

Town of Drumheller
COUNCIL ORGANIZATIONAL MEETING
AGENDA
October 29, 2018 at 4:30 PM
Town Hall Council Chambers
224 Centre Street, Drumheller, AB

Page

1.0 CALL TO ORDER

2.0 BOARD APPOINTMENTS

- | | | |
|-------|-----|---|
| 2-3 | 2.1 | RFD - 2018 / 2019 Council Board and Committee Appointments |
| 4-10 | 2.2 | Bylaw 15.18 being a bylaw to establish the Subdivision and Development Appeal Board in accordance with the new Municipal Government Act - all three readings |
| 11-14 | 2.3 | RFD - Appointments to the Subdivision and Development Appeal Board |
| 15-20 | 2.4 | Bylaw 12.18 being a bylaw to establish the Economic Development Advisory Committee (as per the new name, the elimination of an appointment from Starland County and establishing new terms for the membership) - all three readings |
| 21-23 | 2.5 | RFD - Appointment to the Economic Development Advisory Committee |
| 24-28 | 2.6 | RFD - Appointment to the Heritage Arts & Culture Steering Committee |
| 29-30 | 2.7 | RFD - Appointment to the Municipal Planning Commission |
| 31-36 | 2.8 | RFD - Appointments to the Airport Commission |
| 37-42 | 2.9 | RFD - Appointment to Police Committee |

3.0 ADJOURNMENT OF ORGANIZATIONAL MEETING

...

Agenda Item # 2.1



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	2018 / 2019 COUNCIL BOARD AND COMMITTEE APPOINTMENTS
DATE:	October 24, 2018
PRESENTED BY:	Darryl Drohomerski
ATTACHMENT:	Board & Committee Appointments for Council Members 2018 / 19

SUMMARY

The purpose of Council’s Organizational Meeting is to approve appointments to Boards and Committees. This is a requirement under the Municipal Government Act, Section 192(1). There are two changes to Council’s appointments to Boards and Committees for 2018 / 2019: removal of Crime Stoppers and reduce the requirement for Council members from 3 to 1 for Assessment Review Board (in accordance with the new requirements of the MGA).

RECOMMENDATION:

Council approve the appointments to Boards and Committees as amended.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Good governance.

COMMUNICATION PLAN:

Board appointments are posted on the Town’s website.

MOTION:

That Council approve the 2018 / 19 Council Board Appointments as amended with the removal of Crime Stoppers and the requirement for only one Council appointment to the Assessment Review Board.

Prepared By: Linda Handy,
Executive Assistant


Approved By: Darryl Drohomerski
Chief Administrative Officer

COUNCIL BOARD & COMMITTEE APPOINTMENTS

2018/19

Agenda Item # 2.1

Council Appointee	Committee	Committee	Committee	Committee	Committee	Committee	Committee	Committee
Mayor Heather Colberg	Airport Commission (1)	Drumheller & District Chamber of Commerce (1)	Economic Development Advisory Committee (2)	Canadian Badlands (3)	Revitalization Corporation (2)	Disaster Service Committee (3)		
Kristyne DeMott	Subdivision & Development Appeal Board (2)	Palliser Regional Municipal Services (1)	Taxi Commission (2)	Canadian Badlands (3)	Drumheller Public Library Board (1)			
Jay Garbutt	Drumheller Housing Administration (1)	Subdivision & Development Appeal Board (2)	Community Standards Appeal Committee (3)	Red Deer River Municipal Users Group (1)	Revitalization Corporation (2)	Disaster Service Committee (3)	Drumheller Community Learning Society (1) [Campus Alberta Central]	
Lisa Hansen-Zacharuk	Drumheller Agriculture & Stampede Board (1)	Heritage Steering Committee (1)	Community Standards Appeal Committee(3)	Canadian Badlands (3)				
Tony Lacher	Valley Bus (1)	Municipal Planning Committee (2)	Aqua 7 Steering Committee (1)	Community Standards Appeal Committee (3)	Community Futures (1)			
Fred Makowecki	Drumheller & District Solid Waste Management Association (1)	Policing Committee (1)	Economic Development Advisory Committee (2)	Disaster Service Committee (3)				
Tom Zariski	Municipal Planning Committee (2)	Citizens Advisory Committee – RCMP (1)	Taxi Commission (2)	Drumheller & District Seniors Foundation (1)	Citizens On Patrol (1)	Assessment Review Board (1)		

Agenda Item # 2.2

TOWN OF DRUMHELLER BYLAW 15.18

A BYLAW OF THE TOWN OF DRUMHELLER IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE ESTABLISHMENT OF THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD

WHEREAS: Section 627 of the Municipal Government Act, provides that a Council must establish a Subdivision and Development Appeal Board by bylaw;

WHEREAS: Section 628 of the Municipal Government Act, provides that a Council must by bylaw prescribe the functions and duties of the Subdivision and Development Appeal Board;

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

DEFINITIONS

1. The following words and terms found in the Bylaw are defined as follows:
 - (a) “Act” means the Municipal Government Act, R.S.A. 2000, c. M-26, any regulations thereunder and any amendments or successor legislation thereto;
 - (b) “Appeal” means an appeal of a decision of a Development Officer or a subdivision authority;
 - (c) “Appellant” means the person who may appeal to the Board in accordance with the Act;
 - (d) “Applicant” means the person who applied for a development permit or for subdivision;
 - (e) “Board” means the Subdivision and Development Appeal Board (SDAB) of the Town of Drumheller established pursuant to this Bylaw;
 - (f) “Chair” means a Member of the Board who is appointed to preside over a hearing in accordance with this bylaw;
 - (g) “Clerk” means the person appointed by the Chief Administrative Office of the Town of Drumheller who has met the required training;
 - (h) “Council” means the Council of the Town of Drumheller;
 - (i) “Development Authority” means a development authority established pursuant to Part 17; Division 3 of the Municipal Government Act;
 - (j) “Development Officer” means a Town employee who carries out development powers, duties, and functions;
 - (k) “Member” means a member of the Subdivision and Development Appeal Board who has met the required training;

- (l) "Subdivision Approving Authority" shall mean Council or their designate authorized to exercise subdivision approving authority powers and duties on behalf of the municipality.

