

Town of Drumheller COUNCIL MEETING AGENDA

Monday, December 9, 2019 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta



Page

1. **CALL TO ORDER**
2. **MAYOR'S OPENING REMARK**
- 3 2.1. Council Meeting Schedule 2020
[2020 COUNCIL MEETINGS](#)
- 4 - 5 2.2. Notice of Special Council Meeting on December 16, 2019
[Notice of Special Meeting December 16, 2019](#)
3. **ADOPTION OF AGENDA**
4. **MINUTES**
- 4.1. **ADOPTION OF REGULAR COUNCIL MEETING MINUTES**
- 6 - 12 4.1.1. Minutes of Regular Council Meeting of November 25, 2015
[Regular Council Meeting of November 25, 2019 - Minutes](#)
- 4.2. **MINUTES OF MEETING PRESENTED FOR INFORMATION**
- 13 - 17 4.2.1. Municipal Planning Commission Minutes of November 7, 2019
[MPC Minutes of November 7 2019 SIGNED](#)
- 18 - 24 4.2.2. Municipal Planning Commission Meeting Minutes of November 21, 2019
[MPC Minutes of November 21 2019 SIGNED](#)
- 4.3. **BUSINESS ARISING FROM THE MINUTES**
5. **DELEGATIONS**
- 5.1. Community Dementia Day Program - Amanda Panisiak, Big Country Primary Care Network
6. **REQUEST FOR DECISION REPORTS**
- 6.1. **CAO**
- 25 - 26 6.1.1. Request for Decision - 911 Fire Dispatch Services Agreement with City of Red Deer
[RFD - Fire Dispatch Services Agreement with City of Red Deer](#)
- 6.2. **DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES**
- 27 - 29 6.2.1. Request for Decision - Prepayment of Taxes to Repeal Bylaw 19.16
[RFD - Repeal of Bylaw 19.16 Prepayment of Taxes](#)
- 30 - 32 6.2.2. Utility Rate Bylaw 18.19 to Repeal Bylaw 21.18 - First Reading
[Bylaw 18. 19 Utility Rate Bylaw \(2020\)](#)
- 33 - 57 6.2.3. Presentation of 2020 Utility Budget
[2020 Utility Budget pdf](#)
- 58 - 79 6.2.4. Presentation of 2020 Service Fees Schedule
[2020 Service Fee Schedule - proposed](#)

6.3. CHIEF RESILIENCY AND FLOOD MITIGATION OFFICER

- 6.3.1. Request for Decision - Award for Flood Mitigation Land Assembly 2019-2024 Request for Proposal
[RFD Council Award Land Services 2019-12-06 .docx](#)

6.4. DIRECTOR OF INFRASTRUCTURE SERVICES

6.5. DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES

6.6. MANAGER OF ECONOMIC DEVELOPMENT

6.7. COMMUNICATIONS OFFICER

6.8. REVIEW OF STRATEGIC PRIORITIES

7. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

8. PUBLIC HEARING TO COMMENCE AT 5:30 PM

9. PUBLIC HEARING DECISIONS

10. UNFINISHED BUSINESS

11. NOTICE OF MOTION

12. COUNCILLOR REPORTS

13. IN-CAMERA MATTERS

14. ADJOURNMENT

AGENDA ITEM #2.1.

2020 REGULAR COUNCIL MEETINGS

January 6
January 20
February 3
February 17
March 2
March 16
March 30
Tuesday, April 14
April 27
May 11
May 25
June 8
June 22
July 6
July 20
August 3
August 17
August 31
September 14
September 28
Tuesday, October 13
October 26
November 9
November 23
December 7
December 21

2020 COMMITTEE OF THE WHOLE MEETINGS

January 13
January 27
February 10
February 24
March 9
March 23
April 6
April 20
May 4
Tuesday, May 19
June 1
June 15
June 29
July 13
July 27
August 10
August 24
Tuesday, September 8
September 21
October 5
October 19
November 2
November 16
November 30
December 14



DRUMHELLER

OFFICE OF THE MAYOR



NOTICE OF SPECIAL MEETING

AS PER *THE MUNICIPAL GOVERNMENT ACT*

SECTION 194(3)

TO: All Members of Drumheller Town Council

FROM: Mayor Heather Colberg

DATE: December 6, 2019

Pursuant to Section 194(3) of the Municipal Government Act, a Special Meeting of the Council of the Town of Drumheller is to be held on Monday, December 16, 2019, in the Council Chamber at the Drumheller Town Hall, 224 Centre Street, Drumheller, Alberta, immediately following the Council Committee Meeting of the same date.

This Special Meeting will discuss the following topic:

1. Bylaw 18.19 Utility Rates – second and third reading

Heather Colberg
Mayor

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



Telephone: (403) 823-0811
Fax: (403) 823-8006
E-mail: mayor@dinosaurvalley.com

AGENDA ITEM #2.2.

**Town of Drumheller
COUNCIL MEETING
MINUTES**

November 25, 2019, 2018 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:

Heather Colberg

COUNCIL:

Kristyne DeMott

Jay Garbutt

Lisa Hansen-Zacharuk

Tony Lacher

Fred Makowecki

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER:

Darryl Drohomerski

DEPUTY CAO /DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF INFRASTRUCTURE SERVICES:

Dave Brett

DIRECTOR OF EMERGENCY AND PROTECTIVE SERVICES:

Greg Peters

COMMUNICATIONS OFFICER:

Julia Fielding

MANAGER OF ECONOMIC DEVELOPMENT:

Sean Wallace

RECORDING SECRETARY:

Libby Vant

10 CALL TO ORDER

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

20 MAYOR'S OPENING REMARK

Mayor Colberg provided her opening remarks.

30 ADOPTION OF AGENDA

M2019.310 Hansen-Zacharuk, DeMott moved to adopt the agenda as presented.

Carried unanimously.

40 MINUTES

Regular Council Meeting Minutes
November 25, 2019

40.1 ADOPTION OF REGULAR COUNCIL MEETING MINUTES

40.1.1 Regular Council Meeting Minutes of November 12, 2019

M2019.311 Zariski, Lacher moved to adopt the minutes of the Regular Council Meeting of November 12, 2019.

Carried unanimously.

40.2 MINUTES OF MEETINGS PRESENTED FOR INFORMATION

40.2.1 Municipal Planning Committee - Minutes of September 5, 2019

40.2.2 Municipal Planning Committee - Minutes of October 3, 2019

40.3 BUSINESS ARISING FROM THE MINUTES

50 DELEGATIONS

60 REQUEST FOR DECISION REPORTS

60.1 CAO

60.1.1 Bylaw 16.19 Lane Closure in East Coulee - First Reading

D. Drohomerski presented Bylaw 16.19 being a bylaw for a lane closure in East Coulee for first reading.

M2019.312 Hansen-Zacharuk, DeMott moved first reading of Bylaw 16.19 Lane Closure in East Coulee.

Carried unanimously.

60.1.2 Bylaw 17.19 Road Closure portion of 3 Street SW - First Reading

D. Drohomerski presented Bylaw 17.19 being a bylaw for a road closure for a portion of 3 Street SW.

M2019.313 Zariski, Hansen-Zacharuk moved first reading of Bylaw 17.19 Road Closure for a portion of 3 Street SW.

Carried unanimously.

60.1.3 Request For Decision - Appointments to Economic Development Committee

D. Drohomerski presented a Request for Decision for the appointment of two volunteers to the Economic Development Advisory Committee, Terri Murray and Brian Yanish.

M2019.314 Makowecki, Lacher moved to approve the appointments of Terri Murray and Brian Yanish to the Economic Development Advisory Committee for three year terms expiring in 2022.

Carried unanimously.

Regular Council Meeting Minutes
November 25, 2019

60.1.4 Bylaw 12.19 Rezoning Application for 1114 Newcastle Trail Second and Third Readings (After the Public Hearing)

After the Public Hearing, D. Drohomerski presented Bylaw 12.19 for the rezoning of 1114 Newcastle Trail from R-4 to R-2.

M2019.319 Zariski, DeMott moved to approve second reading of Bylaw 12.19 Rezoning Application for 1114 Newcastle Trail.
Carried unanimously.

M2019.320 Garbutt, Hansen-Zacharuk moved to approve third reading of Bylaw 12.19 Rezoning Application for 1114 Newcastle Trail.
Carried unanimously.

60.2 DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES

60.3 DIRECTOR OF INFRASTRUCTURE SERVICES

60.4 DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES

60.4.1 Request for Decision - Purchase of One (1) Quint Aerial Fire Truck

G. Peters presented a Request for Decision for the purchase of one Quint Aerial Fire Truck. In response to a question from Council, B. Miller advised that the most logical means to make up for the price short fall for this purchase would be to take it out of Municipal Sustainability Initiative (MSI) funding. Councillor Garbutt asked about the delivery time on the purchase; G. Peters responded that the vehicle would be ready for delivery within nine months of purchase. Councillor Garbutt asked if Administration was sure that this purchase was the place to cut the proposed \$ 47, 000.00 for fire protection. G. Peters advised that he asked this question of himself, the Fire Chief and other fire protection members and it was unanimously agreed that this was the best choice. Councillor Garbutt asked if the Fire Chief were in attendance today, would he be in agreement with the recommendation; G. Peters stated that he believed the Fire Chief would be in agreement. Discussion took place on the specifications, axles and weight of the proposed vehicle as well as how the old aerial and tanker trucks will be retired and dispersed. Further discussion took place on the proposed vehicle's warranties and life expectancy and staff training for its operation. G. Peters advised that the proposed vehicle comes with a cold weather package and the operational training will take place in Drumheller, the cost of which is included in the price.

M2019.315 Zariski, Hansen-Zacharuk moved to approve award of the contract for the supply and delivery of one (1) 2019 Quint Aerial platform fire apparatus unit to Commercial Emergency Equipment Company of Calgary, Alberta, for \$1,316,841.00 with the total amount, including the over expenditure, to be funded through MSI.
Carried unanimously.

60.5 MANAGER OF ECONOMIC DEVELOPMENT

60.6 COMMUNICATIONS OFFICER

60.7 REVIEW OF STRATEGIC PRIORITIES

70 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

80 PUBLIC HEARING TO COMMENCE AT 5:30 PM

80.1 By-Law 12.19 Rezoning Application for 1114 Newcastle Trail

Mayor Colberg called the Public Hearing to order at **5:36 PM** and stated the purpose of the meeting: to consider Bylaw 12.19 being a bylaw to amend Land Use Bylaw 10.08 for the Town of Drumheller to redesignate Plan 3065 FA Lots 5-6 in the Town of Drumheller from R-4 (Residential District) to R-2 (Residential District).

Mayor Colberg asked if there were members of the public who wished to speak on the matter – there were none.

Mayor Colberg asked for a summary report on the matter from Palliser Regional Municipal Services. D. Diano provided the following report:

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

Background Information:

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

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

Land Use Considerations:

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

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

Regular Council Meeting Minutes
November 25, 2019

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

Process- Statutory Requirements for Advertising:

The bylaw was granted first reading by Council on October 28, 2019. A Public Hearing Date was set for November 25, 2019, providing an opportunity for those individuals who deem themselves affected by the proposed amendment to address council.

Administration confirmed that newspaper advertising for the Public Hearing was completed in accordance with Sec. 606 (2) of the MGA which requires notice of the bylaw to be published at least once per week, for two consecutive weeks in the local paper prior to the Public Hearing date.

Additionally, notices of the proposed bylaw were sent directly to external referral agencies and property owners within 60 metres of the property, providing an opportunity for those who may be affected to comment on the proposed rezoning. At the time of writing of this staff report, to Palliser's knowledge, there have been no objections or concerns made in regard to the proposed bylaw.

Recommendation:

Palliser Regional Municipal Services has no concerns with the proposed rezoning of the subject property as presented. Therefore, it is recommended Town Council approve Bylaw 12.19.

Mayor Colberg asked the secretary if any written submissions were received – there were none.

Mayor Colberg asked for questions from Council:

Councillor Garbutt asked how the property got zoned as R-4 originally. D. Diano responded that Palliser Regional Municipal Services could not locate any background information to confirm this, but felt that perhaps at the time Council and the Municipal Planning Commission foresaw higher density for that area. D. Drohomerski advised that he understood it was rezoned because of the potential for a small apartment but the landowners never proceeded. Councillor Zariski asked for clarification of the bylaw under Section B (2). D. Diano responded that this section means that any decision made by the Development Officer when issuing a Certificate of Compliance is based solely on information contained in the Real Property Report provided by the surveyor; the Town has not conducted a property inspection.

M2019.318 Lacher, Zariski moved to close the public hearing at **5:44 PM**.

Carried unanimously.

90 PUBLIC HEARING DECISIONS

100 UNFINISHED BUSINESS

Regular Council Meeting Minutes
November 25, 2019

110 NOTICE OF MOTION

120 IN-CAMERA MATTERS

M2019.316 DeMott, Lacher moved to go into a Closed Meeting at **5:03 PM**.

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

M2019.317 Zariski, DeMott moved to revert back to a Public Meeting at **5:29 PM**.
Carried unanimously.

M2019.321 Garbutt, Hansen-Zacharuk moved to return to a Closed Meeting at **5:45 PM**.
Carried unanimously.

M2019.322 Garbutt, DeMott moved to revert back to a Public Meeting at **7:15 PM**.
Carried unanimously.

60.1.5 Bylaw 15.19 Designated Resiliency and Flood Mitigation Office – Second and Third reading

M2019.323 Garbutt, Hansen-Zacharuk moved to approve second reading of Bylaw 15.19 Designated Resiliency and Flood Mitigation Office. Friendly amendment Garbutt: under Program Secretariat change *V. attend and chair Advisory Committee Meetings and record the minutes of those meetings to:*

V.

- I. Establish an Advisory Committee which will become familiar with the DRM Program and its projects and initiatives and to provide input, comment and advice to the CRFM. It will include two members of Council, the Town CAO and members of the Town's management team (as needed) and the Town Solicitor. The Mayor would be an ex officio member of the Committee, and;
- II. The CRFM shall attend and chair Advisory Committee meetings and record the minutes of those meetings

Carried unanimously.

M2019.324 Hansen-Zacharuk, Zariski moved to approve third reading of Bylaw 15.19 Designated Resiliency and Flood Mitigation Office.
Carried unanimously.

Councillor Garbutt stated that this bylaw is an important step forward in the Town's Flood Mitigation Project.

M2019.325 Zariski, Lacher moved that Council appoint Darwin Durnie, principal of darwindurnie consulting corporation, as Chief Resiliency and Flood Mitigation Officer pursuant to Bylaw No. 15.19.

