



AGENDA
TOWN OF DRUMHELLER
COMMITTEE OF THE WHOLE - V2

TIME & DATE: 4:30 PM – Monday, October 17, 2022

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

1. CALL TO ORDER

2. OPENING COMMENTS

Public Safety in Construction Zones

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for October 17, 2022 Committee of the Whole

Proposed Motion: Move to adopt the agenda for the October 17, 2022 Committee of the Whole meeting as presented.

5. MEETING MINUTES

5.1 Minutes for the September 12, 2022 Committee of the Whole

[Minutes for September 12, 2022](#)

Proposed Motion: Move to approve the minutes for the September 12, 2022 Committee of the Whole meeting as presented.

5.2 Municipal Planning Commission – June and July 2022
Drumheller and District Seniors Foundation – August 2022

[MPC + DDSF Minutes](#)

Proposed Motion: Move to accept as information the meeting minutes of the Municipal Planning Commission and Drumheller and District Senior Foundation as presented.

6. DELEGATION

6.1 Drumheller and Region Transition Society (DARTS) Meterorites

- 6.2 Travel Drumheller
[!\[\]\(694fcb4611893e9db5249daba48abfc1_img.jpg\) Drumheller Valley Presentation](#)

7. COMMITTEE OF COUNCIL – DELEGATION

- 7.1 Drumheller Public Library - [Bylaws Discussion](#)
Library Board Representative - Cheryl McNeil

8. ADMINISTRATION REPORTS

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

- 8.1 Manager of Economic Development

- 8.1.1 Housing Strategy Presentation
Presentation by ISL Engineering

[Presentation](#)

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

- 8.2 Manager of Recreation, Arts and Culture

- 8.2.1 Recreation Master Plan Engagement
Presentation by RC Strategies

[Presentation](#)

- 8.3 Director Of Corporate and Community Services

- 8.3.1 Utility Rate Model
Presentation by InterGroup Consultants Ltd.

[Presentation](#)

9. QUARTERLY REPORTS

- 9.2 Director of Emergency and Protective Services
- [Quarterly Report](#)

9.3 Director of Infrastructure

- [Quarterly Report](#)

9.4 Resilience and Flood Mitigation Project Director

- [Quarterly Report](#)

10. CLOSED SESSION

10.1 Land Planning and Transaction

FOIP 16 – Disclosure harmful to business interests of a third party

FOIP 24 – Advice from Officials

Proposed Motion: Move to close the meeting to the public to discuss subject matter related to personnel and budget considerations as per FOIP 16 – Disclosure harmful to business interests of a third party, FOIP 24 – Advice from Officials

11. ADJOURNMENT

8.1 **Proposed Motion:** Move to adjourn the meeting.



MINUTES
TOWN OF DRUMHELLER
COMMITTEE OF THE WHOLE

TIME & DATE: 4:30 PM – Monday, September 12, 2022

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

<https://www.youtube.com/watch?v=mqVZ-WY2ydU>

IN ATTENDANCE

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

Chief Administrative Officer – Darryl Drohomerski
Director of Emergency and Protective Services: Greg Peters
Director of Corporate and Community Services: Mauricio Reyes
Communication Officer: Bret Crowle
Legislative Services: Denise Lines
Reality Bytes IT: David Vidal

APPROVED ABSENCE

Councillor Lisa Hansen-Zacharuk

1. **CALL TO ORDER**

The meeting was called to order at 4:30pm.

2. **OPENING COMMENTS**

Royal Canadian Legion – Hosting a Farewell for the Queen – Monday September 19

Tree Carving Event – Friday September 16 and 17 – The Pride Crosswalk will be repainted, there will be an art walk; to participate in the Car Boot Sale please contact Carol Todor.

Coffee with Council – Café Ole 10:30 today

Newcastle Berm – 6pm – Concession by the Ball Diamonds

Thank you everyone that helps to keep our community clean by picking up litter. The Town is getting compliments on how clean it looks.

Dinosaur Valley Half Marathon – Thank you to everyone that volunteered; there were approximately 400 registrants.

Roots Blues and BBQ – Congratulations to the Badlands Amp for a well attended event

Community Fall Clean Up – Check out our website to see the schedule. We want to do a shout out to PW for their great work.

3. **ADDITIONS TO THE AGENDA**

4. ADOPTION OF AGENDA

4.1 Agenda for September 12, 2022 Committee of the Whole

M2022. 194 Moved by Councillor Zariski, Councillor Lacher;
that the agenda for the September 12, 2022 Committee of the Whole meeting as
presented.

Carried unanimously

5. BOARDS AND COMMITTEES MEETING MINUTES

5.1 Drumheller Public Library – [May + June Minutes](#)

Drumheller and District Seniors Foundation – [July and August Minutes](#)

M2022.195 Moved by Councillor Kolafa, Councillor Sereda;
accept as information the meeting minutes of the Drumheller Public Library and
Drumheller and District Senior Foundation as presented.

Carried unanimously

6. ADMINISTRATION REPORTS

Time Stamp: <https://youtu.be/mqVZ-WY2ydU?t=666>

6.1 CHIEF ADMINSTRATIVE OFFICER

6.1.1 For Information: Drumheller Public Library Bylaws

Questions:

Could the previous version of the bylaws be sent to Council for comparison?

Could a representative from the Library Board come to Council to discuss the changes?

[Agenda attachment: For Information + Bylaw](#)

Councillor Sereda left the meeting at 4:55pm

6.2 FLOOD RESILIENCY PROGRAM PROJECT DIRECTOR

6.2.1 Flood Resiliency Program Update

Information overview:

Status of the Berm Projects

Status of the Floodway Buyout Program

What's to Come with the Flood Program

[Presentation](#)

6.3 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES

Time Stamp: <https://youtu.be/mqVZ-WY2ydU?t=2037>

6.3.1 Request for Direction: Recreation Fee Assistance Program C-07-21 – Review and Update

This Policy will be taken into consideration as part of the Recreation Master Plan. While the 2021 update addressed some issues, the Community Development & Social Planning and Recreation departments have recognized that there are other items to be clarified and/or changes made to make the policy consistent with the intent. Through administering the policy some discrepancies have become evident. CDSP with Recreation would like to help clarify the process for community members and Administration. CDSP would like to change this to an Administrative policy to ensure that this policy is reviewed and updated in a similar manner as other CDSP subsidy based policies.

Council comment:

Is the community access pass being developed?

M2022.196 Moved by Councillor Lacher, Councillor Price;
that Administration revise the Recreation Fee Assistance Program Policy C-07-21 to reflect the suggested changes and submit the draft policy to a Regular Council meeting for review.

Carried unanimously

7. CLOSED SESSION

7.1 Personnel, Budget Consideration

FOIP 16 – Disclosure harmful to business interests of a third party

FOIP 23 – Local public body confidences

FOIP 24 – Advice from Officials

M2022.197 Moved by Councillor Sereda, Councillor Kolafa;
close the meeting to the public to discuss subject matter related to personnel
and budget considerations as per FOIP 16 – Disclosure harmful to business
interests of a third party, FOIP 23 – Local public body confidences, FOIP 24 –
Advice from Officials. Time 5:21pm

Carried unanimously

M2022.198 Moved by Councillor Kolafa, Councillor Lacher;
to open the meeting to the public. Time 6:28pm

Carried unanimously

8. ADJOURNMENT

M2022.199 Moved by Councillor Zariski, Councillor Price to adjourn the meeting.

Carried unanimously

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**Municipal Planning Commission
MINUTES
Meeting of Thursday June 30, 2022**

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

Absent: Tom Zariski, Councillor/Member - regrets

Attendees: Eric Neuman – Representative – T00056-22D MV

1.0 CALL TO ORDER – 12:00 pm

A. Erickson presented the Agenda for the June 30, 2022 meeting.

2.0 ADDITIONS TO THE AGENDA

Additions, Deletions or Amendments

Addition – none

Deletion - none

Amendment – none

3.0 ADOPTION OF THE AGENDA

Motion: S. Rymal moved to accept the agenda for June 30, 2022 meeting

Second: T. Lacher – All in favour - Carried

4.0 MINUTES FROM PREVIOUS MEETINGS

4.1 June 16, 2022

Motion: S. Rymal moved to accept the minutes of the June 16, 2022 meeting.

Second: K. Mclean - All in favour – Carried

5.0 SUMMARY OF DEVELOPMENT PERMITS

Motion: T. Lacher moved to accept the Summary of Development Permits for information only

Second: A. Luger – All in favour – Carried

6.0 DEVELOPMENT PERMITS

6.1 T00055-22D Freestanding LED Sign

A. Knight presented Development Permit T00055-22D submitted by D. Lunn for a Freestanding LED Sign located at St. Anthony's School - 1000 North Dinosaur Trail, NE-10-29-20-W4.

Freestanding signs are a discretionary use within the Neighbourhood District. The maximum height for freestanding signs within the Neighbourhood district is 6.0m, this application was received at 6.1m. The Development Authority recognizes that the conversion from feet to meters do not always align, the additional 10cm is not considered a variance.

There was discussion of the location of the placement of the sign. From different maps, it was unable to be determined that the application was within the highway right of way however confirmation was received from Alberta Transportation that there were no concerns that this was within the right of way. Signs that are located within an urban municipality and outside of a highway right of way are the responsibility of the municipality.

Further, Alberta Transportation raised no concerns regarding the type of signage nor potential distractions provided the risk distractions could be minimised with additional conditions outlining that signs must be dimmable and that transition times between messages meets the guidelines of Alberta Transportation.

This application was also circulated to the neighbourhood up to 500m, which included a number of residential properties to the west and commercial properties to the south. One adjacent business raised concerns that there is potential for distracted driving along the highway. One other representative of a lot requires further information however no concerns were raised at that time.

Municipal Planning Commission discussed the application.

A. Knight advised that there is a similar dual sided LED sign located at DVSS. There have been issues raised with other freestanding LED signage in the municipality that there are issues with dimmability of existing signage. A condition has been added to ensure that the signs are designed to be dimmable automatically.

Motion: A. Luger moved to approve Development Permit T00055-22D submitted by D. Lunn, for a Freestanding LED Sign located at 1000 North Dinosaur Trail, NE-10-29-20-W4 as presented subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 16.20
2. A development permit is valid for 12 months from its date of issuance, unless development has been substantially started in a manner satisfactory to the Development Authority.

3. The Development Authority may grant an extension of the time the development permit remains in effect for up to an additional 12 months. The Development Authority shall only grant one extension.
4. A sign shall not conflict with or dominate, or detract from the general character of the surrounding streetscape or the architecture of any building on the parcel on which it is located or in the vicinity of or be liable to create a cluttered appearance to the streetscape.
5. The exterior finish and construction of all signs shall be of professional quality and appearance. Consideration should be made for orientation, climate, and environmental factors that may affect the appearance, condition, or degradation of the sign over time.
6. The Development Authority may revoke a development permit for a sign at any time if the sign has become detrimental to the amenities of the neighbourhood.
7. No sign shall be erected on or affixed to provincial property or a provincial road right-of-way without the approval of Alberta Transportation.
8. A sign shall not obstruct the view of, or be liable to be confused with, an official traffic sign, signal, or device, or otherwise pose a potential hazard to traffic.
9. All signs must be erected on or directly in front of the site to which they relate.
10. Signs may be illuminated by a constant source of **dimnable** light, but **shall not be lit by flashing, electronic, animated, intermittent or rotating lights**. The design and installation of the lighting shall ensure no element of the light connection is visible to a pedestrian.
11. All signs shall be removed within 30 days of the use to which they relate ceasing to operate.

GENERAL REQUIREMENTS

1. All necessary Safety Codes Permits (**building, electrical**, gas, plumbing and private sewage.) to be in place prior to any construction/installations.
2. Signs shall conform to the Town of Drumheller Community Standards Bylaw 06.19
3. Signs shall conform to the Town of Drumheller Tourism Corridor Bylaw 04.19
4. Contractor and subcontractors to have a valid business license with the Town of Drumheller.
5. Developer shall ensure authorization is obtained from property owner prior to sign placement.

Second: S. Rymal - All in favour – Carried

6.2 T00056-22D MV – Mobile Vendor – Red Deer River Adventures

A. Knight presented Development Permit application T00056-22D submitted by Eric Neuman, for Mobile Vendor – Red Deer River Adventures, located at Rotary Splash Park, Newcastle Beach and Suspension Bridge. All Mobile Vendor Permits are required to go through the Municipal Planning Commission as per Mobile Vendor Bylaw 01-18.

E. Neuman presented that the Newcastle Beach location is the primary location requested, and when opportunity arises, may operate out of the Splash Park location.

Municipal Planning Commission discussed the application.

Motion: S. Rymal moved to approve Development Permit application T00056-22D MV submitted by E. Neuman, for Mobile Vendor – Red Deer River Adventures located at Newcastle Beach and Rotary Splash Park, as presented subject to the following conditions;

1. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
2. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
3. The Mobile Vending Unit and business equipment must be kept in clean and presentable condition at all times.
4. Vendor shall refrain from leaving the Mobile Vending Unit unattended during the operation.
5. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
6. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause an unwelcome disturbance.
7. Vendor shall conform to Town of Drumheller Land Use Bylaw 16.20.
8. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 06.19.
9. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
10. 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.
11. Vendor shall not discard water from the daily activities on the Unit site; it shall be discarded in the appropriate manner.
12. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
13. This permit expires on December 31, 2022

Second: A. Luger - All in favour – Carried

7.0 PALLISER REGIONAL MUNICIPAL SERVICES

D. Diano noted there were no subdivision applications to present.
A new Senior Planner has been hired by Palliser Regional Municipal Services/

8.0 OTHER DISCUSSION ITEMS

Motion: S. Rymal moved to appoint Andrew Luger as Chair of the Municipal Planning Commission for the next three meetings.

Second: A. Erickson - All in favour – Carried

9.0 NEXT MEETING DATE – July 14, 2022

- 10.0 Adjournment – Meeting adjourned: S. Rymal at 12:19pm**
Second: A. Luger - All in favour – Carried


_____**Chairperson**
_____**Development Officer****Attachments:**

- Agenda
- Summary of development permits
- Full meeting can be viewed at;
<https://www.youtube.com/c/townofdrumheller>

**Municipal Planning Commission
MINUTES
Meeting of Thursday July 28, 2022**

Present: Darryl Drohomerski, CAO/Development Officer
Antonia Knight, Development Officer in Training, Recording Secretary
Andrew Luger, Acting Chair, Member
Tom Zariski, Councillor/Member
Tony Lacher, Councillor/Member
Shelley Rymal, Member
Kirk Mclean, Member
Andrew Luger, Member

Absent: Art Erickson, Member – Regrets
Devin Diano – CEO, Palliser Regional Municipal Services

Attendees:

1.0 CALL TO ORDER – 12:00 pm

A. Luger presented the Agenda for the July 28, 2022 meeting.

2.0 ADDITIONS TO THE AGENDA

Additions, Deletions or Amendments

Addition – none

Deletion - none

Amendment – none

3.0 ADOPTION OF THE AGENDA

Motion: T. Lacher moved to accept the agenda for July 28, 2022 meeting

Second: S. Rymal – All in favour - Carried

4.0 MINUTES FROM PREVIOUS MEETINGS

4.1 June 30, 2022

Motion: T. Lacher moved to accept the minutes as amended of the June 30, 2022 meeting.

