



TOWN OF DRUMHELLER
REGULAR COUNCIL MEETING

AGENDA

TIME & DATE: 4:30 PM – Monday March 4, 2024

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

1. CALL TO ORDER

2. OPENING COMMENTS

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for March 4, 2024 Regular Meeting

Proposed Motion: That Council adopt the agenda for the March 4, 2024 Regular Council meeting as presented.

5. MEETING MINUTES

5.1 Minutes for February 26, 2024 Regular Council as presented.

[Regular Council Meeting – February 26, 2024 - Minutes](#)

Proposed Motion:

Move that Council approve the minutes for the February 26, 2024, Regular Council meeting as presented.

6. DELEGATION

6.1 Wild Rose Assessments Service Inc.

[Presentation](#)

COUNCIL BOARDS AND COMMITTEES

7. **THREE PUBLIC HEARINGS TO COMMENCE AT 5:30 PM**

7.1 Proposed Bylaw 06.24 Rosedale, Mabbott Rd, Road Closure (Right of Way)

[Link to RFD + Proposed Bylaw 06.24](#)

1. Mayor Opens the Public Hearing and Introduces the Matter

2. Presentation of Information – Chief Administrative Officer

3. Rules of Conduct for Public Participation

All the material related to Public Hearing will be documented and taken into consideration and sent to Alberta Transportation.

4. Public Participation - Registered to Present Remotely

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

6. Public Participation - Written Submissions

7. Final Comments

8. Mayor to Call for Public Hearing to Close.

7.2 Proposed Bylaw 07.24 Rosedale, Pinter Drive, Road Closure (Right of Way)

[Link to RFD + Proposed Bylaw 07.24](#)

1. Mayor Opens the Public Hearing and Introduces the Matter

2. Presentation of Information – Chief Administrative Officer

3. Rules of Conduct for Public Participation

All the material related to Public Hearing will be documented and taken into consideration and sent to Alberta Transportation

4. Public Participation - Registered to Present Remotely

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

6. Public Participation - Written Submissions

7. Final Comments

8. Mayor to Call for Public Hearing to Close.

7.3 Proposed Bylaw 09.24 Rosedale 1st Ave S, Road Closure (Right of Way)

[Link to RFD + Proposed Bylaw 09.24](#)

1. Mayor Opens the Public Hearing and Introduces the Matter
 2. Presentation of Information – Chief Administrative Officer
 3. Rules of Conduct for Public Participation
- All the material related to Public Hearing will be documented and taken into consideration and sent to Alberta Transportation.
4. Public Participation - Registered to Present Remotely
 5. Public Participation – Pre - Registered to Present In Person
 6. Public Participation - Written Submissions
 7. Final Comments
 8. Mayor to Call for Public Hearing to Close.

8. REPORTS FROM ADMINISTRATION

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

8.1 Chief Administrative Officer

8.1.1 Request for Decision: Proposed Bylaw 11.24 North Drumheller, Berm 'C' Grove Plaza Public Utility Lot (P.U.L.)

[Request for Decision + Bylaw](#)

Proposed Motion:

Moves that Council gives First Reading to Bylaw 11.24 North Drumheller, Grove Plaza P.U.L to convert the Lands in Berm 'C' to a Public Utility Lot.

Proposed Motion:

Moves that Council gives Second Reading to Bylaw 11.24 North Drumheller, Grove Plaza P.U.L to convert the Lands in Berm 'C' to a Public Utility Lot.

Proposed Motion:

Moves that Council give unanimous consent for third reading to Bylaw 11.24 North Drumheller, Grove Plaza P.U.L.

Proposed Motion:

Moves that Council gives Third and Final Reading to Bylaw 11.24 North Drumheller, Grove Plaza P.U.L to convert the Lands in Berm 'C' to a Public Utility Lot.

8.2 Flood Resiliency Project Director

- 8.2.1 Request for Decision: Certificate of Approval and Resolution for Expropriation pertaining to a Partial Parcel for Berm Construction affecting Meridian 4 Range 20 Township 29 Section 10 that portion of the northerly 150 feet of the south east quarter which lies to the north east of a strip of land 25 feet wide adjoining the Red Deer River as shown on the Township Plan approved at Ottawa 30 September 1930 containing 0.441 of a hectare (1.09 acres) more or less
129 9 Street Northwest, Drumheller

[Request for Decision](#)

Proposed Motion:

Moves that Council approve the Certificate of Approval and Resolution for Expropriation pertaining to a portion of the parcel of land described as Meridian 4 Range 20 Township 29 Section 10 that portion of the northerly 150 feet of the south east quarter which lies to the north east of a strip of land 25 feet wide adjoining the Red Deer River as shown on the Township Plan approved at Ottawa 30 September 1930 containing 0.441 of a hectare (1.09 acres) more or less; Title 181 197 602.

8.2 Manager of Economic Development

- 8.2.1 Request for Decision:
Town of Drumheller, Affordable Housing Needs Assessment

[Request for Decision](#)

Proposed Motion:

Moves that Council direct the Chief Administrative Officer to provide municipal endorsement for the Town of Drumheller Affordable Housing Needs Assessment.

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

8.3 Director of Corporate and Community Services Department

- 8.3.1 Request for Decision: 2024 Community Development and Social Planning Budget Reallocation

[Request for Decision](#)

Proposed Motion:

Move that Council approve the reallocation of \$60,000 from the 2024 Community Development and Social Planning Department salaries to grants for community groups, thus resulting in an increase to Family and Community Social Services grant funding for community groups from \$40,000 to \$100,000 for 2024.

EMERGENCY AND PROTECTIVE SERVICES

INFRASTRUCTURE DEPARTMENT

8.4 Acting Director of Infrastructure

8.4.1 Request for Decision:

Tender Award: North Drumheller River Crossing Recommendation

[Request for Decision](#)

Proposed Motion:

Moves that the award for the North Drumheller River Crossing Request Tender be awarded to Wilco Contractors Southwest Inc for the amount of \$3,421,627.50 excluding GST.

Proposed Motion:

Moves that an additional \$50,000 be transferred from Water Reserves to the North Drumheller River Crossing – Water Project to make up for the budget shortfall.

CLOSED SESSION

9. ADJOURNMENT

Proposed Motion: That Council adjourn the meeting.



TOWN OF DRUMHELLER
REGULAR COUNCIL MEETING

MINUTES

TIME & DATE: 4:30 PM – Monday, February 26, 2024

LOCATION: Council Chambers, 224 Centre St and ZOOM Platform and
[Live Stream on Drumheller Valley YouTube Channel](#)

IN ATTENDANCE

Mayor Heather Colberg
Councillor Patrick Kolafa
Councillor Stephanie Price
Councillor Tony Lacher
Councillor Crystal Sereda
Councillor Lisa Hansen-Zacharuk
Councillor Tom Zariski

Chief Administrative Officer: Darryl Drohomerski
Director of Corporate & Community Services: Victoria Chan
Acting Director of Infrastructure: Kevin Blanchett
Dir. of Emergency and Protective Services: Greg Peters
Flood Mitigation Project Manager: Deighen Blakely
Communication Officer: Bret Crowle
Reality Bytes IT: David Vidal
Recording Secretary: Denise Lines

1. CALL TO ORDER

Mayor Colberg called the meeting to order at 4:30 PM

2. OPENING COMMENTS

Fire Department Awards Ceremony took place on Saturday, February 24th. Thank you to all the volunteers.

The Badlands Trail Society Annual General Meeting (AGM) will be February 29th at the Drumheller Legion, 5pm-6pm.

Chamber of Commerce AGM will be March 5th at the Badlands Community Facility (BCF), 7pm.

Cold Bones Festival took place on Saturday, February 24th. – Thank you to the organizers of the Festival. Other activities over the weekend included the Badlands Amphitheatres, Global Fest Fireworks

Swearing in Councillor Lacher as Deputy Mayor – March and April 2024

3. ADDITIONS TO THE AGENDA

No additions to the Agenda.

4. ADOPTION OF AGENDA

4.1 Agenda for Monday, February 26, 2024, Regular Council Meeting

M2024.81 Moved by Councillor Hansen-Zacharuk, Councillor Price that Council adopt the agenda for Monday, February 26, 2024, Regular Council meeting as presented.

CARRIED UNANIMOUSLY

5. MEETING MINUTES

5.1 Minutes for Tuesday, February 20, 2024 Regular Council Meeting

Agenda Attachment: Regular Council Meeting – Tuesday, February 20, 2024 - Minutes

M2024.82 Moved by Councillor Lacher, Councillor Kolafa that Council approve the minutes for the February 20, 2024 Regular Council Meeting as presented.

CARRIED UNANIMOUSLY

DELEGATION

COUNCIL BOARDS AND COMMITTEES

6. REPORTS FROM ADMINISTRATION

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Chief Administrative Officer

6.1 Flood Resiliency Project Director
Timestamp: [8:27](#)

6.1.1 Request for Decision:

Resolution for Expropriation and Notice of Intention to Expropriate a Partial Parcel for Berm Construction affecting Plan Nacmine 7125DD, Block "B", Excepting that portion which lies to the east of a line drawn parallel with and one hundred and three (103) feet perpendicularly distant north westerly from the south easterly boundary of said block 44 2 Avenue, Nacmine

Agenda Attachment: Request for Decision + Resolution; Notice of Intention to Expropriate

M2024.83 Moved by Councilor Zariski, Councillor Hansen-Zacharuk that Council approve the Resolution for Expropriation and Notice of Intention to Expropriate pertaining to a portion of land described as Plan Nacmine 7125DD, Block "B", Excepting that portion which lies to the east of a line drawn parallel with and one hundred and three (103) feet perpendicularly distant north westerly from the south easterly boundary of said block; Title Number 061 102 801.

CARRIED UNANIMOUSLY

6.1.2 Request for Decision:

Resolution for Expropriation and Notice of Intention to Expropriate a Partial Parcel for Berm Construction affecting Plan Nacmine 7125DD, that portion of the south easterly thirty one and forty hundredths (31.40) metres in perpendicular width of Block "B" which lies to the north east of the south west twenty two and eighty six hundredths (22.86) metres of the said Block "B", excepting thereout: Subdivision Plan 9312239 containing 0.072 hectares (0.180 acres) more or less.

287 1 Street, Nacmine

Agenda Attachment: Request for Decision + Resolution; Notice of Intention to Expropriate

M2024.84 Moved by Councillor Sereda, Councillor Hansen-Zacharuk that Council approve the Resolution for Expropriation and Notice of Intention to Expropriate pertaining to a portion of land described as Plan Nacmine 7125DD, that portion of the south easterly thirty one and forty hundredths (31.40) metres in perpendicular width of Block "B" which lies to the north east of the south west twenty two and eighty six hundredths (22.86) metres of the said Block "B", excepting thereout: Subdivision Plan 9312239 containing 0.072 hectares (0.180 acres) more or less; Title Number 001 142 256.

CARRIED UNANIMOUSLY

6.1.3 Request for Decision:

Resolution for Expropriation and Notice of Intention to Expropriate a Partial Parcel for Berm Construction affecting That portion of the north west quarter of Section 8 Township 29 Range 20 West of the 4 Meridian described as follows: commencing at the point of intersection of the north easterly limit of 3 Avenue with the northerly production of the north westerly limit of 3 Street as said avenue and street are shown on Plan Nacmine 7125DD thence northerly along said production of said limit of 3 Street to the right bank of the Red Deer River shown on Plan 53/46 thence westerly along said right bank to its intersection with the said north easterly limit of 3 Avenue thence south easterly along said limit to the point of commencement containing 0.648 hectares (1.6 acres) more or less

301 3 Street, Nacmine

Agenda Attachment: Request for Decision + Resolution; Notice of Intention to Expropriate

M2024.85 Moved by Councillor Kolafa, Councillor Lacher
Moves that Council approve the Resolution for Expropriation and Notice of Intention to Expropriate pertaining to a portion of land described as that portion of the north west quarter of Section 8 Township 29 Range 20 West of the 4 Meridian described as follows: commencing at the point of intersection of the north easterly limit of 3 Avenue with the northerly production of the north westerly limit of 3 Street as said avenue and street are shown on Plan Nacmine 7125DD thence northerly along said production of said limit of 3 Street to the right bank of the Red Deer River shown on Plan 53/46 thence westerly along said right bank to its intersection with the said north easterly limit of 3 Avenue thence south easterly along said limit to the point of commencement containing 0.648 hectares (1.6 acres) more or less;
Title Number 191 049 429.

