



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

**Time and Date:** 4:30 PM – Monday April 11, 2022

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

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1. CALL TO ORDER

2. OPENING REMARK

The National Day of Remembrance of the Battle of Vimy Ridge – April 9<sup>th</sup> – Flag Half Mast

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for April 11, 2022 Committee of the Whole Meeting

**Proposed Motion:** That Council adopt the agenda for the April 11, 2022 Committee of the Whole meeting as presented.

5. MINUTES

5.1 Minutes for March 14, 2022 Committee of the Whole Meeting

[Minutes](#)

**Proposed Motion:** That Council approve the March 14, 2022 Committee of the Whole minutes as presented.

5.2 [Municipal Planning Commission Minutes – Minutes – Jan 27 & Feb 24, 2022](#)

[Valley Bus Society – Minutes – January 2022](#)

[Drumheller Public Library – Minutes – January & February 2022](#)

**Proposed Motion:** That Council accept as information the Boards and Committees Minutes listed in Section 5.2. of the April 11, 2022 agenda.

6. DELEGATIONS

6.1 For Information - Travel Drumheller – New Strategic Plan

[Presentation](#)

7. STRATEGIC PRIORITIES UPDATE – QUARTERLY REPORTS

7.1 Strategic Priorities Update – Quarterly Reports & Strategic Priorities Update

7.1.1 Chief Administrative Officer

- [Quarterly Report](#)

7.1.2 Corporate Services

- [Quarterly Report](#)
- [Briefing Note – Council Financial Reports: Improvements](#)

7.1.3 Human Resources

- [Quarterly Report](#)

7.1.4 Recreation, Arts and Culture

- [Quarterly Report](#)

7.1.5 Protective / Emergency Services

- [Quarterly Report](#)
- [Briefing Note: Traffic Bylaw: Draft](#)

7.1.6 Infrastructure

- [Quarterly Report](#)

7.1.7 Communications

- [Quarterly Report](#)

7.1.8 Community Development & Social Planning

- [Quarterly Report](#)
- [Briefing Note: Social Equity Strategy: Draft](#)

7.1.9 Economic Development

- [Quarterly Report](#)

8. COUNCIL INQUIRIES

9. ADMINISTRATION REPORTS

10. CLOSED MEETING

10.1 Resiliency and Flood Mitigation Community Advisory Committee– FOIP 23 Local public body confidence & FOIP 24 Advice from officials

Municipal Facility Information and Asset Management - FOIP 24 Advice from officials

**Proposed Motion:** That Council close the meeting to the public to discuss the items under section 10.1 of the April 11, 2022 agenda as per FOIP 23 & 24.

11. ADJOURNMENT

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



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

**Time and Date:** 4:30 PM – Monday March 14, 2022

**Location:** ZOOM Platform & Live Stream on Drumheller Valley YouTube Channel: <https://www.youtube.com/watch?v=XWKqFpJi7PA>

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**IN ATTENDANCE**

Councillor Hansen-Zacharuk  
Councillor Patrick Kolafa  
Councillor Tony Lacher  
Councillor Crystal Sereda  
Councillor Tom Zariski  
Councillor Stephanie Price

Chief Administrative Officer (CAO): Darryl Drohomerski  
Communications Officer: Erica Crocker  
Director of Corporate Services: Mauricio Reyes  
Director of Infrastructure: Dave Brett  
Manager of Economic Development: Reg Johnston  
Manager of Community Development and Social Planning:  
Tiffany Scarlett  
Manager of Human Resources; Valerie Lefin  
Manager of Recreation, Arts and Culture: Darren Goldthorpe  
Flood Mitigation Project Manager: Deighen Blakely & Drew Scherban  
  
Legislative Assistant: Denise Lines  
Reality Bytes IT: Dave Vidal

Regrets  
Mayor Heather Colberg

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1. **CALL TO ORDER**

The Deputy Mayor Lacher called the meeting to order 4:30pm.

2. **OPENING REMARK**

Badlands Community Facility Birthday Party – Elks Celebration  
Oktoberfest – March 25 & 26 – tickets are available online  
CBC – Positive News Story – Drumheller draws influx of new residents  
Flood Mitigation – Traffic Impact  
Pioneer Trail - St. Patrick Lunch – March 17  
Performing Arts Festival – March 14 – 25 at the BCF  
Congratulations to the Dragons and DVSS Boys

3. **ADDITIONS TO THE AGENDA**

4. **ADOPTION OF AGENDA**

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

**M2022.53** Moved by Councillor Zariski, Councillor Kolafa;  
that Council adopt the agenda for the March 14, 2022 Committee of the Whole meeting as presented.

Carried unanimously

5. MINUTES

5.1 Minutes for February 14, 2022 Committee of the Whole Meeting

**M2022.54A** Moved by Councillor Kolafa, Councillor Hansen-Zacharuk;  
that Council approve the February 14, 2022 Committee of the Whole minutes as presented.

Carried unanimously

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

[Municipal Planning Commission Minutes – Minutes – Dec. 16 2021; Jan 13 2022](#)

[Valley Bus Society – Minutes - January](#)

**M2022.54B** Moved by Councillor Hansen–Zacharuk, Councillor Sereda;  
that Council accept as information the Boards and Committees Minutes listed in Section 5.2. of the March 14, 2022 agenda.

Carried unanimously

6. DELEGATIONS

Time Stamp: <https://youtu.be/XWKqFpJi7PA?t=371>

6.1 CIBC Hobson Chahal Advisory Group – Economic Update  
Presenters: James Hobson, CFA; Charet Chahal, CFA

6.2 Extended Tourism Strategy  
Presentation: Reg Johnston; Manager of Economic Development and Julia Fielding;  
Executive Director, Travel Drumheller

The goal is to extend the tourism season by creating key partnerships and promoting the area as a whole. This is a multi year strategy.

Comments

Hoodooos Site – Is there a development plan for the Hoodoo parking lot area. Is there future plan for the sea cans?

Adaptative Fill as a Recreation site – Utilize the site where adaptative fill is stored to create a toboggan hill

Recreation Master Plan – How does the recreation master plan fit into the extended tourism strategy.

## 7. STRATEGIC PRIORITIES UPDATE

### 7.1 Strategic Priorities Update – Briefing Notes

#### 7.1.1 Chief Administrative Officer

- [CN Lease](#)
- [Service Capacity Review: Staffing](#)

#### Comments

Maintenance Trail Budget – There are funds allotted for trail maintenance in the Capital Budget.

Recreation Master Plan will also include a Master Trail Plan

#### 7.1.2 Corporate Services

#### 7.1.3 Human Resources

- [Recruitment Strategy Review](#)
- [Employee Engagement: Dialogue & Survey](#)

#### 7.1.4 Recreation, Arts and Culture

#### 7.1.5 Protective / Emergency Services

#### 7.1.6 Infrastructure

- [Bridge 11 – Community Engagement](#)

#### Comments

Excelsior Rd – Closed in the past due to a spring from the hill that floods the road; this does not have anything to do with the bridge. There is discussion with Wheatland County to address this issue.

#### 7.1.7 Communications

- [Public Participation: Survey Draft](#)

#### 7.1.8 Community Development & Social Planning

#### 7.1.9 Economic Development

## 8. COUNCIL INQUIRIES

## 9. ADMINISTRATION REPORTS

### 9.1. MANAGER OF ECONOMIC DEVELOPMENT

9.1.1 For Council Information – Information Related to the Amendment of Bylaw 13.20, Non-Residential

Comments

This Bylaw is different than the affordable housing program. This is an economic development incentive for Developers.

The rental cost of \$850 should be adjusted to better reflect the market and insurance.

10. CLOSED MEETING

10.1 Corporate Services Budget Discussion, Drumheller Resiliency and Flood Mitigation Activities and Emergency Services– FOIP 24 – Advice from Officials

**M2022.55** Moved by Councillor Price, Councillor Sereda; that Council close the meeting to the public to discuss the items under section 10.1 of the March 14, 2022 agenda as per FOIP 24. Time 5:44pm

Carried unanimously

**M2022.56** Moved by Councillor Kolafa, Councillor Price; that Council open the meeting to the public. Time 7:54pm

Carried unanimously

11. ADJOURNMENT

**M2022.57** Moved by Councillor Zariski, Councillor Sereda; that Council adjourn the meeting. Time 7:55pm

Carried unanimously

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

**Municipal Planning Commission  
MINUTES  
Meeting of Thursday January 27, 2022**

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- Present:** Darryl Drohomerski, CAO/Development Officer  
Antonia Knight, Development Officer in Training  
Tom Zariski, Acting Chair, Councillor/Member  
Tony Lacher, Councillor/Member  
Kirk Mclean, Member  
Art Erickson, Member  
Devin Diano – CEO, Palliser Regional Municipal Services  
Garry Wilson - Palliser Regional Municipal Services
- Absent:** Andrew Luger, Chair – Member– regrets  
Shelley Rymal, Member – regrets  
Ryan Power, Member – regrets
- Attendee(s):** Vance Neudorf - Badlands Amphitheatre representative  
Alyssa Neudorf - Badlands Amphitheatre representative  
Dave Welling - Badlands Amphitheatre representative  
Brad Graham - Badlands Amphitheatre representative

**1.0 CALL TO ORDER – 12:03 pm**

T. Zariski presented the Agenda for the January 27, 2022 meeting.

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

**Addition –** 5.2 – Discussion of Badlands Amphitheatre Campground

**Deletion -** none

**Amendment –** Spelling error within section 3.2 of January 13, 2022 minutes

**1.2 Acceptance of Agenda**

**Motion:** A. Erickson moved to accept the agenda for the January 27, 2022 agenda

**Second:** K. Mclean - Carried

**2.0 MINUTES FROM PREVIOUS MEETINGS**

**2.1 January 13, 2022**

**Motion:** T. Lacher moved to accept the minutes of January 13, 2022 meeting.

**Second:** A. Erickson - All in favour - Carried

**2.2 Summary of Development Permits**

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

**Second:** K. Mclean – All in favour - Carried



### 3.0 DEVELOPMENT PERMITS

D. Drohomerski advised there were no new Development Permit applications to be discussed.

### 4.0 PALLISER REGIONAL MUNICIPAL SERVICES

#### 4.1 File No 80-164 – Grace Evangelical Lutheran Church

##### SUBDIVISION REPORT

**FILE No.** 80/164  
**PRMS No.** 2021-036  
**PROPOSAL:** Residential

**LOCATION:** Located along the south side of the Red Deer River, between 2 Avenue W and Riverside Drive W and east of 7<sup>th</sup> Street W.  
**Civic Addresses:** 591 Riverside Drive West- the manse;  
 596 2 Avenue West - Lutheran Church.

