



Agenda

Call to Order

National Anthem

1.0 Additions to the Agenda

2.0 Adoption of Agenda

3.0 Corrections or Amendments:

3.1. March 30, 2016, Regular Meeting of Council Minutes 3-7

3.2. April 4, 2016, Special Meeting of Council Minutes 8-9

4.0 Adoption of:

4.1. March 30, 2016, Regular Meeting of Council Minutes

4.2. April 4, 2016, Special Meeting of Council Minutes

5.0 Proclamation

5.1. Mental Health Week 10

6.0 Delegations

6.1. 2015 Audited Financial Report (Phil Derks, Hawkins Epp Dumont)

6.2. Community Services Recreation Programs – Teresa Dunlop and Sheila Bailey 13-25

6.3. March RCMP Stats – S/Sgt. Malcolm Callihoo

6.4. Domestic Violence & Your Workplace Training Presentation (PCCS) 26

7.0 Public Time

8.0 Decision Items Pages 27-165

8.1.	Councillor Fredrickson	First Reading of Traffic, Heavy Vehicle, and Off-Highway Vehicle Bylaws	27-99
8.2.	Councillor Nadeau	Municipal Assets Naming Policy	100-106
8.3.	Councillor Long	Second Quarter Community Event Grant Applications	107-155
8.4.	Councillor Shular	Automated Traffic Enforcement Fund Allocation Policy A-04-14 and Traffic Advisory Committee Terms of Reference	156-164
8.5.	Councillor Wheeler	Audited Financial Statements for 2015	165

Regular Meeting of Council

April 20, 2016

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9.0 Department Reports

9.1. Engineering & Development	
• Planning & Development	Shahid Mughal
• Engineer's Report	Ron Fraser
9.2. Community Services & FCSS	Annette Driessen
9.3. Emergency Services	Tom Thomson
9.4. Administration	
• Communications and Marketing	Tyler Russell
• Economic Development?	Eric Burton
• CAO Report	Dwight Dibben

10.0 Council Reports

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

11.0 Information Items

Pages 166-214

11.1. Drayton Valley & District Family & Community Support Services – December Board Minutes	167-169
11.2. RCMP Stats – March 2016	170-176
11.3. Drayton Valley Municipal Library Board Minutes – March 2015- January 2016	177-199
11.4. Yellowhead Regional Library Annual Report	200-201
11.5. Economic Development Committee Minutes - March	202-203
11.6. Pembina Physician Recruitment and Retention Committee Minutes – Jan-Feb 2016	204-212
11.7. March Fire Services Report	213-214

12.0 Adjournment



Meeting Minutes

THOSE PRESENT:

Mayor McLean
Councillor Nadeau
Councillor Long
Councillor Bossert
Councillor Shular
Councillor Fredrickson
Dwight Dibben, Chief Administrative Officer
Annette Driessen, Director of Community Services
Ron Fraser, Director of Engineering & Planning
Murray Galavan, Deputy Fire Chief - Training
Kevin McMillan, Assistant Director of Corporate Services
Shahid Mughal, Planning & Development Manager

Chandra Dyck, Legislative Services Coordinator
Rita Bijeau, Executive Assistant
Jenn Stone, Communications & Records Management
Teresa Dunlop, Program Manager
Sgt. Christian Delisle
Mamta Lulla, Drayton Valley Western Review
Laine Mitchell, CIBW Radio
Members of the Public

ABSENT:

Deputy Mayor Wheeler
Eric Burton, Economic Development Officer
Danette Moulé, Sustainability Coordinator

CALL TO ORDER

Mayor McLean called the meeting to order at 9:02 a.m.

1.0 Additions/Deletions to the Agenda **RESOLUTION #049/16**

Councillor Shular moved to remove Item 5.1 "Youth Advisory Council: Earth Day – Chaise Combs" and Item 7.1 "Request for Temporary Road Closure of 51st Street" from the March 30, 2016, Regular Meeting of Council Agenda.

CARRIED

2.0 Adoption of Agenda **RESOLUTION #050/16**

Councillor Long moved to adopt the March 30, 2016, Regular Meeting of Council Agenda as amended.

CARRIED

3.0 Corrections or Amendments:

3.1. March 9, 2016, Regular Meeting of Council Minutes

There were no corrections or amendments to the March 9, 2016, Regular Meeting of Council Minutes.

4.0 Adoption of:

4.1. March 9, 2016, Regular Meeting of Council Minutes

RESOLUTION #051/16

Councillor Bossert moved to adopt the March 9, 2016, Regular Meeting of Council Minutes as presented.

CARRIED

5.0 Delegations

- 5.1. Youth Advisory Council: Earth Day – Chaise Combs
 This item was deleted from the Agenda.
- 5.2. 2016 Triathlon Organizing Committee
 Ms. Oakey and Ms. Balke advised Council of the status of the Triathlon on the weekend of May 7, 2016, and outlined the road closure request.
- 5.3. RCMP Stats – Sgt. Delisle
 Sgt. Delisle presented Council with the statistics for RCMP activity for the months of January and February of 2016 and announced he will be transferred to Edmonton.

Councillor Fredrickson entered the meeting at 9:19 am.

6.0 Public Time

No comments were received from the floor.

7.0 Decision Items

- 7.1. Temporary Closure of 51st Street
 This item was deleted from the Agenda.
- 7.2. Request from Temporary Road Closures for 2016 Triathlon

RESOLUTION #052/16

Councillor Nadeau moved that Council approve the temporary street closure and barricading of:
 51 Avenue between 49 Street and 48 Street
 52 Avenue between 49 Street and 48 Street
 48 Street between 51 Avenue and 55 Avenue
 55 Avenue between 48 Street and 43 Street
 55 Avenue to Meier Avenue
 43 Street between 55 Avenue and 50 Avenue
 50 Avenue between 43 Street and Range Road 73 (west-bound lane only)
 Beckett Road between 50 Avenue and 49 Avenue
 on May 7, 2016 from 7:00 am until 3:00 pm.

RESOLUTION #053/16

Councillor Shular moved to amend RESOLUTION #051/16 to remove the words “west-bound lane only” from the line regarding 50 Avenue between 43 Street and Range Road 73.

CARRIED

RESOLUTION #052/16

CARRIED AS AMENDED

- 7.3. Implementation of a Tax Instalment Payment Plan for the Town of Drayton Valley

RESOLUTION #054/16

Councillor Long moved that Council give First Reading to the attached Tax Instalment Payment Plan Bylaw 2016/02/F.

CARRIED

7.4. Park Valley Pool Policies

RESOLUTION #055/16

Councillor Bossert moved that Town Council approve the attached Lifeguard Ratio Policy.

CARRIED

RESOLUTION #056/16

Councillor Bossert moved that Town Council approve the attached Diving Policy.

CARRIED

8.0 Department Reports

8.1. Engineering and Development

- Planning & Development

Mr. Mughal updated Council regarding activities within Planning and Development.

- Sustainability

Mr. Fraser advised Council of initiatives under Ms. Moulé's purview.

- Engineer's Report

Mr. Fraser informed Council of the following updates:

- Bill Adams presented at the 2016 Annual Operators Seminar information from an operators perspective on transitioning between facilities; and
- 43rd Avenue construction will commence in June with anticipated completion by September 2016.

8.2. Community Services & FCSS

Ms. Driessen advised Council of the following:

- April 13th – Volunteer Appreciation Night
- April 21st – Forum for Arts and Culture community
- April 23rd – Little Raskals Garage Sale and Craft Fair
- April 29th – Chili Cook off
- April 30th – Pro Rodeo
- May 7th – Triathlon
- CIB Judges and Championship

8.3. Emergency Services

Deputy Chief Murray Galavan advised Council of the activities within Fire Services.

8.4. Administration

- Communications and Marketing

Ms. Stone advised that

- the app has reached 1004 downloads;
- of an update on the branding process; and
- a redesign for the event calendar on the website is in underway.

- CAO Report

Mr. Dibben advised Council that the initial steps are underway to review the Intermunicipal Cooperation Agreement.

9.0 **Council Reports**

9.1. **Councillor Bossert**

- March 7th – Mental Health Conference
- March 11-13th – Council Retreat
- March 16th – Cultural Sustainability Workshop at Augustana
- March 18th – Waste Management Committee Meeting

9.2. **Councillor Fredrickson**

- March 7th – Mental Health Conference
- March 11-13th – Council Retreat
- March 14th – Clean Energy Technology Centre Committee Meeting
- March 18th – Waste Management Committee Meeting
- Healthy Communities Coalition Meeting

9.3. **Councillor Nadeau**

- Sustainability Committee Meeting
- Solar Open House at the Clean Energy Technology Centre
- Legacy Project Meeting

9.4. **Councillor Long**

- March 14th – Clean Energy Technology Centre
- March 15th – Drayton Valley Community Foundation
- March 18th – Council for the City of Camrose Visit and Tour of Clean Energy Technology Centre and Bio-Composites Group
- March 21st – Drayton Valley Community Foundation
- Legacy Project Meeting

Councillor Shular

- March 11-13th – Council Retreat
- March 14th – Clean Energy Technology Centre Committee Meeting

9.5. **Mayor McLean**

- March 7th – Mental Health Conference
- March 10-11th – Mayors' Caucus and Breakfast with Provincial Leaders
- March 11th – PeeWee Hockey Tournament
- March 14th – Northern Alberta Mayors' and Reeves' Caucus Program
- March 14th – Mayor's Advisory Committee
- March 17th – Meeting with Minister of Health Sarah Hoffman
- March 18th – Council for the City of Camrose Visit and Tour of Clean Energy Technology Centre and Bio-Composites Group
- March 22nd – Luncheon with Government of Alberta and Business Representatives

10.0 Information Items

10.1. Yellowhead Regional Library Board Meeting Minutes, November 2015
10.2. Economic Development Committee Meeting Minutes January and February 2016
10.3. Brazeau Seniors Foundation Meeting Minutes January 2016 and Financial Statements December 31, 2015
10.4. STAR Catholic Board Highlights March 2016
10.5. Waste Management Committee Meeting Minutes October 2015 and February 2016
10.6. RCMP Stats – February 2016

RESOLUTION #057/16

Councillor Bossert moved that Town Council accept the above items as information.

CARRIED

11.0 Adjournment

RESOLUTION #058/16

Councillor Shular moved that Council adjourn the March 30, 2016, Regular Meeting of Council at 10:26 am.

CARRIED

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Meeting Minutes

THOSE PRESENT:

Mayor McLean
Councillor Nadeau
Councillor Shular
Councillor Long
Councillor Wheeler
Councillor Bossert
Councillor Fredrickson

Dwight Dibben, Chief Administrative
Officer
Tyler Russell, Communications &
Marketing Coordinator
Chandra Dyck, Legislative Services
Coordinator
Rita Bijeau, Executive Assistant
Sabine Larcher, Administrative Assistant

ABSENT:

1.0 CALL TO ORDER

Mayor McLean called the meeting to order at 1:09 p.m.

2.0 Signing of Waiver

Members of Council signed the waiver to hold the Special Meeting of Council.

3.0 Adoption of Agenda

RESOLUTION #059/16

Councillor Bossert moved to adopt the Agenda for the April 4, 2016, Special Meeting of Council as presented.

CARRIED

4.0 Decision Items

4.1 Tour of Alberta

RESOLUTION #060/16

Councillor Fredrickson moved that Council approve a contribution of up to \$150,000 in order to secure the rights to be a Finishing Community for the 2016 Tour of Alberta on September 3, 2016.

CARRIED

5.0 Adjournment

RESOLUTION #061/16

Councillor Long moved that Council adjourn the April 4, 2016, Special Meeting of Council at 1:42 p.m.

CARRIED

MAYOR

CHIEF ADMINISTRATIVE OFFICER

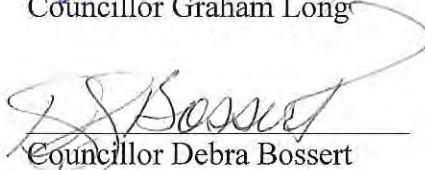
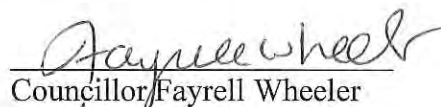

WAIVER OF NOTICE FOR SPECIAL MEETING OF DRAYTON VALLEY TOWN COUNCIL

As per Section 194 of the M.G.A., Revised Statutes of Alberta 2000, Chapter M-26, the Drayton Valley Town Council hereby waives notice of a Special Meeting to be held on April 4, 2016 at 1:00 p.m. at the Civic Centre Conference Room for the following purpose:

Council to approve the:

- a. Tour of Alberta – Finishing Stop Fee

The following consent to the "Waiver of Notice" for the above purpose, signed this 4th day of April, 2016.


Mayor Glenn McLean
Councillor Dean Shular
Councillor Nicole Nadeau
Councillor Graham Long
Councillor Debra Bossert
Councillor Fayrell Wheeler
Councillor Brandy Fredrickson

Town of Drayton Valley

Proclamation

MENTAL HEALTH AWARENESS WEEK

May 2 - 8, 2016

- WHEREAS mental health concerns us all. Mother, father, neighbour, friend;
- AND WHEREAS mental health is more than the absence of mental illness, but is a state of well-being. It is about realizing our potential, coping with the normal stresses of life, and making a contribution to our community;
- AND WHEREAS one in five Canadians will experience a mental health problem or illness every year;
- AND WHEREAS people who live with a mental illness can and do thrive, just as people without a mental illness may experience poor mental health;
- AND WHEREAS social support is a very important part of mental health. Support can come from family and friends, neighbours, co-workers or classmates, faith communities, clubs or support groups for specific problems.;
- AND WHEREAS 2016 marks the 65th Annual Mental Health Week and focuses on the mental health and well-being of men and boys and, as always, encourages people from all walks of life to learn, talk, reflect and engage others on issues related to mental health and mental illness;
- NOW THEREFORE I, Glenn McLean, Mayor of the Town of Drayton Valley, do hereby proclaim May 2 – 8, 2016 as Mental Health Awareness Week in the Town of Drayton Valley.

Glenn McLean
MAYOR

DATED at Drayton Valley, AB
this 20th day of April, 2016.





Aurora Elementary	Evergreen Elementary	Eldorado Elementary	Drayton Christian School	HW Pickup Junior high
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April 7, 2016

Mayor Glenn McLean and Drayton Valley Town Councilors:

Canadian Mental Health Association's Mental Health Week is an annual national event that takes place during the first week in May to encourage people from all walks of life to learn, talk, reflect and engage with others on all issues relating to mental health. The Aim for Success Program is excited to partner with local schools, local businesses and organizations to build on collective impact and promote this important event.

Throughout that week the Aim for Success Program will be asking members of our community to participate in a positive and fun activity to promote conversation about mental health and how we can all contribute to making a difference. Through the "Let's Chalk About It Campaign" community members will have the opportunity to grab a piece of chalk and create, write, draw and share ideas and messages that promote positive mental health and wellness on the sidewalks and pathways in Drayton Valley and Brazeau County.

We hope that you will join us and invite your fellow town Councillors and town employees to participate in this event. We would also like to ask the Town Council to proclaim May 2-8, 2016 as Drayton Valley Mental Health Week.

Thank you,

Chris Lees

Mental Health Program Coordinator

Aim for Success program

A Mental Health Capacity Building Initiative

Wild Rose School Division

587 277 0147

Draton Valley

Let's Chalk

About It !!

Mental Health Week

May 2-8 2016

What: Community members will be encouraged to grab a piece of chalk to write, draw and share ideas and messages that promote positive mental health and wellness on the sidewalks and pathways in Drayton Valley

When: May 2-8, 2016

Where: Sidewalks and Pathways around Drayton Valley!

Why: To show our support to those with mental health challenges and to help reduce the stigma of mental health

Mental Health Week is designated to promote awareness and education about mental health and the importance of good mental health for all

If you would like to contact us with any questions please contact

Chris Lees at christopher.lees@wrsd.ca





Town of Drayton Valley

Delegation Request Form

Name (s): _____

Organization: _____

Contact Number: _____ Contact E-mail: _____

Mailing Address: _____

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)

Additional Information Provided

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

Please indicate any preference you have for meeting:

Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person:

5120-52 ST

2015 Program Breakdown Report

**Teresa Dunlop, Program Manager
Town of Drayton Valley**





Our Team

TERESA DUNLOP, PROGRAM MANAGER

How exciting to be the successful candidate for the Program Manager position with the Community Services Department. I am tasked with the development and continuance of the comprehensive delivery of community service, recreation and cultural programming for the town. I will put my experience and passion to work assisting the department in its effort to reach out to citizens so they can find that activity or program that engages them in a creative, active and healthy lifestyle in Drayton Valley.



SHEILA BAILEY, PROGRAMMING COORDINATOR

"It has been very rewarding watching each staff grow and use their unique talents to help others in growing a passion in an activity they may not have had the opportunity to explore if we had not offered these programs. All the positive comments we received from participants make getting up and coming to work every day both rewarding and joyful."



CORY, PROGRAM ASSISTANT

"I loved being a part of the recreation programs! It was so great to see the kids and youth making new friends and new artists emerging!"





TAYLOR, INDOOR PLAYSPACE FACILITATOR

"Play Space was an awesome opportunity for parents and children to get out of the house during the winter months and do something active! It was a lot of fun to run because it was always different and the kids always kept it hilarious."

CHAISE, THE PLACE

"At 'The Place' the most significant thing I saw was the willingness of the kids who would otherwise be virtual strangers, include, accept and encourage one another."



BROOKLYN, THE PLACE

"It's so awesome when you come to work and it doesn't feel like a job! I love all the dynamics of 'The Place' from the planning to the execution."



JADE, MAD SCIENCE & NATURE PLAY LEADER

"Mad Science was a fun program to run for all the enthusiastic kids."



OUR INSTRUCTOR TEAM

Pam - Strollercize

A class of 6 moms and their adorable babies

Trina - Yoga for Kids

A full class of 8 children "Teaching the children in the Kids Yoga class is about smiles and having fun. Teaching them is a privilege."

Heather and Lisa - Social Art working

A series of 5 workshops, 78 participants attended.

Family Day at Aspen Waste

Following the direction of the 2015-2019 Social Development Plan the goal was to ensure that “Materials are reused and recycled, organics are composted, and there is reduced waste”. Community Services followed the strategy to “Promote waste reduction and separation within our community.” The Town of Drayton Valley’s Family Day Event is held at the Aspen Waste Management Facility. This gives the Community Services Department a chance to showcase the facility and the programs available. With over 650 community members that came to the festivities, they were able to enjoy a hot dog or burger and walk around to the different activities that were being held. Community members were drawn in to get a balloon animal and a photo booth picture, but left with items



from the take it or leave it section. Waste Management staff said “We are even holding items for people to come back and get tomorrow. It was a great turn out today and not very many people knew about this area”. Community members were also able to see how Aspen Waste staff disposes of toxic waste that gets brought in.

This brings great attention to our community, that as a Town we are taking initiative to support reusing and recycling. Community members all left with smiling faces saying how wonderful this event is and that they are looking forward to the next year.



New Recreation Programming

Community Services is offering 4 new winter recreation programs and both of the fall programs are returning. Following the direction of the 2015-2019 Social Development Plan the goal was to ensure that Drayton Valley's "recreation facilities and programs are available and accessible for all." Community Services followed the strategy to "provide a variety of types and time of programs and services to meet the evolving needs of residents, e.g. informal and self-directed activities, families with children and women."

Our Indoor Parent & Tot Play space has seen parents and children respond to the bright airy play space designed for gross motor activity. "Move, climb, skip and tumble together" is the program description. Classroom #3 at NorQuest is an interactive, fun environment for parents and tots to enjoy three times a week, Monday afternoons, Wednesday evenings and Friday mornings.

Mad Science for Kids is a Saturday morning program designed to stimulate all those creative, scientific minds through exploration and experimentation.

The Place is our response to the Social Development Plan's strategy to "determine positive 'third place' where youth can meet outside of home and school." Twice weekly 12 to 17 year olds are invited to join our two youth facilitators to explore

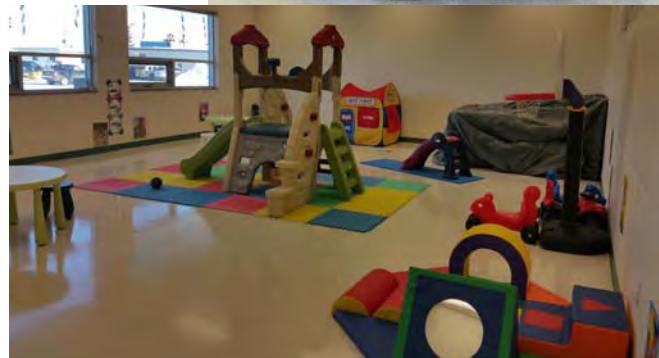
their creativity and plan future events.

These programs have allowed us to "provide opportunities for youth to be leaders". Eight young adults are being trained as Drayton Valley Recreation staff. They currently all have obtained a Vulnerable Sector Check with the RCMP and are completing the Standard First Aid certification. Early this summer we will arrange High Five Training; a national certification in the principle of Healthy Child Development. Warm smiles and our Drayton Valley Rec staff gray and blue t-shirts identify these young leaders.

In keeping with the 2015 Framework for Recreation in Canada our recreation programs are designed to meet the fundamental human needs, provide opportunities for self-discovery, creativity, fair play, lifelong learning and overall quality of life. Social Art working began this winter season with an enthusiastic adult group who recognize recreation as not just a discretionary leisure but as necessary for continued wellness of mind, body and spirit.

Pay now or pay later! Recreation reduces health care, social

service and police/justice costs.



Better Life Fitness - Strollercize

Community Services has been very excited to partner with Pam Moberg of Better Life Fitness. Together we have offered Strollercize; a program that encourages parents to bundle up their tots and bring them along to the Omniplex walking track on Mondays and Wednesdays for an hour of intense exercise. "Drayton Valley and Brazeau County support a community that enhances all dimensions of wellness" (SDP 2016-2019). It is clear from these photos that participants

exemplify the 2015 Canadian Recreation Framework that outlines how individuals with optimal mental and physical wellbeing are engaged and contributing members of

families and communities. Stay tuned on details on the spring session that will begin March 14th.



Yoga for Kids Fall Session



Our sincere thanks to Arvind Kumar Patel who was able to step up at the last moment and offer his instructional expertise in delivering the fall Yoga program for children between the ages of 4 to 7 years. Using his vast experience as a Yoga

professional Arvind quickly adapted a program suitable to a class of excited, enthusiastic girls who were immediately engaged in the many yoga poses and movements that constituted the 6 week class.

As one parent wrote on the post

session evaluation "She has a love for it now and wants to continue."

The winter session of Yoga for Kids was held on Tuesday evenings from 6:15 to 7:15pm and began February 2nd for 8 weeks. Classes were held in Classroom

#3 at the Norquest Building and our instructor for the session was Trina Wakelin.

1 in 2 children would like the chance to be involved in a program in which they're not currently participating!

Fired Up for the Holidays

The Town of Drayton Valley and Brazeau County established a joint 2015-2019 Social Development Plan with one of the strategies “to utilize the building of community resilience model” with the action “to continue to enhance and promote various local youth initiatives that build capacity within the demographic in our community”. The Social Development Plan continues to outline its strategy “to identify and involve diverse populations” with the action “to hold events specific to young adults.”

Fired Up for The Holidays was intended for teens ages of 13-17 who needed assistance in confidence building, social skills and creating a sense of belonging. As a committee we felt young people had a need for places to go where they can enjoy informal time and things to do that reflect their own social

and cultural lives.

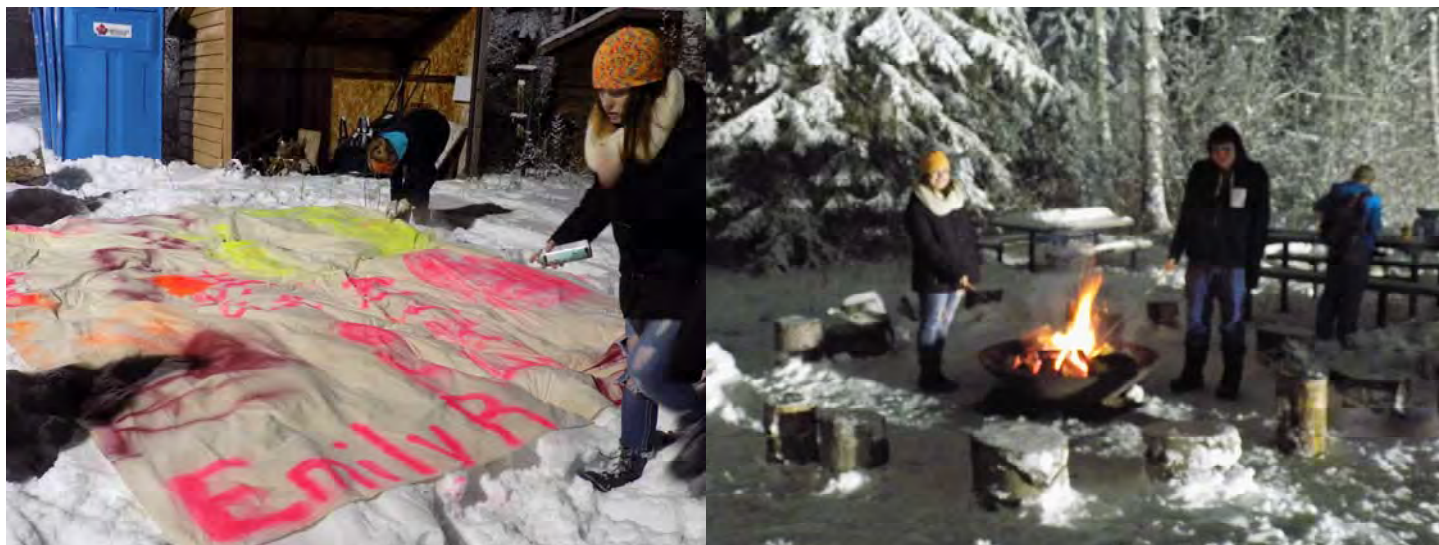
At Fired Up for the Holidays we encouraged participants to connect with other peers to form new bonds. By doing this in a fun, safe environment we assisted youth to develop positive social relationships. We facilitated a campfire, hotdog and marshmallow roast, glow in the dark capture the flag, snowshoeing and snow graffiti art.

These activities were chosen to help alleviate barriers young people may have in their day to day struggles with competition in schools and organized activities. Participants undertook each activity without judgment or scoring. By the end of the night each participant had been given an opportunity to participate socially, culturally and physically.

The possible outcomes were

that through capture the flag students develop interpersonal and group skills which enhanced constructive relationships among people. Students then developed awareness of how vandalism and graffiti can affect a community. Facilitators demonstrated community friendly ways to produce free style art. Lastly snowshoeing promoted personal engagement and gave participants a chance to work on developing independence.

The overall goals of The Fired Up for The Holidays project was to pilot new ways for participants to get involved through participation in new initiatives and focus groups to identify barriers in programs.



Craft - A - Gift

The joint Town of Drayton Valley and Brazeau County 2015 - 2019 Social Development Plan pursues a strategy to “coordinate and collaborate with community organizations to promote and deliver programs and services to residents.” With the action “increase awareness of the benefits of social, recreation, culture and sport programs.”

The Social Development Plan pursues a strategy “to build a community of resilience”, with an action to “continue to enhance and promote local initiatives that presently deliver services that build capacity within the community”.

This project initiative saw local artists and artisans coming forward to promote their skills through a sharing/ teaching event building both capacity in the community and providing a forum for residents to meet new people and form bonds. The Program Coordinator for The Town of Drayton Valley facilitated an ad-hoc group of 4 moms in the community who have a passion for crafting.

Craft a Gift was intended to inspire Moms in our community to come together and learn new skills while “meeting their neighbors”. Moms spent 1-2 hours at each station creating the crafts of their

OMNIPLEX
Get Crafty!
Craft-A-Gift
Sunday, November 29, 2015
10:00 am - 4:00 pm
Omniplex Curling Lounge

Take home handmade gifts **only \$20** per person and the skill to make more!
All registrations must be received by Friday, November 20, 2015

For more information, please call Sheila at 780.514.2560 or email programcoordinator@draytonvalley.ca

Please register at the
Omniplex Front Reception
5737 - 45 Avenue,
Drayton Valley, AB T7A 1A1
780.514.2234

choosing and connecting with others in their group. It increased the quality of their social relationships and assisted them in creating a support system.

National Child's Day, Jersey Day and National Sports Day



Drayton Valley participated in 3 National initiatives, Universal Child's Day & National Jersey Day on November 20th and National Sports Day on November 21st. This national

celebration of the power of sport to build community and get Canadians moving was evident in Drayton Valley with members of the community wearing their hearts on their sleeves on

Jersey Day. On Saturday, RBC's Get out and play Day saw 9 adults and 6 children enjoying the Healthy Hike sponsored by Project Fit, 6 children gave gymnastics a try

courtesy of the Brazeau Gymnastics Club and Park Valley Pool encouraged local swimmers to try underwater hockey, basketball and water polo.



Alberta Culture Days



The 2015 Alberta Culture Days in Drayton Valley was hosted by an exciting group of people who represented a wide variety of cultural constituencies in the Town of Drayton Valley and Brazeau County. As a group, it was the committee's vision to mobilize the cultural energy and resources; and to raise the profile of culture, living theatre, local arts and heritage.

One of the joint Drayton Valley and Brazeau County 2015 -2019 Social Development Plan's goals is, "the Arts be celebrated and opportunities to get involved be available for citizens of all ages". This goal, combined with the strategy, "to celebrate the spirit of our heritage and multiculturalism of our

community", resulted in the Friday September 25th & Sunday September 27th programs which were hosted by the Drayton Valley District Historical Society at the Museum site where approximately 360 community residents connected with the past and the present. The purpose of this free event was to make community members aware of what the museum has to offer and form new connections.

The Saturday, September 26th program was hosted by the Drayton Valley Eleanor Pickup Arts Centre and the Drayton Valley Fine Arts Society who offered a program within the Centre of inspirational orchestra music and the eye catching paintings of local artists. This was complemented by a "Taste of Drayton" a cooperative effort by the Hearts for Lushoto and the Drayton Valley Hotel. Approximately 250 community residents connected with the beauty of music, art and unique foods full of flavor. The purpose of this event was to make community members aware of the full spectrum of performances the EPAC centre can offer.

Another Social Development Plan strategy "to showcase,

celebrate and recognize local talent" and the strategy "to encourage local groups to tap into youth talent" resulted in the September 26th Zombie Run, a significant part of this 2015 Cultural Event.

The Zombie Run, a 5km walk or run for all ages, was hosted at the Rotary Pembina Nordic Community Trails by The River Valley Players and Town of Drayton Valley where approximately 325 community residents participated in an afternoon of arts & physical activity. The purpose of this event was to host a low cost family & youth friendly event to make community members more aware of the enticing program that is created when theatre arts & physical fitness and the great outdoors collaborate in Drayton Valley.

During this 3 day event, we all learned a lot about this amazing community. 935 residents experienced Culture; it really is more than any one of us ever imagined.



Community Registration Night

As outlined in both the Community Sustainability Plan and the Social Development Plan, the Community Registration Night is an annual event whose goal is to create a venue for citizens to increase their awareness of the current recreation, leisure and social opportunities offered by local clubs, organizations and the Town. The 2015 Registration Night successfully showcased 50 clubs and organizations who exchanged their information with approximately 500 community residents resulting in each group averaging between 5 and 10 new registrations. Community members hurried through the crowd to find what new and exciting sport or activity they could try this year be it fitness, karate, jujitsu, dance, hockey, figure skating, ringette, scrapbook

or music lessons, to name a few of the activities represented.

Community Registration Night also served as a learning tool for young individuals who were unsure of the many different types of sports that are offered. Who knew that Drayton Valley has so many different types of martial arts and dance?

The groups and organizations responded with positive feedback to the on-line evaluation tool that was circulated. 70% commented that the event should be repeated in 2016 on the first Tuesday or Thursday in September. Keeping the date consistent from year to year was cited by the

groups and organizations as being important so that residents could anticipate the event. With this in mind the Programming Coordinator has begun planning the 2016 event.



Pickleball



A beautiful, hot August 12th found Central Alberta Pickleball Ambassador Val Vollimin on the Drayton Valley Tennis courts by the Hospital with Community Service staff transforming ½ of the site into 2 temporary pickleball courts. 12 seniors came out to learn about one of the fastest growing sports in the

nation. These interested individuals also got some tips from Val on how to begin the process of organizing a pickleball club in this community. A New Horizons for Seniors Program support grant was submitted on behalf of the pickleball enthusiasts.

On March 10th, 2016 Drayton Valley was notified that New Horizons had awarded \$24,808 towards the building of a pickleball court. It is truly wonderful to bring people

together in the community and form a bond around a shared passion. The goal of the Community Services Department is to support this community initiative based on a game designed for all skill levels where exercise, but primarily fun, is the objective.

A pickleball kit containing 4 paddles, whiffle balls and a portable net can be borrowed by contacting Sheila at 780-514-2560.

2015 Summer Camps



The Town of Drayton Valley's Summer Camp provided 81 children with six weeks of a challenging, stimulating, creative and exciting program, helping the campers build confidence, learn new skills and develop resilience at their own pace. "Mad Science" this summer's most popular camp, saw 30

children ages 6 to 9 years test their abilities with a variety of fun hands on experiments. The Outdoor Explorer and Wild Child camps received a \$300 grant from the Alberta Emerald Foundation's Youth Environmental Grant program to support the "getting active in the outdoors" goal. A big thank you to the 12 community volunteers who took time to share information and engage the children in a wide variety of subjects from environmental issues, facts about our wildlife friends, the fun ways to be fit, expressing the inner artist and the yummy results of nutritious eating. Each day Leaders Tammy and Amy included a circle time where children expressed what they had learned about themselves, other people and the world around them.

Parents commented "My kids

have asked if they could come back to camp every week. I would love to see a camp for their age group for more than the 2 weeks in the summer. They had an awesome experience and are excited to be coming back in August."

The feedback from parents, children and the community is being used to assist in the planning of the 2016 summer program. It was great to see the participants leave each day with grinning faces and we are looking forward to seeing all of those smiles again this year!!!



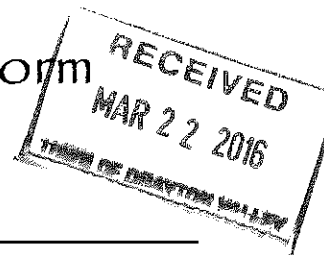
For more information contact:
Teresa Dunlop, Program Manager
Town of Drayton Valley
Email: programmanager@draytonvalley.ca
Phone: (780)514-2531





Town of Drayton Valley

Delegation Request Form



Name (s): Catie Hickman, Rita Dillon, Astrid Mitchell

Organization: Pembina Crisis Connection Society, Comprehensive Family Violence Institute, Epic Resources

Contact Number: 780-621-2363 Contact E-mail: pembinacrisisconnectionsociety@gmail.com

Mailing Address: Box 6296 Drayton Valley AB T7A 1R7

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)

PCCS, CFVI and Epic Resources have partnered with the Alberta Council of Women's Shelters to make Domestic Violence and your Workplace training available to Drayton Valley and area businesses and municipalities. Recent changes to Occupational Health & Safety legislation in Ontario, Manitoba and pending changes in Alberta and federally recognize that Domestic Violence is a workplace issue and should be addressed as such. This training allows business to proactively develop policies to prevent violence, support victims and deal with perpetrators.

