

# **Town of Drumheller COUNCIL MEETING AGENDA**

January 31, 2010 at 4:30 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**

5.1.1 Regular Council Meeting Minutes of January 17, 2011

### **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**

8.1.1 Building Stats 2010 - Cindy Woods, Development Officer

8.1.2 Bylaw 02.11 Utility Rate Bylaw (2nd and 3rd readings)

8.1.3 RFD - Land Closure and Consolidation affecting Block 2, Plan 0512635 (Hillsview Phase 2)

### **8.2. Director of Infrastructure Services**

### **8.3. Director of Corporate Services**

3-8

9-17

18-19

20-26

**8.4. Director of Community Services**

- 27-28      8.4.1   RFD - Appointment to the Drumheller Heritage Steering Committee

**9.0   PRESENTATION OF ANNUAL REPORTS BY ADMINISTRATION**

- 29-32      9.1      CAO's 2010 Annual Report
- 33-36      9.2      Infrastructure Services' 2010 Annual Report
- 37          9.3      Corporate Services' 2010 Annual Report
- 38-57      9.4      Community Services' 2010 Annual Report

**10.0 PUBLIC HEARING DECISIONS**

**11.0 UNFINISHED BUSINESS**

**12.0 NOTICES OF MOTIONS**

**13.0 COUNCILLOR REPORTS**

- 13.1      Councillor Sharel Shoff - Reports on Municipal Planning Commission, Community Futures and Economic Development

**14.0 IN-CAMERA MATTERS**

- 14.1      Land Matter - Road Allowance adjacent to Plan 0412557 Block 4 Lot 4

**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

January 17, 2011 at 4:30 PM  
Council Chamber, Town Hall  
703-2nd Ave. West, Drumheller, Alberta



**PRESENT:**

**MAYOR:**

Terry Yemen

**COUNCIL:**

Andrew Berdahl

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:**

Linda Handy

**1.0 CALL TO ORDER**

**2.0 MAYOR'S OPENING REMARK**

- 2.1 Mayor T. Yemen proclaimed January 16 to 22, 2011 as the Week of Prayer for Christian Unity.

Mayor T. Yemen advised that he received a letter from the Alberta Order of Excellence inviting the Town to nominate an Albertan to become a member of the Alberta Order of Excellence. Mayor Yemen asked Council for recommendations of individuals who would be deserving of this honor.

**3.0 PUBLIC HEARING**

**4.0 ADOPTION OF AGENDA**

Council Meeting Minutes  
January 17, 2011

**MO2011.17** Shoff, Hansen-Zacharuk moved to adopt the agenda as presented.  
Carried unanimously.

### **5.0 MINUTES**

#### **5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES**

##### **5.1.1 Regular Council Meeting Minutes of January 4, 2011**

**MO2011.18** Berdahl, Zariski moved to adopt the regular Council meeting minutes of January 4, 2011 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**

##### **8.1.1 RFD - Bylaw 02.11 - Utility Rate Bylaw (first reading)**

M. Roy advised that based on information from the January 4, 2011 Committee Meeting, Administration has prepared two bylaws; both are based on meter charges with one using 80% of water consumption for the wastewater calculations and the other using 100% of water consumption during winter and 80% of water consumption during summer. He presented a schedule that compares residential impact based on usage. The scenarios presented are as follows: 2010 Rates based on consumption of 15 m3 per month; Alternative Water 8 & Wastewater 3 and Alternative Water 8 & Wastewater 4 (one with no irrigation and 15 m3 each month and the other with irrigation and 18.75 m3). R. Romanetz asked A. Kendrick the % of flow through all metered users that is returned to the wastewater plant. He stated that 77% of water usage comes back through the plant as wastewater. M. Roy stated that under Alternative WW 4 with no irrigation, residents will pay less in the summer and more in the winter whereas under Alternative WW 4 with irrigation @ 20%, residents who may be watering will be paying the same amount throughout the year.

Councillor A. Berdahl questioned the feasibility of implementing equalized billing. M. Roy stated that this method of payment is feasible (similar to taxes) and on the 12th month, adjustments can be made

Council Meeting Minutes  
January 17, 2011

either direction. Councillor L. Hansen-Zacharuk asked for a comparison chart for commercial users based on the previous years' billing compared to the new meter sizes. In response to a question from Council, M. Roy clarified that the rate model is structured to raise more revenue on the fixed charged side while decreasing the variable rate as the Town is still raising only the revenue required under any scenario. The meter size will determine the fixed amount. There will be an inflationary increase which includes the actual cost of producing water but also an increase on the depreciation side of the asset as the estimated book value of the water works asset has increased. R. Romanetz explained that the Town now has a state of the art Wastewater Plant which is producing water in accordance with provincial standards and our license approval - last year utility budget \$110,000 and this year the budget is \$220,000. The significant increase in operating costs also reflects inflationary, goods & services and wage increases. There are three additional buildings in the plant to heat, additional clarifiers, the digester is twice the size and the aeration process is run by huge electric motors - all these factors impact the increased cost of operations for power and gas.

In response to a question from Council, R. Romanetz advised that 95% of meters are from single family dwellings. Of the 3300 meters only about 200 will be greater than the 5/8 size. Councillor J. Garbutt stated that the Town does not have a policy on the beautification of lawns and on the contrary, Council should be focusing their discussion on conservation. R. Romanetz confirmed that AUMA has been asked by the Province to develop a conservation policy and a number of meetings have been held on the matter. During the AUMA Convention held this past fall, municipalities were told that they are required to have a conservation policy in place by October, 2011.

Councillor D. Stanford asked if the wastewater plant was built for over capacity and asked if sections of the plant can be isolated. R. Romanetz stated that the plant will meet Drumheller's needs for the next 20 years. He stated that one of the secondary clarifiers was built for redundancy - if one clarifier goes down, the plant will still meet the provincial requirements. The pumps have been designed to run only when sludge circulation is required. The estimated increase in flows is based on an estimated population growth of 1.5% per annum.

**MO2011.19** Berdahl, Zariski moved first reading to Bylaw 03.11.

Vote on Motion:

In favour - Stanford, Zariski, Berdahl

Opposed - Shoff, Yemen, Hansen-Zacharuk, Garbutt

Motion defeated.

**MO2011.20** Shoff, Hansen-Zacharuk moved first reading to Bylaw

Council Meeting Minutes  
January 17, 2011

02.11.

Vote on Motion:

In Favour - Shoff, Yemen, Hansen-Zacharuk, Garbutt

Opposed - Stanford, Zariski, Berdahl

Motion carried.

### 8.1.2 RFD - Appointments to Taxi Commission

**MO2011.21** Shoff, Berdahl that Council approve the appointments of Councillors Jay Garbutt and Lisa Hansen-Zacharuk to Taxi Commission for a term to expire at Council's 2011 Organizational Meeting.

In response to a question from Council, R. Romanetz explained that the Taxi Bylaw sets standards and rates relating to the operation of a taxi service. The Commission meets at least twice per year which allows the operators to come in and express their concerns. At the present time there is only one operator and he is finding it difficult to meet the needs of the community. Councillor T. Zariski expressed concern that the taxi service cannot meet the needs of residents in a wheel chair. R. Romanetz stated that there are some recommendations in the Transit Feasibility Study relating to alternatives for handicapped services and if Council wished, the document can be brought forward to a Committee Meeting for discussion. Administration will provide a copy of the report to Council which will be discussed at a Committee meeting after the Taxi Commission has held their meeting.

Vote on Motion:

Carried unanimously.

### 8.2. Director of Infrastructure Services

### 8.3. Director of Corporate Services

#### 8.3.1 RFD - Request for Tax Cancellation Plan 565LK Block 4 Lot 1

M. Roy advised that a letter has been received from the Pat and Michelle Doyle requesting a refund of property taxes as a result of the value of their property being depreciated as of February 2010 based on assessment from the 2009 year. Administration did inspect the property and damage was noted to the interior and exterior of property due most likely to undermining in the area. The house was vacated in September, 2010. The February date results from the date the property owners filed a claim with their insurance company.

**MO2010.22** Berdahl, Garbutt moved that Council authorize Administration to refund the taxes from February to December 2010 in

Council Meeting Minutes  
January 17, 2011

the amount of \$2288.83.

Discussion on Motion:

Councillor D. Stanford stated that only the improvement portion of the taxes should be refunded. Councillor S. Shoff stated that the motion should not reflect the portion in schools and seniors requisition as this amount must be recovered from the ratepayers.

Councillors Berdahl and Garbutt agreed to withdraw their motion.

**MO2011.23** Hansen-Zacharuk, Garbutt that Council authorize Administration to refund the improvement portion of the taxes in the amount of \$1578.45.

Vote on Motion:

Carried unanimously

#### **8.4. Director of Community Services**

#### **9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

9.1 CAO's Quarterly Report to December 31, 2010

9.2 Director of Infrastructure Services' Quarterly Report to December 31, 2010

9.3 Director of Corporate Services' Quarterly Report to December 31, 2010

9.4 Director of Community Services' Quarterly Report to December 31, 2010

#### **10.0 PUBLIC HEARING DECISIONS**

#### **11.0 UNFINISHED BUSINESS**

#### **12.0 NOTICES OF MOTIONS**

#### **13.0 COUNCILLOR REPORTS**

#### **14.0 IN-CAMERA MATTERS**

**MO2011.24** Berdahl, Shoff that Council go in camera at 6:20 PM. Carried unanimously.

14.1 Labour Matter

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

Council Meeting Minutes  
January 17, 2011

MO2011.25 Shoff, Stanford to revert to regular Council Meeting at 7:00 PM. Carried unanimously.

There being no further business, the Mayor declared the meeting adjourned at 7:00 PM.

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Mayor

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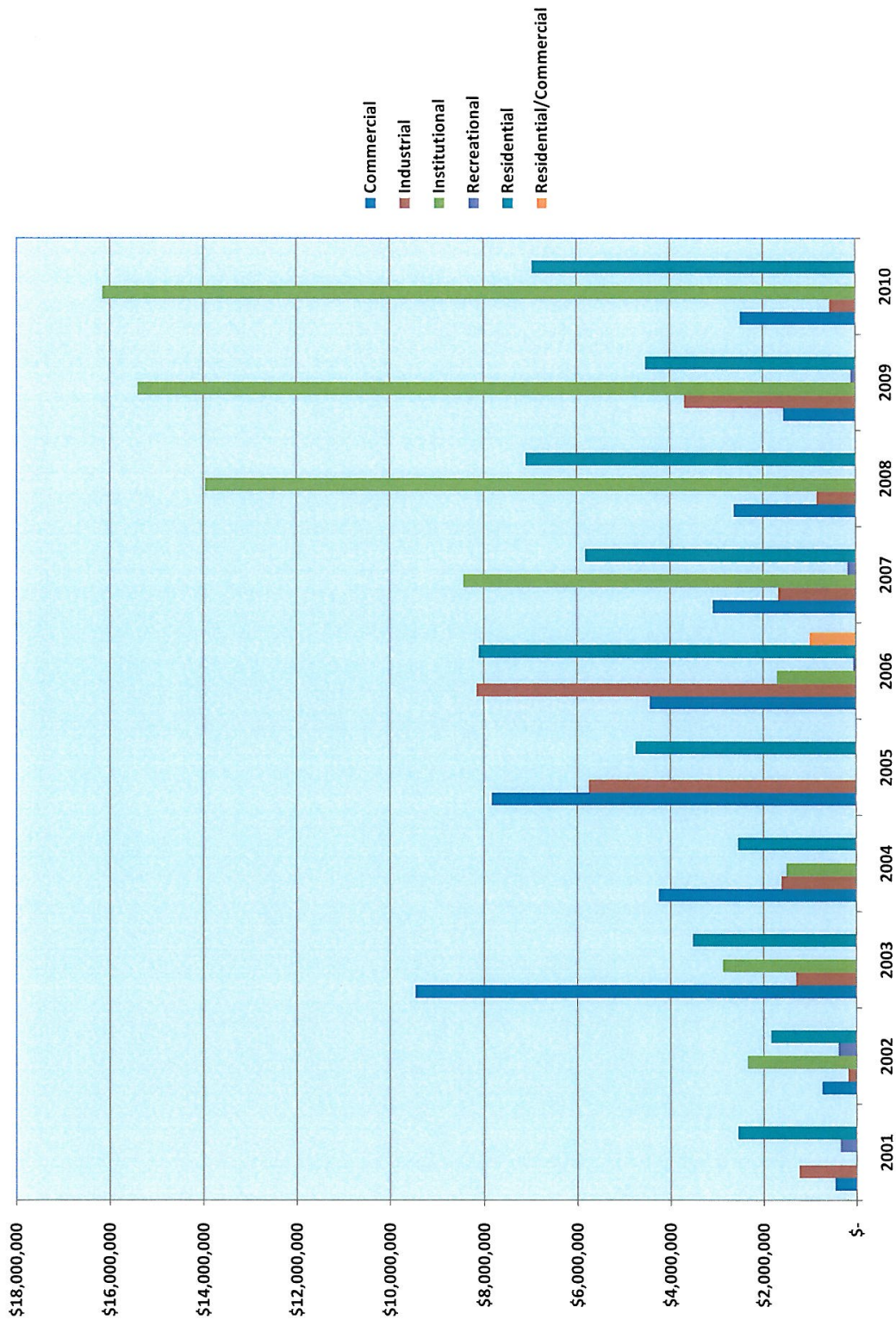
Chief Administrative Officer



## Town of Drumheller Building Permit Statistics 2010

Category	Values	Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
<b>COMMERCIAL</b>	Permits Issued			1		1	4	5		1	1		2	2	17
	Construction Value	\$	235,000		\$	10,000	\$	650,000	\$	7,000	\$	25,000	\$	560,000	\$ 2,486,000
<b>INDUSTRIAL</b>	Permits Issued				1										1
	Construction Value	\$			\$	560,000									\$ 560,000
<b>INSTITUTIONAL</b>	Permits Issued				1				1	1		1			4
	Construction Value	\$			\$	20,000			\$	200,000	\$	200,000			\$ 16,155,200
<b>RESIDENTIAL</b>	Permits Issued		4		3	9	9	8	8	5	16	5	11	5	86
	Construction Value	\$	230,590	\$	14,000	\$	389,110	\$	572,372	\$	16,400	\$	1,354,950	\$	20,059
<b>Total Permits Issued</b>			5		3	12	13	13	9	7	17	6	13	7	108
<b>Total Construction Value</b>		\$	465,590	\$	14,000	\$	979,110	\$	16,307,572	\$	223,400	\$	1,379,950	\$	20,059
															\$ 26,164,541
<b>Commercial</b>															
Tim Horton's															
Agriculture Financial Services Corporation															
<b>Industrial</b>															
W. Ralston (Canada) Inc.															
<b>Institutional</b>															
Town of Drumheller Community Facility															

Town of Drumheller  
Building Permit Statistics  
2001 - 2010



**Town of Drumheller  
Building Permit Statistics  
1993 - 2010**

**Residential**

**1993 - 1998**

Year	New Starts	No. Of Permits	Renovations Additions	No. Of Permits	Accessory Buildings	No. Of Permits	Total Permit Values	Total Permits Issued
1993	\$1,289,290	13	\$324,538	88	\$137,366	17	\$1,751,194	118
1994	\$1,572,100	16	\$237,200	48	\$124,800	20	\$1,934,100	84
1995	\$2,651,000	23	\$307,140	36	\$163,000	20	\$3,121,140	79
1996	\$1,707,000	17	\$217,000	15	\$145,000	17	\$2,069,000	49
1997	\$2,142,800	26	\$147,200	17	\$120,000	17	\$2,410,000	60
1998	\$988,000	10	\$208,565	20	\$80,200	19	\$1,276,765	49

