

Town of Drumheller COUNCIL MEETING AGENDA

**October 24, 2011 following the Organizational Meeting (4:45 PM)
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta**



Page

1.0 CALL TO ORDER

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

3-8 5.1.1 Regular Council Meeting Minutes of October 11, 2011

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

9-15 5.2.1 Municipal Planning Commission Meeting Minutes of July 21, 2011

16-18 5.2.2 Municipal Planning Commission Meeting Minutes of August 18, 2011

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.2. Director of Infrastructure Services

8.3. Director of Corporate Services

8.4. Director of Community Services

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

19-22	9.1	CAO's Quarterly Report to September 30, 2011
23-26	9.2	Director of Infrastructure Services' Quarterly Report to September 30, 2011
27-30	9.3	Director of Corporate Services' Quarterly Report to September 30, 2011
31-41	9.4	Director of Community Services' Quarterly Report to September 30, 2011

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

**Town of Drumheller
COUNCIL MEETING
MINUTES**

October 11, 2011 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Jay Garbutt

Lisa Hansen-Zacharuk

Sharel Shoff

Doug Stanford

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:

Michael Roy

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Corinne Macdonald

ABSENT:

Andrew Berdahl

1.0 CALL TO ORDER – 4:32 PM

2.0 MAYOR'S OPENING REMARK

2.1 Mayor T. Yemen proclaimed October 17 - 23, 2011 as Canada World Youth Week.

2.2 Board Appointments 2011/2012
Mayor T. Yemen circulated Board Appointments 2011/12 and asked Council to review and advise which Boards they would like to site on for the upcoming Organizational Meeting.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2011.261 Garbutt, Stanford moved that the agenda be adopted Addition: Item 8.4.1 Newcastle Hall – Ownership Transfer. Carried unanimously.

5.0 MINUTES

5.1 ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Regular Council Minutes of September 26, 2011

MO2011.262 Shoff, Garbutt moved that the regular Council meeting minutes of September 26, 2011 be adopted as presented. Carried unanimously.

5.2 MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3 BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1 CAO

8.2 Director of Infrastructure Services

8.2.1 RFD - Professional Engineering Services for System Upgrades and Optimization at Water Treatment Plant Proposals
A.Kendrick advised that a RFD was developed and posted according to the Town's purchasing policy. 40 Engineering firms reviewed the proposal on the APC website and 5 proposals were received. The Selection Team of R. Romanetz, A. Kendrick, B. Bolduc and L. Christopherson evaluated the proposals from the 5 firms and found Associated Engineering's proposal to be the most advantageous to the Town. The estimated project fees ranged from \$66,781 to \$139,000 with an average of \$99,232. Associated Engineers' Design Engineering fee rate was under the average rate by 33% or the lowest and fees for construction were at 10%. Professional Engineering Services are secured for two projects that are required in the Town's Approval to operate its Water and Wastewater Systems. Budget would be over by \$26,781, which will be coming out of reserves.

MOTON2011.263 Shoff, Zariski moved Council award the contract to Associated Engineering for \$66,781 to supply Professional Engineering Services for System Upgrades and Optimization at Drumheller Water

and Wastewater Treatment Facilities.

Discussion on Motion:

Councillor J. Garbutt asked why is the project over budget. A. Kendrick noted that the Town is complying with new regulations; part of the approval of the Waste Water Plant states we need a receiving stream assessment within one year. The Town contacted Environment and advised the Town did not have some equipment running all year and they allowed us more time. R. Romanetz noted that once you complete an Approval they can come back with different upgrades. Councillor L. Hansen-Zacharuk asked if we had any prior working relations with Associated Engineers. R. Romanetz noted they are a very reputable firm and although the Town has not worked with the firm recently, they are familiar with our WWTP.

Vote on Motion:

Carried unanimously.

8.3 Director of Corporate Services

8.3.1 RFD Tax Recovery Sale Reserve Bid

B. Wulff advised that as part of the tax recovery process under the MGA, properties with a tax caveat registered against them must be offered for public auction one year after the date of the tax caveat. The properties due for auction were registered in 2010. As another part of the process Council must set the terms and reserve bid for these properties. In the past terms have been cash and the reserve bid was equal to the current year's assessment.

MO2011.264 Shoff, Hansen-Zacharuk moved that Council set the reserve bid price for properties for the January 25, 2012 tax recovery auction. Furthermore, the successful bidder must pay via cash, or money order.

Carried unanimously.

8.3.2 RFD Sandstone Manor – Taxes

B. Wulff noted that Drumheller Housing Administration has requested that the property be made exempt from taxation. A request was made to Alberta Municipal Affairs with the response that property owned by the Town but operated by DHA cannot be made exempt. Municipal Affairs has advised that this situation "has been put under advisement". The Town has the discretion under the MGA Section 347(1)(b) to "cancel or refund all or part of a tax" on an annual basis. The Town is still required to remit the education tax as requisitioned by the Province. In keeping with the intention of the contract and subject to limitations of the current legislation on property tax exemption, DHA has requested

that Administration cancel the municipal portion of the property tax in the amount of \$8,331.30 plus penalty levied on September 1st in the amount of \$558.24, leaving the education tax of \$2,833.53 as payable. Susan Thompson, Municipal Affairs, advised that only lodge accommodation would be exempt. Manors 1 & 11 pay by a grant in lieu. For information purposes he provided copies of the Agreement between the Town and DHA, letter from DHA, emails from Town Solicitor, S. Thompson from Municipal Affairs and M. Roy, Director of Corporate Services.

MO2011.265 Garbutt, Zariski moved

Whereas the Drumheller Housing Administration has requested that the property being used by Sandstone Manor be made exempt from taxation, and

Whereas legislation does not permit an exemption in these circumstances, and

Whereas the MGA section 347(1)(b) provides Council the authority to cancel or refund taxes,

Therefore Council approve the cancellation of the municipal portion of the Sandstone Manor 2011 property taxes in the amount of \$8,331.30 plus the late payment penalty of \$558.24 for a total of \$8,889.54.

Discussion on Motion:

Councillor D. Stanford asked if Sandstone Manor's tax is put into reserves for maintenance of the building? R. Romanetz advised that if there is a deficit for maintenance, the Town would be responsible. Councillor D. Stanford asked how Sandstone's rent is compared to other municipalities. Councillor J. Garbutt advised that the rent is a little higher. Currently there are no vacancies and some residents in affordable housing would be better suited in subsidized housing. Councillor L. Hansen-Zacharuk asked if reserves are currently being used. Councillor J. Garbutt noted that there are no reserves, there is no profit. R. Romanetz noted that based on the approved budget those reserves are to be set aside.

Vote on Motion:

In favour T. Yemen, J. Garbutt, T. Zariski. Opposed D. Stanford, S. Shoff, L. Hansen-Zacharuk. Motion defeated.

8.4 Director of Community Services

8.4.1 Newcastle Hall – Ownership Transfer

P. Salvatore advised that the Newcastle Hall is a Town owned property. The Town has carried out some improvements on mechanical issues and water drainage. The

Newcastle Recreation Association is proposing to either enter into a lease agreement with the Town as in the past or take over title of the Hall for \$1. There are problems regarding drainage at the Hall that they would like to work together with the Town in resolving. This would help with their long term goals and reduce the Town's commitment for maintenance. R. Romanetz noted that the Town could deal with the external drainage; some work has been carried out already to direct the water away from the building to prevent it from leaking into the basement.

MO2011.266 Zariski, Hansen-Zacharuk moved that Council directs administration to proceed with the sale of Newcastle Hall to Newcastle Recreation Association, as proposed in their letter dated September 23, 2011. The Town would then proceed by assisting with "in kind" support to allow for building improvements to the Hall – in partnership with Newcastle Recreation Association. All costs associated with these improvements would be funded from the 2011 budget. The sale would include a caveat on the title of the property, which would return the property to the Town, if at any time in the future Newcastle Recreation Association ceased to function as a community organization.

Discussion on Motion:

Councillor L. Hansen-Zacharuk asked if it should be more specific and state that the Town will fix the drainage problem and not be doing maintenance repairs in the Hall. R. Romanetz advised that the Administration is agreeable to this proposal, Society would deal with the water issue inside, Town would only do the exterior work and direct the water away from the building. Council T. Zariski noted that the idea of the Newcastle Community is not requesting that the Town do any interior work, only exterior.

AMENDMENT TO MOTION MO2011.266:

Councillor L. Hansen-Zacharuk made an amendment to the motion to remove the sentence "The Town would then proceed by assisting with "in kind" support to allow for building improvements to the Hall – in partnership with Newcastle Recreation Association."

Councillor T. Zariski agreed to the amended motion.

Councillor T. Zariski asked that following the MGA discussion on exempt taxes would the Newcastle Hall be exempt. B. Wulff advised that Community Halls do not pay taxes.

MO2011.266A Zariski, Hansen-Zacharuk moved that Council directs administration to proceed with the sale of Newcastle Hall to Newcastle Recreation Association, as proposed in their letter dated September 23, 2011. All costs associated with these improvements would be funded from the 2011 budget. The sale would include a caveat on the title of the property, which would return the property to the Town, if at any time in the future Newcastle Recreation Association ceased to function as a community organization.

Carried unanimously.

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS – Shoff, Hansen-Zacharuk. 5:22 PM

14.1 Legal Matter

There being no further items, the Mayor declared the meeting adjourned at 6:00 PM.

Mayor

Chief Administrative Officer



Municipal Planning Commission

MINUTES
Meeting of Thursday, July 21, 2011

Present:

Robert Greene, Chairperson
Sharel Shoff, Councillor/Member
Andrew Berdahl, Councillor/Member
Jeanette Neilson, Member
Dennis Simon, Member
Paul Salvatore, Director of Community Services
Cindy Woods, Development Officer
Brad Weibe, PRMS
Janice Armstrong, Recording Secretary

Absent:

Shawn Francis, Member

- 1.0 **CALL TO ORDER** 12.05
- 2.0 **MINUTES FROM PREVIOUS MEETINGS**
- 3.0 **DEVELOPMENT PERMITS**

3.1 T00132H – Loralie Latour – Home Occupation (Day Home) – “R-1” Residential District

C. Woods presented Development Permit T00132H submitted by Loralie Latour for the operation of a Day Home to be located at 232 13th Street NW: Plan 9813172; Blk 10; Lot 23; Drumheller.

The zoning is R-1 - Residential.

