



Agenda

Call to Order

National Anthem

1.0 Additions to the Agenda

2.0 Adoption of Agenda

3.0 Corrections or Amendments:

3.1. December 9, 2015, Regular Meeting of Council Minutes 3-9

4.0 Adoption of:

4.1. December 9, 2015, Regular Meeting of Council Minutes

5.0 Delegations

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6.0 Public Time

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Regular Meeting of Council

January 6, 2016

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9.2.	Community Services & FCSS	Annette Driessen
9.3.	Emergency Services	Tom Thomson
9.4.	Administration	
	• Legislative Services	Chandra Dyck
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	• Communications and Marketing	Tyler Russell
	• Information Services	Nesen Naidoo
	• CAO Report	Dwight Dibben
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10.1.	Councillor Bossert	
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10.3.	Councillor Nadeau	
10.4.	Councillor Long	
10.5.	Councillor Shular	
10.6.	Councillor Wheeler	
10.7.	Mayor McLean	
11.0	Adjournment	



Meeting Minutes

THOSE PRESENT:

Mayor McLean
Deputy Mayor Wheeler
Councillor Long
Councillor Shular
Councillor Bossert
Councillor Fredrickson
Dwight Dibben, Chief Administrative Officer
Annette Driessen, Director of Community Services
Ron Fraser, Director of Engineering & Planning
Tom Thomson, Director of Emergency Services
Shahid Mughal, Planning & Development Manager
Chandra Dyck, Legislative Services Coordinator

Clayton Seely, Director of Corporate Services
Kevin McMillan, Assistant Director of Corporate Services
S/Sgt. Malcolm Callihoo
Kristina Vallee, Bio-Mile Coordinator
Sabine Larcher, Administrative Assistant
Tyler Russell, Communications & Marketing Coordinator
Mamta Lulla, Drayton Valley Western Review
Members of the Public

ABSENT:

Councillor Nadeau
Nesen Naidoo, Assistant Town Manager
Manny Deol, COO CETC
Eric Burton, Economic Development Officer

CALL TO ORDER

Mayor McLean called the meeting to order at 6:10 p.m.

1.0 Additions to the Agenda

RESOLUTION #298/15

Councillor Shular moved to add the following item to the December 9, 2015, Regular Meeting of Council Agenda:

4.1.1. RCMP Stats for November 2015

CARRIED UNANIMOUSLY

2.0 Adoption of Agenda

RESOLUTION #299/15

Councillor Shular moved to adopt the December 9, 2015, Regular Meeting of Council Agenda as amended.

CARRIED UNANIMOUSLY

3.0 Corrections or Amendments:

3.1. November 18, 2015, Regular Meeting of Council Minutes

Councillor Bossert advised of some typographical corrections and asked to take out "National Conference of Teachers of English as a Second Language" under her report as she did not attend that conference in her capacity as a Town Councillor.

4.0 Adoption of:

4.1. November 18, 2015, Regular Meeting of Council Minutes

RESOLUTION #300/15

Councillor Long moved to adopt the November 18, 2015, Regular Meeting of Council Minutes as amended.

CARRIED UNANIMOUSLY

4.1.1. RCMP Stats for November 2015

S/Sgt. Callihoo presented Council with the statistics for November 2015 and highlighted some significant numbers. He pointed out that during December the RCMP is planning to do check stops every weekend and during the week if possible as well. S/Sgt. Callihoo reported that the Candy Cane Check Stop on December 3 was very successful.

Mayor McLean added that the Candy Cane Check Stop was good public information and suggested to include more authorities for next year's event.

5.0 Public Time

No comments were received.

6.0 Decision Items

6.1. Lease Agreement between the Town of Drayton Valley and NorQuest College

Councillor Shular explained that NorQuest College and the Town have finalized a Lease Agreement for NorQuest College's occupancy at the Clean Energy Technology Centre (CETC). The Lease Agreement outlines what space will be utilized by NorQuest and the expectations of both Tenant and Landlord for a period of three years. The lease term will commence May 1, 2016, for an annual rental rate of \$133,572.50 (plus GST). Utilities are included in the rental rate. However, NorQuest is responsible for their own telephones, internet, satellite, and cable services. Mrs. Vallee explained that this is necessary so NorQuest can follow their safety protocol. Mrs. Vallee also explained that conference rooms will be booked separately according to the fee list.

RESOLUTION #301/15

Councillor Shular moved that Council approve the Lease Agreement between NorQuest College and the Town of Drayton Valley.

CARRIED UNANIMOUSLY

6.2. Community School Resource Officer Agreement

Councillor Bossert explained that, following the October 7, 2015, Regular Meeting of Council, Administration was advised that the position would be more likely to be approved by K Division should it be applied for by the Town. This warranted a change in the Agreement as presented at the October 7, 2015, Meeting. Therefore, the previous motion authorizing Administration to proceed with the Agreement to be managed by Brazeau County needs to be rescinded and a new motion made for the revised Agreement.

Councillor Shular expressed his concerns about the long-term costs of getting another officer especially in connection with a new RCMP building in the near future. Mayor

McLean explained that S/Sgt. Callihoo assured that any costs of the new position will be tracked closely and separately to have full transparency.

Fire Chief Thomson explained the position could be filled early next year, pending approval of the Agreement today, as there is already a potential member at the RCMP who could fill this position. Otherwise, it is likely to take until fall 2016 to fill it. He further explained that each party is still bound to the cost-sharing agreement even if one party chose to terminate.

Mr. Dibben asked if the Agreement would bring an ongoing obligation for the Town to carry on with the position or if the position can be terminated. Mayor McLean pointed out that the Town has a choice to continue the position at the end of Agreement or to discontinue it.

RESOLUTION #302/15

Councillor Bossert moved that Council rescind Resolution 248/15 and Amending Resolution 249/15 which reads "*Councillor Nadeau moved that Council supports the application with Brazeau County and Wild Rose School Division No. 66 for a three (3) year CSRO enhanced police service position contracted through the RCMP and contingent upon the position being administered by Brazeau County*".

CARRIED

OPPOSED: Councillor Shular

IN FAVOUR: Councillors Bossert, Fredrickson, Long, Wheeler, and Mayor McLean

RESOLUTION #303/15

Councillor Bossert moved that Council authorize Administration to apply for a three (3) year CSRO enhanced police service position contracted through the RCMP in keeping with the terms of the Agreement regarding the CSRO position.

CARRIED

OPPOSED: Councillor Shular

IN FAVOUR: Councillors Bossert, Fredrickson, Long, Wheeler, and Mayor McLean

6.3. Town Grant Policies

Councillor Long explained that Administration has revised the grant policies for the Roger Coles Memorial Youth Sports Grant and the Support Grants for Community Events to include a quarterly application/adjudication schedule. This quarterly schedule ensures funds are available through a more equitable allocation process. In addition, Administration has prepared a new Youth Arts, Heritage and Culture Grant in keeping with the goal of the Community Sustainability Plan to ensure "Youth are involved in the community and provided with the resources and supports to succeed."

Councillor Fredrickson asked if remaining funds of a quarter will be carried into the next quarter. Ms. Driessen explained that funds will be rolled over to next period. Councillor Fredrickson asked about in kind services and Ms. Driessen explained that minor requests like door prizes would not be considered as being funded through these grants.

RESOLUTION #304/15

Councillor Long moved that Council approve the Roger Coles Memorial Youth Sports Grant A-01-13 as presented.

CARRIED UNANIMOUSLY

RESOLUTION #305/15

Councillor Long moved that Council approve the Support Grants for Community Events A-01-01 as presented.

CARRIED UNANIMOUSLY

RESOLUTION #306/15

Councillor Long moved that Council approve the Youth Arts, Heritage and Culture Events Grant A-16-15 as presented.

CARRIED UNANIMOUSLY

6.4. 2016 Interim Budget

Councillor Wheeler explained that Administration has recommended approval of the 2016 Interim Operating & Capital Budgets for the Town of Drayton Valley as presented on December 9, 2016.

Mr. Seely presented Council with a PowerPoint regarding the interim operating and capital budgets for 2016 which will see an anticipated increase of 2.75% for property tax, 3.5% for water and sewer rates, and 3% for most other fees. The final budget will be presented to Council in April 2016.

RESOLUTION #307/15

Councillor Wheeler moved that Council approve the 2016 Interim Operating & Capital Budget as presented for the Town of Drayton Valley with Total Revenues of \$27,396,087 and Capital Expenditures and Financing of \$29,452,000.

CARRIED UNANIMOUSLY

6.5. 2016 Fee Schedule

Councillor Fredrickson explained that Administration has recommended approval of the 2016 Interim Fee Schedule for the Town of Drayton Valley as presented on December 9, 2016, which reflect an increase of 3.5% as explained by Mr. McMillan.

RESOLUTION #308/15

Councillor Fredrickson moved that that Council approve the 2016 Interim Fee Schedule for the Town of Drayton Valley as presented.

CARRIED UNANIMOUSLY

Mayor McLean called a break at 7:06 p.m.

Mayor McLean reconvened the meeting at 7:17 p.m.

7.0 Information Items

- | |
|---------------------------------------------------------------------------|
| 7.1. Councillor Fredrickson's Conference Report – Economic Sustainability |
| 7.2. Councillor Nadeau's Conference Report – Creative City Summit |
| 7.3. Brazeau Seniors Foundation Meeting Minutes October 2015 |
| 7.4. Childcare Operational Board Meeting Minutes September 2015 |
| 7.5. STAR Catholic Board Highlights November 2015 |
| 7.6. Letter from Minister David Eggen re: former H.W. Pickup Site |

RESOLUTION #309/15

Councillor Long moved that Council accept the above items as information.

CARRIED UNANIMOUSLY

8.0 Department Reports

8.1. Planning & Development

Mr. Mughal advised Council that four Development Permits and two Business Licenses have been approved since the last Council meeting.

8.2. Engineering, Transportation & Sustainability

Mr. Fraser informed Council of the following updates:

- Construction on 43rd Avenue has been shut down for the winter.
- On Beckett Road, a catch basin will be installed next week.
- The tender for the Open Space Development is closed and a recommendation will be made to Council in January. Furthermore, the consultant is finishing the lighting plan and will bring forward three quotes.
- The bus hub work is completed and WRSD will start using it after the Christmas holidays. He added that the pavement painting was changed slightly from the original drafts, as a result of a discussion with the bus operators regarding safety.
- The first snow fall was handled well. Several snow haul trucks were contracted to assist the Town's staff.
- The work around the CETC is completed for this year.
- Safety installations, including the gate, are being completed at the Water Treatment Plant.

Council made the following inquiries:

- Mayor McLean requested that Administration inform the public about the new traffic patterns around the bus hub, especially in the immediate area.
- Councillor Wheeler asked if the opening of the bus hub would make a change of the priority snow removal routes necessary. Mr. Fraser explained that school roads are already priority level two and therefore should be cleared appropriately.
- Councillor Wheeler asked what development is taking place on 49 Street by 47 Avenue. Mr. Mughal explained that a duplex has been approved.
- Councillor Bossert pointed out the water problem at the intersection by Home Hardware and suggested to increase public safety measures. Mr. Fraser explained that engineering is working to resolve this problem.

8.3. Community Services & FCSS

Ms. Driessen explained that 2015 was a productive year and commented that Community Services will further focus on free accessible recreation opportunities in the future. She pointed out that the Recreation and Culture Master Plan workshop is scheduled for January 18 and the Poverty Simulator for January 28. Ms. Driessen will distribute a calendar with events for 2016. The application deadline for the three grants for the first quarter of 2016 will be extended to January 22.

8.4. Emergency Services

Fire Chief Thomson informed Council that the Candy Cane Check Stop was very successful and made the public aware of driving safe and being fire safe during the holidays.

8.5. Administration

- Legislative Services

Ms. Dyck had nothing to report.

- Economic Development

Mr. Burton was not present to give a report.

- Communications and Marketing

Mr. Russell informed Council that there are currently 932 downloads of the Town app. Both the public Branding Session at the end of November and at the Aurora Elementary School were successful. Another Branding Session with the Outreach School is planned for early 2016.

- CAO Report

Mr. Dibben advised Council that he was today in Calgary to represent the Town at the TOP Projects Award presentation for which the new Water Treatment Plant was nominated. All finalists will be recognized in the organization's next edition of their magazine. Mr. Dibben met with Wild Rose School Division Superintendent Brad Volkman on December 2.

9.0 Council Reports

9.1. Councillor Wheeler

- Pembina Physician Recruitment and Retention Committee meeting
- Aquatic Facility Fund Development Strategy Committee meeting

9.2. Councillor Bossert

- November 19: Drayton Valley Community Foundation AGM
- November 19: Meeting with MLA Mark Smith and business owners of oil industry
- November 20: Meeting re: resettlement of refugees
- November 21: CT4DV Foundation Festival & Gala
- November 25-27: FCSSAA Annual Conference
- November 30-December 1: Budget discussion
- December 5: Shakin' in Drayton Fundraiser Event for Humans Helping Humans
- December 7: FCSS final grant run and Homelessness and Poverty Reduction Strategy Committee meeting
- December 9: Dashboard meeting with Telus and IBM

9.3. Councillor Fredrickson

- Governance and Sustainability workshop at Augustana Faculty, University of Alberta
- Meeting with Councillor Long re: Tourism Authority

9.4. Councillor Nadeau

- Was not present to give a report

9.5. Councillor Long

- November 19: Drayton Valley Community Foundation AGM
- November 20: Light Up Parade
- November 26-27: Branding Sessions
- November 30-December 1: Budget discussion
- Branding Session at Aurora Elementary School
- December 5: Shakin' in Drayton Fundraiser Event for Humans Helping Humans

9.6. Councillor Shular

- November 22-29: Energy Academy Europe 2015 Convention and other meetings
- December: Legacy Project
- December 9: Cheque Presentation for CETC solar panels

9.7. Mayor McLean

- November 19: Drayton Valley Community Foundation AGM
- November 19: Sunrise Village Respite Program Grand Opening
- November 20: Pembina Crisis Connection Society – Breakfast with the Guys
- November 21: CT4DV Foundation Festival & Gala
- November 22-29: Energy Academy Europe 2015 Convention and other meetings
- November 30-December 1: Budget discussion
- December 3: Jail'n'Bail Fundraiser Event at Eldorado Elementary School
- December 4: Key Presentation Ceremony with Humans Helping Humans
- December 5: Shakin' in Drayton Fundraiser Event for Humans Helping Humans

10.0 Adjournment

RESOLUTION # 310/15

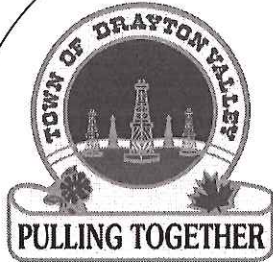
Councillor Shular moved that Council adjourn the December 9, 2015, Regular Meeting of Council at 7:59 p.m.

