Town of Drumheller
COUNCIL MEETING
AGENDA

July 28, 2014 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, 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

3-7 5.1.1 Regular Council Meeting Minutes of June 30, 2014

5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION

5.3. BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1. CAO

8-10 8.1.1 Bylaw 06.14 Road Closure (Riverside Avenue) - second and third readings

11-27 8.1.2 Bylaw 07.14 being a bylaw to establish fees for the issuance of permits of overweight and over-dimensional commercial vehicles on highways - all three readings

Page

8.1. CAO

28-34 8.1.3 Bylaw 08.14 being a bylaw to designate a municipal heritage building - first reading

35-36 8.1.4 RFD - Cast Iron Waterline Program Award

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

37-44 9.1 CAO Quarterly Report to June 30, 2014

45-51 9.2 Director of Infrastructure Services' Quarterly Report to June 30, 2014

52-55 9.3 Director of Corporate Services' Quarterly Report to June 30, 2014

56-61 9.4 Director of Community Services' Quarterly Report to June 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 (Passion Play)

14.2 Legal Matter

...

Town of Drumheller
COUNCIL MEETING
MINUTES
June 30, 2014 at 4:30 PM
Council Chamber, Town Hall
224 Centre Street, Drumheller, AB, T0J 0Y4

PRESENT:
MAYOR:
Terry Yemen

COUNCIL:
Lisa Hansen-Zacharuk
Patrick Kolafa
Tara McMillan
Sharel Shoff
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:
Linda Handy

ABSENT: Councillor Jay Garbutt

1.0 CALL TO ORDER

Councillor Sharel Shoff was sworn in as Deputy Mayor for the months of July and August, 2014.

2.0 MAYOR'S OPENING REMARK

Mayor Terry Yemen presented a letter from Alberta Justice and Solicitor General advising that the Municipal Policing Assistance Grant in the amount of $264,232 and the Police Officer Grant in the amount of $100,000 has been transferred to the Town of Drumheller.

Mayor Terry Yemen presented the summer calendar for Council meetings with the Council Committee meetings being called as required by the Mayor.

MO2014.100 McMillan, Hansen-Zacharuk moved to approve the summer calendar as presented with Council Meetings being held on July 28th and August 25th and Council Meeting being cancelled on July 14th and August 11th. Carried unanimously.

3.0 PUBLIC HEARING

4.0 ADOPTION OF AGENDA

MO2014.101 Shoff, Hansen-Zacharuk moved to adopt the agenda as presented. Carried unanimously.

5.0 MINUTES

5.1 ADOPTION OF REGULAR COUNCIL MEETING MINUTES

Regular Council Meeting Minutes of June 16, 2014

MO2014.102 Zariski, Kolafa moved to adopt the Regular Council Meeting minutes of June 16, 2014 as presented. Carried unanimously.

5.2 MINUTES OF MEETING PRESENTED FOR INFORMATION

Municipal Planning Commission Meeting Minutes of May 15, 2014

5.3 BUSINESS ARISING FROM THE MINUTES

6.0 DELEGATIONS

7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS

8.0 REQUEST FOR DECISION REPORTS

8.1 CAO

8.1.1 Update on Flood Mitigation

R. Romanetz advised that he and Brad Wiebe – Director of Palliser Regional Municipal Services attended the Floodway Review Meeting in Calgary with other municipal and government representatives on June 19th.

R. Romanetz summarized meeting discussions as follows:

- Flood Recovery Task Force no longer operating – meetings are now with various ERSD (Alberta Environment Sustainable Resource Development) and MA (Municipal Affairs) government employees.
- Clarification dealt with flood maps currently posted on the Provincial website which are at natural flows. The Province agreed to prepare new maps with both natural and regulated flows within the next 60-90 days; Drumheller will be able to confirm our approved development exemption zone areas. Next steps include the implementation of the flood mitigation report and receiving any additional requirements to our land use bylaw to ensure accepted mitigation measures are in place.
- The need for provincially regulated development standards in the floodway – should it be limited to natural areas, parks, agriculture, etc.; and how will existing buildings in the floodway be grandfathered. Floodway development regulations will restrict future development in the floodway. This dialogue will be a public process and Alberta residents will be able to respond to an internet questionnaire which will be posted on the Provincial website or attend a symposium to be held on September 12th (location has not been confirmed).
- Provincial's Flood Mitigation Report (Stantec) – new grant program announced with provincial cost sharing. Drumheller made it known that in 1986 Minister of Environment Ken Kowalski approved 100% provincially paid flood protection to Drumheller. Province will acknowledge this commitment if the Town provides the necessary documentation.
- Drumheller's grant submission in the amount of $306,200 for additional staffing / engineering components to review the options within flood mitigations reports, prioritize and manage mitigation work is awaiting approval from the province.
- Additional provincial grant dollars will be available through ESRD Alberta Community Resilience Program for technical / engineering support for mitigation projects – grant deadline September 30th. Nineteen (19) projects have been identified in the mitigation reports – these need to be prioritized and costs assigned, for example whether to upgrade existing dyking or build new dyking in some areas. Projects would start next spring.
- Next Floodway Regulation Meeting will be held July 17th in Red Deer.

8.2 DIRECTOR OF INFRASTRUCTURE SERVICES

8.2.1 Update on Petro Canada Park

A. Kendrick advised that there are two issues with the Petro Canada Park (Munchie Park): aesthetics and maintenance. In discussions with P. Wolfe, she advised that the park is being maintained by a few individuals and if required, the Society will hire an individual to do further cleanup. The Society intends to disband shortly however she is in discussions with a group who

may take on Drumheller's garden projects. He further explained that there are concerns with the present design, its busyness and areas that are growing over restricting the visibility of younger children near a busy roadway. The P/W staff have redesigned a more functional area with the removal of one-third to one-half of the garden. Mayor Terry Yemen stated that the original design approved was for xeriscaping and that is not what was built. Mayor and Council concurred that a redesign is necessary.

8.3 DIRECTOR OF CORPORATE SERVICES

8.4 DIRECTOR OF COMMUNITY SERVICES

9.0 PRESENATION 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 MO2014.103 Hansen-Zacharuk, Shoff moved to go in camera at 5:05 PM. Carried unanimously.

14.1 Land matter (Plan 7935EM Block 1 Lot 8 - Nacmine)
14.2 Legal matter (BCF Kiosk)
14.3 Labor matters

MO2014.104 Hansen-Zacharuk, Zariski to revert to Regular Council Meeting at 6:07 PM. Carried unanimously.

14.1 **MO2014.105** McMillan, Zariski moved that the Offer to Purchase for Plan 7935EM Block 1 Lot 8 from Sandra Cartwright be accepted at fair market value being the current assessment of $56,200 and the Town agrees to waive the building requirements.
Carried unanimously.

14.2 **MO2014.106** Zariski, Shoff moved that Whiskey's Bar Ltd be permitted to sublease the OJAS Cafe operations from Sree Rameshwari and Jayalakshmi Ltd.
In favor: Yemen, Shoff, Zariski, Kolafa
Opposed: McMillan, Hansen-Zacharuk
Carried.

There being no further business, the Mayor declared the meeting adjourned at 6:08 PM.

_____
Mayor

_____
Chief Administrative Officer

THE TOWN OF DRUMHELLER

BY-LAW NUMBER 06.14

THIS IS A BY-LAW OF THE TOWN OF DRUMHELLER, in the Province of Alberta for the purpose of closing a portion of an unused and undeveloped Street shown on the attached SCHEDULE -AB@ to public travel and acquiring title to these lands in the name of THE TOWN OF DRUMHELLER in accordance with the Section 22 of the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta 2000, as amended; and then holding or selling and incorporating same with the adjacent lands.

WHEREAS; a portion of Street (Riverside Avenue) shown on SCHEDULE –"B" attached is not required for public travel and an application has been made to the Town of Drumheller to have these undeveloped closed, and

WHEREAS; this portion of Street (Riverside Avenue) as shown on SCHEDULE – "B" attached has not been developed, has never been used for public travel and will never be required for public road or other public purposes in the foreseeable future, and

WHEREAS; a notice of this intention was published in the Drumheller Insider once a week for two consecutive weeks; on May 2, 2014 and again on May 9, 2014
the last of such publications being at least five days before the day fixed for the passing of this By-Law, and

WHEREAS: the Council of the Town of Drumheller held a public hearing on the 20th day of May A.D., 2014 at their regular or special meeting of Council in which all interested parties were provided an opportunity to be heard, and

WHEREAS: the Council of THE TOWN OF DRUMHELLER was not petitioned for an opportunity to be heard by any person prejudicially affected by this By-Law;

NOW THEREFORE; be it resolved that THE COUNCIL of THE TOWN OF DRUMHELLER, in the Province of Alberta does hereby enact to close the following described portions of the Street on
Plan 2193 C.C. (Riverside Avenue) from public use, obtain title to same in the name of THE TOWN OF DRUMHELLER, a Municipal Body Corporate, of 224 Centre Street, DRUMHELLER, Alberta. T0J 0Y4 described as follows:

PLAN .....
AREA – "A"

PLAN .....
AREA – "B"

PLAN .....
AREA – "C"

PLAN .....
AREA – "D"

PLAN .....
AREA – "E"

PLAN .....
AREA – "F"

.....2

BY-LAW NUMBER 06.14 (CONT'D)

THIS BY-LAW takes effect on the day of the final passing thereof.

READ AND PASSED THE FIRST TIME BY THE
COUNCIL OF THE TOWN OF DRUMHELLER this 22nd day of April, A.D. 2014.

MAYOR: HIS WORSHIP: TERRY YEMEN

Seal

RAYMOND M. ROMANETZ, P.ENG.
CHIEF ADMINISTRATIVE OFFICER

APPROVED BY:
ALBERTA TRANSPORTATION
2 July 2014

Seal

Approval valid for ___ months

MINISTER OF TRANSPORTATION

READ AND PASSED THE SECOND TIME BY THE
COUNCIL OF THE TOWN OF DRUMHELLER this day of , A.D. 2014.

MAYOR: HIS WORSHIP: TERRY YEMEN

Seal

RAYMOND M. ROMANETZ, P.ENG.
CHIEF ADMINISTRATIVE OFFICER

READ AND PASSED THE THIRD TIME BY THE
COUNCIL OF THE TOWN OF DRUMHELLER this day of ,A.D. 2014.

