

Town of Drumheller COUNCIL MEETING AGENDA

Monday, June 24, 2019 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta



- Page
1. **CALL TO ORDER**
 2. **MAYOR'S OPENING REMARK**
 - 2.1. Deputy Mayor Swearing In - Councillor Jay Garbutt for July and August 2019
 3. **ADOPTION OF AGENDA**
 4. **MINUTES**
 - 4.1. **ADOPTION OF REGULAR COUNCIL MEETING MINUTES**
 - 4.1.1. Regular Council Meeting Minutes of June 10, 2019
[Regular Council - 10 Jun 2019 - Minutes](#)
 - 4.2. **MINUTES OF MEETING PRESENTED FOR INFORMATION**
 - 4.2.1. Municipal Planning Commission Meeting Minutes of May 16, 2019
[5 - MAY 16 2019 SIGNED MINUTES](#)
 - 4.3. **BUSINESS ARISING FROM THE MINUTES**
 5. **DELEGATIONS**
 - 5.1. Staff Sgt. Edmond Bourque and Cpl. Gerald Sherk, Drumheller R.C.M.P
 - 5.2. Update on 2019 Spring Clean Up Program - T. Nygaard and D. Brett
[Spring Cleanup 2019 Council Report](#)
 6. **REQUEST FOR DECISION REPORTS**
 - 6.1. **CAO**
 - 6.1.1. Council Policy #C-02-19 Relief of Municipal Property Tax on Destructed Improvements
[Council Policy #C-02-19](#)
 - 6.1.2. Request for Decision - Wild Rose Assessment Services extend Assessment Services
[RFD -Wild Rose Assessment Services Inc.](#)
 - 6.1.3. Request for Decision - Drumheller Farmers Market Community Assistance Grant Application
[RFD - Alberta Approved Drumheller Farmers Market](#)
 - 6.2. **DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES**
 - 6.3. **DIRECTOR OF INFRASTRUCTURE SERVICES**
 - 6.4. **DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES**
 - 6.5. **MANAGER OF ECONOMIC DEVELOPMENT**
 - 6.6. **COMMUNICATIONS OFFICER**

6.7.

REVIEW OF STRATEGIC PRIORITIES

- 6.7.1. CAO - Parks & Rec Master Plan Terms of Reference
- 6.7.2. CAO - Toboggan Hill Lease
- 6.7.3. Deputy CAO / Director of Corporate Services - Employee Innovation Options
- 6.7.4. Director of Infrastructure Services - Downtown Plaza Phase 1.25
- 6.7.5. Director of Emergency and Protective Services - Emergency Scenario Practices

7. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

8. PUBLIC HEARING TO COMMENCE AT 5:30 PM

42 - 45

- 8.1. Bylaw 09.19 - proposed LUB amendment to redesignate part of L.S. 7, S19-T28-R19-W4 from A (Agricultural) District to CR (Country Residential) District
 - [Bylaw 09 19](#)
 - [PRMS Report- Bylaw 09 19](#)

9. PUBLIC HEARING DECISIONS

10. UNFINISHED BUSINESS

11. NOTICE OF MOTION

12. COUNCILLOR REPORTS

13. IN-CAMERA MATTERS

- 13.1. Legal Matter (Update Water Accounts) *FOIP Sec 23 Public Body Confidences*

**Town of Drumheller
COUNCIL MEETING
MINUTES**

June 10, 2019, 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

Lisa Hansen-Zacharuk

Tony Lacher

Fred Makowecki

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER:

Darryl Drohomerski

DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

DIRECTOR OF INFRASTRUCTURE SERVICES:

Dave Brett

COMMUNICATIONS OFFICER

Julia Fielding

ECONOMIC DEVELOPMENT MANAGER

Sean Wallace

RECREATION, ARTS & CULTURE MANAGER

Darren Goldthorpe

RECORDING SECRETARY:

Libby Vant

1. CALL TO ORDER

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

2. MAYOR'S OPENING REMARK

Mayor Colberg advised that the Rotary Club and the Drumheller and District Chamber of Commerce have partnered on this week's Celebration of Excellence event, the new Block Buddies training session will take place on June 19 at the BCF and this Friday's Badlands Classic golf tournament is in support of the Canadian Badlands Amphitheatre.

3. ADOPTION OF AGENDA

MO2019.109 Hansen-Zacharuk, Garbutt moved to approve the agenda as presented. Carried.

4. MINUTES

4.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

4.1.1. Regular Council Meeting Minutes of May 27, 2019

MO2019.110 Zariski, Garbutt moved to approve the Regular Council Meeting minutes for May 27, 2019 as presented. Carried.

4.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

4.3. BUSINESS ARISING FROM THE MINUTES

5. DELEGATIONS

5.1. Medical First Responders - Alberta Health Services - John Hein

John Hein, Lyle McKellar and Lisa Edwardson of Alberta Health Services provided an overview of the Medical First Responders (MFR) program and highlighted the following:

- the MFR program's role is to support local First Responders
- MFR is offered preventively and AHS sees great value in
- enrolment in the MFR program is voluntary and each municipality can decide what the level of care will be
- In some communities the Fire Chief wants responders to attend every call; in others they do not want to overtax or strain their volunteers - the MFR can work with the community to determine what level of response best suits their needs
- Most communities operate at standard level
- There are Seven (7) Pillars of Support:
 - Medical Oversight
 - Medical Control Protocols
 - Patient Care Records
 - Quality Assurance
 - Skills and Training
 - Dispatch and Event Lists
 - MFR Online Portal

In response to a question from Council, J. Hein responded that Drumheller currently has a historic Emergency Response Plan and he has worked with G. Peters to move towards a formal plan that includes the MFR. Currently, only some of the Fire Department members have taken the training and the goal is to have all members trained as MFR's. Discussion took place on our current system of ambulance coverage

and how the MFR program strives to try to increase response times. In response to a question from Council, Fire Chief B. Wade responded that he recommends joining the MFR program, as response times, liability coverage, member training and supplies are main concerns. J. Hein advised that in order to join the MFR program the only thing outstanding is for the CAO to allow the members to go on medical calls - the revised response plan and other components are already in place. He further advised that basic response equipment like oxygen masks and bandages are provided through the municipality so the MFR will reimburse them as the items are used, ideally at the time of a call.

J. Hein advised that so far 265 of the just over 400 Fire Departments in Alberta have enrolled in the program. In response to a question from Council, D. Drohomerski responded that a Request for Decision on this matter will come forward to Council.

5.2. Drumheller Farmers' Market Association

Louise Henrickson and Pat Bagwell of the Alberta Approved Drumheller Farmers' Market Association (DFMA) provided an overview of their request for funding assistance under the Community Assistance grant program. Discussion took place on other sources of funding for the DFMA, the cost of indoor rental space and other kinds of markets in the community. In response to a question from Council, L. Henrickson advised that, in order to maintain their Alberta Approved designation the DFMA must provide items that are 80% you make/ you grow it / you bake it, and other types of markets do not have to adhere to this stipulation. Discussion took place on the number of community vendor vs. those from outside of the valley, the challenge of gaining more vendors, the request for stage facilities for the market, tent size and placement options.

In response to a question from Council L. Henrickson responded that the table rental fees are \$20.00 and \$50.00 for the Christmas markets, and there are usually twenty (20) vendors per market, Discussion took place on the DFMA's non-profit designation, vendor sales, annual donations to Grace House for their assistance with table set up, indoor rental fees and the potential to rent the BCF banquet rooms rather than the field house, and other potential rental venues.

