



Agenda

Call to Order

National Anthem

1.0 Additions to the Agenda

2.0 Adoption of Agenda

3.0 Corrections or Amendments:

3.1. November 2, 2016, Regular Meeting of Council Minutes 3-8

4.0 Adoption of:

4.1. November 2, 2016, Regular Meeting of Council Minutes

5.0 Delegations

5.1. S/Sgt. Callihoo – October Stats

5.2. Weyerhaeuser – Pembina Timberlands – Bob Winship 9

5.3. Carolyn Lychak – Waiver Request for Tax Roll 86001800 10

5.4. Employer Appreciation Presentation – to be after Emergency Services Report 12

6.0 Decision Items Pages 13-40

6.1.	Councillor Shular	Property Tax Penalty Waiver for Roll 86001800	13-17
6.2.	Councillor Wheeler	Council Cost of Living Adjustment Waiver	18
6.3.	Councillor Bossert	Fired up for the Holidays Insurance	19-20
6.4.	Councillor Fredrickson	Appointment of Town Financial Auditor	21
6.5.	Councillor Nadeau	Naming of the Open Space Development (old HW Pickup Grounds)	22
6.6.	Councillor Long	Specialized Transportation Letter of Support	23-27
6.7.	Councillor Shular	Fire Services - Level of Service Delivery Timeline Change	28
6.8.	Councillor Wheeler	Fire Services/Rescue Pumper	29-30
6.9.	Councillor Bossert	60 th Anniversary Grant Policy	31-40

7.0 Department Reports

7.1.	Engineering & Development	Ron Fraser
7.2.	Community Services & FCSS	Annette Driessen
7.3.	Economic Development	Eric Burton
7.4.	Emergency Services	Tom Thomson
7.5.	Administration	
	• Communications and Marketing	Tyler Russell
	• CAO Report	Dwight Dibben

8.0 Council Reports

8.1. Councillor Shular
8.2. Councillor Wheeler
8.3. Councillor Bossert
8.4. Councillor Fredrickson
8.5. Councillor Nadeau
8.6. Councillor Long
8.7. Mayor McLean

9.0 Information Items Pages 41-118

9.1. RCMP Stats – October 2016	42-48
9.2. Waste Management Committee Notes – March, June, September 2016	49-54
9.3. Economic Development Committee Notes – October 2016	55-57
9.4. Councillor Long's Conference Report – AUMA	58-60
9.5. Councillor Nadeau's Conference Report – AUMA	61-63
9.6. Councillor Fredrickson's Conference Report – Travel Alberta Industry Conference	64-65
9.7. Legacy Project Notes – October 2016	66-67
9.8. Pembina Area Physician Recruitment Committee Notes – January-October 2016 and Annual General Meeting Notes	68-103
9.9. Library Board Minutes – May 2016	104-111
9.10. Universal Child's Day Proclamation	112
9.11. Councillor Long's Conference Report – Yellowhead Regional Library Conference	113-114
9.12. Certificate of Appreciation from Wood Buffalo County	115-116
9.13. Drayton Valley Brazeau County Fire Services – October Stats	117-118

10.0 Adjournment



Meeting Minutes

THOSE PRESENT:

Mayor McLean
Deputy Mayor Bossert
Councillor Nadeau
Councillor Long
Councillor Wheeler
Councillor Shular
Councillor Fredrickson
Annette Driessen, Director of Community Services
Ron Fraser, Director of Engineering and Development
Kamil Lasek, Deputy Fire Chief
Chandra Dyck, Legislative Services Coordinator
Sabine Larcher, Administrative Assistant

Tyler Russell, Communications and Marketing Coordinator
Pam Livingston
Mairi Smith, Revenue Manager
Jennifer Martin, Planning and Development Officer
Eric Burton, Economic Development Officer
Christian Richman, Audio/Visual
Mamta Lulla, Drayton Valley Western Review
Laine Mitchell, CIBW Radio
Members of the Public

ABSENT:

Dwight Dibben, Chief Administrative Officer
Tom Thomson, Director of Emergency Services
Kevin McMillan, Assistant Director of Corporate Services

CALL TO ORDER

Mayor McLean called the meeting to order at 9:01 a.m.

1.0 Additions to the Agenda

There were no additions or deletions.

2.0 Adoption of Agenda

RESOLUTION #182/16

Councillor Wheeler moved to adopt the November 2, 2016, Regular Meeting of Council Agenda, as presented.

CARRIED

3.0 Corrections or Amendments:

3.1. October 12, 2016, Regular Meeting of Council Minutes

There were no corrections or amendments to the October 12, 2016, Regular Meeting of Council Minutes.

3.2. October 26, 2016, Organizational Meeting of Council Minutes

There were no corrections or amendments to the October 26, 2016, Organizational Meeting of Council Minutes.

4.0 Adoption of:

4.1. October 12, 2016, Regular Meeting of Council Minutes

4.2. October 26, 2016, Organizational Meeting of Council Minutes

RESOLUTION #183/16

Councillor Fredrickson moved to adopt the October 12, 2016, Regular Meeting of Council Minutes, and the October 26, 2016, Organizational Meeting of Council Minutes, as presented.

CARRIED

**Regular Meeting of Council
Minutes of November 2, 2016
Page 2 of 6**

5.0 Proclamations

5.1. Bullying Awareness Week, November 14-18, 2016

Mayor McLean proclaimed the week November 14-18, 2016, as Bullying Awareness Week in the Town of Drayton Valley.

6.0 Delegations

6.1. Alberta Wide Rally – Matthew Zadorozny

Mr. Zadorozny informed Council about the Alberta Wide Rally against the proposed carbon tax that will take place at 5702 – 50A Street on November 5.

7.0 Decision Items

7.1. Community Event Grant – 4th Quarter Allocation

RESOLUTION #184/16

Councillor Nadeau moved that Council award the Drayton Valley Health Services Foundation's 7th Annual Foundation Festival & Gala funding in the amount of \$2,500.00 to support the Children's Christmas Village from the Community Event Grant.

CARRIED

RESOLUTION #185/16

Councillor Nadeau moved that Council decline the funding request from the Brazeau Gymnastics Club.

CARRIED

7.2. Roger Coles Memorial Youth Sports Grant – 4th Quarter Allocation

RESOLUTION #186/16

Councillor Long moved that Council award Avery Wiseman funding in the amount of \$1,560.00 to help offset the cost of participating in the Canadian National Swim Meet from the Roger Coles Memorial Youth Grant.

CARRIED

RESOLUTION #187/16

Councillor Long moved that Council award Kaycee-Jay Hines funding in the amount of \$1,000.00 to help offset the cost of participating in the National Rugby Championship.

CARRIED

RESOLUTION #188/16

Councillor Long moved that Council award Ivy Samu-Leitch funding in the amount of \$1,000.00 to help offset the cost of participating in the National Rugby Championship.

CARRIED

7.3. Childcare Operational Board – Community Member Appointments

RESOLUTION #189/16

Councillor Shular moved that Council re-appoint Marilyn Buchan for a two-year term as a member-at-large to the Childcare Operational Board, ending October 31, 2018.

CARRIED

RESOLUTION #190/16

Councillor Shular moved that Council re-appoint Darlene Ferris for a two-year term as a member-at-large to the Childcare Operational Board, ending October 31, 2018.

CARRIED

7.4. FCSS Board Membership

RESOLUTION #191/16

Councillor Wheeler moved that Council appoint Ethel Mankow to the FCSS Board as the Brazeau County community-at-large representative for a two year term ending October 31, 2018 and that Council appoint Rebecca Lees to the FCSS Board as the youth representative for the remainder of the vacant position, expiring October 31, 2017.

CARRIED

7.5. Mackenzie Avenue Pavement Rehabilitation

RESOLUTION #192/16

Councillor Bossert moved that Council rescind Resolution #151/16 to award Part A - Mackenzie Avenue Pavement Rehabilitation Project adopted at the August 24, 2016, Regular Meeting of Council.

CARRIED

7.6. Tax Roll #81020900 Waiver Request

RESOLUTION #193/16

Councillor Fredrickson moved that Council approve a waiver of tax penalties in the amount of \$1,480.11 for Tax Roll # 81020900.

CARRIED

7.7. Arts and Culture Policy A-05-16

RESOLUTION #194/16

Councillor Nadeau moved that Council approve the Arts and Culture Policy A-05-16, as presented.

CARRIED

Councillor Nadeau exited the meeting at 9:38 a.m.

Councillor Nadeau returned to the meeting at 9:40 a.m.

7.8. Subdivision Application DV/16/01 within SW17-49-7-W5

RESOLUTION #195/16

Councillor Long moved that Council approves Subdivision Application DV/16/01 subject to the seven conditions noted below:

1. The Developer is to engage an Alberta Land Surveyor to prepare a Plan of Subdivision for registration at Land Titles Office based on the attached subdivision drawing dated April 9, 2016. The Developer shall instruct the Surveyor to use the Town's block numbering system.
2. The Developer is to enter into and fully comply with a Development Agreement with the Town of Drayton Valley under section 655 of the *Municipal Government Act*. This Agreement must include but is not limited to:
 - a. construction of all necessary approaches, drainage ways, water and sewer lines, and other utilities to serve the proposed lot. The Development Agreement will specify the standards of these improvements.
3. The Developer is to pay any off-site levies required by the Town of Drayton Valley's Bylaw.
4. The Developer is to contact local power and gas companies to determine whether any new utility services and/or easements are required, and provide written confirmation from the utilities that any necessary arrangements have been made.

**Regular Meeting of Council
Minutes of November 2, 2016
Page 4 of 6**

5. The Developer is to pay any outstanding taxes owing on the property to the Town.
6. The Developer is to pay an endorsement fee of \$200 to West Central Planning Agency when the Plan of Subdivision is submitted for endorsement.
7. The Developer is to pay all reserves that are currently owing. The amount owing was deferred on the property under Caveat Registration # 082 514 308 on November 25, 2008, and will remain on the unsubdivided portion of the quarter section.

CARRIED

8.0 Department Reports

8.1 Engineering and Development

Mr. Fraser informed Council about activities within the Water Treatment Plant and that the facility will be visited by students from the local elementary schools in the next weeks. The Women in Leadership program will commence in January 2017. Mr. Fraser advised that the Waste and Recycling Collection RFP will close on November 10. Moreover, he mentioned changes in staffing in Planning and Development, as well as advising of the work being undertaken by Public Works.

8.2 Community Services & FCSS

Ms. Driessen advised Council of the following:

- fall programming and courses at the Park Valley Pool, Total Works Fitness Centre, FCSS, ECDC, Mackenzie Conference Centre, and Omniplex are underway;
- status of the development of the Open Space Park; and
- housing initiatives.

8.3 Economic Development

Mr. Burton provided Council with a review on the Small Business Luncheon and the Economic Development Associates of Canada Conference in Saskatchewan. He further informed about meetings with entrepreneurs and upcoming roundtable discussions.

Councillor Nadeau asked if it was beneficial that Council members attend the roundtables. Mr. Burton would welcome Council participants at the bio-industrial roundtable and will advise Council of the tourism roundtable closer to the date.

8.4 Emergency Services

Deputy Fire Chief Lasek presented Council with the Emergency Services Statistics for the month of September 2016. Mr. Lasek advised of programs that occurred in connection with the Fire Prevention Month of October, advising that Chief Thomson will provide greater detail when he presents the October 2016 statistics at the next Council meeting.

8.5 Administration

• **Communications and Marketing**

Mr. Russell advised Council of updates on the Town website, the completed budget consultation, and the participatory budget.

Mayor McLean called a break at 10:09 a.m.

Mayor McLean reconvened to meeting at 10:24 a.m.

**Regular Meeting of Council
Minutes of November 2, 2016
Page 5 of 6**

9.0 Council Reports

9.1 Councillor Long

- October 17: Small Business Luncheon
- October 23-25: Travel Alberta Industry Conference

9.2 Councillor Shular

- Nothing to report

9.3 Councillor Wheeler

- October 14-15: Women in Business Conference
- October 17: Small business luncheon
- Pembina Physician Recruitment and Retention Committee meeting
- Aim for Success Pumpkin Carving Night

9.4 Councillor Bossert

- October 15: Women in Business Conference Gala Dinner
- October 17: Small Business Luncheon
- October 19: Budget Discussions
- October 19: Fire Department Open House
- October 25: Black Cat Appreciation Day at Rotary Library
- October 26: Governance & Priorities Committee Meeting
- October 27: Waste Management Committee Meeting
- Encouraged residents to participate in
 - November 11: Remembrance Day Services
 - November 17: Breakfast with the Guys organized by Pembina Crisis Connection Society

9.5 Councillor Fredrickson

- Healthy Communities Coalition Meeting
- October 23-25: Travel Alberta Industry Conference
- October 27: Waste Management Committee Meeting

9.6 Councillor Nadeau

- October 17-19: Creative City Summit
- Presented the Press Release of the Communities in Bloom competition

9.7 Mayor McLean

- October 17: Small Business Luncheon
- October 18: DV Community Outreach School Open House
- October 19: Emergency Service Open House
- October 20: Roundtable hosted by Bank of Nova Scotia;
- October 24: First Poppy Presentation at the Royal Canadian Legion
- November 11: Remembrance Day Services

10.0 Information Items

-
- 10.1. Economic Development Committee Meeting Notes – July 20, 2016, and September 21, 2016
-

**Regular Meeting of Council
Minutes of November 2, 2016
Page 6 of 6**

10.2. Brazeau Seniors Foundation Special Meeting Minutes – August 4, 2016
10.3. Councillor Wheeler's AUMA Conference Report
10.4. Child Operational Board Minutes – June 21, 2016
10.5. Proclamation: Alberta Foster and Kinship Caregiver Week 2016
10.6. Sustainability Committee Meeting Notes – August 12, 2016, and September 23, 2016
10.7. STAR Catholic Board Highlights October 2016
10.8. Childcare Operational Board Minutes – June 2016
10.9. Drayton Valley Brazeau County Fire Services – September Stats
10.10. Traffic Advisory Committee Notes – August and September 2016

RESOLUTION #196/16

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

CARRIED

11.0 Adjournment

RESOLUTION #197/16

Councillor Shular moved that Council adjourn the November 2, 2016, Regular Meeting of Council at 10:48 a.m.

CARRIED

MAYOR

ACTING CHIEF ADMINISTRATIVE OFFICER



Town of Drayton Valley

Delegation Request Form

Name(s): Bob Winship

Organization: Weyerhaeuser - Pembina Timberlands

Contact Number: 780-621-5530 Contact E-mail: bob.winship@weyerhaeuser.com

Mailing Address: Box 7739, Drayton Valley, AB T7A 1S8

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)

Weyerhaeuser is developing a long term forest management plan that guides forest resource management for the surrounding Green Zone to the community, that will integrate with upcoming regional land use planning by the Province. The intent of the presentation to Council is to a) make Council aware of land use planning in the local Green Zone, and b) provide an opportunity for input.

Additional Information Provided

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

Please indicate any preference you have for meeting:

If possible, I would like to offer a brief (15 min) slide presentation plus Q&A time. If this is not possible, then I will just introduce the topic.

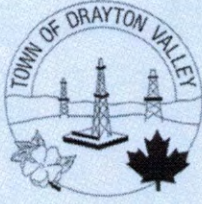
Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST



Town of Drayton Valley

Delegation Request Form

Name(s): Carolyn Lychak

Organization: _____

Contact Number: _____

Mailing Address: _____

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

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)

Taxes and penalties on #18 Pleasantview m+p

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

OFFICE OF THE MAYOR



**DRAYTON
VALLEY**

October 28, 2016

Carolyn Lychak

Via E-mail: FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Dear Ms. Lychak:

RE: Tax Waiver Request for Lot 18 Pleasant View MHP, Tax Roll #86001800

Your request to waive the taxes for the above mentioned property was briefly discussed during the October 26, 2016, Governance and Priorities Meeting.

When mobile homes change ownership, a notice must be forwarded to the municipality advising of the name of the new owner. During the discussion Council enquired whether or not you had legal representation for the sale in 2011. If so, please have your representative provide the Town Office with proof that the Town was advised of the change of ownership at the time of the purchase.

Additionally, my understanding is that you would like to discuss the topic in person before Council. Attached you will find the Delegation Request Form. Please complete the form and return it to the Town, including an indication of any date preference, at your earliest convenience.

Thank you for your time and attention to this matter.

