



AGENDA
TOWN OF DRUMHELLER
SPECIAL MEETING

TIME & DATE: 4:30 PM – Monday June 13, 2022

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

1. CALL TO ORDER

2. ADOPTION OF AGENDA

2.1 Agenda for June 13, 2022 Special Council Meeting

Proposed Motion: That Council adopt the agenda for the June 13, 2022 Special Council meeting as presented.

3. MEETING MINUTES

3.1 Minutes for the April 11, 2022, Special Council and Committee of the Whole Meeting

[Special Council Meeting – 11 April 2022 – Minutes](#)
[Committee of the Whole – 11April 2022 - Minutes](#)

Proposed Motion: That Council approve the minutes for the April 11, 2022, Special Council and Committee of the Whole Meetings as presented.

3.2 Minutes for the June 6, 2022, Regular Council Meeting

[Regular Council Meeting – 06 June 2022 - Minutes](#)

Proposed Motion: That Council approve the minutes for the June 6, 2022 Regular Council Meeting as presented.

4. ADMINISTRATION REPORTS

4.1 CHIEF ADMINSTRATIVE OFFICER

- 4.1.1 Request for Decision: Drumheller Area Health Foundation Board Appointment – Tom Diprose

RFD

Proposed Motion: Moves that Council appoint Tom Diprose as the Town of Drumheller member at large on the Drumheller Area Health Foundation board.

4.2 DIRECTOR OF INFRASTRUCTURE

- 4.2.1 Request for Decision – Partial Award for Street Improvement Program 2022

RFD

Proposed Motion: Moves that a partial award of the 2022 Street Improvement Program Request for Tender be awarded to Brooks Asphalt and Aggregate Ltd. for the amount of \$ 1, 225, 189.25 excluding GST.

5. ADJOURNMENT

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



MINUTES
TOWN OF DRUMHELLER
Special Council Meeting

TIME & DATE: 4:30 PM – Monday April 11, 2022

LOCATION: ZOOM Platform and Live Stream on Drumheller Valley

YouTube Channel Link: <https://www.youtube.com/watch?v=F-kB08vG95U>

IN ATTENDANCE

Mayor Heather Colberg

Councillor Patrick Kolafa

Councillor Tony Lacher

Councillor Crystal Sereda

Councillor Tom Zariski

Councillor Stephanie Price

Chief Administrative Officer (CAO): Darryl Drohomerski

Communications Officer: Bret Crowle

Director of Corporate Services: Mauricio Reyes

Director of Emergency and Protective Services: Greg Peters

Director of Infrastructure: Dave Brett

Flood Mitigation Project Manger: Deighen Blakely

Community Development & Social Planning: April Harrison

Manger of Human Resources: Valerie Lefin

Manager of Economic Development: Reg Johnston

REGRETS

Councillor Hansen-Zacharuk

Legislative Assistant: Denise Lines

Reality Bytes IT: David Vidal

1. **CALL TO ORDER**

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

2. **ADOPTION OF AGENDA**

2.1 Agenda for April 11, 2022 Special Council Meeting

M2022.83 Moved by Councillor Lacher, Councillor Sereda;
that Council adopt the agenda for the April 11, 2022 Special Council meeting as
presented.

Carried unanimously

3. **ADMINISTRATION REPORTS**

3.1 **DIRECTOR OF INFRASTRUCTURE**

Time Stamp: <https://youtu.be/F-kB08vG95U?t=410>

3.1.1 Request for Decision – Drumheller Municipal Airport Runway and Lighting

Eric Dyson, P.L. (Eng); MPE Engineering Ltd. will be overseeing the work being
completed. This award is to improve the condition of the asphalt and will only address the

paving portion of the upgrades. The contract for upgrading the lighting will be awarded at a
later date. This partial award will also minimize closure of the airport and disruption of the
commercial users of the facility.

M2022.84 Moved by Councillor Zariski, Councillor Kolafa;
that Council approve the partial award of the Drumheller Municipal Airport
Rehabilitation, to Border Paving Ltd., in the amount of \$ 1,314,442.38, excluding
G.S.T.

