

Town of Drumheller COUNCIL MEETING AGENDA

Monday, November 25, 2019 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta



Page

1. CALL TO ORDER
2. MAYOR'S OPENING REMARK
3. ADOPTION OF AGENDA
4. MINUTES
- 4.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES
- 3 - 7 4.1.1. Regular Council Meeting - Minutes November 12, 2019
[Regular Council - 12 Nov 2019 - Minutes](#)
- 4.2. MINUTES OF MEETING PRESENTED FOR INFORMATION
- 8 - 15 4.2.1. Municipal Planning Committee - Minutes September 5, 2019
[MPC - Meeting Minutes 5 Sept 2019](#)
- 16 - 20 4.2.2. Municipal Planning Committee - Minutes October 3, 2019
[MPC - Meeting Minutes 3 Oct 2019](#)
- 4.3. BUSINESS ARISING FROM THE MINUTES
5. DELEGATIONS
6. REQUEST FOR DECISION REPORTS
- 6.1. CAO
- 21 - 25 6.1.1. Bylaw 16.19 Lane Closure in East Coulee - First Reading
[Bylaw 16.19 Lane Closure East Coulee](#)
- 26 - 29 6.1.2. Bylaw 17.19 Road Closure portion of 3 Street SW
[Bylaw 17.19 Road Closure portion of 3 Street SW](#)
- 30 - 32 6.1.3. Request For Decision - Appointments to Economic Development Committee
[RFD - Appointments to Economic Development Committee](#)
- 33 6.1.4. Bylaw 12.19 Rezoning Application for 1114 Newcastle Trail Second and Third Readings
[Bylaw 12.19 1114 Newcastle Trail](#)
- 6.2. DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES
- 6.3. DIRECTOR OF INFRASTRUCTURE SERVICES
- 6.4. DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES
- 34 - 36 6.4.1. Request for Decision - Purchase of One (1) Quint Aerial Fire Truck
[RFD - Quint Aerial Platform Fire Apparatus](#)
- 6.5. MANAGER OF ECONOMIC DEVELOPMENT

6.6. COMMUNICATIONS OFFICER

6.7.

REVIEW OF STRATEGIC PRIORITIES

7. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

8. PUBLIC HEARING TO COMMENCE AT 5:30 PM

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- 8.1. By-Law 12.19 Rezoning Application for 1114 Newcastle Trail
[Bylaw 12.19 1114 Newcastle Trail](#)
[PRMS Report- Bylaw 12.19](#)

9. PUBLIC HEARING DECISIONS

10. UNFINISHED BUSINESS

11. NOTICE OF MOTION

12. IN-CAMERA MATTERS

- 12.1. Labour Matter - Designated Officer (*FOIPP Section 17 Personal Privacy*)
12.2. Labour Matter - CAO Annual Performance Review (*FOIPP Section 17 Personal Privacy*)

13. ADJOURNMENT

**Town of Drumheller
COUNCIL MEETING
MINUTES**

November 12, 2019, 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 INFRASTRUCTURE SERVICES:

Dave Brett

DIRECTOR OF EMERGENCY AND PROTECTIVE SERVICES:

Greg Peters

COMMUNICATIONS OFFICER:

Julia Fielding

ECONOMIC DEVELOPMENT MANAGER:

Sean Wallace

RECORDING SECRETARY:

Dori Appleton

1. CALL TO ORDER

Mayor Colberg called the meeting to order at 4:30 pm

2. MAYOR'S OPENING REMARK

Mayor Colberg provided her opening remarks.

3. ADOPTION OF AGENDA

M2019.228 T. Lacher, T. Zariski moved to adopt the agenda as presented.

Carried Unanimously.

4. MINUTES

4.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

Regular Council Meeting Minutes of October 28, 2019

M2019.229 L. Hansen-Zacharuk, F. Makowecki moved to adopt the minutes of the Regular Council Meeting of October 28, 2019.
Carried Unanimously.

4.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

4.3. BUSINESS ARISING FROM THE MINUTES

5. DELEGATIONS

6. REQUEST FOR DECISION REPORTS

6.1. CAO

Request for Decision - Alberta - Town of Drumheller Flood Mitigation Program Adaptation Funding Agreement (Reference 38/481)

D. Drohomerski advised that formalization of the \$20 million grant awarded through the Alberta Environment and Parks Flood Mitigation Program for the “purchase of lands, and associated expenditures including remediation and/or reclamation, related to the implementation of the Drumheller Flood Mitigation System” requires execution of the funding agreement with the Province.

It is recommended that Council move to (1.) to approve the principal terms for inclusion in Alberta – Town of Drumheller Flood Mitigation Program Funding Agreement as presented, and (2.) Authorize the Mayor and Chief Administrative Officer to execute the agreement with the Government of Alberta reflecting these principal terms.

M2019.300 L. Hansen-Zacharuk, J. Garbutt moved (1.) to approve the principal terms for inclusion in Alberta – Town of Drumheller Flood Mitigation Program Funding Agreement as presented, and (2.) Authorize the Mayor and Chief Administrative Officer to execute the agreement with the Government of Alberta reflecting these principal terms. Carried Unanimously.

Request for Decision - Canada - Town of Drumheller Disaster Mitigation and Adaptation Funding Agreement (Reference 38/471)

D. Drohomerski advised that formalization of the \$22 million grant awarded under the Canada Disaster Mitigation and Adaptation Fund requires execution of the funding agreement negotiated the Government of Canada.

It is recommended that Council move to (1.) approve the principal terms for inclusion in Canada – Town of Drumheller Disaster Mitigation and Adaptation Funding Agreement as presented, and (2.) Authorize the Mayor and Chief Administrative Officer to execute the agreement with the Government of Alberta reflecting these principal terms.

M2019.301 T. Zariski, T. Lacher moved to approve the principal terms for inclusion in Canada – Town of Drumheller Disaster Mitigation and Adaptation Funding Agreement as presented, and (2.) Authorize the Mayor and Chief Administrative Officer to execute the agreement with the Government of Alberta reflecting these principal terms.

Carried Unanimously.

6.2. DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES

Request for Decision - Shallow Gas Tax Relief

B. Miller advised that Administration is seeking a resolution of Council authorizing the cancellation of 35% of the 2019 property taxes and any late penalty fees levied against shallow gas wells and related pipelines. This request has been handed down by the Province to all municipalities as a measure to help stimulate oil and gas investment in Alberta.

M2019.302 L. Hansen-Zacharuk, K. DeMott moved that pursuant to Section 347 of the MGA, for all properties identified in the appendix – summary of the Tax Relief by Company, attached to and forming part of the Council minutes, Council authorizes the:

- Cancellation and/or refund of the 2019 property taxes paid or owing so as to reduce by 35 per cent property taxes levied as per section 353(2) of the MGA, which includes municipal property taxes, requisitions detailed in section 326(1)(a) and 359(1)(2), as well as special taxes levied under section 382(1) where the tax rate is based on the assessment.
- Cancellation and/or refund of tax penalties associated with the 2019 property taxes levied as per section 353(2) of the MGA.

Vote on Motion:

In Favour – Mayor Colberg, K. DeMott, L. Hansen-Zacharuk, T. Lacher, F. Makowecki, T. Zariski

Opposed - J. Garbutt

Carried.

6.3. DIRECTOR OF INFRASTRUCTURE SERVICES

6.4. DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES

6.5. MANAGER OF ECONOMIC DEVELOPMENT

Request for Decision - Withdrawal of Central Alberta Economic Partnership (CAEP)

S. Wallace and Administration recommend that Council approve the cessation of membership with the Central Alberta Economic Partnership, by resolution, per the CAEP Articles of Association resulting in annual savings of \$0.50 per capita.

M2019.303 K. DeMott, T. Lacher moved to approve the cessation of membership with the Central Alberta Economic Partnership, by resolution, per the Central Alberta Economic Partnership Articles of Association.
Carried Unanimously.

6.6. COMMUNICATIONS OFFICER

6.7. REVIEW OF STRATEGIC PRIORITIES

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

M2019.304 T. Lacher, T. Zariski moved to go into a Closed Meeting at 4:55 pm.
Carried Unanimously.

Labour Matter - Designated Officer (*FOIPP Section 17 Personal Privacy*)

M2019.305 T. Lacher, K. DeMott moved to revert back to the Regular Council Meeting at 5:33 pm.
Carried Unanimously.

M2019.306 J. Garbutt, T. Zariski moved by to give 1st reading of By-Law 15-19 at 5:34 pm.

Regular Council Meeting Minutes
November 12, 2019

Carried Unanimously.

M2019.307 T. Lacher, L. Hansen-Zacharuk moved to return to a Closed Meeting at 5:35 pm.

Carried Unanimously.

Labour Matter - CAO Annual Review Council Preparation (*FOIPP Section 17 Personal Privacy*)

M2019.308 T. Lacher, K. DeMott moved to revert back to the Regular Council Meeting at 7:57 pm.

Carried Unanimously.

14. ADJOURNMENT

M2019.309 T. Lacher, L. Hansen-Zacharuk moved to adjourn the meeting at 7:58 pm.

