

# **Town of Drumheller COMMITTEE OF THE WHOLE MEETING AGENDA**

**August 27, 2018, at 4:30 PM  
Council Chambers, Town Hall  
224 Centre Street, Drumheller, Alberta**



## **1.0 CALL TO ORDER**

- 1.1 Deputy Mayor - Councillor Jay Garbutt to be sworn in as Deputy Mayor for the months of July and August, 2018.

## **2.0 DEVELOPMENT OR REVIEW OF STRATEGIC PLAN**

## **3.0 DEVELOPMENT OR REVIEW OF POLICIES**

## **4.0 DELEGATIONS**

- 4.1 Marigold Library Update - Michelle Tombs, CEO
- 4.2 Salvation Army Alberta presentation - William Stock, Charitable Gift Advisor - PRD, Alberta and Northern Territories Division

## **5.0 REPORTS FROM ADMINISTRATION**

### **5.1. CAO'S REPORT**

- 5.1.1 CAO'S Quarterly Report to July 31, 2018
- 5.1.2 Central Alberta Economic Partnership (CAEP) Community Support Declaration - Discussion
- 5.1.3 Marigold Library System Levy Rates Schedule C - Discussion

### **5.2. DIRECTOR OF INFRASTRUCTURE SERVICES' REPORT**

- 5.2.1 Director of Infrastructure Service's Quarterly Report to June 30, 2018.
- 5.2.2 Open House Results - 10 Avenue Stop Signs

### **5.3. DIRECTOR OF CORPORATE SERVICES' REPORT**

- 5.3.1 Director of Corporate Service's Quarterly Report to June 30, 2018

### **5.4. DIRECTOR OF COMMUNITY SERVICES' REPORT**

- 5.4.1 Acting Director of Community Service's Quarterly Report to June 30, 2018

### **5.5. DIRECTOR OF PROTECTIVE SERVICES' REPORT**

## **5.5. DIRECTOR OF PROTECTIVE SERVICES' REPORT**

5.5.1 Director of Protective Services Quarterly Report May 1 - July 31, 2018

## **6.0 ANNUAL BUDGET REVIEW**

## **7.0 COUNCIL MEMBERS ROUND TABLE DISCUSSION**

7.1 Councillor Report - Mayor Colberg May 1 to July 31, 2018

7.2 Councillor Report - Councillor Lacher May 1 to July 31, 2018

7.3 Councillor Report - Councillor Makowecki May 1 to July 31, 2018

7.4 Councillor Report - Councillor Zariski May 1 to July 31, 2018

7.5 Councillor Kristyne De Mott Report May 1 - July 31, 2018

7.6 Councillor Hansen-Zacharuk Report May 1 - July 31, 2018

7.7 Councillor J. Garbutt Report to July 31, 2018

## **8.0 IN-CAMERA MATTERS**

8.1 Organizational Review  
(*FOIPP Section 23 Local Public Body Confidence*)

8.2 Economic Development Task Force Recommended Timelines  
(*FOIPP Act Section 25(1) Economic and other interests of a public body*)



# DRUMHELLER

## CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 5.1.1



### QUARTERLY REPORT FOR CAO

Name:	Darryl Drohomerski	Month:	May 1 to July 31, 2018
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#### **ECONOMIC RECOMMENDATIONS - October**

Presentation to Council on May 7<sup>th</sup> from the Economic Task Force. Timelines for recommendations will be presented to Council this evening. Economic Development Officer discussion held in camera with Council on August 20<sup>th</sup>, 2018.

#### **FLOOD MITIGATION (TOWN ROLE) – Dyke Improvements - Dec**

Grant application forwarded to the Federal Government on July 31, 2018.

#### **COMMUNICATION STRATEGY – Sept**

Better communication has been identified both externally and internally; no strategy / framework drafted yet. The Public Participation Policy C-03-18 was adopted by Council on July 3<sup>rd</sup>, 2018.

#### **DOWNTOWN PLAN – Plaza Square Strategy**

In preparation for the opening of the Downtown Plaza located at the corner of Centre Street and 3<sup>rd</sup> Avenue, the area was enhanced with street furniture, lighting, flower pots and a storage shed. The plaza held its first events on July 12<sup>th</sup> with regular performances each Thurs, Friday and Saturday throughout the summer and with growing popularity. Grant Daily was hired on as the Events / Program Co-ordinator.

#### **TRANSPORTATION PROJECTS - Lobbying**

At Council's meeting of July 3<sup>rd</sup>, Russ Watts – Regional Director and Craig Siewert – Operations Manager, Alberta Transportation were in attendance to address Council's requests on a variety of transportation issues. Transportation agreed to:

- Removal of island on 2nd Avenue and Hwy 9; and
- Mowing along Hwy 10 agreement for two cuttings.

In regard to matters not yet resolved, Council brought forward the following:

- Median north of Bridge towards the Liquor Store intersection
- Signalized cross walk will be installed at the Dollarama
- Additional directional signage for intersection at Hwy 9 and SH575
- Gordon Taylor Bridge Upgrades
- Issue with no left turn off the Bridge to the Large Dinosaur –
- Issue with Turn at the intersection by Tim Hortons and Dairy Queen –

Council presented their requests as follows:

- SH838 upgrade as soon as possible
- SH575 to be two lanes
- Sidewalk to Walmart (confirmed Town responsibility).
- An upgrade to a flashing crosswalk at Tim Horton's intersection.

Office of the Chief Administrative Officer

Telephone: (403) 823-1339

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## ***Agenda Item # 5.1.1***

### **TOBOGGAN HILL - SEPT**

Discussion held with Vance Neudorf on availability of land for the Toboggan Hill. A report will be presented to Council in the fall.

#### **Outstanding Issues for the Next Quarter:**

Communication Strategy

Economic Task Force Recommendations

Offsite Levy Bylaw

Collective Bargaining

**CAO:**





# Economic Development and Communications

## Quarterly report May 1<sup>st</sup> to July 31<sup>st</sup>

### Communications

18 Media releases were complied

A social participation online and paper survey was completed

Two Open Houses held- one for the Cannabis bylaw and a second for discussion on traffic flow in the Bankview area

### Numbers on Social Media

As of July 31<sup>st</sup> we have the following numbers:

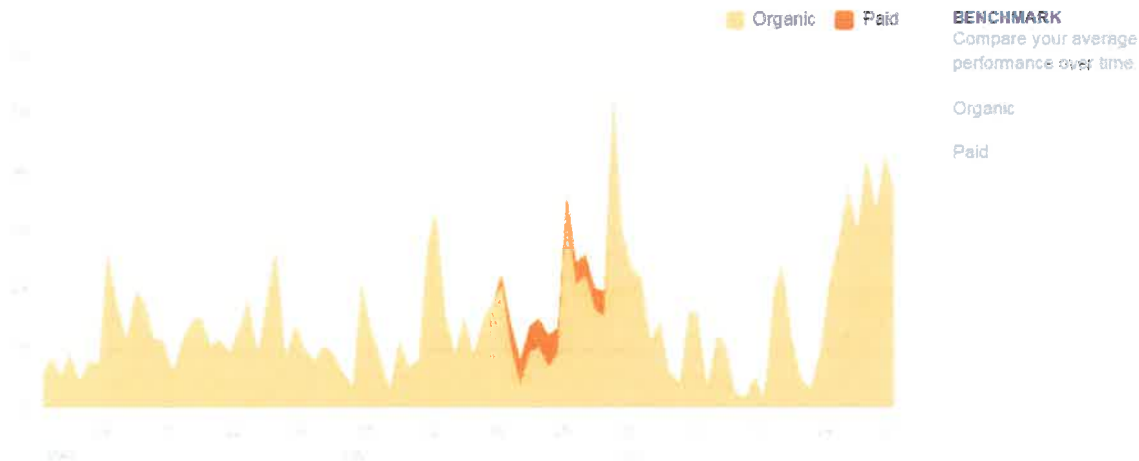
#### Facebook

Town of Drumheller page has 4,225 followers which is an increase of 7%.

Here is a graph of the reach of posts

#### Post Reach

The number of people who had any posts from your Page enter their screen.



#### Twitter

The twitter feed now has 1367 followers with an average of 130 impressions per day.

#### Instagram

This feed has 311 followers gaining new followers every day and an average reach of 150 per post. We are working on building this audience.

#### Website

We have updated the media release page which has made things a lot more consistent. Home page links to activities such as the Business microsite and grant opportunities were created.

### **Economic development**

#### **Downtown**

One patio area and the plaza were created for downtown. This is allowing us to test out these new approaches and build on their success next year.

The events coordinator started mid July. They have organised events every Thursday, Friday and Saturday evening. These events in the Plaza have been extremely well received. There will be a review of the program at the beginning of September.

#### **Tourism**

The business surveys were completed and the government presented their overarching findings to the economic development advisory group in May. They will be presenting more detailed findings to council on September 24<sup>th</sup>.

#### **Services**

The health retention committee has been created and working on a series of ideas for activities to attract and retain health professionals in the area.

#### **Attraction**

The Business Microsite was updated with improved data.

Filming for the promotional videos was a little delayed but they began film on August 21<sup>st</sup>

#### **Investment/Economic Development Strategy**

The Investment Strategy and economic development strategy is almost complete. It has been drafted to include many of the recommendations of the Economic Task Force with timings and those responsible as well as partner organisations for the items.

#### **Other meetings**

- 1) We are still working on possible solar projects.

## **Central Alberta Economic Partnership Ltd. (CAEP) Community Support Declaration**

The municipality of the **Town of Drumheller** pledges our support for the Central Alberta Economic Partnership Ltd. from April 1, 2018 to March 31, 2019.

As the duly appointed representatives of the municipality of the **Town of Drumheller**, we further agree to provide **\$0.45 per capita** per annum, based on the most recent census, for the first year, and **\$0.50 per capita** for the following year.

The municipality of the **Town of Drumheller** further agrees to provide information and data specific to our community that may be required to maintain the accuracy and currency of information products and services that the Central Alberta Economic Partnership Ltd. may undertake to support economic growth in the Central Alberta region.

The municipality of the **Town of Drumheller** further agrees to designate one (1) municipal representative and one (1) business representative from our municipality to represent our municipality. These representatives shall be part of the membership responsible for setting the overall direction of the Central Alberta Economic Partnership Ltd.

\_\_\_\_\_  
**Municipal Representative**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Motion # / Resolution #** \_\_\_\_\_ **of Council / Board**  
**Meeting of** \_\_\_\_\_ **, on the** \_\_\_\_\_  
**Day of** \_\_\_\_\_, 2018.