MAYOR: HIS WORSHIP: TERRY YEMEN

Seal

RAYMOND M. ROMANETZ, P.ENG.
CHIEF ADMINISTRATIVE OFFICER

SCHEDULE 'B'

—DRUMHELLER, ALBERTA—

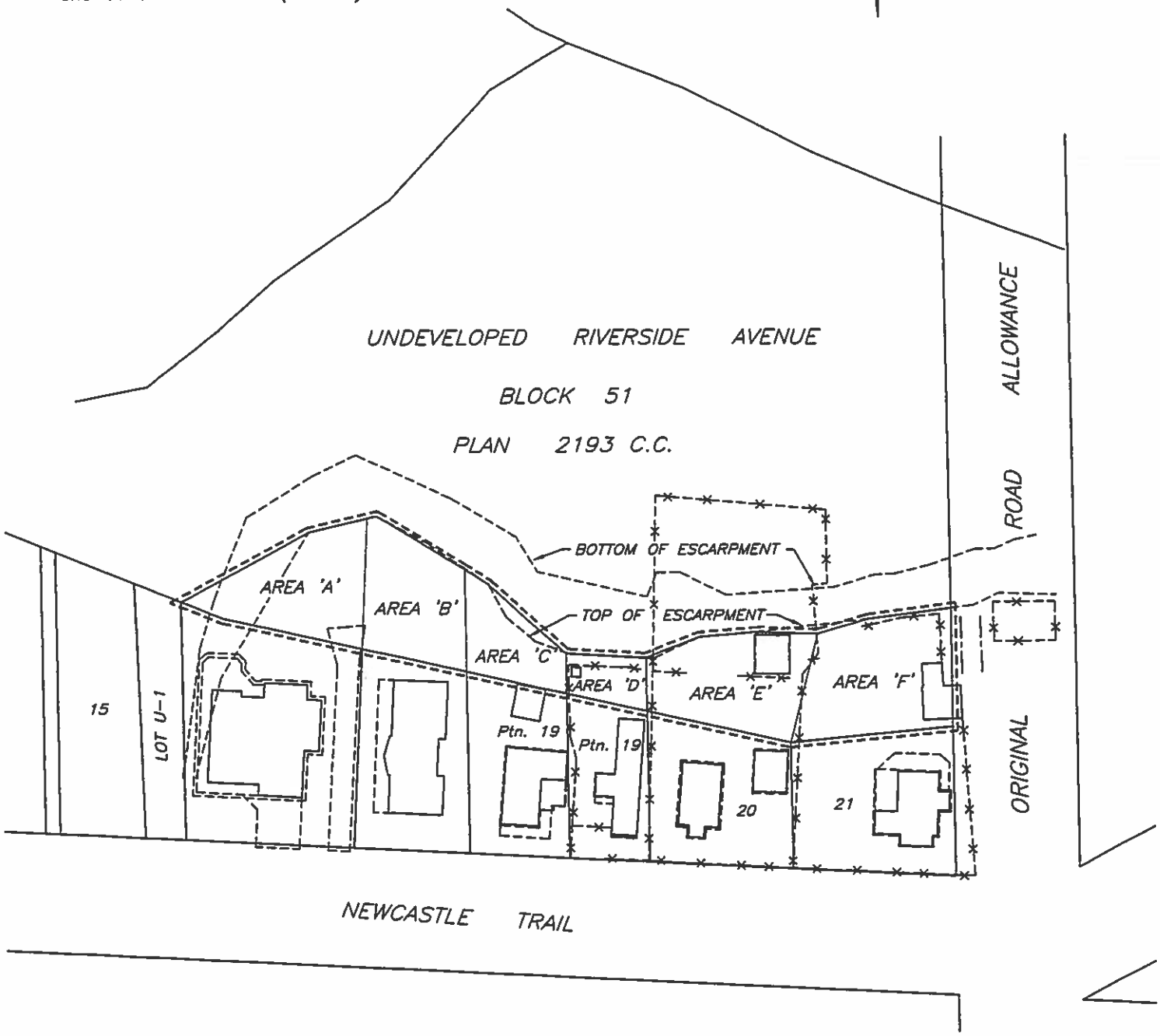
PLAN SHOWING PROPOSED ROAD CLOSURE AFFECTING UNDEVELOPED ROAD WITHIN BLOCK 51, PLAN 2193 C.C.

—SCALE= 1:1000 ———————— MARCH, 2014 —

LEGEND:

Distances are in metres and decimals thereof.

Area affected by this plan is outlined thus....--------
and contains: 0.192ha.(0.47Ac.)



HUNTER SURVEY SYSTEMS LTD.
CALGARY, ALBERTA
FILE: 05-14-07

TOWN OF DRUMHELLER
BYLAW NO. 07.14

A Bylaw of the Town of Drumheller to establish fees for the issuance of permits of overweight and over- dimensional commercial vehicles on highways under the direction, control and management of the Town of Drumheller

WHEREAS the Town of Drumheller has enacted Bylaw 07.14 for the purpose of restricting the weight and size of vehicles or of vehicles and the goods being carried by the vehicles operating on highways under the direction, control and management of the Town;

AND WHEREAS, the Province of Alberta has developed the Transportation Routing and Vehicle Information System Multi Jurisdiction (TRAVIS-MJ) to address industry's need for a simplified, electronic commercial vehicle permitting system;

AND WHEREAS, the Transportation Routing and Vehicle Information System Multi Jurisdiction (TRAVIS-MJ) system has the ability to charge permit applicants a fee set by the municipality for services provided to the municipality;

AND WHEREAS, the fee will be collected by the Province on behalf of the municipality will be distributed to the municipality to ensure that the municipality does not incur any costs through its adoption of the Transportation Routing and Vehicle Information System Multi Jurisdiction (TRAVIS-MJ) system.

NOW, THEREFORE, the Municipal Council of the town of Drumheller, in the province of Alberta, Duly Assembled, enacts as follows:

1. In this Bylaw
   i) "Municipality" means the Town of Drumheller
   ii) "Council" means the Municipal Council of the Town of Drumheller

2. That a fee be charged to the applicants for the issuing of permits for overweight and oversize vehicles or of vehicles and the goods being carried by the vehicles to operate on highways under the direction, control and management of the Municipality and such fee shall be in accordance with Schedule "A" attached to and forming part of this Bylaw.
3. Schedule "A" of this Bylaw may be amended from time to time by resolution of Council.
4. The Municipality hereby delegates to the Province of Alberta, through the Transportation Routing and Vehicle Information System Multi Jurisdiction (TRAVIS-MJ) system, the ability to

charge permit applicants a fee as set by the Municipality.

5. The invalidity of any section, clause, sentence or provision of this bylaw shall not affect the validity of any other part of this bylaw, which can be given effect with such invalid part or parts.
6. This Bylaw shall come into full force upon third and final reading thereof.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE TOWN OF DRUMHELLER, IN THE PROVINCE OF ALBERTA, ENACTS AS FOLLOWS:

READ a first time this 28th day of July, 2014.

READ a second time this 28th day of July, 2014.

READ a third time this 28th day of July, 2014.

Mayor Terry Yemen

R.M. Romanetz, C.A.O.

TOWN OF DRUMHELLER
BYLAW NO. 07.14

Fees for Issuing Permits of Overweight and Over-Dimensional Commercial Vehicles on Highways under the Direction, Control and Management of The Town of Drumheller

SCHEDULE "A"
FEES

ITEM	FEE
1. Permit Application Fee (each)	$15.00 Fixed Fee

Memorandum of Agreement

The Agreement is made this _____ day of _____, 2014

Between:

Her Majesty the Queen in right of Alberta
as represented by the Minister of Transportation
(hereinafter, the "Province")

-and-

_____
(hereinafter, the "Municipality")

Background

The Province has developed the Transportation Routing and Vehicle Information System Multi Jurisdiction (TRAVIS-MJ) to address industry's need for a simplified, electronic oversize commercial vehicle permitting system. TRAVIS-MJ has the ability to accept a single electronic permit application and apply the rules and requirements of the Province and all affected municipalities to create a single permit document.

TRAVIS-MJ was designed to provide municipalities with a modern permit database tool which gives them the ability to easily approve/deny permits issued by the Province for travel on roads under their authority and to facilitate the sharing of permit revenue between the Province and the municipalities.

TRAVIS-MJ has the ability to charge permit applicants a fee set by the municipality for services provided by the municipality. This fee will be collected by the Province on behalf of each municipality and distributed to municipalities to ensure that the municipalities do not incur any cost in adopting TRAVIS-MJ. Participation in the TRAVIS-MJ initiative requires the maintenance of municipal data on the system as well as day-to-day operation to review and approve permit applications.

Therefore, in consideration of the following terms and conditions, Province and the Municipality agree as follows:

1.0 DEFINITIONS AND INTERPRETATION

1.1 Definitions - In this Agreement, the following expressions have the following meanings:

"Agreement" means this Memorandum of Agreement;

"Fixed Municipal Fee" means the fee that the Municipality is authorized to charge permit applicants in accordance with the *Municipal Government Act* for overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and includes the costs of services attributable to approvals for overdimension permits where required to do so pursuant to the applicable permit;

"Parties" or "Party" means the Province and the Municipality or either of the Province or the Municipality;

"Regulation" means the *Commercial Vehicle Dimension and Weight Regulation*

"Total Fee" means the total of the Fixed Administration Fee and the Variable Fee, which is payable by the Province to the Municipality in accordance with this Agreement;

"TRAVIS-MJ" means the Transportation Routing and Vehicle Information System Multi Jurisdiction; and

"Variable Fee" means a prorated fee based on the percentage of actual distance travelled by a permitted commercial vehicle on roads located within the Municipality where the Municipality has direction, control and management of that road.

1.2 Section Numbers - References in this Agreement to section numbers are to the corresponding numbered provisions of this Agreement.

1.3 Entire Agreement - This Agreement is the entire agreement between the Province and the Municipality and supersedes all previous agreements, correspondence, negotiations and understandings. There are no agreements, representations, warranties, terms, conditions or commitments except as expressed in this Agreement.

2.0 TERM

2.1 Initial Term – This Agreement will be in effect for a term of five (5) years, commencing on April 1, 2014 and expiring on March 31, 2019 (the "Term"), unless sooner terminated in accordance with this Agreement.

