



**AGENDA**  
**Regular Council Meeting**  
**4:30 PM – Monday August 23, 2021**  
Virtual Remote Meeting & Live Stream on Drumheller Valley YouTube Channel

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1. CALL TO ORDER

2. OPENING REMARK

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for August 23, 2021 Regular Council Meeting

Proposed Motion: That Council adopt the agenda for the August 23, 2021 Regular Council meeting as presented.

5. MINUTES

5.1 Minutes for the August 9, 2021 Regular Council Meeting

Proposed Motion: That Council adopt the minutes for August 9, 2021 Regular Council meeting as presented.

[Regular Council Meeting – 09 August 2021 - Minutes](#)

6. REQUEST FOR DECISION AND REPORTS

6.1. CHIEF ADMINISTRATIVE OFFICER

6.1.1 Referendum and Senate Proclamation

[Referendum and Senate Proclamation](#)

6.1.2 Bylaw 15.21 – Amending Water & Wastewater Bylaw 02-17 – Proposed Second Reading

Proposed Motion: That Council give second reading to Bylaw 15.21 as presented.

[Bylaw 15.21](#)

- 6.1.3 Subdivision Registration Extension MGA 657 (6) - File 80/145, PRMS 2016-042.  
Presented by: Bill Hunter, Hunter Wallace Surveys.

Proposed Motion:

Be it resolved that the COUNCIL of the TOWN OF DRUMHELLER in the Province of Alberta grants a subdivision registration time extension to complete the subdivision and related matters in accordance with Section 657 (6)(b) of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000 for Subdivision Approval File Number PRMS #2016-042 -- 80/145 in order to allow registration in the Land Titles Office to take place before 15 October 2021.

[Request for Decision Extension  
Resolution + Approval + Map](#)

## 6.2 DIRECTOR OF EMERGENCY AND PROTECTIVE SERVICES

### 6.2.1 Fire Department Wage Review

Proposed Motion:

That Council approve a wage increase of \$2 per hour for the Town of Drumheller on call Fire Department members effective October 1, 2021 with a subsequent wage increase of \$2/hour on January 1, 2023 and January 1, 2024.

[Request for Decision – Fire Department Wage Review](#)

### 6.2.2 Policing Committee Repeal Bylaw 19.21

Proposed Motion:

That Council give first reading to Policing Committee Repeal Bylaw 19.21 as presented and direct Administration and the RCMP to create a new Police Advisory Committee before December 2021.

[Request for Decision  
Policing Committee Repeal Bylaw 19.21  
Policing Committee Bylaw 16-09](#)

## 7. PUBLIC HEARINGS TO COMMENCE AT 5:30 PM

### 7.1 Amendments to Land Use Bylaw 16.20 – Amending LUB Bylaw 18.21

1. Mayor Open Public Hearing
2. Mayors Introduction of Matter
3. Bylaw 18.21 – to Amend Land Use Bylaw 16.20 - CAO, Darryl Drohomerski
4. Rules of Conduct
5. Announcement of Public to Speak
6. Public - Registered to Present Remotely - 5 minute  
Jim McCabe
7. Public - Written Submission Read Aloud - 5 minute time limit
8. Mayor Call for Public Hearing to Close

8. CLOSED SESSION

8.1.1 Infrastructure Maintenance– FOIP 24 – Advice from Officials

Proposed Motion: That Council close the meeting to discuss infrastructure maintenance as per FOIP 24.

9. ADJOURNMENT



## MINUTES

### Regular Council Meeting

4:30 PM – Monday August 9, 2021

Virtual Remote Meeting & Live Stream on Drumheller Valley YouTube Channel

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#### IN ATTENDANCE

Mayor Colberg  
Councillor Jay Garbutt  
Councillor Lisa Hansen-Zacharuk  
Councillor Tom Zariski  
Councillor Tony Lacher

Regrets  
Councillor Kristyne DeMott  
Councillor Fred Makowecki

Chief Administrative Officer (CAO): Darryl Drohomerski  
Communication Officer: Erica Crocker  
Director of Emergency and Protective Services: Greg Peters  
Director of Corporate Services: Mauricio Reyes  
Legislative Assistant: Denise Lines  
Community Services Coordinator: Heather Carlson  
Manager of Recreation, Arts and Culture: Darren Goldthorpe  
Director of Infrastructure: Dave Brett

#### 1. CALL TO ORDER

1.1 The Mayor called the meeting to order at 4:31pm

#### 2. OPENING REMARK

2.1 Flood Mitigation Open House Tuesday August 10<sup>th</sup> 12 – 2pm on Zoom; in person at the BCF 6pm – 8pm. Registration can be found on the Town website.

#### 3. ADDITIONS TO THE AGENDA

#### 4. ADOPTION OF AGENDA

4.1 Agenda for August 9, 2021 Regular Council Meeting

**M2021.175** Moved by Councillor Lacher, Councillor Zariski; that Council adopt the agenda for the August 9, 2021 Regular Council meeting as presented.

Carried unanimously

#### 5. MINUTES

5.1 Minutes for the July 12, 2021 Regular Council Meeting

**M2021.176** Moved by Councillor Garbutt, Councillor Hansen-Zacharuk; that Council adopt the minutes for July 12, 2021 Regular Council meeting as presented.

