Agenda

Call to Order

National Anthem

1.0 Additions to the Agenda

2.0 Adoption of Agenda

3.0 Corrections or Amendments:
- 3.1. March 20, 2019, Regular Meeting of Council Minutes 3-7
- 3.2. March 20, 2019, Public Hearing Minutes Bylaw 2019/03/D 8-9

4.0 Adoption of:
- 4.1. March 20, 2019, Regular Meeting of Council Minutes
- 4.2. March 20, 2019, Public Hearing Minutes Bylaw 2019/03/D

5.0 Proclamations
- 5.1. Drayton Valley Pro Rodeo Week 10

6.0 Delegations / Administrative Updates
- 6.1. Cause for Critters – Lesley Gigg and Amanda Osbourne 11
- 6.2. Delegation of Commercial and Industrial Ratepayers 12

7.0 Decision Items Pages 13-130

7.1. Temporary Shelter Bylaw 2019/06/P Presented for First Reading	13-20
7.2. Coalition of Canadian Municipalities for Energy Action (C-69)	21-24
7.3. Spring Clean-Up, Curb-It and 3R Roundup (Free Tipping Days) with Household Hazardous Waste Collection	25-26
7.4. 50 Ave and 43 St Improvement Program Proposal	27-39
7.5. Town of Drayton Valley Recreation Fee Assistance Program	40-46
7.6. Drayton Valley and District Historical Society Funding Request	47-51
7.7. Community Grants, Second Quarter Allocation	52-130

8.0 Department Reports

8.1. Engineering and Development/Capital Project Update	Rick Wheatley
8.2. Community Services and FCSS	Annette Driessen
8.3. Emergency Services	Tom Thomson
8.4. CAO/Administration	Winston Rossouw

9.0 Council Reports
- 9.1. Councillor McGee
- 9.2. Councillor Wheeler

9.3. Deputy Mayor Ballas	
9.4. Councillor Peebles	
9.5. Councillor Dodds	
9.6. Councillor Gammana	
9.7. Mayor Doerksen	

10.0	Information Items	Pages 131-132
	10.1. STAR Catholic School Board Highlights – March 2019	132

11.0 Adjournment

Town of Drayton Valley
Regular Council Meeting

Wednesday, March 20, 2019
9:05 a.m. Council Chambers

Meeting Minutes

THOSE PRESENT:

Mayor Doerksen
Councillor Dodds
Councillor Gammana
Councillor McGee
Councillor Peebles
Councillor Wheeler
Winston Rossouw, Chief Administrative Officer
Annette Driessen, Director of Community Services
Rick Wheatley, Director of Engineering
Tom Thomson, Fire Chief
Kevin McMillan, Director of Finance
Jennifer Stone, Executive Assistant and Communications
Merlin Klassen, Health & Safety Coordinator, Director of Emergency Management
Hari Dusi, Junior Networks & Systems Administrator
Matt Ellis, Planner
Erin Schultz, Administrative Assistant
Jennifer Fancey, Asset Management and Grant Writing Assistant
Manny Deol, Head of Economic Development
Cathy Weetman, Western Review
Members of the Public

ABSENT:

Deputy Mayor Ballas

CALL TO ORDER

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

1.0 Additions to the Agenda

There were no additions to the Agenda.

2.0 Adoption of Agenda

RESOLUTION #044/19

Councillor Gammana moved to adopt the Agenda for the March 20, 2019, Regular Meeting of Council, as presented.

CARRIED

3.0 Corrections or Amendments:

3.1. February 27, 2019, Regular Meeting of Council Minutes

The following correction was made to the February 27, 2019, Regular Meeting of Council Minutes:

Councillor Wheeler noted that the motion for Resolution #033/19 should be ”Carried” rather than “Carried as Amended.”

4.0 Adoption of:

4.1. February 27, 2019, Regular Meeting of Council Minutes

RESOLUTION #045/19

Councillor Wheeler moved to adopt the Minutes of the February 27, 2019, Regular Meeting of Council, as amended.

CARRIED

5.0 Public Hearing

5.1. Bylaw 2019/03/D – Land Use Amending (M-Industrial) Bylaw
A separate set of minutes was taken for the Public Hearing.

6.0 Decision Items

6.1. Early Childhood Development Centre (ECDC) Board Member Appointment

RESOLUTION #046/19
Councillor McGee moved that Council appoint Lisa Buchan as a Community-At-Large member for the Early Childhood Development Centre (ECDC) Board for a two (2) year term, expiring October 31, 2020.
CARRIED

6.2. Proposed Repealing Bylaw 2019/04/A to repeal the Mayor's Advisory Committee Bylaw 2018/04/B

RESOLUTION #047/19
Councillor Wheeler moved that Council give First Reading to Repealing Bylaw 2019/04/A, as presented.
CARRIED

RESOLUTION #048/19
Councillor Gammana moved that Council give Second Reading to Repealing Bylaw 2019/04/A, as presented.
CARRIED

RESOLUTION #049/19
Councillor McGee moved that Council consider giving Third and Final Reading to Repealing Bylaw 2019/04/A, as presented.
CARRIED UNANIMOUSLY

RESOLUTION #050/19
Councillor Dodds moved that Council give Third and Final Reading to Repealing Bylaw 2019/04/A, as presented, and advise the current Committee members and applicants of this decision.
CARRIED

RESOLUTION #051/19
Councillor Wheeler moved to take Resolution #013/19 Mayor's Advisory Committee Appointments off the table.
CARRIED

6.3. Extended Producer Responsibilities

RESOLUTION #052/19
Councillor Wheeler moved that Council direct Administration to cooperate with other Alberta municipalities, AUMA, producers and recyclers of packaging and paper products, and the Province of Alberta to develop a baseline that can inform the design of a Provincial Extended Producers Responsibility (EPR) program by researching:

- The benefits, challenges, and risks of an EPR program in Alberta for these groups and their constituents;
- The current recycling systems and supply chains across the province, and potential impacts of an EPR program in Alberta.

CARRIED

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6.4. Request for Proposal (RFP) – Integrated Project Delivery Team for Aquatic Facility

RESOLUTION #053/19
Councillor Peebles moved that Town Council accept the recommendation of the Joint Aquatic Facility Committee to proceed with the Request for Proposal process for the selection of an Integrated Project Delivery Team to establish the Aquatic Facility Validation Report.
CARRIED

6.5. Bylaw 2019-03-D – Land Use Amending (M-Industrial) Bylaw, Lots 7 and 8, Block 112, Plan 062 4820, Presented for Second and Third Readings

RESOLUTION #054/19
Councillor Gammana moved that Council give Second Reading to proposed Bylaw 2019/03/D - Land Use Amending (M-Industrial) Bylaw, as presented.
CARRIED

RESOLUTION #055/19
Councillor McGee moved that Council give Third Reading to proposed Bylaw 2019/03/D - Land Use Amending (M-Industrial) Bylaw, as presented.
CARRIED

6.6. City of Lloydminster Request re: Letter of Support

RESOLUTION #056/19
Councillor McGee moved that Council approve the request from the City of Lloydminster and provide a Letter of Support in regards to lobbying the Canadian Senate to make Lloydminster the host community for a Senate hearing regarding the impacts of the proposed Bill C-69.
CARRIED

6.7. TELUS Safe Neighbourhoods

RESOLUTION #057/19
Councillor Peebles moved that Council support the Proof of Concept for a "Safe Neighbourhoods" pilot project and commit Administration to coordinate further details with TELUS and the RCMP.
CARRIED

6.8. Strategic Plan 2019-2021

RESOLUTION #058/19
Councillor McGee moved that Council accept the 2019-2021 Strategic Plan, as presented.
CARRIED

Mayor Doerksen called a break at 9:59 a.m.
Mayor Doerksen reconvened the meeting at 10:13 a.m.

Councillor Peebles exited the meeting at 9:59 a.m.

7.0 Department Reports

7.1. Engineering and Development/Capital Project Update

Mr. Wheatley provided an update on the activities of the Engineering Department and Public Works Department.

7.2. Community Services and FCSS
Ms. Driessen provided an update on the activities of the Community Services Department.

7.3. Emergency Services
Fire Chief Thomson provided an update for Emergency Services and reviewed the year end stats for 2018 as well as the stats for February 2019.

7.4. CAO/Administration
Mr. Rossouw provided Council with an update on various Town activities.

8.0 Council Reports

8.1. Councillor Gammana
- February 20: FCSS Breakfast Workshop
- March 6: Joint Council Meeting
- March 7: TELUS Safe Cities Meeting
- March 15: Hemp Industry Conference

8.2. Councillor McGee
- Working with Chamber of Commerce to host a business luncheon on April 4, 2019
- March 19: Rural Municipalities Association Conference
- Update on items from Eagle Point Blue Rapids Parks Council
- Brazeau Foundation Updates

8.3. Councillor Wheeler
- February 20: FCSS Breakfast Workshop
- March 7: TELUS Safe Cities Meeting
- Healthy Communities Coalition Updates

8.4. Deputy Mayor Ballas
Deputy Mayor Ballas was not present to provide a report.

8.5. Councillor Peebles
Councillor Peebles was not present to provide a report.

8.6. Councillor Dodds
- February 28: FCSS Breakfast Workshop
- February 28: FCM Webinar on Recycling
- March 6: Joint Council Meeting
- Sustainability Meetings
- Zero Fee Meetings and next steps
- March 12: NorQuest Advocacy Luncheon
- March 15: Hemp Industry Conference

8.7. Mayor Doerksen
- February 28: FCSS Breakfast Workshop
- March 3 and 4: Rural Education Symposium
- March 12: NorQuest Advocacy Luncheon

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- March 16: Montreal Canadiens Alumni Game
- March 18: Northern Alberta Mayors' and Reeves' Caucus

9.0 Information Items

9.1. Eagle Point – Blue Rapids Parks Council Meeting Minutes – December 3, 2018

9.2. Operational Board Meeting Minutes – December 5, 2018

9.3. Joint Exploratory Recreation and Culture Ad Hoc Committee Meeting Minutes – December 20, 2018

9.4. Brazeau Foundation Meeting Minutes – December 3, 2018

9.5. Yellowhead Regional Library Board Meeting Minutes – November 5, 2018

9.6. STAR Catholic Schools Board Meeting Highlights – February 2019

9.7. Brazeau Foundation Minutes – February 14, 2019, and Financial Statements 2018

9.8. Drayton Valley/Brazeau County Fire Services Stats – Year End 2018 and February 2019

RESOLUTION #059/19
Councillor Dodds moved that Council accept the above items as information.
CARRIED

10.0 Adjournment

Mayor Doerksen adjourned the meeting at 11:16 a.m.

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

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MINUTES OF PUBLIC HEARING

March 20, 2019
BYLAW 2019/03/D

THOSE PRESENT:

Mayor Doerksen
Councillor Dodds
Councillor Gammana
Councillor McGee
Councillor Peebles
Councillor Wheeler
Winston Rossouw, Chief Administrative Officer
Annette Driessen, Director of Community Services
Rick Wheatley, Director of Engineering
Tom Thomson, Fire Chief
Kevin McMillan, Director of Finance
Jennifer Stone, Executive Assistant and Communications
Merlin Klassen, Health & Safety Coordinator, Director of Emergency Management
Hari Dusi, Junior Networks & Systems Administrator
Matt Ellis, Planner
Erin Schultz, Administrative Assistant
Jennifer Fancey, Asset Management and Grant Writing Assistant
Manny Deol, Head of Economic Development
Cathy Weetman, Western Review
Members of the Public

ABSENT:

Deputy Mayor Ballas

ITEM

Bylaw No. 2019/03/D – Land Use Amending (M-Industrial) Bylaw

CALL TO ORDER

Mayor Doerksen declared the Public Hearing open at 9:06 a.m.

PURPOSE OF THE PUBLIC HEARING

To receive comments, concerns, and questions from the public with regard to a proposed amendment to the Town's Land Use Bylaw 2007/24/D to re-zone the subject lands located at 5630 and 5634 56 Street (as shown cross-hatched in red in the photo to the right) from the current C2-General Commercial district to a the M-Industrial district for the purposes of permitting a Cannabis Production/ Distribution Facility.

Please note that in the case of a Cannabis Production and Distribution Facility, all requirements of Town of Drayton Valley Land Use Bylaw 2007/24/D and Health Canada regarding this land use apply.

BACKGROUND

The above Bylaw received First Reading at the February 27, 2019, Regular Meeting of Council, and may receive Second and Third Readings today, depending upon the comments received at this Public Hearing.

Notification of the Bylaw, requesting comments from the public, and advising them of the Public Hearing, has been provided through in accordance with Town of Drayton Valley Bylaw 2018/07/A (Electronic Advertising Bylaw). To facilitate the Public Hearing process, any comments received (written or verbal) will be presented as a package at the time of the Public Hearing.

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CALL FOR COMMENTS FROM THE FLOOR
There were no comments received from the floor.

CALL FOR COMMENTS OR WRITTEN SUBMISSIONS
There were two written submissions received.

ADJOURNMENT
Mayor Doerksen declared the Public Hearing closed at 9:11 a.m.

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

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Town of Drayton Valley

Proclamation

Drayton Valley Pro Rodeo Week

April 29 – May 5, 2019

WHEREAS: Rodeo is the original North American western sport, with its origins form ranch work; and

WHEREAS: Rodeo is a gathering of people for competition and camaraderie; and

WHEREAS: Everyone in the Drayton Valley and surrounding areas can attend and celebrate their western heritage; and

WHEREAS: To keep our western values and lifestyles alive; and

WHEREAS: The Drayton Valley Pro Rodeo brings over 400 competitors and 3000 fans to gather for a weekend of celebration and competition; and

WHEREAS: fostering is a community responsibility and foster families build stronger communities.

THEREFORE: I, Mayor Michael Doerksen, on behalf of the Town of Drayton Valley do hereby proclaim **April 29 - May 5, 2019, "Drayton Valley Pro Rodeo Week"** in the Town of Drayton Valley to recognize and keep alive our western way of life.

DATED at the Town of Drayton Valley,
in the Province of Alberta,
this 10nd day of April, 2019.

_____
Mayor Michael Doerksen

Town of Drayton Valley

Delegation Request Form

Name(s): Lesley Gigg & Amanda Osbourne

Organization: Cause for Critters

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

Contact Number: _____ Contact E-mail: _____

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

Mailing Address: Box 7852 DV. T7A 1S9

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

- [x] Council Meeting
- [x] 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)

We wish to provide and update of Animal Control to the Governance and Priorities Meeting at your earliest convenience.
We would also like to attend April's council meeting as per Winston Rossouw's request and to possibly ask for help with funding our non profit organization

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

ATTENTION JENNIFER STONE
SUBMITTED APRIL 4 2019

RECU/RECEIVED
04-04-2019

Town of Drayton Valley

Delegation Request Form

Name(s): DELEGATION OF COMMERCIAL & INDUSTRIAL RATEPAYERS

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

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

Contact Numbe Contact E-mail

Mailing Address

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

- [X] 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)

COMMERCIAL & INDUSTRIAL RATEPAYERS ARE REQUESTING A REBATE ON 2019 PROPERTY TAXES DUE TO THE PROLONGED ECONOMIC DOWNTURN RESULTING IN UNPRECEDENTED VACANCIES & REDUCED RENTS

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

TOWN OF DRAYTON VALLEY
REQUEST FOR DECISION

SUBJECT:	Temporary Shelter Bylaw 2019/06/P Presented for First Reading
MEETING:	April 10, 2019 Regular Meeting of Council
PRESENTED BY:	Tom Thomson Fire Chief

1. PROPOSAL AND BACKGROUND:

In an effort to address the public's concerns regarding the construction of temporary shelters on private property, the human habitation in camping units on private property, and the camping on public lands, administration is presenting the Temporary Shelter Bylaw 2019/06/P for Council's review and consideration.