2.2 Renewal – Provided that the Municipality is not in default under this Agreement, the Municipality shall have the option exercisable on no less than six months and no more than 12 months' written notice to the Province prior to the expiry of the Term to extend this Agreement for one additional term of five (5) years on the same terms and conditions as this Agreement except there will be no further right to extend the Term.

3.0 THE MUNICIPALITY'S RESPONSIBILITIES

3.1 Permit Applications – The Municipality shall utilize TRAVIS-MJ for the purpose of accepting permit applications submitted by permit applicants through TRAVIS-MJ.

3.2 Permit Approvals – The Municipality shall use TRAVIS-MJ for the purpose of single trip overweight permit approvals where the Municipality has enacted a bylaw restricting overweight loads and approvals for overdimension permits where required to do so pursuant to the applicable permit.

3.3 Data – The Municipality is responsible for maintaining the business rules, road restrictions and other municipal data on TRAVIS-MJ. The Municipality shall provide timely road network data updates to the Province.

3.4 Restriction on other Fees – The Municipality shall not, either directly or through a contractor, charge permit applicants any fee, other than the Fixed Municipal Fee, for the review or approval of single trip overweight permits or overdimension permits.

3.5 Road Damage Charges – The Parties acknowledge and agree this Agreement does not prevent the Municipality from charging permit applicants for visible road or other infrastructure damage attributable to the permitted commercial vehicle.

3.6 Road Use Agreements – The Parties acknowledge and agree this Agreement does not prevent the Municipality from entering into road use agreements or from requiring bonds from permit applicants.

3.7 Use of Contractor – The Municipality may, at its discretion and sole cost, employ a contractor to perform data maintenance, permit approvals, or any other service related to TRAVIS-MJ provided that the use of a contractor by the Municipality does not relieve the Municipality of any of its responsibilities under this Agreement.

3.8 Changes to Fees – The Municipality may change the Fixed Municipal Fee provided that the Municipality notifies the Province in writing no less than six months' prior to such change taking effect.

4.0 PROVINCE'S RESPONSIBILITIES

4.1 Operation and Maintenance – The Province will maintain and operate TRAVIS-MJ at its sole cost and expense.

4.2 Access – The Province will provide access to TRAVIS-MJ to the Municipality for the purpose of permit acceptance and approval and to update business rules, road restrictions and other municipal data on TRAVIS-MJ, provided that such access will be at no cost to the Municipality.

4.3 Training and Support – The Province shall provide the Municipality with TRAVIS-MJ training and ongoing support at no cost to the Municipality.

4.4 Fee Schedule – The Province will maintain the fee schedule for the Fixed Municipal Fee as generated by the Municipality in TRAVIS-MJ and will update that fee schedule as required at no cost to the Municipality.

5.0 COLLECTION AND PAYMENT OF FEES

5.1 Fixed Municipal Fee – The Municipality may specify a Fixed Municipal Fee by notice in writing to the Province. The Province shall collect the Fixed Municipal Fee from permit applicants on behalf of the Municipality, using TRAVIS-MJ. The Municipality hereby designates the Province as its agent for this purpose.

5.2 Variable Fee – The Province will compute the Variable Fee using TRAVIS-MJ or, in the event TRAVIS-MJ is temporarily unavailable, such alternate comparable mechanisms that may be required. The Province shall collect the Variable Fee from permit applicants using the TRAVIS-MJ system.

5.3 Payment of Fees to Municipality – The Province shall remit the Total Fee collected to the Municipality within 30 days following the end of every quarter of each year during the Term, with the first quarter being from April to June. The Province shall provide a report detailing the Total Fee calculations and the permits to which the fees were applied within 60 days following March 31 of each year during the Term.

5.4 Applicant Cooperation - The Municipality agrees to cooperate with the Province in the completion of any audit, evaluation or inspection of the Total Fee.

5.5 GST - The Municipality acknowledges that Goods and Services Tax ("GST") must be remitted to the Receiver General of Canada on account of the Fixed Municipal Fee. The Province, acting as agent pursuant to Section 5.1, shall collect GST from permit applicants as agent for the Municipality and pay the same to the Municipality for purposes of remitting to the Receiver General of Canada. The Municipality shall indemnify and hold harmless the Province for any GST, interest, penalties or any related losses, costs or damages in respect of the Province acting as agent for the Municipality in the collection of the Fixed Municipal Fee from permit applicants.

6.0 FEES DISPUTE

6.1 Dispute Notification – The Municipality will have 180 days following receipt of the report provided by the Province under Section 5.3 to notify the Province of any disputes concerning the Total Fee provided to the Municipality. Any such dispute concerning the Total Fee will be addressed through the dispute resolution process described in Article11.

7.0 COMMUNICATION

7.1 Announcements – The Municipality shall not make any public announcement or issue any press release regarding the entering into of this Agreement or the payment of the Total Fee except in consultation with Province and with the approval of the Province as to the content of the announcement or press release, which approval shall not be unreasonably withheld.

7.2 Disclosure – The Municipality acknowledges and agrees that the Province may disclose this Agreement and its contents by any means chosen by the Province including without limitation tabling it before the Legislature.

7.3 Freedom of Information and Protection of Privacy Act – The Municipality acknowledges that information and records maintained by the Province relating to this Agreement may be subject to the *Freedom of Information and Protection of Privacy Act* (Alberta).

7.4 Use of Information – The Municipality shall use all information provided pursuant to this Agreement solely for Municipal permit purposes and only with respect to municipal roads located within the Municipality where the Municipality has direction, control and management of that road. The Municipality acknowledges that any use of the information for any purpose other than that set out in this Agreement is prohibited.

7.5 Information Security – The Municipality shall ensure that such reasonable security measures are in place as are necessary or advisable to ensure the information is kept secure and confidential and is not accessible to any person other than designated staff.

7.6 Third Party Requests – The Municipality shall promptly notify the Province when it receives any third party subpoena, order or other request for the Information.

7.7 Notification – The Municipality shall immediately notify the Province of any actual or potential loss, unauthorized disclosure, access or use of the Information, or any other breach or potential breach of any term or condition contained in this Agreement.

8.0 TERMINATION

8.1 Termination – This Agreement may be terminated as follows:

(a) by the Province on not less than six (6) months' prior written notice provided to the Municipality; or

(b) forthwith by the Province if the Municipality fails to cure a default under this Agreement within the time period set out in the notice from the Province of the Municipality's default, which time period shall account for the Municipality's ability to cure the default taking commercially reasonable action.

8.2 Effect of Termination – In the event this Agreement is terminated under Section 8.1, the Province will pay the outstanding amount of the Total Fee owing to the Municipality as of the effective date of the termination. The Province shall provide a final report detailing the Total Fee calculations and the permits to which the fees were applied within 60 days following final payment of the outstanding Total Fee. The obligations set out in this Section 8.2 shall survive this Agreement.

9.0 NOTICE

9.1 Notices - Any notice, consent or other communication under this Agreement must be in writing and is effective when delivered by any means, including fax transmission, to the following respective addresses:

(a) if to the Province:

Kim Durdle
Director, Transport Engineering
Transportation
4th fl Provincial Building
4920 - 51 Street
Red Deer, AB
T4N 6K8

Fax: 403 340-5092

(b) if to the Municipality:

Either Party may change its contact information by giving notice to the other Party in the above manner.

10.0 INDEMNITY AND LIABILITY

10.1 Municipal Indemnity – The Municipality shall indemnify and hold harmless the Province, its employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Municipality is legally responsible, including those arising out of negligence or wilful acts by the Municipality, or the Municipality's employees or agents.

10.2 Provincial Indemnity – The Province shall indemnify and hold harmless the Municipality, its employees and agents from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Province is legally responsible, including those arising out of negligence or wilful acts by the Province, or the Province's employees or agents.

10.3 Survival – The indemnities provided by the Parties in Section 10.1 and Section 10.2 shall survive this Agreement.

10.4 Errors and Omission – The Municipality acknowledges and agrees that the Province is not liable for any errors or omissions in the TRAVIS data.

10.5 Damage – The Municipality acknowledges and agrees that the Province is not liable for damage to any municipal infrastructure or any other damage caused by commercial vehicles permitted in TRAVIS.

11.0 DISPUTE RESOLUTION

11.1 Consultation - The Parties shall consult each other should there be any disputes arising from the interpretation or implementation of this Agreement, and shall, in good faith, make all reasonable efforts to resolve the matter.

11.2 Reference to Senior Officials – If negotiations fail to resolve the dispute within a reasonable timeframe, the dispute will be referred for a decision to senior officials designated by each Party whose decision will be considered to be final.

12.0 GENERAL

12.1 Amendment and Waiver - No amendment of this Agreement is effective unless made in writing and signed by a duly authorized representative of each of the Province and the Municipality. No waiver of any provision of this Agreement is effective unless made in writing, and any such waiver has effect only in respect of the particular provision or circumstance stated in the waiver. No representation by either of the parties with respect to the performance of any obligation under this Agreement is capable of giving rise to an estoppel unless the representation is made in writing.

12.2 Additional Assurances - The Parties agree to from time to time do all such acts and provide such further assurances and instruments as may reasonably be required in order to carry out the provisions of this Agreement according to their spirit and intent; but this section shall not in any event be construed as obligating the Province to amend or enact any statute or regulation.

12.3 Assignment - The Municipality may not assign this Agreement or any right or benefit under it.

12.4 Alberta Law applies - This Agreement shall be construed, interpreted and applied in accordance with the laws and in the courts of the Province of Alberta.

The Parties have therefore executed this Agreement, each by its duly authorized representative, on the respective dates shown below.

Her Majesty the Queen in right of Alberta
as represented by the Minister of Transportation

_____
Per:

_____
Date

_____
Per:

_____
Date

Agenda Item # 8.1.2

Alberta Transportation

TRAVIS

Transportation Routing and Vehicle Information System

... from data to decisions

"Serving the needs of industry and government to promote safety, efficiency and infrastructure protection"

Overview of the TRAVIS Multi-Jurisdiction Permitting System

Transport Engineering Branch

January 28, 2014

Alberta Transportation

TRAVIS

Introduction

The intent of this communiqué is to provide an introduction and overview of Alberta's TRAVIS Multi-Jurisdiction permitting initiative.

Background

The movement of overweight and overdimensional trucks requires a provincial permit in all instances and municipal approval if the trip uses municipal roads as part of the route. The current permit process lacks coordination and requires applicants to contact multiple organizations and provide the same data to each jurisdiction.