5.3. Drumheller Canada Day Parade Committee

John Shoff and Bob Sheddy of the Drumheller Canada Day Parade Committee presented and overview of the history of the Town's Canada Parade, and highlighted the following:

- there is a parade website set up at drumhellerparade.org
- all participants need to register online
- Encouraging everyone to sign up s soon as possible
- all float or vehicle drivers must provide their drivers license and vehicle insurance
- people can sign up as a volunteer along the parade route
- goal is to add some safety components to this year's parade
- there are new rules this year that include:
 - a requirement for active mufflers

- no excessive noise or loud horns to disrupt the parade for safety reasons for parents to speak to their children, etc.
 - if you are on a vehicle or float where your head is higher than 8 feet you have to sit down or wear a helmet or have a guard rail
 - candy hand outs are allowed if the patron is sitting on the curb or standing on the sidewalk - they cannot be in the street
 - candy will be in bags on the float for reloading
 - any large floats are vehicles need spotters walking beside them
 - spotters will also watch for gaps in the parade traffic and try to alleviate them
- there are currently thirty-eight (38) parade volunteers and we need twelve (12) to make the total fifty (50)

Discussion took place on the use of music in the parade, options to clearly discourage any one from being on the roadways, the RCMP presence on bikes rather than marching as a group to assist with safety. Mayor Colberg advised that, in honour of the Drumheller Fire Department's 100th anniversary all participant and spectators are encouraged to wear red on Canada Day.

6:05 PM Mayor Colberg called for a five (5) minute break.

6:11 PM Mayor Colberg called meeting back to order.

6. REQUEST FOR DECISION REPORTS

6.1. CAO

6.1.1. Request for Decision - Community Assistance Policy - Drumheller Farmers Market

D. Drohomerski presented the Request for Decision - Community Assistance Policy for the Drumheller Farmers Market and provided an overview of the request and advised that any requests over \$ 5,000.00 require Council approval. He further advised that the original request was for \$10,000.00 in kind and has since been reduced to \$ 7,200.00 for three components: \$ 2,000.00 for a reduced rental rate at the BCF and \$ 5,200.00 in cash for tents and a storage shed. D. Drohomerski advised that it is Administration's recommendation that council not approve this request as it would create a further deficit on the cash side as only \$ 5,000.00 was approved in the 2019 budget for the Community Assistance program which was earmarked specifically for the Salvation Army. Discussion took place on this matter.

MO2019.111 Garbutt, Zariski moved to approve the request for funding from the Alberta Approved Drumheller Farmer's Market under the Community Assistance Program in the amount of \$ 7,200.00.

MO2019.112 Zariski, Hansen-Zacharuk moved to table this matter. Carried.

Vote on motion:

For: Mayor Colberg, DeMott, Hansen-Zacharuk, Lacher, Makowecki, Zariski

Opposed: Garbutt

6.2. DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES

6.2.1. Request for Decision - Auditor Appointment for Year Ending December 31, 2018

B. Miller presented the Request for Decision - Auditor Appointment for Year Ending December 31, 2018 and provided an overview

MO2019.113 Garbutt, DeMott moved to recognize the merger of Collins Barrow LLP with RSM Canada and appoint RSM as the auditor for the year ending December 31, 2018 for the Town of Drumheller, Drumheller Public Library and the Drumheller and District Solid Waste Management Association. Carried.

6.3. DIRECTOR OF INFRASTRUCTURE SERVICES

6.3.1. Request for Decision - Award for 2019 Road Improvement Program

D. Brett presented the Request for Decision - Award for 2019 Road Improvement Program and provided an overview.

MO2019.114 Hansen-Zacharuk, Zariski moved that the Road Improvement Program 2019 Request for Proposal be awarded to T.J. Paving Ltd. in the amount of \$ 885,104.27 excluding GST. Carried.

Vote on motion:

For: Mayor Colberg, DeMott, Garbutt, Lacher, Makowecki

Opposed: Hansen-Zacharuk, Zariski

6.3.2. Request for Decision - Award for Brine Heating & Cooling System for Arena

D. Brett presented the Request for Decision - Award for Brine Heating & Cooling System for Arena and provided an overview

MO2019.115 Garbutt, Lacher moved that the Replacement of Brine Heating and Cooling System capital budget be extended by \$20,350.00 to a total of \$ 90,350.00 and that the Replacement of Brine Heating and Cooling System Request for Tender be awarded to Berg Chilling System Inc. for the amount of \$ 90, 350.00 excluding GST. Carried.

6.3.3. Request for Direction - Recycling Options Survey

D. Brett presented the Request for Request for Direction - Recycling Options Survey and provided an overview and advised that it is Administration's recommendation to continue as is, revisit this matter again in a year's time and begin looking at waste reduction and create a committee for that. Discussion took place on this matter.

Direction: Council directed Administration to continue with the current recycling program at this time with the options for enhanced collection being revisited over the next year to determine if there have been changes in the global recyclables market, and to appoint a Waste Reduction Advisory Group to promote waste reduction and zero waste awareness and programs in Drumheller.

6.4. DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES

6.5. MANAGER OF ECONOMIC DEVELOPMENT

6.6. COMMUNICATIONS OFFICER

6.7. REVIEW OF STRATEGIC PRIORITIES

6.7.1. 2018/2019 Corporate/Organizational & Operational Priorities

6.7.2. Director of Emergency and Protective Services - Fire and RCMP Call Outs

G. Peters presented the Fire and RCMP Call Outs for 2019 to-date. Discussion took place on the reduction on the number false alarms, drug enforcement calls and response times. Councillor Hansen-Zacharuk requested that G. Peters provide further information regarding the RCMP response times.

6.7.3. Economic Development Manager - Community Profile / Promotional Piece

S. Wallace presented an overview on the Community Profile / Promotional Piece and advised that we are a bit behind on this project. He further advised that he switched software companies to now use Townfolio which will result in an annual cost savings of \$4,000.00. S. Wallace advised that he has previously used this software and was involved in providing input for the program. Bring back date: JULY 8

7. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

8. PUBLIC HEARING TO COMMENCE AT 5:30 PM

9. PUBLIC HEARING DECISIONS

10. UNFINISHED BUSINESS

11. NOTICE OF MOTION

12. COUNCILLOR REPORTS

13. IN-CAMERA MATTERS

MO2019.116 Hansen-Zacharuk, Garbutt moved to go In Camera at 7:06 PM. Carried.

13.1. Land Matter - Plan 4128EQ Block 6 Lot 1 (*FOIPP Section 23 Public Body Confidences*)

MO2019.117 Lacher, Hansen-Zacharuk moved to come out of Camera at 8:13 PM. Carried.

MO2019.118 Garbutt, DeMott moved to direct Administration to seek legal advice regarding fair market value for this property. Carried.

MO2019.119 Zariski, Makowecki moved to adjourn the meeting at 8:15 PM. Carried.