C. Woods advised that a Day Home is a discretionary Use in R-1

Day Home “Meaning of Use”

- (a) that provides care, development and supervision for 6 or less children under 12 years of age, some or all of whom are children of persons other than the person operating the facility;
- (b) that is located within the private residence of the person operating the facility in which care is provided;
- (c) that operates for less than 24 consecutive hours in each day that the facility is operating;
- (d) that is required to conform with the policies and requirements of Alberta Childrens Services and may work independently as a private babysitting facility or as an approved provider with a family day home agency.

C. Woods reported that this is the first application received for a day home and believes that all day homes even though they are under the umbrella of “Time for Tots Family Day Homes” should have their own business license.



P. Salvatore reported that there is a definite need for childcare in the community and all licensed day homes are ran by regulations set out by Alberta Children & Family Service which are inspected regularly and all providers are required to have a criminal records check.

Motion J. Nielson to table Development Permit T00132H presented by Loralie Letour until a circulation is sent notifying the neighbors of the proposes business.

D. Simon seconded. Carried

3.2 T00072D – Bruce/Kathleen Coates – Tourist Dwelling – “SCR”- “Suburb Community Residential District”

C. Woods presented Development Permit T00172D submitted by Bruce/Karen Coates for the operation of a Tourist Dwelling to be located at 405 1 Ave; Plan 0411572; Blk 1; Lot 37; Drumheller. The zoning is R-1 - Residential.

C. Woods advised that a Tourist Dwelling is discretionary Use in “SCR”

(27) “Tourist Dwelling” means a single dwelling unit

(a) occupied by guests for a temporary period less than 28 days;

(b) contains sleeping and sanitary facilities and may contain cooking or eating facilities;

(c) occupied by a single party at any given time

(d) max occupancy to be limited by the number of rooms available for sleeping accommodations and shall be determined by the development Authority.

(47) Tourist Dwelling

(c) an owner or manager shall be available within the Town of Drumheller at all times when the tourist dwelling is being used.

C. woods reported that complaints have been received in the past but has been assured that a manager will be on site at all times and that there will only be 1 party occupying the premises at a time.

Motion S. Shoff that Development Permit T00172D submitted by Bruce/Karen Coates for the operation of a Tourist Dwelling be located at 405 1 Ave; Plan 0411572; Blk 1; Lot 37; Drumheller. Be approved subject to the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Tourist Dwelling means a single dwelling unit: occupied by guests for a temporary period less than 28 days; contains sleeping and sanitary facilities and may contain cooking or eating facilities; occupied by a single party at any given time; maximum occupancy to be limited by the number of rooms available for sleeping accommodation and shall be determined by the development authority.
3. Maximum occupancy at any given time shall be one party of up eight (8) people.
4. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission.
5. There shall be no outside storage of materials, commodities or finished products.
6. A Tourist Dwelling shall not have signage associated with the use.
7. The owner or manager shall be available within the Town of Drumheller at all times when the tourist dwelling is in use.
8. The owner or manager shall maintain garbage to the satisfaction of the Development Authority.



9. Tourist dwellings shall not cause or create nuisance factors that extend beyond what is normal and incidental to residential uses.
10. The site and buildings, structures and improvements shall be maintained in a clean, neat, tidy and attractive condition and free from all rubbish and debris.
11. Development to conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
12. Annual Business License is required.
13. Permit expires December 31, 2011

I. Doucette seconded. Cd

3.3 T00073D – Phil McCluskey – Indoor Golf with Kitchen/Bar – “Hwy-C”

C. Woods presented Development Permit T00173D submitted by Phil McCluskey for the operation indoor golf facility to be located at 555 Highway 10 East; Plan 08565GN; Blk A; Drumheller.
The zoning is Highway Commercial.

C. Woods reported “Low Lift Golf Experience will be located in the Greentree Mall, occupying 2,420 square feet, a small portion of the former Liquidation World. The business will include a small retail service, 2 virtual golf screens and a space will be provided for a bar/kitchen. This will not be a drinking establishment however; with alcohol being served, it will be required to adhere to the regulations set out by Alberta Liquor and Gaming control board.

Motion: S. Shoff that presented Development Permit T00173D submitted by Phil McCluskey for the operation indoor golf facility to be located at 555 Highway 10 East; Plan 08565GN; Blk A; Drumheller be approved with the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Must conform to the Town of Drumheller Community Standards Bylaw, including but not limited to;
Sec 9(3) (b) Except as authorized pursuant to this Bylaw, no owner or occupier of a premises shall make or cause or allow to be made or continued any noise which emanates from the premises and disturbs or annoys a person including any loud outcry, shouting, screaming, swearing, movement, music or activity.
(f) No drinking establishment shall permit any noise to emanate from the Premises of such drinking establishment such that it annoys or disturbs any person outside the boundary of the drinking establishment within the Corporate Limits of the Town of Drumheller.
3. Development to conform and meet the requirements of the AGLC (Alberta Gaming and Liquor Commission).
4. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission.
5. Garbage, grease and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares.
6. Development to conform to the Town of Drumheller Water & Sewer Bylaw, including, but not limited to, grease traps and backflow prevention devices.
7. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire Authority that building is occupiable for such purposes.
8. Development to conform and meet the requirements of the Regional Health Authority.
9. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
10. All signage to be made under separate development permit application. Freestanding sign to be approved and updated to reflect new business name no later than July 31, 2011.
11. The site and buildings, structures and improvements shall be maintained in a clean, neat, tidy and attractive condition and free from all rubbish and debris.



12. An Annual Business License is required.

D. Simon Seconded

J. Neilson opposed. Cd.

3.4 T00075D – Steve's Carpentry Ltd – Storage Yard and Building – "U-T" Urban Transitional

C. Woods presented Development Permit T00175D submitted by Steve's carpentry Ltd for Storage facility to be located at 785 4 Ave West; Plan 7251CK; Blk 49A; Lots A & B Drumheller.
The zoning is Urban Transitional

C. Woods reported that a 40'x30'x10 storage building will be located on the property which will remain on skids for removal and enclosed with an 8 ft chain link fence. C. Woods advised that Steve's Carpentry is also requesting an option to use building in the future for a heated workshop as well as a storage area, which would be ready to occupy in 2014.

UT - Urban Transitional District is to reserve lands on the periphery of the development area of the Town, which are intended as future urban growth areas.

R. Greene excused himself from meeting at 12:25 pm

Discussion was held and it was suggested that the MPC look at this area of land and determine a future use for it as it could remain as is indefinitely.

Motion A. Berdahl to table Development Permit T00075D presented by Steves Carpentry Ltd. until a circulation is sent to neighbors.

Seconded by D. Simon. Cd.

R. Greene returned at 12:40pm

3.5 T00076D – Josh Eccleston – Placement of Ready To Move (RTM) – "R-1"

C. Woods presented Development Permit T00176D submitted by Josh Eccleston for a placement of Nelson Built Home to be located at 265 4 Street ; Plan 0811318; Blk 2; Lots 20 Drumheller.
The zoning is Residential.

C. Woods reported that J. Eccleston is applying to move a pre built Nelson Home onto a foundation and building a 3' deck on the front and requires a relaxation to the
RTM Dwelling is a discretionary use in an R-1 District.

Motion: S. Shoff that development Permit T00176D submitted by Josh Eccleston for a placement of Nelson Built Home to be located at 265 4 Street be approved with the following conditions.

1. Must conform to Land Use Bylaw 10-08.
2. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor.
3. Relaxation granted for left side yard setback to 4' and right side yard setback to 3' to accommodate deck as per plans submitted.
4. All necessary Safety Codes Permits (building, electrical, gas, plumbing, etc.) to be in place prior to construction/installations.
5. Landscaping to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Authority.



6. **An over-weight/over-dimensional permit from Road-Data 1-888-830-7623 must issued prior to relocating structures within the municipality.**
 7. Development to conform to the Town of Drumheller Community Standards Bylaw (16-10).
 8. If the holder of the permit/property owner wishes to make any changes in the proposed development or additions to same from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
 9. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services.
 10. Development to conform to any/all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
- Contractor and subcontractors to have a valid business license with the Town of Drumheller.

I. Doucette seconded. Cd

3.6 T00077D – Canadian Tire – Garden Centre – "Hwy-C"

C. Woods presented Development Permit T00177D submitted by Nejmark Architect on behalf of Canadian Tire for the winterization of their existing garden Center to be located at 100, 650 South Railway Ave East ; Plan 99112417; Blk 7 & 8; Drumheller.

The zoning is Highway Commercial.

C. Woods reported that Canadian Tire wants to winterize their garden center, which will be similar to the enclosure used by another retailer in the area. They will be expanding the rear chain link fence making it a permanent fixture.

Motion: A. Berdahl that development Permit T00177D submitted by Nejmark Architect for the expansion to the rear of Canadian Tires garden center be approved with the following conditions:

1. Development shall conform to Land Use Bylaw 10-08.
2. Construction shall be in accordance with submitted site plan. If the holder of the permit wishes to make any changes from the site plan, the details of the application or from any condition, guideline or restriction imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development permit application may be necessary.
3. All necessary Safety Codes permits (building, electrical, gas, plumbing, etc.) to be in place prior to commencement of any construction/installation.
4. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire Authority that building is occupiable for such purposes.
5. Parking plan as per parking regulations in Land Use Bylaw 10-08.
6. Construction shall be in conformance with the Alberta Building and Fire Codes.
7. External finished appearance of proposed construction to be compatible with that of existing development.
8. Any and all local improvements at owner's expense including, however not limited to driveways, curb cuts, service connections, etc.
9. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares.
10. Landscaping Plan to be in accordance with Policy C04-02 and Land Use Bylaw 10-08.
11. Development to conform to any and all Federal, Provincial and/or Municipal regulations and/or guidelines that may apply.
12. All signage to be made under separate development permit application.

All Contractors and Sub-Contractors to be in possession of a valid Town of Drumheller business license.

Seconded by D. Simon. Cd.



3.7 T00078D – Keith Wilson – Shop – “M-2”

C. Woods presented Development Permit T00078D submitted Keith Wilson for the construction of a new 70x110 ft heated shop to be located at 80 Alberta Pool Road; Plan 0411059; Blk 12; Lots 1; Drumheller. The zoning is Medium Industrial District

C. Woods reported that development permit T00078D for the construction of a heated 70 x110ft shop that will be used as a storage facility for agricultural equipment and meets all the required setbacks.

