by the end of June.

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 MAYOR AND COUNCILLORS REPORTS

13.1 Quarterly Reports from February 1, 2018 to April 30, 2018

Mayor Colberg advised that the following quarterly reports were being presented for information only:

Councillor Tom Zariski

Councillor Fred Makowecki

Councillor Jay Garbutt

Councillor Kristyne DeMott

Councillor Lisa Hansen-Zacharuk

Councillor Tony Lacher

Mayor Heather Colberg

Mayor Heather Colberg recessed the meeting at 5:33 PM for a supper break.

Mayor Heather Colberg reconvened the meeting at 6:14 PM and announced that the remainder of the meeting would be held at BCF.

14.0 CLOSED MEETING

14.1 The closed meeting will be held at the BCF (upstairs Hall A) at 6:30 PM.

MO2018.90 Lacher, Zariski moved that Council close the meeting to the public at 6:30 PM Agenda Item 14.1 Labour – Economic Interests (FOIPP Act Section 25 Economic and Other Interests of a Public Body). Carried unanimously.

MO2018.91 Makowecki, Zariski moved that Council return to the Open Meeting at 9:48 PM. Carried unanimously.

14.1 Labour Matter

There being no further business, the Mayor declared the meeting adjourned at 9:48 PM.

Chief Administrative Officer

Mayor

BYLAW NUMBER 06-18

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

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

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

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

1. In Part I, Section 2, Definitions, immediately following the definition for “Campground”, add the following definitions:

“**Cannabis**” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the *Cannabis Act* (Canada) and its regulations, as amended from time to time and includes edible products that contain cannabis.

“**Cannabis Accessory**” means cannabis accessory as defined in the *Cannabis Act* (Canada) and its regulations, as amended from time to time.

“**Cannabis Cafe**” means a development where the primary purpose of the facility is the sale of Cannabis to the public, for consumption within the premises and which is authorized by provincial and federal legislation.

“**Cannabis Retail Sales**” means a retail store licensed by the Province of Alberta where Cannabis and Cannabis Accessories are sold to individuals who attend the premises.

2. In Part I, Section 2, Definitions, within the definition for “Retail Store”, add the following to the end of the sentence:

“This definition does not include Cannabis Retail Sales”

3. In Part VI, Land Use Districts, add “Cannabis Retail Sales” and “Cannabis Café” in the appropriate alphabetical location to the following districts as a Discretionary Use:

- C-B Central Commercial District
- DT Downtown Transition District
- Hwy-C Highway Commercial District

4. In Part VII, General Land Use Regulations, following Section 88. “Medical Marijuana Production Facilities”, add the following section:

"89. Cannabis Retail Stores

- (a) Must not have any part of an exterior wall that is located within 300 metres of:
 - (i) any other Cannabis Retail Store or a boundary of the parcel of land on which the Cannabis Retail Store is located;
- (b) Must not have any part of an exterior wall that is located within 150 metres of:
 - (i) a building containing a school as defined in the *Schools Act* or a boundary of a parcel of land on which the building is located.
 - (ii) a boundary of a parcel of land that is designated as school reserve or municipal and school reserve under the *Municipal Government Act*."
- (c) Must not have any part of an exterior wall that is located within 100 metres of:
 - (i) a hospital as defined in the *Hospitals Act* or a boundary of the parcel of land on which the facility is located;

READ A FIRST TIME THIS 28 DAY OF May, 2018

READ A SECOND TIME THIS ____ DAY OF _____, 2018.