A provincial, municipal, and industrial task group reviewed the movement of oversize loads in the province and made three recommendations:

1. The province should develop an automated permitting system that would, with a single permit application, issue the provincial permit and include all provincial and municipal permissions for the oversize vehicle to travel.
2. The province should charge a single fee for this service and allocate permit revenue to the municipalities on an equitable formula based on municipal roadway type and distance traveled.
3. The province and municipalities should strive to standardize the conditions for the movement of oversize loads.

System

Following the recommendations of the task group, the province has developed the web-based TRAVIS permitting system, which currently processes and issues provincial permits. A provincial GIS routing function (TRAVIS Routing) was introduced in the spring of 2008. The final phase of the system, TRAVIS Multi-Jurisdiction (TRAVIS-MJ), includes routing on municipal roads as well as the incorporation of municipal permit approval business rules and processes.

TRAVIS Routing automatically checks the route and vehicle information to ensure that the roads and bridges on the intended route are adequate for the safe movement of the oversize vehicle, with minimal damage to the infrastructure. If the analysis presents no issues requiring manual review, TRAVIS can automatically approve and issue the permit. This process has significantly reduced the waiting time for industry and has reduced the number of manual errors where permits were issued with incorrect or restricted routes.

The TRAVIS system checks include:

1. Axle weights for the roadway surface, based on seasonal limitations, surface type, roadway structure, etc.
2. Temporary restrictions such as road bans, construction zones, etc.
3. A bridge analysis for each bridge that is being crossed. This analysis considers the actual capacity of the bridge for the specific vehicle, and is not just a review of a list to determine if the bridge is or is not restricted. There is an option to mandate engineer review if required.

Alberta Transportation

TRAVIS

4. Roadway width to assess the accommodation of other vehicles and the requirement for traffic control and escort vehicles.
5. Vertical clearances for bridges, overpasses, and other overhead obstacles.
6. Travel past vehicle inspection stations or through municipalities and enforcement areas. Municipal officials at their request can receive automatic notification of permits for oversize loads moving on their roads.
7. Specific business rules, based on the vehicle, commodity and highways to ensure that the proper permit conditions are included in the permit.

TRAVIS-MJ has been in production, with a pilot group of municipalities, since June 2009. Many of the lessons learned during the pilot phase have been addressed and the final version of TRAVIS-MJ was implemented into production in November 2010. Since then, the Province has been contacting municipalities to demonstrate the system and encourage them to join the initiative.

Municipalities

Each municipality using TRAVIS-MJ for permitting will continue to be the sole road authority for their roads and will continue to set the criteria and make the decisions for allowing the movement of oversize loads on their roads.

The TRAVIS-MJ system is designed to assist municipalities in assessing applications for the movement of oversize vehicles. TRAVIS automatically checks the suitability of oversize vehicle travel on municipal roads, based on the data and rules provided by the municipality. If the information on the application matches the municipal business rules, the system will be able to provide automatic municipal approval. Where the vehicle weights or dimensions exceed any limits stipulated by the municipality, or if there is a routing issue, the move will be denied automatic approval. The applicant can revise the application or ask for it to be forwarded to the municipality for manual review.

The TRAVIS system allows municipalities to require that the permit applicant list the client companies, to facilitate checking for road use agreements and to assign responsibility for road damage.

The initial data upload will include roadway attribute data such as roadway surface type, roadway function, truck routes, local access roads, width, etc. Once the data is in place, free web-based tools will be provided to the municipalities (or their consultant) to maintain the data. Municipalities will have the ability to create business rules in the TRAVIS system for specific reviews and checks. The tools will provide ongoing access to the TRAVIS system to add or remove temporary restrictions for road bans, construction zones, rain-out zones, etc.

Municipalities will have access to a free, web-based permit monitoring page and will also be notified by e-mail of each application and of any permits automatically issued. This will enable them to monitor and enforce the movement of the oversize vehicle. TRAVIS will include periodic customized reports as well as the ability to search the database to answer specific questions.

Alberta Transportation

TRAVIS

The benefits to the municipalities of TRAVIS Multi-Jurisdiction include:

- Retention of full authority over municipal road use.
- An online application system to reduce the workload of phone calls and duplicate data entry of the permit information.
- A streamlined, automated approval process, ensuring that all desired analysis, factors, and rules are applied equitably and consistently. Also, the system will ensure that the proper staff members are consulted whenever manual approvals are required.
- The ability to offer 24/7 service at no cost to the municipality.
- A higher frequency of moves obtaining municipal approval, as TRAVIS will automatically notify municipalities of all permit applications using their roads.
- Easy access to a comprehensive permit database, for operational planning and roadway management.
- Participation in a permit revenue sharing system to offset permit approval costs.

Industry

The trucking industry will realize numerous benefits from the implementation of the TRAVIS Multi-Jurisdiction permitting system:

- One window permit application, saving substantial time (and money).
- Single permit document with all provincial and municipal permit conditions.
- Single fee (saving administration costs).
- 24/7 service for permit applications and automatic approval of many permits.
- Immediate feedback on restrictions in various jurisdictions, allowing vehicle or route modification at the application stage.

Permit Fees and Revenue Sharing

The Province has committed to sharing permit revenues with municipalities participating in the TRAVIS-MJ initiative. A new permit fee system has been proposed which reflects municipal costs for issuing permits. Under this fee system, municipalities will receive their administration fee (if applicable) as set by the municipality as well as a prorated portion of the mileage-based permit fee.

The prorated portion will ensure that municipalities are able to operate and maintain their data in TRAVIS-MJ at no additional cost.

It is anticipated that the regulations for the new fee system will be come into effect on April 1, 2014.

In addition, the Province has committed to providing, at no cost to municipalities, assistance with the initial municipal set-up and data entry into TRAVIS MJ.

Alberta Transportation

TRAVIS

Q&A

1. **Q.** Will a municipality lose control of what vehicles move on roads under their management?

   A. No, the municipality will have full control over the vehicles that are allowed to travel on their roads. TRAVIS will apply the business rules and roadway data provided by the municipality to either auto-approve or send the application to the municipality for manual review.

2. **Q.** How will municipalities using a consultant to manage their permits be affected by TRAVIS?

   A. TRAVIS can notify either the municipality or their appointed agent(s) of permit applications on their roads. The process for approving applications that require manual attention is at the discretion of the municipality. TRAVIS merely requires that a person (authorized by the municipality) submits the approval (or rejection) on a screen within TRAVIS.

3. **Q.** Will TRAVIS handle municipal permit or inspection fees?

   A. Not inspection fees. The TRAVIS system will collect permit fees as per the *Commercial Vehicle Dimension and Weight Regulation* along with the municipality's administration fee. The management of other fees will remain the responsibility of the municipality, following current processes.

4. **Q.** Will TRAVIS handle permitting for municipal hauls (e.g. gravel hauls) or road ban exemptions?

   A. Not at this time. The current mandate for TRAVIS is to handle overweight and overdimensional permits only. Expansion of the mandate to include other permit types is under review.

5. **Q.** Will TRAVIS cause increased costs to municipalities?

   A. The design of TRAVIS emphasized simplicity and ease of operation. It is anticipated that the permit approval process will be simpler than the current manual processes, reducing costs. Data and business rule entry and maintenance will be new activities. The province will assist with the initial data load by providing support for municipal data entry. Ongoing maintenance and updating of the data is a municipal responsibility.

6. **Q.** Will municipalities be able to opt out of using TRAVIS?

   A. The plan has always been that all municipalities will see the benefits of the TRAVIS program and join voluntarily. We fully expect that all municipalities will see an increase in productivity by leveraging the technology and business processes of the TRAVIS system. Municipalities that do choose to opt out will not participate in the revenue sharing program. They will be responsible for all costs associated with permitting, as they will not be able to charge any permit fees.

Alberta Transportation

TRAVIS

7. **Q.** How are provincial multi-trip overweight permits handled?

   A. TRAVIS MJ has been designed to allow carriers with provincial multi-trip overweight permits to apply for a municipal-only single trip overweight permit. The new permit type will have no provincial fees or approvals, as travel on provincial highways is covered by the multi-trip permits. The municipal single trip permit will allow municipalities to individually approve the move and collect the appropriate permit fees.

8. **Q.** How are TAC and tridrive permits handled?

   A. Right now, there is no approval mechanism in TRAVIS for municipalities to approve TAC and tridrive permits.

9. **Q.** What happens if the weather turns bad and we need to close our roads?

   A. As the system sits right now, the municipality could run a report to see what permits were active and phone them to advise them of the closure. Another option is to put a condition onto the permit that travel is prohibited if the roads are wet. We are currently working on an enhancement that would identify active permits on closed roads and notify the permit holders and/or their agents via email. Other notification modes (such as text messages) are being investigated as well.

...

TOWN OF DRUMHELLER
BYLAW NO. 08-14

Agenda Item # 8.1.3

A BYLAW OF THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA TO DESIGNATE THE SITE KNOWN AS THE EAST COULEE SCHOOL MUSEUM AS A MUNICIPAL HISTORIC RESOURCE.

WHEREAS Section 26 of the *Historical Resources Act*, Revised Statutes of Alberta 2000, c. H-9, as amended, permits the Municipal Council to designate any historic resource within the Town of Drumheller whose preservation Council considers to be in the public interest, together with any land in or on which it is located, as a Municipal Historic Resource; and

WHEREAS the preservation of the EAST COULEE SCHOOL MUSEUM located at 359 – 2nd Avenue, East Coulee on Plan 4128EQ Block 14 appears to be in the public interest as described in the attached Schedule "A" Statement of Significance and Description of Character Defining Elements; and

WHEREAS the owners of the EAST COULEE SCHOOL MUSEUM have waived their right to any compensation owing for any decrease in the economic value of the designated property (Section 28 of the Act) in a written agreement, which is attached as Schedule "B"; and

WHEREAS the owner of this Municipal Historic Resource has been given sixty (60) days written notice of the intention to pass this Bylaw in accordance with the Act.

NOW THEREFORE, the Council of the Town of Drumheller enacts as follows:

1. The Town of Drumheller is authorized to designate the EAST COULEE SCHOOL MUSEUM located at 359 – 2nd Avenue, East Coulee, Province of Alberta as a Municipal Historic Resource.

