

# **Town of Drumheller COUNCIL MEETING AGENDA**

**November 18, 2013 at 4:30 PM  
Council Chamber, Town Hall  
224 Centre Street, Drumheller, Alberta**



Page

## **1.0 CALL TO ORDER**

## **2.0 MAYOR'S OPENING REMARK**

## **3.0 PUBLIC HEARING**

## **4.0 ADOPTION OF AGENDA**

## **5.0 MINUTES**

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

3-7 5.1.1 Organizational Council Meeting Minutes of November 4, 2013

8-10 5.1.2 Regular Council Meeting Minutes of November 4, 2013

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

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

## **6.0 DELEGATIONS**

6.1 Drumheller Association of Skateboarding Enthusiasts

## **7.0 COMMITTEE OF THE WHOLE RECOMMENDATIONS**

## **8.0 REQUEST FOR DECISION REPORTS**

### **8.1. CAO**

### **8.2. DIRECTOR OF INFRASTRUCTURE SERVICES**

**8.3. DIRECTOR OF CORPORATE SERVICES**

**8.4. DIRECTOR OF COMMUNITY SERVICES**

8.4.1 Overview of Palliser Regional Municipal Services Mapping Website

**9.0 PRESENATION OF QUARTERLY REPORTS BY ADMINISTRATION**

**10.0 PUBLIC HEARING DECISIONS**

**11.0 UNFINISHED BUSINESS**

**12.0 NOTICE OF MOTION**

**13.0 COUNCILLOR REPORTS**

13.1 Councillor Jay Garbutt - Community Outreach

**14.0 IN-CAMERA MATTERS**

**Town of Drumheller  
ORGANIZATIONAL MEETING  
MINUTES**

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



**PRESENT:**

**MAYOR:**

Terry Yemen

**COUNCIL:**

Jay Garbutt

Lisa Hansen-Zacharuk

Patrick Kolafa

Tara McMillan

Sharel Shoff

Tom Zariski

**CHIEF ADMINISTRATIVE OFFICER/ENGINEER:**

Ray Romanetz

**DIRECTOR OF INFRASTRUCTURE SERVICES:**

Allan Kendrick

**DIRECTOR OF COMMUNITY SERVICES:**

Paul Salvatore

**RECORDING SECRETARY:**

Linda Handy

**ABSENT: DIRECTOR OF CORPORATE SERVICES:**

Byron Nagazina

**1.0 CALL TO ORDER**

Mayor T. Yemen called the Organizational Meeting to order at 4:35 PM and asked Mr. Colin Kloot, to preside over the swearing in ceremony for Mayor and Councillors.

**2.0 SWEARING IN CEREMONY**

**2.1. OFFICIAL OATH**

Mr. Colin Kloot was present to swear in the Mayor and Council members.

Jay Garbutt

Lisa Hansen-Zacharuk

Patrick Kolafa

Tara McMillan

Sharel Shoff

Tom Zariski

Terry Yemen

**2.2. PASSING THE CHAIN OF OFFICE**

Mr. Colin Kloot passed the Chain of Office to Mayor Terry Yemen

**2.3. APPROVAL OF DEPUTY MAYOR ROSTER**

**2.3.1 Roster for Deputy Mayor**

**MO2013.ORG1** Shoff, Hansen-Zacharuk moved that Council approve the Deputy Mayor Roster as presented. Carried unanimously.

**2.4. OFFICIAL OATH OF DEPUTY MAYOR**

Mr. Colin Kloot swore in Councillor Jay Garbutt as Deputy Mayor for the months of November and December, 2013.

**3.0 MAYOR'S REMARKS**

Mayor Terry Yemen thanked Mr. Colin Kloot for taking part in the swearing in of Council. He extended congratulations to the new Councillors and wished them the very best in their term of office.

**4.0 PRESENTATIONS TO FORMER COUNCILLORS**

Mayor Terry Yemen presented a plaque and gift to Doug Stanford and Deputy Mayor Jay Garbutt presented a plaque and gift to Andrew Berdahl.

