



**AGENDA**  
**TOWN OF DRUMHELLER**  
Regular Council Meeting

TIME & DATE: 4:30 PM – Monday May 16, 2022

LOCATION: Council Chambers, 224 Centre St and ZOOM Platform and Live Stream on Drumheller Valley YouTube Channel

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1. CALL TO ORDER

2. OPENING REMARK

National Public Works Week  
World Family Doctor Day - May 19

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for May 16, 2022 Regular Council Meeting

**Proposed Motion:** That Council adopt the agenda for the May 16, 2022 Regular Council meeting as presented.

5. MEETING MINUTES

5.1 Minutes for the May 9, 2022, Regular Council Meeting as presented.

[Regular Council – May 9, 2022 - Minutes](#)

**Proposed Motion:** That Council approve the minutes for the May 9, 2022 Regular Council Meeting as presented.

5.2 BOARD AND COMMITTEE MINUTES

[Drumheller Public Library Board – Minutes – March 2022](#)

[Drumheller Municipal Airport Commission – Minutes – February 2022](#)

**Proposed Motion:** That Council accept as information the Board and Committee minutes in Section 5.2 of the May 16<sup>th</sup>, 2022 Regular Council meeting as presented.

6. DELEGATION

5.1 Drumheller Resiliency and Flood Mitigation Community Advisory Committee Update

7. ADMINISTRATION REPORTS

7.1 CHIEF ADMINISTRATIVE OFFICER  
DIRECTOR OF EMERGENCY SERVICES

7.1.1 For Information: Alberta Rivers: Data and Advisories app and Alberta River Basins  
<https://rivers.alberta.ca/>

8. CLOSED SESSION

8.1 Drumheller Resiliency and Flood Mitigation Community Advisory Committee  
FOIP 16 – Disclosure harmful to business interests of a third party; FOIP 24 – Advice from officials

**Proposed Motion:** That Council close the meeting to the public to discuss the items in Section 8.1 of the May 16<sup>th</sup>, 2022 Regular Council meeting as per FOIP 16 and 24.

9. PUBLIC HEARING TO COMMENCE AT 5:30 PM

9.1 Proposed Rosedale Road Closure Bylaw 06.22

1. Mayor Opens the Public Hearing

2. Mayors Introduction of Matter

3. Presentation of Information – Proposed Rosedale Rd Closure Bylaw 06.22

4. Rules of Conduct for Public Participation

All the material submitted for the Public Hearing will be included in the package being sent to Alberta Transportation.

5. Public Participation - Registered to Present Remotely

6. Public Participation – Pre - Registered to Present In Person

a) In Support                      b) In Opposition

7. Public Participation - Written Submissions

a) In Support                      b) In Opposition

8. Final Comments

9. Mayor to Call for Public Hearing to Close

10. CLOSED SESSION

10.1 Land and Property

FOIP 16 – Disclosure harmful to business interests of a third party; FOIP 24 – Advice from officials

**Proposed Motion:** That Council close the meeting to the public to discuss the items in Section 10.1 of the May 16<sup>nd</sup>, 2022 Regular Council meeting as per FOIP 16 and 24.

11. ADJOURNMENT

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



**MINUTES**  
**TOWN OF DRUMHELLER**  
Regular Council Meeting

TIME & DATE: 4:30 PM – Monday May 9, 2022

LOCATION: Council Chambers, 224 Centre St and ZOOM Platform and Live Stream on Drumheller Valley YouTube Channel

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IN ATTENDANCE

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

Chief Administrative Officer (CAO): Darryl Drohomerski  
Communications Office: Erica Crocker  
Director of Infrastructure – Dave Brett  
Manager of Economic Development – Reg Johnston  
Project Manager – Deighen Blakely

Legislative Assistant: Denise Lines  
Reality Bytes IT: David Vidal

REGRETS

Councillor Lisa Hansen-Zacharuk

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1. CALL TO ORDER

The Mayor opened the meeting at 4:31pm

2. OPENING REMARK

Travel Alberta – Fri May 13, 10am – 1pm Meeting at BCF – Please register for the event.  
SpringFest held by the East Coulee School Museum - Congratulations to everyone that participated.  
Dinosaur Trail Golf & Country Club - Seniors Golf starting Wed May 18, 9am. Please meet at the Club House; Ladies Golf is Tuesday at 5pm.  
Badlands Pride Association will be painting the crosswalk outside of Town Hall on Saturday May 14 – Volunteers can email [badlandsprideassociation@gmail.com](mailto:badlandsprideassociation@gmail.com)  
Happy Belated Mother's Day

3. ADDITIONS TO THE AGENDA – N/A

4. ADOPTION OF AGENDA

4.1 Agenda for May 9, 2022 Regular Council Meeting

**M2022.108** Moved by Councillor Zariski, Councillor Kolafa;  
that Council adopt the agenda for the May 9, 2022 Regular Council meeting as presented.

