



AGENDA
Regular Council Meeting
4:30 PM – Monday December 13, 2021
Council Chambers & Live Stream on Drumheller Valley YouTube Channel

1. CALL TO ORDER

2. OPENING REMARK

2.1 Upcoming Council Meetings

Strategic Planning – December 20th – 21st

Next Regular Meeting - Monday January 10th

Proposed Council Meeting Schedule for 2022
[Schedule](#)

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for December 13, 2021 Regular Council Meeting

Proposed Motion: That Council adopt the agenda for the December 13, 2021 Regular Council meeting as presented.

5. MINUTES

5.1 Minutes for the December 6, 2021 Regular Council Meeting as presented.

[Minutes Regular Council Meeting – December 6, 2021](#)

Proposed Motion: That Council approve the minutes for the December 6, 2021 as presented

6. DELEGATIONS

6.1 Apex Utilities – Shane Milner

6.2 Drumheller Public Library – Emily Hollingshead, Executive Director and
Samantha Haddon, Board Chair

[Library Presentation](#)

7. ADMINISTRATION REPORTS

7.1 CHIEF ADMINISTRATIVE OFFICER

7.1.1 2022 Committees and Boards – Travel Drumheller Representation
RFD + Chart

Proposed Motion: Moves that a member of Town of Drumheller administration act as a representative at the Travel Drumheller meetings on behalf of Council.

7.1.2 2022 Utility Rate Bylaw 23.21 – Second Reading + Third Reading
Utility Bylaw 23.21 - 2nd Reading

Proposed Motions:

That Council give second reading to the 2022 Utility Rate Bylaw 23.21 as presented.

That Council give third reading to the 2022 Utility Rate Bylaw 23.21 as presented.

7.2. DIRECTOR OF CORPORATE SERVICES

7.2.1 Request for Decision - 2022 Service Fee Schedule
RFD + Schedule

Proposed Motion: That Council approve the 2022 Service Fee Schedule as presented.

7.2. COMMUNICATIONS OFFICER

7.2.1 Ethelo – Drumheller Citizen Budget 2022 - Simulation Tool
Presentation

7.3 DIRECTOR OF INFRASTRUCTURE

7.3.1 Request for Decision – 2022 Community Clean Up + Presentation
RFD + Presentation

Proposed Motion: Moves that the Town of Drumheller implement the 2022 Community Clean Up, by continuation of the voucher program, the “Kick-It-To-The-Curb” event on the weekend following Labour Day, followed by a two-week Community Clean Up carried out in the period of September 12, 2022, to September 23, 2022.

7.4 DIRECTOR OF EMERGENCY AND PROTECTIVE SERVICES

7.4.1 Request for Direction – Policing Committee Terms of Reference – Policy
[RFD + Policy](#)

7.4.2 Request for Decision - Safety Policy C-09-21
[RFD + Policy](#)

Proposed Motion: That Council adopts the Safety Policy C-09-21 as presented.

7.5 RESILIENCY AND FLOOD MITIGATION PROJECT MANAGER

7.5.1 Request for Decision - Drumheller Resiliency and Flood Mitigation
Communication and Public Engagement Award
[RFD Document](#)

Proposed Motion: That the 2022 Communications and Public Engagement for the Drumheller Resiliency and Flood Mitigation be awarded to Alchemy Communications Inc. for the amount of \$ 330,000 (excluding GST).

8. CLOSED MEETING

8.1 Labour - FOIP 24 – Advice from Officials

Proposed Motion: That Council close the meeting to discuss labour as per FOIP 24 – Advice from Officials.

9. ADJOURNMENT

Proposed Motion: That Council adjourn the meeting.



2022

Subject to Change v 2021 Dec 10

PROPOSED Regular Council Meetings	PROPOSED Committee of the Whole
January 10	January 17
January 24	
February 7	February 14
Tuesday February 22	
March 7	March 14
March 21	
April 4	April 11
Tuesday April 19	
May 2	May 9
May 16	Tuesday May 24
June 6	June 13
June 20	
July 4	July 11
July 18	
Tuesday August 2	August 8
August 15	August 22
Tuesday September 6	September 12
September 19	
October 3	Tuesday October 11
October 17	October 24
November 7	November 14
November 21	
December 5	December 12
December 19	



MINUTES

Regular Council Meeting

4:30 PM – Monday December 6, 2021

Council Chambers, ZOOM Platform & Live Stream on Drumheller Valley YouTube Channel

Drumheller Valley YouTube Link:

<https://www.youtube.com/watch?v=Qw6rG4RU4cY>

IN ATTENDANCE

Mayor Colberg
Councillor Patrick Kolafa
Councillor Tony Lacher
Councillor Tom Zariski

Chief Administrative Officer (CAO): Darryl Drohomerski
Manager of Recreation, Arts and Culture: Darren Goldthorpe
Director of Corporate Services: Mauricio Reyes
Utilities Manager: Bill Adams
Resiliency and Flood Mitigation: Deighen Blakely

Online
Councillor Stephanie Price –
joined the meeting at 4:55pm
Councillor Crystal Sereda

Legislative Assistant: Denise Lines
Reality Bytes IT: Riddel Wiebe

1. CALL TO ORDER:
The Mayor called the meeting to order at 4:31pm
2. OPENING REMARK
 - 2.1 Municipal Affairs Letter – Response from Minister Mclver – Petition
3. AMENDMENT TO THE AGENDA
6.3.1 Request for Decision – 2022 Community Clean Up + Presentation moved to Dec 13 meeting
4. ADOPTION OF AGENDA
 - 4.1 Agenda for December 6, 2021 Regular Council Meeting

M2021.260 Moved by Councillor Zariski, Councillor Kolafa; that Council adopt the agenda for the December 6, 2021 Regular Council meeting as amended
5. MINUTES
 - 5.1 Minutes for the November 15, 2021 Regular Council Meeting as presented.

M2021.261 Moved by Councillor Lacher, Councillor Hansen-Zacharuk hat Council approve the minutes for the November 15, 2021 as presented

6. ADMINISTRATION REPORTS

6.1 CHIEF ADMINISTRATIVE OFFICER AND DIRECTOR OF CORPORATE SERVICES

Time Stamp: <https://youtu.be/RCnMI-BkcVE?t=779>

6.1.1 Request for Decision - 2022 Utility Operating Budget and 3 Year Utility Operating Financial Plan

Presented by Mauricio Reyes, Director of Corporate Services.

In comparison to other communities of a similar size Drumheller has a lower cost to users.

Explanation of water and wastewater expenses

Changes to the budget include increases to phone and internet due to upgrades.

The importance of slight increases to the operating budget to insure there are funds available in the reserves for future expansion, improvements and provincial or federal requirements.

Councillor Price joined the meeting at 4:55pm

M2021.262 Moved by Councillor Kolafa, Councillor Hansen-Zacharuk, that Council adopt the 2022 Utility Operating Budget and three (3) year Operating Financial Plan as presented.

Carried unanimously

6.1.2 Request for Decision - 2022 Utility Rate Bylaw 23.21 – First Reading

This is the last year of a 5 year model based on the plan to build a self sustaining utility as directed by Municipal Affairs. In order to complete a rate change, a bylaw needs to be approved.

M2021.263 Moved by Councillor Hansen-Zacharuk, Councillor Lacher; that Council give first reading to the 2022 Utility Rate Bylaw 23.21 as presented.

Carried unanimously.

6.2. DIRECTOR OF CORPORATE SERVICES

Time Stamp: <https://youtu.be/RCnMI-BkcVE?t=3422>

6.2.1 Request for Direction - 2022 Service Fee Schedule – First Draft Presentation

Presented by Mauricio Reyes, Director of Corporate Services

The request is that Council review the document and provide feedback and questions; the finalized document will come back to Council on December 13, 2021

The changes and improvements to the formatting of the schedule.

There were no changes to the rates in 2021 fee schedule, however Administration recommends an increase to certain areas due to service input costs continuing to increase and the current inflation rate being significantly higher than in previous years.

Council would like the kids drop in rate for the facilities to be \$ 5.00

6.3 DIRECTOR OF INFRASTRUCTURE

Time Stamp: <https://youtu.be/RCnMI-BkcVE?t=4645>

6.3.2 Request for Decision – Capital Budget Allocation – Upgrade of the Drumheller Penitentiary Booster Station and Alberta Municipal Water Wastewater Partnership (AMWWP) Grant Application

Presented by Bill Adams, Utilities Manager

This is a necessary upgrade to a vital piece of Town infrastructure.

The Penitentiary pays a water rate to the Town of Drumheller at the same rate as other users.

Upgrading the booster station equipment will help to create a more reliable service to the Penitentiary and Churchill water systems.

M2021.264 Moved by Councillor Hansen-Zacharuk, Councillor Zariski, moves to reserve a 2022 Capital Budget allocation of \$ 713,220.00 in support of the Town's cost share requirement for the upgrade of the Penitentiary Booster Station. The Town's cost share commitment is contingent on the approval of the Alberta Municipal Water Wastewater Partnership (AMWWP) grant application with a total project cost estimate of \$1,141,700.00.

Carried unanimously

6.4 MANAGER OF RECREATION, ARTS AND CULTURE

Time Stamp: <https://youtu.be/RCnMI-BkcVE?t=5348>

6.4.1 Request for Decision – Aquaplex and Badlands Community Facility Membership Model Presented by Darren Goldthorpe, Manager of Recreation, Arts and Culture

Administration has created a chart to compare the Membership rates to other municipalities of a similar size.

The continuous monthly pass option will bring more flexibility to the community. This report does not talk about rates but just the change from three, six and twelve month memberships to a monthly model.

Council would like to see a report comparing the facility usage of residents vs non – residents.

D. Drohomerski left Chambers at 5:52pm – returned at 5:54pm

Mayor Colberg left Chambers at 6:08pm – returned at 6:10pm

Councillor Kolafa left Chambers at 6:11pm – returned at 6:14pm

Councillor Zariski left Chambers at 6:17pm – returned at 6:19pm

M2021.265 Moved by Councillor Lacher, Councillor Kolafa; that Council approves the implementation of the Continuous Monthly Pass model for the recreation memberships and adjust membership fees as presented effective January 1, 2022.

Carried unanimously

6.5 RESILIENCY AND FLOOD MITIGATION PROJECT MANAGER
Time Stamp: <https://youtu.be/RCnMI-BkcVE?t=6906>

6.5.1 Flood Activities Update
Presented by Deighen Blakely; Project Manager

Dike D Open House is on Thursday December 9, 2021 – Zoom Platform 12pm – 2pm and at the BCF 6pm – 8pm – the new format has received positive feedback from participants
Funding requests have been submitted for 5 additional dikes
Community Advisory Committee is available for questions from the community
Consultation continues with our partners at Alberta Environment, Fish and Wildlife, Aboriginal Consultation Office, Apex Utilities and Atco Power
Discussions with affected land owners continues
Updates to the Land Use Bylaw and Municipal Development Plan are in progress

7. CLOSED MEETING

7.1 Flood Department Activities – Advice and Recommendations- FOIP 24 – Advice from Officials

M2021.266 Moved by Councillor Lacher, Councillor Hansen-Zacharuk, that Council close the meeting to discuss flood department activities as per FOIP 24 – Advice from Officials. Time 6:23pm

Carried unanimously

M2021.267 Moved by Councillor Lacher, Councillor Kolafa, that Council open the meeting. Time 8:23pm

Carried unanimously

8. ADJOURNMENT

M2021.268 Moved by Councillor Sereda, Councillor Price; that Council adjourn the meeting. Time 8:23pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRUMHELLER PUBLIC LIBRARY REPORT TO COUNCIL FALL 2021



1

Agenda

Drumheller Public Library in 2021: Pandemic Year Two

- Library Introduction
- Evolving Library Services
- Programming and Collection
- Community
- Interim Statistics

Looking forward to 2022

- Programming and Collection
- Community
- Sponsorship Opportunities
- Preparing for Centennial
- Staffing
- Budget 2022

2

Library Introduction

The Drumheller Public Library serves residents of Drumheller and the surrounding area through:

Services	Materials	Programs
Printing, Faxing, & Photocopying	Local collection includes ~28,000 items:	Children's story, craft, music, & STEM programs
One-on-One Technology Tutoring	Books	Teen life skills, craft, and leadership programs
Reader's Advisory	Audiobooks	Adult art, travel, community-building, and book club programs
Genealogical & Historical Research Support	DVDs & Blu ray Movies	
	Magazines	
	Musical Instruments	
	Tools	
	Craft Kits	

Our membership in the Marigold Library System gives Drumheller patrons access to the physical collections of over 180 Alberta libraries and to thousands of digital resources, including ebooks and audiobooks, databases, online courses, and Alberta-specific homework help.

3

Evolving Library Services

2021 saw a lot of changes in library services as our understanding of COVID-19 transmission grew and the availability of vaccines stabilized circumstances. Starting with full closure in early January, we are now back to near-typical library services, with the exception of those services which encourage gathering.

Most recently, we have added a Little Free Pantry to contribute to food security in the Valley and have offered a Fine Amnesty Week to reduce barriers to Library access.

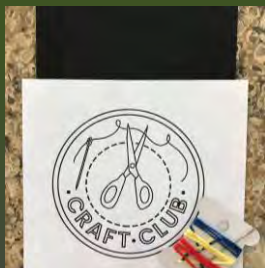


4

Programming and Collection

Experimenting with programming: Globe Craft Club kits, BookBento subscription boxes, outdoor programming in Drumheller neighbourhoods, Storytime @ Home kits

Emphasis on enhancing Indigenous, 2SLGBTQ+, and disabled representation in all areas of our local collection, as well as other diversity markers relevant to Drumheller's population.



5

Community

This Is Home Project based on Melody Warnick's book *This Is Where You Belong: The Art and Science of Loving the Place You Live* and inspired by Red Deer Library's 2020 "Dear Red Deer" project

290-member Facebook group

Weekly discussion and activity posts

A great opportunity to welcome and engage new community members and celebrate what's special about Drumheller!

Extra copies of *This Is Where You Belong* will be sent to Marigold at the end of 2021 so another library can put their own spin on the project in their town

6

Interim Statistics

2019	2020	2021 As of November 30th
Physical item circulation: 62,055	Physical item circulation: 24,642	Physical item circulation: 34,792
Ebook circulation*: 7,917	Ebook circulation*: 9,667	Ebook circulation*: 8,898
Curbside pickups: N/A	Curbside pickups: 548	Curbside pickups: 2,153
Entrances: 65,413	Entrances: 18,791	Entrances: 12,513
Card holders: 1,593	Card holders: 896	Card holders: ~999
Wifi use: N/A	Wifi use: N/A	Wifi use: 1,163

*Ebook circulation includes ebooks, eaudiobooks, and emagazines

7

Planning for 2022 Programming

Rebuilding Programming:

Online,
Outdoors
Asynchronous

8

Planning for 2022 Community

This Is Home 2 with Doug Griffiths' 13 Ways to Kill Your Community

Exploring new community partnerships to help community members connect in new ways

9

Planning for 2022 Sponsorship Opportunities

New build sponsorship contracts for Youth Space, Children's Corner, and Large Program Room expired in November 2021

The Youth Space and Large Program Room have been enhanced since original sponsorship and the Library now has a second program room and a new Quiet Space available for sponsorship

We look forward to working with the Town in 2022 to recruit new sponsors for these five high-value portions of the Town's building

10

Planning for 2022 Sponsorship Opportunities



11

Planning for 2022 Sponsorship Opportunities



12

Planning for 2022 Preparing for Centennial

The Drumheller Public Library will celebrate its centennial in 2023!

