

Town of Drumheller

COUNCIL ORGANIZATIONAL MEETING

AGENDA

October 24, 2011 @ 4:30 PM in Council Chambers

Page

1.0 CALL TO ORDER

2.0 BOARD APPOINTMENTS

- | | | |
|-------|-----|--|
| 2-5 | 2.1 | RFD - Council Appointments to Boards |
| 6-8 | 2.2 | RFD - Appointments to Subdivision and Development Appeal Board |
| 9-13 | 2.3 | RFD - Appointments to Police Committee |
| 14-21 | 2.4 | RFD - Appointments to the Municipal Planning Commission |

3.0 ADJOURNMENT OF ORGANIZATIONAL MEETING



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 2.1



Request for Decision

		Date:	October 21, 2011
Topic:	2011/2012 BOARD APPOINTMENTS		
Proposal:	The purpose of Council's Annual Organization Meeting is to review appointments to Boards and Committees. A copy of the board appointments is attached.		
Proposed by:	Requirement under the MGA, Section 192(1).		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:	Board appointments are reviewed during the Annual Organizational Meeting and will be attached to the adopted minutes for the public's review.		
Recommendations:	That the 2011/2012 Council Board Appointments be adopted as presented.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

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Agenda Item # 2.1

BOARD APPOINTMENTS **2011/12**

NAME

Airport Commission (1)	Doug Stanford 5 public at large
Municipal Planning Commission (2)	Doug Stanford Andrew Berdahl 5 public at large
Palliser Regional Municipal Services (1)	Sharel Shoff
Drumheller Chamber of Commerce (1)	Terry Yemen
Drumheller & District Solid Waste Management Association (1)	Jay Garbutt Ray Romanetz
Valley Bus Society (1)	Tom Zariski Alan Kendrick
Drumheller Public Library Board (1)	Andrew Berdahl
Community Futures (1)	Sharel Shoff
Community Advisory Committee - RCMP (1)	Doug Stanford
Police Committee (1)	Doug Stanford 5 public at large

Agenda Item # 2.1

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Drumheller Agriculture & Stampede Board (1)	Lisa Hansen-Zacharuk
Drumheller & District Seniors Foundation (1)	Tom Zariski
Drumheller Housing Administration (1)	Jay Garbutt 4 public at large
Ambulance (1)	Doug Stanford
Sub-division and Development Appeal Board (2)	Jay Garbutt Lisa Hansen-Zacharuk 3 public at large
Disaster Service Committee (3)	Andrew Berdahl Doug Stanford Terry Yemen
Communities in Bloom (2)	Lisa Hansen-Zacharuk Sharel Shoff
Community Standards Appeal Committee (3)	Jay Garbutt Terry Yemen Lisa Hansen-Zacharuk
Assessment Review Board (3)	Sharel Shoff Lisa Hansen-Zacharuk <hr/> 2 public at large
Crime Stoppers (1)	Doug Stanford

Agenda Item # 2.1

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Economic Development Task Force (2)	Terry Yemen Sharel Shoff 4 public at large
Red Deer River Municipal Users Group (1)	Terry Yemen
Kneehill Regional Water Services Steering Comm(*) *up to three representatives	Terry Yemen Ray Romanetz
Revitalization Corporation (2)	Lisa Hansen-Zacharuk Andrew Berdahl
Taxi Commission (2)	Jay Garbutt Lisa Hansen-Zacharuk
Heritage Steering Committee (1)	Tom Zariski
Drumheller & District Humane Society (1)	Andrew Berdahl
Canadian Badlands Facility Steering Committee(3)	Terry Yemen Andrew Berdahl Jay Garbutt
Canadian Badlands Facility Design Committee(1)	Tom Zariski

Provincial Appointments

Canadian Badlands Ltd.



