

Town of Drumheller COUNCIL MEETING AGENDA

Monday, September 16, 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 2.1. Deputy Mayor Swearing In - Councillor Kristyne DeMott for September and October 2019
[Oath of Office Deputy Mayor Kristyne DeMott](#)
 - 4 2.2. Proclamation - Prostate Cancer Awareness Month
[Proclamation - Prostate Cancer Awareness Month](#)
3. **ADOPTION OF AGENDA**
4. **MINUTES**
 - 4.1. **ADOPTION OF REGULAR COUNCIL MEETING MINUTES**
 - 5 - 9 4.1.1. Regular Council Meeting Minutes - September 3, 2019
[Regular Council - 03 September 2019 - Minutes](#)
 - 4.2. **MINUTES OF MEETING PRESENTED FOR INFORMATION**
 - 10 - 13 4.2.1. Municipal Planning Commission Minutes, August 8 2019
[MPC MINUTES - AUGUST 8 2019](#)
 - 14 - 16 4.2.2. Municipal Planning Commission Minutes, August 22 2019
[MPC MINUTES - AUGUST 22 2019](#)
- 4.3. **BUSINESS ARISING FROM THE MINUTES**
5. **DELEGATIONS**
 - 17 - 18 5.1. Amanda Panisiak - Primary Care Network, Community Adult Day Program
[Day Program-Geriatric Community Enhancement Coalition](#)
6. **REQUEST FOR DECISION REPORTS**
 - 6.1. **CAO**
 - 19 - 22 6.1.1. Bylaw 18.18 being a bylaw to close a portion of an unused and undeveloped street (Newcastle Trail) - second and third reading
[Bylaw 18.18 Purpose of closing a portion of an unused and undeveloped street](#)
 - 23 6.1.2. Request for Decision - Arena Rental Rates for Drumheller Dragons
[RFD - Arena Rental Rates for Drumheller Dragons](#)
 - 6.2. **DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES**
 - 24 - 29 6.2.1. Request for Decision – Policy #C-01-19 Remuneration and Expense Allowance for Mayor and Council
[Council Policy #C-01-19 Remuneration and Expense Allowance for Mayor and Council](#)
[RFD - Policy No. C-01-19 Remuneration & Expense Allowance for Mayor and Council](#)
 - 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. Downtown Plaza II - Update, Dave Brett

6.7.2. Dyke Design - Update, Darwin Durnie

6.7.3. Poverty Reduction - Terms of Reference/ Update - FCSS - April Harrison

6.7.4. EmergPlan - Flood Communication - Greg Peters

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

13.1. Labour Matter (*FOIP Section 17 Personal Privacy*)

14. ADJOURNMENT



Oath of Office

Deputy Mayor

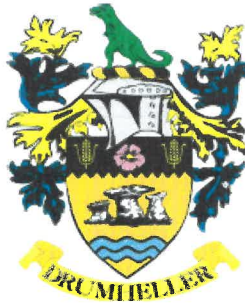
I, Kristyne De Mott

do swear that I will diligently, faithfully, and to the
best of my ability, execute according to the law,
the office of **Deputy Mayor** for the Town of Drumheller
for the months of September and October, 2019,
SO HELP ME GOD.

SWORN/AFFIRMED before me at the Town of Drumheller
in the Province of Alberta
this 3rd day of September, A.D., 2019.

Kristyne De Mott

Mayor Heather Colberg



PROCLAMATION

Prostate Cancer Awareness Month

WHEREAS, prostate cancer is the most common cancer among Canadian men; and 1 in 7 Canadian men will be diagnosed with the disease; and an estimated average of 11 Canadian men die from prostate cancer every day; and the survival rate for prostate cancer is nearly 100 per cent when detected early, but 3 of 4 men will die when found late.

WHEREAS, black men and those with a family history of the disease are at a greater risk; and since Prostate Cancer Canada was formed in 1994, the death rate has been cut in half; and

WHEREAS, awareness and conversations about prostate cancer can lead to screening and early detection that saves lives.

WHEREAS, the Town of Drumheller supports Prostate Cancer Canada and everyone committed to raising awareness about prostate cancer.

THEREFORE,

I, Mayor Heather Colberg, do hereby proclaim

That the month of September 2019 as:

Prostate Cancer Awareness Month

In the Town of Drumheller

**Town of Drumheller
COUNCIL MEETING
MINUTES**

September 3, 2019, at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

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

MANAGER OF ECONOMIC DEVELOPMENT:

Sean Wallace

COMMUNICATION OFFICER:

Julia Fielding

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

RECORDING SECRETARY:

Dori Appleton

ABSENT:

MAYOR:

Heather Colberg

1 CALL TO ORDER

Deputy Mayor J. Garbutt called the meeting to order at 4.30 pm

2 MAYOR'S OPENING REMARK

All our thoughts are with the Colberg family during their time of loss.
Dunk tank raised \$750.00 for the Plaza and Youth Services.
Fight Night Saturday September 7th – raising money for the Drumheller
Humane Society & Morgan Jayne Children's Foundation.

Committee of the Whole Meeting is cancelled on September 9th 2019 and changed to a Strategic Planning Meeting.