Additional Information Provided

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

Power Point presentation to follow

Please indicate any preference you have for meeting:

April 20, 2016

Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person:

5120-52 ST

AGENDA ITEM:7.1	First Readings of Traffic, Heavy Vehicle and Off-Highway Vehicle Bylaws
Department:	Administration
Presented by:	Councillor Fredrickson
Support Staff:	Chandra Dyck

BACKGROUND:

Administration has been working together to prepare a new Traffic Bylaw which separates out the operation of Heavy Vehicles and Off-Highway Vehicles (much as we did with the Dangerous Goods Route) within the Town. The attached Bylaws are intended to modernize our approach to the use of roads and the conduct of users of those roads, including motorists, pedestrian, bicyclists and the like.

The Town currently has a Traffic Bylaw from 2000, however it was felt that there is benefit to breaking out certain portions of the current Bylaw to allow amendments as may be needed given the magnitude of each of the proposed components. Further, Administration has looked into the fines levied in other municipalities in terms of traffic enforcement and recommends that Drayton Valley's Bylaws reflect penalties which are at a level consistent with other municipalities.

Administration is recommending that the attached three Bylaws be given First Readings today, after which advertising and public consultation will take place.

MOTION:

That Council give First Reading to Traffic Bylaw 2016/03/P.

That Council give First Reading to Heavy Vehicle Bylaw 2015/15/T.

That Council give First Reading to Off-Highway Vehicle Bylaw 2015/16/T.

**BYLAW NO. 2016/03/P****Name of Bylaw: Traffic Bylaw**

WHEREAS the *Traffic Safety Act*, R.S.A. 2000, c.T-6 as amended or repealed and replaced from time to time, authorizes a municipal Council to pass Bylaws not inconsistent within the *Traffic Safety Act*, respecting highways under its direction, control and management, for the regulation and control of traffic within the boundaries of the Town;

AND WHEREAS the Council for the Town deems it to be in the best interests of the public to regulate traffic within the Town;

NOW THEREFORE, the Council of the Town of Drayton Valley, duly assembled, enacts as follows:

1. TITLE

This Bylaw may be cited as the “Traffic Enforcement Bylaw” of the Town of Drayton Valley.

2. PURPOSE

The purpose of this Bylaw is to regulate and control the use of highways within the Town of Drayton Valley.

3. DEFINITIONS

In this Bylaw, including this section, unless the context otherwise requires:

- 3.1 *Act* means the *Traffic Safety Act*, R.S.A. 2000, Chapter T-6;
- 3.2 *alley* means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land;
- 3.3 *approved helmet* means a safety helmet that is approved under Part 6 Divisions 4 and 5 of the *Vehicle Equipment Regulation* AR 122/2009 (as amended);
- 3.4 *arterial roads* means a high-capacity highway or roadway intended to carry traffic between important centres of activity;

- 3.5 *bicycle* includes any cycle propelled by human muscular power on which a person may ride regardless of the number of wheels that the cycle may have;
- 3.6 *boulevard* means that part of a highway that:
- a. is not roadway; and
 - b. is that part of a sidewalk or walkway that is not specifically adapted to the use of, or ordinarily used by, pedestrians;
- 3.7 *bus* means a motor vehicle:
- a. that is designed for carrying eleven (11) or more persons, including the person driving the vehicle; and
 - b. that is used, or intended to be used, for the transportation of persons;
- 3.8 *CAO* means the Town of Drayton Valley Chief Administrative Officer, who may also be referred to as the Town Manager;
- 3.9 *centre line* means:
- a. the centre of a roadway measured from the curbs or, in the absence of curbs, from the edges of the roadway;
 - b. in the case of a highway
 - i. that is an offset centre Highway as designated by a traffic control device; or
 - ii. that has a certain number of traffic lanes for traffic moving in a certain direction at all times or at specified times as designated by a Traffic Control Device;
 - c. the line dividing the lanes for traffic moving in opposite directions; or
 - d. in the case of a divided highway, that portion of the highway separating the roadways for traffic moving in opposite directions;
- 3.10 *Council* means the Municipal Council for the Town of Drayton Valley;
- 3.11 *crossing* means a curb, sidewalk or boulevard crossing constructed for the purpose of vehicle access;

3.12 *crosswalk* means:

- a. that part of a roadway at an intersection included within the connection of the lateral line of the sidewalks on opposite sides of the highway measured from the curbs, or in the absence of curbs, from the edges of the roadway; or
- b. any part of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by traffic control devices or by line or by other markings on the road surface;

3.13 *curb* means the actual roadway curb if there is one, and if there is no curb in existence shall mean the division of a highway between the roadway and the sidewalk or boulevard, as the case may be;

3.14 *daytime* means the period commencing one (1) hour before sunrise and ending one (1) hour after the following sunset;

3.15 *debris* means loose material which is an obstruction to the free use of a roadway, highway or fire hydrant, or which may encroach thereon, including, but not limited to, snow, ice, sand, dirt, gravel, turf, leaves, branches and solid waste;

3.16 *disabled persons vehicle* means a vehicle that displays a disabled placard or license plate that is issued or recognized by the Registrar of Motor Vehicle Services (or any person who, on the directions of the Registrar, is acting on behalf of the Registrar of Motor Vehicle Services);

3.17 *emergency vehicle* means:

- a. a vehicle operated by a Peace Officer or police service as defined in the *Police Act*, as amended or repealed and replaced from time to time;
- b. a fire-fighting or other type of vehicle operated by the fire protection service of a municipality;
- c. an ambulance operated by a person or organization providing ambulance services;
- d. a vehicle operated as a gas, power or water disconnection unit of a public utility; or
- e. a vehicle designated by regulation as an emergency response unit;

- 3.18 *Engineer* means the individual appointed as the engineer for the Town of Drayton Valley or his/her designates;
- 3.19 *funeral procession* means a group of vehicles, the occupants of which are gathered pursuant to funeral services, that is likely to block, obstruct, impede, hinder or otherwise interfere with pedestrian or vehicular traffic on the highway;
- 3.20 *government vehicle* means any vehicle that is owned or leased by a federal, provincial or municipal government;
- 3.21 *highway or roadway* means any thoroughfare, street, road, trail, avenue, parkway, viaduct, lane, alley, square, bridge, causeway, trestle-way or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and Includes:
- a. a sidewalk (including a boulevard portion thereof);
 - b. where a ditch lies adjacent to and parallel with the roadway, the ditch; and
 - c. where a highway right-of-way is contained between a property line and one side of the roadway, all land between the property line and the edge of the roadway, as the case may be, but does not include a place declared by the Lieutenant Governor in Council not to be a highway;
- but does not include a place declared by regulation passed pursuant to the *Traffic Safety Act* not to be a highway;
- 3.22 *hoarding* means the fencing required to enclose an obstruction on a public place;
- 3.23 *holiday* includes:
- a. New Year's Day, Alberta Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Heritage Day, Labour Day, Remembrance Day and Christmas Day;
 - b. the birthday or the day fixed by proclamation for the celebration of birthday of the reigning sovereign;
 - c. December 26th, or if that date falls on a Sunday or Monday, then December 27th; and
 - d. any day appointed by proclamation of the Governor General in Council or proclamation of the Lieutenant Governor in Council for a public holiday or for a day of fast or Thanksgiving or as a day for mourning;

- 3.24 *inoperable vehicle* means a vehicle that, in the opinion of a Peace Officer, is incapable of moving without repair;
- 3.25 *intersection* means the area embraced within the prolongation or connection of:
- a. the lateral curb lines, or if none;
 - b. the exterior edges of the roadways; and
 - c. of two or more highways, which join one another at an angle whether or not one highway crosses the other;
- 3.26 *lead vehicle* means the motor vehicle which is at the head or front of a funeral procession, escorting the other vehicles forming the procession;
- 3.27 *mobility aid* means a device that is used to facilitate the transport, in a normal seated orientation, of a Person with a disability;
- 3.28 *motorcycle* means a motor vehicle, other than a moped, that is mounted on two (2) or three (3) wheels and includes those motor vehicles known in the automotive trade as motorcycles and scooters;
- 3.29 *nighttime* means the period commencing one (1) hour after sunset and ending one (1) hour before sunrise;
- 3.30 *obstruction* means an encroachment, excavation, structure or other obstacle, including a tree, shrub or hedge, that:
- a. interferes with or prevents the vision, passage, maintenance or use of public places by vehicles or pedestrians; or
 - b. interferes with or prevents the proper operation of a public work;
- 3.31 *operator* means a person who drives a vehicle or operates equipment as the owner thereof, or as an agent, employee or servant of the owner;
- 3.32 *operate or operating* means to drive, or be in actual physical control of, a vehicle;
- 3.33 *owner* means the person named as the registered owner of the vehicle and includes any person renting a vehicle or having the exclusive use of a vehicle under a lease that has a term of more than thirty (30) days or otherwise having the exclusive use of a vehicle for a period of more than thirty (30) days;

3.34 *parade* means a procession or march that is:

- a. organized to entertain spectators, for display or inspection purposes, or to promote a cause or purpose; and
- b. likely to block, obstruct, impede, hinder or otherwise interfere with vehicle or pedestrian traffic;

for the purposes of this Bylaw, a special roadway event shall not be considered a parade;

3.35 *park* means to allow a vehicle (whether occupied or not) to remain standing in one place, except:

- a. when standing temporarily for the purpose of, and while actually engaged in, loading or unloading passengers or goods; or
- b. when standing in obedience to a Peace Officer or traffic control device;

3.36 *parkland* means any developed or undeveloped property that is owned, controlled or maintained by the Town, is intended to be used by members of the public for recreation purposes, and is:

- a. preserved as a natural area;
- b. designated or districted as park or park corridor land;
- c. dedicated as municipal reserve, environmental reserve or a public utility lot property pursuant to the *Municipal Government Act* R.S.A. 2000, Ch.M-26 (as amended); or
- d. a boulevard contiguous with, partially within or fully within the property referenced under the foregoing subsections;

3.37 *Peace Officer* means a person appointed as a Peace Officer pursuant to section 7 of the *Peace Officer Act*, S.A. 2006, Chapter P-35, and also includes but is not limited to a Police Officer, Royal Canadian Mounted Police Officer, Special Constable, Bylaw Enforcement Officer, or a person designated by Council to enforce the provisions of this Bylaw;

3.38 *pedestrian* means:

- a. a person on foot; or
- b. a person in or on a mobility aid;

and includes those persons designated by regulation as pedestrians and for the purposes of this Bylaw, includes users of in-line skates, roller skates, and non-motorized scooters;

3.39 *Permit* means written authorization issued by the CAO which evidences the CAO's permission to operate a specified type of vehicle upon a highway or roadway within the Town of Drayton Valley;

3.40 *person* includes a corporation, partnership, or individual, and the heirs, executors, administrators or other legal representative of an individual, joint venture, proprietorship, association, or society;

3.41 *playground zone* means that portion of a highway identified by a traffic control device as a playground zone;

3.42 *public place* means any highway, parkland, public bridge, road, lane, footway, square, court, alley, or passage, whether a thoroughfare or not, and includes any open space to which the public may have or are permitted to have access whether on payment or otherwise, that is owned by the Town of Drayton Valley;

3.43 *recreational pathway* means a path or trail that is not part of a roadway and which is designated primarily for the exclusive use of pedestrians, bicycles, rollerblades and skateboards;

3.44 *recreational vehicle* means a vehicle designed or used for travel with temporary living accommodation for vacations or camping purposes;

3.45 *refuse* means all solid and liquid waste which is an obstruction to the free use of a roadway, highway or fire hydrant, or which may encroach thereon, including but not limited to, organic and inorganic yard waste, mud, dirt, soil, fuels, chemicals, hazardous materials, automotive liquids, manure, animal waste or any other form of waste or litter;

3.46 *road ban* means the seasonal axle weight allowance prescribed by an Engineer in respect of a highway;

3.47 *school bus* means a motor vehicle used primarily for transporting persons to and from a school;

3.48 *school zone* means that portion of a highway identified as a school zone by a traffic control device;

3.49 *sidewalk* means that part of a highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a highway between:

- a. the curb line; or
- b. where there is no curb line, the edge of the roadway;

and the adjacent property line, whether or not it is paved or improved;

3.50 *slow moving vehicle* means:

- a. a vehicle or other machinery or equipment designed for use at speeds that are less than 40 km/h; or
- b. a vehicle upon which must be displayed, in accordance with provincial regulations, an emblem indicating that it is a slow moving vehicle, but does not include:
 - i. a bicycle;
 - ii. any vehicle owned by or under contract to the Town while actually engaged in highway or public works maintenance operations; or
 - iii. any vehicle used in connection with the servicing of public utilities while that vehicle is actually engaged in public utility maintenance operations on a highway;

3.51 *special roadway event* means a competition, spectacle or event (including a block party or similar gathering) that takes place in whole or in part on a highway and which may involve walking, running or the use or display of bicycles, motorcycles or vehicles;

3.52 *stop* means:

- a. when required, a complete cessation from vehicular movement; and
- c. when prohibited, any halting even momentarily of a vehicle, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with a direction given by a Peace Officer or traffic control device;

- 3.53 *street furniture* includes every curb, sidewalk, utility pole, traffic control device, waste receptacle, bus bench, bus or taxi shelter, tree, plant, grass, utility service equipment or any other property authorized for placement on a public place by the Town;
- 3.54 *time* as referred to in this Bylaw, shall mean either Mountain Standard Time or Mountain Daylight Savings Time, whichever is proclaimed to be in effect by the Province of Alberta;
- 3.55 *Town* means the municipal corporation of the Town of Drayton Valley;
- 3.56 *track* means to allow, cause or permit any dirt, soil, mud, gravel, sand, clay, lime, fertilizer, manure, substance or material of any nature or kind whatsoever to become loose or detached or blow, drop, spill, or fall from any vehicle, appurtenances, or tires onto any highway;
- 3.57 *traction device* means apparatus, including but not limited to metal spikes, lugs, cleats, chains, or bands, designed to increase the friction between a vehicle's tire and a road surface covered with ice or snow;
- 3.58 *traffic control device* means any sign, signal, marking or device placed, marked or erected under the authority of the Act and this Bylaw for the purpose of regulating, warning or guiding traffic;
- 3.59 *trailer* means a vehicle so designed that it:
- a. may be attached to or drawn by a motor vehicle or tractor;
 - b. is intended to transport property or persons; and
 - c. includes any vehicle defined by regulation as a trailer, but
 - d. does not include machinery or equipment used in the construction or maintenance of highways;
- 3.60 *vehicle* means a device in, upon, or by which a person or thing may be transported or drawn upon a highway and includes a combination of vehicles but does not include a mobility aid;
- 3.61 *Violation Tag* means a tag or similar document issued by the Town for the purpose of notifying a person that an offence has been committed for which a prosecution may follow;
- 3.62 *Violation Ticket* means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedure Act*.

4. APPLICATION AND OVERARCHING AUTHORITY

- 4.1 This Bylaw applies to municipal property and highways under the direction, control and management of the Town and nothing in this Bylaw authorizes, or in any way affects, the operation of a vehicle on any provincial highway.
- 4.2 Nothing in this Bylaw relieves any person from complying with any provision of any federal or provincial legislation affecting vehicles, including without restriction, the Act and all applicable regulations thereunder.
- 4.3 Notwithstanding anything in this Bylaw, no person shall act in contravention of:
 - a. the directions of a Peace Officer acting in the course of his or her employment duties; or
 - b. in the absence of circumstances set out under subsection a., a traffic control device placed by or under the direction of the Town.
- 4.4 No Person other than a Peace Officer shall attempt to direct or regulate traffic or place anything resembling a traffic control device other than with the permission of, and in accordance with any conditions imposed by, the CAO.

ARTICLE I - RULES FOR THE OPERATION OF VEHICLES

5. ROADWAYS

- 5.1 No Person shall operate a vehicle within the Town except on a roadway or, subject to the consent of the owner, on private property.
- 5.2 No person shall drive or park any vehicle across a sidewalk or boulevard, or both, unless a crossing has been constructed as required by the Town.

6. INTERFERENCE WITH TRAFFIC CONTROL DEVICES

- 6.1 No person shall take down, interfere with, remove, deface, or otherwise damage any traffic control device, barricade, notice, mark, flashing warning light or other street furniture erected by or placed under the direction of the Town for the purpose of guiding or warning motorists or other travelers.
- 6.2 No person shall place any traffic control device, sign, street furniture or other obstacle upon a highway unless so authorized by the CAO.

7. EXEMPTIONS

- 7.1 Nothing in this Part shall apply to
- a. emergency vehicles or operators of emergency vehicles acting in accordance with their official employment duties;
 - b. Peace Officers acting in accordance with their official employment duties; or
 - c. a person acting in accordance with:
 - i. a traffic control device; or
 - ii. notwithstanding the existence of a traffic control device, the directions of a Peace Officer or the CAO.

ARTICLE II – SPEED RESTRICTIONS

8. ROADWAYS

- 8.1 Except as indicated
- a. by a separate Bylaw adopted by Council; or
 - b. elsewhere in this Bylaw,
- the speed limit on all roadways shall be fifty kilometers (50 km/h) per hour.

9. SCHOOL ZONES AND PLAYGROUND ZONES

- 9.1 School zone hours established for the purposes of traffic control within the Town shall be continuous between the hours of eight o'clock am (08:00) and four-thirty o'clock pm (16:30) on school days.
- 9.2 The speed limit in a school zone is thirty kilometers (30 km/h) per hour during the school zone hours of operation.
- 9.3 Playground zone hours of operation are daily from eight-thirty o'clock am (08:30) to one (1) hour after sunset.
- 9.4 The speed limit in a playground zone is thirty kilometers (30 km/h) per hour during the playground zone hours of operation.

9.5 A school zone or playground zone:

- a. begins at the point where there is a traffic control device indicating the school zone or playground zone or the commencement of the school zone or playground zone; and
- b. ends at the point where there is a traffic control device indicating a greater rate of speed or the end of the zone.

10. ALLEYS

The speed limit in an alley is thirty kilometers (30 km/h) per hour.

ARTICLE III – PARKING AND STOPPING

11. GENERAL PROHIBITIONS

- 11.1 Where a vehicle parking space upon a highway is marked out or designated, an operator using the same shall park such vehicle wholly within the limits of that space.
- 11.2 No person shall park a vehicle on any portion of a highway upon which parking is prohibited by a traffic control device.
- 11.3 No person shall stop a vehicle on any portion of a highway upon which stopping is prohibited by a traffic control device.
- 11.4 At no time shall a person park or stop a vehicle:
 - a. on a sidewalk or boulevard;
 - b. such that the vehicle impedes or obstructs the orderly flow of vehicle or pedestrian traffic;
 - c. on a crosswalk or any part of a crosswalk;
 - d. near a building such that the vehicle interferes with the use of a doorway marked as a fire or emergency exit;
 - e. on any portion of a roadway marked as an emergency access route or fire lane;

- f. on any portion of a highway designated as a “no parking” or “prohibited” area by a traffic control device located above or to the side of the highway or if no sign, parked adjacent to curb side clearly marked by yellow paint or marker;
- g. in the case of an approach to a stop sign or yield sign, within five (5) metres from the stop sign or yield sign;
- h. such that the vehicle obstructs access to the entranceway of a fire hall, police station, ambulance station or hospital;
- i. in a roadway maintenance or construction area unless the vehicle is employed in the maintenance or construction work;
- j. within one and a half (1.5 m) metres from any access to a garage, private road or driveway or a vehicle crossway over a sidewalk;
- k. within five (5 m) meters of a fire hydrant curb point;
- l. within five (5 m) meters of a marked crosswalk;
- m. within an intersection other than immediately next to the curb in a “T” intersection;
- n. within an intersection nearer than five (5 m) meters to the projection of the corner property line immediately ahead or immediately to the rear, except when the vehicle is parked in a space where a traffic control device indicates parking is permitted;
- o. upon parkland, or land designated by a public authority other than the Town as park or reserve land;
- p. in a Town-owned parking lot contrary to a traffic control device;
- q. in any place or area where the traffic control device indicates that parking there is restricted to a special class of vehicle only;
- r. in any loading or unloading space marked by a traffic control device indicating the restrictions which apply thereto, unless lawfully engaged in loading or unloading merchandise; or
- s. as otherwise restricted by signage.

12. PARALLEL PARKING

- 12.1 When parking a vehicle on a highway, a person may only park a vehicle with:
- a. the sides of the vehicle parallel to the curb or edge of the roadway; and
 - b. the right wheels of the vehicle not more than fifty (50 cm) centimetres from the right curb or edge of the roadway, or
- 12.2 In the case of a one-way highway where parking on either side is permitted, with:
- a. the sides of the vehicle parallel to the curb or edge of the roadway;
 - b. the wheels that are the closest to a curb or edge of the roadway not more than fifty (50 cm) centimetres from that curb or edge; and
 - c. the vehicle facing in the direction of travel authorized for the highway.
- 12.3 Notwithstanding sections 12.1 and 12.2, a motorcycle may be parked at an angle, other than perpendicular, to the curb or edge of the roadway, with:
- a. a wheel of the motorcycle not more than fifty (50) centimetres from the curb or edge of the roadway, and
 - b. the motorcycle angled in the direction of travel authorized for the traffic lane that is adjacent to the lane on which the motorcycle is parked.
- 12.4 Section 12.3 does not apply where angle parking is permitted or required.

13. ANGLE PARKING

- 13.1 Where a sign indicates that angle parking is permitted or required and parking guidelines are visible on the surface of the roadway, a driver shall park his vehicle:
- a. with its sides between and parallel to any two of the guidelines; and
 - b. with the front wheel closest to the edge of road or curb not more than fifty (50 cm) centimeters from the curb or edge of the roadway,
- 13.2 Any operator of a vehicle failing to comply these regulations shall be guilty of an offence and liable for a penalty as prescribed in Schedule "B" attached.

- 13.3 Where a sign indicates that angle parking is permitted or required but no parking guidelines are visible on the surface of the roadway, a driver shall park his vehicle:
- a. with its sides at an angle of between thirty (30°) and sixty (60°) degrees to the curb or edge of the roadway; and
 - b. with one (1) front wheel not more than fifty (50 cm) centimetres from the curb or edge of the roadway.
- 13.4 A vehicle, recreational vehicle or trailer that singly or together exceeds five point eight (5.8 m) meters in length shall not be parked at an angle on a highway unless:
- a. a sign specifically permits parking; or
 - b. the vehicle displays a Permit authorized by the Town.

14. ALLEY PARKING

- 14.1 No person shall park a vehicle in an alley except while loading and unloading goods:
- a. from a commercial vehicle for a period of thirty (30) minutes; or
 - b. from a passenger vehicle for a period not exceeding fifteen (15) minutes.
- 14.2 Notwithstanding section 14.1, no person shall park a vehicle in an alley such that the passage of other vehicles through the alley is obstructed.

15. DISABLED PERSON'S PARKING SPACE

- 15.1 The CAO is hereby delegated the authority to establish parking places on public property, that the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, for the exclusive use of persons with disabilities who display on their vehicle a handicap placard or license plate that is issued or recognized by Alberta Registries.
- 15.2 No person shall stop or park a vehicle in a space marked by a traffic control device as a disabled person's parking space unless:
- a. the vehicle clearly displays a placard or license plate issued by or acceptable to the Registrar, which placard or license plate has been issued in reference to a disabled person's use of the vehicle; and

- b. the disabled person referred to in subsection 15.2(a) enters or exits the vehicle while it is stopped or parked in the referenced parking space.

15.3 A vehicle parked contrary to section 15.2 may be removed and impounded, without any liability to the Town, by a Peace Officer.

16. TIMED PARKING

16.1 Where a traffic control device restricts parking to a number of minutes or hours, or within certain hours or days of the week, no person shall park a vehicle in the applicable parking area in excess of that time span or outside the hours so designated and marked on the traffic control device.

16.2 If a vehicle, having been issued a Violation Tag or a Violation Ticket due to a contravention of section 16.1, remains parked for a further span of time in excess of the number of minutes or hours permitted, an additional offence shall be deemed to have occurred.

17. PASSENGER LOADING

No person shall park a vehicle in any passenger loading space marked with a traffic control device for a period of more than that indicated on the traffic control device, except while in the process of loading or discharging passengers.

18. PARKING ON TOWN LANDS

No person shall park or direct another person to park a vehicle upon any land owned by the Town, including parkland, boulevards and rights-of-way, unless authorized by the CAO by way of a Permit.

19. SCHOOL BUS

19.1 No school bus operator shall park a school bus in a residential district except while engaged in loading or unloading passengers,

19.2 The operator of a vehicle bearing the sign "School Bus" may activate the alternately flashing yellow lights, red lights or "STOP" arm on the vehicle while loading and unloading passengers on any Town highway.

20. TEMPORARY NO PARKING

- 20.1 Notwithstanding any other provision in this Bylaw, the CAO may cause Traffic Control Devices indicating “No Parking” and/or “Street Maintenance” or similar wording, to be placed on or near a roadway for the purposes of regulating parking during roadway maintenance, snow removal or construction purposes.
- 20.2 Traffic Control Devices imposing a temporary parking restriction will be placed a minimum of twelve (12) hours prior to the enforcement of those parking restrictions.
- 20.3 When such traffic control devices are placed on or near a roadway, no person shall park or leave a vehicle on that portion of roadway contrary to the traffic control device
- 20.4 When roadway maintenance, snow removal or construction commences any vehicle parked on the signed roadway may be ticketed and/or removed pursuant to the authority provided under this Bylaw and the owner of the vehicle shall be responsible for all penalties incurred.

21. SEASONAL PARKING BAN

- 21.1 A vehicle shall not be parked on a highway in any location identified as a seasonal parking ban route.
- 21.2 This section only applies when the location identified as a seasonal parking ban route has been declared in effect by the CAO
- 21.3 A vehicle parked on a highway in a location identified as a seasonal parking ban route must be removed from the location identified as a seasonal parking ban route within eight (8) hours of a seasonal parking route ban having been declared in effect.

22. RECREATIONAL VEHICLE

- 22.1 A recreational vehicle shall not be parked on a highway unless it is parked in a location completely adjoining the recreation vehicle owner’s residence as shown in the records of the Albert Motor Vehicle Registry.
- 22.2 A recreational vehicle parked pursuant to this section:
 - a. shall not be parked for more than seventy-two (72) consecutive hours; and

- b. shall be removed to an off-highway location for forty-eight (48) consecutive hours before it may be parked again on a highway.

22.3 A recreational vehicle parked on a highway shall not be occupied.

22.4 No person shall park a trailer or recreational vehicle upon a highway unless the trailer or recreational vehicle is attached to a vehicle by which it may be drawn.

23. ABANDONED VEHICLE

Except with the written permission of the CAO, no person shall park a vehicle at a single location on a highway (or in close proximity to that single location) for a period exceeding seventy-two (72) consecutive hours.

24. INOPERABLE VEHICLE

No Person shall park an inoperable vehicle on any part of a highway.

25. REPAIRS

No person shall perform vehicle maintenance or repair work on a vehicle located upon a highway unless that work would normally be considered a minor emergency repair.

26. VEHICLE ON JACKS

26.1 Except for emergency situations, such as changing a flat tire or vehicle breakdown requiring immediate repair, no vehicle shall be parked on a highway if:

- a. the vehicle is on a jack or a similar device; or
- b. one (1) or more wheels have been removed from the vehicle or part of the vehicle is raised.

26.2 No vehicle on a jack or similar device, nor a vehicle which has one (1) or more wheels removed or is partially raised, shall be left unattended on a highway at any time.

27. TRAILER

27.1 No person shall park a trailer on any portion of a highway unless:

- a. the trailer is attached to a vehicle that is mechanically capable of, and properly equipped for, towing the trailer in a safe manner; and

- b. at a single location (or in proximity to that single location) for a period exceeding seventy-two (72) consecutive hours.

28. PROPANE-FUELED VEHICLES

No person shall park a propane-fueled vehicle in any underground parking facility or within an enclosed or partially enclosed structure used by the public for parking vehicles.

29. TAXI ZONE

29.1 No person shall stop or park a vehicle that is not a taxi in a marked taxi zone;

29.2 No operator of a taxi shall stop or park and leave a vehicle unattended for a period exceeding fifteen (15) minutes in any taxi zone.

ARTICLE IV – RESTRICTED VEHICLE OPERATIONS

30. ROAD BANS

30.1 Except while operating:

- a. a vehicle having a gross weight (all axle total) of five thousand (5,000 kg) kilograms or less;
- b. a school bus;
- c. a rubber tired farm tractor that is not pulling a trailer;
- d. a vehicle crossing a highway;
- e. a government vehicle, or a vehicle operated on behalf of a government authority, that is engaged in testing or construction/maintenance activities on the highway; or
- f. an over-weight vehicle that is the subject of a Permit or authorization allowing the over-weight vehicle's operator to operate that vehicle on a highway subject to a road ban,

no person shall operate a vehicle on any highway, or portion thereof, if the gross weight of any carrying axle of that vehicle exceeds the weight as determined by the percentage of axle weight prescribed on any traffic control device.

31. CLEARANCE OF STRUCTURES

No person shall ride, operate or cause or permit to be operated, any vehicle through or under any structure, when the vehicle's height exceeds the maximum clearance posted on a traffic control device for that structure

32. HORSE-DRAWN VEHICLE

32.1 No person shall operate or drive a horse-drawn vehicle within the Town except with the written permission of the CAO.

32.2 Upon demand, a person operating or driving a horse-drawn vehicle within the Town shall produce to a Peace Officer a copy of the permission document referenced in section 33.1.

33. MATERIALS ON HIGHWAY

33.1 No person shall place, cause or permit to be placed any snow, ice, refuse, debris or other material from their private property upon any portion of a sidewalk, roadway, highway, other public place within the Town, or private property other than their own.

33.2 No person shall wash a vehicle upon a roadway or so near a highway as to result in depositing refuse, or creating slush or ice upon a public sidewalk or roadway.

33.3 No person operating premises for the sale of new or used vehicles or for washing vehicles shall wash such vehicles so as to result in refuse, water, mud, slush or ice upon a public sidewalk or roadway

33.4 No person shall drive or permit to be driven or operated, any vehicle or equipment of any nature or kind in such a manner as to track refuse or other debris upon a highway. The operator of any vehicle or equipment, which does track refuse or other debris upon a highway, shall clean up any tracking, accidental or otherwise.

33.5 Any person who tracks refuse or other debris upon a highway shall, in addition to the penalty specified, be liable to clean up or remove the refuse or other debris tracked upon the highway.

33.6 The Town may, after the expiration of forty-eight (48) hours of the deposit of refuse or other debris on a highway, remove and clean away all refuse or other debris, as defined in this Bylaw, required to be removed pursuant to this section and charge the expenses thereof to the owner of the vehicle responsible for the tracking of the refuse or other debris.

34. ENGINE RETARDER BRAKES

No Person shall use engine retarder brakes within the Town limits.

35. FIRE HYDRANTS

- 35.1 No person may place or permit to be placed any snow, ice, advertising material, refuse or other debris onto any fire hydrant located on public or private property.
- 35.2 No person may damage or permit to be damaged, any fire hydrant by scraping, cutting or in any manner whatsoever, whether or not such Person is engaged in removing snow, ice, advertising material, refuse or other debris from any fire hydrant.
- 35.3 The provisions of Section 14.1 and 14.2 shall not apply to agents or employees of the Town in the performance of maintaining said fire hydrants.

36. SLOW MOVING VEHICLES

- 36.1 Unless permission to do so has been granted by the CAO, no person shall operate a slow moving vehicle:
 - a. on any roadway, from Monday to Friday (inclusive) between the hours:
 - i. seven o'clock am (07:00) and nine o'clock am (09:00); and
 - ii. three-thirty o'clock pm (15:30) and six o'clock pm (18:00); and
 - d. during nighttime hours unless the slow moving vehicle is accompanied by an escort vehicle following behind and employing the use of flashing lights.
- 36.2 The provisions of section 38.1 shall not apply to:
 - a. any vehicle owned by or under contract to the Town while actually engaged in street maintenance operations upon any highway;
 - b. any vehicle owned or under contract to the Town while travelling to any locations for the purpose of carrying out street maintenance operations of an emergency nature; or

- c. any vehicle used in connection with the servicing of public utilities including telephone, electricity, natural gas, cable and fibreoptic systems which such vehicle is actually engaged in maintenance or emergency operations on a highway.

37. TRACTION DEVICES

Unless permission to do so has been granted by the CAO, no person shall operate on a roadway a vehicle or trailer having a traction device projecting from a tire, or any part of the vehicle or trailer, such that the projecting traction device make contact with the roadway surface while the vehicle or trailer is moving.

38. TOW TRUCKS

- 38.1 No driver of a tow truck shall attend at the scene of a vehicle collision for the purpose of soliciting towing business from the owner or driver of a vehicle involved in that collision, unless previously requested to do so by the owner or driver of the vehicle involved in the collision or by a Peace Officer.
- 38.2 Every driver of a tow truck shall, before towing any vehicle from the scene of a collision, clear all debris from the highway.

39. USE OF ROAD ALLOWANCE

- 39.1 No person shall occupy or use a road allowance, public highway or a portion of a road allowance or highway when it is not required for public use, without first obtaining a License of Occupation from the CAO.
- 39.2 A License of Occupation may be terminated upon thirty (30) days written notice by either party.

ARTICLE V – RULES FOR PEDESTRIANS AND BICYCLISTS**40. GENERAL**

- 40.1 No pedestrian shall act in such a manner as to obstruct, interfere with or prevent the passage of vehicular or pedestrian traffic along a highway.
- 40.2 This section does not apply to person participating in or assembled to watch a parade for which a Permit has been issued pursuant to this Bylaw.
- 40.3 No person shall ice skate or toboggan upon any roadway, sidewalk or recreational pathway.

41. HITCHHIKING

No person shall hitchhike or stand upon or walk along a highway for the primary purpose of soliciting gratuitous transportation from operators of passing vehicles, excluding taxicabs.

42. BICYCLES

- 42.1 No person may leave any bicycle on any sidewalk, highway or attached to street furniture where it unduly impedes pedestrian traffic on sidewalks or impedes access to doorways.
- 42.2 No Person shall ride any bicycle where prohibited by a traffic control device.
- 42.3 Any bicycle found abandoned on any sidewalk, highway or attached to street furniture or bike rack, may be impounded by a Peace Officer.
- 42.4 An employee of the Town or a Peace Officer, while in the official course of performing their duties, shall be exempt from the restrictions imposed on the use of cycling within Town limits.
- 42.5 No person shall attach a bicycle to a tree, another living plant, fire hydrant or utility box located on a highway or public place.

