



TOWN OF DRUMHELLER
COMMITTEE OF THE WHOLE MEETING

AGENDA

TIME & DATE: 4:30pm, Monday September 11, 2023

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

1. CALL TO ORDER

2. OPENING COMMENTS

Introduction of Rick Ladouceur, Manager of Recreation, Arts and Culture

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for September 11, 2023 Committee of the Whole Meeting

Proposed Motion: Move to adopt the agenda for the September 11, 2023 Committee of the Whole meeting as presented.

5. MEETING MINUTES

5.1 Minutes for June 12th, 2023, Committee of the Whole meeting as presented.

[Committee of the Whole Meeting – June 12th, 2023 - Minutes](#)

Proposed Motion: Move to approve the minutes for the June 12th, 2023, Committee of the Whole meeting as presented.

COUNCIL BOARDS AND COMMITTEES

DELEGATIONS

COUNCIL REPORTS

6. REPORTS FROM ADMINISTRATION

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

EMERGENCY AND PROTECTIVE SERVICES

7.1 Director of Emergency and Protective Services Communications Department

7.1.1 Briefing Note: Paid Parking Program Update and Presentation

[Briefing Note](#)

INFRASTRUCTURE DEPARTMENT

8. CLOSED

- 8.1 Strategic Planning
FOIP 16 – Disclosure harmful to business of a third party
FOIP 23 – Local public body confidences
FOIP 24 – Advice from Officials

Proposed Motion: That Council close the meeting to the public to discuss strategic planning as per FOIP 16 – Disclosure harmful to business of a third party; FOIP 23 (1) – Local public body confidences, FOIP 24 (1) – Advice from Officials

9. ADJOURNMENT

Proposed Motion: Move to adjourn the meeting.



TOWN OF DRUMHELLER
COMMITTEE OF THE WHOLE MEETING

MINUTES

TIME & DATE: 4:30pm, Monday June 12, 2023

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

IN ATTENDANCE

Mayor Heather Colberg	Chief Administrative Officer: Darryl Drohomerski
Councillor Patrick Kolafa	Director of Corporate and Community Services: Mauricio Reyes
Councillor Stephanie Price	Director of Infrastructure: Dave Brett
Councillor Tony Lacher	Director of Emergency and Protective Services: Greg Peters
Councillor Crystal Sereda	Flood Mitigation Project Manager: Deighen Blakely
Councillor Lisa Hansen-Zacharuk	Communication Officer: Brett Crowle (Regrets)
Councillor Tom Zariski	Legislative Services: Denise Lines
	Reality Bytes IT: David Vidal
	Recording Secretary: Mitchell Visser

1. CALL TO ORDER

The Mayor called the meeting to order at 4:31 PM.

2. OPENING COMMENTS

Congratulations to volunteers and organizers of the 25th Anniversary of Boogie in the Badlands and Chainsaw Wizards - Tree Carving Event.

East Coulee Berm Walking Tour will be meeting at Town Wastewater Plant - June 13, 2023 at 5:00 PM.

Congratulations to volunteers and organizers of the 2023 Drumheller Celebration of Excellence held June 8, 2023.

Watermain Renewal Project – portion of Highway 575 from Highway 9/56 to Elgin Hill Road will be closed in both direction for approximately two weeks from Thursday June 15th to Thursday June 29th. Traffic will be detoured along 3rd Avenue W between Highway 9/56 and Ploeg Street.

3. ADDITIONS TO THE AGENDA

No additions to the Agenda.

4. ADOPTION OF AGENDA

4.1 Agenda for June 12th 2023, Committee of the Whole Meeting.

M2023.138 Moved by Councillor Hansen-Zacharuk, Councillor Lacher that Council adopt the agenda for the June 12, 2023, Committee of the Whole Meeting, as presented.

CARRIED UNANIMOUSLY

5. MEETING MINUTES

5.1 Minutes for May 8th, 2023, Committee of the Whole Meeting.

Agenda attachment: Committee of the Whole Meeting - May 8th, 2023 - Minutes

M2023.139 Moved by Councillor Price, Councillor Kolafa that Council approve the minutes for the May 8, 2023, Committee of the Whole Meeting, as presented.

CARRIED UNANIMOUSLY

6. COUNCIL REPORTS

6.1 Drumheller & District Solid Waste Management Association
Extended Producer Responsibility (EPR) in Alberta.

The Chief Administrative Officer presented on the implications of Extended Producer Responsibility (EPR) in the Province of Alberta.

EPR ensures producers of products and packaging bear responsibility for ensuring those products and packages are properly managed at the end of their lifecycle.