Motion: A. Berdahl that Development Permit T00078D submitted Keith Wilson for the construction of a new 70x110 ft heated shop to be located at 80 Alberta Pool Road; Plan 0411059; Blk 12; Lots 1; Drumheller be approved with the following conditions:

1. Must conform to Landuse Bylaw 10-08.
 2. Placement of construction as per plot plan submitted.
 3. Construction to be in accordance with the Alberta Building and Fire Code.
 4. Development to conform and meet the requirements of the local Fire Authority.
 5. External finished appearance of the proposed construction to be compatible with that of existing development.
 6. All necessary permits (building, electrical, gas, etc) to be in place prior to construction/installations.
 7. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services.
 8. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
 9. Landscaping to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Officer/Municipal Planning Commission.
 10. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. Separate containment should be provided for the disposal and recycling of cardboard materials.
 11. Development to conform to any and all Federal, Provincial and/or Municipal legislations or guidelines that may apply.
 12. Contractor(s) to have a valid Business License with the Town of Drumheller.
- S. Shoff Seconded. Cd.

3.8 T00079D – Huntington Community Group – 8' Fence – “R-4”

C. Woods presented Development Permit T00079D submitted by Huntington Community Group for an 8' chain link fence to surround a Basket Ball Court to be located at 7 Hunts Drive; Plan 5324JK; Blk 3; Lot 11; Drumheller. The zoning is Highway Commercial.

C. woods reported that the Huntington Community Group wants to install a 8' chain link fence around the basketball court. C. Woods spoke with Keith Russell Operations Manager and he requested that if approved he would like it installed 3ft from the concrete pad enclosing the perimeter of the area but leaving two, six feet openings on the east and west side of the court which would allow for easy access of equipment.

Motion: S. Shoff that Development Permit T00079D for the placement of an 8' chin link fence to be located at 7 hunts Drive be approved with the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. **Placement of fence to be 3' from concrete pad on all sides and have two 6' openings.**
3. Construction to be in accordance with the Alberta Building Code.



DRUMHELLER

COMMUNITY SERVICES

Agenda Item # 5.2.1



4. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
5. Development to conform to any and all Federal, Provincial and/or Municipal legislations or guidelines that may apply.
6. Contractor(s) to have a valid Business License with the Town of Drumheller
Seconded by I. Doucette. Cd.

4.0 PALLISER REGIONAL MUNICIPAL SERVICES

5.0 OTHER DISCUSSION ITEMS

6.0 Meeting adjourned at 12:55

Chairperson

Development Officer



Municipal Planning Commission
MINUTES
Meeting of Thursday, August 18, 2011

Present: Robert Greene, Chairperson
Jeanette Neilson, Member
Dennis Simon, Member
Sharel Shoff, Councillor/Member
Cindy Woods, Development Officer
Janice Armstrong, Recording Secretary

Absent: Andrew Berdahl, Councillor/Member
Shawn Francis, Member
Paul Salvatore, Director of Community Services

1.0 CALL TO ORDER – 12:15 p.m.

2.0 MINUTES FROM PREVIOUS MEETINGS

2.1 July 21, 2011

Motion: D. Simon moved to approve the minutes of July 21, 2011 as presented.

Second: J. Neilson - Carried

3.0 DEVELOPMENT PERMITS

3.1 Crystal Gaynor – Home Occupation (New & Used Store) – “UT” Cancelled

3.2 T00067D Kneehill Soil Services LTD – Shop – “M-2” Medium Industrial District

C. Woods presented Development Permit T00067D submitted by Kneehill Soil Services to remove an old garage and replace with a new garage, to be located at 700 South Railway Ave West; Plan 951-2732; Blk 10; Lot 1; Drumheller. The zoning is M-2 Medium Industrial District.

C. Woods explained that the proposed development will meet all set backs required for the district.

Motion: S. Shoff that Development Permit T00067D submitted by Kneehill Soil Services to remove an old storage building and replace with a new accessory building to be located at 700 South Railway Ave West, Drumheller be approved with the following conditions:

1. Must conform to Landuse Bylaw 10-08.
2. Placement of construction as per plot plan submitted.
3. Construction to be in accordance with the Alberta Building and Fire Code.
4. Development to conform and meet the requirements of the local Fire Authority.
5. External finished appearance of the proposed construction to be compatible with that of existing development.
6. All necessary permits (building, electrical, gas, etc) to be in place prior to construction/installations.
7. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services.



8. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
9. Landscaping to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Officer/Municipal Planning Commission.
10. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares. Separate containment should be provided for the disposal and recycling of cardboard materials.
11. Development to conform to any and all Federal, Provincial and/or Municipal legislations or guidelines that may apply. Contractor(s) to have a valid Business License with the Town of Drumheller.

Second: D. Simon– Carried

3.3 T00068D – Lloyd Huber – Residential Deck – “R-1” Residentail District

C. Woods presented Development Permit T00068D submitted by Lloyd Huber for the construction of an attached front deck to be located at 810 Huntington Park; Plan 8010446; Blk 1; Lot 8; Drumheller. The Zoning is “R-1” Residentail District.

C. Woods reported that development permit T00068D requires a 14ft relaxation to the front set backs.

The Municipal Planning Commission members discussed the application.

Motion: S. Shoff that Development Permit T00068D submitted by Lloyd Huber for the construction of an attached deck to be located at 810 Huntington Park, be approved as presented subject to the following conditions:

1. Must conform to Land Use Bylaw 10-08.
2. Placement of construction as per plot plan submitted.
3. Relaxation granted for front yard setback to 14’ as per plans submitted.
4. Construction to be in accordance with the Alberta Building Code.
5. External finished appearance of the proposed construction to be compatible with that of existing development.
6. All necessary permits (building, electrical, gas, etc) to be in place prior to construction/installations.
7. All local improvements at owner’s expense including, however not limited to, driveways, frontage charges, water/sewer services.
8. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
9. Development to conform to any and all Federal, Provincial and/or Municipal legislations or guidelines that may apply. Contractor(s) to have a valid Business License with the Town of Drumheller.

Second: D. Simon – Carried

3.4 T00069D – Drum Equipment Sales Roof over wash pad. – “HWY-C” Highway Commercial

C. Woods presented development permit T00069D submitted by Drum Equipment Sales for the construction of a 30’ x40’ roof to cover the wash pad, to be located at 1202 Highway 9 South, Legal Description Plan 7075HE; Blk 2; Drumheller. The zoning is HWY-C

C. Woods advised that the development meets are the set back requirements however; there are some concerns in regards to the fact that there is no containment for the brown water which runs onto 12th street and into the sanitary sewer system.



Discussion held and it was agreed that with the new construction of the roof and new concrete pad it would be a good time to incorporate a sump to collect the contaminated water.

Motion: J. that Development Permit T00069D submitted by Drum Equipment Sales for the construction of a roof to cover the wash pad located at 1202 Highway 9 South, Drumheller be approved with the following conditions:

1. Must conform to Landuse Bylaw 10-08.
2. Placement of construction as per plot plan submitted.
3. Construction to be in accordance with the Alberta Building Code.
4. Applicant to ensure grease, oil and sand interceptor is installed for wash bay as per the Town of Drumheller Water/Sewer Bylaw 12-08 Sec 6, 2(c).
5. External finished appearance of the proposed construction to be compatible with that of existing development.
6. All necessary permits (building, electrical, gas, etc) to be in place prior to construction/installations.
7. All local improvements at owner's expense including, however not limited to, driveways, frontage charges, water/sewer services.
8. If the holder of the permit wishes to make any changes in the proposed development from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
9. Landscaping Plan to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Officer/Municipal Planning Commission.
10. Development to conform to any and all Federal, Provincial and/or Municipal legislations or guidelines that may apply. Contractor(s) to have a valid Business License with the Town of Drumheller.

Seconded by S. Shoff

4 PALLISER REGIONAL MUNICIPAL SERVICES

5 OTHER DISCUSSION ITEMS

6.0 Adjournment – I. Doucette motion to adjourn at 12:45 pm.

Chairperson

Development Officer



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 9.1



QUARTERLY REPORT

Name:	R.M. Romanetz, P. Eng.	Month:	July to September 2011
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Last Quarter's Accomplishments:

- **Mayor and Council:**

- On July 18th, a Public Hearing was held to consider Bylaw 12.11 being a bylaw to amend the Land Use Bylaw 10.08 regarding signs. The bylaw received second and third readings.
- Council heard a presentation from Pamela Reilander, Resource Development Manager, STARS Foundation on July 18, 2011.
- On July 18th, Council awarded the 2011-2013 audit services to BDO Canada Ltd. and appointed BDO as the Town's auditors for 2011-2013.
- On July 18th, Council approved the Capital Financing Strategy.
- Council heard a report on the completion of the DDSWMA upgrades which funds were provided through CAMRIF in the amount of \$5.2M, combined with the Associations' cost sharing portion, the total available funds for the project were \$7.8M. The total project cost was \$7,835,539.
- On July 25th, Administration provided an update on the Human Society Partnership including the grant application and proposed responsible pet ownership bylaw.
- On August 15th, Council denied the request from Pioneer Trail Centre to have the Town pay for a smaller meter including installation costs.
- Council awarded the extension of the SIP contract to Rubydale Asphalt for construction of the BCF parking lot in the amount of \$872,402 on August 15th.
- On August 22nd, Administration presented the draft local improvement plan for East Coulee and Lehigh water connections. Council agreed that the costs should be calculated on a per connection basis. Council recommended that an information package go out to the residents prior to a public meeting being held.
- Councillor J. Garbutt requested that Council consider cancellation of taxes for Sandstone Manor. Administration to research the matter.
- On August 22nd, discussion was held on patio sets on sidewalks in the downtown core. Council asked Administration to research options and Brad Wiebe to summarize findings and report back to Council.
- Administration provided a preliminary review of the BCF rate structure on September 6, 2011.
- On September 12th, Jean Madill was in attendance to answer Council's question regarding post secondary education in Drumheller offered through Campus Alberta Central. Council agreed to the Memorandum of Agreement between Campus Alberta Central and the Town of Drumheller.
- On September 12th, Council approved the roadway fronting the Badlands Community Facility as Veterans Way and the civic address of the facility to be 80 Veterans Way.
- On September 12th, Council awarded the following tenders: Fort Garry Fire Truck in the amount of \$331,418.85; BCF fibre optics - total project costs of \$257,250 which include engineering and surface works allowances and the award of the tender bid to Ace Construction in the amount of \$199,253.96; Luxton and Associates as the consultant for the Heritage Inventory Project for \$49,980.00.