Sincerely,

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Glenn McLean
Mayor

/rb
Enclosure

M:\Correspondence\2016\Letters\2016-10-28 Lot 18 Pleasantview MHP Waiver Followup.docx



Town of Drayton Valley

Delegation Request Form

Name(s): Tom Thomson or Kamil Lasek
 Organization: Drayton Valley/Brazeau County Fire Services
 Contact Number: (780)514-2216 Contact E-mail: fireadmin@draytonvalley.ca
 Mailing Address: Box 6685 Drayton Valley, Alberta T7A 1S1

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)

Employer Appreciation Presentation for the Town of Drayton Valley
Employees: Tom Thomson, Murray Galavan, Kamil Lasek, William Geuth, Robert Reid, Carla Appleby, Denis Poulin, and Mitch Newton

Additional Information Provided

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

Please indicate any preference you have for meeting:

Please present this right after Fire Services Stats

Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST

SECTION: 6

ITEM: 6.1	Property Tax Penalty Waiver for Roll 86001800
Department:	Finance
Presented by:	Councillor Shular
Support Staff:	Kevin McMillan, Assistant Director of Corporate Services

BACKGROUND:

In reviewing outstanding property tax accounts for mobile homes within the Town, Administration made contact with the owner for Roll# 86001800 by utilizing an owner listing from the mobile home park manager. Administration advised the owner of the mobile home that property taxes were in arrears and that penalties are owed as a result. The total amount outstanding is \$2,823.53, which includes penalty fees of \$1,392.72.

During the discussion with the mobile home owner, Administration was informed that a letter was sent to the Town from the legal representative acting on behalf of the owner when the mobile home was purchased in 2011. The owner advised that she had not received correspondence from the Town and any mail delivered to her mailing address for the previous owner was marked "Return to Sender" and put back in the mail delivery. Administration has investigated the roll file for the property and confirmed there had not been receipt of any correspondence from the owners' legal representative until September of this year. As such there was not an ownership change in the town's records previously.

The owner has submitted a formal request to have the penalties in the amount of \$1,392.72 waived.

This item was reviewed in the October 26, 2016 Governance and Priorities Meeting where Council requested that Administration contact the owner to allow another opportunity to provide documentation that the 2011 ownership change was sent to the Town Office. A letter from the Mayor was sent to the owner requesting same. Additionally, the Revenue Manager called the owner October 26, 2016, to request additional documents that would show the ownership change was sent to the Town Office. The owner said there was nothing else to provide.

OPTIONS:

- A. That Council approve a waiver of tax penalties in the amount of \$1,392.72 for Tax Roll # 86001800.
- B. That Council denies the request of a waiver of any tax penalties for Tax Roll # 86001800.
- C. That Council table the request for waiver of tax penalties for Tax Roll #81020900 to a future Council meeting.

MOTION:

I move that Council_____.



**DRAYTON
VALLEY**

OFFICE OF THE MAYOR

October 28, 2016

Carolyn Lychak

Via E-mail: **FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)**

Dear Ms. Lychak:

RE: Tax Waiver Request for Lot 18 Pleasant View MHP, Tax Roll #86001800

Your request to waive the taxes for the above mentioned property was briefly discussed during the October 26, 2016, Governance and Priorities Meeting.

When mobile homes change ownership, a notice must be forwarded to the municipality advising of the name of the new owner. During the discussion Council enquired whether or not you had legal representation for the sale in 2011. If so, please have your representative provide the Town Office with proof that the Town was advised of the change of ownership at the time of the purchase.

Additionally, my understanding is that you would like to discuss the topic in person before Council. Attached you will find the Delegation Request Form. Please complete the form and return it to the Town, including an indication of any date preference, at your earliest convenience.

Thank you for your time and attention to this matter.

Sincerely,

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Glenn McLean
Mayor

/rb
Enclosure

M:\Correspondence\2016\Letters\2016-10-28 Lot 18 Pleasantview MHP Waiver Followup.docx

To The Town of Drayton Valley.

I have provided documents to your office that shows we have done our diligence. Therefore, I am disputing the penalties on the back taxes you are charging me. I am also a single mother so expecting this kind of money from me is unacceptable when you have had several years to bill me. Please advise me when this issue can be addressed at a council meeting as I would be attending. This is clearly an error on the Town of Drayton Valley's part.

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Please contact me at

Thank you

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Sept 15, 2016

BILL OF SALE

THIS BILL OF SALE made this 18 day of February, 2011.

BETWEEN:

MODESTE ENTERPRISES LTD.

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4) Drayton Valley, Alberta T7A 1M7

(the "Grantor")

- and -

CAROLYN Lychak

#18 Pleasantview Mobile Home Park
Drayton Valley, Alberta T7A 1M7

(the "Grantee")

IN CONSIDERATION of the sum of **ONE (\$1.00) DOLLARS**, paid by the Grantee to the Grantor, the receipt of which is hereby acknowledged, the Grantor has bargained, sold, assigned, transferred and set over unto the Grantee the following goods, chattels and personal property, (the "Chattels"), namely:

Mobile Home: **1977 VELARIE MOBILE HOME**

Model: FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Serial Number:

which Chattels are now in the possession of the Grantor and are presently situate at:

**#18 Pleasantview Mobile Home Park
Drayton Valley, Alberta**

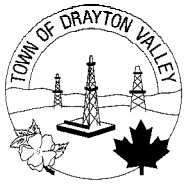
THE GRANTOR COVENANTS:

1. That the Grantor is now rightfully and absolutely possessed of the Chattels and has the right to sell them.
2. That the Grantee shall enjoy quiet possession of the Chattels.
3. That the Grantor will do and execute all such further acts, deeds and assurances that the Grantee may reasonably request, but at the Grantee's expense.
4. That the Chattels are free from any charge or encumbrance except as hereinafter noted.

IN WITNESS WHEREOF the Grantor has hereunto set their hands and seals.

) **MODESTE ENTERPRISES LTD.**

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)



TOWN OF DRAYTON VALLEY

BOX 6837, 5120 - 52 STREET

DRAYTON VALLEY, AB T7A 1A1

Phone: 780.514.2200 Fax: 780.542.5753

Website: www.draytonvalley.ca

Page 17 of 118
Page: 1

T A X S T A T E M E N T

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

#18 PLEASANTVIEW TRAILER PARK
DRAYTON VALLEY AB T7A 1M7

Owner #	Roll #	Statement Date	Statement Total
62437	86001800	2016/10/05	2, 823. 53

Lot - Block - Plan
18 - - PLEASANTVI

Mun Addr: #18 PLEASANTVIEW MHP

Invoice Date	Invoice Description	Reference	Amount
2012/01/03	Penal ty - 2012 Current Taxes	15.00 %	Inv#-0033120 227. 01
2012/05/07	2012 TAX LEVY		Inv#-0036515 247. 45
2012/07/05	Penal ty - 2012 Current Taxes	15.00 %	Inv#-0037019 37. 12
2013/01/02	Penal ty - 2013 Current Taxes	15.00 %	Inv#-0037592 204. 29
2013/04/24	2013 TAX LEVY		Inv#-0041081 258. 35
2013/07/04	Penal ty - 2013 Current Taxes	15.00 %	Inv#-0041597 38. 75
2014/01/02	Penal ty - 2014 Current Taxes	15.00 %	Inv#-0042248 225. 50
2014/05/02	2014 TAX LEVY		Inv#-0045825 278. 13
2014/07/04	Penal ty - 2014 Current Taxes	15.00 %	Inv#-0046386 41. 72
2015/01/05	Penal ty - 2015 Current Taxes	15.00 %	Inv#-0047088 233. 75
2015/05/06	2015 TAX LEVY		Inv#-0050743 306. 11
2015/07/06	Penal ty - 2015 Current Taxes	15.00 %	Inv#-0051294 45. 92
2016/01/04	Penal ty - 2016 Current Taxes	15.00 %	Inv#-0052066 321. 62
2016/05/12	2016 TAX LEVY		Inv#-0055869 340. 77
2016/07/06	Penal ty - 2016 Current Taxes	5.00 %	Inv#-0056592 17. 04

Account Balance			
Current	1 Year Arrears	2 Year & Up	Balance Due
679. 43	585. 78	1, 558. 32	2, 823. 53



Box 6837, 5120 - 52 Street
Drayton Valley, AB T7A 1A1

Owner #	Roll #	Statement Date	Statement Total
62437	86001800	2016/10/05	2, 823. 53

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

#18 PLEASANTVIEW TRAILER PARK
DRAYTON VALLEY AB T7A 1M7

		SECTION:	6
AGENDA ITEM: 6.2	Council Cost of Living Adjustment Waiver		
Department:	Administration		
Presented by:	Councillor Wheeler		
Support Staff:	Dwight Dibben, CAO		

BACKGROUND:

At the November 2, 2016, Governance and Priorities Meeting, discussion of cost saving measures for the 2017 fiscal year and the annual cost of living increase or adjustment to Council's remuneration (as per Policy C-01-00) were discussed. It was determined that Council would be willing to forego the increase for the upcoming year, 2017.

MOTION:

That Council approve the waiver of the 2017 Council Cost of Living Increase or adjustment.

AGENDA ITEM: 6.3	Fired Up for the Holidays Insurance
Department:	Community Services Department
Presented by:	Councillor Bossert
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

On December 9, 2016, the Town of Drayton Valley and community volunteers will host “Fired Up For the Holidays”.

This event will allow 50-80 youth, ages 13- 17, to participate in activities and a campfire free of charge.

The Fired Up For the Holidays event provides a unique experience combining arts, physical activity, and socialization in an outdoor setting.

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

- bussing to and from the site;
- campfire;
- refreshments to cook over the campfire;
- glow in the dark capture the flag;
- snow shoeing; and
- graffiti art.

The Town’s insurer has indicated that activities or events endorsed by a Resolution of Council will be recognized as an insured event, thereby minimizing the need for Special Event Insurance. Administration is therefore recommending that the “Fired Up For the Holidays” event be endorsed by Town Council as an insured activity of the municipality.

OPTIONS:

1. That Council endorse the “Fired Up for the Holidays” event as an insured event.
2. That Council not endorse the “Fired Up for the Holidays” event as an insured event, requiring that the event organizers obtain Special Event Insurance Coverage.

MOTION:

That Council _____.

**FIRED UP
FOR THE
HOLIDAYS!**

**FRIDAY
DEC 9TH**

- FREE!!!
- DRESS WARM!!!
- SECRET LOCATION

WHERE???

**MEET ACROSS FROM
THE TOWN OFFICE TO
BOARD THE SHUTTLE**

WHEN???

4:30 PM

**BONFIRE!
HOT DOGS!
MARSHMALLOWS!
MUSIC!**

**SNOW-SHOEING
GRAFFITI ART
GLOW IN THE DARK
CAPTURE THE FLAG!**

GET READY TO

LET LOOSE

**LAUGH &
HAVE FUN!**

**AGES
13-17**

MEANWHILE...



**CALL TO HOLD
YOUR SEAT....**

**JeanAnne
(780) 514-2560**

LIKE OUR OMNIPLEX FACEBOOK PAGE FOR UPDATES

**MUST HAVE SIGNED PERMISSION SLIP &
STUDENT ID TO BOARD SHUTTLE.**

DRAYTON VALLEY

		SECTION: 6
AGENDA ITEM: 6.4	Appointment of Town Financial Auditor	
Department:	Administration	
Presented by:	Councillor Fredrickson	
Support Staff:	Kevin McMillan, Assistant Director of Corporate Services	

BACKGROUND:

A Request for Proposals for the financial audit services for the Town of Drayton Valley was issued on October 7, 2016, seeking services for a three-year fiscal period, representing the calendar years 2016 through and including 2018. Upon the date of closing of the Request for Proposals, four proposals were received.

Administration has conducted an evaluation of the four proposals based upon the Town's established criteria. The listing of the proposals received and corresponding bid rates were as follows:

- Hawkings Epp Dumont LLP - \$117,000
- Feddema and Company - \$142,150
- KPMG – \$148,500
- Wilde and Company – \$251,350

The accounting firm of Hawkings Epp Dumont LLP was found to have submitted the strongest bid, both quantitatively and qualitatively, and it is Administration's recommendation that that firm be awarded the contract for services.

OPTIONS:

1. That Council approve retaining the services of Hawkings Epp Dumont LLP as financial auditor for the Town of Drayton Valley for a three-year (3) fiscal period for the calendar years 2016 through and including 2018.
2. That Council approve retaining the services of another of the proponents {name to be inserted} as financial auditor for the Town of Drayton Valley for a three-year (3) fiscal period for the calendar years 2016 through and including 2018.
3. That Council refuse to retain the services of any of the proponents which submitted a bid in response to the Request for Proposals for financial auditing services and direct Administration to re-issue the Request for Proposals.
4. That Council table the retention of financial audit services to a future Council meeting.

MOTION:

That Council

AGENDA ITEM: 6.5	Naming of the Open Space Development (old HW Pickup Grounds)
Department:	Community Services Department
Presented by:	Councillor Nadeau
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

The Town's new park, located on the old HW Pickup School Grounds, is an initiative by the Town of Drayton Valley to revitalize an open expanse of land situated centrally to the Town's residential population. The development is a premiere park setting that will generate activity, connectedness, friendships, respect, tolerance and an enhanced quality of life. These elements are all indicative of a resilient community.

Earlier this summer, Administration implemented the Town's Asset Naming Policy, and invited the community to suggest names for the new park. Numerous suggestions were received, and Council engaged itself in an exercise to select a name that would identify the park for all individuals and families that will use the many amenities in the park.

Town Council is therefore being requested to approve a name for the new park.

OPTIONS:

1. That Council approve the name of the new park as "Discovery Park".
2. That Council not approve the name of the new park as "Discovery Park", requiring that administration pursue different naming options.

MOTION:

That Council _____ .

AGENDA ITEM: 6.6	Letter of Support for Medically At-Risk Driver Centre (MARD) Grant Application
Department:	Community Services Department
Presented by:	Councillor Long
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

Lack of Specialized Transportation in Drayton Valley and surrounding areas has been an ongoing identified issue for our community. The transportation study, conducted in 2012, by the Town of Drayton Valley and Brazeau County, recognized this gap in transportation services for seniors and people with disabilities.

Drayton Valley and District FCSS was contacted by West Central Alberta & Alberta Metis Off-Settlement, about a pilot project through Medically At-Risk Driver Centre (MARD). MARD has put a call out for grant applications to work in conjunction with the Centre to implement a sustainable model of alternative transportation for seniors and persons with disabilities in rural Alberta. This collaboration, if the application is successful, will help to develop and implement a Specialized Transportation plan for Drayton Valley and the surrounding area that is feasible and sustainable for the long term. Grant funds are available to develop a Business Plan for Specialized Transportation that addresses the service delivery model, the financial budgets, the sources of funding for capital and operating needs, and implementation strategies.

Currently Administration is working with the Drayton Valley Community Bus Association to apply for this project, as the Association has agreed to provide the Specialized Transportation service when all program logistics have been confirmed.

As the official signatory for the MARD Grant application, the Community Bus Association will be requesting MARD grant funding of \$34,000. There is no requirement for matching funds for this grant program.

At this time we do not have Specialized Transportation in Drayton Valley and surrounding areas. Although there is a taxi service, there are limitation for seniors and people with disabilities, including affordability and ease of access.

OPTIONS:

1. That Council provide a letter of support for the grant application through the Medically At-Risk Driver Centre
2. That Council decline the request to provide a letter of support for the grant application through the Medically At-Risk Driver Centre.

MOTION:

That Council _____ .



REQUEST FOR PROPOSALS

Implementing and Assessing Alternate Transportation for Seniors (ATS) –

Validation of the *Transportation Toolkit for the Implementation of Alternate Transportation for Seniors in Alberta*

Brief Project Overview

Alberta's population is aging and it is anticipated this will increase the demand for alternate transportation services, particularly among seniors in rural areas. The Medically At-Risk Driver (MARD) Centre is inviting proposals from interested rural Alberta community organizations, rural municipalities, counties, or municipal districts to work with MARD to implement a sustainable model of alternate transportation for seniors (ATS) and persons with disabilities (PWD) in a rural (population less than 15,000) area in Alberta. This pilot project will use the *Transportation Toolkit for the Implementation of Alternate Transportation for Seniors in Alberta* (hereinafter referred to as the *Toolkit*) as a resource to guide in the development and implementation of an ATS service in a rural Alberta community.

