



Agenda

Call to Order

National Anthem

1.0 Additions to the Agenda

2.0 Adoption of Agenda

3.0 Corrections or Amendments:

3.1. January 27, 2016, Regular Meeting of Council Minutes 3-7

4.0 Adoption of:

4.1. January 27, 2016, Regular Meeting of Council Minutes

5.0 Delegations

5.1. Safari Club International Drayton Valley & Brazeau Bowbenders 8

5.2. S/Sgt. Callihoo – RCMP January Stats 113-116

6.0 Public Time

7.0 Decision Items Pages 9-100

7.1. Councillor Shular	Community Event Grant Applications – First Quarter Allocation	9-49
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7.2. Councillor Bossert	Youth Arts, Heritage and Culture Grant Application – First Quarter Allocation	50-55
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7.3. Councillor Fredrickson	Green Municipal Fund Grant Agreement – Net Zero Study	56-92
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7.4. Councillor Nadeau	Development Permit DV16-002, 5517-53 Ave	93-95
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7.5. Councillor Long	Repealing Bylaw 2016/01/A	96-100
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8.0 Information Items Pages 101-116

8.1. Bylaw Year End Report 2015	102-106
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8.2. STAR Catholic Board Highlights January 2016	107
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8.3. Councillor Fredrickson Conference Report – Healthy Community Coalition	108-112
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8.4. RCMP January Stats	113-116
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Regular Meeting of Council

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9.0 Department Reports

9.1. Planning & Development	Shahid Mughal
9.2. Engineering, Transportation & Sustainability	Ron Fraser
9.3. Community Services & FCSS	Annette Driessen
9.4. Emergency Services	Tom Thomson
• Bylaw Report	Pam Balke
9.5. Administration	
• Legislative Services	Chandra Dyck
• Economic Development	Eric Burton
• Communications and Marketing	Tyler Russell
• CAO Report	Dwight Dibben

10.0 Council Reports

10.1. Councillor Nadeau
10.2. Councillor Long
10.3. Councillor Shular
10.4. Councillor Bossert
10.5. Councillor Fredrickson
10.6. Deputy Mayor Wheeler

11.0 Adjournment



Meeting Minutes

THOSE PRESENT:

Deputy Mayor Wheeler
Councillor Nadeau
Councillor Long
Councillor Bossert
Councillor Fredrickson
Nesen Naidoo, Assistant Town Manager
Annette Driessen, Director of Community Services
Ron Fraser, Director of Engineering & Planning
Tom Thomson, Director of Emergency Services
Shahid Mughal, Planning & Development Manager
Kevin McMillan, Assistant Director of Corporate Services

Chandra Dyck, Legislative Services Coordinator
Sabine Larcher, Administrative Assistant
Tyler Russell, Communications & Marketing Coordinator
Eric Burton, Economic Development Officer
Christian Richman, Video
Cassandra Jodoin, CIBW Radio
Lane Starling, CIBW Radio
Mamta Lulla, Drayton Valley Western Review
Members of the Public

ABSENT:

Mayor McLean
Councillor Shular
Dwight Dibben, Chief Administrative Officer

CALL TO ORDER

Deputy Mayor Wheeler called the meeting to order at 9:00 a.m.

1.0 Additions/Deletions to the Agenda

There were no additions to the January 27, 2016, Regular Meeting of Council Agenda.

2.0 Adoption of Agenda **RESOLUTION #018/16**

Councillor Fredrickson moved to adopt the January 27, 2016, Regular Meeting of Council Agenda as presented.

CARRIED UNANIMOUSLY

3.0 Corrections or Amendments:

3.1. January 6, 2016, Regular Meeting of Council Minutes

There were no corrections or amendments to the January 6, 2016, Regular Meeting of Council Minutes.

4.0 Adoption of:

4.1. January 6, 2016, Regular Meeting of Council Minutes

RESOLUTION #019/16

Councillor Bossert moved to adopt the January 6, 2016, Regular Meeting of Council Minutes as presented.

CARRIED UNANIMOUSLY

5.0 Community Spotlight

5.1. Aim for Success

Mr. Lees informed Council about the "I am" Mother/Daughter Conference that is being held on March 5, 2016, at the MacKenize Conference Centre. Mr. Lees asked for Council permission to have Councillor Nadeau represent Council at the conference, given her involvement with the group to date.

Councillor Nadeau left the meeting at 9:19 a.m.

Due to delegations being not present, the order of agenda items was modified during the meeting.

6.0 Delegations

6.1. Sunrise Village – Glenna Martel

Ms. Martel from Sunrise Village informed Council about the Respite Program that was opened on November 19, 2015. Administration provided information on a concept for specialized transportation for which Sunrise Village will be asked to provide input. Deputy Mayor Wheeler thanked Ms. Martel for the presentation.

10.0 Department Reports

10.4. Emergency Services

Fire Chief Thomson presented Council with the Fire Stats for the months of November and December 2015, with some corrections to the reports that were presented as information, as well as the Year End Report 2015.

Councillor Nadeau re-entered the meeting at 9:24 a.m.

7.0 Public Time

Mr. Russell explained that Councillor Nadeau and he attended a 4-H Club Public Speaking Contest as judges during which he struck a fundraising deal for the purchase of a homemade cake. Abby and Molly Goerzen, Lin-Berry-Buck 4H Club members, presented Council with the cake and made a brief presentation.

6.0 Delegations

6.2. Healthy Communities Coalition

Councillor Nadeau left the meeting at 9:42 a.m.

Jessica Doucette and Lola Strand informed Council about the Drayton Valley and District Workplace Wellness Conference on March 7, 2016.

Councillor Nadeau re-entered the meeting at 9:45 a.m.

6.3. S/Sgt. Callihoo – RCMP Stats December 2015

S/Sgt. Callihoo presented Council with the RCMP stats for December 2015.

Deputy Mayor Wheeler called a break at 9:58 a.m.

Deputy Mayor Wheeler reconvened the meeting at 10:18 a.m.

8.0 Decision Items

8.1. Drayton Valley and District FCSS Strategic Plan 2016 – 2020

RESOLUTION #020/16

Councillor Bossert moved that Council approve the Drayton Valley and District FCSS Strategic Plan for 2016 – 2020 as presented.

CARRIED UNANIMOUSLY

8.2. Policies for Early Childhood Development Centre and Family Day Home Agency

RESOLUTION #021/16

Councillor Nadeau moved that Town Council rescind the following Out of School Care Policies: Early Childhood Development Centre Distal Supervision; Early Childhood Development Centre Enrolment for Before School Care; and Early Childhood Development Centre Guidance OSC.

CARRIED UNANIMOUSLY

8.3. Signing Authority

RESOLUTION #022/16

Councillor Long moved that

- a) the signing authorities for the Town of Drayton Valley be as follows, effective January 29, 2016:

The Municipal Corporation of the Town of Drayton Valley resolves that any one of the following – Glenn McLean, Mayor, Councillor Nicole Nadeau, Councillor Graham Long, Councillor Dean Shular, Councillor Fayrell Wheeler, Councillor Debra Bossert, Councillor Brandy Fredrickson; along with any one of the following from Administration – Dwight Dibben, Chief Administrative Officer; Annette Driessen, Director of Community Services; Thomas Thomson, Director of Emergency Services; Ron Fraser, Director of Engineering and Development; Kevin McMillan, Assistant Director of Corporate Services; or any person designated by the Chief Administrative Officer, in writing - are hereby authorized for and in the name of the Corporation to draw, endorse, accept, sign and make all or any bills of exchange, cheques, promissory notes and order for the payment of money, and other instruments whether negotiable or not for deposit or collection for the credit of the Corporation only with the bankers of the Corporation, and that the Chief Administrative Officer or any person designated by the Chief Administrative Officer, in writing, may arrange, settle and certify all books and accounts between the Corporation and its bankers and sign receipts for vouchers; and,

- b) with regard to documents relating to Administration, the Chief Administrative Officer or his designate be authorized, in writing, to sign such instruments.

CARRIED UNANIMOUSLY

9.0 Information Items

9.1. RCMP Stats December 2015

9.2. Drayton Valley Brazeau County Fire Services Stats – November, December and Year End 2015

9.3. Brazeau Seniors Foundation Meeting Minutes December 2015

RESOLUTION #023/16

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

CARRIED UNANIMOUSLY

10.0 Department Reports

10.1. Planning and development

Mr. Mughal presented Council with the 2015 Year End Report and an update on Development Permits and Business Licenses issued since the last Council meeting.

10.2. Engineering, Transportation & Sustainability

Mr. Fraser informed Council of the following updates:

- Bids for the electrical services have been received and the contract will be awarded soon for the bus hub and open space;
- The minimum engineering design standards are being revised;
- For the Alberta Community Partnership Program the Town is working with Brazeau County to determine qualifying projects under the Intermunicipal Cooperation Agreement;
- Working together with CanTraffic to address concerns that were raised in connection with traffic signals in Town; and
- Ms. Moulé is currently working on Greenhouse Gas and Energy Inventory as well as a Sustainability Policy for the Town.

10.3. Community Services & FCSS

Ms. Driessen advised Council of:

- A meeting regarding specialized transportation;
- Total Works improvements;
- Eleanor Pickup Arts Centre construction status;
- Early Childhood Development Centre correspondence;
- Some capital projects are waiting for Brazeau County's approval until April as decisions were tabled; and
- The final draft for the Recreation Master Plan is underway.

10.4. Emergency Services

Fire Chief Thomson provided his report under the Delegations portion of the Agenda.

10.5. Administration

• Legislative Services

Ms. Dyck had nothing to report.

• Economic Development

Mr. Burton had nothing to report.

• Communications and Marketing

Mr. Russell informed Council that the Town app has 968 downloads. He was also contacted by other parties asking for help to develop their own apps.

• Information Services/ACAO Report

Mr. Naidoo explained the importance of the Town Dashboard project. This will also be a significant step in combination with the Town app. He explained that a GIS technician will be starting soon.

11.0 Council Reports

11.1. Councillor Fredrickson

- January 26: Coalitions Connect Conference

11.2. Councillor Nadeau

- January 12: Community Services facilities tour
- January 13: Legacy Project Meeting
- January 18: Community Services Cultural Recreational Workshop
- January 19: Economic Development Meeting
- January 29: *Princess Bride* free movie night at MCC
- Working with Aim for Success on "I am" Conference

11.3. Councillor Long

- January 12: Community Services facilities tour
- Drayton Valley Municipal Library Board Meeting
- Drayton Valley Community Foundation Meeting
- Economic Development Committee Meeting

11.4. Councillor Bossert

- January 12: Community Services facilities tour
- January 14: visit of housing unit
- January 18: Recreation Master Plan Workshop
- January 18: Chamber of Commerce AGM
- January 19: Resettlement Meeting hosted by Anglican Church
- January 23: Mr. Mike's Opening
- January 27: Bell Network "Let's Talk Day"
- January 28: Poverty Simulator

11.5. Deputy Mayor Wheeler

- Pembina Physician Recruitment and Retention Committee Meeting
- January 12: Community Services facilities tour
- January 26: Agriplex Committee Meeting
- February 23: Pembina Physician Recruitment and Retention Committee Appreciation Dinner

12.0 Adjournment

RESOLUTION #024/16

Councillor Long moved that Council adjourn the January 27, 2016, Regular Meeting of Council at 11:07 a.m.

CARRIED UNANIMOUSLY

MAYOR

ACTING CHIEF ADMINISTRATIVE OFFICER



Town of Drayton Valley

Delegation Request Form

Name (s): JeanAnne Teliske and Leonard Claffey
Organization: Safari Club International (SCI) Drayton Valley & Brazeau Bowbenders
Contact Number: JeanAnne Teliske Contact E-mail: jprysliak@gmail.com
Mailing Address: Box 589, Buck Lake AB, T0C 0T0

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)

Information and request for funding (request will be submitted via Community Event Grant Application)

Additional Information Provided

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

Our presentation will be on the 2016 National Archery in the Schools Program (NASP) Provincial Tournament

I will be emailing a PowerPoint prior to our presentation.

Please indicate any preference you have for meeting:

JeanAnne Teliske

Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST

AGENDA ITEM: 7.1.	Community Event Grants Applications – First Quarter Allocation
Department:	Community Services Department
Presented by:	Councillor Shular
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

The Town of Drayton Valley recognizes that there are non-profit organizations that host community events to raise funds or that require donations for worthwhile projects, programs, or services. In an effort to support these organizations and their efforts, the Town may provide support grants to assist with the hosting of community events and initiatives. Funding applications are to be reviewed on a quarterly basis. The first quarter deadline was January 22, 2016 and \$5,000.00 is available for distribution.

Several applications were received, indicating the variety of community organizations who are contributing to improving the quality of life of our residents.

The objectives of each of the organizations being recommended by Administration for a Community Event Grant are consistent with the objectives outlined in the Social Development Plan and the Community Sustainability Plan. The 3rd Annual Eagle Point Loppet “creates a high quality outdoor recreation opportunity with the community”. The 61st Annual Broadway on Ice show “showcases, celebrates and recognizes local talent”. The “I AM MOTHER DAUGHTER” Conference “provides opportunities for healthy lifestyle through education and physical activities”. The Workplace Wellness Conference is another step in ensuring “The Town of Drayton Valley is a community of resilience”. The Pee wee Provincial Tournament and the Gymnastics Fun Day both strive to meet the goal of “Recreational facilities and programs are available and accessible for all.

RECOMMENDATION:

That Town Council award the Pembina Nordic Ski Club “3rd Annual Eagle Point Loppet” a total of \$500.00 from the Community Event Grant.

That Town Council award the Drayton Valley Figure Skating Club “61st Annual Broadway on Ice Show” a total of \$500.00 from the Community Event Grant.

That Town Council award Aim for Success “I AM MOTHER DAUGHTER CONFERENCE” a total of \$750.00 from the Community Event Grant.

That Town Council award the Healthy Communities Coalition “Workplace Wellness Conference” a total of \$1,000.00 from the Community Event Grant.

That Town Council award the Drayton Valley Minor Hockey “Pee wee Provincial Tournament” a total of \$500.00 from the Community Event Grant.

That Town Council award the Brazeau Gymnastics Club “Fun Day” a total of \$500.00 from the Community Event Grant.



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

CRITERIA		
Policy Requirements:		Notes:
✓	application (complete, signed and accompanied by supporting documents) received by deadline	
✓	benefit the community as a whole or a specific major group within the community	Volunteer Learn to ski programs for children ages 4 to adults
✓	not duplicate past or present local services (unless a need can be demonstrated)	No
✓	provide equal access to the service without discrimination	Promotes physical & mental well being by offering winter activity & healthy competition
	not already be receiving direct or indirect support from the Town for the stated service	
✓	address an identified need in the community or contribute to the common good of the community	Benefiting over 200 people as well as attracting skiers fr. surrounding communities
✓	recognize the Town's contribution to the event or service sponsored	Not applicable for this year due to deadlines
✓	other revenue sources have been sought or obtained	DVHTA \$5,500
✓	is the applicant using the grant funds to leverage other grants or funds	No

Additional Information		Notes:
✓	if this is an annual event/activity, has the Town sponsored it before?	Town did not sponsor this event in 2015.
✓	does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Municipal Sustainability Plan, etc.)?	Yes "Create high quality outdoor recreational opportunities within the community" (SDP)

Comments:

January 16 & 17, 2016 - Pembina Nordic Ski Club - 3rd Annual Eagle Point Loppet
Requesting \$5,300

Recommendation to Council:

Administration recommends \$500 be awarded to the "3rd Annual Eagle Point Loppet" from the Community Event Grant Fund.

Sponsorship Approved: ☐ Yes ☐ No

If yes, indicate amount: \$ _____

Authorized Signature: _____ Date: _____



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT

APPLICATION FORM

Date: January 6, 2016 Event Date: January 16-17 2016

Organization Name: Pembina Nordic Ski Club

Mailing Address: Box 6873 Drayton Valley AB T7A 1S2

Contact Name: Lori Macintosh Title: Director

Email: lori@dejanira.ab.ca Telephone: 780-542-6021
cell 780-893-8091

ORGANIZATION MANDATE

Description of the organization's mandate:

The Pembina Nordic Ski Club's mandate is to develop and maintain trails for it's members and the general public, for X-country skiing in winter and in summer for walking, cycling, wildlife watching etc. Our volunteers run learn to ski programs for children aged 4 to adults. A chalet is made available for community members, families and group functions.

STATED SERVICE

Details of the stated service or initiative (including date(s), time(s), location(s) and activities):

The 3rd annual Eagle Point Loppet, a cross country ski race sanctioned by Cross Country Alberta that draws participants from across Alberta. This event will be held at the Pembina Nordic Ski Club north trail system on January 16-17 2016.

Number of individuals and/or organizations (please specify) that will benefit from the stated service:

This event will benefit over 200 people. Our local club plus skiers from clubs in Alberta (Red Deer, Canmore, Edmonton, Grand Prairie and others. Many will be here for the 2 day event supporting numerous local businesses.

Manner in which those individuals and/or organizations will benefit:

X-country skiing enhances physical and mental well being. It encourages youth and adults to become involved in a winter activity and promote healthy competition. As our club becomes more popular as a destination ski area, the town will benefit from more tourism.

SPONSORSHIP REQUEST

Reason for request from the Town:

The Pembina Nordic Ski Club is a nonprofit organization run exclusively by volunteers. Your grant funding will help us host a high quality event that will bring people back year after year.

Nature of the request and/or amount requested:

We are requesting \$5,800.00
Our total anticipated expenses are \$12,457.00. Our revenue total is \$7,100.00 (est) PVHTA has donated \$5,500.00
Budget attached.

Please attach:

a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship

a list of other organizations that have been or will be approached for sponsorship

How will sponsoring organizations be recognized?

You will be recognized in the Western Review, and we also make a sponsor banner to display at the hopnet.
(if you would like to supply a sponsor banner, we would be happy to display it)

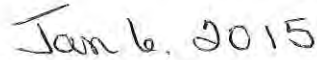
BY AFFIXING HIS/HER SIGNATURE BELOW, THE APPLICANT CONFIRMS THAT THE FOLLOWING STATEMENTS ARE TRUE, TO THE BEST OF HIS/HER KNOWLEDGE.

1. The information provided is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.
3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

Applicant's Signature: _____



Date: _____



MAIL TO:

Town of Drayton Valley
Community Event Grant
Box 6837
Drayton Valley, AB T7A 1A1

DELIVER TO:

Town of Drayton Valley
Community Event Grant
5102 - 52 Street
Drayton Valley, AB

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

The personal information on the Community Event Grant Application is being collected under authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be used to administer Grant Funding. The Town of Drayton Valley will use the aggregate data for program planning and evaluation. All personal information will be protected in accordance with the privacy provision of the *FOIP Act*. If you have any questions about the Grant or questions about the collection, use or disclosure of our personal information, please contact the Town of Drayton Valley at (780) 514-2200.

