

Town of Drumheller
COMMITTEE OF THE WHOLE MEETING
AGENDA

Monday, January 14, 2019 at 4:30 PM
Council Chamber, Town Hall
703-2nd Ave. West, Drumheller, Alberta



Page

1. **CALL TO ORDER**
2. **REVIEW OF STRATEGIC PLAN WORK PRIORITIES**
3. **DELEGATIONS**
4. **REPORTS FROM ADMINISTRATION**
 - 4.1 **CAO'S REPORT**
 - 3 - 4 4.1a Quarterly Report to December 31, 2018
[CAO and Infrastructure Services' Quarterly Report to December 31, 2018](#)
 - 4.2 **DEPUTY CAO/DIRECTOR OF CORPORATE SERVICES' REPORT**
 - 5 - 8 4.2a Quarterly Report to December 31, 2018
[Corporate Services' Quarterly Report to December 31, 2018](#)
 - 4.2b Budget Reduction Options:
 - Arts, Culture and Recreation Manager
 - Public Works Operations Manager
 - 9 - 10 4.2c RFD(Direction)-Elected Officials Remuneration Task Force Recommendations
[RFD\(Direction\) - Elected Official Remuneration Task Force Recommendations](#)
 - 4.3 **DIRECTOR OF INFRASTRUCTURE SERVICES' REPORT**
 - 4.4 **DIRECTOR OF EMERGENCY / PROTECTIVE SERVICES' REPORT**
 - 11 4.4a Quarterly Report to December 31, 2018
[Protective Services Quarterly Report to December 31, 2018](#)
 - 4.5 **EDO / COMMUNICATION OFFICER**
 - 4.6 **ARTS, CULTURE & RECREATION MANAGER**
 - 12 - 21 4.6a Quarterly Report to December 31, 2018
[Arts, Rec & Culture Quarterly Report to December 31, 2018](#)
 - 4.7 **FAMILY & COMMUNITY SUPPORT SERVICES**
 - 22 - 26 4.7a Quarterly Report to December 31, 2018
[FCSS Supports Services' Quarterly Report to 2018](#)
5. **ANNUAL BUDGET REVIEW**
6. **COUNCIL MEMBERS ROUND TABLE DISCUSSION**
 - 27 - 28 6.1 Mayor Colberg's Quarterly Report
[Mayor Colberg's Quarterly Report to December 31, 2018](#)
 - 29 - 30 6.2 Councillor DeMott Quarterly Report
[Councillor DeMott's Quarterly Report to December 31, 2018](#)

- 31 6.3 Councillor Hansen-Zacharuk Quarterly Report
[Councillor Hansen-Zacharuk's Quarterly Report to December 31, 2018](#)
- 6.4 Councillor Garbutt Quarterly Report
- 32 6.5 Councillor Lacher's Quarterly Report
[Councillor Lacher's Quarterly Report to December 31, 2018](#)
- 33 - 34 6.6 Councillor Makowecki's Quarterly Report
[Councillor Makowecki's Quarterly Report to December 31, 2018](#)
- 35 - 36 6.7 Councillor Zariski's Quarterly Report
[Councillor Zariski's Quarterly Report to December 31, 2018](#)

7. IN-CAMERA MATTERS



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



QUARTERLY REPORT FOR CAO AND INFRASTRUCTURE SERVICES

Name:	Darryl Drohomerski	Month:	October to December, 2018
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ECONOMIC RECOMMENDATIONS - October

Presentation to Council on October 15th from the Economic Task Force. Three actions of focus will be: Town logo refresh; color scheme for the downtown core (improvements to buildings similar to the Mainstreet Program); and blade signage program.

FLOOD MITIGATION (TOWN ROLE) – Dyke Improvements - Dec

Drumheller was approved to move forward on the final phase of the Disaster Mitigation and Adaptation Fund Grant. Several meetings held as well as letter writing from the Mayor to Federal / Provincial Ministers / Indigenous Leaders asking for their support. The final grant was submitted on December 28th, 2018.

2018/2019 STRATEGIC BUSINESS PLAN

Priorities Session held with Gord McIntosh on October 4th and the Plan was approved by Council on November 13th. New format establishes that work priority updates will be provided to Council on the date assigned and if uncompleted, a new date will be assigned.

TOBOGGAN HILL - SEPT

It was confirmed that land at the former ski hill will not be available for the Toboggan Hill. Other options are being researched.

Offsite Levy

On October 22nd, CAO provided an overview of the current Offsite Levy Bylaw and the new requirements under the new Municipal Government Act. Off-site levies can be collected on an expanded scope of facilities and infrastructure including community recreation facilities, fire halls, police stations, libraries and transportation infrastructure to connect to provincial highways. CAO recommended that the Town move forward with a new bylaw so that the Town is in compliance with the new MGA however not imposing new rates at this time. Existing rates are set at \$0.50 per sq ft on total gross floor area based on exterior of building (for all floor levels) or land \$2000 per acre.

Tourism Corridor Bylaw

Bylaw has been drafted with a review by the Working Group and Administration. Draft bylaw has been reviewed by the Town’s Solicitor. Recent bus tour held to tweak the draft bylaw to ensure correct verbiage for compliance under the bylaw. Council reviewed the draft Community Standards Bylaw on December 3rd and recommended some edits. Both bylaws will be presented to Council early February.

Fill Vacancies

Waterhouse hired as the Town’s professional recruitment agency for screening candidates for the positions of Infrastructure Services Director and Manager of Economic Development. Interviews

Office of the Chief Administrative Officer

Telephone: (403) 823-1339

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commenced in December and will be completed by the end of January. The position of the Development Officer has been filled with a start date of January 21st.

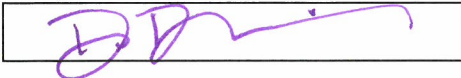
INFRASTRUCTURE SERVICES

- The 2018 Utility Upgrade (Cast Iron Replacement and RAS Line Installation) project was awarded to Urban Dirtworks Inc. in the amount of \$275,604; these works were completed in late fall.
- Roadwork was completed in early December with the addition of signalized pedestrian crossings at Railway Avenue and 2nd St. W and at Bridge Street and Grove Place.

Outstanding Issues for the Next Quarter:

Hiring of Infrastructure Services Director and EDO
Collective Bargaining

CAO:





DRUMHELLER

C O R P O R A T E S E R V I C E S



2018 Year End Report

Following is a brief glimpse of the routine and annual efforts contributed by the Corporate Services team;

Operational Activities (Routine/Annual)

Taxes

- ✓ 4,222 property taxes notices totalling \$11,969,244 issued, of which \$8,698,055 was requisitioned by the Town to fund the 2018 operating budget, \$2,731,982 was requisitioned by the Alberta School Foundation Fund and \$539,207 was requisitioned by Drumheller and District Seniors Foundation. On December 31st, \$533,295 in current taxes remained outstanding, representing a collection rate of 96% (95% - 2017)

- ✓ Tax arrears public auction date has been set for January 25, 2019. There are currently 5 properties listed. All regulatory notification requirements have been properly met enabling the sale to proceed as scheduled

Utilities

- ✓ 40,260 utility invoices were issued in 2018
- ✓ Water revenue totaled \$3,506,840
- ✓ Wastewater revenue totaled \$2,076,218

Licensing

- ✓ 545 business licenses issued
- ✓ 418 pet licenses issued

Accounts Payable

- ✓ 2,976 vendor payments issued

HR/Payroll

- ✓ Average number of employees – 125
- ✓ Staff Retirements - 8
- ✓ Step/Canada Summer Job student grants awarded – 8

IT Services

- ✓ Transitioned organization to new IT managed service provider
- ✓ Relocated public works (server, staff, phones to new shop location)
- ✓ Relocated Valley Bus to new shop location