GENERAL

Pursuant to the Act, Council hereby enacts as follows:

- 2. The Subdivision and Development Appeal Board is hereby established.
 - (a) Pursuant to Section 627(a) Council must by bylaw establish a Subdivision and Development Appeal Board, or
 - (b) Pursuant to Section 627(b), Council may authorize the municipality to enter into an agreement with one or more municipalities to establish an Intermunicipal Subdivision and Development Appeal Board; or
 - (c) Both.

MEMBERSHIP AND TERMS

- 3.
 - (a) Council shall appoint members by resolution.
 - (b) The Board shall be comprised as follows:
 - (i) One Member of Council,
 - (ii) One alternate Member of Council,
 - (iii) Four Members at large, and
 - (iv) The Clerk to the SDAB.
 - (c) Pursuant to Section 627(3) of the Act, Councillors may not form the majority of the Board.
 - (d) An employee of the municipality, a person who carries out subdivision or development powers, duties and functions on behalf of the municipality, or member of a Municipal Planning Commission shall not be appointed to the board.
 - (e) Members at Large are appointed to a term of up to three (3) years, with exact terms being specified upon appointment to the Board. Board members who serve more than two consecutive three (3) year terms shall be at the discretion of Council.
 - (f) Members of Council are appointed to the Board during the annual Organizational Meeting of Council and shall remain on the Board for a period of one (1) year until the subsequent Annual Organizational Meeting.

- (g) Each Member of the Board shall take the prescribed training as required by the Act.
 - (h) Members at Large may be a resident from the member municipalities of Palliser Regional Municipal Services.
4. At its first meeting each year, the Board shall elect a Chair and Vice-Chair from its members.
5. A vacancy on the Board shall be filled as soon as is practical, but the Board may function notwithstanding, provided that a quorum is present.
6. A quorum of the Board shall not be less than three members for hearing and deciding appeals.
7. If any Board member is absent from three consecutive hearings, Council may declare the office of such Member vacant and initiate the process to select a suitable candidate to fill the vacant position on the Board.
8. Council may remove any member of the Board for misconduct.

FUNCTIONS AND DUTIES OF THE BOARD

9. The purpose of the Board is:
- (a) to hear and decide upon appeals against decisions of the Subdivision Approving Authority;
 - (b) to hear and decide upon appeals from decisions of the Development Officer or the Development Authority and in this respect to perform the duties assigned to the Subdivision and Development Appeal Board under the Act.
10. The hearing shall be held in public and structured as follows:
- (i) Call to Order
 - (ii) Introduction of Members of the Board and the Clerk
 - (iii) Declaration of any member conflict of interest
 - (iv) Objections
 - (v) Purpose of the Hearing
 - (vi) Procedures to be followed
 - (vii) Clerk announces the appeal
 - (viii) Presentations by the Appellant and those opposing the appeal;
 - (ix) Rebuttal
 - (x) Further questions from Board members
 - (xi) Adjournment
 - (xii) In-Camera deliberations
 - (xiii) Notice of the Board's Decision

11. At the hearing of the appeal, should the Board desire further technical information, legal opinions or other assistance, it may recess the hearing pending receipt of such information, opinion or other assistance.

12. All members must vote unless they have a conflict of interest.

13. The Board must give its decision in writing together with reasons for the decision within 15 days after concluding the hearing.

14. A decision of the majority of the Board shall be deemed the decision of the Board. In the event of a tied vote the Board, the appeal is defeated.

ROLE OF THE CHAIR

15. At the first hearing of the calendar year, the Members of the Board present will elect one Member as Chair who shall preside at the hearings. If the Chair is absent, the Members of the Board present shall elect one Member who is present as the Vice Chair who will preside at the hearing.

CLERK OF THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD

16. The Clerk shall ensure that all statutory requirements of the Boards are met which includes:

- (i) Receive all appeals;
- (ii) Schedule and inform all affected parties of the appeal hearing;
- (ii) Compile all necessary documents for distribution to the Board;
- (ii) Keep a written record of the proceedings of the Board; and
- (iii) Communicate the decision of the Board to the affected parties.

ESTABLISHMENT OF FEE SCHEDULES

17. Council may by resolution establish fees for subdivision and development appeals.

18. The appeal fee may be returned to the Applicant or the Appellant should the Board deem it appropriate to do so.

Bylaw 2-98 is hereby repealed.

This Bylaw shall take effect on the day of the final passing thereof.

READ A FIRST TIME ON THE 29th day of October, 2018.

Agenda Item # 2.2

READ A SECOND TIME ON THE 29th day of October, 2018.

READ A THIRD AND FINAL TIME ON THE 29th day of October, 2018

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 2.2

TOWN OF DRUMHELLER

BYLAW NO. 2-98

BEING A BYLAW OF THE TOWN OF DRUMHELLER, IN THE PROVINCE OF ALBERTA, PURSUANT TO THE PROVISIONS OF THE MUNICIPAL GOVERNMENT ACT, BEING CHAPTER M-26.1 OF THE REVISED STATUTES OF ALBERTA 1994 AND AMENDMENTS THERETO, TO PROVIDE FOR THE ESTABLISHMENT OF A SUBDIVISION AND DEVELOPMENT APPEAL BOARD.

PURSUANT to Section 627(1) of the Municipal Government Amendment Act, 1995, the Council of the Town of Drumheller duly assembled, enacts as follows:

1. This Bylaw may be cited as the Town of Drumheller's Subdivision and Development Appeal Board Bylaw.
2. In this Bylaw:
 - A. "Municipality" means the corporation of the or the area contained within the boundaries of the Town of Drumheller as the context requires.
 - B. "Council" means the Council of the Town of Drumheller.

ESTABLISHMENT OF THE APPEAL BOARD

3. The Subdivision and Development Appeal Board for the Town of Drumheller (hereinafter referred to as the Board) is hereby established and shall consist of the following:
 - A. The Board shall be composed of five (5) members who shall be appointed by resolution of Council.
 - B. Each member of the Board shall be appointed for a one (1) year term.
 - C. No person who is a Development Officer or a member of the Municipal Planning Commission shall be appointed to the Board.
 - D. A simple majority of the members present shall constitute a quorum. Councillors shall not form the majority of any quorum of a Board hearing an appeal.

DUTIES OF THE BOARD

4. The Board shall perform those duties as set forth in Divisions Three (3) and Ten (10) of the Municipal Government Act, 1995.