Regular Council Meeting Minutes
November 25, 2019

Carried unanimously.

Councillor Zariski noted that Council has chosen a person as the Chief Resiliency and Flood Mitigation Officer who is capable, responsible and knows the valley and will do what is best for the community.

M2019.326 DeMott, Hansen-Zacharuk moved to return to a Closed Meeting at **7:25 PM**.

Carried unanimously.

120.2 Labour Matter - CAO Annual Performance Review (*FOIPP Section 17
Personal Privacy*)

M2019.327 Hansen-Zacharuk, Lacher moved to return to a Public Meeting at **7:58 PM**.

Carried unanimously.

130 ADJOURNMENT

M2019.328 DeMott, Lacher moved to adjourn the meeting at **7:59 PM**.

Chief Administrative Officer

Mayor



DRUMHELLER

COMMUNITY SERVICES



Municipal Planning Commission
Minutes
Meeting of Thursday November 7, 2019 at 12.00 pm
Town Hall Council Chambers

PRESENT:

CAO, Darryl Drohomerski,
Economic Development Manager, Sean Wallace
Vice Chair, Sharon Clark
Councillor/Member, Tony Lacher
Councillor/Member, Tom Zariski
Member, Stacey Gallagher
Member, Scott Kuntz
Member, Andrew Luger
Member, Shelley Rymal
Recording Secretary, Dori Appleton

ABSENT:

Development Officer, Tracy Breese - Regrets
Recording Secretary, Linda Taylor - Regrets

Delegate(s):

1.0 CALL TO ORDER

T. Zariski called the meeting to order at 12.01 pm

1.1 Agenda – Addition, Deletions or Amendments

Addition – none
Deletion – none
Amendment – none

1.2 Acceptance of Agenda

Motion: moved by T. Lacher, S. Clark to accept the agenda for November 7th 2019 as presented

Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 Presentation of minutes from October 3rd 2019

Motion: moved by S, Clark, S. Gallagher to accept the minutes of October 3rd 2019

Carried

D. Drohomerski announced he is acting as the Development Officer for the next 2 meetings dates of November 7th 2019 and November 21st 2019.

3.0 Summary of Development Permits

3.1 Request for Decision - T00122-19D – sign(s) DT zoning

Presented Development Permit T00122-19D – sign(s) DT zoning submitted by Applicant for a variance to maximum number of signs from 1 to 2 DT – Downtown Transition District 242 1 Street West.

Recommended Action: The Municipal Planning Commission consider approval of Development Permit T00122-19D for 2 signs with the following conditions:

1. Shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Signs shall conform to the Town of Drumheller community Standards Bylaw.
3. Placement, components and appearance of sign as per application. Any change(s) that departs from the description in the application or from any condition or restriction imposed, requires prior approval from the Development Authority.
4. Developer shall ensure authorization is obtained from property owner prior to sign placement.
5. Any/all Safety Codes Permits to be obtained prior to the installation of the sign.
6. Contractor(s) to have a valid Business License with the Town of Drumheller.
7. Appearance of sign shall be maintained to the satisfaction of the Development Authority.
8. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
9. All Signs shall be removed if the business ceases operations or the use of the site is terminated.

Motion: moved by S. Rymal, A. Luger to approve the presented Development Permit T00122-19D – sign(s) DT zoning submitted by Applicant for a variance to maximum number of signs from one (1) to two (2) DT – Downtown Transition District 242 1 Street West.

Carried

3.2 Request for Decision - T00123-19D Bottle Depot

Presented Development Permit T00123-19D Bottle Depot – Replacing existing Building on adjacent lot M-1 Light Industrial District 118,120,122 7th Avenue SE

Recommend Action: That the Municipal Planning Commission consider approval of Development Permit T00123-19D Bottle Depot – Replacing existing Building on adjacent lot M-1 Light Industrial District 118,120,122 7th Avenue SE, with the following conditions:

1. Shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Signs shall conform to the Town of Drumheller community Standards Bylaw.

AGENDA ITEM #4.2.1.

3. Development shall conform to any/all Municipal, Provincial and Federal regulations. Guidelines and/or legislation that may apply.
4. Development shall conform to Alberta Building Codes and Fire Codes. Prior to occupancy confirmation from the Local Fire Authority that the building may be occupied for such purposes.
5. If the holder of the permit/property owner wishes to make any changes in the proposed development, occupancy or additions to same from application as approved, the holder of the permit must first obtain permission of the Development Office/Municipal Planning Commission. An additional development permit may be necessary.
6. Proper placement of foundation walls – as per application – to be determined by a Registered Alberta Land Surveyor. Real Property Report to be provided to the Town of Drumheller for verification and upon completion.
7. All necessary Safety Codes Permits (building, electrical, gas, plumbing and private sewage.) to be in place prior to any construction /installations.
8. Make provisions for installation of water services and meter as per the Town of Drumheller water/sewer bylaw at the expense of the owner/applicant.
9. Offsite levies to be paid prior to the issuance of Safety Codes permits.
10. External finished appearance of site to the satisfaction of the development Officer/Municipal Planning Commission.
11. Ensure grading allows for all surface water to drain from the site and does not adversely affect neighboring properties.
12. All necessary Safety Codes Permits (building, electrical, gas, plumbing, private sewage.) to be in place prior to any construction/installations.
13. Any/all local improvements or upgrades required for development are at the owner/applicant's expense. All local improvements, and construction thereof, must be approved by the Town of Drumheller including, but not limited to, approaches, driveways, frontage charges, water/sewer, etc. Please contact 403-823-1330 for approval and specification prior to installation.
14. Landscaping to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Officer-Municipal Planning Commission.
15. Development permit is required for signage placement and made under a separate application prior to placement.
16. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares including lanes.
17. No outside storage of material and equipment.
18. Sites abutting a residential district shall be screened from the view of the residential district to the satisfaction of the Municipal Planning Commission.
19. Contractor and subcontractors to have a valid business license with the Town of Drumheller.
20. Annual Business License(s) is required for each separate business.
- 21. Removal/demolition of existing Bottle Depot within 90 days of occupancy of new building.**
- 22. Subdivision to be completed and endorsed before the construction of an addition development (Phase 2).**

Motion: moved by S. Clark, A. Luger to approve the presented Development Permit T00123-19D Bottle Depot – Replacing existing Building on adjacent lot M-1 Light Industrial District 118,120,122 7th Avenue SE

Carried

There was a suggestion that the Clause in the development permit be added, that once the new building is built the old pre-existing building be demolished.

Lorelei Martin Executive Director from D.A.R.T.S was present and stated that the pre-existing building will be demolished once the new building is built and operational.

3.3 T00128-19D – Canadian Badlands Passion Play – addition

D. Drohomerski - Presented an application for a Development Permit in the name of Canadian Badlands Passion Play for the addition of an Event Hall to their existing facility.

It was noted that the facilities are covered by a lease agreement between the Town of Drumheller and the applicant

Additionally, it was also noted that construction was started prior to the approval of a development permit and building permit.

The addition to the Event Hall is approved with the following conditions:

CONDITIONS

1. Development shall conform to Town of Drumheller Land Use By-Law 10-08
2. Development shall conform to the Town of Drumheller Community Standards Bylaw.
3. Development shall conform to any/all Municipal, Provincial and Federal regulations, guidelines and/or legislation that may apply.
4. Development shall conform to Alberta Building Codes and Fire Codes. Prior to occupancy confirmation from the Local Fire Authority that the building may be occupied for such purposes.
5. If the holder of the permit/property owner wishes to make any changes in the proposed development, occupancy or additions to same from application as approved, the holder of the permit must first obtain permission of the Development Office/Municipal Planning Commission. An additional development permit may be necessary.
6. Proper placement of foundation walls – as per application – to be determined by a Registered Alberta Land Surveyor. Real Property Report to be provided to the Town of Drumheller for verification and upon completion.
7. All necessary Safety Codes Permits (building, electrical, gas, plumbing and private sewage.) to be in place prior to any construction/installations.
8. Offsite levies to be paid prior to the issuance of Safety Codes permits.
9. External finished appearance of site to the satisfaction of the development Officer/Municipal Planning Commission.
10. Ensure grading allows for all surface water to drain from the site and does not adversely affect neighbouring properties.
11. Any/all local improvements or upgrades required for development are at owner/applicants expense. All local improvements, and construction thereof, must be approved by the Town of Drumheller including, but not limited to, approaches, driveways, frontage charges, water/sewer services, etc. Please contact 403.823.1330 for approval and specifications prior to installation.
12. Landscaping to be in accordance with Policy #C04-02 and Land Use By-Law 10-08 and to the satisfaction of the Development Officer/Municipal Planning Commission.
13. Development permits is required for signage placement and made under a separate application prior to placement.
14. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares including lanes.
15. No outside storage of material and equipment.
16. Sites abutting a residential district shall be screened from the view of the residential district to the satisfaction of the Municipal Planning Commission.
17. Contractor and subcontractors to have a valid business license with the Town of Drumheller.
18. Annual Business License(s) is required for each separate business.

AGENDA ITEM #4.2.1.

Motion: moved by T. Lacher, second by; S. Clark to approve the presented Application for Development at the Canadian Badlands Passion Play site, for construction of an addition to the existing Event Hall.

- Its noted that Shelley Rymal is abstaining her vote from this Motion.
- A letter will be sent to the Passion Paly with regards to the Committee decision.
- There was a suggestion and a discussion with regards to the development permit fees
 - Recommendation that the cost of the development permit be doubled in value from \$325.00 to \$650.00; due to construction starting prior to obtaining an approved development permit.
- Discussion in regards to the new design presented to the Municipal Planning Commission, there are no new washrooms being built in this phase. T. Zariski will have a discussion with the Passion Play.

Amendment to Motion: moved by A. Luger that the Development Officer raise the cost of the permit fees from \$325.00 to \$650.00.

Carried.

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

4.1 Introduction of Ross Rawlusyk, Interim Planner for Palliser Regional Municipal Services

Introduction of Tim Fox as acting CAO for Palliser Regional Municipal Services for a 3-month interim.

5.0 OTHER DISCUSSION ITEMS

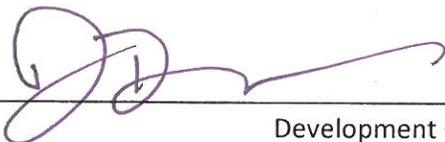
6.0 NEXT MEETING DATE – November 21st 2019 at 12.00 pm Town of Drumheller in Council Chambers

7.0 ADJOURNMENT

Motion: moved by T. Lacher, S. Gallagher to Adjourn the meeting at 12.56 pm.



Chairperson



Development Officer

Attachments:
Agenda



DRUMHELLER

COMMUNITY SERVICES



Municipal Planning Commission MINUTES

Meeting of Thursday, November 21, 2019

Present: Darryl Drohomerski, CAO/Development Officer – exited at 1:20 pm
Linda Taylor, Recording Secretary
Tom Zariski, Chair - Councillor/Member
Sharon Clark, Vice Chair
Tony Lacher, Councillor/Member
Scott Kuntz, Member
Shelley Rymal, Member
Andrew Luger, Member
Devin Diano, Palliser Regional Municipal Services Representative – Planner

Absent: Stacey Gallagher, Member – Regrets
Sean Wallace, Economic Development Manager - Regrets
Tracy Breese – Development Officer

Delegate(s):

1.0 CALL TO ORDER – 12:06 pm

T. Zariski presented the Agenda for the November 21, 2019 meeting.

1.1 Agenda – Additions, Deletions or Amendments

Addition - none

Deletion - none

Amendment – none

1.2 Acceptance of Agenda

Motion: - S. Rymal moved to accept the agenda for the November 21, 2019 agenda

Second: – S. Kuntz - Carried

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 November 7, 2019

Motion: T. Lacher moved to accept the minutes of November 7, 2019

Second: – S. Rymal

Minutes are tabled to the Next scheduled meeting December 5, 2019

2.2 Summary of Development Permits

Motion: S. Kuntz moved to accept the Summary of Development Permits

Second: – S. Clark - Carried



3.0 DEVELOPMENT PERMITS

3.1 T00124-19D – Applicant – Placement of accessory building

D. Drohomerski presented Development Permit T00124-19D submitted by Applicant for a placement of accessory building located at 1201 1 Avenue NW, Drumheller on Plan 9813172; Block 10; Lot 13. Zoning is R-1 – Residential District.

D. Drohomerski advised the applicant would require a variance on the size of shed, as well as a relaxation on the set back from the shed to the house. The applicant noted the current siting of the shed was temporary as it was delivered earlier than expected. A circulation was mailed out to the neighbouring properties for comments; no comments were received prior to this MPC meeting.