Chief Administrative Officer

Mayor

DRAFT



DRUMHELLER

COMMUNITY SERVICES



**Municipal Planning Commission
MINUTES
Meeting of Thursday May 16, 2019**

Present: Tracy Breese, Development Officer
Donna Kittridge, Recording Secretary
Tom Zariski, Chair Councillor/Member - Regrets
Scott Kuntz, Member - Regrets
Sharon Clark, Vice Chair
Tony Lacher, Councillor/Member
Stacey Gallagher, Member
Shelley Rymal, Member
Jeff Laurien, Palliser Regional Municipal Services Representative – Director of Planning

Absent: Linda Taylor, Recording Secretary

Delegate(s):

1.0 CALL TO ORDER – 12:07 pm

T. Zariski presented the Agenda for the May 16, 2019 meeting.

1.1 Agenda – Additions, Deletions or Amendments

Addition - none
Deletion - none
Amendment – none

1.2 Acceptance of Agenda

Motion: - S. Clark - moved to accept the agenda for the May 16, 2019 agenda
Second: – S.Kuntz - Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 May 2, 2019

Motion: T. Lacher moved to accept the minutes of May 2, 2019)
Second: S. Rymal - Carried

2.2 Summary of Development Permits

Blue highlighted are recent permits issued by the Development Officer and advertised. Yellow highlighted are permits being brought forth at the current MPC Meeting.

2.3 **Welcome** Andrew Luger as a new member of MPC



3.0 DEVELOPMENT PERMITS

3.1 T00049-19D – Relaxation to the Maximum Site Area

T. Breese presented Development Permit T00035-19D submitted for a variance to the maximum site area allowed under the Country Residential zoning from 3 acres to 14.36 acres. Located at 106 2 Street, Lehigh Town of Drumheller, Plan 8810626; Block 1; Lot 3. Zoning is C-R – Country Residential;

T. Breese advised the applicant is applying for variance to the maximum site area. This parcel does not meet the minimum site area of 20 acres yet it exceeds the maximum site area for Country Residential which is only 3 acres unless otherwise approved by the Municipal Planning Commission.

Further, this Development Permit application was advertised in the local paper under Proposed Developments and to date, no concerns have been received.

Municipal Planning Commission discussed the application.

Motion: S. Rymal moved to approve presented Development Permit T00049-19D submitted for variance, Plan 8810626; Block 1; Lot 3.

1. **Second:** S. Gallagher - Carried

3.2 T00050-19D – Relaxation to maximum accessory building size

T. Breese presented Development Permit T00050-19D submitted by Applicant for Variance to maximum accessory building size, located at 106 2 Street , Lehigh, Drumheller on Plan 8810626; Block 1; Lot 3. Zoning is C-R – Country Residential District.

T. Breese advised the applicant is applying for approval for a variance to the maximum size of accessory building allowed. This property is 14.36 acres in size. Do to the size of the property and that it cannot be subdivided, administration feels that the size of the shop the applicant wants to build is reasonable and does not come close to the maximum 3% lot coverage.

Further, this application was advertised in the local paper under Proposed Developments and to date, no concerns have been received.

Municipal Planning Commission discussed the application. The placement of the structure on the property should be 15 feet from the principal buildings. It was noted by T. Zariski that the applicants should stay well informed about what the government may decide down the road in regards to flood/flood fringe zones.

Motion: T. Lacher moved to approve Development Permit Development shall conform to Town of Drumheller Land Use Bylaw 10-08.

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 (06-19).
3. The location of accessory buildings shall conform to the minimum requirements and maximum limits of the "CR"—Country Residential District.



4. Accessory buildings shall not be erected or placed within the minimum required front yard.
5. On corner lots, the distance between an accessory building and the street flanking the lot shall not be less than the side yard requirement for the principal building.
6. An accessory building shall not be used as a dwelling
7. A structure that is attached to the principal building by a roof, floor or foundation is not an accessory building and is to be considered part of the principal building.
8. An accessory building shall be located at least 4.57 m (15 ft.) from any principal building.
9. The General Land Use Regulations (Section 48 a-f) shall not apply to the "CR" - Country Residential District.
10. Height of accessory building not to exceed 6.0 m (19.7 ft).
11. Construction to be in accordance with the Alberta Building Code.
12. All necessary permits (building, electrical, gas, etc) to be in place prior to construction/installations.
13. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services. (Call 823.1330 for the regulations).
14. Exterior finished appearance of the proposed construction to be compatible with that of existing development and to the satisfaction of the Development Authority.
15. 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 Authority. An additional development permit may be necessary.
16. Construction should be done in such that all openings are above the 1:100 year flood levels. Documentation from Registered Alberta Land Surveyor required verifying elevations are met to be provided to the Town of Drumheller.
17. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
18. Contractor(s) to have a valid Business License with the Town of Drumheller.
19. 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

Second: S. Kuntz – Carried.

3.3 T00051-19D – Applicant – Existing Building – Variance to front and rear setbacks

T. Breese presented Development Permit T00051-19D submitted by Applicant for relaxation to front and rear yard setbacks located at 165 10th Avenue SE, Drumheller on Plan 1010522; Block 26; Lot 6. Zoning is R-1 – Residential District.

T. Breese advised the applicant is applying for a relaxation of the front and rear yard setbacks to an existing house. The applicant is requesting a new rear variance at 5.93 M (19.45ft). The Municipal Planning Commission has previously approved the front setback at 6.1 M (21ft) but a variance was not requested. The approval for a small rear variance under development permit T00195-18d was already received and the applicant is requesting a new variance.

Further, this Development Permit application was advertised in the local paper under Proposed Developments, and to date, no concerns have been received.

Municipal Planning Commission discussed the application.



Motion: S. Kuntz moved to approve Development Permit T00051-19D submitted by Applicant for Development shall conform to Town of Drumheller Land Use Bylaw 10-08. for variance to front and rear yard setbacks located at 165 10th Avenue SE, Drumheller on Plan 1010522; Block 26; Lot 6. Zoning is R-1 – Residential District.

Second: T. Lacher – Carried

3.4 T00052-19D – Amendment to an existing DP from Screw Piles to full basement.

T. Breese presented Development Permit T00052-19D to amend an existing DP T00238-18D located at 540 Centre Street CM, Drumheller on Plan 5808GX; Block 7; Lots 14 & 15. Zoning is SCR – Suburb Community Residential District.

T. Breese advised the applicant is applying for an amendment to original Development Permit T00238-18D to change approval from placement of a move-on-dwelling on screw piles to a full basement. A violation notice was sent and all permits including safety codes permits are on hold until approval is given by the Municipal Planning Commission.

Further, this Development Permit application was advertised in the local paper under Proposed Developments, circulated to relevant agencies and to date, a few concerns have been received.

Municipal Planning Commission discussed the application at length. Extra conditions as needed to be in place, this area was looked at favorably by council for development.

Motion: T. Lacher moved to approve Development Permit T00052-19D to amend an existing DP T00238-18D located at 540 Centre Street CM, Drumheller on Plan 5808GX; Block 7; Lots 14 & 15. Zoning is SCR – Suburb Community Residential District subject to the following conditions;

1. All conditions of Development Permit T00238-18D (attached) remain in effect with an amendment to Condition 9. Placement of the Move on Dwelling with any repairs and upgrades as/if deemed required to be completed by May 31, 2019 to be revised to say all upgrades required to be completed by October 31, 2019

Second: S. Gallagher
S. Clark is opposed as original application was not properly done.
– Carried

3.5 T00055-19D – Mobile Vendor – Dwyn-Anne’s Country Inn (Quad Bike Rentals)

T. Breese presented Development Permit T00055-19D submitted by applicant is proposing three locations for Quad Bike Rentals: Rotary Park and 148 1 Street W (location of Country Inn) and Downtown.