Second: K. Mclean - All in favour – Carried

5.0 SUMMARY OF DEVELOPMENT PERMITS

Motion: T. Zariski moved to accept the Summary of Development Permits for information only

Second: S. Rymal – All in favour – Carried

T. Zariski raised concerns regarding the placement of portable signs along the Tourist corridor and effects of sign placement on ongoing town beautification. Town of Stettler has many portable signs on roadsides entering the Town.

A. Knight advised the applications for portable signs are typically coming from a company within Stettler. The Town of Stettler Land Use Bylaw outlines that portable signs may be placed for up to one year, whereas the Town of Drumheller Land Use Bylaw is for only 60 days. As of this meeting, there is nothing within the Land Use Bylaw that outlines that permits cannot be reapplied for once expired.

Motion: T. Zariski moved for the Municipal Planning commission to request administration to review the Land Use Bylaw requirements for Portable Signs, in relation to density, concentration and duration of placement

Second: S. Rymal – All in favour – Carried

6.0 DEVELOPMENT PERMITS

6.1 T00061-22D MV – Mobile Vendor – Burrito Bus

A. Knight presented Development Permit application T00061-22D MV submitted by Jeremy Cavenagh, for Mobile Vendor – Burrito Bus located at Rotary Splash Park, Newcastle Beach, and Suspension Bridge. All Mobile Vendor Permits are required to go through the Municipal Planning Commission as per Mobile Vendor Bylaw 01-18.

Municipal Planning Commission discussed the application.

Motion: T. Zariski moved to approve Development Permit application T00061-22D MV submitted by Jeremy Cavenagh, for Mobile Vendor – Burrito Bus located at Rotary Splash Park, Newcastle Beach, and Suspension Bridge as presented subject to the following conditions;

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 an 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. Mobile Vendor locations are approved on a first come first served basis.
15. This permit expires on December 31, 2022

Second: K. Mclean - All in favour – Carried

6.2 T00068-22D MV – Mobile Vendor – Lou’s Lemonade

A. Knight presented Development Permit application T00068-22D submitted by Stephanie Hunter on behalf of Fynlee Hunter, for Mobile Vendor – Lou’s Lemonade, located at Rotary Splash Park. All Mobile Vendor Permits are required to go through the Municipal Planning Commission as per Mobile Vendor Bylaw 01-18.

Municipal Planning Commission discussed the application.

Motion: S. Rymal moved to approve Development Permit application T00068-22D MV submitted by Fynlee Hunter, for Mobile Vendor – Lou’s Lemonade located at Rotary Splash Park, as presented subject to the following conditions;

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


Second: T. Lacher - All in favour – Carried

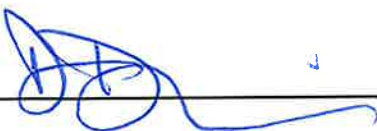
7.0 PALLISER REGIONAL MUNICIPAL SERVICES

8.0 OTHER DISCUSSION ITEMS

9.0 NEXT MEETING DATE – August 11, 2022

- 10.0 **Adjournment – Meeting adjourned: S. Rymal at 12:19pm**
Second: K. Mclean - All in favour – Carried



Chairperson

Development Officer

Attachments:

- Agenda
- Summary of development permits
- Full meeting can be viewed at;
<https://www.youtube.com/c/townofdrumheller>

DRUMHELLER AND DISTRICT SENIORS FOUNDATION

REGULAR BOARD MEETING AUGUST 31, 2022

**PRESENT: TOM ZARISKI, MARY TAYLOR, M'LISS EDWARDS, DAVID SISLEY,
MELANIE GRAFF, GLENDA YOUNGBERG**

1.0 CALL TO ORDER

Meeting called to order at 3:13 PM by Tom Zariski.

2.0 APPROVAL OF AMENDED AGENDA

Motion by M'Liss Edward to approve the agenda.

Seconded by David Sisley

CARRIED

3.0 MINUTES

3.01 Motion by Mary Taylor to approve the Minutes from July 27, 2022, as amended.

Seconded by David Sisley

CARRIED

Motion by David Sisley to approve the Minutes from the Special Board August 22, 2022.

Seconded by Mary Taylor

CARRIED

4.0 REPORTS

4.01 Administrator Report on file

4.02 Manager reports on file.

4.03 Financial Reports

Motion by David Sisley to accept the financial reports for July 2022

Seconded by Mary Taylor

CARRIED

5.0 CORRESPONDENCE

None

6.0 UNFINISHED BUSINESS

None

7.0 NEW BUSINESS

**7.01 Motion by Mary Taylor to approve \$650 from donated funds for entertainment
Seconded by M'Liss Edwards**

CARRIED

7.02 Construction update. Construction will start for the Sunshine demolition of the 500 wing on September 12, 2022. A crew will be here on September 7, 2022, to set up the fences and move in the construction trailer. Hillview construction is on hold as there has been no answer from GOA regarding the additional funding that is required. October 1, 2022, has been set as the deadline by Chandos Construction in order to honor the proposed budget.

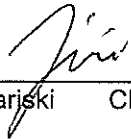
7.03 The Board has instructed Glenda to reach out to Palliser to see if the property line between Hillview and the old hospital has been completed.

7.04 The Board has instructed Glenda to contact the Union rep., Daniel Talde, requesting a date be set for contract negotiation. The collective agreement between the union and DDSF ends December 31, 2022.

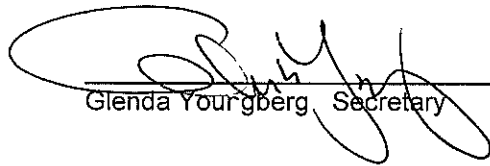
8.01 Motion to adjourn by Mary Taylor
Seconded by M'Liss Edwards

CARRIED

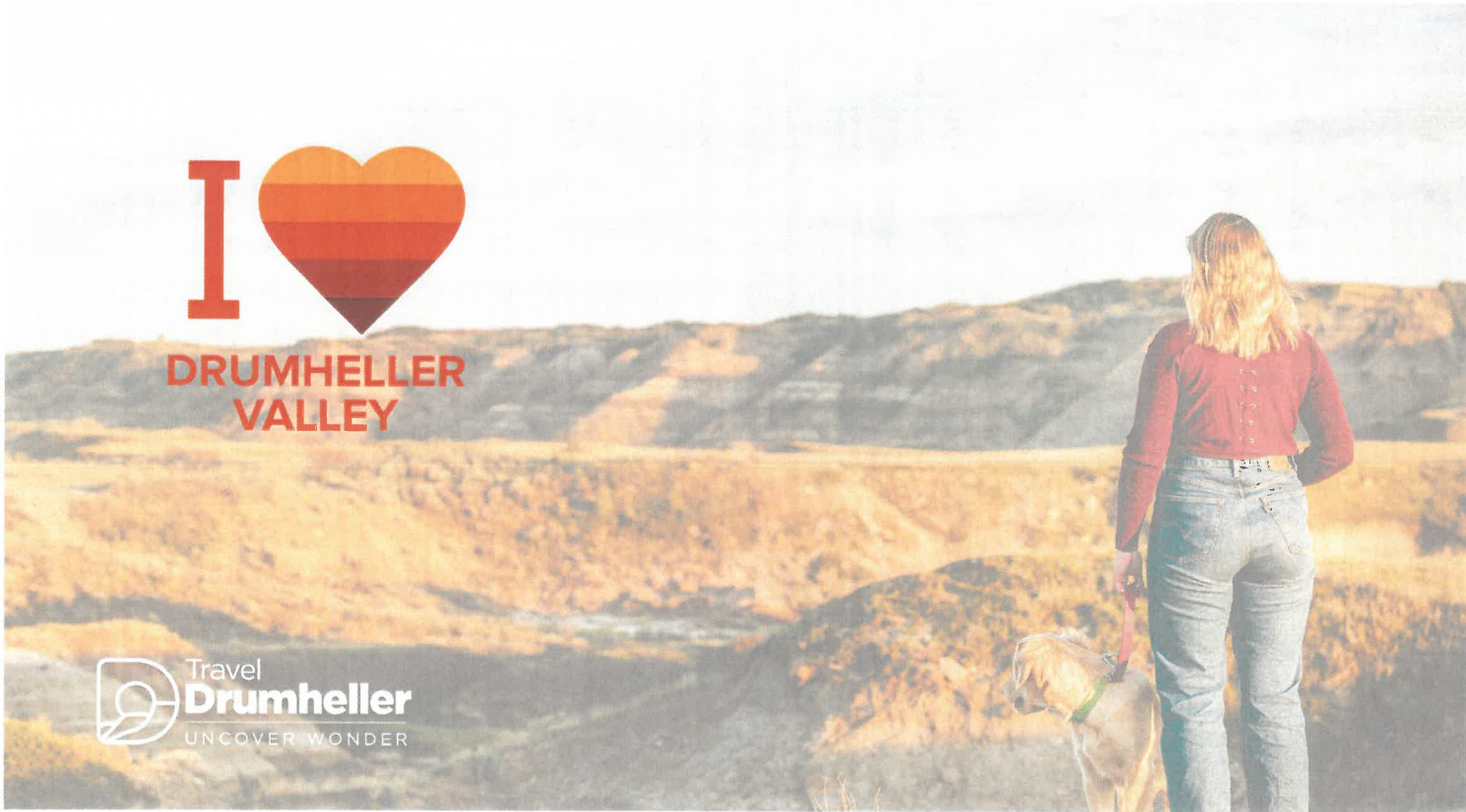
NEXT MEETING September 22, 2022, at 3:00pm



Tom Zariski Chairman



Glenda Youngberg Secretary

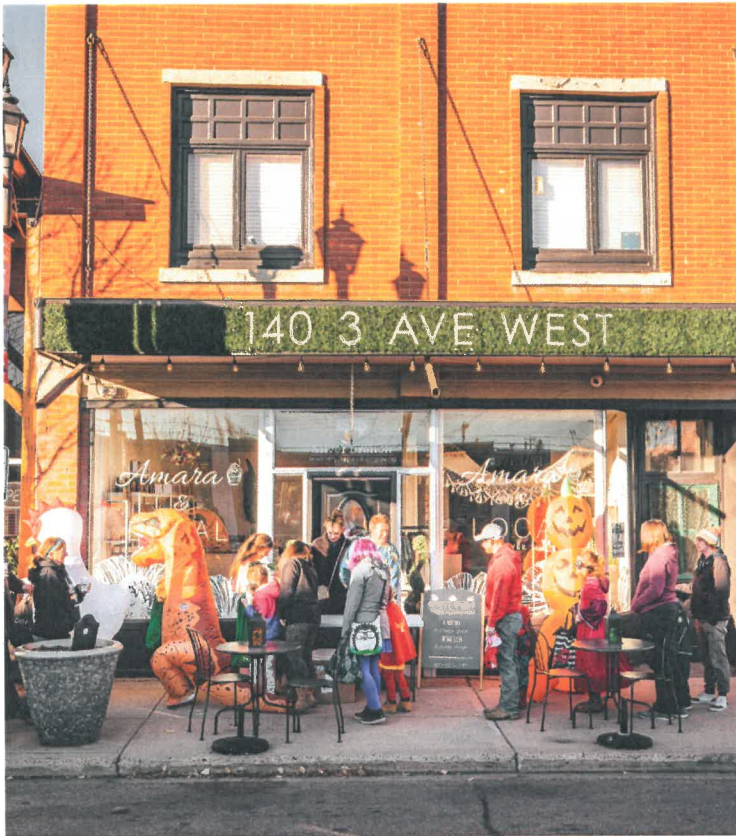


I Love Drumheller Valley

Background

Travel Drumheller identified the importance of place making in their Strategic Plan. We want to celebrate what a great place the Drumheller Valley is as we build community pride.





Why ?

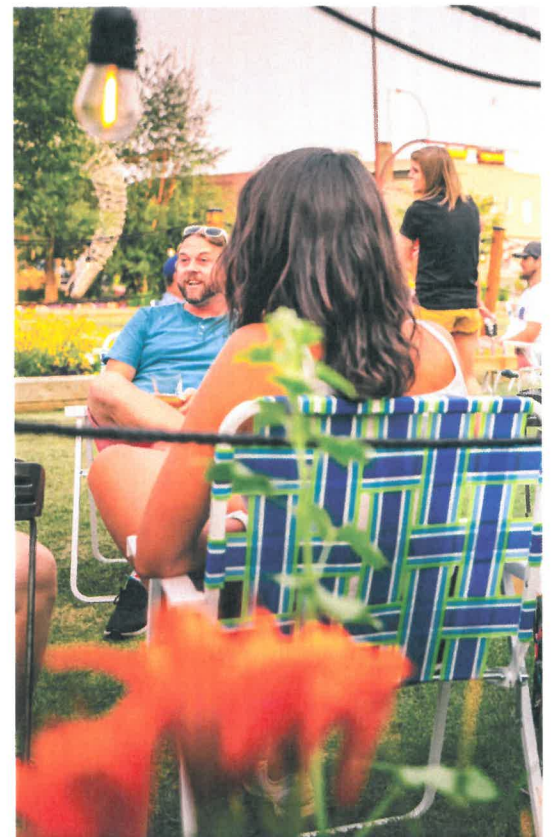
Travel Drumheller believes that fostering community spirit and pride is important. We think that pride and spirit will be contagious and shared with other residents and visitors and, making Drumheller region an attractive place to be.

Travel Alberta agreed and so provided funding to support the campaign

What is I Love Drumheller Valley ?

It is a celebration of the Drumheller Valley:

- the people living here
- our landscape
- our businesses
- all the things that make it a great place to be



What will we be doing?

For the first year we:

- Created a wonderful logo
- Are holding a photo contest
- Created a video sharing what some of our locals share love about living here
- Designed some fantastic merchandise
- Held our first ever I Love Drumheller Valley day
- Created some fun deals for residents with our partners



Be involved

- Share a photograph on social media and use **#Ilovedrumhellervalley** to be entered into a prize draw
- Visit local businesses
- Buy a toque or a tshirt sharing your love of the Valley- call Travel Drumheller to make your order
- Share ideas for what we can do next year



What's next?