CARRIED UNANIMOUSLY

6.1.4 Request for Decision:
Resolution for Expropriation and Notice of Intention to Expropriate One Parcel for Berm Construction affecting Lot 18A, Block 10, Plan 9410239
492 Railway Avenue, Rosedale

Agenda Attachment: Request for Decision + Resolution; Notice of Intention to Expropriate

M2024.86 Moved by Councillor Lacher, Councillor Sereda
that Council approve the Resolution for Expropriation and Notice of Intention to Expropriate pertaining to the parcel of land described as Lot 18A, Block 10, Plan 9410239; Title Number 201 030 219.

CARRIED UNANIMOUSLY

6.1.5 Request for Decision:

Resolution for Expropriation and Notice of Intention to Expropriate of a Partial Parcel for Berm Construction affecting Lot 6A, Block 10, Plan 0610286
503 Railway Avenue, Rosedale

Agenda Attachment: Request for Decision + Resolution; Notice of Intention to Expropriate

M2024.87 Moved by Councillor Price, Councillor Hansen-Zacharuk
that Council approve the Resolution for Expropriation and Notice of Intention to Expropriate pertaining to a portion of land described as Lot 6A, Block 10, Plan 0610286; Title Number 061 036 718 +1.

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

EMERGENCY AND PROTECTIVE SERVICES

INFRASTRUCTURE DEPARTMENT

CLOSED SESSION

7. ADJOURNMENT

M2024.88 Moved by Councillor Hansen-Zacharuk, Councillor Price
that Council adjourn the meeting

CARRIED UNANIMOUSLY

The meeting was adjourned at 4:51pm

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Drumheller Council Presentation

1

Property Assessment

Property assessments are used to distribute the municipalities taxes in a fair and equitable manner.

Section 1 (n) of the MGA defines market value as:

"the amount that a property, as defined in sections 284 (1) (r), might be expected to realize if it is sold on the open market by a willing seller to a willing buyer"

2



MASS APPRAISAL

Section 1 (g) of MRAT defines mass appraisal as:

"The process of preparing assessments for a group of properties using standard methods and common data and allowing for statistical testing"

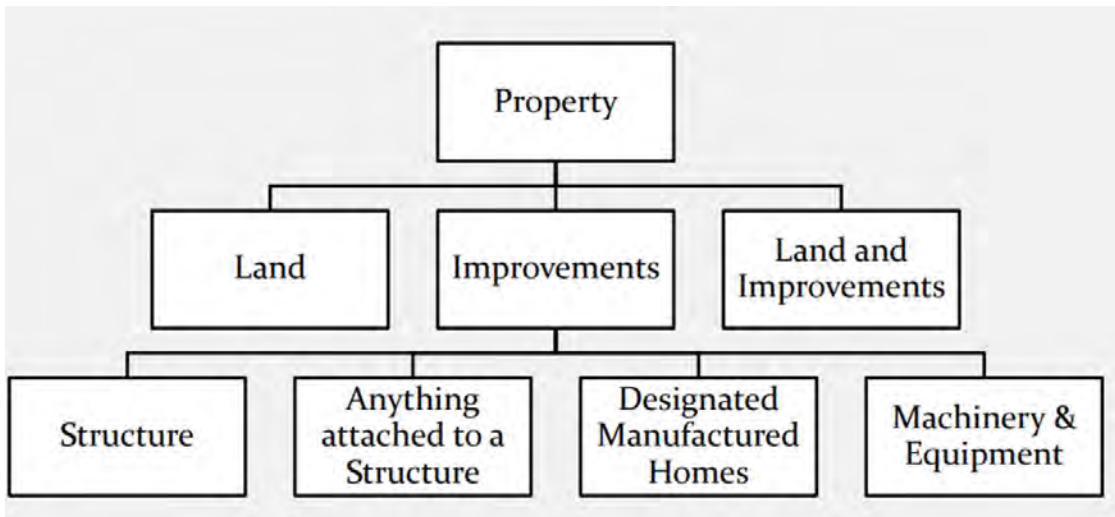
Mass appraisal **allows assessor to** accurately **value large number of** properties.

- Not every property sells every year.
- Property **sales analyzed to achieve market value assessment** on sold properties.
- Mass appraisal is applied to achieve equity** as market value assessments to all other properties that have not sold in the past three years.

3

WHAT IS ASSESSED

4



5

What is an Improvement?

MGA 284 (1)

(j) "improvement " means

- (i) structure
- (ii) anything attached or secured to a structure, that would be transferred without special mention by a transfer or sale of a structure
- (iii) a designated manufactured home, and
- (iv) machinery and equipment

The narrative on the assessment notice.

Improvement: a provincially legislated term that refers to your existing house, deck, garage etc and includes any structure and renovation that may have occurred on your property within the last year.

6



Residential

Residential purpose land & improvements are **assessed at market value.**

- ❖ Detached single family dwelling
- ❖ Semi-detached dwelling
- ❖ Individual condominium units in apartment or townhouse
- ❖ Lot suitable for single dwelling
- ❖ Multi-family as multiple residential units on one land title
 - ❖ Such as apartment, four-plex
 - ❖ Or land suitable for development with multi-family building

7

Non-residential

NON-RESIDENTIAL PURPOSE LAND & IMPROVEMENTS ASSESSED AT MARKET VALUE.

- ❖ COMMERCIAL BUILDING – MULTI OR SINGLE TENANT
- ❖ INDUSTRIAL BUILDING – MULTI OR SINGLE TENANT
- ❖ INDIVIDUAL COMMERCIAL OR INDUSTRIAL CONDOMINIUM
- ❖ LOT SUITABLE FOR COMMERCIAL OR INDUSTRIAL BUILDING
- ❖ SPECIAL PURPOSE PROPERTY
 - ❖ EXAMPLES AS:
 - ❖ THEATRE
 - ❖ CHURCH



8



NON-ASSESSABLE AND ASSESSABLE

9



Non assessable

- Municipal Water Treatment Plants
- Farm Buildings
- Airport Improvements (roads, runways)

10



Assessable

- Residential Land & Buildings
 - Single Family
 - Multi-family
- Non-Residential Land & Buildings
 - Industrial
 - Commercial
 - Special Purpose

11

MGA: EXEMPT From Taxation



12

ASSESSMENT STANDARDS

The MGA and Matters Relating to Assessment and Taxation define the methods and standards that must be met when assessments are prepared.

A property **assessment is based on market value** and must:

- 1) Be prepared using mass appraisal
- 2) Be an estimate of the value of the fee simple estate in the property, and
- 3) Reflect typical market conditions for similar properties that have not sold

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HOW ASSESSMENTS ARE PREPARED

14



IMPORTANT DATES

Two legislated dates govern assessment valuation.

- December 31 as **Condition Date**
 - Assessed physical condition as at this date
- July 1 as **Valuation Date**
 - Assessed market value as at this date

15



ASSESSMENT COMPLAINTS

Three types of assessment review boards:

- Local Assessment Review Board (**LARB**)
 - Residential (3 dwellings or less) and farmland
- Composite Assessment Review Board (**CARB**)
 - Non-residential, multi-residential
- Land and Property Rights **Tribunal**
 - DIP and equalization

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APPROACHES TO MARKET VALUE

- MARKET MODIFIED COST
- INCOME APPROACH

Assessors utilize two primary approaches to value: Market Modified **Cost** and **Income**.

Defining factors that create market value for a property **dictate** which **valuation approach** is **most suitable**.

17

INCOME APPROACH

In the current market, **Income Approach** is **suitable only** for properties that trade solely on revenue generated through:

- 1) Lease revenue to **landlord**
 - a) **Multi-tenant** buildings, or
 - b) Single user buildings with **long-term** (multi-year) **lease** contracts
- 2) **Purpose built** improvements **requiring viable business** to operate
 - a) **Hotel, Multi-tenant** buildings, or
 - b) Single user buildings with **long-term** (multi-year) **lease** contracts

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COST APPROACH

Improvements are valued and placed into groups based on comparability:

- Age
- Construction type
- Location

Values are adjusted based on what properties similar to each group are selling for.

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ASSESSMENT TO SALES RATIO

Matters Relating to Assessment and Taxation Regulation **MRAT** sets a standard of 95% to 105% based on a median assessment.

❖ $\text{Assessment} / \text{Sale Price} = \text{Assessment to Sales Ratio}$

Assessment to Sales Ratio (ASR)

Assessment	Sale	ASR	Comments
\$362,000	\$425,000	85%	
\$260,000	\$285,000	91%	
\$320,000	\$352,000	92%	
\$320,000	\$336,000	95%	
\$384,000	\$391,000	98%	Assessment Lower than Sale Price
\$280,000	\$270,000	104%	Assessment Higher than Sale Price
\$375,000	\$357,000	105%	
\$425,000	\$390,000	109%	
\$410,000	\$350,000	117%	
\$364,000	\$391,000	98%	Median

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MUNICIPAL ASSESSMENT OVERVIEW



The assessment must be prepared with no outside influence



Wild Rose Assessment acts as an extension of the municipality

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Greentree Neighbourhood (2020-2023)

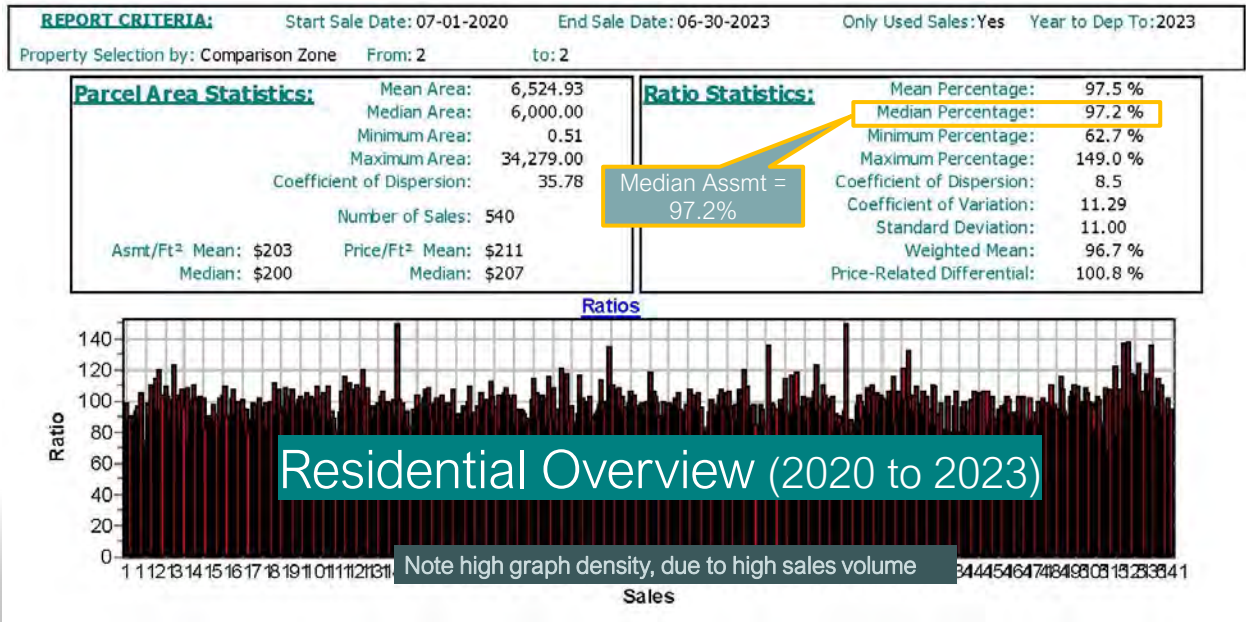


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Greentree Neighbourhood (post 2023)