2022 will be partly dedicated to preparing the Library's space and offerings to launch the next leg of our journey in Drumheller.

13

Budget 2022

Increase in service hours, staffing, and operational expenses to more typical levels

Budget accounts for inflation and takes first step in bringing staff compensation in line with comparable positions here in Drumheller and in Alberta libraries to ensure we are equipped to retain and recruit qualified staff to serve our community.

14

Thank You

To the Town of Drumheller for many years of strong support, financially and otherwise

To Drumheller Public Works for ready help and creative solutions

To the Town-appointed Drumheller Public Library Board for hundreds of hours invested every year to keep the Library responsible, sustainable, and growing

To Drumheller Public Library staff for bringing their best every day for our community

To the Drumheller Library Society for enabling special projects that give the Library that something extra

To the Badlands Community Facility for teaming up, helping out, and lending us dishes

The Library wouldn't be what it is without you

REQUEST FOR DECISION

TITLE:	2021 / 2022 Board and Committee Appointments - Revised
DATE:	December 10, 2021
PRESENTED BY:	Darryl Drohomerski, CAO
ATTACHMENT:	Board and Committee Appointments 2021 - Revised

SUMMARY:

The purpose of Council's Organizational Meeting is to approve appointments to Boards and Committees. This is a requirement under the Municipal Government Act, Section 192(1). This meeting is held annually. Council could decide to appoint a delegate to act on their behalf.

After a discussion with Travel Drumheller it is recommended that a representative from administration would be appointed rather than a Councillor.

RECOMMENDATION:

That Council appoint the Town of Drumheller's Manager of Economic Development as the representative for Travel Drumheller.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Alignment with the Municipal Government Act and Good Governance.

COMMUNICATION STRATEGY:

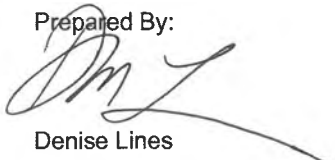
Board appointments are posted on the Town's website.

MOTION:

Moves that a member of Town of Drumheller administration acts as the representative to Travel Drumheller on behalf of Council.

SECONDED:

Prepared By:



Denise Lines
Legislative Assistant

Approved By



Darryl Drohomerski
Chief Administrative Officer



Board and Committee Appointments 2021/22

Appointee	Committee	Committee	Committee	Committee	Committee	Committee
Heather Colberg	Flood Committee	Airport Commission	Emergency Management	Downtown Revitalization	Intermunicipal Collaboration Framework Committee	Drumheller Revitalization Company
Lisa Hansen-Zacharuk	Flood Committee	Economic Development Advisory Committee	Red Deer River Municipal Users Group	Chamber of Commerce	Intermunicipal Subdivision and Development Appeal Board	
Pat Kolafa	Community Futures	Economic Development Advisory Committee	Emergency Management	Drumheller and District Solid Waste Association	Intermunicipal Collaboration Framework Committee	
Tony Lacher	Valley Bus Society	Taxi Commission	Emergency Management	Flood Committee	Municipal Planning Commission	Intermunicipal Development Plan Board
Stephanie Price	Drumheller Public Library Board	Drumheller Community Learning Centre	Drumheller Stampede & Agricultural Society	Taxi Commission		
Crystal Sereda	Drumheller Housing Authority	Intermunicipal Subdivision and Development Appeal Board	Palliser Regional Municipal Services	Policing Committee	Citizens On Patrol	
Tom Zariski	Drumheller and District Seniors Foundation	Municipal Planning Commission	Drumheller Health Foundation	Red Deer Assessment Review Board	Intermunicipal Development Plan Board	Drumheller Revitalization Company

**TOWN OF DRUMHELLER
BYLAW NUMBER 23.21**

Repeals Bylaw 23.20

A BYLAW TO PROVIDE FOR THE LEVYING AND COLLECTING OF CHARGES AND RATES FOR WATER SERVICE, SEWER SERVICE AND RECYCLING SERVICE.

WHEREAS, the *Municipal Government Act, R.S.A. 2000, c. M-26* hereinafter referred to as the M.G.A provides for Council to pass bylaw, and;

WHEREAS, the Municipal Council of the Town of Drumheller deems it necessary to raise such funds as required in order to finance these services;

NOW THEREFORE, the Council of the Town of Drumheller, duly assembled, enacts as follows:

1. SHORT NAME

This Bylaw shall be cited as the "2022 Utility Rate Bylaw".

2. DEFINITIONS

2.1 For the purposes of the Bylaw, the following definitions shall apply:

- a) "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.
- b) "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.
- c) "Group 1" includes connections with meters 1" and under "Group 2" includes connections with meters from 1 ¼" to 2""Group 3" includes connections with meters from 3" to 4" "Group 4" includes connections with meters from 6" to 8"
- d) "Institutional Premises" shall mean a complete building that operates as a school,hospital, nursing home, or seniors lodge.
- e) "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.

- f) "Unit" shall mean a Dwelling Unit, Commercial Premises, Industrial Premises, or Institutional Premises

3. CHARGES AND FEES

3.1 Monthly Meter Charges - zero (0) consumption included

Rate Group	Water	Wastewater
Group 1	\$17.06	\$14.16
Group 2	\$58.63	\$79.20
Group 3	\$379.25	\$314.58
Group 4	\$1092.36	\$905.98

3.2 Water Rate

Per cubic meter	\$2.1734
-----------------	----------

3.3 Waste Water Rate

Per cubic meter	\$2.2765
-----------------	----------

Sewage volume is calculated at 80% if water consumption **or**;

Properties with only a sewer connection pay \$41.22 monthly

3.4 Bulk Water

Per cubic meter	\$6.9624
-----------------	----------

3.5 Recycling

Fee per unit	\$3.00
--------------	--------

4. PENALTIES

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.

5. DISCONNECTION / RECONNECTION FEES

Disconnection Notice Service	\$25.00
Reconnection / Disconnection During Business Hours	\$50.00
Reconnection / Disconnection During Non-Business Hours	\$150.00

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

6. TRANSITIONAL

- 6.1 Bylaw 23.20 is hereby repealed.
- 6.2 This Bylaw comes into effect on January 1, 2022.

READ A FIRST TIME THIS 6th DAY OF DECEMBER, 2021

READ A SECOND TIME THIS __ DAY OF DECEMBER, 2021

READ A THIRD AND FINAL TIME THIS __ DAY OF DECEMBER, 2021

MAYOR

CHIEF ADMINISTRATIVE OFFICER

REQUEST FOR DECISION

TITLE:	Service Fee Schedule 2022
DATE:	December 13, 2021
PRESENTED BY:	Mauricio Reyes, CPA, CMA, CAMP Director of Corporate Services/ Chief Financial Officer
ATTACHMENTS:	2022 Proposed Service Fee Schedule

SUMMARY:

The proposed Service Fee Schedule for 2022 is presented to Council for approval.

RECOMMENDATION:

Administration recommends that Council approve the 2022 Service Fee Schedule as presented.

DISCUSSION:

Each year Administration conducts a review of the service fees for all departments. Based on this review, Administration provides recommendations to Council on proposed changes to service fees.

In the prior year, due to the impacts of Covid-19, Administration recommended no changes to the 2021 service fees. This fall Administration performed a review and analysis of service fee changes over the last five (5) years and concluded that, while some fees have remained unchanged, others have increased at an annual growth rate varying from 1% to 1.6%. With this in mind, Administration recommends changes to specific areas of the service fees, and no change to others.

Although Covid-19 is still a factor, it is Administration's view that increases to some of the fees are needed for the following reasons:

- No increases occurred in 2021;
- Services input costs have continued to increase;
- The current inflation rate is significantly higher than in previous years.

Consequently, Administration is recommending a 3% increase to some fees. Other fees are either being kept at current levels or the recommended increase is higher than 3%. More details are provided under each of the following sections:

Administration

It is Administration's opinion that these fees are fair and recommends no changes.

Airport

The airport is currently managed by a volunteer from the Airport Commission. When his term concludes on December 31, 2021, the Airport Manager will provide recommendations to change the way the Town charges for airport hangar lots. He has indicated that fees should be charged according to lot size, which are varied, and that categories should be created to do so. Once the Airport Manager's recommendations are provided, Administration will review them and recommend changes to the fees.

Administration recommends no changes to the airport fees at this time. Changes will be recommended sometime in 2022.

Animal Licensing

Administration recommends a 3% increase in 2022.

Cemetery

Administration recommends a 15% increase to the following non-resident fees:

- Full plot – increase from \$1,095 to \$1,260;
- Cremains plot – increase from \$495 to \$570;
- Niche top two (2) rows – increase from \$1,230 to \$1,415;
- Niche lower two (2) rows – increase from \$1,170 to \$1,345.

For all other cemetery fees, Administration recommends a 3% increase.

Development Permits

Administration is recommending a 3% increase to all development fees.

Safety Codes Permits

Currently, a Quality Management Plan (QMP) is underway. This document needs to be in place before Administration can post a Request for Proposal for safety code services. In 2022, once new contracts for safety code services are in place, Administration will be reviewing and recommending changes to the fees.

Administration recommends no changes to the safety codes permit fees at this point. Changes will be recommended sometime in 2022.

Recreation

Administration recommends a 3% increase to all recreational fees with the exception of memberships.

Under Memorial Arena rates, drop-in ice rates have been added at a cost of \$5.00 per admission. Children under who are 6 years of age or under are free.

Under BCF rentals, Administration has improved the language under banquet halls and room rentals. Consequently, the term “private” has been replaced by “non-resident” and the term “local” has been replaced by “resident”. For clarity, a resident is a person, business, or entity that resides within the Town’s boundaries. A non-resident is a person, business, or entity that resides outside of the Town’s boundaries.

At the December 6, 2021 Regular Council meeting, Council approved a new membership fees model. Consequently, annual, six months, and three month membership options are being discontinued. Under the new model, all memberships will be on a month-to-month basis that will auto-renew each month until the member decides to pause or cancel their membership. Subsequent to Council approving the new membership model on December 6th, 2021, Administration recommends further adjustments to the proposed 2021 membership fees. Under the new proposed membership fees, facility users who paid for memberships annually will see the total annual cost of their membership remain at or near the 2021 annual cost.

Finally, as per Council direction, the 2022 drop-in rate for youth has been reduced to \$5.00 per admission at Badlands Community Facility and at the Aquaplex.

Miscellaneous

It is Administration’s opinion that these fees are fair, and recommends no changes.

FINANCIAL IMPACT:

In 2022, service fee revenue is expected to increase by 3% in those areas where increases are recommended. All other revenue is expected to remain stable.

STRATEGIC POLICY ALIGNMENT:

Good governance, fiscal responsibility, strong economic development practices, and quality of life for all residents.

COMMUNICATION STRATEGY:

Once approved by Council, the approved 2022 Service Fee Schedule will be posted on the Town website and distributed to all Town departments.

MOTION:

Councillor _____

MOVES that Council approve that 2022 Service Fee Schedule as presented.

SECONDED: Councillor _____

Mauricio Reyes

Prepared by:
Mauricio Reyes
Director of Corporate Services/Chief Financial Officer



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

PROPOSED - DECEMBER 13, 2021

TOWN OF DRUMHELLER

2022 Service Fee Schedule



**DRUMHELLER
VALLEY**

DINOSAUR CAPITAL OF THE WORLD

Table of Contents

Administration.....	2
Airport.....	3
Animal License.....	3
Cemetery.....	4
Development Permits.....	5
Safety Code Permits	
Building Permits.....	6
Electrical Permits.....	7
Fire.....	9
Gas.....	9
Plumbing.....	11
Recreation Facilities	
Aquaplex.....	12
Arena.....	14
Ball Diamonds.....	15
Badlands Community Facility.....	15
Memberships.....	17
Miscellaneous.....	18

ADMINISTRATION

Account Management

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

Assessment Appeal

Local Assessment Review Board (LARB - residential)	\$ 200.00
Commercial Assessment Review Board (CARB - multi residential and commercial)	\$ 650.00

Assessment Information Request by Third Party

Information regarding legal description, latest assessment and historical assessments	\$ 36.75
---	----------

Fax

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

FOIP Requests

Freedom of Information and Protection of Privacy Regulation, AR200/95 Per request submission Additional costs may be determined after review of request	\$ 25.00
---	----------

NSF charges	\$ 35.00
--------------------	----------

Photocopying

Black and white per page	\$ 0.30
Colour per page	\$ 1.00

Copies of information other than photocopies

Reprint fee for invoice, account history or receipt	\$ 25.75
Per tax certificate	\$ 38.75

AIRPORT

Lot for own hanger

Per year (site improvements not included)

\$ 275.00

ANIMAL LICENSING

Note: Proof from a veterinarian of alteration (spaying or neutering) and/or proof of microchip or tattooing is required in order to apply for those rates.

Annual Animal Licence	Dogs	Cats
Altered with microchip or tattoo	\$ 16.50	\$ 11.00
Altered without microchip or tattoo	\$ 33.00	\$ 33.00
Unaltered with microchip or tattoo	\$ 38.75	\$ 38.75
Unaltered without microchip or tattoo	\$ 55.25	\$ 55.25

CEMETERY

Note: A burial permit is required for all burials.

Type of Service	Resident	Non-Resident
Plots		
Full Plot	\$922.00	\$1,260.00
Open/Close – weekday	\$459.00	\$459.00
Open/Close – weekend, holiday	\$593.00	\$593.00
Winter fee – (Nov 01 to Mar 31)	\$237.00	\$237.00
Cremains		
Cremains plot (maximum 2 cremains)	\$464.00	\$570.00
Open/Close – weekday	\$150.00	\$150.00
Open/Close – weekend, holiday	\$175.00	\$175.00
Winter fee – (Nov 01 – Mar 31)	\$83.00	\$83.00
Niche		
Top 2 rows – each cremains – max 2	\$1,267.00	\$1,415.00
Lower 2 rows – each cremains – max 2	\$1,205.00	\$1,345.00
Open/Close – weekday	\$222.00	\$222.00
Open/close – weekend, holiday	\$264.00	\$264.00
Engraving	\$556.00	\$556.00
Memorial Wall		
Plaque engraving for memorial wall	\$237.00	\$237.00
Scatter Garden		
Permit to scatter cremains in Scatter Garden – no memorial plaque	\$98.00	\$98.00
Permit to scatter cremains in Scatter Garden with memorial plaque	\$237.00	\$237.00

DEVELOPMENT PERMITS

Photocopying

Base maps (black and white - 8 1/2 x 11)	\$ 11.50
Land Use Bylaw (colour)	\$ 14.75
Municipal Development Plan (colour)	\$ 16.75

Development Permits

Range in Construction Value	Fees
Under \$ 10,000	\$ 67.00
\$ 10,001 - \$ 50,000	\$ 87.50
\$ 50,001 - \$ 100,000	\$ 118.50
\$ 100,001 - \$ 150,000	\$ 180.25
\$ 150,001 - \$ 200,000	\$ 273.00
\$ 200,001 and over	\$ 334.75

Development Appeal Fee \$ 257.50

Compliance Certificates

Residential (each)	\$ 87.50
Non-Residential (each)	\$ 154.50

Encroachment Agreement

Includes title search and registration \$ 309.00

File Review

Application Rate	\$ 27.30
30-day response: Application Rate plus \$ 9.25 per ¼ hr	\$ 9.50
7-day rush response: Application Rate plus \$ 13.85 per ¼ hr	\$ 14.50

SAFETY CODE PERMITS

Note:

Safety Code Council Levy

Pursuant to the Alberta Safety Codes Act Section 23(1), a mandatory additional 4% will be added to the cost of all Building, Electrical, Gas and Plumbing permits, with a minimum \$4.50 charge per permit.

