



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

**AGENDA**

TIME & DATE: 4:30 PM – Tuesday September 5, 2023

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

---

1. CALL TO ORDER

2. OPENING COMMENTS

Introduction of Rick Ladouceur

Swearing In Deputy Mayor - Councillor Tom Zariski - September and October

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for September 5, 2023 Regular Meeting

**Proposed Motion:** That Council adopt the agenda for the September 5, 2023 Regular Council meeting as presented.

5. MEETING MINUTES

5.1 Minutes for August 28, 2023 Regular Council as presented.

[Regular Council Meeting – August 28, 2023 - Minutes](#)

**Proposed Motion:** Move that Council approve the minutes for the August 28, 2023, Regular Council meeting as presented.

6. COUNCIL BOARDS AND COMMITTEES

6.1 Board and Committee Minutes

Drumheller and District Seniors Foundation – June 2023

[Minutes](#)

**Proposed Motion:** Move that Council, approve for information, the Drumheller and District Seniors Foundation June 2023 Minutes as presented.

7. PUBLIC HEARINGS TO COMMENCE AT 5:30 PM

7.1 Proposed Business Licence Bylaw 06.23

[Link to RFD + Proposed Business Licence Bylaw 06.23](#)

1. Mayor Opens the Public Hearing and Introduces the Matter
2. Presentation of Information – Manager of Economic Development  
[Briefing Note - Short Term Rental Public Feedback](#)  
[Short Term Rental Survey Results](#)

3. Rules of Conduct for Public Participation

All the material related to Public Hearing will be documented and taken into consideration.

4. Public Participation - Registered to Present Remotely
5. Public Participation – Pre - Registered to Present In Person
6. Public Participation - Written Submissions  
[Travel Drumheller](#)
7. Final Comments
8. Mayor to Call for Public Hearing to Close.

8. REPORTS FROM ADMINISTRATION

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

8.1 Chief Administrative Officer

8.1.1 Request for Decision: Proposed East Coulee Trestle Bridge Area Structure Plan Repeal Bylaw 09.23

[RFD + Bylaw 13.01](#)  
[Proposed Bylaw 09.23](#)

**Proposed Motion:** Move that Council give first reading for Area Structure Plan Repeal Bylaw 09.23 as presented and set a Public Hearing for Monday September 18<sup>th</sup>, 2023 at 5:30pm.

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

EMERGENCY AND PROTECTIVE SERVICES

INFRASTRUCTURE DEPARTMENT

8.2 Acting Director of Infrastructure

8.2.1 Briefing Note: Aquaplex Repairs Update

[Briefing Note](#)

9. CLOSED SESSION

9.1 Third Party Contract and Development and Policy

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

FOIP 21 – Disclosure harmful to intergovernmental relations

FOIP 24 – Advice from Officials

**Proposed Motion:**

That Council close the meeting to the public to discuss third-party contracts and development as per FOIP 16 – Disclosure harmful to business interests of a third party, FOIP 21 – Disclosure harmful to intergovernmental relations, FOIP 24 – Advice from Officials

10. ADJOURNMENT

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



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

**MINUTES**

TIME & DATE: 4:30 PM – Monday August 28, 2023

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

---

**IN ATTENDANCE**

Mayor Heather Colberg

Councillor Patrick Kolafa

Councillor Stephanie Price

Councillor Tony Lacher

Councillor Crystal Sereda

Councillor Lisa Hansen-Zacharuk

Councillor Tom Zariski

Chief Administrative Officer: Darryl Drohomerski

Director of Corporate and Community Services: Vacant

Acting Director of Infrastructure: Kelcie Wilson

Director of Emergency and Protective Services: Greg Peters

Flood Mitigation Project Manager: Deighen Blakely

Communication Officer: Brett Crowle

Legislative Services: Denise Lines

Reality Bytes IT: David Vidal

Recording Secretary: Mitchell Visser

---

1. CALL TO ORDER

The Mayor called the meeting to order at 4:31 PM.

2. OPENING COMMENTS

2023 Stuff the Bus Food Drive, Freson Brothers Parking Lot - Thursday, August 31<sup>st</sup>, 10:00 AM – 3:00 PM.

Congratulations to the 2<sup>nd</sup> Annual Drumheller Valley Cricket Tournament, which took place at the New Castle Ball Diamond the weekend of August 25 – August 27, 2023.

Regular Council Meeting of September 11, 2023 will be Closed to the public in order to facilitate a Parks and Recreation Strategy Meeting.

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for August 28, 2023, Regular Council Meeting

D. Drohomerski requested that 6.4.1 be removed from the Agenda and be added to the Agenda for the Regular Council Meeting for September 5<sup>th</sup> 2023

M2023.210 Moved by Councillor Hansen-Zacharuk, Councillor Price that Council adopt the agenda for the August 28, 2023, Regular Council Meeting, as amended.

CARRIED UNANIMOUSLY

5. MEETING MINUTES

5.1 Minutes for August 14, 2023 Regular Council as presented.

Agenda attachment: Regular Council Meeting – August 14, 2023 – Minutes.

T. Lacher noted that M2023.205 was incomplete and requested that the minutes be amended to correct this motion

M2023.211 Moved by Councillor Kolafa, Councillor Price that Council approve the minutes for the August 14, 2023 Regular Council meeting, as amended

CARRIED UNANIMOUSLY

COUNCIL BOARDS AND COMMITTEES

DELEGATION

6 REPORTS FROM ADMINISTRATION

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

6.1 Chief Administrative Officer  
Timestamp: [4:23](#)

6.1.1 Request for Decision: Proposed Rosedale District Land Conversion to Environmental Reserve Bylaw 07.23

Agenda attachment: Request for Decision; Proposed Bylaw 07.23

M2023.212 Moved by Councillor Sereda, Councillor Kolafa That Council gives first reading to Rosedale District Land Conversion to Environmental Reserve Bylaw 07.23 as presented.

CARRIED UNANIMOUSLY

M2023.213 Moved by Councilor Zariski, Councillor Kolafa  
That Council gives second reading to Rosedale District Land Conversion to Environmental Reserve Bylaw 07.23 as presented.

CARRIED UNANIMOUSLY

M2023.214 Moved by Councillor Kolafa, Councillor Price  
That Council give unanimous consent for third reading to Rosedale District Land Conversion to Environmental Reserve Bylaw 07.23

CARRIED UNANIMOUSLY

M2023.215 Moved by Councillor Lacher, Councillor Hansen-Zacharuk  
That Council gives third reading to Rosedale District Land Conversion to Environmental Reserve Bylaw 07.23 as presented.

CARRIED UNANIMOUSLY

6.1.2 Request for Decision: Proposed West Rosedale Land Conversion to Environmental Reserve Bylaw 08.23

Agenda attachment: Request for Decision; Proposed Bylaw 08.23

M2023.216 Moved by Councillor Hansen-Zacharuk, Councilor Zariski  
That Council gives first reading to West Rosedale Land Conversion to Environmental Reserve Bylaw 08.23 as presented.

