



**AGENDA**  
**TOWN OF DRUMHELLER**  
**Committee of the Whole**

**Time and Date:** 4:30 PM – Monday February 14, 2021

**Location:** ZOOM Platform & Live Stream on Drumheller Valley YouTube Channel

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1. CALL TO ORDER

2. OPENING REMARK

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for February 14, 2022 Committee of the Whole Meeting

**Proposed Motion:** That Council adopt the agenda for the February 14, 2022 Committee of the Whole meeting as presented.

5. MINUTES

5.1 Minutes for January 17, 2022 Committee of the Whole Meeting

[Minutes](#)

**Proposed Motion:** That Council approve for the January 17, 2022 Committee of the Whole minutes as presented.

5.2 [Drumheller & District Seniors Foundation – Minutes](#) – December 2021

[Municipal Planning Commission Minutes – Minutes](#) – August 12, September 23, November 15, 2021

[Drumheller Public Library Board Minutes – Minutes](#) - December 2021

[Drumheller Housing Administration – Minutes](#) - September 2021

**Proposed Motion:** That Council accept as information the Boards and Committees Minutes submitted as presented under 5.1.

6. DELEGATIONS

6.1 [STARS \(Shock Trauma Air Rescue Service\) Foundation](#)  
Glenda Farnden; SR Municipal Relations Liaison

6.2 [Drumheller & District Chamber of Commerce](#)

Heather Bitz; Executive Director

Martina Morrison; President

6.3 [Drumheller & District Seniors Foundation \[2015 Housing Needs Assessment Information\]](#)

Glenda Youngberg; Chief Administrative Officer

7. [STRATEGIC PRIORITIES UPDATE](#)

7.1 Strategic Priorities Update – Briefing Notes

7.1.1 Chief Administrative Officer

- [Garbage Disposal: Billing](#)

7.1.2 Corporate Services

- [Utilities Rate Review Terms of Reference](#)

7.1.3 Human Resources

- [Salary Review: Scope](#)

7.1.4 Recreation, Arts and Culture

- [Recreation Membership Program: Marketing](#)
- [Banquet Hall Campaign: Launch](#)

7.1.5 Protective / Emergency Services

- [Remedial Properties Policy – COMPLETE](#)

7.1.6 Infrastructure

- [Nacmine Force Main: Design](#)
- [Request for Direction - Beautification:2022 Targets](#)
  - Urban Systems – Landscape Concept
  - Project Status List

7.1.7 Communications

- [Internal Communications Policy](#)

7.1.8 Community Development & Social Planning

- [Needs Assessment / Service Plan – Terms of Reference](#)
- [Wellness Education Plan: Pilot](#)

7.1.9 Economic Development

- [Housing Strategy: Terms of Reference](#)
- [Downtown Plaza: Design & Budget – Draft](#)

8. COUNCIL INQUIRIES

Drumheller Public Library – Follow up about Marigold Grant information

9. ADMINISTRATION REPORTS

9.1 DIRECTOR OF PROTECTIVE AND EMERGENCY SERVICES

9.1.1 COVID Update

Covid -19 Wastewater Testing – More information

10. CLOSED MEETING

10.1 Drumheller & District Seniors Foundations – FOIP 16 – Disclosure harmful to business interests of a third party

Drumheller Resiliency and Flood Mitigation Activities – FOIP 24 – Advice from Officials

**Proposed Motion:** That Council close the meeting to the public to discuss the items under section 9.1 as per FOIP 16 – Disclosure harmful to business and 24

11. ADJOURNMENT

**Proposed Motion:** That Council adjourn the meeting.



**MINUTES  
TOWN OF DRUMHELLER  
Committee of the Whole**

**Time and Date:** 4:30 PM – Monday January 17, 2021

**Location:** ZOOM Platform &

Live Stream on Drumheller Valley YouTube Channel:

<https://www.youtube.com/watch?v=yW0qZGcKpDs>

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**IN ATTENDANCE**

Mayor Heather Colberg  
Councillor Hansen-Zackaruk  
Councillor Patrick Kolafa  
Councillor Tony Lacher  
Councillor Stephanie Price  
Councillor Crystal Sereda  
Councillor Tom Zariski

Chief Administrative Officer (CAO): Darryl Drohomerski  
Director of Corporate Services: Mauricio Reyes  
Director of Infrastructure: Dave Brett  
Director of Protective & Emergency Services: Greg Peters  
Manager of Community Services & Social Development:  
Tiffany Scarlett  
Manager of Human Resources: Valerie Lefin  
Manager of Recreation, Arts & Culture: Darren Goldthorpe  
Communications Officer: Erica Crocker  
Legislative Assistant: Denise Lines  
Reality Bytes IT: Riddel Wiebe, Dave Vidal

1. **CALL TO ORDER**

The meeting was called to order at 4:30pm

2. **OPENING REMARK**

Preregistration for upcoming Flood Meetings Feb 3rd Lehigh can be found on the floodreadiness.ca website.

3. **ADDITIONS TO THE AGENDA – N/A**

4. **ADOPTION OF AGENDA**

4.1 Agenda for January 17, 2022 Committee of the Whole Meeting

**M2022.07** Moved by Councillor Lacher, Councillor Zariski; that Council adopt the agenda for the January 17, 2022 Committee of the Whole meeting as presented.

Carried unanimously

5. **BOARDS AND COMMITTEES MEETING INFORMATION**

5.1 Marigold Library System – Report

Council question:

Provincial Grant – Could Councillor Price find out more information on the grant discussed in the Marigold Report and bring this back to Council?

5.2 Municipal Planning Commission Minutes – June 17 & July 15<sup>th</sup>, 2021

**M2022.08** Moved by Councillor Zariski, Councillor Kolafa; that Council accept as information the Municipal Planning Commission meeting minutes for June 17 and July 15, 2021.

Carried unanimously

6. DELEGATIONS

7. COUNCIL INQUIRIES

8. ADMINISTRATION REPORTS

Time Stamp: <https://youtu.be/yW0qZGcKpDs?t=434>

8.1 CHIEF ADMINISTRATIVE OFFICER

8.1.1 2022 Strategic Priorities Page

The 2022 Strategic Priorities list that was created from the December Strategic Priorities meeting was presented. It is a public document and will be brought back on January 24 for approval. This is a multi year document. Reporting will be done during the Committee of the Whole meetings with a written report being submitted quarterly.

Document correction: Next / Later / Long Term Planning – Capital

8.2 DIRECTOR OF PROTECTIVE AND EMERGENCY SERVICES

Time Stamp: <https://youtu.be/yW0qZGcKpDs?t=657>

8.2.1 Covid Update

Wastewater monitoring program – The Town of Drumheller is partaking in a program with University of Calgary that tests the central wastewater to produce a report that could give a better understanding to the number of cases in a community as well as predict upcoming trends in case count. This information gives Alberta Health data. Staff are working together to properly interpret the data. The testing cannot pinpoint neighbourhoods that have an outbreak, just the community as a whole.

8.3. DIRECTOR OF CORPORATE SERVICES  
DIRECTOR OF INFRASTRUCTURE

Time Stamp: <https://youtu.be/yW0qZGcKpDs?t=1168>

8.3.1 Request for Direction - 2022 Capital Budget – Draft

Appendix 1 – Capital Budget Chart

Appendix 2 – 10 Year Capital Plan

Appendix 3 – 5 – Graphs

A Request for Decision for the 2022 Capital Budget will be brought forward on January 24.

Council comments and questions:

Are there a recommended formula or Provincial recommendations about the amount that should be in reserves? Are we at the recommended threshold?

M. Reyes confirmed that a Reserve Fund Policy will be brought forward later in the year and a minimum / maximum threshold can be written into the Policy.

Could the waterline that is going out towards the golf course be renamed as the 'west water line extension' as it is not specific for the golf course.

Penn Water Booster station – could there be conversations with other stakeholders to assist with funding for the station?

9. CLOSED MEETING

- 9.1 Property Management – FOIP 16 – Disclosure harmful to business interests of a third party  
Town Owned Facility - FOIP 23 – Local public body confidence  
Labour - Emergency Services – FOIP 24 – Advice from Officials

**M2022.09** Moved by Councillor Zariski, Councillor Kolafa; that Council close the meeting to the public to discuss labour as per FOIP 23 and 24 – Advice from Officials.  
Time: 5:48pm

**M2022.10** Moved by Councillor Hansen-Zacharuk, Councillor Lacher; that Council open the meeting to the public.  
Time 8:02pm

10. ADJOURNMENT

**M2022.11** Moved by Councillor Zariski, Councillor Kolafa; that Council adjourn the meeting.  
Time: 8:02pm

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

**DRUMHELLER AND DISTRICT SENIORS FOUNDATION**

**REGULAR BOARD MEETING DECEMBER 1, 2021**

**All Reports on File**

**PRESENT: TOM ZARISKI, MARY TAYLOR ,DAVID SISLEY, BOB SARGENT, MELANIE GRAFF, GLENDA YOUNGBERG**

**1.0 CALL TO ORDER**

Meeting called to order at 3:26 PM by Tom Zariski.

**2.0 APPROVAL OF AMENDED AGENDA**

**Motion by Bob Sargent to approve the amended agenda.  
Seconded by David Sisley**

CARRIED

**3.0 MINUTES**

**3.01 Motion by Bob Sargent to approve the Minutes from October 14, 2021.  
Seconded by David Sisley**

CARRIED

**4.0 REPORTS**

**4.01 Administrator Report on file.**

**4.02 Manager reports on file.**

**4.03 Financial Reports**

**Motion by Bob Sargent to accept the financial reports for October 2021**

**Seconded by Mary Taylor**

CARRIED

**Motion by Mary Taylor to accept the amended 2022 Lodge Budgets**

**Seconded by Bob Sargent**

CARRIED

**5.0 CORRESPONDENCE**

Letter from Alberta Seniors and Housing advising DDSF that the \$7 million for the Hillview Lodge addition will now be a grant instead of a capital investment for AB Housing.

**6.0 UNFINISHED BUSINESS**

Glenda updated the Board on the vacancy rate at Sunshine Lodge. We have placed an ad in the Drumheller mail. Also we have rented 5 rooms since the beginning of November. Things are picking up and we will continue to advertise on our Facebook page.

**7.0 NEW BUSINESS**

**7.01** Glenda informed the Board that all the residents now have received their 3<sup>rd</sup> COVID19 shot. All the staff have received their 2<sup>nd</sup> COVID19 vaccination. We lost 1 casual employee and one regular part-time employee who have refused the vaccination.

**7.02** Discussion the new housing bill 78. More information was included in the Board packages. ASCHA has taken all housing management body concerns to GoA regarding the various items in the Bill.

**7.03** Construction update. The architects from JMAA and the mechanical engineer visited the sites on Monday, November 29. In the last meeting with the contractor, we agreed to a 2-story building for Hillview, 13 rooms per floor. New kitchen will be included in the new building. There

will be approximately 3 dining rooms at Hillview. Two in the new build and the current larger one. Renovating the current Hillview kitchen into the laundry room, servery, housekeeping rooms. The current laundry room will be converted into an office for the LPNs. Two current rooms in Hillview will be converted into a staff room. Sunshine lodge will get 8 self-contained rooms, with patios, stacker washer/dryer, kitchenette, separated bedroom, walk-in shower. The current kitchen will be converted into office space and storage. The current servery will be updated. We are still waiting for the grant money from AB Treasury.

- 7.04 Motion by Mary Taylor to approve \$910 of donated funds for October and November entertainment.  
Seconded by David Sisley**

CARRIED

- 7.5** Glenda asked the Board to consider for 1 or 2 persons from the community to join our Board of Directors. She asked that they give this some thought, and we will address this at our January meeting.

- 8.0 Motion by Bob Sargent to go in-camera at 4:42pm  
Seconded by Mary Taylor  
Motion by Mary Taylor to return to the regular meeting at 5:00pm  
Seconded by David Sisley**

- 9.0 Motion to adjourn by Mary Taylor**

**NEXT MEETING JANUARY 20, 2021, AT 3PM.**

  
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Tom Zariski Chairman

  
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Glenda Youngberg Secretary

**DRUMHELLER AND DISTRICT SENIORS FOUNDATION**

**ORGANIZATIONAL MEETING**

**December 1, 2021**

**PRESENT: TOM ZARISKI ,MARY TAYLOR, BOB SARGENT, DAVID SISLEY, GLENDA YOUNGBERG & MELANIE GRAFF**

**1.0 CALL TO ORDER**

Meeting called to order at 3:20 PM by Glenda Youngberg.

**2.0 INTRODUCTIONS**

All board members present were welcomed. Board orientation package distributed.

Tom recognized Ken McLellan for his many years of service as the Munson representative. Welcome to Mary Taylor, new representative for the Village of Munson.

**3.0 NOMINATION FOR CHAIRMAN OF THE DDSF BOARD**

Call for nominations for chairman.

Tom Zariski nominated by David Sisley.

David Sisley moved nominations cease.

Tom accepted the position of chairman.

**4.0 NOMINATION FOR VICE CHAIRMAN OF THE DDSF BOARD**

Call for nominations for vice chairman.

Tom Zariski nominated David Sisley

Bob Sargent moved nominations cease.

David accepted the position of vice chairman.

**5.0 COMMITTEE SELECTION**

The board members discussed the various committees and selection of committee members were agreed upon as listed below.

Motion by Tom Zariski that all Board Members be appointed to all Boards.

CARRIED

**Executive Committee:** All Board Members

**Audit/Finance Committee:** All Board Members

**Policy Committee:** All Board Members

**Personnel Committee:** All Board Members

**Building Committee:** All Board Members

**7.0 MOTION TO ADJOURN**

Motion by David Sisley to adjourn the meeting at 3:25 PM

CARRIED

  
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Tom Zariski Chairman

  
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Glenda Youngberg

**Municipal Planning Commission  
MINUTES  
Meeting of Thursday 12 August, 2021**

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**Present:** Antonia Knight, Development Officer in Training  
Tony Lacher, Councillor/Member  
Shelley Rymal, Member  
Stacey Gallagher, Member  
Art Erickson, Member  
Garry Wilson, Palliser Regional Municipal Services - Municipal Subdivision Planner

**Absent:**  
Darryl Drohomerski, CAO/Development Officer - regrets  
Linda Taylor, Recording Secretary - regrets  
Tom Zariski, Chair - Councillor/Member - regrets  
Andrew Luger, Member - regrets  
Ryan Power, Member - regrets  
Kirk Mclean, Member - regrets  
Devin Diano – CEO/ Director of Planning, Palliser Regional Municipal Services - regrets

**Attendee(s):**

**1.0 CALL TO ORDER – 12:07 pm**

T. Lacher presented the Agenda for the 12 August, 2021 meeting.

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

**Addition** - none

**Deletion** - none

**Amendment** -

**1.2 Acceptance of Agenda**

**Motion:** - S. Rymal moved to accept the agenda for the 12 August, 2021 meeting

**Second:** – A. Erickson - Carried

**2.0 MINUTES FROM PREVIOUS MEETINGS**

**2.1 July 5, 2021**

**Motion:** S. Rymal moved to accept the minutes of July 5, 2021

**Second:** – A. Erickson - Carried

**2.2 Summary of Development Permits**

**Motion:** A. Erickson moved to accept the Summary of Development Permits for information only

**Second:** – S. Rymal – Carried

### 3.0 DEVELOPMENT PERMITS

No development permits were discussed

### 4.0 PALLISER REGIONAL MUNICIPAL SERVICES

G. Wilson presented subdivision File No. 80/163, PRMS #2021-018 Town of Drumheller (Rosedale).

The application was noted as a commercial subdivision with consolidation located at 201 Centre Street, Rosedale. Three land owners involved in application across four lots which are zoned within four different Land Use Districts – Badlands District, Rural Development District, Employment District and Neighbourhood District. It was noted that the application has already been to council for third reading for rezoning.

The options for taking Municipal Reserve were stated to the Municipal Planning Commission as outlined in the Municipal Government Act. In this case, the subject land is the land owned by the Town of Drumheller as the other properties have already had reserves taken at original time of subdivision.