Carried unanimously

5.2 Minutes for the July 26, 2021 Regular Council Meeting

**M2021.177** Moved by Councillor Garbutt, Councillor Hansen-Zacharuk; that Council adopt the minutes for July 26, 2021 Regular Council meeting as presented.

Carried unanimously

5.2 Municipal Planning Commission Meeting Minutes of May 6 and May 20, 2021

**M2021.178** Moved by Councillor Zariski, Councillor Lacher; that Council accept as information, the minutes for the May 6 and May 20, 2021 Municipal Planning Commission meetings

Carried unanimously

5.3 Drumheller and District Seniors Foundation Meeting Minutes of May 27, 2021

**M2021.179** Moved by Councillor Zariski, Councillor Hansen-Zacharuk; that Council accept as information, the minutes of the May 27, 2021, Drumheller and District Seniors Foundation meeting.

Carried unanimously

6. DELEGATION

6.1. Royal Canadian Mounted Police Reports  
Presented by Staff / Sergeant Ed Bourque and Corporal Gerald Sherk

The documents associated with this report are available online:  
<https://drumheller.civicweb.net/filepro/documents/40954>

7. REQUEST FOR DECISION AND REPORTS

7.1. CHIEF ADMINISTRATIVE OFFICER

7.1.1 Request for Decision - Intermunicipal Subdivision and Development Appeal Board Bylaw 17.21

**M2021.180** Moved by Councillor Lacher, Councillor Zariski; that Council give first reading to Palliser Intermunicipal Subdivision and Development Appeal Board Bylaw 17.21 as presented.

For: Councillors Hansen-Zacharuk, Lacher, Zariski, Mayor Colberg  
Opposed: Councillor Garbutt

Carried

**M2021.181** Moved by Councillor Zariski, Councillor Lacher; that Council give second reading to Palliser Intermunicipal Subdivision and Development Appeal Board Bylaw 17.21 as presented.

For: Councillors Hansen-Zacharuk, Lacher, Zariski, Mayor Colberg  
Opposed: Councillor Garbutt

Carried

#### 7.1.2 Request for Decision - Assessment Review Board Services

**M2021.182** Moved by Councillor Lacher, Councillor Zariski; that Council delegates authority to Administration to negotiate and enter into an agreement with a service provider for the provision of Assessment Review Board Services for trial period of not less than two years.

For: Councillors Hansen-Zacharuk, Lacher, Zariski, Mayor Colberg  
Opposed: Councillor Garbutt

#### 7.1.3 Amendments to Land Use Bylaw 16.20 – Amending LUB Group 1 Bylaw 18.21

**M2021.183** Moved by Councillor Zariski, Councillor Garbutt; that Council give first reading to Bylaw 18.21 as presented and set a public hearing for August 23, 2021.

Carried unanimously

**M2021.184** Moved by Councillor Hansen-Zacharuk, Councillor Lacher; that Council delegates Administration to correct drafting and clerical errors to Land Use Bylaw 16.20, Section 2 – Maps and Overlays, as they are identified by the Development Authority.

Carried unanimously

## 7.2 FLOOD MITIGATION INTERIM PROJECT MANAGER

### 7.2.1 Flood Mitigation Update – Presented by Interim Project Manager Mark Steffler

#### Subject Matter Included:

- Request for Proposal received 2 submissions
- Flood Mitigation Public Information Session – Tuesday August 10
- Zoom Meeting Experience: 12pm – 2pm
- In Person at the BCF: 6pm – 8pm
- Flood Teams visited Rocky View/Bragg Creek and High River to discuss their experience with their flood mitigation projects.
- The 4 teams are continuing with design work
- There are ongoing meetings with the Federal government to discuss reporting procedures.

8. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

8.1. **Second Quarter Reports**

Director of Emergency and Protective Services – Greg Peters  
Director of Corporate Services – Mauricio Reyes  
Director of Infrastructure – Dave Brett  
Manager of Recreation, Arts & Culture – Darren Goldthorpe  
Community Development and Social Planning – Heather Carlson

9. CLOSED SESSION

9.1. Labour - FOIP 16 – Disclosure harmful to business interests of a third party

9.2. Strategic Planning & Procedures – FOIP 24 – Advice from Officials

**M2021.185** Moved by Councillor Hansen-Zacharuk, Councillor Lacher; that Council close the meeting to discuss confidential evaluations and strategic planning and procedures as per FOIP 16 and FOIP 24.

Time 6:42pm

**M2021.186** Moved by Councillor Hansen-Zacharuk, Councillor Lacher; that Council open the meeting.

Time 9:05pm

10. ADJOURNMENT

**M2021.187** Moved by Councillor Hansen-Zacharuk, Councillor Lacher; that Council open the meeting.

Time 9:05pm

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

Drumheller Valley YouTube Link: <https://www.youtube.com/watch?v=C0yOeLRLKvA>



# Municipal Senate Election and Referendum Proclamation

Local Jurisdiction: \_\_\_\_\_, Alberta

A) For the purpose of electing \_\_\_\_\_ person(s) according to the Alberta Senate Election Act, whose name(s) is(are) to be submitted by the Government of Alberta to the Queen’s Privy Council for Canada as a person(s) who may be summoned to the Senate of Canada for the purpose of filling a vacancy(-ies) relating to Alberta, and

B) For the purpose of holding a vote on the following referendum question(s) under the Referendum Act,  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Public Notice is hereby given to all electors that the following items are fixed pursuant to the *Alberta Senate Election Act* and *Alberta Referendum Act*:

### NOMINATION OF CANDIDATES

COMMENCING immediately and continuing until 2:00 pm on \_\_\_\_\_ (date)

excluding Sundays and holidays, nomination papers may be filed with the Office of the Chief Electoral Officer during normal business hours at 100, 11510 Kingsway NW, Edmonton, AB T5G 2Y5, for a candidate under the *Alberta Senate Election Act*.

