

**Town of Drumheller  
COUNCIL MEETING  
AGENDA**

May 14, 2018 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**

4 2.1 Proclamation Drumheller's Miners Memorial Day - May 20, 2018

**3.0 PUBLIC HEARING**

**4.0 ADOPTION OF AGENDA**

**5.0 MINUTES**

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

5-9 5.1.1 Regular Council Meeting Minutes of April 30, 2018

**5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION**

10-20 5.2.1 Municipal Planning Commission Meeting Minutes of March 29, 2018

**5.3. BUSINESS ARISING FROM THE MINUTES**

**6.0 DELEGATIONS**

6.1 Presentation from Justin Hill Acting Director - Palliser Regional Municipal Services re Intermunicipal Development Plan and GIS Web Mapping

**7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS**

**8.0 REQUEST FOR DECISION REPORTS**

**8.1. CAO**

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**8.1. CAO**

- 21-22 8.1.1 Bylaw 04.18 being a bylaw to incur indebtedness by the issuance of debenture in the amount of \$497,400 for the purpose of Flood Mitigation in Central Drumheller through berm enhancement and construction - second and third readings

**8.2. DIRECTOR OF INFRASTRUCTURE SERVICES**

**8.3. DIRECTOR OF CORPORATE SERVICES**

**8.4. DIRECTOR OF COMMUNITY SERVICES**

**8.5. DIRECTOR OF PROTECTIVE SERVICES**

**9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

- 23-36 9.1 Quarterly Reports from January 1, 2018 to April 30, 2018  
CAO  
Director of Infrastructure Services  
Director Corporate Services  
Acting Director of Community Services  
Director of Protective Services

**10.0 PUBLIC HEARING DECISIONS**

**11.0 UNFINISHED BUSINESS**

**12.0 NOTICE OF MOTION**

**13.0 COUNCILLOR REPORTS**

- 37-45 13.1 Quarterly Reports from February 1, 2018 to April 30, 2018  
Councillor Tom Zariski  
Councillor Fred Makowecki  
Councillor Jay Garbutt  
Councillor Kristyne DeMott  
Councillor Lisa Hansen-Zacharuk  
Councillor Tony Lacher  
Mayor Heather Colberg

**14.0 CLOSED MEETING**

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## **14.0 CLOSED MEETING**

- 14.1 The closed meeting will be held at the BCF (upstairs Hall A) at 6:30 PM.  
Labour - Economic Interests (*FOIPP Act Section 25 Economic and Other Interests of a Public Body*)



# DRUMHELLER

OFFICE OF THE MAYOR



## PROCLAMATION

### Drumheller's Miners Memorial Day May 20, 2018 at 11:00 AM until Noon

**WHEREAS:** There are few communities that have paid for their prosperity as dearly as the coal fields of the Drumheller Valley; and

**WHEREAS:** This year a memorial event will be held on May 20<sup>th</sup> at 11:00 AM at the Atlas Coal Mine National Historical Site (beside Town Hall) with remarks by dignitaries, reciting of the names of workers killed, songs by Marie Anderson Russell, and reciting the UMWA Burial Rites; and

**WHEREAS:** It is important that we take this opportunity to honour and remember the more than 210 boys and men who lost their lives while digging Drumheller Coal.

**THEREFORE:** I, Mayor Heather Colberg, do hereby proclaim **May 20, 2018** as "**Drumheller's Miners Memorial Day**" in the Town of Drumheller.



**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

**April 30, 2018 at 4:30 PM**  
**Council Chamber, Town Hall**  
224 Centre Street, Drumheller, AB, T0J 0Y4



**PRESENT:**

**MAYOR:**

Heather Colberg

**COUNCIL:**

Kristyne DeMott

Jay Garbutt

Tony Lacher

Fred Makowecki

Lisa Hansen-Zacharuk

Tom Zariski

**CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**

Darryl Drohomerski

**DIRECTOR OF INFRASTRUCTURE SERVICES:**

Armia Mikhaiel

**DIRECTOR OF CORPORATE SERVICES:**

Barb Miller

**ACTING DIRECTOR OF COMMUNITY SERVICES:**

Darren Goldthorpe

**RECORDING SECRETARY:**

Linda Handy

**Absent:** **DIRECTOR OF PROTECTIVE SERVICES:**

Greg Peters

**1.0 CALL TO ORDER**

Mayor Heather Colberg called the meeting to order at 4:30 PM.

**2.0 MAYOR'S OPENING REMARK**

Mayor Heather Colberg announced that Drumheller has moved to the second phase of the Most Rider Friendly Contest and she encouraged everyone to cast their vote daily in support of Drumheller.

Mayor Colberg announced the East Coulee Music Festival will be held May 4<sup>th</sup> & 5<sup>th</sup> and asked that everyone support them in their event.

Mayor Colberg thanked the Alberta Emergency Management Agency (Brian Boutin), Alberta Transportation, Acting CAO Barb Miller, Armia Mikhael, Town staff, Fire Department, RCMP, Health Services, Utility Companies, Volunteers and the community of Wayne for all the efforts put forward during the high water levels on the Rosebud and Red Deer Rivers from April 21<sup>st</sup> to April 26<sup>th</sup>.

### **3.0 PUBLIC HEARING**

### **4.0 ADOPTION OF AGENDA**

**MO2018.81** Zariski, Makowecki moved to adopt the agenda as presented. Carried unanimously.

### **5.0 MINUTES**

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

5.1.1 Regular Council Meeting Minutes of April 16, 2018

**MO2018.82** Lacher, Garbutt moved to adopt the Regular Council Meeting Minutes of April 16, 2018 as presented. Carried unanimously.

#### **5.2. MINUTES OF MEETING PRESENTED FOR INFORMATION**

#### **5.3. BUSINESS ARISING FROM THE MINUTES**

### **6.0 DELEGATIONS**

Leon Pfeiffer - CPA, CA of Collins Barrow attended the meeting and provided an overview of the 2017 audited Financial Statements. His overview included the following comments:

Page 2 Consolidated Statement of Financial Position – The balance sheet is divided by financial, liabilities and non financial assets (not as easily converted into cash). Financial assets (comprised of cash and cash equivalents, taxes receivable, etc.) total \$33.1M. Liabilities (comprised of deferred revenue, long term debt, etc) total \$22.5M (down \$0.5M from prior year). Net financial assets are \$10.6M which have increased \$4.3M from prior year and this indicates a very positive financial position. Non-financial assets (comprised of tangible capital assets of \$141.8M, inventory for consumption, etc) total \$142.7M similar to last year. Accumulated surplus – total of \$153.4M (an increase of \$2.5M over last year which is trending in the right direction). Auditor emphasized that the Town has a strong balance sheet with the ability to pay off current liabilities and remain with an excess.

Page 3 Consolidated Statement of Operations (profit and loss statement). Revenue received \$19.9M (increase of \$1.3M; net municipal taxes raised is \$8.5M; the next largest source of revenue is sales and user fees at \$7.4M); Expenses paid \$20.3M; Small deficit of \$325,510 and if add in capital revenues \$2.7M, the excess of revenue over expenses \$2.4M which is up \$900,000 over the prior year – leaving a strong current surplus. \$2.4M is added to the accumulated surplus at the beginning of the

year leaving a \$153.4M accumulated surplus at the end of the year.

Page 4 Consolidated Statement of Changes in Net Financial Assets – Excess of revenue over expenditures of \$2.4M less acquisition of tangible capital assets of \$(3.2M) plus amortization of tangible capital assets of \$4.5M for an increase in net financial assets of \$3.7M. This amount is added to change in prepaid expenses and change in inventory for a total of \$4.3M which is added to the net financial assets at balance at the beginning of the year \$6.3M which gives the net financial assets end year total of \$10.6M.

Page 5 – Net inflow of cash and cash equivalents: \$7.6M is the net cash inflow from operations; \$3.2M is cash outflow and investing activities of \$3.1M and repayment of long term debt of \$862,000 for a net change in cash and cash equivalents of \$411,876. Cash and cash equivalents is comprised of \$10.5M less restricted for specific purposes of \$9.5M leaving a year-end balance of \$1.3M (unrestricted) which is up from prior year of \$412,000.

Note 3 – Allowance for doubtful accounts is set at \$458,772 which is set at the same percentage as last year (which means that there is a probability that this tax amount may not be collected)

Note 13 – Unrestricted surplus (funds to spend on anything) of \$5.7M, restricted surplus of \$15.4M, equity in tangible capital assets of \$132.2M for a total accumulated surplus of \$153.4M.

Note 20 - \$20.3M is available for future capital projects – the Town is in a strong financial position with the ability to take on more debt. Councillor J. Garbutt reminded Council / Administration that there is an approved stricter debt limit policy in place by former Councils which is 60% of the Provincial's limit.

Note 23 Budget – The reported budget information was adopted by Council on February 21, 2017 and the budget figures contained in the financial statements have been presented for information purposes and are unaudited.

L. Pfeiffer concluded his report by commending Administration on the Town's strong financial position. He further stated that once the Management Letter is signed off the audited Financial Statements will be released.

L. Pfeiffer stated the next report is a summary of how the audit went which is a required report to Council. He explained that in their professional judgement the application of materiality is a number used that would not change the position of the Town and that number is 2% of overall revenues (\$435,000). He further explained terms used in examining the Town's records such as: audit approach is a look at the internal controls and pulling of invoices to ensure that they are posted correctly; no changes to the accounting policies for the year; no concerns with non-compliance with laws and regulations; no irregularities found; related parties transactions are recorded at fair value; no significant control issues from top (Council) down (Administration); and there is good keeping of working papers.

L. Pfeiffer reiterated that the Town is well positioned for tough times. He stated that the net annual surplus is \$2.4M which has increased about \$900,000 over the prior year; the Town is in a strong financial position.

Council congratulated past Councils and Administrations, Director of Corporate Services B. Miller and her staff for their excellent work for the Town's accounts.

**MO2018.83** Zariski, Hansen-Zacharuk moved to approve the 2017 financial statements as presented. Carried unanimously.

**7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS**

**8.0 REQUEST FOR DECISION REPORTS**

**8.1 CAO**

**8.2 DIRECTOR OF INFRASTRUCTURE SERVICES**

**8.3 DIRECTOR OF CORPORATE SERVICES**

**8.4 DIRECTOR OF COMMUNITY SERVICES**

**8.5 DIRECTOR OF PROTECTIVE SERVICES**

**9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

**10.0 PUBLIC HEARING DECISIONS**

**11.0 UNFINISHED BUSINESS**

**12.0 NOTICE OF MOTION**

**13.0 MAYOR AND COUNCILLORS REPORTS**

**14.0 CLOSED MEETING**

**MO2018.84** Hansen-Zacharuk, Garbutt moved that Council close the meeting to the public at 5:35 PM Agenda Item 14.1 Land Matter – Chamber of Commerce (*FOIPP Act S.17 Public Body Confidences*). Carried unanimously.

