

Town of Drumheller COUNCIL MEETING AGENDA

May 6, 2013 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

3-11 5.1.1 Regular Council Meeting Minutes of April 22, 2013

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

12-13 8.1.1 Bylaw 10.13 being a bylaw to authorize the 2013 rates of taxation to be levied against assessable property (third reading)

14-15 8.1.2 RFD - Appointment to the Municipal Planning Commission

8.1. CAO

- 16-17 8.1.3 RFD - Appointment to the Drumheller Public Library Board
- 8.1.4 Information - Energy Aggregation Program

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

- 18-20 9.1 CAO's Quarterly Report to March 2013
- 21-25 9.2 Director of Infrastructure Services' Quarterly Report to March, 2013
- 26-30 9.3 Director of Corporate Services' Quarterly Report to March 2013
- 31-36 9.4 Director of Community Services' Quarterly Report to March, 2013

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**

April 22, 2013 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

ACTING DIRECTOR OF CORPORATE SERVICES:

Bill Wulff

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

RECORDING SECRETARY:

Corinne Macdonald

1.0 CALL TO ORDER - 4:30

2.0 MAYOR'S OPENING REMARK

- 2.1 Mayor T. Yemen proclaimed April 29th to May 3rd as Alberta Works Week in the Town of Drumheller.

3.0 PUBLIC HEARING

- 3.1 Purpose of the Public Hearing is to consider Bylaw 08-13, which amends Land Use Bylaw No. 10.08 by designating a portion of the S 1/2-28-28-19-W4M from "UT" - Urban Transitional District to "SCR" - Suburb Community Residential District
Mayor Terry Yemen called the Public Hearing to order at 4:31PM. Brad Wiebe, from Palliser Regional Municipal Services, provided information on the amendment. He noted that Bylaw 08.13 was presented at a previous Council meeting, March 25, 2013, the

reclassification on this land did not go through at that time. There were concerns raised about the existing rental developments on this parcel of land and how they were going to be handled. He presented a letter from William Hunter, Land Surveyor, advising that all tenants have been offered a first right to purchase their lots. He also noted a letter, dated March 11, 2013, signed by the five renters that have existing developments supporting the reclassification. B. Wiebe advised that the land use change of these 10 lots matches what was proposed in the Aerial Structure Plan.

Mayor Yemen asked if there were any written submissions received. There were no written submissions.

Mayor Yemen asked Council if they had any questions or comments. There were no questions or comments from Council.

Mayor Yemen asked if there was anyone who wished to speak in favor or against the proposal. There were no speakers in attendance.

Mayor T. Yemen closed the Public Hearing at 4:50 PM.

3.2 Purpose of the Public Hearing is to consider Bylaw 07.13, which amends Land Use Bylaw No. 10.08 by designating Plan 7251 CK, Block 49A, Lots A to G from "UT" - Urban Transitional District to "M-1" - Light Industrial District

Mayor T. Yemen opened the Public Hearing at 4:50 PM.

Brad Wiebe, from Palliser Regional Municipal Services, provided information on the amendment. He advised that the purpose of the land change is to allow for more permanent development to occur in this area. The existing land use of the parcels includes open storage of equipment and vehicles, temporary or moveable buildings and vacant land to the west. The surrounding land uses include signal detached dwellings to the north along 3rd Avenue West, south is the CN Rail property and other medium industrial land uses. East of the proposed amendment includes other industrial storage and commercial use, New & Used Superstore and a small Mobile Home Park. Fourth Avenue West provides access to the parcels and is currently developed as a graveled lane. It also provides rear access to the residential properties along 3rd Avenue West, however it is a 20 metre wide road right of way. The existing land use district is UT – Urban Transitional. The district intent and purpose is to reserve lands on the periphery of the developed area intended as future urban growth areas that require planning direction prior to more intensive development. No subdivision would be allowed until an Area Structure Plan of the area has been approved.

The Development Authority shall be satisfied prior to granting of a permit, that the proposed use will not prejudice the neighbourhood.

Mayor Yemen asked if there were any written submissions received.

B. Wulff read two letters into the record. In favour – Dave Greene, Greene Construction 1990 Ltd. Opposed – John Szureck.

Mayor Yemen asked for the members of the public who wished to speak to indicate whether they were speaking in favour of or in opposition of the application.

John Szurek, 785 – 3 Ave W speaking in opposition.
Tom Armstrong, 835 – 3 Avenue speaking in opposition.
Rhonda Schultz, 895 3 Ave West speaking in opposition.
Dave Greene speaking in favour.

Dave Greene advised that the use of property will remain the same. He wants to build a small shop for wood working and continue using the land to the east as is; warehouse and garage.

John Szurek asked "if Council lived in this area would you be alright with an industrial area beside your property?"

Tom Armstrong noted that there is an underground water problem in this area and when a lot of traffic uses the alley it gets soft spots. As far as building something on this property it does not matter to him.

Rhonda Schultz advised that she chose to buy her house, because it was across from the park, she likes her neighbors and there is some privacy. She feels this will take away from the loveliness of the area. She advised that lots of kids come to the park, it is a lovely street, she parks in the back and with this zoning change traffic will increase. She is worried that her home will be compromised and it will change the flavor of the neighborhood.

Councillor D. Stanford asked D. Greene why a rezone is necessary if the use will stay pretty much as is. D. Greene advised that he wants to sell some of the property and was advised to rezone. He noted that at one time they were running 5 crews out of there and does not think it will increase the traffic.

Councillor T. Zariski asked about the drainage problem. R. Romanetz advised that there is a high water table which affects the drainage in the area. Heavy loading would impact on the base structure for the lane. He noted that if the road was upgraded it would be done by the developer or as a Local Improvement. Access at the rear of these residences has been allowed from this road.

Councillor J. Garbutt asked for clarification on why Mr. Greene was doing the rezoning. D. Greene advised that it was to sell some of the property. He noted that he did have an approved Development Permit. Councillor J. Garbutt suggested that there was nothing stopping this development from proceeding under the current classification.

Councillor L. Hansen-Zacharuk asked if there was adequate lighting in this area. J. Szurek noted that more lighting should be considered. There has been some vandalism in the area.

Councillor S. Shoff asked if the street is actually 4th Avenue and not a back alley. R. Romanetz advised that it is.

Councillor A. Berdahl stated that there was buffering between industrial and residential in other areas and asked if there was anyway to manage that here. B. Wiebe noted that you could plant buffer trees or bushes or fence the area. He also noted that the purpose of the amendment is to allow more permanent uses in this area.

Councillor A. Berdahl asked Mr. Greene if there were conditions on his Development Permit that was already approved. D. Greene advised

that he did not have the permit with him, however he recalled that the site had to be fenced and graveled. He also noted that there is no water or sewer to this property. Councillor A. Berdahl asked about the hours of operation and noise impact. D. Greene advised that a person would be there probably once or twice a week. P. Salvatore noted that the Community Standards Bylaw would cover any noise problems. B. Wiebe noted that the approved Development Permit was a temporary permit for a Cold Storage building with no utilities. R. Schultz stated that she would like to know exactly what will be happening in this area. She wants her neighbourhood kept clean. Mayor T. Yemen closed the Public Hearings at 5:03 PM

4.0 ADOPTION OF AGENDA

MO2013.63 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 April 8, 2013
MO2013.64 Shoff, moved to adopt the regular Council meeting minutes of April 8, 2013 as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

- 5.2.1 Municipal Planning Commission Minutes March 21, 2013
5.2.2 Municipal Planning Commission Minutes of April 4, 2013