Building Permit Fees

Manufactured Home

Placement (on blocking or piles) \$ 115.00

Modular Home

Move-on Relocation (on crawlspace or basement)

Minimum Fee \$ 115.00

Based on square footage of main floor \$ 0.30

New Residential Single Family Dwelling

Minimum Fee \$ 115.00

Based on price per \$1,000.00 of construction value \$ 8.00

Residential Addition/Renovation/Garage/Multi-Housing

Residential and Non-Residential

Minimum Fee \$ 115.00

Based on price per \$1,000.00 of construction value \$ 8.00

Demolition

Minimum Fee \$ 115.00

Based on price per \$1,000.00 of construction value \$ 2.50

Oil and Gas

Minimum Fee \$ 450.00

Based on price per \$1,000.00 of construction value \$ 8.00

Electrical Permit Fees

New Residential Single-Family Dwelling

Based on square footage

Square Feet	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
5,001 square feet and over	\$ 315.00
Additional homeowner permit	\$ 75.00

Miscellaneous

Permanent and Temporary Service Connection	\$ 95.00
Manufactured Home on blocking or piles	\$ 95.00

Residential and Non-Residential – Addition/Renovation/Garage etc.

Based on contract values

Contract values over \$ 30,000.00 may require a plan review

Contract Value	Fees
\$ 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

2022 Service Fee Schedule - Proposed

\$ 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
\$ 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

2022 Service Fee Schedule - Proposed

\$ 1,000,001.00 and over	additional \$ 160.00 per each additional \$ 100,000 (or portion of \$ 100,000.00)
Additional homeowner permit	\$ 75.00

Fire Permits

Fire Discipline – Residential and Non-residential

Minimum fee per inspection	\$ 100.00
Occupancy Load – Time and Materials minimum fee	\$ 100.00
Fire Investigation – Time and Materials minimum fee	\$ 100.00
Fire Inspection – Time and Materials minimum fee	\$ 100.00

Gas Permits

Residential

Number of Outlets	Fees
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
For each outlet over 10	\$10.00

Miscellaneous

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

Non-Residential

Type of Installation	BTU Input	Fees
	0 – 50,000	\$ 95.00
	50,001 – 100,000	\$ 100.00
New Installations	100,001 – 150,000	\$ 105.00
	150,001 – 200,000	\$ 130.00
Temporary Heat	200,001 – 250,000	\$ 150.00
	250,001 – 300,000	\$ 155.00
Replacement Appliances	300,001 – 350,000	\$ 160.00
	350,001 – 400,000	\$ 165.00
	400,000 – 450,000	\$ 175.00
	450,001 – 500,000	\$ 180.00
	500,001 – 550,000	\$ 185.00
	550,001 – 600,000	\$ 190.00
	600,001 – 650,000	\$ 195.00
	650,001 – 700,000	\$ 200.00
	700,001 – 750,000	\$ 205.00
	750,001 – 800,000	\$ 210.00
	800,001 – 850,000	\$ 215.00
	850,001 – 900,000	\$ 220.00
	900,001 – 950,000	\$ 225.00
	950,001 – 1,000,000	\$ 235.00
	1,000,001 or more - each additional portion of 100,000 BTU	\$ 10.00

Propane

Propane Tank Set	\$ 90.00
Propane Refill Center – 1 inspection	\$ 90.00

Plumbing Permits

Residential and Non-Residential

Number of Fixtures	Fees
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
Each Fixture over 25	\$ 10.00
Additional Homeowner Permit	\$ 75.00

Private Sewage

Holding Tank, Open Discharge	\$ 180.00
Field, Mound, Sand filter, Treatment Tank, etc.	\$ 260.00

RECREATION FACILITIES

AQUAPLEX

Rentals

Note: GST is included in the following three listed prices.

Swim Suits (deposit required)	\$ 4.00
Towel	\$ 2.75
Shower/use of change-room facilities (no pool access)	\$ 2.75

Pool Rentals

Swim Club – per hour	\$ 70.00
Swim Club – per hour – per lane	\$ 12.50
Royal Tyrell Museum Edu-tour/camp-ins per person April 1-March 31	\$ 3.75

Other Group Pool Rentals

Number in Group for Pool Rentals	Local Groups	Non-Local Groups
1 to 25	\$ 82.00	\$ 123.00
26 to 35	\$ 117.25	\$ 158.75
36 to 45	\$ 152.50	\$ 193.50
46+	\$ 188.00	\$ 226.75

Aquaplex Admissions (per swim)

Note: GST is included in prices listed.

Swimming Lessons

Note: Swimming lessons for children 14 and under are GST exempt.

Swimming Lesson Type	Fees
Pre-school/Stroke Proficiency (30 minutes)	\$ 39.25
Swim Kids – 1 to 4 (45 minutes)	\$ 49.75
Swim Kids – 5 to 7 / Junior Lifeguard Club (60 minutes)	\$ 62.00
Swim Kids – 8 to 10 (90 minutes)	\$ 86.25
Private Lessons – 1 child (30 minutes)	\$ 17.00
Additional child (30 minutes)	\$ 6.00
School Lessons (August – June each year)	\$ 31.50
Adult Lesson – drop-in	\$ 18.25
Adult Session	\$ 53.00

MEMORIAL ARENA

Admission Type	Drop-in	10 Pack Tickets
5 and under (within arms reach of someone 16 yrs+)	FREE	FREE
Youth (ages 6-17 yrs) *must be 8 years+ to come unaccompanied	\$ 5.00	\$ 45.00
Adult (ages 18-59 yrs)	\$ 8.50	\$ 76.50
Senior (60+)	\$ 6.00	\$ 54.00
Family	\$ 19.25	N/A
Daily Rate add-on - Single admission	\$ 2.50	N/A
Daily Rate add-on - Family admission	\$ 5.50	N/A

Memorial Arena Rate Time Period	
ICE Rentals	
Prime Time:	
Weekdays	4:00 pm – 11:30 pm
Weekends	7:00 am – 9:45 pm
Holidays	7:00 am – 11:30 pm
Non - Prime Time:	
Weekdays	6:00 am – 4:00 pm
NO ICE Rentals	
Summer Rates	April 1 – July 31

Memorial Arena Rental Rates

User Group	NO ICE Rental Fees per Hour	ICE Rental Fees per Hour		
	Summer	Prime Time	Non-Prime Time	Junior "A"
Youth Groups	\$ 73.75	\$ 92.50	\$ 68.50	-
Local Adult Hockey	\$ 73.75	\$ 187.50	\$ 137.50	-
Out of town users	\$ 73.75	\$ 204.50	\$ 155.00	-
Jr "A" Practice	-	-	-	\$ 121.00
Jr "A" Games	-	-	-	\$ 168.75

Memorial Arena Drop-in Admission

Note: GST is **included** in prices listed.

	5 yrs and under	6 yrs and over
Public Skate	FREE	\$ 5.00
Shinny	FREE	\$ 5.00
Stick and Puck	FREE	\$ 5.00

BALL DIAMONDS

User Group	Per GAME Each Diamond (2-3 hour duration)	Per DAY Each Diamond
Youth	\$ 25.25	\$ 89.50
Adult	\$ 34.50	\$ 119.00

BADLANDS COMMUNITY FACILITY

Banquet Hall Room Rentals

Banquet Hall	Weekend	Daily	Hourly
Full Hall			
450 people seated at tables or 600 seated theatre style			
Non-resident	\$ 2,342.75	\$ 1,054.25	\$ 175.75
Resident	\$ 2,027.50	\$ 896.00	\$ 149.50
Non-Profit	\$ 1,911.75	\$ 843.00	\$ 140.75
2/3 Hall			
330 people seated at tables or 460 seated theatre style			
Non-resident	\$ 1,593.50	\$ 703.00	\$ 117.00
Resident	\$ 1,325.75	\$ 586.00	\$ 97.50
Non-Profit	\$ 1,274.00	\$ 562.00	\$ 93.75
1/3 Hall			
150 people seated at tables or 230 seated theatre style			
Non-resident	\$ 834.25	\$ 369.00	\$ 60.75
Resident	\$ 703.25	\$ 310.50	\$ 51.50
Non-profit	\$ 660.75	\$ 292.50	\$ 48.25
Terrace			

60 people seated at tables or 100 seated theatre style			
Non-resident	\$ 716.50	\$ 315.75	\$ 53.00
Resident	\$ 652.25	\$ 287.00	\$ 48.50
Non-profit	\$ 574.25	\$ 253.00	\$ 42.75
Kitchen			
per person per meal \$ 1.30			
minimum fee of \$ 87.80 to a max. fee of \$ 410.00			

**Badlands Community Facility
Meeting Room Rentals**

Meeting Space	Weekend	Daily	Hourly
Large Multi-Purpose Room			
40 people seated at tables or 60 seated theatre style			
Non-resident	-	\$ 205.00	\$ 35.50
Resident	-	\$ 175.00	\$ 29.00
Non-profit	Town Sponsored		
Small Multi-Purpose Room			
15 people seated at tables or 25 seated theatre style			
Non-resident	-	\$ 102.75	\$ 18.00
Resident	-	\$ 87.25	\$ 14.00
Non-profit	Town Sponsored		
Gallery			
30 people seated at tables or 50 seated theatre style			
Non-resident	-	\$ 205.00	\$ 35.50
Resident	-	\$ 175.00	\$ 29.00
Non-profit	-	\$ 70.50	\$ 18.00

**Badlands Community Facility
Recreation Space Rentals**

Recreation Space	Daily	Full hour	2/3 hour	1/3 hour
Field House				
Non-resident	\$ 1,171.75	\$ 177.75	\$ 140.75	\$ 70.75
Resident	\$ 937.50	\$ 117.25	\$ 93.75	\$ 47.00
Adult non-profit	\$ 914.25	\$ 88.00	\$ 70.75	\$ 35.50
Youth non-profit	\$ 879.00	\$ 71.00	\$ 47.00	\$ 23.75
Fitness Studio				
Non-resident	\$ 585.50	\$ 58.75	-	-
Resident	\$ 466.00	\$ 47.00	-	-

2022 Service Fee Schedule - Proposed

Adult non-profit	\$ 292.50	\$ 35.50	-	-
Youth non-profit	\$ 176.25	\$ 23.75	-	-
Play Space Drop-in				
per child	\$ 2.50			

Rental Definitions

Resident - a person, business, or entity that resides within the Town’s boundaries. Non-resident is a person, business, or entity that resides outside of the Town’s boundaries.

**Badlands Community Facility
Admissions**

Note: GST is included in prices listed.

Admission Type	Drop-in	10 Pack Tickets
5 and under	FREE	FREE
Youth (ages 6-17 yrs)	\$ 5.00	\$ 45.00
Adult (ages 18-59 yrs)	\$ 9.75	\$ 87.75
Senior (60+)	\$ 7.75	\$ 69.75
Family	\$ 19.25	N/A

Recreation Facility Memberships

for Aquaplex, Memorial Arena and Badlands Community Facility

Note: GST is included in prices listed.

Membership Fees – Per Month		
Membership Type	Single Facility (Aquaplex OR Badlands Community Facility)	Multi Facility (Aquaplex, Memorial Arena AND Badlands Community Facility)
5 and under	FREE	FREE
Youth (ages 6-17 yrs)	\$ 28.00	\$ 37.00
Adult (ages 18-59 yrs)	\$ 43.00	\$ 55.00
Senior (ages 60+)	\$ 28.00	\$ 37.00
Family	\$ 80.00	\$ 100.00
Activation Fee*	\$ 30.00	\$ 30.00
*applicable when membership is first activated or re-activated after being stopped		

Corporate Memberships

Corporate Memberships are eligible for a 20% discount on multi-facility memberships upon approval. Single facility memberships are not eligible for discount. Please speak to Aquaplex or Badlands Community Facility staff for eligibility requirements.

MISCELLANEOUS

Custom Work - Public Works

Per employee hour plus actual costs for materials, supplies and equipment, additional labour over roadbuilders:

Monday through Friday 8:00am – 4:30pm	\$	55.00
Any times outside of Monday through Friday 8:00am – 4:30pm	\$	80.00

Electronic Information

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

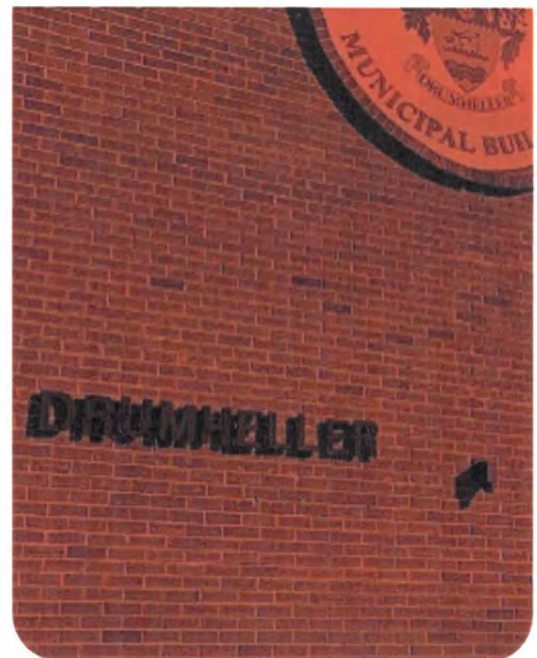
ETHELO

Drumheller Citizen Budget 2022

Overview

Contents

INTRODUCTION	03
PARTICIPATION	04
DEFINITION OF TERMS	05
BEST SCENARIO	06
VOTING RESULTS & COMMENTS	08
PARTICIPANTS	24
FEEDBACK	32



Introduction

From November 1st to November 21st, 2021, the Town of Drumheller used a budget simulation exercise called Citizen Budget for their 2022 budget consultation, as part of updating its Five-Year Financial Plan, in accordance with the Community Charter. This plan includes budgets for operating and capital expenditures for all departments within the municipality.

The aim was to gather public input to identify priorities for town spending and ideas for how Drumheller can deliver a balanced budget, as mandated for municipal governments by provincial legislation while maintaining (and enhancing) services most important to citizens.

Participants were tasked with increasing, decreasing or maintaining their property tax funding for different budget categories, while staying within a balanced budget, in the same way, that a town official would. Participants also voted on a sliding scale how important or unimportant each service was to them.

Ethelo used the results to generate a particular set of funding changes that are predicted to have the most community support. This report explores the engagement process and results.