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Budget(s)

- ✓ 2019 Draft Tax Supported Operating Budget – *In progress*
 - *working towards reaching 5% reduction request*
- ✓ 2019 Draft Utilities Supported Operating Budget – *Nearing completion*
 - *presentation scheduled for January 21*
- ✓ 2019 Draft Capital – *In progress*

Operational Activities (Non Routine)

- ✓ CRA payroll audit – *Complete – awaiting final audit memo, anticipating no findings*
 - *It cannot be left unsaid that Elin Gwinner, Finance Manager, did an exceptional job working with the CRA auditor over the past several months to ensure all information requested was submitted complete, accurate and timely and all questions were satisfactorily answered. Most often the effort required to collect the information placed high demands on finite resources*
- ✓ Employee Service Awards – *Complete*
- ✓ Tax Arrears Property Forfeiture (CRA release) – *In progress*
- ✓ Establish & fit permanent Emergency Operation Centre – *In progress*
 - *construction – nearing completion*
 - *generator – on site, awaiting electrical work – In progress*
 - *equipment/desk set up – Pending*

Significant Operational Savings

- ✓ *Renegotiated Telus monthly line charges reducing rate from on average, \$70/mnth to \$30/month, a savings of approximately \$1,640/month or \$19,680 annually*
- ✓ *Facilitated small capital improvement (\$5k) for installation of Point to Point IT equipment between Water/WW treatment plant/Landfill and Town Hall prior to internet service contract renewal,, eliminating monthly internet expenditure of \$1,475 or \$11,800 annually. (Cost was shared 1/3 by Solid Waste), and generating new revenue stream of \$2,400 annually in fee for service for the provision of internet services from Solid Waste.*

Bylaws

- ✓ Bylaw No. 21-18 Utility Rates was presented for consideration and given third and final reading December 17th

Fees

- ✓ 2019 Fee schedule was presented for consideration and adopted December 17th

Grants

- ✓ Successful Disaster Relief Program application submission for the Town of Drumheller and those residents and businesses affected
 - Town claim filed in December

Professional Development/Training

- ✓ 4 staff participated in registration/inquiry and emergency reception centre services training

Organizational Strategic Priorities

Flood Mitigation – On going

- ✓ Participated in on-going flood mitigation meetings, planning session(s) in preparation for Disaster Mitigation and Adaptation Fund (DMAF) grant application submission, community readiness and “*Changing the Channel*”

Employee Recruitment – In progress

- ✓ Issued/awarded RFP for Recruitment Services for the engagement of Director, Infrastructure Services and Manager, Economic Development
 - Candidate selection and engagement – *In progress*
- ✓ Engagement of Development Officer - *Complete*
- ✓ Municipal Accountant – *In progress*

Collective Agreement – In progress

- *Negotiator engaged - Complete*
- *Determining and preparing opening position – In progress*

Elected Officials Remuneration Task Force – In progress

- ✓ Task Force Draft Report – presented December 17 – *Complete*
- ✓ Request for Direction – *In progress*
- ✓ Policy amendments – *Pending*

Upcoming Strategic & Operational Priorities/Projects

- Employee Innovation Program
 - Infrastructure Master Plan TCA Component
 - HR Policy updates
-

Financial Results as of December 31 – DRAFT

With only 7 working days into the new month/year at time of report, reasonably reflective draft operating results are not yet available however, draft year-end results will be presented prior to upcoming budget discussions.

Target = 100% of budget. Overall, individual functions are trending on or below target.

Global expenses


- Utilities- Gas	86%	(December exp not yet recorded)
- Utilities- Power	88%	(December exp not yet recorded)
- Salaries & benefits	95.25%	(Year-end accrual entries not yet finalized)
- Telephone	77%	(December exp not yet recorded)
- Fuel, Oil, Grease	95%	(December exp not yet recorded)
- Insurance	92%	
- Amortization	117%	(not yet finalized)

YTD Amortization expense has been recorded at 100% of 2017 actual vs. budgeted values.

Prepared by:

Approved

Barbara Miller, CPA, CGA, CLGM
Deputy CAO/Director, Corporate Services



Darryl, Drohomerski, CET
CAO



**Town of Drumheller
REQUEST FOR DIRECTION**

TITLE:	Elected Officials Remuneration Task Force Recommendations
DATE:	December 17 th , 2018
PRESENTED BY:	Barbara Miller – Deputy CAO/Director, Corporate Services
ATTACHMENT:	Task Force Recommendations (as presented Dec 17/18)

SUMMARY

Administration is seeking direction regarding the updating of Policy No. C-04-14 (as amended) known as Remuneration and Expense Allowance for Mayor and Council, following Councils consideration of the recommendations presented by the Elected Officials Remuneration Task Force on December 17, 2018.

BACKGROUND

Policy No. C-04-14 Remuneration and Expense Allowance for Mayor and council, provides both the guidance and authority for administration to process elected officials remuneration.

Article 2 of the policy, Remuneration Review requires Council to appoint an independent committee to review the policy and provide recommendations with the review being required within one year of the general election.

In the fall of 2018, council appointed 5 members at large to serve on the (2017 General Municipal Election) Elected Officials Remuneration Task Force. Since that time, the task force worked to gather and evaluate relevant information and make recommendations for change.

On December 17th, committee members presented these recommendations to council for consideration.

The final step in the process would be for administration to update the policy based on the recommendations received and/or any other changes council feels appropriate, and bring back an amended policy for adoption.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

BENEFITS

Review and updating of policy C-04-14 (as amended) ensures that elected officials of the Town of Drumheller are adequately compensated for the level of responsibility that is held and the time commitment required in order to perform the duties of council as mandated under the Municipal Government Act.

Having a fair remuneration package will encourage a range of interested and well qualified candidates willing to seek nomination rather than discouraging potential candidates because the personal cost in potential lost wages and time is considered to be too high.

DISADVANTAGES

Despite being based on recommendations of an independent committee made after much consideration was given to all relevant information; changes made to any policy related to elected

Request for Decision
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official remuneration is always politically charged and as is often the case with meaningful change, decisions come with criticism.

ALTERNATIVES:

Council can opt to accept or amend all, some or none of the recommendations made.

FINANCIAL IMPACT:

Any change in policy that will result in a financial impact on the organization will be factored into the 2019-2021 budget proposals.

The pending change in federal legislation regarding the elimination of the Municipal Officials tax allowance will have a substantial negative financial impact to net remuneration of elected officials as of January 1, 2019.

STRATEGIC POLICY ALIGNMENT:

Good governance

Barbara Miller

Prepared By:
Barbara Miller, CPA, CGA, CLGM
Deputy CAO/Director, Corporate Services

Reviewed By:



Approved By:
Darryl Drohomerski, CET
Chief Administrative Officer



PROTECTIVE SERVICES REPORT ON CORPORATE / OPERATIONAL PRIORITIES October 1, 2018 – December 31, 2018

TOURISM CORRIDOR BYLAW

Work continues on the Tourism Corridor Bylaw and a draft bylaw will move forward to Council for their consideration along with a public consultation, any changes will then be made before going to Council for approval in January.

COMMUNITY STANDARDS BYLAW

Work continues on the Community Standards Bylaw after Council suggested some revisions of the draft bylaw. This will move forward to Council for their consideration along with a public consultation, any changes will then be made before going to Council for approval in February.

AEMA TRAINING

AEMA delivered a robust ICS training schedule of the ICS 100 & ICS 200 in November 2018 to staff. Both courses covered extensive knowledge to our staff based on the new legislation to follow ICS. More courses are being offered in January 2019 to include staff not previously trained.

