

**Town of Drumheller  
COUNCIL MEETING  
AGENDA**

**Monday, September 28, 2020 at  
4:30 PM**

**Council Chamber, Town Hall  
224 Centre Street, Drumheller,  
Alberta**



Page

**1. CALL TO ORDER**

**2. MAYOR'S OPENING REMARK**

- 2.1. Proclamation: Orange Shirt Day - September 30
- 2.2. Proclamation: Wrongful Conviction Day - October 2
- 2.3. Proclamation: World Cerebral Palsy Day - October 6

**3. ADOPTION OF AGENDA**

- 3.1. Agenda for the September 28, 2020 Regular Council Meeting

Motion:

That Council adopt the September 28th, 2020 Regular Council Meeting agenda as presented.

**4. MINUTES**

- 3 - 6**
- 4.1. Minutes for the September 14, 2020 Regular Council Meeting
- Motion:  
That Council adopt the September 14, 2020 Regular Council meeting as presented.  
[Regular Council - 14 Sep 2020 - Minutes](#)

**5. REQUEST FOR DECISION REPORTS**

**5.1. CHIEF ADMINISTRATIVE OFFICER**

- 7**
- 5.1.1. Request For Decision - Sale of Town of Drumheller Property 117 7 Ave SE

Motion:

That Council approves the sale of 117 7 Ave SE for the sum of \$900,000.00 with a possession date of 240 days from the acceptance of this offer.

[RFD - Sale of 117 7 Ave SE](#)

**5.2. CHIEF RESILIENCY & FLOOD MITIGATION OFFICER**

- 5.2.1. Update on Flood Mitigation Project

**5.3. DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES**

- 8 - 11**
- 5.3.1. Update - Request for Decision - Hoodoo Parking

[RFD - Hoodoo Pay to Play](#)

**6. CLOSED SESSION**

- 6.1. Drumheller Flood Mitigation - FOIP 16(1) - Disclosure harmful to business interests of a third party.

Motion:

That Council close the meeting to the public to discuss the Drumheller Flood Mitigation project as per FOIP 16(1).



**Town of Drumheller  
COUNCIL MEETING MINUTES**

**September 14, 2020, 2020 at 4:30 PM**  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, AB, T0J 0Y4

**IN ATTENDANCE:**

Mayor Heather Colberg  
Councillor Kristyne DeMott  
Councillor Jay Garbutt  
Councillor Lisa Hansen-Zacharuk  
Councillor Tom Zariski

Chief Administrative Officer (CAO): Darryl Drohomerski  
Chief Resiliency and Flood Mitigation Officer (CRFMO): Darwin Durnie  
Director of Emergency and Protective Services: Greg Peters  
Director of Infrastructure Services: Dave Brett  
Communications Officer: Erica Crocker  
Legislative Assistant: Denise Lines

**ABSENT:**

Councillor Fred Makowecki  
Councillor Tony Lacher

**1. CALL TO ORDER**

Mayor called the meeting to order at 4:32pm.

**2. MAYOR'S OPENING REMARK**

Community Clean Up is taking place Sept. 14<sup>th</sup> – 25<sup>th</sup>. Please see the website for more details.

**3. ADOPTION OF AGENDA**

3.1. Agenda for the September 14, 2020 Regular Council Meeting

**M2020.204** Moved by Hansen-Zacharuk, Zariski that Council adopt the September 14, 2020 Regular Council Meeting agenda as presented.

Carried unanimously

**4. MINUTES**

- 4.1. Minutes for the August 31, 2020 Regular Council Meeting as presented.

**M2020.205** Moved Hansen-Zacharuk, DeMott that Council adopt the August 31, 2020 Regular Council Meeting minutes as presented.

Carried unanimously

**5. REQUEST FOR DECISION REPORTS**

**5.1. CHIEF ADMINISTRATIVE OFFICER**

- 5.1.1. Municipal Development Plan Bylaw 17.20 - Amendment - First Reading

Andrew Palmiere, O2 Planning + Design and Darwin Durnie, (CRFMO) presented a draft of the Municipal Development Plan and Land Use Bylaw. There will be public engagement events scheduled over the next six weeks to provide information and answer questions from the community.

There will be a public hearing on Monday October 26, 2020.

Copies of the Municipal Development Plan, Land Use Bylaw and Power Point slides presented at this meeting can be found here:

<https://drumheller.civicweb.net/filepro/documents/38236>

**M2020.205** Moved by Garbutt, DeMott that Council give first reading to Bylaw 17.20, a bylaw to adopt Municipal Development Plan and schedule a Public Hearing on proposed Bylaw 17.20 on October 26, 2020.

