

# **Town of Drumheller COUNCIL ORGANIZATIONAL MEETING AGENDA**

**November 4, 2013 at 4:30 PM  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, Alberta**

Page

## **1.0 CALL TO ORDER**

## **2.0 SWEARING IN CEREMONY**

### **2.1. OFFICIAL OATH**

### **2.2. PASSING THE CHAIN OF OFFICE**

### **2.3. APPROVAL OF DEPUTY MAYOR ROSTER**

#### **2.3.1 Roster for Deputy Mayor**

### **2.4. OFFICIAL OATH OF DEPUTY MAYOR**

## **3.0 MAYOR'S REMARKS**

## **4.0 PRESENTATIONS TO FORMER COUNCILLORS**

## **5.0 APPOINTMENTS - RESOLUTION OF COUNCIL**

### **5.1. COUNCIL BOARDS**

#### **5.1.1 RFD - Council Board Appointments**

### **5.2. MUNICIPAL PLANNING COMMISSION**

### **5.3. SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

#### **5.3.1 RFD - SDAB Appointments**

### **5.4. DRUMHELLER HOUSING ADMINISTRATION**

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**5.4. DRUMHELLER HOUSING ADMINISTRATION**

12-13

5.4.1 RFD - Drumheller Housing Administration Appointment

**5.5. DRUMHELLER PUBLIC LIBRARY BOARD AND MARIGOLD REGIONAL LIBRARY SYSTEM**

14-15

5.5.1 RFD - Drumheller Public Library Board Appointments

16

5.5.2 RFD - Marigold Regional Library System Representative

**6.0 CLOSING REMARKS**

**7.0 ADJOURNMENT OF ORGANIZATIONAL MEETING**

**8.0 OFFICIAL COUNCIL PORTRAIT**

# **Town of Drumheller**

224 Centre Street, Drumheller, Alberta

## **ROSTER FOR DEPUTY MAYOR**



**Jay Garbutt**

**NOVEMBER - DECEMBER**

**Lisa Hansen-Zacharuk**

**JANUARY - FEBRUARY**

**Patrick Kolafa**

**MARCH - APRIL**

**Tara McMillan**

**MAY - JUNE**

**Sharel Shoff**

**JULY - AUGUST**

**Tom Zariski**

**SEPTEMBER - OCTOBER**



# DRUMHELLER

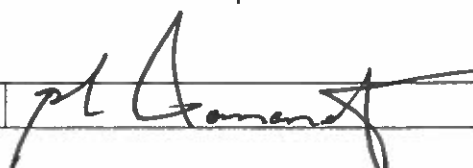
## CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 5.1.1



### Request for Decision

Date: November 1, 2013

Topic:	<b>2013/2014 BOARD APPOINTMENTS</b>		
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 2013/2014 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 # 5.1.1**

Dated: Nov. 4, 2013

**BOARD APPOINTMENTS**  
**2013/14****NAME**

Airport Commission (1)	Patrick Kolafa 5 public at large
Municipal Planning Commission (2)	Tom Zariski Sharel Shoff 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)	Patrick Kolafa Ray Romanetz
Valley Bus Society (1)	Tara McMillan Alan Kendrick
Drumheller Public Library Board (1)	Patrick Kolafa
Community Futures (1)	Sharel Shoff
Community Advisory Committee - RCMP (1)	Tom Zariski
Police Committee (1)	Tom Zariski 5 public at large
Crime Stoppers (1)	Tom Zariski
Citizens on Patrol(1)	Tom Zariski

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

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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
Sub-division and Development Appeal Board (2)	Jay Garbutt Lisa Hansen-Zacharuk 3 public at large
Disaster Service Committee (3)	Patrick Kolafa Jay Garbutt Terry Yemen
Communities in Bloom (2)	Lisa Hansen-Zacharuk Tara McMillan
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
Economic Development Task Force (2)	Terry Yemen Tara McMillan 4 public at large
Red Deer River Municipal Users Group (1)	Terry Yemen
Aqua 7 Steering Committee	Terry Yemen Ray Romanetz

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

-3-

Revitalization Corporation (2)

Terry Yemen  
Sharel Shoff

Taxi Commission (2)

Jay Garbutt  
Patrick Kolafa

Heritage Steering Committee (1)

Tom Zariski

Drumheller & District Humane Society (1)

Tara McMillan

Badlands Facility Fundraising Committee(2)

Sharel Shoff  
Lisa Hansen-Zacharuk

### **Provincial Appointments**

Canadian Badlands Ltd.

