



TOWN OF DRUMHELLER
REGULAR COUNCIL MEETING

AGENDA

TIME & DATE: 4:30 PM – Monday April 8, 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 April 8, 2024 Regular Meeting

Proposed Motion:

Move that Council adopt the agenda for the April 8, 2024 Regular Council meeting as presented.

5. MEETING MINUTES

5.1 Minutes for March 18, 2024 Regular Council as presented.

[Regular Council Meeting –March 18, 2024 - Minutes](#)

Proposed Motion:

Move that Council approve the minutes for the March 18, 2024, Regular Council meeting as presented.

COUNCIL BOARDS AND COMMITTEES

6. **PUBLIC HEARINGS TO COMMENCE AT 5:30 PM**

Proposed Bylaw 10.24 Rosedale Railway Avenue, Road Closure (Right of Way)

[Link to RFD + Proposed Bylaw 10.24 + Map](#)

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
David Keirle
6. Public Participation - Written Submissions
7. Final Comments
8. Mayor to Call for Public Hearing to Close.

7. REPORTS FROM ADMINISTRATION

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Chief Administrative Officer

7.1 Flood Resiliency Project Director

7.1.1 Request for Decision:

Certificate of Approval and Resolution for Expropriation pertaining to a Partial Parcel for Berm Construction affecting Plan 202EO, Parcel D, Containing 4.70 acres more or less, excepting Plan: Drainage - Ditch – Site, Number: 2037JK, Acres more or less: 0.35
712 Hunter Drive, Nacmine

[Request for Decision + Certificate of Approval + Resolution](#)

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 Plan 202EO, Parcel D, Containing 4.70 acres more or less, excepting Plan: Drainage – Ditch – Site,
Number: 2037JK, Acres more or less: 0.35; Title Number 021 280 028.

7.1.2 Request for Decision:

Certificate of Approval and Resolution for Expropriation pertaining to a Partial Parcel for Berm Construction affecting Descriptive Plan 2410629, Lot 4A
748 Hunter Drive, Nacmine

[Request for Decision + Certificate of Approval + Resolution](#)

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 Descriptive Plan 2410629, Lot 4A; Title Number 241 070 081.

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

7.2 Director of Corporate and Community Services Department

7.2.1 Request for Decision: Financial Reporting Extension Request from the Government of Alberta

[Request for Decision](#)

Proposed Motion:

Moves that Council direct the Chief Administrative Officer to submit a request no later than April 15, 2024, to the Government of Alberta, for a Financial Reporting Extension, which includes the audited financial statements and Financial Information Return.

EMERGENCY AND PROTECTIVE SERVICES

INFRASTRUCTURE DEPARTMENT

7.3 Acting Director of Infrastructure

7.3.1 Request for Decision: Flag, Banners and Decorative Trails Policy INF-C-01

[Request for Decision+Policy](#)

Proposed Motion:

Moves that Council approve Policy INF-C-01 - Flag, Pole Banner and Decorative Trail Policy as presented.

CLOSED SESSION

8. ADJOURNMENT

Proposed Motion: That Council adjourn the meeting.



TOWN OF DRUMHELLER
REGULAR COUNCIL MEETING

MINUTES

TIME & DATE: 4:30 PM – Monday, March 18, 2024

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

IN ATTENDANCE

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

Acting Chief Administrative Officer: Greg Peters
Director of Corporate & Community Services: Victoria Chan (Remote)
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

Deputy Mayor Lacher called the meeting to order at 4:30 PM

2. OPENING COMMENTS

Congratulations and thank you to the Drumheller Standing Committee on Health for hosting approximately thirty (30) post-secondary medical students over the weekend who may be interested in working in the Drumheller Valley.

Reminder that Public Works staff are out filling potholes. If residents know where potholes are, please send a SeeClickFix request.

3. ADDITIONS TO THE AGENDA

4. ADOPTION OF AGENDA

4.1 Agenda for Monday, March 18, 2024, Regular Council Meeting

M2024.110 Moved by Councillor Price, Councillor Kolafa
that Council adopt the agenda for Monday, March 18, 2024, Regular Council
meeting as presented.

CARRIED UNANIMOUSLY

5. MEETING MINUTES

5.1 Minutes for Monday, March 04, 2024 Regular Council Meeting

Agenda Attachment: Regular Council Meeting – Monday, March 04, 2024 - Minutes

M2024.111 Moved by Councillor Hansen-Zacharuk, Councilor Zariski that Council approve the minutes for the Monday, March 04, 2024 Regular Council Meeting as presented.

CARRIED UNANIMOUSLY

6. COUNCIL BOARDS AND COMMITTEES

6.1 Request for Decision: Drumheller Housing Authority (DHA) Board Appointments

Agenda Attachments: Request-for-Decision; Application Form – James Forbes

M2024.112 Moved by Councillor Sereda, Councilor Zariski that Council appoint James Forbes to the Drumheller Housing Administration for a three (3) year term ending March 18, 2027.

CARRIED UNANIMOUSLY

6.2 Request for Decision: Municipal Planning Commission (MPC) Board Appointment

Agenda Attachments: Request-for-Decision; Application Form – Aaron Hamilton

M2024.113 Moved by Councillor Sereda, Councillor Price that Council appoint Aaron Hamilton to the Municipal Planning Commission (MPC) for a three (3) year term ending March 18, 2027.

CARRIED UNANIMOUSLY

7. REPORTS FROM ADMINISTRATION

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Chief Administrative Officer

7.1 Flood Resiliency Project Director

- 7.1.1 Request for Decision:
Certificate of Approval and Resolution for Expropriation pertaining to a Partial Parcel for Berm Construction affecting Plan 9410208, Lot 1
760 2 Avenue, Nacmine

Agenda Attachments: Request for Decision; Certificate of Approval; Resolution

- M2024.114 Moved by Councillor Kolafa, Councillor Hansen-Zacharuk
that Council approve the Certificate of Approval and Resolution for Expropriation pertaining to a portion of the parcel of land described as Plan 9410208, Lot 1; Title Number 011 248 557.