Background

The MARD Centre is located in the Department of Family Medicine at the University of Alberta. Alternate transportation for seniors is one of MARD's priority areas of research. There are a number of challenges to implementing ATS services, particularly in rural communities. One of the most common challenges is the absence of easily accessible and targeted information on the development of ATS service provision. To address this challenge, the MARD Centre developed the *Toolkit*. The goal of this *Toolkit* is to provide communities in both urban and rural communities with the resources and information needed for the successful development and implementation of a sustainable, responsive model of ATS service in the community.

Project Goals

The goals of this project are to successfully develop and to implement a responsive model of ATS services in a rural area of Alberta using the *Toolkit* as a guide (see www.mard.ualberta.ca). MARD will work with the successful Alberta applicant in the *development* and *implementation* of this ATS service. An overarching goal is for MARD to use the learnings from this project to *validate* the contents of the *Toolkit*.

Eligibility

Proposals will be accepted from:

- Organizations (e.g., senior's centres, handivan societies, volunteer driving programs, municipalities, FCSS, etc.) that currently have a structure in place. This includes those organizations that have already set up as either a non-profit organization (e.g., registered charity, foundation, or non-profit corporation); non-profit company; society, or charitable organization; and
- Organizations that already have a mechanism in place for delivering rides (e.g., have a vehicle(s) for providing rides; have a driver or drivers in place); and

Organizations must:

- Be situated in a community in Alberta with a population of < 15,000 people.

Project Objectives

The objectives of this project are to:

- Develop and implement an ATS service in a rural Alberta community.
- Utilize the learning from the project to validate the contents of the *Toolkit*. Key areas of validation may include some or all of the following:
 1. Getting Started (e.g., identifying key contacts, compiling information, sharing results, developing a project plan);
 2. Project Planning (e.g., developing a vision and mission statement, developing specific objectives and strategies, and developing an Action Plan);
 3. Conducting a Community Transportation Needs Assessment;
 4. Launching your Service (e.g., developing a Policy Manual, managing the ongoing day-to-day operations of the ATS service, and responding to challenges);
 5. Receiving Feedback and Evaluating the ATS Service (e.g., receiving feedback, formally evaluating the ATS service); and
 6. Building a Sustainable Transportation Service (e.g., fundraising, marketing strategies, fostering collaborations and partnerships, promoting community engagement and leadership).
- Disseminate the learnings from the project through a web-based version of the final report (www.mard.ualberta.ca) and through a *Virtual Community of Practice (CoP)*.

MARD will work with the successful community in the development, implementation, assessment, and dissemination activities related to the above noted objectives.

Measurable Outcomes

Collection of data on the measurable outcomes will be done by MARD in collaboration with the successful applicant/organization. The data collected will be jointly shared by MARD and the successful applicant/organization. Measurable outcomes include:

- Quantitative and qualitative data related to the implementation process based on identified elements in the *Toolkit* (see Project Objectives);
- Rides provided from inception, trip purposes, etc.;
- Costs (direct and indirect) of implementing service;
- Participant satisfaction surveys; and
- Timelines for implementation of service.

Project Timelines

- RFP due December 7, 2016;
- Notification of successful applicant on December 19, 2016;
- Announcement of successful applicant on the MARD website December 20, 2016; and
- Commence working with successful applicant/organization January through September, 2017.

Final Report

Due September 30, 2017 (A draft final report due four weeks in advance to allow time for edits/changes).

Project Funding

Funding provided through the Ministry of Seniors and Housing, Government of Alberta.

Funding (\$34,000)

- Funding for this project includes \$10,000 in direct funding for eligible expenses as outlined below and \$24,000 in project support from MARD personnel for training, mentorship, data capture, assistance in data evaluation, report generation, and knowledge dissemination activities.
- Eligible direct funding expenses include:
 - Development of an administrative structure;
 - Training (e.g., Board Members, office staff, drivers);
 - Developing a Project Plan;
 - Developing a website;
 - Developing a fundraising strategy;
 - Consultation and mentoring on risk management and insurance;
 - Developing a Policy Manual;

- Formal evaluation of services;
- Hosting a Town Hall meeting (\$150 for refreshments, \$550 for ad in community newspaper) (\$700); and
- Attendance at the Grey Matters 2017 Conference and presentation of results (registration, accommodations, and dinner for 2 community members) (\$1,300).

Any direct financial support that exceeds the project funding limit is the responsibility of the community.

Proposal Requirements

All applicants are required to complete their application using the attached proposal template.

The proposal should:

- Summarize the suitability of community to undertake the pilot project;
- Demonstrate capacity to undertake the pilot project;
- Describe efforts related to the sustainability of the ATS service once the pilot project is complete; and
- Provide letters of support for your application (e.g., ability of your service/organization to *establish* and *support* the implementation of ATS service in the community; the need for the proposed pilot project in your community; and the need for and benefits of the proposed pilot project for the community).

Proposal Deadline

Your RFP application, using the proposal template, must be received on or before **1530 hours (3:30 pm) on December 7, 2016** in either hard-copy or electronic format. Late applications will not be accepted.

Selection Criteria/Evaluation of Proposals

An Adjudication Review Committee, consisting of internal and external committee members, will independently review and rate all proposals based on pre-defined criteria. The final decision will be based on consensus among Committee members. The successful applicant will be notified by **December 19, 2016**, with posting on the MARD website on December 20, 2016.

Submission Instructions

Using the formal proposal template, electronic RFP applications can be emailed to mard@ualberta.ca.

Hard copies may be mailed to:

[Tara Pidborochynski](#)

[Research Coordinator](#)

[6-40 University Terrace](#)

[8303-112 St, Edmonton AB, T6G 2T4](#)

SECTION: 6

ITEM: 6.7	Level of Service Delivery Timeline Change
Department:	Fire Services
Presented by:	Councillor Shular
Support Staff:	Tom Thomson, Director of Emergency Services

BACKGROUND:

The Fire Service is asking Council for a change to the five year Level of Service Delivery Program ("Plan") time schedule moving medical response from beyond 2018 to the present year of 2016.

In 2014, the Fire Service presented to Council a detailed Plan outlining a five year plan for the implementation of specialized services within the department. Included within the Plan was the review and possible initiation of a Medical Response Program beyond 2018. Council approved the Plan as presented by the Fire Service in June 2014.

Since 2014 many things have changed in regards to emergency medical response in Alberta. Alberta Health Services has come forward with a grant opportunity which would provide funding to local fire departments to access training opportunities and assist in the purchase of medical equipment. Many of the strict policies that were in place in 2014 have been changed, making it easier for fire departments to offer some type of a Medical Response Program. The grant application can be made for up to a maximum of \$3,000.00 which covers training and equipment costs.

It should be noted that this grant program has not been formulated to replace the existing emergency medical services already in the community, but rather to support it.

By approving a year change from beyond 2018 to the present year of 2016 for a Medical Response Program, it will allow the Drayton Valley Brazeau County Fire Service the opportunity to apply for grant funding which would provide much needed medical training and equipment for the department.

OPTIONS:

1. That Council approve a time change in the Level of Service Delivery Program timeline for medical response from beyond 2018 to the current year of 2016.
2. That Council refuse a time change in the Level of Service Delivery Program timeline for medical response from beyond 2018 to the current year of 2016.
3. That Council table the requested time change in the Level of Service Delivery Program timeline for medical response from beyond 2018 to the current year of 2016 in order to _____.

MOTION:

That Council _____.

SECTION: 6

ITEM: 6.8	Fire Rescue/Pumper Truck
Department:	Fire Service
Presented by:	Councillor Wheeler
Support Staff:	Tom Thomson, Director of Emergency Services

BACKGROUND:

In the 2016 budget deliberations, Council was provided with the estimated cost for a new fire rescue/pumper truck for Station 3 in Drayton Valley. The total cost for the truck was budgeted for \$700,000.00 of which the Town of Drayton Valley and Brazeau County would each share the cost at \$350,000.00 each.

Fortunately, a Provincial joint grant application was approved, resulting in \$350,000.00 being awarded to the joint municipalities for this project. Consequently, each municipality was to share the remaining costs for the project of \$175,000.00 each.

A Request for Proposals was issued to fire apparatus manufacturers and five bid proposals were received. Of the five bid proposals, only three met the specifications outlined in the Request for Proposal. Unfortunately, all three of the remaining bids exceeded the \$700,000.00 budget which was originally established, due to the Canadian/US dollar exchange rate and a larger engine that met the specifications. The three bids are as follows:

- Fort Garry Fire Trucks \$764,239.00 plus GST
- Hub Fire Engines \$879,046.00 plus GST
- Rocky Mountain Phoenix \$787,067.00 plus GST

Accordingly, Administration is requesting that Council approval the expenditure cost of \$207,119.50 for the Town's portion of the fire rescue/pumper truck, which has a total cost of \$764,239.00, plus GST.

Drayton Valley/Brazeau County Fire Service, subject to approval of the requested expenditure increase by Town and County Councils, is proposing to award the tender to the Fort Garry Fire Trucks, which provided a bid of \$764,239.00, plus GST; that proposal represents the lowest bid of the eligible three.

Should approval be granted for this to proceed the Fire Service will require \$76,294.00 in 2016 from the Town (half the cost of the down payment) and the remainder of funds carried forward to 2017 of \$130,825.50.

OPTIONS:

1. That Council approve the expenditure of \$207,119.50 for the Town's portion of the fire rescue/pumper truck for Station 3, subject to the approval of the same amount by Brazeau County Council, for a total cost of \$764,239.00 plus GST,

AND

That Council approve the awarding of the tender to Fort Garry Fire Trucks in the amount of \$764,239.00, plus GST, for the fire rescue/pumper truck for Station 3.

AND

That Council approve the carry forward of funds into the 2017 budget for the Fire Services fire rescue/pumper truck for Station 3 in the amount of \$130,825.50.

2. That Council defer the purchase of a fire rescue/pumper truck for Station 3, to 2017, and direct Administration to retender the project accordingly.
3. That Council table the request for expenditure approval in the amount of \$207,119.50, plus GST, subject to the approval of the same amount by Brazeau County Council.

MOTION:

That Council _____.

AGENDA ITEM: 6.9	Town of Drayton Valley 60th Anniversary Grant Policy A-06-16
Department:	Administration
Presented by:	Councillor Bossert
Support Staff:	Dwight Dibben, CAO

BACKGROUND:

In recognition of the 60th anniversary of the Town of Drayton Valley, and in a desire to encourage active participation in events and activities to mark this milestone, a special grant program has been proposed. This grant program is intended to foster active participation in the program, event, and legacy undertakings in conjunction with the Town's anniversary.

Administration has prepared the attached Policy A-06-16, consistent with the existing Policies for Town grants, for Council's consideration. There are some notable exceptions to the standard requirements for grants which are distributed annually; recipients need not show financial viability for their organization, given that the applicant may be an individual or ad hoc group proposing an event in celebration of this momentous year. Further, a report will not be required following the completion of the event.


The proposed Policy sets out that funding will be established within the 2017 budget and will be distributed in increments of \$600.00 per approved application.

OPTIONS:

1. That Council approve the Town of Drayton Valley 60th Anniversary Grant Policy A-06-16, as presented.
2. That Council approve the Town of Drayton Valley 60th Anniversary Grant Policy A-06-16, with amendments to ____.
3. That Council refuse the Town of Drayton Valley 60th Anniversary Grant Policy A-06-16.
4. That Council table the Town of Drayton Valley 60th Anniversary Grant Policy A-06-16 to a future meeting of Council.

MOTION:

That Council _____.

Subject:	Town of Drayton Valley 60 th Anniversary Grant Policy	Policy No.:	A-06-16	
Department:	Administration			
Approval Date:		Review Date:		
Associated Policies:				

Town of Drayton Valley 60th Anniversary Grant Policy

Purpose

In recognition of the 60th anniversary of the Town of Drayton Valley (hereinafter referred to as the "Town"), and in a desire to encourage active participation in events and activities to mark this milestone, a special grant program has been established to foster active participation in program, event, and legacy undertakings in conjunction with the Town's anniversary.

General Policy

1. This grant program is made available to provide financial assistance to individuals, community groups, associations, and societies, as well as unique one-time ad hoc groupings that may wish to actively involved in activities of the anniversary program for the Town in 2017.
2. The Town will identify in its operating resources in the 2016 and 2017 yearly administration budgets funds to be allocated for these purposes.
3. Awards to be provided through this grant program shall not exceed six hundred (\$600.00) dollars per application or distinct community event aligned with a Town anniversary program.

Subject:	Town of Drayton Valley 60th Anniversary Grant Policy	Page:	2 of 9
Department:	Administration		
Approval Date:		Review Date:	

4. These awards may be within any or all of the following areas of contribution:
 - a. community events/services;
 - b. visual/performing arts, heritage and culture; and
 - c. leisure/sports/recreation,
 with an objective of celebrating the Town's 60th anniversary
5. Awards or assistance approved by the Town may take any of the following forms:
 - a. direct sponsorship through provision of funds;
 - b. indirect or in-kind sponsorship through:
 - i. discounts or subsidies;
 - ii. fee waivers;
 - iii. fee deferrals;
 - iv. purchase of advertising;
 - v. purchase of goods or services; or
 - vi. provision of services (ie. staff time or equipment).

Definitions

6. Within this Policy the following definitions shall apply:
 - a. *community event* means a specific affair, program, or function with an objective of celebrating the Town's 60th anniversary;
 - b. *organization* means, collectively, any individual, community group, association, society, or unique one-time ad hoc grouping.

Subject:	Town of Drayton Valley 60th Anniversary Grant Policy	Page:	3 of 9
Department:	Administration		
Approval Date:		Review Date:	

Responsibilities

7. The organization requesting a grant must:
 - a. be based in the community;
 - b. be supported by the 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; and
 - e. carry adequate insurance to protect any sponsoring agency.
8. Organizations or community events that will not be considered for grant funding include, but are not limited to:
 - a. funding for activities or organizations that take place outside of the community or remove funds from the community;
 - b. educational institutions;
 - c. religious institutions or organizations;
 - d. commercial (for-profit) events or organizations;
 - e. corporations or businesses;
 - f. advocacy groups;
 - g. ongoing operational budgets for organizations;
 - h. organizations that have restricted membership within the target market it serves; and
 - i. Provincially or nationally-based organizations that do not have an organized presence in the community.

Subject:	Town of Drayton Valley 60th Anniversary Grant Policy	Page:	4 of 9
Department:	Administration		
Approval Date:		Review Date:	

9. 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 are deemed to be part of the general operations of the Town and are excluded from receiving support grants. The approval of these events is at the discretion of Town Council.

Procedure

10. A selection committee comprised of the Town Ad Hoc Anniversary Committee and any other individual(s) which the Committee may choose to include for this purpose, will administer the one-time program based on the criteria established above.
11. Organizations hosting a community event and desiring a grant from the Town must submit a written application to the Town Ad Hoc Anniversary Committee in the form prescribed by the Town and attached hereto as Schedule "A". The application must provide, but may not be limited to, the following:
- details of the community event, listing date(s), time(s), location(s), and activity(ies) to be undertaken, specifically components relating to the Town's 60th anniversary;
 - the number of individuals or organizations will benefit from the community event;
 - the manner in which individuals or organizations will benefit from the community event;
 - the reason for requesting a grant from the Town;
 - the nature of the grant, including the amount of funds requested;
 - contact information, including name, address, telephone number and email address;
 - a list of other organizations that have been, or will be, approached for sponsorship; and
 - a description of how sponsoring organizations will be recognized.

Subject:	Town of Drayton Valley 60th Anniversary Grant Policy	Page:	5 of 9
Department:	Administration		
Approval Date:		Review Date:	

12. The Town Ad Hoc Anniversary Committee, which may include individual(s) the Committee may choose to add for this purpose, will administer the grant program on behalf of Town Council based on the criteria set out in the guidelines. Decisions to support grant applications will be based on the organization's ability to address the following criteria, whereby the stated service must:
 - a. have a clear objective of celebrating the Town's 60th anniversary;
 - b. benefit the community as a whole, or a specific major group within the community;
 - c. not duplicate past or present local services, unless a need to do so can be demonstrated;
 - d. provide equal access to the service, without discrimination;
 - e. not already be receiving direct or indirect support from the Town for the stated service; and
 - f. recognize the Town's contribution to the stated service.
13. Grant funding support may be provided for the full amount of the request, or for any portion of the requested contribution.
14. The amount of grant funds awarded 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 general revenues and will not be accruable to the next fiscal period.
13. Grant funding applications will be reviewed by the Town Ad Hoc Anniversary Committee at its discretion, following formal receipt.
14. Grant funding recipients will be required to include the Town's logo and tagline "Powered by Our History" in any materials, displays or items associated with the community event.