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

- 6.1 Ryan Semchuk, FM Station - Dinofest Update
Ryan Semchuk was present to provide a brief breakdown to Council on Dinofest for this year. He advised that Dinofest is back for 2013 on June 3rd, 7th, 8th and 9th and will be similar to last year. The event will be around the World's Largest Dino and surrounding park area, there will be involvement with local businesses, Royal Tyrrell Museum and the giant screen will be back again. He noted that they received good feedback from citizens. One recommendation was that the vendors should be open longer and he advised that they are extending the hours for the vendors. The RTC grant was received, this money will help offset costs for rentals of tents for the vendors. They have been advertising and marketing, day trip areas; focus is more on Calgary,

Airdrie, Brooks day visits. He wanted Council to be aware that other groups were applying for grants and there was no competition for grant dollars. He thanked the Town for past support, they appreciate what was done last year and looked forward to working together this year. Councillor T. Zariski asked if they keep any statistics on how many people attend the event. R. Semchuk advised that the count is through the World's Largest Dinosaur; on average 1,300 to 1,400 people a day and hoping to exceed that number this year. Councillor D. Stanford wanted to thank all the volunteers involved, it was a good event last year. He also noted that the Rotary Club are going to go ahead with the breakfast. R. Semchuk advised that there are 57 people involved in the event. They are also looking at tagging on to the Centennial Celebration this year. Councillor J. Garbutt gave his congratulations to the Committee. He noted that he was glad to see a tremendous amount of locals taking part in the event. R. Semchuk noted that they are looking at 10 or 12 more vendors over last year.

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.1.1 Amended MUNIX Subscribers Agreement

R. Romanetz presented the amended MUNIX Agreement for Council's consideration. The Town has been a part of the AMSC Insurance for many years, which is a division of the AUMA. He noted that industry changes to premiums, deductibles and exclusions occurred a number of years ago, with the number of concerns at that time the AUMA developed a reciprocal insurance package, which has been in place for 10 years. AUMA is asking if we want to continue being a member and have provided a list of the changes made to the Agreement. The Town would be locked in to this Agreement for one year at a time. MUNIX is a member owned shared Self Insurance vehicle for Municipalities, which covers up to \$1.75 million per occurrence for property damage. There is commercial insurance in place to cover excess property insurance. The Slave Lake fire claims did not significantly affect the rates. Council is being asked to enter into a new Agreement based on the changes that have been incorporated.

MO2013.65 Shoff, Hansen-Zacharuk moved to enter into the amended MUNIX Agreement.

The Reciprocal Insurance Plan is regulated through the Alberta Insurance Act, which is monitored by the Superintendent of Insurance.

In response to a question from Council, R. Romanetz explained that as long as groups are a community group they can get insurance coverage

from AMSC. He also advised that the Town does not review the market place, AUMA carries out this research. There is no commitment to stay on a long term basis. The Power of Attorney means that AUMA has the authority to carry out business on behalf of the Municipal partners.

Vote on Motion:

6 in favor – Berdahl, Hansen-Zacharuk, Shoff, Stanford, Yemen, Zariski

1 opposed – Garbutt

Carried.

8.2. Director of Infrastructure Services

8.3. Director of Corporate Services

8.3.1 Bylaw 10.13 - Authorize the Rates of Taxation to be Levied Against Assessable Property for the 2013 Taxation Year – First and Second Readings

MO2013.66 Garbutt, Berdahl moved First reading to Bylaw 10.13.

In response to a question from Council, B. Wulff explained that even though the Town had budgeted a 3% increase, some taxpayers will see a 5% to 7% increase. The increase is due to changes in the Provincial Budget, School requisition increasing 5% and the Foundation 19%. The increase included 3% for inflation and 1½% for assessment growth in the Municipal portion of the Budget.

Carried unanimously.

MO2013.67 Zariski, Hansen-Zacharuk moved Second reading to 10.13.
Carried unanimously.

8.4. Director of Community Services

8.4.1 Update on the Badlands Community Facility Marketing Strategy Guy Latour, Business Manager, Heather Little, Marketing Events Officer and Marina Flater, Booking Specialist attended the meeting to provide on update on marketing for the Badlands Community Facility.

H. Little noted that marketing strategy is more than just advertising and sales. It is more than just focusing on the banquet hall; it has to include the entire building. She outlined some of their Goals for 2013; focus on similar needs and materials across all product sections – sports, fitness, arts & culture, meetings and events, continue to introduce new programs, focus on local market to develop partnerships and support. Some advertising activities – Wedding Fairs, Radio, Newspaper, Drumheller Map Guide. She noted some Packages and Partnerships they already have with Canalta, Drumheller Dragons, Barbeque

packages with Ojas Café, Birthday Packages with Co-op and Boston Pizza.

G. Latour advised that he is the only certified employee with AFLCA Alberta Fitness Association, however their plan is to have the Program and Senior Staff also certified. Some enhancements have been made; the fitness equipment is back up and running, new stage is here, some improvements made on the banquet hall sound system. R. Romanetz noted that some concern was raised as to where the stage would be stored and advised a c-can will be placed on site for storage.

G. Latour noted that we have assumed that in year four the facility will have an average occupancy rate of 30%. Industry averages in larger Canadian Centres are about 40%. He also noted that in the first year we doubled what the projections were and if this continues by the third year we should be at 35% occupancy based on the budget.

M. Flater provided an overview of some current bookings; Bayer Crop Science, Calgary, Royal Tyrrell Museum – 120 Canadian, American and International Delegates, Birthday parties for kids 1 – 10, Corporate meetings – ATCO Electric, Cenovus, Dow Agri Services, Blood Donor Clinics. She also overviewed some upcoming reservations; DVSS Grad March and Prom, Piano recitals, Petroleum Services Association meeting, five confirmed weddings, and already have bookings for Christmas parties. 2014 bookings – Rotary Banquet / Wine Fest, St. Anthony's Grad, three weddings and Minor Soccer Christmas fundraiser.

G. Latour advised that he was pleased with the number of responses from the first Membership Survey; 297 members responded (25% of membership). He noted that the survey does point out areas we need to improve on and provide the users with what they want.

G. Latour noted that looking at the numbers we have over exceeded in the Banquet room, however they are off set by the Multi Purpose rooms. Councillor J. Garbutt noted that there never was a plan to allow for free space. G. Latour advised that non profit groups have a huge presence at the facility. Councillor J. Garbutt noted that year one was a good year. G. Latour noted that they are reviewing extended hours, more programming, workshops, internal training, they will not supply trainers but staff will also be better trained. We need to get the word out that people can pay on a payment plan.

Councillor L. Hansen-Zacharuk asked if staff were on hand to clean the equipment. G. Latour advised that he does not have staff members cleaning equipment, however there are wipes for customers to use; cleaners come in every night. Mayor T. Yemen noted that he would say that 90% of customers wipe the equipment before using it. Staff go into the washrooms during the day and check and if needed they clean; the

cleaners come in every night.

Councillor S. Shoff asked what the goals are for marketing and how many contacts have been made. G. Latour advised that the focus has been the local contacts initially. He noted that Canalta is promoting their facility on small tourism groups and they agree that bigger events are a value to them. H. Little noted that the whole community is starting to partner. G. Latour noted they are going out and targeting the larger groups of people, like Wedding Fairs. When you look at an event that brings in the most revenue it is a wedding. R. Romanetz advised that we are looking at setting up DMO for marketing the community, which would involve all sectors of the community.

Councillor S. Shoff asked the wait time for repairs to equipment. L. Latour advised that it varies with the different equipment, for most equipment it would be 2 to 3 weeks.

M. Flater noted that a free event could result into a paid booking. Word of mouth is the best advertising.

Councillor A. Berdahl commended the team of people for their efforts and for developing relationships from locally and regionally. He asked what flexibility for catering is available for developing. G. Latour advised that currently there are two main caterers, Double D Catering and Bernie and the Boys and noted that Ojas Cafe is working hard to be a contender.