The appeal status to the proximities to Highways 10 and 10X and the Rosebud River would be to the Municipal Government Board however Alberta Transportation responded and deferred the appeal status to the local level. The application was circulated and there no objections were received from adjacent land owners. The utility companies that responded either had no comments or no objections or concerns with the proposal. There were no abandoned wells that would have an impact on the subdivision application.

G. Wilson noted that the purpose of the application is to separate portions of two adjoining properties and consolidate with land owned by the Town of Drumheller that has accessory buildings located on.

**Motion:** by A. Erickson for Municipal Planning Commission to support Palliser Regional Municipal Services recommendations and conditions as stated in subdivision File No. 80/163, PRMS #2021-018 Town of Drumheller (Rosedale).

**Second:** S. Gallagher - Carried

### 5.0 OTHER DISCUSSION ITEMS

5.1 None

### 6.0 NEXT MEETING DATE – August 25, 2021

### 7.0 Adjournment – Meeting adjourned by A. Erickson at 12:25 pm.

**Second - S. Rymal - Carried**



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Chairperson



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Development Officer

**Attachments:**

- Agenda
- Summary of development permits

**Municipal Planning Commission  
MINUTES  
Meeting of Thursday September 23, 2021**

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**Present:** Darryl Drohomerski, CAO/Development Officer  
Antonia Knight, Development Officer in Training  
Tom Zariski, Chair - Councillor/Member  
Tony Lacher, Councillor/Member  
Shelley Rymal, Member  
Andrew Luger, Member  
Art Erickson, Member  
Kirk Mclean, Member

**Absent:** Ryan Power, Member

**Attendee(s):**  
Tammi Nygaard  
Eugene Foisy, Applicant - T00113-21D

**1.0 CALL TO ORDER – 12:04 pm**

T. Zariski presented the Agenda for the September 23, 2021 meeting.

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

**Addition** - none

**Deletion** - none

**Amendment** -

**1.2 Acceptance of Agenda**

**Motion:** - S. Rymal moved to accept the agenda for the September 23, 2021 agenda

**Second:** – T. Lacher - Carried

**2.0 MINUTES FROM PREVIOUS MEETINGS**

2.1 August 12, 2021

**Motion:** A. Erickson moved to accept the minutes of August 12, 2021

**Second:** – A. Luger - Carried

2.2 Summary of Development Permits

**Motion:** A. Luger moved to accept the Summary of Development Permits for information only

**Second:** – S. Rymal - Carried

### 3.0 DEVELOPMENT PERMITS

#### 3.1 T00113-21D – Placement of Mobile Asphalt and Aggregate Plant

D. Drohomerski presented Development Permit T00113-21D submitted by E. Foisy, representative of Brooks Asphalt and Aggregate, for a placement of Mobile Asphalt and Aggregate Plant located at NW-29-28-19W4. Zoning is ED – Employment District.

D Drohomerski advised the application is for placement of Mobile Asphalt and Aggregate Plant. The company has been the land owner for at least 20 years. Under the old Land Use Bylaw 10-08, previously had temporary approved Development Permits coming to the Municipal Planning Commission for approval of operation in that given year. The applicant is requesting approval permanently for operation in the summer months as to not have to submit to the Municipal Planning Commission every operating season.

Drohomerski advised that the land is zoned within the Employment District, and the application has been categorized as Heavy Industrial. The property is currently located next to two Aggregate suppliers and a Meat Packing plant, also considered Industrial uses.

The area is subject to the Northwest Rosedale Area Structure Plan 19-01. It was noted that one line in the Area Structure Plan outlines "asphalt plants would not be considered appropriate for the area adjacent to the highway", however as the road network and subdivisions outlined in Figure 4 of the ASP were never completed and the plant has been previously approved with this ASP in place, the recommendation is to relocate the plant as far back from Highway 10 as possible.

One objection was received through circulation from local resident, T. Nygaard. Their concerns with the proposal include;

- The Environmental Management Policy is vague on emissions and release. What type of pollution control technology is being used? Is the plant using wet scrubbers or a baghouse type system to control particulate emissions as there are different requirements for each system used.
- Are they operating under an approval to operate or the Code of Practice? If under the Code of Practice for Asphalt Paving Plants of 1997 the opacity from all air emission sources shall not exceed 40% averaged over a period of 6 consecutive minutes and the concentration of particulates in each effluent stream from the plant's dryer stack to the ambient air shall not exceed 0.20g per kg of effluent. Will Environmental Reports be submitted to confirm compliance?
- Will the Municipal Planning Commission be requesting a copy of their Environmental logs or proof that they have complied with the AEPEA and the Code of Practice for Asphalt Paving Plants?
- The Plant will be next to a Meat Packing Facility. Is this a good decision?

Nygaard continued that while not opposed the plant in general but that the location in relation to the meat processing facility and for local residents is not optimal. Air quality was a concern raised from previously approved Development Permits for Asphalt plants at this site many years ago and there are still concerns over emissions and air quality.



Brooks Asphalt and Aggregate representative E. Foisy discussed their application. Brooks Asphalt and Aggregate has been operating in Drumheller for many years and enjoys working in the location they own. Allowing operation out of the location applied for, they are able to best service the Town's needs, both for Town projects and for residents of the municipality and surrounding areas. The plant will be mobilized for the operating season, typically May – October. Most equipment is returned to Brooks for servicing, routine maintenance and repairs during the winter.

In response to the concerns raised, Foisy elaborated the following;

- The plant operates under the code of practice and is aware of guidelines set out. Brooks Asphalt and Aggregate is willing and happy to submit the environmental reports to the town everyday in which operating if required. These reports are also regularly reviewed by Alberta Environment.
- Visual inspections on plume and opacity testing are undertaken daily.
- The plant uses a baghouse system, the system is regularly checked. If the system fails, it is required to be replaced and disposed of at a certified landfill – Brooks landfill is predominantly used.
- The plant will be placed at least 100 m from other businesses or structures including the road to mitigate nuisances such as noise, odor as well as not being as easily viewed from the highway.
- Burner oil is used to heat the plant any spills have to be reported. Phase 1 & Phase 2 clean ups may be required if this occurs. In order to ensure the land is clean upon vacating the land, Brooks Asphalt and Aggregate is willing to complete a Phase 1 Environmental Site Assessment.
- Future plans include creating better access point by demolishing the house on 3073 Highway 10, also owned by Brooks Asphalt and Aggregate. This would improve the view of the general area.
- Staff on site will be first aid trained, however there is no civic address for the lot which is required for emergency services to locate in case of emergency. Brooks Asphalt and Aggregate requests a civic address for this location.
- In order to reduce concerns around site contamination, Brooks Asphalt and Aggregate will to enter into Environmental Bond with Town of Drumheller outlined as the beneficiary of land to a value of \$200,000 to allow for contractors to clean up site if found contaminated in the future. If contaminants are found from soil sampling it will be remediated at the owner's expense.
- Brooks Asphalt and Aggregate is also willing to plant trees, irrigation and appropriate signage from the highway to beautify the area.

Municipal Planning Commission discussed the application.

**Motion:** S. Rymal moved to approve presented Development Permit T00113-21D submitted by E. Foisy for a change of use located at 150 3 Avenue West, Drumheller on Plan 7710AP; Block 23; Lot 6 subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 16.20.
2. Development shall conform to Town of Drumheller North West Rosedale Area Structure Plan Bylaw 19.01
3. Placement of plant to be as far from other businesses or structures including Highway 10 as feasible in a manner satisfactory to the Development Authority.

4. Prior to placement of Mobile Plant, Developer to enter into **Environmental Bond** with Town of Drumheller outlined as the beneficiary of land to a value of \$200,000.
5. Developer to undertake **Phase 1 Environmental Site Assessment** upon vacating property. In addition, it is recommended that the Developer undertakes a Phase 1 Environmental Site Assessment prior to development.
6. Developer to **demolish house** located at 3073 HWY 10 - Lot A, Plan 2654JK. Upon demolition of house, access agreement to be submitted to the Town of Drumheller.
7. Until demolition of house, access per plans submitted written authorization from the registered owner of the subject lands to be submitted to 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. A development permit is valid for 12 months from its date of issuance, unless development has been substantially started in a manner satisfactory to the Development Authority.
10. The Development Authority may grant an extension of the time the development permit remains in effect for up to an additional 12 months. The Development Authority shall only grant one extension.
11. Nuisance mitigation measures, including noise, vibration, smoke, dust, fumes, odors, heat, light, or traffic generation, measures to be undertaken, as per plans submitted.
12. All signage placements are to be made under a separate development permit application.
13. Landscaping of area viewable from Highway to be in accordance with Land Use Bylaw 16.20 - Landscaping Standards (3.9.8) including;
  - a. All portions of a site not covered by structures, parking, or vehicular circulation areas shall be landscaped.
  - b. The minimum number of trees required for a industrial or commercial development shall be 1 tree per 35 square metres of landscaped area
  - c. Minimum height of 2 metres and/or 40 millimeters in caliper.

#### **GENERAL REQUIREMENTS**

1. Development shall conform to the Town of Drumheller Community Standards Bylaw 06.19.
2. Development shall conform to Town of Drumheller Tourism Corridor Bylaw 04.19.
3. Developer to submit approval under Alberta Environmental Protection and Enhancement Act to the Development Authority for Aggregate Processing, Gravel Pits and Borrow Sites.
4. It is recommended that the Developer undertakes a Phase 1 Environmental Site Assessment prior to development.
5. Development is required to comply with all federal, provincial, and other municipal legislation.
6. All Contractor(s) and Subcontractors to have a valid Business License with the Town of Drumheller

**Second:** A. Luger - Carried

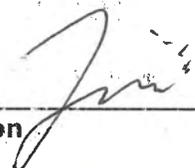
**4.0 PALLISER REGIONAL MUNICIPAL SERVICES**

**5.0 OTHER DISCUSSION ITEMS**

**5.1** Remapping of Land use zones on Palliser web map – is being worked on by Palliser.

**6.0 NEXT MEETING DATE – October 7, 2021**

**7.0 Adjournment – Meeting adjourned** by A. Luger at 12:56 pm.  
**Second** by S. Rymal - Carried



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Chairperson



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Development Officer

**Attachments:**

- Agenda
- Summary of development permits

**Municipal Planning Commission  
MINUTES  
Meeting of Monday November 15, 2021**

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**Present:** Darryl Drohomerski, CAO/Development Officer  
Antonia Knight, Development Officer in Training  
Tom Zariski, Chair - Councillor/Member  
Tony Lacher, Councillor/Member  
Shelley Rymal, Member  
Andrew Luger, Member  
Art Erickson, Member  
Kirk Mclean, Member  
Devin Diano – CEO, Palliser Regional Municipal Services

**Absent:** Ryan Power, Member

**Attendee(s):**

**1.0 CALL TO ORDER – 12:01 pm**

T. Zariski presented the Agenda for the November 15, 2021 meeting.

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

**Addition** - none

**Deletion** - none

**Amendment** -

**1.2 Acceptance of Agenda**

**Motion:** - S. Rymal moved to accept the agenda for the November 15, 2021 agenda

**Second:** – A. Luger - Carried

**2.0 MINUTES FROM PREVIOUS MEETINGS**

**2.1 September 12, 2021**

**Motion:** A. Erickson moved to accept the minutes of September 12, 2021 including one amendment to the date specified within Section 2.1 to August 12, 2021

**Second:** – T. Lacher - Carried

**2.2 Summary of Development Permits**

**Motion:** S. Rymal moved to accept the Summary of Development Permits for information only

**Second:** – A. Erickson – Carried

### 3.0 DEVELOPMENT PERMITS

#### 3.1 T00117-20D – Expansion to existing c-store and new construction restaurant

D. Drohomerski presented Development Permit T00117-20D submitted by N. Ibrahim, representative of 1905407 Alberta Ltd, for the expansion to the existing c-store and new construction restaurant located at Lot 6, Block 11, Plan 9512135.

D. Drohomerski advised the application was approved at the November 5, 2020 Municipal Planning Commission meeting for the expansion to the existing c-store and new construction restaurant at the Shell gas station. The application was approved with conditions under Land Use Bylaw 10-08. The permit is close to the planned expiry date of December 1, 2021. The applicant has an active building permit and has commenced work on Phase 1 of the permit – expansion to c-store, however is yet to commence work on Phase 2 – new construction of restaurant.

D. Drohomerski advised there have been no amendments requested in addition to the extension. The proposed construction does not encroach onto neighbouring properties but will extend onto the greenspace to the rear of the lot. The lot also hosts a Right-of-way easement however the restaurant does not encroach onto the right of ways.

Municipal Planning Commission discussed the application.

**Motion:** A. Lacher moved to grant a first and final extension for Development Permit T00117-20D. No further extensions will be granted for the original permit, in accordance with Land Use Bylaw 16.20, Section 5.16.3. The time extension for the permit is until the date of December 1, 2022.

**Second:** S. Rymal - Carried

### 4.0 PALLISER REGIONAL MUNICIPAL SERVICES

4.1 D. Diano advised there were no items from Palliser Regional Municipal Services to be discussed.

### 5.0 OTHER DISCUSSION ITEMS

5.1 Incomplete developments

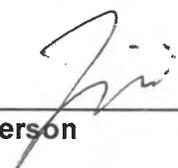
There are number of incomplete developments around town. Letters to go out to a number of these ensure conditions of Development Permits are met

5.2 Chair of MPC

T. Zariski invites other members of the Municipal Planning Commission to undertake the position of Chair. Members suggested a rotating schedule to be discussed again at the next meeting.

### 6.0 NEXT MEETING DATE – December 2, 2021

- 7.0 Adjournment – Meeting adjourned** by A. Luger at 12:54 pm.  
**Second** by A. Erickson - Carried



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**Chairperson**



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**Development Officer**

**Attachments:**

- Agenda
- Summary of development permits

**Town of Drumheller Public Library Board  
Meeting Minutes**

**Date:** Wednesday December 8, 2021  
**Time:** 7 pm  
**Location:** Online - ZOOM Meeting  
**Chair:** Samantha Haddon  
**Secretary:** Cheryl McNeil  
**Regrets:** Caleb Brown; Mitchell Barry  
**Trustees:** Liz Dube, Lynn Fabrick, Stephanie Price, James Foster, Jade Scott  
**Marigold Rep:** Margaret Nielsen (arrived at 7:30 pm)  
**Guests:** Darryl Drohomerski  
**Library Director:** Emily Hollingshead

1. Call to Order – S. Haddon called the meeting to order at 7:01 pm

L. Fabrick opened the meeting with the Indigenous Land Acknowledgement.

2. Meeting Processes

- a. Confirmation of quorum (5/9) – Quorum confirmed with 7 members in attendance.
- b. Accepting of regrets – L. Dube moved to accept regrets. J. Foster seconded. Motion carried.
- c. Additions to the Agenda / Approval of agenda – C. McNeil moved to accept the agenda as presented. S. Price seconded. Motion carried.
- d. Review/Approval of the minutes of November 10, 2021 – E. Hollingshead noted the following amendments to the minutes within section 3b – the statement should read – “new furniture for outside the Library has been selected” and “\$120 remained in the Marigold allocation” In addition, there is a correction regarding Library visits in October which is noted in the Statistics Section of the November report. L. Fabrick moved to accept the minutes of Nov. 10 as amended. L. Dube seconded. Motion carried.
- e. Declaration of conflicts of interest - none
- f. Welcome guests: Darryl Drohomerski

3. Reports

a. Financials:

- i. Financials: E. Hollingshead presented the November 2021 income statement. S. Haddon asked if there were sufficient funds available for staff salaries until the end of the year. E. Hollingshead confirmed that there would be sufficient funds available. E. Hollingshead will provide an updated November 2021 financials report once the bank statement is received.

J. Foster moved to accept the November 2021 financials as presented. L. Fabrick seconded. Motion carried.

- b. Director: E. Hollingshead – shared the November 2021 Director’s report. The Gnome hunt in the library started at the beginning of December. As the pandemic continues, the Library is revisiting virtual programming and thinking of ways to make virtual events as accessible as possible. For example, they have spoken with Rose about sharing recordings of programs with Pioneer Trail to show the following day. The library has also arranged to take advantage Access Copyright’s Read Aloud Canadian Books program which provides the necessary permissions for the library to produce online story times. The library is hopeful that in-person story time will start again in 2022 once more children have had an opportunity to be vaccinated.