Town of Drumheller – Land Use Bylaw 10-08

"Accessory Buildings & Uses

- (a) *A structure which is attached to the principal building by a roof, a floor or a foundation is not an accessory building, it is to be considered a part of the principal building.*
- (b) *An accessory building shall not be used as a dwelling.*
- (c) *An accessory building shall be located at least 2 m (6.1 ft.) from any principal building.*
- (d) *On corner lots, the distance between an accessory building and the street flanking the lot shall not be less than the side yard requirement for the principal building in that particular land use district.*
- (e) *No accessory buildings or uses shall be located in the front yard of a residential district. The Development Authority may permit the development of an accessory building and/or use in the front yard under special circumstances dictated by site conditions.*
- (f) *Accessory Buildings - Portable shall be considered a discretionary use in residential land use districts and shall adhere to the following requirements:*
 - (i) *clearances to property lines and other structures including fences a minimum of 3 metres (10 ft.);*
 - (ii) *not to exceed 17.84 sq. m. (192 sq. ft.) in area;*
 - (iii) *shall be a minimum 3 metres (10 ft.) from flammable material or vegetation.*

Relaxation/ Variance of Development Standards

- (6) *The development officer may vary/ relax minimum or maximum requirements within residential land use districts of up to 10% of the Land Use Bylaw requirement or defer a decision on relaxation to the Municipal Planning Commission;*
- (7) (a) *The Municipal Planning Commission at its discretion may relax the minimum requirements or maximum limits in any land use district beyond the standards outlined in the Land Use Bylaw up to 20% if in the opinion of the Municipal Planning Commission the proposed development would not:*
 - (i) *unduly interfere with the amenities of the neighborhood;*
 - (ii) *materially interfere with or affect the use, enjoyment or value of the neighboring properties; and*
 - (iii) *the proposed development conforms with a land use prescribed for that land or building in this Bylaw; and*
 - (iv) *side yards in a residential land use district shall not be less than 1.2m (4 ft.) unless the proposed development is determined to be consistent with the neighbourhood and appropriate fire rating and building code considerations are provided.*



DRUMHELLER

COMMUNITY SERVICES



- (b) *Notwithstanding the above, the Municipal Planning Commission, at its discretion, may relax the minimum requirements or maximum limits beyond 20% in the following situations and in accordance with the following criterion:*
- (i) *a proposed subdivision; the minimum requirements for existing buildings may be relaxed to allow the subdivision of the lot, if the subdivision would not increase any non conformity and/or may allow redevelopment in the future.*
 - (ii) *an addition to an existing residential development in an established area; the minimum requirements may be relaxed if the proposed development would be compatible with existing developments in the surrounding area and will not unduly interfere with the amenities of the neighbourhood.*
 - (iii) *a proposed development on a vacant parcel registered in the Land Titles Office prior to 1967; the minimum requirements may be relaxed greater than the standards outlined in Section 9(7)(a), provided the proposed setback is compatible with existing buildings on adjacent lots and will not unduly interfere with the amenities of the neighborhood.*
 - (iv) *The minimum site area or lot width may be relaxed on an existing non-conforming lot where the proposed development is otherwise in accordance with the Land Use Bylaw and any other Provincial or municipal regulations.*
 - (v) *in a laneless subdivision, relax the minimum 10 ft. side yard requirement based on evaluation of each individual development provided the minimum side yard requirement of 1.2m (4 ft.) is met.*
 - (vi) *Test for Criteria:*
 - (i) *the proposed development would not unduly interfere with the amenities of the neighbourhood or materially interfere with or affect the use, enjoyment or value of neighbouring properties; and*
 - (ii) *the proposed development conforms with a use prescribed by this Bylaw for that land or building; and*
 - (iii) *the proposed use or development conforms to the purpose and intent of the Land Use District; and*
 - (iv) *consideration of whether granting the relaxation would make the proposed development incompatible with existing developments or uses; and*
 - (v) *must take into consideration the future land uses of the parcel and surrounding area as depicted in any statutory plans of the municipality."*

Municipal Planning Commission discussed the application. It was noted that it was a nice looking shed and seemed to comply with the architectural controls set out for Marshall Estates. Discussion on the shed size and the set backs.

Motion 1: T. Lacher moved to approve the size variance to 33.5 square meters as presented on Development Permit T00124-19D submitted by Applicant for a placement of accessory building located at 1201 1 Avenue NW, Drumheller on Plan 9813172; Block 10; Lot 13, subject to the following conditions:

Second: S. Kuntz – Vote: 5 in favour, 1 opposed.

Motion 2: S. Kuntz moved to approve the placement of the accessory building with set backs being met as per the Land Use Bylaw, 2 meters from a principal building and .91 meters from side yard on Development Permit T00124-19D located at 1201 1 Avenue NW, Drumheller on Plan 9813172; Block 10; Lot 13, subject to the following conditions:

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw (16-10).
3. Placement of construction as noted; 2 meters from a principal building and .91 meters from side yard.
4. Height of accessory building as per plans submitted.
5. Placement to be in accordance with the Alberta Building Code.



DRUMHELLER

COMMUNITY SERVICES



6. All necessary permits (building, electrical, gas, etc.) to be in place prior to construction/installations.
7. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services. (Call 823.1330 for the regulations).
8. Exterior finished appearance of the proposed construction to be compatible with that of existing development and to the satisfaction of the Development Authority.
9. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Authority. An additional development permit may be necessary.
10. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
11. Contractor(s) to have a valid Business License with the Town of Drumheller.
12. Contact Alberta One-Call to request that buried utilities be located and marked before final placement; secondary utilities are the property owners responsibility. 1-800-242-3447 Alberta One-Call.
13. **A site plan with detailed measurements is to be submitted to the Development Authority for approval before final placement of the accessory building.**
14. **Final placement of the accessory building is to be completed by April 30, 2020.**

Second: S. Kuntz – Carried.

3.2 T00130-19D – Royal Den – Addition of services

D. Drohomerski presented Development Permit T00130-19D submitted by Royal Den for the addition of services to existing business located at 10 3 Avenue West, Drumheller on Plan 3099AD; Block 24; Lot 9 & 10. Zoning is C-B – Central Commercial District.

D. Drohomerski advised Royal Den would be renting space to a business that would be offering additional services that would include sclerotherapy, aesthetic injections including Botox, dysport and dermal fillers. Royal Den already offers hair salon and esthetics, as well they are licensed with AGLC. The health inspector has been to the site and noted the space should do an addition of a sink, the submitted drawings note the future addition of a sink as requested.

Municipal Planning Commission discussed the application.

Motion: S. Rymal moved to approve Development Permit T00130-19D submitted by Royal Den for the addition of services to existing business located at 10 3 Avenue West, Drumheller on Plan 3099AD; Block 24; Lot 9 & 10, 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 Health Authority. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Health Authority.
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



DRUMHELLER

COMMUNITY SERVICES



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. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
10. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. Separate containment must be provided for the disposal and recycling of cardboard materials.
11. Waste materials from injections to be stored and disposed of according to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
12. Annual Business License is required.

Second: T. Lacher – Carried.

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

D. Diano from Palliser Regional Municipal Services presented the subdivision as follows:

FILE No. 80/155 **PRMS No.** 2019-027 **PROPOSAL:** To create two parcels

LOCATION: At the southwest corner of Red Deer Lane, and Red Deer Avenue in Drumheller (Nacmine).

LEGAL DESCRIPTION: Lot 1, Block D, Plan 3686 J.K. in NW ¼ S 8-29-20-4

APPLICANT: Michael and Amy Yavis

OWNERS: Michael and Amy Yavis

AGENT: Bill Hunter

TITLE AREA: 0.32 hectares (0.79 acres)

PROPOSED SUBDIVISION AREA: 0.182 Ha. (0.45 ac.), and 0.136 Ha. (0.34 Ac.).

NUMBER OF PROPOSED PARCELS: A total of two (2).

EXISTING USE: Existing house on property to be contained within one of the proposed lots and an existing detached garage to be contained on the other parcel.

PROPOSED USE: Residential

LAND USE CLASSIFICATION: Residential (R-1)

RESERVE STATUS: None required.

CIRCULATION: No external agencies have expressed any concerns.

STAFF COMMENTS:



DRUMHELLER

COMMUNITY SERVICES



Purpose: The purpose of this subdivision is to create a total of two (2) Residential zoned lots ranging in size from 0.136 ha. to 0.182 ha. for the purpose of developing two (2) single-family residences (one on each lot).

Proposed Area Features: One of the proposed lots will contain the existing single-family home on the subject property and the other is to contain the existing detached garage.

Surrounding Area Features: The subject property is bordered on three sides by existing residential development (R-1, and MHR) and on the south side by Hunter Drive/South Dinosaur Trail (Highway 575).

Access: Access to the proposed parcels are to be via public roads in Drumheller.

Land Use Considerations:

This subdivision application will create a separate parcel upon which the existing detached garage exists, and the applicants wish for this garage to remain on this parcel as the only development (no primary development/main building) on the lot.

Part 1, Purpose & Definitions of the Land Use Bylaw (LUB) defines an Accessory Building, which the detached garage is considered: *means a building separate and subordinate to the principal building, the use of which is incidental to that of the main building and is located on the same parcel of land.* Given this definition, the detached garage, as proposed in this subdivision application, would not be consistent with this section of the LUB.

However, the R-1 Residential District does allow Accessory Buildings and uses as a permitted use, and the existing building would otherwise comply with the requirements of the Land Use Bylaw.

The applicant has suggested that he would prefer to leave the existing garage on the propose new lot rather than moving or demolishing it. He has asked that if the Town's Bylaw requires this interpretation that the MPC consider some relief by allowing the garage to remain for a sufficient length of time to enable a house to be constructed, and he suggested two years after the subdivision is registered. The existing garage, while not in great condition, would be an asset during the construction of a residence on the property.

PRMS finds that this subdivision application is consistent with all relevant regulations including the Town of Drumheller Land Use Bylaw and Municipal Development Plan if conditioned as recommended below.

Title Encumbrances: There do not appear to be any encumbrances that affect the proposed subdivision area.

STAFF RECOMMENDATION:

That the application be approved with the following conditions:

- (1) Registration of the Subdivision by means suitable to the Registrar of the Land Titles Office, [Section 81 and 89 of the Land Titles Act] after endorsement of the subdivision.
- (2) All outstanding taxes to be paid to the municipality, [Section 654 (1)(d) of the Municipal Government Act] prior to endorsement of the subdivision.
- (3) Concurrent registration of utility easements and right-of-ways as required by relevant authorities [Section 654(1)(a) of the Municipal Government Act] prior to endorsement of the subdivision.
- (4) The existing detached garage be made consistent with all pertinent regulations including the Land Use Bylaw and be removed from the proposed parcel it would currently be located on with the approval/registration of this subdivision prior to this subdivision being endorsed.



DRUMHELLER

COMMUNITY SERVICES



MUNICIPAL RECOMMENDATION:

PRMS recommends that MPC support PRMS' recommendation above and pass a motion to this effect.

Motion: T. Lacher moved Municipal Planning Commission support Palliser Regional Municipal Services recommendation as presented with the conditions as noted.

Second: S. Clark – Carried.

5.0 OTHER DISCUSSION ITEMS

6.0 NEXT MEETING DATE – December 5, 2019

7.0 ADJOURNMENT – 1:30 PM
Meeting adjourned by A. Luger
Second: S. Kuntz

Chairperson

Development Officer

Attachments: Agenda



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	Fire Dispatch Services Agreement Renewal
DATE:	December 3, 2019
PRESENTED BY:	Darryl Drohomerski, C.E.T., Chief Administrative Officer
ATTACHMENT:	Proposed Agreement

SUMMARY

The City of Red Deer has provided the Town of Drumheller with fire dispatch services since 2002. The most recent agreement between the Town of Drumheller and the City of Red Deer will expire on December 31, 2019. Over the term of the existing agreement the level of service has been excellent.

A new contract proposal has been presented by the City of Red Deer for Council's consideration and approval. The term of the agreement is five years, with an option to cancel at any point within the five years by providing six months' written notice. Agreement extensions may be made for up to five further years with unlimited repeats that can be made if amenable to both parties. Pricing would be agreed upon within twelve months prior to contract expiration.

RECOMMENDATION:

Administration recommends entering into a new contract with the City of Red Deer for 2020 to 2024 with an option to extend if mutually agreeable.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

The proposed service agreement with the City of Red Deer for fire dispatch services places the responsibility on the experts – the City of Red Deer Communications Centre. This includes the necessary technology, staffing levels and dispatch training requirements. The City of Red Deer continues to invest in these areas to ensure exceptional services.

As our existing service provider, communications centre staff have a good relationship with our responders and are familiar with our geographical area, level of service, etc.

Economies of scale are a benefit enjoyed through a service agreement. The Town of Drumheller could not provide its own fire dispatch services for the per capita rate charged in the City of Red Deer's proposed agreement.

FINANCIAL IMPACT:

The cost for fire dispatch services is recorded in the annual operating budget. The cost for 2020 is \$20,275.00, which is an increase of 2.8% over 2019 per capita charges.

Request for Decision
Page 2

Operating Costs based on a population of 7,982:

2020 – \$ 20,274.28 (\$ 2.54 per capita) (3.1%)

2021 – \$ 20,912.84 (\$ 2.62 per capita) (3.0%)

2022 – \$ 21,551.40 (\$ 2.70 per capita) (3.0%)

2023 – \$ 22,189.96 (\$ 2.78 per capita) (2.9%)

2024 – \$ 22,828.52 (\$ 2.86 per capita) (2.8%)

STRATEGIC POLICY ALIGNMENT:

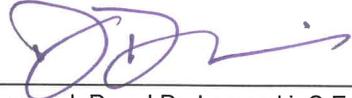
Good governance and protection of people and property.

MOTION:

That Council authorize the Chief Administrative Officer to enter into an agreement with the City of Red Deer for the provision of Fire Dispatch Services for January 1, 2020 to December 31, 2025 with the option for extensions if mutually agreed upon.

Prepared By: Libby Vant,
Senior Administrative Assistant

Reviewed By: Greg Peters
Director of Emergency and
Protective Services


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



TITLE:	Repeal of Bylaw 19-16 Prepayment of Taxes
DATE:	November 27, 2019
PRESENTED BY:	Barbara Miller, CPA, CGA, CLGM
ATTACHMENT:	Bylaw No. 19-16 Prepayment of Taxes

SUMMARY

Administration is requesting Council give consideration to repealing Bylaw No. 19-16 known as the Prepayment of Taxes Bylaw.

BACKGROUND

Bylaw No. 19-16 Prepayment of Taxes provides for a prepayment bonus to be applied on any amounts paid against the current year's taxes on or before the end of January (1.25%) or the end of February (1%).

In 2016, administration completed a review of the Prepayment of Taxes program, which included an analysis of the financial implications, who the program largely affected and the current best practices around discounts for pre-payment of property tax.

At the time of the review, the Prepayment of Taxes program had been in place for eighteen (18) years. Items noted during the review included the following;

- program operating expense was \$25,450 in 2016 (\$107,250 over 5yrs). Elimination of the program would result in a reduction in the annual operating budget request or alternatively, enable these resources to be allocated elsewhere to enhance existing or create new programs/services;
- the prepayment rates of 3.5% and 3% defined in the bylaw were significantly higher than the 0.70-1.05% interest rate the Town was able to obtain;
- prepayment bonus was being applied against ASFF and Senior Foundation levies which are requisition amounts and are fully remitted to the requisitioning parties;
- program could be viewed as socially inequitable given those who, on a purely financial perspective, could benefit the most from a reduced property tax, would most likely not have the means or access to the funds needed to pay their annual tax levy in advance;
- current cash flow/financial position of the Town was good, eliminating any need to manage cash flow challenges through early payment incentives;
- of 19 Towns/Cities in Alberta surveyed, Camrose was the only community that offered early payment discount and at a rate of 1.5% January 31st.

Based on the findings, a request for decision was brought forward recommending changes to the program. Subsequently, Council repealed Bylaw no. 5.98 through adoption of Bylaw no. 19-16 Prepayment of Tax Bylaw. Updates to the bylaw included a reduction in the prescribed prepayment bonus rates and restriction of the application of the discount to the municipal levy only.

Since the adoption of Bylaw no. 19.16 and the reduced discount rates came into effect the following has been noted;

- operating expense for 2019 is \$3,239
- reduced prescribed rates has resulted in fewer and fewer ratepayers accessing the program as evidenced in the decline in annual expense (\$5,110 – 2017, \$3,257 – 2018),
- it was discovered that system limitations would not enable automation of the prepayment bonus calculation rate on the municipal levy only. As a result, each prepayment bonus requires manual calculation and payment application against the account. This constraint is most likely the reason that discounts were previously applied to requisition amounts levied for school and seniors care.