Subject:	Town of Drayton Valley 60th Anniversary Grant Policy	Page:	6 of 9
Department:	Administration		
Approval Date:		Review Date:	

This Policy, upon approval by Town Council, shall remain effective from the date of approval until December 31, 2017.

Mayor

Approval Date

Subject:	Town of Drayton Valley 60th Anniversary Grant Policy	Page:	7 of 9
Department:	Administration		
Approval Date:		Review Date:	

SCHEDULE "A"



TOWN OF DRAYTON VALLEY

60TH ANNIVERSARY GRANT APPLICATION FORM

Organization (meaning individual, community group, association, society, or unique one-time ad hoc grouping) Name: _____

Mailing Address: _____

Contact Name: _____ Title: _____

Email: _____ Telephone: _____

Date: _____

ORGANIZATION MANDATE

Description of the organization's mandate:

STATED SERVICE & OBJECTIVE OF CELEBRATING TOWN'S 60TH ANNIVERSARY

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

Subject:	Town of Drayton Valley 60th Anniversary Grant Policy	Page:	8 of 9
Department:	Administration		
Approval Date:		Review Date:	

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

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

SPONSORSHIP REQUEST

Reason for request from the Town:

Nature of the sponsorship and amount requested:

Please attach:

☐

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

☐

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

Subject:	Town of Drayton Valley 60th Anniversary Grant Policy	Page:	9 of 9
Department:	Administration		
Approval Date:		Review Date:	

How will sponsoring organizations be recognized:

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.

Applicants Signature: _____ Date: _____

MAIL TO:

Town of Drayton Valley
60th Anniversary Grant
Box 6837
Drayton Valley, AB T7A 1A1

DELIVER TO:

Town of Drayton Valley
60th Anniversary Grant
5102 - 52 Street
Drayton Valley, AB

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

The personal information on the 60th Anniversary 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.

Information Items

9.0 Information Items

Pages 41-118

9.1. RCMP Stats – October 2016	42-48
9.2. Waste Management Committee Notes – March, June, September 2016	49-54
9.3. Economic Development Committee Notes – October 2016	55-57
9.4. Councillor Long's Conference Report – AUMA	58-60
9.5. Councillor Nadeau's Conference Report – AUMA	61-63
9.6. Councillor Fredrickson's Conference Report – Travel Alberta Industry Conference	64-65
9.7. Legacy Project Notes – October 2016	66-67
9.8. Pembina Area Physician Recruitment Committee Notes – January-October 2016 and Annual General Meeting Notes	68-103
9.9. Library Board Minutes – May 2016	104-111
9.10. Universal Child's Day Proclamation	112
9.11. Councillor Long's Conference Report – Yellowhead Regional Library Conference	113-114
9.12. Certificate of Appreciation from Wood Buffalo County	115-116
9.13. Drayton Valley Brazeau County Fire Services – October Stats	117-118

MOTION:

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

Drayton Valley Municipal Detachment

Statistical Comparison

January to October: 2012 - 2016

All categories contain "Attempted" and/or "Completed"

Monday, November 07, 2016





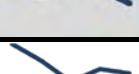









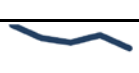








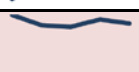


CATEGORY	Trend	2012	2013	2014	2015	2016
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		1	2	8	6	3
Sexual Assaults		12	3	8	6	10
Other Sexual Offences		2	2	5	3	3
Assault		159	128	120	96	69
Kidnapping/Hostage/Abduction		9	2	2	1	1
Extortion		0	0	1	0	1
Criminal Harassment		27	17	18	17	13
Uttering Threats		49	39	36	39	32
Other Persons		0	0	0	0	0
TOTAL PERSONS		259	193	198	168	132
Break & Enter		94	54	67	59	93
Theft of Motor Vehicle		89	69	84	57	64
Theft Over \$5,000		17	7	11	10	8
Theft Under \$5,000		231	306	295	219	241
Possn Stn Goods		43	27	48	22	28
Fraud		34	42	46	40	37
Arson		2	1	1	2	1
Mischief To Property		253	250	304	219	163
TOTAL PROPERTY		763	756	856	628	635
Offensive Weapons		13	12	24	17	9
Public Order		1	1	0	0	0
Disturbing the peace		132	135	79	69	36
OTHER CRIMINAL CODE		165	180	207	189	147
TOTAL OTHER CRIMINAL CODE		311	328	310	275	192
TOTAL CRIMINAL CODE		1,333	1,277	1,364	1,071	959

Drayton Valley Municipal Detachment

Statistical Comparison

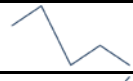
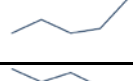

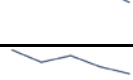
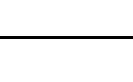
January to October: 2012 - 2016




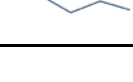
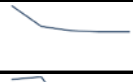

All categories contain "Attempted" and/or "Completed"

CATEGORY	Trend	2012	2013	2014	2015	2016
Drug Enforcement - Production		2	0	0	0	0
Drug Enforcement - Possession		49	38	67	35	28
Drug Enforcement - Trafficking		9	14	16	25	8
Drug Enforcement - Other		1	0	1	0	4
Total Drugs		61	52	84	60	40
Federal - General		14	10	5	8	7
TOTAL FEDERAL		75	62	89	68	47
Liquor Act		49	28	14	10	13
Other Provincial Stats		74	83	77	86	87
Total Provincial Stats		123	111	91	96	100
Municipal By-laws Traffic		5	7	7	8	4
Municipal By-laws		143	106	68	85	89
Total Municipal		148	113	75	93	93
Fatals		2	3	0	1	0
Injury MVC		5	8	5	6	13
Property Damage MVC (Reportable)		306	237	285	212	173
Property Damage MVC (Non Reportable)		40	31	28	33	24
TOTAL MVC		353	279	318	252	210
Provincial Traffic		637	451	440	351	379
Other Traffic		17	10	3	9	14
Criminal Code Traffic		134	108	80	64	62
Common Police Activities						
False Alarms		272	212	264	281	222
False/Abandoned 911 Call and 911 Act		61	90	81	101	86
Suspicious Person/Vehicle/Property		216	125	36	89	64
Persons Reported Missing		2	12	12	5	30
Spousal Abuse - Survey Code		149	123	118	137	127

This Report is generated from the PROS database and current scoring of files. All homicide files are not included in this report.

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

January to October	Trend	2012	2013	2014	2015	2016
Fatals		2	3	0	1	0
Injury MVC		5	8	5	6	13
Property Damage MVC (Reportable)		306	237	285	212	173
Property Damage MVC (Non Reportable)		40	31	28	33	24
Total MVC		353	279	318	252	210

January to October	Trend	2012	2013	2014	2015	2016
Impaired Operation*		Currently Not Available				
Roadside Suspensions - alcohol related - No charge**		17	10	3	9	14
Occupant Restraint/Seatbelt Violations**		5	7	3	6	0
Speeding Violations**		28	28	19	8	90
Intersection Related Violations**		21	15	9	13	10
Driving without Due Care or Attention*		Currently Not Available				
Other Moving Traffic*		Currently Not Available				
Other Non-Moving Violation**		130	84	75	73	73
Other CC Traffic***		22	23	7	12	14

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

Drayton Valley Municipal Detachment

Statistical Comparison

October: 2012 - 2016

All categories contain "Attempted" and/or "Completed"

Monday, November 07, 2016

CATEGORY	Trend	2012	2013	2014	2015	2016
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		0	0	0	0	2
Sexual Assaults		0	0	3	0	1
Other Sexual Offences		0	0	1	0	0
Assault		17	16	15	13	11
Kidnapping/Hostage/Abduction		0	0	0	0	0
Extortion		0	0	0	0	0
Criminal Harassment		1	1	2	1	2
Uttering Threats		6	6	3	10	1
Other Persons		0	0	0	0	0
TOTAL PERSONS		24	23	24	24	17
Break & Enter		8	2	10	10	10
Theft of Motor Vehicle		7	11	6	11	3
Theft Over \$5,000		1	0	2	2	1
Theft Under \$5,000		24	56	23	24	20
Possn Stn Goods		6	3	5	3	4
Fraud		3	4	4	1	6
Arson		0	0	0	0	0
Mischief To Property		28	35	31	26	10
TOTAL PROPERTY		77	111	81	77	54
Offensive Weapons		0	2	5	2	1
Public Order		0	0	0	0	0
Disturbing the peace		0	14	7	7	1
OTHER CRIMINAL CODE		23	18	29	17	16
TOTAL OTHER CRIMINAL CODE		23	34	41	26	18
TOTAL CRIMINAL CODE		124	168	146	127	89

Drayton Valley Municipal Detachment

Statistical Comparison

October: 2012 - 2016

All categories contain "Attempted" and/or "Completed"

CATEGORY	Trend	2012	2013	2014	2015	2016
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		6	2	7	3	0
Drug Enforcement - Trafficking		0	3	3	3	0
Drug Enforcement - Other		1	0	0	0	0
Total Drugs		7	5	10	6	0
Federal - General		1	1	1	1	0
TOTAL FEDERAL		8	6	11	7	0
Liquor Act		7	3	1	1	1
Other Provincial Stats		10	12	13	8	11
Total Provincial Stats		17	15	14	9	12
Municipal By-laws Traffic		1	0	0	0	1
Municipal By-laws		9	7	3	10	7
Total Municipal		10	7	3	10	8
Fatals		0	0	0	1	0
Injury MVC		0	0	1	0	1
Property Damage MVC (Reportable)		32	26	31	18	15
Property Damage MVC (Non Reportable)		5	2	4	1	1
TOTAL MVC		37	28	36	20	17
Provincial Traffic		44	47	52	24	25
Other Traffic		1	1	0	1	3
Criminal Code Traffic		21	14	8	9	15
Common Police Activities						
False Alarms		28	17	26	32	19
False/Abandoned 911 Call and 911 Act		1	10	11	8	8
Suspicious Person/Vehicle/Property		0	6	5	5	7
Persons Reported Missing		0	0	0	0	4
Spousal Abuse - Survey Code		10	10	9	13	12

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

October	Trend	2012	2013	2014	2015	2016
Fatals		0	0	0	1	0
Injury MVC		0	0	1	0	1
Property Damage MVC (Reportable)		32	26	31	18	15
Property Damage MVC (Non Reportable)		5	2	4	1	1
Total MVC		37	28	36	20	17



October	Trend	2012	2013	2014	2015	2016
Impaired Operation*		Currently Not Available				
Roadside Suspensions - alcohol related - No charge**		0	1	0	1	3
Occupant Restraint/Seatbelt Violations**		0	1	0	0	0
Speeding Violations**		0	6	0	0	1
Intersection Related Violations**		0	3	1	1	0
Driving without Due Care or Attention*		Currently Not Available				
Other Moving Traffic*		Currently Not Available				
Other Non-Moving Violation**		2	10	10	4	5
Other CC Traffic***		3	3	0	4	7







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

Drayton Valley Municipal Detachment

January to October: 2012 - 2016

All categories contain "Attempted" and/or "Completed"

Category	Trend	2012	2013	2014	2015	2016		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Theft Motor Vehicle (Total)		89	69	84	57	64		72.6	12.1	84.7	Within Norm	-6.2
Auto		4	8	3	2	5		4.4	2.1	6.5	Within Norm	-0.4
Truck/SUV/Van		49	33	53	43	43		44.2	6.8	51.0	Within Norm	-0.2
Motorcycle		6	4	6	1	0		3.4	2.5	5.9	Within Norm	-1.5
Other		24	20	13	11	15		16.6	4.8	21.4	Within Norm	-2.7
Take Auto without Consent		6	4	9	0	1		4.0	3.3	7.3	Within Norm	-1.4
Break and Enter (Total)		94	54	67	59	93		73.4	16.9	90.3	Issue	0.3
Business		18	29	26	31	56		32.0	12.8	44.8	Issue	7.8
Residence		45	16	28	22	25		27.2	9.7	36.9	Within Norm	-3.4
Cottage or Seasonal Residence		0	0	0	0	1		0.2	0.4	0.6	Issue	0.2
Other		24	4	10	5	6		9.8	7.4	17.2	Within Norm	-3.5
Spousal Abuse		149	123	118	137	127		130.8	11.0	141.8	Within Norm	-3
Robbery		1	2	8	6	3		4.0	2.6	6.6	Within Norm	0.8
Assault		159	128	120	96	69		114.4	30.3	144.7	Within Norm	-21.2
Sexual Assaults		12	3	8	6	10		7.8	3.1	10.9	Within Norm	-0.1

Traffic	Trend	2012	2013	2014	2015	2016		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Impaired Operation*		Currently Not Available						Currently Not Available				
Roadside Suspensions - alcohol related - No grounds to charge**		17	10	3	9	14		10.6	4.8	15.4	Within Norm	-0.7
Occupant Restraint/Seatbelt Violations**		5	7	3	6	0		4.2	2.5	6.7	Within Norm	-1.1
Speeding Violations**		28	28	19	8	90		34.6	28.7	63.3	Issue	10.4
Intersection Related Violations**		21	15	9	13	10		13.6	4.3	17.9	Within Norm	-2.4
Driving without Due Care or Attention*		Currently Not Available						Currently Not Available				
Other Moving Traffic*		Currently Not Available						Currently Not Available				
Other Non-Moving Violation**		130	84	75	73	73		87.0	21.9	108.9	Within Norm	-12.5
Other CC Traffic***		22	23	7	12	14		15.6	6.1	21.7	Within Norm	-2.7



Waste Management Committee Meeting
Friday, March 18, 2016, 2:00 p.m.
Conference Room #1

Meeting Notes

Present: Councillor Brandy Fredrickson, Councillor Deb Bossert, Dwight Dibben, Manny Deol, Ron Fraser
 Sonya Wrigglesworth, Danette Moulé, Sabine Larcher

Absent: Mayor Glenn McLean (Ex officio), Councillor Dean Shular (Alternate), Paul Mah

1.0 Call to Order

Councillor Fredrickson called the meeting to order at 2:01 p.m.

2.0 Additions or Deletions to Agenda

There were no additions or deletions to the agenda.

3.0 Adoption of Agenda

Councillor Bossert moved to adopt the agenda as presented.

Carried

4.0 Approval of February 16, 2016, Committee Meeting Notes

Councillor Bossert moved to approve the February 16, 2016, Meeting Notes as presented.

Carried

5.0 WastAway Update

Mr. Deol informed the Committee about the current stage of WastAway. The Committee discussed the grant for WastAway and its conditions, a possible extension as well as possible partnerships. The Committee agreed to keep this item as a standing agenda item for the next Committee meeting.

6.0 Discussion Items

6.1 GFL Contract Review

The Committee reviewed the GFL contract and discussed its contents. The Committee agreed that, before the contract can be reviewed in detail, the approach to garbage collection and landfill needs to be clear by creating a policy that reflects and takes from the Community Sustainability Plan and Social Development Plan as well as the recommendations from the Waste Sort Report. The item was deferred until September 2016.

March 18, 2016

6.2 Waste Management Bylaw Review

The Committee reviewed the Waste Management Bylaw and agreed that a clear direction through a policy regarding waste management is needed. The Committee agreed that Administration will bring forward a policy with options. In a next step, the policy can be applied in the review of the Waste Management Bylaw.

6.3 Spring/Fall Cleanup

The date for the Spring Cleanup was changed to May 9-13, 2016. The flyer will be in the mail and on the website/social media. The Committee will discuss Spring Cleanup preparations at the next meeting and agreed that in order to make any changes for the next Cleanup a policy needs to be in place.

6.4 Sustainability Initiatives**6.4.1 Plastic Bag Ban**

Ms. Moulé presented the Committee with a case study and options to reduce/ban plastic bags. The Committee deferred this item until a policy and a reviewed bylaw are in place and the economy has improved.

7.0 Other Business

Ms. Moulé provided an update on taking on summer students through Recycling Council of Alberta (RCA) which would require too many financial resources.

8.0 Information Items**8.1 Residential Waste Sort Report, October 2015**

The Committee discussed the results of the report.

8.2 Gasification – The Waste-to-Energy Solution**9.0 Items for Next Meeting**

1. Update Spring Cleanup preparations
2. Policy Development

10.0 Next Meeting Date

Thursday, May 5, 2016, at 10:00 a.m., Boardroom 1

11.0 Adjournment

Councillor Bossert moved to adjourn the meeting at 3:49 p.m.
Carried



Waste Management Committee Meeting

Tuesday, June 14, 2016, 2:30 p.m.