2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

This Bylaw will address the Town's current issues surrounding individuals that are performing such activities and assist Peace Officers in the removal of such structures and the curbing of this type of activity.

3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	YES	Municipal Government Act - Section 7(b)
Municipal Bylaws	NO	This will formulate a new bylaw
Municipal Development Plan	YES	2.12 Parks and Recreation
Sustainability Vision 2019-2021	YES	Sections- Planning and Development and Wellness and Health
Town of Drayton Valley Strategic Plan 2019-2021	YES	Enforcement Services
Other Plans or Policies	N/A	

4. POTENTIAL MOTIONS:

A. That Council give First Reading to Temporary Shelter Bylaw 2019/06/P.
B. That Council give First Reading to Temporary Shelter Bylaw 2019/06/P with amendments to _____.
C. That Council direct Administration to _____.
D. That Council not give First Reading to Temporary Shelter Bylaw 2019/06/P.

5. RECOMMENDATION

That Council give First Reading to Temporary Shelter Bylaw 2019/06/P.

6. ATTACHMENTS:

1. Temporary Shelter Bylaw 2019/06/P

REPORT PREPARED BY:	T-TL	REVIEWED BY:	T-TL
APPROVED BY:			

BYLAW NO. 2019/06/P
Name of Bylaw: Temporary Shelter Bylaw

WHEREAS pursuant to the *Municipal Government Act,* being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto. Council may pass Bylaws for the safety, health and welfare of people and the protection of people and property, and for services provided by or on behalf of the municipality;

WHEREAS pursuant to the *Municipal Government Act,* being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto. Council has the authority to pass a Bylaw respecting people, activities and things in, on or near a public place or place that is open to the public;

AND WHEREAS the Council of the Town of Drayton Valley deems it desirable to regulate camping and the construction of temporary shelters for human habitation;

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

TITLE

1. This Bylaw may be cited as the "Temporary Shelter Bylaw" of the Town of Drayton Valley.

PURPOSE

2. The purpose of this Bylaw is to regulate tenting and temporary shelters used for camping, sleeping accommodations, and human habitation in the Town of Drayton Valley.

DEFINITIONS

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

   3.1 *Accessory Building* means a building separate and subordinate to the main building, the use of which is incidental to that main building, and is located on the same lot, including but is not limited to: garages, carports, sheds, and storage buildings;

   3.2 *Act* means the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto;

   3.3 *Camp or Camping* means the locating of, erecting of, or use of a tent, trailer, motor home, truck and camper, lean-to, a vehicle or part of a vehicle, a portable cabin, storage shed, or any other similar temporary structure for the provision of sleeping or Human Habitation ;

   3.4 *Camping Equipment* means the tools and supplies used for the purposes of living in the outdoors which includes but is not limited to: sleeping bags,

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pillows, mattresses, blankets, cooking gear, propane/butane bottles, coolers, clothes, axes, hatchets, knives, tarps, bug repellent, netting, backpacks, lighting, generators, food, and drinks;

3.5 *Campground* means a specified area designated by the Town for Camping;

3.6 *Camping Unit* means a tent, trailer, fifth wheel, truck camper, motor home, camperized van, or other certified recreational unit used as a shelter while persons Camp or in conjunction with Camping;

3.7 *CAO* means the Chief Administrative Officer for Town of Drayton Valley;

3.8 *Construction Materials* means any article, item, material, or supply consumed or used in the construction process and incorporated in a building or structure;

3.9 *Human Habitation* means the occupancy of any Accessory Building, Camping Unit, or Temporary Shelter, whether commercially manufactured or hand-made, for the purpose of sheltering a person or persons;

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

3.11 *Public Place* means any highway, parkland, bridge, municipal reserve, or right of way, whether a thoroughfare or not, and includes any open space to which the public may have or are permitted to have access, that is owned by the Town of Drayton Valley;

3.12 *Tent* means a portable or moveable shelter, partially or fully enclosed, partially or wholly assembled or constructed out of canvass, cardboard, cloth, synthetic material, plastic, metal, wood, or like materials suitable to provide temporary accommodation for one or more persons, whether or not the said shelter is designed or intended to provide such accommodation, or whether commercially manufactured or hand-made;

3.13 *Temporary Shelter* means a structure, improvement, shield, or cover that protects people or things and includes a lean-to or other shelter made of cardboard, tarpaulin, plastics, metal, logs, brush, branches, or other materials or things, whether commercially manufactured or hand-made;

3.14 *Town* means the municipal corporation of the Town of Drayton Valley;

3.15 *Violation Tag* means a document issued by the Town for the purpose of notifying a person that an offence has been committed for which a penalty may follow;

3.16 *Violation Ticket* means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedure Act.*

3.17 *Waste* means any solid or liquid material or product, including, but not limited to: rubbish, refuse, garbage, cast-off clothing, paper, packaging, containers, bottles, cans, branches, shrubbery, human or animal excrement, sewage, or the whole or a part of an animal carcass, or the whole or part of any raw or processed material, vehicle or other machinery and includes sharps and biomedical waste.

OFFENCES

4. No person shall Camp in any area of the Town which is not designated as a Campground pursuant to the requirements of the Town's Land Use Bylaw except for the following:

   4.1 No person shall reside or Camp in any Public Place in the Town unless special permission has been granted in writing, subject to conditions by the CAO or his/her designate.

   4.2 No person shall reside or Camp in any Accessory Building, Camping Unit, Temporary Shelter, or Tent on private property for a period not longer than seven (7) consecutive days within one (1) calendar year unless special permission has been granted in writing, subject to conditions by the CAO or his/her designate.

5. A Peace Officer may direct the owner or occupant of a Camping Unit, Temporary Shelter, or Tent to relocate to a Campground if the Peace Officer believes that the Camping Unit, Temporary Shelter, or Tent is being used, or is intended to be used, for the purpose of Human Habitation.

6. Notwithstanding any provision of this Bylaw, a Camping Unit, Temporary Shelter, or Tent may be used for temporary Human Habitation in the Town, provided:

   6.1 the Camping Unit, Temporary Shelter, or Tent is not situated partially or fully on any Public Place;

   6.2 the Peace Officer has been satisfied that the Camping Unit, Temporary Shelter, or Tent is situated on such property with the full knowledge and approval of the owner of the property; and

   6.3 the Camping Unit, Temporary Shelter, or Tent is in use for a period not longer than seven (7) consecutive days within one (1) calendar year unless special permission has been granted in writing, subject to conditions by the CAO or his/her designate.

INSPECTION

7. A Peace Officer may at reasonable times inspect or cause to be inspected an Accessory Building, Camping Unit, Temporary Shelter, or Tent that is subject to the Bylaw.

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ENFORCEMENT

8. A Peace Officer is hereby authorized to remove or cause to be removed any Camping Unit, Temporary Structure, Tent, Camping Equipment, or Waste and Construction Materials used for Human Habitation found in contravention of this Bylaw.

9. Any such Camping Unit, Temporary Structure, Tent, or Camping Equipment may be removed to a place designated by the CAO where it will remain impounded until claimed by the owner or his authorized agent for a maximum of 60 days after such time may be disposed of.

10. Any such Waste or Construction Materials of a Temporary Shelter used for Human Habitation found in contravention of this Bylaw may be immediately disposed of at the discretion of the CAO.

11. The storage and removal charges relating to any impounded Camping Unit, Temporary Structure, Tent, Camping Equipment, Waste, or Construction Materials which are unclaimed by the owner may be collected by the Town as specified in the Town Fee Schedule..

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

    12.1 payment of the penalty as set out in Schedule “A” hereto; or

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

13. A Peace Officer who has reasonable and probable grounds to believe that any person has contravened any provision of this Bylaw, may issue and serve:

    13.1 a Violation Tag allowing payment of the specified penalty to the Town, which payment will be accepted by the Town in lieu of prosecution for the offence; or

    13.2 a summons under the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34 as amended, by means of a Violation Ticket; or

    13.3 a Violation Ticket, allowing a voluntary payment of the specified penalty to the Provincial Court, or, requiring a person to appear in Court without the alternative of making a voluntary payment; and

14. The recording of the payment of a specified penalty made to the Town pursuant to a Violation Tag or the Provincial Court of Alberta pursuant to a Violation Ticket shall constitute an acceptance of a guilty plea and conviction of the offence.

15. Service of a Violation Tag shall be sufficient if it is:

    15.1 personally served;

    15.2 left with the person on the premises who has the appearance of being at least eighteen (18) years of age; or

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15.3 sent and served by regular mail to the person or corporation's last known mailing address.

16. A Violation Tag shall be in a form approved by the CAO, and shall state:

16.1 the name of the person to whom the Violation Tag is issued;

16.2 a description of the property upon which the offence has been committed, a civic address, or legal description, if applicable;

16.3 the appropriate penalty for the offence as specified in Schedule "A" of this Bylaw;

16.4 that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag in order to avoid prosecution; and

16.5 any other information as may be required by the CAO.

17. In the event that a Violation Tag has been issued and the penalty specified on the Violation Tag has not been paid within the prescribed time, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2 of the *Provincial Offences Procedure Act* to the person to whom the Violation Tag was issued.

18. Notwithstanding the foregoing, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket to any person to whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.

19. A Violation Ticket used with respect to a violation of this Bylaw may be served upon the person responsible for the contravention in accordance with the *Provincial Offences Procedure Act.*

20. The person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect for of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence as provided by this Bylaw.

21. Where a Clerk of the Court records in the Court records the receipt of a voluntary payment pursuant to this Bylaw and the *Provincial Offenses Procedure Act*, the act of recording constitutes acceptance of the guilty plea and also constitutes a conviction and imposition of a fine in the amount of the specified penalty.

22. Nothing in this Bylaw shall limit any other rights or remedies of the Town or the Town's development authority under the Act.

INTERPRETATION

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

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

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

SEVERABILITY

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

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

Read a First time this _____ day of _____, 20___, A. D.

Public Hearing held this _____ day of _____, 20___, A. D.

Read a Second time this _____ day of _____, 20___, A. D.

Read a Third and Final time this _____day of _____, 20___, A. D.

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

DRAFT

SCHEDULE "A"
PENALTIES

Section	Violation	Penalty		
		First Offence	Second Offence	Third Offence
4	Camp in any area of the Town which is not designated as a Campground	$100.00	$200.00	$400.00
4.1	Reside, Camp on, or use for Human Habitation any Public Place in Town unless special permission has been received	$250.00	$500.00	$1,000.00
5	Fail to move the Camping Unit, Temporary Shelter or Tent to a designated Campground	$250.00	$500.00	$1,000.00
6.1	Camping Unit, Temporary Shelter or Tent situated partially or fully on any Public Place	$100.00	$200.00	$400.00
6.2	Camping Unit, Temporary Shelter or Tent situated without the full knowledge and approval of the owner of the property	$150.00	$300.00	$600.00
6.3	Camping Unit, Temporary Shelter or Tent in use for a period longer than seven (7) consecutive days within one (1) calendar year	$150.00	$300.00	$600.00

DRAFT

TOWN OF DRAYTON VALLEY
REQUEST FOR DECISION

SUBJECT:	Coalition of Canadian Municipalities for Energy Action (C-69)
MEETING:	April 10, 2019 Regular Meeting of Council
PRESENTED BY:	Administration on behalf of Council

1. PROPOSAL AND BACKGROUND:

Council received a request from the Town of Bonnyville to join the Coalition of Canadian Municipalities for Energy Action (C-69). This coalition of municipalities is engaging with political decision-makers in Ottawa regarding the proposed Bill C-69.

By joining the coalition, the Town of Drayton Valley will benefit with:

- Inclusion in the campaign focused solely around C-69 and its impacts on local municipalities;
- Addition of the municipality's branding on the coalition's engagement's documents, the energytowns.ca website, and other materials;
- Access to briefing materials and key messaging on this issue;
- Participation in ongoing political action updates;
- Ability to take part in the coalition's Parliament Hill day May 1 and May 2, 2019, in Ottawa to meet with political leaders and amplify the coalition's message;
- Potential to coordinate local appearances before the Senate committee on Energy as it travels across Canada;
- Ability to engage with local and regional media as well as the coalition's national media engagement, including access to media briefing materials and engagement support.

The cost to join is $1000. The coalition is being coordinated by Municipal Advocacy Solutions, a full-service firm that supports municipalities across Canada with grant/funding requests, communications and media relations, strategic planning, and advocacy with government.

2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

The membership fee to join the Coalition is $1000.

3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	Yes	Proposed Bill C-69
Municipal Bylaws	N/A	
Municipal Development Plan	N/A	
Sustainability Vision 2019-2021	Yes	Stewardship - Sponsors and Partnerships
Town of Drayton Valley Strategic Plan 2019-2021	Yes	Recovery in Drayton Valley - Continue to engage the residents, businesses, and other levels of government
Other Plans or Policies	Yes	Community Sustainability Plan 2015-2019: - Local and regional partnerships with applicable municipalities, agencies, businesses and organizations are strong - Work collaboratively with all sectors to achieve mutual goals

4. POTENTIAL MOTIONS:

A. That Council join the Coalition of Canadian Municipalities for Energy Action for the membership fee of $1,000.00, and to approve that Councillor _____ join the Coalition Parliament Hill day on May 1 and May 2, 2019, in Ottawa as representative on behalf of the Town of Drayton Valley.

B. That Council not join the Coalition of Canadian Municipalities for Energy Action.

C. That Council defer to Administration for _____

5. RECOMMENDATION

6. ATTACHMENTS:

1. Letter from Mayor Gene Sobolewski, Town of Bonnyville

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

March 18th, 2019

Re: Invitation to join the Coalition of Canadian Municipalities for Energy Action

Dear fellow municipal leaders,

We are writing today as an engaged coalition of individual municipalities who are engaging the federal government and broader public to discuss our unique municipal concerns with Bill C-69, *'An Act to enact the Impact Assessment Act and the Canadian Energy Regulator Act, to amend the Navigation Protection Act and to make consequential amendments to other Acts'.*

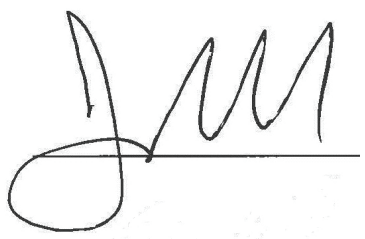
As municipal leaders, we are concerned with the impacts this legislation may have on our own communities; local business, families, and workers. We are bringing this message to the federal government in the Senate, House of Commons, and political leaders to ensure that our reasoned voice on this issue is heard. We strongly feel it is important that we as municipalities, who are on the front line in working with the public, speak up about what impacts may be felt locally if this legislation is passed in its current form, including unintended consequences to municipalities across Canada.