- This is just the beginning...We really want to build this campaign and have lots of ideas for 2023 and beyond.
- If businesses wish to be involved contact us admin@traveldrumheller.com



Thanks for listening we can't wait to keep celebrating our valley with you all.

A photograph of a person from behind, wearing a straw hat and a blue patterned shirt, carrying a child on their back. They are standing in a valley with rolling hills and trees under a clear sky.

**Any
Questions?**

Contact us

admin@traveldrumheller.com

403 823 2242

The Town of Drumheller Library Board enacts the following by-laws pursuant to The Libraries Act, R.S.A. Chapter L-11, 2000:

Interpretation

- a) For the purposes of this by-law the expression:
- i. "Act" refers to The Libraries Act, R.S.A., Chapter L-11, 2000.
 - ii. "Board" refers to the Town of Drumheller Library Board.
 - iii. "Borrower" means the person to whom a library membership card has been issued.
 - iv. "Good Standing" means a borrower with no outstanding account charges.
 - v. "Library" means the Drumheller Public Library.
 - vi. "Library materials" include any materials, regardless of format, held in the collection of the Drumheller Public Library or lent by the Drumheller Public Library.

Admittance to/Conduct in the Building and on the Grounds

- a) The portion of the Badlands Community Facility building used for public library purposes is open to any member of the public **free of charge** during the hours of opening as set out by the Town of Drumheller Library Board from time to time.
- b) Charges and requirements for the use of library premises not normally used for public library purposes, i.e., meeting rooms, are set out in Schedule B.
- c) No person using the building shall:
 - i. Cause unnecessary disturbance to other library users and/or violate library board policies.
 - ii. Remove any library item from the Library unless the item has been properly checked out in accordance with the procedures established for checking out library items.
 - iii. Enter or remain in the library building except during those periods designated as open for public use.
 - iv. Solicit other library users and staff for personal, commercial, religious, or political purposes.
 - v. Smoke any type of material or consume any product that may be considered an illicit drug while on the premises.
- d) Persons entering the building used for public library purposes must abide by any measures put in place to protect the health of library users and staff.
- e) Persons who do not conduct themselves in accordance with 2(c) or 2(d) shall be asked to discontinue their actions. If the action continues or the severity of the action warrants it, the person will be asked to leave the Library for the day and/or staff members may seek outside assistance.

Procedure for Acquiring a Membership

- a) Any resident of the geographical region covered by the Marigold Library System is eligible to apply for a membership card.
- b) Any resident of another part of Alberta will be encouraged to register for a card at their local library and join ME Libraries to use their card at the Drumheller Public Library.
- c) Any individual whose permanent residence is outside of Alberta or who lives in Alberta but is unable to fulfill (b) may be permitted to register for a visitor library card as defined in Schedule B.
- d) A library membership card is issued upon:
 - a. Completion of a Drumheller Public Library registration form (online or in person).
 - b. Signing of the registration form by the borrower or a parent/guardian if the borrower is under age 18.
 - c. Presentation of one piece of photo identification bearing the borrower's current address or an alternative piece of identification **plus** a piece of mail recently delivered via Canada Post to the borrower's current address. A parent/guardian must present ID if the card is for a minor.

- e) Library membership cards are valid for one year from the date of registration or renewal.

Responsibilities of a Member

- a) A membership card may only be used by the person to whom it is issued, by the parent or guardian of the person to whom it is issued, or a designate as defined in Schedule C.
- b) A member shall notify the library of any change of address, email, and/or telephone number.
- c) A member is responsible for the library materials borrowed and will compensate the Library for any items damaged or lost while borrowed on their card.
- d) A member is responsible for returning library materials to the library on or before the due date as set out in Schedule C. In the case of a due date falling on a day when the Library is closed to the public the date shall be extended to the next open day.

Loan of Materials

- a) In accordance with The Libraries Act s.36 (3) there shall be no charge for the use of library materials. This includes materials used on the premises or materials loaned.
- b) The loan periods for various materials are set out in Schedule C.
- c) Library materials may be reserved or renewed in accordance with policy established by the Library.
- d) Borrowers may use library cards issued by other Marigold libraries to borrow materials from the Drumheller Public Library only if their home library account is in good standing.

Penalty Provisions

- a) When library material is kept beyond its due date, the borrower will be charged overdue fines as set out in Schedule D.
- b) Replacement charges for damaged or lost materials will be charged according to Schedule B.
- c) The circumstances resulting in suspension of borrowing privileges are as set out in Schedule D.
- d) The cost of lost or damaged items may be reduced or waived by the owning library at the discretion of the owning library's director or manager.

Prosecution

- a) In cases of serious dereliction, the Board may prosecute an offense under The Libraries Act, s.41. Such an offense is punishable under The Libraries Act, s.41. The penalty applying on conviction for such an offense is set out in Schedule B.
- b) Any fine or penalty imposed pursuant to an offense under these bylaws inures to the benefit of the Town of Drumheller Library Board in accordance with The Libraries Act, s.42.

2022 Revision

Read a first time on this **22** day of **June, 2022**

Read a second time on this **10** day of **August, 2022**

Read a third time on this **10** day of **August, 2022**

Board Chair

Board Vice-Chair

Schedule A – Library Operating Hours

Open Hours (as of January 2022):

Monday	9:00am - 5:00pm
Tuesday	9:00am - 8:00pm
Wednesday	9:00am - 8:00pm
Thursday	9:00am - 8:00pm
Friday	9:00am - 5:00pm
Saturday	9:00am - 5:00pm
Sundays & Holidays	Closed

Schedule B – Fees

1. Library Card Fees (as of 2017) – The library shall issue library cards free of charge to any resident of the Town of Drumheller and any individual living in an area served by the Marigold Library System.

Outside of Marigold Library System boundaries: Alberta residents with a membership at their home library may borrow from the Drumheller Public Library's physical collection after registering with ME Libraries.

Temporary residents of Drumheller (less than 3 months) who are not able to use the ME Libraries service may register for a visitor library card with a deposit of \$40, refundable on return of all borrowed materials in satisfactory condition and payment of any outstanding fines.

Registration paperwork for institution cards must be signed annually by an individual with suitable authority in the member institution.

A library card entitles its bearer to borrowing privileges and the use of library eResources. There is no charge for use of library materials on the premises.

2. Lost Cards – A fee of \$3.00 will be charged to replace a lost card. No replacement fees will be charged for replacing a lost card at the time of renewal.

3. Lost Items – If an item is deemed lost or destroyed*, late fees will be waived and the borrower (or the borrower's parent/guardian) will be charged the replacement cost of the item. If a lost item is found and returned in satisfactory condition before the replacement fee is paid, the patron will be responsible only for late charges (capped at \$3.00 per item). If the item is returned after the patron has paid for replacement and the patron meets the following conditions, the replacement charge will be refunded less applicable late fees.

- a) The item is returned in satisfactory condition
- b) The patron provides the receipt for the replacement charge
- c) The item is returned within 30 days of payment

*Destroyed: according to staff judgement, the condition of the item has degraded significantly during the course of the patron's loan and cannot reasonably be returned to the collection. The item will be marked "withdrawn" in the catalogue and become the property of the patron.

4. Other Fees

Printing/Photocopying

Black & white		\$0.25 per page
Colour		\$0.50 per page
Scan to email		Free
Fax		
Sending	Local/toll free	\$1.50 flat rate
	Long distance	\$2.50 connection fee plus \$0.50/page
Receiving	\$1.50 per fax received	
Disc cleaning		\$2.00 per disc

If an individual or group using one of the Library's meeting rooms intends to charge attendees for participation in their activity, they will be charged for use of the space at the following rates:

Large Meeting Room: \$175/day	\$29/hour
Small Meeting Room: \$87.25/day	\$14/hour

Schedule C – Borrowing Privileges

1. Borrowing library items and using eResources are the only library services that require a library membership. Both actions require confirmation that the individual is a library member, either by presenting a current library card or photo ID (in person) or by providing a current library card barcode (over the phone) and PIN (online).
2. An individual other than the cardholder may pick up library items, including holds, for a patron if they have the patron's physical library card or a photograph of the barcode on the back of the patron's library card. This applies equally to any patron aged twelve or older.
3. A library item may be borrowed for a period of 21 days, excepting DVDs and Blu-ray discs that are not considered a box set (e.g., TV season) which can be borrowed for 7 days.
4. A patron may renew an item up to two times if the item has no holds from other borrowers. If the item still has no holds when the third loan period expires, library staff may contact the item's home library to request permission for **one** additional renewal.

5. If there is high demand for certain subject matter (e.g. seasonal titles), the library may temporarily set an earlier return date and/or a maximum number of items borrowed per patron on that subject.

6. With the exception of point 5, patrons may borrow up to 100 items at a time unless the patron demonstrates a chronic problem of extensive overdues or lost materials. Library staff will bring such situations to the attention of the Director of Library Services, who will decide what, if any, restriction is appropriate, and when the restriction will be lifted.

7. Loans may only be made on accounts which do not exceed maximum fine limits. **One** exception may be made per patron, per calendar year to check out or renew items on an account that exceeds the stated fine limit. The exception will be noted, and the patron will be required to pay their fines before the card may be used again. If the patron requests further exceptions, they will be provided with a copy of the Request for Waiver of Fines form and the completed form will be submitted to the Director for decision.

Schedule D – Fines

1. A one-day grace period shall be implemented for library materials on loan. Fines will start accruing the second day an item is late. Any item returned while the library is closed will be assumed to have been returned the last open day before the closure.

2. Unless otherwise specified for a particular item, late items will accrue fines of \$0.10 per day. Late charges on an item will be capped at \$3.00 (30 days). Items not returned before these deadlines will be considered lost, and the patron's account will be charged the replacement cost (see Schedule B point 3).

3. Borrowing privileges will be suspended if accumulated charges on an account exceed \$10. If a late item is reported Lost, proceed according to Schedule B above.

Waiver of Fines

Under special circumstances, circulation-related fines may be waived with the consent of the Director. If a patron requests a waiver, staff members will provide them with a Request of Waiver of Fines form and submit the completed form to the Director for decision within two business days. No staff member may waive fines listed here without completing this procedure.

BY-LAWS OF THE DRUMHELLER PUBLIC LIBRARY
Handbook Section A3

INTRODUCTION

1. (1) In these by-laws

- (a) "board" means the Drumheller Library Board
- (b) "borrower" means the person to whom a borrower's card has been issued by the Director pursuant to Section 6 and in the case of a family borrower's card, includes members of the family of the person to which the family borrower's card was issued
- (c) "Director" means the person charged by the board with the operation of the Drumheller Public Library and includes an officer, servant or agent of the board under the control of the Director.
- (d) "library item" includes a book, periodical, pamphlet, newspaper, documentary record, audio-visual material, phonograph, recording, picture tape or film in the collection in the Drumheller Public Library or borrowed from any source by the Director for the purposes of the Drumheller Public Library.
- (e) "member of the family" includes the spouse and dependents of the holder of a family borrower's card if such spouse or dependent resides in the same household as the holder of such card.
- (f) "visitor" is a short-term resident (3 months or less) of the Marigold Library System area.

1. (2) In these by-laws, unless the contrary intention appears in context,

- (a) words implying male persons include female persons,
- (b) words in the singular include the plural and words in the plural include the singular,
- (c) where a word is defined, other parts of speech and tenses of that word have corresponding meanings,
- (d) where a period of time dating from a given day, act or event is prescribed or allowed for any purposes, the time shall be reckoned exclusively of such day or of the day of such act or event,
- (e) a reference to time shall be read as
 - (i) a reference to Mountain Standard Time, or
 - (ii) a reference to Daylight Saving Time,

whichever is being used and observed as provided in the Daylight Saving Time Act.

1. (3) Where in these by-laws the time limited for the conduct of operations expires or falls on a day when the library is closed to the public pursuant to Schedule A, the time shall be deemed to be extended to the first day thereafter upon which the library is open to the public pursuant to Schedule A.

2. The Drumheller Municipal Library was established on the 18th day of December, 1922 by By-law number 183.

3. (1) The Drumheller Library Board consists of not fewer than five (5) and not more than ten (10) board members selected by the Municipal Council from applications received from persons residing in the Marigold Library System, and including a maximum of two councillors. The library board members serve their terms according to the Libraries Act.

3. (2) Drumheller Library Board members shall be members in good standing of the Drumheller Public Library.

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- (3) Drumheller Library Board elections shall be held each October, and may be by secret ballot.
4. The Library Board quorum shall consist of a simple majority.
5. (1) Any person of school age or older may apply to the Director requesting that a borrower's card be issued to that person.
5. (2) An application pursuant to Subsection 5. (1) shall be
 - (a) in writing in the form prescribed by the Director
 - (b) dated and signed by the applicant
 - (c) accompanied by the fee prescribed in Schedule B
5. (3) The Director shall not accept an application
 - (a) from a person less than fourteen (14) years of age unless the application has been signed by his parent or guardian, or
 - (b) from any person unless the fee is submitted with the application form.
5. (4) An application may be accepted from an Institution, provided it is in writing, giving the name of the person responsible for membership, and identifying the kind of Institutional membership, pursuant to Schedule B.
6. (1) The Director may issue an adult borrower's card to a person who has made proper application therefore pursuant to Section 5 (1) if
 - (a) the Director is satisfied that the person applying is a responsible person who will take proper care of any library item loaned to him or her,
 - (b) the fee prescribed by Schedule B is paid.
6. (2) The Director may issue a borrower's card to a person under the age of fourteen (14) who has made proper application therefore pursuant to Section 5. (1) if
 - (a) the Director is satisfied that the person applying is a responsible person who will take proper care of any library item loaned to him or her,
 - (b) the parent or guardian of the person applying undertakes in writing to be responsible for any library item loaned to their child or ward, and
 - (c) the fee prescribed by Schedule B is paid.
6. (3) Each member of a family who has purchased a family membership shall be issued with an individual personal card.
7. (1) A borrower's card issued pursuant to Section 6
 - (a) may be used only by the person to whom it is issued
 - (b) is valid for twelve months from the date of issue unless sooner revoked by the Director for cause as outlined in the policy manual
 - (c) remains the property of the board.