- 2.1 Deputy Mayor Swearing In - Councillor Kristyne DeMott for September 2019 and October 2019

Deputy Mayor J. Garbutt request this be moved to September 16th 2019 Agenda.

3 ADOPTION OF AGENDA

M2019.150 – K. DeMott, T. Lacher moved to adopt the agenda as amended.

Amendment - Deputy Mayor Swearing In - Councillor Kristyne DeMott for September 2019 and October 2019 be removed from September 3rd 2019 agenda and put on the September 16th, 2019 agenda.

Carried Unanimously.

4 MINUTES

4.1 ADOPTION OF REGULAR COUNCIL MEETING MINUTES

- 4.1.1 Regular Council Meeting Minutes August 19, 2019.

M2019.151 – moved by T. Zariski, L. Hansen-Zacharuk to adopt minutes of the regular meeting of council of August 19, 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

6.2 DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES

6.3 DIRECTOR OF INFRASTRUCTURE SERVICES

6.3.1 Request for Decision - Water and Waste Water Chemical Supply

D. Brett – the Town of Drumheller sent out a Request for Quotation for a 3-year term to supply chemicals for the Water Treatment Plant, Wastewater Treatment Plant and Aquaplex. The RFQ was posted on the Town’s website and the Alberta Purchasing Connection website as per the Town’s purchasing policy. The intention of the RFQ was to set the chemical pricing for the next 3-year period, on those chemicals used by the Town’s treatment process. Award for the supply of the chemicals would go to the appropriate supplier based on the cost and applicability to the treatment process, potentially resulting in partial award to various suppliers. Three (3) quotations were received.

M2019.152 – T. Zariski, L. Hansen-Zacharuk move to award, partial awards of the following three (3) Standing Purchase Orders each being for duration of three (3) year term to supply chemicals for the Water Treatment Plant, Wastewater Treatment Plant and the Aquaplex.

Contract 1) WTP/WWTP Klearwater – 4 products (1 product will require pilot test in order to ensure compatibility with the Town’s Treatment Process. Upset limit of \$485,582.75 (estimated annual value \$161,860.92)

Contract 2) WTP/WWTP ClearTech – 13 products, upset limit of \$250,105.86 estimated annual value \$83,368.62)

Contract 3) Aquaplex – ClearTech – 3 products, upset limit of \$59,955.60 (estimated annual value \$19,985.20)

Discussion was had to ensure that we’re not purchasing all the chemicals at one time. D. Brett stated that the Town will have a standing PO with the three (3) contracts and will be ordered as an on needed basis, as all chemicals do have a shelf life.

Estimated Total Value (for the 3-year period): \$795,644.21 (estimated annual value \$265,214.74)

An estimated saving of \$140,000.00 per year

Carried Unanimously.

6.4 DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES

6.4.1 RCMP Alarm Policy

G. Peters – briefed council on the changes to the RCMP alarm policy. The

new policy is regarding responses to property alarms. The new policy states that police will verify an alarm before responding and will not respond to alarms that are only triggered once.

In 2017 the RCMP in Alberta responded to approximately 15,500 false alarms consuming approximately 8,000 hours of resource time and therefore the RCMP felt that a change in policy was needed. These changes pose a significant change to the RCMP response to alarms and we wanted to ensure the public and council were made aware of the changes.

The K division Alberta RCMP policy states they seek to ensure public safety by responding to all panic, duress, ATM, multi-zone, glass break, holdup, domestic violence and verified alarms, including any alarm at a school or financial institution during business hours. This essentially reflects the RCMP national policy that has been in place since at least 2017. The force states that false alarms have been identified as consuming a significant quantity of police service resources, so these protocols were adopted.

The Calgary Police will no longer respond to a one (1) zone alarm either, they reported that 96% of the alarms were false alarms.

It was suggested that the Town needs to work closely with local residents and work with Julia so she can help the local residents to clearly understand this policy and how the policy works.

Suggestion was made that the Town should hold an open house and have the RCMP attend and discuss this with the local residents and help the residents to understand how they can protect their own property, including businesses and homes.

J. Fielding – there is a media release scheduled to go out September 4th 2019 and will also be available on the Town's web page and on the Town's Facebook.

Suggestion was made that we invite the RCMP to host an open house. G. Peters will contact the RCMP with regards to hosting an open house.

6.5 MANAGER OF ECONOMIC DEVELOPMENT

6.6 COMMUNICATIONS OFFICER

6.7 REVIEW OF STRATEGIC PRIORITIES

7 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

Regular Council Meeting Minutes
September 3, 2019

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

M2019.153 – K. DeMott, L. Hanson-Zacharuk moved to Adjourn the meeting at 5.15 pm

Chief Administrative Officer

Deputy Mayor, J. Garbutt



DRUMHELLER

COMMUNITY SERVICES



**Municipal Planning Commission
MINUTES
Meeting of Thursday August 8, 2019**

Present: Tracy Breese, Development Officer
Donna Kittridge, Recording Secretary
Sharon Clark, Vice Chair
Stacey Gallagher, Member
Shelley Rymal, Member
Tony Lacher, Councillor/Member
Scott Kuntz, Member
Tom Zariski, Councillor/Member/Chair
Andrew Luger, Member
Devin Diano, Palliser Regional Municipal Services Representative

Absent: Jeff Laurien, Palliser Regional Municipal Services Representative
Linda Taylor, Recording Secretary

Delegates: **Dwyn Appleton**
Bob Sheddy, Bill Hunter

1.0 CALL TO ORDER – 12:03 pm

T. Zariski presented the Agenda for the August 8, 2018 meeting.

1.1 Acceptance of Agenda

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 July 25, 2019

Motion: S. Rymal moved to accept the minutes of July 25, 2019

Second: – S. Gallagher – Carried

2.2 Summary of Development Permits

Motion: T. Lacher moved to accept the summary.

