

# Town of Drumheller COUNCIL MEETING AGENDA

Monday, June 22, 2020 at 4:30 PM  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, Alberta



Page

**1. CALL TO ORDER**

**2. MAYOR'S OPENING REMARK**

**3. ADOPTION OF AGENDA**

- 3.1. Agenda for the June 22, 2020 Regular Council Meeting

*Motion:*

*That Council adopt the agenda for the June 22, 2020 Regular Council Meeting as presented.*

**4. MINUTES**

**4.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES**

3 - 6

- 4.1.1. Minutes for the June 8, 2020 Regular Council Meeting as presented.

*Motion:*

*That Council adopt the minutes for the June 8, 2020 Regular Council Meeting as presented.*

[Regular Council - 08 Jun 2020 - Minutes](#)

**4.2. MINUTES OF MEETING PRESENTED FOR INFORMATION**

7 - 16

- 4.2.1. Municipal Planning Commission Meeting Minutes of May 21, 2020

*Motion:*

*That Council accept the minutes of the May 21, 2020 Municipal Planning Commission meeting for information.*

[Municipal Planning Commission Minutes 5 - May 21 2020 - signed](#)

**5. REQUEST FOR DECISION REPORTS**

**5.1. CHIEF ADMINISTRATIVE OFFICER**

17

- 5.1.1. Council Meeting Schedule Update - For Consideration

[Council Meeting Schedule Update](#)

**5.2. CHIEF RESILIENCY & FLOOD MITIGATION OFFICE**

18 - 30

- 5.2.1. Financial Report

[20200615 DRFMPProgram Financial Report](#)

31 - 46

- 5.2.2. Flood Mitigation and Climate Adaptation Presentation - 2020 Semi Annual Report

[Flood Mitigation & Climate Adaptation - 2020 Semi Annual Report](#)

**5.3. DIRECTOR OF INFRASTRUCTURE SERVICES**

47 - 48

- 5.3.1. Request for Decision - 1st Avenue Name Change to Riverside Drive

*Motion:*

*That Council moves to approve the renaming of the portion of 1st Avenue West from Centre Street West to 2nd Street West as "Riverside Drive West".*

[RFD - Rename a Portion of 1st Ave West to Riverside Drive West 2020](#)

49 - 54

- 5.3.2. Adjustments to the SeeClickFix App  
[SeeClickFix Adjustments](#)

**6. CLOSED SESSION**

- 6.1. Legal - Utility Bill Update  
6.2. Labour Matters

*Motion:*

*That Council close the meeting to the public to discuss labour matters and the utility bill update per FOIP Section Section 24(1) and 27(c).*

**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

**June 8, 2020, 2020 at 4:30 PM**  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, AB, T0J 0Y4



**PRESENT:**

**MAYOR:**

Heather Colberg

**COUNCIL:**

Kristyne DeMott

Jay Garbutt

Lisa Hansen-Zacharuk

Tony Lacher

Fred Makowecki

Tom Zariski

**CHIEF ADMINISTRATIVE OFFICER:**

Darryl Drohomerski

**CHIEF RESILIENCY & FLOOD MITIGATION OFFICER:**

Darwin Durnie

**DEPUTY CAO / DIRECTOR OF CORPORATE SERVICES:**

**DIRECTOR OF EMERGENCY AND PROTECTIVE SERVICES:**

**DIRECTOR OF INFRASTRUCTURE SERVICES:**

**COMMUNICATIONS OFFICER:**

Julia Fielding

**MANAGER OF ECONOMIC DEVELOPMENT:**

Sean Wallace

**RECORDING SECRETARY:**

Denise Lines

**ABSENT:**

Greg Peters

Dave Brett

**1. CALL TO ORDER**

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

**2. MAYOR'S OPENING REMARK**

- 2.1. National Aboriginal History Month  
Mayor Colberg proclaimed the month of June National Aboriginal History Month.
- 2.2. GenNow: K. DeMott read a statement of support for the Black Lives Matter movement.

**3. ADOPTION OF AGENDA**

- 3.1. Agenda for the June 8, 2020 Regular Council Meeting

**M2020.156** Move by Zariski and Hansen-Zacharuk that Council adopt the agenda for June 8, 2020 Regular Council Meeting as presented.

CARRIED UNANIMOUSLY

**4. MINUTES**

**4.1. ADOPTION OF MEETING MINUTES**

- 4.1.1. Minutes for the May 25, 2020 Regular Council Meeting as presented.

**M2020.157** Moved by Garbutt, Lacher that Council adopt the minutes for the May 25, 2020 Regular Council Meeting as presented

CARRIED UNANIMOUSLY

- 4.1.2. Minutes for the June 1, 2020 Special Council Meeting as presented.

**M2020.158** Moved by Hansen-Zacharuk, Makowecki that Council adopt the minutes for the June 1, 2020 Special Council Meeting as presented.

CARRIED UNANIMOUSLY

**5. DELEGATIONS**

- 5.1. Presentation by Travel Drumheller on Post-Covid Tourism  
Chair of Travel Drumheller R. Semchuk, presented information on what the Covid-10 Short Term objectives were for Travel Drumheller. R.Semchuk also



Regular Council Meeting Minutes  
June 8, 2020

gave an overview of the strategies for welcoming visitors back to Drumheller safely including marketing examples. A request was made to discuss sustainable funding models and associated subject matter. Mayor Colberg requested a motion to go to a closed meeting. Time: 4:48pm

**M2020.159** Moved by Hansen-Zacharuk, DeMott to enter a closed meeting.

CARRIED UNANIMOUSLY

**M2020.160** Moved by Lacher, DeMott to end the closed meeting; 5:04pm

CARRIED UNANIMOUSLY

RECESS Start: 5:04pm  
RECESS End: 5:10pm

**5.1. CHIEF ADMINISTRATIVE OFFICER**

5.1.1. Borrowing Bylaw 11-20  
Increase the line of credit for the Borrowing Bylaw.

**M2020.161** Moved by Garbutt, Zariski that Council give first reading to Borrowing Bylaw 11.20 as presented.

CARRIED UNANIMOUSLY

**M2020.162** Moved by Garbutt, Hansen-Zacharuk that Council give second reading to Borrowing Bylaw 11.20 as presented.

A discussion regarding the benefits of utilizing an operating line of credit, the reason to increase the line of credit and accounting best practices for the Municipality.

CARRIED UNANIMOUSLY

**M2020.163** Moved by Garbutt, Hansen-Zacharuk that Council wave no objection to third reading of Borrowing Bylaw 11.20 as presented.

**M2020.164** Moved by Garbutt, Hansen-Zacharuk that Council give third reading of Borrowing Bylaw 11.20 as presented.

CARRIED UNANIMOUSLY

**5.2. CHIEF RESILIENCY & FLOOD MITIGATION OFFICER**

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5.2.1. Covid - 19 Response and Financial Summary

D. Durnie presented an overview and power point presentation of the outcomes achieved through the Emergency Operations Centre during the COVID-19 response in regards to staff, technology/equipment and the community.

B. Jenkins presents an overview and power point presentation outlining the projected expenses of the COVID-19 Emergency Response.

Comments, discussion and questions from Council for D. Durnie and B. Jenkins about each of the presentations.

**6. CLOSED SESSION**

6.1. Records Retention

6.2. Covid-19 Response - Labour Matter

**M2020.165** Moved by Zariski, Hansen-Zacharuk that Council close the meeting to the public to labour matters and records retention per Section 21(1) and 18(1), FOIP, respectively.

**M2020.166** Moved by Lacher, Makowecki that Council come out of the closed meeting.

**M2020.167** Moved by Hansen-Zacharuk, Lacher to adjourn the meeting. Time: 8:07pm

CARRIED UNANIMOUSLY

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Chief Administrative Officer

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Mayor



# **DRUMHELLER**

**COMMUNITY SERVICES**



**Municipal Planning Commission  
MINUTES  
Meeting of Thursday May 21, 2020**

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**Present:** Darryl Drohomerski, CAO/Development Officer  
Sean Wallace, Economic Development Manager  
Linda Taylor, Recording Secretary  
Tom Zariski, Chair - Councillor/Member  
Tony Lacher, Councillor/Member  
Sharon Clark, Vice Chair  
Shelley Rymal, Member - online  
Stacey Gallagher, Member - online  
Andrew Luger, Member - online  
Darwin Durnie - Interim Chief Resiliency & Flood Mitigation Officer – online  
Denise Lines – Administrative Assistant

**Absent:** Scott Kuntz, Member - Regrets  
Devin Diano , Palliser Regional Municipal Services Representative – Planner - Regrets

**Invitees:** 403-823-3710 – unknown – online  
Bob Sheddy – online  
Ramesh Somasundaram & family

**1.0 CALL TO ORDER – 12:05 pm**

T. Zariski presented the Agenda for the May 21, 2020 meeting.

**1.1 Agenda – Additions, Deletions or Amendments**

**Addition** - none  
**Deletion** - none  
**Amendment** – none

**1.2 Acceptance of Agenda**

**Motion:** - S. Clark moved to accept the agenda for May 21, 2020 meeting  
**Second:** – A. Luger - Carried

**2.0 MINUTES FROM PREVIOUS MEETINGS**

2.1 May 7, 2020

**Motion:** S. Rymal moved to accept the minutes of May 7, 2020  
**Second:** – S. Gallagher - Carried

2.2 Summary of Development Permits

**Motion:** T. Lacher moved to accept the Summary of Development Permits  
**Second:** – S. Clark - Carried



# DRUMHELLER

COMMUNITY SERVICES



## **3.0 DEVELOPMENT PERMITS**

### **3.1 T00031-20D – Mobile Vendor – Kings Ice Cream**

D. Drohomerski presented Development Permit T00031-20D submitted by Applicant for a mobile vendor for Kings Ice Cream at multiple locations HooDoos, Spray Park, Suspension Bridge, & Newcastle Beach areas in Drumheller on Town of Drumheller property. Zoning is CS – Community Service District.

D. Drohomerski advised Kings Ice Cream would like to sell ice cream products at the HooDoos, Spray Park, Suspension Bridge, Newcastle Beach in 2020. These areas will only become available with the opening of said parks due to Covid-19 restrictions for social gatherings. At this time only the Hoodoos and Rotary Park are open to the public without services.

Municipal Planning Commission discussed the application. Invitee Ramesh, spoke to Kings Ice Cream also wanting to add vendor routes through the residential areas of the Drumheller area.

**Motion:** T. Lacher moved to approve presented Development Permit T00031-20D submitted by Applicant for a mobile vendor for Kings Ice Cream at multiple locations HooDoos, Spray Park, Suspension Bridge, & Newcastle Beach areas & residential route(s) in Drumheller on Town of Drumheller property subject to the following conditions;

1. Vendor shall provide the Development Officer with a current Alberta Health Services Food Handling Permit.
2. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
3. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
4. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
5. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
6. Vendor shall conform to Town of Drumheller Land Use Bylaw 10-08.
7. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 06-19.
8. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
9. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 10-08 will be allowable at the discretion of the Municipal Planning Commission. Any other signage will require an additional Development permit.
10. Vendor shall provide garbage and recycling receptacles at the Mobile Vending Unit. Each night the garbage and receptacles are to be emptied and the site around the Unit is to be cleaned up.
11. Vendor shall not discard water from the daily activities, on the Unit site; it shall be discarded in the appropriate manner.
12. Vendor shall place piece(s) of plywood (i.e. 2 foot by 4 foot) under any wheel(s) to displace the weight of the Unit so not to create ruts in grassy areas.
13. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
14. **Residential route(s) to be submitted to the Development Officer for approval.**
15. This permit expires on December 31, 2020.

**Second:** A. Luger - Carried



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### **3.2 T00040-20D – Applicant – Back Deck**

D. Drohomerski presented Development Permit T00040-20D submitted by Applicant for back deck located at 601 2 Avenue, Nacmine on Plan 3324ER; Block 2; Lot 11. Zoning is R1 – Residential District.