### Municipal Member Declaration of Representatives for the Central Alberta Economic Partnership Ltd. (CAEP)

The CAEP Municipal and Business Representatives put forth by the Town of Drumheller are:

<b>Name of Municipal Representative:</b>	
Title	
Address:	
Phone:	
Email:	

<b>Name of Business Representative:</b>	
Title:	
Address:	
Phone:	
Email	

For information purposes, see the following excerpt from the Articles of Association as it pertains to the representatives of CAEP and the CAEP Board of Directors:

5. *Persons Entitled to be Members*
  - (1) *The members of the Association shall be:*
    - a) *The subscribers of its Memorandum of Association; and*
    - b) *Such other persons as shall apply for admission as members of the Association and who are accepted by the Board, provided that such persons are:*
      - i. *A municipality, as defined by the Municipal Government Act (Alberta), or an Indian Band as defined by the Indian Act of Canada;*
      - ii. *Any other such persons or class of persons as the Board shall determine by a quorum vote.*
  - (2) *The associate member of the Association shall be:*
    - a) *A business agency in the region;*
    - b) *A sub-grouping of communities focusing on the delivery of localized economic or tourism development strategies in the region;*
    - c) *A health authority conducting business within the region as defined by Alberta Health;*
    - d) *A post secondary educational institution currently conducting business within the region;*
    - e) *A Community Futures organization operating in the region as defined by Western Economic Diversification;*
    - f) *A chamber of commerce representing a community in the region; and*

## Agenda Item # 5.1.2

- g) *Such other organizations that support regional economic development in the region, with approval of the board.*
- (3) *Applications for membership received by the organization shall be reviewed to ensure the applicant complies with the guidelines as set forth above. Acceptance or rejection of membership shall be conveyed by letter endorsed by a duly authorized representative.*
- (4) *Each member shall have tow (2) voting representatives. One shall represent the business community and one shall represent the municipality itself. If the member is unable to appoint a representative from each group, the member may appoint two representatives from the same group. The member may change either or both of its representatives at any time with written notice to and approved by the Association.*
- (5) *An associate member shall have one (1) voting representative. The associate member may change its representative at any time with written notice to and approved by the Association.*
28. *Elections and Appointment*  
*Each member in good standing shall be eligible to be a member of the Board and if so appointed or elected, as the case may be, shall be represented by that member's appointed representative. The appointed representatives may be the Municipal Representative, the Business Representative or the Associate Representative of the member. The Directors shall be appointed or elected, by ordinary resolution, as follows:*
- (1) *Each member which is a city with a population greater than 20,000 will appoint 1 director, who must be a municipal representative of the member;*
- (2) *Each member which is a city with a population between 10,000 and 20,000 will elect as a group 1 director, who must be a municipal representative of the member;*
- (3) *Each member which is a town or village will, as a group, elect 5 directors; who must be a municipal representative of the member;*
- (4) *Each member which is a county, municipal district or special area will, as a group, elect 3 directors; who must be a municipal representative of the member;*
- (5) *All voting member Indian (First Nations) Bands will, as a group elect 1 director, who must be an elected official of the Band or Council;*
- (6) *All voting members will elect 3 directors from the pool of business representatives of the members;*
- (7) *The associate member will, as a group, elect 1 director who must be a representative of the associate member.*
29. *Directors Term of Office*  
*The directors, who are elected or appointed, shall serve a term of three years. At each Fall General Meeting, elections shall be held to replace those directors whose term of office is expiring. Directors will commence their term immediately following the Fall General Meeting. At any General Meeting at which an election or appointment of directors takes place, if such election or appointment does not take place, the retiring directors shall continue in office until directors have been elected or appointed at a subsequent General Meeting. A retiring director, if qualified, may run for re-election or be reappointed at the discretion of the member being represented.*

Name /Title \_\_\_\_\_

Signature: \_\_\_\_\_  
*Authority to sign on behalf of Member*

Date \_\_\_\_\_



May 18, 2018

Mayor Heather Colberg  
Town of Drumheller  
224 Centre Street  
Drumheller AB T0J 0Y4

Re: Levy rates for Marigold Library System

Dear Mayor Colberg,

Enclosed are two copies of Schedule C. Schedule C is the amendment to the Marigold Agreement that outlines Marigold's levy rates for municipalities and library boards for 2019 and 2020.

The attached Schedule C shows that per capita levy rates will increase to \$6.15 in 2019 and \$6.24 in 2020.

The increase to your annual levy invoice for 2019 is estimated to be \$718.38 based on 2017 population reported by Municipal Affairs: 7,982.

**Please sign both copies, keeping one for your files and returning the original to Marigold Headquarters by September 30, 2018.** The chair or designate of the library board also needs to sign the copies before they are returned to Marigold.

Following a careful analysis of budget projections for 2019 and 2020, Schedule C was approved at the Marigold Library System Board meeting on January 18, 2018. The Marigold Agreement specifies that Schedule C shall be effective upon receipt of signed Schedule C amendments from 60% of the parties to this Agreement representing 60% of the people living within the boundaries of Marigold.

Attached for your information:

- Schedule C Fact Sheet 2019 - 2020
- Marigold Library System Overview
- 2017 Value of Your Investment Report
- Marigold Report (Highlights of AGM including *ReNews* publication)
- Marigold Library System 2017 Annual Report
- Marigold Library System 2017 Financial Statements

If you have questions, please contact me or your Marigold Board Member. I would be pleased to speak to you about the amendment and/or to arrange to do a presentation to your Council.

Thank you for your attention.

Regards,



Michelle Toombs, CEO  
Marigold Library System  
[michelle@marigold.ab.ca](mailto:michelle@marigold.ab.ca)  
1-855-934-5334, ext. 224

cc. Darryl Drohomerski, CAO  
Library Board Chair

**original: SIGN and RETURN TO MARIGOLD HEADQUARTERS**  
***Agenda Item # 5.1.3***

IN WITNESS THEREOF the undersigned being one of the Parties set out in Schedule A to this Agreement has duly executed this Agreement.

\_\_\_\_\_

Name of the Party to this Agreement

\_\_\_\_\_

Municipal Authority

\_\_\_\_\_

Municipal library board

Signed, sealed and delivered the

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

in the presence of:

\_\_\_\_\_

Witness

\_\_\_\_\_  
**Please sign and return this document to  
Marigold Library System headquarters**

## **Schedule C**

Attached to and part of the Agreement by and between the Parties comprising the Marigold Library System.

### **Part I For those municipalities without library boards**

The contributions to the Marigold Library System by counties, municipal districts, special areas, improvement districts or any other municipality without a library board shall be as follows for the period stated:

2019 ~ \$10.50 per capita paid to the Marigold Library System

2020 ~ \$10.74 per capita paid to the Marigold Library System

### **Part II For those municipalities with library boards**

The contributions to the Marigold Library System by municipalities having municipal library boards shall be as follows for the period stated:

2019 ~ \$6.15 per capita to be paid directly to Marigold Library System

2020 ~ \$6.24 per capita to be paid directly to Marigold Library System

### **Part III For municipal library boards**

The contributions to the Marigold Library System by municipal library boards shall be as follows for the period stated:

2019 ~ \$4.50 per capita to be paid directly to Marigold Library System

2020 ~ \$4.50 per capita to be paid directly to Marigold Library System





## SCHEDULE C PROCESS

Schedule C is an amendment to the Marigold Agreement that outlines Marigold's per capita levy rates for municipalities and library boards. The most recent attached Schedule C is for **2019 and 2020**.

At the Board meeting on November 18, 2017 a motion passed "That the current Executive Committee will be the Schedule C Committee for 2019 – 2020." The responsibility of the committee is to recommend the upcoming term (e.g., years) and per capita levy rates, taking into consideration past and future trends, timelines and factors impacting the Marigold Community. The recommendation by the Executive was presented and approved at the Marigold Board meeting in January.

Following approval by the Marigold Board, Schedule C and attachments are mailed to the Mayor of every member municipality, with copies to the CAOs and library board chairs. Marigold requests that every municipality presents Schedule C to Council for consideration and returns a signed Schedule C to Marigold before September 30, 2018.

## FACTORS FOR CONSIDERATION

- The Bank of Canada inflation-control target<sup>1</sup> of 2.22% was taken into consideration when the levy rates for 2019 and 2020 were presented to the Marigold Board.
- Marigold Board is committed to harmonizing levy rates for residents, whether they live in municipalities with libraries or whether they use libraries that are in nearby municipalities. In 2021 and beyond, there will be the same (combined) levy rate for all municipalities.
- Marigold's service population has increased by more than two and a half times from 2004 to present. Marigold's services have also expanded and adapted to meet public and community demands; therefore, Marigold's operations have outgrown the space available in the current Strathmore location.
- An Architectural consultant was hired to conduct a feasibility study to determine space needs and building options. To better serve member municipalities, Marigold is in the preliminary stages of planning for a new expanded co-owned and co-located facility in Strathmore in collaboration with Western Irrigation District (WID) to increase operational space from 9,650 sq. feet to 20,000 sq. feet. The larger facility designed with adequate space, technology capacity, improved accessibility and safety features will enable Marigold to meet service delivery expectations, and to expand public library service to a growing population of over 320,000 Albertans. The new facility will also benefit the local community by providing much-needed meeting, event and programming space.
- As population grows and communities change, there is an increasing need to provide collections, services and programs that are culturally inclusive and broaden cultural awareness. Patron and member library demands for

<sup>1</sup> <http://www.bankofcanada.ca/core-functions/monetary-policy/inflation/>

training are increasing as more content rich products and services are added. In line with service demands, Marigold has recently added services including:

- expanded delivery system with more vehicles and scheduled deliveries
- downloadable eBooks and eAudio, music, and online training and curriculum support
- increased IT<sup>2</sup> infrastructure and support, including an IT spending credit for equipment upgrades for 37 member library boards
- more training for member library staff, board members and patrons
- more programs, supplies and equipment that encourage interaction among community members at the library
- purchasing program for discounts on IT equipment, furniture, and supplies
- Marigold purchased over \$1,100,000 of print and audiovisual material and digital content in 2017. Significant vendor discounts and free shipping extend purchasing capacity
- Marigold commits to resource sharing among Alberta's public libraries by providing services grants (cash back) to member library boards. In 2018, the grants to member libraries will total \$645,320
- Use of public libraries in Marigold is growing; therefore, support costs are also increasing
- Year over year operational costs have increased:
  - cost of larger vehicles to handle increased delivery volume
  - digital content contracts (costed on total population in Marigold)
  - computer hardware, software and licenses
  - TRAC<sup>3</sup> and TAL<sup>4</sup> levies (costed on population)
  - automation and out-sourcing to expedite turnaround time for library materials
  - utility, caretaking, and landscaping costs for headquarters
  - insurance costs
  - transportation costs for consultants and IT staff who visit Marigold libraries increased

## OVERVIEW

- *Value of Your Investment Reports* for municipalities show that the value of Marigold services exceeds the investment (see attached 2017 report for your municipality). *Value of Your Investment Reports* for 2017 were presented at the Marigold AGM in April.
- Marigold has successfully achieved goals and objectives identified in Marigold's strategic plan, Vision 2018. Vision 2018 was developed by stakeholders in Marigold communities and identified priorities to provide efficient and cost effective library services and support, such as more technical support, programming, training for member library staff, downloadable eBooks and digital content.
- Marigold serves 44 municipalities, 37 member library boards, 36 libraries, 12 book deposits, 2 inter-library loan lockers, Stoney Nakoda and Siksika Nations, and over 320,000 people.
- Residents have access to:
  - 3.3 million circulating items, digital content and services on the TRAC online catalogue
  - collections and services in all Marigold libraries and TRAC
  - Library to You (L2U) mail service for homebound residents and patrons in remote communities

<sup>2</sup> IT: Information Technology – infrastructure planning, implementation and ongoing support for the integrated library system (Polaris), Marigold telecommunications, computer hardware and software, and RISE videoconference system.

<sup>3</sup> TRAC: The Regional Automation Consortium, involving 180 libraries in Marigold, Yellowhead, Northern Lights and Peace library systems.

<sup>4</sup> TAL: The Alberta Library, which provides support for electronic resources, training and advocacy for all member libraries in Alberta.



# 2017 Value of Your Investment Agenda Item # 5.1.3

## Drumheller Public Library

This report shows the value of services provided annually by Marigold Library System. Drumheller Public Library benefits directly through the pooling of revenues so that all Marigold residents have access to all library system resources.

### Levy Payments

(based on 2016 Municipal Affairs population of 8,029 and Schedule C of the Marigold Agreement for 2017)

	per capita levy	population	contribution	
Municipality	\$5.94	8,029	\$47,692.26	
Library Board	\$4.50	8,029	\$36,130.50	
			<b>Total levy payments</b>	<b>\$83,822.76</b>
			<b>Total value of services provided by Marigold as itemized below</b>	<b>\$168,823.78</b>

**Note:** Where precise costs per library are known, those dollar amounts are used. Otherwise, totals are divided by members to extrapolate value.

### Services Grant

A Services Grant is paid in three installments to the library board. The amount of the grant is set in the Marigold Board's Transfer Payment Policy and is largely intended to support the sharing of resources within Marigold and TRAC. The amount is reviewed by the Marigold Board each year.

