



**TOWN OF DRUMHELLER**  
**REGULAR COUNCIL MEETING**

**AGENDA**

TIME & DATE: 4:30 PM – Monday January 23<sup>th</sup> , 2023

LOCATION: Council Chambers, 224 Centre St and ZOOM Platform and Live Stream on Drumheller Valley YouTube Channel

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1. CALL TO ORDER

2. OPENING COMMENTS

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for January 23 2023 Regular Council Meeting

**Proposed Motion:** That Council adopt the agenda for the January 23, 2023 Regular Council meeting as presented.

5. MEETING MINUTES

5.1 Minutes for January 9, 2023 Regular Council as presented.

[Regular Council Meeting – January 9, 2022 - Minutes](#)

**Proposed Motion:** Move that Council approve the minutes for the January 9, 2023, Regular Council meeting as presented.

COUNCIL BOARDS AND COMMITTEES

DELEGATION

6. REPORTS FROM ADMINISTRATION

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

6.1 Chief Administrative Officer

- 6.1.1 Request for Decision: Marigold Library System Representative, Margaret Neilsen

RFD

**Proposed Motion:** That Council approve the appointment of Margaret Neilsen to the Marigold Library Board for a term of two (2) years ending February 1, 2025.

- 6.1.2 Request for Decision: Municipal Development Plan Amending Bylaw 17.22 – Second Reading  
Public Consultation and Feedback

RFD + Amending Bylaw 17.22

**Proposed Motion:** That Council give second reading to MDP 2022 Amendments – A Bylaw 17.22 as presented.

- 6.1.3 Request for Decision: Land Use Bylaw Amending Bylaw 16.22 – Second Public Consultation and Feedback

RFD + Amending Bylaw 16.22

**Proposed Motion:** That Council give second reading to LUB 2022 Amendments – B Bylaw 16.22 as amended.

- 6.1.4 Request for Decision: Supplementary Assessment  
Department: Corporate Services / Finance

RFD + Bylaw 02.23

**Proposed Motion:**

Moves that Council give first reading to Bylaw 02.23 Supplementary Assessment as presented.

Moves that Council give second reading to Bylaw 02.23 Supplementary Assessment as presented.

Moves that Council give unanimous consent for third reading to Bylaw 02.23 Supplementary Assessment.

Moves that Council give third reading to Bylaw 02.23 Supplementary Assessment as presented.

6.2 Flood Resiliency Project Director

6.2.1 Request for Decision: Land Acquisition Policy Update DRFM – C - 01

[RFD + Policy DRFM -C -01](#)

**Proposed Motion:** Moves that Council adopt Drumheller Resiliency and Flood Mitigation Land Acquisition Policy DRFM C-01 as presented.

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

EMERGENCY AND PROTECTIVE SERVICES

INFRASTRUCTURE DEPARTMENT

6.3 Director of Infrastructure

6.3.1 Briefing Note: Beautification, Parks and Landscaping 2023

[Briefing Note](#)

7. CLOSED SESSION

- 7.1 Contractors and Access to Information  
FOIP 16 – Disclosure harmful to business interests of a third party  
FOIP 24 – Advice from Officials

**Proposed Motion:** That Council close the meeting to the public to discuss contractors and access to information as per FOIP 16 – Disclosure harmful to business interests of a third party and FOIP 24 – Advice from Officials

8. ADJOURNMENT

**Proposed Motion:** That Council adjourn the meeting.



**TOWN OF DRUMHELLER**  
**REGULAR COUNCIL MEETING**

**MINUTES**

TIME & DATE: 4:30 PM – Monday January 9<sup>th</sup> , 2023

LOCATION: Council Chambers, 224 Centre St and ZOOM Platform and Live Stream on Drumheller Valley YouTube Channel

[https://www.youtube.com/watch?v=pl9GKR4\\_Rbl](https://www.youtube.com/watch?v=pl9GKR4_Rbl)

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**IN ATTENDANCE**

Mayor Heather Colberg

Councillor Patrick Kolafa

Councillor Crystal Sereda

Councillor Stephanie Price

Councillor Tony Lacher

Councillor Tom Zariski

Councillor Lisa Hansen-Zacharuk

Chief Administrative Officer: Darryl Drohomerski

Director of Corporate and Community Services: Mauricio Reyes

Director of Emergency and Protective Services: Greg Peters

Director of Infrastructure: Dave Brett

Flood Resiliency Project Director: Deighen Blakely

Communication Officer: Bret Crowle

Legislative Services: Denise Lines

Reality Bytes IT: David Vidal

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1. CALL TO ORDER

The Mayor called the meeting to order at 4:30pm.

2. OPENING COMMENTS

Coffee with Council – Every second Monday

3. ADDITIONS TO THE AGENDA

4.2 Deputy Mayor Swearing In – Councillor Kolafa – January and February

4. ADOPTION OF AGENDA

4.1 Agenda for January 9 2023 Regular Council Meeting

M2023.01 Moved by Councillor Lacher, Councillor Sereda;  
that Council adopt the agenda as revised for the January 9, 2023 Regular Council meeting as amended.

Carried unanimously

5. MEETING MINUTES

- 5.1 Minutes for December 19, 2022, Regular Council as presented.

Regular Council Meeting – December 19, 2022 - Minutes

- M2023.02 Moved by Councillor Zariski, Councillor Hansen-Zacharuk;  
that Council approve the minutes for the December 19, 2022, Regular Council  
meeting as revised.

Councillor Lacher stated that the sentence in the comments of M2022. 292 was  
incomplete and should read; ... alleviate the financial burden to tax payers.

Carried unanimously

6. COUNCIL BOARDS AND COMMITTEES

- 6.1 Request for Decision: Municipal Planning Commission Applicant – Jason Jede

Agenda attachments: RFD

- M2023.03 Moved by Councillor Price, Councillor Lacher;  
that Council approve the appointment of Jason Jede to the Town of Drumheller  
Municipal Planning Commission for a three-year term expiring January 31, 2026.

Carried unanimously

DELEGATION

7. REPORTS FROM ADMINISTRATION

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Time Stamp: [https://youtu.be/pl9GKR4\\_Rbl?t=324](https://youtu.be/pl9GKR4_Rbl?t=324)

- 7.1 Request for Decision: Traffic Bylaw 10.22 – Second Reading and Discussion  
Department: Emergency and Protective Services

Agenda attachments:

RFD + Traffic Bylaw 10.22

- M2023.04 Moved by Councillor Zariski, Councillor Kolafa;  
that Council give second reading to Traffic Bylaw 10.22 as presented.

Council items of concern in the Traffic Bylaw:

- School bus parking on city streets
- Work trailers not hitched to a vehicle

- Animals or animal drawn vehicles on trails
- Dedicated RV parking lot
- Recreation vehicles crossing a highway
- Covering loads on vehicles
- Idling vehicles
- Abandoned vehicle definition

Carried unanimously

7.2 Request for Decision: Line of Credit Borrowing Bylaw 01.23

Department: Corporate Services / Finance

Time Stamp: [https://youtu.be/pl9GKR4\\_Rbl?t=4432](https://youtu.be/pl9GKR4_Rbl?t=4432)

M. Reyes brought forward a request to increase the Line of Credit in order to accommodate a short-term financing needs in 2023. Part of the reason for this is due to the lack of funding reimbursement for claims associated with the Flood Mitigation Program. The CAO and Mayor have been lobbying the different levels of Government regarding this issue.

Agenda attachments:

RFD, Bylaw

Appendix 2 – Debt Limit Calculation

Appendix 3 – Debt Management Policy C-02-04

M2023.05 Moved by Councillor Lacher, Councillor Kolafa;  
that Council give first reading to Line of Credit Borrowing Bylaw 01.23 as presented.

Carried unanimously

M2023.06 Moved by Councillor Sereda, Councillor Lacher;  
that Council give second reading to Line of Credit Borrowing Bylaw 01.23 as presented.

Highlights of the discussion after second reading include:

The recommendation is to borrow the money as it is a better financial decision than removing money from reserves.

This will assist with the cash flow issue due to not receiving Federal grant funding.

The Town remains below the limit of what can be borrowed.

Mayor left meeting 5:51pm to 5:51pm

Carried unanimously

M2023.07 Moved by Councillor Kolafa, Councillor Hansen-Zacharuk;  
that Council give unanimous consent to third reading of Line of Credit Borrowing  
Bylaw 01.23.

Carried unanimously

M2023.08 Moved by Councillor Lacher, Councillor Hansen-Zacharuk;  
that Council give third reading to Line of Credit Borrowing Bylaw 01.23 as presented.

Carried unanimously

## CORPORATE AND COMMUNITY SERVICES DEPARTMENT

7.3 Manager of Recreation, Arts and Culture  
Time Stamp: [https://youtu.be/pl9GKR4\\_Rbl?t=5271](https://youtu.be/pl9GKR4_Rbl?t=5271)

7.3.1 Request for Decision: Community Assistance Grant Request for the Badlands Amp

Discussion items:

There was discussion in 2020 to provide funding support to not for profit organizations due to the losses sustained by Covid related shut downs but it was not did not occur.

The request exceeds the amount of the grant program, there is no value in Badlands Amp attending a Council meeting.

The request should be resubmitted to a maximum of \$5000.00.

Agenda attachments:

RFD + Community Assistance Application + Financials

M2023.09 Moved by Councillor Price, Councillor Hansen-Zacharuk;  
that Council directs Administration to request that representation from the Badlands  
Amp attend the January 16, 2023 Committee of the Whole meeting to discuss the  
Community Assistance Grant application for \$25, 000.

For: Councillor Zariski, Mayor Colberg

Against: Councillors Price, Lacher, Kolafa, Sereda, Hansen-Zacharuk

Motion defeated

M2023.09A Moved by Councillor Zariski, Councillor Hansen-Zacharuk;  
to deny the Badlands Amp Community assistance request for \$25, 000 and request  
that they reapply for the grant with a specific item, not exceeding \$5000.00

Carried unanimously

EMERGENCY AND PROTECTIVE SERVICES

INFRASTRUCTURE DEPARTMENT

8. CLOSED SESSION

Land Transactions and Personnel

FOIP 16 – Disclosure harmful to business interests of a third party

FOIP 17 – Disclosure harmful to personal privacy

M2023.10 Moved by Councillor Hansen-Zacharuk, Councillor Lacher;  
that Council close the meeting to the public to discuss land transactions and  
personnel as per FOIP 16 – Disclosure harmful to business interests of a third  
party and FOIP 17 – Disclosure harmful to personal privacy. Time 6.19pm

Carried unanimously

M2023.11 Moved by Councillor Hansen-Zacharuk, Councillor Lacher;  
that Council open the meeting to the public to discuss. Time 7:49 pm

Carried unanimously

8. ADJOURNMENT

M2023.12 Moved by Councillor Kolafa, Councillor Lacher;  
that Council adjourn the meeting. Time 7:49pm

Carried unanimously

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER



**REQUEST FOR DECISION**

<b>TITLE:</b>	Board Appointment: Marigold Library System – Margaret Neilsen
<b>MEETING DATE:</b>	January 23, 2022
<b>PRESENTED BY:</b>	Darryl Drohomerski, CAO
<b>ATTACHMENT:</b>	

**SUMMARY**

Marigold Library System is a not-for-profit municipal collaborative of member municipalities in Southern Alberta, established with the vision of providing cost-effective, state-of-the-art public library services and support.

Being a part of Marigold makes it possible for residents in all member municipalities to receive the same level of quality public library service no matter where they live. Through their local member library, patrons in Marigold have access to amazing digital content, high-speed internet and wifi at library locations, access to millions of books, other collection materials and much more.

A member of the Marigold system, Drumheller Council appoints a representative to the board.

**RECOMMENDATION**

Administration recommends that Margaret Neilsen be appointed to the Marigold Library Board for a term of two (2) years ending February 1, 2025

**DISCUSSION**

The Marigold Library System has expressed their appreciation of Margaret Neilsen’s contributions on the Board, as well as the work she does with various committees and recommended that she be reappointed.

**FINANCIAL IMPACT**

N/A

**WORKFORCE AND RESOURCES IMPACT**

N/A

**STRATEGIC POLICY ALIGNMENT**

Board and Committee volunteer roles create public participation opportunities.

**COMMUNICATION STRATEGY**

The Marigold Library System and Drumheller Public Library will be informed of the appointment.

**MOTION:**

**Councillor**

That Council approve the appointment of Margaret Neilsen to the Marigold Library Board for a term of two (2) years ending February 1, 2025.

**SECONDED: Councillor**



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Prepared by:  
Denise Lines  
SR Administrative Assistant

Prepared by:  
Darryl Drohomerski, C.E.T  
Chief Administrative Officer

## REQUEST FOR DECISION

<b>TITLE:</b>	Proposed Amending Bylaw 17.22 – Amending Municipal Development Plan Bylaw 17.20 Public Consultation and Feedback Review
<b>DATE:</b>	January 16, 2023
<b>PRESENTED BY:</b>	Antonia Knight, Development Officer in Training
<b>ATTACHMENT:</b>	MDP 2022 Amendments - A Bylaw 17.22

### **SUMMARY:**

On October 23, 2022 a draft Proposed Amending Bylaw 17.22 – Amending Municipal Development Plan Bylaw 17.20 was given first reading by Council. A Public Engagement session was held on November 17, 2022, as well as engagement sessions hosting the Municipal Planning Commission and Realtors working within the Town. On December 5, 2022 a Public Hearing was held to hear feedback from the community regarding the proposed amendments to the Bylaw. No changes were made to the Bylaw.

No feedback was heard from Public Engagement Session, Public Hearing or submitted directly to the Development Office.

### **RECOMMENDATION:**

That council gives Second Reading to Proposed Amending Bylaw 17.22 – Amending Municipal Development Plan Bylaw 17.20 to open the discussion of the proposed changes

### **DISCUSSION:**

At the June 6, 2022 Regular Council Meeting, Council approved modifications to the Standard Berm Design including a reduced top width and freeboard measurement in order to optimize the available project funding.

All references to the top width of any berm being referenced to 6.0 meters have been amended to 4.0 meters.

All references to the minimum freeboard requirement being referenced to 0.75 meters have been amended to 0.50 meters.



**FINANCIAL IMPACT:**

There is no financial impact by amending this Bylaw.

**STRATEGIC POLICY ALIGNMENT:**

This aligns with Council's priority of good and proper governance, and Council's strategic priority of protecting the people and property of Drumheller from future floods.

**COMMUNICATION STRATEGY:**

Further Public Engagement sessions will be held on February 9<sup>th</sup>, 2023 at the Badlands Community Facility from 6:00pm-8:00pm to gather feedback from the public on the proposed Second Reading amendments.

The final version of the Municipal Development Plan once amendments have passes third reading will be published on the Town website and advertised through Media Release

**PROPOSED COUNCIL MOTION:**

That Council give second reading to MDP 2022 Amendments – A Bylaw 17.22 as presented.

**SECONDED:**

Prepared By:

*Antonia Knight*

Antonia Knight  
Development Officer in Training

Approved By:

Darryl Drohomerski  
Chief Administrative Officer

**TOWN OF DRUMHELLER  
BYLAW NUMBER 17.22  
DEPARTMENT: DEVELOPMENT**

*Amending Bylaw 17.20*

BEING A BYLAW OF THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA TO  
AMEND MUNICIPAL DEVELOPMENT PLAN BYLAW 17.20

**WHEREAS**, pursuant to the provisions of Clause 639 of the Municipal Government Act, RSA 2000, c.M. 26, the Council of the Town of Drumheller (hereinafter called the Council, has adopted Municipal Development Plan Bylaw 17.20;

**AND WHEREAS** the Council deems it desirable to amend Municipal Development Plan Bylaw 17.20;

**AND WHEREAS**, a notice was published once a week for two consecutive weeks on November 2, 2022, and again on November 23, 2022 the last of such publications being at least five days before the day fixed for the passing of this Bylaw, including the date and location of a public hearing meeting where concern can be heard; and

**NOW THEREFORE** the Council hereby amends Municipal Development Plan Bylaw 17.20 as follows:

**1. SHORT TITLE**

1.1. This Bylaw may be referred to as MDP 2022 Amendments -A Bylaw 17.22.

**2. PURPOSE**

2.1 The purpose of this bylaw is to establish amendment to the Town of Drumheller Municipal Development Plan Bylaw 17.20.

**3. CHANGES/DELETIONS**

3.1 Remove any reference to freeboard being 0.75m and replace with 0.50m.

3.2 Remove any reference to the minimum berm elevation being 1,640 cms and replace with 1850 cms.

3.2 Remove any reference to the minimum berm width from 6.0 meters and replace with 4.0 meters.

**The following specific sections are affected;**

**3.1 DRUMHELLER: A FLOOD COMMUNITY**  
Section 3.1.6 MUNICIPAL FLOOD PROGRAM [...]

The typical dike cross section is planned to be at least ~~6 m~~ **4 m** wide (at the top), with 3:1 horizontal to vertical side slopes, built to a minimum of ~~1,640 cms~~, **1850 cms** with an adaptable plan to have safe zones, strategic evacuations and rapidly increase dike heights on an emergency response basis for floods in excess of those up to ~~1850 cms~~ **2100 cms**.

[...]

For reference, The City of Calgary uses 0.5 m of freeboard, the Town of High River uses 1.0 m of freeboard, and the BC Dike Design and Construction Guide: Best Management Practices suggests 0.6 m of freeboard. The Town of Drumheller has selected 0.75m **0.50 m** as the minimum freeboard to be included in required dike heights.

### **3.2 CHANGING THE CHANNEL**

#### **Section 3.2.1 KNOW YOUR FLOW**

[...]

Figure 6 Red Deer River Conveyance (1850 CMS + 0.75 M 0.50 M Freeboard) shows the space the river needs when it flows at a 1850 cms flow rate (including 0.75 m 0.50 M of freeboard), a possible flood scenario.

#### **3.2.3 MAKE EXISTING DEVELOPMENT SAFER**

Graphic references minimum berm width of 6 meters and minimum berm design height of 1640 cms. Amend image to reference minimum berm width of 4 meters and a minimum berm height of 1850 cms.

[...]

Structural measures create a 'Protected Zone' between the river and System 2100, providing enhanced access to finance and insurance for existing properties as Drumheller gradually grows out of the river. Figure 8 - Proposed Structural Measures, shows at a high level where structural measures will be implemented in existing neighbourhoods. These structural measures will need to be built to protect to a minimum flow rate of 1,620 cms 1850 cms plus a freeboard of 0.75 meters 0.50 metres to account for challenging topography or uncertainty

## **7 FLOOD MITIGATION AND CLIMATE ADAPTION**

### **7.1 CONVEYANCE CAPACITY**

- a) Conveyance capacity for the Red Deer River within Drumheller shall be defined at a rate of 1850 cms plus ~~0.75m~~ **0.50 m** of freeboard.