2016 Pembina Nordic Ski Club Budget for the Loppet and Banquet

Anticipated Expenses

Advertising/media	1,000.00
rental Equipment	2,050.00
Promotional Materials/metals	2,800.00
Food	300.00
grooming expences	250.00
MacKenzie Conference Centre	600.00
DJ	600.00
Caterer	3,200.00
Liquor	1,000.00
Liquor Licience	157.50
Decorations	500.00
Total	\$ 12,457.50

Revenue

DVHTA Donation	5,500.00
Racing Fees estimating between 80-120 racers (low end)	1,600.00
Total	\$ 7,100.00



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

CRITERIA		
Policy Requirements:		Notes:
✓	application (complete, signed and accompanied by supporting documents) received by deadline	
✓	benefit the community as a whole or a specific major group within the community	Event showcases 125 skates ages 3-18, plus a potential olympic skater fr. Edmonton
✓	not duplicate past or present local services (unless a need can be demonstrated)	No
	provide equal access to the service without discrimination	
✓	not already be receiving direct or indirect support from the Town for the stated service	No
✓	address an identified need in the community or contribute to the common good of the community	Creates exposure for the Club, Omniplex & attracts out of town visitors
✓	recognize the Town's contribution to the event or service sponsored	Town will be recognized as a co-presenter in program, by MC & Western Review
✓	other revenue sources have been sought or obtained	Tourism marketing grant&program sponsors
✓	is the applicant using the grant funds to leverage other grants or funds	No

Additional Information		Notes:
✓	if this is an annual event/activity, has the Town sponsored it before?	61st Annual Ice Show Yes - 2015 - \$524 in-kind
✓	does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Municipal Sustainability Plan, etc.)?	Yes "Showcase, celebrate and recognize local talent" (SDP)

Comments:

February 20, 2016 - DV Figure Skating Club - 61st Annual "Broadway on Ice" show
Requesting \$560 to cover the setup and take-down fees incurred at the DV Omniplex

Recommendation to Council:

Administration recommends \$500 be awarded to the "61st Annual Broadway Show On Ice" from the Community Event Grant Fund.

Sponsorship Approved: ☐ Yes ☐ No

If yes, indicate amount: \$ _____

Authorized Signature: _____ Date: _____



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT

APPLICATION FORM

Date: January 11, 2016 Event Date: February 20, 2016

Organization Name: Drayton Valley Figure Skating Club

Mailing Address: Box 6813, Drayton Valley AB T7A 1S2

Contact Name: Heather LeBlanc Title: Ice Show Coordinator

Email: 11leblanch@gmail.com Telephone: 780-621-3588

ORGANIZATION MANDATE

Description of the organization's mandate:

Non-profit organization which promotes recreational and elite skating with professional Skate Canada coaches to the community of Drayton Valley and surrounding area.

STATED SERVICE

Details of the stated service or initiative (including date(s), time(s), location(s) and activities):

61st annual ice show "Broadway on Ice"
Date, Time and Location: February 20, 2016 at 4:00pm in Omni 1 arena, Drayton Valley
This event showcases our clubs 125 skaters ages 3-18 with skills they have acquired during the season and a guest skater from Edmonton who is working towards the Olympics.

Number of individuals and/or organizations (please specify) that will benefit from the stated service:

The ice show will attract 500-700 family, friends, and community members. This benefits the club and the Omniplex with exposure, and the community in activity with restaurants visits and some hotel stays.

Manner in which those individuals and/or organizations will benefit:

All of the community skating sports benefit from our club which emphasizes the love of skating in any form and has the professional coaches to provide the service.
The ice show will benefit the community with restaurant and hotel visits from the many friends and family that attend this long standing production.

SPONSORSHIP REQUEST

Reason for request from the Town:

The DVFSC would like to present the club's 61st annual show with the same attention as in past years. Costs for this show are being kept as reasonable as possible but the costs are still high and community sponsors are not in the same position to help as in the past.

Nature of the request and/or amount requested:

The DVFSC would like to be excused from setup and takedown fees charged by the town of Drayton Valley through the Omniplex. This amount is approximately \$560.00 .

Please attach:

✓ a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship

✓ a list of other organizations that have been or will be approached for sponsorship
(no others have been approached for this specific request.)

How will sponsoring organizations be recognized?

The town of Drayton Valley will be promoted on our show posters as a co-presenter, in our program, at our show through the master of ceremony and a thank you in the Western Review after the show.

BY AFFIXING HIS/HER SIGNATURE BELOW, THE APPLICANT CONFIRMS THAT THE FOLLOWING STATEMENTS ARE TRUE, TO THE BEST OF HIS/HER KNOWLEDGE.

1. The information provided is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.
3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

Applicant's Signature: Heather LeBlanc Date: January 11, 2016

MAIL TO:

Town of Drayton Valley
Community Event Grant
Box 6837
Drayton Valley, AB T7A 1A1

DELIVER TO:

Town of Drayton Valley
Community Event Grant
5102 - 52 Street
Drayton Valley, AB

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

The personal information on the Community Event Grant Application is being collected under authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be used to administer Grant Funding. The Town of Drayton Valley will use the aggregate data for program planning and evaluation. All personal information will be protected in accordance with the privacy provision of the *FOIP Act*. If you have any questions about the Grant or questions about the collection, use or disclosure of our personal information, please contact the Town of Drayton Valley at (780) 514-2200.

DV/FSC Projected Budget for 2016 Ice Show

Expenses

Ice Fees	\$ 1,058.00
Setup/ Take down	\$ 560.00
Professional Lighting	\$ 3,200.00
Coaches	\$ 2,600.00
Guest Skater	\$ 2,000.00
Advertising	\$ 1,000.00
Licences	\$ 150.00
Ticket Printing	\$ 300.00
Program Printing	\$ 500.00

Total projected expenses \$ 11,368.00

Income

Ticket Sales	\$ 5,000.00
Program Sales	\$ 240.00
50/50 Raffle	\$ 400.00
Program Sponsors	\$ 600.00
Premium seat raffle	\$ 500.00
Corporate grant	\$ 560.00 Community Event Grant
Corporate grant	\$ 4,258.00 Tourism Marketing Event & Festival Funding Grant
Total income: projected	\$ 11,558.00

As of Jan 11, 2016 we have not been informed of any funds coming from the Tourism Marketing Event & Festival Funding application. The request was for professional lighting and ice fees.



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

CRITERIA		
Policy Requirements:		Notes:
✓	application (complete, signed and accompanied by supporting documents) received by deadline	
✓	benefit the community as a whole or a specific major group within the community	Estimating 250 mothers and daughters to attend.
✓	not duplicate past or present local services (unless a need can be demonstrated)	No
	provide equal access to the service without discrimination	
✓	not already be receiving direct or indirect support from the Town for the stated service	FCSS awarded \$3,000 grant to this project.
✓	address an identified need in the community or contribute to the common good of the community	Combating beauty-related anxiety
✓	recognize the Town's contribution to the event or service sponsored	Conference Guides
✓	other revenue sources have been sought or obtained	FCSS awarded \$3,000 grant to this project.
	is the applicant using the grant funds to leverage other grants or funds	

Additional Information		Notes:
	if this is an annual event/activity, has the Town sponsored it before?	The 2010 Dove Self Esteem Workshop supported by the Town
✓	does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Municipal Sustainability Plan, etc.)?	Yes "Provide opportunities for healthy lifestyle through education and physical activities" (CSP)

Comments:

March 5, 2016 - Aim for Success - I AM MOTHER DAUGHTER CONFERENCE
 Requesting \$3,000
 Under the parameters of the grant educational institutions are not considered for funding. Through the FCSS grant process \$3,000 was awarded to this project. Cost of CETC rental is \$540 plus breakout room rental. Administration suggests that \$750 from the Community Events Grant Funds be awarded to this project.

Recommendation to Council:

Administration recommends \$750 be awarded to the "I AM MOTHER DAUGHTER CONFERENCE" from the Community Event Grant Fund.

Sponsorship Approved: ☐ Yes ☐ No

If yes, indicate amount: \$ _____

Authorized Signature: _____ Date: _____

December 8/15



DRAYTON VALLEY

'Pulling Together'

Town of Drayton Valley

Application for Community Event Grant

Organization Name: Aim for Success

Address: 3505-58 Avenue Drayton Valley, AB T7A 0B8

Title: Christopher Lees-Program Coordinator

Review Period: March 1- June 30, 2016

Contact Name: Christopher Lees

Telephone #s: 587-277-0147

Date: December 9, 2015

Organization Mandate

Description of the organization's mandate:

Aim for Success is one of 37 projects in a province wide Mental Health Capacity Building in School Initiative. The initiative is led by the Alberta Health Services- Addiction and Mental Health in partnership with Alberta Education and other partners and community agencies, with funding from Alberta Health and Wellness. Aim for Success works to Advance cultures that strengthen the capacity of schools and communities to promote mental health and wellness in its children, youth and families through capacity building, universal programming, mentorship and professional development opportunities

As of 2014 Aim for Success provides services to 7 schools across the community of Drayton Valley. Utilizing web and social media and front line professional development the Aim for Success team works to empower educators directly and provide them with programming and tools to support children and youth around mental health and wellness.

Aim for Success provides evidence based front line universal programming that supports over 1,400 students within our community each year. Along with this, the program also provides support within the areas of bullying reduction, mentoring and summer camps. Aim for Success also partners to provide regular local community events and educational opportunities to help reduce the stigma of mental health and bring families together to connect and build stronger communities.

The Aim for Success team consists of a coordinator, three success mentors and an advisory group consisting of local partners. Together, using schools as Hubs, the team provides a selection of services that connects the community to schools and programs that promote positive mental health for students and community members.

3000

Stated Service

Details of the stated service or initiative (including date(s), time(s), location(s) and activities):

In celebration of international women's day 2016, Aim for Success along with local partners (FCSS, Town of Drayton Valley, Women in business network, primary care network and the wild rose school division) is delivering a mother daughter wellness conference. Building on our success from the 2010 dove self esteem one day workshop, we are a planning a conference that will provide opportunities for mothers and daughters to explore social and emotional issues together, that will help them to connect and form stronger, closer and more supportive bonds.

Through workshops, guest speakers, activities and projects the individual's grade 6 + and their prospective guardians will have opportunities to explore perceptions around self-esteem, body image, self-confidence and throughout the day will be empowered with tools to help them develop a healthy self image.

The new CETC Center will be the location for this conference, it will run from the evening of March 4 – March 5 all day.

Number of individuals and/or non-profit organizations that will benefit from the stated service:

We are estimating to have 250 mothers and daughters attend and to benefit from this conference. Participation in the workshops, activities and projects offered, as well as listening to our guest speaker Molly Burke's presentation will help to create special bonds and connections between mothers and daughters as they share and discuss with each other the social and emotional issues that they encounter in their lives as women. The mothers and daughters will be empowered with tools and will be connected both to other like minded individuals but also local resources to help support continued learning and growth.

Manner in which those individuals and/or non-profit organizations will benefit:

Beauty-related anxiety is a big problem, and is recognized as an important issue by young people all around the world. Australian girls say that body image is one of their top three worries in life. 1 in 3 six-year-olds in Japan experiences low body confidence. 81% of 10-year-old girls in the U.S. are afraid of being fat. And more than 110,000 girls in Brazil underwent cosmetic surgery in 2009.

When girls hold themselves back because of the way they think they look, society misses out. Our own Global research shows that 6 out of 10 girls are so concerned with the way they look, they avoid participating in a range of activities. Studies in Finland, China and the U.S. show that girls' relationship with the way they look has an direct impact on their academic performance: girls who think they are overweight, irrespective of their actual weight, have lower grades. And the negative impact of low body confidence continues later on in life, with 17% of women claiming they won't go to a job interview and 8% missing work on days when they feel bad about the way they look.

We believe beauty should be a source of confidence, not anxiety. We want to see a world free of appearance-related anxiety so that girls can grow up to be confident and active members of society. This conference is focusing on reshaping girls and women's perception of themselves and in turn helping them to discover what real beauty is. Together at this conference, mothers and daughters will build a stronger, more resilient and self-confident community

Sponsorship Request

Reason for request from the Town:

Working in partnership with the town and FCSS, as the two main lead partner organizations, Aim for Success is seeking to deliver this program to help support local residents around relationship enhancement and family growth. The conference will also showcase the new CETC center and enhance local tourism.

Nature of the sponsorship and amount requested:

Requesting \$3000 to help cover the cost of the CETC rental and the facilitation of 20 workshops, supplies, honorariums and promotion.

Please attach: a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship a list of other organizations that have been or will be approached for sponsorship

How will sponsoring organizations be recognized:

Sponsoring organizations will be recognized through promotional items such as brochures, posters and conference guides.

BY AFFIXING HIS/HER HAND AND SEAL BELOW, THE APPLICANT CONFIRMS THAT THE FOLLOWING STATEMENTS ARE TRUE, TO THE BEST OF HIS/HER KNOWLEDGE:

1. The information provided above is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.
3. I understand and agree that this application for municipal sponsorship, or any information related thereto, is not confidential information and may be released by the Town of Drayton Valley.

APPLICANT'S SIGNATURE

DATE

I AM - Mother/Daughter Conference Budget A

Expenses Budgetted			Grants applied for:		
Guest Speaker	\$5,000.00	FCSS Grant	\$5,000.00		
Venue	\$3,000.00	Town DV Grant	\$3,000.00		
Advertising & Printing	\$750.00	DVHTA Grant	\$3,000.00		
Catering	\$4,500.00	Registration	\$2,400.00		
Supplies ,gift bags etc	\$750.00	Brazeau County	\$3,000.00		
Drinks and Snacks	\$750.00	Business Spon	\$1,000.00		
Honorariums	\$1,500.00				
MIsc	\$450.00				
Dinner with Molly event	\$1,000.00				
Total	\$17,700.00	Total	\$17,400.00		
			potential Total	\$0.00	
Grants applying for to date		Requested amount	Approved amounts		
FCSS		\$5,000	\$3,000		
CIP		---	Not budgetted as monies will be allocated after conference		
DVHTA		\$5,000	Declined		
Brazeau County		\$3,000			
Business to be approached					
ATB bank		\$1,000			
RBC bank		\$1,000			
Synopec		\$1,000			
Conoco Philips		\$1,000			
Nelson Bros		\$1,000			
Credit Union		\$1,000			



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

CRITERIA		
Policy Requirements:		Notes:
✓	application (complete, signed and accompanied by supporting documents) received by deadline	
✓	benefit the community as a whole or a specific major group within the community	For employees and employers to inform the Community on mental health concerns.
	not duplicate past or present local services (unless a need can be demonstrated)	
✓	provide equal access to the service without discrimination	specific targets municipalities, schools, service sector, businesses, gen. citizens
✓	not already be receiving direct or indirect support from the Town for the stated service	No
✓	address an identified need in the community or contribute to the common good of the community	Working towards a healthy community where people are resilient, connected & safe
✓	recognize the Town's contribution to the event or service sponsored	Yes
✓	other revenue sources have been sought or obtained	Gov't of Alberta & Wild Rose School Div.
✓	is the applicant using the grant funds to leverage other grants or funds	No

Additional Information		Notes:
✓	if this is an annual event/activity, has the Town sponsored it before?	First time event
✓	does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Municipal Sustainability Plan, etc.)?	Yes "The Town of Drayton Valley is a community of resilience" (CSP)

Comments:

March 7, 2016 - Healthy Communities Coalition - Workplace Wellness Conference
 Requesting \$5,000, \$2,000 for MacKenzie Conference Centre rental(actual MCC costs \$700 to \$1,000)

Recommendation to Council:

Administration recommends \$1,000 be awarded to the "Workplace Conference" from the Community Event Grant Fund.

Sponsorship Approved: ☐ Yes ☐ No

If yes, indicate amount: \$ _____

Authorized Signature: _____ Date: _____



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: December 22, 2015 Event Date: March 7, 2016

Organization Name: Healthy Communities Coalition

Mailing Address: 4410-50 ave, Drayton Valley, AB T7A 0B3

Contact Name: Jessica Doucette Title: Health Promotion Facilitator/Chair

Email: jessica.doucette2@albertahealthservices.ca Telephone: 780-514-7234

ORGANIZATION MANDATE

Description of the organization's mandate:

The Healthy Communities Coalition (HCC) vision is that "we are committed to collaborating towards a healthy community where people are resilient, connected, supported and safe".
The purpose of the HCC is to provide a platform for collaborative relationships that work towards preventing health and social issues by reducing risk factors and increasing resiliency and enhancing protective factors.

STATED SERVICE

Details of the stated service or initiative (including date(s), time(s), location(s) and activities):

HCC is proud to host the first "Drayton Valley and District Workplace Wellness Conference 2016" which targets employees and employers and helps them to develop awareness, skills and connections with service providers for the creation of supportive work environments specifically targeting mental health concerns, domestic violence and substance abuse.

Date: March 7, 2015

Time 8:30-4:00pm

Location: MacKenzie Conference Center

Number of individuals and/or organizations (please specify) that will benefit from the stated service:

This conference will be open to any employees, employers or organizations interested in enhancing workplace wellness. Specific targets include municipalities, schools, businesses, service sectors and general citizens.

Manner in which those individuals and/or organizations will benefit:

Presentations will include info on mental health - stigma, how to identify and create supportive environments that prevent mental illnesses, support those with mental health needs and their families so workplace productivity remains high and the environment positive. Promotion and brief introduction to local mental health and suicide prevention training opportunities. Substance abuse and domestic violence stigma, supports for individuals and families, identification and recovery information will be covered. Employees and employers will have the opportunity to learn together and in separate groups to cover more targeted information. Key note speaker is former NHL goalie Clint Malarchuk - bio attached.

SPONSORSHIP REQUEST

Reason for request from the Town:

HCC is a non profit organization that works towards supporting the Social Development Plan and increasing the health and wellbeing of Drayton Valley, Brazeau county and area citizens. We are at the infancy of our development and have yet to create financial independence although we are starting to build strategies towards this. This event will be critical during these high stress times for anyone. We need support from the Town so that we may hold this critical event to advance knowledge, services and reduce stigma around mental health concerns, substance abuse and domestic violence and build healthy workplaces for all.

Nature of the request and/or amount requested:

The HCC requires support from the Town of Drayton Valley in the way of:

- Donation of the MacKenzie Conference Centre for the event.
- Encouraging the attendance of council and Town employees at the event.
- Additional funds to support the guest speaker Clint Malarchuk and other speakers.

Amount - \$5000

Please attach:

a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship

a list of other organizations that have been or will be approached for sponsorship

How will sponsoring organizations be recognized?

Sponsorship recognition is based on sliding scale Sponsorship Package - attached.

General - logos on scrolling PowerPoint, on agenda, signage, public acknowledgement, in media releases, space in trade show, tickets for employers/employees, free training in Mental Health First Aid (MHFA) or Applied Suicide Intervention Skills Training (ASIST)

1. The information provided is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.
3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

MAIL TO:

DELIVER TO:

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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December 22, 2015

As per requirements for the Town of Drayton Valley 'Support Grants for Community Events' here is a listing of organizations that have been or will be approached for support of the ***"Drayton Valley and District Workplace Wellness Conference 2016"***.

Financial supports:

- Government of Alberta – Job, Skills, Training and Labour
- Wild Rose School Division - confirmed

Future financial requests (no commitment at this time)

- Various businesses through the sponsorship packages and ticket sales
- Alberta Crime Fund
- Breton FCSS

Supportive In-Kind partners:

- Pembina Crisis Connections Society
- AHS – Addictions and Mental Health and Health Promotion
- Alberta Council of Women's Shelters
- Wild Rose School Division
- HCC members

For more information please contact Catie Hickman at 780-621-2363 or Jessica Doucette at 780-521-7234; dvworkplacewellness@gmail.com.

On behalf of Healthy Communities Coalition;

A handwritten signature in black ink, appearing to read 'Jessica Doucette', is written over a horizontal line.