Councillor T. Zariski noted that it was mentioned that some areas might need some attention and asked what the strategy was to fix them. G. Latour advised that staff will be more visible in the fitness centre and will interact more with membership. Programs rated the lowest on the survey will be addressed and they will be looking at a couple of new initiatives. They are reviewing extension of hours, opening earlier in the morning.

The Mayor thanked the Staff for their report.

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

- 10.1 Bylaw 08.13 to amend Land Use Bylaw No. 10.08 by designating a portion of the S 1/2-28-28-19-W4M from "UT - Urban Transitional District to "SCR" - Suburb Community Residential District
MO2013.68 Shoff, Hansen-Zacharuk moved second reading to Bylaw 08.13. Carried unanimously.
MO2013.69 Hansen-Zacharuk, Zariski moved third reading to Bylaw 08.13. Carried unanimously.

- 10.2 Bylaw 07.13 to amend Land Use Bylaw No. 10.08 by designating Plan 7251 CK, Block 49A, Lots A to G from "UT" - Urban Transitional District to "M-1" - Light Industrial District
MO2013.70 Zariski, Hansen-Zacharuk moved second reading to Bylaw 07.13.

Discussion on motion:

The owner's current plans will not be halted by the rezoning not going forward. There is not a shortage of industrial land in Town; South Newcastle and Rosedale have industrial lots available. With the drainage problems it should remain a UT District.

Opposed – unanimously. -

11.0 UNFINISHED BUSINESS

12.0 NOTICES OF MOTIONS

13.0 COUNCILLOR REPORTS

MO2013.71 Berdahl, Stanford moved to go in-camera at 6:46 PM. Carried unanimously.

14.0 IN-CAMERA MATTERS

14.1 Legal Matter

MO2013.72 Shoff, Zariski to revert to regular Council meeting at 7:47 PM. Carried unanimously.

There being no further business Mayor Terry Yemen adjourned the meeting at 7:47 PM.

Mayor

Chief Administrative Officer

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE MUNICIPALITY OF THE TOWN OF DRUMHELLER ALBERTA FOR THE 2013 TAXATION YEAR.

- WHEREAS** the Town of Drumheller has approved the 2013 Budget requiring property tax revenue of \$7,712,094
- AND WHEREAS** the required tax to pay the requisition from the Province for the Alberta School Foundation Fund and the requisition for Christ the Redeemer CSRD No. 3 is \$2,295,322.96 and \$445,579.74, respectively;
- AND WHEREAS** the required tax to pay the requisition from the Drumheller and District Seniors Foundation is \$362,272.50;
- AND WHEREAS** the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and
- AND WHEREAS** the assessed value of all property in the Town of Drumheller as shown on the assessment roll is:

Assessed Value of Property	Municipal	Education	Seniors
Residential/Farmland	673,281,730	669,000,180	669,000,180
Non-Residential	244,029,110	244,029,110	244,029,110
Machinery and Equipment	3,324,820	exempt	3,324,820
Total Assessment	920,635,660	913,029,290	916,354,110

NOW THEREFORE the Council of the Town of Drumheller, in the Province of Alberta, hereby enacts as follows:

- that the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Drumheller.

2013 Municipal Tax Rates

	Tax Levy	Assessment	Tax Rate
Residential/Farmland	4,865,672	673,281,730	0.00722680
Non-Residential/M&E	2,846,401	247,353,930	0.01150740
Totals	7,712,073	920,635,660	

2013 Education Tax Rates

	Tax Levy	Assessment	Tax Rate
Residential/Farmland	1,812,723	669,000,180	0.00270960
Non-Residential/M&E	930,532	244,029,110	0.00381320
Totals	2,743,255	913,029,290	

2013 Seniors Foundation Rates

	Tax Levy	Assessment	Tax Rate
Residential/Farmland	264,456	669,000,180	0.00039530
Non-Residential/M&E	97,779	247,353,930	0.00039530
Totals	362,235	916,354,110	

- that this bylaw shall take effect on the date of the third and final reading.

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Agenda Item # 8.1.1

READ A FIRST TIME this 22rd day of April, 2013.

READ A SECOND TIME this 22rd day of April, 2013.

READ A THIRD TIME AND PASSED this _____.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



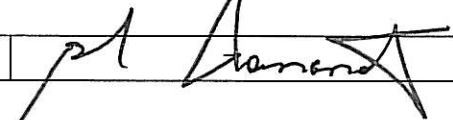
DRUMHELLER

REQUEST FOR DECISION

Agenda Item # 8.1.2



Request for Decision

		Date:	May 3, 2013
Topic:	MUNICIPAL PLANNING COMMISSION VACANCY		
Proposal:	The Town of Drumheller has received one application for the one vacancy on the Municipal Planning Commission from Stacey Gallagher. Administration is recommending that Council appoint Stacey Gallagher to the MPC for a three year term.		
Proposed by:	Municipal Planning Commission		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	That Council approve the appointment of Stacey Gallagher to the Municipal Planning Commission for a three year term.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

MPCAppointmentGallagher	Created By: Linda Handy	1
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DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.2



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date 23/04/2013
D/M/Y

Board applied for MPC

Name of Applicant STACEY GALLAGHER

Full Address ~~XXXXXXXXXX~~ Drumheller, AB Postal Code T0J 0Y0

Length of Residency in Town 30 yrs

Phone (403) ~~XXXXXXXX~~ E-mail Address Stacey

Past Service on Similar Boards NONE

BRIEF PERSONAL HISTORY (include information which you feel would assist Council in making a decision as to your capabilities to serve on this Board)

I have been interested in Drumheller & area over area development for many years. I have been an active Realtor for the past 4 years & strongly believe that Community development in all its aspects needs to be well thought out & follow a vision. With my knowledge & background I feel I would be a valuable member & look forward to being able to participate in my community.

Stacey Gallagher
Signature of Applicant

Fax back to (403)823-8006

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

www.dinosaurvalley.com

Telephone: (403) 823-1339
Fax: (403) 823-8006



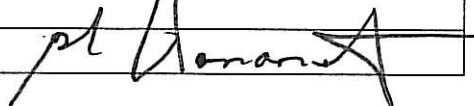
DRUMHELLER

REQUEST FOR DECISION

Agenda Item # 8.1.3



Request for Decision

		Date:	May 3, 2013
Topic:	DRUMHELLER PUBLIC LIBRARY BOARD APPOINTMENT		
Proposal:	Under their bylaw, the Drumheller Public Library Board is allowed 10 members. The Drumheller Public Library Board currently has nine members due to the resignation of Judy Campbell in March, 2013 creating one vacancy. Ms. Lizabeth Dube has submitted her application to serve in this capacity. The members of the Library Board have reviewed Lizabeth's application and recommend approval.		
Proposed by:	Drumheller Public Library Board		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:	N/A		
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	That Council approve the appointment of Lizabeth Dube to the Drumheller Public Library Board for a three year term.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

LibraryBoardAppointmentMay2013	Created By: Linda Handy	1
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DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Board applied for Drumheller Public Library Board

Date April 1, 2013

Name of Applicant Lizbeth Dube

Address [REDACTED] Drumheller Phone # [REDACTED]
cell

Length of Residency in Town almost 10 years

Past Service on Similar Boards 116th Lynwood Scouts, Edmonton AB - VP.
Cerebral Palsy Assoc. of Edmonton - member-at-large, avid volunteer.
Dinosaurs Valley Heritage Society - Drumheller AB - secretary.

Drumheller Youth Justice Committee - member-at-large, Drumheller AB.