In view of this, a number of concerned municipalities in Canada have come together to form the *Coalition of Canadian Municipalities for Energy Action.* While there are other stakeholders currently involved on this issue, we feel it is vital that we as independent municipalities can bring our own voice forward on this issue, focused solely on discussing C-69 and its impact on our local municipalities.

We are planning on widening on ongoing grassroots campaign to deliver our concerns to decision-makers in Ottawa over the coming weeks and months. There are a number of avenues through which this will occur, and opportunities for our coalition of municipalities to be involved and let their constituents know they are engaged on this issue.

We invite your municipality to join this coalition. The cost for each member to join is $1000. Please consider joining the coalition to help send a message to Ottawa on C-69 on behalf of your constituents. Attached is an outline of our ongoing and planned efforts that you would be joining.

Thank you for your consideration,



Gene Sobolewski
Mayor, Bonnyville

Coalition of Canadian Municipalities for Energy Action – An Overview

The coalition is purely representative of local municipalities in Canada that want to raise their legitimate concerns around potential impacts of Bill C-69 in their regions. The Coalition has partnered with Municipal Advocacy Solutions (part of national advocacy firm Impact Public Affairs), to coordinate our efforts and maximize our visibility with decision-makers and the public. More information on Municipal Advocacy Solutions can be found here: www.municipaladvocacysolutions.ca

As part of our current efforts, the coalition is:

- Preparing to appear before the Senate Committee on Energy, the Environment, and Natural Resources and outline our unique concerns
- Develop Media engagement locally and in Ottawa to get our message out
- **Hosting a broad day of meetings with relevant decision-makers at Parliament Hill May 1st and 2nd**
- Growing the energytowns.ca website with new members and a contact widget for our constituents to directly reach out to relevant political stakeholders

By joining this coalition, you and your municipality will benefit with:

- Inclusion in our campaign focused solely around C-69 and its impacts on local municipalities
- Addition of your municipality branding on our engagement's documents, the energytowns.ca website, and other materials
- Access to briefing materials and key messaging on this issue
- Participation in ongoing political action updates
- Ability to take part in our Parliament Hill day May 1st and 2nd in Ottawa to meet with political leaders and amplify our message
- Potential to coordinate local appearances before the Senate committee on Energy as it travels across Canada
- Ability to engage with local and regional media as well as the coalition's national media engagement, including access to media briefing materials and engagement support

If you are interested in joining the coalition or would like to discuss these efforts further, please **contact Christian von Donat at Municipal Advocacy Solutions:**

Email: Christian@impactcanada.com

Office: 613-317-2850

Cell: 613-408-0498

MUNICIPAL ADVOCACY SOLUTIONS

TOWN OF DRAYTON VALLEY
REQUEST FOR DECISION

SUBJECT:	Spring Clean-Up, Curb-It Program and Fall Clean-Up (3R Roundup) with Household Hazardous Waste Collection
MEETING:	April 10, 2019 Regular Meeting of Council
PRESENTED BY:	Rick Wheatley Director of Engineering

1. PROPOSAL AND BACKGROUND:

The Town of Drayton Valley has been offering Spring and/or Fall Clean-Up, 3R Roundups and/or Curb-it for a number of years. These programs have been recognized by the public as the Town's contribution to keeping the town clean and offering the public assistance with removing unwanted items. The Spring Clean-Up is usually done in late May of each year.

During 2017 and 2018, the Town in partnership with the Aspen Waste Management Facility operator, GFL, offers Free Tipping Days and Household Hazardous Waste collection. The Fall Clean-up Free Tipping days) allows people to get rid of any materials, organic, paint, household products deemed as hazardous that have gathered through the summer months up to 500 kg per family. This usually occurs mid to late October.

The proposed dates for the various programs in 2019 are:

a). Curb-it Weekend *program* will fall on May *31* 2019, June *1-2,* 2019.
b). Spring Clean up will occur during the following week of June *3-7,* 2019.
c). Fall Clean-up (*3R Roundup* Days *with* Household Hazardous Waste collection*)* will fall on the weekend of October *18-20,* 2019.

2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

In 2018, the Town spent approximately $38,600 for Curb-it and Spring Clean up week. The majority of this cost is wages and equipment included in the budget for in the 2018 budget. Any expenses for this year's programs will be covered in the same manner.
The Fall Clean Up (3R Roundup Free Tipping days) is a joint program with the Town and GFL waving the fees for the three (3) days involved. Staff are applying to Recycling Council of Alberta for a grant to cover some of the costs that may be incurred from the Household Hazardous Waste collection included in the Freed Tipping days.

3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	N/A	
Municipal Development Plan	N/A	
Sustainability Vision 2019-2021	YES	Waste and Recycling
Town of Drayton Valley Strategic Plan 2019-2021	YES	Item # 2 - provide Service Delivery to residents.
Other Plans or Policies	YES	Curb-it program 3R Roundup program

4. POTENTIAL MOTIONS:

A. Accept

That Council accept the recommendation that Spring Clean-up is to occur during June 3-7, 2019. Curb-it Weekend is to occur on May 31, June 1-2, 2019. And that Fall Clean-up (3R Roundup Free Tipping Days) with Household Hazardous Waste collection will be scheduled for October 18-20, 2019.

B. Amend

That Council accept the recommendation that Spring Clean-up is to occur during _____ . Curb-it Weekend is to occur on _____. And that Fall Clean-up (3R Roundup Free Tipping Days) with Household Hazardous Waste collection be scheduled for _____ October 2019.

C. Defer

That Council send this item back to the Sustainability Committee for further discussion.

d. Decline

That Council discontinue Spring and Fall Cleanup programs for 2019.

5. RECOMMENDATION

Administration recommends that Council accept the recommendation that Spring Clean-up is to occur during June 3-7, 2019. Curb-it Weekend is to occur on May 31, June 1-2, 2019. And that Fall Clean-up (3R Roundup Free Tipping Days) with Household Hazardous Waste collection will be scheduled for October 18-20, 2019.

6. ATTACHMENTS:

1. None

REPORT PREPARED BY:	Richard Wheatley	REVIEWED BY:	
APPROVED BY:			

TOWN OF DRAYTON VALLEY
REQUEST FOR DECISION

DRAYTON VALLEY

SUBJECT:	50 Ave and 43 St Improvement Program Proposal
MEETING:	April 10, 2019 Regular Meeting of Council
PRESENTED BY:	Rick Wheatley Director of Engineering, Public Works, Utilities and Planning and Development

1. PROPOSAL AND BACKGROUND:

As part of the 2018 approved capital budget, preliminary design for a complete streets concept for 50 Ave from 50 St to Beckett Rd, and 43 St from 43 Ave to 55 Ave was undertaken by Associated Engineering Alberta Ltd. (AE). AE was awarded the project through an open and competitive bid process. Outcomes for the project included staged approaches for completion of the complete streets concepts, providing Council with the flexibility to determine priorities.

During the Regular Meeting of Council December 19, 2019, Council passed:

RESOLUTION #298/18
Councillor Peebles moved that Council approve the 2019 Interim Operating and Capital Budgets as presented for the Town of Drayton Valley with:

OperatingRevenues	15,494,593
Taxes (gross)	15,828,243
School and Seniors Requisitions	(4,157,127)
Total Revenue	$27,165,710
Operating expenditures	25,390,600
Depreciation	(2,197,000)
Debt repayment	1,275,320
Transfers to reserves	2,696,790
Total Expenditures	$27,165,710
Capital expenditures and financing	$13,264,034

CARRIED

$1,000,000 is included in the Capital Budget for 50th Ave and 43 St Improvement Program (CP 392). This amount includes both design and tender, construction administration, project management and construction costs. It is estimated that the full scope of work may not fall within the available funds in 2019.

AE has provided a proposal (Attachment 1), at the request of Administration, for the completion of the detailed design, tender services, construction administration and project management for the entire scope of work phased over two years: 2019 and 2020. The AE proposed upset limit is $246,989.20 to complete the works over two years with $163,794.80 in 2019 and the balance of $83,194.40 carrying into 2020. The AE proposal provided is an extension of the preliminary works already completed by AE in 2018.

Administration is requesting Council's approval to amend the scope of the existing contract for the preliminary design to include the detailed engineering design, tendering and supervision of

the construction in order to create continuity in the project design, implementation and completion as outlined in Attachment 1.

2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

This cost for the detailed design, tendering and supervision is included in the original estimated cost of this project. The original estimate was $1,000,000 for this project as allocated in the 2019 budget. It should also be noted that if the full scope of the project can be completed in 2019, the additional $83,194.40 in 2020 may not be required.

3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	N/A	
Municipal Development Plan	N/A	
Sustainability Vision 2019-2021	YES	Innovative Infrastructure - 50th Ave/43rd Street Bio-swale Incorporation
Town of Drayton Valley Strategic Plan 2019-2021	YES	Building Municipal Economic Resilience - dedicate resources to infrastructure as an investment, not an afterthought.
Other Plans or Policies	N/A	

4. POTENTIAL MOTIONS:

A. That Council accept the proposal from Associated Engineering Alberta in the amount of $246,989.20 for the proposed engineering scope change for the detailed design, tendering and supervision for 2019/2020 for capital project 50th Ave and 43 St Improvement Program (CP 392).

B. That Council defer this item back to Administration for further review and information

C. That Council not accept the proposal from Associated Engineering Alberta in the amount of $246,989.20 for the proposed engineering scope change for the detailed design, tendering and supervision for 2019/2020 for capital project 50th Ave and 43 St Improvement Program (CP 392).

5. RECOMMENDATION

That Council accept the proposal from Associated Engineering Alberta in the amount of $246,989.20 for the proposed engineering scope change for the detailed design, tendering and supervision for 2019/2020 for capital project 50th Ave and 43 St Improvement Program (CP 392).

6. ATTACHMENTS:

1. Town of Drayton Valley - 50 Ave and 43 St Street Improvement Project Proposal

REPORT PREPARED BY:	Richard Wheatley	REVIEWED BY:	Erin Fehr
APPROVED BY:			

Associated Engineering
GLOBAL PERSPECTIVE.
LOCAL FOCUS.

Associated Engineering Alberta Ltd.
500, 9888 Jasper Avenue
Edmonton, Alberta, Canada T5J 5C6

TEL: 780.451.7666
FAX: 780.454.7698
www.ae.ca

March 29, 2019
File: 2018-3312-PM-01.02

Rick Wheatley
Director of Engineering, Public Works, Utilities and Planning and Development
Town of Drayton Valley
Box 6837
Drayton Valley, AB, T7A 1A1

Re: TOWN OF DRAYTON VALLEY - 50 AVE AND 43 ST STREET IMPROVEMENT PROJECT PROPOSAL

Dear Mr. Wheatley:

Thank you for the opportunity to submit our proposal to the Town of Drayton Valley. This letter outlines our understanding, approach, and engineering fees to complete the work, as discussed with the Town of Drayton Valley.

1 PROJECT UNDERSTANDING AND METHODOLOGY

1.1 PROJECT UNDERSTANDING

Further to Concept Plans prepared by Associated Engineering (AE), to improve the drainage and streetscape on 50 Avenue and 43 Street, the Town has requested a proposed fee to complete preliminary design, detailed design, tender and construction administration tasks.

The project will include upgrades to the existing storm sewer system on 50 Avenue and 43 Street including upgrading approximately 134 m of storm sewer and associated catch basins on 50 Avenue, between 47 Street and 43 Street. Further storm upgrades are proposed by utilizing bio-swales in the south boulevard of 50 Avenue between 47 Street and 43 Street.

Asphalt road surfaces and concrete upgrades are proposed for the area of work shown in Figure 1. Surface upgrades also include the provision for separate bike lanes.

Our scope of services is proposed to meet the requirements of the project and includes:

Preliminary Design

- Geotechnical Investigation (and report).
- Topographic Survey.
- Preliminary Engineering.
- Proposed preliminary design stage upgrade drawings.
- Preliminary Design Reporting

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Town of Drayton Valley
- 2 -

Detailed Design

- Attend design review meetings.
- Detailed Design Drawings
- Detailed Design Cost Estimate
- Draft Contract Documentation for review
- Tender

Construction Administration (2019 & 2020)

- Field Inspection
- General Engineering
- Contract Administration
- As-Built Drawings

Figure 1 shows the streets within the project understanding.

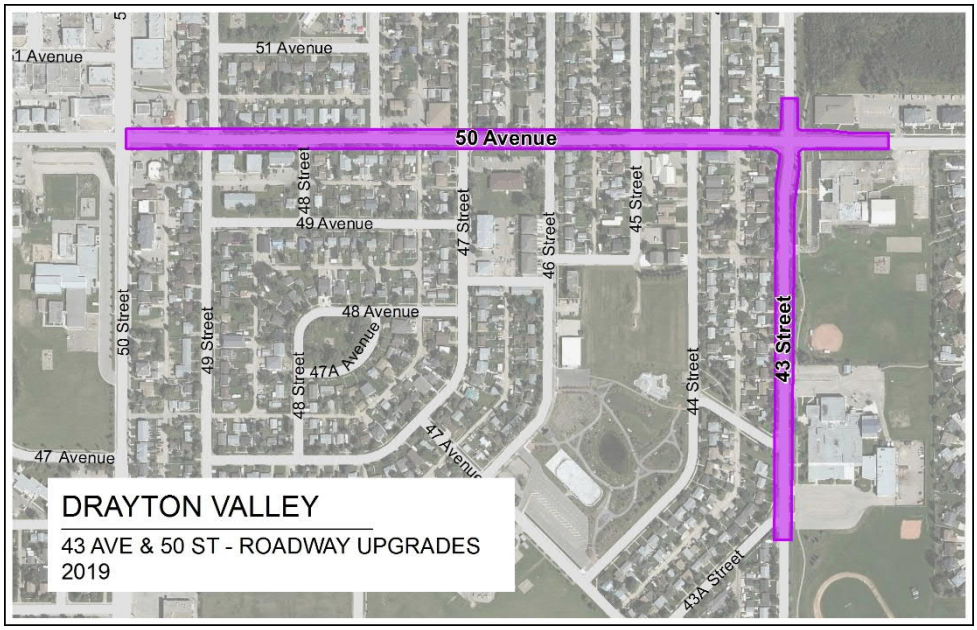

Figure 1

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Town of Drayton Valley
- 3 -

1.2 METHODOLOGY

1.2.1 Project Management

The project manager will be the client contact in the delivery of AE's scope of work. The project manager will be ultimately responsible for budget management, scheduling, oversee the AE project team coordination, quality management and cost control.