SECRETARY OF THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD

- 5. The office of Secretary of the Subdivision and Development Appeal Board is hereby constituted and shall be appointed by the Chief Administrative Officer of the Municipality but that person shall not have a vote.
- 6. The Secretary of the Subdivision and Development Appeal Board shall:
 - A. notify all members of the Board of the arrangements for the holding of each hearing and other meetings of the Board.
 - B. ensure that at least five (5) days notice of the hearing is given to all affected parties as specified in the Act;
 - C. prepare and maintain a file of written minutes of the business transacted at all meetings of the Board, copies of which shall be regularly filed with the Council;
 - D. issue to all affected parties and persons, notices of the decisions of the Subdivision and Development Appeal Board and reasons therefore;
 - E. notify the Council of the decisions of the Subdivision and Development Appeal Board;
 - F. carry out such other administrative duties as the Board may specify.
- 7. Upon third reading given, this Bylaw comes into force.
- 8. This Bylaw shall repeal Bylaw 25[✓]-95 of the City of Drumheller and 95[✓].17 of the Municipal District of Badlands No. 7.

READ A FIRST TIME THIS 5TH DAY OF JANUARY, 1998.

READ A SECOND TIME THIS 5TH DAY OF JANUARY, 1998.

READ A THIRD TIME AND PASSED THIS 5TH DAY OF JANUARY, 1998.



MAYOR



TOWN CLERK

Agenda Item # 2.3



Town of Drumheller REQUEST FOR DECISION

TITLE:	SUBDIVISION AND DEVELOPMENT APPEAL BOARD APPOINTMENTS
DATE:	October 25, 2018
PRESENTED BY:	Darryl Drohomerski
ATTACHMENT:	Bylaw 15.18 Establishment of Subdivision and Development Appeal Board

SUMMARY

The terms of the current Subdivision and Development Appeal Board members will expire on October 29, 2018, resulting in four vacancies on this board. Three applicants have resubmitted their names: Karen Ann Bertamini, Keith Hodgson and Eileen Lefley. All three applicants have received the mandatory SDAB training. The Town will continue to advertise the vacancy for one more member at large.

RECOMMENDATION:

Administration recommends the appointment of Karen Ann Bertamini, Keith Hodgson and Eileen Lefley to the SDAB.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that Town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan. Volunteer appointments are necessary to ensure the success of the Subdivision and Development Appeal Board.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Good governance.

COMMUNICATION PLAN:

Board appointments are posted on the Town's website.

MOTION:

That Council approve the appointment of Karen Ann Bertamini, Keith Hodgson and Eileen Lefley to the Subdivision and Development Appeal Board for a three year term expiring on the date of Council's 2021 Annual Organizational Meeting.

Prepared By: Linda Handy,
Executive Assistant


Approved By: Darryl Drohomerski
Chief Administrative Officer



DRUMHELLER

DINOSAUR CAPITAL OF THE WORLD

Agenda Item # 2.3



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

RESUBMIT

Board applied for SDAB

Date October 25, 2018

Name of Applicant Karen Ann Bertamini

Address _____ 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

Agenda Item # 2.3
Agenda Item # 8.1.4



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



RESUBMITTED

APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS

Date Oct 25, 2018

Board applied for SUBDIVISION AND DEVELOPMENT APPEAL BOARD

Name of Applicant KEITH HODGSON

Full Address _____ Postal Code TOJ 2V0

Length of Residency in Town 1967-1980, 2014-2018

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards 30 YRS EXPERIENCE ON MULTIPLE BOARDS AND

FOUNDATIONS WITH KIN CANADA, EASTER SEALS ALBERTA, KINSMEN CLUB OF CALGARY FOUNDATION

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

38 YRS WORK EXPERIENCE, INCLUDING OVER 30 YRS IN SUPERVISORY AND PROJECT

MANAGEMENT ROLES, SIGNIFICANT EXPERIENCE LEADING LARGE, MULTI-

STAKE HOLDER PROJECTS TO SUCCESSFUL COMPLETION THROUGH IDENTIFICATION OF

KEY DELIVERABLES AND FOCUS ON WIN-WIN SOLUTIONS. FAMILIAR WITH

Keith Hodgson
Signature of Applicant

ZONING CLASSIFICATIONS, LAND USE BYLAWS, ETC. RECENT LOCAL EXPERIENCE WITH REZONING AND DEVELOPMENT PERMIT PROCESSES THROUGH TO SUCCESSFUL COMPLETION.

Return Email Address: ihandy@dinosaurvalley.com

Personal information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

Town of Drumheller
224 Centre Street

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

Drumheller, AB T0J 0Y4

www.dinosaurvalley.com



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS

RESUBMIT

Date October 18 2018

Board applied for Subdivision and Development Appeal Board

Name of Applicant Eileen Lefley

Full Address _____ Postal Code T0J 0Y6

Length of Residency in Town 2+ years

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards County Starland Development Appeal Board
City of Calgary - Area Redevelopment Committee Member

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

Employed for 35 years in Business Administration

Managed a Survey Supply Company for 20 years, very familiar with surveys and Development Plans.

Served on Residential Community Development Board - Calgary.

Eileen Lefley
Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

www.dinosaurvalley.com

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

... **Town of Drumheller *Agenda Item # 2.4***

BYLAW 12.18

**A BYLAW OF THE TOWN OF DRUMHELLER TO ESTABLISH THE
ECONOMIC DEVELOPMENT ADVISORY COMMITTEE**

WHEREAS the Council of the Town of Drumheller desires to diversify and expand its tax base;

AND WHEREAS the Council of the Town of Drumheller desires to identify goals and objectives for economic development on a continual basis;

AND WHEREAS the Council of the Town of Drumheller desires to undertake tasks which will lead to a progressive approach to economic development over a long term;

AND WHEREAS the Council of the Town of Drumheller deems it necessary to maximize employment opportunities to retain and/or expand the population base;

AND WHEREAS the Council of the Town of Drumheller deems it expedient and in the general interest of the Town to appoint an advisory committee on development activities of the Town of Drumheller.

Now, therefore, the Council of the Town of Drumheller hereby enacts as follows:

I. Establishment of the Economic Development Advisory Committee

An Economic Development Advisory Committee is hereby established which shall be responsible for purposes of advising Town Council in matters pertaining to Community Development in the Town of Drumheller. The words Community Development shall be understood as meaning all kinds of activities which will improve the economic base and the cultural and environmental amenities of the Town of Drumheller.

II. Goals of the Economic Development Advisory Committee

- To improve the quality of life in the community and to stimulate development appropriate to the Town of Drumheller.
- To reconcile the need for broad representation of the various community groups involved in development with the need for an integrated development program.
- To marshal the necessary resources of the community to address the broadening range of development issues facing the Town.