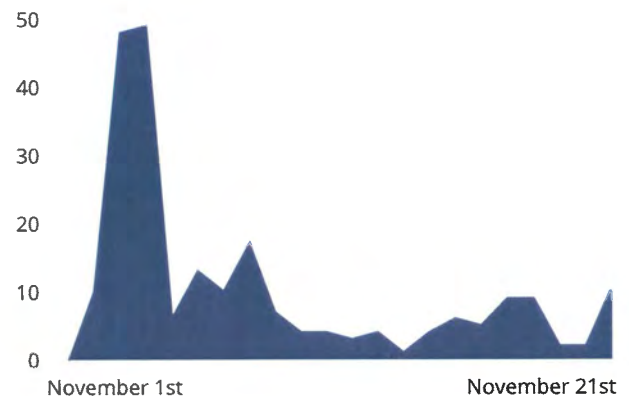
Participation

Over the 3 weeks that the engagement was live, the online platform garnered...

- 873 PAGE VIEWS
- 79 UNIQUE LOCAL PARTICIPANTS*
- 65 COMPLETIONS (≥ 1/3 OF QUESTIONS COMPLETED)
- 82% COMPLETION RATE
- 87 COMMENTS

*All participants were authenticated following the closure of the engagement based on their IP address, device ID, and voting patterns, to ensure respondents were local and singular in their votes. 16 staff and admin users were removed. One user was removed for participating after project end.

DAILY VISITORS



Overview

Definition of Terms

CONSENSUS

Consensus (Ethelo score) is a measure of the overall strength of the decision, considering both support (higher is better) and conflict (lower is better).

SUPPORT

Support is the average value of the votes, where the value of a totally opposing vote is 0 and a totally supportive vote is 100.

CONFLICT

Conflict is a measure of the level of disagreement in a group. Higher conflict scores represent internal resistance and risk of failure.

APPROVAL

Approval is the percentage of people who gave a positive vote rather than a neutral or negative vote. Approval above 50% is a traditional "majority".

Overview

Best Scenario

Below is the budget breakdown that would be most widely supported by participants.

SERVICE AREA	SENTIMENT	APPROVAL
General government	2% decrease	77%
Public works and Transportation services	Keep the same	78%
Garbage Collection and Disposal	Keep the same	78%
Family Community Support Services	5% increase	82%
Economic Development	Keep the same	77%
Recreation, Parks, Arts and Culture	Keep the same	72%
Protective Services	Keep the same	73%

Overview

Best Scenario

This scenario would be most widely supported by participants. The algorithm analyzed more than 50,000 budget design scenarios to identify this plan.

ADJUSTED TAX BILL: -0.29%

CONSENSUS ★★★★★★★★★★

SUPPORT ★★★★★★★★★★

CONFLICT ★★★★★★★★★★

APPROVAL ★★★★★★★★★★



Voting Results: Service Budgets

General Comments

General Government



"Reduced hours of operation at Town Hall open to the public - decreased open times to public so staff can focus on work without public distractions." 6

After giving themselves a raise during a recession and pandemic, council should consider putting those funds towards public maintenance funding." 2

"Where does the Valley Bus appear? An essential form of transportation plus a selling point for retirees relocating into our community."

Voting Results

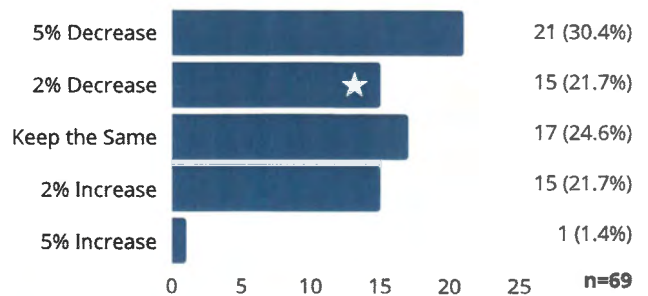
General Government

Based on your current satisfaction level for General Government, how would you adjust your property tax funding for this particular service area?

BEST SCENARIO: 2% DECREASE

- CONSENSUS ★★★★★★☆☆☆☆
- SUPPORT ★★★★★★☆☆☆☆
- CONFLICT ★★★★★★☆☆☆☆
- APPROVAL ★★★★★★☆☆☆☆

VOTE DISTRIBUTION



★ Option suggested in best scenario. (The best scenario usually cannot contain all most popular budget choices due to constraints.)

General Comments

Public Works & Transportation Services



"It is no secret that workers refuse work on weekends and overtime. Is this not a clear indication they are overpaid? The airport is a waste of taxpayers' money. The general population gets no benefit from it. Do we actually pay someone to sit there in the hope that a plane might land? Check what the operating costs are to maintain a facility that caters only to the wealthy? As for the trees, the Town has not planted or replaced any trees for years. Their idea of pruning is removal? Outlaws apparently has a year remaining on contract with the Town? Who is responsible for hiring an outfit that doesn't have an arborist? Absolutely shameful! No wonder trees are in distress throughout Town." 3

"Reduce maintenance focus on tourism corridor and re-focus on residential districts." 2

"How much money goes towards supporting the airport each year? How does it directly benefit our citizens. Are we charging enough for the actual users of this facility?"

[View all comments](#)

Voting Results

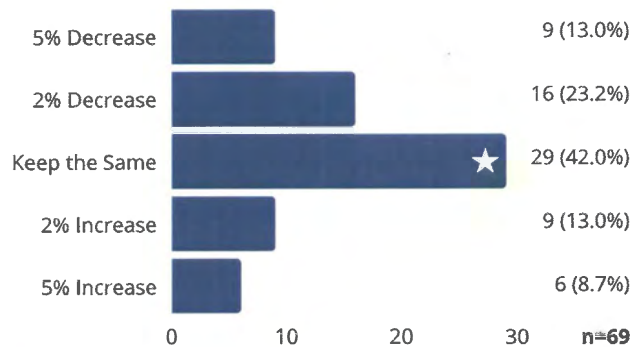
Public Works & Transportation Services

Based on your current satisfaction level for Funding Transportation & Operations Services, how would you adjust your property tax funding for this particular service area?

BEST SCENARIO: KEEP THE SAME

- CONSENSUS** ★★★★★★★★☆☆
- SUPPORT** ★★★★★★★★☆☆
- CONFLICT** ★★★★★★★★☆☆
- APPROVAL** ★★★★★★★★☆☆

VOTE DISTRIBUTION



★ Option suggested in best scenario.

General Comments

Garbage Collection & Disposal



"Has consideration been given to alternating collection between regular garbage one week and recycling the next? This means no increase in labour for collection and would encourage people to recycle more and put less in their regular garbage. I know there would need to be an infrastructure in place for sorting, but willing to pay more if the items collected are actually recycled...not shipped off to China etc. Let's have a frank discussion about what is possible and what it would take for us to become a recycling community. COP 26 is on right now. What is Drumheller doing to step up? If not recycling, what else can we take responsibility for and ownership of?" 2

"Current garbage collection seems to meet the needs of the town." 2

"We need better recycling options. We are WAY behind other municipalities." 1

[View all comments](#)

Voting Results

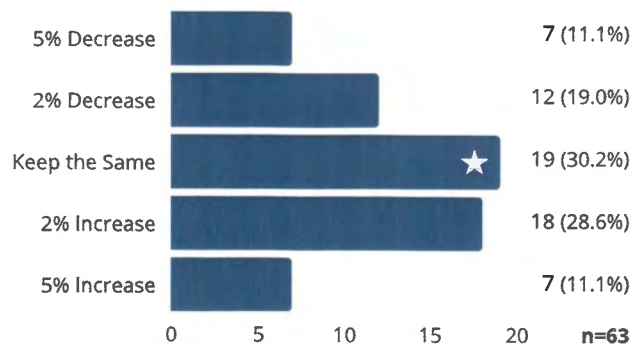
Garbage Collection & Disposal

Based on your current satisfaction level for Funding Garbage Collection & Disposal, how would you adjust your property tax funding for this particular service area?

BEST SCENARIO: KEEP THE SAME

- CONSENSUS** ★★★★★★★★★★
- SUPPORT** ★★★★★★★★★★
- CONFLICT** ★★★★★★★★★★
- APPROVAL** ★★★★★★★★★★

VOTE DISTRIBUTION



★ Option suggested in best scenario.

General Comments

Family Community Support Services



"We have some great services in our community, but they could be better. This is not just a community problem, this is also a provincial and federal concern. Alberta has some of the worse mental health/addictions programming in Canada, the province has one of the highest suicide rates in North America. Poverty reduction, homelessness, community programming will only better help the community as a whole in the long run! It is a known fact that if any community did not have any services in places at all, it will crumble." 2

"Municipal tax dollars should be primarily directed towards infrastructure funding (roads, garbage, water etc....)" 2

"Increase funding for more permanent staff. move funding away from being affiliated with the church. better promotion of activities for youth."

[View all comments](#)

Voting Results

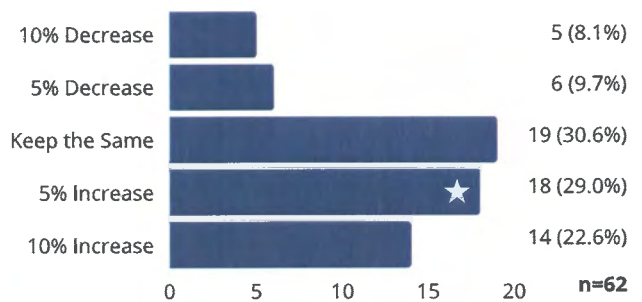
Family Community Support Services

Based on your current satisfaction level for Family Community Support Services, how would you adjust your property tax funding for this particular service area?

BEST SCENARIO: 5% INCREASE

- CONSENSUS ★★★★★★★★★★
- SUPPORT ★★★★★★★★★★
- CONFLICT ★★★★★★★★★★
- APPROVAL ★★★★★★★★★★

VOTE DISTRIBUTION



★ Option suggested in best scenario. (The best scenario usually cannot contain all most popular budget choices due to constraints.)

General Comments

Economic Development



"There is a DMO, Travel Drumheller that facilitates the marketing of the valley for tourism. This money is collected from tourism operators from tourists. Tourists should contribute to our community, why should taxpayers have to cover the costs of tourism on things like infrastructure? The plaza was a government grant for the development of the plaza. The film industry spends a ton of money in our community, we should be attracting those industries here." 3

"Inc funding for more patios downtown, increased film events - promotion of filming locations and promotion of movies filmed in the valley." 2

"Placemaking is so important for both tourism and attracting new residents. Improving the range of housing available is vital. We need more homes suited to young professionals. Also building the fall and spring seasons is important and working with businesses to improve the service to visitors such as longer opening hours." 2

[View all comments](#)

Voting Results

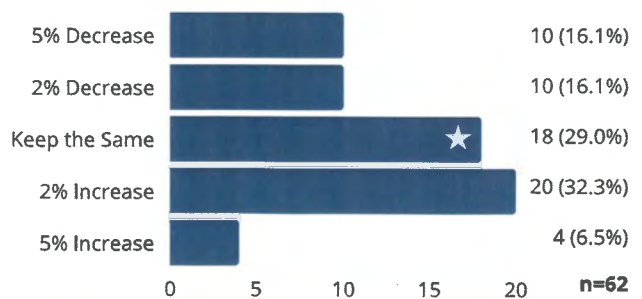
Economic Development

Based on your current satisfaction level for Economic Development Services, how would you adjust your property tax funding for this particular service area?

BEST SCENARIO: KEEP THE SAME

- CONSENSUS ★★★★★★★★★★
- SUPPORT ★★★★★★★★★★
- CONFLICT ★★★★★★★★★★
- APPROVAL ★★★★★★★★★★

VOTE DISTRIBUTION



★ Option suggested in best scenario. (The best scenario usually cannot contain all most popular budget choices due to constraints.)

General Comments

Recreation, Parks, Arts and Culture



"Bring in a tourism levy. It is time for tourists to start supporting things like our trails, beach and other tourist attractions. I have travelled to areas much less "touristy" than Drumheller and pay both a DMF and a tourism levy. Drumheller covers a massive amount of land which takes way more resources to care for. Let's get everyone to pitch in a little and it will help out a lot." 11

"Supply dedicated staff at arena and paid drop in rates, similar to BCF drop-ins." 3

"It would be good to see better staff training (customer service and cleaning) at the aquaplex." 3

"The BCF is expensive compared to many other towns. Increase outdoor recreation and make this a fun place to live. Increasing hours at the BCF only allows people who can afford it to go longer. Let's make more affordable recreation that the entire town can enjoy and lower the cost of the current facilities." 2

[View all comments](#)

Voting Results

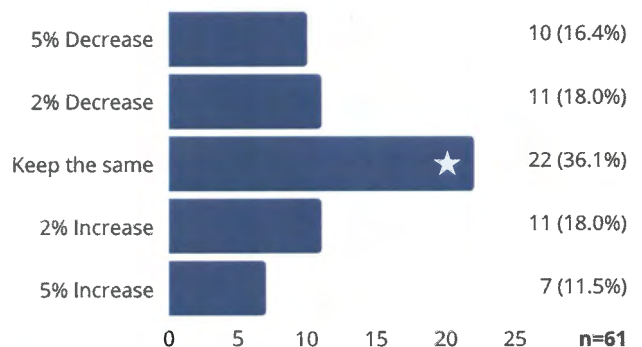
Recreation, Parks, Arts and Culture

Based on your current satisfaction level for Recreation, Parks, Arts and Culture, how would you adjust your property tax funding for this particular service area?

BEST SCENARIO: KEEP THE SAME

- CONSENSUS ★★★★★★★★★★
- SUPPORT ★★★★★★★★★★
- CONFLICT ★★★★★★★★★★
- APPROVAL ★★★★★★★★★★

VOTE DISTRIBUTION



★ Option suggested in best scenario.

General Comments

Protective Services



"We all can be part of the problem with safety if we all get to know who is in our community. Doing more block parties, volunteering with for your kids groups, reporting suspicious activity. We have some great services here in our community we just need to work together more!" 1

"Paid parking is working really well, would be awesome to capitalize on the parking similar to other destinations in Alberta." 1

"So if I vote for an increase in funding am I stuck with the uses of that money that you've picked or can we actually be involved in deciding how an increase is spent? I'd rather have more staff than an animal kennel. Why is there a high turnover of staff? Fix that. It's not acceptable to say that a cut would impact rural residents over those right in town. Don't play us off each other that way. We all pay, we are all residents and we all deserve equal access to services." 1

[View all comments](#)

Voting Results

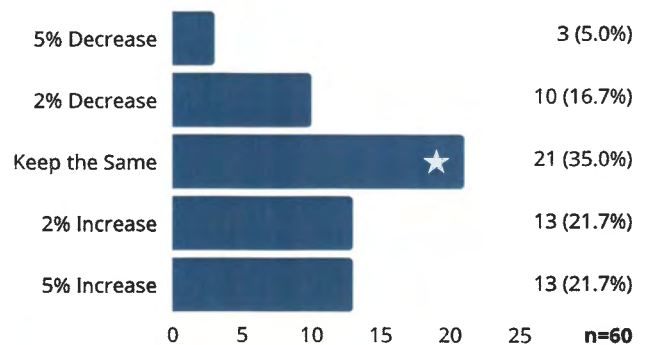
Protective Services

Based on your current satisfaction level for Protective Services, how would you adjust your property tax funding for this particular service area?