FENCED DOG PARK

Newcastle Recreation Area has been identified as the location of the dog park. Work will commence in the Spring of 2019. The director assisted by staff are working on designs and fencing requirements

PAY PARKING INITIATIVE

A report was completed in the fall of 2018 and presented to council January 7th. In consideration of the recommendations and ideas of council a supplementary report that researches other possibilities will be presented to council in February 2019.

MUNICIPAL EMERGENCY PLAN

Work continues being done to review and rewrite the plan, seeking to incorporate principles of ICS in addition to new considerations given to flood mitigation improvements. It is a large undertaking and the director has the assistance of staff in completing the various components of the new plan.

Greg Peters
Director of Protective Services

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RECREATION, ARTS, CULTURE REPORT ON CORPORATE / OPERATIONAL PRIORITIES and UPDATES 4th QUARTER 2018

PRIORITIES

Parks and Recreation Master Plan for 2019

- Preparation of terms of reference is required.

Toboggan Hill

- A proposed site has been visited. Follow up conversations and agreement with adjacent land owner did not receive a positive response. Another site has not been determined.

UPDATE INFORMATION

Aquaplex

Total Attendance:	3916 people
Scheduled Swims	2696
Drop-in	771
Members	1502
Aquafit	508
Other (tickets, preschool, etc)	423
Lessons & courses	295
Other user groups	925
(School lessons, Edutours, Canadian Badlands Aquatic Club, private rentals)	

- Due to a leak in one of the main pool drains the pool was closed from October 30 and reopened on December 10; closed a total of 42 days. This of course effected every element of revenue; membership sales, drop-in admissions, aquatic programs, lessons, swim club and other bookings,
- Memberships have all been updated to accommodate for the lengthy closure. 42 days for Aquaplex Memberships and 14 days for Multi-Facility Memberships.
- During the closure, the Canadian Badlands Aquatic Club swam at Three Hills as often as they could. We are thankful for the accommodation of our Club.
- Staff participated in the ICS Training offered by the Town.
- Staff and patrons are looking forward to a more positive 2019 then we had at the Aquaplex in 2018.

Badlands Community Facility

Number of permits occurred at the BCF: 171

Summary of Events in this quarter:

(36) Administrative/Internal	(0) Anniversary	(7) Banquet	(9) Birthday parties
(3) Concert/Performances	(4) Conferences	(3) Fundraiser	(4) Maintenance
(41) Meetings	(2) Memorials	(12) Non-for-Profit	(1) School groups
(8) Sport/Competition	(4) Tradeshow	(7) Training	(0) Wedding

AGENDA ITEM #4.6a

- BCF wrapped up the last of the 2018 registered programs this quarter including 3 new ones; 55+ CORE, Youth CORE and Youth Yoga. "Fit into It" also wrapped up and will be modified for 2019.
- Content was submitted for the new Winter/Spring Community Activity Guide which will be available in January offering a variety of community programs for all ages.
- Hosted Community Futures Symposium in October.
- Fundraisers and Christmas events took over the banquet halls in November and December.
- Hosted the Brett Kissel concert in December. They were happy with the 615 tickets sold. Sound quality was reportedly much better than past concerts.
- Quarter 4 was busy and our usage statistics saw an increase in many categories particularly youth and seniors.
- Trail of Trees was successful once again benefiting the local youth through the Canadian Tire Jumpstart Program. \$1400.00 dollars was raised and the local Canadian Tire is going to match that so total \$2800.00!
- Preparations are well underway for the Women's Health and Fitness Retreat (February 2) and the Drumheller Wedding Show (March 3).
- Continue to partner with Early Childhood Coalition, Parent Link, Family Fun Coalition and Alberta Health Services with a variety of programs and events.
- 10 people have taken advantage of the Recreation Fee Assistance Program this quarter; 3 at the Aquaplex and 7 at the BCF.
- Staff participated in the ICS Training offered by the Town.
- Social Media Statistics (Likes and followers) continue to increase each quarter.

Heritage, Arts and Culture

- Working on mapped local Heritage Walking Tour. Starting simple but would like to see it grow.
- Will be working on vision and goal setting for 2019.
- Alberta Culture Days in September has been given up by the previous committee members. Heritage, Arts and Culture Committee is looking to plan and organize for 2019 but require some funding to do so.

Darren Goldthorpe
Manager of Recreation, Arts and Culture



Darryl Drohomerski
CAO

**2018 PROGRAM STATISTICS
BCF PROGRAMS
Q4 - 2018 - October - December**

Program Name	Program Type	# of Participants	Dates	Status
It's All Yoga	Registered	11	Sept. 17 - Oct 29	COMPLETED
It's All Yoga	Registered	10	Nov 19 - Dec 17	COMPLETED
Parent & Tot Yoga	Registered	0	Sept. 21 - Oct. 26	Cancelled
Parent & Tot Yoga	Registered	0	Nov 9 - Dec 14	Cancelled
Youth Yoga	Registered	10	Nov 9 - Dec 14	COMPLETED
Kids Night Out	Registered	1	October 19, 2018	Cancelled
Kids Night Out	Registered	0	November 16, 2018	Cancelled
Kids Can Cook Too (6-8 yrs)	Registered	0	Nov 7 - Dec 12	Cancelled
Kids Can Cook Too (9-12 yrs)	Registered	2	Nov 7 - Dec 12	Cancelled
Cooking with Teens (13 - 17 yrs)	Registered	1	Nov 8 - Dec 13	Cancelled
Keeping Up: Sweat the Summer	Registered	12	Sept. 20 - Oct. 25	COMPLETED
Keeping Up: Kickstart Your Resolution	Registered	7	Nov 15 - Dec 20	COMPLETED
55+ C.O.R.E.Cycling	Registered	13	Sept. 18 - Oct. 23	COMPLETED
55+ C.O.R.E. Cycling	Registered	10	Oct 30 - Dec 4	COMPLETED
Youth Indoor C.O.R.E. Cycling	Registered	12	Oct 2 - Nov 6	COMPLETED
POUND	Registered	1	Sept. 19 - Oct. 24	Cancelled
POUND	Registered	11	Nov 7 - Dec 12	COMPLETED
Family Pickleball	Registered	1	Nov 8 - Dec 13	Cancelled
Sign & Wine	Registered	6	October 26, 2018	Cancelled
Sign & Wine	Registered	9	November 23, 2018	COMPLETED
Camp BCF Winter Camp (3 day)	Registered	2	Dec 24 - 28	Cancelled
Vinyassa Yoga (Mon)	Drop In Fitness	Average of 11	Oct - Dec	On Going
Vinyassa Yoga (Wed)	Drop In Fitness	Average of 10	Oct - Dec	On Going
Keeping Up with Fitness (Tues)	Drop In Fitness	Average of 11	Oct - Dec	On Going
Keeping Up with Fitness (Thur)	Drop In Fitness	Average of 10	Oct - Dec	On Going
C.O.R.E. Cycling (Mon)	Drop In Fitness	Average of 9	Oct - Dec	On Going
C.O.R.E. Cycling (Thurs))	Drop In Fitness	Average of 8	Oct - Dec	On Going
		See attached		
Fitness on Demand	Drop In Fitness	Report		On Going
Shuffleboard	Drop in Fitness	30	October	On Going
Shuffleboard	Drop in Fitness	11	November	On Going
Shuffleboard	Drop in Fitness	0	December	On Going
Basketball	Drop In Sports	455	October	On Going
Basketball	Drop In Sports	300	November	On Gping
Basketball	Drop In Sports	368	December	On Going
Volleyball	Drop In Sports	174	October	On Going
Volleyball	Drop In Sports	249	November	On Going
Volleyball	Drop In Sports	104	December	On Going
Floor Hockey	Drop In Sports	46	October	On Going
Floor Hockey	Drop In Sports	65	November	On Going

