

Town of Drumheller COUNCIL MEETING AGENDA

**October 20, 2014 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, Alberta**



Page

1.0 CALL TO ORDER

2.0 ACTING MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

3-7 5.1.1 Regular Council Meeting Minutes of October 6, 2014

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

6.1 Delegation - Joanne Akerboom - St. Anthony's Track and Field Project

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8-11 8.1.1 RFD - Travel and Per Diems Policy No. 4.02.10.11

12-15 8.1.2 RFD - Automated Water Meters

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

16-20 8.3.1 RFD - Refund of Utility Rate Overcharge

8.4. DIRECTOR OF COMMUNITY SERVICES

8.5. DIRECTOR OF PROTECTIVE SERVICES' REPORT

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

21-23 9.1 CAO's Quarterly Report ending September 30, 2014

24-30 9.2 Director of Infrastructure Services' Quarterly Report ending September 30, 2014

31-35 9.3 Director of Corporate Services' Quarterly Report ending September 30, 2014

36-40 9.4 Director of Community Services' Quarterly Report ending September 30, 2014

41-47 9.5 Director of Protective Services' Quarterly Report ending September 30, 2014

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

14.1 Land Matter

**Town of Drumheller
COUNCIL MEETING
MINUTES**

October 6, 2014 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4



PRESENT:

MAYOR:

Terry Yemen

COUNCIL:

Jay Garbutt

Lisa Hansen-Zacharuk

Patrick Kolafa

Tara McMillan

Sharel Shoff

Tom Zariski

CHIEF ADMINISTRATIVE OFFICER/ENGINEER:

Ray Romanetz

DIRECTOR OF INFRASTRUCTURE SERVICES:

Allan Kendrick

DIRECTOR OF CORPORATE SERVICES:

Barb Miller

DIRECTOR OF COMMUNITY SERVICES:

Paul Salvatore

DIRECTOR OF PROTECTIVE SERVICES:

Greg Peters

RECORDING SECRETARY:

Linda Handy

1.0 CALL TO ORDER

Mayor Terry Yemen called the meeting to order at 4:30 PM.

2.0 MAYOR'S OPENING REMARK

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

CAO's Report: Flood Mitigation

MO2014.133 Shoff, Hansen-Zacharuk moved to adopt the agenda as amended. Carried unanimously.

5.0 MINUTES

5.1. ADOPTION OF REGULAR COUNCIL MEETING MINUTES

5.1.1 Regular Council Meeting Minutes of September 8, 2014

MO2014.134 Garbutt, Hansen-Zacharuk moved to adopt the regular Council meeting minutes as presented. Carried unanimously.

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.2.1 Municipal Planning Commission Minutes - June 26, 2014

5.2.2 BCF Fundraising Cabinet Minutes September 4, 2014

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

7.1 Funding Request from Badlands Art Gallery

Mayor T. Yemen asked Council for agreement to move Item 7.1 to the 2015 budget deliberations. Councillor J. Garbutt asked for a frame of reference for this discussion.

MO2014.135 Garbutt, McMillan moved that Council provide for funding for artists in the 2015 – 2019 budget at \$5,000 per year contingent on the passing of the 2015 budget.

Councillors Garbutt and McMillan agreed to a friendly amendment:

MO2014.135A Garbutt, McMillan that Council direct Administration to set up an artists' contingency fund in the amount of \$5000 subject to the 2015 budget approval and for further discussions on the sustainability of such a program.

In favour – Garbutt, McMillan, Hansen-Zacharuk, Kolafa, Shoff

Opposed – Zariski, Yemen

Carried

7.2 Funding Request from Hope College

Mayor T. Yemen presented a request for funding from Hope College for 2014 in the amount of \$5000. He advised that the Town's previous gift was \$5000 in 2013.

MO2014.136 Zariski, Hansen-Zacharuk that Council donate \$5000 to Hope College for their 2014 operations.

Councillor S. Shoff requested updated statistics on Hope College prior to voting on the motion.

R. Romanetz recommended that this request be referred to the Economic Development Task Force to provide a recommendation to Council and that dollars could be expensed from the special projects grants funding under economic development. Director of Community Services P. Salvatore will confirm the remaining grant dollars within this account.

MO2014.137 McMillan, Hansen-Zacharuk moved to table MO2014.136. Carried unanimously.

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8.1.1 Flood Mitigation

R. Romanetz advised that the Alberta Community Resilience Program grant application has been submitted to the Province for approval. Although the Town's grant application has been submitted, Administration needs to meet with the provincial representatives to move forward on two critical areas: mapping based on mitigation in various areas and whether these areas can be approved as development zones.

8.1.2 RFD – BCF Fundraising Committee Member-at-Large Appointment

MO2014.138 Shoff, Hansen-Zacharuk that Council appoint Mr. Bill Wulff and Ms. Barbara Lubinski as Members at Large to the Badlands Fundraising Committee and to accept the resignation of Ms. Huculak. Carried unanimously.

Council thanked Ms. Huculak for her efforts on the Badlands Fundraising Committee.

Councillor J. Garbutt requested a lunch meeting with the BCF Fundraising Committee to review their goals, objectives and requirements for 2015.

8.2. DIRECTOR OF INFRASTRUCTURE SERVICES

8.3. DIRECTOR OF CORPORATE SERVICES

8.3.1 RFD 2014 Reserve Bid - Tax Recovery Public Auction

B. Miller advised that as part of the tax recovery process under the Municipal Government Act, properties with a tax caveat registered against them must be offered for public auction one year after the date of the tax caveat. The properties due for action now had caveats registered against them in 2013. As part of this process Council must set the terms and reserve bids for the properties in question. In the past, the terms have been cash and the reserve bid for each property has been equal to its current year's assessment. She presented a list of properties going up for auction on January 23, 2015.

MO2014.139 Shoff, Garbutt that Council set the assessed value as the reserve bid price for properties for the January 23, 2015 tax recovery auction. Furthermore, the successful bidder must pay via cash, or cash equivalent.

Councillor J. Garbutt questioned why a small discount would not be offered in order to sell the property. R. Romanetz explained that the properties seldom sell at the tax auction as most taxes are paid before the auction date. If taxes remain unpaid after the action, the Town will generally take title to the property and follow the requirements in the MGA which may include selling at a discounted rate.

Vote on Motion: Carried unanimously

8.4. DIRECTOR OF COMMUNITY SERVICES

8.5 DIRECTOR OF PROTECTIVE SERVICES

8.5.1 Safety Audit Report

R. Romanetz advised that every year an audit is carried out based on standards set by Alberta Municipal Health & Safety Association. This year the Town's external audit was carried out by Lacombe County and the Town achieved an overall score of 93% (a passing mark is 80%). He further advised that once the Audit Report is finalized by the provincial organization, the Town will review the recommendations and correct any deficiencies and / or develop a plan of action to improve the areas needing attention.

Director of Protective Services G. Peters provided a breakdown of the marking and noted the area of highest mark received of 99% was in the Town's program administration and the lowest mark received was in the follow up of incidents investigations and hazard control with a mark of 77%. He advised that a more dedicated preventative maintenance schedule with measurements will be implemented immediately. He further advised that he will take a more active role in investigations and in finding the root cause of errors.

In response to a question from Council, R. Romanetz explained that the Town has had a number of lost time accidents that have impacted our WCB rates and part of the action plan will be to work with the Risk Management Committee to minimize the claims.

9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION

10.0 PUBLIC HEARING DECISIONS

11.0 UNFINISHED BUSINESS

12.0 NOTICE OF MOTION

13.0 COUNCILLOR REPORTS

14.0 IN-CAMERA MATTERS

There being no further business, the Mayor declared the meeting adjourned at 5:25 PM.

Mayor

Chief Administrative Officer



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.1



Request for Decision

Date: October 16, 2014

Topic:	TRAVEL AND PER DIEMS		
Proposal:	Based on Council's Independent Review Committee for meal expense allowance for Mayor and Council which increased rates from \$7.50 to \$10.00 \$10.00 to \$15.00 \$17.00 to \$25.00 Administration proposes that these rates have a similar increase for Town staff when they attend meetings, conferences or other related business on behalf of the Town. Travel by personal vehicle may be claimed at a rate equivalent to the Province of Alberta.		
Proposed by:	Administration		
Correlation to Business (Strategic) Plan			
Benefits:	Establish a fair and equitable basis of remuneration for travel expenses		
Disadvantages:	N/A		
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	\$0.00
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:	Policy is circulated to staff.		
Recommendations:	That Council adopt Policy No. 4.02.10.11 as amended.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

HR Policy		1
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Section 4 Benefits
Policy No.4.02.10.11 Travel and Per Diems

				Page:	1 of 3
Issued to:	All Manual Holders	Issued:	December 29, 2004	Replaces:	C #06-04
Issued by:	Corporate Services	Effective:	September 1, 2014	Dated:	October 12, 2014

1 POLICY

1.01 The Town of Drumheller will provide reimbursement of expenses at a level that reflects the costs incurred by an employee while on Town of Drumheller business. All travel expenses must be authorized the CAO or Department Director.

1.02 Meals may be claimed at the amount shown on receipts submitted including GST and a maximum 15% gratuity on the meal costs and where no receipt is submitted, a maximum of the following may be claimed:

Breakfast	\$10.00
Lunch	\$15.00
Supper	\$25.00

Meals claimed on a receipt basis shall exclude any charges for alcoholic beverages. A meal allowance may not be claimed for any meal which is provided to the employee and does not require an expenditure by the employee such as meals provided as part of a seminar, conference, air flight, etc.

1.03 Lodging may be claimed at the amount shown on receipts submitted. Employees shall request the "Municipal Rate" upon registering at a hotel or motel. The Town shall cover costs related to the room and any applicable taxes only.

1.04 Travel by commercial carrier such as airlines, rail, taxi or bus may be claimed at the amount shown on receipts submitted. Parking fees in excess of \$10 may be claimed at the amount shown on receipts submitted. Employees may claim the following expenses without a receipt:

Parking fees under \$10. (Not to exceed \$10 per day)
Taxi and Bus fees under \$10. (Not to exceed \$10 per day)

1.05 Travel by personal vehicle may be claimed at a rate equivalent to the Province of Alberta Government Employee rate while on Town of Drumheller business. Employees driving personal vehicles for business travel must maintain valid insurance coverage of minimum one (1) million dollars of public liability at all times at the employees' own expense. Employees must comply with the Town of Drumheller's Safety Policy and Safe Work Practices.

Section 4 Benefits

Policy No.4.02.10.11 Travel and Per Diems

				Page:	2 of 3
Issued to:	All Manual Holders	Issued:	December 29, 2004	Replaces:	C #06-04
Issued by:	Corporate Services	Effective:	September 1, 2014	Dated:	October 12, 2014

1.06 Travel expenses of spouses accompanying Town staff at seminars, conferences or other Town business shall not be covered by the Town of Drumheller.

1.07 When an employee receives a discount, credit or bonus for travel that reduces the original travel cost, only the net expense may be claimed. This clause is not applicable when the employee receives a rebate, credit or privilege for using a personal credit card for which a fee has been paid.