**1999 - 2010**

Year	Single Family Dwellings	Multi-Housing Units	Mobile Home Placements	Relocated/ Modular Manufactured	Accessory Buildings	Renovations/ Additions	Demolitions	Fireplaces/ odburning Stoves Misc.	Total Permit Values	Total Permits Issued
1999	22	1		6	18	27	11	1	\$4,578,000	86
2000	20	0		14	16	24	1	3	\$2,724,749	78
2001	15	0		9	16	36	4	7	\$2,555,821	87
2002	14	0		7	16	16	4	2	\$1,839,108	59
2003	18	2 (6 units)	1	3	18	18	11	5	\$3,524,633	76
2004	12	1	3	1	16	14	10	13	\$2,227,000	70
2005	27	3	12	4	23	24	6	6	\$4,747,189	105
2006	40	2	19	9	26	27	9	3	\$8,107,598	135
2007	21	1	19	8	13	22	11	2	\$5,817,650	97
2008	17	1 (20 units)	7	1	29	42	10	3	\$7,097,711	110
2009	10	2 (23 units)	10	1	14	31	8	2	\$4,529,558	78
2010	23	0	7	3	17	31	4	1	\$6,963,341	86

**Town of Drumheller  
Building Permit Statistics  
1993 - 2010**

**Commercial**

**1993 - 1998**

Year	New Starts	No. Of Permits	Renovations Additions	No. Of Permits	Accessory Buildings	No. Of Permits	Total Permit Values	Total Permits Issued
1993	\$162,000	3	\$493,800	20	-	0	\$655,800	23
1994	\$295,000	3	\$383,000	13	-	0	\$678,000	16
1995	\$2,679,000	6	\$655,300	14	-	0	\$3,334,300	20
1996	\$3,577,600	7	\$722,500	21	-	0	\$4,300,100	28
1997	\$575,000	2	\$334,000	6	-	0	\$909,000	8
1998	\$440,000	5	\$712,500	10	-	0	\$1,152,500	15

**1999 - 2010**

Year	New Construction	Foundations/ Relocated Structures	Accessory Buildings	Renovations/ Additions	Demolitions	Fireplaces/ Woodburning Stoves / Misc.	Total Permit Values	Total Permits Issued
1999	3	2	0	10	0	0	\$3,137,200	15
2000	5	0	0	6	0	0	\$762,734	11
2001	1	0	2	6	0	2	\$467,900	11
2002	2	4	1	11	1	0	\$745,613	19
2003	2	2	0	11	3	0	\$9,458,601	18
2004	2	1	0	8	2	0	\$4,250,475	13
2005	3	1	0	4	0	0	\$7,833,349	8
2006	3	1	0	4	1	0	\$4,444,300	9
2007	2	2	2	9	1	1	\$3,083,289	17
2008	2	0	0	11	2	0	\$2,624,700	15
2009	1	2	0	8	1	0	\$1,555,630	12
2010	4	1	1	7	3	1	\$2,486,000	17

Town of Drumheller  
Building Statistics  
1993 - 2010

**Industrial**

1993 - 1998

Year	New Starts	No. Of Permits	Renovations Additions	No. Of Permits	Accessory Buildings	Fireplaces/ odburning Stove Misc.	Total Permit Values	Total Permits Issued
1993	\$140,000	1	\$51,500	1	-	0	\$191,500	2
1994	\$500,000	1	\$350,000	0	-	0	\$850,000	1
1995	\$200,000	1	\$3,500	1	-	0	\$203,500	2
1996	\$365,000	3	\$399,000	2	-	0	\$764,000	5
1997	\$150,000	1	\$35,000	3	-	0	\$185,000	4
1998	\$0	0	\$110,300	1	\$7,000	3	\$117,300	4

1999 - 2010

Year	New Construction	Foundations/ Relocated Structures	Accessory Buildings	Renovations/ Additions	Demolitions	Fireplaces/ odburning Stove Misc.	Total Permit Values	Total Permits Issued
1999	1	2	0	2	1	0	\$343,778	6
2000	3	0	0	0	0	0	\$704,000	3
2001	3	0	1	5	1	0	\$1,236,844	10
2002	0	2	1	1	0	1	\$185,000	5
2003	0	2	1	1	0	1	\$1,305,000	5
2004	4	1	0	6	0	0	\$1,618,105	11
2005	13	0	1	1	0	11	\$5,747,100	26
2006	10	1	0	2	0	0	\$8,155,170	13
2007	2	0	0	4	0	0	\$1,670,200	6
2008	1	0	1	1	0	0	\$840,000	3
2009	5	0	0	1	0	0	\$3,692,584	6
2010	0	0	0	1	0	0	\$560,000	1

**Town of Drumheller  
Building Statistics  
1993 - 2010**

**Institutional**

1993 - 1998

Year	New Starts	No. Of Permits	Renovations Additions	No. Of Permits	Accessory Buildings	No. Of Permits	Total Permit Values	Total Permits Issued
1993	-	0	\$559,000	1	-	0	\$559,000	1
1994	-	0	-	0	-	0	-	0
1995	\$330,000	1	\$60,000	1	-	0	\$390,000	2
1996	-	0	-	0	-	0	-	0
1997	-	0	-	0	-	0	-	0
1998	\$5,000	1	\$1,153,000	3	-	0	\$1,158,000	4

1999 - 2010

Year	New Construction	Foundations/ Relocated Structures	Accessory Buildings	Renovations/ Additions	Demolitions	Fireplaces/ Woodburning Stoves Misc.	Total Permit Values	Total Permits Issued
1999	1	0	2	4	0	0	\$28,595,584	7
2000	1	0	0	1	0	0	\$1,006,500	2
2001	0	0	0	1	0	0	\$20,000	1
2002	1	1	0	0	0	0	\$2,351,000	2
2003	0	1	0	2	0	0	\$2,880,000	3
2004	0	1	1	3	1	0	\$1,510,819	6
2005	0	0	0	1	0	0	\$1,000	1
2006	0	0	0	1	0	0	\$1,700,000	1
2007	2	0	0	1	0	0	\$8,428,464	3
2008	2	0	1	4	0	0	\$13,954,425	7
2009	0	0	0	5	1	0	\$15,400,538	6
2010	3	0	0	1	0	0	\$16,155,200	4

Note: Institutional figures are comprised from development on properties such as schools, hospitals, the penitentiary, museum and churches. These properties are basically either tax exempt or grants-in-lieu.

1999	New Hospital	\$28,000,000
	Renovations St. Anthony's School	\$240,000
	Church Addition	\$120,000
	Golden Hills School Division-Kaleidoscope	\$200,000
2000	Canadian Badlands Passion Play - Jerusalem Wall	\$1,000,000
	Church Renovation	\$6,500
2001	Kaleidoscope Catwalk	
2002	Learning Centre	\$2,305,000
	Senior's Villa	\$46,000
2003	Catholic School	\$80,000
	Greenlee School	\$300,000
	Drumheller & District Seniors Foundation	\$2,500,000

2004	Golden Hills School Div.	\$886,950
	Hospital Renovations	\$473,869
	Catholic School	\$150,000
2005	St. Anthony's Parish	\$1,000
2006	Church of Latter Day Saints	\$1,700,000
2007	Drum. & District Seniors Foundation	\$7,868,464
	Tyrrell Museum Washroom Facility	\$550,000
2008	Catholic School	\$13,369,425
2009	Golden Hills School Div. (DCHS)	\$14,896,538
2010	Tiara's Football Club	20,000.00
	Town of Drumheller	15,735,200.00
	Drum. & District Seniors Foundation	200,000.00
	Royal Tyrrell Museum	200,000.00

Town of Drumheller  
Building Statistics  
1993 - 2010

Recreational

1999 - 2010

Year	New Construction	Foundations/ Relocated Structures	Accessory Buildings	Renovations/ Additions	Demolitions	Fireplaces/ Woodburning Stoves Misc.	Total Permit Values	Total Permits Issued
1999	1	0	0	1	0	0	\$ 909,000	2
2000	0	0	0	1	0	0	\$ 513,000	1
2001	1	0	0	2	0	0	\$ 355,000	3
2002	0	0	0	1	0	0	\$ 397,000	1
2003	0	0	1	1	0	0	\$ 16,500	2
2004	0	0	0	0	0	0	\$ -	0
2005	0	0	0	0	0	0	\$ -	0
2006	1	0	1	1	1	0	\$ 62,000	4
2007	0	0	2	0	0	0	\$ 184,000	2
2008	0	0	0	0	0	0	\$ -	0
2009	0	0	1	0	1	0	\$ 106,000	2
2010	0	0	0	0	0	0	\$ -	0

1999	Chamber - Dinosaur	\$ 900,000	Rosedale Skating Shack	2006	\$ 15,000
			Washroom Facility - Yavis Campground		\$ 42,000
			Wayne Community Hall - Deck Addition		\$ 5,000

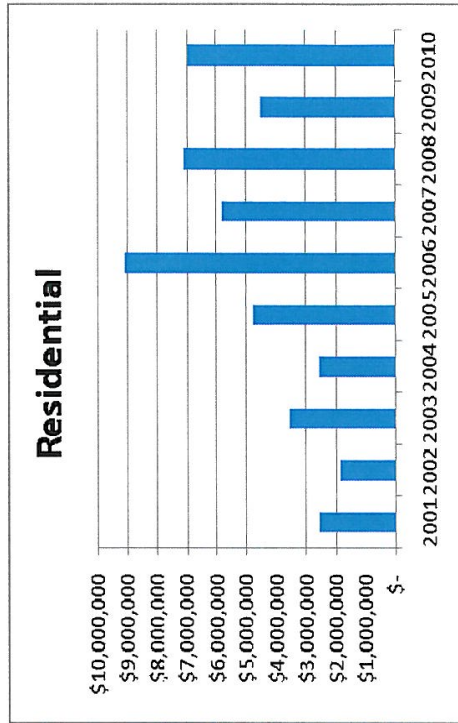
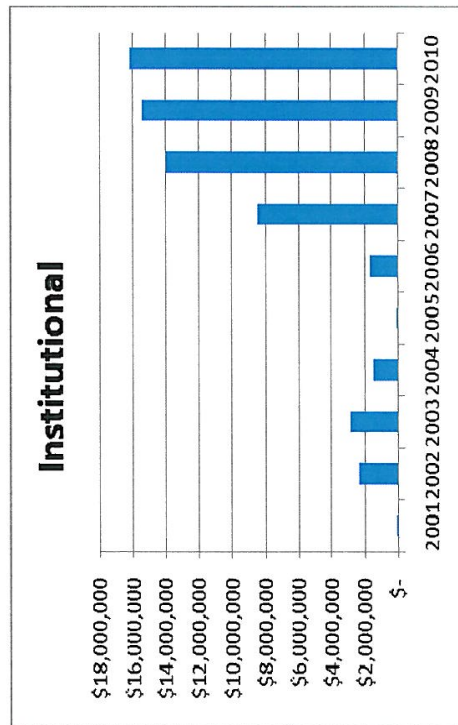
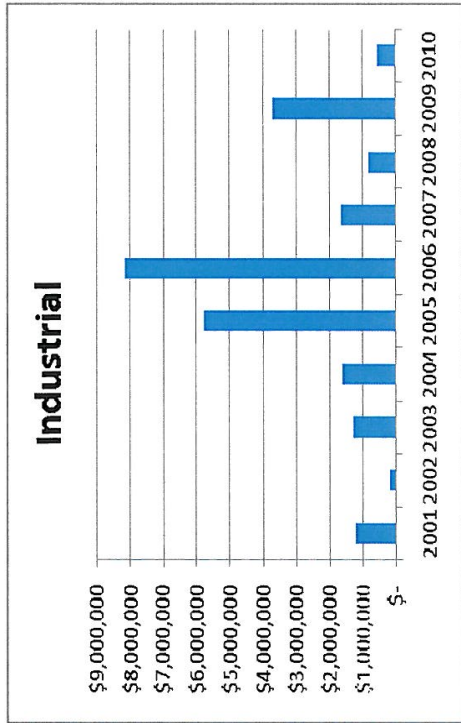
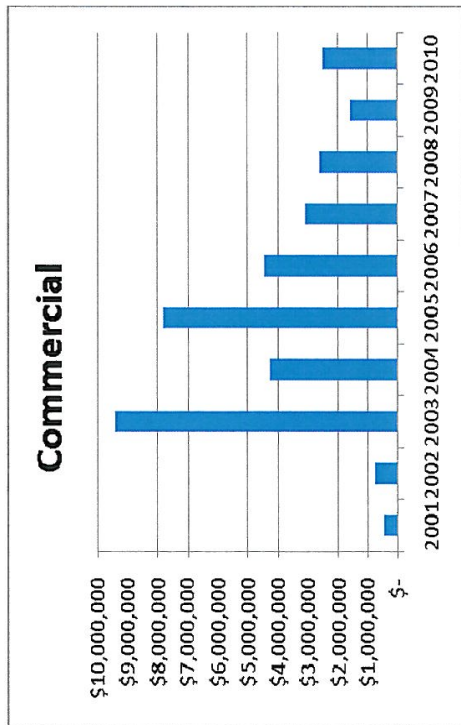
2000	Town of Drumheller - Phase 1 Arena Upgr:	\$ 513,000	Hoo Doo RV Campground & Resort	2007	\$ 64,000
			Dinosaur Campground		\$ 120,000

2001	Canadian Badlands Passion Play - Jerusal	\$ 200,000	Dinosaur Trail Golf & Country Club	2009	\$106,000
	Town of Drumheller - Phase II Arena Upgr:	\$ 140,000	New Storage Building		

2002	Town of Drumheller - Aquaplex Renovator	\$ 397,000			
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2003	Dinosaur Trail Golf & Country Club (Concessio	\$ 12,500			
	Dinosaur Trail Golf & Country Club (Bridge)	\$ 4,000			

**Town of Drumheller  
Building Permit Statistics  
2001 - 2010**



### TOWN OF DRUMHELLER

#### BYLAW NO. 02.11

#### A BYLAW OF THE TOWN OF DRUMHELLER TO ESTABLISH UTILITY RATES.

This Bylaw shall be cited as the "Utility Rate Bylaw".

The Council for the Town of Drumheller, duly assembled enacts as follows:

1. Definitions

"Group 1" includes connections with meters 1" and under

"Group 2" includes connections with meters from 1 1/4" to 2"

"Group 3" includes connections with meters from 3" to 4"

"Group 4" includes connections with meters from 6" to 8"

2. Monthly Meter Charges – zero (0) consumption included

Rate Group	Water	Wastewater
Group 1	\$ 10.00	\$ 11.00
Group 2	\$ 35.00	\$ 75.00
Group 3	\$ 475.00	\$ 270.00
Group 4	\$ 895.00	\$ 900.00

3. Water Rate

Per cubic meter (Per thousand gallons) \$1.3200 (\$5.9929)

4. Waste Water Rate

Per cubic meter (Per thousand gallons) \$1.8009 (\$8.1761)  
Sewage volume is calculated at 80% of water consumption

Or

Properties with only a sewer connection \$32.50 monthly

5. Bulk Water per cubic meter \$4.25

6. Recycling Fee per unit \$2.00

## Agenda Item # 8.1.2

Town of Drumheller  
Bylaw 02.11  
Utility Rate Bylaw  
Page 2

### 7. Penalty Rate

All accounts are subject to a penalty of 2% per month compounded monthly (effective rate of 26.82% per annum) if unpaid within thirty (30) days from the date the account is rendered.