Carried unanimously

- 5.1.2. Land Use Bylaw 16.20 - Amendment - First Reading

**M2020.206** Moved by Garbutt, Zariski that Council give first reading to Bylaw 16.20 the Town of Drumheller Land Use Bylaw, and schedule a Public Hearing on proposed Bylaw 16.20 on October 26, 2020.

Carried unanimously

**5.2. CHIEF RESILIENCY & FLOOD MITIGATION OFFICER**

5.2.1. Update on Flood Mitigation Project - Presentation

Darwin Durnie, CRFMO informed Council of the progress of the flood mitigation project.

Subject matter included:

- Soil and environmental studies and analysis
- Maintenance of dykes, berms, storm sewers, trails
- The importance of creating protected zones within the community and how this pertains to the insurance and mortgages.
- Scott Land and Lease Ltd will be contacting land owners

**5.3. MANAGER OF RECREATION**

5.3.1. Request for Decision - Dragons Abatement and Fee Restructure Junior "A" Hockey – REVISED

Darren Goldthorpe, Manager of Recreation explained that due to the fact that all the financial reports were not reviewed there was an error the final calculations and a revision was necessary. The abatements have been adjusted to reflect the correction.

**M2020.207** Moved by Zariski, Hansen-Zacharuk that Council approve the revised abatement and fee structure for the Junior "A" 2020/2021 to 2023/2024 hockey seasons as presented.

Carried unanimously

**6. CLOSED SESSION**

6.1. Drumheller Flood Mitigation - FOIP 16 (1) - Disclosure harmful to business interests of a third party

**M2020.208** Moved by Hansen-Zacharuk, DeMott that Council close the meeting to the public to discuss the Drumheller Flood Mitigation project as per FOIP 16 (1).

Carried unanimously

**M2020.209** Moved by Hansen-Zacharuk, Zariski that Council open the meeting to the public.

Regular Council Meeting Minutes  
September 14, 2020

**7. ADJOURNMENT**

**M2020.210** Moved by DeMott, Garbutt to adjourn the meeting.

---

Chief Administrative Officer

---

Mayor



**REQUEST FOR DECISION**

<b>TITLE:</b>	<b>Sale of 117 7<sup>th</sup> Ave SE (former Public Works Property)</b>
<b>DATE:</b>	September 24, 2020
<b>PRESENTED BY:</b>	Darryl Drohomerski, C.E.T., Chief Administrative Officer
<b>ATTACHMENT:</b>	

**SUMMARY:**

As part of the purchase of 702 Premier Way and relocation of Public Works in 2018, the town had identified 117 7<sup>th</sup> Ave SE (former Public Works property) as a location for future housing. Recently and with the assistance of our commercial realtor, a large senior’s housing developer of 55+ properties identified a desire to build a housing development in Drumheller. After reviewing several properties in town, the developer, Wellings 2019 Inc., has put in an Offer to Purchase for 117 7<sup>th</sup> Ave SE.

The Offer to Purchase is for full asking price of \$900,000.00, with conditions including the removal of all structures on site, rezoning of the property to residential as well as an environmental remediation report for the site. All work must be completed within 240 days of the acceptance of the Offer to Purchase. The town intends to offer the structures for sale and removal coincident with this sale.

**RECOMMENDATION:**

That Council approves the sale for 117 7<sup>th</sup> Ave SE for the sum of \$900,000.00 with a possession date of 240 days from the acceptance of this offer.

**FINANCIAL IMPACT:**

The purchase of the new Public Works building at 702 Premier Way was funded through Capital Reserves Building Fund. The money from the sale of 117 7<sup>th</sup> Ave SE will be returned to this Fund for future building replacements and improvements.

**STRATEGIC POLICY ALIGNMENT:**

Council has indicated a desire to create additional seniors housing within the community.

**MOTION:**

That Council approves the sale of 117 7<sup>th</sup> Ave SE for the sum of \$900,000.00 with a possession date of 240 days from the acceptance of this offer.

**SECONDED:**

Prepared By: Darryl Drohomerski, C.E.T.  
Reviewed by: Denise Lines, Senior Administrative Assistant

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



**REQUEST FOR DECISION**

<b>TITLE:</b>	<b>Hoodoo Pay to Play Parking options</b>
<b>DATE:</b>	September 28, 2020
<b>PRESENTED BY:</b>	Greg Peters, Director of Protective Services
<b>ATTACHMENT:</b>	Financial Report

**SUMMARY:**

Pay to Play options for parking was a strategic aim of Council in 2019. After the successful Pilot Program for parking at the Hoodoos Parking lot in 2019, it was agreed to continue the program into 2020 with hired parking attendants and other improvements over the 2019 experience.