2 PURPOSE

2.01 The purpose of this Statement of Policy and Procedure is to provide fair and equitable reimbursement of expenses by the Town of Drumheller.

3 SCOPE

3.01 This Statement of Policy and Procedure applies to all employees.

4 RESPONSIBILITY

4.01 Department Heads are responsible for ensuring travel and expense reimbursement of employees is approved in accordance with Town of Drumheller policy and procedures.

5 DEFINITIONS

None

6 REFERENCES and RELATED STATEMENTS of POLICY and PROCEDURE

None

7 PROCEDURE

7.01 All travel shall be authorized in advance by the Department Director or Chief Administrative officer.

Section 4 Benefits
Policy No.4.02.10.11 Travel and Per Diems

				Page:	3 of 3
Issued to:	All Manual Holders	Issued:	December 29, 2004	Replaces:	C #06-04
Issued by:	Corporate Services	Effective:	September 1, 2014	Dated:	October 12, 2014

- 7.02 All travel and related expense amounts shall be reimbursed in accordance with the amounts set forth in this policy.
- 7.03 Town of Drumheller Expense Forms shall be completed by the travelling employee and authorized by the Department Head (Director) or Chief Administrative Officer, before any payment shall be issued.

8 ATTACHMENTS

Attachment A – Statement of Expense

<div style="text-align: right; margin-bottom: 10px;">Date _____</div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">Name _____</div> <div style="width: 55%;"></div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">Reason _____</div> <div style="width: 55%;"></div> </div>						
Date	Description	Meals	Mileage	Hotel	Other	Total
Totals Account						
Signature _____		Approval/Verified _____				



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.2



Request for Decision

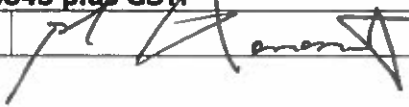
Date: October 17, 2014	
Topic:	AUTOMATED WATER METERS
Proposal:	<p>On October 10, 2014, CAO provided a memo to Council advising that ATCO Electric has served notice that they will not provide water meter reading service beyond December 31, 2014 (as attached). When the Town was advised of this timeline we expressed our concerns and asked them to reconsider their position. ATCO advised on October 16, 2014 that they will agree to provide meter reading to the end of 2015. ATCO has also confirmed that there will be no increase to the current cost of \$0.30 per read.</p> <p>The Town requested a proposal from Neptune Meters to replace the remaining 1300 -1500 water meters. The Town received a proposal from Neptune on October 9th that includes two scenarios:</p> <ol style="list-style-type: none">1) Replacement of all remaining meters which includes supply and installation in the fall of this year at a cost of \$653,845;2) Replacement of all remaining meters which includes supply and installation in 2015 at a cost of \$716,910. <p>Projected savings between the two options is \$63,065.</p> <p>The water meter upgrade installation program has, to date, been expensed as part of the annual operating budget at a rate of \$250,000 per year. With sewer revenue having a direct correlation to water metering, acceleration of the project could be funded through both water and sewer reserves. Reserve account balances as of December 31, 2013 were \$1.2 million water and \$1.9 million for sewer. 2014 approved budget activity will result in expected ending balances to be approx. \$1 million for water and \$1.9 for sewer. If approved, replenishment of the six hundred and fifty thousand (\$650k) in reserve funding needed for project acceleration will be completed through the operating budget at the continued rate of \$250,000 per year over the next 2.6 years.</p> <p>Neptune has advised that they may not have the capacity to complete the work in 2014. The Town will ask Neptune to hold their prices firm so that completion of the replacement would be completed in early 2015 as their work load permits. The recent extension to December 31, 2015 with no increase per read cost provided by ATCO Electric gives us the flexibility to extend time lines with Neptune Technology Group.</p>

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

	Created By: Ray Romanetz	1
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Agenda Item # 8.1.2

Proposed by:	CAO, R. Romanetz																																
Correlation to Business (Strategic) Plan																																	
Benefits:	- 10% cost savings if the Town engages the services of Neptune by mid-October as they are currently doing installations in Alberta. Neptune's base of operations is located in Mississauga, ON.																																
Disadvantages:																																	
Alternatives:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="4" style="text-align: left;">Financing and Options</td> </tr> <tr> <td style="text-align: left;"><u>Available for the Town:</u></td> <td style="text-align: center;"><u>Costs</u></td> <td colspan="2" style="text-align: center;"><u>Financed By</u></td> </tr> <tr> <td style="text-align: left;">B) Replace half the water meters in 2014</td> <td style="text-align: right;">\$326,922</td> <td colspan="2" rowspan="2" style="text-align: center; vertical-align: middle;">Water Reserves&2015 Oper</td> </tr> <tr> <td style="text-align: left;">Replace the remaining half in 2015</td> <td style="text-align: right;"><u>\$358,322</u></td> </tr> <tr> <td></td> <td style="text-align: right;">\$685,244</td> <td colspan="2"></td> </tr> <tr> <td style="text-align: left;">C) Replace all water meters in 2015</td> <td style="text-align: right;">\$716,910</td> <td colspan="2" style="text-align: center; vertical-align: middle;">Water Reserves&2015 Oper</td> </tr> <tr> <td colspan="4" style="text-align: left;">D) Manual reading of meters until the replacement program is completed.</td> </tr> <tr> <td colspan="4" style="text-align: left;">The cost of reading 1500 meters per year manually is estimated at \$53,862.</td> </tr> </table>			Financing and Options				<u>Available for the Town:</u>	<u>Costs</u>	<u>Financed By</u>		B) Replace half the water meters in 2014	\$326,922	Water Reserves&2015 Oper		Replace the remaining half in 2015	<u>\$358,322</u>		\$685,244			C) Replace all water meters in 2015	\$716,910	Water Reserves&2015 Oper		D) Manual reading of meters until the replacement program is completed.				The cost of reading 1500 meters per year manually is estimated at \$53,862.			
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Finance/Budget Implications:																																	
Operating Costs:		Capital Cost:																															
Budget Available:	\$0.00	Source of Funds:	Reserves																														
Budget Cost:	\$0.00	Underbudgeted Cost:																															
Communication Strategy:																																	
Recommendations:	That Council engage the services of Neptune to replace all of the remaining meters which includes supply and installation in the fall of 2014 or early 2015 at a cost of \$653,845 plus GST.																																
Report Writer:	R.M. Romanetz, P. Eng.	CAO:																															
Position:	Chief Administrative Officer																																



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 8.1.2



Date: October 10, 2014

To:	Mayor and Council	CC:	Al Kendrick Barb Miller
From:	R.M. Romanetz, P.Eng., CAO		
Subject:	Automated Water Meter Readings		

Background:

In July 1997, the Town entered into a contract with ATCO Electric to have them provide automatic meter readings for the Town's water works system. The agreement had a 10 year term with either party being able to serve notice to terminate after the expiration of the 10 year term by providing 30 days notice.

In January, 2010 ATCO Electric advised that they will no longer provide new water meter reading services through their electrical system. The new technology that ATCO was moving toward for electrical services would no longer be compatible with the electromechanical system that was used to read our water meters. ATCO agreed to continue to maintain the existing system with surplus parts but also advised that parts availability would be available for up to 2 years.

As a result of the decision made by ATCO Electric, the Town realized that they had to pursue other meter reading technology to replace the ATCO system. In May, 2010 the Town called for proposals to replace the ATCO automatic meter reading system. The Town chose Accu-Flo who works directly with Neptune Meters, to implement their new water reading technology. The new system uses a SMART METER technology that provides significant improvements over the previous ATCO system. This system was approved by Council on May 25, 2010.

The replacement of the entire automated reading meter system was estimated to cost approximately \$1.5M dollars. Funding for the full replacement of the system was not available and as such the Town implemented a meter replacement program valued at approximately \$250,000 per year. The program has been in place for 3 years. The Town has replaced approximately 50% of our water meters at a cost of approximately \$700,000. The Town has 3000 water meters in place with 1300-1500 remaining to be converted to the SMART METER program.

Issue:

ATCO Electric has served notice that they will not provide water meter reading service passed December 31, 2014. When the Town was advised of this timeline we expressed our concerns

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and asked them to reconsider their position. ATCO has indicated that they will agree to provide meter reading to the end of February, 2015 at a minimum and has agreed to consider an extension through to December 31, 2015. However, ATCO has advised that the current cost of \$0.30 per read may increase after March 1st 2015. They have advised that they will attempt to provide the revised rate to the Town during the week of October 13th – 17th. The Town has requested a proposal from Neptune Meters to replace the remaining 1300 - 1500 water meters. The Town received a proposal from Neptune on October 9th that includes two scenarios:

- 1) Replacement of all remaining meters which includes supply and installation in the fall of this year at a cost of \$653,845;
- 2) Replacement of all remaining meters which includes supply and installation in 2015 at a cost of \$716,910.

Projected savings between the two options is \$63,065.

Financing and Options

Available for the Town:	Costs	Financed By
A) Replace all the water meters in 2014	\$653,845	Water Reserves & 2015 Operating
B) Replace half the water meters in 2014	\$326,922	Water Reserves & 2015 Operating
Replace the remaining half in 2015	<u>\$358,322</u> \$685,244	
C) Replace all water meters in 2015	\$716,910	Water Reserves & 2015 Operating

D) Manual reading of meters until the replacement program is completed.

The cost of reading 1500 meters per year manually is estimated at \$53,862.

Conclusion – the Town must accelerate the replacement of the water meters as a result of ATCO's decision to stop providing meter reading services (date to be determined) however will not extend beyond December 31, 2015. If replacement meters are not in place prior to the ATCO service being terminated, the only option available to the Town would be to manual read the meters. Neptune pricing for 2014 is about 10% less than proposed for 2015. Neptune is currently doing installations for various communities in Alberta and can complete the work in Drumheller this year if a decision is made by mid-October, otherwise 2015 prices include inflation and mobilization costs as Neptune's base of operations is located in Mississauga, ON.