Office of the Chief Administrative Officer

Telephone: (403) 823-1339

	Created by Handy	Page 1 of 4
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Agenda Item # 9.1

- On September 12th, Councillor S. Shoff put a motion on the table that deals with raising the profile of potential available revenues realized from increased royalties from the Alberta Oil Sands in the next 6 years. The motion was tabled for a period of 90 days.
- Cameron Kopansky, Cenovus Energy Inc. provided an overview of their activities on September 19th.
- On September 26th, Council agreed to renew the Curling Club Lease for a further five year term expiring January 31, 2016.
- On September 26th, Council awarded the following tenders for the Badlands Community Facility: Network equipment to Reality Bytes of Drumheller in the amount of \$113,854; Furniture from RGO Office Products for the value of \$314,701.80 with an additional contingency of \$40,000 for powder coating of existing bookshelves for the Drumheller Municipal Library and additional furniture as required; Fitness equipment from Apple Fitness (Calgary) in the amount of \$361,574.37; and Recreation Management Software as proposed by Active Network in the amount of \$22,488.00.

2011 Strategic Business Plan as set in March, 2011 - Corporate Priorities:

IMPLEMENTATION OF MUNICIPAL SUSTAINABILITY PLAN

In order to organize this work into manageable steps, an Implementation Plan was developed. Letters were sent to various groups requesting that specific tasks, timing (short or long term) and persons with lead responsibility for monitoring progress through the year be identified. They were given mid-October timeframe to complete. Once the information has been compiled into the Implementation Plan, it will be presented to Council.

TOURISM MASTER PLAN

The Drumheller Valley Buying Group is finalizing the contract for the hiring of the Destination Marketing Manager. Public meetings will be held in the new year with all stakeholders to provide input. The Drumheller Valley Buying Group will make the final recommendations with a report to Council.

FOCUS ON AESTHETICS' ENFORCEMENT

Community Enforcement Work Plan presented to Council at their Committee Meeting of April 4th, 2011.

CAPITAL FINANCING STRATEGY

Administration approved the Capital Financing Strategy on July 18th.

DRUMHELLER FEASIBILITY TRANSIT STUDY

Council needs to review the Transit Feasibility Study and set direction.

BADLANDS COMMUNITY FACILITY PROJECT MANAGEMENT

- The following tenders have been awarded: Fibre optics - which includes engineering and surface works allowances; Network equipment; Furniture with powder coating of existing bookshelves for the Drumheller Municipal Library and additional furniture as required; Fitness equipment; and Recreation Management Software.
- On October 3rd, David Edmunds from GEC provided an updated project costs for the facility;
- Project Team Minutes and BCF SC Minutes for the quarter have been circulated to Council for information.
- The access road and parking lot pavement along with the concrete work is near completion. The Cenotaph will be relocated prior to November 11th.
- Land Sale Agreement – Clinic and Riverside Professional Building.
- Press Release issued on October 17th advising of the new completion date of December 30th.

EAST COULEE WATERLINE

Letters forwarded to the residents on October 21st. A public meeting will be held November 9th.

LANDFILL OPERATIONS

- The Rural Regional Recycling program education brochures distributed. Presentations to be carried out at all schools.
- The DDSWMA was successful in obtaining an amended approval to operate from Alberta Environment. The amendment relaxes the requirement for sampling of certain perimeters and the landfill is currently undergoing a water quality assessment which will be reviewed with Alberta Environment. This will lead into the 2013 renewal.
- Recycling containers placed at Rosedale and East Coulee
- Partnered with Drumheller Housing Administration for the placement of another recycling trailer to be shared between the Sandstone Manor / Greentree Housing.
- CAMRIF is now finalized with the final claim being approved with all funds being received and we will be conducting a full reconciliation for budget purposes.

Seminars / Meetings Attended:

Bohemia Group – July 4, July 12, Aug. 24
BCF Project Team – July 4, July 20, Aug. 8 Aug. 24, Sept. 1, Sept. 21
East Coulee Water Line – July 8, July 11, Aug. 8, Sept. 21
Landfill – July 13
BCF Fitness Equipment – July 13, Aug. 26
Drumheller Affordable Housing – July 13, Sept. 2, Sept. 9, Sept. 26
RDRMUG (Dixon Dam) – July 14, Sept. 15
BCF Steering Committee – July 14, Aug. 8, Aug. 24, Sept. 14
Grand Opening – Landfill / WWTP – July 15
Eng Services for System Upgrades and Optimization at WTP and WWTP – July 12, Aug. 4
Business Manager Interviews – July 15, July 19
BCF Walk Thru Tour – July 19
BCF Recreation Software – July 19, Sept. 18
Humane Society – July 21
Green Team – July 21
Former St. Anthony School Property – Aug. 3
BCF Kiosk – Aug. 5
Drumheller WWTP – Aug. 8
Regional Water – Aug. 8
Brownfields Redevelopment Working Group – Aug. 11, Sept. 13
Mtg with Corcan – Aug. 16
Annual Safety Meeting – Aug. 17
Relocation of Town Hall – Aug. 17, Sept. 7
BCF Play Area Equipment – Aug. 18
Solid Waste Meeting – Aug. 18
BCF Site Works – Aug. 23
Lease for Recycling Trailer – Aug. 23
Mtg with Tony Audio – Aug. 24
BCF Fibre Optics – Aug. 25, Sept. 26
MSP Implementation – Aug. 26
PRMS (Brad Wiebe) – Aug. 30
Mtg with Fire Chief re: Fire Truck – Aug. 31
East Balzac WTP Tour – Aug. 30
BioWaste – Aug. 25 (presentation in Strathmore), Sept. 22
MPE / MSI / GEC – Sept. 1
BCF Signage Proposal – Sept. 1
BCF Change Orders – Sept. 8
Engineering Proposals – Sept. 20
Safety Audit – Sept. 15, Sept. 22

Agenda Item # 9.1

Personnel Matters (various dates)
Legal Matters (various dates)
Land Matters (various dates)
Citizens Advisory Committee (Institution) - monthly
BCF Construction Meetings - every second Wed.
Other Construction Projects Meetings (as required)

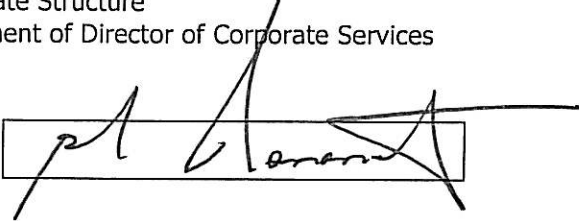
Upcoming Seminars / Meetings

East Coulee / Lehigh Water Connection Public Information Meeting – Nov. 9
CEO/CAO Leadership at the Apex Program – Dec. 6 & 7
Council / Administration Strategic Business Plan Workshop with Gord McIntosh – Dec. 12 & 13

Outstanding Issues for the Next Quarter:

East Coulee / Lehigh Water Connection
Water Plant Upgrades
Upgrades to Wastewater East Coulee
BCF - Kiosk
BCF – Play Area Tender
BCF – Rate Structure
Recruitment of Director of Corporate Services

CAO:

A handwritten signature in black ink, appearing to be "M. A. ...", is written over a rectangular box. The signature is stylized and extends beyond the right side of the box.



DRUMHELLER

INFRASTRUCTURE SERVICES

Agenda Item # 9.2



2011 Infrastructure Quarterly Report

Name :	Allan Kendrick	Month:	
	Director of Infrastructure Services	July 1 st – Sept 30 th	3 rd Quarter

Last Quarter's Accomplishments:

Human Resources:

- Plant Operator I hired
- Summer students returned to school
- Chief Plant Operator on sick leave
- Plant Operator in training resigned
- Facility Attendant in Training hired

Facilities:

- Installed counter tops at Arena
- Facility painting – various locations
- Vandalism – repairs and painting
- Arena board repairs
- Arena glass repairs
- Seasonal ice install
- Sandstone Manor - ongoing facility concerns
- Annual roof inspections – all facilities
- Pool Turnaround
- Hands free installation in Town Vehicles
- Elevator inspections
- Outdoor pool, splash park, and fountain shutdown/winterize
- Arena score clock covers
- Arena brine header inspection
- HVAC maintenance – all facilities
- Aquaplex – installed two new boilers
- Facility inspections
- Fire drills
- Pool fans installation
- Roofing inspections
- Overhead door inspections
- Dehumidifier removal/installation (Arena/Aquaplex)
- Aquaplex backwash issues
- Arena – set point sensor, alarm install

Water:

- Installed new box and rod at various locations
- Installed new water services at 147 2nd street and 380 4th Street
- Hydrovaced for contract – cast iron line replacement
- Repaired water breaks
- Sample testing and collection
- Operation of the centrifuge, doing testing on the HSF polymers
- Water meter installs
- Utility locates
- Flushing water mains in the Newcastle, Bankview and Hygrade areas
- Request for Engineering proposals for system upgrades at the WTP
- Weekly meetings with plant staff
- Greenwood Villa trailer court water breaks, investigating source and eliminating the Town of Drumheller as the problem, assisted in setting up temporary servicing
- Hydrant replacement
- Repaved and replaced water service at 161 4th Street SE
- Monthly meter reads
- Daily checks on Kirkpatrick and Munson Stations
- Collection of bacti samples from temporary servicing as part of the cast iron line replacement
- Cast Iron waterline replacement – ongoing
- Scheduled Atco power shutdown has given rise to a number of issues at WTP
- Exposed water repairs in asphalt for cutting and paving
- Ongoing TWACS errors
- Hydrant flushing

Wastewater:

- Installed a new pump at East Coulee – continues to need to be pulled and unplugged
- Installed insulated sewer line at 811 3rd Ave W
- Monthly sewer flushing of problem areas
- Installed new sewer services at 147 2nd Street and 380 4th Street W
- Cleaned up drying beds
- Sample testing and collection
- Utility locates
- Ongoing issues with deficiencies – meeting with Stantec and Graham Construction
- Weekly meetings with plant staff
- Routine lift station rounds
- Cleaned East Coulee lift station
- Repaired the suction pipe for Digester #2
- Pumped out air reliefs and secured/insulated lids
- Spent two days working for SWM
- Scheduled Atco shutdown has given rise to a number of issues at WWTP
- Annual sewer flushing by contract
- Exposed sewer repairs in asphalt for cutting and paving
- Installed new storm line at Sandstone Manor c/w two manhole barrels

