



AGENDA
Regular Council Meeting
4:30 PM – Monday July 26, 2021

Virtual Remote Meeting & Live Stream on Drumheller Valley YouTube Channel

1. CALL TO ORDER

2. OPENING REMARK

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for July 26, 2021 Regular Council Meeting

Proposed Motion: That Council adopt the agenda for the July 26, 2021 Regular Council meeting as presented.

5. MINUTES

5.1 Minutes for the June 28, 2021 Regular Council Meeting

Proposed Motion: That Council adopt the minutes for June 28 2021 Regular Council meeting as presented.

[Regular Council Meeting - June 28, 2021 - Minutes](#)

6. REQUEST FOR DECISION AND REPORTS

6.1. CHIEF ADMINISTRATIVE OFFICER

6.1.1 2021 Senate Election Proclamation

[Senate Election Proclamation](#)

6.1.2 Repealing COVID 19 Mask Bylaw 20.20 with Amending Bylaw 16.21

Proposed Motions:

1. That Council give first reading to Bylaw 16.21 as presented.
2. That Council give second reading to Bylaw 16.21 as presented.
3. That Council gives unanimous consent to third reading of Bylaw 16.21.
4. That Council give third reading to Bylaw 16.21 as presented.

RFD + Bylaw 16.21 + COVID 19 Mask Bylaw 20.20

6.1.3 Land Rezoning Bylaw 14.21

Proposed Motion:

1. That Council give second reading to Bylaw 14.21 as presented.
2. That Council give third reading to Bylaw 14.21 as presented.

Rezoning Bylaw 14.21

6.1.4 Drumheller Area Revitalization Bylaw 10.21

Proposed Motion:

1. That Council give second reading to Bylaw 10.21 as presented.
2. That Council give third reading to Bylaw 10.21 as presented.

DARP Bylaw 10.21

[Link to DARP Bylaw 10.21 https://drumheller.civicweb.net/document/41453](https://drumheller.civicweb.net/document/41453)

6.1.5. Board Application – Municipal Planning Commission – K. McLean

Proposed Motion: That Council approve the appointment of Kirk McLean for a term of three years to the Municipal Planning Commission expiring August 2024

RFD + K. McLean Application

6.1.6. Board Application – Municipal Planning Commission – R. Power

Proposed Motion: That Council approve the appointment of Ryan Power for a term of three years to the Municipal Planning Commission expiring August 2024

RFD + R. Power Application

6.2 DIRECTOR OF CORPORATE SERVICES

6.2.1 2021 Municipal Taxes – Sandstone Manor Correction

Proposed Motion:

1. That Council rescind motion M2021.145 due to clerical error and;
2. That Council move to approve the cancellation of the 2021 Municipal Tax levied against Roll No. 04029906 (Drumheller Housing Administration) in the amount of \$11, 469.75.

RFD – DHA Sandstone Manor - Correction

6.2.2 Town of Drumheller 2020 Financial Reports

Flood Mitigation 2020 Audited Financials – Presented by Ascend Financial
Town of Drumheller 2020 Audited Financials – Presented by
RSM Canada Leon Pfeiffer and Rae-Lee Doll

Proposed Motion: That Council approves the Town of Drumheller 2020 Audited Financial Statements, and the 2020 Statement of Expenditures for the Drumheller Resiliency and Flood Mitigation Program as presented.

[2020 Flood Mitigation Project Audited Financial Report](#)

[2020 Town of Drumheller Audited Financial Report](#)

[RFD – 2020 Audited Financials](#)

6.2.3 2021 Tax Program Update

6.3 DIRECTOR OF INFRASTRUCTURE

6.3.1 Request for Decision – 2021 Four Wheel Drive Grader

Proposed Motion: That Council award the purchase of a new 2021 Grader, a ripper and a Five-Year Extended Warranty to Finning Cat for the amount \$ 363,202.00 excluding GST.

[RFD – Award of a new 2021 Grader](#)

7. PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

7.1. Chief Administrative Officer – Darryl Drohomerski [CAO – Second Quarter Report 2021](#)

Communications Officer – Erica Crocker
[Communications – Second Quarter Report 2021](#)

Director of Infrastructure – Dave Brett
[Infrastructure – Second Quarter Report 2021](#)

Manager of Economic Development – Reg Johnston
[Economic Development – Second Quarter Report 2021](#)

8. CLOSED SESSION

8.1. Contractor's Suitability - FOIP 19 – Confidential Evaluation

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

Proposed Motion: That Council close the meeting to discuss confidential evaluations and strategic planning and procedures as per FOIP 19 and FOIP 24.

9. ADJOURNMENT



AGENDA
Regular Council Meeting
4:30 PM – Monday June 28, 2021

Virtual Remote Meeting & Live Stream on Drumheller Valley YouTube Channel

IN ATTENDANCE

Mayor Colberg
Councillor Kristyne DeMott
Councillor Jay Garbutt
Councillor Lisa Hansen-Zacharuk
Councillor Fred Makowecki
Councillor Tom Zariski
Councillor Tony Lacher

Chief Administrative Officer (CAO): Darryl Drohomerski
Communication Officer: Erica Crocker
Director of Emergency and Protective Services: Greg Peters
Director of Infrastructure: Dave Brett
Director of Corporate Services: Mauricio Reyes
Legislative Assistant: Denise Lines

1. CALL TO ORDER

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

2. OPENING REMARK

Canada Day Events – Town of Drumheller will have Canada Day Gift Bags to giveaway, one per family 500 available, information is on our website. There will be fireworks and a drive by Parade. Barney's Adventure Park - Great addition to the Valley.
Unveiling of the Gazebo at Riverside Park – Thank you to all the donors.

3. ADDITIONS TO THE AGENDA
N/A

4. ADOPTION OF AGENDA

4.1 Agenda for June 28, 2021 Regular Council Meeting

M2021.135 Moved by Councillor Zariski, Councillor Hansen-Zacharuk; that Council adopt the agenda for the June 28, 2021 Regular Council meeting as presented.

Carried unanimously

5. MINUTES

5.1 Minutes for the June 14, 2021 Regular Council Meeting

M2021.136 Moved by Councillor Lacher, Councillor Garbutt; that Council adopt the minutes for June 14 2021 Regular Council meeting as presented.

Carried unanimously

6. REQUEST FOR DECISION AND REPORTS

6.1. CHIEF ADMINISTRATIVE OFFICER

6.1.1 Proposed Council Meeting Schedule Review - Revisited

6.1.2 Covid Update – Director of Emergency and Protective Services, Greg Peters

Repeal Mask Bylaw 20.20

M2021.137 Moved by Councillor Hansen-Zacharuk, Councillor Makowecki; that Council repeal the COVID-19 Mask Bylaw 20.20 effective July 1.2021

Carried Unanimously

6.1.3 2021 Elections Bylaw 12.21 + Election Signage Bylaw 13.21

M2021.138 Moved by Councillor Lacher, Councillor Makowecki, that Council give second reading to Election Bylaw 12.21 as presented.

Carried unanimously

M2021.139 Moved by Councillor Zariski, Councillor Hansen-Zacharuk; that Council give third reading to Election Bylaw 12.21 as presented.

Carried unanimously

M2021.140 Moved by Councillor Lacher, Councillor DeMott; that Council give second reading to Election Signage Bylaw 13.21 as presented.

Carried unanimously

M2021.141 Moved by Councillor Hansen-Zacharuk, Councillor Zariski; that Council give third reading to Election Signage Bylaw 13.21 as presented.

Carried unanimously

6.1.4. Request for Decision - Water and Wastewater Bylaw 15.21

M2021.142 Moved by Councillor Makowecki, Councillor DeMott; that Council give first reading to Water and Wastewater Bylaw 15.21 to amend Bylaw 02-17 and sets a Public Hearing date of July 12, 2021

Carried unanimously

6.1.7. Request for Decision – Drumheller Housing Administration – The Hunts Housing Development

M2021.143 Moved by Councillor Garbutt, Councillor Zariski; that Council the Town of Drumheller commits to both the Government of Alberta and the Drumheller Housing Administration that the Hunts housing development shall be operated as social housing indefinitely.

Carried unanimously

6.1.8. Request for Decision – Land Rezoning Bylaw 14.21

M2021.144 Moved by Councillor Zariski, Councillor Hansen-Zacharuk; that Council give first reading to Bylaw 14.21 as presented and sets a Public Hearing date of July 12, 2021

Carried unanimously

6.2 DIRECTOR OF CORPORATE SERVICES

6.2.1 Request For Decision - Drumheller Housing Administration - 2021 Municipal Taxes - Sandstone Manor Roll #000 04029906

Councillor Garbutt, the representative for Drumheller Housing Administration, explained how the DHA Reserve was transferred to the Town of Drumheller a number of years ago, they would like to know if the reserve could be transferred back to DHA.

There was also information shared by Councillor Zariski, the representative for Drumheller and District Seniors Foundation (DDSF) that the Province has informed the Foundation that they are be expected to merge with Drumheller Housing Administration. Councillor Garbutt said he was unaware of this decision.

M2021.145 Moved by Councillor Garbutt, Councillor Zariski; that Council move to approve the cancellation of the of the 2021 Municipal Tax levied against Roll No. 04029906 (Drumheller Housing Administration) in the amount of \$11,164.75.

Carried unanimously

Mayor Colberg called for a break at 5:26pm
Returned to the meeting at 5:33pm

7. PUBLIC HEARING TO COMMENCE AT 5:30 PM

7.1. Downtown Area Revitalization Plan Bylaw 10.21

1. Mayor Open Public Hearing 5:33pm
2. Mayors Introduction of Matter
3. Downtown Area Revitalization Plan (DARP) Overview – Darryl Drohomerski, CAO; Devin Diano
4. Rules of Conduct
5. Announcement of Public to Speak
6. Public - Registered to Present Remotely / Phone - 5 minute – In Support - Julia Fielding on behalf of Travel Drumheller
7. Public - Written Submission Read Aloud - 5 minute time limit – N/A
8. Mayor Call for Public Hearing to Close 5:41pm

8. CLOSED SESSION

- 8.1. Flood Mitigation Project Consultants Discussion – FOIP 16 (1) – Disclosure harmful to business interests of a third party

M2021.146 Moved by Councillor DeMott, Councillor Zariski; that Council close the meeting to the public as per FOIP 16 (1) – Disclosure harmful to business interests of a third party for a discussion with flood mitigation project consultants.

Time 5:42pm

Carried unanimously

M2021.147 Moved by Councillor Hansen-Zacharuk, Councillor Lacher; that Council open the meeting to the public

Time 8:36pm

Carried unanimously

9. ADJOURNMENT

M2021.148 Moved by Councillor Hansen-Zacharuk, Councillor Lacher; that Council adjourn the meeting. Time 8:36pm

Carried unanimously

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Drumheller Valley YouTube Channel: <https://www.youtube.com/watch?v=V8ISD0Vn-t4>



Senate Election Proclamation

Local Jurisdiction: TOWN OF DRUMHELLER, Alberta

For the purpose of electing 3 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, Public Notice is hereby given to the electors that the following are fixed pursuant to the *Alberta Senate Election Act*:

NOMINATION OF CANDIDATES

COMMENCING immediately and continuing until 2:00 P.M. on September 20, 2021
(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 October 18, 2021 between the hours of 10:00 A.M. and 8:00 P.M.
(date)
unless an elected authority has passed a bylaw to open voting stations before 10:00 A.M..

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 October 26, 2021 at 11:00 AM.
(date) (time)

RETURNING OFFICER

Additional information concerning the Senate Election 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, or from the returning officer in the applicable voting area:

Darryl Drohomerski

224 Centre St, Drumheller T0J 0Y4

(name)

(address)

Telephone: (403) 823-6300 Email:

(contact information)

ISSUED ON June 23, 2021

BY Glen Resler

(Chief Electoral Officer)

REQUEST FOR DECISION

TITLE:	COVID 19 Mask Bylaw 20.20 – Amendment
DATE:	July 29, 2021
PRESENTED BY:	Darryl Drohomerski, C.E.T., CAO
ATTACHMENT:	COVID 19 Mask Bylaw 20.20 + Amending Bylaw 16.21

SUMMARY:

With the state of the COVID 19 pandemic the Province decided to move into Stage 3 which changed the restrictions for masking as of July 1, 2021.

At the June 28th meeting, Town Council decided to repeal COVID 19 Mask Bylaw 20.20 as of July 1, 2021.

In order to amend or repeal a bylaw another bylaw has to be enacted (MGA, Part 5). Council policies may be amended or repealed through a motion which was the process that occurred on June 28th due to an oversight by Legislative Services.

RECOMMENDATION:

As the decision and intention to repeal the COVID 19 Mask Bylaw 20.20 occurred at the Council Meeting on June 28, 2021, Administration recommends Council give all three readings of Bylaw 16.21.

DISCUSSION:

This is being brought forward in order to properly execute the requirements of the Municipal Government Act and correct the oversight of procedure by Legislative Services.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Commitment to good governance.

COMMUNICATION STRATEGY:

The amended bylaw will be available online and at the request of the public

MOTION:

1. That Council give first reading to Bylaw 16.21 as presented.
2. That Council give second reading to Bylaw 16.21 as presented.
3. That Council give unanimous consent to third reading of Bylaw 16.21.
4. That Council give third reading to Bylaw 16.21 as presented.