### ELECTION DAY

Voting will take place on \_\_\_\_\_ between the hours of 10:00 am and 8:00 pm (date)

unless an elected authority has passed a bylaw to open voting stations before 10:00 am.

### ANNOUNCEMENT OF OFFICIAL RESULTS BY CHIEF ELECTORAL OFFICER

The announcement of the tabulation of the official results will take place at the Office of the Chief Electoral Officer at 100, 11510 Kingsway NW, Edmonton, AB T5G 2Y5, on \_\_\_\_\_ at \_\_\_\_\_ (date) (time)

### RETURNING OFFICER

Additional information concerning the Senate Election and Referendum Vote may be obtained from the Office of the Chief Electoral Officer, at 1-877-422-8683 (VOTE) or by email at [info@elections.ab.ca](mailto:info@elections.ab.ca), or from the returning officer in the applicable voting area:

\_\_\_\_\_  
(name) (address)  
\_\_\_\_\_  
(contact information)

Issued on: \_\_\_\_\_ (date) By: \_\_\_\_\_ (Chief Electoral Officer)



**TOWN OF DRUMHELLER  
BYLAW 15.21**

BEING A BYLAW OF THE TOWN OF DRUMHELLER, IN THE PROVINCE OF ALBERTA, TO  
AMEND BYLAW 02-17, THE WATER AND WASTEWATER BYLAW;

**WHEREAS**, Council considers it desirable to amend Bylaw 02-17, the Water and Wastewater Bylaw;

**THEREFORE**, the Council of the Town of Drumheller, in the province of Alberta enacts as follows:

1. Changes to Bylaw Part 1 – Title and Definitions

- 1.1 The addition of;  
“Process Water” means water that is completely consumed in the manufacturing or production of goods.

2. Changes to “Schedule A”; Part 6 – Service Connections; Number of Services:

- 2.1 The deletion of;  
All newly constructed multiple unit structures located on one lot shall be serviced with one service and one water meter which will register water consumption for all units located within the building.

- 2.2 The addition of;
- 1) Unless otherwise approved by the Chief Administrative Officer, each property shall have one service with one water meter.
  - 2) A commercial or industrial property, that has significant process water use, that does not return to the Wastewater system, may request a dedicated process water service that does not incur wastewater charges. All charges associated with the additional water service and water meter are the customer’s responsibility.

3. TRANSITIONAL

- 3.1 Bylaw 15.21, amending Bylaw 02-17 comes into full force after third reading.

READ A FIRST TIME THIS 28th DAY OF JUNE, 2021

Public Hearing: JULY 12th, 2021

READ A SECOND TIME THIS \_ DAY OF \_, 2021

READ A THIRD TIME AND PASSED THIS \_ DAY OF \_, 2021

\_\_\_\_\_  
MAYOR

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

## REQUEST FOR DECISION

<b>TITLE:</b>	Subdivision Extension Request – MGA 657 (6)
<b>DATE:</b>	August 18, 2021
<b>PRESENTED BY:</b>	Bill Hunter, Hunter Surveys
<b>ATTACHMENT:</b>	Resolution Page + Subdivision Approval

### SUMMARY

The Town of Drumheller Subdivision Authority representative, Palliser Regional Municipal Services granted final approval for File No. 80/145, PRMS 2016-042. The plan was a consolidation of subdivided portion RW 306 with the lands contained in Block 1, Plan 971 1856 and consolidation of remainder of RW 306 with the title of the S.W. ¼ Section 7-28-18-4.

As stated in MGA Section 657 (5), from the date of the approval there is one year to register the subdivision and related documents with Land Titles before it becomes void; the date of the subdivision approval for File No. 80/145, PRMS 2016-042 was January 7, 2020 with an expiry date of January 7 2021.

However, MGA Section 657 (6) allows for Council to extend this date;  
The council may grant one or more extensions of

- (a) the one-year period referred to in subsection (1), or
- (b) the one-year period referred to in subsection (5),

whether or not the time period under those subsections has expired.

### RECOMMENDATION

It is recommended that Council grant the extension in order to complete the steps necessary to allow for the registration of File 80/145, PRMS 2016-042, no later than October 15, 2021.

### DISCUSSION

Due to time consuming complications arising from this rather complex project and the difficulty meeting with people to discuss issues during the pandemic the registration with Land Titles did not occur in the allotted time of one year as set out in the MGA Subdivision Registration Section 657.

This land transaction is related to the East Coulee waterline installation where a land swap was required between a private landowner and the Town. The time to complete has been complicated by the pandemic. It is expected this will be completed no later then October 15, 2021.