### 8. Utility Deposit

Tenant	\$150.00
New rate to apply to all new applications or reconnections.	

### 9. Disconnection/Reconnection

Disconnection notice service fee	\$25.00
Reconnection/Disconnection during business hours	\$50.00
Reconnection/Disconnection during non-business hours	\$150.00

If the water supply has been disconnected for non-payment of accounts, all fees and costs must be paid prior to reconnection

### 10. Bylaw 07.10 is hereby repealed.

This bylaw comes into effect on February 1, 2011.

READ A FIRST TIME this 17<sup>th</sup> Day of January, 2011

READ A SECOND TIME this \_\_\_\_ Day of \_\_\_\_, 2011

READ A THIRD AND FINAL TIME this \_\_\_\_ Day of \_\_\_\_, 2011

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



# DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



## Request for Decision

		Date:	January 27, 2011
Topic:	<b>COUNCIL RESOLUTION REQUIRED TO CLOSE A PORTION OF UNDEVELOPED ROAD AND LANES</b>		
Proposal:	<p>Property Affected: Block 2, Plan 0512635 (Hillsview Phase 2)</p> <p>Because the roads have never been developed, the closure can be carried out through a resolution as indicated in Section 24 of the Municipal Government Act. This resolution proposes to consolidate all lots into one area – all lots, streets and lanes will disappear and become Lot 49, Block 2. The area will then be replotted. The lot could be sold as one parcel of land, then all roads within will become the responsibility of the developer.</p>		
Proposed by:	Town of Drumheller		
Correlation to Business (Strategic) Plan	None		
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:	Not applicable		
Operating Costs:	N/A	Capital Cost:	N/A
Budget Available:	N/A	Source of Funds:	N/A
Budget Cost:	N/A	Underbudgeted Cost:	N/A
Communication Strategy:	Not applicable		
Recommendations:	<p>Be it resolved that the Council of the Town of Drumheller in the Province of Alberta does hereby enact to close that portion of street and lanes adjacent to Lots 16 to 31, Block 2, Plan 0512635 indicated on Schedule B as attached within N. 1/2-2-29-W4M and more particularly described as Plan ..... (closed street and lanes within Lot 49, Block 2 indicated on Schedule A as attached) from public use, obtain title in the name of the Town of Drumheller, a Municipal Body Corporate, of 703 – 2<sup>nd</sup> Avenue West, Drumheller, Alberta and consolidate same with adjacent lands.</p>		
Report Writer:	Raymond R. Romanetz		
Position:	CAO		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

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HUNTER SURVEY SYSTEMS LTD

JAN 12 2011

ALBERTA AND CANADA LAND SURVEYORS  
LEGAL, CONSTRUCTION AND CONTROL SURVEYS  
BOX 67039, NORTHLAND VILLAGE P.O.  
CALGARY, ALBERTA T2L 2L2

BUS. (403) 297-0033  
FAX. (403) 297-0032

File: 05-07-153  
10 January 2011.

**THE TOWN OF DRUMHELLER,**  
703 3<sup>rd</sup>. Avenue West,  
DRUMHELLER, Alberta.  
T0J 0Y3

**ATTENTION:** Mr. Raymond M. Romanetz, P.Eng.  
Chief Administrative Officer

Dear Sir;

**RE:** Land Closure and Consolidation  
Affecting Block 2, Plan 051 2635  
DRUMHELLER, Alberta.  
**YOUR FILE:** HILLSVIEW PHASE 2

Enclosed herewith please find a copy of a Street/Lane Closure Resolution for Council (Schedule B). This matter was dealt with before but we had to make a change and therefore require it to be done over.

Also please find the following for your information:

SCHEDULE -'A': Plan showing consolidation of lanes/street with adjacent Lots.

SCHEDULE-'C': Plan showing lane widening dedication on east and west sides.  
These widenings are in accordance with our recent discussions and are being done to provide for drainage.

If you will provide us with a copy of this resolution bearing original signatures and seal we will forward it to Alberta Transportation in Hanna for circulation and they will send it to the Minister for his approval.

These two plans and this resolution will be registered concurrently in the Land Titles Office.

If you have any questions or require any additional information in this regard, please do not hesitate to contact us.

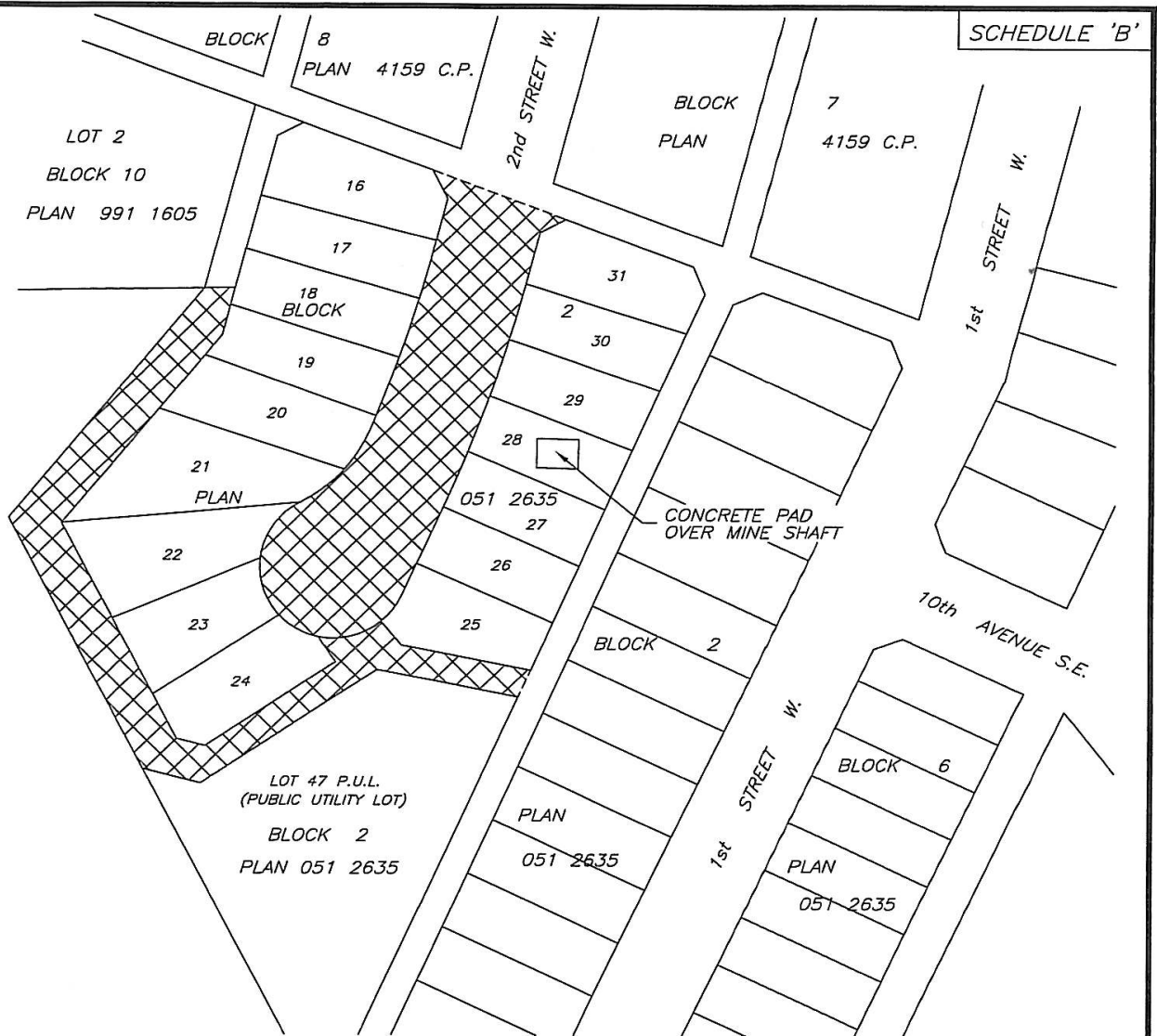
Yours very truly,

  
\_\_\_\_\_  
Wm. R. Hunter,  
Alberta and Canada Land Surveyor



MEMBER : ALBERTA LAND SURVEYORS' ASSOCIATION

# Agenda Item # 8.1.3



## —DRUMHELLER, ALBERTA—

PLAN SHOWING PROPOSED CLOSURE OF  
UNDEVELOPED STREET & LANES  
ADJACENT TO  
LOTS 16 TO 31, BLOCK 2, PLAN 051 2635  
ALL WITHIN THE  
N.1/2 SEC.2, TWP.29, RGE.20, W.4M.

—SCALE= 1:1250 ————— DECEMBER, 2010 —

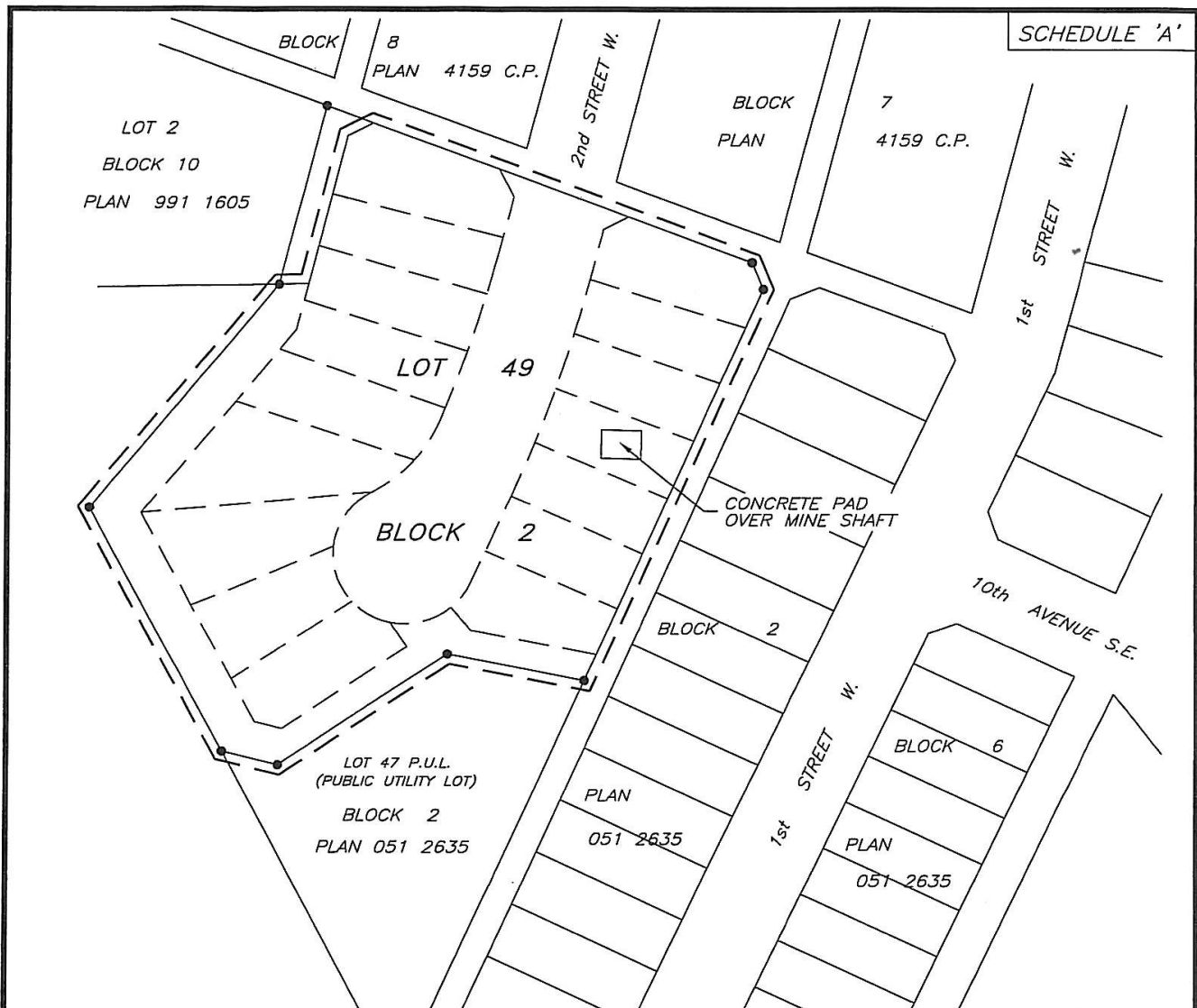
### LEGEND:

Distances are in metres and decimals thereof.

Area affected by this plan is shown thus....

HUNTER SURVEY SYSTEMS LTD.  
CALGARY, ALBERTA  
FILE: 05-07-153

## Agenda Item # 8.1.3



### —DRUMHELLER, ALBERTA—

PLAN OF SURVEY SHOWING  
CONSOLIDATION OF  
LOTS 16 TO 31 AND  
ADJACENT CLOSED STREET & LANES  
IN BLOCK 2, PLAN 051 2635  
ALL WITHIN THE  
N.1/2 SEC.2, TWP.29, RGE.20, W.4M.

—SCALE= 1:1250 ————— DECEMBER, 2010 —

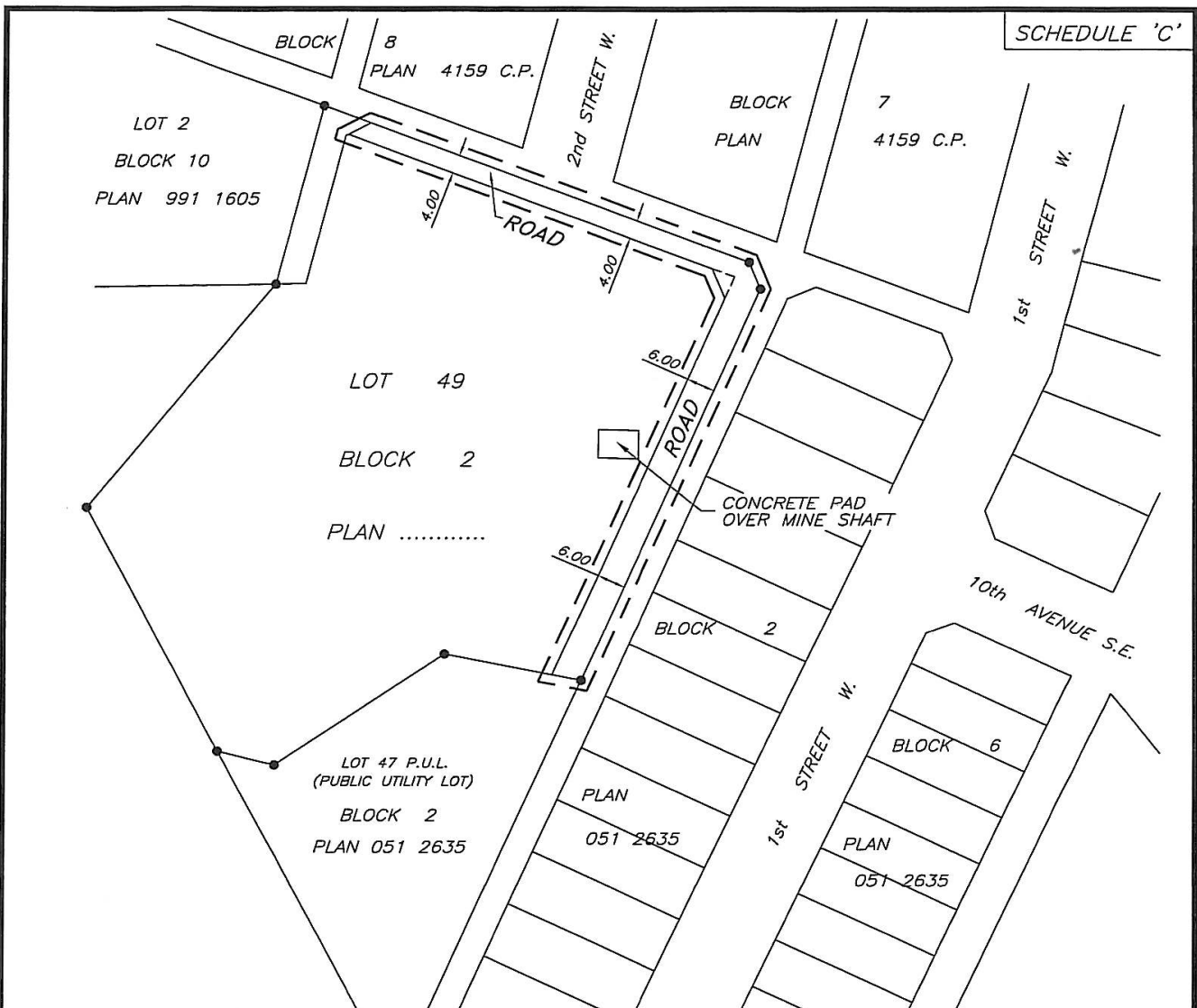
#### LEGEND:

Distances are in metres and decimals thereof.