Second: S. Kuntz – carried



DRUMHELLER

COMMUNITY SERVICES



3.0 DEVELOPMENT PERMITS

3.1 T00085-19D – CHANGE OF USE

T. Breese presented Development Permit T00085-19D submitted for a Change of Use from a Country Inn to a Single Family dwelling located at 148 1 Street West, Drumheller on Plan 3098AD; Block 31; Lot 32 & 33. Zoning is DT – Downtown Transition District.

T. Breese advised that a motion was made at the July 25th, 2019 meeting to postpone the application until today's MPC meeting in order for administration to obtain more information in regards to the secondary suite. The applicant still wants to apply for a change of use from a Country Inn to a Dwelling-Single Detached. Standard basic conditions should apply with some additional specific conditions related to the Country Inn signage and Mobile Vendor licence.

Municipal Planning Commission discussed the application.

Motion: S. Gallagher moved to approve presented Development Permit T00085-19D for a change of use located at 148 1 Street W, Drumheller on Plan 3098AD; Block 31; Lot 32 & 33 subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. 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.
3. Any required Safety Codes permits (i.e. building, electrical, etc.) to be obtained prior to commencement of construction/installation.
4. Any/all local improvements or upgrade required for development are at owner/applicant's 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.
5. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
6. Contractor(s) to have a valid Business License with the Town of Drumheller.
7. Removal of Country Inn signage.
8. Any advertisement of the County Inn on websites shall be removed.
9. Quad bikes can be stored but not operated from the property.
10. Applicant needs to apply for a separate business license for the Mobile Vendor Permit.

Second: S. Rymal - Carried



3.2 T00081-19D – New Construction Manufactured Home with detached garage.

T. Breese presented Development Permit T00081-19D submitted for a Manufactured Home Dwelling with attached deck and 288 sq ft accessory building located at 333 2 Avenue W LH, Drumheller on Plan 8168FS; Block 5; Lot 1 - 3. Zoning is SCR – Suburb Community Residential.

T. Breese advised this property is approximately a ½ acre in size and is located in the flood fringe. The Dwelling will be placed on piles. Under the SCR – Suburb Community Residential District Zoning the Dwelling – Manufactured home is a Discretionary Use. The Accessory Building (Detached Garage) is a permitted use. The purpose and intent of this district is to provide for a wide range of residential development within the established community. The Plot plan shows that both the dwelling and the accessory building will meet all of the minimum setback requirements of the Land Use Bylaw and do not exceed the maximum site coverage. With this entire area being in the flood fringe, a Dwelling-Manufactured Home with no basement seems to be a good fit for this area.

Municipal Planning Commission discussed the application. A recommendation was made to make the applicant aware of future flood possibilities and current flood mitigation plans.

Motion: T. Lacher moved to approve Development Permit T00081-19D submitted for New Dwelling – Manufactured Home with detached garage located at 333 2 Avenue W - LH, Drumheller on Plan 8168FS; Block 5; Lot 1 - 3, 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 06-19.
3. Placement as per Plot Plan submitted with application.
4. The manufactured home shall be leveled, blocked and skirted and the hitch removed within 30 days of being sited on the lot.
5. The manufactured home shall be provided with steps and landing to all entrances within 45 days of their placement on site. Deck(s) may require an additional development permit.
6. All necessary Safety Codes Permits (buildings, electrical, gas, plumbing, etc.) to be in place prior to construction/installations.
7. An over-weight/over-dimensional permit from Road-Data 1-888-830-7323 must be issued prior to relocating structures within the municipality.
8. If the holder of the permit/property owner wishes to make any changes in the proposed development or additions to same 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.
9. Landscaping Plan to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Authority.
10. Make provisions for installation of water services and meter as perm the Town of Drumheller water/sewer bylaw at the expense of the owner/applicant if applicable.
11. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services.
12. Development to conform to any and all Municipal, Provincial and Federal legislation or guidelines that may apply.
13. All buildings located on the property shall be constructed so 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.



DRUMHELLER

COMMUNITY SERVICES



- 14. Construction to adhere and meet the Flood Mitigation Measures of the Alberta Building Code Standata(s) issued by the Alberta Government and Safety Code Council dated August 15, 2013 and September 20, 2013. This includes but is not limited to all openings above the 1:100 flood levels (furnace, hot water tank, electrical panel) and the installation of back flow prevention device. The developer will provide verification conditions have been met by inspection or a method suitable to the Development Authority.
- 15. Contractor and subcontractors to have a valid business license with the Town of Drumheller.
- 16. Contact Alberta One-Call to request that buried utilities are the property owner's responsibility. 1-800-242-3447 Alberta One Call.