There is a plan to continue the This is Home project with Doug Griffiths and Kelly Clemmer’s book *13 Ways to Kill Your Community* in 2022 with an emphasis to turn engagement into action with monthly live conversations.

On Dec. 18<sup>th</sup> the Library is partnering with CDSP/FCSS to host a stocking stuffer event where kids can choose and wrap donated gifts for their parents. The Library is looking to resume full

version: December 6, 2021

days on Saturdays and adding evening hours on Tuesdays and Thursdays in January which will improve accessibility of library services.

A practicum student will be coming from SAIT's library technician program in January for a period of three weeks. MH Enterprises connected the library with funding to subsidize the wages of the new administrative assistant for the first few months. Fax fees have been reworked and simplified which makes the process much easier to understand and remember for staff and patrons.

- c. Marigold: M. Nielsen – reported that Marigold had an executive meeting this evening. M. Nielsen also reported that Marigold are in their new building and they have identified a number of deficiencies and are working to resolve these. Langdon is working with Rocky View County and Marigold Library System to have their own public library. Langdon has one of the largest youth populations in Canada. In addition, a number of new policies were reviewed at the Executive meeting.
- d. Library Society: S. Haddon – M. Nielsen reported on the Reel Alternative movie last Monday, Nov. 29 at the Napier Theatre. The Society has received over 100 requests for books from the community which will support the Salvation Army's work at Christmas time. The next Society Meeting is Monday, Jan. 17, 2022. The Library Society is looking for volunteers to support their work in the community.
- e. Other:
  - i. Policy Committee: Set meeting date (S. Haddon will wait to confirm dates with C. Brown)
  - ii. Special Projects Committee: S. Haddon requested information from J. Foster and L. Fabrick for a meeting date in January.
  - iii. HR Committee: Next meeting Tues. Jan 11, 2022 – 5:30 pm

#### 4. New Business

##### a. For Discussion

- i. Funding from neighbouring counties – this is part of a bigger project for cost sharing with neighbouring counties. E. Hollingshead provided statistics of the number of patrons from neighbouring counties to D. Drohomerski. M. Nielsen mentioned that the Marigold Library System agreement should be examined before the Town of Drumheller approaches the counties for funding. M. Nielsen indicated that she will follow-up with Marigold on this to confirm if there is an opportunity to work something out with the neighbouring counties.
- ii. Council Presentation Draft – E. Hollingshead shared the draft presentation for the Drumheller Council meeting to be held on Monday, Dec. 13<sup>th</sup>. There was discussion about the 2022 major projects slide (preparing for Centennial). There was agreement to remove this slide for now and to bring forward this information to the Town after the Library Board has received more information. E. Hollingshead plans to send the presentation and supporting materials tomorrow (Thursday, Dec. 9) to the Town so Council will have the information in advance of the Council meeting.
- iii. Year End Report – Director's Report – E. Hollingshead asked the Board for the types of information they would want included in the Director's year-end report. Anything in particular that the Board wants to add? Board members commented that they liked the information that E. Hollingshead provides and that the library reports are very thorough. If anything comes to mind, please email E. Hollingshead with your suggestions.

##### b. Decision

##### c. For Information/Reminders

- i. Board Calendar:
  - 1. New Board member recruitment (Ongoing)
  - 2. New Board member orientation (Ongoing)
  - 3. Present to Council (Mon Dec 13)
  - 4. Volunteer Hours due (December)
  - 5. Plan of Service Review (January)
  - 6. Update Board Calendar with key 2022 dates (January)

ii. Correspondence

E. Hollingshead mentioned there is a stack of Christmas cards in the library that need signatures from Board members. Board members are invited to come into the library to sign the cards at any time they are in the neighbourhood.

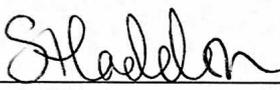
5. Ongoing/Unfinished Business

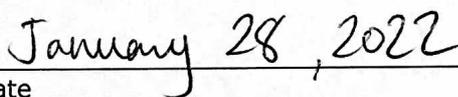
- a. Plaques – Little Free Libraries & Instruments - Linda from DLS
- b. Little Free Libraries - Working on Final Placement
- c. Updating Policies & Bylaw - Set December/January meeting date
- d. Special Projects Committee - Set January meeting date

7. Adjournment

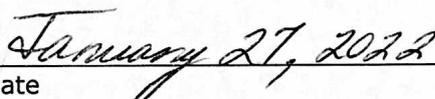
J. Scott moved to adjourn the meeting at 8:41 p.m. L. Dube seconded. Motion carried.

**Next Meetings:** Wednesday January 12, 2022

  
\_\_\_\_\_  
Board Chair

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Board Secretary

  
\_\_\_\_\_  
Date

# DRUMHELLER HOUSING ADMINISTRATION - DRU

September 21, 2021 – 3:00 pm Virtual Meeting on ZOOM

## BOARD MEETING

### CALL TO ORDER

The meeting was called to order at 3:05 pm

#### In attendance:

- . Board Chair Jay Garbutt
- . Board member Gerald Martynes
- . Board member Brendon Huntley
- . Board member Victoria Madsen
- CAO Bob Sheddy, Cass Houston, Mitch Smith, Linda Lacher

### APPROVAL OF MINUTES – June 15, 2021

On motion of Gerald and seconded by Victoria the Minutes of June 15, 2021 were accepted as read. Everyone was in favor. Carried

### OLD BUSINESS

- \$1,425.08 is held in Trust by the Town of Drumheller. The Town of Drumheller will issue a cheque back to DHA and then the balance will remain \$0.
- Colton's Place Electricity Bill - Electricity Account will stay under DHA per modus operandi. Ok to a member of DHA to attend the BCAVA aside from Kandace. Bob will attend a meeting. This way DHA can stay up to date with what is going on with the unit and Salvation Army. There have been a few issues with the security system for the unit, they should be dealing with Total Control directly.

### MANAGEMENT REPORT

- Board Liability Insurance - Copy sent to Board for review
- 2021 CNIT - Board was brought up to date on the new Income Thresholds.
- Letter From Alberta Housing Re: 2020 Audit Review Letter - There were no journal entries done, it must have been a note carried over from last year. Send copy to the Auditor to have it removed (Aiden @ Ascend)
- Find Housing Digital Service - New service being worked on where the public can go onto a website and see how many available units a community has.

### MAINTENANCE REPORT

- 24 Hunts Electrical Panel Moved by M&M Electric \$1807.04 - The fresh air vent was causing water to leak into the electrical panel. M&M Electric moved the panel to a safe, dry location. Everything is good now, no further issues.
- Greentree Flooring Tender: 16JR, 17PP, 26JR, 27PP, 39PP - Andy Hau will put the flooring bid out to tender for these units.
- Spring Clean Up Greentree/Hunts/Sandstone - Barricades were put out in Housing and tenants are making use of them to help get rid of their garbage/unwanted items.

FINANCIAL REPORTS

- R.A.B.(Rental Assistance Benefit) - \$156,000 budget - Room to add 4 people at the maximum \$400/month
- \$180,841 in Sandstone Capital Reserve with the Town of Drumheller
- Monthly Expenditure Lists - approved
- DHA Financials - approved
- Sandstone Financials - approved
- Sandstone Reconciliation
- DHA A/R List - approved

IN CAMERA - On motion of Kandace and, seconded by Victoria the motion to proceed in camera was accepted. All in favour. Carried.

- Auditor Quotes for 2021 & 2022 discussed.
- Management Contract Approved for additional 3 years

Meeting Dates: Potential for virtual meetings due to the current COVID-19 Virus outbreak encouraging Social Isolation..

Meeting adjourned at 3:40 pm.

Minutes Accepted on 11 day of January, 2022

Crystal Sereda  
BOARD CHAIR



**CRITICAL CARE, ANYWHERE.**

**WE ARE ALL STARS®**

1

**#1 PRIORITY**  
**UNINTERRUPTED OPERATIONS**

Remain under strict protocol  
Increasing stress-related missions  
COVID-related cases

- \* 1 -in-5 STARS missions

STARS Transport Physicians

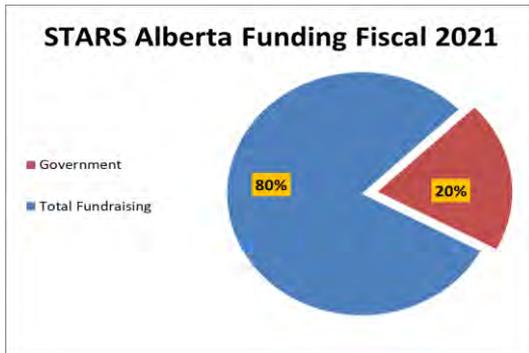
- \* Assist hospital personnel
- \* Provide critical care guidance
- \* Virtual Dr.-to-Dr. consultation
- \* Airway management
- \* Ventilation / resuscitation procedures



**COVID-19 PANDEMIC CONTINUES**

**WE ARE ALL STARS®**

2



Funding in Thousands		
AB Government Funding	\$	7,354
Total Operating Costs /Capital Expenditures**	\$	36,700
AB Government Funding as a Percent of Costs		20%
STARS Gross Fundraising		
AB Lottery	\$	7,321
Calendar	\$	10,358
Site Registration / Emergency Contact Centre	\$	381
Other Revenue	\$	3,077
	\$	664

\*\* Excludes capital expenditures for fleet renewal

## THINKING OUTSIDE THE BOX

### IDENTIFY EFFICIENCIES

- Operational and Fund-raising
- Downsized staff (affected areas)

### STARS LOTTERY “Single-Largest Funding Source”

- 2021 Lottery Sold Out
- 2022 Lottery – Tickets @ StarsLottery.ca

### STARS CALENDAR CAMPAIGN DECREASED

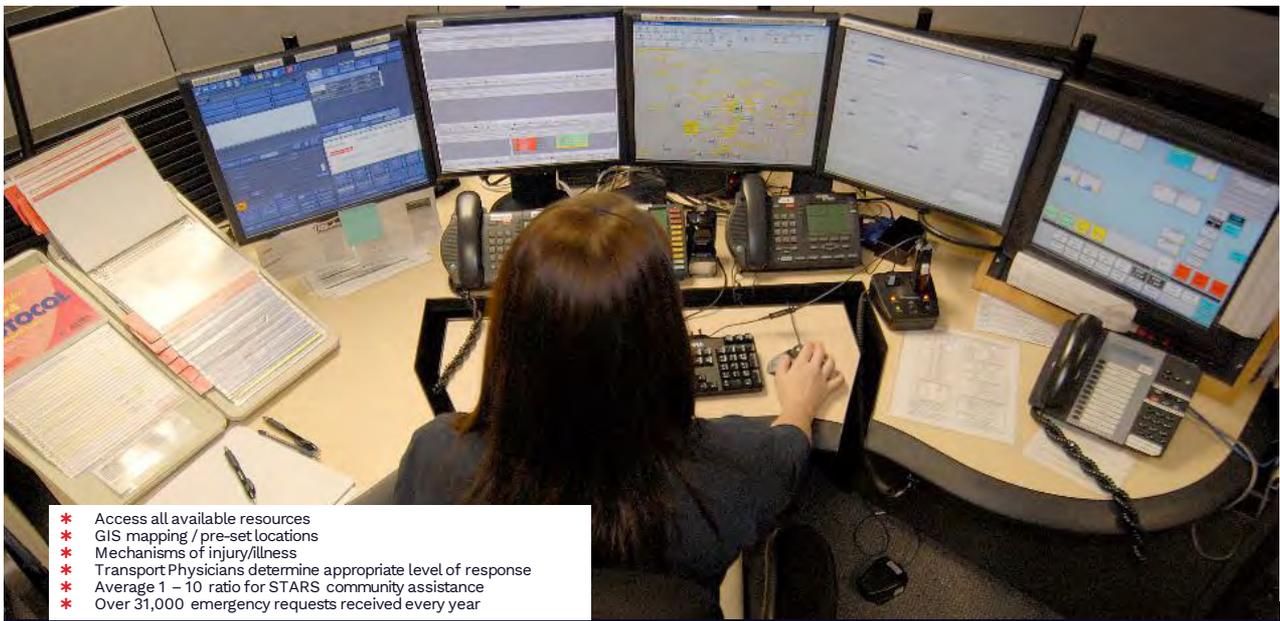
- Inability to travel
- Calendars for sale at Municipal Offices across Alberta

### PIVOT TO SAFE ONLINE EVENTS

- Unforeseeable future for mainstay events
- Signature events cancelled for 2<sup>nd</sup> year
- Rural communities host online 50/50’s & raffles
- New multi-Provincial Radiothons

## PRO-ACTIVE ACTION WE ARE ALL STARS®

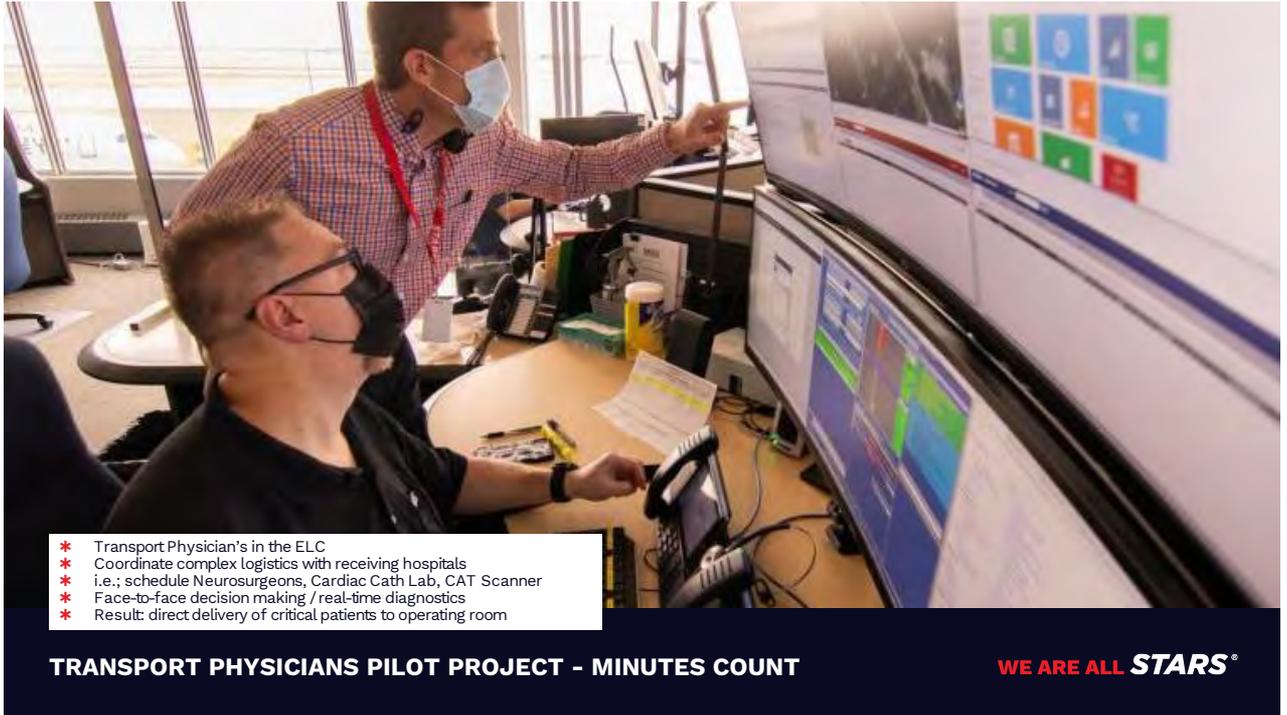
3



- \* Access all available resources
- \* GIS mapping / pre-set locations
- \* Mechanisms of injury/illness
- \* Transport Physicians determine appropriate level of response
- \* Average 1 – 10 ratio for STARS community assistance
- \* Over 31,000 emergency requests received every year