Carried unanimously

5. MEETING MINUTES

5.1 Minutes for the May 2, 2022, Regular Council Meeting as presented.

**M2022.109** Moved by Councillor Price, Councillor Lacher;  
that Council approve the minutes for the May 2, 2022 Regular Council Meeting as  
presented.

Carried unanimously

6. DELEGATION

Time Stamp: <https://youtu.be/-3sxqU99uzM?t=366>

6.1 Palliser Regional Municipal Services (PRMS)  
Devin Diano, Chief Executive Officer  
Cody Dale-McNair, Geographic Information Systems (GIS) Coordinator

D. Diano and C. Dale-McNair presented an overview of the services provided to the Town by Palliser Regional Municipal Services; these include but are not limited to Planning Services, Subdivision and Safety Code Issuance, GIS Services and Intermunicipal Subdivision and Development Appeal Board . PRMS works with 24 member municipalities across south central Alberta.

6.2 Drumheller and Region Business Survey and Analysis  
Time Stamp: <https://youtu.be/-3sxqU99uzM?t=2111>  
Reg Johnston, Manager of Economic Development  
Community Futures Alison Roppel, Manager of Operations and Community Development

R. Johnston and A. Roppel presented an overview of the Business survey results. The survey was conduct between January and March. 113 businesses in Drumheller and Starland County participated.

7. ADMINISTRATION REPORTS

7.1 CHIEF ADMINSTRATIVE OFFICER

7.1.1 Request for Decision– Bylaw 01.22 Amending Bylaw 13.20 Residential Incentive Program  
– Follow Up Information for Multi-Unit Rental Rate  
Time Stamp: <https://youtu.be/-3sxqU99uzM?t=3421>

**M2022.110** Moved by Councillor Sereda, Councillor Kolafa;  
that Council give third reading to Residential Development Incentive Amending  
Bylaw 01.22 as presented.

Carried unanimously

7.2 DRUMHELLER RESILIENCY AND FLOOD MITIGATION PROJECT MANAGER

Time Stamp: <https://youtu.be/-3sxqU99uzM?t=3651>

7.2.1 Request for Decision – Award of the Downtown Dike Phase 1 Construction Contract

**M2022.111** Moved by Councillor Lacher, Councillor Zariski;  
that Phase 1 Downtown Dike Tenders received on April 26, 2022, be rejected  
as both tenders exceed the project budget.

Carried unanimously

**M2022.112** Moved by Councillor Lacher, Councillor Kolafa;  
that the Project Team undertake design revisions to further reduce costs and report  
back to Council with updated costs prior to retendering.

Carried unanimously

7.3 DIRECTOR OF INFRASTRUCTURE

Time Stamp: <https://youtu.be/-3sxqU99uzM?t=4396>

7.3.1 Request for Decision – Award of the Nacmine Forcemain Replacement Project

**M2022.113** Moved by Councillor Zariski, Councillor Price;  
that Council award the Nacmine Forcemain Replacement Project to UG  
Excavating Ltd. for the amount of \$ 1,207,461.68, excluding GST.

Carried unanimously

8. CLOSED SESSION

8.1 Department Budget and Operating Discussion - FOIP 23 – Local public body  
confidences; FOIP 24 – Advice from officials

**M2022.114** Moved by Councillor Lacher, Councillor Price;  
that Council close the meeting to the public to discuss the items in Section 8.1 of  
the May 9, 2022 Regular Council meeting as per FOIP 23 and 24.  
Time 5:50pm

Carried unanimously

**M2022.115** Moved by Councillor Lacher, Councillor Kolafa;  
that Council open the meeting to the public. Time 6:58pm

Carried unanimously

9. ADJOURNMENT

**M2022.116** Moved by Councillor Price, Councillor Zariski;  
that Council adjourn the meeting. Time 6:58pm

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

## **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.



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

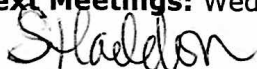
##### ii. Correspondence

#### 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



Board Chair – Samantha Haddon



Board Secretary – Cheryl McNeil

AIRPORT COMMISSION MEETING  
FEBRUARY, 2022 AT 10:00 AM  
VIA TEAMS VIDEOCONFERENCE

Present: Heather Colberg, Mayor  
Dave Brett, Director of Infrastructure Services  
Kevin Blanchett, Operations Manager  
Catherine Bonneville, member at large  
Dr. Robert Graham, member at large  
Don Ostergard, member at large  
Patrick Bonneville, Airport Manager  
Libby Vant, Recording Secretary

Absent: Darryl Drohomerski, CAO  
Colin Jensen, member at large

**1.0 Call to Order**

D. Brett called the meeting to order a 10:05 am.

**2.0 Agenda Approval**

MOTION: H. Colberg, D. Ostergard moved to accept the agenda as presented. Carried.