Project Management activities:

- Prepare Project Management and Quality Management Plans
- Budget, schedule and resource control. Earned value reviews conducted monthly.
- Team meetings, during the detailed design phase to ensure affective coordination of the project direction.
- Quality management and coordination of quality assurance reviews.
- Ensure codes and standards reviews are conducted.
- Project milestone, client review meetings/distribution of meeting minutes. We have assumed 5 meetings for this project.

1.2.2 Preliminary Design

Preliminary design services will move the design forward to allow completion of detailed drawings, specifications and tender package. The preliminary design will include the following:

Geotechnical Investigation

We have contacted Solid Earth Geotechnical Inc. for a detailed workplan and proposal outlining their scope of work and fee estimate. The following is a summary of their scope of work.

- Drilling of approximately 7 boreholes along the project alignment.
- Boreholes will be located in the roadway and in proposed bio-swale locations.
- Geotechnical Investigation Report.
- Traffic Management is not included in the proposal.

Topographic Survey:

- GPS Survey of 50 Ave and 43 St including road, curb and gutter, ditches, storm water inverts and topographic features.
- Survey base drawing.

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Preliminary Engineering:

- Review of existing road, curb and gutter, ditch grades, review of existing underground storm infrastructure and recommended design upgrades.
- Refinement of concept design bio-swale drainage solution.
- Confirm design criteria and level of service requirements.
- 30% design plan / profile drawings showing the area of work and extent of proposed underground and surface upgrades.
- Preliminary cost estimate.

Deliverables

- Preliminary Design Drawings.
- Summary Report

1.2.3 Detailed Design & Tender Services

This component of our engineering services involves the preparation of the detailed design drawings and specifications for purposes of tendering the project. Tasks to be performed are as follows:

Detailed Design

- Civil design of the storm water drainage upgrades, roadway and any sidewalk upgrades as required. Design of connections to existing drainage infrastructure and existing roads, sidewalks, driveways, pathways and landscaping. We have assumed a total of approximately 13 drawings for the detailed design package.
- 50% design submission drawings showing the principle components of the proposed works, site plans showing the existing and proposed services. Cost estimate to within +- 15%
- Attend a design review meeting with the Client to discuss the design and document all recommendations and outcomes from the meeting. This is an important step to help ensure that scope and design issues are resolved and agreed to at an early stage.
- Design and tender documents (drawings and specifications) will be prepared and reviewed at the 90% completion stage. Cost estimate to +-5%.
- Prepare a proposed construction schedule.
- Meet with the client to obtain final approval for the preparation of final tender drawings and specifications.

Deliverables

- Detailed Design Drawings
- Detailed Design Cost Estimate
- Draft Contract Documentation for review

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Rick Wheatley
Town of Drayton Valley
- 5 -

Tender Services

- Administration of the tender process and the issuance of addenda during the tender.
- Pre-tender site meeting, if required.
- Bids will be received by Associated Engineering
- Bid evaluation of received bids and recommendation of award to the Committee.

Deliverables

- Stamped Construction Drawings and Tender Documents
- Pre-Tender Meeting
- Bid review and Award Recommendation

Following issuance of a contract award by the Committee, contract documents will be prepared and distributed to the Contractor and Committee for execution.

1.2.4 Construction Administration

General Engineering

This component of our services involves the project engineering services during construction. Tasks to be performed under this scope of services are as follows:

- Attend and Chair pre-construction meeting.
- Conduct bi-weekly site meetings c/w site visits,
- Prepare records of meetings,
- Contract administration including:
  - Design clarifications and adjustments,
  - Interpreting the contract documents,
  - Coordinate quality assurance inspections,
  - Review and certify monthly progress payment certificates,
  - RFI responses.
  - Shop drawing reviews,
  - Process contract change requests and change orders.

Deliverables

- Shop Drawing Reviews
- Payment Certificates
- Meeting Minutes

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Town of Drayton Valley
- 6 -

Construction Inspection Services

Underground

- 3 weeks duration start to finish based on an experienced contractor completing the work.
- Steady inspection presence onsite when completing underground so we effectively priced 3 weeks full time equivalent (40hrs/week). This can be assessed during the construction stage however it is critical to ensure we have presence onsite to ensure the underground is being installed in accordance with the construction specifications.

Surface Works

- Estimation of 6-8 weeks to complete the surface works
- Allowance for 80 hrs inspection which is around 20 visits (4hrs per visit c/w inspection reporting)
- Inspection will be milestone based as previously outlined. Periodic (part-time) inspections for
- surface works at the following key milestones:
    - Subgrade Preparation;
    - Granular Base Course;
      Concrete Formwork;
    - Concrete Works; and
    - Asphalt Paving.

The following is a summary of the activities and reporting included in our site inspection services:

- Attend pre-construction site meeting.
- Field inspection during construction to confirm construction is completed in general conformance with the drawings and specifications; fulltime inspection during underground installations and milestone inspections during surface works. Complete field measurements for support in recommending payment for monthly progress claims submitted by the contractor.
- Support communication with various project stakeholders as required.
- Document progress and finished product using reports, photos, survey, and measurements as required.
- Pre/post construction site photographs.
- Sampling and quality control testing by testing agencies will be arranged, as required in the Contract, by the Contractor.
- All test results will be submitted as soon as they are received. If there are any failed results, a report will be written indicating the implications of the failure and recommendations on remedial measures. Sampling and quality control testing by testing agencies will be arranged as necessary by the Contractor.
- Quality Assurance and Quality Control monitoring and enforcement

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Deliverables

- Weekly Construction Reports
- Photographic records
- Quality Testing Records

Post Construction

Services provided during this phase of the project are as follows:

- Witnessing the hydrostatic testing, flushing and CCTV inspection of the storm sewer system.
- Arrange for inspections of the completed works and establish milestones for Substantial Completion & Total Performance of the completed project
- Document and map deficiencies during final inspection
- Complete all Substantial Performance documents in accordance with the Alberta Builders Lien Act
- Arrange with the Town an inspection of the completed Works for Final Acceptance, and submit appropriate documentation.
- Assemble record drawings for the project using red-line field markups, documentation from the contractor, and post construction survey and submit to the Project Management Team.
- As-built package will include final contract document package, record drawings in AutoCAD and PDF, construction photos, test reports, inspection reports, and other pertinent project records.

Deliverables

- Testing Documentation
- Completion Certificates
- As-Built Package

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Town of Drayton Valley
- 8 -

1.3 SCHEDULE

Based on our understanding of the scope of work, Associated Engineering proposes the schedule as shown in Table 1.

Table 1: Project Schedule

Phase	Milestone Dates
Prelim Design	April 2019
Detailed Design	May 2019
Tender Services	May/June 2019
Construction Administration 2019	July – September 2019
Construction Administration 2020	June – August 2020

2 FEE PROPOSALS

The engineering service fees have been detailed in the attached rate schedules. Table 2.1 summarizes the fees for each component of the project as described in Section 1. Table 2.2 provides a detailed breakdown of our fee estimate and is attached

Table 2.1: Fees Per Section 1 Components

Phase	Fee [1]
Prelim Design	$49,305
Detailed Design	$60,333
Tender Services	$10,158
Construction Administration 2018	$83,194
Construction Administration 2019	$83,194
Project Management	$10,109
Total	**$296,293**

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Rick Wheatley
Town of Drayton Valley
- 9 -

Notes:

1. All fees above are shown based on prevailing client preferred rates. Our proposed fee includes disbursements (8%) but excludes GST.
2. Tender service fees assume 1 tender period including 2 separate contract tenders. 1 pre-tender meeting can be held for both contracts
3. Field Inspection time is based on 2 separate construction seasons; 2019 and 2020. We propose 3 weeks of full time construction supervision (15 days at 8 hours per day) and part time construction supervision, 2 days per week, for 8 weeks.
4. Field inspection expenses include for transportation, meals and an allowance for overnight hotel stays when required.
5. We have assumed 7 bi-weekly construction progress meetings in each construction season which will be attended by the project coordinator and the PM or Engineer. We have allowed for 6 hours per meeting for the project manager to attend and an additional 3 meetings to be attended by the project engineer.
6. General engineering time is estimated at 16 hours per week and split between the project manager and project engineers.
7. Construction layout will be completed by the contractor.
8. We have assumed 2 design progress meetings for this project.

We appreciate the opportunity to submit this proposal, and we look forward to working with the Town further on this project.

Should you have any questions, or wish to discuss this proposal further, please contact the undersigned at your convenience.

Yours truly,

Grant Hall, P.Eng.
Project Manager, Site Development Group
(587)-786-3112

Helder Afonso, P.Eng.
General Manager & Vice President, Alberta North
(780)-969-6355

Project Fee Estimate

Proposal Number: 2018-3312

Project Name: Drayton Valley Street Improvement

			Associated Engineering																
Task	**Task Description**		Stefan Johansson Client Sponsor	Graham Sterparn Quality Assurance	Grant Hall Lead Engineer/PM	Design Engineer	Laurel Richards Hydraulic Engineer	Tyson Buckley Landscaping	Technologist Field Inspection	Technologist Design / Drafting	Administration Assistant	**Total Hours**	**Total Fees**	**Disbursements 8%**	**Expense**	**TOTAL AE FEES**		**TOTAL SUBCONSULTANT FEES**	**TOTAL FEES**
	Classification		**Z5**	**E5**	**E4**	**E3**	**E2**	**T4**	**T3**	**T3**	**A1**								
	Chargeout Rates		$227	$252	$212	$177	$142	$152	$132	$132	**110**								
	Detailed Design																		
	Permits and Agreements				2	4						**6**	**$ 1,132.00**	$ 90.56		**$ 1,222.56**		**$ -**	**$ 1,222.56**
	50% Design Submission		2		16	24	4	16		80		**142**	**$ 21,654.00**	$ 1,732.32		**$ 23,386.32**		**$ -**	**$ 23,386.32**
	50% Design Review			4	8			2		8		**22**	**$ 4,064.00**	$ 325.12		**$ 4,389.12**		**$ -**	**$ 4,389.12**
	90% Design Submission		2		16	24	4	16		80		**142**	**$ 21,654.00**	$ 1,732.32		**$ 23,386.32**		**$ -**	**$ 23,386.32**
	90% Design Review			4	8			2		8		**22**	**$ 4,064.00**	$ 325.12		**$ 4,389.12**		**$ -**	**$ 4,389.12**
	Final Design Package		2	2	2	4		2		6	1	**19**	**$ 3,296.00**	$ 263.68		**$ 3,559.68**		**$ -**	**$ 3,559.68**
	Sub Total Hours		**6**	**10**	**52**	**56**	**8**	**38**	**0**	**182**	**1**								
	Sub Total Fees		$ 1,362	$2,520	$11,024	$ 9,912	$ 1,136	$ 5,776	$ -	$24,024	$ 110		**$ 55,864.00**	$ 4,469.12	$ -	**$ 60,333.12**	**$ -**	**$ -**	**$ 60,333.12**
	Tender Services																		
	Prepare Tender Documents		2		4	8		4		8	2	**28**	**$ 4,602.00**	$ 368.16		**$ 4,970.16**		**$ -**	**$ 4,970.16**
	Pre-Tender Meeting				8						2	**10**	**$ 1,916.00**	$ 153.28		**$ 2,069.28**		**$ -**	**$ 2,069.28**
	Tender Admin. & Award Recommendation		2		4	6		2			2	**16**	**$ 2,888.00**	$ 231.04		**$ 3,119.04**		**$ -**	**$ 3,119.04**
	Sub Total Hours		4	0	16	14	0	6	0	8	6								
	Sub Total Fees		$908	$0	$3,392	$2,478	$0	$912	$0	$1,056	$660		**$ 9,406.00**	$ 752.48	$ -	**$ 10,158.48**	**$ -**	**$ -**	**$ 10,158.48**
	Construction Administration 2019																		
	Field Inspection								128			**128**	**$ 16,896.00**	**$ 1,351.68**	$ 9,560.00	**$ 27,807.68**		**$ -**	**$ 27,807.68**
	Pre-Construction and Progress Meetings				42	12		8			8	**70**	**$ 13,124.00**	$ 1,049.92		**$ 14,173.92**		**$ -**	**$ 14,173.92**
	General Engineering		4		60	100						**164**	**$ 31,328.00**	$ 2,506.24		**$ 33,834.24**		**$ -**	**$ 33,834.24**
	Completion Inspections				16						2	**18**	**$ 3,612.00**	$ 288.96		**$ 3,900.96**		**$ -**	**$ 3,900.96**
	As- Built Package			2	2	4				12		**20**	**$ 3,220.00**	$ 257.60		**$ 3,477.60**		**$ -**	**$ 3,477.60**
	Sub Total Hours		4	2	120	116	0	8	128	12	10								
	Sub Total Fees		$908	$504	$25,440	$20,532	$0	$1,216	$16,896	$1,584	$1,100		**$ 68,180.00**	$ 5,454.40	$ 9,560.00	**$ 83,194.40**	**$ -**	**$ -**	**$ 83,194.40**
	Construction Administration 2020																		
	Field Inspection								128			**128**	**$ 16,896.00**	$ 1,351.68	$ 9,560.00	**$ 27,807.68**		**$ -**	**$ 27,807.68**
	Pre-Construction and Progress Meetings				42	12		8			8	**70**	**$ 13,124.00**	$ 1,049.92		**$ 14,173.92**		**$ -**	**$ 14,173.92**
	General Engineering		4		60	100						**164**	**$ 31,328.00**	$ 2,506.24		**$ 33,834.24**		**$ -**	**$ 33,834.24**
	Completion Inspections				16						2	**18**	**$ 3,612.00**	$ 288.96		**$ 3,900.96**		**$ -**	**$ 3,900.96**
	As- Built Package			2	2	4				12		**20**	**$ 3,220.00**	$ 257.60		**$ 3,477.60**		**$ -**	**$ 3,477.60**
	Sub Total Hours		4	2	120	116	0	8	128	12	10								
	Sub Total Fees		$908	$504	$25,440	$20,532	$0	$1,216	$16,896	$1,584	$1,100		**$ 68,180.00**	$ 5,454.40	$ 9,560.00	**$ 83,194.40**	**$ -**	**$ -**	**$ 83,194.40**
	Project Management																		
	PM Tasks				40						8	**748.8**	**$ 9,360.00**	$ 748.80		**$ 10,108.80**		**$ -**	**$ 10,108.80**
	Sub Total Hours		0	0	40	0	0	0	0	0	8								
	Sub Total Fees		$0	$0	$8,480	$0	$0	$0	$0	$0	$880		**$ 9,360.00**	$ 748.80	$ -	**$ 10,108.80**	**$ -**	**$ -**	**$ 10,108.80**
	Project Total Hours		18	14	348	302	8	60	256	214	35								
	Project Total Fees		$ 4,086	$3,528	$73,776	$53,454	$ 1,136	$ 9,120	$33,792	$28,248	$ 3,850	$ -	$210,990.00	$16,879.20	$19,120.00	$246,989.20	$ -	$ -	$246,989.20