...3

7. (2) Every borrower shall
 - (a) take proper care of any library item entrusted to the borrower's care by the Director
 - (b) return any library item to the Director on or before the date provided for pursuant to Section 6,
 - (c) take proper care of the borrower's card issued to him or her, produce it when requested and return it to the Director when it is revoked for cause as outlined in the policy manual.
 - (d) give to the Director from time to time written notice of the borrower's address and telephone number and any changes thereof.
8. The borrowing privileges and loan periods are listed in Schedule C.
9. (1) Where a library item is returned to the Director by the borrower after the expiry of the period established in Schedule C the Director shall levy the fine prescribed by Schedule D.
9. (2) Where a library item has not been returned to the Director by the borrower at the expiry of the period established pursuant to Schedule C, the Director shall follow such procedures as outlined in the staff manual relative to overdue items.
- 10.(1) No person using the library shall
 - (a) so conduct him or herself as to cause unnecessary disturbance to other library users,
 - (b) remove any library item from the library building unless
 - (i) the person is a borrower, and
 - (ii) the library item has been properly checked out to that person by the Director, in accordance with the procedure established by the Director for checking out of library items.
 - (c) enter or remain in the library building except during those periods allowed for in Schedule A,
 - (d) damage or deface any library item entrusted to the person's care as a borrower or as a visitor to the library.
10. (2) Any individual responsible for the willful breach of Subsection 1 of Section 9 is liable to charges under the Libraries Act, Chapter L-11, Amended 2006, s.41.
11. (1) The Director may revoke any borrower's card issued pursuant to Section 9 where the person to whom the card was issued
 - (a) has failed to pay any fine levied pursuant to Section 9,
 - (b) has failed to pay for any damage or defacing suffered by a library item entrusted to the borrower's care, or
 - (c) has failed to return any library item to the Director after a demand made pursuant to Subsection 2 of Section 9.
11. (2) When the Director has revoked a borrower's card, the borrower, or where the borrower is under fourteen (14) years of age, the borrower's parent or guardian, may within 30 days of such revocation make an appeal to the Board in writing against the revocation setting out the grounds of the appeal.

TOWN OF DRUMHELLER
BYLAW NO.18-09

A Bylaw of the Town of Drumheller to provide for the establishment and operation of a Municipal Library Board to be called the Drumheller Public Library Board.

WHEREAS, Part 2 Section 9 of the Libraries Act being Chapter L-12.1 of the Revised Statutes of Alberta states:

- (2) (a) The Council of a municipality may, on its own initiative, pass a Bylaw providing for the establishment of a Municipal Library Board.
- (3) On the passing of a Bylaw providing for the establishment of a Municipal Library Board the Municipal Secretary of the Municipality shall forthwith forward a copy of the Bylaw to the Minister.
- (4) On being established the Municipal Library Board is a corporation and shall be known as "Drumheller Library Board".

NOW THEREFORE, the Council of the Town of Drumheller duly assembled hereby enacts:

1.0 IN THIS BYLAW;

1.1 "Board" means a Municipal Board;

1.2 "Council" means the Council of the Town of Drumheller;

1.3 "Municipal Board" means a Municipal Library Board;

1.4 "Municipal Library" means a Library established or continued under Part 1 of the Libraries Act;

1.5 "Municipality" means the Town of Drumheller;

1.6 "Public Library" means a Municipal Library, Library system or community Library;

2.0 APPOINTMENTS

2.1 The Municipal Board shall consist of not fewer than 5 and not more than 10 members appointed by Council.

- 2.2 A person who is an employee of the Municipal Board is not eligible to be a member of the Board.
- 2.3 Not more than 2 members of Council may be members of the Municipal Board.
- 2.4 Term of membership with the board will be in accordance to the Libraries Act as follows:
"A member of the municipal board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole Council passes a resolution stating that the member may be reappointed as a member for more than 3 consecutive terms. Appointments to the Municipal Board shall be for a term of up to 3 years".
- 2.5 The appointments of the members of the Municipal Board shall be made on the date fixed by Council.
- 2.6 The board shall elect a Chairman and any other officers it considers necessary from among its members.

3.0 VACANCIES

- 3.1 Any vacancy arising from any cause shall be filled by Council as soon as reasonably possible for Council to do so.

4.0 DISQUALIFICATIONS

- 4.1 A person is disqualified from remaining a member of a board if the person fails to attend, without being authorized by a resolution of the board to do so, 3 consecutive regular meetings of the board.
 - 4.1.2 If a member of a board is disqualified from remaining a member under subsection (1), the person is deemed to have resigned the person's seat on the board.
- 4.2 Notwithstanding Section 4.1 a person is not disqualified if his absence is authorized by a resolution of the Board passed
 - 4.2.1 At any time prior to the conclusion of the last regular meeting of the Board during the 8 week period, or
 - 4.2.2 If the last regular meeting of the Board during the 8 week period is not held, at any time prior to the conclusion of the next regular meeting of the Board.

5.0 BOARD DUTIES

5.1 The Municipal Board, subject to any enactment that limits its authority, has full management and control of the Municipal Library and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient Library services in the Municipality and may co-operate with other Boards and Libraries in the provision of those services.

6.0 BUDGET

6.1 The Municipal Board shall before December 1, in each year prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the Municipal Library.

6.2 The budget and the estimate of money shall be forthwith submitted to the Treasurer of the Municipality, who shall in turn present such estimate to the Town Council or a Committee of Town Council for approval.

6.3 Council may approve the estimate under Sub-section 5.1 in whole or in part.

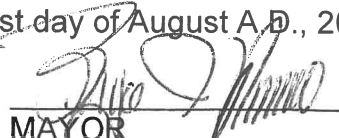
6.4 The Treasurer shall notify the Municipal Board in writing as to the final amount accepted by Council for the Library for the ensuing year.


The Town of Drumheller Bylaw 20-87 is hereby repealed

READ A FIRST TIME in Council this 31st day of August A.D., 2009.

READ A SECOND TIME in Council this 31st day of August A.D., 2009.

READ A THIRD TIME in Council this 31st day of August A.D., 2009.



 MAYOR


 CHIEF ADMINISTRATIVE OFFICER



Drumheller Valley Housing Strategy

Meeting of Council – October 17th, 2022



Presentation Outline

1. Project Background and Process
2. Community and Stakeholder Engagement
3. Preliminary Findings
4. Draft Housing Strategy Framework



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Project Approach



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Housing Needs Assessment

- Provides an overview of demographic, economic, and current housing highlights in the community, including data on:
 - Current supply and demand
 - Housing conditions and changes in housing stock
 - Sales prices and rental rates
 - Affordability
 - Core housing needs
 - Anticipated housing needs
- Statistics Canada, Alberta Rental Vacancy Survey, real estate boards, and local Town data



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Affordable Housing

- For the purposes of the Housing Needs Assessment and Strategy, affordable housing is defined as **spending less than 30% of household income on housing costs.**



Housing Strategy

Housing Action Plan

- Summarize gaps and issues identified through community feedback and anticipated housing need
- Develop vision and core focus areas for housing strategy to address
- Identify specific strategies or actions to address the core focus areas

Implementation Plan

- Describe the various roles the Town plays in implementation of strategy (i.e., investor, advocate)
- Identify timelines, lead and partner stakeholders to implement actions

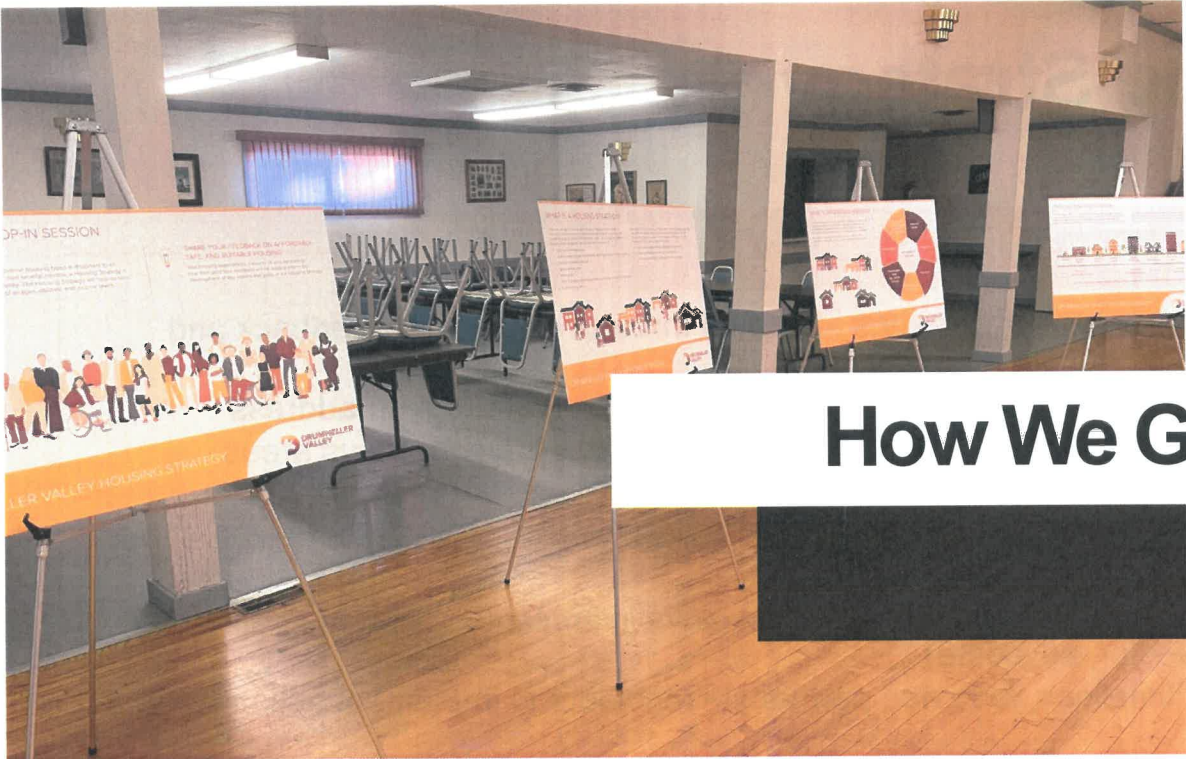


Preliminary Goals

- 1. Encourage Diverse Mix of Housing Types
- 2. Increase the Supply of and Protect Rental Housing
- 3. Facilitate Housing with Supports
- 4. Strengthen Partnerships and Community Capacity



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How We Got Here

Preliminary Findings



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Community Engagement – Phase 1

Two-phased process to collect input and validate findings from stakeholders and residents

Engagement Approach

- **Phase 1 (July-August):**
 - Council Workshop
 - Two Stakeholder Workshops (23 attendees)
 - Online Community Survey (78 responses)
 - Two Community Drop-in Sessions (6 attendees)
 - Interviews with persons with lived experience (3 interviewees)
- **Phase 2 (late November):**
 - Community Open House
 - Community Survey

Communications

- Segment on Drumheller’s “2 Minutes on the Town” radio
- Social media posts
- Article in Drumheller Mail
- Segment in Chamber newsletter
- 43 email invites
- Dedicated Housing Strategy page on Town website



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Community Engagement – Phase 1

Key Themes	
Affordability	More affordable housing options are needed for low-income families and individuals, people experiencing homelessness, people with pets, young professionals, and seniors
Rental Availability/Quality	More affordable, high-quality rentals are needed, along with increased accountability for landlords to provide on-going maintenance and repairs
Supports and Resources	More services, such as mental health supports, emergency accommodations, etc. are needed
Worker’s Housing	Affordable, adequate housing for seasonal workers is needed
Short-term Rentals	Short-term rentals need to be regulated and/or limited in some way to increase the availability of long-term rentals
Seniors	More independent, affordable options for seniors are needed
Increased Development	Increased housing development, specifically higher density housing, is needed



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Community Profile

Population is declining; median age older than the province; income not keeping pace with inflation; most households are 1-2 people; most are owner households

- In 2021, 7,909 people were living in Drumheller. Between 2011 and 2021, Drumheller declined by 0.92%.
- Median age was 44.0 in 2021. The fastest-growing segment of the population was people aged 65 years and older, indicating an aging population.
- Between 2011 and 2021, median household income for all households in Drumheller grew by 15.2% from \$64,222 to \$74,000.
 - Income has not been keeping pace with the rate of inflation (18% during same time)
- 72.0% of households consisted of either one- (36.5%) or two-person (35.5%) households and the average household size was 2.2.
- 70.9% of households in Drumheller own their own homes.



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Housing Profile

Housing stock is primarily single-detached; 3- or 4+ bedrooms; more than 30 years old; mostly secondary rental units

- 3,557 housing units, of which 90% (3,200) were occupied in 2021.
- Most common type was single-detached (76.4%), followed by low-rise apartments with fewer than five storeys (11.7%).
- Over the last ten years, most of the building permits in Drumheller have been issued for single-detached dwellings.
- Only 20% of rental stock is purpose-built rentals.
- Overall rental vacancy rate has varied since 2011 and was at 17.4% in 2021.

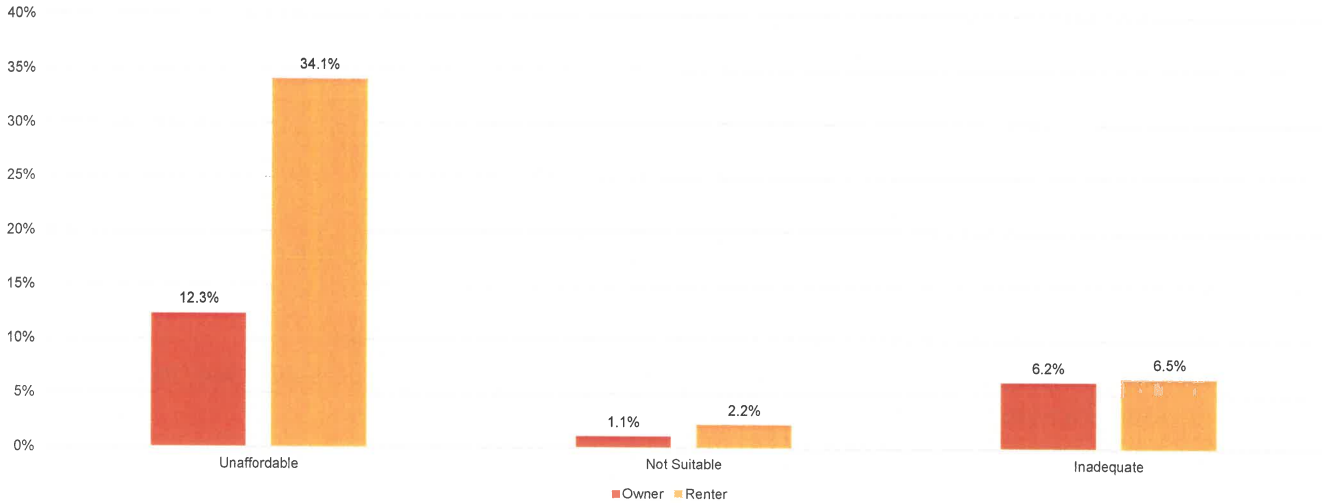
Rental Range (\$)	Bachelor			1-Bedroom			2-Bedrooms			3-or-more Bedrooms		
	Units	Vacant	%	Units	Vacant	%	Units	Vacant	%	Units	Vacant	%
<500	-	-	-	-	-	-	-	-	-	-	-	-
500-649	2	0	0.0%	5	0	0.0%	-	-	-	-	-	-
650 - 799	-	-	-	58	9	15.5%	42	3	7.1%	4	0	0.0%
800 - 949	-	-	-	8	3	37.5%	72	17	23.6%	2	1	50.0%
950 - 1,099	-	-	-	-	-	-	-	-	-	-	-	-
1,100 - 1,349	-	-	-	-	-	-	-	-	-	-	-	-
1,350 +	-	-	-	-	-	-	2	1	50.0%	-	-	-
Total	2	0	0.0%	71	12	16.9%	117	21	17.9%	6	1	16.7%