## EMERGENCY LINK CENTRE (ELC) 24/7 SAFETY NETWORK WE ARE ALL STARS®

4



5

TOWN of DRUMHELLER @ February 02, 2022	2017	2018	2019	2020	2021	2022	TOTAL
Drumheller Hospital (critical inter-facility transfers)	17	15	17	14	23	2	88
Near Drumheller (scene calls)	2	6	4	1	8		21
<b>TOTAL</b> (Based on avg. 21 missions per year / represents over \$150K in service value for Drumheller residents & area)	<b>19</b>	<b>21</b>	<b>21</b>	<b>15</b>	<b>31</b>	<b>2</b>	<b>109</b>



6

## Municipal Initiative

Municipalities Consider STARS

\*An Essential service

\*A Vital asset of emergency protective services

90% Regional Partnerships

\*Town of Drumheller + Municipal neighbors

Commitments: per capita or annual fixed-rate

\*Urban - \$2 per capita (majority)

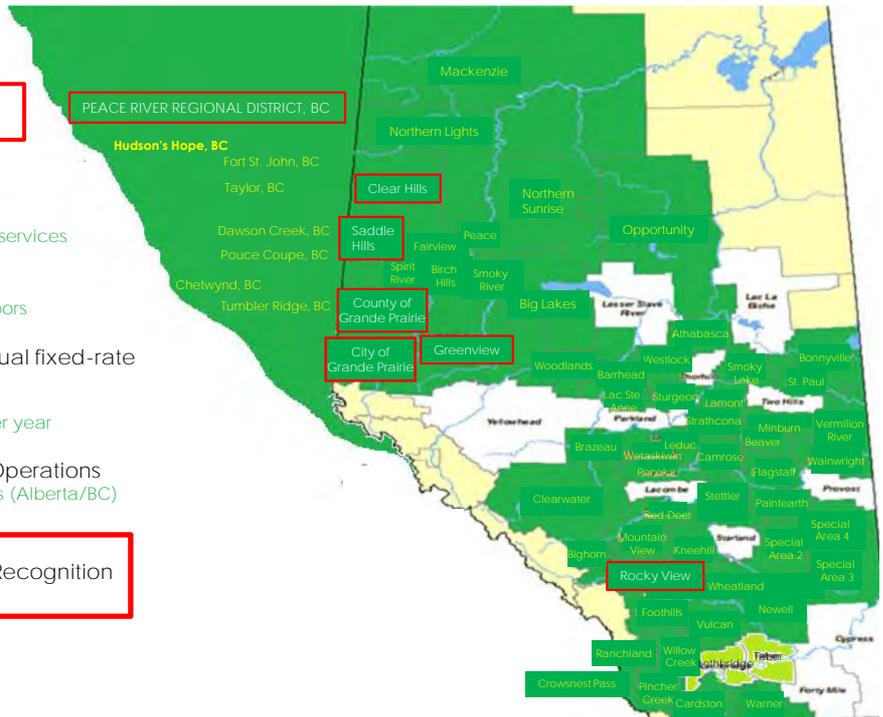
\*Rural - up to \$90 per capita

\*Standing Motion - up to \$210,000.00 per year

\$2M+ = Sustainable Funding for Operations

\*GREEN represents municipal supporters (Alberta/BC)

7 Municipalities Receive Logo Recognition



7

## A GENERATIONAL INVESTMENT

### \$138M Fleet Campaign

- \$65M Federal Government (5)
- \$13M Saskatchewan (1)
- \$13M Alberta (1)
- \$29M Corporate Business, Dedicated Individuals, Municipalities
- \$15M Possible BK117 proceeds

### \$3M Remaining Campaign



FLEET CAMPAIGN CONTINUES

WE ARE ALL STARS®

8



**BREAKTHROUGH TECHNOLOGY**

- \* Outperforms BK117 -speed, range, fuel efficiency
- \* Advanced avionics reduce pilot fatigue i.e., back-to-back missions
- \* Increased safety components and reduced cost
- \* Fenestron; increases maneuverability, decreases noise & vibration
- \* 5-bladed system increases lift/ load capacities in complex terrain



- \* State-of-the-art Intensive Care Unit (ICU)
- \* STARS world-class expertise - Critical Care Nurse - ALS Paramedic
- \* STARS Transport Physician oversight on every mission
- \* Cutting-edge technology - vital diagnostic tools
- \* ¾ of all expenditures - aviation and medically-related
- \* STARS provides the highest level of critical care available

9

STARS - Serving Albertans since 1985.  
 More than 45,000 missions flown,  
 No cost to the patient.

**Thank You, Town of Drumheller**

*Life-saving partners since 1989  
 Previous Pledges - \$5,000.00 / per year  
 Presented @ Old Grouch Event since 2012.*

OUR REQUEST

\$1 per capita / per year  
 2022, 2023, 2024, 2025  
 (in conjunction with council term)

A life is saved every day.  
 Partnerships make this possible.  
 You are **STARS** reason for being.

10



# Drumheller & District Chamber of Commerce

Update to Town Council  
February 14, 2022

1

## Our Mission

- ▶ Building a strong business community in the Drumheller area through:
  - ▶ Promotion of local business
  - ▶ Awareness of membership benefits and the DDCC
  - ▶ Advocacy on behalf of membership at the local, provincial and national levels
  - ▶ Providing opportunities for members to learn, share and network

2

## 2021-22 Board of Directors

President - Martina Morrison (Riverside Value Drug Mart)

Vice President - Deana Hannem (Dinosaur Valley Massage & Wellness)

Secretary-Treasurer - Lisa Magee (ProPlan Financial/The Cooperators)

Past President - Jeff Hall (MNP)

### Directors:

- Mike Bell (Western GM Drumheller)
- Christine DeMille (The General Store & Wanderlust Boutique)
- Brandi Schneider (Drumheller Registries)
- Bob Shedly (The Drumheller Mail)
- John Shoff (Reality Bytes)
- Shannon Wade (Hi-Way 9)
- Lisa Hansen-Zacharuk (Town of Drumheller Appointee)

3



4

## Chamber Membership

- ▶ 243 members (242 members in 2020)
- ▶ 23 new members in 2021
- ▶ Relationship building
  - ▶ 1214 Facebook likes & 1546 Facebook followers
  - ▶ 610 Instagram followers
- ▶ Value-Added Program Highlights
  - ▶ Chambers of Commerce Group Insurance Plan ~ 77 members
  - ▶ Merchant discount programs - ATB, First Data, Elavon
  - ▶ Fuel discounts - ESSO, Petro-Canada
  - ▶ Shipping discounts - Purolator, UPS
  - ▶ Payroll, HR & Legal services - Payworks, ADP, Peninsula

5

## Advocacy

Local	Alberta Chambers of Commerce	Canadian Chamber of Commerce
<ul style="list-style-type: none"><li>• Fireworks bylaw</li><li>• Downtown Area Revitalization Plan</li></ul>	<ul style="list-style-type: none"><li>• Annual General Meeting and Policy Session</li><li>• Policy Committee</li><li>• Weekly network meetings</li><li>• Vote Prosperity Campaign</li></ul>	<ul style="list-style-type: none"><li>• Annual General Meeting</li></ul>



6

## Shifting in 2020 & 2021

- ▶ Focus on business supports
- ▶ Increased email communications
- ▶ Status of Local Businesses list and other resources on website
- ▶ **Town of Drumheller's emergency response**
- ▶ Virtual Lunch & Learns & Women in Business mixer
- ▶ Shop Local program
- ▶ Rapid Test Kit program
- ▶ Lots of ribbon cuttings!

7

## Building Enhancement Grant Program

- ▶ 2021
  - ▶ \$35,000 in total funds available
    - ▶ \$20,000 - Chamber of Commerce
    - ▶ \$10,000 - Town of Drumheller
    - ▶ \$5,000 - Community Futures Big Country
  - ▶ 10 business projects supported
- ▶ 2022
  - ▶ \$40,000 in total funds available
    - ▶ \$25,000 - Chamber of Commerce
  - ▶ Application deadline February 15



8

## World's Largest Dinosaur

- ▶ 2021 visitation: 74,873 people
  - ▶ Closed December 13/20 to June 9/21
- ▶ 15% increase over 2020
- ▶ 5 year average: 116,078 people
- ▶ Legacy Fund contributions suspended with COVID
- ▶ Capital Repair Fund = 25% gross admissions
- ▶ Media visits
  - ▶ Expedia
  - ▶ National Geographic - The Dinosaur Hunter
- ▶ Future maintenance



9



## Visitor Information Centre

- ▶ First point of contact
- ▶ 2020 - 27,655 visitors counselled
- ▶ 2021 - 22,706 visitors counselled
- ▶ Virtual VIC project
- ▶ Drum Discovery pilot

10

## Community Involvement



- ▶ DinoArts Association
- ▶ Travel Drumheller Marketing Association
- ▶ Community Futures Big Country
- ▶ Economic Development Advisory Committee
- ▶ Business Leader of Tomorrow Scholarships
- ▶ Community Business Association
- ▶ Festival of Lights
- ▶ Celebration of Excellence

11

## The Year Ahead...

- ▶ Lunch & Learns
- ▶ Annual General Meeting
- ▶ Celebration of Excellence



12



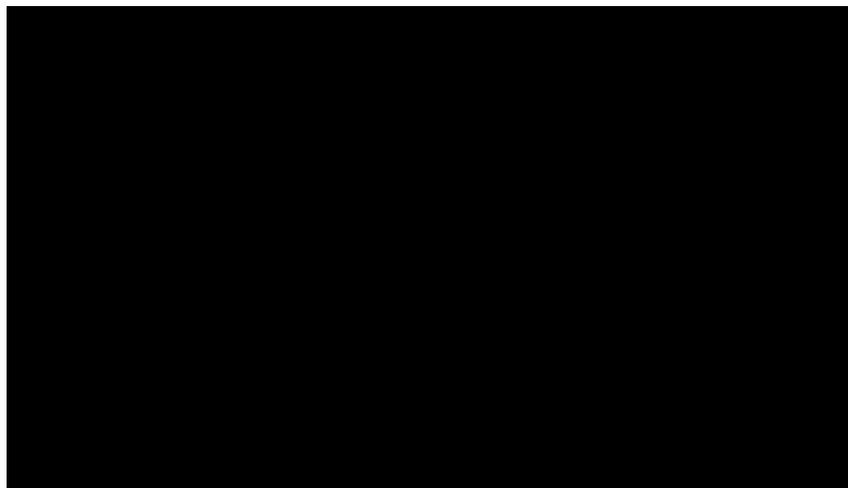
Questions?  
Comments?

# DRUMHELLER AND DISTRICT SENIORS FOUNDATION

2022 Budget Presentation



1



2

## OUR PURPOSE

### VISION:

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

### MISSION:

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

### VALUES:

- ▶ Dignity and Respect
- ▶ Choice
- ▶ Collaboration
- ▶ Integrity
- ▶ Compassion
- ▶ Well-being



3

## Overview of Foundation

- ▶ Housing Management Body
- ▶ Municipalities served:
  - ▶ Town of Drumheller
  - ▶ Starland County
  - ▶ Village of Morrin
  - ▶ Village of Munson
  - ▶ Village of Delia
- ▶ ~60 employees
  - ▶ ~90% unionized

- ▶ Own and operate:
  - ▶ Supportive Living
    - ▶ Sunshine Lodge - 64 rooms
    - ▶ Hillview Lodge - 36 rooms
      - ▶ DSL 3 in contract with AHS
  - ▶ Independent Living
    - ▶ Cottages - 12 suites



4

## History

- ▶ The Drumheller and District Seniors Foundation is a Management Body created by Ministerial Order, under section 5 and a corporation as outlined in section 6 of the Alberta Housing Act (1960)(1995).
- ▶ The function of the organization is to provide adequate and suitable accommodations that are accessible to seniors based on individual need.

5

## Overview Self-Contained

- ▶ Managed on behalf of ASHC
  - ▶ Independent Living
    - ▶ Maple Ridge Manor 1 - 29 apartments
    - ▶ Maple Ridge Manor 2 - 20 apartments
    - ▶ Riverview Villas - 6 suites
    - ▶ Highland Dell (Delia) - 6 suites
    - ▶ Blooming Prairie (Morrin) - 4 suites



6

Sunshine Lodge  
64 units  
Supportive Living  
SL2



Hillview Lodge  
36 units Designated  
Supportive living  
SL3



7

## 2022 Budget Requisition Breakdown

- ▶ Based on equalized assessment
  - ▶ Town of Drumheller - \$552,979
  - ▶ Starland County - \$401,092
  - ▶ Village of Delia - \$10,835
  - ▶ Village of Morrin - \$8,865
  - ▶ Village of Munson - \$11,229
- ▶ ~50% used primarily for debt repayment after 2003 Sunshine Renovation and 2008 Hillview Construction. Sunshine loan was paid off August 2021. Hillview loan will be paid off August 2023. Since the old Sunshine loan is now paid off, we will use part of the requisitions for the new Sunshine remodel loan.



8

# 2022 Combined Lodge Revenues



Rent	
Rental revenue - Sunshine	\$ 1,064,616.00
Rental revenue - Cottages	\$ 92,676.00
Rental revenue - Hillview	\$ 710,246.67
<b>Subtotal - Rent</b>	<b>\$ 1,867,538.67</b>
Subtotal - Resident Services (cable, laundry)	\$ 105,100.00
Subtotal - Non Resident Services (quest meals)	\$ 200.00
Subtotal - Grants (lodge assistance program)	\$ 411,701.00
Subtotal - Operational Funding (requisitions, DSL)	\$ 1,731,443.00
Subtotal - Other Income Amounts (interest)	\$ 4,350.00
<b>TOTAL REVENUE</b>	<b>\$ 4,120,332.67</b>

# 2022 Budget Expense Breakdown for Lodges



<b>UTILITIES</b>	\$ 421,903.00
Gas/Electric, phone, cable/internet	
<b>OPERATING</b>	\$ 452,820.00
kitchen supplies & food, housekeeping, insurance etc.	
<b>MAINTENANCE</b>	\$ 179,087.00
Mechanical, appliances, grounds, interior/exterior of building	
<b>HUMAN RESOURCES</b>	\$ 1,823,994.00
<b>ADMINISTRATION</b>	\$ 80,171.00
Office supplies, travel, legal fees, etc.	
<b>Health (DSL)</b>	\$ <u>680,900.00</u>
<b>TOTAL</b>	\$ <u>3,853,610.00</u>

## 2022 Budget Breakdown for Self Contained

REVENUE			
RENT	\$	\$445,612.00	
RESIDENT SERVICES	\$	\$ 69,190.00	
OTHER	\$	\$ 195.00	
TOTAL	\$	\$ 514,997.00	
EXPENSES			
UTILITIES		\$187,520.00	
Gas/Electric, phone, cable/internet			
OPERATING	\$	10,009.00	
Janitorial, Pest control, Insurance			
MAINTENANCE		\$116,426.00	
Interior/Exterior, Mechanical, Appliance, Grounds			
HUMAN RESOURCES		\$191,152.00	
ADMINISTRATION	\$	39,820.00	
Office supplies, travel, legal fees, etc.			
TOTAL		\$544,927.00	
TOTAL BUDGET (DEFICIT)	( \$	29,930.00 )	



11

## Future Plans for DDSF

### Hillview Lodge Expansion:

- 26 new SL4 rooms (2 stories)
- New central kitchen for Hillview & Sunshine

### Sunshine Lodge renovation:

- Demolition of 1960s 500 wing
- Addition of 8, 1-bedroom self-contained units
- Renovation of old kitchen into offices, and storage