SECONDED:

Prepared By:

Denise Lines
SR Administrative Assistant
Agenda Monday July 26, 2021

Approved By:



Darryl Drohomerski
Chief Administrative Officer

**TOWN OF DRUMHELLER
BYLAW 16.21**

BEING A BYLAW OF THE TOWN OF DRUMHELLER, IN THE PROVINCE OF ALBERTA, TO AMEND COVID 19 MASK BYLAW 20.20 IN THE TOWN OF DRUMHELLER;

WHEREAS, under the provisions of the Municipal Government Act, Chapter M-26, R.S.A 200, and amendments thereto, that Council may amend a bylaw;

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

SECTION 1.

1.1 The COVID 19 Mask Bylaw 20.20 is hereby amended.

1.2 The following section is added:

10. REPEALED

10.1 Bylaw 20.20 ceases to be in force on July 26, 2021

SECTION 2.

13.2 This Bylaw 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 NUMBER 20.20**

BEING A BYLAW OF THE TOWN OF DRUMHELLER TO REQUIRE THAT MASKS BE WORN IN INDOOR PUBLIC SPACES TO LIMIT THE SPREAD OF COVID-19:

WHEREAS COVID-19 was declared a pandemic by the World Health Organization on March 11, 2020;

AND WHEREAS, COVID-19 continues to pose a health risk to persons in Alberta, including those in the Town of Drumheller;

AND WHEREAS, Alberta Health Services encourages the use of masks and physical distancing as some of the methods to reduce the risk of the spread of COVID-19;

AND WHEREAS, physical distancing may not be possible in Indoor Public Places (as defined below);

AND WHEREAS, the *Municipal Government Act* provides that a municipality may pass bylaws to regulate, prohibit and impose a system of licenses, permits or approvals.

AND WHEREAS, Council deems it prudent to require people to wear Masks in Indoor Public Places for the purpose of promoting the safety, health, and welfare of people during the COVID-19 pandemic.

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

1. SHORT TITLE

1.1. This Bylaw may be known as the “COVID-19 Mask Bylaw”

2. DEFINITIONS

2.1. In this Bylaw, the following terms shall have the following meanings:

(a) “**Bylaw Violation Tag**” is a ticket or summons issued for an allegation of a Bylaw infraction and is issued by a Peace Officer and only enforceable in the Town.

(b) “**Chief Administrative Officer (CAO)**” means the person appointed to the position of the chief administrative officer for the Town of Drumheller, within the meaning of the *Municipal Government Act*;

(c) “**Director of Emergency Management (DEM)**” means the person appointed to the position of Director of Emergency Management, or Deputy Director of Emergency Management by motion of Council.

(d) “**Indoor Public Place**” means all or part of a building, structure, or other enclosed area to which the public has access as of right or by invitation, express, or implied,

regardless of whether a fee is charged for entry, and for clarification includes but is not limited to:

- (i) eating and drinking establishments;
- (ii) Public Vehicles;
- (iii) entertainment establishments, amusement arcades, bingo establishments, adult entertainment establishments, and theatres;
- (iv) markets, retail stores, garden centres, shopping centres, and other places where goods or services are made available to the public;
- (v) places of worship, community facilities, recreational facilities, and places where people gather for cultural purposes;
- (vi) gyms, studios, and other exercise facilities;
- (vii) indoor or enclosed parking facilities;
- (viii) premises used as an open house, presentation centre, or other facility for real estate purposes;
- (ix) common areas of hotels, motels, and other short term rentals;
- (x) medical clinics; and
- (xi) offices to which the public has access;

but does not include buildings or portions of buildings being used exclusively for the following purposes:

- (i) schools and education programs governed by the *Education Act SA 2012 c. C-0.3*;
- (ii) daycares and other childcare facilities including those governed by the *Child Care Licensing Act, SA 2007 c. C-10.5*;
- (iii) children's day camps;
- (iv) post-secondary institutions;
- (v) hospitals, independent health facilities, and offices of regulated health professionals; and
- (vi) private offices not open to the general public where clients receive services from professional service providers such as lawyers and accountants;

(e) **"Mask"** means a medical mask, cloth, or paper non-medical mask, or other face covering that fully covers the nose, mouth and chin.

(f) **“Municipal Enforcement Officer”** means for the purposes of this bylaw a municipal enforcement officer duly appointed of the Town of Drumheller and empowered to enforce all bylaws,

(g) **“Operator”** means the person who controls or manages activities or is in charge of activities within an Indoor Public Place;

(g) **“Peace Officer”** means a peace officer as defined in the *Provincial Offences Procedure Act*, RSA 2000 c. P-34;

(h) **“Public Vehicle”** means a bus, taxi, or other vehicle that is used to transport members of the public for a fee.

(i) **“Town Facility”** means an indoor space open to the public, within a building that is owned or leased by the Town of Drumheller in which services or amenities to the public are provided by the Town in all or part of the building, regardless of whether the indoor space is occupied by the Town or by another party.

(j) **“Violation Ticket”** means a provincial violation ticket as defined in the *Provincial Offences Procedure Act* of Alberta.

3. REQUIREMENT TO WEAR MASKS

3.1. A person must wear a Mask at all times while in an indoor, enclosed, or substantially enclosed Public Place, Indoor Workplace, or in a Public Vehicle where other people are present.

4. EXEMPTIONS

4.1. The following persons shall be exempt from the requirement to wear a Mask under this Bylaw:

- (a) Children under the age of two (2) years;
- (b) Children under the age of five (5) years who refuse to wear a Mask and cannot be persuaded to do so by the caregiver accompanying them;
- (c) Persons with a bona fide medical condition or disability that inhibits their ability to safely wear a Mask;
- (d) Persons who are unable to safely put on, use, or remove a Mask without assistance;
- (e) Persons who are actively consuming food or drink at an Indoor Public Place that offers food or beverage services;
- (f) Persons who have temporarily removed their Masks for the purposes of:
 - (i) receiving or providing services that require removal of the Mask;
 - (ii) actively engaging in an athletic or fitness activity; or

(iii) for emergency or medical purposes;

(g) Persons who require accommodation in accordance with the *Alberta Human Rights Act*, RSA 2000 c. A-25.5;

(h) Employees working at an Indoor Public Place within an area designated for them where public access is prohibited; and

(i) Employees working at an Indoor Public Place who are within or behind a physical barrier that separates them from the public and creates a barrier that blocks respiratory droplets.

4.2. Operators shall not request proof that an exemption applies.

5. DUTY OF OPERATOR

5.1. The Operator of an Indoor Public Place shall prominently display a sign at the entrance of or in a location visible to persons immediately upon entering an Indoor Public Place as set out in Schedule "A".

6. ENFORCEMENT, OFFENCES, AND PENALTIES

6.1 Where a Peace Officer believes that a person has contravened any provision of this bylaw, the Peace Officer may issue a Violation Ticket in accordance with the Provincial Offences Procedure Act, RSA 2000, c P-34.

6.2 If a Violation Ticket is issued for an offence under this bylaw, the Violation Ticket may:

- (a) specify the fine amount established by this bylaw for the offence; or
- (b) require a person to appear in court without the alternative of making a voluntary payment.

6.3 A person who commits an offence may, if a Violation Ticket is issued specifying the fine amount established by this bylaw for the offence, make a voluntary payment equal to the specified fine amount

6.4. A bylaw violation tag may be served by either a peace officer or a municipal enforcement officer and service of it will be sufficient if it is:

- (a) personally served;
- (b) served by regular mail to the person's last known mailing address; or
- (c) in the case of an offence by the Operator of an Indoor Public Place, personally served to an employee or manager who appears to be an adult or served by registered mail to the address of the Indoor Public Place.

6.5. A provincial violation ticket issued in respect of an offence may:

- (a) specify the fine amount established by this Bylaw for the offence; or
- (b) require the person to appear in Court without the option of making a voluntary payment.

6.6. Nothing in this Bylaw shall prevent a Peace Officer from providing information instead of issuing a violation ticket and issuing a violation ticket instead of a bylaw violation tag.

- (a) a municipal enforcement officer shall only issue a bylaw violation tag.

6.7. In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence for each day or part of a day on which it continues.

6.8. The levying and payment of any fine provided in this Bylaw shall not relieve a person from the necessity of paying any fees, charges, or costs from which that person is liable under the provisions of this Bylaw or any other bylaw.

6.9. Any unpaid municipal violation tag issued prior to the time of repeal or declaration may result in issuance of a Violation Ticket after the time of repeal will be as valid and enforceable as though this bylaw had not been repealed.

7. INTERPRETATION

7.1. Where a statute is referenced in this Bylaw, it means that statute as amended from time to time.

7.2. Where the singular or masculine form of a term is used in this Bylaw, it shall include the plural, feminine or neutral as the context may require.

8. SEVERABILITY

8.1. If any provision of this bylaw shall be held invalid or unenforceable, the invalidity or unenforceability shall attach only to that provision and shall not in any manner affect or render invalid or unenforceable any other provision, and this bylaw shall be interpreted and enforced as if the invalid or unenforceable provision were not contained herein.

9. COMING INTO FORCE

9.1. A person must wear a Mask at all times while in a Town Facility effective the day this Bylaw is signed by the Chief Elected Official and the Chief Administrative Officer.

9.2. The full provisions of this Bylaw will be enacted by the CAO or DEM given the following circumstances:

- (i) the number of active cases of COVID-19 as reported by Alberta Health Services to be 10 or more in the Town of Drumheller; or
- (ii) the number of active cases rate per 100,000 population of COVID-19 as reported by Alberta Health Services to be 50 or more in any County bordering the municipal boundaries of the Town of Drumheller.

9.3. If the provisions of this Bylaw have been enacted in accordance with Section 9.2, the provisions remain in force until the number of active COVID-19 cases in Drumheller are reported by Alberta Health Services to be less than 10 for 30 consecutive days and as declared by the CAO or DEM.

9.4. The provisions of this Bylaw enacted in accordance with Section 9.1 shall remain in force until repealed by Council.

Read a first time this 23rd day of November, 2020.

Read a second time this 23rd day of November, 2020.

Read a third time this 23rd day of November, 2020.

Signed this 23rd day of November, 2020 at Drumheller, Alberta.



Deputy Mayor



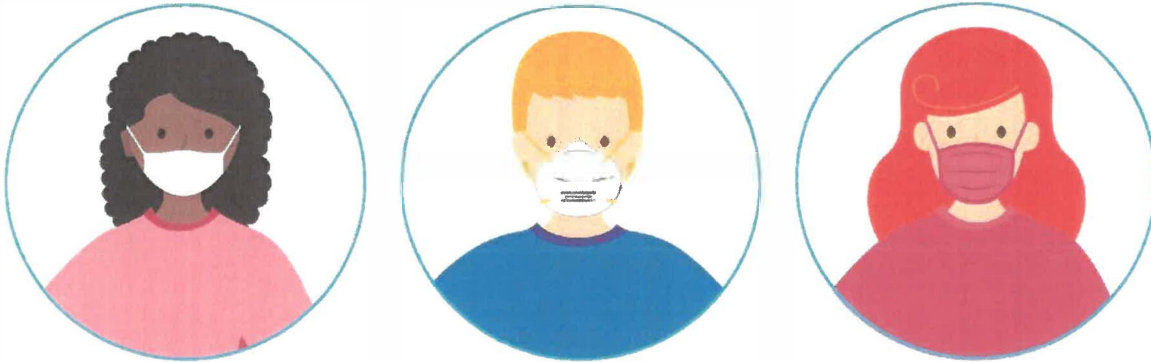
Chief Administrative Officer

SCHEDULE "A" – SPECIFIED SIGNAGE

NOTICE

Mask is Required!

ALL PERSONS MUST WEAR A MASK ON THESE PREMISES AS REQUIRED BY TOWN OF DRUMHELLER BYLAW NO 20.20



Masks must fit securely against the face,
cover the mouth and nose, and
create a barrier that filters respiratory droplets.

Exemptions include children under 2, anyone who has temporarily removed their mask to participate in an athletic or fitness activity or people with a medical condition or disability that inhibits their ability to safely wear a mask.

SCHEDULE "B" – SPECIFIED PENALTIES

SECTION	OFFENCE	PENALTY
3.1	Fail to wear mask in indoor public place	\$100.00
5.1	Failure to Display sign at indoor public place	\$200.00

**TOWN OF DRUMHELLER
BYLAW NUMBER 14.21**

BEING A BYLAW TO AMEND LAND USE BYLAW NO. 16.20 FOR THE
TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA.

WHEREAS, pursuant to the provision of Section 639 of the Municipal Government Act, RSA 2000, Chapter M-26, the Council of the Town of Drumheller (hereinafter called the Council), has adopted Land Use Bylaw No. 16.20;

AND WHEREAS, the Council deems it desirable to amend Land Use Bylaw No. 16.20; and

AND WHEREAS, a notice was published once a week for two consecutive weeks on July 7, 2021 and again on July 14, 2021 the last of such publications being at least five days before the day fixed for the passing of this Bylaw, and a notice was mailed to adjacent owners in the immediate area advising them of this Bylaw including the date and location of a public hearing meeting where concerns can be heard; and

NOW, THEREFORE, the Council hereby amends Land Use Bylaw No. 16.20 as follows:

1. The amendment made by Bylaw 14.21 to amend Land Use Bylaw 16.20, "Land Use District Map, Map 3: Rosedale" by re-designating portions of Lot 2, Block C, Plan 891 1337, Lot 1 Plan 761 0349 and SE ¼ Sec.29, TWP 28, RGE 19, W4M, in the Town of Drumheller, from Badlands District (BD), Rural Development District (RDD), and Neighborhood District (ND) to Employment District (ED), as illustrated and described in 'Schedule A'.
2. Bylaw 14.21 takes effect on the date of the third and final reading.