2. The Mayor and CAO are hereby authorized to executive any necessary documents on behalf of the Town of Drumheller in support of the Municipal Historic Resource designation.

3. No person shall make alterations or repairs to the designated resource which have the effect of diminishing the enumerated Character Defining Elements without the written permission of the Town of Drumheller.

4. East Coulee Community Association, the owners of the property described in paragraph one shall accept total liability and hold harmless the Town of Drumheller from and against all financial and / or economic losses, suits, charges and claims for compensation or damages in any manner arising from the designation.

5. This Bylaw comes into effect when it receives third reading and is signed by the Mayor and the C.A.O. or designate.

READ a first time this day of , 2014.

...

READ a second time this day of , 2014.

READ a third time this day of , 2014.

_____
Mayor

_____
Chief Administrative Officer

TOWN OF DRUMHELLER

Bylaw 08.14 – Municipal Historic Resource Designation of EAST COULEE SCHOOL MUSEUM

SCHEDULE "A" – Statement of Significance and Character Defining Elements as attached

EAST COULEE SCHOOL

1930

LOCATION
East Coulee

ADDRESS
359 2nd Ave.

LEGAL
4128EQ;14

CONTRACTORS
-

HERITAGE SURVEY
HS 15585

ORIGINAL OWNER
-

ARCHITECT
Alberta Department of Education

STATEMENT OF INTEGRITY

East Coulee School is a relatively well-preserved building in East Coulee, which now functions as a museum. Its exterior cladding of stucco is showing signs of wear with some cracks that will require repair. Windows are original and in fair condition with some paint failing on the window sills. It is recommended that windows be maintained regularly to prevent any further failure.

DESCRIPTION OF HISTORIC PLACE

East Coulee School is a one-storey, wood-frame schoolhouse situated on an angled site on 2nd Avenue in East Coulee, a former hamlet in Drumheller. The school is noteworthy for its banked multi-light windows, flat roof with central pediments, rough-course stucco siding, and separate girls and boys entrances.

HERITAGE VALUE OF HISTORIC PLACE

Opened in 1930 as a four-room schoolhouse, the East Coulee School is significant as an early surviving school in East Coulee. The school demonstrates the growth and development of the community, as well as the value that was placed on public education. Educating a student population that included Grades One through Twelve, the East Coulee School played a vital role in the life of local children until its closure in 1969. Today, it continues to function as a community landmark and serve the educational needs of the community with its adaptive re-use as the East Coulee 5chool Museum.

The school is further valued for its association with the development of East Coulee and echoes its patterns of economic boom and bust. The community was established in 1928 following the extension of the Canadian Pacific Railway (CPR) branch line from Rosedale and the opening of the Murray Collieries and the Atlas Coal Company. East Coulee additionally benefitted economically as the site of the railway terminal with facilities such as a railway turntable, a coal dock, a water tank, and a pumphouse. The combination of these industrial and transportation resources had a dramatic impact on East Coulee, allowing it to grow from a small mining camp in 1928, to a fully-fledged community with a population of 3000 and an array of commercial services by 1930. Between 1952 and 1959, natural gas began to take over as the primary fuel source, resulting in the closure of the mines. By 1969 the community was virtually empty and the school was no longer needed.

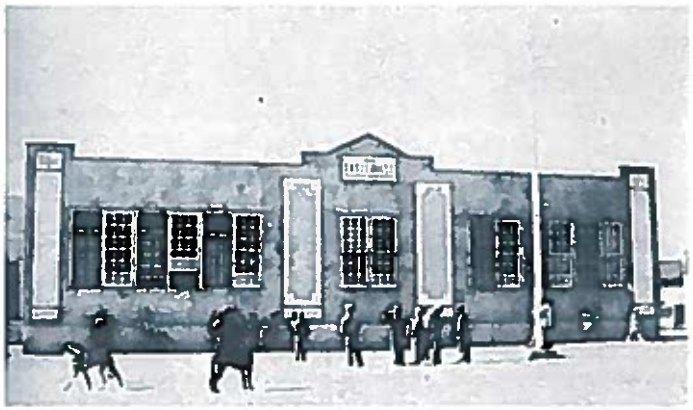
East Coulee School is of further significance as a reflection of the provincial government design initiative that took place in Alberta in the 1920s and 1930s to encourage uniformity in its schools. The design of East Coulee School, officially Plan Number FE2, demonstrates the provincial

standards determined by the Department of Education, as reflected in the symmetrical rectangular plan, with a wide central hallway and banks of fenestration that allowed abundant natural light into the classrooms. The plan was modular, inexpensive to build and could be doubled in size to four classrooms if required. In keeping with these guidelines, the East Coulee School is simple with its rectangular plan and modest detailing. In 1944 the schoolhouse was doubled in size adding four classrooms and a science lab in the basement.

CHARACTER-DEFINING ELEMENTS

The key elements that define the heritage character of the East Coulee School include its:

- location on 2nd Avenue in a residential neighbourhood in East Coulee;
- institutional form, scale, and massing as expressed by its: one-storey height rectangular plan with flat roof; and flat projecting entry;
- wood-frame construction with rough-course stucco siding;
- masonry elements such as: the concrete foundation and detailing;
- modest architectural detailing such as: closed cornice; and parapet wall with central pediments at the entryways;
- original fenestration such as its: banked windows with multi-light wooden sash single-hung windows; with hopper windows at the basement level; original wood paneled doors inset with multi-light wooden sashes;
- original interior features such as: wooden wainscoting; wooden trim; and hardwood floor;
- associated monument 'Lest We Forget' commemorating those who fought in the Korean war; and
- associated landscape features; grassed schoolyard; and perimeter plantings.



Top: The East Coulee School, shortly after its construction in 1930 (Hlady 1988, 853)
Bottom: View of the Boy's entrance on the southeast corner of the East Coulee School, 2011 (Donald Luxton & Associates)

TOWN OF DRUMHELLER
Bylaw 08.14 – Municipal Historic Resource Designation of EAST COULEE SCHOOL MUSEUM

SCHEDULE "B" – Compensation

[as attached signed copy of Compensation Agreement)

East Coulee Community Association
Box 526
East Coulee, AB T0J 1B0
April 8, 2014

Town of Drumheller
222 Centre St.
Drumheller, AB T0J 0Y4

Dear Town of Drumheller:

The East Coulee Community Association would like to have the site of the East Coulee School Museum designated as a Municipal Heritage Resource. We understand in doing so, we waive any rights to compensation for the property.

We understand that if so designated this could lead to legal protection of the site, formal recognition and a gateway to funding to protect the site and the integrity of the site in an historical sense. We also understand that although it will not change the use of the site, it will require us to obtain approval for proposed alterations.

The site is currently leased to the Dinosaur Valley Heritage Society on a 20 year lease, valid until 2026.

Sincerely,

Vivian Kalman
Treasurer

Vivian Kalman

Cliff Deitz
President

DRUMHELLER
INFRASTRUCTURE SERVICES

Dinosaur Capital of the World

Request for Decision

		Date:	July 25, 2014
Topic:	2014 Cast Iron Watermain Replacement Program		
Proposal:	Tenders for the 2014 Watermain Replacement Program closed on July 24, 2014 at 2:00 PM. Three tenders were received from: Slimdor Contracting Ltd., BYZ Enterprises Inc., and Bluebird Contracting Services Ltd. The low bidder was BYZ Enterprises Inc. with a tender amount of $1,316,001.75. The engineering estimate for this project was approximately $746,786.00 plus a 25% contingency equates to $995,715.00. See attached Tender Summary Letter for MPE Engineering Ltd. dated July 25, 2014.		
Proposed by:	Allan Kendrick, Director of Infrastructure Services		
Correlation to Municipal Sustainability Plan	Program is identified in the MSP as a means to provide a roadmap for overall improvements to the Town's water system and also forms part of the 5 Year Cast Iron Water Main Replacement Plan approved by Council		
Benefits:	Improved reliability and delivery of water within the water system. Reduces the risk of emergency repairs, service interruptions and provides improved fire flows in the downtown area.		
Disadvantages:			
Alternatives:	Add this budget to the 2015 budget and tender a larger project in the Spring.		
Finance/Budget Implications:	Approved project within the 2014 Capital budget financed through the MSI Capital Program.		
Budget Available:	Project Costs including eng.: $700,000.00		
Communication Strategy:	Affected parties will be notified.		
Recommendations:	• Council reject all tenders.		
Report Writer:	Allan Kendrick	CAO:	R. M. Romanetz
Position:	Director of Infrastructure Services		

INFRASTRUCTURE SERVICES

Telephone: (403) 823-1312

	Created By: 7/25/14 4:02 PM	1

Suite 260, East Atrium
2635 - 37 Ave NE
Calgary, AB T1Y 5Z6
Phone: 403-250-1362
1-800-351-0929
Fax: 403-250-1518

MPE Engineering Ltd.

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

July 25, 2014
File: N:\2450\036-00\L04-4.0

Attention: Ray Romanetz
Chief Administrative Officer

Dear Mr. Romanetz:

Re: 2450-036 2014 Drumheller Water Main Replacement
Tender Summary

Bids for the 2014 Drumheller Water Main Replacement closed on July 24, 2014. A total of three bids were received.

Table 1 is a summary of the bids.

Table 1 – Tender Summary

Contractor	Tendered Amount (including GST)	Difference from Low Bidder
BYZ Enterprises Inc.	$1,316,001.75	-
Bluebird Contracting Services Ltd.	$1,529,671.50	$213,669.75
Slimdor Contracting Ltd.	$1,808,548.88	$492,547.13

MPE Engineering Ltd.'s construction budget for this project was $995,715.00 (including GST and 25% contingency). As discussed, these bids are over budget and the Town reserves the right to reject all bids. If that is the Town's decision, please advise us and we will proceed with rejection letters for all three bids.

Were this project to be re-tendered in the late fall or winter, it is expected that more competitive pricing will be received and the construction could be scheduled for early spring as the weather allows. Another option is to add this budget to the 2015 budget and tender a larger project in the spring.

Please contact me if you have any questions or concerns.

Yours truly,

MPE ENGINEERING LTD.