23

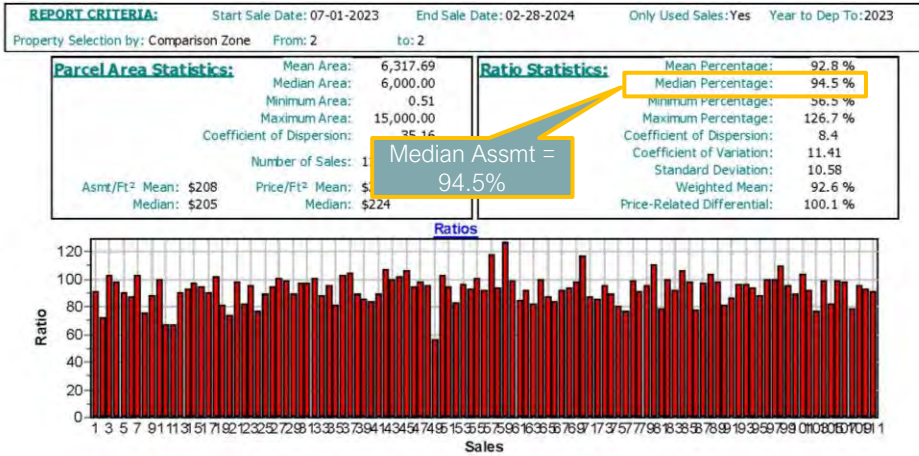


Residential Assmt Ratio Overview

Median Assmt = 97.2%

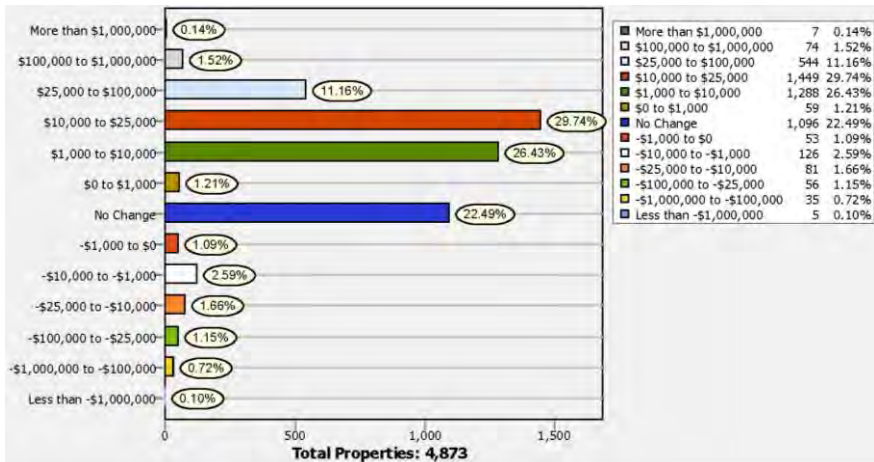
24

Residential Overview (post 2023)



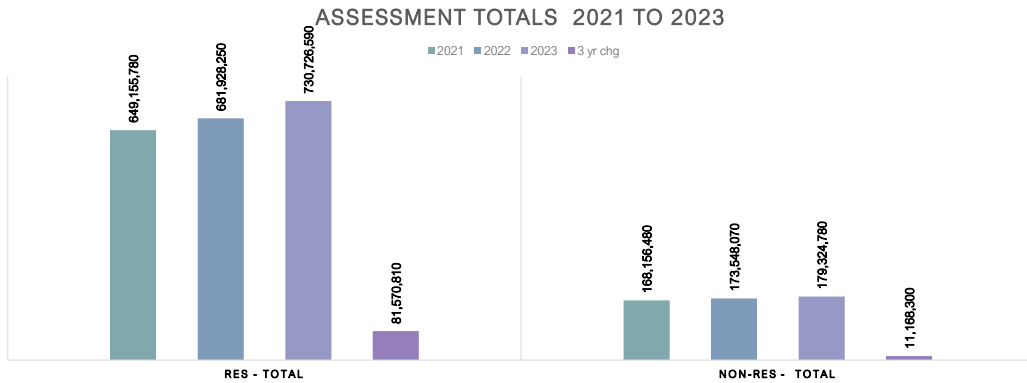
25

Compare Assessments \$ (2022 to 2023)



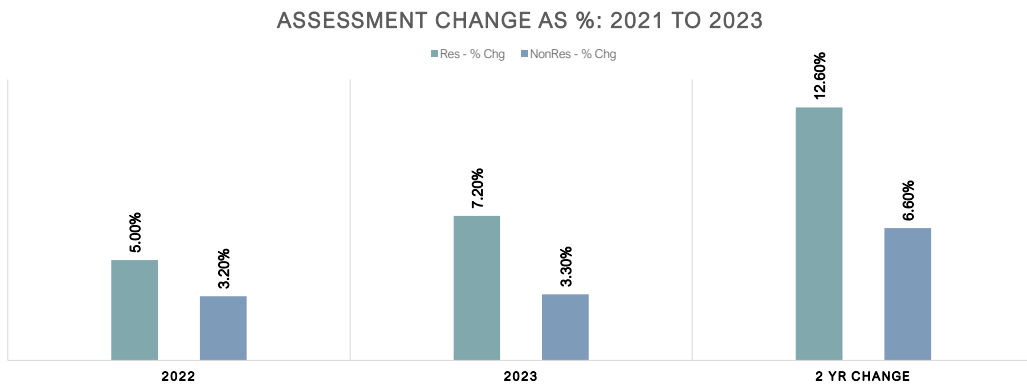
26

Compare \$ Res:Non-Res (2021 - 2023)



27

Compare % Res:Non-Res (2021 - 2023)



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QUESTIONS

REQUEST FOR DECISION

TITLE:	Bylaw 11.24 Berm 'C' North Drumheller, Grove Plaza to Lot 6 PUL
DATE:	February 28, 2024
PRESENTED BY:	Darryl Drohomerski, C.E.T., CAO
ATTACHMENT:	Bylaw 11.24; Schedule 'B'

SUMMARY:

As part of the Town's Flood Mitigation Project and provincial funding agreement, the Province is requiring the Town of Drumheller own the land that current or proposed berms will be placed, including those berms that currently or would sit on Public road rights-of-way.

In addition, one of the terms of the agreement requires that land acquired for this flood mitigation project be dedicated as either Environmental Reserves, Public Utility Lots or other designation satisfactory to the Province. This Bylaw deals with the conversion of several lots in the Berm 'C' North Drumheller project, located adjacent to Grove Place, into a Public Utility Lot.

RECOMMENDATION:

As this is an Administrative-type (Housekeeping) Bylaw, Administration recommends that Council pass all three readings of Bylaw 11.24 Berm 'C' North Drumheller to create Lot 6 PUL.

DISCUSSION:

All the lands that have been or will be acquired through the Flood Mitigation project will be converted to Public Utility Lots (PUL) or Environmental Reserves (ER) as a condition of the provincial funding agreement. Doing so will prevent alternate use of the lands in the future. Wherever possible, lands that berms have been constructed will be converted into PUL lots as the berms are considered municipal infrastructure. Lands acquired through this project that are in the Floodway will be converted into ER designation to prevent land use changes in the future.

FINANCIAL IMPACT:

The costs to convert this land are included with the Flood Mitigation project and is a requirement of the provincial funding agreement.

STRATEGIC POLICY ALIGNMENT:

Flood Mitigation is the key strategic priority of this Council and Administration.

COMMUNICATION STRATEGY:

Once passed, the town will register the PUL with Land Titles. As this is an Administrative Bylaw, notice will be provided to the public as information only.

MOTION:

Moves that Council gives First Reading to Bylaw 11.24 North Drumheller, Grove Plaza P.U.L. to convert the Lands in Berm 'C' to a Public Utility Lot.

SECONDED:

MOTION:

Moves that Council gives Second Reading to Bylaw 11.24 North Drumheller, Grove Plaza P.U.L to convert the Lands in Berm 'C' to a Public Utility Lot.

SECONDED:

MOTION:

Moves that Council give unanimous consent for third reading to Bylaw 11.24 North Drumheller, Grove Plaza P.U.L.

SECONDED:

MOTION:

Moves that Council gives Third and Final Reading to Bylaw 11.24 North Drumheller, Grove Plaza P.U.L. to convert the Lands in Berm 'C' to a Public Utility Lot.

SECONDED:

Prepared By:

Darryl Drohomerski, C.E.T.
Chief Administrative Officer

Reviewed By:

Denise Lines
Manager of Legislative Services

Approved By:

Darryl Drohomerski, C.E.T.
Chief Administrative Officer

**TOWN OF DRUMHELLER
BYLAW NUMBER 11.24**

DEPARTMENT: FLOOD MITIGATION / DEVELOPMENT

*N. Drumheller Berm 'C'-Grove Plaza
Public Utility Lot*

THIS IS A BYLAW OF THE TOWN OF DRUMHELLER, in the Province of Alberta for the purpose of creating a Public Utility Lot to provide for the operation and maintenance of a flood mitigation berm and appurtenances thereto and holding title to same in the name of the TOWN OF DRUMHELLER pursuant to Section 665 of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000, as amended;

WHEREAS; the Town of Drumheller, the Province of Alberta and the Government of Canada have entered into an agreement to construct flood mitigation berms along portions of the Red Deer River in the Town of Drumheller to protect properties and the citizens of Drumheller from the ravages of flood waters, and

WHEREAS: one of the terms of the aforementioned agreement requires that land acquired for this flood mitigation project be dedicated as Environmental Reserves, Public Utility Lots or other designation satisfactory to the Province;

NOW THEREFORE; be it resolved that THE COUNCIL of the TOWN OF DRUMHELLER in the Province of Alberta does hereby enact to create a Public Utility Lot depicted on the attached Schedule – 'B' and more particularly described as:

PLAN
BLOCK 15
LOT 6 P.U.L (PUBLIC UTILITY LOT)

EXCEPTING THEREOUT ALL MINES AND MINERALS.

and obtain and hold title to same in the name of the TOWN OF DRUMHELLER a Municipal Body Corporate with a mailing address of :224 Centre Street, Drumheller, Alberta T0J 0Y4

SHORT TITLE

This Bylaw may be cited as N. Drumheller, Grove Plaza PUL

TRANSITIONAL

This Bylaw takes effect on the day it is registered in the Land Titles Office.

READ AND PASSED THE FIRST TIME BY THE COUNCIL OF THE TOWN OF
DRUMHELLER, THIS ___ DAY OF _____, 2024.

MAYOR: HEATHER COLBERG

Seal

DARRYL E. DROHOMERSKI, C.E.T.
CHIEF ADMINISTRATIVE OFFICER

READ AND PASSED THE SECOND TIME BY THE COUNCIL OF THE TOWN OF
DRUMHELLER, THIS ___ DAY OF _____, 2024.

MAYOR: HEATHER COLBERG

Seal

DARRYL E. DROHOMERSKI, C.E.T.
CHIEF ADMINISTRATIVE OFFICER

READ AND PASSED THE THIRD TIME BY THE COUNCIL OF THE TOWN OF
DRUMHELLER, THIS ___ DAY OF _____, 2024.