Operations:

- Graves and cremains
- Hydrovacing at Arena/Curling ring parking lots for buried conduit for Community Facility
- Grass control
- Weed control
- Tamping all trenches for parking lot lighting at Community Facility
- Ongoing cemetery maintenance and mowing
- Trail maintenance with inmate workers
- Irrigation maintenance and water blowouts
- Cleaning out boat launch, grooming Newcastle Beach
- Daily garbage pickup and washroom cleaning
- Tree pruning and removal – various locations
- NAV Canada runway compliance information
- Ball diamond maintenance
- Follow-up on remedial memo's from Risk Management
- Columbarium ordered
- Misc concrete patches and sidewalks done in-house
- Mosquito control
- Yearly transformer change outs at airport (10 per year)
- Decorative light repair
- Change out flags
- Annual tree planting
- Installation of new mixed fuel tank re: compliance issues
- Expansion of trail system for paving program
- Petro Canada Park – working with Chris Marion on Heritage Garden
- Removal of chain link fencing for Community Facility
- Removal of unwanted perimeter trees at Community Facility

Roads

- SIP Schedule A & B, trail paving, cemetery paving, concrete
- Street sweeping – ongoing
- Hill grading weekly, alley grading, and gravelling as required
- Replank Midland walking trail bridge
- Bridge repairs, routine maintenance on Hwy 10X bridges 9 thru 11
- Misc ditching – various locations
- Repair Cambria road damage
- Did landscaping for all misc concrete repairs in SIP schedule B
- Dust Control – various locations

Equipment:

- Routine maintenance on equipment by operators including : cleaning and greasing
- Maintenance on mowers, string line trimmers and chainsaws
- Tri-annuals on gensets
- CVIPs for heavy trucks, VBS, and Fire Dept
- Replacement purchase – ¾ ton truck

Agenda Item # 9.2

- Zamboni ice resurfacer annual preparation
- Annual preparation of plows and sanders
- Regular servicing and repairs on the Town's 200+ pieces of equipment

Land / Developments / Agreements / Projects:

- Community Facility
- Sandstone Manor – ongoing issues

Budget Performance:

- As of Sept 29th, 2011 – 69.18%

Special Events:

- Opening ceremonies for the WWTP Upgrade
- Annual Safety Audit
- Sports Expo
- Canada Day
- Dinosaur Valley Half Marathon
- Schools annual Terry Fox run
- Uptown fall fair setup
- Motorcycle Madness
- Baseball Tournaments

Director: _____
(Signature)

CAO: _____
(Signature)

Contributions from:

Brian Bolduc
Fred Sharrun
Dave Kakuk
Keith Russell



DRUMHELLER

CORPORATE SERVICES



Quarterly Report - July to September 2011

I came back to work on July 4th and Mike Roy's last day of employment was August 3, 2011.

Budget

The budget was prepared for staff input, and a lot of it has been entered and analysed, with the budget being my next focus.

East Coulee Water Line

The data has been accumulated from the tax roll and Council saw the presentation in last week's Committee Meeting. The information for the public meeting was mailed out Monday, October 24th..

Staffing

Job descriptions have been re-aligned and two new staff have been hired, Samantha Thomson in Utilities/Cemetery, and Janice Armstrong has been transferred to the Reception/Cashier/Business License position. We are still short the Payroll/Human Resources position while that employee, Rachel Dundas is currently on maternity leave.

Assessment Appeals

There was one Assessment Appeal this year, but it was withdrawn, so there will not be an Assessment Review Board meeting this fall.

Outstanding Issues

The wireless telephones are still causing us grief and are being researched as to why they were working, but only for a few days.

Respectfully submitted,

Bill Wulff

Town of Drumheller
Town Hall
703 2 Avenue West
Drumheller, AB T0J 0Y3



Agenda Item # 9.3

**Town of Drumheller
Financial Report
For The Month Ending September 2011 (un-audited) (75% through the year)**

21-Oct-11

	Revenue			Expenditures			Net of Revenue and Expenses		
	Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%
General Operating Revenues									
0001 General Revenues	6,701,347	8,527,985	78.58	-	-		(6,701,347)	(8,527,985)	NA
	6,701,347	8,527,985	78.58	-	-		(6,701,347)	(8,527,985)	
General Government									
1101 Legislature	-	1,000	-	142,085	202,471	70.18	142,085	201,471	70.52
1201 Administration	10,566	315,950	3.34	752,954	1,075,851	69.99	742,388	759,901	97.70
1202 Town hall	4,500	10,000	45.00	78,206	100,827	77.56	73,706	90,827	81.15
1203 Computer Services	9,900	33,200	29.82	144,612	226,174	63.94	134,712	192,974	69.81
	24,966	360,150	6.93	1,117,857	1,605,323	69.63	1,092,891	1,245,173	
Protective Services									
2101 Policing	420,578	521,456	80.65	1,007,353	1,494,668	67.40	586,775	973,212	60.29
2301 Fire Department	26,269	48,700	53.94	222,243	372,149	59.72	195,974	323,449	60.59
2401 Disaster Services/Risk Mngmnt	12,525	-	NA	25,039	37,658	66.49	12,514	37,658	33.23
2501 Ambulance Services	-	-	NA	(73)	-	NA	(73)	-	NA
2601 Safety Codes - Drumheller	59,605	139,800	42.64	43,706	178,120	24.54	(15,899)	38,320	(41.49)
2602 Safety Codes - Palliser	(1,700)	58,350	(2.91)	40,698	48,661	83.64	42,398	(9,689)	(437.59)
2603 Development Permits	15,950	18,000	88.61	47,854	76,423	62.62	31,904	58,423	54.61
2610 Animal and Pest Control	25,224	17,293	145.86	26,359	42,012	62.74	1,135	24,719	4.59
2611 Weeds	18,557	6,000	309.28	29,554	50,404	58.63	10,997	44,404	24.77
2612 Mosquito	-	-	NA	55,140	62,058	88.85	55,140	62,058	88.85
	577,008	809,599	71.27	1,497,873	2,362,153	63.41	920,865	1,552,554	
Transportation Services									
3101 Administration	2,025	16,353	12.38	272,923	386,588	70.78	270,898	369,235	73.37
3102 Workshop and Yards	19,122	34,600	55.27	160,517	220,900	72.67	141,395	186,300	75.90
3103 Parking Lots	-	-	NA	27	-	NA	27	-	NA
3202 Roads and Streets	-	193,000	-	880,666	1,639,091	53.73	880,666	1,446,091	60.90
3203 Street Lighting	-	17,000	-	218,703	228,748	95.61	218,703	211,748	103.28
3204 Traffic Services	-	-	NA	33,456	56,390	59.33	33,456	56,390	59.33
3211 Secondary/Primary Hiways	(32,791)	-	NA	-	-	NA	32,791	-	NA
3301 Airport	29,460	74,000	39.81	64,522	165,561	38.97	35,062	91,561	38.29
	17,816	334,953	5.32	1,630,814	2,666,278	60.48	1,612,998	2,361,325	

Agenda Item # 9.3

Town of Drumheller Financial Report For The Month Ending September 2011 (un-audited) (75% through the year)

21-Oct-11

	Revenue			Expenditures			Net of Revenue and Expenses		
	Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%
Water Works									
4101 Water Revenue	2,029,120	2,770,801	73.23	1,773,393	2,322,684	76.35	(2,029,120)	(2,770,801)	73.23
4101 Administration	-	-	NA	58,579	70,500	83.09	1,773,393	2,322,684	76.35
4102 River Intake & Pump Station	-	-	NA	10,719	13,428	79.83	58,579	70,500	83.09
4103 Low Lift Pump Station	-	-	NA	12,463	68,518	18.19	10,719	13,428	79.83
4104 Raw Water Reservoir	-	-	NA	708,581	974,454	72.72	12,463	68,518	18.19
4105 Purification & Treatment	-	7,000	-	330,672	565,890	58.43	708,581	974,454	72.72
4106 Transmission	-	-	NA	-	-	NA	330,672	565,890	59.17
4107 Distribution	-	-	NA	-	-	NA	-	-	NA
	2,029,120	2,777,801	73.05	2,894,407	4,015,474	72.08	865,287	1,237,673	69.60
Environmental Health - Sewer									
4201 Sewage Admin - Drumheller	1,349,798	1,613,191	83.67	1,024,448	1,209,469	84.70	(325,350)	(403,722)	80.59
4202 Sewage Admin - Rosedale	-	-	NA	-	-	NA	-	-	NA
4203 Sewage Admin - East Coulee	33,901	32,220	105.22	12,345	16,616	74.30	(21,556)	(15,604)	138.14
4211 Sewage Collection - Drumheller	-	59,500	-	248,855	495,243	50.25	248,855	435,743	57.11
4212 Sewage Collection - Rosedale	-	-	NA	-	-	NA	-	-	NA
4213 Sewage Collection - East Coulee	-	-	NA	25,949	12,224	212.28	25,949	12,224	212.28
4221 Sewage Treatment - Drumheller	-	-	NA	376,338	699,672	53.79	376,338	699,672	53.79
4222 Sewage Treatment - Rosedale	-	-	NA	-	-	NA	-	-	NA
4223 Sewage Treatment - East Coulee	-	5,000	-	42,041	65,405	64.28	42,041	60,405	69.60
	1,383,699	1,709,911	80.92	1,729,976	2,498,629	69.24	346,277	788,718	43.96
Environmental Health - Other									
4301 Garbage	65,731	85,800	76.61	272,414	380,557	71.58	206,683	294,757	70.12
	65,731	85,800	76.61	272,414	380,557	71.58	206,683	294,757	70.12
Public Health and Welfare									
5101 FCSS Administration	146,282	191,218	76.50	76,795	113,551	67.63	(99,487)	(77,667)	89.47
5102 Handyman Services	5,335	8,500	62.76	22,477	50,215	44.76	17,142	41,715	41.09
5103 Seniors	200	-	NA	29,755	48,956	60.78	29,555	48,956	60.37
5105 Volunteer Program	-	-	NA	16,265	27,546	59.05	16,265	27,546	59.05
5106 After School Care	6,639	16,444	40.37	40,417	84,954	47.58	33,778	68,510	49.30
5121 Indirect Programs	-	-	NA	19,715	27,000	73.02	19,715	27,000	73.02
5151 Employment Services	-	-	NA	-	-	NA	-	-	NA
5301 Health Services	245,251	151,094	162.32	245,623	151,094	162.56	372	-	NA
5302 Non-FCSS Programs	68,045	-	NA	55,149	19,914	276.94	(12,896)	19,914	(64.76)
5601 Cemetery	21,043	79,782	26.38	30,531	98,879	30.88	9,488	19,097	49.68
	492,795	447,038	110.24	536,727	622,109	86.28	43,932	175,071	25.06