BRIEF PERSONAL HISTORY (include information which you feel
would assist Council in making a decision as to your capabilities to serve
on this Board)

Willing to help and always wanting to learn, I offer an enthusiastic
attitude and a belief in good-will. I raised & launched 4 children &
am glowing in my new role as grandmother! Employment has included
managing sales teams, running production lines and organizing blood-drives.
Currently I am a teacher at St. Anthony's school. I am an avid reader
and a library-card carrying citizen.... educated & awesome and
loving life!

Lizbeth Dube
Signature of Applicant

Fax back to (403)823-8006

Agenda Item # 9.1

2013 STRATEGIC PRIORITIES CHART

CORPORATE PRIORITIES (Council)

- 1) BADLANDS COMMUNITY FACILITY, FUNDRAISING REVISED STRATEGY (Ray) (p.5)
- 2) BCF – ESTABLISHMENT OF A COMMUNITY FOUNDATION (Ray) (p.6)
- 3) ORGANIZATIONAL SERVICE CAPACITY REVIEW (Ray) (p.7)
- 4) BCF PHASE 2 CONCEPTUAL DESIGN (Ray) (p.8)
 - VBS Transit Study / Strategy (p. 9)

ADVOCACY (Council/CAO) (p.10) (CN Rail / Infrastructure Dollars \$ / Seniors Housing

ORGANIZATIONAL IMPROVEMENTS (p.11)

- Relocation of Town Hall
- Report(s) Format
- Outreach Commitment

OPERATIONAL STRATEGIES (CAO/Staff)

CAO (Ray) <ol style="list-style-type: none"> 1) BCF FUNDRAISING REVISED STRATEGY (p.5) 2) BCF – COMMUNITY FOUNDATION (p.6) 3) ORGANIZATIONAL SERVICE CAPACITY REVIEW (p.7) 4) BCF PHASE 2 CONCEPTUAL DESIGN (p.8) 4) Affordable Housing RFP (p.15) 5) GIS and Asset Management (p.17) 6) Internship Program (p.18) 	LOBBYING (Con't) Mayor/Ray) (p.12) <ul style="list-style-type: none"> • RCMP Community Officer • Drumheller Water System Expansion • Regional Water • Twinning SH575 	CORPORATE (Bill) <ol style="list-style-type: none"> 1. Community Foundation Setup (p.25) 2. Budget Process (p.26) 3. Additional Revenue Sources Strategy (p.27)
OPERATIONS (A) <ol style="list-style-type: none"> 1) VBS Transit Study / Strategy (p.9) 2) Town Hall Relocation (p.23) 3) Town Entrances / Corridor (p.24) 4) Drumheller WTP Residual Design (p.25) 5) PW Yard Relocation Strategy carryover (p. 26) 6) Centennial Park (Skateboard Park/Stage (carryover) (p. 27) <ul style="list-style-type: none"> • EC Waterline • WWTP Upgrades 	COMMUNITY SERVICES (Paul) <ol style="list-style-type: none"> 1) BCF Fundraising (p.5) 2) Responsible Pet Bylaw (p. 31) 3) DMO (p. 32) 4) Event Coordination (p. 33) 5) Derelict Buildings (p. 34) <ul style="list-style-type: none"> • Affordable Housing Policy (p.35) FIRE (Bill) <ol style="list-style-type: none"> 1) Alberta First Responder Communication Upgrade (p. 38) 2) Safety Audit / Risk Management Procedures (p.38) 	ECONOMIC DEVELOPMENT (Bob) <ol style="list-style-type: none"> 1. DMO Tourism Master Plan (carryover) (p.36) 2. Economic Development Taskforce Priorities 3. Affordable Housing Proposal RCMP (Art) (p.38)



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 9.1



QUARTERLY REPORT

Name:	R.M. Romanetz, P. Eng.	Month:	January to March 2013
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2013 STRATEGIC BUSINESS PLAN

Corporate Priorities:

BADLANDS COMMUNITY FACILITY FUNDING REVISED STRATEGY

On February 25th, Council passed a motion to rescind the strategy as recommended in the Executive Summary from Nine Lions Development Consulting dated August 2010 and reinstated the Badlands Community Facility Terms of Reference for the Fundraising Cabinet that was approved by Council on September 29, 2009 with the addition that Council appoint the Chair to the Fundraising Cabinet. At that same time, Council approved the appointment of Hansine Ullberg Kostecky as Chair to the Fundraising Cabinet with Councillors Sharel Shoff and Lisa Hansen-Zacharuk as Council representatives. A meeting was held with Mayor Yemen, CAO Ray Romanetz and Chair Ullberg Kostecky to review initial actions steps. Chair Ullberg Kostecky will bring forward recommendations for membership to the Cabinet by mid-May.

BADLANDS COMMUNITY FACILITY – ESTABLISHMENT OF A COMMUNITY FOUNDATION On April 16th Mayor Yemen, Councillor Garbutt and CAO Ray Romanetz met with Mayor Morris Flewwelling (City of Red Deer) to discuss the logistics of setting up a Foundation however it does not appear that a Foundation will meet the needs of the BCF for the following reasons:

- 1) Municipalities have no control on community foundations;
- 2) Use only the interest to support the project - the initial endowment cannot be accessed;
- 3) Need a minimum number of donors to start a foundation (5); the Town may have to contribute start up dollars.

Rather than pursuing a Community Foundation, the Town will research the feasibility of piggybacking on a local Friends of Society or create a Friends of BCF Society.

ORGANIZATIONAL SERVICE CAPACITY REVIEW

A memo dated April 17th was sent to Mayor and Council outlining the steps for the review as recommended by Facilitator Gordon McIntosh. A number of meetings have been held with Management and Supervisory Staff to clarify the process and expectations (minutes have been forwarded to Council for information). Staff will complete a service inventory by May 10 and submit the inventory for review by McIntosh. A workshop is scheduled for June 11th and 12th with Gordon McIntosh with Council, Management and Supervisory Staff participating.

BADLANDS COMMUNITY FACILITY PHASE 2 CONCEPTUAL DESIGN

No action to date.

VALLEY TRANSIT STUDY / STRATEGY (to be moved up following the completion of Top 4)

No action to date.

Advocacy (CAO / Council)

CN Rail – Update is required to confirm next steps by CN.

Office of the Chief Administrative Officer

Telephone: (403) 823-1339

	Created by Handy	Page 1 of 2
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Infrastructure Dollars – Mayor Yemen sent a letter to MP Kevin Sorenson requesting Federal funding for the access road into the Federal Penitentiary (requires an immediate overlay in 2013). The request was denied.

Seniors Housing – The Town will need to do an assessment on housing needs.

Organizational Improvements

Relocation of Town Hall – The move to the new Town Hall will be completed by July 31st.

Change Reporting Format for Quarterly Reports – Completed.

Outreach Commitment – Council are attending Community Hall meetings.

Operational Strategies (CAO / Staff)

AFFORDABLE HOUSING RFP - An RFP for Hillsvew and Elgin Hill Subdivision will be prepared and submitted to the Calgary-Alberta Home Builders Association and interested developers. Registered plans for both subdivisions have now been finalized.

GIS and ASSET MANAGEMENT (Capital Inventory) - Data entry and testing of the system needs to be completed.

INTERNSHIP PROGRAM - Ryan Seifried has been hired as a Municipal Intern under the 2013 Municipal Internship Program with a start date of May 6, 2013. Ryan's title will be Municipal Projects Co-ordinator.

Lobbying (Mayor / CAO)

RCMP COMMUNITY OFFICER - Schools have acknowledged that such a program would be valuable however their budgets do not support the position. Tabled until partnerships and funding can be identified.

DRUMHELLER WATER SYSTEM EXPANSION (West and East)

West Line - still looking for a partnership.

East Line – the alignment is two weeks away from being finalized.

REGIONAL WATER (Three Hills) – No further communication with Three Hills.