DRUMHELLER

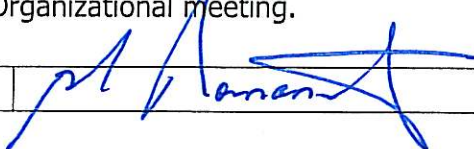
CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 2.2



Request for Decision

Date: October 21, 2011

Topic:	SUBDIVISION AND DEVELOPMENT APPEAL BOARD APPOINTMENTS		
Proposal:	The terms of the current Subdivision and Development Appeal Board members will expire on October 24, 2011 resulting in three vacancies on this board. Two applicants have resubmitted their names: Jerry Brett and Karen Ann Bertamini. The term of the membership expires on the date of the 2012 Annual Organizational meeting. The remaining one vacancy will continue to be advertised.		
Proposed by:	Town of Drumheller		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	That Council approve the appointments of Jerry Brett and Karen Ann Bertamini to the Subdivision and Development Appeal Board for a term expiring on the date of 2012 Annual Organizational meeting.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

SDABAppointment2011	Created By: Linda Handy	1
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DRUMHELLER

Agenda Item # 212

DINOSAUR CAPITAL OF THE WORLD



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

RESUBMIT

Board applied for SIDAB.

Date Oct 12th

Name of Applicant Karen Ann Bertamini

Address 5- - - - - Phone # - - - - -

Length of Residency in Town since birth

Past Service on Similar Boards years of dedicated
service on a plethora of boards.

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

I have a grasp of municipal
by-laws, procedures & processes

Karen Ann Bertamini
Signature of Applicant

Fax back to (403)823-8006



DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD

Agenda Item # 2.2



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

RESUBMIT

Board applied for SDAB

Date SEPTEMBER 15 2010

Name of Applicant JERRY BRETT June 3

Address 411 ST. JAMES ST. N. DRUMHELLER

Length of Residency in Town 17 YRS T0J-0Y7

Past Service on Similar Boards SDAB

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

Senior Planner for Kneehill County

Applied Land Use Planning Certificate

4 yrs GIS / Infrastructure Services with Town of Drumheller.

5 yrs Development Officer with Town of Drumheller

As Attached
Signature of Applicant



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 2.3



Request for Decision

		Date:	October 21, 2011
Topic:	POLICE COMMITTEE BOARD APPOINTMENT		
Proposal:	<p>The terms of membership for the Police Committee states as follows:</p> <p><i>"One (1) to three (3) year term, whichever Council deems appropriate, commencing October 31st." The term of any citizen member shall not exceed six (6) consecutive years, except by special resolution of Council."</i></p> <p>Three members' terms expire on October 31st, 2011, resulting in three vacancies on this Committee. Three applications were resubmitted from existing board members serving a three year term. George Kallay and Fred Makowecki wish to serve for a further three year term while Jim Decore wishes to serve for a one year term.</p>		
Proposed by:	Town of Drumheller		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	<p>That Council approve the appointments of George Kallay and Fred Makowecki for a three year term expiring on the date of Council's 2014 Annual Organizational meeting and Jim Decore for a one year term expiring on the date of Council's 2012 Annual Organizational meeting.</p>		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

	Created By: Linda Handy	1
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DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD



Agenda Item # 2.3

APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

RESUBMITTED

Board applied for POLICE COMMISSION

Date JUNE 12, 2008

Name of Applicant GEORGE J. KALLAY

Address _____ Phone # _____

Length of Residency in Town 10 yrs.

Past Service on Similar Boards See Below

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

IN LIVING IN SEVERAL ALBERTA TOWNS, I HAVE ALWAYS BEEN INVOLVED IN COMMUNITY ACTIVITIES AND OR BOARDS. I AM PRESENTLY RETIRED AND THE PAST CHAIR OF ROCKY CANADA DEVELOPMENT COUNCIL, CHAIR OF HOCKEY ALBERTA FOUNDATION, MANAGER OF DEVELOPMENT ZONE 6, CHAIR OF COMMUNITY ADVISORY COMMITTEE - DRUMHELLER. AS MENTIONED ABOVE I HAVE HAD MANY POSITIONS AND SERVING ON THESE BOARDS HAVE

See JPK
Signature of Applicant

GIVEN MY EXPERIENCE IN DEALING WITH MANY ISSUES, I LOOK FORWARD TO SERVING ON THE POLICE COMMISSION.



DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD



Agenda Item # 2.3

APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

RESUBMITTED

Board applied for Police Committee

Date Sept 5 / 2008

Name of Applicant FREDERIC MAKOWEcki

Address 1111 1st Ave S.E. Phone # 523-1111

Length of Residency in Town 30 years

Past Service on Similar Boards Chair Crimestoppers 3+ years

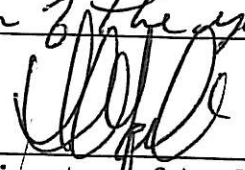
Citizen Advisory Committee 3+ years

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

* Provincial Crime prevention Award
2007

* Nominated 2008 Citizen of the
year (International Crimestoppers Assoc.)