BEST SCENARIO: KEEP THE SAME

- CONSENSUS ★★★★★★★★★★
- SUPPORT ★★★★★★★★★★
- CONFLICT ★★★★★★★★★★
- APPROVAL ★★★★★★★★★★

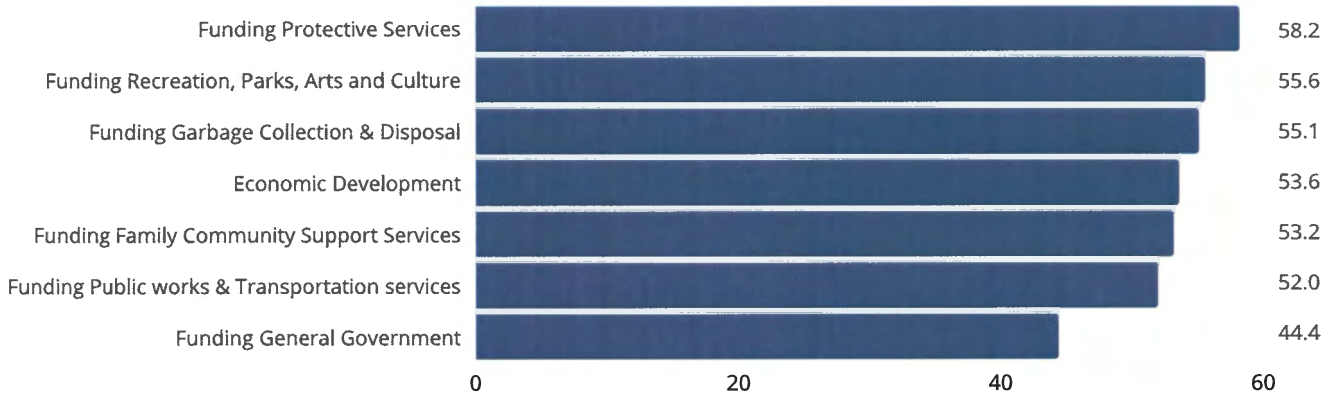
VOTE DISTRIBUTION



★ Option suggested in best scenario.

Importance of Services

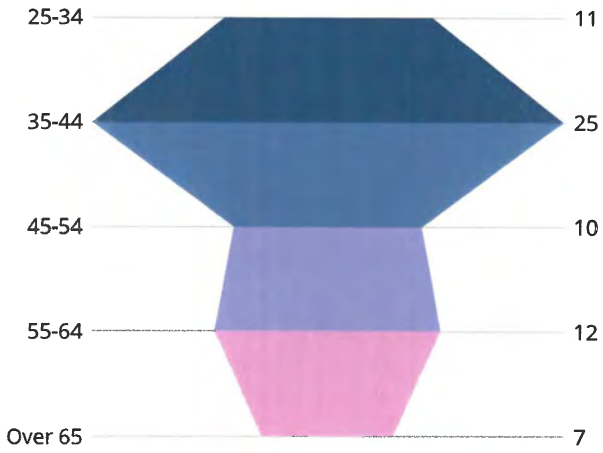
On a scale of 1 to 100, how important are these services to you?



Participants

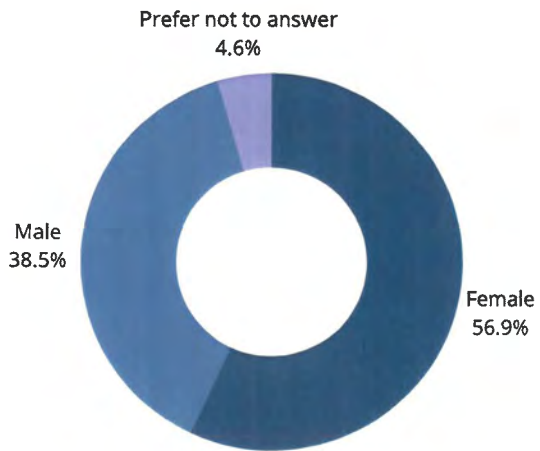
Participants

Age



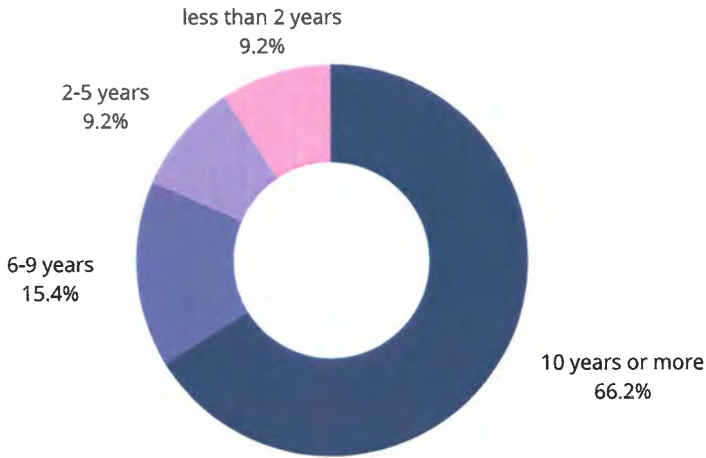
Participants

Gender



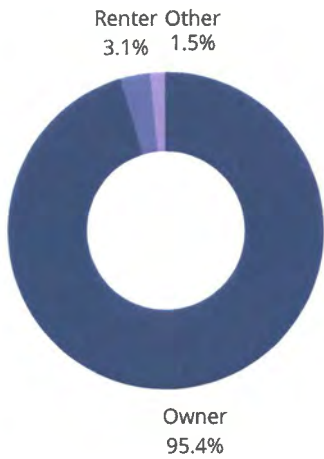
Participants

How long have you been living in the Drumheller Valley?



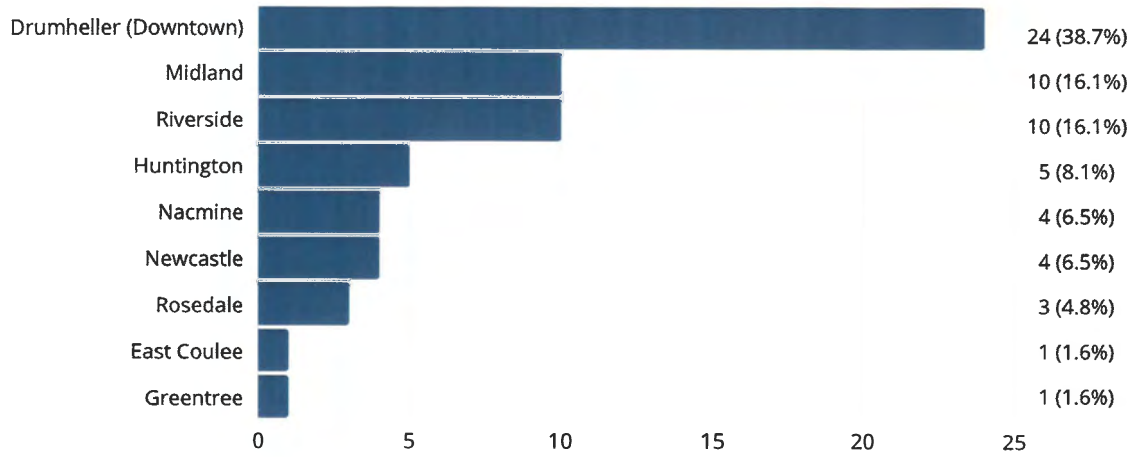
Participants

Status



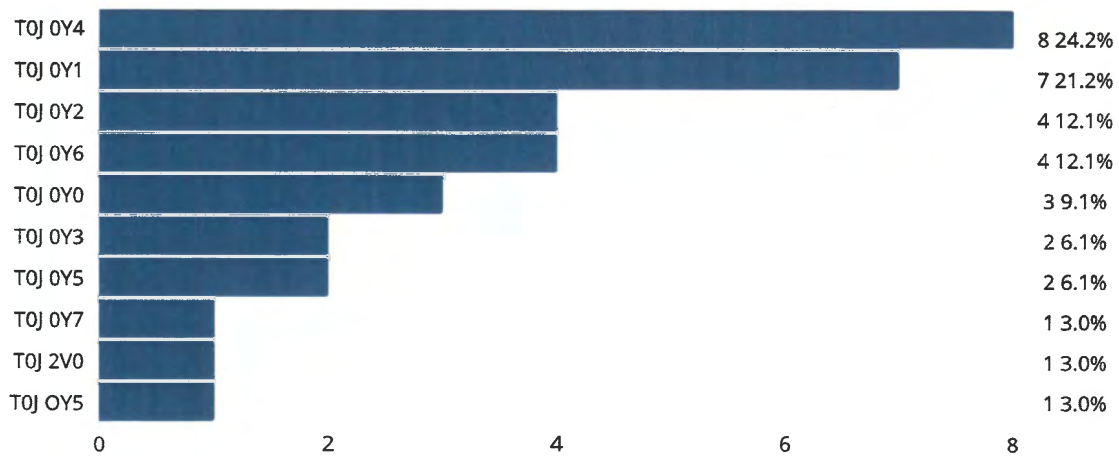
Participants

Which area do you live in?



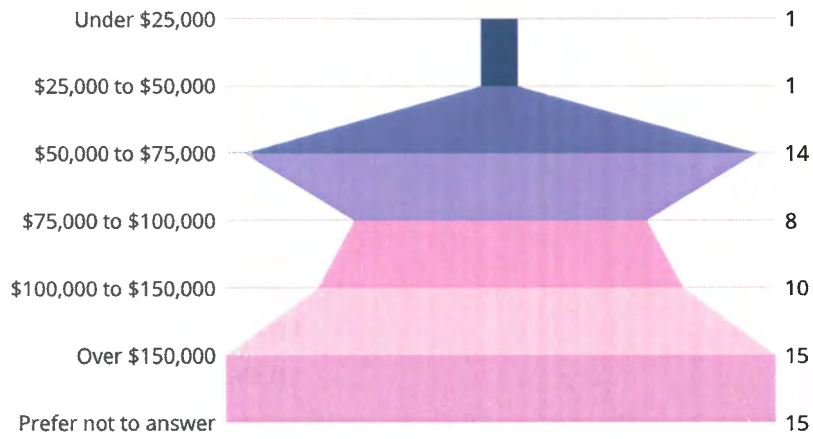
Participants

Postal Code



Participants

Household income



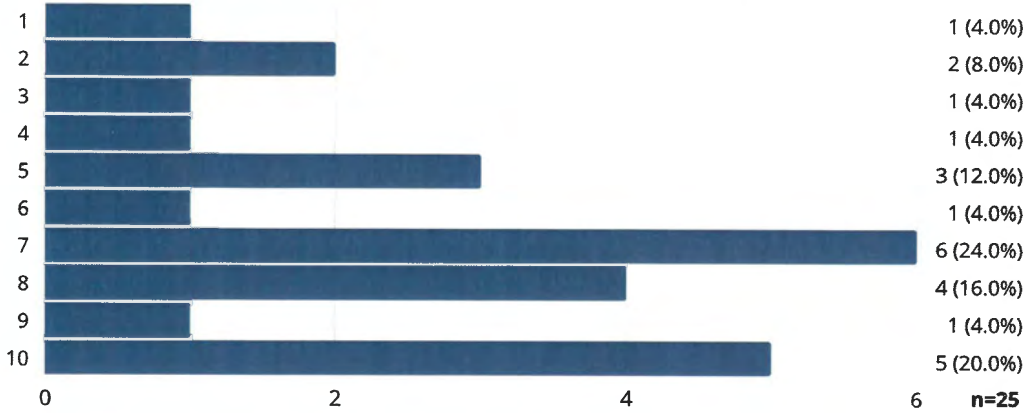
Feedback



Feedback

Process Evaluation

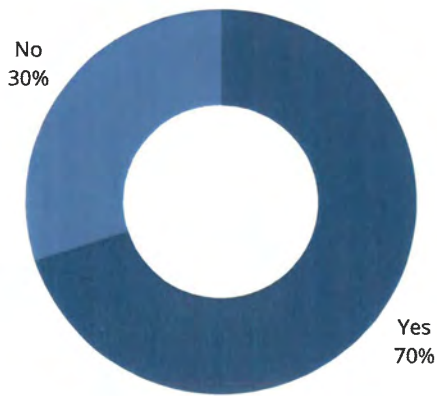
How high would you rate this process, on a scale of 0 - 10? (0=awful, 10=excellent)



Feedback

Friend Referral

Would you refer this process to a friend?



Why?

"A clear, easy, process."
"Cause I think providing input matters."
"Easy to do."

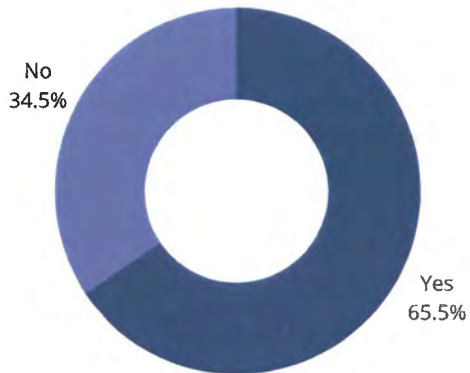
Why not?

"What is the time nobody's listening"

Feedback

Support for Group Results

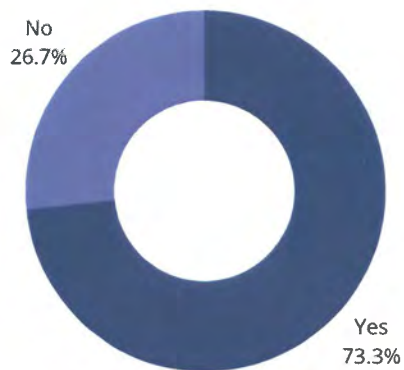
Would you support the collective budget outcome that is described on the group results page?



Feedback

Support for Final Decision

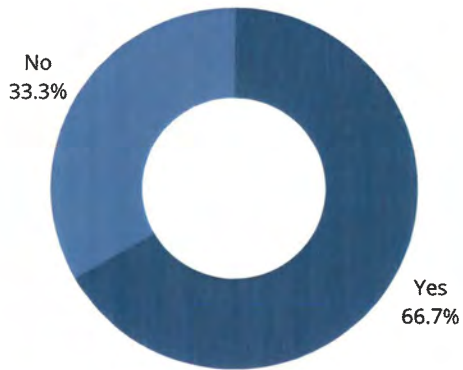
Would you be more likely to support a government decision if you knew it was based on the results of a process like this?



Feedback

Other Processes

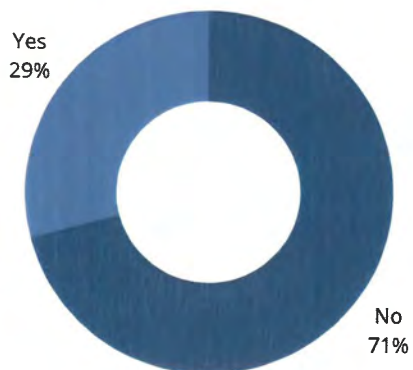
Would you like to see Ethelo be used for other processes in your community?



Feedback

New Learnings

Did you learn anything new by participating in this process?



Feedback

Where can it improve?

What were some of the weak points of the process, which the organizers could improve to make it better for next time?