43. BICYCLE OPERATIONS

- 43.1 Notwithstanding section 44.2, a person may operate a bicycle on a sidewalk.
- 43.2 Every person operating a bicycle on a sidewalk, recreational pathway or in a crosswalk shall:
- a. yield the right of way to pedestrians; or

- b. when passing a pedestrian, use the care and control required to ensure the safety of the pedestrian; and
- c. give an audible signal before overtaking a pedestrian, which signal shall be produced a reasonable time prior to overtaking, by voice, bell or other warning device, which is audible to the pedestrian.

43.3 No person shall operate a bicycle on a highway without wearing an approved helmet except for:

- a. a person for whom the wearing of a helmet would interfere with an essential religious practice of the person operating the bicycle; or
- b. a person who is in the possession of, and produces on request to a Peace Officer, a valid certificate issued by a medical practitioner certifying that the person is, for the period stated in the certificate, unable for medical reasons to wear an approved safety helmet.

43.4 No person shall permit a person under the age of twelve (12) years to use a bicycle on a highway without wearing an approved helmet specifically designed for such use, unless:

- a. the wearing of a helmet would interfere with an essential religious practice of the person using the bicycle; or
- b. that person is in the possession of, and produces on request to a Peace Officer, a valid certificate issued by a medical practitioner certifying that the person is, for the period stated in the certificate, unable for medical reasons to wear an approved helmet.

43.5 Every person operating a bicycle on a sidewalk or recreational pathway shall yield the right-of-way to any vehicle on a highway, which crosses a sidewalk or recreational pathway. This section does not relieve the operator of a vehicle from exercising due care.

43.5 Bicyclists using sidewalks, roadways and recreational pathways do so at their own risk.

44. IN-LINE SKATES/ROLLER SKATES/SKATEBOARDS/NON-MOTORIZED SCOOTERS

- 44.1 No person shall use in-line skates, roller skates, a skateboard or a non- motorized scooter on a sidewalk in a reckless manner or without yielding to other pedestrian traffic.
- 44.2 No person shall permit a person under the age of twelve (12) years to use in-line skates, roller skates, a skateboard or a non-motorized scooter on a highway without wearing an approved helmet specifically designed for such use, unless:
 - a. the wearing of a helmet would interfere with an essential religious practice of the person using the in-line skates, roller skates, skateboard or non-motorized scooter; or
 - b. that person is in the possession of, and produces on request to a Peace Officer, a valid certificate issued by a medical practitioner certifying that the person is, for the period stated in the certificate, unable for medical reasons to wear an approved helmet.
- 44.3 Every person roller skating, in-line skating or skateboarding on a sidewalk or recreational pathway shall yield the right-of-way to any vehicle on a highway, which crosses a sidewalk or recreational pathway. This section does not relieve the operator of a vehicle from exercising due care.
- 44.4 Every person roller skating, in-line skating or skateboarding, using sidewalks, roadways and recreational pathways do so at their own risk.

ARTICLE VI - PARADES / SPECIAL ROADWAY EVENTS / FUNERAL PROCESSIONS

45. PARADE/SPECIAL ROADWAY EVENT

- 45.1 No person shall cause to be held any parade or special roadway event without first obtaining the CAO's written permission.
- 45.2 Any person wishing to obtain permission to hold a parade or special roadway event shall, at least eight (8) weeks prior to the proposed event date, make application in writing to the CAO.
- 45.3 An application for permission to hold a parade or special roadway event shall include, in addition to any other information required by the CAO:
 - a. the name and address of the applicant (or if such applicant is an organization, the names, addresses and positions of the organization's executive);

- b. the nature and object of such parade or special roadway event;
- c. the day, date, and hours during which the parade or special roadway event will be held;
- d. the intended route;
- e. the approximate number of people and vehicles participating;
- f. proof of comprehensive general liability insurance of at least one million (\$1,000,000.00) dollars; and

such written application shall bear the signatures and addresses of the persons who will be in control of such parade or special roadway event and who undertake to be responsible for the good order and conduct thereof.

45.4 Any person referenced in an application form submitted in accordance with this section shall ensure that, where the CAO grants written permission to hold a parade or special roadway event, there is full compliance with all conditions imposed by the CAO, including, but not limited to, insurance and indemnity requirements.

45.5 During such parade or special roadway event all pedestrians not taking part therein shall be restricted to the use of the sidewalk area.

45.6 Notwithstanding the Act or anything in this Bylaw, any vehicle may enter an intersection without stopping if:

- a. the vehicle is part of an authorized parade;
- b. the vehicle is travelling immediately behind the vehicle in front of it so as to form a continuous line of traffic; and
- c. the passage into the intersection can be made safely.

46. FUNERAL PROCESSION

46.1 For the duration of a funeral procession, the operator of a lead vehicle must display, in a conspicuous fashion, a device, light or placard on the roof or inside of the lead vehicle.

- 46.2 Notwithstanding the Act or anything in this Bylaw, a vehicle in a funeral procession may enter an intersection without stopping when normally required if:
- a. it is the lead vehicle employing the use of the a device, light or placard referred to in section 48.1;
 - b. the vehicle is not the lead vehicle and it is traveling immediately behind another vehicle that is also part of the funeral procession so as to form part of a continuous line of traffic;
 - c. the vehicle's headlamps are alight; and
 - d. the passage into the intersection can be made in safety.

ARTICLE VII - OBSTRUCTIONS

47. GENERAL

- 47.1 No person shall make, place, allow or cause to be placed an obstruction of any kind in, upon or above any highway or public place of the Town except with the CAO's written permission.
- 47.2 Every person making or placing an obstruction of any kind, in, upon or above any of the highways of the Town shall produce the permission granted pursuant to section 47.1 for inspection upon the request of a Peace Officer or a representative of the Town.
- 47.3 Notwithstanding section 47.1, where the obstruction is unavoidable due to mechanical failure of a vehicle or motor vehicle collision, the operator shall not be in breach of this section, provided he/she promptly takes measures to remove such vehicle from the highway.
- 47.4 In addition to being subject to any other enforcement action, a person who violates section 49.1 shall cause the immediate removal or rectification of the obstruction upon being notified to do so by the Town.
- 47.5 If a person fails to remove or rectify the obstruction as required under section 47.4, the Town may cause the removal or rectification of the obstruction.
- 47.6 Notwithstanding the foregoing sections, if the CAO determines that an obstruction creates an unsafe condition, the Town may immediately remove or rectify the obstruction as the CAO deems appropriate.

47.7 Any costs incurred by the Town while acting in accordance with the foregoing sections are debts owing to the Town by the person placing or causing the obstruction.

47.8 Nothing in this section shall be construed as prohibiting the congregating or assembling of individuals to attend public events so long as the proceedings are:

- a. peaceable and orderly;
- b. compliant with Town Bylaws and Policies; and

so long as sufficient space is left on the highway to allow free movement of the ordinary vehicular and pedestrian traffic.

47.9 Should any highway at or near such assembly become so obstructed as to obstruct or impede such ordinary traffic, the person obstructing or impeding shall forthwith move away upon being requested to do so by a Peace Officer or by any other person duly authorized.

48. CONSTRUCTION ON HIGHWAY

48.1 No person shall, unless having first obtained permission from the CAO, perform construction or maintenance work upon any highway if the work involves:

- a. excavation of roadways, sidewalks or boulevards;
- b. non-excavation work that interferes with traffic flows on arterial roadways during the hours of six o'clock am (06:00) through nine o'clock am (09:00) or three-thirty o'clock pm (15:30) and six o'clock pm (18:00).

49. HOARDINGS

49.1 No person shall place any covered way, fence, railing, boarding, barricade, guard, timber buffer, temporary walkway, or any other structures, materials or equipment (hereinafter referred to as hoarding) upon a highway without first obtaining the written approval of the CAO for the location of the hoarding on the highway.

49.2 No person shall erect a hoarding unless a hoarding agreement has been entered into with the Town including approval to place the hoarding.

50. SWING GATE

No owner or occupant of any premises shall allow a gate of such premises to swing or project over a highway.

51. SHRUBS AT INTERSECTIONS

- 51.1 No person shall allow trees, hedges or shrubs on private property, whether planted before or after the date of the passing of this Bylaw, to grow to such a height or width that visibility for safe traffic flow is thereby interfered with.
- 51.2 The CAO may require compliance with the provisions of section 53.1 within seventy-two (72) hours of the owner of the premises being notified to do so. If the person fails to comply with such notice, the CAO may direct employees or agents of the Town to enter upon the private property to carry out the necessary work and may recover the cost of doing so from the owner or occupier of the said property.

52. FENCES AT INTERSECTIONS

- 52.1 No person shall erect or cause to be erected, built, or placed, a fence, wall or other structure on private property within five (5 m) metres of a highway intersection so that visibility for safe traffic flow is thereby interfered with.
- 52.2 No person shall continue the existence of a fence, wall or other structure on private property within five (5 m) metres of an intersection, which interferes with the visibility for safe traffic flow.
- 52.3 Every owner or occupant of private property who erects, builds, places or continues the existence of a fence, wall, or other structure on said property contrary to this section shall cause the removal or reduction in height of the said fence, wall or other structure within ten (10) days after being notified to do so by the CAO. After the expiration of the said ten (10) days, the CAO may cause the removal or reduction in height and such work shall be at the expense of the owner or occupant of the said property.

53. SECURED/DETACHED LOADS OR MATERIALS

- 53.1 No person shall operate a vehicle carrying a load or pulling a trailer carrying a load unless the load is:
- a. covered entirely by a tarpaulin or other covering device; or
 - b. where more appropriate, secured in such a manner as to prevent it from shifting or falling onto a highway or adjacent land.

53.2 No person shall permit or cause:

- a. any part of a vehicle, trailer or its respective load; or
- b. a vehicle's engine or mechanical fluids,

to spill or become loose such that the referenced parts, load or fluids fall onto a highway or land adjacent thereto.

53.3 If any part of a vehicle or trailer or its respective load or mechanical fluid becomes loose or detached, or blows, drops, falls or spills onto a highway, the operator of the vehicle or trailer shall forthwith take all reasonable precautions to safeguard traffic and to remove such materials from the highway immediately upon discovering or being notified of the same.

53.4 If an operator fails to remove the material from the highway as required under section 55.3, the Town may cause that removal.

53.5 Notwithstanding section 55.4, if the CAO determines that the detached, spilled or dropped material creates an unsafe highway condition, the Town may immediately remove the material from the highway as the CAO deems appropriate.

53.6 Any cost incurred by the Town while acting in accordance with sections 55.4 or 55.5 is a debt owing to the Town by the person contravening section 55.3 or the owner of the vehicle or trailer.

53.7 This section shall not apply as a consequence of a person acting in accordance with valid written permission granted by the Town, but only with respect to that portion of highway being repaired or constructed.

54. INDUSTRIAL WASTE CONTAINER PLACEMENT

54.1 No person shall place an industrial waste container upon a highway in the Town unless:

- a. permission has first been obtained from the CAO approving such placement;
- b. the container is marked with white or yellow high intensity reflective sheeting for use on traffic control signs, placed mid-height to the following minimum requirements:

- i. a zero-point-three (0.3 m) metre by zero-point-three (0.3 m) metre piece of sheeting wrapped around each of the four (4) corners such that there is a zero-point-three (0.3 m) metre by zero-point-one-five (0.15 m) metre surface on both sides of the corner; or
 - ii. a zero-point-one-five (0.15 m) metre horizontal band at each end of the container with a zero-point-one-five (0.15 m) metre wrap around each corner.
 - c. a red and white zero-point-zero-five (0.05 m) metre-wide diamond grade truck marking tape may be used in a similar fashion to cover the same lengths described in subsection 5.6.1(b) above, as an alternative to the zero-point-one-five (0.15 m) metre-wide yellow or white sheeting.
- 54.2 The name and telephone number of the owner of the container shall be displayed on the two (2) sides of the container facing the flow of traffic in lettering not smaller than five (5 cm) centimeters high.
- 54.3 The owner of the container shall maintain in respect of the container, public liability insurance in an amount determined by the Town.

ARTICLE VIII - AUTHORITY OF THE CAO

55. GENERAL

- 55.1 In addition to acting in accordance with the authority held by his or her office, and authority specifically granted elsewhere in this Bylaw, the CAO may:
- a. upon the passing of a Bylaw by Council to designate speed on a highway or portion of a highway, other than set out within this Bylaw, cause traffic control devices to be placed to give effect;
 - b. upon the passing of a Bylaw by Council to approve a highway or a portion of a highway to be designated for one-way traffic, cause traffic control devices to be placed to give effect to the restriction to one way traffic as approved;
 - c. restrict vehicle access along a roadway where, in the CAO's opinion, the volume, speed or nature of traffic thereon is inconsistent with the intended safety and convenience of the roadway provided that existing vehicle access to properties adjacent to the roadway is not entirely terminated;

- d. designate any intersection or other place on a roadway as a place where left or right-hand turns shall be restricted, prohibited or mandatory;
- e. designate any intersection or place on a roadway as a place where U-turns are prohibited;
- f. divide a roadway into multiple traffic lanes of such numbers as he/she considers proper;
- g. designate crosswalks;
- h. designate school zones, playground zones;
- i. designate construction zones;
- j. designate passenger vehicle loading and unloading zones;
- k. designate no parking areas and distances from any intersection within which no parking is permitted;
- l. declare temporary roadway closures at any time that a construction or maintenance project on or adjacent to the roadway may create a hazard;
- m. set speed limits on roadways that are restricted for use during parades or special roadway events, or roadways that are under construction or repair, or in a state of disrepair;
- n. designate portions of a roadway where parking is prohibited, restricted to special classes of vehicles, or limited to a period of time;
- o. restrict vehicle weight or vehicle and carried load weight on roadways;
- p. prohibit or restrict movement of vehicles from a private driveway onto a roadway or from a roadway onto a private driveway;
- q. designate locations on roadways where the use of bicycles is prohibited and provide reasonable alternative routes;
- r. designate portions of highways within the Town for use of bicycles only and regulate the movement of bicycles upon the portion of such designated highway.

55.2 Where appropriate, actions taken in accordance with subsection (1) shall be marked by the conspicuous placement of traffic control devices.

- 55.3 The CAO shall implement the fees to be charged for each Permit, sticker or special permission issued under this Bylaw, as approved by Council.

56. TRAFFIC CONTROL DEVICES

- 56.1 The CAO shall prescribe the location of traffic control devices.
- 56.2 The Town shall maintain an accessible public record of all traffic control devices authorized by the CAO pursuant to this section.
- 56.3 All persons owning or operating Vehicles shall comply with all traffic control devices authorized under this Bylaw.

57. PERMITS

- 57.1 Subject to the terms and conditions required by the Bylaw, the CAO is hereby authorized to set the terms and conditions for each Permit, sticker or special permission required under this Bylaw.
- 57.2 Upon request by an applicant or Permit holder, and when it is decided by the CAO that extenuating circumstances exist, the CAO is hereby authorized to waive or alter any term of an agreement, permission or Permit required by this Bylaw.

58. REVOKING PERMITS

- 58.1 The CAO may, in writing, alter, suspend or revoke permission or a Permit issued in accordance with this Bylaw if it is determined that:
- a. the Permit was issued in error;
 - b. the Permit was issued based on incorrect information supplied to the Town;
 - c. the Permit issued is in violation of any other Bylaw or resolution; or
 - d. circumstances exist whereby the CAO, acting reasonably, determines that the Permit should be altered, suspended or revoked.
- 58.2 In suspending or revoking the Permit, or permission, the CAO may require that the highway be made passable to the satisfaction of the Town.
- 58.3 In addition to the specified penalty, all work being performed without permission or a Permit shall be stopped immediately and the person performing the work shall be liable for costs incurred in making the highway passable.

59. DELEGATION OF AUTHORITY

The CAO may delegate his or her authority under this Bylaw to another employee of the Town as he or she deems fit.

ARTICLE IX - ENFORCEMENT**60. AUTHORITY TO ENFORCE**

Any Peace Officer is hereby authorized to enforce this Bylaw.

61. TEMPORARY NOTICES/MARKINGS

A Peace Officer may, in enforcing this Bylaw, place temporary and removable markings or notices on any vehicle or trailer being investigated in relation to a contravention of this Bylaw.

62. REMOVAL AND IMPOUNDMENT OF VEHICLE

62.1 A Peace Officer may cause to be removed and/or impounded any vehicle that is in contravention of a provision of this Bylaw.

62.2 Notwithstanding that the vehicle may be parked in compliance with this Bylaw, a Peace Officer may cause to be removed and/or impounded any vehicle parked on a highway where emergency conditions require the vehicle's removal from the highway.

62.3 A Peace Officer shall notify the owner of a vehicle in the event of the vehicle's removal in accordance with section 64.1 or 64.2.

62.4 Any vehicle removed under section 64.1 or 64.2 shall be delivered to an impound facility designated by the CAO, where it will remain impounded until claimed by the owner or his/her authorized agent, or in accordance with applicable provincial laws.

62.5 The owner or authorized agent of any vehicle removed as a result of a contravention of this Bylaw shall pay to the Town all storage and removal charges. Such charges shall be in addition to any fine or penalty imposed in respect of any such contravention.

62.6 In the event that an owner of a vehicle does not claim such vehicle, the storage and removal charges may be collected pursuant to the provisions of the Act.

63. OFFENCES AND VIOLATION

63.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable to:

- a. payment of the penalty as set out in Schedule "B" hereto; or
- b. for any offence for which there is no penalty specified, to a penalty of not less than one hundred (\$100.00) dollars and not more than ten thousand (\$10,000.00) dollars;

and in default of payment of any penalty, to imprisonment for up to six (6) months.

- 63.2
- a. Where a Peace Officer has reasonable grounds to believe that any person has committed a breach or contravention of any provision of this Bylaw the Peace Officer may issue such persons a Violation Tag in accordance with the provisions of this Bylaw or a Violation Ticket in accordance with the *Provincial Offences Procedure Act*, R.S.A. 2000, Chapter P-34, and the regulations thereunder.
 - b. In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which the offence continues and any person guilty of such an offence is liable to a fine in an amount not less than that established by the Bylaw for each such day.
 - c. For the purposes of this Bylaw, an act or omission by an employee or agent of a person is deemed also to be an act or omission of the person if the act or omission occurred in the course of the employee's employment with the person, or in the course of the agent's exercising the powers of performing the duties on behalf of the person under their agency relationship.
 - d. When a corporation commits an offense under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offense or assented to or acquiesced or participated in the act or omission that constitutes the offense is guilty of the offense whether or not the corporation has been prosecuted for the offense.
 - e. If a partner in a partnership is guilty of an offense under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offense or assented to or acquiesced or participated in the act or omission that constitutes the offense is guilty of the offense.

- f. The Violation Ticket or Violation Tag must specify the date of the offense, the time of the offense, the place where the offense occurred, the Section of the Bylaw which was contravened and the time within which the penalty must be paid. If a Violation Tag is issued in respect of an offense, the Violation Tag must also specify the fine amount established by this Bylaw for the offense.
- g. A person authorized to issue a Violation Ticket or Violation Tag as provided herein is not required to issue a Violation Tag if, in his or her sole discretion, it seems expedient to him or her to issue a Violation Ticket prosecuting the offense instead of issuing a Violation Ticket or Violation Tag.

64. SERVICE OF A VIOLATION TICKET OR BYLAW VIOLATION TAG

- 64.1 A Violation Tag or Violation Ticket shall be deemed to be sufficiently served when it is:
- a. served personally on the accused;
 - b. mailed to the address of the registered owner of the vehicle concerned or to the person concerned; or
 - c. attached to or left upon the vehicle allegedly involved in the offense.

65. PAYMENT

Upon production of any Violation Ticket or Violation Tag within fourteen (14) days from the date of service of such notice, together with the payment of the sum specified in the attached Schedule "B" adopted by Town Council, to a person authorized by the Town to receive such payment, an official receipt for such payment shall be issued, and subject to the provisions of this section, such payment shall be accepted in lieu of prosecution.

66. PENALTIES

- 66.1 The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in the attached Schedule "B" in respect of that provision.
- 66.2 The levying and payment of any fine or the imprisonment for any period provided in this Bylaw shall not relieve a person from the necessity of paying any fees, charges or costs from which he is liable under the provisions of this Bylaw.

67. INTERPRETATION

- 67.1 Words used in the singular include the plural and vice-versa.
- 67.2 When a word is used in the masculine or feminine it will refer to either gender.
- 67.3 Words used in the present tense include the other tenses and derivative forms.
- 67.4 A second or third offence means one or more subsequent offences committed by a person within one year after that person has been convicted of the same offence or has voluntarily paid a fine for the same offence.

68. SEVERABILITY

If any provision of this Bylaw is held be invalid by a court of competent jurisdiction, that decision will not affect the validity of the remaining provisions of the Bylaw.

AND THAT this Bylaw shall rescind Bylaw No. 2000-09 and Bylaw No. _____ of the Town of Drayton Valley, and shall have force and come into effect from and after the date of third reading thereof.

Read a first time this _____ day of _____, 2016, A. D.

Read a second time this _____ day of _____, 2016, A. D.

Read a third and final time this _____ day of _____, 2016, A. D.

MAYOR

CAO

SCHEDULE "B"
FINES AND PENALTIES

Section	Violation	Penalty
5.1	Operate a vehicle off a roadway	\$100.00
5.2	Drive or park a vehicle across a sidewalk or boulevard	\$100.00
6.1	Take down, interfere with, remove, deface or damage a traffic control device, barricade, notice, mark, flashing warning light or other street furniture	\$200.00
6.2	Place any traffic control device, sign, street furniture or other obstacle on a highway	\$200.00
8.1	Operating a vehicle in excess of the speed limit	In accordance with <i>Traffic Safety Act</i>
11.1	Fail to park within marked space	\$100.00
11.2	Park in prohibited area	\$100.00
11.3	Stop in prohibited area	\$100.00
11.4 (except as noted)	Park or stop when prohibited	\$100.00
11.4(c)	Park on a crosswalk	\$200.00
11.4(d)	Park blocking emergency exit	\$200.00
11.4(e)	Park in Fire Lane	\$200.00
11.4(h)	Park obstructing entrance to Fire Hall, Police Station, Ambulance Station or Hospital	\$200.00
11.4(k)	Park within 5 meters of a Fire Hydrant	\$200.00
12.	Improper parallel parking	\$100.00
13.	Improper angle parking	\$100.00
14.1	Park in an alley in excess of allowed time	\$100.00
14.2	Park so as to obstruct an alley	\$100.00
15.2	Park in a disabled person's parking spot without displaying placard or license plate	\$200.00
16.	Park in excess of permitted time or outside of permitted hours	\$100.00
17.	Park in excess of time permitted for loading/unloading of passengers	\$100.00
18.	Park on Town lands without permit	\$100.00
19.1	School bus parked in residential district other than for loading/unloading passengers	\$100.00
20.3 & 20.4	Park in contravention of a temporary "no parking" or "street maintenance" sign	\$100.00
21.1	Park in contravention of a seasonal parking ban	\$100.00
22.1	Park RV on a highway not adjoining RV owner's residence	\$100.00
22.2	Park RV in excess of 72 hours; not remove RV from location for 48 hours	\$100.00
22.3	Occupy RV on a highway	\$100.00
22.4	Park RV on highway unattached to vehicle	\$100.00
23.	Park vehicle in excess of 72 hours	\$100.00
24.	Park inoperable vehicle on highway	\$100.00
25.	Perform non-emergency vehicle maintenance or repairs on a highway	\$100.00

26.	Park and leave unattended a vehicle on a highway on jack, one or more wheel(s) removed or part of vehicle raised	\$100.00
27.	Park unattached trailer on highway or in excess of 72 hours	\$100.00
28.	Park propane-fueled vehicle in underground or enclosed/partially enclosed public parking structure	\$100.00
29.1	Park or stop a vehicle that is not a taxi in a taxi zone	\$100.00
29.2	Park or stop a taxi unattended in excess of 15 minutes in a taxi zone	\$100.00
30.	Operating a vehicle in contravention of a road ban	\$750.00
31.	Exceed height restrictions	\$250.00
32.1	Operate horse-drawn vehicle without written permission	\$100.00
32.2	Horse-drawn vehicle fail to produce permission document	\$100.00
33.1 & 33.3	Place or cause snow, ice, refuse, debris or other material to be on sidewalk, etc.	\$100.00
33.2	Wash vehicle on or near highway	\$100.00
33.4	Track refuse or debris upon highway; fail to clean refuse or debris	\$100.00
34.	Use engine retarder breaks	\$100.00
35.1	Place snow, ice, advertising material, refuse or other debris on fire hydrant	\$100.00
35.2	Damage a fire hydrant	\$200.00
36.1 a.	Operate a slow moving vehicle during prohibited hours without permission	\$100.00
36.1 b.	Operate a slow moving vehicle at nighttime without permission or escort vehicle	\$100.00
37.	Use traction devices without permission	\$150.00
38.1	Tow truck driver soliciting at site of a collision	\$100.00
38.2	Fail to clear all debris from collision site	\$100.00
39.1	Occupy or use road allowance, highway without License of Occupation	\$100.00
40.1	Pedestrian obstructing vehicular or pedestrian traffic	\$100.00
40.3	Ice skate or toboggan on a roadway, sidewalk or pathway	\$100.00
41.	Hitchhike or solicit gratuitous transportation	\$100.00
42.1	Leave a bicycle on a sidewalk, highway or street furniture where it impedes traffic or access	\$50.00
42.2	Ride a bicycle where prohibited	\$50.00
42.5	Attach bicycle to tree, plant, fire hydrant or utility box	\$50.00
43.2	Fail to yield bicycle to pedestrian, use care when passing a pedestrian, or give audible signal	\$50.00
43.3	Fail to wear an approved helmet	\$75.00
43.4	Permit a person under 12 years to use bicycle without an approved helmet	\$75.00
43.5	Fail to yield bicycle to vehicle	\$50.00
44.1	Operate in-line skates, roller skates, skateboard or non-motorized scooter in a reckless manner or fail to yield to pedestrian	\$50.00
44.2	Permit a person under 12 years to use in-line skates, roller skates, skateboard or non-motorized scooter without an approved helmet	\$75.00
44.3	Fail to yield in-line skates, roller skates, skateboard or non-motorized scooter to vehicle	\$50.00
45.1	Hold parade or special roadway event without permission	\$100.00

45.4	Fail to comply with conditions of permission to hold parade or special roadway event	\$200.00
46.1	Fail to display a device, light or placard for funeral procession	\$100.00
47.1	Obstruct highway without permission	\$100.00
47.2	Fail to produce permit for obstruction	\$150.00
47.3, 47.4 & 47.5	Fail to promptly remove obstruction	\$200.00
47.11	Fail to disburse a congregation or assembly obstructing a highway	\$100.00
48.1	Perform construction or maintenance on a highway without permission	\$150.00
49.1	Place hoarding on a highway without written permission	\$100.00
49.2	Place hoarding without an agreement with the Town	\$150.00
50.	Allow gate to swing or project over a highway	\$100.00
51.1	Allow tree, hedge or shrub to interfere with traffic	\$100.00
51.2	Fail to remove tree, hedge or shrub causing interference with traffic	\$100.00
52.1 & 52.2	Erect or allow fence, wall or structure within 5 metres of an intersection causing interference with traffic	\$100.00
52.3	Fail to remove fence, wall or structure causing interference with traffic	\$100.00
53.1	Fail to cover or secure a load	\$100.00
53.2	Allow vehicle, load, engine or fluids to fall onto a highway	\$150.00
53.3 & 53.4	Fail to safeguard traffic and remove dropped material	\$200.00
54.1 a.	Place an industrial waste container on a highway without permission	\$100.00
54.1 b. & c.	Fail to properly mark industrial waste container	\$100.00
54.2	Fail to display company name and telephone number	\$100.00
54.3	Fail to maintain public liability insurance	\$100.00
56.3	Fail to comply with Traffic Control Device	

1577361; April 14, 2016



BYLAW NO. 2015/15/T

Name of Bylaw: Heavy Vehicle Bylaw

WHEREAS the *Traffic Safety Act*, R.S.A. 2000, Chapter T-6 and amendments thereto, provides that a municipality may make bylaws to regulate, manage and control vehicle, animal and pedestrian traffic within the municipality;

AND WHEREAS the *Municipal Government Act*, R.S.A. 2000, and amendments thereto, gives a municipality certain powers with respect to highways within the municipality;

NOW THEREFORE, the Council of the Town of Drayton Valley, duly assembled, hereby enacts as follows:

1. TITLE

This Bylaw may be cited as the “Heavy Vehicle Bylaw” of the Town of Drayton Valley.

2. PURPOSE

The purpose of this Bylaw is to regulate and control the use of highways within the Town by heavy vehicles.

3. DEFINITIONS

In this Bylaw, including this section, unless the context otherwise requires:

- 3.1 *Act* means the *Traffic Safety Act*, R.S.A. 2000, Chapter T-6 and any amendments made to it from time to time;
- 3.2 *alley* means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land;

- 3.3 *boulevard* means, that part of a highway that:
- a. is not roadway, and
 - b. is that part of a sidewalk or walkway that is not specifically adapted to the use of, or ordinarily used by, pedestrians;
- 3.4 *bus* means a motor vehicle
- a. that is designed for carrying eleven (11) or more persons, including the person driving the vehicle, and
 - b. that is used, or intended to be used, for the transportation of persons;
- 3.5 *CAO* means the Town of Drayton Valley Chief Administrative Officer, who may also be referred to as the Town Manager;
- 3.6 *Certificate Weight (CW)* shall mean the gross weight of all axles for which a vehicle is, or could be, registered as the maximum allowable weight for the various configurations as defined in the Act as amended from time to time;
- 3.7 *commercial vehicle* shall bear the definition ascribed to it by the Act and amendments thereto;
- 3.8 *Council* means the Municipal Council for the Town of Drayton Valley;
- 3.9 *gross weight* means:
- a. in respect of a single axle of a vehicle, the total weight that a single axle transmits to the highway;
 - b. in respect of an axle group of a vehicle, the sum of the weights transmitted to the highway by all of the axles within the axle group; and
 - c. in respect of all of the axles of a vehicle, the sum of the weights transmitted to the highway by all of the axles of a public vehicle;

- 3.10 *heavy vehicle* means a vehicle, with or without a trailer attached, that has a certificate weight or registered weight or maximum weight of more than seven thousand five hundred (7,500 kg) kilograms (sixteen thousand five hundred (16,500 lbs.) pounds) or exceeds ten (10) meters (thirty-two (32') feet) in length, but does not include recreational vehicles used or passenger vehicles for non-commercial use;
- 3.11 *heavy vehicle route* means a highway so designated in Schedule "A" attached hereto, and forming part of this Bylaw;
- 3.12 *highway* means any thoroughfare, street, road, trail, avenue, parkway, viaduct, lane, alley, square, bridge, causeway, trestle-way or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and includes:
- a. a sidewalk (including a boulevard portion thereof);
 - b. where a ditch lies adjacent to and parallel with the roadway, the ditch; and
 - c. where a highway right-of-way is contained between a property line and one side of the roadway, all land between the property line and the edge of the roadway, as the case may be, but does not include a place declared by the Lieutenant Governor in Council not to be a highway;
- but does not include a place declared by regulation passed pursuant to the Act not to be a highway;
- 3.13 *intersection* means the area embraced within the prolongation or connection of:
- a. the lateral curb lines, or if none; and
 - b. the exterior edges of the roadways,
- of two (2) or more highways, which join one another at an angle whether or not one highway crosses the other;
- 3.14 *loading and unloading* means the packing or unpacking of product, merchandise or people from a vehicle stopped for a period of time as may be indicated by a traffic control device;

- 3.15 *maximum allowable weight* means the weight that may be borne by a single axle, an axle group or all of the axles of a vehicle as established by the Commercial Vehicle Weight Regulations of the Act;
- 3.16 *operate or operating* means to drive, or be in actual physical control of, a vehicle;
- 3.17 *operator* means a person who drives a vehicle or operates equipment as the owner;
- 3.18 *owner* means the person named as the registered owner of the vehicle and includes any person renting a vehicle or having the exclusive use of a vehicle under a lease that has a term of more than thirty (30) days or otherwise having the exclusive use of a vehicle for a period of more than thirty (30) days;
- 3.19 *park* means to allow a vehicle (whether occupied or not) to remain standing in one place, except:
- a. when standing temporarily for the purpose of, and while actually engaged in, loading or unloading passengers or goods; or
 - b. when standing in obedience to a Peace Officer or traffic control device;
- 3.20 *Peace Officer* means a person appointed as a Peace Officer pursuant to section 7 of the *Peace Officer Act*, S.A. 2006, Chapter P-35, and also includes but is not limited to a Police Officer, Royal Canadian Mounted Police Officer, Special Constable, Bylaw Enforcement Officer, or a person designated by Council to enforce the provisions of this Bylaw;
- 3.21 *permit* means a permit issued by the CAO pursuant to this Bylaw.
- 3.22 *person* includes a corporation, partnership, or individual, and the heirs, executors, administrators or other legal representative of an individual, joint venture, proprietorship, association, or society;
- 3.23 *public place* means any highway, parkland, public bridge, road, lane, footway, square, court, alley, or passage, whether a thoroughfare or not, and includes any open space to which the public may have or are permitted to have access whether on payment or otherwise, that is owned by the Town;

- 3.24 *road ban* means a restriction on the maximum allowable weight of a commercial vehicle that may use a highway;
- 3.25 *roadway* means that part of a highway intended for use by vehicular traffic, and for the purposes of this Bylaw, means roadways within the Town;
- 3.26 *time* as referred to in this Bylaw, shall mean either Mountain Standard Time or Mountain Daylight Savings Time, whichever is proclaimed to be in effect by the Province of Alberta;
- 3.27 *Town* means the municipal corporation of the Town of Drayton Valley;
- 3.28 *traffic control device* means any sign, signal, marking or device placed, marked or erected under the authority of the Act or this bylaw for the purpose of regulating, warning or guiding traffic;
- 3.29 *trailer* means a vehicle so designed that it:
 - a. may be attached to or drawn by a motor vehicle or tractor;
 - b. is intended to transport property or persons; and
 - c. includes any vehicle defined by regulation as a trailer, but
 - d. does not include machinery or equipment used in the construction or maintenance of highways;
- 3.30 *vehicle* means a device in, upon, or by which a person or thing may be transported or drawn upon a highway and includes a combination of vehicles but does not include a mobility aid;
- 3.31 *Violation Tag* means a tag or similar document issued by the Town for the purpose of notifying a person that an offence has been committed for which a prosecution may follow;
- 3.32 *Violation Ticket* means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedure Act*, RSA 2000, chapter P-34.