TWINNING SH575 - Letter received from the Province advising that they are prepared to fund the Highway 575 twinning project 100% however the timing of the construction will be dependent upon overall provincial priorities and available budgets. No further action.

Other Work Priorities:

LANDFILL OPERATIONS - Conditions to the landfill have improved significantly. All complaints have been addressed. Landfill is in good shape for accessing and egressing. A new summit horizontal baler has been installed and operating well.

Outstanding Issues for the Next Quarter:

Recruitment for Director of Corporate Services

Union Negotiations

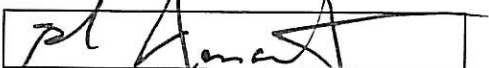
BCF Funding Strategy

Drumheller Water Plant Upgrades

Upgrades to Wastewater East Coulee

East Coulee / Lehigh Water Transmission Line

CAO:





2013 Infrastructure Report on Corporate Priorities

First Quarter

Director of Infrastructure Services – Allan Kendrick

Town Hall Relocation:

At this time we believe from the information provided by the Consultants and General Contractor that the project will be completed by the end of May 2013, however we are waiting for an updated schedule from the General Contractor. Several other project related items have been ordered, however once a firm date for completion is agreed to delivery can be finalized. Will hope to reduce or minimize any shut down time for Town Hall by doing as much as possible in advance. This depends very much on our staff and contractors like TELUS, The Iteam, as well as several others.

Water System Expansion:

East Coulee water line is in the final stages of design and alignment, we hope to have the Tender Packages out by mid May. Several obstacles have caused delays on this project, land agreements and the collection of information required for the river crossing. This project may move forward as two separate tenders, one for the river crossing and one for the line. Two Water Study were completed by MPE one for the Penitentiary area and one for the west extension to the Golf course area. I will summarize the information and present to Council at a later date.

Town Entrances:

Urban Systems are now in the process of reviewing the design with Alberta Transportation. It is my understanding from a brief discussion with Transportation that they have responded to the consultants with their concerns. We are now waiting to hear from our consultants as to any adjustment that the design plan may require as a result of Transportations concerns. This project requires more funding as well as partnerships to be successful. Meetings will be held with potential partners.

Water & Wastewater Plant Upgrades:

The Water Treatment Plant has the preliminary design for the required upgrade to treat residuals completed and review by Operations Staff and AESRD. We express our concerns for funding and the dates for the construction of the project. It was suggested that we request an addendum to our Approval to Operate. The addendum would cover off several items: Long Standing concerns on UV issues, Construction concerns, interim solutions for residual treatment of backwash, Etc. Information from funding sources is that further applications will be accepted in November 2013 for 2014, however this project would NOT be a high priority

... for funding. Once the Town has acquired grant funding this project can move forward to detailed design and construction. **Agenda Item # 9.2**

The Drumheller and East Coulee Wastewater Treatment Plant now have their Receiving Stream Assessment Draft Reports under review by AESRD. We hope that the draft report is acceptable and no further study is required.

The East Coulee Wastewater Treatment Plant Upgrade is nearing completion, commissioning of some equipment has taken place. We are now in the process of Town Staff working with Consultants, Manufacturers as well as the Contractor to prove the Plant performance meets or exceeds Approval requirements. Several control and flow issues are being worked on by the Consultants and Manufacturing suppliers. This project will not be completed on time and will cause some concerns for the Contractor when they have to deal with the costs of hauling wastewater to Drumheller.

Operational at both Drumheller Water and Wastewater plants we are still working with our consultants in dealing with a number of issues regarding the upgraded equipment and control systems. We can anticipate more design changes and equipment costs.

Public Works Yard Relocation Strategy:

Town staff will start clean up this spring and some leveling for material storage on the site. We have start some site servicing plans.

Green Team:

Green Team Plan meetings and updates have been presented to Council. Further plans and meeting will continue. Grant funding has been unsuccessful for to develop a landscape park on the corner of 8th avenue and 4th street sw. The Town will continue to work on the lot as much as time and funds permit. The Green Team continues to stockpile ideas for future consideration.



DRUMHELLER

INFRASTRUCTURE SERVICES

Agenda Item # 9.2



2013 Infrastructure Quarterly Report

Name :	Allan Kendrick	Month:	
	Director of Infrastructure Services	January 1, 2013 - March 31, 2013	1st Quarter

Last Quarter's Accomplishments:

Human Resources:

- Operator in Training, replacement personnel hired for Water & Wastewater
- NAIT summer student hired for Water & Wastewater
- Four seasonal Parks workers hired for late April start
- Annual staff evaluations initiated

Facilities:

- Annual fire extinguisher inspections and upgrades
- Quarterly inspections and associated repairs at all facilities
- Reviewed and ordered BCF staging
- Repaired motor, valving and main circulation pump at the Aquaplex
- Installed new hot tub pump at the Aquaplex
- WTP new hot water tank installed
- Removal of demolition materials at former Civic Center
- Annual crane and lifting device inspections
- Finalizing building security upgrades
- New lighting installed at WTP pipe gallery
- STP repairs made to air handling unit
- Airport runway light repairs
- Arena piping color coded
- Arena fire suppression system recertified
- Staff training in SCBA
- Updating of radio licence with Transport Canada
- Curling rink roof inspection
- Misc painting in the Drumheller Fire Hall
- Upgraded power supply at the Fountain site
- Monthly fire alarm checks
- Monthly groundwater monitoring at the Airport
- Installation of security screening at BCF kiosk
- Installed T-Rex head at BCF
- Routine HVAC maintenance and repairs in all buildings
- Arena ice & facility maintenance for seasonal scheduling

Water:

- Water services, box and rod replacements
- Waterbreak repair in Greentree
- Water plant routine lab work and sample collection
- Treatment chemical, orders and deliveries
- Filter backwashing
- Meter installs and reads
- Year end reports finalized and forwarded
- Continual problems with reporting due to SCADA changes
- Ongoing UV issues at WTP
- Ongoing testing of a new coagulant chemical at WTP
- Annual WTP, inspection by Alberta Environment and follow-ups

Wastewater:

- Monthly sewer flushing of problem areas
- Daily STP centrifuge hopper, cleanout
- Painting at WWTP, headworks building
- Lowering manholes at various locations
- Daily sewage hauling from East Coulee WWTP during plant upgrade
- Wastewater routine lab work
- Lift station rounds and inspections
- Year end reports finalized and forwarded
- WWTP ongoing issues with valve actuator

Operations:

- Cemetery graves and burials
- Thawing catch basins and culverts
- Removal of all Christmas decorations
- Regular garbage collection from sites
- Layout for new hanger at Airport
- Operations and Capital budget planning

Roads

- Plowing, sanding and snow removal
- 10X Bridge #11 strip deck replacement, quotation and acceptance
- Pothole patching
- Annual sign inventory including repairs and replacements
- Thawing culverts and catch basins
- Winter ditching to avert flooding

Equipment:

- Routine serving and equipment cleaning
- Annual inspection of bucket/picker trucks
- Bus and heavy truck CVIP inspections & repairs
- Sweeper, yearly overhaul
- Tri-annuals on all gensets

Land / Developments / Agreements / Projects:

- Town Hall relocation, ongoing renovations to former Civic Center
- East Coulee WWTP upgrade and deficiency follow-ups
- Neptune meter install program, ongoing
- Alberta Environment and Associated Engineering Study of Water Stratification in water storage reservoirs
- Replace arena condenser

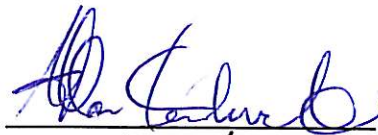
Budget Performance:

- **2013 Operating Account Total 23% used as of March 31, 2013**

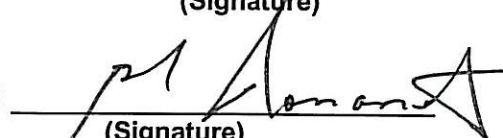
Special Events:

- Pre event planning for Nitty Gritty Dirt Band
- Pre event planning for Cycling event
- Annual Midland outdoor hockey tournament
- Installation of Drumheller Centennial banners

Director:


(Signature)

CAO:


(Signature)

Contributions from:

Brian Bolduc
Fred Sharrun
Kevin Blanchett
Keith Russell
Daryl McConkey



DRUMHELLER

CORPORATE SERVICES



Quarterly Report – January to March 2013

Tax Recovery

There were 1 commercial and 8 residential properties that were on the auction list for tax recovery. Because of the diligent work by our Property Tax clerk, all the properties either paid their arrears or have entered into payment contracts to have them paid, so no auction required.