**LEGAL DESCRIPTION:** Lot 3 & part of Lot 4, Block 44, Plan 2193 CC  
 All within the SW 1/4 Sec.11 - Twp. 29 - Rge 20 W4M

**APPLICANT:** Grant Wallace - ALS Hunter Wallace Surveys Ltd.

**OWNERS:** Grace Evangelical Lutheran Church of Drumheller

<b>TITLE AREA:</b>	Lot 3	0.127 ha. (0.313 ac.)	1,264.52m <sup>2</sup> (13,611.12 sq. ft)
	Lot 4	0.034 ha. (0.083 ac.)	336.85 m <sup>2</sup> (3625.83 sq. ft)
	<b>Total</b>	<b>0.161 ha. (0.396 ac.)</b>	<b>1601.37 m<sup>2</sup> (17,236.95 sq. ft)</b>

**PROPOSED SUBDIVISION AREA:**  
 Proposed new consolidated church lot: 0.102 ha. (0.253 ac.) 1264.52 m<sup>2</sup> (13,611.12 sq. ft)  
 Proposed remnant manse lot: 0.058 ha. (0.143 ac.) 579.42m<sup>2</sup> (6,236.77 sq. ft)

**NUMBER OF PROPOSED PARCELS:** Two (2)  
**EXISTING USE:** Institutional  
**PROPOSED USE:** Institutional/ Residential  
**LAND USE CLASSIFICATION:** "ND" - Neighbourhood District

**RESERVE STATUS:**  
 Not required [Municipal Government Act, RSA 2000 Section 663(a)]  
 A subdivision authority may not require the owner of a parcel of land that is the subject of a proposed subdivision to provide reserve land or money in place of reserve land if  
 c) the land to be subdivided is 0.8 hectares or less, or  
 d) reserve land, environmental reserve easements or money in place of it was provided in respect of the land that is the subject of the proposed subdivision under this Part or the former Act.

**APPEAL STATUS:** Provincial (Proximity to a Highway 9 and the Red Deer River [Municipal Government Act, RSA 2000 Section 678(2)(a)]). Deferred by Alberta Transportation to the local municipal level.



**CIRCULATION:** No objections were received from adjacent landowners through circulation, however a landowner contacted PRMS for clarification as they were concerned a portion of their lot was included as part of the application.

**Alberta Health Services (AHS)** commented that the aforementioned application was received by their office and they are satisfied that it poses a minimal risk to public health.

**Alberta Transportation (AT)** noted that the proposed subdivision is located within the Town of Drumheller and is serviced by a local road. Alberta Transportation expresses no concerns with the proposed subdivision. Any appeals regarding this proposal may be dealt with at the local government level.

**ATCO Electric** had no comments or concerns with this application.

**Apex Utilities Inc.** (formerly AltaGas Utilities Inc.) had no objection to the proposed subdivision described in the file mentioned above. Please notify Alberta One Call at 1-800-242-3447 to arrange for "field locating" should excavations be required within the described area. They advise that any relocating of existing facilities will be at the expense of the developer and payment of contributions required for new gas facilities will be the responsibility of the developer.

Canada Post had no comment.

Review of the **Alberta Energy Regulator (AER)** website and map viewer indicates there are no abandoned wells that should have any bearing on the development within the proposed parcel. There are no abandoned wells in proximity to the proposed subdivision and therefore there will be no impact on the application or development.

**STAFF COMMENTS:** The purpose of this subdivision is to create two (2) new lots by subdividing and consolidating two existing parcels. Currently the Lutheran Church and the associated manse are located on existing Lot 3, Block 44, Plan 2193 CC, which extends the whole width of the block, from 2 Ave. W. in the south to Riverside Drive W. in the north.

The intent of this application is to separate the church from the manse by creating two new lots by roughly splitting Lot 3 in half. The manse will be on the north portion and will have frontage onto Riverside Drive W. and will contain an area of 579.42 m<sup>2</sup> (6,236.77 sq. ft.). Residential is a permitted use within the current "ND" - Neighbourhood District. The tentative plan provided by the surveyor shows the proposed lot line will be 10.24 metres from the manse, meeting the minimum rear setback distance of 6 metres. The front yard setback of 7.02 metres exceeds the setback for a principal building being a minimum of 3 m to a maximum of 6 m. The west side yard from the house to the property line is 1.15 m just shy of the 1.2 metre minimum. This side yard is pre-existing and the creation of this lot is not impacting this distance.

The newly created south lot will contain the existing church building and will have frontage onto 2 Avenue W. Institutional Cultural uses are also permitted within the "ND" - Neighbourhood District. The tentative plan shows that the church building will have a rear yard setback of 6.0 metres to the proposed lot line and this distance is equal to the minimum required. The other side and front yards meet the minimum setback requirements. As a second part to this application the driveway and parking area are to be



consolidated with the church lot making a combined area of 1,264.52 m<sup>2</sup> (13,611.12 sq. ft.). Currently Lot 3 is the only parcel which spans the whole width of Block 44 and with the approval of the subdivision it will be similar with other lots within the block, noting that none of them will have a laneway at the rear of the property.

In association with the church, located in the southern half of Lot 3, there is a driveway and parking area which is on a separated parcel lying directly east of the church building. The parking area is a 10.06 m (33 ft.) wide by 33.53 m (110 ft.) deep portion of Lot 4 created as its own parcel, Certificate of Title 861 083 007. While the ownership of this driveway belongs to the church it is a separate title and as part of this application the intent is to consolidate this area with the newly formed lot on which the church will be located on. A portion of the church entrance crosses the lot line between existing Lot 3 and the C. of T. 861 083 007 (portion of Lot 4) and therefore it will be a better situation to have it all one parcel rather than having an encroachment. The tentative plan also shows a shed that crosses this lot line as well. On the easterly 3.658 metres (12 ft.) of the C. of T. 861 083 007 there is an easement agreement, Registered Document 971 350 666, which allows for access across and through a portion of the Servient Lands for the purpose of installing and laying a sewer and waterline.

**Surrounding Area Features:** This subdivision proposal lies south of the Red Deer River and is just within the boundary of the Flood Hazard Overlay Boundary. While it is within this boundary it is in the Protected Zone. This application is centered within mostly a residential area within the Neighbourhood District. A few blocks to the east is the "DT" - Downtown District supporting an active, thriving, mixed-use downtown with high quality public spaces, successful businesses, pedestrian connectivity, and street level activity.

Located to the about three block and south of the CN railway right of way is the "ED" - Employment District, centered around South Railway Avenue. The intent of the ED is to support a wide range of employment opportunities in areas that integrate industrial, institutional, commercial and recreational uses that require larger parcels.

**Access:** Legal access to all parcels will be from the Town's internal street network. The northern parcel will have access onto Riverside Drive West from the north property line where there is an existing driveway. The southern lot, with the church, borders onto 2<sup>nd</sup> Avenue West and has a large driveway that connects with a parking area on the east side of the church building. There is no laneway servicing any of the lots within this block.

**Land Use Considerations:** Within the current Town of Drumheller Land Use Bylaw 16-20, this property is currently zoned as "ND" - Neighbourhood District.

### **Municipal Government Act**

Approval of application

- 654** (1) A subdivision authority must not approve an application for subdivision approval unless
- (2) A subdivision authority may approve an application for subdivision approval even though the proposed subdivision does not comply with the land use bylaw if, in its opinion,
- (a) the proposed subdivision would not
    - (i) unduly interfere with the amenities of the neighbourhood, or
    - (ii) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land,
  - and

(b) the proposed subdivision conforms with the use prescribed for that land in the land use bylaw.

(3) A subdivision authority may approve or refuse an application for subdivision approval.

**Title Encumbrances:** Registered on C. of T. 861 083 007, a portion of Lot 4, Block 44, Plan 2193 CC, there is an easement agreement registered as Document 971 350 666. This easement agreement is to grant access across and through a portion (3.658 m width) of the Servient Lands (the C. of T. 861 083 007 owned by the church and used as a parking and driveway) for the purpose of installing and laying a sewer and waterline to the Dominant Tenement (portion of Lot 4 which lies to the north of the South 33.528 m (110 ft.) of the said Lot 4)

**Sewage and Water System Details:** Municipal services exist and are available for both proposed parcels.

**STAFF RECOMMENDATIONS:**

That the application be approved, subject to the following conditions:

1. Registration of the subdivision by means suitable to the Registrar of the Land Titles Office, (Section 81 and 89 of the Land Titles Act);
2. All outstanding taxes to be paid to the municipality, [Section 654 (1)(d) of the Municipal Government Act];
3. Satisfactory arrangement to be made with the municipality for the provision of services, at the cost of the developer, [Section 655 of the Municipal Government Act].
4. Concurrent registration of utility easements and rights-of-way as required by relevant authorities [Section 654(1)(a) of the Municipal Government Act].
5. Consolidation of C. of T. 861 083 007, being a portion of Lot 4, Block 44, Plan 2193 CC with the newly created lot containing the church building on the south portion of existing Lot 3, Block 44, Plan 2193 CC [Section 655(1)(a) of the Municipal Government Act];

**Motion:** T. Lacher for Municipal Planning Commission to support Palliser Regional Municipal Services recommendations and conditions as presented in the Grace Evangelical Lutheran Church subdivision report: File No 80-164.