Joel Thomson, P.Eng.
Project Engineer

JT/jt

cc: Al Kendrick, Town of Drumheller
Brian Bolduc, Town of Drumheller

DRUMHELLER
CHIEF ADMINISTRATIVE OFFICER

Dinosaur Capital of the World

QUARTERLY REPORT

Name:	R.M. Romanetz, P. Eng.	Month:	April to June 2014

2014 STRATEGIC BUSINESS PLAN
Corporate Priorities:

FLOOD MITIGATION ACTION PLAN AND FUNDING

Floodway Regulation Committee members (CAO R. Romanetz along with other municipal and Alberta Environment Resource Sustainable Development (ERSD) and Municipal Affairs (MA) government officials) met on June 11th, June 24th and July 17th to review controls on future development in flood hazard areas and to minimize flood impacts within communities as enacted in Bill 27, the *Flood Recovery and Reconstruction Act*. Once a regulation comes into force under this legislation, it will control, regulate and prohibit any use or development within a floodway. The regulation will ensure a consistent minimum level of land use control for municipalities. As well, municipalities may choose to impose more restrictive measures within their Land Use Bylaw. The results of these measures constitute the completion of Phase 1 of the Committee's consultation. Phase 2, broadens the consultation process, to include a public process for Alberta residents with information on the Provincial website and a symposium.

On June 2nd Mayor, Council, CAO R. Romanetz and B. Bachynski met with Flood Recovery Task Force:

- Province confirmed that DRP claim has been processed for $636,814;
- The Town requested the Province to approve development zones and to confirm whether options for buyouts for flood damaged properties are available;
- The Town requested the Province to provide engineering resources to do further engineering – the Province does not have the capacity to lead this work; the new Alberta Communities Resilience Program will provide a funding resource for mitigation projects (engineering will be accessed through the Municipal Staffing grant;
- Land use planning has become difficult with some insurance companies / banking firms using the provincial natural flow flood hazard maps – not the recognized Town "regulated flow maps – development zones have not yet been identified – the Town is reluctant to approve development applications within these areas until the Province provides clarification around mitigation approvals and exemption zoning. The Town needs direction in these areas from the Province in order to define development zones.
- Policies for mitigation, elevations, dam flows and other measures of protection / mitigation need to be integrated as a basis for Land Use Bylaw review. The Town's planning staff and the Province's technical experts from ESRD and MA to meet and discuss the specifics on overall policy approach for the Town's MDP;
- The Town to prioritize mitigation proposals that do not require further study to expedite ESRD approval;
- The Province to clarify exemption status provided to Drumheller so it can be clearly communicated to the industry and residents;

...

- The Province to expedite approval of the Municipal Staffing grant through Municipal Affairs; and
- The Town expressed concern that there needs to be flexibility built into the Dickson Dam's operations and their ability to mitigate downstream effects. Flood Recovery Task Force (FRTF) to get an update on the monitoring stations.

On June 19th Mayor, CAO R. Romanetz and B. Bachynski met:
Cathy Maniego, Executive Director, Resilience and Mitigation (ESRD)
Mark Comerford, Director, Resilience and Mitigation (ESRD)
Ethan Bayne, Director, Policy and Integration (FRTF)
Joe Petrie, Manager, Planning Policy (MA)
Caroline Thomson, Director, Recovery (MA)
Mark Murphy, Manager, Recovery (MA)
Ben Thomsen, Lead , Stakeholder Relations (FRTF)
Rick Friedl, Head of Central Operations (ESRD)

- The Mitigation and Resiliency team agreed in principle what projects from Drumheller's options are available for support in engineering and how this will tie into the planning discussion. Province recognized the Town's need to move forward with protecting residents and the challenges in doing so – they intend to work together with the Town so next steps can be taken.
- The Province agreed in principle that a new flood hazard map will be developed for Drumheller which will indicate three zones: floodway, flood fringe and the Floodway Development Exemption Zone (FDEZ). This map is an addition to and not a replacement o ESRD's natural-flow flood hazard maps.

On July 19th CAO R. Romanetz met with Ben Thomsen (FRTF) to review grant submissions:

- Disaster Recovery Flood Claims has yet been approved in its entirety (more information provided under Director of Infrastructure Services' quarterly report);
- Province has approved the 2014/2015 Flood Readiness Supplies Grant Program to improve Drumheller's capacity to better protect our community and residents from possible future flooding. It includes a list of supplies and equipment that the Town can purchase in the amount of $984,149.78;
- The Town is awaiting approval from the Province on the Southern Alberta Flood Response Program Operating Grant for additional staffing / engineering components to review the options within the flood mitigations reports, prioritize and manage mitigation work;
- New grant Alberta Community Resilience Program will allow the Town to access further dollars for technical / engineering support for mitigation work. Deadline for submission is September 30th.

The Town of Drumheller has received the Provincial's Red Deer River Basin Flood Mitigation Study dated May, 2014 prepared by Stantec Consulting Ltd. It is a public document accessed via:
http://www.alberta.ca/AlbertaCode/images/Red-deer-river-basin-mitigation-study-2014-05-21.pdf

TOURISM LEVY REPORT

Update provided under Director of Community Services' quarterly report.

BADLANDS COMMUNITY FACILITY – FUNDRAISING STRATEGY

CAO Ray Romanetz and Al Kendrick met with Fundraising Committee Chair Hansen on July 18th to discuss upcoming fundraising strategies including the development of the patio on the north of the BCF which will include rubber tiles benches / picnic tables. The Fundraising Committee is selling tables benches, etc. as part of their fundraising strategy.

AQUPALEX ENHANCEMENTS TENDER

...

Tender went out May 1st with a closing date of May 21st – submissions from interested bidders. The Town has been in discussions with the preferred bidder to finalize the work plan and schedule. Update provided under Director of Infrastructure Services' quarterly report.

ECONOMIC DEVELOPMENT STRATEGY TERMS OF REFERENCE

New Economic Development Officer hired July 21st.

Other Priorities:

Tourism Diversification Report

MDP / LUB Update – Bylaw 05.14 was adopted on May 5th (this bylaw includes preliminary changes for Phase 1). Phase 2 changes will be presented to Council in September.

Recreation Cost Recovery / Subsidy Philosophy

Infrastructure Master Plan

Advocacy (CAO / Council)

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

Organizational Improvements

Organizational Adjustments – Internal posting for the hiring of a Director of Protective Services with a closing date of July 24th.

Succession Planning – Template for succession planning has been developed – Directors need to identify 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.

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) – Ryan Seifried and Al Kendrick went to the City of Lethbridge to review their ASSET Management Program. This project will move forward as a task for the 2nd year intern. Next step will be for Administration to meet with a consultant to review possible integration of software and identify if our existing software meets future needs and what ASSET software works best for integration purposes.

Lobbying (Mayor / CAO)

- Mayor Yemen has sent letters to:
  - Hon. Ric McIver regarding request from a property owner for reduction to their property taxes due to them not being able to enjoy the full value of their property.
  - Update on CN Right of Way – CN will provide a written position on the existing ROW next week.

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.

...

LANDFILL OPERATIONS – The land fill approval application has been finalized and an application has been submitted for landfill renewal approval to Alberta Environment. Our approval expiry date is October 31st and an extension may be required. We are currently renegotiating a service agreement with Ridgeline Canada which is a bio remediation company for the oil and gas industry for contaminated soils.

Outstanding Issues for the Next Quarter:

Drumheller Flood Mitigation
Drumheller Water Plant Upgrades
East Coulee / Lehigh Water Fill Station
Aquaplex Waterslide and Upgrade
Engineering Consultants Proposal
Street Improvement Program

CAO:

...

DRUMHELLER
INFRASTRUCTURE SERVICES
Dinosaur Capital of the World

2014 Infrastructure Report on Corporate Priorities
Second Quarter
Director of Infrastructure Services – Allan Kendrick

Aquaplex Enhancements:

Waterslide Replacement Project Tender on May 1st, 2014 a call for proposals went out to Design, Supply and Install a Waterslide at the Drumheller Aquaplex, Tenders closed on May 21, 2014 at 2:00 PM. The Town has met with a waterslide expert to ensure the proposals comply with industry standards to ensure long service and meets the expectations of the public. The significant difference in pricing required detailed review. Council approved a limit for Adminstration to negioate options on the waterslide and other related work which we are in the final stage of completing. The Town and Contrator have confirmed the location of the slide and stairs. ATCO has approved the location of the support piles and structure.The contractor has meet onsite with the slide manufacturer's representative,who is now in Turkey awaiting some final approval from their engineering department before slide production proceeds . 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. The slide errection would be about two weeks on site when the components arrive from Turkey.We may be off our construction schedule by two to three weeks,however the contactor still believes that he may be able to come close to the timelines that have been allowed. 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 Truck fill. The contactor is seeding a number of areas with different seed mixes to appease various property owners. The Contactor had some issues with pricing on the truck fill equipment from the original supplier when they were no longer supplying the metal structure. Site preparation for the Truck fill will start the last week of July by the contractor as well as Town forces. We are hopeful that the truck fill would be operational by late August.

Town Entrances:

The first sections of boulevard has been completed with the concrete ,decorative rock , planters and previsions for banner poles so far this year. Some other materials and suppliers have yet to be sourced out. We are finalizing a location for one of our partners (Girl Guides) to complete an area along the east side of the highway, final plans will be completed shortly for their review. Unfortunately with present staffing levels this project will be ongoing as time and weather permit.

Water & Wastewater Plant Upgrades:

We are almost ready to review 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 may reduce some of the further requirements for residual treatment from the plant.

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 Qualifications is under review by CAO and should be ready to go within the next 2 weeks.

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:

Several planning meetings have been held and the event appears to be on track so far.

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., Spring Clean up, 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.