Area affected by this plan is outlined thus....— — —

HUNTER SURVEY SYSTEMS LTD.  
CALGARY, ALBERTA  
FILE: 05-07-153

## Agenda Item # 8.1.3



### — DRUMHELLER, ALBERTA —

PLAN OF SURVEY SHOWING  
AREA REQUIRED FOR ROAD PURPOSES  
AFFECTING  
LOT 49, BLOCK 2, PLAN .....  
WITHIN THE  
N.1/2 SEC.2, TWP.29, RGE.20, W.4M.

— SCALE = 1:1250 — DECEMBER, 2010 —

#### LEGEND:

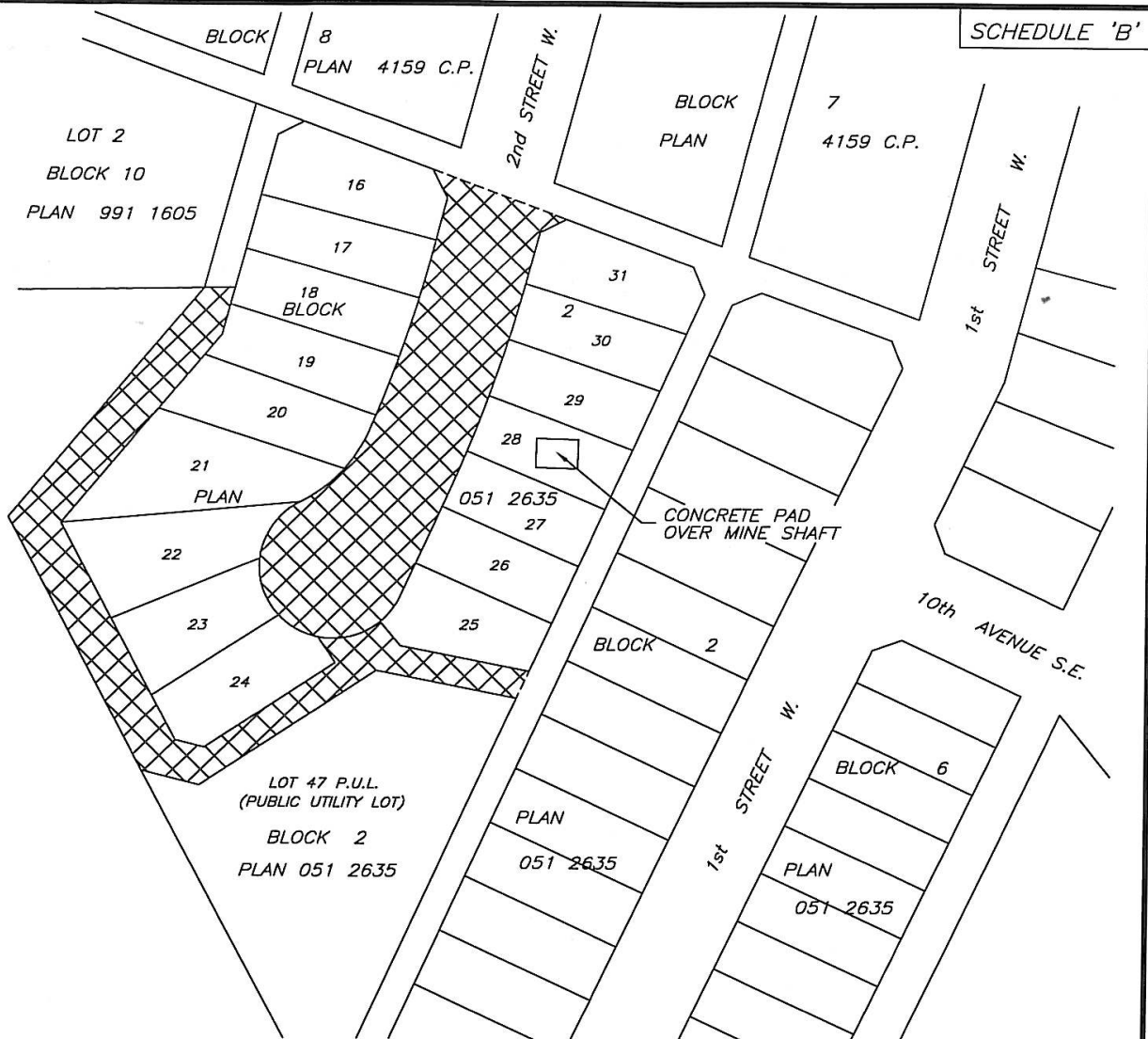
Distances are in metres and decimals thereof.

Area affected by this plan is outlined thus.... — — —

HUNTER SURVEY SYSTEMS LTD.  
CALGARY, ALBERTA  
FILE: 05-07-153

## Page 25 of 57

# Agenda Item # 8.1.3



## —DRUMHELLER, ALBERTA—

PLAN SHOWING PROPOSED CLOSURE OF  
UNDEVELOPED STREET & LANES  
ADJACENT TO  
LOTS 16 TO 31, BLOCK 2, PLAN 051 2635  
ALL WITHIN THE  
N.1/2 SEC.2, TWP.29, RGE.20, W.4M.

—SCALE= 1:1250 ————— DECEMBER, 2010 —

### LEGEND:

Distances are in metres and decimals thereof.

Area affected by this plan is shown thus....

HUNTER SURVEY SYSTEMS LTD.  
CALGARY, ALBERTA  
FILE: 05-07-153



# DRUMHELLER

## COMMUNITY SERVICES

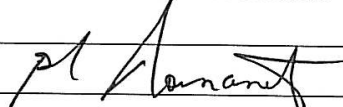




### Request for Decision

Date: January 28, 2011

Topic:	Heritage Steering Committee - Progress and Committee Selection
Background:	<p>In previous presentations to Council (March, June, September 2010) council indicated a desire to move forward on heritage preservation strategies, culminating in the application and provincial approval of funding of a Heritage Inventory in September 2011.</p> <p>The funding includes a total project cost of \$50,000 (\$30,000 as a partnerships with the Town, the Chamber of Commerce, Community Futures and Individual Property owners).</p> <p>The terms of reference for the approval of funding includes a requirement that Council has one representative designated to the Heritage Steering Committee - in addition to 2 public members at large and 1 representative from:</p> <ul style="list-style-type: none"> <li>a) the Drumheller District Chamber of Commerce (Mike Todor)</li> <li>b) Community Futures Big Country (TBD).</li> </ul> <p>In order to proceed, Council needs to designate their representative so that the project may proceed.</p> <p>Once the Steering Committee membership has been finalized a Request For Proposals (RFP) will be prepared for heritage consultants - with input from the Heritage Steering Committee. It is expected that the selection of the consultants would occur by early March, 2011 with the majority of work to begin shortly thereafter.</p>
Proposed by:	Administration
Correlation to Business (Strategic) Plan	Identified within the Municipal Sustainability Plan (and the Corporate Strategic Plan) in 2010.
Benefits:	<p>Enables the Town to move forward on the first stage of a Heritage Preservation Strategy ensuring long term viability of our built history.</p> <p>Would enhance the character and economic opportunities available for historic districts in Drumheller.</p> <p>Provides opportunities to partner and engage with individual property owners and key community stakeholders.</p>
Disadvantages:	<ul style="list-style-type: none"> <li>▪ Costs to Town in excess of \$10,000</li> <li>▪ Requires a long term commitment that is backed by enforceable policies</li> <li>▪ Requires staff resources to coordinate the duties of the Steering Committee and the consultants</li> </ul>

## Agenda Item # 8.4.1

Alternatives:	<ul style="list-style-type: none"> <li>▪ Take no action - return funds to province</li> <li>▪ Facilitate work by another group to take on the initiative</li> <li>▪ Allocate additional funds to cover staff time</li> </ul>		
Finance/Budget Implications:	Range of financial commitment for the Heritage inventory depends on the number of properties included. (Current estimate is \$1,000 per property - would cover 30 properties with a total net cost of \$30,000).		
Operating Costs:	-0-	Capital Cost:	-0-
Budget Available:	\$50,000	Source of Funds:	Government Grant and Funds from Partnership
Budget Cost:	\$10,000	Underbudgeted Cost:	-0-
Communication Strategy:	Notify community stakeholders directly in addition to working with the media to communicate the ongoing progress of the Heritage Steering Committee.		
Recommendations:	That Council appoint a member of Council to the Heritage Steering Committee so that the work of the committee can commence as soon as possible.		
Report Writer:	Paul Salvatore	CAO:	
Position:	Director of Community Services		
			
RFD Heritage_Steering_Committee_0111.docx			



# DRUMHELLER

## CHIEF ADMINISTRATIVE OFFICER



### ANNUAL REPORT

<b>Name:</b>	<b>R.M. Romanetz, P. Eng.</b>	<b>Year:</b>	<b>2010</b>
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#### Year's Accomplishments:

- **Mayor and Council:**

- In January, Council directed Administration to submit a grant application under the Municipal Sponsorship Program for the development of a baseball diamond in Rosedale due to the Community Facility construction on the former John Anderson site. The estimated total cost of the baseball diamond is \$347,629.
- The Drumheller Olympic Torch Run and celebrations were held on January 16<sup>th</sup> at the Canadian Badlands Passion Play. Numerous companies and organizations contributed to the success of the event.
- In February, Council directed Administration to move forward on the completion of a Heritage Inventory for the Town with the Chamber and Community Futures committing to 1/3 share of the cost of \$30,000.
- In March, Council disagreed with the Alberta Electoral Boundaries Commission Interim Report, which proposed a significant difference for Drumheller – a new constituency based on a population to create four more seats. Councillors Bertamini and Berdahl presented Council's concerns at a Public Hearing. The Final Report dated June, 2010 showed the boundaries with only one minor change: The County of Paintearth is transferred to the Drumheller – Stettler electoral division from the Battle River – Wainwright electoral division.
- On March 16<sup>th</sup> Council adopted the Utility Rate Bylaw (07.10) which contained a fixed minimum water rate of \$10.00 monthly plus \$1.54 per cubic metre (increase from \$1.50 per cubic metre) and a fixed monthly charge for sewer of \$10.00 plus \$1.60 per cubic metre (sewage volume calculated at 80% of water consumption). The fixed \$10.00 monthly charge was based on dwelling units in the residential class.
- The new Community Enforcement Work Plan and branding received Council's support on March 22<sup>nd</sup>. The work plan included more hours during the summer to cover tourism traffic and baseball tournaments.
- In April, Council approved the Offer to Lease / Purchase for the Airport Hangar.
- Council directed Administration to prepare the tender for Waste Collection Contract based on three separate contract prices: commercial, residential and combined prices. On April 26<sup>th</sup> Council awarded two tenders both to H & H Huxted Services: one for residential and one for commercial waste collection.
- Council agreed to move forward with the purchase of waste collection carts for each residential household. The program commenced on July 5<sup>th</sup>.
- Council appointed a Downtown Parking Task Force to review parking options on the portion of 3<sup>rd</sup> Avenue between 2<sup>nd</sup> St. W. and Centre St. Their recommendations were presented to Council in April, 2010. On May 10<sup>th</sup>, Council approved the recommendations in various stages of implementation.

#### Office of the Chief Administrative Officer

Telephone: (403) 823-1339

CAOAnnualReportfor20106	Created by Handy	Page 1 of 4
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- Tax Rate Bylaw (12.10) adopted on May 25<sup>th</sup> which proposed an overall average of 3.0% for the individual taxpayer.
- In June, Council heard an update on Drumheller's Brownfield Sites from Fire Chief Bill Bachynski. Council directed Administration to prepare a resolution for the Mayors' Caucus held in the spring at which time Councillor K. Bertamini made the presentation. Since that time AUMA has put together a PTMA Committee who has partnered with the AADMC and Minister of Environment with the sole purpose in establishing solutions for communities with brownfields in their area. CAO R. Romanetz has agreed to let his name stand on this Committee;
- Drumheller hosted AUMA's Board of Directors' Annual Offsite Meeting for three days in August 2010. A round of golf and dinner was held on August 25<sup>th</sup> for MLA's, the surrounding municipalities and the AUMA Board.
- On August 19<sup>th</sup>, Council debated the passing of a bylaw to set a nomination deposit fee of \$100. Bylaw 18.10 was defeated.
- On October 18<sup>th</sup>, the municipal election was held with Terry Yemen being elected Mayor, and Andrew Berdahl, Jay Garbutt, Lisa Hansen-Zacharuk, Sharel Shoff, Doug Stanford, and Tom Zariski being elected as Councillors; Council's Organizational Meeting was held on October 25<sup>th</sup>;
- Community Standards Bylaw was adopted by Council on November 8<sup>th</sup>. The new Community Standards Bylaw consolidated several bylaws into one for better management and interpretation.

### 2010 STRATEGIC BUSINESS PLAN

Adopted by Council on January 18<sup>th</sup> 2010 with reviews provided to Council on March 15<sup>th</sup>, July 19<sup>th</sup>, August 16<sup>th</sup>, and November 8<sup>th</sup>. R. Romanetz introduced the document to the new Council at their Orientation Session held on November 1<sup>st</sup>.

CORPORATE PRIORITIES (detailed review provided in the Strategic Business Plan):

- **Municipal Sustainability Plan** – Completed with the exception of having meetings with individual organizations to ensure that the objectives as identified in the MSP move forward.
- **New Tourism Strategy** – On February 7, 2011 the Consultants (Malone Given Parsons) will be in Drumheller to make a presentation to Council. The draft document will be presented to the public on February 8<sup>th</sup> with an opportunity for discussion. The tourism strategy includes a traffic component for the downtown core for the long term. Council asked to review the Transit Feasibility Study at a future Committee meeting.
- **Main Street Feasibility Role** – Final Report to the Town of Drumheller Council and the Municipal Heritage Partnership Program, with a list of inventoried sites and a review of the evaluation process by March 1, 2011.
- **Downtown Traffic Study** – Completed with the exception of signage.
- **Badlands Community Facility** – Dawson Wallace's Contract completion date is July 2011, with the opening of the building October 2011.
- **Post Secondary Institute** – MOUs in place with Campus Alberta, Hope Health Initiative and the Town of Drumheller to support and work towards specific post secondary education opportunities for the Town and region.
- **Council LapTops** – Council agendas, minutes, bylaws and policies are now online. Action Tracking templates are set up and being used.