2nd: S. Clark – Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

4.1 – 80-154 Subdivision Report – Innovato.R.S. Inc.

The proposed subdivision submitted with new plans for the parking spaces, within the property boundaries.
 Palliser is looking for any recommendations or comments from MPC for Palliser to take under advisement.
 MPC recommended option B as submitted with the recommendation that vehicle length is not to inhibit alleyway.
 Motion: S. Kuntz

MPC recommends moving forward with this application.

2nd – T. Lacher - carried

5.0 OTHER DISCUSSION ITEMS

N/A

6.0 Adjournment – Meeting adjourned at 1:05 pm.

 Chairperson

 Development Officer

Attachments: Agenda



DRUMHELLER

COMMUNITY SERVICES



**Municipal Planning Commission
MINUTES
Meeting of Thursday August 22, 2019**

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

Absent: Sharon Clark, Vice Chair - Regrets
Scott Kuntz, Member - Regrets

Delegate(s): T00098-19D
Jeremy MacKenzie

1.0 CALL TO ORDER – 12:00 pm

T. Zariski presented the Agenda for the August 22, 2019 meeting.

1.1 Agenda – Additions, Deletions or Amendments

Addition – 5.2 Tourists Dwelling

Deletion - none

Amendment – none

1.2 Acceptance of Agenda

Motion: - S. Shelley moved to accept the agenda with the addition of 5.2 Tourist Dwelling

Second: – T. Lacher - Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 August 8, 2019

Motion: S. Gallagher moved to accept the minutes of August 8, 2019 with change to the wording on 4.1 to 80-154 Subdivision Report – Innovato.R.S. Inc

Second: – S. Rymal - Carried

2.2 Summary of Development Permits

Motion: T. Lacher moved to accept the Summary of Development Permits listing for July & August

Second: – S. Gallagher - Carried



3.0 DEVELOPMENT PERMITS

3.1 T00098-19D – Service Station – HooDoo VooDoo

T. Breese presented Development Permit T00098-19D submitted by Applicant for Service Station – Motorcycle & Power sports Repair Shop with Retail Sales located at 116 Railway Avenue West, Drumheller on Plan 7710AP; Block 20; Lot 12-14. Zoning is C-B – Central Commercial District.

T. Breese advised the applicant is currently occupying space a couple buildings away and is looking to relocate to this new larger location. The building was a service station before but is currently operating as a furniture store. Building meets all minimum setback requirements and site coverage (approximately 60%) and there is ample parking on site.

Standard conditions should apply. Confirmation received from the Alberta Motor Vehicle Industry Council that an AMVIC business license is not required.

Further, this Development Permit application was advertised in the local paper under Proposed Developments and to date, I have received no concerns from agencies that received the circulation and one phone call asking to verify the location and if there were any complaints received but she did not have any concerns herself.

The delegate noted he would like to keep his business in the downtown area and this location would give the business better visibility.

Municipal Planning Commission discussed the application.

Motion: A. Luger moved to approve presented Development Permit T00098-19D submitted by Applicant for Service Station – Motorcycle & Power sports Repair Shop with Retail Sales located at 116 Railway Avenue West, Drumheller on Plan 7710AP; Block 20; Lot 12-14, 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. Rymal - Carried



DRUMHELLER

COMMUNITY SERVICES



4.0 PALLISER REGIONAL MUNICIPAL SERVICES

5.0 OTHER DISCUSSION ITEMS

5.1 Timelines

Motion: A. Luger to go in Camera at 12:32 pm

Second: S. Gallagher – Carried

Motion: S. Rymal to go out of Camera at 1:01 pm

Second: S. Gallagher - Carried

5.2 Tourist Dwelling

MPC members discussed Tourist Dwellings; could Air B&Bs be added to the Land Use Bylaw under the existing Tourist Dwellings. During the Land Use Bylaw review could some added detail be included in the Tourist Dwelling "*General Land Use Regulations*" to include Air B&Bs and also add an "*Air B&B*" definition.

6.0 NEXT MEETING DATE – September 5, 2019

7.0 Adjournment – Meeting adjourned at 1:03 pm.



Chairperson



Development Officer

Attachments: Agenda

ADULT DAY PROGRAM

For those living at home with cognitive impairment,
or a diagnosis of dementia.

Thursdays 1:30-3:30pm
Starting October 3, 2019
For 10 weeks

A recreational program to promote social, leisure, and physical
activity.

Contact us to discuss transportation options.