4. APPLICATION AND OVERARCHING AUTHORITY

- 4.1 This Bylaw applies to municipal property and highways under the direction, control and management of the Town and nothing in this Bylaw authorizes, or in any way affects, the operation of a vehicle on any provincial highway.
- 4.2 Nothing in this Bylaw relieves any person from complying with any provision of any federal or provincial legislation affecting vehicles, including without restriction, the Act and all applicable regulations thereunder.
- 4.3 Notwithstanding anything in this Bylaw, no person shall act in contravention of:
 - a. the directions of a Peace Officer acting in the course of his or her employment duties; or
 - b. in the absence of circumstances set out under subsection 4.3(a), a traffic control device placed by or under the direction of the Town.
- 4.4 No Person other than a Peace Officer shall attempt to direct or regulate traffic or place anything resembling a traffic control device other than with the permission or delegation of, and in accordance with any conditions imposed by, the CAO.

5. HEAVY VEHICLE ROUTE

- 5.1 No person shall operate or park a heavy vehicle on a highway other than a highway specified in Schedule "A" attached hereto, without first obtaining a permit to do so from the CAO.
- 5.2 No person shall park a heavy vehicle for more than one hundred and twenty (120) minutes on any highway within the Town, and at no time shall a heavy vehicle be parked within five (5 m) meters (sixteen (16') feet) of a driveway or intersection.

6. **EXEMPTIONS**

- 6.1 The following shall not be deemed to be in contravention of Section 5 if the heavy vehicle was being operated on the most direct and practicable route between the premises or location concerned and the nearest heavy vehicle route for the purpose of:
- a. delivering or collecting goods or merchandise to or from, or providing services at, the premises of bona fide customers or businesses;
 - b. moving a building for which the necessary moving permit has been issued by the Town;
 - c. towing a disabled vehicle from a prohibited highway to a heavy vehicle route and beyond, by way of the nearest heavy vehicle route; or
 - d. in the case of a vehicle which has broken down and the operator has been unable to have it towed or repaired, despite legitimate efforts to do so, within one hundred and twenty (120) minute timeframe noted in Section 5.
- 6.2 A Person driving a bus shall not be deemed to be in contravention of Section 5 if the bus is in the process of transporting, loading or unloading passengers or a permit has been issued under Section 5.1 to allow highway travel.
- 6.3 Persons that have more than one delivery, collection or service in the same area may make all deliveries, collections or services within that area before proceeding by the most direct and practical route to the nearest heavy vehicle route. In this Section, an "area" is defined as one that is bordered on all sides by one or more of the following:
- a. heavy vehicle routes,
 - b. dangerous goods routes,
 - c. Town boundary.
- 6.4 Nothing in this Section shall be deemed to exempt any person from the provision of Section 4 inclusive of this Bylaw.

7. OVER-WEIGHT AND OVER-DIMENSIONAL PERMITS

No person shall operate, or permit to be operated, within the Town a vehicle in excess of the maximum allowable weight or dimension limits established by the Act, without first obtaining a permit to do so from the CAO.

8. OFF-ROUTE / OVER-WEIGHT PERMITS

- 8.1 A person applying for a permit to operate a vehicle that has a maximum allowable weight that exceeds seven thousand five hundred (7,500 kg) kilograms but does not exceed the allowable gross weight for the type of vehicle, or a vehicle that exceeds ten (10 m) metres in length, other than on a heavy truck route, shall pay to the Town the amount specified in the Town's annual Fee Schedule.
- 8.2 An applicant may be issued an open permit for any number of trips or for such a period of time as the CAO deems advisable. The CAO may issue the permit with any restrictions or conditions he/she deems appropriate, or the CAO may refuse the permit for any reason. A person to whom a permit is issued shall comply with the restrictions or conditions imposed on the permit.
- 8.3 Any person required to obtain a permit pursuant to this section, may obtain such permit by providing the information required for the permit to the CAO by telephone, fax or electronic mail, providing that the applicant has previously signed an agreement to pay all damage caused to the highway, or any works made or done over, upon or under the same, as a result of operations and conveyance or movement of the vehicle or machinery.
- 8.4 Any permit issued pursuant to this part, a copy of same, or bona fide permit number must be in possession of the operator of the said vehicle and such permit, copy of same, or bona fide number shall be produced to a Peace Officer on demand.

9. WEIGHT DISPUTE

In the case of any dispute arising as to the weight of any vehicle, the certificate weight is deemed to be the actual weight of the vehicle, or, where practical, the vehicle shall be weighed upon a certified scale, and the certificate of the person weighing the vehicle shall be deemed conclusive.

10. TEMPORARY LOAD LIMITS (ROAD BANS)

- 10.1 The CAO is hereby authorized in case of unfavourable road conditions to impose road bans upon Town highways and to lift road bans when appropriate.
- 10.2 When a road ban is imposed the CAO shall post traffic control devices along the highway to provide notice of the road ban.
- 10.3 No person shall operate or park a vehicle on a highway in contravention of prohibitions stated on a traffic control device placed to give notice of the road ban.

11. MOVE BUILDING

- 11.1 No person shall use any highway of the Town to move a building or part of a building from:
 - a. one site to another within the Town,
 - b. a site outside of the Town to a site within the Town, or
 - c. a site within the Town to one outside the Town,

until the owner of such building or the owner of the moving company has obtained a moving permit granted by the CAO. For the purposes of this section, a building is as defined in the *Alberta Building Code*.
- 11.2 Such moving permit, a copy of same, or a bona fide permit number, must be in the possession of the operator of a vehicle used for moving a building or part of a building and shall be produced to a Peace Officer on demand.
- 11.3 The person wishing to move a building or over-dimensional load shall ensure there are sufficient pilot vehicles to escort the move in safety.
- 11.4 In the event any municipal services, including but not limited to police service, Public Works, Bylaw Enforcement or Fire Department, are required to assist with the move, the person responsible for the move shall pay to the Town the amount specified in the Town's annual Fee Schedule.

12. PERMITTED HEAVY VEHICLE PARKING

Parking of a heavy vehicle is allowed on lands zoned to a commercial or industrial land use district that is located on a heavy vehicle route within the Town, in accordance with the Town's Land Use Bylaw. Any other parking of heavy vehicles on lots constitutes an offence under this Bylaw.

13. VIOLATION OF PERMIT CONDITIONS

Any person who violates the provisions contained in the permit issued under this Bylaw is guilty of an offence.

14. REVOKING PERMITS

14.1 The CAO may, in writing, alter, suspend or revoke a permit issued by his or her office in accordance with this Bylaw if it is determined that:

- a. the permit was issued in error;
- b. the permit was issued based on incorrect information supplied to the Town;
- c. the permit issued is in violation of this or any other Bylaw or resolution; or
- d. circumstances exist whereby the CAO, acting reasonably, determines that the permit should be altered, suspended or revoked.

14.2 In suspending or revoking the permit, the CAO may require that the highway be made passable to the satisfaction of the Town.

14.3 If a permit is suspended or revoked, all activity for which a permit is required and that is being performed without a permit shall be stopped immediately and the person performing the work shall be liable for costs incurred in making the highway passable.

15. REMOVAL OF VEHICLES

15.1 The owner or his authorized agent, of any vehicle removed because of a contravention of this Bylaw, shall pay to the Town all storage and/or removal charges and fines and/or penalties, prior to the vehicle being released.

15.2 In the event that an owner of a motor vehicle does not claim such vehicle, the storage and removal charges may be collected pursuant to the provisions of the *Operator Licensing and Vehicle Control Regulation* AR320/2002, as amended.

16. AUTHORITY TO MARK ROUTES

The CAO is hereby authorized to mark, with traffic control devices, any highway or part of a highway designated by this Bylaw as a "Heavy Vehicle Route".

17. AUTHORITY TO ENFORCE

Any Peace Officer is hereby authorized to enforce this Bylaw.

18. DELEGATION OF AUTHORITY

The CAO may delegate his or her authority under this Bylaw to another employee of the Town.

19. TEMPORARY NOTICES/MARKINGS

A Peace Officer may, in enforcing this Bylaw, place temporary and removable markings or notices on any vehicle or trailer being investigated in relation to a contravention of this Bylaw.

20. REMOVAL AND IMPOUNDMENT OF VEHICLE

20.1 A Peace Officer may cause to be removed and/or impounded any vehicle that is in contravention of a provision of this Bylaw.

20.2 Notwithstanding that the vehicle may be parked in compliance with this Bylaw, a Peace Officer may cause to be removed and/or impounded any vehicle parked on a highway where emergency conditions require the vehicle's removal from the highway.

- 20.3 A Peace Officer shall notify the owner of a vehicle in the event of the vehicle's removal in accordance with section 20.1 or 20.2.
- 20.4 Any vehicle removed under section 20.1 or 20.2 shall be delivered to an impound facility designated by the CAO, where it will remain impounded until claimed by the owner or his/her authorized agent, or in accordance with applicable provincial laws.
- 20.5 The owner or authorized agent of any vehicle removed and impounded as a result of a contravention of this Bylaw shall pay to the Town all storage and removal charges. Such charges shall be in addition to any fine or penalty imposed in respect of any such contravention.
- 20.6 In the event that an owner of a vehicle does not claim such vehicle, the storage and removal charges may be collected pursuant to the provisions of the Act.

21. OFFENCES AND VIOLATION

- 21.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable to:
 - a. payment of the penalty as set out in Schedule "B" hereto; or
 - b. for any offence for which there is no penalty specified, to a penalty of not less than one hundred (\$100.00) dollars and not more than ten thousand (\$10,000.00) dollars;
 and in default of payment of any penalty, to imprisonment for up to six (6) months.
- 21.2
 - a. Where a Peace Officer has reasonable grounds to believe that any person has committed a breach or contravention of any provision of this Bylaw the Peace Officer may issue such persons a Violation Tag pursuant to this Bylaw, or Violation Tieckt, in accordance with the provisions of the *Provincial Offences Procedure Act*, R.S.A. 2000, Chapter P-34, and the regulations thereunder, or both.
 - b. In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which the offence continues and any person guilty of such an offence is liable to a fine in an amount not less than that established by the Bylaw for each such day.

- c. For the purposes of this Bylaw, an act or omission by an employee or agent of a person is deemed also to be an act or omission of the person if the act or omission occurred in the course of the employee's employment with the person, or in the course of the agent's exercising the powers of performing the duties on behalf of the person under their agency relationship.
- d. When a corporation commits an offense under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offense or assented to or acquiesced or participated in the act or omission that constitutes the offense is guilty of the offense whether or not the corporation has been prosecuted for the offense.
- e. If a partner in a partnership is guilty of an offense under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offense or assented to or acquiesced or participated in the act or omission that constitutes the offense is guilty of the offense.
- f. The Violation Ticket or Violation Tag must specify the date of the offense, the time of the offense, the place where the offense occurred and the Section of the Bylaw which was contravened. If a Violation Tag is issued in respect of an offense, the Violation Tag must also specify the fine amount established by this Bylaw for the offense.

22. SERVICE OF A NOTICE OR VIOLATION TICKET OR BYLAW VIOLATION TAG

- 22.1 A Violation Tag or Violation Ticket shall be deemed to be sufficiently served when it is:
 - a. served personally on the accused;
 - b. mailed to the address of the registered owner of the vehicle concerned or to the person concerned; or
 - a. attached to or left upon the vehicle allegedly involved in the offense.

23. PAYMENT

Upon production of a Violation Ticket or Violation Tag within fourteen (14) days from the date of service of such Ticket or Tag, together with the payment of the sum specified in the attached Schedule "B", to a person authorized by the Town to receive such payment, an official receipt for such payment shall be issued, and subject to the provisions of this section, such payment shall be accepted in lieu of prosecution.

24. PENALTIES

24.1 The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in the attached Schedule "B" in respect of that provision.

24.2 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to a fine of not more than ten thousand (\$10,000.00) dollars and in default of payment is liable to imprisonment for a term not exceeding six (6) months.

24.3 The levying and payment of any fine or the imprisonment for any period provided in this Bylaw shall not relieve a person from the necessity of paying any fees, charges or costs from which he is liable under the provisions of this Bylaw.

25. INTERPRETATION

25.1 Words used in the singular include the plural and vice-versa.

25.2 When a word is used in the masculine or feminine it will refer to either gender.

25.3 Words used in the present tense include the other tenses and derivative forms.

26. SEVERABILITY

If any provision of this Bylaw is held be invalid by a court of competent jurisdiction, that decision will not affect the validity of the remaining provisions of the Bylaw.

THAT this Bylaw shall rescind Part 3 and Schedules I, II and II(A) of Bylaw No. 2000-09 of the Town of Drayton Valley, and shall have force and come into effect from and after the date of third reading thereof.

READ A FIRST TIME THIS _____ DAY OF _____, 2016, A. D.

READ A SECOND TIME THIS _____ DAY OF _____, 2016, A. D.

READ A THIRD AND FINAL TIME THIS _____ DAY OF _____, 2016, A. D.

MAYOR

CAO

SCHEDULE "A"
HEAVY TRUCK ROUTE
NORTH - SOUTH TRUCK ROUTES

HIGHWAY	FROM	TO
50 STREET	HIGHWAY 22 SOUTH	HIGHWAY 22 NORTH
54 STREET	50 AVENUE	INDUSTRIAL ROAD
55 STREET	49 AVENUE	50 AVENUE
55 STREET	INDUSTRIAL ROAD	NORTH CUL-DE-SAC
55 A STREET	53 AVENUE	INDUSTRIAL ROAD
55 A STREET	53 AVENUE	SOUTH CUL-DE-SAC
56 STREET	49 AVENUE	50 AVENUE
57 STREET	49 AVENUE	50 AVENUE
58 STREET	49 AVENUE	50 AVENUE
60 STREET	34 AVENUE	NORTH DEAD END
61 STREET	50 AVENUE	52 AVENUE
62 STREET	50 AVENUE	NORTH BOUNDARY
62 STREET	50 AVENUE	SOUTH BOUNDARY
POWER CENTRE BOULEVARD	HIGHWAY 22	62 STREET

EAST – WEST TRUCK ROUTES

50 AVENUE	RING ROAD	62 STREET
34 AVENUE	50 STREET	WEST DEAD END
BROUGHAM DRIVE	50 STREET	34 AVENUE
49 AVENUE	55 STREET	58 STREET
52 AVENUE	61 STREET	62 STREET
53 AVENUE	54 STREET	50 AVENUE
INDUSTRIAL ROAD	50 STREET	50 AVENUE
JUBILEE AVENUE	INDUSTRIAL ROAD	HIGHWAY 22
56 AVENUE	50 STREET	55 STREET

SCHEDULE "B"
FINES AND PENALTIES

Section	Violation	Penalty		
		First Offence	Second Offence	Third Offence
5.1	Operating a heavy vehicle off heavy truck route without a Permit	\$150.00	\$300.00	\$600.00
5.2	Parking a heavy vehicle for more than 120 minutes or within 5 metres of a driveway or intersection	\$150.00	\$300.00	\$600.00
7.	Operating a vehicle in excess of the maximum allowable weight or dimension limits	\$250.00	\$500.00	\$1,000.00
8.1	Failure to apply for a permit or provide payment for a Permit	\$250.00	\$500.00	\$1,000.00
8.2	Exceeding the number of trips or time period approved in a Permit	\$100.00	\$200.00	\$300.00
8.2	Failure to comply with restrictions or conditions of a Permit	\$150.00	\$300.00	\$600.00
8.4	Failure to provide or display a Permit	\$50.00	\$100.00	\$200.00
10.	Operating or parking on a highway in contravention of traffic control device or restricted load limits	\$150.00	\$300.00	\$600.00
11.1	Failure to obtain a moving Permit	\$150.00	\$300.00	\$600.00
11.2	Failure to produce a moving Permit	\$150.00	\$300.00	\$600.00
11.3	Failure to provide pilot vehicles	\$100.00	\$200.00	\$400.00
11.4	Failure to pay for municipal services	\$100.00	\$200.00	\$400.00

1574994;April 14, 2016



BYLAW NO. 2015/16/T

Name of Bylaw: Off-Highway Vehicle Bylaw

WHEREAS pursuant to the *Traffic Safety Act*, Council may, by Bylaw, authorize the use of Off-Highway Vehicles on highways under its direction, control and management;

AND WHEREAS pursuant to the provisions of the *Municipal Government Act*, Council may pass Bylaws for municipal purposes respecting the following matters:

- a) the safety, health and welfare of people and the protection of people and property;
- b) people, activities and things in, on or near a public place or place that is open to the public; and
- c) the enforcement of Bylaws;

NOW THEREFORE the Council of the Town of Drayton Valley, duly assembled, hereby enacts as follows:

1. **TITLE**

This Bylaw may be cited as the “Off-Highway Vehicle Bylaw” of the Town of Drayton Valley.

2. **PURPOSE**

The purpose of this Bylaw is to establish regulations for the use Off-Highway Vehicles within the Town of Drayton Valley.

3. **DEFINITIONS**

In this Bylaw, including this section, unless the context otherwise requires:

- 3.1 *Act* means the *Traffic Safety Act*, R.S.A. 2000, Chapter T-6;
- 3.2 *alley* means a narrow highway intended chiefly to give access to the rear of buildings and parcels of land;
- 3.3 *boulevard* means, that part of a highway that:
 - a. is not roadway, and
 - b. is that part of a sidewalk or walkway that is not specifically adapted to the use of, or ordinarily used by, pedestrians;
- 3.4 *Bylaw Enforcement Officer* means an individual or individuals appointed by the Town pursuant to the *Municipal Government Act*, to enforce the Town's Bylaws, and includes a member of the Royal Canadian Mounted police and any Special Constable employed by the Town;
- 3.5 *CAO* means the Town of Drayton Valley Chief Administrative Officer, who may also be referred to as the Town Manager;
- 3.6 *Council* means the Municipal Council for the Town of Drayton Valley;
- 3.7 *highway* means any thoroughfare, street, road, trail, avenue, parkway, viaduct, lane, alley, square, bridge, causeway, trestle-way or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and Includes:
 - a. a sidewalk (including a boulevard portion thereof);
 - b. where a ditch lies adjacent to and parallel with the roadway, the ditch; and
 - c. where a highway right-of-way is contained between a property line and one side of the roadway, all land between the property line and the edge of the roadway, as the case may be, but does not include a place declared by the Lieutenant Governor in Council not to be a highway;

but does not include a place declared by regulation passed pursuant to the *Act* not to be a highway;

- 3.8 *insured* means an Off-Highway Vehicle which is insured by a policy of insurance approved under Part 7 of the *Insurance Act* and containing the coverage and limits fixed by that Part for automobiles in relation to public liability, property damage and accident benefits in respect of that Off-Highway Vehicle;
- 3.9 *municipal property or public place* means any highway, parkland, reserve lands, public bridge, road, lane, footway, square, court, alley or passage, whether a thoroughfare or not, and includes any open space to which the public may have or are permitted to have access whether on payment or otherwise, that is owned by the Town of Drayton Valley;
- 3.10 *Off-Highway Vehicle (OHV)* means any motorized mode of transportation built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such travel:
- a. 4-wheel drive vehicles,
 - b. low pressure tire vehicles,
 - c. motor cycles and related 2-wheel vehicles,
 - d. amphibious machines,
 - e. all-terrain vehicles (ATV),
 - f. snow vehicles, and
 - g. any other means of transportation that is propelled by any power other than muscular power or wind;
- but does not include:
- a. motor boats,
 - b. miniature vehicles, including but not limited to go carts, golf carts and pocket bikes, that cannot be registered pursuant to the *Operator Licensing and Vehicle Control Regulation*, or
 - c. any other vehicle exempted from being an off highway vehicle by regulation passed pursuant to the *Act*.

- 3.11 *operate or operating* means to drive, or be in actual physical control of, an Off-Highway Vehicle.
- 3.12 *operator* means a person who drives a vehicle or operates equipment;
- 3.13 *owner* means the person named as the registered owner of the Off-Highway Vehicle, and includes any person renting an Off-Highway Vehicle, or having the exclusive use of an Off-Highway Vehicle under a lease that has a term of more than thirty (30) days or otherwise having the exclusive use of an Off-Highway Vehicle for a period of more than thirty (30) days.
- 3.14 *Peace Officer* means a person appointed as a Peace Officer pursuant to section 7 of the *Peace Officer Act*, S.A. 2006, chapter P-35, and also includes but is not limited to a Police Officer, Royal Canadian Mounted Police Officer, Special Constable, Bylaw Enforcement Officer, or a person designated by Council to enforce the provisions of this Bylaw;
- 3.15 *pedestrian* means:
- a. a person on foot; or
 - b. a person in or on a mobility aid;
- and includes those persons designated by regulation as pedestrians and for the purposes of this Bylaw, includes users of in-line skates, roller skates, and non-motorized scooters;
- 3.16 *person* includes a corporation, partnership, or individual, and the heirs, executors, administrators or other legal representative of an individual, joint venture, proprietorship, association, or society;
- 3.17 *Permit* means written authorization issued by the CAO which evidences the CAO's permission to operate a specified type of vehicle upon a highway or roadway within the Town;
- 3.18 *roadway* means that part of a highway intended for use by vehicular traffic, and for the purposes of this Bylaw, means roadways within the Town;

- 3.19 *sidewalk* means that part of a highway especially adapted to the use of or ordinarily used by pedestrians, and includes that part of a highway between:
- a. the curb line; or
 - b. where there is no curb line, the edge of the roadway;
- and the adjacent property line, whether or not it is paved or improved;
- 3.20 *time* as referred to in this Bylaw, shall mean either Mountain Standard Time or Mountain Daylight Savings Time, whichever is proclaimed to be in effect by the Province of Alberta;
- 3.21 *Town* means the municipal corporation of the Town of Drayton Valley;
- 3.22 *vehicle* means a device in, upon, or by which a person or thing may be transported or drawn upon a highway and includes a combination of vehicles but does not include a mobility aid.
- 3.23 *Violation Tag* means a tag or similar document issued by the Town for the purpose of notifying a person that an offence has been committed for which a prosecution may follow;
- 3.24 *Violation Ticket* means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedure Act*, RSA 2000 chapter P-34.

4. APPLICATION AND OVERARCHING AUTHORITY

- 4.1 This Bylaw applies to municipal property and highways under the direction, control and management of the Town and nothing in this Bylaw authorizes, or in any way affects, the operation of an Off-Highway Vehicle on any provincial highway.
- 4.2 Nothing in this Bylaw relieves any person from complying with any provision of any federal or provincial legislation affecting Off-Highway Vehicles, including, without restriction, the *Act* and all applicable regulations thereunder.
- 4.3 Notwithstanding anything in this Bylaw, no person shall act in contravention of:
- a. the directions of a Peace Officer acting in the course of his or her employment duties; or

- b. in the absence of circumstances set out under subsection a., a traffic control device placed by or under the direction of the Town.

4.4 No Person other than a Peace Officer shall attempt to direct or regulate traffic or place anything resembling a traffic control device other than with the permission or delegation of, and in accordance with any conditions imposed by, the CAO.

5. OPERATING RESTRICTIONS

No person shall operate an OHV on a highway or municipal property, except in accordance with this Bylaw or as otherwise permitted under the *Act*.

6. EXEMPTIONS

6.1 Notwithstanding any other provision of this Bylaw, the following persons may operate an OHV on a highway and municipal property while in the performance of their official duties as:

- a. a Peace Officer, firefighter or other emergency service responder;
- b. an employee or volunteer of the Town; or
- c. an agent or contractor acting on behalf of the Town.

6.2 Notwithstanding section 6.1 of this Bylaw, Council may, at their discretion by resolution, grant permission for the operation of OHVs in any designated area within the Town for a designated time or event.

6.3 During times of high to extreme fire hazard or extreme weather conditions as defined by Alberta Environmental Protection Land and Forest Services, all use of OHVs may be banned within the limits of the Town at the direction of the Drayton Valley-Brazeau County Fire Chief or his designate.

6.4 No person permitted to operate an OHV pursuant to sections 6.1 or 6.2 above shall operate an OHV:

- a. at a speed in excess of thirty (30) kilometres per hour;
- b. which is not insured;
- c. if he/she does not possess a valid Alberta class 5 driver's license;

- d. without using the equipment's built-in safety devices, properly functioning headlights and taillights, and a functioning muffler;
 - e. without due care and attention; or
 - f. without yielding the right of way to pedestrians and other vehicles.
- 6.5 Any OHV being operated pursuant to sections 6.1 or 6.2 above shall be limited to containing only the driver, unless the vehicle is specifically designed to carry a passenger.
- 6.6 Any person operating or present as a passenger on an OHV pursuant to sections 6.1 and 6.2 above, shall be required to wear an approved safety helmet securely attached to his/her head.

7. SIDEWALK SNOW REMOVAL

- 7.1 A person may operate an OHV on a highway for the purpose of sidewalk snow removal provided that:
- a. a Permit has been issued to the person in accordance with this Bylaw;
 - b. the OHV must be:
 - i. properly registered and insured for such use;
 - ii. equipped with a snowblade, bucket or broom attachment; and
 - iii. equipped with a reflective safety flag that projects at least one (1) metre above the seat of the OHV;
 - c. the person operating the OHV for the purposes of sidewalk snow removal must:
 - i. be eighteen (18) years of age or older;
 - ii. wear an approved safety helmet if required as a condition of the Permit;
 - iii. does not carry any passengers;
 - iv. drives with due care and attention;

- v. yields the right of way to pedestrians and other vehicles; and
- vi. not travel at a speed in excess of thirty (30) kilometres per hour;
- d. the OHV shall only be driven on a highway within a one (1) kilometre radius of the address provided to the CAO for the purpose of applying for the Permit; and
- e. the OHV is otherwise operated in accordance with the terms and conditions imposed on the Permit.

8. PERMITS

- 8.1. A permit issued in relation to activities governed by this Bylaw may be issued on such terms and conditions as the CAO deems appropriate.
- 8.2. A person to whom a Permit has been issued pursuant to this Bylaw and any person carrying out an activity otherwise regulated, restricted or prohibited by this Bylaw pursuant to such Permit, shall comply with any terms or conditions forming part of the Permit and shall produce the Permit to a Peace Officer upon request.
- 8.3. A person who contravenes any term or condition of a Permit issued pursuant to this Bylaw is guilty of an offence.
- 8.4. A person who makes any false or misleading statement or provides any false or misleading information to obtain a Permit pursuant to this Bylaw is guilty of an offence.
- 8.5. If any term of condition of a Permit issued pursuant to this Bylaw is contravened, in addition to any other remedy available to the Town, the CAO may immediately cancel the Permit.
- 8.6. The onus of proving a Permit has been issued in relation to any activity otherwise regulated, restricted or prohibited by this Bylaw is on the person alleging the existence of such a Permit on a balance of probabilities.

9. REVOKING PERMITS

- 9.1 The CAO may, in writing, alter, suspend or revoke a Permit issued by him or her in accordance with this Bylaw if it is determined that:
- a. the Permit was issued in error;
 - b. the Permit was issued based on incorrect information supplied to the Town;
 - c. the Permit issued is in violation of any other Bylaw or resolution; or
 - d. circumstances exist whereby the CAO, acting reasonably, determines that the Permit should be altered, suspended or revoked.
- 9.2 In suspending or revoking the Permit, the CAO may require that the highway be made passable to the satisfaction of the Town.
- 9.3 In addition to the specified penalty, all work being performed with an OHV without a Permit shall be stopped immediately and the person performing the work shall be liable for costs incurred in making the highway passable.

10. AUTHORITY TO ENFORCE

Any Peace Officer is hereby authorized to enforce this Bylaw.

11. TEMPORARY NOTICES/MARKINGS

A Peace Officer may, in enforcing this Bylaw, place temporary and removable markings or notices on any vehicle or trailer being investigated in relation to a contravention of this Bylaw.

12. DELEGATION OF AUTHORITY

The CAO may delegate his or her authority under this Bylaw to another employee of the Town.

13. REMOVAL AND IMPOUNDMENT OF VEHICLE

- 13.1 A Peace Officer may cause to be removed and/or impounded any vehicle that is in contravention of a provision of this Bylaw.
- 13.2 Notwithstanding that the vehicle may be parked in compliance with this Bylaw, a Peace Officer may cause to be removed and/or impounded any vehicle parked on a highway where emergency conditions require the vehicle's removal from the highway.
- 13.3 A Peace Officer shall notify the owner of a vehicle in the event of the vehicle's removal in accordance with section 13.1 or 13.2.
- 13.4 Any vehicle removed under section 13.1 or 13.2 shall be delivered to an impound facility designated by the CAO, where it will remain impounded until claimed by the owner or his/her authorized agent, or in accordance with applicable provincial laws.
- 13.5 The owner or authorized agent of any vehicle removed as a result of a contravention of this Bylaw shall pay to the Town all storage and removal charges. Such charges shall be in addition to any fine or penalty imposed in respect of any such contravention.
- 13.6 In the event that an owner of a vehicle does not claim such vehicle, the storage and removal charges may be collected pursuant to the provisions of the Act.

14. OFFENCES AND VIOLATION

- 14.1 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable to:
 - a. payment of the penalty as set out in Schedule "A" hereto; or
 - b. for any offence for which there is no penalty specified, to a penalty of not less than one hundred (\$100.00) dollars and not more than ten thousand (\$10,000.00) dollars;

and in default of payment of any penalty, to imprisonment for up to six (6) months.

- 14.2 a. Where a Peace Officer has reasonable grounds to believe that any person has committed a breach or contravention of any provision of this Bylaw the Peace Officer may issue such persons a Violation Tag pursuant to this Bylaw, a Violation Ticket in accordance with the provisions of the *Provincial Offences Procedure Act*, R.S.A. 2000, Chapter P-34, and the regulations thereunder, or both.
- b. In the case of an offence that is of a continuing nature, a contravention constitutes a separate offence in respect of each day, or part of a day, on which the offence continues and any person guilty of such an offence is liable to a fine in an amount not less than that established by the Bylaw for each such day.
- c. For the purposes of this Bylaw, an act or omission by an employee or agent of a person is deemed also to be an act or omission of the person if the act or omission occurred in the course of the employee's employment with the person, or in the course of the agent's exercising the powers of performing the duties on behalf of the person under their agency relationship.
- d. When a corporation commits an offense under this Bylaw, every principal, director, manager, employee or agent of the corporation who authorized the act or omission that constitutes the offense or assented to or acquiesced or participated in the act or omission that constitutes the offense is guilty of the offense whether or not the corporation has been prosecuted for the offense.
- e. If a partner in a partnership is guilty of an offense under this Bylaw, each partner in that partnership who authorized the act or omission that constitutes the offense or assented to or acquiesced or participated in the act or omission that constitutes the offense is guilty of the offense.
- f. The Violation Ticket or Violation Tag must specify the date of the offense, the time of the offense, the place where the offense occurred and the Section of the Bylaw which was contravened. If a Violation Tag is issued in respect of an offense, the Violation Tag must also specify the fine amount established by this Bylaw for the offense.

15. SERVICE OF A NOTICE OR VIOLATION TICKET OR BYLAW VIOLATION TAG

15.1 A Violation Tag or Violation Ticket shall be deemed to be sufficiently served when it is:

- a. served personally on the accused;
- b. mailed to the address of the registered owner of the vehicle concerned or to the person concerned; or
- c. attached to or left upon the vehicle allegedly involved in the offense.

16. PAYMENT

Upon production of any Violation Ticket or Violation Tag within fourteen (14) days from the date of service of such Ticket or Tag, together with the payment of the sum specified in the attached Schedule "B", to a person authorized by the Town to receive such payment, an official receipt for such payment shall be issued, and subject to the provisions of this section, such payment shall be accepted in lieu of prosecution.

17. PENALTIES

17.1 The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in the attached Schedule "A" in respect of that provision.

17.2 Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable on summary conviction to a fine of not more than ten thousand (\$10,000.00) dollars and in default of payment is liable to imprisonment for a term not exceeding six (6) months.

17.3 The levying and payment of any fine or the imprisonment for any period provided in this Bylaw shall not relieve a person from the necessity of paying any fees, charges or costs from which he is liable under the provisions of this Bylaw.

18. INTERPRETATION

18.1 Words used in the singular include the plural and vice-versa.

18.2 When a word is used in the masculine or feminine it will refer to either gender.

18.3 Words used in the present tense include the other tenses and derivative forms.

19. SEVERABILITY

If any provision of this Bylaw is held be invalid by a court of competent jurisdiction, that decision will not affect the validity of the remaining provisions of the Bylaw.

AND THAT this Bylaw shall rescind Part 2, Section 210 of Bylaw No. 2000-09 of the Town of Drayton Valley, and shall have force and come into effect from and after the date of third reading thereof.

Read a first time this _____ day of _____, 2016, A. D.

Read a second time this _____ day of _____, 2016, A. D.

Read a third and final time this _____ day of _____, 2016, A. D.

MAYOR

CAO

SCHEDULE "A"
FINES AND PENALTIES

Section	Violation	Penalty		
		First Offence	Second Offence	Third Offence
5	Operate OHV on a highway or municipal property	\$150.00	\$300.00	\$600.00
6.2	Operate OHV outside of a designated area or time or event	\$150.00	\$300.00	\$600.00
6.3	Operate OHV during banned period	\$200.00	\$400.00	\$800.00
6.4 a.	Operate OHV in excess of 30 km/hour	\$200.00	\$400.00	\$800.00
6.4 b.	Operate uninsured OHV	\$250.00	\$500.00	\$1,000.00
6.4 c.	Not possess a valid Alberta class 5 driver's license	\$150.00	\$300.00	\$600.00
6.4 d.	Operate OHV without using the equipment's built-in safety devices, properly functioning headlights and taillights, and a functioning muffler	\$200.00	\$400.00	\$800.00
6.4 e.	Operate OHV without due care and attention	\$200.00	\$400.00	\$800.00
6.4 f.	Fail to yield the right of way to pedestrians and other motor vehicles	\$200.00	\$400.00	\$800.00
6.5	Carry passenger in OHV not designed for passengers	\$200.00	\$400.00	\$800.00
6.6	Fail to wear safety helmet	\$150.00	\$300.00	\$600.00
7.1 a.	Operate OHV for snow removal without Permit	\$100.00	\$200.00	\$300.00
7.1 b.	Fail to meet requirements of an OHV for snow removal	\$100.00	\$200.00	\$300.00

7.1 c.	Contravene requirements for OHV operator	\$150.00	\$300.00	\$600.00
7.1 d.	Operate OHV for snow removal outside of 1 km radius indicated in Permit	\$100.00	\$200.00	\$400.00
7.2 e., 8.2 & 8.3	Contravene term or condition of Permit	\$200.00	\$400.00	\$800.00
8.4	Provide false or misleading information in Permit application	\$200.00	\$400.00	\$800.00

1575462;April 14, 2016

AGENDA ITEM:	Municipal Assets Naming Policy A-01-16
Department:	Administration
Presented by:	Councillor
Support Staff:	Chandra Dyck, Legislative Services Coordinator

BACKGROUND:

In an effort to establish a standard of practice for the naming of municipal assets (parks, facilities, streets, etc.), Administration has prepared the attached draft Municipal Assets Naming Policy.

While the Town entertains applications to name or rename parks (such as Northview Park being renamed Peace Park) we currently have no Policy or formal procedure in place for the process. With the projects that are currently underway, it has become evident that the Town would benefit from implementing a Policy to guide this process.