* Nominated as citizen of the year (Drumheller
Rotary Club)


Signature of Applicant

Fax back to (403)823-8006

Agenda Item # 2.3

August 27, 2008


Mr Paul Salvatore
Director of Community services
Town of Drumheller
Drumheller, Alberta

RESUBMITTED

Re Drumheller Municipal Policing Committee

I am interested in serving as a member of the Drumheller Municipal Policing Committee. . I have enclosed a resume and three names of references. Thank

you for considering my application.


Jim Decore

Drumheller , Alberta
TOJ OYO

Resume

Name - Jim Decore

Address - 1044

Family

Work status - Retired

Employment - April 1967 - April 1998 - Drumheller Institution beginning as a Correctional Officer 1 progressing to Correctional Officer 3 to Correctional Supervisor to Correctional Officer 7 to Acting Deputy Warden, Then went as an Institutional Preventive Security Officer and ended career as Supervisor Supplies and Services

From 1964 to 1967 worked with Alberta Wheat Pool constructing elevators

From 1961 to 1964 worked as a Police Constable in Sylvan Lake, Alberta

Hobbies - Fishing, Hunting, Camping, Travelling
Spending time with my family

Community Work - Currently President of the Nacmine Community Association and an Elder with Grace Lutheran Church Have volunteered with Cancer Society Heart and Stroke and last number of years with the Passion Play

References - Stan Baird
- Harry Wareing
- Ali Molyneux



DRUMHELLER

REQUEST FOR DECISION

Agenda Item # 2.4



Request for Decision

		Date:	October 21, 2011
Topic:	MUNICIPAL PLANNING COMMISSION VACANCIES		
Proposal:	The Town of Drumheller has received four applications for the three vacancies on the Municipal Planning Commission from Don Guidolin, Sharon J. Clark, Bob Greene and Jeanette Neilsen. Bob Greene has served two terms and wishes to serve one further term. In accordance with Bylaw 32.08, Council has the discretion to allow a member to sit for a further one term being three years. It is recommended that Council appoint three board member to the MPC by secret ballot.		
Proposed by:	Municipal Planning Commission		
Correlation to Business (Strategic) Plan			
Benefits:			
Disadvantages:			
Alternatives:			
Finance/Budget Implications:			
Operating Costs:		Capital Cost:	
Budget Available:	\$0.00	Source of Funds:	
Budget Cost:	\$0.00	Underbudgeted Cost:	
Communication Strategy:			
Recommendations:	That Council approve by secret ballot three board members to the Municipal Planning Commission for a three year term.		
Report Writer:	R.M. Romanetz, P. Eng.	CAO:	
Position:	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

MPCAppointment2011	Created By: Ray Romanetz	1
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DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 2.4



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date 12/10/11
D/M/Y

Board applied for M.P.C.

Name of Applicant DON GUIDOLIN

Full Address 1111 1st Avenue West Postal Code T0J 0Y3

Length of Residency in Town 78 years

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards S D A B City/Town Council
5 terms

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

Don Guidolin
Signature of Applicant

Fax back to (403)823-8006

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

www.dinosaurvalley.com

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



DRUMHELLER
DINOSAUR CAPITAL OF THE WORLD



Agenda Item # 2.4

APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS

Board applied for

MPC

Date

Oct 8/08

Name of Applicant

Robert Greene

Address

11111 1st St NE

Phone #

777-7777

Length of Residency in Town

forever

Past Service on Similar Boards

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


Signature of Applicant

Fax back to (403)823-8006

RESUBMITTED
✓



DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD

Agenda Item # 2.4



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Board applied for

Municipal Planning Commission

Date

May 13th

Name of Applicant

Jeanette Neisen

Address

Phone #

Length of Residency in Town

35 years

Past Service on Similar Boards

Drumheller Public Library Board - 2 years

Municipal Planning Commission - 1 year

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

Retired legal secretary. Served on Municipal Planning Commission 1 year.

Familiar with by-laws, land descriptions, legal formats, etc.

