WELCOME TO BLOOMING PRAIRIES & HIGHLAND DELL

Blooming Prairies
205 – 2 Ave S
Morrin, AB T0J 2B0

Highland Dell
106 – 1 Ave NW
Delia, AB T0J 0W0

Vision

To lead our community in age-friendly, home-like accommodation.

Mission

We ensure Drumheller and area seniors have a high quality of life by providing affordable and supportive accommodations.

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SUNSHINE LODGE

Where Friends Become Family!

HILLVIEW LODGE

DRUMHELLER DISTRICT SENIORS FOUNDATION

Dear New Resident,

It is with great pleasure that I welcome you to your new home. It's my desire that you discover a wealth of memories within its walls. New friendships, leisure opportunities, a carefree environment and pleasurable experiences will be a part of your daily routine.

The Drumheller & District Seniors Foundation takes pride in ensuring its residents are comfortable, satisfied, and safe in each lodge it administers. We know that it is important for you to feel at home in your new surroundings and will do our utmost to ensure a smooth transition.

As Acting Chief Administrative Officer for the Drumheller & District Seniors Foundation I am responsible for the Lodge Program, ensuring that it continues to address the needs of the residents within. Please be assured that our lodges meet or exceed all government standards for which they are regularly inspected.

Further, I am proud of all my staff who play an integral part in the successful operation of the Foundation. Our united goal is to make each lodge environment a pleasing one for residents.

Again, welcome to your new home. I look forward to getting to know you better and hope your stay is both enjoyable and memorable.

Respectfully,

Glenda Youngberg CAO
Drumheller & District Seniors Foundation

696 – 6th Ave E. Drumheller, AB. T0J 0Y5
Ph: 403-823-3290, ext. 225 Fax: 403-823-2070
cao@ddsf.ca
www.ddsf.ca

Our Core Values

We value dignity and respect.

We believe in the inherent value and worth of all individuals and that they should be treated without discrimination or prejudice.

We value choice.

We believe that providing personal preferences to each Resident is essential in delivering an enriched, fulfilled, and comfortable lifestyle.

We value collaboration.

We believe that we are interdependent with each other and our environment and that as a team we can achieve greater impact in the context of the common good of our community.

We value integrity.

We believe in an open, honest approach and accountability that strengthens relationships between our Residents, Employees, Stakeholders, and the DDSF.

We value compassion.

We believe that all individuals have the right to be treated with kindness and empathy.

We value well-being.

We believe in the intrinsic value, dignity, safety, and uniqueness of each individual and that well-being encompasses all aspects of physical, mental, spiritual, and social life.

DRUMHELLER & DISTRICT SENIORS FOUNDATION
698 – 6 Ave. E.
Drumheller, AB T0J 0Y5
Phone: 403-823-3290 Fax: 403-823-3777 Email: reception@ddsf.ca

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ELIGIBILITY

The Resident Manager with approval from the CAO will determine eligibility by:

- Reviewing the application submitted
- Conducting an interview with the applicant
- Completing the Social Housing Accommodation rating

You are eligible for Self-Contained Social Housing accommodation if you are:

- 65 years of age or older
- Preference is given to residents of Drumheller and surrounding area
- Medically stable
- **Functionally independent**
- Within the Core Housing Need:
  - Unable to acquire or maintain suitable accommodation without paying more than 30% of your total income
  - Total annual income below the **Core Need Income Threshold** established for Drumheller

Functional Independence is defined as being physically, mentally and emotionally able to look after your own personal needs with or without the assistance of community-based services and be able to interact socially with other tenants. Applicants who require **constant** medical supervision would not qualify for residency.

Functional independence includes:

- Managing personal medications
- Maintaining appropriate personal hygiene
- Maintaining an appropriate diet
- Ability to maintain the unit in safe and clean condition
- Ability to live amicably with fellow tenants
- Willingness to follow tenancy guidelines established for community living

Core Need Income Threshold

According to section 8(2)(b) of the Social Housing Accommodation Regulation, a households' annual income must be below Core Need Income Threshold to be eligible for social housing and for the management body to meet the requirement of providing accommodation to those in greatest need.

Blooming Prairies Price List

As of February 2025

Basic Rent 30% of monthly income ($800 per month max)

*Tenants are responsible for their own power bill

Highland Dell Price List

As of February 2025

Basic Rent 30% of monthly income ($800. per month max)

*Tenants are responsible for their own power bill

The Resident Manager can be reached at the Sunshine Lodge at **403-823-3290, ext. 223** from Monday-Friday between 8:00am-4:00pm for any questions or concerns.