**MO2018.85** Makowecki, Zariski moved that Council return to the Open Meeting at 6:48 PM. Carried unanimously.

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Regular Council Meeting Minutes  
April 30, 2018

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

### 14.1 Land Matter

There being no further business, the Mayor declared the meeting adjourned 6:48 PM.

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Chief Administrative Officer

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Mayor



**Municipal Planning Commission  
MINUTES  
Meeting of Thursday March 29, 2018**

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**Present:** Paul Salvatore, Director of Community Services  
Darryl Drohomerski, Acting Development Officer  
Linda Taylor, Recording Secretary  
Lana Bosch, Training Recording Secretary  
Clayton Gillis, Chair  
Sharon Clark, Vice Chair  
Stacey Gallagher, Member  
Scott Kuntz, Member  
Shelley Rymal, Member  
Tom Zariski, Councillor/Member  
Tony Lacher, Councillor/Member

**Absent:** Cynthia Cvik - Palliser Regional Municipal Services Representative - Regrets

**Delegate:** Patrick Nixon – T00081-18D – entered 12:24 pm, exit at 12:40 pm  
Vivianne Kohie – T00087-18D – entered 12:41 pm, exit at 12:56 pm  
Doug Macrae – T00087-18D – entered 12:41 pm, exit at 12:56 pm  
Eric Neuman – T00095-18D – entered 12:58 pm, exit at 1:10 pm

**1.0 CALL TO ORDER – 12:24 pm**

C. Gillis presented the Agenda for the March 29, 2018 meeting.

**1.1 Agenda – Additions or Deletions**

**1.2 Acceptance of Agenda**

**Motion:** T. Zariski moved to accept the agenda for March 29, 2018.

**Second:** S. Kuntz - Carried

**2.0 MINUTES FROM PREVIOUS MEETINGS**

**2.1 March 8, 2018**

**Motion:** S. Rymal moved to accept the minutes of March 8, 2018

**Second:** T. Lacher - Carried



### 3.0 DEVELOPMENT PERMITS

#### 3.1 T00061-18D – Applicant – Deck

D. Drohomerski presented Development Permit T00061-18D submitted by Applicant for a front deck located at 541 3 Avenue West, Drumheller on Plan 8358CQ; Block 48; Lot 7. Zoning is R-3 – Residential District.

D. Drohomerski advised the applicant is applying to build an 8 foot by 8 foot by 4 feet high deck on the front of the home and to install a 5 foot patio door for access. A front yard variance to 7 feet 6 inches would be required along with side yard variance to 4 feet 9 inches. At present the front yard set back to the home is 15 feet 6 inches, as per the submitted site plan.

D. Drohomerski read from the Town of Drumheller Land Use Bylaw 10-8;

#### **"R-3 -- Residential District**

3. *Front Yard:*

(a) *6.1 m (20 ft.); and*

4. *Side Yard:*

(a) *1.5 m (5 ft.) except those buildings having the principal entrance provided from a side yard. The minimum side yard shall then be 2.1 m (7 ft.);"*

Municipal Planning Commission discussed the application.

**Motion:** T. Zariski moved to approve presented Development Permit T00061-18D submitted by Applicant for a front deck located at 541 3 Avenue West, Drumheller on Plan 8358CQ; Block 48; Lot 7.

**Second:** S. Gallagher – Vote – Unanimously opposed - Motion denied.

#### **REASON FOR REFUSAL**

The Municipal Planning Commission denied the application for a front deck for the following reasons:

"A non-conforming use of a part of a building may be extended throughout the building, but the building, whether or not it is a non-complying building shall not be enlarged or added to and no structural alterations shall be made thereto or therein." as per Land Use Bylaw 10-08 Part VII General Land Use Regulations, 69, Non-Conforming Buildings and Uses (b), Page 141."

The proposed deck on the front of this home does not meet front or side yard set-backs for the R-3 Residential District.

#### 3.2 T00070-18D – Suteki Developments Inc – New Construction & occupancy

D. Drohomerski presented Development Permit T00070-18D submitted by Suteki Developments Inc for New Construction mixed use commercial building with occupancy of dance studio in the basement located at 265 & 273 Centre Street, Drumheller on Plan 3099AD; Block 24; Lot 15 & 16. Zoning is C-B – Central Commercial District.



D. Drohomerski advised the existing building at 265 & 273 Centre Street would be demolished to make way for a new construction mixed use Commercial building; a one storey office and retail with dance studio in the basement.

Municipal Planning Commission discussed the application. MPC noted the curb access may require revision in regards to the approach for driveway, as it is slightly different from the existing.

**Motion:** S.Clark moved to approve Development Permit T00070-18D submitted by Suteki Developments Inc for New Construction mixed use commercial building with occupancy of dance studio in the basement located at 265 & 273 Centre Street, Drumheller on Plan 3099AD; Block 24; Lot 15 & 16, subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw 16-10.
3. Development shall conform to any/all Municipal, Provincial and Federal regulations, guidelines and/or legislation that may apply.
4. Development shall conform to Alberta Building Codes and Fire Codes. Prior to occupancy confirmation from the Local Fire Authority that the building may be occupied for such purposes.
5. If the holder of the permit/property owner wishes to make any changes in the proposed development, occupancy or additions to same from application as approved, the holder of the permit must first obtain permission of the Development Officer/Municipal Planning Commission. An additional development permit may be necessary.
6. Proper placement of foundation walls -- as per application -- to be determined by a Registered Alberta Land Surveyor. Real Property Report to be provided to the Town of Drumheller for verification and upon completion.
7. All necessary Safety Codes Permits (building, electrical, gas, plumbing and private sewage.) to be in place prior to any construction/installations.
8. Make provisions for installation of water services and meter as per the Town of Drumheller water/sewer bylaw at the expense of the owner/applicant.
9. Offsite levies to be paid prior to the issuance of Safety Codes permits.
10. External finished appearance of site to the satisfaction of the development Officer/Municipal Planning Commission.
11. Ensure grading allows for all surface water to drain from the site and does not adversely affect neighboring properties
12. Any/all local improvements or upgrade required for development are at owner/applicants expense. All local improvements, and construction thereof, must be approved by the Town of Drumheller including, but not limited to, approaches, driveways, frontage charges, water/sewer services, etc. Please contact 403-823-1330 for approval and specifications prior to installation.
13. Landscaping to be in accordance with Policy C04-02 and Land Use Bylaw 10-08 and to the satisfaction of the Development Officer/Municipal Planning Commission.
14. Development permit is required for signage placement and made under a separate application prior to placement.
15. Garbage and waste materials must be stored in weather proof and animal proof containers and screened from adjacent sites and public thoroughfares including lanes.
16. No outside storage of material and equipment.
17. Sites abutting a residential district shall be screened from the view of the residential district to the satisfaction of the Municipal Planning Commission.



18. Contractor and subcontractors to have a valid business license with the Town of Drumheller.
19. Annual Business License(s) are required for each separate business.

**Second:** S. Gallagher – Carried.

### 3.3 T00075-18D – Bold Efexx Hair Shop – Liquor Licensing

D. Drohomerski presented Development Permit T00075-18D submitted by Bold Efexx Hair Shop for Liquor Licensing at the Salon located at 376 Centre Street, Drumheller on Plan 3099AD; Block 18; Lot 34-36. Zoning is C-B – Central Commercial District.

D. Drohomerski advised the Salon would like to service clients liquor while they are enjoying a service; hair care, pedicure, nails or bridal parties. In the past the business would have to close the doors to host a bridal party. The clients would be offered a selection of snacks along with the drink and salon service.

Municipal Planning Commission discussed the application.

**Motion:** C. Gillis moved to approve Development Permit T00075-18D submitted by Bold Efexx Hair Shop for Liquor Licensing at the Salon located at 376 Centre Street, Drumheller on Plan 3099AD; Block 18; Lot 34-36, subject to the following conditions;

1. Development shall conform to Town of Drumheller Land Use Bylaw 10-08.
2. Development shall conform to the Town of Drumheller Community Standards Bylaw (16-10).
3. Development to conform and meet the requirements of the Alberta Gaming & Liquor Commission (AGLC). Prior to commencement of activity confirmation must be provided to the Development Officer from the AGLC.
4. All necessary permits (building, electrical, plumbing, etc) to be in place prior to any construction/installation.
5. All contractors and/or sub-trades to possess a valid Town of Drumheller Business License.
6. Development to conform and meet the requirements of the Regional Fire and Health Authority. Prior to commencement of occupancy and business activities, confirmation must be provided to the Development Officer from the Local Fire and Health Authority that the building is occupiable for such purposes.
7. If the holder of the permit wishes to make any change in the conduct of the business that departs from the description in the application or from any other condition or restrictions imposed, the holder of the permit must obtain prior permission of the Development Officer/Municipal Planning Commission. An additional development application may be necessary.
8. Development application is required for signage placement and made under separate application prior to placement.
9. Development to conform to any/all Municipal, Provincial and Federal regulations and/or legislation that may apply.

**Second:** S. Rymal – Carried.



### 3.4 T00081-18D – The Oxford House Foundation of Canada – Group Home

D. Drohomerski presented Development Permit T00081-18D submitted by The Oxford House Foundation of Canada for a Group Home located at 920 11 Street SE, Drumheller on Plan 4437JK; Block 2; Lot 11. Zoning is R-1 – Residential District.

D. Drohomerski advised this application is for a group home for substance abuse recovery residents.

D. Drohomerski read from the Town of Drumheller Land Use Bylaw 10-08;

**"Definition:**

**"Group Home"** means a use:

- (a) where social, physical or mental care is provided to four (4) or less persons who live full time in the facility; and
- (b) that has at least one staff person at the facility at all times".

P. Nixon was in attendance to speak to the application. Oxford House owns and operates 27 homes in Alberta; offering a 100% sober living environment for its residents. These are referred to as third stage housing for people committed to recovery, where each resident commits to live sober or to leave the house. This is offer of long-term housing, people pay rent for their bedroom and share common areas such as the kitchen, livingroom and yard space. This is a peer-supported model, where the residents are responsible for the care of the home and support each other. Oxford House has partnered with Grace House in the management of the house and provision of supports for the residents. This home is used for post treatment for a community of persons going through transition from treatment to out-side life, by sharing a rented house.