CARRIED UNANIMOUSLY

- 7.1.2 Request for Decision:
Certificate of Approval and Resolution for Expropriation pertaining to a Partial Parcel for Berm Construction affecting Plan 1622FB, the westerly 19.50 metres in perpendicular width throughout of Lot 4
810 2 Avenue, Nacmine

Agenda Attachments: Request for Decision; Certificate of Approval; Resolution

- M2024.115 Moved by Councilor Zariski, Councillor Sereda
that Council approve the Certificate of Approval and Resolution for Expropriation pertaining to a portion of the parcel of land described as Plan 1622FB, the westerly 19.50 metres in perpendicular width throughout of Lot 4; Title Number 871 123 537.

CARRIED UNANIMOUSLY

- 7.1.3 Request for Decision:
Certificate of Approval and Resolution for Expropriation pertaining to a Partial Parcel for Berm Construction affecting Plan 1622FB, Lot 4, excepting thereout the westerly 19.50 metres in perpendicular width throughout
820 2 Avenue, Nacmine

Agenda Attachments: Request for Decision; Certificate of Approval; Resolution

- M2024.116 Moved by Councillor Sereda, Councillor Hansen-Zacharuk
that Council approve the Certificate of Approval and Resolution for Expropriation pertaining to a portion of the parcel of land described as Plan 1622FB, Lot 4, excepting thereout the westerly 19.50 metres in perpendicular width throughout; Title Number 081 362 428.

CARRIED UNANIMOUSLY

- 7.1.4 Request for Decision:
Certificate of Approval and Resolution for Expropriation pertaining to a Partial Parcel of a
Partial Parcel for Berm Construction affecting Lot 3, Plan 1622FB
932 Hunter Drive, Nacmine

Agenda Attachments: Request for Decision; Certificate of Approval; Resolution

- M2024.117 Moved by Councillor Price, Councillor Kolafa
that Council approve the Certificate of Approval and Resolution for Expropriation
pertaining to a portion of the parcel of land described as Lot 3, Plan 1622FB; Title
Number 021 377 241.

CARRIED UNANIMOUSLY

7.2 Manager of Economic Development

- 7.2.1 Request for Decision:
2024 Residential Development Incentive Programs

Agenda Attachments: Request for Decision

- M2024.118 Moved by Councilor Zariski, Councillor Hansen-Zacharuk
Moves that Council approve the abatement of the municipal portion of taxes
in accordance with the following schedule:

For the year 2024 - 100% tax abatement
For the year 2025 - 75% tax abatement
For the year 2026 - 50% tax abatement
For the year 2027 - 25% tax abatement

For the following roll numbers:
20020854

In accordance with Bylaw 13.20

CARRIED UNANIMOUSLY

CORPORATE AND COMMUNITY SERVICES DEPARTMENT

7.3 Director of Corporate and Community Services Department

- 7.3.1 Request for Decision:
Council Policy CS-C-01 Asset Retirement Obligations (ARO)

Agenda Attachment: Request for Decision

- M2024.119 Moved by Councillor Price, Councillor Hansen-Zacharuk
that Council approve Policy CS-C-01 Asset Retirement Obligations with a retroactive
effective date of January 1, 2023, as presented.

CARRIED UNANIMOUSLY

Proposed Motion:

Move that Council approve Policy CS-C-01 Asset Retirement Obligations with a
retroactive effective date of January 1, 2023, as presented.

- 7.3.2 Request for Decision:
Supply and Delivery of Four Multifunctional Printers – Request for Additional Funding

Agenda Attachment: Request for Decision

- M2024.120 Moved by Councillor Sereda, Councillor Hansen-Zacharuk
that Council approve a transfer of \$19, 759.59 from the Capital Reserves to the 2024
Capital Budget to fund the purchase of three multifunctional printer units.

CARRIED UNANIMOUSLY

EMERGENCY AND PROTECTIVE SERVICES

INFRASTRUCTURE DEPARTMENT

7.4 Acting Director of Infrastructure

7.4.1 Request for Decision: 2024 Water Master Servicing Study

Agenda Attachments: Request for Decision; [Link to the 2024 Water Servicing Study](#)

- M2024.121 Moved by Councillor Price, Councillor Hansen-Zacharuk
that Council adopts the 2024 Water Master Servicing Study as presents, and that a
review of the Water Master Servicing Study takes place every 3-5 years.

CARRIED UNANIMOUSLY

7.4.2 Request for Decision: 2024 Utility Capital Project – Scope Change

Agenda Attachment: Request for Decision

M2024.122 Moved by Councillor Kolafa, Councillor Hansen-Zacharuk
that Council removes the following projects from the 2024 Utility Capital Budget:

1. Huntington Booster Station – Upgrade / Replacement (\$100,000)
2. Bankview Booster Station- New Construction (\$100, 000)

AND reallocate the money to “Reservoir – Pre-Design” with the capital budget of \$200,000.

CARRIED UNANIMOUSLY

CLOSED SESSION

9. ADJOURNMENT

M2024.123 Moved by Councillor Price, Councillor Hansen-Zacharuk
that Council adjourn the meeting.

CARRIED UNANIMOUSLY

Council adjourned the meeting at 5:27 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER

REQUEST FOR DECISION

TITLE:	Drumheller Resiliency and Flood Mitigation Program – Resolution for Expropriation of a Partial Parcel for Berm Construction affecting Plan 202EO, Parcel D, Containing 4.70 acres more or less, excepting Plan: Drainage - Ditch – Site, Number: 2037JK, Acres more or less: 0.35 712 Hunter Drive, Nacmine
MEETING DATE:	April 8 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 Nacmine Berm starting in the spring of 2025, partial acquisition of land from this parcel is required. Negotiations with the impacted landowners began in August 2023, and have been on-going over the past several months. The subject partial acquisition property owners have rejected our purchase offers of Fair Market Value, as determined by an appraisal.