## 7.2 DESIGN AND CONSTRUCTION OF STRUCTURAL MEASURES

- c) Structural measures should be designed to:
- i. protect to a minimum flow rate of 1850 cms;
  - ii. include a freeboard of ~~0.75m~~ **0.50 m** beyond the target flow rate elevation;
  - iii. have a suitable top width of ~~6 meters~~ **4 meters** or more, making the system adaptable by allowing vehicle access to add material that raises the barrier elevation in response to higher flow;

### MAPS AND OVERLAYS

#### FIGURE 6 RED DEER RIVER CONVEYANCE (1850 CMS + ~~0.75M~~ **0.50M** FREEBOARD)

##### Legend

- 1850 cms + 0.75m **0.50 m** freeboard Limits
- 1850 cms + 0.75m **0.50 m** freeboard Conveyance
- 1850 cms + 0.75m **0.50 m** freeboard Conveyance – Under Review

#### FIGURE 7 EXISTING DEVELOPMENT IN CONFLICT WITH RIVER CONVEYANCE (1850 CMS)

##### Legend

- 1850 cms + 0.75m **0.50 m** freeboard Limits
- 1850 cms + 0.75m **0.50 m** freeboard Conveyance
- 1850 cms + 0.75m **0.50 m** freeboard Conveyance – Under Review

#### FIGURE 8 - PROPOSED STRUCTURAL MEASURES

##### Legend

- 1850 cms + 0.75m **0.50 m** freeboard Limits
- 1850 cms + 0.75m **0.50 m** freeboard Protected Overlay
- 1850 cms + 0.75m **0.50 m** freeboard Protected Overlay – Under Review
  
- 1850 cms + 0.75m **0.50 m** freeboard Conveyance Overlay
- 1850 cms + 0.75m **0.50 m** freeboard Conveyance Overlay – Under Review

**PART 4 TRANSITIONAL**

- 4.1 Town of Drumheller Bylaw 16.20 is hereby amended.
- 4.2 Bylaw 15.22 comes into force on the date of the third and final reading.

READ A FIRST TIME THIS 24<sup>TH</sup> DAY OF OCTOBER, 2022.

PUBLIC HEARING HELD THS 5<sup>TH</sup> DAY OF DECEMBER, 2022

READ A SECOND TIME THIS 23<sup>RD</sup> DAY OF JANUARY, 2023

READ A THIRD AND FINAL TIME THIS \_\_\_DAY OF \_\_, 2023.

MAYOR

CHIEF ADMINSTRATIVE OFFICER



## REQUEST FOR DECISION

<b>TITLE:</b>	Proposed Amending Bylaw 16.22 – Amending Land Use Bylaw 16.20 Public Consultation and Feedback Review
<b>DATE:</b>	January 9, 2023
<b>PRESENTED BY:</b>	Antonia Knight, Development Officer in Training
<b>ATTACHMENT:</b>	Bylaw 16.22 – Second Reading, Schedules 1-6

### **SUMMARY:**

On October 23, 2022 a draft of Proposed Amending Bylaw 16.22 – Amending Land Use Bylaw 16.20 was given first reading by Council. A Public Engagement session was held on November 17, 2022, as well as engagement sessions hosting the Municipal Planning Commission and Realtors working within the Town. On December 5, 2022 a Public Hearing was held to hear feedback from the community regarding the proposed amendments to the Bylaw.

This draft has included the feedback heard during these engagement sessions.

### **RECOMMENDATION:**

That council gives Second Reading to Proposed Amending Bylaw 16.22 – Amending Land Use Bylaw 16.20 to open the discussion of the proposed changes.

### **DISCUSSION:**

Land Use Bylaw 16.20 took effect on March 1, 2021, since then one round of amendments has been approved by council, September 2021. While working with the document since March 1<sup>st</sup> 2021, Administration has identified a number of inconsistencies while working with the document which can be misinterpreted. Definitions for Specific Uses and General Regulations for these Uses have also been previously overlooked, leaving too little regulations for some developments. This proposed bylaw deals with some of these items that have been unclear for both Administration and the general public and provide further clarity and guidelines for these uses.

## KEY POINTS

Feedback was gathered through a public Open House session on Nov 17, 2022 and December 5, 2022 Public Hearing for Bylaw 16.22. Written submissions and phone calls received directly to Administration have also been taken into consideration. Much of the feedback received was requests for additional clarification around what is being proposed.

The following are comments received from these sessions and how administration has amended the bylaw for Second Reading.

- 1. Terminology used in the Flood Hazard Overlay is new to Drumheller, is not adequately defined currently, and is inconsistent with Alberta Flood Hazard Terminology. If we intend to direct people to the provincial maps for development information, terminology should be consisted with Alberta Government and properly defined within the Land Use Bylaw.**

Administration has been working with the Flood Office to redefine the terminology to more accurately reflect the wording used by the Alberta Government Provincial Flood Hazard Terminology, and better reflect the status of the berms as they are completed. Second Reading of Bylaw 16.22 sees the removal of “Conveyance Zone and Protected Zone” introduces terminology to reflect the Alberta Flood Hazard terminology – Flood Way, Flood Fringe, High Hazard Flood Fringe and Protected Flood Fringe.
- 2. It is difficult to identify which specific properties fall under the Flood Hazard Overlay section of the LUB.**

Administration is proposing removing these completely and referring only to the Alberta Government Provincial Flood Hazard Mapping.
- 3. Flood Construction Level are not identified in the Land Use Bylaw, nor is it specified where to find them or how to find or calculate them.**

The wording for Flood Construction Level is proposed to be removed and replaced with Design Flood Cross Sections – This terminology is defined and explained in the proposals for Second Reading. Many other undefined terms will also be added in.
- 4. Members of the public voiced concerns with Section 3.4.1 (j) relating to Tourist Dwellings. Citizens would like to see additional regulations capping a maximum number of guests per house and/or capping maximum guests per bedroom.**

Ensuring that Tourist Dwellings do not have a negative impact on the surrounding neighbourhood is a priority when monitoring. By capping each bedroom to have a maximum of 2 occupants per room shall assist decreasing the impacts on surroundings. While discussing with the Municipal Planning Commission, suggestions were made to limit the number of adults occupying rooms, however allowing additional children. Occupancy caps on bedrooms have been added in to Tourist Dwelling requirements.
- 5. Concerns were raised that the wording for Murals in the Downtown District is prohibiting religious viewpoints. This is could be detrimental to the Town’s places of worship.**

The intent of adding in Murals is to provide inclusive, local art into our vibrant Downtown District, not to discriminate against any specific faith. That being said, while the Town permits religious icons to be located on places of worship, public Murals is not the same category as figures on a worship building.
- 6. Citizens were concerned that not permitting small scale advertising in Murals hinders small local businesses from being able to sponsor and use artwork which already has link to the Valley. Examples were provided of Murals downtown which incorporate local branding into the design.**

Administration suggests introducing a maximum of 10% of the design face to include the highlight of local businesses which have sponsored the mural providing that logos are incorporated into the design.

**7. Citizens were concerned that the changes to the Employment District may allow a Mobile Asphalt Plant in the Rosedale Industrial Area.**

There are no changes to the use as Industrial – Heavy which is what a Mobile Asphalt Plant has been classified as.

There are minimal changes to the regulations to Industrial developments within the Employment District. This may affect properties areas in Rosedale and areas in Drumheller industrial areas. These changes include the additional definitions and regulations for Work Camps, Natural Resource extraction and Industrial – Cannabis Production both as Discretionary Uses, as well as changes to signage regulations

**8. Proposed increased restrictions for Portable Signs will decrease emergency advertising opportunities for our businesses.**

The Municipal Planning Commission directed administration to review the current requirements for sign placement in terms of sign density, concentration and duration of placement specifically in the Tourism Corridor. Concerns at this meeting were raised that increased density of Portable Signs could detract from the Town’s ongoing beautification.

In reviewing other municipalities, as well as the repealed version of the Town of Drumheller Land Use Bylaw, there are a range of regulations for Portable Signs, including duration, distances between signs and removal of signs;

Municipality	Duration	Distance	Other
<b>Town of Drumheller Land – 16.20 existing</b>	Max 60 days	30 meters	<ul style="list-style-type: none"> <li>May be extended upon application to the Development Authority</li> </ul>
<b>Town of Drumheller – 16.22 Proposed</b>	Max 60 days	100 meters	<ul style="list-style-type: none"> <li>Only permitted twice per calendar year per lot</li> <li>No longer applicable for extension at request of Development Authority</li> </ul>
<b>Town of Drumheller – 10-08 (repealed Land Use Bylaw)</b>	Max 60 days	30 meters	<ul style="list-style-type: none"> <li>Minimum of 60 days clear of signage</li> </ul>
<b>City of Wetaskiwin</b>	Max 30 days	90 meters	<ul style="list-style-type: none"> <li>Removed within 48 hours of advertised event</li> </ul>
<b>Town of Whitecourt</b>	Maximum 6 months	90 meters from other portable signs 20 meters from any other signage (A-board/billboard/freestanding etc)	<ul style="list-style-type: none"> <li>May not apply for same site within 6 months</li> </ul>
<b>Town of Morrinville</b>	Max 90 days	1 per site or 30 meters apart	<ul style="list-style-type: none"> <li>Must be double faced</li> <li>Not be allowed on otherwise vacant sites unless advertising the sale of the</li> </ul>

			property, or for a public event.
<b>Town of Hinton</b>	Max 30 days	1 per site or 30 meters apart	•
<b>Town of Chestermere</b>	Max 90 Days	40 meters	Only permitted twice per calendar year per lot
<b>Town of Olds</b>	Max 30 days	50 meters	•
<b>Town of Stettler</b>	Valid for 1 year	35 meters apart	

**FINANCIAL IMPACT:**

There is no financial impact to granting this request

**STRATEGIC POLICY ALIGNMENT:**

This aligns with Council's priority of good and proper governance.

**COMMUNICATION STRATEGY:**

Further Public Engagement sessions will be held on February 9<sup>th</sup>, 2023 at the Badlands Community Facility from 6:00pm-8:00pm to gather feedback from the public on the proposed Second Reading amendments and to educate the public on how these changes may effect their properties.

The final version of the Land Use Bylaw once amendments have passes third reading will be published on the Town website and advertised through Media Release.

**PROPOSED COUNCIL MOTION:**

That Council give second reading to LUB 2022 Amendments – B Bylaw 16.22 as amended.

**SECONDED:**

Prepared By:

*Antonia Knight*  
Antonia Knight  
Development Officer in Training

Approved By:

  
Darryl Drohomerski, C.E.T.  
Chief Administrative Officer

**TOWN OF DRUMHELLER**  
**BYLAW NUMBER 16.22**  
DEPARTMENT: DEVELOPMENT

*Amends Bylaw 16.20*

BEING A BYLAW OF THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA TO  
AMEND LAND USE BYLAW 16.20

**WHEREAS**, pursuant to the provisions of Clause 639 of the Municipal Government Act, RSA 2000, C.M. 26, the Council of the Town of Drumheller (hereinafter called the Council, has adopted Land Use Bylaw 16.20;

**AND WHEREAS** the Council deems it desirable to amend Land Use Bylaw 16.20;

**AND WHEREAS**, a notice was published on November 2, 2022 and once a week for two consecutive weeks on November 16, 2022, and again on November 23, 2022 the last of such publications being at least five days before the day fixed for the passing of this Bylaw, including the date and location of a public hearing meeting where concern can be heard; and

**AND WHEREAS**, the Council of the Town of Drumheller held a public hearing on the 5<sup>th</sup> day of December, 2022 at their regular or special meeting of Council in which all interested parties were provided an opportunity to be heard;

**NOW THEREFORE** the Council hereby amends Land Use Bylaw 16.20 as follows:

**1. SHORT TITLE**

1. 1 This Bylaw may be referred to as LUB 2022 Amendments - B Bylaw 16.22.

**2. PURPOSE**

2.1 The purpose of this bylaw is to establish amendments to the Town of Drumheller Land Use Bylaw 16.20.

**3. CHANGES/DELETIONS**

**3.1 Changes to 1. Purpose and Authority**

3.1.1 Within Section 1.4 Transition Add Clause 1.4.3  
Where a Land Use Designation in a previously approved Area Structure Plan or other Statutory Document does not align with this Land Use Zoning of this Bylaw, an application for subdivision or development shall be considered by the Development Authority and the most similar Land Use District considered.

**3.2 Changes to 2. Maps and Overlays**

3.2.1 Land Use Maps Add Clause 2.1.2  
The Land Use Districts in Section 2.1.1 are delineated on the Palliser Web GIS Portal which shall be known as the "Land Use Map."

For the most current interactive view of the Land Use Districts scan the QR code below or enter the web address <http://dlu.palliserwebmap.ca/>

### 3.2.2 Remove Maps - Overview Map Pages 10 - 16

Map 1: Nacmine

Map 2: Midland, Newcastle, Bankview, and North Drumheller

Map 3: Rosedale

Map 4: Wayne and Cambria

Map 5: Willow Creek and Lehigh

Map 6: East Coulee

### 3.2.3 Remove Maps from Section 2.5 Flood Hazard Overlay

The maps are inconsistent with the actuality of the land as it stands

Remove Overview Map

Map #1

Map #2

Map #3

## ~~3.3 Changes to 2.5 FLOOD HAZARD OVERLAY~~

### ~~3.3.1 Remove the partial text from 2.5.2 General Regulation~~

~~(9) Subsequent to a flood mitigation structure being constructed to protect lands within the Flood Hazard Overlay, and upon confirmation by a member in good standing of the Association of Professional Engineers and Geoscientists of Alberta that the lands are protected to the specified elevation of the flood construction level, the Town may amend the Flood Hazard Overlay Map to remove areas that are appropriately protected.~~

~~Notwithstanding the Flood Hazard Overlay maps contained within this Bylaw, for certainty each development and subdivision application shall be reviewed against the Government of Alberta Floodplain mapping and existing protection reviewed to confirm the suitability of the site for development.~~

### ~~3.3.2 Remove section 2.5.4 (2) from Protected Zone **Uses** and Regulations will be replaced as follows:-~~

~~All **buildings** shall be designed and constructed with the ground floor elevation at or above the **flood construction level**.~~

~~All **Buildings** within the **Protected Zone** shall be protected to the Town's **Flood Construction Level** plus **Freeboard**. This may be accomplished by one of the following methods:-~~

- ~~i. Infilling the **Site** with suitable soils to raise the overall grade to the minimum elevation required to withstand the **Design Flood** event. In addition, all Buildings shall be flood proofed to withstand a **Design Flood** event plus **Freeboard**. This includes the lowest building opening, main floor elevation,~~

- ~~main electrical panel, and all mechanical equipment in a Building being located at or above the **Flood Construction Level**.~~
- ~~ii. Constructing a dike or berm so that the Site is designed to withstand the **Designated Design** event plus **Freeboard**; or~~
- ~~iii. An alternative solution approved by the Town at the discretion of the **Development Authority**.~~

### 3.3 Changes to FLOOD HAZARD OVERLAYS

#### 3.3.1 Remove and replace the entire Section 2.5 FLOOD HAZARD OVERLAY with FLOOD HAZARD AREAS

#### ~~2.5 FLOOD HAZARD OVERLAY~~

##### ~~2.5.1 General Intent~~

~~To identify lands within the *Town* that are susceptible to flooding during high water events and to regulate the *use and development* of land within areas susceptible to flooding.~~

##### ~~2.5.2 General Regulations~~

~~The following regulations apply to all lands within the Flood Hazard Overlay, as identified on the Flood Hazard Overlay Map.~~

- ~~1. Lands subject to the Flood Hazard Overlay are identified on the Flood Hazard Overlay Map and are further delineated as being subject to either the Conveyance Zone or the Protected Zone.~~
- ~~2. The elevation of the *flood construction level* is variable along the length of the Valley and is determined by the interpolation of *flood construction level* contours.~~
- ~~3. No *habitable area* within a *building or structure* shall be constructed, reconstructed, altered, moved, or extended below the specified elevation of the *flood construction level*.~~
- ~~4. No new Temporary *Dwelling Units* shall be constructed within the Flood Hazard Overlay.~~
- ~~5. No new Cemeteries shall be constructed within the Flood Hazard Overlay.~~
- ~~6. All electrical, heating, air conditioning, and other mechanical equipment shall be located at or above the specified elevation of the *flood construction level*.~~
- ~~7. *Outdoor storage* of chemicals, explosives, flammable liquids, and/or toxic or waste materials that cannot be readily removed in the event of a flood is prohibited.~~
- ~~8. All *buildings* and structures within the Flood Hazard Overlay shall be setback by a~~

~~minimum of 7.5 metres from the toe or base of a flood mitigation structure.~~

- ~~9. Subsequent to a flood mitigation structure being constructed to protect lands within the Flood Hazard Overlay, and upon confirmation by a member in good standing of the Association of Professional Engineers and Geoscientists of Alberta that the lands are protected to the specified elevation of the flood construction level, the Town may amend the Flood Hazard Overlay Map to remove areas that are appropriately protected. Notwithstanding the Flood Hazard Overlay maps contained within this Bylaw, for certainty each development and subdivision application shall be reviewed against the Government of Alberta Floodplain mapping and existing protection reviewed to confirm the suitability of the site for development.~~
- ~~10. No subdivision of any parcel greater than 1.2 hectares shall be approved unless undertaken in conformity with an approved Area Structure Plan, or if the development is considered infill.~~

### ~~2.5.3 Conveyance Zone Uses and Regulations~~

- ~~(1) The following uses shall be allowed in the Conveyance Zone, when listed as a permitted use or discretionary use in the underlying Land Use District:~~
- ~~a. Agriculture – General; and~~
  - ~~b. Recreation – Non-Intensive.~~
- ~~(2) No development shall be allowed within the Conveyance Zone that has the potential to increase the obstruction of floodwaters or potential for a detrimental effect on the hydrological system, water quality, or on existing development.~~
- ~~(3) New development and structural alterations to existing development is not allowed except to:~~
- ~~a. Accommodate public utilities, including flood mitigation structures and erosion control measures;~~
  - ~~b. Replace an existing building or structure on the same location, and for the same use, provided that the flood hazard can be overcome, as demonstrated by a member in good standing of the Association of Professional Engineers and Geoscientists of Alberta, and in a manner that is acceptable to the Town, including meeting flood construction level requirements; and~~
  - ~~c. Renovate an existing building or structure, provided that:~~
    - ~~i. There is no increase to the floor area below the flood construction level; and~~
    - ~~ii. The renovation does not create a new Dwelling Unit.~~



- ~~(4) No structures shall be constructed on, in, or under lands subject to the Conveyance Zone, unless, to the satisfaction of the Development Authority, there will be no obstruction to floodwaters and no detrimental effect on the hydrological system or water quality, including the natural interface of the riparian and aquatic habitat.~~

### ~~2.5.3 Protected Zone Uses and Regulations~~

- ~~1. For lands within the Protected Zone, the permitted uses and discretionary uses listed in the underlying Land Use District shall apply.~~
- ~~2. All buildings shall be designed and constructed with the ground floor elevation at or above the flood construction level.~~
- ~~3. Building height shall be measured from the specified elevation of the flood construction level.~~
- ~~4. An application for a development permit for a parcel located within the Protected Zone must be accompanied by a report prepared by a qualified professional demonstrating how the regulations~~

Insert the following 2.5 FLOOD HAZARD AREAS

## “2.5 Flood Hazard Areas

### 2.5.1 Floodway, Flood Fringe and Protected and High Hazard Flood Fringe

#### 2.5.1 General Intent

To identify lands within the **Town** that are susceptible to flooding during high water events and to regulate the **use** and **development** of land within areas susceptible to flooding.