D. Drohomerski advised applicant would like to remove the existing deck and replace with a wraparound deck from the side entrance of the home. Current photos show stairs from the door and terminating at the fence. The new deck will be approximately .9 meter (3 feet) high at the fence line. This is not inconsistent with the other raised decks in the neighbourhood, although most deck entrance are from the rear of the building, the the side. In order to accommodate the safety of the entrance, the deck is proposed to be approximately 10 inches from the east property line, which requires a variance approval by Municipal Planning Commission.

Municipal Planning Commission discussed the application. The side deck serves as a walk way to exit from the side door, this then steps down to the main deck at the rear of the yard.

**Motion:** S. Gallagher moved to approve Development Permit T00040-20D submitted by Applicant for back deck located at 601 2 Avenue, Nacmine on Plan 3324ER; Block 2; Lot 11, subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to Town of Drumheller Community Standards Bylaw 06-19
3. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
4. Placement of construction as per plot plan submitted.
5. Should the deck height be .6 meter (24 inches) or higher at any point, a building permit will be required.
6. Should a hot tub be installed a building permit and electrical permit are required.
7. Should the deck be enclosed or have a roof a building permit will be required
8. External finished appearance of the proposed construction to be compatible with that of existing development.
9. Any changes in the proposed development as approved; the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
10. Contractor(s) to have a valid Business License with the Town of Drumheller.
11. Contact Alberta One-Call 1-800-242-3447 to request that buried utilities be located and marked; secondary utilities are the property owners responsibility.

**Second:** S. Rymal – Carried.

### **3.3 T00042-20D – Home Occupation – E & N Cleaning Service**

D. Drohomerski presented Development Permit T00042-20D submitted by Applicant for home occupation located at 726 Bankview Drive, Drumheller on Plan 7810123; Block 2; Lot 2. Zoning is R1 – Residential District.

D. Drohomerski advised the applicant would like to establish a home office for a cleaning service business. Minimal supplies and equipment will be stored in the on site garage.

Municipal Planning Commission discussed the application.

**Motion:** A. Luger moved to approve Development Permit T00042-20D submitted by Applicant for home occupation located at 726 Bankview Drive, Drumheller on Plan 7810123; Block 2; Lot 2, subject to the following conditions;

1. Shall conform to Land Use Bylaw 10-08.



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2. Shall conform to the Town of Drumheller Community Standards Bylaw (06-19).
3. An Annual Business License is required.
4. Where the applicant for the home occupation is not the registered owner of the dwelling unit; the applicant shall provide written authorization from the registered owner(s).
5. There shall be no outside storage of materials, commodities or finished products.
6. Signing is restricted to one sign per site attached to the building with a maximum size of 0.9 m (10 sq. ft.). Appearance of the sign shall be of a professional quality to the satisfaction of the Development Officer. Any variation shall be subject to a separate development permit application.
7. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Authority.
8. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
9. Home Occupations shall be revocable at any time by the Development Authority, if the use is or has become detrimental to the amenities of the neighborhood.
10. A commercial vehicle shall be subject to approval, and shall not be detrimental to the residential character of the neighborhood.

**Second:** S. Gallagher – Carried

### **3.4 T00043-20D – Applicant – Detached Garage with Variances**

D. Drohomerski presented Development Permit T00043-20D submitted by Applicant for detached garage with car port with variances located at 100 Poplar Street, Drumheller on Plan 4317CQ; Block 2; Lot 12. Zoning is R-1A – Residential District.

D. Drohomerski advised the applicant wishes to construct a combination garage / carport as a detached structure on this property. There will be approximately 3 feet on each side yard setback. The allowable side yard setback is 1.0 meter (3.2 feet). The proposed height of 16 feet is one foot higher than permitted for an accessory building. The enclosed garage area is 476 square feet and the carport is 280 square feet for a total floor space of 756 square feet. The maximum allowable size for an accessory building must be lessor of 728 square feet of 15% of lot coverage of 3960 square feet or 594 square feet. MPC may approve, as the accessory building is smaller than the principle structure and it does confirm with other structures in the area on similar sized lots.

In 2018, MPC approved a full garage of a similar size to this structure at this same location that did not proceed with the previous owner.

Municipal Planning Commission discussed the application. Was a circulation of neighboring properties done, no circulation done. This structure would assist in blocking noise from the car wash across the alley.

**Motion:** T. Lacher moved to approve Development Permit T00043-20D submitted by Applicant for detached garage with car port with variances to height 16 feet from 15 feet, variance on lot coverage from 15% to 19%, variance on size to 756 square feet for footprint located at 100 Poplar Street, Drumheller on Plan 4317CQ; Block 2; Lot 12, subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw (06-19).
3. Placement of construction as per plot plan submitted.
4. Construction to be in accordance with the Alberta Building Code.
5. All necessary permits (building, electrical, gas,etc) to be in place prior to construction/installations.





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6. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services. (Call 823.1330 for the regulations).
7. Exterior finished appearance of the proposed construction to be compatible with that of existing development and to the satisfaction of the Development Authority.
8. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Authority. An additional development permit may be necessary.
9. Must conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
10. Contractor(s) to have a valid Business License with the Town of Drumheller.
11. Contact Alberta One-Call to request that buried utilities be located and marked before you dig; secondary utilities are the property owners responsibility. 1-800-242-3447 Alberta One-Call
12. Prior to construction, establishment of property lines must occur through either a survey by a registered land surveyor or by locating the property markers (steel pins). A real property report may also be used to establish property lines.

**Second:** A. Luger – Vote 5 approved, 1 opposed. Opposed, as no circulation was done.

### **3.5 T00046-20D – Home Occupation – CurtCan Services**

D. Drohomerski presented Development Permit T00046-20D submitted by Applicant for home occupation located at 5 Greenwood Villa, Drumheller on Plan 8011276; Block A. Zoning is MHP – Manufactured Home Park Residential District.

D. Drohomerski advised the applicant would like to establish a home office for a delivery / courier service business. No work will be on site, other than storage of vehicle.

Municipal Planning Commission discussed the application.

**Motion:** S. Gallagher moved to approve Development Permit T00046-20D submitted by Applicant for home occupation located at 5 Greenwood Villa, Drumheller on Plan 8011276; Block A, subject to the following conditions;

1. Shall conform to Land Use Bylaw 10-08.
2. Shall conform to the Town of Drumheller Community Standards Bylaw (06-19).
3. An Annual Business License is required.
4. Where the applicant for the home occupation is not the registered owner of the dwelling unit; the applicant shall provide written authorization from the registered owner(s).
5. There shall be no outside storage of materials, commodities or finished products.
6. Signing is restricted to one sign per site attached to the building with a maximum size of 0.9 m (10 sq. ft.). Appearance of the sign shall be of a professional quality to the satisfaction of the Development Officer. Any variation shall be subject to a separate development permit application.
7. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Authority.
8. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
9. Home Occupations shall be revocable at any time by the Development Authority, if the use is or has become detrimental to the amenities of the neighborhood.
10. A commercial vehicle shall be subject to approval, and shall not be detrimental to the residential character of the neighborhood.

**Second:** A. Luger – Carried



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### **3.6 T00048-20D – Mobile Vendor – Dino Store**

D. Drohomerski presented Development Permit T00048-20D submitted by Applicant for a mobile vendor for Dino Store at multiple locations HooDoos, Spray Park, Suspension Bridge, North and South Entrance to Town of Drumheller & Newcastle Beach areas in Drumheller on Town of Drumheller property. Zoning is CS – Community Service District.

D. Drohomerski advised Dino Store would like to establish a kiosk location to sell dinosaur style tshirts and other appropriate items. The locations proposed include the HooDoos, Rotary Park, Suspension Bridge, Newcastle Beach, the North & South Entrances in to Drumheller. The entrances in to the Town of Drumheller are not under the jurisdiction of the Municipality but of Alberta Transportation; authorization would have to be from Alberta Transportation. The areas will only become available with the opening of said parks due to Covid-19 restrictions for social gatherings. At this time only the Hoodoos and Rotary Park are open to the public without services.

Municipal Planning Commission discussed the application.

**Motion:** S. Gallagher moved to approve presented T00048-20D submitted by Applicant for a mobile vendor for Dino Store at multiple locations HooDoos, Spray Park, Suspension Bridge & Newcastle Beach areas in Drumheller on Town of Drumheller property subject to the following conditions;

1. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
2. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
3. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
4. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
5. Vendor shall conform to Town of Drumheller Land Use Bylaw 10-08.
6. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 06-19.
7. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
8. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 10-08 will be allowable at the discretion of the Municipal Planning Commission. Any other signage will require an additional Development permit.
9. Vendor shall provide garbage and recycling receptacles at the Mobile Vending Unit. Each night the garbage and receptacles are to be emptied and the site around the Unit is to be cleaned up.
10. Vendor shall not discard water from the daily activities, on the Unit site; it shall be discarded in the appropriate manner.
11. Vendor shall place piece(s) of plywood (i.e. 2 foot by 4 foot) under any wheel(s) to displace the weight of the Unit so not to create ruts in grassy areas.
12. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
13. This permit expires on December 31, 2020.

**Second:** A. Luger - Carried





**3.7 T00049-20D – Valley Brewing – Patio Extension**

D. Drohomerski presented Development Permit T00049-20D submitted by Applicant for Patio Extension at Valley Brewing located at 242 3 Avenue West, Drumheller on Plan 2691BC; Block 22; Lot 7. Zoning is C-B – Central Commercial District.

D. Drohomerski advised the applicant successfully operated a patio adjacent to their brew house in 2019. Because the land the patio is located on, is owned by a third party and leased to the Town of Drumheller, a one-year lease was offered at the time. The brew house would like to renew the agreement and expand the patio towards the front of the building, again partially on land leased by the town. The Development Officer supports this application and recommends renewal for a five-year period instead of one year. Also noted there is no street access and fencing is a requirement by AGLC. The length of the Patio has flower beds and a covered pergola the prevent a wider deck.

Municipal Planning Commission discussed the application.

**Motion:** S. Gallagher moved to approve presented Development Permit T00049-20D submitted by Applicant for Patio Extension at Valley Brewing located at 242 3 Avenue West, Drumheller on Plan 2691BC; Block 22; Lot 7 subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw (06-19).
3. A confirmation of the approval of patio extension from AGLC is to be provided to the Development Officer.
4. All necessary permits (building, electrical, plumbing, etc) to be in place prior to any construction/installation.
5. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
6. Development to conform and meet the requirements of the Regional Fire and Health Authority. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire and Health Authority that the building is occupiable for such purposes.
7. Applicant to ensure authorization from the property owner is obtained prior to any renovation/modification.
8. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development application may be necessary.
9. Development application is required for signage placement and made under separate application prior to placement.
10. Applicant to ensure any/all modifications to water/sewer services to the satisfaction of the Town of Drumheller. Please contact Utilities Manager at 403-823-1330 for approval and specifications.
11. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
12. Annual Business License is required.
13. Applicants are fully responsible for the construction, removal, and storage of any structures associated with the License area.
14. The Applicant enter into an agreement with the Town of Drumheller with regards to encroachment on to the neighbouring property.
15. The patio will be removed if:
  - o The property is sold
  - o The applicant's business is sold
  - o Suncor requests to have the patio removed
  - o The Town requests to have the patio removed

**Second:** S. Rymal - Carried



**3.8 T00050-20D – McMan Youth, Family Community Services Assoc. - Occupancy**

D. Drohomerski presented Development Permit T00050-20D submitted by McMan Youth, Family Community Services Association for Occupancy located at 601 7 Street East, Drumheller on Plan 1734JK; Block T. Zoning is CS – Community Service District.

D. Drohomerski advised McMan Youth, Family Community Services Association is responsible for the provision of government funded services in the Drumheller Region. They wish to establish a hub-type facility that eventually could be a “one-stop” shop for all types of community social services. The existing zoning CS - Community Service District and a quasi-public building is considered a discretionary use in this area. The development officer recommends approval of this application.

Municipal Planning Commission discussed the application.