MAYOR: HEATHER COLBERG

Seal

DARRYL E. DROHOMERSKI, C.E.T.
CHIEF ADMINISTRATIVE OFFICER

NORTH DRUMHELLER DISTRICT
DRUMHELLER, ALBERTA

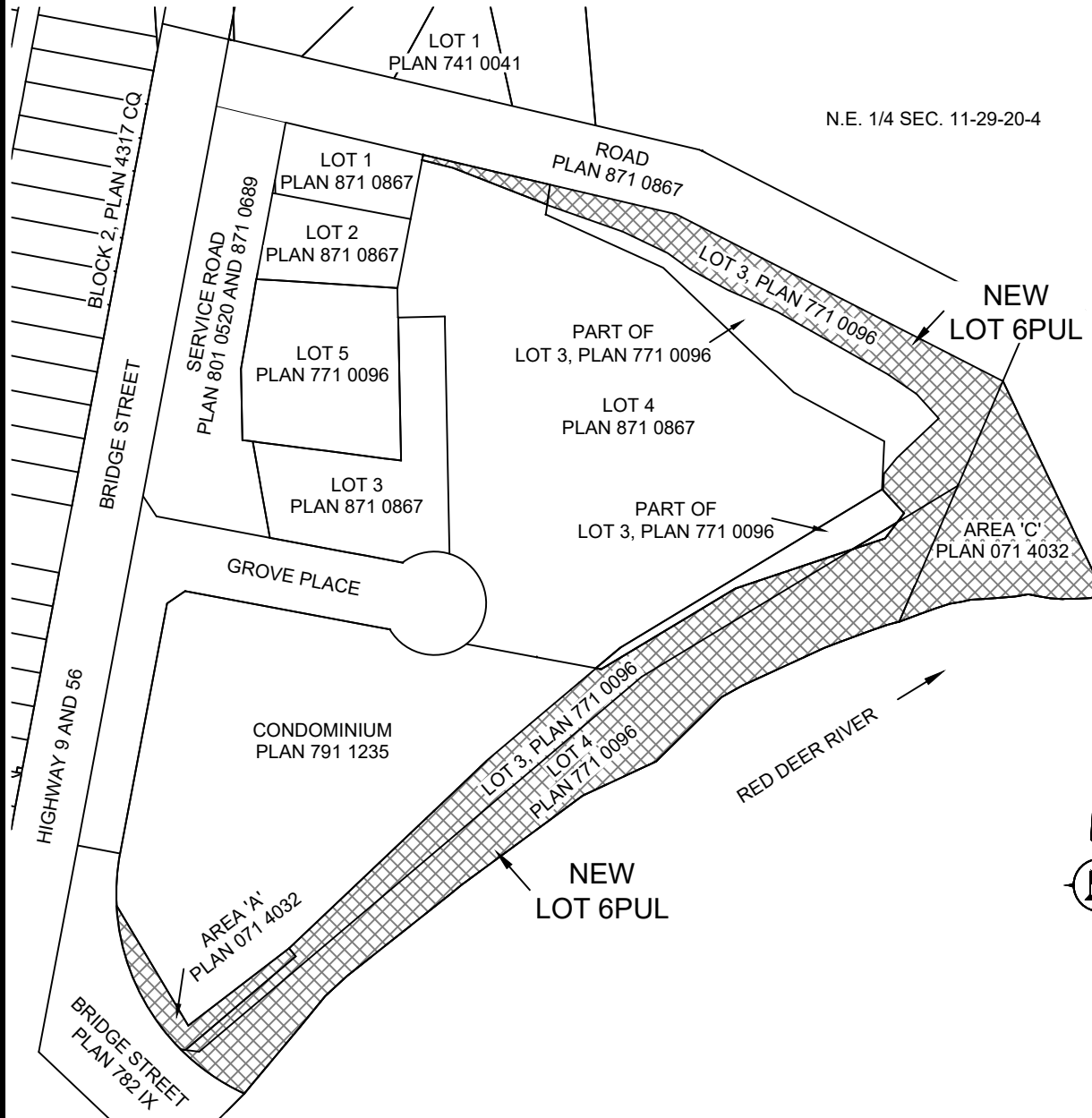
DRUMHELLER FLOOD MITIGATION PROJECT

PLAN SHOWING AREAS
TO BE DEDICATED AS A PUBLIC UTILITY LOT
TO ACCOMMODATE FLOOD MITIGATION
WORKS

AFFECTING PARTS OF
LOTS 3 AND 4, PLAN 771 0096,
PART OF LOT 4, PLAN 871 0867,
AND AREAS A AND C, PLAN 071 4032

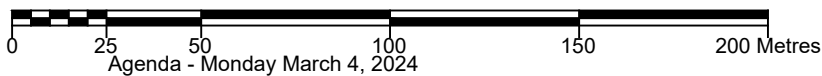
WITHIN THE
W. 1/2 SEC. 11, TWP. 29, RGE. 20, W4M

SCALE: = 1:2000 -2023- Wm. R. HUNTER, A.L.S.



LEGEND
AREAS TO BE DESIGNATED PUBLIC UTILITY LOT
SHOWN THUS 

SCALE 1:2000



REQUEST FOR DECISION

TITLE:	Drumheller Resiliency and Flood Mitigation Program – Resolution for Expropriation of a Partial Parcel for Berm Construction affecting Meridian 4 Range 20 Township 29 Section 10 that portion of the northerly 150 feet of the south east quarter which lies to the north east of a strip of land 25 feet wide adjoining the Red Deer River as shown on the Township Plan approved at Ottawa 30 September 1930 containing 0.441 of a hectare (1.09 acres) more or less 129 9 Street Northwest, Drumheller
DATE:	March 4 th , 2024
PRESENTED BY:	Deighen Blakely, P.Eng., Project Director Flood Resiliency Program
ATTACHMENTS:	Certificate of Approval with Parcel Map – Schedule ‘A’ Resolution to Proceed with Expropriation

SUMMARY:

Through the Drumheller Resiliency and Flood Mitigation Program, The Town of Drumheller is undertaking construction of structural flood mitigation in the form of berms. To proceed with construction of the Hospital Berm Extension starting in the spring of 2024, partial acquisition of land from this parcel and a temporary workspace are required. Negotiations with the impacted landowner began in November 2022, and have been on-going over the past several months. The subject partial acquisition property owner has rejected our purchase offers of Fair Market Value, as determined by an appraisal.

A Resolution approving Expropriation was passed by Council on December 4, 2023. The Notice of Intention to Expropriate has been served on the registered property owner and affected parties in accordance with the Expropriation Act and no Notice of Objection has been received during the 21 days following the Notice. The next step in the expropriation process is for Council to decide whether to approve or disapprove the expropriation based on the terms outlined in the attached Certificate of Approval.

RECOMMENDATION:

Administration recommends that Council approve the Certificate of Approval and Resolution pertaining to a portion of 129 9 Street Northwest (Meridian 4 Range 20 Township 29 Section 10 that portion of the northerly 150 feet of the south east quarter which lies to the north east of a strip of land 25 feet wide adjoining the Red Deer River as shown on the Township Plan approved at Ottawa 30 September 1930 containing 0.441 of a hectare (1.09 acres) more or less) as presented.

DISCUSSION:

Under Council Policy C-03-22 for Land Acquisition for the Drumheller Resiliency and Flood Mitigation Program, and the Provincial Grant Funding Agreement for 18GRSTR41, partial parcel acquisitions can be made at the higher of the appraised or assessed value. Temporary workspace compensation is calculated using a formula based on annual tax rates paid by the owner. An offer has been made to the impacted property owner for the Hospital Berm Extension project on this basis and the offer has been rejected. Following service of the Notice of Intent to Expropriate, no Notice of Objection has been filed in relation to this property. Affidavits of service are retained on file.

The next step in the process is for the approving authority, in this case Council, to review and decide if it wishes to approve the expropriation, and if so, then pass a resolution to approve the Certificate of Approval to proceed with expropriation. This would be followed by Notice of Proposed Payment and Notice of Possession, with Actual Possession taking place 90 days after expropriation is effected (by registration of Certificate of Approval at Land Titles Office).

FINANCIAL IMPACT:

The costs of the land purchase and associated legal fees for the proceedings are eligible for 100% funding under the Alberta Government 18GRSTR41 Grant. Alberta Environment and Protected Areas has indicated that they will not compensate for land acquisition over and above the appraised value of the land which has been their practice for all other flood mitigation projects undertaken in the Province. Damages awarded to plaintiffs due to expropriation of their property may be considered for funding on a case-by-case basis by the Alberta Government. Alberta Environment and Protected Areas' legal team will review the particulars behind any damage award before a decision on whether 18GRSTR41 can be used to support these costs. Any costs deemed ineligible will be the responsibility of the Town.

STRATEGIC POLICY ALIGNMENT:

Town Bylaw 11.21 states that Council's Vision is *"through a proactive flood-mitigation strategy, we are committed to changing the channel on flood readiness with a sustainable plan to protect Drumheller from future flooding. Together, we will shape the future of our community by protecting our people, our property, our economic growth, our environment and our cultural heritage"*. Completing the expropriation is required to obtain the property necessary for the berm construction and will allow the Town free access to manage and maintain the new berms and associated infrastructure moving forward.

COMMUNICATION STRATEGY:

Direct Notice of the Expropriation (completed by registering the Certificate of Approval and Resolution with Land Titles), and serving the Notice of Expropriation, Notice of Possession, and Notice of Proposed Payment on the affected property owner, and all parties with a registered interest in the subject lands, will be completed as soon as practicably possible given the legislated considerations and the registration delays at Land Titles.

MOTION:

Councillor _____ moves that Council approve the Certificate of Approval and Resolution for Expropriation pertaining to a portion of the parcel of land described as Meridian 4 Range 20 Township 29 Section 10 that portion of the northerly 150 feet of the south east quarter which lies to the north east of a strip of land 25 feet wide adjoining the Red Deer River as shown on the Township Plan approved at Ottawa 30 September 1930 containing 0.441 of a hectare (1.09 acres) more or less; Title 181 197 602.

SECONDED:



Prepared by:
Deighen Blakely, P.Eng.
DRFMO Project Director



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

**Form 4
Expropriation Act
(Section 18)**

CERTIFICATE OF APPROVAL

The Town of Drumheller, whose address is 224 Centre Street, Drumheller, Alberta, T0J 0Y4, hereby approves the expropriation of the lands being depicted on the attached Schedule 'A' and more particularly described as:

THAT PORTION OF:

**“MERIDIAN 4 RANGE 20 TOWNSHIP 29 SECTION 10 THAT PORTION OF THE
NORTHERLY 150 FEET OF THE SOUTH EAST QUARTER WHICH LIES TO THE
NORTH EAST OF A STRIP OF LAND 25 FEET WIDE ADJOINING THE RED DEER
RIVER AS SHOWN ON THE TOWNSHIP PLAN APPROVED AT OTTAWA 30
SEPTEMBER 1930 CONTAINING 0.441 OF A HECTARE (1.09 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS”**

INCLUDING:

FEE SIMPLE ESTATE WHICH LIES WITHIN:

**PLAN
AREA 'A'
EXCEPTING THEREOUT ALL MINES AND MINERALS**

AND

TEMPORARY WORKSPACE EASEMENT WHICH LIES WITHIN:

**PLAN
R.W. 'B'
EXCEPTING THEREOUT ALL MINES AND MINERALS**

(hereinafter referred to as the “Lands”)

1. The nature of the interest in the lands expropriated is:
 - a. The fee simple estate shown and marked as Area 'A' on Schedule 'A'; and
 - b. An easement for temporary working space until December 31, 2025, over the area shown and marked as R.W. 'B' on Schedule 'A'.

2. The work or purpose for which the interest in the lands is expropriated is:
 - Construction and/or enhancement of existing dikes, berms, retaining walls, erosion protection, overland drainage courses, storm water outfalls, control structures and associated appurtenances;
 - for the retention and development of Natural Areas, Environmental Reserves, Municipal Reserves, Public Utility Lots, and other uses as approved by approval authorities; and
 - access for purposes of construction and/or maintenance of the above.

3. The expropriating authority is the: **Town of Drumheller**
224 Centre Street
Drumheller, Alberta, T0J 0Y4

4. The land stands in the Register of the South Alberta Land Registration District in the name of Oscar Alen in Certificate of Title Number 181 197 602.

Dated this ____ day of _____, 2024.