### FINANCIAL IMPACT

Not approving this extension will require the Town to resubmit an application which is an unforeseen cost.

**STRATEGIC POLICY ALIGNMENT**

Proper process and procedure.

**COMMUNICATION STRATEGY**

Communication and confirmation with the affected land owners.

**MOTION:**

Be it resolved that the COUNCIL of the TOWN OF DRUMHELLER in the Province of Alberta grants a subdivision registration time extension to complete the subdivision and related matters in accordance with Section 657 (6)(b) of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000 for Subdivision Approval File Number PRMS #2016-042 -- 80/145 in order to allow registration in the Land Titles Office to take place before 15 October 2021.

**SECONDED:**

Prepared By: Denise Lines  
SR Administrative Assistant



Reviewed By: Greg Peters Acting  
Chief Administrative Officer

**TOWN OF DRUMHELLER**

RESOLUTION NUMBER . . . . .

**THIS IS A RESOLUTION BY THE TOWN OF DRUMHELLER**, in the Province of Alberta pursuant to Section 657 (6)(b) of the Municipal Government Act, being Chapter M-26, Revised Statutes of Alberta 2000 to grant a time extension to an approved subdivision (File: PRMS #2016-042 80/145) to allow this subdivision and related documents to be registered in the Land Titles Office.

**WHEREAS:** a final subdivision approval was granted by the Town of Drumheller by its representative Palliser Regional Municipal Services which contains a proviso requiring the subdivision to be registered in the Land Titles Office before 7 January 2021; and

**WHEREAS:** although the subdivision plan, road dedication plan, right-of-way plan, field surveys, land transfers and consolidation documents related to this subdivision have been duly prepared and executed by the Town of Drumheller and the registered owner it was not registered before the aforementioned expiry date due to time consuming complications arising from this rather complex project and the difficulty meeting with people to discuss issues during the pandemic; and

**WHEREAS:** Section 657 (6)(b) of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000 grants the Council of the Town of Drumheller the authority to provide a time extension to an approved subdivision notwithstanding the allotted time has expired;

**NOW THEREFORE;** be it resolved that the COUNCIL of the TOWN OF DRUMHELLER in the Province of Alberta grants a subdivision registration time extension to complete the subdivision and related matters in accordance with Section 657 (6)(b) of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000 for Subdivision Approval File Number PRMS #2016-042 -- 80/145 in order to allow registration in the Land Titles Office to take place before 15 October 2021.

READ AND PASSED BY THE COUNCIL OF THE TOWN OF DRUMHELLER this \_\_\_ day of \_\_, 2021.

\_\_\_\_\_  
MAYOR: HEATHER COLBERG

Seal

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER  
DARRYL E. DROHOMERSKI, C.E.T.

This is to certify this is a true and complete copy of the original resolution it purports to represent.

\_\_\_\_\_  
DARRYL E. DROHOMERSKI, C.E.T. Chief Administrative Officer.

**CHAPTER L-4 AND AMENDMENTS THERETO.  
ENDORSEMENTS FOR ACCOMPANYING DIGITAL PLAN OF SURVEY**

**FINAL SUBDIVISION APPROVAL BY SUBDIVISION APPROVING AUTHORITY**

**IN THE MATTER OF:**  
TYPE OF PLAN: SUBDIVISION BY PLAN OF SURVEY

PLAN HEADING: DRUMHELLER, ALBERTA.  
PLAN OF SURVEY SHOWING SUBDIVISION OF  
BLOCK 1, PLAN 971 1856 AND PART OF PLAN R.W. 306  
ALL WITHIN  
THE S.W.1/4 SEC. 7, TWP. 28, RGE. 18, W. 4<sup>TH</sup>. MER.

REGISTERED OWNER: MILLARFIELD FARMS LTD.

LAND SURVEYOR: WILLIAM R. HUNTER, ALBERTA LAND SURVEYOR

SURVEYOR'S CORPORATION  
AND PERMIT NUMBER: HUNTER SURVEY SYSTEMS LTD. PERMIT NO. P 001

DATES: OF SURVEY: 11 AUGUST 2013 TO 15 NOVEMBER A.D., 2016.  
SIGNED BY LAND SURVEYOR: 25<sup>TH</sup>. NOVEMBER A.D., 2019.

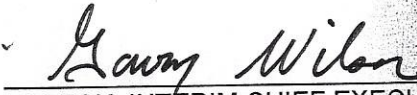
SURVEYOR'S FILE NO: FILE: 05-12-106 (SUB 12106.DWG)

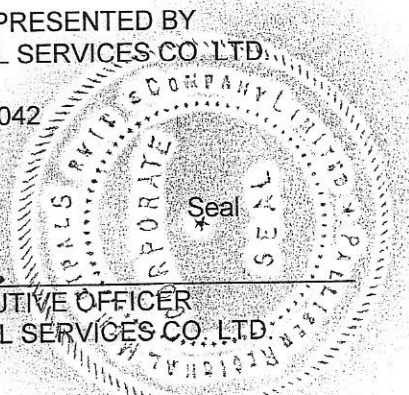
**FINAL SUBDIVISION APPROVAL BY SUBDIVISION APPROVING AUTHORITY**

**SUBDIVISION APPROVING AUTHORITY:** TOWN OF DRUMHELLER AS REPRESENTED BY  
PALLISER REGIONAL MUNICIPAL SERVICES CO. LTD.