**\$20,073.00**

### IT Capacity Fund

Each member library receives a spending account with Marigold to make IT and hardware purchases. This account is established through the IT Capacity Fund Policy and is reviewed by the Marigold Board each year.

**\$1,000.00**

### IT and Network Support

HelpDesk support, videoconference bridging and support, troubleshooting, installations, upgrades and maintenance. Network support includes SuperNet/Internet connectivity, email hosting and cloud-based file storage, file sharing and centralized backup. Wireless software, software licensing and a toll-free telephone system are provided. Polaris library software enables customer service, reporting, ordering, circulation of library materials and the online catalogue.

IT site visits to your library (valued at \$250/hour with a 3 hour minimum)	\$4,750.00	
IT HelpDesk, troubleshooting, consultation	\$6,694.72	
IT equipment, software & licensing purchases, wireless and maintenance	\$7,359.19	
((\$50,000 replacement cost)		
Videoconferencing bridging & support	\$1,624.67	
(\$112,000 to replace central IT equipment for bridging)		
SuperNet/Internet Connection	\$250.14	
Polaris library software	\$2,025.08	
(\$950,000+ to replace Polaris)		
		<b>\$22,703.80</b>

## Materials and Digital Content

## **Agenda Item # 5.1.3**

A collection distribution total is targetted through the Collection Management Policy and is reviewed by the Marigold Board each year. Marigold also provides even more materials to your library, including monthly paperback bestsellers and an AV supplementary collection. Because of bulk purchasing, Marigold has access to vendor discounts and discounted freight charges. Patrons have access to over 3.3 million items in TRACpac because of Marigold's partnership with three other library systems. Your residents also have access to digital subscriptions, eBooks & eAudiobooks, eMagazines, music, newspapers, early literacy resources, training videos, school curriculum support, and much more.

<b>Value of Physical Materials</b>	<u># of items</u>	<u>average cost</u>		
Books	1475	\$18.00	\$18,585.00	
Bestseller paperbacks	120	\$7.50	\$900.00	
Paperbacks and shared collections	325	\$7.50	\$2,437.50	
Audio visual material (e.g. DVDs, audiobook CDs)	275	\$30.00	\$7,965.00	
World languages, large print & professional collections			\$653.78	
AV supplementary collection (DVDs, Blu-ray & audiobooks)			\$750.16	<b>\$31,291.44</b>
<b>Value of Digital Content</b>				
Access to digital subscriptions (e.g. Lynda.com, Solaro, etc.) ((\$255,000/year)			\$5,785.52	
Access to eBooks on several platforms including OverDrive & Cloud Library ((\$916,000 invested in OverDrive and Cloud Library)			\$1,734.66	<b>\$7,520.18</b>

Municipal Affairs Department through PLSB (Public Library Services Branch) funds online content for library patrons, including a Language Learning Software, Press Reader (2,600 newspapers from 100 countries in 60 languages), Alberta published eBooks, as well as some funding for RBdigital magazines.

## Professional Consultation

Marigold provides in-person, videoconference, email and telephone consultation and training to member library staff and board members by professional librarians. Visits include: preparation; travel or videoconferencing connection; and follow-up based on each library's unique needs. Major projects completed for libraries include weeding and inventory of library collections. Consultation is valued at \$250/hour with a 3 hour minimum, and often involves more than one staff member.

**\$14,488.64**

## Collection Services

Centralized workflow at headquarters ensures the selection of balanced collections and the quick distribution of materials to member libraries. Professional cataloguing makes it possible for patrons to locate and request print, AV and digital titles in the online catalogue. Physical materials are processed and delivered shelf-ready to member libraries. Processing includes barcoding, plastic covers, repackaging AV materials into durable cases and labeling.

**\$35,209.66**



Marigold provides training opportunities for member libraries and patron presentations on topics such as interlibrary loans; programming; statistics and reports; use of digital subscriptions; board development; management and leadership; and communications and marketing. Value includes training preparation, travel and follow-up by headquarters staff based on each library's unique needs. Mobile labs and a tab lab are available to complement training and programming for member libraries.

Training support	\$2,571.72	
Training sessions and board development (valued at \$200/session)	\$800.00	
Member Libraries Workshop	\$776.07	\$4,147.79

### Delivery Service and Supplies

Van delivery supports resource sharing and connects your library with Marigold headquarters and libraries across Alberta. Three vans and drivers transport interlibrary loans, new materials, supplies, correspondence, kits and games, promotional materials and book recycling. Marigold pays for interlibrary loan costs to borrow items from institutions outside Alberta. Marigold provides supplies to member libraries to support resource sharing (e.g. paper allocation, bins, scotch tape, bubble wrap). Each library receives a minimum of one delivery a week, and 11 libraries receive deliveries twice a week or more.

\$5,950.86

### Administrative Costs

Staffing, facility and resources are in place to support member libraries: human resources and financial management; training and professional development; building occupancy costs; and memberships to professional organizations. Marigold Board provides governance and direction to the Marigold Library System and acts as the Governing Board for municipalities which do not have library boards.

\$19,590.76

### Purchasing Program

Through Marigold's participation in the Public Purchasing Group (PPG), Marigold is able to provide discounts on IT equipment, office supplies, furniture and processing supplies such as labels and other items required for the daily operations of your library. The calculation is based on savings of IT equipment and/or supplies acquired through Marigold. The average savings for items purchased for libraries using this service was \$452.58.

\$433.05

### Insurance

Marigold pays for the insurance for the materials collection at member libraries. This amount also includes a portion of the insurance costs of the Marigold Headquarters building.

\$939.88

## Agenda Item # 5.1.3

### Services and Programs

• Materials, prizes and support for Minecraft programming and the national TD Summer Reading Program including administrative support by Consultants and two Summer students. In 2017, 69 summer programs were delivered in 25 libraries by two summer students.	\$1,052.15	
• Audio Cine Film (ACF) licenses are purchased by Marigold to provide member libraries with public performance rights to show films in the library.	\$292.70	
• Marigold organizes and pays for public programming using videoconference equipment for member libraries to offer to patrons, such as programs including DIY Ergonomics, O Canada! (storytelling by Mary Hays) and family programming.	\$671.51	
• Marigold administers, schedules and delivers kits and equipment to support programs. Libraries may borrow resources such as craft and makerspace kits, travelling book displays, karaoke machine with cds, gaming consoles with games, life size games including Connect 4 and Kerplunk, board games, and objects like prize wheels and puppet theatres. Marigold organizes year-round programs and prizes for teens through the teensBOOKingit website.	\$601.13	<b>\$2,617.49</b>

### Communication and Marketing Support

Marigold provides professional quality publications, displays and marketing software to promote resources, events and services available at the library, and to communicate news to library staff and boards. Marigold also prints custom promotional materials at Marigold on behalf of your library.	<b>\$2,857.23</b>
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<b>TOTAL value of services provided by Marigold</b>	<b>\$168,823.78</b>
<b>TOTAL levy payments from municipality with library board</b>	<b>\$83,822.76</b>

## Marigold libraries are thriving!



### In 2017 ...

2,387 people/families have a library card registered at Drumheller Library

### Your Marigold Trustee...

Attended 4 of 4 Marigold Board meetings

Attended 3 Marigold Committee meetings including Governance

### Across Marigold

102,922 people/families have a library card

186,965 eBooks borrowed

1,971,591 items loaned to Marigold cardholders

10,513 programs with 122,865 participants

929,786 items loaned and borrowed between libraries

Over 3.3 million items available in TRACpac online catalogue

Over 15 million visits to the online library catalogue, including mobile app





### Infrastructure Services Report on Corporate / Operational Priorities Second Quarter May 1 - July 31, 2018

#### 2018 STRATEGIC BUSINESS PLAN

Adopted by Council on January 8, 2018

#### CORPORATE PRIORITIES

##### Royall Tyrrell Museum Sewer Odour Issue

- Odour on 4th Avenue SW attributed from the Royal Tyrrell Museum since their opening in 1985.
- Steps taken to date include: increased monitoring of Drumheller sewers, better working arrangement with the Royal Tyrrell Museum.
- May 8, 2018 signed agreement between Town and Royal Tyrrell Museum on service expectations.
- The tender for the RTM Lift Station is currently out and closes in early September.

##### Outdoor Pool Update

- On September 30, 2017 staff identified excess water consumption from the outdoor pool system.
- A leak detection was performed during the first week of October 2017.
- In June 2018 Town staff replaced a degrade section of the return pipe that had the potential to crack; however this section was not the source of leak.
- Leak detection took place on June 12 to determine the source of the leak.
- It was determined that the skimmer line was the cause of the leak.
- Town staff resolved the issue by replacing this section of pipe.
- The outdoor pool was reopened to the public on June 29.

##### Fountain Update

- The Rotary Park Fountain was closed on September 5, 2017 for the end of the season.
- Investigation to determine the source of the water leak began on September 14, 2017.
- On January 16, 2018 MPE Consulting performed a video inspection of the whole fountain piping System.
- It was determined that the pipes are deteriorating due to ageing and the corrosive soil, in addition to the lack of Cathodic Protection.
- To resolve this issue, the existing pipes required lining to stop the excess volume of water loss and Cathodic Protection needed to be installed to extend the lifespan of the pipes.
- A Request for Tender for the Pipe Rehabilitation project was posted on July 9.
- The pipe rehabilitation process was awarded on July 11.
- Two return pipes were lined by Advantage Reline, Cathodic Protection was done by Town staff and the work was completed on August 4.
- After receiving approval from AHS the fountain was opened to the public on August 13.

##### Street Improvement Program

- The 2018 Road Improvement Program began on July 3 with an expected completion date of September 30.
- Pavement Marking was completed prior to July 1

#### OPERATIONAL PRIORITIES

## **Agenda Item # 5.2.1**

### **Street Sweeping**

- Street sweeping began the week of May 14 and work is still in progress.

### **Water Plant Optimization**

- A Residual Management study is required by Alberta Environment as part of the Waste Water Treatment Plant license renewal.
- Terms of Reference for the study were prepared and submitted to Alberta Environment by our consultant, Associated Engineers (AE).
- Approval was received from Alberta Environment for the Terms of Reference and for the start of the study.
- A quote has been received from AE to perform the study. As this quote is above the allocated funds budgeted for this project, an RFD will be presented to Council on September 4 requesting a budget increase for this project.

### **Cemetery Expansion Project (Phase 3)**

- Project has been awarded to NorthRidge Contracting and the anticipated start date for the project is August 30, 2018.

### **Raw Water Reservoir Cell #1 Silt Removal**

- The project has been awarded to Kayden Industries LP and work will commence after the September long weekend.

### **2018 Utilities Upgrade and RAS Line Installation**

- A Request for Tender for this project was posted on August 15 and will close on August 30.
- The anticipated start date for this project is September 15.

### **East Coulee Lift Station**

- To fulfill the requirements of the new East Coulee Lift Station, the Town has signed an agreement with Atco Electric to upgrade the electrical system for the project location in East Coulee.
- The Lift Station Design is being finalized by our consultant WSP and the tender is expected to go out in the second half of September.
- Construction of the new East Coulee Lift Station is anticipated to begin in October.

### **Beautification / Town Entrances** (ongoing project)


- Median beautification
- New planters and flowers
- Wayfinding medallions installation completed

### **Trail Plan Map Showing Gaps and Priorities**

- Work on this project is in progress.
- Some delay can be expected due to the need to coordinate between the work required for this project and the new workload required for the flood mitigation, which is performed by the same personnel.

### **Ball Diamond Upgrades**

- Work on this project is anticipated to begin within two weeks.