Municipal Planning Commission discussed the application. The MPC felt that the presented information did not meet the definition of "Group Home" as outlined in the definition in the Town of Drumheller Land Use Bylaw 10-08.

### **MPC DECISION**

The Municipal Planning Commission considered the application at the meeting of March 29, 2018 and could not make a ruling for or against. For the reason that the proposed use of the home as described and illustrated in the literature submitted does not meet the definition of "**Group Home**" as defined in the current Town of Drumheller Land Use Bylaw 10-08, Part I Purpose & Definitions, Group Home, Page 17

**"Group Home"** means a use:

- (a) where social, physical or mental care is provided to four (4) or less persons who live full time in the facility; and
- (b) that has at least one staff person at the facility at all times.



### 3.5 T00084-18D – Nason Ibrahim – Mobile Vendor

D. Drohomerski presented Development Permit T00084-18D submitted by Nason Ibrahim for a Mobile Vendor; Archery Tag, located at 100 1 Avenue West, Drumheller on Plan 3147HR; Block 34; Lot 1. Zoning is CS – Community Service District.

D. Drohomerski advised this vendor would be setting up in the tennis court area located behind the Memorial Hockey Arena, operating Monday to Sunday 11:00 am to 9 pm including holidays. There will be netting attached to the fence to capture the foam tipped arrows. This is similar to dodge-ball, the object is to strike the opposing teams players in order to eliminate them from the game. Players are equipped with bows, foam-tipped arrows, helmets and arm guards to take down their foes. There will be bottled water available for purchase at the venue.

Municipal Planning Commission discussed the application.

**Motion:** S. Kuntz moved to approve Development Permit T00084-18D submitted by Nason Ibrahim for a Mobile Vendor; Archery Tag, located at 100 1 Avenue West, Drumheller on Plan 3147HR; Block 34; Lot 1, subject to the following conditions;

1. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
2. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
3. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
4. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
5. Vendor shall conform to Town of Drumheller Land Use Bylaw 10-08.
6. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 16-10.
7. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
8. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 10-08 will be allowable at the discretion of the Municipal Planning Commission. Any other signage will require an additional Development permit.
9. Vendor shall provide garbage and recycling receptacles at the Mobile Vending Unit. Each night the garbage and receptacles are to be emptied and the site around the Unit is to be cleaned up.
10. Vendor shall not discard water from the daily activities, on the Unit site; it shall be discarded in the appropriate manner.
11. Vendor shall place piece(s) of plywood (i.e. 2 foot by 4 foot) under any wheel(s) to displace the weight of the Unit so not to create ruts in grassy areas.
12. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
13. This permit expires December 31, 2018.

**Second:** C. Gillis - Carried



### 3.6 T00085-18D – Ravi Ponnusamy – Mobile Vendor

D. Drohomerski presented Development Permit T00085-18D submitted by Ravi Ponnusamy for a Mobile Vendor; Ice Cream Truck, located at the HooDoo's on Hwy 10 East, Drumheller on Plan 0012223; Block 1. Zoning is A – Agricultural District.

D. Drohomerski advised this vendor proposes to be located at the HooDoo's on HWY 10 East, operating Monday to Sunday 10:00 am to 6:00 pm from May to September.

Municipal Planning Commission discussed the application.

**Motion:** T. Zariski moved to approve Development Permit T00085-18D submitted by Ravi Ponnusamy for a Mobile Vendor; Ice Cream Truck, located at the HooDoo's on Hwy 10 East, Drumheller on Plan 0012223; Block 1, subject to the following conditions;

1. Vendor shall provide the Development Officer with a current Alberta Health Services Food Handling Permit.
2. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
3. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
4. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
5. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
6. Vendor shall conform to Town of Drumheller Land Use Bylaw 10-08.
7. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 16-10.
8. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
9. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 10-08 will be allowable at the discretion of the Municipal Planning Commission. Any other signage will require an additional Development permit.
10. Vendor shall provide garbage and recycling receptacles at the Mobile Vending Unit. Each night the garbage and receptacles are to be emptied and the site around the Unit is to be cleaned up.
11. Vendor shall not discard water from the daily activities, on the Unit site; it shall be discarded in the appropriate manner.
12. Vendor shall place piece(s) of plywood (i.e. 2 foot by 4 foot) under any wheel(s) to displace the weight of the Unit so not to create ruts in grassy areas.
13. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
14. This permit expires December 31, 2018.

**Second:** S. Gallagher - Carried



### 3.7 T00087-18D – 657982 Alberta Inc. – Mobile Vendor

D. Drohomerski presented Development Permit T00087-18D submitted by 657982 Alberta Inc. for a Mobile Vendor; in the Community Futures Sea Can, located at the HooDoo's on Hwy 10 East, Drumheller on Plan 0012223; Block 1. Zoning is A – Agricultural District.

D. Drohomerski advised this vendor will occupy the Sea Can located at the HooDoo's, operating Monday to Sunday 10:00 am to 6:00 pm May to September, possibly longer if the parking lot is full.

The delegates noted sandwiches are pre-made in a commercial location they have purchased. They are limited as to what can be done on location as there is no running water. They will have coolers and freezers in the unit. About 3 picnic tables with umbrellas will be located next to the unit for customers.

Municipal Planning Commission discussed the application.

**Motion:** T. Lacher moved to approve Development Permit T00087-18D submitted by 657982 Alberta Inc. for a Mobile Vendor; in the Community Futures Sea Can, located at the HooDoo's on Hwy 10 East, Drumheller on Plan 0012223; Block 1, subject to the following conditions;

1. Vendor shall provide the Development Officer with a current Alberta Health Services Food Handling Permit.
2. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
3. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
4. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
5. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
6. Vendor shall conform to Town of Drumheller Land Use Bylaw 10-08.
7. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 16-10.
8. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
9. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 10-08 will be allowable at the discretion of the Municipal Planning Commission. Any other signage will require an additional Development permit.
10. Vendor shall provide garbage and recycling receptacles at the Mobile Vending Unit. Each night the garbage and receptacles are to be emptied and the site around the Unit is to be cleaned up.
11. Vendor shall not discard water from the daily activities, on the Unit site; it shall be discarded in the appropriate manner.
12. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
13. This permit expires December 31, 2018.

**Second:** S. Clark - Carried



### 3.8 T00091-18D – The Stuffed Kilt – Mobile Vendor

D. Drohomerski presented Development Permit T00091-18D submitted by The Stuffed Kilt for a Mobile Vendor; food vending unit, located at the Rotary Splash Park and Centennial Park at 100 1 Avenue West, Drumheller at NE-11-29-20-W4. Zoning is CS – Community Service District.

D. Drohomerski advised The Stuffed Kilt was located at the Rotary Splash Park and Centennial Park last year; and was able to park here for the 2017 and 2018 season. It was found that the tires on the trailer left divits in the grass so boards were placed under the wheels, however that created ruts. On a site plan for the Park it was noted a gas line runs north and south from the Aquaplex, across the park to 1 Avenue.

Municipal Planning Commission discussed the application. Conditions to be included clean up of site, daily water usage to be taken out of the park for disposal and have 2 foot by 4 foot sheet of plywood under each wheel or set of wheels.

**Motion:** S. Gallagher moved to approve Development Permit T00091-18D submitted by The Stuffed Kilt for a Mobile Vendor; food vending unit, located at the Rotary Splash Park and Centennial Park at 100 1 Avenue West, Drumheller at NE-11-29-20-W4, subject to the following conditions;

1. Vendor shall provide the Development Officer with a current Alberta Health Services Food Handling Permit.
2. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
3. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
4. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
5. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
6. Vendor shall conform to Town of Drumheller Land Use Bylaw 10-08.
7. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 16-10.
8. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
9. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 10-08 will be allowable at the discretion of the Municipal Planning Commission. Any other signage will require an additional Development permit.
10. Vendor shall provide garbage and recycling receptacles at the Mobile Vending Unit. Each night the garbage and receptacles are to be emptied and the site around the Unit is to be cleaned up.
11. Vendor shall not discard water from the daily activities, on the Unit site; it shall be discarded in the appropriate manner.
12. Vendor shall place piece(s) of plywood (i.e. 2 foot by 4 foot) under any wheel(s) to displace the weight of the Unit so not to create ruts in grassy areas.
13. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.
14. This permit expires December 31, 2018.

**Second:** S. Clark - Carried



### 3.9 T00095-18D – Red Deer River Adventures – Mobile Vendor

D. Drohomerski presented Development Permit T00095-18D submitted by Red Deer River Adventures for a Mobile Vendor; Recreational Activities and placement of Sea Can(s), located at Newcastle Beach, 980 2 Avenue West, Drumheller on Plan 1020LK; Block 1. Zoning is CS – Community Service District.

D. Drohomerski advised this vendor proposes to occupy the existing concession located at Newcastle Beach and to place up to 4 Sea-cans for storage of recreational equipment. Operation of the business to be Monday to Sunday 7:00 am to 8:00 pm, May to October.

E. Neuman spoke to the application and the need for lockable storage of recreational equipment on site; equipment would include canoes and kayaks. This area is ideal for this vendor with the use of the existing facilities for clients; toilets, change rooms, an area to get out of the weather, access to the river for launching and landing watercraft and a physical location for rentals and a concession.

Municipal Planning Commission discussed the application. The Sea Can(s) could move if not secured to the ground during flooding; a flood evacuation plan to be submitted. The Sea Can(s) would need to be esthetically pleasing to the surroundings, no advertising to be on the container(s). A maximum of 2 40 foot self storage containers would be allowed.

**Motion:** S. Rymal moved to approve Development Permit T00095-18D submitted by Red Deer River Adventures for a Mobile Vendor; Recreational Activities and placement of 2 Sea Can(s), located at Newcastle Beach, 980 2 Avenue West, Drumheller on Plan 1020LK; Block 1, subject to the following conditions;

1. Vendor shall provide the Development Officer with a current Alberta Health Services Food Handling Permit.
2. A Mobile Vendor Permit/ Business License and all other required permits and licenses must be clearly visible at the Mobile Vending Unit at all times.
3. Vendor shall carry on Business daily within the hours approved on the Mobile Vending Permit.
4. Vendor shall operate their business within the permitted area(s) approved by the Development Authority, as indicated on the approved Mobile Vendor Permit.
5. Vendor shall not impede traffic and/or pedestrians, endanger public safety or cause and unwelcome disturbance.
6. Vendor shall conform to Town of Drumheller Land Use Bylaw 10-08.
7. Vendor shall conform to the Town of Drumheller Community Standards Bylaw 16-10.
8. Vendor shall conform to the Town of Drumheller Mobile Vendor Bylaw 01-18.
9. Advertising or signage for a Vendor is limited to the space available on the Mobile Vending Unit at the location(s) as indicated on the approved Mobile Vendor Permit. One (1) A-Board Sign that complies with the requirements in the Town of Drumheller Land Use Bylaw 10-08 will be allowable at the discretion of the Municipal Planning Commission. Any other signage will require an additional Development permit.
10. Vendor shall provide garbage and recycling receptacles at the Mobile Vending Unit. Each night the garbage and receptacles are to be emptied and the site around the Unit is to be cleaned up.
11. Vendor shall not discard water from the daily activities, on the Unit site; it shall be discarded in the appropriate manner.
12. Vendor shall place piece(s) of plywood (i.e. 2 foot by 4 foot) under any wheel(s) to displace the weight of the Unit so not to create ruts in grassy areas.
13. The Development Authority may suspend or revoke a permit issued under the Mobile Vendor Bylaw 01-18 should the holder of the permit, employee, agent or representative fail to comply with the provisions of the Bylaw.