READ A FIRST TIME THIS 28th DAY OF JUNE 2021

READ A SECOND TIME THIS _ DAY OF _, 2021

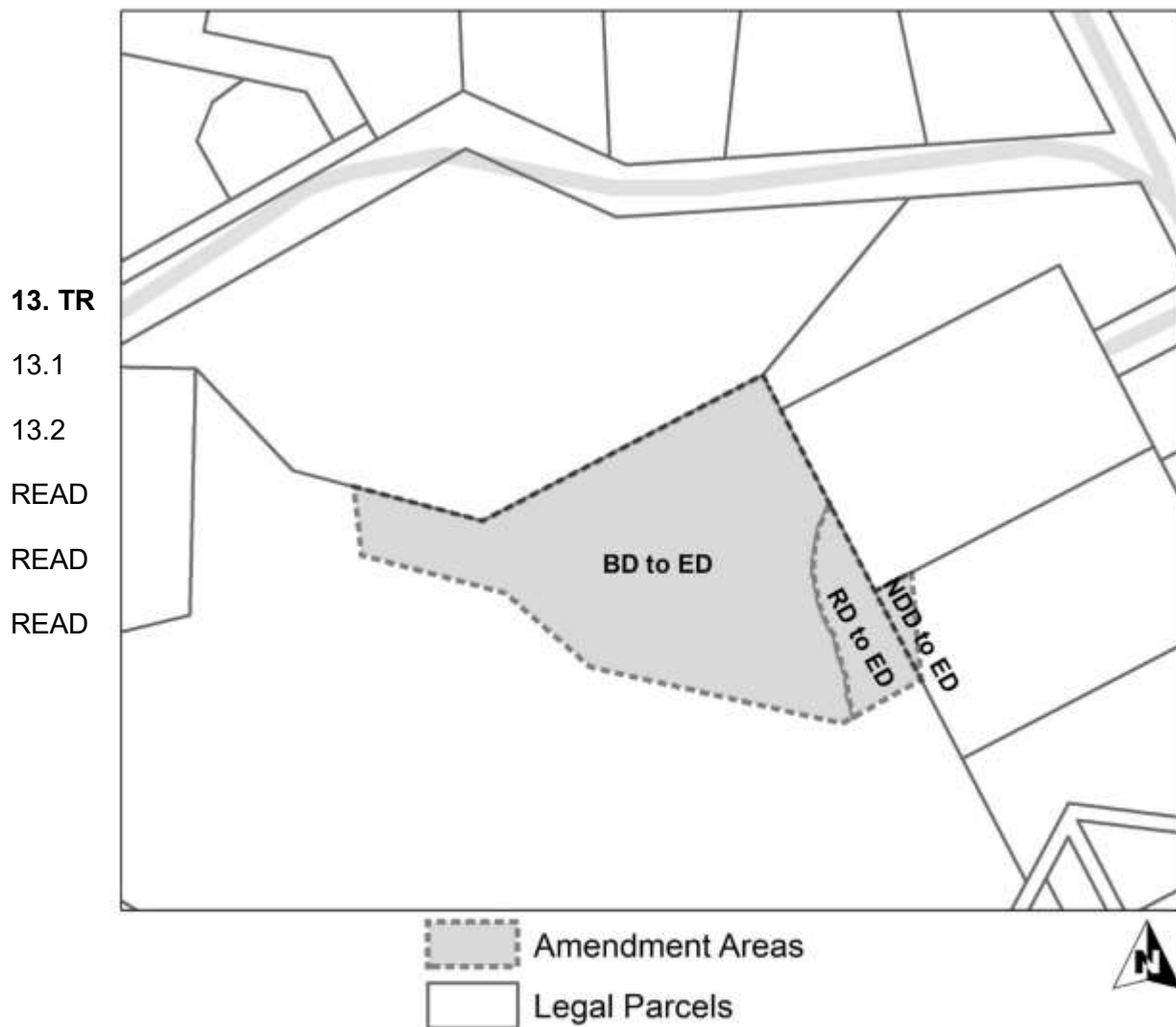
READ A THIRD TIME AND PASSED THIS _ DAY OF _, 2021

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE 'A'

1. Amend Land Use Bylaw 16.20, "Land Use District Map, Map 3: Rosedale," as illustrated and described on the following map:



Legal: Lot 2, Block C Plan 891 1337 & Lot 1 Plan 761 0349 & SE 1/4 29-28-19-W4

From: Badlands District (BD), Rural Development District (RDD), Neighborhood District (ND)

To: Employment District (ED)

**TOWN OF DRUMHELLER
BYLAW NUMBER 10.21**

Repealed Bylaw 6-91

BEING A BYLAW OF THE TOWN OF DRUMHELLER IN THE PROVINCE OF
ALBERTA TO ADOPT AN AREA REDEVELOPMENT PLAN

WHEREAS pursuant to the provision of Section 634 of the ***Municipal Government Act***, R.S.A. 2000, Chapter M-26, the Council of the Town of Drumheller may, by Bylaw, adopt an area redevelopment plan.

AND WHEREAS a Public Hearing was held on June 28, 2021, as required by Section 230 of the Municipal Government Act.

NOW THEREFORE THE COUNCIL OF THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. This Bylaw may be cited as “Town of Drumheller Downtown Area Revitalization Plan”
2. Council adopts the Town of Drumheller Downtown Area Revitalization Plan for those lands contained within the Plan Area, its text and accompanying schedules as set out in Schedule A, attached to and forming part of this bylaw
3. Upon third reading of Bylaw 10.21, Bylaw 6-91 and all amendments are hereby repealed.
4. This Bylaw takes effect on the date of the third and final reading.

READ A FIRST TIME THIS 31st DAY OF MAY, 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

TITLE:	Municipal Planning Commission Appointments
DATE:	July 21, 2021
PRESENTED BY:	Darryl Drohomerski
ATTACHMENT:	Kirk McLean application

SUMMARY:

The Municipal Planning Commission is composed of not less than three persons appointed by resolution of Council. There is currently one vacancy and another member whose term has been extended beyond the term limit to allow for quorum of the Municipal Planning Commission. The Town has recently received two applications for this Commission and both applications have been vetted and supported by the MPC.

RECOMMENDATION:

Administration recommends Kirk McLean be appointed to the Municipal Planning Commission for a three-year term ending in August 2024.

DISCUSSION:

Board and Committee volunteer roles create public participation opportunities and ensure transparency regarding Town business. As stated in Bylaw 32-08 terms of membership will be three years and a member may serve up to two consecutive terms.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Good governance.

COMMUNICATION STRATEGY:

Appropriate boards are informed when Council makes member appointments.

MOTION:

That Council approve the appointment of Kirk McLean for a term of three years to the Drumheller Municipal Planning Commission expiring August 2024.

SECONDED:

Prepared By:
Denise Lines
Administrative Assistant

Approved By: 
Darryl Drohomerski
Chief Administrative Officer



TOWN OF DRUMHELLER BOARD / COMMITTEE APPLICATION FORM

Date: May 21, 2021

Board: Municipal Planning Commis

Name of Applicant: Kirk McLean

Full Address



Phone Number

Do you have previous Board/Committee experience? Yes No

If yes, please list the Boards and the length of time you served.

Briefly explain why you are interested in this position and what particular skills you will bring to this Committee or Board.

I am interested in the future of Drumheller, I was born and raised here and really want to see the town be great. I have a feel for the people of Drumheller and I believe I would be a great asset to the board.

Signature:

Date: May 21, 2021

If you have any questions please contact Denise Lines at 403-823-1339. Please email your completed form to dlines@drumheller.ca or submit it at Town Hall.

Personal information is being collected for the purpose of appointing individuals to Town of Drumheller public service boards under the the authority of Section 33 of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection or use of your personal information, please contact the Town of Drumheller's FOIP Coordinator at 403-823-1339.

REQUEST FOR DECISION

TITLE:	Municipal Planning Commission Appointments
DATE:	July 21, 2021
PRESENTED BY:	Darryl Drohomerski
ATTACHMENT:	Ryan Power application

SUMMARY:

The Municipal Planning Commission is composed of not less than three persons appointed by resolution of Council. There is currently one vacancy and another member whose term has been extended beyond the term limit to allow for quorum of the Municipal Planning Commission. The Town has recently received two applications for this Commission and both applications have been vetted and supported by the MPC.

RECOMMENDATION:

Administration recommends Ryan Power be appointed to the Municipal Planning Commission for a three-year term ending in August 2024.

DISCUSSION:

Board and Committee volunteer roles create public participation opportunities and ensure transparency regarding Town business. As stated in Bylaw 32-08 terms of membership will be three years and a member may serve up to two consecutive terms.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Good governance.

COMMUNICATION STRATEGY:

Appropriate boards are informed when Council makes member appointments.

MOTION:

That Council approve the appointment of Ryan Power for a term of three years to the Drumheller Municipal Planning Commission expiring August 2024.

SECONDED:

Prepared By:
Denise Lines
Administrative Assistant

Approved By: 
Darryl Drohomerski
Chief Administrative Officer



TOWN OF DRUMHELLER BOARD / COMMITTEE APPLICATION FORM

Date: May 23, 2021

Board: Municipal Planning Commis

Name of Applicant: Ryan Power

Full Address:

[Redacted]

Phone Number:

[Redacted]

Email:

[Redacted]

Do you have previous Board/Committee experience?

Yes

No

If yes, please list the Boards and the length of time you served.

Nothing official, but I have been a volunteer for several events throughout the years including tree planting on my university campus, helping others with career planning and development and community clean ups.

Briefly explain why you are interested in this position and what particular skills you will bring to this Committee or Board.

Originally, I am from a small town. I understand the great deal of planning, deligation, mediation and arbitration goes into the development and planning of a town. I believe that for a board to be successful, there needs to exist a system where we ask the people what they think consult the experts and move forward once we have an educated decision. Being a university student, I am incredibly familiar with these practices, having taken part in group work where people of different backgrounds worked towards a common goal, using an extensive, diverse list of skills and qualifications that allowed us to complete that goal, in a way that represented the collective. I believe that the town of Drumheller has its own spirit, and the town would like their living space to reflect that moving forward, and being part of that process is of great interest to me. I bring a variety of skills including planning, leadership, the ability to do research and planning appropriate studies to achieve criteria. I have expertise and literacy in technology, including Microsoft Office Suite, Social Media Management Skills and Videography. As a present student of Business in Mount Royal, I also have an extensive knowledge of litigation, legal practices, as well as dealing with people, with a collection of other skills that coincide with that program. Presently, I am learning more about the interpretation of legal documents, as well as the application of ethics in a business environment.

Signature:

Date: May 23, 2021

If you have any questions please contact Denise Lines at 403-823-1339. Please email your completed form to dlines@drumheller.ca or submit it at Town Hall.

Personal information is being collected for the purpose of appointing individuals to Town of Drumheller public service boards under the the authority of Section 33 of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection or use of your personal information, please contact the Town of Drumheller's FOIP Coordinator at 403-823-1339.

REQUEST FOR DECISION

TITLE:	2021 Municipal Taxes – Sandstone Manor Roll# 000 04029906
DATE:	June 22, 2021 July 26, 2021
PRESENTED BY:	Mauricio Reyes – Director of Corporate Services
Sponsored By:	Councillor Jay Garbutt

SUMMARY:

The Drumheller Housing Administration has requested that the municipal portion of the 2021 property taxes be cancelled for the property occupied by Sandstone Manor.

The contract between the Town and the Housing Authority, signed May 19, 2009, determined that the property would be exempt from municipal taxation. Since the Town is mandated to remit the requisitioned amounts for Alberta School Foundation Fund and the District Seniors Foundation, the exemption request is limited to the municipal levy only.

Current legislation does not permit the Town to make this property exempt from taxation however, the Municipal Government Act 347(1) (b) provides that Council may cancel or refund part of a tax. The decision for the cancellation must be made annually.

Cancellation of the municipal tax levy provides financial relief for the Housing Administration in order to keep rental rates charged at Sandstone Manor at an affordable level.

RECOMMENDATION:

Administration recommends that council proceeds with cancellation of the 2021 Municipal Tax levied against Roll No. 000 04029906 as per the terms of the agreement.

FINANCIAL IMPACT:

The loss of revenue impacts the Towns annual operating budget/results however; the adopted tax supported operating budget recognizes the commitment embedded in the 2009 agreement and includes a budget line item that reflects the annual expense that results from the waiver of the municipal taxes. The municipal tax levy for 2021 amounts to \$11,164.75 **\$11,469.75**.

STRATEGIC POLICY ALIGNMENT:

Poverty reduction Provincial Housing Strategy/Community Housing.

COMMUNICATION STRATEGY:

Drumheller Housing Administration will be notified in writing of Council's decision

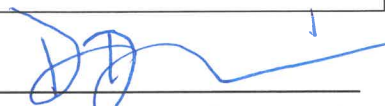
MOTIONS:

1. That Council rescinds motion M2021.145 due to clerical error and;
2. Move to approve the cancellation of the 2021 Municipal Tax levied against Roll No. 04029906 (Drumheller Housing Administration) in the amount of \$11,469.75.

SECONDED:

Mauricio Reyes

Prepared By: Mauricio Reyes
Director of Corporate Services


Approved By: Darryl Drohomerski
Chief Administrative Officer



**The Audit Committee
Drumheller Resiliency and Flood Mitigation Program
Box 1179
Drumheller, Alberta
T0J 0Y0**

Dear Audit Committee Members:

This letter has been prepared to assist you with your review of the financial statements of Drumheller Resiliency and Flood Mitigation Program for the period ended December 31, 2020. We look forward to meeting with you and discussing the matters outlined below.

Audit Status

We have completed the audit of the financial statements, with the exception of the following items:

1. Receipt of a signed representation letter by management;
2. Obtaining evidence of the Board's approval of the financial statements.