#### 2.5.2 General Regulation

- (1) For **parcels** located in the **Flood Hazard Areas (Floodway, Flood Fringe, Protected Flood Fringe or High Hazard Flood Fringe)**, the requirements of Section 2.5 apply and prevail when there is any conflict between the requirements of this Section and any other requirements of this Bylaw.
- (2) Each development and subdivision application shall be reviewed against the Government of Alberta Flood Hazard Maps ([floods.alberta.ca](http://floods.alberta.ca)) and existing protection reviewed to confirm the suitability of the site for development.

- (3) The elevation of the **flood construction level** is variable along the length of the Valley and is determined by the interpolation of **Design Flood Cross Sections**
- (4) No new Cemeteries shall be constructed within the **Flood Hazard Areas**
- (5) All electrical, heating, air conditioning, and other mechanical equipment shall be located at or above the specified elevation of the **flood construction level**
- (6) **Outdoor storage** of chemicals, explosives, flammable liquids, and/or toxic or waste materials that cannot be readily removed in the event of a flood is prohibited.
- (7) All new **buildings** and structures within the **Flood Hazard Areas** shall be setback by a minimum of 7.5 metres from the toe or base of a flood mitigation **structure**.
- (8) No subdivision of any parcel greater than 1.2 hectares shall be approved unless undertaken in conformity with an approved Area Structure Plan, or if the development is considered **infill**.
- (9) No **habitable area** within a **building** or **structure** shall be constructed, reconstructed, altered, moved, or extended below the specified elevation of the **flood construction level**

### 2.5.3 Floodway Use and Regulations

- (1) For **parcels** located in the **Floodway** on which a **building** exists and the use of that **parcel** have been previously approved, the use may continue as a **permitted** or **discretionary use** provided that the **use** is listed in the land use district that the **parcel** is designated.
- (2) The following **uses** shall be allowed in the **Floodway**, when listed as a permitted **use** or **discretionary use** in the underlying Land Use District:
  - a) **Agriculture – General;** and
  - b) **Recreation – Non-Intensive.**
  - c) **Natural Areas**
  - d) **Parks;**
  - e) **Utilities**
- (3) No **development** shall be allowed within the **Floodway** that has the potential to increase the obstruction of floodwaters or potential for a detrimental effect on the hydrological system, water quality, or on existing **development**.
- (4) New **development** and **structural alterations** to existing **development** is not allowed except to:
  - a) Accommodate **public utilities**, including **flood mitigation structures** and erosion control measures;

- b) Replace an existing **building** or **structure** on the same location and footprint, and for the same **use**, provided that the flood hazard can be overcome, as demonstrated by a member in good standing of the Association of Professional Engineers and Geoscientists of Alberta, and in a manner that is acceptable to the **Town**, including meeting **flood construction level** requirements; and
- c) Renovate an existing **building** or **structure**, provided that:
  - i. There is no increase to the **floor area** below the **flood construction level**; and
  - ii. The renovation does not create a new **Dwelling Unit**.
  - iii. The renovation may not construct decks, docks, fences, patios, walls, riprap or other obstructions unless being constructed by or on behalf of the Town for the purpose of erosion control where the primary purpose is to protect public infrastructure.

#### 2.5.4 Flood Fringe and High Hazard Flood Fringe Use and Regulations

- (1) For lands within the **Flood Fringe** and **High Hazard Flood Fringe**, the permitted **uses** and **discretionary uses** listed in the underlying Land Use District shall apply.
- (2) All **buildings** shall be designed and constructed with the first-floor elevation at or above the **flood construction level**.
- (3) No **habitable area** within a **building** or **structure** shall be constructed, reconstructed, altered, moved, or extended below the specified elevation of the **flood construction level**.
- (4) **Building** height shall be measured from the specified elevation of the **flood construction level**.
- (5) An application for a **development permit** for a **parcel** located within the **Flood Fringe** must be accompanied by a report prepared by a qualified professional demonstrating how the regulations of the Flood Hazard and the **Flood Construction Level** are met.
- (6) All **buildings** must be set back 6.0 metres from the edge of the **Floodway**.
- (7) Only those goods that are easily moveable may be stored on a **parcel** in the **Flood Fringe**.

#### 2.5.5 Building Design in the Flood Fringes

- (1) All **buildings** in the **flood fringe** must be designed in the following manner:

- a. the first floor of all **buildings** must be constructed at or above the **Flood Construction Level**;
  - b. all electrical and mechanical equipment within a **building** shall be located at or above the **flood construction level**; and
  - c. a sewer back-up valve must be installed in every building.
- (2) The rules regarding **building** design referenced in subsection (1) do not apply to:
- a. an addition that does not increase the **gross floor area** of the **building** by more than 20.0 per cent of the **gross floor area** legally existing as of March 1, 2021
  - b. a **fence**, gate, **deck, landing, patio, ramp**, air conditioning unit, satellite dish, hot tub, and/or above or in ground private swimming pool.
- (3) Notwithstanding subsection (3); to **buildings** that increase the **gross floor area** of the **building** over 20 per cent of the **gross floor area** legally existing as of March 1, 2021 must:
- a. fully mitigate as per subsection (1) and (2).

## 2.5.6 Protected Flood Fringe Use and Regulations

### General Intent

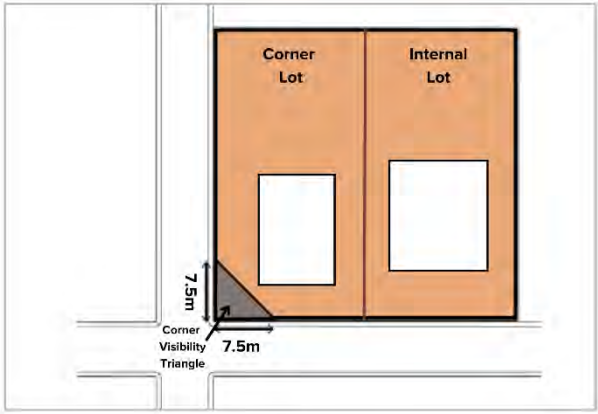
These areas include lands within either the **Floodway** or **Flood Hazard**, protected by a permanent berm and may also include areas protected by planned temporary adaptive measures provided by the Town of Drumheller. **Protected Flood Fringe** areas may be updated at the discretion of the Town of Drumheller as berms are constructed.

- (1) For lands within the **Protected Flood Fringe**, the permitted uses and discretionary uses listed in the underlying Land Use Districts shall apply.
- (2) All **buildings** and structures within the **Protected Flood Fringe** shall be setback by a minimum of 7.5 metres from the toe or base of a flood mitigation **structure**.
- (3) The first floor of all **buildings** shall be constructed with first floor to the 1:20 year flood, as determined by the Government of Alberta Flood Hazard Maps (floods.alberta.ca);”

## 3.4 Changes to 3. Land Use Districts

3.4.1 Additions to Section 3.1 Rules that apply to all Land Use Districts as follows

(a) Accessory Buildings	<p>a) No <b>Accessory Buildings</b> or uses shall be located in the <b>Front Yard</b> of a residential district. The <b>Development Authority</b> may permit the development of an <b>Accessory Building</b> and/or use in the front yard under special circumstances dictated by site conditions.</p> <p>b) An <b>Accessory Building</b> shall be located at least 2 meters from any <b>Principal Building</b> unless otherwise stated within this Bylaw</p>
(b) Accessory Building - Portable	<p>c) shall not exceed 18 sqm lot coverage</p>
(d) Bed & Breakfast	<p>a) <b>Bed &amp; Breakfast</b> establishments shall conform to the following or such standards as the Alberta Building Code may have, whichever is greater:</p> <ul style="list-style-type: none"> <li>i. no cooking facilities in guest rooms;</li> <li>ii. minimum room size of 7 m<sup>2</sup> per single occupant and 4.6 m<sup>2</sup> per person for multiple occupants;</li> <li>iii. window compulsory for guest room;</li> <li>iv. sanitation and potable water as required by Health Unit;</li> <li>v. smoke alarms required for each level of buildings; and</li> <li>vi. portable fire extinguisher required for each level of building.</li> </ul>
(f) Drive Through Facility	<p>(a) Appropriately screened and / or designed so that noise from the speaker does not adversely affect adjacent residential land uses at the discretion of the approving authority.</p> <p>(e) Shall provide queuing space for 5 vehicles on site per order board or order window at the discretion of the <b>Development Authority</b></p>

<p>(g) Fences</p>	<p>(a) Unless otherwise approved, no fence, wall, tree, hedge or other structure, object, or plant exceeding 1.2m in height shall be permitted within the <b>Corner Visibility Triangle</b>.</p>  <p>(b) In all district's materials used to construct fences can be wood, brick, stone, concrete, metal, vinyl, or other professionally finished materials at the discretion of the Development Authority.</p> <p>(c) Barbed wire and/or electric fences are prohibited in all Residential Districts and for all other land use districts shall be considered at the discretion of the Development Authority.</p> <p>(d) Fences shall not alter or disrupt the drainage pattern as established in the approved surface drainage plan.</p>
<p>(h) Kennel</p>	<p>a) Must be a minimum of 150 metres from an approved Dwelling Unit at the time of approval of the kennel use unless the Dwelling Unit is located on the same parcel as the Kennel</p> <p>b) All animals to be kept indoors during quiet hours of the Town of Drumheller Community Standards Bylaw</p>
<p>(i) Storage Structure</p>	<p>e) A Storage Structure shall be for cold storage only and shall not connect to utilities.</p>
<p>(j) Tourist Dwelling</p>	<p>e) Maximum occupancy to be limited by the number of rooms available for sleeping accommodation and shall be determined by the Development Authority based on number of bedrooms. and other sleeping spaces</p> <p>i. no cooking facilities in guest rooms;</p> <p>ii. minimum room size of 7 m<sup>2</sup> per single occupant and 4.6 m<sup>2</sup> per person for multiple occupants. The</p>

	<p style="color: red;">maximum occupants in one room shall be two (2) adults;</p> <ul style="list-style-type: none"> <li>iii. window compulsory for guest room;</li> <li>iv. sanitation and potable water as required by Health Unit;</li> <li>v. smoke alarms required for each level of buildings; and</li> <li>vi. portable fire extinguisher required for each level of building.</li> </ul>
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3.4.2 The complete addition of Section 3.1.2 Specific Design Standards – Dwelling Units

<p><b>Dwelling Unit – Garden</b></p>	<ul style="list-style-type: none"> <li>a) Only one shall be permitted per lot and must be detached from the <b>Primary Building</b> as a standalone structure, or as a <b>Dwelling Unit</b> (loft) above an <b>Accessory Building</b>. Secondary Dwelling Units attached to an existing <b>Primary Building</b> in any manner shall be considered <b>Dwelling Unit – Secondary</b>.</li> <li>b) Lots with an existing <b>Dwelling Unit - Secondary</b> are prohibited to have a <b>Dwelling Unit – Garden</b> and vice versa</li> <li>c) The subdivision of the property to create two (2) lots, one for the primary structure and one for the <b>Dwelling Unit – Garden</b> is prohibited.</li> <li>d) Shall be restricted to a single storey dwelling (max. 5 meters in height) and may include an attached single car garage, unless the <b>Dwelling Unit – Garden</b> is located in the loft of an <b>Accessory Building</b>.</li> <li>e) With all applications, <b>Development Authority</b> will take into consideration the potential effect of the development on the privacy of adjacent properties in regard to such potential issues as window placement, landings for entrances, outdoor amenity space, and height.</li> <li>f) Shall be designed to complement the existing <b>Primary Building</b> on the site. The appearance and quality of the finishing materials of the <b>Dwelling Unit – Garden</b> must reflect the fact that it is a <b>Dwelling Unit</b>.</li> <li>g) Shall be separated from the <b>Primary Building</b> by a minimum of 4.0 meters and a minimum of 1.2 meters from all other <b>Accessory Buildings</b>.</li> <li>h) <b>Rear Setbacks</b> and <b>Side Setbacks</b> must meet requirements for <b>Accessory Buildings</b></li> <li>i) Only one servicing connection per utility will be permitted (water, sewer) per lot. The Utilities must be first connected to the <b>Primary Building</b>, and then fed to the <b>Dwelling Unit – Garden</b>. Installation of all services and</li> </ul>
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	<p>utilities are at the cost of the developer.</p> <p>j) Shall not be constructed within the <b>Front Setback</b> of the <b>Primary Building</b>.</p> <p>k) All lots with a <b>Dwelling Unit – Garden</b> shall have a driveway that provides access to the <b>Dwelling Unit – Garden</b> from <b>Side Yard</b> or <b>Rear Yard</b>.</p> <p>l) Shall only be permitted to have one civic address.</p>
<p><b>Dwelling Unit – Manufactured</b></p>	<p>1) Will be a Discretionary Use unless established within a Manufactured Home Park defined under this Land Use Bylaw</p> <p>The following criteria apply to all Dwelling Units - Manufactured;</p> <p>a) In determining the suitability of a <b>Manufactured Dwelling</b> for placement on a <b>parcel</b>, consideration shall be given to its condition and appearance in context with the <b>adjacent parcels</b>.</p> <p>b) The undercarriage of a <b>Manufactured Dwelling</b> shall be screened from view by the foundation or by skirting within 30 days of placement of the <b>Manufactured Dwelling</b>.</p> <p>c) All accessory <b>structures</b> such as stairways and <b>landings, patios, decks</b>, and skirting shall be of complementary quality and design to the <b>Manufactured Dwelling</b>.</p> <p>d) All <b>Manufactured Dwellings</b> shall be provided with stairways and <b>landings</b> to all entrances within 45 days of their placement.</p>
<p><b>Dwelling Unit - Secondary</b></p>	<p>a) A maximum of one secondary suite may be permitted per parcel where a detached dwelling unit exists.</p> <p>b) A separate entrance door to a secondary suite shall not be located on any front building elevation facing a public street. Notwithstanding this, a single-entry door providing access to an enclosed, shared landing area from which both the main dwelling unit and the secondary suite gain access, may be located on any front building elevation facing a public street.</p> <p>c) A principal building containing a secondary suite may not be converted into condominiums.</p> <p>d) Lots with an existing <b>Dwelling Unit – Garden</b> are prohibited to have a <b>Dwelling Unit - Secondary</b> and vice versa</p> <p>e) A secondary suite shall have a maximum of two (2) bedrooms. Alberta Building code for bedrooms in basements must be met.</p> <p>f) A secondary suite shall not be permitted on the same parcel as a bed and breakfast establishment or home</p>



	occupation.
<b>Relocation of Buildings</b>	<p>a. Notwithstanding Section <u>5.10 When a Development Permit is Not Required</u> a <b>development permit</b> shall be required for the relocation of any <b>building</b> to any <b>parcel</b> in the Town of Drumheller</p> <p>b. A <b>development permit</b> for the relocation of a <b>building</b> may include conditions of approval that:</p> <p>i. the <b>building</b> and the proposed location of the <b>building</b> meets the requirements of the Land Use District in which the <b>building</b> is to be located;</p> <p>ii. the <b>building</b> is compatible with the character of the neighbourhood in which the <b>building</b> is to be relocated to; and</p> <p>iii. the <b>building</b> be renovated to a satisfactory condition within a specified time.</p>

3.4.3 The complete addition of Section 3.1.6 Objects Prohibited or Restricted in Yards

1. No persons shall allow a motor vehicle for stock car races, a motor vehicle which has all or part of its superstructure removed, or a motor vehicle which is in a dilapidated or unsightly condition to remain or be parked on a parcel unless it is suitable housed or screened to the satisfaction of the **Development Authority**.
2. Not more than two **Recreational Vehicles** shall be stored or parked on a parcel unless associated with an approved **Retail and Service – Heavy** development. Where possible all **Recreational Vehicle** shall be stored to the rear of a parcel.
3. A holiday trailer parked on a parcel may be used for living and sleeping
4. accommodation by a bona fide tourist for a period not to exceed three weeks.
5. ~~Not more than two holiday trailers shall be stored or parked on a parcel.~~
6. No livestock shall be kept in ~~this any~~ district unless otherwise permitted in the Responsible Pet Ownership Bylaw.
7. Industrial and Commercial equipment including vehicles shall not be stored on ~~a parcel within 50 meters of a residential parcel unless screened to the satisfaction of the Development Authority.~~
8. No person shall keep or permit in any part of a yard in any residential district:
  - i. Any dilapidated vehicle for more than 14 days
  - ii. No more than one unregistered/uninsured vehicle shall be kept on a residential parcel and it shall not be located within the front yard;
  - iii. Any object or chattel which, in the opinion of the **Development Authority**, is unsightly or tends to adversely affect the amenities of the district; and
  - iv. Any excavation, storage or piling up of material required during the construction stage unless all safety measures are undertaken; the owner of such materials or excavations assumes full responsibility to ensure the situation does not prevail any longer than reasonably necessary to

complete a particular stage of construction work.

V. Second reading

#### 3.4.4 The complete addition of Section 3.1.7 Special Requirements

- (1) All private sewage systems shall comply with setback provisions of the Alberta Private Sewage Disposal System Standard of Practice, 1999 or a successor thereto.
- (2) The Development Authority may prescribe screening and landscaping requirements **for any development**.
- (3) Garbage and waste material must be stored in weather and animal proof containers and screened from adjacent sites and public thoroughfares.
- (4) Livestock shall not present a public health problem.

#### 3.4.5 The complete addition of Section 3.1.8 Architectural Controls and Guidelines

- (1) In addition to the land use rules for permitted and discretionary uses in the appropriate land use district, the Town may impose conditions on a development permit as provided for in Architectural Guidelines attached to the title by caveat.