RECOMMENDATION:

Administration recommends cancellation of the Prepayment of Taxes program by way of repeal of Bylaw no. 19.16

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

Options include

- cancellation of the program
- reduction in the prescribed prepayment rates or
- remain status quo

Benefits

Currently, the annual operating budget includes an expense provision of \$5,000 to fund the Prepayment of Taxes program. For the most part, this program benefits a few ratepayers. Elimination of the program would result in the provision being re-allocated to another program or service or see a reduction in the municipal requisition, which benefits all ratepayers.

Disadvantages

Elimination of this program will negatively affect those ratepayers who have enjoyed the financial benefit of the prepayment bonus, in particular any who may be holding multiple parcels that have been accessing the program. The backlash from the few may be sharp but most likely short lived and be erroneously communicated by those ratepayers as a tax increase.

FINANCIAL IMPACT:

The budget impact is a reduction of \$5,000. With increased pressure on programs and services combined with reduced provincial funding, although small, a reallocation of the \$5,000 will benefit another budget line item.

STRATEGIC POLICY ALIGNMENT:

COMMUNICATION PLAN:

If repealed, a media release will be issued prior to the year end, that will include details of and encouragement to join our monthly payment plan alternative.

MOTION: Councillor _____

Moves to repeal Bylaw No. 19-16 known as Prepayment of Taxes Bylaw.

Seconded: _____

Barbara Miller

Prepared By:



Approved By: Darryl Drohomerski
Chief Administrative Officer

TOWN OF DRUMHELLER

BYLAW NO. 18.19

A BYLAW OF THE TOWN OF DRUMHELLER TO ESTABLISH UTILITY RATES.

This Bylaw shall be cited as the "Utility Rate Bylaw".

The Council for the Town of Drumheller, duly assembled enacts as follows:

1. Definitions

“Commercial Premises” or “Industrial Premises” for the purpose of this bylaw shall mean one or more spaces useable for business purposes and having its own sanitary facilities connected to a single meter.

“Dwelling Unit” shall mean a complete building or self contained portion of a building containing a room or suite of rooms operated as a single housekeeping unit, intended to be used as a permanent or semi-permanent domicile by one or more persons and usually containing cooking, eating, living, sleeping, and sanitary facilities, and including serviced lots in a manufactured home park, and not necessarily connected to an individual meter, excluding institutional premises.

“Group 1” includes connections with meters 1” and under

“Group 2” includes connections with meters from 1 1/4” to 2”

“Group 3” includes connections with meters from 3” to 4”

“Group 4” includes connections with meters from 6” to 8”

“Institutional Premises” shall mean a complete building that operates as a school, hospital, nursing home, or seniors lodge.

“Manufactured Home Park” means 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 convenience stores, parking facilities, home occupations and other accessory uses;

“Unit” shall mean a Dwelling Unit, Commercial Premises, Industrial Premises, or Institutional Premises.

2. Monthly Meter Charges – zero (0) consumption included

Rate Group	Water	Wastewater
Group 1	\$15.48	\$13.61
Group 2	\$53.18	\$76.13
Group 3	\$343.99	\$302.36
Group 4	\$990.80	\$870.80

3. Water Rate

Per cubic meter \$1.9713

4. Waste Water Rate

Per cubic meter \$2.1881

Sewage volume is calculated at 80% of water consumption

Or

Properties with only a sewer connection \$39.62 monthly

5. Bulk Water per cubic meter \$6.5009

6. Recycling Fee per unit \$2.75

7. Penalty Rate

All accounts are subject to a penalty of 2% per month compounded monthly (effective rate of 26.82% per annum) if unpaid within thirty (30) days from the date the account is rendered.

8. Disconnection/Reconnection

Disconnection notice service fee \$25.00

Reconnection/Disconnection during business hours \$50.00

Reconnection/Disconnection during non-business hours \$150.00

If the water supply has been disconnected for non-payment of accounts, all fees and costs must be paid prior to reconnection

9. Bylaw 21.18 is hereby repealed.

This bylaw comes into effect on January 1, 2020.

READ A FIRST TIME this 9th day of December, 2019

READ A SECOND TIME this ____ day of December, 2019

READ A THIRD AND FINAL TIME this ____ day of December, 2019

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Water Administration (4101)

2019		
Budget		-1,732,840
Projected final		-1,379,227

2020		
Budget request		-1,768,620
Total Change over 2019 budget		-35,780
Less change in Global expenses		-36,420
Less change in amortization		25,000
Remaining change over 2019 budget		-47,200 (b)

2018 Actual	-\$	1,928,050
2017 Actual	-\$	1,748,748
2016 Actual	-\$	1,269,827
2015 Actual	-\$	1,403,891

5 year average -\$ 1,545,949

Mentionable Variances

1-441	(r)	Sale of Utility	-41,050	+1.5% rate increase
1-442	(r)	Concession Sales	-7,750	+5% rate increase over 2019 projected revenue
1-451	(r)	Custom Work	5,500	reduced to better align with historical results
2-239	(e)	Other Professional	-3,200	elimination of provision for union negotiation, addition of cost sharing for annual strategic plan facilitator
			-46,500 (b)	

balance of variance (\$-700)

Salaries, Wages & Benefits	35,095	Global account
Fuel	0	
Telephone	180	Global account
Insurance	-40	Global account
Utilities	1,185	Global account
	<u>36,420</u>	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
1	#101 Water Administration									
2	1-121 Local Improvements	-59,958	-55,767	-62,265	-48,396	-56,000	-56,000	-56,000	-56,000	-56,000
3	1-441 Sale of Utility	-2,094,093	-2,408,663	-2,512,538	-2,061,721	-2,488,500	-2,529,550	-2,580,140	-2,631,740	-2,684,375
4	1-442 Concession Sales	-869,898	-956,627	-1,062,261	-822,787	-1,029,000	-1,036,750	-1,088,550	-1,142,550	-1,197,550
5	1-445 Sale of Conservation Items	-900	-525	-385	-1,105					
6	1-451 Custom Work	-19,012	-30,987	-18,733	-10,508	-18,000	-12,500	-12,500	-12,500	-12,500
7	1-511 Penalties	-11,907	-12,528	-13,954	-8,058	-12,500	-12,500	-12,650	-12,650	-12,650
8	1-991 Other Income	-82,334	-82,068	-81,062	-74,919	-80,520	-80,520	-80,520	-80,520	-80,520
9	2-111 Salaries	208,918	181,430	179,220	168,975	193,000	215,220	219,520	225,010	229,510
10	2-151 Payroll Benefits	37,842	39,575	40,779	37,911	36,590	49,465	50,245	51,245	52,065
11	2-152 Wellness Program	1,367	715	812	197	800	800	800	800	800
12	2-212 Communication System	1,013	1,125	2,668	988	2,000	1,700	1,700	1,725	1,725
13	2-214 Conventions/Registrations	2,025	595	1,300	795	1,500	1,500	1,500	1,500	1,500
14	2-215 Postage	14,286	15,258	10,973	9,128	11,100	11,000	11,000	11,000	11,000
15	2-216 Telephone	29,527	20,185	8,648	6,241	7,850	8,030	8,140	7,270	8,420
16	2-217 Travel and Subsistence	4,894	1,542	5,484	3,179	8,000	8,000	4,000	4,000	4,000
17	2-218 Meeting Expense				57					
18	2-221 Advertising and Promotion	819	245	705	263	1,250	1,250	1,250	1,250	1,250
19	2-222 Municipal Membership Fees	1,621	2,089	1,912	1,970	2,150	2,150	2,150	2,150	2,150
20	2-223 Printing and Binding	231	1,312	1,267	717	1,400	1,400	1,400	1,400	1,400
21	2-226 Internet	4,221	4,221	3,869	338	390	390	390	390	390
22	2-234 Education	4,425	3,007	2,889	1,531	3,200	3,200	3,200	3,200	3,200
23	2-237 Legal and Collection	1,393	2,376	234	1,492	2,000	2,000	2,000	2,000	2,000
24	2-239 Other Professional	17,624	8,982	6,104	16,858	8,000	4,800	6,050	6,050	7,300
25	2-272 Insurance and Bond Premiums	44	74	71	47	100	60	60	60	60
26	2-291 Other General Services	2,453	5,451	5,985	1,828	7,100	6,800	6,800	6,950	7,050
27	2-514 Program Materials	3,895	2,605	1,955	1,050	3,500	3,500	3,500	3,500	3,500
28	2-515 Stationery, Office Supplies	3,391	3,127	3,239	2,940	3,500	3,500	3,650	3,650	3,650
29	2-519 Other General Supplies	13,941	16,628	11,252	9,359	15,000	15,000	15,000	15,000	15,000
30	2-541 Utilities: Electricity	1,682	1,542	1,565	1,157	1,400	985	980	1,005	1,030
31	2-543 Utilities: Water and Sewer		6,294	5,215	5,637	5,400	7,000	7,140	7,280	7,425
32	2-812 Penalties, Interest, Overdraft				560					
33	2-926 Uncollectable Accounts	3,313	1,146	853		3,500	3,500	3,000	3,000	3,000



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
34	2-930 Amortization Expense	1,330,150	1,299,693	1,228,199	1,219,306	1,335,000	1,310,000	1,310,000	1,310,000	1,310,000
35	2-961 Transfer to (specify department)	170,000	170,000	288,750	264,660	288,750	288,750	288,750	288,750	288,750
36	2-962 Transfer to (specify department)	8,000	8,000	8,000	7,315	3,000	8,000	8,000	8,000	8,000
37	2-963 Transfer to (specify department)	1,200	1,200	1,200	1,100	1,200	1,200	1,200	1,200	1,200
38	Total 4101 Water Administration	-1,269,827	-1,748,748	-1,928,050	-1,261,895	-1,732,840	-1,768,620	-1,868,935	-1,968,575	-2,068,220

River Intake Pump Station (4102)

2019			
	Budget	\$	71,035
	Projected final		71,061

2018 Actual	\$	66,196
2017 Actual	\$	66,358
2016 Actual	\$	111,108
2015 Actual	\$	89,126

2020			
	Budget request	\$	70,455
	Total change over 2019 budget		-580
	Less change in Global expenses		-990
	Remaining change over 2019 budget		-1,570 (b)

5 year average \$ 80,770

Mentionable Variances

2-251	(e)	Repairs: Buildings	2,950	1 time provision \$2,300 to replace fencing
		Repairs: Structures		
2-254	(e)		1,000	*new budget provision
2-531	(e)	Chemicals and Salts	5,520	reduction based tender award
			-1,570 (b)	

balance of variance (\$0)

Salaries, wages, benefits	995	Global expense
Insurance	1,590	Global expense
Utilities	-1,595	Global expense
	<u>990</u>	



UTILITY RATE SUPPORTED

	2016	2017	2018	2019	2019	2020	2021	2022	2023
	YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
39 4102 River Intake Pump Station									
40 1-991 Other Income		-95	-37						
41 2-111 Salaries	12,444	13,258	8,662	8,398	8,930	9,825	10,020	10,270	10,480
42 2-151 Payroll Benefits	2,476	3,013	1,651	1,572	1,690	1,790	1,830	1,880	1,920
43 2-251 Repairs: Buildings	264	448	4,268		500	3,450	150	150	1,150
44 2-252 Repairs: Equipment	29,299	8,406	819	80	3,000	3,000	3,000	3,000	3,000
45 2-253 Repairs: Other		28			200	200	200	200	200
46 2-254 Repairs: Structures	9,428	6,192		3		1,000	1,000	4,500	1,000
47 2-272 Insurance and Bond Premiums	2,913	3,313	3,158	3,685	3,500	5,090	5,340	5,610	5,890
48 2-291 Other General Services	7,700	954	10,253	355	7,600	7,600	7,600	7,600	7,600
49 2-518 Janitorial Supplies		250			250	250	250	250	250
50 2-519 Other General Supplies	1,425	2,351		2,924	1,500	1,500	1,500	1,500	1,500
51 2-524 Consumable, Small Tools	439	538	253	31	500	500	500	500	500
52 2-531 Chemicals and Salts	12,103	2,226	11,087	11,250	19,520	14,000	16,500	16,850	17,000
53 2-541 Utilities: Electricity	31,339	23,791	24,137	35,093	22,115	20,315	19,000	20,170	21,035
54 2-542 Utilities: Gas	1,278	1,685	1,945	1,448	1,730	1,935	2,085	2,225	2,270
55 Total 4102 River Intake Pump Station	111,108	66,358	66,196	65,138	71,035	70,455	68,975	74,705	73,795

Low Lift Pump (4103)

2019			
	Budget	\$	25,915
	Projected final		4,918

2020			
	Budget request	\$	20,825
	Total change over 2019 budget		-5,090
	Less change in Global expenses		4,390
	Remaining change over 2019 budget		-700 (b)

2018 Actual	\$	37,780
2017 Actual	\$	43,867
2016 Actual	\$	19,734
2015 Actual	\$	22,886

5 year average \$ 25,837

Mentionable Variances

0 (b)

balance of variance (\$-700)

Salaries, wages, benefits	-4,395	Global expense
Insurance	120	Global expense
Utilities	-115	Global expense
	<u>-4,390</u>	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
56	4103 Low Lift Pump Station									
57	1-991 Other Income		-33	-13						
58	2-111 Salaries	4,779	4,507	4,705	1,113	4,960	1,275	1,300	1,330	1,360
59	2-151 Payroll Benefits	868	1,004	1,160	251	940	230	230	240	240
60	2-251 Repairs: Buildings	516	16,573	16,599	801	5,000	5,000	5,000	5,000	5,000
61	2-252 Repairs: Equipment					1,000	300	300	300	300
62	2-253 Repairs: Other	449				300	300	300	300	300
63	2-254 Repairs: Structures	7,718	11,002			2,500	2,500	2,500	2,500	2,500
64	2-272 Insurance and Bond Premiums	453	308	293	342	350	470	490	510	540
65	2-291 Other General Services	3,959	8,764	13,565	920	9,000	9,000	9,000	9,000	9,000
66	2-519 Other General Supplies	88	140			300	300	300	300	300
67	2-542 Utilities: Gas	904	1,602	1,471	1,081	1,565	1,450	1,555	1,655	1,690
68	Total 4103 Low Lift Pump Station	19,734	43,867	37,780	4,508	25,915	20,825	20,975	21,135	21,230

Raw Water Reservoir (4104)