Terry Yemen-Executive  
Patrick Kolafa-Shareholder  
Jay Garbutt-Shareholder



# DRUMHELLER

## CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 5.3.1



### Request for Decision

Date: November 1, 2013

<b>Topic:</b>	<b>SUBDIVISION AND DEVELOPMENT APPEAL BOARD APPOINTMENTS</b>		
<b>Proposal:</b>	The terms of the current Subdivision and Development Appeal Board members will expire on November 4, 2013 resulting in three vacancies on this board. Three applicants have resubmitted their names: Jerry Brett, Karen Ann Bertamini and Don Guidolin. The term of the membership expires on the date of the 2014 Annual Organizational meeting.		
<b>Proposed by:</b>	Town of Drumheller		
<b>Correlation to Business (Strategic) Plan</b>			
<b>Benefits:</b>			
<b>Disadvantages:</b>			
<b>Alternatives:</b>			
<b>Finance/Budget Implications:</b>			
<b>Operating Costs:</b>		<b>Capital Cost:</b>	
<b>Budget Available:</b>	\$0.00	<b>Source of Funds:</b>	
<b>Budget Cost:</b>	\$0.00	<b>Underbudgeted Cost:</b>	
<b>Communication Strategy:</b>			
<b>Recommendations:</b>	That Council approve the appointments of Jerry Brett, Karen Ann Bertamini and Don Guidolin to the Subdivision and Development Appeal Board for a term expiring on the date of 2014 Annual Organizational meeting.		
<b>Report Writer:</b>	R.M. Romanetz, P. Eng.	<b>CAO:</b>	
<b>Position:</b>	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

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# DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 5.3.1



## APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date Oct 25, 2013  
D/M/Y

Board applied for SDAB

Name of Applicant DON GUIDOLIN

Full Address \_\_\_\_\_ Postal Code T0J 0Y3

Length of Residency in Town 78 years

Phone (403) \_\_\_\_\_ E-mail Address \_\_\_\_\_

Past Service on Similar Boards SDAB 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](http://www.dinosaurvalley.com)

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



~~RESUBMIT~~



# DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD

Agenda Item # 531



## APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

**RESUBMIT**

Board applied for SDAB

Date October 28, 2013

Name of Applicant JERRY BRETT 823-2353

Address - DRUMHELLER

Length of Residency in Town 19 YRS TOJ-047

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

## REQUEST FOR DECISION

Agenda Item # 5.4.1



### Request for Decision

Date: November 1, 2013

<b>Topic:</b>	<b>DRUMHELLER HOUSING ADMINISTRATION APPOINTMENT</b>		
<b>Proposal:</b>	The Drumheller Housing Administration has two vacancies on their board with terms of two members expiring on November 4, 2013 – Gordon Cloza and Gerald Martynes. Gerald Martynes has resubmitted his name for a further three year term. One vacancy remains on the board.		
<b>Proposed by:</b>	Drumheller Housing Administration		
<b>Correlation to Business (Strategic) Plan</b>			
<b>Benefits:</b>			
<b>Disadvantages:</b>			
<b>Alternatives:</b>			
<b>Finance/Budget Implications:</b>	N/A		
<b>Operating Costs:</b>		<b>Capital Cost:</b>	
<b>Budget Available:</b>	\$0.00	<b>Source of Funds:</b>	
<b>Budget Cost:</b>	\$0.00	<b>Underbudgeted Cost:</b>	
<b>Communication Strategy:</b>			
<b>Recommendations:</b>	That Council approve the appointment of Gerald Martynes to the Drumheller Housing Administration for a three year term to expire on the date of Council's 2016 Organizational Meeting.		
<b>Report Writer:</b>	R.M. Romanetz, P. Eng.	<b>CAO:</b>	
<b>Position:</b>	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

**Corinne Macdonald**

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**From:** Gerald Martynes [gerald@helmmanagement.ca]  
**Sent:** Thursday, October 31, 2013 8:25 AM  
**To:** Bob Sheddy; Corinne Macdonald  
**Subject:** DHA

Dear Ray,

I am finishing my first term on the Drumheller Housing Administration Board. Please accept my submission to stay on the Drumheller Housing Administration board for another term.