Agenda Item # 9.3

**Town of Drumheller
Financial Report
For The Month Ending September 2011 (un-audited) (75% through the year)**

21-Oct-11

	Revenue			Expenditures			Net of Revenue and Expenses		
	Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%
Environmental Development									
6101 Municipal Planning	25,000	-		92,090	68,727	133.99	67,090	68,727	97.62
6201 Economic Development	18,350	-		83,538	99,465	83.99	65,188	99,465	65.54
6202 Valley Bus Society	4,656	-		45,742	63,654	71.86	41,086	63,654	64.55
6203 Community Lotteries Board	-	-		-	-	NA	-	-	NA
6204 Tourism Bureau	168,750	-		144,637	112,086	129.04	(24,113)	112,086	(21.51)
6601 Subdivision & Developments	22,110	-	NA	20,571	-	NA	(1,539)	-	NA
6602 Land Rentals	2,840	6,370	44.58	-	-	NA	(2,840)	(6,370)	44.58
6701 Public Housing Operations	16,759	22,346	75.00	69,347	125,817	55.12	52,588	103,471	50.82
6902 Community Centre	-	-		95	-	NA	95	-	NA
6903 Daycare	-	-		-	-	NA	-	-	NA
6904 Old City Cells	-	-		3,342	3,800	87.95	3,342	3,800	87.95
6905 Police Building	35,430	112,250	31.56	81,655	143,966	56.72	46,225	31,716	145.75
	293,895	140,966	208.49	541,017	617,515	87.61	247,122	476,549	

Recreation and Culture

7201 Administration	-	-	NA	305,334	573,511	53.24	305,334	573,511	53.24
7202 Aquaplex	126,591	251,000	50.43	608,834	726,271	83.83	482,243	475,271	101.47
7203 Arena	71,181	175,554	40.55	400,011	558,898	71.57	328,830	383,344	85.78
7204 Parks and Playgrounds	7,991	23,917	33.41	376,151	719,011	52.32	368,160	695,094	52.97
7205 Seasonal Recreation Programs	20,280	17,891	113.35	26,027	29,481	88.28	5,747	11,590	49.59
7206 Curling Club	-	-	NA	-	3,000	-	-	3,000	-
7401 Civic Centre	1,556	8,442	18.43	62,582	117,966	53.05	61,026	109,524	55.72
7402 Library	-	-		122,635	169,251	72.46	122,635	169,251	72.46
7403 Community Halls	-	-		-	-	NA	-	-	NA
7404 Multi-Use Recreation	-	38,667		384,543	691,178	55.64	384,543	652,511	58.93
7411 Community Events	7,000	2,000	350.00	27,733	25,546	108.56	20,733	23,546	88.05
	234,599	517,471	45.34	2,313,850	3,614,113	64.02	2,079,251	3,096,642	

Fiscal Services

9701 Operating Contingencies

Total Operating Accounts

11,820,976	15,711,674	75.24	13,397,851	19,632,236	68.24	1,576,875	3,920,562	
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Amortization Expense
(Surplus) Deficit without Amortization

1,960,278
(383,403)

Summary

General	(581,769)								
Water	246,450								
Sewer	(48,084)								
Total	(383,403)								

Expected Year to Date Percentage									
Total Revenue	11,820,976	15,711,674	75.00%						
Total Expenses	13,397,851	19,632,236							
Net (Surplus) Deficit	1,576,875	3,920,562							



DRUMHELLER

COMMUNITY SERVICES

Agenda Item # 9.4



Name:	Paul Salvatore, Director	Quarter:	2011 2 nd Quarter
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Economic Development and Communication

Tourism

Destination Marketing Organization (DMO)

The Destination Marketing Organization (DMO) is starting to take shape, after several months of discussion. The Coordinator for the DMO will be selected after the completion of the recruitment process. A contract employee will begin working the establishment and adoption of terms of reference and definition of the organization's structure and accountabilities in January 2012. Once the DMO has been officially established – the focus of the activities will change to that of a more "pure marketing" function, expected to assemble local marketing partnership activities including key "Drumheller" focused branding and market positioning.

The Drumheller Valley Buying Group (partnership with RTM, Canalta, Dinosaur Trail Golf, Drumheller Chamber of Commerce, the Town and others) has been nominated as an ALTO Award – finalist – through Travel Alberta for the campaign, "Drumheller, Days and Days of Discovery." (October 24, 2011 in Banff).

Canadian Badlands Limited (CBL) has a new Executive Director. Bob Davis began his term with the organization earlier this month (October).

Communications

Connie Tremblay is the new Chair of the Town of Drumheller's Economic Development Task Force. Recruitment for new members continues to be a priority for the Task Force.

Recruitment

The recruitment process for the selection of a new Economic Development Officer is well underway. The Interview process has commenced. We expect to have the position filled by November, 2011.

Economic Development

Discussions continue with developers, investors – that are interested in new projects in Drumheller. The future opening of the Badlands Community Facility and the construction projects at the Drumheller Institution continue to increase interest in investment from interested parties.

The Town will continue its partnership with MH Enterprises and Alberta Works as part of the organizing committee for the EARN Breakfast. The next session will be on Thursday, November 17th, 2011 at 6:45am at the Drumheller Dinosaur Golf and Country Club. The guest speaker will be Donna Messer, President of ConnectUs Canada. Ms. Messer will discuss the art of networking and how it is the single most effective way to build a business!

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Family and Community Support Services

Cathy Smoliak, Acting FCSS Coordinator

Jocelynn Peevey (Before and Afterschool Care Program)

Amy Jopp (Community Building Initiative)

Agenda Item # 9.4

1. Community Program Updates:

Program	July/August/ September (3rd Quarter)
Seniors Program	<p>-served over 333 clients (including 3 Newly Bereaved, 59 ASB/Special Needs, 23 CPP, OAS and GIS, 2 CPP Disability, 5 Immigration, 12 high need clients, 2 Alberta Health Care, 1 Wills and Power of Attorney, 1 income tax returns, 225 general information and phone calls.)</p> <p>- Encouraging networking and collaborative relationships with Pioneer Trail Senior Centre, Sunshine Lodge, Salvation Army, Valley Bus Society, Canadian Badlands Passion Play, Badlands Garden Society, Drumheller Regional Health Complex, and Primary Care Network. A new partnership was formed with Growing Opportunities and Starland County due to interest in creating future intergenerational programs and activities for youth and seniors. This was further supported with applying for the New Horizons for Seniors grant together.</p> <p>Networking has resulted in building and sustaining relationships and program development. Networking has also resulted in increased program awareness as well as an increased ability to identify gaps in services or programs.</p> <p>-Developed Grace House application for subsidized services available within the Town.</p> <p>-Revised existing Grace House contract for new 3 year term.</p>
Play Time	<p>Runs on Wednesday mornings from 10:00am-11:30am. The facilitator is Yvonne Markotic in Partnership with Parent Link. "Passport to the Parks," an outdoor program located at a different parks in the Drumheller and Rosedale communities operated for the months of July and August. Highlights of the program included sun boards, ice cream making, gigantic scarf pulling, bubble blowing and mural painting. Attendance was lower then regular programming through the year. This smaller group setting creating a more intimate group encouraging parents to inquiry about Triple P tip-sheets for parenting concerns they were having.</p> <p>Programming: Group Triple P is a new program offered this Fall. This program provides parents with a more in-depth look at parenting strategies. Triple P Tip-sheets on specific parenting issues or concerns are available. Parents may also book a four session Triple P Consultation providing them with additional tools and confidence to resolve stressful situations. Triple P Parenting seminars are scheduled for Nov. 17, 2011, "the Power of Positive Parenting," February 16, 2012, Raising Confident Competent Children and May 17, 2012, Raising Resilient Children. Stay and Play resumed in Drumheller, Rosedale and Morrin in early September with the focus being on "cooking and food experiences," for the first eight weeks. Many new</p>

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	<p>families are attending. For the month of September, 55 adults and 82 children attended.</p> <p>Baby Play Program: will be starting in the fall. Each week includes a short presentation, an opportunity for parents to discuss any concerns or issues, concluding with rhymes, songs and the parachute float.</p> <p>Wee Sign will follow the Baby Play Program offered in November 2011.</p> <p>Little Yoga Workshop: is scheduled for Nov. 26th which offers parents and children a supportive, non-competitive and fun environment to learn important stress release and relaxation skills.</p> <p>Parent Education Workshops: will continue the last Wednesday each month after the regular Stay & Play Program. November's topic is resiliency.</p> <p>Challenges: Current programming indicates an increasing number of children attending programs with serious behavioral issues. Individual consultations are now being offered enabling parents to freely express concerns and in turn given support and resources. to help work with specific behaviors.</p>
Before and After School Care Program	<p>The BASC program is running at full capacity in the afternoons. Counts are lower in the mornings.</p> <p>September Theme: "The Magic of Friendship"</p>
Community Building Initiatives	<p>Youth Justice: currently promoting volunteer opportunities that exist within the committee.</p> <p>Badlands Teen Initiative: supervise Drop-In Basketball for youth two Fridays per month from 7:00pm-8:30pm at the DVSS. Well attended.</p> <p>Before and After School Care: assists when current staff is at maximum capacity. Involved in planning and supervising structured play for children.</p> <p>Project Reach: a mental capacity building project for youth funded by Alberta Health and Wellness. This program may have potential for implementation in Drumheller. .</p> <p>Duke of Edinburgh's Award: a partnership with the RCMP detachment, promotes youth involvement for ages 14-25 years.</p> <p>Asset Development: positive ticketing program launched.</p> <p>Foster Parenting Awareness Session: promoting the need of foster homes, kinship and adoption in our community.</p> <p>Aboriginal Residents: working on establishing a support group which will focus directly on the aboriginal culture and heritage.</p> <p>Cultural Diversity: identifying strategies for accepting cultural diversity in Drumheller.</p>
Roots of Empathy	<p>The Roots of Empathy program will start running late October in St. Anthony's school for grade one students and Greentree school for</p>