For more information:

Amanda.panisiak@bigcountrypcn.com

Brought to you by: Drumheller Geriatric Community Enhancement
Coalition



DRUMHELLER GERIATRIC COMMUNITY ENHANCEMENT COALITION

Est 2019

- Coalitions are groups of people who come together around a particular issue, with the goal of being a catalyst for change in their community.
- They value and benefit from diverse membership, egalitarian practices, a broad focus and long-term goals. By bringing together people from different sectors of society and pooling resources, coalitions can accomplish goals more effectively than an organization working independently (Early Child Development Mapping Project, 2013)
- Partners working together in the Drumheller Community Coalition include:
 - Big Country PCN staff
 - Clinic staff
 - AHS Home Care, Seniors Mental Health & Recreation
 - Drumheller and District seniors Foundation
 - Drumheller FCSS
 - Patients and care partners
 - Alzheimer Society of Alberta and Northwest Territories

THE TOWN OF DRUMHELLER

BY-LAW NUMBER 18.18

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 10th day of December A.D., 2018 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

**THE TOWN OF DRUMHELLER
BY-LAW 18.18 (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 13th day of November A.D. 2018


MAYOR: HER WORSHIP; HEATHER COLBERG

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

APPROVED BY: ALBERTA TRANSPORTATION

 Seal
MINISTER OF TRANSPORTATION

READ AND PASSED THE SECOND TIME BY THE COUNCIL OF THE TOWN OF DRUMHELLER
this day of A.D. 2018


MAYOR: HER WORSHIP; HEATHER COLBERG
Seal

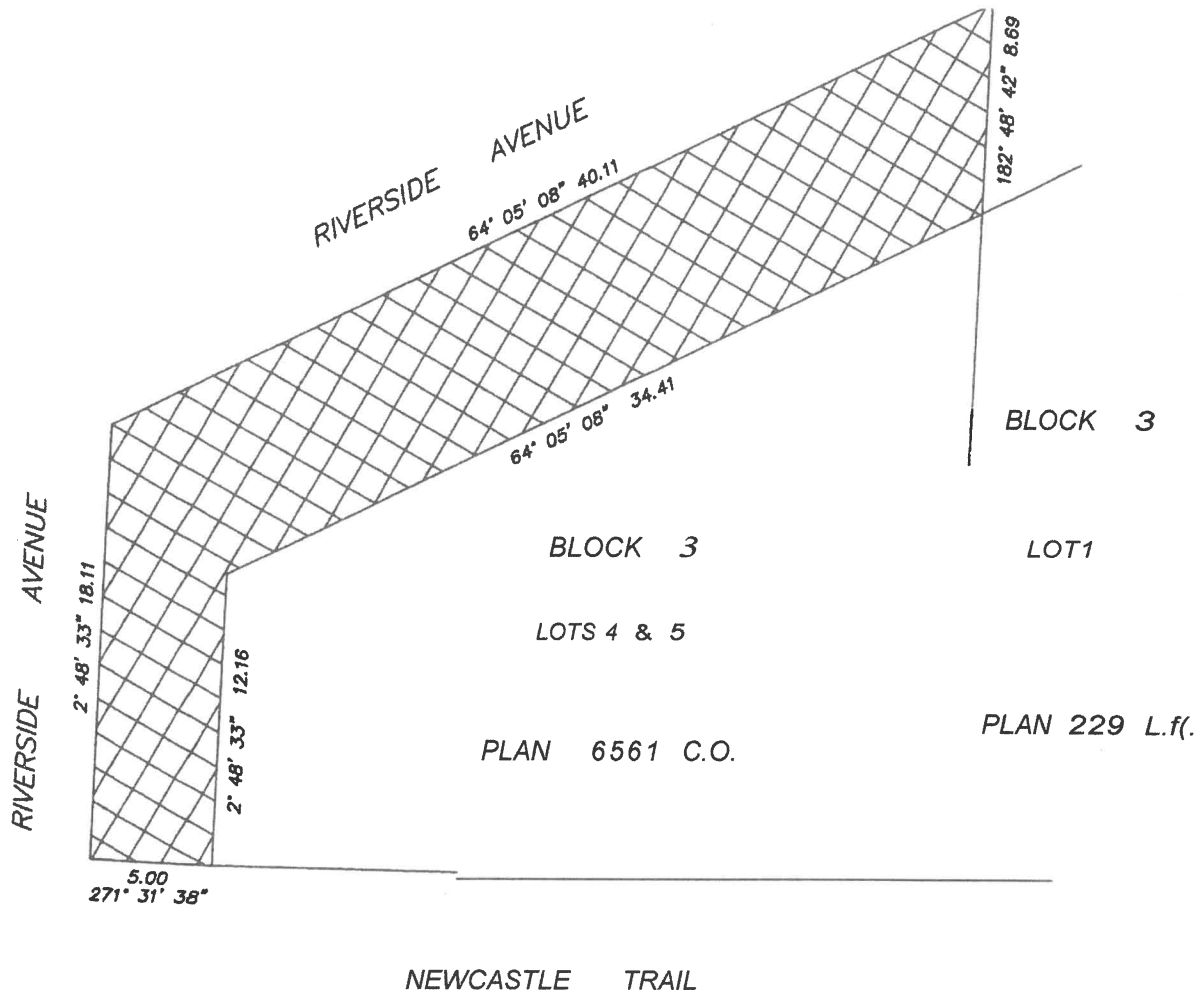
DARRYL E. DROHOMERSKI, C.E.T..
CHIEF ADMINISTRATIVE OFFICER

READ AND PASSED THE THIRD TIME BY THE COUNCIL OF THE TOWN OF DRUMHELLER
this day of A.D. 2018

MAYOR: HER WORSHIP; HEATHER COLBERG
Seal

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

- SCHEDULE A'