Report Writer:	<b>Armia Mikhael, B. Eng</b>	CAO:	<b>Darryl E. Drohomerski, C.E.T.</b>
Position:	<b>Director of Infrastructure Services</b>		





# DRUMHELLER

## CORPORATE SERVICES



### 2018 Quarterly Report – May to July

Following is a brief overview of the primary activity that has taken place within Corporate Services during May through July

#### **Operational Activities** (*Routine/Annual*)

- ✓ 2018 Property Assessment and Taxation notices prepared and mailed

#### **Operational Activities** (*Non Routine*)

- ✓ CRA payroll audit – *In Progress*
- ✓ Drumheller/Wayne flood (April 21-25) – Report & Recovery - *In Progress*
- ✓ 702 Premier Way – new Public Work Shop – *In Progress*

#### **Grants**

- ✓ Successful 2018 Flood Readiness grant application - \$138,500 – *In Progress*
  - o funding for set up of permanent EOC in new PW shop
  - o funding for new generator at new PW shop to ensure uninterrupted power source for EOC
  - o funding for flood mitigation product (dam walls, disposable sand bags etc)

#### **Professional Development/Training**

- ✓ AEMA Director Emergency Management training (*Director*)
- ✓ AEMA Disaster Relief (DRP) (*Finance Manager & Director*)

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#### **Organizational Strategic Priorities**

##### Flood Mitigation

- ✓ Participated in flood mitigation meetings, planning session(s) in preparation for Disaster Mitigation and Adaptation Fund (DMAF) grant application
- ✓ Bylaw No. 04-18 Borrowing Bylaw for flood mitigation adopted May14

##### Elks Building/Property

- ✓ Legalities prohibiting progress were resolved paving way for the Town to outright purchase the lands and proceed with demolition plans

Town of Drumheller  
224 Centre Street  
Drumheller, AB T0J 0Y4



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E-mail: [bmiller@dinosaurvalley.com](mailto:bmiller@dinosaurvalley.com)  
[www.dinosaurvalley.com](http://www.dinosaurvalley.com)

## Agenda Item # 5.3.1

### Code of Conduct

- ✓ Bylaw No. 08-18 Council's Code of Conduct presented for consideration and adopted July 9th

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### **Upcoming Strategic & Operational Priorities/Projects**

- Employee Innovation Program
  - 2019 Operating Budget – Tax and Utility Supported
  - 2019 Utility Rates
  - Infrastructure Master Plan TCA Component
  - HR Policy updates
- 

### **Financial Results as of July 31/18 – DRAFT**

Enclosed are the Draft Operating results by function as of July 31st.

Target = 58% of budget. Overall, individual functions are trending on or below target.

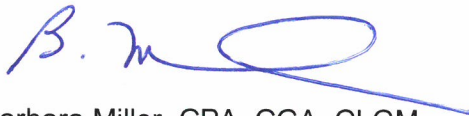
#### Global expenses

- Utilities- Gas	41%	(will level out over Q4 due to seasonal demand)
- Utilities- Power	43%	(will level out over Q4 due to seasonal demand)
- Salaries	54%	
- Benefits	54%	
- Telephone	47%	
- Fuel, Oil, Grease	58%	
- Insurance	52%	
- Amortization	68%	

YTD Amortization expense has been recorded at 100% of 2017 actual vs. budgeted values.

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Prepared by:



Barbara Miller, CPA, CGA, CLGM  
Director, Corporate Services

Approved



Darryl, Drohomerski, CET  
CAO



# DRUMHELLER

## COMMUNITY SERVICES



**Agenda Item # 5.4.1**

### COMMUNITY SERVICES REPORT ON CORPORATE / OPERATIONAL PRIORITIES and UPDATES 2<sup>nd</sup> QUARTER 2018

#### PRIORITEIS

##### Poverty Reduction Strategy - Late October/early November

- Continues to be tied directly to the Community Needs Assessment review. Once the results are published, a committee will be established to develop the strategy. In the meantime research continues with other strategies in the province.

#### UPDATE INFORMATION

##### FCSS

###### Community Social Needs Assessment

- Currently drafting a Request for Proposals for local Counselling Organisations interested in supporting the Subsidised Counselling Program. The final report for the Social Needs Assessment has been delayed by staff changes.

###### Rural Homelessness

- We have received a grant to support an estimation survey in Drumheller in October. Included will be those sleeping in cars, couch surfing, staying with friends etc. Results will be used to support the Poverty Reduction Strategy.

###### Mental Health Capacity Funding

- Mental health was identified as a priority in the Social Needs Assessment. As a result, FCSS is working together with the school divisions, and Wheatland FCSS to discuss support and a grant application in September.

###### Before and After School Care (BASC)

- The Town's operation of this program came to an end at the conclusion of the 2018 school year. Moving forward, Golden Hills School Division has contracted 'Right at School' to run the program starting in the fall of 2018.

###### Volunteer Tax Program

- Ran through March and April for seniors and low income individuals and was again supported by volunteer Bill Wulff; including clinics at the Library, Sunshine Lodge and Manor. Approximately 400 free tax returns were completed.

###### Volunteer Appreciation

- Event was hosted by the Town of Drumheller and had a great turn out of over 170 people to say Thank you to so many valuable volunteers in our community.

##### Aquaplex

Total Attendance:	13 572 people
Scheduled Swims	7533
Drop-in	2647
Members	3253
Aquafit	917
Other (tickets, preschool, etc)	1633
Lessons & courses	832
Other user groups	5207
(School lessons, Edutours, Canadian Badlands Aquatic Club, private rentals)	

## Agenda Item # 5.4.1

- Indoor pool had the circulation pump go down on June 8. Thankfully we had a backup pump and it was a relative quick fix.
- Outdoor pool opened June 30 just in time for Canada Day and summer after a lengthy delay in repairs to leaky pipes that required quite a bit of work.
- There were a number of staffing changes in June as some staff went to work in other facilities or other employment. New staff were hired and trained to fill in our gaps.
- Schools always make use of the Aquaplex at the end of the school year and we had 690 kids in 3 days from the schools.
- This quarter was full of school lessons as well as preparing our summer lesson schedule and registration.
- There was additional preparation for our certification course such as Bronze Medals, First Aid, Water Safety Instructor, National Lifeguard and Lifesaving Instructor.

### Badlands Community Facility

Number of permits occurred at the BCF: 179

#### Summary of Events in this quarter:

(51) Administrative/Internal	(0) Anniversary	(8) Banquet	(10) Birthday parties
(4) Concert/Performances	(4) Conferences	(0) Fundraiser	(1) Maintenance
(16) Meetings	(2) Memorials	(49) Non-for-Profit	(3) School groups
(12) Sport/Competition	(3) Tradeshow	(15) Training	(4) Wedding

- Late spring is always the start to the wedding season for the BCF with four this quarter. We are continuing to book weddings into 2019 and 2020.
- 9 people have taken advantage of the Recreation Fee Assistance Program this quarter.
- Due to wet sport fields we saw an increase in field house usage particularly by Softball as teams were preparing for the season.
- Winter/Spring programs all came to an end and much effort was spent on planning the programs for the Fall 2018 Activity Guide that will be available to the public at the beginning of September. New programs will include Inversion Yoga, Family Pickleball and 55+ Indoor Core Cycling!
- Preparation was also in full swing in this quarter for our Camp BCF Summer Program
- "Fit into It" Challenge kicked off its second quarter and was well received but not as strong as the first quarter. There 31 participants and 10 people who completed their April goals. Nice outside weather is hard to compete with.
- Canada Day continues to be a premier event in Drumheller! This year was no different with a few tweaks each year to make improvements. The weather created a slight interruption however we were able to get back on track after a couple hours. Staff does an outstanding job with this event but it does take a lot of staff resources to pull it off.

Darren Goldthorpe  
Acting Director of Community Services



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Darryl Drohomerski  
CAO

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STATISTICS  
MEMBERSHIP SALES

**Agenda Item # 5.4.1**

**Membership total sales (By package) in Q2 (April to June)**

<b>Multi-Facility</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>*2012</b>	<b>TOTAL</b>	<b>5 year average</b>
10 Pass - Adult	24	14	9	19	24	27	62	155	18
10 Pass - Family	0	1	1	0	2		1	5	1
10 Pass - Senior	6	11	10	9	6	11	11	58	8
10 Pass - Youth	3	4	2	6	2	17	19	50	3
Annual - Multi Adult	17	7	19	16	24	19	37	122	17
Annual - Multi Family	26	23	26	28	34	20	42	173	27
Annual - Multi Senior	4	1	6	8	10	2	8	35	6
Annual - Multi Youth	1	1	0	1	0	1	4	7	1
One Month - Multi Adult	33	8	32	8	15	42	76	181	19
One Month - Multi Family	3	0	3	5	0	3	6	17	2
One Month - Multi Senior	3	1	4	2	3	4	9	23	3
One Month - Multi Youth	7	1	1	1	3	10	19	35	3
Six Month - Multi Adult	1	2	7	3	3	2	3	20	3
Six Month - Multi Family	0	2	0	1	0	0	3	6	1
Six Month - Multi Senior	1	0	1	3	1	3	6	14	1
Six Month - Multi Youth	1	0	0	0	2	1	1	4	1
Three Month - Multi Adult	9	6	10	11	4	11	7	49	8
Three Month - Multi Family	0	0	0	2	0	4	4	10	0
Three Month - Multi Senior	6	3	2	1	0	0	3	9	2
Three Month - Multi Youth	1	1	0	1	1	0	2	5	1
<b>Total:</b>	<b>146</b>	<b>86</b>	<b>133</b>	<b>125</b>	<b>134</b>	<b>177</b>	<b>323</b>	<b>978</b>	<b>125</b>
<b>Aquaplex</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>*2012</b>	<b>TOTAL</b>	<b>average</b>
Annual - AQP Adult	1	2	2	1	2	2	11	20	2
Annual - AQP Family	0	0	0	0	0	0	8	8	0
Annual - AQP Senior	0	7	0	0	1	3	8	19	2
Annual - AQP Youth	0	0	0	0	0	0	1	1	0
One Month - AQP Adult	3	0	8	18	14	18	22	80	9
One Month - AQP Family	3	0	1	0	4	0	2	7	2
One Month - AQP Senior	1	5	4	7	7	6	7	36	5
One Month - AQP Youth	1	0	1	3	0	5	0	9	1
Six Month - AQP Adult	2	1	3	2	2	4	2	14	2
Six Month - AQP Family	0	0	0	0	0	0	5	5	0
Six Month - AQP Senior	2	1	4	1	4	6	4	20	2
Six Month - AQP Youth	0	0	2	0	0	1	0	3	0
Three Month - AQP Adult	5	8	4	5	7	7	7	38	6
Three Month - AQP Family	0	0	0	1	2	1	3	7	1
Three Month - AQP Senior	5	1	6	6	4	7	7	31	4
Three Month - AQP Youth	2	0	1	2	1	1	2	7	1
10 Pass Adult AQP	0	6	1	2	7	7	4	27	3
10 Pass Senior AQP	10	12	20	7	0	0	2	41	10
10 Pass Youth AQP	1	1	0	0	0	0	0	1	0
<b>Grand Total:</b>	<b>36</b>	<b>44</b>	<b>57</b>	<b>55</b>	<b>55</b>	<b>68</b>	<b>95</b>	<b>374</b>	<b>49</b>

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Agenda Item # 5.4.1									
BCF	2018	2017	2016	2015	2014	2013	2012	TOTAL	5-year average
Annual - BCF Adult	8	5	12	8	11	8	10	54	9
Annual - BCF Family	3	1	3	4	2	5	7	22	3
Annual - BCF Senior	8	3	12	6	10	10	6	47	8
Annual - BCF Youth	0	1	1	1	2	1	4	10	1
One Month - BCF Adult	127	148	115	124	162	229	335	1113	135
One Month - BCF Family	6	1	0	4	2	1	5	13	3
One Month - BCF Senior	29	23	17	11	17	18	29	115	19
One Month - BCF Youth	32	16	13	31	11	25	42	138	21
Six Month - BCF Adult	5	7	8	15	8	9	5	52	9
Six Month - BCF Family	0	1	0	0	0	0	3	4	0
Six Month - BCF Senior	4	4	3	2	3	4	3	19	3
Six Month - BCF Youth	1	2	2	1	0	0	2	7	1
Three Month - BCF Senior	10	5	9	6	4	5	2	31	7
Three Month - BCF Adult	49	40	45	34	46	41	38	244	43
Three Month - BCF Family	2	1	1	1		2	1	6	1
Three Month - BCF Youth	12	7	10	10	6	4	4	41	9
Toonie Walk - Seniors Pass*	2							2	0
<b>Grand Total:</b>	<b>298</b>	<b>265</b>	<b>251</b>	<b>258</b>	<b>284</b>	<b>362</b>	<b>496</b>	<b>1916</b>	<b>271</b>

