



Town of Drayton Valley
Organizational Meeting of Council
October 28, 2015– 9:00 AM
Council Chambers

AGENDA

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1. Call to Order	
2. Additions to Agenda	
3. Adoption of Agenda	
4. Approval of 2016 Meeting Schedule	2 - 3
5. Approval of Council Committee Appointments	4 - 6
6. Appointment of Deputy Mayor	7
7. Adjournment	

AGENDA ITEM: 4	Approval of 2016 Meeting Schedule (Calendar Attached)
Department:	Administration
Presented by:	Councillor Shular
Support Staff:	Manny Deol

BACKGROUND:

The following schedule is being proposed for the meetings listed below:

Regular Meeting of Council

- Every third week, normally at 9:00 am falling on a Wednesday

Governance and Priorities Committee

- Wednesdays normally starting at 9:00 am, with the exception of the week of the Regular Meeting of Council
- The afternoon of the Regular Council Meeting (normally a Wednesday)
- No Management Meetings following the week of a Regular Meeting of Council.

Other Committees and Boards having Council representation may set their own times to meet as they deem necessary, and those Councillors involved will be notified accordingly.

MOTION:

I move that Council approve the attached 2016 schedule for Council/Committee meetings as presented.

2016 Meeting Schedule

January							February							March							April						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
					1 STAT	2		1	2	3	4 S	5	6			1	2 G&P	3 S	4	5						1	2
3	4	5	6 C/G&P	7 S	8	9	7	8	9 L	10 G&P	11 FCM	12	13	6	7	8 L	9 C/G&P	10	11	12	3	4	5	6	7 S	8	9
10	11	12 L	13	14	15	16	14	15 STAT	16	17 C/G&P	18	19	20	13	14	15	16	17	18	19	10	11	12	13 G&P	14	15	16
17	18	19	20 G&P	21	22	23	21	22	23	24	25	26	27	20	21	22	23 G&P	24	25 STAT	26	17	18	19	20 C/G&P	21	22	23
24	25	26	27 C/G&P	28	29	30	28	29						27	28 STAT	29 L	30 C/G&P	31			24	25	26 L	27	28	29	30
31																											

May							June							July							August						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
			4 G&P	5 S	6	7				1 C/G&P	2 S	3 FCM	4						1 STAT	2		1 STAT	2	3 C/G&P	4 S	5	6
8	9	10 L	11 C/G&P	12	13	14	5	6	7	8	9	10	11	3	4	5	6 G&P	7 S	8	9	7	8	9 L	10	11	12	13
15	16	17	18	19	20	21	12	13	14 L	15 G&P	16	17	18	10	11	12 L	13 C/G&P	14	15	16	14	15	16	17 G&P	18	19	20
22	23 STAT	24	25 G&P	26	27	28	19	20	21	22 C/G&P	23	24	25	17	18	19	20	21	22	23	21	22	23	24 C/G&P	25	26	27
29	30	31 L					26	27	28	29	30			24	25	26	27 G&P	28	29	30	28	29	30	31			
														31													

September							October							November							December						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
				1 S	2	3					6 S	7	8			1	2 C/G&P	3 S	4	5					1 S	2	3
4	5 STAT	6	7 G&P	8	9	10	2	3	4	5	6 S	7	8	6	7	8 L	9	10	11 STAT	12	4	5	6	7 G&P	8	9	10
11	12	13 L	14 C/G&P	15	16	17	9	10 STAT	11 L	12 O/C/G&P	13	14	15	13	14	15	16 G&P	17	18	19	11	12	13 L	14 C/G&P	15	16	17
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23 C/G&P	24	25	26	18	19	20	21	22	23	24
25	26	27	28 G&P	29	30		23	24	25	26 G&P	27	28	29	27	28	29 L	30				25	26 STAT	27 STAT	28 G&P	29	30	31
							30	31																			

C	9:00 am Council Mtgs	G&P	Governance & Priorities Mtgs. *Every Third Wed 9:00 am **Wed – Council Day (if needed) Following the Reg. Council Meeting	S	8:30 am Staff Mtg.	AUMA Annual Convention October 5-7, 2015, Edmonton	FCM Annual Conference June 2-3, 2016, Winnipeg
L	10:00 am Leadership Mtgs			O	9:00 am Annual Organizational Meeting of Council	FCM Sustainable Communities Conference February 9-11, 2016, Ottawa	

Revised: September 17, 2015

AGENDA ITEM: 5	Council Committee Appointments
Department:	Administration
Presented by:	Councillor Fredrickson
Support Staff:	Manny Deol

BACKGROUND:

The distributed list of Standing Committees of Council is presented for review and appointment of Council representatives and alternates to each of these Committees.

It should be noted that a Resolution was passed at the May 17, 2000, Regular Meeting of Council stating that the Mayor may designate any member of Council to attend any Committee meeting and vote on behalf of the Town. This Resolution was passed to ensure that all Committee meetings have a member of the Drayton Valley Town Council present and capable of voting on behalf of the Town. Rare instances do arise where both the appointed representative and the alternate are unable to attend a meeting.

Once approved, the list of Committee appointments will be forwarded to the applicable organizations/groups, as well as advertised in the newspaper.