2019			
	Budget	\$	18,870
	Projected final		178,836

2018 Actual	\$	5,474
2017 Actual	\$	43,867
2016 Actual	\$	19,734
2015 Actual	\$	22,886

5 year average \$ 54,159

2020			
	Budget request	\$	16,750
	Total change over 2019 budget		-2,120
	Less change in Global expenses		-880
	Remaining change over 2019 budget		-3,000 (b)

Mentionable Variances

2-291	(e)	Other General Services	-3,500	provision not required with solar bees in place
			<u>-3,500 (b)</u>	

balance of variance (\$500)

Salaries, wages, benefits	880	Global expense
	<u>880</u>	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
69	4104 Raw Water Reservoir									
70	1-991 Other Income		-89	-34						
71	2-111 Salaries	6,780	12,150	3,928	4,170	4,010	4,780	4,880	5,000	5,100
72	2-151 Payroll Benefits	1,068	2,138	572	769	760	870	890	910	930
73	2-252 Repairs: Equipment		240			600	600	600	600	600
74	2-254 Repairs: Structures	5,272		8	1,276	3,000	3,500	3,550	3,600	3,700
75	2-291 Other General Services	5,406	6,843	1,000	157,709	10,000	6,500	6,500	6,500	6,500
76	2-519 Other General Supplies	45	348		9	500	500	500	500	500
77	Total 4104 Raw Water Reservoir	18,571	21,630	5,474	163,933	18,870	16,750	16,920	17,110	17,330

Purification and Treatment (4105)

2019		
Budget	\$	1,030,235
Projected final		794,038

2018 Actual	\$	824,130
2017 Actual	\$	960,861
2016 Actual	\$	945,229
2015 Actual	\$	966,016

5 year average \$ 898,055

2020		
Budget request	\$	863,040
Total change over 2019 budget		-167,195
Less change in Global expenses		13,565
Remaining change over 2019 budget		-153,630 (b)

Mentionable Variances

2-254	(e)	Repairs Structures	-65,000	1 time provision for lower parking lot repair
2-519	(e)	Other General Supplies	-1,900	1 time provision for sump pump
2-524	(e)	2-524 Consumable, Small Tools	0	
2-531	(e)	2-531 Chemicals and Salts	-80,335	recently tendered pricing
2-831	(e)	Debt Interest	-5,845	
			-153,080 (b)	

balance of variance (\$-550)

Salaries, wages, benefits	-37,045	Global expense
Telephone	240	Global expense
Insurance	11,420	Global expense
Fuel, Oil, Grease	-200	Global expense
Utilities	12,020	Global expense
	-13,565	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget	Draft Budget	Draft Budget	Draft Budget	Draft Budget
78	4105 Purification and Treatment									
79	1-991 Other Income	-2,915	-62,776	-1,424	-183					
80	2-111 Salaries	299,506	307,135	254,663	196,527	295,500	266,085	271,410	278,200	283,760
81	2-151 Payroll Benefits	57,312	62,357	52,904	40,925	56,030	48,400	49,370	50,600	51,610
82	2-152 Wellness Program	700	829	792	250	800	800	800	800	800
83	2-216 Telephone	3,437	3,368	3,003	2,197	2,560	2,800	2,850	2,900	2,960
84	2-221 Advertising and Promotion	300	300	1,041	714	800	800	800	800	800
85	2-222 Municipal Membership Fees	167				100	100	100	100	100
86	2-239 Other Professional		1,444			10,000	10,000	10,000	10,000	10,000
87	2-241 Janitorial Services	4,497	2,880	2,929	2,685	3,025	3,025	3,025	3,025	3,025
88	2-251 Repairs: Buildings	4,429	24,268	8,223	1,703	7,150	7,150	7,150	7,150	7,150
89	2-252 Repairs: Equipment	757	1,132	765		1,500	1,350	1,375	1,400	1,425
90	2-253 Repairs: Other	970	6,812	4,184	739	6,225	6,225	6,225	6,225	6,225
91	2-254 Repairs: Structures	8,573	26,442	5,661	122,083	93,550	28,550	28,550	28,550	28,550
92	2-255 Repairs: Capital Reinvestment Program	16,602								
93	2-272 Insurance and Bond Premiums	48,373	31,425	29,925	33,641	35,000	46,420	48,740	51,180	53,740
94	2-291 Other General Services	63,156	102,933	61,744	35,413	60,000	60,000	60,800	61,805	61,805
95	2-511 Safety Materials, Clothing & Shoes	2,001	2,318	2,415	3,644	2,600	2,600	2,600	2,600	2,600
96	2-518 Janitorial Supplies		1,775	449	613	2,000	1,600	1,600	1,600	1,600
97	2-519 Other General Supplies	543	373	1,021	502	2,550	650	650	650	650
98	2-521 Fuel Oil Grease	2,853	267	836	439	1,000	800	815	830	850
99	2-524 Consumable, Small Tools	1,045	1,063	408	110	1,000	1,000	1,000	1,000	1,000
100	2-531 Chemicals and Salts	216,496	240,711	179,388	148,931	244,335	164,000	176,500	181,500	186,500
101	2-541 Utilities: Electricity	114,590	108,172	116,496	84,905	117,735	123,275	118,625	121,210	123,090
102	2-542 Utilities: Gas	28,096	28,940	35,325	25,305	28,715	35,195	38,400	41,320	42,025
103	2-831 Interest	73,741	68,693	63,382	57,807	58,060	52,215	46,075	39,620	32,840
104	Total 4105 Purification and Treatment	945,229	960,861	824,130	758,950	1,030,235	863,040	877,460	893,065	903,105

Transmission & Distribution (4106)

2019		
Budget	\$	587,685
Projected final		367,112

2020		
Budget request	\$	552,340
Total change over 2019 budget		-35,345
Less change in Global expenses		29,400
Remaining change over 2019 budget		-5,945 (b)

2018 Actual	\$	586,259
2017 Actual	\$	654,562
2016 Actual	\$	546,796
2015 Actual	\$	626,295

5 year average \$ 556,205

Mentionable Variances

2-254	(e)	Repairs Structures	-2,850
2-831	(e)	Debenture Interest	-3,095
			<u>-5,945 (b)</u>

balance of variance (\$0)

Salaries, wages, benefits	-55,615	Global expense
Insurance	-990	Global expense
Fuel, Oil, Grease	-2,000	Global expense
Utilities	<u>29,205</u>	Global expense
	-29,400	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
105	4106 Transmission and Distribution									
106	1-991 Other Income	-2,137	-1,992	-8,727	29					
107	2-111 Salaries	264,606	236,126	260,969	176,426	281,080	235,855	240,580	246,590	251,520
108	2-151 Payroll Benefits	56,176	49,834	51,252	35,866	53,290	42,900	43,760	44,850	45,750
109	2-152 Wellness Program	1,017	941			800	800	800	800	800
110	2-251 Repairs: Buildings	39	315	284	294	750	750	750	750	750
111	2-252 Repairs: Equipment	7,972	23,701	22,920	5,201	20,000	20,000	20,000	20,000	20,000
112	2-254 Repairs: Structures	59,649	52,630	59,398	13,315	62,850	60,000	60,000	61,500	62,850
113	2-272 Insurance and Bond Premiums	9,041	8,743	9,110	6,526	10,000	9,010	9,460	9,930	10,430
114	2-291 Other General Services	47,644	79,019	36,382	22,560	45,195	45,195	45,195	45,195	45,195
115	2-511 Safety Materials, Clothing & Shoes	2,130	1,938	1,512	582	2,200	2,200	2,500	2,500	2,500
116	2-519 Other General Supplies	2,369	97,716	8,979	1,418	2,800	2,800	2,800	2,800	2,800
117	2-521 Fuel Oil Grease	17,053	18,945	21,683	12,987	22,000	20,000	20,400	20,810	21,225
118	2-524 Consumable, Small Tools	1,756	6,678	396	490	2,500	2,500	2,500	2,500	2,500
119	2-535 Sand and Gravel	1,373	1,309	1,770	3,049	3,500	3,500	3,500	3,500	3,500
120	2-541 Utilities: Electricity	37,506	36,201	37,413	28,173	35,030	26,760	25,750	26,285	26,700
121	2-542 Utilities: Gas	1,409	1,769	1,622	1,186	1,670	1,645	1,770	1,885	1,920
122	2-543 Utilities: Water and Sewer			35,048			37,500	38,250	39,015	39,795
123	2-831 Interest	39,193	40,689	46,248	43,246	44,020	40,925	37,705	34,335	30,825
124	Total 4106 Transmission and Distribution	546,796	654,562	586,259	351,348	587,685	552,340	555,720	563,245	569,060

Sewage Administration Drumheller (4201)

2019		
Budget		-827,900
Projected final		-668,715

2018 Actual	-\$	814,637
2017 Actual	-\$	840,183
2016 Actual	-\$	690,806
2015 Actual	-\$	791,427

2020		
Budget request		-827,335
Total change over 2019 budget		566
Less change in Global expenses		-33,615
Less Amortization Expense		-13,000
Remaining change over 2019 budget		-46,050 (b)

5 year average -\$ 761,154

Mentionable Variances

1-441	(r)	Sale of Utility	-41,150	(+) 2%
		Other Professional		elimination of provision for union negotiation, addition of cost sharing for annual strategic plan facilitator
2-239	(e)		-3,200	
2-926	(e)	Uncollectable Accounts	-1,500	fewer and fewer grandfathered accts
			-45,850 (b)	

balance of variance (\$) due to minor adjustments in other expense accounts

Salaries, Wages & Benefits	35,015	Global account
Telephone	-1,400	Global account
Insurance	0	Global account
	33,615	

Sewage Administration - East Coulee (4203)

2019		
Budget		-60,000
Projected final		-54,873

2020		
Budget request		(\$61,200)
Total change over 2019 budget		-1,200
Less change in Global expenses		0
Remaining change over 2019 budget		-1,200 (b)

2018 Actual	-\$	59,192
2017 Actual	-\$	57,775
2016 Actual	-\$	56,114
2015 Actual	-\$	56,090

5 year average -\$ 56,809

Mentionable Variances

1-441	(r)	Sale of Utility	-1,200	(+) 2%
			<u>-1,200</u>	(b)

Insurance	0	Global
	<u>0</u>	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
125	4201 Sewage Administration - Drumheller									
126	1-441 Sale of Utility	-1,877,907	-1,989,532	-2,017,026	-1,731,201	-2,057,000	-2,098,150	-2,140,100	-2,182,900	-2,226,550
127	1-451 Custom Work	-10,267	-9,382	-6,049	-1,038	-6,000	-6,000	-6,000	-6,000	-6,000
128	1-511 Penalties	-11,419	-9,121	-8,112	-7,562	-8,500	-8,000	-8,000	-8,000	-8,000
129	1-991 Other Income	-1,781	-1,421	-8,079	-1,041					
130	2-111 Salaries	204,079	170,965	168,760	160,229	183,260	205,350	209,450	214,690	218,980
131	2-151 Payroll Benefits	35,470	37,153	38,371	35,860	34,750	47,675	48,425	49,375	50,155
132	2-152 Wellness Program	784	615	712	197	600	600	600	600	600
133	2-212 Communication System	4,071	4,777	4,850	4,057	5,100	5,100	5,100	5,100	5,100
134	2-214 Conventions/Registrations		322							
135	2-215 Postage	14,286	12,474	10,948	9,128	11,000	11,000	11,000	11,000	11,000
136	2-216 Telephone	2,006	1,152	1,403	927	2,200	800	1,815	1,830	850
137	2-217 Travel and Subsistence	1,589	2,358	2,113	2,326	6,050	6,050	2,050	2,050	2,050
138	2-221 Advertising and Promotion	469	449	1,159	263	2,000	1,500	1,500	1,500	1,500
139	2-223 Printing and Binding	231	1,312	1,267	717	1,400	1,200	1,200	1,200	1,200
140	2-226 Internet	4,204	4,221	3,869	338	390	390	390	390	390
141	2-234 Education		180	176	507	1,000	1,000	1,000	1,000	1,000
142	2-237 Legal and Collection			100	1,261					
143	2-239 Other Professional	18,264	7,706	2,718	19,207	16,000	12,800	14,050	14,050	15,300
144	2-291 Other General Services	2,364	3,769	1,330	1,751	1,800	1,800	1,800	1,800	1,800
145	2-515 Stationery, Office Supplies			32	13					
146	2-519 Other General Supplies		165							
147	2-926 Uncollectable Accounts	3,463	1,175	853		3,500	2,000	2,000	2,000	2,000
148	2-930 Amortization Expense	840,488	841,680	853,418	770,451	847,000	855,000	855,000	855,000	855,000
149	2-961 Transfer to (specify department)	8,000	8,000	8,000	7,315	8,000	8,000	8,000	8,000	8,000
150	2-962 Transfer to (specify department)	70,000	70,000	123,750	113,410	123,750	123,750	123,750	123,750	123,750
151	2-963 Transfer to (specify department)	800	800	800	715	800	800	800	800	800
152	Total 4201 Sewage Administration - Drumheller	-690,806	-840,183	-814,637	-612,170	-827,900	-827,335	-866,170	-902,765	-941,075
153	4203 Sewage Administration - East Coulee									
154	1-441 Sale of Utility	-56,114	-57,775	-59,192	-50,300	-60,000	-61,200	-62,420	-63,665	-64,950
155	Total 4203 Sewage Administration - East Coulee	-56,114	-57,775	-59,192	-50,300	-60,000	-61,200	-62,420	-63,665	-64,950

Sewage Collection - Drum (4211)

2019		
Budget	\$	446,510
Projected final		287,495

2018 Actual	\$	414,146
2017 Actual	\$	374,265
2016 Actual	\$	396,260
2015 Actual	\$	313,886

2020		
Budget request	\$	453,005
Total change over 2019 budget		6,495
Less change in Global expenses		-27,835
Remaining change over 2019 budget		-21,340 (b)

5 year average \$ 357,210

Mentionable Variances

2-253	(e)	Repairs Other	-5,500	Provision for HVAC triannuals constraint reduction better align with actuals
2-291	(e)	Other General Services	-5,470	
2-531	(e)	Chemicals and Salts	-7,800	
2-831	(e)	Debt Interest	-1,220	
			-19,990 (b)	

balance of variance (\$-1,350)