Project Fee Estimate

Proposal Number: 2018-3312

Project Name: Drayton Valley Street Improvement - Prelim Design

			Associated Engineering															
Task	**Task Description**		Stefan Johansson Project Manager	Graham Sterparn Quality Assurance	Grant Hall Engineer	Akinbola George Hydraulics	Laurel Richards Hydraulic Engineer	Technologist Survey	Technologist Survey	Technologist	Technologist Design / Drafting	**Total Hours**	**Total Fees**	**Disbursements**	**Expense**	**TOTAL AE FEES**	**Geotechnical SolidEarth**	**TOTAL SUBCONSULTANT FEES**	**TOTAL FEES**
	Classification		**Z5**	**E5**	**E4**	**E5**	**E2**	**T3**	**T1**	**T6**	**T3**								
	Chargeout Rates		**185**	**$ 235**	**$ 210**	**$ 235**	**130**	**120**	**90**	**185**	**120**								
	Preliminary Design Investigation																		
	Geotechnical Investigation				2							**2**	**$ 420.00**	$ 33.60		**$ 453.60**	**$ 11,000.00**	**$ 11,000.00**	**$ 11,453.60**
	Topographic Survey				2			46.5	43.5			**92**	**$ 9,915.00**	$ 793.20	**$ 4,549.50**	**$ 15,257.70**		**$ -**	**$ 15,257.70**
	Survey Drawings				2						8	**10**	**$ 1,380.00**	$ 110.40		**$ 1,490.40**		**$ -**	**$ 1,490.40**
	Sub Total Hours		**0**	**0**	**6**	**0**	**0**	**46.5**	**43.5**	**0**	**8**	**104**							
	Sub Total Fees		$ -	$ -	$ 1,260	$ -	$ -	$ 5,580	$ 3,915	$ -	$ 960		**$ 11,715.00**	$ 937.20	$ 4,549.50	**$ 17,201.70**	**$ 11,000.00**	**$ 11,000.00**	**$ 28,201.70**
	Project Coordination																		
	Project Management		8									**8**	**$ 1,480.00**	$ 118.40		**$ 1,598.40**		**$ -**	**$ 1,598.40**
	Quality Management			4								**4**	**$ 940.00**	$ 75.20		**$ 1,015.20**		**$ -**	**$ 1,015.20**
	Sub Total Hours		8	4	0	0	0	0	0	0	0	**12**							
	Sub Total Fees		$1,480	$940	$0	$0	$0	$0	$0	$0	$0		**$ 2,420.00**	$ 193.60	$ -	**$ 2,613.60**	**$ -**	**$ -**	**$ 2,613.60**
	Preliminary Report																		
	Site Visit						8					**8**	**$ 1,040.00**	$ 83.20		**$ 1,123.20**		**$ -**	**$ 1,123.20**
	Design Review				2		2					**4**	**$ 680.00**	$ 54.40		**$ 734.40**		**$ -**	**$ 734.40**
	Proposed Upgrades		2		2	8	24				64	**100**	**$ 13,470.00**	$ 1,077.60		**$ 14,547.60**		**$ -**	**$ 14,547.60**
	Preliminary Design Reporting				2	2	8					**12**	**$ 1,930.00**	$ 154.40		**$ 2,084.40**		**$ -**	**$ 2,084.40**
	Sub Total Hours		2	0	6	10	42	0	0	0	64	**124**							
	Sub Total Fees		$370	$0	$1,260	$2,350	$5,460	$0	$0	$0	$7,680		**$ 17,120.00**	$ 1,369.60	$ -	**$ 18,489.60**	**$ -**	**$ -**	**$ 18,489.60**
	Project Total Hours		10	4	12	10	42	46.5	43.5	0	72	240							
	Project Total Fees		$ 1,850	$ 940	$ 2,520	$ 2,350	$ 5,460	$ 5,580	$ 3,915	$ -	$ 8,640	$ -	$ 31,255.00	$ 2,500.40	$ 4,549.50	$ 38,304.90	$ 11,000.00	$ 11,000.00	$ 49,304.90

TOWN OF DRAYTON VALLEY
REQUEST FOR DECISION

SUBJECT:	Town of Drayton Valley Recreation Fee Assistance Program
MEETING:	April 10, 2019 Regular Meeting of Council
PRESENTED BY:	Annette Driessen Director of Community Services

1. PROPOSAL AND BACKGROUND:

Following direction provided by Town Council during the November 2018 budget discussions, Administration has prepared the draft operational parameters for a Recreation Fee Assistance Program. The Recreation Fee Assistance Program is to assist low-income Drayton Valley residents with the opportunity to get involved in the Town's recreation programs and services.

The Program proposal is similar to other municipalities across the Province, adding consistency to the eligibility guidelines for individuals applying for support. Administration has prepared the draft Program guidelines and the application form, which are attached for Council's consideration.

The Recreation Fee Assistance Program will address a need that has been identified for several years. The goals of the Program focus on keeping our residents actively engaged in the recreation community and to maintain access to recreation by Town residents with low-income.

Proposed funding for the program is $10,000 for the 2019 year. These funds can be sourced through Operating Account 1-2-770-69-20 "Grants to Individuals and Organizations."

The Recreation Fee Assistance Program and its proposed funding is presented to Council for review and consideration.

2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

Town Council has approved the 2019 Operating Budget with an amount of $45,000 in 1-2-770-69-20. Included in this account are the Town's existing Community Events Grant, Youth Arts, Heritage and Culture Grant, Roger Coles Memorial Youth Sport Grant, and funds for the Physician Recruitment initiative. Funds from this account were identified during the budget discussion in November 2018 as potential funds for this Program.

3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	N/A	
Municipal Development Plan	N/A	
Sustainability Vision 2019-2021	N/A	
Town of Drayton Valley Strategic Plan 2019-2021	Yes	The Town of Drayton Valley Strategic Plan sets out to achieve the following goals: • Respond to the changing requirements of Drayton Valley by adapting services and programs; and • Identify priorities, whether

		service is acceptable, or change is needed, clarify where resources/effort should be directed.
Other Plans or Policies	Yes	The Community Sustainability Plan and the Social Development Plan through their objectives set out to achieve the following goals: • Citizens have access to programs that provide support to overcome barriers, increase employment, reduce poverty, and create opportunities to participate in the community; • Drayton Valley is a vibrant and healthy community for all ages; and • Recreational facilities and programs are available and accessible for all.

4. POTENTIAL MOTIONS:

A. That Council approve the Town of Drayton Valley Recreation Fee Assistance Program guidelines, application form and funding as presented.

B. That Council approve the Town of Drayton Valley Recreation Fee Assistance Program guidelines, application form and funding with the following amendments: _____.

C. That Council decline the Town of Drayton Valley Recreation Fee Assistance Program guidelines, applications form and funding as presented.

5. RECOMMENDATION

That Council approve the Town of Drayton Valley Recreation Fee Assistance Program guidelines, application form and funding as presented.

6. ATTACHMENTS:

1. DRAFT Recreation Fee Assistance Program Guidelines
2. DRAFT Recreation Fee Assistance Program Application Form

REPORT PREPARED BY:	Cora Appleby	REVIEWED BY:	
APPROVED BY:			

RECREATION FEE ASSISTANCE PROGRAM

GUIDELINES

DRAYTON VALLEY

The Town of Drayton Valley Recreation Fee Assistance Program is administered by the Community Services Department. It is to provide Drayton Valley residents with the opportunity to participate in the Town's recreation programs and activities at a subsidized cost. Confidentiality will be maintained.

To qualify for this program you must:

1. Have proof of being a Drayton Valley resident (utility bill or government issued mail showing name and address)

2. Have proof of qualifying income status:
   - AISH recipients, or
   - Provincial Income Support program recipient, or
   - Refugee Status, or
   - Current EI recipient, or
   - Show gross household income that is below Statistics Canada's Low Income Cut-off (LICO). (See Chart) (For example, if one spouse or equivalent is on EI but the other spouse or equivalent's income is higher than the LICO, OR if the EI and the other's income combined is higher than the LICO, the household does not qualify for subsidy).

If you are not a recipient of any of these programs or benefits, you may still qualify. Please complete a Recreation Fee Assistance Program Application. Forms are available at the following locations:

Town of Drayton Valley Civic Centre
5120-52 Street, Drayton Valley, AB
Phone: 780.514.2200

Omniplex and Total Works Health and Fitness Centre
5737-45 Avenue, Drayton Valley, AB
Phone: 780.514.2234

Park Valley Pool
5030-48 Street, Drayton Valley, AB
Phone: 780.514.2225

Funding is available to a maximum of $200 for each eligible person per calendar year, while funds are available.

Activities that qualify must:
- Be a Town of Drayton Valley program or activity
- Be a minimum of 4 days/classes in length, be a camp, or be a membership.

DRAFT

This program cannot be used for reimbursable fees (eg. fundraising or uniform expenses), travel to out of town competition, or programs of three days or less.

Please be prepared to bring your most recent Canada Revenue Agency Notice of Assessment, proof of identification, and your current contact information. You may be required to set up an appointment depending on staff availability.

Other Community Recreation Subsidy Options:

1. Kids Sport (5-18years of age)
   http://www.kidsportcanada.ca/alberta/apply-for-assistance/

2. Canadian Tire Jumpstart (4-18 years of age)
   https://jumpstart.canadiantire.ca/content/microsites/jumpstart/en/apply.html

Low Income Cut-Offs (LICO)

Number of people in family	Gross Income
1 person	24,949
2 persons	31,061
3 persons	38,185
4 persons	46,362
5 persons	52,583
6 persons	59,304
7 persons	66,027

Definition of family: Up to two adults and his/her/their dependent children/youth living in the same residence.

For applications that have been approved, the Town of Drayton Valley will forward the approved funding support directly to the provider of the recreation program or activity. The funding will not be provided directly to the applicant.

The personal information collected during the application process for the Recreation Fee Assistance Program is collected under the authority of Section 33 of the Freedom of Information and Protection Privacy Act, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780)514-2200.

All completed applications are to be in a sealed envelope and dropped off at the Town of Drayton Valley Office, located at 5120-52nd Street:

Attention: Director of Community Services
or
Mailed To:
Attention: Director of Community Services
Box 6837, Drayton Valley, AB T7A 1A1
or
Emailed to: community@draytonvalley.ca

RECREATION FEE ASSISTANCE PROGRAM

APPLICATION FORM

DRAYTON VALLEY

Date: _____

PERSONAL INFORMATION - *Primary Applicant*
(Please Print)

Name ***(first)*** _____ ***(last)*** _____

Address _____

City _____ **Postal Code** _____

Phone ***(home)*** _____ ***(work/cell)*** _____

Email _____

VERIFICATON OF QUALIFICATIONS

A. I am a resident of Drayton Valley and have proof:

- ☐ Government Issued Letter or Notice
- ☐ Current bill from a utility provider showing legal land description
  (eg. home phone, gas, cable, water, energy provider)

B. I have provided proof of qualifications: ***(applicants must show one of the following to be eligible)***

- ☐ I am on AISH - please provide a current Medical Service Card
- ☐ I am on Income Support - please provide Direct Deposit Statement
- ☐ I am a Refugee - please provide copies of Refugee Protection Claimant document
- ☐ I am currently on EI - please provide Direct Deposit Statement
- ☐ I have a recent pay stub or Tax Notice of Assessment showing income below the Low Income Cut Offs

The Town of Drayton Valley reserves the right to refuse access to these funds to anyone who provides false information. In the event that any false information is discovered after an application has been approved will result in no further applications being accepted.
Please list yourself *(primary applicant)* and any others who will be part of this application:

DRAFT

NAME	BIRTHDATE *(dd/mm/yy)*	PROGRAM/SERVICE REQUESTED	RELATIONSHIP TO PRIMARY APPLICANT

You may qualify through your current Canada Revenue Agency "Notice of Assessment".

ADULT NAME	RECORD AMOUNT FROM LINE 236 OF NOTICE OF ASSESSMENT
	TOTAL:

Number of people in the household dependent on the income: _____

How did you hear about the RPC Fee Assistance Program?

☐ Internet ☐ Brochure ☐ Facility Staff ☐ Used the program before ☐ Word of Mouth

☐ Referral Agency: _____

☐ Other: _____

DRAFT

I hereby certify that the information in this application is true, correct and complete in every respect. I have fully disclosed my family's income from all sources. Further, I agree to inform the Community Services Department of changes in the information given. I understand that failure to do so could result in loss of this and future subsidy. I understand that this application is valid for the current year and future subsidy requests will require a re-application. The Town of Drayton Valley may verify any information on this application.

Date: _____

Name *(print)* _____ Signature: _____

The personal information collected during the application process for the Recreation Fee Assistance Program is collected under the authority of Section 33 of the Freedom of Information and Protection Privacy Act, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780)514-2200.

All completed applications are to be in a sealed envelope and dropped off at the Town of Drayton Valley Office, located at 5120-52nd Street:

Attention: Director of Community Services
or
Mailed To:
Attention: Director of Community Services
Box 6837, Drayton Valley, AB T7A 1A1
or
Emailed to: community@draytonvalley.ca

For Office Use Only:

☐ Not Approved ☐ Approved ☐ Notice of Assessment copied and sent to Treasury

Date: _____

Staff Name *(print)* _____ Signature: _____

TOWN OF DRAYTON VALLEY
REQUEST FOR DECISION

SUBJECT:	Drayton Valley and District Historical Society Funding Request
MEETING:	April 10, 2019 Regular Meeting of Council
PRESENTED BY:	Annette Driessen Director of Community Services

1. PROPOSAL AND BACKGROUND:

The Town of Drayton Valley and Brazeau County received the attached letter from the Drayton Valley and District Historical Society, requesting financial assistance to cover the full cost of restoration work completed on the old Anglican Church located at the Museum Site.

As the management group for the museum, the Historical Society has a mandate to collect, restore, and preserve historical artifacts and buildings from Drayton Valley and the surrounding area. The Historical Society identified two years ago that four of its heritage buildings, including the Anglican Church, required restoration work to maintain their integrity and remain open for the enjoyment of visitors.

Initiated in December, 2018, the Anglican Church restoration work involved unexpected and unforeseen circumstances. The scope of the work was beyond that initially anticipated, resulting in a capital cost of $45,579.58, approximately $20,000 more than budgeted.

Following the submission of a request to both Councils to equally share in the extra cost, Administration from both municipalities met with the Historical Society to review the project and sources of funding. The Historical Society utilized two grant programs for this project. The Historical Society has followed up with the Community Facility Enhancement Program Small Streams grant program, but was informed that it is ineligible for additional funding.

The Historical Society is not capable of covering the full amount of the extra $20,000 cost without impacting its summer program operating budget. The Historical Society expressed its willingness to adjust its operations to cover half of this additional cost, although the summer program would experience some impact. The Historical Society is still exploring other funding options but, given the summer hiring deadlines, needs to finalize its summer program budget.