T. Breese advised the downtown Festival and Special Events are invite only and do not need approval from the Municipal Planning Commission. Ms. Appleton currently operates Dwyn-Anne’s Country Inn and she feels this would be a nice additional amenity to offer her guests but also an asset to visitors to Drumheller. At this time, Ms. Appleton is proposing two quad bicycles with the hopes of more if they prove to be successful.



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Further, this Development Permit application was advertised in the local paper under Proposed Developments and to date, no concerns have been received.

Municipal Planning Commission discussed the application. The application was tabled until further discussion was had. Reopened.

Motion: S. Kuntz moved to table application for further discussion

Second: S. Clark

Reopened

Motion: S. Kuntz moved to approve Development Permit T00055-19D submitted by Dwyn-Anne's Country Inn proposing three locations for Quad Bike Rentals : Rotary Park and 148 1 Street W(location of Country Inn) and Downtown.

1. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
2. Vendor shall carry on daily business within the hours of 7am and 8pm, 7 days a week.
3. Vendor shall operate their business within the permitted area(s) approved by the Development Authority.
4. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
5. Vendor shall conform to Town of Drumheller Land Use Bylaw 10-08.
6. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 06.19.
7. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
8. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 10-08 will be allowable at the discretion of the Municipal Planning Commission. Any other signage will require an additional Development permit.
9. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
10. This permit expires on December 31, 2019.

Second: s. Rymal – Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

4.1 Land Use Bylaw review

Council would like to open up the land use by-law that was adopted in 2008 for review. We are asking for a motion to open it for Palliser to review with direct input from the Town of Drumheller Development Officer and bring back drafts to Municipal Planning Commission for review and discussion to then be brought back to Council for final approval.



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COMMUNITY SERVICES



Input from public and Municipal Planning Commission is needed. It takes a minimum of nine months for a draft to be presented for public input.

Discussion was held in regard to flooding and Federal / Provincial regulations.

Discussion added to next MPC meeting for members to come back with recommendations, goals and objectives for Jeff at Palliser.

**Motion: A. Luger
Second: S. Rymal
Carried**

5.0 OTHER DISCUSSION ITEMS

5.1 Mobile Vendor update: please find a map attached of the Splash Park area. Due to not being able to have vendors park on the grassy area any longer we have suggested five alternative parking stalls. Two are in front of the bathroom area by the pool and three are across 1 Avenue West in the parking area with customers North of the unit. Locations are still first come first serve.

Municipal Planning Commission held discussion and they approve the mapping, agreed as presented.

5.2 The issue of Air B&B licensing was brought up as Council asked Palliser to have a look at this issue. Discussion was held and Municipal Planning Commission will wait for Palliser to bring back more information.

6.0 NEXT MEETING DATE – May 30, 2019.

7.0 Adjournment – Meeting adjourned at 2:20 pm.

**Motion: S. Gallagher
Second: S. Rymal
Carried**



vice Chairperson



Development Officer



DRUMHELLER

COMMUNITY SERVICES



Attachments: Agenda

MEMORANDUM

TO: Town of Drumheller Council
 FROM: Tammi Nygaard, Executive Director of Operations
 CC: Darryl Drohomerski, CAO
 DATE: May 30, 2019
 SUBJECT: Spring Cleanup 2019

For your information the following will list the totals for this year's Spring Cleanup 2019, I have included 2015 - 2018, totals for comparison purposes.

Amnesty from April 29 – May 18, 2019
 Town collection from April 29 - May 9, 2019

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
(Wood, Compost Household)	156.92	207.10	186.02	191.05	197.39
Metal Only	28	35	36	31	46
Batteries	17	31	18	26	50
Tires	390	367	282	351	349
Prop. Tanks	122	165	183	192	171
Freon	46	64	54	80	57
Paint cans	974	1139	1313	1152	834
Computers	87	189	105	71	80
Televisions	120	173	153	195	237
Microwaves	72	80	45	56	69
Public	21	19	16	27	24

All of the tires, paint, propane tanks, batteries, computers, televisions, microwaves and Freon appliances were collected and segregated at the Landfill. All metal and appliances were collected together for a total of 28 metric tonnes. The total 156.92 metric tonnes of household includes; wood, compost, & household materials. Town staff collected and delivered 47.29 metric tonnes of household materials and compost, with 109.63 metric tonnes delivered in the GFL bins. Total amount of tonnage for 2019 was 205.97 metric tonnes. Compared to last year total of 260.46 mt that equates to a decrease of approximately 21% in waste hauled and delivered. The reason for the significant decrease is due to the Spring Cleanup Crew refusing large volumes of demolition.

Issues experienced this year:

- Lack of sorting materials by residents
- Residents and Town staff not adhering to the maximum ½ ton truck rule
- Residents including large volumes of demolition in their piles for collection
- Residents refusing to pay the \$15.00 freon charge
- Residents putting demolition materials into the unmanned GFL bins

AGENDA ITEM #5.2.

Summary of Costs Associated with the 2019 Spring Cleanup

Man Hours:

Staff Regular Hours, 9 days x 8 hours x 9 employees	= 648 man hours
Overtime Hours	= <u>17 man hours</u>
Total man hours	665 hours
Labour costs	= \$ 26,021.27

Equipment List:

2012 Caterpillar Backhoe/Loader -	\$167.00/hr
2010 John Deer 710 J Backhoe/Loader-	\$167.00/hr
2018 Volvo Wheel Loader Model L70H	\$152.00/hr
2016 Tandem Freightliner -	\$123.00/hr
1998 International Tandem -	\$123.00/hr
2009 Tandem Freightliner -	\$123.00/hr
2004 Ford F450 1 Ton, Super Duty	\$80.00/hr
2015 Dodge 1 Ton	\$50.00/hr
2016 Chev Silverado 1/2 Ton 4x4	<u>\$24.00/hr</u>
Total/hr	\$1,009.00/hr

GFL Roll off Bins

Charges for the delivery, rental and lifts – 40 yard 49 loads	\$14,875.00
--	-------------

Advertising

Newspaper advertising	\$ 760.00
Brochures & Maps (approx 2,500 brochures)	
Paper – 5 bundles x \$5.00	\$ 25.00
Copier- in color, double sided	<u>\$ 572.75</u>
Total	\$1,357.75

Total overall costs for the 2019 Spring Cleanup Less the cost of the equipment	<u>\$42,254.02</u>
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DRUMHELLER

COUNCIL POLICY



COUNCIL POLICY # C-02-19

Relief of Municipal Property Tax on Destroyed Improvements

1.0 Policy Statement

- 1.1 Improvements that have been destroyed or rendered uninhabitable or unusable as a result of extenuating circumstances may be considered for relief against municipal taxes levied in the year of destruction.

The granting of municipal property tax relief is at the sole discretion of Council.

2.0 Purpose of Policy

- 2.1 The purpose of this policy is to provide guidance for Council when exercising its discretionary power under Section 347(1) of the Municipal Government Act in response to a request for the cancellation of property taxes as a result of the destruction of improvement(s); to ensure that requests for tax cancellation, reduction or refund are dealt with in a fair and consistent manner.