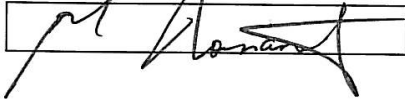
### OTHER WORK PRIORITIES

- **Waste Collection System** – Program commenced on July 5<sup>th</sup> with the majority of issues resolved. Contractor is fulfilling his requirements under the agreement. Complaints are to a minimum. The contractor may be purchasing a new truck that will be suitable for the tight areas in Midland and for the soft ground in the spring.
  - **Green Plan** – Town of Drumheller implemented a green strategy plan for Town residents with \$50 rebates for homeowners who replace high flow toilets; composters for sale at \$56; rain barrels for sale at \$46. Other green strategies include: street lighting LED reduced energy by 60%.
  - **Regional Water Projects** – Town's application for water supply from Cambria to East Coulee is still in the queue. Discussions ongoing to partner with Starland and Kneehill to supply water at the golf course and surrounding areas. Kneehill County signed the water supply agreement to Churchill Water Co-op on September 30<sup>th</sup>. Council directed Administration to review the Penitentiary Water Supply Agreement to set new rates.
  - **Regional Recycling Program** – Regional Recycling (cardboard and newsprint is now operational); retrofit to the existing recycling building; downtown recycling depot – relocated bins to the CNR property across from 7-11 store; and the area gravelled and fenced.
  - **Lobbying** – Meeting held with Ministers Luke Ouellette, Jack Hayden and Ray Danyluk expressing the importance of their support of regional water systems and the benefits to the users of the systems. Brownfields motion put forward at the Mayors' Caucus held in the spring, 2010.
- **Land Planning / Improvements / Meetings**
    - BCF Community Facility Civil Engineering (MPE Engineering)
    - BCF Project Team with GEC
    - BCF Design / Marketing
    - Several Land Use Amendment Bylaws
    - WTP / WWTP - Stantec
    - St. Anthony School Intersection
    - Ski Hill
    - Red Deer River Municipal User Group
    - Gordon Taylor Bridge
    - Evergreen - Carts
    - Alberta Transportation
    - AUC Hearing
    - Underground Tanks
    - Airport Hangar
    - Downtown Parking
    - Landfill Expansion / Regional Recycling
    - CN Rail Line
    - Hope Health Initiative
    - Community Transit Review
    - Various Legal Matters
  - **Seminars / Conferences / Workshops attended:**
    - Emerging Law Trends

## Agenda Item # 9.1

- Municipal Law Seminar
- Electoral Boundaries Public Hearing
- AUMA Regional Seminar
- Safety Codes
- Municipal Sustainability Initiatives Information Session
- Local Government Administrators Association
- Municipal Administrative Leadership
- Canadian Association of Municipal Administrators Annual Conference
- Federation of Canadian Municipalities Annual Conference
- AUMA Convention
- **Committees**
  - AUMA representative to Alberta Water and Wastewater Certification Board
  - Citizen Advisory Committee for the Drumheller Institution
  - Executive Board - Palliser Regional Municipal Services
  - Red Deer River Municipal Users Group Task Force
- **Personnel:**
  - 2010 Performance Evaluations to be completed March 31<sup>st</sup>.

CAO:





# DRUMHELLER

## INFRASTRUCTURE SERVICES



### 2010 Infrastructure Annual Report

Name :	Allan Kendrick Director of Infrastructure Services	Year:	2010
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#### Human Resources:

- Assistant Mechanic position filled
- Seasonal hires / layoffs for Parks and Trails
- Hired one additional seasonal Facilities personnel
- Staff Training :     Arena Courses  
                              Pesticide Applicators – training for credit for license retention  
                              Water and Wastewater Conference  
                              Developing work procedures

#### Facilities:

- Arena seasonal start up / shut down / programming
- Council Chambers carpet install
- Public Works Shop A flooring replacement (office)
- Airport runway light repairs
- Safety Audit and follow up action plan
- Lifting device inspections
- Facilities HVAC maintenance
- Building janitorial retendered
- Facilities roof inspections and repairs
- Seasonal ball diamond maintenance and repairs
- Arena interior painting
- Installed new lino in the Arena lounge
- Retiled outdoor pool deck
- Aquaplex pool turnaround
- Repainted airport terminal and garage exterior
- Airport None Directional Beacon repair and runway light transformer change out program initiated
- Installed solar panels for irrigation controllers
- Outdoor rink repairs and seasonal preparation
- Winterize outdoor washrooms
- Outdoor pool start up and shut down
- Sandstone Manor deficiencies
- Communication / Radio Upgrades
- Building fire alarm inspections
- Janitorial purchases – building and parks

#### Water:

- Annual reports
- Water breaks (9)
- Meter reading / meter installs (26 new installs)
- TWACS repairs (658 meter work orders)
- Cast iron waterline replacement
- Commercial meter inventory
- Service installs
- Cleaning of WTP clearwell, Greentree Tower, and River Intake (Divers)
- Mainline waterline flushing
- Videoed the main transmission line
- Hydrant repairs
- Initiated pilot program for reading water meters
- Locates (773 utility locates)
- Revised pump sizing and control on potassium permanganate feed system to optimize dosages and reaction times at the new location in the Low Lift Pumphouse
- Hosted a Regional meeting with all water purveyor attached to our water system and also including the Local Health Authority, Alberta Environment Drinking Water Specialists and our Operational Staff
- Set up additional Manganese monitoring locations as well as jar test procedures, working in conjunction with Alberta Environment Drinking Water specialists

### **Wastewater:**

- Created sewer flushing maps
- Camera various problematic sewer lines
- Monthly flushing of problem lines
- 19<sup>th</sup> Street Lift Station upgrade complete (some warranty issues to be resolved)
- WWTP Upgrade nearing completion (portions requiring final commissioning and deficiencies outstanding)
- Misc sewer line repairs
- Hydrovac at WWTP for Graham Construction (Approx 3 weeks)
- Yearly sewer line flushing
- Lined 5 sewer lines
- Cleaned upper lagoon at WWTP
- Prepared new clarifiers for tarps at WWTP
- Ordered material to set a trial use of Bio Filters in areas where odour complaints have been received on an ongoing basis (2 locations for 2011)

### **Operations:**

- 2010 Mosquito control program
- Dug graves and cremains
- Installation and removal of Christmas decorations
- Preparation of Passion Play site for Olympic Torch Run
- Refuse pickup and washroom cleaning
- Decorative light repair
- Tree pruning
- Trip hazard review, remediation, concrete milling for same
- Suspension Bridge repairs as per inspection report
- Spring Cleanup
- Solar panel program for irrigation controllers

- Walking trails maintenance c/w new signage to Tyrell Museum
- Demolition of properties on 1<sup>st</sup> Street W
- Park and ball diamond maintenance
- Irrigation start up / maintenance / installs / blowouts
- Weed control (chemical control)
- Animal control
- Solid Waste Collection Cart program planning, implementation, and ongoing updates
- Fuel tank inspections and monitoring
- Relocated fireworks site
- Seasonal tree planting program
- John Anderson diamond fence removal, tree removal
- Hauled in topsoil from Barcomp site
- Annual playground inspections
- Dutch Elm Disease annual monitoring program

### **Roads**

- Seasonal crack filling
- Snow and ice control
- Steaming catch basins
- Seasonal line painting
- Pothole patching
- Street sweeping
- SIP schedule B
- Annual sidewalk inspections
- SIP schedule A
- Hill and lane gravelling and grading
- Replaced strip decking on Bridge # 9
- Dust control (calcium chloride)
- Seasonal sidewalk deflection milling
- Downtown parking layout, sandblasting, and line painting
- Road permits – 223 issued in 2010
- Constructed a parking pad and drive thru for the recycling trailers
- Extended drainage culvert in Cambria c/w landscaping
- Sign maintenance repair and replacement
- Installed new storm sewer line in Midland to accommodate excess water from Fossil World Discovery Centre
- Misc concrete repairs outside of SIP program
- Extended walking trail paving at Tyrell
- Fall storm sewer flushing
- Seasonal ditch grading
- Built base for cemetery paving extension
- Flushed culverts
- Trimmed alley trees for refuse truck
- Mud jacked misc. sidewalks

### **Equipment:**

- Order, install, and commissioning of Nacmine genset
- Repair East Coulee RBC gear drive

- Seasonal lawn equipment preparation and maintenance
- Seasonal maintenance and preparation of chainsaws, gensets, and pumps
- Tri-annual checks of gensets
- Ongoing routine maintenance on 200+ vehicles and pieces of equipment
- Replaced Hydrovac fans
- Maintenance on VBS buses
- Maintenance on Solid Waste vehicles and equipment
- Tendered, and purchased Hydrovac, loader backhoe, and ride on mower

### **Land / Developments / Agreements / Projects:**

- Site preparation / planning for Community Facility
- Construction of three new parking lots
- 2010 SIP
- 19<sup>th</sup> Street Upgrade
- WWTP Upgrade
- Huntington playground phase II, concrete pad
- Changes to downtown parking
- Implementation of New Solid Waste Collection contracts

### **Budget Performance:**

- Operational budget 92% used effective December 31, 2010 pending final adjustments to expense posting and inventory

### **Special Events:**

- Olympic Torch Run
- July 1<sup>st</sup> Celebrations
- Annual MS Walk
- High School Grad at Arena
- Community Services Drive In Movie
- Motorcycle Madness
- AUMA Conference
- Community Facility sod turning
- Remembrance Day
- Provincial Ball Tournament – Newcastle Beach
- Military Training Exercise at Airport

Director: \_\_\_\_\_

(Signature)

CAO: \_\_\_\_\_

(Signature)



# DRUMHELLER

## CORPORATE SERVICES



### 2010 Annual Report

<b>Name:</b>	Michael Roy Director of Corporate Services
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#### Accounting and Finance

- Debenture drawn for Wastewater Treatment Plant upgrade project and Badlands Community Facility
- Tangible Capital Asset project completed (TCA)

#### Administration

- Conducted the October 18 elections, we were fully staffed with 50 individuals.
- Meeting with Kneehill County regarding water supply agreement, which has resulted in the agreement being finalized and signed off by both parties.
- IT RFP issued and awarded

#### Health and Safety/Risk Management

- Bill Bachynski has assumed the responsibilities of ensuring that the program remains on track
- Internal audit conducted with the Town receiving a passing score. 2011 will require an external audit be conducted for the Town.

#### Communications


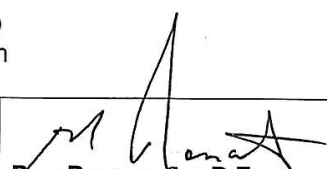
- New Website launched

#### Human Resources

- Enforcement of accrued vacation pay policy is ongoing. Only 1 employee was in non-compliance with the policy as of December 31, 2010. The employee's supervisor is rectifying this non-compliance in January 2011. Only 4 employees are carrying up to 5 days in excess of their annual entitlement, which is allowed for under current policy. All other employees are below their annual entitlement as of December 31, 2010.

#### Information Technology

- ICompass's CivicWeb
  - o Action tracking – installed
  - o FilePro updated with search ability integrated into the Town's website
- Thin-clients installed in the organization
- Redundant site being setup at Public Works Shop
- iCity (financial software) updated to latest version

<b>Director:</b>	 Michael Roy	<b>CAO:</b>	 Ray Romanetz, P.Eng.
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# DRUMHELLER

## COMMUNITY SERVICES



### 2010 Year in Review – Highlights

Paul Salvatore, Director

#### FCSS

- ♦ **Seniors Program** 2010 saw several changes to the staff delivering the Seniors Services Program, which shifted the focus of the program to some new areas. The core services for Seniors has not changed considerably, however several enhancements were introduced, which will apply in 2011.
  - Of note is the establishment of a volunteer tax preparation service (in partnership with local accounting firms and Canada Revenue Agency)
  - The seniors coordinator has also developed a strong working relationship with the Pioneer Trail – Seniors Drop-in Centre, the Drumheller Seniors Foundation and contacts within the health and community support system within the Community.
- ♦ **Community Building Initiative** – the CBI program managed to be instrumental in the implementation of a new Youth Justice Committee as well as the completion of several key grant applications (Safe Communities Innovations Fund) and support to the Before and After School Care program. The Drumheller CBI program was recently identified as the model for the delivery of such programs in Central Alberta –where the focus on “facilitating” community involvement and capacity building is clearly accepted as the best approach to community development within the province.
- ♦ **Before & After School Care Program** – continues to operate in partnership with Greentree School – and is fully subscribed for 19 children.
- ♦ **Volunteer Appreciation Week** – the Community Services team introduced a volunteer fair in conjunction with Volunteer Week (April each year) in late 2010 work commenced on a Community Volunteer website which is currently under construction.
- ♦ **Family Resource Worker Program** – the Town’s partnership with Golden Hills and Christ the Redeemer School divisions continues to support in school counselling and referral to a range of programming for children and young people within the school environment. Programs vary from year to year depending on the emergent needs of the school population.
- ♦ **Parent Link** – the Golden Prairie Parent Link operates a center in the Civic Centre in Drumheller – where space is supported for the coordinator and the programs by the Town.
- ♦ **Activity Guide** – The Town partners with the Drumheller and District Further Education Council to produce and distribute the guide in late August and early January. Work was done in

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2010 to evaluate the format of the Activity Guide – and a goal in 2011 will be to re-organize the guide as a comprehensive publication for local events, courses and activities more seamlessly with Drumheller Further Education – as a full-colour, cost recovery project (through the sales of advertising). The guide will have to evolve to reflect the increased range of programming that will be possible as we drawn closer to the opening of the Badlands Community Facility.

- ♦ **Volunteer Development** – in March 2010 Drumheller hosted an ACE (Active / Creative and Engaged) Community workshop in East Coulee, which has led to a number of positive developments including the development of [www.volunteerdrumheller.com](http://www.volunteerdrumheller.com) website. Once \* launched, the site will provide connections to community members interested in volunteering and increasing their skills and level of success with various volunteer groups in Drumheller.