**3.5 Changes to Section 3.3 Rural Development District.**

- 3.5.1 The Dwelling Unit classifications will be changed to reflect the additional definitions added.
- 3.5.2 Remove “Fascia Sign” from the Discretionary Use category and add to the Permitted Use category with the following clarification;

Use Category	Permitted Uses	Discretionary Uses
<b>(1) Residential</b>	<del>Dwelling Unit</del> Dwelling – Single-detached	<del>Dwelling Unit – Temporary</del> <del>Dwelling Unit – Manufactured</del> <del>Dwelling Unit – Move On</del> <del>Dwelling Unit – Secondary</del> <del>Dwelling Unit – Garden</del>
<b>(6) Other Uses</b>	Fascia Sign associated with an approved Lodging, Commercial, or Institutional development on the same lot.	<del>Fascia Sign</del>

### 3.3.3 Specific Use Standards

<p><b>Dwelling Unit - Manufactured</b></p>	<ul style="list-style-type: none"> <li>a. The minimum width of a <b>Manufactured Dwelling</b> shall be 7.3 m.</li> <li>b. <b>Manufactured Dwellings</b> constructed greater than ten (10) years from the time of <b>development permit</b> application may only be approved at the discretion of the <b>Development Authority</b>.</li> <li>c. The massing, design and appearance of a <b>Manufactured Dwelling</b> shall be consistent with <b>adjacent development</b> to the satisfaction of the <b>Development Authority</b>, and may be required to include enhanced design elements that add visual interest such as:             <ul style="list-style-type: none"> <li>i. a porch or veranda on the front façade;</li> <li>ii. horizontal wall articulation on the front façade;</li> <li>iii. the use of thick columns or brackets on roof overhangs;</li> <li>iv. dormers, gables, cross gables or varied pitches for articulated roof lines;</li> <li>v. large or <b>bay windows</b> on the front façade, with strong window trim;</li> <li>vi. architectural features or other detailing over entrances;</li> <li>vii. changes in exterior siding materials, textures and colors to break up long wall expanses; and</li> <li>viii. the use of trim and moldings that contrast the exterior siding.</li> </ul> </li> </ul>
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### 3.6 Changes to Section 3.4 Countryside District.

3.6.1 The Dwelling Unit classifications will be changed to reflect the additional definitions added.

3.6.2 Remove “Fascia Sign” from the Discretionary Use category and add to the Permitted Use category with the following clarification;

Use Category	Permitted Uses	Discretionary Uses
<p>(2) Residential</p>	<p>Dwelling Unit  <b>Dwelling – Single-detached</b></p>	<p><del>Dwelling Unit – Temporary</del>  <del>Dwelling Unit – Manufactured</del>  <del>Dwelling Unit – Move On</del>  <del>Dwelling Unit – Secondary</del>  <del>Dwelling Unit – Garden</del></p>

<b>(6) Other Uses</b>	Fascia Sign associated with an approved Lodging, Commercial, or Institutional development on the same lot.	<del>Fascia Sign</del>
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3.6.3 Addition of Section 3.3.3 *Specific Use Standards* for Dwelling Unit - Manufactured

<b>Dwelling Unit - Manufactured</b>	<ul style="list-style-type: none"> <li>a. The minimum width of a <b>Manufactured Dwelling</b> shall be 7.3 m.</li> <li>b. <b>Manufactured Dwellings</b> constructed greater than ten (10) years from the time of <b>development permit</b> application may only be approved at the discretion of the <b>Development Authority</b>.</li> <li>c. The massing, design and appearance of a <b>Manufactured Dwelling</b> shall be consistent with <b>adjacent development</b> to the satisfaction of the <b>Development Authority</b>, and may be required to include enhanced design elements that add visual interest such as:             <ul style="list-style-type: none"> <li>i. a porch or veranda on the front façade;</li> <li>ii. horizontal wall articulation on the front façade;</li> <li>iii. the use of thick columns or brackets on roof overhangs;</li> <li>iv. dormers, gables, cross gables or varied pitches for articulated roof lines;</li> <li>v. large or <b>bay windows</b> on the front façade, with strong window trim;</li> <li>vi. architectural features or other detailing over entrances;</li> <li>vii. changes in exterior siding materials, textures and colors to break up long wall expanses; and</li> <li>viii. the use of trim and moldings that contrast the exterior siding.</li> </ul> </li> </ul>
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3.6.4 Amendments to fence standards to Section 3.4.12 **Screening** and Fences

<p><b>(3) Fences</b></p>	<p>a) A fence located in a front yard <del>or secondary front yard</del> shall be a maximum height of 1.2 metres.</p> <p>b) All other fences shall be a maximum height of 1.8 metres.</p> <p>c) no fence, wall, tree, hedge or other structure, object, or plant exceeding 1.2m in height shall be permitted within the <b>Corner Visibility Triangle</b>.</p>
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3.7 Changes to Section 3.5 Neighbourhood District.

- 3.7.1 The Dwelling Unit classifications will be changed from to reflect the additional definitions added;
- 3.7.2 Remove “Recreation - Intensive” from the Permitted Use category and add to the Discretionary Use category with the following clarification;
- 3.7.3 Add “Bench Sign” to the Discretionary Use category;

Use Category	Permitted Uses	Discretionary Uses
(4) Residential	<p>Dwelling Unit            Dwelling – Duplex            Dwelling – Multi Unit (apartment)            Dwelling Unit – Multi Unit (Attached)            Dwelling – Single-detached</p> <p>Dwelling Unit – Manufactured located within an established and approved Manufactured Home Park</p>	<p><del>Dwelling Unit – Temporary</del>            Dwelling Unit – Manufactured            Dwelling Unit – Move On            Dwelling Unit – Secondary            Dwelling Unit – Garden            Manufactured Home Park</p>
(4) Institutional	<del>Recreation – Intensive</del>	Recreation- Intensive
(5) Other Uses		Bench Sign

3.7.4 Section 3.5.4 Setbacks for Principal Buildings, add in the following defining clause for decks below 0.6 meters in height;

(5) Projections Into Setbacks	(d) An unenclosed deck, porch or other similar structure below 0.6 metres in height may project 50 percent in a front setback or rear setback.
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3.7.5 Add in parcel coverage standards for Accessory Buildings within Section 3.5.6 Parcel Coverage Standards

(2) Accessory Building	Foot print of Accessory Building must not exceed 80% footprint coverage of principal building
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3.7.5 Add in building height standards for Accessory Buildings with Section 3.5.7 Building Height Standards

(2) Accessory Building	<p>Maximum 7.5 meters</p> <ul style="list-style-type: none"> <li>(a) Must not exceed height of Principal Building</li> <li>(b) Maximum of 7.5 meters if associated with a Dwelling Unit - Garden.</li> <li>(c) Maximum 5 meters if no Dwelling Unit - Garden is associated. Must not have overhead doors greater that 3 meters in height</li> </ul>
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### 3.7.6 Add in Specific Use Standards for Dwelling Unit – Manufactured

<p><b><i>Dwelling Unit - Manufactured</i></b></p>	<ul style="list-style-type: none"><li>a. The minimum width of a <b>Manufactured Dwelling</b> shall be 7.3 m.</li><li>b. <b>Manufactured Dwellings</b> constructed greater than ten (10) years from the time of <b>development permit</b> application may only be approved at the discretion of the <b>Development Authority</b>.</li><li>c. The massing, design and appearance of a <b>Manufactured Dwelling</b> shall be consistent with <b>adjacent development</b> to the satisfaction of the <b>Development Authority</b>, and may be required to include enhanced design elements that add visual interest such as:<ul style="list-style-type: none"><li>i. a porch or veranda on the front façade;</li><li>ii. horizontal wall articulation on the front façade;</li><li>iii. the use of thick columns or brackets on roof overhangs;</li><li>iv. dormers, gables, cross gables or varied pitches for articulated roof lines;</li><li>v. large or <b>bay windows</b> on the front façade, with strong window trim;</li><li>vi. architectural features or other detailing over entrances;</li><li>vii. changes in exterior siding materials, textures and colors to break up long wall expanses; and</li><li>viii. the use of trim and moldings that contrast the exterior siding.</li></ul></li></ul>
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3.7.7 Amendments to fence standards to Section 3.45.10 **Screening** and Fences

<b>(7) fences and Hedges</b>	<p>d) A fence located in a front yard <del>or secondary front yard</del> shall be a maximum height of 1.2 metres.</p> <p>e) All other fences shall be a maximum height of 1.8 metres.</p> <p>f) no fence, wall, tree, hedge or other structure, object, or plant exceeding 1.2m in height shall be permitted within the <b>Corner Visibility Triangle</b>.</p>
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3.7.6 The complete addition of the following;

**Section 3.5.12 Neighbourhood District - Manufactured Home Park Standards**

General Intent

The purpose of this section is to permit the placement of manufactured homes in rental parks within the Neighbourhood District. Once approved as a Manufactured Home Park within the Neighbourhood District, the following requirements overrule those of the Neighbourhood District;

**3.5.13 Uses**

Use Category	Permitted Uses	Discretionary Uses
1. Residential	Manufactured Home	
2. Commercial	Home Occupation – Basic Home Occupation - Urban	Retail and Service - General
3. Institutional	Recreation – Non-Intensive	
4. Other Uses	Accessory Building or Structure	Accessory Building - Portable

**3.5.14 Parcel Standards**

<b>(1) Site Area</b>	2 hectares (5 acres) for Site Area
<b>(2) Density</b>	Maximum of 10 units per acre
<b>(3) Lot Area</b>	325 square meters (3500 sqft) for single wide manufactured homes

	370 square meters (4000 sqft) for double wide manufactured homes
<b>(4) Building Height Standards</b>	<ol style="list-style-type: none"> <li>1. 5 meters for manufactured homes;</li> <li>2. 5 meters for accessory buildings; and</li> <li>3. (c) Other uses at the discretion of the Development Authority.</li> </ol>

### 3.5.15 Setbacks for Manufactured Homes

<b>(1) Front Setback</b>	Minimum 3 meters from any internal road or common parking area
<b>(2) Secondary Front Setback</b>	Minimum 3 meters from any internal road or common parking area
<b>(3) Side Setback</b>	Minimum 1.2 meters
<b>(4) Rear Setback</b>	Minimum 1.2 meters
<b>(5) Other Setbacks</b>	<ol style="list-style-type: none"> <li>(a) Minimum 4.5 meters between manufactured homes including any porch or addition</li> <li>(b) Minimum 10.5 meters from a boundary of a park abutting a public street or highway and 3 meters from remaining park boundaries – these setbacks shall be landscaped and or fenced and protected from any further development.</li> </ol>

### 3.5.16 Parking, Roads and Walkways

<b>(1) Vehicle Parking</b>	<ol style="list-style-type: none"> <li>a. No on-street parking shall be permitted.</li> <li>b. A minimum of one (1) car parking shall be provided on each manufactured home lot.</li> <li>c. Visitor parking shall be one off-street parking stall for every four (4) manufactured home lots. Visitor parking shall be dispersed throughout the park and clearly identified.</li> </ol>
<b>(2) Roads and Walkways</b>	<ol style="list-style-type: none"> <li>a. All roads in the manufactured home park shall be paved and constructed to the municipality's specifications.</li> <li>b. Internal pedestrian walkways shall be hard-surfaced and have a minimum width of 1.5 meters</li> <li>c. Each manufactured home lot shall abut a park roadway and have an access way with a minimum width of 4.3 m (14 ft.).</li> <li>d. The removal of snow from all internal pedestrian walkways and park vehicular areas, excluding individual parking areas, shall be the responsibility of the park owner.</li> </ol>

### 3.5.17 Landscaping Standards

	1. Each application for a manufactured home park shall be accompanied by a landscaping and site development plan.
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### 3.5.18 Additional Standards

	<ol style="list-style-type: none"> <li>a. No accessory building or use shall be located in the front yard of a manufactured home lot.</li> <li>b. A screened storage compound shall be provided for trucks, campers, travel trailers, snowmobiles, boats, etc. at a location and in a manner satisfactory to the <b>Development Authority</b>.</li> <li>c. All utility lines shall be placed underground.</li> <li>d. A minimum of ten (10%) percent of the total area of the manufactured home park shall be set aside for recreational uses.</li> <li>e. Identification and directional signs shall be of a size, height and type satisfactory to the <b>Development Authority</b>.</li> </ol>
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### 3.8 Changes to Section 3.6 Neighbourhood Centre District.

- 3.8.1 The Dwelling Unit classifications will be changed from to reflect the additional definitions added;
- 3.8.2 Remove “Recreation - Intensive” from the Permitted Use category and add to the Signs Discretionary Use category with the following clarification;
- 3.8.3 Add “Bench Sign” to the Discretionary Use category;
- 3.8.4 Remove “A-Board, Fascia Sign, Freestanding Sign and Projecting Sign” from the Discretionary Use category and add to the Permitted Use category with the following clarification;

Use Category	Permitted Uses	Discretionary Uses
(1) Residential	Dwelling Unit Dwelling – Duplex Dwelling – Multi Unit (apartment) Dwelling Unit – Multi Unit (Attached) Dwelling – Single-detached	Dwelling Unit – Temporary Dwelling Unit – Manufactured Dwelling Unit – Move On Dwelling Unit – Secondary Dwelling Unit - Garden
(4) Institutional	Recreation – Intensive	Recreation - Intensive
(5) Other Uses	The following sign forms when associated with an approved Lodging, Commercial, or Institutional development on the same lot; A-Board Sign	A-Board Sign Fascia Sign Freestanding Sign Projecting Sign Bench Sign

	Fascia Sign Freestanding Sign Projecting Sign	
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3.6.3 Specific Use Standards

<b>Dwelling Unit - Manufactured</b>	<p>d. The minimum width of a <b>Manufactured Dwelling</b> shall be 7.3 m.</p> <p>e. <b>Manufactured Dwellings</b> constructed greater than ten (10) years from the time of <b>development permit</b> application may only be approved at the discretion of the <b>Development Authority</b>.</p> <p>f. The massing, design and appearance of a <b>Manufactured Dwelling</b> shall be consistent with <b>adjacent development</b> to the satisfaction of the <b>Development Authority</b>, and may be required to include enhanced design elements that add visual interest such as:</p> <ul style="list-style-type: none"> <li>i. a porch or veranda on the front façade;</li> <li>ii. horizontal wall articulation on the front façade;</li> <li>iii. the use of thick columns or brackets on roof overhangs;</li> <li>iv. dormers, gables, cross gables or varied pitches for articulated roof lines;</li> <li>v. large or <b>bay windows</b> on the front façade, with strong window trim;</li> <li>vi. architectural features or other detailing over entrances;</li> <li>vii. changes in exterior siding materials, textures and colors to break up long wall expanses; and</li> <li>viii. the use of trim and moldings that contrast the exterior siding.</li> </ul>
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3.8.5 Amend Typographical Error within Section 3.6.3 Setbacks for Principal Buildings, where standards are set for Accessory Buildings, though should be for Carwashes;

3.8.6 Within Section 3.6.3 Setbacks for Principal Buildings, add in the following defining clause for decks below 0.6 meters in height;

(5) Additional Setback Standards	(a) There is no maximum front setback, secondary front setback, side setback, or rear setback for Accessory Buildings <b>Carwashes</b> and Gas Stations
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	(b) The minimum front setback, secondary front setback, side setback, or rear setback is 3.0 metres for <del>Accessory Buildings</del> Carwashes and Gas Stations
(6) Projections Into Setbacks	(d) An unenclosed deck, porch or other similar structure below 0.6 metres in height may project 50 percent in a front setback or rear setback.

3.8.7 Add in parcel coverage standards for Accessory Buildings within Section 3.6.5 Parcel Coverage Standards

(2) Accessory Building	Foot print of Accessory Building must not exceed 80% coverage of principal building
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3.8.8 Add in building height standards for Accessory Buildings with Section 3.6.6 Building Height Standards

(2) Accessory Building	<p>Maximum 7.5 Meters</p> <ul style="list-style-type: none"> <li>(a) Must not exceed height of Principal Building</li> <li>(b) Maximum of 7.5 meters if associated with a Dwelling Unit - Garden.</li> <li>(c) Maximum 5 meters if no Dwelling Unit - Garden is associated. Must not have overhead doors greater that 3 meters in height</li> </ul>
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3.8.9 Within Section 3.6.9 Screening, Fences, and Hedges, add in the following defining clauses

(2) Fences and Hedges	<ul style="list-style-type: none"> <li>(a) Fences are not permitted in a front-yard or a secondary front yard.</li> <li>(b) A fence or hedge located in a front yard shall be a maximum height of 1.2 metres.</li> <li>(c) All other fences or hedges shall be a maximum height of 1.8 metres.</li> <li>(d) No fence, wall, tree, hedge or other structure, object, or plant exceeding</li> </ul>
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	1.2m in height shall be permitted within the <b>Corner Visibility Triangle</b> at the discretion of the Development Authority
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**3.9 Changes to Section 3.7 Downtown District.**

- 3.9.1 Within Section 3.7.2, The Dwelling Unit classifications will be changed from to reflect the additional definitions added;
- 3.9.2 Within Section 3.7.2, Remove “A-Board, Fascia Sign, Freestanding Sign and Projecting Sign” from the Discretionary Use category and add to the Permitted Use category with the following clarification;

Use Category	Permitted Uses	Discretionary Uses
(1) Residential	Dwelling Unit Dwelling – Duplex Dwelling – Multi Unit (apartment) Dwelling Unit – Multi Unit (Attached) Residential accommodation accessory to a principal commercial use	<del>Dwelling Unit – Temporary</del> <del>Dwelling Unit – Secondary</del> <del>Dwelling Unit – Ready-to-move (RTM)</del> <del>Dwelling – Single-detached</del> <del>Dwelling Unit – Move On</del>
(5) Other Uses	The following sign forms when associated with an approved Lodging, Commercial, Industrial development on the same lot; A-Board Sign Fascia Sign Freestanding Sign Projecting Sign	<del>A-Board Sign</del> <del>Fascia Sign</del> <del>Freestanding Sign</del> <del>Projecting Sign</del> Murals

3.9.3 The complete addition of the Section 3.7.10 (3) Additional Standards

(3) Character, design & appearance of Buildings	<ul style="list-style-type: none"> <li>a. Exterior finish to be wood, metal or similar siding, brick or stucco to the satisfaction of the Development Authority. The finish of buildings should complement other structures and natural site features.</li> <li>b. Roller shutters must be located on the inside of windows and screened from the outside if provided.</li> </ul>
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### 3.10 Changes to Section 3.8 Tourism Corridor District

- 3.10.1 Within Section 3.8.2, remove typographical error of Accessory Buildings within Discretionary Uses category and replace with Car Wash;  
 3.10.2 Within Section 3.8.2, Remove “A-Board and Fascia Sign” from the Discretionary Use category and add to the Permitted Use category with the following clarification;

Use Category	Permitted Uses	Discretionary Uses
(2) Commercial		Car Wash Accessory Building
(5) Other Uses	The following sign forms when associated with an approved Lodging, Commercial, Industrial development on the same lot; A-Board Sign Fascia Sign	A-Board Sign Fascia Sign

- 3.10.3 Within Section 3.8.9 Screening, Fences, and Hedges, add in the following defining clauses

(2) Fences and Hedges	<p>(a) Fences are not permitted in a front yard or a secondary front yard.</p> <p>(b) A hedge fence located in a front yard shall be a maximum height of 1.2 metres. Fences within Front Yards with a height of over 1.2 meters shall be setback from the road at a distance at the discretion of the Development Authority</p> <p>(c) All other fences or hedges shall be a maximum height of 1.8 metres.</p> <p>(d) All sites which abut a residential neighbourhood shall provide visual screening of at least 1.5 meters.</p>
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### 3.11 Changes to Section 3.9 Employment District

- 3.11.1 Within Section 3.9.2, add Lodging – Work Camp within Discretionary Uses. This is a new Use within the Land Use Bylaw and will be added into the Specific Use Standards.  
 3.11.2 Within Section 3.9.2, remove typographical error of Accessory Buildings within Discretionary Uses category and replace with Car Wash;  
 3.11.3 Within Section 3.9.2, add Industrial – Cannabis Production within Discretionary Uses.