A Resolution approving Expropriation was passed by Council on January 22, 2024. The Notice of Intention to Expropriate has been served on the registered property owners 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 712 Hunter Drive (Plan 202EO, Parcel D, Containing 4.70 acres more or less, excepting Plan: Drainage - Ditch – Site, Number: 2037JK, Acres more or less: 0.35), 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. An offer has been made to the impacted property owners for the Nacmine Berm 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.

WORKFORCE AND RESOURCES IMPACT

Acquisition of land by means of expropriation versus by agreement requires significant additional Flood Office staff time to prepare expropriation documents for Council, present the documents, and coordinate registration with Land Titles, estimated to be at minimum, two days of staff time per expropriation, assuming no objections are filed. Legislative Services staff also spend approximately a half day of time for expropriation to coordinate Council agendas, document signing and registrations at Land Titles. Additionally, the Town requires support from legal counsel and a professional surveyor, which results in additional costs to the Town and additional effort for coordination.

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 owners, 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.

PROPOSED 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 Plan 202EO, Parcel D, Containing 4.70 acres more or less, excepting Plan: Drainage - Ditch – Site, Number: 2037JK, Acres more or less: 0.35; Title Number 021 280 028.



Prepared by:
Tara Paradis, EIT
DRFMO Project Assistant



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



Approved by:
Darryl E. 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 February 12, 2024, on the Landowners 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 Landowners or any party with a registered interest in the subject lands;

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

AND UPON consideration of the Request for a Decision dated April 8, 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.

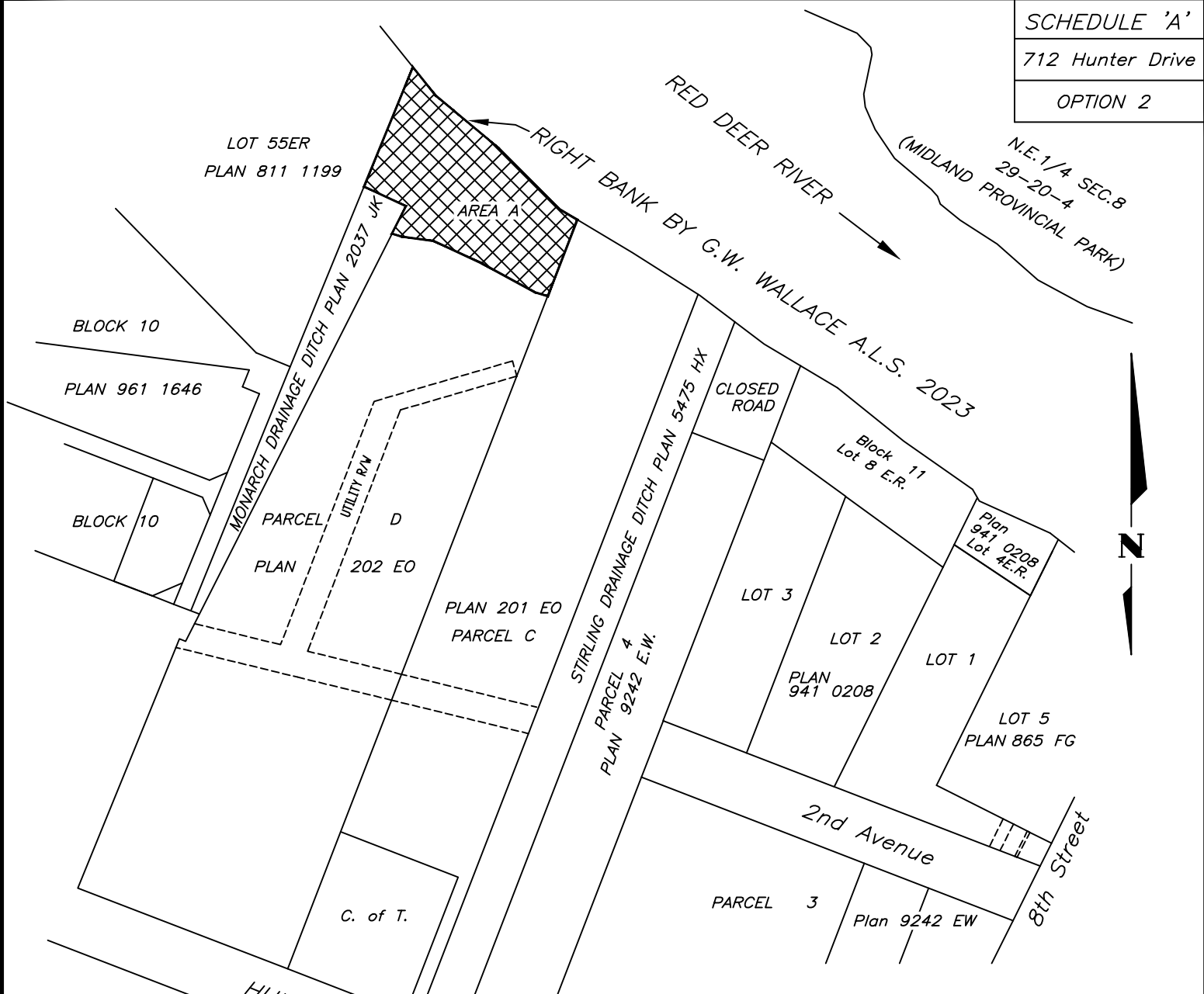
Dated this _____ day of _____, 2024

Motion Carried


Town of Drumheller

Heather Colberg, Mayor

Darryl Drohomerski, CAO



NACMINE DISTRICT
DRUMHELLER, ALBERTA
PLAN SHOWING AREA TO BE ACQUIRED BY
EXPROPRIATION FOR FLOOD MITIGATION
PURPOSES AFFECTING
PART OF PARCEL D, PLAN 202 E.O.
WITHIN THE
N.E.1/4 SEC.8, TWP,29, RGE.20, W.4M.
SCALE= 1:1000 ——— 2023 ——— W.R.HUNTER, A.L.S.

LEGEND:
Distances are in metres and decimals thereof.
Area affected by this plan is shown thus... 
And contains 2544.5sq.m. = 27388sq.ft.