**Motion:** A. Luger moved to approve presented Development Permit T00050-20D submitted by McMan Youth, Family Community Services Association for Occupancy located at 601 7 Street East, Drumheller on Plan 1734JK; Block T subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw (06-19).
3. All necessary permits (building, electrical, plumbing, etc) to be in place prior to any construction/installation.
4. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
5. Development to conform and meet the requirements of the Regional Fire. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire that the building is occupiable for such purposes.
6. Applicant to ensure authorization from the property owner is obtained prior to any renovation/modification.
7. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development application may be necessary.
8. Development application is required for signage placement and made under separate application prior to placement.
9. Applicant to ensure any/all modifications to water/sewer services to the satisfaction of the Town of Drumheller. Please contact Utilities Manager at 403-823-1330 for approval and specifications.
10. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.
11. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. Separate containment must be provided for the disposal and recycling of cardboard materials.
12. Annual Business License is required.

**Second:** S. Gallagher - Carried



**3.9 T00051-20D – Mobile Vendor – Onkel Eis Cream**

D. Drohomerski presented Development Permit T00051-20D submitted by Applicant for a mobile vendor for Onkel Eis Cream at multiple locations HooDoos, Spray Park, Suspension Bridge, & Newcastle Beach areas along with residential route(s) in Drumheller on Town of Drumheller property. Zoning is CS – Community Service District.

D. Drohomerski advised Onkel Eis Cream would like to sell ice cream products at the HooDoos, Spray Park, Suspension Bridge, Newcastle Beach in 2020. These areas will only become available with the opening of said parks due to Covid-19 restrictions for social gatherings. At this time only the Hoodoos and Rotary Park are open to the public without services.

Municipal Planning Commission discussed the application.

**Motion:** S. Clark moved to approve presented Development Permit T00051-20D submitted by Applicant for a mobile vendor for Onkel Eis Cream at multiple locations HooDoos, Spray Park, Suspension Bridge, & Newcastle Beach areas along with residential route(s) in Drumheller on Town of Drumheller property subject to the following conditions;

1. Vendor shall provide the Development Officer with a current Alberta Health Services Food Handling Permit.
2. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
3. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
4. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
5. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
6. Vendor shall conform to Town of Drumheller Land Use Bylaw 10-08.
7. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 06-19.
8. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
9. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 10-08 will be allowable at the discretion of the Municipal Planning Commission. Any other signage will require an additional Development permit.
10. Vendor shall provide garbage and recycling receptacles at the Mobile Vending Unit. Each night the garbage and receptacles are to be emptied and the site around the Unit is to be cleaned up.
11. Vendor shall not discard water from the daily activities, on the Unit site; it shall be discarded in the appropriate manner.
12. Vendor shall place piece(s) of plywood (i.e. 2 foot by 4 foot) under any wheel(s) to displace the weight of the Unit so not to create ruts in grassy areas.
13. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
14. **Residential route(s) to be submitted to the Development Officer for approval.**
15. This permit expires on December 31, 2020.

**Second:** T. Lacher - Carried



# **DRUMHELLER**

**COMMUNITY SERVICES**



**4.0 PALLISER REGIONAL MUNICIPAL SERVICES**

**5.0 OTHER DISCUSSION ITEMS**

**6.0 Adjournment – Meeting adjourned by T. Lacher at 12:53 pm.  
Second by A. Luger - Carried**

  
\_\_\_\_\_  
**Chairperson**

  
\_\_\_\_\_  
**Development Officer**

**Attachments:** Agenda



<b>2020 Regular Council Meetings</b>
June 8
June 22
July 6
July 20
Tuesday, August 4
August 17
August 31
September 14
September 28
Tuesday, October 13
October 26
November 9
November 23
December 7
December 21

<b>2020 Council Committee Meetings</b>
June 15
Cancelled <del>June 29</del>
Cancelled <del>July 13</del>
Cancelled <del>July 27</del>
Cancelled <del>August 10</del>
Cancelled <del>August 24</del>
Tuesday, September 8
September 21
October 5
October 19
November 2
November 16
November 30
December 14

**Town of Drumheller  
Drumheller Resiliency and Flood Mitigation Program (DRFM Program)  
Program Financial Model  
Overall Project Summary  
June 15, 2020**

	Total		2019 Actual	2020			2021 Revised Estimate	2022 Revised Estimate	2023 Revised Estimate	2024 Revised Estimate	
	Estimate			Budget	Estimate	To Date					
	Initial	Revised									To Date
<b>Revenue</b>											
DMAF Program Funding	\$22,000,000	\$22,000,000		\$8,000,000	\$8,195,026	\$0	\$5,804,974	\$3,520,000	\$4,480,000		
AB Environment Property Buy Out	\$20,000,000	\$20,000,000	\$20,000,000	\$20,000,000	\$20,000,000	\$20,000,000					
Community Resiliency Program											
East Midland, Newcastle Projects	\$3,211,000	\$3,211,000	\$3,211,000	\$3,211,000							
Central Drumheller Project	\$3,202,600	\$3,202,600	\$3,202,600	\$3,202,600							
	\$6,413,600	\$6,413,600	\$6,413,600	\$6,413,600							
Interest - General Project Fund		\$337,745	\$315,460	\$262,114		\$74,971	\$53,346	\$31,073	\$12,640	-\$26,688	-\$16,364
Interest - Land Acquisition Fund		\$323,407	\$29,934			\$208,228	\$29,934	\$101,602	\$12,605	\$972	
DMA Regionalization Grant	\$30,000	\$30,000	\$30,000	\$30,000							
Town of Drumheller (In Kind)		\$81,018	\$81,018	\$81,018							
Town of Drumheller Cash Contribution	\$5,000,000	\$5,000,000	\$0		\$0		\$1,500,000	\$2,500,000	\$1,000,000		
	<b>\$53,443,600</b>	<b>\$54,185,770</b>	<b>\$26,870,012</b>	<b>\$6,786,732</b>	<b>\$28,000,000</b>	<b>\$28,478,224</b>	<b>\$20,083,280</b>	<b>\$7,437,650</b>	<b>\$6,045,244</b>	<b>\$5,454,284</b>	<b>-\$16,364</b>
<b>Program and Project Expense</b>											
01 General Program	\$2,349,058	\$2,240,914	\$432,714	\$235,665	\$617,736	\$612,889	\$197,049	\$443,665	\$434,945	\$248,869	\$264,881
21 Indigenous Consultation	\$201,210	\$184,461	\$26,106	\$9,461	\$175,000	\$175,000	\$16,645				
41 Land Acquisition	\$20,000,000	\$20,323,383	\$145,584	\$10,927	\$12,172,538	\$12,805,056	\$134,657	\$6,446,093	\$987,307	\$74,000	\$0
60 Infrastructure	\$30,893,332	\$30,726,997	\$614,370	\$74,052	\$6,220,620	\$6,275,620	\$540,318	\$9,684,363	\$8,198,549	\$6,361,538	\$132,875
76 Flood Operations Center		\$140,018	\$131,248	\$81,018		\$54,000	\$50,230	\$5,000			
81 Master Engineering Design, Assessment of Planning Impact		\$405,000	\$25,560	\$0		\$405,000	\$25,560				
91 Passive Warning System		\$165,000	\$35,554			\$160,000	\$35,554	\$5,000			
	<b>\$53,443,600</b>	<b>\$54,185,772</b>	<b>\$1,411,136</b>	<b>\$411,123</b>	<b>\$19,185,894</b>	<b>\$20,487,565</b>	<b>\$1,000,014</b>	<b>\$16,584,121</b>	<b>\$9,620,801</b>	<b>\$6,684,407</b>	<b>\$397,756</b>
<b>Project Management Services</b>											
Expense	\$2,420,000	\$2,304,600	\$463,390	\$144,125	\$610,000	\$704,000	\$319,265	\$454,000	\$384,000	\$384,000	\$232,875
Charged to Programs and Projects	\$2,420,000	\$2,302,389	\$462,778	\$143,514	\$610,000	\$704,000	\$319,265	\$454,000	\$384,000	\$384,000	\$232,875



**Town of Drumheller**  
**Drumheller Resiliency and Flood Mitigation Program (DRFM Program)**  
**Program Financial Model**  
**01 General Program Expense Estimates**  
**June 15, 2020**

**Expense**

**Administration Services**

Office Equipment

GL	Total			2019 Actual	2020			2021	2022	2023	2024	
	Estimate		To Date		Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate	
	Initial	Revised										
Admin Workstation	5517	\$4,420	\$4,420	\$4,310		\$4,420	\$4,420	\$4,310				
Shredder	5516	\$295	\$295	\$295		\$295	\$295	\$295				
Network Equipment	5517	\$5,500	\$5,500	\$5,850		\$5,500	\$5,500	\$5,850				
		\$10,215	\$10,215	\$10,455		\$10,215	\$10,215	\$10,455	\$0	\$0	\$0	\$0

Services

Telephone	5216		\$750	\$196			\$750	\$196				
Computer Network	5275	\$3,722	\$0	\$0			\$0					
Firewall	5275	\$9,499	\$9,499	\$0		\$1,771	\$1,771	\$1,932	\$1,932	\$1,932	\$1,932	
11 x 17 format Printer, scanner, copier, finisher, wireless access				\$0								
Lease - 48 months @ 223	5262	\$7,872	\$7,872	\$658		\$1,968	\$1,968	\$658	\$1,968	\$1,968	\$1,968	\$0
wireless, internet access	5262	\$1,500	\$1,500	\$0		\$1,500	\$1,500					
Copy Charges	5223	\$2,000	\$2,000	\$1,296		\$400	\$400	\$1,296	\$400	\$400	\$400	\$400
		\$24,593	\$21,621	\$2,151	\$0	\$5,639	\$6,389	\$2,151	\$4,300	\$4,300	\$4,300	\$2,332

Internet Cloud Services

TeamDesk Database			\$1,200	\$404			\$1,200	\$404				
Sage 50 Accounting Services			\$625	\$624			\$625	\$624				
G Suite Signup		\$0	\$17	\$17			\$17	\$17				
G Suite: up to 15 users @ \$12/month		\$6,877	\$7,108	\$1,516		\$2,160	\$2,500	\$1,516	\$2,160	\$1,440	\$864	\$144
	5226	\$6,877	\$8,950	\$2,561	\$0	\$2,160	\$4,342	\$2,561	\$2,160	\$1,440	\$864	\$144

Other Equipment and Services

Travel	5217	\$150	\$0	\$150			\$0	\$150				
Allowance	5299	\$19,000	\$17,000	\$0		\$10,000	\$8,000	\$5,000	\$2,000	\$2,000	\$2,000	\$0
Office Supplies	5515	\$5,057	\$5,068	\$195	\$68	\$2,000	\$2,000	\$126	\$1,000	\$1,000	\$500	\$500
Technical Services	5249	\$4,000	\$4,000	\$126		\$1,000	\$1,000	\$126	\$1,000	\$1,000	\$1,000	\$0
Records Management	5239	\$20,000	\$5,000	\$0		\$20,000	\$5,000	\$0	\$0	\$0	\$0	\$0
Outfitting Flood Operations Center (To Own Project 76)	5621	\$30,000	\$0	\$0		\$30,000	\$0	\$0	\$0	\$0	\$0	\$0
		\$78,207	\$31,068	\$471	\$68	\$63,000	\$16,000	\$402	\$7,000	\$4,000	\$3,500	\$500

**Total Administration Services and Goods**

		\$119,892	\$71,855	\$15,638	\$68	\$81,014	\$36,946	\$15,569	\$13,460	\$9,740	\$8,664	\$2,976
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**Town of Drumheller**  
**Drumheller Resiliency and Flood Mitigation Program (DRFM Program)**  
**Program Financial Model**  
**01 General Program Expense Estimates**  
**June 15, 2020**