III. Objectives

- a) To encourage and support the stability and orderly expansion of new and existing businesses and industries which will benefit the community.
- b) To encourage the promotion of development in the Town of Drumheller.

Agenda Item # 2.4

- c) To assist in attracting investment to Drumheller in sectors with a potential for growth.
- d) To assist in identifying and communicating investment possibilities within the Town of Drumheller to potential investors.
- e) To assist in enhancing the tourism industry by increasing Drumheller's share of the leisure and business travel market, and facilitating the development of existing and new tourism facilities and resources.

IV. Membership: The Advisory Committee shall consist of the following members:

- a) The Mayor.
- b) The Councillor appointed to the Advisory Committee. The Councillor shall be appointed annually at the Organizational Meeting of Council.
- c) Five persons who shall be members-at-large and who shall be appointed at the Organizational Meeting of Council for a three (3) year term. Wherever possible members should represent a cross-section of sectors which adds diversity to the Advisory Committee (Business, Health, Education, Oil & Gas, Agriculture, etc.).
- d) One person shall represent the Drumheller and District Chamber of Commerce.
- e) One person shall represent the Community Futures Drumheller.
- f) The Advisory Committee shall recommend to Town Council the appointment, or reappointment of any person to the membership of the Advisory Committee.
- g) The Advisory Committee may recommend to Town Council an increase or decrease in the total membership of the Advisory Committee.
- h) The C.A.O. and the Economic Development Officer shall act as resource staff to the Advisory Committee and shall not have voting privileges.
- i) No member-at-large shall exceed six consecutive years, without special permission from Council.
- j) All members of the Economic Development Advisory Committee shall be required to sign and follow a Code of Ethics as developed by the Economic Developers Association of Alberta.
- k) If any member shall be absent from three consecutive regular meetings (unless such absence be caused through illness or authorized by resolution of the Advisory Committee), the Council may, upon recommendation of the Advisory Committee, declare the office of such absent member to be vacant.

V. Conduct of Meetings

- a) A meeting may be called by the Chairman of the Advisory Committee or by request of a member through the Chairman.
- b) The Advisory Committee shall elect annually from its members, a Chairman and a Vice-Chairman for the ensuing year. Neither a member of the Municipal Administration or an Elected Public Official shall be eligible for selection as Chairman or Vice-Chairman.
- c) A quorum of the Advisory Committee shall consist of a majority of the members.
- d) Each member of the Advisory Committee, including Chairman, shall have one vote on any question and in the event of a tie, the motion shall be lost.
- e) Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Roberts Rules of Order, Newly Revised.

Agenda Item # 2.4

VI. Powers & Duties: It shall be the duty of the Economic Development Advisory Committee to advise the Town of Drumheller on community development matters and develop recommendations thereon. In addition, the Advisory Committee shall:

- a) Participate in client reception in order to facilitate the clients' access to information and to help them learn the merits of doing business in the Town of Drumheller.
- b) Participate in initiatives undertaken by the Town of Drumheller to pursue new clients.
- c) Identify investment opportunities in the Town of Drumheller.
- d) Assist in the development and maintenance of a proactive, long term (3 to 5 years) economic development plan.
- e) Identify key issues and opportunities affecting economic development and develop action plans to effectively manage or optimize.
- f) Participate as ambassadors for the Town of Drumheller when visiting locations where potential clients presently operate.

VII. Limits to Powers

- a) The Advisory Committee may recommend to Council the action on agreements, whether formal or informal, which may lead to development within the community.
- b) Town Council shall have final authority and responsibility regarding all matters pertaining to the Economic Development Advisory Committee.

VIII. The invalidity of any provision of this Bylaw shall not affect the validity of the remainder.

- 1) Economic Development Task Force Bylaw 05.06 is hereby repealed.

This Bylaw shall come into force and effect upon final passing.

READ a first time this 29th day of October, 2018.

READ a second time this 29th day of October, 2018.

READ a third time and passed the 29th day of October, 2018.

Mayor

Chief Administrative Officer

BYLAW 05.06

**A BYLAW OF THE TOWN OF DRUMHELLER TO ESTABLISH THE
ECONOMIC DEVELOPMENT TASK FORCE**

WHEREAS the Council of the Town of Drumheller desires to diversify and expand its tax base;

AND WHEREAS the Council of the Town of Drumheller desires to identify goals and objectives for economic development on a continual basis;

AND WHEREAS the Council of the Town of Drumheller desires to undertake tasks which will lead to an aggressive approach to economic development over a long term;

AND WHEREAS the Council of the Town of Drumheller deems it necessary to maximize employment opportunities to retain and/or expand the population base;

AND WHEREAS the Council of the Town of Drumheller deems it expedient and in the general interest of the Town to appoint a Task Force on development activities of the Town of Drumheller.

Now, therefore, the Council of the Town of Drumheller hereby enacts as follows:

I. Establishment of the Economic Development Task Force

An Economic Development Task Force is hereby established which shall be responsible for purposes of advising Town Council in matters pertaining to Community Development in the Town of Drumheller. The words Community Development shall be understood as meaning all kinds of activities which will improve the economic base and the cultural and environmental amenities of the Town of Drumheller.

II. Goals of the Economic Development Task Force

- To improve the quality of life in the community and to stimulate development appropriate to the Town of Drumheller.
- To reconcile the need for broad representation of the various community groups involved in development with the need for an integrated development program.
- To marshal the necessary resources of the community to address the broadening range of development issues facing the Town.

III. Objectives

- a) To encourage and support the stability and orderly expansion of new and existing businesses and industries which will benefit the community.
- b) To encourage the promotion of development in the Town of Drumheller.

- c) To assist in attracting investment to Drumheller in sectors with a potential for growth.
- d) To assist in identifying and communicating investment possibilities within the Town of Drumheller to potential investors.
- e) To assist in enhancing the tourism industry by increasing Drumheller's share of the leisure and business travel market, and facilitating the development of existing and new tourism facilities and resources.