"Didn't always agree with what services would be reduced if I reduced the money spent on that area." 2

"Users should have to use their real names for accountability." 2

"I would love to know how much it costs the community to use Ethelo?" 1

"Let people be involved in what any increase is spent on or what a decrease is taken from ie the lists show in this." 1

"Make only 1-2 categories of demographic material necessary and the rest stated as optional"

"Biased survey"

"Spelling errors, example of changes do appear value laden/bias in some spots"

Feedback

What did you like?

Are there any aspects of the process that you liked, that you'd like us to keep and perhaps expand upon?

"Helps gauge who actually is willing to go through the work to have input on the town, rather than complain online in an echo chamber." 2

"Involving the community in this is good. Involve us more in decision making and earlier on. This will build trust." 1"

"That you are asking!" 1

"Seeing the priorities of the departments."

"Enjoyed the educational aspect of this program. Good job Town of Drumheller!"

"You're trying to get input on a very complex process, that's important."

Feedback

Final Comments

Any final thoughts or feedback? We'd love to hear it!

"Time to implement a tourism levy and get the people that are using our services all summer to help support the cost and work that goes into maintaining them." 4

"Don't increase taxes. We can't afford it. Continue to engage the community during change. Decrease focus on tourism and more on getting businesses and people to move here. Continue to fund and advocate for things that make this a safe community - fire, ems and police." 3

"Fire safety community programs and regulations are non-existent or outdated." 1

"Economic development should be at the forefront this year and for the next 4 years in Drumheller.

Filling the business park should be priority #1. Enticing businesses and creating a corporate tax structure that will be agreeable for more businesses to move to Drumheller. Manufacturing, supply chain, or semiconductor. Make it impossible for them to say no. It's viable. Every major tourist destination has a tourist levy, Banff, Canmore, Jasper. It's time to add Drumheller to that list, implement a levy on hotels, restaurants and tourist-heavy locations to recoup maintenance and infrastructure costs. With flood mitigation costing the municipality a pretty penny there needs to be a more stringent budgeting process put in place." 1

[View all comments](#)



Thank you!

ETHELO

REQUEST FOR DECISION

TITLE:	2022 Community Clean Up
DATE:	November 22, 2021
PRESENTED BY:	Dave Brett, P. Eng, PMP, Director of Infrastructure Services
ATTACHMENT:	PowerPoint Presentation

SUMMARY:

The 2021 Community Clean Up was carried out in three components.

- Disposal Vouchers
- “Kick-It-To-The-Curb” public exchange, weekend of 2021 Sept 10, 11 and 12.
- Two-week Community Clean Up by Town staff 2021 September 13 to 24

The purpose of the Community Clean Up is to collect residential non-hazardous waste, excluding building/demolition material, at no direct cost to residents. Traditionally this program was held for two weeks in the spring with a corresponding amnesty at the Drumheller & District Landfill. Based on Administration’s recommendation and Council’s decision from January 2020, the program was altered to a voucher system in place of the amnesty, and the Community Clean Up was rescheduled for the fall; in addition, a “Kick It To The Curb” public exchange is in place.

During 2021 the voucher system worked generally well, though there were some issues found with it:

1. Vouchers for Free Load for loads that would normally be free
 - DDSWMA found that a significant number of users attempted to use their vouchers for free loads at the landfill. This happened when a load that is not charged by the DDSWMA is brought to the landfill and the resident believes they have to pay and tries to use a voucher. In these situations, the DDSWMA does not take the voucher
2. Unacceptable materials within vouchered load:
 - DDSWMA has found this to be an issue with the amnesty and voucher system and Town staff have encountered in the Community Clean Up. The Town and DDSWMA will work on improving communication to and education of the public regarding this and will be modifying the information presented on the voucher to improve clarity. Voucher loads are for the acceptable material only and not for disposal of demolition materials, commercial waste, or other unacceptable materials.
3. Below maximum weight of voucher
 - DDSWMA had several incidents where a resident brought in a load weighing less than the maximum indicated on the voucher (375kg) and the resident requested the DDSWMA allow them to bring additional loads to “make up” the weight maximum. These were not allowed as the voucher is a single load, up to the established maximum, as indicated on the back of the voucher.

4. Resident (renter) vs Property Owner:
 - In 2021 based on the guidance provided by Council, vouchers were provided to the resident of a property. Several landlords expressed objection to this, indicating that they believed they should be getting the vouchers for their properties to use them clean properties out should renters leave or to haul material on behalf of the renters. This was handled by indicating to the property owner that the community clean up program and vouchers are for the residents of Drumheller. Should a resident need assistance hauling to the landfill the resident can collect the voucher from Town hall and give to the person doing the hauling, when going to the landfill. Vouchers will be limited to two per residence per calendar year.
5. Apartments and Seniors Group Facilities:
 - As the people living here are residents of Drumheller, the residents will be eligible for two vouchers upon proof of residence, such as government issued identification. In order to track this correctly, the Town will need to determine the number of units at each of the locations. Vouchers will be limited to two per residence per calendar year.

ALTERNATIVES:

The options available in regard to the Community Clean Up are:

- A) Continue with the planned 2022 activities:
 - a. This is the voucher system along with a two-week Town staff collection period in the fall.
- B) Modify Community Clean Up work process
 - a. Consolidate some communities into a single day. There by reducing the length of the Community Clean up from 10 working days to 7 or 8 working days.
- C) Return to pre-2020 activities:
 - a. This is an amnesty period with a two-week Town staff collection period in the spring.
- D) Voucher System with spring collection:
 - a. This would be no amnesty with a year-long voucher system and a spring collection period.
- E) Voucher System with collection points:
 - a. Use the voucher system and a “collection point” organization. To reduce financial impact to the Town, rental GFL Environmental bins can be provided for the period of the Community Clean Up. These are placed in a convenient location for each of the scheduled day or days for an area. A Town staff member will be present to monitor the contents, and collect the Freon appliances, with the bins being removed at the end of each day. The public would be able to bring the waste and other materials to the bin locations. Town staff would not carry out collection at properties. This would reduce the Town resource commitment to the Community Clean Up and the associated costs but requires a more active participation by the public.
- F) Continue with just a Voucher System:

- a. The voucher system would be continued, but there would be no collection by Town staff. This would encourage and support local entrepreneurs to provide hauling services to the landfill, for those residents that are unable to do so themselves.

G) Staggered Implementation:

- a. Implement one or more of the above scenarios on a staggered system of alternate years. i.e., Full Town pick up Community Clean Up on odd years with bin system even years

H) Discontinue Community Clean Up:

- a. Discontinue program.

RECOMMENDATION:

Administration recommends the implementation of Alternative B for the 2022 Community Clean Up. This is composed of the following three components:

- Continue with the voucher system.
 - The voucher system would continue, however, vouchers will only be issued on providing proof of residence, such as Government Issue id, to ensure that all residents of Drumheller can access the program.
- Continue with a fall Clean Up for the period of September 12 to 23.
 - As the 2022 year had several unique aspects to it, to get a correct assessment of the impact of a fall Clean Up, maintaining it in the fall would allow the Town to develop a baseline for participation and a basis for comparison.
- Schedule a “Kick-It-To-The-Curb” event for the weekend of September following Labour Day.

The basis of this is that the voucher system replaced the amnesty in the 2020 calendar year, however due to COVID-19 pandemic and associated lockdowns, that year was unique. As such while there are trends showing in 2020 and 2021, the validity of those trends is questionable due to external circumstances. Continuing with the Alternative B will allow for further development of support data.

FINANCIAL IMPACT:

The costs of the Community Clean Up are allocated in the annual Operations Budget.

STRATEGIC POLICY ALIGNMENT:

Ensure that the Town of Drumheller is clean, along with fiscal and environmental responsibility.

COMMUNICATION STRATEGY:

Immediate media release of the results of this RFD. Additionally, there should be:

- A) An ongoing media campaign regarding the voucher system, acceptable and unacceptable material criteria.

- B) Media blitz in the spring proceeding the traditional “Spring Clean Up” period that the Community Clean Up has been rescheduled and that there is no amnesty.
- C) Media blitz in the August and September that the Community Clean Up is upcoming.
- D) Make the “Kick-It-To-The-Curb” tags clearly differentiated from the vouchers and clearly as not for free Landfill disposal.

MOTION:

Councillor: _____ moves that the Town of Drumheller implement the 2022 Community Clean Up, by continuation of the voucher program, the “Kick-It-To-The-Curb” event on the weekend following Labour Day, followed by a two-week Community Clean Up carried out in the period of September 12, 2022, to September 23, 2022.

SECONDED: _____

Dave Brett

Prepared By:
Dave Brett
Director of Infrastructure Services



Approved By:
Darryl Drohomerski
Chief Administrative Officer



**DRUMHELLER
VALLEY**

2021 Community Clean Up Results

D. Brett – Director of Infrastructure Services, ToD
– Executive Director of Operations, DDSWMA

1

2021 Community Clean Up

- Program Components
- 2021 Results
- Expenditures & Resources
- Safety
- Lessons Learned
- Summary
- Request For Decision



2

Program Components

- In 2021 there were three Planned Components
 - Voucher system – year long
 - Kick it to the Curb
 - Scheduled pick up by Town staff
- No Un-Planned Components in 2021



3

Planned Components Kick-It-To-The-Curb

- Community re-use program that occurred the weekend prior to the Community Clean Up
- Occurred on Sept 10, 11 & 12
- Public appears to be participating actively in this program, but it is difficult to monitor



4

Planned Components Voucher System

- A voucher system of two vouchers per residential address was provided, with vouchers being valid in the 2021 Calendar year
- Each voucher is valid for one, non-demolition load of up to 375kg
 - National Average is that 720kg/capita of waste is generated by an Urban resident annually;
 - Provincial Average is that 1002kg/capita of waste is generated by an Urban resident annually;
 - Therefore the voucher system plus the weekly garbage cart allows Drumheller residents to potentially double the National Average
- Vouchers; Collected vs Used as of 2021 November 18
 - Collected from Town Hall = 648
 - Used at Landfill =136



5

Planned Components Pick up By Town

- Clean up was carried out Monday Sept 13 to Friday Sept 24
- Crews indicated that there appeared to be less material, and completed assigned daily sections early each day
- There was a mistake on the original brochure in regards to the scheduled dates that was not identified early enough to address correctly, revised media release made but lesson has been learned



6

Planned Components What is Picked up?

- Compost and Household;
 - Equivalent to material collected normal weekly garbage cart pick up
- Metal
- Batteries, Computers, Microwaves, Paint Cans, Propane tanks, Televisions, Tires
 - Can be dropped off at Landfill by Drumheller residents any business day of the year free of charge
- Freon Appliances
 - Can be dropped off at Landfill by Drumheller residents any business day of the year for \$15
 - During Community Clean up if \$15 fee is paid, the appliance is collected



7

Planned Components What is Picked Up

		Regular Cost to Resident		Community Clean Up Cost To Resident	
	UNITS				
COMMUNITY CLEAN UP					
Compost & Household (NOT DEMOLITION)	metric ton (mt)	Free with Voucher Compost is Free \$5.00 <251kgs \$62.50/mt >251kg		Free	
Metal Only	metric ton (mt)	Free with Voucher \$62.50/mt		Free	
Batteries	Each	Free		Free	
Computers	Each	Free		Free	
Freon Appliances	Each	\$	15.00	\$	15.00
Microwaves	Each	Free		Free	
Paint Cans	Each	Free		Free	
Propane Tanks	Each	Free		Free	
Public - Amnesty/ Voucher	metric ton (mt)	Free		Free	
Public - COVID Amnesty	metric ton (mt)	Free		Free	
Televisions	Each	Free		Free	
Tires	Each	Free		Free	



8

Planned Components What is NOT Picked up?

- Demolition material is NOT picked up and has not been allowed in the past
- During Community Clean up collection from a single residence location will NOT exceed, 1 standard half ton pick up truck bed load



9

2021 Results

		Annual Average	2017	2018	2019	Voucher Kick it 2020	Voucher Kick it 2021
COMMUNITY CLEAN UP							
Compost & Household (NOT DEMOLITION)	metric ton (mt)	214.62	186.02	207.1	156.92	54.91	53.9
Metal Only	metric ton (mt)	40.61	36.05	34.59	28.05	19.08	16.7
Batteries	Each	89	18	31	17	31	13
Computers	Each	126	105	189	87	162	23
Freon Appliances	Each	60	54	64	46	77	18
Microwaves	Each	63	45	80	72	27	27
Paint Cans	Each	1,200	1313	1139	974	494	407
Propane Tanks	Each	141	183	165	122	124	67
Public - Amnesty/ Voucher	metric ton (mt)	23.33	16	19	21	14.17	20.95
Public - COVID Amnesty	metric ton (mt)	140.07				140.07	
Televisions	Each	175	153	173	120	102	77
Tires	Each	360	282	367	390	196	162
Total	metric ton (mt)	284.71	238.07	260.69	205.97	228.23	91.55



10

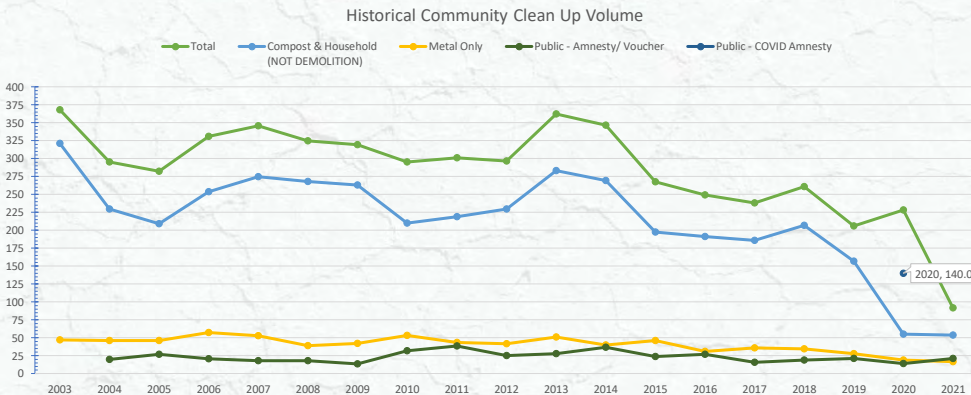
2021 Results

		Regular Cost to Resident	Community Clean Up Cost To Resident	Annual Average	2017	2018	2019	Voucher Kick it 2020	Voucher Kick it 2021
VOUCHERS	UNITS								
Townhall	Each	Free Limit of 2-375kg/load No Demolition	Free Limit of 2-375kg/load No Demolition	625				602	648
DDSWMA	Each	Free Limit of 2-375kg/load No Demolition	Free Limit of 2-375kg/load No Demolition	147				136	157