3.0 Policy Guiding Principles

- 3.1 Council will take into account the following guiding taxation principles whenever consideration for cancellation of municipal property tax is being given:
- Fairness and equity to taxpayers
 - Stability and predictability of revenue
 - Transparency, simplicity and efficiency
 - Accountability

4.0 Definitions

Throughout this Policy

- 4.1 “Act” means the Municipal Government Act RSA200, c M-26 as amended
- 4.2 “Council” means the council that has been elected to represent the citizens of the Town of Drumheller
- 4.3 “Municipal Tax Relief” means municipal tax relief under Section 347 of the Act and can include a cancellation, deferral, reduction or refund
- 4.4 “Requisitions” includes but is not limited to, the Alberta School Foundation Fund (ASFF) and requisitions pursuant to ss 359, 359.1 and 359.2 of the Act and designated industrial property requisitions pursuant to s 359.3 of the Act

5.0 General

- 5.1 All requests for relief of municipal property tax must be submitted in writing to the Director of Corporate Services who will prepare and present a Request for Decision to Council.
- 5.2 All property types are eligible for municipal tax relief consideration against destructed improvements.
- 5.3 Properties under consideration for municipal tax relief remain subject to the due date as per the Notice of Assessment and Property Tax. Late penalty charges are not eligible for relief.
- 5.4 Municipal tax relief granted by motion of Council will be applied to the property roll once approval of a new development permit has been met.

6 Property Tax Levy Cancellation, Reduction, Refund or Deferral

- 6.1 Section 347(1) of the *Act* provides that
If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business, do one or more of the following, with or without conditions:
 - a) cancel or reduce tax arrears;
 - b) cancel or refund all or part of a tax;
 - c) defer the collection of tax
- 6.2 Buildings and/or improvements that become uninhabitable, unusable or destroyed as a result of extenuating circumstances such as fire may be eligible for relief by way of municipal property tax levy cancellation. When considering a request for relief under this policy, Council will
 - a) restrict any cancellation of taxes granted to the municipal tax levy only. Affected property owners will remain responsible for all requisition portions of the tax bill
 - b) apply any consideration given to the assessed value of the destroyed building/improvement(s) only. Vacant land assessment will remain fully taxable
 - c) pro-rate any consideration granted due to extenuating circumstances from the date the damage occurred to the end of the taxation year, rounded to the nearest month, to a maximum of \$2,000.

Date: June 24, 2019

Chief Administrative Officer

Mayor of Drumheller



DRUMHELLER

COUNCIL POLICY



COUNCIL POLICY # C-xx02-19

Relief of Municipal Property Tax on Destroyed Improvements

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- b) cancel or refund all or part of a tax;
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- b) apply any consideration given to the assessed value of the destroyed building/improvement(s) only. Vacant land assessment will remain fully taxable
- c) pro-rate any consideration granted due to extenuating circumstances from the date the damage occurred to the end of the taxation year, rounded to the nearest month, to a maximum of \$~~x,xxx~~2,000.

Date: June ~~xx~~24, 2019

Chief Administrative Officer

Mayor of Drumheller



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	Assessor Appointment for year ending December 31, 2019
DATE:	June 24, 2019
PRESENTED BY:	Barbara Miller, CPA, CGA, CLGM
ATTACHMENT(S):	Wild Rose Assessment Services Inc. Letter dated June 10, 2019

SUMMARY

Administration is seeking a motion of council to extend the appointment of Wild Rose Assessment Services Inc. as assessors of record for the Town of Drumheller, to expire on or before March 31, 2020.

BACKGROUND

In the spring of 2014, the Town of Drumheller issued an RFP for the provision of assessment services which was subsequently awarded to Wild Rose Assessment Services Inc. This agreement expired on March 31, 2019.

While it is best practice to include the potential for one or more contract extensions by mutual agreement, the RFP that was issued and awarded in 2014 did not include such a provision and as a result, a new RFP for the provision of Assessment Services is currently being drafted.

Given that the existing contract expired, a request was made to Wild Rose for a quotation to extend their services while we work to have the RFP issued, evaluated and awarded. Wild Rose Assessment Services Inc. has responded favorably to the request, holding the pricing of the expired contract until March 31, 2020.

RECOMMENDATION:

Administration recommends that the council proceed with appointing Wild Rose Assessment Services Inc. as assessors of record for the Town of Drumheller, to expire March 31, 2020.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

Options include (a) moving forward with appointment (b) status quo

The work that is completed by assessors is highly regulated and is conducted within specific timelines and under legislated reporting requirements.

The assessment appeal period is one of the cycles in the process which we are currently subject to until July 24th, and therefore it is imperative that the Town have an assessor appointed and readily available to respond to ratepayers seeking information on their assessment and to defend any assessment appeal that may be filed within the allowable time period.

While working on the draft RFP, it was noted that the recently expired contract had effective dates of April 1 to March 31st. Through discussion with the assessors it became apparent that a transition date of April 1st works most favorable within the assessment cycle due to the regulated reporting requirements assessors must follow. This ensures that the filing deadlines

Request for Decision
Page 2

have been met and the municipality has its assessment file in place to begin the new taxation year prior to any new appointment resulting from the RFP award.

Failing to extend the existing appointment will leave the Town exposed to not having an assessor available to satisfy any assessment inquiries or defend any appeals that may be filed.

Additionally, should council opt not to extend the existing appointment, administration will be forced to issue a new RFP and subsequent recommendation to council in an accelerated time frame that could result in less than satisfactory outcome as a result of rushing somewhat through the process.

Administration would like to defer the posting of the RFP until September end, with evaluation and award being completed prior to mid December, allowing for a smooth and hopefully seamless transition on March 31st to the new contract awarded.

FINANCIAL IMPACT:

Extension of Wild Rose Assessment Services Inc. appointment/contract will result in a savings of \$5,300 over budgeted expense for 2019.

STRATEGIC POLICY ALIGNMENT:

COMMUNICATION PLAN: n/a

MOTION: Councillor _____

Move to extend the expiry of the appointment of Wild Rose Assessment Services Inc. and that of Rod Vikse as the Town of Drumheller municipal assessor to March 31, 2020.

Seconded: _____

Barbara Miller

Prepared By: B. Miller
Deputy CAO/Director, Corporate Services


Reviewed By:


Approved By: Darryl Dohomerski
Chief Administrative Officer



Wild Rose Assessment Services Inc.

Property Tax Assessors committed to delivering a quality and accurate service.
Proudly serving Central Alberta since 1994

#4, 4699 - 61 Street
Red Deer, Alberta
T4N 7C9

Phone (403) 343-3357
Fax (403) 343-3299
E-Mail wildroseassessment@shaw.ca

June 10, 2019

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

Attn: Barbara Miller, Deputy CAO / Director of Corporate Services

Re: 1 Year Extension for Assessment Services

As requested, Wild Rose Assessment Services Inc. agrees to continue Assessment Services for the Town of Drumheller from April 1, 2019 to March 31, 2020 as per the existing contract rate of _____ per year / \$ _____ per month.

Schedule A – E in the original contract apply to this extension.

Sincerely

**Rod Vikse A.M.A.A.
Assessor**



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	Alberta Approved Drumheller Farmers Market
DATE:	June 19, 2019
PRESENTED BY:	Darryl E. Drohomerski, C.E.T.
ATTACHMENT:	

SUMMARY:

Follow up presented to Council June 10/2019.

Requesting Sponsorship total of \$10,000 - financial support for new tents, tables and a moveable storage shed to be completed by June 25th 2019 total of amount requested \$10,000.

Requesting a discounted rate of 50% - \$2,000 at the Badlands Community Facility for Saturday's and Special Farmers Markets.