Carried Unanimously.

Chief Administrative Officer

Mayor



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**Municipal Planning Commission
MINUTES
Meeting of Thursday September 5, 2019**

Present: Tracy Breese, Development Officer
Sean Wallace, Economic Development Manager
Linda Taylor, Recording Secretary
Tom Zariski, Chair Councillor/Member
Sharon Clark, Vice Chair
Tony Lacher, Councillor/Member
Stacey Gallagher, Member
Andrew Luger, Member
Jeff Laurien, Palliser Regional Municipal Services Representative – Director of Planning

Absent: Scott Kuntz, Member - Regrets
Shelley Rymal, Member - Regrets

Delegate(s): A. Wang, J. Castonguay

1.0 CALL TO ORDER – 12:00 pm

T. Zariski presented the Agenda for the September 5, 2019 meeting.

1.1 Agenda – Additions, Deletions or Amendments

Addition – 5.1 Land Use Bylaw - development

Deletion - none

Amendment – none

1.2 Acceptance of Agenda

Motion: - T. Lacher moved to accept the September 5, 2019 agenda with the addition of 5.1 Land Use Bylaw – development

Second: – S. Clark - Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 August 22, 2019

Motion: A. Luger moved to accept the minutes of August 22, 2019

Second: – S. Gallagher - Carried

2.2 Summary of Development Permits

Motion: T. Lacher moved to accept the Summary of Development Permits

Second: – S. Clark - Carried

2.3 Section 8 (1) Application for a Development Permit – for information
Land Use Bylaw Section 8 (1) for MPC members regarding Application for a Development Permit



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3.0 DEVELOPMENT PERMITS

3.1 T00089-19D – Applicant - Variance to site coverage/dwelling – 2 self contained units on second floor

T. Breese presented Development Permit T00089-19D submitted by Applicant for a variance on site coverage from 80% to 100% and create 2 self contained units on the second floor, located at 349 Centre Street, Drumheller on Plan 3099AD; Block 19; Lot 13. Zoning is C-B – Central Commercial District.

T. Breese advised the applicant is applying for a variance to the Site Coverage from 80% to 100%. The Maximum Site Coverage for this District is 80%. Enclosed in your package you will find a Site plan but without an actual survey, I cannot confirm that it is accurate. Without knowing the exact variance needed, a variance to 100% site coverage is being requested. Along with the variance to the site coverage to 100%, this would include a setback variance to both of the side yards from 1.2m (5ft) to 0 m and a Rear Yard setback variance from 6.1 metre (20 ft) to 0 metre.

The applicant is also applying for a dwelling - One or more dwelling units completely self-contained and accessory to a principal commercial use (2 suites on second floor). Dwellings are Discretionary Use in this district.

Parking requirements for this type of development as per Section 52 of the Land Use Bylaw requires a minimum of One (1) parking space per dwelling unit so with this proposal, two are required. As per the applicant there is no on-site parking available but a verbal agreement is in place that the applicant may use the Towns parking lot behind the building. As per the Land Use Bylaw, The Municipal Planning Commission may:

- (i) Accept a payment in-lieu on the number of on-site parking spaces deficient, which payment shall be based on the amount of money in accordance with Town policy in return for the equivalent parking space to be provided by the municipality elsewhere in the District in which the development is proposed;

Further, this Development Permit application was advertised in the local paper under Proposed Developments, circulated to relevant agencies and adjacent land owners and to date, one concerns from an adjacent land owner and a comment came in:

One phone call came in asking about what was happening on the main floor and how come they weren't notified like last time. They did not seem to have any actual concerns about the proposed development itself.

The Director of Infrastructure also had no concerns about the proposed development but would like the garbage bins placed in a designated area with proper screening.

Municipal Planning Commission discussed the application.

Two motions were made in regards to this application.

First Motion: T. Lacher moved to approve Development Permit T00089-19D submitted by Applicant for a variance on site coverage from 80% to 100% as well as variances on both side yards from 1.2m (5ft) to 0 m and a Rear Yard setback variance from 6.1 metre (20 ft) to 0 metre , located at 349 Centre Street, Drumheller on Plan 3099AD; Block 19; Lot 13, subject to the conditions noted below;

Second: S. Gallagher - Carried

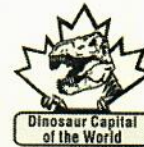
Second Motion: T. Lacher moved to approve Development Permit T00089-19D submitted by Applicant for 2 self contained units, accessory to a principal commercial use, on the second floor, located at 349 Centre Street, Drumheller on Plan 3099AD; Block 19; Lot 13, subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw.
3. All necessary permits (building, electrical, plumbing, etc) to be in place prior to any construction/installation.



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4. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
5. Development to conform and meet the requirements of the Regional Fire and Health Authority. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire and Health Authority that the building is occupiable for such purposes.
6. Applicant to ensure authorization from the property owner is obtained prior to any renovation/modification.
7. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development application may be necessary.
8. Applicant to ensure any/all modifications to water/sewer services to the satisfaction of the Town of Drumheller. Please contact Utilities Manager at 403-823-1330 for approval and specifications.
9. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
10. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. (or as per the Director of Infrastructure). Separate containment must be provided for the disposal and recycling of cardboard materials.
11. Any/all local improvements or upgrade required for development are at owner/applicants expense. All local improvements, and construction thereof, must be approved by the Town of Drumheller including, but not limited to, approaches, driveways, frontage charges, water/sewer services, etc. Please contact 403-823-1330 for approval and specifications.
12. **No development shall be undertaken on the main floor unless an application for it has been approved and a development permit has been issued.**

Second: S. Gallagher – 4 in favor – 1 opposed - Carried

3.2 T00093-19D – Applicant – Accessory building with maximum floor area variance

T. Breese presented Development Permit T00093-19D submitted by Applicant for accessory building (detached garage) with major variance (20%) to maximum floor area from 2500 square feet to 3000 square feet located at 5225 Highway 10 East, Drumheller on Plan 0412557; Block 4; Lot 1. Zoning is A – Agricultural District.

T. Breese advised the purpose of this district is to provide a range of agricultural uses as well as recognizing the need for residential and other uses. All uses in this District are Discretionary Uses.

The applicant wants to amend the original submission to build an Accessory Building (3000 sq. ft. Detached Garage) in the front yard. As per the Land Use Bylaw, Accessory buildings shall not be erected or placed within the minimum required front yard.

As per Section 48. (e) The Development Authority may permit the development of an accessory building and/or use in the front yard under special circumstances dictated by site conditions. Due to the site conditions (the entire rear yard being located in the flood fringe), the location that the applicant has indicated on their site plan makes the most sense.

Further, this Development Permit application was advertised in the local paper under Proposed Developments, circulated to relevant agencies and adjacent land owners and to date, no concerns were raised, only one condition from Alberta Transportation as the applicant will need to apply for a roadside development permit.



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A late submission from D. Durnie – Chief Flood Mitigation Director was received with the following note “*Sections 60 and 61 of the LUB needs to be considered here*”

Town of Drumheller Land Use Bylaw 10-08;

"60. Land Adjacent to a Water Body or Water Course

Where a building or a structure is approved adjacent to a water course or water body, no part of such building or structure shall be sited less than 38 m (125 ft.) from said water course, or water body. For a number of developed areas in the Town this standard is not practical. In these instances, each application for development is to be reviewed and a setback appropriate to the area in question is to be established; however, in all such cases, a minimum distance of 11 m (35 ft.) must be observed. The high-water mark (1:100 year flood risk elevation) as determined by Alberta Environmental Protection shall be used in determining the required setbacks.

61. Land within the 1:100 Year Flood Risk Area

- (a) *Development shall be discouraged on land within the flood risk area as determined by Alberta Environmental Protection;*
- (b) *Development activities in the flood risk area shall be carefully controlled. Low intensive uses such as open space, recreation and agricultural activities shall be preferred.*
- (c) *Subdivision and development of permanent structures shall not be permitted within the flood way;*
- (d) *Notwithstanding the above and at the discretion of the Development Authority, development defined as infill development may be allowed on land within the flood risk area. In all cases, as a condition of development approval, the Developer shall hold the Municipality harmless from any damage to or loss of the development caused by flooding by way of an agreement registered as a caveat or restrictive covenant against the titles of the property being developed; and*
- (e) *At the discretion of the Development Authority and where development does not constitute an infill situation as defined in this bylaw, development may be allowed on land within the flood fringe area if sufficient landfill can be provided to raise the building or development site above the elevation of the 1:100 year flood probability contour or other suitable flood proofing techniques can be employed. The Town may require professional certification to ensure this requirement.”*

T. Breese noted Sections 60 & 61 would not apply, as the development was not located within the distance noted from the water course or within the flood risk area.

Municipal Planning Commission discussed the application. Members discussed building within close proximity to a flood fringe. It was noted the applicant mitigated risk by building out of the flood fringe area by locating the accessory building in the front yard.