**OUR FILE: NUMBER:** FILE NO: 80 / 145 PRMS #2016-042

**SUBDIVISION APPROVED FOR REGISTRATION:**

*Lr*   
TIM FOX, INTERIM CHIEF EXECUTIVE OFFICER  
PALLISER REGIONAL MUNICIPAL SERVICES CO. LTD.



**SUBJECT TO THE CONCURRENT REGISTRATION OF:**

1. CONSOLIDATION OF SUBDIVIDED PORTION OF R.W.306 WITH LANDS CONTAINED IN BLOCK 1, PLAN 971 1856, AND
2. CONSOLIDATION OF REMAINDER OF R.W.306 WITH THE TITLE TO THE S.W.1/4 SECTION 7-28-18-4

**DATE OF APPROVAL:** 7 JANUARY 2020.

**THIS APPROVAL EXPIRES** 7 JANUARY 2021.





RANGE 18

RANGE 19

S.W. 1/4 SEC. 7  
28-18-4

## REQUEST FOR DECISION

<b>TITLE:</b>	Firefighter Wage Review
<b>DATE:</b>	14 July 2021
<b>PRESENTED BY:</b>	Greg Peters Director of Protective and Emergency Services
<b>ATTACHMENT:</b>	

**SUMMARY:**

The Town of Drumheller Fire department is a voluntary organization consisting of approximately 45 members operating from 3 fire halls. The Department has a Fire Chief, 1 Deputy Chief and 1 District Chief. There are 4 captains – 1 in Rosedale and 3 in Drumheller. The Deputy Chief is also the training officer.

The Town's on call firefighters are paid in the lower range of departments operating in the province. Presently they are paid \$16.95 per hour. Compared to other municipalities in the recent remuneration survey our wages are in the lower range as noted in the table of comparable wages shown below.

Pay increase projections noted below are based on an estimated call volume of 195 calls per year consuming approximately 218 hours of service along with practice time of 48 hours a year which consists of 2 practices a month of 2 hours each. There are 44 members presently in 3 fire halls in the municipality: 29 in Drumheller, 8 in Rosedale and 7 in East Coulee. The Drumheller hall members get called to all calls for service in Rosedale and East Coulee but may or may not attend depending on the nature of the incident. All on call members do not have a set schedule and can be called upon at any time and the numbers of members that respond to a request for service may vary depending on the time of day, their work and other obligations. The numbers quoted and used in the calculations, except for the total yearly wage expenditure by the town, are estimates based on the best information available from a review of fire department records including a review of yearly total calls and the number of members that attend calls. An increase of \$2/ per hour is requested for 2021, 2023 and 2024.

**RECOMMENDATION:**

To increase the hourly wage incrementally over successive years to \$19.00, \$21.00 and \$23.00 would incur annual costs as noted below:

CURRENT WAGE BREAKDOWN			
44 Fire Dept Members	Approximate Hrs/Member	Hourly Wage	Approximate Yearly Cost/Member
Calls for service	~218hrs	\$16.95/hr	~\$3,695.10
Practice	~48hrs	\$16.95/hr	~\$813.60
Total Wages Per Member			~4508.70

APPROXIMATE WAGES 2022			
44 Fire Dept Members	Approximate Hrs/Member	Hourly Wage	Cost/Member
Calls for service	~218hrs	\$19/hr	~\$4,142.00
Practice	~48hrs	\$19/hr	~\$912.00
Total Wages Per Member			~\$5054.00

Based on the above assessment it is recommended that the Town implement a new wage increase structure within the fire department to take effect October 1, 2021.

**DISCUSSION:**

In 2020 Drumheller responded to 181 calls and in 2019 it was 196. The best information for hours of work indicate that the average member spends 266 hours per year between fire calls, practice and training.

In 2020 the Town paid a total of \$190,736.69 for on call firefighter wages. Of this total \$55,027.85 was for the fire chief’s wages, and officer’s honorarium. Everyone except the Chief also gets the hourly wage when they attend a call. The Deputy Chief receives \$470.46 per month honorarium. Five Captains receive \$164.50 per month each.

The average wage for an on-call firefighter in Alberta is \$25.84 per hour. Our firefighters have seen few wage increases in the past 19 years. From 2002 until 2016 there was no increase and members were found after close review and correspondence with other departments to be among the lowest paid in the province in 2016. Our firefighters are paid well below the provincial average for on call firefighters and the list shows a comparison to other communities.

To increase the wage levels brings our department more in line with an industry standard for on call firefighters in the province. This may in turn aid in firefighter retention and may aid administration in attraction of new members. We enjoy our day to day life and community safety and security because of the quiet and very often unnoticed dedication of our fire chief and fire department members.

FIREFIGHTER BASE WAGE COMPARISONS – OTHER COMMUNITIES ALBERTA

The list below shows firefighter wages in other Alberta communities

- RIMBEY - \$20.93
- PONOKA - \$22.54
- PENHOLD - \$15.00
- OLDS - \$20.68
- CAMROSE - \$22.13
- TABER - \$18.00
- INNISFAIL - \$25.75

**FINANCIAL IMPACT:**

This would be an operating cost increase. The impact of this has been discussed with the Director of Corporate Services and the increase is manageable. To increase the wage to \$19/hr would see an additional cost of approximately \$5852.00 for the rest of 2021 and \$23,408.00 in 2022, and approximately the same increase if the wages increase by \$2/hour in 2023 and 2024.