7. REPORTS FROM ADMINISTRATION

7.1 Director of Infrastructure Services.

7.1.1 Briefing Note: bids & tenders – Digital Procurement Platform Implementation.

The Director of Infrastructure presented on the implementation of the digital procurement platform, bids and tenders, as a means of streamlining administration and aligning with current industry standards.

7.1.2 Briefing Note: CN Rails to Trails – Operational Work Plan and Task Force Committee Extension Request.

The Director of Infrastructure presented an update on the 2023 construction season for the CN Rails and Trails project.

New trail development will focus on the area between 5th Street E and Highway 9/56.

8. CLOSED

- 8.1 Bylaw and Policy Development, Third Party Contracts;
FOIP 16 – Disclosure harmful to business of a third party
FOIP 23 (1) – Local public body confidences
FOIP 24 (1) – Advice from Officials

- M2023.140 Moved by Councillor Sereda, Councillor Price
That Council close the meeting to the public to discuss bylaw and policy development, third party contracts as per FOIP 16 – Disclosure harmful to business of a third party; FOIP 23 (1) – Local public body confidences, FOIP 24 (1) – Advice from Officials.

CARRIED UNANIMOUSLY

Meeting was closed to the public at 5:21 PM.

- M2023.141 Moved by Councillor Lacher, Councillor Hansen-Zacharuk
That Council open the meeting to the public.

CARRIED UNANIMOUSLY

Meeting was opened to the public at 9:19 PM.

9. ADJOURNMENT

M2023.142 Moved by Councillor Sereda, Councillor Price
That Council adjourn the meeting.

CARRIED UNANIMOUSLY

Meeting was adjourned at 9:20 PM.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

BRIEFING NOTE

DATE:	September 11, 2023
TITLE:	Paid Parking Program
DEPARTMENT:	Emergency and Protective Services
PRESENTED BY:	Greg Peters, Director of Emergency & Protective Services
ATTACHMENT:	N/A

INTRODUCTION / PURPOSE / PRIORITY

Emergency & Protective Services is providing a briefing note as an update on the process made to launch the 2023 Pilot Paid Parking program.

BACKGROUND / PROBLEM

Drumheller continues to experience record numbers of visitors. Increased visitation places a heavy demand on municipal and infrastructure services, creating challenges for staff and municipal enforcement to maintain appropriate standards of service. In light of these costs which will increase with time, Council directed Administration to implement a paid parking system that would operate annually from May 1 to October 31. This is an unused and unexplored source of revenue to help alleviate further strain on municipal resources. These funds will not be held in surplus, the funds raised from the paid parking program will assist in maintaining existing services that are challenged by the influx of people to the valley.

KEY POINTS / STATUS

To implement this program there are many different elements. This is a list of activities and the status of the program.

- As similar programs have been implemented in other communities HotSpot has been able to provide information about their experience with rolling out the program. Our Communications Department has also done research into the programs in other municipalities.
- We are still gathering feedback from the community and have not made a final decision on when the paid parking program will begin.
- We have created a website with information about the program which, when complete, will be the landing page that residents will use to register their vehicles and go to for Park Parking information.
- Emergency and Protective Services will be at the Recreation, Arts & Wellness Exhibit on Wednesday September 13th taking questions and gathering feedback. There will be an online link available for people to share their feedback. This booth will contain information regarding the project including a sample of the signage, and attendees will have the opportunity to engage directly with our Emergency and Protective Services team with any questions and provide any feedback they may have.
- Travel Drumheller and Drumheller and District Chamber of Commerce have provided productive feedback and suggestions about the program.

IMPLICATIONS / CONSEQUENCES

A paid parking program is new for the Town of Drumheller. This project is a Council priority and is in alignment with Council's strategic goals of fiscal responsibility. New parking systems now exist, and the parking industry is changing. To not have paid parking closes off a potential revenue stream and places further burdens on the valley taxpayers for the maintenance of infrastructure and any improvements considered.

FINANCIAL

In recent years, the Town of Drumheller has seen an increase in visitors to the Valley, and this demand has put a strain on the existing infrastructure and services. The Paid Parking Program is intended to generate revenue to assist with necessary upgrades of our tourist attractions and infrastructure maintenance.

COMMUNICATIONS

A letter has been circulated to those that will be directly affected by the Paid Parking Program including businesses, residents, Travel Drumheller and the Drumheller and District Chamber of Commerce.

Social media sites and a media release were updated with information on the Program.

The informational webpage containing program-specific details and a link to provide feedback online will be going live on Monday, September 11, 2023.

The Paid Parking Program information booth will be set up at the Recreation, Arts & Wellness Exhibit on September 13, 2023, from 4:00pm – 7:00pm at the Badlands Community Facility.

Administration will bring back a What We Heard Report to Council in October 2023.