Conference Room #2

Meeting Notes

Present: Councillor Brandy Fredrickson, Councillor Dean Shular, Dwight Dibben, Sonya Wrigglesworth, Paul Mah, Danette Moulé, Sabine Larcher

Absent: Mayor Glenn McLean (Ex officio), Councillor Deb Bossert, Ron Fraser

1.0 Call to Order

Councillor Fredrickson called the meeting to order at 2:36 p.m.

2.0 Additions or Deletions to Agenda

There were no additions or deletions to the agenda.

3.0 Adoption of Agenda

Councillor Shular moved to adopt the agenda as presented.

Carried

4.0 Approval of March 18, 2016, Committee Meeting Notes

5.0 Discussion Items

5.1 Recap Spring Cleanup

Mr. Mah informed the Committee about the outcome of the 2016 Spring Cleanup. It was overall successful with two locations that were over the allowed weight limit.

Mr. Dibben requested a comprehensive summary of the Cleanup for consideration during the budget process.

Councillor Fredrickson asked to have the Spring/Fall Cleanup as a standing agenda item and she will forward the summarized report via email to Council.

Mr. Mah left the meeting at 2:55 pm.

5.2 Waste Management Policy

Mr. Dibben explained that answers to the proposed policy questions will be good indicators to develop a Waste Management Policy in line with the Sustainability Plan.

*Waste Management Committee Meeting**June 14, 2016*

The Committee agreed that the extension of the landfill lifespan is a high priority which might be achieved through increased waste diversion. It was agreed that the goal of the landfill is to have net-zero operations in the long term.

The Committee agreed that Administration put together recommendations that include information on the current status, the proposed changes and reasons for these, as well as costs and cost savings.

6.0 Other Business

Councillor Shular expressed concerns about the current recycling site in Town. This item was added to the discussion for the next meeting.

7.0 Information Items**8.0 Items for Next Meeting**

- Spring/Fall Cleanup as standing item
- Recycling Site
- Waste Management Policy

9.0 Next Meeting Date

TBA

10.0 Adjournment

Councillor Shular moved to adjourn the meeting at 4:09 p.m.
Carried



Waste Management Committee Meeting
Thursday, September 15, 2016, 10:00 a.m.
Conference Room #2

Meeting Notes

Present: Councillor Brandy Fredrickson, Councillor Graham Long, Dwight Dibben, Ron Fraser, Sonya Wrigglesworth, Sabine Larcher

Absent: Mayor Glenn McLean (Ex officio), Councillor Deb Bossert, Danette Moulé

1.0 Call to Order

Councillor Fredrickson called the meeting to order at 10:04 a.m.

2.0 Additions or Deletions to Agenda

There were no additions or deletions to the agenda.

3.0 Adoption of Agenda

Councillor Long moved to adopt the agenda as presented.
Carried

4.0 Approval of March 18, 2016, Committee Meeting Notes

4.1 March 18, 2016, Committee Meeting Notes

4.2 June 14, Committee Meeting Notes

A motion for approval was deferred to the next Committee meeting.

5.0 Discussion Items

5.1 Spring/Fall Cleanup

The Committee agreed that the Fall Cleanup will go ahead in its usual form, from October 11-14, 2016. Information flyers will be distributed to Town residents via Canada Post. It was advised that Industrial Road and Pleasantview should be included in their quadrant areas.

The Committee discussed options for the Spring Cleanup 2017. This will also be part of the budget discussions.

5.1.1 Compost Exchange – Discussion

Councillor Fredrickson advised that this was discussed at a Mayor's Advisory Committee meeting.

September 15, 2016

5.2 Recycling Facility

Councillor Fredrickson advised that concerns had been expressed regarding the location of the Recycling Facility with the suggestion of moving it to the Aspen Waste Facility.

The Committee agreed that moving it might limit the access for residents and increase costs.

5.3 Waste Management Policy

Mr. Dibben provided the Committee with a copy of the current bylaw and suggestions of possible changes, including the option of a more diverse scope of services.

Mr. Dibben advised that a tender will be put out in the next weeks for garbage pickup and recycling services.

6.0 Other Business**7.0 Information Items****8.0 Items for Next Meeting**

- Waste Management Policy and Bylaw Review
- Update on the RFP/ status RFP
- Status update on fall cleanup
- Budget Waste Management Program 2017

9.0 Next Meeting Date

October 27, 2016, 1:30-3:00 pm, Conference Room 2

10.0 Adjournment

Councillor Long moved to adjourn the meeting at 11:15 a.m.
Carried



Economic Development Committee Meeting
Wednesday, October 11, 2016, 12:00 p.m. – 3:00 p.m.
Town of Drayton Valley Conference Room #1

Meeting Notes

Present: Councillor Nicole Nadeau, Councillor Graham Long, Councillor Brandy Fredrickson, Dwight Dibben, Eric Burton, Sabine Larcher

Absent: Mayor Glenn McLean (Ex Officio)

1.0 Call to Order

Councillor Nadeau called the meeting to order at 12:13 p.m.

2.0 Additions or Deletions to Agenda

Following items were added to the agenda:

5.2.6. Small Business Luncheon

6.1. REDAs & Shop Local

3.0 Adoption of Agenda

Councillor Long made a motion to approve the Agenda as amended.

Carried

4.0 Approval of Committee Meeting Notes

4.1 July 20, 2016, Committee Meeting Notes

4.2 September 21, 2016, Committee Meeting Notes

Councillor Long made a motion to approve the July 20, 2016, and the September 21, 2016, Committee Meeting Notes as presented.

Carried

5.0 Discussion Items

5.1 Tourism

The Committee discussed options for including Tourism in the committee structure underneath Economic Development or as Tourism Authority. Rather than keeping an isolated committee, it was agreed to discuss the option of Council representation within the Drayton Valley Hospitality & Tourism Association (DVHTA) at the next Governance & Priorities meeting.

5.2 Updates

5.2.1 Rotary Presentation

October 11, 2016

Mr. Burton informed the Committee about the presentation of the Economic Development Strategic Plan at the Rotary Club on September 22, 2016.

5.2.2 Entrepreneur Meetings (7)

Mr. Burton explained that there have been seven meetings with local entrepreneurs.

Councillor Nadeau left the meeting at 12:56 pm. Councillor Long took over chairing the meeting.

Councillor Nadeau returned to the meeting at 1:04 pm and continued chairing the meeting.

5.2.3 Biomass Feedstock Study

Mr. Burton advised that the Biomass Feedstock Study that was financed by the Province and the Town is completed and it is anticipated to release the study at the Bio-Industrial Roundtable. The Committee discussed the problematic of ownership of the Study that might limit economic opportunities for and around Drayton Valley. Mr. Burton will clarify the question of ownership. Councillor Nadeau recommended adding this item to the next agenda for an update.

5.2.4 Bio-Industrial Roundtable

Mr. Burton advised that the Bio-Industrial Roundtable is on November 17 and informed of invited stakeholders and government representatives.

Councillor Nadeau asked if Council members should attend the Roundtable discussion. It was agreed that Council members will be asked to hold the meeting date until the guest list is clear. Furthermore, Councillor Nadeau advised to share the study with Council before it is presented at the Roundtable meeting.

5.2.5 Tourism Roundtable

Mr. Burton informed the Committee that the Tourism Roundtable is scheduled for November 22 and advised of the guest list. The Committee recommended that Mr. Burton invite Municipalities who might be potential partners in Tourism and that the representation of Travel Alberta will be necessary.

Councillor Nadeau asked that Council members hold the meeting date until the guest list is clear.

5.2.6 Small Business Luncheon

The Committee discussed the upcoming Small Business Luncheon.

*Economic Development Committee Meeting**October 11, 2016*

6.0 Other Business**6.1 REDAs & Shop Local**

Councillor Long explained that he attended a session addressing REDAs at the recent AUMA. Councillor Nadeau asked that Administration explore options of joining an existing REDA and bring a recommendation forward.

Councillor Long added that another session addressed “shop local.” The Committee discussed this topic and Mr. Dibben asked that Mr. Burton inform the Chamber of Commerce about the Town’s Tender and Procurement Policy.

7.0 Information items

There were no information items to be discussed.

8.0 Items for Next Meeting

- Bio-Industrial Roundtable
- Tourism Roundtable
- REDA

9.0 Next Meeting Date

November 10, 2016, 12:00pm-3:00pm, Boardroom 1

10.0 Adjournment

Councillor Long made a motion to adjourn the meeting at 2:41 p.m.
Carried

Conference Report

Council Member: *Graham Long*

Conference/Workshop Attended: AUMA 2016

Date of Conference:



Information Presented (all relevant sessions):

Session 1: [Building a stronger local economy through entrepreneurship]

This session was put on by the Small Communities Committee. It looked at some successes enjoyed by the Village of Edgerton as the community struggled to grow the local economy. While much of this was familiar territory, two things stood out.

Edgerton appears to have had significant success with its Shop Local program. While Shop Local is nothing new, the Edgerton program went a little further by identifying potential partnerships between local businesses and encouraging them to work together and cross promote. For example a store selling wine and a store selling cheese are not in competition with each other, but are very possibly dealing with the same customers and are selling products which complement each other. They also focused on encouraging residents to take “one less trip” to the city by highlighting the benefits local businesses bring, beyond just jobs and taxes, and encouraging residents to look at the bigger picture, including the value of their own time, when making decisions where to shop.

Edgerton also received significant support for the area’s Regional Economic Development Alliance. Since the demise of the largely unlamented Grand Alberta Economic Region a few years ago, Drayton Valley has been without a REDA. It might be worth re-examining this to see if there is value in either attempting to set something up with other former GAER municipalities, or joining an existing REDA.

Session 2: [Municipal Ombudsman]

This was an introduction to the role of the provincial ombudsman. This was particularly relevant in the light of proposed changes to the MGA which would give the ombudsman the power to investigate municipalities.

The Alberta Ombudsman provides oversight of the provincial government to ensure fair treatment through independent investigations, recommendations and education.

Under Alberta’s *Ombudsman Act*, the Ombudsman responds to complaints of unfair treatment by:

- provincial government authorities
- the patient concerns resolution process of Alberta Health Services
- designated professional organizations under the *Health Professions Act*, *Regulated Accounting Profession Act*, *Regulated Forestry Profession Act*, *Veterinary Profession*

Act and the Agrology Profession Act

The Alberta Ombudsman is a complaint mechanism of last resort. This means the Ombudsman cannot become involved until all rights of review or appeals have been exercised by the individual who has a complaint, or until the time limits for exercising those rights have expired. If rights of review or appeal or other remedies were available to you, but you did not exercise them, the Ombudsman may decide to refuse to investigate your complaint.

It is an individual's responsibility to try to resolve the issue before involving the Ombudsman. For instance, many Alberta government departments, boards, agencies and commissions have internal review or appeal processes available to resolve complaints. If an individual has completed all available reviews or appeals and remains dissatisfied with either the fairness of the process or the outcome, the individual is encouraged to write to the Ombudsman

Currently the Ombudsman cannot investigate

- federal or municipal governments (**this may change regarding municipalities**)
- MLAs
- federal/municipal police forces
- universities/schools
- matters handled by the courts and/or private matters.

It's worth noting that the ombudsman has no power to enforce his rulings, instead he has the power to recommend corrective actions to the department or professional organization to right the wrong. In most cases, the recommendations are accepted and implemented. On the rare occasion when no action is taken that seems to the Ombudsman to be adequate or appropriate, the Ombudsman can take the recommendations to the Minister. If the issue is unresolved at the ministerial level, the Ombudsman has the power to present it to the Lieutenant Governor in Council and ultimately to the Legislative Assembly of Alberta. The Ombudsman may also make a public report on any matter he considers in the public interest.

Session 3: [Alternative and renewable energy]

Alternative and renewable energy are expected to play an increasing role in Alberta's energy mix over the coming years. This session examined a number of areas for potential growth. I found the possibilities of solar power particularly interesting. The cost of solar installation has fallen by sixty per cent over the last decade. That means what was once unaffordable may now make economic sense. Solar is easily scalable, it has no moving parts so is less prone to breakdown. Solar infrastructure can last up to fifty years. Test carried out by NAIT (I think) suggest that snow cover, even in Alberta, has little impact on the efficiency of solar power. And finally, the Edmonton area averages 1685 hours of sunshine a year. That's far more than many parts of Europe where the use of solar power is already fairly widespread.

Correlation to Approved Town Plans/Policies and Council Vision

Ex. Social Development Plan (SDP), Community Sustainability Plan (CSP), Economic Development Strategy (EDS), Municipal Development Plan (MDP), Housing Index Study (HIS), Recreation & Culture Master Plan (RCP), etc.

Session 1: [Economic Development Plan]

Session 2: [None]

Session 3: [Community Sustainability Plan, Economic Development]

Recommendation(s) for Council consideration:

- 1) Encourage the Chamber of Commerce to beef up its shop local program. Examine the potential benefit of either joining an existing REDA or partnering with other former GAER municipalities to create a new one.
- 2) Much depends on what happens with the amendments to the MGA. Continue to monitor.
- 3) Monitor the impact of the solar panels at the Clean Energy Technology Centre and see if similar information is available from Brazeau County so we can develop local knowledge of the efficiency of solar power and awareness of any potential pitfalls.

Identify Partners and/or External Resources:

Session 1. Chamber of Commerce, other former GAER municipalities, particularly Brazeau County.

Session 3. CETC, Brazeau County

For Administrative Use Only:

Date
Received:

November 14, 2016

Date
Reviewed:

Item(s) for Administration policy or procedural consideration:

- 1)
- 2)

Conference Report

Council Member: Nicole Nadeau

Conference/Workshop Attended: AUMA 2016

Date of Conference: October 4-6, 2016



Information Presented (all relevant sessions):

Session 1: Leadership Pre-Conference Session

Speaker Gordon Hume. www.gordhume.com

Author of The Leadership Crisis, 10 Trends for Smarter Communities, Cultural Planning for Creative Communities, Places and Spaces, Taking Back our Cities, The Local Food Revolution

We are the first responders of local government.

Real leaders lead. They look ahead. They need to be authentic and show integrity. The simple truth is that Politics are different from business, social and academic worlds. One of the challenges facing municipal governments today are that many good people refuse for public office. Some smart young people chose not to go into administration. The system is driving some good people out of public office. Need to modernize governance of municipality, and their relationships with senior governments. There may be renewed interest in public service. Engage to next generation of voters and talent.

Seven C's of great leadership

Character- transcendence, drive, collaboration, humanity, humility, integrity, temperance, justice, accountability, courage

Commitment-physical, mental and emotional toll, long hours, demands of constitutes, leadership is hard work, perseverance

Charisma-poise, inspire a crowd?, that one thing that you can't put a finger on

Communication- city hall staff want to be involved, informed in the absence of information and regular communications, misinformation and rumours take over. Takes skill and training to effectively communicate in today's growing social media realm

Context-understanding your place in the world, very focused, what impacts their municipality

Culture-the culture of your organizations impacts who you hire, what you do, how you do it, "culture is what employees do when no one is watching".

Competencies-people skills, organizational skills, business skills, strategic skills

Two key most important issues facing local government today are **funding** and **infrastructure**.

The need for dynamic and interesting cities is because it is inevitable that that province is changing and moving into urban (rural to urban). It is imperative in order to attract and retain qualified, vibrant, innovative professionals who value quality of life. We are in a global search for talent. Towns/Cities need to be prepared to fight on this basis we will lose. Why we need to grow **GLOBAL** cities. Quality of life, technology, inclusive social structure, attractive and appealing cities, affordable housing, public transit and safe streets. The need to invest in infrastructure.

*Key municipal priorities right now

Infrastructure
Economic growth and local prosperity
Improving municipal revenue opportunities and funding

Global urban leadership

Big global issues:

Population migration to urban areas

Suburban to urban living

Transportation and gridlock

Wealth generation, local prosperity

Demographic changes in society

Financial crises impacting federal/provincial governments

The 3D's confronting governments

1. Debt(deficits)-funding, downloading from upper governments

2. Demographics-changing faces on community, aging, young talent retention

3. Democracy-

How do we build a 21st century city with
17th century funding models?