Administration is therefore presenting the request from the Historical Society for the revised amount of $5,000 from the Town of Drayton Valley. A similar request has been submitted to Brazeau County.

2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

The Town of Drayton Valley and Brazeau County each provide the Historical Society an annual operating grant of $25,000. These funds are to be used to help cover the costs of staffing the museum and historical site, general maintenance of the grounds, and summer programming. Capital projects are covered through alternate funds and grants. Should additional funding support not be sourced, the Historical Society may need to use some of the operating grant to cover the capital cost.

Town Administration has identified that the Town's Capital Project No. 371 has an allowance allocation of $50,000 for 2019.

3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	N/A	
Municipal Development Plan	N/A	
Sustainability Vision 2019-2021	Yes	The Drayton Valley Museum was identified under the Education & Volunteerism pillar of the Sustainability Vision 2019-2021.
Town of Drayton Valley Strategic Plan 2019-2021	Yes	Building Municipal Economic Resilience: Dedicate resources to infrastructure as an investment, not an afterthought.
Other Plans or Policies	Yes	The Community Sustainability Plan, through its objectives, sets out to achieve the following goals: • Celebrate the spirit of our heritage; • Expand the museum and historical village; and • is home to a variety of historical buildings and programs that are available and accessible to all. The Social Development Plan, through its objectives, sets out to: • work with the Historical Society to identify buildings with historical significance and find ways to preserve them, either on-site or on a relocation site.

4. POTENTIAL MOTIONS:

A. That Council approve an allocation of $5,000 from the 2019 Capital Project No. 371 to the Drayton Valley and District Historical Society.

B. That Council approve an allocation of $ from the 2019 Capital Project No. 371 to the Drayton Valley and District Historical Society.

C. That Council not approve an allocation of funds from the 2019 Capital Project No. 371 to the Drayton Valley and District Historical Society.

D. That Council direct Administration to address the following prior to consideration by Town Council.

5. RECOMMENDATION

That Council approve an allocation of $5,000 from the 2019 Capital Project No. 371 to the Drayton Valley and District Historical Society.

6. ATTACHMENTS:

1. Letter from Drayton Valley and District Historical Society.

REPORT PREPARED BY:		REVIEWED BY:	]
APPROVED BY:			

DRAYTON VALLEY & DISTRICT HISTORICAL SOCIETY
P. O. Box 5099, Drayton Valley, AB T7A 1R3

February 15th., 2019

Mayor and Council -- Town of Drayton Valley
Reeve and Council -- Brazeau County

Re: Anglican Church Restoration Project

We had planned for and managed funding for this project during 2017 and 2018 The work on the project was performed during December 2018 and January 2019 Unfortunately the total cost of the project ended up considerably higher than we imagined. To explain this type of happening, I need to provide some background information.

Our mandate as a museum is to collect, restore as necessary, and preserve historical artifacts and buildings from Drayton Valley and the surrounding area. Within this mandate, every Museum/Historical Society views old buildings with the need to restore and maintain them in as near their original appearance and condition as possible. We determined two years ago that all four of our heritage buildings must have some restoration work done to maintain their integrity and keep them open for the enjoyment of visitors.

Work on heritage buildings is a more complex situation, due to old style construction methods and materials, than work on modern buildings. Once work begins many unexpected and unforeseen difficulties can be encountered, all of which contribute to the cost of the project. Alberta Historical Resources has a list of contractors that they consider experienced in this work and acceptable to them. We obtained this listing and I contacted four of them, three in the Edmonton area and one from Calgary. The one from Calgary was not interested in work this far from Calgary, one in the Edmonton Area essentially does only windows, the other two were willing to come to Drayton Valley and do a visual inspection review of the buildings providing us with a report detailing their findings. Only one had a reasonable price tag for this inspection review, RBKS Construction. One of the owners, Ryan Barlow, conducted the inspection. His report provided an estimated possible price range for the work he felt would need to be done on each building.

As the Secretary/Treasurer of DV&DHS, I prepare most of the grant funding applications for the Museum. Using the RBKS report as a guide, I felt we could do this project for about $ 26,400.00 and we assembled that amount of funding. These funds consisted of $ 13,200.00 from CFEP Small Streams grant, DV&DHS funds of $ 7,500.00 and a donation of $ 5,700.00 from the Turner Foundation. A few days after work commenced, two unexpected circumstances came to light. Damaged ceiling panels had been removed and this provided access to the attic area of the church. Entry into the attic revealed numerous areas on the north slope of the church roof where daylight could be seen and also revealed problems around the base of the bell tower. This was the first circumstance and it was apparent that repair costs would be considerably more than expected. The second circumstance was that removal of the panels revealed a solid wooden ceiling which, we are convinced, dates back to the original construction of the church. In the interests of attaining originality of appearance, we made the decision to have all the ceiling panels removed, insulation blown into the attic area and the wooden ceiling area preserved. This turned out to have a greater cost factor than anticipated.

The end result of these two circumstances is that the expected project cost of $ 26,400.00 ended up totaling $ 45,579.58 nearly $ 20,000.00 more than anticipated.

To cover this additional cost from our 2019 Operational Funds will impose a severe financial burden on our Society and greatly curtail our 2019 summer operations. We are requesting additional funding from the Town and County in the amount of $ 10,000.00 each for this project. Your consideration of this request will be very much appreciated.

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

Charlie Miner, Secretary/Treasurer

TOWN OF DRAYTON VALLEY
REQUEST FOR DECISION

SUBJECT:	Community Grants, Second Quarter Allocation
MEETING:	April 10, 2019 Regular Meeting of Council
PRESENTED BY:	Annette Driessen Director of Community Services

1. PROPOSAL AND BACKGROUND:

Community Events Grant

The Town of Drayton Valley recognizes there are non-profit organizations that host community events to raise funds or require donations for worthwhile projects, programs, or services. In an effort to support these organizations, the Town may provide grants to assist with the hosting of community events and initiatives. Funding applications are to be reviewed on a quarterly basis. The second quarter deadline was April 1, 2019.

A total of eleven (11) eligible applications under Council's purview were received for the Community Events Grant first quarter.

Organization	Event	Date(s)	Request
Anytime Fitness	Color Your Community 5K	Jun. 8, 2019	$5,000
Brighter Futures and Metis Local No. 888	Aboriginal Days	Jun. 21, 2019	$1,315
Cause for Critters	Raise the Woof Comedy Night	Apr. 6, 2019	$3,200
Drayton Valley & District Chamber of Commerce	Annual General Meeting, Conference and Tradeshow	Jun. 20, 2019	$2,000
Drayton Valley Community Foundation	DV 100	Sept. 7, 2019	$10,000
Drayton Valley Health Services Foundation	Medieval Feast and Tournament	May 11, 2019	$1,500
Drayton Valley Horse Club (1991)	Trail Ride Against Cancer	May 25, 2019	$1,000
Drayton Valley Lamplighters Event Group	Drayton Valley Lamplighters Hockey Tournament	Apr. 5 - 7, 2019	$29,000
Drayton Valley Pro Rodeo Society	Drayton Valley Pro Rodeo	May 2 - 5, 2019	$6,600
Elks 2019 Provincial Conference	Elks 2019 Provincial Conference	Jun. 6 - 8, 2019	Funding
Rotary Club of Drayton Valley	Annual Black & White Ladies Diamond Gala	Mar. 2, 2019	$1,500

One (1) eligible application under the purview of Town Administration was also received for this quarter. Town Administration awarded one (1) grant.

Organization	Event	Date(s)	Awarded
Drayton Valley & District Historical Society	Speakers Series	2019	$300

Following the awarding of one (1) grant for the applications under the purview of Town Administration, there is a total of $5,400 remaining in the second quarter allocation of the Community Events Grant for the eleven (11) applications under Council's purview.

The eleven (11) eligible applications are being submitted for Council consideration.

2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

The Town identifies in its yearly administration budget a set amount of funding available for grants. The Community Events Grant was allocated $20,000 for the 2019 Final Budget, which is $5,000 per quarter. Council awarded $4,300 of the first quarter allocation, therefore the remaining amount of $700 has been added to the second quarter allocation to total $5,700.

3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	N/A	
Municipal Development Plan	N/A	
Sustainability Vision 2019-2021	N/A	
Town of Drayton Valley Strategic Plan 2019-2021	N/A	
Other Plans or Policies	Yes	The Community Sustainability Plan, through its objectives, sets out to achieve the following goals: • diversity is embraced and all residents are welcomed and involved, and participate in community activities; • arts are celebrated and opportunities to get involved are available for all ages; • Drayton Valley is host to a diversity of talent and creativity; and • all levels of public engagement within Drayton Valley are high. The Community Events Grant helps organizations and individuals achieve some of the community goals set out in the Social Development Plan, Community Sustainability Plan, and all applications are reviewed under the guidelines contained within Policy No. A-01-01

		Support Grants for Community Events. The Social Development Plan, through its objectives, sets out to: • support individual abilities by encouraging citizen engagement; • use the power of local organizations, including service clubs and private enterprises; • make the most of non-traditional assets such as parks, green spaces, and community pride; • build resilience in the community; and • improve the community's quality of life.

4. POTENTIAL MOTIONS:

OPTIONS FOR THE APPLICATION FROM ANYTIME FITNESS:

1) That Council award Anytime Fitness $ from the Community Events Grant to help cover costs associated with hosting and promoting the Color Your Community 5K - June 8, 2019.
2) That Council decline the funding request from Anytime Fitness to help cover costs associated with hosting and promoting the Color Your Community 5K - June 8, 2019.

OPTIONS FOR THE APPLICATION FROM BRIGHTER FUTURES FAMILY RESOURCE SOCIETY AND METIS LOCAL NO. 888:

1) That Council award Brighter Futures Family Resource Society and Metis Local No. 888 $ from the Community Events Grant to help cover costs associated with hosting the 2019 Aboriginal Days - June 21, 2019.
2) That Council decline the funding request from Brighter Futures Family Resource Society and Metis Local No. 888 to help cover costs associated with hosting the 2019 Aboriginal Days - June 21, 2019.

OPTIONS FOR THE APPLICATION FROM CAUSE FOR CRITTERS:

1) That Council award Cause for Critters $ from the Community Events Grant to help cover costs associated with hosting the Raise the Woof Comedy Night - April 6, 2019.
2) That Council decline the funding request from Cause for Critters to help cover costs associated with hosting the Raise the Woof Comedy Night - April 6, 2019.

OPTIONS FOR THE APPLICATION FROM THE DRAYTON VALLEY AND DISTRICT CHAMBER OF COMMERCE

1) That Council award the Drayton Valley and District Chamber of Commerce $ from the Community Events Grant to help cover costs associated with hosting the Drayton Valley and District Chamber of Commerce Annual General Meeting, Conference and Tradeshow - June 20, 2019.
2) That Council decline the funding request from the Drayton Valley and District Chamber of Commerce to help cover costs associated with hosting the Drayton Valley and District Chamber of Commerce Annual General Meeting, Conference and Tradeshow - June 20, 2019.

OPTIONS FOR THE APPLICATION FROM THE DRAYTON VALLEY COMMUNITY FOUNDATION

1) That Council award the Drayton Valley Community Foundation $ from the Community Events Grant to help cover costs associated with hosting the DV 100 - September 7, 2019.
2) That Council decline the funding request from the Drayton Valley Community Foundation to help cover costs associated with hosting the DV 100 - September 7, 2019.

OPTIONS FOR THE APPLICATION FROM DRAYTON VALLEY HEALTH SERVICES FOUNDATION:

1) That Council award the Drayton Valley Health Services Foundation $ from the Community Events Grant to help cover costs associated with hosting the event by sponsoring at the Medieval Feast and Tournament.
2) That Council decline the funding request from the Drayton Valley Health Services Foundation to help cover costs associated with hosting the event by sponsoring at the Medieval Feast and Tournament.

OPTIONS FOR THE APPLICATION FROM THE DRAYTON VALLEY HORSE CLUB:

1) That Council award the Drayton Valley Horse Club (1991) $ from the Community Events Grant to help cover food expenses for the riders participating in the Trail Ride Against Cancer - May 25, 2019.
2) That Council decline the funding request from the Drayton Valley Horse Club (1991) to help cover food expenses for the riders participating in the Trail Ride Against Cancer - May 25, 2019.

OPTIONS FOR THE APPLICATION FROM THE DRAYTON VALLEY LAMPLIGHTERS EVENT GROUP:

1) That Council award the Drayton Valley Lamplighters Event Group $ from the Community Events Grant to help cover costs associated with hosting the Drayton Valley Lamplighters Hockey Tournament - April 5 - 7, 2019, which is held for the purpose of raising the remaining $29,000 to purchase a wheelchair accessible bus for the Specialized Transportation project.
2) That Council decline the funding request from the Drayton Valley Lamplighters Event Group to help cover the costs associated with hosting the Drayton Valley Lamplighters Hockey Tournament - April 5 - 7, 2019, which is held for the purpose of raising the remaining $29,000 to purchase a wheelchair accessible bus for the Specialized Transportation project.

OPTIONS FOR THE APPLICATION FROM DRAYTON VALLEY PRO RODEO SOCIETY:

1) That Council award the Drayton Valley Pro Rodeo Society $ from the Community Events Grant to help cover the costs of insurance, facility rental and providing an ambulance during the Drayton Valley Pro Rodeo - May 2 - 5, 2019.
2) That Council decline the funding request from the Drayton Valley Pro Rodeo Society to help cover the costs of insurance, facility rental and providing an ambulance during the Drayton Valley Pro Rodeo - May 2 - 5, 2019.

OPTIONS FOR THE APPLICATION FROM THE ELKS 2019 PROVINCIAL CONFERENCE:

1) That Council award the Elks 2019 Provincial Conference $ from the Community Events Grant to help cover the costs of the Town supplying purple and white flower baskets, advertising on the Electronic Sign, labour to hang up signage, promotional items (e.g. pens, pins, map, etc.) and a discount on the rent of the Curling Rink Lounge - June 6 - 8, 2019.

2) That Council decline the funding request from the Elks 2019 Provincial Conference to help cover the costs of the Town supplying purple and white flower baskets, advertising on the Electronic Sign, labour to hang up signage, promotional items (e.g. pens, pins, map, etc.) and a discount on the rent of the Curling Rink Lounge - June 6 - 8, 2019.

OPTIONS FOR THE APPLICATION FROM ROTARY CLUB OF DRAYTON VALLEY:

1) That Council award the Rotary Club of Drayton Valley $ from the Community Events Grant to help cover the costs associated with hosting the Annual Black and White Ladies Diamond Gala - March 2, 2019.
2) That Council decline the funding request from the Rotary Club of Drayton Valley to help cover the costs associated with hosting the Annual Black and White Ladies Diamond Gala - March 2, 2019.