Community buy-in and participation are contemplated in this document, with the encourage engagement and a promoting a sense of pride and ownership from members of the community.

MOTION:

That Council approve Municipal Assets Naming Policy A-01-16 as presented.



TOWN OF DRAYTON VALLEY

Subject:	Municipal Assets Naming Policy	Policy No.:	A-01-16
Department:	Administration		
Approval Date:		Review Date:	
Associated Policies:	Addressing and Naming Policy		

Municipal Assets Naming Policy

Purpose

The purpose of this Policy is to provide the Town of Drayton Valley (hereinafter referred to as the “Town”) with a fair, consistent and efficient process for the naming and renaming of any municipal assets, while respecting the need for public solicitation. The final determination of naming municipal assets, including naming opportunities as a result of donations, gifts and sponsorship, will rest with Town Council, based on the guidance offered herein.

General Policy

1. Naming Categories:

1.1 Name submissions should fall into one of the following categories:

- a. Natural Features – reflecting prominent natural features of, or an animal indigenous to, the general area in which the asset is located;
- b. Geographic Location – reflecting the prominent geographic location in which the asset resides; use of a “constant” physical reference, such as a topographical feature, adjacent street or subdivision name (excluding real estate and development company names) may be considered;
- c. Historic Place Name – reflecting a prominent historic location within the Town;
- d. Outstanding Resident / Group – name of Town resident or community group, past or present, who contributed to the Town and/or the well-being of its residents. Submissions may include original landowners or pioneers, and individuals who have contributed to the quality of life in the community specific to the asset, through heroic actions or community involvement(s);

Subject:	Municipal Assets Naming Policy	Sign off:	
Department:	Administration		
Approval Date:		Review Date:	

- e. Outstanding Canadian – names honouring those who have served or given their life in public service and have ties with the community; or
- f. Other unique proposals may be considered in special circumstances that do not necessarily follow the categories above (such as naming after a special use or theme the asset was designed for).

2. Naming Principles

- 2.1 Town assets shall be named to normally include their functional use, such as “Conference Centre” or “Off-Leash Park”, in the name where appropriate and applicable;
- 2.2 The following principles shall guide Council when considering naming of municipal assets and portions thereof:
 - a. names shall be unique; name duplication and similar sounding names shall be avoided;
 - b. names shall not be discriminatory, derogatory or political in nature;
 - c. names shall be mindful of emergency response considerations;
 - d. names that recognize an organization for a financial contribution will be considered when the activities and values of the organization are aligned with the values of the Town;
 - e. where the name of an individual or organization is selected, approval shall be obtained from the individual (or his/her family when appropriate) or the organization for such naming; and
 - f. if a personal name, of either a living or deceased person – is in common local use by the general public, the name may be considered for official adoption.
- 2.3 Town Council may consider other ways to recognize donations or significant contributions made to the Town assets. Such other means may include plaques, cairns, written certificates or asset features.
- 2.4 Nothing in this Policy shall prevent the placement of memorial plaques on items donated to the Town, such as trees and benches, in accordance with another Town Policy.

Subject:	Municipal Assets Naming Policy	Sign off:	
Department:	Administration		
Approval Date:		Review Date:	

2.5 Names may be assigned to streets, avenues, cul-de-sacs, or crescents, in addition to their assigned sequential number. Should a name be approved by Council, both the approved name and the number shall be posted.

2.6 Council shall retain the right not to name certain facilities of broad community importance.

3. Donated Lands

3.1 The naming and acceptance of land is subject to recommendation by Administration and approval by Town Council. Naming rights are not guaranteed if the donation of parkland is a dedication as required by the subdivision of land.

3.2 Assets which are donated to the Town may be named by deed restriction by the donor.

3.3 A donation for the purpose of receiving civic naming acknowledgement is not a guarantee of name perpetuity.

4. Neighbourhood Naming

4.1 Newly developed neighbourhoods or subdivisions shall have names established through the Area Structure Plan adoption process. Existing unnamed subdivisions may be subject to naming at the request of area residents or as may be initiated by the Town. The CAO or designate shall be responsible for the preparation of applicable Bylaws for consideration of Council regarding the naming of existing unnamed neighbourhoods.

4.2 Where possible, naming of a district by a defined theme or phases within a neighbourhood (i.e. commercial or industrial districts and phases) shall be considered in consultation with the developer or property owners in undertaking new development.

5. Renaming

5.1 Critical examination will be conducted to ensure that renaming the asset will not diminish the original justification for the name or the prior contributions. Renaming will follow the same procedures as naming the asset.

5.2 Primarily, only assets named for a geographic location, natural feature or a subdivision should be considered for renaming. Assets that have been named by deed restriction shall not be considered for renaming.

Subject:	Municipal Assets Naming Policy	Sign off:	
Department:	Administration		
Approval Date:		Review Date:	

5.3 Existing assets that already have been named are not to be renamed without consideration of any or any combination of the following:

- a. demonstrated support of the change;
- b. if the existing name of an asset is after an individual, the individual for whom the asset has been named supports the change, if living, or the next of kin if the individual is deceased; and
- c. information that the individual to be honoured has contributed in a significantly tangible way to the community.

5.4 Notwithstanding the forgoing, at the discretion of Council, asset name repealing and renaming may occur where the name may be associated or recognized with significant dishonor to the community, province, or nation, or if the continued use of their name would not be in the best interest of the community.

5.5 In the event of a proposed renaming, Administration will review the request for statutory compliance and compliance with this Policy. If compliant, a report will be submitted to Council. Council will then hear the request and determine approval.

6. Exclusions

6.1 This Policy does not apply to:

- a. any asset to which naming rights have been sold; or
- b. Town assets that are leased to third parties where the lease allows the lessee to name the facility for the term of the lease.

7. Practices to be Avoided:

- 7.1 Use of existing or similar names of assets within the Town or Brazeau County, are to be avoided to eliminate duplication and confusion.
- 7.2 Naming of an asset after a nearby, but not immediately adjacent, school or institution that may lead to confusion regarding their respective locations is to be discouraged.
- 7.3 Naming an asset after the developer or real estate company shall not be considered.

Subject:	Municipal Assets Naming Policy	Sign off:	
Department:	Administration		
Approval Date:		Review Date:	

Definitions

8. Within this Policy the following definitions shall apply:

- 8.1 *asset(s)* means all real property including unimproved lands, buildings and structures owned by the Town, including, but not limited to, parkland, open space, recreational facilities, bridges, streets, road, operations and administrative buildings; and
- 8.2 *neighbourhood* means a defined area within the Town, comprised of a number of blocks, which can be distinguished as being of a group of developments of a similar character.

Responsibilities

9. All information considered by Council regarding the naming of an asset, which may include the option of naming or renaming after an individual or organization, shall be treated confidentially and be discussed in-camera. Once a decision has been made the public announcement will be made at the discretion of Council. Council shall treat these matters consistent with Section 17 ("Disclosure harmful to personal privacy") or Section 23 ("Local public body confidences") of *Freedom of Information and Protection of Privacy Act*.

Procedure

10. Citizen involvement in the naming process is encouraged and may be accomplished in a variety of ways throughout the naming process:
- 10.1 individuals, groups and/or organizations interested in proposing a name for any existing un-named asset may do so in writing using a Submission Form in a format acceptable to the Town which outlines the naming criteria. These will be presented to Administration for consideration; or
- 10.2 a variety of means to encourage public participation to submit a name (citizen contests, recommendations from previous owners, historical review of the site, and the like). This process shall be initiated by Council for specific assets. The Submission Form will be available through the Town website, copies available at the Civic Centre and the Omniplex, and through other means. The Administration may conduct a public meeting on the proposed names.
11. Administration shall meet to review all suggestions received, and guided by this Policy, prepare a short-list of recommended names. Recommended asset names will be submitted to Council for consideration, selection and endorsement. Council has the final authority to name assets.

Subject:	Municipal Assets Naming Policy	Sign off:	
Department:	Administration		
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12. Upon Council's approval of an asset name Administration shall:

12.1 advise all internal departments accordingly;

12.2 update mapping, as required;

12.3 arrange for production and installation of appropriate signage indicating the new asset name.

13. In case of any conflict between this Policy and any other provisions of the Town's Addressing and Naming Policy, the provisions of this Policy shall govern.

Mayor

Approval Date

AGENDA ITEM:	Community Event Grant – 2 nd quarter allocation
Department:	Community Services Department
Presented by:	Councillor
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 second quarter deadline was April 1, 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 5th Annual Black & White Ladies Diamond Gala and the 18th Annual Show & Shine new Outdoor Theatre event are events that “encourage and support local groups and organizations, businesses and governments to work collaboratively” (SDP). The 5th Annual Raise the Woof Comedy Gala “encourage community members to take ownership of their community to make it safer for everyone” (CSP). The National Archery in Schools Program Provincials “allows Drayton Valley to participate in wide-scale initiatives (provincials, national) which benefit the community” (SDP). The 2nd Annual Pro Rodeo “continues planning with community organizations and business to provide the appropriate rural cultural programs and facilities for the community” (SDP).

RECOMMENDATION:

That Town Council award the Rotary Club of Drayton Valley “5th Annual Black & White Ladies Diamond Gala” a total of \$500.00 from the Community Event Grant to support local initiatives.

That Town Council award the Cause for Critters “5th Annual Raise the Woof Comedy Gala” a total of \$1,000.00 from the Community Event Grant.

That Town Council award the Safari Club International, Drayton Valley Chapter “2016 National Archery in Schools program Provincials” a total of \$1,500.00 from the Community Event Grant.

That Town Council award the Drayton Valley Pro Rodeo Society “2nd Annual Pro Rodeo” a total of \$1,000.00 from the Community Event Grant to help offset facility rental fees.

That Town Council award the Northern Thunder Car Club “18th Annual Show & Shine and Outdoor Theatre” a total of \$1,000.00 from the Community Event Grant to support the Outdoor Theatre.



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	Received 8 Aquapump Passes for a value of \$85.00
✓	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	Thank you card
✓	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?	Yes, a \$150 in-kind contribution 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.)?	"Encourage and support local groups and organizations, businesses and governments to work collaboratively" (SDP)

Comments:

March 5th - Rotary Club of Drayton Valley - 5th Annual Black & White Ladies Diamond Gala
Requesting \$5,000

Recommendation to Council:

Administration recommends \$500.00 be awarded to the 5th Annual Black & White Ladies Diamond Gala to support local initiatives 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: March 1, 2016 Event Date: March 5, 2016

Organization Name: Rotary Club of Drayton Valley

Mailing Address: PO Box 5126 Drayton Valley, AB T7A 1R3

Contact Name: Donna Palmer Title: Fundraising Chair Diamond Gala

Email: palmerd19@gmail.com Telephone: 780-621-6959

ORGANIZATION MANDATE

Description of the organization's mandate:

Rotary is neighbors, friends and community leaders who come together to create positive lasting change in our community.

STATED SERVICE

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

5th Annual Black & White Ladies Diamond Gala
Saturday, March 5, 2016
MacKenzie Conference Centre
5:30 p.m.
Adding to the evening festivities will be a Silent Auction, Live Auction, Raffles, Fine Dining, Entertainment, and other Enticements. \$2500 Diamond Ring Giveaway!

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

The Community of Drayton Valley including: Rotary House, Rotary Park, Rotary Children's Library, Local Elementary Schools Nutrition Programs and High School Scholarships, Rotary Nordic Trails, Eagle Park Campground, Interact Club, Rotary Youth Program of Enrichment, Rotary Youth Leadership Awards, Community Paul Harris Fellowship, and Ongoing and New Legacy Projects. Rotary members strive to meet the needs of the community. Other ways that Rotary supports Drayton Valley has been through things like a new piano for the Arts Centre, financial contributions towards the STARS helipad, the Skatepark, and supporting Canadian Tire Jumpstart just to name a few.

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

Rotary's involvement within the community enriches the lives of everyone who lives, works, plays, goes to school, and visit Drayton Valley.

SPONSORSHIP REQUEST

Reason for request from the Town:

We recently became aware of the Community Events Grant and felt that we were a deserving organization. Rotary has and will continue to make lasting, meaningful and positive change in Drayton Valley.

Nature of the request and/or amount requested:

We are requesting \$5,000.

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

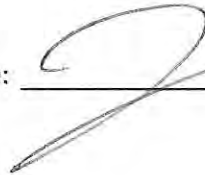
How will sponsoring organizations be recognized?

Sponsors are recognized in a continual Power Point Presentation during the night of the event and an ad is placed in the Western Review following the evening. We also hand deliver over 150 Thank You cards to our supporters.

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: _____

March 1 / 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.



Re: 5th Annual Black & White Ladies Diamond Gala

Good day Generous Supporter! An invitation letter was mailed to you a couple of weeks ago in regards to Rotary's Black & White Ladies Diamond Gala. We are hopeful that you would consider our fundraiser. The following is a short summary of what Rotary hopes to accomplish with the fundraiser and who are the benefactors.

On Saturday, March 5th, 2016, The Rotary Club of Drayton Valley is hosting their 5th Annual Black & White Ladies Diamond Gala. We have enjoyed enormous response from the community selling out within the first week of ticket sales four years consecutively. This year is no exception. With ticket sales to officially commence on the 15th of this month, requests for tables have been pouring in! The Gala is a formal affair for **Ladies only** and has developed into the "IT" event of the year.

This year our attendees will be enjoying the customary Champagne Welcome including Chocolate Dipped Strawberries. Tickets will be on sale for the much desired Diamond Table which is adorned with gifts and niceties and where top notch service is provided for by our handsome ensemble of footmen! These gentlemen ensure at all times that all the Diamond Table ladies needs and requirements are met! After mingling in our Reception area the ladies are then invited to find their seats in the event room beautifully decorated in this years surprise Theme! The atmosphere is breathtaking with tables set and hors d'oeuvres served. The Diamond Table raffle draw commences immediately with much excitement. No worries, if they miss the opportunity to win the Diamond Table, the Ladies have a chance to win the equally inviting "Gold" table for the 6th Annual Gala in 2017 by Live Auction! The room is adorned with a few special raffle tables where guests have the chance to win incredible gifts!!! You won't believe what we have in store for our Ladies this year! The bar is open followed by a "Fine Dining" buffet experience and then served desserts. A carefully planned schedule of draws and live auction items commence throughout the early evening as well as a Silent Auction with items to entice women shoppers. This year we have asked The Red Hotz to return as our entertainment as these ladies know how to get the party on their feet! If all that isn't enough, the night is capped off with a "Diamond Ring Giveaway", with a value of more than \$3,000.00! Every guest is eligible to win simply by being there! Our goal this year is to better our last enormously successful Gala and top our profits!

As the Gala is now Rotary's main fundraiser for the year we rely on support from the community and our local businesses especially during this most recent economic challenge. Please keep in mind that our services are called for now more than ever because of increased need. Our benefactors are as follows:

Community Programs and Projects

- Rotary House (Multiple Service Organizations)
- Rotary Trails
- Rotary Park
- Eagle Park Campground New Initiative
- High School Vocational Scholarships – both Frank Maddock High School and Holy Trinity Academy
- Hot Lunch Program at local Elementary Schools
- Ongoing and New Legacy Projects Including:
 - a) Rotary Children's Library
 - b) EPAC Grand Piano
 - c) DVHCC Helipad Contribution
 - d) Community Paul Harris Fellowship Awards

Youth Programs

- Youth Exchange Program
- Interact Club Support
- RYLA (Rotary Youth Leadership Award)
- RYPEN (Rotary Youth Program of Enrichment)

International Projects

- Educating Children in Awaso, Ghana
- Funding a Brick Making Machine in Ogooma, Uganda
- Supplying Shelter Boxes annually to aid in Disaster Relief Efforts
- Polio Plus Support (Eradicating Polio Worldwide)

Our sponsors are recognized in a Power Point Presentation which runs throughout the evening of the Gala and an ad is placed in the local paper preceding the Gala.

Thank you so much for your consideration. We will look forward to your response. In the mean time, if you have any questions at all, please contact Jessica Saulnier at 780-898-7119 or jessica.saulnier@sunlife.com. In regards to donations and fundraising please call Donna Palmer at (780)621-6959, palmerd19@gmail.com. Thanks again!

Donna Palmer - Fundraising Coordinator

LADIES BLACK & WHITE GALA 2015 INCOME STATEMENT

REVENUE	BUDGET 2015	ACTUAL	
Ticket Sales	36,000.00	38,500.00	\$3000 still not paid
Bar Revenue	7,500.00	9,375.00	
Donations	2,000.00	1,700.00	
Photo Revenue	600.00	1,556.08	
Raffles			
Diamond Table	4,000.00	5,210.00	
Best Dressed	2,720.00	2,180.00	
Fitness Package	2,000.00	1,260.00	
Wine Lovers	2,340.00	2,020.00	
Diamond Necklace		1,380.00	
Dine Around Town	3,800.00	2,020.00	
Canadian Tire		1,460.00	
Precious Stone Champagne		1,900.00	
	<u>14,860.00</u>	<u>17,430.00</u>	
Auctions			
Silent	12,000.00	11,670.00	\$150 still owing
Backyard BBQ		2,600.00	
Spring Cleaning Package		1,200.00	
39th Table for 2016		2,000.00	
Purses	2,200.00	5,800.00	
Gold Table Auction	<u>3,000.00</u>	<u>2,100.00</u>	
	<u>17,200.00</u>	<u>28,916.75</u>	
Sponsorships	3,200.00	3,700.00	
TOTAL REVENUE	81,360.00	101,177.83	
EXPENSES			
Entertainment			
Main Entertainer	5,000.00	4,410.00	
Mcee		680.00	
	<u>5,000.00</u>	<u>5,090.00</u>	
Food and Bar			
Food	12,000.00	16,228.80	
Liquor Licence	200.00	200.00	
Bar Supplies (alcohol, mixes, etc.)	4,000.00	2,993.51	
Taxi Service	<u>500.00</u>	<u>500.00</u>	
	<u>16,700.00</u>	<u>19,922.31</u>	
Decorations - Flower Farm			
General Decorating	3,500.00	4,891.74	
Giveaways (Masks, Microphones, etc.)		615.10	
Welcome Champagne	125.00	647.74	
Diamond Table Decorating & Gifts	800.00	752.77	
Gold Table Decorating & Gifts	<u>500.00</u>	<u>527.84</u>	
	<u>4,925.00</u>	<u>7,435.19</u>	
Advertising			
Printing Costs	50.00	529.06	
Bank Machine Fees	100.00	452.47	
Radio & Newspaper, Posters	<u>500.00</u>	<u>351.75</u>	
	<u>650.00</u>	<u>1,333.28</u>	
Facility			
Hall Rental, Bar Rental	2,200.00	3,272.80	
Miscellaneous Extras	<u>2,200.00</u>	<u>3,272.80</u>	
Misc			
Donation to Canadian Tire Kick Start Program		730.00	
GC for Auctioneerr		75.00	
DV Community Outreach School		200.00	
Drayton Valley Interact Club		500.00	
		<u>1,505.00</u>	
Raffles			
Precious Stone Champagne		360.76	
Best Dressed		140.20	
Fitness Package		272.70	
Wine Lovers		22.99	
Diamond Necklace		36.62	
Canadian Tire		36.62	
Dine Around Town		<u>253.45</u>	
		<u>1,123.34</u>	
Prizes			
Jewellery (Ring)	1,000.00	760.94	
Raffle (Licenses)	1,000.00	126.40	
Silent Auction Decorations	500.00	269.56	
Additional Live Auctions Items Purchased		272.99	
Additional Silent Auction Items Purchased	<u>1,500.00</u>	<u>1,129.83</u>	
	<u>4,000.00</u>	<u>2,559.72</u>	
TOTAL EXPENSE	33,475.00	42,241.64	
POTENTIAL NET PROFIT	47,885.00	58,936.19	



DRAYTON VALLEY

'Putting Together'

Town of Drayton Valley

Application for Community Event Grant/Sponsorship/Donation

Organization Name: ROTARY CLUB OF DRAYTON VALLEY
 Address: PO Box 5126 DRAYTON VALLEY T1A 1R3
 Contact Name: DONNA PALMER Title: FUNDRAISING CHAIR
 Telephone #s: (780)-621-6959
 Date: FEB 12 / 2016 Review Period: _____ to _____

Organization Mandate

Description of the organization's mandate:
ROTARY IS PROUD TO SUPPORT ONGOING AND NEW
COMMUNITY PROJECTS CREATING POSITIVE LASTING
CHANGE IN DRAYTON VALLEY AND AROUND THE
WORLD.

Stated Service

Details of the stated service or initiative (including date(s), time(s), location(s) and activities:
ROTARY'S BLACK & WHITE LADIES DIAMOND GALA
MARCH 5 / 2016 COMMENCING AT 5:30 PM
MACKENZIE CONFERENCE CENTRE
PRIZES, RAFFLES, SILENT AUCTION, LIVE AUCTION
Number of individuals and/or non-profit organizations that will benefit from the stated service:
PLEASE SEE ATTACHED OVERVIEW
Manner in which those individuals and/or non-profit organizations will benefit:
PLEASE SEE ATTACHED OVERVIEW

Sponsorship Request

Reason for request from the Town:
TO ENHANCE THE PRIZES BY INCLUDING AQUA-SIZE PASSES FOR 8 GUESTS WINNING THE DIAMOND TABLE RAFFLE.
Nature of the sponsorship and amount requested:
8 AQUASIZE PASSES Done Feb 16/14
Please attach:
<input type="checkbox"/> a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship
<input type="checkbox"/> a list of other organizations that have been or will be approached for sponsorship
How will sponsoring organizations be recognized:
A POWER POINT WILL RUN ON ALL THREE SCREENS THROUGH OUT THE EVENING OF THE GALA AS WELL AS AN AD IN THE WESTERN REVIEW FOLLOWING THE EVENT.

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.

D. Palmer
APPLICANT'S SIGNATURE

FEB 12/2014
DATE

Please Note:

- The Town of Drayton Valley advises that application alone in no way constitutes approval of the application.
- Notice of decision will be provided to the applicant within thirty (30) days of receipt of the application.

The Rotary Club of Drayton Valley

Requests the pleasure of your company at our

5th Annual Black & White Ladies Diamond Gala

Saturday, March 5, 2016

MacKenzie Conference Centre, Drayton Valley

Reception starts at 5:30 p.m. with Dinner and Revelry to Follow

The purchase of your ticket entitles you to win our Beautiful Diamond Ring valued over \$3,000. You must be present to win! Adding to the evening's festivities will be a Silent Auction, Live Auction, Raffles, Fine Dining, Entertainment, and other Enticements! We look forward to celebrating our 5th Annual Charity Event with you!

This is a Ladies Only event that you don't want to miss! Tickets are \$125.00 per person seated at tables of Eight (8). Tickets go on sale, Friday, January 15, 2015. Register Early as space is limited! (The evening is open to the first 304 Prepaid attendees). Call Mardi for tickets at TD Canada Trust (780)621-2660.

*Please make your cheque payable to **The Rotary Club of Drayton Valley***

Drop off or mail your cheque to Mardi Dancy at TD Canada Trust [5505 - 50 Street #1, T7A 1W2]

Open 9:00 am – 5:00 pm Mon to Wed, 9:00 am – 7:00 pm Thurs, 9:00 am – 6:00 pm Friday

A Reservation in the Name of:



Will Require Seating for (Please Circle):

1 2 3 4 5 6 7 8

*By purchasing tickets, donating cash or raffle items, or by sponsoring the Diamond and Gold Tables, you are contributing to the success of our event and in turn helping us to achieve our community project goals! If you are unable to attend but would like to **make a donation** please contact Donna Palmer at (780)621-6959. For further information please contact Jessica Saulnier at (780)898-7119 or jessica.saulnier@sunlife.com*



Re: 5th Annual Black & White Ladies Diamond Gala

Good day Generous Supporter! An invitation letter was mailed to you a couple of weeks ago in regards to Rotary's Black & White Ladies Diamond Gala. We are hopeful that you would consider our fundraiser. The following is a short summary of what Rotary hopes to accomplish with the fundraiser and who are the benefactors.

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This year our attendees will be enjoying the customary Champagne Welcome including Chocolate Dipped Strawberries. Tickets will be on sale for the much desired Diamond Table which is adorned with gifts and niceties and where top notch service is provided for by our handsome ensemble of footmen! These gentlemen ensure at all times that all the Diamond Table ladies needs and requirements are met! After mingling in our Reception area the ladies are then invited to find their seats in the event room beautifully decorated in this years surprise Theme! The atmosphere is breathtaking with tables set and hors d'oeuvres served. The Diamond Table raffle draw commences immediately with much excitement. No worries, if they miss the opportunity to win the Diamond Table, the Ladies have a chance to win the equally inviting "Gold" table for the 6th Annual Gala in 2017 by Live Auction! The room is adorned with a few special raffle tables where guests have the chance to win incredible gifts!!! You won't believe what we have in store for our Ladies this year! The bar is open followed by a "Fine Dining" buffet experience and then served desserts. A carefully planned schedule of draws and live auction items commence throughout the early evening as well as a Silent Auction with items to entice women shoppers. This year we have asked The Red Hotz to return as our entertainment as these ladies know how to get the party on their feet! If all that isn't enough, the night is capped off with a "Diamond Ring Giveaway", with a value of more than \$3,000.00! Every guest is eligible to win simply by being there! Our goal this year is to better our last enormously successful Gala and top our profits!

As the Gala is now Rotary's main fundraiser for the year we rely on support from the community and our local businesses especially during this most recent economic challenge. Please keep in mind that our services are called for now more than ever because of increased need. Our benefactors are as follows:

Community Programs and Projects

- Rotary House (Multiple Service Organizations)
- Rotary Trails
- Rotary Park
- Eagle Park Campground New Initiative
- High School Vocational Scholarships – both Frank Maddock High School and Holy Trinity Academy

Youth Programs

- Youth Exchange Program
- Interact Club Support
- RYLA (Rotary Youth Leadership Award)
- RYPEN (Rotary Youth Program of Enrichment)

- Canadian Tire Jumpstart
- Hot Lunch Program at local Elementary Schools
- Ongoing and New Legacy Projects Including:
 - a) Rotary Children's Library
 - b) EPAC Grand Piano
 - c) DVHCC Helipad Contribution
 - d) Community Paul Harris Fellowship Awards

International Projects

- Educating Children in Awaso, Ghana
- Funding a Brick Making Machine in Ogooma, Uganda
- Supplying Shelter Boxes annually to aid in Disaster Relief Efforts
- Polio Plus Support (Eradicating Polio Worldwide)

Our sponsors are recognized in a Power Point Presentation which runs throughout the evening of the Gala and an ad is placed in the local paper preceding the Gala.

Thank you so much for your consideration. We will look forward to your response. In the mean time, if you have any questions at all, please contact Jessica Saulnier at 780-898-7119 or jessica.saulnier@sunlife.com. In regards to donations and fundraising please call Donna Palmer at (780)621-6959, palmerd19@gmail.com. Thanks again!

Donna Palmer - Fundraising Coordinator



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	35 - 40 Volunteers Utilizes the Royal Canadian Legion
	not already be receiving direct or indirect support from the Town for the stated service	Fitness/Pool Passes
✓	address an identified need in the community or contribute to the common good of the community	Addresses the welfare of animals
✓	recognize the Town's contribution to the event or service sponsored	Sponsorship sheet on tables and letter of Thanks
✓	other revenue sources have been sought or obtained	Silent Auction Donations
✓	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?	Yes, \$485 awarded 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.)?	"Encourage community members to take ownership of their community to make it safer for everyone" (CSP)

Comments:

April 9, 2016 - Cause for Critters - 5th Raise the Woof Comedy Gala
Requesting \$1,000.00

Recommendation to Council:

Administration recommends \$1,000.00 be awarded to the 5th Raise the Woof Comedy Gala 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: MARCH 14, 2016 Event Date: April 9, 2016
Organization Name: CAUSE FOR CRITTERS ANIMAL RESCUE SOCIETY
Mailing Address: Box 7852, Drayton Valley, Alberta T7A 1S9
Contact Name: Mike Hust Title: Board Member At Large
Email: mikehust@telus.net or causeforcritters@gmail.com Telephone: 780-898-9323 or 898-7297

ORGANIZATION MANDATE

Description of the organization's mandate:

Ensure the overall welfare of the animal(s) in our care is immediately implemented including any veterinarian needs, vaccinations, spay/neuter.
Public education & involvement, reuniting with rightful owners, microchip for identification, adoption & placement.
Providing safe & secure shelter, foster care & recruitment. Visiting schools for mentoring purposes and young volunteer involvement.

STATED SERVICE

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

Cause For Critters presents the 5th annual Raise the Woof Comedy Gala April 9, 2016 from 7-11 pm at the Drayton Valley Legion #269 Hall. This gala features three (3) professional comedians, silent auction, 50/50 draw, door prizes, alcohol beverages and pizza slices for purchase.

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

Cause for Critters has a core of 35-40 volunteers that are involved in several aspects of our organization. Not to mention the animals in our care that will not have to experience unnecessary suffering.
The Royal Canadian Legion membership also benefit through the rental fee & promotion of the facilities.
The Raise The Woof comedy troupe benefits from us hiring them and promoting their product to benefit other worthwhile charities. (see www.woofraise.com) Also all the businesses who donated auction items or financial sponsorship are recognized during the event or any tertiary services rendered.

Additional Comments

Cause for Critters has submitted a copy of last year's Raise the Woof expense/profit sheet. Our silent auction items and donations, to date, will not come close to matching past Raise the Woof events, therefore we expect our profit margin to be halved or less. Our expenses, on the other hand, should be close or marginally higher to last year's (2015) event.

Also see attached list of companies we have placed letters for donation/sponsorship as of March 14, 2016.

Cause for Critters Member at Large,

Mike Hust

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

This is our major fund raiser therefore the monies raised help us continue with our mandate & sustain and grow the organization and it's volunteers.

We also recognize our relationship with the Legion impacts their membership and their facilities in a positive manner.

We acknowledge in both writing and verbally those businesses or private persons who assist us towards achieving our fundraising goals.

SPONSORSHIP REQUEST

Reason for request from the Town:

Because of the direct effect of the economy on local businesses it was expected we would experience a decline in overall donations and contributions. As was mentioned earlier this is our biggest fund raiser of the year and goes towards public exposure as well.

Also during these difficult times Cause For Critters feels that an affordable production such as Raise The Woof, should continue inspite of the lagging economy. We remain the most affordable event in town so everybody who enjoys quality comedy can attend.

Nature of the request and/or amount requested:

The cost of this production, according to last years numbers, was \$3500.

Cause For Critters requests up to the \$1000 or less, according to the guidelines of the Selection Committee.

This will assist us with the cost of the comedians. (production)

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 at the event verbally along with an information sheet placed at each table acknowledging premier contributors.

Thank you letters will be promptly sent out to other contributors to acknowledge our appreciation.

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: Milo H. A. Date: MARCH 14, 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.

*Raise the Woof Breakdown**April 11, 2015*EXPENSES

<i>Hall rental</i>	<i>288.75</i>
<i>Liquor</i>	<i>420.27</i>
<i>Hotel</i>	<i>306.18</i>
<i>Advertising</i>	
<i>Comedians</i>	<i>1800.00</i>
<i>Posters</i>	<i>258.00</i>

*Other expense 427.47**TOTAL 3500.6*INCOME

<i>Silent Auction</i>	<i>3353.00</i>		
<i>Cash Donations</i>	<i>2650</i>		
<i>Tickets</i>	<i>2375.00</i>	<i>GST</i>	<i>125.00</i>
<i>50/50</i>	<i>440.00</i>		
<i>Liquor</i>	<i>1802.36</i>	<i>GST</i>	<i>90.14</i>

*TOTAL 10620.36**PROFIT 7119.69 GST 215.14*

LETTERS FOR 2016 DONATIONS/SPONSOR	DONATIONS REQUEST	DONATIONS
Anytime Fitness	YES	
Al Barney	YES	
Apex/ Monarch	YES	
Appara Shoes	YES	
Arc Resources	YES	Suitcase
ATB	YES	
Rosalie Hamilton	YES	Blanket
B & B Liquor	YES	
Bellatrix	YES	
Bob Dale	YES	\$250.00
BMO	YES	
Brandette	YES	
Bumper to Bumper	YES	
CanVac (Seth)	YES	
Carlson Roberts Seely	YES	
CBS (Car Starters & Audio)	YES	
Century 21	YES	
Commercial Solutions	YES	
Crystal Glass	YES	
Drayton Valley Golf Club	YES	certificates
Duncan & Craig	YES	
Dunn-Right Communications	YES	
DV Meter	YES	
Evansburg Clothing Store	YES	ladies jacket
Feddema & Co	YES	
Fluids	YES	gift certificate
Frogbelly	YES	
Gregg Distributors	YES	
Hayduk Trucking	YES	
Home Hardware	YES	
Indigo	YES	
Kals Steak house	YES	
Kandrea	YES	
Keyera	YES	
Lewcam	YES	\$250.00
Lightstream	YES	
Nelson Bros	YES	
New Force	YES	
OK Tire	YES	
Pembina Pipelines	YES	
PileBase	YES	
Penn West	YES	
Pet Valu	YES	

LETTERS FOR 2016 DONATIONS/SPONSOR	DONATIONS REQUEST	DONATIONS
Precision Rentals	YES	
RBC	YES	
Reid Law	YES	
Remax	YES	
Royal Cleaning Solutions	YES	2 \$100 Gift Certificates
Scotia Bank	YES	
Sears	YES	
Service Credit Union	YES	
Sunkissed	YES	
Synopex Canada	YES	
TD Bank	YES	
Toyota	YES	
United Truck and Machine	YES	
Vital Safety	YES	
Warehouse One	YES	
Your Choice Embroidery	YES	

**Cause For Critters (Animal Rescue Society)
Presents:**



**Tickets \$25 in advance
\$30 at the door**

Silent Auction, 50/50 Draw

Winners TBA @ 10:30pm

**Cocktails at 7
Show at 8**

Tickets available:

CFC Shelter (Bay 3 5450-55St.)

Value Drug Mart Indigo Petz Pet Valu

For additional info please contact

CFC shelter @ (780) 898-7297

or contact Mike @ 780-898-9323

Website - www.causeforcritters.ca





Feb 19/16

Talked to Richest - he will pick up the application form for the Comm. Event Grant. If included in his application, I told him that Admin could decide on the Fitness/Pool passes early.

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Box 7852
Drayton Valley, AB
T7A 1S9
780-898-PAWS

CFC 5th Annual Raise the Woof Comedy Show

Dear Business Owner:

Cause for Critters is a non-profit registered charitable organization dedicated to the care and well-being of our local animal population. We are requesting donation items for our upcoming comedy night gala which includes a silent auction on **April 9, 2016**.

We also have **Sponsorship Opportunities** to help cover the cost of putting on this comedy gala.