CARRIED UNANIMOUSLY

M2023.217 Moved by Councillor Price, Councillor Lacher  
That Council gives second reading to West Rosedale Land Conversion to Environmental Reserve Bylaw 08.23 as presented.

CARRIED UNANIMOUSLY

M2023.218 Moved by Councilor Zariski, Councillor Sereda  
That Council give unanimous consent for third reading to West Rosedale Land Conversion to Environmental Reserve Bylaw 08.23.

CARRIED UNANIMOUSLY

M2023.219 Moved by Councillor Kolafa, Councillor Sereda  
That Council gives third reading to West Rosedale Land Conversion to Environmental Reserve Bylaw 08.23 as presented.

CARRIED UNANIMOUSLY

6.1.3 Request for Decision: Proposed Midland Road Closure Bylaw 13.22 – Second and Third Reading

Agenda attachment: Request for Decision; Proposed Bylaw 13.22

M2023.220 Moved by Councillor Sereda, Councillor Hansen-Zacharuk that Council give second reading to Midland Road Closure Bylaw 13.22 as presented.

CARRIED UNANIMOUSLY

M2023.221 Moved by Councilor Zariski, Councillor Kolafa that Council give third reading to Midland Road Closure Bylaw 13.22 as presented.

CARRIED UNANIMOUSLY

6.1.4 Request for Decision: Municipal Tax Forgiveness Request – 200 Railway Avenue East; Lot 4, Block 10, 2691BC  
Timestamp: [17:58](#)

Agenda attachment: Request for Decision

M2023.222 Moved by Councillor Hansen-Zacharuk, Councillor Price that Council waive the municipal portion of property taxes for the destructed improvements at 200 Railway Avenue East; Lot 4, Block 10, 2691BC for the period May 1, 2023, to December 31, 2023.

CARRIED UNANIMOUSLY

6.2 Flood Mitigation Project Manager  
Timestamp: [28:54](#)

6.2.1 Request for Decision: Centennial Park Tree Removal

Agenda attachment: Request for Decision

M2023.223 Moved by Councillor Hansen-Zacharuk, Councillor Lacher that twenty-three (23) at-risk poplar trees in Centennial Park be removed at a cost of \$18,000 and delegate authority to Administration for additional tree removal, as required.

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

EMERGENCY AND PROTECTIVE SERVICES

6.3 RCMP Staff / Sgt Robert Harms  
Timestamp: [39:58](#)

6.3.1 Royal Canadian Mounted Police (RCMP) Report

Staff/Sgt Harms introduced two new members of the detachment, gave an update on the Drumheller Policing Priorities including crime reduction activities, public engagement, drug enforcement operations, and enhanced road safety. The Staff/Sgt also made a request to Council for use of the Town Logo in branding RCMP vehicles.

Agenda attachment: Report

6.4 Director of Emergency and Protective Services

INFRASTRUCTURE DEPARTMENT

6.5 Acting Director of Infrastructure

6.5.1 Update: Aquaplex Repairs and Timeline

Investigation is complete. The Consulting firm will provide the contractor with information for the repairs. There is an anticipated completion date of the last week of September. The outdoor pool will remain open as long as the weather allows.

Timestamp: [1:27:48](#)

CLOSED SESSION

7. ADJOURNMENT

M2023.224 Moved by Councillor Hansen-Zacharuk, Councillor Kolafa  
That Council adjourn the meeting.

CARRIED UNANIMOUSLY

The meeting as adjourned at 6:00 PM.

---

MAYOR

---

CHIEF ADMINISTRATIVE OFFICER



**DRUMHELLER AND DISTRICT SENIORS' FOUNDATION**

**REGULAR BOARD MEETING JUNE 29, 2023**

**PRESENT:** TOM ZARISKI, DAVID SISLEY , MARY TAYLOR, BOB SARGENT , M'LISS EDWARDS, MELANIE GRAFF, GLENDA YOUNGBERG  
**Guests:** Mayor Colberg, Town of Drumheller; Reeve Wannstrom, Starland County

**1.0 CALL TO ORDER**

Meeting called to order at 3:05PM by Tom Zariski.

**2.0 APPROVAL OF AGENDA**

**Motion by David Sisley to approve the amended agenda.  
Seconded by M'Liss Edwards**

CARRIED

**3.0 MINUTES**

**3.01 Motion Bob Sargent to approve the minutes for May 18, 2023 , Regular meeting.**

**Seconded by Mary Taylor**

CARRIED

**4.0 REPORTS**

**4.01 Administrator Report on file.**

**4.02 Financial Reports**

**Motion by Mary Taylor to accept the financial reports for May 2023  
Seconded by Bob Sargent**

CARRIED

**5.0 CORRESPONDENCE**

**5.01** Land transfer documents distributed to Council. This is for the portion of land from the old hospital site transferred to DDSF. The purpose of the transfer was to straighten out the property line between DDSF property and the Town of Drumheller property (old hospital site).

**6.0 UNFINISHED BUSINESS**

**6.01 Motion by Bob Sargent to RESCIND** Email April 13, 2023: Motion by David Sisley to borrow \$800,000 to build the pedway between Hillview and Sunshine Lodges, pending approval from the Municipalities of Delia, Morrin, Munson, Drumheller, Starland County as well as from the Minister of Seniors Community and Social Services, Jeremy Nixon.

**Seconded by Mary Taylor**

**Seconded by M'Liss Edward**

CARRIED

*Note: April 13, 2023, motion rescinded due to lack of support from Municipal partners to borrow the money for the pedway/bridge.*

**6.02** Board agreed that they would visit each Municipality starting September. To discuss DDSF strategic plan and the 2024 Budget. Dates to be discussed at the August Board meeting.

**7.0 NEW BUSINESS**

7.01 Discussion regarding returning the grant money for the SL4. The Board agreed that DDSF will need a letter from the Government of AB asking DDSF to return the grant money slated for the SL4 construction. Glenda to send email re the above.

7.02 **Motion by David Sisley to approve the 2024 Lodge Budget as presented. Seconded by Bob Sargent**

**Passed Unanimous**

**Village of Munson withheld their vote.**

7.03 Union negotiations completed. A 3% wage increase was agreed to for the next 3 years, 2023,2024, 2025. The Union will hold a meeting on July 4, 2023, to discuss and vote on the new contract. If the Union ratifies the contract, then DDSF will also sign off on the new contract. The board agreed to accept the Union collective agreement.  
Negotiations went smoothly, with help from the Ahrens Group.

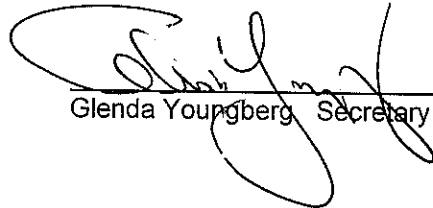
7.04 Grand Opening 500 Wing July 14, 2023. Presentations will be held in the parking lot on the south side of the new wing. Ribbon cutting will be on the new east entrance of the 500 wing.