Purchase of 10 outdoor tents \$2,000, Purchase of 10 tables \$2,000, Moveable storage shed \$3,200, Advertising & new signs \$800.

At the June 10 meeting, the Farmers Markets Association revised their request to \$7,200.00

FINANCIAL IMPACT:

Loss to the local entrepreneurs, loss to tourism if the Market is on a smaller scale, if vendors up their product cost may detour Tourist to buy.

RECOMMENDATION:

That Council approve the Farmers Market request as local entrepreneurs make their living through the market, will allow the Farmers Market to stay at capacity and in tough economic times.

Allows our community to shop locally and support one another.

Farmers Market enhances our community both for the local members and tourists that travel through.

STRATEGIC POLICY ALIGNMENT:

COMMUNICATIONS STRATEGY:

For Council to approve The Farmers Market request for Sponsorship will help to keep the Farmers Market sustainable for the future, without additional funding the Market would have to operate on a smaller scale which would increase cost to vendors.

MOTION: The Council approve the motion to approve Sponsorship for the Alberta Approved Drumheller Farmers Market.

Prepared By: Dori Appleton
Executive Assistant

Reviewed By:

Approved By: Darryl Drohomerski
Chief Administrative Officer



DRUMHELLER

COMMUNITY SERVICES



Schedule "A"

Community Assistance Program
Community Assistance Grant Application

ORGANIZATION INFORMATION

Organization Name: Alberta Approved Drumhellers Farmers Market

Mailing Address: Box 746

Postal Code: T0J 0Y0

Contact Name: Pat Bagwell Title: President

Telephone:

Business: 780 330 9263 Home: ✓

Registered Society or Charity Number (if applicable) 5018680438

Is your organization presently receiving any financial assistance from the Town of Drumheller?

YES \$ NO

Is your organization presently receiving any financial assistance from other municipalities or other levels of government, public agencies or other sources?

YES \$ NO

Criteria for Community Assistance Grant

Applications for assistance must demonstrate that the opportunities being provided are open for the use and enjoyment of users and the community.

Preference will be given to projects that complete Schedule A.

Town Administration will maintain an on-going record of the grants that Town Council has approved and report on the availability of community assistance grant funding as required.

ROLES AND RESPONSIBILITIES:

Chief Administrative Officer is responsible for: reviewing recommendations with regards to budget and submitting feedback if required

Community Services Director is responsible for: working with Community Services in reviewing recommendations and giving feedback if required

Director of Corporate Services is responsible for: working with Community Services in reviewing recommendations and giving feedback if required

Manager of Recreation and Culture is responsible for: communicating grant information to the public, ensuring Town Council understands policy, creating and defending grant budgets, approving grant dispersal, managing issues of concern or non-compliance.

Community and Protective Services Assistant is responsible for: advertising and making grant applications available, accepting and filing completed applications, providing Council's Executive Assistant with documentation for grant deliberations, communicating with groups, ensuring applications are complete, completing accounts payable memos, ensuring compliance, reporting issues or concerns.

Town Communications is responsible for: press releases regarding grant programs.

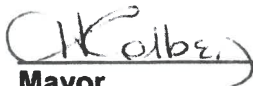
ATTACHMENTS:

Schedule "A" – Community Assistance Grant
Application

Date: March 19, 2018



Chief Administrative Officer



Mayor

Purpose and Need

ALBERTA APPROVED FARMERS MARKET

Please describe what you are requesting. Include details such as timing, anticipated participation, etc. Describe the benefits of the project / activity in the community.

We are requesting financial support for new tents, tables and a moveable storage shed to be completed by June 25th, 2019. We would also like to request a discounted rate at the Badlands Community Facility for Saturday and special Markets as this has been the biggest draining cost. Local entrepreneurs make their living through our market, we are a small outlet for our community to shop locally and support one another. Creating a thriving Farmers Market enhances our community both for the local members and the tourists that travel through.

Badlands Community Facility 50% reduced rate	\$2000
Purchase of 10 10x10 outdoor tents	\$2000
Purchase of 10 - 8ft plastic tables	\$2000
Movable Storage Shed 20" x 8" for tables & tents	\$3200
Advertising & new signs	\$800
Total	\$10,000

What are the goals and objectives of the proposed grant support? How will the success of the project or event be measured?

With proper marketing and supports in place we hope to raise the profile of our markets and increase the revenue. Having the BCF in the cooler/winter months and the outdoor market at the downtown plaza we have an opportunity to be year-round and grow our economy. Success will be measured by the number of new and repeat vendors attracted to our markets, and the rise in customers. The final indicator would be back to making a small profit each year to keep maintaining our needs and growth.

Describe the membership of your organization. How do you characterize your members / participants? (demographics)

Alberta Approved Farmers Market need 80% of our vendors to be make it, bake it, or grow it. The other 20% can be other businesses. Having local entrepreneurs creates a thriving community. Variety is great for our community to shop local and a good draw for tourists. Local non-profit groups are allowed to rent tables for half the cost to create their own fundraisers. Table set up at markets is done by the Grace House members and we donate to them in return.

Describe the anticipated level of current and future volunteerism and fundraising in relation to your group.

Our board is all volunteers, the only paid person is the market manager. Wherever possible we use in-kind supports to keep costs down. For example, Mike from Blue Sky Colony repairs tables, tents and other odd jobs when required or are feasible. Blue Sky Colony has agreed to build the storage shed for costs of materials only.

Describe what may happen if you do not receive grant funding, or if you receive less than the requested amount.

The Farmers' Market has been sustainable for many years. Moving to BCF has created a large additional cost, weather damage to tents and worn out tables and loosing our storage space (as of June 30th, 2019) has all created a financial struggle.

If we do not receive financial support we will continue, but on a much smaller scale, we would have to increase cost to vendors, which in these tough economic times will erode our market and make it very challenging to thrive as we would hope. We will then have to look at adjusting markets, like less hours and possible having fewer monthly markets.

AGENDA ITEM #6.1.3.

Are funds being sought from other sources to support this program or project?

Currently, we are not aware of any other sources for support we are looking into a sponsorship program to allow people to advertise on the tents. We could look at renting tables out at the downtown plaza to other events. As costs rise continues, we will look for other ways to raise funds ourselves to remain self sufficient.

Are funds being sought from other sources to support this program or project?

_____ *See typed page*

Grant Amount Requested: ~ \$10,000.~

Declaration Statement

We the undersigned representative(s) certify that this application is complete and accurate.

Name PAT BAGWELL . Title President

Signature P. Bagwell . Date May 16th 2019 .

Name MARIE E KOUSTRUP Title Treasurer

Signature Marie Koustrup Date May 17/19

Obligations Upon Receiving Grant

Grant recipients will receive a Grant Agreement outlining the approved grant amount, including specific items approved or denied, and the project goals and outcomes expected. Organizations may only spend grant funds on the specific items approved. Recipients must submit a report within the time identified in the Grant Agreement to account for funds spent and to indicate the success in achieving project/programs goals and objectives through measures identified in the approved application. Failure to submit a report, or delinquency in submission, may affect future grant application consideration. At any time, grant recipients must permit a representative of the Town of Drumheller to examine books or records to determine whether the grant funding has been used as intended and approved.

PURPOSE AND NEED *See typed page.*

Please describe what you are requesting. Include details such as timing, anticipated participation, etc. Describe the benefits of the project / activity in the community.