TOWN OF DRUMHELLER

Per: _____
Darryl Drohomerski, C.E.T.
Chief Administrative Officer

RESOLUTION OF COUNCIL OF THE TOWN OF DRUMHELLER

WHEREAS a Notice of Intention to Expropriate was served by the Town of Drumheller on January 18, 2024, on the Landowner and all parties with a registered interest in the subject lands and duly published, in accordance with the *Expropriation Act*;

AND WHEREAS no Notice of Objection has been received from the Landowner or any party with a registered interest in the subject lands;

AND WHEREAS the period during which an Objection can be issued by the Landowner or any party with a registered interest in the subject lands has expired;

AND UPON consideration of the Request for a Decision dated March 4, 2024, completed by the Town of Drumheller Flood Program Director, as well as the recommendations of the Town Administration, including the Town Solicitor, Council has determined that the proposed expropriation is fair, sound, and reasonably necessary, and in the public interest and good, to achieve the objectives of the Town;

NOW THEREFORE BE IT RESOLVED:

1. THAT pursuant to its authority under the *Municipal Government Act* and the *Expropriation Act*, the Town of Drumheller, as approving authority, hereby approves the expropriation of the lands and interests being depicted on the attached Certificate of Approval (Attachment #1), without modification;
2. THAT the officers, servants or agents of the Town of Drumheller and the solicitors for the Town of Drumheller be, and are hereby authorized and directed to do all things necessary to initiate, carry out and conclude the expropriation proceedings under the provisions of the *Expropriation Act*, or otherwise, and they are hereby authorized and empowered to sign, seal, serve and publish the necessary documents to initiate, proceed with and conclude the said expropriation, as applicable.

Dated this _____ day of _____, 2024

Motion Carried

Town of Drumheller

Heather Colberg, Mayor

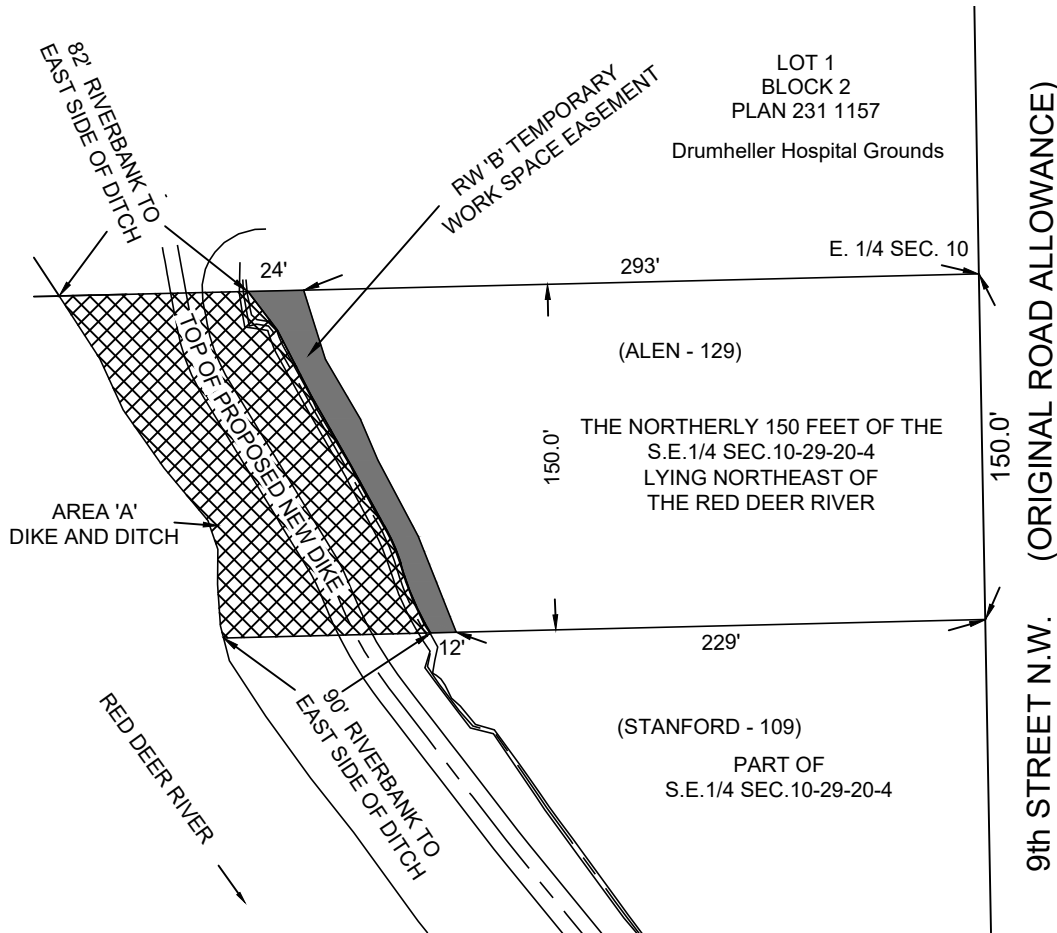
Darryl Drohomerski, CAO

NORTH DRUMHELLER DISTRICT
DRUMHELLER, ALBERTA

PLAN SHOWING AREAS REQUIRED
 FOR PROPOSED DIKE
 WITHIN PART OF

S.E. 1/4 SEC. 10, TWP. 29, RGE. 20, W. 4M.


SCALE= 1:500 ————— W.R. HUNTER, A.L.S.



LEGEND:

Distances are in feet and decimals thereof.

Areas Required

Fee simple Area A shown thus... 

Temporary Workspace shown thus... 

AREA 'A' = +/- 1134.5m² (12212ft²)

RW 'B' AREA = +/- 197.8² (2129ft²)

5	14 FEBRUARY 2024	SCHEDULE 'B' TO SCHEDULE 'A'
4	1 DECEMBER 2023	AMMENDED AND UPDATED REV 2
3	21 NOVEMBER 2023	REMOVE RW 'B'
2	21 NOVEMBER 2023	SCHEDULE 'A' TO SCHEDULE 'B'
1	19 OCTOBER 2023	ISSUED
NO.	DATE	DETAIL

HUNTER SURVEY SYSTEMS LTD.
 CALGARY, ALBERTA
 FILE: 20-035 (DRUMHELLER C)

REQUEST FOR DECISION

TITLE:	Affordable Housing Needs Assessment
DATE:	February 22, 2024
PRESENTED BY:	Reg Johnston
ATTACHMENTS:	Town of Drumheller - Affordable Housing Needs Assessment

SUMMARY:

The Government of Alberta is encouraging all municipalities to conduct an Affordable Housing Needs Assessment in order to help communities understand the current state of affordable housing and identify where support is most needed. Additionally, an Affordable Housing Needs Assessment is a requirement for a variety of grants offered by the Government of Alberta.

A Needs Assessment was recently conducted for the Town and forms part of the Drumheller Valley Housing Strategy. However, the Government of Alberta has created a "housing assessment template" for all municipalities in order to standardize the information collected across the province.

Economic Development created an updated Affordable Housing Needs Assessment (attached) using this template, information from the Drumheller Valley Housing Strategy, and updated numbers provided by the Drumheller Housing Association (DHA) and the Drumheller and District Seniors Foundation (DDSF).

The Government of Alberta has recommended that all Affordable Housing Needs Assessments be reviewed by Council prior to submission and receive municipal endorsement from the Chief Administrative Officer.

RECOMMENDATION:

Recommend that Council direct the Chief Administrative Officer to provide municipal endorsement for the Town of Drumheller Affordable Housing Needs Assessment.

DISCUSSION:

N/A

FINANCIAL IMPACT:

The approval of the Affordable Housing Needs Assessment will allow the Town of Drumheller to become eligible for a variety of provincial grants.

STRATEGIC POLICY ALIGNMENT:

The approval of the Affordable Housing Needs Assessment will allow both the Town of Drumheller and the Government of Alberta to make informed, long-term planning decisions regarding the state of affordable housing in our community.

COMMUNICATION STRATEGY:

No Communication strategy will be necessary.

MOTION:

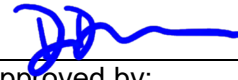
Moves that Council direct the Chief Administrative Officer to provide municipal endorsement for the Town of Drumheller Affordable Housing Needs Assessment

Mitchell Visser

Prepared by:
Mitchell Visser
Sr. Administrative
Assistant

Reg Johnston

Reviewed by:
Reg Johnston
Manager of Legislative
Services



Approved by:
Darryl Drohomerski
Chief Administrative
Officer

For details on the meaning of each field and how to enter information, please refer to the [Affordable housing needs assessment guidebook](#).

Get started

Submission contact

Name: Mitchell Visser
Title: Senior Administrative Assistant
E-mail address: Economicdevelopment@drumheller.ca
Organization type: Municipal government
Name of municipal government: Drumheller
Municipality(ies) in assessment: Drumheller

Population

When entering information into fields, enter all the data for the municipalities you are completing the needs assessment on behalf of. All fields are required, unless otherwise noted. Information, where available from Statistics Canada for the municipality(ies) noted above is included in the grey boxes below.

Data for the municipality(ies) you have selected is not available due to data suppression from Statistics Canada to protect individual privacy. Please upload any municipal census report/dataset to support your Housing Needs Assessment submission.

	2016	2021	Compound annual growth (2016 - 2021)	2029 (projected)	Compound annual growth (2021 - 2029)
Total population	7,982	7,909	-0.18%	8,723	1.23%
Household count	3,135	3,185	0.32%	3,338	0.59%

	2016	2021	2029 (projected)
Average household size (max 10)	2.2	2.2	2.2
Median age (max 99)	41.8	44	45.4
Percentage of population age 65 or greater (max 100)	17.5%	21.3%	24%

	Own home	Rent home	Rent home (subsidized)
Percentage of households 2021	70.8%	29.04%	17.3%

Comments on population, household projections and other population considerations (optional):

While historic census data indicates that Drumheller's population is declining, based on Government of Alberta population projections, Drumheller's population is expected to increase to between 8,846 (low projection) to 9,032 (high projection) by 2031. Based on those numbers, the projected 2029 population number and Compounded Annual Growth Rate should be 8,723 and 1.23%, respectively. The total amount of households are anticipated to increase by 3338 with a Compounded Annual Growth Rate of 0.59%. If we were to base these numbers on the historical data, there would be a projected decrease in population of 7866 and a slight increase in households to 3216. However, due to recent migration trends and the provincial data we firmly believe that the provincial projections are a more

accurate representation of our anticipated growth

Income/Economy

Information from Statistics Canada, where available for the municipality(ies) for which the assessment is being done, is included below. If you have more recent or relevant data, you may select the checkbox below and enter the relevant/updated information.

Median household income (2021)

	From Stats CAN
All households	\$74,000.00
Owner households	\$89,000.00
Renter households	\$48,000.00
Year of data provided	2021

Labour force data

Labour force data provided by submitter

The economic region has been determined based on the census subdivision(s) you have selected. For more information on economic regions, please visit the [Statistics Canada website](https://www150.statcan.gc.ca/n1/pub/92-625-x/2023001/article/00001-eng.htm). You may enter your own information instead of using the data from the economic region.

Labour participation rate:	62%
Unemployment rate:	3.1%
Month/year of data provided:	Dec-2023

Where did you get this data?

Labour force statistics: Alberta highlights (2023), provided by the Government of Alberta:
<https://open.alberta.ca/publications/1205-0709>

Major local industries

Select from the National Occupation Classification (NOC) industries. Please include top ten employer/industries, including those that employ a majority of lower income households. Also highlight if the workforce is seasonal or temporary (e.g. construction projects).

Industry 1

Agriculture, forestry, fishing and hunting

Top employers in industry (optional)

Nutrien AG Solutions
Brandt Tractor Ltd.
Rocky Mountain Equipment
Friesen Livestock Ltd.
Riverside Packers
Auto Value Drumheller

Unique characteristics impacting housing demand (optional)

NA

Industry 2

Real estate and rental and leasing

Top employers in industry (optional)

Century 21 Power Realty Ltd.
Re/max Of Drumheller
Royal Lepage Wildrose Real Estate

Unique characteristics impacting housing demand (optional)

NA

Industry 3

Mining, quarrying, and oil and gas extraction

Top employers in industry (optional)

Flomax Compression
Above & Beyond Compression Inc
Bidell Gas Compression
Bright Star Oilfield Services
AAA Oilfield Service
Kinetec Mechanical Services Ltd
RCM Transport Ltd.