Rent is due on the first of each month. Electronic funds transfers are accepted for your convenience. If you wish to pay by cheque please bring your rent cheques to the Receptionist at Sunshine Lodge Monday-Friday between 8am-4pm, or mail them to:

Sunshine Lodge
698 – 6 Avenue East
Drumheller, AB T0J 0Y5

The DDSF has a Project Operations Manager who oversees the Maintenance Department. There are 2 maintenance workers Monday-Friday between 8:00am-4:00pm, and 1 on-call during evenings, weekends and holidays.

If you have any maintenance issues, please call Sunshine Lodge at **403-823-3290** and either speak to the receptionist or if the answering system starts, **DIAL 1** to speak to a staff member. Please make sure to identify yourself and your suite #. Please be very clear on what the issue is so that the staff can relay the message to our maintenance department.

Each suite is supplied with a fridge, stove, washer, dryer and drapes for the bedroom and living room.

Tenants are responsible for contacting SHAW or TELUS directly for TV.

Tenants are responsible for contacting Direct Energy for power. Please contact the Resident Manager to obtain the site ID # before calling. **1-888-420-3181**

All tenants are required to submit their Notice of Assessment to the Resident Manager annually after Income Taxes are completed. Rent calculations will be completed in May/June and any rent changes will be effective July 1.

Tenants' annual income will be compared to the Core Need Income Threshold (CNIT) established for Drumheller to ensure that they still qualify for Social Housing Accommodation. If a current tenants' income becomes over the CNIT an addendum to the Lease Agreement must be signed. As outlined in section 8.3 of the Lease Agreement, a tenant whose income is over the CNIT may be presented with a 3 month notice to vacate the premises.

RULES & REGULATIONS
(from Lease Agreement)

If any of the Rules and Regulations listed below are not followed, it would be considered a breach of the Lease Agreement and depending on the severity may lead to DDSF to request the tenant to find other accommodations.

1. **CLEAN CONDITION**
   The Tenant shall keep the Premises clean and dispose of all garbage in the proper manner. Carpets, floors, walls, windows and appliances must be kept clean.

2. **ALTERATIONS**
   No alterations, painting, wall papering or redecorating shall be done by tenants without the written consent of the Landlord. If any alterations, additions or improvements are made, the Premises shall be returned to their former state and condition, unless the Landlord desires such alterations, additions or improvements to remain, in which case, they shall become the property of the Landlord without any compensation or indemnity being allowed to the Tenant thereof.

3. **WALLS**
   Tenants shall not drive nails, screws, hooks, etc. into or otherwise mutilate the walls, floors, ceilings or woodwork of the Premises except as approved by the Landlord.

4. **WINDOWS**
   Tenants will not shake, clean or hang laundry, rugs, mats, clothes, bedding, etc. from windows. Nor shall any objects whatsoever be thrown from windows. Tenants shall not place or hang anything out of windows. No flower boxes or other objects are to be placed on outside window ledges or railings.

5. **WATER**
   The water shall not be left running unless in actual use. To prevent flooding shower curtains must be put **inside** the bathtub.

6. **WIRING**
   No wires or electric lights, ceiling fans, television, or radio connections or otherwise, are to be introduced, nor the position of any existing wires altered, and the telephone shall be permitted only at the place in the Premises provided for the same.

7. **WEATHER DAMAGE**
   The Tenant is responsible if windows are left open causing plumbing to freeze, or causing damage to the floors or walls by rain.

8. **STATE OF REPAIR**
   The Tenant acknowledges that he has inspected the Premises and is satisfied with the state of repair and will report immediately to the Landlord any and all damages that may occur thereafter.

9. SAFETY

The Tenant must keep and observe all health, fire and police regulations of the Province or Municipality.

10. FIRE

It is the responsibility of the Tenant, in the event of a real fire, call **911,** -evacuate the building. Warn your fellow tenants.
Cottages, Villas, Blooming Prairies, and Highland Dell suites are all provided with a smoke detector that is tested annually.

11. COMBUSTIBLES

No combustible material or flammable liquid shall be kept on the Premises except in small quantities and in containers approved for this purpose.

12. ANIMALS

In accordance with Policy **4.08** tenants of Blooming Prairies and Highland Dell who wish to have a pet must sign a Pet Agreement and pay a Pet Deposit.