Mayor T. Yemen and Deputy Mayor J. Garbutt extended their appreciation to the outgoing Councillors for their service to the community and term on Council.

**5.0 APPOINTMENTS - RESOLUTION OF COUNCIL**

**5.1. COUNCIL BOARDS**

**5.1.1 RFD - Council Board Appointments**

Mayor T. Yemen presented the Town's 2013/14 Council Board Appointments as follows:

Airport Commission  
Municipal Planning Commission

Palliser Regional Municipal Services  
Drumheller Chamber of Commerce  
Drumheller & District Solid Waste  
Management Association

Valley Bus Society

Patrick Kolafa  
Tom Zariski  
Sharel Shoff  
Sharel Shoff  
Terry Yemen

Patrick Kolafa  
Ray Romanetz  
Tara McMillan

## **Agenda Item # 5.1.1**

### **Drumheller Public Library Board**

Alan Kendrick  
Patrick Kolafa

Community Futures  
Community Advisory Committee - RCMP  
Police Committee  
Crime Stoppers  
Citizens on Patrol  
Drumheller Agriculture & Stampede Board  
Drumheller & District Seniors Foundation  
Drumheller Housing Administration  
Sub-division and Development Appeal Board

Sharel Shoff  
Tom Zariski  
Tom Zariski  
Tom Zariski  
Tom Zariski  
Lisa Hansen-Zacharuk  
Tom Zariski  
Jay Garbutt  
Jay Garbutt

Disaster Service Committee

Lisa Hansen-Zacharuk  
Patrick Kolafa  
Jay Garbutt

Communities in Bloom

Terry Yemen

Community Standards Appeal Committee

Lisa Hansen-Zacharuk

Tara McMillan

Jay Garbutt

Terry Yemen

Assessment Review Board

Lisa Hansen-Zacharuk

Sharel Shoff

Economic Development Task Force

Lisa Hansen-Zacharuk

Terry Yemen

Tara McMillan

Red Deer River Municipal Users Group

Terry Yemen

Aqua 7 Steering Committee

Terry Yemen

Ray Romanetz

Revitalization Corporation

Terry Yemen

Sharel Shoff

Taxi Commission

Jay Garbutt

Patrick Kolafa

Heritage Steering Committee

Tom Zariski

Drumheller & District Humane Society

Tara McMillan

Badlands Facility Fundraising Committee

Sharel Shoff

Lisa Hansen-Zacharuk

**Provincial Appointments**

Canadian Badlands Ltd.

Terry Yemen-Executive

Patrick Kolafa-Shareholder

Jay Garbutt-Shareholder

**MO2013.ORG2** Hansen-Zacharuk, Shoff moved that the Council Board Appointments be adopted as presented. Carried unanimously.

**5.2. MUNICIPAL PLANNING COMMISSION – No submissions.**

**5.3. SUBDIVISION AND DEVELOPMENT APPEAL BOARD**

**5.3.1 RFD - SDAB Appointments**

R. Romanetz advised that 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 submitted their names: Jerry Brett, Don Guidolin and Karen Ann Bertamini. All three individuals have previously serviced on this board.

**MO2013.ORG3** Garbutt, Hansen-Zacharuk moved that Council approve the appointments of Jerry Brett, Don Guidolin and Karen Ann Bertamini to the Subdivision and Development Appeal Board for a term expiring on the date of the Council's 2014 Annual Organizational Meeting. Carried unanimously.

**5.4. DRUMHELLER HOUSING ADMINISTRATION**

**5.4.1 RFD - Drumheller Housing Administration Appointment**

R. Romanetz advised that 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.

**MO2013.ORG4** Shoff, McMillan moved 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. Carried unanimously.

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

**5.5.1 RFD - Drumheller Public Library Board Appointments**

R. Romanetz advised that 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 Library Board.

**MO2013.ORG5** Shoff, Kolafa moved 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. Carried unanimously.

**5.5.2 RFD - Marigold Regional Library System Representative**

R. Romanetz advised that the Town 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 Alternative Representative. The term is for three years.