Motion: S. Gallagher moved to approve Development Permit T00093-19D submitted by Applicant for accessory building (detached garage) with major variance (20%) to maximum floor area from 2500 square feet to 3000 square feet located at 5225 Highway 10 East, Drumheller on Plan 0412557; Block 4; Lot 1, subject to the following conditions;



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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.
3. Placement of construction as per plot plan submitted.
4. An accessory building shall not be used as a dwelling.
5. Construction to be in accordance with the Alberta Building Code.
6. An accessory building shall be located at least 4.57 m (15 ft.) from any principal building.
7. All necessary permits (building, electrical, gas, etc.) to be in place prior to construction/installations.
8. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services. (Call 823.1330 for the regulations).
9. Exterior finished appearance of the proposed construction to be compatible with that of existing development and to the satisfaction of the Development Authority.
10. 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.
11. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
12. Contractor(s) to have a valid Business License with the Town of Drumheller.
13. **Applicant will need to apply for a roadside development permit from Alberta Transportation and a copy of the permit shall be provided to the Development Officer before construction can begin.**
14. Contact Alberta One-Call to request that buried utilities be located and marked before you dig; secondary utilities are the property owner's responsibility. 1-800-242-3447 Alberta One-Call.

Second: S. Clark – Carried.

3.3 T00101-19D – Applicant – Dwelling – Single detached with front yard and site coverage variance

T. Breese presented Development Permit T00101-19D submitted by Applicant for Dwelling – Single-detached with Front Yard Variance from 7.6metres (25 ft) to 6.1metres (20 ft) and Site Coverage variance from 30% to 33.1% located at 411 14 Street East, Drumheller on Plan 1611903; Block 2; Lot 11. Zoning is R-1 – Residential District.

T. Breese advised the purpose of this district is to provide for low-density residential development in the form of single-detached housing. A Dwelling-Single detached is a permitted Use in the R-1 District, however the applicant is requesting a Variance greater than 10% to the Front Yard setback and Site Coverage so it exceed the authority given to the Development Officer. There is no sidewalk in front of this lot and the setback variance request is consistent with the existing neighborhood.

Further, this Development Permit application was advertised in the local paper under Proposed Developments, circulated to relevant agencies and adjacent land owners and to date, one neighbor faxed in the following comment. *"This is already a high density area. Did everyone not learn from the recent fire on 1 Street SE."*

Municipal Planning Commission discussed the application.

Motion: T. Lacher moved to approve Development Permit T00101-19D submitted by Applicant for Dwelling – Single-detached with Front Yard Variance from 7.6metres (25 ft) to 6.1metres (20 ft) and Site Coverage variance



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from 30% to 33.1% located at 411 14 Street East, Drumheller on Plan 1611903; Block 2; Lot 11, subject to the following conditions;

1. Development shall conform to Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw.
3. Placement of construction as per plans submitted with application.
4. Development subject to any architectural controls registered against the property.
5. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
6. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor. Real Property Report to be submitted to the Town of Drumheller upon completion.
7. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
8. Make provisions for proper installation of water meter as per Town of Drumheller Water/Sewer Bylaw.
9. All contractor's to be in possession of a valid Town of Drumheller business license.
10. Offsite levies and local improvement to be paid prior to the issuance of Safety Code Permits.
11. Any/all local improvements or upgrade required for development are at owner/applicants expense. All local improvements, and construction thereof, must be approved by the Town of Drumheller including, but not limited to, approaches, driveways, frontage charges, water/sewer services, etc. Please contact 403-823-1330 for approval and specifications.
12. Landscaping Plan to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Officer/Municipal Planning Commission.
13. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
14. Contact Alberta One-Call to request that buried utilities be located and marked before you dig; secondary utilities are the property owner's responsibility. 1-800-242-3447 Alberta One-Call.

Second: S. Gallagher – Carried

3.4 T00102-19D – Applicant – Automotive, truck and repair establishment & administrative offices

T. Breese presented Development Permit T00102-19D submitted by Applicant for automotive, truck and repair establishment & administrative offices for oilfield maintenance company, located at 1013 South Railway Avenue, Drumheller on Plan 7611210; Block 1; Lot 12. Zoning is M-1 – Light Industrial District.

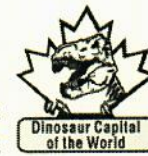
T. Breese advised the purpose of this district is to provide for a variety of industrial and business uses that are compatible with each other and do not adversely affect non-industrial land use.

This building has been occupied over the years by many companies such as a Farm Implement Dealership, a Frozen Food Warehouse and Distributor, and a Small engine Repair & Service. The proposed use is similar to past uses and compatible to the uses in the area.



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In 2012 a development permit for temporary office trailers south of the building was issued for 2 years. In 2013 another development permit to renovate and add a new conference room/hall/office and add a rear breezeway (to attach "temporary" offices) was issued but no variance for the rear setback was requested. As per the attached google pictures, there is no roadway, just a Town of Drumheller Public Utilities Reserve.

This Development Permit application was circulated to relevant agencies and responses from the Town Public Works and Alberta Transportation have responded with no issues or concerns.

Municipal Planning Commission discussed the application.

Motion: T. Lacher moved to approve Development Permit T00102-19D submitted by Applicant for automotive, truck and repair establishment & administrative offices for oilfield maintenance company, located at 1013 South Railway Avenue, Drumheller on Plan 7611210; Block 1; Lot 12, subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw.
3. All necessary permits (building, electrical, plumbing, etc) to be in place prior to any construction/installation.
4. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
5. Development to conform and meet the requirements of the Regional Fire and Health Authority. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire and Health Authority that the building is occupiable for such purposes.
6. Applicant to ensure authorization from the property owner is obtained prior to any renovation/modification.
7. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development application may be necessary.
8. Development application is required for signage placement and made under separate application prior to placement.
9. Applicant to ensure any/all modifications to water/sewer services to the satisfaction of the Town of Drumheller. Please contact Utilities Manager at 403-823-1330 for approval and specifications.
10. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
11. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. Separate containment must be provided for the disposal and recycling of cardboard materials.
12. Annual Business License is required.

Second: S.Gallagher – Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES



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5.0 OTHER DISCUSSION ITEMS

5.1 Land Use Bylaw - development

Discussion on Land Use Bylaw revisions, the process for implementing the revisions, discussion on permitted and discretionary uses.

6.0 Adjournment – S. Gallagher adjourned meeting at 1:03 pm.

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Chairperson

A handwritten signature in blue ink, written over a horizontal line.

Development Officer

Attachments: Agenda



**Municipal Planning Commission
MINUTES
Meeting of Thursday October 3, 2019**

Present: Tracy Breese, Development Officer
Darryl Drohomerski, CAO – exit 1:10 pm
Sean Wallace, Economic Development Manager- exit 1:05 pm
Linda Taylor, Recording Secretary
Sharon Clark, Vice Chair - Meeting Chair – exit 1:50 pm
Tony Lacher, Councillor/Member
Stacey Gallagher, Member
Scott Kuntz, Member – exit 1:29 pm
Andrew Luger, Member

Absent: Tom Zariski, Chair Councillor/Member – Regrets
Shelley Rymal, Member - Regrets

Delegate(s):

1.0 CALL TO ORDER – 12:05 pm

S. Clark presented the Agenda for the October 3, 2019 meeting.

1.1 Agenda – Additions, Deletions or Amendments

Addition - none

Deletion - none

Amendment - none

1.2 Acceptance of Agenda

Motion: - S. Kuntz moved to accept the agenda for the October 3, 2019 agenda
Second: – A. Luger - Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 September 19, 2019

Motion: T. Lacher moved to accept the minutes of September 19, 2019
Second: – S. Gallagher - Carried

2.2 Summary of Development Permits

Motion: A. Luger moved to accept the Summary of Development Permits
Second: – S. Kuntz - Carried
Chair S. Clark remarked the Summary of Development Permits are very helpful



DRUMHELLER

COMMUNITY SERVICES



3.0 DEVELOPMENT PERMITS

3.1 T00117-19D – Fence – Variance to Height

T. Breese presented Development Permit T00117-19D submitted by Applicant for a variance to the height of the fence located at 195 3 Avenue West, Drumheller on Plan 7710AP; Block 20; Lot 1. Zoning is C-B – Central Commercial District.

T. Breese advised the applicant has started building a new fence and wants to go higher than what is currently there. The applicant is applying to a Variance to the Maximum Height from 6 ft. (72 inches) to 6.8 ft. (81.5 inches), a variance of approximately 14%. The current fence is already over height at approximately 6.5 ft. (78 inches). The reason the applicant wants to go a little higher is to decrease or help eliminate the people jumping over the fence from the street onto their property.

Further, this Development Permit application was advertised in the local paper under Proposed Developments and circulated internally to the Infrastructure and Public Works department and to date, no concerns were raised.

Municipal Planning Commission discussed the application.