Jessica Doucette, RN BScN
School and Community Health Facilitator

jessica.doucette2@albertahealthservices.ca

HCC Workplace Wellness Conference 2016
BUDGET (2nd draft Dec 22, 2015)

Income	Unit Price	Financial Y/N	In kind Y/N	
Early bird tickets	\$50x 100	Y		\$5,000.00
Ticket Sales	\$75x 50	Y		\$3,750.00
Sponsorships				
	Town of DV*	Y	Y	\$5,000.00
	WRSD	Y	Y	\$600.00
	Other			
*anticipated				
Sub-total				\$14,350.00
Grants	Unit Price	Financial Y/N	In kind Y/N	
Alberta Works*		Y	N	\$18,300.00
Sub-total				\$18,300.00
*anticipated				
Total Incon				\$32,650.00
Expenses	Amount			
Keynote Speaker Clint Malarchuk				
Fee				\$7,500.00
Expenses				
	Accomodation			\$300.00
	Travel			\$1,000.00
	Other			\$500.00
Sub-total				\$9,300.00
Financial Y/N In kind Y/N				
Other Speakers:				
AHS - Ron Beach				
Provincial Prev. Unit	Expenses			\$3,000.00
	Fee	N	Y	
Mindfulness				
Darlene Ferris	Expenses			
WRSD	Fee	N	Y	\$1,000.00
Monaueu Shappell				
	Expenses	Y	N	
	Fee \$1,500 x2			\$3,000.00
Domestic Violence in the Workplace				
ACWS	Expenses			
	Fee			\$2,500.00
Sub-total				\$9,500.00
Total				\$18,800.00

HCC Workplace Wellness Conference 2016
BUDGET (2nd draft Dec 22, 2015)

Venue:

Mackenzie Centre	\$2,000.00
Fee	
Extra Staff	
Breakout Rooms	
ETC?	

Coffee	\$300.00
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Audio Visual	\$800.00
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Catering	\$20 x 150	\$3,000.00
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Linens		\$1,200.00
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Sub-total	\$7,300.00
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Adminitstration:

Advertising	\$5,900.00
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 Signage

 Postage

 Logo, Invitation, Ticket Design

 Printing

Sub-total	\$5,900.00
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Gifts for Guest

	Books \$20 x 150	Sub-total \$3,000.00
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Total	\$16,200.00
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Total Exper.	\$35,000.00
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Total without in-	\$31,000.00
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Contact:
Catie Hickman, Coordinator
Pembina Crisis Connection Society
dvworkplacewellness@gmail.com, 780-621-2363

Drayton Valley and District Workplace Wellness Conference 2016

Sponsorship Packages

Platinum \$2,500*

- Large logo on all registration signage
- Recognition on media advisory/release for event
- Logo on event agenda on each table
- Logo recognition on scrolling PowerPoint and inclusion of a quote about workplace wellness or theme
- Public acknowledgement of your support at the event (verbally)
- Prominent space in the trade show area to highlight company & wellness programs
- Invitation to participate in post-event media availability
- One table for eight (8) for your staff/managers/special guests. Your logo will be prominently displayed on these tables
- Opportunity to integrate event logo onto your CSR webpage
- Complementary training session of your choice (Mental Health First Aid-MHFA, Applied Suicide Intervention Skills Training-ASIST, Mental Health in the Workplace Presentation-MHWP) for up to 30 participants your staff
- Option to have leader at organization to fill one of two event chair roles.

Gold \$1,000*

- Logo on all registration signage
- Recognition on media advisory/release for event
- Logo on event agenda on each table
- Logo recognition on scrolling PowerPoint
- Public acknowledgement of your support at the event (verbally)
- Space in the trade show area to highlight company & wellness programs
- Four (4) complimentary tickets for your staff/managers/special guests. Your logo will be prominently displayed on these tables
- Invitation for two designated staff members to attend a group training session of your choice (Mental Health First Aid-MHFA, Applied Suicide Intervention Skills Training-ASIST, Mental Health in the Workplace Presentation-MHWP)

Silver \$500*

- Logo on event agenda on each table
- Logo recognition on scrolling PowerPoint
- Public acknowledgement of your support at the event
- Space in the trade show area to highlight company & wellness programs
- Two (2) complimentary tickets for your staff/managers/special guests (if you can use them)
- Invitation for a staff member to attend a group training session of your choice (Mental Health First Aid-MHFA, Applied Suicide Intervention Skills Training-ASIST, Mental Health in the Workplace Presentation-MHWP)

Bronze \$250*

- Logo recognition on scrolling PowerPoint
- Public acknowledgement of your support at the event
- Space in the trade show area to highlight company & wellness programs
- Recognition of specifically sponsored items/programs

* All dollar values can be combined cash and in-kind support

BIOGRAPHY:

Clint Malarchuk

Former NHL Goaltender | Mental Health Advocate | Motivational Speaker

No job in the world of sports is as intimidating, exhilarating, and as stress-ridden as that of an NHL hockey goaltender. Now imagine doing that job while suffering high anxiety, obsessive compulsive disorder and depression, and having your career nearly literally cut short by a skate slicing across your neck. Clint Malarchuk shares his extraordinary and heart-wrenching life story—which includes his long battle with alcoholism and almost ending his life by a gunshot to the head—in his relentless effort to help end the stigma of mental illness and to help others who may suffer as well.

Malarchuk, who was born in Grand Prairie, Alberta, and raised in Edmonton, played junior hockey in the Western Hockey League. He went on to play professionally in the NHL for the Quebec Nordiques, the Washington Capitals, and the Buffalo Sabres, and in the IHL for the Las Vegas Thunder. He compiled a career record of 141 wins, 130 losses, 45 ties, 12 shutouts, and an .885 save percentage.

After leaving the NHL as a player, he served as head coach of the IHL Las Vegas Thunder and the Idaho Steelheads. He was then a goaltending coach for the NHL Florida Panthers and the Columbus Blue Jackets. He became the goaltending consultant for the Atlanta Thrashers in 2010, going from there to the Calgary Flames, and retiring from the team in 2014.

His memoir, *The Crazy Game: How I Survived in the Crease and Beyond*, was published in 2014.



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

CRITERIA		
Policy Requirements:		Notes:
	application (complete, signed and accompanied by supporting documents) received by deadline	
	benefit the community as a whole or a specific major group within the community	
	not duplicate past or present local services (unless a need can be demonstrated)	
	provide equal access to the service without discrimination	
	not already be receiving direct or indirect support from the Town for the stated service	
	address an identified need in the community or contribute to the common good of the community	
	recognize the Town's contribution to the event or service sponsored	
	other revenue sources have been sought or obtained	
	is the applicant using the grant funds to leverage other grants or funds	

Additional Information		Notes:
	if this is an annual event/activity, has the Town sponsored it before?	
	does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Municipal Sustainability Plan, etc.)?	

Comments:

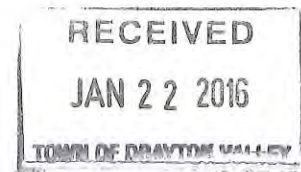
Recommendation to Council:

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Sponsorship Approved: Yes No

If yes, indicate amount: \$ _____

Authorized Signature: _____ Date: _____



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: Jan 20/16 Event Date: March 10-13
Organization Name: Peewee Provincial Tournament
Mailing Address: Box 5408 Drayton Valley AB T7A 1R5
Contact Name: Krista Colford Title: Tournament Coordinator
Email: kristacolford@telus.net Telephone: 780-898-2903

ORGANIZATION MANDATE

Description of the organization's mandate:

Drayton Valley Minor Hockey (DVMH) is a non profit organization designed to promote hockey in the community and offer a full ranged hockey program to players of all ages and skill level.

STATED SERVICE

Details of the stated service or initiative (including date(s), time(s), location(s) and activities):

Our tournament games run Friday Sat & Sun from 830am - 630pm. Opening Ceremonies are at 245pm March 11th, a team banquet is Friday March 11th at 7pm and Closing ceremonies Sunday March 13th commencing the tournament and presenting Championship banners

Number of individuals and/or organizations (please specify) that will benefit from the stated service:

The beneficiaries of this event will be DVMH families. Our tournaments are a major source of revenue for DVMH and is what keeps our annual fees from increasing. Tourism in Drayton Valley will also benefit over the course of the weekend by way of the visiting teams staying in our hotels and dining in our restaurants.

Manner in which those individuals and/or organizations will benefit:

Tournaments are a major source of revenue for DVMH, which is what helps keep the annual fees from increasing.

SPONSORSHIP REQUEST

Reason for request from the Town:

There are many expenses incurred to prepare for this event, and business sponsorship is at a minimum due to the economy.

Nature of the request and/or amount requested:

\$5,100. We would be grateful to have the following covered by funding. Player memorabilia, opening/closing ceremonies, tournament program, medical services and Hockey Alberta Representative hotel and meals. Please see attached budget.

Please attach:

a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship

a list of other organizations that have been or will be approached for sponsorship

How will sponsoring organizations be recognized?

Sponsors will be recognized by way of signage at the arena, in the program and in the newspaper after the tournament.

BY AFFIXING HIS/HER SIGNATURE BELOW, THE APPLICANT CONFIRMS THAT THE FOLLOWING STATEMENTS ARE TRUE, TO THE BEST OF HIS/HER KNOWLEDGE.

1. The information provided is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.
3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

Applicant's Signature: _____

Krista Coggerd

Date: _____

Jan 20/16

MAIL TO:

Town of Drayton Valley
Community Event Grant
Box 6837
Drayton Valley, AB T7A 1A1

DELIVER TO:

Town of Drayton Valley
Community Event Grant
5102 - 52 Street
Drayton Valley, AB

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

The personal information on the Community Event Grant Application is being collected under authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be used to administer Grant Funding. The Town of Drayton Valley will use the aggregate data for program planning and evaluation. All personal information will be protected in accordance with the privacy provision of the *FOIP Act*. If you have any questions about the Grant or questions about the collection, use or disclosure of our personal information, please contact the Town of Drayton Valley at (780) 514-2200.



Revenue	
Corporate sponsorship/ Advertising	\$15,000.00
DV Tourist	\$2,500.00
50/50	\$1,500.00
Ticket Sales/Program Sales	\$2,200.00
Raffle Table Sales	\$3,000.00
Total Revenue:	\$24,200.00

Expenses	
Tournament Hospitality	Donated
Game Announcers & Music Coordinator	Donated
Raffle Tables Item	Donated
Player of the game Award	Donated
Tournament Trophies	Donated
Team Manager Portfolios	Donated
Equipment Storage	Donated
Arena and Facility (includes off ice officials)	\$4,500.00
Championship Banners	\$400.00
On Ice Officials	\$3,000.00
Player Memorabilia	\$2,000.00
Opening/Closing Ceremonies	\$1,000.00
Advertising	\$1,000.00
Tournament Program	\$500.00
Hockey Alberta Representative Hotel/ Meals	\$600.00
Medical Services	\$1,000.00
Miscellaneous Hospitality (swag bags)	\$500.00
Banquet	\$4,000.00
Committee Reserve/Profit	\$5,700.00
Total Expenses	\$24,200.00



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

CRITERIA		
Policy Requirements:		Notes:
✓	application (complete, signed and accompanied by supporting documents) received by deadline	
✓	benefit the community as a whole or a specific major group within the community	145 children from Drayton Valley, Brazeau & Parkland Counties
	not duplicate past or present local services (unless a need can be demonstrated)	
✓	provide equal access to the service without discrimination	All are welcome to participate
✓	not already be receiving direct or indirect support from the Town for the stated service	No
✓	address an identified need in the community or contribute to the common good of the community	Involving children in the sport of gymnastics
✓	recognize the Town's contribution to the event or service sponsored	Town will be recognized in the Gymnastics Clubs Monthly newsletter&in Wester Review
✓	other revenue sources have been sought or obtained	Seeking pledges
✓	is the applicant using the grant funds to leverage other grants or funds	No

Additional Information		Notes:
✓	if this is an annual event/activity, has the Town sponsored it before?	Annual event
✓	does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Municipal Sustainability Plan, etc.)?	Yes "Recreational facilities and programs are available and accessible for all (CSP)

Comments:

March 12, 2016 - Brazeau Gymnastics - Brazeau Gymnastics Club Fun Day
Brazeau Gymnastics Club requesting \$500 to cover cost of participant medals and prizes for March 12th Fun Day

Recommendation to Council:

Administration recommends \$500 be awarded to the "Gymnastic Club Fun Day" from the Community Event Grant Fund.

Sponsorship Approved: ☐ Yes ☐ No

If yes, indicate amount: \$ _____

Authorized Signature: _____ Date: _____



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: Jan. 21, 2016 Event Date: March 12, 2016
Organization Name: Brazeau Gymnastics Club
Mailing Address: Box 7512 Drayton Valley T7A 1S7
Contact Name: Melanie Smith Title: President
Email: Melanie.rsmith@hotmail.com Telephone: 780-621-2010

ORGANIZATION MANDATE

Description of the organization's mandate:

Our mission is to provide recreational and competitive gymnastics to children aged 18 months to adult within the area of Brazeau County, Parkland County, and the town of Drayton Valley.

STATED SERVICE

Details of the stated service or initiative (including date(s), time(s), location(s) and activities):

On March 12 we are holding our annual gymathon. We are having a Fun Day event where all kids are able to participate and every child wins a prize. It starts at 9:00 AM and runs until 4 PM at our gym. All activities are gymnastics based and runs in conjunction with Albert Gymnastics week to celebrate the sport of gymnastics.

Number of individuals and/or organizations (please specify) that will benefit from the stated service:

We have 145 kids enrolled in our club that will benefit from this day, and all are welcome to participate.

Manner in which those individuals and/or organizations will benefit:

the kids get to celebrate the sport that they love, Parents, Grandparents etc. all get an opportunity to come watch. Kids have to pledge to participate in the skills for the day so the club will benefit too.

SPONSORSHIP REQUEST

Reason for request from the Town:

For the purchase of medals and prizes for the children to participate for the day.

Nature of the request and/or amount requested:

We are requesting \$500.00 to help cover the cost of medals and other prizes.

Please attach:

a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship

a list of other organizations that have been or will be approached for sponsorship

How will sponsoring organizations be recognized?

You will be recognized in our monthly newsletter as well as verbally the day of the event. We will be submitting an article in the newspaper and we will mention you in it.

BY AFFIXING HIS/HER SIGNATURE BELOW, THE APPLICANT CONFIRMS THAT THE FOLLOWING STATEMENTS ARE TRUE, TO THE BEST OF HIS/HER KNOWLEDGE.

1. The information provided is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.
3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

Applicant's Signature: _____



Date: _____

Jan 21 / 2016

MAIL TO:

Town of Drayton Valley
Community Event Grant
Box 6837
Drayton Valley, AB T7A 1A1

DELIVER TO:

Town of Drayton Valley
Community Event Grant
5102 - 52 Street
Drayton Valley, AB

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

The personal information on the Community Event Grant Application is being collected under authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be used to administer Grant Funding. The Town of Drayton Valley will use the aggregate data for program planning and evaluation. All personal information will be protected in accordance with the privacy provision of the *FOIP Act*. If you have any questions about the Grant or questions about the collection, use or disclosure of our personal information, please contact the Town of Drayton Valley at (780) 514-2200.

Brazeau Gymnastics Club Gymathon

March 12, 2016

Past years we have raised \$5000-\$6000 in pledges.

Our expenses are:

- \$300 for lunch for gymnasts

- \$1000-\$1200 for medals and prizes

- \$200 for coaching costs

In the past we have done well with our gymathon but we do not expect the same success or participation this year due to the economic downturn.

We have not approached any other organizations for sponsorship.

AGENDA ITEM: 7.2.	Youth Arts, Heritage and Culture Grant Application – First Quarter Allocation
Department:	Community Services Department
Presented by:	Councillor Bossert
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

The Town of Drayton Valley recognizes the importance of culture, heritage and art including dance, film, video, new media, music, the literary, visual, theatrical and performing arts, and aboriginal culture in our community. The Youth Arts, Heritage and Culture Grant has been established to recognize the enthusiasm and dedication of our young individuals to pursue achievements in arts, heritage and culture. The first quarter deadline was January 22, 2016 and \$2,500.00 is available for distribution.

The “Frames Film Festival” creates an event where the “Arts can be celebrated and opportunities to get involved are made available for all ages”; a goal outlined in the 2015-2019 Community Sustainability Plan.

RECOMMENDATION:

That Town Council award the Frames Film Festival a total of \$1,000.00 from the Youth Arts, Heritage and Culture Grant.



TOWN OF DRAYTON VALLEY

YOUTH - ART, HERITAGE AND CULTURE GRANT CHECKLIST

OFFICE USE ONLY

CRITERIA		
Guideline Requirements:		Notes:
	Applicant is 18 years of age or younger.	
✓	Applicant is participating or competing in events as shown in official letter from the appropriate organization.	Applicant is organizing the event
✓	How the applicant will recognize the Town's contribution to the event or service sponsored.	Yes in advertising

Additional Information		Notes:
	Receipts and/or quotes submitted by applicant or "with application" as below.	
✓	Budget for attendance at the event.	
✓	List of sponsorship or funding requests from other sources.	Approaching Brazeau County and local business
✓	Poster or brochure of the event submitted with application.	No

Comments:

Frame Film Festival to be held on April 30 and May 1, 2016
Requesting \$1,250.00

Recommendation to Council

Administration recommends \$1,000.00 be awarded to the "Frames Film Festival" from the Youth Arts, Heritage and Culture Grant.

Sponsorship Approved:

☐

Yes

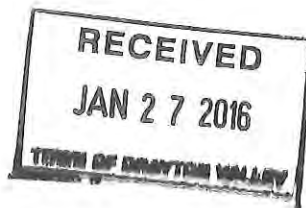
☐

No

If yes, indicate amount: \$ _____

Authorized Signature: _____

Date: _____



TOWN OF DRAYTON VALLEY COMMUNITY EVENT GRANT APPLICATION FORM

Date: Jan 22 2016 Event Date: April 30th - May 1st
Organization Name: Frames Film Festival
4115 MacKenzie Ave T7A 1A8
Mailing Address: _____
Contact Name: Keegan Colwell Title: Organizer
Email: keegancolwell@gmail.com Telephone: 587 277 6824

ORGANIZATION MANDATE

Description of the organization's mandate:

To promote local art, especially film, through a competitive two day film festival.

STATED SERVICE

Details of the stated service or initiative (including date(s), time(s), location(s) and activities):

On the evening of April 30th and the afternoon of May 1st, there will be Local films showcased and then judged, a local band playing during break, and then a professional film maker showing their film. These events will take place at the Eleanor Pickups Arts Centre.

Number of individuals and/or organizations (please specify) that will benefit from the stated service:

The Eleanor Pickup Arts Centre, the local film Community, and the art community in general. Area residents, other film makers and the. Town of Drayton Valley

Manner in which those individuals and/or organizations will benefit:

The Eleanor Pickup Arts Center will benefit in that they are fulfilling their goal of becoming a home for the arts in Drayton, as well as diversifying the utilization of the theatre. Local Artists will have their artwork debuted as an aspect of advertising (posters). Select musicians will also have an opportunity to play at the festival. Of course film makers have an incentive to create movies and receive some attention for their work. It will benefit the town by helping them fulfill their sustainability initiative and encourage development of a well-rounded, arts-inclusive culture.

SPONSORSHIP REQUEST

Reason for request from the Town:

We required funding to pay for the EPAC rental, as well as a screen and projector, a small award for first place, and marketing.

Nature of the request and/or amount requested:

We are requesting \$1250 to cover all the costs of the festival.