Once these items have been completed, we will date and sign our independent auditors' report.

Significant Risks

No significant risks were identified during the engagement.

Significant Matters Arising

Changes to Audit Plan

There were no changes to the audit plan (as previously presented to you).

Other Matters

We have not identified any other significant matters that we wish to bring to your attention at this time.

Significant Difficulties Encountered

There were no significant difficulties encountered during our audit.

Comments on Accounting Practices

Accounting Policies

The significant accounting policies used by the entity are outlined in Note 3 to the financial statements.

- There were no significant changes in accounting policies.
- We did not identify any alternative accounting policies that would have been more appropriate in the circumstances.
- We did not identify any significant accounting policies in controversial or emerging areas.

Significant Financial Statement Disclosures

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

Uncorrected Misstatements

We accumulated uncorrected misstatements that we identified during our audit and communicated them to management. We then requested that management correct these misstatements. See attached list for uncorrected

../2

Ascend LLP
Chartered Professional Accountants
Independent Member firm of
Porter Hétu International

410 2nd Avenue West
Hanna, AB
T0J 1P0

Phone: (403) 854-4421
pstone@ascendllp.com



misstatements for the current period that have not been corrected.

All uncorrected misstatements for the prior period have been corrected.

We would like to discuss these uncorrected misstatements and the implications of not correcting them in relation to both the current and future financial statements. Our request is for all the uncorrected misstatements to be corrected.

Significant Deficiencies in Internal Control

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies

Written Representations

In a separate communication, as attached, we have requested a number of written representations from management in respect to their responsibility for the preparation of the financial statements in accordance with Canadian generally accepted accounting principles.

Other Audit Matters of Governance Interest

We did not identify any other matters to bring to your attention at this time.

We would like to thank management and staff for the assistance they provided to us during the audit.

We hope the information in this findings letter will be useful. We would be pleased to discuss them with you and respond to any questions you may have.

This letter was prepared for the sole use of those charged with governance of Drumheller Resiliency and Flood Mitigation Program to carry out and discharge their responsibilities. The content should not be disclosed to any third party without our prior written consent, and we assume no responsibility to any other person.

Yours very truly,

A handwritten signature in black ink that reads "Ascend". The word is written in a cursive style with a long, sweeping underline that extends to the right.

Ascend LLP
Chartered Professional Accountants

**DRUMHELLER RESILIENCY AND FLOOD
MITIGATION PROGRAM**

STATEMENT OF EXPENDITURES

Period ended December 31, 2020

DRUMHELLER RESILIENCY AND FLOOD MITIGATION PROGRAM

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Period ended December 31, 2020

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STATEMENT EXPENDITURES	4
NOTES TO THE STATEMENT OF EXPENDITURES	5

INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of
The Town of Drumheller

Opinion

We have audited the statement of expenditures of Drumheller Resiliency and Flood Mitigation Program (the "Organization") for the period ended December 31, 2020 and supporting notes and schedules.

In our opinion, the statement of expenditures for the period ended December 31, 2020 has been prepared in accordance with generally accepted accounting principles applied on a consistent basis and fairly represents the expenditures of the Organization for the period then ended.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statement section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statement in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statement

Management is responsible for the preparation and fair presentation of the financial statement in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statement that is free from material misstatement, whether due to fraud or error.

In preparing the financial statement, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statement

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statement. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

INDEPENDENT AUDITOR'S REPORT, continued

- ◆ Identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- ◆ Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- ◆ Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- ◆ Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statement or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- ◆ Evaluate the overall presentation, structure and content of the financial information and whether the financial statement represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

INDEPENDENT AUDITOR'S REPORT, continued

Basis of Accounting and Restriction of Use

Without modifying our opinion, we draw attention to Note 3 to the statement of expenditures, which describes the basis of accounting. The financial statement is prepared to assist stakeholders with management of and stewardship over the Organization. As a result, the financial statement may not be suitable for another purpose. Our report is intended solely for Drumheller Resiliency and Flood Mitigation Program and the Town of Drumheller and should not be used by parties other than the Directors of Drumheller Resiliency and Flood Mitigation Program and the Town of Drumheller.

A handwritten signature in black ink that reads "Ascend". The word is written in a cursive, slightly slanted font. Below the word is a long, horizontal, slightly curved underline.

Ascend LLP
Chartered Professional Accountants
Independent Member Firm of
PORTER HÉTU INTERNATIONAL
Hanna, Alberta
May 28, 2021

DRUMHELLER RESILIENCY AND FLOOD MITIGATION PROGRAM**STATEMENT OF EXPENDITURES**

Period ended December 31, 2020

	2020
Expenditures	
Services	
Professional services	\$ 491,977
Communications and engagement	173,678
Office and administration	27,240
Equipment rental	18,260
Advertising and promotion	10,974
Travel and accommodation	4,413
Telephone and utilities	241
Total expenditures for services	726,783
Goods and Supplies	
Equipment	39,937
Promotional supplies	742
Total expenditures for goods and supplies	40,679
Project Expenses	
Engineering	946,631
Project management	910,413
Mapping and geomatics	238,029
Geotechnical	156,540
Other project costs	49,441
Consulting fees	49,250
Legal	36,133
Total expenditures for project expenses	2,386,437
Capital	
Properties acquired	3,942,742
Engineering structures	201,596
Land agent services	123,946
Equipment	97,979
Buildings	46,922
Total expenditures for capital expenses	4,413,185
Total expenditures	7,567,084

DRUMHELLER RESILIENCY AND FLOOD MITIGATION PROGRAM
NOTES TO THE STATEMENT OF EXPENDITURES
December 31, 2020

1. NATURE OF OPERATIONS

The Drumheller Resiliency and Flood Mitigation Program is a subunit of the Town of Drumheller which is engaged in the management of flood mitigation activities, including the acquisition of at-risk properties, construction of flood mitigation infrastructure, and updating flood emergency plans.

2. ACCOUNTING PERIOD

The statement of expenditures is presented for the period of its inception up to the period-end date of December 31, 2020 and comprises all financial transactions entered into by the organization prior to the period-end date.

3. BASIS OF ACCOUNTING

The statement of expenditures is prepared in accordance with generally accepted accounting principals, consistent with reporting requirements for the Organization's grant funding.

Expenditures are recognized on the date services are performed or goods are received.

Expenditures towards work-in-progress are recognized immediately and are not deferred.

Expenditures for the purchase or construction of land, structures, and other tangible assets are recognized as period costs in the period the expenditure occurred.

TOWN OF DRUMHELLER
Consolidated Financial Statements
Year Ended December 31, 2020

DRAFT

TOWN OF DRUMHELLER

Index to Consolidated Financial Statements

Year Ended December 31, 2020

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

The accompanying consolidated financial statements of the Town of Drumheller (the "Town") have been prepared in accordance with Canadian public sector accounting standards. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. These statements include certain amounts based on management's estimates and judgments. Management has determined such amounts based on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.

The integrity and reliability of the Town of Drumheller's reporting systems are achieved through the use of formal policies and procedures, the careful selection of employees and an appropriate division of responsibilities. These systems are designed to provide reasonable assurance that the financial information is reliable and accurate.

The Town's Council is responsible for ensuring that management fulfills its responsibility for financial reporting and is ultimately responsible for reviewing and approving the financial statements. Council meets periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the consolidated financial statements and the independent auditors' report.

The consolidated financial statements have been audited on behalf of Council by RSM Alberta LLP, in accordance with Canadian public sector accounting standards.

Chief Administrative Officer

Chief Financial Officer

Drumheller, AB
July 13, 2021



INDEPENDENT AUDITOR'S REPORT

To the Members of Council of Town of Drumheller

Opinion

We have audited the consolidated financial statements of Town of Drumheller (the Town), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

(continues)

THE POWER OF BEING UNDERSTOOD
AUDIT | TAX | CONSULTING

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Edmonton, Alberta
July 13, 2021

Chartered Professional Accountants

TOWN OF DRUMHELLER

Consolidated Statement of Financial Position

December 31, 2020

	2020	2019
FINANCIAL ASSETS		
Cash and cash equivalents (Note 2)	\$ 7,050,487	\$ 5,462,817
Investments (Note 3)	40,736,326	27,562,526
Taxes receivable (Note 4)	1,049,042	1,119,575
Accounts receivable (Note 5)	3,785,353	4,172,622
Accrued interest receivable	76,959	94,612
Inventory held for resale (Note 6)	1,796,945	1,860,514
	54,495,112	40,272,666
LIABILITIES		
Accounts payable and accrued liabilities	2,259,307	2,680,280
Employee benefit obligation (Note 7)	510,540	484,601
Deferred revenue (Note 8)	24,315,898	11,308,677
Long-term debt (Note 9)	7,822,678	8,521,612
	34,908,423	22,995,170
NET FINANCIAL ASSETS	19,586,689	17,277,496
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 11)	146,542,862	140,495,217
Inventory for consumption	924,442	594,652
Prepaid expenses	249,084	290,580
	147,716,388	141,380,449
ACCUMULATED SURPLUS (Note 13)	\$167,303,077	\$158,657,945
CONTINGENCIES (Note 19)		
COMMITMENTS (Note 20)		

TOWN OF DRUMHELLER

Consolidated Statement of Operations and Accumulated Surplus Year Ended December 31, 2020

	Budget 2020 (Note 23)	2020	2019
REVENUES			
Net municipal taxes (Note 14)	\$ 9,121,125	\$ 8,937,148	\$ 8,907,363
Sales and user fees	7,553,555	6,626,202	6,944,110
Government transfers for operating (Note 15)	1,061,629	1,943,428	1,090,867
Franchise and concessions	1,719,500	1,801,955	1,784,107
Investment income	440,000	586,733	498,507
Other	202,975	294,099	281,873
Rentals	378,175	273,296	488,349
Penalties and costs on taxes	165,500	137,956	170,662
	20,642,459	20,600,817	20,165,838
EXPENSES			
Legislative	320,635	267,439	333,907
Administration	1,888,295	1,820,755	1,612,855
Protective services	2,617,335	5,267,628	2,536,648
Transportation services	2,802,570	3,973,481	3,345,598
Water and wastewater	5,573,305	5,025,248	5,231,836
Waste management	401,680	394,159	409,178
Planning and development	1,284,205	981,842	803,626
Recreation and parks	5,317,075	3,635,218	5,045,974
Public health and welfare	486,742	553,702	458,644
	20,691,842	21,919,472	19,778,266
SURPLUS (DEFICIT)	(49,383)	(1,318,655)	387,572
CAPITAL REVENUES			
Government transfers for capital (Note 15)	33,671,503	9,924,858	1,688,903
Other capital	50,000	-	121,295
Gain on disposal of tangible capital assets	-	38,929	14,095
	33,721,503	9,963,787	1,824,293
ANNUAL SURPLUS	33,672,120	8,645,132	2,211,865
ACCUMULATED SURPLUS - BEGINNING OF YEAR	158,657,945	158,657,945	156,446,080
ACCUMULATED SURPLUS - END OF YEAR	\$192,330,065	\$167,303,077	\$158,657,945

TOWN OF DRUMHELLER

Consolidated Statement of Changes in Net Financial Assets Year Ended December 31, 2020

	Budget 2020 (Note 23)	2020	2019
ANNUAL SURPLUS	\$ 33,672,120	\$ 8,645,132	\$ 2,211,865
Acquisition of tangible capital assets	(42,655,213)	(11,233,574)	(2,958,207)
Amortization of tangible capital assets	3,982,695	4,721,130	4,611,525
Gain on sale of tangible capital assets	-	(38,929)	(14,095)
Transfer out of construction in progress	-	422,944	-
Proceeds on sale of tangible capital assets	-	80,784	66,912
	(38,672,518)	(6,047,645)	1,706,135
Decrease in prepaid expenses	-	41,496	11,642
(Increase) decrease in inventory for consumption	-	(329,790)	17,293
	(38,672,518)	(6,335,939)	1,735,070
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(5,000,398)	2,309,193	3,946,935
NET FINANCIAL ASSETS - BEGINNING OF YEAR	17,277,496	17,277,496	13,330,561
NET FINANCIAL ASSETS - END OF YEAR	\$ 12,277,098	\$ 19,586,689	\$ 17,277,496

TOWN OF DRUMHELLER

Consolidated Statement of Cash Flows

Year Ended December 31, 2020

	2020	2019
CASH PROVIDED BY (USED IN):		
OPERATING ACTIVITIES		
Annual surplus	\$ 8,645,132	\$ 2,211,865
Items not affecting cash:		
Amortization of tangible capital assets	4,721,130	4,611,525
Gain on disposal of tangible capital assets	(38,929)	(14,095)
Transfer out of construction in progress	422,944	-
	13,750,277	6,809,295
Changes in non-cash working capital:		
Taxes receivable	70,533	(173,562)
Accounts receivable	387,269	(555,703)
Accrued interest receivable	17,653	(77,232)
Inventory held for resale	63,569	(33,190)
Accounts payable and accrued liabilities	(420,973)	72,291
Employee benefit obligation	25,939	(80,145)
Deferred revenue	13,007,221	795,507
Inventory for consumption	(329,790)	17,293
Prepaid expenses	41,496	11,642
	12,862,917	(23,099)
	26,613,194	6,786,196
CAPITAL ACTIVITIES		
Purchase of tangible capital assets	(11,233,574)	(2,958,207)
Proceeds on disposal of tangible capital assets	80,784	66,912
	(11,152,790)	(2,891,295)
INVESTING ACTIVITIES		
Purchase of investments	(17,056,268)	(3,522,028)
Proceeds on redemption of investments	3,882,468	1,579,396
	(13,173,800)	(1,942,632)
FINANCING ACTIVITIES		
Repayment of long-term debt	(698,934)	(668,755)
	(698,934)	(668,755)
INCREASE IN CASH AND CASH EQUIVELANTS	1,587,670	1,283,514
Cash and cash equivalants - beginning of year	5,462,817	4,179,303
CASH AND CASH EQUIVELANTS - END OF YEAR	\$ 7,050,487	\$ 5,462,817

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Town of Drumheller (the "Town") are the representations of management prepared in accordance with Canadian Public Sector Accounting Standards (PSAS). Significant aspects of the accounting policies adopted by the Town are as follows:

Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenses, changes in net financial assets and cash flows of the reporting entity. This entity is comprised of the municipal operations plus all the organizations that are owned or controlled by the Town and therefore, are accountable to the Town Council for the administration of their financial affairs and resources. The summary of taxes levied (Note 14) also includes requisitions for education and social organizations that are not part of the municipal reporting entity.