**Second:** A. Erickson – All in favour - Carried

## 5.0 OTHER DISCUSSION ITEMS

### 5.1 Discussion of Badlands Amphitheatre Campground

The Municipal Planning Commission discussed the options for staff accommodation at the Badlands Amphitheatre for the 2022 season with the representative's present.

A Temporary Campground may continue, after Development Permit approval, for the 2022 season. A proposal outlining ongoing accommodation plans for the 2023-2025 seasons will be required by spring 2022.

## 5.2 Land Use Bylaw Amendments

**Motion:** T. Lacher to go In Camera at 12:50pm

**Second:** K. Mclean – Carried

**Motion:** A. Erickson to go out In Camera – 1:06pm

**Second:** K. Mclean – Carried

## 6.0 NEXT MEETING DATE – February 10, 2022

7.0 **Adjournment – Meeting adjourned** by T. Lacher at 1:07 pm.

**Second** by A. Erickson - Carried

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

### **Attachments:**

- Agenda
- Summary of development permits
- Full meeting can be viewed at;  
<https://www.youtube.com/watch?v=TdwLNCLEAJQ&t=2438s>

**Municipal Planning Commission  
MINUTES  
Meeting of Thursday February 24, 2022**

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**Present:** Dave Brett – Acting CAO/Development Officer, Director of Infrastructure  
Antonia Knight, Development Officer in Training, Recording Secretary  
Andrew Luger, Chair – Member  
Tom Zariski, Councillor/Member  
Tony Lacher, Councillor/Member  
Kirk Mclean, Member  
Shelley Rymal, Member  
Greg Peters – Director of Protective Services (called in)

**Absent:** Darryl Drohomerski, CAO/Development Officer – regrets  
Art Erickson, Member – regrets  
Ryan Power, Member – regrets  
Devin Diano – CEO, Palliser Regional Municipal Services - regrets

**Attendee(s):** Representatives of the Canadian Badlands Passion Play  
Society/Badlands Amphitheatre;  
Vance Neudorf  
Alyssa Neudorf  
Dave Welling  
Brad Graham

**1.0 CALL TO ORDER – 12:03 pm**

A. Luger presented the Agenda for the February 24, 2022 meeting.

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

**Addition** – none

**Deletion** - none

**Amendment** – none

**1.2 Acceptance of Agenda**

**Motion:** T. Zariski moved to accept the agenda for the February 24, 2022 agenda

**Second:** T. Lacher - Carried

**2.0 MINUTES FROM PREVIOUS MEETINGS**

**2.1 January 27, 2022**

**Motion:** A. Luger moved to accept the minutes of January 27, 2022 meeting.

**Second:** K. Mclean - All in favour – Carried



## 2.2 Summary of Development Permits

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

**Second:** T. Zariski – All in favour – Carried

## 3.0 DEVELOPMENT PERMITS

### 3.1 T00007-22D – Temporary Campground

A. Knight advised presented Development Permit T00007-22D submitted by the Canadian Badlands Passion Play Society for a Temporary Campground located at 605 17 Street SW, Block 2, Plan 9210370. Four representatives of the Canadian Badlands Passion Play Society/Badlands Amphitheatre were present at the meeting.

This application was discussed for direction on the Jan 27, 2022, the Municipal Planning Commission discussed the options for on-site staff accommodation at the Badlands Amphitheatre for the 2022 season with the representative's that were present at that meeting. A Temporary Campground may continue, after Development Permit approval, for the 2022 season. Within the January 27<sup>th</sup> meeting the Municipal Planning Commission requested a proposal outlining ongoing accommodation plans for the 2023-2025 seasons.

A Campground is a Discretionary Use in the Rural Development District. Part of the property is zoned within the Rural Development District, part in the Badlands District. Zoning in this area is currently under review as a clerical error. Development Permits for "Temporary Campgrounds" have been approved from 2013-2019 under previous Land Use Bylaw 10-08.

There are a number of trailers on the lot to the south of the property line on Town land, a condition of an approved permit would include the relocation of these trailers to no longer be on Town land.

V. Neudorf explained that there is a strategic plan for the whole organization to evolve which includes planning for changes to onsite accommodation in the future operating seasons.

The Municipal Planning Commission discussed the application. It was decided that the timeframe to complete a plan to be completed by June 30<sup>th</sup>, 2022 was unreasonable and would be extended to September 30, 2022.

**Motion:** T. Lacher moved to approve presented Development Permit application T00007-22D submitted by Canadian Badlands Passion Play Society, for a Temporary Campground located at 605 17 Street SW, Block 2, Plan 9210370, subject to the following conditions;

**CONDITIONS**

1. Shall conform to Town of Drumheller Land Use Bylaw 16.20
2. Shall comply with the Alberta Health Services Nuisance and General Sanitation Regulation.
3. This development needs to comply with NFPA 1194 Standard for Recreation Vehicle Park and Campgrounds. Please contact the Fire Authority for further information.
4. Campground to develop a Fire Safety Plan and have fire preparedness equipment in place. Fire Safety Plan to be submitted to the Fire Authority and Development Authority.
5. If the holder of the permit wishes to make any change in the conduct of the business/development that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Authority. An additional development permit may be required.
6. Garbage and waste materials must be stored in closed containers and visually screened from public roads, excluding lanes.
7. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
8. All Trailers South of the property line must be removed by April 1, 2022. Confirmation to be submitted to the Development Authority.
9. Developer must provide a plan for permanent accommodation options for the volunteers of the Canadian Badlands Passion Play Society for the 2023-2025 seasons. Plan must be provided to the Development Authority by September 30, 2022.
10. This permit expires December 31, 2022.

**GENERAL REQUIREMENTS**

1. Shall conform to the Town of Drumheller Community Standards Bylaw 06.19.
2. All necessary safety code permits (building, electrical, plumbing, etc.) to be in place prior to construction/installations.
3. The site and buildings, structures and improvements shall be maintained in a clean, neat, tidy and attractive condition and free from all rubbish and debris.
4. Development to adhere to the Recreation Area Regulation from Alberta Health Services including but not limited to section 12(3) which states; "The operator of a recreational vehicle must ensure that no waste material contained in or coming from the recreational vehicle is deposited in any manner that creates or may create a nuisance."
5. Any and all local improvements at owner's expense including, however not limited to driveways, curb cuts, service connections, etc., and must be to the Town of Drumheller specifications.
6. Contractor's to be in possession of a valid Town of Drumheller Business License.

**Second: K. Mclean – Carried**



### 3.2 T0008-22D – Mobile Vendor – Canadian Mini Donuts

A. Knight presented Development Permit application T00008-22D submitted by Kyle Cook, for Mobile Vendor – Canadian mini Donuts Inc located at Rotary Splash Park. Zoning is within the Neighbourhood District. A. Knight advised all Mobile Vendor Permits are required to go through the Municipal Planning Commission as per Mobile Vendor Bylaw 01-18. The applicant requested just the Rotary Splash Park and the initial application requested to use two A-frame signs.

The Municipal Planning Commission discussed the application. It was decided that this application would be approved for all available Mobile Vendor locations – Rotary Splash Park, Suspension Bridge and Newcastle Beach. The application would be approved permitting one A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 16.20

**Motion:** T. Zariski moved to approve presented Development Permit application T00008-22D submitted by Kyle Cook, for Mobile Vendor – Canadian Mini Donuts Inc located at Splash Park, Suspension Bridge and Newcastle Beach subject to the following conditions;

1. Vendor shall provide the Development Authority with a current Alberta Health Services Food Handling Permit.
2. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
3. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
4. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
5. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
6. Vendor shall conform to Town of Drumheller Land Use Bylaw 16.20.
7. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 06.19.
8. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
9. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 16.20. Any other signage will require an additional Development permit.
10. Vendor shall provide garbage and recycling receptacles at the Mobile Vending Unit. Each night the garbage and receptacles are to be emptied and the site around the Unit is to be cleaned up.
11. Vendor shall not discard water from the daily activities, on the Unit site; it shall be discarded in the appropriate manner.
12. Vendor shall place piece(s) of plywood (i.e. 2 foot by 4 foot) under any wheel(s) to displace the weight of the Unit so not to create ruts in grassy areas.

13. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
14. This permit expires on December 31, 2022

**Second:** S. Rymal – Carried

#### **4.0 PALLISER REGIONAL MUNICIPAL SERVICES**

- 4.1 A. Knight advised there was nothing received from Palliser to be discussed.

#### **5.0 OTHER DISCUSSION ITEMS**

##### **5.1 T00005-22D – Home Occupation for Peggie’s Feline Rescue**

A. Knight advised the permit issued for the relocation of Peggie Feline Rescue, registered charity operating a Home Occupation for a Feline Rescue from Lehigh to a location in East Coulee.


It was determined that the application falls within the Home Occupation – Urban criteria. It was determined that the permit does not fall within the category of a Kennel, being that the operation of the business is based out of a home and that the operation is voluntary and not “in exchange for compensation” as per the definition within the Land Use Bylaw. A number of concerns were received, forwarded back to the applicant to be addressed, and addressed within the conditions within the issued Notice of Decision.

The permit did not come to MPC as the category of Home Occupation – Urban is a Permitted Use in the Neighbourhood District. The Development Authority for this permit was the Development Officer. This Permit was not circulated before it was issued to individual land owners. The application was advertised as “Under Consideration” within the February 9, 2022 Drumheller Mail and Notice of Decision issued on February 11, 2022.

Once the permit was approved, was advertised within the February 16, 2022 as an approved Permitted Use and circulated to adjacent land owners as per Section 5.15.3 of the Land Use Bylaw.