What are the goals and objectives of the proposed grant support? How will the success of the project or event be measured?

Describe the membership of your organization. How do you characterize your members / participants? (demographics)

Describe the anticipated level of current and future volunteerism and fundraising in relation to your group.

Please attach a copy of current financial statements to support your ask.

Describe what may happen if you do not receive grant funding, or if you receive less than the requested amount.

Council Meeting Sponsorship, Silent Auction Item, or Letter of Support Request Form

Sponsorship, Silent Auction Item, or Letter of Support Request Form may be submitted:

- In person at Town Hall, 224 Centre Street, Drumheller, AB T0J 0Y4
- By e-mail to lbosch@dinosaurvalley.com

Applicants will be contacted to confirm the Council meeting date and time (if requested).

Is the Request for a Sponsorship, for a Silent Auction item, or for a Letter of Support?

REQUEST FOR SPONSORSHIP REQUEST FOR SILENT AUCTION ITEM
 REQUEST FOR LETTER OF SUPPORT

INTERNAL USE ONLY

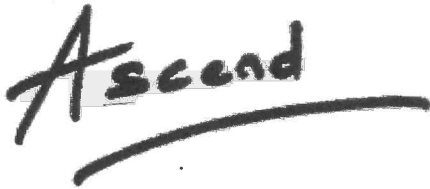
Department:	Meeting Date:	Appt. Time:	CAO Approval:

NOTICE TO READER

On the basis of information provided by management, we have compiled the statement of financial position of Drumheller Farmers Market Association as at December 31, 2018 and the statements of operations and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

A handwritten signature in black ink that reads "Ascend". The word is written in a cursive style with a long horizontal stroke underneath it.

Ascend Financial CPAs LLP
Chartered Professional Accountants
Independent Member Firm of
PORTER HÉTU INTERNATIONAL
Drumheller, Alberta
January 28, 2019



DRUMHELLER FARMERS MARKET ASSOCIATION
STATEMENT OF OPERATIONS
 Year ended December 31, 2018
 (Unaudited - See Notice to Reader)

	2018	2017
Revenues		
Revenue	\$ 12,630	\$ 11,846
Disbursements		
Salaries and related benefits	5,025	5,330
Rent	4,283	-
Advertising and promotion	2,652	2,233
Insurance	949	350
Office	536	300
Professional fees	420	315
Training	307	-
Business taxes	152	278
Repairs and maintenance	20	-
	14,344	8,806
Excess (deficiency) of revenues over disbursements from operations	(1,714)	3,040
Other income (expense)		
Interest	3	4
Excess (deficiency) of revenues over disbursements	\$ (1,711)	\$ 3,044

The accompanying notes are an integral part of these financial statements



DRUMHELLER FARMERS MARKET ASSOCIATION
STATEMENT OF CHANGES IN NET ASSETS
Year ended December 31, 2018
 (Unaudited - See Notice to Reader)

	2018	2017
Balance, beginning of year	\$ 13,852	\$ 10,808
Excess (deficiency) of revenues over disbursements	(1,711)	3,044
Balance, end of year	\$ 12,141	\$ 13,852

The accompanying notes are an integral part of these financial statements



DRUMHELLER FARMERS MARKET ASSOCIATION
STATEMENT OF FINANCIAL POSITION
December 31, 2018
 (Unaudited - See Notice to Reader)

	2018	2017
ASSETS		
Current		
Cash	\$ 7,636	\$ 9,347
Investments	8	8
Property, plant and equipment - note 2	5,197	5,197
	\$ 12,841	\$ 14,552
LIABILITY AND FUND BALANCES		
Current		
Accounts payable and accrued liabilities	\$ 700	\$ 700
Balance	12,141	13,852
	\$ 12,841	\$ 14,552

On behalf of the board

_____ Member

_____ Member

The accompanying notes are an integral part of these financial statements



DRUMHELLER FARMERS MARKET ASSOCIATION
NOTES TO THE FINANCIAL STATEMENTS
December 31, 2018
 (Unaudited - See Notice to Reader)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICY

NATURE OF OPERATIONS

The Drumheller Farmers Market Association was Incorporated under the Province of Alberta's Societies Act on December 22, 2014 and is a non-taxable entity. It was formed with the intention of providing a venue for home based business' to sell their products.

2. PROPERTY, PLANT AND EQUIPMENT

			2018	2017
	Cost	Accumulated amortization	Net Book Value	Net Book Value
Machinery and equipment	\$ 5,197	\$ -	\$ 5,197	\$ 5,197



Town of Drumheller

BYLAW NUMBER 09.19

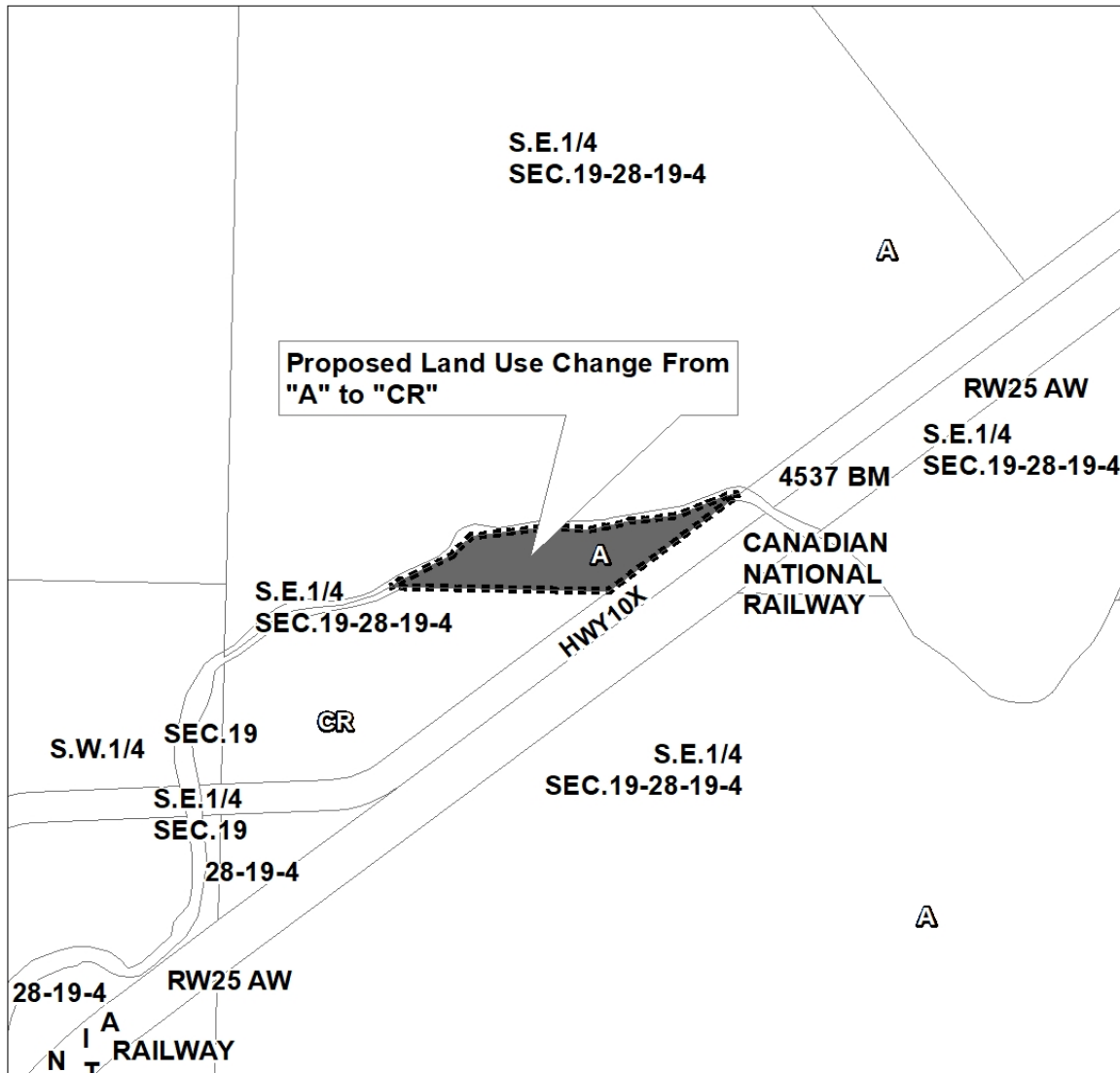
BEING A BYLAW TO AMEND LAND USE BYLAW 10-08 FOR THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