AGENDA ITEM #4.6a

Floor Hockey	Drop In Sports	26	December	On Going
Pickleball	Drop In Sports	426	October	On Going
Pickleball	Drop In Sports	493	November	On Going
Pickleball	Drop In Sports	384	December	On Going
Badminton	Drop In Sports	47	October	On Going
Badminton	Drop In Sports	67	November	On Going
Badminton	Drop In Sports	103	December	On Going

**STATISTICS
MEMBERSHIP SALES**

Membership total sales (By package) in Q4 (October to December)

	2018	2017	2016	2015	2014	2013	*2012	TOTAL	5 year average
Multi-Facility									
10 Pass - Adult	20	22	16	14	23	28	54	177	19
10 Pass - Family	0	5	4	0	1	0	0	10	2
10 Pass - Senior	12	17	11	10	13	11	12	86	13
10 Pass - Youth	8	7	5	2	9	4	18	53	6
Annual - Multi Adult	15	23	23	19	22	27	28	157	20
Annual - Multi Family	21	65	87	93	126	108	129	629	78
Annual - Multi Senior	8	3	3	7	5	5	7	38	5
Annual - Multi Youth	4	2	1	0	0	0	4	11	1
One Month - Multi Adult	14	3	15	20	13	4	39	108	13
One Month - Multi Family	5	9	4	2	14	1	0	35	7
One Month - Multi Senior	3	0	6	3	4	0	0	16	3
One Month - Multi Youth	2	3	0	1	0	0	0	6	1
Six Month - Multi Adult	6	3	7	3	4	7	6	36	5
Six Month - Multi Family	0	0	7	4	14	6	8	39	5
Six Month - Multi Senior	1	4	5	3	1	1	5	20	3
Six Month - Multi Youth	1	0	1	0	1	0	1	4	1
Three Month - Multi Adult	2	4	10	2	5	2	10	35	5
Three Month - Multi Family	0	4	0	2	0	0	4	10	1
Three Month - Multi Senior	2	2	3	4	3	1	3	18	3
Three Month - Multi Youth	1	0	0	0	0	1	3	5	0
Total:	125	176	208	189	258	206	331	1493	191
Aquaplex									
Annual - AQP Adult	0	0	0	1	3	1	3	8	1
Annual - AQP Family	0	0	0	0	0	0	0	0	0
Annual - AQP Senior	2	1	2	4	2	1	0	12	2
Annual - AQP Youth	0	0	0	1	0	0	0	1	0
One Month - AQP Adult	4	0	9	18	12	6	12	61	9
One Month - AQP Family	1	0	0	0	0	0	12	13	0
One Month - AQP Senior	9	0	9	3	2	2	3	28	5
One Month - AQP Youth	0	0	0	0	0	1	7	8	0
Six Month - AQP Adult	1	0	0	3	2	0	3	9	1
Six Month - AQP Family	0	0	0	0	0	0	10	10	0
Six Month - AQP Senior	1	0	2	3	1	1	1	9	1
Six Month - AQP Youth	0	0	2	0	1	0	0	3	1
Three Month - AQP Adult	3	0	8	5	3	6	6	31	4
Three Month - AQP Family	1	0	0	0	0	0	0	1	0
Three Month - AQP Senior	4	0	1	3	4	1	1	14	2
Three Month - AQP Youth	0	0	0	0	0	0	0	0	0
10 Pass Adult AQP	9	0	8	9	3	3	10	42	6
10 Pass Senior AQP	8	0	18	16	1	0	2	45	9
10 Pass Youth AQP	0	0	1	0	0	0	0	1	0
Grand Total:	43	1	60	66	34	22	70	296	41

AGENDA ITEM #4.6a

BCF	2018	2017	2016	2015	2014	2013	*2012	TOTAL	5 year average
Annual - BCF Adult	6	9	9	10	13	10	15	72	9
Annual - BCF Family	1	1	0	3	2	6	1	14	1
Annual - BCF Senior	13	11	10	10	9	11	18	82	11
Annual - BCF Youth	3	24	1	1	3	1	0	33	6
One Month - BCF Adult	154	141	127	136	119	249	260	1186	135
One Month - BCF Family	2	5	2	1	20	4	10	44	6
One Month - BCF Senior	34	44	30	27	9	18	17	179	29
One Month - BCF Youth	24	12	13	18	22	18	32	139	18
Six Month - BCF Adult	21	31	35	30	2	30	19	168	24
Six Month - BCF Family	4	1	4	1	0	3	0	13	2
Six Month - BCF Senior	10	8	5	10	9	20	5	67	8
Six Month - BCF Youth	3	8	5	53	3	6	1	79	14
Taxi Licence	1	1	3	2	4	1	0	12	2
Three Month - BCF Senior	18	25	21	18	17	11	14	124	20
Three Month - BCF Adult	32	35	29	33	35	42	45	251	33
Three Month - BCF Family	1	2	2	2	2	0	2	11	2
Three Month - BCF Youth	3	4	13	5	4	3	7	39	6
Senior's Toonie Walk	8							8	2
Drumheller Dragons	5							5	1
Volunteer membership	0	0	0	0	0	0	22	22	0
Grand Total:	343	331	360	356	420	424	224	2115	362

Important Note:

2018 no pool useage from October 29 to December 10 due to pool leak repairs.

2017 no pool usage from September 27 to December 29 due to Aquaplex modernization project

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

Senior's Toonie Walk Membership new 2018

STATISTICS
Usage and Membership (Aquaplex and BCF)

Usage (By package) in Q4 (October to December)

Aquaplex Memberships	2018	2017	2016	2015	2014	2013	*2012	5 Year Average
Annual - AQP Adult	100	0	88	88	139	54	87	83
Annual - Multi Adult	144	1	348	368	215	128	287	215
Annual - AQP Family	0	0	5	0	0	6	35	1
Annual - Multi Family	340	4	698	707	774	271	488	505
Annual - AQP Senior	115	0	398	187	134	50	124	167
Annual - Multi Senior	251	0	618	689	417	179	320	395
Annual - AQP Youth	10	0	25	3	0	0	0	8
Annual - Multi Youth	2	0	2	0	1	0	9	1
One Month - AQP Adult	53	0	135	156	81	87	57	85
One Month - Multi Adult	49	0	74	85	73	14	117	56
One Month - AQP Family	0	0	6	6	7	0	46	4
One Month - Multi Family	3	0	5	12	17	0	0	7
One Month - AQP Senior	54	0	93	23	16	18	25	37
One Month - Multi Senior	34	0	28	14	12	8	0	18
One Month - AQP Youth	0	0	0	0	0	9	14	0
One Month - Multi Youth	0	0	0	0	0	0	0	0
Six Month - AQP Adult	32	0	50	79	85	27	55	49
Six Month - Multi Adult	6	0	45	25	44	18	81	24
Six Month - AQP Family	0	0	0	9	37	3	30	9
Six Month - Multi Family	0	0	11	10	13	1	13	7
Six Month - AQP Senior	24	0	149	49	107	35	28	66
Six Month - Multi Senior	1	0	11	60	12	7	11	17
Six Month - AQP Youth	0	0	11	0	0	0	0	2
Six Month - Multi Youth	0	0	0	1	3	0	2	1
Three Month - AQP Adult	54	0	144	113	112	63	56	85
Three Month - Multi Adult	15	1	71	55	28	25	29	34
Three Month - AQP Family	30	0	3	8	0	29	0	8
Three Month - Multi Family	0	0	0	2	0	0	0	0
Three Month - AQP Senior	33	0	51	33	72	28	20	38
Three Month - Multi Senior	26	0	31	33	0	0	1	18
Three Month - AQP Youth	0	0	12	0	1	0	0	3
Three Month - Multi Youth	0	0	0	0	5	0	0	1
10 Pass Adult AQP	44	0	21	75	80	53	66	44
10 Pass - Adult	6	0	3	24	47	21	45	16
10 Pass Senior AQP	73	0	188	0	17	15	5	56
10 Pass - Senior	1	0	6	1	42	8	13	10
10 Pass Youth AQP	0	0	1	112	0	0	0	23
10 Pass - Youth	2	0	0	59	3	4	1	13
10 Pass Family AQP	0	0	0	8	0	0	0	2
10 Pass - Family	0	0	1	5	0	0	0	1
Total	1502	6	3332	3099	2594	1161	2065	2107