5. RECOMMENDATION

6. ATTACHMENTS:

1. 2nd Quarter Grant Applications

REPORT PREPARED BY:		REVIEWED BY:	]
APPROVED BY:			

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Anytime Fitness

Name of Event: Color Your Community 5K - June 8, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Proceeds from the event are going to the Drayton Valley Boys and Girls Club.
not duplicate past or present local services (unless a need can be demonstrated)	No other Colour Your Community Run.
provide equal access to the service without discrimination	Open registration for all participants. Special considerations provided for children and seniors.
not already receiving direct or indirect support from the Town for the stated service	No direct or indirect support provided by the Town.
address an identified need in the community or contribute to the common good of the community	Addresses identified need in the community (eg. youth programming)
recognize the Town's contribution to the event or service sponsored	Various forms of recognition will be provided.
other revenue sources have been sought or obtained	No other sources identified and no other funds obtained.

Additional Information	Notes:
Has the Town directly sponsored this event before?	No.
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Event is supported by goals and strategies in the Social Development Plan (eg. recreation activities, youth engagement)

Comments:

Requesting $5,000 to assist with costs of hosting and promoting the event. The Grant Policy indicates that events planned by corporations or businesses will not be considered. The Policy also states, however, the Town retains the right to make an exception should a request not meet all of the Policy criteria but still deemed worthy of review.

Recommendation to Council:

For Council Consideration.

REÇU / RECEIVED
01 -04- 2019

DRAYTON VALLEY

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: October 1st 2018 Event Date: June 8th 2019

Organization Name: Colour Your Community 5K

Mailing Address: PO Box 7500, Drayton Valley Ab T7A 1S5

Contact Name: TJ Nash Title: Event Coordinator/ Business Mana

Email: colouryourcommunity@gmail.com Telephone: FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

ORGANIZATION MANDATE

Description of the organization's mandate:

Anytime Fitness is hosting a family friendly 5k Fun Colour Run/Walk as a Fundraiser for the Boys and Girls Club DV (shorter route for kids and seniors). We are working with the community of Drayton Valley to bring an event to town that will draw in people from outside of Drayton Valley to participate in this Fun 5k Run event. Our main focus is to raise money for a wonderful organization, as well as showcase our community to our many of out of town guests.

STATED SERVICE

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

June 8th 2019 150+ participants will have the following experience.
9am - registration, have a bouncy castle for the kids, a DJ on site for entertainment, and, any photo opportunities for everyone to make and share memories.
9:50am -prerace warmup, one of our fitness coaches will lead a warm up.
10am - gather at the starting line, colour throw , the we run or walk a 5km route around Drayton Valley where we will have multiple "get coloured" areas.
After party including BBQ, ice-cream and onsite vendors.

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

With the numbers from the 2017 race and pre registries we anticipate over 150 individuals taking part in the race, 40 volunteers, as well as the 50+ children who are a part of the Drayton Valley Boys and Girls Club Currently, as well as the many more they will be able to help with the financial help our event is able to provide.

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

Our participants are sure to have a positive experience while getting to be involved in a local event. Events such as these are usually something we much travel to a city for, so too able to have a local fundraiser such as this in our hometown is great. The Boys and Girls Club will use the donated money to put into their afterschool and summer programs which will allow them to be available for more of our local youth that need a safe place such as this wonderful organization

SPONSORSHIP REQUEST

Reason for request from the Town:

As an event that gives all proceeds to a nonprofit we want to able to make the largest impact with our efforts. To plan and host an event such at this does take a financial obligation, we hope to continue to grow each year to become a larger attraction to the town but as with most events we need a few years to be able to evolve and grow. Also, as a fundraiser event that needs local buy in, we would like to keep the cost to participate as feasible as possible.

Nature of the request and/or amount requested:

The cost associated with hosting this event and providing the proper advertisement and lead up to make this a success is going to be approx. $9300. We are asking for financial help in the amount of $5000.

Please attach:

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

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

How will sponsoring organizations be recognized?

Sponsorship recognition will be in the following forms;
- Logo included on all our print advertisements
- Advertisement opportunity on our website
- Verbal recognition at the event from our MC, and opportunity to set up a tent at our start line,
- Thank you in the newspaper
- Social media advertisement.
- Logo on our run #s and items given away at day of event to participants.

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.

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

Applicant's Signatur

Date: 10/01/2018

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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

2019 Colour Your Community Budget

Expenses

Advertisement			
	Website		$ 150.00
	Social Media		$ 500.00
	News Paper		$ 400.00
	Radio Station		$ 400.00
	Movie Theater		$ 200.00
	Posters		$ 120.00
	Town Sign		$ 500.00
Total Advertisment Budget			***$ 2,270.00***

Race Day Expenses			
	Race Packages (29.62ea)		$ 4,443.00
	Medals	$ 7.83	
	Bags	$ 2.50	
	Glasses	$ 3.00	
	Water Bottles	$ 2.94	
	T shirts	$ 9.35	
	Colour Packet	$ 2.00	
	Race #	$ 1.00	
	Colour		$ 1,000.00
	Insurance		$ 500.00
	DJ		$ 500.00
	Route Markers		$ 50.00
	Paper Cups		$ 50.00
	Photo Backdrop		$ 300.00
	Ticket Sales		$ 120.00
	Misc		$ 100.00
Total Race Day Expenses			***$ 7,063.00***
Total Expenses			$ 9,333.00

Revenue Opportunities

Ticket Sales			$ -
Sponsorship			$ -
Large			$ -
Small			$ -
Anytime Fitness Contribution			$ -
Total Revenue Opportunities			$ -

Donation Amount	$ -

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Brighter Futures Family Resource Society and Metis Local No. 888

Name of Event: Aboriginal Days - June 21, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Located between 2 schools from both divisions. With the expectation of 5 schools as well as the general public in attendance.
not duplicate past or present local services (unless a need can be demonstrated)	Aboriginal Days was previously a school event hosted by the Wild Rose School Division.
provide equal access to the service without discrimination	Yes
not already receiving direct or indirect support from the Town for the stated service	No current funding from the Town.
address an identified need in the community or contribute to the common good of the community	Identified need in the Community.
recognize the Town's contribution to the event or service sponsored	Onsite Display and Social Media
other revenue sources have been sought or obtained	Asked Brazeau County to contribute $1,315 and Metis Multicultural Youth Society to contribute $500. No confirmation of funds received.

Additional Information	Notes:
Has the Town directly sponsored this event before?	Yes - $999 in 2017
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Yes, both the Social Development Plan and Community Sustainability Plan

Comments:

Requesting $1,315 to help cover the costs of hosting the 2019 Aboriginal Days.
Drayton Valley and District FCSS is able to partner with applicant to provide funding through an internal program.

Recommendation to Council:

For Council Consideration

DRAYTON VALLEY

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: March 28, 2019 Event Date: June 21, 2019

Organization Name: Brighter Futures Family Resource Society and Metis Locall #888

Mailing Address: P O Box 6547

Contact Name: Jane Berggren Title: Executive Director

Email: director@brighter-futures.ca Telephone: 780-514-5070

ORGANIZATION MANDATE

Description of the organization's mandate:

Brighter Futures Family Resource Society is to Strengthen Family Relationships and Community Connections. Our vision is Healthy Families Engaged in Community.
We have been operating as a charitable non-profit since 1994 bringing programs, resources and community connections as a health initiative and early interventions service to families of Brazeau County and Drayton Valley.

STATED SERVICE

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

We have partnered with the Metis Local #888 and the Metis Multicultural Youth Society to ensure the delivery of the Indigeneous Peoples Day events that have been taking place in the Town of Drayton Valley for more than 10 years.
We will assist the Metis Local #888 and the Metis Multicultural Youth Society to plan, prepare and produce the celebration of Indigeneous Peoples Day at the field between Frank Maddock High School and St. Anthony School on June 21, 2019 from 11 to 2 pm.

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

We expect up to five schools to send their classes to the event along with partners and volunteers for the community such as Aim for Success, Healthy Community Coaltions members, the subcommittee membership of the Reconciliation Past Present and Future, members of the board of the Wildrose School Division (WRSD)and the RCMP Liasion.
We have reached out to West Ward Goals, the Homeschoolers Association, Frank Maddock Outreach, as well as interagency groups to invite them to this important community event. We anticipate 1000 participants from our community.

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

Indigenous Peoples Day is an important event for our community as it brings cultural awareness to children of all ages and the community at large. It is a day set aside Canada wide for recognition of our First Peoples. In this community, the celebration of what used to be termed Aboriginal Awareness Day has been happening in the Town of Drayton Valley for over 10 years. We will be continuing the tradition and recognizing the importance of making this celebration a community event while our Metis Local#888 and youth share and pass down traditions, songs, games, oral story telling and crafts of their culture to the next generations. It is an opportunity to transfer knowledge, foster understanding and build community connections

SPONSORSHIP REQUEST

Reason for request from the Town:

We are requesting these funds to assist in the cost of materials for the delivery of this event. As we are still in the planning stage and are confirming sponsors and supports, our budget is an estimate based on last years event.

Nature of the request and/or amount requested:

We are requesting $1315 for this event.

Please attach:

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

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

How will sponsoring organizations be recognized?

We will post a thank you on site the day of the event as well as on media sites indicting the contribution the Town has provided.

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.

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

Applicant's Signature

Date: Mar 29/19

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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

BUDGET

ESTIMATED EXPENDITURES	TOTAL ANNUAL EXPENSES
Burgers	$2000
Hamburger Buns	$425
Condiments/Supplies(ice, burger wraps, napkins etc)	$500
Water	$350
Wash Stations rental/disposal	$155
Port-a- Potties rental/disposal	$200
Craft Supplies	$400
Honorariums for Dancers, Musicians, Display Presenters	$1400
TOTAL EXPENDITURES	**$5430**

ESTIMATED REVENUE ***(list all sources separately)***

GRANTS: ***(include grants applied for)***

Town of Drayton Valley Event Grant	$1315
Metis Multicultural Youth Society	$500
Brazeau County Event Grant	$1315
	$
TOTAL GRANT REVENUE	**$3130**

DONATIONS (including in-kind) OR FUNDRAISING:

Zingers(Port-a-Potties)/DV Rentals(Wash Stations)	$250
Burgers (School Districts)	$1680
Hamburger Buns	$320
Condiments	$50
TOTAL DONATION AND FUNDRAISING REVENUE	**$2300**

TOTAL AMOUNT REQUESTED ***(must match application)*** $1315

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Cause for Critters

Name of Event: Raise the Woof Comedy Night - April 6, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Direct to specific target population but indirect benefits to community as a whole.
not duplicate past or present local services (unless a need can be demonstrated)	Does not duplicate another service.
provide equal access to the service without discrimination	Not applicable
not already be receiving direct or indirect support from the Town for the stated service	Town has contracted Cause for Critters for specific service. Facility provided through Town efforts.
address an identified need in the community or contribute to the common good of the community	Identified need in the community.
recognize the Town's contribution to the event or service sponsored	Recognition will be posted through its social media platforms.
other revenue sources have been sought or obtained	Budget shows $550 in donations.

Additional Information	**Notes:**
Has the Town directly sponsored this event before?	Yes - $485 in 2015 - $1,000 in 2016 - $1,500 in 2017 - $500 in 2018
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Meets objectives and goals within the Social Development Plan.

Comments:

Requesting $3,200 to cover the cost of the comedian contracted and the food being served.

Recommendation to Council:

For Council Consideration

DRAYTON VALLEY

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: March 14 2019 Event Date: April 6 2019

Organization Name: Cause For Critters

Mailing Address: PO box7852 Drayton Valley AB, T7A 1S9

Contact Name: Brooke MacInnes Title: Fundraising Coordinator

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

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

ORGANIZATION MANDATE

Description of the organization's mandate:

Cause For Critters is a non profit organization dedicated to the care and well being of local animals.

STATED SERVICE

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

Raise the Woof is a comedy event that CFC has put on for the last 8 years. This event will be held at the Legion on April 6th starting at 6:30pm. There will be a 50/50 draw and we provide the food and drinks.

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

Cause For Critters will benefit immensely from this event. The Legion will receive rent for the night.

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

Last year there were approximately 120 people who attended the comedy event. We provide the food and drinks as well as a great show. As we are a non profit shelter we often find ourselves in tough financial situations so any amount of financial help is always appreciated.

SPONSORSHIP REQUEST

Reason for request from the Town:

Sponsorships are the reason we can put events such as this one on for the public. We always get great feedback from people who have attended this event.

Nature of the request and/or amount requested:

Last year went well but unfortunately we ran out of food and didn't have the best selection of alcohol so this year i would like to ensure that doesn't happen. I would like The Town of Drayton Valley to sponsor the cost of the comedians as well as the cost of food being served. This amount would total to $3,200 although any amount is much appreciated.

Please attach:

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

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

How will sponsoring organizations be recognized?

Cause For Critters will ensure to put "thank yous" on our social media.

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.

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

Applicant's Signature: Date: March 14 2019

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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COST

COMEDIANS	$1,600	
LEGION	$130	
TICKETS AND POSTERS	$200	
ALCOHOL	$600	($250 DONATED)
CATERING	$1,600	
SNACKS,MIX,NAPKINS ECT	$400	
TOTAL	$4,530	

SALES

50/50	$250
RAFFLE	$450
DONATIONS	$300
SILENT AUCTION	$3,110
PRE SALES (TICKETS)	$1,400
ALCOHOL SALES	$1,000
TOTAL	$6,510

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Drayton Valley and District Chamber of Commerce

Name of Event: Drayton Valley and District Chamber of Commerce Annual General Meeting, Conference and Tradeshow - June 20, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Directly benefits local businesses and member of 120 members.
not duplicate past or present local services (unless a need can be demonstrated)	Does not duplicate other events and activities.
provide equal access to the service without discrimination	Provides equal access to members within the Chamber.
not already receiving direct or indirect support from the Town for the stated service	No.
address an identified need in the community or contribute to the common good of the community	Addresses gaps identified by the members of the Chamber.
recognize the Town's contribution to the event or service sponsored	Town designate is to hand out award. Recognition in awards program and newspaper article, as well as the Town logo will be displayed on promotional material.
other revenue sources have been sought or obtained	Requesting $750 from Brazeau County.

Additional Information	Notes:
Has the Town directly sponsored this event before?	No
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Community Sustainability Plan indicates strategy to have "local groups, organizations, businesses and governments to work collaboratively.

Comments:

Requesting $2,000 for promotion of the awards program as well as purchase of awards.

Recommendation to Council:

For Council Consideration.

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT

APPLICATION FORM

Date: March 31, 2019 Event Date: June 20, 2019

Organization Name: Drayton Valley and District Chamber of Commerce

Mailing Address:

Contact Name: Brandy Fredrickson Title: President

Email: fredricksonenterprisesinc@gmail.com Telephone: 780.898.1541

ORGANIZATION MANDATE

Description of the organization's mandate:

The Drayton Valley and District Chamber of Commerce is a regional business organization that seeks to advocate, educate and promote connections among the regional business community.