DRUMHELLER

CORPORATE SERVICES



Request for Decision

Date: October 17, 2014


Topic:	Request for Credit
Proposal:	<p>BACKGROUND</p> <p>On or about February 2011, the Town applied a new methodology for charging a Water Base Rate to commercial properties. This change moved from billing one (1) flat rate applied to all services to a Group rate structure where differing rates are applicable depending on the size of the locations water meter.</p> <p>In October 2014, as part of our water meter installation/upgrade program, a new water meter was installed at 622 and 632 9th Street SW. At that time it was identified that the properties currently classified as Group 2 rate were in fact, a Group 1 service. As a result, a credit was issued to the utility account holders in the amount of \$775.28 each. This amount represents the difference in the Water Base Rate charges incurred during the current fiscal year (January to September 2014).</p> <p>The utility account holders have requested a further refund for the difference in Water Base Rate charges from February 2011 to December 31, 2013. Copies of which have been attached.</p> <p>A typical business practice would see any refund limited to the current fiscal year. An advisor with Municipal Affairs has confirmed that there is no legislation within the MGA dealing with overcharges on utility services other than Section 43(1) which states "A person who uses, receives or pays for a municipal utility service may appeal a service charge, rate or toll made in respect of it to the Alberta Utilities Commission, but may not challenge the public utility rate structure itself". Further, Section 43(2) states "If the AUC is satisfied that the person's service charge, rate or toll (a) does not conform to the public utility rate structure established by the municipality (b) has been improperly imposed, or (c) is discriminatory, the Commission may order the charge, rate or toll to be wholly or partly varied, adjusted or disallowed.</p> <p>Business practices within other sectors such as banking and credit cards require any errors to be reported with the statement period.</p> <p>There is a responsibility of an account holder to review charges imposed on the monthly invoice. Bylaw No. 13.13 for the purpose of establishing utility rates provides the information on the Town's billing structure and the charges applicable to the various Groups is readily available online for rate payers to confirm billing accuracy.</p> <p>Researching other municipalities treatment of like situations, the following were noted:</p>

CORPORATE SERVICES

Telephone: (403) 823-1311

	Created By: Barb Miller	1
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<p>Proposal (Cont'd)</p>	<p>Town of Sylvan Lake</p> <p>14.11 In the event of a billing discrepancy or error, where a correction is required by debit or credit to a customer, the maximum correction period is 12 months previous.</p> <p>City of Red Deer</p> <p>BILLING ERRORS</p> <p>18. Where a Customer has been charged less or more than they should have been charged for Utility Services provided, The City will review the account and make corrections for the billing errors for up to a maximum of 12 months prior to the date the error is discovered. Corrections will not be made for billing errors in respect of Utility Services provided more than one year prior to the date the billing error is discovered.</p> <p>Town of Pincher Creek</p> <p>In the event an error has occurred in the utility billings:</p> <ul style="list-style-type: none"> a. And the town is responsible; the account will be adjusted for 3 billing periods plus the current period. b. And the consumer is responsible, it shall be adjusted on the date notification is received. <p>The total amount of the additional credit(s) requested by the account holders is \$6,253.15 calculated as follows:</p> <p>DW Property – 632 9th Street SW (March 2011 to October 2012) \$1,889.00</p> <p>B&P Services – 632 9th Street SW (Nov 2012 to December 2013) \$1,289.35</p> <p>B&P Services – 622 9th Street SW (March 2011 to December 2013) \$3,074.80</p> <p>Options:</p> <ul style="list-style-type: none"> 1. Fully honour the request for credit and direct administration to issue refund(s) in the amount of \$6,253.15. 2. Recognize the credits issued in the amount of \$775.28 each for the current fiscal years overcharge as satisfactory business practice and decline the requests for additional refund. 3. Direct administration to issue an additional refund for partial reimbursement of the requests for additional refund.
<p>Proposed by:</p>	<p>Barbara Miller, CGA Director, Corporate Services</p>
<p>Correlation to Business (Strategic) Plan</p>	
<p>Benefits:</p>	
<p>Disadvantages:</p>	
<p>Alternatives:</p>	

Finance/Budget Implications:	Refund of the above amounts would negatively impact the 2014 operating budget by reducing utility revenue.		
Recommendations:	<p>It is my recommendation that council accept option 2 – recognizing the credits issued for 2014 overcharge as satisfactory refund and decline the requests for additional credit for the following reasoning:</p> <p>Municipalities operate under the basis that moneys collected in a respective year are used to fund current operations. Overall, issuing refunds within the current year for past operational results puts the municipality at risk of being exposed to the potential for unfunded expenses.</p>		
Report Writer:	Barbara Miller, CGA	CAO:	
Position:	Director, Corporate Services		



PO Box 2261
Drumheller AB T0J 0Y0
Phone: (403) 823-9587
Fax: (403) 823-9586
bpolvch@magtech.ca

September 26, 2014

Town of Drumheller
224 Centre Street
Drumheller AB
T0J 0Y4

Attention: His Honour Mayor Yemen & Councillors

Dear Mayor Yemen & Councillors:

Re: Town of Drumheller
Water Accounts #008-0043977-001
and 008-0043978-002
622 9th Street SW & 632 9th Street SW

It has recently come to my attention that B & P Services Ltd. has been over-charged for its water bills in respect to the two above locations. Located in both these premises is a Group 1 Meter; however, since the Town of Drumheller changed their billing rates to a Group 1 and Group 2 Base Rates for water and sewer, B & P Services Ltd. has been charged for Group 2 rather than Group 1 Rates. Doug MacKenzie from The Town of Drumheller Public Works Department has visited both sites and confirmed the meter size in both buildings is 3/4 inch meter and this has been recorded with the Town of Drumheller Utilities Department.

I have been advised that in order to obtain a refund for past years overpayments it is necessary to direct a letter to the attention of your Honour and Councillors asking that a refund be issued.

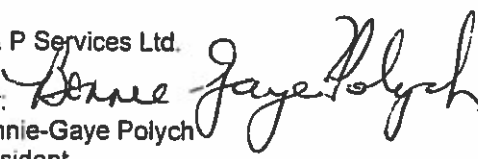
Therefore I am respectfully requesting that a refund be issued to B & P Services Ltd. for the amount of monies that B & P Services Ltd. has overpaid since the error occurred which is from March 1st 2011 in respect to 622 9th Street SW as B & P Services Ltd. was already renting #622 at the time and since Oct 3rd 2012 in respect to 632 9th Street SW, which is when B & P Services Ltd. commenced rental of #632 from D.W. Properties Inc.

D.W. Properties Inc. should rightfully receive any refund from March 1st 2011 up to October 3rd 2012 when B & P Services Ltd. commenced rental and took over payment of the water and sewer accounts for #632.

Thank you for your consideration.

Yours truly,

B & P Services Ltd.

Per: 
Bonnie-Gaye Polych
President

c.c. D.W. Properties Inc.
Attention: Wanda McCann

D. W. PROPERTIES INC.

PO Box 1239
Drumheller, Alberta T0J 0Y0

SEPTEMBER 27, 2014

TO: TOWN OF DRUMHELLER

ATTN: HIS HONOR MAYOR YEMEN & COUNCILLORS

RE: WATER AND SEWER BILLINGS AT 622 & 632 9TH STREET S W. DRUMHELLER

IT HAS RECENTLY COME TO MY ATTENTION THAT FROM MARCH 1ST, 2011 WHEN THE WATER AND SEWER RATES CHANGED, I HAVE BEEN BILLED FOR GROUP 2 METERS AT THE ABOVE NOTED ADDRESSES, WHEN IN FACT, THE METERS ARE 3/4 INCH GROUP 1 METERS.

B.P. SERVICES LTD WAS RESPONSIBLE FOR PAYMENT OF METER #008-0043977-001 AT 622 9TH, BUT METER # 008-0043978 AT 632 9TH WAS BILLED TO 377153 AB LTD (D W PROPERTIES INC) FROM MAR 2011 THRU SEPT. 2012.

AT THIS TIME I AM REQUESTING A CREDIT, IN THE AMOUNT OF THE OVER PAYMENT, TO BE APPLIED TO FUTURE WATER & SEWER BILLINGS TO 377153 AB LTD., OR A REFUND IN THE SAME AMOUNT.

THANK YOU FOR YOUR TIME AND CONSIDERATION

YOURS TRULY

WANDA MCCANN/DIRECTOR

377153 AB LTD/D W PROPERTIES INC.



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 9.1



QUARTERLY REPORT

Name:	R.M. Romanetz, P. Eng.	Month:	July to September 2014
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2014 STRATEGIC BUSINESS PLAN

Corporate Priorities:

FLOOD MITIGATION ACTION PLAN AND FUNDING

Alberta Community Resilience Program grant application has been submitted to the Province for approval. Although the Town's grant application has been submitted, Administration needs to meet with the provincial representatives to move forward on two critical areas: mapping based on the Provincial exemption for Drumheller and whether these areas can be approved as development zones.

Floodway Development Regulation prepared by the Floodway Development Regulation Task Force (a committee of which CAO is a member as well as other municipal and planning administrators since June, 2014). By year end the Province will pass regulations dealing with floodway development and uses. The Province is asking for public input prior to September as provided for in the survey / workbook which can be accessed online on the Municipal Affairs website. CAO and Brad Wiebe – PRMS Director attended the Floodway Regulation Symposium on September 12th in Red Deer where the document was reviewed with municipal representatives from across Alberta.

The document is divided into two areas:

- 1) New Development in the Floodways: a) *prohibitions / restrictions*; b) *proposed authorized uses*.
- 2) Existing Development in Floodways: a) *prohibitions / restrictions*; b) *proposed authorized uses*.

TOURISM LEVY REPORT

Update provided under Director of Community Services' quarterly report.

BADLANDS COMMUNITY FACILITY – FUNDRAISING STRATEGY

Council has requested to meet with Badlands Community Facility to review their fundraising strategy.

AQUAPLEX ENHANCEMENTS TENDER

Tender was signed with Pearl Rose Construction on September 17th with a completion dependant on the delivery of materials as this is subject to clearing customs. Also a report prepared for the Aquaplex in 1975 will be suitable to finalize pile sizing to support the exterior portion of the waterslide: both exterior and interior foundations will be completed in advance of the delivery of the waterslide.

ECONOMIC DEVELOPMENT STRATEGY TERMS OF REFERENCE

Economic Development Task Force workshop to be held on October 21st with a strategy to be identified by November, 2014. A facilitator is being brought in to help develop an economic development strategy.

Office of the Chief Administrative Officer

Telephone: (403) 823-1339

Other Priorities:

Tourism Diversification Report – Travel Drumheller is working on various licensing options to secure sustainable funding for marketing / development of tourism. A report with options and input from stakeholders to be presented to Council by mid-November.

MDP / LUB Update – Council approved various amendments in May, 2014 as the first phase of the Land Use Bylaw review. Review of Volume 1 of the MDP will include updating the background report and include updates for the flood related amendments for both LUB and MDP once finalized by the Province. Volume 2 policy remains as relevant as when it was written however the MPC will review the Land Use Bylaw and MDP and provide any recommendations they may have for review by Council.

Recreation Cost Recovery / Subsidy Philosophy – Part of 2015 budget deliberations.

Infrastructure Master Plan – terms of reference prepared however the project is subject to MSI funding approval.

Advocacy (CAO / Council)

Senior Housing – the Town has had discussions with the private sector regarding building additional units for senior housing.

Organizational Improvements

Organizational Adjustments – Director of Protective Services hired mid-September.

Succession Planning – Template for succession planning has been developed – Directors currently identifying future staffing needs.

Service Capacity Review – Administration will update the 2013 Service Capacity Review prior to the 2015 budget process.

Operational Strategies (CAO / Staff)

OFFSITE LEVY BYLAW – This bylaw will be addressed as part of our municipal infrastructure study. Terms of reference for the infrastructure study have been prepared. The Town is awaiting funding approval through MSI before we can proceed.