CARRIED UNANIMOUSLY

MAYOR

CHIEF ADMINISTRATIVE OFFICER

Next Meeting Jan. 6 / 2016



Town of Drayton Valley

Delegation Request Form

Name (s): Wade + Dana Wishloff
Organization: C+T Industries Ltd
Contact Number: 780-621-6364 Contact E-mail: ctindustries1td@telus.net
Mailing Address: Box 6742 Drayton Valley, AB T7A 1S1

dana.wishloff@gmail.com

Meeting you would like to attend as a Delegation (please check all that apply)*:

- ☒ Council Meeting
☐ Governance & Priorities Committee Meeting
☐ Special Meeting/Presentation
☐ Administration Meeting



* Request must be received a minimum of TWO WEEKS prior to the meeting being requested for; please refer to the Meeting Schedule for dates

Reason for Requesting Delegation:

(information only, request for funding, concern, etc)

Concern - Why the town isn't going local
with the paving contracts. Would
like to know why it's going to company
out of Edmonton.

Additional Information Provided

Please list the information you attached or included with your delegation request:

Please indicate any preference you have for meeting:

Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST

Reasons for Nomination:

Keith Warren has been living in Drayton Valley for 30 years; he has been a very active member of the community in many ways, from volunteering countless hours at the Nordic trails, helping at the senior center, and serving on numerous boards like the Pembina Physician Recruitment and Retention Committee. While raising his family and managing his construction company his passion for sustainable living has always been at the forefront. Keith has developed a new process of building straw bale homes that is not only energy saving, but eco friendly.

The technology involves super insulating existing older homes to a level that far exceeds the common construction standards of the day. The process entails wrapping the exterior of an existing home with straw bales and then refinishing the outside. There is no need to remove any of the old roof or walls so the R-value is dramatically increased with no invasive renovation to the interior of the home. While straw bales have been tried in the past, Keith has developed a new installation process that addresses the key issues to the short comings of pervious methods. His solution is so unique that he has been granted a North American patent and is applying for patents in Europe and Australia.

The process results in a huge reduction in energy consumption and a decrease in cost to maintain a comfortable interior temperature year round. Not only does the process keep the house warm in the winter, it keeps it cool in the summer. It also exhibits tremendous noise dampening qualities keeping the external sounds to a minimum. In Alberta straw is locally sourced and in abundance, creating an additional use for an otherwise discarded product. Repurposing older homes is an economic and environmentally friendly solution that helps breathes new life into older neighbourhoods and creates an inviting and sustainable community.

Keith's passion for the environment, evident down to his choice of lawn mower, shows his dedication to creating a more sustainable planet and makes him an excellent candidate for the Community Environmental Sustainability Award.

AGENDA ITEM: 7.1.	Women in Leadership Terms of Reference
Department:	Planning & Engineering (Sustainability)
Presented by:	Councillor Nadeau
Support Staff:	Danette Moulé

BACKGROUND:

The Women in Leadership program is a new initiative designed to give young women a competitive advantage in their community. Being a new program, a Terms of Reference (TOR) must be established and approved prior to the commencement of this program.

The Women in Leadership program's TOR was recently presented and discussed at a Governance & Priorities meeting. Following Council's suggestions for amendments to the TOR presented, Administration revised the TOR accordingly. Administration has now completed amendments to the TOR and is presenting it for Council's consideration.

MOTION:

I move that Council approve the Women in Leadership Terms of Reference as presented.

Women in Leadership

Terms of Reference

Purpose / Mandate

The Women in Leadership programme is an initiative that is designed to help young women develop skills that will give them a competitive advantage in their community.

Background

Women still face challenges realising positions of authority and competing in the business world both here in Drayton Valley, and in the world in general. Despite there being examples of women in positions of authority scattered throughout Alberta, Canada, and the world, the number of women in these positions compared to the number of men in such positions is still relatively low.

Goals / Objectives

This programme is focused on helping young women develop their leadership skills through exposing them to business, non-profit work, and municipal affairs. The programme has three pillars:

- 1) Mentorship by Councillors
- 2) Mentorship by leaders in the business community
- 3) Mentorship by leaders working in not for profit / other levels of government

Operations

The Women in Leadership programme is targeted at high school girls (girls in grades 10-12), but will allow for young adults in their 20s to participate if there is interest. The programme will run in four month periods, from Sept. – Dec., and from Feb. – May. During this time, the young women will complete all three pillars ideally once per month (therefore completing four sessions for each pillar). If time does not permit engagement in all three pillars every month, it may be possible to combine two sessions into one. Completing the pillars will require:

- Attending a Council meeting, G&P, or committee meeting at least once, and accompanying Councillors to other commitments as part of their civic roles
- Meeting with a professional business woman and working alongside her for a minimum of two hours each session
- Meeting with a woman working in the not-for-profit sector or other level of government and working alongside her for a minimum of two hours each session

Pillar 1: Mentorship by Councillors

Under this pillar, the participants would attend a Council meeting, G&P, or a committee meeting at least once. They may also accompany the Councillors as they perform their civic duties; this may include events, speaking engagements, etc. At the end of the four months, participants will do a casual presentation to Council highlighting their experience, and noting something they'd like Council to consider for the community.

Participants will be paired with one or two Councillors for the duration of their experience, and the Councillors will decide collaboratively with participants how they will engage in the civic process. This will depend largely on the participant's interests. The Mayor and Council will facilitate access to any town departments that would be of interest to them.

Pillar 2: Mentorship by leaders in the business community

Under this pillar, the young women will meet with a female member of the business community once per month, for a minimum of two hours each session, and for 3-4 times total. Meeting time would be chosen at the discretion of the mentor and mentee. During their time together, the mentor would expose the mentee to the professional working world, allowing them to shadow her and teaching them about things such as:

- A typical day in the office (staffing requirements, pay roll, doing taxes, confidentiality agreements, etc.)
- Developing a business plan, or understanding / implementing one already written
- Understanding the marketplace
- Event planning
- How to enter the working world
- Other things specific to your position

The Town would work with the mentor and mentee to develop appropriate milestones for each internship, to ensure that both participants are benefitting from the experience.

Pillar 3: Mentorship by leaders working in not-for-profit

Under this pillar, the young women will meet with either a woman in the local non-profit sector or other level of government once per month, for a minimum of two hours each session, and for 3-4 times total. Meeting times would be chosen at the discretion of the mentor and mentee. During their time together, the mentor would expose the participants to the world of community organisations / public service, allowing them to shadow the mentor and teaching them about things such as why community service is important, how their organisation operates, and what they provide to the community. The Town would work with the mentor and mentee to develop appropriate milestones for each mentorship, to ensure that both participants are benefitting from the experience.

Youth Advisory Council

The Youth Advisory Council is a separate programme, but will tie into the Women in Leadership programme, which will run parallel. From the pool of youth in the Women in Leadership programme, young women will be recruited to join a Youth Advisory Council, which will be made up of both boys & girls.

		SECTION	7
AGENDA ITEM: 7.2.	Lightstream Resources Ltd. Contribution Agreement Revision		
Department:	Community Services		
Presented by:	Councillor Long		
Support Staff:	Annette Driessen, Director of Community Services		

BACKGROUND:

In 2014, Lightstream Resources Ltd. made a \$300,000 contribution to the Aquatic Facility project. In the contribution agreement between Lightstream Resources and the Town of Drayton Valley, the payment of the contribution was to occur in two equal payments of \$150,000 over the years of 2016 and 2017.

Recently, Lightstream Resources Ltd. submitted a request to have the contribution agreement revised to have three equal payments of \$100,000 over the years of 2016, 2017 and 2018. This request was reviewed by the Aquatic Facility Fund Development Committee, and the Committee is recommending approval of the request.

Attached is the original agreement with the revision to the payment terms.

RECOMMENDATION:

That Council approve the revised payment terms for the contribution agreement with Lightstream Resources Ltd.

CONTRIBUTION AGREEMENT

This Contribution Agreement made in duplicate this day of , 20 .

BETWEEN:

The Municipal Corporation of the Town of Drayton Valley
(hereinafter called the "Town")

AND

Lightstream Resources Ltd.
(hereinafter called "Lightstream")

WHEREAS the Town plans to construct a new Aquatic Facility for the benefit of the Town and surrounding area (hereinafter called the "facility") and is in the development stage, following which the Town will proceed to engage engineers, advisors and contractors to design and build the facility;

AND WHEREAS Lightstream has pledged financial support to assist with the development and construction of the facility;

AND WHEREAS the Town and Lightstream wish to enter into an agreement to describe the financial contribution which Lightstream will make towards the total costs to complete the work to design and construct the facility;

Now therefore in consideration of the terms and conditions, and the mutual covenants and agreements hereinafter set forth, and the sum of TEN DOLLARS (\$10.00) now paid by each party to the other (the receipt and sufficiency of which is hereby acknowledged) the Town and Lightstream agree as follows:

1. Lightstream will pay to the Town a total financial contribution of THREE HUNDRED THOUSAND DOLLARS (\$300,000.00) to be applied towards the cost of designing and building the facility, paid to the Town by Lightstream as follows:
 - a. ONE HUNDRED THOUSAND DOLLARS (\$100,000) to be paid in 2016;
 - b. ONE HUNDRED THOUSAND DOLLARS (\$100,000) to be paid in 2017; and
 - c. ONE HUNDRED THOUSAND DOLLARS (\$100,000) to be paid in 2018.
2. All funds paid to the Town by Lightstream hereunder shall be applied to the costs associated with the design, planning, development and construction of the facility. The Town shall be responsible for any and all costs associated with the design, planning, development and construction of the facility which are in excess of Lightstream's total financial commitment.
3. Lightstream understands and acknowledges that Brazeau County may take the lead, or work in partnership with the Town, on the design, planning, development and construction of the facility and agrees that any such arrangement will not affect its contribution to the facility or obligations under this Agreement.

4. The Town and Lightstream agree to enter into a naming sponsorship agreement for a dedicated term for an area/space in the facility, and that Lightstream and the Town will work together to identify an appropriate area/space in the facility. The Town agrees to provide for the naming of a space in the facility for Lightstream Resources' contribution.
5. The Town will issue an official donation receipt to Lightstream for any payment made to the Town under this Agreement.
6. In the event that the Town declares the development of the facility to be abandoned prior to planning and construction, all payments made to the Town by Lightstream under this Agreement shall be repaid to Lightstream.
7. Notwithstanding anything contained herein to the contrary, the parties expressly acknowledge and agree that Lightstream's responsibility pursuant to this Agreement is limited solely to the payment of financial contribution to the Town. Lightstream shall not be liable or responsible for any injury or damage of any nature whatsoever that may be suffered or sustained by the Town, its employees or agents in the performance of this Agreement.
8. Nothing herein contained shall be deemed or construed by the parties hereto or by any other party as creating the relationship of partnership or joint venture between the parties hereto.
9. This Agreement may not be assigned by a party hereto without the written consent of the other party hereto, such consent not to be unreasonably withheld.
10. Any document required under this Agreement shall be deemed given if it is delivered, sent by fax, email or mail.
11. Any document delivered or sent by fax or email shall be deemed to have been received one (1) calendar day after being sent.
12. Any document that is mailed shall be deemed to have been received ten (10) calendar days after being mailed.

To the Town:
Mayor
Town of Drayton Valley
Box 6837, 5120-52nd Street
Drayton Valley, AB T7A 1A1

To Lightstream:
Mary Bulmer, VP Corporate Services
Lightstream Resources Ltd.
2800, 525 - 8th Avenue SW
Calgary, AB T2P 1G1

13. This Agreement shall be governed and construed in accordance with the laws of Canada and the Province of Alberta.
14. If any item of this Agreement is found to be prohibited by law or otherwise ineffective, this shall in no way invalidate or otherwise affect the remaining provisions of this agreement.

This Contribution Agreement has been signed by the duly authorized signatories as of the date last written above.

The Town of Drayton Valley

Print Name

Signature

Print Name

Signature

Lightstream Resources Ltd.

Print Name

Signature

AGENDA ITEM: 7.3.	"Recreation and Culture Programming" Insurance
Department:	Community Services Department
Presented by:	Councillor Fredrickson
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

The Town of Drayton Valley's Community Services Department is renting Classroom#3 at 5056 – 50th Avenue from the period of January 1st to May 31st, 2016. During this time a variety of recreational and cultural programs will be offered to the residents of Drayton Valley.

Programs will include:

- Indoor Parent & Tot Play space
- Yoga for Kids
- Mad Science for Kids
- Nature Play for Kids
- The Place – Youth Program
- Social Artworking for Adults
- Intuitive Art for Adults
- Stained Glass Classes for Adults
- Additional workshops not as yet finalized

The Town's insurer has indicated that activities or events endorsed by a resolution of Council will be recognized as an insured event, thereby minimizing the need for Special Event Insurance. Administration is therefore recommending that the January to May recreation and culture programming be endorsed by Town Council as an insured activity of the municipality.

MOTION:

I move that Council endorses "Recreation and Culture programming" to be covered under the Town of Drayton Valley's General Liability Insurance.

AGENDA ITEM: 7.4.	"Family Day 2016" Insurance
Department:	Community Services Department
Presented by:	Councillor Shular
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

On Monday, February 15th, 2016, the Town of Drayton Valley and community volunteers will host "Family Day 2016."

Observed in the Canadian provinces of Alberta, Ontario and Saskatchewan. This holiday celebrates the importance of families and family life to people and their communities.

Family Day in Drayton Valley provides a unique event combining outdoor and indoor activities designed to allow families to socialize.

The following services are planned for this year's event:

- Bussing to and from the 3 sites (Omniplex, Park Valley Pool and the Aspen Waste Management Facility)
- Horse drawn wagon rides
- Tobogganing
- Snowshoeing
- Snowman Building
- Photo Booth
- Cookie Decorating
- Skating
- Swimming
- Clown
- BBQ & Hot chocolate

The Town's insurer has indicated that activities or events endorsed by a resolution of Council will be recognized as an insured event, thereby minimizing the need for Special Event Insurance. Administration is therefore recommending that the Family Day 2016 event be endorsed by Town Council as an insured activity of the municipality.

MOTION:

I move that Council endorses the "Family Day 2016 Event" to be covered under the Town of Drayton Valley's General Liability Insurance.

AGENDA ITEM: 7.5.	"Youth Day 2016" Insurance
Department:	Community Services Department
Presented by:	Councillor Wheeler
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

On Wednesday, May 4th, 2016, the Town of Drayton Valley and community volunteers will host a special event for youth.