This is a new Use within the Land Use Bylaw and will be added into the Specific Use Standards.

3.11.4 Within Section 3.9.2, Remove “Fascia Sign and Freestanding Sign” from the Discretionary Use category and add to the Permitted Use category with the following clarification;

Use Category	Permitted Uses	Discretionary Uses
(1) Lodging		Work Camp
(2) Commercial		Accessory Building Car Wash
(3) Industrial	Light Industrial- Industrial - Light	Heavy Industrial- Industrial – Heavy Industrial – Cannabis Production
(6) Other Uses	The following sign forms when associated with an approved Lodging, Commercial, Industrial development on the same lot; Fascia Sign Freestanding Sign Sign (as per Section 4)	Fascia Sign Freestanding Sign

3.11.5 The complete addition of the following Section 3.9.3 Specific Use Standards

<p><b>(3) Work Camp</b></p>	<p>An application for a <b>Development Permit</b> for a <b>Work Camp</b> must provide the following information:</p> <ul style="list-style-type: none"> <li>(a) the location, type, and purpose of the camp; adjacent land uses;</li> <li>(b) the method of supplying water, sewage and waste disposal to the camp. If a private sewage system is proposed, the proposed method of sewage disposal must comply with the current Alberta Private Sewage Systems Standard Practice and be to the satisfaction of the health authority; the number of persons proposed to reside in the camp;</li> <li>(c) demonstrated approval from Alberta Environment if the camp is located on Crown land;</li> <li>(d) the start date of the development, date of occupancy, and removal date of the camp; and</li> <li>(e) reclamation measures once the work camp is no longer needed.</li> </ul> <p>A <b>Development Permit</b> for a <b>Work Camp</b> shall not be</p>
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	<p>approved unless:</p> <ul style="list-style-type: none"> <li>(a) it is directly associated with a <b>Development</b> or business situated within the area;</li> <li>(b) it is deemed compatible with surrounding development and land uses by the <b>Development Authority</b>;</li> <li>(c) sufficient screening is provided from surrounding land uses as determined by the <b>Development Authority</b>;</li> <li>(d) it shall be for a temporary period of time in accordance with the timelines of a work project as specified by the <b>Development Authority</b>;</li> <li>(e) all required access provisions are provided to the satisfaction of the <b>Development Authority</b> at the sole cost of the developer;</li> <li>(f) the developer provides undertakings and guarantees acceptable to the <b>Development Authority</b>, that the <b>Work Camp</b> will be removed and the subject <b>Site</b> returned to its original condition upon completion as it was before the <b>Work Camp</b> was developed</li> </ul>
<p><b>(4) Industrial – Cannabis Production Facility</b></p>	<p>Must adhere all Federal, Provincial and Municipal laws and regulations and shall comply with the following conditions:</p> <ul style="list-style-type: none"> <li>(a) As a condition of development and prior to the operation of the facility, the owner must provide a copy of the current license for all activities associated with cannabis production as issued by the Health Canada.</li> <li>(b) The owner or applicant must obtain any other approval, permit, authorization, consent or license that may be required to ensure compliance with applicable federal, provincial or other municipal legislation</li> <li>(c) The <b>Development</b> must be done in such a manner where all of the processes and functions are fully enclosed within a stand-alone building including all loading stalls and docks, garbage containers and waste material.</li> <li>(d) The <b>Development</b> shall not include an outdoor area for the storage of goods, materials or supplies.</li> <li>(e) The <b>Development</b> shall not operate in conjunction with another approved use.</li> <li>(f) The <b>Development</b> must include equipment designed and intended to remove odors from the air where it is discharged from the building as part of a ventilation system.</li> </ul>

	<p>(g) The <b>Development Authority</b> may require as a condition of a development permit, a waste management plan completed by a qualified professional, which includes but is not limited to, details on:</p> <ul style="list-style-type: none"> <li>i. the quantity and characteristics of liquid and waste material discharged by the facility,</li> <li>ii. the method and location of collection and disposal of liquid and waste material discharged by the facility; and</li> <li>iii. the disposal of waste products and mitigation of airborne emissions, including smell.</li> </ul>
<p><b>(5) Natural Resource Extraction</b></p>	<ul style="list-style-type: none"> <li>a. Any application must include plans of the proposed site showing:           <ul style="list-style-type: none"> <li>i. the area to be excavated;</li> <li>ii. the roads and access points to the site;</li> <li>iii. the phasing of the development and estimated operation time frame;</li> <li>iv. reclamation proposals; and</li> <li>v. any other information considered necessary by the Development Authority.</li> </ul> </li> <li>b. Must be a minimum of 300 metres from an approved <b>Dwelling Unit</b> at the time of approval.</li> <li>c. In a commercial soil stripping operation, the area stripped shall be seeded to a grass or legume mixture at the discretion of the Development Authority.</li> <li>d. Applications within the Flood Hazard Overlay may be referred to Alberta Environmental Protection, in order to assist in determining whether river channel integrity or fisheries will be jeopardized by the proposal.</li> <li>e. The Development Authority may require a letter of credit from a financial institution to guarantee that these requirements are carried out.</li> </ul>
<p><b>(7) Additional Standards</b></p>	<ul style="list-style-type: none"> <li>a. Storage piles of natural resources less than 4 meters in height must be at least 6 meters from any right of way.</li> <li>b. Storage piles of natural resources over 4 meters in height must be at least 30 meters from any right of way.</li> </ul>

3.11.6 Within Section 3.9.9 Screening, Fences, and Hedges, add in the following defining clauses

(2) Fences and Hedges	<p>(a) A fence or hedge located in a front yard shall be a maximum height of 1.2 metres. <b>Fences within Front Yards with a height of over 1.2 meters may be required to be setback from the road at a distance at the discretion of the Development Authority</b></p> <p>(b) All other fences or hedges shall be a maximum height of 1.8 metres.</p>
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### 3.12 Changes to 4. SIGNS

#### 3.12.1 Addition of 4.1.17

4.1.17 No digital sign shall be permitted in any location within 30 meters of any parcel boundary of a dwelling unit or parcel zoned for residential purposes. Notification shall be sent of any illuminated or digital sign application to residential properties within a 100-meter radius of the proposed location of the sign placement.

4.1.13 All signs shall be removed within 30 days of the **use** to which they relate ceasing to operate. **The Development Authority may order the removal of the sign and the lawful owner of the sign or where applicable, the registered property owner, shall upon order either:**

- i. remove the sign including all related structural components within 30 days from the date of receipt of such notice; and
  - ii. restore the immediate area around the sign to the satisfaction of the Town; and
  - iii. bear all the costs related to such removal and restoration;
- or*
- a. remove the sign copy, however leaving the related structural components within 30 days from the date of receipt of such notice; and
  - b. replacing the sign copy with a blank, white, non-illuminated face; and
  - c. bear all the costs related to such removal and restoration.

### 3.13 Changes to Section 4.6 Portable Signs

3.13.1 Change distancing within Subclause 4.6.6 “No portable sign shall be located within ~~30 metres~~ **100 meters** of another portable sign.”

3.13.2 Add further guidelines within Subclause 4.6.7 “Portable signs shall have a maximum display period of 60 days per development permit and only permitted twice per calendar year per lot ~~No similar permit shall be issued within 6 months (182 days) of the previously approved parcel, applicant or advertiser at the discretion of the Development Authority.~~”

3.13.3 Remove Subclause 4.6.8 “A development permit for a portable sign may be extended upon application being made to the Development Authority.”

### 3.15 The complete addition of Section 4.10 Murals

4.10.1 No more than one mural shall be permitted per building unless otherwise specifically authorized by the Development Authority.

4.10.2 The location, content, construction materials and size associated with the mural shall be to the satisfaction of the Development Authority.

4.10.3 No mural shall be applied to a building in a manner that has a negative effect on historically significant elements of a building or key architectural feature that define the overall appearance or character of a building.

4.10.4 The mural must be a painting or other decorative work (artistic rendering/scene) and no mural shall be created to solely display a commercial message or depiction.

4.10.5 Placement of Mural's shall be encouraged on existing blank walls.

4.10.6 The Development Authority may require that the mural content be reflective of the Town's history or heritage.

2.5.7 Display of text, including a business name or commercial message, within a mural shall;  
(a) be incorporated into the design  
(b) not exceed ten per cent (10%) of the mural surface area.

4.10.8 Murals must have a linkage to:

- (a) historical events or periods that impacted the community;
- (b) representative landscapes and physical environments;
- (c) local culture.

4.10.9 No mural shall contain or portray the following:

- (a) obscene or offensive language, symbols or messages;
- (b) hateful language, symbols or messages;
- (c) racist or exclusionary imagery or messages;
- (d) political viewpoints;
- (e) religious viewpoints; or
- (f) any content that is or has the potential to cause divisiveness in the community.

4.10.10 The owner(s) of a building with a mural shall be responsible for maintaining the mural in a proper state of repair and shall:

- (a) keep it properly painted at all times;
- (b) ensure that all structural elements needed to support the mural are properly attached and meet applicable safety standards, and
- (c) clean all mural surfaces as it becomes necessary.
- (d) ensure any damage is repaired within 7 days of notification.

4.10.11 After placement, all Murals shall be reviewed at the discretion of the Development Authority. The Development Authority may require that any sign not in conformance with this section shall be renovated, repaired or removed at the expense of the property owner.

### 3.16 Amendments to Section 4.10 Signs Not Requiring a Development Permit

#### 3.16.1 Add in Additional Clarifications within Section 4.10.1

“4.10.1 The following Signs do not require a Development Permit if they comply with the Bylaw. Signs that do not comply with these development standards require a Development Permit with a Variance:”

- (a) 2 temporary on-site, not exceeding 1 sqm in size nor 1.2 metres in height, so long as the sign is intended for one of the following purposes:
  - (1) advertising the sale or lease of property;
  - (2) identifying a construction or demolition project, or
  - (3) a political sign 30 days prior to a federal, provincial, municipal election, by-election or referendum

4.10.2 1 A-board sign in accordance with Section 4.7

4.10.3 Any window sign or graphic painted on, attached to or installed on a window provided that no more than 50 percent of the subject window area is covered.

4.10.4 The alteration of an existing sign, which only includes routine maintenance, painting, or change in face, content or lettering and does not include modification to the sign structure or projection style.

### 3.17 Amendments to Section 5.11 Development Permit Applications

5.11.1 (2) ~~2 copies~~ 1 copy and 1 digital copy of the site, floor, elevation, and landscaping plans, drawn to scale, in metric dimensions which show the following:

5.11.3 Notwithstanding Section 5.11.1 and Section 5.11.2 an application for a Development Permit for a sign or Mural shall be accompanied by the following;

- (a) the name and address of the applicant;
- (b) the name and address of the lawful owner of the property and/or building the sign or Mural is proposed to be affixed (if different from applicant);
- (c) location of the sign or mural, including legal description and civic address;
- (d) elevation drawing showing placement of the sign or mural on the building including dimensions for height, width and area of the sign or mural;
- (e) site plan of the property showing the sign or mural location relative to

- the property lines;
- (f) detailed illustration of the sign or mural indicating;
  - a. content and design of the mural including colours and materials;
  - b. if the sign or mural will be illuminated, and the proposed manner of illuminating;
  - c. means to affix the sign or mural to the building and;
- (g) a written artists statement that described the concept, message and interpretation of the mural; and
- (h) any such additional information the Development Authority deems necessary.

5.11.9 If a Development Permit application is refused, the Development Authority shall not accept another application for the same or similar use on the same parcel for twelve (12) months after the refusal.

### **3.18 The complete addition of Section 5.21 Discretionary uses**

“5.21.1 When deciding on a development permit application for a discretionary use, the Development Authority shall consider:

- (a) any plans and policies affecting the parcel;
- (b) the purpose statements in the applicable land use district;
- (c) the appropriateness of the location and parcel for the proposed development;
- (d) the compatibility and impact of the proposed development with respect to adjacent development and the neighbourhood;
- (e) the merits of the proposed development;
- (f) servicing requirements;
- (g) access and transportation requirements;
- (h) vehicle and pedestrian circulation within the parcel; and sound planning principles.

5.21.2 The Development Authority may:

- (a) approve the application unconditionally, or
- (b) approve the application permanently or for a limited period of time and impose conditions considered appropriate, or
- (c) refuse the application, stating reasons for the refusal.

5.21.3 Where a proposed specific use of land or a building is not provided for in a district, the Development Authority may determine that the use is similar in character and purpose to another use of land or building that is included in the list of permitted or discretionary uses prescribed for that district.”

**3.18 The complete addition of the following definitions, within Section 6.2 Definitions**

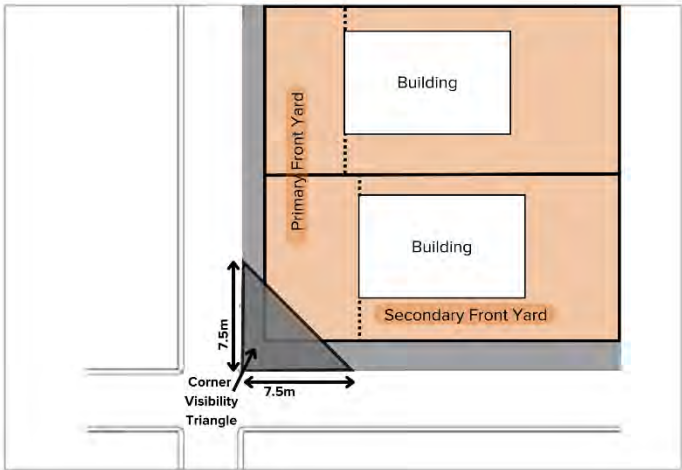
<b>A</b>	
<b>Adaptive Fill</b>	Temporary fill material placed by the Town during a flood emergency to close gaps in existing berms and bring them to the <b>flood construction level plus freeboard</b>
<b>C</b>	
<b>Cannabis</b>	means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the Cannabis Act (Canada) and its regulations, as amended from time to time and includes cannabis products that are ingested or applied as a topical.
<b>Corner Visibility Triangle</b>	means a triangular area formed on the corner site by the two street property lines and a straight line which intersects them at 7.5 meters from the corner where they meet.
<b>D</b>	
<b>Designated Design Event</b>	The designated design event is the 1 in 100-year return period flood event (1% annual exceedance probability event); as determined by the Province of Alberta. The <i>Designated Design Event</i> is a regulated flood on the Red Deer River considering the upstream benefit of Dickson Dam, and an unregulated flood event on the Michichi Creek, Rosebud River and Willow Creek.
<b>Design Flood Cross Sections</b>	The geodetic elevation determined by the nearest upstream cross section made available and determined from the Alberta Government Provincial Flood Hazard Mapping, available at <a href="https://floods.alberta.ca/">https://floods.alberta.ca/</a> .
<b>Drinking Establishment</b>	Means a use where: liquor is sold on the premises; where a license for the sale of liquor is issued by Alberta Gaming and Liquor Commission (AGLC). May include off sales though not considered Restricted Substance Retail and may include the preparation of food for the consumption on the premises
<b>Dwelling Unit – Duplex</b>	means a single building containing two dwelling units divided either vertically or horizontally, each of which is totally separated from the other by appropriate construction standards and may contain a common stairwell external to both dwellings.