2013 Fee Schedule

The Fee Schedule was adopted by Council on February 13, 2012. The rates are now in effect.

2013 Water/Sewer Rate Review

The Utility Rates for 2013 were adopted by Council on January 14, 2013.

2013 Budgets

The 2012-2014 Operating Budget and the 2012 Capital Budget was adopted by Council on March 12, 2012.

The 2013 Operating Budget was reviewed and adopted on March 25, 2013. 2013 revenues are forecasted at \$13, 095,583 and provides for a surplus of \$29,458. This budget included a 3% general tax revenue increase.

The 2013 Capital Budget was reviewed and adopted on March 25, 2013. 2013 Capital Expenditures are forecasted at \$10,092,250. A number of the projects are grant dependant, and will not proceed if the grant funding is not available. The expenditures are anticipated to be funded by debentures of \$435,800, Grants of \$8,047,200, Reserves of \$1,461,250, and other sources of \$148,000.

Business Tax Bylaw

The Business Tax Bylaw failed to pass, and has now been merged with the Commercial Property Taxes. This has effectively lowered the value of the taxes per business as it is also attached to the Linear and Grant-in-Place accounts that previously did not pay this tax.

2013 Audit

Work is progressing on the Year End for the Town as well as the Landfill and the Library.

Assessment Roll

The Assessment Roll was verified by the Town and was made live on March 20, 2013.

Assessment	2012	2013	Increase
Residential and Farmland	658,431,570	666,845,320	8,413,750
Non Residential	210,214,370	217,120,360	6,905,990
Grant in Place of Taxes	34,085,830	36,669,980	2,584,150
Total Taxable	902,731,770	920,635,660	17,903,890
Exempt	174,033,530	171,057,580	(2,975,950)
Total Assessment	1,076,765,300	1,091,693,240	14,927,940

Ambulance Service

The Badlands Area Ambulance Services divested and has joined with the Alberta Health Services effective March 31st. The transfer is almost complete, and all the assets have now been sold. We are completing the last of the accounting for the final Financial Statement.

Staffing

All the positions in Corporate Services are filled. HR and Payroll have been combined, and the May 4 payroll released the training and education records to the staff for their verification. A number of functions are being developed to properly inform the staff of payroll and benefit options.

Telephones

The switchboard 403.823.6300 number has been removed from the computerized telephone system and assigned to a copper analog circuit so if there is a power failure or the telephone computer system fails for any reason the switchboard can still be answered. This requirement became extremely important with the power failure in November 2012.

Information Technology

There have been some problems while the Civic Center is being renovated as the equipment at that location is operating in temperatures and an environment not conducive to good behavior, and connected to our current facility with a radio link. The network is being upgraded to include a fiber connection at the facilities in the Water Plant area which will be completed as the frost leaves the ground. There is a problem of obtaining higher speed services at the Public Works yards, but a probable is in the works. The network will be substantially improved when Town Hall is relocated and we can take advantage of the fiber systems that have been installed.

Respectfully submitted,

Bill Wulff

Agenda Item # 9.3

Town of Drumheller Financial Report For The Month Ending March 2013 (un-audited) (25% through the year)

	Revenue			Expenditures			Net of Revenue and Expenses			Variance
	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%	
General Operating Revenues										
0001 General Revenues	2,612,010	9,611,996	27.17	-	-		(2,612,010)	(9,611,996)	27.17	6,999,986
	2,612,010	9,611,996	27.17	-	-		(2,612,010)	(9,611,996)		6,999,986
General Government										
1101 Legislature	-	-	NA	39,826	219,022	18.18	39,826	219,022	18.18	(179,196)
1201 Administration	8,048	93,200	8.64	263,141	1,029,017	25.57	255,093	935,817	27.26	(680,724)
1202 Town hall	-	-	NA	23,595	102,422	23.04	23,595	102,422	23.04	(78,827)
1203 Computer Services	7,300	83,400	8.75	38,553	277,846	13.88	31,253	194,446	16.07	(163,193)
	15,348	176,600	8.69	365,115	1,628,307	22.42	349,767	1,451,707		(1,101,940)
Protective Services										
2101 Policing	35,732	601,231	5.94	356,420	1,495,317	23.84	320,688	894,086	35.87	(573,398)
2301 Fire Department	21,801	32,500	67.08	64,813	320,515	20.22	43,012	288,015	14.93	(245,003)
2401 Disaster Services/Risk Mngmnt	-	-	NA	6,838	40,016	17.09	6,838	40,016	17.09	(33,178)
2501 Ambulance Services	-	-	NA	-	5,000	-	-	5,000	-	(5,000)
2601 Safety Codes - Drumheller	17,681	111,100	15.91	29,915	66,990	44.66	12,234	(44,110)	(27.74)	56,344
2602 Safety Codes - Palliser	62,361	67,398	92.53	13,390	61,464	21.79	(48,971)	(5,934)	825.26	(43,037)
2603 Development Permits	10,215	19,250	53.06	16,285	68,951	23.62	6,070	49,701	12.21	(43,631)
2610 Animal and Pest Control	4,291	16,000	26.82	14,150	39,438	35.88	9,859	23,438	42.06	(13,579)
2611 Weeds	-	6,000	-	1,888	52,819	3.57	1,888	46,819	4.03	(44,931)
2612 Mosquito	-	-	NA	281	77,568	0.36	281	77,568	0.36	(77,287)
	152,081	853,479	17.82	503,980	2,228,078	22.62	351,899	1,374,599		(1,022,700)
Transportation Services										
3101 Administration	-	18,090	-	74,965	369,631	20.28	74,965	351,541	21.32	(276,576)
3102 Workshop and Yards	1,875	48,500	3.87	63,105	259,982	24.27	61,230	211,482	28.95	(150,252)
3103 Parking Lots	-	-	NA	97	-	NA	97	-	NA	97
3202 Roads and Streets	231	217,000	0.11	119,850	886,386	13.52	119,619	669,386	17.87	(549,767)
3203 Street Lighting	-	50,000	-	85,104	377,482	22.55	85,104	327,482	25.99	(242,378)
3204 Traffic Services	-	-	NA	8,810	64,491	13.66	8,810	64,491	13.66	(55,681)
3211 Secondary/Primary Highways	-	-	NA	-	-	NA	-	-	NA	-
3301 Airport	17,111	43,756	39.11	10,469	101,917	10.27	(6,642)	58,161	(11.42)	(64,803)
	19,217	377,346	5.09	362,400	2,059,889	17.59	343,183	1,682,543		(1,339,360)

Agenda Item # 9.3

Town of Drumheller Financial Report For The Month Ending March 2013 (un-audited) (25% through the year)