Please attach:

a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship

a list of other organizations that have been or will be approached for sponsorship

How will sponsoring organizations be recognized?

On Advertising (Presented by) as well as acknowledged at Event.

BY AFFIXING HIS/HER SIGNATURE BELOW, THE APPLICANT CONFIRMS THAT THE FOLLOWING STATEMENTS ARE TRUE, TO THE BEST OF HIS/HER KNOWLEDGE.

1. The information provided is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.
3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

Applicant's Signature: Ken Halrell Date: Jan 22 2016

MAIL TO:

Town of Drayton Valley
Community Event Grant
Box 6837
Drayton Valley, AB T7A 1A1

DELIVER TO:

Town of Drayton Valley
Community Event Grant
5102 - 52 Street
Drayton Valley, AB

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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Frames Film Festival Budget

Expenses

\$100 for Rentals (Screen and Projector)

\$550 EPAC rental and Insurance

\$350 Marketing (Posters, Website, Newspaper, Facebook google)

\$250 operating expense (T-shirts, concession)

1250

Revenue

Ticket Sales (\$500*)

concession T-shirts (\$100*)

advertising spots (\$250)

850

*Any profit goes to event for next year

List of organization that will be approached

The County of Brazeau

Local businesses (Whitebull, Three knights, The Hoteliers Association)

AGENDA ITEM: 7.3.	Green Municipal Fund Grant Agreement - Net Zero Study
Department:	Community Services Department
Presented by:	Councillor Fredrickson
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

The Aquatic Fund Development Strategy Committee has been awarded a Green Municipal Fund through the Federation of Canadian Municipalities to undertake a Net Zero Study for a proposed new aquatic facility. The objective of the study is to identify green technologies and energy-saving measures that can be applied to a new aquatic facility, all with the aim of developing a building that produces as much energy as it consumes.

This is a joint project with Brazeau County, and the two municipalities are sharing equally in the matching funds for the GMF grant. The Town of Drayton Valley is serving in the capacity as the Administrator of the grant and is therefore required to enter into an agreement with the Federation of Canadian Municipalities for the GMF grant.

The attached agreement outlines the terms, conditions, and administrative requirements for the GMF grant. The agreement has been reviewed by legal counsel and satisfactorily addresses the expectations of the Aquatic Fund Development Strategy Committee. Minor revisions, including the final completion date of the study, and the signing authority will be made to the agreement to reflect the current status.

The agreement is therefore being presented to Council for its approval.

RECOMMENDATION:

That Town Council accept the contract agreement with the Federation of Canadian Municipalities for the Green Municipal Fund Grant.

GREEN MUNICIPAL FUND (GMF)

No.: 15005

Title: Town of Drayton Valley's Aquatic Facility Net Zero Design

**Grant Agreement
Study**

Between

TOWN OF DRAYTON VALLEY

- and -

**FEDERATION OF CANADIAN MUNICIPALITIES,
as Trustee of the Green Municipal Fund**

This document is not an offer to enter into a contract and, until executed by all parties, it is not a contract.

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GRANT AGREEMENT

THIS AGREEMENT is effective as of the date of last signature on the signature page.

BETWEEN:

THE TOWN OF DRAYTON VALLEY

(herein called "Recipient")

-and-

FEDERATION OF CANADIAN MUNICIPALITIES, as Trustee of the Green Municipal Fund

(herein called "FCM")

WHEREAS:

- (a) the Government of Canada (herein called "GoC") and FCM have established the Green Municipal Fund (herein called "GMF") to assist municipalities in Canada with municipal environmental projects and to, *inter alia*, provide grants for plans, feasibility studies, and pilot projects respecting such proposed projects;
- (b) the GoC has funded GMF, which is being administered by FCM as trustee thereof;
- (c) FCM, in its capacity as trustee of GMF, has agreed to provide the Recipient with a grant for use by the Recipient solely for the plan, study or pilot project described in this Agreement; and
- (d) this Agreement contains the terms for the administration and remittance of the grant by FCM to the Recipient and the use of the grant by the Recipient.

NOW THEREFORE, the parties hereby agree as follows:

ARTICLE 1 DEFINITIONS AND SCHEDULES

Section 1.01 Definitions.

Whenever used in this Agreement and unless the context otherwise requires, the following terms have the following meanings:

"Audit Report" means the audit report attached as Part 2 of Schedule F;

"Authorizing By-law(s) or Authorizing Resolution" has the meaning provided in Section 4.01;

"Business Day" means a day of the year other than a Saturday or Sunday or a statutory holiday observed in the Province of Ontario;

"Certificate of Incumbency and Authority" means the certificate attached as Schedule C;

“Claim Summary With Supporting Documentation” means a form of claim summary provided by FCM to the Recipient prior to a Request for Contribution;

“Claim Summary Without Supporting Documentation” means a form of claim summary provided by FCM to the Recipient prior to a Request for Contribution;

“Contribution” means, the Grant Amount advanced by FCM to the Recipient as provided in this Agreement;

“Contribution Date” has the meaning provided in Section 2.05;

“Eligible Costs” has the meaning provided in Part 2 of Schedule A;

“Final Contribution” means the last disbursement of the Grant Amount. In the event that the Recipient obtains the Grant Amount in a single contribution, Final Contribution has the same meaning as Contribution;

“Final Study” means the final version of the report summarizing the activities undertaken in conducting the feasibility study or pilot project described in Part 1 of Schedule A;

“Financial Audit” means an audit of the Recipient’s Statement of Expenses set forth in Part 3 of Schedule F relating to the Project which is to be conducted at or after the time the Project is completed. The financial audit shall be carried out by an independent public accountant acceptable to FCM in accordance with GAAP and the scope of financial audit outlined in Part 1 of Schedule F. The financial audit shall be completed and submitted with the Statement of Expenses set forth in Part 3 of Schedule F and otherwise in the form of the Audit Report set forth in Part 2 of Schedule F;

“GAAP” means the generally accepted accounting principles for local governments as recommended, from time to time, by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants;

“Grant” means the grant of funds by FCM to the Recipient as contemplated by this Agreement;

“Grant Amount” means the amount of the grant made by FCM to the Recipient, up to the maximum amount set forth in Section 2.02;

“Grant Expiration Date” has the meaning provided in Section 2.04;

“Material Change” means any change:

- (a) to the description of the Project, as provided in Part 1 of Schedule A;
- (b) to the budgeted project costs, as provided in Part 2 of Schedule A; and
- (c) to the particulars of the sources of funding as provided in Part 3 of Schedule A.

“Project” means the plan, feasibility study or pilot project, as applicable, described in Part 1 of Schedule A;

“Project Completion Date” has the meaning provided in Section 2.03;

“Project Completion Report” means the Project completion report attached hereto as Schedule E;

“Project Progress Report” means the report attached hereto as Schedule D;

“Request for Contribution” means the request for contribution attached hereto as Schedule B;

“Statement of Expenses” means the statement of expenses attached as Part 3 to Schedule F;

Section 1.02 Schedules.

The following annexed Schedules form part of this Agreement:

Schedule A: Part 1: Description of the Project

 Part 2: Description of Budgeted Project Costs

 Part 3: Particulars of the Sources of Funding

Schedule B: Form of Request for Contribution

Schedule C: Form of Certificate of Incumbency and Authority

Schedule D: Form of Project Progress Report

Schedule E: Form of Project Completion Report

Schedule F: Audit Requirements

 Part 1: Scope of Financial Audit

 Part 2: Form of Audit Report

 Part 3: Form of Statement of Expenses

Section 1.03 Interpretation.

In this Agreement:

- (a) the division into Sections and the insertion of headings are for convenience of reference only and do not affect the construction or interpretation of this Agreement;
- (b) the expressions "hereof", "herein", "hereto", "hereunder", "hereby" and similar expressions refer to this Agreement and not to any particular portion of this Agreement; and
- (c) unless specified otherwise or the context otherwise requires: (i) references to any Section are references to the Section of this Agreement; (ii) "including" or "includes" means "including (or includes) but is not limited to" and shall not be construed to limit any general statement preceding it to the specific or similar items or matters immediately following it; (iii) references to any legislation, statutory instrument or regulation or a section thereof, unless otherwise specified, is a reference to the legislation, statutory instrument, regulation or section as amended, restated and re-enacted from time to time; (iv) references to currency or to "\$" shall be to lawful currency of

Canada; and (v) words in the singular include the plural and vice-versa and words in one gender include all genders.

ARTICLE 2 THE GRANT

Section 2.01 Grant Purpose.

FCM is providing the Grant to the Recipient for the sole purpose of assisting the Recipient in the preparation of the Project.

Section 2.02 Grant Amount.

Subject to and in accordance with the terms and conditions of this Agreement and in reliance upon the representations, warranties and covenants of the Recipient hereinafter set forth, FCM agrees to contribute towards the Eligible Costs an amount (the “**Grant Amount**”) that is equal to the lesser of:

- (i) the sum of forty-seven thousand five hundred dollars (\$47,500); or
- (ii) fifty percent (50%) of Eligible Costs;

provided that, if the aggregate amount of funding received or to be received from all sources of funding, other than the Recipient, as described in Part 3 of Schedule A (all as determined and calculated by FCM) is greater than the total costs incurred by the Recipient in respect of the Project, as evidenced by the delivery of documentation establishing Eligible Costs, as contemplated in Part 2 of Schedule A, then FCM may reduce the Grant Amount determined pursuant to this Section 2.02 to such amount as it deems appropriate, in its sole and absolute discretion.

Section 2.03 Project Completion Date.

The Recipient anticipates that the Project will be completed by no later than the 1st day of March, 2016 (the “**Project Completion Date**”). As contemplated by Section 5.01, the Recipient shall inform FCM as soon as it becomes aware that the Project is not likely to be completed by such date.

Section 2.04 Grant Expiration Date.

If the Recipient fails to meet the conditions of Contribution set forth in the Form of Request for Contribution and fails to obtain the Final Contribution as provided for in Section 2.05 within the earlier of:

- (a) six (6) months from the Project Completion Date set out in Section 2.03 above, or
- (b) three (3) years from the date of this Agreement,

then FCM may, at its sole and absolute discretion and on notice to the Recipient, forthwith terminate this Agreement.

Section 2.05 Contribution.

The Recipient shall request the advance of the Contribution by delivering to FCM a completed Request for Contribution in the form of Schedule B, indicating the Business Day on which it would like to receive the Contribution (“**Contribution Date**”). Provided that the conditions of Contribution set forth in the Request for Contribution, have been met to the satisfaction of FCM at least thirty (30) days before the Contribution Date, FCM shall advance the Grant Amount on the Contribution Date.

Section 2.06 Evidence of Incurred Costs.

The Recipient shall confirm in a manner satisfactory to FCM, the Eligible Costs incurred by the Recipient in relation to the Project by submitting to FCM:

- (a) a Claim Summary With Supporting Documentation together with copies of supporting invoices and receipts; or
- (b) a Financial Audit (Audit Report and Statement of Expenses) in the form of Schedule F. **All invoices and receipts together with back-up documentation must be kept for audit purposes for at least seven (7) years after the Contribution Date.**

ARTICLE 3 CONDITIONS OF CONTRIBUTION OF THE GRANT

Section 3.01 Conditions of Contribution.

Subject to Section 2.05, the obligation of FCM to remit the Grant Amount is conditional upon the Recipient satisfying the conditions set out in the Request for Contribution attached as Schedule B, to the satisfaction of FCM.

ARTICLE 4 REPRESENTATIONS AND WARRANTIES

Section 4.01 Representations and Warranties.

The Recipient represents and warrants that:

- (a) it is duly established under the laws of the Province of Alberta and has the legal power and authority to enter into, and perform its obligations under, this Agreement and the Project;
- (b) this Agreement has been duly authorized and executed by it and constitutes a valid and binding obligation of it, enforceable against it in accordance with its terms;
- (c) neither the making of this Agreement nor the compliance with its terms and the terms of the Project will conflict with or result in the breach of any of the terms, conditions or provisions of, or constitute a default under any indenture, debenture, agreement or other instrument or arrangement to which the Recipient is a party or by which it is bound, or violate any of the terms or provisions of the Recipient’s constating documents or any license, approval, consent, judgment, decree or order or any statute, rule or regulation applicable to the Recipient;
- (d) the council of the Recipient has passed a resolution or by-law authorizing the preparation of the Project and the entering into of this Agreement (the “**Authorizing By-law(s) or Authorizing**

Resolution”) in full compliance with applicable laws and regulations at meetings at which a quorum was present;

- (e) no application has been made or action brought to quash, set aside or declare invalid the Authorizing By-law or Authorizing Resolution nor have the same been in any way repealed, altered or amended, and such Authorizing By-law or Authorizing Resolution is now in full force and effect;
- (f) it is not subject to any restructuring order under any applicable statutory authority;
- (g) no litigation, arbitration or administrative proceedings are current or pending or have been threatened, and so far as the Recipient is aware no claim has been made, which is likely to have an adverse effect on its preparation of the Project or its compliance with its obligations under this Agreement;
- (h) it owns all right, title and interest, including all intellectual property rights, in and to the Final Plan or Final Study, as applicable, the Project Progress Report(s) and the Project Completion Report, including photographs contained therein, submitted pursuant to this Agreement and has sole and exclusive rights to use thereof. Prior to submission hereof:
 - (i) any person involved in the preparation of such reports will execute and deliver to the Recipient a written agreement which effects the assignment to the Recipient of all right, title and interest therein, including all intellectual property rights, and provides that such person has waived all its non-assignable rights (including moral rights) therein; and
 - (ii) any identifiable person featured in a photograph submitted to FCM, pursuant to this Agreement, will execute and deliver to the Recipient a written agreement granting permission to use his or her image, including but not limited to posting it on a public website;
- (i) the Final Plan or Final Study, as applicable, the Project Progress Report(s) and the Project Completion Report, including photos contained therein, submitted pursuant to this Agreement that the Recipient will submit to FCM will not infringe upon any of the intellectual property rights of any other person and the Recipient has not received any charge, complaint, claim, demand, or notice alleging any interference, infringement, misappropriation or violation of the intellectual property rights of any other person, nor does the Recipient know of any valid grounds for any bona fide claims.

ARTICLE 5 COVENANTS

Section 5.01 Affirmative Covenants.

Unless FCM shall otherwise agree in writing, the Recipient covenants and agrees that it shall:

- (a) use the Grant only for the Project;
- (b) carry out the Project and conduct the activities thereof in compliance with all applicable laws and regulations and, without restricting the generality of the foregoing, in compliance with all applicable environmental, health and safety laws of the Province of Alberta and of Canada;
- (c) carry out the Project with due diligence and efficiency and in accordance with sound engineering, financial and business practices; maintain its accounts, management information and cost control system and books of accounts adequately to reflect truly and fairly the financial condition of the Project and to conform to GAAP. **The Recipient covenants and agrees that it shall keep all such books and records of the Project for at least seven (7) years after the Final Contribution Date;**
- (d) upon FCM's request with reasonable prior notice thereto, permit representatives of FCM, during its normal office hours, to have access to its books of accounts and records relating to the Project and permit FCM to communicate directly with, including the receipt of information from, its external auditors regarding its accounts and operations relating to the Project;
- (e) clearly label as confidential all information embodied in tangible form that is prepared and/or delivered by or on behalf of the Recipient to FCM pursuant to this Agreement, that the Recipient deems to be confidential information, and if the information that the Recipient deems to be confidential information is disclosed orally or visually, the Recipient shall clearly identify it as such at the time of disclosure ("**Confidential Information**");
- (f) provide two versions of each report in the event that a Project Progress Report, Project Completion Report and/or Final Plan or Final Study, as applicable, contains Confidential Information. The version containing Confidential Information shall be clearly labeled as confidential and will be treated as confidential by FCM. The version that does not contain Confidential Information may be posted on FCM's public website and/or made available through other social media websites or tools and otherwise made available to interested third parties;
- (g) incorporate the following language into the Final Plan or Final Study, as applicable, and the Project Completion Report, unless it has received written notice to the contrary from FCM:

"© 201~~X~~, **Town of Drayton Valley**. All Rights Reserved.

The preparation of this feasibility study was carried out with assistance from the Green Municipal Fund, a Fund financed by the Government of Canada and administered by the Federation of Canadian Municipalities. Notwithstanding this support, the views expressed are the personal views of the authors, and the Federation of Canadian Municipalities and the Government of Canada accept no responsibility for them."

- (h) comply with FCM's communication requirements, for the period between the signature of this Agreement and the date that is five (5) years following the Final Contribution and shall:

- (i) cooperate with FCM, who will lead the preparation and issuance of a news release announcing GMF funding for the Project and/or the coordination of a public announcement attended by FCM and the GoC. A GMF communications officer will contact the Recipient to discuss the process immediately after the signature of this Agreement;
 - (ii) promptly inform FCM of upcoming promotional events related to the Project and allow FCM and the GoC to participate in such promotional events;
 - (iii) cooperate with FCM in providing information on the Project to other interested persons to permit the sharing of knowledge and lessons learned about the Project;
 - (iv) cooperate with FCM in preparing one or more educational interviews, if required by FCM, showcasing the Project, that may be posted on FCM's public website or through other social media websites and tools and made available through other mediums and in various formats (the "**Interview**");
- (i) grant FCM a perpetual, irrevocable, non-exclusive, non-transferable and royalty-free license to use, reproduce, distribute, adapt, change formats, display and translate the Final Plan or Final Study, as applicable, the Project Progress Report(s) and the Project Completion Report which are prepared and/or delivered by or on behalf of the Recipient to FCM pursuant to this Agreement in furtherance of the goals and objectives of the FCM and/or the GMF;
 - (j) grant FCM all right, title and interest, including all intellectual property rights, in and to all formats of the Interview, including but not limited to written, audio recorded or video recorded formats, and to have sole and exclusive rights to the use thereof. Prior to the Interview, the Recipient shall ensure that any person designated by the Recipient to participate in the Interview will execute and deliver to FCM a written agreement which effects the assignment to FCM of all right, title and interest therein, including all intellectual property rights, and provides that such person has waived all its non-assignable rights (including moral rights) therein and grants to FCM the right to use the individual's image, including but not limited to posting the Interview on a public website;
 - (k) provide to FCM the following information, in form and content satisfactory to FCM:
 - (i) prompt notice of any change to the Project Completion Date as set out in Section 2.03;
 - (ii) a Project Progress Report in the form of Schedule D, on the dates described in Schedule D and additional Project Progress Reports, if requested by FCM, within thirty (30) days of FCM making such requests;
 - (iii) prompt notice of any proposed change in the nature or scope of its legal status;
 - (iv) prompt notice of any act or event which does or may materially and adversely affect the Project or may materially and adversely affect the ability of the Recipient to perform its obligations under this Agreement or the Project or any of the Recipient's other obligations that are material to the Recipient;
 - (v) prompt notice of any litigation or administrative proceedings, together with copies of any written legal documents as FCM may request, excluding legal documents subject to solicitor client privilege, before any court or arbitral body or other authority which might materially and adversely affect the Project or the ability of the Recipient, to perform its

obligations under this Agreement or in respect of the Project or any of the Recipient's other obligations that are material to the Recipient;

- (vi) immediate notice of the occurrence of any Event of Default relating to it specifying the nature of such Event of Default, and the steps, if any, that it is taking to remedy the same; and
- (vii) such other information as FCM may from time to time reasonably request from it by notice to it.

Section 5.02 Negative Covenants.