Motion: S. Gallagher moved to approve presented Development Permit T00117-19D submitted by Applicant for a variance to the height of the fence located at 195 3 Avenue West, Drumheller on Plan 7710AP; Block 20; Lot 1 subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw.
3. Height of fence not to exceed 6.8 ft. (81.5 inches).
4. Construction to be in accordance with the Alberta Building Code.
5. All necessary permits (building, electrical, gas, etc.) to be in place prior to construction/installations.
6. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services. (Call 823.1330 for the regulations).
7. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Authority. An additional development permit may be necessary.
8. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
9. Contractor(s) to have a valid Business License with the Town of Drumheller.
10. Contact Alberta One-Call to request that buried utilities be located and marked before you dig; secondary utilities are the property owner's responsibility. 1-800-242-3447 Alberta One-Call
11. Placement of fence to not encroach onto the Town's property.
12. Fence to be stained or painted within 30 days and to be compatible with that of existing development and to the satisfaction of the Development Authority.

Second: T. Lacher – Vote 4 in favor 1 opposed - Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES



5.0 OTHER DISCUSSION ITEMS

5.1 SDAB decision (in camera)

Motion: S. Kuntz moved to go in camera 12:22 pm

Second: S. Gallagher – Carried

Motion: S. Gallagher moved to go out of camera 12:33 pm

Second: S. Kuntz – Carried

5.2 LUB discussion

The discussion was on the R-1 Residential District as it is more relatable than say Agricultural would be to start with
NOTE: bold italic wording is from the current Land Use Bylaw 10-08
The regular wording is notes from the Municipal Planning Committee

R-1 -- Residential District

The purpose of this district is to provide for low-density residential development in the form of single-detached housing.

(a) Permitted Uses

Accessory buildings and uses

- Noted for information purpose only that a garden shed size of 10'x10'x8' is allowed with no development permit required

Dwelling - Single-detached

Permitted signs

Public park

(b) Discretionary Uses

Accessory Building – Portable

- Move to a permitted use
- Should be defined as temporary

Bed and breakfast establishment

Day Home

Dwelling - Manufactured home in existence prior to January 1, 2013

- request to have this information more defined (what exactly does this statement mean)
- this dwelling should remain as discretionary in this district
- this one should possibly even be removed – what about the loss of an existing home due to fire?



DRUMHELLER

COMMUNITY SERVICES



Dwelling – Moved on

- this dwelling could be moved to permitted use only if it is new and never lived in
- if it is an existing dwelling it should be a discretionary use

Dwelling – Ready To Move (RTM)

- this dwelling could be moved to permitted use only if it is new and never lived in
- if it is an existing dwelling it should be a discretionary use

Group Home

- stay as discretionary

Home occupation

- Development officer can approve a "minor" home occupation such as home office – move to permitted
- A "major" home occupation that may affect the neighborhood with traffic or noise – should remain as a discretionary use

Parks and Playgrounds

- Move to a permitted use

Public and quasi-public buildings, ~~required to serve this district~~

- Remove the stroked out wording

Public utility building (~~required to serve this district~~)

- Remove the stroked out wording
- The definitions for utility buildings should be defined

Secondary Suite

Tourist dwelling

Worship facility

Descriptions and definitions that should to be added and/or better defined in the Land Use Bylaw revision are:

- Boarding House
- Rooming House – (multi-individuals may rent a room but share the bathroom(s) and kitchen facilities)
- Bed and Breakfast
- Tourist Dwelling
- Convalescing homes
- Single party definition (tourist dwelling)
- Dwelling – Moved on – with age discretions noted
- Dwelling – Ready To Move (RTM) – with age discretions noted
- Dwelling - Manufactured home in existence prior to January 1, 2013 - with age discretions noted
- Accessory Building – portable – better defined
- Utility Buildings such as power, gas, utility, lift stations for water or sewer
- Tent Garages
- Modular Home
- RTM – Ready to Move
- Manufactured Home
- Existing Dwelling moved from one location to another



DRUMHELLER

COMMUNITY SERVICES

AGENDA ITEM #4.2.2.



- 6.0 NEXT MEETING DATE – October 17, 2019
- 7.0 Adjournment – Meeting adjourned at 1:56 pm by T. Lacher Second A. Luger.

Chairperson

Development Officer

Attachments: Agenda

THE TOWN OF DRUMHELLER

BY-LAW NUMBER 16.19

THIS IS A BY-LAW OF THE TOWN OF DRUMHELLER, in the Province of Alberta for the purpose of closing a portion of a undeveloped Lane to public travel and acquiring title to these lands in the name of THE TOWN OF DRUMHELLER for retention or sale as Council may determine; in accordance with the Section 22 of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000, as amended.

WHEREAS; an undeveloped Lane in Block 2, Plan 4128 E.Q. in the East Coulee District created by Subdivision Plan 4128 E.Q. hereinafter described is not required for public travel and an application has been made to the Town of Drumheller to have this undeveloped Lane closed, and

WHEREAS; this Lane has not been developed, has never been used for public travel and will never be required for public road or other public purposes in the foreseeable future, and

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

WHEREAS: the Council of the Town of Drumheller held a public hearing on the _____ day of _____ A.D., 2019 at their regular or special meeting of Council in which all interested parties were provided an opportunity to be heard, and

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

NOW THEREFORE; be it resolved that THE COUNCIL of THE TOWN OF DRUMHELLER, in the Province of Alberta does hereby enact to close that portion of the Lane created by Subdivision Plan 4128 E.Q. shown on Schedule "A" attached and more particularly described as:

PLAN 4128 E.Q.

BLOCK 2

THE LANE LYING BETEEN LOTS 7 AND 11.

EXCEPTING THEREOUT ALL MINES AND MINERALS

from public use, obtain title to same in the name of THE TOWN OF DRUMHELLER, a Municipal Body Corporate, of 224 Centre Street, DRUMHELLER, Alberta. T0J 0Y4.

2.

**THE TOWN OF DRUMHELLER
BY-LAW NUMBER 16.19 (CONT'D.)**

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

READ AND PASSED THE FIRST TIME BY THE COUNCIL OF THE TOWN OF DRUMHELLER
this day of A.D. 2019 .

MAYOR: HER WORSHIP; HEATHER COLBERG

Seal

DARRYL E. DROHOMERSKI, C.E.T..
CHIEF ADMINISTRATIVE OFFICER

APPROVED BY: ALBERTA INFRASTRUCTURE and TRANSPORTATION

Seal

MINISTER OF ALBERTA INFRASTRUCTURE AND TRANSPORTATION
RM. 425, LEGISLATIVE BUILDING,
10800 97TH. AVENUE, EDMONTON, ALBERTA. T5K 2B6

READ AND PASSED THE SECOND TIME BY THE COUNCIL OF THE TOWN OF DRUMHELLER
this day of A.D. 2019. .

MAYOR: HER WORSHIP; HEATHER COLBERG

Seal

DARRYL E. DROHOMERSKI, C.E.T..
CHIEF ADMINISTRATIVE OFFICER

READ AND PASSED THE THIRD TIME BY THE COUNCIL OF THE TOWN OF DRUMHELLER
this day of A.D. 2019 .

MAYOR: HER WORSHIP; HEATHER COLBERG

Seal

DARRYL E. DROHOMERSKI, C.E.T..
CHIEF ADMINISTRATIVE OFFICER

PUBLIC NOTICE

Pursuant to Section 22 of the Municipal Government Act; The Town of Drumheller intends to consider a By-Law to close a Lane in Block 2, Plan 4128 E.Q. in the East Coulee District.; the said lands being shown cross-hatched on the attached plan designated ■SCHEDULE -A■ and to sell or hold these lands as Council sees fit.

Any person adversely affected by this proposed Lane Closure or otherwise wishing to address Council related to this issue shall attend the Council meeting of The Town of Drumheller at to be held in Council chambers at the Town of Drumheller office onday of2019; said meeting being convened to provide the public at large an opportunity to be heard in accordance with the Municipal Government Act.

PUBLIC NOTICE

Pursuant to Section 22 of the Municipal Government Act; The Town of Drumheller intends to consider a By-Law to close a Lane in Block 2, Plan 4128 E.Q. in the East Coulee District.; the said lands being shown cross-hatched on the attached plan designated ■SCHEDULE -A■ and to sell or hold these lands as Council sees fit.