What municipalities need to lead the
change in the old system----

Changing the model:

Modern partnerships between

provinces and municipalities

New revenue sharing, likely through
consumption taxes

A change in local tax authority and then
full accountability for local leaders

A broader governance mandate

Importance of changing the definition of
Infrastructure

Examples

Creative: Quality of life, Parks, Museums

MUSH Sector (University, College, Hospital)

INFRASTRUCTURE IN CANADA:

<u>Infrastructure ownership</u>	<u>1955</u>	<u>2011</u>
• Federal government	39%	13%
• Provincial/territorial	34	35
• Municipal governments	27	52

<u>Infrastructure Capital Spending</u>	<u>1955</u>	<u>2003</u>
• Federal government	34%	13%
• Provincial/territorial	39	39
• Municipal governments	27	48

Source: Canadian Infrastructure Association

Changing the Infrastructure definition:

1. Pipes and pavement

2. Technology and innovation

3. Creative

4. MUSH sector

5. Federal, provincial and territorial responsibilities

Session 2: Me, Myself and my Council

Understanding citizen engagement as an elected official and Municipal leader

Focus

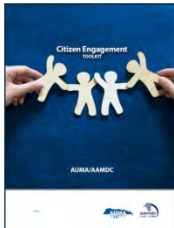
Representative democracy

You cannot have a democracy without well informed citizens.

Spectrum of citizen engagement
Inform, consult, involve, collaborate and empower
(Scanned handout document for report)



20161101133937363
.pdf



[https://www.auma.ca/sites/default/files/Advocacy/Programs Initiatives/citizen engagement/final auma aamdc cet 2015.pdf](https://www.auma.ca/sites/default/files/Advocacy/Programs%20Initiatives/citizen_engagement/final_auma_aamdc_cet_2015.pdf)



[https://www.auma.ca/sites/default/files/Advocacy/Programs Initiatives/citizen engagement/social media resource guide.pdf](https://www.auma.ca/sites/default/files/Advocacy/Programs%20Initiatives/citizen_engagement/social_media_resource_guide.pdf)

Correlation to Approved Town Plans/Policies and Council Vision

Ex. Social Development Plan (SDP), Community Sustainability Plan (CSP), Economic Development Strategy (EDS), Municipal Development Plan (MDP), Housing Index Study (HIS), Recreation & Culture Master Plan (RCP), etc.

Session 1: Social Development Plan, Community Sustainability Plan

Session 2: Communication Strategy (in progress)

Recommendation(s) for Council consideration:

- 1) Internal conversation on how we recruit, engage, hire, create future leaders in organization, in electorate, in community.
- 2) Re-evaluate our definitions and priorities in moving forward in a GLOBAL community
- 3) Communications and Marketing review documents included in report.

Identify Partners and/or External Resources:

- 1) n/a

For Administrative Use Only:

Date
Received:

November 1, 2016

Date
Reviewed:

Item(s) for Administration policy or procedural consideration:

Conference Report

Council Member: Brandy Fredrickson

Conference/Workshop Attended: Travel Alberta Industry Conference

Date of Conference: Oct. 23-25



Information Presented (all relevant sessions):

Session 1: Is your business social media friendly

This session talked about the basics of social media and businesses. Including the importance of having a web presence to divert traffic from your social media.

Session 2: Why advocacy should be a part of your marketing strategy

This particular session discussed the development of an ambassador program. While I was listening to this session I was really thinking about how this could be adapted to a municipality. One piece of insight this presenter noted was develop a program through referrals and this got me thinking about: Who regularly shares Town content? Who uses traditional media to share a citizen's perspective on Town initiatives? Are we connecting with them to ensure that they have the most recent and up to date information?

This session went through the steps of an ambassador program development and noted several ways the program works. Given ambassadors a leg up on interesting information coming down the pipe. Letting ambassadors use and give feedback on products or services before they are released and generally keeping an open pipeline of communication.

Benefits identified were peer-to-peer buy in (in this case) on a product or service. Feedback on issues or errors prior to a full-scale launch (that can save headaches down the road).

Session 3: The "M" word how to win the hearts and dollars of the millennial

This session identified the millennial generation and the economic link to baby boomers. Again in this session a web presence is emphasized, and the shift to experiential tourism.

Session 4: The sharing economy: what we have learned

This session was presented by Air B and B. This type of home share accommodations is exploding around the world. Where would be providers hit roadblocks are municipal land use bylaws. There is a growing concern from hoteliers that companies like Air B and B are taking their clientele and are not paying taxes to the communities that they are established in.

Correlation to Approved Town Plans/Policies and Council Vision

Ex. Social Development Plan (SDP), Community Sustainability Plan (CSP), Economic Development Strategy (EDS), Municipal Development Plan (MDP), Housing Index Study (HIS), Recreation Culture Master Plan (RCP), etc.

Session 1: N/A

This session had me wondering if our communications has the budget and is using Facebook ads to push town sponsored events, and general promotion to areas outside of our catchment area to promote outside in tourism? This session also has me considering the gaps that can be filled by our Norquest partners as well as Chamber of Commerce regarding educating local business on how to build a web presence (post types, frequency of posting and target market of posts), how to market to people outside of town and digital marketing versus traditional marketing.

Session 2: Not necessarily linked to an approved plan but just looking at how use corporate ideas to do business differently.

Session 3: N/A

Session 4: Land Use By-law as these types of industries grow our municipality should take the time to navigate the benefits and issues that exist on a B to B level as well as look at our land use by-law to see how we can position ourselves to participate in such an economy in a sustainable way.

Recommendation(s) for Council consideration:

- 1) Land use bylaw- consideration of companies that embrace sharing economy such as Air B and B
- 2) Review the merits of an ambassador program

Identify Partners and/or External Resources:

- 1) Chamber of Commerce, DVHTA, and Norquest

For Administrative Use Only:

Date
Received:

November 10, 2016

Date
Reviewed:

Item(s) for Administration policy or procedural consideration:

- 1)
- 2)

**General Meeting
Drayton Valley Legacy Project
October 13, 2016**

Present:

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Colleen Andersen

Pamela Schaub

Bill Cavanagh

Connie Stuhl

Councilor Dean Shular dshular@draytonvalley.ca 780-515-0110Councilor Nicole Nadeau nnadeau@draytonvalley.ca 780-514-5864Dana Crawford illadv@draytonvalley.ca 780-514-2331**Regrets:**Councilor Graham Long glong@draytonvalley.ca 780-898-5494Sabine Larcher admin-support@draytonvalley.ca 780-514-2213

1. **Welcome** – Colleen Andersen welcomed everyone and called the meeting to order at 7:04 pm

2. **Agenda:**

- a. Addition/Deletions –
 - 5.b. Announcement – Dean Shular
- b. Approval of the Agenda

Moved by Pamela Schaub that the agenda be approved as amended.

3. **Minutes of Last General Meeting**

- a. Errors or Omissions - no errors or omissions noted.
- b. Approval of the Minutes

Moved by Bill Cavanagh that the minutes be approved as presented.

4. **Old Business**

- a. **Bylaws & Incorporation** – Bill
No issues – should have our number, etc. by the end of the month
- b. **Financial report** – Bill
Bills are all current. Financial statement available to the end of August.
An invoice from Consentia has not been received to date for the digitizing of the Western Review
- c. **PowerPoint presentation update** – Dean
This has been turned over to Tyler at the Town of Drayton Valley. A voice recording will be used instead of music as the background to some pictures. The recording of Dorothy Davis will be used.
- d. **Brochure** – Nicole
An updated brochure was presented by Nicole. Add Alberta to Drayton Valley Branch – Alberta Genealogical Society. Highlight Drayton Valley Municipal Library. Print 100 copies to start. Nicole shared some pictures of Drayton Valley's past of the Old Town Office and Library. Rita at the Town Office is scanning the pictures that have been found.
- e. **List of meeting dates** – Graham – tabled.

f. **Western Review Project** - update - Colleen

All rolls of microfilm from the Drayton Valley Library have been scanned and done. This microfilm will be returned to the Library. Where this microfilm will be stored will be discussed at the next Library Board meeting. The actual newspapers that are currently at the Library can be removed once the papers have been digitized. Pamela Schaub asked that these newspapers be sent to the Museum at that time.

June 1956 to the end of August 1965 have been done and 1980 to 1989 have been done. The book from the Western Review has been taken in and scanned. 2 more books are to be filmed and scanned.

f. **60th Anniversary**

Subcommittee has been meeting. 150 Voyageurs have received the 150 Heritage Grant and will be coming through Drayton Valley on July 2 and staying overnight. There will be a planned event around this.

g. **County Presentation**

There will be a presentation made to the County on December 2 at 9:15 am by Colleen Andersen and Pamela Schaub.

5. **New Business**

a. **Aboriginal history** – Russ Hickman, Chair of the Wildrose School Division has contacted Colleen Andersen. The schools now need an aboriginal component and are asking about the aboriginal history of Drayton Valley. Colleen has 7 maps of trails. Danette at the Town Office has a map of the trails with GPS information overlay.

b. **Announcement** – Dean Shular – Town Council will be having their annual reorganization on October 26, so membership to this Committee may be changing. Also, Dean has accepted a position with Telus in Edmonton so this will be his last meeting. Committee members expressed their appreciation for his role and valuable work on this project. Nicole will be moving out of town to the County and will remain a member of this committee until further notice.

c. **Museum display** – The museum is moving forward with their plan to have a 6-week exhibit for oil and gas in 2018. There will also be an exhibit planned for the Veterans of the area.

6. **Correspondence**

No correspondence received.

7. **Reports**

a. **Volunteer Hours** – Sabine

Please continue to record your volunteer hours

8. **Adjournment**

Moved by Bill Cavanagh to adjourn the meeting at 7:54 pm

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 sent 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

Pembina Physician Recruitment and Retention Committee
Pembina Room, Drayton Valley Hospital
March 21, 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
Dr. Michael Peyton	Director/ Doctor Rep		x
Marti Pickett	Director / PCN		x
Bernie Schell	Director	x	
Jeannette Vatter	Director	x	
Lyle Grant	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 7:09 pm.

Additions or Deletions to the Agenda

- Additions - New Business items
 - 1.2 AAMDC Conference Report - Marc
 - 1.3 Drayton Valley Volunteer Appreciation Dinner

Bernie moved and Marc seconded that the agenda be approved with additions. Carried.

Approval of the February 22, 2016 Minutes

- Kathy Howe needs to be replaced on the recipient list with Lyle Grant, AHS representative.

Fayrell moved and Bernie seconded that the minutes be approved as presented. Carried.

Old Business

1.0 Information re: letters delivered to the clinics re: future plans that may impact PPRRC

- Letters have been written and delivered
- No response at this time
- Keith will personally contact the Tower and Malone clinics to provide a personal follow-up to the letters.
- Marc has talked to the Claro clinic and the indication at this time is that there is not an immediate need for new physician placements at the Claro clinic.

1.1 Final report on the appreciation dinner

- Positive comments have been received by many attendees.
- There was a desire stated re: ensuring non-alcoholic beverages be provided at future dinners and that water jugs and glasses be placed on the tables.

1.2 Update on Slate of Officers

- Marti not present tonight to report.

1.3 Notion of Motion

- The question raised by Keith was 'whether 3 readings of a motion are needed when a policy change is made. The answer is 'no'.

1.4 Rural Physicians Spring Seminar Lead person and contact

- Fayrell has made contact and received the circulated information about planned meeting times during the next year.
- David moved and Pat seconded that we proceed with requesting a PPRRC presentation during the preliminary dates listed in August and September and the meetings being held in Hinton and Grande Prairie. Carried.
- Fayrell will follow-up re: possible bookings.

New Business

1.0 Letter to the Minister of Health regarding RPAP funding

- Keith suggested that we write a letter to the Minister of Health to indicate support of RPAP.
- Jeannette and Marc volunteered to work on the writing of such a letter.
- Pat moved and Fayrell seconded that Jeannette and Marc proceed with the writing of such a letter to be circulated to PPRRC membership prior to the next meeting. Carried.

1.1 Letter to Dr. Lundell regarding the future medical assessments and need for the Pembina area to help with our planning

- A question has been raised asking whether decisions have been made by AHS regarding future services to be provided in Drayton Valley.
- Marc moved and Jeannette seconded that Fayrell proceed with drafting a letter to Dr. Lundell regarding the above question. Carried.

1.2 'Alberta Association of Municipal District and County Conference' Report

- Marc shared the following observations he made at the AAMDC conference:
 - The AAMDC showed strong support of the future of RPAP and a motion was made requesting that continuing funding for RPAP be provided.

1.3. Volunteer Appreciation Dinner

- This annual event is being held on April 13, 2016 at the Mackenzie Center from 5:30 to 8:30.

- Fayrell moved and Marc seconded that PPRRC pay for the tickets of any committee members wishing to attend.
- Committee members were asked to let Fayrell know by Thursday re: intentions to attend.

Treasurer's Report

- More funds are needed ASAP to meet the commitments made to our newest recruits.
- Marc and Fayrell will contact the Town and County offices re: status of requested funding.
- Fayrell indicated that in the future all such requests must be made to the Town Manager.
- Jeannette will write a letter to Brazeau County requesting release of the committed 2016 operating dollars. Marc will deliver.
- Pat moved and Marc seconded that the treasurer reimburse Fayrell and Keith for submitted expense statements. Carried.

RPAP Report

- Plans for future practice readiness assessments
 - Junetta reported that a national standard will be put into place including mandatory attendance by future recruited physicians at an orientation session to be provided only at certain designated times.
 - Junetta also announced the appointment of a new RPAP director.

Next Meeting will be on April 25th at 7 pm.

Jeanette moved and Marc seconded meeting adjournment at 8:39 pm.

Keith Warren, President

Patricia Jeffery, Secretary

Pembina Physician Recruitment and Retention Committee
Pembina Room, Drayton Valley Hospital
April 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
Marc Gressler	Director	x	
Dr. David Belcher	Director	x	
Donna Fausak	Director	x	
Vern Harrison	Director	x	
Dr. Michael Peyton	Director/ Doctor Rep		x
Marti Pickett	Director / PCN	x	
Bernie Schell	Director	x	
Jeannette Vatter	Director		x
Lyle Grant	AHS		x
Heather Barrett	Malone Clinic		x
Junetta Jameson	RPAP		x
Lara Harries	AHS		x
Sheela Sommer	AHS		x
Jacalyn Zeljeznak	Guest	x	

Call the Meeting to Order

- Keith Warren called the meeting to order at 7:09 pm.

Additions or Deletions to the Agenda

- Additions - New Business items
 - 2.1 Evansburg update

Bernie moved and Fayrell seconded that the agenda be approved with additions. Carried.

Approval of the March 21, 2016 Minutes

Fayrell moved and Raquel seconded that the minutes be approved as presented. Carried.

Old Business

1.0 Response from Malone Clinic regarding future physicians

- Malone Clinic does not foresee immediate physician needs for the next two years while maintaining their current status.
- Their focus at this time is on retention of their current physicians.

1.1 Report on Rural Physicians Seminar

- Fayrell reported being told that the meeting to be held in Hinton in August will not be available to us as a time to present. The seminar in Grande Prairie on September 29th and 30th is open with about 12 students attending.
- Fayrell moved and Marti seconded that PPRRC proceed with plans to make a presentation in Grande Prairie on September 30, 2016 with 3-4 committee members attending. Carried.
 - Discussion was held questioning the validity of proceeding with recruitment efforts such as this seminar based on the reports from Claro and Malone Clinics. Discussion also included a statement re: the need to focus on the future needs beyond the next two or three years.
- Keith, Donna and Pat have volunteered to attend the seminar in Grande Prairie asking to present on the 30th. Raquel agreed to work with the committee in creating the presentation.
- A budget re: expenses will be presented by the attendees at the June meeting.

1.2 Report on Canada Day Booth

- Pat reported that we have been contacted and that PPRRC has been offered the snow cone booth at the Canada Day celebration.
- Marc moved and Bernie seconded that we accept this project for Canada Day. Carried.
- Vern will be the contact person and will lead the project.

1.3 Slate of Officers Update

- Marti reported that he has been successful in his recruitment efforts and will have a complete slate of officers to present at the Annual General Meeting.

1.4 Letter to Dr. Lundell

- Fayrell read a draft letter that she has prepared on behalf of PPRRC. She will email this draft to committee members asking for input.
- The goal is to send the letter within the next two weeks.

NEW BUSINESS

2.0 Motion for Date of Annual Meeting

- Marc moved and Fayrell seconded that the Annual General Meeting be held on June 6, 2016 at 7 pm. Carried.
- Keith will post the ad re: the AGM in the Western Review
- It was also decided that there will not be a regular meeting held in May, 2016 and that June 6th will be the next PPRRC meeting date.

2.1 Donna's Update on Evansburg current status

- A local pharmacist has purchased a building and is planning to move the pharmacy by early July. The building is large enough to accommodate a medical clinic.
- However, he has stated that he will not renovate for this purpose until a commitment from a physician is made and that he is willing to meet with any interested parties.