12

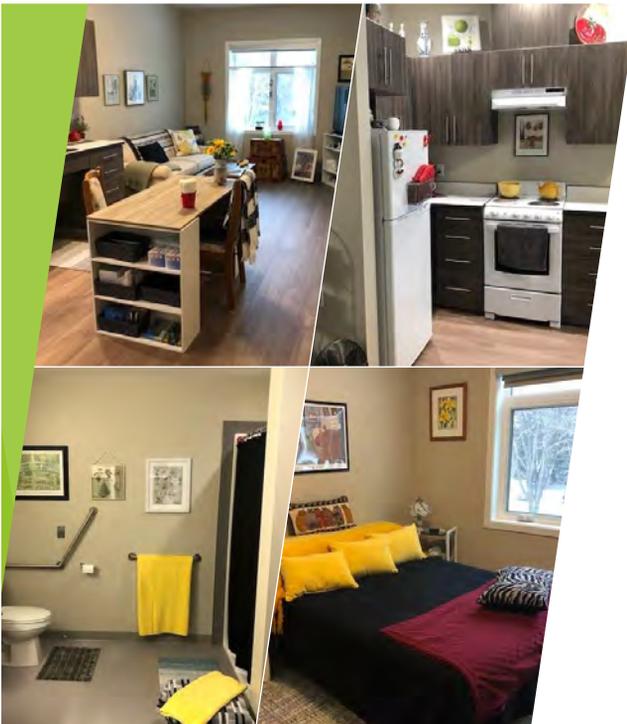


## Proposed additions and renovations

Hillview + Central Kitchen  
top of screen

Sunshine lower right of screen

13



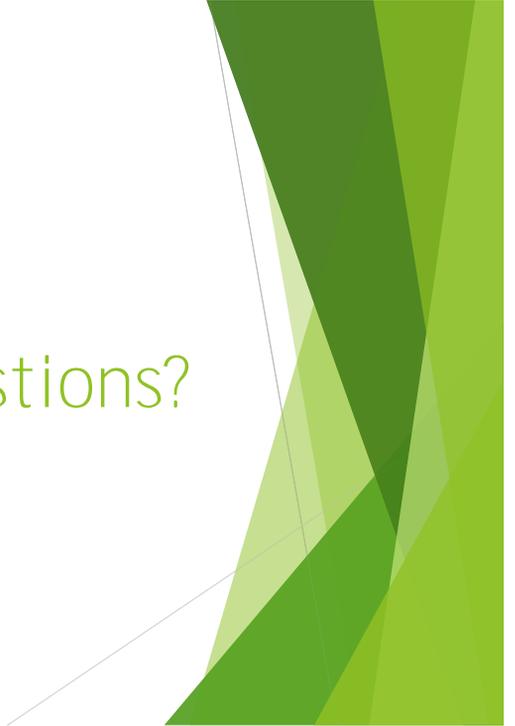
## New Sunshine Lodge 1-bedroom units

Self contained:  
Large units  
Kitchen  
Washer/Dryer  
Patio

14



Questions?



## STRATEGIC PRIORITIES CHART

## JANUARY 2022

### CORPORATE PRIORITIES (Council/CAO)

#### NOW

1. FLOOD MITIGATION: LUB/MDP/DARP Amendments: – Apr.
2. FLOOD MITIGATION: Property Acquisition Policy – Jan.
3. COMMUNITY REQUEST: Policy – May
4. SERVICE CAPACITY REVIEW: Staffing – Mar.
5. HOUSING STRATEGY: Terms of Reference – Feb.

#### NEXT/LATER

- OLD HOSPITAL: Future Use
- TRAIL SYSTEM: CN Trail Development
- SHORT TERM RENTAL POLICY: Scope
- LONG TERM FINANCIAL PLAN: Draft
- LONG TERM CAPITAL STRATEGY: Draft
- PARKS & RECREATION MASTER PLAN: ToR
- SOCIAL EQUITY STRATEGY: Draft
- PUBLIC TRANSIT MODEL: Options
- ASSET MANAGEMENT PLAN

#### ADVOCACY / PARTNERSHIPS

- CN Rail Lease
- Home Energy Grant Program/Funds (Prov.)
- Mutual Aid Agreement
- Brownfield Remediation Funding (FCM)
- EMS Model Revision (AM)

### OPERATIONAL STRATEGIES (CAO/Staff)

#### CHIEF ADMINISTRATIVE OFFICER

1. CN RAIL: Lease – Mar.
2. SERVICE CAPACITY REVIEW: Staffing – Mar
3. Garbage Disposal: Billing – Feb.
  - FLOOD MIT: LUB/MDP/DARP Amendements
  - Records management: RFP out

#### CORPORATE SERVICES

1. Utilities Rate Review: Terms of Ref.– Feb.
2. Council Financial Reports: Improvements – Apr.
3. Cost Sharing Negotiation: Recommendation – June
  - Long Term Tax Strategy; Draft
  - Financial Process: Improvements Implementation

#### HUMAN RESOURCES

1. Salary Review: Scope – Feb.
2. Recruitment Strategy: Review – Mar.
3. Employee Engagement: Dialogue & Survey – Mar.
  - Collective Bargaining: Preparation
  - Job Description Review: Inventory

#### RECREATION

1. Recreation Membership Program: Marketing – Feb.
2. Banquet Hall Campaign: Launch – Feb.
3. COMMUNITY ASSISTANCE: Policy Update – May
  - Member/User: Analysis
  - PARKS & REC. MASTER PLAN: Terms of Ref – May

#### PROTECTIVE / EMERGENCY

1. Spring Emergency Management Readiness: EOC – Apr.
2. Remedial Properties Policy: Final Draft– Feb.
3. Traffic Bylaw: Draft – Apr.
  - Mutual Aid Agreements: Amendments
  - Fire Chief Position: Proposal

#### INFRASTRUCTURE

1. Bridge 11: Community Engagement – March.
2. Nacmine Force Main: Design – Feb
3. Beautification: 2022 Targets – Feb.
  - ASSET MANAGEMENT PLAN: Inventory
  - TRAIL SYSTEM: 2022 CN Trail projects

#### COMMUNICATIONS

1. Internal Communications: Policy – Feb.
2. Public Participation : Survey Draft – Mar.
3. Strategic Communication Plan: TOR - June
  - Housing Incentives: Promotion
  - Community Beautification initiatives: Research

#### FLOOD MITIGATION

1. FLOOD MITIGATION: 2022 Dike Tenders
2. FLOOD MITIGATION: 4 Year Work Plan
3. FLOOD MITIGATION: 2023 Dike Consultation
  - 
  -

#### COMMUNITY DEVELOPMENT & SOCIAL PLANNING

1. Needs Assessment /Service Plan: ToR – Feb.
2. SOCIAL EQUITY STRATEGY: Draft – April.
3. Wellness Education Plan: Pilot – Feb.
  - Inclusive Community Programming Framework
  - Drumheller Valley Outreach: Program

#### ECONOMIC DEVELOPMENT

1. HOUSING STRATEGY: TOR Draft – Feb
2. Downtown Plaza: Design & Budget draft – Feb
3. OLD HOSPITAL: EOI - May
  - PUBLIC TRANSIT MODEL: Options
  - Economic Development: Policy Review

## BRIEFING NOTE

<b>DATE:</b>	February 14, 2022
<b>TITLE:</b>	Garbage Disposal Billing
<b>DEPARTMENT:</b>	CAO Office
<b>PRESENTED BY:</b>	Darryl Drohomerski, CAO
<b>ATTACHMENT:</b>	None

### INTRODUCTION / PURPOSE / PRIORITY

The Drumheller and District Solid Waste Association (DDSWMA) is made up of 15 member municipalities, including the Town of Drumheller. Over the last few years, the Association determined that Drumheller was being subsidized by the other members because of the substantial number of commercial customers and DDSWMA voted to implement a commercial tipping fee for all customers, effective April 1, 2022.

### BACKGROUND / PROBLEM

DDSWMA charges the municipalities for disposal services based on population determined by Statistics Canada. They do not charge by weight disposed of in the landfill but there are good correlators between population and waste generation. However, the model accounts for the waste generated by residential customers only as 14 of the 15 members are predominantly residential customers. In those municipalities, any commercial customer pays a disposal fee to the landfill for the weight deposited.

Because of the way the waste is charged, the commercial or larger residential entities in Drumheller with the large bins (not carts) only pay for the collection service and not the cost of garbage disposal. This results in both residents of Drumheller, and the other municipalities, subsidizing the landfill operations.

### KEY POINTS / STATUS

DDSWMA informed all municipalities in January that a charge for commercial waste would come into effect on April 1, 2022. The cost is \$65 per tonne. The Town and its franchised collector have sent a letter to all commercial customers informing them of the change to the fees. The fees by DDSWMA are charged to GFL, who in turn will charge their customers.

### IMPLICATIONS / CONSEQUENCES /

This change really aligns solid waste disposal charges with almost all municipalities in Alberta. The commercial customers have been subsidized for many years by residents and other municipalities and this creates a fair and equitable system.

### FINANCIAL

There will be increased costs to the commercial customers, but some customers in Drumheller have always paid disposal fees so this makes the system more equitable.

### COMMUNICATIONS

Letters have been sent to the commercial customers informing them of this change. Notifications will also be placed in the Drumheller Mail and website and social media.

## BRIEFING NOTE

<b>DATE:</b>	February 14, 2022
<b>TITLE:</b>	Terms of Reference Utility Rate Model
<b>DEPARTMENT:</b>	Corporate Services
<b>PRESENTED BY:</b>	Mauricio Reyes, Director of Corporate & Community Services
<b>ATTACHMENT:</b>	None

### BACKGROUND / INTRODUCTION

In 2022, the utility rate model needs to be updated. The previous utility rate model was updated in 2019 and was used for the fiscal years 2020, 2021, and 2022.

### KEY POINTS / STATUS

- The terms of reference have been drafted and have been shared with the Director of Infrastructure and the Manager of Utilities for input
- Once proper input has been received, the next step is to prepare an RFP which is planned to be released in April 2022

### IMPLICATIONS / CONSEQUENCES /

- The utility rate model will be used to establish water and wastewater rates from 2023 to 2027 for the Town of Drumheller residents and surrounding communities that purchase water from the Town

### FINANCIAL

- The utility rate model will be used to calculate utility revenue for budget purposes in the years 2023 to 2027
- The utility rate model will assist the Town plan reserve planning in the next five years

### COMMUNICATIONS

- None specific to this initiative. A media release will be prepared when the utility rates are approved by Council on an annual basis.

## BRIEFING NOTE

<b>DATE:</b>	February 14, 2022
<b>TITLE:</b>	Recreation Membership Program: Marketing (February)
<b>DEPARTMENT:</b>	Recreation
<b>PRESENTED BY:</b>	Darren Goldthorpe
<b>ATTACHMENT:</b>	None

### **INTRODUCTION / PURPOSE / PRIORITY**

#### Recreation Membership Program: Marketing

- The new Continuous Membership Model has been rolled out.
- Recreation and Communications have worked together to provide communication to the public in the forms of media release, social media, radio and print as well as ongoing engagement by staff.
- Will see a marketing campaign with Canada Post via mailed postcards as well as enhanced social media through Google and Facebook.
- Marketing will shift to ongoing as well as another active push in the fall of 2022.

### **BACKGROUND / PROBLEM**

There was concern that recreation in our community was becoming too expensive. A new model provided an opportunity for community residents to have recreational opportunity with less financial barriers. With lower fees, the goal is to have more members.

### **KEY POINTS / STATUS**

New model was implemented January 1 and will continue to be used going forward.

The Canada Post postcards will be out in February with their digital push to be February into March.

### **IMPLICATIONS / CONSEQUENCES**

Lower fees have been well received however there has been some hesitation and dislike to having to be continuous.

### **FINANCIAL**

The goal is that the lower fees will result in more members and an overall positive result.

There is an advertising and marketing allocation in the 2022 Operational Budget to support ongoing marketing of recreation memberships.

### **COMMUNICATIONS**

There will be continuous advertising of memberships throughout the year by means of social platforms and staff engagement.

Summer tends to be a bit slower as people are on vacation are doing more outdoor activities so we plan to do another marketing push in the fall when the public looks to resume activities.

## BRIEFING NOTE

<b>DATE:</b>	February 14, 2022
<b>TITLE:</b>	Banquet Hall Campaign Launch (February)
<b>DEPARTMENT:</b>	Recreation
<b>PRESENTED BY:</b>	Darren Goldthorpe
<b>ATTACHMENT:</b>	None

### INTRODUCTION / PURPOSE / PRIORITY

#### Banquet Hall Campaign

- In collaboration with Communications, a full revamp of Wedding and Conference promotional packages has been completed and is in the printing stage. It will be available online and in print this month.
- Engaged a company called LoKnow in a campaign to actively market the banquet halls.
- Researching wedding shows that would be beneficial for us to attend.
- Purchased ads in wedding publications.

### BACKGROUND / PROBLEM

The Covid 19 pandemic has impacted the number of weddings and events that have been booked in the banquet halls at the BCF. We needed to give the existing marketing documents a new look and to get people wanting to host events at the BCF.

### KEY POINTS / STATUS

As pandemic restrictions are relaxed/removed, we are getting more inquiries about the use of our facility. These improved packages will be used as a resource to gain interest in our facility.

The LoKnow campaign will push our name and facility out to those looking for facilities.

### IMPLICATIONS / CONSEQUENCES

The new packages and campaign will lead to new interest and opportunities which in turn will allow us to secure more rentals.

### FINANCIAL

Advertising and marketing dollars are budgeted for this in the 2022 Operational Budget to be approved by Council.

### COMMUNICATIONS

The new documents/packages will be available online at [www.drumheller.ca](http://www.drumheller.ca). Printed will be available at the facility and taken to wedding shows that we participate in. They will also be emailed to potential renters upon enquiry.

## BRIEFING NOTE

<b>DATE:</b>	2022 Feb 09
<b>TITLE:</b>	Nacmine Forcemain
<b>DEPARTMENT:</b>	Infrastructure Services
<b>PRESENTED BY:</b>	Dave Brett, P.Eng., PMP., Director of Infrastructure Services
<b>ATTACHMENT:</b>	N/A

### INTRODUCTION / PURPOSE / PRIORITY

The Nacmine Forcemain conveys flows from the Nacmine Lift Station to the Newcastle sanitary system for flow to the Newcastle Lift station, which then pumps it further through the system ultimately ending at the treatment plant. The discharge of this flow has been creating odour issues in the Newcastle community, which along with the age of the Nacmine Forcemain identified it is a priority for replacement.

### BACKGROUND / PROBLEM

The Nacmine Lift Station collects the sanitary sewage from the Nacmine community area and the Royal Tyrrell Museum. It then pumps that material to the Newcastle Lift Station for further pumping to the Drumheller Wastewater Treatment Plant.

The forcemain is currently a 200mm steel line installed in 1970. This line has been generating odour complaints along its length and has been associated with odour issues coming from the Royal Tyrrell Museum. These issues have been partly resolved by the Museum constructing a new lift station in 2019, and the construction of this line and relocation of the discharge point of the forcemain away from the residential community will resolve the remaining issues.

### KEY POINTS / STATUS

Administration received the RFT Drawings for review and approval on February 8, 2022. The Town plans on releasing the RFT February 2022.

### IMPLICATIONS / CONSEQUENCES

Project is shovel ready once the RFT package is approved by administration.

### FINANCIAL

Granting fund from Alberta Municipal Water/Wastewater Partnership was applied for in 2018, 2019 and 2020 before finally being approved. Council has deemed this a priority project for the 2022 and has allocated funds in 2021 and 2022 Capital budget for its construction.

No current financial implications as the project has been approved by council

### COMMUNICATIONS

Once the contractor has been hired, communications to residents, businesses, and property owners upstream of the section will take place as to any possible inconveniences. Council will be kept up to date on project progression via briefing notes.

## REQUEST FOR DIRECTION

<b>TITLE:</b>	<b>Beautification – Status and Next Steps</b>
<b>DATE:</b>	January 31, 2022
<b>PRESENTED BY:</b>	Dave Brett, P. Eng, PMP, Director of Infrastructure Services
<b>ATTACHMENTS:</b>	Urban Systems – Landscape Concept Beautification Project List Status

### SUMMARY:

The Town has been carrying out beautification work on the Highway 9 corridor for the last several years. This work was laid out in a conceptual manner by Urban Systems as part of a Landscape Concept. In addition, to increase the attractiveness of the south entrance to Drumheller, the Town has undertaken the beautification of the east boulevard of Highway 9, north of 12 Avenue SE.