-DRUMHELLER, ALBERTA-

**PLAN SHOWING ROAD CLOSURE
AFFECTING PART OF
RIVERSIDE AVENUE ON PLAN 6561 C.O.
ADJACENT TO
LOTS 4 & 5, BLOCK 3, PLAN 6561 C.O.**

-SCALE= 1:200 --2018--W.R.HUNTER, A.L.S.-

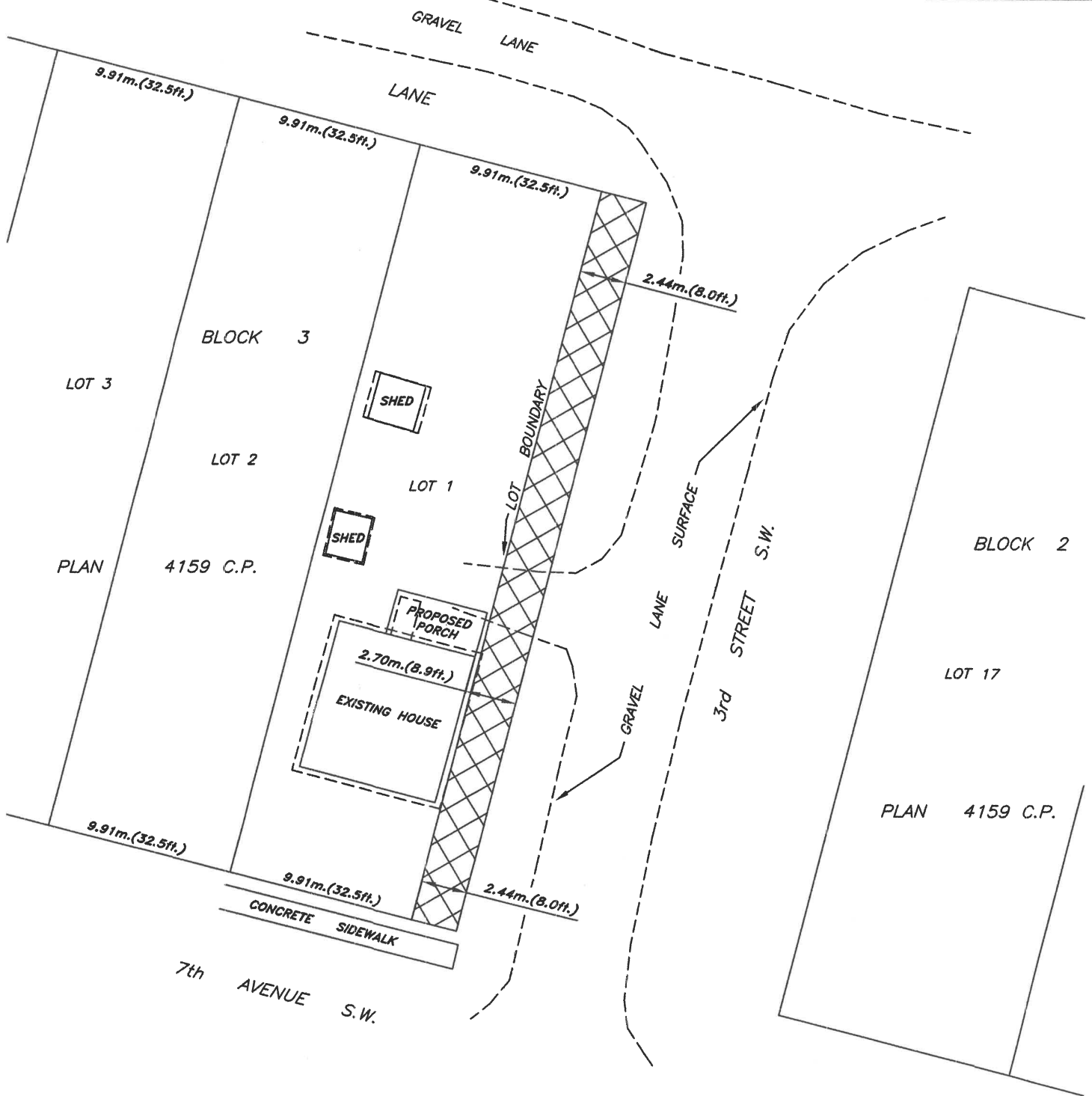
LEGEND:

Distances are in metres and decimals thereof.

*Area affected by this plan is shown thus...
and contains: 359.62sq.metres {3870.9sq.feet.}*




HUNTER SURVEY SYSTEMS, LTD.
CALGARY, ALBERTA



—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:	Arena Rental Rates for Drumheller Dragons
DATE:	September 11, 2019
PRESENTED BY:	Darryl E. Drohomerski, C.E.T.
ATTACHMENT:	

SUMMARY

The Drumheller Dragons of the AJHL provide great on-ice entertainment of junior hockey for spectators both in and around Drumheller, as well as providing a great training ground for young athletes to hone and excel in their craft. In comparing the rental rates for both game and practice sessions with other teams in the AJHL, it was found the rate charged for practice time was above the league average and well above the rates charged to Drumheller Minor Hockey. In an effort to remain competitive and enhance the development of young hockey players, administration is recommending aligning the rental rate for the Dragons practice time with that of Minor Hockey. The Dragons have indicated that with a lower fee, they will be able to provide more practice time for their players and the schools they operate and there should be no impact to the overall budget. Because Council approves all Fees and Charges, this change must be approved by Council Motion.