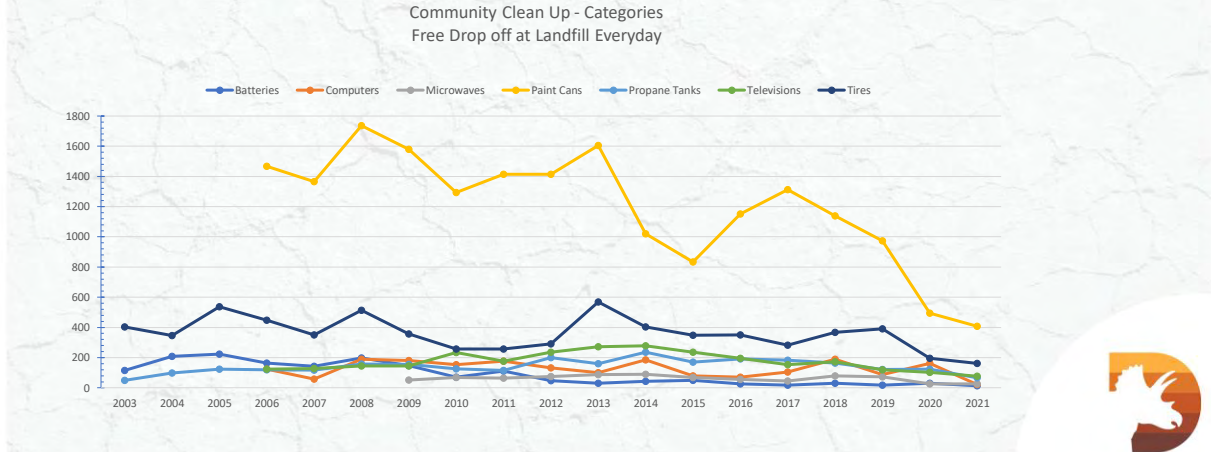
11

2021 Results Historical - Volumes



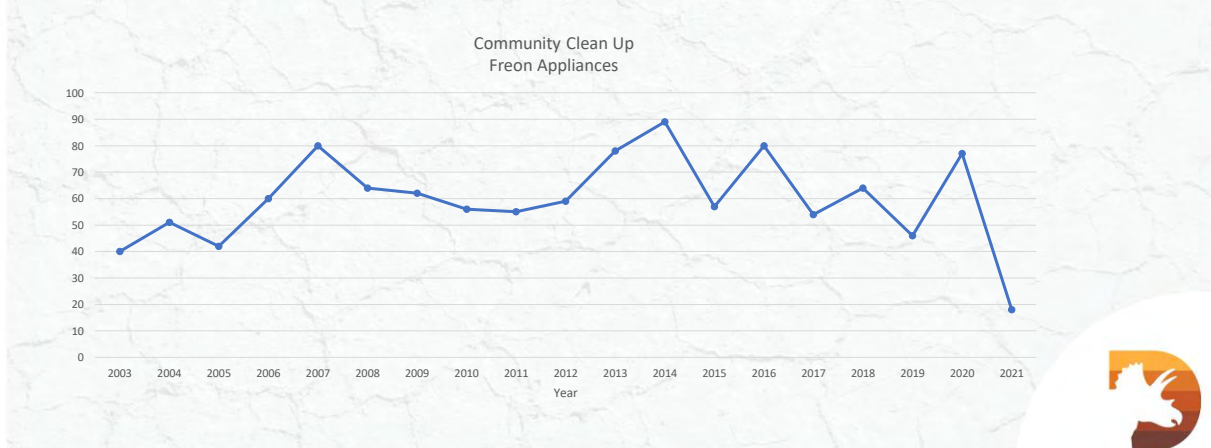
12

2021 Results Historical - Quantities



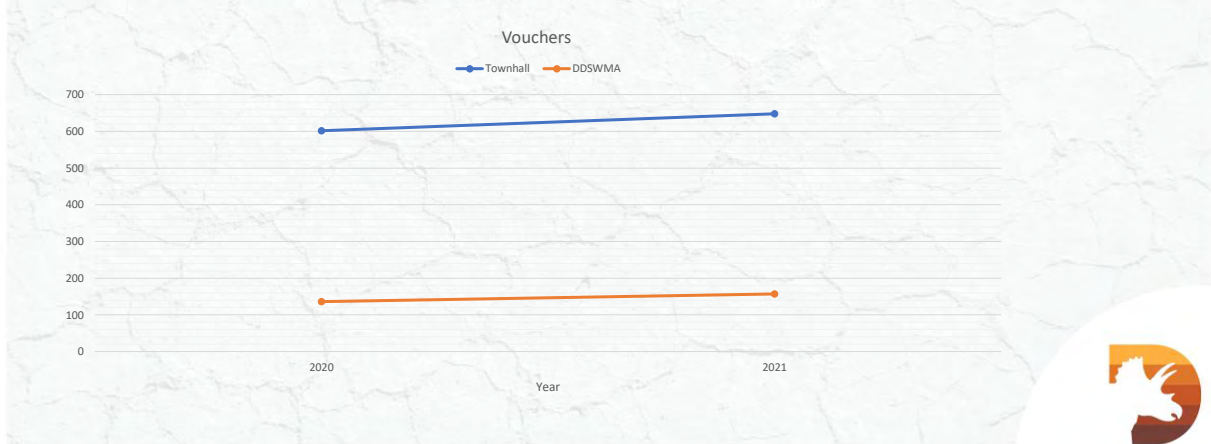
13

2021 Results Historical - Freon Appliances



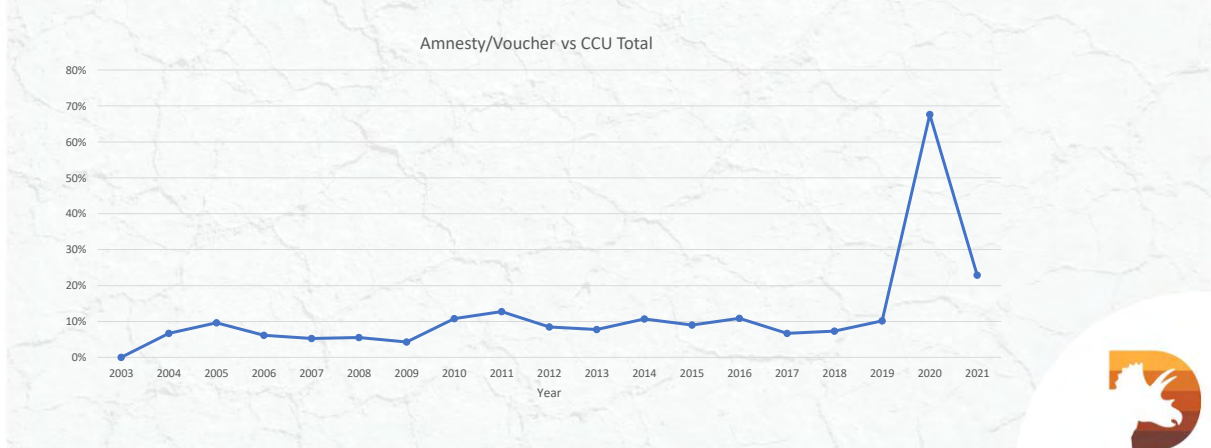
14

2021 Results Historical - Vouchers



15

2021 Results Amnesty/Voucher vs Total



16

2021 Results Key Points

- 1) The material collected during the Community Clean Up (pick up and voucher) represents ~ 2% of the waste generated by Drumheller
- 2) Since 2018 there has been a significant drop in volume of waste collected, driven by a drop in the Compost & Household
- 3) The metal collection has remained constant except for 2021 when it reduced to 41% of the average
- 4) The amnesty/voucher material dropped off has remained constant averaging about 23.3 metric tons
- 5) The other materials collected have remained constant over time with exception of paint cans and tires, these have declined significantly since 2017



17

Expenditures and Resources

- Town expenditures on this task are shown on the next slide, along with a table converting this to cost per tonne of collected material; also provided is the GFL value for residential collection for comparison
- Town expenditures would not be eliminated by changes to program but would result in these expenditures and associated resources being re-allocated to other activities



18

Expenditures Data

Category	Item	Description	Cost	Total
Total				\$101,232.20
Communication	Brochures	2550 Brochures	\$850.00	\$3,525.00
	Radio	in addition to 2 mins on the Town	\$1,875.00	
	Newspaper	Newspaper Advertisement	\$800.00	
Execution	Vouchers		\$200.00	\$200.00
Contractors	GFL Invoice	Bin Rentals	\$6,247.20	\$6,247.20
Town	Direct Labour and Equipment Costs		\$91,260.00	\$91,260.00

2021 Community Clean Up	\$97,507.20
Volume of material collected	70.6 tonne
Cost per tonne Collected	\$1,381.12 per tonne
2020 Cost of Residential Pick Up	\$203,325.00
2020 GFL Residential Garbage Pickup	2345.54 tonne
Amount of Residential	\$86.69 per tonne



19

Resources

Staff	Normal Work Force (Field Staff)	Allocation to CCU	Allocation
Total PW	22	13	59%
Operations			
Mechanic	1	0	0%
Parks	1	1	100%
Surface Crew	3	3	100%
Facilities			
Arena	6	2	33%
Utility Men	2	2	100%
Utility			
U/G Crew	3	3	100%
Plant Operators	6	2	33%

Equipment	Unit #	Description	Days	Equipment Hours
	159	1-ton	10	70
	309	1-ton	10	70
	311	1-ton	10	70
	152	1-ton	10	70
	153	1-ton	10	70
	328	Tandem	10	70
	329	Tandem	10	70
	330	Tandem	10	70
	451	V-Loader	10	70
		Cat-Backhoe	10	70
		JD-Backhoe	10	70
		1/2 ton	10	70
		1/2 ton	10	70



20

Safety Incidents

- 1 safety incident during the Community Clean up
- Vehicle accident involving the Town's front end loader and a resident's car
 - No injuries
 - No damage to front end loader
 - Resident's car heavily damage



21

Lessons Learned

- Improve Communications to public
 - Due to error on the brochure, communication with the public regarding Community Clean Up was not clear. Additional quality control on this is needed.
- Free Disposal services at DDSWMA
 - Public does not seem to be aware of what material DDSWMA accepts without charge as either waste or recycling.



22

Summary

- 1) Voucher system working well and performing equivalent to the amnesty
- 2) Reduction in volume of material being picked up since 2018
- 3) Residents do not seem to have a clear understanding of what material is free for drop off at the DDSWMA through out year.
- 4) As 2020 was the first year of the vouchers, but was very unique due to COVID, it is hard to make judgements and trends with the 2020/2021 data, a third year is needed to confirm any forming trends.



23

Request For Decision 2022 Community Clean Up

- Key Points
 - Continue with Voucher
 - Continue with the Community Clean Up collection by Town staff in the fall – September 12 to 23, 2022
 - Continue with the Kick-It-To-The-Curb program the weekend proceeding the Community Clean Up – September 9, 10 & 11, 2022
 - Work with DDSWMA to educate and inform residents of the services provided by DDSWMA Landfill



24



REQUEST FOR DIRECTION

TITLE:	Police Advisory Committee Terms of Reference
DATE:	10 December 2021
PRESENTED BY:	Greg Peters
ATTACHMENT:	Police Advisory Committee Terms of Reference Draft

SUMMARY:

The Drumheller Policing Advisory Committee (DPAC) is a committee established by the Council of the Town of Drumheller for the purpose of providing a forum to receive input from the community with respect to public safety matters, objectives and priorities. The underlying philosophy of the Committee is to provide safe, effective and fair policing through community input.

Community organizations and individuals that wish to voice their concerns about policing matters would be encouraged to contact and make a presentation to the DPAC for support, input, or information.

RECOMMENDATION:

That Council review the Terms of Reference for the Policing Committee and provide feedback on the policy as presented.

DISCUSSION:

In order to create an effective and valuable Policing Committee, the terms of reference need to be applicable and beneficial to the community. As a Committee of Council, it is important that the actions of the Committee reflect the values of the Town; therefore it is important to receive input about the direction of the group.

FINANCIAL IMPACT:

There will be costs to the Protective Services budget unknown at this time.

STRATEGIC POLICY ALIGNMENT:

Safety and good government to aid in public security of all citizens.

COMMUNICATION STRATEGY:

Information for the committee will be on the town website and local media. The Director of Protective and Emergency Services in concert with the S/Sgt of the local RCMP detachment will provide additional information to interested persons and may hold a town hall.

Prepared By:
Greg Peters,
Director of Protective Series

Approved By:
Darryl Drohomerski
Chief Administrative Officer



COUNCIL POLICY #C- XX-XX

POLICE ADVISORY COMMITTEE

TERMS OF REFERENCE

1. PURPOSE

The Drumheller Policing Advisory Committee (DPAC) is a committee established by the Council of the Town of Drumheller (“the Town”) for the purpose of providing a forum to receive input from the community with respect to public safety matters, objectives and priorities. The underlying philosophy of the Committee is to provide safe, effective and fair policing through community input.

2. POLICY STATEMENT

The Town of Drumheller’s core values are accountability, integrity, respect and trust. A guiding principal of this committee will be to encourage inclusivity and diversity of race, colour, religion, gender identity, sexual orientation, ancestry, place of origin, age, and mental or physical abilities through its membership and/or through committee training.

Community organizations and individuals that wish to appear before, or communicate directly with Council on any community policing matter, discuss policing matters, may be encouraged to contact and make a presentation to the DPAC for support, input, or information.

3. PROCEDURE

3.1 Committee Composition

The Drumheller Police Advisory Committee (DPAC) chairperson at their discretion, or shall assign at their discretion, committee members to recruit and review potential members and provide a recommendation to the committee as a whole. The committee shall vote on any recommended appointments and shall provide final approval for any appointments. The DPAC shall be comprised of, but not limited to:

- a) Voting Members –
Maximum of seven (7) citizen members who work or reside in Drumheller who may stem from one of the following entities:
 - i. School Representative or Trustee,
 - ii. Business Community Representative,
 - iii. Youth Representative (between the ages of 16 – 18),
 - iv. Senior Representative (55+),
 - v. All ethnicities

- vi. All
- vii. minorities
- viii. Volunteers involved with policing related community groups such as Victim Services or Citizens on Patrol.

b) Non-Voting Permanent Members-

- i. Detachment Commander of the Drumheller RCMP or his/her designate
- ii. The Chief Administrative Officer of the Town of Drumheller or his/her designate.
- iii. A recording secretary shall be appointed by Administration to provide administrative support. Minutes shall be prepared and submitted to the committee for approval at the next meeting. The recording secretary shall ensure a copy of the minutes is circulated to Council at a regularly scheduled Council meeting following approval of the minutes by the DPAC.

3.2 Member Terms

- a) The term of any citizen member shall be for a period of three (3) years, commencing the first quarterly meeting held the month of October each year. Youth members shall be appointed for a (1) year term. There is no maximum number of times a citizen member may be re-appointed.
- b) New members considered for appointment to the Committee shall be approved by vote of all voting members after review of documents submitted by the applicant.
- c) Where a member ceases to be a member of the DPAC before the expiration of his or her term, the DPAC chairperson as per the requirements of section 4 and 5 may have another eligible person admitted membership for the remainder of that term.

3.3 Chairperson/Vice Chairperson

- a) The Chairperson and Vice Chairperson will at first be appointed temporarily by the CAO or designate until the committee is comprised to carry on its duties and responsibilities. The persons then to sit as the official Chairperson and Vice Chairperson shall be decided by vote of the membership at the initial organizational meeting. In extenuating situations, the Vice Chairperson shall serve as Chairperson on an interim basis until a Chairperson is found as per the Terms of Reference. The Chairperson and Vice Chairperson positions will be voted in by the committee and filled by a current member at the first scheduled DPAC meeting. This position will then shadow the Chair over their term to ensure for orderly chair succession, continuity of knowledge, process and relationships.