**3.0 Minutes of November 26, 2021 Meeting**

MOTION: P. Cardamone, C. Bonneville moved to accept the minutes of the November 26, 2021 meeting as presented. Carried.

**3.1 Business Arising from the Minutes**

No business arose from the minutes.

**4.0 Action Items Listing**

Item No.	Item Date	Description – Cross Wind Strip	Action By
7.19	20-Jun-19	Cross wind strip - investigate options bring it into alignment via a land swap or purchase. D. Brett to meet with the landowner / farmer to discuss this matter. P. Bonneville to assist on this. Waiting on survey from Hunter Survey Systems. Survey received.	P. Bonneville

**7.19** P. Bonneville advised that this item is still pending.

Item No.	Item Date	Description – Sign Permit	Action By
2.21	29-Jan-21	P. Bonneville to investigate a sign permit and erect a sign on the roadway to advertise the Drumheller Municipal Airport. Awaiting approval from D. Drohomerski. Approved – in the process of acquiring the sign permit.	P. Bonneville

**2.21** P. Bonneville advised that he is in the process of acquiring the sign permit. Pending.

Item No.	Item Date	Description – Michichi Solar Farm	Action By
7.21	17-Sep-21	P. Bonneville to reach out to Michichi Solar Farm project owners to obtain the project glare study.	P. Bonneville

**7.21** P. Bonneville advised that he left a message for the project engineer and has not yet received a response.

## **5.0 Unfinished Business**

### **5.1 Fox Coulee Solar Farm Update – P. Bonneville**

P. Bonneville advised that there is no update at this time.

### **5.2 Runway Lighting System / Runway Surface Rehabilitation Project Updates -**

D. Brett, P. Bonneville

D. Brett advised that the tender will be posted very soon and will be awarded in the spring, for spring and summer project work.

## **6.0 New Business**

### **6.1 Dirtwork and Re-Grassing – D. Ostergard**

D. Ostergard provided an overview of the proposal he sent to the board via email. The upper limit of the estimated cost is \$ 9,200.00 for the project as outlined. Discussion took place on this project proposal. D . Brett directed that the grass seeding can be set up, but we need to wait to implement it; we can source the grass seed now via a Sole Source vendor.

### **6.2 Airport Manager’s Update – P. Bonneville**

P. Bonneville provided an update on hangar lot sizes and lease amounts. He advised that we are currently underpriced for the region, and should consider increasing the lot lease cost from \$ 275.00 to \$ 400.00 per lot. Discussion took place on this matter.

P. Bonneville also provided an update on the potential for a flight school to become based out of the Drumheller airport. To proceed, a letter of support from the Town is required. P. Bonneville was directed to draft and send the letter as required.

Upcoming events include the National Aerobatics Championship event on Labour Day, which will include practice events during the days prior to the weekend. C. Bonneville

confirmed that this will be a Transport Canada approved event, and the public will be able to attend the event. T

he draft Airport Master Plan will go to Council for information and feedback at the February 22 Council Meeting.

#### **7.0 Other Business / Roundtable**

Discussion took place on the dedicated lawn mower to be purchased and remain at the airport. D. Brett to find out if having volunteers use the mower will impact the CUPE 135 staff at all.

#### **8.0 Date for Next Meeting**

April 8, 2022 at 10:00 am  
In Person Town Hall  
and/or via Teams videoconference

#### **9.0 Adjournment**

MOTION: P. Cardamone, H. Colberg moved to adjourn the meeting at 11:32 am. Carried.

ROSEDALE DISTRICT  
— DRUMHELLER, ALBERTA —

PLAN SHOWING PROPOSED ROAD CLOSURE  
AFFECTING PART OF THE  
ORIGINAL ROAD ALLOWANCE BETWEEN THE  
N.E.1/4 SEC.20 AND S.E.1/4 SEC.29,  
TOWNSHIP 28, RANGE 19, W.4M.



—SCALE= 1:1500 ————— MARCH, 2022—

LEGEND:

Distances are in metres and decimals thereof.

Area affected by this plan are shown thus... 