**STRATEGIC POLICY ALIGNMENT:**

Our on-call firefighters are an integral part of our emergency services. The vast range of emergency matters they respond to are integral to public safety, they are extremely valuable essential service and a community cannot function without them. They are a vital pillar in our strategy to maintain our position as a safe, clean and sought after community.

**COMMUNICATION STRATEGY:**

The Director has conducted wide ranging research into firefighter wages in the province outside of the major centres and this has been discussed with the fire chief. He is supportive of the proposed increases. Communication regarding an increase in the department members hourly wage will be delivered through the fire chief by email to all on call firefighters.

**MOTION:**

That Council approve a wage increase of \$2 per hour for the Town of Drumheller on call Fire Department members effective October 1, 2021 with a subsequent wage increase of \$2/hour on January 1, 2023 and January 1, 2024.

**SECONDED:**



Prepared By: Greg Peters  
Director of Protective and Emergency Services

## REQUEST FOR DECISION

TITLE:	Policing Committee Repeal Bylaw 19.21
DATE:	August 23, 2021
PRESENTED BY:	Greg Peters, Director of Protective and Emergency Services
ATTACHMENT:	Policing Committee Bylaw 16.09 + Repeal Bylaw 19.21

### SUMMARY

The Town of Drumheller established a Policing Committee on June 22<sup>nd</sup> 2009, Bylaw 16.09. The way the current bylaw is written states does not completely reflect the role and evolution of the committee as it presently stands. At the outset of the committee great efforts were undertaken to see that the policing committee complied with provincial and municipal legislation, addressed community issues and provided relevant feedback to law enforcement. Over the life of the committee well-meaning members sought to fill expectations so it could be a solid contributing force towards the well-being of the community. It is expected that the development of a new police advisory committee expected to be more reflective, more inclusive of community members and other law enforcement related support groups will enjoy greater functionality and therefore be able to play a more supportive role as a conduit between law enforcement and the community as a whole.

Bylaw 16.09 states:

#### 3.0 DUTIES AND RESPONSIBILITIES:

- 3.1 a) oversee the agreement between the Town and the Government of Canada for the employment of the RCMP;  
*the committee has not had any input in the policing agreement between the Government/Town and RCMP. This is all handled directly with Town Administration.*
- b) provide Community feedback to the RCMP concerning Police and Town Bylaw enforcement strategies and activities;  
*currently being done only by way of the yearly Policing Survey done in cooperation with the RCMP*
- c) review and advise Council on the annual RCMP Goals and Priorities;  
*this is being done m\by quarterly presentations done by RCMP to Council.*

#### 8.0 PUBLIC COMPLAINT DIRECTOR:

- 8.1 The committee shall appoint a Public Complaint Director.  
*This position has not been in recent times been an active role, if ever. The training that was to be provided AUMA has not been put into place. RCMP K Division already has a process in place that handles all complaints even in regards to officers.*

### DISCUSSION

Communication has been ongoing with Council members, the RCMP, Town Administration as well as Protective and Emergency Services as to how best serve the town with a civilian group. It was found necessary to take a step back and look at the functionality of the committee as it stands now and the role it plays in the community. The repeal of the bylaw and impetus to create a new police advisory committee with representation from all groups in our community is supported by the S/Sgt in charge of the detachment and Council representatives on the existing committee.

The Alberta Police Act allows a municipality that has contracted the RCMP as their municipal police service to establish either a Policing Committee or a Policing Advisory Committee. Neither form of committees get involved in the daily operations of police services, which is the responsibility of the RCMP detachment commanders or the respective Chief of Police.

The goal is to form a Police Advisory Committee from the policing committee and the Community advisory group that meets from time to time at the RCMP detachment. This will be a less formal alternative to a Policing Committee. It allows for more public transparency, greater and diverse representation from the community and participation in local policing matters by way of creating more community involvement. It also opens up other possibilities of diverse and varied training in order to be better informed and capable to discuss and deal with the current issues within the community. This is an exciting opportunity to open new avenues of discussion and involvement towards building enthusiastic and wide spread support as we move forward together for the health and benefit of our community.

### **RECOMMENDATION**

That Council repeal the Policing Committee Bylaw 16.09 and direct Administration and the RCMP to create a new Police Advisory Committee before December 2021.

### **FINANCIAL IMPACT**

n/a

### **STRATEGIC POLICY ALIGNMENT**

Creating effective community engagement

### **COMMUNICATION STRATEGY**

Letters of Communication have been done up for both the Citizens Advisory Committee (RCMP) and the Current Policing Committee to inform them of the changes  
Community engagements could be done in order to explaining the new direction being taken on as well as to recruit members to be a part of the new Advisory Committee.

### **MOTION:**

That Council give first reading to Policing Committee Repeal Bylaw 19.21 and direct Administration and the RCMP to create a new Police Advisory Committee before December 2021.