IV. **Membership**: The Task Force shall consist of the following members:

- a) The Mayor.
- b) The Councillor appointed to the Task Force. The Councillor shall be appointed annually at the Organizational Meeting of Council.
- c) ~~Four persons who shall be members-at-large~~ and who shall be appointed at the Organizational Meeting of Council for a three (3) year term with the exception of the first term after passing of this bylaw, which shall have two members appointed for a two year term and two members appointed for a one year term in order that alternating appointments are possible. Wherever possible members should represent a cross-section of sectors which adds diversity to the Task Force (Business, Health, Education, Oil & Gas, Agriculture, etc.).
- d) One person shall represent the Drumheller and District Chamber of Commerce.
- e) One person shall represent the Community Futures Drumheller.
- f) One person shall represent the County of Starland.
- g) The Task Force shall recommend to Town Council the appointment, or reappointment of any person to the membership of the Task Force.
- h) The Task Force may recommend to Town Council an increase or decrease in the total membership of the Task Force.
- i) All appointments shall be subject to the pleasure of Council and in force from time to time as to the person and the term of office.
- j) The C.A.O., the Director of Community Services and the Economic Development Officer shall act as resource staff to the Task Force and shall not have voting privileges.
- k) No member-at-large shall exceed six consecutive years, without special permission from Council.
- l) All members of the Economic Development Task Force shall be required to sign and follow a Code of Ethics as developed by the Economic Developers Association of Alberta.
- m) If any member shall be absent from three consecutive regular meetings (unless such absence be caused through illness or authorized by resolution of the Task Force), the Council may, upon recommendation of the Task Force, declare the office of such absent member to be vacant.

*Amended:
Motion APR 23, 2012
Five*

V. **Conduct of Meetings**

- a) A meeting may be called by the Chairman of the Task Force or by request of a member through the Chairman.
- b) The Task Force shall elect annually from its members, a Chairman and a Vice-Chairman for the ensuing year. Neither a member of the Municipal

Administration or an Elected Public Official shall be eligible for selection as Chairman or Vice-Chairman.

- c) A quorum of the Task Force shall consist of a majority of the members.
- d) Each member of the Task Force, including Chairman, shall have one vote on any question and in the event of a tie, the motion shall be lost.
- e) Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Roberts Rules of Order, Newly Revised.

VI. **Powers & Duties:** It shall be the duty of the Economic Development Task Force to advise the Town of Drumheller on community development matters and develop recommendations thereon. In addition, the Task Force shall:

- a) Participate in client reception in order to facilitate the clients' access to information and to help them learn the merits of doing business in the Town of Drumheller.
- b) Participate in initiatives undertaken by the Town of Drumheller to pursue new clients.
- c) Identify investment opportunities in the Town of Drumheller.
- d) Assist in the development and maintenance of a proactive, long term (3 to 5 years) economic development plan.
- e) Identify key issues and opportunities affecting economic development and develop action plans to effectively manage or optimize.
- f) Participate as ambassadors for the Town of Drumheller when visiting locations where potential clients presently operate.

VII. **Limits to Powers**

- a) The Task Force may recommend to Council the action on agreements, whether formal or informal, which may lead to development within the community.
- b) Town Council shall have final authority and responsibility regarding all matters pertaining to the Economic Development Task Force.

VIII. **Reporting Procedures**

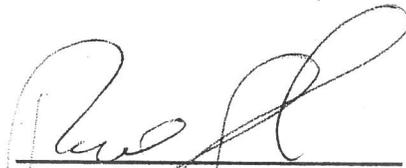
- a) All minutes of the Task Force shall be submitted to Town Council and dealt with in a confidential manner.

IX. This Bylaw shall come into force and take effect on its passing thereof.

INTRODUCED AND READ a first time this 6th day of March, 2006.

READ a second time this 6th day of March, 2006.

READ a third time and passed the 6th day of March, 2006.



Mayor



Chief Administrative Officer

...

Agenda Item # 2.5



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	APPOINTMENTS TO THE ECONOMIC DEVELOPMENT ADVISORY COMMITTEE
DATE:	October 24, 2018
PRESENTED BY:	Darryl E. Drohomerski, C.E.T.
ATTACHMENT:	Bylaw 12.18 Establishment of an Economic Development Advisory Committee

SUMMARY

The Town has three vacancies on the Economic Development Advisory Committee. Two applications have been received: Jason Martin and Summer Manca (Summer has requested a one year reappointment). Summer has served six (6) consecutive years on the Economic Development Advisory Committee – a further one (1) year term would be at Council’s discretion.

RECOMMENDATION:

That Council approve the appointment of Jason Martin for a three year term and Summer Manca for a further one year term.

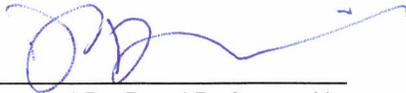
STRATEGIC POLICY ALIGNMENT:

Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that Town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan.

MOTION:

That Council approve the appointment of Jason Martin for a three year term expiring at Council’s 2021 Organizational Meeting and the reappointment of Summer Manca for a one year term expiring at Council’s 2019 Organizational Meeting.

Prepared By: Linda Handy
Senior Administrative Assistant


Approved By: Darryl Drohomerski
Chief Administrative Officer



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



**APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS**

Date Oct 8, 2018

Board applied for Economic Development Task Force

Name of Applicant Jason Martin

Full Address _____ / Drumheller Postal Code T0J 0Y1

Length of Residency in Town 17 years

Phone (403) _____ e-mail Address _____

Past Service on Similar Boards Treasurer, Canadian Badlands Aquatic Club

Treasurer, Fellowship Baptist Church Drumheller. Municipality Sustainability Planning Committee (Drumheller).

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 am the Director of Operations & Finance at the Royal Tyrrell Museum of Palaeontology.

As the longest serving member of the senior management team (17+ years), I oversee the business aspect of the Museum.

My portfolio includes Finance, Education, Distance Learning, Science Camp, Visitor Services, Administration, IT and food services.

I have a Bachelor of Commerce Degree (Hons) with a double major - accounting and marketing. I understand both economics and tourism.

Jason.Martin Digitally signed by Jason.Martin
Date: 2018.10.05 15:23:53 -06'00'

Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

www.dinosaurvalley.com

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



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



Resubmitted for one year

APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS

Date October 5 2015

Board applied for Economic Development Task Force

Name of Applicant Summer Manca

Full Address _____ Postal Code T0J 0Y0

Length of Residency in Town 7 yrs

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards Economic Development task force since 2011,
Currently sit on Chamber Business Advocacy Committee

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

Own and Operate McDonald's Restaurant in Drumheller.
I have an interest in the Economic Growth of Drumheller and
will make the time to commit to this task force.