13. PARKING

If parking facilities are used, the Tenant does so at his own risk and is required to park in the spot allotted to him. Unlicensed or inoperable vehicles parked on the Landlord's property will be removed at the Tenant's expense. Only one vehicle per suite is permitted. Please park in your assigned parking area or on the street.

14. SIGNS

The Tenant shall not place or expose or allow to be placed or exposed anywhere in the Premises within or without, any placard, notice, plate or sign for advertising purposes, nor shall the Tenant affix to the Premises or erect hereon any radio or T.V. antenna or towers, without the written consent of the Landlord.

15. NOISE AND DISTURBANCES

Tenants shall not do or permit to be done in the Premises anything that it likely to disturb or be a nuisance to the other Tenants or neighbors. Tenants shall not allow the noise of their radio, T.V., stereo, musical instruments, cars or guests to disturb other Tenants during the day or night.

16. KEYS

If keys are lost, you will be charged a service fee which includes DDSF maintenance staff and lock smith.
All tenants will be provided with one key to their suite. Tenants are permitted to make additional copies if need be.

17. SMOKING

As per Policy **4.05** smoking is not permitted anywhere inside the building. When smoking outside tenants must be 5 meters away from the building as per Alberta's Smoke-Free Legislation.

18. AIR CONDITIONERS

All air conditioners installed in tenant suites must be CSA approved. Tenants are responsible for the purchase of the air conditioner and for any repair costs required. The DDSF maintenance department will install all air conditioners.

- Tenants in the Cottages, Villas, Blooming Prairies, and Highland Dell are asked to check with management prior to purchasing an air conditioner to ensure it is the correct style and size.

22. RIGHT TO AMEND

The Landlord shall have the right to amend these regulations and make from time to time such additional reasonable regulations as in its judgment may be needed for the safety, care and cleanliness of the Premises, and for the preservation of good order therein, and such regulations shall be kept and observed by the Tenants.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	1.04
Title:	Eligibility – Self-Contained
Department:	Admission and Discharge
Board Approval Date:	August 22, 2019
Revised Date:	

Policy Statement: The DDSF ensures that all new residents are eligible for housing based on the following criteria:

1.04.01 Self-Contained – Eligibility

You are eligible for self-contained accommodation if you are:

- 65 years of age or older
- Preference is given to residents of Drumheller and the surrounding area (includes Delia, Morrin, Munson & Starland County)
- Functionally independent
- Within the core housing need:
  - Unable to acquire or maintain suitable accommodation without paying more than 30% of your total income
  - Total annual income below the core need income threshold established for Drumheller

1.04.02 **Functional independence** is defined as being physically, mentally, emotionally and medically able to look after your own personal needs with or without the assistance of community-based services (such as Home Care, Helping Hands, etc.) and being able to interact respectfully with other residents. Applicants who consistently require unscheduled medical supervision would not qualify for residency.

1.04.03 Applicants who are under the age of 65 will be reviewed by the CAO and/or the board of directors for approval on an individual basis.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	2.02
Title:	Motorized Scooters
Department:	Resident
Board Approval Date:	September 19, 2019
Revised Date:	

Policy Statement: The Drumheller & District Seniors Foundation encourages the independence of residents and tenants. The use of a motorized scooter allows for independent transportation outside of the facility. Resident and tenant safety are a priority for both scooter users and fellow residents/tenants.

2.02.01 All motorized scooters shall be subject to approval by the DDSF prior to their operation on any property being managed by the DDSF.

2.02.02 The motorized scooter shall be parked and stored in a designated area outside the facility as approved by the Resident Supervisor. Failure to comply with the parking/storage requirements will result in the removal of the unit from the facility at the owner's expense. Scooters are not allowed inside the building and must be driven on sidewalks **only**, not lawns.

2.02.03 The owner of the motorized scooter will be charged a monthly fee from May through September to help cover the cost of electricity, parking, and storage. This fee will be determined by the Board of Directors and will be payable with the monthly rent.

2.02.04 Any damage caused to the facility by the motorized scooter will be the responsibility of the owner.

2.02.05 The owner will be responsible for the security and safety of the scooter as well as the appropriate liability insurance coverage.

2.02.06 The management reserves the right to require an assessment if he/she feels that the resident/tenant is unable to operate the scooter safely.