The Urban Systems Landscape Concept included seven (7) locations:

- 1) Highway 9 at the Extra Foods – median and boulevards
- 2) Highway 9, parallel to the east service road, south of 12 Avenue SE – median and boulevards
- 3) Highway 10X, east of Highway 9 intersection – median and boulevards
- 4) Highway 10X and Highway 9 intersection (5 Street E) – crosswalks and medians
- 5) Highway 9 North of Gordon Taylor Bridge – median and boulevards
- 6) Highway 9 / North Dinosaur Trail intersection – median and boulevards
- 7) North Entrance Signage parking area – decorative asphalt, mini-park

Additional location area:

- 8) Highway 9, north of 12 Avenue SE (Dairy Queen strip mall) – east boulevard

Locations proposed by Administration for future consideration:

- 9) Nacmine Entrance Park - improvements

Attached is the status record of the projects at these locations, along with the Urban Systems Landscape Concept package. The initial elements of the work have been carried out, primarily the central medians of Highway 9 and Highway 10. The boulevard work at several locations was not carried out in the initial round of construction work. Administration recommends not implementing several of the items identified in the concept due to issues such as being impractical to install and maintain, and/or it would create the situation of the Town having to take on responsibilities for sections of the highway from Alberta Transportation. These are all indicated on the status sheet.

As of February 1, 2022, there is approximately \$ 27,000 carried forward from the 2021 Capital Budget Beautification project available for the work in 2022. With this funding, Administration

can complete the outstanding work on items #6 and #8 as well as the Banner Poles that are part of #7.

As Council continues to indicate that beautification of the Town is a priority, Administration is seeking direction on the following questions:

- A) Does Council wish to implement an ongoing Beautification program starting in 2023?
- B) If so, what is the objective of this program, and is it separate from the DARP projects already indicated in the 10 year Capital Plan?
- C) Does Council have additional project locations in mind?
- D) Does Council have any thoughts on how the Town can identify future project locations?

As a starting point for conversation, Administration suggests the project statement below:

"Beautification projects are decorative and landscape upgrades and improvements, not exceeding \$ 20,000 total cost at a single location. These projects are occurring at locations that are not part of the Downtown Area Revitalization Program (DARP), Flood Mitigation projects, or an existing Parks space.

The intent of the Beautification program is to beautify and improve the landscaping of existing road corridors and Town property, excluding environmental reserves, for the enjoyment of the public, within a framework of environmentally sound design through the use of xeriscaping and hardscape features.

Administration would recommend a maximum annual budget that allows for one (1) to three (3) projects annually so as not to exceed Town resources. Any carry forward funds from the previous year would be included in the next year's budget."

The Urban System project list concentrated on the Highway 9 corridor through the core of the Town, and Administration suggests that there is a possible project within the community of Nacmine.

**RECOMMENDATION:**

Based on the current and proposed project locations, Administration recommends the following next steps be carried out:

- 1) 2022 – Work Execution
  - a. Item 8 – Phase 2
  - b. Item 6 – East Boulevard
  - c. Item 7 – Banner Poles
  
- 2) 2022 – Work Planning
  - a. Item 7 – Mini-park
    - i. Develop design
    - ii. Get Alberta Transportation approval
  - b. Item 1 – West Boulevard
    - i. Get Alberta Transportation approval
  - c. Item 2 – West Boulevard

- i. Get Alberta Transportation approval
  - d. Item 3 – North Boulevard
    - i. Get authorization from CN Rail
  - e. Item 3 – South Boulevard
    - i. Get Alberta Transportation approval
- 3) 2023 – Execute Work
  - a. Execute work as per the work planning in Bullet 3 above
- 4) 2023 – Work Planning (If Council wishes)
  - a. Item 9 – Nacmine Entrance Park
    - i. Speak with Province regarding authorization to carry out work
    - ii. Speak with Public and Nacmine Community to discuss design
- 5) 2024 – Execute Work (if Council wishes)
  - a. Execute work identified in Bullet 4 above
- 6) 2025 and Forward – Plan and Execute work (if Council wishes)

**DISCUSSION:**

The current goal of the project is to complete the Beautification project items as currently identified by the Urban System Landscape Concept and Town Administration.

If Council so directs, the Beautification project work would become an annual program of a set maximum amount, to beautify and improve the landscaping of existing road corridors and Town property, excluding environmental reserves, for the enjoyment of the public within a framework of environmentally sound design, the use of xeriscaping, and hardscape features.

Administration would recommend an initial amount of \$ 40,000 annually, starting in 2023, so as not exceed Town resources. This would allow for one (1) to three (3) projects annually, depending on size and complexity. Any carry forward funds from the previous year would be deducted from the \$ 40,000 annual request in future years, so that the total budget available in a single year remains at \$ 40,000.

A method of identifying, evaluating and selecting future projects would need to be developed. This should be coordinated with the Communications team for input.

**FINANCIAL IMPACT:**

There are funds carried forward from 2021 Capital Budget for Beautification, and no additional funds were requested in 2022. Administration decided not to request additional funds due to current resource limitations, uncertainty regarding next steps at the time of the Capital Budget creation, and the existence of carry forward funds from 2021.

**WORKFORCE AND RESOURCES IMPACT:**

This work has primarily been carried out by Town of Drumheller Public Works staff, and that would be the ongoing intention. However, larger or specialized projects and tasks would be contracted out. The planning work would be done by Town Administration, primarily the Manager of Operations, with support from the Director of Infrastructure Services and the Communications Officer for public engagement.

**STRATEGIC POLICY ALIGNMENT:**

This project is in alignment with Council’s strategic goal of the beautification of the Town of Drumheller.

**COMMUNICATION STRATEGY:**

At this time no communication is required. Once the development of the conceptual design of the Nacmine Entrance Park is started, communication and public engagement with the community of Nacmine and the public of Drumheller will be required.

**COUNCIL MOTION:**

**MOTION:**

**N/A**

**Seconded:**

*Dave Brett*

\_\_\_\_\_  
Prepared by:  
Dave Brett  
Director of Infrastructure Services

*Darryl Drohomerski*

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



# LANDSCAPE CONCEPTS

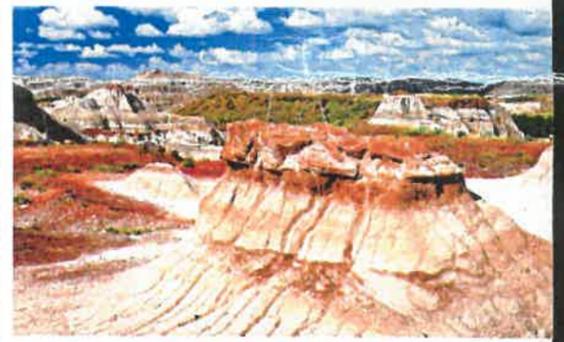
KEY PLAN



Tyrell Museum, Drumheller



Cenotaph Plaza, Drumheller



Badlands, Drumheller



Hoodoos, Drumheller



Horseshoe Canyon, Drumheller

1



# LANDSCAPE CONCEPTS

KEY PLAN



Tyrell Museum, Drumheller



Cenotaph Plaza, Drumheller



Badlands, Drumheller



Hoodoos, Drumheller



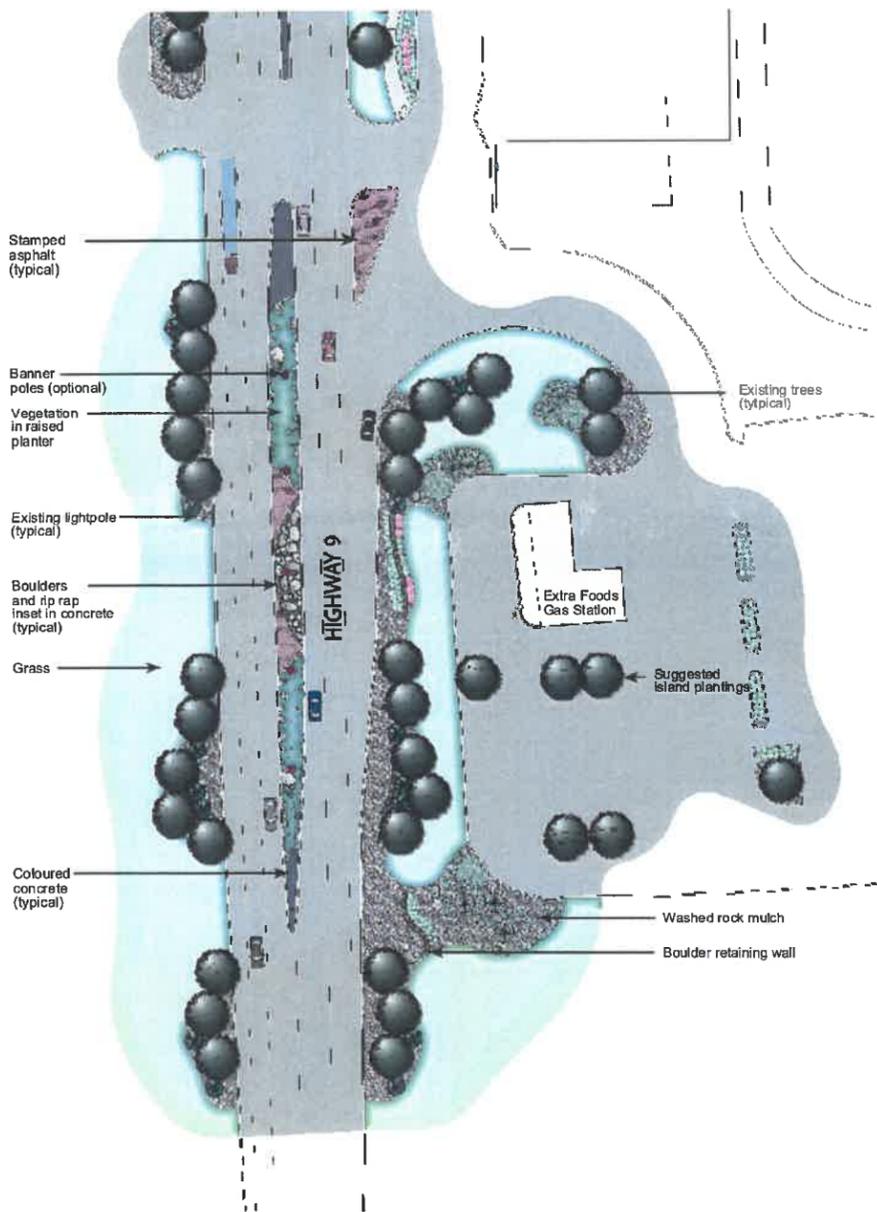
Horseshoe Canyon, Drumheller





# LANDSCAPE CONCEPTS

ENLARGEMENT TO KEY PLAN "A"



Raised planter cross section



Boulder retaining wall



Banner Poles



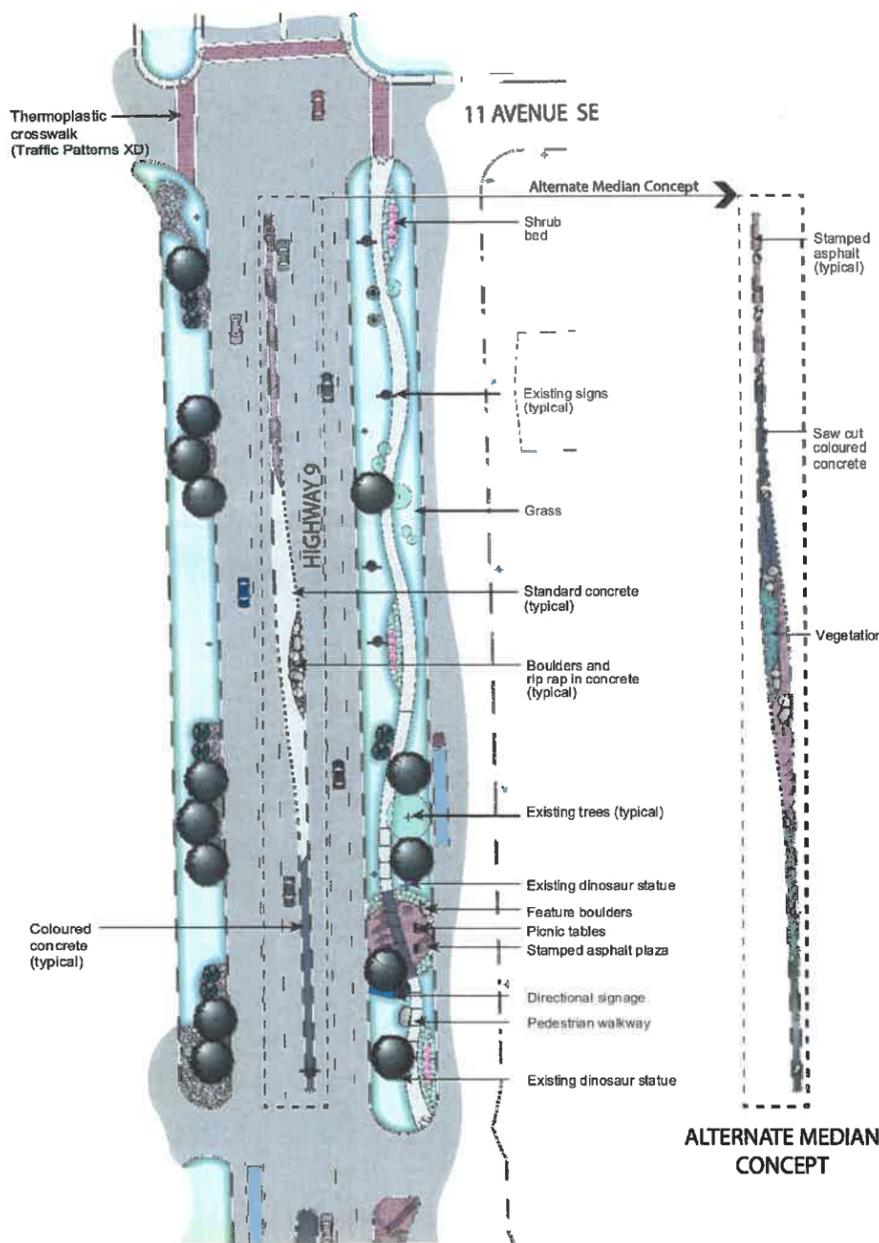
Concept - for discussion purposes only. Subject to change through design development.





# LANDSCAPE CONCEPTS

ENLARGEMENT TO KEY PLAN "B"



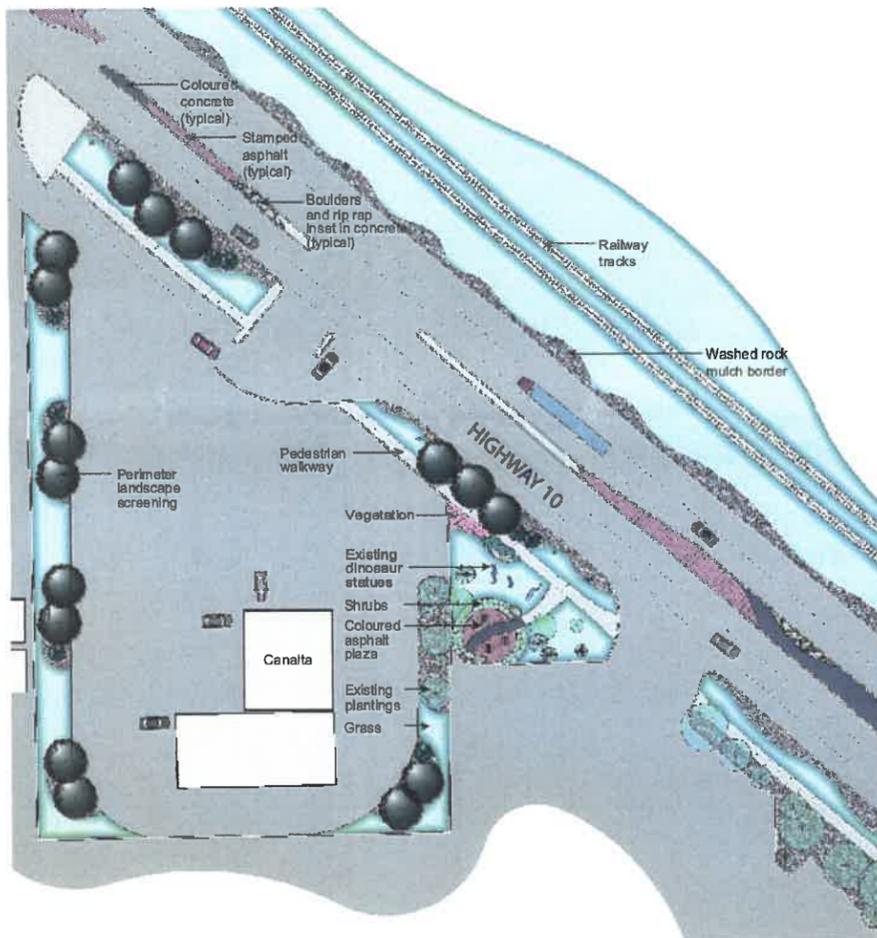
Concept - for discussion purposes only. Subject to change through design development.