REV.	DATE	DESCRIPTION
2	Jan. 2, 2024	NORTH BOUNDARY PLAN 2037 JK (DITCH) MODIFIED AND AREA AFFECTED AMENDED
1	DEC. 4, 2023	BY AGREEMENT CHANGED TO EXPROPRIATION
0	Nov. 28, 2023	ISSUED

HUNTER SURVEY SYSTEMS LTD.
CALGARY, ALBERTA
FILE: 23-256-PARCEL-D-OP2 NACMINE

REQUEST FOR DECISION

TITLE:	Drumheller Resiliency and Flood Mitigation Program – Resolution for Expropriation of a Partial Parcel for Berm Construction affecting Descriptive Plan 2410629, Lot 4A 748 Hunter Drive, Nacmine
MEETING DATE:	April 8 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 Nacmine Berm starting in the spring of 2025, partial acquisition of land from this parcel is required. Negotiations with the impacted landowner began in August 2023, 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 January 22, 2024. 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 748 Hunter Drive (2410629;4A), 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. An offer has been made to the impacted property owner for the Nacmine Berm 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.

WORKFORCE AND RESOURCES IMPACT

Acquisition of land by means of expropriation versus by agreement requires significant additional Flood Office staff time to prepare expropriation documents for Council, present the documents, and coordinate registration with Land Titles, estimated to be at minimum, two days of staff time per expropriation, assuming no objections are filed. Legislative Services staff also spend approximately a half day of time for expropriation to coordinate Council agendas, document signing and registrations at Land Titles. Additionally, the Town requires support from legal counsel and a professional surveyor, which results in additional costs to the Town and additional effort for coordination.

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.

PROPOSED 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 Descriptive Plan 2410629, Lot 4A; Title Number 241 070 081.



Prepared by:
Tara Paradis, EIT
DRFMO Project Assistant



Reviewed 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:
“DESCRIPTIVE PLAN 2410629
LOT 4A
EXCEPTING THEREOUT ALL MINES AND MINERALS”**

INCLUDING:

**FEE SIMPLE ESTATE WHICH LIES WITHIN:
PLAN
AREA 'A'
EXCEPTING THEREOUT ALL MINES AND MINERALS**

(hereinafter referred to as the “Lands”)

1. The nature of the interest in the lands expropriated is: the fee simple estate shown and marked as Area 'A' 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 Raymond John Schmidt in Certificate of Title Number 241 070 081.

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 February 12, 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 April 8, 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.