#### **6 NEXT MEETING DATE – March 10, 2022**

- 7 **Adjournment – Meeting adjourned** S. Rymal at 12:37pm pm.  
**Second** by K. Mclean - Carried

  
\_\_\_\_\_  
**Chairperson**\_\_\_\_\_  
**Acting Development Officer****Attachments:**

- Agenda
- Summary of development permits
- Full meeting can be viewed at;  
<https://www.youtube.com/watch?v=Qh70NSc-IXw>

## VALLEY BUS SOCIETY

Transportation for Seniors & Challenged Citizens  
702 Premier Way Box 2848  
Drumheller. AB. T0J0Y0  
Email: vbsociety@hotmail.com

## BOARD MEETING

January 12, 2021  
Town Hall with REP Protocols in place.  
4:30pm

---

**Board Members**, Darryl Drohomerski, Tony Lacher, Mary McSweeney, Allan Kendrick, Bill Wulff, Dave Brett, Christine Wheeler

### AGENDA ITEM

1. Call to Order, Darryl called the meeting to order at 4:30 pm

### 2. Agenda

**(Motion 1)** Tony moved to accept the agenda, Allan seconded. All in favour, carried.

### 3. Approval of Minutes

**(Motion 2)** Dave motioned to adopt minutes Seconded by Bill, All in favour, passed.

### 4. Business arising from the minutes.

**4.1** Bus #773 to be sold. **Dave** to generate a mechanic general report to give to interested parties: **Dave** will check into the value of just the ramp. **Christine** to resume discussions with Hutterites and other interested parties. All logos to be removed. **Dave** will check with fire department on removal of logos and use of the vehicle sold to them (777).

**4.2** There are no candidates at this time for the position of secretary. **Mary** volunteered to take them in the interim.

**4.3** Recruiting a new board member: **Dave** will follow up.

**4.4** Fundraiser was not a big success. \$22.00, that was with no advertising and one location, Napier Theatre.

**4.5** Follow-up reinvoice, letter of reminder. **Dave** will discuss with **Christine** about Bus pass.

**4.6** Chamber of commerce VBS presentation **Tony** discussed shop local. Fuel discount with membership, We get a better discount already so will not join Chamber of Commerce at this time.

**5. New Business – On line site.** Facebook run by Reality Bites. **Christine** to check with Sue on administration info. For facebook [info@valleybus.ca](mailto:info@valleybus.ca). **Valleybus.ca** website **Darryl** will follow up with someone who can update.

### 6. Reports

**6.1 Managers Report: Christine** – 772 looking good. Running well. Suggested a plastic film could be put on windshield to prevent rock chips, **Dave** to look into that. Christine will discuss pass book idea with Dave and report back. 773 bill high Dave to ask Kevin about that. 775 Western Chev front and back heater out. Front can be fixed, Not in use. 778 passenger side door interfering with ramp. Block heater to be checked. Amy Hebert is the new dispatch and is doing well. All clients called, George Hill owes \$800. Looking into a payment plan.

**6.2 Town Council Report- Tony-** Budget going in March. Budget should be reviewed, 8% increase requested. 10 year plan submitted for buses.

**6.3 Town Report- Dave -** Bus 775 problems with work not done will be sorted out..

**6.4 Financial Report- Bill** – not available

### 7. Correspondence

**7.1 Casino-** Email received suggesting July Aug. Sept. dates. Mary responded we are interested. Waiting on a draw. We need board members to fill key positions, and volunteers, 3 shifts per day for two days.

### 9. Adjournment

Motion to adjourn by Dave seconded by Allan, All in favour, carried.

**10. Next Meeting Date-** Feb 9, 2022 at 4:30pm.



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

**Date:** Wednesday January 12, 2022  
**Time:** 7 pm  
**Location:** Online - ZOOM Meeting  
**Chair:** Samantha Haddon  
**Secretary:** Cheryl McNeil  
**Regrets:** Lizbeth Dube  
**Trustees:** Caleb Brown, Mitchell Barry, Lynn Fabrick, James Foster, Jade Scott (Stephanie Price, absent)  
**Marigold Rep:** Margaret Nielsen  
**Guests:** Darryl Drohomerski  
**Library Director:** Emily Hollingshead

1. Call to Order – Samantha called the meeting to order at 7 pm
2. Meeting Processes
  - a. Land Acknowledgement (L. Fabrick)
  - b. Confirmation of quorum (5/9) – Quorum confirmed.
  - c. Accepting of regrets – J. Foster moved to accept the regrets. L. Fabrick seconded. Carried.
  - d. Additions to the Agenda / Approval of agenda – C. McNeil moved to accept the agenda as presented. J. Scott seconded. Motion carried.
  - e. Review/Approval of the minutes of December 8, 2021 – M. Barry moved to approve the minutes of the Dec. 8, 2021 meeting. L. Fabrick seconded. Motion carried.
  - f. Declaration of conflicts of interest - None
  - g. Welcome guests: Margaret Nielsen and Darryl Drohomerski
3. Reports
  - a. Financials:
    - i. Financials: E. Hollingshead & C. Brown – the December 2021 financials were shared. It was noted there was a higher than expected number of donations and revenues. Several costs came in under budget and in general several came in close to budget.  
  
C. Brown moved to accept the December 2021 statement of revenues and expenses as presented. L. Fabrick seconded. All in favour. Motion carried.
  - b. Director: E. Hollingshead – the Library’s year-end report for 2021 was shared by E. Hollingshead who noted it was a surprisingly productive year as the Library found several ways to get involved in the community. The report provided an update on programming, the facility, collection/circulation; technology; staffing (four new staff members joined the library: two students, an admin assistant, and an employee in partnership with DARTS), meetings/committees, financials/bookkeeping, Town liaison and statistics. E. Hollingshead noted that the numbers from the statistics in general are increasing balancing this with the goal for the library to be a safe place.
  - c. Marigold: M. Nielsen – there is no report for this month; first executive meeting is scheduled for next week.
  - d. Society: S. Haddon – the meeting is rescheduled to February; the Society is looking for a couple of volunteers for the Reel Alternative later in January.
  - e. Other:
    - i. Policy Committee: No meeting date – communicate via email and meet in the spring
    - ii. Special Project Committee: Mon. January 24, 2022
    - iii. HR Committee: Next meeting Tues. January 11, 2022
4. New Business
  - a. For Discussion

- i. The presentation to Town Council was held in early December with the removal of the section on budgeting. The budget was submitted directly to D. Drohomerski and this will be included in the budget package for Council in February.
  - ii. Review of Board Calendar – S. Haddon shared the draft calendar; discussion followed. M. Nielsen advised that Marigold will present to Council in 2022; there is a placeholder for a presentation to Town Council in March.
- b. Email vote record – The Board voted to ratify the email vote from December 23, 2021. L. Fabrick moved that starting in 2021, donations to the Town of Drumheller Library Board not designated for a specific purpose that exceed the amount budgeted under "Miscellaneous Donations" will be set aside for the activities of the Special Projects committee and deferred from year to year as needed. J. Foster seconded. All in favour. Motion carried. There was discussion about revising the Library Board's bylaws with consideration for email motions.

c. Decision

- i. In camera: Director of Library Services Performance Evaluation

C. McNeil moved to go in-camera at 7:49 pm; J. Foster seconded. Motion carried.

L. Fabrick moved to go out of in-camera at 8:25 pm. M. Barry seconded. Motion carried.

S. Haddon shared E. Hollingshead's 2021 Performance Goals and 2022 Performance Plan with Board members. The HR Committee will create a document regarding E. Hollingshead's 2021 performance goals and provide this to the Board at the February meeting.

C. Brown moved to create an Employee Recognition fund of \$2,500 which would be effective in 2022, a future policy will be developed for the management of the Employee Recognition fund. J. Foster seconded. All in favour. Motion carried.

d. For Information/Reminders

- i. Board Calendar:
  - 1. New Board member recruitment (Ongoing)
  - 2. New Board member orientation (Ongoing)
  - 3. Volunteer Hours due (ASAP)
  - 4. Annual report for PLSB (February)
  - 5. PLSB Library Board Basics Workshop - Doodle poll for dates
- ii. Correspondence

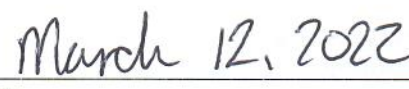
b. Ongoing/Unfinished Business

- a. Plaques – Little Free Libraries & Instruments - Linda from DLS
- b. Little Free Libraries - One left to place
- c. Updating Policies & Bylaw - March/April meeting date

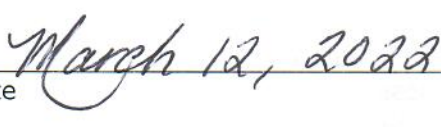
7. Adjournment – C. Brown moved to adjourn at 8:33 pm. L. Fabrick seconded. All in favour. Motion carried.

**Next Meetings:** Wednesday February 9, 2022

  
 \_\_\_\_\_  
 Samantha Haddon, Board Chair

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Cheryl McNeil, Secretary

  
 \_\_\_\_\_  
 Date

version: January 12, 2022



## Town of Drumheller Public Library Board Meeting Minutes

**Date:** Wednesday February 9, 2022  
**Time:** 7 pm  
**Location:** Online - ZOOM Meeting  
**Chair:** Samantha Haddon  
**Secretary:** Cheryl McNeil  
**Regrets:** Liz Dube  
**Trustees:** Caleb Brown; Liz Dube, Mitchell Barry, Lynn Fabrick, Stephanie Price, James Foster, Jade Scott  
**Marigold Rep:** Margaret Nielsen  
**Guests:** Tracy Abildgaard  
**Library Director:** Emily Hollingshead