Summer Manca
Digitally signed by Summer Manca
DN: cn=Summer Manca, o.ou,
email=drumhellermcdonalds@hotmail.com, c=CA
Date: 2015.10.06 08:52:33 -06'00'

Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

www.dinosaurvalley.com

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

...

Agenda Item # 2.6



**Town of Drumheller
REQUEST FOR DECISION**

TITLE:	HERITAGE, ARTS AND CULTURE COMMITTEE APPOINTMENT
DATE:	October 25, 2018
PRESENTED BY:	Darryl Drohomerski
ATTACHMENT:	Policy C-02-16 Arts and Culture Policy Heritage, Arts and Culture Strategic Plan

SUMMARY

The Town of Drumheller is seeking one public at large member to sit on the Heritage, Arts and Culture Steering Committee. One application has come forward from Jessica Burylo. Administration is recommending that Council approve the appointment of Jessica Burylo. There is no term of appointment assigned to this Committee.

RECOMMENDATION:

Administration recommends the appointment of Jessica Burylo.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that Town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan. Volunteer appointments are necessary to ensure the success of the Heritage, Arts and Culture Committee.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Good governance.

COMMUNICATION PLAN:

Board appointments are posted on the Town's website.

MOTION:

That Council approve the appointment of Jessica Burylo to the Heritage, Arts and Culture Committee.

Prepared By: Linda Handy,
Executive Assistant


Approved By: Darryl Drohomerski
Chief Administrative Officer



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS

Date Oct 4, 2018

Board applied for Heritage Steering Committee

Name of Applicant Jessica Burylo

Full Address e, AB Postal Code T0J 1B0

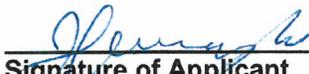
Length of Residency in Town 2 years

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards East Coulee School Museum board member,
Foundation for the Advancement of Entrepreneurship, Bridgeland/
Riverside Farmers' market

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

- Bachelors of Science (honours) in Anthropology,
- Current graduate student in History and Resource Management
- Current Director of Visitor Services at the Atlas Coal Mine
National Historic Site


Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

www.dinosaurvalley.com

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



DRUMHELLER

COUNCIL POLICY



COUNCIL POLICY #C-02-16

ARTS AND CULTURE POLICY

A. THE PURPOSE OF THIS POLICY IS TO:

The Town of Drumheller believes that the promotion and support of Arts and Culture events and activities lead to positive community involvement and makes Drumheller a more vibrant and successful community.

B. ARTS AND CULTURE GRANT PROGRAM DETAILS

1. Applications for Arts and Culture grants are accepted by the Director of Community Services.
2. Applications will be evaluated by the Heritage Steering Committee, or other group designated by Council.
3. Criteria for the evaluation and awarding of Arts and Culture grants will be determined by the Heritage Steering Committee and will be presented to Council for their approval.
4. Grant applications will be reviewed after April 30 each year. Grants will be received throughout the year and will be evaluated based on the merits of each application and availability of grant funding.
5. The Town's annual budget for Arts and Culture grants will be approved by Council in the annual Operating Budget,
6. The Town will manage and promote the development of an Arts and Culture Fund which will include the Town's annual contribution and additional funds received from private donors to augment the Arts and Culture Fund.
7. The Chair of the Heritage Steering Committee will present the results of the selection of grant recipients to Council.
8. The Town will continue to make available municipal venues for Arts and Culture events and activities that contribute to positive community involvement and the establishment of a more vibrant and successful community.

C. EFFECTIVE DATE

The Town of Drumheller offers Arts and Culture grants to organizations and individuals effective February 8, 2016.

Regular Council Meeting Minutes
February 8, 2016

MO2016.28 Garbutt, Shoff moved to adopt Council Policy 02.16 as presented. Carried unanimously.

HERITAGE, ARTS & CULTURE STRATEGIC PLAN

JANUARY 25, 2017

H.A.C. ROLE:

Our role as a Heritage, Arts and Culture Committee will be to coordinate arts and culture within the community and facilitate networking amongst artists and the creative community in Drumheller. We will strive to promote Drumheller's Heritage and Culture through numerous platforms and foster a positive, robust relationship with artists, musicians, historians and cultures throughout the valley.

The Committee would support a variety of events and activities which are inclusive of all groups (Youth, Seniors, Ethnic Communities etc.) and engage the residents in these activities.

The Drumheller Heritage Arts and Culture Committee are committed to developing and fostering creativity and cultural awareness within the valley. This will be achieved in the following ways:

CULTURAL HUBS:

We will develop creative hubs within the community where artists and people of the arts can gather for inspiration and support.

- The Heritage, Arts and Culture committee will advocate for the creation of these creative hubs.
- Preference would be given to the downtown of Drumheller since many of the existing galleries and murals are already located there.
- Promote heritage and creative hubs through various platforms.

CULTURAL FESTIVALS:

The Heritage, Arts and Culture committee would also support the creation of cultural festivals to showcase the diversity of Drumheller and surrounding area.

- The Heritage, Arts and Culture Committee will facilitate the development of a cultural festival, which would be similar to the existing Spring and Fall Sports, Recreation and Arts Expos.
- This would be an annual festival featuring traditional cultural foods, dancing, music and more.
- Plans are to host this festival in 2018, allowing for time to access funds for promotion on various platforms.

Agenda Item # 2.6

- In addition, it would be held in autumn to help extend the tourism season in Drumheller.

FINANCIAL SUPPORT:

- Enable funding for Arts & Culture by advocating a Budget for funding Arts & Culture.
- Minimize barriers to participate in Arts & Culture.

COMMUNICATIONS:

- Town website to register events and activities.
- Provide a Heritage, Arts & Culture Newsletter.
- Use Social Media to promote inclusive events and activities.
- Connect with creative community.
- Celebrate artists and Cultures in the community.
- Hold functions with Cultural groups.
- Promote awareness of Arts & Culture.

BEAUTIFICATION OF DRUMHELLER:

- Encourage restoration and revitalization.
- Work with Economic Development to beautify Downtown.
- Artists creating Murals.
- In Partnership with Economic Development, make recommendations to council to restore and revitalize Downtown.

Conclusion:

Our Vision & Mission is to promote the arts and cultural environment in Drumheller while preserving our Heritage.