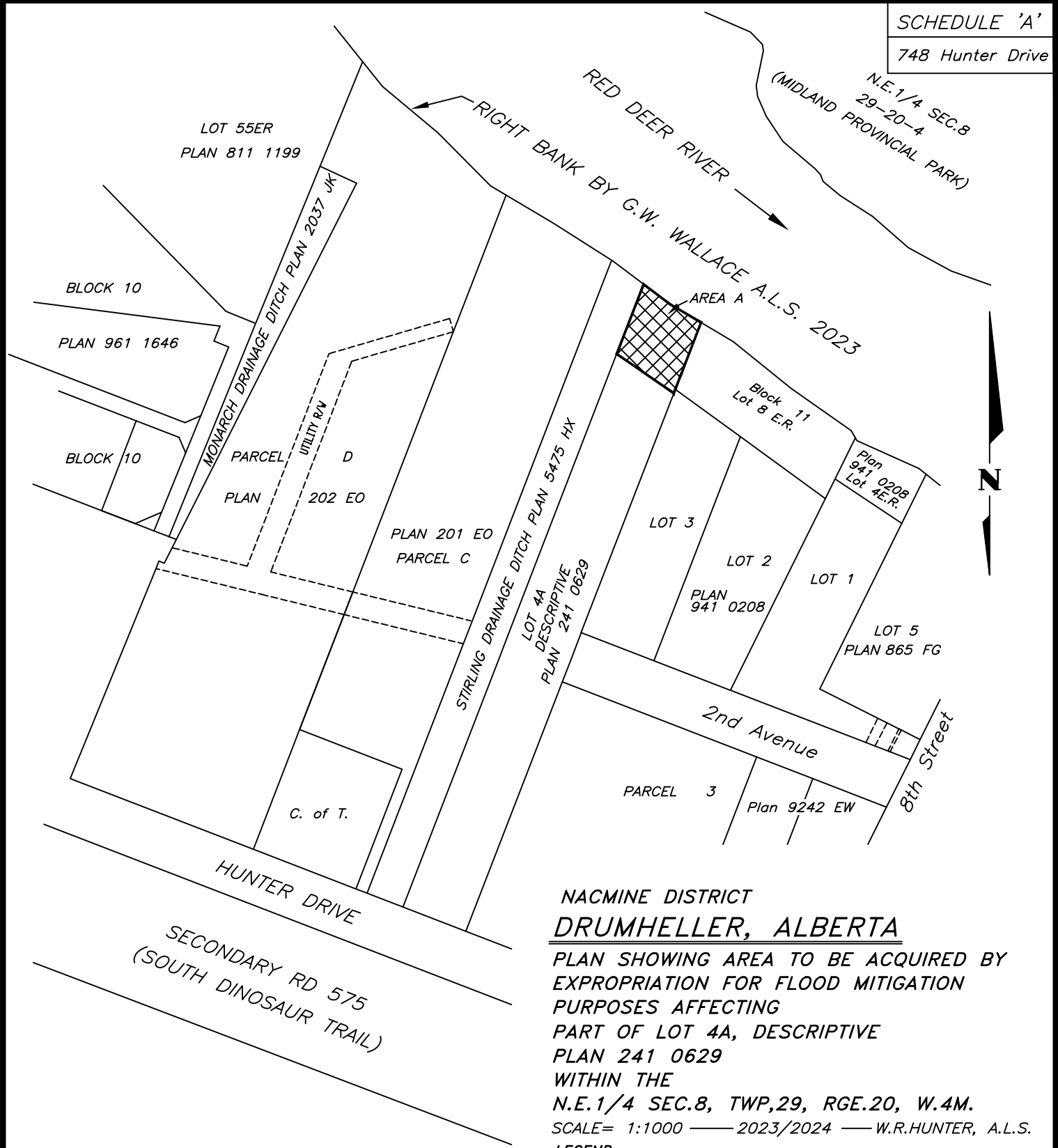
Dated this _____ day of _____, 2024

Motion Carried

Town of Drumheller


Heather Colberg, Mayor

Darryl Drohomerski, CAO



**NACMINE DISTRICT
DRUMHELLER, ALBERTA**

PLAN SHOWING AREA TO BE ACQUIRED BY
EXPROPRIATION FOR FLOOD MITIGATION
PURPOSES AFFECTING
PART OF LOT 4A, DESCRIPTIVE
PLAN 241 0629
WITHIN THE
N.E.1/4 SEC.8, TWP,29, RGE.20, W.4M.
SCALE= 1:1000 — 2023/2024 — W.R.HUNTER, A.L.S.

LEGEND:
Distances are in metres and decimals thereof.
Area affected by this plan is shown thus... 
And contains 722.3sq.m. = 7774sq.ft.

REV.	DATE	DESCRIPTION
4	April. 4, 2024	CONSOLIDATE DESCRIPTIVE PLAN 241 0629 ADDED
3	Jan. 2, 2024	NORTH BOUNDARY PLAN 2037 JK (DITCH) MODIFIED
2	DEC. 4, 2023	"AGREEMENT" CHANGED TO EXPROPRIATION TWO DISTANCES ADDED
1	Nov. 29, 2023	ISSUED BY AGREEMENT WITH WSP BDY
0	Nov. 25, 2023	ISSUED BY AGREEMENT WITH WRH BDY

REQUEST FOR DECISION

TITLE:	Request for Financial Reporting Extension Requests
DATE:	April 4, 2024
DEPARTMENT	Corporate Services
PRESENTED BY:	Victoria Chan, CPA, CGA, LL.B, LL.M Chief Financial Officer / Director of Corporate & Community Services
ATTACHMENTS:	Government of Alberta – Financial Reporting Extension Requests Evaluation Criteria

SUMMARY:

All municipalities in Alberta are governed by the *Municipal Government Act* (MGA). As stipulated in section 276 of the MGA, municipalities must prepare the annual financial statements in accordance with the standards approved by the Public Sector Accounting Board (PSAB).

Section 277 of the Act gives the authority to the Minister in establishing additional reporting requirements for the Financial Information Return (FIR).

The statutory deadline for filing the audited financial statements and the FIR to the Minister is May 1 of each year. Requests for extension to Municipal Affairs must include a Council resolution requesting the extension.

With the new PSAB reporting requirements of the Asset Retirement Obligations for the Town, and given the senior management positions who could provide in-house advice and expertise in shaping the management estimate of the ARO were either vacant and/or on extended leave of absence, it is of the Administration’s opinion that an extension to the financial reporting deadline would allow the Town with more time in preparing the financial statements with this new reporting requirement.

FINANCIAL IMPACT:

This request will not impose additional financial impact. The auditing fee is an approved Operating Budget item in the 2024 Budget. GL Code: 1-2-1201-231.

RECOMMENDATION:

Administration recommends that Council directs the Chief Administrative Officer to request a Financial Reporting Extension to the Province must be done between April 1 to 15, 2024.

WORKFORCE AND RESOURCES IMPACT:

Upon approval, the request for extension will be formally made to the Minister for decision. An extension, once granted, is typically extended for additional 30 or 60 days.

STRATEGIC POLICY ALIGNMENT:

Administration is striving to meet the statutory deadline and this request is a preemptive measure to ensure the Town is meeting its requirements as per the MGA.

COMMUNICATION STRATEGY:

Communication Plan will be prepared when the draft audited financial statements are tabled for Council’s adoption.

COUNCIL MOTION:

MOTION:

Moves that Council direct the Chief Administrative Officer to submit a request no later than April 15, 2024, to the Government of Alberta, for a Financial Reporting Extension, which includes the audited financial statements and Financial Information Return.



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



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

Financial Reporting Extension Requests

Evaluation Criteria

Time extensions to submit financial reporting, including the Financial Statements (FS) and Financial Information Return (FIR) may only be provided under the following criteria:

- The municipality or RSC was affected by a catastrophic event (e.g. major natural disaster or loss of municipal office).
- The chief administrative officer (CAO) and/or the chief financial officer (CFO) passed away or was on extended medical leave during the period between January 1 and May 1 of the year that the FIR or the FS are due.
- The CAO and/or the CFO position was vacant for more than a month in the municipality or RSC between January 1 and May 1 of the year that the FIR or the FS are due.
- A criminal investigation or forensic audit is taking place due to an occurrence of fraud in the municipality or RSC.
- An audit of the municipality or RSC by the Minister is taking place, or took place, between January 1 and May 1 of the year that the FIR or the FS are due.
- The municipality is a shareholder of a Municipally Controlled Corporation which has yet to submit their FS to the shareholder municipality(s), which are to be incorporated into the shareholder municipality(s)'s FS in order to be completed.
- The municipality or RSC is subject to a material or significant restatement of the FS from the prior financial year.

Extension requests outside of the specific criteria will not be approved.

Procedures to Request Extensions

Where a municipality or RSC requests an extension:

- The request must be:
 - emailed to ma.updates@gov.ab.ca;
 - received between April 1 and April 15 from the requesting municipality;
 - include a council/board resolution requesting the extension; and
 - clearly explain how the request meets the evaluation criteria.
- Requests received in the period indicated above will be reviewed by ministry staff to determine whether the request meets the evaluation criteria.
- For requests that meet the evaluation criteria, a time extension up to June 30th may be recommended for a ministerial order, and, if approved, will be sent out shortly after the May 1st reporting deadline.
- For requests that are not received in the period noted above, or that do not meet the evaluation criteria, the CAO will be informed by email that their request for a time extension is not accepted.