2.02.07 It is recommended that the scooter be equipped with a flag that is visible while in use on public sidewalks. It is also recommended that each resident carry a fully charged cell phone while operating their scooter, in case of an emergency.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	2.19
Title:	Pet Visitation
Department:	Resident
Board Approval Date:	May 30, 2016
Revised Date:	August 22, 2025

Policy Statement: In support of providing quality care, and to balance the environmental and legislative requirements with those that encourage the emotional well-being of residents, the Drumheller and District Seniors foundation has established guidelines for pets visiting our facilities. Reasonable precautions shall be taken to ensure the safety of individuals and to prevent the transmission of diseases from animals to residents, staff and visitors.

2.19.01 Dogs, cats, and caged tame birds may be brought into the Drumheller and District Seniors Foundation facilities for the purpose of visiting residents. Animals other than those listed may be brought into the facility with the approval of the Resident Supervisor.

2.19.02 Proof of immunization records must be presented prior to scheduling a visit. Copies of immunization records may be kept on file in the Resident Supervisor's office if visitors wish; otherwise, the copies of immunization records must be presented prior to each scheduled visit.

2.19.03 Animals must not attend if they are unwell.

2.19.04 Pets are not permitted in the dining room or the food service area.

2.19.05 The pet owner assumes responsibility for the animal during the visit and must accompany the animal at all times. Staff will not assume responsibility for animal care.

2.19.06 Under no circumstances are animals allowed to roam freely in our facilities. Animals must be on a leash or in a pet carrier and must be always under the control of the owner.

2.19.07 The owner will immediately clean up any animal waste when accidents occur.

2.19.08 Should the animal show aggression, scratch, or bite an individual, staff must be notified immediately to ensure appropriate treatment is given and adequate documentation occurs. (e.g. Incident report and/or employee WCB report and seek medical treatment immediately). Public Health will

be notified (**403-820-6004**). If an animal shows aggression, scratches, or bites a resident, visitor or staff member, management reserves the right to revoke visitation privileges.

2.19.09 Pets will be permitted on the premises for visitation only. Residents must obtain approval from the Landlord for any overnight visitation, such approval being at the sole discretion of the Landlord.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	3.16
Title:	Concern Resolution
Department:	Operational
Board Approval Date:	February 24, 2022
Revised Date:	

Policy Statement: The Drumheller & District Seniors Foundation promotes an easily accessible process to enable residents, families, and the general public to voice concerns and/or complaints related to the services provided.

3.16.01 The DDSF will acknowledge the receipt of all concerns/complaints within three (3) working days.

3.16.02 The resolution of a concern/complaint will be handled as close as possible to the source of the concern/complaint.

3.16.03 The process for residents, families, and the public to follow is:

- The concern/complaint form is to be used always, unless the concern/complaint is minor and can be resolved within a matter of a few minutes.
- If the matter cannot be resolved quickly to the initiator's satisfaction, the concern/complaint form must be used and the matter taken to the department supervisor.
- The supervisor will investigate the concern/complaint by conducting interviews with the parties involved, if appropriate within three (3) working days. If the matter is still not resolved to the initiator's satisfaction, the matter will be taken to senior management.
- Senior management will begin to investigate the written concern/complaint in a timely manner not to exceed five (5) working days. Investigation may include meetings with all parties involved.
- Resolution outcome will be provided to the initiator or the concern/complaint in writing within 10 days upon completion of the investigation.

3.16.04 The DDSF welcomes and encourages feedback from residents, families, and the general public and promotes an envronment where they can voice their concerns without fear of retribution or reprisal.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	4.01
Title:	Unregistered Guests
Department:	Self-Contained
Board Approval & Review Date:	May 19, 2022
Revised Date:	August 25, 2025

Policy Statement: In order to avoid a misunderstanding and/or conflict between the management and tenant this policy explains how DDSF will manage visitors and guests.

4.01.01 A tenant must receive written consent from the landlord for any overnight guests planning to stay more than 7 days. Any tenant that has not received prior written consent from the landlord and allows an unregistered guest to share their accommodations for more than seven [7] days in a calendar month they will be in breach of article #5 of their lease agreement and may be subject to eviction.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	4.05
Title:	Smoking / Vaping
Department:	Self-Contained
Board Approval Date:	May 26, 2016
Revised Date:	January 7, 2019

Policy Statement: Due to the irritation and known health risks of exposure to secondhand smoke, increased risk of fire, and increased maintenance, cleaning, and redecorating costs, all forms of smoking shall be prohibited. *(This includes but is not limited to tobacco, marijuana, vaping and e-cigarettes.)*

4.05.01 Tenants, visitors and business invitees shall not smoke tobacco or cannabis, vape, or use e-cigarettes in the unit rented or anywhere in the building where the tenant's dwelling is located.