The project ran from July 15<sup>th</sup> – September 8<sup>th</sup>. The Town employed four members of staff to work rotating shifts including a Permanent Town employee as the Shift Supervisor. Staff worked overlapping shifts between 0900 hrs to 1900 hrs, seven days a week. Reimbursement for three members of staff came the Canada Summer Jobs 2020 program between July 13<sup>th</sup> – August 28<sup>th</sup> 2020.

Parking for cars in 2020 was \$2.00 and \$10.00 for coaches, however many visitors chose to donate more money to the Town. The total number of paying visitors in 2020 was 16,343.

<b>Revenue</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>Total</b>
Cash	\$9884.65	\$18,037.25	\$3072.00	\$27,921.90
Card	\$1088.00	\$1,110.00	\$268.00	\$2,466.00
Summer student Wage Subsidy				\$11,075.00
<b>Expenses</b>	\$9238.50	\$10,942.62	\$4,594.94	\$21,736.54
<b>Income</b>	<b>\$1,734.15</b>	<b>\$8,204.63</b>	<b>-\$1254.93</b>	<b>\$19,758.84</b>

**DISCUSSION:**

The continuation of the Hoodoos Parting Program project began operating July 15<sup>th</sup> 2020. Four staff were hired to work rotating shifts including a Permanent Town employee as the Shift Supervisor. Staff worked overlapping shifts between 0900 hrs to 1900 hrs, seven days a week from July 15<sup>th</sup> – September 7<sup>th</sup>.

Staff created daily tallies of the number of vehicles attending and cash counting. They were welcoming and helpful for persons visiting the site if visitors had concerns or complaints; the staff were instructed not to engage or disagree but to direct them to the Director of Protective Services.

Visitors could pay cash, or use the Square payment app that staff were equipped with. A procedure for the collection and depositing of funds was developed.

Attendants were provided with a portable shelter as discussed after the 2019 Pilot Program.

While the Pay to Play program was successful in both 2019 and 2020, the program does not come without its challenges. Here are a number of recommendations:

1. Manpower;
  - a. The program requires at least two members of staff to safely operate and handle cash.



**Request for Decision**

**Page 2**

- b. The Program operated will with a Shift Supervisor working on site that was able to mitigate issues that arose without the need to call out the Director of Protective Services.
- 2. Customer Service
  - a. Increased customer service training of staff. Supply parking attendants with tourist information maps and flyers to handout.
  - b. Cross Training with Travel Drumheller Ambassadors of Chamber staff on local attractions that may not be run by the Town of Drumheller
- 3. Advertising of the Parking Program
  - a. While the 2020 program was better recognised than the pilot program, an increased communication of the program' existence will allow both visitors and residents to be prepared of the charges upon arrival.
  - b. Supplying New Town Branded uniforms would assist in the identification of the Parking attendants being Town employees.
- 4. Portable Shelter
  - a. Supply portable shelter with power, in order to allow security cameras for the safety of staff.

**FINANCIAL IMPACT:**

Please see attached the full Financial Report.

**RECOMMENDATION:**

That Council approve the continuation of the Hoodoo Parking Program at a rate of \$2.00 per car and \$10.00 per coach in the summer months of 2021. That the continuation of the program utilizes the Canada Summer Jobs program if still available in 2021 for staffing at the Hoodoos. That the continuation utilizes a Shift Supervisor to monitor operations on site to mitigate any issues that may arise on location.