Multiple Extension Requests

Multiple time extension requests will not be accepted or approved.

REQUEST FOR DECISION

TITLE:	Flag, Pole Banner & Decorative Crosswalk Council Policy INF-C-01
MEETING DATE:	April 8, 2024
PRESENTED BY:	Darryl Drohomerski, C.E.T., CAO
ATTACHMENTS:	Flag, Pole Banner and Decorative Crosswalk Policy INF-C-01 Final Draft

SUMMARY

In January 2024 Council instructed administration to update Council Policy C-05-21, Flag Masting, to include pole banners and decorative crosswalks. This request was made to ensure that the Town has consistent, documented criteria to address requests regarding these matters.

After a review of the draft Policy at the March 11, 2024, Committee of the Whole meeting, Council and Administration met with community members to discuss their concerns about the crosswalk portion of the Policy. The revisions in this document reflect the consensus reached through those discussions.

The section in the Policy has been changed to Decorative Trails to reflect the location that all parties believe will allow for proper maintenance of the decorative designs and showcase a location where multiple applicants can share a uniform space. This is consistent with many municipalities that have moved away from designs on heavily trafficked streets that quickly wear out.

RECOMMENDATION

Administration recommends that Council approve the revised Policy with the changes as presented.

DISCUSSION

The previous flag masting policy covered the flags and procedures regarding half-masting in memorial. This update covers the criteria for approval, location, and design of pole banners, along with creating a documented town policy on decorative trails.

Pole banners will only be allowed in specific locations within Town where the light standards have been adapted to allow for their installation. In addition, pole banners will be only allowed in support of non-profit, community events and facilities.

Requests pertaining to flag masting and pole banners will go through the Community Assistance Grant process.

All Decorative Trail requests will be made to the CAO or Designate (consistent with other Policies) and will provide the applicant(s) a 20 meter long strip of asphalt trail to paint their design on a surface that will allow for better wear resistance of the finished product. Many other municipalities have moved away from painting on heavily trafficked streets to allow for the design to last a longer time between painting.

Overall, the policy sets guidelines that would allow for the Town as representative of the Drumheller community to support events and organizations with a historical connection to the area and respect the memory of deceased emergency personnel, members of government, local public figures.

FINANCIAL IMPACT

There will be minimal financial impact because of this policy update. The Street Pole Banners work is currently conducted under the Community Assistance Grant – In Kind budget line item. Flag masting activities are currently allocated to the base rate of Facilities staff. There will be some costs associated with the Decorative Trail painting to allow for the town to include their brand between applicants.

WORKFORCE AND RESOURCES IMPACT

The process and procedure for applying to the Community Assistance Grant In-Kind request is already in place. Applications are submitted to the Corporate Services Administrative Assistant who will work with the Infrastructure department for the In – Kind request.

STRATEGIC POLICY ALIGNMENT

The updated policy aligns with Councils priority of consistent and transparent decision-making regarding Town activities.

COMMUNICATION STRATEGY


Upon approval of the Council policy, it would be posted on the Town’s website.

COUNCIL MOTION:

MOTION:

Moves that Council approve Policy INF-C-01 - Flag, Pole Banner and Decorative Trail Policy as presented.


SECONDED:



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

Denise Lines

Reviewed by:
Denise Lines
Manager of Legislative
Services



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

COUNCIL POLICY

NAME: FLAG, POLE BANNER, AND DECORATIVE TRAIL POLICY	POLICY NUMBER INF – C – 01
DEPARTMENT: INFRASTRUCTURE SERVICES	SUPERSEDES: C-05-21
DATE APPROVED:	REVISION DATE: APRIL 8, 2024

1. POLICY STATEMENT

Town of Drumheller will establish an equitable and consistent process for the placement and maintenance of flags, pole banners and decorative trails on Town property.

2. PURPOSE

Provide standards for the approval and placement of flags, pole banners and decorative trails on Town property. Establish guidelines for the raising and lowering of flags.

3. SCOPE

This policy applies to all flagstuffs, street poles and trails on Town of Drumheller property, as well as those maintained by the Town of Drumheller under agreement.

4. DEFINITIONS

4.1 For the purposes of the Policy, the following definitions shall apply:

- a) *“Chief Administrative Officer”* or *“CAO”* means the Chief Administrative Officer of the Town, or their designates;
- b) *“Decorative trail panel”* means a section of trail that is designated by the Town and is decorated by an organization and is no more than 20 meters in length.
- c) *“Flag”* a piece of cloth or similar material, typically oblong or square, attachable by one edge to pole or rope and used as the symbol or emblem of a country, institution, or organization.
- d) *“Flagpole”* a pole on which to raise a flag.
- e) *“Half-mast”* the positioning of a flag at a lowered height on a flagpole as a mark of respect for a person or persons who have died, or as memorial for a tragedy.
- f) *“Street Pole Banner”* means a sign constructed of a pliable material, which is typically installed on a street pole on a temporary basis.

- g) “Town” means the Town of Drumheller, a municipal corporation in the Province of Alberta, and includes the area contained within the corporate boundaries of the Town of Drumheller, as the context may require; and,

5. RESPONSIBILITIES

5.1 Town Council is responsible for:

- a) approving criteria for flags, pole banner, half-masting and decorative trails, as outlined in this policy.

5.2 The CAO, or designate, is responsible for:

- a) ensuring that all applications for the placement of flags, pole banners and decorative trails are completed in accordance with this Policy.
- b) ensuring that all work related to flags, pole banners, half-masting and decorative trails is completed in accordance with this policy.
- c) updating and administering this Policy, as required.

5.3 Administration is responsible for:

- a) reviewing and approving any requests for flags, street pole banners, or decorative trails outside of this policy.

6. PROCEDURES

6.1. A request shall not be required for an initiative or operation of the Town in regard to flying a flag, installing a street pole banner, or placing a decorative trail.

6.2 The Town shall reserve the right at all times to remove, refuse or deny any request to fly a flag, install a street pole banner, or place a decorative trail.