- 14. Vendor may use the concession on site and is responsible for keeping it clean. Rent will be charged as per the drafted agreement signed before use.
- 15. Placement of two (2) Sea-cans will be at the discretion of the Town of Drumheller, they will be secure, vendor is responsible for damages and have a flood evacuation plan in place and will submit plan to the Town of Drumheller.
- 16. This permit expires December 31, 2018.
- 17. Vendor may use the building on site, and is responsible for keeping it clean. Rent will be charged as per the drafted agreement.

**Second:** T. Lacher - Carried

#### 4.0 PALLISER REGIONAL MUNICIPAL SERVICES

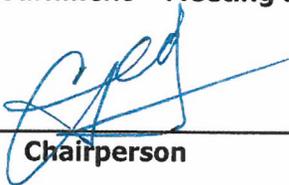
##### 4.1 No Discussion Items

#### 5.0 OTHER DISCUSSION ITEMS

##### 5.1 Mobile Vendor

D. Drohomerski advised Dino Donuts was located at the Rotary Splash Park and Centennial Park last year; and was able to park here for the 2017 and 2018 season. An application has not yet been received as the Vendor owner is away.

#### 6.0 Adjournment – Meeting adjourned at 3:10 pm.




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Chairperson




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Development Officer

**Attachments:** Agenda

**Agenda Item # 8.1.1**

(General By-law)

**BY-LAW NO. 04.18**

**OF THE TOWN OF DRUMHELLER**

(hereinafter referred to as “the Municipality”)

**IN THE PROVINCE OF ALBERTA**

**This by-law authorizes the Council of the Municipality to incur indebtedness by the issuance of debenture(s) in the amount of \$497,400 for the purpose of Flood Mitigation in Central Drumheller through berm enhancement and construction.**

**WHEREAS:**

The Council of the Municipality has decided to issue a by-law pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Flood Mitigation construction.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$3.7million and the Municipality estimates the following grants and contributions will be applied to the project:

Provincial Grants	\$3,202,600
Debenture(s)	<u>\$497,400</u>
Total Cost	\$3,700,000

In order to complete the project it will be necessary for the Municipality to borrow the sum of \$497,400, for a period not to exceed 30 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this by-law.

The estimated lifetime of the project financed under this by-law is equal to, or in excess of 75 years.

The principal amount of the outstanding debt of the Municipality at December 31, 2017 is \$9,605,204 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

**Agenda Item # 8.1.1**

**NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:**

- 1. That for the purpose of flood mitigation in Central Drumheller through berm enhancement and construction, the sum of FOUR HUNDRED AND NINETY-SEVEN THOUSAND AND FOUR HUNDRED DOLLARS (\$497,400) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of \$497,400 is to be paid by the Municipality at large.
- 2. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this by-law, namely the enhancement and construction of berms in Central Drumheller for flood mitigation.
- 3. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed THIRTY (30) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed EIGHT (8) percent.
- 4. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
- 5. The indebtedness shall be contracted on the credit and security of the Municipality.
- 6. The net amount borrowed under the by-law shall be applied only to the project specified by this by-law.
- 7. This by-law comes into force on the date it is passed.

READ A FIRST TIME THIS 3rd DAY OF APRIL, 2018.

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_, 2018.

READ A THIRD TIME THIS \_\_\_\_ DAY OF \_\_\_\_, 2018.

\_\_\_\_\_  
(CHIEF ELECTED OFFICIAL)

\_\_\_\_\_  
(CHIEF ADMINISTRATIVE OFFICER)

SEAL



# DRUMHELLER

## CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 9.1



### QUARTERLY REPORT FOR CAO

<b>Name:</b>	<b>Darryl Drohomerski</b>	<b>Month:</b>	<b>January 1 to April 30, 2018</b>
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**FLOOD MITIGATION (TOWN ROLE)**

Letter of Intent for transfer of the dykes from the Province to the Town was signed off by the CAO on March 19<sup>th</sup> as well as the Agreement for funding for the East Midland and Newcastle flood mitigation projects. The residential relocation program still remains with the Province as they finalize the logistics. Borrowing Bylaw 05.17 in the amount of \$516,000 for the flood mitigation project in East Midland was adopted on April 3<sup>rd</sup> with Borrowing Bylaw 04.18 in the amount of \$497,400 being presented to Council on May 14<sup>th</sup> for second and third readings.

**TYRRELL MUSEUM SEWAGE ODOR**

Sewer Servicing Agreement for the Royal Tyrrell Museum (between the Province and the Town of Drumheller) was signed off by the Town on May 8<sup>th</sup>.

**COMMUNITY PROFILE-DinoBranding - Jan**

On January 22<sup>nd</sup>, more entry signage were identified as the primary opportunities to improve branding of the Town, followed by the use of a logo / theming, banners / wayfinding signage and street furniture options.

On March 22<sup>nd</sup> Banff at the Economic Development Association of Alberta Awards Night: Town of Drumheller won two awards:

**Alex Metcalf Award:** Which acknowledges individuals or agencies for excellence in economic development relating to the attraction, expansion or retention of business within Alberta. This award is not limited to the attraction, retention and expansion of "industry" alone and includes the development of new strategies, programs and/or developments that bring economic benefit to a community. Economic Developers Alberta recognizes up to three economic development initiatives or projects each year with this award.

**Marketing Award:** The Economic Developers Alberta Marketing Awards are open to all Economic Developers Alberta members, in good standing, who undertake to promote and market, with a view to improving the economic well-being of their communities.

The awards were given for the Dinowalk / Wayfinding Project as great examples of community collaboration and excellent media coverage in relation to the secondary naming of streets (dinosaur named streets) in Drumheller.

**Office of the Chief Administrative Officer**

Telephone: (403) 823-1339

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**DOWNTOWN PLAN – Plaza Square Strategy**

At the same presentation on January 22<sup>nd</sup>, the Economic Development Advisory Committee presented to Council on Downtown Beautification at which time the Plaza Square Strategy was introduced with the following highlights:

- The creation of a downtown plaza and enhanced maintenance of existing features were identified as top revitalization priorities, followed by additional soft landscaping and street furniture;
- More shaded areas, an outdoor performance area and seating as part of the downtown park or plaza;
- Ideas to support outdoor market experience with improved signage and advertising, improved maintenance of the streetscape and more pedestrian-friendly features; and
- More events/programming.

**COMMUNICATION STRATEGY – Feb**

Recommendations to come forward from Economic Task Force.

**ECONOMIC RECOMMENDATIONS - April**

Presentation to Council on May 7<sup>th</sup> from the Economic Task Force.

**PUBLIC PARTICIPATION POLICY - JUNE**

Council was invited to attend the Countdown to Public Participation webinar on March 8<sup>th</sup>. At that time Council and Administration heard key aspects of understanding public participation and creating a public participation policy: background and key concepts, ingredients to good policy and making it work (after it's passed). Council will be introduced with a draft policy in June and approval by July 23, 2018 (the deadline date under the new Municipal Government Act).

**TOBOGGAN HILL - SEPT**

Discussion held with Vance Neudorf on availability of land for the Toboggan Hill. A report will be presented to Council in the fall.

**Outstanding Issues for the Next Quarter:**

- Economic Task Force Recommendations
- Downtown Park Plaza
- Offsite Levy Bylaw

**CAO:**

Original Signed by CAO



### 2018 Infrastructure Services Report on Corporate / Operational Priorities First Quarter

#### 2018 STRATEGIC BUSINESS PLAN

Adopted by Council on January 8, 2018

#### CORPORATE PRIORITIES

##### Elks Building Demolition

Currently working through ownership of the site and will be developing tender for demolition for early this fall.

##### Trail Plan Map Showing Gaps and Priorities

Work on this project will begin within the next month and be completed by early September of 2018.

##### Ball Diamond Upgrades

The long winter and recent flooding events delayed the ball diamond upgrades. Work on this project is anticipated to begin end of May.

##### Royall Tyrrell Museum Sewer Odour Issue

- Odour on 4th Avenue SW attributed from the Royal Tyrrell Museum since their opening in 1985.
- Steps taken to date include: increased monitoring of Drumheller sewers, better working arrangement with the Royal Tyrrell Museum.
- May 8, 2018 signed agreement between Town and Royal Tyrrell Museum on service expectations.

##### Aquaplex Modernization (Phase 2)

- Hot tub issues were due to not being able to meet Alberta Health Services flow requirements, which necessitated having to re-do some of the piping.
- Hot tub was reopened to public on February 21.

##### Street Improvement Program

- 2018 Road Improvement Program Request for Proposal will be posted on May 14, close on May 31 and be brought before Council on June 11 for approval.
- Pavement Marking Request for Quotation was posted on April 5 and work is expected to commence prior to July 1.

#### OPERATIONAL PRIORITIES

##### Spring Clean Up

- Began on April 30 in East Coulee and continued until May 10 in Willow Estates.
- Excellent participation by residents again this year and seamless performance by our dedicated Public Works Staff.
- Street sweeping is expected to begin the week of May 14.

## **Agenda Item # 9.1**

### **Water Plant Optimization**

- Static mixer installation was completed on April 4.
- Awaiting a response from Alberta Environment regarding the river study for residuals Management.

### **Beautification / Town Entrances** (ongoing project)

- Median beautification
- New planters and flowers
- Wayfinding signage completed

Report Writer:	<b>Armia Mikhael, B. Eng</b>	CAO:	<b>Darryl E. Drohomerski, C.E.T.</b>
Position:	<b>Director of Infrastructure Services</b>	<b>Original signed by CAO</b>	



## COMMUNITY SERVICES REPORT ON CORPORATE / OPERATIONAL PRIORITIES and UPDATES 1<sup>ST</sup> QUARTER 2018

### Community Assistance Policy - Feb - Completed.

- Community Assistance Policy adopted by Council on March 19<sup>th</sup>. Schedule B needs to be found/developed for applicants.