RECOMMENDATION:

That Council aligns the practice ice rental rate for the Drumheller Dragons with the Youth Rate for the Drumheller Minor Hockey Association for the 2019/2020 season and that the rates and ice time be jointly reviewed at the end of the season.

FINANCIAL IMPACT:

There should be no impact to the overall budget as the expected hours of ice time will increase to offset the decrease in hourly rental.

STRATEGIC POLICY ALIGNMENT:

MOTION:

That Council aligns the practice ice rental rate for the Drumheller Dragons with the Youth Rate for the Drumheller Minor Hockey Association for the 2019/2020 season and that the rates and ice time be jointly reviewed at the end of the season.

Prepared By: Darryl Drohomerski

Reviewed By:


Approved By: Darryl Drohomerski
Chief Administrative Officer



DRUMHELLER

COUNCIL POLICY



COUNCIL POLICY #C-01-19

Supersedes #C-04-14

REMUNERATION AND EXPENSE ALLOWANCE FOR MAYOR AND COUNCIL

THE PURPOSE OF THIS POLICY IS TO:

Establish a fair and equitable basis of remuneration for time, duties, responsibilities and compensation for expenses incurred by the Mayor and members of Town Council for attendance at meetings and conferences or other related business on behalf of the Town whether within the Town or out of Town.

POLICY STATEMENT:

The Mayor and members of Town Council will receive remuneration for time and compensation for expenses incurred for attendance at meetings, conferences and business relating to Town operations.

1.0 REMUNERATION REVIEW

Council shall appoint an independent committee composed of Drumheller residents to review this Policy and report back to Council with recommendations. The appointment of the committee and the committee's report shall be completed within one (1) year following a General Municipal Election.

2.0 REMUNERATION AND COMPENSATION ARE HEREINAFTER OUTLINED

Effective January 1, 2019, as prescribed by Canada Revenue Agency, all compensation will be taxed as full income and be subject to deductions for Canada Pension Plan contributions.

3.0 ANNUAL REMUNERATION PAYMENTS

3.1 Base honorarium of Council as of January 1, 2019

POSITION	HONORARIUM
Mayor	\$41,945.09
Councilors	\$21,976.76

The Mayor and Council, for the remaining term of service, shall receive annual increases as set out in the negotiated Union Agreements for Local 4604 and Local 135. Should the increases between the two Unions vary, the Council shall receive the average of the Union Agreement settlements.

3.2 The remuneration is in payment for:

- Regular council meetings
- Special council meetings
- Preparation of all meetings
- Public or "Town Hall" meetings

- Attendance at Community Events
- Meeting with individual ratepayers and community organizations
- In-Town travel and car expense
- In-Town entertaining or committee responsibilities
- Incidental related to job descriptions and normal execution of duties.

3.3 Each councilor shall be compensated an annual allowance of

- \$600 for use of personal cell phone
- \$100 for use of personal office and stationary supplies

A T-2200 declaration will be issued on an annual basis in conjunction with T-4's.

3.4 Remuneration shall also include an RRSP contribution equivalent to 3% for members of Council with matching contributions.

3.5 The Town shall pay 80% Medical and 80% Dental, Life, AD&D and Critical Illness.

4.0 PER DIEMS

4.1 A Per Diem shall be paid to Members of Council for Meetings authorized by Council as follows:

- \$260 per full day (subject to income tax).

A Full Day is defined as work in excess of 4 continuous hours to attend meeting or business on behalf of the Town.

The per diem is for Full Day meetings as authorized in advance by Council or vicariously through committee appointments where attendance is mandatory to fulfill responsibilities of committee appointments and excludes meetings as outlined in Clause 3.2. Per diems do not include meals.

4.2 A Per Diem of up to seven (7) days annually per Councillor and twelve (12) days annually for the Mayor shall be paid for attendance at meetings, conventions or other business on behalf of the Town, but specifically includes Council orientation and strategic and business planning sessions; this may include but is not limited to meetings associated with committee assignments or meetings with Federal and Provincial Governments. The balance of the annual per diem allotment is to be used to attend meetings, conventions, etc. at the individuals' discretion. Per Diems are not carried forward into the following year.

The annual per diem allotment shall be increased by two (2) days per elected official in an election year to allow for additional training required in the first year of an election term.

4.3 For the purpose of the allocation of per diem as outlined in 4.2 above, "annually" is defined by election term, with year one (1) being initiated by the Organizational Meeting of Council in which Councillors are assigned to Committees.

4.4 In such case as a Local State of Emergency is declared by Council, the Mayor and Councilors duties relating specifically to emergency operations and coordination, in excess of four (4) hours per day shall qualify the parties for per diem, subject to approval from Council. Any per diem days related to a Local State of Emergency shall not count against the maximum per diem days allowed per year.