6.3 Requests to fly a flag, install a street pole banner, or place a decorative trail shall:

- a) only be accepted from government agencies, nationally recognized groups as identified by the Federal government and non-profit organizations incorporated under the societies act, with a presence in the community; and
- b) shall include proof of support from the organization

- 6.2. Applications to place flags or street pole banners or paint a decorative trail shall be made through the Community Assistance Grant as an “in-Kind Request”, in accordance with Policy RAC-C-01, and shall adhere to the following process:
- a) application forms are available on the Town website and shall be completed by the applicant.
 - b) applications are considered on an ongoing basis throughout the year and approvals are subject to available funds.
 - c) completed applications are to be submitted to the Corporate and Community Services Administrative Assistant and will be reviewed by the Manager of Recreation, Arts, and Culture and Director of Infrastructure.
 - d) applicants will be notified of the decision by either email or regular mail.
- 6.3 Only Town of Drumheller staff, approved Town contractors or approved Town volunteers shall handle, install, or place flags or street pole banners.
- 6.4 Flags, street pole banners, or decorative trails may be approved provided they are in relation to:
- a) Town supported events and activities;
 - b) promotion of tourism, historical sites, and facilities;
 - c) Government or public facilities (arts centers, recreation facilities, hospitals, museums, stadiums, arenas);
 - d) major sporting events;
 - e) music, film, or cultural festivals;
 - f) community commemorative events;
 - g) significant, broader interest cultural events or festive seasons.
- 6.5 The Town shall not display flags, street pole banners, or decorative trails that:
- a) conflicts with legislation;
 - b) denigrate, discriminate, or promote hate of any person or group;
 - c) include political, private or commercial advertising;
 - d) identify, advertise or promote religion;

- e) violates the Town of Drumheller bylaws, policies or public code of conduct;
- f) promote any activity that is not open to the general public;
- g) are not consistent with the Town’s vision or corporate objectives;
- h) deemed inappropriate by Town Council or the CAO.

7. FLAGS

- 7.1. The Town will fly flags in accordance with the Protocols outlined within this Policy and following the guidelines established by Canadian Heritage.
- 7.2. The Town shall maintain all rights and authority for the purposes of flying the National, Provincial or Municipal Flag on the flagpole on significant dates/periods as deemed appropriate (such as, but not limited to, Canada Day, Remembrance Day, Flag Day).

8. FLAG PROTOCOLS

- 8.1 The following protocol should be followed with respect to the displaying of flags:
 - a) Flagstaffs should be of the same height when there is a grouping of flagstaffs;
 - b) The Canadian Flag should be given the place of honour, and as such, no flag should be flown or displayed above the Canadian Flag;
 - c) Flags that are flown together should be approximately the same size; and,
- 8.2 The following precedence should be given if more than one flag is displayed in a grouping:

Number of Flagstaffs	Location
One Flagstaff <ul style="list-style-type: none"> • National Flag of Canada 	The flag should appear on the central or sole staff.
Two Flagstaffs <ul style="list-style-type: none"> • National Flag of Canada • Province of Alberta Flag 	The National Flag of Canada is positioned furthest to the left.

<p>Three Flagstaffs</p> <ul style="list-style-type: none"> • National Flag of Canada • Province of Alberta Flag • Town of Drumheller Flag 	<p>The National Flag of Canada is positioned in the centre with the second- ranking flag (Alberta) placed to the left of the centre flag and the third-ranking flag (Drumheller) to the right of the centre flag.</p>
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8.3 Protocols for Raising and Lowering of Flags include:

- a) the National Flag of Canada should be raised first and lowered last, unless the number of flags permits them to be raised and lowered simultaneously.

8.4 Protocols for Flag(s) at Half-Mast include:

- a) When a flag is hoisted to or lowered from half-mast position, the flag should be first raised to the staff head then lowered to its appropriate location on the staff. When lowering a flag to half-mast, center the flag being lowered half-way down the staff. The flag should be brought to half-mast in respect of the death of dignitaries and others as listed below at the discretion of Council or special circumstances as issued by the Federal/Provincial Government.
- b) When flagstaffs are in a grouping and the flags can be lowered to half-mast, all flags flown together should be flown at half-mast.
- c) Flags will only be half-mast on those flagpoles fitted with halyards and pulleys.
- d) Flags that are flown on horizontal or angled poles, without a halyard, to which flags are permanently attached will not be required to fly half-mast.

8.4.1 The practice of half-mast should occur with:

- a) the Death of Dignitaries as follows:
 - i) upon the death of the Sovereign, the current Governor General or the current Prime Minister, the Flag is flown at half-mast, from the time of notification of death until sunset on the day of the funeral or the memorial service.
 - ii) Upon the death of the Sovereign’s spouse, the Heir to the Throne or the Heir of the Heir to the Throne, the Flag is flown at half-mast from the time of notification of death until sunset on the day of the funeral or memorial service.
 - iii) Upon the death of a former Governor General, or former Prime

Minister, the Flag is flown at half-mast from the time of notification of death until sunset on the day of the funeral or if there is to be a memorial service, the half-masting should take place from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service.