Salaries, wages, benefits	27,405	Global
Insurance	-2,020	
Fuel, Oil, Grease	1,000	Global
Utilities (Power, Gas)	1,450	Global
	<u>27,835</u>	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
156	4211 Sewage Collection - Drumheller									
157	1-991 Other Income	-24,760	-819	-290	-12,127					
158	2-111 Salaries	124,743	103,443	100,604	83,512	113,100	137,025	139,770	143,260	146,120
159	2-151 Payroll Benefits	25,468	23,046	22,452	16,202	21,440	24,920	25,420	26,060	26,580
160	2-152 Wellness Program	150				150	150	150	150	150
161	2-241 Janitorial Services	383								
162	2-251 Repairs: Buildings	8,231	4,013	6,233	8,876	6,850	6,850	6,850	6,850	6,850
163	2-252 Repairs: Equipment	36,930	36,781	22,946	17,131	33,000	33,000	33,500	33,750	34,250
164	2-253 Repairs: Other	4,610	50	2,045	650	6,250	750	750	6,250	750
165	2-254 Repairs: Structures	18,184	24,542	36,793	6,777	27,000	27,000	27,000	27,000	27,000
166	2-272 Insurance and Bond Premiums	11,491	8,790	8,259	5,784	10,000	7,980	8,380	8,800	9,240
167	2-291 Other General Services	82,952	48,217	90,903	59,615	98,470	93,000	93,000	94,850	96,500
168	2-511 Safety Materials, Clothing & Shoes	1,330	2,161	234	390	1,500	1,500	1,500	1,500	1,500
169	2-518 Janitorial Supplies		950			700	500	500	500	500
170	2-519 Other General Supplies	822	1,032	653		950	800	800	800	800
171	2-521 Fuel Oil Grease	15,480	17,906	19,603	17,108	19,000	20,000	20,400	20,810	21,225
172	2-524 Consumable, Small Tools	731	1,312	175	7	1,500	1,000	1,000	1,025	1,025
173	2-531 Chemicals and Salts	11,159	11,255	8,932	7,102	12,800	5,000	6,000	6,225	6,325
174	2-535 Sand and Gravel					500				
175	2-541 Utilities: Electricity	45,072	41,290	45,083	15,401	46,735	46,145	45,670	46,010	49,220
176	2-542 Utilities: Gas	28,355	34,937	35,248	28,242	33,405	35,445	38,540	41,375	42,110
177	2-831 Interest	16,420	15,359	14,273	13,100	13,160	11,940	10,665	9,725	8,875
178	Total 4211 Sewage Collection - Drumheller	407,751	374,265	414,146	267,770	446,510	453,005	459,895	474,940	479,020

Sewage Collection - East Coulee (4213)

2019		
Budget	\$	31,520
Projected final		19,969

2020		
Budget request	\$	30,130
Total change over 2019 budget		-1,390
Less change in Global expenses		375
Remaining change over 2019 budget		-1,015 (b)

2018 Actual	\$	27,199
2017 Actual	\$	14,778
2016 Actual	\$	5,981
2015 Actual	\$	8,081

5 year average \$ 15,202

Mentionable Variances

2-831	(e)	Debenture Interest	-565
			<u>-565</u> (b)

balance of variance (\$-450)

Salaries, wages, benefits	-375	Global expense
	<u>-375</u>	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
179	4213 Sewage Collection - East Coulee									
180	1-991 Other Income		-66	-26						
181	2-111 Salaries	4,375	9,212	9,598	8,065	9,720	9,465	9,650	9,890	10,090
182	2-151 Payroll Benefits	955	1,832	2,147	1,766	1,840	1,720	1,750	1,790	1,830
183	2-251 Repairs: Buildings					200				
184	2-252 Repairs: Equipment		676			650	500	500	500	500
185	2-253 Repairs: Other	651		592		600	500	500	500	500
186	2-254 Repairs: Structures		793	5,085	8,474	1,600	1,600	1,600	1,600	1,600
187	2-291 Other General Services		2,331	2,266		2,250	2,250	2,250	2,250	2,250
188	2-831 Interest			7,537		14,660	14,095	13,510	12,910	12,285
189	Total 4213 Sewage Collection - East Coulee	5,981	14,778	27,199	18,305	31,520	30,130	29,760	29,440	29,055

Sewage Treatment - Drumheller (4221)

2019			
	Budget	\$	591,645
	Projected final		487,661

2018 Actual	\$	595,996
2017 Actual	\$	576,290
2016 Actual	\$	556,682
2015 Actual	\$	470,399

2020			
	Budget request	\$	650,340
	Total change over 2019 budget		58,695
	Less change in Global expenses		(44,800)
	Remaining change over 2019 budget		13,895 (b)

Mentionable Variances

2-253	(e)	Repairs: Other	750	slight r&m allocation
2-254	(e)	Repairs: Structures	-2,700	reclass & reduction
2-531	(e)	Chemicals and Salts	21,000	based on tender
2-831	(e)	Debenture Interest	-6,050	pricing
			<u>13,000 (b)</u>	

balance of variance (\$895)

Salaries, wages, benefits	3,925	Global expense
Telephone	80	Global expense
Insurance	14,040	Global expense
Utilities	26,755	Global expense
	<u>44,800</u>	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget				
190	4221 Sewage Treatment - Drumheller									
191	1-991 Other Income	-1,069	-1,049	-378	-104					
192	2-111 Salaries	89,594	134,936	144,455	128,387	148,830	153,125	156,190	160,090	163,290
193	2-151 Payroll Benefits	15,496	26,083	23,800	18,874	28,220	27,850	28,410	29,120	29,700
194	2-216 Telephone	6,744	6,706	5,011	2,473	3,020	3,100	3,160	3,225	3,295
195	2-239 Other Professional					10,000	10,000	10,000	10,000	10,000
196	2-251 Repairs: Buildings	31,315	13,169	27,314	7,989	6,000	6,000	6,000	6,000	6,000
197	2-252 Repairs: Equipment	6,034	63	3,712	1,220	3,200	3,200	3,200	3,200	3,200
198	2-253 Repairs: Other	7,290	15,098	2,261	5,833	4,250	5,000	5,050	5,100	5,200
199	2-254 Repairs: Structures	31,524	42,317	10,228	7,094	44,700	42,000	42,400	43,100	43,850
200	2-272 Insurance and Bond Premiums	25,066	25,633	24,794	28,290	25,000	39,040	40,990	43,040	45,190
201	2-291 Other General Services	43,143	30,424	23,989	14,221	24,845	25,740	26,000	26,500	27,000
202	2-511 Safety Materials, Clothing & Shoes	475	1,180	1,333	585	1,150	1,150	1,150	1,150	1,150
203	2-518 Janitorial Supplies		1,229			1,000	1,000	1,000	1,000	1,000
204	2-519 Other General Supplies		1,385	282	27	1,000	1,000	1,000	1,000	1,000
205	2-524 Consumable, Small Tools	354	1,100	1,158	106	1,100	1,100	1,100	1,100	1,100
206	2-531 Chemicals and Salts	50,782	39,443	72,761	29,080	45,000	66,000	67,250	68,250	69,250
207	2-541 Utilities: Electricity	146,748	139,597	160,379	139,072	154,855	180,115	171,020	174,325	176,700
208	2-542 Utilities: Gas	3,003	4,177	5,706	4,168	4,375	5,870	6,330	6,760	6,890
209	2-831 Interest	100,183	94,799	89,191	83,333	85,100	79,050	72,755	66,190	59,340
210	Total 4221 Sewage Treatment - Drumheller	556,682	576,290	595,996	470,648	591,645	650,340	643,005	649,150	653,155

Sewage Treatment - East Coulee (4223)

2019		
Budget	\$	80,825
Projected final		87,370

2018 Actual	\$	75,536
2017 Actual	\$	87,252
2016 Actual	\$	85,225
2015 Actual	\$	66,668

2020		
Budget request	\$	102,905
Total change over 2019budget		22,080
Less change in Global expenses		(9,060)
Remaining change over 2019 budget		13,020 (b)

5 yr average \$ 80,410

Mentionable Variances

2-531	(e)	2-531 Chemicals and Salts	-	1,000	recently tendered
2-831	(e)	Debenture Interest		14,095	
				<u>13,095</u>	(b)

balance of variance (\$-75)

Salaries, wages, benefits		8,285	Global expense
Telephone		50	Global expense
Insurance	-	470	Global expense
Fuel, Oil, Grease			Global expense
Utilities		<u>1,195</u>	Global expense
		9,060	



UTILITY RATE SUPPORTED

		2016	2017	2018	2019	2019	2020	2021	2022	2023
		YTD Actuals	YTD Actuals	YTD Actuals	YTD Actuals	Draft Budget	Draft Budget	Draft Budget	Draft Budget	Draft Budget
211	4223 Sewage Treatment - East Coulee									
212	1-991 Other Income		-258	-103	-23					
213	2-111 Salaries	32,288	36,830	32,679	37,400	33,970	41,205	42,030	43,080	43,940
214	2-151 Payroll Benefits	5,999	7,576	6,990	6,596	6,440	7,490	7,640	7,830	7,990
215	2-216 Telephone	828	828	828	690	850	900	920	940	960
216	2-251 Repairs: Buildings	5,922	4,753		612	4,000	4,000	4,000	4,000	4,000
217	2-253 Repairs: Other		337	2,717	571	800	800	800	800	800
218	2-254 Repairs: Structures	651			1,642	1,500	1,500	1,500	1,500	1,500
219	2-272 Insurance and Bond Premiums	2,875	1,507	1,446	1,111	2,000	1,530	1,610	1,690	1,770
220	2-291 Other General Services	4,279	3,641	8,506	5,719	10,075	10,000	10,050	10,200	10,400
221	2-511 Safety Materials, Clothing & Shoes		356			350	350	350	350	350
222	2-519 Other General Supplies	29								
223	2-524 Consumable, Small Tools	47	250			200	200	200	200	200
224	2-531 Chemicals and Salts	11,700	12,782	9,732	10,573	12,000	11,000	12,000	12,200	12,400
225	2-541 Utilities: Electricity	6,208	6,282	8,122	6,333	5,240	6,835	6,355	6,440	6,505
226	2-542 Utilities: Gas	1,927	3,723	3,789	2,115	3,400	3,000	3,000	3,000	3,000
227	2-831 Interest	12,472	8,645	650	14,635		14,095	13,510	12,905	12,285
228	Total 4223 Sewage Treatment - East Coulee	85,225	87,252	75,356	87,974	80,825	102,905	103,965	105,135	106,100
	Total Utility Rate Supported	680,330	153,157	-169,342	264,210	263,500	102,635	-20,850	-107,080	-222,335

GLOBAL EXPENSE CATEGORIES - UTILITIES SUPPORTED

	<u>2020 Budget</u>	<u>change over 2019 budget</u>	<u>2019 Budget</u>	<u>2019 Projected Actual</u>	<u>Budget change over 2019 projected actual</u>	<u>2018 Actual</u>
Water						
Salary and benefits	866,370	-70,410	936,780	729,303 note1	137,067	860,465
Telephone	10,830	420	10,410	9,205	1,625	11,651
Insurance	61,050	12,100	48,950	48,263	12,787	42,557
Fuel	20,800	-2,200	23,000	14,647	6,153	22,519
Utilities - Electricity	171,335	-4,945	176,280	179,194	-7,859	179,611
Utilities - Gas	40,225	6,545	33,680	34,824	5,401	40,363
Utilities - Water & WW	44,500	39,100	5,400	5,637 note2	38,863	40,263
	<u>1,170,610</u>	<u>-65,035</u>	<u>1,234,500</u>	<u>980,611</u>	<u>149,774</u>	<u>1,197,429</u>
Wastewater						
Salary and benefits	645,500	63,930	581,570	538,299	107,201	549,856
Telephone	4,800	-1,270	6,070	4,462	338	7,242
Insurance	48,550	11,550	37,000	38,384	10,166	34,499
Fuel	20,000	1,000	19,000	18,663	1,337	19,603
Utilities - Electricity	233,095	26,265	206,830	192,967	40,128	213,584
Utilities - Gas	44,315	3,135	41,180	41,430	2,885	44,743
Utilities - Water & WW						
	<u>996,260</u>	<u>104,610</u>	<u>891,650</u>	<u>792,775</u>	<u>159,170</u>	<u>869,527</u>

Note1 - Utilities Manager position vacant 2019 and 1/2 2018

Note 2 - hydrant flushing consumption not yet recorded



DRUMHELLER
DINOSAUR CAPITAL OF THE WORLD



2020
Service Fee Schedule
PROPOSED

ADOPTED by Council: December xx, 2019
UPDATED: 6-Dec-19

\\townhall.dinosaurvalley.com\drumheller\home\DDrohmerski\My Documents\Draft Fee Schedule 2020 -Presented to Council December 09 2019

AGENDA ITEM #6.2.4.

Town of Drumheller

Fee Schedule

Rates Adjusted as per Corporate Services

Effective

01-Jan-20

GST: Extra where applicable (unless otherwise indicated)
source:

ADMINISTRATION

account(s) management

Payment (credit balance) transfers (utilities to taxes, taxes to utilities)	\$	25.00
Balance transfers (utilities to tax roll)	\$	50.00

assessment appeal

LARB (residential) Provincial Reg. \$50 max, 3 units and less	\$	50.00
CARB (multi res, commercial) Provincial Reg. \$650 max	\$	650.00

*fees refunded upon successful appeal

assessment information request by third party

information regarding legal description, latest assessment	\$	36.75
information regarding historical assessments	\$	36.75

copies of information (other than photocopies)

Reprint fee for invoice , account history or receipt:	\$	25.75
per electronic version	\$	42.25
per photograph plus:		
per 4x6	\$	3.35
per 5x7	\$	6.50
per 8x10	\$	11.00
per 11x14	\$	22.00
per 16x20	\$	33.50

criminal records check

\$ 37.00

custom work (public works)

per employee hour plus actual costs for materials, supplies and equipment (Mon - Fri 8am - 4:30 pm), additional labour over roadbuilders	\$	55.00
--	----	-------

per employee hour plus actual costs for materials, supplies and equipment (Outside of Mon - Fri 8am - 4:30pm), additional labour over roadbuilders	\$	80.00
--	----	-------

Snow Control plus admin fee:10% (check the Tax Roll)	contractor\$
Weed Control plus admin fee:10% (check the Tax Roll)	contractor\$

fax

per transmission (local and long distance)	\$	5.50
--	----	------

FOIP* requests * Freedom of Information and Protection of Privacy Regulation, AR200/95

per request	\$	25.00
-------------	----	-------

photocopying

per page (min 5 pages to a maximum 600 pages (\$180))	\$	0.30
Colour copying per page (5 minimum - 600 maximum)	\$	1.00

tax information

per tax certificate	\$	38.75 (+) 2%
---------------------	----	--------------

AGENDA ITEM #6.2.4.