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2018.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Town of Drumheller REQUEST FOR DECISION

TITLE:	PURCHASE OF LADDER/PUMPER TRUCK
DATE:	May 24, 2018
PRESENTED BY:	Darryl E. Drohomerski, C.E.T.
ATTACHMENT:	N/A

SUMMARY:

The Town of Drumheller 2017 and 2018 Capital budgets included an annual allocation of \$500,000.00 (\$1,000,000.00 total) for the purchase of a new Ladder/Pumper Truck. On March 21, 2018, the Request for Proposal for supply and delivery of a new Ladder/Pumper Truck was posted on the Town website and the Alberta Purchasing Connection site. Two proposals were received on April 12, 2018, and are summarized as follows:

Commercial Emergency Equipment Co. (CEE)	\$ 1,059,961.36
Rocky Mountain Phoenix (RMP)	\$ 987,560.00*

*Price adjusted with specified required equipment added

Both submissions are for trade show demonstration units with the vehicle from CEE being a 2017 model and the RMP vehicle being a 2018 model. The delivery for the 2017 model from CEE is 60 days and the 2018 model from RMP is October 2018, after the trade shows are over for the year. The CEE model is a single axle unit with a 107' ladder. The model from RMP is a tandem axle unit with a 109' ladder. All other main specifications are very similar in both models.

CEE is based in Surrey, BC and the head office for RMP is in Red Deer, AB.

FINANCIAL IMPACT:

The 2017 and 2018 Capital budgets identified \$500,000.00 per year for the purchase of a new Ladder/Pumper Truck. One hundred percent of the funding for this purchase is provided through the Municipal Sustainability Initiative Capital Fund.

RECOMMENDATION:

That Council approve the purchase of the Ladder/Pumper Truck for the Fire Department from Rocky Mountain Phoenix in the amount of \$ 987,560.00.

STRATEGIC POLICY ALIGNMENT:

The existing ladder truck is well beyond the life expectancy based upon in-service time for vehicles in this classification. Replacing the current unit will ensure that we always have a reliable unit ready to dispatch.

COMMUNICATIONS STRATEGY:


The successful vendor will be notified of the proposal award, and a letter of rejection will be issued to the unsuccessful bidder. Notice of Award will be posted on dinosaurvalley.com and the Alberta Purchasing Connection.

MOTION: Councillor _____

That Council approve the purchase of the Ladder/Pumper truck for the Fire Department from Rocky Mountain Phoenix for the amount of 987,560.00.

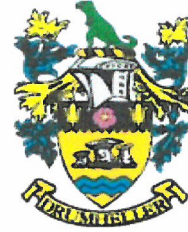
Seconded: _____

Prepared By: Libby Vant
Senior Administrative Assistant



Approved By: Darryl E. Drohomerski
Chief Administrative Officer

**Town of Drumheller
REQUEST FOR DECISION**



TITLE:	SPONSORSHIP OF CANADIAN BADLANDS PASSION PLAY 21st ANNUAL GOLF TOURNAMENT
DATE:	May 23, 2018
PRESENTED BY:	Darryl E. Drohomerski, C.E.T.

SUMMARY

For over twenty years, the Canadian Badlands Passion Play has hosted an annual golf tournament as a fundraising event for their organization. The Town of Drumheller has historically sponsored the tournament, and in 2017 the Town provided \$1,000.00 in sponsorship for the event. This golf tournament has requested a similar level of sponsorship for their upcoming tournament on June 15, 2018.

RECOMMENDATION:

That Council approve the sponsorship of the Candian Badlands Passion Play 21st annual Golf Tournament in the amount of \$1,000.00.

STRATEGIC POLICY ALIGNMENT:

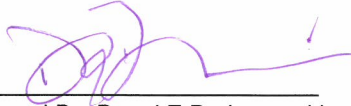
This aligns with the Community Assistance Policy approved by Council in 2018.

MOTION: Councillor _____

That Council approve the sponsorship of the Candian Badlands Passion Play 21st annual Golf Tournament in the amount of \$1,000.00.

Seconded: _____

Prepared By: Libby Vant
Senior Administrative Assistant



Approved By: Darryl E Drohomerski
Chief Administrative Officer



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	2018 Municipal Taxes – Sandstone Manor Roll# 000 04029906
DATE:	May 22, 2018
PRESENTED BY:	Barbara Miller, CPA, CGA, CLGM
SPONSORED BY :	Councillor Garbutt

SUMMARY

The Drumheller Housing Administration has requested that the municipal portion of the 2018 property taxes be cancelled for the property occupied by Sandstone Manor.