1. Advertising – covers the cost of tickets, posters, media advertising (\$400)
2. Venue – rental and set-up fees (\$500)
3. Comedians – Raise the Woof provides professional stand-up comedians across North America at a very reasonable cost to charitable societies (\$1800)

We rely solely on money raised through donations, fundraising efforts in order to meet our expenses incurred with veterinarian costs which include spay, neuter, microchip, vaccination & food and safe shelter (Thanks to Gruber Holdings).

We have rescued and found homes for approximately 1000 animals since 2009. Because of the valuable work we do within the community, we believe that the Drayton Valley Cause for Critters Animal Rescue Society is deserving of your support and we will strive to make your organization proud to be associated with our efforts.

Items donated for the auction will need to be received by **April 7, 2016**. For further information or to get items picked up please contact Christy Skelton at 780-514-0268 or Mike Hust at 780-898-9323. Donations can also be left at the Shelter;

Monday to Friday 1-5PM

Address: 5450 55 street Bay # 3

Shelter Phone number 780 898-7297

Thank you for your time and supporting our community.

Sincerely
Christy Skelton
President of CFC



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	1,000 archers Grades 4 - 12 from across Alberta
✓	not duplicate past or present local services (unless a need can be demonstrated)	Co-hosted by Brazeau Bowbenders Archery Club
✓	provide equal access to the service without discrimination	40 volunteer and 200 spectators
✓	not already be receiving direct or indirect support from the Town for the stated service	received full refund on Omniplex deposit
✓	address an identified need in the community or contribute to the common good of the community	Yes
✓	recognize the Town's contribution to the event or service sponsored	In Program, Thank you on SCI Facebook Page
✓	other revenue sources have been sought or obtained	\$1,000 fr. County possible \$5,000 fr. CIP
✓	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?	Yes, \$2,500 awarded 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.)?	Have Drayton Valley participate in wide scale initiatives (provincial, national) which benefits the community (SDP)

Comments:

April 27 - 30, 2016 - Safari Club International (Drayton Valley Chapter) - 2016 National Archery in Schools Program Provincials
Requesting \$5,000

Recommendation to Council:

Administration recommends \$1,500.00 be awarded to the " 2016 National Archery in Schools Program Provincial 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: March 25, 2016 Event Date: April 27-30, 2016

Organization Name: Safari Club International (SCI) Drayton Valley Chapter

Mailing Address: Box 6534, Drayton Valley, T7A 1R9

Contact Name: JeanAnne Teliske Title: SCI NASP Coordinator

Email: jprysliak@gmail.com Telephone: 780-898-9445

ORGANIZATION MANDATE

Description of the organization's mandate:

We are a society of avid hunters and outdoor enthusiasts who are dedicated to promoting responsible use of our natural resources. We care about hunting, fishing, wildlife and outdoor experiences within the natural environment we all live in and enjoy. We are passionate about protecting and conserving the outdoors and its resources for generations to come. Through our parent organization - Safari Club International - we promote and present a number of wildlife conservation and humanitarian efforts within our community.

STATED SERVICE

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

The 2016 National Archery in the Schools Program (NASP) Provincials will be hosted in Drayton Valley from April 27-30th at the Wellhouse Supply Warehouse (54616 Industrial Road). The competition will run from 12pm-6pm on the 27th and from 10am-7pm on the 28th-30th. Over 1,000 archers in Grades 4-12 from across the province will be competing for individual and team awards. Along with the archery competition, there will be activities for athletes and spectators to participate in. These activities include face painting, an interactive fishing game, and NASP archery trailer.

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

SCI Drayton Valley Chapter and the Brazeau Bowbeders Archery Club will be hosting this event. Over 1,100 archers are already pre-registered for the event and we expect over 1,000 will participate. Over the four days we also expect approximately 40 volunteers and 200 spectators to be a part of the event.

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

SCI Drayton Valley and the Brazeau Bowbenders have seen the positive impact NASP has had on those who participate and believe it is important to involve youth in activities that are inclusive and teach discipline while increasing self-confidence. Both organizations will not benefit financially from the event. Any funds raised that are leftover after the event is completed will be put back into NASP in our community to fund the purchase of more equipment and future instructor trainings. NASP Provincials is a very inclusive event as there are no qualifying competitions to attend. NASP gives everyone the chance to be a part of a team and compete among their peers.

SPONSORSHIP REQUEST

Reason for request from the Town:

SCI Drayton Valley and the Brazeau Bowbenders have committed over \$100,000 towards NASP in our community and area. These funds have already been allocated to school equipment packages, fun shoots, the 2015 NASP Provincials and instructor trainings. As NASP is in every school within Drayton Valley, we believe the Town of Drayton Valley has a great opportunity to support this amazing program and event.

Nature of the request and/or amount requested:

\$5,000 to be used towards the Wellhouse Supply Warehouse usage, rentals (see attached budget), and Flower Farm expenses.

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?

Upon notification of funding, the Town of Drayton Valley logo will be placed in the event program (if notification is made prior to printing of the program) and will be placed on signage at the event. We will also thank the Town of Drayton Valley on the SCI Drayton Valley Facebook page as well any media follow-up regarding NASP Provincials.

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: March 25, 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.

Budget Costs

1. Wellhouse Warehouse Usage (water, power, etc)	-\$1000
2. Banners and school signs	-\$1000
3. Food (Volunteers)	-\$1000
4. Target stands/welding/carpet	-\$200
5. Insurance (extra through HUB)	-\$500
6. Media (ads and town board)	-\$1000
7. Participant gift bags/etc	-\$1000
8. Flower Farm	-\$3000
9. Programs & Promo Poster	-\$1500
10. Volunteer gifts /extra costs	-\$1000
11. Entertainment (facepaint, games,/etc)	-\$1500
12. Rentals (Floor cleaner, audio system)	-\$1000

Sub total on costs **\$ 13,700**

Other Organizations/Grants that have been approached or applied for:

Community Initiatives Program (CIP) Grant (not confirmed): \$5,000

Brazeau County (confirmed): \$1,000

*The Brazeau Bowbenders Archery Club and SCI Drayton Valley Chapter will cover all remaining costs not raised through sponsorships and grants.



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	Thunder - Beer Gardens, CT4DV - silent auction & 50/50, DVM Hockey popcorn & water
✓	not duplicate past or present local services (unless a need can be demonstrated)	No duplication
✓	provide equal access to the service without discrimination	Expecting 4,000 spectators
✓	not already be receiving direct or indirect support from the Town for the stated service	Requesting fees to cover Omniplex charges (clean up dirt, hospitality room & rodeo rent)
✓	address an identified need in the community or contribute to the common good of the community	Yes
✓	recognize the Town's contribution to the event or service sponsored	Poster, Program, Website, Banner, Chute sign, radio & newspaper
✓	other revenue sources have been sought or obtained	Yes
✓	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?	Yes, \$2,000 awarded 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.)?	"Continue planning with community organizations and businesses to provide the appropriate cultural facilities for the community" (SDP)

Comments:

April 28 to May 1, 2016 - Drayton Valley Pro Rodeo Society - 2nd Annual Pro Rodeo
Requesting \$6,500

Recommendation to Council:

Administration recommends \$1,000.00 be awarded to the "2nd Annual Pro Rodeo" to help offset facility rental fees 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: Feb 8, 2016 Event Date: April 28-30 May 1

Organization Name: Drayton Valley Pro Rodeo Society

Mailing Address: Box 5112 Drayton Valley AB T7A 1R3

Contact Name: Carmen Pietsch Title: Secretary/Treasurer

Email: tpietsch@xplornet.ca Telephone: 780-682-2273
780-898-0007

ORGANIZATION MANDATE

See Attached sheets

Description of the organization's mandate:

1) The Drayton Valley Pro Rodeo Society is a non-profit organization dedicated to bringing the very best in Rodeo to Drayton Valley and the surrounding areas.

STATED SERVICE

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

2 We are putting on our Pro Rodeo in Drayton Valley in the Omniplex. Each is April 28, 2016 10am-3pm

Ruf #1 - ~~May~~ April 29, 2016 7pm

Ruf #2 - April 30, 2016 - 7pm

Ruf #3 - May 1, 2016 - 2pm

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

3 *See Attached sheet*

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

4

See Attached Sheet

SPONSORSHIP REQUEST

Reason for request from the Town:

5

We are requesting money from the town because we have a \$103,000 budget for our Pro Rodeo and it will help in our fundraising efforts. It would in turn help out other groups who are fundraising at our rodeo.

Nature of the request and/or amount requested:

6

We are applying for the cost of putting the rodeo on but are open to any sponsorship. Since we are ~~covering~~ covering the cost of moving the dirt in and out we were hoping for help to cover rent and additional cleanup costs. This amount is 2000 for cleanup + haul away manure and 4500 for Rent on the Omniplex.

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
☒ sponsor letter.

How will sponsoring organizations be recognized?

7

Depending on the level of sponsorship we put the name on the poster, radio, newspaper, radio program, radio website banner, chute sign and announced by the announcer over the rodeo weekend.

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: Cameron Putsch Date: Feb 8/16

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.

Community Event Grant 2016

1) Organizations Mandate: The Drayton Valley Pro Rodeo Society is a non-profit organization, dedicated to bringing the very best in rodeo to Drayton Valley and the surrounding areas.

2) Dates of initiative: Slack(extra entries) April 28th, 2016 10am-3pm

Perf #1 April 29th, 2016 7-10pm

Perf #2 April 30th, 2016 7-10pm

Perf #3 May 1st, 2016 2pm-5pm

3 & 4) Number of Individuals that will benefit from our rodeo and manner it will benefit them: With the help from the town a few different groups, nonprofit organizations and individuals will benefit.

a. We as the Drayton Valley Pro Rodeo will benefit from the rodeo because we will see all of our hard work come to light and be able to put on a pro rodeo for the public's Western entertainment. This is our 2nd annual rodeo and we hope to keep putting the rodeo on for years to come.

b. The spectators will benefit by being able to have the best rodeo, cowboys, and rodeo stock in North America right in Drayton Valley for their enjoyment. We have reasonable prices for families and weekend passes for individual who want to take in the whole rodeo weekend. In this tough economic times people need reasonable priced entertainment.

c. The Drayton Valley Thunder AJHL hockey team will benefit from the rodeo again this year by hosting the beer gardens during our rodeo like they did last year. They are even talking about having a dance this year.

d. The CT4DV will benefit again from the rodeo by hosting a silent auction and all 3 days of the 50-50. They did very well last year and should do the same this year.

e. Drayton Valley Minor Hockey will benefit from the rodeo this by selling popcorn and water. This will help their fundraising efforts.

f. Anyone wanting to use dirt in an indoor facility will benefit because we are working with the town to put the dirt in for a month or two depending on who wants to use it.

g. The concessions at the Omniplex will benefit from us having the rodeo because we had over 4000 people there last year over the 4 days of our rodeo.

h. The Businesses in Drayton Valley will benefit from our rodeo because we will have over 4000 people in the town spending money at gas stations, restaurants, hotels, and other businesses. In a this hard economic time any outside people spending money in our town helps everyone.

8) Other organizations that have been approached for sponsorship are: DVHT, Brazeau County, and we've been going around to about 100 businesses and handing out sponsor letters, emailing letters and making phone calls.

2016 Drayton Valley Pro Rodeo Budget and Actual Costs

Page 142 of 214

Description	Budgeted Cost	Actual Costs	Sponsor
Advertising	\$3,000.00		
Ambulance x4	\$3,000.00		\$30 per hour
Announcer	\$3,000.00		
Bull Fighters 2X 3days	\$2,400.00		\$400 per perf ROOM X2
Camp Stalls for Help	\$500.00		
Chute Boss	\$300.00		ROOM
Clean up & Haul Away	\$2,000.00		
Committee shirts	\$500.00		
Contests	\$500.00		
CPRA Sanctioning Fee	\$2,500.00		
CPRA Secretary	\$1,260.00		\$300 per perf
Sponsor letters/Thank you	\$500.00		
Feed For Stock	\$1,200.00		
Hired Clean up & Parking	\$600.00		
Hospitality Room	\$1,500.00		Rent
Insurance -Director	\$500.00		
Insurance- Rodeo	\$1,100.00		
Insurance- Warma	\$375.00		
John's stock	\$10,000.00		
Judges 2x4 days	\$2,300.00		\$275 per perf and slack as CPRA ROOM
Society Set up	\$200.00		
Office	\$500.00		
Convention CPRA	\$500.00		
Pick up Men 2x 3days	\$2,400.00		\$400 per perf
Community Donations	\$0.00		
Prize Money/ BB	\$3,000.00		
Prize Money/BR	\$3,000.00		
Prize Money/LBR	\$3,000.00		
Prize Money/SB	\$3,000.00		
Prize Money/SW	\$3,000.00		
Prize Money/TDR	\$3,000.00		
Prize Money/TR	\$3,000.00		
Programs x4	\$1,500.00		
Banking	\$250.00		
Rent Rodeo	\$3,000.00		
Rooms	\$2,500.00		8 ROOMS(4 FOR 3DAYS 3 FOR 2DAYS 1 Sat,
Security-night	\$1,000.00		
Set up and Clean up	\$17,000.00		Could be as high as \$25 000
Hired Help	\$300.00		
Sub contractor	\$7,000.00		ROOM
Supplies for rodeo	\$3,000		
Tickets & Wristbands	\$600.00		
Timed event stock	\$5,000.00		ROOM
Timers 2x4days	\$1,200.00		\$150 per perf ROOM
Website	\$ 150.00		
Cowboy Therapy	\$150.00		Paid for supplies
Grand Total	\$104,285.00	\$ -	

<u>Revenue</u>				
Sponsorship Collected	\$2,500.00			
Sponsorship Committed	\$10,000.00	Sponsors that have said yes		
Admission from Spectators	\$25,000.00	about 500 people a day but hoping for more		
Grants and other sponsors	\$65,000.00			
	\$102,500.00			

Drayton Valley Pro Rodeo

Non-Profit Society # 5018764117

Box 5112 Drayton Valley, AB T7A 1R3

780-542-1847

Email-tpietsch@xplornet.ca

Website-draytonvalleyprorodeo.com

January 10th, 2016

Dear Business Owner

The Drayton Valley Pro Rodeo Society is a non-profit organization, dedicated to bringing the very best in rodeo to Drayton Valley and the surrounding areas.

Pro Rodeo is coming to Drayton Valley for its 2nd year and we want you to be involved! We would like you to partner with us and bring the exciting sport of Professional Rodeo to Drayton Valley.

The 2nd annual Drayton Valley Pro Rodeo will be held April 29, 30 & May 1st 2016 at the Drayton Valley Omniplex. Our 1st Annual rodeo was a huge success and we look forward to the same this year. We had a sellout crowd Saturday night and near capacity crowds the other 2 nights. We had 382 contestants participate in the 4 days of rodeo.

Your sponsorship dollars will go towards perpetuating this Pro Rodeo. Once more we intend to involve other community groups and assist them in their fundraising efforts to better the community as a whole. Last year the DV Thunder Hockey Team hosted the beer gardens and did very well and are hosting it again in 2016. CT4DV(CT Scanner for Drayton Valley Hospital) will again be doing the 50-50 and hopes to do as well as last year.

Please see the attached sponsorship level sheet and the many options available to your business. When you pick the level that best suits your business, fill out the sheet, contact a committee person or forward your donation to our address.

We welcome your donations. Whatever you decide to do in way of support of the Drayton Valley Pro Rodeo Society this year will be spectacular.

We thank you in advance and look forward to working with you to make the 2nd Annual Drayton Valley Pro Rodeo a huge success

Sincerely

Tyson Pietsch

President

Drayton Valley Pro Rodeo Society

"The Drayton Valley Pro Rodeo supports local businesses and services"

Platinum Sponsor \$5000 & up

- Flag in Grand Entry(Supplied by sponsor)
- On poster if paid by March 1st and on radio/newspaper ads if paid by April 1st
- Large ad on Website and Company Logo on our website home page
- Full page ad in program
- Banner on announcer stand (Supplied by sponsor)
- 8 VIP Passes to rodeo weekend and sponsor night

Gold Sponsor \$3000 to \$4999

- Large ad on Website
- 1/2 page ad in program
- 2 banners-1 on arena fence and 1 on walking track(Supplied by Sponsor)
- 6 VIP Passes to rodeo weekend and sponsor night
- Some Sponsorship opportunities are -Event sponsor(14 available), announcer sponsor, kids contest pizza party(name on letter to school kids if paid by March 1st)

Silver Sponsor \$2000 to \$2999

- Medium ad on Website
- 1/4 page ad in Program
- 1 Chute sign on the chutes(first 8 paid get choice of chute sign) or banner on arena fence(Supplied by Sponsor)
- 4 VIP Passes to rodeo weekend and sponsor night
- Some Sponsorship opportunities are - sponsor of timers, bullfighters, feed for stock, hospitality room, secretary, wristbands

Bronze Sponsor \$1000 to \$1999

- Small ad on Website
- Business Card Ad in Program
- 1 Banner on Walking Track(Supplied by Sponsor)
- 2 VIP Passes to rodeo weekend and sponsor night

Contact Carmen (780-682-2273) for sizes of flags, banners, and Chute signs

Drayton Valley Pro Rodeo

Box 5112 Drayton Valley, AB T7A 1R3

780-542-1847

Email-tpietsch@xplornet.ca

Website-draytonvalleyprorodeo.com

Please Make Cheques Payable to: **Drayton Valley Pro Rodeo Society**

Company

Name: _____

Donation

Amount: _____

Contact

Person: _____

Comments and

Suggestions: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Donation Level and option if

Applicable: _____

President -Tyson Pietsch - 780-682-2273
780-542-1847 --tpietsch@xplornet.ca

Vice President- Lorne Sheaves-780-234-5232 -
lsheaves@hotmail.com

2nd Vice- Dustin Duffy-780-682-3724
dallas4@xplornet.ca

Secretary/ Treasurer - Carmen Pietsch-
780-682-2273/780-898-0007-
tpietsch@xplornet.ca

Marketing Director- Gustav Pietsch-780-898-8412
gustav.pietsch@outlook.com

Entertainment Director-Cassie Anderson-
780-517-4715--cass_and00@hotmail.com

Director - Curtis Cocke - 780-722-2598--
curtisc@spiritenergysolutions.com



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	using Omniplex parking lot
✓	address an identified need in the community or contribute to the common good of the community	Raise funds for Food Bank, MAT Program & Warming Hearts project
✓	recognize the Town's contribution to the event or service sponsored	Event signage & thank you card
✓	other revenue sources have been sought or obtained	Seeking Thunder In The Valley 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?	Not 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.)?	"Encourage & support local groups & organizations, businesses & governments to work collaboratively" (SDP)

Comments:

July 16, 2016 - Northern Thunder Car Club - 18th Annual Show & Shine
Requesting \$3,500

Recommendation to Council:

Administration recommends \$1,000.00 be awarded to the "18th Annual Show & Shine" to support the Outdoor Theatre 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: feb/23/2016 Event Date: july/16/2016

Organization Name: northren thunder car club.(thunder in the valley)

Mailing Address: po box 6962 drayton valley ab t7a1s3

Contact Name: george paterson Title: treasure ntcc. chair operations titv

Email: geogto70@gmail.com./ mechanic@draytonvalley.ca Telephone: 780-514-6322

ORGANIZATION MANDATE

Description of the organization's mandate:

the ntcc would like to continue our local fundraising efforts to raise funds for groups in town. ex. food bank, mat program, helping hearts, ect. the club has donated to these organizations this year already .with the cancellation of thunder in the valley for 2016. our mandate is still to raise funds for the community.

STATED SERVICE

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

on july 16/2016. the club is going to try hosting an outdoor drive in theater,bbq.and pancake breakfast in junction with the clubs 18th annual show & shine on the 17th july 2016. we are proposing to use the omniplex parking lot from 400pm to aprox 200am for the bbq & drive in. the breakfast& show & shine is to be held at canada tire. the sound for the movie is broadcast on fm radio to the cars. so there should be limited noise for local residents.

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

the hotel ass. resturants,fuel stations as well as local organizations as stated; food bank , mat program, helping hearts. we would like to have local organizations involved as well to do the bbq & breakfast for there own fund raisers. we will also be contacting clubs such as the mens rugby team to help with security ect.

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

any organization or club will either keep funds from there involvment ex ; hosting bbq. or will recieve monitary funds from the event. these funds hopefully will help them with their mandates as well keep the ntcc & titv names & mandates out there as local fund raising organizations.

SPONSORSHIP REQUEST

Reason for request from the Town:

as the town has always been involved with the car club & thunder in the valley we would hope that the town would continue its much appreciated support for this fund raising event to help the local organizations in need, especially with the economy the way it is.

Nature of the request and/or amount requested:

northren thunder car club is requesting \$3500 or any part of this to cover screen rental for the event.also to wave the rental charge for the omniplex parking lot.

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

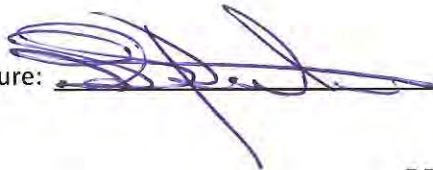
How will sponsoring organizations be recognized?

sponsoring organizations will have banners or signage displayed at the event along with posters to be posted around town and at other car or race events held in westren canada. there will be thank you cards sent out & thank you adds in the paper. there will be no cost involved in signage as we have these already.we will also be posting this event on ntcc & titv web sites & facebook. hopefully on town sites as well.

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: _____

FEB 24/16

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.

The northern thunder car club has the ability and experience to host an event of this caliber and does not expect any major problems. That saying , these are still outdoor events and are weather dependant.

EXPENDITURES:

Fresh aid media- \$3500 + gst

Portable washrooms-\$650 +gst

Fencing-500 + gst

Food & condiments-\$600 + gst

Security-\$300

Advertising-\$400 + gst

Parking-235+gst

Film makers institution-375 + gst

Total \$6560 +gst

REVENUE:

Attendance- \$5000

Show& shine-\$1500

Food -\$2500

Sponsorship -\$20000+

We are hoping to cover expenses from sponsorship, donations & grant. The sponseres we are going to contact are the same ones that supported thunder in the valley and the car club. We are hoping that they will support us BUT on smaller scale. At this time we are just starting to contact them.

Partial list attached.

Thank you George Paterson

From: [George Paterson](#)

Sent: Tuesday, August 11, 2015 11:06 AM

To: <mailto:office@windsorgraphics.ca>

Subject: thunder in the valley sponsors to date

The brick. Dv Toyota. Bri-dal drilling. Brandette. Dv rentals. Hayduk picker services. Pembina tubing inspections. United truck & machine. Rebel energy services. Bgk sprayers. Fountain tire. Cascade services. Rpm steam & vac. Hvo oilfield. Bob dale oilfield. Dv hospitality & tourism. Source industrial hose & fittings. Grande tire. Kal tire. Earth & iron. Big west dodge. Acr rentals. Finning Edmonton. Martin deerline. Tko rentals. Pile Base contractors. Paradise trucking. Black diamond rentals. Presision rentals. Total oilfield. Brains automotive. Sobys. Julies independent foods. Dv bakery. Petrocan south. Nelson bros. jakes rentals. Bar dk tents. Weyerhaeser. Town of drayton valley. Brazeau county. Bd lock & key. Dream car restorations. Straight vac. Trail blazer. Ufa.

George Paterson

From: Steven Szelekovszky [coordinator@freshairmedia.ca]
Sent: Monday, February 22, 2016 11:59 AM
To: George Paterson
Subject: FAC in Drayton Valley - Northern Thunder Club - July 16, 2016
Attachments: 1 - PUBLIC PERFORMANCE MOVIE LICENSE INFO_v.3.0.pdf

Hi George!

It's Steven here from Fresh Air Cinema. Thanks so much for giving us a call about possibly doing a Drive In event with us for July 16, 2016. As promised, I said I'd give as much info as possible for you about doing an event with us, so here we go!

You're looking to do a Drive In for approximately 200 cars on Saturday, July 16, 2016. As I mentioned, our Drive in screen sits approximately 3-4 stories tall, and can easily accommodate that kind of crowd. We can provide all of the equipment needed for the event, ie. Power, Audio equipment, Video equipment, FM Transmissions, etc. The only thing we ask you guys to provide is two copies of the film you want to show, as well as getting the movie license for the event. We ask you guys to provide it because you know more about the event than us. The crowd expected, if your charging admission, etc. I've attached a PDF to this email with any info you might need about getting a license for your movie.

Also, I mentioned that we can set up on just about any flat surface. If we're setting up on grass, dirt, gravel, etc we most likely can use 3.5 foot stakes into the ground, and we just get you guys to check with the city/county for underground lines. If we're setting up on harder surfaces such as concrete we organize something else, like vehicles or cement blocks.

And finally, the quote I gave you for the drive in was \$4150.00 + tax for the drive in. That includes everything. Mileage, labour, and all rental costs. I'm still just waiting on my boss about whether that will be the final quote or if it's a bit different, so I'll let you know ASAP about that one.

I think that's everything! If I forgot something, just let me know, otherwise let me know if you have any other questions! Thank you so much again George, and hopefully I'll hear from you soon.

Cheers!

Steven Szelekovszky

Event Coordinator

FreshAirCinema - The Outdoor Movie Company

Office: 403.358.4285

Mobile: 403.352.5495

Email: coordinator@freshairmedia.ca

George Paterson

From: Steven Szelekovszky [coordinator@freshairmedia.ca]
Sent: Monday, February 22, 2016 12:01 PM
To: George Paterson
Subject: Final Quote:

Perfect timing. I just heard back from my boss about your event, and what we can do is do your event for \$3500 plus tax, instead of the usual rate of \$4150. So we'll take \$650 off the cost.

I hope that works for you guys! Let me know if you need anything else. And if you'd like me to get that date in, just shoot me an email, and I'll do up the paperwork.

Thanks George!
STEVEN

AGENDA ITEM:	Automated Traffic Enforcement Fund Allocation Policy A-04-14 and Traffic Advisory Committee Terms of Reference
Department:	Administration & Protective Services
Presented by:	Councillor
Support Staff:	Dwight Dibben

BACKGROUND:

At the time of implementing the Automated Traffic Enforcement in the community, Council directed that the funds received from this process be held in a Safe and Healthy Community Reserve. The intent of such a reserve was that funds would be utilized for initiatives within Drayton Valley with a safety or health focus.

Under the proposed Policy, the breakdown of the allocation of the reserve funds is initially as follows:

- a. Up to fifty percent (50%) – Safe and Healthy Community Allocation;
- b. No less than forty percent (40%) – Life-cycle Capital Replacement Plan; and
- b. Up to ten (10%) - participatory budget (PB)

The attached Policy stipulates that Administration will review applications for funding which meet the criteria for safe and healthy community projects and makes recommendations to Council for allocation of those funds.

The purpose of Automated Traffic Enforcement within the community meets the goals of both the Community Sustainability Plan and the Social Development Plan to establish a Community thriving in Wellness, Health, and Safety. With the creation of this fund, money can be target towards projects that meet the goals of safety and health initiatives.

In ongoing efforts to increase safety for the users of roads within Drayton Valley, the Traffic Advisory Committee Terms of Reference set out the mandate of the Committee and its composition. Council is being asked to approve the attached Terms of Reference, after which Committee members can be appointed.

MOTION:

That Council approve Automated Traffic Enforcement Fund Allocation Policy A-04-14, as presented.

That Council approve the Traffic Advisory Committee Terms of Reference, as presented.



TOWN OF DRAYTON VALLEY

Subject:	Automated Traffic Enforcement Fund Allocation Policy	Policy No.:	A-04-14
Department:	Administration		
Approval Date:	August 6, 2014	Review Date:	April 20, 2016
Associated Policies:			

Automated Traffic Enforcement Fund Allocation Policy

Purpose

Council for the Town of Drayton Valley (hereinafter referred to as the “Town”) has determined that the implementation of Automated Traffic Enforcement will provide for the safe flow of vehicles and pedestrians, resulting in safer roadways.

All net municipal revenues from Automated Traffic Enforcement (hereinafter referred to “ATE”) are to be distributed in a manner that enhances and preserves the safety and health of our community and takes into consideration longer-term needs community assets. This Policy also considers the possibility that this revenue stream may be significantly reduced or discontinued at any point in time and in a way that is beyond the control of the Town.

General Policy

1. It is Council’s intention that all funds received from ATE will be held in reserves and allocated to enhancing a safe and healthy community. Funding, through the Safe and Healthy Community Reserve, may be provided for Town programs or projects such as, but not limited to, the following:
 - a. community safety initiatives;
 - b. community health and resiliency initiatives; and
 - c. activities geared towards communities of interest (such as, but not limited to, youth summer camps and adult defensive driver programs).

Subject:	Automated Traffic Enforcement Fund Allocation Policy	Sign off:	
Department:	Administration		
Approval Date:	August 6, 2014	Review Date:	April 20, 2016

Definitions

2. Within this Policy the following definitions shall apply:

Life-cycle Capital Replacement Plan – means a long-range financial program established to manage the ongoing needs of the Town’s existing and future physical assets, to ensure the economical, efficient and effective performance of the assets and focused on assets relative to the safety and health of the community;

participatory budget - a democratic process where community members directly recommend how to allocate part of the ATE funds.

Safe and Healthy Community Allocation – means annual monies issued by the Town from ATE net revenues which support programs or projects primarily designed and delivered for the general public, including but not limited to:

- community safety initiatives;
- community health and resiliency initiatives; and
- activities geared towards defined portions of the community (such as, but not limited to, youth summer camps and adult defensive driver programs).

(hereinafter collectively referred to as a “service”);

Safe and Healthy Community Reserve or Reserve– the specific reserve chosen by Council to receive that portion of the ATE funds for any given year or years;

Responsibilities

3. Town Council will review and approve any revisions to this Policy.
4. The CAO will review and approve any procedures related to this Policy.
5. Administration will:
 - a. carry out the Policy based on established procedures; and

Subject:	Automated Traffic Enforcement Fund Allocation Policy	Sign off:	
Department:	Administration		
Approval Date:	August 6, 2014	Review Date:	April 20, 2016

- b. have the responsibility of reviewing proposals for the Safe and Healthy Community Allocation and make recommendations to Council.
6. The organization requesting support must:
 - a. be based in Drayton Valley;
 - b. be supported by the Drayton Valley community at large;
 - c. not duplicate already existing services in the community, or show that duplication is necessary in order to meet community needs;
 - d. provide opportunities for community access and involvement within their organization, without regard to race, sexual orientation, religion, creed, gender, or disability;
 - e. carry adequate insurance to protect any sponsoring agency; and
 - f. show continuing effort in remaining financially independent and viable.
7. Organizations or services that will not be considered for allocation include, but are not limited to:
 - a. services that take place outside of the community or remove funds from the community;
 - b. religious institutions or organizations;
 - c. commercial (for-profit) services;
 - d. ongoing operational budgets for organizations;
 - e. organizations that have restricted membership; and
 - f. Provincially or nationally-based organizations that do not have an organized presence in the community.

Subject:	Automated Traffic Enforcement Fund Allocation Policy	Sign off:	
Department:	Administration		
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8. The Town recognizes that certain major community events may be organized and hosted for the Town and its surrounding communities by local organizations or committees. These events may fall within the auspices of the general operations of the Town and may be excluded from receiving support allocation. The approval of these events is at the discretion of Town Council.

Procedure

9. All net Municipal revenue from automated traffic enforcement shall be designated from time to time by Council, but initially as follows:
- a. Up to fifty percent (50%) – Safe and Healthy Community Allocation;
 - b. No less than forty percent (40%) – Life-cycle Capital Replacement Plan; and
 - c. Up to ten (10%) - participatory budget (PB)
10. All net revenue from ATE not allocated in any year will be maintained in the Safe and Healthy Community Reserve. Town Council will make all decisions regarding use of this Reserve in accordance with this Policy, through the budget process or otherwise.

Safe and Healthy Community Allocation

11. Organizations or individuals desiring support from the Town through the Reserve must submit a written proposal to the Town in the form prescribed by the Town. The proposal must provide, but may not be limited to, the following:
- a. details of the service, listing any date(s), time(s), location(s), and activity(ies) to be undertaken;
 - b. the number of individuals or organizations that will benefit from the service;
 - c. the manner in which individuals or organizations will benefit from the service;
 - d. evidence of support from the community;
 - e. the reason for requesting support from the Town;

Subject:	Automated Traffic Enforcement Fund Allocation Policy	Sign off:	
Department:	Administration		
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- f. the nature of the support, including the amount of funds requested;
 - g. a budget or business plan for the service requiring support, showing anticipated revenue sources and expenditures;
 - h. contact information, including name, address, telephone number and email address;
 - i. a list of other organizations that have been, or will be, approached for sponsorship;
 - j. how the organization or individual will show evidence of the service achieving its intended goals; and
 - k. a description of how sponsoring organizations will be recognized.
12. Administration shall review each proposal for support through the Safe and Healthy Community Allocation. Decisions to support applications will be based on the individual or organization's ability to address the following criteria, whereby the stated service must:
- a. benefit the safety or health of the community as a whole, or a specific major group within the community;
 - b. not duplicate past or present local services, unless a need to do so can be demonstrated;
 - c. provide equal access to the service, without discrimination;
 - d. not already be receiving direct or indirect support from the Town for the service;
 - e. address an identified safety or health need in the community and contribute to the common health or safety of the community; and
 - f. recognize the Town's contribution to the stated service.

Subject:	Automated Traffic Enforcement Fund Allocation Policy	Sign off:	
Department:	Administration		
Approval Date:	August 6, 2014	Review Date:	April 20, 2016

13. Allocation may be provided for the full amount of the request, or for any portion of the requested contribution. Use of the allocated funds shall be completed within a period of time determined by the Town on a case-by-case basis (such as within thirty days of the completion of a safe driving program); unused funds shall be returned to the Town for reallocation through the Safe and Healthy Community Allocation.
14. The amount of funds to be distributed in a fiscal year may not exceed the total amount identified by the Town in its annual budget. Any remaining funds in this allocation will remain in the Safe and Healthy Community Reserve and may be accruable to the next fiscal period.
15. At its discretion, the Town retains the right to refuse any request or to make an exception should a request not meet all of the Policy criteria but still be deemed to be worthy of review.
16. Allocation recipients must submit a final report, with a Financial Statement, to the Town within ninety (90) days of the stated service end date. No subsequent allocation application will be considered until such time as the report has been received by the Town.

Mayor

Approval Date

Traffic Advisory Committee

1.0 Background

- 1.1 With the implementation of automated traffic enforcement, it is recommended that a Committee be established to bring forward and discuss items of concern regarding traffic and traffic safety within the Town.

2.0 Goals/Objectives

- 2.1 The Committee is established to increase traffic safety, address areas of concern regarding traffic, and provide advice to Administration and Council regarding various courses of action, initiatives and troubleshooting. The Committee shall also be tasked with establishing a consistency of standards and criteria for the application of procedures regarding traffic concerns.