Town of Drumheller

Fee Schedule

Rates Adjusted as per Corporate Services

Effective

01-Jan-20

DEVELOPMENT

base maps

black and white	\$	11.00
colored	\$	50.25
11x17	\$	16.80

compliance certificate

zoning compliance *see development tab

development appeal fee

\$ 133.50

land-use bylaw (black and white)

without map	\$	50.00
with map	\$	67.25

municipal development plan

black and white maps	\$	67.00
colored maps	\$	111.25

subdivision fees as established annually by Palliser

AGENDA ITEM #6.2.4.

Town of Drumheller

Fee Schedule

Rates Adjusted as per Corporate Services

Effective

01-Jan-20

ELECTRONIC INFORMATION

custom work (computer drafting and programming)

per hour plus actual costs for materials and supplies

\$ 67.25

information extraction

per hour to extract data from electronic databases

\$ 67.25

search and retrieval

per hour plus actual costs for materials and supplies

\$ 33.65

per 1/4 hour

\$ 7.85

Miscellaneous Items

Freon Devices

(Fee is established by Solid Waste Authority)

NSF Charges*

\$ 35.00

**Town of Drumheller
Fee Schedule**

Rates Adjusted as per Corporate Services

Airport

Effective
01-Jan-20

Lot for Own Hanger

per year plus GST
*site improvements not included

\$ 275.00 (+) 10%

Town of Drumheller

Fee Schedule

Rates Adjusted as per Protective Services

Effective
1-Jan-20

Animals

GST: all prices EXEMPT GST
adopted Council

Altered Animal - with microchip or tattoo

Dog	\$ 16.00
Cat	\$ 10.75

Altered Animal - without microchip or tattoo

Dog	\$ 32.00
Cat	\$ 32.00

Unaltered Animal - with microchip or tattoo

Dog	\$ 37.50
Cat	\$ 37.50

Unaltered Animal - without microchip or tattoo

Dog	\$ 53.50
Cat	\$ 53.50

New Resident or New Animal licenses are prorated by month

A proof of alteration (spaying or neutering) certificate from a veterinarian is required in order to apply the "altered animal" rate.

A proof of microchip or tattoo certificate from a veterinarian is required in order to apply the "microchip or tattoo" rate.

Town of Drumheller

Fee Schedule

	Effective	
Aquaplex	01-Jan-20	Increase
GST: all prices include GST where applicable unless otherwise indicated		
Rentals:		
Swim Suit (deposit required)	\$3.50	0%
Towel	\$2.25	0%
Shower/use of changeroom facilities (no pool access)	\$2.25	0%
Pool Rental (no charge for the first three adult supervisors)		
Swim Club (per hour) effective Sept 1/20	\$67.40	1%
Swim Club (per hour - per lane effective Sept 1/20)	\$11.85	1%
Local Youth Groups up to 25 ppl	\$78.50	1%
Non – Local Groups up to 25 ppl	\$118.20	1%
Local Youth Groups 26 – 35 ppl	\$112.60	1%
Non – Local Groups 26 - 35 ppl	\$152.50	1%
Local Youth Groups 36 – 45 ppl.	\$146.45	1%
Non – Local Groups (36 - 45 ppl)	\$185.85	1%
Local Youth Groups (46 and over)	\$180.55	1%
Non – Local Groups (46 and over)	\$219.95	1%
Edutour / Camp-ins per person April 1 to March 31 each year (Royal Tyrrell Museum * gst exempt)	\$3.25	0%
Swimming Lessons* gst exempt		
Preschool/Stroke Proficiency (30 minute lesson)	\$37.25	0%
Swim Kids 1 to 4 (45 minute lesson)	\$48.25	0%
Swim Kids 5 to 7/ Junior Lifeguard Club (60 minute lesson)	\$59.00	0%
Swim Kids 8 to 10 (90 minute lesson)	\$82.00	0%
Private lesson (30 minutes- 1 child)	\$16.25	0%
Private lesson (30 minutes- additional child)	\$5.50	0%
School Lessons (August - June each year)	\$29.75	0%
Training Courses/Adult Lessons		
Adult Lesson - Drop in	\$17.25	0%
Adult Lessons - Session	\$50.50	0%
Bronze Courses WSI Skills NLS Standard First Aid	Cost Recovery	
Public Swimming: Drop In		
5 & Under (within arms reach of someone 16 yrs+)	Free	
Youth (ages 6-17 yrs)	\$5.75	0%
Adult (ages 18-59yrs)	\$8.25	0%
Senior (ages 60+)	\$5.75	0%
Family	\$19.00	0%
Daily Rate - add for single admission	\$2.25	0%
Daily Rate - add for family admission	\$5.00	0%
Tickets		
Ticket Type		
10 Pack	Youth	\$51.75 0%
(10% SAVINGS)	Adult	\$74.25 0%
	Senior	\$51.75 0%
	Family	\$171.00 0%

Town of Drumheller

Fee Schedule



GST: all prices subject to GST where applicable

source:

Effective

01-Jul-20 Increase

Non-Ice (Summer Rental -April 01 to July 31) \$/hour

\$70.00 0%

Winter Rental

Prime Time Rental

*Prime time: Weekdays from 4PM to Midnight
Weekends from 7AM to Midnight
Holidays from 7AM to Midnight*

/hr (plus GST) Youth Groups \$89.00 1.10%

/hr (plus GST) Local Adult Hockey \$180.00 1.00%

/hr (plus GST) Out of Town Users \$196.00 0.65%

Non Prime Time Rental

/hr (plus GST) Youth Groups \$66.00 1.10%

/hr (plus GST) Local Adult Hockey \$133.00 1.50%

/hr (plus GST) Out of Town Users \$150.00 1.70%

Junior "A" Rental

/hr (plus GST) Practice \$116.00 0.65%

/hr (plus GST) Games \$162.00 0.90%

**Town of Drumheller
Fee Schedule**

Ball Diamonds

GST: all prices include GST where applicable unless otherwise indicated
source:

Effective
01-Jan-20 Increase

Youth Ball (Per Diamond)

per game (2-3 hours duration) (plus GST)	\$25.00	4%
per day (plus GST)	\$85.00	0%

Adult Ball (Per Diamond)

per game (2-3 hours duration) (plus GST)	\$34.00	3%
per day (plus GST)	\$115.00	1.50%

Effective
January 1, 2020

Fee Schedule

Drop in - BCF	2020 Single Facility (including GST)	2020 Multi Facility (including GST)	Increase	Age Groups
Adult	\$9.50	\$12.00	0%	Children (age 5 and under)
Youth	\$7.50	\$9.25	0%	Youth (age 6 to 17)
Senior	\$7.50	\$9.25	0%	Adult(age 18 to 59)
Family	\$19.00	\$24.50	0%	Senior (age 60 and higher)
Dependent				
10 pass - BCF/Multi				
Adult	\$85.50	\$108.00	0%	
Youth	\$67.50	\$83.25	0%	
Senior	\$67.50	\$83.25	0%	
Family	\$171.00	\$220.50	0%	
Dependent				
One month				
Adult	\$63.50	\$82.50	0%	
Youth	\$47.00	\$61.50	0%	
Senior	\$47.00	\$61.50	0%	
Family	\$133.50	\$173.50	0%	
Dependent				
Three month				
Adult	\$163.25	\$212.25	0%	
Youth	\$121.25	\$157.50	0%	
Senior	\$121.25	\$157.50	0%	
Family	\$341.75	\$445.50	0%	
Dependent				
Six month				
Adult	\$272.00	\$354.25	0%	
Youth	\$202.25	\$262.75	0%	
Senior	\$202.25	\$262.75	0%	
Family	\$571.00	\$742.25	0%	
Dependent				
Annual				
Adult	\$508.25	\$660.50	0%	
Youth	\$336.50	\$437.50	0%	
Senior	\$336.50	\$437.50	0%	
Family	\$951.50	\$1,170.50	0%	
Corporate				
Adult		\$528.50	0%	
Youth (6-17)		\$350.00	0%	
Senior (60+)		\$350.00	0%	
Family		\$936.50	0%	

AGENDA ITEM #6.2.4.

Badlands Community Facility

Room Rental Rates 2020 Effective January 1st

Space

	Weekend Rate	Daily Rate	Hourly Rate	Increase		
Banquet Hall						
Full Hall (450 seated at tables, 600 seated theatre style)						
Private	\$2,252.25	\$1,013.50	\$169.00	1%		
Local	\$1,949.25	\$861.50	\$143.50	1%		
Not for profit	\$1,837.75	\$810.25	\$135.00	1%		
2/3 Hall (330 seated at tables)						
Private	\$1,531.75	\$675.75	\$112.25	1%		
Local	\$1,274.25	\$563.00	\$93.50	1%		
Not for profit	\$1,225.00	\$540.00	\$90.25	1%		
1/3 Hall (165 seated at tables)						
Private	\$802.25	\$354.75	\$58.25	1%		
Local	\$676.00	\$298.50	\$49.50	1%		
Not for profit	\$635.00	\$281.25	\$46.25	1%		
Kitchen						
Single function		\$394.25	\$84.50	1%		
Caterer		\$ 1.25 per plate - per meal		1%		
Terrace (100)						
Private	\$695.50	\$306.50	\$51.50	0%		
Local	\$633.25	\$278.50	\$47.00	0%		
Not for profit	\$557.50	\$245.75	\$41.50	0%		
Meeting Space						
Large multi-purpose room (40 seated at tables)						
Private		\$197.25	\$34.00	1%		
Local		\$168.00	\$28.00	1%		
Not for profit		Town Sponsored	Town Sponsored	0%		
Small multi-purpose room (16)						
Private		\$98.75	\$17.25			
Local		\$83.75	\$14.00			
Not for profit		Town Sponsored	Town Sponsored	0%		
Gallery (up to 50 standing)						
Private		\$197.50	\$34.00	1%		
Local		\$167.50	\$28.25	1%		
Not for profit		\$67.75	\$17.25	1%		
Field House						
Field house - full - two thirds -						
Private		Daily	Full	2/3	1/3	
Local		\$1,123.25	\$170.75	\$135.00	\$ 67.75	1%
Not for profit - adult		\$900.00	\$112.50	\$90.00	\$ 45.00	1%
Not for profit - youth		\$878.75	\$84.50	\$67.75	\$ 34.00	1%
		\$845.00	\$68.00	\$45.00	\$ 22.75	1%
Fitness Studio						
Private		\$562.75	\$56.00		1%	
Local		\$448.25	\$44.75		1%	
Not for profit - adult		\$281.25	\$34.00		1%	
Not for profit - youth		\$169.25	\$22.75		1%	
Play space drop in			\$2.25		0%	

* fees do not include GST

Town of Drumheller

Fee Schedule

**Effective
01-Jan-20**

Bulk Rates GL Code

GST: all prices are GST exempt

Bulk Water (utility rates bylaw)
(see Utility Rates) 1.1.4101.441

Sewage Dumping (Drumheller Commercial/Industrial/Residential)

tonne	1.1.4201.441	\$	2.30	2%
-------	--------------	----	------	----

Sewage Dumping (Outside Drumheller)

tonne	1.1.4201.441	\$	7.60	2%
-------	--------------	----	------	----

AGENDA ITEM #6.2.4.

Town of Drumheller

Fee Schedule

Effective
Jan 1, 2020 Increase

Cemetery

source:

Note: A burial Permit is required for all burials

Resident

Full Plot	\$	895.00	
Open/Close (weekday)	\$	445.00	
Open/Close (weekend, holiday)	\$	575.00	
plus winter fee (Nov01 to Mar31)	\$	230.00	

Non-Resident

Full Plot	\$	1,095.00	
Open/Close (weekday)	\$	445.00	
Open/Close (weekend, holiday)	\$	575.00	
plus winter fee (Nov01 to Mar31)	\$	230.00	

Cremains

Cremain Plot (resident) (maximum 4 cremains)	\$	450.00	
Cremain Plot (non-resident) (maximum 4 cremains)	\$	495.00	
Open/Close (weekday)	\$	145.00	
Open/Close (weekend, holiday)	\$	170.00	
plus winter fee (Nov01 to Mar31)	\$	80.00	

Columbarium

Niche - Top 2 rows (each cremain) (mximum 4 cremains)	\$	1,230.00	New (+5%)
Niche - Lower 2 rows (each cremain) (mximum 4 cremains)	\$	1,170.00	
Open/Close (weekday)	\$	215.00	
Open/Close (weekend, holiday)	\$	285.00	
Engraving	\$	540.00	(+) 2%

Memorial Wall

Plaque engraving for memorial wall	\$	230.00	
------------------------------------	----	--------	--

Town of Drumheller

**Effective
January 1,
2020**

Fee Schedule

Safety Codes - Development and Compliance

GST: all prices are GST exempt GL MS Code
 source: Bylaw 36-98 permits Council to set rates by resolution

Development Permits

Range in Construction Value				
under	10,000	1.1.2603.523	P02	\$65.00
10,001	50,000	1.1.2603.523	P02	\$85.00
50,001	100,000	1.1.2603.523	P02	\$115.00
100,001	150,000	1.1.2603.523	P02	\$175.00
150,001	200,000	1.1.2603.523	P02	\$265.00
200,001	and over	1.1.2603.523	P02	\$325.00

Compliance Certificates

each	1.1.2603.524	C02	\$85.00
------	--------------	-----	---------

File Review

30 day response			*Note 1 \$26.50
(+) rate per 1/4 hr.			\$9.25
(+) rate per 1/4 hr for 7 day rush response			\$13.85

Encroachment Agreements (includes title search and registration) \$225.00

Deposits - Safety Codes 1.4.6100.474 DEP-S

Offsite Levies 1.1.1201.446 O01

***Note 1** revised fr \$150 for 30day response
 and \$225 for 7 day rush to recognize the work
 involved in an environmental review

**Town of
Drumheller/Palliser
Building Permits**

2020

**Manufactured Home
Placement**

(on Blocking or Piles)

	Permit Fees
	\$115.00

GL 1.1.2601.525 P01

Modular Home / Move-on Relocation (on crawlspace)

(based on square footage or main floor)

	Permit Fee (per square foot)
	\$0.30
Minimum Fee	\$115.00

**New Residential Single
Family Dwelling**

(based on total developed square footage)

Square Footage	Permit Fee (construction value)
0 to 1,200 square feet	\$8.00/\$1,000.00
1,201 to 1,500 square feet	\$8.00/\$1,000.00
1,501 to 2,000 square feet	\$8.00/\$1,000.00
2,001 to 2,500 square feet	\$8.00/\$1,000.00
2,500 to 3,000 square feet	\$8.00/\$1,000.00
3,001 to 3,500 square feet	\$8.00/\$1,000.00
3,501 to 4,000 square feet	\$8.00/\$1,000.00
4,001 to 4,500 square feet	\$8.00/\$1,000.00
4,501 to 5,000 square feet	\$8.00/\$1,000.00
Over 5000 square feet	\$8.00/\$1,000.00
Minimum Fee	\$115.00