1. Call to Order – S. Haddon called the meeting to order at 7:01 pm
2. Meeting Processes
  - a. Land Acknowledgement (L. Fabrick)
  - b. Confirmation of quorum (5/9) – quorum achieved
  - c. Accepting of regrets – J. Scott moved to accept regrets. M. Barry seconded. Motion carried.
  - d. Additions to the Agenda / Approval of agenda – C. Brown moved to approve the agenda as amended by changing item 4-b-ii Masking in the Library (more general). M. Barry seconded. All in favour. Motion carried.
  - e. Review/Approval of the minutes of January 12, 2022 – E. Hollingshead noted that in item 3-a-I, the phrase several costs was repeated. L. Fabrick moved to accept the minutes with this amendment. J. Scott seconded. All in favour. Motion carried.
  - f. Declaration of conflicts of interest - none
  - g. Welcome guests: Margaret Nielsen and Tracy Abildgaard a prospective new board member gave a brief introduction about herself.
3. Reports
  - a. Financials:
    - i. Financials: E. Hollingshead & C. Brown – C. Brown moved to accept the statement of revenues and expenses for January 2022 as presented. C. McNeil seconded. All in favour. Carried.
  - b. Director: E. Hollingshead – highlights were shared from the January 2022 report. The height adjustable table arrived, and Public Works helped in putting together the hydraulic lift system. The administrative assistant was able to prepare the 2019-2021 issues of the Drumheller Mail for micro-filming and was able to source an alternative Canadian company to complete the micro-filming. The Library has been experiencing trouble with static and dropped calls on the main telephone line at the circulation desk and staff have had a local business come in to help resolve the issues, but the source of the problem has not been found. A practicum student from SAIT worked in January for three weeks and was able to move forward on three projects including setting up the Library of Things. E. Hollingshead has joined the Poverty Reduction Alliance Steering Committee as a library representative.
  - c. Marigold: M. Nielsen – the Marigold Board Meeting was held on January 29, with about 45 people joining the Zoom meeting. The new building is now occupied, and the budget came in under by \$700,000 with an opportunity for more savings per the landscaping agreement with the Town of Strathmore. Once the landscaping has survived for one year, a deposit will be returned to Marigold. Supply Chain issues have caused a delay for rotating and replacing one of the delivery vans. The vans put on a great deal of kilometers throughout the Marigold region.  
Municipal population numbers are in and Drumheller's population dropped by about 40 people. Schedule C will not change, the Town's amount will also stay the same. Marigold has been functioning at the same rate for the last three years.

version: February 9, 2022



The Marigold Conference which is open to employees and board members will be on Wed. May 11, 2022, "From Disruption to Direction".

- d. Society: S. Haddon reported that the Society's AGM will be on Monday, March 21, at 7:30 pm. The Society met on Feb. 7 and will be following up with Public Works for Little Free Libraries. They are picking a movie for March for the Reel Alternative. The February film, Spencer about Lady Diana is scheduled for Feb. 28. Jeff and Cathy Larson have recently sold the Napier Theatre to new owners who will continue the partnership with The Library Society. The Library is looking for support from the Society for the Imagination Library (a Dolly Parton initiative).
- e. Other:
  - i. Special Project Committee: Report, Next meeting is scheduled for Wed. Feb 23, 2022 – the committee met at the end of January, primarily it was a brainstorming session. First step in the actual plan was to talk to the Library Society to see if there was interest in the Imagination Library. E. Hollingshead mentioned there is a lot of archival material in the Library to support the 100<sup>th</sup> anniversary. Research is being done to determine different grants that may compliment what will be done to recognize and celebrate the 100<sup>th</sup> anniversary of the Library.

#### 4. New Business

- a. For Discussion
  - i. Plan of Service Review – S. Haddon shared the Plan of Service document with all Board members and asked them to take the time to read it.
- b. Decision
  - i. Approval of Annual Report – M. Barry moved to approve the 2022 Annual Report, for submittal to the Public Library Services Branch, with one minor edit to add Stephanie Price to the Board members list. Seconded by C. Brown. All in favour. Motion carried.
  - ii. Masking in the Library – there was discussion about the previous masking policy in the summer of 2021. E. Hollingshead suggested that masking is enforced on specific hours available every week for people who want to ensure the library is a safe place. Discussion followed. E. Hollingshead will check in with staff to get their feedback.

J. Foster moved to give the Library Director discretion to set periods of time in which masking is required in order to protect Library patrons and staff. J. Scott seconded. M. Nielsen suggested that the Library Director will need to have good signage posted regarding the masking policy and specify times when masking is required. All in favour. Motion carried.

- c. For Information/Reminders
  - i. Board Calendar:
    - 1. New Board member recruitment (Ongoing)
    - 2. New Board member orientation (Ongoing)
    - 3. PLSB Library Board Basics Workshop - Saturday February 26, 10am - 12pm
    - 4. Schedule Policy Committee Meeting (March/April)
    - 5. Approval of Director of Library Services HR Committee Report – will be done by next meeting (S. Haddon)
    - 6. Continue to meet via Zoom until the Spring
  - ii. Correspondence

#### 5. Ongoing/Unfinished Business

- a. Plaques – Little Free Libraries & Instruments - Linda from DLS
- b. Little Free Libraries - One left to place

- 6. Adjournment – L. Fabrick moved to adjourn the meeting at 8:22 pm. J. Scott seconded. Motion carried.

**Next Meetings:** Wednesday March 9, 2022 – 7 pm  
version: February 9, 2022

S. Haddon Chair Mar 12/22  
C. Brown Secretary March 12/22



# Travel Drumheller Uncovering Wonder



## New Strategic Plan

### Vision

The Drumheller Region is an iconic Canadian Destination

### Mission

To promote Drumheller and region as a premier year round destination



# VALUES AND BELIEFS

## Travel Drumheller believes in:

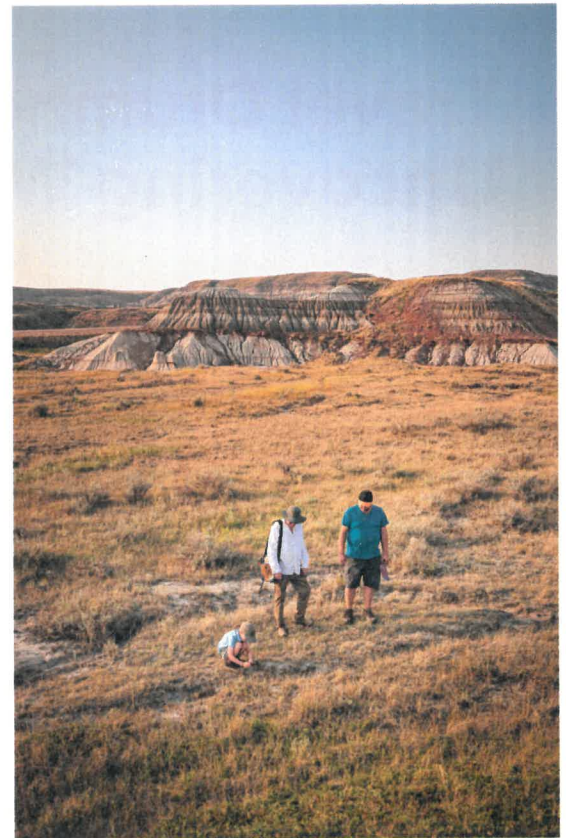
Delivering quality marketing

Value-based stakeholder

engagement

Collaboration

A well informed tourism industry



## Change is needed

### Drumheller needs to

Increase off season visitation

Extend the stays of visitors

Create a more stable workforce

Have a reputation as a great place to be

Have local pride clearly on display





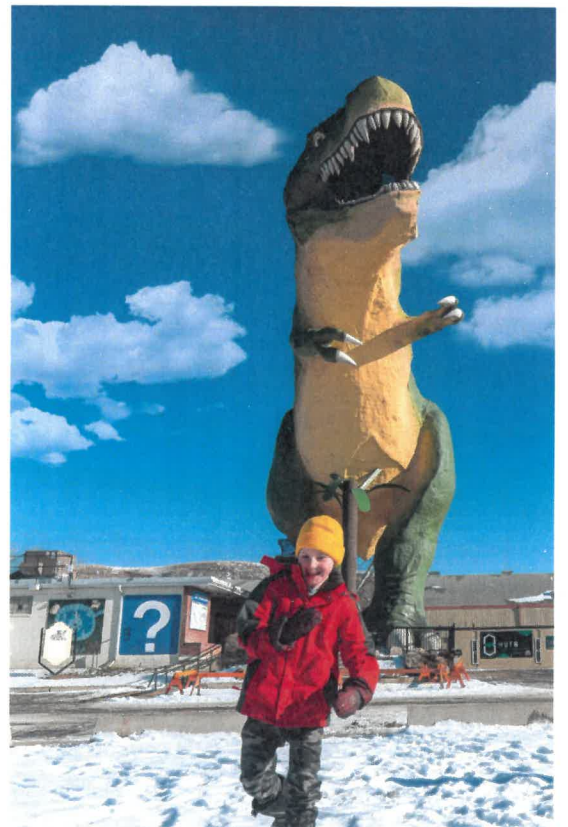
## Five overarching priorities

Improved Audience Understanding  
Support Destination Development  
Destination Marketing  
Organization Stability  
Governance



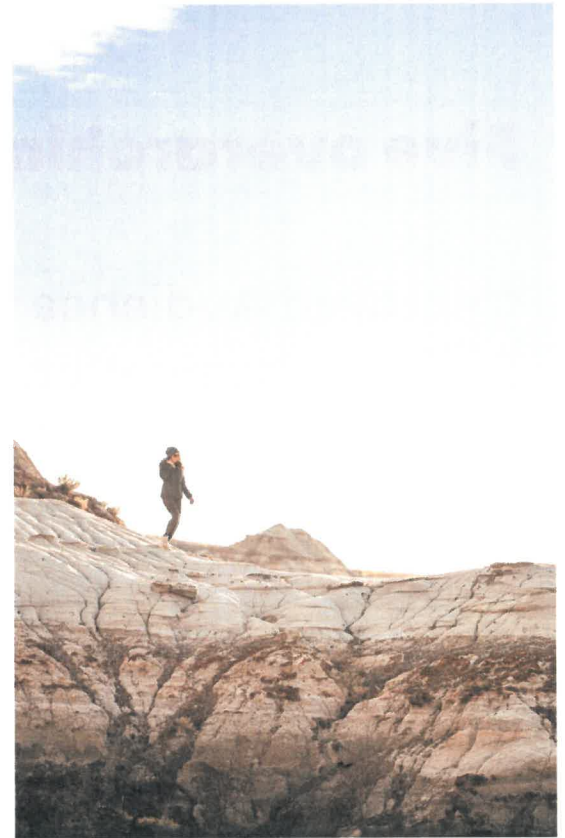
## Improved Audience Understanding

Develop a data-based understanding of tourism in Drumheller  
Create mechanisms to identify and collect relevant data  
Improve skills of business owners in data collection