### Employee Housing Business Case

- Council at their Strategic Business Session held on November 29<sup>th</sup>, employee housing was identified as a Corporate Priority. On January 12<sup>th</sup> an initial meeting was arranged with ATCO to discuss the proposal of an ATCO Village. This was item identified by the Economic Task Force during their May 7 presentation to Committee of the Whole. Further meetings required to identify next steps.

### FCSS

#### Community Social Needs Assessment

- Currently drafting a Request for Proposals for local Counselling Organisations interested in supporting the Subsidised Counselling Program. The final report for the Social Needs Assessment has been delayed by staff changes.

#### Poverty Reduction Strategy

- Initial research has begun for this. Further development of a strategy will begin once the results of the Community Social Needs Assessment are published (including forming a committee to include community members and stakeholders). – proposed revised date - Fall 2018

#### Drumheller Early Childhood Development Coalition (DECD)

- Early Development Instrument (EDI) data has been made available for Drumheller for the first time. Coalition is assessing the info but results show that Kindergarteners in Drumheller are below the provincial average in 3 of 5 areas of development and that more children are deemed 'vulnerable' in a 4<sup>th</sup> area than the provincial average.

#### Before and After School Care (BASC)

- Attendance - Currently Registered – 24 (19 FT, 5 PT).
- In discussions with Golden Hills School Division with a view to the possible introduction of out of school program called 'Right at School' at a number of their elementary schools.

#### Volunteer Tax Program

- Ran through March and April for seniors and low income individuals and was again supported by volunteer Bill Wulff; including clinics at the Library, Sunshine Lodge and Manor. Final count will be available in the next quarter report.

#### Kilo of Kindness

- Had an excellent response with over a half ton truck load of food bags being collected for the Food Bank.

#### Family Resource Workers in the schools

- Are reporting that current trends include increased levels of client poverty due to job loss and cost of living. Self harm, anxiety and depression are also on the rise for our teens.

### Aquaplex

Total Attendance:	11 707 people
Scheduled Swims	8076
Drop-in	3307
Members	3216
Aquafit	704

Other (tickets, preschool, etc) 1553  
 Lessons & courses 674  
 Other user groups 2657  
 (School lessons, Edutours, Canadian Badlands Aquatic Club, private rentals)

## Agenda Item # 9.1

- Indoor pool is open! So far in the first quarter we have seen an increase of almost double the number of individuals for our Parent and Tot time as compared to 2017, and an increase of 1000 people overall for scheduled swims in this quarter compared to the same quarter in 2017
- Hot tub did not open until Feb 21 due to plumbing and circulation rate issues, as it needed to meet the new AHS standards.
- Waterslide pump stopped working on March 11 resulting in the closure of the slide. It has since reopened.
- Aquafit is slowly building their numbers back up as there was decline after people tried the pool for the first time, some individuals were not comfortable with how deep the water level was. Some adapted well using floatation belts and noodles, but those who were leery of water to begin with were not all able to adapt.
- As the weather warmed, work began on the outdoor pool to prepare it for the upcoming season.

### Badlands Community Facility

Number of permits occurred at the BCF: 194

#### Summary of Events in this quarter:

(76) Administrative/Internal	(0) Anniversary	(3) Banquet	(14) Birthday parties
(1) Concert/Performances	(1) Conferences	(0) Fundraiser	(0) Maintenance
(20) Meetings	(1) Memorials	(45) Non-for-Profit	(1) School groups
(5) Sport/Competition	(1) Tradeshow	(14) Training	(2) Wedding

- Two 'Winter' Weddings; one was over 500 guests
- We participated in three wedding shows promoting our wonderful facility and had great response.
- 28 people have taken advantage of the Recreation Fee Assistance Program this quarter.
- 2nd Annual Women's Health & Fitness Retreat was February 3<sup>rd</sup> with 33 registered participants. It was very well received and increased our numbers this year as well.
- January Activity Guide was produced representing all our Spring Programs including: Parent & Tot Yoga, Teen cooking, Kids night out, Sign & Wine Nights, Birdhouse Making, Core Cycling, Pound and Bootcamps to name a few.
- "Fit into It" Challenge kicked off and went very well with 84 participants and & 33 people who completed their January goals. We are partnered with Drum FM and they were here live on location to promote the first Fit into it Challenge and this will now run quarterly encouraging the community to stay mentally and physically healthy.

Darren Goldthorpe  
 Acting Director of Community Services

  
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Darryl Drohomerski  
 CAO

Original signed by CAO

2018 PROGRAM STATISTICS

BCF PROGRAMS

*Agenda Item # 9.1*

Program Name	Program Type	# of Participants	Dates	Status
Camp BCF Spring Camp	Registered	6	Feb 20-23	COMPLETED
Camp BCF Easter Camp	Registered	14	April 3-6	On Going
Racquet Camp (6-10 yrs)	Registered	3	April 3-6	Cancelled
Racquet Camp (11-14 yrs)	Registered	0	April 3-6	Cancelled
Half Day Cooking Camp (6-8 yrs)	Registered	0	Feb 20-23	Cancelled
Half Day Cooking Camp (9-12 yrs)	Registered	3	Feb 20-23	Cancelled
Half Day Cooking Camp (6-8 yrs)	Registered	2	April 3-6	Cancelled
Half Day Cooking Camp (9-12 yrs)	Registered	2	April 3-6	Cancelled
Half Day Yoga Camp (6-8 yrs)	Registered	1	Feb 20-23	Cancelled
Half Day Yoga Camp (9-12 yrs)	Registered	0	Feb 20-23	Cancelled
Half Day Yoga Camp (6-8 yrs)	Registered	0	April 3-6	Cancelled
Half Day Yoga Camp (9-12 yrs)	Registered	0	April 3-6	Cancelled
Sign & Wine Night	Registered	17	January 26, 2018	COMPLETED
Sign & Wine Night	Registered	15	March 23, 2018	COMPLETED
Paint & Wine Night	Registered	8	February 23, 2018	COMPLETED
WHFR 2018	Registered	33	February 3, 2018	COMPLETED
It's All Yoga	Registered	8	Jan 15- Feb 26	COMPLETED
It's All Yoga	Registered	14	Mar 12-Apr 23	On Going
Parent & Tot Yoga	Registered	2	Mar 14 - Apr 25	Cancelled
Badminton Taster	Registered	approx 20	March 7, 2018	COMPLETED
Munchkins Racquet Sports (4-6)	Registered	0	Jan 19 - Feb 23	Cancelled
Munchkins Racquet Sports (4-6)	Registered	0	Mar 16 - Apr 27	Cancelled
Youth Badminton Level 1 & 2 (Fri)	Registered	1	Jan 19 - Feb 23	Cancelled
Youth Badminton Level 3 & 4 (Fri)	Registered	1	Jan 19 - Feb 23	Cancelled
Yourh Badminton Level 1 & 2 (Fri)	Registered	0	Mar 16 - Apr 27	Cancelled
Youth Badminton Level 3 & 4 (Fri)	Registered	1	Mar 16 - Apr 27	Cancelled
Adult Daytime Badminton (Fri)	Registered	0	Jan 19 - Feb 23	Cancelled
Adult Daytime Badminton (Fri)	Registered	0	Mar 16 - Apr 27	Cancelled
Kids Can Cook Too (6-8 yrs)	Registered	4	Jan 17 - Feb 21	Cancelled
Kids Can Cook Too (9-12 yrs)	Registered	6	Jan 17 - Feb 21	COMPLETED
Kids Can Cook Too (6-8 yrs)	Registered	2	Feb 28 - Apr 4	Cancelled
Kids Can Cook Too (9-12)	Registered	2	Feb 28 - Apr 4	Cancelled
Kids Night Out	Registered	2	February 14th, 2018	Cancelled
Kids Night Out	Registered	0	March 16th, 2018	Cancelled
Cooking Class for Teens (13-17 yrs)	Registered	0	Jan 18 - Feb 22	Cancelled
Cooking Class for Teens (13-17 yrs)	Registered	0	Mar 1 - Apr 5	Cancelled
Beginner Indoor Core Cycling	Registered	0	Jan 16 - Feb 27	Cancelled
Beginner Indoor Core Cycling	Registered	4	Mar 13 - Apr 17	Cancelled
Youth Indoor CORE Cycling	Registered	1	Jan 16 - Feb 27	Cancelled
Youth Indoor CORE Cycling	Registered	11	Mar 13 - Jun 12	On Going
Keeping Up: New Year New You (Wed)	Registered	9	Jan 17 - Feb 21	COMPLETED
Keeping Up: New Year New You (Thur)	Registered	6	Jan 18 - Feb 22	COMPLETED

**Agenda Item # 9.1**

Keeping Up: Spring It On (Wed)	Registered	8	Mar 14 - Apr 18	On Going
Keeping Up: Spring It On (Thurs)	Registered	11	Mar 14 - Apr 18	On Going
POUND	Registered	18	Jan 19 - Mar 2	COMPLETED
POUND	Registered	8	Mar 16 - May 4	On Going
Pickball (taster session)	Drop In Fitness	5	18-Jan-18	COMPLETED
Vinyassa Yoga (Mon)	Drop In Fitness	Average of 10	Jan - Mar	On Going
Vinyassa Yoga (Wed)	Drop In Fitness	Average of 9	Jan - Mar	On Going
Keeping Up with Fitness (Tues)	Drop In Fitness	Average of 7	Jan - Mar	On Going
Keeping Up with Fitness (Thur)	Drop In Fitness	Average of 7	Jan - Mar	On Going
C.O.R.E. Cycling (Mon)	Drop In Fitness	Average of 8	Jan - Mar	On Going
C.O.R.E. Cycling (Fri @ 10am)	Drop In Fitness	Average of 7	Jan - Mar	On Going
C.O.R.E. Cyling (Fri @ 6am)	Drop In Fitness	Average of 4	Jan - Mar	On Going
C.O.R.E. Cycling (Thurs))	Drop In Fitness	Average of 6	Jan - Mar	On Going
		See attached		
Fitness on Demand	Drop In Fitness	Report		On Going
Shuffleboard	Drop In Sports	58	January	On Going
Shuffleboard	Drop In Sports	52	February	On Going
Shuffleboard	Drop In Sports	24	March	On Going
Basketball	Drop In Sports	517	January	On Going
Basketball	Drop In Sports	375	February	On Going
Basketball	Drop In Sports	357	March	On Going
Volleyball	Drop In Sports	89	January	On Going
Volleyball	Drop In Sports	58	February	On Going
Volleyball	Drop In Sports	107	March	On Going
Floor Hockey	Drop In Sports	60	January	On Going
Floor Hockey	Drop In Sports	62	February	On Going
Floor Hockey	Drop In Sports	46	March	On Going
Pickleball	Drop In Sports	720	January	On Going
Pickleball	Drop In Sports	490	February	On Going
Pickleball	Drop In Sports	380	March	On Going
Badminton	Drop In Sports	121	January	On Going
Badminton	Drop In Sports	121	February	On Going
Badminton	Drop In Sports	115	March	On Going