\*Added June 2018



## Agenda Item # 5.4.1

### STATISTICS

#### Usage and Membership (Aquaplex and BCF)

Usage (By package) in Q2 (April to June)

<b>Aquaplex Entry Point</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>*2012</b>	<b>TOTAL</b>	<b>5 Year Average</b>
Annual - AQP Adult	130	76	156	147	153	113	195	840	132
Annual - Multi Adult	342	328	379	294	327	407	259	1994	334
Annual - AQP Family	0	0	1	17	17	0	229	264	7
Annual - Multi Family	780	404	838	1054	793	986	522	4597	774
Annual - AQP Senior	126	168	316	215	163	128	179	1169	198
Annual - Multi Senior	507	304	828	422	361	548	182	2645	484
Annual - AQP Youth	7	0	23	0	0	0	0	23	6
Annual - Multi Youth	4	0	3	11	11	23	4	52	6
One Month - AQP Adult	90	69	131	131	92	159	149	731	103
One Month - Multi Adult	117	27	123	54	119	228	122	673	88
One Month - AQP Family	0	0	41	3	83	0	6	133	25
One Month - Multi Family	26	2	2	109	34	13	4	164	35
One Month - AQP Senior	96	87	48	53	59	29	49	325	69
One Month - Multi Senior	17	4	63	12	46	36	50	211	28
One Month - AQP Youth	16	0	3	5	0	45	0	53	5
One Month - Multi Youth	12	3	0	2	0	12	7	24	3
Six Month - AQP Adult	63	0	27	83	46	65	81	302	44
Six Month - Multi Adult	16	27	77	42	69	44	27	286	46
Six Month - AQP Family	0	0	0	24	2	70	16	112	5
Six Month - Multi Family	0	4	4	93	6	55	47	209	21
Six Month - AQP Senior	125	35	99	34	77	74	25	344	74
Six Month - Multi Senior	69	54	39	49	71	88	34	335	56
Six Month - AQP Youth	0	9	14	0	2	8	0	33	5
Six Month - Multi Youth	13	0	0	0	1	1	5	7	3
Three Month - AQP Adult	159	132	128	83	196	160	108	807	140
Three Month - Multi Adult	99	43	94	52	103	144	95	531	78
Three Month - AQP Family	0	0	7	1	4	1	35	48	2
Three Month - Multi Family	19	2	27	41	7	75	41	193	19
Three Month - AQP Senior	120	53	38	122	90	174	113	590	85
Three Month - Multi Senior	69	8	8	39	8	41	0	104	26
Three Month - AQP Youth	2	0	5	4	18	33	0	60	6
Three Month - Multi Youth	1	3	0	4	1	7	30	45	2
10 Pass Adult AQP	62	34	23	12	121	97	25	312	50
10 Pass - Adult	43	4	22	34	71	74	55	260	35
10 Pass Senior AQP	102	116	179	74	46	17	25	457	103
10 Pass - Senior	3	14	19	84	15	59	4	195	27
10 Pass Youth AQP	5	1	4	0	0	0	0	5	2
10 Pass - Youth	11	4	1	10	3	58	10	86	6
10 Pass Family AQP	0	0	0	0	0	0	0	0	0
10 Pass - Family	2	0	5	0	5	0	9	19	2
<b>Total</b>	<b>2018</b>	<b>2015</b>	<b>3775</b>	<b>3414</b>	<b>3220</b>	<b>4072</b>	<b>2742</b>	<b>21256</b>	<b>2888</b>

## Agenda Item # 5.4.1

BCF Entry Point	2018	2017	2016	2015	2014	2013	*2012	TOTAL	5 Year Average
Annual - BCF Adult	656	630	814	510	386	451	375	3822	599
Annual - BCF Family	267	209	344	190	510	307	602	2429	304
Annual - BCF Senior	883	870	821	780	828	733	101	5016	836
Annual - BCF Youth	215	26	28	185	64	32	58	608	104
Annual - Multi Adult	1442	1491	1320	1163	1014	1069	523	8022	1286
Annual - Multi Family	3577	2804	2590	2176	2135	2032	1482	16796	2656
Annual - Multi Senior	391	7	258	215	241	295	98	1505	222
Annual - Multi Youth	127	5	37	77	29	62	39	376	55
One Month - BCF Adult	1504	1632	1275	1244	1488	1919	2406	11468	1429
One Month - BCF Family	198	31	0	38	14	3	76	360	56
One Month - BCF Senior	364	279	209	180	245	167	244	1688	255
One Month - BCF Youth	348	165	142	266	80	151	261	1413	200
One Month - Multi Adult	346	61	152	43	99	261	551	1513	140
One Month - Multi Family	89	6	21	61	0	10	84	271	35
One Month - Multi Senior	47	7	53	29	20	50	91	297	31
One Month - Multi Youth	11	10	3	0	0	18	60	102	5
Six Month - BCF Adult	413	717	595	583	581	528	210	3627	578
Six Month - BCF Family	20	102	34	22	140	0	74	392	64
Six Month - BCF Senior	326	248	117	125	164	92	74	1146	196
Six Month - BCF Youth	192	77	95	20	100	0	16	500	97
Six Month - Multi Adult	413	65	147	44	123	46	71	909	158
Six Month - Multi Family	20	11	3	44	7	0	35	120	17
Six Month - Multi Senior	326	84	29	69	87	92	45	732	119
Six Month - Multi Youth	192	2	7	0	49	0	3	253	50
Three Month - BCF Senior	274	184	287	134	128	103	105	1215	201
Three Month - BCF Adult	1276	1192	1195	816	857	737	497	6570	1067
Three Month - BCF Family	46	69	41	15	2	167	16	356	35
Three Month - BCF Youth	148	220	177	116	101	110	24	896	152
Three Month - Multi Adult	248	29	151	105	94	170	124	921	125
Three Month - Multi Family	14	40	14	15	53	130	130	396	27
Three Month - Multi Senior	99	14	4	32	1	32	16	198	30
Three Month - Multi Youth	3	11	0	3	0	6	12	35	3
10 Pass - Adult	111	88	114	168	194	271	259	1205	135
10 Pass - Family	2	8	1	0	0	0	0	11	2
10 Pass - Senior	90	100	102	59	104	84	32	571	91
10 Pass - Youth	25	20	40	41	29	45	41	241	31
Toonie Walk 10 Pass****	1	0	0	0	0	0	0	1	0
<b>TOTAL</b>	<b>14704</b>	<b>11,514</b>	<b>11,220</b>	<b>9,568</b>	<b>9,967</b>	<b>10,173</b>	<b>8,835</b>	<b>75981</b>	<b>11395</b>

Admissions BCF (POS)	2018	2017	2016	2015	2014	2013	*2012	TOTAL	5 Year Average
BCF Admission ADULT	579	390	145	450	50	254	513	2381	323



## Agenda Item # 5.4.1

BCF Admission FAMILY	39	18	2	14	0	9	29	111	15
BCF Admission SENIOR	29	12	20	15	10	21	29	136	17
BCF Admission YOUTH	361	195	85	306	19	164	356	1486	193
Multi Admission ADULT	4	0	6	7	3	2	10	32	4
Multi Admission FAMILY	4	1	2	2	0	0	0	9	2
Multi Admission SENIOR	0	0	1	0	0	0	0	1	0
Multi Admission YOUTH	3	0	0	2	1	0	1	7	1
Golden Mile Walking	287	89	45	11	36	0	0	468	94
Play Space & Parent Tot Drop In	56	76	79	76	72	96	156	611	72
School Drop in/DARTS	115	39	95	89	92	232	209	871	86
Special Events/OTHER	0	0	0	0	3	53	0	56	1
TGITF	102	47	0	0	0	0	0	149	30
<b>TOTAL</b>	<b>1579</b>	<b>867</b>	<b>480</b>	<b>972</b>	<b>286</b>	<b>831</b>	<b>1303</b>	<b>6318</b>	<b>837</b>

<b>Admissions Aquaplex (POS)</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>*2012</b>	<b>TOTAL</b>	<b>5 Year Average</b>
Adult	828	399	676	866	508	496	830	4603	655
DARTS	0	1	23	17	67	97	61	266	22
Family	267	142	288	257	160	290	283	1687	223
Senior	207	9	168	57	52	35	29	557	99
Toonie Adult	198	138	301	314	258	162	266	1637	242
Toonie Youth	316	222	534	630	512	390	340	2944	443
Youth	692	364	626	951	490	513	980	4616	625
Shower	139	49	87	80	65	75	105	600	84
Additional attendance (preschool, tickets, individuals per family, etc)	1633	506	646	781				3566	713
<b>Total</b>	<b>2647</b>	<b>1324</b>	<b>3349</b>	<b>3172</b>	<b>2112</b>	<b>2058</b>	<b>2894</b>	<b>17556</b>	<b>2521</b>

<b>Programs Aquaplex</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>*2012</b>	<b>TOTAL</b>	<b>5 Year Average</b>
AquaFit Admission		^^	^^	^^	48	56	49	153	10
AquaFit - Membership	917	641	1242	1277	0	0	0	4077	815
Swimming Lessons	832	287	358	441	0	0	0	1918	384
Edutours	1493	291	1146	973	0	0	0	3903	781
Canadian Badlands Aquatic Club	408	165	249	350	0	0	0	1172	234
School Lessons	2920	2375	3187	3870	0	0	0	12352	2470
Other rentals	386	190	166	0	0	0	0	742	148
<b>Total</b>	<b>6956</b>	<b>3949</b>	<b>6348</b>	<b>6911</b>	<b>48</b>	<b>56</b>	<b>49</b>	<b>24317</b>	<b>4842</b>

<b>Bookings BCF</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>*2012</b>	<b>TOTAL</b>	<b>5 Year Average</b>
Banquets	8	6	10	18	15	14	9	80	11
Birthday Parties	10	8	8	10	15	23	6	80	10
Conferences	4	1	2	3	1	2	0	13	2

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## Agenda Item # 5.4.1

Memorials	2	1	1	1	2	1	0	8	1
Weddings	5	3	3	2	3	2	1	19	3
Field House***	55	73	39	29	46	49	14	305	48
Other rentals**	157	124	135	113	130	139	68	866	132
<b>Total</b>	<b>241</b>	<b>216</b>	<b>198</b>	<b>176</b>	<b>212</b>	<b>230</b>	<b>98</b>	1371	<b>209</b>

\*2012 was March only as that was when BCF opened

\*\*Other: Anniversaries, concerts, meetings, fundraisers, trade shows, school groups etc

\*\*\*All Field House bookings

^^ regular admission now applies rather than an Aquafit admission

If blank, data not available.