### **SECONDED:**



Prepared By: Greg Peters  
Director of Protective and Emergency Services

**TOWN OF DRUMHELLER  
BYLAW 19.21**

BEING A BYLAW OF THE TOWN OF DRUMHELLER, IN THE PROVINCE OF ALBERTA, TO REPEAL BYLAW 16-09 OF THE TOWN OF DRUMHELLER;

**WHEREAS**, pursuant to Municipal Government Act, Chapter M-26, R.S.A 200, and amendments thereto, that Council may amend or repeal a bylaw;

**THEREFORE**, the Council of the Town of Drumheller, in the province of Alberta enacts as follows:

**SECTION 1.**

1.1 This bylaw may be known as the Policing Committee Repeal Bylaw 19.21

1.2 This bylaw repeals Policing Committee Bylaw 16-09.

**SECTION 2.**

13.2 Bylaw 19.21 comes into full force after third reading.

READ A FIRST TIME THIS \_ DAY OF \_, 2021

READ A SECOND TIME THIS \_ DAY OF \_, 2021

READ A THIRD TIME AND PASSED THIS \_ DAY OF \_, 2021

\_\_\_\_\_  
MAYOR

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

**TOWN OF DRUMHELLER**  
**BYLAW NO. 16-09**

**A BYLAW OF THE TOWN OF DRUMHELLER TO ESTABLISH A POLICING COMMITTEE.**

PURSUANT to the Municipal Government Act, Being Chapter M-26, R.S.A. 2000, as amended, the Council for the Town of Drumheller duly assembled enacts as follows:

- WHEREAS** Section 23(1) of the Police Act, being Chapter 12.01 of the Revised Statutes of Alberta, 1988 and amendments thereto, provides that a municipality which has entered into an Agreement with the government of Alberta for the provision of Police services under Section 22 of the Police Act may, by by-law establish a Policing Committee; and
- AND WHEREAS** The member in charge of the Municipal Police Service shall, in enforcing the bylaws of the Municipality, act under the lawful direction of the Chief Executive Officer or such other person as the Chief Executive Officer may, in writing, designate; and
- AND WHEREAS** The Council of the Town of Drumheller deems it advisable to establish a Policing Committee to advise them on Police matters; and
- AND WHEREAS** Council, by the bylaw, shall prescribe the rules and regulations governing proceedings and meetings of the Committee.
- NOW THEREFORE** The Council of the Town of Drumheller, duly assembled, enacts as follows:

**1.0 TITLE:**

This bylaw may be known as the "Policing Committee Bylaw".

**2.0 DEFINITIONS:**

For the purpose of this bylaw:

- (a) "Agreement" means the agreement between the Town of Drumheller and the Government of Canada for the provision of police services for the Municipality;
- (b) "Committee" means Drumheller Policing Committee.
- (c) "Council" means the duly elected Municipal Council of the Town of Drumheller from time to time;

- (d) "Officer in Charge" means the Officer in charge of the local RCMP Detachment in the Town of Drumheller;
- (e) "Oversee" means to review and advise Council with regard to the terms of the Agreement;
- (f) "RCMP" means the Royal Canadian Mounted Police; and
- (g) "Town" means the Corporation of the Town of Drumheller or the area Contained within the Corporate limits of the Town as the context may Require.

**3.0 DUTIES AND RESPONSIBILITIES:**

- 3.1 The overall objectives of the Policing Committee are to act as a liaison between Town Council, the RCMP detachment, the Bylaw Enforcement Office and the Citizens of Drumheller and the rural areas served by the Drumheller Detachment of the RCMP, and foster responsible community actions towards the creation of a safe, secure community. The Committee shall endeavour to do this by encouraging an environment, which allows for public concerns to be addressed by all affected parties. Specific duties and responsibilities are to;
- (a) oversee the agreement between the Town and the Government of Canada for the employment of the RCMP;
  - (b) provide Community feedback to the RCMP concerning Police and Town Bylaw enforcement strategies and activities;
  - (c) review and advise Council on the annual RCMP Goals and Priorities;
  - (d) Co-operate and liaise with community groups in creating programs or pursuing initiatives to improve public safety; and
  - (e) make recommendations to Council relating to Policing matters or relevant community issues, as it may deem advisable, on its own Initiative or upon request of Council.

**4.0 COMPOSITION OF THE COMMITTEE**

- 4.1 The committee shall consist of nine (9) voting members who shall be appointed by resolution of Council as follows:
- (a) Five (5) members selected from the public at large as residents of the Town of Drumheller.
  - (b) One (1) Mayor or designate by resolution of the Town of Drumheller, Municipal Council.

- (c) Three (3) public members selected to a maximum of one (1) from any of the following communities, as defined within the boundaries of the Drumheller Detachment, Royal Canadian Mounted Police:
  - i. Starland County
  - ii. Kneehill County.
  - iii. The Village of Delia
  - iv. The Village of Morrin
  - v. The Village of Carbon
  - vi. The Village of Munson
- 4.2 The Officer in Charge of the Drumheller RCMP, or his designate, shall attend the Committee meetings in an advisory, non-voting capacity.
- 4.3 The Chief Administrative Officer, or his designate, shall attend the Committee Meetings in an advisory, non-voting capacity.