AGENDA ITEM #4.6a

BCF Memberships	2018	2017	2016	2015	2014	2013	*2012	5 Year Average
Annual - BCF Adult	585	672	793	570	484	551	479	621
Annual - Multi Adult	1339	1446	1585	1593	1156	961	1070	1424
Annual - BCF Family	430	201	260	243	481	569	578	323
Annual - Multi Family	3279	2818	2677	2604	2091	1975	1771	2694
Annual - BCF Senior	1058	943	1000	887	814	634	507	940
Annual - Multi Senior	505	642	303	375	260	383	289	417
Annual - BCF Youth	129	114	16	88	123	27	42	94
Annual - Multi Youth	52	46	97	0	121	41	37	63
One Month - BCF Adult	1754	672	1322	1,567	1014	2103	2053	1266
One Month - Multi Adult	119	11	158	184	78	30	328	110
One Month - BCF Family	56	174	57	0	0	14	104	57
One Month - Multi Family	72	3	8	10	16	0	1	22
One Month - BCF Senior	644	452	387	349	185	231	211	403
One Month - Multi Senior	68	0	70	47	25	16	0	42
One Month - BCF Youth	260	100	160	184	54	92	130	152
One Month - Multi Youth	23	2	0	4	0	0	0	6
Six Month - BCF Adult	598	874	683	982	900	749	184	807
Six Month - Multi Adult	84	43	122	38	50	92	22	67
Six Month - BCF Family	31	47	1	44	16	109	20	28
Six Month - Multi Family	0	0	40	43	38	21	42	24
Six Month - BCF Senior	440	181	160	157	190	326	66	226
Six Month - Multi Senior	2	19	16	56	23	23	114	23
Six Month - BCF Youth	125	69	88	97	113	63	14	98
Six Month - Multi Youth	0	0	6	0	0	15	2	1
Three Month - BCF Senior	450	481	375	146	154	71	115	321
Three Month - Multi Senior	39	51	43	0	3	0	10	27
Three Month - BCF Adult	836	1017	743	661	554	517	392	762
Three Month - Multi Adult	148	32	46	35	110	41	57	74
Three Month - BCF Family	1	29	44	2	12	68	7	18
Three Month - Multi Family	62	35	2	3	0	1	11	20
Three Month - BCF Youth	190	74	159	147	57	26	23	125
Three Month - Multi Youth	9	1	0	0	1	5	7	2
10 Pass - Adult	112	190	111	115	202	251	359	146
10 Pass - Family	0	7	0	0	0	12	5	1
10 Pass - Senior	133	160	129	109	131	117	53	132
10 Pass - Youth	45	23	26	24	37	47	47	31
Drumheller Dragons****	404							
Toonie Walk 10 Pass****	64							
TOTAL	14,146	11,629	11,687	11,116	9,122	9,749	9,103	#REF!

Admissions BCF (POS)	2018	2017	2016	2015	2014	2013	*2012	5 Year Average
BCF Admission ADULT	608	579	509	462	371	526	445	506
BCF Admission FAMILY	33	28	15	12	21	29	14	22
BCF Admission Senior	34	56	56	41	21	19	35	42
BCF Admission YOUTH	567	494	421	342	328	365	291	430
Golden Mile Walking	188	208	62	54	58	0	0	114
Play Space & Parent Tot Drop In	140	86	88	78	89	130	56	96

AGENDA ITEM #4.6a

School Drop in/DARTS	78	82	172	172	129	148	15	127
Special Events/OTHER	0	0	0	0	0	0	0	0
TGIF	173	67	0	0	0	0	0	48
10 Pack Multi	42	40	47	42	47	20	27	44
Recreation Fee Assistance								0
TOTAL	1,863	1,640	1,370	1,203	1,064	1,237	883	1428

Admissions Aquaplex (POS)	2018	2017	2016	2015	2014	2013	*2012	5 Year Average
Additional Dependant								0
Adult	310	0	488	429	319	116	277	270
DARTS		0	4	12	28	12	132	11
Family	58	0	101	109	49	31	62	58
Senior	108	0	156	55	45	7	12	53
Toonie Adult	49	0	209	248	224	75	88	151
Toonie Youth	59	0	301	334	301	58	72	199
Youth	184	0	319	307	254	92	234	194
Shower	3	0	29	18	21	9	1	15
Additional attendance (preschool, tickets, individuals per family, etc)	423	207	457	512	704			376
Total	1194	207	2064	1512	1241	400	878	1085

Programs Aquaplex	2018	2017	2016	2015	2014	2013	*2012	5 Year Average
Aquafit Admission	^^	^^	^^	^^	22	47	20	30
Aquafit - Membership	508	0	1180	1106	1330			723
Swimming Lessons	295	0	571	571	444			317
Edutours	309	0	793	526	334			331
Canadian Badlands Aquatic Club	259	0	435	374	559			274
School Lessons	425	0	464	507	379			270
Other rentals	32	0	132	81	17			46
Total	1828	0	3575	3165	3085	47	20	1974

Bookings BCF	2018	2017	2016	2015	2014	2013	*2012	
Banquets	7	17	13	15	14	10	10	14
Birthday Parties	9	12	4	8	21	27	16	14
Conferences	4	1	0	1	1	1	2	1
Memorials	2	2	5	1	2	1	0	2
Weddings	0	1	1	0	2	2	3	1
Field House***	40	41	31	24	40	43	38	36
Other rentals**	149	123	122	107	108	121	122	116
Total	211	197	176	156	188	205	191	184

Important Note:

2018 no pool usage from Oct October 29 to December 10 due to pool leak repairs

2017 no pool usage from September 27 to December 29 due to Aquaplex modernization project

Quarterly Report to December 31, 2018 when BCF opened

AGENDA ITEM #4.6a

**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.

**** SKU Created in 2019

FAMILY AND COMMUNITY SUPPORTS SERVICES

Quarterly Report: Oct – Dec 2018 (Q4)

Submitted by April Harrison

FCSS Priorities

1. Affordable, Accessible Counselling

The \$20,000 allocated to establish a Community Counselling Program has been fully utilized. Demand is very high and a waiting list has been established, pending approval of 2019 Operating Budget. FCSS established the "Hirsch So Good Fund" with a donation from the Drumheller Penitentiary. A further donation was received from MH enterprise in December and FCSS is promoting this fund to the community and organizations that may wish to support the Community Counselling Program..

2. Poverty Reduction Strategy

FCSS has connected with a number of municipalities and organizations working on poverty reduction. The new Alberta living Wage Network (ALWN) developed an MOU for interested organizations (attached). The benefits include support to calculate a living wage, standardization of input data and developing a living wage leader program. By way of comparison, the cost of determining the living wage through a Contractor is estimated at \$5,000.00. FCSS proposes that the benefits of joining the network are significant and has included a request to contribute \$2,500.00 in the Operating Budget.