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EAST COULEE DISTRICT
— DRUMHELLER, ALBERTA —

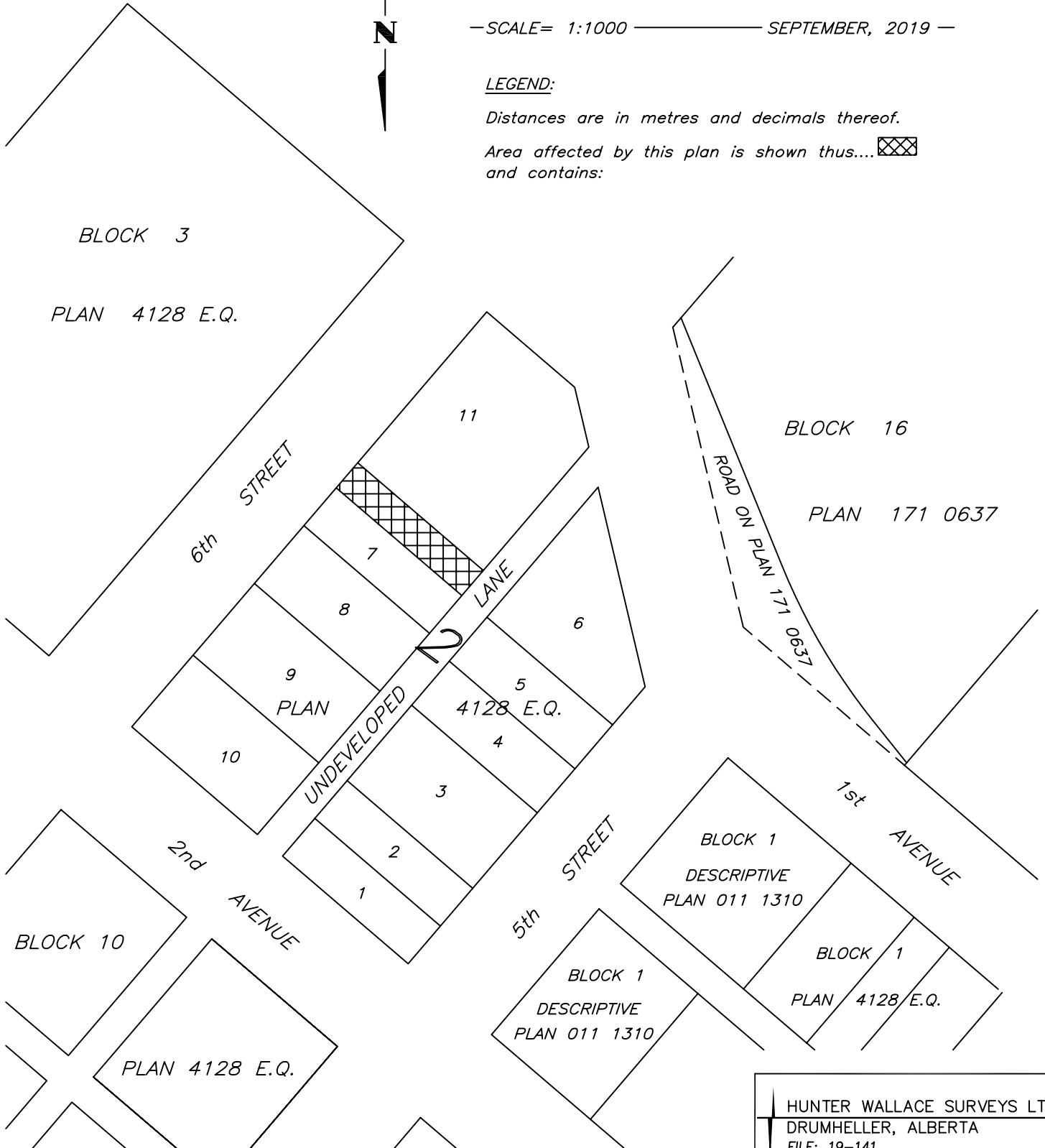
*PLAN SHOWING PROPOSED LANE CLOSURE
ADJACENT TO
LOT 7, BLOCK 2, PLAN 4128 E.Q.*

—SCALE= 1:1000 ————— SEPTEMBER, 2019 —

LEGEND:

Distances are in metres and decimals thereof.

Area affected by this plan is shown thus... and contains:



HUNTER WALLACE SURVEYS LTD.
DRUMHELLER, ALBERTA
FILE: 19-141

THE TOWN OF DRUMHELLER

BY-LAW NUMBER 17.19

THIS IS A BY-LAW OF THE TOWN OF DRUMHELLER, in the Province of Alberta for the purpose of closing a portion of a undeveloped Street (3rd. Street S.W. on Plan 4159 C.P.) to public travel and acquiring title to these lands in the name of THE TOWN OF DRUMHELLER for retention or sale as Council may determine; in accordance with the Section 22 of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000, as amended.

WHEREAS; an undeveloped portion of 3rd. Street S.W. created by Subdivision Plan 4159 C.P. hereinafter described is not required for public travel and an application has been made to the Town of Drumheller to have a portion of this undeveloped Street closed, and

WHEREAS; this portion of 3rd. Street S.W. has not been developed, has never been used for public travel and will never be required for public road or other public purposes in the foreseeable future, and

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

WHEREAS: the Council of the Town of Drumheller held a public hearing on the _____ day of _____ A.D., 2019 at their regular or special meeting of Council in which all interested parties were provided an opportunity to be heard, and

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

NOW THEREFORE; be it resolved that THE COUNCIL of THE TOWN OF DRUMHELLER, in the Province of Alberta does hereby enact to close that portion of 3rd. Street S.W. created by Subdivision Plan 4159 C.P. shown on Schedule "A" attached and more particularly described as:

PLAN 4159 C.P.

THE WESTERLY 2.44 METRES IN PERPENDICULAR WIDTH THROUGHOUT
3RD. STREET S.W. WHICH LIES ADJACENT TO THE EAST BOUNDARY OF
LOT 1, BLOCK 2, PLAN 4159 C.P.

EXCEPTING THEREOUT ALL MINES AND MINERALS

from public use, obtain title to same in the name of THE TOWN OF DRUMHELLER, a Municipal Body Corporate, of 224 Centre Street, DRUMHELLER, Alberta. T0J 0Y4.

.....2

2.

**THE TOWN OF DRUMHELLER
BY-LAW NUMBER 17.19 (CONT'D.)**

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

READ AND PASSED THE FIRST TIME BY THE COUNCIL OF THE TOWN OF DRUMHELLER
this day of A.D. 2019 .

MAYOR: HER WORSHIP; HEATHER COLBERG

Seal

DARRYL E. DROHOMERSKI, C.E.T..
CHIEF ADMINISTRATIVE OFFICER

APPROVED BY: ALBERTA INFRASTRUCTURE and TRANSPORTATION

Seal

MINISTER OF ALBERTA INFRASTRUCTURE AND TRANSPORTATION
RM. 425, LEGISLATIVE BUILDING,
10800 97TH. AVENUE, EDMONTON, ALBERTA. T5K 2B6

READ AND PASSED THE SECOND TIME BY THE COUNCIL OF THE TOWN OF DRUMHELLER
this day of A.D. 2019. .

MAYOR: HER WORSHIP; HEATHER COLBERG

Seal

DARRYL E. DROHOMERSKI, C.E.T..
CHIEF ADMINISTRATIVE OFFICER

READ AND PASSED THE THIRD TIME BY THE COUNCIL OF THE TOWN OF DRUMHELLER
this day of A.D. 2019 .