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	grade five students. We currently have four teachers and four babies.
Family Literacy	<p>Power of Four: a program geared at building literacy and parenting skills. Sessions start September 8th - 20 families enrolled.</p> <p>Circle Rhyme Time: in Drumheller and Munson for preschoolers and parents.</p> <p>Early Child Development Coalition: a 5 year research and community development initiative, funding from Alberta Education.</p>
Family Resource Worker Programs Greentree, St. Anthony's School, Drumheller Outreach & Drumheller Composite High School	<p><u>St. Anthony's School-Amber Channell</u> Total Direct Contact 94: (70 consented) Total Indirect Contact: 62 Major issues: anxiety/stress management, Separation/divorce, peer relationships/bullying, depression, behavior/anger. Presentations: All About Me for ECS, Friendship and Bully Free for grade twos, Meet the Teacher Night providing parent information, P.A.R.T.Y, grade nines. Referrals from FSLW: 2 CFSA, 4 groups, 2 learning support. Referrals to FSLW: 6 students, 12 parents, 5 school. Other activities: Roots of Empathy, Breakfast program, Rainbow Groups, Friends for Life, Asset Development committee, Duke of Edinburgh mentor. <u>GreenTree-Dave Watson</u> Total Direct 241 (includes 4 weeks of work in summer with families requiring parenting assistance and respite). Major issues identified: personal issues identified include peer relations, social skills, self-esteem, anger management and life skills. Family and school issues identified include parenting issues, academic performance, school conflict and inappropriate behavior. Referrals to FWW Program: 1 CFSA, 9 school, 2 parent, 1 self Referrals by FWW Program: 7 CFSA, 11 school, 27 community agency, 1 Calgary hospital, 1 Red Deer hospital Other activities: Roots of Empathy, Asset Development Committee, Duke of Edinburgh mentor, Prevention of Family Violence Committee, Kidsport <u>DVSS</u> -no report submitted</p>
Volunteer Website	www.volunteerdrumheller.com
Healthy Families (submitted information for Apr- Jun 2011)	<p>There are currently 12 families receiving service in Drumheller. Demographics consist of mostly low income single moms and co-parenting families. Present needs and issues consist of post-partum depression and mental health issues, cognitive and physical challenges, social isolation, parenting alone and alcohol and drug use. Outcome evaluations have indicated that families are learning parenting skills and strategies and are developing social connections.</p>

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Summer Fun	A total of 79 different children were registered this summer. Summer Fun staff received many compliments on program content and great work with the children. There were new themes and field trips introduced this past summer creating a flurry of excitement for all children. Recommendations for next year's program include more time to prepare for July 1 st parade float and direct involvement in the parade and new activities.
Parenting After Separation Seminars	Contract with Justice Alberta, April 1, 2011-March 31, 2013 Contracted to hold a 6 hour session every quarter of the year. This is a mandatory course for any couple who is seeking a divorce that has children. Funded by Alberta Justice – Facilitated by the Town of Drumheller.
Sports, Recreation & Arts Expo	The Sports, Recreation & Arts Expo was held on Wednesday, September 7 th from 3pm to 8pm at the Stampede Grounds. Attendance was the highest to date with approximately 1000 people arriving through the afternoon and evening. There were additional costs to hosting this event due to professional event set-up and take-down by a contract agency. As a result -draped booths, skirted tables and poster board were provided. New equipment allowed us to increase the number of community groups participating in the event. 37 Exhibitors were on the main floor area . The Spring Sports, Recreation & Arts Expo has been tentatively scheduled for March 7 th , 2012 at the new Badlands Community Facility.

Badlands Community Facility Report

Guy Latour – Business Manager

Heather Little – Marketing and Events Coordinator

Ongoing planning and preparation for the operations of the Badlands Community Facility.

Major Activities

Research, selection and purchase of:

1. Fitness equipment
2. Furniture
3. Recreation Management Software
4. Additional facility furnishings, including sports equipment, kitchen equipment and supplies

Preliminary development and preparation of:

- ✦ Budget/Finances (fee structure, staffing, budget projections, development of marketing plan)
- ✦ Policy Development (for memberships, rentals, partnerships with caterers and service providers)
- ✦ Program Development (identifying future recreation activities – related to facility users/groups)
- ✦ Conference and Banquet hosting (policy development, logistics and on site delivery definitions)
– has resulted in 3 conference bookings – so far in 2012

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Aquaplex

Ann Wade - Supervisor

July -8664

August – 7393

Sept. – 1817

Lessons: in July & August there were 149 lessons. Levels from Parent & tot to Bronze Medallion.

Shut down occurred in September for 3 weeks. Pool and decks were painted. Pumps sent away for servicing.

Recreation Administration

Judy Quintin-Arvidson

Minor Hockey has adopted a player development (skills) workshop as part of their program. This occurs twice weekly and is optional for players to attend.

Public Skate times have been sponsored by the Drumheller BPOE Elks and the Town of Drumheller. Regular public skate times (as they appear on our master ice allocation schedule) will be in effect in November, 2011.

The Community Activity Guide was redesigned in partnership with Further Education. Changes led to an increase in the quality of the print material (color and paper selection). Advertising within the guide was coordinated by Further Education.

The Heritage Steering Committee is over 50% complete. Donald Luxton and Associates commenced work on the project in September.

Progress on Projects/Programs:

- ◆ The Software purchased was ActiveNet.
- ◆ The Mayor's social is booked into the Golf and Country Club for December 7th. The theme and gift is yet to be determined.
- ◆ The Policing Committee will hold an Open House again in both Delia and Drumheller to inform and educate the public.

Upcoming Events:

Mayor's Social December 7th.

Fire Department

Bill Bachynski, Fire Chief

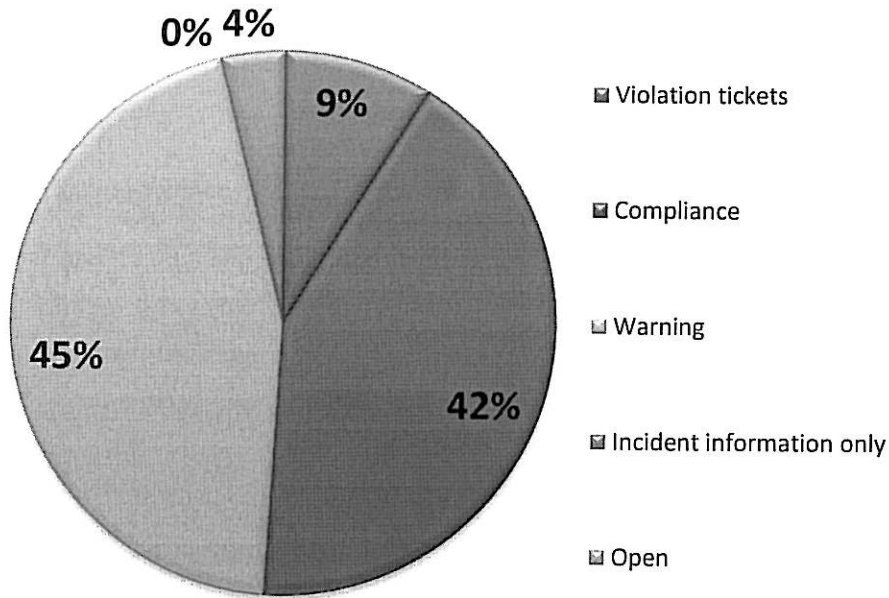
- ◆ The Drumheller Fire Department including Rosedale and East Coulee currently have a total number 43 members. The total emergency calls to date stands at 93. That number is currently on track with the numbers from previous years.

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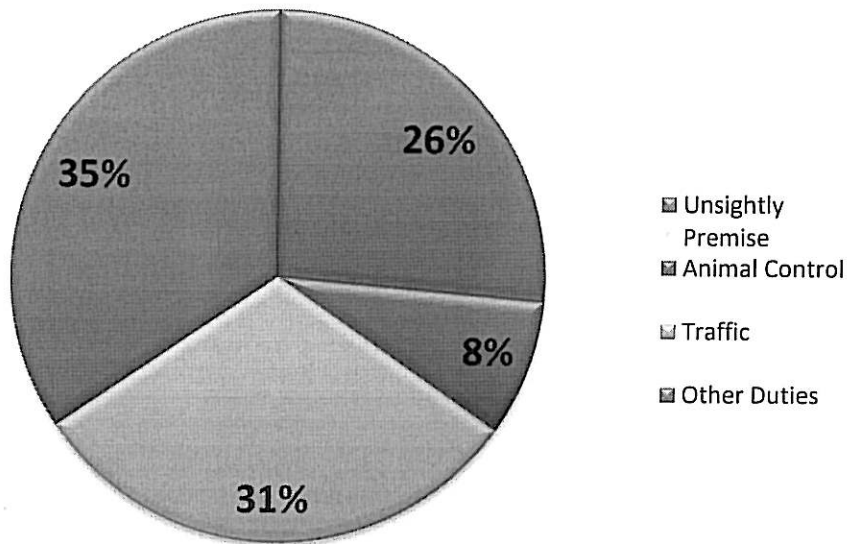
Community Enforcement

Darcy Nundahl, Supervisor

Community Enforcement in this third quarter recorded approximately 420 incidents. Most calls are again consistent in their request for service with respect to municipal bylaw incidents, animal and traffic complaints. Approximately 1-3 calls per day come to the office line (55) , and 4 -7 calls per day come from officer observation (345), online reporting (16) or at office walk- up's.(4)
The following is the incident disposition for this quarter:



Enforcement Core Focus



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Agenda Item # 9.4

Enforcement in Drumheller

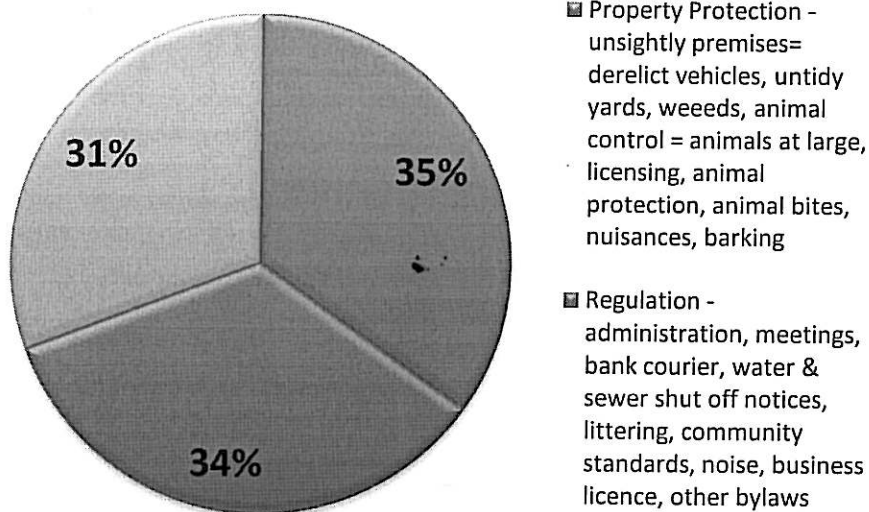
Through this quarter the core focus resulted in many unsightly premises being investigated with an increase on focus of about 6% from the previous quarter. Community Enforcement continues to address issues on a seasonal basis through a proactive approach. Traffic duties include parking issues, commercial vehicle enforcement incidental traffic and abandon vehicles.