2ND YEAR INTERNSHIP – Town was not able to participate in the 2nd year program. The Town has hired a Special Projects Coordinator to handle a number of responsibilities identified for the intern position.

Carryover

GIS and ASSET MANAGEMENT (Capital Inventory) – Al Kendrick attends the Asset Management Local Group in Alberta which meets 4X per year.

Lobbying (Mayor / CAO)

- Mayor Yemen received from:
 - o Letter from Minister of Public Safety and Emergency Preparedness advising that an increase for one regular member to the Municipal Police Service Agreement for the RCMP will be included in the 2015-2016 Annual Contract Policing Incremental Funding Request

Other Work Priorities:

Regional Water – A meeting will be arranged with Aqua7 to discuss long term strategies and water rate projections. CAO R. Romanetz met with Three Hills CAO Laurie Conklin to discuss partnership opportunities.

Agenda Item # 9.1

LANDFILL OPERATIONS – Alberta Environment has authorized a one year extension to our landfill approval. Public consultation process is currently underway. The transfer station waste and recycling hauling contract has been put to tender with a closing date of October 31st.

Outstanding Issues for the Next Quarter:

2015 Operation and Capital Budget

Drumheller Flood Mitigation

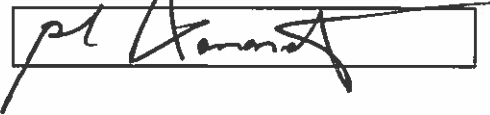
Drumheller Water Plant Upgrades

East Coulee / Lehigh Water Fill Station

Aquaplex Waterslide and Upgrade

Engineering Consultants Proposal

CAO:

A handwritten signature in black ink, appearing to read 'P. L. ...', is written over a rectangular box.



2014 Infrastructure Report on Corporate Priorities Third Quarter

Director of Infrastructure Services – Allan Kendrick

Aquaplex Enhancements:

Council approved a limit for Administration to negotiate options on the waterslide and other related work which we have completed. The Town and Contractor have confirmed the location of the slide and stairs. ATCO has approved the location of the support piles and structure. The contractor has met onsite with the slide manufacturer's representative, who is finally starting production. The majority of time required is for the production of the slide and support structure as well as about a week in transit to the site. Delivery could be as much as plus or minus 28 days to clear Customs. The slide erection would be about two weeks on site when the components arrive from Turkey. We are off our construction schedule and will adjust once more information becomes available from the contractor. However, the contractor still believes that he may be able to come close to the timelines that have been allowed in the Contract. Parts of the construction work can be completed ahead of the water slide delivery date which will help us come close to our target dates.

Water System Expansion:

East Coulee water line construction has been completed and is operational with the exception of the Water Dispenser. The contractor is seeding a number of areas with different seed mixes to appease various property owners. The final pipeline inspection will take place October 20th. The Contractor had some issues with pricing on the Dispenser equipment from the original supplier when they were no longer supplying the metal structure. The Contractor has now finalized the supplier and has commenced working on the site preparation for the Water Dispenser as of September 25th and will complete the construction within 60 days. The Town forces have installed the waste lines and components and are working on the servicing of the other utilities required for the site. We are hopeful that the Water Dispenser would be operational before year's end.

Town Entrances:

The first sections of boulevard have been completed with the concrete, decorative rock, planters and provisions for banner poles so far this year. Some other materials and suppliers

have yet to be sourced out to enhance what been installed to date. Water was planted at a location on the east side with one of our partners the Girl Guides. A Work Bee was organized with Town staff and the Girl Guides who completed the planting in very short order as per the design plan. Unfortunately with present staffing levels this project will be ongoing as time, funds and weather permit.

Water & Wastewater Plant Upgrades:

We have reviewed our proposed addendum to our Approval to Operate the Water Treatment System with AESRD. We have completed an the upgrade to our backwash de-chlorination system, which now requires on line monitoring and automation to be added. We will also amend the parameters for UV transmittance , UV dosage requirements. All these items should reduce some of the further requirements for residual treatment from the plant as well as address compliant issues.

The East Coulee Wastewater Treatment Plant Upgrade is complete. We have several concerns with equipment and chemicals that still need to be worked out. Staff are working with our Consultants to control the plant as efficiently and effectively as possible. We continue to have compliance issues with the average total phosphorous exceeding allowable limits of less than or equal to 0.5 mg/l.

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 continue to work with two consultants to complete grant applications for funding this fall.

SCADA upgrades are under way as funds and requirements dictate. Some operating software requires newer operating platforms, existing XP is not being supported by software suppliers.

Infrastructure Master Plan:

Request For Proposals has been completed and are being review by CAO. The Proposal call should be ready to go once MSI funding is approved.

2013 Flood Impact:

Town Staff are still working on providing information for Consultants and the Province. Staff are also purchasing items identified in the Flood Readiness Grant Application which was approved by the Province. The Town will be paving roadways and other damaged areas by the flood and claiming all of these costs back to the Province once they are approved.

...

Tough Mudders:

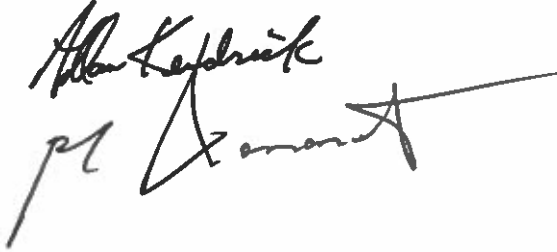
Agenda Item # 9.2

The Event went off very well, with only a few minor concerns. A lot of positive comments were received about the event and a lot of participants are looking forward to next year's event.

Other Operational Concerns:

Some of the items listed below have reduced staff's ability to perform regular maintenance in a timely manner in various areas as expected.

Staffing levels - key operational staff off on extended sick leave, vacation, etc., Special events/assistance with Non Profit groups, Tennis courts & Greentree site preparations and work, Old Boot & Jean Demolition, Equipment break down and repairs as well as Weather and Contractor related scheduling conflicts.

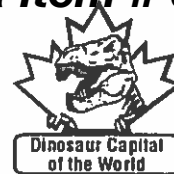
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DRUMHELLER

INFRASTRUCTURE SERVICES

Agenda Item # 9.2



2014 Infrastructure Quarterly Report

Name :	Allan Kendrick	Month:	
	Director of Infrastructure Services	July 1, 2014 - September 30, 2014	3rd Quarter

Last Quarter's Accomplishments:

Human Resources:

- 1 summer student
- 3 Seasonals
- Inmate Program completed

Facilities:

- Tri- annual fire drills
- Groundwater monitoring at the Airport
- Routine maintenance
- Replaced MUA at STP
- Emergency lighting
- Replaced furnace at EC Fire Hall
- Windows in at the RCMP building

Aquaplex:

- Outdoor pool winterized
- Kiddy pool painted
- Chemical pumps replaced

Arena:

- Ice went in
- Gas detector checks
- Painting
- Routine maintenance
- Installation of railing

Water:

- 16 Water services, box and rod replacements
- 292 Locates
- 102 Work Orders
- Water plant routine lab work and sample collection
- Meter installs and reads
- Water break at Cemetery and 4th Ave NW
- WTP chemical inventory and ordering
- Weekly water and wastewater operator meetings
- Taste and water odor in July

Wastewater:

- Monthly sewer flushing of problem areas
- Routine operation and testing at WWTP
- Daily sewage hauling
- Wastewater routine lab work
- Lift station rounds and inspections
- 14 complaints of sewer back ups
- Repaired 7 sewer services

Operations:

- 147 line locates were completed
- Routine Cemetery burials, columbarium opening & closings
- Decorative light repairs
- Mosquito Control
- D.E.D Traps placed
- Weed Control
- Beaver control & tree wrapping
- Irrigation maintenance and blow outs
- Tree pruning, planting and removal
- Trail Maintenance
- Ball diamonds maintenance
- Parks cleanup and mowing
- Refuse container collection
- Boot and Jean Demolition
- Memorial bench installs at various locations
- Mowing grass in green spaces and cemetery
- Annual Safety Meeting
- Weekly tool box meeting
- Bi-weekly Supervisor meetings
- Monthly Utility meetings

- Airport maintenance, flags and run way lighting
- Landscaping at Airport

Roads

- SIP – Concrete & Asphalt
- SIP - Landscaping
- Seasonal pot hole patching
- Seasonal street sweeping
- Street Signs
- Seasonal alley grading and graveling
- Storm Sewer Installation
- Calcium Chloride Program

Equipment

- Routine servicing and equipment cleaning
- Heavy truck CVIP inspections & repairs
- Genset tri-annuals
- Routine repairs & maintenance of fleet vehicles and equipment including Fire Dept
- Commercial Vehicle inspections on applicable units
- Numerous Flood Mitigation purchases included a new bobcat, pumps, boats, light towers, Gensets and generators

Land / Developments / Agreements / Projects:

- Neptune meter install program, ongoing
- Greentree Playground
- Tennis Courts Complete
- Flood Mitigation Purchasing
- Town Beautification project – South entrance boulevard
- Girl Guide Shrub Park
- East Coulee water line
- BCF Patio, benches and tables
- Angel Corner
- Stampede Grounds, Landscaped and built benches
- Re-designed Munchie park

- East Coulee/Cambria waterline
- 2013 Cast Iron replacement paving completed

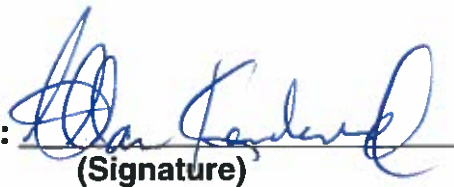
Budget Performance:

Overall budget is on track for the third quarter.

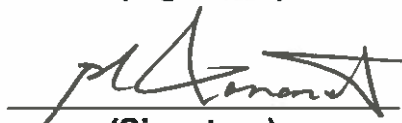
Special Events:

- Tough Mudder Competition
- July 1st Celebrations

Director:


(Signature)

CAO:


(Signature)

Contributions from:

Brian Bolduc
Fred Sharrun
Kevin Blanchett
Daryl McConkey
Reg Bennett



DRUMHELLER

CORPORATE SERVICES



Quarterly Report – September 30th, 2014

2015 Budget

The budgeting process has been initiated and staff are currently working on year 1 (2015) of the three year *operating* budget. This process will differ somewhat from previous budget preparation methodology in that once the three year budget has been completed, it will remain a continuous document. Each fall a review of the upcoming year's operating budget will be conducted for final adjustment and council adoption; and a new year three of the budget will be developed - providing a rolling, three year budget at any given time.