5.0 ADDITIONAL EXPENSES

5.1 Additional expenses will be reimbursed for items related to:

- Education
- Conventions registrations
- Out of Town travel and accommodation

At the first organizational meeting following election, a tablet or other electronic device (as determined by the Director of Corporate Services) will be issued to elected officials for agenda distribution and other Town related business. At the start of each term and annually thereafter, the Mayor and each Councillor will be allocated a budget for discretionary education and/or travel expenditures eligible for reimbursement once a report to Council has been submitted. Unused budget allocations will carry forward each year throughout the term and will expire at the end of term.

5.2 Mileage shall be paid in accordance with the Government of Alberta mileage rate, as revised from time to time. Travel rates are in accordance with the Town's Human Resource Policy.

5.3 Non receipted meal allowances shall be reimbursed as follows:

Breakfast	\$10.00
Lunch	\$15.00
Dinner	\$25.00

with a maximum cap for meals of \$150.00 per day, including up to 15% gratuity and GST, when receipts are provided. Alcoholic beverages are not deemed an eligible expense and will not be reimbursed.

Reimbursed expenses are paid by submission of an Expense Claim Form with receipts attached, and must be approved by the Mayor.

Expenses incurred and per diems requested by Council in relation to conferences, conventions and courses are only eligible for reimbursement / payment once a report to Council has been presented.

6.0 REPEAL

6.1 Policy C-04-14 is hereby repealed.

Adopted: September __, 2019
M209._____



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	Remuneration & Expense Allowance for Mayor and Council
DATE:	September 11, 2019
PRESENTED BY:	Barbara Miller, CPA, CGA, CLGM
ATTACHMENT:	Policy No. C-01-19

SUMMARY

Administration is seeking adoption of Council Policy No. C-01-19 *Remuneration & Expense Allowance for Mayor and Council*.

BACKGROUND

The policy that provides the guidance and authority for which to compensate our elected officials, requires that Council appoint an independent committee composed of Drumheller residents within 1 year following each General Municipal Election to evaluate the current remuneration policy and present a report of findings and recommendations to Council for consideration.

This critical review by committee members is conducted to ensure fair remuneration that equitably reflects the time commitment required, the responsibilities held and the duties carried out by elected officials of the Town of Drumheller, and includes gathering of information, conducting research and learning of “best practices”.

Although striking of the committee in 2018 fell within the regular review schedule, unique to this review was that Bill C-44 came into effect on January 1, 2019, eliminating the one-third tax exemption for elected officials in Canada. This Bill, which significantly changed the net effect of elected official’s (EO) remuneration, resulted in municipalities across the country having to revise EO remuneration policies within the last 10-12 months.

With the last general municipal election being held on October 16, 2017, a call for volunteers to serve on the remuneration review committee was issued and during the regular meeting of Council of August 20, 2018, applicants Ms. D. Lines, Ms. BJ Gallagher, Ms. E. Lefley and Mr. B. Shеды were appointed to the committee.

During the December 17, 2018 meeting, Ms. Lines, Chair, presented the committee’s findings report and recommendations to Council.

Since that time administration has analyzed the recommendations made and Council has identified the recommendations to be accepted resulting in Council Policy No. C-01-19 *Remuneration & Expense Allowance for Mayor and Council* which has been attached for adoption.

The next scheduled review of the policy guiding remuneration and expense allowance for Mayor and Council will be 2022.

Request for Decision
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RECOMMENDATION:

Administration recommends adoption of Council Policy No. C-01-19 *Remuneration & Expense Allowance for Mayor and Council.*

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

The policy as written reflects accepted recommendations.

BENEFITS

Fair and equitable remuneration increases the probability of attracting a wider range of qualified candidates in future General Municipal Elections by adequately compensating for the time required and reducing the amount of personal financial cost incurred as an EO such as (non-reimbursed) local travel expense, (non-reimbursed) coffee with constituents, home office stationary for example.

Fair and equitable remuneration increases the time commitment and engagement councillors are able to make to the duties of office by mitigating the potential of having to make participation decisions based on the level of impact on personal finances that in doing so may have.

Ensuring that the Town fairly and equitably compensates elected officials demonstrates recognition of the importance of the role of our elected officials/decision makers held on behalf of the community.

DISADVANTAGES

Since very few of the population every consider serving as an elected official, the level of responsibility and personal demands placed on elected officials during their term in office is not widely understood to be appreciated. As a result public perception of any remuneration structure is most often negative.

FINANCIAL IMPACT:

The 2019 tax supported operating budget included the financial affect of the accepted recommendations in anticipation of adoption. The 2020-2022 budget will reflect the policy as adopted.

STRATEGIC POLICY ALIGNMENT:

Fair and equitable remuneration for the commitment of time, the responsibilities held and the duties carried out, demonstrates good stewardship of municipal resources.

COMMUNICATION PLAN:

The policy will be posted and readily available on our website at dinosaurvalley.com.

MOTION: Councillor _____

Move to adopt Council Policy No. C-01-19 as presented.

Seconded: _____

Request for Decision
Page 2

Barbara Miller

Prepared By: _____

Reviewed By: _____



Approved By: Darryl Drohomerski
Chief Administrative Officer