Cash and cash equivalents

Cash and cash equivalents consist of cash on hand and cash on deposit less outstanding cheques at the reporting date.

Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a decline in the market value which is other than temporary in nature, the respective investments are written down to market value. During the year, there was no impairment recorded (2019 - \$nil).

Inventory held for resale

Inventory held for resale includes land and buildings. Inventory held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under their respective function. During the year, there was no impairment recorded (2019 - \$nil).

Inventory for consumption

Inventory for consumption is valued at the lower of cost or net realizable value with cost determined using the average cost method.

Contaminated sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

(continues)

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return. Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

Tangible capital assets

Tangible capital assets are recorded at cost less accumulated amortization. Cost includes all costs directly attributable to the acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Contributed tangible capital assets are recorded at fair value at the time of the contribution, with a corresponding amount recorded as revenue. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset commencing once the asset is available for productive use as follows:

Land improvements	15 to 45 years
Buildings	25 to 50 years
Engineered Structures	45 to 75 years
Water system	
Wastewater system	45 to 75 years
Road system	5 to 65 years
Machinery and equipment	5 to 40 years
Motor Vehicles	10 to 40 years

One-half of the annual amortization is charged in the year of acquisition. Work in process (assets under construction) have a cost of \$4,494,398 (2019 - \$2,121,932) and are not amortized until the asset is available for productive use.

Retirement benefits and other employee benefits plans

The Town's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred.

Excess collections and under-levies

Excess collections arise from the difference between the actual levy made to cover each requisition and the actual amount requisitioned. If the actual levy exceeds the requisition, the excess collection is accrued as a liability and as a reduction in property tax revenue. Requisition tax rates in the subsequent year are adjusted for any excess collections.

(continues)

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Collection of taxes on behalf of other taxation authorities

The Town collects taxation revenue on behalf of other entities. Such levies, other revenues, expenses, assets and liabilities with respect to the operations of entities are not reflected in these financial statements.

The entities the Town collects taxation revenue on behalf of are:

- Alberta School Foundation Fund
- Drumheller and District Seniors Foundation

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, along with excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year. Non-financial assets include tangible capital assets, inventory for consumption, and prepaid expenses.

Use of estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from these estimates.

Significant estimates include assumptions used in a number of areas including useful lives of tangible capital assets and the determination of reserves. Estimates are also used for various liabilities including accrued liabilities. Other areas that estimates are used include revenue recognized in the year, provision for tax exempt appeals, investment impairment, provisions for allowances in accounts receivable and in performing actuarial valuations of employee future benefits.

(continues)

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Revenue recognition

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues.

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general municipal purposes, are accounted for as deferred revenue on the consolidated Statement of Financial Position. The revenue is recognized in the consolidated Statement of Operations in the year in which it is used for the specified purpose.

Government transfers, which include legislative grants, are recognized in the financial statements in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amount can be made.

Property tax revenue is based on market value assessments determined in accordance with the Municipal Government Act (MGA). Tax mill rates are established annually. Taxation revenues are recorded at the time the tax billings are issued. Assessments are subject to appeal. Losses on assessment appeals are recorded as adjustments to tax revenues and receivables when a written decision is received from the authorized board.

Charges for sewer and water usage are recorded as user fees. Connection fee revenues are recognized when the connection has been established.

Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled. Unconditional grant revenue is recognized when monies are receivable.

Grants for the acquisition of tangible capital assets are recognized in the period in which eligible expenses are made.

Sales of service and other revenue are recognized on an accrual basis.

Revenues from the provision of goods or services are recognized in the period in which the goods are provided or the services are rendered. Rental revenues are recognized in the period to which they relate.

Investment income is reported as revenue in the period earned. When required by agreement or legislation, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance

Recently adopted accounting pronouncements

The Town has not adopted any new accounting standards required by the Public Accounting Standards board since 2019.

(continues)

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (*continued*)

Future accounting pronouncements

The following summarizes upcoming changes to public sector accounting standards issued by the Public Sector Accounting Standards Board. The Town will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption may vary, certain standards must be adopted concurrently. The requirements in Financial Statement Presentation (PS1201), Financial Instruments (PS3450), Foreign Currency Translations (PS2601) and Portfolio Investments (PS3041) must be implemented at the same time.

PS 1201 - Financial Statement Presentation: The implementation of this standard requires a new statement of re-measurement gains and losses separate from the statement of operations. This new statement will include the unrealized gains and losses arising from the re-measurement of financial instruments and items denominated in foreign currency. This standard is effective for fiscal years beginning on or after April 1, 2022.

PS 2601 - Foreign Currency Translation: This section establishes guidance on the recognition, measurement, presentation and disclosure of assets and liabilities denominated in foreign currencies. The Section requires monetary assets and liabilities, denominated in a foreign currency, and non-monetary items valued at fair value, denominated in a foreign currency, to be adjusted to reflect the exchange rates in effect at the financial statement date. The resulting unrealized gains and losses are to be presented in the new statement of re-measurement gains and losses. This standard is effective for fiscal years beginning on or after April 1, 2022.

PS 3041 - Portfolio Investments: This section removes the distinction between temporary and portfolio investments and provides additional guidance on recognition, measurement, presentation and disclosure of portfolio investments. Upon adoption of this section and PS 3450, PS 3040 - Portfolio Investments will no longer be applicable. This standard is effective for fiscal years beginning on or after April 1, 2022.

PS 3450 - Financial Instruments: This section establishes recognition, measurement, and disclosure requirements for derivative and non-derivative instruments. The standard requires fair value measurements of derivative instruments and equity instruments; all other financial instruments can be measured at either cost or fair value depending upon elections made by the Town. Unrealized gains and losses will be presented on the new statement of re-measurement gains and losses arising from the adoption of PS 1201. There will also be a requirement to disclose the nature and extent of risks arising from financial instruments and clarification is given for the de-recognition of financial liabilities. This standard is effective for fiscal years beginning on or after April 1, 2022.

PS 3280 - Asset Retirement Obligations: This section establishes the recognition, measurement, and disclosure requirements for asset retirement obligations. This section requires management to prepare a best estimate of the obligation when there is a legal obligation to incur retirement costs, the transaction giving rise to the liability has occurred and future costs will be incurred. The liability must be reassessed at each financial statement date. This standard is effective for fiscal years beginning on or after April 1, 2022.

PS 3400 - Revenue: This section provides guidance on how to account for and report on revenue, specifically addressing revenue arising from exchange transactions and unilateral transactions. This standard is effective for fiscal years beginning on or after April 1, 2023.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

2. CASH AND CASH EQUIVALENTS

	2020	2019
Current accounts	\$ 6,890,081	\$ 4,949,534
Investment margin accounts	160,406	513,283
	\$ 7,050,487	\$ 5,462,817

At December 31, 2020, the Town had an authorized line of credit available from its bank in the amount of \$4,000,000 bearing interest at bank prime less 0.75%. At year end, no amounts were drawn against its available line of credit.

Included in cash is \$1,624,969 which is held in trust for future capital purchases related to the flood mitigation project.

3. INVESTMENTS

	2020 Cost	2020 Market value	2019 Cost	2019 Market value
<u>Short-term</u>				
Term deposits	\$ 37,082,317	\$ 37,082,317	\$ 24,400,726	\$ 24,400,726
Fixed income notes	248,467	251,480	52,925	50,622
Principal protected notes	-	-	400,000	454,080
<u>Long-term</u>				
Fixed income notes	2,798,856	3,045,002	2,577,089	2,644,745
Principal protected notes	601,900	588,128	127,000	144,844
Other	4,786	4,786	4,786	4,786
	\$ 40,736,326	\$ 40,971,713	\$ 27,562,526	\$ 27,699,803

Short-term term deposits bear variable interest at 0.75% to 1.80% per annum (2019 - 2.50% to 2.75% per annum) and mature between January and December 2021 (2019 - January and December 2020). Short-term fixed income notes mature September and December 2021 (2019 - June 2020) and bear interest of 1.90 to 3.45% (2019 - 4.85%). Short-term principal protected notes mature (2019 - April 2020).

Included in investments is a restricted amount of \$20,688,710 (2019 - \$9,697,740) received from various grant programs and held exclusively for approved projects. Included in investments is an internally restricted amount of \$20,047,616 (2019 - \$17,890,786) to fund specific reserves.

Long-term fixed income notes bear interest at 1.00% to 9.976% (2019 - 1.00% to 5.60% per annum) and mature December 2022 to December 2048 (2019 - December 2021 to December 2048).

Principal protected notes mature February and March 2027 (2019 - September 2022).

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

4. TAXES RECEIVABLE

	2020	2019
Current taxes and grants in place	\$ 600,709	\$ 571,289
Non-current taxes and grants in place	966,556	972,511
	1,567,265	1,543,800
Less: allowance for doubtful accounts	(518,223)	(424,225)
	\$ 1,049,042	\$ 1,119,575

5. ACCOUNTS RECEIVABLE

	2020	2019
Trade receivable	\$ 1,619,260	\$ 1,358,735
Government grants receivable	2,228,447	2,876,155
	3,847,707	4,234,890
Less: allowance for doubtful accounts	(62,354)	(62,268)
	\$ 3,785,353	\$ 4,172,622

Included in trade receivable is \$222,143 (2019 - \$178,018) of goods and service tax receivable.

6. INVENTORY HELD FOR RESALE

	2020	2019
Land held for resale	\$ 1,796,945	\$ 1,860,514

Land held ready for resale is land in a condition to be sold, marketed for sale, and reasonably anticipated to be sold within a year.

7. EMPLOYEE BENEFIT OBLIGATION

	2020	2019
Accrued vacation pay	\$ 296,653	\$ 264,631
Accrued long-term service benefits	213,887	219,970
	\$ 510,540	\$ 484,601

Accrued vacation pay is comprised of the vacation that employees are deferring to future years. Accrued long-term service benefits are calculated per policy at 2 days per year of service over 10 years at the current rate of pay. Employees have either earned the benefits (and are vested) or are entitled to these benefits within the next budgetary year.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

8. DEFERRED REVENUE

	Opening Balance	Contributions Received	Interest Earned	Revenue Recognized	Ending Balance
MSI grant	\$ 1,946,074	\$ 1,657,711	\$ 12,400	\$ (2,031,227)	\$ 1,584,958
Gas Tax fund	670,309	456,584	4,472	(519,473)	611,892
Policing grant	90,964	363,856	-	(363,856)	90,964
Alberta Community Resilience grant	6,277,965	-	36,115	(1,871,669)	4,442,411
Water for Life	602,028	-	-	(602,028)	-
Kneehill	750,341	-	-	(75,034)	675,307
Flood Mitigation	-	20,000,000	147,400	(3,938,329)	16,209,071
Other	970,996	524,155	-	(793,856)	701,295
	\$ 11,308,677	\$ 23,002,306	\$ 200,387	\$ (10,195,472)	\$ 24,315,898

Under various grant agreements with the Government of Canada and the Province of Alberta, the Town is required to account for grants provided and to complete the projects or program in accordance with standards detailed in the various agreements. If these requirements are not adhered to, grants provided will become repayable to the source government. Excess funds are repayable to the source government upon final accounting. Funds are deferred until related expenses under the specific grant agreement have been incurred. The funds are included in cash and cash equivalents and investments.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

9. LONG-TERM DEBT

	2020	2019
Various Alberta Capital Finance Authority Debentures, bearing interest at 4.252% to 5.012% per annum, with blended combined semi-annual payments of \$486,926 due 2021 through 2033. Debenture debt is issued on the credit and security of the Town of Drumheller at large.	\$ 7,463,303	\$ 8,124,360
Alberta Capital Finance Authority Debenture, bearing interest at 2.765% per annum, with blended combined semi-annual payments of \$14,257 due June 15, 2035. Debenture debt is issued on the credit and security of the Town of Drumheller at large.	338,721	357,480
CMHC mortgage payable, bearing interest at 12.50% per annum, with annual blended payments of \$22,313, due 2021.	20,654	39,772
	\$ 7,822,678	\$ 8,521,612

Principal repayment terms are approximately:

	Principal Repayments	Interest Payments	Total
2021	\$ 725,061	\$ 326,912	\$ 1,051,973
2022	729,941	294,270	1,024,211
2023	762,170	262,041	1,024,211
2024	795,839	228,372	1,024,211
2025	831,011	193,200	1,024,211
Thereafter	3,978,656	476,708	4,455,364
	\$ 7,822,678	\$ 1,781,503	\$ 9,604,181

Interest on long-term debt amounted to \$353,280 (2019 - \$383,870)