## Support Destination Development

- Develop a Destination Development Plan (DDP)
- Secure funding for the DDP
- Engage partners in DDP creation
- Enhanced Community Pride in the sense of place



## Destination Marketing

- Maintain the summer as the anchor season
- Continue to market the summer season
- Implement customer care training
- Increase length of stay by moving people around the destination
- Build shoulder season visitation



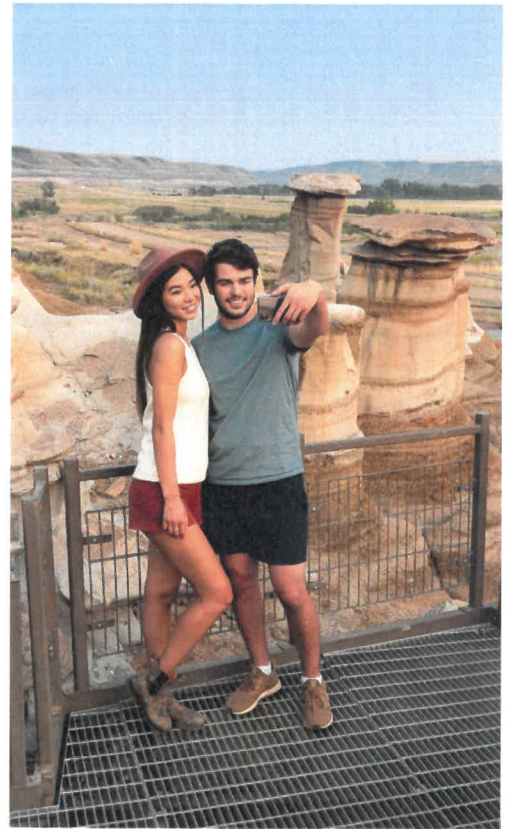


## Organization Sustainability

Develop and maintain a sustainable funding model

Ensure stability in the organization

Build support and awareness of the organisation in the community



## Governance

Create a progressive well governed organisation

Create policies to ensure Travel Drumheller is diverse, equitable, accessible, and inclusive



## Some Numbers for 2021

**4,000** visitors assisted by our Ambassador.

**33 million** impressions in the digital media campaign with 27,039 conversions.

**Increase of 48%** in web visits.

**28** participants in Drum Discovery.

**16,000** views of Online Guide.



## Some More Numbers for 2021

**312,000** visitors to the RTM

**60** businesses attended socials

**150** businesses attended training and information webinars

**\$45,000** direct marketing support to businesses







**Any  
Questions?**

**Contact us**

**[admin@traveldrumheller.com](mailto:admin@traveldrumheller.com)**

**403 8232242**

**Quarterly Report for CAO**

**Name: Darryl Drohomerski, C.E.T.**

**Period: January – March 2022**

**CN RAIL: Lease – Completed** The Town and CN Rail agreed to a lease, subject to Council approval, in March 2022. The terms are for 25 years at \$1/year and the rail line and bridges may only be used for active transportation (walking, cycling, etc.).

**Service / Staff Capacity Review – Ongoing** Organizational reviews are ongoing with some upcoming reorganizations to be rolled out in quarter 2 and 3 of 2022.

**Garbage Disposal Billing – Completed** The work was started in January and completed in February. The Town is one of the members of the Solid Waste Association and were served notice that commercial garbage generated in Drumheller would no longer be disposed of at no cost, effective April 1. These changes were communicated to the customers in February.

**Development** – the statistics for building permits in quarter one and 2020-2021 is attached.

**Key Performance Indicators and Statistics**

<b>Emails received by CAO in first quarter</b>	<b>7,127</b>
<b>Emails received by CAO in Q4 2021</b>	<b>6,808</b>
<b>Development Permits in first quarter</b>	<b>24</b>
<b>Development Permits in 2021</b>	<b>143</b>

Attachments

1 Q STATS 2020-2022



<b>TITLE:</b>	<b>Corporate Services Quarterly Report</b>
<b>DATE:</b>	<b>January 24, 2022</b>
<b>PRESENTED BY:</b>	<b>Mauricio Reyes, CPA, CMA, CAMP, Chief Financial Officer</b>
<b>ATTACHMENTS:</b>	

This report covers the period from January 1 to March 31, 2022.

### **2022 Strategic Priorities**

- Strategic priority update is provided under a separate briefing note

### **Operations**

- Property tax assessments were received from the Town's assessors in March
- Approximately 536 business license renewal notices and 207 pet licenses renewal notices were mailed in January
- Tax recovery Public Auction was held on January 21 – no bids
- Municipal Internship Program grant was approved in February and hiring process was started and completed in March. Municipal intern is expected to start in May 2022

### **Budgets**

- Administration presented the 2022 Capital Budget to Council on January 17. Council adopted the 2022 Capital Budget on January 24.
- Administration presented the 2022 Operating Budget to council on March 7. Administration recommends adoption of the 2022 Operating Budget in early April.

### **Audit**

- Administration and RSM worked on completion of the 2021 FCSS year-end financial review. The 2022 FCSS report will be submitted to the Province in April 2022
- Administration and RSM worked on completion of the 2021 Flood Mitigation Project audit. The 2021 Flood Mitigation Project audit report will be presented to Council in May 2022
- Administration and RSM are working on the 2021 year-end Town audit. The Town's 2021 audited financial statements will be presented to Council in Q2

### **Grants**

- A final update on 2021 grants will be provided with the Q2 report.

## Financial Report

- A Q1 Financial report would not provide meaningful information as it would capture a few weeks of data. A financial report will be represented for Q2.

Report Writer:	Mauricio Reyes, CPA, CMA, CAMP	CAO:	Darryl E. Drohomerski, C.E.T.
Position:	Director of Corporate and Community Services		

## Report for Recreation – Quarter 1 - 2022

**Name: Darren Goldthorpe**

**Period: January to March 2022**

In quarter one of 2022, recreation facilities continued to operate under the provincial Restriction Exemption Program (REP) until they were lifted in a 3 Stage approach. On February 9, Stage 1 saw the REP removed allowing the opportunity for those who were not fully vaccinated to use facilities. On March 1, masking requirements in indoor settings including recreation facilities was removed. This was well received by many but not by all.

### Recreation and Parks Master Plan

Example of other master plans and terms of references have been obtained. Next is to prepare the draft terms of reference for Directors review and then prepare for Councils review

### Community Assistance Policy Review

Work has not begun on this yet.

### Arena

- Masking requirements, capacity as well as food and drink restrictions were lifted at the same. This was just in time for Minor Hockey and Drumheller Dragons playoff seasons.
- Dragons made it to the second round of playoffs with some very exciting hockey but unfortunately lost to Okotoks Oilers. They saw some of the biggest crowds they have ever seen!
- Dragons will now shift to their spring development programs until mid-May.
- Drumheller Skate Club hosted a very successful Carnival wrapping up their season.
- Continued to offer drop-in programs such as stick and puck, shinny and public skating this quarter.

### Aquaplex

- With the change in restrictions, we saw a saw an increase in users in all our swim times this quarter.
- Greentree and St. Anthony School lessons were able to resume on a regular basis.
- With the addition of some new staff, we were able to add public swim on Sundays (February), additional evening swim lessons (March) and in April will be adding additional Friday early morning lane swim.
- EduTours will resume next quarter (April) with 2-3 bookings per week.
- Planning for summer swim lessons and the outdoor pool has begun.

### Badlands Community Facility

- Like the Aquaplex, the BCF started to see an increase in users when masking restrictions were lifted.
- Seniors Toonie Walk has continued to grow this quarter and we added a new “Walk ‘n’ Talk” program in collaboration with AHS on Wednesdays.
- Pre-covid events, “Fit Into It Challenge”, “Battle of the Valley” and the “Spring Sports & Arts Expo” were all reinstated.
- This quarter basketball and pickleball were the highest attended drop-in programs and we had 17 of 32 registered programs run.
- A new Parent and Tot program in the fieldhouse on Friday mornings has become very popular.
- BCF celebrated its 10<sup>th</sup> Birthday with a great party on March 12!
- Minor baseball and softball made regular use of the fieldhouse late this quarter.
- Due to production and shipping delays, we are still waiting on a couple of new pieces of cardio equipment as well as the banquet hall audio/video upgrades.