Carried unanimously

3.2 DIRECTOR OF CORPORATE SERVICES

3.2.1 Request for Decision – 2022 Operating Budget

M2022.85 Moved by Councillor Lacher, Councillor Kolafa;
that Council adopt the 2022 Tax Supported Operating Budget having a municipal
requisition of \$9,147,735 as presented

Carried unanimously

4. ADJOURNMENT

M2022.86 Moved by Councillor Sereda, Councillor Price;
that Council adjourn the meeting.
Time 4:53pm

Carried unanimously

MAYOR

CHIEF ADMINISTRATIVE OFFICER



**MINUTES
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 Link: <https://www.youtube.com/watch?v=F-kB08vG95U>

IN ATTENDANCE

Mayor Heather Colberg

Councillor Patrick Kolafa

Councillor Tony Lacher

Councillor Crystal Sereda

Councillor Tom Zariski

Councillor Stephanie Price

Chief Administrative Officer (CAO): Darryl Drohomerski

Communications Officer: Bret Crowle

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Director of Infrastructure: Dave Brett

Flood Mitigation Project Manger: Deighen Blakely

Community Development & Social Planning: April Harrison

Manger of Human Resources: Valerie Lefin

Manager of Economic development: Reg Johnston

REGRETS

Councillor Hansen-Zacharuk

Legislative Assistant: Denise Lines

Reality Bytes IT: David Vidal

1. **CALL TO ORDER**

The Mayor called the meeting to order at 4:53pm.

2. **OPENING REMARK**

Newcastle Community Association, Annual General Meeting on Tuesday April 11, 2022

Travel Drumheller, Annual General Meeting – Thursday April 14th - 6pm

Dinosaur Trail Golf and Country Club – Opens Friday April 15th, 2022

20/20 Clean up – This year's initiative is going well, lots of clean up is happening along the main corridors

Flood Project, Free Mulch – Old public works for you to take

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

3. **ADDITIONS TO THE AGENDA**

4. **ADOPTION OF AGENDA**

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

M2022.87 Moved by Councillor Zariski, Councillor Kolafa;
that Council adopt the agenda for the April 11, 2022 Committee of the Whole meeting
as presented.

Carried unanimously

5. MINUTES

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

M2022.88 Moved by Councillor Lacher, Councillor Price;
that Council approve the March 14, 2022 Committee of the Whole minutes as
presented.

Carried unanimously

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](#)

M2022.89 Moved by Councillor Price, Councillor Sereda;
that Council accept as information the Boards and Committees Minutes listed in
Section 5.2. of the April 11, 2022 agenda.

Carried unanimously

6. DELEGATIONS

Time Stamp: <https://youtu.be/F-kB08vG95U?t=2026>

6.1 For Information - Travel Drumheller – New Strategic Plan
Julia Fielding, Executive Director; Dr. Sarah Newstead, Chair
What does Drumheller need to succeed in year-round tourism and how can Travel
Drumheller facilitate positive change towards this goal.

Annual General Meeting - Thursday April 14th, 6pm – Badlands Community Facility.

7. STRATEGIC PRIORITIES UPDATE – QUARTERLY REPORTS

Time Stamp: <https://youtu.be/F-kB08vG95U?t=3560>

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

M2022.90 Moved by Councillor Price, Councillor Kolafa; 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. Time 6:35pm

Carried unanimously

M2022.91 Moved by Councillor Zariski, Councillor Lacher; that Council open the meeting to the public. Time 8:02pm

Carried unanimously

11. ADJOURNMENT

M2022.92 Moved by Councillor Kolafa, Councillor Price;
that Council adjourn the meeting. Time 8:02pm

