

Town of Drumheller COUNCIL MEETING AGENDA

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



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1. CALL TO ORDER
2. MAYOR'S OPENING REMARK
3. ADOPTION OF AGENDA
4. MINUTES
- 4.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES
- 3 - 6 4.1.1. Regular Council Meeting Minutes of January 21, 2019
[Regular Council Meeting Minutes of January 21, 2019](#)
- 4.2. MINUTES OF MEETING PRESENTED FOR INFORMATION
- 7 - 16 4.2.1. Municipal Planning Commission Meeting Minutes of December 3, 2018
Municipal Planning Commission Meeting Minutes of January 8, 2019
[MPC Meeting Minutes of December 3, 2018](#)
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- 4.3. BUSINESS ARISING FROM THE MINUTES
5. DELEGATIONS
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- 17 6.1.1. Capital Budget Discussion
- 6.1.2. RFD - Delegation of Powers for Development Officer
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- 18 - 19 6.1.3. RFD - Appointment to Heritage, Arts and Culture Committee
[RFD - Heritage, Arts and Culture Committee Appointment](#)
- 6.2. DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES
- 6.3. DIRECTOR OF INFRASTRUCTURE SERVICES
- 6.4. DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES
- 20 6.4.1. RFD - Appointment of Weed Inspector
[RFD - Weed Inspector Appointment](#)
- 6.5. REVIEW OF STRATEGIC BUSINESS PLAN WORK PRIORITIES
- 6.5.1. Economic Development Strategy Action Plan
Emergency Plan - Flood Component (Communication)
Communication Strategy (SmartPhone App)
Dino Brand (Logo)

Downtown Development - Terms of Reference / Costs
Toboggan Hill Lease
Staff Vacancies

- 7. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**
- 8. PUBLIC HEARING TO COMMENCE AT 5:30 PM**
- 9. PUBLIC HEARING DECISIONS**
- 10. UNFINISHED BUSINESS**
- 11. NOTICE OF MOTION**
- 12. COUNCILLOR REPORTS**
- 13. IN-CAMERA MATTERS**
 - 13.1. Land Matter - Legal 3099AD Block 19 Lot 15 (*FOIPP Section 23 Public Confidences*)

**Town of Drumheller
COUNCIL MEETING
MINUTES**

January 21, 2019, at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

DEPUTY MAYOR:

Tom Zariski

COUNCIL:

Kristyne De Mott

Jay Garbutt

Lisa Hansen-Zacharuk

Tony Lacher

Fred Makowecki

CHIEF ADMINISTRATIVE OFFICER:

Darryl Drohomerski

DEPUTY CAO/DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF PROTECTIVE EMERGENCY SERVICES:

Greg Peters

COMMUNICATIONS OFFICER/ECONOMIC DEVELOPMENT OFFICER:

Julia Fielding

RECORDING SECRETARY:

Linda Handy

ABSENT:

MAYOR:

Heather Colberg

1. CALL TO ORDER

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

2. MAYOR'S OPENING REMARK

Deputy Mayor Zariski congratulated the following organizations for events held within our community:

Badlands Community Facility Trail of Trees with \$1400 contribution to Jump Start;

RCSCC Mess Dinner was held on January 16th with Councillor Tony Lacher attending;

Citizens on Patrol held their Annual General Meeting on January 17th with Gunnar Mortensen being elected as President for three years;

East Coulee Museum held their Gala on January 19th – Deputy Mayor thanked the local businesses who contributed gifts for their silent auction;

Deputy Mayor Zariski announced the upcoming events:

Pioneer Trail Winter Fest will hold their Winter Fest on January 22nd;
Homestead Museum will hold their Annual General Meeting on January 27th at 2:00 PM
at the Chamber Office.

3. ADOPTION OF AGENDA

MO2019.09 Hansen-Zacharuk, Garbutt moved to adopt the agenda as presented.
Carried unanimously.

4. MINUTES

4.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

4.1.1. Regular Council Meeting Minutes of January 7, 2019

MO2019.10 Makowecki, Lacher moved to adopt the Regular Council Meeting Minutes
of January 7, 2019 as presented. Carried unanimously.