### Statistics

#### **Arena-Hours**

Event Type	2022	2021	2020
Drop in Program	31.5	0	0
Jr. A – Game	55.5	12	39
Jr. A - Practice	127.25	71.25	68
Sporting Event	174	0	459.25
Sports Practice	322	268.25	23.25
Tournament	20	0	0
Tradeshow	0	0	0
<b>Total</b>	<b>730.25</b>	<b>351.5</b>	<b>589.5</b>

#### **Badlands Community Facility - Permits**

Event Type	2022	2021	2020
Administrative/Internal	21	2	5
Anniversary	0	0	0
Banquet	1	0	8
Birthday Parties	6	0	3
Camp BCF	0	0	0
Concert/Performance	1	0	0
Conferences	1	0	0
Drop In Program	17	0	1
Facility Tours	6	1	0

Fundraiser	0	0	0
Maintenance	2	0	5
Meetings	17	0	16
Memorials	0	0	0
Non-for-Profit (NFP)	3	0	0
NFP Town Sponsored	9	0	4
Registered Program	8	0	2
Reunions	0	0	0
School groups	1	0	0
Sport/Competition (dates booked)	65	10	46
Tournament	0	0	0
Tradeshow	4	1	1
Training	3	0	1
Wedding	0	0	2
<b>Total</b>	<b>165</b>	<b>14</b>	<b>86</b>

**Badlands Community Facility - Attendance**

Monthly Drop-ins and Members	2022	2021	2020
January	3056	0	4966
February	3020	0	5127
March	4064	318	2430
<b>Total</b>	<b>10 140</b>	<b>318</b>	<b>12 523</b>

**Aquaplex - Attendance**

Monthly Drop-ins, Members, Clubs	2022	2021	2020
January	1934	0	2866
February	2707	159	3740
March	3176	380	1398
<b>Total</b>	<b>7817</b>	<b>539</b>	<b>8004</b>

**Aquaplex - Attendance**

	2022	2021	2020
Drop-ins	2004	0	2001
Members	2049	0	2917
Other (low intensity reservations)	891	95	980
Lessons/Courses	765	164	350
Rentals (Swim club, private)	2108	271	1756
<b>Total</b>	<b>7817</b>	<b>530</b>	<b>8004</b>

## **Quarterly Report for Emergency & Protective Services – 2022 Strategic Priorities**

**Name: Greg Peters Director of Protective and Emergency Services**

**Period: January – March 2022**

### **Spring Emergency Management Readiness – Completed/In Progress**

The Town Emergency management committee met on Feb 10 to review the Town emergency management plan. The plan was reviewed by our field officer on March 10 as well. The ECC was cleaned and prepared in January. In cooperation with the flood mitigation crew we are working on a new addendum to include the flood mitigation work into the existing plans and have engaged a contractor well versed in the field to assist. This is a multi year undertaking to carry it through. We had a tabletop emergency exercise on March 25 in the ECC simulating a flood and additional jeopardies for staff to work through using the Incident Command System. Dave Brett and I have an ongoing inventory and suitability check for mitigation supplies and our deployment of these. Staff have taken part in emergency readiness webinars with the province in past weeks as well.

### **Remedial Properties Policy - Completed**

This was reviewed by council and passed in January. This will be communicated to citizens to all are aware of the emphasis placed on clean and tidy properties throughout the valley.

### **New Traffic Bylaw**

Municipal enforcement staff are continuing work on this draft and shall bring it to council in May.

### **Mutual Aid Agreements – Emergency and Fire Services**

The director has been in discussion with a contractor to complete this review and production of new agreements with our partners.

### **Fire Chief Position**

The director and HR manager are working on a job description and if the funds in the budget are passed in the operating budget, we shall endeavour to advertise this position and seek appropriate candidates to become our full time fire chief.

**Prepared by:**

**Greg Peters**

**Director of Protective and Emergency Services**

**Approved by:**

**Darryl Drohomerski**

**Chief Administrative Officer**

## BRIEFING NOTE

<b>DATE:</b>	03 April 2022
<b>TITLE:</b>	Traffic Bylaw – New Draft
<b>DEPARTMENT:</b>	Dept of Emergency and Protective Services
<b>PRESENTED BY:</b>	G. Peters
<b>ATTACHMENT:</b>	

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

A new traffic bylaw has been under some construction for some time. A draft is nearly complete but needs review and critical analysis be conducted by senior administration before being presented to council.

### **BACKGROUND / PROBLEM**

The present town traffic bylaw is outdated and refers to other provincial laws no longer in existence. In addition, the Town no longer administrates over weight permits as this is done by a contractor that works with the province. Also, the town now employs peace officers able to enforce provincial traffic laws for all violations of rules of the road and the bylaw can be focused on matters largely of municipal concern and not a needless reinforcement of provincial laws that already exist.

### **KEY POINTS / STATUS**

The director has been working on the draft to be brought to council in late April 2022. It will very much help to have a review conducted as noted before it is brought to council for first reading in May.

### **IMPLICATIONS / CONSEQUENCES**

The strategic priorities chart noted this be brought to council in April. If this could be forestalled for a date in May it is regarded the bylaw draft will be brought to council without further delay.

### **FINANCIAL**

There are no financial implications at this time.

### **COMMUNICATIONS**

In due course the Town Communications department will be charged with communicating information in relation to the new bylaw to the public.

**Prepared by:**  
**Greg Peters**  
**Director of Protective and Emergency Services**

**Approved by:**  
**Darryl Drohomerski**  
**Chief Administrative Officer**

## **Infrastructure Services Quarterly Report Q1 – 2022 (Jan. 1 - Mar 31)**

### **Strategic Priorities:**

#### INFRASTRUCTURE

1. Grant - Bridge 11 Replacement - Community Engagement – March
2. Nacmine Forcemain – Design February - Complete
3. Beautification: 2022 Target - February

+ Asset Management Plan - Inventory  
+ Trail System: 2022 CN Trail Projects

- **Grant- Bridge 11 Replacement:** Land purchase being done. Emergency Services has been briefed. Community Engagement Plan developed and Public Information session being scheduled along with letter to residents being written. Public Information sessions being planned for late April/early May.
- **Nacmine Forcemain – Design: Complete.** Tender package being finalized for release week of April 4, 2022.
- **Beautification: 2022 Target:** Request for Direction submitted and feed back received. Town staff planning work as indicated in the Request for Direction. Intersection of 12 Ave SE and Highway 9, east boulevard of Highway 9 between North Dinosaur Trail and Grove Ave, boulevards of Highway 9 at south hill and planning work including stakeholder input for Nacmine community entrance.
- **Asset Management Plan:** Ongoing training for various staff, and development of GIS inventory logs.
- **Trail System: 2022 CN Trail Projects:** Trail construction of section from 5 St E to 19 St E identified as first priority. Work scope added to 2022 Street Improvement Program, and storm culvert and drainage issues being reviewed for that section.

### **Airport**

**Completed:** Significant number of patient transfer flights for AHS, 2-3 per week; aviation fuel sales of 14,000 litres or \$24,500, loss of sales for last 2 weeks of Q1 due to fuel system issues. Airport - PTTMA fuel tank Inspection.

**In Progress:** Airport Lighting System project & Airport Runway Rehabilitation project (both primarily grant funded), tender closed, RFD for award in special session April 11.

### **Facilities**

**Completed:** Annual fire extinguisher inspections and upgrades; updating of radio licence with Transport Canada;; facility gas detectors calibration contract awarded; 3 cameras installed at woodshop for safety and security; installation of lights behind the Aquaplex for pathway safety; Roof repairs to BCF and WTP

**In Progress:** routine HVAC maintenance and repairs in all buildings; Arena ice extended to May 31.

### **Operations**

**Completed:** Plowing, sanding and snow removal; pothole patching; thawing culvert and catch basins; PW-Facility License renewed - Alberta Government; Automotive License renewed - Alberta Motor Vehicle Industry Council; renewed license for operating a mechanical garage service station;

**In Progress:** preparations for 2021 Mosquito Program; selling Crushed Concrete and Asphalt millings that are stored at the landfill RFQ - New branding for Street Signing released; RFQ - Utility Cold Storage Building re-released; Elm Tree pruning and removal;



### Utilities

**Completed:** WTP annual report submitted to AEP. WTP chemical ordering and clarifier cleaning.

**In Progress:** Discoloration of water occurred during Q1 and is being resolved, but most distant portions of network are still seeing it.

### Health and Safety

Report Type	Total	Total 2021	Q1	Q1 2021	Q2	Q2 2021	Q3	Q3 2021	Q4	Q4 2021
Incident	0	8	0	2		6		0		2
Accident	2	6	2	2		2		2		0
First Aid/Injury	3	11	3	2		3		6		3
Near Miss	1	6	1	3		2		1		2
Work Refusal	0	0	0	0		0		0		0
<b>Total Number</b>	<b>6</b>	<b>31</b>	<b>6</b>	<b>9</b>		<b>13</b>		<b>9</b>		<b>7</b>

### Drumheller Municipal Airport

Report Type	Total	Total 2021	Q1	Q1 2021	Q2	Q2 2021	Q3	Q3 2021	Q4	Q4 2021
Fuel Purchases	0	69,673	0	0		35,009		34,664		
Fuel Sales (Litres)	14,160	50484	14,160	N/A		17,651		32,833		
General Aviation	11	998	11	85		364		399		150
Visits/Overnight	4	146	4	N/A		52		83		11
Events	0	2	0	0		0		2		0

- Aircraft Landings do not account for commercial aircraft and aircraft after hours, approximately 20%

- 2022 Q1 General Aviation is partial data for month of January only at this time.

<u>OPERATIONS</u>	<u>Target</u>	<u>2022 Total</u>	<u>2021 Total</u>	<u>2022 Q1</u>	<u>2021 Q1</u>	<u>2022 Q2</u>	<u>2021 Q2</u>	<u>2022 Q3</u>	<u>2021 Q3</u>	<u>2022 Q4</u>	<u>2021 Q4</u>
<b>Mechanical Services</b>											
Work orders (WO)			164		46		56		62		
<b>Tree Trimming</b>											
Town Staff (Staff days)			68		54		12		2		
Contractor (days)			16		4		5		7		
<b>Pot hole repair</b>											
Town staff (Staff days)			20		16				4		

### Utilities

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

Period	Total 2022	Total 2021	Q1 2022	Q1 2021	Q2 2022	Q2 2021	Q3 2022	Q3 2021	Q4 2022	Q4 2021
Created	112	442	112	120		114		123		85
Completed	110	434	110	119		109		121		85
Outstanding	2	8	2	1		5		2		0
<b>Orders Completed</b>	<b>98.2%</b>	<b>98.2%</b>	<b>98.2%</b>	<b>99.2%</b>		<b>95.6%</b>		<b>98.4%</b>		<b>100%</b>

**Water and Wastewater Treatment Plant\* (to September 15, 2021)**

	Total (YTD)	Total 2021	Q1 2022	Q1 2021	Q 2022	Q2 2021	Q3 2022	Q3 2021	Q4 2022	Q4 2021
<b>Water Treatment Plant</b> (cubic meters)	307,234	1,282,015	307,234	270,902		333,672		382,361		295,080
<b>Wastewater Treatment Plant</b> (cubic meters)_	168,025	789,868	168,025	253,944		198,068		170,436		167,420
<b>Line Locates</b>	144	1,164	144	122		273		769		