Unique characteristics impacting housing demand (optional)

NA

Industry 4

Manufacturing

Top employers in industry (optional)

Inland Plastics
Interplast Group
Dinosaur Valley Studios

Unique characteristics impacting housing demand (optional)

NA

Industry 5

Health care and social assistance

Top employers in industry (optional)

Drumheller Health Care
Riverside Medical
Drumheller Associated Physicians

Unique characteristics impacting housing demand (optional)

NA

Industry 6

Utilities

Top employers in industry (optional)

ATCO
Hut 8
Telus

Unique characteristics impacting housing demand (optional)

There has been multiple large energy projects in the region such as the Hand Hills Wind Power Project and the Wheatland Wind Project that have caused additional pressure on the Town's housing supply. The lack of market rate housing has caused a rapid increase in housing costs, resulting in a higher demand for affordable housing

Industry 7

Finance and insurance

Top employers in industry (optional)

MNP
Ascend LLP
Western Financial Group Inc.
Sunlife Financial
Co-operators - Beddington Financial Services Inc
Rutz Agencies Ltd o/a Central Insurance Group
Western Financial Group Inc.
BrokerLink

Unique characteristics impacting housing demand (optional)

NA

Industry 8

Arts, entertainment and recreation

Top employers in industry (optional)

Royal Tyrell Museum
Atlas Coal Mine National Historic Site
Barney's Adventure Park (Kneehill County)
Badlands Amphitheatre
Napier Theatre
Travel Drumheller
Rosebud Theatre (Wheatland County)

Unique characteristics impacting housing demand (optional)

Due to the large seasonal workforce caused by our significant tourism sector, there is extremely low vacancy throughout the summer. Both the Drumheller Valley Housing Strategy and the Travel Drumheller Destination Development Plan identified “securing housing for seasonal employees”, as one of the highest priorities in our region. According to the Government of Alberta’s 2023 Apartment Vacancy and Rental Cost Survey, Drumheller’s apartment vacancy rate is currently around 0.8%. The aging inventory and low availability of all forms of housing in Drumheller means that the construction of market rate housing has taken priority in recent years. The last affordable housing units were built 15 years ago. However, between 2016 and 2021, the percentage of tenant households on subsidized housing has increased from 13.5% to 17.3%. The decrease in market rate housing availability has caused and will continue to cause an increase in housing costs and the demand for affordable housing. With the projected increase in our tourism industry and population, we anticipate that both seasonal and year-round housing demand will increase. As a result, we believe the demand for both market rate housing and subsidized housing will also increase substantially.

Industry 9

Accommodation and food services

Top employers in industry (optional)

Canalta Headquarters
11 Bridges Campground
Badlands Motel / Whifs Flapjack House
Bridgeview Retreat
Dinosaur Hotel & Newcastle Bar
Hoodoo RV Resort & Campground
Last Chance Saloon & Rosedeer Hotel
Newcastle Country Inn
Ramada Inn

Unique characteristics impacting housing demand (optional)

NA

Industry 10

Retail trade

Top employers in industry (optional)

HWY 9
Canadian Tire Drumheller
Walmart Drumheller
Western GM Drumheller
Drumheller Chrysler Dodge Jeep Ram
Hoodoo Voodoo Motorsports store
Sunrise Auto Sales

Unique characteristics impacting housing demand (optional)

NA

Housing

The housing data below is derived from the 2021 Statistics Canada Census. No entry is required. You can use this information to estimate housing need in the Housing Supply section of the Housing Needs Assessment.

A household is considered in “Core Housing Need” if its housing does not meet one or more of the adequacy, suitability or affordability standards, and it would have to spend 30 percent or more of its before tax income to access acceptable local housing. Acceptable housing is adequate in condition, suitable in size, and affordable. Adequate housing does not require any major repairs, according to residents. Suitable housing has enough bedrooms for the size (number of people) and makeup (gender, single/couple, etc.) of the needs of the households, according to National Occupancy Standard (NOS) requirements.

			Bachelor	1 Bedroom	2 Bedroom	3 Bedroom	4+ Bedroom
Owner households							
In core housing need	Units		0	0	30	25	0
	%Total		0%	0%	7.23%	2.99%	0%
Spending more than 30% of household income on shelter costs	Units		0	20	80	115	70
	%Total		0%	28.57%	19.28%	13.77%	11.57%
Spending more than 50% of household income on shelter costs	Units		0	0	35	40	15
	%Total		0%	0%	8.43%	4.78%	2.48%
Renter households							
In core housing need	Units		0	0	45	0	0
	%Total		0%	0%	12.16%	0%	0%
Spending more than 30% of household income on shelter costs	Units		0	125	105	75	0
	%Total		0%	56.82%	28.38%	36.59%	0%
Spending more than 50% of household income on shelter costs	Units		0	20	50	20	0
	%Total		0%	9.09%	13.51%	9.76%	0%
All households							
In core housing need	Units		0	25	75	35	0
	%Total		0%	8.77%	9.49%	3.35%	0%
Spending more than 30% of household income on shelter costs	Units		0	140	190	190	75
	%Total		0%	49.12%	24.05%	18.18%	10.87%
Spending more than 50% of household income on shelter costs	Units		0	20	80	60	20
	%Total		0%	7.02%	10.13%	5.74%	2.9%

Additional information

Information on rents and vacancies is provided for your reference from CMHC and/or the Government of Alberta as of 2021.

		Bachelor	1 Bedroom	2 Bedroom	3+ Bedroom
Drumheller					
Average rent		\$ 613	\$ 719	\$ 804	\$ 758
Vacancy rate		0%	16.9%	18.1%	16.7%

Provide some context on the average rent or vacancy rates if the information above do not accurately capture the current market housing situation (e.g. variable housing demand due to seasonal/temporary fluctuations in population, vacancy mostly in high-end market units, and data inaccuracies due to survey methodology).(optional)

Based on the 2023 Apartment Vacancy and Rental Cost Survey, the vacancy for apartment rentals in the Town of Drumheller decreased from 5.7% in 2022 to 0.8% in 2023. of the 63 municipalities surveyed, Drumheller is one of the 25 municipalities with a vacancy rate below 1%. The breakdown of vacancy by unit size is as follows: Bachelor: 0%, 1 Bedroom: 1.3%, 2-Bedroom: 0.6%, 3-Bedroom: 0.0%, 4+ Bedroom: 0.0%. As of 2023, the average price of rent are as follows: Bachelor: \$600, 1-Bedroom: \$862 (7.75% increase, 2022-2023), 2-Bedroom: \$944 (11.72% increase), 3-Bedroom: \$892 (8.12% increase).

Policies and key initiatives

Please provide current municipal/regional housing policies and key initiatives that enable affordable housing (e.g. tax exemptions, inclusionary zoning), as well as any current local community plans and regional growth strategies established within the last five years.

The Drumheller Valley Housing Strategy has outlined seven (7) high priority items to be completed by 2025. These goals and the actions taken to achieve these goals are as follows: 1) Diversify Housing Stock — the Town has developed and updated our developer marketing package and developer contact list; secured real estate services in order to offer properties to interested developers; and, increased promotion of residential (Bylaw 13.20), commercial (Bylaw 19.19) and vacant property tax incentives (Bylaw 19.19). 2) Regulation of Short-Term Rentals — The Town is implementing a program to regulate short-term rentals in order to free up existing, underutilized housing inventory. The Bylaw is scheduled for third reading January 22, 2024. The program will be implemented beginning February 2024. 3) Prioritize Town-owned Land for Residential Development — The Town has created a GIS inventory of all Town-owned land available for development. There has been constant communication with potential developers regarding these lots. 4) Secure Housing in the Near Term for Seasonal Employees — Collaborated with Community Futures Big Country, Drumheller & District Chamber of Commerce, Travel Drumheller too secure funding for the Homeshare Drumheller project, managed by Happipad, a home-sharing platform connecting homeowners with compatible renters; Selected as a potential pilot location for Happipad Housing – a 15-bedroom modular co-living space meant to address the housing shortage for seasonal employees. 5) Promote Secondary Suites — In the process of reviewing the Land-Use Bylaw (LUB) in order to add clarity to the regulations surrounding secondary suites; currently implementing a program to help landowners identify potential locations for secondary suites; exploring options for funding secondary suites, such as offering low-interest loans or additional tax incentives to residents who construct secondary suites. 6) Set-up Tracking and Monitoring Process. 7) Convert underutilized and vacant buildings into supportive housing — Investigating the creation of a residential subclass and an increased mill-rate for vacant properties in accordance with section 297(2) and 297(2.1) of the Municipal Government Act (MGA).

Aside from these initiatives, the Town has applied for funding through the Housing Accelerator Fund (HAF) in order to fund a variety of development projects. Additionally, the Town is currently reviewing the LUB in order to find ways of reducing barriers to development.

Files added: NA

Community consultations

Please provide findings from community consultations undertaken on housing needs with persons, organizations, authorities, or community groups (including Indigenous groups) serving the priority low- to moderate-income populations* selected for the municipality(ies).

Who did you consult with?

Drumheller District Seniors Foundation (DDSF)

What was the consultation process?

The Town of Drumheller met with the DHA to discuss challenges regarding Seniors Housing

What were the results of these consultations?

The current needs for Seniors Housing were identified and updated within this document.

What target populations were the consultations related to?

Other

Files added: NA

Who did you consult with?

Drumheller Housing Authority (DHA)

What was the consultation process?

The Town of Drumheller met with the DHA to discuss challenges regarding Community and Affordable Housing.

What were the results of these consultations?

The waitlist and current needs for Community and Affordable Housing were identified and updated within this document.

What target populations were the consultations related to?

Other

Files added: NA

Who did you consult with?

General Population (Brokers, Builders, Landlords, Residents)

What was the consultation process?

Phase 1 (July-August 2022): 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 (November 2022): Two Community Open Houses

What were the results of these consultations?

Used to construct the Drumheller Valley Housing Strategy

What target populations were the consultations related to?

Seniors
Other

Files added: NA

Who did you consult with?

Developers, Real Estate Brokers, Residents, DHA, Sr Foundation, etc.

What was the consultation process?

Through the year long engagement process, community members had opportunities to provide input in person, online, and at open houses in several locations in the community. The second phase allowed us to validate what feedback we received.

What were the results of these consultations?

What We Heard:

1. Affordability for both owning and renting is a concern in Drumheller.
2. There is a need for increased availability and better quality of rental units in Drumheller.
3. There needs to be more accountability for landlords to provide ongoing maintenance and repairs for rental units in Drumheller.
4. More services, such as mental health supports, emergency accommodations, are needed.
5. Affordable and suitable housing for seasonal workers is needed in Drumheller.
6. Regulation of short-term rentals is needed to increase the availability of long-term rentals.
7. More independent, affordable options for seniors are needed.
8. Increased housing development, specifically higher-density housing, is needed.

What target populations were the consultations related to?

People with disabilities
Indigenous peoples
Women and children fleeing violence
People at risk of homelessness or transitioning out of homelessness supports
Seniors
Other

Files added: Drumheller_HousingStrategy_Round2_OpenHouse_Boards_221117_draft.pdf

Housing supply

Please provide the number of non-market housing units currently in the municipality(ies), as well as the number of units currently needed.