3.0 Committee Membership/Composition and Term

- 3.1 The Traffic Advisory Committee will comprised of:
- Members at Large (3)
 - Director of Emergency Services or designate
 - RCMP Detachment Commander or designate
 - Bylaw Officer
- 3.2 Subject matter experts the Committee deems required for meetings will be invited and shall include, but are not limited to, Regional Traffic Safety Coordinator, ITS, Global Traffic Group Ltd., CPOs, Department Directors.
- 3.3 A Member at Large will be designated as the Chair of the Traffic Advisory Committee.
- 3.4 The CAO, Director of Engineering and Development, and Director of Corporate Services are ex-officio member of the Traffic Advisory Committee.
- 3.5 Members at large are appointed by Council for a up to a three (3) year term on a rotating basis so as not to have all members at large departing the committee at the same time.
- 3.6 The term of office of members at large may be renewed by Council but in no event shall a member at large serve more than 3 consecutive terms.
- 3.7 Remuneration for Members at Large shall be in accordance with the Council Remuneration Policy C-01-00
- 3.8 Quorum shall be the majority of the Committee members and decisions shall be made by consensus.

4.0 Operations

4.1 The Committee may:

- review traffic and pedestrian safety programs and concerns through education, awareness, and public relations;
- explore, identify, and assess feasibility of strategies; and
- endorse strategies to Council that will promote traffic safety within the Town of Drayton Valley.

4.2 The Chair shall:

- chair Committee meetings;
- work with the Bylaw Officer to set meeting Agendas; and
- liaise with Council by attendance at meetings upon request of the Mayor and/or Council.

5.0 Accountability

5.1 The Chair of the Committee, or designate, shall report to Council on behalf of the Committee.

5.2 The Committee shall make recommendations which shall be reviewed by Administration and proceed on to Council, unless an operational situation can be solved within Administration's mandate.

5.3 The Committee shall keep a record of its meetings and provide minutes of all meetings to Committee members prior to the next regularly scheduled meeting.

5.4 The Committee will meet as scheduled annually and with additional frequency if desired by the Committee.

6.0 Expiry Date

6.1 The Committee shall review the Terms of Reference annually.

AGENDA ITEM: 8.5	Audited Financial Statements for 2015
Department:	Treasury
Presented by:	Councillor Wheeler
Support Staff:	Dwight Dibben, CAO

BACKGROUND:

Further to the presentation of the 2015 Audited Financial Statements by Phil Dirks of Hawkings Epp Dumont earlier this morning, Administration recommends that Council pass a resolution to receive the report as information.

MOTION:

That Council receives the presented Audited Financial Statements for 2015, as information.

Information Items

11.0	Information Items	Pages
	11.1. Drayton Valley & District Family & Community Support Services – December Board Minutes	167-169
	11.2. RCMP Stats – March 2016	170-176
	11.3. Drayton Valley Municipal Library Board Minutes – March 2015- January 2016	177-199
	11.4. Yellowhead Regional Library Annual Report	200-201
	11.5. Economic Development Committee Minutes - March	202-203
	11.6. Pembina Physician Recruitment and Retention Committee Minutes – Jan-Feb 2016	204-212
	11.7. March Fire Services Report	213-214

MOTION:

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

11:00 am December 7th, 2015
Rotary House Boardroom

Minutes

In attendance:

Rita Moir Marilyn Buchan Chaise Combs Carrie Lacoursiere
Deb Bossert Bob Barker Eric Butz

Staff

Annette Driessen Teresa Dunlop Lola Strand Jennifer Fynn

1. Call to Order at 11:04am
2. Agenda
 - 2.1. Additions or Deletions
 - 2.2. Approval of Agenda- Motion (17-15) by Bob Barker to approve the agenda as presented. - Carried
3. Minutes
 - 3.1. Distribution of the approved April 28th and July 13th, 2015 Minutes- Will be presented at the next meeting
 - 3.2. Approval of the Minutes from the October 30th, 2015 Meeting- Motion (18-15) made by Marilyn Buchan to adopt the October 30th minutes- Carried
4. Delegations
 - 4.1. Aim for Success - Chris Lees
5. Program Management
 - 5.1. New Board Member - Rita Moir
 - 5.2. Election of Board Chair
Annette Driessen issues call for nominations for the board chair position
Marylin Buchan nominates Eric Butz
Eric Butz accepts nomination
Second and third call for nominations
Motion (19-15) by Bob Barker that nominations cease
Eric Butz is acclaimed as Chairperson of the FCSS Board effective immediately.
 - 5.3. FCSS Program Update
Holiday Hoopla- December 15th -January 15th we will be having a Holiday Hoopla photo challenge to encourage families to spend time together and access all our community has to offer over the holiday season.
Snow Angels- Good news report- on our first big snowfall of the year there were no seniors who required volunteers as ALL of them received assistance from their neighbors.
6. Items for Discussion
 - 6.1. Parenting After Separation- Update- Alberta Justice will not be renewing contracts for the in person Parenting after Separation classes. Some classes are continuing to be held in larger cities on an as needed basis. A letter expressing our collective concern from Mayor Glenn MacLean has been sent to the Minister of Justice. Other FCSS organizations are also bringing their concerns

Drayton Valley and District FCSS Board Agenda

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forward with letters from their municipalities. Follow-up will occur at the next FCSS Directors Network meeting.

- 6.2. Building Capacity in Volunteer Groups- Staff were to bring forward concerns at the FCSSAA Conference however there were no delegates who signed up for the discussion during wisdom circles at the annual conference. Lola will bring it forward again at the Spring Directors network meeting.
- 6.3. 2016-2020 FCSS Strategic Plan- Carrie Lacoursiere motion (20-15) to adopt the 2016-2020 Strategic Plan as presented-Carried. Lola to forward as an information item to both the Town of Drayton Valley Council and Brazeau County Council.
- 6.4. FCSS Storybook- Presented for information
7. Decision Items
 - 7.1. 2015 Grant Summary
 - 7.2. 2016 Grant Requests
 - 7.2.1. Boys and Girls Club of Drayton Valley - \$50,000.00 annual commitment
 - 7.2.2. Town of Drayton Valley - A.L.I.V.E. 55 Program- Motion (21-15) made by Carrie Lacoursiere to approve \$18,100.00 a year for 3 years for the Operational Grant- A.L.I.V.E. 55 Program Wellness Components- Carried
 - 7.2.3. Aim for Success - 2016 International Women's Day "I AM" Conference- motion (22-15) by Marilyn Buchan to approve \$3000.00 of the \$5000.00 for the Special Project Grant-2016 International Womans Day "I AM" Conference-Carried
 - 7.2.4. Aim for Success - School and Community Mentoring- Motion (23-15) by Marilyn Buchan to approve \$2000.00 of the \$3,750.00 for the Special Project Grant-School and Community Mentoring -Carried
 - 7.2.5. Drayton Valley Comprehensive Family Violence Institute - Moving Beyond Anger and Anxiety -Motion (24-15) by Bob Barker to approve \$1200.00 for the Operational Grant-Moving Beyond Anger and Anxiety- Carried
 - 7.2.6. Drayton Valley Community Health Services Foundation - Young Mom's Group- Motion(25-15) by Bob Barker to approve \$1900.00 for the Special Project Grant- Young Moms Group-Carried
 - 7.2.7. Town of Drayton Valley - Summer Playground and Youth on the Move Program- Motion (26-15) by Carrie Lacoursiere to approve \$10,000.00 of the \$14,230.00 for the Special Project Grant Summer Playground and Youth on the Move Program-Carried
 - 7.2.8. Town of Drayton Valley - Mommy and Me Craft Day - Motion (27-15) by Carrie Lacoursiere that FCSS not fund the Special Project Mommy and Me Craft Day-Carried
 - 7.2.9. Town of Drayton Valley - 4-S Skatepark Jam- Motion (28-15) by Deb Bossert to defer until Spring Grant run-Carried
 - 7.2.10. Drayton Valley & District Community Learning Association - Moon Lake First Steps- Motion (29-15)- Motion by Carrie Lacoursiere to approve \$2600.00 of the \$3715.50 for the Operational grant- Moon Lake First Steps- Carried

Drayton Valley and District FCSS Board Agenda

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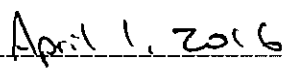
7.2.11. Drayton Valley & District Community Learning Association - Family Literacy Day- Motion (30-15)- Motion by Rita Moir to approve \$600.00 of the \$1,157.75 for Special Project grant Family Literacy Day 2016- Carried

7.2.12. Pembina Crisis Connection Society - Operational- (31-15) Motion by Carrie Lacoursiere to approve \$20,000.00 of the \$25,000.00 for the Operational grant PCCS- Carried

8. Adjournment 2:58pm

9. Next meeting Date: TBD


Eric Butts, Board Chair


Date

Drayton Valley Municipal Detachment

Statistical Comparison

January to March: 2012 - 2016

Monday, April 04, 2016

CATEGORY	Trend	2012	2013	2014	2015	2016
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		0	2	5	2	0
Sexual Assaults		6	1	2	2	5
Other Sexual Offences		0	0	2	1	0
Assault		52	51	47	36	23
Kidnapping/Hostage/Abduction		6	1	1	1	1
Extortion		0	0	1	0	0
Criminal Harassment		10	4	1	5	7
Uttering Threats		15	11	12	9	9
Other Persons		0	0	0	0	0
TOTAL PERSONS		89	70	71	56	45
Break & Enter		27	24	22	10	27
Theft of Motor Vehicle		32	18	27	14	13
Theft Over \$5,000		4	0	5	2	2
Theft Under \$5,000		56	64	81	51	68
Possn Stn Goods		16	7	13	3	3
Fraud		11	10	11	7	10
Arson		1	0	0	1	0
Mischief To Property		61	58	63	70	52
TOTAL PROPERTY		208	181	222	158	175
Offensive Weapons		3	7	9	3	2
Public Order		0	1	0	0	0
Disturbing the peace		42	24	23	25	8
OTHER CRIMINAL CODE		53	57	53	67	48
TOTAL OTHER CRIMINAL CODE		98	89	85	95	58
TOTAL CRIMINAL CODE		395	340	378	309	278

Drayton Valley Municipal Detachment

Statistical Comparison

January to March: 2012 - 2016

CATEGORY	Trend	2012	2013	2014	2015	2016
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		17	13	12	9	4
Drug Enforcement - Trafficking		4	3	4	7	0
Drug Enforcement - Other		0	0	0	0	1
Total Drugs		21	16	16	16	5
Federal - General		6	2	1	1	0
TOTAL FEDERAL		27	18	17	17	5
Liquor Act		9	10	3	2	0
Other Provincial Stats		20	27	26	25	34
Total Provincial Stats		29	37	29	27	34
Municipal By-laws Traffic		2	4	2	2	0
Municipal By-laws		22	14	12	18	18
Total Municipal		24	18	14	20	18
Fatals		1	0	0	0	1
Injury MVC		2	3	1	1	2
Property Damage MVC (Reportable)		94	86	100	84	68
Property Damage MVC (Non Reportable)		8	7	9	11	6
TOTAL MVC		105	96	110	96	77
Provincial Traffic		229	118	150	89	98
Other Traffic		5	6	0	2	2
Criminal Code Traffic		37	26	25	18	12
Common Police Activities						
False Alarms		66	65	43	69	76
False/Abandoned 911 Call and 911 Act		20	24	14	24	23
Suspicious Person/Vehicle/Property		44	39	8	24	45
Persons Reported Missing		1	4	1	3	12
Spousal Abuse - Survey Code		42	37	33	38	45

Drayton Valley Municipal Detachment 5 Year Traffic Summary - January to March

January to March	Trend	2012	2013	2014	2015	2016
Fatals		1	0	0	0	1
Injury MVAS		2	3	1	1	2
Property Damage MVAS (Reportable)		94	86	100	84	68
Property Damage MVAS (Non Reportable)		8	7	9	11	6
Total MVC		105	96	110	96	77

January to March	Trend	2012	2013	2014	2015	2016
Impaired Operation*		19	9	9	7	4
Roadside Suspensions - alcohol related - No charge**		5	6	0	2	2
Occupant Restraint/Seatbelt Violations**		2	1	2	2	0
Speeding Violations**		6	5	8	1	2
Intersection Related Violations**		6	6	3	1	2
Driving without Due Care or Attention*		4	1	0	0	0
Other Moving Traffic*		90	47	45	27	19
Other Non-Moving Violation**		61	18	29	15	25
Other CC Traffic***		6	5	3	1	3

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

Drayton Valley Municipal Detachment

Statistical Comparison

March: 2012 - 2016

Monday, April 04, 2016

CATEGORY	Trend	2012	2013	2014	2015	2016
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		0	1	0	1	0
Sexual Assaults		3	0	2	1	0
Other Sexual Offences		0	0	2	0	0
Assault		9	22	8	14	10
Kidnapping/Hostage/Abduction		2	1	0	0	0
Extortion		0	0	0	0	0
Criminal Harassment		4	0	0	0	1
Uttering Threats		2	5	3	2	3
Other Persons		0	0	0	0	0
TOTAL PERSONS		20	29	15	18	14
Break & Enter		19	9	9	1	12
Theft of Motor Vehicle		10	5	12	4	4
Theft Over \$5,000		2	0	1	1	1
Theft Under \$5,000		25	19	26	16	12
Possn Stn Goods		5	3	4	1	0
Fraud		1	2	2	2	6
Arson		0	0	0	1	0
Mischief To Property		31	22	21	13	12
TOTAL PROPERTY		93	60	75	39	47
Offensive Weapons		2	4	1	1	0
Public Order		0	0	0	0	0
Disturbing the peace		21	9	8	5	1
OTHER CRIMINAL CODE		17	23	13	22	17
TOTAL OTHER CRIMINAL CODE		40	36	22	28	18
TOTAL CRIMINAL CODE		153	125	112	85	79

Drayton Valley Municipal Detachment

Statistical Comparison

March: 2012 - 2016

CATEGORY	Trend	2012	2013	2014	2015	2016
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		5	6	6	2	1
Drug Enforcement - Trafficking		4	0	3	4	0
Drug Enforcement - Other		0	0	0	0	1
Total Drugs		9	6	9	6	2
Federal - General		2	1	0	1	0
TOTAL FEDERAL		11	7	9	7	2
Liquor Act		4	4	1	0	0
Other Provincial Stats		8	10	11	9	6
Total Provincial Stats		12	14	12	9	6
Municipal By-laws Traffic		2	1	1	0	0
Municipal By-laws		9	8	3	9	3
Total Municipal		11	9	4	9	3
Fatals		0	0	0	0	0
Injury MCS		0	0	0	1	0
Property Damage MVC (Reportable)		30	24	38	27	23
Property Damage MVC (Non Reportable)		4	2	4	4	1
TOTAL MVC		34	26	42	32	24
Provincial Traffic		97	31	54	33	38
Other Traffic		4	0	0	0	1
Criminal Code Traffic		17	9	10	6	4
Common Police Activities						
False Alarms		19	29	14	23	27
False/Abandoned 911 Call and 911 Act		3	7	5	6	9
Suspicious Person/Vehicle/Property		17	16	2	9	11
Persons Reported Missing		0	1	1	0	6
Spousal Abuse - Survey Code		14	17	17	12	18

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

March	Trend	2012	2013	2014	2015	2016
Fatals		0	0	0	0	0
Injury MVAS		0	0	0	1	0
Property Damage MVAS (Reportable)		30	24	38	27	23
Property Damage MVAS (Non Reportable)		4	2	4	4	1
Total MVC		34	26	42	32	24

March	Trend	2012	2013	2014	2015	2016
Impaired Operation*		8	4	4	2	1
Roadside Suspensions - alcohol related - No charge**		4	0	0	0	1
Occupant Restraint/Seatbelt Violations**		0	0	1	1	0
Speeding Violations**		4	1	4	1	0
Intersection Related Violations**		0	0	2	1	0
Driving without Due Care or Attention*		1	1	0	0	0
Other Moving Traffic*		46	9	15	8	10
Other Non-Moving Violation**		21	5	13	5	7
Other CC Traffic***		3	1	2	0	1

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

Drayton Valley Municipal Detachment

January to March: 2012 - 2016

Category	Trend	2012	2013	2014	2015	2016		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Theft Motor Vehicle (Total)		32	18	27	14	13		20.8	7.5	28.3	Within Norm	-4.2
Auto		2	2	2	1	1		1.6	0.5	2.1	Within Norm	-0.3
Truck/SUV/Van		20	7	21	12	9		13.8	5.7	19.5	Within Norm	-1.7
Motorcycle		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		6	5	2	1	3		3.4	1.9	5.3	Within Norm	-1
Take Auto without Consent		4	4	2	0	0		2.0	1.8	3.8	Within Norm	-1.2
Break and Enter (Total)		27	24	22	10	27		22.0	6.3	28.3	Within Norm	-1.4
Business		2	12	14	3	20		10.2	6.8	17.0	Issue	2.7
Residence		19	7	4	7	5		8.4	5.4	13.8	Within Norm	-2.8
Cottage or Seasonal Residence		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		3	0	2	0	2		1.4	1.2	2.6	Within Norm	-0.2
Spousal Abuse		42	37	33	38	45		39.0	4.1	43.1	Issue	0.7
Robbery		0	2	5	2	0		1.8	1.8	3.6	Within Norm	4.44089E-17
Assault		52	51	47	36	23		41.8	11.0	52.8	Within Norm	-7.3
Sexual Assaults		6	1	2	2	5		3.2	1.9	5.1	Within Norm	-0.1

Traffic	Trend	2012	2013	2014	2015	2016		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Impaired Operation*		19	9	9	7	4		9.6	5.0	14.6	Within Norm	-3.2
Roadside Suspensions - alcohol related - No grounds to charge**		5	6	0	2	2		3.0	2.2	5.2	Within Norm	-1
Occupant Restraint/Seatbelt Violations**		2	1	2	2	0		1.4	0.8	2.2	Within Norm	-0.3
Speeding Violations**		6	5	8	1	2		4.4	2.6	7.0	Within Norm	-1.2
Intersection Related Violations**		6	6	3	1	2		3.6	2.1	5.7	Within Norm	-1.3
Driving without Due Care or Attention*		4	1	0	0	0		1.0	1.5	2.5	Within Norm	-0.9
Other Moving Traffic*		90	47	45	27	19		45.6	24.6	70.2	Within Norm	-16.2
Other Non-Moving Violation**		61	18	29	15	25		29.6	16.5	46.1	Within Norm	-7.5
Other CC Traffic***		6	5	3	1	3		3.6	1.7	5.3	Within Norm	-1

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held MARCH 14, 2015 at 9:00 a.m. in conference room #2.

PRESENT Lyndara Cowper-Smith Graham Long Pat Adamson Brenda Cartwright
Rose Mayan Colleen Andersen Sandy Faunt Marge Eliuk

ABSENT Anthony Heinrich

CALL TO ORDER Lyndara Cowper-Smith called the meeting to order 9:15 a.m.

AGENDA Councillor Graham Long moved to accept the agenda as presented.
MOTION CARRIED.

ADOPTION OF MINUTES
Brenda Cartwright moved to adopt the minutes of February 12, 2015 meeting as presented.
MOTION CARRIED.

BUSINESS ARISING

Renovations – update All the renovations are done, with the exception of the hand held wand, which has been ordered and received. For the 2015 Capital Project we are waiting for the Town to approve, then we will order the remaining flooring and the furniture.

ALC Board Attendees for ALC will be Pat Adamson and Colleen Andersen

FINANCIAL

Monthly Financial Report – January & February 2015

Brenda Cartwright made the motion to accept the January & February 2015 Monthly Financial Report as information.
MOTION CARRIED.

REPORTS

Councillors Councillor Graham Long had no information to report.

Councillor Anthony Heinrich was absent.

Director The Board discussed putting articles in the Community Services Department Newsletter and decided that the Library will not submit further articles to the Community Services Department Newsletter as it gives the appearance that the library is a part of the Community Services Department. Sandy will attend their department meetings as time allows. Plans to organize the Summer Reading Program have begun. The planning and organizing of Battle of the Books, which is being held May 7th, 2015 is close to being completed. The Subject of Disposal of records and term of retention of such records was broached and the board asked Sandy to see what PLSB policy for these records is. The Board was informed that the WOW Van has teamed up with Brighter Futures to take library materials to patrons in Rocky Rapids and Violet Grove.

Drayton Valley Municipal Library Board
March 14, 2015

Rose Mayan moved to accept the reports as information.
MOTION CARRIED.

Director continued

Sandy added to her report that Makerspace, using the Kano Computer kits, begins March 26, 2015 from 4-7 pm, and runs for 6 consecutive weeks until April 30, 2015.
Councillor Graham long moved to accept the addition to Sandy's report as information.
MOTION CARRIED

NEW BUSINESS

2014 Annual Report

Sandy presented the Public Library Services Branch Annual Report for review.
Pat Adamson moved to approve the 2014 PLSB Annual Report.
MOTION CARRIED

Plan of Service

Next Steps- We are waiting for the County Library Board to submit their list of guests. Sandy will book a facilitator once the guest list has been made. Invitations will be sent in advance because RSVP's will be required. The maximum number of guests should be between 15 – 18.

CORRESPONDENCE

Brazeau County Letter – The letter from the County shows that they have Approved the 2015 Capital Grant. See attached.
Parkland County letter – This letter names the Board Members.
YRL Plan of Service 2014
Councillor Graham Long moved to accept the correspondence as information
MOTION CARRIED.

NEXT MEETING DATE:

Next meeting date: **Tuesday, April 14, 2015 at 4:15pm** in Conference room #1

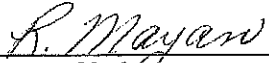
ADJOURNMENT

Brenda Cartwright moved to adjourn the meeting at 10:00am.
MOTION CARRIED.



Recording Secretary

Adopted on the 14 day of APRIL, 2015.



Chair

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held APRIL 14, 2015 at 4:15 p.m. in conference room #1.

PRESENT Rose Mayan Graham Long Anthony Heinrich Pat Adamson
Brenda Cartwright Sandy Faunt Marge Eliuk Tracy Johnson

ABSENT Lyndara Cowper-Smith Colleen Andersen

CALL TO ORDER Rose Mayan called the meeting to order at 4:15 p.m.

AGENDA Addition: 7.4 2014 Financial Statements
Councillor Anthony Heinrich moved to accept the agenda as amended.
MOTION CARRIED.

ADOPTION OF MINUTES
Brenda Cartwright moved to adopt the minutes of March 14, 2015 meeting as presented.
MOTION CARRIED.

BUSINESS ARISING

2014 Financial Statements

Sandy presented the 2014 Financial Statements from the auditor's and Tracy Johnson – Asst. Director of Corporate Services from the Town of Drayton Valley was on hand to answer any questions.

Councillor Graham Long moved to accept the 2014 Financial Statements as presented.
MOTION CARRIED.

Tracy Johnson left the meeting.

Renovations – update 2014 Capital projects were completed and they came in under projected amount. 2015 renovations will start soon. Waiting for a new quote for the flooring. The Town should approve their Capital budgets very soon.

FINANCIAL

Monthly Financial Report – March 2015

Councillor Anthony Heinrich made the motion to accept the March 2015 Monthly Financial Report as information.
MOTION CARRIED.

REPORTS

Councillors Councillor Anthony Heinrich reported that the County has passed a new mill rate. No programs will be cut. The County is under ministerial review as a result of a public petition.

Drayton Valley Municipal Library Board

April 14, 2015

Councillor Graham Long reported that the capital budget should be approved on April 22, 2015 and that he has been picked to attend ALC by YRL.

Director

Lyndara and Sandy met with Jen Anderson from Libraries Branch. They are surveying all public school housed libraries. Very few of their questions pertained to us as ours is a unique relationship. They will send the results of the survey when they are finished.

On March 26, 2015 we kicked off our Makerspace with our Kano kits and iPad funded by Telus and Councillor Dean Shular provided the attendees with interesting information about fibre optics. The session will run for six weeks until April 30, 2015 but Kano's and Ipads will still be used for programming. Maker-space will continue with building bat houses, painting birdhouses, planting, etc. Community Services Department is willing to change the name of their newsletter to allow us to participate in it.

Sandy spoke to Ken Feser and unfortunately he is unable to attend or provide a facilitator for our Plan of Service Community Meeting. He suggested we contact YRL or Alberta Culture. Sandy has calls in to both.

On April 22, 2015 Sandy is taking her staff out for Breakfast for Admin Day in appreciation of all their help.

Councillor Graham Long moved to accept the reports as information.

MOTION CARRIED.

NEW BUSINESS

Policies

Definitions: a list of definitions has been started and will be ongoing until all the policies have been reviewed. Some of the Personnel Policies were reviewed. Terms of Employment Policy 4.1.1.1 was reviewed. Job Description policies 4.1.1.2.1 to 4.1.1.2.9 were reviewed.

Councillor Anthony Heinrich moved to approve Terms of Employment Policy 4.1.1.1 as amended.

MOTION CARRIED.

Councillor Graham Long moved to approve Job Descriptions- Library Director Policy 4.1.1.2.1, Library Manager Policy 4.1.1.2.2, Library Assistant Policy 4.1.1.2.3, Library Clerk Policy 4.1.1.2.4, Interlibrary Loan Clerk Policy 4.1.1.2.5, Circulation Clerk Policy 4.1.1.2.6, Program Coordinator Policy 4.1.1.2.7, Library Page Policy 4.1.1.2.8, and Summer Reading Program Policy 4.1.1.1.9 as amended.

MOTION CARRIED.

Summer Meetings

There will be no summer meetings scheduled unless required.

Library Director/Grid

Sandy has completed her six month probation and has informed the Board that she is willing to remain in the position if the Board is agreeable.

Councillor Graham Long moved to accept Sandy Faunt as the Library Director.

MOTION CARRIED.

The Library Director's pay grid will be reviewed when the Chair returns and an evaluation for the Library Director will be discussed.

Drayton Valley Municipal Library Board
April 14, 2015

CORRESPONDENCE

YRL Letter and Annual Report.

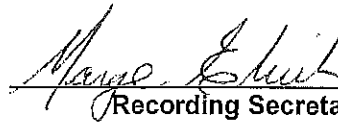
NEXT MEETING DATE:

Next meeting date: **Thursday, May 14, 2015 at 4:15pm** in Conference room #1

ADJOURNMENT

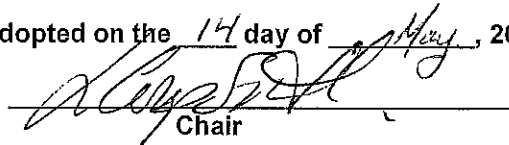
Brenda Cartwright moved to adjourn the meeting at 5:30 p.m.

MOTION CARRIED.



Recording Secretary

Adopted on the 14 day of May, 2015.



Chair

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held May 14, 2015 at 4:15 p.m. in conference room #1.

PRESENT Lyndara Cowper-Smith Rose Mayan Graham Long Anthony Heinrich
Pat Adamson Brenda Cartwright Colleen Andersen Sandy Faunt
Marge Eliuk

CALL TO ORDER Lyndara Cowper-Smith called the meeting to order at 4:15 p.m.

AGENDA Addition: 4.3 Plan of Service; 7.3 Apple Incompatibility
Rose Mayan moved to accept the agenda as amended.
MOTION CARRIED.

ADOPTION OF MINUTES

Pat Adamson moved to adopt the minutes of April 14, 2015 meeting as amended.
MOTION CARRIED.

BUSINESS ARISING

Renovations Update The new quote for the rug and installation is almost \$5,000.00 more than the previous one. Sandy will order.

Plan of Service YRL cannot facilitate our Plan of Service Community Input meeting until September. As Alberta Culture has not yet responded Sandy will book a date with YRL this fall. Marge has made contact with 6 confirmed participants. Still waiting to hear from 7 others. Once a date is set, Marge will let the participants know. We also have two names from the County to call as well.

FINANCIAL

Monthly Financial Report – April 2015

Rose Mayan made the motion to accept the April 2015 Monthly Financial Report as information.
MOTION CARRIED.

REPORTS

Councillors Councillor Anthony Heinrich reported that there is no new County business regarding the library. Interviews are being held for inspectors.

Councillor Graham Long reported that he thought The Battle of the Books was awesome and that ALC was enjoyed very much. He has a better perspective on libraries and it was a good place to do networking. The YRL in-service for Board Members will be attended by Councillor Graham Long and Pat Adamson.

Drayton Valley Municipal Library Board
May 14, 2015

Director Sandy reported that the FCSS grant application was successful and we will receive \$1,800.00 for SRP. Sandy, Marge, and Virginia will be attending a meeting with Holy Trinity Academy's Principal, Marc Bassaraba, to discuss the use of the common area and the gym during SRP. We will try to book rooms next week for next year's ALC. The BOB winners were: Grades 3/4: Gold – Evergreen, Silver – St. Anthony's, Bronze – Eldorado. Grades 5/6: Gold – Eldorado, Silver – Aurora, Bronze – Evergreen.

Brenda Cartwright moved to accept the reports as information.

MOTION CARRIED.

NEW BUSINESS

Policies Sections 4.1.1 Personnel, 4.1.3 Collection Development, 4.1.4 Library Materials, 4.1.5 Resource Sharing Policies, and 4.1.7 Library Facility & Operations were reviewed.

Councillor Graham Long moved to approve Employee Performance Appraisals Policy 4.1.1.3, Grievance Procedure Policy 4.1.1.4, Continuing Education of Staff Policy 4.1.1.5, Orientation of Staff Policy 4.1.1.6, Materials Selection Policy 4.1.3.1, Weeding and Maintaining Collection Policy 4.1.3.3, Unordered Materials Policy 4.1.3.5, Access to Information Policy 4.1.4.1, For Loan Policy 4.1.4.2, Interlibrary Loan Policy 4.1.5.1, Multilingual Books Policy 4.1.5.2, Library Services for Special Needs Policy 4.1.5.3, and Displays Policy 4.1.7.4 as amended.

MOTION CARRIED.

Library Director/Grid Rose Mayan made the motion to go In Camera to discuss pay grids for the Library Director and Library Manager at 5:15pm.

MOTION CARRIED.

At 5:30pm Colleen Andersen made the motion to come out of Camera.

MOTION CARRIED.

Apple/TRAC Brenda Cartwright had been approached by a library patron, concerning the incompatibility of Apple products with TRAC. Sandy will check with Jocie Wilson at YRL and report back.

CORRESPONDENCE Email - C. Zenko from Hawkings Epp Dumont Accountants: changing wording on note 3 and schedule 1 of the financial statements to read County not County Library Board – See Attached email.
Financial Statements to be signed.
YRL Board Executive Committee Meeting Agenda Summary.
YRL in-service information.

Drayton Valley Municipal Library Board
May 14, 2015

Colleen Andersen mentioned the revised Alberta Library Trustee Association Handbook will be out soon and all trustees should receive a PDF copy.

Councillor Anthony Heinrich made the motion to accept the Correspondence as information.

MOTION CARRIED.

NEXT MEETING DATE:

Next meeting date: **Tuesday, June 9, 2015 at 4:15pm** in Conference room #1

ADJOURNMENT


Pat Adamson moved to adjourn the meeting at 6:45 p.m.

MOTION CARRIED.



Recording Secretary

Adopted on the 9 day of June, 2015.



Chair

Sandy Faunt

From: Carolyn Zenko <czenko@hawkins.com>
Sent: Thursday, April 16, 2015 1:40 PM
To: Sandy Faunt
Subject: Audit Question

Good afternoon,

It has come to my attention that the \$34,000 capital requisition was received from the County and not the County Library Board. Would it be okay if I change both Note 3 (Receivable) and Schedule 1 (Government Transfers) to reflect this before we issue the statements. I will simply change the wording to say 'Brazeau County' instead of 'Brazeau County Municipal Library Board'.

Thank you,
Carolyn Zenko, BCom
Successful UFE Candidate



10476 Mayfield Road, Edmonton, AB T5P 4P4

489-9606 (ext. 166) Fax 780-484-9689
czenko@hawkins.com www.hawkins.com

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DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held June 09, 2015 at 4:15 p.m. in conference room #1.

PRESENT Lyndara Cowper-Smith Rose Mayan Graham Long Pat Adamson
Brenda Cartwright Sandy Faunt Marge Eliuk

ABSENT Anthony Heinrich Colleen Andersen

CALL TO ORDER Lyndara Cowper-Smith called the meeting to order at 4:15 p.m.

AGENDA Addition: 4.3 Plan of Service Survey; 5.2 Surplus
Brenda Cartwright moved to accept the agenda as amended.
MOTION CARRIED.

ADOPTION OF MINUTES

Pat Adamson moved to adopt the minutes of May 14, 2015 meeting as presented.
MOTION CARRIED.

BUSINESS ARISING

Renovations Update The flooring has been ordered. The books will be moved by the staff when required. Sandy will start to order the furniture.

Apple incompatibility The new TRACpac app is now available. This should eliminate any problems patrons were having.

Plan of Service The Board would like a few changes to the Survey for the Plan of Service. Sandy will forward the changes to Jocie and then we will distribute them throughout the summer and have them back to YRL for the information to be sorted and used at the September 10, 2015 community meeting.

FINANCIAL

Monthly Financial Report – May 2015

Graham Long made the motion to accept the May 2015 Monthly Financial Report as information.
MOTION CARRIED.

Surplus Sandy would like to use some of the surplus to finish buying shelving so that it all matches. This includes the periodical shelving and the last section in the non-fiction.
Sandy to confirm with Marc or Clayton what the actual surplus is.

REPORTS

Councillors Councillor Graham Long reported that the YRL in-service for Board Members was cancelled and will be rescheduled in September 2015.

Drayton Valley Municipal Library Board
June 09, 2015

NEXT MEETING DATE:

Next meeting date: **September 08, 2015 at 4:15pm** in Conference room #1
Plan of Service Community Meeting September 10, 2015 6:00 pm


ADJOURNMENT

Rose Mayan moved to adjourn the meeting at 5:15 p.m.
MOTION CARRIED.



Recording Secretary

Adopted on the 8 day of September, 2015.



Chair

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held September 08, 2015 at 4:15 p.m. in conference room #1.

PRESENT Rose Mayan Graham Long Pat Adamson Colleen Andersen
 Sandy Faunt Marge Eliuk

ABSENT Anthony Heinrich Lyndara Cowper-Smith Brenda Cartwright

CALL TO ORDER Rose Mayan called the meeting to order at 4:15 p.m.

AGENDA Addition: 4.2 Surplus / Computer Replacement
 Pat Adamson moved to accept the agenda as amended.
MOTION CARRIED.

ADOPTION OF MINUTES

Councillor Graham Long moved to adopt the minutes of June 09, 2015 meeting as presented.
MOTION CARRIED.

BUSINESS ARISING

Renovations Update The rugs are installed, new chairs have been ordered and received. Sandy is looking into more quotes for tables, etc. as the quotes she has received are very expensive. She will price out tables from IKEA and the Brick.

Surplus The surplus is the amount stated in the audited financial report. Sandy has requested that part of this be used for replacing the periodical shelving and the other old shelving unit we have. Sandy will bring the quotes to next meeting.