**Residential Addition /
Renovation / Garage, etc.**

(based on a price per \$1,000 of construction value)

Description	Permit Fees
per \$1,000 of construction value	\$8.00
Minimum Fee	\$115.00

**Multi-Housing Residential
and Non-Residential**

(based on a price per \$1,000 of construction value)

Description	Permit Fees
per \$1,000 of construction value	\$8.00
Minimum Fee	\$115.00

Demolition

(based on a price per \$1,000 of demolition value)

Description	Permit Fees
per \$1,000 of demolition value	\$2.50
Minimum Fee	\$115.00

Oil & Gas

Description	Permit Fee (construction value)
All Oil & Gas Installations	\$8.00/\$1,000.00
Minimum Fee	\$450.00

Additional 4% Safety Code
Council Levy added to cost of
permit - Minimum \$4.50

**Town of Drumheller/Palliser
Electrical Permits**

2020

GL 1.1.2601.522 P03

New Residential Single Family Dwelling

(based on square footage)

Square Footage	Permit Fees
0 to 1,200 square feet	\$140.00
1,201 to 1,500 square feet	\$160.00
1,501 to 2,000 square feet	\$180.00
2,001 to 2,500 square feet	\$200.00
2,500 to 3,000 square feet	\$225.00
3,001 to 4,000 square feet	\$245.00
4,001 to 5,000 square feet	\$265.00
over 5,000 square feet	\$315.00

Add \$75.00 for homeowner permits

Miscellaneous

Description	Permit Fees
Permanent and Temporary Service Connection	\$95.00
Manufactured Home on Blocking or Piles	\$95.00

Additional 4% Safety Code Council Levy added to cost of permit - Minimum \$4.50

Town of Drumheller/ Palliser

Electrical Permits 2020

**Residential and Non-Residential
Addition / Renovation / Garage, etc.**

(based on contract value)

NOTE: Contract values over \$30,000 may require a plan review.

GL 1.1.2601.522 P03

Contract Value	Permit Fee
\$0.00 to \$1,000.00	\$100.00
\$1,000.01 to \$3,000.00	\$120.00
\$3,000.01 to \$3,500.00	\$160.00
\$3,500.01 to \$4,000.00	\$185.00
\$4,000.01 to \$4,500.00	\$230.00
\$4,500.01 to \$6,500.00	\$280.00
\$6,500.01 to \$8,500.00	\$335.00
\$8,500.01 to \$10,000.00	\$380.00
\$10,000.01 to \$14,000.00	\$430.00
\$14,000.01 to \$18,000.00	\$490.00
\$18,000.01 to \$22,000.00	\$538.00
\$22,000.01 to \$26,000.00	\$576.00
\$26,000.01 to \$30,000.00	\$646.00
\$30,000.01 to \$34,000.00	\$694.00
\$34,000.01 to \$38,000.00	\$754.00
\$38,000.01 to \$42,000.00	\$802.00
\$42,000.01 to \$46,000.00	\$862.00
\$46,000.01 to \$50,000.00	\$905.00
\$50,000.01 to \$60,000.00	\$1,013.00
\$60,000.01 to \$70,000.00	\$1,109.00
\$70,000.01 to \$80,000.00	\$1,169.00
\$80,000.01 to \$90,000.00	\$2,127.00
\$90,000.01 to \$100,000.00	\$1,325.00
\$100,000.01 to \$110,000.00	\$1,433.00
\$110,000.01 to \$120,000.00	\$1,541.00
\$120,000.01 to \$130,000.00	\$1,589.00
\$130,000.01 to \$140,000.00	\$1,649.00

Add \$75.00 for homeowner permits

Additional 4% Safety Code
Council Levy added to cost of
permit. Minimum \$4.50

Contract Value	Permit Fee
\$140,000.01 to \$150,000.00	\$1,692.00
\$150,000.01 to \$160,000.00	\$1,740.00
\$160,000.01 to \$170,000.00	\$1,800.00
\$170,000.01 to \$180,000.00	\$1,848.00
\$180,000.01 to \$190,000.00	\$1,908.00
\$190,000.01 to \$200,000.00	\$1,956.00
\$200,000.01 to \$210,000.00	\$2,004.00
\$210,000.01 to \$220,000.00	\$2,064.00
\$220,000.01 to \$230,000.00	\$2,112.00
\$230,000.01 to \$240,000.00	\$2,160.00
\$240,000.01 to \$250,000.00	\$2,220.00
\$250,000.01 to \$300,000.00	\$2,349.00
\$300,000.01 to \$350,000.00	\$2,503.00
\$350,000.01 to \$400,000.00	\$2,657.00
\$400,000.01 to \$450,000.00	\$2,811.00
\$450,000.01 to \$500,000.00	\$2,965.00
\$500,000.01 to \$550,000.00	\$3,170.00
\$550,000.01 to \$600,000.00	\$3,390.00
\$600,000.01 to \$650,000.00	\$3,610.00
\$650,000.01 to \$700,000.00	\$3,830.00
\$700,000.01 to \$750,000.00	\$4,050.00
\$750,000.01 to \$800,000.00	\$4,270.00
\$800,000.01 to \$850,000.00	\$4,490.00
\$850,000.01 to \$900,000.00	\$4,710.00
\$900,000.01 to \$950,000.00	\$4,930.00
\$950,000.01 to \$1,000,000.00	\$5,150.00
Add \$150.00 for each additional \$100,000 (or portion of) after \$1,000,000	Add \$160.00 for each additional \$100,000 (or portion of) after \$1,000,000

Town of Drumheller/Palliser

Gas Permits

2020

GL 1.1.2601.521 P04

Residential

Number of Outlets	Permit Fee
1	\$90.00
2	\$100.00
3	\$110.00
4	\$120.00
5	\$130.00
6	\$140.00
7	\$150.00
8	\$160.00
9	\$175.00
10	\$185.00
Fee for each outlet over 10	\$10.00

Miscellaneous

Description	Permit Fee
Secondary Gas Line (Gas Co-op)	\$90.00
Propane Tank Installation	\$90.00

Additional 4% Safety Code
Council Levy added to cost of
permit - Minimum \$4.50

Town of Drumheller/ Palliser

Gas Permits

2020

GL 1.1.2601.521

Non-Residential

New Installations
Temporary Heat
Replacement Appliances

BTU Input	Permit Fee
0 to 50,000	\$95.00
50,001 to 100,000	\$100.00
100,001 to 150,000	\$105.00
150,001 to 200,000	\$130.00
200,001 to 250,000	\$150.00
250,001 to 300,000	\$155.00
300,001 to 350,000	\$160.00
350,001 to 400,000	\$165.00
400,001 to 450,000	\$175.00
450,001 to 500,000	\$180.00
500,001 to 550,000	\$185.00
550,001 to 600,000	\$190.00
600,001 to 650,000	\$195.00
650,001 to 700,000	\$200.00
700,001 to 750,000	\$205.00
750,001 to 800,000	\$210.00
800,001 to 850,000	\$215.00
850,001 to 900,000	\$220.00
900,001 to 950,000	\$225.00
950,001 to 1,000,000	\$235.00
Fee for each additional 100,000 BTU (or portion of) after 1,000,000	\$10.00

Description of Work	Permit Fee
Propane Tank Set	\$90.00
Propane Refill Center - 1 inspection	\$90.00

Additional 4% Safety Code Council Levy added to cost of permit - Minimum \$4.50

**Town of
Drumheller/Palliser
Plumbing Permits**

2020

GL 1.1.2601.526 P05

Residential and Non-Residential

Number of Fixtures	Permit Fee
1	\$90.00
2	\$95.00
3	\$100.00
4	\$105.00
5	\$115.00
6	\$120.00
7	\$125.00
8	\$135.00
9	\$145.00
10	\$155.00
11	\$160.00
12	\$165.00
13	\$175.00
14	\$180.00
15	\$190.00
16	\$195.00
17	\$200.00
18	\$210.00
19	\$215.00
20	\$225.00
21	\$230.00
22	\$235.00
23	\$245.00
24	\$250.00
25	\$260.00
Fee for each fixture over 25	\$10.00

d \$75.00 for homeowner perr

Private Sewage

Description	Permit Fee
Holding Tank, Open Discharge	\$180.00
Field, Mound, Sand Filter, Treatment Tank, etc.	\$260.00

\\townhall.dinosaurvalley.com\drumheller\home\Drumheller\My Documents\Draft Fee Schedule 2020 -Presented to Council December 09

2019

Safety - Plumbing

2019-12-06

Page 5

**Town of
Drumheller/Palliser
Plumbing Permits**

2020

GL 1.1.2601.526 P05

Additional 4% Safety Code Council Levy
added to cost of permit - Minimum \$4.50

**Town of Drumheller
Fee Schedule**

GL 1.1.2601.431

FIRE DISCIPLINE FEES

RESIDENTIAL and NON-RESIDENTIAL:

PERMIT FEE

Occupancy Load

Fire Investigation

Fire Inspection

Minimum fee of \$100.00 per inspection.



DRUMHELLER

RESILIENCY AND FLOOD MITIGATION OFFICE



TITLE:	Provision of Land Services – DRM Program
DATE:	December 9, 2019
PRESENTED BY:	Robert Jenkins – DRM Program
ATTACHMENT:	

SUMMARY:

Administration is seeking a resolution of Council authorizing a 5 - 7 year contract for the provision of Land Services to assist the Drumheller Flood Mitigation and Climate Adaptation System Initiative (DRM Program) in the negotiation of various interests in lands including acquisition of some properties that will be required under the DRM Program as well a role in Indigenous Consultations.

BACKGROUND:

The Town of Drumheller has chosen to make significant investment to mitigate flooding and adapt to a changing climate. In June of 2018 the Town began the process of applying to the Federal and Provincial Governments for financial assistance to implement a long term strategy.

The Town now is moving forward to implement this initiative through the Drumheller Flood Mitigation and Climate Adaptation System (DRM Program) and has established the Office of Resiliency and Flood Mitigation (DRM Office). A Chief Resiliency and Flood Mitigation Officer has been appointed to direct the DRM Program. The next step in the program is to secure a contract for Land Service to assist the program moving forward.

A Request for Proposals was publicly advertised on the Alberta Purchasing Connection for submissions from individuals or private firms who can undertake the LAND SERVICES contract for a 5 – 7 year project. Three proposals were received at 2 PM on Thursday, November 21, 2019 and were evaluated by Robert Jenkins and Rhonda King of the DRM Project Team on the basis of the following selection criteria:

RATING	EXPLANATION
5 -Excellent	Exceeds Requirement/Adds Value
4 - Above Average	Exceeds Minimum Requirements
3 - Average	Meets Minimum Requirements
2 - Below Average	Falls Short of Expectations. Lacking Innovation
1 - Poor	Falls to Meet Minimum Requirements
0 - Non Responsive	Did Not Attempt to Address Requirement

The respective ratings were weighted on the following basis:

CRITERIA	WEIGHTING
Knowledge of Red Deer River Basin, Drumheller Flood Mitigation Systems, and affected Indigenous Community	40
Linear Project Performance	20
Experience & Qualifications of Firm and Team members	20
Fees	20

The ratings out of 100 were determined as follows:

COMPANY	RATING
Canada West Land Services Ltd.	48
MSL Land Services Ltd.	56
Scott Land & Lease Ltd.	76

The most favorable proposal was determined to be that of Scott Land & Lease Ltd.

Scott Land & Lease disclosed that “one of our senior people identified within this proposal, and who has contributed to the preparation of this proposal, Michelle Tetreault, is the wife of Darwin Durnie, Chief Resiliency and Flood Mitigation Officer for the Town of Drumheller. Should Scott land be awarded this Project, we will require confirmation from the Town that there is clarity and transparency on this relationship.”

Michelle Tetreault is also part of the DRM Project Team responsible for communications.

RECOMMENDATIONS:

Approve the recommend resolution to engage Scott Land & Lease Ltd. to provide land services to the DRM Program as set out in its proposal dated November 19, 2019. During the implementation of the DRM Program and during the performance of the services contract with Scott Land & Lease, the respective duties of Michelle Tetreault for the DRM Program and with Scott Land & Lease will be delineated and well defined.

DISCUSSION (OPTIONS/BENEFITS/DISADVANTAGES):

A Land Services Contract will assist in the development of components of the DRM Program and strategy, and will provide consistent, reliable professional expertise for acquiring various interests in lands including rights of way agreements, easements and crossing agreements and in the acquisition of certain lands that may become necessary in the implementation of the DRM Program.

FINANCIAL IMPACT:

The cost of the Land Services will be fully funded under the Disaster Mitigation and Adaptation Funding Grant as part of the long-term strategy. The value of fees under the contract will be determined on a unit cost basis for certain services plus time and expenses for other tasks. The RFP included estimates of the number of parcels on which to negotiate rights of entry, rights of way, temporary workspace, pipeline and utility crossings. For other tasks, the proponents identified the time and fee estimations. By way of information, the total estimate of the costs of services provided by each proponent was as follows:

COMPANY	COST
Canada West Land Services Ltd.	\$1.918 Million
MSL Land Services Ltd.	\$1.275 Million
Scott Land & Lease Ltd.	\$1.241 Million

The initial budget estimate for the land services contract is as follows:

SERVICE	COST
Interests in Land including Acquisition	\$900,000
Indigenous Consultation	\$150,000
Communications	\$150,000
Total	\$1,200,000

As well a further \$150,000 is estimated for advertisement and public engagement not provided under the Land Services contract.

STRATEGIC POLICY ALIGNMENT:

The Council 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.

COMMUNICATION PLAN:

Upon award of this project, the successful proponent will receive a Letter of Award and the unsuccessful proponents will receive Letters of Non-Award.

MOTION: Councillor _____

- 1. That the Council of the Town of Drumheller award the Land Services contract for the Drumheller Flood Mitigation and Climate Adaptation System Initiative to Scott Land & Lease Ltd. effective December 11, 2019 to December 31, 2024, with the provision of a 2-year extension.**
- 2. That the Council authorize an initial appropriation of \$ 1,200,000 for the contracted land services and a further \$150,000 for advertisement and public engagement for the DRM Program.**

Prepared by: Robert Jenkins, Rhonda King - DRM Program Team



Approved by: Darryl Drohomerski, Chief Administrative Officer