Unless FCM shall otherwise agree in writing, the Recipient shall not:

- (a) use the Grant for expenditures that are not Eligible Costs;
- (b) make any Material Change;
- (c) sell, assign, transfer, lease, exchange or otherwise dispose of, or contract to sell, assign, transfer, lease, exchange or otherwise dispose of, any of the properties, whether movable or immovable, relating to the Project, whether now owned or hereafter acquired, and whether to a private sector partner of it or otherwise, except if provided for in Schedule A.

ARTICLE 6 EVENTS OF DEFAULT

Section 6.01 Events of Default.

The following events are “**Events of Default**”:

- (a) default shall have occurred in the performance of any covenant, agreement or undertaking of the Recipient contained in this Agreement, and any such default shall have continued for a period of not less than fifteen (15) days after notice thereof shall have been given to the Recipient, as applicable, by FCM;
- (b) any representation or warranty confirmed or made in Article 4 or in a Request for Contribution under this Agreement or in connection with the execution and implementation of this Agreement or in connection with the Project, is found to have been incorrect or misleading;
- (c) if control and charge over the administration of all the affairs of the Recipient are vested in any person other than the Recipient;
- (d) if any act or thing which, in the determination of FCM, does or may materially and adversely affect the Project or the ability of the Recipient to perform its obligations under this Agreement and the Project has occurred or may occur;
- (e) failure to comply with Section 2.04 of this Agreement;
- (f) failure to deliver to FCM the Project Completion Report, even in the event that the Project is not completed, in form and content satisfactory to FCM on or before the Grant Expiration Date; and

- (g) in the event that the Project is completed, failure to deliver to FCM the Final Plan or Final Study in form and content satisfactory to FCM on or before the Grant Expiration Date.

Section 6.02 Remedies.

Upon the occurrence of an Event of Default, FCM may by notice to the Recipient:

- (a) terminate this Agreement;
- (b) to the extent not already disbursed to the Recipient, terminate any further requirement to make the First Contribution;
- (c) take such action or proceedings in compliance with applicable laws or regulations as FCM in its sole discretion deems expedient to collect the amounts owing to FCM hereunder, all without any additional notice, presentment, demand, protest or other formality, all of which are hereby expressly waived by the Recipient.

Section 6.03 Saving of Rights.

No course of dealing and no delay in exercising, or omission to exercise, any right, power or remedy accruing to FCM upon any default under this Agreement shall impair any such right, power or remedy or be construed to be a waiver thereof or any acquiescence therein; nor shall the action of FCM in respect of any such default, or any acquiescence by it therein, affect or impair any right, power or remedy of FCM in respect of any other default.

**ARTICLE 7
MISCELLANEOUS PROVISIONS**

Section 7.01 Notices and Requests.

Any notice, demand, request or other communication to be given or made under this Agreement to FCM or to the Recipient, other than a notice of default, shall be in writing and may be made or given by personal delivery, by ordinary mail, by facsimile or by electronic mail. A notice of default shall be in writing and delivered by registered mail. Notices shall be addressed as follows:

To the Recipient:

Town of Drayton Valley
5120-52 Street, Box 6837
Drayton Valley, Alberta
T7A 1A1

Attention: Ms. Annette Driessen
Director of Community Services

- telephone: 780-514-2232
- by facsimile: 780-542-5753
- by electronic mail: community@draytonvalley.ca

To FCM:

Federation of Canadian Municipalities
24 Clarence Street
Ottawa, Ontario
K1N 5P3

Attention: Mr. Andrew Kemp
Project Officer - Contracts

- telephone: 613-907-6331
- by facsimile: 613-244-1515
- by electronic mail: akemp@fcm.ca

Any notice, demand, request or other communications made or given by personal delivery shall be deemed to have been made or given on the day of actual delivery thereof, and if made or given by ordinary or registered mail, on the 3rd Business Day following the deposit thereof in the mail, and if made or given by facsimile transmission or by electronic mail, on the 1st Business Day following the transmittal thereof. If the party giving any notice, demand, request or other communications knows or reasonably ought to know of any difficulties with the postal system that might affect the delivery of mail, such notice, demand, request or other communications shall not be mailed, but shall be given by personal delivery, facsimile transmission or electronic mail.

Section 7.02 Release and Indemnification by the Recipient.

The Recipient acknowledges and agrees that:

- (a) By accepting or approving anything required to be accepted or approved pursuant to this Agreement or the Project, FCM shall not be deemed to have warranted or represented the accuracy, sufficiency, legality, effectiveness or legal effect of the same, or of any term, provision or condition thereof, and such acceptance or approval thereof shall not constitute a warranty or representation to anyone with respect thereto by FCM.
- (b) The Recipient releases and forever discharges FCM and its directors, officers, agents, servants and employees from any claims, demands, proceedings, losses, damages, liabilities, deficiencies, costs and expenses arising out of or in consequence of any loss, injury or damage to the Recipient or its property in any way relating to this Agreement and/or the Project.
- (c) The Recipient agrees to indemnify and save harmless FCM and its directors, officers, agents, servants and employees from all claims, demands, proceedings, losses, damages, liabilities, deficiencies, costs and expenses (including, without limitation, all legal and other professional fees and disbursements, interest, penalties and amounts paid in settlement) arising directly or indirectly as a consequence of such matter suffered or incurred by FCM and its directors, officers, agents, servants and employees as a result of or arising directly or indirectly out of or in connection with: (i) the Project; (ii) any act of, or failure to act by, the Recipient or its directors, officers, agents, servants or employees; (iii) any inaccuracy of any representation or warranty contained in this Agreement or in any agreement, instrument, certificate or other document delivered pursuant hereto; (iv) any breach or non-performance by the Recipient of any covenant to be performed by it that is contained in this Agreement or in any agreement, certificate or other

document delivered pursuant hereto; and (v) any breach or alleged breach by the Recipient of the intellectual property rights of any person, and, without limiting the generality of the foregoing, FCM shall not be liable for any bodily injury, death or property damage of any person or any claim against the Recipient or its directors, officers, agents, servants or employees by which FCM may be made or attempted to be made a party and any incidental, indirect, special or consequential damages, or any loss of use, revenue or profit to the Recipient or its directors, officers, agents, servants or employees arising out of or in any way related to this Agreement or the Project.

- (d) The Recipient shall be solely and fully responsible for the Project or any element thereof. FCM shall not be responsible in any way whatsoever for the Project or any element thereof. The Recipient acknowledges and agrees that it shall be responsible for all acts of its directors, officers, agents, servants and employees and that all such acts shall be treated as acts of the Recipient for the purposes of this Agreement.

Section 7.03 FCM's Limited Liability.

FCM has executed this Agreement solely in its capacity as Trustee of the GMF and not in its own capacity. Accordingly, recourse with respect to any liability or obligation of FCM in connection with this Agreement shall be limited only to the property and assets of the GMF and neither FCM nor any director, officer, agent, servant or employee thereof shall have any personal liability therefor.

Section 7.04 Further Assurances.

The Recipient shall promptly execute and deliver, upon request by FCM, all such other and further documents, agreements, opinions, certificates and instruments as may be reasonably required by FCM to more fully state the obligations of either party to this Agreement or to make any recording, file any notice or obtain any consent.

Section 7.05 Amendment.

Any amendment of any provision of this Agreement, including the Schedules, must be in writing and signed by both parties.

Section 7.06 Choice of Language.

It is the express wish of the parties that this Agreement and any related documents be drawn up and executed in English. Les parties reconnaissent avoir exigé que la présente convention et tous les documents connexes soient rédigés en anglais.

Section 7.07 Governing Law.

This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.

Section 7.08 Choice of Forum.

The parties hereto agree and intend that the proper and exclusive forum for any litigation of any disputes or controversies arising out of or related to this Agreement shall be a Court of competent jurisdiction located in the Province of Ontario, City of Ottawa.

Section 7.09 Effectiveness.

This Agreement shall be in force until such time as FCM has disbursed the Final Contribution or until this Agreement has been terminated in accordance with Section 2.04 or Section 6.02, whichever shall first occur.

Section 7.10 Successors and Assigns.

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns, except that the Recipient may not assign or otherwise transfer all or any part of its rights or obligations under this Agreement without the prior written consent of FCM.

Section 7.11 Severability.

In the event that any part of a provision(s) of this Agreement is (are) held to be invalid, unenforceable, or void, such provision(s) shall, by the adjudicating body, be applied to the fullest extent possible and shall be read-down only to the extent absolutely necessary to comply with applicable law. If any provision(s) of this Agreement is (are) held to be invalid, unenforceable, or void, such provision(s) shall be severed from the rest of the Agreement. The fact that part of a provision(s) or an entire provision(s) has (have) been held to be invalid, unenforceable, or void such determination shall not affect the validity and enforceability of any other remaining provisions.

Section 7.12 Waiver of Rights.

Except as expressly provided in this Agreement, any waiver of, or consent to depart from, the requirements of any provision of this Agreement shall be effective only if it is in writing and signed by the party giving it, and only in the specific instance and for the specific purpose for which it has been given. No failure on the part of a party to exercise, and no delay in exercising, any right under this Agreement shall operate as a waiver of such right. No single or partial exercise of any such right shall preclude any other or further exercise of such right or the exercise of any other right.

Section 7.13 Entire Agreement.

This Agreement constitutes the entire agreement between the parties pertaining to the subject matter hereof and supersedes all prior correspondence, agreements, negotiations, discussions and understandings, if any, written or oral.

Section 7.14 Audit.

FCM reserves the right, at its own expense, to audit compliance by the Recipient with this Agreement at any time.

Section 7.15 Counterparts.

This Agreement may be executed in two counterparts and, in such case, each such counterpart shall be deemed an original, but both of which together shall constitute one and the same agreement.

**ARTICLE 8
SURVIVAL**

Section 8.01 Survival.

The provisions of Section 5.01 pertaining to copyright and communication, Article 7, and any other provisions hereof expressly or impliedly intended to survive termination or expiry, will survive the termination of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed and delivered this Agreement as of the date first above written.

TOWN OF DRAYTON VALLEY

per: _____
Mr. Nesen Naidoo
Assistant Town Manager

date: _____

I have authority to bind the Recipient herein.

**FEDERATION OF CANADIAN MUNICIPALITIES,
as Trustee of the Green Municipal Fund**

per: _____
Mr. Geoffrey Waters
Senior Manager, Funding Services

date: _____

I have authority to bind FCM herein.

SCHEDULE A

Part 1: Description of the Project

The Town of Drayton Valley will examine the feasibility of designing a NetZero aquatic facility through heat storage and capture, system optimization, combined heat and power, and renewable energy generation.

In order to assess the feasibility of a NetZero design for an aquatic facility, the municipality has set five goals for technology exploration: using the pool to store energy as a heat vault; designing an auxiliary heat vault; designing a combined heat and power system; considering heat loss and recovery optimization; and custom designing the control system.

In order to achieve NetZero status, the study will also investigate how to integrate on-site renewable energy generation to either offset fossil fuel use in the combined heat and power system, or to sell the generated renewable energy back to the grid. Reducing water consumption will also be considered in the building design. The initiative ties in directly with the municipality's community sustainability plan, a previous aquatic feasibility study that reviewed capital and operational costs under more standard building code regulations, and its existing recreation cost-sharing agreement with Brazeau County, which is part of an intermunicipal cooperation agreement between the two municipalities that supports potential capital projects such as this one.

A Joint Municipal Aquatic Committee, which consists of representatives from both municipalities, will be responsible for developing the plans and strategies to implement the engineering specifications for a NetZero design and for ensuring that project scope, risk, and procurement are all managed within the vision and goals of the study. Furthermore, a Systems Thinking Approach, which views systems as bodies of interacting relationships rather than separate components acting in isolation, will also study patterns and relationships in the proposed energy systems and how these relationships can change or fulfill the goals of the study.

The study will emphasize quantifying operational savings and an extended lifespan for the facility in order to assess the value of increased up-front capital spending for NetZero building design. A successful NetZero aquatic facility design could have a significant impact on municipalities which are struggling with the high operational costs of aquatic facilities. If Drayton Valley can demonstrate the cost-savings of a NetZero design over the life expectancy of the aquatic facility, other municipalities can see this study as a supporting model when budgeting for and weighing the potential additional capital costs of a NetZero aquatic facility.

The Aquatic Centre would serve the town's growing population while building on key social and economic benefits of a new and enhanced public space, such as the continued promotion of community public health with increased access to recreation and physical activities, community revitalization, and business attraction.

This application is eligible because it aims to achieve or exceed the following objectives: the study aims to demonstrate that a new construction targets net zero energy performance.

SCHEDULE A

Part 2: Description of Budgeted Project Costs

The forecasted Eligible Costs that the Recipient included in its GMF funding application:

WORK PLAN AND BUDGET - Feasibility Studies					
Phases			Eligible Cost (\$)	Ineligible Cost (\$)	Total Cost (\$)
Phase 1: Develop evaluation framework	Start date:	<i>June, 2015</i>		End date:	<i>June, 2015</i>
<i>Project team to confirm outcome indicators</i>					\$0
<i>Project team to set targets on outcome indicators</i>					\$0
Phase 1 Subtotal					\$0
Phase 2: Conduct study	Start date:	<i>July, 2015</i>		End date:	<i>February, 2016</i>
<i>IEC organizes initial start-up meeting</i>			\$7,500		\$7,500
<i>Consultants confirm parameters of constructual work</i>			\$2,300		\$2,300
<i>Consultants ' agreements signed</i>					\$0
<i>Feasibility Study work is undertaken - Project Management Reporting System</i>			\$3,625		\$3,625
<i>LEED Architectural Analysis</i>			\$2,175		\$2,175
<i>Heat Storage Method - Heat Vault Design</i>			\$7,000		\$7,000
<i>Heat Storage Method - Geothermal Design</i>			\$7,000		\$7,000
<i>Heating, Cooling & Power Methods - Building Envelope Investigation</i>			\$8,000		\$8,000
<i>Heating, Cooling & Power Methods - Alternate Fuel Investigation</i>			\$8,000		\$8,000
<i>Heating Investigation</i>			\$7,000		\$7,000
<i>Cooling Investigation</i>			\$7,000		\$7,000
<i>Wall Construction Methods</i>			\$6,000		\$6,000
<i>Window Construction Methods</i>			\$6,000		\$6,000
<i>Pool Wall Insulation</i>			\$5,000		\$5,000
<i>Humidity Management</i>			\$5,000		\$5,000
Phase 2 Subtotal					\$81,600
Phase 3: Evaluate and make recommendations	Start date:	<i>June, 2015</i>		End date:	<i>March, 2016</i>
<i>Evaluation indicators identified</i>					\$0
<i>Mid-term review of indicator measurements</i>			\$1,400		\$1,400
<i>Prepare First Draft of Recommendation</i>			\$2,600		\$2,600
<i>Evaluate Draft Recommendations against measurements</i>			\$1,000		\$1,000
<i>Prepare and present final report to Councils</i>			\$3,200		\$3,200
<i>Final report adopted by Council</i>					\$0

			Phase 3 Subtotal	\$8,200
Phase 4: Reporting	Start date:	<i>August, 2015</i>	End date:	<i>August, 2015</i>
<i>Contract agreements presented to Council for approval</i>				\$0
<i>Mid-term report on work presented to Committee and Councils</i>			\$2,200	\$2,200
<i>Mid-term report to FCM</i>				\$0
<i>Final report to Committee and Councils</i>			\$3,000	\$3,000
<i>Final reporting to FCM</i>				\$0
			Phase 4 Subtotal	\$5,200
Subtotal - Cash costs:			\$95,000	\$0
In-kind costs			\$0	\$0
In-kind costs (Other)			n/a	\$0
Total Costs			\$95,000	\$0

Total Eligible Costs	\$95,000
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1. The expenditures claimed are subject to audit by FCM. The amounts contributed by the GMF may vary as a consequence.
2. The following criteria were developed to help FCM determine whether to accept an application by the Recipient to have an in-kind contribution on account of salaries, fees or remuneration included as an Eligible Cost. The value of the Project's total in-kind contributions on account of salaries, fees or remuneration cannot exceed **10% of the sub-total Eligible Costs** (Note: the value of such accepted in-kind contributions shall be included in determining the value of the total Eligible Costs).

Eligible and Ineligible Costs for Studies

Expenses that are eligible for partial reimbursement must be:

1. invoiced directly to the Recipient. Any invoices that are not invoiced directly to the Recipient will not be reimbursed.
2. incurred after **May 5, 2015** except for consulting services costs to prepare the application, which are eligible for reimbursement if incurred after **February 4, 2015**.
3. an integral and an essential component of the initiative and required to help achieve the environmental objective of the initiative.
4. actually and reasonably incurred in accordance with applicable industry standards.
5. submitted in the format described in the Evidence of Incurred Costs clause (Article 2). If the Recipient is submitting a Claim Summary With Supporting Documentation, it must be accompanied by backup documentation (i.e. invoices) if the expense is \$1,000 or more. Please also include invoices from subcontractors of \$1,000 or more, that are included in the submitted contractor invoices. The backup documentation must equal at least 50 per cent of the total eligible costs claimed (excluding in-kind).

6. The Recipient must keep all invoices, receipts and back-up documents for seven (7) years after the Final Grant Contribution Date.

Cost category	Eligible Costs	Ineligible costs
Section A: Costs incurred prior to date application received by FCM		
Pre-application	Consulting costs to write the GMF application incurred up to 90 days prior to application receipt date.	All other costs incurred prior to application receipt date.
Section B: Costs incurred after date application received by FCM		
Administrative	Administrative costs that are directly linked to and have been incurred for the study, such as: <ul style="list-style-type: none"> • communication costs (e.g. long-distance calls or faxes) • permits or certifications required for the study • printing or photocopying by outside suppliers • acquisition of documents used exclusively for the study • document translation 	Office space, supplies and general overhead costs incurred in the ordinary course of business.
Advertising	Advertising costs essential to communicating the study to the public, as well as study evaluation, such as: <ul style="list-style-type: none"> • fees for advertising development • fees for media distribution • website development • public surveys 	Advertising costs for general education or publicity that is a result of ongoing or other business activity and not a specific requirement of the study. Promotional items.
Audit	The cost of a financial audit if required by FCM.	
Equipment rental	Rental of tools and equipment.	Rental of tools or equipment related to ongoing or other business activities.
Meetings and public gatherings	Costs related to meetings and public gatherings that communicate the study to the public and that collect feedback, such as: <ul style="list-style-type: none"> • facility rental • audiovisual equipment 	Any hospitality expenses such as: <ul style="list-style-type: none"> • food and drink • alcohol • door prizes • entertainment • music • decorations • flowers, centerpieces
Services	Fees for professional or technical consultants and contractors.	Costs associated with person(s) enrolled on your organization's payroll, except for those defined under the category listed as "in-kind." Costs for engineering studies, audit studies or feasibility studies

Cost category	Eligible Costs	Ineligible costs
		for which grants or contributions are provided by or committed to be provided by any program of the Government of Canada.
Supplies and materials	Supplies and materials that are specifically needed to undertake the study.	Costs related to ongoing or other business activities and not a specific requirement of the study.
Transportation, shipping and courier charges	Transportation costs for delivery of materials and services essential for the study.	Any transportation expense related to ongoing or other business activities.
Travel and accommodation	Travel and associated expenses for you and for consultants to the extent that the travel and accommodation rates comply with Treasury Board of Canada guidelines and to the extent the such travel is necessary to conduct the study.	Travel and associated expenses of a partner in the study. Travel, accommodation and fees to attend conferences, missions, trade shows, etc.
Taxes	The portion of taxes for which your organization is not otherwise eligible for rebate.	The portion of taxes for which your organization is eligible for rebate (federal, territorial or provincial).
In-kind	Contribution of staff time by your organization's employees (including permanent and contract employees). The value of the total in-kind contributions for staff salaries or other remuneration cannot exceed 10% of the other eligible costs. To claim this type of in-kind contribution, you will have to submit a letter from an authorized officer within your organization confirming the details of the in kind contribution.	In-kind contribution of goods and services other than salaries. In-kind contribution made by anyone other than your organization. In-kind contribution by your organization above 10% of eligible costs.