Agenda Item # 2.7



Town of Drumheller REQUEST FOR DECISION

TITLE:	MUNICIPAL PLANNING COMMISSION APPOINTMENT
DATE:	October 26, 2018
PRESENTED BY:	Darryl Drohomerski
ATTACHMENT:	

SUMMARY

The Municipal Planning Commission has one vacancy. Scott Kuntz has resubmitted his name. Scott has served one term of three years.

RECOMMENDATION:

Administration recommends Scott Kuntz be reappointed to the Municipal Planning Commission.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that Town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan. Volunteer appointments are necessary to ensure the success of Drumheller's Municipal Planning Commission.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Good governance.

COMMUNICATION PLAN:

Board appointments are posted on the Town's website.

MOTION:

That Council approve the reappointment of Scott Kuntz to the Municipal Planning Commission for a further term of three years expiring on the date of Council's 2021 Annual Organizational Meeting.

Prepared By: Linda Handy,
Executive Assistant


Approved By: Darryl Drohomerski
Chief Administrative Officer



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER

Agenda Item # 2.7



**APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS**

RESUBMIT

Date OCT 5 2015

Board applied for Municipal Planning Committee

Name of Applicant Scott Kuntz

Full Address _____ Postal Code _____

Length of Residency in Town 16 years

Phone (403) _____ -mail Address _____ @ com

Past Service on Similar Boards MPC, chamber of commerce,
Hospital Foundation board

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 been involved in various
aspects of buying land and building
structures for the purpose of businesses

Scott Kuntz
Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

Agenda Item # 2.8



Town of Drumheller REQUEST FOR DECISION

TITLE:	DRUMHELLER MUNICIPAL AIRPORT APPOINTMENTS
DATE:	October 26, 2017
PRESENTED BY:	Darryl Drohomerski
ATTACHMENT:	Bylaw 33.08 Establishment of Airport Commission

SUMMARY

The Drumheller Municipal Airport has three vacancies on the Commission. Four applications have been received. Three applications are from previous members who wish to resubmit their names: Colin Jensen who has served two terms (6 years); Don Osterguard who has served 4 terms (12 years); and Peter Cardamone who has served 4 terms (12 years). The fourth application was submitted by one of the owners of Fox Coulee Aviation. It is confirmed that the Airport Manager can only act in an advisory capacity.

RECOMMENDATION:

Administration recommends the reappointment of three members to the Airport Commission.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that Town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan. Volunteer appointments are necessary to ensure the success of Drumheller's Municipal Airport.

STRATEGIC POLICY ALIGNMENT:

Good governance.

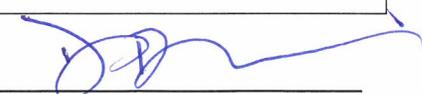
COMMUNICATION PLAN:

Board appointments are posted on the Town's website.

MOTION:

That Council approve the reappointments of Colin Jensen, Don Osterguard and Peter Cardamone for a term of three years to the Drumheller Municipal Airport Commission expiring on the date of Council's 2021 Annual Organizational Meeting.

Prepared By: Linda Handy,
Executive Assistant



Approved By: Darryl Drohomerski
Chief Administrative Officer

Agenda Item # 2.8
resubmit 2018



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date Nov 12/15

Board applied for Airport Commission

Name of Applicant Colin Jensen

Full Address _____ Postal Code T0J 0Y0

Length of Residency in Town 4 years

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards 2 years on airport commission

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

Am a private pilot, lease hangar lot at the
airport

Signature of Applicant _____

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

www.dinosaurvalley.com

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



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date SEPTEMBER 30-2015

Board applied for Airport Commission

Name of Applicant PETER CARDAMONE

Full Address --- DRUMHELLER AB Postal Code T0J 0Y0

Length of Residency in Town 52 years

Phone (403) - _____ E-mail Address _____

Past Service on Similar Boards Airport, Drum Minor Hockey Ass.

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

- business owner, AIRCRAFT + HANGAR OWNER.
- residence 1 mile from Airport
- FAMILIAR WITH PAST + PRESENT AIRPORT ISSUES
- FLEXIBLE SCHEDULES TO ATTEND MEETINGS

Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

www.dinosaurvalley.com

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



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS

Date 01 November 2015

Board applied for Airport Commission

Name of Applicant Donald Ostergard

Full Address Drumheller AB Postal Code T0J 0Y0

Length of Residency in Town Lifetime

Phone (403) 623-2122 E-mail Address don@ostergard.com

Past Service on Similar Boards Service on Airport Commission beginning 1999
Drumheller Economic Development Task Force (A long time ago)

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

Active, instrument rated pilot with extensive experience flying into airports of all sizes throughout North & Central America

Served Canadian Seed Growers' Association 27 years, including as National President

Provided expert testimony before Committee hearings, House of Commons & Senate

Director, Western Grains Research Foundation, lots of other industry/educational involvement.

Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

Agenda Item # 2.8

TOWN OF DRUMHELLER BY-LAW NUMBER 33.08

BEING A BY-LAW OF THE TOWN OF DRUMHELLER TO ESTABLISH AN AIRPORT COMMISSION FOR THE PURPOSE OF OPERATING THE DRUMHELLER MUNICIPAL AIRPORT.

WHEREAS it has been considered necessary to construct, upgrade and maintain aviation facilities in the Drumheller trading area, and

WHEREAS it has been agreed that the Airport be owned and operated by the Town of Drumheller, and

NOW THEREFORE, the Town Council of the Town of Drumheller duly assembled and pursuant to the provisions of the Municipal Government Act, hereby enacts as follows:

1. That an Airport Commission to be known as the Drumheller Municipal Airport Commission is hereby established.
2. The Drumheller Municipal Airport Commission shall consist of the following:
 - a) One member of Town Council;
 - b) Chief Administrative Officer of the Town;
 - c) Five members from the community at large;
 - d) Other members to act in an advisory capacity as deemed necessary by the Town Council. These advisory members shall not have voting privileges.

3. TERM OF MEMBERSHIP

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.

4. VACANCIES

Any vacancy arising from any cause shall be filled by Council as soon as reasonably possible for Council to do so.

5. DISQUALIFICATIONS

- a) A person is disqualified from remaining a member of the Board if such person is absent for more than 25% of the Board meetings within any calendar year.
- b) Notwithstanding the above, a person is not disqualified if his absence is authorized by a resolution of the Board.