**STATISTICS**  
**Usage and Membership (Aquaplex and BCF)**

Usage (By package) in Q1 (January to March)

<b>Aquaplex Memberships</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>*2012</b>	<b>5 Year Average</b>
Annual - AQP Adult	68	62	117	163	83	76	6	100
Annual - Multi Adult	350	420	355	292	380	409	29	371
Annual - AQP Family	0	0	0	8	3	0	38	2
Annual - Multi Family	1083	918	869	1090	771	854	58	900
Annual - AQP Senior	116	399	268	178	131	82	18	212
Annual - Multi Senior	405	648	731	519	282	418	15	520
Annual - AQP Youth	5	0	26	0	0	0	0	5
Annual - Multi Youth	11	3	2	0	13	21	0	8
One Month - AQP Adult	65	135	32	89	68	71	11	79
One Month - Multi Adult	106	71	92	44	44	163	32	83
One Month - AQP Family	0	0	0	33	36	0	0	14
One Month - Multi Family	24	11	22	23	0	11	1	13
One Month - AQP Senior	33	98	38	9	36	22	1	41
One Month - Multi Senior	26	16	69	0	0	11	1	19
One Month - AQP Youth	0	10	0	0	0	12	0	4
One Month - Multi Youth	7	4	2	0	0	5	0	2
Six Month - AQP Adult	14	34	84	122	38	60	21	68
Six Month - Multi Adult	29	51	51	71	83	67	6	65
Six Month - AQP Family	0	72	0	38	9	112	12	46
Six Month - Multi Family	38	10	14	94	39	48	1	41
Six Month - AQP Senior	61	9	86	91	37	24	0	49
Six Month - Multi Senior	38	46	57	21	14	27	0	33
Six Month - AQP Youth	0	0	1	0	22	0	0	5
Six Month - Multi Youth	0	4	0	2	0	4	0	2
Three Month - AQP Adult	160	207	147	72	128	142	8	139
Three Month - Multi Adult	64	162	58	24	71	76	16	78
Three Month - AQP Family	1	0	3	0	95	0	10	20
Three Month - Multi Family	34	0	10	6	8	20	1	9
Three Month - AQP Senior	128	72	60	87	34	47	29	60
Three Month - Multi Senior	38	56	32	18	16	58	0	36
Three Month - AQP Youth	42	0	0	0	4	20	2	5
Three Month - Multi Youth	3	0	0	2	0	1	0	1
10 Pass Adult AQP	129	74	52	38	80	76	0	64
10 Pass - Adult	26	16	33	43	50	88	1	46
10 Pass Senior AQP	100	256	143	36	28	12	0	95
10 Pass - Senior	16	8	40	76	25	40	1	38
10 Pass Youth AQP	10	1	8	0	0	0	0	2
10 Pass - Youth	7	3	2	11	15	3	0	7
10 Pass Family AQP	0	0	0	0	0	0	0	0
10 Pass - Family	2	2	0	7	12	0	3	4
<b>Total</b>	<b>3239</b>	<b>3878</b>	<b>3504</b>	<b>3307</b>	<b>2655</b>	<b>3080</b>	<b>321</b>	<b>3285</b>

## Agenda Item # 9.1

BCF Memberships	2018	2017	2016	2015	2014	2013	*2012	Average
Annual - BCF Adult	795	963	882	543	511	758	46	731
Annual - Multi Adult	1805	2074	1727	1467	1399	1488	48	1631
Annual - BCF Family	344	271	400	453	647	764	101	507
Annual - Multi Family	4407	3787	4090	3635	2765	3018	296	3459
Annual - BCF Senior	1020	1034	1010	942	863	731	7	916
Annual - Multi Senior	524	423	585	398	269	484	11	432
Annual - BCF Youth	162	39	86	136	46	84	11	78
Annual - Multi Youth	88	73	17	96	71	135	2	78
One Month - BCF Adult	1607	1537	1692	1,335	2101	2465	351	1826
One Month - Multi Adult	345	175	133	80	64	370	103	164
One Month - BCF Family	126	98	6	73	46	77	23	60
One Month - Multi Family	56	56	10	36	0	51	51	31
One Month - BCF Senior	521	634	441	338	393	238	6	409
One Month - Multi Senior	75	104	84	5	20	30	6	49
One Month - BCF Youth	407	185	238	174	164	131	72	178
One Month - Multi Youth	9	10	11	0	0	14	11	7
Six Month - BCF Adult	1095	1129	1238	1194	971	537	32	1014
Six Month - Multi Adult	13	119	76	48	117	121	18	96
Six Month - BCF Family	164	58	29	93	225	0	3	81
Six Month - Multi Family	3	25	47	70	29	123	2	59
Six Month - BCF Senior	266	195	271	250	344	134	1	239
Six Month - Multi Senior	37	74	40	20	47	260	4	88
Six Month - BCF Youth	179	159	117	115	200	7	5	120
Six Month - Multi Youth	0	7	9	1	13	8	0	8
Three Month - BCF Senior	680	680	605	479	423	451	25	528
Three Month - Multi Senior	99	81	21	37	9	157	1	61
Three Month - BCF Adult	1025	1072	1229	1261	961	1040	35	1113
Three Month - Multi Adult	114	117	124	16	127	139	28	105
Three Month - BCF Family	114	180	61	66	16	177	8	100
Three Month - Multi Family	65	0	25	18	89	60	10	38
Three Month - BCF Youth	69	436	129	117	151	149	22	196
Three Month - Multi Youth	4	0	0	3	0	33	4	7
<b>TOTAL</b>	<b>16,218</b>	<b>15,795</b>	<b>15,433</b>	<b>13,496</b>	<b>13,081</b>	<b>14,201</b>	<b>1,339</b>	<b>14401</b>

Admissions BCF (POS)	2018	2017	2016	2015	2014	2013	*2012	5 Year Average
BCF Admission ADULT	686	626	695	625	700	671	271	663
BCF Admission FAMILY	40	28	36	31	50	43	16	38
BCF Admission Senior	50	44	76	25	27	52	2	45
BCF Admisttion YOUTH	490	621	587	476	548	588	246	564
Golden Mile Walking	322	277	158	120	17			114
Play Space & Parent Tot Drop In	116	209	151	158	243	194	246	191
School Drop in/DARTS	72	120	160	161	219	101		152
Special Events/OTHER				29	146	381	1	111
TGITF	229	63						13
<b>TOTAL</b>	<b>2,005</b>	<b>1,988</b>	<b>1,863</b>	<b>1,625</b>	<b>1,950</b>	<b>2,030</b>	<b>782</b>	<b>1891</b>

## Agenda Item # 9.1

Admissions Aquaplex (POS)	2018	2017	2016	2015	2014	2013	*2012	5 Year Average
Additional Dependant						3	7	1
Adult	1083	647	604	345	317	437	162	470
DARTS	0	6	12	22		115	23	31
Family	260	168	151	119	93	127	61	132
Senior	214	162	143	55	31	36	10	85
Toonie Adult	337	365	331	392	362	281	41	346
Toonie Youth	347	581	528	437	452	187	137	437
Youth	855	494	578	420	341	382	171	443
Shower	1	12	3	1	2		4	4
Additional attendance (preschool, tickets, individuals per family, etc)	1853	913	734	933				516
<b>Total</b>	<b>4950</b>	<b>3348</b>	<b>3084</b>	<b>1791</b>	<b>1598</b>	<b>1568</b>	<b>616</b>	<b>2278</b>

Programs Aquaplex	2018	2017	2016	2015	2014	2013	*2012	5 Year Average
Aquafit Admission	^^	^^	^^	4	57	70	12	26
Aquafit - Membership	804	1651	846	1439				787
Swimming Lessons	674	438	528	215	73	124		276
Edutours	338	686	694	71				290
Canadian Badlands Aquatic Club	530	441	394	355				238
School Lessons	1717	1090	1604	1785				896
Other rentals	102	104	25	0				26
<b>Total</b>	<b>4165</b>	<b>4410</b>	<b>4091</b>	<b>3869</b>	<b>130</b>	<b>194</b>	<b>12</b>	<b>2539</b>

Bookings BCF	2018	2017	2016	2015	2014	2013	*2012	
Banquets	3	10	4	12	5	6	1	7
Birthday Parties	14	11	10	23	36	28	0	22
Conferences	1	0	3	0	0	1	1	1
Memorials	1	1	4	2	3	1	0	2
Weddings	2	1	1	0	1	1	0	1
Field House***	51	49	33	51	55	58	6	49
Other rentals**	122	124	116	131	123	143	12	127
<b>Total</b>	<b>194</b>	<b>196</b>	<b>171</b>	<b>219</b>	<b>223</b>	<b>238</b>	<b>20</b>	<b>209</b>

\*2012 was March only as that was when BCF opened

\*\*Other: Anniversaries, concerts, meetings, fundraisers, trade shows, school groups etc

\*\*\*All Field House bookings

^^ regular admission now applies rather than an Aquafit admission

If blank, data not available.