# LANDSCAPE CONCEPTS

ENLARGEMENT TO KEY PLAN "C"



Vegetation



Landscape Boulder



Stamped Asphalt

Concept - for discussion purposes only. Subject to change through design development.



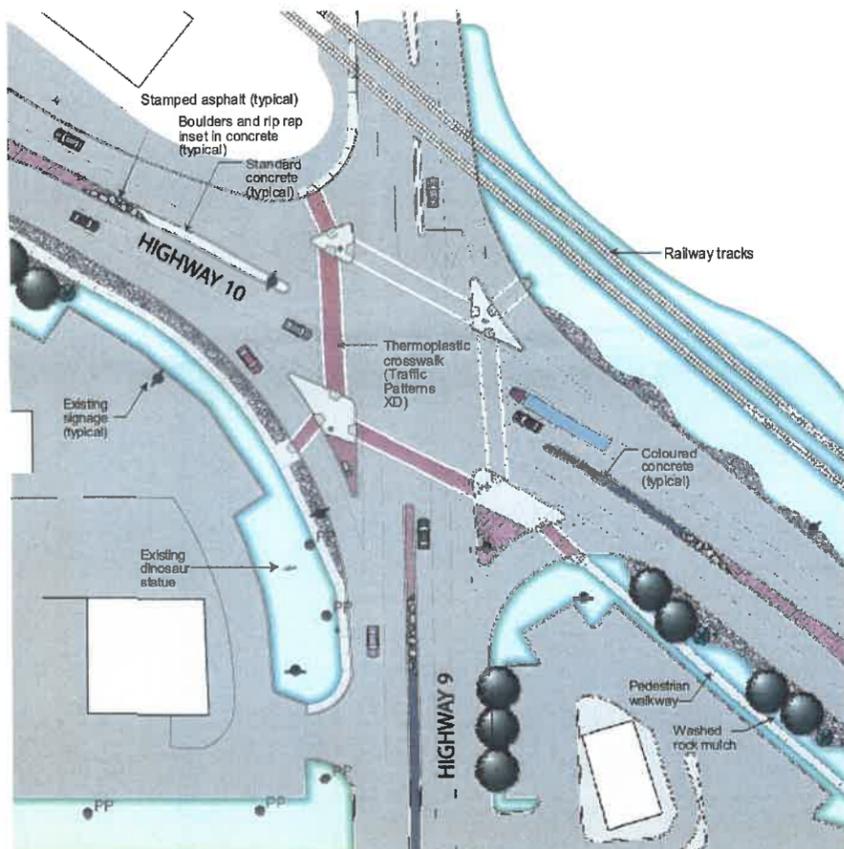


# LANDSCAPE CONCEPTS

ENLARGEMENT TO KEY PLAN "D"



Approximate Scale 1:100



Thermoplastic crosswalk



Schubert chokecherry leaves



Washed rock mulch

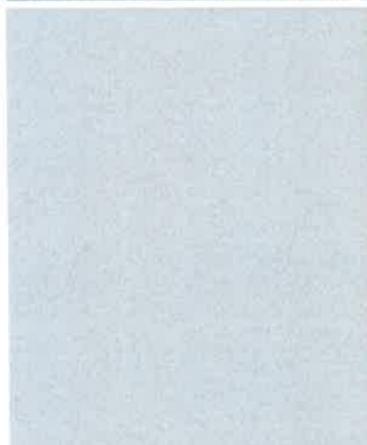
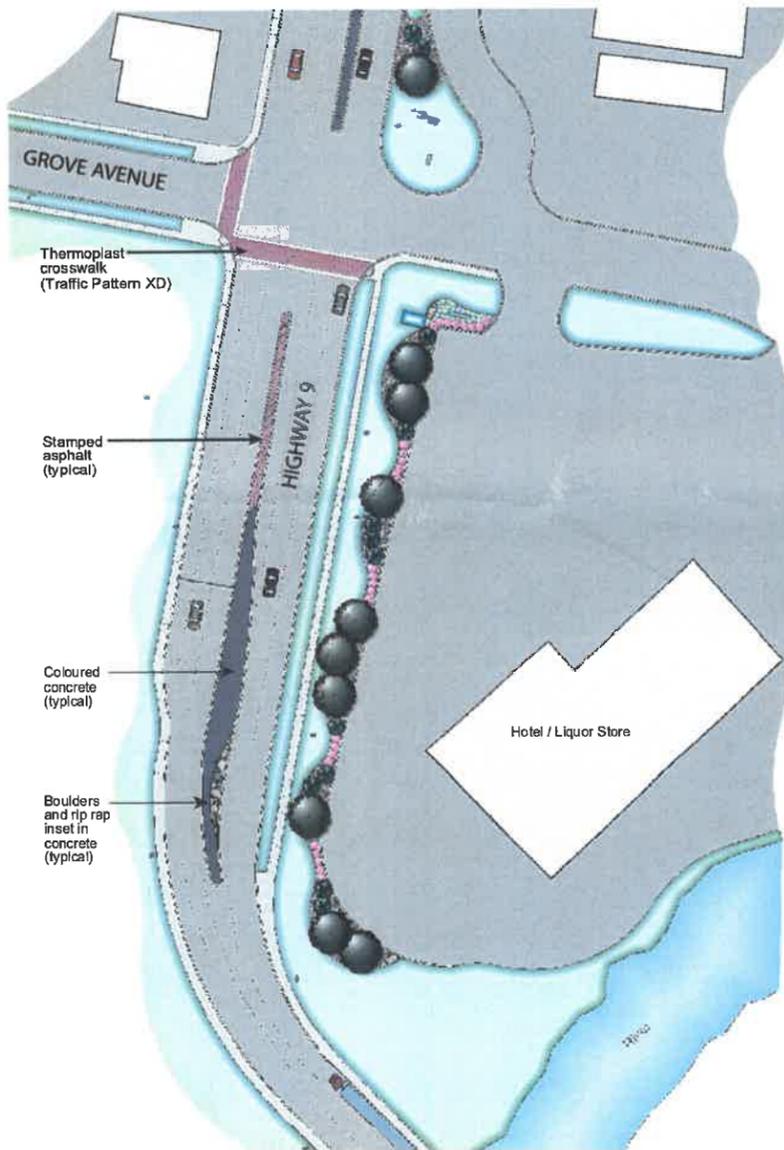
Concept - for discussion purposes only. Subject to change through design development.





# LANDSCAPE CONCEPTS

ENLARGEMENT TO KEY PLAN "E"



Shrubs



Coloured concrete



Thermoplastic crosswalk



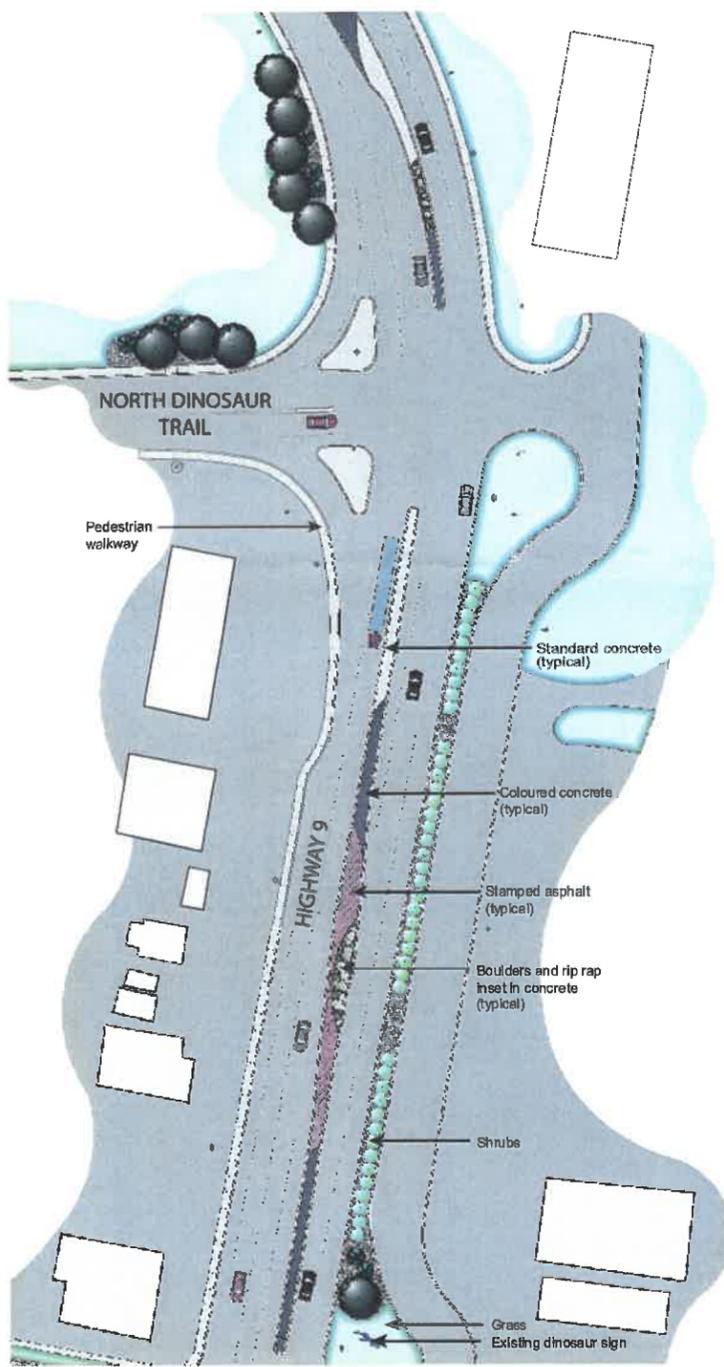
URBAN systems **6**

Concept - for discussion purposes only. Subject to change through design development.



# LANDSCAPE CONCEPTS

ENLARGEMENT TO KEY PLAN "F"



Shrubs



Evergreen shrub



Caragana blossoms

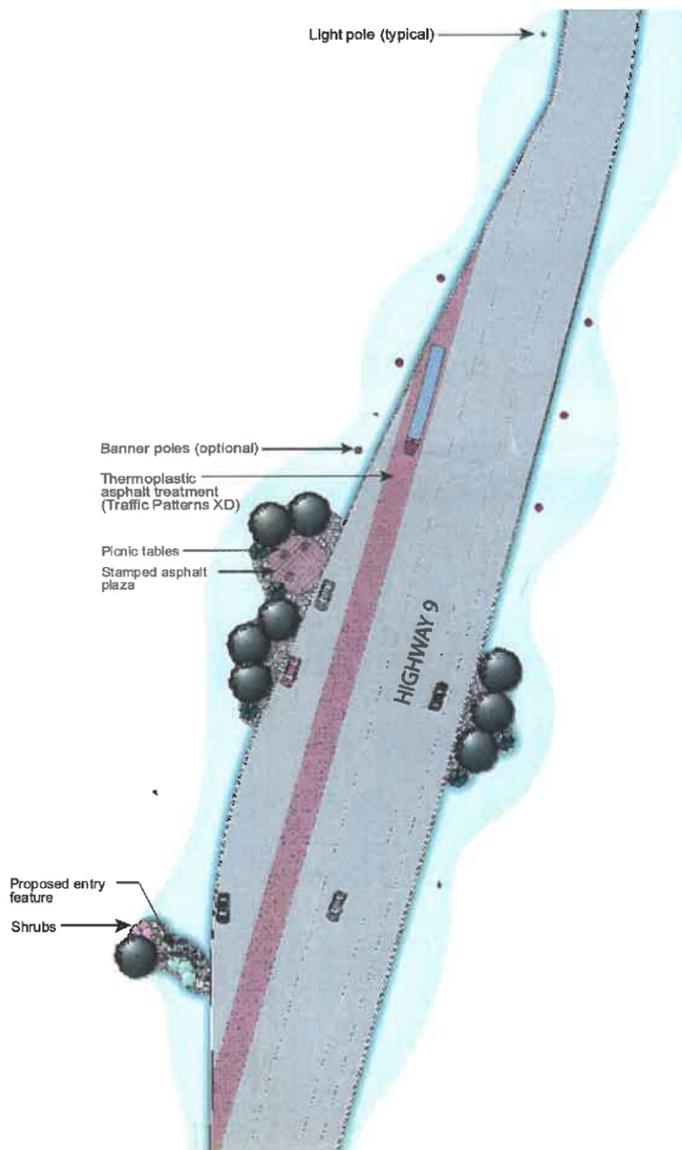
Concept - for discussion purposes only. Subject to change through design development.





# LANDSCAPE CONCEPTS

ENLARGEMENT TO KEY PLAN "G"



Ornamental grasses



Banner Poles



Shrubs

Concept - for discussion purposes only. Subject to change through design development.

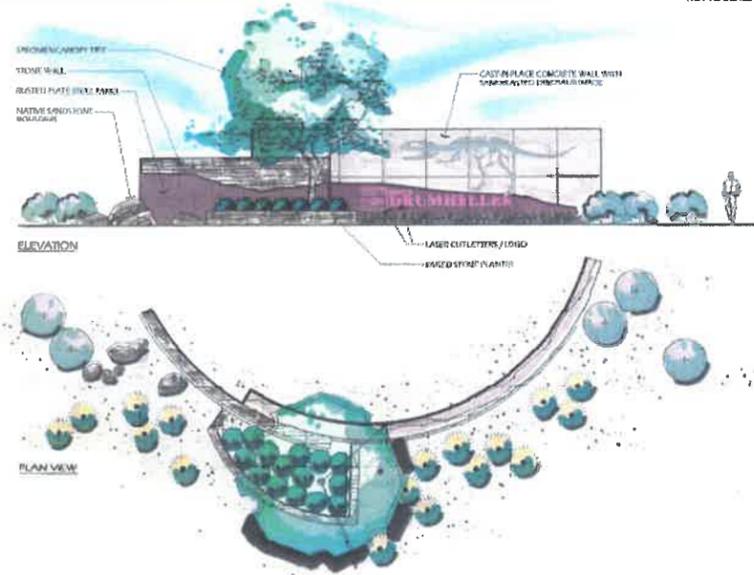




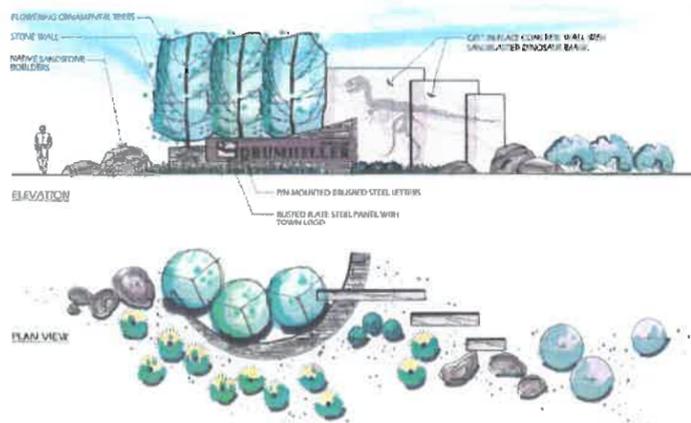
# LANDSCAPE CONCEPTS

SIGNAGE CONCEPTS

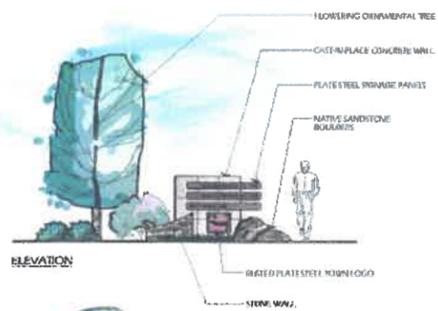
NOT TO SCALE



Entry Signage Concept Option 1



Entry Signage Concept Option 2



Directional Signage Concept

Concept - for discussion purposes only.  
Subject to change through design development.