The Useful contract for our 10 public computers is up this month and we can either renew with them or order computers similar to our CAP stations. Sandy thinks this is the most cost effective way to go even with the Town charging us for IT services. Sandy will talk to Dan and Nesen at the Town and negotiate a price.

Councillor Graham Long made the motion to authorize expenditure of up to \$15,000.00 of the surplus to purchase these computers and any other necessary licensing, hardware, or software.
MOTION CARRIED.

FINANCIAL

Monthly Financial Report – June, July and August 2015

Colleen Andersen made the motion to accept the June, July and August 2015 Monthly Financial Reports as information.
MOTION CARRIED.

2016 Draft Budget This is a very preliminary budget. Sandy is still number crunching to see how we can keep to a minimal increase. Salaries will go up 3% plus merit increases. This will be the biggest increase.

Drayton Valley Municipal Library Board
September 08, 2015

Christmas Hours Rotary Children's Library will be closed December 24th 2015 to January 3rd 2016 re-opening January 4th 2016.
The Drayton Valley Municipal Library will be closed at 1pm December 24, 2015 until December 28, 2015, re-opening December 29, 2015. It will also close at 1pm December 31, 2015 and re-open January 4th, 2016.

Councillor Graham Long made the motion to accept the Christmas hours and closure of the Rotary Library as above and that the full time staff be paid for the half days closed.

MOTION CARRIED.

2016 ALC Three Rooms have been booked at the Jasper Park Lodge for the 2016 Library Conference. Marge and Sandy will attend from the Library and two Board members will also attend.

Auditor's Letter of Engagement

Colleen Andersen made the motion to accept the auditor's letter of engagement.

MOTION CARRIED.

CORRESPONDENCE: Rose Mayan's Board Re-application was approved by Town Council.
ALTA - to urge Minister to increase library funding-forward to Library Board
Email from Courtney at Brazeau County with alternate dates for combined Plan of Service meeting. An alternate date has been set for October 8/15 at 4:15 in Conference room 1.
Alberta Government paid partial grant. Remainder when their budget is passed.

Councillor Graham Long made the motion to accept the Correspondence as information.

MOTION CARRIED.

NEXT MEETING DATE:

Next meeting date: **September 13, 2015 at 4:15pm** in Conference room #1
Plan of Service Community Meeting September 10, 2015 6:00 pm
Combined Plan of Service Meeting with County Library Board October 8, 2015 4:15pm Conference Room 1.

ADJOURNMENT


Colleen Andersen moved to adjourn the meeting at 5:05 p.m.

MOTION CARRIED.



Recording Secretary

Adopted on the 13 day of OCT., 2015.



Chair

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held October 13, 2015 at 4:15 p.m. in conference room #1.

PRESENT Lyndara Cowper-Smith Rose Mayan Graham Long Pat Adamson
Colleen Andersen Brenda Cartwright Anthony Heinrich (arrived 4:20)
Sandy Faunt (Director) Marge Eliuk (Recording Secretary)

ABSENT

CALL TO ORDER Lyndara Cowper-Smith called the meeting to order at 4:15 p.m.

AGENDA Councillor Graham Long moved to accept the agenda as presented.
MOTION CARRIED.

ADOPTION OF MINUTES

Rose Mayan moved to adopt the minutes of September 08, 2015 meeting as presented.
MOTION CARRIED.

BUSINESS ARISING

Renovations Update Sandy & Marge went to Edmonton to look at furniture. We ordered online and are expecting shipment on the 21st. There are a few items we will need to pick up in Edmonton.

Councillor Anthony Heinrich joined the meeting.

FINANCIAL

Monthly Financial Report – September 2015

Pat Adamson moved to accept the September financial information as presented.
MOTION CARRIED.

2016 Draft Budget Looked over the budget. Sandy to check and see if the amount for benefits at the Rotary Library is a good estimate. Changes are mostly in salary and benefits.

Councillor Graham Long moved to accept the draft budget as information.
MOTION CARRIED.

REPORTS

Councillors Councillor Graham Long attended YRL meeting and they are doing a Plan of Service this year as well as working on their budget. They are not increasing member payments. Graham is hoping to be back on the Library Board. Will be official by the end of the month. The Town has a shortlist for the CAO position. The next Legacy Project meeting is November 19th in conference room at the Town of Drayton Valley.

Drayton Valley Municipal Library Board
October 13, 2015

CORRESPONDENCE Brazeau County funding letter and final instalment
Municipal Affairs final instalment
Yellowhead County Library Board – Emergency Preparedness Workshop –
Sandy to see if she can get information about the workshop.
TechSoup – accepted the Library, awaiting ordering information

Councillor Anthony Heinrich made the motion to accept the Correspondence as information.
MOTION CARRIED.

NEXT MEETING DATE:

Next meeting date: **November 10, 2015 at 4:15pm** in Conference room #1

ADJOURNMENT

Colleen Andersen moved to adjourn the meeting at 5:20 p.m.
MOTION CARRIED.



Recording Secretary

Adopted on the 10 day of November, 2015.



Chair

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held November 10, 2015 at 4:15 p.m. in conference room #1.

PRESENT Lyndara Cowper-Smith Rose Mayan Graham Long Pat Adamson
Colleen Andersen Brenda Cartwright Kara Westerlund (arrived at 4:17)
Sandy Faunt (Director) Marge Eliuk (Recording Secretary)

ABSENT

CALL TO ORDER Lyndara Cowper-Smith called the meeting to order at 4:15 p.m.

AGENDA Brenda Cartwright moved to accept the agenda as presented.
MOTION CARRIED.

ADOPTION OF MINUTES

Rose Mayan moved to adopt the minutes of the October 13, 2015 meeting as presented.
MOTION CARRIED.

BUSINESS ARISING

Renovations Update The shipment of the furniture we ordered arrived, some of which still need to be put together. Sandy and Marge will need to go back to Edmonton to purchase the last of the furniture.

Councillor Kara Westerlund joined the meeting.

FINANCIAL

Monthly Financial Report – October 2015.

Sandy will see if Kevin (Assistant Director of Corporate Services) can move the amount for the new computers to the reserve.

Councillor Graham Long moved to accept the October financial information as presented.
MOTION CARRIED.

2016 Draft Budget Budget was discussed. Sandy confirmed that the amount for benefits at the Rotary Library is a good estimate. The Town of Drayton Valley will increase our funding by the same percentage as Brazeau County. Some of the book expenditure will be reallocated from The Municipal to the Rotary Children's Library.

Councillor Graham Long moved to accept the 2016 Budget.
MOTION CARRIED.

Write Offs

These have not been done since 2004. Sandy asked Leah to update these and she has done them from 2004 to 2009. It was suggested that the names of the delinquent patrons be kept for only one year. This should be added to the policy for lost items/write-offs.

Brenda Cartwright made the motion to write-off the amount of \$7219.00 for the years 2004-2009.

MOTION CARRIED.

CORRESPONDENCE

Letter from Town of Drayton Valley reappointing Councillor Graham Long as our representative from the Town Council. Councillor Dean Shular is the alternate.

Pat Adamson made the motion to adopt the correspondence as information.

MOTION CARRIED.

NEXT MEETING DATE:

Next meeting date: **December 08, 2015 at 4:15pm** in Conference room #1
Snacks will be provided and a Food Bank donation will be collected.

ADJOURNMENT


Rose Mayan moved to adjourn the meeting at 5:15 p.m.

MOTION CARRIED.



Recording Secretary

Adopted on the 8th day of December, 2015.



Chair

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held December 08, 2015 at 4:17 p.m. in conference room #1.

Snacks and refreshments provided. Food bank donations were accepted.

PRESENT Lyndara Cowper-Smith Rose Mayan Graham Long Pat Adamson
Brenda Cartwright Kara Westerlund Sandy Faunt (Director)
Marge Eliuk (Recording Secretary)

ABSENT Colleen Andersen

CALL TO ORDER Lyndara Cowper-Smith called the meeting to order at 4:17 p.m.

AGENDA Addition to Agenda: 6.3 60th Anniversary Committee
Pat Adamson moved to accept the agenda as amended
MOTION CARRIED.

ADOPTION OF MINUTES

Rose Mayan moved to adopt the minutes of the November 10, 2015 meeting as presented.
MOTION CARRIED.

BUSINESS ARISING

Renovations Update The magazine and wall shelving have been ordered. The fireplace that Sandy found was not available. She is still looking. Picked up some chairs and ordered more. Waiting on information from Tri Electric regarding electrical outlets.

Plan of Service A few changes to the Plan of Service and the report will be ready to send to Libraries Branch.

Policies Policies 4.1.1.11 Farewell & Significant Event Gifts, 4.1.1.12 Years of Service Awards, 4.1.3.2 Book Gifts & Donations, 4.1.7.5 Disposal of Surplus Equipment and 4.1.7.6 Records Retention & Disposal were reviewed.

Councillor Kara Westerlund made the motion to approve these Policies as amended.
MOTION CARRIED

FINANCIAL

Monthly Financial Report – November 2015

Councillor Graham Long moved to accept the October financial information as presented.
MOTION CARRIED.

REPORTS

Councillors

Councillor Graham Long reported that the Town budget will be passed soon. Christmas Open House Tuesday November 15, 2015 with Council and CAO, Dwight Dibben.

Councillor Kara Westerlund reported that the County has approved their budget. There have been cuts. The County is still working on alternative energy.

Director

The Drayton Valley & District Community Learning is holding gift wrapping sessions in the library every Tuesday and Wednesday before Christmas starting December 08, 2015. They will be in the Library from 10:00am until 7:00pm. January 27, 2016 is Family Literacy Day. We will be participating in this event with DV & District Community Learning at the Legion. Ginny from the Rotary, was Mrs. Claus and Trevor from the Big West radio station was Santa. They entertained about 90 children. The Library Staff had a cookie and gift exchange and went to Khal's for dinner on November 27, 2015.

Councillor Kara Westerlund moved to accept the reports as information.
MOTION CARRIED.

60th Anniversary

The Board Group planning the 60th Anniversary for the Library, will meet in January to start working on the 60th Anniversary.

NEW BUSINESS

Nesen Naidoo Retirement

The board discussed ideas to celebrate Nesen's 20+ years of service in the Library. Ideas tossed around. Sandy to locate Trevor Furoy regarding hanging book. Will discuss next meeting.

CORRESPONDENCE

Letter from The County of Brazeau - appointing Councillor Kara Westerlund Municipal Affairs - Plan of Service is due by June 15, 2016.
Municipal Affairs-Call for nominations - Awards for Excellence in Public Service.

Brenda Cartwright made the motion to adopt the correspondence as information.
MOTION CARRIED.

NEXT MEETING DATE:

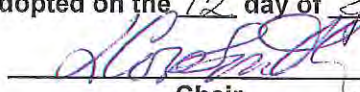
Next meeting date: **January 12 , 2016 at 4:15pm** in Conference room #1

ADJOURNMENT: Rose Mayan moved to adjourn the meeting at 5:15 p.m.
MOTION CARRIED.



Recording Secretary

Adopted on the 12 day of January, 2016.



Chair

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held January 12, 2016 at 4:20 p.m. in conference room #1.

PRESENT Lyndara Cowper-Smith (arrived 4:30) Rose Mayan Graham Long
Brenda Cartwright Kara Westerlund Colleen Andersen
Sandy Faunt (Director) Marge Eliuk (Recording Secretary)

ABSENT Pat Adamson

CALL TO ORDER Rose Mayan (acting Chair) called the meeting to order at 4:20 p.m.

AGENDA Addition to Agenda: 7.2 Library Board Satisfaction Survey

Colleen Andersen moved to accept the agenda as amended
MOTION CARRIED.

ADOPTION OF MINUTES

Brenda Cartwright moved to adopt the minutes of the December 08, 2015 meeting as presented.
MOTION CARRIED.

BUSINESS ARISING

Renovations Update Items left to purchase from the 2015 Renovations Budget include the fireplace and the Periodical and book shelves have not yet arrived. Tri Electric reported that a new fuse box would be needed in order to run all the new wiring we require. The estimate for this is \$15,000.00. Sandy will look into the Town cost sharing on this project.

Lyndara Cowper-Smith joined the meeting and resumed the Chair position at 4:30.

Plan of Service Sandy presented the Board with the final copy of the 2016-2020 Plan of Service which included changes requested at the last meeting.

Councillor Kara Westerlund made the motion to approve the Final Draft of the Plan of Service 2016-2020.
MOTION CARRIED

Policies Policies 4.1.7.9 Registration & Membership Policy, 4.1.7.10 Internet Access, 4.1.7.11 Internet Use, Browsing, & Email – Library Personnel, and 4.1.7.12 Social Media Use – Library Personnel were reviewed.

Rose Mayan made the motion to approve these Policies as amended.
MOTION CARRIED

Nesen Naidoo Retirement

Sandy has contacted Trevor Furoy and requested a quote on the Flying Book. The quote is approximately \$1750.00 which includes installation. GST to be added.

Colleen Andersen made the motion to purchase the Flying Book to be installed at the library to honour Nesen Naidoo.

MOTION CARRIED

FINANCIAL

Monthly Financial Report – December 2015

There are still outstanding invoices to be received for 2015(i.e. utilities, janitorial, maintenance).

Councillor Graham Long moved to accept the December financial information as presented.

MOTION CARRIED.

REPORTS

Councillors

Councillor Kara Westerlund had no information to report as the County Council had not met this year yet.

Councillor Graham Long reported that the Town Budget was passed. Weyerhaeuser and the forestry industry are doing well. The CETC (Clean Energy Technology Centre) is almost ready with the end of February 2016 being the projected completion date.

Director

Crystal Serzisko from Norquest College is on work experience with us for the month of January. The Write Stuff is working on publishing their book. Brian Loosmore launched his new book "Pembina Oil Strike and the Rise of Drayton Valley" on December 22, 2015 at the library. We have purchased 2 copies of his book. The Legacy meeting is set for tomorrow evening (January 13, 2016) at the Legion. Councillor Graham Long, Sandy and Dana will be attending. The Annual Report for 2015 should be completed by the next Board Meeting.

Brenda Cartwright moved to accept the reports as information.

MOTION CARRIED.

60th Anniversary

The Board Group planning the 60th Anniversary for the Library has not met but are planning to meet later this month and want to include a representative from the County Library Board.

NEW BUSINESS

Painting/Back Workroom Renovations

Lyndara Cowper-Smith suggested the library walls be painted for an updated look. She also suggested that the back workroom needs renovations. The Board Members agreed but insisted that all the backroom staff have input.

Library Board Satisfaction Survey

Sandy went over the Survey with the Board Members and answered the questions. Discussed YRL structure and services awareness. Sandy will complete the Survey and send it in.

CORRESPONDENCE Nil


NEXT MEETING DATE:

Next meeting date: **February 18, 2016 at 4:15pm** in Conference room #1.

ADJOURNMENT:

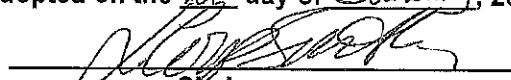
Rose Mayan moved to adjourn the meeting at 5:15 p.m.

MOTION CARRIED.



Recording Secretary

Adopted on the 12 day of January, 2016.



Chair

2015 YRL ANNUAL REPORT

MESSAGE FROM THE DIRECTOR

In 2015, YRL focused on the services our member libraries need to provide library excellence to their patrons. And it was a good year! With effective collaboration between our member libraries' staff and boards, and YRL's staff and board, the result was a more engaged patronage; 2015 saw increases in registrations, circulation and eResource use.

We achieved very notable highlights over the course of 2015. We introduced new eResources and implemented the Boopsie TRACpac app. We increased internet bandwidth for member libraries, overhauled the TRAC server infrastructure and migrated to a new version of Polaris, which enabled us to use Leap, a mobile version of the software that brings library staff closer to their communities. Most importantly, we mapped YRL's direction for the next three years with the completion of our needs assessment and the 2016-2018 Plan of Service.


Even with all those accomplishments, there's always more to do. In 2016 we look forward to implementing many of the exciting service and technology initiatives outlined in our strategic plan that will assist our member libraries in providing quality services to their communities.


With each new year I'm excited to see how we can improve. When libraries can better serve patrons, communities are increasingly enriched. It's great to be a part of it.


Kevin Dodds

CLIENT SERVICES


 **134** IN-PERSON VISITS

 **14** WEBINARS & WORKSHOPS

 **10** PLANS OF SERVICE FACILITATED FOR LIBRARY BOARDS

 **LEARNING COMMONS CONSULTATIONS**

5 Meetings with school libraries on transitioning to a learning commons

 **THE SCOOP**
Unveiled weekly newsletter for school library managers and staff

38 EDITIONS **120** ARTICLES

NEW eRESOURCES

GRANT CONNECT

LYNDA.COM

EARLY WORLD OF LEARNING

BIBLIOGRAPHIC SERVICES

ITEMS ORDERED

27,652

TITLES CATALOGUED

50,971

KITS CIRCULATED

 **159**  **30%**

DISCS REPAIRED

 **8,090**  **53%**

ALBERTA READS KIT

In partnership with the Writers' Guild of Alberta and Book Publishers Association of Alberta, YRL launched its Alberta Reads kit in the fall. Featuring 35 books by Alberta authors, member libraries have been enthusiastic to promote reading local.

TECHNOLOGY

ACQUIRED POLARIS LEAP

Increased convenience for library staff allowing them to connect with their community wherever there is an internet connection.

NETWORK IMPROVEMENTS

Reduced physical hardware 75% by virtualizing TRAC environment and moving to a cloud backup solution.

OVERDRIVE

INCREASE FROM 2014

DOWNLOADS BY YRL LIBRARIES

121,744

10%

YRL RECEIVED 736 EMAILS FOR SUPPORT

↑ 178%

 FROM 2014

ZINIO

16,521



ADDED 36 NEW MAGAZINES TO OUR SUBSCRIPTION

HOOPLA

15,481



↑ 110%

 FROM 2014

PRESS DISPLAY

↑ 30%

USAGE INCREASE FROM 2014

2015 YRL CONFERENCE

126

 ATTENDEES
WHO SAID:

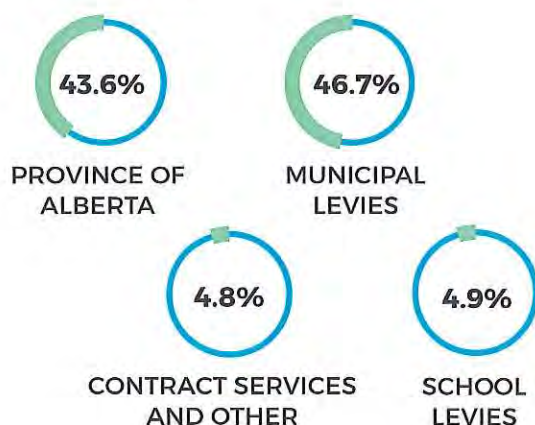
“I find the social aspect, brainstorming or simply meeting and chatting with other library representatives the most valuable. The conference is kind of like a battery recharger, gets me excited and focused again on the greatness and potential of the library and my role within the library.”

“This one day event provides professional development opportunities for all my staff and board, an advantage to belonging to YRL that we are pleased to mention to our municipal funders.”

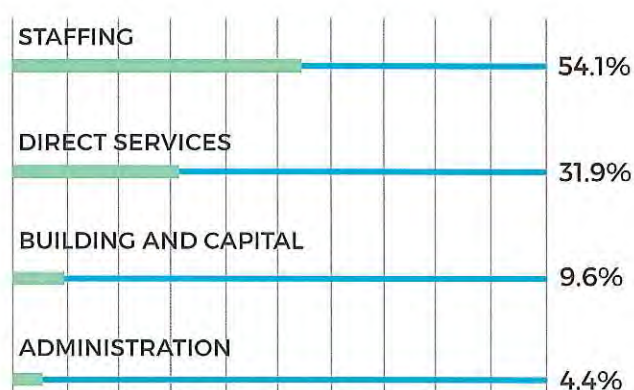
“The session topics, to me, were the most interesting than they have been in years.”

FINANCIALS

REVENUES:



EXPENSES:





Economic Development Committee Meeting

Tuesday, March 8, 2016, 12:00 p.m.

Town of Drayton Valley Conference Room #1

Meeting Notes

Present: Mayor McLean, Councillor Nicole Nadeau, Councillor Graham Long, Eric Burton, Sabine Larcher

1.0 Call to Order

Councillor Nadeau called the meeting to order at 12:26 p.m.

2.0 Additions or Deletions to Agenda

5.1 EDA Conference was added to the agenda.

3.0 Adoption of Agenda

4.0 Approval of January 19, 2016, and February 8, 2016, Committee Meeting Notes

Item 5.1 "Councillors Nadeau and Long suggested having a separate group or committee for this purpose. This item will be brought to Council" was amended to "Mr. Burton suggested having a separate group or committee and will bring a recommendation to the Economic Development Committee after evaluation."

Councillor Long moved to approve the January 19, 2016, Meeting Notes as amended, and the February 8, 2016, Meeting Notes as presented.

Carried

Mayor McLean entered the meeting at 12:28 p.m.

5.0 Discussion Items

5.1 EDA Conference

The Committee discussed the agenda of the EDA Conference 2016.

5.2 Economic Development Strategy 2016

The Committee discussed a draft of the Economic Development Strategy in detail and provided feedback and amendments. The Economic Development Strategy will be presented to Council at an upcoming Governance & Priorities Meeting.

6.0 Other Business

Mr. Burton provided a status update.

Economic Development Committee Meeting

March 8, 2016

7.0 Items for Next Meeting

- Community Profile
- EDA Conference Debrief

8.0 Next Meeting Date

Tuesday, April 19, 2016, 12:00 p.m. – 3:00 p.m., Room 1

9.0 Adjournment

Councillor Long moved to adjourn the meeting at 3:20 p.m.
Carried

Pembina Physician Recruitment and Retention Committee
Pembina Room, Drayton Valley Hospital

January 25, 2016 @ 7:00 pm

Board Meeting Minutes

		Attended	Regrets
Keith Warren	President	x	
Fayrell Wheeler	Vice President /Town of Drayton Valley	x	
Patricia Jeffery	Secretary	x	
Raquel Lara	Treasurer	x	
Nadine Benoit	Director	x	
Dr. David Belcher	Director		x
Donna Fausak	Director	x	
Marc Gressler	Director	x	
Vern Harrison	Director	x	
Krystal Kotyk	Director		x
Rita Moir	Director / Brazeau County	x	
Dr. Michael Peyton	Director/ Doctor Rep		x
Marti Pickett	Director / PCN		x
Bernie Schell	Director	x	
Jeannette Vatter	Director	x	
Kathy Howe	AHS		x
Heather Barrett	Malone Clinic		x
Junetta Jameson	RPAP	x	
Lara Harries	AHS		x
Sheela Sommer	AHS		x

Call the Meeting to Order

- Keith Warren called the meeting to order at 7:06 pm
- Keith welcomed Rita Moir who will be representing Brazeau County during the next year.
- Keith also welcomed Nadine Benoit attending this evening as a guest.

Additions or Deletions to the Agenda

- Fayrell moved and Marc seconded that the agenda be approved as presented. Carried.

Approval of the November 23, 2015 Minutes

- The following amendment needs to be made to item 1.3 in the November 23, 2015 minutes.
 - Letters will be written to both the Town and County requesting the following two payments from the 2016 approved budget allotments.
 - The letter to the Town will request \$3250 for the 2016 operating expenses and \$5000 for the 2016 incoming doctor expenses (total request of \$8250)
 - The letter to the County will request \$5000 for the 2016 incoming doctor expenses (total request of \$5000)
- Marc moved and Fayrell seconded that the November 23, 2015 minutes be accepted with the above amendment. Carried.

Old Business

1.0 Update on Dr. Ryan White and Dr. Lealet Van Staden

- Lara Harries, AHS, has provided the following information.
- Dr. White has completed his Preliminary Clinical Assessment. He will be starting his Supervised Practice Assessment at the Malone Clinic on January 26, 2016 with Dr. Beacom as his assessor.
- Dr. Van Staden will be starting her Preliminary Clinical Assessment on February 22, 2015 in Sylvan Lake with Dr. Myburgh. This assessment is scheduled to be completed May 16, 2016. It is expected that she will be returning to the Malone Clinic upon completion to start the second stage of clinical assessment.

1.1 Update on Dr. Froud and funding

- Dr. Froud has moved to Drayton Valley from the United Kingdom and will be working at the Claro Clinic. He started his Supervised Practice Assessment on January 18, 2016 with Dr. Botes. Dr. Froud has reported that everything is going very well.
- The funding of \$10000.00 received by the Town of Drayton Valley and Brazeau County for incoming doctor costs will be directed to Dr. Froud's start-up expenses.

1.2 Meeting with MLA Mark Smith and David Kay (RPAP Director)

- The meeting is scheduled for February 12, 2016 at 11:00 and will be held at Telus House in Edmonton with Mark Smith (MLA) and David Kay (RPAP Director)
- Attending will be Marc, Fayrell and Pat.
- Donna will check about the possibility of O'Neil Carlier (MLA) attendance. If he is attending, she will also attend the meeting.
- Jeannette moved and Bernie seconded that expenses incurred by the attendees be reimbursed. Carried.

1.3 Policy on New Members / Directors

- Jeannette has prepared a draft policy on the 'Recruitment of New Board Members'.
- The current bylaws re: members, Directors, and Executive members were reviewed and the following items were discussed:
 - Criminal record checks. Discussion resulted in the required criminal record check requirement staying in the policy.
 - Application form revisions. Discussed application form revisions will be made.
- Raquel moved and Donna seconded that the presented policy with application form revisions be approved. Carried with one opposition (Vern Harrison).

1.4 Doctor Appreciation Dinner / February 24, 2016 Report

- The lead person on the planning committee is Raquel.
- The dinner will be held on February 24, 2016 with cocktails served at 5:30 and dinner at 6:30. The event will be held at the 55+ Recreation Center and Cobblestone will cater.
- We expect 80-90 guests attending with the 2014 guest list used.
- Pat will collect RSVP's.
- Discussion was held re: a door prize. The following decisions were made:
 - Bernie will make up tickets to be used by the guests in attendance for entering the door prize draw.
 - Marc will purchase 2 Eleanor Pickup 2016-2017 season tickets to be used for the door prize.
- Discussion was held re: the concept of 'open bar'.

- Keith will purchase a liquor license and 'beverages' consisting of wine, beer, and non-alcoholic choices.
- These beverages will be served by 55+ members at no cost to the guests.
- Western Review and the radio station will be invited to attend.
- Set up will happen at 2:30 on the 24th. Donna, Jeannette, Rita and Marc have volunteered to provide help. Keith will get the key.
- Committee members are asked to RSVP to Racquel ASAP.

1.5 Address Updates for the Government's Society Report

- Report has been submitted.

NEW BUSINESS

1.0 Presentations at the Rural Doctor's Spring Seminar for Future Placements

- Fayrell and Rita will work on a project similar to the one we were part of in May, 2015. It was agreed that a presentation at a seminar in the Fall of 2016 would be perfect timing.
- Pat agreed to attempt to find a current contact to start the process.

1.1 Officer Slate Chairperson for 2016-2017

- The Annual General Meeting is scheduled for April 25, 2016 (regular meeting night).
- Marti was nominated by Fayrell to be the Officer Slate Chairperson.
- Keith will contact Marti.
- Bernie and Marc were nominated to be the Auditors of the 2015-2016 financial statements. Nominated by Jeannette and seconded by Fayrell. All in favor.

1.2 Request from Drayton Valley and Evansburg Clinics re: Future Doctor Placements

- It is suggested that our local clinics and Alberta Health Services be requested to attend a future meeting to present plans for the next five years. This information could then be used by PPRRC for strategic planning as we move ahead.
- Donna will draft a letter to present to clinics inviting them to attend a meeting or supply PPRRC with information. She will bring this draft to the next meeting.
- Bernie will approach Dr. Murphy re: a possible presentation re: the Evansburg clinic.

1.3 Thank you to Dr. Grossman

- It is suggested that we show Dr. Grossman appreciation for all that she has done to help with our most recent incoming physicians.
- Fayrell moved and Rita seconded that we purchase a gift card for Dr. Grossman and guest for a trip to Jasper that will include the cost of 2 nights hotel accommodation, ski lift tickets, and meals. Carried.

Treasurer's Report

- Current balance is \$18443.77.
- Current outstanding invoices are Media Shaker and Dr. Froud's receipts for \$2661.36.
- Marc moved and Donna seconded that the treasurer's report will approved. Carried.

RPAP Report

- Junetta shared that the RPAP conference in the fall will be held in Vermilion. More info to follow.
- Junetta also referred to RPAP awards and bursaries that are offered to rural medical students.

AHS Report

- not provided

Meeting Adjournment

- Rita moved and Bernie seconded that the meeting be adjourned. Carried.
- **Next meeting is February 22, 2016.**
- Please note that the date of the March meeting is March 21, 2016 at 7 pm.

Keith Warren, President

Patricia Jeffery, Secretary

Pembina Physician Recruitment and Retention Committee
Pembina Room, Drayton Valley Hospital
February 22, 2016 @ 7:00 pm
Board Meeting Minutes

		Attended	Regrets
Keith Warren	President	x	
Fayrell Wheeler	Vice President /Town of Drayton Valley	x	
Patricia Jeffery	Secretary	x	
Raquel Lara	Treasurer	x	
Nadine Benoit	Director	x	
Marc Gressler	Director	x	
Dr. David Belcher	Director		x
Donna Fausak	Director	x	
Vern Harrison	Director	x	
Krystal Kotyk	Director		x
Rita Moir	Director / Brazeau County		x
Dr. Michael Peyton	Director/ Doctor Rep		x
Marti Pickett	Director / PCN		x
Bernie Schell	Director	x	
Jeannette Vatter	Director	x	
Kathy Howe	AHS		x
Heather Barrett	Malone Clinic		x
Junetta Jameson	RPAP		x
Lara Harries	AHS		x
Sheela Sommer	AHS		x

Call the Meeting to Order

- Keith Warren called the meeting to order at 7:06 pm
- Keith also welcomed Nadine Benoit attending this evening.

Additions or Deletions to the Agenda

- Addition - New Business item
 - 1.0 Policy development / Keith
 - 1.1 Information Items / Keith
- Marc moved and Bernie seconded that the agenda be approved with proposed additions. Carried.

Approval of the January 25, 2016 Minutes

- Fayrell moved and Vern seconded approval of the January 25, 2016 minutes as presented. Carried.

Old Business

1.0 Review draft letter for contacting the clinics regarding future requirements

- Proposed changes as follows:
 - change in meeting dates included in the letter
 - including reference to the possibility of physicians providing a written response rather than attending a meeting
- Fayrell moved and Donna seconded the letter formats be accepted with amendments suggested above. Carried.

1.1 Final preparations for the dinner on February 24th

- Presented by Raquel, committee chairperson.
- Plans are going very well with 70 accepted invitations.
- Discussion about the draw for the 'door prize' of a pair of 2016-17 season tickets for the Eleanor Pickup Arts Center resulted in a decision to have all guests being provided with the opportunity to enter the draw.

1.2 Update on Slate of Officers

- Marti is working on this. Please let him know if you are interested in an executive position during the next year.

1.3 Thank you to Dr. Gossman

- Dr. Gossman has been asked to choose a weekend and then we will do the bookings in Jasper for that time.

1.4 Rural Physicians Spring Seminar update

- Fayrell has received contact info from Pat and will proceed with collecting information about future seminars being held and possibilities of presentations to the physicians during the next year.

1.5 Report from meeting with David Kay, Mark Smith and committee members

- committee members in attendance - Keith, Mark and Fayrell
- reported that they believe that the meeting was a good opportunity for Mr. Smith to learn about the work of both RPAP and PPRRC
- there was also discussion about AHS developing area plans for future focus

New Business

1.0 Policy Development

- Keith presented the question: 'Do new policies need 3 readings?'
- Keith will research the answer to this question and discuss at the next meeting.

1.1 Information Items

- Rita Moir has resigned her position as the Brazeau County representative on PPRRC. Marc Gressler is now the County representative.
- Krystal Kotyk has resigned as a Director of PPRRC effective immediately.

Treasurer's Report

- Current bank balance if \$15578.96
- Question raised as to whether we have enough \$\$ for incoming physician support.

- The letters requesting the \$5000 donation from the Town and County in order to meet future needs have been sent on December 9th. The \$\$ have not been received as of this time. Marc and Fayrell will look into the plans for release.

RPAP Report

- Junetta could not attend this evening but did send the following update notes that Keith shared.
 - I will be attending the Brazeau County career fair on April 12 as part of RPAP's school outreach program
 - We are redoing the BeADoctor.ca website to include better graphics and more interactive features, including pod casts & social media. It will be relaunched in the spring/early summer. Our goal is to increase our online presence and deliver information on admissions, course selection, residency and more to a wider youth audience
 - The government's review of the RAN & RAS rural residency programs will be completed by March 31, with recommendations to follow.
 - We are hosting a teleconference March 7 where the CPSA will explain changes to the clinical part of the Practice Readiness Assessment- which some of your incoming doctors are doing or will be doing very soon. I will update the committee at the next meeting
 - I contacted the Claro & Malone clinics, spoke with the managers there and shared the CV of the doctor moving here from Halifax. Keith was "cc'd". They were agreeable to receive CVs in the future as well. I tried the Tower clinic several times to no avail, will try again this week.

Meeting Adjourned

- Fayrell moved and Raquel seconded that the meeting be adjourned at 8:00 pm.

Next Meeting Date

- Monday, March 21, 2016 at 7 pm.

Keith Warren, President

Patricia Jeffery, Secretary



DRAYTON VALLEY/BRAZEAU COUNTY FIRE SERVICES

Office of the Fire Chief

P.O. Box 6837
5120-52 Street
Drayton Valley, Alberta
T7A-1A1

Main: (780) 514-2216
Fax: (780) 514-2244

March 2016 Stats

Town of Drayton Valley/ Brazeau County

Fire Calls- 2

Rubbish and Grass Fires- 2

Motor Vehicle Collisions- 1

Rescue Calls- 0

Alarm Calls- 11

Assist another Agency- 4

Misc Calls- 1

Total- 21

Town of Drayton Valley

Fire Calls- 1

Rubbish and Grass Fires- 0

Motor Vehicle Collisions- 0

Rescue Calls- 0

Alarm Calls- 9

Assist another Agency- 3

Misc Calls- 1

Total- 14

Tom Thomson
Fire Chief

Murray Galavan
Deputy Fire Chief

Kamil Lasek
Deputy Fire Chief

Carla Appleby
Administrative Assistant

William Gueth
Maintenance Coordinator

Robert Reid
Fire Marshall

firechief@draytonvalley.ca dfc@draytonvalley.ca fire.tso@draytonvalley.ca fireadmin@draytonvalley.ca firefighter@draytonvalley.ca firemarshal@draytonvalley.ca



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**P.O. Box 6837
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T7A-1A1**

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Brazeau County

Fire Calls- 1

Rubbish and Grass Fire- 2

Motor Vehicle Collisions- 1

Rescue Calls- 0

Alarm Calls- 2

Assist another Agency- 1

Misc Calls- 0

Total- 7