8.0 **Motion by M'Liss Edwards to adjourn. Seconded by Mary Taylor**

CARRIED

**NEXT MEETING August 24, 2023 (if required)**

  
\_\_\_\_\_  
Tom Zariski Chairman

  
\_\_\_\_\_  
Glenda Youngberg Secretary

### Briefing Note

<b>TITLE:</b>	Business License Bylaw
<b>DATE:</b>	September 5, 2023
<b>PRESENTED BY:</b>	Reg Johnson, Manager of Economic Development
<b>ATTACHMENTS:</b>	Business License Bylaw 06.23, Short-Term Rental Survey Results

#### **SUMMARY:**

On July 10, 2023, Council directed Economic Development to seek public feedback on the 1<sup>st</sup> reading of Business License Bylaw 06.23 and bring back any suggestions for improvement to Council.

Economic Development encouraged residents to ask questions and provide feedback on Short-Term Rentals and of Business License Bylaw 06.23 using the following methods:

- Advertising in the Drumheller Mail – August 16<sup>th</sup> and August 23<sup>rd</sup>, 2023
- Hosting two (2) Open Houses – both on August 23, 2023
- Issuing a Media Release – August 15, 2023
- Creating a short survey – August 17, 2023, and
- Hosting advertisements on our social media accounts - August 15, 2023 – September 5<sup>th</sup>, 2023

Economic Development also received feedback from the Economic Development Advisory Committee (EDAC) at the regular meeting and from Travel Drumheller via a letter attached in the Agenda Package.

#### OPEN HOUSE

Fifteen (15) residents attended the Open House on August 23, 2023. Nine (9) residents attended the afternoon session between 10:00 AM and 2:00 PM and six (6) residents attended the evening session between 4:00 PM and 7:00 PM.

Of the fifteen (15) participants, four (4) were STR owners, two (2) were thinking of becoming STR owners, two (2) were living next to STRs and the remaining seven (7) had a general interest. Only one (1) of the participants were explicitly opposed to the regulations, although this perspective was softened after discussing the initiative with Economic Development staff.

The Economic Development team received the following written statements from participants:

- *“STR guests are not contributing to the community”*
- *“STRs should be regulated to the same standards as other accommodation providers”*
- *“I have concerns about the impact (of STRs) on the affordability and availability of Long-Term rentals for residents”*

Overall, participants had more questions than feedback, but almost all agreed that *some* regulation of Short-Term Rentals was necessary. Participants seemed to appreciate the more

limited approach compared to previous iterations of proposed regulations by the Town of Drumheller.

### SURVEY

We received a total of ten (10) responses from our short survey. The survey was offered to residents on the STR landing page on the Town website and in person at the Open House, August 23, 2023. The following responses were gathered from the Survey:

- 60% of the residents supported the regulation of the STRs
- 40% believe that STRs *are* beneficial to the community, 50% believe they are *not* beneficial and 10% did not have a strong opinion either way
- 50% believe that the current version is a good start to regulating STRs.

### SOCIALS

The Social Media Campaign consisted on organic social only and did not use consist of any paid advertisements. Our Social Media Campaign had a total reach of 1,286 accounts and received a total of 23 engagements and reactions.

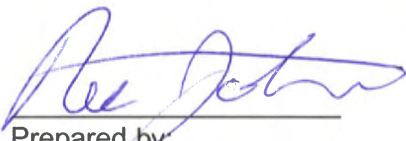
### CONCLUSION

Economic Development received a mix of both positive and negative responses to the proposed regulation. Based on the feedback received, Economic Development believes that the Business License Bylaw 06.23 in its current form provides a good first step to regulating STRs by allowing for the registration and monitoring of STRs without significant overreach on the part of the municipality.

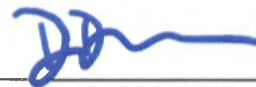
One recommendation Economic Development would like to investigate implementing is an STR complaint form. This online complaint form would allow guests to report STRs that are not complying with Town Bylaws. This could lead to enforcement if multiple complaints are received.

### **COMMUNICATION STRATEGY:**

Economic Development intends to collaborate with Travel Drumheller to develop the *Good Host Guide* for accommodation hosts.



Prepared by:  
Reg Johnston  
Manager of Economic Development



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

## Short Term Rental Survey

Timestamp	Do you support the regulation of Short-Term Rentals?	Do you think that Short-Term Rentals are beneficial to the community?	Do you think this new version of the Business License Bylaw is a good start?	Are there any changes that you would like to see on upcoming drafts?
2023/08/21 10:04:35 AM CST	No	Yes	No	
2023/08/21 11:42:54 AM CST	Yes	No	Yes	
2023/08/21 12:49:52 PM CST	No	No	No	
2023/08/21 3:18:41 PM CST	Yes	Yes	Good Start, needs some work	Increased taxes for home owned by non residents or companies. Maybe they should either have higher tax assessment or mandated to contribute to the DMF.
2023/08/21 5:00:26 PM CST	Yes	Yes	Yes	Perhaps a tourism levy if the short term rentals are for tourists to help the town obtain funds.
2023/08/21 9:45:58 PM CST	No	Yes	No	Nonchanges
2023/08/22 3:32:11 PM CST	Yes!	I recognize that the increase of short-term rentals has impacted the already tight rental market in Drumheller. However, I am not opposed to people earning money from short-term rentals in our tourism focused economy.	I think it is a fair balance of safety and accountability which still allows STR to operate freely. Other cities also impose a tax on STR, which I would also support.	Nothing under the STR section. Under the fire code section, I would suggest citing "the most recent version of the Alberta fire code" to prevent having to update it if the 2019 code is updated.
2023/08/23 9:50:45 AM CST	no	no, I don't know my neighbours	does not reduce number of them enough	something that helps with parking
8-30-2023 13:10:26	Yes, it is essential.	No, it really only helps already wealthy landowners drive up rental prices. there are essentially no rentals available to locals as it is and therefore very little incentive to stay.	Not really - 'regulation' defined as registering short term rentals does nothing to limit the airbnb market here; registration defined as limiting short term rentals would be the obvious and needed plan of action.	Limit of 1 airbnb rental property per household. Multiple realtors in town own 4+ airbnb properties each.
August 23,2023 (Public Hearing)	Yes	they take up potential rental units for residents; there is already low rental availability	Think its fulsome without being overbearing/overreaching	[regulate] Through licensing like other accomodation/hotels, etc. and monitoring

Yes	60%	40%	50%
No	40%	50%	50%
Neither	0%	10%	0%



August 29 ,2023

Town of Drumheller  
Attn: Mayor Colberg & Council  
224 Centre Street, Drumheller, Alberta T0J 0Y4

**Re: Short Term Rental Business Licence Bylaw**

Dear Mayor Colberg & Council,

Following the first reading of the Business License Bylaw on July 10th, Travel Drumheller would like to give their feedback on the proposed Bylaw.

The Board would like to express their thanks for the hard work by administration in creating this bylaw. We appreciate it is an issue challenging many destinations across the country.