\*\*\*\*Added June 2018

**2018 PROGRAM STATISTICS  
BCF PROGRAMS**

<b>Program Name</b>	<b>Program Type</b>	<b># of Participants</b>	<b>Dates</b>	<b>Status</b>
Camp BCF Easter Camp	Registered	14	April 3-6	COMPLETED
Racquet Camp (6-10 yrs)	Registered	3	April 3-6	Cancelled
Racquet Camp (11-14 yrs)	Registered	0	April 3-6	Cancelled
Half Day Cooking Camp (6-8 yrs)	Registered	2	April 3-6	Cancelled
Half Day Cooking Camp (9-12 yrs)	Registered	2	April 3-6	Cancelled
Half Day Yoga Camp (6-8 yrs)	Registered	0	April 3-6	Cancelled
Half Day Yoga Camp (9-12 yrs)	Registered	0	April 3-6	Cancelled
Sign & Wine Night	Registered	0	May 25, 2018	Cancelled
Paint & Wine Night	Registered	0	April 27, 2018	Cancelled
It's All Yoga	Registered	14	Mar 12-Apr 23	COMPLETED
It's All Yoga	Registered	14	May 7 - Jun 18	COMPLETED
Parent & Tot Yoga	Registered	2	Mar 14 - Apr 25	Cancelled
Parent & Tot Yoga	Registered	0	May 9 - Jun 13	Cancelled
Munchkins Racquet Sports (4-6)	Registered	0	Mar 16 - Apr 27	Cancelled
Youth Badminton Level 1 & 2 (Fri)	Registered	0	Mar 16 - Apr 27	Cancelled
Youth Badminton Level 3 & 4 (Fri)	Registered	1	Mar 16 - Apr 27	Cancelled
Youth Badminton Level 1 & 2 (Fri)	Registered	0	May 11 - Jun 15	Cancelled
Youth Badminton Level 3 & 4 (Fri)	Registered	1	May 11 - Jun 15	Cancelled
Adult Daytime Badminton (Fri)	Registered	0	Mar 16 - Apr 27	Cancelled
Adult Daytime Badminton (Fri)	Registered	0	May 11 - Jun 15	Cancelled
Kids Night Out	Registered	0	April 20th, 2018	Cancelled
Kids Night Out	Registered	0	May 18th, 2018	Cancelled
Kids Night Out	Registered	0	Jun 15th, 2018	Cancelled
Cooking Class for Teens (13-17 yrs)	Registered	0	Mar 1 - Apr 5	Cancelled
Beginner Indoor Core Cycling	Registered	4	Mar 13 - Apr 17	Cancelled
Youth Indoor CORE Cycling	Registered	11	Mar 13 - Jun 12	COMPLETED
Youth Indoor CORE Cycling	Registered	0	May 8 - Jun 12	Cancelled
Keeping Up: Spring It On (Wed)	Registered	8	Mar 14 - Apr 18	COMPLETED
Keeping Up: Spring It On (Thurs)	Registered	11	Mar 14 - Apr 18	COMPLETED
Keeping Up: Countdown to Summer (W)	Registered	12	May 9 - Jun 13	COMPLETED
Keeping Up: Countdown to Summer (Th)	Registered	9	May 10 - Jun 14	COMPLETED
POUND	Registered	8	Mar 16 - May 4	COMPLETED
POUND	Registered	0	May 11 - Jun 22	Cancelled
Vinyassa Yoga (Mon)	Drop In Fitness	Average of 7	Apr - Jun	COMPLETED
Vinyassa Yoga (Wed)	Drop In Fitness	Average of 6	Apr - Jun	COMPLETED
Keeping Up with Fitness (Tues)	Drop In Fitness	Average of 9	Apr - Jun	COMPLETED
Keeping Up with Fitness (Thur)	Drop In Fitness	Average of 8	Apr - Jun	COMPLETED
C.O.R.E. Cycling (Mon)	Drop In Fitness	Average of 5	Apr - Jun	COMPLETED
C.O.R.E. Cycling (Thurs))	Drop In Fitness	Average of 4	Apr - Jun	COMPLETED
Shuffleboard	Drop In Sports	2	April	COMPLETED

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## ***Agenda Item # 5.4.1***

Basketball	Drop In Sports	473	April	On Going
Basketball	Drop In Sports	236	May	On Going
Basketball	Drop In Sports	282	June	On Going
Volleyball	Drop In Sports	124	April	On Going
Volleyball	Drop In Sports	264	May	On Going
Volleyball	Drop In Sports	31	June	On Going
Floor Hockey	Drop In Sports	36	April	On Going
Floor Hockey	Drop In Sports	2	May	On Going
Floor Hockey	Drop In Sports	0	June	On Going
Pickleball	Drop In Sports	633	April	On Going
Pickleball	Drop In Sports	313	May	On Going
Pickleball	Drop In Sports	71	June	On Going
Badminton	Drop In Sports	214	April	On Going
Badminton	Drop In Sports	122	May	On Going
Badminton	Drop In Sports	81	June	On Going



# DRUMHELLER

## PROTECTIVE SERVICES

Agenda Item # 5.5.1



### PROTECTIVE SERVICES REPORT ON CORPORATE / OPERATIONAL PRIORITIES 3rd QUARTER 2018

#### CANNABIS LEGISLATION

Bylaw 06.18 being a bylaw to amend the Land Use Bylaw to allow for cannabis retail was adopted by Council on July 9<sup>th</sup>.

Bylaw 10.18 being a bylaw to amend the Community Standards Bylaw to regulate the consumption of tobacco and cannabis was adopted by Council on August 20<sup>th</sup>.

#### TOURISM CORRIDOR BYLAW

The Community Standards Bylaw and Tourism Corridor Bylaw Working Groups toured the valley on June 28<sup>th</sup> to identify areas of concern along the tourism corridor - Priority #1 (south hill through Drumheller to north hill) and Priority #2 (Nacmine, Wayne to Rosedale to East Coulee). From their observations, the Tourism Corridor Working Group have developed a draft bylaw which includes higher standards for the Priority #1 area and for the Priority #2 area to follow standards within the new Community Standards Bylaw. A meeting will be held mid-September with the working group to finalize the draft bylaw which will move forward to Council for their consideration and adoption in October / November.

#### COMMUNITY STANDARDS BYLAW

We have had 3 meetings with our community standards bylaw working group for ideas on how to improve the current bylaw. The group members have reviewed other communities' bylaws and have identified areas for inclusion in Drumheller's new bylaw. The group is currently in the process of updating of the bylaw.

#### BROWNFIELD SITES

An environmental company has contacted Drumheller advising that a property owner wishes to work with Drumheller for improvements on their property.

#### AEMA TRAINING

CRESS (Central Region Emergency Social Services) has been booked for October 17, 2018. We will be hosting a MOCK RC/CRIB workshop. Tina Colberg with Red Deer County is helping organize. She has created a poster and sent out a "Save the Date" for all Cress Members (approximately 90 people).

#### FENCED DOG PARK

The date for an open house for the public to provide input on the location and design of the fenced dog park has been set for September 20<sup>th</sup> at 7:00 PM at BCF.

**Greg Peters**

**Director of Protective Services**

Town of Drumheller  
224 Centre Street  
Drumheller, AB T0J 0Y3

**Protective Services**

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## ***Agenda Item # 5.5.1***

### **2018 FIRE CALLS**

Structure fires	5/60
False alarms	15/60
Motor Vehicle Collisions	10/60
Grass Fires	9/60
Rescue hill, river, etc	5/60 river, hill, water
Hazmat	4/60
EMS assist	7/60
CO detector	2/60
Car fires	2/60
Garbage bin	0
Ice Jam/river	2/60 high water 3 days, evac notices

April – June 30/18

## ***Agenda Item # 5.5.1***

### **2018 FIRE CALLS**

Structure fires	4/32	
False alarms	14/32	
Motor Vehicle Collisions	7/32	1 fatal
Grass Fires	0/32	
Rescue hill, river, etc	1/32	ice
Hazmat	0/32	
EMS assist	4/32	
CO detector	2/32	
Car fires	0/32	
Garbage bin	0/32	
Ice Jam/river	0/32	

**Jan – March 31**



# Agenda Item # 5.5.1

## Drumheller Municipal Detachment

### Crime Statistics (Actual)

July: 2014 - 2018

All categories contain "Attempted" and/or "Completed"

August-08-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Homicides & Offences Related to Death		0	0	1	0	0
Robbery		0	0	0	0	0
Sexual Assaults		1	0	0	4	2
Other Sexual Offences		1	0	0	6	0
Assault		11	12	11	15	4
Kidnapping/Hostage/Abduction		0	0	0	0	0
Extortion		0	0	0	0	0
Criminal Harassment		1	1	2	1	2
Uttering Threats		2	3	8	2	3
Other Persons		0	0	0	0	0
<b>TOTAL PERSONS</b>		16	16	22	28	11
Break & Enter		5	3	1	8	4
Theft of Motor Vehicle		1	5	5	2	9
Theft Over \$5,000		2	0	2	2	0
Theft Under \$5,000		26	19	22	16	23
Possn Stn Goods		0	2	1	1	0
Fraud		2	2	18	3	5
Arson		0	0	3	0	0
Mischief To Property		26	18	18	15	8
<b>TOTAL PROPERTY</b>		62	49	70	47	49
Offensive Weapons		14	10	3	1	0
Disturbing the peace		9	10	13	12	5
<b>OTHER CRIMINAL CODE</b>		9	3	6	11	10
<b>TOTAL OTHER CRIMINAL CODE</b>		32	23	22	24	15
<b>TOTAL CRIMINAL CODE</b>		110	88	114	99	75



## Agenda Item # 5.5.1

### Crime Statistics (Actual)

**July: 2014 - 2018**

All categories contain "Attempted" and/or "Completed"

August-08-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		10	3	17	1	1
Drug Enforcement - Trafficking		1	0	3	0	0
Drug Enforcement - Other		0	0	0	0	0
<b>Total Drugs</b>		<b>11</b>	<b>3</b>	<b>20</b>	<b>1</b>	<b>1</b>
Federal - General		0	5	3	0	0
<b>TOTAL FEDERAL</b>		<b>11</b>	<b>8</b>	<b>23</b>	<b>1</b>	<b>1</b>
Liquor Act		3	1	4	1	0
Other Provincial Stats		14	11	18	12	10
<b>Total Provincial Stats</b>		<b>17</b>	<b>12</b>	<b>22</b>	<b>13</b>	<b>10</b>
Municipal By-laws Traffic		1	2	1	1	0
Municipal By-laws		5	9	13	8	10
<b>Total Municipal</b>		<b>6</b>	<b>11</b>	<b>14</b>	<b>9</b>	<b>10</b>
Fatals		0	0	0	0	0
Injury MVC		2	3	0	1	0
Property Damage MVC (Reportable)		19	15	14	20	16
Property Damage MVC (Non Reportable)		1	2	2	4	1
<b>TOTAL MVC</b>		<b>22</b>	<b>20</b>	<b>16</b>	<b>25</b>	<b>17</b>
<b>Provincial Traffic</b>		<b>153</b>	<b>178</b>	<b>54</b>	<b>155</b>	<b>12</b>
<b>Other Traffic</b>		<b>0</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>
<b>Criminal Code Traffic</b>		<b>2</b>	<b>1</b>	<b>4</b>	<b>6</b>	<b>4</b>
<b>Common Police Activities</b>						
False Alarms		27	27	24	28	14
False/Abandoned 911 Call and 911 Act		6	14	8	16	16
Suspicious Person/Vehicle/Property		15	20	49	6	11
Persons Reported Missing		1	3	4	4	2
Spousal Abuse - Survey Code		5	6	10	12	8

# Agenda Item # 5.5.1

## Crime Statistics (Actual) January to July: 2014 - 2018

All categories contain "Attempted" and/or "Completed"