SCHEDULE A

Part 3: Particulars of the Sources of Funding

The funding for the Project is planned as:

SOURCES OF FUNDING				
Funding source	Description	Confirmed	Amount	Percentage of Total Budget
Green Municipal Fund	Grant	October 15, 2015	\$47,500	50%
Town of Drayton Valley	Cash	May 5, 2015	\$23,750	25%
Brazeau County	Cash	May 5, 2015	\$23,750	25%
Total Funding:				\$95,000

Budget Total Costs	\$95,000
Budget Total Eligible Costs	\$95,000

SCHEDULE B

Form of Request for Contribution

[LETTERHEAD OF THE RECIPIENT]

[Address]

[Date]


Federation of Canadian Municipalities
24 Clarence Street
Ottawa, Ontario
K1N 5P3

Attention: Mr. Andrew Kemp
Project Officer - Contracts

Ladies and Gentlemen:

Re: Green Municipal Fund – no. 15005 Grant Agreement between the Federation of Canadian Municipalities (as Trustee) and Town of Drayton Valley (“Recipient”) (the “Agreement”)

Single Contribution

	<p>I, [Instruction: insert the name of a person named in the certificate of incumbency and authority], the [Instruction: insert the title], of the Recipient certify and confirm that the Recipient is requesting the Contribution and that the Recipient has satisfied each condition of contribution listed in this table.</p> <p>A check mark has been placed to the left of each row to demonstrate that the Recipient has met each condition, by providing the required confirmation, information or documentation.</p>
<input type="checkbox"/>	<p>The Recipient would like to receive the Contribution on [Instruction: insert date].</p>
<input type="checkbox"/>	<p>The Recipient would like the Contribution to be disbursed (pick one option):</p> <p><input type="checkbox"/> to the following account:</p> <p>Name of Bank: Address of Bank: Telephone no. of Bank: XXX-XXX-XXXX Bank no.: XXX [3 Digits] Transit no.: XXXXX [5 Digits] to the credit of Recipient's Account no.:</p> <p>OR</p> <p><input type="checkbox"/> by cheque payable to the Recipient, sent to the following address [redacted], to the attention of [redacted].</p>

<input type="checkbox"/>	The CRA Business Number (BN) of the Recipient is _____ (FCM is collecting the BN as required by the Charity Directorate of Revenue Canada).
<input type="checkbox"/>	The Project conforms to the Project description set out in Part 1 of Schedule A of the Agreement.
<input type="checkbox"/>	The Recipient satisfied the following additional conditions, imposed by the FCM board of directors: No additional conditions imposed.
<input type="checkbox"/>	The total costs (Eligible Costs plus other costs) of the Project for the period beginning _____ [Instruction: insert actual project start date] and ending on the date on which the Project was completed are _____ [Instruction: insert dollar amount].
<input type="checkbox"/>	<p>I am attaching to this request for contribution (check all):</p> <ul style="list-style-type: none"> <input type="checkbox"/> evidence of compliance with s. 2.06 of the Agreement (evidence of incurred costs) <input type="checkbox"/> a copy of the Authorizing By-law(s)/Resolution as required by Article 5 of the Agreement. <input type="checkbox"/> an updated Part 3 of Schedule A that lists the sources of funding for the Project. <input type="checkbox"/> evidence that a municipality made a financial contribution to the Project in an amount equal or greater to 10% of the Grant Amount. <input type="checkbox"/> a copy of the Certificate of Incumbency and Authority in the form of Schedule C. <input type="checkbox"/> a Project Completion Report in the form of Schedule E, that FCM can post on its public website, which does not infringe a third party's copyright. <input type="checkbox"/> a copy of the Final Plan or Final Study, which is (check all): <ul style="list-style-type: none"> <input type="checkbox"/> labelled "Final" <input type="checkbox"/> dated <input type="checkbox"/> in Portable Document Format (PDF) with searchable text functionality <input type="checkbox"/> includes all attachments and appendices <input type="checkbox"/> includes the FCM and GoC funding acknowledgement described in s. 5.01(g) of the Agreement <input type="checkbox"/> includes evidence of municipal council approval
<input type="checkbox"/>	The Recipient has obtained, or has made other arrangements satisfactory to FCM for obtaining, all approvals, consents, authorizations and licences that are required under the laws of the Province of Alberta and of Canada in order for the Recipient to enter into and comply with this Agreement and to undertake and complete the Project.
<input type="checkbox"/>	The representations and warranties confirmed or made in the Agreement with respect to the

	Recipient will be true on and as of the Contribution Date with the same effect as though such representations and warranties have been made on and as of the Contribution Date.
<input type="checkbox"/>	All covenants and other obligations of the Recipient in the Agreement to be performed or complied with as of the Contribution Date have been performed or complied with as of the Contribution Date.
<input type="checkbox"/>	No act or event does or may materially and adversely affect the Project or the ability of the Recipient to perform its obligations under the Agreement and the Project or any of its other obligations that are material to the Recipient has occurred.
<input type="checkbox"/>	All of the conditions contained in Article 5 of the Agreement, to be performed or satisfied by the Recipient on the Contribution Date have been performed or satisfied.
<input type="checkbox"/>	If any confirmation, information or documentation provided with this table is not true and correct as of the Contribution Date, the Recipient will immediately notify FCM prior to the making of the payment by FCM.
<input type="checkbox"/>	I agree that all of the conditions listed in this table must be completed to the satisfaction of FCM and that all capitalized terms have the meaning attributed to them in the Agreement.
<p>Signature: _____ Date: _____</p>	

SCHEDULE C

Form of Certificate of Incumbency and Authority

[LETTERHEAD OF THE RECIPIENT]

[Address]

[Date]

Federation of Canadian Municipalities
24 Clarence Street
Ottawa, Ontario
K1N 5P3

Attention: Mr. Andrew Kemp
Project Officer - Contracts

Ladies and Gentlemen:

Re: Green Municipal Fund – no. 15005 Grant Agreement between the Federation of Canadian Municipalities (as Trustee) and the Town of Drayton Valley (“Recipient”)

Certificate of Incumbency and Authority

I, the [XXXXXX] of the Recipient, with the authority of its municipal council, hereby certify that the following are the names, offices and true specimen signatures of the persons, any one of whom is and shall continue to be (until you receive authorized written notice from the Recipient that they, or any of them, no longer continue to be) authorized:

- to sign on behalf of the Recipient a Request for Contribution provided for in the Agreement;
- to sign the certificates provided for in the Agreement; and
- to take, do, sign or execute in the name of the Recipient, any other action required or permitted to be taken, done, signed or executed under the Agreement and under any other agreement to which you and the Recipient are parties:

No.	Name	Specimen Signature	Office
1.	Mr. Nesor Naidoo	_____	Assistant Town Manager
2.		_____	

Yours truly,

Town of Drayton Valley

per:

[XXXX], Authorized Representative

I have authority to bind the Recipient herein.

SCHEDULE D

Form of Progress Report

REQUIREMENT: The timing of your submission of your Project Progress Report depends on whether you are receiving a single contribution or multiple contributions for your project. Please submit your Project Progress Report by e-mail to the GMF Project Officer.

- **Single contribution:** You are required to submit this report before the date that is half way between the date on which the Agreement was signed and the Project Completion Date indicated in the Agreement. For example, if the Agreement is signed on January 1, 2011, and the Project Completion Date indicated in the contract is January 1, 2013, you must submit this report before January 1, 2012. At the time when you request the single contribution, you will submit a Project Completion Report (see Schedule E).
- **Multiple contributions:** You are required to submit this report every time you request a contribution, **except** if you are requesting the Final Contribution. When you request the Final Contribution you will submit a Project Completion Report (see Schedule E) instead of a Project Progress Report.
- You are also required to submit this report any time that FCM requests that you submit a Project Progress Report.

PURPOSE: Your Project Progress Report has two main purposes:

1. **Project tracking:** This report enables FCM to confirm that your Project is proceeding as planned, or to be informed of any unforeseen delays.
2. **Knowledge sharing:** FCM shares the lessons and expertise gained through GMF-funded initiatives with other communities across Canada. The findings and lessons learned documented in your Project Progress Report could be valuable for other municipal governments that are seeking to address sustainability issues in their own communities. FCM may wish to supplement this information through an interview with the Project lead.

COPYRIGHT: Because we may post your report on our website, you must hold the copyright to the reports that you submit to us. This means that you own all the rights in the report and can decide who is allowed to reproduce and distribute it.

CONFIDENTIALITY: If your report contains any confidential information that you would prefer not be made available to the public (e.g. through a case study or other materials produced by FCM that relate to your project), please submit two versions of the report:

1. **Complete report including confidential information:** Please clearly label this report with the word "Confidential" or similar wording and FCM will treat it as confidential.
2. **Abridged report excluding confidential information:** This report may be posted on the FCM website and otherwise made available to interested third parties, to help FCM meet its knowledge sharing objectives.

CONTENT OUTLINE: Your Project Progress Report should be approximately **one to two pages long** and include the information below. **Note: You may request a Microsoft Word version of this report from the GMF Project Officer.**

Project information

GMF number:

Name of funding recipient:

Project title:

Date of Project Progress Report:

Project status

1. Please summarize the activities completed so far and indicate the activities currently in progress, as per Schedule A. **Note:** If you have previously submitted a Project Progress Report (for projects with multiple contributions), your summary should build on the information you included in your previous report.
2. Have there been any significant changes, or do you anticipate any significant changes, to the scope or costs of the Project as described in the Agreement or in a previously submitted Project Progress Report (if applicable)? If so, please indicate how the scope will change and, in general terms, how the changes will affect the **environmental benefits** you aim to achieve and the **budget** (e.g. increase or decrease; no precise figures required).
3. When do you expect to complete the Project (month/year)? Is this the same date as the Project Completion Date indicated in Article 2 of the Agreement?

Lessons learned to date

1. Have you begun to implement any new technology or new approach (e.g. full-cost accounting)? Are there any benefits or drawbacks in using this new technology or approach that you have identified to date?
2. What barriers have you encountered so far and what solutions have you implemented to address them?
3. If you were planning this type of Project again, what would you do differently, knowing what you know now?
4. Do you have a Project champion who has been instrumental to the Project to date? If so, please include his or her name, title and contact information, and describe his or her role in the Project.
5. What advice would you give to someone in another community undertaking a similar project?

Photos and materials

FCM includes project photos and links to project materials in GMF case studies, website content, and other vehicles.

1. Identify and attach any materials resulting from the Project to date that would be useful to share with other communities, such as checklists, toolkits, guidelines, bylaws, videos or information brochures. If the material is available on your website, simply include the link to it.

For example, a water metering Project might result in a new municipal water use bylaw, or a series of householder information brochures or online video clips on ways to reduce water use.

2. Attach any high-quality photographs of the Project if you have taken any to date. Where possible, include photos that feature people in action. The photos must be in jpeg or tiff format and at least 300 dpi (up to 10 MB/10,000 KB but no smaller than 1 MB/1,000 KB in file size). For each photo, please include:

- a) A caption describing what is featured in the photo.
- b) A photo credit that indicates who owns the copyright to the photo and the photographer (e.g. © 2010, City of Ottawa/Madison Brown).
- c) A written release signed by the individuals depicted in the photo granting FCM permission to use the images. **Please request an FCM Photo Consent Form from the GMF Project Officer.**

SCHEDULE E

Form of Completion Report for Studies

GMF number:	
Name of the Recipient:	
Phone, fax, e-mail, and address of lead contact:	
Date of the Report:	

1. Summary of the Initiative

- a. Please briefly describe the Study that was completed, ensuring to clearly explain what the Study examined the feasibility of.
- b. What was the objective in conducting the Study (i.e., what was the Recipient trying to achieve, and why)?
- c. If the lead applicant is not a municipality, please briefly explain why the lead applicant undertook this Study.
- d. Please summarize the activities completed as part of this Study, as per Schedule A. Note: Your summary should build on the information you included in your previous Progress report(s). Please be sure to briefly (four to five sentences) explain how the Study was done—that is, what was the approach (or methodology) the Study took to meet its objectives. If applicable, please describe any public consultation process that was undertaken as part of this study and its impact on the Study.
- e. Were there any significant changes to the scope or costs of the Study as described in the Agreement or in a previously submitted Project Progress Report (if applicable)? If so, please briefly explain why.
- f. How much did it cost to conduct the Study, and how was it paid for?
- g. Roughly how long (in months) did it take to conduct the Study?
- h. How is the Study related to existing plans, practices, guidelines or policies within the municipality, and how does it contribute to achieving the municipality's sustainability goals?

2. Community Context

- a. Please provide a brief (five to six sentences) profile of the community in which the Initiative took place, including population, geographic area, demographics, and general economic conditions. (Note: This information is readily available from the Community Profiles section of the Statistics Canada website at www.statcan.ca.)
- b. Briefly (two to three sentences) indicate the size and structure of the municipal government, and the approximate number of full-time municipal employees.

3. The team: Who Was Involved?

- a. Briefly (four to five sentences) indicate who was involved in carrying out this Study, and their affiliations. Include both municipal staff and officials who managed the Study, and any consultants who worked on the Study.
- b. Was there a Project champion who was instrumental to the completion of the Study? If so, please include his or her name, title and contact information, and describe his or her role in the completion of the Study.

4. Environmental, Economic and Social Benefits of the Initiative

- a. What are the expected environmental benefits of the preferred alternative?
- b. What are the expected economic/financial benefits of the preferred alternative (if known)? Please include any anticipated financial savings resulting from operational efficiencies.
- c. What are the expected social benefits of the preferred alternative (if known)?

5. Outcomes and Next Steps

- a. What were the results of the Study?
- b. What are the Study's recommended next steps?
- c. What is the expected financial cost of the recommended next steps?
- d. What financial savings (if any) will be realized for the community, if the Study proceeds to the recommended next steps?
- e. Do you anticipate any changes to municipal operations, policies or programmes as a result of having conducted this Study? If so, please describe these changes.

6. Lessons Learned and Knowledge Sharing

In answering the questions in this section, please consider all aspects of the preparation of the Study—from the initial planning through each of the essential tasks until the Final Report of the Study was completed.

- a. If your municipality was planning to undertake the preparation of this kind of study again, what (if anything) would you do *differently* (based on your experience with the preparation of this Study), and why?
- b. If your municipality was planning to undertake the preparation of this kind of study again, what (if anything) would you want to do *in the same way* (based on your experience with the preparation of this Study), and why?
- c. What barriers/challenges (if any) did your municipality encounter in conducting this Study, and how were they overcome?

- d. Aside from the Study findings, has your work resulted in anything else that could be of use to another municipality (for example, a new policy for sustainable community development, a series of model by-laws, the design of a new operating practice, a public consultation manual, a measurement tool to assess progress in moving towards greater sustainability, and so forth)? If so, please describe briefly here, and include a copy of the item(s) when submitting this report, so that it can be shared with other communities.
- e. Would you like to showcase your Study through an FCM webinar or workshop?

7. Publicity and Outreach

- a. Has the Study received any recognition, media coverage, or notable public support? If so, please describe briefly (three to four sentences).
- b. Is there a website where more information about the Study can be found? If so, please provide the web address with links to the relevant section.

8. Contacts

- a. Please provide the name and coordinates (title, full address, phone, fax and email) of someone who can be contacted for more information about the Study.
- b. In the event the contact is no longer available, please provide general contact information for the lead applicant, such as the administrative office of the municipal department that coordinated the Project or some other general contact for the Recipient/lead applicant.

SCHEDULE F

Audit Requirements

Recipient: please consult Section 2.06 of the Agreement for instructions.

Part 1: Scope of Financial Audit

The scope of the Financial Audit must involve the following:

1. The Eligible Costs were incurred for the purposes set out in the Agreement in amounts that are reasonable and eligible for reimbursement according to the terms and conditions of the Agreement and are supported by proper documentation. **In order to be eligible for reimbursement, all expenses listed in the Statement of Expenses must: (a) qualify as “Eligible Costs” as defined in Part 2 of Schedule A to this Agreement and (b) have been incurred on or after May 5, 2015.**
2. The auditors must use the Form of Audit Report attached as Part 2 of this Schedule F.
3. The auditors must provide adjustments as required by Part 3 of this Schedule F.

SCHEDULE F

Audit Requirements

Part 2: Form of Audit Report

[LETTERHEAD OF RECIPIENT'S AUDITOR]

[Address]

[Date]

Federation of Canadian Municipalities
24 Clarence Street
Ottawa, Ontario
K1N 5P3

Attention: Mr. Andrew Kemp
Project Officer - Contracts

Ladies and Gentlemen:

Re: Green Municipal Fund – Project no. 15005

We have audited the statement of expenses of Town of Drayton Valley relating to GMF – no. 15005 (the “Statement of Expenses”) for the XXXX-month period [Instruction: Insert no. of months needed by the recipient to complete the project] from the XX day of XXXXX, 201X to the XX day of XXXXX, 201X prepared in accordance with the Grant Agreement between the Federation of Canadian Municipalities (“FCM”) as Trustee and the Town of Drayton Valley (the “Municipality”) (the “Agreement”) for Green Municipal Fund – no. 15005 Town of Drayton Valley's Aquatic Facility Net Zero Design. The Statement of Expenses is the responsibility of the management of the Town of Drayton Valley. Our responsibility is to express an opinion on this Statement of Expenses based on our audit.

We conducted our audit in accordance with Canadian Generally Accepted Auditing Standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial information is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts in the Statement of Expenses. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of the Statement of Expenses.

In our opinion, the Statement of Expenses presents fairly, in all material respects, the expenses of the Town of Drayton Valley relating to GMF – no. 15005 for the XXXX-month period [Instruction: Insert no. of months needed by the recipient to complete the project] from the XX day of XXXXX, 201X to the XX day of XXXXX, 201X in accordance with the Agreement.

Yours truly,

[Signature of Chartered Accountant]

SCHEDULE F

Audit Requirements

Part 3: Form of Statement of Expenses

Re: Green Municipal Fund – no. 15005 Grant Agreement between the Federation of Canadian Municipalities (as Trustee) and the Town of Drayton Valley (“Municipality”) (the “Agreement”)

Eligible Costs¹ for the period beginning May 5, 2015 and ending XXXX XX, 201X

	Claimed Amounts	Adjustments	Audited Amounts
Administrative			
Advertising			
Audit			
Equipment Rental			
Meetings and Public Gatherings			
Services			
Supplies and materials			
Transportation, Shipping and Courier Charges			
Travel and Accommodation			
Sub-total Eligible Costs			
In-Kind (maximum 10% of other Eligible Costs)			
Total Eligible Costs			

¹ In order to be eligible for reimbursement, all expenses listed in the Statement of Expenses must qualify as “Eligible Costs” as per Part 2 of Schedule A.

COUNCIL AGENDA ITEM: 7.4.	Development Permit No. DV16-002 Discretionary Use- Animal Care Facility 5517-53 Avenue
Department:	Development & Planning
Presented by: Support Staff:	Councillor Nadeau Shahid Mughal

BACKGROUND:

The Town of Drayton Valley has recently purchased a building at 5517-53 Avenue for the purposes of an Animal Care Facility.