Preliminary timelines on the budget process are:

October 1 st - 20 th	Budget kickoff Departmental input - (2015) operating requests completed
November 1 st - 15 th	CAO & senior management discussion of (2015) operating budget
November 24 th	Council presentation and discussion initiated - (2015) operating budget
November 30 th	Departmental input - (2016, 2017) operating requests completed
December 1 st	2015 capital budget discussions initiated
December 15 th	Adoption of 2015 operating budget
January (to be determined)	Council presentation/discussion/adoption of (2015) capital budget
January (to be determined)	CAO & senior management review & discussion of (2016/17) operating budgets
February (to be determined)	Council presentation and discussion of (2016/17) operating budgets

2015 Water Rates

Work on 2015 water rates will be initiated on substantial completion of the 2015 operating budget (mid November). To assist with the 2015 calculations Corporate Services will be engaging the consulting services of Mr. Wulff. A notification letter of a maximum 5% increase will be issued to our municipal customers within the required 60 days to allow for any increase adopted by council to be implemented as of January 1st, 2015. It is expected that Corporate Services will present all utility rates for final adoption of council by December 15th, 2014.

Badlands Community Fundraising Committee

The BCF Fundraising committee has seen a slight change with two new member at large appointees and one resignation. Committee members have been actively planning and hosting fundraising events including Octoberfest, Winter Wonderland, a Valentine's event and a country band concert in April. The committee is also working towards hosting a radio-thon to further promote and sell legacy tree leaves.

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

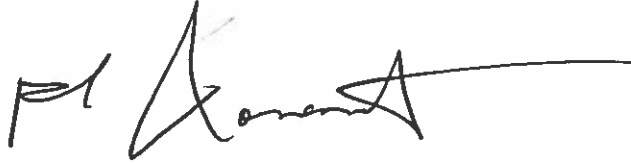


Telephone: (403) 823-1311
Fax: (403) 823-7739
E-mail: bmiller@dinosaurvalley.com
www.dinosaurvalley.com

As previously advised, the Town has applied for a permanent liquor license, Class B – Convention for the premises. To date, there has been no decision received on this application and we continue to inquire on its status.

Tourism Levy

Corporate Services, in partnership with Community Services, is prepared to support Travel Drumheller with whatever model is ultimately selected for 2015 business licenses.

A handwritten signature in black ink, appearing to be 'P. A. ...', with a long horizontal line extending to the right.

Agenda Item # 9.3

Council Monthly Financial Statements 2014 ops
Statement

Town of Drumheller Financial Report

For The Month Ending September 2014 (un-audited) (75% through the year)

17-Oct-14

	Revenue			Expenditures			Net of Revenue and Expenses			Variance
	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%	
General Operating Revenues										
0001 General Revenues	7,285,116	9,866,081	73.84	-	-	-	(7,285,116)	(9,866,081)	73.84	2,580,965
	7,285,116	9,866,081	73.84	-	-	-	(7,285,116)	(9,866,081)		2,580,965
General Government										
1101 Legislature	-	-	NA	160,637	234,378	68.54	160,637	234,378	68.54	(73,741)
1201 Administration	103,433	93,200	110.98	901,614	1,084,831	83.11	798,181	991,631	80.49	(193,450)
1202 Town hall	-	-	NA	110,791	103,508	107.04	110,791	103,508	107.04	7,283
1203 Computer Services	21,900	95,200	23.00	211,629	327,811	64.56	189,729	232,611	81.56	(42,882)
	125,333	188,400	66.52	1,384,671	1,750,528	79.10	1,259,338	1,562,128		(302,790)
Protective Services										
2101 Policing	556,225	613,071	90.73	1,137,646	1,559,919	72.93	581,421	946,848	61.41	(365,427)
2301 Fire Department	21,173	37,000	57.22	181,586	313,953	57.84	160,413	276,953	57.92	(116,540)
2401 Disaster Services/Risk Mngmnt	-	-	NA	105,787	54,474	194.20	105,787	54,474	194.20	51,313
2501 Ambulance Services	-	-	NA	5,000	5,000	100.00	5,000	5,000	100.00	-
2601 Safety Codes - Drummheller	168,536	111,100	151.70	(12,471)	66,760	(18.68)	(181,007)	(44,340)	408.23	(136,667)
2602 Safety Codes - Palliser	46,807	71,704	65.28	48,997	61,571	79.58	2,190	(10,133)	(21.61)	12,323
2603 Development Permits	20,826	19,250	108.19	54,636	75,286	72.57	33,810	56,036	60.34	(22,226)
2610 Animal and Pest Control	10,806	16,000	67.54	14,458	35,952	40.21	3,652	19,952	18.30	(16,300)
2611 Weeds	4,660	6,000	77.67	27,010	54,602	49.47	22,350	48,602	45.99	(26,252)
2612 Mosquito	-	-	NA	55,771	136,938	40.73	55,771	136,938	40.73	(81,167)
	829,033	874,125	94.84	1,618,420	2,364,455	68.45	789,387	1,490,330		(700,943)
Transportation Services										
3101 Administration	-	18,183	-	267,599	364,415	73.43	267,599	346,232	77.29	(78,633)
3102 Workshop and Yards	657	31,000	2.12	153,827	232,517	66.16	153,170	201,517	76.01	(48,347)
3103 Parking Lots	-	-	NA	-	-	NA	-	-	NA	-
3202 Roads and Streets	18,190	229,000	7.94	384,963	884,557	43.52	366,773	655,557	55.95	(288,784)
3203 Street Lighting	-	53,000	-	261,417	345,294	75.71	261,417	292,294	89.44	(30,877)
3204 Traffic Services	-	-	NA	29,897	71,343	41.91	29,897	71,343	41.91	(41,446)
3211 Secondary/Primary Hiways	-	-	NA	-	-	NA	-	-	NA	-
3301 Airport	29,745	45,029	66.06	24,400	94,202	25.90	(5,345)	49,173	(10.87)	(54,518)
	48,592	376,212	12.92	1,122,103	1,992,328	56.32	1,073,511	1,616,116		(542,605)

Town of Drumheller
 Financial Report

For The Month Ending September 2014 (un-audited) (75% through the year)

17-Oct-14

	Revenue			Expenditures			Net of Revenue and Expenses			Variance
	Actual	Budget	%	Actual	Budget	%	Actual	Budget	%	
Water Works										
4101 Water Revenue	2,294,341	2,983,096	76.91	859,049	1,292,235	66.48	(2,294,341)	(2,983,096)	76.91	688,755
4101 Administration	-	-	NA	-	-	57.94	859,049	1,292,235	66.48	(433,186)
4102 River Intake & Pump Station	-	-	NA	42,068	72,610	83.92	-	-	57.94	(30,542)
4103 Low Lift Pump Station	-	-	NA	14,749	17,575	83.92	14,749	17,575	83.92	(2,826)
4104 Raw Water Reservoir	-	-	NA	2,404	20,301	11.84	2,404	20,301	11.84	(17,897)
4105 Purification & Treatment	-	15,000	-	726,487	1,009,141	71.99	726,487	994,141	73.08	(267,654)
4106 Transmission	-	7,000	-	466,155	593,234	78.58	466,155	586,234	79.52	(120,079)
4107 Distribution	-	-	NA	-	-	NA	-	-	NA	-
	2,294,341	3,005,096	76.35	2,110,912	3,005,096	70.24	(183,429)	-	-	(183,429)
Environmental Health - Sewer										
4201 Sewage Admin - Drumheller	1,523,689	1,621,531	93.97	340,281	494,728	68.78	(1,183,408)	(1,126,803)	105.02	(56,605)
4202 Sewage Admin - Rosedale	-	-	NA	-	-	NA	-	-	NA	-
4203 Sewage Admin - East Coulee	40,704	37,000	110.01	12,538	16,718	75.00	(28,166)	(20,282)	138.87	(7,884)
4211 Sewage Collection - Drumheller	-	67,000	-	242,267	472,549	51.27	242,267	405,549	59.74	(163,282)
4212 Sewage Collection - Rosedale	-	-	NA	-	-	NA	-	-	NA	-
4213 Sewage Collection - East Coulee	-	-	NA	4,621	22,532	20.51	4,621	22,532	20.51	(17,911)
4221 Sewage Treatment - Drumheller	-	-	NA	454,807	638,611	71.22	454,807	638,611	71.22	(183,804)
4222 Sewage Treatment - Rosedale	-	-	NA	-	-	NA	-	-	NA	-
4223 Sewage Treatment - East Coulee	-	-	NA	43,781	82,393	53.14	43,781	82,393	53.14	(38,612)
	1,564,393	1,725,531	90.66	1,098,295	1,727,531	63.58	(466,098)	2,000	-	(468,098)
Environmental Health - Other										
4301 Garbage	67,004	86,000	77.91	324,107	386,529	83.85	257,103	300,529	85.55	(43,426)
	67,004	86,000	77.91	324,107	386,529	83.85	257,103	300,529	85.55	(43,426)
Public Health and Welfare										
5101 FCCS Administration	146,282	195,042	75.00	69,968	102,222	68.45	(76,314)	(92,820)	82.22	16,506
5102 Handyman Services	-	9,289	-	21,238	35,251	60.25	21,238	25,962	81.80	(4,724)
5103 Seniors	120	-	NA	37,540	58,073	64.64	37,420	58,073	64.44	(20,653)
5105 Volunteer Program	7,329	25,600	28.63	23,808	53,848	44.21	16,479	28,248	58.34	(11,769)
5106 After School Care	18,022	13,446	134.03	37,221	53,499	69.57	19,199	40,053	47.93	(20,854)
5121 Indirect Programs	-	5,200	-	24,290	35,884	67.69	24,290	30,684	79.16	(6,394)
5151 Employment Services	-	-	NA	-	-	NA	-	-	NA	-
5301 Health Services	271,835	382,272	71.11	412,145	415,942	99.09	140,310	33,670	416.72	106,640
5302 Non-FCCS Programs	71,485	88,948	80.37	84,977	96,660	87.91	13,492	7,712	174.95	5,780
5601 Cemetery	46,393	56,827	81.64	48,091	77,883	61.75	1,698	21,056	8.06	(19,358)
	561,466	776,624	72.30	759,278	929,262	81.71	197,812	152,638	129.58	45,174

Agenda Item # 9.3

Town of Drumheller Financial Report

For The Month Ending September 2014 (un-audited) (75% through the year)

17-Oct-14

	Revenue		%	Expenditures		%	Net of Revenue and Expenses		Variance
	Actual	Budget		Actual	Budget		Actual	Budget	
Environmental Development									
6101 Municipal Planning	-	-		99,149	104,106	95.24	99,149	104,106	(4,957)
6201 Economic Development	905	-		29,758	106,184	28.02	28,853	106,184	(77,331)
6202 Valley Bus Society	2,690	25,000		56,069	84,107	66.66	53,379	59,107	(5,728)
6203 Community Lotteries Board	-	-		-	-	NA	-	-	-
6204 Tourism Bureau	-	-		106,856	115,787	92.29	106,856	115,787	(8,931)
6601 Subdivision & Developments	269,859	-	NA	269,859	-	NA	-	-	-
6602 Land Rentals	1,750	1,750	100.00	(11,165)	-	NA	(12,915)	(1,750)	(11,165)
6701 Public Housing Operations	16,759	22,346	75.00	16,735	31,622	52.92	(24)	9,276	(9,300)
6902 Community Centre	-	-		-	-	NA	-	-	-
6903 Daycare	-	-		-	-	NA	-	-	-
6904 Old City Cells	-	-		2,793	7,174	38.93	2,793	7,174	(4,381)
6905 Police Building	31,914	42,552	75.00	71,581	123,584	57.92	39,667	81,032	(41,365)
	323,877	91,648	353.39	641,635	572,564	112.06	317,758	480,916	(163,158)

