



TOWN OF DRUMHELLER
ORGANIZATIONAL MEETING

AGENDA

TIME & DATE: 4:30 PM – Monday October 16, 2023

LOCATION: Council Chambers, 224 Centre St and ZOOM Platform and
Live Stream on Drumheller Valley YouTube Channel

1. CALL TO ORDER

2. ADOPTION OF AGENDA

2.1 Agenda for October 16, 2023 Organizational Meeting

Proposed Motion: That Council adopt the agenda for the October 16, 2023 Organizational meeting as presented.

3. COUNCIL BOARDS AND COMMITTEES

3.2 2023-2024 Committees and Boards Council Assignments
2023-2024 Deputy Mayor Schedule

[Request for Decision](#)

[Boards and Committees Schedule](#)

[Deputy Mayor Schedule](#)

Proposed Motion:

Move that Council approve the 2023-2024 Schedule of Council Committees and Boards and the 2023-2024 Roster of Deputy Mayor Appointments as presented.

4. CLOSED SESSION

5. ADJOURNMENT

Request for Decision

| | |
|----------------------|-----------------------------------------------------------------------------------------------------------|
| TITLE: | 2023 Organizational Meeting |
| DATE: | October 16, 2023 |
| DEPARTMENT: | Legislative Services |
| PRESENTED BY: | Denise Lines |
| ATTACHMENT: | Schedule of Council Committees and Boards, 2023 - 2024 Roster of Deputy Mayor Appointment, 2023 - 2024 |

BACKGROUND

In accordance with Section 192 (1) of the Municipal Government Act (MGA) R.S.A 2000, Chapter M-26 and *Bylaw 04.21 – Council & Committee Meeting Procedure Bylaw*, The Town of Drumheller holds an annual organizational meeting no later than two (2) weeks after the third (3rd) Monday in October.

The business of the annual organizational meeting is limited to:

- a. The appointment of Council members to committees and boards for a term of one (1) year; and,
- b. Establishing a roster for the appointment of Deputy Mayor.

APPOINTMENT OF COMMITTEES AND BOARDS

The proposed appointment of Councillors to Committees and Boards for 2023-2024 remains **mostly** unchanged from the previous year in order to increase continuity. The following changes in appointments is proposed:

- Removal of Councillor Lacher and Councillor Kolafa from the Economic Development Advisory Committee (EDAC) in order to align with the EDAC Terms of Reference (Bylaw 12.18).
- Appointment of Councillor Price and Councillor Zariski to the Palliser Intermunicipal Subdivision and Development Appeal Board (ISDAB), as they currently possess the required training for ISDAB board members.

Additionally, we have an agreement with the Central Alberta Regional Assessment Review Board (RARB). This Board hears Assessment appeals on our behalf, and like the Subdivision and Development Appeal Board it would be beneficial to have a Councillor that could participate on this Board if needed. The Councillor who volunteers to sit on the RARB is required to take ARB training pursuant to *Matters Relating to Assessment Complaints Regulation (AR 310/2009)* and *Ministerial Order M:001/14*. The ARB training is a one-day online course that will take place sometime next year.

ROSTER FOR DEPUTY MAYOR

The roster for the appointment of Deputy Mayor for 2023-2024 remains unchanged from the previous year.

RECOMMENDATION:

Council move to approve the *Schedule of Council Committees and Boards, 2023 – 2024* and the *Roster of Deputy Mayor Appointment, 2023 – 2024*.

DISCUSSION:

N/A

FINANCIAL IMPACT:

N/A

STRATEGIC POLICY ALIGNMENT:

Aligns with the Roles and Responsibilities of Council, as outlined in Policy #C-2-99, to represent the public interest, make informed decisions, and liase with external organizations

COMMUNICATION STRATEGY:

Changes in the appointment of Councillors to Committees and Boards will be updated on the Town of Drumheller Website.

MOTION:


Move that Council approve the 2023-2024 Schedule of Council Committees and Boards and the 2023-2024 Roster of Deputy Mayor Appointments as presented.