Carried unanimously

MAYOR

CHIEF ADMINISTRATIVE OFFICER



MINUTES
TOWN OF DRUMHELLER
Regular Council Meeting

TIME & DATE: 4:30 PM – Monday June 06, 2022

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

<https://www.youtube.com/watch?v=sV612Mwupw8>

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
Resiliency and Flood Mitigation Project Manager: Deighen Blakely
Director of Corporate Services: Mauricio Reyes

Legislative Assistant: Denise Lines

Reality Bytes IT: David Vidal

REGRETS

Councillor Lisa Hansen-Zacharuk

1. **CALL TO ORDER**

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

2. **OPENING REMARK**

- DVSS and St. Anthony's Graduation – Congratulations to everyone on the success of this event and getting to this day.
- Opening of a new business - Lois and Ani Tea Shop <https://www.loisandani.ca/>
- Drumheller Off Road Vehicle Association (DORVA) is hosting MRC TripleCrown Pro Motorcross Racing, June 11 -12. It will be televised on Fox TV. <https://dorvamx.com/>
- National Accessibility Week, May 29 – June 4; “Inclusive from the Start”
- Seniors Week, June 6 – 10
- National Indigenous History Month – Indigenous Peoples Day on June 21
- Pride Month – June 2022 Pride activities in Drumheller June 5 – 11 for more information visit the Badlands Pride Association facebook page.

3. **ADDITIONS TO THE AGENDA** - N/A

4. **ADOPTION OF AGENDA**

4.1 Agenda for June 06, 2022 Regular Council Meeting

M2022.125 Moved by Councillor Lacher, Councillor Kolafa;
that Council adopt the agenda for the June 06, 2022 Regular Council meeting as
presented.

Carried unanimously

5. MEETING MINUTES

5.1 Minutes for the May 16, 2022, Regular Council Meeting as presented.

M2022.126 Moved by Councillor Zariski, Councillor Sereda;
that Council approve the minutes for the May 16, 2022 Regular Council Meeting as
presented.

Carried unanimously

5.2 Minutes for the April 19th, 2022, Regular Council Meeting as presented.

M2022.127 Moved by Councillor Price, Councillor Sereda;
that Council approve the minutes for the April 19, 2022 Regular Council Meeting as
presented.

Carried unanimously

5.3 2022 Council Meeting Schedule – Update

M2022.128 Moved by Councillor Lacher, Councillor Kolafa;
that Council approve the 2022 Council Meeting Schedule version 3 as presented.

Carried unanimously

6. DELEGATION

Time Stamp: <https://youtu.be/sV612Mwupw8?t=536>

6.1 Let's Connect, Welcoming and Inclusive Communities Initiative
Information presented by Heather Carlson, Community Services Coordinator
Welcome Packs, Block Buddies, Block Parties, Welcoming Week

Building Community Resilience By Ending Working Poverty - April Harrison, Manager of
Community Development and Social Planning

A. Harrison described a potential grant opportunity being offered by the Tamarack
Institute with the financial support of the McConnell Foundation. The successful applicant

would be provided funding, coaching and strategic assistance over a three-year time period to work along side of a cohort of five Communities Ending Poverty members. This is a matching grant.

Seniors Week – Manager of Community Development and Social Planning, April Harrison on behalf of Karen Schneck, Seniors Services Coordinator

A calendar of Seniors Week events is available on the Town of Drumheller website.

For more information about events, activities and support services for older adults please contact Karen Schneck at the Library, 403-823-1317.

7. ADMINISTRATION REPORTS

7.1 CHIEF ADMINSTRATIVE OFFICER

7.1.1 Request for Decision: Leave of Absence for Councillor Lisa Hansen-Zacharuk

M2022.129 Moved by Councillor Zariski, Councillor Lacher;
be it resolved that Council permit a leave of absence for Councillor Lisa Hansen-Zacharuk due to medical issues as per Municipal Government Act Section 174 (2) with pay for an eight (8) week period.

Carried unanimously

7.1.2 Request for Decision: Resolution for Support for Grande Prairie motion for Alberta Municipalities

Alberta's electricity transmission and distribution system is facilitated through various service areas managed by different companies. Regardless of the retailer that an individual or business pays their electricity bill to, the transmission and distribution costs are isolated to each service area and residents and businesses pay the costs attributed to their area through the retailer.