4.05.02 As of June 1, 2019, the building will be completely smoke free. Any smoking of tobacco or cannabis on the property will be in the designated areas only.

4.05.03 When smoking outside the building, tenants, visitors and business invitees must be 5 meters away from the building as per Alberta's Smoke Free Legislation.

4.05.04 The tenant shall inform their visitors of the non-smoking policy. Further, the tenant shall give the landlord a written statement of any incident where smoke is migrating into the tenant's unit from sources outside of the tenant's unit.

4.05.05 Within reason, the landlord will investigate any infractions when notice of the presence of smoke or vapor is presented via personal knowledge, and/or written notice by a tenant.

4.05.06 The landlord disclaims any implied or express warranties that the premises will have any higher or improved air quality than any other rental property. The landlord does not warranty or promise that the rental premises or common areas will be free from secondhand smoke. The landlord's ability to police, monitor, or enforce compliance with this policy is dependent in significant part on voluntary compliance by the tenants. Tenants with respiratory ailments, allergies, or any other physical, mental, emotional, or psychological conditions relating to smoke are advised that the landlord does not assume any higher duty of care to enforce this policy than any other landlord obligation under the lease agreement. Illegal substances are strictly prohibited on the premises. Should any illegal substances be found, the police will be contacted.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	4.07
Title:	Bed Bugs
Department:	Self-Contained
Board Approval Date:	July 15, 2014
Revised Date:	

Policy Statement: The Drumheller & District Seniors Foundation is committed to an effective and efficient response to tenants who suspect they may have bed bugs.

4.07.01 As soon as the tenant suspects that they have bed bugs they must contact the Resident Manager.

4.07.02 The Resident Manager will collect a sample of the bug if possible and have the Public Health Inspector determine if it is a bed bug.

4.07.03 If it is determined that bed bugs are present, the tenant will be provided with a detailed list of instructions for the removal and laundering of their personal items. DDSF is not responsible for washing, drying, and/or dry-cleaning.

4.07.04 The Resident Manager will notify the pest control company as soon as possible so the exterminator can be dispatched. Please note that should a tenant notify management on a weekend or holiday, the pest control company will be contacted on the next business day.

4.07.05 Once it has been determined that bed bugs are present in the unit, tenants may not, at any time deny the exterminator or DDSF staff access to the unit.

4.07.06 Bed bugs are a serious community issue and all tenants are expected to comply with all instructions given to them within 24 hours once bed bugs have been confirmed within their living space.

4.07.07 Insecticides alone will not control bed bug infestations. Tenant cooperation and following the instructions on the **Bed Bug Preparation Checklist** is required for the treatment to work. The tenant *must not* hinder the treatment of the unit. If the tenant does not cooperate and/or does not complete the checklist, DDSF may terminate the lease.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	4.08
Title:	Pets, Blooming Prairie & Highland Dell
Department:	Self-Contained
Board Approval Date:	July 15, 2014
Revised Date:	August 22, 2025

Policy Statement: Any tenant who wishes to keep a pet must complete a pet agreement, signed by both the tenant and the landlord. This policy is limited to common household pets (cats, dogs, fish, and birds) and does not include livestock, wild, or exotic animals. Vicious or dangerous pets are also not permitted. A pet duly determined to constitute a nuisance or threat may be required to be removed immediately.

4.08.01 The tenant must pay a pet deposit in addition to the security deposit.

4.08.02 No tenant is allowed more than 1 pet in total per unit, except in the case of fish and birds (limit of 4 combined).

4.08.03 No pet may exceed 15” in height, measured to the top of the pet’s shoulders.

4.08.04 DDSF has the right to refuse any pet they feel would be inappropriate.

4.08.05 DDSF may set the maximum number of pets allowed in any building or a portion of the building.

4.08.06 Tenants must keep the unit, including patios, balconies, lawns and yards free of pet odors, insect infestations, litter, pet urine and feces.