<p><b>Dwelling Unit - Manufactured</b></p>	<p>means a <b>use</b> where a transportable, single or multiple section <b>building</b> conforming to CSA standards at the time of construction that contains a <b>Dwelling Unit</b> and when placed on a permanent foundation is ready for <b>residential use</b> and occupancy. A <b>Manufactured Dwelling</b> includes such styles known as modular homes, manufactured homes and Ready to Move (RTM) Homes.</p>
<p><b>Dwelling Unit – Moved On</b></p>	<p>means a single detached dwelling that has previously been lived in, used as a residence or other purpose in a previous location, that has now been relocated to a new parcel for use as a dwelling;</p>
<p><b>Dwelling Unit – Multiple Unit (Apartment)</b></p>	<p>means a residential building comprising three or more dwelling units with shared entrances and other essential facilities and services;</p>
<p><b>Dwelling Unit – Multiple Unit (Attached Housing)</b></p>	<p>means a building designed and built to contain three or more dwelling units separated from each other by a fire rated wall with each unit having separate entrances from grade level. (For purposes of this Bylaw; linked, row, townhouses and multiplex units that meet these criteria are considered to be attached housing);</p>
<p><b>Dwelling Unit – Single-Detached</b></p>	<p>means a <b>use</b> where a <b>building</b> designed for <b>residential use</b> contains one <b>principal Dwelling Unit</b>.</p>
<p><b>Dwelling Unit - Secondary</b></p>	<p>Means an accessory <b>dwelling unit</b> that is located on the same parcel, and attached to or contained within, another <b>dwelling unit</b> which meets the requirements of this Bylaw and meets the requirements of the Alberta Safety Codes Act.</p> <p>A Principal Building containing a <b>Dwelling Unit - Secondary</b> may not be converted into condominiums.</p>
<p><b>Dwelling Unit - Garden</b></p>	<p>Means a self-contained, secondary <b>Dwelling Unit</b>, installed in the <b>Rear Yard</b> or <b>Side Yard</b> of a lot with an existing, permanent, single-family dwelling, usually containing cooking, eating, living, sleeping, and sanitary facilities;</p> <p>A <b>Dwelling Unit – Garden</b> may take the form of a Garden Suite, Laneway Home, or Carriage House</p> <p>A <b>Dwelling Unit - Garden</b> may take the form of a park model or manufactured home, however must be designed to complement the existing <b>Primary Building</b> on the site.</p>

<b>Heavy Industrial</b>	<del>Means the procession, manufacturing, or compounding of materials, products, or any industrial activities which because of their scale or method of operation regularly produce noise, heat, glare, dust, smoke, fumes, odours, vibration, or other external impacts detectable beyond the parcel boundaries of the property</del>
<b>I</b>	
<b>Industrial – Cannabis Production</b>	means the use of land or structures for the purpose of growing, processing, infusing, packaging, testing, destroying, storing and/or shipping of cannabis used for the purposes as authorized by a license issued from the Federal Government or any amendments thereto.
<b>Industrial - Heavy</b>	means the processing, manufacturing, or compounding of materials, products, or any industrial activities which because of their scale or method of operation regularly produce noise, heat, glare, dust, smoke, fumes, odours, vibration, or other external impacts detectable beyond the <b>parcel boundaries</b> of the property. This use may include <b>Natural Resource Extraction</b>
<b>Industrial - Light</b>	The manufacturing, fabrication, assembly, distribution, disposal, warehousing or bulk storage, trucking and equipment facilities, or any industrial activities primarily within a <b>building</b> and does not produce noise, heat, glare, dust, smoke, fumes, odours, vibration, or other external impacts. This use may include food production.
<b>F</b>	
<b>Freeboard</b>	Additional height added to a flood mitigation structure to account for level of accuracy of the flood model, debris jams, sediment deposition and superelevation of the river during a flood event. Freeboard within the Town of Drumheller is a minimum of 0.5 meters.
<b>Flood Hazard Area</b>	The <b>Flood Hazard Area</b> is the area of land flooded during the 1 in 100-year return period regulated flood event, as defined by the Province of Alberta. The <b>Flood Hazard Area</b> is comprised of the <b>Floodway, Flood Fringe, High Hazard Flood Fringe</b> and <b>Protected Flood Fringe</b> areas.
<b>Floodway</b>	The river channel and adjoining lands indicated on the <b>Flood Hazard Area</b> Maps that would provide the pathway for flood waters in the event of a flood of a magnitude likely to occur once in one hundred years. The <b>Floodway</b> is the portion of the <b>Flood Hazard Area</b> where the flows are deepest, fastest and most destructive.

<b>Flood Fringe</b>	Those lands abutting the <b>Floodway</b> , the boundaries of which are indicated on the <b>Flood Hazard Area</b> Maps that would be inundated by floodwaters of a magnitude likely to occur once in one hundred years. River flows in the <b>Flood Fringe</b> are typically shallower and slower flowing than the <b>Floodway</b> .
<b>H</b>	
<b>High Hazard Flood Fringe</b>	those lands within the <b>Flood Fringe</b> with deeper (typically > 1m) or faster moving water than the rest of the flood fringe.
<b>L</b>	
<b>Light Industrial</b>	<del>Means the manufacturing, fabrication, assembly, distribution, disposal, warehousing or bulk storage, trucking and equipment facilities, or any industrial activities, primarily within a building and does not produce noise, heat, glare, dust, smoke, fumes, odours, vibration, or other external impacts. This use may include food production.</del>
<b>M</b>	
<b>Manufactured Home Park</b>	A parcel of land under one title which has been planned, divided into manufactured home lots and improved for placement of manufactured homes for permanent residential use and may include accessory uses, including; convenience stores, parking facilities and other services.
<b>Mural</b>	means an artistic rendering applied to or affixed to any exterior permanent surface with <del>out</del> <b>minimal</b> means of advertising. <b>This definition does not include religious symbols affixed to worship facilities.</b> A Mural shall be approved by the Town of Drumheller in accordance with Town policies;
<b>N</b>	
<b>Natural Resource Extraction</b>	Means the extraction of natural resources such as clay, sand, gravel, limestone, coal, petroleum and other minerals, and may include primary treatment into a raw, marketable form.
<b>P</b>	

<p><b>Protected Flood Fringe</b></p>	<p>those lands within the <b>Floodway</b> or <b>Flood Fringe</b> protected by structural mitigation in the form of a flood berm. These lands may be flooded if dedicated flood berms fail or do not work as designed during the 1:100-year return period design flood, even if they are not overtopped and areas in Protected Flood Fringe are still susceptible to groundwater and pluvial flooding.</p>
<p><b>R</b>  <b>Retail &amp; Service – Heavy</b></p>	<p>means a <b>development</b> with permanent outdoor display, service, and/or storage areas. Including, but not limited to <b>storage and warehousing facilities</b>, vendors of lumber and building supplies, landscaping supplies and equipment, industrial equipment, vehicles, watercraft, and/or outdoor structures such as prefabricated sheds, <b>decks</b> and patios, swimming pools, and play equipment.</p>
<p><b>S</b>  <b>Secondary Front Yard</b></p>	<p>means a yard extending across the full width of a parcel from the secondary front parcel boundary of the parcel to the wall of the principal building.</p>  <p>The diagram illustrates a property layout with a building and a secondary front yard. A 'Primary Front Yard' is shown between the building and the street. A 'Secondary Front Yard' is shown between the building and the street. A 'Corner Visibility Triangle' is marked with a 7.5m width and a 7.5m height, indicating the required clear zone at the street corner.</p>
<p><b>W</b>  <b>Work Camp</b></p>	<p>means a temporary residential complex used to house employees on a temporary basis to provide accommodations for large scale projects in the immediate area. Without restricting the generality of the above, the camp is usually made up of a number of mobile units, clustered in such fashion as to provide sleeping, eating, recreation, and other basic living facilities.</p>

<b>Window Sign</b>	a sign painted on, attached to or installed on a window intended to be viewed from outside the premises.
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## Part 2

Land Use Zoning amendments. The attached schedules highlight areas that Administration has identified as either zoned inconsistently with the existing use of the land/ land potential, or that the boundaries between the developable land use and the Badlands District are inconsistent and require adjusting. The following figures show the changes proposed for these areas.

### TRANSITIONAL

Town of Drumheller Bylaw 16.20 is hereby amended.  
Bylaw 16.22 comes into force on the date of the third and final reading.

READ A FIRST TIME THIS 24<sup>TH</sup> DAY OF OCTOBER, 2022.

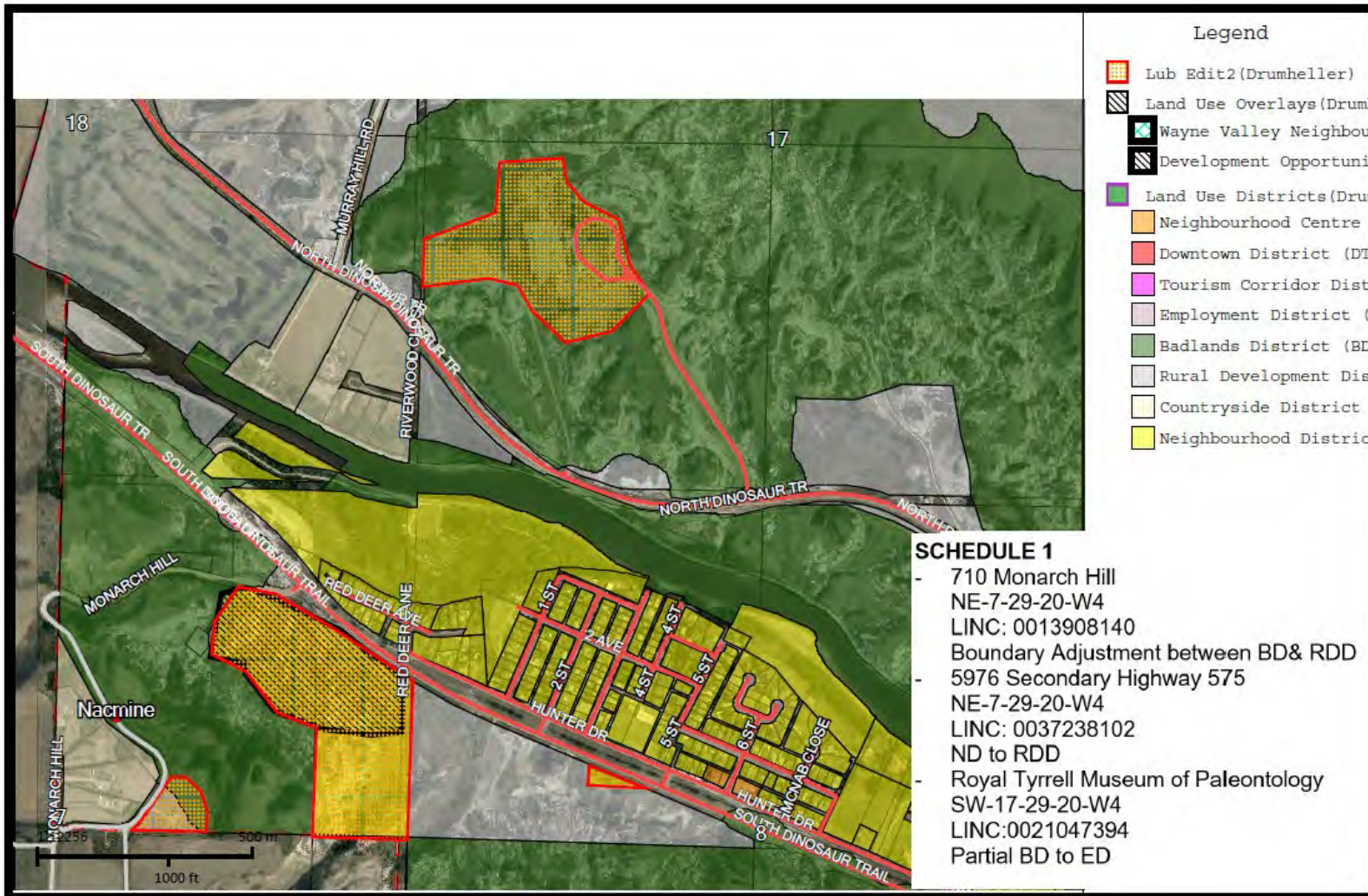
PUBLIC HEARING HELD THS 5<sup>TH</sup> DAY OF DECEMBER, 2022

READ A SECOND TIME THIS 23<sup>RD</sup> DAY OF JANUARY, 2023

READ A THIRD AND FINAL TIME THIS \_\_ DAY OF \_\_, 2023.

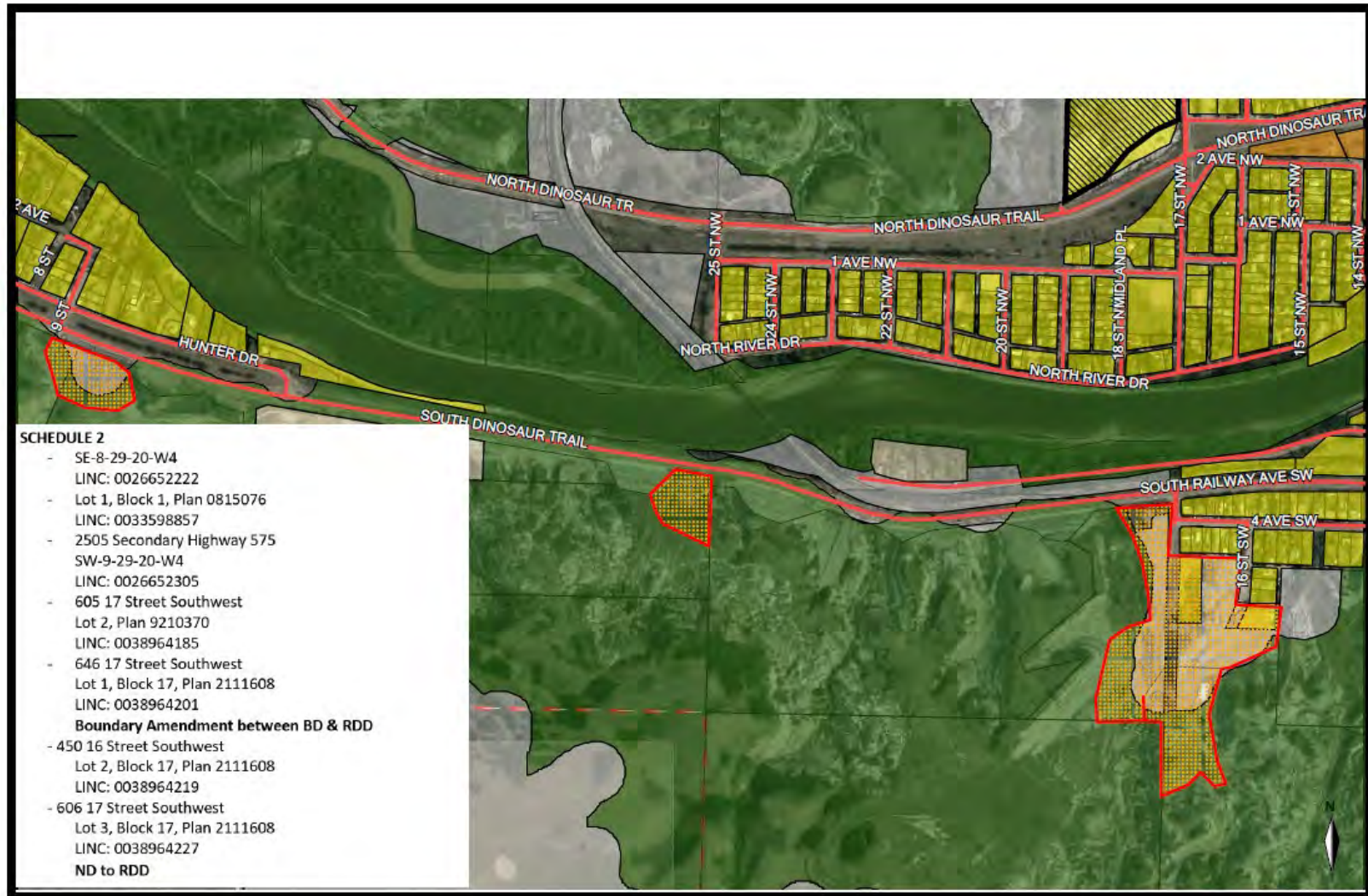
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