Recreation and Culture

7201 Administration	-	-	NA	63,947	97,416	65.64	63,947	97,416	(33,469)
7202 Aquaplex	149,861	254,679	58.84	633,565	850,508	74.49	483,704	595,829	(112,125)
7203 Arena	51,387	162,500	31.62	384,220	581,625	66.06	332,833	419,125	(86,292)
7204 Parks and Playgrounds	21,030	28,000	75.11	359,660	577,754	62.25	338,630	549,754	(211,124)
7205 Seasonal Recreation Programs	23,522	22,500	104.54	31,730	39,272	80.80	8,208	16,772	(8,564)
7206 Curling Club	-	-	NA	1,899	5,000	37.98	1,899	5,000	(3,101)
7401 Civic Centre	-	-	NA	810	-	NA	810	-	810
7402 Library	-	-		232,403	293,746	79.12	232,403	293,746	(61,343)
7403 Community Halls	-	-		-	-	NA	-	-	-
7404 Badlands Community Facility	399,207	763,829	52.26	1,213,010	1,605,031	75.58	813,803	841,202	(27,399)
7411 Community Events	6,775	4,000	169.38	63,750	49,923	127.70	56,975	45,923	11,052
	651,782	1,235,508	52.75	2,984,994	4,100,275	72.80	2,333,212	2,864,767	(531,555)

Fiscal Services

9701 Operating Contingencies	-	-	NA	1,010,932	1,347,909	75.00	1,010,932	1,347,909	(336,977)
9702 Education	2,059,295	2,800,000	73.55	2,139,870	2,800,000	76.42	80,575	-	80,575
	2,059,295	2,800,000	73.55	3,150,802	4,147,909	75.96	1,091,507	1,347,909	(256,402)

Total Operating Accounts

Amortization Expense	15,810,232	21,025,225	75.20	15,195,217	20,976,477	72.44	(615,015)	(48,748)	(566,267)
(Surplus) Deficit without Amortization									
	15,810,232	21,025,225		15,195,217	20,976,477		(615,015)	(48,748)	(566,267)

transfer of 2012 surplus to reserve in 2013 of \$0
transfer of 2012 surplus to reserve in 2013 of \$0

1-2-****-930	Amortization Expense	-	-	Amortization entries are not made until December 31st					
1-2-41**930	Water	-	-						(5,214,993)
1-2-42**930	Sewer	-	-						(5,791,260)
1-2-general	General	-	-						(566,267)



DRUMHELLER

COMMUNITY SERVICES

Agenda Item # 9.4



Name:

Paul Salvatore, Director

Quarter:

Third - 2014

Progress on 2014 Strategic Business Plan

Tourism Registry Report

- Travel Drumheller continues to work with Tourism Industry stakeholders in order to present the Town with the necessary details for the implementation of a new tourism marketing and infrastructure development program.
- The Chamber of Commerce supports the principle of a new business license model and the Economic Development Task Force also supports moving in this direction. Both organizations agree that the best way to drive the community's economic potential is to grow tourism visitation; over time, this will lead to increased capital investments and the attraction of, or start-up of new businesses.
- Businesses that DO NOT benefit directly from the tourism industry (ie. Light Industrial and Professional Services) will not see a change to their business license fees.
- Amendments to the Business Bylaw are currently under development. These amendments are needed to clarify which sectors of the business community will support the tourism funding model, and at what revised fee schedule.
- Council's review of the bylaw and the details surrounding the tourism funding model has been delayed to early November as Travel Drumheller continues to inform key stakeholders.
- Council will need to approve a new bylaw in time for implementation in January 2015.

Economic Development Strategy

- The Economic Development Task Force meets with a facilitator from Alberta Culture on October 21, 2014 to develop the strategy with the Task Force. The Economic Development Officer met and the Vice-Chair of the Task Force have been preparing for the session for the past 6 weeks.
- The Strategy should be available for Council's review by the end of November, 2014.

Tourism Diversification

- A summary from the 2011 Tourism Master Plan identifies a list of activities that should be undertaken in the future for future Tourism Investment.
- Critical to any activity – is finding a sustainable source of funding for future projects.

Municipal Development Plan / Land Use Bylaw Updates

- Bylaw 05.14 was adopted by Council on May 20th to amend the Land Use Bylaw with modifications and additions to land use regulations to allow more consistency of zoning in areas.
- Work continues with Palliser Municipal Services for the delivery of a revised Municipal Development Plan.

Telephone: (403) 823-1316

Recreation Cost Recovery / Subsidy Philosophy

- Council approved a reduction in the admission fees for the Aquaplex (in April 2014) and a comprehensive review of the revenue / cost recovery model is underway as part of the overall discussion of the 2014-2019 Budget process.
- Reports from the Badlands Community Facility show that our current level of cost recovery for this facility is over 60%. Revenues and costs increased in 2014 in line with projections that were made in the 2014 budget. A change in the operational revenues position for the BCF in 2014 is the manner in which our deferred revenues are being brought into this year's actual in the calendar year.
- (This will be noted as an accounting adjustment that will show revenues from annual memberships being entered a monthly basis.)
- Memberships revenue growth has stabilized – and we continue to have over 1,000 active members. We expect that we will build on annual memberships into the Fall and Winter months (we always have an increase in memberships after harvest season, into Christmas and in response to purchases related to New Year's resolutions.)
- On the banquet hall aspect of our operations, we have increased our banquet hall / room rental uses by over 40% so far (based on current commitments). We have two major conferences to host in 2015 1) the FCSS Directors Network and Grey Matters (the Alberta Seniors Conference). Both are exactly the types of conferences that we set out to attract in the 2014 marketing plan. We are finding that there is significant preparation and coordination time required for bidding and hosting conferences. The community benefits from the economic impact of having such large events. (over 300 hotel rooms, for example were required – as a block – in order to host these conferences.)

Website

- The Town selected a local web design development company (Marketing Hits) and continues to work with the Content Management Committee (a staff committee) on the website rebuild.
- The efforts to date include an exhaustive review of the current and future navigation structure of the site and getting staff involved in the site building process.
- To date, significant progress over 70% of content has been developed.
- Prior to completion the content will be proofed and tested.
- The target launch date will be in November.

Affordable Housing (Carryover)

- The CAO, Economic Development Officer, Municipal Intern and the Director of Community Services are getting closer to the release of various Requests for Proposal – RFP as per Council's direction in the Spring of 2014.
- The Economic Development Task Force has a working committee to contribute the discussion of this issue.

Downtown Revitalization (Carryover)

- A new Downtown Revitalization committee has been formed (independent from the Town of Drumheller).
- The Committee approached Council in June 2014 to consider downtown street closures (in reference to establishing a pedestrian mall). There was no clear support for moving this initiative forward, so the Committee has not moved this item ahead.
- The Committee seek's Council's direction for consideration of the 2015 Tourism season.

Telephone: (403) 823-1316



Paul Salvatore, Director – Community Services



Raymond M. Romanetz, CAO

Telephone: (403) 823-1316

Town of Drumheller Quarterly Statistics

Agenda Item # 9.4

Town of Drumheller Building Permits Quarterly Report Ending September 30, 2014

Category	Values	Date		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Grand Total
COMMERCIAL	Permits Issued												
	Construction Value												
INDUSTRIAL	Permits Issued												
	Construction Value												
INSTITUTIONAL	Permits Issued												
	Construction Value												
MULTI-FAMILY	Permits Issued												
	Construction Value												
RESIDENTIAL	Permits Issued												
	Construction Value												
Total Permits Issued													
Total Construction Value													

NOTE: August Commercial is showing \$0.00 as per owner - this is for occupancy for a commercial/residential property in the downtown area

Town of Drumheller Building Permits Quarterly Report Ending September 30, 2013

Category	Values	Date		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Grand Total
COMMERCIAL	Permits Issued												
	Construction Value												
INSTITUTIONAL	Permits Issued												
	Construction Value												
RESIDENTIAL	Permits Issued												
	Construction Value												
Total Permits Issued													
Total Construction Value													

Town of Drumheller Quarterly Statistics

Agenda Item # 9.4

Town of Drumheller Building Permits Quarterly Report Ending September 30, 2014

Category	Values	Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Grand Total
COMMERCIAL	Permits Issued											
	Construction Value				1	2	8	3	2	1	1	18
INDUSTRIAL	Permits Issued											
	Construction Value				1						1	1
					\$4,000,000						\$800,000	\$4,800,000
INSTITUTIONAL	Permits Issued			1		1			3			5
	Construction Value					\$139,000			\$260,210			\$7,899,210
MULTI-FAMILY	Permits Issued					1		2	1			4
	Construction Value					\$500,000		\$1,050,890	\$4,000			\$1,554,890
RESIDENTIAL	Permits Issued		1	1	2	9	17	7	10	8	5	60
	Construction Value		\$120,000	\$600	\$5,000	\$209,500	\$1,292,385	\$631,865	\$746,250	\$622,487	\$69,300	\$3,697,387
Total Permits Issued			1	2	4	13	25	12	16	9	7	89
Total Construction Value			\$120,000	\$7,500,600	\$4,010,000	\$1,135,500	\$1,675,285	\$1,692,755	\$1,114,460	\$622,487	\$1,369,300	\$19,240,387

NOTE: August Commercial is showing \$0.00 as per owner - this is for occupancy for a commercial/residential property in the downtown area

Town of Drumheller Building Permits Quarterly Report Ending September 30, 2013

Category	Values	Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Grand Total
COMMERCIAL	Permits Issued		1	1	3	1	2	1	4	5	1	29
	Construction Value		\$450,000	\$6,000	\$457,000	\$2,500	\$45,000	\$500	\$274,000	\$563,000	\$30,000	\$1,828,000
INSTITUTIONAL	Permits Issued		1				1					2
	Construction Value		\$50,000				\$60,000					\$110,000
RESIDENTIAL	Permits Issued		5	2	5	9	11	7	13	3	10	65
	Construction Value		\$344,500	\$55,000	\$446,500	\$169,500	\$1,023,700	\$102,000	\$412,800	\$28,950	\$915,000	\$3,497,950
Total Permits Issued			7	3	8	10	14	8	17	8	11	85
Total Construction Value			\$844,500	\$61,000	\$903,500	\$172,000	\$1,128,700	\$102,500	\$686,800	\$591,950	\$945,000	\$5,435,950



DRUMHELLER

PROTECTIVE SERVICES



Name:	Greg Peters Director Protective Services	Quarter:	JULY TO SEPT 2014
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Last Quarter's Accomplishments:

- Director of Protective Services assumed new position with the Town September 22, 2014.
- Attached please find statistics from the RCMP regarding third quarter numbers on incidents reported to the police.
- Attached please find the third quarter Community Bylaw Enforcement report.