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

10. DEBENTURE DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation for the Town to be disclosed as follows:

	2020	2019
Total debt limit	\$ 30,901,224	\$ 30,248,757
Total debt	(7,822,678)	(8,521,612)
	23,078,546	21,727,145
Debt servicing limit	5,150,204	5,041,460
Debt servicing	(1,057,423)	(1,023,679)
Amount of debt servicing limit unused	4,092,781	4,017,781

The debt limit is calculated at 1.5 times revenue of the Town (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

11. TANGIBLE CAPITAL ASSETS

Cost	2019 Balance	Additions	Disposals / Transfers	2020 Balance
Land	\$ 13,416,144	\$ 3,938,329	\$ -	\$ 17,354,473
Land improvements	3,981,433	-	-	3,981,433
Buildings	41,752,674	420,355	-	42,173,029
Engineered structures	167,674,583	1,914,217	359,303	169,948,103
Equipment	9,226,373	492,013	(237,212)	9,481,174
Motor vehicles	3,037,589	1,193,813	75,815	4,307,217
Work in progress	2,121,932	3,274,847	(962,381)	4,434,398
	\$ 241,210,728	\$ 11,233,574	\$ (764,475)	\$ 251,679,827

Accumulated Amortization	2019 Balance	Amortization	Accumulated Amortization on Disposals	2020 Balance
Land improvements	\$ 3,221,065	\$ 103,869	\$ -	\$ 3,324,934
Buildings	11,944,949	806,640	-	12,751,589
Engineered structures	78,204,952	3,178,770	-	81,383,722
Equipment	5,109,611	408,807	(243,807)	5,274,611
Motor vehicles	2,234,934	223,044	(55,869)	2,402,109
	\$ 100,715,511	\$ 4,721,130	\$ (299,676)	\$ 105,136,965

Net book value	2020	2019
Land	\$ 17,354,473	\$ 13,416,144
Land improvements	656,499	760,368
Buildings	29,421,440	29,807,725
Engineered structures	88,564,381	89,469,631
Equipment	4,206,563	4,116,762
Motor vehicles	1,905,108	802,655
Work in progress	4,434,398	2,121,932
	\$146,542,862	\$140,495,217

During the year, \$359,303 (2019 - \$116,376) was transferred from work in progress to engineered structures as work was completed and the asset was made available for productive use.

Included in land is \$3,938,929 of land acquired for the flood mitigation project. The land is held by a separate entity that is controlled by the Town.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

12. EQUITY IN TANGIBLE CAPITAL ASSETS

	2020	2019
Tangible capital assets (Note 11)	\$ 251,679,827	\$ 241,210,728
Accumulated amortization (Note 11)	(105,136,965)	(100,715,511)
Debenture debt (Note 9)	(7,822,678)	(8,521,612)
	\$ 138,720,184	\$ 131,973,605

13. ACCUMULATED SURPLUS

	2020	2019
Equity in tangible capital assets (Note 12)	\$138,720,184	\$131,973,605
Unrestricted (deficit) surplus	(14,280)	420,798
	138,705,904	132,394,403
Wastewater	4,665,847	4,256,142
Facilities	4,155,209	4,129,731
Equipment	3,857,942	3,510,867
Water	6,611,516	5,187,305
Contingencies	1,702,321	2,622,158
Transportation - long-term	3,730,686	3,144,540
Contingencies - long-term	2,023,171	1,799,317
Offsite levies	425,980	425,980
Storm drain	950,446	760,170
Utility energy savings	387,000	387,000
Sandstone	181,000	156,000
General capital	55,000	55,000
Scholarship	36,600	36,600
Management incentive fund	35,000	35,000
Municipal reserves	12,236	12,236
Land	(232,781)	(254,504)
	28,597,173	26,263,542
	\$167,303,077	\$158,657,945

The equity in tangible capital assets represents amounts already spent and invested in infrastructure. Reserve funds represent funds set aside by bylaw or council resolution for specific purposes.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

14. NET MUNICIPAL TAXES

	Budget 2020 (Note 23)	2020	2019
Real property	\$ 11,924,040	\$ 11,626,628	\$ 11,635,077
Machinery and equipment	31,250	33,144	30,653
Linear property	440,455	428,831	439,806
Special assessments and local improvement taxes	56,000	57,779	58,074
	12,451,745	12,146,382	12,163,610
Requisitions			
Alberta School Foundation Fund	(2,800,000)	(2,678,614)	(2,719,521)
Sunshine Senior's Lodge	(530,620)	(530,620)	(536,726)
	(3,330,620)	(3,209,234)	(3,256,247)
Net municipal taxes	\$ 9,121,125	\$ 8,937,148	\$ 8,907,363

15. GOVERNMENT TRANSFERS

	Budget 2020 (Note 23)	2020	2019
Operating			
Federal government	\$ 5,000	\$ 100,294	\$ 5,860
Provincial government	1,056,629	1,843,134	1,085,007
	1,061,629	1,943,428	1,090,867
Capital			
Federal government	6,128,852	5,502,490	57,046
Provincial government	27,542,651	4,422,368	1,631,857
	33,671,503	9,924,858	1,688,903
Total government transfers	\$ 34,733,132	\$ 11,868,286	\$ 2,779,770

Capital government transfers include \$3,938,329 for land related to the flood mitigation project.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

16. EXPENSES BY OBJECT

	Budget 2020 (Note 23)	2020	2019
Salaries and wages	\$ 7,149,367	\$ 6,603,199	\$ 6,427,087
Contracted and general services	4,203,900	5,700,274	4,000,537
Purchases from other governments	1,340,745	1,415,990	1,335,000
Materials, goods and utilities	3,008,810	2,445,006	2,426,275
Transfer to local agencies	560,315	534,765	509,717
Bank charges and short-term interest	30,775	16,124	26,264
Interest on long-term debt	387,185	353,280	383,870
Amortization	3,982,695	4,721,130	4,611,525
Other expenses	28,050	129,704	57,991
	\$ 20,691,842	\$ 21,919,472	\$ 19,778,266

17. LOCAL AUTHORITIES PENSION PLAN

Certain employees of the Town are eligible to be members of the Local Authorities Pension Plan ("LAPP"), a multi-employer pension plan which is covered by the Public Sector Pension Plans Act. The Plan serves about 200,000 people and over 400 employers. It is financed by employer and employee contributions and investment earnings of the LAPP fund. The plan provides defined pension benefits to employees based on their length of service and rates of pay.

The Town contributes to the Plan at a rate of 9.39% of pensionable earnings up to the Canada Pension Plan Maximum Pensionable Earnings and 13.84% for the excess. Employees contribute to the Plan at a rate of 8.39% of pensionable earnings up to the Canada Pension Plan Maximum Pensionable Earnings and 12.84% for the excess.

Contributions for the year were:

	2020	2019
Employer contributions	\$ 359,468	\$ 365,411
Employee contributions	324,295	329,585
	\$ 683,763	\$ 694,996

As this is a multi-employer pension plan, these contributions comprise the Town's pension benefit expense. No pension liability for this type of plan is included in the Town's financial statements. The most recent valuation as of December 31, 2020 indicates a surplus of \$4,961,337 (2019 - surplus of \$7,913,261,000) for basic pension benefits. The actuary does not attribute portions of the unfunded liability to individual employers.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

18. SALARIES AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for elected municipal officials and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salary	Benefits and Allowances	2020 Total	2019 Total
Mayor Colberg	\$ 50,416	\$ 7,035	\$ 57,452	\$ 53,739
Councillor Garbutt	28,983	5,243	33,266	30,544
Councillor Hansen-Zacharuk	26,983	5,170	32,153	31,101
Councillor Zariski	29,323	4,986	34,309	29,533
Councillor Makowecki	27,503	5,216	32,719	30,281
Councillor Lacher	27,503	2,212	29,715	27,336
Councillor DeMott	27,503	3,411	30,913	28,659
Chief Administrative Officer Drohmerski (CAO)	174,579	30,537	205,116	219,449

Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

Benefits and allowances include employer's share of all employee benefits and contributions or payments made on behalf of employees including retirement pension, Canada Pension Plan, employment insurance, health care, extended health, vision, group life, accidental death and long and short-term disability plans.

Benefits for the CAO include the use of an automobile.

19. CONTINGENCIES

The Town, in conduct of its normal activities, can be named as a defendant in legal proceedings. The ultimate outcome of these proceedings can often not be determined until the proceedings are completed. Should any loss result from the resolution of these proceedings or if the amount of the loss can be determined, such amounts would be expensed as they become known to the Town.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

20. COMMITMENTS

The Town has entered into agreements with the Government of Canada and Government of Alberta to implement the Drumheller Flood Mitigation System. The total cost of the program is expected to be approximately \$55 million and will span over a period of approximately 5 years. Under the terms of the agreements, the Provincial government will provide fifty (50) percent of the funding, the Federal government will provide forty (40) percent of the funding, and the Municipality will provide ten (10) percent of the funding required to purchase and construct assets as part of the Drumheller Flood Mitigation System. As part of the program, the Town will be awarding contracts to several contractors over the life of the project.

The Town has a contract with the Government of Canada to provide policing services through to March 31, 2032. Under the contract the Town pays for 70% of the operating costs. The estimated annual contract costs for 2020 is \$1,416,000 (2019 - \$1,335,000)

The Town has a forward purchase agreement to obtain electricity for January 2021 - December 2023 at a fixed rate of \$44.89/MWh for contract volumes of 6,818 MWh. Subsequent to year-end, the Town entered into a forward purchase agreement to obtain electricity for January 2024 to December 2026 at a fixed rate of \$53.99 for contract volumes of 6,954 MWh.

The Town has an agreement to obtain physical supply for natural gas expiring September 30th, 2022 at a fixed rate of \$2.50/GJ up to a maximum of 34,603 GJs/year. The Town has a partial-hedge product in place for natural gas whereby 70% of the Town's weather-normalized historical volumes (34,603 GJs previously mentioned) were purchased at the fixed price of \$2.50/GJ. The remaining 30% of the volumes is floating on the monthly average AECO Spot price for natural gas.

21. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

22. SEGMENTED INFORMATION

The Town is a diversified municipal government institution that provides a wide range of services to its citizens. Distinguishable functional segments have been separately disclosed in the segmented information. The nature of the segments and the activities they encompass are as follows:

Protective Services

Protective services is comprised of police, bylaw enforcement and fire protection. This service area is responsible for the overall safety of the public through various prevention and enforcement activities.

Transportation Services

Transportation services is responsible for the delivery of municipal public works services related to the planning, the development and maintenance of roadway systems, the maintenance of park and open space and street lighting.

Water and Wastewater Service

Water and wastewater provides drinking water to the Town's citizens and collects and treats wastewater. The Town processes and cleans sewage and ensures the water system meets all Provincial standards.

Waste Management Services

Waste management provides collection, disposal and recycling programs.

Planning and Development

The planning department provides a number of services including town planning and enforcement of building and construction codes and review of all property development plan through its application process.

Recreation and Parks

This service area maintains recreation infrastructure such as parks, arenas, aquatic centres and community centres as well as provides recreational programs and cultural programs at those locations.

Public Health and Welfare

This service area provides and administers community support programs.

General Government

This service area includes legislative and administrative support to all other service areas and also relates to the revenues and expenses that relate to the operations of the Town itself and cannot be directly attributed to a specific segment.

The accounting policies of the segments are the same as those described in the summary of significant accounting policies. In measuring and reporting segment revenue from transactions with other segments, inter-segment transfers have been eliminated. The revenues and expenses that are directly attributable to a particular segment are allocated to that segment. Taxation has been allocated to general government except where specific tax revenues can be directly allocated to a service area.

TOWN OF DRUMHELLER

Notes to Consolidated Financial Statements

Year Ended December 31, 2020

23. BUDGET

The reported budget information has been derived from the tax supported operating budget approved by Council on February 2, 2020, the utilities supported operating budget approved by Council on December 16, 2019, and the capital budget approved by Council on May 11, 2020. The chart below reconciles the approved budget to the budget figures reported in these financial statements.