4.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

4.3. BUSINESS ARISING FROM THE MINUTES

5. DELEGATIONS

6. REQUEST FOR DECISION REPORTS

6.1. CAO

6.1.1 Staff Long Term Service Award

D. Drohomerski presented Policy 4.02.10.16 as amended with wording to explain the
tax implications of the program.

MO2019.11 Lacher, Hansen-Zacharuk moved to approve the addition of wording to
Policy 4.02.10.16 Staff Long Term Service Awards/Retirement/Resignation Recognition
Awards to include a reference to tax implications. Carried Unanimously.

6.2. DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES

6.2.1 Utility Budget Discussion

B. Miller presented the 2019 utility budget which reflects a 5% water increase and 2%
for wastewater. She presented assumptions as follows:

*“The Water Utility budget has been built with a 5% increase to Water Rates. Currently,
the budgeted result is a deficit of \$900 for 2019 including full amortization costs; and
The Sewer Utility budget has been built with a 2% increase to Sewer Rates. Currently,
the budgeted result is a deficit of \$262,600 including full amortization costs.”*

She explained the changes (increase / reduction) in each utility G/L account over 2018
budget with an explanation of mentionable variances reconciled to the change amount.
She presented comparables from 2015, 2016 and 2017 and four (4) year average
results. Global amounts include salaries, benefits, fuel, insurance, telephone and
utilities.

MO2019.12 Garbutt, Hansen-Zacharuk moved to accept the 2019 utility budget as
presented. Carried unanimously.

6.2.2 Capital Budget Discussion (deferred until February 4th Regular Council Meeting)

6.3. DIRECTOR OF INFRASTRUCTURE SERVICES

6.4. DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES

6.5. REVIEW OF STRATEGIC BUSINESS PLAN WORK PRIORITIES

7. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

7.1 Economic Development / Communications Officer

Quarterly Report October 1 to December 31, 2018 (for information only as the report was not attached to the January 14th, 2019 COW agenda)

8. PUBLIC HEARING TO COMMENCE AT 5:30 PM

9. PUBLIC HEARING DECISIONS

10. UNFINISHED BUSINESS

10.1 Budgetary Reduction Strategies – K. Blanchett – Public Works Operations (Fountain Options)

10.2 Budgetary Reduction Strategies – D. Goldthorpe – Arts, Culture and Recreation (Reduction of Operations at the Aquaplex and BCF Options) (Both reports are attached as the camera was not working for the COW meeting of January 14th)

Councillor J. Garbutt stated that although questions were asked on these reports, Council has not made a decision on the options presented and await the results of the public consultation which will be held in the near future.

11. NOTICE OF MOTION

12. COUNCILLOR REPORTS

12.1. Councillor Garbutt – Approval of Sandstone Manor 2019 Budget

Councillor Garbutt presented the draft Sandstone Manor 2019 budget for approval. He commented on the following:

- The manor was fully rented during 2018 (20 units);
- Mostly the expense increases are inflationary with some repairs to be carried out as the building is now 10 years old;
- Town has the option to waive the property taxes and in lieu of the taxes, the Sandstone Manor provides a reserve payment; current total reserve is \$126,000 and the Manor will provide a reserve payment in the amount of \$40,000 this year;
- Two units were formerly unrentable for a period of time due to shifting however there has been a slow down in the shifting of the building and the mediation repairs appear to be working and the units have been occupied for the past two years; and

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- Rental rates are running at 15% below market rent and is below the mandate for Provincial affordable housing mandate of 10%.

MO2019.13 Garbutt, Lacher moved the approval of Sandstone Manor 2019 budget as presented. Carried unanimously.

13. IN-CAMERA MATTERS

14. ADJOURNMENT

There being no further business, Deputy Mayor Zariski adjourned the meeting at 5:30 PM.

Chief Administrative Officer

Deputy Mayor



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COMMUNITY SERVICES



**Municipal Planning Commission
MINUTES
Meeting of Monday December 3, 2018**

Present: Darryl Drohomerski, CAO/Development Officer
Linda Taylor, Recording Secretary
Clayton Gillis, Chair
Sharon Clark, Vice Chair
Scott Kuntz, Member
Shelley Rymal, Member
Tony Lacher, Councillor/Member
Tom Zariski, Councillor/Member
Jeff Laurien, Palliser Regional Municipal Services Representative – Senior Planner