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Core Housing Need

1 in 4 Drumheller households do not have acceptable housing and close to 1 in 5 are living in unaffordable housing; 36 residents in insecure housing



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Subsidized Housing

DHA currently serving mostly single adults and single parents with children; need for at least 10 more units

- Drumheller Housing Administration (DHA):
 - Community Housing units (50 units) are rent-geared-to-income (30% of applicant’s income), while Affordable Housing (20 units) are rented at 10% below market rent.
 - As of August 2022, 10 households on wait list (5 for 1-bedroom, 2 for 2-bedroom, 3 for 3-bedroom)

Population Served	1-bedroom	2-bedroom	3-bedroom	4-bedroom
Seniors	1	3	0	0
Single Adults	9	9	0	0
Single with Children	0	15	12	4
Couples no Children	2	1	0	0
Couples with Children	0	4	10	0



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Supportive Housing

Supportive housing for seniors, men addicted to drugs/alcohol, residents with accessibility needs, residents who require additional supports (e.g., lifeskills) are available in Drumheller

- Drumheller and Region Transition Society (DARTS):
 - Supportive housing to 28 individuals
 - Supports 24 individuals to live in their own home
- Grace House:
 - Provides housing to 12 men aged 25 years and older
 - Served 32 clients to date in 2022 (September)
 - Graduate to sober living home (Oxford House) which can house up to 5 men from ~12-18 months
- Drumheller District Seniors Foundation:
 - 5 buildings in Drumheller ranging from 6 to 73 units (bachelor and one-bedroom)
 - Most independent living with some supports; a few with 24/7 supports (e.g., personal care, meals)
 - Mix of government-subsidized and rent-geared-to-income
 - New SL-4 facility under development



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Emergency Housing

No emergency housing available; Colton's Place provides housing for domestic violence survivors in short-term; support services available through Drumheller FCSS, Salvation Army, Alberta Supports, and DHA

- There is currently no emergency housing in Drumheller
- People experiencing homelessness will often reach out to Drumheller Valley FCSS, Salvation Army, Alberta Supports, and (DHA) for support.
- Salvation Army:
 - From January 2020 to September 2022, the Salvation Army served 319 unique households.
 - Most clients served were single individuals or single parents (67%) while 26% were comprised of couple with or without kids. Overall, 26% of households served had children.
- Colton's Place:
 - Colton's Place is a temporary domestic violence family unit.
 - Colton's Place provides short-term housing for individuals and their children on a short-term basis while working to secure shelter or safe, affordable permanent housing.



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Anticipated Growth

- Anticipated Population*
 - Assumed medium growth scenario projections from provincial projections
 - Population growth of 5.4% over the next five years, increasing from 8,169 residents in 2021 to 8,614 residents in 2026
- Anticipated Age
 - Most significant growth is expected to occur among seniors aged 65 years and over, increasing by 288 between 2021 and 2026
- Anticipated Households
 - Moderate growth anticipated in the number of households between 2021 and 2026, growing by 222 households or 6.8%

*Projections for the Drumheller Valley is based on Census Division 5 projections released by the Government of Alberta in July 2022 which includes other municipalities such as Strathmore and Three Hills. The anticipated growth rate is likely inflated due to higher growth rates seen in communities such as Strathmore. The 2021 population identified by the Province is the estimated population as of July 1, 2021, based on 2016 Census and adjusted for Census undercounts. Consultants currently preparing low growth scenario.



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Housing Demand and Need

- Indicators of various housing needs are based on anticipated population and household projections, historic trends, and household choices
- Summary of approximate homes needed are not mutually exclusive
- Some homes needed can be met through existing housing stock



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Housing Demand and Need

- **Growth based demand** – housing needed to meet community demand based on anticipated population growth to 2026 and to 2031
- **Unmet need** – residents currently living in a home that doesn't meet their needs (e.g., unaffordable)

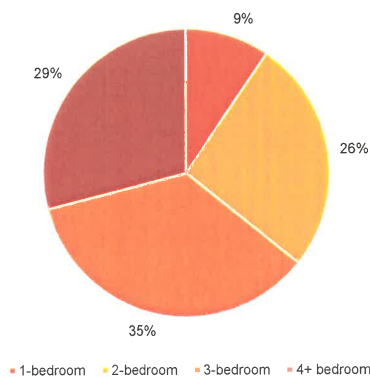


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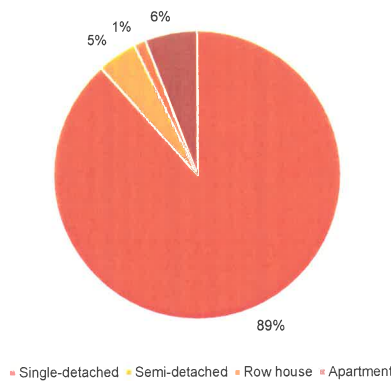
Growth Based Demand

The **total demand for housing** is anticipated to increase by **222 units** between 2021 and 2026, from 3,289 to 3,715 units.

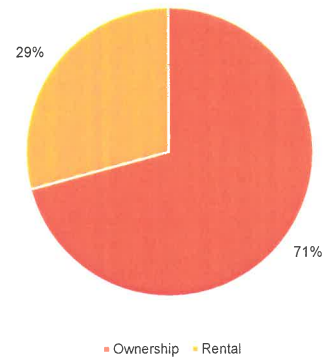
Size:



Type (to meet demands based on current housing choices):



Tenure:



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Anticipated Need in Key Areas

Affordable Housing

- Current unmet need of **525 affordable units**:
 - **310 affordable ownership housing units** (affordable price of \$277,100, based on spending 30% of the median household income)
 - **80 rental units** affordable to households **below 50% of the 2021 median household income** (affordable rent of \$925 per month)
 - **135 rental units** affordable to households **between 50% and 80% of the 2021 median household income** (affordable rent between \$925 and \$1,480 per month)
- Additional **110 affordable units** to meet growth-based demand by 2026:
 - 68 affordable ownership
 - 22 rental units below 50% of the 2021 median household income
 - 20 rental units between 50-80% of the median household income



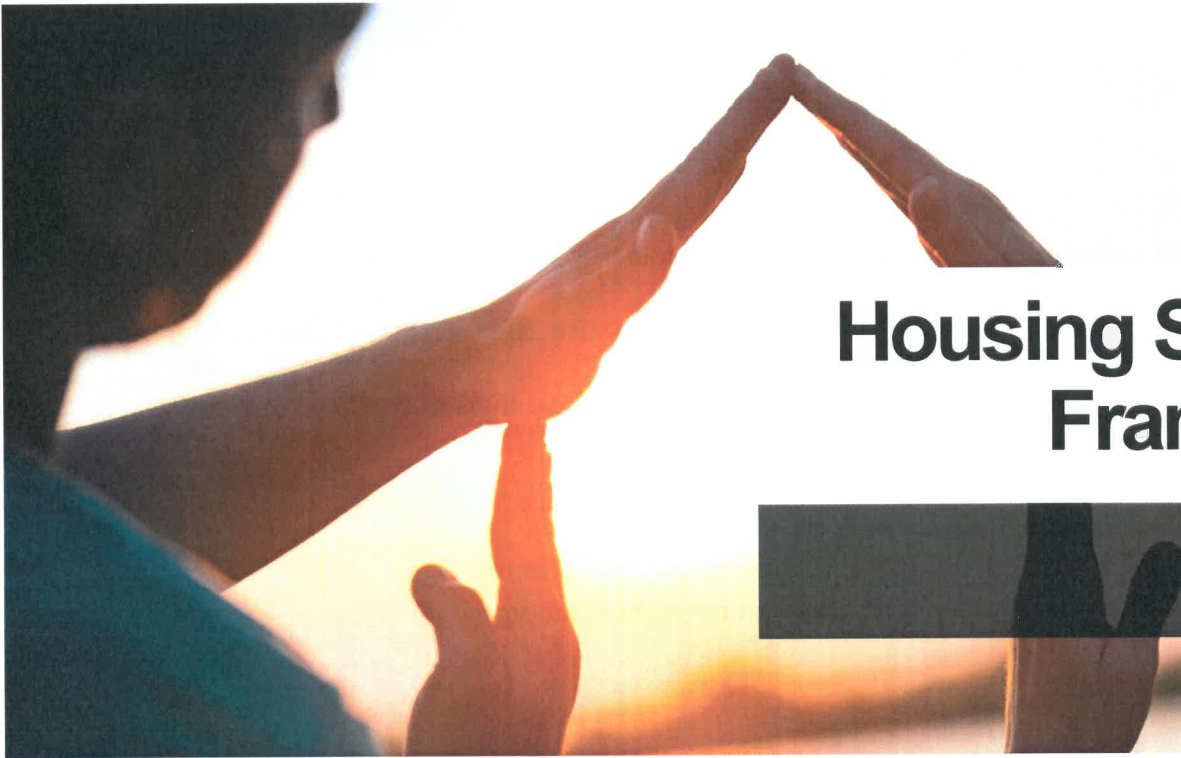
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Anticipated Need in Key Areas

- **Accessible Housing**
 - Unmet need of approximately **7 accessible homes** and an additional **12 households would benefit from accessible housing** requiring one or more special features between 2021 and 2026.
- **Seniors and Family Housing**
 - It is estimated that the demand for housing for **senior-led households will grow by approximately 165 units** between 2021 and 2026, and the demand for housing units for **families with children will grow by 42 units**.
- **Indigenous Housing**
 - **38 housing units** are needed to accommodate the increase in the Indigenous population in the Drumheller Valley.



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Housing Strategy Framework



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Summary of Gaps

- Short-term vacation rentals
- Lack of purpose-built rentals
- Condition and quality of rental housing
- Seniors' housing (accessible/independent)
- Affordable and entry level homes
- Emergency and supportive housing
- Inventory mix



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Preliminary Goals and Actions

1. Encourage Diverse Mix of Housing Types

- Employee housing
- Small and large units
- Accessible and independent seniors housing
- Diversity tenure options (e.g., homeshare, co-ops)
- Promote incentives and funding opportunities
- Priority locations

2. Increase the Supply of and Protect Rental Housing

- STR regulations
- Increase purpose-built rentals
- Landlord/tenant relations

3. Facilitate Housing with Supports

- Wraparound support services
- Increase in supports and subsidies
- Coordinated access model
- Emergency and transitional housing

4. Strengthen Partnerships and Community Capacity

- Housing hub to share information
- Forum to bring stakeholders together
- Educational campaigns (e.g., incentives, secondary suites)



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Next Steps

- Finalize draft Housing Strategy Framework
- Expand and further refine goals and actions
- Present and gather feedback on the draft Strategy actions as part of the second phase of engagement (anticipated late November)
- Prepare Implementation Plan
- Finalize and present Strategy to Council



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Thank You



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Parks and Recreation Master Plan 2023 - 2043

Council Presentation, October 17th



Presentation Purpose and Overview

1. Introduce our team to you
2. Review the project purpose, deliverables and timing
3. Engagement planning overview (*how are we going to engage your community in the Master Plan?*)
4. Questions

About RC Strategies (RCS)



About RCS

- Recreation and parks focused planning firm.
- Head office in Sherwood Park, AB with team members across Western Canada.
- Heavily involved in the parks and rec sector through our volunteer work.
- Previous experiencing working in the area and region.

rcs+

We have...

- ...Completed over 2,000 recreation, parks & culture planning projects
- ...Invested hundreds of hours of volunteer time into our communities
- ...Consumed thousands of cups of coffee

We have worked in

10 Provinces & Territories

Our Services Include...

- Community & Regional Master Planning
- Parks & Public Lands Planning
- Tourism Planning
- Facility & Amenity Planning
- Trails Planning
- Cultural Planning
- Policy Development & Strategic Planning
- Engagement Services
- Social Planning

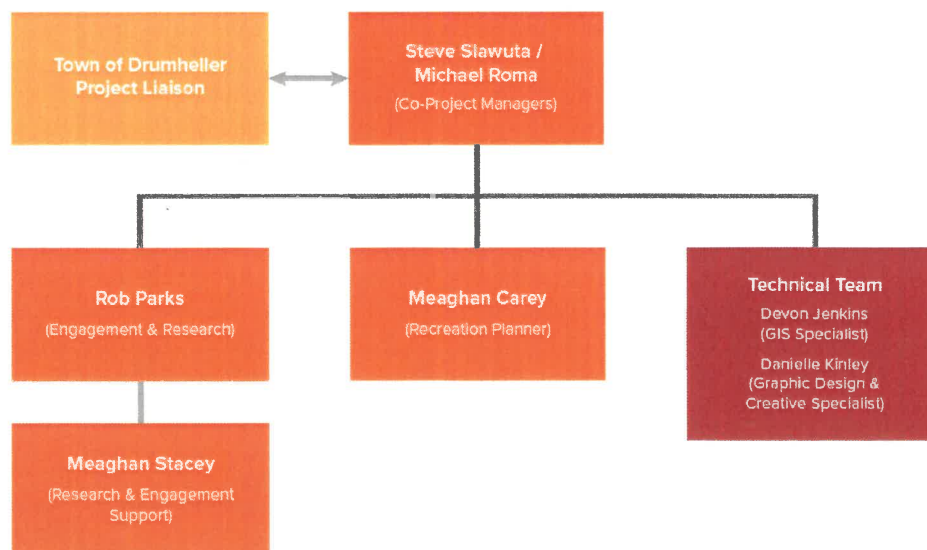
www.rcstrategies.ca

About RCS

Examples of some other current projects:

- City of Yorkton Parks and Recreation Master Plan
- City of Lethbridge Gymnasium and Court Study
- City of Maple Ridge Parks, Recreation and Culture Master Plan
- Town of Okotoks Parks, Recreation and Leisure Master Plan Update
- Lac Ste. Anne Regional Trails Master Plan
- City of Calgary Facility Development and Enhancement Study
- Vancouver Park Board Sport Field Strategy
- Township of Oro-Medonte Parks and Recreation Master Plan
- Lake Country Sport and Recreation Needs Assessment

The Drumheller Project Team



Project Purpose and Deliverables Overview



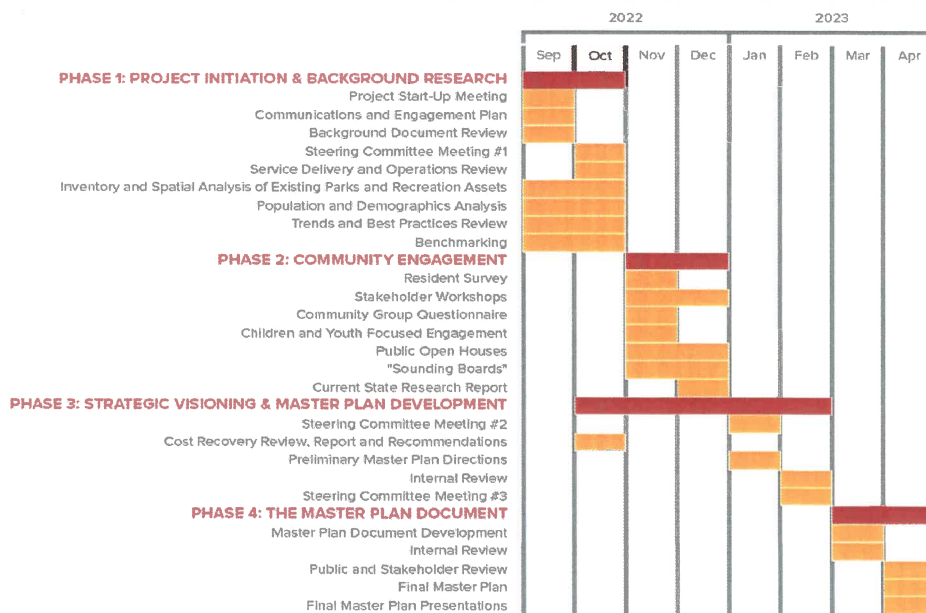
Key Goals for the Master Plan

- Better understand the **current state of parks and recreation** in the community.
- **Identify priorities** based on **achieving maximum community benefit**.
- **Provide guidance around key issues and topics** (e.g. cost recovery, optimizing current facilities, addressing gaps, etc.).
- Provide Council and administration with a **long-term strategic plan** that can **inform future decision making and resource allocation**.