DRUMHELLER
INFRASTRUCTURE SERVICES

Dinosaur Capital of the World

2014 Infrastructure Quarterly Report

Name :	Allan Kendrick Director of Infrastructure Services	Month: April 1, 2014 - June 30, 2014	 2nd Quarter

Last Quarter's Accomplishments:

Human Resources:

- Hired 6 summer students
- Hired back 2 seasonal staff
- Inmate Program (2)
- 2 Water Staff – Level 1 Water Treatment

Facilities:

- Tri- annual fire drills
- Noise reducer to MUA hood
- Replaced fan coil motor - BCF
- Groundwater monitoring at the Airport
- MUA repairs
- Painting – BCF
- Installation of counter top for library
- Routine maintenance

Aquaplex:

- Hot Tub pump replacement
- Repaired fire alarm
- Main Outdoor pool opened
- Security camera installed

Arena:

- Ice removed
- Annual shutdown
- Fire alarm and sprinkler test
- Painting
- Fire suppression repairs

Water:

- 9 Water services, box and rod replacements
- 299 Locates
- 125 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

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

Operations:

- 147 line locates were completed
- Demolition of Boot and Jean building
- Routine Cemetery burials, columbarium opening & closings
- Spring Cleanup
- Decorative light repairs
- Mosquito Control
- Weed Control
- Irrigation start up and repairs
- Tree Pruning
- Trail Maintenance
- Ball diamonds, seasonal preparation and repairs
- Parks cleanup and mowing
- Refuse container collection
- Flower planting in various locations
- Memorial bench installs at various locations
- Mowing grass in green spaces and cemetery
- NCS Audit
- Annual Safety Meeting
- Weekly tool box meeting
- Bi-weekly Supervisor meetings
- Monthly Utility meetings

Roads

- SIP – Brooks Asphalt
- Thawed catch basins and culverts for Spring run off
- Seasonal pot hole patching
- Seasonal street sweeping
- Street Signs
- Seasonal alley grading and graveling
- Painted traffic lines/curbs where applicable (yearly spring work)

Equipment

- Routine servicing and equipment cleaning
- Annual inspection of bucket/picker trucks
- Bus and heavy truck CVIP inspections & repairs
- Genset tri-annuals
- Snow & Ice control equipment removed and repaired
- Routine repairs & maintenance of fleet vehicles and equipment including Fire Dept & VBS
- Commercial Vehicle inspections on applicable units
- Sweeper preparations
- Grass control equipment preparation
- Actively looking for a new street sweeper

Land / Developments / Agreements / Projects:

- Neptune meter install program, ongoing
- Greentree Playground
- Tennis Courts preparation
- Flood Mitigation Purchasing
- Town Beautification project – South entrance boulevard
- East Coulee water line

Budget Performance:

- **2014 Operating Account Total ?% used as of , 2014**

...

Special Events:

- Spring Clean Up
- Community Garden Move
- Boogie in the Badlands
- Dinofest June
- July 1st Celebrations
- Stampede Grounds
- Angels Corner
- Quilting in the badlands
- D-Day 70th Anniversary

Director: _____
(Signature)

CAO: _____
(Signature)

Contributions from:
Brian Bolduc
Fred Sharrun
Kevin Blanchett
Daryl McConkey
Reg Bennett

Agenda Item # 9.3

DRUMHELLER
CORPORATE SERVICES

Dinosaur Capital of the World

Quarterly Report - June 30, 2014

Badlands Community Fundraising Cabinet

The Fundraising Cabinet has been meeting very regularly. You might have noticed that a lot of the signage is now in place, and the donor wall is progressing. The paper wall located beside the elevator is a sample only. A number of those leaves have been sold, and we want to have them imprinted and installed in large blocks for the volume discounts involved.

The Town has now applied for a permanent liquor license, Class B - Convention for the premises. The intent is that the Cabinet can provide most of the bar service for the events as a fundraiser, manned by our volunteers, for the facility.

There some future events planned with bookings such as an Octoberfest and Valentine's Day. Some other events are being discussed, but are still in the 'vapourware' stage.

Also, I will be remaining on the cabinet after my retirement.

Tourism Levy

The Banff model has been redeveloped to work with our software, the tables are built, the square footage of the retail spaces, the room and table counts have all been gathered. Discussion remains with the format and amounts of the levy. We almost have the excel worksheet populated with these numbers and variables.

Video Streaming

I have done quite a bit of research on the video streaming, with reviewed a number of municipalities in North America. This item will have to be discussed at length in Committee before the operating budget starts.

Respectfully submitted,

William Wulff
Director of Corporate Services (Acting)

C.A.O.

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

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

Canadian Badlands

Council Monthly Financial Statements 2014 ops.xlsx
Statement

Town of Drumheller
Financial Report
For The Month Ending June 2014 (un-audited) (50% through the year)

24-Jul-14

		Revenue			Expenditures			Net of Revenue and Expenses			
		Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%	Variance
Water Works											
4101	Water Revenue	1,437,193	2,983,096	48.18				(1,437,193)	(2,983,096)	48.18	1,545,903
4101	Administration				609,129	2,517,235	24.20	609,129	2,517,235	24.20	(1,908,106)
	transfer of surplus to reserve				-	-		-			
4102	River Intake & Pump Station	-	-	NA	26,610	72,610	36.65	26,610	72,610	36.65	(46,000)
4103	Low Lift Pump Station	-	-	NA	10,023	17,575	57.03	10,023	17,575	57.03	(7,552)
4104	Raw Water Reservoir	-	-	NA	1,291	20,301	6.36	1,291	20,301	6.36	(19,010)
4105	Purification & Treatment	-	15,000	-	475,927	1,009,141	47.16	475,927	994,141	47.87	(518,214)
4106	Transmission	-	7,000	-	287,995	593,234	48.55	287,995	586,234	49.13	(298,239)
4107	Distribution	-	-	NA	-	-	NA	-	-	NA	
		1,437,193	3,005,096	47.83	1,410,975	4,230,096	33.36	(26,218)	1,225,000		(1,251,218)
Environmental Health - Sewer											
4201	Sewage Admin - Drumheller	955,622	1,621,531	58.93	229,428	1,264,728	18.14	(726,194)	(356,803)	203.53	(369,391)
	transfer of surplus to reserve				-	-		-			
4202	Sewage Admin - Rosedale	-	-	NA	-	-	NA	-	-	NA	-
4203	Sewage Admin - East Coulee	27,087	37,000	73.21	8,359	16,718	50.00	(18,728)	(20,282)	92.34	1,554
4211	Sewage Collection - Drumheller	-	67,000	-	166,897	472,549	35.32	166,897	405,549	41.15	(238,652)
4212	Sewage Collection - Rosedale	-	-	NA	-	-	NA	-	-	NA	-
4213	Sewage Collection - East Coulee	-	-	NA	2,645	22,532	11.74	2,645	22,532	11.74	(19,887)
4221	Sewage Treatment - Drumheller	-	-	NA	296,116	638,611	46.37	296,116	638,611	46.37	(342,495)
4222	Sewage Treatment - Rosedale	-	-	NA	-	-	NA	-	-	NA	-
4223	Sewage Treatment - East Coulee	-	-	NA	28,422	82,393	34.50	28,422	82,393	34.50	(53,971)
		982,709	1,725,531	56.95	731,867	2,497,531	29.30	(250,842)	772,000		(1,022,842)
Environmental Health - Other											
4301	Garbage	44,548	86,000	51.80	279,269	386,529	72.25	234,721	300,529	78.10	(65,808)
		44,548	86,000	51.80	279,269	386,529	72.25	234,721	300,529		(65,808)
Public Health and Welfare											
5101	FCSS Administration	92,128	195,042	47.23	51,952	102,222	50.82	(40,176)	(92,820)	43.28	52,644
5102	Handyman Services	-	9,289	-	14,234	35,251	40.38	14,234	25,962	54.83	(11,728)
5103	Seniors	120	-	NA	27,515	58,073	47.38	27,395	58,073	47.17	(30,678)
5105	Volunteer Program	4,391	25,600	17.15	19,294	53,848	35.83	14,903	28,248	52.76	(13,3[illegible]
5106	After School Care	16,089	13,446	119.66	29,604	53,499	55.34	13,515	40,053	33.74	(26,[illegible]
5121	Indirect Programs	-	5,200	-	22,495	35,884	62.69	22,495	30,684	73.31	(8,1[illegible]
5151	Employment Services	-	-	NA	-	-	NA	-	-	NA	-
5301	Health Services	181,224	382,272	47.41	412,145	415,942	99.09	230,921	33,670	685.84	197,2[illegible]
5302	Non-FCSS Programs	51,187	88,948	57.55	54,611	96,660	56.50	3,424	7,712	44.40	(4,2[illegible]
5601	Cemetery	26,371	56,827	46.41	27,038	77,883	34.72	667	21,056	3.17	(20,389)
		371,510	776,624	47.84	658,888	929,262	70.90	287,378	152,638		134,74[illegible]

Town of Drumheller
Financial Report
For The Month Ending June 2014 (un-audited) (50% through the year)

24-Jul-14

	Revenue			Expenditures			Net of Revenue and Expenses			
	Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%	Variance
General Operating Revenues										
0001 General Revenues	4,927,760	9,866,081	49.95	-	-		(4,927,760)	(9,866,081)	49.95	4,938,321
	4,927,760	9,866,081	49.95	-	-		(4,927,760)	(9,866,081)		4,938,321
General Government										
1101 Legislature	-	-	NA	114,013	234,378	48.64	114,013	234,378	48.64	(120,365)
1201 Administration	(13,934)	93,200	(14.95)	606,055	1,084,831	55.87	619,989	991,631	62.52	(371,642)
1202 Town hall	-	-	NA	77,827	103,508	75.19	77,827	103,508	75.19	(25,681)
1203 Computer Services	14,600	95,200	15.34	146,397	327,811	44.66	131,797	232,611	56.66	(100,814)
	666	188,400	0.35	944,292	1,750,528	53.94	943,626	1,562,128		(618,502)
Protective Services										
2101 Policing	509,267	613,071	83.07	760,826	1,559,919	48.77	251,559	946,848	26.57	(695,289)
2301 Fire Department	17,583	37,000	47.52	124,912	313,953	39.79	107,329	276,953	38.75	(169,624)
2401 Disaster Services/Risk Mngmnt	-	-	NA	92,856	54,474	170.46	92,856	54,474	170.46	38,382
2501 Ambulance Services	-	-	NA	5,000	5,000	100.00	5,000	5,000	100.00	-
2601 Safety Codes - Drumheller	133,289	111,100	119.97	(43,491)	66,760	(65.15)	(176,780)	(44,340)	398.69	(132,440)
2602 Safety Codes - Palliser	31,616	71,704	44.09	33,286	61,571	54.06	1,670	(10,133)	(16.48)	11,803
2603 Development Permits	17,256	19,250	89.64	37,023	75,286	49.18	19,767	56,036	35.28	(36,269)
2610 Animal and Pest Control	9,647	16,000	60.29	9,453	35,952	26.29	(194)	19,952	(0.97)	(20,146)
2611 Weeds	242	6,000	4.03	4,340	54,602	7.95	4,098	48,602	8.43	(44,504)
2612 Mosquito	-	-	NA	36,050	136,938	26.33	36,050	136,938	26.33	(100,888)
	718,900	874,125	82.24	1,060,255	2,364,455	44.84	341,355	1,490,330		(1,148,975)
Transportation Services										
3101 Administration	-	18,183	-	179,458	364,415	49.25	179,458	346,232	51.83	(166,774)
3102 Workshop and Yards	602	31,000	1.94	99,072	232,517	42.61	98,470	201,517	48.86	(103,047)
3103 Parking Lots	-	-	NA	-	-	NA	-	-	NA	-
3202 Roads and Streets	7,661	229,000	3.35	298,502	884,557	33.75	290,841	655,557	44.37	(364,716)
3203 Street Lighting	-	53,000	-	176,935	345,294	51.24	176,935	292,294	60.53	(115,359)
3204 Traffic Services	-	-	NA	24,606	71,343	34.49	24,606	71,343	34.49	(46,737)
3211 Secondary/Primary Hiways	-	-	NA	-	-	NA	-	-	NA	-
3301 Airport	12,697	45,029	28.20	14,284	94,202	15.16	1,587	49,173	3.23	(47,586)
	20,960	376,212	5.57	792,857	1,992,328	39.80	771,897	1,616,116		(844,[illegible])