MAYOR: HER WORSHIP; HEATHER COLBERG

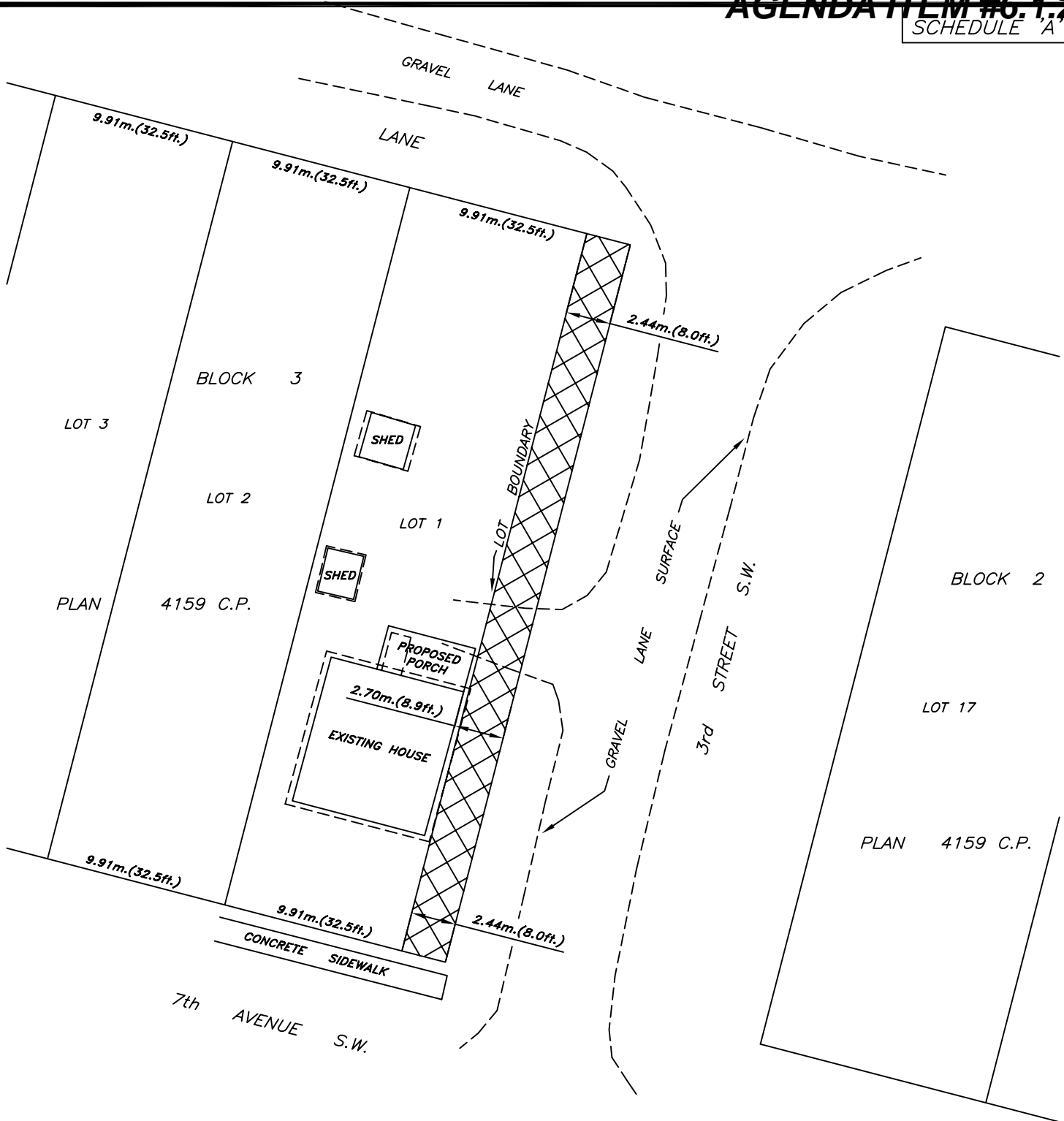
Seal

DARRYL E. DROHOMERSKI, C.E.T..
CHIEF ADMINISTRATIVE OFFICER

PUBLIC NOTICE

Pursuant to Section 22 of the Municipal Government Act; The Town of Drumheller intends to consider a By-Law to close an undeveloped portion 3rd. Street S.W. created by Subdivision Plan 4159 C.P.; the said lands being shown cross-hatched on the attached plan designated as ■SCHEDULE -A■ and to sell or hold these lands as Council sees fit.

Any person adversely affected by this proposed road closure or otherwise wishing to address Council related to this issue shall attend the Council meeting of The Town of Drumheller at to be held in Council chambers at the Town of Drumheller office onday of2019; said meeting being convened to provide the public at large an opportunity to be heard in accordance with the Municipal Government Act.




—DRUMHELLER, ALBERTA—
 PLAN SHOWING ROAD CLOSURE
 AFFECTING PART OF
 3rd STREET S.W. ON PLAN 4159 C.P.
 ADJACENT TO
 LOT 1, BLOCK 3, PLAN 4159 C.P.

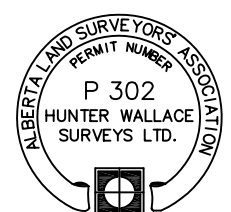
—SCALE= 1:300 — 2019 — W.R.HUNTER, A.L.S.—



LEGEND:

Distances are in metres and decimals thereof.

Area affected by this plan is shown thus... 
 and contains: 98.11sq.metres(1056.0sq.feet.)



HUNTER WALLACE SURVEYS LTD.
 DRUMHELLER, ALBERTA
 FILE: 19-123



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	ECONOMIC DEVELOPMENT ADVISORY COMMITTEE APPOINTMENTS
DATE:	November 15, 2019
PRESENTED BY:	Darryl Drohomerski
ATTACHMENT:	Application Forms

SUMMARY

The Town of Drumheller is seeking two public at large members to sit on the Economic Development Advisory Committee. Two applications have come forward, from Terri Murray and Brian Yanish. Administration is recommending that Council approve the appointments of Terri Murray and Brian Yanish to this committee. There are three (3) year terms of appointment assigned to this committee.

RECOMMENDATION:

The Economic Development Advisory Committee recommends the appointment of Terri Murray and Brian Yanish for three (3) year terms.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

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. Volunteer appointments are necessary to ensure the success of the Economic Development Advisory Committee.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Good governance.

COMMUNICATION PLAN:

Board appointments are posted on the Town’s website.

MOTION:

That Council approve the appointments of Terri Murray and Brian Yanish to the Economic Development Advisory Committee for three (3) terms expiring in 2022.

Prepared By: Sean Wallace
Manager of Economic Development

Reviewed By: Darryl Drohomerski, C.E.T.
Chief Administrative Officer

RECEIVED

OCT 28 2019 LV



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS

Date Oct. 24 / 19

Board applied for Economic Development Advisor

Name of Applicant Terri Murray

Full Address _____ Postal _____

Length of Residency in Town 2 years

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards N/A

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

Diploma in Urban & Regional Planning from NAIT.
Worked at City of Calgary in planning department
for 8 years. Degree with a major of Economics.
Currently, part owner of Canadian Tire in Drumheller.

Terri Murray

 Signature of Applicant

Return Email Address:
dappleton@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 FOIP Coordinator at (403)823-1339.

Town of Drumheller
 224 Centre Street
 Drumheller AB T0J 0Y4

www.dinosaurvalley.com

Telephone: (403) 823-1339
 Fax: (403) 823-8000



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date 11/6/19

Board applied for Economic Development Committee

Name of Applicant Brian Yanish

Full Address _____ Postal Code T0J0Y

Length of Residency in Town 27

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards Downtown business associations

Chamber committee director, Director of mall marketing boards

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

Brief timeline: Tranfered to Drumheller 1992 with Woolco/Worthworth ran store until closed

Ran woodworking business for 4 years.

Set up and managed Liquitation World for 10 years. - Safety Cord. for Gangster Ent for 8 years

I've done online website development and marketing for the past 15+ years. Full time for past 6 years.



Signature of Applicant

Return Email Address:
dappleton@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

www.dinosaurvalley.com

Telephone: (403) 823-1339
Fax: (403) 823-8006

Town of Drumheller

BYLAW NUMBER 12.19

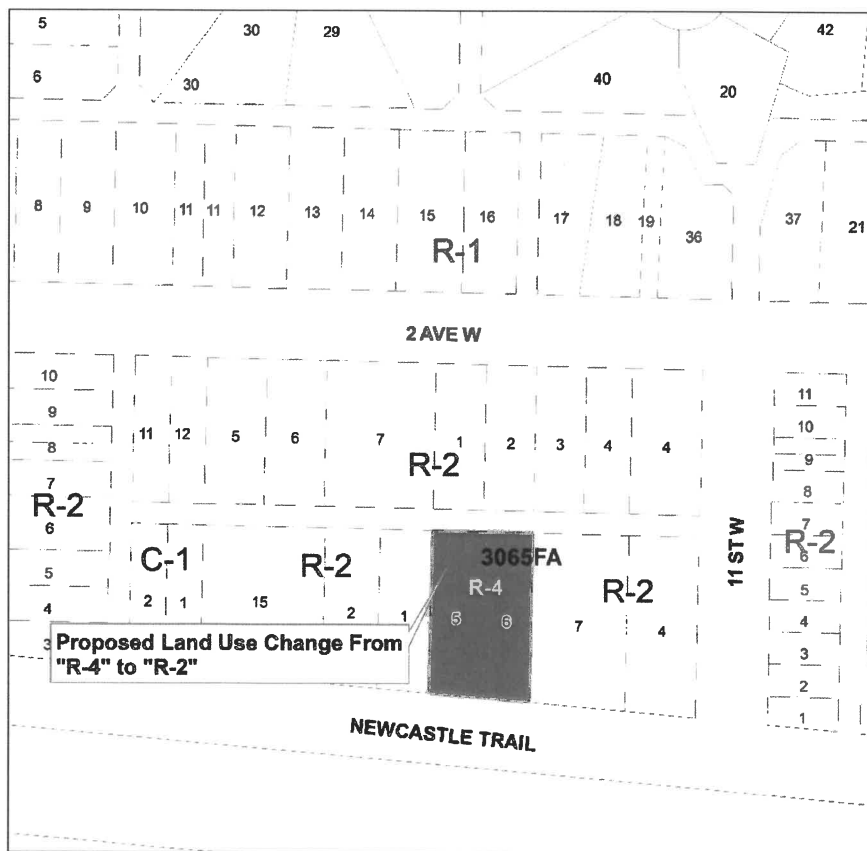
BEING A BYLAW TO AMEND LAND USE BYLAW 10-08 FOR THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

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 Plan 3065FA Lots 5-6, in the Town of Drumheller, from R-4 (Residential District) to R-2 (Residential District) District as shown on the plan below:



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



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	2019 Pierce Ascendant 110' Platform Ladder/Pumper Fire Apparatus
DATE:	November 25, 2019
PRESENTED BY:	Greg Peters Director of Protective Services
ATTACHMENT:	Evaluated Summary of Results Schedule A - Summary of Evaluation Highlights

SUMMARY

Administration is seeking approval to purchase One (1) 2019 Pierce Ascendant Quint Aerial Platform Ladder/Pumper Fire Truck Apparatus from Commercial Emergency Equipment of Calgary, Alberta.