Absent: Stacey Gallagher, Member - Regrets

Delegate(s): Albert Hanson – enter 12:05 pm – exit 12:22 pm

1.0 CALL TO ORDER – 12:03 pm

C. Gillis presented the Agenda for the December 3, 2018 meeting.

1.1 Agenda – Additions or Deletions

Deletion - none

Addition - none

1.2 Acceptance of Agenda

Motion: - S. Clark moved to accept the agenda for December 3, 2018

Second: – S. Kuntz - Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 November 16, 2018

Motion: T. Lacher moved to accept the minutes of November 16, 2018

Second: – S. Rymal - Carried



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3.0 DEVELOPMENT PERMITS

3.1 T00228-18D – Applicant – Retaining Wall

D. Drohomerski presented Development Permit T00228-18D submitted by the Applicant for a retaining wall located at 211 14 Street Northwest, Midland on Plan 1561JK; Block 2; Lot 6. Zoning is MHR – Manufactured Home District.

D. Drohomerski advised this application was seen previously at the November 1, 2018 Municipal Planning Commission meeting; the application for the approximately 120 foot retaining wall was tabled for more information on the finishing and an engineered plan. The applicant has supplied an engineered plan with finishing of a board fence.

Delegate A. Hansen, neighboring property owner, spoke in regards to the retaining wall. The wall was built to raise the elevation of the lot before A. Hansen bought his property. The neighbor voiced concerns about the wall design using the pre-cast concrete blocks;

- Would this design address the water penetration through the wall, as the blocks have about a 2 inch by 4 inch beveled edge on the corners possibly creating a hole when fitted together
- The existing wall has washed out and collapsed in some area(s), and water is leaching through
- The water leaching through has created moisture under his manufactured home
- His property is about 1.5 feet lower in the back than at the front; the retaining wall will be about 3 feet out of the ground in the front yard and substantially higher in the rear yard
- A. Hansen got a quote on a solid cement wall, \$48,000; (no documentation was submitted)
- A. Hansen is not overly concerned about the look of the wall, more about the functionality; he was also concerned about the board fencing getting caught in the wind and being ripped off so he is concerned about the supports for the fence

Municipal Planning Commission discussed the application. The flow of water in the overall neighborhood was also discussed.

Table: Development Permit T00228-18D submitted by the Applicant for a retaining wall located at 211 14 Street Northwest, Midland on Plan 1561JK; Block 2; Lot 6; for more information from the applicant.

Municipal Planning Commission wants to see more information on the plans to indicate how the water behind the wall will be addressed, as well as how the water will flow out and how the fence will be attached to the blocking.

3.2 T00244-18D – Applicant – Container Dwelling

D. Drohomerski presented Development Permit T00244-18D submitted by the Applicant for a container dwelling located at 117 Pinter Drive, Rosedale on NE-21-28-19-W4. Zoning is CR – Country Residential District.

D. Drohomerski advised this application was seen at the November 16, 2018 Municipal Planning Commission meeting; this applicant is submitting an application as a condition of sale, to ensure an issued development permit is obtainable before the purchase of the property. This is for a semi off grid cottage, constructed from 1 round grain bin, 7 sea-cans and 1 additional donor sea-can, used for parts to complete construction. This property is located within the flood fringe, so mitigation measures would need to be followed. The application was tabled for more information:

- a more definitive cost on the construction value of the dwelling,
- what is the grading elevation going to look like for this property,
- the over all height of the structure – peak to grade,
- is the applicant fully aware this property is in the flood fringe area.



D. Drohomerski advised the applicant has submitted a more definitive construction proposal indicating the following:

"it has been decided to do the project in phases. We have 5 phases in total. The idea is to complete 1 or 2 phases in a year. Therefore, cost needs to be divided by 5. Secondly, this estimate is for new materials only. However, we intend to source 90% of our materials through donations, second hand stores, demolition sites, Kijiji and well wishers to the project. 99% of the work is to be done with the help of friends, volunteers and family."

The applicant is aware the property is in the flood fringe area and adjustments will be made to the construction drawings, the project would be done in phases and take at least 3 years to complete, the overall height of the building is at 14 feet set on columns so can be adjusted to meet the bylaw requirements and mitigation for the flood fringe.

Municipal Planning Commission discussed the application.

The Rosedale Design Project overview notes *"Design a build a cottage from recycled materials, We also intend to integrate the history of the area by having a gallery in future"*.

Discussion on time line for completion and the utilization of sourced used materials; to have the materials on site unused for unknown timeline in a residential area is concerning for the MPC.