**STRATEGIC POLICY ALIGNMENT:**

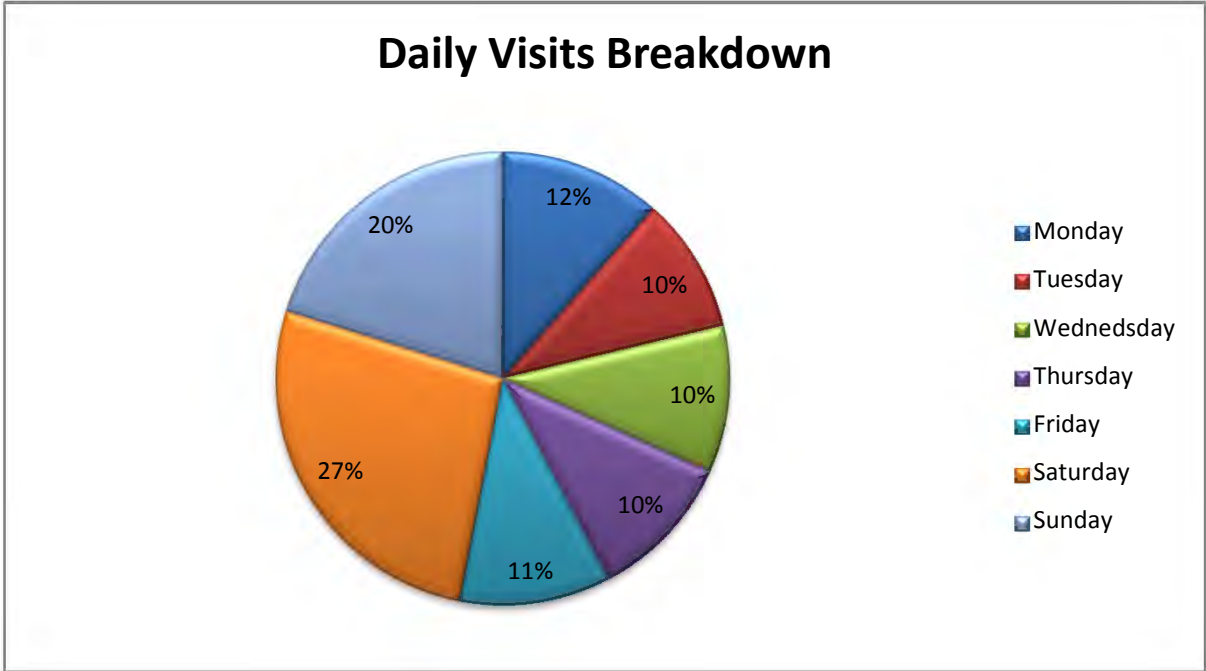
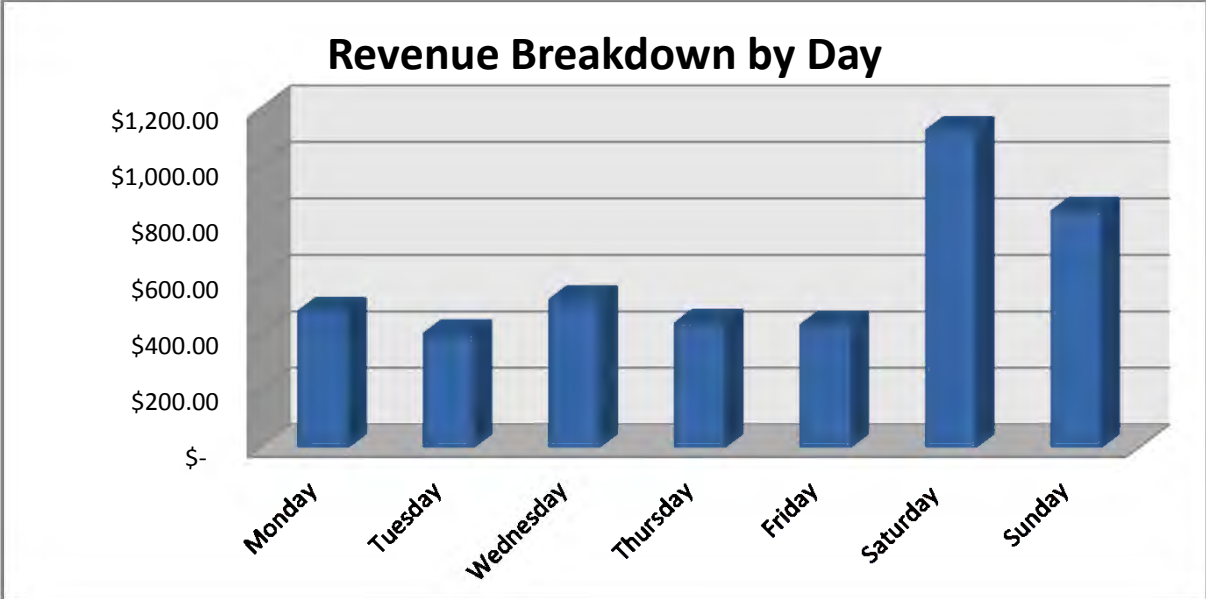
Pay to Play parking pilot project was a 2020 strategic priority set out by Council

**COMMUNICATION STRATEGY:**

A media release and communications on social media will outline to results for the 2020 project.

If approved for 2021, a communication plan will be created to promote the parking charges for the 2021 parking operational season.

Hoodoo Parking Project 2020 Financial Report



**MOTION:**

That Council approve the continuation of charging for parking at the Hoodoo parking lot in 2021, at a rate of \$2.00 for personal vehicles and \$10.00 for commercial vehicles

**SECONDED:**

Prepared By:  
Antonia Knight

Reviewed by:

Approved By:

Chief Administrative Officer

Greg Peters,  
Director of Protective  
Services