A Request for Proposal was posted per the Town's Purchasing Policy on the Town website and on the Alberta Purchasing Connection website. The RFP closed on August 22, 2019. At the time of closing, three (3) proposals were received ranging in price from \$1,649,000.00 to \$1,363,588.00 and are summarized as follows:

NAME	TOTAL TENDER AMOUNT
Commercial Truck Equipment Co.	\$ 1,363,588.00
Dependable Truck	\$ 1,425,500.00
Fort Garry Fire Truck	\$ 1,649,000.00

Unlike a tender, request for proposals are rated on more than price alone; rather they are evaluated against other additional criteria as outlined within the proposal document. The table categories were included in the RFP for the information of proponents. The evaluation table results are below:

Company	Responsiveness to Specifications 40%	Delivery Date 10%	Manufacturer & Dealer History 10%	Price & Finance Options 30%	References 10%	Ranking
Commercial Truck Equipment Co.	40	7	10	30	10	97/ 1
Dependable Truck	40	8	10	27	10	95/ 2
Fort Garry Fire Truck	40	10	10	20	10	90/ 3

Given the significant range in pricing between proposals received, further evaluation against the remaining criteria was completed. After evaluation, the lowest priced unit was also the unit that best fit the specifications in the RFP. This was agreed upon unanimously by the evaluation panel.

The amount budgeted was \$1,100,000. The initial price submitted, however, exceeded the budgeted amount by approximately \$263,000. Detailed efforts to reduce costs by reviewing the RFP as well as several conversations with the proposed supplier. In discussion with the supplier, it was determined other units were available at a reduced price with substantially the same chassis, frame and unit built for an identical purpose. After discussions with the supplier it was determined that an in stock Pierce Ascendant Aerial Platform unit was available to the town that came at a savings of \$47,000.

BACKGROUND

The proposed aerial apparatus meets the requirements of the Drumheller RFP, which asks for a quint apparatus. A quintuple combination pumper or quint is a fire service apparatus that serves the dual purpose of an engine and a ladder truck. The benefit of a quint is that it can fulfill the normal requirements of a typical fire truck (carries its own water supply, a pump and hoses) as well as act as an aerial appliance when needed (aerial device and ladders for high reach).

RECOMMENDATION:

Administration recommends awarding the contract for supply and delivery of one (1) 2019 Pierce Ascendant Quint Aerial Platform Ladder/Pumper Fire Truck Apparatus to Commercial Emergency Equipment of Calgary, Alberta.

DISCUSSION**BENEFITS**

The quint aerial truck is a modern apparatus that is a multi purpose unit. The proposed apparatus is a well-equipped truck that will meet the needs of the Drumheller Fire Department. It represents a considerable upgrade to the capabilities of the department and adds modern technology to the Drumheller fleet. It will allow the dispersal of older units that we presently have extreme difficulty in maintaining.

Presently the Drumheller Fire department has on a 1982 Superior Simon Snorkel. It has a 1050 gallon per minute pump and a 103 foot articulating boom aerial truck. It is well past its service life as recommended by the National Fire Protection Association and Fire Underwriters Survey guidelines which strongly suggests equipment older than 20 years should be retired and replaced.

Additionally, the new unit carries its own water. It will also be used as a first response unit. It will replace the existing aerial truck and a pumper truck. The department anticipates this unit will attend almost all of the calls for service unless reliable initial information precludes it being considered. This will be advantageous in the event of personnel shortages when fewer on call firefighters may respond to a call for service. Firefighters will have an apparatus at hand that can employ multiple means to combat a fire. Also given the vehicles composition and number of axles it can be driven by any on call firefighter with a class 5 license.

The Director is recommending, in cooperation with the Fire Chief, that if this unit is purchased we will be instituting an extensive initial training program with the seller and then a yearly training/qualification program will be developed. This will be a specialized and expensive unit that requires a high level of technological knowledge and skill to operate.

DISADVANTAGES

There are no known disadvantages to awarding the contract to Commercial Emergency Equipment Company. This is, however, an expensive truck.

ALTERNATIVES

- Alternatives to the recommendation are to not purchase the described apparatus. Firefighters and Public Works mechanic staff would continue to operate and maintain the present aerial truck until such time it can no longer be used safely.
- Searching for a less expensive demonstrator unit. Used units of this type of truck are extremely rare. The purchase of a used fire apparatus brings other inherent risks as well and no warranty.
- Inasmuch as this unit will be used on calls for service to assist our neighbouring municipal partners perhaps discussions could be held with them to discuss the possibility of us purchasing such a unit together.

FINANCIAL IMPACT:

The unit cost is \$216,841.00 in excess of the budgeted amount. The total cost of the truck is \$1,316,841.00. The Director of Corporate Services advises that the additional funds needed beyond the initial budgeted amount of \$1,100,000.00 will be requested from MSI funding. There is a marked difference in the 2019 price compared to a 2018 price on a previous tender that was not actioned.

The 2018 tender was for an aerial ladder without platform. The 2019 request was for a platform ladder. The platform costs approximately \$100,000 more. The USD/CAD Dollar exchange was 12% less at the time of the 2018 tender. There have been two 3% price increases since the 2018 tender. In addition the 2018 tender unit quoted was built before the steel/aluminum tariff issue; the 2019 unit has a surcharge attached to it for raw material costs. The tariff on this unit is \$39,115.00 CAD. Lastly there are differences in the specifications in 2019 from the 2018 tender.

The final cost includes a discount of \$2,500 for prepayment, three day on site/after delivery orientation and training program in Drumheller and final inspection trip for two fire department members to the factory in Wisconsin. Costs to insure this unit are not high by comparison and with our present insurance coverage it will be fully covered for approximately \$2,050.00 per year.

STRATEGIC POLICY ALIGNMENT:

This new apparatus will enable the Town of Drumheller Fire Department to maintain a high quality of firefighting response for the safety and protection of the citizens of Drumheller.

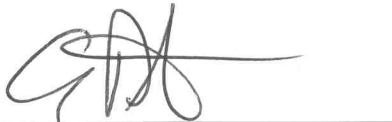
COMMUNICATION PLAN:

The successful and other proponents will be notified of the contract award by way of formal response. Notice of award will also be posted on the Town’s website along with Unevaluated Tender Total Summary.

MOTION: Councillor _____

Move to approve award of the contract for the supply and delivery of one (1) 2019 Quint Aerial platform fire apparatus unit to Commercial Emergency Equipment Company of Calgary, Alberta for \$1,316,841.00 with the total amount, including over expenditure, to be funded through MSI.

Secunder: _____



Prepared By: Greg Peters
Director, Protective Services



Approved By: Darryl Drohomerski
Chief Administrative Officer

Town of Drumheller

BYLAW NUMBER 12.19

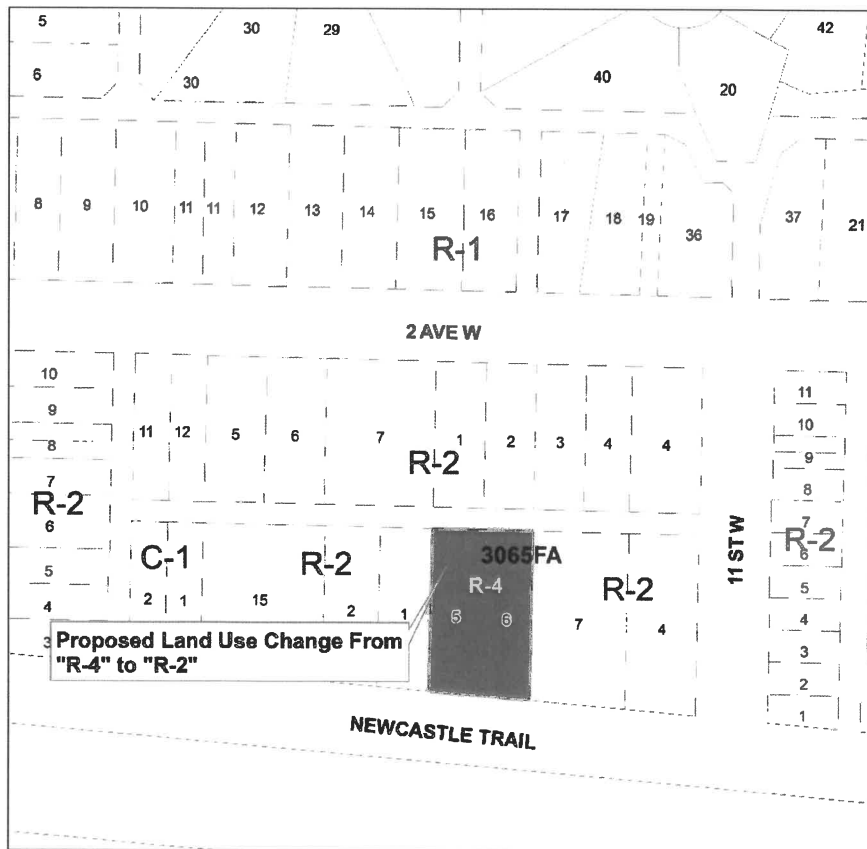
BEING A BYLAW TO AMEND LAND USE BYLAW 10-08 FOR THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

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 Plan 3065FA Lots 5-6, in the Town of Drumheller, from R-4 (Residential District) to R-2 (Residential District) District as shown on the plan below:



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: November 21, 2019
To: Town of Drumheller Council
From: Devin Diano, Planner
Re: Bylaw 12.19. – A Proposed Bylaw to Amend Land Use Bylaw 10-08

Purpose:

The purpose of Bylaw 12.19 is to consider an application to amend Land Use bylaw 10-08 (LUB) by changing the land use classification for Plan 3065FA Lots 5-6 (Civic Address: 1114 Newcastle Trail) in the Town of Drumheller.