Travel Drumheller appreciates that short term rentals are an important part of the visitor economy of Drumheller however we want to ensure that visitors are safe and have a great experience when they are here in our region. In addition, the Drumheller Destination Development Plan states that community is a vital pillar of our development plans and with the current housing crisis managing short term rentals is a vital piece of future development.

The Board liked the idea of creating a good host guide; we would be happy to help develop this guide and to help promote it.

There was one area the Board was unclear about and this is the inclusion of overlapping bookings. This is not allowed by companies such as Air BnB and we were unsure how would this be enforced.

The Board would like to propose a series of recommendations to be included in the bylaw. These are:

1. That the Town of Drumheller partner with Travel Drumheller to work with short-term rental companies such as Air BnB and VRBO, bookings.com and more to investigate collecting a Destination Marketing Fee directly through their booking system. This has been implemented by Air BnB in municipalities in BC and Ontario, as can be seen in Appendix A.
2. Introduce limits on the number of short-term rentals owned by non residents.
3. We would encourage a higher level of safety inspection and ensuring all rentals meet current safety standards as part of the licencing process.
4. The Board felt the recommended licence fee was extremely low. The residential business licence is currently \$245 this licence fee should at least at the same level. We would recommend an even higher rate of \$500 annually with part of the funds collected used to fund destination development and safety inspections.



5. Is it possible to differentiate between companies who own multiple properties and people who rent out a room in their basement?
6. We would suggest investigating ways to cap short term rental permits approved per year. The Board in their discussions on the bylaw raised significant concerns about the impact on affordable housing for residents and seasonal staff from the number of short-term rentals in the Drumheller Valley.

Once again thank you for the work so far.

We look forward to working with the Town of Drumheller to create a bylaw which helps our community thrive and offers visitors a safe wonderful experience in the Drumheller region.

Sincerely,

Travel Drumheller  
*Board of Directors*

cc: Darryl Drohomerski  
Reg Johnston

Attached  
Appendix 1 Air BnB tax collection and remittance in Canada



## Appendix 1

### Tax collection and remittance by Airbnb in Canada

#### Country of Canada

Guests who book Airbnb listings that are located in the country of Canada will pay the following taxes as part of their reservation:

- Goods and Services Tax (GST), Harmonized Sales Tax (HST), and/or Quebec Sales Tax (QST): 5–15% of the listing price including any cleaning fees for stays 30 nights and shorter. If you only host stays for longer than one month, taxes will not be charged on the accommodation. Guest fees are also subject to the 5–15% GST, HST and/or QST. For detailed information, please visit the [Government of Canada website](#).
- Airbnb is registered with the Canada Revenue Agency under business number 723689006 RT000100. Guests who need a tax registration number for the purposes of claiming a credit for their reservations (such as the Ontario Staycation Tax Credit) may use this number.

Hosts with Airbnb listings who aren't registered won't have any obligation to collect and remit the GST, HST, and/or QST on their accommodation themselves. The National law will require Airbnb to collect and remit these taxes on their behalf.

Hosts with Airbnb listings who are registered for GST, HST, and/or QST should continue to account for the GST, HST and/or QST on their accommodation. If this applies to you, you'll need to provide your GST, HST, and/or QST ID to Airbnb so that Airbnb won't collect and remit these taxes on top of your accommodation price. If you self-collect GST, HST, and/or QST, please provide this information to avoid changes to your pricing.

Need more help? Find out [why Airbnb is requesting your Canadian GST info](#). You can also find more information about GST, HST, and/or QST on the [Government of Canada website](#).

**Note:** The national law doesn't impose the tax collection obligation on Airbnb for GST-, HST-, and/or QST-registered Hosts.

Please see below for more information about other taxes that Airbnb collects and remits in Canada in addition to the National GST, HST, and/or QST.

#### Province of British Columbia

Guests who book Airbnb listings that are located in the province of British Columbia, Canada will pay the following taxes as part of their reservation:

- Provincial Sales Tax: 8% of the listing price including any cleaning fees and guest fees for reservations of 26 nights or fewer in the Province of British Columbia. For detailed information, please visit the [British Columbia Sales Tax website](#).





- Provincial Sales Tax: 7% of the applicable service fees. For detailed information, please visit the [British Columbia Sales Tax website](#).
- Municipal and Regional District Tax: 2–3% of the listing price including any cleaning fees and guest fees for reservations of 26 nights or fewer in the Province of British Columbia. For detailed information, please visit the [British Columbia Sales Tax website](#).

### **Province of Manitoba**

Guests who book Airbnb listings that are located in the Province of Manitoba will pay the following taxes as part of their reservation:

- Retail Sales Tax: 7% of the listing price including any cleaning fees and guest fees for all reservations 30 nights and shorter. For detailed information, visit the [Province of Manitoba Sales Tax website](#).

### **Province of Québec**

Guests who book Airbnb listings that are located in the province of Québec, Canada will pay the following taxes as part of their reservation:

- Lodging Tax: 3.5% of the listing price for reservations of 31 nights or fewer in the province of Québec. For detailed information, please visit the [Québec Revenue website](#).

### **Province of Saskatchewan**

Guests who book Airbnb listings that are located in the province of Saskatchewan, Canada will pay the following taxes as part of their reservation:

- Provincial Sales Tax (PST): 6% of the listing price including any cleaning fees for all reservations of 30 nights or fewer, excluding tent or trailer sites supplied by a campground or trailer park. For detailed information, please visit the [Saskatchewan Provincial Sales Tax website](#).

### **Barrie, Ontario**

Starting June 1, 2019, guests who book Airbnb listings that are located in the City of Barrie, Ontario will pay the following taxes as part of their reservation:

- Municipal Accommodation Tax: 4% of the listing price including any cleaning fees for reservations of 29 nights or fewer. For detailed information, please visit the [Barrie Hotel Accommodation Tax website](#).



### **Brockville, Ontario**

Guests who book Airbnb listings that are located in the City of Brockville, Ontario will pay the following taxes as part of their reservation:

- Municipal Accommodation Tax: 4% of the listing price including any cleaning fees for reservations of 29 nights or fewer. For detailed information, please visit the [City of Brockville website](#).

### **Cornwall, Ontario**

Guests who book Airbnb listings that are located in the City of Cornwall, Canada will pay the following taxes as part of their reservation:

- Municipal Accommodation Tax (MAT): 4% of the listing price including any cleaning fees for reservations 29 nights and shorter. For detailed information, visit the [Cornwall City Finance website](#).

### **Greater Sudbury, Ontario**

Guests who book Airbnb listings that are located in the City of Greater Sudbury, Ontario will pay the following taxes as part of their reservation:

- Municipal Accommodation Tax: 4% of the listing price including any cleaning fees for reservations of 30 nights or fewer. For detailed information, please visit the [City of Greater Sudbury website](#).

### **Mississauga, Ontario**

Guests who book Airbnb listings that are located in the City of Mississauga, Ontario will pay the following taxes as part of their reservation:

- Municipal Accommodation Tax: 4% of the listing price including any cleaning fees for reservations of 30 nights or fewer. For detailed information, please visit the [City of Mississauga website](#).

