



MINUTES
TOWN OF DRUMHELLER
COMMITTEE OF THE WHOLE

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

<https://www.youtube.com/watch?v=rM8p7vEhuN0>

IN ATTENDANCE

Mayor Heather Colberg

Councillor Patrick Kolafa

Councillor Crystal Sereda

Councillor Tony Lacher

Councillor Tom Zariski

Chief Administrative Officer – Darryl Drohomerski

Director of Emergency and Protective Services: Greg Peters

Director of Infrastructure: Dave Brett

Flood Mitigation Program Director: Deighen Blakely

Legislative Services: Denise Lines

Reality Bytes IT: David Vidal

REGRETS

Councillor Stephanie Price

APPROVED ABSENCE

Councillor Lisa Hansen-Zacharuk

1. **CALL TO ORDER**

The Mayor called the meeting to order at 4:31pm

2. **OPENING COMMENTS**

Public Safety in Construction Zones

Fire Department Open House – Thank you and congratulation for a successful Fire Prevention Week. Congratulations to our Drumheller Fire Department for a successful open house on Saturday. Approximately 550 people joined the event.

3. **ADDITIONS TO THE AGENDA**

4. **ADOPTION OF AGENDA**

4.1 Agenda for October 17, 2022 Committee of the Whole

M2022.218 Moved by Councillor Kolafa, Councillor Lacher;
to adopt the agenda for the October 17, 2022 Committee of the Whole meeting as presented.

Carried unanimously

5. MEETING MINUTES

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

Agenda attachment: Minutes for September 12, 2022

M2022.219 Moved by Councillor Sereda, Councillor Kolafa;
to approve the minutes for the September 12, 2022 Committee of the Whole meeting
as presented.

Carried unanimously

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

Agenda attachment: MPC + DDSF Minutes

M2022.220 Moved by Councillor Zariski, Councillor Lacher;
to accept as information the meeting minutes of the Municipal Planning
Commission and Drumheller and District Senior Foundation as presented.

Carried unanimously

6. DELEGATION

6.1 Drumheller and Region Transition Society (DARTS) Meteorites
Please visit their website for more information: <http://dartsdrumheller.ca/>

The Meteorites described their groups as “a group of people with Disabilities that practice self advocacy for independence.” Their name comes from “Meet Our Rights”.

A representative from the Fire Department will be going to a meeting Oct 26, 2022 to discuss safety.

Discussion Item

New Building: The new building was put on hold due to the pandemic; now that things are opening up there will be progress made in 2022 -23.

6.2 Travel Drumheller

Time Stamp: <https://youtu.be/rM8p7vEhuN0?t=1348>

Presentation by Julia Fielding, Executive Director

Drumheller Valley Presentation

The plan for this initiative is that it becomes an annual event and then extends throughout the year. This is an opportunity to celebrate the Valley

Agenda attachment: Presentation

7. COMMITTEE OF COUNCIL – DELEGATION

7.1 Drumheller Public Library - Bylaws Discussion

Time Stamp: <https://youtu.be/rM8p7vEhuN0?t=2049>

Library Board Representative - Cheryl McNeil, Secretary; Emily Hollingshead, Executive Director

A sub committee of the Board has been reviewing the Policies. They have researched other libraries policies as well as used the public library services branch guidelines to add missing information and items that need to be updated.

The Libraries Act allows for individual Boards to create bylaws about Safety and Use of the Facility, and the Terms and Conditions. The Board and Library take the safety of their patrons seriously. The scheduled time for masking in the library was kept in place to give Patrons an option for when they felt most comfortable to be in the library. This has been schedule has been reviewed and changed recently.

Council has suggested that the Board change the wording around the section called Admittance to/Conduct in the Building and on the Grounds; d) to have it align more with Alberta Health Services recommendations.

The Libraries Act says that Council can disallow the bylaws by a motion. This will trigger the Library Board to review the suggestions and resubmit the bylaws to Council if those so choose. A request for decision will be brought back to the Nov. 7, 2022 meeting.

Discussion Items:

Library Funding: Majority of the funding for the Library and Marigold services is provided by the Town.

Donation Opportunities for Online Lending: Can a donation system be set up for the online lending options such as Libby? These are third party programs; the questions will be brought to the Marigold representative.

Break: Called by the Mayor at 5:22pm

Returned to Session: 5:28pm

8. ADMINISTRATION REPORTS

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

8.1 Manager of Economic Development

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8.1.1 Housing Strategy Presentation

Time Stamp: <https://youtu.be/rM8p7vEhuN0?t=3655>

Presentation by Reg Johnston, Manager of Economic Development and Courtney Lawrence, ISL Engineering

The presentation lead by Courtney Lawrence from ISL Engineering gave an overview of the project.