**MO2013.ORG6** Hansen-Zacharuk, Garbutt moved 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. Carried unanimously.

**6.0 CLOSING REMARKS**

**7.0 ADJOURNMENT OF ORGANIZATIONAL MEETING**

**8.0 OFFICIAL COUNCIL PORTRAIT**

There being no further business, the Mayor declared the meeting adjourned at 5:40 PM.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

**Town of Drumheller  
COUNCIL MEETING  
MINUTES**

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



**PRESENT:**

**MAYOR:**

Terry Yemen

**COUNCIL:**

Jay Garbutt

Lisa Hansen-Zacharuk

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Ray Romanetz

**DIRECTOR OF INFRASTRUCTURE SERVICES:**

Allan Kendrick

**DIRECTOR OF COMMUNITY SERVICES:**

Paul Salvatore

**RECORDING SECRETARY:**

Linda Handy

**ABSENT: DIRECTOR OF CORPORATE SERVICES:**

Byron Nagazina

**1.0 CALL TO ORDER**

Mayor Yemen called the meeting to order at 4:55 PM.

**2.0 MAYOR'S OPENING REMARK**

Mayor Terry Yemen announced that Alto Awards - Badlands Passion Play won the "Tourism" event of the year and the Town won the "Community of the Year" award. Chris Curtis - Manager of Drumheller Tourism and Linda Digby - Atlas Coal Mine were in attendance and both stated that they are pleased that local organizations are joining together to enhance the marketing of Drumheller and area.

**3.0 PUBLIC HEARING**

**4.0 ADOPTION OF AGENDA**



**MO2013.134** Hansen-Zacharuk, McMillan moved to adopt the agenda as presented. Carried unanimously.

**5.0 MINUTES**

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

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**8.0 REQUEST FOR DECISION REPORTS**

**8.1. CAO**

**8.1.1 RFD - Ethical Guidelines**

R. Romanetz advised that in addition to the laws and duties imposed by legislation and the common law, Councils can benefit from a Code of Ethics to provide guidance as to the "do's" and "don'ts" of ethical behavior. Beyond laws which largely act to deter unethical behavior, ethical codes are a tool to promote ethical behavior.

To this effect the Alberta Urban Municipalities Association (AUMA) has "Ethical Guidelines of Conduct for Members of Council", which in turn have been adopted by member municipalities of the Association. The Guideline's purpose is "to outline certain basic rules for elected municipal government officials in Alberta so that they may carry out their powers, duties and functions with impartiality and dignity, recognizing that the functions of Council members is, at all times service to their community and the public". Former Councils have adopted these guidelines.

**MO2013.135** Hansen-Zacharuk, Zariski moved that Council adopt the Ethical Guidelines of conduct for Members of Council. Carried unanimously.

**8.2. Director of Infrastructure Services**

**8.3. Director of Corporate Services**

**8.4. Director of Community Services**

**9.0 PRESENTATION OF QUARTERLY REPORTS BY ADMINISTRATION**

- 9.1 CAO Quarterly Report from July to September, 2013
- 9.2 Director of Infrastructure Services' Quarterly Report from July to September, 2013
- 9.3 Director of Corporate Services' Quarterly Report from July to September, 2013
- 9.4 Director of Community Services' Quarterly Report from July to September, 2013

**10.0 PUBLIC HEARING DECISIONS**

**11.0 UNFINISHED BUSINESS**

**12.0 NOTICES OF MOTIONS**

**13.0 COUNCILLOR REPORTS**

- 13.1 Councillor Lisa Hansen-Zacharuk presented an overview of the Community Garden's proposal to relocate on land adjacent to Big Country Dental Clinic. Administration agreed to review the proposed location and the Town's in-kind support and provide a response to Council. A. Kendrick suggested that the ER lot in Bankview (former Doyle property) may be a more appropriate location for the community garden.

**14.0 IN-CAMERA MATTERS**

There being no further business, the Mayor declared the meeting adjourned at 5:55 PM.

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Mayor

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Chief Administrative Officer