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 10-08 as follows:

In Schedule A, Land Use Districts Map, redesignate Part of L.S. 7, S19-T28-R19-W4, in the Town of Drumheller, from A (Agricultural) District to CR (Country Residential) District as shown on the plan below:



AGENDA ITEM #8.1.

READ A FIRST TIME THIS ___th DAY OF _____, 2019

READ A SECOND TIME THIS ___th DAY OF _____, 2019.

READ A THIRD TIME AND PASSED THIS ___th DAY OF _____, 2019.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

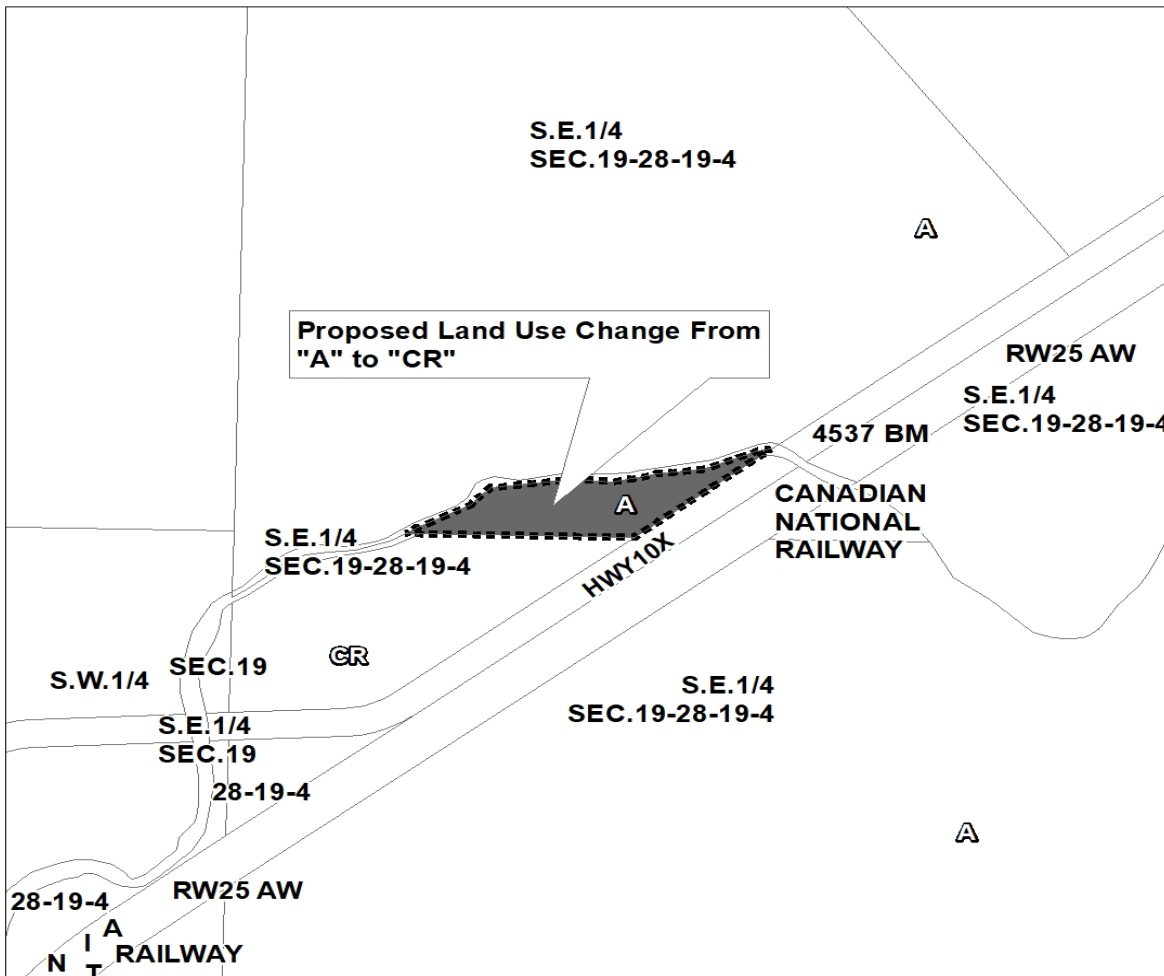


Date: June 24, 2019
To: Town of Drumheller Council
From: Jeff Laurien, Director of Planning
Re: Bylaw 09.19. – A Proposed Bylaw to Amend Land Use Bylaw 10-08

Purpose:

The purpose of Bylaw 09.19 is to consider an application to amend Land Use bylaw 10-08 by changing the land use classification for Part of L.S. 7 S19-T28-R19 W4 in the Town of Drumheller.

An application was submitted by the landowners to redistrict (rezone) this property from Agricultural (A) to Country Residential (CR) as seen in the map below:





The subject property is currently vacant. The Municipal Development Plan (MDP) Future Land Use Map designates the subject property as future residential development making this request consistent with the MDP. Changing the land use classification to Country Residential District (CR) will permit all uses within the Country Residential District (CR) as outlined within the Land Use Bylaw of the Town of Drumheller. The surrounding area contains Country Residential zoning categories and thus, this rezoning to CR is not anticipated to create any adverse impacts to the area. In addition, the subject property is bounded on one side by the Rosebud River and the other by Highway 10x making it a very small property which is not conducive to agricultural uses making it a good candidate for Country Residential zoning.

Process- Statutory Requirements for Advertising:

The bylaw was granted first reading by Council on May 27, 2019. A Public Hearing Date was set for June 24, 2019, providing an opportunity for those individuals who deem themselves affected by the proposed amendment to address council.

Administration confirmed that newspaper advertising for the Public Hearing was completed in accordance with Sec. 606 (2) of the MGA which requires notice of the bylaw to be published at least once per week, for two consecutive weeks in the local paper prior to the Public Hearing date.

Additionally, notices of the proposed bylaw were sent directly to external referral agencies and property owners within 60 metres of the property, providing an opportunity for those who may be affected to comment on the proposed rezoning. At the time of writing of this staff report, to Palliser's knowledge, there have been no objections or concerns made in regard to the proposed bylaw.

Recommendation:

Palliser Regional Municipal Services has no concerns with the proposed rezoning of the subject property as presented. Therefore, it is recommended Town Council approve Bylaw 09.19.