- iv) Upon the death of a current Chief Justice of Canada, a current member of the Canadian Ministry or the Lieutenant Governor of Alberta the Flag is flown at half-mast from the time of notification of death until sunset the following day and from sunrise to sunset on the day of the memorial service.
 - v) Upon the death of the Mayor, Council Member, former Mayor and former Council Member on the day of their funeral, or as directed by Town Council and/or the Office of the CAO.
 - vi) Upon the death of the local Member of Parliament or local Member of the Legislative Assembly on the day of their funeral, or as directed by Town Council and/or the Office of the CAO.
 - vii) Upon the death of a Municipal Employee on the day of their funeral, or as directed by Town Council and/or the Office of the CAO.
 - viii) Upon the death of noteworthy Local Citizens or other local event requiring recognition, as approved by the Mayor or CAO, on the day of their funeral or as directed by Town Council and/or the Office of the CAO.
- b) with Special Days as directed by the Prime Minister's Office through Canadian Heritage, or the Premier's Office through the Alberta Protocol Office, are as follows:
- i) April 9, Vimy Ridge Day;
 - ii) April 28, Day of Mourning for Persons Killed or Injured in the Workplace (Workers' Mourning Day);
 - iii) June 23, National Day of Remembrance for Victims of Terrorism;
 - iv) Second Sunday in September, Firefighters' National Memorial Day, unless half-masting occurs near the place where a memorial is being observed, then half-masting can occur according to the prescribed order of service, until sunset;
 - v) Last Sunday in September, Police and Peace Officers' National Memorial Day, unless half-masting occurs near the place where a memorial is being observed, then half-masting can occur according to the prescribed order of service, until sunset;

- vi) September 30, National Day for Truth and Reconciliation;
 - vii) November 9, National Indigenous Veterans Day
 - viii) November 11, Remembrance Day, unless half-masting occurs at the National War Memorial or a place where remembrance is being observed, then half-masting can occur at 11:00 am or according to the prescribed order of service, until sunset;
 - ix) December 6, National Day of Remembrance and Action on Violence Against Women.
 - x) special circumstances as issued by the Federal/Provincial Government.
- c) On Special Days where a half-masting occurs while a Special Flag is being flown then the Special Flag is half-masted along with the other flags.

8.5 PROTOCOL FOR SPECIAL FLAG(S)

- 8.5.1 Special flags will only be flown in conjunction with Mayoral Acknowledgements or Proclamations.
- 8.5.2 The Special Flag shall be supplied by the requesting organization. No expenses will be incurred by the Town for the purchase or design of special flags.
- 8.5.3 The Special flag shall be flown at Rotary Park, in place of the Town flag.
- a) Annual Special Flags are:
 - i) June 1, Correctional Service of Canada – Freedom of the Town. Correctional Service of Canada flag shall be flown for the week, Monday morning to Sunday evening, that June 1 is part of.
 - ii) June; Pride Month. In recognition of Pride month the Progress flag, as supplied by the applicant, will be flown from the Sunday following the week the Correctional Service of Canada flag is shown until 4:00 pm on the Sunday preceding the week of National Indigenous Peoples Day
 - iii) June 21, National Indigenous Peoples Day. In recognition of National Indigenous People’s Day on June 21, the Treaty 7 flag shall be flown for the week, Monday morning to Sunday evening;

- iv) Victorious local sports teams will have their flag flown, as supplied by the applicant, for the period of one day, following a victorious championship game, on a date requested by the team. This includes local Drumheller high school teams, CFAL team the Drumheller Titans, and AJHL team the Drumheller Dragons
- b) Approved Special Flags will be flown as follows:
 - i) for the Day, the special flag will be flown from 8:00 am on the scheduled day to 8:00 am on the following day.
 - ii) for the Week, the special flag will be flown from 8:00 am on the Monday to 4:00 pm on the following Sunday.
 - iii) for the Month, the special flag will be flown from 8:00 am on the first of the month to 4:00 pm on the last calendar day of the month.
 - iv) approved annual Special Flags supersede any one-time requests.
 - v) should a half-masting event occur or be scheduled for the period that a Special Flag is flown, it will be half-masted along with the National and Provincial Flags.

9. STREET POLE BANNERS

9.1 Street pole banners will only be installed in the following locations:

- a) the Downtown Business area:
 - i) on Decorative light standards
 - ii) at Badlands Community Facility
 - iii) on Bridge Street between Gordon Taylor Bridge and Highway 575 intersection
 - iv) on Highway 10 – east of Highway 9/56 intersection – between 5th Street SE and 11th Street S
- b) at the South Entrance
 - i) on Highway 9 base of south hill
- c) at the North Entrance
 - i) on Highway 838 (North Dinosaur Trail) from Highway 9/10/56 to 9 St NW

9.2 Banner Size and Specifications

- a) Banners shall be supplied by the requesting organization.
- b) Banners shall:
 - i) be a maximum of 30 inches wide and 62 inches tall.
 - ii) be made of 18 oz Blockout Vinyl Banner material and be printed on both sides.
 - ii) have 2.5-inch diameter open sleeve top and bottom with one grommet in each inside corner.
 - iii) be composed of ultraviolet resistant inks and materials.
 - iv) have slits to allow for protection from wind damage.

10. DECORATIVE TRAILS PANELS

- 10.1 The location and placement of Decorative trail panel shall be determined by the CAO or their designate. The location will only be on asphalt surfaces to ensure longevity of 12 months minimum.
- 10.2 Decorative trail panel design will be submitted to the CAO or their designate for approval.
 - a. Design specifications:
 - i) size of the decorative panel installation shall be no longer than 20 meters and as wide as the width of the paved portion of the trail.
 - ii) design shall be in two dimensions only (i.e. no 3D geometric patterns).
 - iii) the Town of Drumheller will install its logo and “Drumheller Valley” between each Decorative Panel as a border. The length of the border shall be 1.0 meter in length.
- 10.3 The requesting organization will be responsible for all costs associated with the placement of a decorative trail, including the cost of paint and labour.
- 10.4 The requesting organization will be responsible for repainting the decorative trail on an annual basis. If the requesting organization declines to repaint the trail upon request of the Town, the Decorative trail will be removed by the Town at the expense of the requesting organization.
- 10.5 Only one decorative trail panel per applicant will be approved. There may be multiple decorative panels adjacent to each other along the trail.

11. RELATED DOCUMENTS

Holidays Act, R.S.C., 1985, c. H-5.

Government of Canada, "Rules for half-masting the National Flag of Canada.",
2021-11-05

Government of Alberta, "Flag Etiquette"; Executive Council, Protocol Office

Policy RAC-C-01 - Community Assistance Grant.

12. TRANSITIONAL

Policy C-05-21 is repealed.

This policy comes into effect on the day it is signed by the Mayor and Chief
Administrative Officer.

Mayor, Heather Colberg

CAO, Darryl Drohomerski