Sincerely,

Gerald W. Martynes, CFP  
Helm Asset and Wealth Management Inc.  
102 17th St. NW  
Drumheller, Alberta T0J 0Y1  
p 403 823-5567  
f 403 823-2721

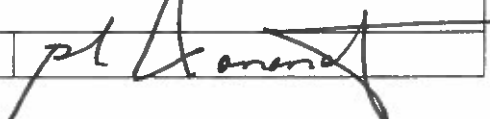


# DRUMHELLER

## REQUEST FOR DECISION



### Request for Decision

		<b>Date:</b>	November 1, 2013
<b>Topic:</b>	<b>DRUMHELLER PUBLIC LIBRARY BOARD APPOINTMENTS</b>		
<b>Proposal:</b>	Under their bylaw, the Drumheller Public Library Board is allowed 10 members. The Drumheller Public Library Board currently has nine members. The Library Board would like Council's approval for an extension to a third term for Linda Traquair and Margaret Nielson. The members of the Library Board recommend approval to extend the terms of both applicants. One vacancy remains on the Drumheller Public Library Board.		
<b>Proposed by:</b>	Drumheller Public Library Board		
<b>Correlation to Business (Strategic) Plan</b>			
<b>Benefits:</b>	Increases membership on the Library Board.		
<b>Disadvantages:</b>			
<b>Alternatives:</b>			
<b>Finance/Budget Implications:</b>	N/A		
<b>Operating Costs:</b>		<b>Capital Cost:</b>	
<b>Budget Available:</b>	\$0.00	<b>Source of Funds:</b>	
<b>Budget Cost:</b>	\$0.00	<b>Underbudgeted Cost:</b>	
<b>Communication Strategy:</b>			
<b>Recommendations:</b>	That Council approve the appointments of Linda Traquair and Margaret Nielson for a third term to the Drumheller Public Library Board to expire on the date of Council's Organizational Meeting in 2016.		
<b>Report Writer:</b>	R.M. Romanetz, P. Eng.	<b>CAO:</b>	
<b>Position:</b>	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

Telephone: (403) 823-1339

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October 22<sup>nd</sup>, 2013

Mr. Ray Romanetz

Chief Administrative Officer

Town of Drumheller

Dear Mr. Romanetz

**RE: REAPPOINTMENT OF DRUMHELLER PUBLIC LIBRARY BOARD MEMBERS and**  
**MARIGOLD REGIONAL LIBRARY SYSTEM REPRESENTATIVES:**

This letter is to request that myself, J. Linda Traquair and Margaret Nielsen be re-appointed to the Drumheller Public Library Board for a third three year term. Our current terms expire in Dec. 2013. We will both be out of the country at the time of our terms expiration. Discussion of our continuing on the Board was discussed at the September board meeting and endorsed by all board members present. This would be our final term on the Board.

We would also like to request that Margaret Nielsen be appointed as our Representative on the Marigold Regional Library System Board. Margaret is currently our alternate representative and we are suggesting that she assume the Representative role. We are also requesting that the writer be appointed as the alternate. These recommendations were also discussed and endorsed at our September board meeting. No other board member felt that they had sufficient experience to take on these roles.

Your assistance with these recommendations is appreciated. Please feel free to contact either of the signatories should you have any questions.

Sincerely,

A handwritten signature in cursive script that reads "J. Linda Traquair".

J. Linda Traquair

A handwritten signature in cursive script that reads "Margaret Nielsen".

Margaret Nielsen



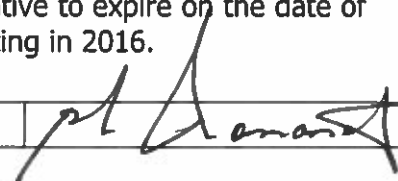
# DRUMHELLER

## REQUEST FOR DECISION



### Request for Decision

Date: November 1, 2013

<b>Topic:</b>	<b>DRUMHELLER'S MARIGOLD LIBRARY BOARD REPRESENTATIVE</b>		
<b>Proposal:</b>	The Town of Drumheller has received a request from the Drumheller Public Library Board to appoint Margaret Nielsen as the representative to the Marigold Regional Library System Board and Linda Traquair as the Alternate Representative. The term is for three years.		
<b>Proposed by:</b>	Drumheller Public Library Board		
<b>Correlation to Business (Strategic) Plan</b>			
<b>Benefits:</b>			
<b>Disadvantages:</b>			
<b>Alternatives:</b>			
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<b>Budget Available:</b>	\$0.00	<b>Source of Funds:</b>	
<b>Budget Cost:</b>	\$0.00	<b>Underbudgeted Cost:</b>	
<b>Communication Strategy:</b>			
<b>Recommendations:</b>	That Council approve the appointment of Margaret Nielson as the representative to the Marigold Regional Library System Board and Linda Traquair as the Alternate Representative to expire on the date of Council's Annual Organizational Meeting in 2016.		
<b>Report Writer:</b>	R.M. Romanetz, P. Eng.	<b>CAO:</b>	
<b>Position:</b>	Chief Administrative Officer		

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER

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