Project Phases



Project Tasks and Timing



Community Engagement



Engagement Process Objectives

- A **variety of opportunities** will exist to gather input.
- Engagement participants will **understand the parameters within which their input will be considered and used.**
- Those **who want to share their opinions** will have the **opportunity to do so.**
- The engagement activities will **adhere to overall project timelines.**
- As much as possible **barriers to participation** in the engagement activities **will be identified and mitigated.**



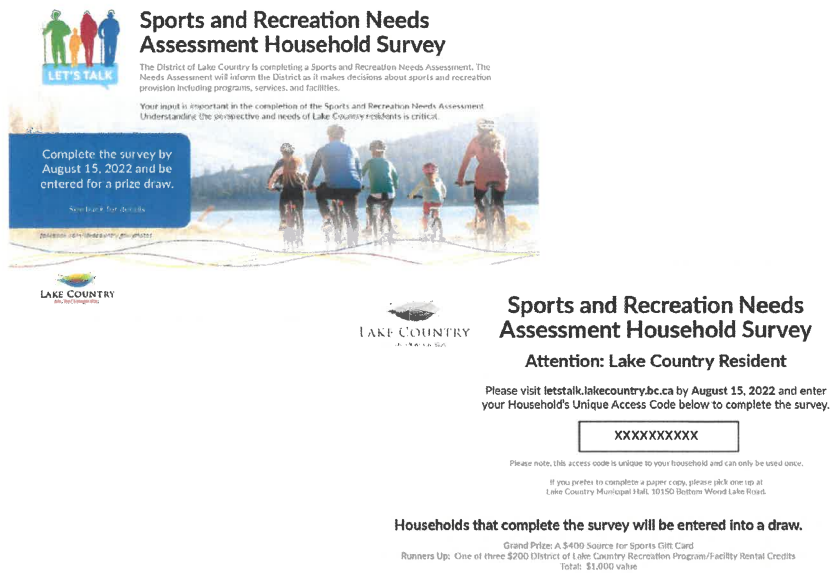
Engagement Tactics / Methods



Engagement Timing

- Most of the engagement will occur through November into early December.
 - Consulting team and Town staff working on specific dates, logistics and materials.
 - We want to avoid engagement fatigue and ensure the Parks and Recreation Master Plan engagement syncs with other engagement the Town is doing.
- Once we have a draft Master Plan (early 2023) we will go back to the community for review (open house and online).

Example of a "Coded" Survey Postcard



LET'S TALK
Sports and Recreation Needs Assessment Household Survey

The District of Lake Country is completing a Sports and Recreation Needs Assessment. The Needs Assessment will inform the District as it makes decisions about sports and recreation provision including programs, services, and facilities.

Your input is important in the completion of the Sports and Recreation Needs Assessment. Understanding the perspective and needs of Lake Country residents is critical.

Complete the survey by August 15, 2022 and be entered for a prize draw.
See back for details.

LAKE COUNTRY
A M.A.A. S.A.

Sports and Recreation Needs Assessment Household Survey
Attention: Lake Country Resident

Please visit letstalk.lakecountry.bc.ca by August 15, 2022 and enter your Household's Unique Access Code below to complete the survey.

XXXXXXXXXX

Please note, this access code is unique to your household and can only be used once.
If you prefer to complete a paper copy, please pick one up at Lake Country Municipal Hall, 10150 Bottom World Lake Road.

Households that complete the survey will be entered into a draw.

Grand Prize: A \$400 Source for Sports Gift Card
Runners Up: One of three \$200 District of Lake Country Recreational Program/Facility Rental Credits
Total: \$1,000 value

Why are we using this method?

- Provides a statistically representative sample.
- Mitigates special interests skewing results.
- Direct mail "call to action"

THANK YOU!

Questions?

**TOWN OF DRUMHELLER UTILITY RATE
MODEL ANALYSIS**

Presentation to Town of Drumheller Council

October 17, 2022

1

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

OVERVIEW

2

The Town of Drumheller retained InterGroup Consultants to develop a water and sewer utility rate model which ensures that:

- The model uses an acceptable methodology and allows systematic calculation of appropriate water and sewer utility rates to charge to ratepayers
- The rates show fair cost recovery by customer category and ensure financial sustainability of the utility
- The model allows rate adjustment flexibility as desired by the Town
- The rate model provide summary information in a clear and understandable fashion so it can be updated on an ongoing basis by the Town staff

This presentation provides an overview of the models and recommended rates.

2

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

UTILITY RATE MODEL – DEVELOPMENT APPROACH

3

The revenue requirements for the utilities were prepared for the period from 2023 to 2027 based on the following information and assumptions:

- Operation & Maintenance Expense based on the Town's budget
- Admin Overhead & Franchise Fees.
- Debt Service Cost: principal and interest payments for a utility capital infrastructure funded by long-term debt.
- Contribution to Existing and New Infrastructure Funding

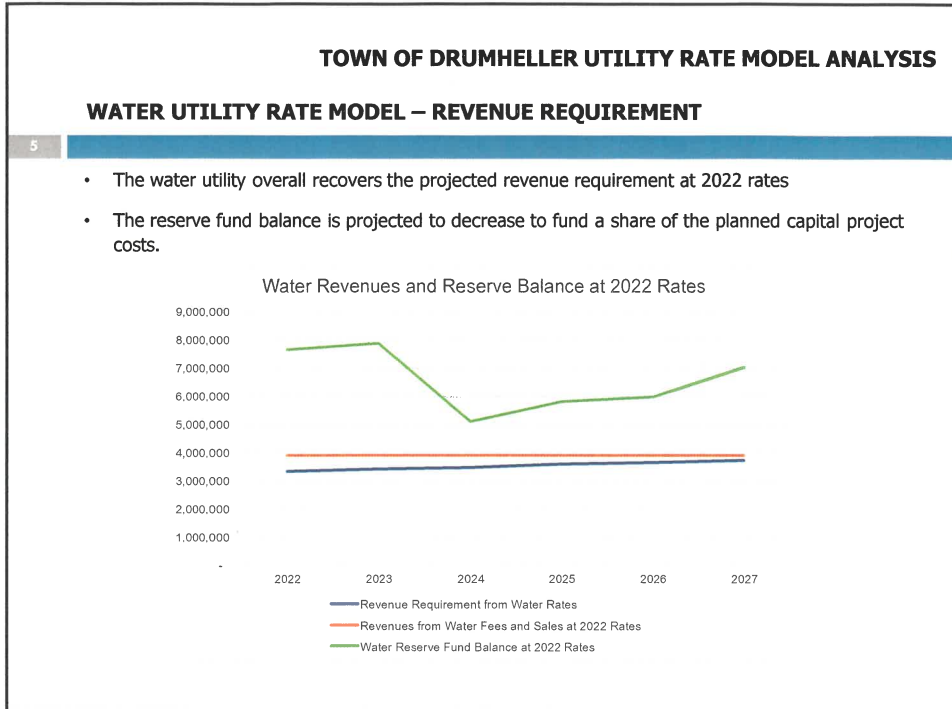
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TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

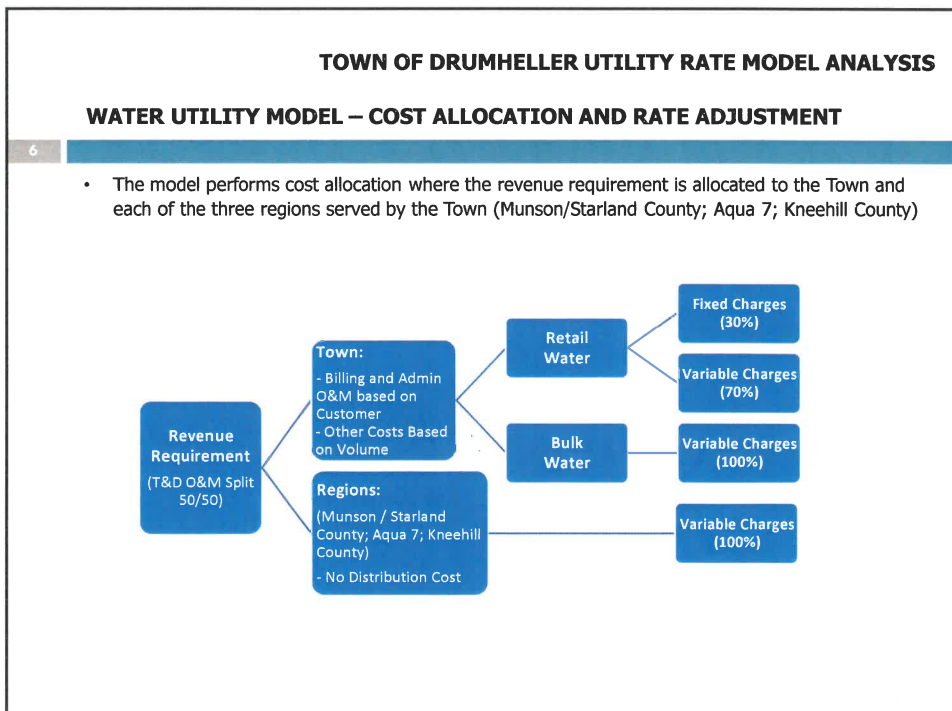
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Water Utility

4



5



6

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

WATER UTILITY MODEL – COST ALLOCATION AND RATE ADJUSTMENT

7

- The model compares revenue-cost coverage, or RCC ratio for the utility
- The utility overall fully recovers costs, indicating a surplus of 5% by 2027.

Description	2027	2027		
	Cost (\$)	Revenue at Existing Rates (\$)	RCC Ratio	Revenue vs. Cost Variance (\$)
Water Utility				
Total	3,719,294	3,896,641	105%	177,346

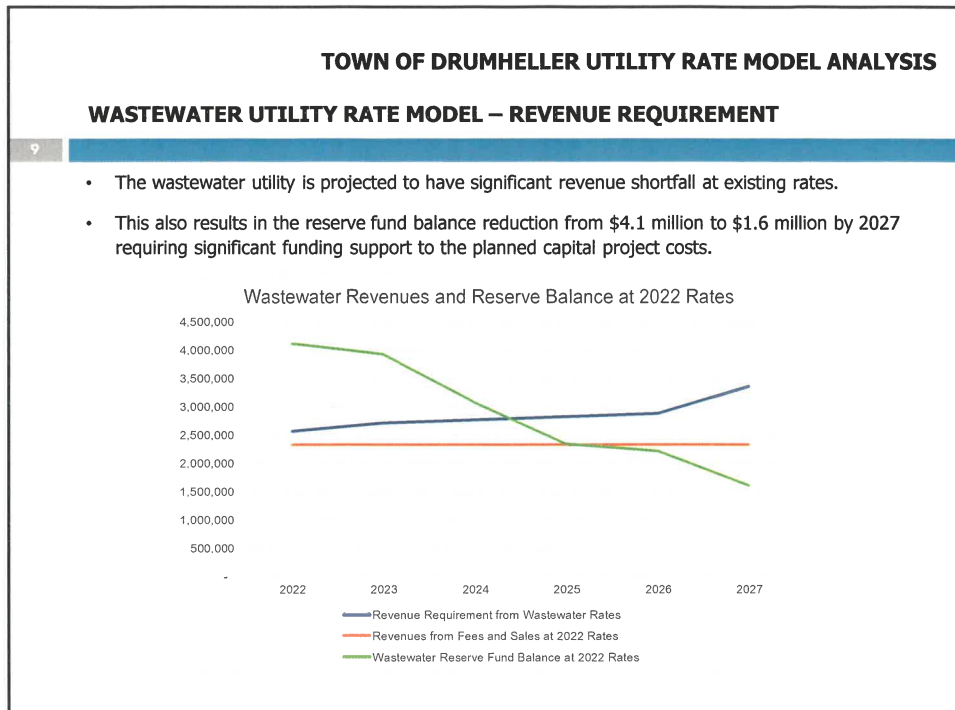
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TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

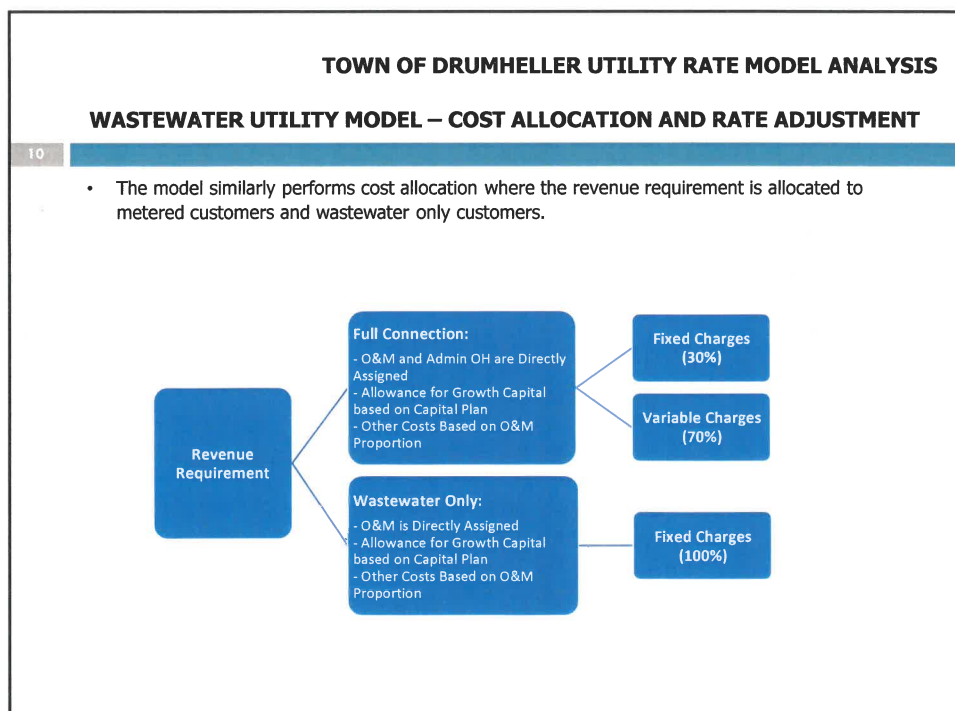
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Wastewater Utility

8



9



10

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

WASTEWATER UTILITY MODEL – COST ALLOCATION AND RATE ADJUSTMENT

11

- At the forecast 2027 revenue requirement the utility would be recovering only 69% of the required revenue.
- Metered (fully connected) customer rates are forecast to recover only 72% of the allocated costs, whereas “wastewater only” customer rates show only 26% recovery of the allocated costs.
- Full cost recovery for “wastewater only” customer group requires approximately four times increase to their current monthly rate (from \$41.22/month to \$160.05/month).