Progress on Projects/Programs:

- New Fire Chief hiring process underway
- Amendments/Review to/of Municipal Emergency Plan
- Reviewing Town Hall Security Policy
- Risk management review

NextQuarter's Objectives :

- Complete Review of overall Fire operations by Director with outgoing/incoming chief
- Complete revision of Municipal Emergency Plan
- Complete Review of risk management operations, filing procedures, improve communication with employees so all achieve a better understanding of what it means and does.
- Canvass mayor and council to determine if there is any interest in council members taking an AEMA course designed for elected officials to understand their roles in an emergency and the province's legislation and emergency management framework. Please see attached sheet for more information.
- Complete review and changes to Town Hall Security Policy.
- Complete Action Plan regarding 2014 External Audit.

Upcoming Special Events:

Director: 

CAO: 

Telephone: (403) 823-1363



MUNICIPAL ELECTED OFFICIALS COURSE INFORMATION SHEET

COURSE OUTCOMES

At the end of the course, you will:

- Identify the roles and responsibilities of elected officials in preparing for and responding to a major emergency or disaster
- Summarize Alberta's emergency management framework and legislation

EVALUATION

Feedback from course trainer(s), Alberta Emergency Management Agency's (AEMA) staff, and peers

TRAINING METHOD

Presentations, discussions, at least one exercise

TARGET AUDIENCE

- Chief elected officials
- Councilors
- Chief administrative officers
- Municipal directors of disaster services

COURSE PREREQUISITE

Reviewing your Municipal Emergency Plan before the course is useful.

COURSE LENGTH AND LOADING

Minimum of five hours (one day) is required to achieve the course outcomes. Minimum 20 participants.

Drumheller Municipal Detachment
Statistical Comparison of Q3 and Year to Date
Year 2013 - 2014

Agenda Item # 9.5

CATEGORY	2013		2014		% Change	
	Q3 - 2013	YTD	Q3 - 2014	YTD	Q3	YTD
1 Homicide	0	0	0	0	0.0%	0.0%
2 Offences Related to Death	0	0	0	0	0.0%	0.0%
3 Robbery	3	3	0	2	-100.0%	-33.3%
4 Sexual Assaults	1	4	3	4	200.0%	0.0%
5 Other Sexual Offences	0	0	1	1	100.0%	100.0%
6 Assault	43	82	36	83	-16.3%	1.2%
7 Kidnapping/Hostage/Abduction	1	3	0	2	-100.0%	-33.3%
8 Extortion	0	0	0	1	0.0%	100.0%
9 Criminal Harassment	10	24	5	13	-50.0%	-45.8%
10 Uttering Threats	8	20	14	25	75.0%	25.0%
11 Other Persons	1	1	0	2	-100.0%	100.0%
TOTAL PERSONS	67	137	59	133	-11.8%	-2.9%
12 Break & Enter	14	40	19	27	35.7%	-32.5%
13 Theft of Motor Vehicle	30	17	8	15	-70.0%	-11.8%
14 Theft Over	0	2	3	6	300.0%	200.0%
15 Theft Under	64	106	58	96	-9.4%	-9.4%
16 Possn Stn Goods	7	8	3	7	-57.1%	-12.5%
17 Fraud	11	24	5	21	-54.5%	-12.5%
18 Arson	0	0	2	3	200.0%	300.0%
19 Mischief To Property	72	159	72	136	0.0%	-14.5%
TOTAL PROPERTY	178	356	170	311	-4.5%	-12.8%
20 Offensive Weapons	27	57	27	63	0.0%	10.5%
21 Disturbing the peace	25	62	22	54	-12.0%	-12.9%
22 OTHER CRIMINAL CODE	19	93	19	44	0.0%	33.8%
TOTAL OTHER CRIMINAL CODE	71	152	68	161	-4.2%	5.9%
TOTAL CRIMINAL CODE	116	405	79	405	0.0%	0.0%
23 Drug Enforcement - Production	1	2	1	2	0.0%	0.0%
24 Drug Enforcement - Possession	53	203	36	71	-32.1%	-65.0%
25 Drug Enforcement - Trafficking	6	10	6	9	0.0%	-10.0%
26 Drug Enforcement - Other	0	0	0	0	0.0%	0.0%
Total Drugs	60	215	43	82	-28.3%	-61.9%
27 Federal - General	86	294	5	35	-94.2%	-88.1%
TOTAL FEDERAL	146	509	48	117	-67.1%	-77.0%
28 Liquor Act	29	43	18	26	-37.9%	-39.5%
29 Other Provincial Stats	33	76	44	79	33.3%	3.9%
Total Provincial Stats	62	119	62	105	0.0%	-11.8%
30 Municipal By-laws Traffic	1	8	3	6	200.0%	-25.0%
31 Municipal By-laws	39	76	22	39	-43.6%	-48.7%
Total Municipal	40	84	25	45	-37.5%	-48.4%
32 Fatais	1	1	0	0	-100.0%	-100.0%
33 Injury MVAS	12	16	4	7	-66.7%	-56.3%
34 Property Damage MVAS (Reportable)	56	124	53	101	-5.4%	-18.5%
35 Property Damage MVAS (Non Reportable)	19	34	12	18	-36.8%	-47.1%
TOTAL MVAS	88	175	69	126	-21.6%	-28.0%
36 Provincial Traffic	348	867	345	1005	-0.9%	15.9%
37 Other Traffic	5	8	5	12	0.0%	50.0%
38 Criminal Code Traffic	52	85	28	53	-46.2%	-37.6%
Common Police Activities	A	B	C	D	E	F
39 False Alarms	100	211	116	227	16.0%	7.6%
40 False/Abandoned 911 Call	34	76	14	27	-58.8%	-64.5%
41 Prisoners Held	26	52	20	41	-23.1%	-21.2%
42 Written Traffic Warnings	0	82	0	0	0.0%	-100.0%
43 Index Checks	184	412	110	906	-40.2%	-25.7%
44 Fingerprints taken for Public	0	0	6	31	600.0%	3100.0%
45 Persons Reported Missing	4	8	9	8	-25.0%	0.0%
46 Request to Locate	19	30	13	23	-42.1%	-23.3%
47 Abandoned Vehicles	6	12	8	13	33.3%	8.3%
48 VSU Accepted	80	75	30	55	0.0%	-26.7%
49 VSU Declined	82	179	83	159	1.2%	-11.2%
50 VSU Requested but not Avail.	0	0	0	0	0.0%	0.0%
51 VSU Proactive Referral	12	26	11	27	-8.3%	8.8%

Drumheller Penitentiary Provincial Detachment
Statistical Comparison of SEP and Year to Date
Year 2013 - 2014

Agenda Item # 9.5

CATEGORY	2013		2014		% Change	
	Sep/13	YTD	Sep/14	YTD	SEP	YTD
1 Offences Related to Death	0	0	0	0	0.0%	0.0%
2 Robbery	0	0	0	0	0.0%	0.0%
3 Sexual Assaults	0	0	0	1	0.0%	100.0%
4 Other Sexual Offences	0	0	0	0	0.0%	0.0%
5 Assault	6	39	1	25	-83.3%	-35.9%
6 Kidnapping/Hostage/Abduction	0	0	0	0	0.0%	0.0%
7 Extortion	0	0	0	0	0.0%	0.0%
8 Criminal Harassment	0	0	0	1	0.0%	100.0%
9 Uttering Threats	0	6	0	4	0.0%	-33.3%
10 Other Persons	0	0	0	0	0.0%	0.0%
11 TOTAL PERSONS	6	45	1	31	-83.3%	-31.1%
Break & Enter	0	0	0	0	0.0%	0.0%
12 Theft of Motor Vehicle	0	0	0	0	0.0%	0.0%
13 Theft Over	0	0	0	0	0.0%	0.0%
14 Theft Under	0	0	0	2	0.0%	200.0%
15 Possn Str Goods	0	0	0	1	0.0%	100.0%
16 Fraud	0	0	0	0	0.0%	0.0%
17 Arson	0	0	0	0	0.0%	0.0%
18 Mischief To Property	1	4	0	7	-100.0%	75.0%
19 TOTAL PROPERTY	1	4	0	10	-100.0%	150.0%
Offensive Weapons	7	49	3	60	-57.1%	22.4%
20 Disturbing the peace	1	22	1	13	0.0%	-40.9%
21 OTHER CRIMINAL CODE	1	2	0	4	-100.0%	100.0%
22 TOTAL OTHER CRIMINAL CODE	9	73	4	77	-55.6%	5.5%
TOTAL CRIMINAL CODE	10	127	5	111	-50.0%	-13.4%
Drug Enforcement - Production	0	0	0	0	0.0%	0.0%
23 Drug Enforcement - Possession	7	165	2	46	-71.4%	-72.1%
24 Drug Enforcement - Trafficking	0	2	0	5	0.0%	150.0%
25 Drug Enforcement - Other	0	0	0	0	0.0%	0.0%
26 Total Drugs	7	167	2	51	-71.4%	-69.5%
Federal - General	23	285	0	31	-100.0%	-89.1%
27 TOTAL FEDERAL	30	452	2	82	-93.3%	-81.9%
Liquor Act	0	0	0	0	0.0%	0.0%
28 Other Provincial Stats	1	3	0	10	-100.0%	233.3%
29 Total Provincial Stats	1	3	0	10	-100.0%	233.3%
Municipal By-laws Traffic	0	0	0	0	0.0%	0.0%
30 Municipal By-laws	0	0	0	0	0.0%	0.0%
31 Total Municipal	0	0	0	0	0.0%	0.0%
Fatals	0	0	0	0	0.0%	0.0%
32 Injury MVAS	0	0	0	0	0.0%	0.0%
33 Property Damage MVAS (Reportable)	0	0	0	0	0.0%	0.0%
34 Property Damage MVAS (Non Reportable)	0	0	0	0	0.0%	0.0%
35 TOTAL MVAS	0	0	0	0	0.0%	0.0%
Provincial Traffic	0	1	0	0	0.0%	-100.0%
36 Other Traffic	0	0	0	0	0.0%	0.0%
37 Criminal Code Traffic	0	1	0	0	0.0%	-100.0%
38 Community Police Activities	A	B	C	D	E	F
False Alarms	0	0	0	0	0.0%	0.0%
39 False/Abandoned 911 Call	0	0	0	0	0.0%	0.0%
40 Prisoners Held	0	1	0	0	0.0%	-100.0%
41 Written Traffic Warnings	0	0	0	0	0.0%	0.0%
42 Index Checks	0	0	0	0	0.0%	0.0%
43 Fingerprints taken for Public	0	0	0	0	0.0%	0.0%
44 Persons Reported Missing	0	0	0	0	0.0%	0.0%
45 Request to Locate	0	1	0	0	0.0%	-100.0%
46 Abandoned Vehicles	0	0	0	0	0.0%	0.0%
47 VSU Accepted	0	0	0	1	0.0%	100.0%
48 VSU Declined	6	85	1	29	-83.3%	-17.1%
49 VSU Requested but not Avail.	0	0	0	0	0.0%	0.0%
50 VSU Proactive Referral	0	0	0	0	0.0%	0.0%