We are awaiting result from the Rural Homelessness Estimation, completed during October 2018 and are thankful for the support offered by a number of local organizations in encouraging participation.

Data highlighting key areas of concern in relation to poverty in Drumheller was presented to Council on December 17. Following this presentation a Poverty Reduction Task force will be established to review the findings and determine an Action Plan.

3. Out of School Youth Programming

The Assistant FCSS Coordinator surveyed existing out of school youth programming and developed a database of community members/organizations that will support a youth centre, either practically or financially. Potential venues have also been reviewed. The CBI Coordinator submitted two grant applications with revenue of \$5000 generated to date. It is estimated that the annual cost of establishing a Youth Hub is approx. \$125,000.00. A Youth Hub Sponsorship Pack is under development and will be published and shared with potential sponsors.

FCSS also established a youth-led Harry Potter Events Committee, which met weekly to plan an event and develop all of the activities and decorations.

4. Welcoming Newcomers

Following the award of \$10,000 from the AVIVA Community Fund FCSS & CBI are developing welcome packs for newcomers, recruiting 'Block Buddies' from each community in the municipality and developing content and materials for a short training session. We are collaborating with Economic Development to establish a Block Party program and will be collaborating to establish a Drumheller Ambassador program for front-line workers.

5. Events Coordinator

A funding request to support this position has been included in the Operating budget.

Other: In addition to regular programming, other highlights from Q4 include:

Emergency Social Services (ESS) - Hosted the Fall CRESS workshop with 49 attendees from across Central Region. The event included presentations from the Red Cross, Salvation Army, Dept. of Agriculture etc and a mock Reception Centre/ CRIB exercise with volunteers assisting as 'evacuees'.

Staff also took ICS training to comply with new regulations. FCSS is supporting revisions to the ESS portion of the ERP and has begun work to enhance ESS capability within the region, by supporting the development of a Regional ESS structure and plan.

Family Fun - The Great Pumpkin Hunt was a huge hit with 133 attendees. We will need more volunteers and possibly two time slots to allow everyone to take part safely in 2019.

Roots of Empathy - FCSS is seeking two or three more instructors to ensure that both Greentree and St Anthony's schools are included in the program.

Festival of Lights – We are pleased to see how the event has grown over the past 3 years and thankful to all supporters. We encourage community members to consider joining the planning committee.

Light up the Night – Low entry numbers give pause as this program involves significant investment of financial, administrative and in-kind resources, which may be better allocated elsewhere.

Seniors Coordinator:

In addition to regular programming highlights from this quarter have included:

A **Seniors Wellness Fair** with topics such as cannabis, grief, mental wellness and the effects of Parkinson's disease and a resource fair promoting many services that are available for seniors within our community. 65 seniors attended.

A six week **Better Choices, Better Health** workshop to residents at Manor One. Attendees reported feeling better able to manage their health, an increase in self esteem and feeling more connected to the other seniors. Several of attendees now come to the BCF for the seniors toonie walk. She also led a free 2-day **'Mental Health First Aid for Seniors** workshop to build skills in recognizing and effectively responding to mental health problems as they arise, with the goal of guiding seniors to appropriate professional help.

The annual **Seniors Christmas Dinner** at DVSS was a great hit again. FCSS assisted financially by promoting the event in the newspaper and sponsoring the transport and food. FCSS also printed posters, included the event to seniors calendar and took registrations.

Of note: There were 531 in person contacts relating to the Volunteer Tax Program in between Jan-Sept 2018. There were 122 contacts with non-resident clients between April-Sept 2018.

CBI Coordinator

The current contract is due to expire 31st March 2019. We were advised some time ago that these contracts would not be renewed.

100+ Kids Who Care Drumheller & Area - This "giving circle" is open to kids/youth aged 5-17. Launching September 11th in partnership with Drum. FM, 21 kids attended the event and a further 7 high school students contributed \$10 each. A total of \$280.00 was raised and the group voted for the donation to go the Bedrock Playschool Society. The next event will take place January 17th, with Starland FCSS as a partner.

FRWs/FSLWs

No reports received to date but FCSS aims to reintroduce regular meetings with FRWs/FLSWs from both school divisions and Child and Family Services to address concerns and opportunities. .

Please 'like the Drumheller Valley FCSS Facebook page:
<https://www.facebook.com/DrumhellerFCSS/>

Alberta Living Wage Network
Memorandum of Agreement (MOA)
Between
City of Chestermere
Town of Drumheller
Edmonton Social Planning Council
End Poverty Edmonton
Town of Canmore
Vibrant Communities Calgary

Background: To establish an Alberta Living Wage Network that will work to advance a living wage coordinated movement in Alberta.

Network Objectives

The Network will:

- Leverage and build upon the work currently underway through the Poverty Reduction Network's living wage group in Alberta;
- Assist communities in the annual calculation of their living wage;
- Over time standardize the calculation; and
- Develop and implement a provincial living wage leader program

Members of the Network: Any organization or municipality may join the network by

- Making a financial contribution to the network; (See Appendix A)
- Providing leadership and input; and
- By completing an annual living wage calculation.

The above named are the initial members of the network.

Network Planning: The network members will develop an initial 24-month work-plan:

- Enhancing the calculator proto-typed by the Town of Canmore to be applicable to a larger variety of municipalities;
- Develop a Project Manager position description and hire a part-time Project Manager;
- Develop and update content of a website;
- Create a living wage leader program;
- Jointly determine a project lead; and
- Jointly determine of a Network banker.

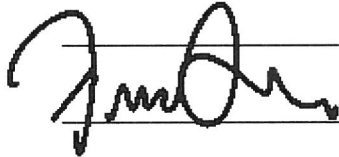
Expectations: The above named initial network members will:

- Sign the MOA
- Guarantee a financial contribution by January 15, 2019 to be paid to the Network fiscal agent no later than March 1, 2019 (as per Appendix A)
- Participate in a monthly meeting of the Network
- Seek additional funding

Leadership: The above named will identify co-chairs. These will be rotated annually.

Review: The MOA will be reviewed annually and amended as required.

Leaving the Network: Any member can leave the network by providing a 2-month notice. Contributed funds remain within the Network. If the above project is cancelled, all unspent partner contributions will be returned.

Signed:	Name	Date
City of Chestermere	_____	_____
City of Drumheller	_____	_____
Edmonton Social Planning Council	_____	_____
End Poverty Edmonton	_____	_____
Town of Canmore	_____	_____
Vibrant Communities Calgary		Dec 15/18

Appendix A
Alberta Living Wage Network

Contribution:

City of Chestermere:	\$
City of Drumheller	\$
Edmonton Social Planning Council	\$5,000
End Poverty Edmonton	\$10,000
Town of Canmore	\$10,000
Vibrant Communities Calgary	\$10,000