Description	2027 Financial Plan			
	Cost (\$)	Revenue at Existing Rates (\$)	RCC Ratio	Revenue vs. Cost Variance (\$)
Metered	3,113,499	2,256,398	72%	(857,101)
Wastewater Only	247,758	63,809	26%	(183,950)
Total	3,361,257	2,320,206	69%	(1,041,051)

11

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

12

Recommended Water and Wastewater Rate Proposals

12

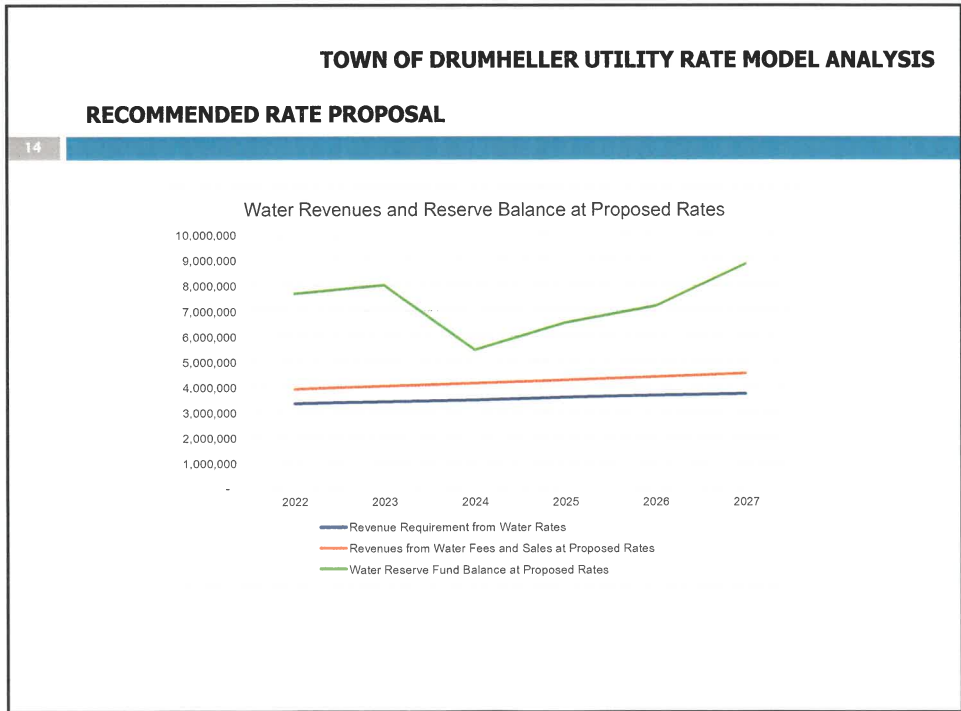
TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

RECOMMENDED RATE PROPOSAL

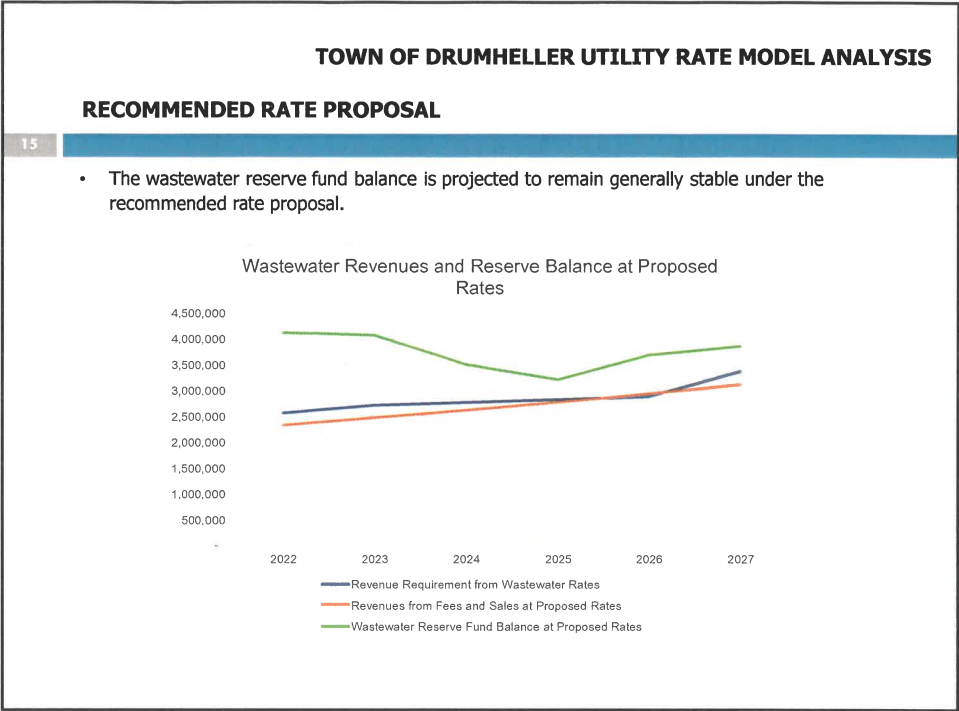
13

- A phased-in approach targeting full cost recovery for combined utilities by the end of the adjustment period (2027).
- Water revenue surplus to subsidize wastewater utility in transition. This avoids large scale multi-year increases for sewer service while transitioning it to the full recovery.
- Average annual rate increase of
 - 3.0% for water rates
 - 6.0% for wastewater rates

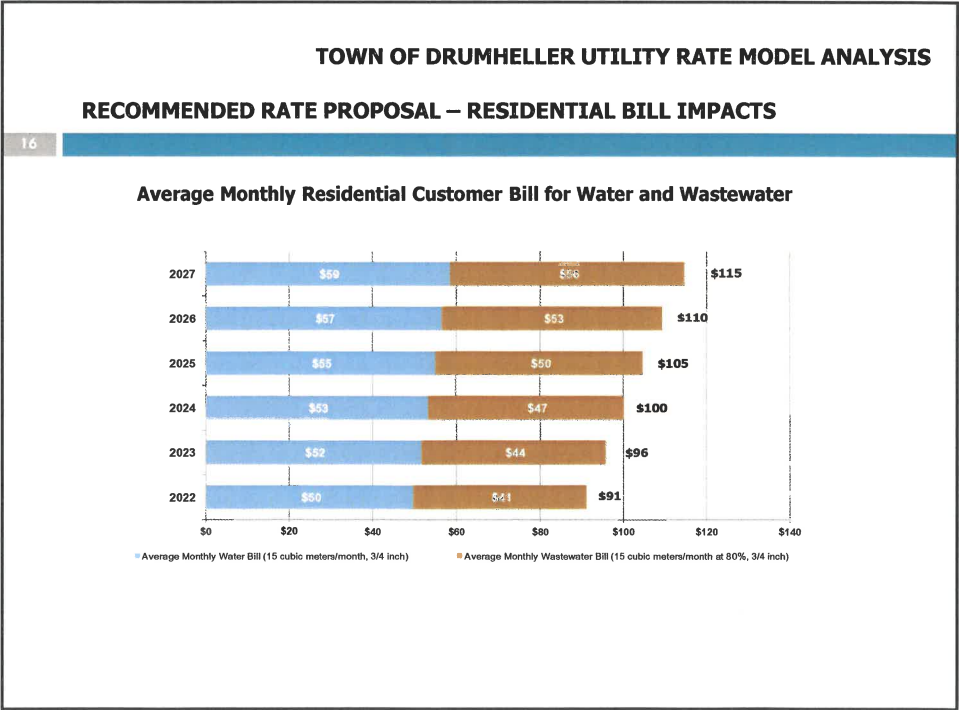
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14



15



16

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

RECOMMENDED RATE PROPOSAL

17

Table below shows the recommended rates for water service at annual rate increase of 3%.

Summary of Water Rate Options

	2022	2023	2024	2025	2026	2027
Proposed Rates						
Water Rates Per Cubic Meter						
Town						
Connected	2.1734	2.2557	2.3267	2.3997	2.4723	2.5519
Bulk Water	6.9624	7.1713	7.3864	7.6080	7.8362	8.2216
Regional						
Munson / Starland	1.8894	1.9039	1.9065	1.9091	1.9568	1.9943
Aqua 7	1.7000	1.7183	1.7723	1.8280	1.8832	1.9192
Kneehill County	2.1247	2.1884	2.2541	2.3217	2.3914	2.5090

17

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

RECOMMENDED RATE PROPOSAL

18

Table below shows the recommended rates for wastewater service at annual rate increase of 5%.

Summary of Wastewater Rate Options

	2022	2023	2024	2025	2026	2027
Proposed Rates						
Monthly Meter Charges						
Wastewater Only	41.22	43.69	46.31	49.09	52.04	55.16
Wastewater Rates Per Cubic Meter						
Town						
Connected	2.2765	2.4168	2.5684	2.7271	2.8907	3.0347

18

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

19

Waste/Recycling Utility

19

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

RECYCLING UTILITY MODEL

20

At the Town's request, InterGroup also prepared a separate model for utility treatment of waste and recycling service.

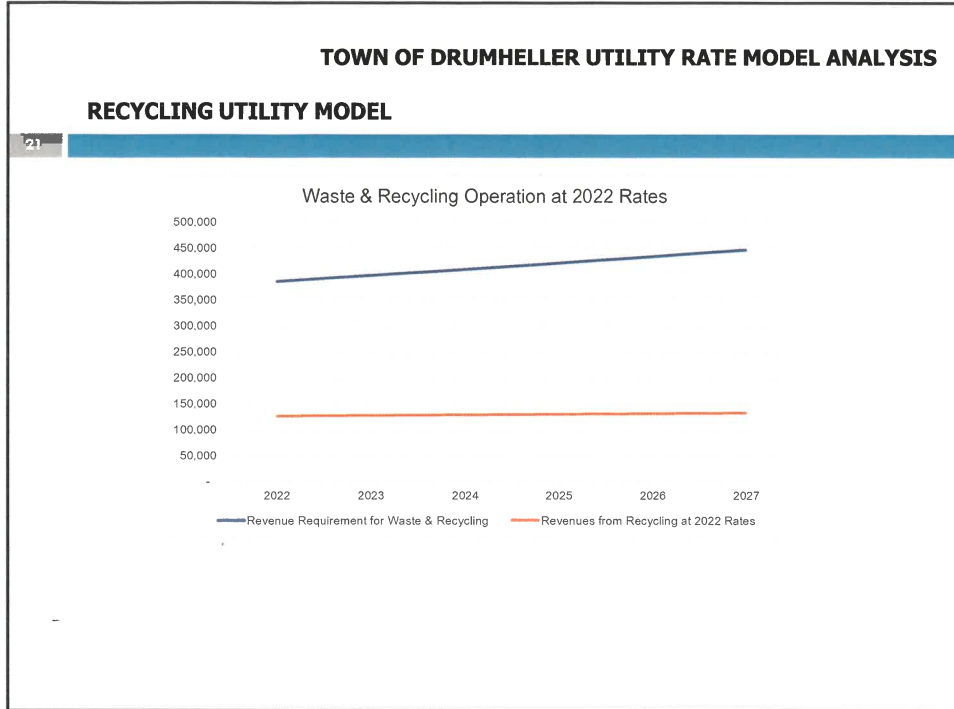
The model utilizes the same cash-needs approach for determining revenue requirement for the waste and recycling utility using the budget information provided by the Town.

With respect to revenues, all active utility accounts with the Town are currently charged \$3/month for recycling service.

Currently the budget for the service includes both waste collection/disposal and recycling service. However, the existing fees are only specific to recycling service.

This creates a utility revenue shortfall, which is funded by property taxes.