Community Enforcement will continue to review municipal legislation and organize discussions with department heads on review and schedule timeline targets.

Community Enforcement has continued to build a stronger relationship with the Drumheller and District Humane Society in an effort for responsible pet ownership in our community. Effective August 29th, 2011 the Town began housing found animals with the Humane Society at there temporary facility. A draft copy of the Responsible Animal Ownership Bylaw has been completed and forwarded to senior administration for review before being presented to council.

Community Enforcement in partnership with other Alberta Law Enforcement agencies in September began informing, educating, and enforcing the new distracted driving legislation of the Traffic Safety Act on an incidental basis. Community Enforcement also attended the 2011 Alberta Police and Peace Officer's Memorial Day in Edmonton at the Alberta Legislature grounds where we marched with our Law Enforcement partners honoring all fallen Police and Peace Officers.

Engagement Protocol: Inform, educate, enforce



In each quarter enforcement activities is delivered as a core focus from the above enforcement engagement protocol. While there is a range of enforcement activities that can be achieved regardless of weather, there is a strong relationship between the seasons and the range of activities that our Community Enforcement Officers will face due to weather.

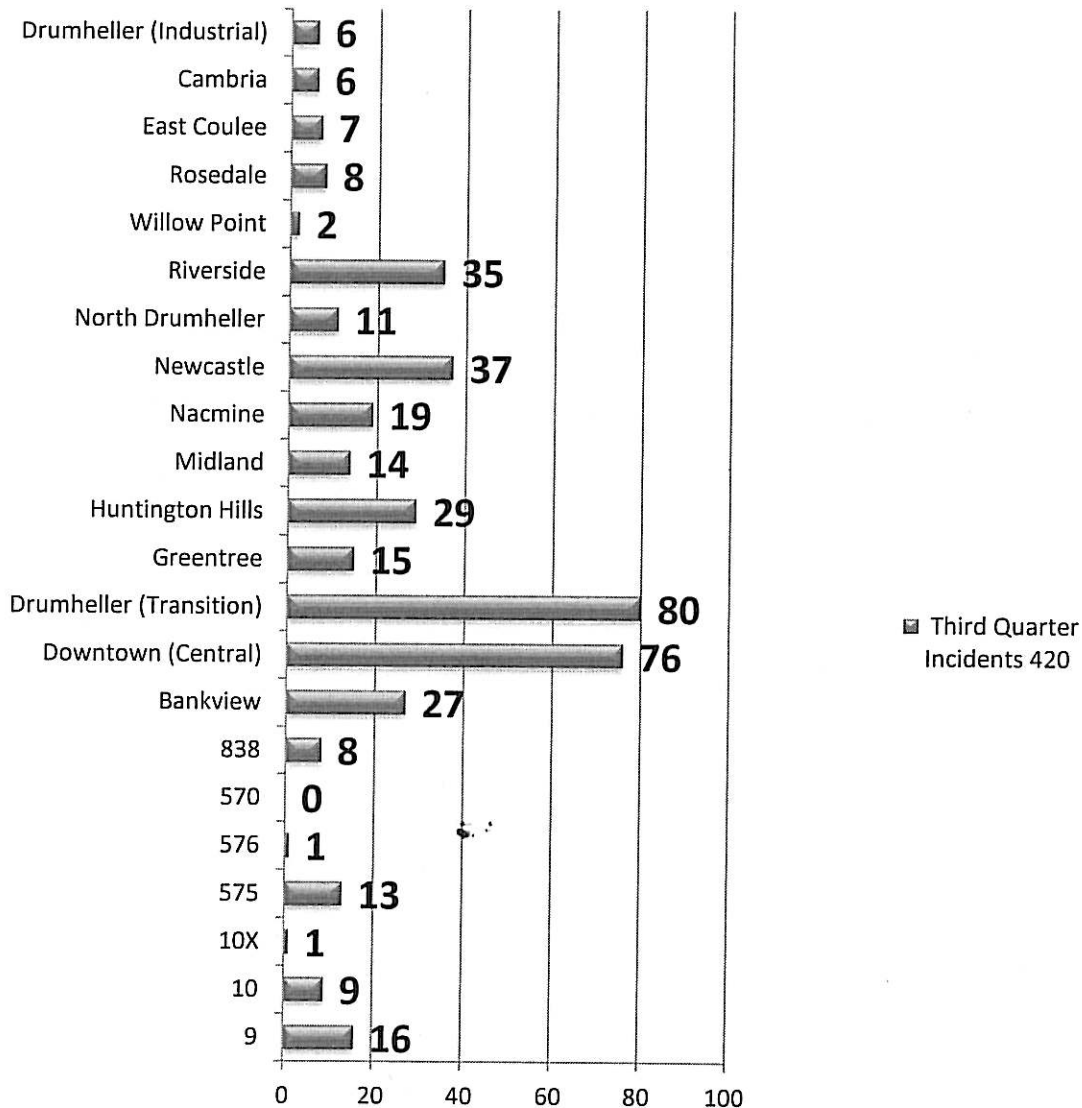
- Winter (November – March) - snow, parking, traffic, educational opportunities.
- Spring (April – May) – weeds, animal control, unsightly premises, parking, traffic, road infrastructure protection.

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Agenda Item # 9.4

- Summer (June – August) – unsightly premises, weeds, animal control, traffic (Step joint education operations, RV parking, parking etc.)
- Fall (September – October) – animal control, unsightly premises, traffic

Location of Enforcement Activities



RCMP Report – provided to Policing Committee.

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Agenda Item # 9.4

Development and Safety Codes
Cindy Woods, Development Officer
Linda Taylors, Safety Codes Clerk

Town of Drumheller

Building Permits

Quarterly Report Ending September 30, 2011

Category	Values	Date									Grand Total
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
COMMERCIAL	Permits	1			3	1		2	3	2	
	Value	\$20,000			\$357,780	\$48,000		\$390,000	\$164,990	\$225,000	\$1,205,000
ARM	Permits		1								
	Value		\$140,000								\$140,000
INDUSTRIAL	Permits					1					
	Value					\$305,000					\$305,000
INSTITUTIONAL	Permits							1			
	Value							\$160,000			\$160,000
RESIDENTIAL	Permits	1	6	4	3	12	17	12	6	6	
	Value	\$2,000	\$57,000	\$197,500	\$132,000	\$315,000	\$1,696,035	\$880,900	\$628,800	\$62,000	\$3,971,000
Total Permits Issued		2	7	4	6	14	17	15	9	8	
Total Construction Value		\$22,000	\$197,000	\$197,500	\$489,780	\$668,000	\$1,696,035	\$1,430,900	\$793,790	\$287,000	\$5,782,000

Town of Drumheller

Building Permits

Quarterly Report Ending September 30, 2010

Category	Values	Date									Grand Total
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
COMMERCIAL	Permits	1		1	4	5		1	1		
	Value	\$235,000		\$10,000	\$198,000	\$650,000		\$7,000	\$25,000		\$1,125,000
INDUSTRIAL	Permits			1							
	Value			\$560,000							\$560,000
INSTITUTIONAL	Permits			1			1	1		1	
	Value			\$20,000			\$15,735,200	\$200,000		\$200,000	\$16,155,000
RESIDENTIAL	Permits	4	3	9	9	8	8	5	16	5	
	Value	\$230,590	\$14,000	\$389,110	\$1,654,000	\$625,060	\$572,372	\$16,400	\$1,354,950	\$220,000	\$5,076,000
Total Permits Issued		5	3	12	13	13	9	7	17	6	
Total Construction Value		\$465,590	\$14,000	\$979,110	\$1,852,000	\$1,275,060	\$16,307,572	\$223,400	\$1,379,950	\$420,000	\$22,916,600

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Agenda Item # 9.4

- * Continue use of Planning Services from Palliser Regional Planning Services
- * Support to Developers for future development projects
- * Preliminary discussions with School Boards regarding planning aspects of projects

General Municipal Administration – Director's Office

Staff Hiring

Business Manager – Community Facility
RCMP Stenographer (completed)
Seniors Coordinator (completed)
Economic Development Officer (screening)
Manager - Destination Marketing Organization (selection panel)

Community Facility

RFP – Fitness Equipment
RFP – Recreation Software
Project Management Committee
Design Committee
Steering Committee

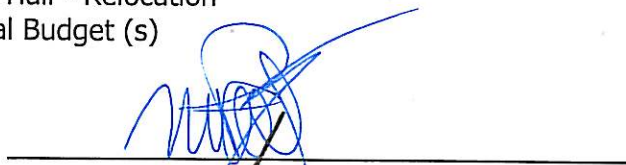
Heritage Steering Committee

Luxton and Associates – over 50% complete to date
Presentation to Council – anticipated in December 2011

Other Activities

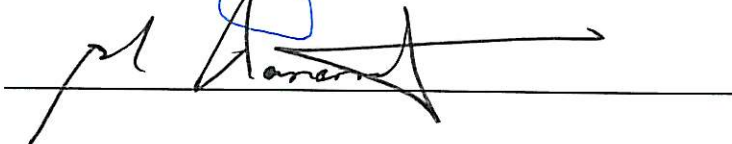
- * Economic Development Task Force
- * Hoodoos - Site Redevelopment – Phase II Development (2012)
- * Risk Management/Safety Committee
- * Municipal Planning Commission
- * Downtown Merchants – Events
- * Policing Committee – Meetings
- * Humane Society Partnership – CFEP Grant Application
- * Responsible Pet Owners Bylaw
- * Newcastle Hall – Transfer of Ownership
- * Town Hall - Relocation
- * Annual Budget (s)

Director:



M. Paul Salvatore

CAO:



Raymond M. Romanetz

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