### Recreation

- ♦ **Aquaplex** – Revenues at the Aquaplex were down compared to 2009 as a result of weather and moderate decreases in tourist traffic in peak season. The outdoor pool opened behind schedule (late June) due to some breaks that occurred within the pool's filtration system.
- ♦ Pool user fees were increased (Spring) to reflect passes were increased effective May 18. School lessons were delivered to several area schools including Greentree, St. Anthony's, Hussar and Delia. Community lessons were given throughout July and August – special holiday lessons were also introduced in December 2010. Staffing levels were well maintained and we have managed to be able to attract staff when necessary.
- ♦ **Arena** – An ice allocation meeting took place in June and a master schedule was in place for September. Hockey Schools and Figure Skating Camps commenced in August (this reduced our facility operation by 2 weeks and the associated costs). During the Fall, we attempted to rent early morning weekday ice to groups – with limited success.
- ♦ **Civic Center** – Operations continue as normal, the Ambulance Association moved into the "caged area" – to serve as their office.
- ♦ **Summer Fun** – New program coordinators (3) for the program ran the program with very good reviews from parents and the children participating in the program.
- ♦ **July 1<sup>st</sup> Celebration** – Due to construction the festivities were held in Centennial Park (in proximity to the fountain) and downtown. Feedback on the event was extremely positive and preparations for the 2011 festivities are underway.
- ♦ **Sports, Recreation and Culture Expo** – Our first "Expo" was held at Dinosaur Downs in September. The event was so popular we will be hosting another "Expo" on March 10, 2011 to support Spring and Summer Activities.
- ♦ **Mayor's Volunteer Social** – over 165 Town of Drumheller volunteers attended the Mayor's Volunteer Recognition Social. Highlights included presentations from the Atlas Coal Mine (related to their Centennial Year).
- ♦ **Completion of the Huntington Hills Sports Court Project**

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### Community Enforcement

- ♦ The introduction and adoption of the Community Standards Bylaw and full implementation of the program management information system (Report Exec) were significant steps toward achieving Council's enforcement priorities in 2010. Additional collaboration with the Humane Society led to discussion on future joint ventures including cat registration and the development of a kennel for discussion by Council in 2011. The annual statistics are attached.
- ♦ The Town's focus on service delivery in Community Enforcement includes an engagement protocol that:
  - Informs
  - Educates (and)
  - Enforces

A wide range of property protection, regulation and safety priorities for the Town with a respectful and professional approach to all community members.

In 2011, our staff will review proposed changes to the Animal Control Bylaw and Taxi Regulations (and other municipal bylaws) to ensure that our citizens are receiving an appropriate and effective delivery of these services.

### Economic Development and Tourism

- ♦ The Town partnered with the Chamber of Commerce and the Tyrrell Museum – and was successful in securing funding for "consortium" funding of various advertising activities in 2010.
- ♦ A major focus in 2010 has been the initiation and completion of the Tourism Master Plan – the final document will be released in February, 2011.

### Development and Planning

- ♦ Cindy Woods, Development Officer (report attached).

### Badlands Community Facility – Operations

- ♦ A business manager was hired in October, Development of Operating Principles, Facility comparisons, fee schedules and collaboration with the Steering Committee and subcommittees has been ongoing.

### Director's Office

- ♦ Badlands Community Community Facility – Staff Resource
- ♦ Liaison with Communities in Bloom
- ♦ Liaison for Village on a Diet – Short List for community site selection
- ♦ Bylaw Policy Review and Program Updates
- ♦ Municipal Planning Commission and Subdivision Appeal Board – Staff Resource
- ♦ Risk Management – Committee Member
- ♦ Participated in review of Safety Codes contract

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## Agenda Item # 9.4

- \* Final course for NACLAA II (Municipal Management Advanced Certificate) in progress
- \* Attended Heritage Symposium and finalized Grant for Heritage Inventory
- \* Risk Management/Safety Committee.
- \* Policing Committee – Staff Resource
- \* Presentations to Rotary Club and Council's Volunteer Appreciation.

Director:



CAO:



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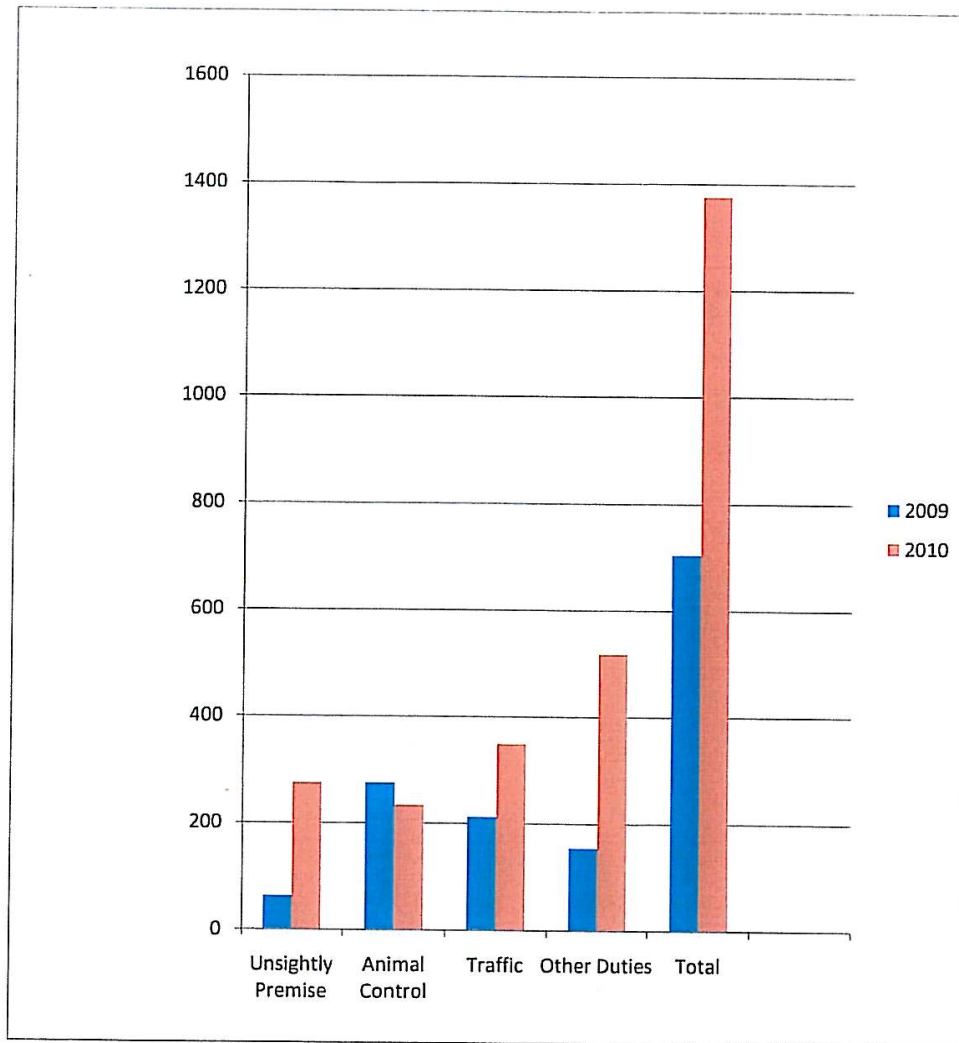
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## Agenda Item # 9.4

2010 Community Enforcement Core Focus Report



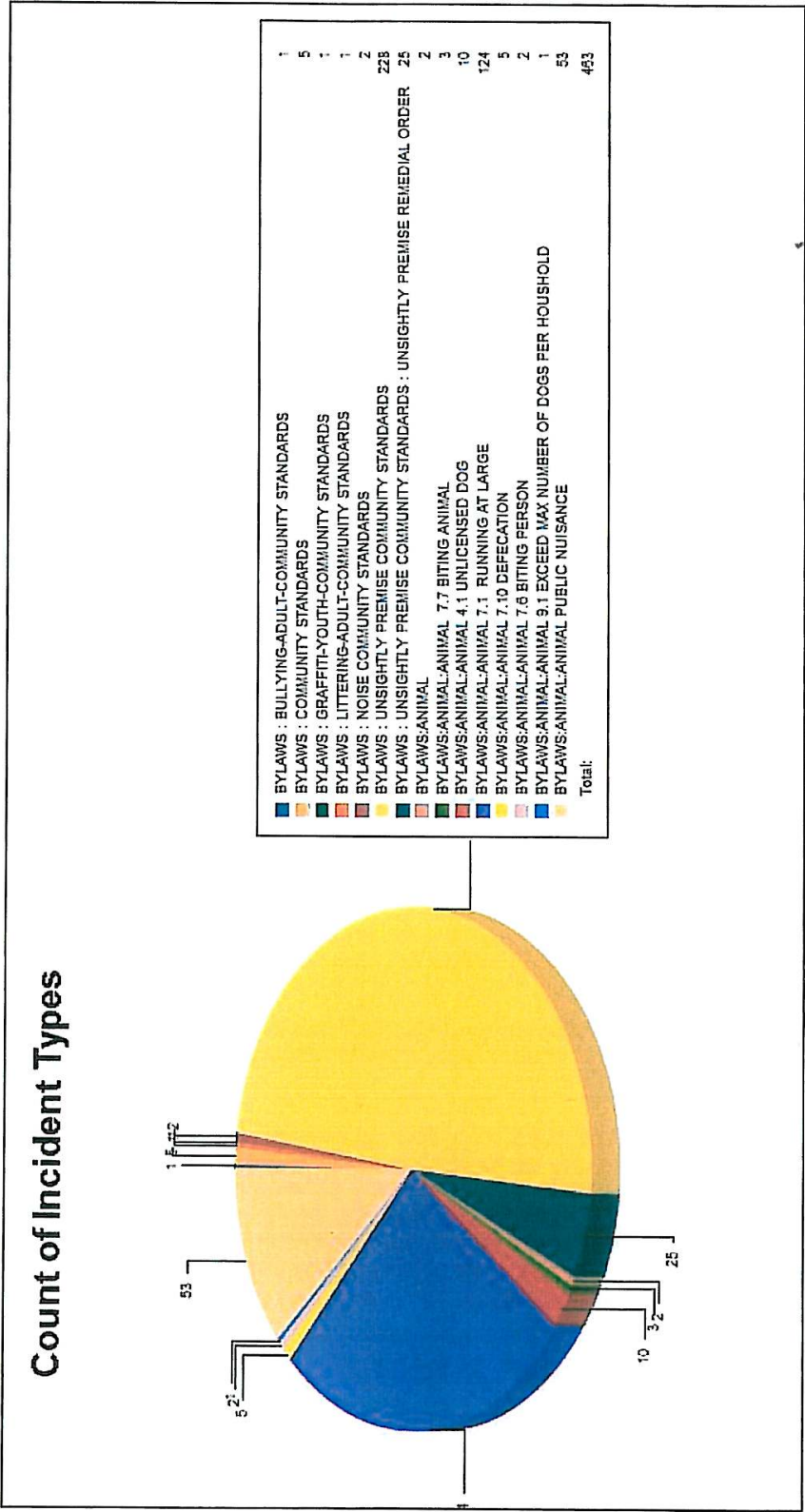
2010 Total Incidents – 1376

2009 Total Incidents - 704

Town of Drumheller  
2010 Community Enforcement Yearly Report

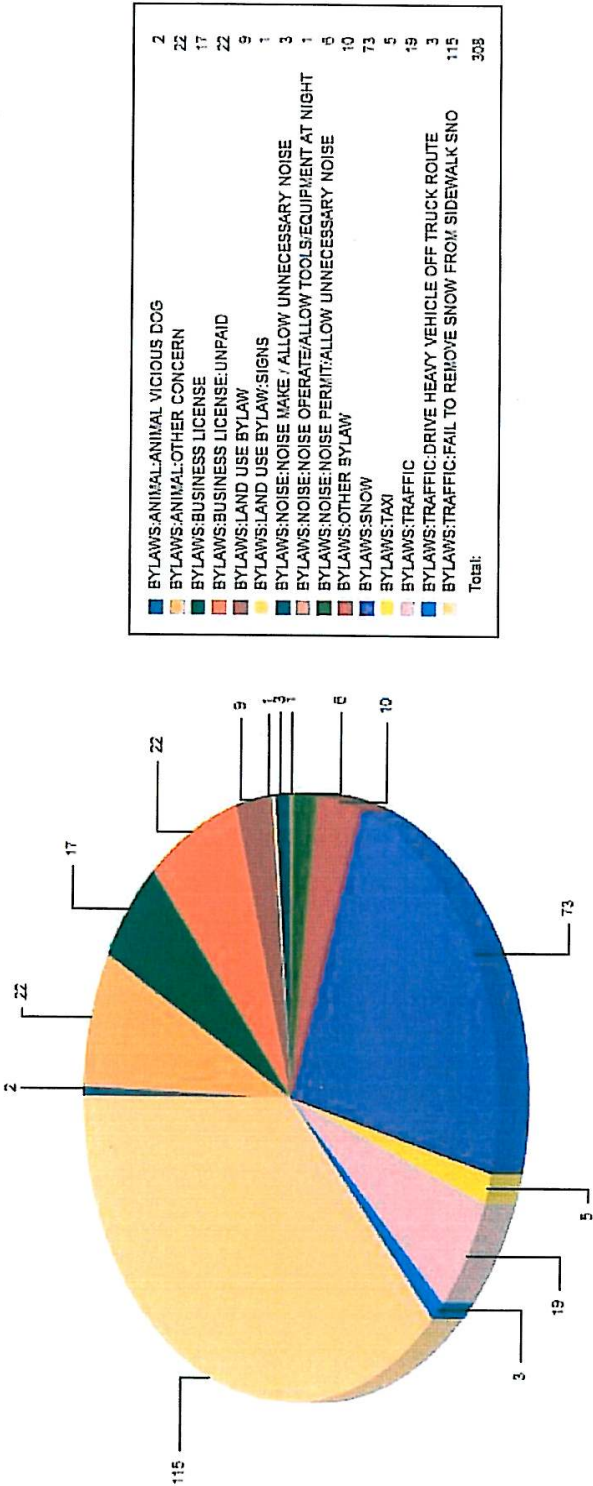
Statistics from: 1/1/2010 12:00:00AM to 12/31/2010 11:59:00PM