3-May-13											
Revenue			Expenditures			Net of Revenue and Expenses			Variance		
Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%			
Water Works											
4101	Water Revenue	598,787	3,033,089	19.74	247,031	1,861,959	13.27	(598,787)	(3,033,089)	19.74	2,434,302
4101	Administraction							247,031	1,861,959	13.27	(1,614,928)
	transfer of surplus to reserve										
4102	River Intake & Pump Station	-	-	NA	12,653	58,413	21.66	-	58,413	21.66	(45,760)
4103	Low Lift Pump Station	-	-	NA	6,044	17,779	34.00	6,044	17,779	34.00	(11,735)
4104	Raw Water Reservoir	-	-	NA	469	20,806	2.25	469	20,806	2.25	(20,337)
4105	Purification & Treatment	-	1,000	-	214,233	1,088,083	19.69	214,233	1,087,083	19.71	(872,850)
4106	Transmission	-	19,500	-	99,713	625,386	15.94	99,713	605,886	16.46	(506,173)
4107	Distribution	-	-	NA	-	-	NA	-	-	NA	
		598,787	3,053,589	19.61	580,143	3,672,426	15.80	(18,644)	618,837		(637,481)
Environmental Health - Sewer											
4201	Sewage Admin - Drumheller	401,299	1,679,804	23.89	103,101	849,999	12.13	(298,198)	(829,805)	35.94	531,607
	transfer of surplus to reserve										
4202	Sewage Admin - Rosedale	-	-	NA	-	-	NA	-	-	NA	-
4203	Sewage Admin - East Coulee	12,998	36,000	36.11	4,159	16,635	25.00	(8,839)	(19,365)	45.64	10,526
4211	Sewage Collection - Drumheller	-	62,500	-	64,306	492,123	13.07	64,306	429,623	14.97	(365,317)
4212	Sewage Collection - Rosedale	-	-	NA	-	-	NA	-	-	NA	-
4213	Sewage Collection - East Coulee	-	-	NA	4,960	28,085	17.66	4,960	28,085	17.66	(23,125)
4221	Sewage Treatment - Drumheller	-	-	NA	157,819	705,404	22.37	157,819	705,404	22.37	(547,585)
4222	Sewage Treatment - Rosedale	-	-	NA	-	-	NA	-	-	NA	-
4223	Sewage Treatment - East Coulee	-	3,000	-	12,766	83,419	15.30	12,766	80,419	15.87	(67,653)
		414,297	1,781,304	23.26	347,111	2,175,665	15.95	(67,186)	394,361		(461,547)
Environmental Health - Other											
4301	Garbage	22,106	86,000	25.70	108,093	367,991	29.37	85,987	281,991	30.49	(196,004)
		22,106	86,000	25.70	108,093	367,991	29.37	85,987	281,991		(196,004)
Public Health and Welfare											
5101	FCSS Administration	43,367	195,042	22.23	25,011	117,365	21.31	(18,356)	(77,677)	23.63	59,321
5102	Handyman Services	-	9,018	-	6,303	37,269	16.91	6,303	28,251	22.31	(21,948)
5103	Seniors	-	-	NA	8,984	50,444	17.81	8,984	50,444	17.81	(41,460)
5105	Volunteer Program	6,543	25,600	25.56	12,349	56,720	21.77	5,806	31,120	18.66	(25,314)
5106	After School Care	4,179	13,054	32.01	13,225	62,394	21.20	9,046	49,340	18.33	(40,294)
5121	Indirect Programs	883	5,200	16.98	2,903	35,689	8.13	2,020	30,489	6.63	(28,469)
5151	Employment Services	-	-	NA	-	-	NA	-	-	NA	-
5301	Health Services	90,568	362,272	25.00	-	362,272	-	(90,568)	-	NA	(90,568)
5302	Non-FCSS Programs	32,953	88,948	37.05	28,140	95,012	29.62	(4,813)	6,064	(79.37)	(10,877)
5601	Cemetery	7,719	30,900	24.98	6,109	80,228	7.61	(1,610)	49,328	(3.26)	(50,939)
		186,212	730,034	25.51	103,024	897,393	11.48	(83,188)	167,359		(250,547)

**Town of Drumheller
Financial Report
For The Month Ending March 2013 (un-audited) (25% through the year)**

3-May-13

Recreation and Culture

Fiscal Services

9701	Operating Contingencies
9702	Education

Total Operating Accounts
Amortization Expense
(Surplus) Deficit without Amortization

transfer of 2011 surplus to reserve in 2012 of \$329,190
transfer of 2011 surplus to reserve in 2012 of \$385,812

1-2-***-930	Amortization Expense
1-2-41**-930	Water
: 1-2-42**-930	Sewer

1,013,198 Amortization entries are not made until December 31st



DRUMHELLER

COMMUNITY SERVICES

Agenda Item # 9.4



Name:	Paul Salvatore, Director	Quarter:	First - 2013
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Community Services – Quarterly Report

Badlands Community Facility

Guy Latour, Business Manager

Memberships

- 1209 active members
- 1649 active memberships for both facilities –(duplicates, upgraded passes,etc.)
- 31,600 entries in to Fitness Center and Field House By 1507 different members
- 57 Corporate Members on file

Reservations

- Current bookings: (310 permits)
- 149 billable permits
- 132 internal permits
- 29 non-billable permits
- Continued to accommodate Minor Hockey, and then Badlands Lacrosse with bookings
- Welcomed and secured Canadian Blood Services bookings for the next 14 months
- Worked closely with FCSS to ensure ease in multiple bookings
- Planning and delivery of Sports, Recreation and Arts Expo over 40 exhibitors
- Worked with Drumheller Music Festival to ensure a seamless event
- Assisted with the execution of the Membership Survey
- Assisted with marketing initiatives
- Continue to reduce the BCF Accounts Receivables
- Coaching front desk staff on questions, concerns and coverage of service

• Marketing

- Website – building BCF pages within the Recreation section of dinosaurvalley.com
- Facebook – coordinating daily staff postings. Increased fan base since we daily postings
- Launching birthday parties and corporate barbeque packages
- Database of Alberta Associations to created a distribution list of nearly 500 email addresses
- Created an information sheet for events - highlighting the versatility of the BCF

• Program Development

- Drumheller Dragons ~ BCF Fitness Centre – Volunteer Attendant program
- 12 sessions / classes run in Jan to March
- Updated Field-house and Fitness Centre Schedule
- New Year's Eve Centennial "Kids' Party" program

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Page 1 of 6

Agenda Item # 9.4

- Liaise with Apple Fitness reps for service of fitness machines
- Designing, coordinating and implementing the "Family Day Unplugged" and the "Amazing Race – Drumheller family edition" special events.
- Organized the implementation of additional rounds of Bend with Jenn Yoga, Taekwondo, Spin Cycle fitness, and Power Yoga, startin up again in April and May.
- Planning and organization of the Summer Fun Program 2013
- Coordinated service and repair of Trixter Bikes
- Researching, investigating and planning summer sport and recreation programs, to take place in or be connected to the BCF as the key sponsor – agent for the programs during this summer.

Economic Development and Communication

Economic Development and Communication

Bob Cromwell

Communications

Regular updates to www.dinosaurvalley.com and the Town Page in addition to significant attention to the Town's efforts on Facebook linked to radio, print and other media sources (1,332 members).

Future Event Discussions Tour of Alberta Cycling Race, Major Concerts, Drumheller Centennial Events

Economic Development

Contacted realtors, builders, hotel chains

Drumheller Destination Marketing Organization – Council briefing in May, 2013.

Family and Community Support Services

Cathy Smoliak, FCSS Coordinator

Rose Poulson -Seniors Program Coordinator

Jocelynn Peevey Before and Afterschool Care Program Coordinator

Jeannie Lutz Community Services Coordinator

Senior Service Coordinator

Partnered with the BCF to offer Senior fitness classes every weekday morning. Seniors enjoy a variety of activities including Seniors Walking Group, Pickle Ball, Seniors Fitness Orientation and a Seniors Fitness Class.