2024 current state

	Existing units	Current unit deficit (need)	Current accessible unit deficit (need)	Number of households on waitlist
Community housing	50	80		3
Seniors self contained	55	490		
Seniors lodge	109	490		
Other seniors housing	0	0	0	0
Non-market affordable housing	20	135		3
Permanent supportive housing	12	55		
Special needs	24	31	7	
Indigenous housing	0	247		
Rent supplement	0	0	0	0
Other	0	0	0	0

2029 projections

	Current unit deficit (need)	Anticipated new units	Committed or under development	Projected new demand	Unit loss to expiry, condition or age	Total projected unit deficit
Community housing	80			49		129
Seniors self contained	490			82		572
Seniors lodge	490			82		572
Other seniors housing	0			0		0
Non-market affordable housing	135			166		301
Permanent supportive housing	55			5		60
Special needs	31			3		34
Indigenous housing	247			82		329
Rent supplement	0			0		0
Other	0			0		0

If applicable, provide information on the number of emergency shelter spaces available, usage and trends associated with these spaces. (optional)

Although the waitlist for Non-Market Affordable and Community Housing is small, consultation with the Drumheller Housing Authority (DHA) has confirmed that there are others needing these forms of housing who have not applied (as they are aware of the sustained lack of vacancy). We believe the need is significantly higher than the waitlist indicates. There is currently no emergency housing within the Town of Drumheller. People experiencing homelessness will often reach out to Drumheller Valley FCSS, Salvation Army, Alberta Supports, and Drumheller Housing Association (DHA) for support. If there are no housing options within DHA people are referred outside the Drumheller Valley for emergency housing often to Calgary, Red Deer, Edmonton, or another community that has shelter space. As there is no public transit in Drumheller the only option is use a Taxi or the Valley Bus to get individuals and families to the shelter once a space is found. Feedback from stakeholders note that there is currently little or no funding available to pay for this transportation. For Transitional Housing, Colton's Place provides secure short-term housing for individuals and their children fleeing from domestic violence. Colton's Place is a collaborative effort between the Salvation Army, Big Country Anti-Violence Association, Town of Drumheller, Drumheller Housing Administration, and Drumheller RCMP. Colton's place has also been sponsored by the Drumheller Rotary. In 2023, Colton's Place was used 11 times and housed a total of 16 adults and children. An additional 3 were referred to the program but were unable to access the services as the shelter was full. An additional 5 were referred to the program but backed out due to personal reasons. Although Colton's Place only provides housing for persons fleeing domestic violence, the coordinator of the program received over 20 calls from the RCMP and AHS regarding homelessness in the Town in 2023.

Files added: NA

Municipal priorities

Please list the top three (3) priority housing types for the municipality and the number of units needed. Provide rationale / key findings to support the top housing priorities.

Priority 1

Housing type: Seniors self contained
Current units available: 55
Current units deficit: 490
Projected unit deficit in 5 years: 572
Current vacancy rate:
Current waitlist count:

Key findings/comments

There is a minimal range of existing housing options with most homes being single detached. Seniors are looking to downsize, but remain living independently; however, there are not a lot of options that meet their needs (e.g., single storey, two-bedroom, pet friendly). With an aging population and desire for seniors to remain living in the community, more independent housing options are needed. According to our growth projections and the Drumheller Valley Housing Strategy, the majority of new housing demand (85%) will be for seniors.

Please upload any documentation you may have to support this priority. (optional)

Files added: NA

Priority 2

Housing type: Non-market affordable housing
Current units available: 20
Current units deficit: 135
Projected unit deficit in 5 years: 301
Current vacancy rate:
Current waitlist count: 5

Key findings/comments

Additional 88-102 homes needed (both rental and ownership) by 2031. The last affordable housing units were built 15 years ago. However, between 2016 and 2021, the percentage of tenant households on subsidized housing has increased from 13.5% to 17.3%. The recent decrease in market rate housing availability has caused an increase in housing costs and the demand for affordable housing. The municipality aims to increase both community housing options and non-market affordable housing. The municipality hopes to encourage increased housing options within the community (as single-detached homes make up 76% of the market). By encouraging the creation of different housing options and mixed-income development, we hope to open up rental and ownership options to residents at different price points. The municipality is currently working with community partners and other orders of government to secure funding for affordable housing development

Please upload any documentation you may have to support this priority. (optional)

Files added: NA

Priority 3

Housing type: Other
Current units available: 0
Current units deficit: 0
Projected unit deficit in 5 years: 0
Current vacancy rate:
Current waitlist count: 0

Key findings/comments

Due to the large seasonal workforce caused by our significant tourism sector, there is extremely low vacancy throughout the summer. Both the Drumheller Valley Housing Strategy and the Travel Drumheller Destination Development Plan identified “securing housing for seasonal employees”, as one of the highest priorities in our region. The Town of Drumheller was selected as a potential pilot location for Happipad Housing – a 15-bedroom furnished modular co-living space meant to address the housing shortage for seasonal employees.

Please upload any documentation you may have to support this priority. (optional)

Files added: NA

Municipal endorsement

Have you received a municipal endorsement for each municipal government this submission is for?

Please upload copies of supporting documentation of your municipality’s endorsement(s) for this Housing Needs Assessment.

The municipal endorsement may consist of: approval by council, council committee, or municipal general manager.

For questions about municipal endorsements, please contact SH.HousingNeedsAssessment@gov.ab.ca.

Files added: NA

REQUEST FOR DECISION

TITLE:	2024 CDSP Department Budget Reallocation
DATE:	March 4, 2024
PRESENTED BY:	Victoria Chan, Chief Financial Officer / Director of Corporate & Community Services

SUMMARY:

Council has approved the 2024 Operating Budget for the Department of Community Development & Social Planning (CDSP). In light of the challenges faced by the organization in recruiting talents to fill temporary positions, Administration is proposing to repurpose the salary from a vacant position to grants to community groups.

RECOMMENDATION:

Administration recommends that Council approves the reallocation of \$60,000 from salaries under the CDSP – Administration to Grant to community groups.

DISCUSSION:

The Province’s Family and Community Support Services (FCSS) Program has approved funding to the Town in promoting and enhancing the wellbeing of residents of Drumheller. The programs are intended to help individuals adopt healthy lifestyles, improve their quality of life and build capacity to prevent and deal with crisis situations should they arise.

For the 2024 Budget, Council has agreed to the allocation of \$40,000 from the FCSS to be provided to community groups as part of the grant application process. Community groups interested in running initiatives meeting the FCSS program outcomes are encouraged to apply.

Given the vacancy in the CDSP Department, the Administration believes the reallocation of \$60,000 from salary to grants to community groups will see a better return of meeting the FCSS outcomes. As a result, this vacancy will not be filled for the remainder of the 2024 while the model of FCSS program delivery is under review.

FINANCIAL IMPACT:

There is no net impact to the overall departmental budget. The reallocation is internal from the CDSP Department whereas the salary is transferred to support grants to community group. The reduction in \$60,000 salary required in 2024 translates into an increase to grants to community groups from \$40,000 to \$100,000.

GL Coding	CDSP Salary	Grants to Community Group
1.2.5101.111	(\$60,000)	
1.2.5121.771		\$60,000

WORKFORCE AND RESOURCES IMPACT:

As a result of the vacancy and the grants to the community groups, the Town will provide less in-kind support and increase more financial support to community groups in designing and delivering FCSS initiatives.

COMMUNICATION STRATEGY:

The current version of the 2024 FCSS Grant Application has a deadline of June 30, 2024. A more robust communication campaign will be rolled out such as featuring on the Town's website, social media accounts, and via existing contact channels through our established interagency partnership. In order to facilitate the intake of grants and better delivery, the Town will have two intakes for the FCSS grant for 2024: one with a deadline of April 30, 2024, and the other one on June 30, 2024. There is no need to change the application form, but extra effort will be required to showcase the Town's two intake-timeline – and that early applications are always welcome due to funding restraints up to \$100,000.

COUNCIL MOTION:

MOTION:

Move that Council approve the reallocation of \$60,000 from the 2024 Community Development and Social Planning Department salaries to grants for community groups, thus resulting in an increase to Family and Community Social Services grant funding for community groups from \$40,000 to \$100,000 for 2024.

SECONDED:



Prepared by:
Victoria Chan, CPA, CGA, LL.B, LL.M
Chief Financial Officer
Director of Corporate & Community Services



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

REQUEST FOR DECISION

TITLE:	North Drumheller River Crossing Recommendation for Award
DATE:	February 22, 2024
PRESENTED BY:	Kelcie Wilson, C.E.T., Capital Project Manager
ATTACHMENTS:	Associated Engineering Award Letter Project Location Map

SUMMARY:

In 2022 administration tendered an RFP for Engineering and Design Services for two projects:

1. North Drumheller River Crossing (Sanitary & Watermain)
2. Lift Station: North Drumheller/Forcemain Connection

Both projects were identified in MPE's Capital Project Report (2018). A brief description for each project is as follows:

1. North Drumheller River Crossing (Sanitary & Watermain)
 - a. The river crossing near the North Drumheller Lift Station is nearing its life expectancy and as such requires replacement. The water and sanitary currently come across from the North Drumheller Lift station located within River Grove campground and proceed south across the Red Deer River where they connect with their corresponding infrastructure along 4th Street W.
2. Lift Station: North Drumheller/Forcemain Connection
 - a. Historically the town had reported issues of sanitary sewer surcharging and basement back-up flooding issues downtown and downstream of the North Drumheller forcemain outlet on 4th Street W. In 2000 and 2003, MPE undertook Sanitary Sewer Flow Modelling to look at options of extending the North Drumheller Lift Station forcemain to tie into the Newcastle Lift Station forcemain, as well as other operational and capital improvements to remedy this issue. This proposed solution removes the North Drumheller sanitary forcemain outlet and uses the Nacmine forcemain to bypass the downtown gravity sanitary system.

Associated Engineering was awarded both projects as the design for one project directly impacts the design of the other. Upon commencing the design of each project changes were made as follows:

1. North Drumheller River Crossing (Sanitary & Watermain)
 - a. The proposed design sees the new water and sanitary main coming across from the North Drumheller Lift Station and connecting into 5th Street W.
2. Lift Station: North Drumheller/Forcemain Connection
 - a. During design it was found to be more feasible to have the sanitary forcemain come down 5th Street W to connect into the Nacmine Forcemain. The new alignment has the pipe coming down 5th Street W to 3rd Avenue W head west to 4th Street W then go south to the end of 4th Street then head east to 3rd Street W then go South to Highway 575 (see attached project map).

A Request for Tender for the “North Drumheller River Crossing” project was posted on Associated Engineering bids&tenders website February 1, 2024. Additionally, a notice was posted to the Town’s Alberta Purchasing Connection websites on February 1, 2024. The opportunity closed on February 22, 2024, with a total of five (5) tenders received. They are summarized as follows:

Contractor	Tendered Amount (excluding GST)	Compliant Bid (Y/N)
Pidherney’s Inc.	\$3,331,952.00	Y
Wilco Contractors Southwest Inc.	\$3,421,327.50	Y
Everest Construction Management Ltd.	\$3,638,700.00	Y
Option Excavating Inc.	\$3,949,850.00	Y
United Utilities Ltd.	\$12,558,159.40	Y

Associated Engineering has indicated that Pidherney’s is the lowest compliant bidder however the following items should be noted:

- All companies assumed that both projects would be done separately and as such the schedule for the two lowest compliant bidders is as follows:

Contractor	Schedule On Site	Total Schedule
Pidherney’s Inc.	18.7 Weeks	24 Weeks
Wilco Contractors Southwest Inc.	16.4 Weeks	24 Weeks

- The North Drumheller Flood Project was recently awarded to Wilco Contractors Southwest and the Town would potentially see the following work efficiencies/public engagement efficiencies:
 - **Time Efficiency:** With one contractor overseeing both projects, there’s a better chance of coordinating schedules and resources effectively, potentially leading to faster completion times.
 - **Resource Optimization:** Sharing equipment, labor, and materials between projects can reduce waste and idle time, maximizing the use of resources.
 - **Streamlined Communication:** Working with one contractor simplifies communication and decision-making processes, reducing the risk of miscommunication or delays.
 - **Consistent Quality:** A contractor managing multiple projects can ensure consistent quality standards across both sites, as they can apply the same best practices and quality control measures.
 - **Risk Management:** Having one contractor responsible for both projects can help mitigate risks such as delays, disputes, or quality issues, as they have a vested interest in the success of both projects.
 - **Increased Flexibility:** The contractor can allocate resources more flexibly between the projects, responding to changing needs or unexpected issues more effectively.
 - **Clearer Accountability:** Having one contractor responsible for both projects provides clearer accountability. This reduces the potential for conflicts over responsibility or blame if issues arise.
 - **Unified Decision-Making:** With one contractor overseeing both projects, there is a more unified decision-making process. This reduces the potential for conflicts arising from conflicting decisions or directions from different contractors.

- It is to be noted that other cost saving could be found during contract negotiations and throughout the construction life cycle.