Mitchell Visser

Prepared by:
Mitchell Visser
Sr. Administrative Assistant

Denise Lines

Reviewed by:
Denise Lines
Manager of Legislative Services



Approved by:
Darryl Drohomerski, C.E.T.
Chief Administrative Officer



BOARDS AND COMMITTEES

| COUNCIL | Council Committees | | | | | | Regional Committees | | | | Task Force (Temporary Committees) | |
|-----------------------------|------------------------------------------------|------------------------------------------------|-------------------------------------|--------------------------------------------------------|------------------------------------------------------|--------------------------------------------------------|---------------------------------------------------------------------|-----------------------------------------|--------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------------------------------------|--------------------------------------------------------------------|
| Heather Colberg | Drumheller Municipal Airport Commission (DMAC) | Economic Development Advisory Committee (EDAC) | Emergency Management Committee | Intermunicipal Collaborative Framework (ICF) Committee | Drumheller Revitalization Company (Numbered Company) | Tourism Corridor and Community Standards Appeals Board | | | | | CN Trail Fundraising Task Force | Resiliency and Flood Mitigation Community Advisory Committee (CAC) |
| Lisa Hansen-Zacharuk | Taxi Commission | Economic Development Advisory Committee (EDAC) | | | | Tourism Corridor and Community Standards Appeals Board | Red Deer River Municipal Users Group (RDRMUG) | Chamber of Commerce | | | | |
| Pat Kolafa | | | Emergency Management Committee | Intermunicipal Collaborative Framework Committee (ICF) | | Tourism Corridor and Community Standards Appeals Board | Drumheller and District Solid Waste Management Association (DDSWMA) | Community Futures | | | CN Trail Fundraising Task Force | |
| Tony Lacher | Municipal Planning Commission (MPC) | | Emergency Management Committee | | | Tourism Corridor and Community Standards Appeals Board | Valley Bus Society | | | | | |
| Stephanie Price | Drumheller Public Library Board | Taxi Commission | | | | Tourism Corridor and Community Standards Appeals Board | Drumheller Stampede & Agricultural Society | Drumheller Community Learning Centre | | | Palliser Intermunicipal Subdivision and Development Appeal Board (SDAB) | |
| Crystal Sereda | Drumheller Housing Authority (DHA) | Drumheller Policing Advisory Committee (DPAC) | Municipal Planning Commission (MPC) | Intermunicipal Development Plan Board (IDP) | | Tourism Corridor and Community Standards Appeals Board | | Palliser Regional Municipal Services | | | CN Trail Fundraising Task Force | |
| Tom Zariski | | | | | Drumheller Revitalization Company (Numbered Company) | Tourism Corridor and Community Standards Appeals Board | Drumheller Area Health Foundation | Drumheller Standing Committee on Health | Drumheller and District Seniors Foundation | Palliser Intermunicipal Subdivision and Development Appeal Board (SDAB) | | |

As of October 16, 2023

BOARDS AND COMMITTEES

| Councillor | Council Committes | Regional Committees | Task Force (Temporary Committees) |
|------------------------|---------------------------------------------------------|-------------------------------------------------------------------------|---------------------------------------------------------------------|
| Heather Colberg | Drumheller Municipal Airport Commission (DMAC) | | CN Trail Fundraising Task Force (Rails to Trails) |
| | Economic Development Advisory Committee (EDAC) | | Resiliency and Flood Mitigation Community Advistroy Committee (CAC) |
| | Emergency Management Committee | | |
| | Intermunicipal Collaboaration Framework (ICF) Committee | | |
| | Drumheller Revitilization Compnay | | |
| | Tourism Corridor and Community Standards Appal Board | | |
| Lisa Hansen - Zacharuk | Economic Development Advisory Committee (EDAC) | Red Deer River Municipal Users Group (RDRMUG) | |
| | Taxi Commission | Drumheller & District Chamber of Commerce (DDCC) | |
| | Tourism Corridor and Community Standards Appal Board | | |
| Pat Kolafa | Emergency Management Committee | Drumheller & District Solid Waste Management Association (DDSWMA) | CN Trail Fundraising Task Force (Rails to Trails) |
| | Intermunicipal Collaboaration Framework (ICF) Committee | Community Futures Big Country | |
| | Tourism Corridor and Community Standards Appal Board | | |
| Tony Lacher | Emergency Management Committee | Valley Bus Society | |
| | Municipal Planning Commission (MPC) | Palliser Regional Municipal Services Board (Alternate) | |
| | Tourism Corridor and Community Standards Appal Board | | |
| Stephanie Price | Drumheller Public Library Board | Drumheller Stampede and Agricultural Society | |
| | Taxi Commission | Drumheller Community Learning Society | |
| | Tourism Corridor and Community Standards Appal Board | Palliser Intermunicipal Subdivision and Development Appeal Board (SDAB) | |
| Crystal Sereda | Drumheller Housing Authority (DHA) | Palliser Regional Municipal Services Board | CN Trail Fundraising Task Force (Rails to Trails) |
| | Municipal Planning Commission (MPC) | | |
| | Intermunicipal Development Plan Board (IDP) | | |
| | Drumheller Policing Advisory Committee (DPAC) | | |
| | Tourism Corridor and Community Standards Appal Board | | |
| Tom Zariski | Drumheller Revitalization Company | Drumheller Area Health Foundation | |
| | Tourism Corridor and Community Standards Appal Board | Drumheller and District Seniors Foundation (DDSF) | |
| | | Drumheller Standing Committee on Health | |
| | | Palliser Intermunicipal Subdivision and Development Appeal Board (SDAB) | |

Roster for Deputy Mayor 2023-2024

| | |
|---------------------------------|---------------------|
| Councillor Stephanie Price | November – December |
| Councillor Patrick Kolafa | January – February |
| Councillor Tony Lacher | March – April |
| Councillor Crystal Sereda | May – June |
| Councillor Lisa Hansen-Zacharuk | July – August |
| Councillor Tom Zariski | September - October |

as of October 16, 2023