GL	Total			2019 Actual	2020			2021	2022	2023	2024
	Estimate		To Date		Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate
	Initial	Revised						Estimate	Estimate	Estimate	Estimate
<b>Professional Services</b>											
Green House Gas Emissions Assessment	5233	\$50,000	\$50,000	\$0		\$50,000	\$50,000				
Management and Financial Audit	5231	\$50,000	\$100,000	\$1,800		\$10,000	\$20,000	\$1,800	\$20,000	\$20,000	\$20,000
Development of operations manuals for dikes	5233	\$150,000	\$150,000	\$0			\$0		\$75,000	\$75,000	\$0
Flood Exercise - Sweet Tech	5239		\$4,900	\$4,900	\$4,900						
Flood Mitigation Road Map - Tesera	5239	\$25,000	\$25,000	\$10,463	\$10,463	\$14,538	\$14,538	\$0	\$0	\$0	\$0
Integration with Municipal Emergency Plan	5299	\$10,000	\$10,000	\$0				\$10,000	\$0	\$0	\$0
Regional Emergency Response Plan (existing \$30,000 ADMA Regionalization Grant Funding)	5299	\$50,000	\$50,000	\$0				\$50,000	\$0	\$0	\$0
		<b>\$335,000</b>	<b>\$389,900</b>	<b>\$17,163</b>	<b>\$15,363</b>	<b>\$74,538</b>	<b>\$84,538</b>	<b>\$1,800</b>	<b>\$155,000</b>	<b>\$95,000</b>	<b>\$20,000</b>
<b>Communications and Engagement</b>											
Fibre Optic, Telephone	5212	\$15,900	\$15,900	\$0		\$3,300	\$3,300		\$3,600	\$3,600	\$3,600
<u>Web Site</u>											
Web Site Development		\$12,500	\$12,500	\$5,000	\$0	\$8,000	\$8,000	\$5,000	\$1,500	\$1,500	\$1,500
Domain Charges		\$175	\$175	\$0	\$0	\$35	\$35		\$35	\$35	\$35
Hosting Services		\$350	\$350	\$0	\$0	\$70	\$70		\$70	\$70	\$70
	5226	\$13,025	\$13,025	\$5,000	\$0	\$8,105	\$8,105	\$5,000	\$1,605	\$1,605	\$1,605
<u>Communication Materials / Events</u>											
Allowance for development, printing of communciation materials, advertising	5218	\$160,000	\$286,832	\$150,754	\$116,832	\$40,779	\$60,000	\$33,922	\$30,000	\$30,000	\$30,000
Advertisements	5221	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Annual and Final Reports	5223	\$60,224	\$50,224	\$478	\$224	\$20,000	\$10,000	\$254	\$10,000	\$10,000	\$10,000
		<b>\$220,224</b>	<b>\$337,056</b>	<b>\$151,232</b>	<b>\$117,056</b>	<b>\$60,779</b>	<b>\$70,000</b>	<b>\$34,175</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$40,000</b>
<b>Total Communications and Engagement</b>		<b>\$249,149</b>	<b>\$365,981</b>	<b>\$156,232</b>	<b>\$117,056</b>	<b>\$72,184</b>	<b>\$81,405</b>	<b>\$39,175</b>	<b>\$45,205</b>	<b>\$45,205</b>	<b>\$45,205</b>



**Town of Drumheller  
Drumheller Resiliency and Flood Mitigation Program (DRFM Program)  
Program Financial Model  
01 General Program Expense Estimates  
June 15, 2020**

GL	Total			2019 Actual	2020			2021	2022	2023	2024
	Estimate		To Date		Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate
	Initial	Revised									
<b>Master Engineering Design, Planning Impact</b> (Moved to Own Program 81)											
	Preparation of Design Master Plan, identification of impact on Town Land Use Planning										
	Allowance for contract services										
5675	\$200,000	\$0	\$0		\$100,000	\$0		\$0	\$0		
			\$0								
			\$0								
<b>Academic Research</b>											
	Allowance of funding for academic research of benefit to not only Drumheller but other communities at risk from flooding										
5299	\$175,000	\$175,000			\$75,000	\$75,000		\$50,000	\$50,000		
			\$0								
			\$0								
			\$0								
<b>Events, Conferences</b>											
	Major Public Events										
	\$150,000	\$150,000	\$0		\$50,000	\$50,000			\$50,000		\$50,000
	Regulator and Approval Sessions										
	\$0	\$0	\$0								
	Symposia										
	\$30,000	\$30,000	\$0		\$30,000	\$30,000					
	Other Events										
	\$30,000	\$30,000	\$0		\$5,000	\$5,000		\$5,000	\$10,000		\$10,000
5221	<b>\$210,000</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$85,000</b>	<b>\$85,000</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$60,000</b>	<b>\$0</b>	<b>\$60,000</b>
<b>Sub-total</b>											
	<b>\$1,289,041</b>	<b>\$1,212,736</b>	<b>\$189,032</b>	<b>\$132,487</b>	<b>\$487,736</b>	<b>\$362,889</b>	<b>\$56,545</b>	<b>\$268,665</b>	<b>\$259,945</b>	<b>\$73,869</b>	<b>\$114,881</b>
<b>Project Management Services</b>											
5671	\$1,060,000	\$1,028,178	\$243,683	\$103,178	\$130,000	\$250,000	\$140,505	\$175,000	\$175,000	\$175,000	\$150,000
<b>Total General Program Expense</b>											
	<b>\$2,349,041</b>	<b>\$2,240,914</b>	<b>\$432,714</b>	<b>\$235,665</b>	<b>\$617,736</b>	<b>\$612,889</b>	<b>\$197,049</b>	<b>\$443,665</b>	<b>\$434,945</b>	<b>\$248,869</b>	<b>\$264,881</b>

**Town of Drumheller**  
**Drumheller Resiliency and Flood Mitigation Program (DRFM Program)**  
**Program Financial Model**  
**02 Project Management Expense Estimates**  
**June 15, 2020**

GL Code	Total			2019 Actual	2020			2021	2022	2023	2024
	Estimate		To Date		Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate
	Initial	Revised									
<b>Total Estimated Fee under Services Contract</b>											
Minimum	75%	\$1,260,000									
Maximum	125%	\$2,100,000									
<b>Budget Appropriation</b>											
<b>Project Management Services</b>											
Total Established Fee		\$1,680,000	\$1,680,000								
Contingency	10%	\$168,000	\$168,000								
Total Project Management Fees	5671	<b>\$1,848,000</b>	<b>\$1,848,000</b>	\$419,776	\$127,252	\$600,000	\$292,524	\$350,000	\$300,000	\$300,000	\$170,748
<b>Reimbursable Expense</b>											
<u>Basic Allowances</u>											
Accommodation Allowance											
\$1,200 per month	5673		\$78,000	\$15,600	\$8,400	\$14,400	\$7,200	\$14,400	\$14,400	\$14,400	\$12,000
Vehicle Allowance											
\$800 per month	5672		\$53,600	\$10,400	\$5,600	\$9,600	\$4,800	\$9,600	\$9,600	\$9,600	\$8,000
<b>Total Allowances</b>		<b>\$72,000</b>	<b>\$131,600</b>	<b>\$26,000</b>	<b>\$14,000</b>	<b>\$0</b>	<b>\$24,000</b>	<b>\$12,000</b>	<b>\$24,000</b>	<b>\$24,000</b>	<b>\$20,000</b>
<u>Other Travel</u>	5674	\$200,000	\$200,000	\$17,191	\$2,873	\$50,000	\$14,318	\$55,000	\$35,000	\$35,000	\$22,127
<u>Expenses and Disbursements</u>											
Expenses and Disbursements		\$300,000	\$125,000	\$0		\$30,000		\$25,000	\$25,000	\$25,000	\$20,000
Other Accommodation	5675			\$423			\$423				
Total Expenses and Disbrsmnts		\$300,000	\$125,000	\$423	\$0	\$0	\$30,000	\$423	\$25,000	\$25,000	\$20,000
<b>Total Reimbursable Expense</b>		<b>\$572,000</b>	<b>\$456,600</b>	<b>\$43,614</b>	<b>\$16,873</b>	<b>\$0</b>	<b>\$104,000</b>	<b>\$26,741</b>	<b>\$104,000</b>	<b>\$84,000</b>	<b>\$84,000</b>
<b>Total Project Management Expense</b>		<b>\$2,420,000</b>	<b>\$2,304,600</b>	<b>\$463,390</b>	<b>\$144,125</b>	<b>\$610,000</b>	<b>\$704,000</b>	<b>\$319,265</b>	<b>\$454,000</b>	<b>\$384,000</b>	<b>\$384,000</b>

**Town of Drumheller**  
**Drumheller Resiliency and Flood Mitigation Program (DRFM Program)**  
**Program Financial Model**  
**02 Project Management Expense Estimates**  
**June 15, 2020**

GL Code	Total			2019 Actual	2020			2021	2022	2023	2024
	Estimate		To Date		Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate
	Initial	Revised									
<b>Allocation to Programs and Projects</b>											
01 General Program	\$1,060,000	\$1,028,178	\$250,229	\$103,178	\$130,000	\$250,000	\$147,051	\$175,000	\$175,000	\$175,000	\$150,000
21 Indigenous Consultation	\$25,000	\$31,109	\$8,370	\$6,109	\$25,000	\$25,000	\$2,261				
41 Land Program											
Non-Asset Land	\$247,000	\$128,653	\$9,389	\$653	\$130,000	\$50,000	\$8,736	\$45,000	\$20,000	\$13,000	\$0
Capital Land	\$247,000	\$128,653	\$9,389	\$653	\$130,000	\$50,000	\$8,736	\$45,000	\$20,000	\$13,000	\$0
Total Land	\$494,000	\$257,305	\$18,778	\$1,305	\$260,000	\$100,000	\$17,473	\$90,000	\$40,000	\$26,000	\$0
60 Infrastructure					\$195,000	\$280,000		\$179,000	\$169,000	\$183,000	\$82,875
61 Newcastle Midland			\$14,728				\$14,728				
62 General			\$140,077	\$32,922			\$107,155				
63 Central Drumheller			\$9,009				\$9,009				
75 Storm Water System			\$2,581				\$2,581				
Total Infrastructure	\$841,000	\$926,797	\$166,396	\$32,922	\$195,000	\$280,000	\$133,474	\$179,000	\$169,000	\$183,000	\$82,875
76 Flood Operations Center		\$9,000	\$3,642			\$4,000	\$3,642	\$5,000			
81 Master Engineering Design, Assement of Planning Impact		\$35,000	\$14,285			\$35,000	\$14,285				
91 Passive Warning System		\$15,000	\$1,079			\$10,000	\$1,079	\$5,000			
<b>Total Project Management Expense</b>	<b>\$2,420,000</b>	<b>\$2,302,389</b>	<b>\$462,778</b>	<b>\$143,514</b>	<b>\$610,000</b>	<b>\$704,000</b>	<b>\$319,265</b>	<b>\$454,000</b>	<b>\$384,000</b>	<b>\$384,000</b>	<b>\$232,875</b>

**Town of Drumheller**  
**Drumheller Resiliency and Flood Mitigation Program (DRFM Program)**  
**Program Financial Model**  
**21 Indigenous Consultations Expense Estimates**  
**June 15, 2020**

GL	Total		2019	2020			2021	2022	2023	2024
	Estimate			Actual	Budget	Estimate				
	Initial	Revised	To Date							
<b>Expense</b>										
<b>Land Services Contractor</b>										
	Scott Land and Lease - Consultation Process									
5239	\$95,810	\$70,106	\$12,649	\$506	\$69,600	\$69,600	\$12,143			
<b>Consultation Expense</b>										
	Allowance for general expenses in Consultation Process including First Nations expenses									
5294	\$80,400	\$83,247	\$5,087	\$2,847	\$80,400	\$80,400	\$2,240			
<b>Project Management</b>										
5671	\$25,000	\$31,109	\$8,370	\$6,109	\$25,000	\$25,000	\$2,261			
<b>Total Expense</b>	<b>\$201,210</b>	<b>\$184,461</b>	<b>\$26,106</b>	<b>\$9,461</b>	<b>\$175,000</b>	<b>\$175,000</b>	<b>\$16,645</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Town of Drumheller**  
**Drumheller Resiliency and Flood Mitigation Program (DRFM Program)**  
**Program Financial Model**  
**41 Land Acquisition Expense Estimates**  
**June 15, 2020**