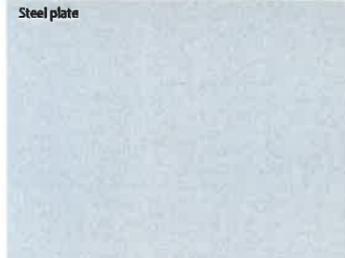
Ornamental tree



Stack stone wall



Steel plate





# LANDSCAPE CONCEPTS

OPTIONAL IMPROVEMENTS



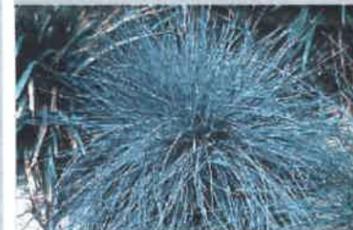
Suggested modifications to existing entrance signage



Suggested alternate options for existing logo



Shrubs



Ornamental grass



Canopy trees

URBAN systems 10



# LANDSCAPE CONCEPTS



CONCEPTUAL STREETSCAPE MASTER PLAN



Approximate Scale 1:5000

KEY

-  Primary Monument Signage
-  Secondary Monument Signage
-  Directional Signage
-  Match Point
-  Thermoplastic Crosswalk





# LANDSCAPE CONCEPTS

CONCEPTUAL STREETSCAPE MASTER PLAN



- KEY
-  Primary Monument Signage
  -  Directional Signage
  -  Match Point
  -  Thermoplastic Crosswalk

URBAN systems 12



# TREE PALETTE



**Baron Manitoba Maple**  
*Acer negundo 'Baron'*  
Comments:



**Caragana varieties**  
*Caragana*  
Comments:



**Lodgepole Pine**  
*Pinus contorta 'Latifolia'*  
Comments:



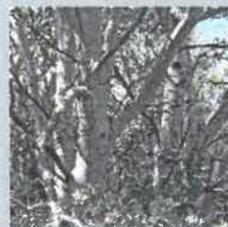
**Patmore Green Ash**  
*Fraxinus pennsylvanica 'Patmore'*  
Comments:



**Prairie Spire Green Ash**  
*Fraxinus pennsylvanica 'Prairie Spire'*  
Comments:



**Poplar Varieties**  
*Populus*  
Comments:



**Ponderosa Pine**  
*Pinus ponderosa*  
Comments:



**Schubert Chokecherry**  
*Prunus virginiana 'Schubert'*  
Comments:



**Western Chokecherry**  
*Prunus virginiana 'Melanocarpa'*  
Comments:



**Bur Oak**  
*Quercus macrocarpa*  
Comments:



**Brandon Elm**  
*Ulmus americana 'Brandon'*  
Comments:



**Colorado Spruce**  
*Picea pungens*  
Comments:





# SHRUB PALETTE



**Native Saskatoon**  
*Amelanchier alnifolia*  
Comments:



**Caragana varieties**  
*Caragana*  
Comments:



**Wolf Willow**  
*Elaeagnus commutata*  
Comments:



**Potentilla varieties**  
*Potentilla*  
Comments:



**Golden Currant**  
*Ribes aureum*  
Comments:



**Gooseberry**  
*Ribes hirtellum*  
Comments:



**Silver Buffaloberry**  
*Shepherdia argentea*  
Comments:



**Lilac varieties**  
*Syringa*  
Comments:



**Common Effusa Juniper**  
*Juniperus communis 'Effusa'*  
Comments:



**Mugo Pine**  
*Pinus mugo 'Mughus'*  
Comments:



**Prickly Rose**  
*Rosa acicularis*  
Comments:



Comments:

**Other shrubs:**  
Sea Buckthorn  
Blue Fox Willow  
Blue Chip Juniper  
Arcadia Juniper  
Dwarf Mugo Pine  
Blanc de Coubert Rose  
Hansa Rose  
Woods Rose



# PERENNIALS/ GRASSES PALETTE



## PERENNIALS

**Prickly Pear Cactus**  
*Opuntia*  
Comments:



**Pincushion Cactus**  
*Pedlocactus*  
Comments:



**Prairie Crocus/Pasqueflower**  
*Anemone patens*  
Comments:



**Cushion Spurge**  
*Euphorbia polychroma*  
Comments:



**English Lavender**  
*Lavandula angustifolia*  
Comments:

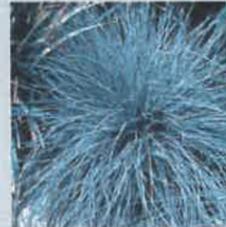


**Kinnikinnick/Bearberry**  
*Arctostaphylos uva-ursi*  
Comments:



## GRASSES

**Blue Fescue**  
*Festuca glauca*  
Comments:



**Ivory Tower Yucca**  
*Yucca filamentosa 'Ivory Tower'*  
Comments:



**Blue Lyme Grass**  
*Elymus arenarius*  
Comments:



**Big Blue Stem Grass**  
*Andropogon gerardii*  
Comments:



**Prairie Junegrass**  
*Koeleria macrantha*  
Comments:



Comments:

**Other Perennials:**  
Yarrow varieties  
Double Decker Coneflower  
Magnus Coneflower  
Daylily varieties  
Evergreen Candytuft  
Iceland Poppy Varieties  
Russian Sage  
Sedum Varieties

URBAN systems 15

Beautification Projects

Date: 2021-Dec-24

Not Started
Underway
Completed
Proposed
Not Approved / Not Recommended

Item	Source	Location	Description	Status		AT Input Required			Notes
				Started	Complete	Required	Request	Received	
1	Urban Systems Landscape Concept	Extra Foods	Centre Median (Decorative Concrete and Banner Poles)	X	X	X	X	X	
			East Boulevard			X			Partially AT and partially Extra Foods Area is all part of Extra Foods Development Permit Needs to be addressed through Development Permit
			West Boulevard			X			AT highway corridor
2	Urban Systems Landscape Concept	Highway 9 Between 12 Ave SE and Extra Foods Entrance	Centre Median (Decorative Concrete and Banner Poles)	X	X	X	X	X	
			East Boulevard	X	X	X	X	X	
			West Boulevard			X			AT Highway corridor
3	Urban Systems Landscape Concept	Highway 10X East of Highway 9 Intersection	Median	X	X	X	X	X	
			North Boulevard			X			CN Rail Right of Way
			South Boulevard			X			AT highway corridor
4	Urban Systems Landscape Concept	Highway 10X & Highway 9 Intersection	Decorative Crosswalks			X			AT Highway corridor Not recommended by Administration - impractical from perspective of maintenance and installation
			Decorative Islands			X			AT Highway corridor Not recommended by Administration - impractical from perspective of maintenance and installation
5	Urban Systems Landscape Concept	North of Gordon Taylor Bridge	Centre Median	X	X	X	X	X	
			East Boulevard	X	X	X	X	X	
			West Boulevard	X	X	X	X	X	
6	Urban Systems Landscape Concept	Highway 9 / North Dinosaur Trail	Centre Median	X	X	X	X	X	
			NW Boulevard			X	X		AT has indicated they will not approve items in this area as indicated in the US concept due to sight lines for the intersection
7	Urban Systems Landscape Concept	North Entrance Sign	East Boulevard	X		X	X	X	Trees and grass have been planted but are not surviving, due to soil and salt from Highway. New plan is to use Decorative rocks and Planters, on a shale surface
			Mini Park - west side			X			
			North Entrance sign feature	X	X				
			6 Banner Poles (3 either side)			X			
			East side decorative feature			X		AT Highway corridor Not recommended by Administration - impractical from perspective of maintenance and installation	

Item	Source	Location	Description	Status		AT Input Required			Notes
				Started	Complete	Required	Request	Received	
			Decorative Asphalt			X			AT Highway corridor Not recommended by Administration - impractical from perspective of maintenance and installation
8	Town of Drumheller 2021	Highway 9 at 12 Ave SE DQ Boulevard	Phase 1 - Corner	X	X				
			Phase 2 - Boulevard including picnic tables, decorative rock, shrubs, shale surface, possible Dino statue			X			
9	Town of Drumheller 2022 Proposed	Nacmine Entrance Park	Upgrade gravel road						
			Plant additional trees						
			Place decorative Rocks						
			Install horse shoe pits						
			Paint existing camp kitchen						
			Repair/replace existing ornamentation						

## **BRIEFING NOTE**

<b>DATE:</b>	February 14, 2022
<b>TITLE:</b>	Internal Communications
<b>DEPARTMENT:</b>	Communications
<b>PRESENTED BY:</b>	Erica Crocker
<b>ATTACHMENT:</b>	N/A

### **INTRODUCTION / PURPOSE / PRIORITY**

Developing and implementing an Internal communications Policy was part of the 2021 Strategic Priorities for the Communications Department.

### **BACKGROUND / PROBLEM**

The Town of Drumheller does not have a current Internal Communications policy.

### **KEY POINTS / STATUS**

Intranet was deployed end of Q4 2021. Policy has been written, submitted and awaiting review by HR and CAO prior to approval and implementation.

### **IMPLICATIONS / CONSEQUENCES**

### **FINANCIAL**

N/A

### **COMMUNICATIONS**

Once policy is approved, it will be circulated among staff. Any necessary training will be provided.

## **BRIEFING NOTE**

<b>DATE:</b>	February 14, 2022
<b>TITLE:</b>	Social Needs Assessment – Terms of Reference
<b>DEPARTMENT:</b>	Community Development and Social Planning
<b>PRESENTED BY:</b>	Tiffany Scarlett, CDSP Manager
<b>ATTACHMENT:</b>	None

### **INTRODUCTION / PURPOSE / PRIORITY**

Social Needs Assessment tool was first used in 2017 to assess the social needs of our community – surveying the general public

The intent is to repeat this assessment on a 5-year rotation

CDSP department has reviewed the assessment and made applicable changes

Assessment is ready to be distributed to the public

### **BACKGROUND / PROBLEM**

### **KEY POINTS / STATUS**

Second Quarter: Assessment tool will be distributed, and results will be analyzed

### **IMPLICATIONS / CONSEQUENCES /**

### **FINANCIAL**

### **COMMUNICATIONS**

A communications plan will be developed to inform the public of the assessment as well as to release the information.

## BRIEFING NOTE

<b>DATE:</b>	February 14, 2022
<b>TITLE:</b>	Wellness Education Plan Pilot
<b>DEPARTMENT:</b>	Community Development and Social Planning
<b>PRESENTED BY:</b>	Tiffany Scarlett, CDSP Manager
<b>ATTACHMENT:</b>	None

### INTRODUCTION / PURPOSE / PRIORITY

The purpose of this project is to cross-train and support other departments in human/social services, working with the different departments to offer an inclusive framework that is sensitive to cultural, linguistic, developmental, or social needs. These WEPs will be developed based on need. For instance, our first WEP was with the Flood Mitigation Team and focused on delivering difficult information and helping the presenters understand emotional response. They were offered a debriefing after the January 6<sup>th</sup> meeting with Lehigh but rejected. Other topics may include: trauma-informed response and bringing into perspective the needs of vulnerable populations.

### BACKGROUND / PROBLEM

Human needs are not always at the forefront or understood by other departments (eg. Infrastructure, Protective Services, and Flood Mitigation), and our staff can offer insight and education on these components, while advocating for the needs of the public.

### KEY POINTS / STATUS

This will continue to be shaped with the return of our permanent manager. An update can be expected in the second quarter.

### IMPLICATIONS / CONSEQUENCES /

### FINANCIAL

### COMMUNICATIONS

## BRIEFING NOTE

<b>DATE:</b>	February 14, 2022
<b>TITLE:</b>	Housing Strategy - Terms of Reference
<b>DEPARTMENT:</b>	Economic Development
<b>PRESENTED BY:</b>	Reg Johnston
<b>ATTACHMENT:</b>	

### INTRODUCTION / PURPOSE / PRIORITY

The Terms of Reference for the Housing Strategy is complete. It will enable hiring a consultant to assess and position the residential real estate market in the Drumheller Valley.

### BACKGROUND / PROBLEM

Council and Administration have prioritized the development of a housing strategy. There are three areas of interest:

- Inventory mix;
- Rental unit availability;
- Affordability.

Included in the above context are the market impacts of short-term rentals (e.g. Air BnB, VRBO).

### KEY POINTS / STATUS

The approach will include the following activities:

1. Identify housing stakeholders within the community;
2. Complete a vision for housing;
3. Confirm needs and demand (identify data sources and complete forecast);
4. Prepare an overview document that identifies approaches working in similar communities (review a minimum three communities);
5. Identify sites with housing potential;
6. Provide information to assist with the attraction of developers (i.e. help form partnerships);
7. Identify potential barriers;
8. Review incentive and development policies;
9. Identify funding sources;
10. Identify roles for stakeholders;
11. Document a Housing Strategy and Development Plan.

### IMPLICATIONS / CONSEQUENCES

The Drumheller Valley will have a plan to take advantage of the growth opportunities in the housing market.

**FINANCIAL**

Funding is allocated within the operational budget, and the Letter of Inquiry for the Alberta Real Estate Foundation's Investment Grant is submitted (\$25,000).

**COMMUNICATIONS**

March 1, 2022 is the target date to release the RFP.



# Council Plaza Design Review

February 14, 2022

1

## Agenda

- Budget
- Plaza Design
- Rendering
- Next Steps



2

# Budget

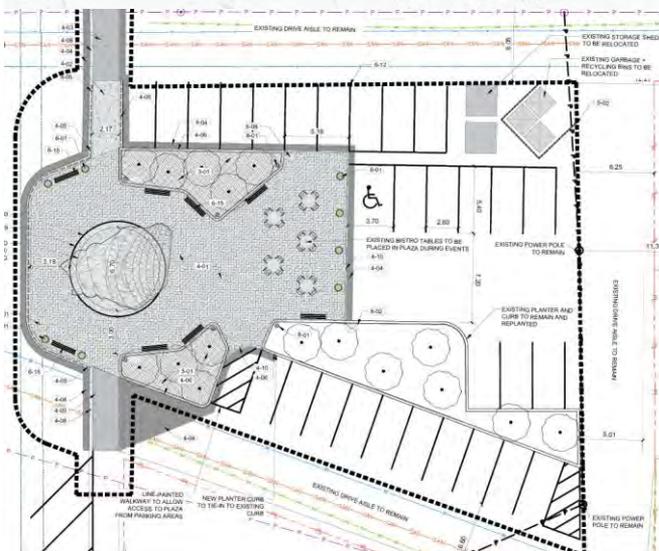
## Current Design Estimate is within MSP Grant Funding Budget

- Engineering: \$190,000
- General Contract Estimate: \$744,000
- Total: \$934,000
- MSP Grant: \$940,000



3

# Plaza Design



- Approach: issue RFT and pivot to higher quality design as funding is approved
- Stage seen is not final design
- Design Components in RFT
  - Dino-theme for stage and benches
  - Paver surface
  - 6 pedestrian lights
  - Stage design/build under prime contractor with 3 to 4 pre-qualified proponents



4



5



6



7



8

## Next Steps

- Continue to lobby for additional funding
- Present at the Council Committee of the Whole Meeting on February 14, 2022
- Continue communications with businesses
- Issue Plaza RFT mid-February
- Award RFT at the end of March



9



10