Before and After School Care

The Before and After School Care Program implemented changes to rates and policies including the introduction of a Grant Subsidy Program administered by Child and Family Services Authority.

Community Services Coordinator

Bridging the Years, Boys and Girls Club of Airdrie (partnership discussions) numerous community partnership activities, including the development of a welcoming community program.

Family Resource Workers at St. Anthony's, Greentree and DVSS Schools

Parenting After Separation (PAS)

Roots of Empathy (ROE)

Canada Day Celebrations:

Canada Day 2013 preparations are underway - will require more volunteers to assist with activities

Sports, Recreation & Arts Expo- March 6th, 2013

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Aquaplex

Ann Wade

No report provided

Protective Services

Fire Department

Bill Bachynski, Fire Chief

The Drumheller Fire Department continues service this quarter - injury free. We currently have a total compliment of 44 members.

Community Enforcement

Greg Peters, Supervisor

- Ongoing focus snow removal, unsightly premises and animal control issues
- Liaison with the Drumheller Humane Society and Valley Vet concerning implementation of the Responsible Pet Owner's bylaw.
- Placement of feral cats at approved farm pet locations.
- Administration of Livery Bylaw – registration of brokers / drivers.

RCMP Report

A.A.HOPKINS S/SGT

NCO I/C DRUMHELLER DET.

During the last three months we have had one member on Maternity Leave, two members on leave as a result of births in their families, and one Corporal position vacant due to Retirement. I do not have any idea as to when Cpl. Peter's replacement will arrive although the selection process has been completed and we are awaiting the actual transfer. I hope to have the position filled by late summer / early fall.

In total we are down one Cpl., and up one Cst.

Crime Trends

- Our crime rates are overall down from last year. Drugs are up dramatically but they are associated to very small seizures made within the correctional facility.
- Frauds continue to be the up and coming crime across the country. Community awareness / public education is ongoing.
- We continue to be active in many drug investigations and have made some significant seizures in town and on the highway during this quarter.
- No unexplainable Crime trends are noted.

Annual Performance Plans

- Our areas identified for this year's APP's are, Frauds, Property Crime and Distracted Driving.

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Director's Office

Paul Salvatore, Director

Judy Quintin-Arvidson, Administrative Support

Agenda Item # 9.4

Arena

It was a reasonably smooth year for ice booking issues. ActiveNet billing ran smoothly after people got used to the change in billing and is all done by email now saving us the postage monthly.

The ice came out April 15th and the lacrosse season has started.

Before and After School:

We have been increasing in people signing up for full time care and applying for the subsidy. Increasing from one subsidy to three approved and one more still in the applications process. We continue to increase the number of children signed up as full time, this has reduced the waiting list, while also increasing the number of fully subsidized children in the program.

CENTENNIAL COMMITTEE:

Banners were ordered and installed. We are in the process of getting a few more in the tear drop free stand. The May 15th celebration is coming up with the planning being done by the committee. We will be featuring the Centennial in our theme for Canada Day.

FCSS

Expo was held in March and was planned and executed by Heather and Cathy. Judy helped set up the booth and organize the resource material.

Planning for the annual Volunteer Appreciation week is underway. Budget money came from the Mayor's Social usually held in December as well as grants and sponsors. We are having both a guest speaker and entertainment. It will be catered by Bernie & the Boys.

The Minister of Culture decided to visit Drumheller and Judy helped to plan a luncheon while Cathy presented information on volunteering in Drumheller. Again, this was catered by Bernie and the Boys and was well received.

Q91 radio is an active supporter of our initiatives and Judy does the occasional radio spot.

ACTIVITY GUIDE

Redesigned and sent to the printer. It seems to be well received although we could use more information submitted by the Badlands Community Facility. There will be more programming offered in the next issue.

Budget Performance:

Before and After School billing: \$ 4005.50

Arena Billing: \$ 53,363.61

Baseball Billing: \$ 0

Baseball begins and will be billed on ActiveNet for the first time. The infrastructure staff will now have a calendar for every individual ball diamond which may be confusing at first. I previously had all ball diamonds on one excel sheet.

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Page 4 of 6

Upcoming Special Events:

Agenda Item # 9.4

Planning for Canada Day is well under way with many meetings. We have increased the number of inflatables, added a magician and completed hiring of performers. The volunteer presence will increase this year as well. We are all bringing our husbands to work the venue.

- Taxi / Livery Bylaw Review
- School Bus Parking Policy Review
- Update to the definition of Family memberships in recreation facilities
- Presentation of Marketing Plan for Badlands Community Facility
- Liaison with Fund Raising Cabinet for Badlands Community Facility
- Support to Group Program Development (Drumheller Minor Hockey, etc.)
- Responsible Pet Owner's Bylaw - ~~12/14/13~~
- Review of Special Events Policies and Coordination of Process (with Development and Enforcement staff)
- Staff training and orientation (Community Enforcement and Community Services Coordinator)
- Commencement of Hockey, Figure Skating activities at Arena for 2012-13 season -
- Drumheller Dragons Volunteer program (Fitness / Fieldhouse Monitor program)
- Alberta Development Officers Association (Conference liaison – at Badlands Community Facility)
- Aquaplex Annual Turnaround – Liaison
- Centennial Committee – Development of decorative banners, adoption of logo, liaison with marketing committee for New Year's Eve event
- Community Activity Guide was distributed in January

Support for Committees

Centennial Committee
Risk Management – Health and Safety
Drumheller Association of Skateboarding Enthusiasts
Town Hall Relocation
Policing Committee
Municipal Planning Commission
Economic Development Task Force
Taxi Commission
Destination Marketing Organization (DMO)

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Development and Safety Codes

Cindy Woods, Development Officer
Linda Taylor, Safety Codes Clerk

Agenda Item # 9.4

Town of Drumheller Building Permits ending March, 2013

Category	Values	Date			Grand Total
		Jan	Feb	Mar	
COMMERCIAL	Permits Issued	1	1	2	4
	Construction Value	\$450,000	\$6,000	\$450,000	\$906,000
INSTITUTIONAL	Permits Issued	1			1
	Construction Value	\$50,000			\$50,000
RESIDENTIAL	Permits Issued	5	2	5	12
	Construction Value	\$344,500	\$55,000	\$446,500	\$846,000
Total Permits Issued		7	3	7	17
Total Construction Value		\$844,500	\$61,000	\$896,500	\$1,802,000

Town of Drumheller Building Permits ending March, 2012

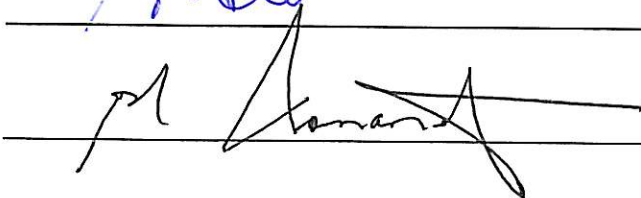
Category	Values	Date			Grand Total
		Jan	Feb	Mar	
COMMERCIAL	PERMITS ISSUED	2		1	3
	CONSTRUCTION VALUE	\$117,000		\$100,000	\$217,000
INSTITUTIONAL	PERMITS ISSUED			1	1
	CONSTRUCTION VALUE			\$32,000	\$32,000
RESIDENTIAL	PERMITS ISSUED	2	1	3	6
	CONSTRUCTION VALUE	\$32,000	\$200,000	\$23,500	\$255,500
Total PERMITS ISSUED		4	1	5	10
Total CONSTRUCTION VALUE		\$149,000	\$200,000	\$155,500	\$504,500

Director:



M. Paul Salvatore

CAO:



Raymond M. Romanetz

Telephone: (403) 823-1316