The week of May 1st to 7th 2016 is National Youth Week, a week dedicated to the celebration of youth and their active participation in their community. Whether it is recreation, drama, sport, dance, civic engagement, art, volunteerism or leadership, everyday young people are involved in meaningful activities. Youth Week in Drayton Valley is a time to celebrate our youth.

The Town's insurer has indicated that activities or events endorsed by a resolution of Council will be recognized as an insured event, thereby minimizing the need for Special Event Insurance. Administration is therefore recommending that the Youth Day 2016 event be endorsed by Town Council as an insured activity of the municipality.

MOTION:

I move that Council endorses the "Youth Day 2016 Event" to be covered under the Town of Drayton Valley's General Liability Insurance.

AGENDA ITEM: 7.6.	"4-S Skate Park Jam Event" Insurance
Department:	Community Services Department
Presented by:	Councillor Bossert
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

"4-S Skate Park Jam" is to be held on International Youth Day Friday, August 12th, 2016, hosted by the Town of Drayton Valley and community volunteers.

The following schedule of events is planned:

- Introductory session for young/beginner skaters
- Graffiti art on the park workshop
- Skate Demos and trick performances
- Music/DJ
- BBQ

The Town's insurer has indicated that activities or events endorsed by a resolution of Council will be recognized as an insured event, thereby minimizing the need for Special Event Insurance. Administration is therefore recommending that the 4-S Skate Park Jam event be endorsed by Town Council as an insured activity of the municipality.

MOTION:

I move that Council endorses the "4-S Skate Park Jam Event" to be covered under the Town of Drayton Valley's General Liability Insurance.

AGENDA ITEM: 7.7.	2016 Triathlon Insurance
Department:	Community Services
Presented by:	Councillor Nadeau
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

On Saturday, May 7th, 2016, the Town of Drayton Valley and community volunteers will host the 5th Annual Triathlon and Kids of Steel event.

The Kids of Steel represents the developmental steam that promotes fun, participation, and skill development in children and youth who complete in triathlons as part of an active lifestyle.

The Town's insurer has indicated that activities or events endorsed by a resolution of Council will be recognized as an insured event, thereby minimizing the need for Special Event Insurance. Administration is therefore recommending that the 4-S Skate Park Jam event be endorsed by Town Council as an insured activity of the municipality.

MOTION:

I move that Council endorses the "5th Annual Triathlon and Kids of Steel event" to be covered under the Town of Drayton Valley's General Liability Insurance.

AGENDA ITEM: 7.8.	Contract Agreement for Net Zero Study
Department:	Community Services Department
Presented by:	Councillor Long
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

The Aquatic Fund Development Committee has received \$47,500 funding through a federal grant program as well as matching funds from the two municipalities to complete a Net Zero Study for a new aquatic facility. The Committee is working with Independent Electric Controls Ltd. to develop the deliverables of the project and to recruit the team of consultants and engineers to undertake the study. The Committee is recommending Independent Electric Controls Ltd. serve as the Project Manager for the Study, with responsibility to secure and manage the study's progress and achieve the intended deliverables.

Attached for Council's review is the contract agreement between the Town of Drayton Valley and Independent Electric Controls Ltd. The Town of Drayton Valley is acting as the lead municipality for this joint project. The document has been reviewed by the Town's legal counsel.

RECOMMENDATION:

- Recommendation 1: That Town Council approve the Contract Agreement between the Town of Drayton Valley and Independent Electric Controls Ltd. regarding Project management of the Aquatic Facility Net Zero Study.
- Recommendation 2: That Town Council support the access to and use of the intellectual property from the Aquatic Facility Net Zero Study by both the Town of Drayton Valley and Brazeau County.

The consulting agreement (the “agreement”) signed on this _____ day of _____, 2015.

BETWEEN:

TOWN OF DRAYTON VALLEY
(the “Town”)

- And -

INDEPENDENT ELECTRIC AND CONTROLS LTD.
(the “Consultant”)

CONSULTING AGREEMENT

BACKGROUND:

- A. The Town is of the opinion that the Consultant has the necessary qualifications, expertise and abilities to provide services to the Town.
- B. The Consultant is agreeable to such services to the Town in the terms and conditions set out in this agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Town and the Consultant (individually the “party” and collectively the “parties” to this agreement) agree as follows:

SERVICES PROVIDED:

- 1. The Town hereby agrees to engage the Consultant to provide the Town with services (the “services”) as outlined in Appendix “A”.
- 2. The Consultant shall attend special meetings and public consultation meetings as may be requested by the Town and as the Consultant considers reasonable, and to plan and work with the Town. In the event that the Consultant is unable to attend any of the aforementioned events for any good reason (such as but not limited to illness, travel, death in the family), the Consultant shall provide the Town with notice of the reason and expected length of absence.
- 3. The services will also include any other tasks which the parties may agree on in writing. The Consultant hereby agrees to provide such services to the Town.
- 4. The Town and the Consultant may agree to additional work not included in the services. Any additional work shall be negotiated and agreed to in writing and shall be invoiced accordingly.

TERM OF AGREEMENT:

5. The Term of the agreement (the “term”) will begin on December 15th, 2015 and will remain in full force and effect until September 1st, 2016, subject to earlier termination as provided in this agreement. The term of this agreement may be extended by mutual written agreement of the parties.
6. In the event that either party wishes to terminate this agreement, that party will be required to provide 60 days’ notice to the other party.

PERFORMANCE:

7. The parties agree to do everything necessary to ensure that the terms of this agreement take effect. Formal performance evaluation will be based on deliverables that are established at the outset of the term, and modified from time to time as mutually agreed by both parties in writing.

REPORTING:

8. The Consultant will report to the Director of Community Services of the Town of Drayton Valley or their designate. The Consultant agrees to provide formal written reports on a quarterly basis, as well as an annual report outlining the progress made on the agreed upon deliverables. The Consultant will provide interim reports to the Town as may be requested from time to time.

CURRENCY:

9. Except as otherwise provided in this agreement, all monetary amounts referred to in this agreement are in CAD (Canadian dollars).

COMPENSATION:

10. For the services rendered by the Consultant as required by this agreement, the Town will provide compensation, (the “compensation”), to the Consultant in the amount of \$ 95,000, which includes applicable taxes.
11. Compensation will be payable on a monthly basis while this agreement is in force. The Consultant shall submit invoices for work that has been completed to the satisfaction of the Town; the Town acting reasonably.
12. The Consultant agrees that the compensation amount is inclusive of all costs, fees, and expenses incurred by the Consultant and its subcontractors in the performance of this work. The Consultant agrees to provide full disclosure of all sub-contract amounts.

CONFIDENTIALITY AND INTELLECTUAL PROPERTY:

13. Confidential information (the “confidential information”) refers to any data or information relating to the business of the Town which would reasonably be considered to be proprietary to the Town including but not limited to, accounting records, business processes, and client records and that is not generally known in the industry of the Town and where the release of that information could reasonably be expected to harm the Town.

14. The Consultant agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any confidential information which the Consultant has obtained through the course of this agreement, except as authorized by the Town.
15. All written and oral information and material disclosed or provided by the Town to the Consultant under this agreement is confidential information regardless of whether it was provided before or after the date of this agreement or how it was provided to the Consultant.
16. The Consultant shall assign to the Town all rights, title, and interest to all work products, intellectual property, reports, data, and other materials and information requested by the Town and provided as deliverables under this agreement. The Consultant shall do all things necessary, without additional compensation, whether during or after this agreement to give effect to this agreement.

RETURN OF PROPERTY:

17. Upon the expiry or termination of this agreement, the Consultant will return to the Town any property, documentation, records, or confidential information which is the property of the Town.

CAPACITY/INDEPENDENT CONTRACTOR:

18. It is the express intention of the parties that the Consultant performs the services as an independent contractor. Nothing in this agreement will in any way be construed to constitute the Consultant as an agent, employee, or legal representative of the Town. The Consultant and the Town acknowledge that this agreement does not create a partnership or joint venture between and is exclusively a contract of services. Without limiting the generality of the foregoing, the Consultant is not authorized to bind the Town to any liability or obligation or to represent that the Consultant has any authority. The Consultant must furnish (or reimburse the Town for) all tools and materials necessary to accomplish this agreement, and will incur all expenses associated with performance. The Consultant is obligated to report as income all compensation received by the Town under this agreement, and to pay all self-employment and other taxes thereon. The Consultant will indemnify and hold the Town harmless for any demands, losses, costs, damages, actions, claims, proceedings, penalties and expenses, including legal costs on a solicitor-client basis, in the event the Consultant is declared by the Canada Revenue Agency, any other governmental institution, court, tribunal, or other administrative decision-maker to be in an employment relationship with the Town during the term of this agreement.
19. The Consultant acknowledges that the Consultant and the Consultant's employee(s) and/or sub-contractor(s) shall not be deemed to be an employee of the Town and will not receive benefits from the Town either as Consultants or employees and the Town will not make any deductions from the compensation payable, including without limitation for paid vacation, sick leave, medical or disability insurance, retirement plan participation, Insurance Contributions, Canada Pension Plan Contributions, Income Tax or Workers' Compensation payments. If the Consultant or a Consultant's employee(s) and/or sub-contractor(s) are reclassified by a government agency as an employee of the Town, they will become a reclassified employee and will receive no benefits except those mandated by applicable law, even if by the terms of the Town's benefit plans in effect at the time of the reclassification they would otherwise be eligible for benefits.

NOTICE:

20. All notices, requests, demands or other communications required or permitted by the terms of this agreement will be given in writing and delivered to the parties of the agreement as follows:

a) Town of Drayton Valley
5120 - 52nd Street, Box 6837
Drayton Valley, AB T7A 1A1

Phone: (780) 514-2232
Fax: (780) 542-5753

Attn: Annette Driessen, Director of Community Services

b) Independent Electric and Controls Inc.
9411 - 41st Avenue N.W.
Edmonton, AB T6E 5X7

Phone: (780) 433-2336
Fax: (780) 433-2341

Attn: Derek Guy

or to such other address as any party may from time to time notify the other.

INDEMNIFICATION:

21. Each party to this agreement will indemnify and hold harmless to the other party as permitted by law from and against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever to the extent that any of the foregoing is directly or proximately caused by the negligent or willful acts or omissions of the indemnifying party or its agents or representatives and which result from or arise out of the indemnifying party's participation in this agreement. The indemnification will survive the termination of this agreement.

LIMITATION OF LIABILITY AND INSURANCE:

22. It is understood and agreed that the Consultant will not be liable to the Town or any agent or associate of the Town for any mistake or error in judgement or for any act or omissions done in good faith and believed to be within the scope of authority conferred or implied by this agreement. The Town shall not be liable or responsible for any bodily or personal injury or property damage of any nature whatsoever that may be suffered or sustained by the Consultant, its employees or sub-contractors in the performance of this agreement. The Consultant, in accordance with the Town's requirement for all contractors, shall provide a Certificate of Insurance as proof of Commercial General Liability Insurance, minimum \$2,000,000 per occurrence, naming "The Town of Drayton Valley" as 'additional insured'. In addition, the consultant will provide the Town with proof of valid Worker's Compensation Board insurance coverage, and maintain a valid Town of Drayton Valley business license.

23. The consultant shall be liable to the Town for any demands, losses, costs, damages, actions, claims, proceedings, penalties and expenses, including legal costs on a solicitor client basis, which the Town may sustain, pay or incur as a result of or in connection with the breach by the consultant of any obligations under this agreement, or in connection with the services provided, and the consultant shall reimburse the Town for any financial loss, direct or indirect, associated with the Consultant's failure to comply with the terms and conditions of this agreement, including without limitation the failure to have adequate insurance coverage in effect. Any and all liability or claim for damage against the Consultant will be limited to the amount of the agreement, or the amount of the loss, whichever is less, as well as any cost, including legal costs on a solicitor-client basis, and expenses associated with such claims when such claims arise from any error, omission, or professional negligence on the part of the consultant.

TERMINATION:

24. In the event that either party decides to terminate this agreement 30 days' notice to the other party is required.
25. The Town may terminate this agreement immediately and without prior notice if the consultant is in material breach of any provision of this agreement. The Town may also immediately terminate this agreement if the Town is dissatisfied with the quality of the consultant's work and, upon being notified of the issues giving rise to the dissatisfaction, the Consultant does not remedy those issues within 15 days of such notification.

NON-EXCLUSIVITY:

26. It is understood by both parties that the consultant is not providing services exclusively to the Town and retains the right to perform work to other clients during the term of this agreement. The performance of any work to other clients shall not conflict with the consultant's performance of the services. The consultant shall, as is necessary, ensure that all obligations under this agreement are performed in a timely manner before accepting additional work for other clients.

DISPUTE RESOLUTION:

27. In the event that a dispute arises out of or in connection with this agreement, the parties will attempt to resolve the dispute through friendly consultation.
28. The parties agree to attempt to resolve all disputes arising out of or in connection with this contract, or in respect of any legal relationship associated with it or from it, by mediated negotiation with the assistance of a neutral person appointed by agreement of the parties.
29. Unless otherwise agreed to in writing between the parties, if the dispute is not settled within 30 days after a mediator has been appointed or if the parties cannot agree on a mediator, then any or all outstanding disputes will be submitted to final and binding arbitration in accordance with the laws of the province of Alberta. The arbitration shall be conducted by one arbitrator. If the parties cannot agree on an arbitrator within 30 days after the matter is submitted to arbitration, then the parties shall apply to the Court under the *Alberta Arbitration Act*. The arbitrator's award will be final and judgement may be entered upon it by any court having jurisdiction within the province of Alberta.

MODIFICATION OF AGREEMENT:

30. Any amendment or modification of this agreement or additional obligation assumed by either party in connection with this agreement will only be binding if evidenced in writing signed by each party or an authorized representative of each party.

TIME OF THE ESSENCE:

31. Time is of the essence in this agreement. No extension or variation of this agreement will operate as a waiver of this provision.

ASSIGNMENT:

32. The Consultant will not voluntarily or by operation of law assign or otherwise transfer its obligations under this agreement without prior written consent of the Town.

ENTIRE AGREEMENT:

33. It is agreed that there is no representation, warranty, collateral agreement or condition affecting this agreement except as expressly provided in this agreement.

ENUREMENT:

34. This agreement will enure to the benefit of and be binding on the parties and their respective heirs, executors, administrators, successors and permitted assigns.

TITLES/HEADINGS:

35. Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this agreement.

GENDER:

36. Words in the singular mean and include the plural and vice versa. Words in the masculine mean and include the feminine and vice versa.