This resolution, if passed, would have Alberta Municipalities advocate for an equalized transmission and distribution system.

Lower utility rates would make local businesses more competitive with other, more urban municipalities across the province.

Council acknowledged the work done by former Councillor Fred Makowecki to bring this issue forward.

M2022.130 Moved by Councillor Kolafa, Councillor Lacher;
moves that Council endorse and support the Disparity in Electricity Distribution and Transmission Rates resolution to be submitted by the City of Grand Prairie for consideration at the Fall 2022 Alberta Municipalities Conference.

Carried unanimously

7.2 DRUMHELLER RESILIENCY AND FLOOD MITIGATION

7.2.1 Flood Program Update – Standard Berm Design Modifications

Prior to Deighen Blakely presenting the Request for Decision, Mayor Colberg gave an overview of the meeting her and CAO Drohomerski had in Edmonton.

Mayor Colberg and CAO Drohomerski travelled to Edmonton to meet with Minister Nixon and Minister Horner to discuss receiving additional funding for the flood project. Letters of Support for the additional funding from Wheatland County, Starland County, Kneehill County and Travel Drumheller have been received and forwarded to the Minister's office.

There was also a meeting with Minister Sawhney the Minister of Transportation to discuss issues regarding the Drumheller Municipal Airport Lighting, the Hoodoo Parking Lot, and the Suspension Bridge

Deighen Blakely, Flood Project Manager presented information behind the proposed changes to the berm designs.

Based on the Downtown Dike bid pricing received in April of 2022, construction cost escalation has pushed the Flood Mitigation Program's budget above the current available budget. The Flood Mitigation Office is proposing to optimize on berm designs to find cost savings for the program.

M2022.131 Moved by Councillor Zariski, Councillor Lacher;
that Council approve design modifications to the Drumheller Flood
Project standard berm design, including a reduced top width and freeboard
measurement in order to optimize the available project funding.

Carried unanimously

8. ADJOURNMENT

M2022.132 Moved by Councillor Kolafa, Councillor Price;
that Council adjourn the meeting. Time 5:35pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER

REQUEST FOR DECISION

TITLE:	Drumheller Area Health Foundation
DATE:	June 9, 2022
PRESENTED BY:	Darryl Drohomerski, CAO
ATTACHMENT:	Application – Thomas Diprose

SUMMARY

The Drumheller Area Health Foundation is seeking a member at large to represent the Town of Drumheller. In accordance to their Bylaws, the Town of Drumheller can appoint 2 people.

Membership shall be open to any individual that resides within the Foundation District, who may, at the option of each of the Member Municipalities, be either an elected Councilor or an appointed Member at Large.

Through a phone call with Mr. Diprose, he gave his permission to Denise Lines to fill in the Drumheller Volunteer Application on his behalf.

RECOMMENDATION

Given Mr. Diprose’s past experience, the Executive Director of the Drumheller Area Health Foundation believes that he would be a good addition to the Foundation.

DISCUSSION

Board and Committee volunteer roles create public participation opportunities. It is important to the health of boards and committees to having a broad representation of community members.

FINANCIAL IMPACT N/A

WORKFORCE AND RESOURCES IMPACT N/A

STRATEGIC POLICY ALIGNMENT

Good governance.


COMMUNICATION STRATEGY

Boards are informed when Council makes member appointments. Board members are posted on the website.