Council Monthly Financial Statements 2014 ops.xlsx
Statement

Town of Drumheller
Financial Report
For The Month Ending June 2014 (un-audited) (50% through the year)

24-Jul-14

	Revenue			Expenditures			Net of Revenue and Expenses			
	Actual	Budget	%%	Actual	Budget	%%	Actual	Budget	%%	Variance
Environmental Development										
6101 Municipal Planning	-	-		99,149	104,106	95.24	99,149	104,106	95.24	(4,957)
6201 Economic Development	-	-		20,879	106,184	19.66	20,879	106,184	19.66	(85,305)
6202 Valley Bus Society	2,690	25,000		38,182	84,107	45.40	35,492	59,107	60.05	(23,615)
6203 Community Lotteries Board	-	-		-	-	NA	-	-	NA	-
6204 Tourism Bureau	-	-		14,974	115,787	12.93	14,974	115,787	12.93	(100,813)
6601 Subdivision & Developments	89,150	-	NA	111,008	-	NA	21,858	-	NA	21,858
6602 Land Rentals	1,150	1,750	65.71	(11,165)	-	NA	(12,315)	(1,750)	703.71	(10,565)
6701 Public Housing Operations	11,173	22,346	50.00	11,157	31,622	35.28	(16)	9,276	(0.17)	(9,292)
6902 Community Centre	-	-		-	-	NA	-	-	NA	-
6903 Daycare	-	-		-	-	NA	-	-	NA	-
6904 Old City Cells	-	-		2,278	7,174	31.75	2,278	7,174	31.75	(4,896)
6905 Police Building	21,276	42,552	50.00	49,106	123,584	39.73	27,830	81,032	34.34	(53,202)
	125,439	91,648	136.87	335,568	572,564	58.61	210,129	480,916		(270,787)
Recreation and Culture										
7201 Administration	-	-	NA	46,568	97,416	47.80	46,568	97,416	47.80	(50,848)
7202 Aquaplex	76,706	254,679	30.12	422,512	850,508	49.68	345,806	595,829	58.04	(250,023)
7203 Arena	29,485	162,500	18.14	266,102	581,625	45.75	236,617	419,125	56.45	(182,508)
7204 Parks and Playgrounds	4,650	28,000	16.61	149,675	577,754	25.91	145,025	549,754	26.38	(404,729)
7205 Seasonal Recreation Programs	(433)	22,500	(1.92)	4,581	39,272	11.66	5,014	16,772	29.90	(11,758)
7206 Curling Club	-	-	NA	1,899	5,000	37.98	1,899	5,000	37.98	(3,101)
7401 Civic Centre	-	-	NA	810	-	NA	810	-	NA	810
7402 Library	-	-		169,897	293,746	57.84	169,897	293,746	57.84	(123,849)
7403 Community Halls	-	-		-	-	NA	-	-	NA	-
7404 Badlands Community Facility	302,222	763,829	39.57	832,515	1,605,031	51.87	530,293	841,202	63.04	(310,909)
7411 Community Events	5,275	4,000	131.88	37,127	49,923	74.37	31,852	45,923	69.36	(14,071)
	417,905	1,235,508	33.82	1,931,686	4,100,275	47.11	1,513,781	2,864,767		(1,350,986)
Fiscal Services										
9701 Operating Contingencies	-	-	NA	673,955	1,347,909	50.00	673,955	1,347,909	50.00	(673,954)
9702 Education	1,373,775	2,800,000	49.06	1,331,517	2,800,000	47.55	(42,258)	-	NA	(42,258)
	1,373,775	2,800,000	49.06	2,005,472	4,147,909	48.35	631,697	1,347,909		(716,212)
Total Operating Accounts	10,421,365	21,025,225	49.57	10,151,129	22,971,477	44.19	(270,236)	1,946,252		(2,216,48[illegible]
Amortization Expense				-	-		-	-		
(Surplus) Deficit without Amortization	10,421,365	21,025,225		10,151,129	22,971,477		(270,236)	1,946,252		(2,216,48[illegible]

Summary	YTD actual
General	6,824
Water	(26,218)
Sewer	(250,842)
Total	(270,236)

Expected Year to Date Percentage			50.00%
Total Revenue	10,421,365	21,025,225	49.57
Total Expenses	10,151,129	22,971,477	44.19
Net (Surplus) Deficit	(270,236)	1,946,252	

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	-	-	
1-2-42**-930	Sewer	-	-	
1-2-general	General	-	-	

DRUMHELLER COMMUNITY SERVICES

Dinosaur Capital of the World

Name:	Paul Salvatore, Director	Quarter:	Second - 2014

Progress on 2014 Strategic Business Plan

Tourism Levy Report

- Travel Drumheller continues to work with the Town on the necessary steps for the implementation of a new Business Licensing Model which will support a sustainable, increased investment in Tourism Marketing and tourism related infrastructure within the Town. The goal is to have the new funding model in place effective January 1, 2015.
- 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.
- Travel Drumheller believes this strategy supports future growth in Tourism and that businesses that serve this industry should expect to see an increase in the annual business license fees that the Town collects on behalf of Travel Drumheller as well as an increase in revenue as a result of the marketing and infrastructure expenditures. (as industry members stand to gain directly from the future demand created through more focused marketing efforts).
- 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.
- The model being developed for Drumheller follows best practices available from other tourism-markets that have implemented a tourism fee vis-à-vis their business license registry. The business license approach is preferred as other alternatives (room tax) have been ruled out as the municipality does not have the authority to apply a tax on accommodations directly. Moreover, the business license approach ensures alignment amongst all tourism partners by requiring that all businesses that are 'directly' involved in supporting tourism assist with funding destination marketing efforts: the fact all tourism-related businesses would be part of the funding solution assists in ensuring all businesses are working collaboratively together at all times.
- Staff from the Town continue to work on the financial model for the implementation – which includes the development of various classifications of business licenses and tying these classifications into the Town's financial management information system (VADIM). This would also include consideration of migrating our current system to the new system – for implementation in January 2015.
- Council's review of the bylaw and the details surrounding the tourism funding model are on track to occur in September 2014 – as identified in Councils Strategic Priorities. This timing makes it possible for the necessary actions to occur this Fall.

...

Economic Development Strategy (Terms of Reference)

- With the arrival of our new Economic Development and Communications Officer Cody Glydon, the timing of the development of a comprehensive economic development strategy is commence in September, 2014.
- The new Economic Development and Communications Officer is arranging for a facilitated workshop for the EDTF so that the strategy can be put together as we move into the Fall of 2014.

Tourism Diversification Report

- With the creation of Travel Drumheller, the Drumheller Festival Society (Dinofest and Tough Mudders) and involvement with Canadian Badlands – there is a need to review the Town's role within the Tourism landscape / industry.
- More and more tourism related opportunities are being directed to Travel Drumheller and recognition that events may naturally be directed to the Festival Society - the Town has become more focused on attracting various tourism related events and activities in partnership with other local organizations and businesses (including the Badlands Community Facility).
- As the Town continues to facilitate the development of a sustainable funding model for tourism marketing and infrastructure development – we also play an important role to communicate the importance of the industry in the context of key economic sectors in the region.
- A report that connects to the necessary next steps (in relation to the Tourism Master Plan -2011) should be completed by the end of 2014. Travel Drumheller continues to use the Tourism Master Plan as a major guiding document for their organization.

Municipal Development Plan / Land Use Bylaw Updates

- Council has passed 1st reading of amendments to the Land Use Bylaw (April 22, 2014)
- Work continues with Palliser Municipal Services for the delivery of a revised Municipal Development Plan.

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 will occur in concert with the 2014-2019 Budget process (during the Fall of 2014).

Website

- The Town selected a local web design development company (Marketing Hits) and has been working throughout June and July with the Content Management Committee (for the website rebuild).
- The efforts to date include an exhaustive review of the current and future navigation structure of the site in addition to very involved staff engagement in the process.
- In the weeks ahead staff will receive training for the use of a new and improved content management system and the preferred workflow for the site. This includes a monthly content review process to ensure that information is not only accurate, but also relevant to our users. A thorough statistical analysis of our current website traffic and the adoption of strategies will result in better use of the website.

Affordable Housing (Carryover)

- The CAO, Economic Development Officer, Municipal Intern and the Director of Community Services have assembled the necessary documents for the release of various Requests for Proposal – RFP as per Council's direction.

...

- A high number of homes for sale in Drumheller (Spring 2014) should be considered in the context of releasing the call for these proposals (ie. current supply / demand of housing).

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.

Mutual Aid Agreements

- Review and update of Mutual Aid agreements has been completed (ahead of schedule)

Disaster Plan Updates

- The Municipal Disaster Plan has been updated (ahead of schedule)

RCMP Performance Plan

- The Policing Committee and the Citizen's Advisory Committee contributed to the development of the Annual Policing Performance Plan. The staff sergeant released the plan in May 2014.

RCMP Staffing Review

- Recruitment for the RCMP municipal support position was completed.

Paul Salvatore, Director – Community Services

Raymond M. Romanetz, CAO

Telephone: (403) 823-1316

...