### **Ottawa, Ontario**

Guests who book Airbnb listings that are located in the City of Ottawa, Ontario will pay the following taxes as part of their reservation:

- Municipal Accommodation Tax: 4% of the listing price including any cleaning fees for reservations of 29 nights or fewer. For detailed information, please visit the [City of Ottawa website](#).



## **Toronto, Ontario**

Guests who book Airbnb listings that are located in the City of Toronto, Ontario will pay the following taxes as part of their reservation:

Municipal Accommodation Tax (MAT): 6% of the listing price for all reservations. For detailed information, please visit the [Toronto Municipal Accommodation Tax](#) website.

## **Waterloo Regional Tourism District, Ontario**

Guests who book Airbnb listings that are located in the Waterloo Regional Tourism District (cities of Kitchener, Waterloo, Cambridge, Woolwich, Wellesley, and Wilmot only) of Ontario, Canada will pay the following taxes as part of their reservation:

- Municipal Accommodation Tax: 4% of the listing price including any cleaning fees for all reservations of 29 nights or fewer. For detailed information, please visit the [Waterloo Regional Tourism District](#) website.

## **Windsor, Ontario**

Guests who book Airbnb listings that are located in Windsor, Ontario will pay the following taxes as part of their reservation:

- Municipal Accommodation Tax: 4% of the listing price including any cleaning fees for reservations of 30 nights or fewer. For detailed information, please visit the [City of Windsor website](#).

---

Find out more about [how occupancy tax collection and remittance by Airbnb works](#).

Note: Hosts located in these areas are responsible for assessing all other tax obligations, including provincial and municipal jurisdictions. Hosts with listings in these areas should also review their agreement with Airbnb under the [Terms of Service](#) and familiarize themselves with the Occupancy Tax provisions which allow us to collect and remit taxes on their behalf and explains how the process works. Under those provisions, Hosts instruct and authorize Airbnb to collect and remit Occupancy Taxes on their behalf in jurisdictions where Airbnb decides to facilitate such collection. If a Host believes applicable laws exempt the Host from collecting a tax that Airbnb collects and remits on the Host's behalf, the Host has agreed that, by accepting the reservation, the Host is waiving that exemption. If a Host does not want to waive an exemption the Host believes exists, the Host should not accept the reservation.

## REQUEST FOR DECISION

<b>TITLE:</b>	Repeal Bylaw 09.23 – Repealing East Coulee Trestle Bridge Area Structure Plan 13.01
<b>DATE:</b>	August 31, 2023
<b>PRESENTED BY:</b>	Darryl Drohomerski, C.E.T., CAO
<b>ATTACHMENT:</b>	Bylaw 13.01

**SUMMARY:**

As part of the Flood Mitigation project in East Coulee, it was determined that the land contained in the Area Structure Plan (ASP) and Bylaw 13.01 was now within the Floodway. The ASP referred to a multi-lot development that has never materialized and the current owners have no intention to subdivide the property because of the Floodway designation on part of the lands, Administration is recommending the ASP Bylaw be repealed and removed from Land Title so that current and future owners of the land do not attempt to develop the property.

**RECOMMENDATION:**

That Council give first reading of Area Structure Plan Bylaw 09.23 to repeal the East Coulees Trestle Bridge Plan Bylaw 13.01 and set a Public Hearing for Monday September 18<sup>th</sup>, 2023.

**DISCUSSION:**

Area Structure Plans are Statutory Plans under the MGA, which are adopted by a municipality and provide a framework for subsequent subdivision and development of an area of land within the municipality. They must describe the sequence of development proposed for the area, the land uses, density of population and general location of transportation routes and public utilities.

In or around 2001, the property owner of RW306;D;F submitted an ASP to the Town of Drumheller for a seven lot subdivision for the purpose of facilitating a purchase of the land. The ASP indicated that the highest and best use of the land was to create multi-lot subdivision even though it was noted the majority of land was ‘4-5 feet below the Alberta Environment 1:100 Flood levels and would need extensive fill which would make the development cost prohibitive.’

The property buyer wished to only construct one single family dwelling on the property, which it appears was never done, as the current dwelling has a 1950 date for assessment.

As this parcel is not being protected by a berm, Administration determined that the ASP should be repealed to prevent future owners from the potential of subdivision or development of the lands into multiple unprotected lots.

The current property owner has consented to the ASP being repealed.

**FINANCIAL IMPACT:**

The costs for this are minimal and are covered under the Flood Mitigation budget.

**STRATEGIC POLICY ALIGNMENT:**

Good Governance

**COMMUNICATION STRATEGY:**

The property owners will be notified of the decision and the ASP will be removed from the property title with Land Titles.

**MOTION:**

That Council gives first reading to Area Structure Plan Repeal Bylaw 09.23 as presented and set a Public Hearing for Monday September 18, 2023.

**SECONDED:**

Prepared By:

\_\_\_\_\_

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

Reviewed By:

*Denise Lines*

Denise Lines  
Manager of Legislative Services

Approved By:



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



# **DRUMHELLER**

**PROTECTIVE SERVICES**



## **EAST COULEE TRESTLE BRIDGE AREA STRUCTURE PLAN**

### **BYLAW NUMBER # 13.01**

**AFFECTING BLOCKS D AND F,  
ABANDONED RAILWAY PLAN R.W. 306 E.C.  
WITHING THE S.W. ¼ SECTION 28, TOWNSHIP 27,  
RANGE 18, W. 4<sup>TH</sup> MERIDIAN.  
DRUMHELLER (EAST COULEE DISTRICT),  
ALBERTA.**

**Prepared By:  
Hunter Survey Systems Ltd.  
August 2001**



**TOWN OF DRUMELLER  
BYLAW NUMBER 13.01**

**A BYLAW OF THE TOWN OF DRUMHELLER** to adopt the East Coulee Trestle Bridge Area Structure Plan and amend Bylaw No. 36.98, the Town of Drumheller Land Use Bylaw.