Signature of Applicant

Jeanette Neisen

Fax back to (403)823-8006

TOWN OF DRUMHELLER

BY-LAW # 32-08

BEING A BYLAW OF THE TOWN OF DRUMHELLER, IN THE PROVINCE OF ALBERTA, PURSUANT TO THE PROVISIONS OF THE MUNICIPAL GOVERNMENT ACT, BEING CHAPTER M26.1 OF THE REVISED STATUTES OF ALBERTA 2000 AND AMENDMENTS THERETO, TO PROVIDE FOR THE APPOINTMENT OF DEVELOPMENT OFFICER AND THE ESTABLISHMENT OF THE MUNICIPAL PLANNING COMMISSION.

PURSUANT to Section 624 of the Municipal Government Act, the town of Drumheller Council duly assembled, enacts as follows:

1. The Drumheller Development Authority shall advise and assist Council with regard to the planning of orderly and economical development within the municipality and shall seek to ensure that any proposed development is in accordance with the purpose, scope of intent of the municipal development plan, land use bylaws, area structure plans and/or area redevelopment plans.
2. The Drumheller Development Authority shall consist of a Development Officer and a Municipal Planning Commission who are authorized to receive, consider and decide on applications for development permits in the manner prescribed in the Land Use Bylaws.

APPOINTMENT OF DEVELOPMENT OFFICER

3. Council may, by resolution, appoint Development Officer(s).

ESTABLISHMENT OF THE MUNICIPAL PLANNING COMMISSION

4. That a Commission known as the Municipal Planning Commission of the town of Drumheller, hereinafter called "the Commission" is hereby established.
5. The Commission shall be composed of not less than three persons appointed by resolutions of Council.
6. No person who is a member of the Subdivision and/or Development Appeal Board shall be appointed to act as a member of the Commission.
7. The Commission shall elect a Chairman and Vice-Chairman from its members.
8. Term of Membership with the Commission will be three years. No person, other than elected officials sitting as a member may serve more than two consecutive terms unless that person has been off the Board for one full term or at the discretion of Council.

9. Any vacancy caused by death, retirement or resignation of a member may be filed by resolution of the Council.
10. A person is disqualified from remaining a member of the Commission if such person is absent from three consecutive meetings, or has attended less than 75% of the meetings within any calendar year. Notwithstanding the above, a person is not disqualified if his/her absence is authorized by a resolution of the Commission.
11. The Commission shall not be disbanded, nor a member of it discharge without cause.
12. Three members of the Commission shall constitute a quorum for the making of all decisions and for doing any action required or permitted to be done by the Commission.
13. Only those members of the Commission present at a meeting of the Commission shall vote on any matter before it.
14. The decision of the majority of the members present at a meeting duly convened shall be deemed to the decision of the whole Commission.
15. The Commission shall hold such meetings as are necessary to fulfil the Commission's responsibilities.
16. The Commission shall have prepared and maintained a file of written minutes of the business transacted at all meetings of the Commission, copies of which shall be regularly filed with the Council.
17. The Commission may make rules as are necessary for the conduct of its meetings and its business that are consistent with the Bylaw and the Municipal Government Act and municipal Government Amendment act.
18. The remuneration, travelling and living expenses of the Chairman and other members of the Commission shall be established by resolution of the Council.
19. The setting of fees for any matter coming before the Commission shall be established by resolution of Council as it considers necessary.
20. A secretary of the Commission shall be appointed by the Chief Administrative Officer.
21. The Commission may make its orders, decisions, development permits and approvals and issue notices with or without conditions.

**TOWN OF DRUMHELLER
BYLAW NO. 32.08**

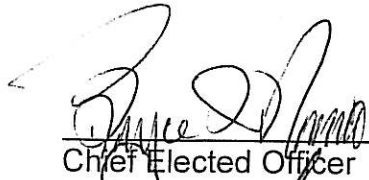
PAGE 3

22. This Bylaw comes into effect upon the date of its being finally passed.
23. This Bylaw shall repeal Bylaw 01-98 .

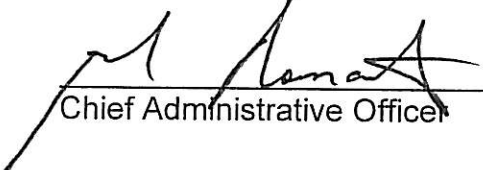
READ A FIRST TIME THIS 27th day of October, 2008

READ A SECOND TIME THIS 27th day of October, 2008

READ A THIRD TIME THIS 27th day of October, 2008



Chief Elected Officer



Chief Administrative Officer