August-08-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Drug Enforcement - Production		1	0	1	0	3
Drug Enforcement - Possession		56	34	68	15	20
Drug Enforcement - Trafficking		5	6	16	7	7
Drug Enforcement - Other		0	0	0	0	0
<b>Total Drugs</b>		<b>62</b>	<b>40</b>	<b>85</b>	<b>22</b>	<b>30</b>
Federal - General		33	18	16	7	7
<b>TOTAL FEDERAL</b>		<b>95</b>	<b>58</b>	<b>101</b>	<b>29</b>	<b>37</b>
Liquor Act		20	26	21	12	14
Other Provincial Stats		60	86	77	80	62
<b>Total Provincial Stats</b>		<b>80</b>	<b>112</b>	<b>98</b>	<b>92</b>	<b>76</b>
Municipal By-laws Traffic		4	6	5	3	0
Municipal By-laws		29	36	49	31	31
<b>Total Municipal</b>		<b>33</b>	<b>42</b>	<b>54</b>	<b>34</b>	<b>31</b>
Fatals		0	0	0	0	1
Injury MVC		6	10	1	3	1
Property Damage MVC (Reportable)		74	92	82	99	88
Property Damage MVC (Non Reportable)		14	14	12	15	7
<b>TOTAL MVC</b>		<b>94</b>	<b>116</b>	<b>95</b>	<b>117</b>	<b>97</b>
<b>Provincial Traffic</b>		<b>890</b>	<b>963</b>	<b>778</b>	<b>961</b>	<b>682</b>
<b>Other Traffic</b>		<b>10</b>	<b>9</b>	<b>12</b>	<b>10</b>	<b>5</b>
<b>Criminal Code Traffic</b>		<b>33</b>	<b>40</b>	<b>31</b>	<b>31</b>	<b>30</b>
<b>Common Police Activities</b>						
False Alarms		195	113	170	146	112
False/Abandoned 911 Call and 911 Act		26	49	30	82	60
Suspicious Person/Vehicle/Property		51	70	125	67	60
Persons Reported Missing		6	6	17	18	14
Spousal Abuse - Survey Code		37	52	54	46	48

# Agenda Item # 5.5.1

## Drumheller Municipal Detachment Crime Statistics (Actual) January to July: 2014 - 2018

All categories contain "Attempted" and/or "Completed"

August-08-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Homicides & Offences Related to Death		0	0	2	0	0
Robbery		6	2	1	2	0
Sexual Assaults		2	1	9	5	4
Other Sexual Offences		1	0	1	6	1
Assault		68	55	71	50	56
Kidnapping/Hostage/Abduction		2	1	1	0	0
Extortion		1	1	0	0	1
Criminal Harassment		9	9	11	12	20
Uttering Threats		17	17	43	15	18
Other Persons		2	1	0	0	0
<b>TOTAL PERSONS</b>		<b>108</b>	<b>87</b>	<b>139</b>	<b>90</b>	<b>100</b>
Break & Enter		15	30	23	33	33
Theft of Motor Vehicle		10	10	15	12	33
Theft Over \$5,000		4	3	4	4	8
Theft Under \$5,000		75	89	87	104	135
Possn Stn Goods		8	7	9	9	13
Fraud		21	27	76	38	34
Arson		1	1	4	2	0
Mischief To Property		101	108	88	68	68
<b>TOTAL PROPERTY</b>		<b>235</b>	<b>275</b>	<b>306</b>	<b>270</b>	<b>324</b>
Offensive Weapons		59	51	38	4	3
Disturbing the peace		45	42	47	43	37
<b>OTHER CRIMINAL CODE</b>		<b>41</b>	<b>46</b>	<b>46</b>	<b>44</b>	<b>37</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>145</b>	<b>139</b>	<b>131</b>	<b>91</b>	<b>77</b>
<b>TOTAL CRIMINAL CODE</b>		<b>488</b>	<b>501</b>	<b>576</b>	<b>451</b>	<b>501</b>

**QUARTERLY REPORTING REQUIREMENTS**  
**APPOINTEE – MAYOR HEATHER COLBERG**

QUARTERLY REPORTS DUE	Airport Commission	Drumheller & District Chamber of Commerce	Economic Development Advisory Committee	Canadian Badlands	Revitalization Corporation	Disaster Service Committee
<p>May 1 – July 31, 2018</p> <p><b>DUE: August 27, 2018</b></p> <p>Councillor Report Mayor Colberg May 1 to July 31, 2018</p>	<p><b>Meeting date:</b>  <b>May 8</b>            -Councillor Makowecki attended on my behalf</p>	<p><b>Meeting dates:</b>  <b>May 8, June 13</b></p> <p>The Chamber was a partner with the Town, Travel Drumheller, Community Futures and Alberta Culture &amp; Tourism to conduct the TIBRE (Tourism Industry Business Retention and Expansion) surveys. Debbie Schinnour and I were one of nine survey teams. I was also the Volunteer Coordinator of the local team who coordinated the project with Alberta Culture &amp; Tourism (Heather Bitz, Debbie Schinnour and I) attended the Gold Star Customer Service Training in Stettler on May 11.</p> <p>The Chamber presented its Business Leader of Tomorrow Scholarships of \$1,000 each to Veronica Filisilda who was graduating from St. Anthony's School and Brady Engen of DVSS.</p> <p>Marley Henneigh and I traveled to Grande Prairie to attend the Alberta Chambers of Commerce Annual General Meeting and Policy Session from May 24-26. There were two highlights of the conference. One was a tour of the Seven Generations facilities and the second was receiving the Chamber of the Year award for membership between 151-350.</p> <p>The Chamber, Town and Rotary Club partnered to host the Celebration of Excellence at the BCF on June 15 with 225 people in attendance.</p>	<p><b>Meeting dates:</b>  <b>May 9, June 13, July 11</b></p> <p>-The committee is pleased to see the Downtown going</p> <p>-Events planner is doing well</p> <p>-Committee is waiting on some of the Economic Taskforce Projects so they can move forward.</p> <p>-They want to oversee the plaza for the next year however down the road they feel there should be a plaza committee</p> <p>-They want to meet with Council to ensure they are aligned with Council Strategic Plan.</p>	<p><b>Meeting dates:</b>  <b>May 3, June 29</b></p> <p>- We have applied for a TGIF grant for a community downtown development tour with Roger Brooks in September.</p> <p>To follow this up, the exciting news of the day is the Roger Brooks Tour, September 17 to 20 in the Badlands region!</p> <p>Monday, August 20, four communities will be chosen and the Eventbrite registration will go live on the 21st. We are sure hoping Drumheller is chosen as one of the towns.</p> <p>-Strategic plan for 2018/2019 year            -Reviewing tourism levy operated by the CBT</p>	<p>The last meeting for this program was March 2015. Once we have an idea of the results from the Economic Task Force, we will revisit this program.</p>	<p>With Greg Peters away, we are waiting for this meeting.</p>

**Agenda Item # 7.1**



<p>Councillor Report - Mayor Colberg May 1 to July 31, 2018</p>		<p>- Canada Day Parade hosted by the Chamber of Commerce with just under 100 entries.</p> <p>- In the World's Largest Dinosaur and Visitor Information Centre, we have three permanent year-round staff members, and for 2018 we brought on eight seasonal staff and one practicum student from Robertson College.</p> <p>- Year-to-date attendance to the World's Largest Dinosaur to the end of July was 71,348 people with July seeing an increase of 7.5% over July 2017. We are approaching our 2,000,000<sup>th</sup> visitor and expect to reach the target by the end of August or into the September long weekend. We had our 1,000,000<sup>th</sup> visitor on September 5, 2009.</p>				
<p>May 1 to July 31, 2018</p> <p><b>DUE: August 27, 2018</b></p> <p>Page 41 of 53</p>		<p>May 11 – attended the Gold star course in Stettler</p> <p>May 26 – DVSS Grad</p> <p>May 28 - I got to sit on the Mayors panel at the Canadian Evaluation at the Hyatt Regency Calgary</p> <p>June 2 – St. Anthony's Grad</p> <p>July 14 – Africa the Valley Event</p>				



## ***Agenda Item # 7.2***

### Monthly Meeting Reports – May 1 to July 31/18

#### 1) Municipal Planning Commission

- Attended 1 of 3 meetings for the period. Absence due to vacation.
- 6 Development Permits for the period.
- Discussion held on new LUB amendment re: cannabis

#### 2) Valley Bus Society

- Attended 1 meeting for the period
- Fundraiser BBQ held May 18/18 to raise funds for the operating budget.
- Donation of \$3,500 received by the Elks club.
- Recent survey completed by 45 respondents. Top 3 uses were to go to the clinic, hospital and shopping/groceries. More than half of the ridership wanted to see evening availability and 91% wanted weekend service. The weekend tracking of ridership has risen to 63 in June from 46 in January. Trial period has been extended to Sept. 30 for further review.
- Building lease expired May 31/18. New space secured at the new Town shops for bus parking and 1 office. Location move mid Sept.
- Casino date set for Sept. 12 & 13/2018

#### 3) Community Futures

- Attended 1 of 3 meetings for the period. Absence due to vacation.
- Election of officers held at the AGM with Twyla Palmquist & Bob Davidson replacing Chris Curtis as interim co-Chairs. Roger Stevenson was acclaimed as Vice-Chair. Joes Rowbottom was acclaimed as Secretary Treasurer.
- There were no members at large willing to hold the Chairperson position. Association Articles were amended at the August 13 meeting in order to allow "Appointed" members to hold this position. The Feds have indicated that if a Chair is not elected at the September 13 meeting, Community Futures would not receive funding in October and they will move to dissolve the CF.

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## ***Agenda Item # 7.2***

4) Community Standards Appeal Committee

- Has not met yet.

5) Assessment Review Board

- Has not met yet. My registration for the Assessment Review course in Red Deer has been withdrawn due to an MGA change (only 1 councillor required to be certified) and costs associated with obtaining the certification

6) Aqua 7 Steering Committee

- Has not met yet.

From

Councillor Tony Lacher

## ***Agenda Item # 7.3***

Council Quarterly Report

Fred Makowecki

Crimestoppers-No meetings

Drumheller and Area Policing Committee-No meetings

DDSWMA-

The DDSWMA is in solid financial shape. It is developing linking residential/commercial and rural data to further fine tune fees. A study is being done to determine a way to equitable integrate commercial tipping fees for all members. Given diversity and remoteness and lack of scales at Transfer stations and number of ideas are having to be explored.

Tonage continues to vary slightly from period to period.

The DDSWMA are in the process of buying a plastics granulator to enhance recycling efforts.

China's recent policy restricting the acceptance of scrap plastic from North America has recyclers across the continent scrambling looking for new markets. The DDSWMA is no exception.

Environmental standards are always evolving and the DDSWMA is keeping up. Costs associated for compliance with new or tighter legislation are a constant struggle.

Greenhouse gas legislation and reporting are a new requirement for landfills producing over 10,000 tonnes of CO<sub>2</sub> per year. This has been reduced from 50,00 per year. We are not one of the two landfills in the province this change will effect; however the DDSWMA still has to have CO<sub>2</sub> measured. Costs are incurred.

A plan to do a long term projection for equipment replacement vs projected use should lead to fine tuned fees and tippage charges in the future.

Economic Development Advisory Committee- The plaza has gone from a multi year discussion item to a test run. A great deal time by this committee was contributed to this plaza. The planning and input from the committee has been essential to take it to the stage we are at.

The committee has seen through and selected this years grant applicants for storefront improvements. Recipients this year were: Drumheller Learning Centre, Jurassic Ink, Country Acres Bits and Baubles, Joel Fabrick, SJ Fashions and Salvation Army. The committee is looking at contributing to some recommendations to the town on standards for our downtown themes and standards this fall.

The committee was presented to by TIBRE ( Tourism Industry Business Retention & Expansion). It was suggested that we need to promote tourists from RTM to come into Town because without expanding capacity to keep more customers in Town for a long period of time, how do you get customers you have to spend more money. Businesses open late, interesting downtown core, visitor friendly experience, attraction enhancements were suggested. There was a recommendation to expand our season to spring and fall by adding hiking trails etc. It was suggested that businesses need to cross promote to encourage longer stays. A more detailed presentation from TIBRE will be

## ***Agenda Item # 7.3***

presented to council this fall.

The committee made recommendations about buskers and our town crier which have been adopted by the town.

The committee is inquiring how to get more opportunity to bid on vending opportunities at the museum. Meetings are being sought to allow local business the opportunity to benefit from the huge attendance at the museum.