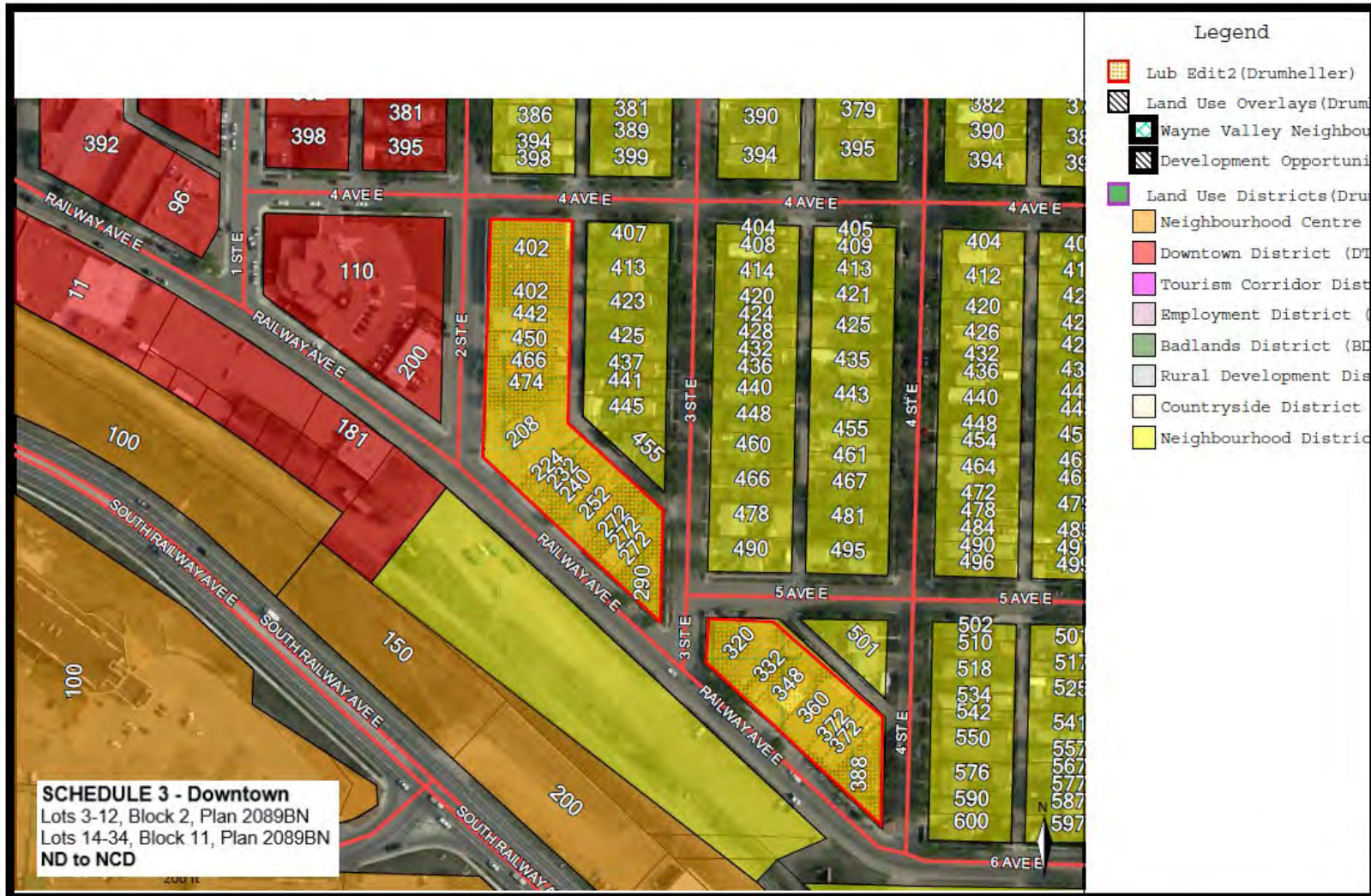
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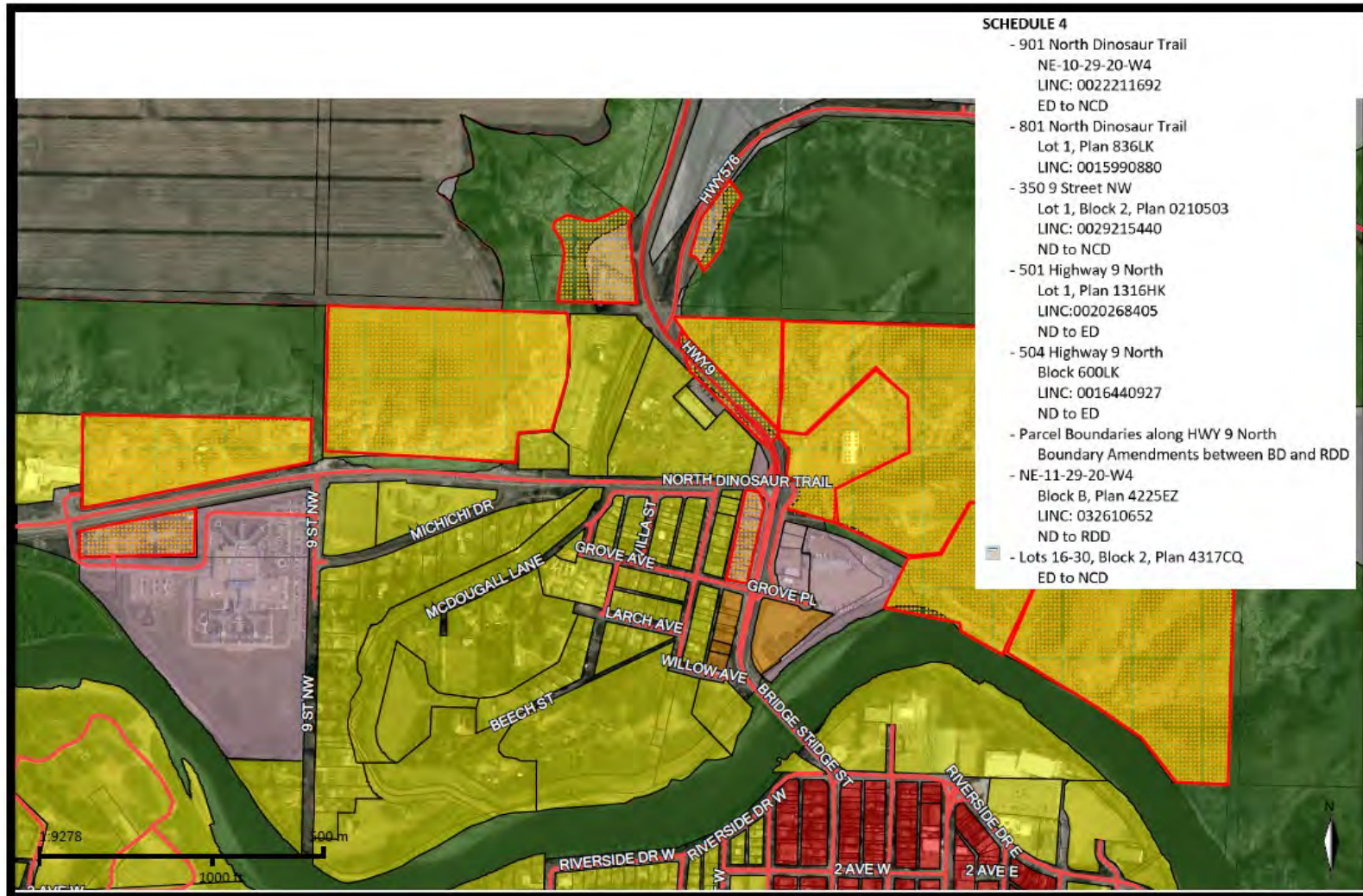
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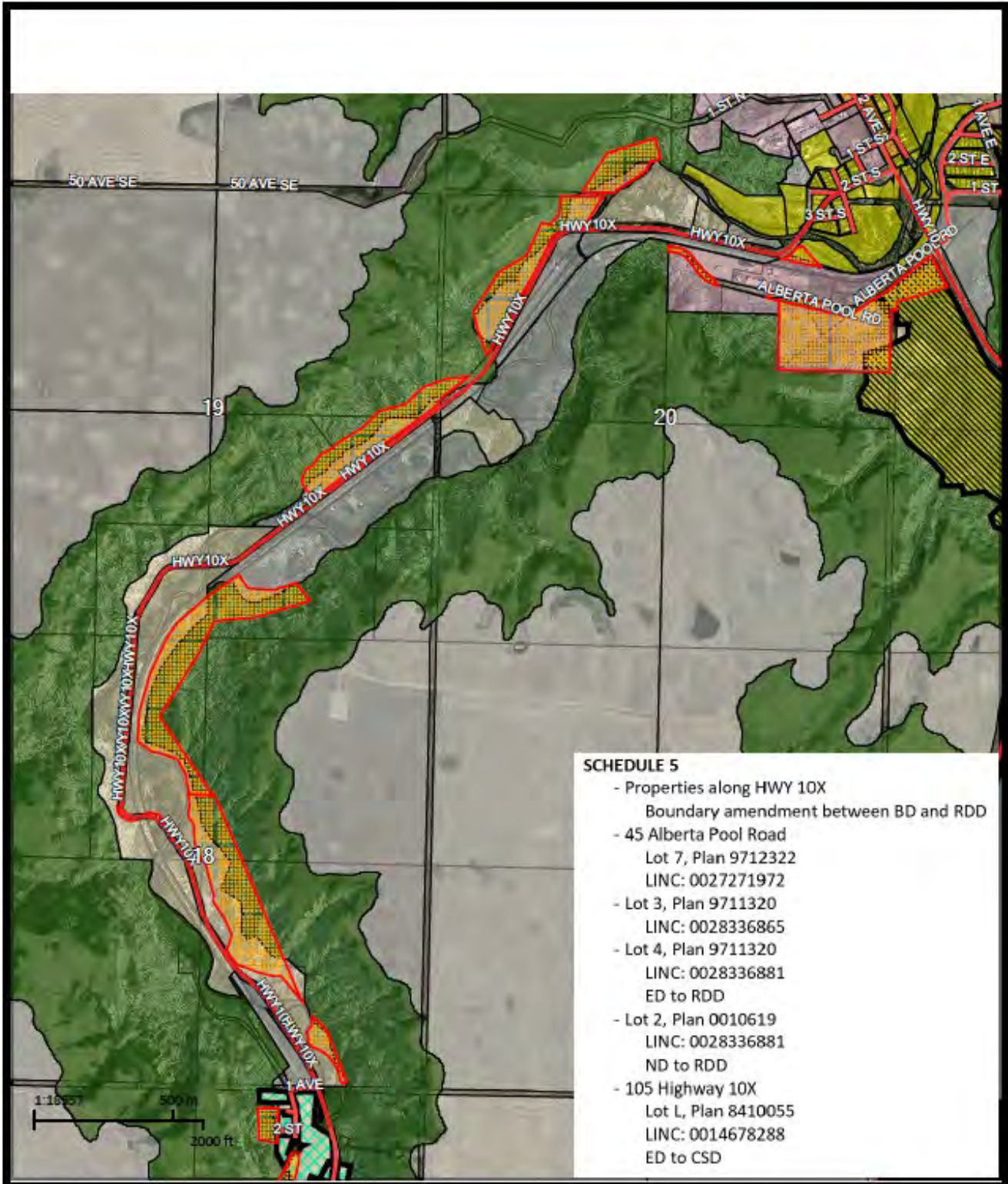
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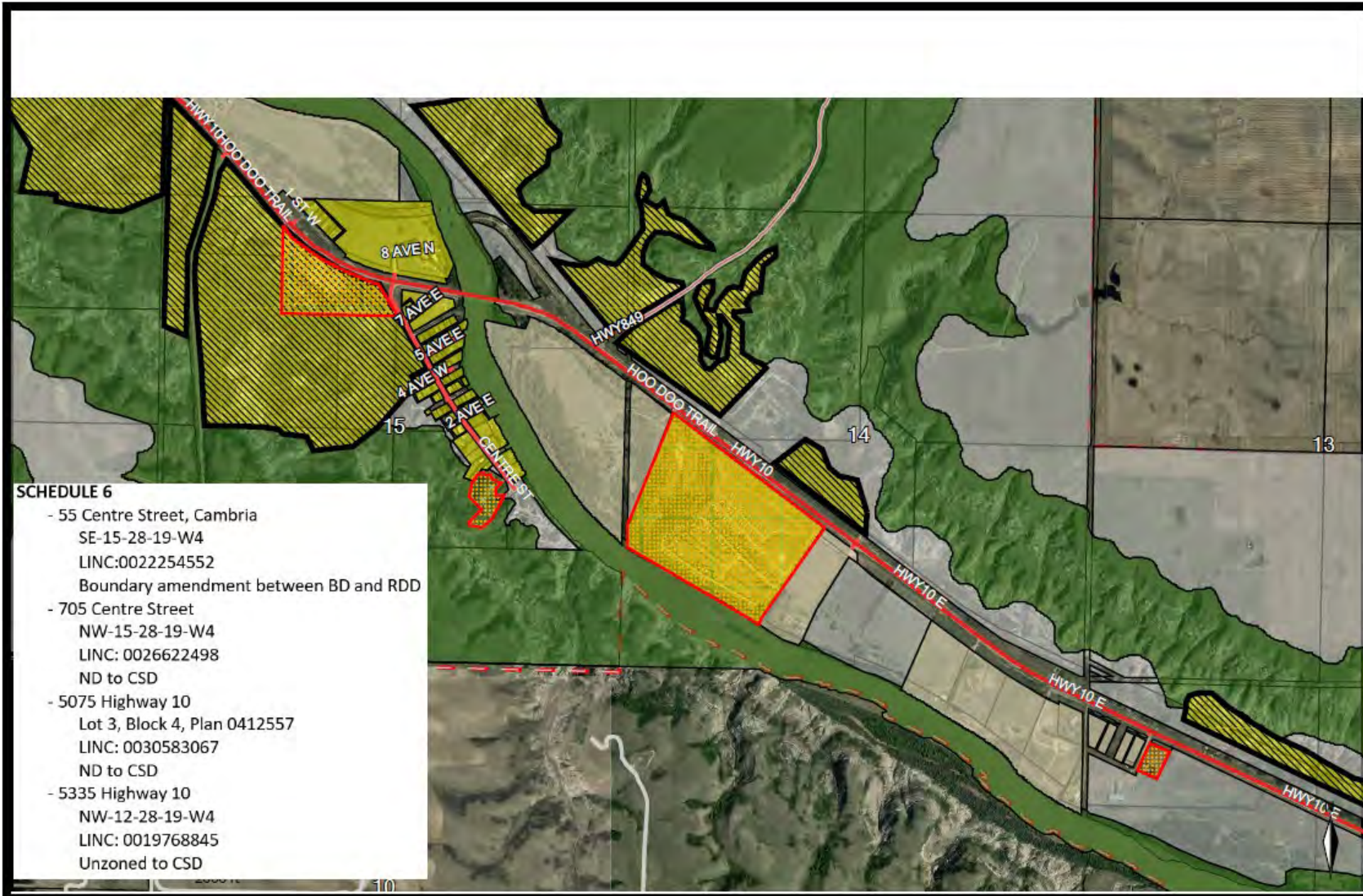
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## REQUEST FOR DECISION

<b>TITLE:</b>	Bylaw 02.23 Supplementary Assessment
<b>DATE:</b>	January 23, 2023
<b>PRESENTED BY:</b>	Mauricio Reyes, CPA, CMA, CAMP Director of Corporate and Community Services
<b>ATTACHMENT:</b>	Appendix 1 – Bylaw 02.23 Supplementary Assessment

**SUMMARY:**

Like other municipalities in Alberta, the Town levies taxes twice a year. The general tax levy is levied in the spring and is based on annual assessments prepared as of December 31 of the previous year. The general tax levy does not consider the portion of properties constructed and completed after December 31 of the previous year.

To account for these properties and ensure fairness and equity amongst all properties, the Town issues a supplementary tax levy each year to account for improvements completed after December 31. This incremental tax only applies to the period from completion to the end of the year.

**RECOMMENDATION:**

That Council give first reading to Bylaw 02.23 – Supplementary Assessment as presented.

**DISCUSSION:**

A municipality may pass a bylaw that allows it to assess improvements added to land after December 31 and collect property taxes on them for a portion of the current year. To do this, the assessor for the municipality must determine the value of the new improvements added since December 31 of the previous year. This assessed value is then placed on the supplementary assessment roll. The supplementary assessment roll is used to produce supplementary assessment notices.

Supplementary assessment notices must be sent to assessed persons before the end of the calendar year. Property taxes based on the supplementary assessment are pro-rated to reflect only the portion of the year the new improvement is completed, occupied, or in operation in the municipality.

The Town has always levied a supplementary tax via a supplementary assessment bylaw. The requirement under the legislation is to approve such a bylaw on an annual basis. Bylaw 02.23 has been prepared for the 2023 tax year and is consistent with the legislative authority provided under the act.

**FINANCIAL IMPACT:**

In recent years, annual supplementary taxes have varied from \$3,300 to \$10,400. In 2023, Administration estimates supplementary taxes to amount between \$5,000 to \$6,000.

**WORKFORCE AND RESOURCES IMPACT:**

N/A

**STRATEGIC POLICY ALIGNMENT:**

Good governance and fiscal sustainability are key requirements for maintaining Town operations.

**COMMUNICATION STRATEGY:**

Once Bylaw 02.23 receives three readings, it will be in effect, and a copy will be uploaded to the Town website at [www.drumheller.ca](http://www.drumheller.ca).

**COUNCIL MOTION:**

**MOTION:**

**Councillor** \_\_\_\_\_

Moves that Council give first reading to Bylaw 02.23 - Supplementary Assessment as presented.

Moves that Council give second reading to Bylaw 02.23 - Supplementary Assessment as presented.

Moves that Council give unanimous consent for third to Bylaw 02.23 - Supplementary Assessment.

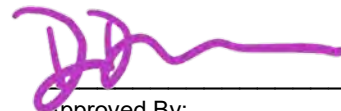
Moves that Council give Third reading to Bylaw 02.23 - Supplementary Assessment as presented.

**Seconded:**

**Councillor** \_\_\_\_\_

*Mauricio Reyes*

Prepared by:  
Mauricio Reyes, CPA, CMA, CAMP  
Director of Corporate & Community Services



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

**TOWN OF DRUMHELLER**  
**BYLAW NUMBER 02.23**  
DEPARTMENT: FINANCE

*Repeals Bylaw 04.22*

BEING A BYLAW TO AUTHORIZE THE SUPPLEMENTARY ASSESSMENT FOR IMPROVEMENTS WITHIN THE TOWN OF DRUMHELLER FOR THE PURPOSE OF IMPOSING A TAX UNDER PART 10 OF THE MUNICIPAL GOVERNMENT ACT FOR THE 2023 TAX YEAR.

**THE COUNCIL OF THE TOWN OF DRUMHELLER, DULY ASSEMBLED ENACTS AS FOLLOWS:**

1. In this Bylaw unless the context otherwise requires:
  - (a) "Act" means the Municipal Government Act;
  - (b) "assessor" means the assessor for the Town of Drumheller;
  - (c) "improvement" means:
    - (i) a structure,
    - (ii) anything attached or secured to a structure, that would be transferred without special mention by a transfer or sale of the structure,
    - (iii) a designated manufactured home, and
    - (iv) machinery and equipment;
  - (d) "linear property" and other words and phrases defined in the Act have the meanings provided in the Act.
  - (e) "Town" means the Town of Drumheller;
2.
  - (a) The assessor is authorized to prepare the supplementary assessments contemplated in Part 9 Division 4 of the Act for the purpose of imposing a tax under Part 10 of the Act for the 2021 tax year.
  - (b) The improvement tax contemplated in Section 2(a) shall be imposed on all improvements.
  - (c) The assessor shall not prepare supplementary assessments for linear property.
3.
  - (a) The assessor shall prepare supplementary assessments for machinery and equipment used in manufacturing and processing if those improvements are completed or begin to operate in the year in which they are to be taxed under Part 10 of the Act.
  - (b) The assessor shall prepare supplementary assessments for other improvements if:

- (i) they are completed in the year in which they are to be taxed under Part 10 of the Act;
  - (ii) they are occupied during all or any part of the year in which they are to be taxed under Part 10 of the Act; or
  - (iii) they are moved into the Town during the year in which they are to be taxed under Part 10 of the Act and they will not be taxed in that year by another municipality.
- (c) A supplementary assessment shall reflect:
- (i) the value of an improvement that has not been previously assessed; or
  - (ii) the increase in value of an improvement since it was last assessed.
- (d) Supplementary assessments shall be prepared in the same manner as assessments are prepared under Division 1 of Part 9 of the Act, but must be pro-rated to reflect only the number of months during which the improvement is complete, occupied, located in the municipality or in operation, including the whole of the first month in which the improvement was completed, was occupied, was moved into the municipality or began to operate.
4. Before the end of the year in which supplementary assessments are prepared, the municipality shall prepare a supplementary assessment roll in accordance with section 315 of the Act.
5. Before the end of the year in which supplementary assessments are prepared, the municipality shall:
- (a) prepare a supplementary assessment notice for every assessed improvement shown on the supplementary assessment roll; and
  - (b) send the supplementary assessment notices to the assessed persons
- in accordance with section 316 of the Act.

#### **TRANSITIONAL**

1. Town of Drumheller Bylaw Number 04.22 is hereby repealed.
2. This Bylaw shall take effect on the day of the final passing thereof.

READ A FIRST TIME ON THE \_\_ DAY OF \_\_ 2023.

READ A SECOND TIME ON THE \_\_ DAY OF \_\_ 2023.

GIVEN UNANIMOUS CONSENT ON THE \_\_ DAY OF \_\_ 2023.

READ A THIRD AND FINAL TIME ON THE \_\_ DAY OF \_\_ 2023.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

draft - 2023 Jan 23



## REQUEST FOR DECISION

<b>TITLE:</b>	Drumheller Resiliency and Flood Mitigation Updated Land Acquisition Policy DRFM-C-01
<b>DATE:</b>	January 23, 2023
<b>PRESENTED BY:</b>	Mark Steffler, P.Eng., DRFMO Technical Advisor
<b>ATTACHMENT:</b>	DRFM Land Acquisition Policy DRFM-C-01

**SUMMARY:**

At the February 22, 2022 Regular Council Meeting, Council approved the Drumheller Resiliency and Flood Mitigation Land Acquisition Policy C-03-22. The Policy provides guidance as to how land is acquired, used, and funded under the Provincial Flood Relocation/Mitigations Buyout Grant program.

**RECOMMENDATION:**

Administration recommends that Council approve the revised Drumheller Resiliency and Flood Mitigation Land Acquisition Policy DRFM-C-01 as presented. This Policy is a revision Policy C-03-22 and will superseded the previous version

**DISCUSSION:**

Since being approved, several amendments and revisions have been identified to clarify intent of the Policy. The revisions include:

New Clause 1.1 – added at request of Province

Clause 8.8 – link Policy Floodway definition with the Land Use Bylaw

Add Clause 8.9 – define the term Grant as it relates to the Provincial Flood Relocation/Mitigations Buyout Grant

Clause 16 – replace “municipal purposes” with “Works” to clarify Lands purchased under the Policy are for Flood Mitigation purposes

Clause 17 (new Clause 22) moved and combined with old Clause 21 (new Clause 23) under new section **Partial Purchase of Lands**.