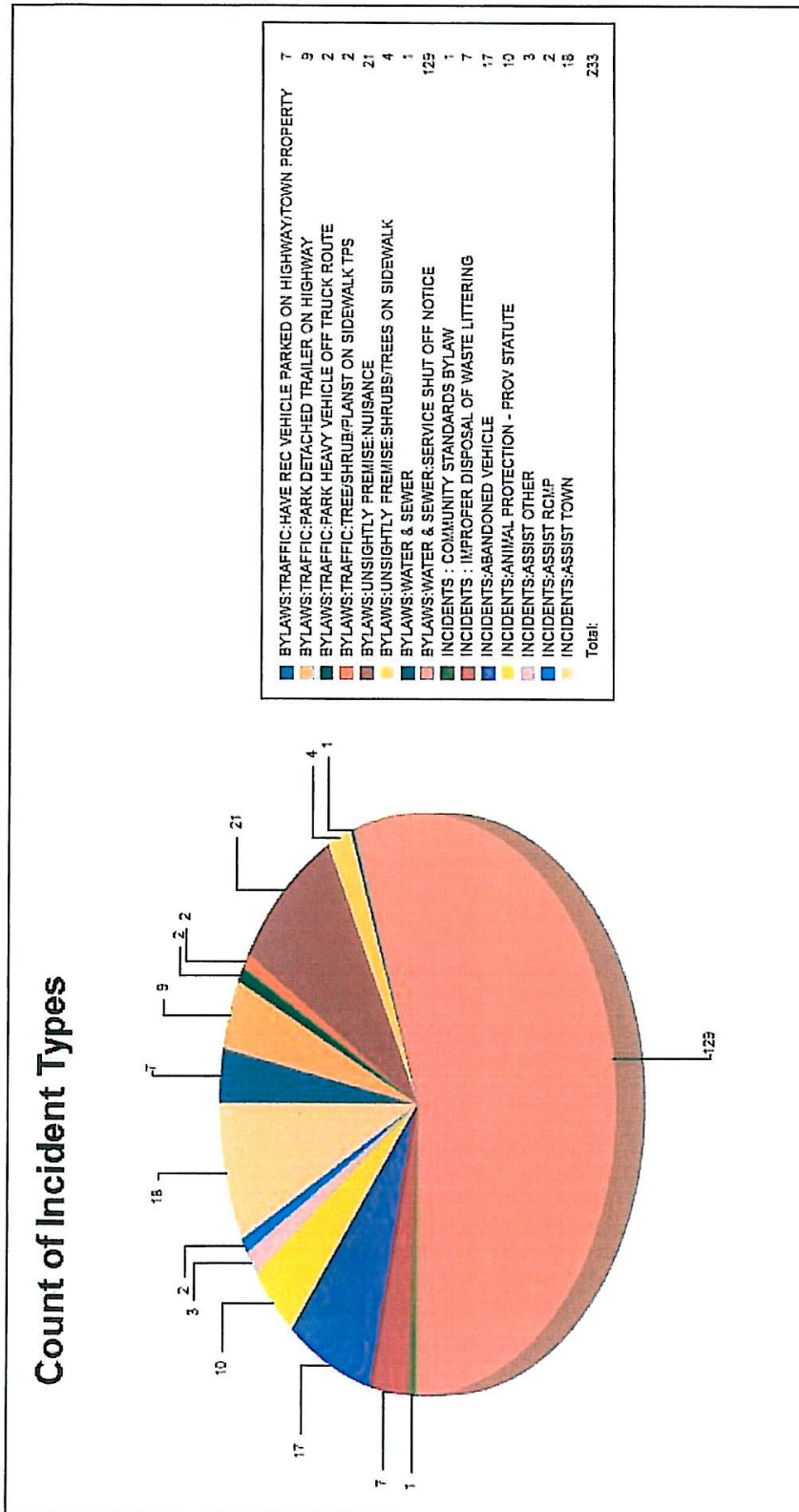
Case Report



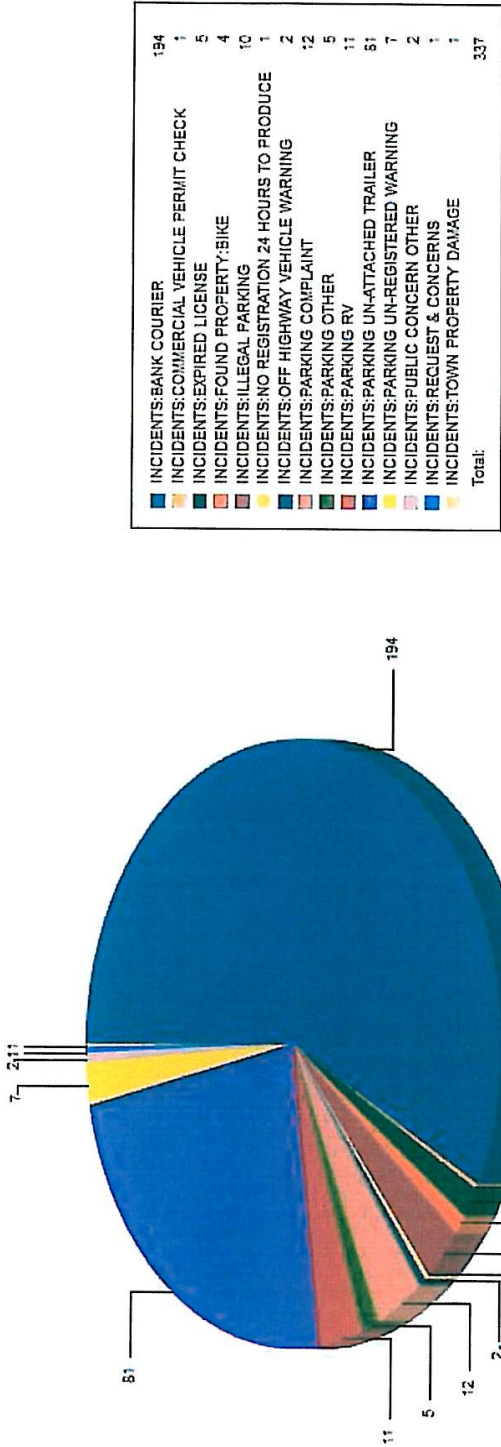
Report Exec c (2011)

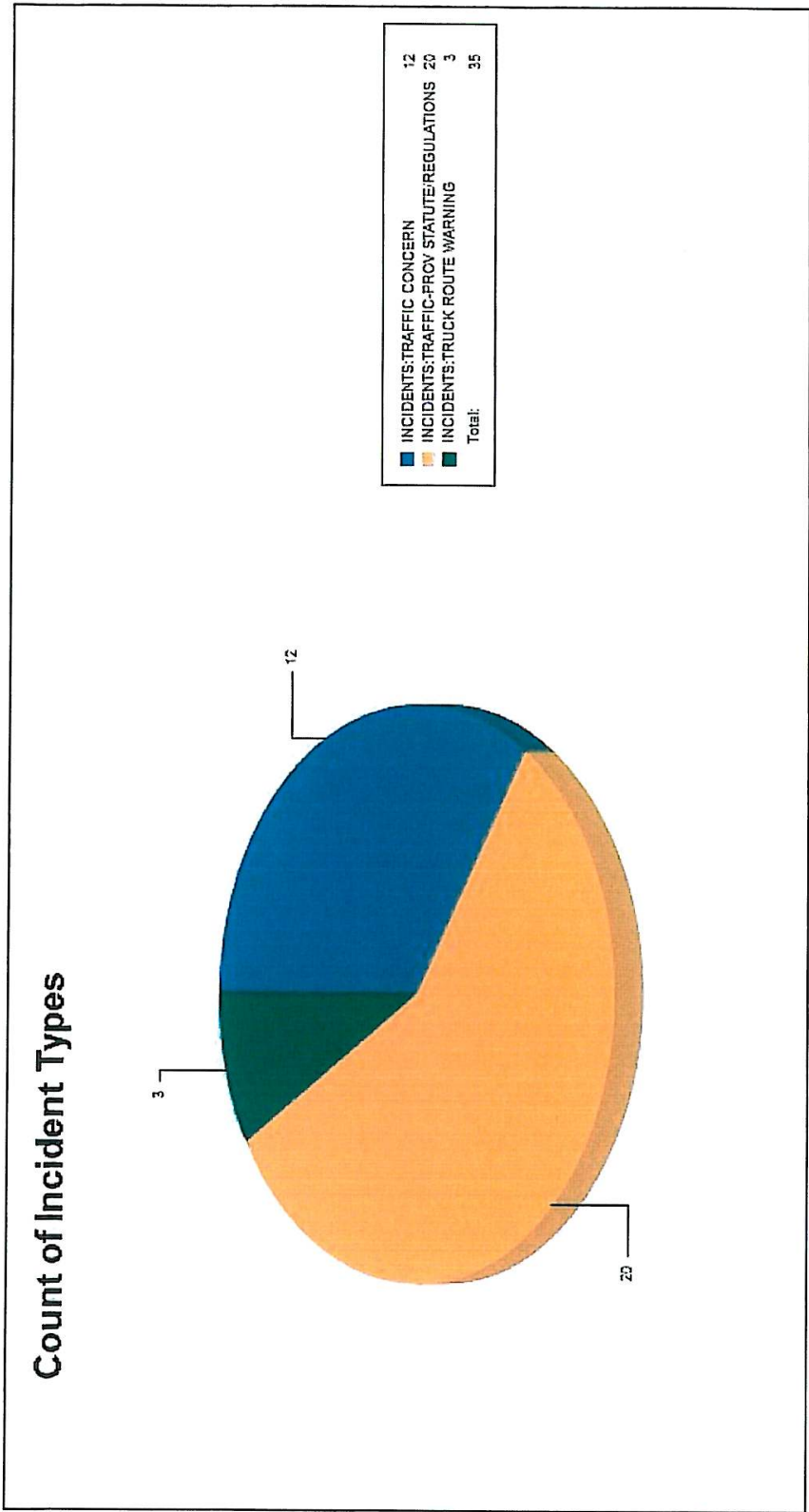
Count of Incident Types





Count of Incident Types





## Agenda Item # 9.4

10: 5

10X: 2

576: 3

838: 3

9: 4

BANKVIEW: 136

DOWNTOWN (CENTRAL): 162

DRUMHELLER (Transition zones): 425

DRUMHELLER (INDUSTRIAL): 16

CAMBRIA: 7

EAST COULEE: 44

GREENTREE: 49

HUNTINGTON HILLS: 64

LEHIGH: 5

MIDLAND: 60

NACMINE: 118

NEWCASTLE: 108

NORTH DRUMHELLER: 60

RIVERSIDE: 63

ROSEDALE: 36

WILLOW POINT: 4

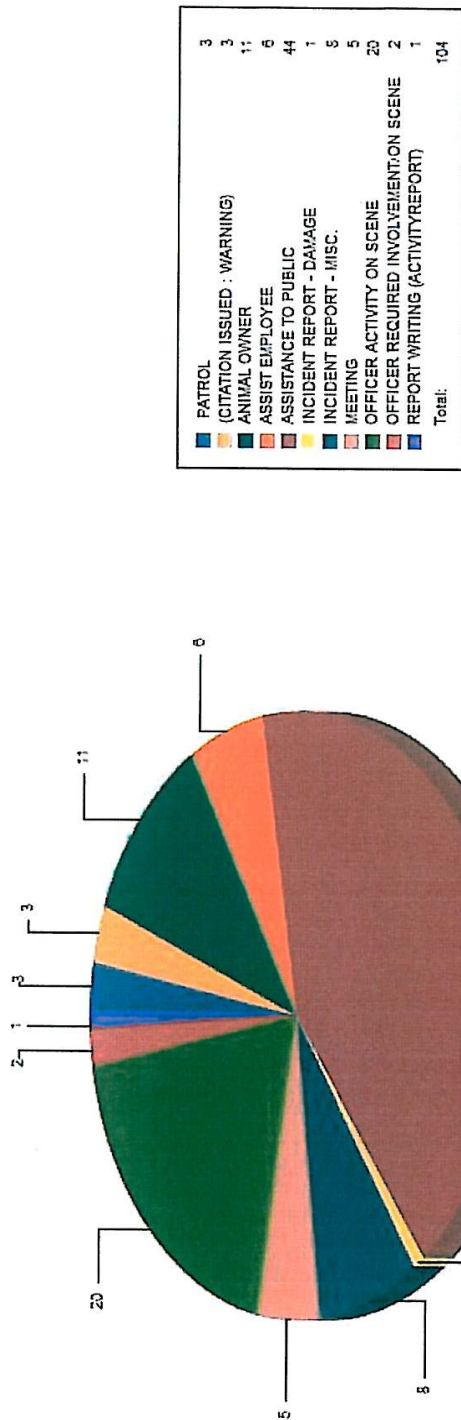
WAYNE: 2

Grand Total: 100.00% Total # of Incident Types Reported: 1,376

Report Exec c (2011)

Field Interview (Phone calls/ on scene requests)

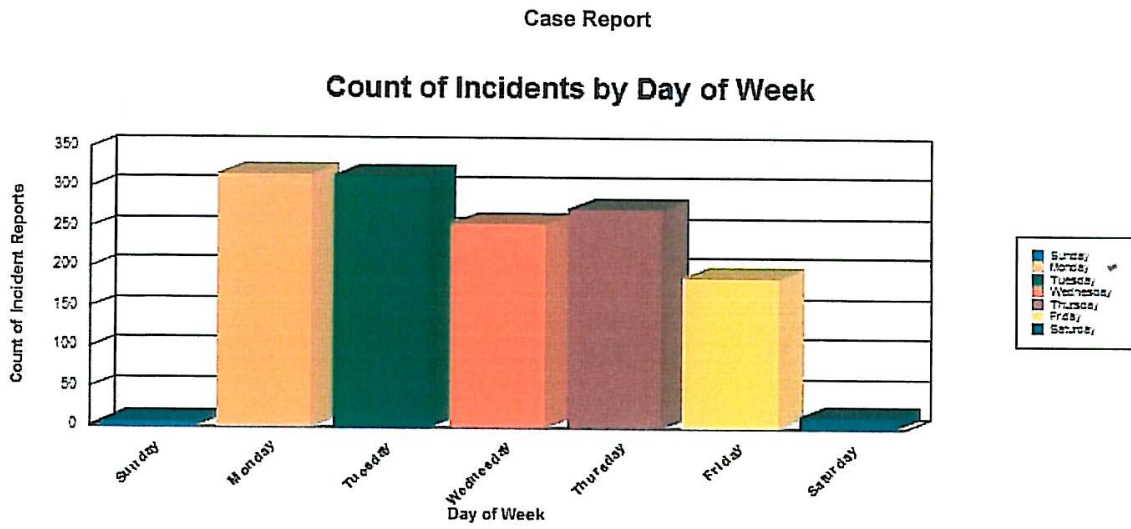
Count of Activity Types



Grand Total: 7.03% Total # of Activity Types Reported: 104

Report Exec c (2011)

## Agenda Item # 9.4



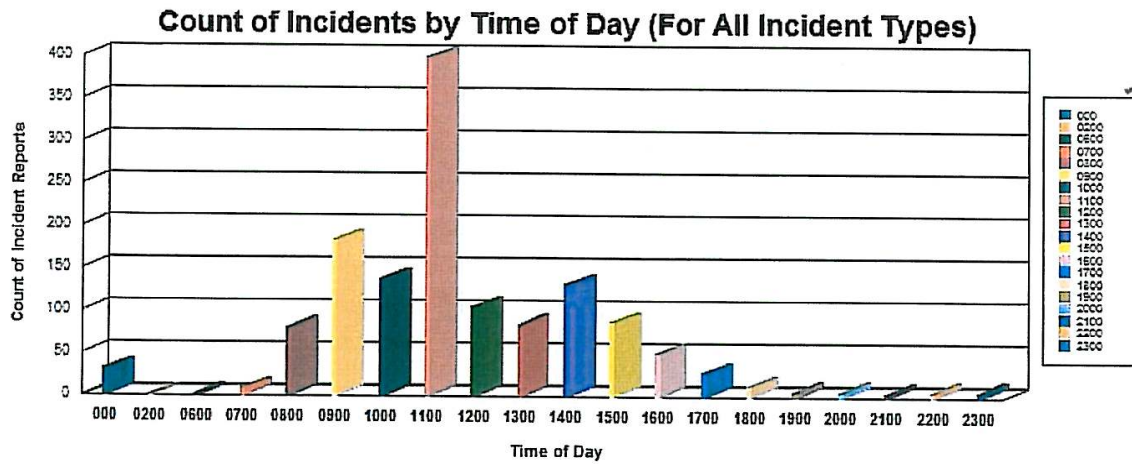
Total Number of Incident Types: 1,376

Report Exec c(2011)