From the slide presentation the project approach is:

Phase 1. Identifying Housing Needs

Phase 2. Developing Housing Actions

The 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 rate, affordability, core housing needs, anticipated housing needs and Statistics Canada, Alberta Rental Vacancy Survey, real estate boards and local Town data.

Discussion Items:

Local information: This project needs to have the most current local data. The local real estate agents should be able to contribute this information. The project will engage other stakeholders to contribute information.

Geared towards Drumheller: What type of housing does Drumheller need for the residents. Seniors housing is a concern. National trends will also be taken into consideration as to the type of housing that could be build to attract more residents to the Town.

Key Performance Indicators (KPI's): Measurement tools will be important to project and its success.

Community Engagement Event Scheduled for November 22, 2022 at the Badlands Community Facility.

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

8.2 Manager of Recreation, Arts and Culture

8.2.1 Town of Drumheller Parks and Recreation Master Plan 2023-2043: Engagement

Time Stamp: <https://youtu.be/rM8p7vEhuN0?t=6705>

Presentation by Darren Goldthorpes, Manager of Recreation, Arts and Culture and Stephen Slawuta, RC Strategies

From the presentation slides.

Key goals for the Drumheller Recreation 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 (eg. cost recovery, optimizing current facilities, addressing gaps, etc)

Provide Council an Administration with a long-term strategic plan that can inform future decision making and resource allocation.

Discussion Items

Community Stakeholders: Engage community users groups and private enterprise organizations like the golf course and bowling alley. Utilize the Chamber to gather information.

Information from other Strategies: Combine the information gathered from the Housing Strategy and the Social Needs Assessment to feed into the Recreation plan.

Adaptability: A good strategy is adaptable and allows the plan to evolve depending on the needs of the community.

Cost recovery information: RC Strategies is helping with this report. It will be brought to a November meeting

Community Engagement Event is planned for November 22, 2022 at the Badlands Community Facility.

Agenda attachment: Presentation

8.3 Director Of Corporate and Community Services

8.3.1 Utility Rate Model: Water, Wasterwater and Waste/Recycling

Time Stamp: <https://youtu.be/rM8p7vEhuN0?t=8200>

6:44pm

Presentation by Hayitbay Mahmudov, InterGroup Consultants Ltd.

Information taken from the presentation.

InterGroup Consultants were retained to develop a water and sewer rate model for 2023-2027 to replace the expiring model. This model is created to ensure:

- that an acceptable methodology is used and a systematic calculation of appropriate water and sewer rates are charged.
- that the rates show fair cost recovery by customer category
- financial sustainability of the utility
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A phased-in approach targeting full cost recovery for combined utilities by the end of the adjustment period in 2027. Water revenue surplus to subsidize wastewater utility in transition to avoid large scale multi-year increased for sewer seivce while transitioning it to the full recovery.

Average annual rate increase of 3.0% for water rates and 6.0% for wastewater rates.

Recycling Utility Model

Currently the budget model for the service includes both waste collection/disposal and recycling service. The existing fees are only specific to recycling service. This creates a utility revenue shortfall, which is funded by property taxes. The recommended rate for 2023, when the new utility is established, is \$9.45/month followed by 3% per year adjustments to recover annual revenue requirement of the Waste and Recycling Utility.

Discussion Items:

Reserves: Where do the reserves need to be for the Town. A reserves policy will be brought forward in the future.

Bills: The waste/recycling charge will be removed from the property tax bill, added to the utility bill and broken out to show the charges. This is how most municipalities have their bills set up and creates a more equitable payment schedule.

9. QUARTERLY REPORTS

9.2 Director of Emergency and Protective Services

Time Stamp: <https://youtu.be/rM8p7vEhuN0?t=10938>

Traffic Bylaw: Can be sent to gpeters@drumheller.ca

Agenda attachment: Quarterly Report

9.3 Director of Infrastructure

Outdoor Bathrooms: The outdoor bathrooms have been winterized. There is a schedule that is followed because the weather is unpredictable and if it turns there are other activities that will staff will have to focus on.

Agenda attachment: Quarterly Report

9.4 Resilience and Flood Mitigation Project Director

Construction: Vibrational monitoring is ongoing on all 4 sites; none have exceeded regulated levels. The construction timelines are based on the seasonal weather but also the environmental regulations for wildlife.

Construction Staff: Some people are staying in Drumheller; some are commuting. There is not data on that information.

Agenda attachment: 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

M2022.221 Moved by Councillor Lacher, Councillor Sereda;
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
Time: 7:50pm

Carried unanimously

M2022.222 Moved by Councillor Lacher, Councillor Sereda;
to open the meeting to the public.
Time: 8:21pm

Carried unanimously

11. ADJOURNMENT

M2022.223 Moved by Councillor Zariski, Councillor Kolafa
to adjourn the meeting. Time 8:21pm

Carried unanimously


MAYOR


CHIEF ADMINISTRATIVE OFFICER