GOVERNING LAW AND JURISDICTION:

37. It is the intention of the parties of this agreement that this agreement and the performance under the agreement and all suits and special proceedings under this agreement be construed and in accordance with and governed, to the exclusion of the law of any other forum, by the laws of the province of Alberta without regard to the jurisdiction in which any action or special proceeding may be instituted.
38. The parties irrevocably attorn to the exclusive jurisdiction of the Courts of Alberta for any judicial review or any arbitral decision under section 29 of this agreement.

SEVERABILITY:

39. In the event that any of the provisions of this agreement are held to be invalid or unenforceable in whole or in part all other provisions will nevertheless continue to be valid and enforceable with the invalid or unenforceable parts severed from this agreement.

WAIVER:

40. The waiver of either party by a breach, default, delay, or omission of any of the provisions of this agreement by the other party will not be construed as a waiver of any subsequent breach of the same or other provisions.

IN WITNESS WHEREOF The parties have duly affixed their signatures below this _____ day of _____, 20____.

TOWN OF DRAYTON VALLEY

Per: _____
Authorized Signatory

INDEPENDENT ELECTRIC AND CONTROLS LTD.

Per: _____
Authorized Signatory

APPENDIX “A”

The Consultant agrees to provide the following services to the Town in order to complete a Net Zero Design Study for a new aquatic facility.

- To research and interview all consultants, engineers, architects, and other professionals required to form the study team that will achieve the deliverables as noted below, and to recommend to the Town the composition of the study team.
- To define the specific parameters of the work that is to be conducted by each of the study team Consultants and to recommend the scope of work to the Town.
- To develop, award and monitor the individual contracts between itself and the study team Consultants, ensuring that these contracts are within the parameters of the available funding by the Town, the specified deliverables, and standards and procedures as governed by the Town.
- To develop all work schedules, reporting systems, tracking procedures, and project forms necessary to satisfactorily monitor the project and achieve the deliverables as noted below.
- To manage all aspects of the project in order to achieve the deliverables.

The Net Zero Design Study shall achieve the following deliverables:

- The Net Zero Design Study (hereinafter referred to as “Study”) shall make its conclusions based on the facility floor plan as conceptualized in the BarrRyder Architects and Interior Designers’ Study completed in 2012. Any conclusions that are predicated by a change in the design shall be supported through a consultation basis with and satisfactory to the Town and its stakeholders.
- The Study shall provide succinct recommendations on energy efficiency technologies that are recommended for a new aquatic facility and these recommendations are to be supported with evidence-based research.
- The Study shall ensure that the recommendations for energy-efficiency technologies have been prepared within the following parameters:
 - technologies are designed in a symbiotic environment
 - technologies are conducive to the geographic location of the proposed facility
 - technologies match the available resources of the community in order to deliver a facility and sustain it
 - technologies are current and demonstrate best practices
 - technologies are identified with any risk exposure, and
 - technologies show options that lower operating costs, although may incur higher capital costs, but which are offset from environmentally sustainable grants and/or funds to reduce the capital costs to the municipalities.
- The Study will determine the financial feasibility of a new aquatic facility with energy-efficient features as well as the technical feasibility.

- The Study will analyze all available control systems and will investigate all downstream technology to ensure sustainability, lower overall operating costs, maximize energy efficiency, and reduce GHG emissions.
- The Study's recommendations and systems designs will be application-ready for inclusion in the construction of a new aquatic facility.

		SECTION	7
AGENDA ITEM: 7.9.	Public Open Space Development Award		
Department:	Engineering and Development		
Presented by:	Councillor Fredrickson		
Support Staff:	Ron Fraser, Director of Engineering and Development		

BACKGROUND:

This project consists of doing fine landscaping, installation of shrub beds, planting of shrubs and trees, and completing asphalt surfacing on internal walkways, at the Open Space Development at the former HW Pickup School site.

Tenders were opened on November 19, 2015. A total of 9 companies submitted tenders. The low bidder was Blue Grass Sod Farms, out of Red Deer, at a price of \$607,343.56 plus GST. References have been checked and this company has a good reputation for work previously completed.

A supportive letter of recommendation of award, from our consultant, Select Engineering Consultants, is attached. It also includes results from the 9 tenders.

Administration recommends awarding this contract to Blue Grass Sod Farms.

RECOMMENDATION:

I move that Council awards the construction contract for the Open Space Development at the former HW Pickup School site, to Blue Grass Sod Farms for the sum of \$607,345.56 plus GST.

December 7, 2015

File No.: 118-15025-4.3

Ron Fraser, P.Eng.
Director of Engineering and Development
Town of Drayton Valley
Box 6837
5120 – 52 Street
Drayton Valley AB T7A 1A1

Dear Ron,

**Re: Public Open Space Development – Former H.W. Pickup Park
Contract Award**

Tenders for the above project were received and opened on November 19, 2015 at 2:00:00 pm at the office of Select Engineering

A total of 9 tenders were submitted with the following (unofficial) results:

- Blue Grass Sod Farms \$607,343.56
- SG Landscaping \$769,727.00
- Classic Landscapes \$798,808.00
- Surface Pro Services \$805,889.00
- E Construction \$820,608.00
- Seven M Construction \$858,420.00
- Kantrax Contractors \$869,939.90
- Parkway Enterprises \$997,322.32
- Wilco Contractors \$1,152,295.00

We have contacted Blue Grass Sod Farms and discussed their bid submission. Blue Grass Sod Farms has confirmed their understanding of the requirements of the project and is satisfied with their unit prices and are prepared to proceed if awarded the project. Blue Grass Sod Farms are a new company in the Drayton Valley area but have a long history of construction in the Red Deer area. They have provided references for similar scopes of work and project size. The references have been contacted and the comments were that Blue Grass went above and beyond on most of the projects to help in terms schedule, warranty and maintenance. The project managers also noted that they would hire Blue Grass Sod Farms back on future projects without hesitation.

Based on the lowest bid submitted, references and their understanding of the requirements of the projects, Select Engineering recommends awarding the Public Open Space Development Contract to Blue Grass Sod Farms.

Should you agree, we will prepare the contract documents for signing.

If you have any questions, or require additional information, please feel free to call me at 780-651-5763.

Sincerely,

SELECT ENGINEERING CONSULTANTS LTD.



Jarrad Elliott, P. Eng.
Project Manager
jelliott@selecteng.ca

JE/je

8.0 Information Items

Pages 38-82

8.1. Mayor's Report – AUMA	39-43
8.2. RCMP Stats November	44-50
8.3. Drayton Valley and District FCSS Board Meeting Minutes March 2014, October 2014, December 2014, April 2015, July 2015, October 2015	51-69
8.4. STAR Catholic Board Highlights December 2015	70
8.5. Brazeau Seniors Foundation Meeting Minutes November 2015	71-77
8.6. Mayor's Report – Netherlands Trip	78-82

MOTION:

I move that Town Council accept the above items as information.



Town of Drayton Valley

MAYOR REPORT

Mayor McLean

Conference/Workshop Attended: AUMA

G&P Presentation Date: _____

Date: September 22, 2015

Session Title: *Municipal Government Act* Amendments, Bill 20 update – Preconvention Session

Information Presented:

Update began with a discussion of recognition and provision for city charters within the *MGA*. It went on to discuss powers for all municipalities to impose off-site levies, including expanded powers.

There were discussions on municipal codes of conduct which will be required under the new *MGA*. Also mentioned was the possibility of training or other methods of assistance for small municipalities which may not have the resources to properly develop and enforce the changes. We have a code of conduct in place for Council and we need to direct Administration to explore areas where our Code of Conduct may not meet the requirements that will be outlined in the Act and Regulations. (New Part Five of the *MGA*). Passage of Code of Conduct will require a Bylaw instead of a resolution.

- Bill 20 also adds new provisions to the *MGA* regarding SDAB training programs for SDAB clerks and qualifications for Board Members.
- Part 17 will also be amended to clarify the hierarchy of statutory plans. Of particular note; section 627 will allow two or more municipalities to create an intermunicipal SDAB capable of hearing appeals from all participating municipalities. This will create greater opportunity and likelihood for securing trained Board Members to serve on the ISDAB.
- Part 2 of the *MGA* will contain new provisions which require municipalities to have three year operating budget plans and 5 year capital plans.
- Part 3 of the *MGA* includes (under limits on municipal powers) section 73 will address for profit municipal corporations more fully.
- Part 4 of the *MGA* (amalgamation provisions) much of the detail surrounding the changes to the amalgamation provisions have yet to be developed and will appear in later preparations for the Act.
- Part 7 (section 216.1) – Councils must establish a public participation policy
- Section 6.06 of the Act (advertising of notices) it will be acceptable to post public notices on the municipalities website instead of mail.

NOTE – some of these provisions have not been proclaimed and some are dependent on the formation of regulations.

Correlation to Approved Town Plans/Policies:

Relates to:

- Council's roles & responsibilities, policies
- Budgeting process
- Legislative process

Department(s):

Development and Planning – Examine the new powers for off-site levies and advise Council as to whether or not there are any legislative action or policy changes recommended or required.

Administration – Ensure compliance as new measures are proclaimed

Recommended Action:

Have the Leadership Team review to ensure compliance and to update our current policies, bylaws, etc. as required.

Identify Partners/Resources:

AUMA

Date: September 23, 2015

Session Title: Meeting with Department of Transportation

Information Presented:

Advised that the Departments position that funding for the Water Treatment Plant included funds required for the water intake/pump house.

Correlation to Approved Town Plans/Policies:

N/A

Department(s):

Engineering

Recommended Action:

Explore alternatives to construction of a new pump house, for example installation of new

pumps and associated infrastructure

Identify Partners/Resources:

Date: September 23, 2015

Session Title: Provincial Municipal Revenue Models

Information Presented:

This session had the President of Urban Municipalities Association from Saskatchewan and Manitoba who spoke on revenue sharing models between their respective provinces and municipalities. In each province a percentage of the provincial sales tax is allocated to municipalities and was originally designed to be in addition to existing grant programs.

Correlation to Approved Town Plans/Policies:

Department(s):

Recommended Action:

Monitor Alberta MGA revisions regarding revenue sharing models.

Identify Partners/Resources:

Date: September 23, 2015

Session Title: Meeting with Minister of Municipal Affairs

Information Presented:

Discussed issues with Municipal revenue distribution and intermunicipal cooperation. (Note – The Minister outlined the direction for further revisions for the MGA indicating a new Act will be tabled in the Legislature in the spring of 2016. It will address areas intermunicipal cooperation and collaboration, provincial funding of municipal initiatives, and municipal revenue distribution, among other things.)

Correlation to Approved Town Plans/Policies:

N/A

Department(s):

Administration/Leadership Team
Recommended Action: Monitor MGA proposed amendments and form municipal positions when the new Act is produced.
Identify Partners/Resources: AUMA Municipal Affairs

Date: September 24, 2015
Session Title: Meeting with Minister of Justice
Information Presented: Discussed provincial share of ATE revenue as well as the provincial police funding formula. Both the Minister of Justice and the Minister of Municipal Affairs undertook to consider the police funding formula in the context of the new MGA.
Correlation to Approved Town Plans/Policies: N/A
Department(s): Administration/Leadership
Recommended Action: Monitor MGA Amendments
Identify Partners/Resources: AUMA Municipal Affairs

Date: September 24, 2015
Session Title: Understanding the Implications of Alternative Forms of Governance
Information Presented: In this, Leduc County and the City of Leduc presented information on what the two municipalities are doing to work together in the best interest of their citizens. The two municipalities recently applied for and received funding to examine service efficiencies within the two municipalities including an examination of appropriate governance models.
Correlation to Approved Town Plans/Policies:

IMCA
Department(s): Administration/Leadership
Recommended Action: Monitor the evolution of the two municipalities
Identify Partners/Resources:








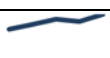


















Date: September 24, 2015
Session Title: Recreation and Parks Pathways to Community Wellbeing and Vitality
Information Presented: The development of community green spaces is both a recreational enhancement and economic development initiative. The availability of recreational opportunities, indoor and outdoor, is vital to the health and sustainability of any community. It also serves to attract individuals and businesses to your community.
Correlation to Approved Town Plans/Policies: Recreation Master Plan Municipal Development Plan
Department(s): Community Services Engineering & Planning
Recommended Action: Administration to conduct an inventory of green spaces and advise Council on the state of green space development and outdoor recreation opportunities
Identify Partners/Resources:

Drayton Valley Municipal Detachment
Statistical Comparison
January to November: 2011 - 2015

Thursday, December 03, 2015


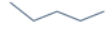
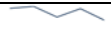
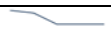
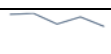
CATEGORY	Trend	2011	2012	2013	2014	2015
Offences Related to Death		0	0	0	0	0
Robbery		4	2	1	8	3
Sexual Assaults		8	12	3	8	9
Other Sexual Offences		1	2	2	5	3
Assault		144	166	133	139	99
Kidnapping/Hostage/Abduction		1	9	1	2	1
Extortion		1	0	0	1	0
Criminal Harassment		23	30	17	21	11
Uttering Threats		67	53	44	40	45
Other Persons		0	0	0	0	0
TOTAL PERSONS		249	274	201	224	171
Break & Enter		100	98	62	70	73
Theft of Motor Vehicle		74	98	76	90	64
Theft Over \$5,000		11	18	8	11	10
Theft Under \$5,000		312	264	339	315	243
Possn Stn Goods		35	48	31	50	21
Fraud		29	36	43	49	47
Arson		0	2	1	1	2
Mischief To Property		260	280	275	323	258
TOTAL PROPERTY		821	844	835	909	718
Offensive Weapons		7	14	12	25	16
Disturbing the peace		111	147	142	88	71
OTHER CRIMINAL CODE		281	333	296	316	273
TOTAL OTHER CRIMINAL CODE		289	348	309	341	289
TOTAL CRIMINAL CODE		1,359	1,466	1,345	1,474	1,178


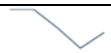




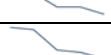


Drayton Valley Municipal Detachment
Statistical Comparison
January to November: 2011 - 2015

CATEGORY	Trend	2011	2012	2013	2014	2015
Drug Enforcement - Production		0	1	0	0	0
Drug Enforcement - Possession		40	52	42	69	40
Drug Enforcement - Trafficking		16	10	22	19	19
Drug Enforcement - Other		0	1	0	1	0
Total Drugs		56	64	64	89	59
Federal - General		13	14	10	6	7
TOTAL FEDERAL		69	78	74	95	66
Liquor Act		80	55	28	14	13
Other Provincial Stats		69	80	91	86	102
Total Provincial Stats		149	135	119	100	115
Municipal By-laws Traffic		8	5	7	9	8
Municipal By-laws		107	153	110	75	93
Total Municipal		115	158	117	84	101
Fatals		0	2	1	0	1
Injury MVC		10	6	8	6	8
Property Damage MVC (Reportable)		334	350	268	332	247
Property Damage MVC (Non Reportable)		50	47	35	35	35
TOTAL MVC		394	405	312	373	291
Provincial Traffic		849	692	490	486	376
Other Traffic		18	18	11	3	9
Criminal Code Traffic		136	153	122	89	73
Common Police Activities						
False Alarms		272	293	236	288	303
False/Abandoned 911 Call and 911 Act		133	72	95	96	115
Suspicious Person/Vehicle/Property		182	233	127	39	89
Persons Reported Missing		6	2	12	13	9
Spousal Abuse - Survey Code		N/A	161	130	133	165