The intended use of the proposed development permit aligns with the statutory documents and Bylaws as:

Municipal Development Plan 2012/27/D Considerations:

The Municipal Development Plan shows that the subject lands are intended for commercial development. Animal Care Facilities are considered a discretionary use within the commercial district.

Area Structure Plan Considerations:

As this area of Town is older, no Area Structure Plan has been adopted.

Land Use Bylaw 2007/24/D Considerations:

An Animal Care facility means development for the purposes of treatment, boarding or grooming of animals and includes retail sales of associated products. This may include those uses defined within the Bylaw as a veterinary clinic, as well as grooming services, boarding and breeding kennels, impounding and quarantine facilities and animal shelters, but does not include the sale of animals.

The current zoning for these lands is C2-General Commercial district. The purpose of the C2 district is to provide land for retail and service businesses which generate large volumes of traffic, or which benefit from exposure to traffic, or which need larger lots than are available in the C1 district.

Animal Care Facilities are a discretionary use within the C2-General Commercial District and therefore requires Council decision.

Alberta Building Code Considerations:

No concerns were raised by the Building Inspector regarding the proposed animal care facility.

Drayton Valley/Brazeau County Fire Department Considerations:

The Deputy Fire Chief has indicated that there are no concerns with the proposed animal care facility, however once the renovations to the building commence, there is a NFPA standard that will be required.

Additional Considerations:

Administration reviewed the subject lot as well as surrounding properties. It appears that the subject lot is surrounded by commercial and industrial businesses. There will be minimal to no impact with an Animal Care Facility within this area.

Public Consultation

A letter was sent to the adjacent landowners and, at the time of preparing this report, no concerns were raised regarding the proposed Animal Care Facility.

Recommendation

Administration recommends approving Development Permit DV16-002 for the use of an Animal Care Facility at 5517-53 Avenue with conditions as noted below.

1. The animals in attendance at the animal care facility shall not be permitted to venture outside unless supervised. The Applicant or its designate shall ensure that animals are not permitted on adjacent lands or to relieve themselves, but on its property only.
2. The Applicant or its designate shall, at the end of each business day, clean the animal feces from the property and ensure that same is properly disposed of (double-bagged and disposed of with commercial waste). The Applicant or its designate shall ensure that no odor is created from same, which may affect surrounding landowners.
3. The applicant or its designate shall control the noise to a minimal from the animals on site, as to not disturb adjacent businesses.
4. Obtaining the required plumbing, gas and electrical permits and inspections are the responsibility of the owner/applicant or contractor. The Town of Drayton Valley may require a copy of the plumbing inspection report prior to allowing water and sewer services to be activated.
5. This permit is subject to any/all required Federal, Provincial or Municipal Permit approvals including, but not limited to, Building and/or Safety Code Permits.
6. The owner/applicant or contractor shall be financially responsible during construction for any damage, or as a result of the negligence causing damage by the owner/applicant or contractor's servants, suppliers, agents or contractors, to any public or private property.
7. It is the responsibility of the owner/applicant or contractor to ensure all requirements for utility companies (including easements) are met. These companies include, but are not limited to Telus, Fortis Alberta, Atco Gas and the Town of Drayton Valley.
8. The building shall have its civic address clearly displayed temporarily during construction and permanently after construction. The numbers shall be easily visible from the street and shall accord with the Town of Drayton Valley's Addressing Bylaw.

MOTION

I move that Council _____ Development Permit DV16-022 for an animal care facility at 5517-53 Avenue with the conditions recommended by administration.



AGENDA ITEM: 7.5.	Repealing Bylaw 2016/01/A
Department:	Administration
Presented by:	Councillor Long
Support Staff:	Chandra Dyck

BACKGROUND:

Administration has conducted its annual evaluation of the current Bylaws in place and reviewed the requirements for each to remain in effect. The following Bylaws are being recommended for repeal:

- Bylaw 92-23 Approving the Joint General Municipal Development Plan between the Municipal District of Brazeau No. 77 and the Town of Drayton Valley Joint General, adopted May 20, 1993;
- Bylaw 99-08 for the Debenture for Omniplex Parking Lot, adopted June 30, 1999;
- Bylaw 99-09 for the Debenture for Sewer Flushing Equipment, adopted June 30, 1999;
- Bylaw 99-10 for the Debenture for Civic Centre Roof/Mechanical Upgrades, adopted June 30, 1999;
- Bylaw 2000-11 for the Purchase of Grader, adopted June 7, 2000;
- Bylaw 2001-18-F to amend Bylaw 2000-11, adopted October 10, 2001;
- Bylaw 2002/08/F for the Expansion of Fitness Centre, adopted January 8, 2003;
- Bylaw 2003/01/F for the Fire Ladder/Pumper Unit, adopted February 19, 2003;
- Bylaw 2003/06/F for the Debenture for Water Plant and Traffic Signals, adopted August 27, 2003;
- Bylaw 2004-3-F to amend Bylaw 2003/06/F, adopted May 12, 2004;
- Bylaw 2004/06/F to amend Bylaws 2002/08/F and 2003/01/F, adopted May 12, 2004;
- Bylaw 2004/23/F for the Local Improvement Levy Sewer & Water (North Acreages), adopted October 6, 2004;
- Bylaw 2004/24/F for the Local Improvement Debenture – Sewer & Water (North Acreages), adopted October 6, 2004; and

Administration recommends that the attached Bylaw 2016/01/A be given three readings today to provide for the repeal of the foregoing.

MOTION:

I move that Council give first reading to Bylaw 2016/01/A.

I move that Council give second reading to Bylaw 2016/01/A.

I move that Council consider giving third and final reading to Bylaw 2016/01/A.

I move that Council give third and final reading to Bylaw 2016/01/A.



BYLAW NO. 2016/01 /A

REPEALING BYLAW

BEING A BYLAW IN THE TOWN OF DRAYTON VALLEY IN THE PROVINCE OF ALBERTA TO REPEAL CERTAIN BYLAWS OF THE TOWN OF DRAYTON VALLEY.

WHEREAS, under the authority of the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000, the Council of a municipality may repeal any Bylaw.

AND WHEREAS, the Council of the Town of Drayton Valley deems it advisable to repeal certain Bylaws of the Town of Drayton Valley as described in the list of Bylaws to be repealed attached hereto as Schedule “A” and forming a part of this Bylaw.

NOW THEREFORE, the Council of the Town of Drayton Valley in the Province of Alberta hereby enact as follows:

1. That the list of Bylaws referred to as Schedule “A” are hereby repealed.

AND THAT this Bylaw shall come into force and have effect from and after the date of third reading thereof.

Read a first time this 17th day of February, 2016, A. D.

Read a second time this 17th day of February, 2016, A. D.

Read a third and final time this 17th day of February, 2016, A. D.

MAYOR

TOWN MANAGER

SCHEDULE "A"

<u>BYLAW NUMBER</u>	<u>BYLAW NAME</u>	<u>DATE ADOPTED</u>
92-23	Municipal District of Brazeau No. 77 and the Town of Drayton Valley Joint General Municipal Plan	May 20, 1993
99-08	Debenture for Ominplex Parking Lot	June 30, 1999
99-09	Debenture for Sewer Flushing Equipment	June 30, 1999
99-10	Debenture for Civic Centre Roof/ Mechanical Upgrade	June 30, 1999
2000-11	Purchase of Grader	June 7, 2000
2001-18-F	Amend Bylaw 2000-11	October 10, 2001
2002/08/F	Expansion of Fitness Centre	January 8, 2003
2003/01/F	Fire Ladder/Pumper Unit	February 19, 2003
2003/06/F	Debenture for Water Plant and Traffic Signals	August 27, 2003
2004-3-F	Amend Bylaw 2003/06/F	May 12, 2004
2004/06/F	Amend Bylaws 2002/08/F and 2003/01/F	May 12, 2004
2004/23/F	Local Improvement Levy – Sewer & Water (North Acreages)	October 6, 2004
2004/24/F	Local Improvement Debenture – Sewer & Water (North Acreages)	October 6, 2004

8.0 Information Items

Pages 101-116

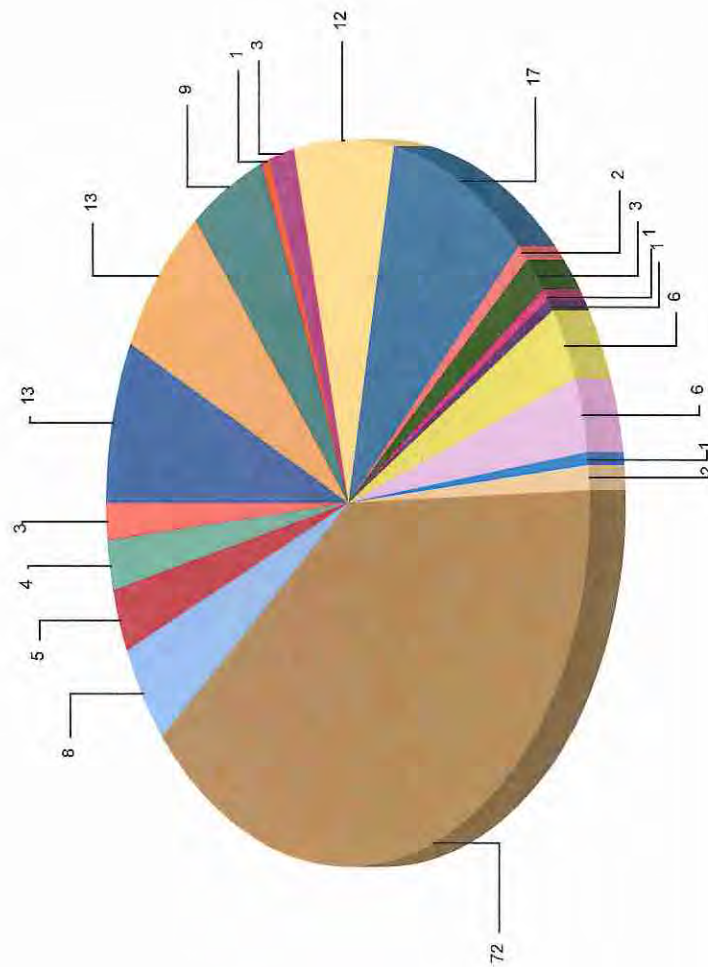
8.1. Bylaw Year End Report 2015	102-106
8.2. STAR Catholic Board Highlights January 2016	107
8.3. Councillor Fredrickson Conference Report – Healthy Community Coalition	108-112
8.4. RCMP January Stats	113-116

MOTION:

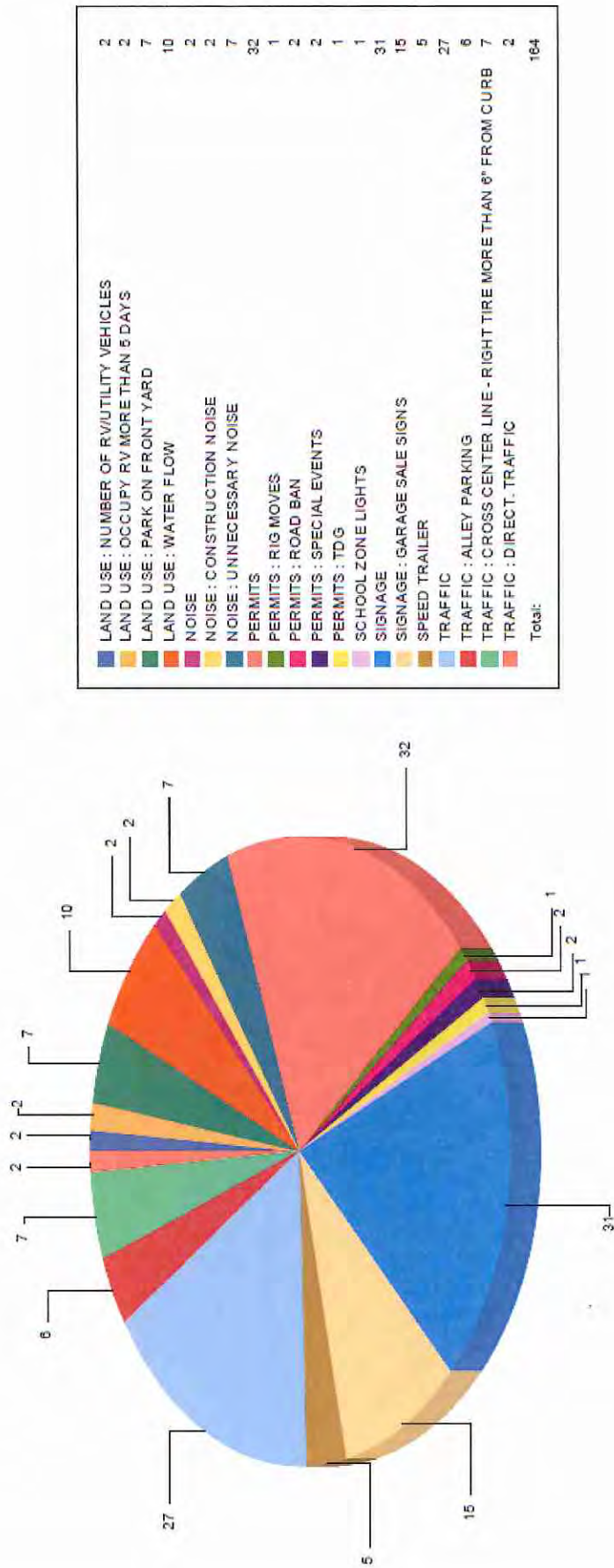
I move that Town Council accept the above items as information.

Incident Report

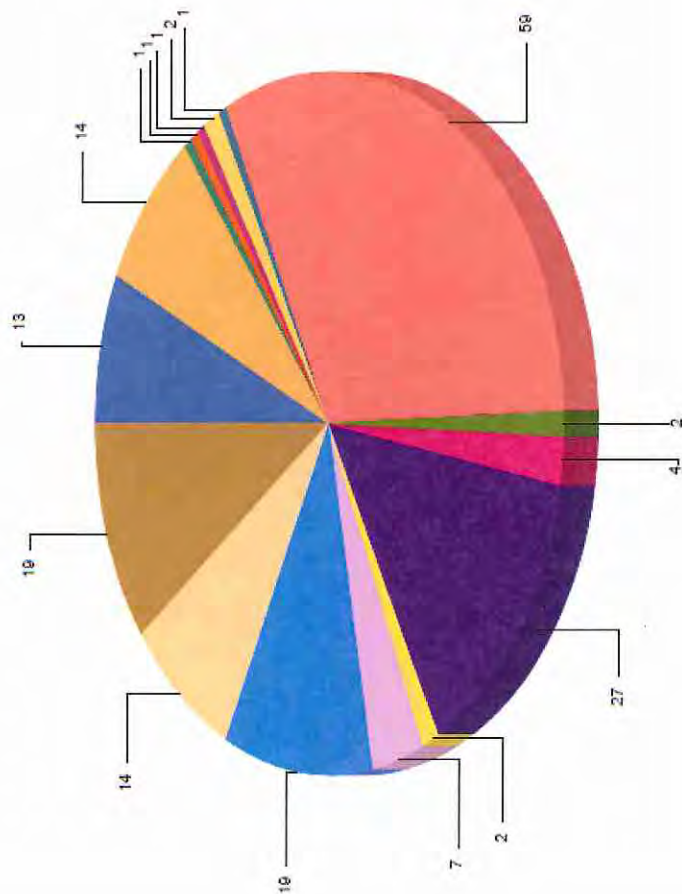
Count of Incident Types



Count of Incident Types



Count of Incident Types

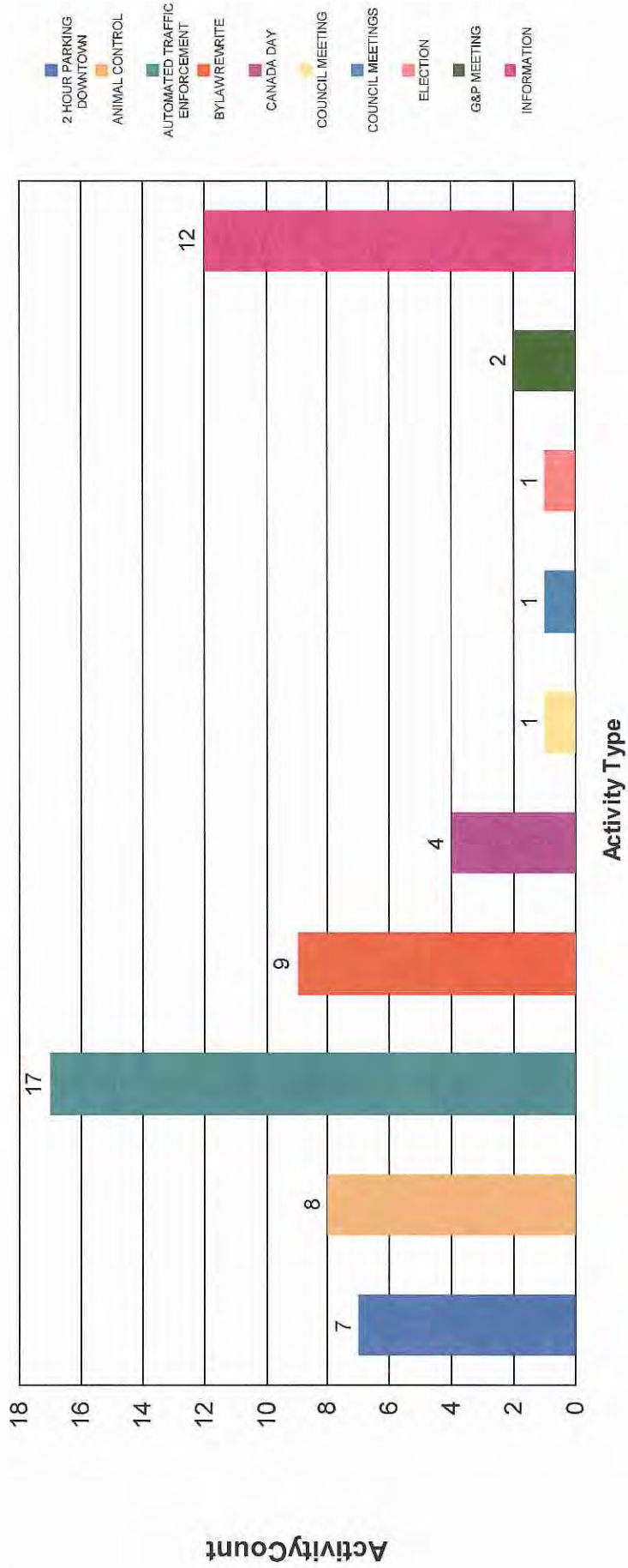


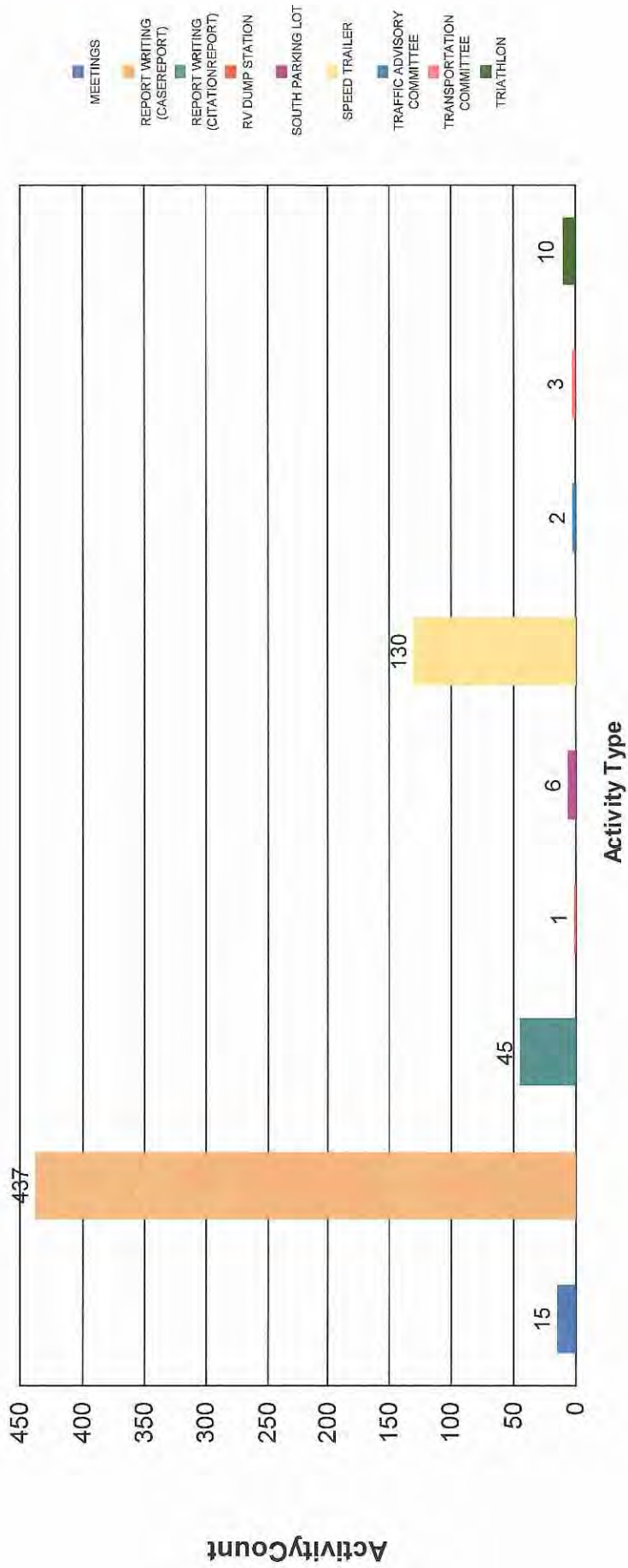
532

Activity Count

Town of Drayton Valley

Report Range : 4/1/2015 12:00:00AM To 12/31/2015 11:59:00PM Report Title :