Motion: C. Gillis moved to approve Development Permit T00244-18D submitted by the Applicant for a container dwelling located at 117 Pinter Drive, Rosedale on NE-21-28-19-W4.

Second: T. Zariski Vote in Favor - 0 Opposed - 6.

Motion Defeated.

REASON FOR REFUSAL

The Municipal Planning Commission denied the application for container dwelling for the following reason(s):

1. Gallery is neither a permitted or discretionary use in the CR – Country Residential District.
2. Town of Drumheller Land Use Bylaw 10-08
Part III 10. Notices
(4) If the development authorized by a permit is not commenced within 12 months from the date of its issue, or carried out with reasonable diligence and completed within 24 months of the issue, the permit is deemed to be void, unless an extension to this period has previously been granted by the Municipal Planning Commission.

3.3 T00248-18D – Applicant – Dwelling Unit Accessory to a Principal Commercial Use

D. Drohomerski presented Development Permit T00248-18D submitted by Applicant for dwelling unit accessory to a principal commercial use at 150 3 Avenue West, Drumheller on Plan 7710AP; Block 23; Lot 6. Zoning is C-B – Central Commercial District.

D. Drohomerski advised this applicant would like to make a residential apartment on the lower level of the building and make a coffee roasting establishment on the upper level; this applicant is submitting an application as a condition of sale, to ensure an issued development permit is obtainable before the purchase of the property.

Project Summary. *"The project will include limited construction on the upper level. Our plan is to remove all non-supporting interior walls with the exception of the bathrooms and back storage. There will be a room added for*



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Atrisan Coffee roasting and packaging of the coffee beans. We will have a small kitchen in the back to bake muffins and prep for our sandwiches. There will be no open flame cooking. Our markets will include digital marketing, retail and wholesale. We will have a small cafe with limited seating selling our coffee, teas, desserts and light food items. We also plan on selling bagged coffee and several coffee items, example: French press, pour overs and grinders.

The lower level would be turned into a suite. This would require simple modification such as: cabinets, shower and simple cosmetics."

Municipal Planning Commission discussed the application.

Motion: T. Zariski moved to approve Development Permit T00248-18D submitted by Applicant for dwelling unit accessory to a principal commercial use at 150 3 Avenue West, Drumheller on Plan 7710AP; Block 23; Lot 6 subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw (16-10).
3. All necessary permits (building, electrical, plumbing, etc) to be in place prior to any construction/installation.
4. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
5. Development to conform and meet the requirements of the Regional Fire and Health Authority. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire and Health Authority that the building is occupiable for such purposes.
6. Applicant to ensure authorization from the property owner is obtained prior to any renovation/modification.
7. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development application may be necessary.
8. Development application is required for signage placement and made under separate application prior to placement.
9. Applicant to ensure any/all modifications to water/sewer services to the satisfaction of the Town of Drumheller. Please contact Utilities Manager at 403-823-1330 for approval and specifications.
10. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
11. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. Separate containment must be provided for the disposal and recycling of cardboard materials.
12. The dwelling unit approval is granted as an accessory to a principal commercial use. Should the commercial business not be in operation the dwelling unit can no longer be occupied as a private residence.
13. Annual Business License is required.

Second: T. Lacher – Carried

3.4 T00252-18D – 1962860 Alberta Ltd – Front and rear yard set back variance

D. Drohomerski presented Development Permit T00252-18D submitted by 1962860 Alberta Ltd for a variance on front and rear yard set backs located at 1320 7 Avenue East, Drumheller on Plan 1611903; Block 2; Lot 17. Zoning is R-1 – Residential District.

D. Drohomerski advised the original development permit T00161-17D and notice of decision did not note the variance on the front yard set back and the rear yard variance was noted at 22.9 feet (6.98 meters). This



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application is to rectify the inaccuracy. The front yard requires a variance to 6.11 meters and the rear yard requires a variance to 5.28 meters.

Municipal Planning Commission discussed the application.

Motion: T. Lacher moved to approve Development Permit T00252-18D submitted by 1962860 Alberta Ltd for a variance on front yard set back to 6.11 meters and rear yard set back variance to 5.28 meters located at 1320 7 Avenue East, Drumheller on Plan 1611903; Block 2; Lot 17.