Agenda Item # 2.8

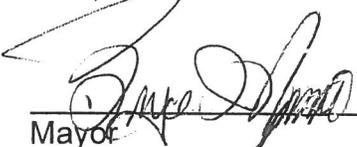
Town of Drumheller
Bylaw 33.08
Page 2

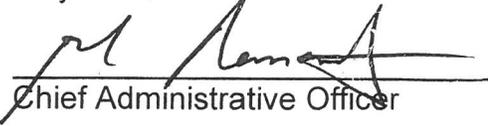
6. The Commission is hereby authorized to make any necessary applications for Provincial and Federal funding for the purpose of upgrading and constructing improvements to the existing Airport.
7. The Commission is hereby authorized to operate the said Airport on such terms and conditions as may be delegated by the Town Council, and in accordance with Ministry of Transport Public Airport certification standards.
8. The Commission is hereby authorized to establish an Airport Vicinity Protection Area for the Airport and adjacent lands.
9. This By-law takes effect on the date of the third and final reading.
10. This By-law shall repeal Bylaw 21-87 of the Town of Drumheller.

READ A FIRST TIME this 27th day of October, 2008.

READ A SECOND TIME this 27th day of October, 2008.

READ A THIRD AND FINAL TIME this 27th day of October, 2008.



Mayor

Chief Administrative Officer

Agenda Item # 2.9



Town of Drumheller REQUEST FOR DECISION

TITLE:	DRUMHELLER POLICING COMMITTEE APPOINTMENTS
DATE:	October 24, 2018
PRESENTED BY:	Darryl Drohomerski, CAO
ATTACHMENT:	

SUMMARY

The Committee has four vacancies for public at large members from within the Drumheller boundaries.

The terms of membership for the Policing Committee states as follows:

"The Committee shall consist of nine (9) voting members who shall be appointed by resolution of Council as follows: (a) Five (5) members selected from the public at large as residents of the Town of Drumheller; (b) One (1) Mayor or designate by resolution of the Town of Drumheller, Municipal Council (c) Three (3) public members selected to a maximum of one (1) from any of the following communities, as defined within the boundaries of the Drumheller Detachment, RCMP – Starland County, ~~Kneehill County~~(do not wish to participate), the Village of Delia, the Village of Morrin, the Village of Carbon and the Village of Munson. 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."

Over the past two years, the Town has received four applications for the public at large members from the Drumheller area of which three are new applications: Don Loro, Kalan Sykes and Keith Hodgson; and one from current member: Larry Coney.

RECOMMENDATION:

The Policing Committee has reviewed the applications and is recommending the re-appointment of Larry Coney and the appointments of Don Loro, Kalan Sykes and Keith Hodgson all for a three year term.

DISCUSSION (OPTIONS / BENEFITS / DISADVANTAGES):

Volunteering for Town of Drumheller Boards and Committees is an important way to ensure that Town business operates in an open and transparent way, as identified in the Municipal Sustainability Plan. Volunteer appointments are necessary to ensure the success of the Drumheller Policing Committee.

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Good governance.

COMMUNICATION PLAN:

Board appointments are posted on the Town's website.

MOTION:

That Council accept the recommendation of the Policing Committee and approve the reappointment of Larry Coney and the appointments of Don Loro, Kalan Sykes and Keith Hodgson all for a three year term.

Prepared By: Linda Handy,
Executive Assistant



Approved By: Darryl Drohomerski
Chief Administrative Officer



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



**APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS**

RESUBMIT

Date Sept 26, 2018

Board applied for Police Committee

Name of Applicant Larry C. Coney

Full Address _____, Drumheller, AB Postal Code T0J 0Y4

Length of Residency in Town 36 years

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards 2 years on the Police Committee

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 been the Chair person of the Police Committee for the past year. I served with Correctional Service of Canada for 33 year and have experience in Security, Politics and other policing factions.

Larry C. Coney
Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON
TOWN PUBLIC SERVICE BOARDS

Date OCT 20, 2017

Board applied for TOWN POLICING COMMITTEE

Name of Applicant KEITH HODGSON

Full Address _____ Postal Code T0J 2V0

Length of Residency in Town 5 YEARS

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards SDAB (starting 3rd term), KIN CANADA FOUNDATION, VARIOUS KINSMEN CLUBS.

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 PROJECT MANAGER WITH EXPERIENCE LEADING LARGE TEAMS AND BUDGETS. CUSTOMER FOCUSED WITH GOALS OF ACHIEVING TARGETS AND MEETING EXPECTATIONS. INVOLVED IN COMMUNITY THROUGH FIRE DEPARTMENT AND COMMUNITY SERVICE GROUPS. SPOUSE WORKED FOR RCMP 25+ YEARS.

Signature of Applicant
Keith C Hodgson

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

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

www.dinosaurvalley.com



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date 28 Oct 2016
D/M/Y

Board applied for POLICING COMMITTEE

Name of Applicant Don Loro

Full Address _____ Postal Code ALTA

Length of Residency in Town 71

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards AIRPORT COMMISSION BOARD

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

BORN IN WAYNE HOSPITAL IN 1945. I HAVE
LIVED IN THE VALLEY ALL OF MY LIFE EXCEPT
FOR APPRENTICING IN THE AUTOMOTIVE TRADE.
WORKED AT DRUMHELLER INSTITUTION FOR 33 YRS.
25 YRS OF THIS SERVICE WAS SERVED AS A KEEPER
(CORRECTIONAL SUPERVISOR), FIREARMS INST. ETC

Don Loro
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

RFD - Appointment to Police
Committee



DRUMHELLER

CHIEF ADMINISTRATIVE OFFICER



APPLICATION TO SERVE ON TOWN PUBLIC SERVICE BOARDS

Date October 25, 2016

Board applied for Policing Committee

Name of Applicant Kalan Sykes

Full Address Drumheller Alberta Postal Code T0J-0Y0

Length of Residency in Town 15 years

Phone (403) _____ E-mail Address _____

Past Service on Similar Boards Drumheller community Learning Society from May 2015 - Present.

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 ran for town council in the past and plan on running again in 2017. I love my community and would be extremely grateful to have the opportunity to help keep the town a safe place for all who reside and visit our valley.

Kalan Sykes
Signature of Applicant

Return Email Address: lhandy@dinosaurvalley.com

Personal Information is being collected for the purpose of appointing individuals to Town public service boards pursuant to the provisions of the Municipal Government Act and its regulations, and pursuant to Section 34(2) of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of your personal information, you may contact the F.O.I.P. Coordinator at (403)823-1339.

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

www.dinosaurvalley.com

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