GL	Total		To Date	2019 Actual	2020			2021	2022	2023	2024		
	Estimate				Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate		
	Initial	Revised											
<b>Expense</b>													
<b>Land Services Contractor - Scott Land and Lease</b>													
<u>Budget Appropriation</u>		\$900,000	\$900,000	\$0		\$728,333	\$728,333		\$145,667	\$13,000	\$13,000		
Allocation													
Non-Asset Land	5603	25%	\$225,000	\$225,000	\$3,693	\$182,083	\$182,083	\$3,693	\$36,417	\$3,250	\$3,250		
Capital Land	5666	75%	\$675,000	\$675,000	\$11,080	\$546,250	\$546,250	\$11,080	\$109,250	\$9,750	\$9,750		
<b>Communications</b>													
Allowance for Preparation, Printing of communication materials, for hosting of events and consultation	5218		\$30,000	\$30,000	\$3,079	\$20,000	\$20,000	\$3,079	\$10,000				
<b>Professional Services</b>													
Survey	5665		\$500,000	\$500,000	\$0	\$300,000	\$300,000		\$150,000	\$25,000	\$25,000		
Mapping and Geomatics	5663		\$68,435	\$0	\$20,182		\$0	\$20,182					
Legal	5681		\$200,000	\$209,622	\$9,622	\$9,622	\$100,000	\$100,000	\$90,000	\$5,000	\$5,000		
Appraisals	5669		\$90,000	\$90,000	\$7,905	\$90,000	\$90,000	\$7,905					
Acquisition Proposals	5669		\$180,000	\$180,000	\$0	\$180,000	\$180,000						
Other Professional Services	5669		\$94,835	\$60,000	\$0	\$25,000	\$25,000		\$25,000	\$5,000	\$5,000		
Total Professional Services			\$1,133,270	\$1,039,622	\$37,708	\$9,622	\$695,000	\$695,000	\$28,087	\$265,000	\$35,000	\$35,000	\$0
<b>Technical Equipment and Supplies</b>													
Supplies	5515			\$1,400	\$1,400		\$1,400	\$1,400					
GIS Workstation	5517		\$1,715	\$1,715	\$1,715	\$1,715	\$1,715	\$1,715					
Plotter	5517		\$7,202	\$7,202	\$8,130	\$7,202	\$7,202	\$8,130					
			\$8,917	\$10,317	\$11,245	\$0	\$8,917	\$10,317	\$11,245	\$0	\$0	\$0	\$0
<b>Project Management</b>													
Non-Asset Land	5671		\$247,000	\$178,653	\$9,389	\$653	\$130,000	\$100,000	\$8,736	\$45,000	\$20,000	\$13,000	\$0
Capital Land	5671		\$247,000	\$178,653	\$9,389	\$653	\$130,000	\$100,000	\$8,736	\$45,000	\$20,000	\$13,000	\$0
Total Project Management			\$494,000	\$357,305	\$18,778	\$1,305	\$260,000	\$200,000	\$17,473	\$90,000	\$40,000	\$26,000	\$0
<b>Subtotal - Non Purchase Acquisition Services</b>			<b>\$2,566,187</b>	<b>\$2,337,244</b>	<b>\$85,584</b>	<b>\$10,927</b>	<b>\$1,712,250</b>	<b>\$1,653,650</b>	<b>\$74,657</b>	<b>\$510,667</b>	<b>\$88,000</b>	<b>\$74,000</b>	<b>\$0</b>

**Town of Drumheller**  
**Drumheller Resiliency and Flood Mitigation Program (DRFM Program)**  
**Program Financial Model**  
**41 Land Acquisition Expense Estimates**  
**June 15, 2020**

GL	Total			2019 Actual	2020			2021	2022	2023	2024
	Estimate		To Date		Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate
	Initial	Revised									
<b>Land Acquisition</b>											
Available Funding	\$20,000,000	\$20,323,407	\$20,323,407								
Less: Non Purchase Expense	-\$2,566,187	-\$2,337,244	-\$85,584								
<b>Funds available for Acquisition</b>	<b>\$17,433,813</b>	<b>\$17,986,163</b>	<b>\$20,237,823</b>								
<b>Summary</b>											
Non-Purchase Acquisition Expense	\$2,566,187	\$2,337,244	\$85,584	\$10,927	\$1,712,250	\$1,653,650	\$74,657	\$510,667	\$88,000	\$74,000	\$0
Land Purchases	5641 \$17,433,813	\$17,986,139	\$60,000	\$0	\$10,460,288	\$11,151,406	\$60,000	\$5,935,426	\$899,307	\$0	\$0
<b>Total Land Expense</b>	<b>\$20,000,000</b>	<b>\$20,323,383</b>	<b>\$145,584</b>	<b>\$10,927</b>	<b>\$12,172,538</b>	<b>\$12,805,056</b>	<b>\$134,657</b>	<b>\$6,446,093</b>	<b>\$987,307</b>	<b>\$74,000</b>	<b>\$0</b>

Town of Drumheller  
 Drumheller Resiliency and Flood Mitigation Program (DRFM Program)  
 Program Financial Model  
 60 Infrastructure Expense Estimates  
 June 15, 2020

GL	Total			2019 Actual	2020							2021	2022	2023	2024	
	Estimate		To Date		Budget	Estimate	Total To Date	61 Midland Newcastle	62 General Infrastructure	63 Central Drumheller	75 Storm Water Sys	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate	
	Initial	Revised														
<b>Funding Available for Infrastructure</b>																
<b>Non-Land Specific Funding</b>																
DMAF Program Funding	\$22,000,000	\$22,000,000	\$0		\$8,000,000	\$8,195,026						\$5,804,974	\$3,520,000	\$4,480,000		
Community Resiliency Program	\$6,413,600	\$6,413,600	\$6,413,600	\$6,413,600												
Interest		\$337,772	\$315,460	\$262,114		\$74,971	\$53,346				\$687					
DMA Regionalization Grant	\$30,000	\$30,000	\$30,000	\$30,000												
AB Env (In Kind) Value of Existing Infrastructure		\$0				\$0										
Town of Drumheller (In Kind)		\$81,018	\$81,018	\$81,018												
Town of Drumheller Cash Contribution	\$5,000,000	\$5,000,000	\$0		\$0						\$1,500,000	\$2,500,000	\$1,000,000			
<b>Total Non-Land Specific Funding</b>	<b>\$33,443,600</b>	<b>\$33,862,390</b>	<b>\$6,840,078</b>	<b>\$6,786,732</b>	<b>\$8,000,000</b>	<b>\$8,269,997</b>	<b>\$53,346</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,305,661</b>	<b>\$6,020,000</b>	<b>\$5,480,000</b>		
<b>Non-Infrastructure Program Expense</b>																
01 General Program	\$2,349,058	\$2,240,914	\$432,714	\$235,665	\$617,736	\$612,889	\$197,049					\$443,665	\$434,945	\$248,869	\$264,881	
21 Indigenous Consultation	\$201,210	\$184,461	\$26,106	\$9,461	\$175,000	\$175,000	\$16,645									
76 Flood Operations Center		\$140,018	\$131,248	\$81,018	\$0	\$54,000	\$50,230				\$5,000					
81 Master Engineering Design, Assessment of Planning Impact		\$405,000	\$25,560			\$405,000	\$25,560									
91 Passive Warning System		\$165,000	\$35,554			\$160,000	\$35,554				\$5,000					
<b>Total Non-Infrastructure Expense</b>	<b>\$2,550,268</b>	<b>\$3,135,393</b>	<b>\$651,183</b>	<b>\$326,144</b>	<b>\$792,736</b>	<b>\$1,406,889</b>	<b>\$325,039</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$453,665</b>	<b>\$434,945</b>	<b>\$248,869</b>	<b>\$264,881</b>	
<b>Remaining Funding for Infrastructure</b>	<b>\$30,893,332</b>	<b>\$30,726,997</b>	<b>\$6,188,895</b>													
<b>Infrastructure Expense</b>																
Travel and Subsistence	5217	\$0	\$1,445				\$1,445	\$1,281	\$164							
Rental / Lease Equipment	5262	\$0	\$2,768				\$2,768		\$2,768							
Safety Equipment	5511	\$0	\$1,341				\$1,341		\$1,341							
Supplies	5515	\$0	\$1,400				\$1,400		\$1,400							
Technical Equipment	5517	\$8,917	\$8,917	\$9,845	\$8,917	\$8,917	\$9,845		\$9,845							
Constructed Flood Mitigation Infrastructure	5611	\$29,183,515	\$29,125,153	\$0	\$5,836,703	\$5,836,703					\$9,280,363	\$7,879,549	\$6,128,538			
Contributed Flood Mitigation Infrastructure	5612		\$0													
Engineering Design	5661		\$20,065	\$347,345	\$20,065	\$0	\$327,281	\$145,109	\$160,801	\$21,371						
Mapping and Geomatics	5663	\$65	\$21,065	\$36,369	\$21,065	\$0	\$15,304	\$5,908	\$5,699	\$3,698						
Geotechnical	5664		\$0	\$29,885		\$0	\$29,885		\$29,885							
Engineering Evaluation - Berms	5668	\$17,500	\$17,500	\$18,720	\$17,500	\$17,500	\$18,720	\$18,720								
Other Engineering	5668		\$0	\$5,100		\$0	\$5,100		\$5,100							
Other Professional Services	5669	\$342,335	\$307,500	\$0	\$82,500	\$82,500	\$0				\$75,000	\$50,000	\$50,000	\$50,000		
Project Management	5671	\$841,000	\$896,797	\$160,151	\$32,922	\$195,000	\$250,000	\$127,229	\$14,728	\$100,910	\$9,009	\$2,581	\$179,000	\$169,000	\$183,000	\$82,875
<b>Flood Mitigation Infrastructure</b>		<b>\$30,393,332</b>	<b>\$30,396,997</b>	<b>\$614,370</b>	<b>\$74,052</b>	<b>\$6,140,620</b>	<b>\$6,195,620</b>	<b>\$540,318</b>	<b>\$185,746</b>	<b>\$317,913</b>	<b>\$34,077</b>	<b>\$2,581</b>	<b>\$9,534,363</b>	<b>\$8,098,549</b>	<b>\$6,361,538</b>	<b>\$132,875</b>
<b>Other Expense</b>																
Planning and Design -Displacement Development	5669	\$400,000	\$250,000	\$0		\$0	\$0					\$150,000	\$100,000			
Displacement Housing Assessment	5679	\$100,000	\$80,000	\$0	\$80,000	\$80,000	\$0									
<b>Total Infrastructure Projects</b>		<b>\$30,893,332</b>	<b>\$30,726,997</b>	<b>\$614,370</b>	<b>\$74,052</b>	<b>\$6,220,620</b>	<b>\$6,275,620</b>	<b>\$540,318</b>	<b>\$185,746</b>	<b>\$317,913</b>	<b>\$34,077</b>	<b>\$2,581</b>	<b>\$9,684,363</b>	<b>\$8,198,549</b>	<b>\$6,361,538</b>	<b>\$132,875</b>

Town of Drumheller  
 Drumheller Resiliency and Flood Mitigation Program (DRFM Program)  
 Program Financial Model  
 76 Flood Operations Center  
 June 15, 2020

Expense	GL	Total		2019 Actual	2020			2021	2022	2023	2024	
		Estimate			Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate	
		Initial	Revised									To Date
<b>Operations Center Development</b>												
Security Evaluation	5239		\$20,000									
Building Development	5621	\$0	\$30,000									
<b>Equipment</b>												
Generator Installation	5631		\$80,659	\$80,659								
<b>Project Management</b>												
	5671		\$9,000			\$4,000	\$3,642	\$5,000				
<b>Permits, Licenses</b>												
Permit Fees	5682		\$359	\$359								
<b>Total Expense</b>		<b>\$0</b>	<b>\$140,018</b>	<b>\$131,248</b>	<b>\$81,018</b>	<b>\$0</b>	<b>\$54,000</b>	<b>\$50,230</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



**Town of Drumheller**  
**Drumheller Resiliency and Flood Mitigation Program (DRFM Program)**  
**Program Financial Model**  
**81 Master Engineering Design, Assessment of Planning Impact**  
**June 15, 2020**