**OPERATIONS: SeeClickFix App (Q1 2022)**

Request Category	Created in period	Ack	Closed	SLA length	% closed within SLA	overdue	Open	overdue not closed
Animal Control	4	1	1	2 days	0%	1	3	3
Bylaw	2	2	2	2 weeks	100%	0	0	0
Facilities and Buildings owned by the Town of Drumheller	2	2	2	5 days	50%	1	0	0
Parks Issues	2	1	2	5 days	50%	2	0	0
Roads - gravel surface	2	0	2	5 days	100%	0	0	0
Roads - paved surface	8	0	8	5 days	100%	0	0	0
Roads - pothole	10	2	10	5 days	70%	3	0	0
Roads - sidewalk issues	4	1	2	260 weeks	100%	0	2	0
Snow and Ice Removal - road	31	6	31	7 days	87%	4	0	0
Snow and Ice Removal - sidewalk	6	3	6	3 days	17%	5	0	0
Vegetation	1	0	1	52 weeks	100%	0	0	0
Water / Sewer - water quality	6	6	6	1 day	83%	0	0	0
Water/Sewer - odour	5	5	5	1 day	40%	2	0	0
Water/Sewer - water pressure	4	0	4	1 day	100%	0	0	0
Z- Other	12	11	12	2 days	58%	5	0	0

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

## **COMMUNICATIONS OFFICER**

### **FIRST-QUARTER REPORT, 2022**

#### **STRATEGIC PRIORITIES**

##### Internal Communications

- Awaiting CAO to review and an RFD will be prepared
- Internal employee newsletter to be circulated on April 1

##### Public Participation

- Draft questions complete and circulated to Council for review

##### Digital Marketing Campaign (BCF Wedding Facilities)

- Launched/published

#### **SOCIAL MEDIA**

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

- KPI's Attached

#### **COMMUNICATIONS BRIEFS (KPI)**

Briefs Received and completed: 27

Communications objectives completed without briefs:64

Total objectives: 91

## ANALYTICS (KPI'S)

Summary table (January 1 – March 31, 2022)

Amount of Media Releases/Web posts	<ul style="list-style-type: none"> <li>16 total news posts</li> </ul>
Engagement *Data pulled from Hootsuite and respective platforms	<p>Twitter</p> <ul style="list-style-type: none"> <li>37 tweets</li> <li>6K impressions</li> <li>Overall sentiment: positive</li> <li><b>Best Tweet: Plaza reveal</b></li> </ul> <p>Instagram</p> <ul style="list-style-type: none"> <li>4 posts</li> <li>36 stories</li> <li>124 engagements</li> <li>Overall sentiment: positive</li> <li><b>Best post: Building Enhancement Grant</b></li> </ul> <p>Facebook</p> <ul style="list-style-type: none"> <li>92 posts</li> <li>+ 8,800 engagements</li> <li>+1.2K clicks</li> <li>Overall sentiment: neutral</li> <li><b>Best post: Capital Budget</b></li> </ul> <p>Drumeller.ca</p> <ul style="list-style-type: none"> <li>65,711 pageviews</li> <li>Top 10 pages: <ol style="list-style-type: none"> <li>Home</li> <li>Aquaplex</li> <li>Badlands Community Facility</li> <li>Careers</li> <li>Contact us</li> <li>Oktoberfest</li> <li>Wedding facilities</li> <li>Staff Directory</li> <li>Tenders</li> <li>Memorial Arena</li> </ol> </li> </ul>
Subscriber/follower counts on Town of Drumheller social media *Data pulled from Hootsuite, Social Blade and respective platforms	<p>YouTube: 144 Twitter: 1,712 Facebook: +6,2K Instagram: 1,447</p>
Response time to direct messages on social media	<p>Under 24 hours response: Facebook – 39 conversations Instagram – 36 conversations</p>



## Quarterly Report for Community Development and Social Planning

**Name:** April Harrison – Manager CDSP

**Period:** January – March 2022

### 1. Strategic Priorities

- 1.1. Community Social Needs Assessment (CSNA)/Service Plan
  - 1.1.1. Awaiting approval of the 2022 Budget in order to proceed with tendering a consultant to support with the CSNA.
- 1.2. SOCIAL EQUITY STRATEGY (Council Priority)
  - 1.2.1. The Drumheller Poverty Reduction Alliance is active again ensuring we continue to adopt Collective Impact approach to this work. It has begun training and foundational work to support the Strategy.
  - 1.2.2. Developing a Strategy and Implementation Plan is a significant piece of work. We await approval of the 2022 Budget, which includes a request for funding for a Consultant to support the timely development of the Strategy and Implementation Plan.
  - 1.2.3. **Hot Meal Program:** Currently investigating alternative delivery options as the provision will cease shortly. Costs for this program will rise significantly, if it continues, due to inflation.
  - 1.2.4. **Tech Drive:** 23 devices have been collected and cleaned. Of these, 10 have been distributed to eligible residents.
  - 1.2.5. **Recreation Fee Assistance:** Launched 24 January 2022. Fourteen (14) applications received to date.
- 1.3. Wellness Education Plan
  - 1.3.1. Provided training to Flood team ahead of their meeting with Lehigh residents. A review is now required to determine what went well and identify areas for improvement. This will support future delivery/action.

### 2. Financials

- 2.1. **Grants:** Emergency Community Support Fund (ECSF) and Mental Health and Addictions grants extended to December 2022 for use on Youth and Social Equity programs.
- 2.2. **Starland Contract:** 2021 funding received from Starland County for Youth and Seniors' programming. Contract continues in 2022.
- 2.3. **Capital Budget:** Trailer, including shelving and wrap approved in the 2020 Capital Budget but purchase was postponed to 2021 due to Covid-19. Since then costs have increased significantly, such that the approved budget covers the cost of the trailer only. This was ordered and delivery date is still pending. \$4000 for the shelving and wrap was added to 2022 Operating budget. Time is now short to obtain and ready the trailer for the 2022 Block Party season.

### 3. Other Highlights

- 3.1. **Youth:** As CV-19 restrictions ease, we have hosted a number of preventative programs supporting youth mental health, developing skills, improving resilience and raising awareness of services/supports available to them. These have also allowed the Youth Coordinator to re-establish and/or establish new relationships with local youth.
- 3.2. **Mental Health:** 14 March 2022: In partnership with Drumheller & Starland County Rural Mental Health Network hosted keynote seminar "Joe Roberts: Skid Row CEO". Participants: 25 in person, 44 households online. Recordings available online.
- 3.3. **Events:** Oktoberfest took place March 25<sup>th</sup> and 26<sup>th</sup>. This was the first large event hosted since Covid-19 restrictions eased. The daytime events on Saturday encouraged families downtown and Saturday evening was particularly well attended. An evaluation, including feedback from staff, volunteers and participants will ensure that key lessons are learned for the event in Autumn 2022.

**CDSP – Q1-2022 KPIs**

Note: R = Resident NR = Non-resident

<b>Social Equity Programs:</b>	<b>Q1</b>	<b>Year to date</b>
Community Counselling Program	Data unavailable, will share in Q2	
Good Food Box Subsidy	<b>9</b>	9
Home Supports	Data unavailable, will share in Q2	
Hot Meals Program	<b>15</b> clients ( <b>436</b> meals)	
Income Tax Program	<b>115</b> (95R + 20NR)	115
Recreation Fee Assistance Program (RFAP)	<b>14</b>	14
Tech drive (items)		

<b>Events</b>	<b>Attendees</b>	<b>Expenses</b>	<b>Revenue</b>	<b>Net profit/loss</b>
Hot Chocolate Festival	<b>15</b> businesses, <b>25</b> votes	0	0	0
Oktoberfest	Data unavailable, will share in Q2			

<b>Externally Funded Programs</b>	<b>Q1</b>	<b>Year to date</b>
Rural Mental Health Network – Joe Roberts event \$500	25 in person, 44 households online.	

<b>Community Program: Welcoming &amp; Inclusive Community</b>	<b>Q1</b>	<b>Year to date</b>
# Block Parties	-	-
# Block Party attendees	-	-
Drum Discovery	-	-
Family Fun Events	<b>373</b>	373
Good Food Box	<b>139 boxes</b>	139
Let's Connect training attendees	-	-
Volunteer Newsletters	<b>2</b>	2
Welcome Packs	<b>15</b>	15

<b>Information &amp; Referral</b>	<b>Q1</b>	<b>Year to date</b>
Social Media posts	<b>46</b>	46
Referral (phone/email/in-person)	Data unavailable, will share in Q2	
Information Fairs	<b>2</b>	2

<b>Seniors Program</b>	<b>Q1</b>	<b>Year to date</b>
Data unavailable, will share in Q2 report		

<b>Youth Program</b>	<b>Q1</b>	<b>Year to date</b>
Adulting 101 (10 session program)	<b>4</b>	4
Creative Expression (6 week program)	<b>10</b> (4 resident, 6 non-resident)	10
Teen Snow days (1 event cancelled due to extreme temps)	<b>4</b> (3 resident, 1 non-resident)	4

## **Quarterly Report for the Manager of Economic Development**

**Name: Reg Johnston**

**Period: January 2022 – March 2022**

**Downtown Triangle Plaza** – In Q1 final design and budget was completed. \$408,000 of additional funding was secured from PrairiesCan. The Request for Tender was completed and closed March 15, 2022. Construction was awarded to Landform Inc. on April 5, 2022.

**Housing Strategy Terms of Reference** – This project is to assess and position the Drumheller residential real estate market for future development.

- Terms of Reference – Complete
- Request for Proposal – Issued March 1, 2022 and closed March 22, 2022.
- Four Proposals received and currently being evaluated.

**Extend Tourism Season Strategy (2021)** – This Strategic Priority is about increasing our efforts to attract visitors in the September to March low season in the Valley. The draft of the Strategy is completed and review by Council in Q1.

**Merchandise Sales (2021)** – Pilot project will continue and additional agreement was reached in collaboration with the Chamber to provide other businesses with the chance to sell the products in the valley.