MOTION:

I move that Council approves the appointment of the distributed list of Council members and alternates to the Standing Committees of the Drayton Valley Town Council as presented, taking into consideration that the Mayor can designate any member of Council to attend any Committee meeting and vote on behalf of the Town.

**Town of Drayton Valley
Approved Committee Structure
2016**

Mayor Glenn McLean
Deputy Mayor Eight Month Rotation for Each Councillor

External Committee	Council Member	Alternate	Meeting Frequency	Members
Agriplex Committee	Fayrell	Dean		1 Town Council Rep, 1 County Council Rep,
Aquatic Facility Fund Development Strategy Committee	Brandy Fayrell	Graham	Monthly as required	2 Town Council Reps, 2 County Council Reps, Town & County Admin.
Brazeau Senior's Foundation	Brandy	Deb	Monthly (daytime)	External & 1 Town Council Rep
Communities in Bloom Committee	Nicole	Brandy	TBA	External w/ 1 Town Council Rep
Community Adult Education Council (Norquest College)	Administration		TBA	External w/ 1 Town Council Rep
Community School Resource Officer (CSRO) Steering Committee	Nicole Deb	Fayrell	TBA	2 Town Council Reps, 2 County Council Reps, 2 Public School Reps, RCMP Staff Sergeant
Drayton Valley Community Foundation Board	Graham	Deb	Approx. 5 times per year (daytime)	External w/ 1 Town Council Rep
Drayton Valley Municipal Library (DVML) Board / Yellowhead Regional Library Board	Graham	Dean	3 rd Monday of every month (evening)	1 Town Council Rep & 1 County Council Rep, Members at Large, Town Admin.
Eagle Points Blue Rapids Parks Council	Fayrell	Brandy	Monthly (Evenings)	External w/ 1 Town Council Rep
Early Childhood Development Centre (Childcare Operational Board, ECDC)	Nicole	Fayrell	Every 3 rd Monday of the Month	1 Town Council Rep, Town Admin.
Eleanor Pickup Arts Centre Society	Nicole	Brandy	Monthly (with the exception of July & Aug), special meetings of sub-committees	External w/ 1 Town Council Rep
FCSS Advisory Board	Deb	Nicole	Quarterly and/or as Required (daytime)	1 Town Council Rep, FCSS Staff, Members at Large
Healthy Community Coalition	Brandy	Nicole		

Homelessness and Poverty Reduction Strategy Committee	Deb	Graham		1 Town Council Rep,
Housing Committee (Joint)	Deb Dean	Graham	As required	2 Town Council Reps, 2 County Council Reps, 2 Breton Council Reps
Housing Authority (joint with County) to be established 2014/15	Deb Dean	Graham		
Legacy Committee	Nicole Dean	Graham		Sunset in 2017
North Saskatchewan Watershed Alliance/Headwaters	Fayrell	--- Admin	approximately 9 times per year	1 Town Council Rep, 1 Town Admin
Pembina Physician Recruitment & Retention Committee	Fayrell	Deb	4th Monday of every month at 7pm	1 Town Council Rep, 1 County Council Rep
Tourism Authority (joint with County) to be established 2014/15	Brandy Graham	Nicole		
Pembina Area Synergy	Deputy Mayor			

Internal Committee	Council Member	Alternate	Meeting Frequency	Members
Clean Energy & Technology Centre (CETC) Committee	Graham Dean	Brandy		2 Town Council Reps, Town Admin
Economic Development Committee	Nicole Graham	Dean		2 Town Council Reps, Town Manager, Economic Development Staff
Housing Committee	Deb Dean	Graham		
Sustainability Committee	Fayrell Dean	Nicole		2 Town Council Reps, Town Admin
Waste Management Committee	Brandy Deb	Dean		2 Town Council Reps, Town Admin

Mayor's Committee's	Dates
Northern Alberta Mayors and Reeves Mayor's Advisory Committee West Central Mayors/Reeves Central Alberta Mayors/Reeves	Meet 4 – 5 times a year (Evenings)

**** The Mayor serves as an Ex-Officio member of all committees****

AGENDA ITEM: 6	Appointment of Deputy Mayor
Department:	Administration
Presented by:	Councillor Long
Support Staff:	Manny Deol

BACKGROUND:

The position of Deputy Mayor for the Town of Drayton Valley is done on a rotating basis for a term of eight months, with the upcoming term running from November 1, 2015, to June 30, 2016.

In the past, order of rotation was based on the number of votes each Councillor received in the election in descending order as follows:

- Councillor Nicole Nadeau November 1, 2013 – June 30, 2014
- Councillor Graham Long July 1, 2014 – February 28, 2015
- Councillor Dean Shular March 1, 2015 – October 31, 2015
- Councillor Fayrell Wheeler November 1, 2015 – June 30, 2016
- Councillor Debra Bossert July 1, 2016 – February 28, 2017
- Councillor Brandy Fredrickson March 1, 2017 – October 31, 2017

Council is being asked to appoint Councillor Fayrell Wheeler as the next Deputy Mayor.

MOTION:

I move that Council approve the appointment of Councillor Fayrell Wheeler as Deputy Mayor for the Town of Drayton Valley for the period November 1, 2015, to June 30, 2016.