## Agenda Item # 9.4

Statistics from: 1/1/2010 12:00:00AM to 12/31/2010 11:59:00PM

### Case Report

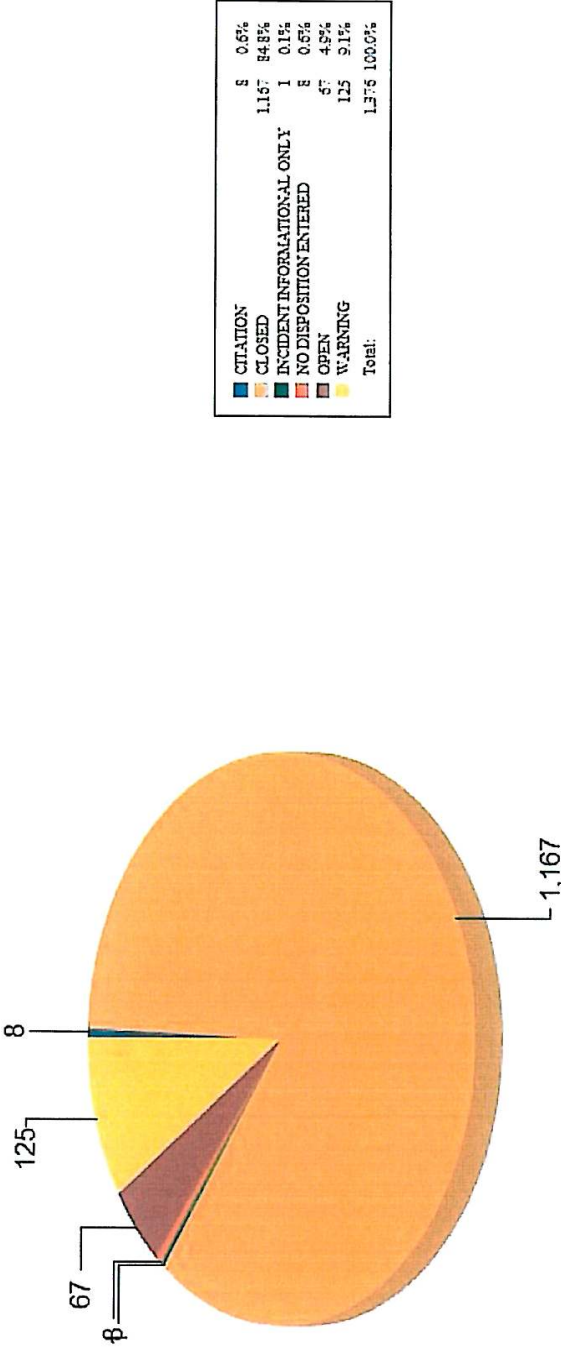


Report Exec c(2011)

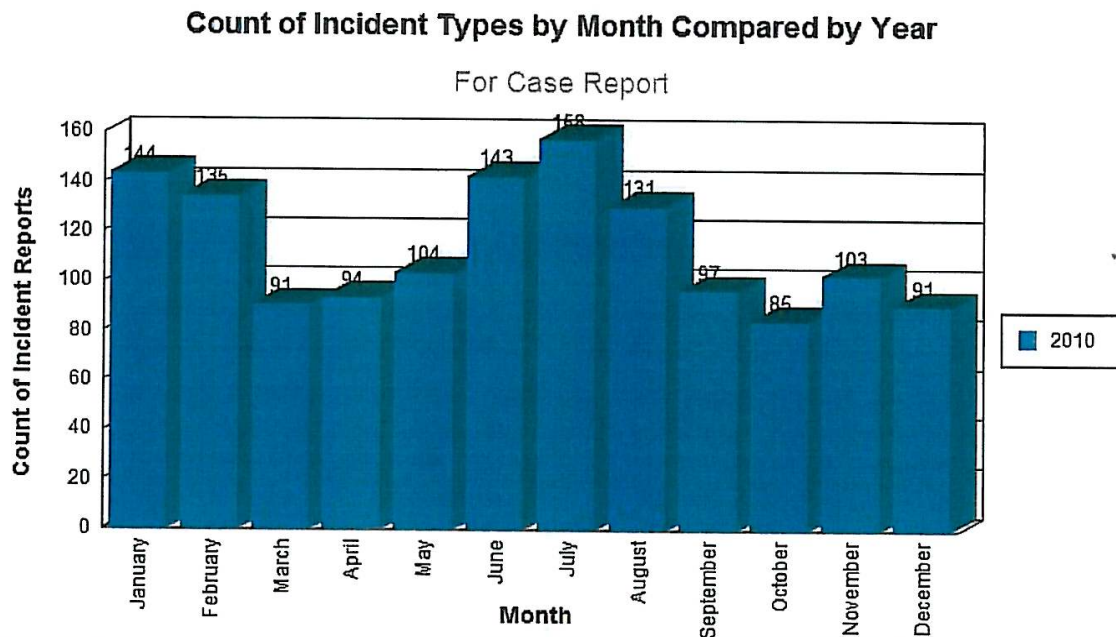
Statistics from: 1/1/2010 12:00:00AM to 12/31/2010 11:59:00PM

Report By Disposition Listing

Disposition Type Counts



Grand Total: 100.00%  
Total # of Incident Types Reported: 1,376



Total Count of Reports (January): 144

Total Count of Reports (February): 135

Total Count of Reports (March): 91

Total Count of Reports (April): 94

Total Count of Reports (May): 104

Total Count of Reports (June): 143

Total Count of Reports (July): 158

Total Count of Reports (August): 131

Total Count of Reports (September): 97

Total Count of Reports (October): 85

Total Count of Reports (November): 103

Total Count of Reports (December): 91

2010

Total Count of Reports: 1,376

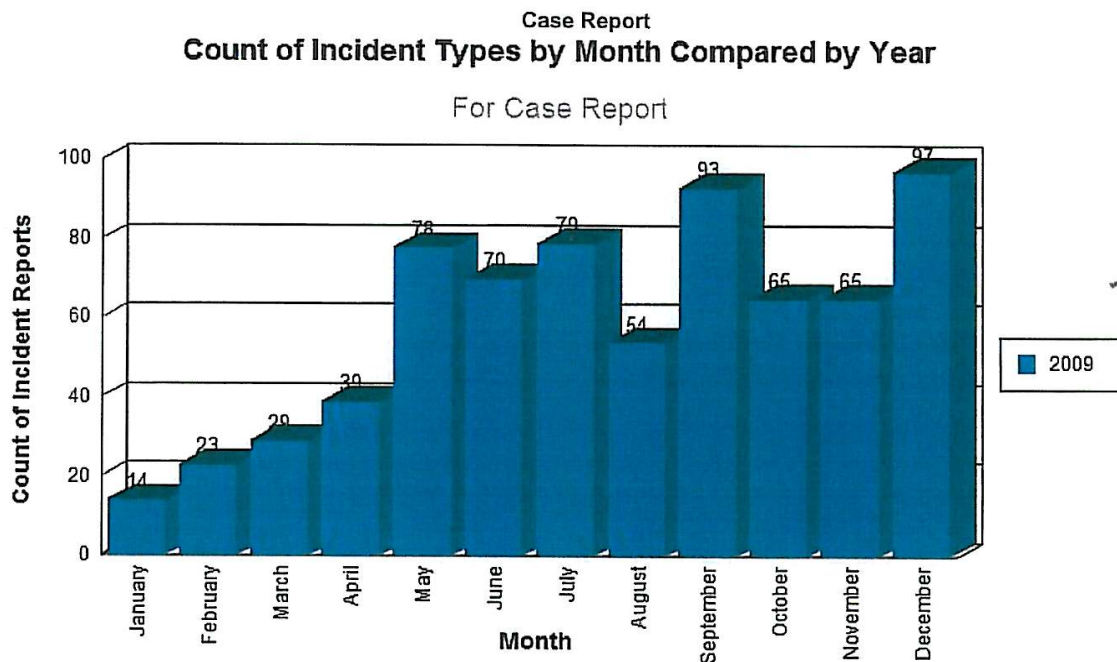
2010

Report Totals

Total Number of Incident Types: 1,376

Report Exec c

(2011)



Total Count of Reports (January): 14

Total Count of Reports (February): 23

Total Count of Reports (March): 29

Total Count of Reports (April): 39

Total Count of Reports (May): 78

Total Count of Reports (June): 70

Total Count of Reports (July): 79

Total Count of Reports (August): 54

Total Count of Reports (September): 93

Total Count of Reports (October): 65

Total Count of Reports (November): 65

Total Count of Reports (December): 97

**2009**

Total Count of Reports: 706

**2009**

**Report Totals**

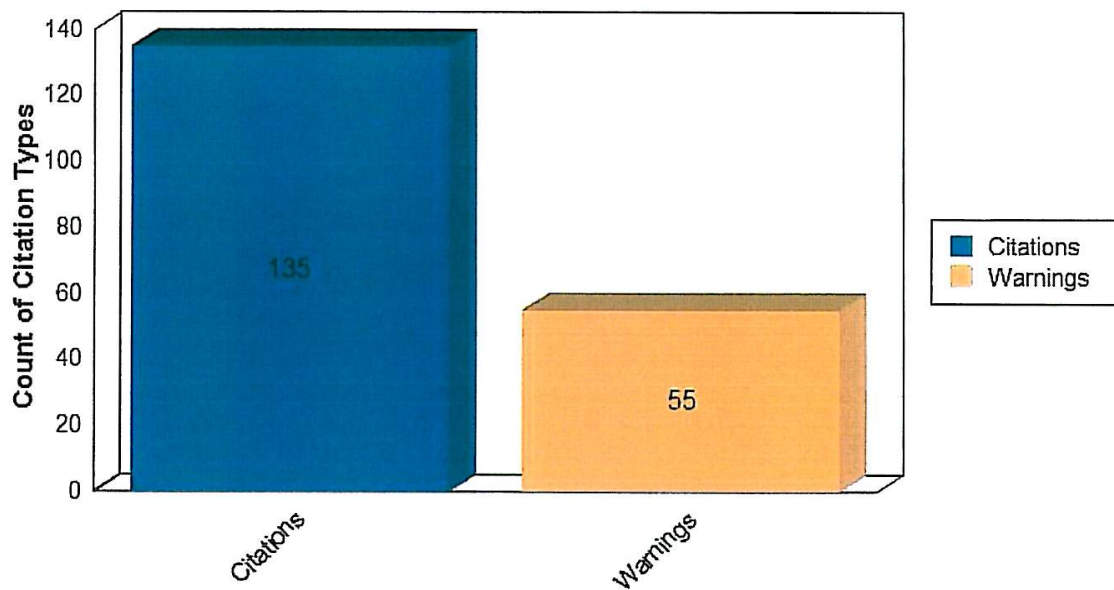
**Total Number of Incident Types: 706**

Report Exec c

(2011)

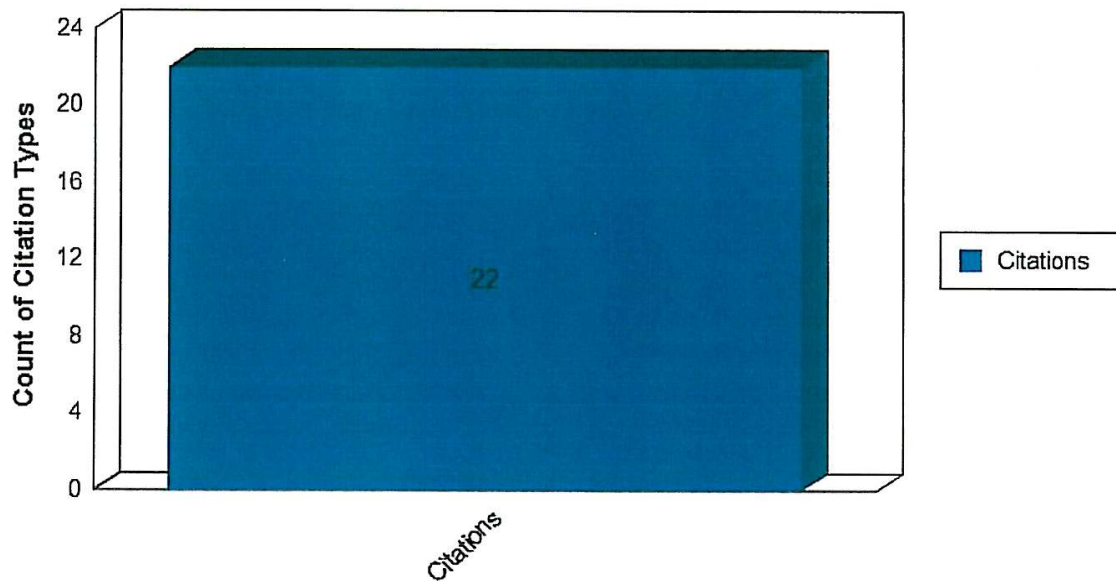
## Comparison of Citations and Warnings 2010

Citations vs Warnings



## Comparison of Citations and Warnings 2009

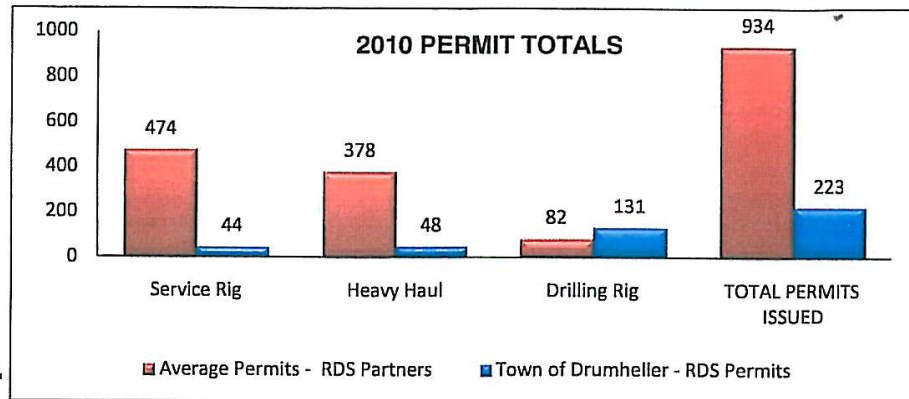
### Citations vs Warnings





## TOWN OF DRUMHELLER

The following chart shows total permit requests for your Municipality compared to the average number of permits processed for ALL 32 RDS Partnered Municipalities.



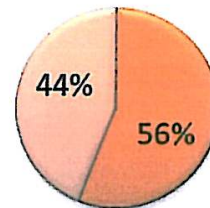
### General Permit Information

#### DID YOU KNOW

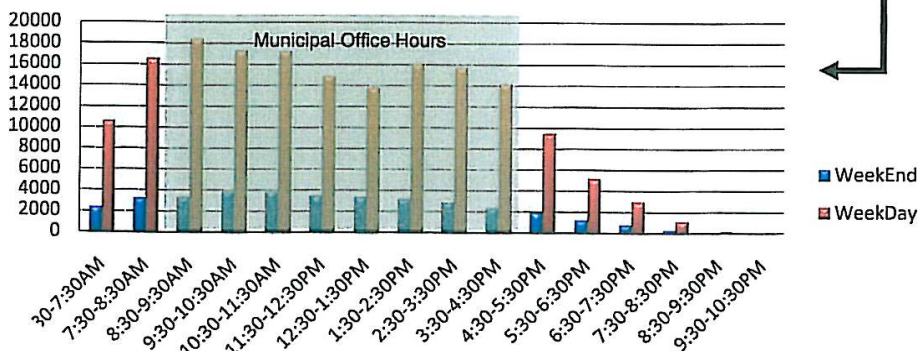
- 44% of Permits are obtained After Hours, Weekends and on Statutory Holidays.
- The greater the availability of obtaining permit approvals, the greater the compliance by industry.
- The chart below shows average daily volume. 100% of applications on Weekends and Statutory Holidays are considered "After Hours".

#### Municipal Office Hours

Week Day 8:30 to 4:30 After Hours



#### Hourly Permits 2006 to 2010



#### HAVE A LOOK

The chart indicates the volume of permits per hour issued to Industry. Data was collected for all Municipalities from 2006 to 2010.

Industry does not stop working when you close your office; 24/7 service, improves compliance!!!