**STATISTICS  
MEMBERSHIP SALES**

Membership total sales (By package) in Q1 (January to March)

**Agenda Item # 9.1**

<b>Multi-Facility</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>*2012</b>	<b>TOTAL</b>	<b>5 year average</b>
10 Pass - Adult	19	25	27	24	42	37	28	183	31
10 Pass - Family	0	0					2	2	0
10 Pass - Senior	12	11	27	16	12	10	1	77	15
10 Pass - Youth	3	4	3	9	12		8	36	6
Annual - Multi Adult	22	29	29	22	37	21	21	159	28
Annual - Multi Family	41	38	46	32	21	27	41	205	33
Annual - Multi Senior	15	5	14	9	4	8		40	8
Annual - Multi Youth	1	1			3		3	7	1
One Month - Multi Adult	35	21	21	10	17	48	29	146	23
One Month - Multi Family	2	4	2	4		3	4	17	3
One Month - Multi Senior	8	3	9	1	1	3	1	18	3
One Month - Multi Youth	1	2	3			2	4	11	1
Six Month - Multi Adult	1	1	3	2	4	4	5	19	3
Six Month - Multi Family	1	1		2	1	1		5	1
Six Month - Multi Senior	2	2	1	1	3		1	8	1
Six Month - Multi Youth	1	1	1		2			4	1
Three Month - Multi Adult	11	7	10	3	8		10	38	6
Three Month - Multi Family	4	0	1	2	2	4	2	11	2
Three Month - Multi Senior	5	4	3	5	5	8	1	26	5
Three Month - Multi Youth	1	0		1		1	1	3	0
<b>Total:</b>	<b>185</b>	<b>159</b>	<b>200</b>	<b>143</b>	<b>174</b>	<b>177</b>	<b>162</b>	<b>1015</b>	<b>171</b>
<b>Aquaplex</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>*2012</b>	<b>TOTAL</b>	<b>average</b>
Annual - AQP Adult	2	2	2	1			4	9	1
Annual - AQP Family	3	0		1			6	7	0
Annual - AQP Senior	0	2	3	1		2	5	13	2
Annual - AQP Youth	1	0	1					1	0
One Month - AQP Adult	13	16	23	15	9	13	5	81	15
One Month - AQP Family	0	0		2	1			3	1
One Month - AQP Senior	3	10	3	1	5	3	1	23	4
One Month - AQP Youth	0	0				2		2	0
Six Month - AQP Adult	3	1		1	1	3	4	10	1
Six Month - AQP Family	0	0		1	4			5	1
Six Month - AQP Senior	1	0	1	1	1			3	1
Six Month - AQP Youth	0	0						0	0
Three Month - AQP Adult	8	4	5	3	7	7	4	30	5
Three Month - AQP Family	0	0	1		3		1	5	1
Three Month - AQP Senior	9	4	4	3	6	2	5	24	4
Three Month - AQP Youth	2	0			1	1	1	3	0
10 Pass Adult AQP	13	15	4	3	3	7		32	6
10 Pass Senior AQP	13	18	13		1	2		34	7
10 Pass Youth AQP	2	0	1			2		3	1
<b>Grand Total:</b>	<b>73</b>	<b>72</b>	<b>61</b>	<b>33</b>	<b>42</b>	<b>44</b>	<b>36</b>	<b>288</b>	<b>50</b>

Agenda Item # 9.1

BCF	2018	2017	2016	2015	2014	2013	*2012	TOTAL	5 year average
Annual - BCF Adult	14	7	10	8	13	8	17	63	9
Annual - BCF Family	9	3	1	1	3	5	11	24	3
Annual - BCF Senior	9	9	13	9	5	3	5	44	8
Annual - BCF Youth	2	0	1	1	2		4	8	1
One Month - BCF Adult	48	134	159	174	225	273	113	1078	193
One Month - BCF Family	10	5	1	6	3	4	8	27	4
One Month - BCF Senior	9	33	29	22	49	24	3	160	31
One Month - BCF Youth	19	20	23	24	22	25	26	140	23
Six Month - BCF Adult	10	19	20	11	15	11	10	86	15
Six Month - BCF Family	1	2	1	2	5	0	1	11	2
Six Month - BCF Senior	8	7	5	2	2	0	1	17	3
Six Month - BCF Youth	4	2	0	5	6	0	1	14	3
Three Month - BCF Senior	19	18	23	16	12	10	3	82	16
Three Month - BCF Adult	40	59	61	63	50	41	14	288	55
Three Month - BCF Family	3	3	3	2	8	8	1	25	5
Three Month - BCF Youth	8	9	10	10	0	12	6	47	8
<b>Grand Total:</b>	<b>2231</b>	<b>2347</b>	<b>360</b>	<b>356</b>	<b>420</b>	<b>424</b>	<b>224</b>	<b>4131</b>	<b>781</b>

\* 2012 -was March only as that is when the BCF onpened.



## PROTECTIVE SERVICES REPORT ON CORPORATE / OPERATIONAL PRIORITIES 1st QUARTER 2018

### TOURISM CORRIDOR BYLAW

We advertised that Drumheller is looking for volunteers to form a working group to share ideas about how the Town can enhance and preserve its character, scenery, history and aesthetics through the community's tourism corridor (along the primary highway route). It is proposed that Council will adopt a Tourism Corridor Bylaw in the near future. We are still looking for a couple more citizens to come forward to join this committee.

### COMMUNITY STANDARDS BYLAW

We advertised that Drumheller is looking for volunteers to form a working group to share community concerns and provide input on changes to the Community Standards Bylaw. The Community Standards Bylaw regulates the conduct of people on private and public property to promote a safe and enjoyable community. Common bylaw complaints include; noise, parking, litter, run down properties, weeds, trees and other nuisances. Citizens have come forward expressing interest and the first meeting will be held in the near future.

### BROWNFIELD SITES

Brownfield sites are defined generally as: underdeveloped or previously developed properties that may be contaminated, usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant. The Federation of Canadian Municipalities (FCM) Green Municipal Fund (GMF) has produced a series of Brownfield roadmaps to help municipalities and their private-sector partners better understand how to redevelop Brownfield sites in their communities. We are still investigating the preferred options for redevelopment of Brownfield sites in Drumheller.

### AEMA TRAINING

AEMA training was held April 5 for ESS staff on Dealing with Persons with Functional Needs and Registration & Inquiry, April 6 morning training for Council, & April 6 afternoon training for ICS staff on Incident Command 100.

### FENCED DOG PARK

We will be arranging an open house for the public to provide input on the location and design of the fenced dog park. Construction of the park will be in late summer once the input and design is finalized.

**Greg Peters**  
**Director of Protective Services**

Town of Drumheller  
224 Centre Street  
Drumheller, AB T0J 0Y3

**Protective Services**  
  
*www.dinosaurvalley.com*

Telephone: (403) 823-1363  
Telephone: (403)823-1323  
Fax: (403) 823-7739  
E-mail: [gpeters@dinosaurvalley.com](mailto:gpeters@dinosaurvalley.com)  
E-mail: [fchief@dinosaurvalley.com](mailto:fchief@dinosaurvalley.com)



**2018 Board and Committee Quarterly Report**

**Councillor Tom Zariski**

**February 1, 2018 – April 30, 2018**

**Municipal Planning Commission:**

Meetings: February 22, March 8, 29, April 27

Minutes of meetings presented to Council

**Citizen's Advisory Committee to the R.C.M.P.:**

Meetings: February 21, March 21, April 18

Agenda items of note:

- Staffing – Cst. PYSKLYWYC started his first shift on March 9th.  
The vacant Corporal position was checked for lateral interest and there was none, it will now be going Provincial and that will take a couple months for it to be filled.
- Annual Performance Plan  
Make sure that everyone completes a policing survey; there are hard copies as well as an option to fill it out online. The surveys will tell us what the public thinks the focus should be on for the next year, all opinions are taken into consideration.
- Junior Achievement was held 'The future is...'. There were 40 different tables set up with representation from the businesses that are in the valley. Approximately 400 high school youth were in attendance, they were allowed to pick 6 things that they are interested in. They had the opportunity to chat with the mentors from each business so they could learn more about what there is in Drumheller. There was a lot of positive feedback, theme – 'the future is...
- Cst. FORAN set up a counterfeit presentation with the Chamber of Commerce, 35 – 40 businesses represented. The counterfeit section from the Bank of Canada came out and did the presentation. Included what to watch for as a business owner and how to handle it. Statistics have really dropped since Canada has gone to polymer over paper.
- S/Sgt. CHARLES did a presentation on April 10th at the Pioneer Trail Center for the seniors on fraud.
- Traffic Safety – Fog Tom – It needs to be publicized that people need to ensure that they have their headlights and tail lights turned on when they're driving in fog conditions.
- Round Table - Can you provide an explanation on the cost that the RCMP is charging the municipalities now an increase of 1% for training, equipment, radio system.  
Kevin – Increased training, equipment and the new updated radio system.
- Wayne meeting Thursday night that both Greg Peters and I will be attended to ensure everything is in order in regards to having RCMP and Bylaw presence at the Frisbee Golf event on the August long weekend. Greg will be going over all conditions with them.
- Victims' Services – There are new advocates going through for clearance in Hanna and in Oyen. The upcoming conference on April 5-7, has 19 people attending which costs approximately

## **Agenda Item # 13.1**

\$8000, fundraising money is being used to fund it. There will be 3 RCMP liaison members attending as well.

### **Taxi Commission:**

Meeting: March 1

- Discussion regarding “Uber”. Greg will research and develop a draft Bylaw to look at.

### **Drumheller and District Senior’s Foundation:**

Board of Director’s Meetings: February 22, March 29, April 26

Budget Committee Meeting with auditor: March 16 – Audit was clear, no issues

Policy Meeting: February 16

Union Negotiations: February 28, March 7, 22 – Negotiations successful, contract signed for 3 years

The Board of Directors made a trip to Sundre on April 25 to view the new seniors’ complex. We met with the Mayor of Sundre, the Executive Director of the Sundre Foundation and the President of the Foundation. The new “campus of care” facility encompasses all types of seniors accommodation from independent “Life Lease” condominiums to 24/7 level 4 and 4D care. We are continuing discussions with the ED who put the plans together and have retained him to look at the Drumheller and area situation.

### **Citizen’s on Patrol:**

Meetings: February 22, March 22, April 26

- Training for COP members was held March 14
- The Town has budgeted \$8000 to convert the “Old Cells” into a D.C.O.P.A. meeting office.
- COP joined with CAC and Victims’ Services to hand out information at the Spring Expo

### **Assessment Review Board:**

No Assessment Reviews to date

Attended the four day Assessment Review Board training in Red Deer. Certified as ARB member.