	2020
Revenues per tax supported operating budget	\$ 14,741,289
Revenues per utilities supported operating budget	5,901,170
	20,642,459
Expenses per tax supported operating budget	(15,118,537)
Expenses per utilities supported operating budget	(5,573,305)
	(20,691,842)
Revenues per capital approved budget	42,655,213
Less transfers drawn from capital reserve	(8,933,710)
	33,721,503
Excess of revenues over expenses	\$ 33,672,120

24. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

TOWN OF DRUMHELLER

Consolidated Segmented Information
Year Ended December 31, 2020

(Schedule 1)

	Protective Services	Transportation Services	Water and Wastewater	Waste Management	Planning and Development	Recreation and Parks	Public Health and Welfare	General Government	Total 2020
REVENUES									
Net municipal taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,937,148	\$ 8,937,148
Government transfers for operating	1,191,525	-	-	-	248,475	29,400	398,373	75,655	1,943,428
Government transfers for capital	4,181,327	1,239,840	448,315	-	3,938,329	117,047	-	-	9,924,858
Sales and user fees	310,340	254,058	5,416,861	123,926	71,209	268,887	39,361	141,560	6,626,202
Franchise and concessions	-	-	-	-	-	-	-	1,801,955	1,801,955
Investment income	-	-	-	-	-	-	-	586,733	586,733
Penalties and costs on taxes	-	-	18,936	-	-	-	-	119,020	137,956
Rentals	-	4,250	-	-	48,076	220,970	-	-	273,296
Other	13,078	5,821	95,724	62	101,431	17,036	21,571	39,376	294,099
Gain on disposal of tangible capital assets	11,500	8,789	-	-	-	18,640	-	-	38,929
	5,707,770	1,512,758	5,979,836	123,988	4,407,520	671,980	459,305	11,701,447	30,564,604

(continues)

TOWN OF DRUMHELLER

Consolidated Segmented Information (continued)

(Schedule 1)

Year Ended December 31, 2020

	Protective Services	Transportation Services	Water and Wastewater	Waste Management	Planning and Development	Recreation and Parks	Public Health and Welfare	General Government	Total 2020
EXPENSES (BY OBJECT)									
Salaries and wages	1,618,575	869,262	1,334,950	24,409	134,071	1,406,028	295,250	920,654	6,603,199
Contracted and general services	1,622,262	1,113,184	577,622	369,624	357,097	684,605	164,864	811,016	5,700,274
Amortization	155,205	1,404,390	2,172,122	-	103,899	746,350	3,299	135,865	4,721,130
Purchases from other governments	1,415,990	-	-	-	-	-	-	-	1,415,990
Materials, goods and utilities	454,651	583,521	744,350	-	88,904	419,843	65,205	88,532	2,445,006
Transfer to local agencies	839	-	-	-	296,118	213,808	24,000	-	534,765
Interest and bank charges	-	1,600	1,110	-	94	8,057	46	5,217	16,124
Interest on long term debt	-	-	195,094	-	1,659	156,527	-	-	353,280
Other expenses	105	1,523	-	127	-	-	1,038	126,911	129,704
	5,267,627	3,973,480	5,025,248	394,160	981,842	3,635,218	553,702	2,088,195	21,919,472
(DEFICIENCY) EXCESS OF REVENUES OVER EXPENSES	\$ 440,143	\$ (2,460,722)	\$ 954,588	\$ (270,172)	\$ 3,425,678	\$ (2,963,238)	\$ (94,397)	\$ 9,613,252	\$ 8,645,132

TOWN OF DRUMHELLER

Consolidated Segmented Information

(Schedule 2)

Year Ended December 31, 2019

	Protective Services	Transportation Services	Water and Wastewater	Waste Management	Planning and Development	Recreation and Parks	Public Health and Welfare	General Government	Total 2019
REVENUES									
Net municipal taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,907,363	\$ 8,907,363
Government transfers for operating	412,655	-	-	-	108,474	26,774	284,317	258,647	1,090,867
Government transfers for capital	586,057	914,000	57,046	-	-	131,800	-	-	1,688,903
Sales and user fees	414,532	34,716	5,498,726	112,393	61,611	612,422	52,456	157,254	6,944,110
Franchise and concessions	-	-	-	-	-	-	-	1,784,107	1,784,107
Investment income	-	-	-	-	28,547	-	-	469,960	498,507
Penalties and costs on taxes	-	-	21,043	-	-	-	-	149,619	170,662
Rentals	-	3,000	-	-	48,427	435,722	-	1,200	488,349
Other	17,249	68,518	96,227	18	79,515	81,962	10,933	48,746	403,168
Gains (losses) on disposal of assets	-	-	12,095	-	-	2,000	-	-	14,095
	1,430,493	1,020,234	5,685,137	112,411	326,574	1,290,680	347,706	11,776,896	21,990,131

(continues)

TOWN OF DRUMHELLER

Consolidated Segmented Information (continued)

(Schedule 2)

Year Ended December 31, 2019

	Protective Services	Transportation Services	Water and Wastewater	Waste Management	Planning and Development	Recreation and Parks	Public Health and Welfare	General Government	Total 2019
EXPENSES (BY OBJECT)									
Salaries and wages	748,962	858,878	1,272,981	26,021	124,474	2,128,409	289,468	977,894	6,427,087
Contracted and general services	281,609	366,616	801,253	383,157	248,104	1,113,848	134,264	671,686	4,000,537
Amortization	84,329	1,416,688	2,157,050	-	103,900	724,156	2,099	123,303	4,611,525
Purchases from other governments	1,335,000	-	-	-	-	-	-	-	1,335,000
Materials, goods and utilities	86,881	701,557	786,529	-	85,629	652,386	10,502	102,791	2,426,275
Transfer to local agencies	1,346	-	-	-	238,282	246,089	24,000	-	509,717
Interest and bank charges	-	1,260	712	-	44	11,581	27	12,640	26,264
Interest on long term debt	-	-	212,122	-	3,194	168,554	-	-	383,870
Other expenses	(1,479)	600	1,190	-	-	950	(1,716)	58,446	57,991
	2,536,648	3,345,599	5,231,837	409,178	803,627	5,045,973	458,644	1,946,760	19,778,266
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ (1,106,155)\$	(2,325,365)\$	453,300 \$	(296,767)\$	(477,053)\$	(3,755,293)\$	(110,938)\$	9,830,136 \$	2,211,865

REQUEST FOR DECISION

TITLE:	2020 Audited Financial Statements and Year-end Financial Report
DATE:	July 26, 2021
PRESENTED BY:	Mauricio Reyes, CPA, CMA, CAMP, Chief Financial Officer
ATTACHMENTS:	2020 Service Area Variances

SUMMARY:

This report is presented to Council as supplementary information to the 2020 Audited Financial Statements and it is intended to provide Council a high-level summary of Town operations and financial position in 2020. Appendix 1 includes table 1 and 2 which are intended to provide more details on the operations of the Town by service area.

TOWN OPERATIONS

Tax Supported Operations

As shown on table 1, tax supported service areas had a deficit of slightly over \$1 million dollars in 2020. With the exception of Protective Services and Transportation, all other areas had surpluses with Recreation and Culture Services experiencing the highest surplus of approximately \$1.2 million. The Transportation Services deficit was mainly due to the actual amortization of capital assets being higher than budgeted. On the other hand, the Protective Services deficit of \$1.86 million was due to expenditures in the Covid-19 project exceeding grant funds received. In 2020, the operating deficit was funded by the short-term contingency reserve.

Utility Supported Operations

As shown on table 2, utility supported service areas experienced positive variances. The Water Operations surplus was approximately \$412,000 vs. the budgeted surplus of \$245,000, resulting in a positive variance of approximately \$167,000. The Wastewater Operations deficit was approximately \$272,000 vs. a budgeted deficit of approximately \$348,000, resulting in a positive variance of approximately \$76,000. Both variances were the result of staff vacancies during the year, lower staff replacement costs than budgeted, and lower costs of repairs and maintenance. In 2020, the total transfer to utility reserves was approximately \$1.9 million.

Total Revenues

In 2020 total revenues were on budget at \$20.60 million. Overall, user fees, Rentals and Penalties were negatively impacted by the pandemic and resulted in revenue losses amounting to \$1.06 million in these areas. Fortunately, there was financial assistance from the Provincial government which increased the Town's grant revenues over \$900,000. Finally, the actual revenue from other revenue streams such as franchise fees and investments was better than expected.

Total Expenses

In 2020 total expenses were over budget by approximately \$1.23 million. The increase in expenses during the year was mainly due expenses in the Covid-19 project.

In 2020, due to the Covid-19 pandemic, the Town was mandated by the Provincial government to close its public facilities, which affected both revenues and expenses particularly in the Recreation area. Like in other municipalities, facility closures led to cost reductions in wages and other facility costs. In addition, some community events were cancelled which led to further cost reductions. This resulted in lower expenditures in the Recreational Services area by approximately \$1.2 million.

During the year, due to the pandemic the Town devoted approximately \$2.7 million to Covid-19 initiatives of which approximately \$0.83 million was covered by Provincial grant. This led to a program deficit at the end of the year of approximately \$1.87 million.

Government Grants

In 2020, the Town received funds from other levels of government amounting to approximately \$23 million. Some of the significant grant contributions include:

- Flood Mitigation \$20,000,000
- Municipal Sustainability Initiative 1,657,711
- Municipal Operating Support Transfer 827,669
- Gas Tax Fund 670,309

FINANCIAL POSITION

Cash and Portfolio Investments

At the end of 2020, the Town held approximately \$48.8 million in cash and portfolio investments. This represented an increase of approximately \$14.8 million over 2019. The increase was mainly due to a grant received from the Government of Alberta for the flood mitigation project.

Long Term Debt

In 2020, the Town did not take on any new debt. Principal payments amounted to approximately \$700,000 which resulted in a balance reduction from 2019.

Balance at January 1, 2020	\$8,521,612
Principal payments made in 2020	<u>(698,934)</u>
Balance at December 31, 2020	\$7,822,678

As of December 31, 2020, the Town is using approximately 24.8 percent of its total debt limit, and it has capacity to borrow \$23.7 million.

Municipal Reserves

In 2020, the Town's reserve transfers amount to \$28.6 million which represents an increase of \$2.3 million. The increase was net of transfer to operations to cover the 2020 operating deficit. The following are the highlights of reserve activities:

- Transfers from operations \$4.2 million
- Transfers to operations \$1 million
- Transfers to capital \$0.88 million

Capital Investments

In 2020, the Town added approximately \$11.2 million in new assets. The following are significant additions to the Town's tangible capital asset inventory:

- Flood mitigation property acquisitions \$3.9 million
- Flood mitigation project expenditures \$3.0 million
- Fire emergency response vehicle \$1.2 million
- Street Rehabilitation \$1.0 million
- East Coulee Lift Station \$0.9 million

RECOMMENDATION:

Administration recommends that Council approve the 2020 Audited Financial Statements for the Flood Mitigation Project and Town of Drumheller as presented.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Fiscal responsibility and compliance with Provincial regulations.

COMMUNICATION STRATEGY:

The approval of the 2020 Audited Financial Statements will be announced to the public through a press release. Once approved, the 2020 Audited Financial Statements will be published in the Town's website.

MOTION:

That Council approve the Town of Drumheller 2020 Audited Financial Statements, and the 2020 Statement of Expenditures for the Drumheller Resiliency and Flood Mitigation Program as presented.

SECONDED:

Mauricio Reyes

Prepared By: Mauricio Reyes
Director of Corporate Services/CFO


Approved By: Darryl Drohomerski
Chief Administrative Officer

REQUEST FOR DECISION

TITLE:	Supply and Delivery of a New 2021 Four Wheel Drive Grader
DATE:	June 30, 2021
PRESENTED BY:	Kevin Blanchett

SUMMARY:

On May 18, 2021, the Town of Drumheller posted a Request for Proposal for the Supply and Delivery of a New 2021 Four Wheel Drive Grader. Requests were posted on the Town of Drumheller's website and the Alberta Purchasing Connection website as required by the Town of Drumheller's Purchasing Policy. On June 8, 2021 three (3) Proposals were received and reviewed, and are summarized as follows:

COMPANY NAME	AMOUNT (Excluding GST)
Brant Tractor Ltd. (John Deere 772GD AWD Grader)	\$ 360,325.00 Maintenance plan \$ 5,642.00 per year Ripper cost \$ 13,600.00 Extended Warranty \$ 29,647.00 for five years
Finning Cat (Cat 140L AWD Grader)	\$ 316,312.00 Maintenance plan \$ 7,000.00 per year Ripper cost \$ 19,000.00 Extended Warranty \$ 27,890.00 for five years
Rocky Mountain Equipment (Case 885B AWD Grader)	\$ 298,650.00 As this is a 2018 unit this Grader would be eliminated.

RECOMMENDATION:

It is our recommendation that the Town awards the purchase of a New 2021 AWD Grader to Finning Cat for the cost of \$ 316,312.00. It is our recommendation that the Town includes in this purchase the cost of a rear mounted Ripper for \$ 19,000.00 and a Five-Year Extended Warranty for \$ 27,890.00 for a total price of price of \$ 363,202.00.

It is also recommended that the Town forgo the preventive maintenance plan at the extra cost of \$ 7,000.00 per year. Finning Cat is supplying, as part of their original proposal, all oil and air filters for 7,500 hours of maintenance which will allow us to complete all maintenance work in-house at a very good cost savings.

This purchase, which includes the extended warranty, will result in five (5) years of no maintenance costs and no unexpected repair costs. As part of our Fleet Program the new grader will be traded in after six (6) years or 6,000 hours of service.

FINANCIAL IMPACT: The Capital Budget has allocated \$ 375,000.00 for the purchase of a new 2021 grader and by purchasing the New 2021 Cat 140L AWD Grader for the cost of \$ 363,202.00 (excluding GST) the purchase will align with the 2021 budget. The Town will realize

a cost saving of \$ 11,700.00 which could be placed back into our reserve account for future purchases.

STRATEGIC POLICY ALIGNMENT:

The Town of Drumheller has a responsibility to maintain the roads in safe and well-maintained state. The purchase of a new 2021 Grader as part of our Equipment Re-investment Program will ensure that we can meet Council's policy of having a safe and reliable road network. Also, by accepting the lowest and most competitive pricing this purchase is in alignment with the Town's Procurement Policy and demonstrates fiscal responsibility.

COMMUNICATION STRATEGY:

Once awarded, the successful proponent will receive a Letter of Award and Letters of Non-Award will be issued to the unsuccessful proponents. The Award Summary will be posted on the Town website and the Alberta Purchasing Connection website.

MOTION:

Moves that Council award the purchase of a new 2021 Grader, a ripper and a Five-Year Extended Warranty to Finning Cat for the amount \$ 363,202.00 excluding GST.

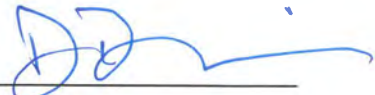
SECONDED:

Kevin Blanchett

Prepared by:
Kevin Blanchett
Operations Manager



Reviewed by:
Dave Brett
Director of Infrastructure Services



Approved by:
Darryl E. Drohomerski
Chief Administrative Officer

Quarterly Report for CAO

Name: Darryl Drohomerski, C.E.T.