**WHEREAS** pursuant to the provision of Section 633(1) of the *Municipal Government Act*, S.A. 1994, Chapter M-26.1, a council may pass a bylaw for the purpose of adopting an area structure plan to provide a framework for subsequent subdivision and development of land within the Town;

**AND WHEREAS** an Area Structure Plan referred to as the East Coulee Trestle Bridge Area Structure Plan has been prepared to provide a framework for the subdivision and development of Blocks D and F of Plan RW 306 EC within the SW ¼ Section 28, Township 27, Range 18, W4M;

**AND WHEREAS** it is deemed appropriate to adopt the East Coulee Trestle Bridge Area Structure Plan;

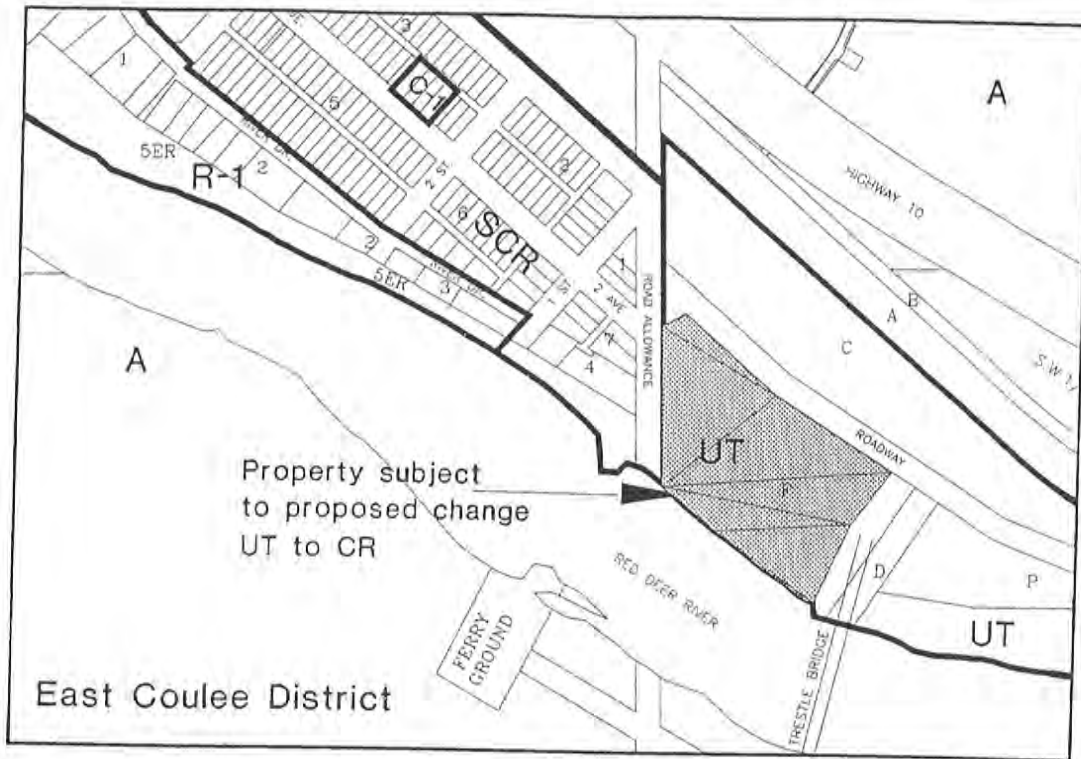
**AND WHEREAS** the document dated June 2001 entitled the "East Coulee Trestle Bridge Area Structure Plan", a copy of which is attached as Schedule "A" to this Bylaw, is proposed for adoption;

**AND WHEREAS** the land legally described as Blocks D and F of Plan RW 306 EC, shown on the plan below, is presented designated as "UT" – Urban Transition District under the Town of Drumheller Land Use Bylaw No. 36-98;

**AND WHEREAS** an application has been made to re-designate a portion Block F of Plan RW 306 EC as "CR" – Country Residential District;

**NOW THEREFORE** the Council enacts as follows:

1. The East Coulee Trestle Bridge Area Structure Plan, attached as Schedule "A" to this Bylaw is hereby adopted.
2. Bylaw No. 36-98 , being the Town of Drumheller Land Use Bylaw, is hereby amended by re-designating a portion of Block F of Plan RW 306 EC from "UT" – Urban Transition District to "CR" – Country Residential District as shown on the plan below:



READ A FIRST TIME THIS 3<sup>rd</sup> DAY OF July, 2001.

READ A SECOND TIME THIS 27<sup>th</sup> DAY OF August, 2001.

READ A THIRD TIME AND PASSED THIS 27<sup>th</sup> DAY OF August, 2001.

  
MAYOR

  
CHIEF ADMINISTRATIVE OFFICER



## TOWN OF DRUMHELLER BY-LAW NO. 1301 .....SCHEDULE -"A"

### EAST COULEE TRESTLE BRIDGE AREA STRUCTURE PLAN

AFFECTING BLOCKS D and F, ABANDONED RAILWAY PLAN R.W. 306 E.C.  
WITHIN THE S.W.1/4 SECTION 28, TOWNSHIP 27, RANGE 18, W. 4<sup>TH</sup> MERIDIAN,  
DRUMHELLER (EAST COULEE DISTRICT), ALBERTA.

#### LOCATION:

The subject lands are located in East Coulee along the north bank of the Red Deer River. The attached plans/maps show the relationship of these lands to the river and surrounding lands. The subject lands are presently owned by Canadian Pacific Railway Company Limited and form a separate and distinct parcel identified on their title.

#### PURPOSE:

The abandonment of the Canadian Pacific Railway lines in this area has placed a certain isolated portion of their holdings on the market for potential development. An individual has an option to acquire the subject lands from Canadian Pacific Railway and desires to place a residence on same.

It is noted the current purchaser from Canadian Pacific does not intend to create the proposed lots; but only wants to use the entire parcel to construct one single family dwelling.

A subdivision to separate the subject lands from the numerous parcels contained in Canadian Pacific's title is necessary to facilitate this land transfer and the proposed development. Notwithstanding the initial intent is only to accommodate one single family residence; it is desirable from a planning viewpoint to review and consider the best and maximum potential use of these lands to ensure the most orderly and economical use of these lands is made and that this use is compatible with the existing and future surrounding uses.

#### PRESENT USE:

This land is vacant with the exception of the railway/car bridge and an old abandoned house. At one time this land was developed by squatters working in the surrounding coal mines and contained approximately 15 single family dwellings.

Canadian Pacific owns an abandoned railway/car bridge which crosses the Red Deer which was once used to provide rail and vehicle access to coal mines once located on the south side of the Red Deer River. The north abutment and access trail to this bridge is located on and near the east end of the subject lands. This old railway bed and bridge are still in existence but not in use. Canadian Pacific Railway will retain ownership of the bridge and access rights to same by the concurrent registration of a Caveat declaring this interest and access rights.

However, in the long term, it would be in the best interests of Drumheller to preserve this old bridge as a historical feature of the area because of close connections with the School Museum located in East Coulee and the Atlas Coal Mine Museum located on the south side of the Red Deer River. This bridge was also an integral part of the history of the coal mining era in East Coulee and the resulting developments on both sides of the river. The Historic Atlas Mine Coal Society has expressed an interest in acquiring, repairing and maintaining this bridge. Although no agreement has been reached with Canadian Pacific Railway in this regard, the Historic Atlas Mine Coal Society have expressed a desire to continue negotiations with Canadian Pacific. It would appear funding may be the greatest hurdle to overcome to make this a reality.