**QUARTERLY REPORTING
APPOINTEE – MAYOR HEATHER COLBERG**

QUARTERLY REPORTS DUE	Airport Commission	Drumheller & District Chamber of Commerce	Economic Development Advisory Committee	Canadian Badlands	Revitalization Corporation	Disaster Service Committee
<p>Aug 1 - Dec 31, 2018</p>	<p>Meeting date: Aug 30, Nov 2 -Continually reviewing all options available to make the airport more vibrant and financially stable.</p>	<p>Meeting dates: Sept 11, Oct 9, Nov 13, Dec 11</p> <p>November 1, 2018 Full Day of Strategic planning</p> <ul style="list-style-type: none"> - Reviewed financial reports and budgets - Through strategic plan the decision to pass the torch for the 2020 Canada day parade <p>Preparing ideas for the up and coming annual meeting in March</p> <p>A few items to note from the last part of 2018:</p> <ul style="list-style-type: none"> • 2,000,000th visitor to the World's Largest Dinosaur was Eran Rosenthal of Israel on August 27 • We hosted our 23rd annual golf tournament at the Dinosaur Trail Golf Course on August 17 • This fall, we hosted two educational sessions for employers. One was a review of the changes to Occupational Health and Safety and the other was on employee recruitment and retention. • In December we partnered with St. Anthony's School Grade 11 CALM Class to host the 4th edition of the You're Hired Interview Competition. This week long session included 5 employers from the community and provided students with an opportunity to practice resume writing and interviewing. 	<p>Meeting dates: Aug 8, Sept 12, Oct 10, Nov 14, Dec 12</p> <ul style="list-style-type: none"> -Reviewing options for a new town logo -Looking at options for colour scheme downtown -Blade sign examples for upcoming incentive -Plan is to review the next list of items that this committee will be doing from the Economic Task force 	<p>Meeting dates: Aug 23, Oct 3, Nov 7, Dec 13</p> <p>The Mayor of Strathmore has given a verbal thumbs up that they are in agreement with setting up a DMF in Strathmore. Council has designated a budget line in 2019 for an Economic Development Officer. This person will be the liaison between the Town and Canadian Badlands Tourism. The DMF committee is meeting with the Strathmore Travelodge this month to encourage them to be our first hotel to collect the tourism tax. This will be followed by a meeting with all hotels in Strathmore. The County of Newell is scheduled to be the next area that we will approach.</p> <p>Canadian Badlands Tourism AGM "Not Your Grandfathers AGM", will be held in Lethbridge in March 2019. March 21st will be the cocktail networking reception. March 22nd will include an update from Canadian Badlands Tourism, and speaker in the morning. The AGM will follow after lunch in the afternoon. I am working on the details as to speaker and venue (I am have these secured by next week, and if so, I will update you).</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>December 13, Attended the AEMA Disaster services presentation.</p>

		<ul style="list-style-type: none"> • 2018 visitation to the World's Largest Dinosaur was 128,471 people, an increase of 1.8% from 2017. In addition, just over 51,000 visitors were counselled in the VIC in 2018. • We ended 2018 with 244 members, which included 18 new members. 		<p>This will be a networking evening and AGM for members only. Stay tuned as we will soon begin planning our next Conference for March 2020!</p> <p><u>Signage project</u>: is soon to be a signed route between Drumheller and Dinosaur Provincial Park near Brooks. The committee recently gave a presentation to the Council in Drumheller, to ask them to consider paying for the signs in Drumheller only. We are waiting on confirmation. This project began in 2015 and was originally called the "Scenic Touring Route" but more recently it has been referred to as the <u>Canadian Badlands Scenic Driving Route</u>. Special Areas and the County of Newell have taken a significant interest and role in this project, and with a certain amount of passion as this route takes tourist through Special Areas and County of Newell lands.</p> <p>2019 will focus on collaboration, information sharing and leveraging dollars for projects. There is less money available, however, we will also be adding some new projects with funding from Culture and Tourism, GOA.</p> <p>We also look forward to sustainable funding from the DMF to begin in 2019.</p>		
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4th Quarter Report 2018 Councillor Kristyne DeMott

DRUMHELLER PUBLIC LIBRARY BOARD:

September 11th: 6PM

- Enough in budget to upgrade a second computer for the library. Windows 7 will no longer be compatible with Marigold in February 2020 so the Library is slowly upgrading each system.
- Library numbers are all increased this year from last. They believe the door counter may be on the fritz since the counter at the door is not showing an increase in visitors.
- Policy Committee has been formulated to go over and update the policies for the Drumheller Public Library. Scheduled first meeting September 28th.
- Plan of Service approved for the next 5 years and will be presented to The Town Council next Monday.
- New Logo voted for and decided on for The Drumheller Public Library.

November 20th: 6PM

- A policy committee is bringing various policies to the board after their review and will be reviewing a few every meeting
 - Added Board Liability Insurance
- Elections 2018-2019 Library Board:
- Vanessa Board Chair /
 - Denise is Vice Chair /
 - Liz Board Treasurer /
 - BJ Secretary
- Authorized Signatories to have signing authority

December 11th: 7PM Meeting at Sublime

PALLISER REGIONAL PLANNING BOARD:

October 17 2018 - Palliser Board Meeting

Subdivision Report:

- Steady rate and 37 applications with 41 parcels which is right on target
- Town of Oyen is newest application
- Special Areas 4 hasn't shown any change since last board meeting
- Solar and Wind farm presentations at the Alberta Professional Planners Institute conference in Kananaskis
- Wind Energy Farm Special Areas Oyen SDAB held but put off to gather more information - scheduled October 23rd
- Interviews for senior planner position

Planning Report:

- IDP's are moving forward and working toward completion
- Rezoning in Drumheller (2 inquiries) received one application today
- Land Use Bylaw changes on Home Occupation changes in Drumheller

Office Activity Report:

- Prepared Annual Budget and requisition for Budget Review
- AGM meeting is being prepared for November 08th

Acting CEO and GIS Planning Report:

- All user names and passwords had to be reset for municipalities for the AltaLIS (Land Titles) major update they had on their subscription system
- Everything is back up and running
- Sharing data with MPE and Palliser - working to create the central source. AUMA is looking for that system and MPE has applied for the RFP for funding to bring on mapping only members with that shared map = subscription based services (not necessarily members)
- Two Long Range Planners were interviewed: an offer was sent to Jeff (planner from Edmonton) he is currently reviewing until next Tuesday the 23rd but we anticipate he will respond sooner
- Jeff is a great applicant as he was working with Municipal Affairs in forming the new MGA involving the new ICF/IDP's and MDP's so he has extensive knowledge

November 08th Palliser AGM

- New board positions - board chair and vice stayed the same
- only one different member added to the Palliser Board
- Announcement of the hire of a new Senior Planner - Jeff Laurien

VARIOUS OTHER MEETINGS:

October 18th - District and Solid Waste Management
- in place of Fred who couldn't attend

Tyrrell Museum Meeting November 14th

Taxi Commission Meeting - Monday November 26th
- nothing to report

Canadian Badlands - did not attend any meetings
- nothing to report

Councillor Lisa Hansen-Zacharuk
Council Quarterly Report
October, November, December 2018

Community Standards Appeal Committee

-no appeals called

Canadian Badlands

-no meeting requirements in this quarter

Assessment Review Board

-No appeals called

Heritage Steering Committee

-no meeting during the summer, met in September on the 25th, November 27th. As well they met in December with my regrets. In this time frame we welcomed new member Jessica Burylo, Brandon Strilisky has been working on a heritage inventory walk, good discussions on plaques for historic buildings, heritage designations and colour palettes. Always looking for new members.

Drumheller Stampede and Agricultural Society

- met October 3rd, special meeting on October 24th, and December 13th AGM. We have been going through a restructuring due to the retirement of two long term board members- Mike Hansen and Howard McKee. They have been thanked for their years of service. The new board was elected with Marie Hirsch elected President and Ashley Hansen Vice President. Our next board meeting as a new board is scheduled for the 10th of January. Please check out our facebook page for an updated list of race dates, events and contact number.

Besides my regular scheduled meetings I took part in my meetings for the RTMP Cooperating Society, and numerous seasonal functions.

Lisa Hansen-Zacharuk
Councillor Town of Drumheller

Monthly Meeting Reports – 4th Quarter 2018

- 1) Municipal Planning Commission
 - Attended 7 meetings for the quarter.
 - 29 Development Permits issued for the period.