Drayton Valley Municipal Detachment

5 Year Traffic Summary - January to November

January to November	Trend	2011	2012	2013	2014	2015
Fatals		0	2	1	0	1
Injury MVAS		10	6	8	6	8
Property Damage MVAS (Reportable)		334	350	268	332	247
Property Damage MVAS (Non Reportable)		50	47	35	35	35
Total MVC		394	405	312	373	291

January to November	Trend	2011	2012	2013	2014	2015
Impaired Operation*		60	51	31	33	20
Roadside Suspensions - alcohol related - No charge**		18	18	11	3	9
Occupant Restraint/Seatbelt Violations**		44	5	6	4	3
Speeding Violations**		35	28	29	19	10
Intersection Related Violations**		31	24	17	9	13
Driving without Due Care or Attention*		13	7	3	3	1
Other Moving Traffic*		264	251	135	122	86
Other Non-Moving Violation**		245	144	95	89	68
Other CC Traffic***		21	26	25	11	12

*include "Cleared by Charge" and "Cleared Other" ***Actual" ****"Reported"

Drayton Valley Municipal Detachment
Statistical Comparison
November: 2011 - 2015

Thursday, December 03, 2015

CATEGORY	Trend	2011	2012	2013	2014	2015
Offences Related to Death		0	0	0	0	0
Robbery		3	1	0	0	0
Sexual Assaults		1	0	0	0	0
Other Sexual Offences		1	0	0	0	0
Assault		19	9	7	19	7
Kidnapping/Hostage/Abduction		0	0	0	0	0
Extortion		0	0	0	0	0
Criminal Harassment		7	3	0	3	0
Uttering Threats		8	4	5	3	5
Other Persons		0	0	0	0	0
TOTAL PERSONS		39	17	12	25	12
Break & Enter		11	4	8	3	8
Theft of Motor Vehicle		9	9	7	6	7
Theft Over \$5,000		1	1	1	0	1
Theft Under \$5,000		24	33	33	20	25
Possn Stn Goods		7	5	4	2	1
Fraud		6	2	1	3	7
Arson		0	0	0	0	0
Mischief To Property		17	26	25	19	35
TOTAL PROPERTY		75	80	79	53	84
Offensive Weapons		2	1	0	1	1
Disturbing the peace		10	15	7	9	2
OTHER CRIMINAL CODE		30	32	23	30	13
TOTAL OTHER CRIMINAL CODE		32	33	23	31	14
TOTAL CRIMINAL CODE		146	130	114	109	110

Drayton Valley Municipal Detachment
Statistical Comparison
November: 2011 - 2015

CATEGORY	Trend	2011	2012	2013	2014	2015
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		7	3	4	2	5
Drug Enforcement - Trafficking		0	1	8	3	1
Drug Enforcement - Other		0	0	0	0	0
Total Drugs		7	4	12	5	6
Federal - General		0	0	0	1	0
TOTAL FEDERAL		7	4	12	6	6
Liquor Act		7	6	0	0	2
Other Provincial Stats		8	5	8	9	11
Total Provincial Stats		15	11	8	9	13
Municipal By-laws Traffic		0	0	0	2	0
Municipal By-laws		6	10	4	7	8
Total Municipal		6	10	4	9	8
Fatals		0	0	0	0	0
Injury MCS		2	1	0	1	2
Property Damage MVC (Reportable)		41	44	31	47	30
Property Damage MVC (Non Reportable)		6	7	4	7	3
TOTAL MVC		49	52	35	55	35
Provincial Traffic		83	48	38	46	37
Other Traffic		2	1	1	0	1
Criminal Code Traffic		17	19	14	9	6
Common Police Activities						
False Alarms		20	21	24	24	22
False/Abandoned 911 Call and 911 Act		7	10	5	15	12
Suspicious Person/Vehicle/Property		15	17	2	3	1
Persons Reported Missing		0	0	0	1	3
Spousal Abuse - Survey Code		N/A	12	7	15	16

Drayton Valley Municipal Detachment 5 Year Traffic Summary - Month of November

November	Trend	2011	2012	2013	2014	2015
Fatals		0	0	0	0	0
Injury MVAS		2	1	0	1	2
Property Damage MVAS (Reportable)		41	44	31	47	30
Property Damage MVAS (Non Reportable)		6	7	4	7	3
Total MVC		49	52	35	55	35

November	Trend	2011	2012	2013	2014	2015
Impaired Operation*		8	4	2	3	3
Roadside Suspensions - alcohol related - No charge**		2	1	1	0	1
Occupant Restraint/Seatbelt Violations**		0	0	0	1	0
Speeding Violations**		2	0	1	0	0
Intersection Related Violations**		4	3	1	0	1
Driving without Due Care or Attention*		2	0	0	0	0
Other Moving Traffic*		28	24	9	10	8
Other Non-Moving Violation**		20	7	11	14	8
Other CC Traffic***		5	4	2	4	1

*include "Cleared by Charge" and "Cleared Other" ***Actual" ****"Reported"

Drayton Valley Municipal Detachment

January to November: 2011 - 2015

Category	Trend	2011	2012	2013	2014	2015		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Theft Motor Vehicle (Total)		74	98	76	90	64		80.4	12.1	92.5	Within Norm	-2.8
Auto		8	5	9	4	2		5.6	2.6	8.2	Within Norm	-1.3
Truck/SUV/Van		24	56	39	56	49		44.8	12.1	56.9	Within Norm	5
Motorcycle		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		32	24	20	15	12		20.6	7.0	27.6	Within Norm	-4.9
Take Auto without Consent		10	13	8	15	1		9.4	4.8	14.2	Within Norm	-1.6
Break and Enter (Total)		100	98	62	70	73		80.6	15.5	96.1	Within Norm	-8.2
Business		38	21	30	27	35		30.2	6.0	36.2	Within Norm	0
Residence		35	45	20	29	25		30.8	8.6	39.4	Within Norm	-3.6
Cottage or Seasonal Residence		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		16	25	4	11	10		13.2	7.0	20.2	Within Norm	-2.6
Spousal Abuse		N/A	161	130	133	165		147.3	15.8	163.1	Issue	1.5
Robbery		4	2	1	8	3		3.6	2.4	6.0	Within Norm	0.4
Assault		144	166	133	139	99		136.2	21.7	157.9	Within Norm	-11.7
Sexual Assaults		8	12	3	8	9		8.0	2.9	10.9	Within Norm	-0.2
Traffic	Trend	2011	2012	2013	2014	2015		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Impaired Operation*		60	51	31	33	20		39.0	14.5	53.5	Within Norm	-9.8
Roadside Suspensions - alcohol related - No grounds to charge**		18	18	11	3	9		11.8	5.7	17.5	Within Norm	-3.3
Occupant Restraint/Seatbelt Violations**		44	5	6	4	3		12.4	15.8	28.2	Within Norm	-8.3
Speeding Violations**		35	28	29	19	10		24.2	8.7	32.9	Within Norm	-5.9
Intersection Related Violations**		31	24	17	9	13		18.8	7.9	26.7	Within Norm	-5.1
Driving without Due Care or Attention*		13	7	3	3	1		5.4	4.3	9.7	Within Norm	-2.8
Other Moving Traffic*		264	251	135	122	86		171.6	72.1	243.7	Within Norm	-48.5
Other Non-Moving Violation**		245	144	95	89	68		128.2	63.5	191.7	Within Norm	-40.9
Other CC Traffic***		21	26	25	11	12		19.0	6.4	25.4	Within Norm	-3.3

*Include "Cleared by Charge" and "Cleared Other" ***Actual" ****Reported"

Drayton Valley and District FCSS Board Meeting Minutes
March 31, 2014
Drayton Valley Civic Centre – 12:00 noon

Present:

Board

Votham Anastasiadis
Graham Long

Shirley Mahan
Carrie Ottewell

Carrie Lacourseire

Staff

Annette Driessen

Lola Strand

Emily Hickman

1. AGENDA

1.1. Additions or Deletions to the Agenda

Meeting called to order 12:21

No additions or deletions at this time

1.2. Adoption of the March 31, 2014 Board Meeting Agenda

Motion (1-14) by Graham Long to accept March 31 Regular Board Meeting Agenda as presented - Carried

2. MINUTES

2.1. Adoption of the minutes of the December 5th, 2013 Regular Board meeting

Motion (2-14) by Graham Long to adopt the December 5th Regular Board Meeting Minutes - Carried

2.2. Distribution of the adopted minutes of the October 3rd, 2013 Regular Board meetings

3. PROGRAM MANAGEMENT / INFORMATION

3.1. Information Items

3.1.2. Funded Program Update

3.1.2.1. Delegation – St. Thomas Aquinas School Board – Karen Tetrault
Presentation by Karen Tetrault on Asset workshop & present grant request for Young Women of Power workshop. Presentation of the Youth Resource Guide.

3.1.2.2. Delegation – Town of Drayton Valley – Kerry Doran
Presentation from Kerry Doran on Youth camps to be run by the Town of Drayton Valley, targeted at the age group of 11-17.

3.1.4. FCSS Update

3.1.4.2. Youth Program Update

Making Financial Cents – this program is being delivered to high school students at Holy Trinity Academy, still trying to get the program into Frank Maddock High School.

Mentor Connector Program - Partnering with Aim for Success to sustain Mentor Connector program until the end of June.

3.1.4.3. Family Program Update

Parenting After Separation - completed another full session March 10
Making Financial Cents completed a very successful session – Lola noted that program participants seemed to bond and use the opportunity to enhance their personal support networks.

3.1.4.4. Seniors Program Update

An update was given on the **A.L.I.V.E. 55** program.

3.1.4.5. Community Development Update

Volunteer Appreciation - Volunteer Appreciation Night is April 8th. All Board members are invited to attend. There will be performances by Colin Brisebois (comedian), Michelle Colby (singer/songwriter) and the FMHS Warrior Cheerleaders

Historical Society - The Drayton Valley Historical Society has asked FCSS for assistance in recruiting new volunteers to keep the society sustainable

Operation Clean Sweep - planned for May 8th this year to hopefully avoid the snow still on the ground last year. Tim Horton's is once again sponsoring this event

Homelessness and Poverty Reduction Team - The HPRT was allotted extra funding for the month of March from the ARDN. The extra money was used to develop a brochure with Calder Bateman to engage industry in addressing the issue as is relevant to them

Community Volunteer Income Tax Program – Carol Lapointe has partnered with us this year to be the drop-off and pick-up point as well as volunteering to complete tax returns. Revenue Canada provided many more training opportunities this year and all our 17 volunteers took advantage of most them.

Community Guide - Community Guide is completed and will be in Drayton Valley residents' mail boxes over the next week or so. Guides will be distributed to county community residents shortly after.

3.1.5. Boy's and Girl's Club of Drayton Valley

Fundraising has exceeded expectations by approximately double

Scheduled start date still in July. The program is still looking for coordinator
Drayton Valley Boys and Girls Club website is active, currently attached to the Wetaskiwin site

Kick-off event planned with Secure Energy – challenge to Board Members to participate in the Race for Kids Wetaskiwin

3.1.6. Outcome Measurement Training

Funded organizations not attending becoming an issue, funding may become dependent on completing the training

3.1.7. FCSS Strategic Plan

The FCSS Strategic Plan has been revised with clearer outcome measures.

3.1.8. FCSS Logo Green background

Votham will email out the new logos, unsure of when the new logo will come into use.

3.1.9. Rotary House

Renovations and fundraising efforts are continuing and volunteers will be required shortly to remove the stucco from the outside of the building. It will be late April or possibly May before construction is complete and tenants can begin moving in. It is expected all tenants will be in the building by July 2014.

3.1.10. FCSS Winter Retreat

It will be left up to board members as individuals and their goals/interests to visit winter programs

3.1.11. FCSS Summer Retreat

Selected date is Monday July 7th

3.1.12. Financial Statement

4. GRANTS

4.1 Information Items

4.1.1. 2013 Final Reports

The following reports have been received for 2013 FCSS funding.

- 4.1.1.1. Aim for Success – Fun Friends/Friends for Life
- 4.1.1.2. Brighter Futures Family Resource Society – Summer Day Programs
- 4.1.1.3. Drayton Valley Comprehensive Family Violence Institute – Outgrowing the Pain
- 4.1.1.4. DV Read and Learn – 24 Hour Crib Side Manual for Fathers
- 4.1.1.5. DV Read and Learn – Moon Lake Rhyme Time
- 4.1.1.6. Grow and Eat Together (GET) – Community Gardens
- 4.1.1.7. Drayton Valley Community Health Services Foundation – Young Mom's Group
- 4.1.1.8. Drayton Valley Municipal Library – Battle of the Books
- 4.1.1.9. Drayton Valley Municipal Library – Summer Reading Program
- 4.1.1.10. Pembina Crisis Connection Society – Office Coordinator
- 4.1.1.11. River Valley Players – Acting Out Youth Drama
- 4.1.1.12. St. Anthony School – Do Your Part Positive Youth Development Conference
- 4.1.1.13. St. Thomas Aquinas School Board – After School Program
- 4.1.1.14. Wild Rose School Division – Kool Kids Summer Camp
- 4.1.1.15. Wild Rose School Division – After School Program

4.1.2. 2013 Late Reports

- 4.1.2.1. Beehive Support Services Association – The Wellness Program
Turned in final report since the drafting of this report

4.1.3. 2013 Returned Grants

- 4.1.3.1. Drayton Valley Community Learning Centre – Discovering The Power in Me
Program never took place

4.1.4. 2014 Grant Summary

4.2. Decision Items

4.2.1. 2014 Grant Requests

- 4.2.1.1. St. Thomas Aquinas School Board – Young Women of Power Workshop **Motion (3-14) by Carrie Lacourseirre to approve \$1000 for St. Thomas Aquinas School Board Young Women of Power Workshop Special Project on the condition that they consider extending invitations to WRSD schools - Carried**
- 4.2.1.2. Town of Drayton Valley – Youth Summer Camp **Motion (4-14) by Graham Long to approve \$7118.00 for the Town of Drayton Valley Youth Summer Camp Special Project Grant - Carried**