Period: April – June 2021

Elections – Election Signage Bylaw and Election Bylaw were drafted and passed by Council this quarter. A draft Council Procedures Bylaw was presented to Council for review and comment. The old Bylaw is 13 years old and requires updating to modern language and standards. Work will continue from this office until well after the 2021 election. Next update will be August 23.

Service / Staff Capacity – This Strategic Priority is about making organizational and structural changes to better serve the community. Council adopted both the 2021 Utility Budget and 2021 Operating Budget which included position changes that will contract in an Instrumentation Technician for our SCADA system and building control systems. This position was drafted in the first quarter and is out for review prior to posting in quarter 3. Because of other priorities and reopening of facilities, the organizational alignment in Corporate, Recreation and Protective Services was delayed in quarter 2 and is being worked on in quarter 3 to better serve the organization and public. Next update will be September 13.

Records Management – This work began in 2020 and will continue until at least December 2021. Work completed in quarter one includes cleaning up the network file structure, culling paper records in accordance with the policy and working on the draft of a new Records Management Bylaw. Draft Bylaw will come to Council in September.

Covid Update – Relaxing of restriction and reopening of facilities occurred in quarter 2. The recreational facilities have reopened, albeit on reduced schedules because of staff shortages, and the mask bylaw was repealed at the end of June.

Development – the statistics for building permits in quarter two is attached.

Vacancy Strategy – The roles of both the Manager of Economic Development and Director of Corporate Services were filled in the first quarter of 2021. Reg Johnston started with the town on March 29 and Mauricio Reyes joined the organization on March 22. With these two positions, all senior staff positions within the organization have been filled and this priority is considered complete.

COMMUNICATIONS OFFICER SECOND QUARTER REPORT

COMMUNICATIONS ACTION PLAN

Communication Gap Analysis included seven objectives for the Town of Drumheller to complete.

- Internal Communications Plan (Intranet – in development; delayed due to absences)
- Develop Strategic Communications Plan (current plan Dec 2022; begin Q4 2021)
- Crisis Communications Plan (under review)

BRANDING

In progress/ongoing:

- Community Signage
 - RFP (in progress)
- Marketing materials (ongoing)

WEBSITE

Drumheller.ca project was awarded to BoxClever of Edmonton Alberta for a custom website. Project launched February 1, 2021.

- 57 news posts published since January 1, 2021 (33 this quarter)
- Box Clever has now rebranded to Loop
- Drumheller.ca is nominated for two website awards
 - Adobe Creativity Award
 - DotCommAwards
- KPI Analytics attached

SOCIAL MEDIA

The official social media accounts for the Town of Drumheller exist on YouTube, Twitter, Instagram and Facebook.

- KPI's Attached

PUBLIC PARTICIPATION

- 5 completed public hearings; 2 additional scheduled in July)
- 6 surveys circulated to date; 2 regarding bylaw changes, 2 for resident feedback (AHS & CSC), 2 for customer service feedback (Town Hall and Town App)
- 2 polls completed on Drumheller.ca
- Communications Officer and Social Media & Marketing Coordinator completed the International Association for Public Participation – Foundations course with Techniques scheduled for July 7, 2021
- Ethelo training reserved with Director of Corporate Services for July 7, 2021
- KPI's attached

PUBLIC COMMUNICATIONS

<p><i>2.1.3 Provide advance notice to staff highlighting the Town's position or actions being taken on emerging developments</i></p>	<p>Ongoing</p> <ul style="list-style-type: none"> • Safety meetings • Internal emails • Monthly HR Newsletter to be deployed April 1, 2021 (on hiatus)
<p><i>3.2.3 Build partnerships that supply information to new citizens and youth</i></p>	<ul style="list-style-type: none"> • New Residents section on municipal website • Welcome Packs available • Connections with Realtors • Youth Coordinator and CDSP Coordinator established relationships with local schools
<p><i>4.1.2 Raise awareness to Town Programs and initiatives by encouraging readership of social media postings</i></p>	<ul style="list-style-type: none"> • Social Media and Marketing Coordinator has accelerated engagement, readability, personality • Comms department as a whole continues to use an educational stance whenever/wherever possible • Included advertising public hearings on social media vs. just in traditional media (newspaper)
<p><i>4.2.1 Whenever possible, use plain-language for all public messaging</i></p>	<ul style="list-style-type: none"> • Implemented literacy levels for our audiences • Comms department as a whole continues to use an educational stance whenever/wherever possible • Internally, always asking questions and having our subject matter experts walk through the language to help explain in easier terms

KEY PERFORMANCE INDICATORS (KPI'S)

Summary table

<p>Drumheller.ca analytics</p>	<ul style="list-style-type: none"> • 83.2% of viewers are new (Q1 84.2%) • 87.97% of viewers are Canadian (Q1 84.85%) <ul style="list-style-type: none"> ◦ USA, Germany and United Kingdom • 26.26% of viewers are in Drumheller (Q1 31.04%) <ul style="list-style-type: none"> ◦ Calgary, Edmonton Airdrie • 25-34, 35-44,45-55 are primary users • 56% female; 44% male (Q1 54.32% female; 45.68% male) • 52.29% mobile; 43.51% desktop; 4.20% tablet (Q1 48.47% desktop; 46.04% mobile; 5.49% tablet)
<p>Amount of Media Releases/Web posts</p>	<ul style="list-style-type: none"> • 33 total news posts (Q1 24) • Average 2.75 news posts per week (Q1 avg. 2/week)
<p>Engagement *Data pulled from Hootsuite and respective platforms</p>	<p>Twitter</p> <ul style="list-style-type: none"> • 113 tweets (Q1 81) • 170 engagements (Q1 134) • 938 clicks (Q1 960) • Overall sentiment: positive, borderline neutral (Q1 positive) <p>Instagram</p> <ul style="list-style-type: none"> • 15 posts (Q1 9) • 93 stories (Q1 32) • 4 IGTV (Q1 1) • 879 engagements (Q1 238) • Overall sentiment: positive (Q1 positive) <p>Facebook</p> <ul style="list-style-type: none"> • 158 posts (Q1 99) • + 6,300 organic engagements (Q1 +2,200) • +3,000 organic clicks (Q1+2,100) • Overall sentiment: neutral, borderline positive (Q1 neutral, borderline positive) <p>Drumeller.ca</p> <ul style="list-style-type: none"> • 52,232 pageviews (Q1 34,701) • 22,002 sessions (Q1 12,493) • Top 5 Pages <ul style="list-style-type: none"> ◦ Home ◦ Aquaplex ◦ Careers ◦ Badlands Community Facility ◦ Rotary Spray Park • Q1 Top 5 pages: <ul style="list-style-type: none"> ◦ Home ◦ Aquaplex ◦ Careers

	<ul style="list-style-type: none"> o Badlands Community Facility o Tenders
Subscriber/follower counts on Town of Drumheller social media *Data pulled from Hootsuite, Social Blade and respective platforms	YouTube: 124 subscribers (Q1 118) Twitter: 1,660 (Q1 1,643) Facebook: 5, 842 (Q1 5,764) Instagram: 1,274 (Q1 1,187)
Response time to direct messages on social media	Under 24 hours response: Facebook – 46 conversations (Q1 29) Instagram – 38 conversations (Q1 30)

Infrastructure Services Quarterly Report Q2 – 2021 (April 1 to June 3)

Strategic Priorities:

- **Rotary Park Fountain:** made operational for the summer, some outstanding work needed in fall after shutdown; issue with water discharge identified and interim measures taken.
- **Grant -MSP Downtown Plaza:** design being developed, additional funding sources being investigated.
- **Grant - Bridge 11:** design underway, Geotech carried out and river flows determined; permit requirements determined; Wheatland County agreed to contribute to funding.
- **Cemetery Scatter Garden:** Construction started
- **Safety - LS Access Issues:** Engineering company and review started.
- **IS/PW KPI and QR Update:** Initial lists generated and being developed through use, forming background and basis of Quarterly Reports

Operations

- **Completed :** 2021 Line Painting program, 2021 Crack filling completed, Spring Dust Control, Concrete pads for dinosaur statues at Rotary Park, Phase 1 of DQ corner beautification, Newcastle Ball Diamond #3 upgrade, Removal of buildings and material from Old PW Yard, Spring Grading and Spring Sweeping
- **In Progress:** Asbestos removal at Old Hospital, Rodent Control, Tree Trimming, Fleet Logo update, and Town Signage Logo update

Facilities

- **Completed:** Arena Ice removed, Pesticide shed upgrades,
- **In Progress:** Painting of Arena Interior, Arena Compressor Overhaul

Utilities

- **In Progress:** Hydrant flushing,

Health and Safety

Report Type	Total	Total 2020	Q1	Q1 2020	Q2	Q2 2020	Q3	Q3 2020	Q4	Q4 2020
Incident	8	5	2	0	6	2		1		2
Accident	4	3	2	2	2	1		0		0
First Aid/Injury	5	14	2	1	3	9		1		3
Near Miss	5	6	3	1	2	2		1		2
Work Refusal	0	0	0	0	0	0		0		0
Total Number	22	28	9	4	13	14		3		7

OPERATIONS: SeeClickFix App (Apr 1, 2021 to 2021 June 30)

Request Category	Target Closed within SLA	Created	Ack	Number Closed	SLA Days	% Closed within SLA	Overdue	Overdue and Open
A - Am in need of Assistance- COVID 19	85%	0	0	0	1	0%	0	0
Abandoned Vehicle	85%	2	0	2	3	100%	0	0
Animal Control	85%	2	0	2	2	100%	0	0
Animal Control - cat	85%	0	0	0	2	0%	0	0
Bylaw	85%	23	0	23	2	100%	0	0
Bylaw - graffiti	85%	3	0	3	3	100%	0	0
Cemetery questions	85%	1	1	1	3	100%	0	0
Facilities and Buildings owned TOD	85%	5	3	5	5	40%	3	0

Garbage Collection - commercial	85%	1	0	1	1	100%	0	0
Garbage Collection - residential	85%	1	0	1	1	100%	0	0
Parks Issues	85%	15	8	14	5	71%	4	1
Roads - gravel surface	85%	4	2	4	5	50%	2	0
Roads - paved surface	85%	8	6	7	5	57%	3	1
Roads - pothole	85%	4	3	4	5	50%	2	0
Roads - sidewalk issues	85%	8	3	6	260	100%	0	0
Street Garbage Bin	85%	1	0	1	1	0%	1	0
Vegetation	85%	8	1	7	52	100%	0	0
Water / Sewer - water quality	85%	0	0	0	1	0%	0	0
Water/Sewer - odour	85%	0	0	0	1	0%	0	0
Water/Sewer - water pressure	85%	1	1	1	1	0%	0	0
Water/Sewer- water break	85%	0	0	0	1	0%	0	0
Z- Other	85%	12	11	12	2	75%	4	0

<u>OPERATIONS</u>	<u>Target</u>	<u>2021 Total</u>	<u>2020 Total</u>	<u>2021 Q1</u>	<u>2020 Q1</u>	<u>2021 Q2</u>	<u>2020 Q2</u>	<u>2021 Q3</u>	<u>2020 Q3</u>	<u>2021 Q4</u>	<u>2020 Q4</u>
Mechanical Services											
Work orders (WO)		46	0	46		56					
Tree Trimming											
Town Staff (Staff days)		54	0	54		12					
Contractor (days)		4	0	4		5					
Pot hole repair											
Town staff (Staff days)		16	0	16							


Utilities

Work Orders (Vadim – iCity) (Target is 85.0%)

Period	Total	Total 2020	Q1	Q1 2020	Q2	Q2 2020	Q3	Q3 2020	Q4	Q4 2020
Created	120	355	120	134	114	50		95		76
Completed	119	337	119	132	109	44		93		68
Outstanding	1	18	1	2	5	6		2		8
Orders Completed	99.2%	94.9%	99.2%	98.5%	95.6%	88.0%		97.9%		89.5%

Water and Wastewater Treatment Plant

	Total (YTD)	Total (YTD) 2020	Q1	Q1 2020	Q2	Q2 2020	Q3	Q3 2020	Q4	Q4 2020
Water Treatment Plant (cubic meters)	604,574	1,387,297	270,902	335,723	333,672	598,706		408,197		279,481
Wastewater Treatment Plant (cubic meters)_	452,012	971,161	253,944	224,296	198,068	257,490		278,098		211,277
Line Locates	395		122		273					

Report Writer:	Dave Brett	CAO:	Darryl E. Drohomerski, C.E.T.
Position:	Director of Infrastructure Services		

Quarterly Report for the Manager of Economic Development

Name: Reg Johnston

Period: April – June 2021

Land & Leasing – Q2 was a great quarter for real estate. The Town of Drumheller sold 2 acres of industrial property in the Rosedale Park for the first time since 2015. Also leases for Beadles and Beads and Moana Shave Ice are complete.

Our market review results are very positive. 14 commercial real estate transaction in the downtown were recorded in the Quarter. A large Industrial Expansion occurred. Current real estate vacancy rates for the Town are:

- Downtown Commercial Vacancy 5%-6%
- Industrial 3%
- Highway Commercial 18%

Film – Three film related projects were serviced in Q2. One music video, one large series and one medium size movie production.

Initial planning with a film festival was also completed. We are targeting 2022 for a potential date.

Extend Tourism Season Strategy – This Strategic Priority is about increasing our efforts to attract visitors in the September to March low season in the Valley. An initial draft of the Strategy is complete. It contains ideas and tasks in three main categories: capital projects, events & promotion, and policy.

Merchandise Sales – Work completed in quarter two includes current inventory counts, invoice reconciliation, and identifying potential vendors to sell the merchandise. We are currently working on the payment system to enable transitions and process improvement.