Therefore, to accommodate the possibility of this structure becoming a historical site open to the public sometime in the future and to assist and support this endeavour, this Area Structure Plan adopts the following future action in this regard:

- A ... that upon any future subdivision of the lands contained in this plan; the parcel identified on this plan as Lot 7 be offered and dedicated as a Utility Lot, Public Reserve or Public Roadway to the Town of Drumheller for use by them or a local not-for-profit museum society as a condition of subdivision for the purpose of providing access to and parking for this historical site.
- B ... if the event the ownership of the bridge falls into the hands of the Town of Drumheller or a not-for-profit historical society before a further application of subdivision is made; the Town of Drumheller may proceed to acquire and register a road plan to obtain title to the area shown as Lot 7 on APPENDIX -A attached hereto.
- C ... that a future road dedication agreement be registered concurrent with the initial subdivision reflecting the foregoing.
- D ... in the event the bridge is removed by Canadian Pacific Railway Company Ltd. or others before the land is dedicated for public use; the land contained in the said Lot 7 shall be returned to and form part of the land contained in this Area Structure Plan and the Area Structure Plan be amended to reflect the easterly extension of Municipal and Environmental Reserves and lot design changes better suited to the shape of the area then presented.

#### **LANDS AFFECTED and EXISTING TITLE:**

The lands affected by this Area Structure Plan is Blocks D and F, Plan R.W. 306 E.C. which is a portion of the lands owned by Canadian Pacific Railway in Certificate of Title No. 951 200 763. This land is identified in the attached plans and is separate and distinct from the remaining Canadian Pacific Railway lands contained in C.of T, No. 951 200 763. The remaining portions of the Canadian Pacific Title represents the abandoned spur lines land lying south of the existing Highway No. 10 and north of the street shown on this Area Structure Plan.

#### **PROPOSED USE and SERVICING:**

The best possible use for this land would be for large single family dwellings serviced by the existing sanitary sewer system with independent and private water wells for each lot. As shown APPENDIX-A, this would consist of 6 residential lots with the 7<sup>th</sup> lot either being consolidated with lands to the east or used as part of a historical site and parking.

This use is compatible with and a natural extension of the existing residential development to the west and separated from the small holding development to the east by the access berm to the railway bridge. The land lying north is presently vacant but seems equally suitable for at least one more tier of residential development serviced by the existing common road being used for this proposal.

APPENDIX-A plan shows a potential new sanitary sewer line extension to accommodate this future development.

If this land were to be developed to its full potential, flood protection would be necessary and can be best achieved by placing approximately 4-5 feet of fill on this land. The cost of placing this fill and extending the existing sanitary sewer mains to accommodate 6 new lots would probably prohibit the full development potential of this land at current market values for single family lots in this area. However it is economical feasible to place sufficient fill to accommodate the immediate proposal of creating one dwelling

**FLOOD PLAIN & SITE GRADING:**

This land lies within the flood plain and is approximately 4-5 feet lower than the 1:100 flood plain elevation provided by Alberta Environment.

The current owners and purchasers are aware of the Town of Drumheller's policy defining the need to have dwellings constructed above the 1:100 year flood plain level and the extent of fill required to accomplish same. This current policy does not accept the construction of dwellings around "islands" of fill but rather requires a more comprehensive nature to the fill to blend into the existing roadways and river bank.

Therefore to clarify and accommodate this policy and future development; this Area Structure Plan adopts the plan attached hereto as APPENDIX-B as the site grading plan to be followed by any future development in this area. Any development/building permit issued by The Town of Drumheller shall be subject to the grades shown on APPENDIX-B.

This is not to say the entire area must be graded at once, but sufficient lands must be graded in accordance with the aforementioned site grading plan to the satisfaction of The Town of Drumheller as a condition of any development/building permit hereafter granted.

**CONCLUSION:**

This Area Structure Plan has been duly considered by The Town of Drumheller and their Planning Consultants through due process and after consultation with interested parties, considers this plan to make the best acceptable use of these lands, provides for the orderly development thereof, accommodates the bridge as a potential historical site and provides for flood protection.



EAST COULEE DISTRICT  
DRUMHELLER, ALBERTA

PROPOSED AREA STRUCTURE PLAN  
AFFECTING  
BLOCKS D & F, PLAN R.W.306 E.C.  
ALL WITHIN THE  
S.W.1/4 SEC.28, TWP.27, RGE.18, W.4M.

—SCALE = 1:1250—2001—W.R. HUNTER, A.L.S.—

LEGEND:

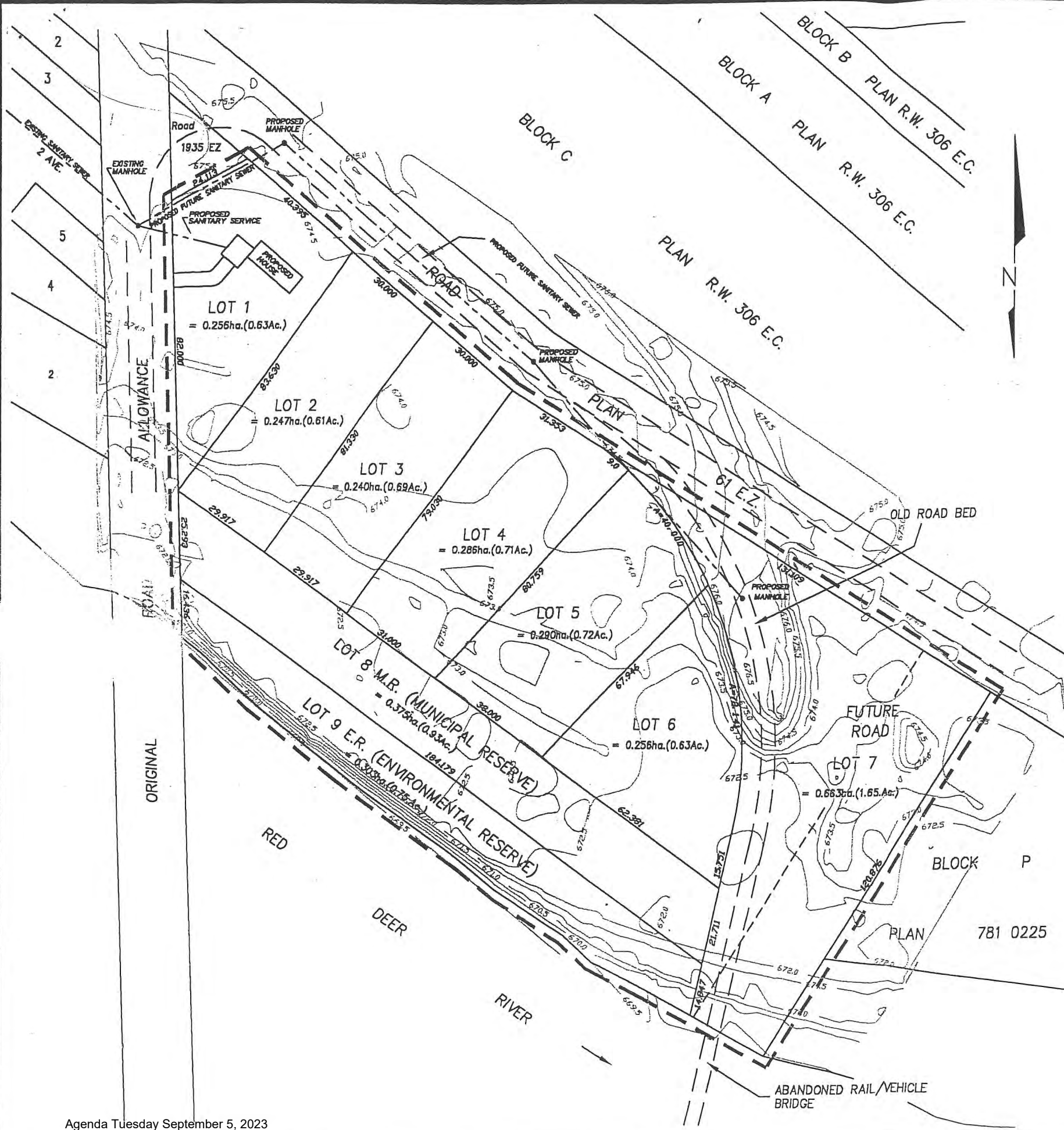
Distances are in metres and decimals thereof.