Filming by Netflix will be occurring in the area with credit to the Town of Drumheller being assured.

Various initiative by Travel Drumheller have been noted. Ad campaigns in Edmonton and in WestJet's in flight magazine has garnered many praises. Great work. Videos are in the works and winter photo shoots are upcoming.

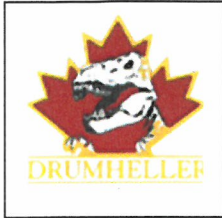
The EDAC has been happy to hear of the new businesses that have chosen to locate downtown.

CAEP is now taking the results of the Task force and are working on recommendations to bring back to the town.

The committee is in process discussing and contributing input to: beautification of the Plaza, looking at how to involve more of the community in efforts, examining grants and coordinating efforts in many economic attraction and retention items.

Respectfully submitted.

Fred Makowecki



## ***Agenda Item # 7.4***

### **2018 Board and Committee Quarterly Report**

**Councillor Tom Zariski**

**May 1/2018 – July 31/2018**

#### **Municipal Planning Commission:**

Meetings: April 27, June 28, July 26

Minutes of meetings presented to Council

#### **Citizen's Advisory Committee to the R.C.M.P.:**

Meetings: May 17, June 21, (Recessed for the summer)

Agenda items of note:

- Staffing – Detachment Commander Charles will be leaving for a new position.
- Annual Performance Plan – Traffic stops will be a focus for the summer.
- Round Table - Can you provide an explanation on the cost that the RCMP is charging the municipalities now an increase of 1% for training, equipment, radio system.  
Kevin – Increased training, equipment and the new updated radio system.
- Participated in the Policing booth at the Spring Expo

#### **Taxi Commission:**

- Greg will research and develop a draft "Uber" Bylaw to look at.

#### **Drumheller and District Senior's Foundation:**

Board of Director's Meetings: May 17, July 6, July 19

Meetings with CAO: May 4, May 11, May 15, July 13, July 27

Strategic Planning: May 17, Developed the 5 year Strategic Plan

Met with the GoA Housing Advisor and AHS representative to discuss the possibility of providing SL 4 in the Hillview Lodge.

#### **Citizen's on Patrol:**

Meetings: May 24, June 28, July 26

- "Old Cells" in the process of being converted into a D.C.O.P.A. meeting office.

#### **Assessment Review Board:**

No Assessment Reviews to date



## ***Agenda Item # 7.4***

### **Community Meetings:**

Newcastle Community Association: June 12

### **Community Standards Bylaw Committee:**

Meetings: June 12

### **Tourism Corridor Bylaw Committee:**

Meetings: Meeting June 13, July 27, Toured the valley to look at Tourism corridors, June 28

### **Other Events, Meetings:**

- Economic Task Force, Education Committee meetings: July 11 – developed an analysis of the IT education opportunities and needs of the Drumheller area.
- Two minutes on the Town presentations, May 31, July 19
- Attended the Town/Chamber/Rotary Celebration of Excellence evening, June 15
- Toured East Coulee with the Mayor and a citizen, June 29
- Volunteered at Spring Fest, May 5
- Attended a Rotary meeting, May 7
- Helped with the Nurses Appreciation BBQ, May 9
- Economic Task Force presentation, May 14
- Helped cook at the Seniors BBQs at Sunshine Lodge, May 17, June 8
- Attended the Miner's Memorial presentation, May 20
- Volunteered to cook pancakes for the East Coulee Community Association, May 27, June 24
- Attended the Summer Picnic at the BCF, June 6
- Attended the Downtown Plaza Launch, July 12

**Quarterly Report May 1 to July 31, 2018 – Councillor Kristyne De Mott****Palliser Reports:**

Subdivision Report - active subdivision activity - no more applications but timing and deadlines has made it busy during the summer months.

- Since June Linden has made a subdivision application
- No subdivision applications that are multi-lots
- Applications show this year is very average
- Majority are from approved files from last year (2017)
- Sharp Hills largest controversial wind farm project - wind turbines will reach the highest in the world 600ft (EDP Renewables - American Company) blades are 220ft

Office Activity - summer months very busy with reports and staff vacations

- Kari's position review: assist with safety codes and bank reconciliation
- Safety codes council and elements within
- Implementing LAP and health benefits for Devin as his review has passed
- Accepted first eTransfer for subdivision payment
- Accounting system updated with CPP changes

Planning Report - IDPS and project meetings have been scheduled discussing various aspect and writing those documents: making headway on the ones that need to get going & for the most part relatively straight forward so Devin is confident - depends on how in-depth the municipalities want to go

- Carbons IDP is already in place (not done through Palliser)
- MDP's for Rockyford (requesting public consultations) Delia MDP (ready to go) Hussar (waiting on the green light - on hold because of the possibility of Hussar dissolving as an MD - reports show they are self sufficient but it's up to the government) Youngstown, Veteran & Morris
- Carbon reasoning applications and Land Use

Acting CEO and GIS Report - ESRI conference was very good with lots of training on new GIS platform with major pushed for 3D mapping within GIS

- Safety Codes August 01 meeting (Linda Taylor had a funeral to attend and missed the meeting) future audit schedule
- MPE Engineering - trying to come up with a system where they and Palliser is all working within the same data (cloud edit site) so that edits are the same. Third party municipalities to joint the Webmap (generate more income for Palliser) that are clients of MPE - rather than MPE make their own Webmap. Similar to Provost being a non-member of Palliser but paying a yearly amount to use the Webmap
- Palliser to be providing mapping support for Flood Mitigation with Stantec
- Drumheller Parcel updates: automate parcel updates as per requested by Drumheller - new owner names updating thru Vadim then sent to Justin to layer into the Webmap - looking for an automated update rather than this manual process done by Shane. Looking to reduce human error.
- Matthew Boscariol retracted his acceptance of the Long Range Planner position. Running the ad again in September since it ran out.

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## ***Agenda Item # 7.5***

- CAO Meeting looking for an online forum - created by Justin and testing it out in house currently - soon to be unveiled.

### Library Board and Library Society Reports:

Have been attending Library Strategic Planning Meetings and cannot comment on the things discussed until the unveiling to Town Council by the Library Board. Will submit meeting notes afterwards :)

### SDAB Report:

Attended the SDAB Training Session in Calgary on July 31st in Calgary. Am now able to attend and vote in Drumheller SDAB Meetings. I got one answer wrong on the test at the end of the session.

### Taxi Commission Report:

No Meetings to report.

### Canadian Badlands Report: (stand in councillor)

Have attended the Strategic Planning meeting in Strathmore hosted by Edmonton's Head of Tourism as well as one meeting with Heather and Lisa where I wasn't a voting member.

### Deputy Mayor:

ACACA - July 13th at the BCF Art Gallery for the Alberta Wide Exhibit  
Various Chequers Signing responsibilities.  
Drumheller Bottle Depot - August 15th for Applaud a Depot Event

# Committee Reports

For Lisa Hansen-Zacharuk

August 23<sup>rd</sup>, 2018 for period May 1<sup>st</sup> to July 31<sup>st</sup>, 2018

Heritage Arts and culture Steering committee	● Met June 26 <sup>th</sup> with no further meetings scheduled now. Discussed arts and culture grant applications and role for Arts and Culture days.
Drumheller Stampede and ag society	● Met Thursday June 7 <sup>th</sup> , Aug. 10 <sup>th</sup> This was in place of the July meeting. Most discussion was based on race schedule this year as well organizing for Flat track Canada.
Community Standards Appeal committee	● Nothing to report
Assessment review Board	● Nothing to report
Canadian Badlands	● Met in Brooks with the committee. First time to attend, non- voting member but could get a good grasp of the organization and the works they complete. Good discussions on current issues and strategies to move forward.
Alternate meetings for volunteer committees	Had Homestead Museum, Hope college and Cooperating society meetings in this time frame.



## ***Agenda Item # 7.6***

### Contact Information

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If you want to add any important info about the contacts that follow, you can do that here. If not, just select this placeholder and press Delete to remove it.

**Client Project Manager**

Office: Office Phone

Mobile: Cell Phone

Email: Email

**Client Project Champion**

Office: Office Phone

Mobile: Cell Phone

Email: Email

### Project Abstract

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Add a brief project summary here.

Councillor Garbutt

Sub Committee Quarterly Report

May – July 2018

### **Drumheller Housing Administration**

The board of DHA met three times during this period. I could attend 2 of the 3 meetings

Highlights include:

- A presentation from a representative of the Canadian Housing and Mortgage Corporation reviewing the major points of the National Housing Strategy revealed by the Federal Government the month before. There will be no funding available for subsidized housing, only affordable units and that is a secondary priority in Drumheller. The board is still firmly of the opinion that the purchase and remodel of an existing building is preferable to a new build. Mayor Colberg attended this meeting in my place.
- DHA finances are on track with our budget. With the setting aside of Sandstone Manor's property taxes, the board is confident that Sandstone's operating surplus should still allow for a significant reserve contribution again at the end of 2018.
- We have a new Housing Advisor who is just as easy to work with as the last one. He is coming to meet with DHA's CAO in late August.
- Properly sloped landscaping has been a battle that our CAO has been waging for the past 10 years. He worked on the easy fixes in the early years and more recently has been lobbying the GOA for grants for to fix the more expensive areas.
- We have been waiting 18 months for a tender on three driveway replacements in Greentree and Hunts. The broken asphalt slopes towards the buildings instead of away. Monday of this week the tender was awarded to a local contractor.
- Numerous and sundry maintenance and tenant issues were discussed and addressed.
- My thanks, as always, go out to the members of our board and the team at C21, our management body, especially Bob Sheddy and Cassandra Houston.

### **Subdivision & Development Appeal Board**

The SDAB met twice during this period. Those hearings are a matter of public record, so the details are available to everyone, but the highlights were:

Bugdale property – an appeal was made on the denial of a permit for an elevated deck off the front of the home that was non-compliant to minimum set back requirements in a fairly extreme way. The appeal was denied.

Gangster Enterprises – an appeal was made of a stop order given in relation to the operation of “a work camp” or temporary employee lodging happening on their site. SDAB upheld the stop order but encouraged the property owner to apply for a development permit as what they were doing is a

## ***Agenda Item # 7.7***

permitted use of M2 land as our land use bylaw is currently written. That may need to be revisited at the Council level.

Along with 2 members of the board I attended a new, mandatory, full day training class for SDAB members in July in Okotoks. I did learn a thing or two that I did not know before and had my earlier learning reinforced.

### **Community Standards Appeal Board**

For the 23<sup>rd</sup> straight quarter there have been no appeals to this body. Upon reflection, it would have been appropriate to have at least one council delegate from the CSAB sit on the new bylaw committee.

### **Red Deer River Municipal Users Group**

This group met twice during this period. I could attend both meetings. Highlights include a meeting held at the Dickson Dam. We reviewed material about the history of the Dam (as a Red Deer kid I worked out at the Dam renting paddle and fishing boats my first summer out of high school before college). We also reviewed the dam's multi-purpose function and how it does what its supposed to do. Their operations have changed over the years as a hydro-electric generating capacity was added in the late 80's, early 90's. Darryl has material in case anyone wishes further details. Suffice it to say that neither flood control nor recreation are its primary purposes.

### **Drumheller Community Learning Society**

This committee met twice the period, but breaks for the summer school break. Highlights include the now old news that a sponsor was found – many thanks to Councillor Makowecki – for the Homework-Help! Program which provides no-cost tutoring to many local students on a variety of subjects. The organization may still approach Council to report on this program and apply for assistance under the Community Assistance Program. However, I believe the immediate crisis has passed. The board also continues to pursue other fundraising options to ensure its program sustainability. Courses and classes for the fall term were reviewed. I have broached the subject of finding synergies with Badlands Community College – that will be a long campaign indeed, in my opinion.

### **Disaster Services Committee**

No meetings during this period.