274

Board Meeting Highlights

January
2016



Drayton Valley Scholarship

The Board agreed to continue its support for the Drayton Valley Community Scholarship Trust Fund. The Drayton Valley Community Scholarship Trust Fund has been operating for 25 years and provides broad-based funding to all students who proceed on to full-time post-secondary education within two years of graduating from schools in the community of Drayton Valley.

Three Year Education Plan

The Board received an update on the timeline and process for development of the Three Year Education Plan. The Board will host a planning session with a broad-base of STAR Catholic stakeholders on February 11th, as part of this annual process.

Fundraising Societies Handbook

The Board endorsed a newly-developed Fundraising Societies Handbook, which was created through consultation with stakeholders, and will serve as a valuable resource for school fundraising societies.

Lacombe Arena

The Board discussed possible implications as a result of the plans for expansion of the Lacombe arena and working collaboratively with municipal counterparts in this regard.

Leaders of Tomorrow

The Board provided continued sponsorship of the Leaders of Tomorrow program in Wetaskiwin. The Leaders of Tomorrow Awards is a youth volunteer recognition program which enables community organizations to publicly recognize the contributions of their youth volunteers. This year's program kick off was held January 21st in Wetaskiwin.

École Mother d'Youville School update

The Board received an update on the planning for École Mother d'Youville School in Beaumont, which included current timelines for the project to go to tender and begin construction.

Beaumont Reconfiguration

With the addition of École Mother d'Youville School planned for September 2017, the Board received a report on the planning of the Beaumont Reconfiguration Spring Consultation. The consultation will be a broad community engagement as plans are made to add École Mother d'Youville School to Beaumont's STAR Catholic school community.

Engagement

The Board finalized its agendas for forthcoming meetings with government MLAs, as well as meeting with the Council of School Councils.

DATES TO REMEMBER

Next Board Meeting

Wednesday, February 17
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](#)
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[Dan Svitich](#)
Ponoka

[Henry Effen](#)
Wetaskiwin



Town of Drayton Valley

COUNCILLOR REPORT

Councillor: Brandy Fredrickson

Conference/Workshop Attended: Coalitions Connect Conference

G&P Presentation Date: Next G and P agenda

Date: January 26, 2016

Session Title: Coalition Connect Conference

Information Presented: The annual Coalitions Connect Conference is established to acknowledge, encourage and support the important role of communities in substance abuse prevention.

Derek Peterson was the keynote speaker. He has developed the Integrative Youth Development framework that integrates best youth development research being done in the world today. His work is being used to support the United Nations Declaration on Rights of a Child.

In addition to the keynote presentation there was also a resource fair which included information from: Action on Smoking and Health, AHS Aboriginal Health, AHS Mental Health Promotion and Illness Prevention, Alcohol Resource Booth, Comprehensive School Health and more.

Correlation to Approved Town Plans/Policies: The Coalitions Connect Conference is the annual conference for our Healthy Communities Coalition. The work that is being done by the coalition on substance policy will help shape future policies of the Town.

By-Law 2008/18/D Business permits- Currently our business permit by-law cites regulation for adult business that sets parameters regarding businesses that are involved in sexual content, escort services or nudity.

A vendor at the conference www.ash.ca Action on Smoking Health gave some policy suggestions that could work to mitigate smoking in the community as well as prepare our community if in the event marijuana use is legalized.

Under the business licensing by-law "licensing and regulation on the sale of tobacco, marijuana (when the time comes) and other harmful substances via business licensing. This can also help reduce the point of sales opportunity of tobacco to minors in the community.

Land Use By-law 2007/24/D Notes parameters regarding adult business establishment in

relation to Adult Businesses which has a 400m radius from existing or intended schools, daycare, places of worship, park/playground, residentially zoned land or halls.

This by-law also identifies the discretionary placement retails liquor stores.

Within the Land use by-law zoning restrictions on placement of businesses selling harmful substances (ie; 400m radius) is an example). Currently the Healthy Communities Coalition is doing work on alcohol in the community perhaps other harmful substances should be a part of that study.

Parks and Public Facilities By-law 2014/14/E identifies what can be done in a public park. This by-law identifies the nuisance of public drunkenness as well as illegal drug use but it does not identify tobacco use, e-cigarette use, hookahs or water pipe use in a public park.

Suggestions within this by-law include the designation of smoke free parks that are heavily used by children and youth in the community. Prohibiting the use of e-cigarettes, hookahs and water pipes in public areas. Extending outdoor smoking restriction on Town owned facilities to come up to speed with Alberta Health Services standards.

Enforcement can include ticketing and licensing suspensions.

The keynote focused on youth and within discussions with other attending coalitions there has been some success stories of committees integrating youth. One such example is a youth of Grade 10 sitting on an alcohol coalition to give insight as to what is happening at the high school level.

Recommendation: to find ways to integrate youth on to committees ie; figure out times that work for youth, specific roles they will play.

Department(s): Legislative Services and Sustainability

Recommended Action:

Policy- recommended actions for discussion are highlighted above.

Identify Partners/Resources:

www.ash.ca

Alberta Health Services- Addition and Mental Health

Healthy Community Coalition

Municipalities who may have engaged in similar policies already

Selected Tobacco/Smoking Restrictions in Alberta

Compiled by Action on Smoking & Health (ASH)

December 2015

Municipality	Tobacco Sales Licensing	Smoke-Free Outdoor Spaces							Smoke-Free Hotel/Motel Guest Rooms	Smoking Materials Prohibited		
		Playgrounds	Parks	Sports fields and facilities	Beaches	Outdoor markets	Outdoor events	Trails		Tobacco products	Waterpipes, hookahs and other smoking equipment	Electronic cigarettes
<u>Airdrie</u>									✓	✓		
<u>Beaumont</u>		✓		✓						✓	✓	
<u>Bonnyville</u>										✓		
<u>Calgary</u>	✓	✓		✓					✓	✓	✓	
<u>Canmore</u>										✓		
<u>Cold Lake</u>		✓	✓	✓		✓				✓	✓	
<u>Devon</u>												
<u>Edmonton</u>	✓	✓	✓	✓						✓	✓	
<u>Grande Prairie</u>		✓		✓								
<u>Hinton</u>	✓											
<u>Jasper</u>										✓		
<u>Lethbridge</u>		✓						✓		✓		
<u>Medicine Hat</u>		✓	✓	✓	✓					✓		
<u>Okotoks</u>	✓									✓	✓	
<u>Red Deer</u>		✓		✓		✓	✓			✓		
<u>Spruce Grove</u>		✓	✓	✓			✓			✓		
<u>St. Albert</u>	✓					✓	✓		✓	✓		
<u>Stettler</u>		✓	✓	✓			✓			✓		
<u>Strathmore</u>												
<u>Sylvan Lake</u>												
<u>Taber</u>	✓									✓		
<u>Wood Buffalo</u>												

What is your municipality doing to protect youth from tobacco use?

Tobacco is the leading avoidable cause of disease, disability and premature death in Alberta, resulting in an estimated 3,000 early deaths annually. The impact of tobacco use extends to families, employers, communities and our healthcare system. Virtually no Albertan remains unaffected by tobacco use.

Although great strides have been made in reducing tobacco use, smoking rates among youth remain disturbingly high.

According to the 2014 Canadian Community Health Survey, 38,000 Alberta youth in grades 6 to 12 are using tobacco products. Sadly, many of these young people will develop a tobacco-related illness down the road and will suffer the dire consequences of tobacco use.

Fortunately, there are effective measures that governments can take to reduce youth tobacco use and to keep kids tobacco-free for life. Over the years, Alberta municipalities have provided exceptional leadership in the effort to reduce tobacco use and to improve the quality of life of Albertans.

Local councils have broad authority to regulate tobacco use under section 7(a) of the Municipal Government Act which states that "A council may pass bylaws for municipal purposes respecting...the safety, health and welfare of people and the protection of people and property".

Here are some recent measures taken by Alberta municipalities to help reduce tobacco use:

- Prohibiting smoking in various outdoor locations to reduce youth exposure
- Licensing tobacco vendors to help reduce tobacco sales to minors
- Prohibiting the use of e-cigarettes, hookahs and water pipes in public areas
- Actively enforcing provincial and local restrictions on tobacco and smoking
- Extending indoor smoking restrictions to hotel and motel guest rooms
- Providing smoke-free social housing and group living facilities

ASH has produced a chart of selected municipal restrictions on tobacco and smoking in Alberta. The chart can be viewed at www.ash.ca/municipal_bylaw_chart.

Please review the chart to see how your municipality compares to others and to identify opportunities for further action.

ASH has also produced a model smoking bylaw for municipal councils. This model bylaw is a compilation of existing bylaws that are already in place around Alberta and it can be viewed at www.ash.ca/model_bylaw.

ASH can provide you with further assistance in developing bylaws to control harmful substances in your community. Please visit www.ash.ca or call 780-426-7867 if you need any information or assistance.

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Is your community ready for the legalization of marijuana?

The Federal government is currently exploring options to legalize the use of marijuana in Canada.

The social benefits of marijuana legalization are debatable and there may be negative consequences.

Your municipality can take affirmative action before marijuana is legalized by asserting control over the sale, promotion and use of these products in your community.

We recommend controlling tobacco and marijuana use in tandem to maximize the public health impact and to establish a level playing field for all smoking materials.

While the Federal government has the ability to legalize and regulate drugs, it cannot interfere with municipal authority over where and when these products can be used and sold.

Municipal restrictions on smoking can be broadly applied to the use of *all smoking materials* including marijuana, illicit drugs, shisha/hookahs, and e-cigarettes. Alberta municipalities have established clear authority over public smoking and the use of smoking materials in public places and workplaces. To date, 10 Alberta municipalities have already restricted the use of all smoking materials—including marijuana—in public places.

Municipal councils can also license and zone the sale of tobacco, alcohol, and other harmful substances. Business licenses can be suspended or cancelled if vendors do not comply with all municipal, provincial and federal laws governing these products including restrictions on sales to minors. A number of Alberta municipalities already license and zone tobacco and alcohol sales.

In summary, here are some options for your municipal council to control the use of tobacco, marijuana and other harmful substances in your community:

- Ban the use of all smoking materials in public places including outdoor spaces such as playgrounds, parks, outdoor events and facilities
- License and regulate the sale of tobacco, marijuana and other harmful substances (via business licensing)
- Place zoning restrictions on the sales of harmful substances (e.g., no sales within 500 meters of schools or public facilities)
- Enforce these restrictions through local bylaw officers or peace officers

Ticketing and license suspensions can be used to enforce these restrictions. These enforcement measures do not require the direct involvement of the Courts or provincial prosecutors since they are local administrative penalties.

ASH can provide you with further assistance in developing bylaws to control harmful substances in your community. Please visit www.ash.ca or call 780-426-7867 if you need any information or assistance.

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Drayton Valley Municipal Detachment

Statistical Comparison

January: 2012 - 2016





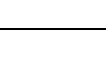
Wednesday, February 03, 2016







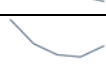

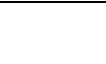
CATEGORY	Trend	2012	2013	2014	2015	2016
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		0	1	1	1	0
Sexual Assaults		3	0	0	0	0
Other Sexual Offences		0	0	0	0	0
Assault		24	17	23	16	8
Kidnapping/Hostage/Abduction		2	0	1	1	0
Extortion		0	0	0	0	0
Criminal Harassment		2	0	0	2	4
Uttering Threats		4	2	6	2	3
Other Persons		0	0	0	0	0
TOTAL PERSONS		35	20	31	22	15
Break & Enter		6	7	8	5	4
Theft of Motor Vehicle		14	4	8	4	2
Theft Over \$5,000		2	0	2	1	1
Theft Under \$5,000		15	21	29	26	15
Possn Stn Goods		5	1	7	2	0
Fraud		3	4	6	1	1
Arson		1	0	0	0	0
Mischief To Property		17	15	20	22	12
TOTAL PROPERTY		63	52	80	61	35
Offensive Weapons		1	2	3	2	2
Public Order		0	1	0	0	0
Disturbing the peace		12	6	9	11	2
OTHER CRIMINAL CODE		18	12	18	26	15
TOTAL OTHER CRIMINAL CODE		31	21	30	39	19
TOTAL CRIMINAL CODE		129	93	141	122	69

Drayton Valley Municipal Detachment
Statistical Comparison
January: 2012 - 2016

CATEGORY	Trend	2012	2013	2014	2015	2016
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		10	2	3	4	3
Drug Enforcement - Trafficking		0	2	1	2	0
Drug Enforcement - Other		0	0	0	0	0
Total Drugs		10	4	4	6	3
Federal - General		4	1	1	0	0
TOTAL FEDERAL		14	5	5	6	3
Liquor Act		2	3	0	0	0
Other Provincial Stats		8	11	4	7	13
Total Provincial Stats		10	14	4	7	13
Municipal By-laws Traffic		0	0	1	1	0
Municipal By-laws		7	0	4	2	5
Total Municipal		7	0	5	3	5
Fatals		1	2	0	0	0
Injury MCS		1	2	0	0	0
Property Damage MVC (Reportable)		32	32	31	33	25
Property Damage MVC (Non Reportable)		2	2	3	7	3
TOTAL MVC		36	38	34	40	28
Provincial Traffic		76	53	39	26	31
Other Traffic		1	3	0	1	1
Criminal Code Traffic		6	7	11	6	4
Common Police Activities						
False Alarms		24	21	13	24	26
False/Abandoned 911 Call and 911 Act		8	10	5	10	6
Suspicious Person/Vehicle/Property		3	13	4	9	16
Persons Reported Missing		1	2	0	1	1
Spousal Abuse - Survey Code		13	7	8	16	19

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

January	Trend	2012	2013	2014	2015	2016
Fatals		1	2	0	0	0
Injury MVAS		1	2	0	0	0
Property Damage MVAS (Reportable)		32	32	31	33	25
Property Damage MVAS (Non Reportable)		2	2	3	7	3
Total MVC		36	38	34	40	28

January	Trend	2012	2013	2014	2015	2016
Impaired Operation*		5	1	3	2	1
Roadside Suspensions - alcohol related - No charge**		1	3	0	1	1
Occupant Restraint/Seatbelt Violations**		1	1	1	0	0
Speeding Violations**		2	1	1	0	1
Intersection Related Violations**		3	3	1	0	1
Driving without Due Care or Attention*		2	0	0	0	0
Other Moving Traffic*		27	19	11	8	5
Other Non-Moving Violation**		21	10	5	4	9
Other CC Traffic***		2	1	0	1	1

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

Drayton Valley Municipal Detachment

January: 2012 - 2016

Category	Trend	2012	2013	2014	2015	2016		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Theft Motor Vehicle (Total)		14	4	8	4	2		6.4	4.3	10.7	Within Norm	-2.4
Auto		0	1	1	0	0		0.4	0.5	0.9	Within Norm	-0.1
Truck/SUV/Van		11	1	5	3	2		4.4	3.6	8.0	Within Norm	-1.6
Motorcycle		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		3	1	1	1	0		1.2	1.0	2.2	Within Norm	-0.6
Take Auto without Consent		0	1	1	0	0		0.4	0.5	0.9	Within Norm	-0.1
Break and Enter (Total)		6	7	8	5	4		6.0	1.4	7.4	Within Norm	-0.6
Business		2	5	6	2	3		3.6	1.6	5.2	Within Norm	-0.1
Residence		1	1	1	3	1		1.4	0.8	2.2	Within Norm	0.2
Cottage or Seasonal Residence		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Spousal Abuse		13	7	8	16	19		12.6	4.6	17.2	Issue	2.1
Robbery		0	1	1	1	0		0.6	0.5	1.1	Within Norm	0
Assault		24	17	23	16	8		17.6	5.7	23.3	Within Norm	-3.3
Sexual Assaults		3	0	0	0	0		0.6	1.2	1.8	Within Norm	-0.6

Traffic	Trend	2012	2013	2014	2015	2016		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Impaired Operation*		5	1	3	2	1		2.4	1.5	3.9	Within Norm	-0.7
Roadside Suspensions - alcohol related - No grounds to charge**		1	3	0	1	1		1.2	1.0	2.2	Within Norm	-0.2
Occupant Restraint/Seatbelt Violations**		1	1	1	0	0		0.6	0.5	1.1	Within Norm	-0.3
Speeding Violations**		2	1	1	0	1		1.0	0.6	1.6	Within Norm	-0.3
Intersection Related Violations**		3	3	1	0	1		1.6	1.2	2.8	Within Norm	-0.7
Driving without Due Care or Attention*		2	0	0	0	0		0.4	0.8	1.2	Within Norm	-0.4
Other Moving Traffic*		27	19	11	8	5		14.0	8.0	22.0	Within Norm	-5.5
Other Non-Moving Violation**		21	10	5	4	9		9.8	6.0	15.8	Within Norm	-3
Other CC Traffic***		2	1	0	1	1		1.0	0.6	1.6	Within Norm	-0.2