Area affected by this plan shown outlined thus... - - - -  
and contains: 2.914ha.(7.20Ac.)

PROPOSED LAND USE: LOTS 1 to 6 - Single Family Residential  
LOT 7 - Historical or Public Roadway

SERVICES: SANITARY - Connected to municipal sanitary sewer system.  
WATER - Private wells.

1:100 YEAR FLOOD PLAIN = 675.7 (FROM ALBERTA ENVIRONMENT)





# SITE GRADING PLAN



SCALE 1 : 750  
 ELEVATIONS ARE GEODETIC AND IN METRES  
 Agenda Tuesday September 8, 2025

HUNTER SURVEY SYSTEMS LTD.  
 CALGARY, ALBERTA  
 FILE: 05-11-08-29 of 32

**TOWN OF DRUMHELLER**  
**BYLAW 09.23**  
DEPARTMENT: DEVELOPMENT/FLOOD MITIGATION

*Repeals ASP Bylaw 13.01  
East Coulee Trestle Bridge*

BEING A BYLAW FOR THE PURPOSE OF REPEALING THE EAST COULEE TRESTLE  
BRIDGE AREA STRUCTURE PLAN BYLAW 13.01

**WHEREAS**, pursuant to the provision of *Section 191 of the Municipal Government Act, RSA 2000, Chapter M-26*, Council has the power to pass a bylaw, amend or repeal a bylaw in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements;

AND WHEREAS, because a public hearing was held prior to the adoption of Bylaw 13.01, a public hearing will be scheduled for the \_\_\_\_ day of \_\_\_\_\_, 2023.

**AND WHEREAS**, the Town of Drumheller Council deems it desirable to repeal East Coulee Trestle Bridge Bylaw 13.01;

**NOW THEREFORE**, the Town of Drumheller, in the Province of Alberta, hereby enacts as follows:

**SECTION 1**

- 1.1 This Bylaw may be known as Area Structure Plan Repeal Bylaw 09.23.
- 1.2 This Bylaw repeals East Coulee Trestle Bridge Bylaw 13.01 and any amendments to this Bylaw.

**SECTION 2**

- 2.1 Bylaw 09.23 comes into full force after third reading.

READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

PUBLIC HEARING HELD THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

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

\_\_\_\_\_  
MAYOR

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

## BRIEFING NOTE

<b>TITLE:</b>	<b>Aquaplex Repairs and Timeline - Update</b>
<b>DATE:</b>	August 29, 2023
<b>PRESENTED BY:</b>	Kelcie Wilson, C.E.T., Acting Director of Infrastructure Services, Capital Project Manager
<b>ATTACHMENTS:</b>	

### **SUMMARY:**

Since the last Briefing Note on August 14, Knibb Construction has completed Phase 1 (Investigation) to understand the extent of the void space and pipe loss under the floor in the mechanical room.

### **BACKGROUND/PROBLEM:**

On Monday July 10, 2023, Facilities staff were informed by Aquaplex staff of evidence of a leak in the indoor pool mechanical room of the Aquaplex. The recirculation pump pit, a drywell design, had approximately 1.5ft of water in the structure. Facilities staff shut off the recirculation pump and coordinated with Aquaplex staff to close the indoor pool.

Upon examination, sediment was found to have filled the bottom of the pump well, blocking the sump pumps. Town staff then removed the hairnet strainer and recirculation pump from the dry well, during this process it was found that the hairnet and the pump were both binding. Once those components were removed, a visual inspection was carried out and a void was found under the mechanical room floor. Video inspection of the piping in the area (which is a sanitary service line for backwash purposes) was carried out by Town staff. In addition, a structural engineer from Associated Engineering was requested to visit the site. These tasks were all completed by the end of day Wednesday July 19, 2023.

Associated Engineering instructed Knibb Construction to remove a section of the concrete floor to gain a visual on the void and the piping. During removal of the concrete flood a pipe to the hot tub was hit causing the hot tub to be shut down. It was noted that piping was run through the concrete floor instead of underneath. On August 22, 2023, Knibb Construction completed the removal of a section of the concrete floor and exposed the sanitary service. A site meeting was then scheduled for August 24, 2023, between the Town, Associated Engineering and Knibb Construction to assess the void and the sanitary service. It was clear there was a medium size void underneath one of the sand filters and a joint on the sanitary service had failed.

### **KEY POINTS / STATUS:**

- Associated Engineering is working through developing sketches and technical specifications for Knibb Construction to follow to fix the void and the sanitary service appropriately. This work entails:
  - Replacing the section of sanitary service that is currently exposed along with connection to the flood drain.
  - Extending the pump well, adjusting the placement of the hairnet strainer and the pump. The hairnet strainer will sit slightly below the top of concrete to allow Town staff the ability to access it more easily. A secure grate will be placed on top to sill accommodate foot traffic within the mechanical room. The pump will be

placed further back into the existing pump well, the pump will sit directly below the existing grate for easier access during maintenance. Two new valves will also be installed to help facilitate maintenance activities.

- While Knibb Construction awaits these documents, they are removing a second section of the concrete floor. The section they are now removing is to chase the sanitary service to the floor drain which is where the pool backwash enters the service line.
- Knibb has commented that they have the resources available and there will be no long lead times on materials thus ensuring repairs are completed by the last week of September to allow Town staff to fill the pool and have it opened October 1, 2023.

**FINANCIAL:**

Associated Engineering has been working on a time and materials basis while Knibb Construction has been providing quotes for each phase of the work.

Phase 1 Costs (Knibb Construction): \$25,000.00 (this does not include removal of the second concrete section).

Funding for this work will come from the Operating Budget and Emergency Contingency Budget as required.

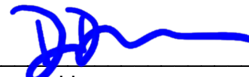
**COMMUNICATION STRATEGY:**

The infrastructure team will be keeping Council and the Public updated through Council briefings, social media posts and newspaper ads.

*Kelcie Wilson*

---

Prepared by:  
Kelcie Wilson, C.E.T.  
Acting Director of Infrastructure Services,  
Capital Project Manager



---

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