Expense	GL	Total		2019 Actual	2020			2021	2022	2023	2024
		Estimate			Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate
		Initial	Revised								
<b>Design Services, Assessment of Planning Impact</b>											
Consulting Services	5239	\$0	\$300,000			\$300,000	\$9,345				
<b>Consultation Expense</b>											
Allowance for Communication Materials, Advertising	5218	\$0	\$20,000			\$20,000	\$1,931				
Palliser Regional Municipal Services	5679	\$0	\$50,000			\$50,000	\$0				
<b>Project Management</b>											
	5671	\$0	\$35,000			\$35,000	\$14,285				
<b>Total Expense</b>		<b>\$0</b>	<b>\$405,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$405,000</b>	<b>\$25,560</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Town of Drumheller  
 Drumheller Resiliency and Flood Mitigation Program (DRFM Program)  
 Program Financial Model  
 91 Passive Warning System  
 June 15, 2020

Expense	GL	Total		2019 Actual	2020			2021	2022	2023	2024
		Estimated			Budget	Estimate	To Date	Revised Estimate	Revised Estimate	Revised Estimate	Revised Estimate
		Initial	Revised								
<b>Capital Assets</b>											
Signage	5614	\$0	\$150,000			\$150,000	\$34,475				
<b>Communications and Engagement</b>											
Allowance for Communication Materials, Advertising	5218	\$0	\$0			\$0					
<b>Project Management</b>											
	5671		\$15,000			\$10,000	\$1,079	\$5,000			
<b>Total Expense</b>		<b>\$0</b>	<b>\$165,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$160,000</b>	<b>\$35,554</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

# DRUMHELLER FLOOD MITIGATION and CLIMATE ADAPTATION SYSTEM

## Changing the channel on flood readiness



Flood Mitigation and  
Climate Adaptation  
System  
**2020**  
**SEMI-ANNUAL**  
**REPORT**

Système d'atténuation  
des inondations et  
d'adaptation au  
changement climatique  
**RAPPORT**  
**SEMI-ANNUEL**  
**2020**



January - June 2020

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## Drumheller Flood Mitigation and Climate Adaptation System: Changing the channel on flood readiness

- WHO:** Town of Drumheller
- WHAT:** Flood Mitigation and Climate Adaptation System
- WHERE:** 100 kilometers of riverbank in the community of Drumheller
- WHEN:** 2019-2024
- HOW:** Drumheller Chief Resiliency and Flood Mitigation Office
- HOW MUCH:** Funding total: \$55M

### Leverage. Integrate. Legacy.

We are committed to leveraging opportunities, integrating approaches to flood mitigation and building a legacy in a proactive and sustainable way. This will form the basis of a 3-word community 'Pledge' for the program.

## Overview

In March 2019, the Government of Canada committed funding in the amount of \$22M to Drumheller's Flood Mitigation and Climate Adaptation System through the Government of Canada's Disaster Mitigation and Adaptation Fund (DMAF). The Government of Alberta also committed \$28M in funding to this project through the Alberta Community Resiliency Program (ACRP). With the additional municipal investment of \$5M, a total of \$55M has been dedicated to the Drumheller Flood Mitigation and Climate Adaptation System to change the channel on flood readiness in the community.



*Honourable François-Philippe Champagne, Minister of Infrastructure and Communities, Mayor Colberg and Councillor Jay Garbutt announce DMAF funding to Town of Drumheller*



## Drumheller Resiliency and Flood Mitigation Office

The purpose of this office is to protect the people and property in Drumheller from loss due to flooding through a sensible model for a small community to adapt to the perils of changing climate. The Resiliency and Flood Mitigation Office will manage the Flood Mitigation and Climate Adaptation Plan through to its completion in 2024.

**Mission:** Protect residents and property from loss or injury related to the perils of flood and changes in climate.

**Goal:** Preserve the value of property and ensure risk is reduced to levels which allows financial and insurance products to remain available.

**Aim:** Implement a comprehensive mitigation program for flooding and adaptation to changes in climate by 2025 with the following objectives:

1. Communication and public engagement
2. Regulatory/approvals
3. Conveyance capacity
4. Structural measures
5. Municipal Emergency Plan (MEP)

Council took a bold step in hiring an expert team of seasoned practitioners that have been through flood, fires and major community disasters to help manage the project and address the concerns of the community. For the first time in our community, a Chief Resiliency and Flood Mitigation Officer was hired to lead this team and ensure that Drumheller is flood ready and that resident concerns are addressed pre-flood, during a flood and post-flood.

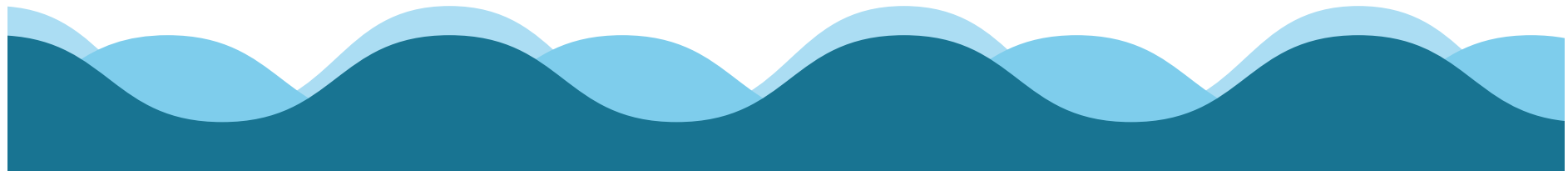
The creation of the Resiliency and Flood Mitigation Office will follow the principles of the internationally recognized Incident command System (ICS).

## January - June 2020

This report is intended to provide governing bodies and key stakeholders an overview of the current and planned objectives for the Drumheller Resiliency and Flood Mitigation Office. Forward progress has been achieved on many of the initiatives in face of the COVID-19 global pandemic. It has been a struggle to communicate with new electronic means and conduct field inspections and orientations with various consultants and stakeholders. We thank all who have participated and their patience during this time.



Planning day February 2020



## Communications and engagement

- Creating and implementing a communication plan and an inclusive public engagement and stakeholder strategy is a critical part of this initiative. The need to work with the community, businesses and residents, to take on ownership and responsibility in helping change the channel on flood readiness in Drumheller is very important. The following communications activities and stakeholder engagement occurred from January – June 2020:
  - Indigenous consultation and engagement:
    - Stoney Nation – correspondence with no return answer (January 30)
    - Siksika First Nation meeting to confirm project details and desire to meet in spring to conduct ceremony prior to traditional use study (February 3) – postponed due to COVID-19
    - Blood Tribe – meeting at Grey Eagles Resort to provide overview of program. Interest in historical resource and archaeological findings in prescribed area. Will schedule site visit in mid spring (February 10) – postponed due to COVID-19
    - Tsuut'ina First Nation – meeting at tribal office. Provided overview of program interested in ceremony in advance of work commencing. Will schedule meeting in mid Spring (February 10) – postponed due to COVID-19
    - Siksika Nation Council meeting with Mayor Colberg – interest in joint council meeting and exploring opportunities to develop long term relationship (March 5)
  - Received positive feedback from Infrastructure Canada that they are satisfied and pleased with approach to consultation and engagement town has adopted in regards to Indigenous Consultation process to date (March 10)
  - Crisis Communications training held for Town staff and council
  - Video produced showing highlights from winter river inspection
  - Launched dedicated Flood Readiness Website (February 5)
  - Implementing public education campaign based on themes: Be Informed. Plan Ahead. Take Action – over 40 social media posts
  - Video update with Mayor Colberg on flood maintenance at Newcastle Beach
  - Developed educational opportunities to be delivered to Grade 4 students canceled due to COVID-19 school closures
  - Nine project updates highlighted on dedicated Flood Readiness website:
    - Land Acquisition Policy (January 20)
    - Website Launch (February 5)
    - Family Day Activities (February 18)
    - Flood Mitigation Maintenance Updates (March 4)
    - Flood Season Reminder (May 15)
    - River Updates (May 25, June 1)
    - Flood Mitigation Surveying (June 9)
    - Urban Forest Surveying (June 10)



- Adopting Land Acquisition Policy and Process
- Engaging with affected homeowners impacted by Land Acquisition Stage 1
- Flood Forum with other DMAF recipients and academia planned for April 19-22 to show leadership and provide an opportunity for municipalities and experts to share best practices in mitigating flooding disasters – postponed due to COVID-19
- Held two mitigation system inspections/orientations
- Held meeting with local contractors to review flood mitigation project opportunities
- Held meeting with local realtors to discuss land acquisition policy and process
- Developed phone scripts for town staff to assist in answering frequently asked questions
- Five flood advisory committee meetings were held to provide status updates
- Twenty-five weekly team meetings conducted to coordinate activities and consolidate communications
- Meeting with Palliser Regional Municipal Services in Hanna
- Five planning technical meetings with O2 Design as it relates to Master Engineering Design and Assessment of Planning Impacts
- Coordination of communication strategies with O2 Design



Mayor Colberg attends Siksika Nation Council meeting  
March 2020



River inspection



## Regulatory/approvals

Work continues on the complex regulatory and approval process that is integral to this program. This includes:

- Meeting with Alberta Environment and Parks (AEP) operations branch to identify transfer methods (moved to Q3 as a result of COVID-19)
- Continuing discussions on transfer methods
- Meetings with AEP and Public Lands to discuss the transfer of lands and dikes
- Meetings with AEP Flood Hazard Mapping Section (February)
- Held routine meetings with Palliser Regional Municipal Services, our regional planning provider
- Actively participating in monthly Municipal Planning Commission Meetings to provide strategic advice relating to flood mitigation matters



Chief Resiliency and Flood Mitigation Officer - Darwin Durnie



River inspection



River inspection

## Conveyance capacity

An important part of this initiative is making room for the river which includes planning and outreach. The following was achieved from January – June 2020:

- Cross drain preparation and exploration for improvements
- Drainage ditch flow improvements
- Newcastle Beach brush grubbing preparation for improvements with Drumheller Institution work release program
- Excavated 6200 m3 of material from Newcastle beach to improve river flow
- Improvements to high water emergency boat access
- Way Find sign for passive warning system – delayed due to COVID-19



*Gordon Taylor Bridge February 2020*

## Structural measures

In the first half of 2020, we continue to work on the structural foundation for the Flood Mitigation and Climate Adaptation System:

- Winter river inspection to address stability and erosion issues
- Sourced material for berm construction for both flood mitigation project work scopes and emergency berm work
- Legal surveying of existing berms that will allow for licensing and registration of the land as part of the existing flood system
- Geography and Information Technology students from Southern Alberta Institute Technology (SAIT) commenced inventory of trees throughout the valley. This will assist in determining how much green house gas is being captured and the cooling measures. This asset inventory will also determine the life expectancy of the trees and how many replacement trees need to be maintained at the tree farm at the Drumheller Institution
- Met with the Drumheller Institution to discuss collaboration with Drumheller's inmate Work Release Program to include:
  - Tactical emergency response planning
  - Tree farm maintenance
  - Manufacturing warning signs
  - Work release programs
- Held Workshop and scoping exercise with land-use landscape architecture focused on translating mandates, story and vision for the Drumheller Valley into better defined project scopes
- Completed a review of existing MDP and LUB, and identified areas for improvement in both content and process to meet flood mitigation requirements

- Engaged in workshops and conversations with our steering and technical committees that have helped us understand the new set of intents and priorities that will shape the next decades of planning and development
- Used DRFM targets to review flood impacts, existing infrastructure, and mitigation as key variables that are giving shape to planning strategy, both for implementing flood protection, connecting the valley, and for shaping future growth
- Built a rich library of layered stories about the valley that will guide the experience and curation of the valley as a world-class destination
- Prepared a preliminary land use framework that incorporates all the considerations above
- Structural measures update and barrier alignment
- Municipal Development Plan and Land Use Bylaw – conceptual Planning framework, initial policy direction and proposed LUB approach
- Two meetings with the MDP/LUB impact study steering committee to review work and align direction for committee
- Developing maintenance and operations manuals for the dikes and the maintenance of dikes – moved to Q3 as a result of COVID-19
- Preparing land assembly packages including crossing agreements and right-of-way agreements – moved to Q3 as a result of COVID-19
- Engaged Palliser Regional Planning to ensure coordination of the current and future development procedures and protocols for the Town of Drumheller

## Municipal Emergency Plan

While the COVID-19 global pandemic has created unprecedented challenges to municipalities, one main benefit of the Town of Drumheller’s response has been increased staff training and awareness to Incident Command System processes. Additional improvements include:

- Increased awareness ICS to all Town employees
- Email availability to all Town employees
- Council increased awareness to ICS processes and EOC operations
- Improved EOC technology

As we continue to update the MEP, we are also working on developing and expanding it beyond planned success and focusing on recovery by awfulizing potential event scenarios.