- 2) Valley Bus Society
 - Attended 4 meetings for the quarter.
 - Worked the casino which was held Sept 12 & 13/2018.
 - Trial period for weekend bus service ended Sept. 30 and was discontinued due to low ridership. Restarted Dec 1-22 in order to accommodate Christmas shopping period.
 - Building lease expired May 31/18. New space secured at the new Town shops for bus parking and 1 office. Location move occurred Oct. 6/18.
 - Valley Bus won the Premier's Council Award which was presented to us on Dec. 3/18.
 - Funding request letters sent to the Counties of Starland, Kneehill and Wheatland. Received \$5k contribution from Wheatland in December 2018. No response yet from Starland or Kneehill.

- 3) Community Futures
 - Attended 5 meetings for the period.
 - Developed and adopted our Strategic Plan for 2019.

- 4) Community Standards Appeal Committee
 - Has not met yet.

- 5) Aqua 7 Steering Committee
 - Has not met yet.

Council Quarterly Report January 8, 2019

Fred Makowecki

Crimestoppers-No meetings

Drumheller and Area Policing Committee-Highlights

The Police committee has had limited meetings while the policy and procedure for vetting members was finalized. Information has been added to the policy and procedure manual for future vacancies. All vacancies on the board have been filled and the group is proceeding with a review of the questions for the annual community input for priorities for the local detachment APP. The survey will take place from February to March. The chair of the police committee will report to council in the spring.

DDSWMA-Highlights

The landfill fire in October, 2018 has flagged a few items to be addressed including the need for equipment to detect fire, both surface and subsurface. Landfill fires can burn underground not unlike coal or muskeg fires. The association is in the process of buying a thermal imaging system to monitor the site if fires occur again. Tammi will be meeting with protective services and the fire department to suggest that our local fire department gets the training required specifically to deal with landfill fires. The material that caused the fire is undetermined but items related to inappropriate oilfield material has been discovered. Tammi will be doing a direct contact with companies to explain the need to pay special attention to items disposed of and reinforcing the requirement to keep these out of the landfill and that they must be disposed of in an appropriate manner.

SAEWA, I feel needs to be evaluated as a cost to benefit in the future. The fees to belong to the organization has risen to \$10,000 a year. Darry, Barb and I questioned management as to the cost to remain as a member compared to the rejoining later. Also the examination as to whether member communities have an indication on what the costs will be to truck refuse to the site, assuming it will be south of our location at a considerable distance. We also made a point to them that Drumheller would have to have an attractive incentive or reason to truck our refuse when we have the site within our community. More questions need to be asked and answered especially considering that economies are being sought by the association.

We also asked for a business case for taking limited extra contracts for contractors to use our site as the fixed contract price for the compactor company has risen almost 90,000 dollars this year. We have asked for a analysis of fixed cost (the contractor) idle time etc taking into account that they are busy with member input and that the idle time could be recovered if we took on adhoc contracts and that there needs to be an analysis of this cost versus "AIR SPACE" and how those impact on the 40+ year life of the site.

Rates were raised. For our community Barb is to do a impact of the increase and what effect it will have on rates and budget.

Darryl will undertake discussion with users whose rates need to be adjusted to better deal with their actual use of our waste system.

Economic Development Advisory Committee- Highlights

Memberships in the committee have changed and we thanked those who have moved on, those who have served the to the new members who have joined this productive committee.

Ec Dev received the economic development action plan from CAEP. CAEP used the results of the Economic Task Force for many of its points and recommendations. The committee also received the investment readiness action plan from the McSweeny group with recommendations being acted on in many aspects of Ec Dev in our community. Some of the main points: The town can not just rely on the EDO but rather have information on hand to respond quickly to inquiries by potential investors. A community investment profile and well designed permanent web presence is also key.

There were discussions about the necessity for a community/downtown planner/events coordinator to help make the downtown and all areas more vibrant and attractive to residents and visitors alike.

The committee is working on the colour palette and accompanying guideline suggestions for the downtown. This was a major point brought forward by Roger Brooks. These recommendations could be developed to be a prerequisite to qualifying for a grant. The end result would be for a more attractive downtown.

The committee has created the “wish list/specs” for the logo design and will be working after on creating a corporate identity manual for a consistent use of our new corporate logo.

A blade sign prototype was produced and presented and will be a part of the suggested guidelines and a future storefront grant program.

Dates for action have been adopted by the committee and results are expected from members as action dates indicated.

Filming by Netflix has occurred in the area with credit to the Town of Drumheller being assured

The EDAC has been happy to hear of the new businesses that have chosen to locate downtown.

Respectfully submitted.

Fred Makowecki

Town of Drumheller

Quarterly Report to Council – September 2018 – December 2018

Councillor – Tom Zariski

Town Council

Meetings: September 4, 10, 17, 24, October 1, 4, 9, 15, 22, 29, November 5, 13, 19, 22, 26, December 3, 10, 17

Committee Representation:

Drumheller and District Seniors Foundation

Meetings: September 6, 7, 14, October 5, 25, November 1, 14, 29, December 4, 7, 13, 21

- Advertised, interviewed and recruited a new CAO Glenda Youngberg
- Developed 2019 Budget
- Met with Seniors and Housing Minister Sigurdson in regards to a new SL4 Facility
- Issues with food preparation in Sunshine Lodge being addressed
- Attended the Manors Christmas Dinner. Met with the residents of Manor 1 on November 9, December 14 and Manor 2 on December 18

Drumheller Citizens on Patrol Association

Meetings: September 27, October 25, November 5, 14, 22, December 20

- In conjunction with the Town, opened a new DCOPA Office
- Many new members recruited
- Attended the DCOPA Christmas Dinner on December 19

Citizens Advisory Committee to the R.C.M.P.

Meetings: September 20, October 18, November 22, December 5, 21

- Met with District Superintendent to discuss issue with the Drumheller Detachment having to police the Federal Penitentiary
- Staffing issues – Drumheller detachment rarely up to quota
- Issues with Rural crime and local repeat offenders

Drumheller Taxi Commission

Meeting: November 26

- Complaint regarding new forms
- Uber regulations developed

Municipal Planning Commission

Meetings: October 5, 11, November 1, 16, December 3

- Community Standards Bylaw, Tourism Corridor Bylaw Bus Tour December 11

Assessment Review Board

Meetings: No meetings September – December 2018

Community Meetings:

Newcastle Community Association: September 11, October 23, November 20, December 18

Wayne Community Association: November 15

East Coulee Community Association: September 23, October 28

Other Meetings/Activities:

Verdant Valley meeting, September 12

Roger Brooks Tourism presentation, September 22

AUMA Red Deer, September 26 – 28, met with numerous provincial ministers

“2 Minutes on the Town”, October 25, December 20

Baseball meetings regarding new ball diamonds for Drumheller, October 3, 30

Pumpkin carving, October 30

Met with Minister of Tourism Miranda in Edmonton regarding funding provincial attractions in the valley, November 8

Attended the new DCOPA office opening on November 14

Spoke at the “Wellness Fair” at BCF, November 7

Attended and spoke at the DVSS Remembrance Day, November 9

Attended the Town of Drumheller Remembrance Day, November 11

Attended the Royal Tyrrell Museum of Paleontology Strategic Planning Session, November 14

Community Standards Bylaw meeting, November 16

Attended the “Festival of Lights”, November 17

Attended a Council Dinner sponsored by Heartwood Inn, November 21

Attended the Cancer Clinic Christmas Dinner at the Hospital, November 29

Participated in the Salvation Army “Red Bag” appeal, November 30

Attended the “Trail of Trees” at BCF, November 30

Attended the Drumheller Chamber of Commerce “Jingle Mingle”, December 4

Volunteered for the Salvation Army Kettle, December 5, 15, 20, 22

Spoke at the DVSS Seniors Dinner, December 21

Attended the Town Christmas Party, December 15