MOTION:
 Councillor move that Council approve the appointment of Tom Diprose to the Drumheller Area Health Foundation as a member at large for the Town of Drumheller.
SECONDED: Councillor



Prepared by:
 Denise Lines
 SR Administrative Assistant



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



TOWN OF DRUMHELLER BOARD / COMMITTEE APPLICATION FORM

Date: _____ Board: _____

Name of Applicant: _____

Full Address: _____

Phone Number: _____ Email: _____

Do you have previous Board/Committee experience? Yes No

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

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

Signature: phone call _____ **Date:** _____

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

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

REQUEST FOR DECISION

TITLE:	Partial Award for RFT - Street Improvement Program 2022
DATE:	June 6, 2022
PRESENTED BY:	Dave Brett, P.Eng. PMP, Director of Infrastructure Services
ATTACHMENTS:	MPE Engineering Ltd. Recommendation

SUMMARY:

The Request for Tender for the 2022 Street Improvement Program was posted on the Town website and on the Alberta Purchasing Connection on May 17, 2022. The opportunity closed on May 31, 2022, with a total of four (4) tenders received. They are summarized as follows:

Contractor	Tendered Amount (excluding GST)
Brooks Asphalt & Aggregate	\$ 1,585,363.50
Rubydale Asphalt Works	\$ 1,840,299.71
Consite Construction	\$ 2,130,690.84
Aecon Transportation West Ltd.	\$ 1,714,485.25

The approved 2022 Street Improvement Program budget is \$ 850,000, the Concrete Replacement budget is \$ 350,000 and the Trails Budget is \$ 25,000 for a total of \$ 1,225,000.00 which is less than the lowest submitted price. It is suggested to defer the some of the projects to a future year.

Based on the deferring some of the concrete repair work, and the rebuilding of Premier Close, to a future year and shortening the length of trails, the total estimated cost (excluding GST) based on the low bid submitted is as follows:

Project Portion	Cost
Construction	\$ 1,085,189.50
Engineering/Quality Control	\$ 140,000.00
Total Project Cost	\$ 1,225,189.25

The above budget includes a \$ 75,000.00 contingency.

The intent is for construction to commence as soon as possible once approvals are in order, with a substantial completion of this project specified to be September 15, 2022, and final completion on October 1, 2022.

RECOMMENDATION:

Administration recommends a partial award for the 2022 Street Improvement Program Request for Tender be awarded to Brooks Asphalt and Aggregate Ltd. for the amount of \$ 1,225,189.25 excluding GST.

FINANCIAL IMPACT:

Awarding the project to Brooks Asphalt and Aggregate Ltd. for a total contract value of \$ 1,225,189.25 would generate a negligible overbudget amount of \$ 189.25, should the full contingency amount be required. Funding for this project will come from the following project codes in the approved 2022 Capital Budget:

Project Portion	Approved Budget	Project Code
Street Improvement	\$ 850,000.00	2.6.3200.611.6101
Sidewalk & Concrete Upgrades	\$ 350,000.00	2.6.3200.611.7157
Trails & Pathways	\$ 25,000.00	2.6.7200.611.7078

STRATEGIC POLICY ALIGNMENT:

Awarding the program contract to Brooks Asphalt and Aggregate Ltd. would allow for priority street improvements that were identified in the 2022 Street Improvement Program to be completed.

COMMUNICATION STRATEGY:

A letter of award will be sent to the successful proponent, and letters of non-award sent to the unsuccessful proponents. Additionally, the tender results to be published on the Town website and the Alberta Purchasing Connection website.

MOTION: Councillor: _____

Moves that a partial award for the 2022 Street Improvement Program Request for Tender be awarded to Brooks Asphalt and Aggregate Ltd. for the amount of \$1,225,189.25 excluding GST.