*Drumheller Emergency Management Agency activation  
March 2020*

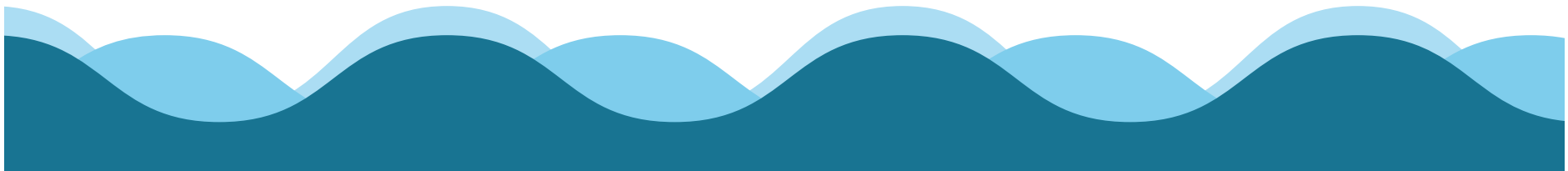


## Finance

Finance and Administration activities are a key contributing factor to the success of the Flood Mitigation and Climate Adaptation System.

From January – June 2020 the following have been completed:

- Alberta Community Resiliency Program (ACRP) contract terms were agreed to with amendments
- Negotiations are ongoing for the contribution agreement with Government of Canada
- Grant investment \$20,000,000 with local Credit Union
- Completed Climate Lens GHG Mitigation Assessment Draft Report
- Set up office to function as DRFM program operations center
  - Renovations of offices including: finish walls, ceiling, floors and electrical on operations room, framing, electrical, drywall, painting operations and briefing Rooms, electrical, sprinkler relocation in operations room, flooring in operations room and install electronic equipment Hired local business to run computer cables install backbone for technology set up
  - Installation of computer cables and monitors
- Developed and implemented record management system
- Developed and implemented organizational systems and controls
- Reviewed and established purchasing policy that acts as checks and balances for purchases within the program
- Purchased notebooks and recycled computers from local organization
- Set up accounting software and protocols
- Established backbone for information systems and flow of data and information for the DFRM Program
- Purchased and set up ARCVIEW software for utilization
- Developed and awarded following service contracts:
  - Centennial Park Flood Barrier Site Concept Plan – O2 Planning and Design
  - Master Engineering Design and Assessment of Planning Impact – O2 Planning and Design
  - Finance and Management Audit – Ascend Financial
  - Hydraulic Analysis, Flood Mitigation Measures Overview, Conceptual Design and Cost – Northwest Hydraulics
  - Cathodic Protection – ASM Controls
  - Geotechnical Services – Parkland Geo Tech
  - Surveyor of Record – Hunter Surveys
  - Surveying Services – Vector Surveying & Hunter Wallace
  - Inspect Flood Mitigation Berms and coordinate Flood Zone Geotech – Sweet Tech Engineering
  - South Drumheller Storm pond Design



- Purchased goods and services from 22 local companies including:
  - 1477834 Alberta Ltd
  - Ascend LLP
  - Big Country Graphics
  - Big Country Victim Services
  - Bright Valley Electrical
  - Chad Carrunther – Outlawns
  - Drumheller Equipment and Sales
  - Drumheller Mail
  - Gary’s Welding
  - Grants Oilfield
  - Herman Kloot and Company
  - Hunter Survey Systems Ltd.
  - Hunter Wallace Surveys
  - James Martin
  - KC Hydrovac
  - Lee Boreneim
  - Out Lawns Tree service
  - Palm Engineering
  - Reality Bytes
  - Reg Gallagher Trucking
  - Vector Surveys
  - Zucatto Landscaping



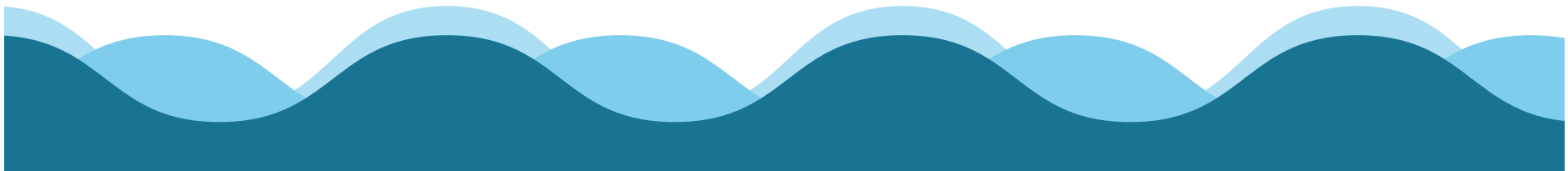
*Drainage ditch clearing of fallen tree debris to facilitate inspection*



*Way Find Sign manufacturing for passive water earnings. Manufactured locally. Garry's Welding.*

**Town of Drumheller**  
**Drumheller Resiliency and Flood Mitigation Program (DRFM Program)**  
**Program Financial Model**  
**Overall Project Summary**  
**June 15, 2020**

	Total			2019 Actual	2020			2021 Revised Estimate	2022 Revised Estimate	2023 Revised Estimate	2024 Revised Estimate
	Estimate		To Date		Budget	Estimate	To Date				
	Initial	Revised									
<b>Revenue</b>											
MAF Program Funding	\$22,000,000	\$22,000,000			\$8,000,000	\$8,195,026	\$0	\$5,804,974	\$3,520,000	\$4,480,000	
B Environment Property Buy Out	\$20,000,000	\$20,000,000	\$20,000,000		\$20,000,000	\$20,000,000	\$20,000,000				
Community Resiliency Program											
East Midland, Newcastle Projects	\$3,211,000	\$3,211,000	\$3,211,000	\$3,211,000							
Central Drumheller Project	\$3,202,600	\$3,202,600	\$3,202,600	\$3,202,600							
	<u>\$6,413,600</u>	<u>\$6,413,600</u>	<u>\$6,413,600</u>	<u>\$6,413,600</u>							
Interest - General Project Fund		\$337,745	\$315,460	\$262,114		\$74,971	\$53,346	\$31,073	\$12,640	-\$26,688	-\$16,364
Interest - Land Acquisition Fund		\$323,407	\$29,934			\$208,228	\$29,934	\$101,602	\$12,605	\$972	
DMA Regionalization Grant	\$30,000	\$30,000	\$30,000	\$30,000							
Own of Drumheller (In Kind)		\$81,018	\$81,018	\$81,018							
Own of Drumheller Cash Contribution	\$5,000,000	\$5,000,000	\$0		\$0			\$1,500,000	\$2,500,000	\$1,000,000	
	<u>\$53,443,600</u>	<u>\$54,185,770</u>	<u>\$26,870,012</u>	<u>\$6,786,732</u>	<u>\$28,000,000</u>	<u>\$28,478,224</u>	<u>\$20,083,280</u>	<u>\$7,437,650</u>	<u>\$6,045,244</u>	<u>\$5,454,284</u>	<u>-\$16,364</u>
<b>Program and Project Expense</b>											
1 General Program	\$2,349,058	\$2,240,914	\$432,714	\$235,665	\$617,736	\$612,889	\$197,049	\$443,665	\$434,945	\$248,869	\$264,881
21 Indigenous Consultation	\$201,210	\$184,461	\$26,106	\$9,461	\$175,000	\$175,000	\$16,645				
41 Land Acquisition	\$20,000,000	\$20,323,383	\$145,584	\$10,927	\$12,172,538	\$12,805,056	\$134,657	\$6,446,093	\$987,307	\$74,000	\$0
60 Infrastructure	\$30,893,332	\$30,726,997	\$614,370	\$74,052	\$6,220,620	\$6,275,620	\$540,318	\$9,684,363	\$8,198,549	\$6,361,538	\$132,875
76 Flood Operations Center		\$140,018	\$131,248	\$81,018		\$54,000	\$50,230	\$5,000			
81 Master Engineering Design, Assessment of Planning Impact		\$405,000	\$25,560	\$0		\$405,000	\$25,560				
91 Passive Warning System		\$165,000	\$35,554			\$160,000	\$35,554	\$5,000			
	<u>\$53,443,600</u>	<u>\$54,185,772</u>	<u>\$1,411,136</u>	<u>\$411,123</u>	<u>\$19,185,894</u>	<u>\$20,487,565</u>	<u>\$1,000,014</u>	<u>\$16,584,121</u>	<u>\$9,620,801</u>	<u>\$6,684,407</u>	<u>\$397,766</u>
<b>Project Management Services</b>											
Expense	\$2,420,000	\$2,304,600	\$463,390	\$144,125	\$610,000	\$704,000	\$319,265	\$454,000	\$384,000	\$384,000	\$232,800
Charged to Programs and Projects	\$2,420,000	\$2,302,389	\$462,778	\$143,514	\$610,000	\$704,000	\$319,265	\$454,000	\$384,000	\$384,000	\$232,800



## Governance

Steps have been undertaken to ensure a strong governance model is in place including the following:

- Land Acquisition Policy adopted by Council – January 20
- Council approved a Purchasing Policy for the DRFM Program which closely follows the existing Town Policy but broadens the circumstances in which sole source purchasing may be used – January 20
- Council approved the DRFM Program Budget for 2020 for inclusion in the 2020 Capital Budget with a decision deferred on the years 2021 -2024. The DRFM Program overall budget will be reviewed as part of the Program report and financial review with Council on June 22 – January 27



Team meeting March 2020



Mayor Colberg video explaining conveyance capacity at Newcastle Beach

**We're changing the channel on Drumheller flood readiness!**





## Moving forward

For the remainder of 2020 we will continue to deliver on our overall mission to protect residents and property from injury and loss related to floods and the perils of changing climate. The implementation of the months of planning will start to become evident in the coming months.

### Third quarter

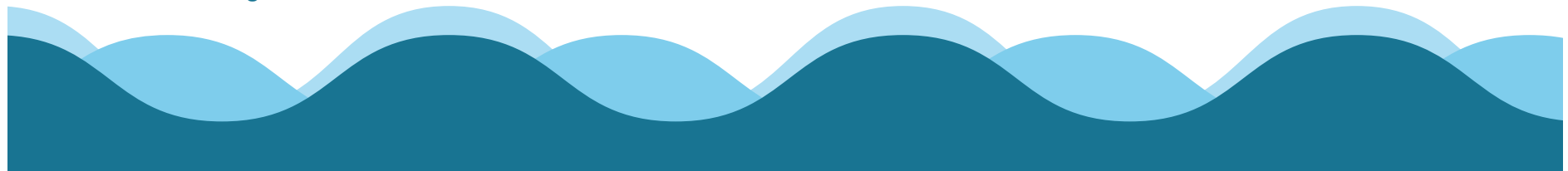
- Land Acquisition – Stage 1
- Engagement with affected homeowners
- Indigenous Consultation – site visits
- Implementation communication tactics
- Installing passive warning signage
- Newcastle Beach – conclude conveyance improvement work
- Nacmine routing and geotech studies
- Plan virtual flood forum
- Community consultation
- Master Engineering Design and Assessment of Planning Impact – MDP/LUB
- Master Plan Centennial Park and dike augmentation
- Inspecting the Alberta Environment and Parks dike, Town dikes, AT dike regulators
- Meeting regulators and regional offices
- Developing maintenance and operations manuals for the dikes and maintaining dikes
- Preparing land assembly packages including crossing agreements and right-of-way agreements – moved to Q3 as a result of COVID-19
- Commencing the 2100 Development Plan
- Erosion control AHS site, Newcastle
- Storm Water Management – future state assessment

## Fourth quarter

- Land Acquisition – Stage 2 (up to 25 properties)
- Host a virtual flood Forum
- Master Engineering Design and Assessment of Planning Impact project completed
- Making decisions on reinforcement and maintenance of dikes
- Develop asset management plan for dikes
- Continuing Indigenous consultations
- Preparing land assembly packages including crossing agreements and right-of-way agreements
- Preparing educational messaging for schools
- Mitigation strategies lift stations
- Detailed designs structural measures
- Storm ponds – cleaning and increase capacity
- MEP – Flood operational annex

### Our commitment

As a community dedicated to a safe and prosperous future, both on the housing, economic and cultural front, we are writing the next chapter of our story and ensuring a resilient and flood ready future. It takes a whole community approach, and together with our partners in the provincial and federal governments, we will preserve the Dinosaur Capital of Canada and share our story of adapting to a changing climate with the world.