Drumheller Penitentiary Provincial Detachment
Statistical Comparison of Q3 and Year to Date
Year 2013 - 2014

Agenda Item # 9.5

CATEGORY	2013		2014		% Change	
	Q3 - 2013	YTD	Q3 - 2014	YTD	Q3	YTD
1 Offences Related to Death	0	0	0	0	0.0%	0.0%
2 Robbery	0	0	0	0	0.0%	0.0%
3 Sexual Assaults	0	0	0	1	0.0%	100.0%
4 Other Sexual Offences	0	0	0	0	0.0%	0.0%
5 Assault	15	39	8	25	-46.7%	-35.9%
6 Kidnapping/Hostage/Abduction	0	0	0	0	0.0%	0.0%
7 Extortion	0	0	0	0	0.0%	0.0%
8 Criminal Harassment	0	0	0	1	0.0%	100.0%
9 Uttering Threats	1	6	2	4	100.0%	-33.3%
10 Other Persons	0	0	0	0	0.0%	0.0%
11 TOTAL PERSONS	16	45	10	31	-17.5%	-31.3%
Break & Enter	0	0	0	0	0.0%	0.0%
12 Theft of Motor Vehicle	0	0	0	0	0.0%	0.0%
13 Theft Over	0	0	0	0	0.0%	0.0%
14 Theft Under	0	0	1	2	100.0%	200.0%
15 Possession Goods	0	0	0	1	0.0%	100.0%
16 Fraud	0	0	0	0	0.0%	0.0%
17 Arson	0	0	0	0	0.0%	0.0%
18 Mischief To Property	2	4	1	7	-50.0%	75.0%
19 TOTAL PROPERTY	2	4	2	10	0.0%	150.0%
Offensive Weapons	23	49	24	60	4.3%	22.4%
20 Disturbing the peace	7	22	4	13	-42.9%	-40.9%
21 OTHER CRIMINAL CODE	1	2	2	4	100.0%	100.0%
22 TOTAL OTHER CRIMINAL CODE	31	73	30	77	-3.2%	5.5%
TOTAL CRIMINAL CODE	47	117	40	107	-14.9%	-9.4%
Drug Enforcement - Production	0	0	0	0	0.0%	0.0%
23 Drug Enforcement - Possession	31	165	17	46	-45.2%	-72.1%
24 Drug Enforcement - Trafficking	0	2	2	5	200.0%	150.0%
25 Drug Enforcement - Other	0	0	0	0	0.0%	0.0%
26 Total Drugs	31	167	19	51	-38.7%	-69.5%
Federal - General	81	285	2	31	-97.5%	-89.1%
27 TOTAL FEDERAL	112	452	23	82	-81.3%	-81.9%
Liquor Act	0	0	0	0	0.0%	0.0%
28 Other Provincial Stats	2	3	5	10	150.0%	233.3%
29 Total Provincial Stats	2	3	5	10	150.0%	233.3%
Municipal By-laws Traffic	0	0	0	0	0.0%	0.0%
30 Municipal By-laws	0	0	0	0	0.0%	0.0%
31 Total Municipal	0	0	0	0	0.0%	0.0%
Fatal's	0	0	0	0	0.0%	0.0%
32 Injury MVAS	0	0	0	0	0.0%	0.0%
33 Property Damage MVAS (Reportable)	0	0	0	0	0.0%	0.0%
34 Property Damage MVAS (Non Reportable)	0	0	0	0	0.0%	0.0%
35 TOTAL MVAS	0	0	0	0	0.0%	0.0%
Provincial Traffic	0	1	0	0	0.0%	-100.0%
36 Other Traffic	0	0	0	0	0.0%	0.0%
37 Criminal Code Traffic	0	1	0	0	0.0%	-100.0%
38 Common Police Activities	A	B	C	D	E	F
False Alarms	0	0	0	0	0.0%	0.0%
39 False/Abandoned 911 Call	0	0	0	0	0.0%	0.0%
40 Prisoners Held	0	1	0	0	0.0%	-100.0%
41 Written Traffic Warnings	0	0	0	0	0.0%	0.0%
42 Index Checks	0	0	0	0	0.0%	0.0%
43 Fingerprints taken for Public	0	0	0	0	0.0%	0.0%
44 Persons Reported Missing	0	0	0	0	0.0%	0.0%
45 Request to Locate	1	1	0	0	-100.0%	-100.0%
46 Abandoned Vehicles	0	0	0	0	0.0%	0.0%
47 VSU Accepted	0	0	0	1	0.0%	100.0%
48 VSU Declined	13	35	9	29	-30.8%	-17.1%
49 VSU Requested but not Avail	0	0	0	0	0.0%	0.0%
50 VSU Proactive Referral	0	0	0	0	0.0%	0.0%

Drumheller Municipal Detachment
Statistical Comparison of SEP and Year to Date
Year 2013 - 2014

Agenda Item # 9.5

CATEGORY	2013		2014		% Change	
	Sep/13	YTD	Sep/14	YTD	SEP	YTD
1 Homicide	0	0	0	0	0.0%	0.0%
2 Offences Related to Death	0	0	0	0	0.0%	0.0%
3 Robbery	0	3	0	2	0.0%	-33.3%
4 Sexual Assaults	1	4	0	4	-100.0%	0.0%
5 Other Sexual Offences	0	0	0	1	0.0%	100.0%
6 Assault	14	82	7	83	-50.0%	1.2%
7 Kidnapping/Hostage/Abduction	1	3	0	2	-100.0%	-33.3%
8 Extortion	0	0	0	1	0.0%	100.0%
9 Criminal Harassment	2	24	2	13	0.0%	-45.8%
10 Uttering Threats	0	20	2	25	200.0%	25.0%
11 Other Persons	1	1	0	2	-100.0%	100.0%
TOTAL PERSONS	19	187	11	133	-42.1%	-2.9%
12 Break & Enter	4	40	4	27	0.0%	-32.5%
13 Theft of Motor Vehicle	3	17	1	15	-66.7%	-11.8%
14 Theft Over	0	2	0	6	0.0%	200.0%
15 Theft Under	13	106	13	96	0.0%	-9.4%
16 Possn Stn Goods	2	8	1	7	-50.0%	-12.5%
17 Fraud	3	24	2	21	-33.3%	-12.5%
18 Arson	0	0	0	3	0.0%	300.0%
19 Mischief To Property	13	159	17	136	30.8%	-14.5%
TOTAL PROPERTY	38	356	38	311	0.0%	-12.6%
20 Offensive Weapons	8	57	5	63	-37.5%	10.5%
21 Disturbing the peace	6	62	6	54	0.0%	-12.9%
22 OTHER CRIMINAL CODE	4	89	2	44	-50.0%	89.8%
TOTAL OTHER CRIMINAL CODE	18	152	13	161	-27.8%	5.9%
TOTAL CRIMINAL CODE	76	645	62	475	-17.9%	-26.2%
23 Drug Enforcement - Production	0	2	0	2	0.0%	0.0%
24 Drug Enforcement - Possession	10	203	7	71	-30.0%	-65.0%
25 Drug Enforcement - Trafficking	2	10	3	9	50.0%	-10.0%
26 Drug Enforcement - Other	0	0	0	0	0.0%	0.0%
Total Drugs	12	215	10	82	-16.7%	-61.9%
27 Federal - General	25	294	1	35	-96.0%	-88.1%
TOTAL FEDERAL	37	509	11	117	-70.3%	-77.0%
28 Liquor Act	5	43	3	26	-40.0%	-39.5%
29 Other Provincial Stats	10	76	10	79	0.0%	3.9%
Total Provincial Stats	15	119	13	105	-13.3%	-11.8%
30 Municipal By-laws Traffic	0	8	0	6	0.0%	-25.0%
31 Municipal By-laws	12	76	5	39	-58.3%	-48.7%
Total Municipal	12	84	5	45	-58.3%	-46.4%
32 Fatals	0	1	0	0	0.0%	-100.0%
33 Injury MVAS	4	16	0	7	-100.0%	-56.3%
34 Property Damage MVAS (Reportable)	16	124	12	101	-25.0%	-18.5%
35 Property Damage MVAS (Non Reportable)	8	34	3	18	-62.5%	-47.1%
TOTAL MVAS	28	175	15	126	-46.4%	-28.0%
36 Provincial Traffic	81	867	33	1005	-59.3%	15.8%
37 Other Traffic	0	8	0	12	0.0%	50.0%
38 Criminal Code Traffic	13	85	3	53	-76.9%	-37.6%
Common Police Activities	A	B	C	D	E	F
39 False Alarms	26	211	22	227	-15.4%	7.6%
40 False/Abandoned 911 Call	5	76	3	27	-40.0%	-64.5%
41 Prisoners Held	2	52	2	41	0.0%	-21.2%
42 Written Traffic Warnings	0	82	0	0	0.0%	-100.0%
43 Index Checks	61	412	0	506	-100.0%	-25.7%
44 Fingerprints taken for Public	0	0	1	81	100.0%	3100.0%
45 Persons Reported Missing	1	8	0	8	-100.0%	0.0%
46 Request to Locate	3	30	1	23	-66.7%	-23.3%
47 Abandoned Vehicles	1	12	1	13	0.0%	8.3%
48 VSU Accepted	8	75	8	55	0.0%	-26.7%
49 VSU Proactive Referral	0	179	20	159	0.0%	-11.2%
50 VSU Proactive Referral but not Avail.	0	0	0	0	0.0%	0.0%
51 VSU Proactive Referral	1	26	0	27	-100.0%	3.8%

COMMUNITY BYLAW ENFORCEMENT – QUARTERLY REPORT ENDING SEPT 30, 2014

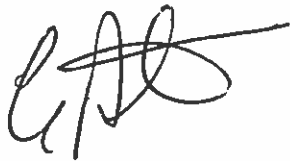
Municipal enforcement over the summer dealt with many complaints of overgrown grass and weeds on a variety of properties. We saw a decrease in cat complaints over the same period from last year but an increase in loose dog and aggressive dog complaints.

Members continue to operate with the assistance of the Valley vet clinic to house trapped and found cats and Coles commercial dog kennel for dog issues. Feral cats continue to be relocated. No animals were euthanized during this reporting period.

Members continue to deal with matters that occur almost daily such as parking, animals at large, noise complaints, yard clean up, abandoned vehicles, various property related issues and business licenses. Municipal enforcement members continue to assist town departments when requested on a variety of matters.

Two citizens that essentially had refused to clean up their yards after being issued remedial orders and had been spoken to several times by a bylaw member did so after being issued violations tickets issued under the authority of the Community Standards bylaw.

Bylaw enforcement will now report to the Director of Protective Services, who will continue to supervise bylaw operations, and will no longer be under the auspices of the Director of Community Services. Citizens can still lodge complaints in the same fashion as before.

A handwritten signature in black ink, appearing to be 'C. J. [unclear]', written in a cursive style.