#### **5.0 MEMBERSHIP**

- 5.1 Each member from the public at large shall be appointed to the Committee for One (1) to three (3) year term, whichever Council deems appropriate, commencing October 31<sup>st</sup>.
- 5.2 The term of any citizen member shall not exceed six (6) consecutive years, except by special resolution of council.
- 5.3 Members shall remain in office until their respective successors are appointed.
- 5.4 Where a member ceases to be a member of the Committee before the expiration of his or her term, Council may appoint another eligible person for the unexpired portion of the term.
- 5.5 All persons appointed to the Committee shall:
  - (a) Take the oath prescribed by the Police Act.
  - (b) Not have a criminal record under the Criminal Code of Canada.
  - (c) Not be hired in any capacity with the Royal Canadian Mounted Police, any Provincial Police Force, the Provincial Attorney General's Department or the Department of the Solicitor General of Alberta;

- (d) Be a Canadian Citizen or landed immigrant and a resident in the Town of Drumheller or one of the communities enumerated in s.4.1 for at least six (6) consecutive months preceding the date of advertising for applications.
- (e) Be of the full age of eighteen (18) years.

#### **6.0 RESIGNATION AND REMOVALS**

- 6.1 Any member may resign from the Committee at any time upon sending written notice to Council to that effect.
- 6.2 Council may terminate a member's appointment to the Committee at any time, and particularly when the member:
  - (a) fails to attend three (3) consecutive regular meetings of the Committee, unless absence is caused through illness or is authorized in advance by Resolution of the Committee;
  - (b) ceases to be a resident of the Town and / or respective community as identified in 4.1(c);
  - (c) is hired in a full-time, permanent capacity with the Town or the RCMP or;
  - (d) is convicted of a crime under the Criminal Code of Canada.

#### **7.0 OFFICERS OF THE COMMITTEE**

- 7.1 The Chairman and Vice Chairman of the Committee shall be elected from amongst its citizen members after Council's organizational meeting of each year.
- 7.2 All members of the Committee shall vote on every motion, except the Chairman. In the event of a tie vote, the Chairman shall vote.

#### **8.0 PUBLIC COMPLAINT DIRECTOR**

- 8.1 The Committee shall appoint a Public Complaint Director.
- 8.2 The Public Complaint Director may be:
  - (a) a member of the Committee other than a member of the Council;
  - (b) an employee of the Committee;
  - (c) an employee of the Town; or



- (d) another person, other than a member of the Council, who in the opinion of the Committee is qualified to serve in that capacity.

8.3 The Public Complaint Director shall:

- (a) receive complaints against police officers from the public and refer them to the Officer in Charge pursuant to Section 43(1) of the Police Act;
- (b) provide liaison between the Committee and the Officer in Charge;
- (c) receive complaints against Community Peace Officers (CPO's) from the public and refer them to the Director of Protective Services pursuant to the Peace Officer Act.
- (d) Perform the duties assigned by the Committee in regard to public complaints.

**9.0 MEETINGS**

- 9.1 The Committee shall hold regular meetings at a frequency to be determined from time to time by the Committee, but not less than four (4) meetings per year.
- 9.2 Special meetings may be called by the Chairman or, in his absence, the Vice-Chairman, by providing the members with 24 hours notice. The Committee may, by unanimous consent, waive notice of a special meeting at any time if every member of the Committee is present.
- 9.3 No less than five (5) voting members of the Committee shall constitute a quorum at a meeting.
- 9.3 When a matter arises relating to proceedings in a meeting which is not covered by a provision of this Bylaw or the Act, the matter shall be decided by reference to Roberts Rules of Order.
- 9.4 An agenda shall be prepared by the Chief Administrative Officer or his designate, in consultation with the Chairman, or in his absence the Vice-Chairman, and be circulated to the members prior to each Policing Committee meeting.
- 9.5 Meetings of the Policing Committee shall be open to the public, but all matters relating to personnel, conduct, contracts with the Royal Canadian Mounted Police, and security of police operations shall be conducted in private or closed meetings.
- 9.6 The Policing Committee may make such report to Council on matters of public concern as the Policing Committee deems are appropriate and are in the public interest. The Policing Committee shall also report to Council on any matter when requested to do so by resolution of Council.

**10.0 SUB-COMMITTEES**

The Committee may appoint sub-committees or ad hoc committees which may include persons from outside the Committee as it may consider necessary or desirable. The Committee shall define the terms of reference and tenure of each sub-committee or ad hoc committee. Sub-Committees or ad hoc committees may be terminated by a simple motion at any regular meeting.

**11.0 LIMITATIONS**

Neither the Committee nor any member shall have the power to pledge the credit of the Town in connection with any matters whatsoever, nor shall the Committee nor any member thereof have any power to authorize any expenditure to be charged against the Town.

**12.0 CONFLICT OF INTEREST**

No member shall participate in any discussion nor vote upon any matter that may involve a pecuniary interest of the type referred to in Division 6 of the Municipal Government Act being Chapter M-26 of the Statutes of Alberta 2000 as amended.

**13.0 EFFECTIVE DATE**


This Bylaw shall come into effect on the date of final reading.


READ A FIRST TIME THIS 22nd day of June 2009

READ A SECOND TIME THIS 22nd day of June 2009

READ A THIRD TIME THIS 22nd day of June 2009

(SEAL)

  
\_\_\_\_\_  
Chief Elected Officer

  
\_\_\_\_\_  
Chief Administrative Officer