The RFT was posted with the following verbiage.

INSTRUCTIONS TO BIDDERS

1.9 BID ENCLOSURES/REQUIREMENTS

.7 Bid Form Requirements:

.8 Bid analysis will be based on the evaluation of any Supplements to the Bid form; and Total Bid price, exclusive GST.

1.10 OFFER ACCEPTANCE/REJECTION

.2 Acceptance of Offer:

.1 Owner reserves the right to accept any offer, waive defects in any offer, or reject any or all offers.

.2 Acceptance of an offer will be made on Bidders that will give the greatest value based on quality, service, and price.

.3 The Owner reserves the right to, prior to acceptance of any offer, negotiate with the Bidder that represents the lowest compliant offer in terms of value based on the terms of these Instructions to Bidders and the Contract Documents. The Owner has no duty or obligation to advise any other Bidder of such negotiation or to allow them to vary their Bid Price due to any negotiations with the lowest compliant Bidder.

Based on the verbiage written within the Request for Tender Administration recommends executing their right to award the contract for the North Drumheller River Crossing project to Wilco Contractors Southwest Inc.

The intent is for construction to commence as soon as possible once approvals are in order, with a substantial completion of this project specified to be August 30, 2024.

RECOMMENDATION:

Administration recommends that the North Drumheller River Crossing Request for Tender be awarded to Wilco Contractors Southwest Inc. in the amount of \$3,421,327.50 excluding GST.

FINANCIAL IMPACT:

Funding for this project will come from the following project codes in the approved 2023 & 2024 Capital Budget:

Capital Project	Approved Budget (2022 & 2024)	GL Code
North Drumheller River Crossing – Water	\$1,430,000	2.6.4100.611.7129
North Drumheller River Crossing – Sanitary	\$1,450,000	2.6.4200.611.7138
Lift Station: North Drumheller/Forcemain Connection	\$800,000	2.6.4200.611.7140

A comparison of the Approved Capital Budgets to the Actual Cost of the Project are as follows:

Description	Dollar value
Approved 2022 & 2024 Capital Budget - North Drumheller River Crossing – Watermain & Sanitary	\$2,880,000.00
Approved 2022 & 2024 Capital Budget - Lift Station: North Drumheller/Forcemain Connection	\$800,000.00
TOTAL APPROVED CAPITAL BUDGET	\$3,680,000.00
Associated Engineering Contracted Value to Date	\$307,414.98
Wilco – North Drumheller River Crossing (Water & Sanitary)	\$2,795,600.00
Wilco – Lift Station: North Drumheller/Forcemain Connection	\$625,727.50
TOTAL COST	\$3,421,327.50
BUDGET SHORTFALL	\$48,742.48

Administration would like to note the following:

- Associated Engineering onsite construction hours will increase due to the increased schedule and will also have an impact on the overall budget.

STRATEGIC POLICY ALIGNMENT:

Awarding the contract would support the Town’s commitment to Environmental Responsibility and Quality of life to our residents.

COMMUNICATION STRATEGY:

A letter of award will be sent to the successful proponent. Letters will also be issued to the affected residents and business owners along the project extents. An award summary will be posted to the relevant procurement websites.

MOTION: Councillor: _____

Moves that the award for the North Drumheller River Crossing Request Tender be awarded to Wilco Contractors Southwest Inc. for the amount of \$3,421,627.50 excluding GST.

Seconder Councillor: _____

Seconder: _____

AND

MOTION: Councillor: _____

Moves that an additional \$50,000 be transferred from Water Reserves to the North Drumheller River Crossing – Water Project to make up for the Budget Shortfall.

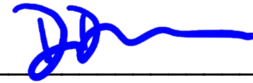
Seconder Councillor: _____

Seconder: _____



Prepared by:
Kelcie Wilson, C.E.T.
Capital Project Manager

Reviewed by:
Kevin Blanchett
Acting Director of Infrastructure Services



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



February 27, 2024
File: 2022-3553-00

TEL: 403.329.1404

Kelcie Wilson, C.E.T.
Capital Project Manager
Town of Drumheller
702 Premier Way
Drumheller, AB T0J 0Y4

**Re: TOWN OF DRUMHELLER
NORTH LIFT STATION RIVER CROSSING AND FORCEMAIN EXTENSION
RECOMMENDATION OF AWARD**

Dear Kelcie:

Bids for the above noted project were received through the Bids and Tenders - Online Bidding System up to 02:00 PM on Thursday, February 22, 2024, and opened electronically at Associated Engineering's (Associated) office.

We have conducted a review and comparison of five bid submissions and have attached a Bid Analysis for your reference. All tenders have been checked and the amounts shown in the summary have been found to be correct.

Bidder	Schedule A - HDD River Crossing	Schedule B - Forcemain Extension and Tie in	Optional Directional Drilling Price to South Dinosaur Tie in location	Total Bid Price (excluding GST) (excluding optional price)
Pidherney's Inc	\$2,748,007	\$583,945	\$55,620	\$3,331,952.00
Wilco Contractors Southwest Inc.	\$2,795,600	\$625,727.50	\$90,000	\$3,421,327.50
Everest Construction Management	\$3,009,194	\$629,505.50	DNP	\$3,638,700.00
Option Excavating Inc.	\$3,301,450	\$648,400	DNP	\$3,949,850.00



Platinum member



Bidder	Schedule A – HDD River Crossing	Schedule B – Forcemain Extension and Tie in	Optional Directional Drilling Price to South Dinosaur Tie in location	Total Bid Price (excluding GST) (excluding optional price)
United Utilities Ltd.	\$10,560,438	\$1,997,721	\$36,000	\$12,558,159.40

Associated has reviewed all bids for compliance with submission requirements and conducted a bid analysis. Pidherney’s was the lowest compliant bidder. Worth noting, while all the contractors submitted a schedule indicating completion by the contractual completion date, Pidherney’s Schedule indicates a construction duration of 24 weeks, which doesn’t reflect efficiencies of completing the open cut installations simultaneously with the directional drill. The Town’s award criteria is noted below, per the contract documents.

Award recommendation criteria as stated in 00 21 13 – Instructions to Bidders, 1.10.2 -

- 1.1.1.1 Owner reserves the right to accept any offer, waive defects in any offer, or reject any or all offers.
- 1.1.1.2 Acceptance of an offer will be made on Bidders that will give the greatest value based on quality, service and price.
- 1.1.1.3 The Owner reserves the right to, prior to acceptance of any offer, negotiate with the Bidder that represents the lowest compliant offer in terms of value based on the terms of these Instructions to Bidders and the Contract Documents. The Owner has no duty or obligation to advise any other Bidder of such negotiation or to allow them to vary their Bid Price due to any negotiations with the lowest compliant Bidder.
- 1.1.1.4 After acceptance of an offer by Owner, Engineer, on behalf of Owner will issue a written Notice of Award to accepted Bidder.



**Associated
Engineering**

*GLOBAL PERSPECTIVE.
LOCAL FOCUS.*

February 27, 2024
Kelcie Wilson, C.E.T.
Page 3

If the Town is in agreement, please notify us as such and we will prepare a Notice of Award on your behalf.

If you have any questions or concerns regarding the above, please do not hesitate to contact the undersigned directly.

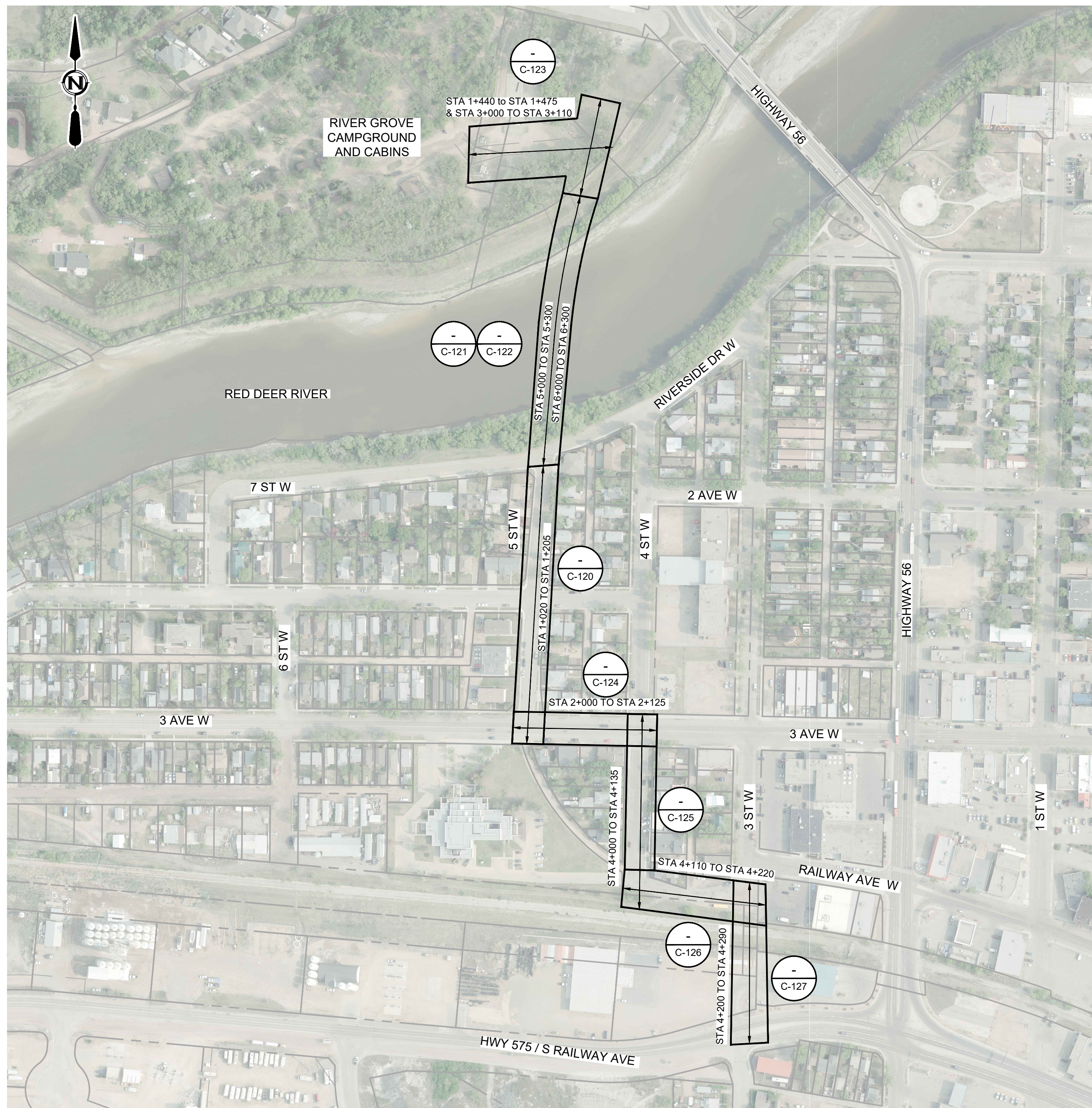
Yours truly,

A handwritten signature in black ink, appearing to read 'John Crawford'.

John Crawford, C.E.T., GSC
Project Manager

JC/ts





1 PLAN 1:5000
PLAN/PROFILE INDEX

PLOT DATE: 1/31/2024 2:54:23 PM
FILE: 2022-3553-01-C-100.DWG
DRAWN BY: B. MCCORD
CHECKED BY: C. LAMONT
DATE: 03/04/2024
DRAWN PATH: \\s:\2022-3553-01\CAD\2022-3553-01-c-100.dwg



Platinum member

REV	DATE	DESIGN	DRAWN	DESCRIPTION
0	2024FEB01	C LAMONT	B MCCORD	ISSUED FOR TENDER

TOWN OF
DRUMHELLER

NORTH DRUMHELLER RIVER
CROSSING WATER & SANITARY
FORCEMAIN EXTENSION
2022-3553-01

SCALE: AS SHOWN

CIVIL
PLAN
PLAN/PROFILE INDEX

DRAWING	REVISION	SHEET
2022-3553-01-C-100	0	3