- 4.2.1.3. Drayton Valley Comprehensive Family Violence Institute – CFVI Children’s Group Manual **Motion (5-14) by Graham Long to approve \$7640 for Drayton Valley Comprehensive Family Violence Institute’s CFVI Children’s Group Manual Special Project Grant *on the condition that the Board be provided with copies once completed* – Carried. Annette Driessen abstained from both the discussion and the vote.**
- 4.2.1.4. Drayton Valley Comprehensive Family Violence Institute – Outgrowing the Pain Manual **Motion (6-14) by Graham Long to decline request for \$1200 for Drayton Valley Comprehensive Family Violence Institute’s Outgrowing the Pain Manual Special Project with an invitation to apply again next round - Carried**
- 4.2.1.5. River Valley Players Association – Acting Out Take II **Motion (7-14) by Shirley Mahan for \$820 for River Valley Players’ Acting Out Take II Special Project Grant *on the condition that they are encouraged to take FCSS’ outcome measurement training* - Carried**
- 4.2.1.6. Drayton Valley Municipal Library – Summer Reading Program (Original grant request of \$3000 modified to \$1800) **Motion (8-14) by Graham Long for \$1800 for Drayton Valley Municipal Library’s Summer Reading Program Special Project Grant - Carried**
- 4.2.1.7. Grow and Eat Together (GET) – Community Garden **Motion (9-14) by Shirley Mahan for \$3000 for Grow and Eat Together’s Community Garden Special Project Grant - Carried**
- 4.2.1.8. Brighter Futures Family Resource Society – Summer Day Programs **Motion (10-14) by Lacourseirre for 6270.65 for Brighter Futures Family Resources Society’s Summer Day Programs Special Project Grant - Carried**

INFORMATION ITEMS

- 4.1. FCSS – Lola invited and encouraged board members to attend the regional meeting in St. Albert April 18th.
- 4.2. FCSSAA – Media release and letter of board meeting highlights highlighting the lack of increase for FCSSAA for the 8th year in a row. **Motion (11-14) by Carrie Lacourseirre for the board to recommend that the Town of Drayton Valley and Brazeau County municipal governments forward FCSS President Jeff Carlson’s letter outlining the flat-lining of FCSS funding to the provincial**

government - Carried

- 4.3. CFSA – Carrie Lacoursiere Regions have been redrawn again. New practice model - Signs of Safety is being implemented across the province but is already very similar to what they are currently doing here.

5. NEXT MEETING DATE and ADJOURNMENT

Next meeting will be July 7th (the Summer Retreat)

Meeting adjourned at 3:22PM



Shirley Mahan, Board Chair

Date April. 27. 15

Drayton Valley and District FCSS Board Meeting Minutes
October 17, 2014
Drayton Valley Civic Centre – 12:00 noon

Present:

Board

Votham Anastasiadis

Graham Long

Marilyn Buchan

Bob Barker

Staff

Annette Driessen

Lola Strand

Karen Tetrault

1. AGENDA

1.1 Additions or Deletions to the Agenda

Meeting called to order 12:30

Move 3.1.2. to immediately after adoption of minutes. Change 3.1.2.2 TBA to Homelessness and Poverty - Emily Hickman. Delete 3.1.4 due to 3.1.2.2.

1.2 Adoption of the October 17, 2014 Board Meeting Agenda

Motion (12.14) by Graham Long to accept October 17, 2014 Regular Board Meeting Agenda as presented – Carried.

2. MINUTES

2.1 Adoption of the minutes of the March 31, 2014 Regular Board meeting.

Motion (13.14) by Graham Long to adopt the March 31, 2014 Regular Board Meeting Minutes – Carried.

2.2 Distribution of the adopted minutes of the March 31, 2014 Regular Board meeting.

3. PROGRAM MANAGEMENT/INFORMATION

3.1 Information Items

3.1.2 Funded Program Update

3.1.2.1 Delegation – Boys and Girls Club – Sandie Labrie

Presentation by Sandie Labrie, update on the progress and attendance of the Boys and Girls Club.

3.1.2.2 Delegation – Homelessness and Poverty – Emily Hickman

Presentation by Emily Hickman regarding direction of the program. Funding continued until March 2019.

3.1.1 FCSS Board Membership

Carrie Ottewell has left the community. Marilyn Buchan and Votham Anastasiadis's terms expired, both have re-applied, decision will be made by month end. Nicole Nadeau has been appointed board member by Council, Graham Long is the alternate.

3.1.3 FCSS Update

3.1.3.1 Youth Program Update

Jumpstart Program – FCSS coordinates the local Canadian Tire chapter. Our community has exceeded their budget, are accessing provincial funds. Fundraising activities are being planned.

Intergenerational Program – Training through Link-ages from Calgary has been booked. All Jr. High/High schools have agreed to be involved except Holy Trinity.

3.1.3.2 Family Program Update

Dr. Ungar Parenting session was well attended, many positive comments. May look at hosting another presentation in the future.

Halloween Haunted House – Ready to go October 25th, 1:00- 5:00 for under 10 years, 7:00 – 9:00 for over 10 years. Resource fair should have 12 agencies represented.

3.1.3.3 Seniors Program Update

Cardmaking Workshop has been booked for Nov. 13th. Ten registrations so far.

Snow Angels program poster and call for volunteers has been sent out.

ALIVE 55 Fitness class Discussion regarding fees for sustainability and growth. Marilyn and Bob will look into corporate sponsorship.

3.1.3.4 Community Development Update

Community Guide – Spring '15 guide is set to be released Feb. 1st 2015. Partnership with Community Learning will continue.

3.1.5 Rotary House Update

Tenant's open house planned for November 4th from 3:30 – 6:30 for the general public.

3.1.6 Update of the Social Development Plan

Social Development and Sustainability Plans are being reviewed.

November there will be a public session held to provide input for the plan.

3.1.7 FCSS Strategic Plan

Current plan expires in 2015. Will use feedback from Community Social Development and Sustainability plans for direction. Plan has to align with provincial plan.

3.1.8 FCSSAA Conference

November 12 – 14. Marilyn, Lola and Karen will attend. Other members await Council appointments.

3.1.9 2013 FCSS Reconciliation Statement

Presented as balanced.

3.1.10 2015 Budget

Presented for information

3.1.11 Financial Statement

Presented for information

3.1.12 FCSS Board Membership – Youth Rep

Discussion about how to address attracting a youth rep.

4. GRANTS

4.1 Information Items

4.1.1 2014 Grant Summary

4.2 Decision Items

4.2.1 Community Parenting Coalition – Bits and Bites Single Parent Support Group **Motion (14.14) by Bob Barker to approve 350.00 for Community Parenting Coalition for Bits & Bites Single Parent Support Group - Carried.**

4.2.2 River Valley Players – Acting Out **Motion (15.14) by Marilyn Buchan to approve 710.00 for River Valley Players – Acting Out – Carried.**

INFORMATION ITEMS

4.1 None


4.2 None

4.3 None

5. NEXT MEETING DATE and ADJOURNMENT

Next meeting December 8th, 2014, 12:00.

Meeting adjourned at 2:29



Shirley Mahan, Board Chair

April. 27. 2015
Date

**Drayton Valley and District FCSS Board Meeting Minutes
December 08, 2014
Drayton Valley Civic Centre – 12:00 noon**

Present:

Board

Nicole Nadeau
Shirley Mahan

Terry Kilborn
Carrie Lacoursierre

Marilyn Buchan

Bob Barker

Staff

Annette Driessen

Lola Strand

Karen Tetrault

1. AGENDA

1.1 Additions or Deletions to the Agenda

Meeting called to order 12:35 pm

Addition of 3.1.7 Parkland County review.

Motion (16.14) by Bob Barker to accept December 09, 2014 Regular Board Meeting Agenda with the addition – Carried.

2. MINUTES

2.1 Adoption of the minutes of the October 17, 2014 Regular Board meeting.

Motion (17.14) by Marilyn Buchan to adopt the October 17, 2014 Regular Board Meeting Minutes – Carried.

2.2 Distribution of the adopted minutes of the March 31, 2014 Regular Board meeting tabled. The minutes of the March 31, 2014 meeting will be distributed at the next board meeting.

3. PROGRAM MANAGEMENT/INFORMATION

3.1 Information Items

3.1.1 FCSS Board Membership and Election of Chair

Shirley Mahan is the Municipal representative for Brazeau County.

Terry Kilborn is the new Community Representative for the town.

Call for nominations of chair position. There was one nomination from the floor.

Motion (18.14) by Marilyn Buchan to nominate Shirley Mahan for the chair position - Carried.

3.1.2 Funded Program Update

3.1.2.1 Delegation – Pembina Crisis Connection Society – Catie Hickman and Dianne Nikiforuk

Presentation by Catie Hickman and Dianne Nikiforuk

3.1.2.2 Delegation – Beehive Support Services – Jaqueline Crawford

Presentation by Jaqueline Crawford

3.1.3 FCSS Update

3.1.3.1 Youth Program Update

The Making Financial Cents Program will begin at Holy Trinity Academy in January. Community Outreach school will participate with selected topics.

3.1.3.2 Family Program Update

Holiday Hoop-La – Photo scavenger hunt encouraging families to spend time together accessing community resources. There will be a movie and award celebration for all participants in January. Details have been submitted to the Western Review and Facebook.

Christmas Remembrance Service – At All Saints Anglican Church December 09, in honor of loved ones who are not with us.

3.1.3.3 Seniors Program Update

Intergenerational Program – Training took place in November, programs will begin in January and will have five participating schools.

ALIVE 55 Program - Discussion regarding fees for sustainability and growth. Marilyn and Bob will look into corporate sponsorship.

3.1.3.4 Community Development Update

Dr. Ungar – Webinars with Dr. Ungar are being planned with Healthy Community Coalition.

3.1.3.5 – Add Homelessness and Poverty line item for next agenda – Emily will be putting out requests for volunteers for the emergency mat program.

3.1.4 Advocacy for Increase in FCSS Funding – Discussion regarding advocating for FCSS funding. Lola, Reeve Shirley Mayan and Mayor Glenn McLean to meet with Diana McQueen, MLA on December 12, 2014.

3.1.5 Outcome Measurement Training – Suggestion to have trainers come to work with agencies regarding grant applications in the New Year

3.1.6 Financial Statement

Presented for information

3.1.7 Parkland County review – Parkland County is in the process of a review. A consultant will be visiting Drayton Valley regarding programs they are supporting.

4. GRANTS

4.1 Information Items

4.1.1 2014 Grant Summary

4.1.2 Boys and Girls Club of Drayton Valley – presentation of grant for information

4.2 Decision Items

4.2.1 2015 Grant requests

4.2.1.1 Community Parenting Coalition – Operational

Motion (19.14) by Bob Barker to table a decision pending possible funding through another grant – Carried

4.2.1.2 Community Parenting Coalition – Bits and Bites Single Parent Support Group.

Motion (20.14) by Marilyn to approve the \$500.00 of the \$1000.00 application by the Community Parenting Coalition for Bits and Bites Single Parent Support Group – Carried

4.2.1.3 Drayton Valley and District Community Learning Association – Family Literacy Day 2015

Motion (21.14) by Bob Barker to approve \$1000.00 of the \$1460.00 application by Drayton Valley and District Community Learning Association for Family Literacy Day 2015 - Carried

4.2.1.4 Drayton Valley and District Community Learning Association – Moon Lake Rhyme Times

Motion (22.14) by Carrie Lacoursierre to approve the \$2140.00 application by Drayton Valley and District Community Learning Association for Moon Lake Rhyme Times - Carried

4.2.1.5 Drayton Valley and District Community Learning Association – Kid's Community Campus

Motion (23.14) by Marilyn Buchan to table a decision pending more information about this program - Carried

4.2.1.6 Pembina Crisis Connection Society – Operational

Motion (24.14) by Terry Kilborn to approve \$20000.00 of the \$25000.00 application by Pembina Crisis Connection Society - Carried

4.2.1.7 Beehive Support Services

Motion (24.14) by Carrie Lacoursierre to approve \$15000.00 of the \$34679.00 application by the Beehive Support Services - Carried

INFORMATION ITEMS

4.1 FCSS – Grant writing workshop date to be announced. Board development workshop January 24, 2015.

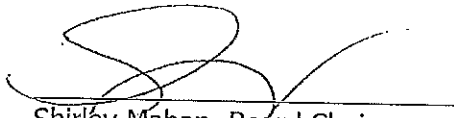
4.2 None

4.3 None

5. NEXT MEETING DATE and ADJOURNMENT

Next meeting date to be announced

Meeting adjourned at 4:00 pm


Shirley Mahan, Board Chair

April 28, 2015
Date

Drayton Valley and District FCSS Board Meeting Agenda
April 28, 2015
Rotary House – 12:00 noon

Present:

Board

Nicole Nadeau
Shirley Mahan

Marilyn Buchan
Carrie Lacoursiere

Bob Barker

Staff

Annette Driessen

Lola Strand

Jennifer Fynn

12:26pm Meeting called to order

1. AGENDA

1.1. Additions or Deletions to the Agenda

Meeting called to order at 12:26pm

Move 3.1.8 to 3.1.16

1.2. Adoption of the April 28, 2015 Board Meeting Agenda

Motion (01.15) by Bob Barker to accept April 28th, 2015 Regular Board Meeting Agenda with changes.-Carried

2. MINUTES

2.1. Adoption of the minutes of the December 8, 2014 Regular Board meeting-

Motion (02-15) by Marilyn Buchan to adopt the December 8th, 2014 Regular Board Meeting Minutes-Carried

2.2. Distribution of the adopted minutes of the October 17, 2014 Regular Board Meeting.

2.3. Distribution of the adopted minutes of the March 31, 2014 Regular Board Meeting.

3. PROGRAM MANAGEMENT / INFORMATION

3.1. Information Items

3.1.1. FCSS Board Vacancies-Still require a community rep from the Town and also a Youth rep

3.1.2. Funded Program Update

3.1.2.1. Delegation – Drayton Valley & District Agricultural Society –
Presentation by Colleen Schoeninger

3.1.3. FCSS Update

3.1.3.2. Youth Program Update

Making Financial Sense- The program has wrapped up for the year and had another successful season.

Jump Start- Jump start applications are now only online. Paper copies are no longer accepted. If assistance is required to fill out the online application we are available to help.

Intergenerational Program- Program members have started to train the children in their classes with the Linkages training and have begun partnerships in the community. We plan to kick off this program at the Seniors Tea on June 1st.