# DRUMHELLER IS A FLOOD COMMUNITY



**8,000**

POPULATION



**12**

NEIGHBOURHOODS



**100**

KILOMETRES OF RIVERBANK



## HISTORIC FLOOD YEARS

**1902 1915 1932 1954 1991 2005 2013 2018**

**ROI**

Exceeds 2:1

- ✓ Making room for the river
- ✓ Reinforcing existing measures

## GOALS

- ✓ Building an adaptive system to protect the community into the 22<sup>nd</sup> century
- ✓ Changing the channel on flood-readiness

## Green House Gases

3200 cars per year equivalent land preservation area dedicated



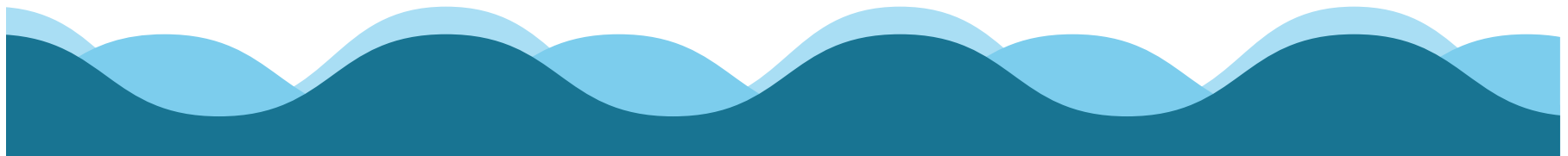
**2019**  
COMMENCE  
DATE

**2024**  
COMPLETION  
DATE

**20,000**  
STAFFING  
HOURS



The next historic flood is not a matter of “IF” but “WHEN”





**Town of Drumheller  
REQUEST FOR DIRECTION**

<b>TITLE:</b>	<b>Rename a Portion of 1<sup>st</sup> Avenue West as Riverside Drive West</b>
<b>DATE:</b>	June 19, 2020
<b>PRESENTED BY:</b>	Dave Brett, P. Eng, Director of Infrastructure Services
<b>ATTACHMENT:</b>	Map of affected area

**SUMMARY**

The Town of Drumheller has identified an issue with the name of a portion of a street in the downtown area. The attached map shows that the portion of 1<sup>st</sup> Avenue West from Centre Street West to 2<sup>nd</sup> Street West is actually a continuation of Riverside Drive. Administration feels that renaming this portion of the avenue as “Riverside Drive West” would alleviate confusion by tourists, delivery drivers, emergency response and provide continuity in the street mapping.

**RECOMMENDATION:**

Administration recommends that Council approve the renaming of the portion of 1<sup>st</sup> Avenue West from Centre Street West to 2<sup>nd</sup> Street West as “Riverside Drive West”.

**DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):**

As the current street signs mark the road section as Riverside Drive, it would actually cost more to retain the current 1<sup>st</sup> Avenue West designation and fix the street signs.


**FINANCIAL IMPACT:**


There is minimal cost associated with the renaming of this street portion.

**STRATEGIC POLICY ALIGNMENT:**

Good governance and protection of people and property.

<p><b>MOTION:</b> Councillor _____</p> <p>Moves to approve the renaming of the portion of 1<sup>st</sup> Avenue West from Centre Street West to 2<sup>nd</sup> Street West as “Riverside Drive West”.</p> <p>Seconder _____</p>
---

  
Prepared By: Dave Brett, P.Eng  
Director of Infrastructure Services

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



**AGENDA ITEM #5.3.1.**





**Town of Drumheller  
REQUEST FOR DIRECTION**



<b>TITLE:</b>	<b>SeeClickFix App</b>
<b>DATE:</b>	June 22, 2020
<b>PRESENTED BY:</b>	Julia Fielding Communications Officer
<b>ATTACHMENT:</b>	List of current and new report categories

**Background**

The Town of Drumheller invested in a reporting application powered by SeeClickFix in 2019. The main goal is to provide citizens with a useful communication channel to play an active role in improving the community. The app is location based, for non-emergency submissions.

The application was launched for public use February 10th, 2020 with user’s ability to reopen submissions, reopen closed submissions, and all actions on posts active (i.e. ability to comment on other user’s submissions).

Permitting ‘full reign’ on the App for community members to comment was fostering an environment for abuse of staff and citizens. Additionally, this created an amount of administrative concern, as legitimate submissions would be lost in the noise of discussion on certain issues. In an effort to mitigate unacceptable behavior the Town switched to fully private at the end of February.

When the COVID-19 pandemic hit, citizens were still actively using SCF. However, there were a number of unacceptable submissions targeting Administration and Council Town of Drumheller. Additionally, resources that would normally be dedicated to managing SCF were allocated to the COVID-19 response. It was decided to leave every category available for submission private in order to properly manage the variety of items at hand, at the time. The public user would not be able to see any submissions in any fashion on the App or on the web version. A COVID Canned response and an automatic email response was added to the system. These responses have now been removed.

**Recommendations**

Administration is seeking direction from Council on the following recommendations:

1) Removing some privacy settings

This will allow users to view submissions; however, the ability to comment on other users’ submissions or to re-open closed submissions will remain unavailable. Below is a list of submissions that will remain private due to the sensitive nature of the issue:

- COVID-19 Assistance
- Abandoned Vehicles

## Request for Direction

- All Bylaw Submissions
- Cemetery Submissions
- Z-Other
- Town Facilities and Buildings will return to Public, but will be set to private should unacceptable behaviour occur

### 2) Reduction in the number of categories

Currently, there are 56 categories available for user submissions, two of which are staff submissions for incident accident report, and near miss forms. Approximately half of the categories have 0 submissions to date, others have as many as 51. We are amalgamating the categories to 26 possible submissions to improve the user experience. Please see attached table on the next page for details.

### 3) Remove the ability of citizens to make anonymous submissions to the App

The reasoning behind this recommendation is to put accountability and create ownership on the submitters and to have an opportunity to get greater clarity on the issue particularly regarding bylaw submissions.

In discussions with See Click Fix there are a number of options available

- a) Completely remove the ability to make anonymous submissions. Both town administration and the public will be able to see who is making the submission.
- b) Ask for a name and contact details as part of the submission. This would be a compulsory part of the submission but will be marked private so it is not visible to the public. The submitter would therefore be anonymous to the public but known to Town Administration.
- c) Guest reporting removed. This means those submitting a request must register with the App. Guests can make a submission anonymously so the public will not know who they are however See Click Fix will know who made the submission and their identity is protected as by the See Click Fix terms and conditions.
- d) Leave as originally set up with full anonymity.

## For information

There will be an online education/communication campaign on the APP over the summer and when conditions permit we will be re-implementing the community engagement plan (such as attending community breakfasts and running an information session with Seniors) which was stopped due to the COVID-19 outbreak.



Prepared By: Julia Fielding  
Communications Officer



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

Request for Direction

**Table of Recommendation for Request Categories**

<b>Recommendation for Request Categories</b>	<b>PRIVACY</b>
A - Am in need of Assistance - COVID-19	PRIVATE
Abandoned Vehicle	PRIVATE
Animal Control	PUBLIC
Bylaw - Unsightly Property	PRIVATE
Bylaw - Other	PRIVATE
Cemetery	PRIVATE
Garbage Collection - Commercial	PUBLIC
Garbage Collection - Residential	PUBLIC
Litter - Street Garbage Bin	PUBLIC
Parks	PUBLIC
Public Washrooms	PUBLIC
Roads - Gravel Surface	PUBLIC
Roads - Paved Surface	PUBLIC
Roads - Other	PUBLIC
Snow and Ice Removal - Road	PUBLIC
Snow and Ice Removal - Sidewalk	PUBLIC
Town Buildings & Facilities	PUBLIC
Vegetation - Trees	PUBLIC
Vegetation - Other	PUBLIC
Water/Sewer - Water Quality	PUBLIC
Water/Sewer - Odour	PUBLIC
Water/Sewer - Water Pressure	PUBLIC
Water/Sewer- Water Break	PUBLIC
Z - Other	PRIVATE
ZZ - Incident Accident Report	INTERNAL
ZZ - Near Miss Form	INTERNAL



Request for Direction

**Current Request Categories**

<b>Current Request Categories</b>
<a href="#">A - Am in need of Assistance- COVID 19</a>
<a href="#">Abandoned Vehicle - on private property</a>
<a href="#">Abandoned Vehicle - on street</a>
<a href="#">Animal Control - Dog</a>
<a href="#">Animal Control - Wildlife</a>
<a href="#">Animal Control - cat</a>
<a href="#">Bylaw - Graffiti</a>
<a href="#">Bylaw - Illegal Dumping</a>
<a href="#">Bylaw - Unsightly Property</a>
<a href="#">Bylaw - Vegetation</a>
<a href="#">Bylaw - Weed Control</a>
<a href="#">Cemetery - Gophers</a>
<a href="#">Cemetery - Graffiti</a>
<a href="#">Cemetery - Locating a plot</a>
<a href="#">Garbage Collection - Commercial</a>
<a href="#">Garbage Collection - Residential</a>
<a href="#">Litter - Street Garbage Bin Damaged</a>
<a href="#">Litter - Street Garbage Bin Overflowing</a>
<a href="#">Near Miss Form</a>
<a href="#">Parks - Ball diamond</a>
<a href="#">Parks - Dog Park</a>
<a href="#">Parks - Garbage</a>
<a href="#">Parks - Landscape Issue</a>
<a href="#">Parks - Playground</a>
<a href="#">Parks - Skatepark</a>
<a href="#">Parks - Splash Park</a>
<a href="#">Parks - Washrooms</a>
<a href="#">Roads - Back Alleys</a>
<a href="#">Roads - Catch Basin</a>
<a href="#">Roads - Curbs and Gutters</a>
<a href="#">Roads - Dust control</a>
<a href="#">Roads - Grading</a>
<a href="#">Roads - Manhole</a>
<a href="#">Roads - Pothole</a>
<a href="#">Roads - Sidewalks</a>
<a href="#">Roads - Street Lights</a>
<a href="#">Roads - Street Sign</a>
<a href="#">Roads - Town Owned Parking Lots</a>
<a href="#">Roads - Traffic Signal</a>
<a href="#">Snow and Ice Removal - Road</a>

Request for Direction

<a href="#">Snow and Ice Removal - Sidewalk</a>
<a href="#">Town Building - Aquaplex</a>
<a href="#">Town Building - Arena</a>
<a href="#">Town Building - Badlands Community Facility</a>
<a href="#">Town Building - Town Hall</a>
<a href="#">Town Facility - Plaza</a>
<a href="#">Vegetation - Bushes and Hedges</a>
<a href="#">Vegetation - Flowers</a>
<a href="#">Vegetation - Grass</a>
<a href="#">Vegetation - Trees</a>
<a href="#">Water / Sewer - Water Quality</a>
<a href="#">Water/Sewer - Odour</a>
<a href="#">Water/Sewer - Water Pressure</a>
<a href="#">Water/Sewer- Water Break</a>
<a href="#">Z- Other</a>
<a href="#">Incident Accident Report</a>