Second: S. Kuntz - Vote in Favor - 5 Opposed - 1. Carried.

3.5 T00253-18D – 1962860 Alberta Ltd – Front and rear yard set back variance

D. Drohomerski presented Development Permit T00253-18D submitted by 1962860 Alberta Ltd for a variance on the front yard set back located at 1330 7 Avenue East, Drumheller on Plan 1611903; Block 2; Lot 16 Zoning is R-1 – Residential District.

D. Drohomerski advised the original development permit T00201-17D and notice of decision did not note the variance on the front yard set back. This application is to rectify the inaccuracy. The front yard requires a variance to 6.16 meters.

Municipal Planning Commission discussed the application.

Motion: C. Gillis moved to approve Development Permit T00253-18D submitted by 1962860 Alberta Ltd for a variance on the front yard set back to 6.16 meters located at 1330 7 Avenue East, Drumheller on Plan 1611903; Block 2; Lot 16.

Second: S. Kuntz - Vote in Favor - 5 Opposed - 1. Carried

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

J. Laurien discussed variances with the Municipal Planning Commission.

5.0 OTHER DISCUSSION ITEMS

5.1 DVSS – Digital sign

The following letter was submitted to clarify information on the digital sign for placement at the DVSS.

“Nov 29 2018

Friends of Drumheller Valley Secondary School – 2-sided Electronic Sign

Our project of building an electronic sign is in conjunction with the Kaleidoscope Theater. The use of the sign will be to inform the community of events happening in and around the school, and the Kaleidoscope Theatre.

The sign is 18'-6" inches high 10'-10" wide with a depth of 8" 11/16.

The sign will be on cement piling and be wired to the school.

The controller will be in the school. The 2-sided sign will be set to dim in the evening.

The sign will be at the end of the school. Set back from the corner of 7 Ave East sidewalks edge. 48 feet back and 19 feet in. This currently is a gravelled lot adjacent to the paved lot.

The directions it will be facing is SE and NW. The reason for this placement is to be viewed from Highway 10 and 7 Ave E.

Thank you President Friends of DVSS”



6.0 Adjournment – Meeting adjourned at 2:19 pm.

Chairperson

Development Officer

Attachments: Agenda



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**Municipal Planning Commission
MINUTES
Meeting of Tuesday January 8, 2019**

Present: Darryl Drohomerski, CAO/Development Officer
Linda Taylor, Recording Secretary
Sharon Clark, Vice Chair – Chair for this meeting
Stacey Gallagher, Member
Tony Lacher, Councillor/Member
Tom Zariski, Councillor/Member
Jeff Laurien, Palliser Regional Municipal Services Representative – Senior Planner

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

Delegate(s):

1.0 CALL TO ORDER – 12:02 pm

S. Clark presented the Agenda for the January 8, 2019 meeting.

1.1 Agenda – Additions or Deletions

Deletion - none

Addition – 5.5 New Chair

1.2 Acceptance of Agenda

Motion: - T. Lacher moved to accept the agenda with the addition for January 8, 2019

Second: – S. Gallagher - Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 December 3, 2018

Motion: T. Lacher moved to accept the minutes of December 3, 2019

Second: – S. Gallager - Carried



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3.0 DEVELOPMENT PERMITS

3.1 T00258-18D – Stevenson Homes – Single Family Dwelling with Variance

D. Drohomerski presented Development Permit T00258-18D submitted by Stevenson Homes for a new construction single family dwelling with 1.5 meter variance on the front yard set back, located at 839 Bankview Drive, Drumheller on Plan 9710916; Block 8; Lot 29. Zoning is R-1 – Residential District.

D. Drohomerski advised Stevenson Homes is asking for 1.5 meter variance on the front yard set back; this home has an attached garage on the front of the home.

Municipal Planning Commission discussed the application. Discussion on the bylaw change to the front yard set back for single family dwellings with an attached garage.

Motion: T. Zariski moved to approve Development Permit T00258-18D submitted by Stevenson Homes for a new construction single family dwelling with 20 foot front yard set back, located at 839 Bankview Drive, Drumheller on Plan 9710916; Block 8; Lot 29; Lot 6.

Second: T. Lacher Vote in Favor – 2 Opposed – 2.

Motion Defeated.