Clause 19.3 – Where Town and Owner appraiser are unable to reach an agreed negotiated Appraised Value, the Town has the option to get a third independent appraisal. The average of the three appraisals will be used to establish the purchase price.

Clause 23 revised to allow partial land acquisition to be purchased at the greater of the Assessed or Appraised value of land not including improvements. Previous Policy identified Assessed Value only. Also defined that same process will be used for full and partial acquisition in establishing the purchase price.

New section titled **Salvage** added combining old Clause 22 (new Clause 24) and 23 (new Clause 25) to address Owners requests to salvage items as part of the purchase. Clarification added to define what costs are and are not eligible for funding under the Grants.

Added new Clause 28.0 & 29.0 – where structures or appurtenances are sold during public process, the proceeds of the sale are to be deposited back into the Grant account and used for reclamation of the properties.

The changes have been reviewed by Alberta Environment staff. Once adopted by Council the final Policy will be forwarded to the Province for their records.

**FINANCIAL IMPACT:**

In 2018, the Town received a \$20M grant under the Alberta Flood Mitigation Program for the purchase of lands. The Town also received Federal Disaster Mitigation and Adaptation Fund (DMAF) in the amount of \$22M which could also be used for purchase of lands required for the flood mitigation project. To date full property buyouts have been the focus of the program with a total of 22 full buyouts being completed worth total value of \$6.53M. Partial acquisitions are still underway.

**STRATEGIC POLICY ALIGNMENT:**

Town Bylaw 11.21 states that Council’s Vision is *“through a proactive flood-mitigation strategy, we are committed to changing the channel on flood readiness with a sustainable plan to protect Drumheller from future flooding. Together, we will shape the future of our community by protecting our people, our property, our economic growth, our environment and our cultural heritage”*. Adoption of the revised Land Acquisition Policy by Council will allow the necessary lands to be acquired for the Drumheller Resiliency and Flood Mitigation Program to proceed to allow Council’s vision to be attained.

**COMMUNICATION STRATEGY:**

Upon approval, the revised Policy will be posted on both the Town and Flood Program websites.

**MOTION:**

Councilor \_\_\_\_\_ moves that Council adopt Drumheller Resiliency and Flood Mitigation Land Acquisition Policy DRFM C-01 as presented.

**SECONDED:**



Prepared by:  
Mark Steffler, P.Eng.  
Project Technical Advisor

Reviewed By:  
Deighen Blakely, P.Eng.  
DRFMO Project Director



Approved by:  
Darryl E. Drohomerski, C.E.T.  
Chief Administrative Officer

## COUNCIL POLICY

NAME Land Acquisition Policy	POLICY NUMBER DRFM-C-01
DEPARTMENT: Drumheller Resiliency and Flood Mitigation Program	SUPERSEDES: DRFM-C-03-22
DATE APPROVED / MOTION	REVISION DATE

### POLICY STATEMENT

- 1.0 The Town of Drumheller (Town) will ensure a fair and objective process for selecting and acquiring lands that will be required for the implementation of the Resiliency and Flood Mitigation Program (Program).
  - 1.1 **The requirements of the Provincial 18GRSTR41 and Federal Disaster Mitigation and Adaptation Fund (DMAF) Grant Agreements would supersede the requirements of the Council Land Acquisition Policy, in the event of any discrepancy.**

### PURPOSE OF POLICY

- 2.0 This purchase and acquisition of private lands is recognized as a sensitive activity and that confidentiality during the acquisition process is paramount.
- 3.0 This Land Acquisition Policy will:
  - 3.1 Provide a clear basis for selecting which lands to acquire for the Program,
  - 3.2 Provide assurance to Council and to Town administration and to the Public that the purchase process is objective, fair, and equitable,
  - 3.3 Ensure transparency of the acquisition process and decision making while maintaining confidentiality until acquisition transactions are complete,
  - 3.4 Satisfy the expectations and requirements of the Governments of Canada, Alberta, and Town funding programs.

### BACKGROUND

- 4.0 The Town of Drumheller has chosen to make a significant investment to mitigate flooding and adapt to a changing climate and is moving forward to implement this initiative through the Drumheller Resiliency and Flood Mitigation Program (Program).

- 5.0 A major aspect of the Program will be the need to acquire Land for the construction of flood mitigation infrastructure and development of other flood mitigation measures and for the full buy outs of properties at significant risk from flooding, subject to the constraints of the funding programs and available budgets.
- 6.0 The Government of Alberta has agreed to provide funding to the Town under the Flood Relocation/Mitigations Buy-out Grant for the “Purchase of lands, and associated expenditures including remediation and/or reclamation”. Lands acquired under this funding program are to be designated as Environmental Reserve or another “suitable mechanism” as may be approved by the Province.
- 7.0 The Government of Canada has agreed to provide funding to the Town under the Disaster Mitigation and Adaptation Fund Program to undertake measures to mitigate potential damage from future flooding including the acquisition of Land. The costs of land acquired that are directly linked to the development of Natural Infrastructure are eligible expenses. The use of the lands acquired are to be protected by the Town for at least 40 years.

## DEFINITIONS

8.,0 In this Policy:

- 8.1 "Assessed Value" means the value of the Land as set out in the most current year Assessment Roll of the Town as prepared in accordance with the *Municipal Government Act*,
- 8.2 “Adaptive Fill” shall mean placement of fill material to raise existing berms above Design Flood elevations,
- 8.3 “Appraised Value” means the market value of Land and improvements as determined by an Appraiser certified under the Canadian Resident Appraiser (CRA) or Accredited Appraiser Canadian Institute (AACI) at the time of the appraisal,
- 8.4 “Chief Administrative Officer” (CAO) means the Chief Administrative Officer of the Town of Drumheller and or their appointed delegate,
- 8.5 “Design Flood” shall be as specified the most up to date 1:100 yr flood mapping as published by Alberta Environment Flood Hazard Mapping,
- 8.6 “Environmental Reserve” shall be natural areas as defined in the Alberta Municipal Government Act R.S.A 2000,
- 8.7 “Flood Mitigation Works (Works), means dikes, berms, retaining walls, erosion protection, overland drainage courses, storm water outfalls, control structures and associated appurtenances to protect Town against Design Flood,
- 8.8 **“Floodway” means the portion of the flood hazard area as defined in the Town Land Use Bylaw where flows are deepest, fastest, and most destructive.**

The floodway typically includes the main channel of a stream and a portion of the adjacent overbank area as defined under Alberta Environment Flood Hazard Mapping,

- 8.9 "Grant" refers to the Flood Relocation/Mitigations Buy-out Grant (Agreement #18GRSTR41) between the Alberta Government and Town dated December 5, 2019. "Owner" means the owner or owners of a parcel or parcels of land under a single title or titles that are to be acquired under this Policy,
- 8.11 "Land" means a portion or entire parcel of privately owned land and improvements, under a single title,
- 8.12 "River" means the Red Deer River, Rosebud River, Michichi Creek or Willow Creek, and
- 8.13 "Town" means the Town of Drumheller.

#### **IDENTIFYING LANDS TO BE ACQUIRED AND ESTABLISHING THE PRIORITY OF ACQUISITION**

- 9.0 To mitigate the potential for damage from future flood events and prepare the community to respond to future flood emergencies, the Town will acquire land:
  - 9.1 for construction of Works,
  - 9.2 to increase the conveyance capacity of the River by providing additional floodway area, by removal of impediments to flow and improvements in channel flow,
  - 9.3 to remove occupants and structures within the Floodway that are at high risk from flooding and/or risk to public safety, and
  - 9.4 for the retention and development of Natural Areas, Environmental Reserves or other uses as approved by approval authorities.
- 10.0 The required Land will be acquired to accommodate the following:
  - 10.1 enhancement of existing berms to Design Flood Levels,
  - 10.2 construction of new Works to accommodate Design Flood Levels,
  - 10.3 realignment of existing River or drainage course, and
  - 10.4 access for purpose of construction and/or maintenance of Works.

#### **SELECTION OF LAND**

- 11.0 The Land to be acquired under Section 9.0 will be chosen in concert with decisions on the various infrastructure projects to be undertaken and will be selected based on funding availability and an assessment of relative risk which will consider the factors of Life, Land, Environment and Economy with considerations of public need, for life,

and safety being the highest.

12.0 Land required under this Policy will be acquired on the following criteria:

12.1 Full buy out where Land is located within Floodway with considerable risk of damage to structures and Life, subject to funding agreements and available funding,

12.2 Full buy out where deemed appropriate by CAO to facilitate construction of the Works identified under Section 6.0 considering factors such as:

- i. distance from Works to Principal or Accessory Buildings is less than setbacks identified in the Land Use Bylaw,
- ii. top of berm height is greater than 3.0m higher than existing ground at level of Principal or Accessory Building closest to Works,
- iii. area required to construct Works is greater than 50% the size of any given subject Land,

12.3 Partial or portion of Land required to construct Works identified under Section 11

#### **PROCESS FOR THE PURCHASE OF LANDS**

13.0 The Town will engage an independent land services contractor to:

13.1 undertake initial contact with Owners,

13.2 coordinate Appraisal,

13.3 conduct negotiations, and

13.4 secure signed purchase agreements.

14.0 The Town will be the purchaser and Owner of all Lands acquired under this Policy.

15.0 The Town shall retain the services of a Solicitor responsible to the Town for the safe and secure conveyance of all Lands acquired pursuant to this Policy

16.0 Land intended for the **Works** will be subsequently conveyed to the Town as Environmental Reserve or, as may be approved by the Government of Alberta, in a form appropriate to the use of the land including:

16.1 Public Utility Lots,

16.2 Rights of way.

## SETTING THE PURCHASE PRICE AND COMPENSATION

- 17.0 **The funding agreements of the Governments of Canada and Alberta require that Land be purchased at the higher of the Appraised or Assessed Value.**
- 18.0 Where Land is to be purchased under Full Buy Out, the Town will engage an independent Appraiser to establish the Appraised Value for each Land.
- 19.0 Where Owner does not agree with Town's Appraised Value, they may hire their own appraiser at the Owners cost to establish a second Appraised Value of the Land. The final Appraised Value will be determined as follows:
- 19.1 Where the second Appraised Value is less than the Town's Appraised Value the Town's Appraised Value shall be used,
- 19.2 Where the second Appraised Value is no more than 5% higher than the Town's Appraised Value the average between the two shall be used,
- 19.3 Where the second Appraised Value is greater than 5% of the Town's Appraised Value, the two Appraisers will negotiate an agreed upon Appraised Value or third-party Appraiser may be engaged. The average of the three Appraisals shall be the final Appraised Value.
- 20.0 Where a purchase price cannot be agreed to between the Owner and Town, the Town will undertake expropriation pursuant to the Province of Alberta Expropriation Act.
- 21.0 Under the terms of the Government of Alberta or Government of Canada Grants, the agreed purchase price, legal fees, site remediation, and additional cost associated with or arising from expropriation proceedings deemed eligible by the Province, will be eligible expenses under these Agreements. Additional compensation beyond the Agreed Purchase Price and/or acquiring working easements is the responsibility of the Town.

## PARTIAL PURCHASE LANDS

- 22.0 Where only a portion of a Land is intended for the Works, the portion of Land containing the Works may be subdivided and the balance of the Lands may be sold, disposed or used by the Town as it sees fit. Lands containing the Works shall be rezoned as per Clause 16. The proportional purchase price and cleanup of the portion of Land containing the Works will be eligible for reimbursement under the Grant.
- Cost associated with resale, relocation of structures, and/or cleanup on the balance of Lands will be borne by the Town and are not eligible for funding under the Grant.
- 23.0 **Where Portion of Land is to be purchased the Land will be purchased at the greater of the most current year Land-only Assessed Value or Land-only Appraised Value, on a dollar per square foot (\$/ft<sup>2</sup>) basis. The Portion or area of land will be as defined by latest engineering design drawings for the Works.**

The process identified in Clause 19 shall be followed in establishing the final value of the Land.

### **SALVAGE**

- 24.0 Other conditions of sale or particular arrangements (i.e. removal structures, fence removal/replacement) may be considered, and included in the sales agreement terms as mutually agreed to by the Owner and the Town, provided they do not alter in any appreciable way the agreed to purchase price given to the Owner.
- 25.0 Requests from Owners for the right of salvage from the Properties will be addressed on a case-by-case basis and the value of the salvage as determined by Appraiser, may be deducted from the Purchase Price. Where Town agrees that Owner may salvage structures or appurtenances, and the agreed purchase price may be reduced up to 25%.
- 26.0 Where Town agrees that Owner may move the existing residence, the agreed purchase price will be reduced to 75%.
- 27.0 Costs associated with salvage and/or moving the residence is at the Owner's expense and is not eligible for funding under the grant.

### **SALE OF LAND ASSETS**

- 28.0 The Town may choose to sell assets on Lands purchased through this Policy. All assets are to be advertised and sold publicly.
- 29.0 All funds received through sale of assets shall be deposited into the Grant account fund and used toward remediation of the Lands.

### **PURCHASE OF LANDS FOR EXPEDIENCY**

- 30.0 The CAO may authorize the Town to acquire a Land in advance of finalization of all properties to be acquired if listed for sale or offered for sale at a price that is likely to be fair market value, as demonstrated by a qualified appraiser.

### **REPORTING TO THE GOVERNMENTS OF CANADA AND ALBERTA**

- 31.0 The CAO will fulfill the interim and final reporting requirements set out in the funding agreements with the Government of Canada and Alberta.
- 32.0 As part of the interim reporting and once the purchase transactions are completed, the CAO will forward to the Governments of Canada and Alberta a list of those Properties acquired under this Policy the cost of which the Town expects will be eligible under the respective funding agreements.



**TRANSITIONS**

33.0 This policy repeals and replaces DRFM Land Acquisition Policy DRFM 03-22 and comes into effect on the day it is adopted by Council.

\_\_\_\_\_  
MAYOR

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CHIEF ADMINISTRATIVE OFFICER

REVISIONS C-03-22 (2022 March) DRFM -02-20
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draft - 2023 Jan 23

## BRIEFING NOTE

<b>DATE:</b>	January 23, 2023
<b>TITLE:</b>	Beautification, Parks, and Landscaping 2023
<b>DEPARTMENT:</b>	Infrastructure Services
<b>PRESENTED BY:</b>	Dave Brett, P.Eng., PMP., Director of Infrastructure Services
<b>ATTACHMENT:</b>	N/A

### SUMMARY

Infrastructure Services is providing this briefing note to Council as an update on strategies for 2023 Landscaping and Parks projects. Key priorities include improved aesthetics, increased safety, and reduction of maintenance requirements for Town properties, facilities, and tourism corridors. Administration has reviewed Councils comments from the December distribution and updated the plans accordingly.

#### 1) Staffing

In the Operations group of Infrastructure Services, the Parks work team has been expanded to include one Equipment Operator and one Gardener/Arborist as permanent, full-time staff. The Equipment Operator position has been filled and the Gardener/Arborist job description is being finalized.

#### 2) Operations Work Plan

- a. The Parks work team will have responsibility for maintenance of the greenspaces and planting beds. Work will be broken down as follows:
  - i. Equipment Operator – lead grass cutting program and mentor summer students assigned to it.
  - ii. Gardener – take responsibility for downtown planting beds, north and south entrances, and Rotary Park, working with a summer student as an assistant.
  - iii. Parks Lead – oversee the above crew plus oversight of contracted weed control spraying, tree pruning and repairs to irrigation systems.
- b. Work Prioritization
  - i. All planting beds and park spaces must be ready for May long weekend.
  - ii. Ongoing
    1. Rotary Park
    2. Arena and Curling Rink
    3. North and South Entrances
    4. BCF
    5. Townhall
- c. Weed Control and Reduction
  - i. All planting beds will be arranged to minimize weed and volunteer plant growth.
  - ii. Currently only one staff member is certified for weedicide application, additional staff will be trained for this certification.
  - iii. To provide coverage until internal staffing is sufficient, contracted services will be retained to provide weed control spraying on a set cycle on sidewalks and medians.

- d. Tree Maintenance (Pruning and Removal)
    - i. The tree maintenance budget has been increased in the 2022 and 2023 Operating Budget from the historical values. Given the backlog of tree pruning and maintenance Administration is still catching up. Administrations priorities are:
      - 1. Safety hazards (falling or driver sight lines)
      - 2. Diseased trees
      - 3. Riverside Park
      - 4. Centennial Park
    - ii. This work is contracted out and is being overseen by the Operations Manager and Parks Lead.
- 3) Redevelopment of Downtown Planting Beds and Greenspace
- a) General principle
    - i. Planting beds will be updated to reduce the number of plants to minimize clutter, ease maintenance and watering needs, and discourage weed growth.
    - ii. Surfaces, shapes, and ground cover will be selected for ease of summer and winter maintenance activities.
    - iii. Unhealthy and dead plants will be removed and replaced with healthy ones.
  - b) Rotary Park
    - i. Removal of shrub bed near the Aquaplex waterslide. Install fencing to mask the gas pipes at the Aquaplex and create an inviting seating area in front of the Aquaplex entrance, including the flower statues.
    - ii. Remove existing fencing along 1<sup>st</sup> Ave W and install a more appealing style of wrought iron fence, attempt to match material and style all in areas. Ensure that the fence extends the full length of the sidewalk. Widen sidewalk for easier maintenance and improved safety.
    - iii. Develop shade area and pad for Rotary skate rink, work with potential sponsors for these. Will need to be coordinated with ATCO Electric due to lease arrangement.
  - c) Cenotaph
    - i. Install concrete curb to define planting areas.
    - ii. Thorough clean-up of planting beds, creating clear sightlines for drivers.
    - iii. Additional information needed from Legion regarding proposed monument for finalization.
  - d) Arena and Curling Club Beds
    - i. Thorough clean-up of planting beds, creating clear sightlines for drivers and pedestrians.
  - e) Town Hall
    - i. Reduce amount of vegetation present.
    - ii. Removal of central section of vegetation and replace with exposed aggregate concrete slab, bench and plants located behind the twin flag poles.

### **TREE REMOVAL – Due to Construction activities**

Strategy is being developed to determine storage areas and usage of trees that are removed from Town property. Intention is that the Town will develop a stockpile of material for carving activities, firewood usage (Festival of Lights, other events and support the Penitentiary) with the remainder being converted into mulch for use by DDSWMA, the Town and the Public.