An application was submitted to Palliser Regional Municipal Services (PRMS) to re-district (rezone) this property from R-4 (Residential District) to R-2 (Residential District) as seen in the attached maps. The application was submitted by W. Harry Gough, the agent authorized to act on behalf of the registered landowner Royal Robert Livingstone, Executor for the estate of Stanley Allen Maldwin Cody.

Background Information:

The agent has been retained to act on behalf of the registered owner for the purpose of the sale of the subject property. In the process of selling the property, the Town of Drumheller was asked to provide a Certificate Respecting Compliance (attached). This certificate identified that the Principal Building (Single Family Dwelling) within the property **is not** in conformity with the provisions of the LUB for the R-4 District. Within the R-4 District, Single Family Dwelling is not a Permitted Use nor a Discretionary Use.

For the Executor to sell the property and complete the estate, these lands will need to be rezoned to the proposed R-2 District which will bring the existing Single Family Dwelling into compliance with the LUB.

Land Use Considerations:

The subject property is currently bordered by R-2 District residential properties on the east, west and north shared boundaries. Rezoning the subject property to the proposed R-2 District is not anticipated to create any adverse impacts to surrounding properties and will be consistent with the surrounding R-2 District parcels and residential development.



The existing Single Family Dwelling and Accessory Building (detached garage) will be permitted uses under the proposed R-2 District. Further, rezoning to the proposed R-2 District will permit all uses within the R-2 District as outline in the LUB.

Lastly, The Municipal Development Plan (MDP) Future Land Use Map does not indicate a designated future land use for the subject property, making this request consistent with the MDP.

Process- Statutory Requirements for Advertising:

The bylaw was granted first reading by Council on October 28, 2019. A Public Hearing Date was set for November 25, 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 12.19.

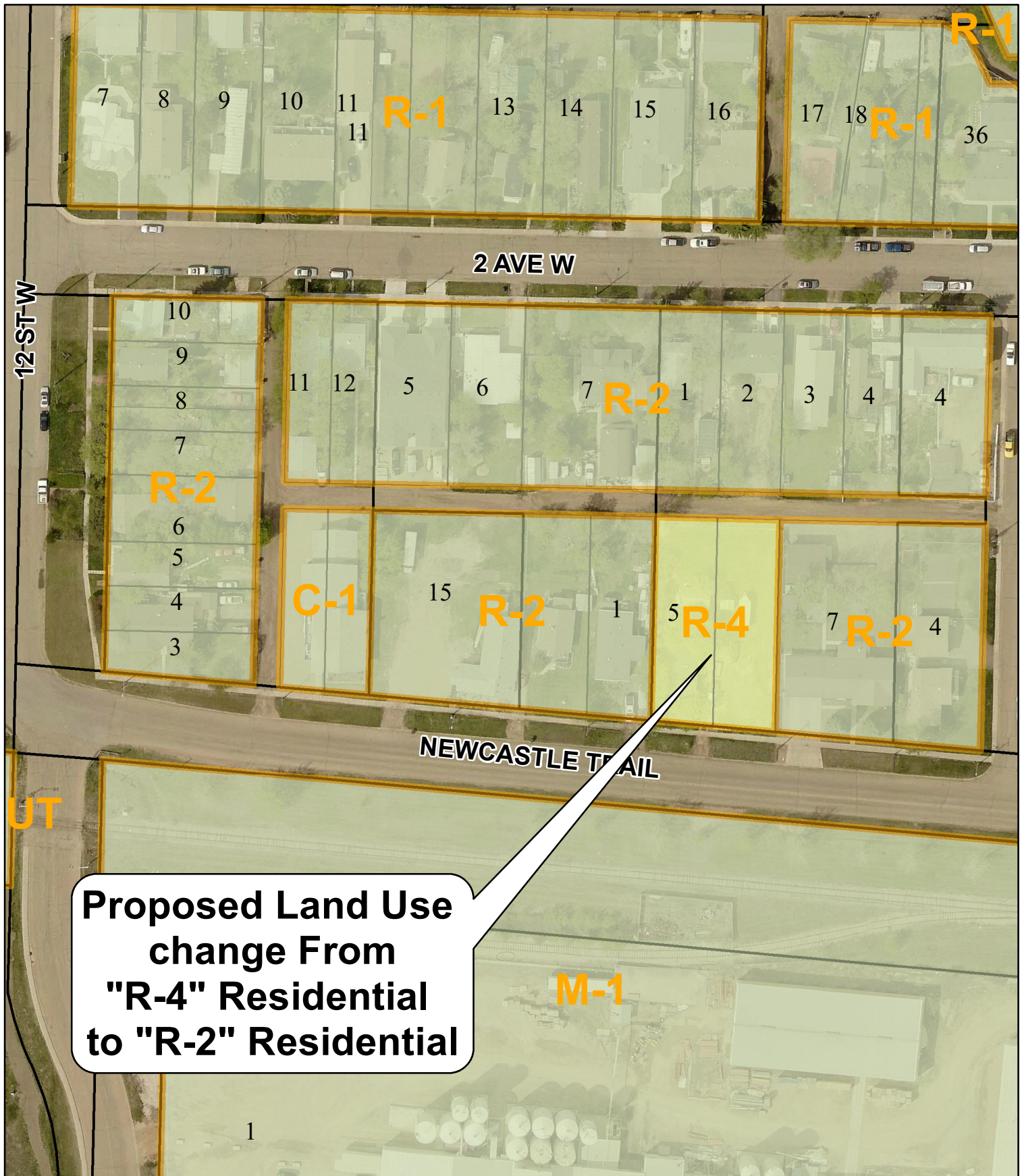
Site Location

AGENDA ITEM #8.1.



**Proposed Land Use
Change From
"R-4" Residential
to "R-2" Residential**

Proposed Land Use Change ~~R-4 to R-2~~ ^{AGENDA ITEM #8.1.}



Proposed Land Use change From "R-4" Residential to "R-2" Residential



DRUMHELLER

COMMUNITY SERVICES



CERTIFICATE RESPECTING COMPLIANCE

- A. PROPERTY DESCRIPTION: Plan 3065 FA; Lot 5
1114 Newcastle Trail, Drumheller

Subject to the following qualifications stated below, it is hereby certified:

1. That the property is located within a **R4** district under the provisions of the Town of Drumheller Land Use Bylaw.
2. The permitted and discretionary uses for the district include:

Permitted Uses

- Accessory buildings and uses
- Day Home
- Dwelling-Duplex
- Dwelling-Multiple Unit (Apartment) up to four dwelling units
- Dwelling-Multiple Unit (Attached Housing) up to four dwelling units
- Permitted signs

Discretionary Uses

- Assisted Living
- Day care Centre
- Dwelling-Multiple Unit (Apartment) with more than four dwelling units
- Dwelling-Multiple Unit (Attached Housing) with more than four dwelling units
- Group Home
- Home Occupation
- Out-of-School Care Centre
- Parking Lot
- Parks and Playgrounds
- Public and quasi-public buildings, required to serve the district
- Public utility building-required to serve the district
- Residential Care Facility
- Supportive Living
- Seniors Lodge
- Worship facilities

3. The location of the building(s) within the property **are not** in conformity with the provisions of the Town of Drumheller Land Use Bylaw given:

- The Principal Building (Single Family Dwelling) is not a Permitted Use nor a Discretionary Use under the R-4 District.

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

DEVELOPMENT CONTROL

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E-mail: development@dinosaurvalley.com



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B. This Certificate is subject to the following qualifications:

1. The Town is relying entirely on the Alberta Land Surveyor's Real Property Report dated the 12th day of June, 2018 signed by William R. Hunter, ALS (copy attached) with respect to the location of the building(s) within the property and the Town makes no representations as to the actual location of the buildings.
2. The Town has not conducted an inspection of the property.
3. The right to continue any nonconforming building will terminate in accordance with the terms and provisions of the Municipal Government Act Section 643.
4. The Town assumes no responsibility or liability for any inaccuracy, mistake or error of law or fact set forth in Part A of this Certificate which arises from the information supplied by or on behalf of the applicant nor does the Town warrant the accuracy of the information provided.
5. This Certificate respecting Compliance relates only to the requirements of the Town of Drumheller Land Use Bylaw, and does not relate to the requirements of any federal, provincial or other municipal legislation and makes no representations about compliance with the requirements of building permits or the applicable Safety Codes Act requirements nor to the terms or condition of any easement, covenant, building scheme, agreement or other document affecting the building(s) or land.
6. This Certificate addresses only the compliance of buildings and structures with respect to their location on the property and does not address any other issue of land use or the existence or non-existence of a Development Permit.

DATED at the Town of Drumheller, this 26th day of August, 2019.

Tracy Breese
Development Officer
Town of Drumheller

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

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