Reason for Refusal

The Municipal Planning Commission denied the application for new construction single family dwelling with 1.5 meter variance on the front yard set back for the following reason(s):

1. *"Town of Drumheller Land Use Bylaw 10-08
Part VI Land Use Districts
18. R-1 – Residential District
3. Front Yard:
(b) An attached garage shall have a minimum setback distance of 7.6 m (25 ft.) from the front property line;"*

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

No discussion items brought forward.

5.0 OTHER DISCUSSION ITEMS

5.1 T00256-18D – Applicant - SEA-CAN TEMP STORAGE

This permit was submitted for discussion purposes; it was noted the applicant had a Sea-Can container in the rear yard of a residential district. As per the Land Use Bylaw 10-08, a sea-can is neither a permitted or discretionary use in the R-1 residential district.

The applicant's intent as per the email of November 30, 2018, is for temporary storage, they would like to keep the Sea-can as a shed, however if not permitted would like to keep until a shed/garage is in place.

MPC discussed Sea-cans, read through the Land Use Bylaw 10-08 and concluded the applicant should apply for development permit for a garage/shed for the property.



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5.2 CANALTA NEW SUB DIVISION – NON COMPLIANT

For discussion purposes - the new sub-division for the new construction building on site at this time did not meet the required side yard set back; they have applied for an as built side yard variance to 2.84 meters, which is within the Development Officers discretion. There is ongoing discussion in regards to the placement of the new construction strip mall on the adjacent lot.

5.3 T00255-18D - GANSTER ENTERPRISES – CAMP ISSUES

For discussion purposes before being brought forward as a development permit application for decision. Gangster Enterprises would like to re-apply for a temporary work camp in the M-2 Medium Industrial district; the original application was seen in July of 2018, denied at Municipal Planning Commission and went to Subdivision Appeal Board where approval was granted to December 31, 2018.

Bylaw and Alberta Health Services attended the site December 11, 2018, photos were taken of the site and Alberta Health submitted an email:

"These onsite trailers are used to temporarily house staff between job sites while their work trailer (the one they take to, and live in, at the job site) is being serviced (cleaned, emptied, repaired, etc.) between job sites as well. Basically the worker finishes up at the initial job site, comes back to the works yard in Drumheller, drops off his work trailer to be serviced, and stays in one of the onsite trailers until he and the work trailer are ready to go back out "in the field".

When Tom and I walked around the yard, we did not see any sewage waste spills anywhere, and the area looked relatively tidy and organized. All of the onsite trailers (there are more than 4) are connected to a subsurface sanitary sewer system, and they all appeared to be working properly. All of the sewer vaults that were previously there, have all been removed and the sewer line from each onsite trailer goes directly into the ground level sanitary sewer pipe. In my opinion, this inspection did not reveal a public health hazard to exist, and I did not see any contraventions of public health legislation either. As a result, there is no action that I can initiate regarding this matter, and I have no concerns about this works yard, at this time."

Photos were sent to safety codes officers December 18, 2018 for response.

"It looks like pipes were leaking and not supported properly on the plumbing end of it"

Gangster Enterprises submitted a response letter January 4, 2019 as requested for additional information.

MPC discussed the temporary work camp, units look to be getting hooked up in what looks to be a more permanent state. MPC inquired if the work camp had safety code permits for the temporary work camp.

5.4 T00259-18D - RIVERSIDE ESTATES (TRI POWER) – SET BACK ISSUES

For discussion purposes before being brought forward as an, as built variance for previously submitted development permits. The front yard variances and one rear yard variance are to be submitted.

MPC discussed variances, changes to the Land Use Bylaw 10-08 front yard set backs in regards to front attached garages, variances where there are side walks and the absence of side walks.



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5.5 New Chairperson

The existing Chairperson has stepped down and left the Municipal Planning Commission to pursue a new career which has required time away from Drumheller.
The election of a new Chairperson has been tabled to next meeting.
Discussion in regards to advertising for additional members, members were in favor of additional member(s).

D. Drohomerski advised the membership a new Development Officer has been hired.

6.0 Adjournment – Meeting adjourned at 2:08 pm.

Chairperson

Development Officer

Attachments: Agenda



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	DEVELOPMENT OFFICER APPOINTMENT
DATE:	January 30, 2019
PRESENTED BY:	Darryl Drohomerski, CAO
ATTACHMENT:	

SUMMARY

Tracy Breese commenced employment as the Town’s Development Officer on January 21st 2019.