Treasurer's Report

- Raquel reported that the books have been given to the audit committee for review.
- Current account balance is \$9000.27. The proceeds from the Town of Drayton Valley have been received.
- Raquel moved and Marti seconded that Fayrell be reimbursed for tickets purchased for the Volunteer appreciation event. Carried.

RPAP Report - not provided

AHS Report - not provided

Fayrell moved and Raquel seconded that the meeting be adjourned at 8:15 pm. Carried.

Next meeting will be June 6, 2016 at 7 pm. Note that this is also the date and time of the Annual General Meeting.

Keith Warren, President

Patricia Jeffery, Secretary

Pembina Physician Recruitment and Retention Committee
Pembina Room, Drayton Valley Hospital
June 6, 2016 / to follow AGM scheduled for 7 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	
Dr. Michael Peyton	Director/ Doctor Rep	x	
Marti Pickett	Director / PCN	x	
Bernie Schell	Director	x	
Jeannette Vatter	Director	x	
Lyle Grant	AHS		x
Heather Barrett	Malone Clinic		x
Junetta Jameson	RPAP	x	
Lara Harries	AHS		x
Sheela Sommer	AHS		x
Jacalyn Zeljeznak	Guest		x

AGENDA ITEM	NOTES	MOTIONS/ACTIONS
Call the meeting to order: Vice President	Meeting was called to order following the AGM by Fayrell Wheeler, Vice President.	
Election of Officers for the 2016-2017 year	Marti Pickett presented the following slate of officers: President- Keith Warren Vice President- Marti Pickett Secretary - Pat Jeffery Treasurer - Raquel Lara	Jeannette Vatter moved and Marc Gressler seconded that nominations cease and the presented slate of officers be accepted. Carried.
Current Directors	Conversation was held regarding current list of directors and potential incoming directors.	Pat will contact the following to determine desired status and will report at the next meeting. Nadine Benoit Jacalyn Zeljeznak
Return of Chair	Keith Warren returned as the chairperson for the remainder of the meeting. He welcomed Marti to the new position of Vice President.	
Approval of the Minutes		Marc Gressler moved and Donna Fausak seconded that the minutes of the April 25, 2016 meeting be approved as presented. Carried.
OLD BUSINESS		
1.0 Final Plans for Canada Day Booth		Vern will be the committee chairperson and Raquel, Marc, and Pat have volunteered to attend. Our guest, Jacalyn, is also interested in volunteering.

AGENDA ITEM	NOTES	MOTIONS/ACTIONS
1.1 Report and planning of the trip to Grande Prairie on September 30th	<p>PPRRC is booked to present to the residents on September 30th in Grande Prairie.</p> <p>Pat presented a request for a budget of approximately \$1500 to cover costs. Costs will include the following:</p> <ul style="list-style-type: none"> • PPRRC is responsible for providing lunch for 20 participants at the meeting. • transportation, accommodation and meals for the attending PPRRC Directors. 	<p>Pat and Keith have confirmed that they will attend.</p> <p>Donna Fausak, Mike Peyton, and Raquel Lara are considering attendance and will confirm at the next meeting.</p> <p>Marc Gressler moved and Raquel seconded that PPRRC approve a budget of \$1500 to cover the costs of the September 30th presentation to the Family Medicine residents in the Rural Alberta North Unit of the University of Alberta.</p> <p>Carried.</p>
1.2 Reply from the Minister of Health regarding the future of RPAP	<p>Keith reported that the Minister of Health responded to the letter written earlier this year re: the future of RPAP. In her response, The Minister confirmed that RPAP will be supported until September 30, 2016.</p> <p>Keith also reported that there has been no response at this time to the letter written to Dr. Lundell regarding future plans of Alberta Health Services.</p>	
AGENDA ITEM	NOTES	MOTIONS/ACTIONS

1.3 Update on Evansburg	Donna reported that the community drugstore is in the process of being moved to the new location. At this point, there is nothing further planned or happening with the facility.	
NEW BUSINESS		
2.0 Budget Planning for 2016-2017	<p>Donna suggested writing a letter to Yellowhead County requesting financial support of PPRRC.</p> <p>Conversation was held re: the financial requests from the new physicians during the past year.</p>	<p>Will be addressed during the September, 2016 meeting</p> <p>Marti Pickett moved and Mike Peyton seconded new physicians being given a six month time limit to have access to PPRRC funds intended to cover incoming expenses'.</p> <p>Carried.</p>
2.1 Next Meeting Date		Next meeting is scheduled for September 19, 2016 at 7:00.
2.2 Review mandate for PPRRC in the fall	<p>Discussion was held re: the following items:</p> <ul style="list-style-type: none"> the possibility of expanding the PPRRC portfolio to include other health professionals (dentists, nurses, etc.) The need to connect with Alberta Health Services to cite our needs PCN will be asked to present a monthly report at the PPRRC meetings The Alberta Health Services Advisory 	Keith indicated that these topics of discussion will be visited in the September meeting.

	<p>Council is currently looking for a local representative. Jeannette will forward the application to Directors.</p> <ul style="list-style-type: none"> To focus on the 'retention' aspect of our responsibilities, it was suggested that we celebrate anniversaries of times of arrival in Canada for new physicians. 	
AGENDA ITEM	NOTES	MOTIONS/ACTIONS
Treasurer's Report	Current bank balance is \$10465.27.	<p>Marc Gressler moved and Donna Fausak seconded that Keith Warren and Fayrell Wheeler be reimbursed for submitted expense receipts.</p> <p>Carried.</p>
RPAP Report	<p>Junetta reported the following:</p> <ul style="list-style-type: none"> Nothing has been heard by RPAP about the current review. RPAP has relaunched the following website beadoctor.ca RPAP Conference is planned to be held in Vermilion on September 28th and 29th. Currently planning a meeting on September 10th at the U of A for medical students. 	<p>Marc is interested in attending the RPAP Conference.</p> <p>Marc and Marti expressed interest in setting up a booth at the U of A on September 10th and Junetta will connect once further plans are made.</p>
AGENDA ITEM	NOTES	MOTIONS/ACTIONS

AHS Report	Not provided.	
Adjournment		David Belcher moved and Mike Peyton seconded that the meeting be adjourned. Carried.

Reminder: Next Meeting Date: September 19, 2016 at 7:00.

Keith Warren, President

Patricia Jeffery, Secretary

Pembina Physician Recruitment and Retention Committee
Pembina Room, Drayton Valley Hospital
June 6, 2016 @ 7:00 pm
Annual General 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	
Dr. Michael Peyton	Director/ Doctor Rep	x	
Marti Pickett	Director / PCN	x	
Bernie Schell	Director	x	
Jeannette Vatter	Director	x	
Lyle Grant	AHS		x
Heather Barrett	Malone Clinic		x
Junetta Jameson	RPAP	x	
Lara Harries	AHS		x
Sheela Sommer	AHS		x
Jacalyn Zeljeznak	Guest		x

AGENDA ITEM	NOTES	MOTIONS
Call the meeting to order.	2016 annual general meeting called to order at 7:05 pm.	
<p>Additions or Deletions to the Agenda</p> <p>Approval of the Agenda</p>	No additions or deletions.	<p>Marc Gressler moved and Mike Peyton seconded that the agenda be accepted as circulated.</p> <p>Carried.</p>
Approval of the minutes of March 21, 2016 AGM		<p>Fayrell Wheeler moved and Bernie Schell seconded that the minutes be accepted as presented.</p> <p>Carried.</p>
President's Report for April 2015 to May 2016	<p>Presented by Keith Warren, President.</p> <p>Report to be circulated along with the AGM minutes.</p>	
Financial Statements for April 2015 to April 2016	<p>Presented by Raquel Lara, Treasurer.</p> <p>Current year's financial statement was audited by Marc Gressler and Bernie Schell.</p> <p>Raquel asked us to note the opening balance date of April 1st and closing balance date of March 31st. However, it was pointed out that the current bylaws state April 2nd is the opening balance date and April 1st is the closing date.</p> <p>Jeannette expressed a thank you to Raquel and the auditors for the preparation of this year's financial statement.</p>	<p>Jeannette Vatter moved and Fayrell Wheeler seconded that the financial report be accepted with the following amendment:</p> <p><i>'Opening date be changed to April 2, 2015 and closing date is recorded as April 1, 2016.'</i></p> <p>Carried.</p>

Adjournment		<p>Marti Pickett moved and Raquel Lara seconded that the 2016 PPRRC Annual General Meeting be adjourned.</p> <p>Carried.</p>
-------------	--	--

Pembina Physician Recruitment and Retention Committee
Pembina Room, Drayton Valley Hospital
September 19, 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
Marc Gressler	Director	x	
Dr. David Belcher	Director		x
Donna Fausak	Director		x
Vern Harrison	Director	x	
Dr. Michael Peyton	Director/ Doctor Rep		x
Marti Pickett	Director / PCN	x	
Bernie Schell	Director	x	
Jeannette Vatter	Director		x
Lyle Grant	AHS		x
Heather Barrett	Malone Clinic		x
Junetta Jameson	RPAP		x
Lara Harries	AHS		x
Sheela Sommer	AHS		x
Jacalyn Zeljeznak	Director	x	

AGENDA ITEM	NOTES	MOTIONS/ACTIONS
Call the meeting to order		Meeting was called to order at 7:07 pm by Keith Warren, President.
Additions or Deletions to the Agenda		No additions or deletions.
Approval of the Agenda		Marti moved and Marc seconded that the agenda be accepted as presented. All in favor. Carried.
Approval of the Minutes of Regular monthly meeting held on June 6, 2016		Marc moved and Vern seconded that the minutes be accepted as presented. All in favor. Carried.
Welcome new director - Jacalyn Zeljesnak	During the summer months, Jacalyn submitted a completed PPRRC nomination form to request a Board of Director position.	Marc nominated Jacalyn Zeljesnak to serve as a Director of PPRRC. Vern seconded the nomination. All in favor. Jacalyn was welcomed to the Board of Directors of PPRRC.
Old Business		
1.0 Canada Day Report	Vern reported Canada Day as a very successful event generating funds similar to last year. He suggested that PPRRC volunteer in the same capacity for the 2017 Canada Day celebrations.	Vern indicated interest in serving as the leader of the PPRRC's involvement in the 2017 Canada Day celebrations.

AGENDA ITEM	NOTES	MOTIONS/ACTIONS
1.1. Final Plans for our presentation at Grande Prairie on September 30th	<p>Pat has tentatively booked 4 hotel rooms for PPRRC members attending and booked Jeffrey's Cafe in Grande Prairie to cater lunch to the physicians on September 30th.</p> <p>At this point, Keith and Pat plan to attend, Donna is no longer able to attend, and we have not received word from Dr. Peyton re: his plans.</p> <p>Discussion was held re: the importance of representation by the medical community.</p>	<p>Marti volunteered to attend with Pat and Keith to represent the medical community.</p> <p>Pat will meet with Raquel this week to finalize the powerpoint presentation.</p> <p>Donna has indicated that she will forward photos etc. re: Evansburg to be included in the presentation.</p> <p>Pat will contact the hotel and caterer the week of September 26th to confirm reservations.</p> <p>Keith will make contact with Dr. Peyton re: his plans.</p> <p>Marti will contact other physicians re: availability for phone contact during presentation time.</p> <p>Keith will ensure we take our PPRRC pens.</p>
1.2 Reply to our enquiry from AHS	<p>There has been no response to the letter sent by Keith to AHS in the spring of 2016.</p> <p>Conversation was had about the possibility of including other medical professions in the mandate of PPRRC.</p>	<p>Inclusion of other local medical professions in the mandate of PPRRC will be an agenda item in our next scheduled meeting.</p>

AGENDA ITEM	NOTES	MOTIONS/ACTIONS
New Business		
2.0 New Doctor Contact	<p>A graduating physician by the name of Dean Hansen has contacted the local MLA's office re: the future of physician practice in the Drayton Valley area. This info was shared with Bernie and he has made contact with Dean Hansen, who is currently a medical student in Alberta.</p>	<p>Pat will email Mr. Hansen to thank him for his interest and to let him know that PPRRC would welcome a call from to set up a future meeting time, if he is interested.</p>
2.1 RPAP Conference	<p>This year's RPAP Conference is being held in Vermilion on September 28th and 29th.</p> <p>Discussion was held about expressing interest in hosting the University of Calgary's first year medical students as we did in 2015 and Marc will attempt to make the contact at the conference.</p>	<p>Marc will be attending this RPAP Conference.</p>
2.2 Update from Primary Care Network - Marti	<p>Currently, PCN is looking at collaborating with Rocky Mountain House physicians in the field of obstetrics to develop a prenatal program available to local patients.</p> <p>We expressed support of this endeavor of PCN.</p> <p>PCN will also be in contact with our local Public Health in the area of prenatal counselling.</p>	

AGENDA ITEM	NOTES	MOTIONS/ACTIONS
2.3 Next Meeting Date	Discussion was held re: the need for monthly meetings in the future vs bi-monthly or every 6 weeks.	This item will be discussed again at our next meeting. For the time being, we will continue with meeting monthly with the next meeting scheduled for October 24th at 7 pm.
Treasurer's Report		Not Available
RPAP Report		Not Available
AHS Report		Not Available
Adjournment		Marc moved and Bernie seconded that the meeting be adjourned at 8:20 pm. All in favor. Carried

Next Meeting: Monday, October 24th at 7 pm in the Pembina Room at DV Hospital.

Keith Warren, President

Patricia Jeffery, Secretary

Pembina Physician Recruitment and Retention Committee
Pembina Room, Drayton Valley Hospital
October 24, 2016 @ 7:00 pm
Board Meeting Minutes

		Attended	Regrets
Keith Warren	President		x
Marti Pickett	Vice-President, PCN Rep		x
Patricia Jeffery	Secretary	x	
Raquel Lara	Treasurer		x
Marc Gressler	Director, Brazeau County Rep	x	
Dr. David Belcher	Director	x	
Donna Fausak	Director		x
Vern Harrison	Director	x	
Dr. Michael Peyton	Director/ Physician Rep		x
Fayrell Wheeler	Director, Town of Drayton Valley Rep		x
Bernie Schell	Director		x
Jeannette Vatter	Director	x	
Jacalyn Zeljeznak	Director	x	
Lyle Grant	AHS		x
Heather Barrett	Malone Clinic		x
Junetta Jameson	RPAP		x
Lara Harries	AHS		x
Sheela Sommer	AHS		x

AGENDA ITEM	MOTIONS / ACTIONS
Call the Meeting to Order	October 24, 2016 meeting was called to order at 7:08 pm by Fayrell Wheeler, Director.
Approval of the Agenda ITEM NOTES No additions or deletions to the agenda.	Vern moved that the agenda be accepted as presented. All in favor. Carried.
Approval of the Minutes of regular monthly meeting held on September 19, 2016	Marc moved that the minutes be accepted as presented. All in favor. Carried.
Old Business	
1.0 Report on presentation to doctors in Grande Prairie ITEM NOTES: Pat reported that the meeting attended by Keith and herself on September 30, 2016 in Grande Prairie was interesting and worthwhile. Presentation was made to ~ 12 resident physicians majoring in rural family medicine. Interest was expressed in the possibility of locum practice and resident training placement in Drayton Valley. Relevant information shared by Dr. Belcher: <ul style="list-style-type: none"> • Dr. Belcher indicated that individuals interested in locum practice can contact the AMA, a local physician, or the site director at a local hospital. • Dr. Gigg is the doctor to contact if an individual is interested in a resident training placement in our community. 	Keith will share the info about locum and resident training placements with the Grande Prairie participants.