Seconder: _____

Libby Vant

Prepared by:
Libby Vant, BA, RSE
Senior Administrative Assistant

Dave Brett





Reviewed by:
Dave Brett
Director of Infrastructure Services



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

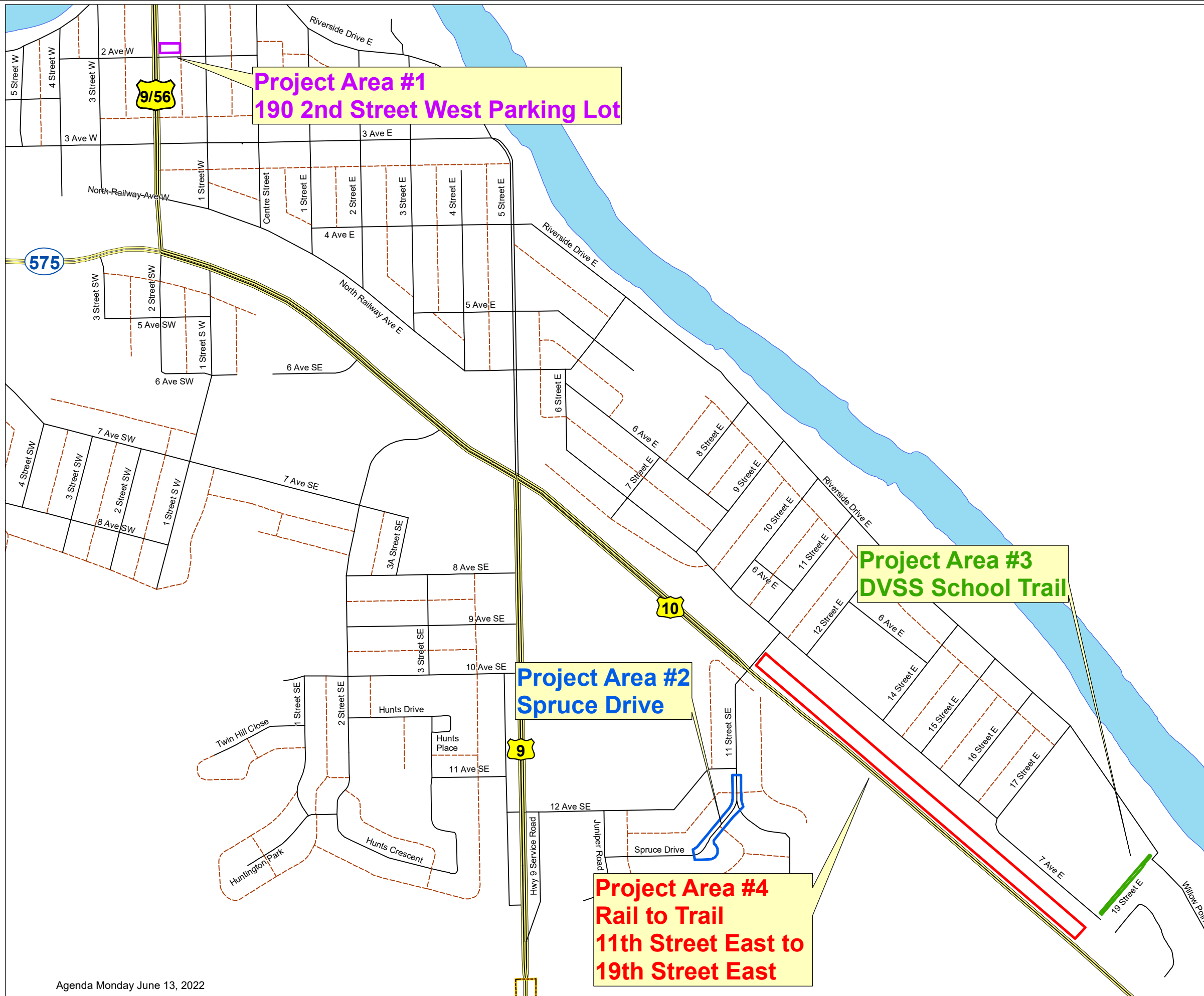
2022 Drumheller Street Improvement Program

2022 SIP Project Areas

-  190 2nd Street West Parking Lot
-  Spruce Drive
-  Rail to Trail - 11th Street East to 19th Street East
-  DVSS School Trail

Road Network

-  Primary Highway
-  Secondary Highway
-  Local Roads
-  Alleys



Project Area #1
190 2nd Street West Parking Lot

Project Area #3
DVSS School Trail

Project Area #2
Spruce Drive

Project Area #4
Rail to Trail
11th Street East to
19th Street East