In accordance with Bylaw 32.08 Section (3), Council may, by resolution appoint a Development Officer. The Town of Drumheller Land Use Bylaw 10.08 Section 3 states that “The development authority shall exercise development powers and perform duties on behalf of the municipality in accordance with Section 642 of the Municipal Government Act and may include:

Development Officer

- (a) The office of the Development Officer is hereby established, by resolution, to act on behalf of the Council in those matters delegated by this Bylaw and in such matters as Council may instruct from time to time; and
- (b) The Development Officer shall keep and maintain for the inspection of the public during all reasonable hours, a copy of this Bylaw and all amendments thereto, and keep a register of all applications for development, including the decisions thereon and the reason therefore.

The Land Use Bylaw creates the position of Development Officer and Council by resolution should appoint a person to that position. Tracy Breese has been hired in this capacity and Administration recommends that she be appointed as Development Officer.

RECOMMENDATION:

That Council approve the appointment of Tracy Breese as Development Officer.

STRATEGIC POLICY ALIGNMENT:

MOTION:

That Council approve the appointment of Tracy Breese as Development Officer.

Prepared By: Linda Handy
Executive Assistant


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



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	HERITAGE, ARTS AND CULTURE COMMITTEE APPOINTMENT
DATE:	January 30, 2019
PRESENTED BY:	Darryl Drohomerski
ATTACHMENT:	

SUMMARY

The Town of Drumheller is seeking public at large members to sit on the Heritage, Arts and Culture Steering Committee. One application has come forward from Bella Niles. Administration is recommending that Council approve the appointment of Bella Niles. There is no term of appointment assigned to this Committee.

RECOMMENDATION:

Administration recommends the appointment of Bella Niles.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that Town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan. Volunteer appointments are necessary to ensure the success of the Heritage, Arts and Culture Committee.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Good governance.

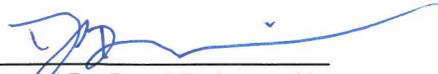
COMMUNICATION PLAN:

Board appointments are posted on the Town's website.

MOTION:

That Council approve the appointment of Bella Niles to the Heritage, Arts and Culture Committee.

Prepared By: Linda Handy,
Executive Assistant


Approved By: Darryl Drohomerski
Chief Administrative Officer



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



**APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS**

Date January 28, 2019

Board applied for Heritage, Arts and Culture

Name of Applicant Be (Bella) Niles

Full Address _____ Postal Code T0J 0Y4

Length of Residency in Town 5 years

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards Millenium Committee, Downtown
Halifax Business Commission

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

* Member of a theatre group ; * Member of a community
Samba Band ; Stage Manager for "Drum!"

* Member of committees at Dalhousie University :

① Environment ② Sexual Harrassment ③ Bursaries

Be Niles
Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

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

www.dinosaurvalley.com



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	Weed Inspector Appointment
DATE:	January 29, 2019
PRESENTED BY:	Greg Peters, Director of Protective Services
ATTACHMENT:	

SUMMARY

In accordance with the Weed Control Act, Part 2, Clause 7(1), A local authority shall appoint inspectors to enforce and monitor compliance with this Act within the municipality. Weed Inspectors shall exercise powers and perform duties on behalf of the municipality in accordance with Part 3, Inspector’s Powers and notices and may include:

- Entering land or inspect land or personal property at a reasonable time to:
 - (a) Monitor compliance with the Act; and
 - (b) To enforce an inspector’s notice.

It is recommended that Lesley Pepper be appointed as a Weed Inspector.

RECOMMENDATION:

That Council appoint Lesley Pepper as a Weed Inspector for the Town of Drumheller.

STRATEGIC POLICY ALIGNMENT:

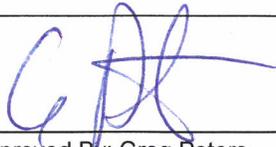
Community Standards Bylaw and the Tourism Corridor Bylaw as identified in the Municipal Strategic Business Plan.

COMMUNICATIONS STRATEGY:

<p>MOTION: Councillor _____</p> <p>That Council consider the appointment of Lesley Pepper as a Weed Inspector for the Town of Drumheller.</p> <p>Seconded: _____</p>
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Prepared By: Lana Bosch
Administrative Assistant

:



Approved By: Greg Peters
Director of Protective Services