3.4 All persons applying to the DPAC shall submit to the DPAC chairperson:

- a) A criminal record check and local indices check through the RCMP at no cost to the applicant,
- b) Be eighteen (18) years of age, except for a youth representative, who shall be at least sixteen (16) years of age, and;
 - i. Submit a covering letter summarizing the value and contribution you will provide to the committee
 - ii. Submit a resume outlining their career, board and committee service, volunteer and life experience
 - iii. Submit two letters of reference that can verify your suitability for the committee

3.5 All persons approved to sit on the DPAC shall:

- a) Take part in Committee and Board Training when reasonably available;
- b) Receive a new member package which will include;
 - a. Take the Oath of Office as prescribed in Schedule 2 of the *Police Act*;
- c) Receive a new member package which shall include, but not be limited to;
 - i. The Police Act of Alberta
 - ii. DPAC Terms of Reference
 - iii. Organization Chart of the Drumheller RCMP Detachment
 - iv. Town of Drumheller Social Media Policy
 - v. Agree to terms of and sign a Confidentiality Agreement

3.6 Role of Committee

In fulfillment of its duties and responsibilities, the DPAC shall:

- a) Act as a liaison between Town Council, the RCMP Detachment, Municipal Enforcement and the citizens of the Town of Drumheller to foster responsible community actions towards the creation of a safe secure community;
- b) Keep the CAO, Director of Emergency & Protective services and the Detachment Commander informed of emerging trends and issues within the community;
- c) Provide input on the development of respective yearly policing plans by setting objectives, priorities, and goals for policing and to report on the progress and implementation of same;
- d) Serve as a communication link back to groups and agencies and bring feedback to DPAC;
- e) Assist in educating the public about community policing, its current progress and its potential;

- f) Represent the interests and concerns of the public and Council to the RCMP Detachment, and Municipal Enforcement;
- g) Provide advice to Council relating to policing matters or relevant community issues, as it may deem advisable, on its own initiative or upon request of Council; and
- h) Any other duties as may be required.

3.7 Role of Individual Members

- a) To represent a stakeholder group in providing input that reflects concerns and suggestions
- b) To report back to stakeholder groups with information on committee activities
- c) To suggest issues to be brought before the committee
- d) To be an active advocate for community policing.

3.8 Role of Detachment Commander RCMP or his/her designate

- a) To suggest issues to be brought before the committee
- b) To listen to issues raised, share them with appropriate staff and report back to the committee with progress made on recommendations.

3.9 Quorum and Meeting Frequency

- a) The DPAC shall hold quarterly meetings with special meetings to be determined from time to time by the DPAC.
- b) Special meeting dates may be determined by the DPAC at a scheduled quarterly meeting or, may be called by the Chairperson or, in his or her absence, the Vice-Chairperson, by providing members with a minimum of twenty-four (24) hours' notice. The DPAC may, by two-thirds (2/3) written consent of the members, waive notice of a special meeting at any time so long as quorum is present.
- c) One-half (1/2) of the total number of members shall constitute quorum for a meeting to be held. For this committee, quorum is defined as four (4) voting members.
- d) An agenda shall be prepared and circulated to the members prior to each meeting. The agenda will be prepared and circulated by the Chairperson in consultation with the Detachment Commander.
- e) Each member shall have one (1) vote. Each member shall vote on every motion unless he or she has a pecuniary conflict of interest. Motions shall only be carried upon receiving a majority of votes. In the event of a tie vote, the motion is defeated.
- f) Meetings shall be open to the public, and accordingly, members of the public are invited to attend as observers or, in the case of a particular issue in which they desire to speak, they may write the Chairperson and appear as a delegation.
- g) The Chairperson of the DPAC may report to Council on matters of public concern with respect to public safety matters and policing priorities in the Town. The

DPAC shall also report to Council on any matter when requested to do so by Council.

3.10 Code of Conduct

- a) Members of the DPAC are responsible for maintaining the confidentiality of committee information. As part of their duty's members will acquire knowledge of, or have access to, and be in possession of information, including personal information. Members will keep confidential and not disclose any information of any nature or kind that comes to their knowledge by virtue of their position, except in accordance with their duties with the DPAC.
- b) Committee members are required to sign a confidentiality agreement binding them to their responsibility even after their appointment ends.
- c) Members are expected to abide by the Town of Drumheller's core values which include accountability, integrity, respect and trust.

3.11 Limitations

- a) Neither the DPAC nor any individual member of Council shall have the power to pledge the credit of the Town in connection with any matter whatsoever, nor shall the DPAC or any of its members have any power to authorize i) any expenditure(s) or ii) policy change(s).
- b) The DPAC terms of reference is a living document and will be reviewed annually to support the effectiveness of the committee.

3.12 Conflict of Interest

- a) No member shall participate in any discussion nor vote upon any matter that may involve a pecuniary interest as defined in the Municipal Government Act.
- b) In the event of a member having a pecuniary interest, he or she shall:
 - i. Disclose that he or she has a pecuniary interest, he or she shall:
 - ii. Leave the room until the matter has been dealt with;
 - iii. Abstain from any discussion of the matter;
 - iv. Abstain from voting on the matter; and
 - v. Ensure the abstention is recorded in the minutes.

3.13 Resignation, Removals and Replacements

- a) Any citizen member may resign from the DPAC at any time upon sending written notice to the Chairperson of his or her intent to do so.
- b) The (re)appointment of a citizen member to the DPAC may be revoked by the Chairperson if the citizen member:
 - i. Fails to attend three (3) consecutive meetings of the DPAC unless such absence is caused through illness or member has given prior notification and absence is authorized by majority vote of the DPAC Committee;

- ii. Ceases to be a resident of the Town or is no longer employed within the municipality;
 - iii. Is hired in a full-time, permanent capacity with the Town, the RCMP, or any other police service; or,
 - iv. Is convicted of a crime under the Criminal Code of Canada or;
 - v. Is involved in any matter coming to the attention of Council and the DPAC that the would bring the DPAC into disrepute.
- c) Should a citizen member resign or be removed from the DPAC, the DPAC chairperson has the option of moving to fill this vacancy prior to DPAC's annual organizational meeting by accepting an application as per section 4 of the Terms of Reference.
- d) Members who do not abide by the Committees Code of Conduct would receive a written warning from the Chairperson and may be removed by a majority vote of the committee.
- e) Council shall be apprised within a reasonable time of the resignation or removal of a person from the Committee.

3.13 Liability

- a) Members of the DPAC shall not be held liable for any actions of claims or claims arising out of the exercise of the powers granted to the DPAC pursuant to these Terms of Reference.

Adopted by Council:

Date: _____, 2021

Mayor of Drumheller

Chief Administrative Officer

References

Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 provides that a council of a municipality may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property.

Province of Alberta Police Act RSA 2000, C-P-17, Section 23 provides that a municipality which has entered into an Agreement with the Government of Canada for the provision of municipal policing services by the Royal Canadian Mounted Police (R.C.M.P.) may, by bylaw, establish a Policing Committee.

Alberta Human Rights Act, Section 16 (1.a) to forward the principle that all persons are equal in: dignity, rights and responsibilities without regard to race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.

draft - 2021ad



REQUEST FOR DECISION

TITLE:	Safety Policy
DATE:	November 30, 2021
PRESENTED BY:	Town of Drumheller Joint Health & Safety Committee
ATTACHMENT:	Safety Policy C-09-21

SUMMARY

A Safety Policy statement declares the Town of Drumheller's commitment to Health & Safety. It recognizes safety as a core value. The Safety Policy stresses safe work practices from every employee and safe decisions from the management team.

RECOMMENDATION:

It is the recommendation that the Town of Drumheller approve Safety Policy C-09-21.

DISCUSSION:

The Policy must be signed by the Chief Administrative Officer and the Mayor and must include a declaration of management commitment to health and safety that addresses physical, psychological, and social well-being. The policy also references the General Health and Safety responsibilities of managers, supervisors, workers and contractors and the expectation that employees will comply with applicable legislation and the organization's own health and safety standards.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Safety is a fundamental Strategic Priority for the Town of Drumheller

COMMUNICATION STRATEGY:

Once the safety policy has been signed, an email will be sent and the old safety policy C-01-19 will be removed from all locations and replaced with the new policy.

MOTION:

Council moves to approve the Town of Drumheller Safety Policy C-09-21.

SECONDED:

Prepared By:

Janice Armstrong

Janice Armstrong
Administrative Assistant

Approved By:

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



**COUNCIL POLICY # C-09-21
SAFETY POLICY**

Supersedes # C-01-19

1. PURPOSE

The Town of Drumheller is committed to the protection of all its employees, contractors, visitors, patrons, volunteers, and physical assets from accidental loss, damage, or injury.

In fulfilling this commitment to protect both people and property, management will provide and maintain a safe and healthful work environment committed to promoting the physical, psychological, and social well-being of all employees, contractors and visitors.

The Policy is in compliance with legislative requirements and will strive to eliminate any foreseeable hazards which may result in property damage, accidents or personal injury / illness.

2. POLICY STATEMENT

Employees and contractors will be responsible for minimizing accidents within our facilities and on municipal property. Employees, contractors and visitors will follow safe work practices and procedures.

Safety is the direct responsibility of all managers, supervisors, employees, and contractors.

All work will comply with federal, provincial, and municipal safety requirements.

Employees and contractors will be familiar with the Occupational Health and Safety Act and Regulations.

This policy does not take precedence over the Alberta Occupational Health and Safety Act and Regulations.

Date: November 17, 2021

Mayor

Chief Administrative Officer

REQUEST FOR DECISION

TITLE:	Drumheller Resiliency and Flood Mitigation Communication and Public Engagement Award
DATE:	December 13, 2021
PRESENTED BY:	Deighen Blakely, P.Eng., DRFMO Project Director
ATTACHMENT:	None

SUMMARY:

When the Drumheller Resiliency and Flood Management Office (DRFMO) was created in October 2019, Scott Land was awarded services for land negotiations and public communications on the overall project. Due to public concerns, Council decided to make a management change in the communications team in May 2021 in an effort to rebuild the trust between the community and the flood management office.

In June 2021, Council engaged Alchemy Communications to take over the communication and public engagement for the Project on an interim basis. Alchemy had worked with the Town previously during the initial stages of the Covid crisis and on ongoing support to the town communications team. Due to the urgency need to fill the Communications team role, and in line with the Purchasing Policy, the work was awarded on an interim basis to maintain the project timelines.

Since June, Alchemy has been able to rebuild public trust through improved direct communications with area residents, public engagement through virtual and public town halls, social media monitoring, newspaper media articles, and establishment of the Community Advisory Committee.

Now that the communications work has stabilized, and to fulfill Federal and Provincial funding requirements, a formal Request for Proposals (RFP) was posted on Alberta Purchasing Connection (APC) website for firms to provide Communications and Public Engagement services. Proposals closed at 2:00pm on Monday November 29, 2021 with four (4) firms providing proposals:

- Alchemy Communications Inc.
- Jana Sinclair Inc.
- Think Geohazards Inc. D/B/A True Flood Risks
- Wellington Advocacy

One submission was received after the specified proposal closing time and was disqualified as per the RFP guidelines. The proposals were evaluated based on the following criteria:

- Project Understanding,
- Key Staff and Qualifications,
- Relevant Project Experience;
- Budget (based on assumed 160hrs/month),
- Proposal Completeness and Organization.

The scores for the four firms submitting proposals for this work are as follows:

Proponent	Alchemy Communication		Jana Sinclair		True Flood		Wellington		
Monthly Fee	\$20,000		\$23,950		not provided		\$37,875		
Location	Calgary		Calgary		New York		Edmonton		
Rating									
Criteria	Weighting	Score	Weighted	Score	Weighted	Score	Weighted	Score	Weighted
Project Understanding	15%	5	0.75	4	0.6	1	0.15	2	0.3
Key Staff Qualifications	25%	4	1	5	1.25	1	0.25	3	0.75
Relevant Project Experience	30%	5	1.5	5	1.5	1	0.3	2	0.6
Budget	20%	5	1	4	0.8	0	0	1	0.2
Proposal Organization	10%	4	0.4	5	0.5	2	0.2	3	0.3
Total Score		23	4.65	23	4.65	5	0.9	11	2.15

- Notes
1. Monthly cost is based on 160hr/month and excludes disbursement, travel, media advertising and open house expenses
 2. True Flood provided annual budget based on assumed work plan vs requested monthly budget

RECOMMENDATION:

Administration recommends that the 2022 Project Communication and Pubic Engagement be awarded to Alchemy Communications.

DISCUSSION:

The evaluation resulted in two clear front runners with Alchemy and Jana Sinclair being evaluated equally. The decision award to Alchemy was based on the following factors:

- Lower budget,
- Project knowledge and understanding,
- Maintaining consistency and stability,
- The community knows the team and Alchemy has built a level of trust with the community over the past 6 months
- Familiarity with project team, Town staff, and residents.

Since Alchemy was engaged their average monthly time and expenditure has been roughly 320hrs and +/- \$40,000/month. Much of this time has been spent rebuilding the community trust, updating and integrating the DRFMO web site back into the Town website and hosting public information sessions. As much of this work has been completed, and since a new Project Director team is in place since September 2021, it is envisioned that time commitment of senior communication personnel will be reduced and monthly time allocation can be reduced. As well, some tasks, such as social media monitoring, advertising etc. could be transitioned to Town staff to provide an overall more integrated, cohesive communication strategy.

The monthly budget of \$20,000 is based on an estimated average time commitment of 160hrs/month, however actual commitment may vary where community engagement sessions are planned. The following table provides a summary of the anticipated 2022 monthly budgets for the Communications team. An expense allowance has also been included to cover advertising, open house, and travel requirements.

Month	Public Engagement / Communication Planned	Budget
January	Lehigh	\$40,000
February	North Drumheller Dike B & C	\$30,000
March	Willow Estates	\$30,000
April		\$20,000
May		\$20,000
June		\$20,000
July		\$20,000
August		\$20,000
September	N. Drumheller Dike A (Red Deer River)	\$30,000
October	Nacmine	\$30,000
November	Rosedale	\$30,000
December		\$20,000
	Sub-Total	\$310,000
	Expense Allowance	\$20,000
	Total Contract	\$330,000

Under the terms of the RFP, the award is for the 2022 year with option for the Town to extend for one additional year.

FINANCIAL IMPACT:

Funding for the DRFMO Communication and Public Engagement is from the \$55.0M DRFMO project budget and is eligible for reimbursement under the DRFMO grant funding.

STRATEGIC POLICY ALIGNMENT:

Awarding the project to Alchemy Communication aligns with Council's strategic priority of providing strategic communication support to the residents of Drumheller on the Flood Mitigation Program.

COMMUNICATION STRATEGY:

A letter of award will be provided to the successful proponent, and letters of non-award will be provided to the unsuccessful proponents as well as posted on Alberta Purchasing Connection. A media release will be distributed via social media and local news outlets, and posted on the Town website.

MOTION:

Councillor _____ moves that the 2022 Communications and Public Engagement for the Drumheller Resiliency and Flood Mitigation be awarded to Alchemy Communications Inc. for the amount of \$ 330,000 (excluding GST).

SECONDED:



Prepared by:
Deighen Blakely, P.Eng
DRFMO Project Director



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