- 3.1.3.3. Family Program Update
Parenting Conference- The Drayton Valley Parenting Coalition hosted a Building Families Conference on April 25th. The event was attended by 40 community members and received favorable feedback.
Canada Day- Canada Day will be at the Omniplex this year due to the reclamation that is going on at Rotary Park.
- 3.1.3.4. Seniors Program Update
Seniors Benefits Information Session
Seniors Tea- In celebration of Seniors Week we will be hosting the annual Seniors Tea on June 1st at noon at the Royal Canadian Legion.
A.L.I.V.E- Discussion of fess and sustainability.
- 3.1.3.5. Community Development Update
Clean Sweep- Operation Clean Sweep will be on June 6th at 3:30pm at Rotary House
VAN- Volunteer Appreciation Night was a great success this year. We received positive feedback and are looking forward to next year already.
Community Guide- We are working the Fall/Winter 2015/16 Community Guide. Submissions will be due by June 12th. We are hoping to release the guide in mid-august.
- 3.1.4. Advocacy for Increase in FCSS Funding – Current funding has been sustained.
- 3.1.5. Homelessness and Poverty Reduction Strategy- the Mat program has begun. Currently it is only open Monday and Tuesday nights. Once we have more volunteers for the program we will be able to be open more days.
- 3.1.6. ECD Coalition Funding- After EcMap Project funding has ended the Government of Alberta is currently looking for possible partners to carry on with the project.
- 3.1.7. Edmonton Federation of Community Leagues – Nicole Nadeau- Tabled until next meeting.
- 3.1.8. 2015-2019 FCSS Strategic Plan- September 18th will work as a potential date for the board to meet with Barb Peterson
- 3.1.9. 2015 Summer Retreat – July 13th
- 3.1.10. Outcome Measurement Training- There is a new outcome measurement trainer. We are going to be working with her in the fall to look at incorporating a program logic model into our grant application.
- 3.1.11. Edmonton/Evergreen Spring Regional Meeting – May 1
- 3.1.12. FCSS Meeting Schedule- Future meetings will be booked at 10am.
- 3.1.13. 2014 Financial Summary
Presented for information
- 3.1.14. Financial Statement
Presented for information
- 3.1.15. 2015-2019 Social Development Plan – Annette Driessen

4. GRANTS

4.1 Information Items

4.1.1. 2014 Final Reports

- 4.1.1.1. Boys and Girls Club of Drayton Valley
- 4.1.1.2. Drayton Valley Community Learning Association
- 4.1.1.3. Town of Drayton Valley Summer Camps
- 4.1.1.4. Drayton Valley Comprehensive Family Violence
- 4.1.1.5. River Valley Players Association – Youth Acting Out
- 4.1.1.6. Drayton Valley Municipal Library – Summer Reading Program
- 4.1.1.7. Community Parenting Coalition – Bits and Bites Single Parent Support Group
- 4.1.1.8. Wild Rose Public Schools – No School Fridays and Afterschool Program
- 4.1.1.9. G.E.T. Grow and Eat Together – Community Garden

4.1.2. Late 2014 Final Reports

- 4.1.2.1. Drayton Valley Multicultural Association
- 4.1.2.2. Pembina Crisis Connection Society
- 4.1.2.3. St. Thomas Aquinas School Board – Young Women of Power

4.1.3. 2015 Grant Summary

4.2. Decision Items

4.2.1. 2015 Grant Requests

- 4.2.1.1. Community Parenting Coalition – tabled from last meeting- no longer seeking funding
- 4.2.1.2. Drayton Valley and District Community Learning Association – Kid's Community Campus – tabled from last meeting-no longer seeking funding
- 4.2.1.3. Drayton Valley and District Agricultural Society – Farmers Market 40th Anniversary Projects-**Motion (03-15) made by Marilyn to approve \$2090.00 to the Farmers Market 40th Anniversary Project.**
- 4.2.1.4. Drayton Valley Municipal Library – Summer Reading Program **Motion(04-15) made by Marilyn to approve \$1800.00 to the Drayton Valley Municipal Library Summer Reading Program-Carried**
- 4.2.1.5. Brighter Futures Summer Day Program-**Motion (05-15) made by Bob to approve \$6,270.00 to Brighter Futures Summer Day Camp Program-Carried**
- 4.2.1.6. Drayton Valley Comprehensive Family Violence Institute – Moving Beyond Anger and Anxiety- **Motion (06-15) made by Carrie to approve \$1200.00 for the Moving Beyond Anger and Anxiety Program- Carried**
- 4.2.1.7. Power off Predators Foundation for Education Against Internet Predators – Power off Predators Presentations for Drayton Valley and Breton-**Motion (07-15) made by Carrie to decline request for \$3,508.00 for the Power off Predators Presentation -Carried**

4.1.3. **INFORMATION ITEMS**

- 4.1. FCSS – Lola
- 4.2. FCSSAA – Lola
- 4.3. CFSA – Carrie Lacoursiere

5. NEXT MEETING DATE and ADJOURNMENT

Next meeting will be July 13th, 2015-Summer Retreat
Meeting adjourned at 3:00pm



Shirley Mahan, Board Chair

Dec. 15. 15

Date

Drayton Valley and District FCSS Board Meeting Agenda
July 13th, 2015
Rotary House – 3:30 pm

Present:

Board

Nicole Nadeau
Shirley Mahan

Marilyn Buchan
Kara Westerlund

Bob Barker

Staff

Annette Driessen

Teresa Dunlop

Lola Strand

Jennifer Fynn

3:26pm Meeting called to order

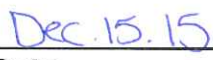
1. Items for discussion

1.1. ALIVE 55 Program- FCSS Program assistant brought forward the need to find a sustainable solution to addressing the increased cost of operating the ALIVE 55 program.

Motion (08-15) made by Marilyn Buchan to recommend that the FCSS Program Assistant research potential ways to create a sustainable ALIVE 55 program and report the information back to the board for discussion at the next meeting.



Shirley Mahan, Board Chair



Date

Minutes

Present:

Board

Graham Long	Marilyn Buchan	Chaise Combs
Shirley Mahan	Bob Barker	Eric Butz

Staff

Annette Driessen	Lola Strand	Jennifer Fynn
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Call to Order at 11:03am

1. Agenda

1.1. Additions or Deletions

1.1.1. Add Building Capacity in Volunteer Groups under 6.8

1.2. Approval of Agenda- **Motion (09-15) by Bob Barker to approve the agenda with additions- Carried**

2. Minutes

2.1. Distribution of the approved December 8th, 2014 Minutes

2.2. Adoption of the Minutes from the April 28th, 2015 Meeting-

Motion (10-15) by Marilyn Buchan to adopt the April 28th, 2015 Regular Board Meeting Minutes- Carried

2.3. Approval of the Minutes from the July 13th, 2015 Meeting-

Motion (11-15) by Marilyn Buchan to adopt the July 18th Special Meeting Minutes- Carried

3. Delegations - Town of Drayton Valley - Sheila Bailey

4. Program Management

4.1. New Board Members- Introduction of new board members.

4.2. FCSS Program Update

4.2.1. Mat Program - Since the beginning of the program we provided 22 individuals with hotels and 10 with emergency shelter at the Mat program. In total we have sheltered 28 individuals, provided 50 individuals with gift cards, and provided 60 referrals and assisted 10 individuals in other ways. Global news will be coming on November 3rd to do an interview about the program.

4.2.2. Grant writing workshop- 25 people attended. 95% said they felt more confident in their ability to fundraise or write grant applications and feel better able to serve the community.

4.2.3. Haunted House- We had over 1200 participants this year. 96% of 120 people surveyed said they were more aware of the resources in the community because of attending the event.

4.2.4. Community Guide- Spring Summer Guide will be released in February. We are currently accepting submission until December 4th, 2015.

4.2.5. Card Making Workshop- November 16th, 2pm at Rotary House

4.3. Funding Increase - We have received a 10% increase from the provincial government. We will receive ¾ of the increase this fall and the rest in January. The 20% municipal matching contribution is not required this year but will be a requirement in 2016.

4.4. Early Childhood Development Coalition Funding- A partnership between the Ministry of Health and Education has been formed with the FCSSAA. The FCSSAA will be responsible for

the granting of dollars to communities who have Early Childhood Development Coalitions. This will not impact our FCSS funding. It is funding that can be accessed by the Drayton Valley Community Parenting Coalitions.

- 4.5. Financial Statement – Presented for information
- 4.6. 2016 Budget- Presented for information

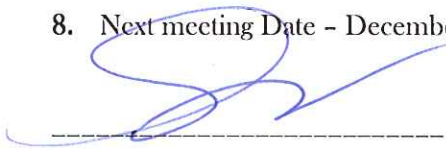
5. Items for Discussion

- 5.1. Edmonton Federation of Community Leagues – Nicole Nadeau–
Motion (12-15) by Graham Long to table the discussion until further notice- Carried
- 5.2. A.L.I.V.E. 55 Program- Tabled to next meeting.
- 5.3. FCSSAA Conference – November 25 – 27,2015 Deb Bossert, Chaise Combs, Marilyn Buchan, Lola Strand and Jennifer Fynn will be attending
 - 5.3.1. Award of Merit- Lola will be receiving an award of Merit at the FCSS Achievement Awards Ceremony during the conference. We would like congratulate her for receiving this well-deserved award.
- 5.4. Parenting After Separation –Discussed impact that the new online Parenting after Separation class has on families and children in our community.
Motion (13-15) by Bob Barker to direct administration to request a letter outlining our concerns to be written by the Reeve and Mayor and sent to our MLA. Direction for administration to take the information to the conference and discuss with other FCSS members - Carried
- 5.5. DV Pre School Society Letter/Reporting Policy –Discussed policy regarding late or incomplete final reports.
Motion (14-15) made by Bob Barker for administration to make pertinent information from final reports available to board members - Carried
- 5.6. Beehive Support Services – returned grant. Amongst staff changes Beehive Support Services was unable to carry out the activities as outlined in their grant request. They have returned the remaining funds.
- 5.7. FCSS Strategic Plan/Provincial Outcomes Model-Discussion and edits
- 5.8. Building capacity in Volunteer Groups-There has been an increasing number of volunteer groups in the community that have been struggling to continue to offer their services with the amount of volunteers that they currently have. Discussion on the role of FCSS in building capacity. To be discussed further at next meeting.

6. Decision Items

- 6.1. 2015 Grant Summary- Presented as information
- 6.2. New Grant Requests
 - 6.2.1. Town of Drayton Valley – Fired Up for the Holidays-
Motion (15-15) made by Bob Barker to approve \$1728.00 to Town of Drayton Valley Special Project Fired up for the Holidays - Carried
 - 6.2.2. PCCS - Applied Suicide Intervention Skills Training-
Motion (16-15) made by Marilyn Buchan to approve \$1000.00 to Healthy Communities Coalition for the Special Project Applied Suicide Intervention Skills Training - Carried
 - 6.2.3. Beehive Support Services – Healthy Life Styles Nutrition – **Ineligible for FCSS Funding**
 - 6.2.4. DV Preschool Society - Building Maintenance and Repair Project (Windows and Doors) - **Ineligible for FCSS Funding**

8. Next meeting Date - December 7th, 2015 11:00 am



Shirley Mahan, Board Chair

Date

Board Meeting Highlights

December
2015



Board maintains status quo on international trips

The Board agreed to continue to allow for student international trips, but will continue to evaluate and monitor the trips and any potential travel concerns on a case-by-case basis. The Board also retains the right to cancel any student international trip at any time, for any reason they deem fit.

Mission and Vision consultation

The Board received an update on the Mission and Vision process, as the Mission and Vision Committee has developed draft statements to be reviewed by a community stakeholder's focus group before presentation to the Board.

Father Leduc School update

The Board received an update on Father Leduc School, stating a letter from the Government of Alberta has been received, confirming the construction completion date as November 2016. Meanwhile, plans continue as Father Leduc School will open as a 'school within a school' at Notre Dame School in September 2016. Father Leduc designated students and staff will transfer to the new facility when it's ready for occupancy.

Locally Developed Courses

The Board approved the offering of Dance 15, 25 and 35 for three credits for a four year period.

École Mother d'Youville School update

The Board received an update on the design of École Mother d'Youville School. The school's construction is expected to go out to tender by the end of February with the school to open in September 2017.

Bus Status APP launched

The Board received an update that a new and free STAR Catholic Bus Status App has been launched and is available for download in the Google Play and iTunes stores. The App allows parents and students to keep track of their bus route and know whether the bus is on time, delayed or cancelled.

ERLC

Having served as the banker board for the Edmonton Regional Learning Consortium since 2008, STAR Catholic has stepped down in its role to provide the opportunity to another board.

Council of School Councils

The Board put together a preliminary agenda for its annual gathering of school council chairs, scheduled for the evening of January 28th.

DATES TO REMEMBER

Next Board Meeting

Wednesday, January 20
10:30 a.m.

STAR Central Office

4906 50 Ave., Leduc, AB

*The public is welcome at all
Board meetings.*

Board of Trustees

[John Tomkinson](#), Chair
Wetaskiwin

[Thalia Hibbs](#), Vice Chair
Lacombe

[Dan Chalifoux](#)
Beaumont

[Sandra Bannard](#)
Drayton Valley

[Susan Kathol](#)
Drayton Valley

[Karen Richert](#)
Leduc

[Michelle Lamer](#)
Leduc

[Dan Svitich](#)
Ponoka

[Henry Effen](#)
Wetaskiwin



Brazeau
Seniors Foundation

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Phone: (780) 542 – 2712
Fax: (780) 542 – 2765
E-mail: bsf@telusplanet.net

ORGANIZATIONAL MEETING OF THE BOARD OF DIRECTORS
Shangri-La Lodge, Drayton Valley
November 14, 2015
10:00 am

ATTENDANCE:

Directors Present:

Jeannette Vatter, Chairperson
Janet Young, Vice-Chairperson
Brandy Fredrickson,
Shirley Mahan
Donna Gawalko

Member at Large – Drayton Valley
Village of Breton
Town of Drayton Valley
Brazeau County
Member at Large – Brazeau County

Directors Absent:

Administration Present:

Stella Keller
Cindy Trudgian

Chief Administrative Officer
Executive Assistant

1.0 CALL TO ORDER

S. Keller called the meeting to order at 9:58 am.

2.0 AGENDA

2.1 ADDITIONS TO THE AGENDA

2.2 APPROVAL OF AGENDA

Resolution #15-11-01: Moved by J. Young to approve the agenda as presented.

Motion ...Carried Unanimously

3.0 ELECTION OF CHAIRPERSON

S. Keller called for Nominations for Chairperson for the Brazeau Seniors Foundation Board of Directors.

J. Young nominated J. Vatter for Chairperson

2nd Call for Nominations

3rd Call for Nominations

Resolution #15-11-02: Moved J. Young that the nominations for Chairperson cease.