AGENDA ITEM	MOTIONS / ACTIONS
<p>1.1 Christmas baskets for clinics</p> <p>ITEM NOTES:</p> <p>Last year, cards were signed by committee members and delivered to the clinics.</p>	<p>Jeannette will purchase Christmas cards and bring them to our next meeting for signatures.</p> <p>Jacalyn will deliver these cards to the clinics.</p>
<p>1.2 Report from the RPAP conference (Marc)</p> <p>ITEM NOTES</p> <p>Key topics discussed:</p> <ul style="list-style-type: none"> • Promotion of healthy living with 'prescriptions' written by local physicians for attendance at gyms. swimming pools, etc. • Need for a medical director • Future of obstetrics and minor surgery in the Drayton Valley area discussed with Dr. Lundell, Alberta Health Services • Dr. Lundell expressed interest in a meeting with PPRRC to discuss future health care possibilities in Drayton Valley. 	<p>Marc will inform PPRRC if further contact by Dr. Lundell or AHS is made re: a future meeting.</p>
<p>1.3 New Doctor Contact (Bernie)</p> <p>ITEM NOTES</p> <p>Pat reported that she did attempt to send an email to the individual Bernie had been in contact with. The email was returned indicating an address error.</p>	

AGENDA ITEM	MOTIONS / ACTIONS
New Business	
<p>2.0 Discussion on the Role of PPRRC for health care professionals as well as doctors. What the process would be? What information would be required?</p> <p>ITEM NOTES</p> <p>Discussion points raised:</p> <ul style="list-style-type: none"> • PPRRC current mandate is to meet the needs of physicians and we cannot lose sight of that mandate. • Reminder that our mandate includes physician retention as well as recruitment. • There seem to be current shortfalls in other medical areas (i.e. dentistry, mental health) in our community and we should consider reaching out. • A suggestion was made to ‘survey’ our community re: possible medical health shortfalls • Also pointed out that it would be important to contact the County and Town re: funding support for PPRRC when working on recruitment and retention of other medical professionals. 	<ul style="list-style-type: none"> • Jacalyn will research whether the dental profession has a connection such as RPAP for dentistry. • The topic of physician retention will be placed on the agenda of our next meeting
<p>2.1 How can PPRRC support Locum placements in the Pembina region?</p>	<p>Tabled.</p>
<p>2.2 Next meeting date</p>	<p>November 28, 2016 at 7 pm.</p> <p>Agenda will include planning our annual physician appreciation event.</p>

AGENDA ITEM	MOTIONS / ACTIONS
Treasurer's Report	Not Available
RPAP Report	Not Available
AHS Report	Not Available
PCN Report	Not Available
Adjournment	Meeting was adjourned at 8:03 pm.

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held May 18, 2016 at 4:15pm in conference room #2.

PRESENT Lyndara Cowper-Smith Rose Mayan Pat Adamson Colleen Anderson
Brenda Cartwright Fayrell Wheeler Kara Westerlund Sandy Faunt (Director)
Marge Eliuk (Recording Secretary)

ABSENT Councillor Graham Long

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

AGENDA Addition to Agenda: 4.2 Lynn's BBQ
7.1 Administration Wage Grid and Appraisals
7.2 Policies

Brenda Cartwright moved to accept the agenda as amended.

MOTION CARRIED.

ADOPTION OF MINUTES

Pat Adamson moved to adopt the minutes of the April 11, 2016 meeting.

MOTION CARRIED.

BUSINESS ARISING

Renovations-Electrical

Tri-Electric sent in a quote for approximately \$16,000 for the electrical upgrades. Sandy will approach the Town about sharing the cost of the much needed electric box in which the Library will agree to pay 50% if the town will pay the other 50%.

Colleen Andersen made the motion to approach the town to pay 50% of the electrical upgrade.

MOTION CARRIED

Lynn's BBQ

The BBQ will be held again at Lynn's Seba Beach Lot on Sunday, August 14, 2016 at 2:00pm. Lynn will let those wanting steak know how much they cost. Everyone is asked to bring a Potluck dish.

FINANCIAL

Monthly Financial Report- April 2016:

Councillor Fayrell Wheeler made a motion to receive the April Financial Report as presented.

MOTION CARRIED

2015 Financial Statement:

Councillor Fayrell Wheeler made the motion to approve the 2015 Financial Statements from the Auditors as presented.

MOTION CARRIED.

REPORTS

Councillors

Councillor Kara Westerlund reported that the County Library Board will meet next month and again in November before they dissolve.

Councillor Fayrell Wheeler did not have anything to report except she noticed the sign outside the Royal Bank needed updating.

Director

Sandy reported that the Battle of the Books went very well. Seven schools participated including Tomahawk and the Wild Rose Home Educators. The winners were Evergreen Grades 3/4 and 5/6 Gold; Eldorado School Grades 3/4 and 5/6 Silver; Home Educators grades 3/4 bronze and Aurora grades 5/6 bronze.

We have hired a SRC Programmer, Hayley Ferguson, who will start officially May 24, 2016.

Crystal Serzisko will be covering Susan's position while she is on holidays. As usual ALC in Jasper was good. Lots of program and promotion ideas were learned.

Our Annual Magazine and Book Sale starts tomorrow, May 19, 2016.

We will be holding a Suicide Prevention/recognition course May 31, 2016 for all the Library Staff.

Sandy will be away on holidays June 1 to June 12th, 2016. She will return for June 13th, then will be away for a week for her ear surgery. She hopes to return on June 22, 2016.

60th Anniversary

There was no new information to report. Brenda noted that the Town, Legion, Library and Canada are all celebrating special Anniversaries.

Brenda Cartwright moved to accept the reports as information.

MOTION CARRIED.

NEW BUSINESS

Grid/Appraisals

The Board wondered if the grid should be an open-ended one that is reviewed every year or if they should discuss increases every year or just approve the grid and just give Sandy her appraisal ever year and she will give Marge her's.

Rose Mayan made the motion to go In Camera to discuss the Grid.

MOTION CARRIED.

Councillor Kara Westerlund made the motion to go out of Camera.

MOTION CARRIED

Rose Mayan made the motion to accept the grid as it was presented. Sandy will do Marge's Appraisals and the Board Chair along with 1 or 2 other board members will do Sandy's.

MOTION CARRIED.

Policies

The Trustee Policies Section 4.1.2 were handed out to be reviewed for June's meeting.

Fort McMurray

The Library is helping with the Fort McMurray evacuees by giving them free temporary membership, access to all our programs, and use of our computers.

CORRESPONDENCE: None

NEXT MEETING DATE:

Next meeting date: **June 29, 2016 at 4:15 pm** in Conference room #2.

ADJOURNMENT:

Rose Mayan moved to adjourn the meeting at 5:15 am.

MOTION CARRIED.



Recording Secretary

Adopted on the 13 day of September, 2016.



Chair

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held June 29, 2016 at 4:15pm in conference room #2.

PRESENT Lyndara Cowper-Smith Rose Mayan Pat Adamson Colleen Anderson
Brenda Cartwright Graham Long Kara Westerlund Sandy Faunt (Director)
Marge Eliuk (Recording Secretary)

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

AGENDA Addition to Agenda: 4.3 Evaluation Forms
4.4 Trustees Policies

Graham Long moved to accept the agenda as amended.
MOTION CARRIED.

ADOPTION OF MINUTES

Colleen Andersen moved to adopt the minutes of the May 18, 2016 meeting as presented.
MOTION CARRIED.

BUSINESS ARISING

Renovations

Workroom renovations: DV Cabinets submitted a quote of \$5985.00: Sovereign Pictures Ltd. submitted a quote of \$10,260.00. These quotes do not include plumbing or cupboards around the plumbing. Will call the plumber for quotes to move the sink and the possibility of a sink upstairs.

Councillor Graham Long made the motion to accept D.V. Cabinet's quote.
MOTION CARRIED

Electrical: The new wiring has been done in the building, just waiting for Tri Electric to give us a quote for the addition of the new plugs.

Evaluation Forms Lynn presented the Board with a revamped evaluation form. The Board will prepare Sandy's evaluation after this meeting.

Policies Reviewed the Trustee policies 4.1.2.1: Policy on Policy Making, 4.1.2.2: Library Board Operations, 4.1.2.3: Orientation of New Board Members, 4.1.2.4: Honoraria and Remuneration, 4.1.2.5: Continuing Education, 4.1.2.6: Director Liaison, 4.1.2.7: Responsibilities, 4.1.2.8: Election of Officers.

Brenda Cartwright made the motion to adopt the policies as amended.
MOTION CARRIED

FINANCIAL

Monthly Financial Report- May 2016:

Sandy stated that the nonbook budget for ADV was almost used up. We may use some of the ADVR non-book funds as we require more audio books due to an increase in use perhaps because of the addition of our Outreach Programs. Lyndara also reminded the Board that we will be combining the two Libraries in our 2017 Budget.

Rose Mayan made a motion to receive the May Financial Report as presented.

MOTION CARRIED

REPORTS

Councillors

Councillor Graham Long reported that the Canada Day Parade will be held July 1, 2016.

Councillor Kara Westerlund reported that the County Council voted, last week, to dissolve the County Library Board. Someone from the County will be in touch with Sandy regarding this.

Director

Sandy reported that our Outreach program has added the Seniors Sunrise Village starting July 6th and possibly the DV Hospital in the fall. Most of the staff took the Suicide Prevention Awareness class on June 30, 2016. Sandy received certificates for the courses she took on Budgeting Basics for Libraries and Reading & Understanding Financial Statements. The Genealogical Society requested that the library purchase Proquest's Ancestry Library Edition. Marge is looking into this. Sandy informed the Board, the programs at the Municipal Library were well attended and that maybe in the 2017 Budget more hours for the programmer should be considered. Our ILS (Polaris) was recently upgraded. Circulation stats are up. We have hired a new student page, Phillipa Madill, to replace Jonah Doll who has completed grade 12.

60th Anniversary

Brenda Cartwright reported that the celebrations for the 60th would encompass the whole week of June 12 – the 16th, 2017 with the cake being served on June 16th at the library. School kids would come in and receive pre-made bookmarks and make some to be given to patrons. Also as the students leave, a treat or a coupon for a treat could be handed out. The Summer Reading Club programmer could help plan and execute making bookmarks. This would be a good time to also inform the students about the 2017 SRC. Most of these activities will be held in a rented tent to keep the mess to a minimum. A banner, that will be reusable for future needs, will be purchased. The past, present, and future will be the theme. Pictures and scrapbooks from the past, programs and resources that we have for the present, and perhaps public input on the future of the library. A budget, which will also have to factor in advertising costs, is estimated to be about \$8,000.

Councillor Graham Long moved to approve the \$8,000.00 budget for the 60th anniversary.

MOTION CARRIED.

NEW BUSINESS

YRL Conference Lyndara stated that she would like to attend and Brenda Cartwright said she would let us know tomorrow if she could go.

CORRESPONDENCE: June 13th YRL Board Meeting Agenda
EPL 2015 Annual Report
YRL PLC meeting Highlites – June 17th – Marge attended.
Thank you card and letter from Nesen Naidoo. - Lyndara read the card Nesen sent to the Board and then read the very touching letter he included.

NEXT MEETING DATE: Next meeting date: September 13, 2016 at 4:15 pm in Conference room #1.

ADJOURNMENT: Colleen Andersen moved to adjourn the meeting at 5:15 am.
MOTION CARRIED.



Recording Secretary

Adopted on the 13 day of September, 2016.



Chair

Town of Drayton Valley

Proclamation

UNIVERSAL CHILD'S DAY – November 20, 2016

- WHEREAS** It's more than just an age, it's a stage of life – children hold a special place in our lives;
- AND WHEREAS** parenting is more than meets the eye at first glance – it consists of goals, love, hardship, perseverance and, optimally, success and pride. Raising a healthy and happy child is the greatest success any parent can hope to achieve, though the responsibility and pride should not end there;
- AND WHEREAS** children are profoundly influenced by the people and environment around them. As a member of society we are all held accountable for the success of an individual child and the soaring potential they can achieve with proper nurturing;
- AND WHEREAS** a child's family holds the strongest influence, though without good schools and supportive communities the role is not complete;
- AND WHEREAS** every component of the Town of Drayton Valley strongly encourages and supports families to share their ideas and come forward as a united front in order to grow as a community;
- AND WHEREAS** a well-rounded child is a product of a well-rounded community, with proper surroundings, exceptional support and under the right care, children can learn and thrive. In addition, with a community that promotes education from infancy through adolescence, in child-care settings and after-school programs we can all do our part in assisting the parents of the community in raising a whole child;
- AND WHEREAS** we must agree that children have the right to: be safe, be loved, be heard, and belong.
- NOW THEREFORE** I, Mayor Glenn McLean, do hereby proclaim **November 20, 2016**, to be “**Universal Child's Day**” in the Town of Drayton Valley, which is also recognized by the United Nations.

In honour of our children, I, Mayor Glenn McLean, pledge to spend one hour on Universal Child's Day valuing a child by listening to what they have to say and/or doing what they want to do. I also challenge every adult in Drayton Valley to pledge the same.

Mayor

16 November 2016

Date



Conference Report

Council Member: Graham Long

Conference/Workshop Attended: YRL Conference

Date of Conference: September 2016



Information Presented (all relevant sessions):

The Yellowhead Regional Library conference is a one day event designed to offer support and insight to the numerous municipal and school division libraries which make up the Yellowhead region. There are a number of facilitated sessions available, however, most valuable is the opportunity to meet in an informal setting with library trustees to hear about some of the success they have enjoyed and the frustrations they are facing.

The sessions I attended offered useful information I will draw on as I continue to serve as on the library board.

Full details of all sessions can be found online at poweroflibraries.com.

Session 1: Trustee 2.0

This session took a look at the challenges of serving as a library trustee beyond those laid out in Libraries Act. Topics covered included bylaw and policy development, community engagement, building relationships, relations between the board and library staff and available resources. This a useful addition to the board basics workshop offered by Municipal Affairs.

Session 2: Outreach programming

This session looked at the barriers to accessing library services faced by some people and how they can be lessened or removed altogether. Outreach programming can fill a need if it's determined that there's a population (e.g. seniors, young children) who are not otherwise able to access the library. This also helps to raise the profile of the library and to draw people into the main facility.

Session 3: Using Social Media Effectively

This session contained a number of pointers to getting the most from the various free social media platforms available and how they can be used to effectively market library programs and services. Information provided varied from recommendations of the best times to post on social media, to choosing appropriate artwork to dealing with online complaints. Details of the presentation are available online at poweroflibraries.com

Correlation to Approved Town Plans/Policies and Council Vision

Ex. Social Development Plan (SDP), Community Sustainability Plan (CSP), Economic Development Strategy (EDS), Municipal Development Plan (MDP), Housing Index Study (HIS), Recreation & Culture Master Plan (RCP), etc.

Session 1: None

Session 2: Library plan of service

Session 3: Library plan of service

Recommendation(s) for Council consideration:

- 1) None at this time.

Identify Partners and/or External Resources:

For Administrative Use Only:

Date
Received:

November 15, 2016

Date
Reviewed:

Item(s) for Administration policy or procedural consideration:

- 1)
- 2)



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

October 24, 2016

Dear Glenn:

This past May, our province battled the worst fire in our history when the Wood Buffalo wildfire displaced almost 90,000 Albertans from their homes and businesses. From the early hours of the emergency, through the months of rebuilding and recovery, the strength of our communities and people has exemplified the spirit of Alberta.

When our province faced the worst, you reached out to help those who needed it most. The incredible work you did in such difficult conditions has not gone unnoticed.

It is my honour to present you with a commemorative medallion and an official certificate in recognition of your outstanding service. This medallion represents the extraordinary efforts of Albertans who stepped up during the wildfires and evacuation. Your courage, resilience, and compassion are nothing short of extraordinary. Please accept my deepest and sincerest thanks for going above and beyond in the face of this unprecedented natural disaster.

While there is still a lot of work ahead of us, with the support and inspiration from Albertans like you, we will make these communities home again.

Sincerely,

A handwritten signature in blue ink, which appears to be "Rachel Notley".

Rachel Notley
Premier of Alberta



Glenn McLean

*In appreciation and recognition of
outstanding service to Albertans.*

Your response to the 2016 Wood Buffalo wildfire
demonstrated courage, compassion
and the spirit of Alberta.

Thank you for your extraordinary efforts.

A handwritten signature in black ink, appearing to be "R Notley", is written over a horizontal line.

RACHEL NOTLEY, PREMIER OF ALBERTA

October 24, 2016

DATE



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

October 2016 Stats

Town of Drayton Valley/ Brazeau County

Fire Calls- 2

Rubbish and Grass Fires- 0

Motor Vehicle Collisions-6

Rescue Calls- 1

Alarm Calls- 4

Assist another Agency- 5

Misc Calls- 5

Total- 23

Town of Drayton Valley

Fire Calls- 1

Rubbish and Grass Fires- 0

Motor Vehicle Collisions- 3

Rescue Calls- 1

Alarm Calls- 3

Assist another Agency- 3

Misc Calls- 3

Total- 14



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

Brazeau County

Fire Calls- 1

Rubbish and Grass Fire- 0

Motor Vehicle Collisions- 3

Rescue Calls- 0

Alarm Calls- 1

Assist another Agency- 2

Misc Calls- 2

Total- 9