4.08.07 Tenants must make a reasonable effort to prevent pets from gnawing, chewing, scratching or otherwise damaging doors, walls, window and floor coverings in the rented unit, as well as in common areas. Common areas include walkways, greenspace, lawns and shrubbery. Tenants are liable for damage caused by their pets.

4.08.08 Tenants must clean up after pets and always carry ample bags or other tools to adequately dispose of pet waste.

4.08.09 Pets must always wear identification.

4.08.10 Pets must be properly licensed and inoculated, and spayed/neutered when over the age of six months and tenants must provide proof of these requirements.

Policy:	4.08
Title:	Pets, Blooming Prairie & Highland Dell
Department:	Self-Contained
Board Approval Date:	July 15, 2014
Revised Date:	August 22, 2025

4.08.11 Tenants are responsible for keeping areas where pets are housed clean, safe, and free of parasites, including fleas.

4.08.12 Tenants must always keep pets under control. Cats & dogs must be leashed when outside the unit.

4.08.13 Tenants must acknowledge and abide by any no-pet areas on the property.

4.08.14 The tenant must remove a pet from the premises and DDSF may terminate the tenancy agreement when:

- The tenant is in breach of this policy.
- The tenant fails to care for the pet.
- The pet causes noise or in any way disturbs the quiet enjoyment, health, safety, rights, and comforts of other tenants.
- The pet generates odors which offend others.
- The pet urinates or defecates anywhere in the building or within any flower or vegetable garden.
- The pet is left unattended on the property, other than in the unit.
- The pet enters areas of the property where entry by a pet is prohibited.
- The pet has bitten, clawed, or otherwise harmed any persons or other pets.
- The tenant fails to inform DDSF of any changes to information provided on the pet agreement.
- The pet is infested with fleas, other parasites, or diseases.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	Reason for Eviction
Title:	4.09
Department:	Self-Contained
Board Approval Date:	November 27, 2025
Revised/Reviewed Date:	

Policy Statement: This policy is to inform the residents of the reasons why DDSF may evict a resident from the property.

24-hour notice

This type of eviction is used only in two serious circumstances. First, when the landlord believes the tenant has caused significant damage to the rental unit. Second, when the tenant has assaulted (or threatened to assault) the landlord or another tenant.

In cases of assault or verbal threats, the landlord can also choose to skip the 24-hour notice and apply directly to the Residential Tenancy Dispute Resolution Services to end the tenancy.

14-day notice (eviction for cause)

All other evictions from Drumheller and District Seniors Foundation will come with a 14-day notice to vacate. The 14-day notice is used to evict tenants “in the event of a substantial breach.”

A substantial breach occurs when the tenant:

- Tenant has not paid rent in full when due
- Tenant interferes with the landlord or landlord’s employees
- Tenant disturbs other tenants (for example, by playing loud music late at night, being noisy, drunkenness)
- Tenant endangers others in the building
- Tenant causes significant damage to the residential premises
- Tenant does not maintain or keep clean the residential premises and all property included in the residential tenancy agreement
- Smoking in the resident’s unit
- Use of illicit drugs
- Tenant does not vacate the premises when the tenancy ends

The 14-day notice means that **the tenant has 14 full days to vacate.** Neither the day the notice is given nor the final day count as part of the 14.

Policy:	Reason for Eviction
Title:	4.09
Department:	Self-Contained
Board Approval Date:	November 27, 2025
Revised/Reviewed Date:	

48-hour notice

The 48-hour notice is for just one circumstance: when a tenant has vacated the rental unit and another, unauthorized person is living there. In such cases, the landlord can give the unauthorized person 48 hours to vacate before applying for a court order to remove that person and end the tenancy.

If there are unauthorized tenants living in the unit with the authorized tenants also still there, the landlord would instead give a 14-day notice to the unauthorized tenants.

If the tenant objects to the reasons given in the 14-day notice, they must give an objection, in writing, to the landlord before the 14 days are over. Then, the landlord can either rescind the notice, or apply to the Residential Tenancy Dispute Resolution Service (RTDRS) or the Alberta Courts for an order to have the tenant removed.

Until a decision is made by either the RTDRS or the Courts, the tenant can continue living in the rental unit.

If the notice is for unpaid rent, the tenant has the right to cancel the notice by paying any outstanding rent in full before the termination date on the notice.