### **Community Meetings:**

East Coulee Community Association: February 25, March 25, April 22

Newcastle Community Association: February 27, March 13, April 18

### **Other Events, Meetings:**

- Economic Task Force, Education Committee meetings: February 13, March 6 – developed an analysis of the education opportunities and needs of the Drumheller area.
- Attended 2 Webinars – Participation of Public in Council Decision Making and Parks and Trails Systems

## ***Agenda Item # 13.1***

- Two minutes on the Town presentations, February 22, April 12
- Went to jail for the Legion fundraiser, March 1
- Met with Drumheller Literacy group, March 21
- Town Council Disaster Training, April 6
- Attended the Town's Volunteer Appreciation evening, April 17
- Police Committee meeting, April 19
- Toured the Old Cells with COP, April 30

### Monthly Meeting Reports – Feb 1 to April 30/18

- 1) Municipal Planning Commission
  - Attended 4 meetings for the period
  - Reviewed and approved 13 of 13 Development permits submitted
  - Reviewed new Vendor bylaw and have approved 7 applications to date
  - Application for development permit from Oxford House received, discussed and subsequently removed from the agenda as it is not a group home as defined under municipal bylaw. No permits are required
  
- 2) Valley Bus Society
  - Attended 3 meetings for the period
  - Preliminary budget prepared by Bill Wulff for 2018 reflecting a \$10k shortfall due to increased costs for fuel, insurance, carbon tax and minimum wage. Forced to increase ridership fares and advertising costs in order to offset. This was the 1<sup>st</sup> increase in 5+ years. Looking at fundraisers and grants to generate further revenue. 2018 Budget approved with increases reflected.
  - Recent survey completed by 45 respondents. Top 3 uses were to go to the clinic, hospital and shopping/groceries. More than half of the ridership wanted to see evening availability and 91% wanted weekend service. The weekend tracking of ridership has risen to 56 in April from 46 in January. Trial period has been extended to Sept. 30 for further review.
  - Casino date set for Sept. 12 & 13/2018
  - AGM held May 3 and Y/E financial statement reflecting net profit of \$13,140 (2016 was \$785.) was adopted.
  
- 3) Community Futures
  - Attended 3 meetings for the period.
  - Election of officers held with Twyla Palmquist replacing Chris Curtis as Chair and Brock Harrington re-appointed as Chamber representative
  - New loan applications are off to a good start for the year

...

## ***Agenda Item # 13.1***

- 4) Community Standards Appeal Committee
  - Has not met yet.
  
- 5) Assessment Review Board
  - Has not met yet. My registration for the Assessment Review course in Red Deer has been withdrawn due to an MGA change (only 1 councillor required to be certified) and costs associated with obtaining the certification
  
- 6) Aqua 7 Steering Committee
  - Has not met yet.

**2<sup>nd</sup> QUARTERLY REPORTING REQUIREMENTS**  
**APPOINTEE – MAYOR HEATHER COLBERG**

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QUARTERLY REPORTS DUE	Airport Commission	Drumheller & District Chamber of Commerce	Economic Development Advisory Committee	Canadian Badlands	Revitalization Corporation	Disaster Service Committee
<p><b>February 1 to April 30, 2018</b></p> <p><b>DUE: May 14, 2018</b></p>	<p><b>Meeting date: March 12</b>                      -Had our first meeting and it went well. Everyone went away with things to review</p> <p>-Next meeting in May and we will keep advancing towards greater communication for the future of the airport</p>	<p><b>Meeting dates: February 13, March 26 and April 10</b></p> <p><i>Annual General Meeting was held March 22; 4 new Board members elected – Roger Stevenson of The Co-operators, Joanne Hodgson of Fountain Tire, Joanne Contenti of Scotiabank and Barry Fullerton; Chamber Executive for 2018-19 are Brock Harrington – President, Jeff Hall – Vice President and Nathan Fleming – Secretary/Treasurer</i></p> <p>- <b>March 19</b> we hosted an Employment Standards Information Session for the business community; representatives from Alberta Labour were present to explain changes to Employment Standards as of January 1, 2018; these sessions were initiated by our counterparts at the Alberta Chambers of Commerce</p> <p>- <i>Spring Expo was held April 20-22 at the Greentree Mall with 1320 people in attendance; we had 47 exhibitors participating in 67 booths sold plus a new Taste of Drumheller area; plans are underway for the 5<sup>th</sup> annual Spring Expo Staff have been involved in conducting business surveys in conjunction with the Tourism Industry Business Retention and Expansion Program Plans are currently underway for the Celebration of Excellence in partnership with the Rotary Club and Town; we are also preparing for the Canada Day Parade, which will be at 12:00pm on Sunday, July 1<sup>st</sup>.</i></p>	<p><b>Meeting dates: February 14, March 13 and April 11</b></p> <p>-Store front grants to be presented in May                      -Downtown Plaza to be going for July                      -Downtown merchants working towards opening Thursday, Friday, Saturday                      -Looking forward to working on some of the Economic Taskforce Projects</p>	<p><b>Meeting dates: April 18, April 23 and April 26</b></p> <p>- We have applied for a TGIF grant for a community downtown development tour with Roger Brooks in September.</p> <p>- The CBT conference has had rave reviews with 175 registrants. It is in Lethbridge in 2019. There are a number of possible events, just waiting for some Board decisions.</p> <p>- Watch for details on the Badlands day at the Passion Play, July 8-9 week end.</p> <p>-We are moving in the direction of setting up a destination marketing fund to assist with our sustainability plan.</p> <p>- Marketing is a large part of what we do as a regional destination marketing organization.</p>	<p>The last meeting for this program was March 2015. Once we have an idea of the results from the Economic Task Force, we will revisit this program</p>	<p><b>Meeting date: April 6</b></p> <p>-Had our first training session and it came in handy with the Wayne and area flood                      -After the debriefing more information will be put together for future preparations</p>

## QUARTERLY REPORT – SECOND QUARTER (FEB 01-APR 30) KRISTYNE DE MOTT

### **SUBDIVISION & DEVELOPMENT APPEAL BOARD:**

- Still waiting on Provincial training for this board.
- Attended a meeting on Tuesday May 08<sup>th</sup> – the findings of this meeting have not been issued at this time.

### **TAXI COMMISSION:**

- One meeting with Tom, Greg and myself to discuss the parameters of Uber within our community. It has been brought to our attention that Uber drivers do exist within Drumheller, whether they are bringing visitors in or just passing through. We feel that it would be within the best interest of our community to look at bylaws and regulations and make sure everything proper is in place so that Uber and Uber Eats Services can exist in Drumheller safely.

### **CANADIAN BADLANDS:**

- Attended one meeting in Brooks in the place of Mayor Colberg on Tuesday April 24<sup>th</sup>.
- Letters of Support were issued to the following communities looking to seek grants from our province. This aligns with Canadian Badlands missions and goals to assist, collaborate and engage communities as they focus on regional tourism in the Canadian Badlands region of Alberta.
  - Wayfinding/Rebranding System for the Village of Irricana
  - Grant for 'On the Spot' Historical Walking Tour in the Town of Trochu
  - Diversifying Agriculture Initiative under the Tourism Growth Innovation Fund
- A thank you letter came from the Women's Shelter for CB donation of \$157 raised at the conference held on March 15-18<sup>th</sup> in Medicine Hat.
- The Future is Tourism conference & 2018 AGM was a great success. One of the guest speakers, Roger Brooks, was such a success that The Canadian Badlands is looking at bringing him back for a tour around our region where he will be speaking at a few different communities. More information regarding this will be available soon.

### **PALLISER REGIONAL & MUNICIPAL SERVICES:**

- FEBRUARY 07<sup>TH</sup> 2018 – Palliser Board Meeting: I had included these meeting minutes within my last quarterly report.
- APRIL 03<sup>RD</sup> 2018 – Palliser Board Meeting: Submission of applications to date is slightly under average of the previous 5 years. 58% of the applications, thus far, consist of Special Areas and Provost Area.
- Regarding the Infrastructure Mapping upgrades the first (expensive) option of incorporating full tangible capital asset management into the webmap will need to be done via grant programs. PRMS is currently looking unto possible grant applications with Trochu and the MD of Acadia. The second upgrade allowing municipalities to directly create and edit their own infrastructure on the webmap was thought to cost about \$12,000. March 01 a letter was circulated seeing if there would be interest in such upgrades and 12 municipalities have responded saying YES!

## Agenda Item # 13.1

- *The board then proceeded to discuss funding options for this enhancement and motioned to provide the funding for this upgrade.*
- Motion: The PRMS Board of Directors terminates the Chief Executive Officer's Employment Agreement with Palliser Regional Municipal Services Co. Ltd. Dated October 13, 2015, and dismisses Cynthia Cvik as the CEO and Director of Planning effective immediately.
- Cynthia Cvik was invited back into the meeting, informed of the motion made by the directors and escorted from the building at 1:35pm.
- On April 04<sup>th</sup> an memo was issued on behalf of the board announcing that Cynthia Cvik was no longer with PRMS and that Justin Hill is the Acting Director.
- APRIL 16<sup>TH</sup> 2018 – attended the interviewing meetings in Hanna for the position of Planning Assistant. As a board and organization we collectively and enthusiastically moved to offer the job position to Devin Diano who accepted and signed the offer on April 18<sup>th</sup>.
- Devin graduated from the University of Lethbridge in 2016 with a Bachelor of Arts degree majoring in Urban and Regional Studies. We can contact him at [ddiano@palliserservices.ca](mailto:ddiano@palliserservices.ca) as he will be assisting the municipalities in the preparation of Intermunicipal and Municipal development plans, processing rezoning applications and offering planning advice. Welcome Devin!

### **DRUMHELLER PUBLIC LIBRARY BOARD & LIBRARY SOCIETY BOARD:**

- FEBRUARY 13<sup>th</sup> 2018 LIBRARY BOARD MEETING:
- MARIGOLD REPORT: Margaret reports the conference meeting was held. She distributed copies of 'Achievements of the Library System'. Current priorities include the land purchase for the new Marigold building which is involving rezoning in Strathmore. They are eligible for the community grant.
- "Freedom to Read" will be issued by Marigold to the Mayor.
- The audit will take place in March in conjunction with the town.
- The Marigold levy was set at \$6.06 / person using the 2016 census (7982 ppl.)
- MARCH 5<sup>TH</sup> 2018 LIBRARY SOCIETY MEETING:
- Update was given on the plastic covers for the audio books and the Ipad case being installed, software updated and now marketing its use by our patrons.
- The Reel Alternative Movies have not been as well attended as of late but we are still making money. Next movie is The Florida Project - March 26.
- Reel Alternative committee was thanked for their time with \$10.00 gift cards.
- Funding Request from Drumheller Community Learning Society. The society is looking into providing support for the Tutoring Program that lost their major funder Cenovas. It was suggested that Louise Henrickson attend the next meeting to respond to questions.

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## ***Agenda Item # 13.1***

- 500 Colouring Books are to be purchased for distribution by the library under the theme of "Keeping our Environment Clean"
- The society donate \$2000.00 from casino funds to Marigold for the Digital Collection.
- Purchase from casino funds a subscription to Criteria, approximate value \$400.00.
  
- MARCH 13<sup>th</sup> 2018 LIBRARY BOARD MEETING:
- Policy Committee – REVIEWING AND AMENDING POLICIES  
C2, C3, C4, C6, C7, C8, C9, C10 (Not C5). C.2
- Plan of service and free library cards – looking at extending the free library cards via support from the Library Society