BACKGROUND

The contract between the Town and the Housing Authority, signed May 19, 2009, determined that the property would be exempt from municipal taxation.

Since the Town is mandated to remit the requisitioned amounts for Alberta School Foundation Fund and the District Seniors Foundation, the exemption request is limited to the municipal levy only.

Current legislation does not permit the Town to make this property exempt from taxation however, the Municipal Government Act 347(1) (b) provides that Council may cancel or refund part of a tax. The decision for the cancellation must be made annually.

RECOMMENDATION:

Administration recommends that council proceeds with cancellation of the 2018 Municipal Tax levied against Roll No. 000 04029906 as per the terms of the agreement.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

Cancellation of the municipal tax levy provides financial relief for the Housing Administration in order to keep rental rates charged at Sandstone Manor at an affordable level.

FINANCIAL IMPACT:

The loss of revenue impacts the Towns annual operating budget/results however; the adopted tax supported operating budget recognizes the commitment embedded in the 2009 agreement and includes a budget line item that reflects the annual expense that results from the waiver of the municipal taxes. The municipal tax levy for 2018 amounts to \$9,972.15.

STRATEGIC POLICY ALIGNMENT:

Poverty reduction
Provincial Housing Strategy/Community Housing

COMMUNICATION PLAN:

Drumheller Housing Administration will be notified in writing of Council's decision

MOTION: Councillor _____

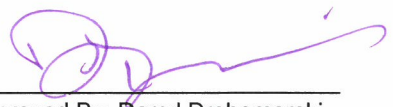
Move to approve the cancellation of the 2018 Municipal Tax levied against Roll No. 04029906 (Drumheller Housing Administration) in the amount of \$9,972.15.

Seconded: _____

Barbara Miller

Prepared By:
Director, Corporate Services

Reviewed By:



Approved By: Darryl Drohomerski
Chief Administrative Officer



Town of Drumheller REQUEST FOR DECISION

TITLE:	Per Diem Request - ICC Liaison
DATE:	May 24, 2018
PRESENTED BY:	Barbara Miller, CPA, CGA, CLGM
ATTACHMENT:	n/a

SUMMARY

Administration is seeking approval to process special per diem payment as per policy no.C-04-14 (as amended).

BACKGROUND

During the 2018 flooding event of April 21-25th, Mayor Colberg took on the role of liaison in the Incident Command Centre.

Policy No.C-04-14, Article 4.4 reads as follows

"In such case as a Local State of Emergency is declared by Council, the Mayor and Councillors duties relating specifically to emergency operations and coordination, in excess of 4 hours per day shall qualify the parties for per diem, subject to approval from Council.

Any per diem days related to a Local State of Emergency shall not count against the maximum per diem days allowed per year."

On Monday, April 23rd, a SOLE was issued. The Incident Command Centre was initiated on Monday, April 23rd and operations ceased on or about 6:00 p.m. on Wednesday, April 25th. Based on these events and her role as ICC liaison, Mayor Colberg is eligible for 3 days per diem, on council approval.

RECOMMENDATION:

Administration recommends that council approve payment of 3 days per diem.

FINANCIAL IMPACT:

Any per diem paid in response to the flood emergency will be included in our DRP claim should our application be approved.

MOTION: Councillor _____

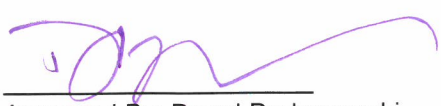
Move to approve 3 days per diem for Mayor Colberg (April 23-25, 2018) as per Policy No.C-04-14, Article 4.4.

Seconded: _____

Barbara Miller

Prepared By: _____

Reviewed By: _____


Approved By: Darryl Drohomerski
Chief Administrative Officer