Motion ...Carried Unanimously

J. Vatter was elected as Chairperson

J. Vatter accepted the position for Chairperson

J. Vatter chaired the remainder of the meeting

4.0 ELECTION OF VICE-CHAIRPERSON

J. Vatter called for nominations for Vice-Chairperson for the Brazeau Seniors Foundation Board of Directors.

B. Fredrickson nominated J. Young for Vice-Chairperson.

2nd Call for Nominations

3rd Call for Nominations

Resolution #15-11-03: Moved by D. Gawalko that nominations for Vice-Chairperson cease.

Motion ...Carried Unanimously

J. Young was elected as Vice-Chairperson

J. Young accepted the position as Vice-Chairperson.

5.0 ESTABLISH BOARD PAYMENTS

5.1 HONORARIUMS

The current Board Honorarium is \$25.00 per hour with a minimum of 2 hours, \$165.00 for half day meetings – less than 4 hours and \$263.00 for a full day meetings over 4 hours and 417.00 for over 8 hours. The honorarium is \$339.00 per day for conferences, seminars, workshops, etc.

Resolution #15-11-04: Moved by S. Mahan to establish the Board honorariums according to the Brazeau County rate.

Motion ...Carried Unanimously

5.2 MILEAGE

The current mileage set for Board Members is .54.0/km.

Resolution #15-11-05: Moved by J. Young to retain the current rate for mileage reimbursement.

Motion ...Carried Unanimously

6.0 DESIGNATIONS AND APPOINTMENTS

6.1 BANK

The BSF currently has a banking contract with the Royal Bank.

6.2 LEGAL COUNSEL

Current Legal Counsel is Tim Mitchell with Norton Rose Fullbright Canada for labor issues and Duncan and Craig LLP for non-labor issues.

6.3 AUDITORS

There is an existing 5 year contract with Carlson Roberts Seely, this contract has 1 year remaining.

Resolution #15-11-06: Moved by S. Mahan to approve the use of the existing Bank, Legal Counsel and Auditors.

Motion ...Carried Unanimously

7.0 TENANT SELECTION COMMITTEE

Resolution #15-11-07: Moved by B. Fredrickson that the CAO, Chair and Vice Chair form the Tenant Selection Committee when required.

Motion ...Carried Unanimously

8.0 SIGNING OFFICERS

All cheques must have two signatures and be signed by one person from Administration and one BSF Board Member. In the absence of Administration two Board Members may sign.

Resolution #15-11-08: Moved by J. Young to approve signing authority for the Foundation, with one signature from administration, the second signature to be any BSF Board Member. In the absence of Administration two Board Members may sign.

Motion ...Carried Unanimously

9.0 2015 BSF BOARD MEETING SCHEDULE

Resolution #15-11-09: Moved by J. Young to approve the B.S.F. Board Meetings for the third Thursday of each month at 1pm.

Motion ...Carried Unanimously

10.0 NEW BOARD MEMBER ORIENTATION

All of the Board Members were given an Orientation Binder which included the following information:

- 1.0 Board Contact List
- 2.0 Ministerial Order
- 3.0 Legislation
- 4.0 Foundation Overview
- 5.0 Policy Manual
- 6.0 Organizational Chart
- 7.0 Business Plan 2016-2020
- 8.0 Board Honorarium and Mileage Expense Sheet
- 9.0 Audited Financial Statements
- 10.0 Current Financial Statements
- 11.0 Approved Board Minutes

There was a review of the orientation binder and contents.

11.0 APPROVAL OF MINUTES

11.1 MINUTES FROM THE OCTOBER 15, 2015 REGULAR BOARD MEETING.

Resolution #15-11-10: Moved by J. Young to approve the minutes of the October 15, 2015 Regular Board Meeting.

Motion ...Carried Unanimously

11.2 BUSINESS ARISING OUT OF THE MINUTES

None at this time

12.0 FINANCIAL

12.1 FINANCIAL REPORTS - Foundation

12.1.1 Foundation Payable Disbursements for October 2015.

Resolution #15-11-11: Moved by S. Mahan to accept the Payable Disbursements as information.

Motion ...Carried Unanimously

12.1.1.1 Visa Payable for October 2015

Resolution #15-11-12: Moved by J. Young to accept the Visa Payable as information.

Motion ...Carried Unanimously

12.1.2 Financial Balance Sheet as of September 30, 2015

Resolution #15-11-13: Moved by D. Gawalko to accept the Balance Sheet as information.

Motion ...Carried Unanimously

12.1.3 Financial Statements to September 30, 2015

12.1.3.1 Central Services/Lodge

Resolution #15-11-14: Moved by D. Gawalko to accept the Central Services/Lodge Financial Statements as information.

Motion ...Carried Unanimously

12.1.3.2 Provincial Housing Units

Resolution #15-11-15: Moved by S. Mahan to accept the Provincial Housing Units Financial Statements as information.

Motion ...Carried Unanimously

12.2 FINANCIAL REPORTS – Urban Housing

12.2.1 Urban Housing Payable Disbursements –September 2015

12.2.2 Urban Housing Balance Sheet as of September 30, 2015

12.2.3 Urban Housing Financial Statements to September 30, 2015

Resolution #15-11-16: Moved by J. Young to accept the Urban Housing Payable Disbursements, Balance Sheet, and Financial Statements as information.

Motion ...Carried Unanimously

12.3 BOARD MEMBER EXPENSE

12.3.1 Board Member Expense for October 2015.

Resolution #15-11-17: Moved by D. Gawalko to approve the Board Member Expenses for October in the amount of \$1659.06.

Motion ...Carried Unanimously

13.0 OLD BUSINESS

14.0 REPORTS

14.1 OPERATIONS REPORT

14.1.1 Operations Report

Operations Report was verbally reviewed by S. Keller.

14.1.2 VACANCY REPORT

As of November 1, 2015 the Shangri-La Lodge has 73 rooms' occupied and 8 vacancies. The Wishing Well has one vacancy, Lezure Lea is full, and Spruce View Court has 6 vacancies. The Urban Housing program has 7 vacancies, and Rocky Rapids is full.

14.1.3 IN-PRIVATE SESSION (PERSONNEL)

Resolution #15-11-18: Moved by D. Gawalko to go in-private to discuss personnel matters at 11:50am.

Motion ...Carried Unanimously

Resolution #15-11-19: Moved by J. Young to come out of private at 12:27pm.

Motion ...Carried Unanimously

Resolution #15-11-20: Moved by J. Young to accept the Operations Report as information.

Motion ...Carried Unanimously

Resolution #15-11-21: Moved by D. Gawalko to reimburse an additional \$770.00 for rental fees paid while awaiting placement for a continuing care bed.

Motion ...Carried Unanimously

15.0 NEW BUSINESS

None at this time

16.0 CORRESPONDENCE

16.1 From: Village of Breton - Appointment of Deputy Mayor Janet Young to the Brazeau Seniors Foundation Board and Councillor Jessica Doucette as alternate (October 21, 2015)

16.2 To: Lydia Chin, Portfolio Advisor Stakeholder Relations and Housing Strategies – Request for name change (October 27, 2015)

16.3 From: Town of Drayton Valley - Appointment of Councillor Brandy Fredrickson to the Brazeau Seniors Foundation Board and Councillor Debra Bossert as alternate (October 28, 2015)

Resolution #15-11-22: Moved by B. Fredrickson to accept the correspondence as information presented.

Motion ...Carried Unanimously

17.0 FUTURE MEETING DATES

17.1 DECEMBER BSF REGULAR BOARD MEETING - Thursday, December 10, 2015 at the Shangri-La Lodge @ 1:00pm.

18.0 ADJOURNMENT

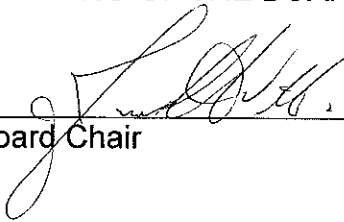
Resolution #15-11-23: Moved by S. Mahan to adjourn the meeting at 12:30pm.

Motion ...Carried Unanimously

APPROVED AT THE December 10, 2015 MEETING OF THE BOARD



Chief Administrative Officer



Board Chair



Town of Drayton Valley
MAYOR REPORT

Conference/Workshop Attended: Netherlands Trip - November 22-27, 2015

G&P Presentation Date:

Date: November 23, 2015
Session Title: Hogeweyk (Dementia Village)
<p>Information Presented:</p> <p>This tour was arranged by NorQuest College as is relevant to their programming. Currently the NorQuest College program with the largest enrollment is the Licensed Practical Nurse program and it was felt that it was important to visit the internationally recognized facility to whether the existing NorQuest program could or should be augmented.</p> <p>The facility was renovated from a typical clinical design into an enclosed, self-contained community with a performing arts centre, small grocery store, restaurant, etc. Residents are grouped based on their defining character traits or interests prior to the onset of dementia. Intensive interviews are undergone with potential resident as well as their family members and friends. These groups of 5-7 people are housed in a communal living pod while still maintaining their own spaces. For example, there is a group of carpentry minded individuals, Dutch/Indosian, faith-based, etc. It has been found that grouping people in this fashion assists in their ability to adapt to the surroundings. This makes for a more manageable and improved quality of life for clientele.</p>
<p>Correlation to Approved Town Plans/Policies:</p> <p>This community may have some relevance to the Brazeau Seniors Foundation. Possible relevance to the design of NorQuests' LPN program.</p>
Department(s): Unknown
<p>Recommended Action:</p> <ul style="list-style-type: none"> • To refer the model and materials to Brazeau Seniors Foundation Board for consideration • May have some relevance to future housing goals within the Town
<p>Identify Partners/Resources:</p> <ul style="list-style-type: none"> • Brazeau Seniors Foundation
Date: November 24, 2015
Session Title: Energy Academy Europe - Annual Convention
<p>Information Presented:</p> <p>This Convention consisted of multiple plenaries with several speakers as well as a contest for innovation</p>

in the energy sector. The notable sessions included:

- Soren Hermansen, Director of Samso Energiakademi
Samso is an island of 4,300 within the country of Denmark which has become self-sustaining. The Danish government issued a challenge to the country to move towards a sustainable model and the community, businesses and residents, worked together to achieve this goal. The island generates their own power and bio-fuels and has become self-sustaining in energy production. This was done without any investment from the government and with extensive amounts of engagement with the people.
- Ylva Poelman, Founder of Ynnovator, Expert in Bionica
This session dealt with bionics and how they differ from bio-technology. Bio-technology is the developing nature to assist in further advances while bionics is the utilization of nature to make the advances.
- Generate 15
This session was a contest with an adjudicated section and a people's choice component. The parameters of the contest were to develop or build upon ideas for energy transition (movement away from fossil fuels to renewable energy sources). There were a number of entries. One entry was a mobile solar powered unit. This may have useful applications to remote sites within our Province. The winner was a solar window project in which windows serve as solar panels. The window remains translucent while it converts solar energy to electricity.

Correlation to Approved Town Plans/Policies:

- Sustainability Plan
- Social Development Plan
- Land Use Bylaw
- Municipal Development Plan
- Communications

Department(s): All

Recommended Action:

- Administration to do further research into Samso Island to see what learnings are transferable to our community.

Identify Partners/Resources:

- Potentially-private sector, Provincial Government, Federal Government, Other municipalities, Individuals

Date: November 25, 2015

Session Title:

Meeting with Bert Wiersema, Managing Director and Sjoerd Amerlaan, Coordinator International Affairs, for Energy Academy Europe (EAE)

Information Presented:

The Netherlands is known for leading edge applications of Clean Energy Technology. One manifestation of this is the Energy Academy Europe which is a network of educational institutions including the Energy College, Universities, Energy Transition Centre (EnTranCe).

The purpose of the meeting was to discuss the Energy Academy Europe structure and various components. During the meeting discussions centred around further partnerships and research pieces as well as past and present endeavors of the EAE. Also discussed was technical skills training which is offered through the Energy College. There is an opportunity to learn from the best practices for applications to the structure of the CETC.

Correlation to Approved Town Plans/Policies:

- CETC & Bio-Mile

Department(s): CETC**Recommended Action:**

- Finalization of the service delivery structure for the CETC in partnership with NorQuest College and the Province of Alberta

Identify Partners/Resources:

- NorQuest College, Province of Alberta

Date: November 25, 2015

Session Title:

Meeting with Cesar Trijselaar, Coordinator Energy College

Information Presented:

The Energy College is composed of 6-7 technical colleges throughout the province of Groningen. Each College is charged with the development of technical skills curriculum in one specific area of renewable energy. This was of particular interest and there was great discussion between Cesar and NorQuest College regarding being able to access the curriculum in Canada, which will need to be translated. There may be potential to establish the CETC in a similar fashion however it will need more discussion and research.

Correlation to Approved Town Plans/Policies:

- CETC

Department(s): CETC**Recommended Action:**

- Coordination with NorQuest and potentially other colleges and technical institutions and the Province of Alberta

Identify Partners/Resources:

- CETC, Colleges and technical institutions and Province of Alberta

Date: November 26, 2015

Session Title:

Hein Molenkamp, Managing Director, Water Alliance

Information Presented:

The delegation traveled to the community of Leeuwarden which has an organization similar to Energy Academy Europe for organizing energy transition efforts in relation to water; Wetsus. The City, Province and National Government are involved in the funding and coordinating research and commercialization opportunities with the WaterCampus and Wetsus. Under Wetsus operates the Water Alliance and Centre for Water Intelligence; both of which work together to research all aspects of water. The Water Alliance brings in the private sector investment while the Centre for Water Intelligence provides the facility to conduct the research with access to several Universities providing Ph.D. level expertise. Additionally, business incubation is a part of the operations of Water Alliance.

Correlation to Approved Town Plans/Policies:

- CETC
- Water Treatment Plant

Department(s): CETC & Engineering

Recommended Action:

- Review the model utilized at Wetsus. Learn and clarify how we will structure activities with private research and/or commercialization activities.

Identify Partners/Resources:

- To be Determined

Date: November 27, 2015

Session Title:

Meeting with Jeroen van den Berg, Managing Director of EnTranCe

Information Presented:

Mr. van den Berg provided a presentation on the evolution of the Energy Transition Centre (EnTranCe) which was formed as a facility in which private industry could partner with the two universities in Groningen to conduct applied research. The new facility has space for meetings for users and private businesses; small and large scale research modules. The research is applied and conducted by private industry, which sees a benefit in receiving input/feedback from other private companies conducting their own research on site.

Correlation to Approved Town Plans/Policies: <ul style="list-style-type: none"> • CETC
Department(s): CETC
Recommended Action: <ul style="list-style-type: none"> • Apply best practices in development of research services and facilities at the CETC i.e. develop capability for research pods, innovation centre and partnerships with post-secondary institutions
Identify Partners/Resources: <ul style="list-style-type: none"> • Post-secondary institutions, Province, Government of Canada, Private Industry