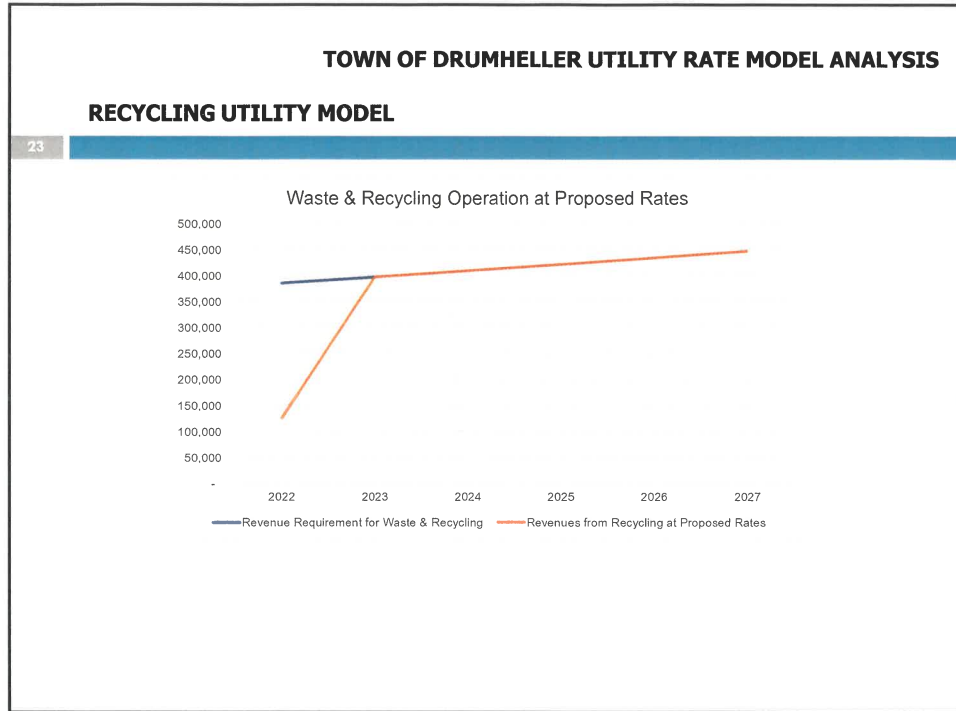
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21

- TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS**
- RECOMMENDED WASTE & RECYCLING RATE PROPOSAL**
- 22
- Full cost recovery for a new Waste & Recycling utility requires approximately three-fold increase to the current recycling fee. This increase is expected to be accompanied by reduction in tax revenues.
 - The recommended rate for 2023, when the new utility is established, is \$9.45/month followed by 3% per year adjustments as follows to recover annual revenue requirement of the Waste & Recycling utility:
 - 2023: \$9.45/month
 - 2024: \$9.64/month
 - 2025: \$9.83/month
 - 2026: \$10.03/month
 - 2027: \$10.23/month

22



23

TOWN OF DRUMHELLER UTILITY RATE MODEL ANALYSIS

24

QUESTIONS?

24

Quarterly Report for Emergency & Protective Services – 2022 Strategic Priorities Third Quarter

Name: Greg Peters Director of Emergency and Protective Services

Period: June - September 2022

Spring Emergency Management Readiness - Completed

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 table top 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.

In response to the anticipated low pressure weather event of the week of June 12 public works crews readied our flood mitigation equipment, sand bags were made for public dispersal and the Cao's office, communications and emergency and protective services were working closely together and in regular communication with our AEMA officer and the Dickson dam staff.

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 – For first reading July 4 & Public information open house October 13, 2022 at Badlands Community Facility

Municipal enforcement staff are continuing work on this draft and shall bring it back to council for further readings after public consultation and open house to be held in October.

Mutual Aid Agreements – Emergency and Fire Services – Incomplete but on schedule

The director has been in discussion with a contractor to complete this review and production of new agreements with our partners. The province will be extending the eligibility period to use grant funding we have and this is a project that these funds will cover. The contractor is working on it and it is incomplete but will be done.

Fire Chief Position – Completed

The CAO, HR manager and the director took part in the interview and hiring process. The new fire chief Derian Rosario as council knows started work August 22. He and former chief

Wade worked together during a transition period in later August into the first week of September. Derian has been working to acclimate himself to the new position and has many ideas and plans he wishes to implement. He and the director are enjoying a good working relationship and are presently reviewing the key box program and developing an up to date levels of service policy.

Prepared by:
Greg Peters
Director of Emergency and Protective Services

Approved by:
Darryl Drohomerski
Chief Administrative Officer

Infrastructure Services Quarterly Report Q3 – 2022 (Jul.1 - Sept. 30)

Strategic Priorities:

INFRASTRUCTURE

1. Flood Mitigation: Overall Project Involvement
 - a. Supporting the Flood Mitigation team through review process and attendance at meetings for various Flood Projects.
2. Beautification: 2022 Construction
 - a. Work on the 2022 Beautification work is complete.
 - b. Planning for 2023 Beautification projects is under way.
3. Demolition: Tender awarded in 3 parts for 5 sites on July 22. Projects are now completed except the old Health Centre.
 - a. A media event to kick off the old Health Centre demolition took place on Sept. 29.
4. Trail System: 2022 CN Trail Projects
 - a. First sections of the trail completed. Applied for Trans Canada Trail extension for the leased CN Trail section on Sept. 26.
5. Asset Management Plan: Inventory
 - a. Ongoing training for various staff, and development of GIS inventory logs.
 - b. Discussions held with AT-Bridges group regarding the jointly owned culverts in the jurisdiction.

Airport

Completed: Update of the Point of Sale system for fuel, repaired fuel leak in the piping system of the Airport fuel farm. Fuel was unavailable from: March 20 - April 9 for fuel leak testing; May 30 - July 13 for runway rehabilitation, Airport Paving Project completed, new Ride On Mower delivered, summer fly in activities were very successful.

In Progress: Approximately 39,000 litres remain in fuel tanks with a net of \$ 81,900 at the current sale price, Airport Lighting System project (primarily grant funded), planning for September Poker Run fly in activity.

Facilities

Completed: Winterized outdoor washrooms, WTP - Building Management Systems, floor coating for the Aquaplex dressing room, Arena dressing room painted, Fountain / Spray Park shut down - leak detected under fountain, outdoor pool shut down, monthly & annual fire suppression & fire extinguisher inspections, emergency lighting inspections, annual overhead door inspections & repairs, tri-annual facility inspections, installed Arena ice, including repairs & painting, BCF Boiler replacement awarded, Arena compressors & motors tendered, WTP exhaust fan replacement awarded, installed temporary Arena 5th Changing Room trailer.

In Progress: Routine maintenance & repairs, RFPs for Fire Hall Renovation & Town Hall Building Automation System posted, HVAC maintenance being conducted at all facilities.

Operations

Completed: Community Clean Up, Scatter Garden, Beautification – North entrance, ordered new vinyl banners to replace nylon ones, completed Dairy Queen parking lot, maintained ball diamonds, memorial bench installs at various locations, crack filling & landscaping at the Airport, two new ½ ton pick ups & new Ride On Mower arrived, Street Improvement Program completed, annual line painting, seasonal street sweeping, seasonal sidewalk & path maintenance, Branding - street signs replacement, seasonal alley grading, graveling & dust control, ditch grading & cleaning, tree planting, pruning & removal, decorative light repair

In Progress: RFQ – RWR Fencing & RFQ – Backhoe posted, heavy truck CVIP inspections & repairs, hoist inspections, seasonal equipment, repaired & serviced, routine repairs & maintenance of fleet vehicles & equipment including Fire Dept. & Valley Bus repairs.

Utilities

Completed: Monthly sewer flushing, Nacmine Forcemain project, Water Tower & Reservoir inspections, numerous work orders & line locates, water plant routine lab work & sample collection, meter installs & reads, WTP chemical ordering, monthly reporting to Alberta Environment, bi-weekly water & wastewater operator meetings, water main repairs, filter audit completed on all 4 filters, monthly sewer flushing, routine operation & testing at WWTP/WTP, weekly sewage hauling, wastewater routine lab work, lift station rounds & inspections, ordered/receive bulk wastewater chemicals.

In Progress: Cast Iron Replacement & Fire Looping Project, collecting data for Alberta Environment & Environment Canada for weather service.

Health & Safety

Report Type	Total	Total 2021	Q1	Q1 2021	Q2	Q2 2021	Q3	Q3 2021	Q4	Q4 2021
Incident	5	8	0	2	1	6	4	0		2
Accident	6	6	2	2	3	2	1	2		0
First Aid/Injury	6	11	3	2	2	3	1	6		3
Near Miss	6	6	1	3	0	2	5	1		2
Work Refusal	0	0	0	0	0	0	0	0		0
Total Number	23	31	6	9	6	13	11	9		7

Drumheller Municipal Airport (effective September 12, 2022)

Report Type	Total	Total 2021	Q1	Q1 2021	Q2	Q2 2021	Q3	Q3 2021	Q4	Q4 2021
Fuel Purchases	\$126,774.44 67,574 L	69,673	0	0	\$73,937.26 35,047 L	35,009	\$52,837.18 32,527.2 L	34,664		
Fuel Sales (Litres)	\$95,469.63 60,934 L	50484	14,160	N/A	\$17,009.22 9,412 L	17,651	\$78,460.41 37,362 L	32,833		
General Aviation	311	998	11	85	139	364	161	399		150
Visits/Overnight	129	146	4	N/A	42	52	83	83		11
Events	0	2	0	0	0	0	Poker Run Scheduled – Sept. 17	2		0

- Aircraft Landings do not account for commercial aircraft, including Fox Coulee Aviation, & aircraft after hours, estimated to be approximately 20%.
- AHS medical evacuation aircraft have averaged one per week.
- Sales include GST which, when rebated, provides an additional \$5,998.26 based on sales & fuel stock.

OPERATIONS	Target	2022 Total	2021 Total	2022 Q1	2021 Q1	2022 Q2	2021 Q2	2022 Q3	2021 Q3	2022 Q4	2021 Q4
Mechanical Services											
Work orders (WO)			164		46	78	56	215	62		
Tree Trimming											
Town Staff (Staff days)			68		54	4	12	4	2		
Contractor (days)			16		4	2	5	14	7		
Pot hole repair											
Town staff (Staff days)			20		16	11		5	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	376	442	112	120	120	114	144	123		85
Completed	357	434	110	119	103	109	144	121		85
Outstanding	19	8	2	1	17	5	0	2		0
Orders Completed	94.9%	98.2%	98.2%	99.2%	85.8%	95.6%	100%	98.4%		100%

Water & Wastewater Treatment Plant* (to Sept. 15, 2022)

	Total (YTD)	Total 2021	Q1 2022	Q1 2021	Q2 2022	Q2 2021	Q3 2022	Q3 2021	Q4 2022	Q4 2021
Water Treatment Plant (cubic meters)	1,320,387	1,282,015	307,234	270,902	443,790	333,672	505,688	382,361		295,080
Wastewater Treatment Plant (cubic meters)_	536,124	789,868	168,025	253,944	165,593	198,068	172,988	170,436		167,420
Line Locates	945	1,164	144	122	393	273	408	769		

Average daily flow water 5,145 m3 Average daily flow sewer 2,073 m3

OPERATIONS: SeeClickFix App (Q3 2022)

Request Category	Created in period	Ack	Closed	SLA length	% Closed within SLA	Overdue	Open	Overdue Not Closed
Community Clean up - Missed Pick up	1	0	1	1 day	100%	0	0	0
Abandoned Vehicle	2	2	2	3 days	50%	1	0	0
Animal Control	1	1	1	2 days	0%	0	0	0
Bylaw	29	24	28	2 weeks	86%	4	1	0
Bylaw - Vegetation	0	0	0	3 days	0%	0	0	0
Bylaw - graffiti	10	9	10	3 days	50%	5	0	0
Town Facilities & Buildings	6	6	6	5 days	67%	2	0	0
Garbage Collection - residential	2	0	2	1 day	0%	2	0	0
Parks Issues	13	7	13	5 days	85%	2	0	0
Roads - gravel surface	10	5	10	5 days	60%	4	0	0
Roads - paved surface	7	3	7	5 days	43%	4	0	0
Roads - pothole	1	0	1	days	100%	0	0	0
Roads - sidewalk issues	12	4	12	260 weeks	100%	0	0	0
Vegetation	45	17	44	52 weeks	100%	2	1	0
Water / Sewer - water quality	1	1	1	1 day	100%	0	0	0
Water/Sewer - water pressure	1	1	1	1 day	100%	0	0	0
Z- Other	22	20	20	2 days	30%	15	2	2

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

TITLE:	Resiliency and Flood Mitigation Program Quarterly Report
DATE:	October 17, 2022
PRESENTED BY:	Deighen Blakely, P. Eng., Flood Resiliency Program – Project Director
ATTACHMENTS:	n/a

This report covers the period from July 1 to September 30, 2022.

2022 Strategic Priorities (January 2022)

- Property Acquisition Policy Update
- LUB/MDP/DARP Amendments
- 2022 Dike Tenders
- 4-year work plan
- 2023 Dike Consultation

Land Purchase

- Floodway Buyout Program:
 - All properties identified for buyouts in Central Rosedale, West Rosedale, and Nacmine have been purchased (10 total); one house has been demolished to date, three have been sold for relocation and two additional houses are schedule for demolition in fall 2022.
 - Lehigh buyouts – six properties purchased to date in 2022, in addition to two purchased in past years, nine remaining. Of the purchased properties, one house has been demolished to date, with one more planned for fall 2022. Two homes have been sold for relocation.

Design

- Following June 6, 2022 Council update and decision, optimization of four berm projects has been completed (Midland, Newcastle, North Drumheller Grove Place and Willow Estates) and tender packages prepared.
- Optimization of berm projects planned for construction in 2023 (North Drumheller Michichi Creek East and West Berms, North Drumheller Hospital Berm Extension, East Coulee Berm and Downtown Berm (Phases 1 & 2)) will begin in September and will proceed through the fall.

Tenders

- Tenders for four berm projects (Midland, Newcastle, North Drumheller Grove Place and Willow Estates) closed in July. The tenders were in line with updated engineering cost estimates and were approved by Council in August.
- The first two packages for 2023 tenders will be issued in spring 2023, with the remainder to follow in the summer.

Construction

- Construction of four berm projects (Midland, Newcastle, North Drumheller Grove Place and Willow Estates) is underway. Work will proceed in 2022 until work is complete or

inclement weather halts work. Current schedule has final site clean-ups scheduled for spring 2023, so berms will be ready in time for flood spring season.

Grants & Budget

- Recent tender submissions indicate construction cost escalation has pushed the Flood Mitigation Program’s budget above the current available budget
- Additional Grant funding has been requested from the Federal Disaster Mitigation and Adaptation Fund during their November 2021 intake; however this request was rejected by the Federal Government.
- The Mayor and CAO have lobbied the Provincial Government for additional funding in May 2022 and again in September 2022.
- Application submitted to *Infrastructure Canada’s Natural Infrastructure Fund – Small Projects Stream* in September for one unfunded berm project.
- Council has directed the Flood Mitigation Office to optimize on berm designs to allow for as many berms as possible to be constructed under the available funding. This work is underway for the next round of berms.

LUB/MDP/DARP

- Updates to the Provincial Flood Hazard mapping are underway. The Town reviewed and provided comments to the Province on the Draft Flood Hazard Maps in August 2022. An opportunity for public review of the Draft Provincial Flood Hazard Maps is expected in Q4 2022. The LUB will be linked to these updated flood hazard maps, once finalized.

Communications

- Phone call inquiries responded to: **25**
- Email inquiries responded to: **33**
- Social media inquiries responded to: **68**
- Community engagement events: **6** with an estimated 180 in-person contacts during these events
- Landowner 1:1 consultations for 2023 projects scheduled to begin November 2022
- November 17, 2022 community engagement event planning underway

Report Writer:	Deighen Blakely, P. Eng.	CAO:	Darryl E. Drohomerski, C.E.T.
Position:	Project Director, Flood Resiliency Program		