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DRUMHELLER DISTRICT SENIORS FOUNDATION

Policy:	5.05
Title:	Involvement in Residents' Personal Affairs
Department:	Personnel
Board Approval Date:	July 23, 2015
Revised Date:	August 22, 2025

Policy Statement: The Drumheller & District Seniors Foundation must ensure that residents, their representatives, employees, and volunteers are aware of the policies regarding involvement of employees and volunteers in the financial and non-financial affairs of residents.

5.05.01 The Drumheller & District Seniors Foundation ensures the protection of both the residents and the employees (i.e. preventing the employees from taking advantage of vulnerable residents and to prevent the residents from accusing employees of theft after doing business with them).

5.05.02 Employees/volunteers/affiliates who are actively participating in the treatment and/or care of a resident shall not:

- Refer the resident to a private practice or business in which home care or Alberta Health Services has a vested interest.
- Take money to run errands or do favors for a resident (i.e. going to the store). No money or gifts may exchange hands between a resident and a staff member for any reason.
- Knowingly be appointed as a power of attorney, named as a beneficiary or executor in a will, named in a personal directive, or any other type of guardianship of a resident.
- Use their employment at DDSF to benefit their business. This includes conducting this business while on duty, or while on the employer's property, or using means of communication available to staff for soliciting business.
- Any situation that may arise out of the normal scope **must** have prior approval of the CAO.

Five things seniors can do to prepare for an emergency:

1. Keep a record of medical conditions, allergies and current medications with you at all times, if possible. Note the name and contact numbers for your usual pharmacy and doctors in case you need to renew a prescription in a hurry.

2. Keep all of your current medications and an overnight toiletries bag together for ease of collection and quick transport. Same goes for any essential medical equipment.

3. Make a plan of action, and discuss it with your emergency contacts, for what to do in case of an urgent situation; include back up plans, such as determining a safe place to meet up should you be separated or out of communication. Keep an address book with your emergency contacts handy.

4. Make sure your home or residence has an 'emergency kit' which contains 72 hours' worth of non-perishable food, water, can opener, flashlight and back up batteries, hearing aids and batteries, incontinence products, battery-powered radio, copies of important documents and a first-aid kit.

5. Consult Canada's Public Health Agency which lists a number of helpful resources on emergency preparedness: Emergency Preparedness and Seniors and Your Preparedness Guide.

CONTACT NUMBERS

SUNSHINE LODGE	**403-823-3290**
GLENDA YOUNGBERG **(CAO)**	**403-823-3290 ext. 225**
(Resident Manager)	**403-823-3290 ext. 223**
MAINTENANCE	**403-823-3290**

Jason Westin
Doug Stevenson
Edwin Maglalang

VALLEY BUS – 403-823-1319
AMBULANCE-POLICE-FIRE – 911

Any emergency maintenance needed after hours or on weekends please call the Lodge. When the automated system answers DIAL 1 for Sunshine Lodge, provide a detailed message & a contact phone number to the staff who answers.

DRUMHELLER & DISTRICT SENIORS FOUNDATION
698 – 6th Ave E
Drumheller, AB T0J 0Y5
Ph: 403-823-3290 Fax: 403-823-3777 Email: reception@ddsf.ca

SELF-CONTAINED MOVE OUT PROCEDURES

DATE: _____

TO: _____

We acknowledge your intention to vacate from _____
on or before _____.

To assist you in having the maximum of your Security Deposit returned, we ask your cooperation in ensuring the following duties are performed.

- All areas of your premises must be cleaned and free from garbage.
- Thoroughly clean the refrigerator (inside & out).
- Wash the walls behind and alongside of fridge. Please leave it plugged in.
- Stove: wash the oven, top console panel, sides, range hood, filter, drip pans and bottom drawer. Wash walls behind and on sides of stove.
- Wash cupboards (inside & out), drawers, breadboards, counter tops and closet.
- Wash & thoroughly clean bathroom: vanity, light fixtures, tub, tiles, sink, toilet (inside & out) and ceiling vent.
- Wipe window ledges, vents, doors, and door jams, baseboards, free of dust or fingerprints.
- Wash all interior windows, window tracks and mirrors.
- Wash Washer & Dryer.
- Wash all floor areas including behind fridge & stove.
- Wash all the walls.
- Remove all belongings from Resident Storage room.

Carpet cleaning will be arranged by the Drumheller & District Seniors Foundation. Tenants may be billed, or the amount may be deducted from the security deposit, if the state of the carpet is left beyond “normal wear and tear”.

We thank you for your cooperation and trust your stay with us has been a pleasant one.

Resident Manager