STATED SERVICE

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

Drayton Valley and District Chamber of Commerce Annual General Meeting, Conference and Tradeshow
June 20, 2019
All day
Clean Energy and Technology Centre

Trade show: 15 booths (running morning to evening)
Mini- Conference: 8 sessions (run the morning to noon)
Reception and award banquet: (evening)

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

The regional Drayton Valley and Brazeau County business community.
Drayton Valley and District Chamber of Commerce membership of 120 members.

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

The event encompasses learning opportunities that seek to bring knowledge and best business practice to local small businesses (1-100 employees).
Tradeshow (15 tables) will provide an affordable opportunity for businesses to sell their goods and network among other local entrepreneurs.
Learning sessions: There will be 8 learning session in total that will be tackling topics such as online marketing, web based e-commerce, future financial planning, public speaking etc.

The reception:
The reception encompasses the evening portion of the event and includes dinner, a keynote address from local officials, and an awards ceremony.

All aspects of this event help the chamber to address their mandate of networking, education and advocacy.

SPONSORSHIP REQUEST

Reason for request from the Town:

This is the first year that the Chamber is broadening their AGM to encompass a mini-conference. As there has been a gap created with the restructuring of the Women in Business network and the Community Awards program. The Chamber is seeking to fill this gap.

As this is our first year the event is relatively unknown. Furthermore, the state of economic affairs has devastated many in the business community. It is for these two reasons that we are seeking assistance with our Awards portions of the event. Your assistance will help to keep ticket prices low, and still allow us to put on a much needed uplifting community event that recognizes the work of our local businesses.

Nature of the request and/or amount requested:

We are seeking assistance funding the awards portion of the event. Funds from this grant will go towards the promotion of the awards program as well as the purchase of the actual awards.

We are seeking $2000

Please attach:

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

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

How will sponsoring organizations be recognized?

As a corporate partner of the chamber, you will have a designate to hand out an award, with an introduction acknowledgin the work of the town in their histrocial community awards program.
Submission of an article in the newspaper.
Elements of this event will be broadcasted via Facebook live, including the keynotes of the elected officials, and portions of the awards ceremony.
Logo and sponsorship indication the awards applications.

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

1. The information provided is accurate.

2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.

3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

Applicant's Signature: Brandy Fredrickson Date: March 31, 2019

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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

DRAYTON VALLEY AND DISTRICT CHAMBER OF COMMERCE

June 20, 2019 | Clean Energy and Technology Centre

A day of learning, networking and recognition of regional businesses and community partners to build on present and future success.

AGM, 2019

Income

	Estimated	Actual
	$7,950.00	$0.00

ed	Actual		Estimated	Actual
10		Learning Sessions@ $50.00	$500.00	$0.00
60		Reception @ $50.00	$3,000.00	$0.00
15		Tradeshow @ $30.00	$450.00	$0.00
			$3,950.00	$0.00

ed	Actual		Estimated	Actual
5		Town Awards $250.00	$1,250.00	$0.00
40		Community Foundation bursary $50.00	$2,000.00	$0.00
1		Brazeau County @ $750.00	$750.00	$0.00
			$4,000.00	$0.00

ndors

ed	Actual		Estimated	Actual
		Large booths @	$0.00	$0.00
		Med. booths @	$0.00	$0.00
		Small booths @	$0.00	$0.00
			$0.00	$0.00

ed	Actual		Estimated	Actual
		Items @	$0.00	$0.00
		Items @	$0.00	$0.00
		Items @	$0.00	$0.00

AGM, 2019

Expenses

	Estimated	Actual
nses	$7,020.00	$0.00

	Estimated	Actual
all fees	$300.00	
	$350.00	
	Inlcuded	
chairs	Included	
	$650.00	**$0.00**

Refreshments	Estimated	Actual
Food	$2,000.00	
Drinks	$100.00	
Linens	$150.00	
Staff and gratuities		
Total	**$2,250.00**	**$0.00**

ns	Estimated	Actual
	$750.00	
es	$100.00 In-Kind	
	$850.00	**$0.00**

Program	Estimated	Actual
Trade Prize	$100.00	
Speakers		
Advertising		
Other		
Total	**$100.00**	**$0.00**

	Estimated	Actual
rk	$500.00 In- Kind	
g/Printing	$350.00	
	$170.00	
	$1,020.00	**$0.00**

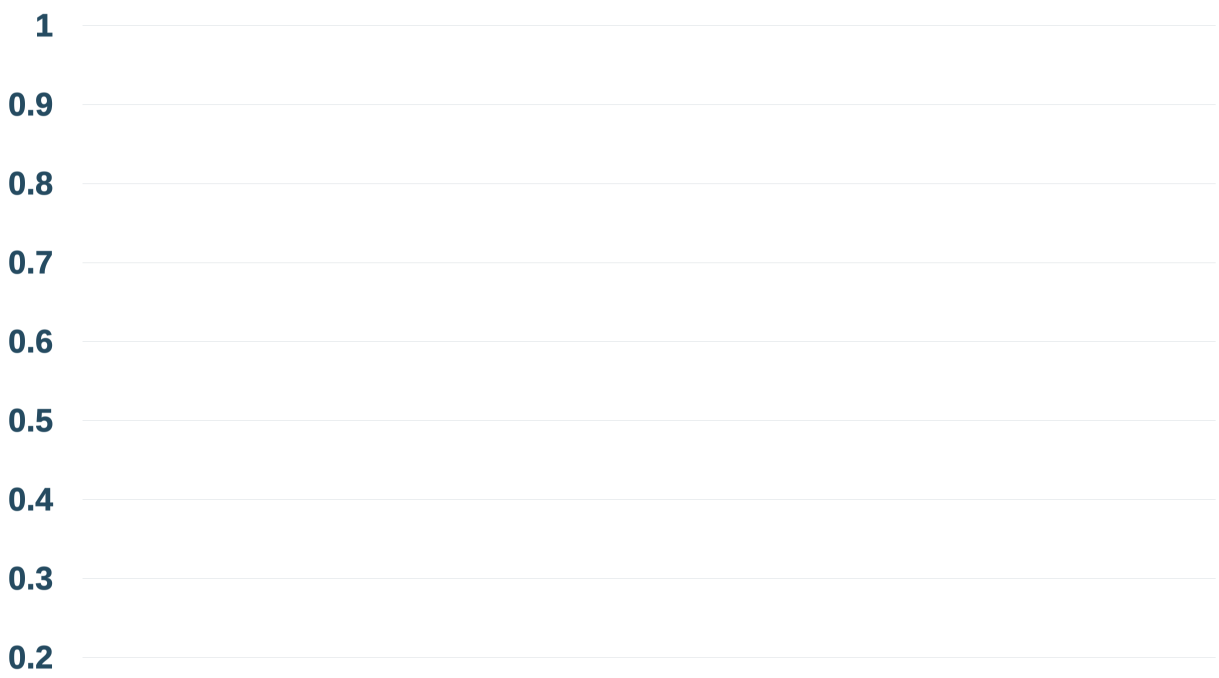
Prizes	Estimated	Actual
Ribbons/Plaques/Trophi	$1,500.00	
Gifts	$400.00	
Total	**$1,900.00**	**$0.00**

ous	Estimated	Actual
AL		

Event Budget for [Event Name]

Profit-Loss Summary

	Estimated	Actual
Total income	$7,950.00	$0.00
Total expenses	$7,020.00	$0.00
Total profit (or loss)	$930.00	$0.00



Drayton Valley & District Chamber of Commerce
Balance Sheet As at Mar 27, 2019

Page 80 of 132

ASSET		
Current Assets		
Cash to be deposited	145.50	
Petty Cash	100.00	
Chamber Cash	22,436.86	
General Account	22,801.25	
Total Cash		45,483.61
Bad Debts		903.49
Accounts Receivable	2,651.15	
Allowance for Doubtful Accounts	1,979.22	
Total Receivable		4,630.37
Total Current Assets		51,017.47
Other Non-Current Assets		
Computer Software		517.30
Total Other Non-Current Assets		517.30
TOTAL ASSET		51,534.77
LIABILITY		
Current Liabilities		
Accounts Payable		-347.79
EI Payable	712.24	
CPP Payable	1,279.92	
Federal Income Tax Payable	550.00	
Total Receiver General		2,542.16
Deduction 1 Payable		24.36
GST Charged on Sales	498.98	
GST Paid on Purchases	-487.41	
GST Adjustments	195.73	
GST Owing (Refund)		207.30
Total Current Liabilities		2,426.03
TOTAL LIABILITY		2,426.03
EQUITY		
Owners Equity		
Retained Earnings - Previous Year		36,007.48
Current Earnings		13,101.26
Total Owners Equity		49,108.74
TOTAL EQUITY		49,108.74
LIABILITIES AND EQUITY		51,534.77

Drayton Valley & District Chamber of Commerce
Statement of Cash Flows Apr 01, 2018 to Mar 27, 2019

Page 81 of 132

Cash Flows from (used in) Operating Activities	
Net Income (Loss)	13,101.26
Adjustments to reconcile net income to net cash provided by (used in) operating activities:	
Decrease (Increase) in Operating Assets	
Accounts Receivable	-2,363.15
Increase (Decrease) in Operating Liabilities	
Accounts Payable	-573.25
GST Charged on Sales	544.54
GST Paid on Purchases	-294.90
GST Adjustments	206.73
EI Payable	502.78
CPP Payable	919.42
Federal Income Tax Payable	550.00
Deduction 1 Payable	24.36
Net Cash provided by (used in) Operating Activities	12,617.79
Cash Flows from (used in) Investing Activities	
Net Cash provided by (used in) Investing Activities	0.00
Cash Flows from (used in) Financing Activities	
Net Cash provided by (used in) Financing Activities	0.00
Increase (Decrease) in Cash and Cash Equivalents	12,617.79
Cash and Cash Equivalents at Beginning of Period	32,865.82
Cash and Cash Equivalents at End of Period	45,483.61

Drayton Valley & District Chamber of Commerce
Trial Balance As at Mar 27, 2019

Page 82 of 132

Ac...	Account Description	Debits	Credits
1020	Cash to be deposited	145.50	-
1050	Petty Cash	100.00	-
1055	Chamber Cash	22,436.86	-
1060	General Account	22,801.25	-
1100	Bad Debts	903.49	-
1200	Accounts Receivable	2,651.15	-
1205	Allowance for Doubtful Accounts	1,979.22	-
1910	Computer Software	517.30	-
2100	Accounts Payable	347.79	-
2180	EI Payable	-	712.24
2185	CPP Payable	-	1,279.92
2190	Federal Income Tax Payable	-	550.00
2240	Deduction 1 Payable	-	24.36
2310	GST Charged on Sales	-	498.98
2315	GST Paid on Purchases	487.41	-
2325	GST Adjustments	-	195.73
3560	Retained Earnings - Previous Year	-	36,007.48
4050	Sponshorships	-	100.00
4075	Bursaries	1,900.30	-
4130	Group INS Revenue	-	12,640.18
4200	2017 Chamber Membership Fees	-	1,357.92
4201	2018 Chamber Membership Fees	-	17,387.08
4220	Chamber Cash	-	33,275.00
4225	Member to Member Card Fees	-	20.00
4240	Event Tickets	-	4,111.41
4250	Promotional Events	-	439.96
4440	Interest Revenue	-	5.59
5410	Wages & Salaries	12,706.84	-
5420	EI Expense	293.28	-
5430	CPP Expense	459.71	-
5615	Advertising & Promotions	631.25	-
5625	Business Fees & Licenses	100.00	-
5635	Chamber Buy Back	23,795.00	-
5640	Courier & Postage	263.55	-
5655	Rentals/Accomodations	300.00	-
5665	Event Tickets/Purchases	4,604.99	-
5680	Income Taxes	2,073.92	-
5685	Insurance	1,658.00	-
5690	Interest & Bank Charges	628.24	-
5700	Office Supplies	1,308.80	-
5755	Memberships	1,545.80	-
5760	Rent	3,000.00	-
5780	Telephone	916.20	-
5784	Travel & Entertainment	50.00	-
		108,605.85	108,605.85

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Drayton Valley Community Foundation

Name of Event: DV 100 - September 7, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Contributes funds to the Community Foundation, which supports local initiatives.
not duplicate past or present local services (unless a need can be demonstrated)	Does not duplicate another local event.
provide equal access to the service without discrimination	Open to all. Marketed across the province and attracts up to 400 participants - tourism potential
not already receiving direct or indirect support from the Town for the stated service	Up to $5,000 in-kind support from Public Works (street cleaning, barricades, CPO, etc.) **SEE RESOLUTION UNDER COMMENTS**
address an identified need in the community or contribute to the common good of the community	Community Foundation contributes funds to local initiatives which address community needs
recognize the Town's contribution to the event or service sponsored	Promotional posters, on-site recognition and post-event newspaper ad
other revenue sources have been sought or obtained	Sponsorships and grants being sourced but not identified in application

Additional Information	**Notes:**
Has the Town directly sponsored this event before?	Yes - $1,000 in 2015 - $1,000 in 2016 - $1,500 in 2017 - $2,000 & $5,000(in-kind) in 2018
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Supported by Goals in the Social Development Plan (social and community service organizations)

Comments:

Requesting $10,000 to help cover the costs in order to host the event.

RESOLUTION #163/18

Councillor Peebles moved that Council authorize Administration to provide the necessary support for the DV100 in the required fields to a maximum of $3,000.00. **(CONT'D)**

Councillor Butz proposed a friendly amendment to Resolution #163/18 to change the maximum of $3,000.00 for in-kind contributions to a maximum of $5,000.00 annually for DV100. Councillor Peebles accepted the friendly amendment.

CARRIED AS AMENDED

Recommendation to Council:

For Council Consideration

DRAYTON VALLEY

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: March 27, 2019 Event Date: September 7, 2019

Organization Name: Drayton Valley Community Foundation

Mailing Address: Box 6836, Drayton Valley, AB T7A 1S2

Contact Name: Erin Luc Title: Executive Director

Email: erinl@dvcf.org Telephone: 587-464-0400

ORGANIZATION MANDATE

Description of the organization's mandate:

Please see attached document.

STATED SERVICE

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

September 7th, 2019 will be the eighth year for DV100 Race or Ride. DV100 offers three different routes to accommodate for different experience levels: 40KM, 100KM and 160KM. There are varying start times between 8:00am and 9:00am. The start/finish line is in the Omniplex parking lot and the route covers Lodgepole, Cynthia, Rocky Rapids and Drayton Valley.

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

In 2018, DV100 brought 290 people from outside of Drayton Valley and Brazeau County to our event. Many of these people stayed in hotels, visited restaurants and stores in our community. DV100 is a homegrown event that showcases our Town and County in an intimate and personal manner, by bringing riders and their families to Drayton Valley. We are fortunate to have over 155 volunteers, and support from our local RCMP and County Constables that keep all of our riders and the public safe.

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

DV100 brings close to 300 riders to Drayton Valley. These people stay overnight at our hotels, eat at our restaurants and shop at our stores. 2018 saw registrants from British Columbia, Alberta, Saskatchewan, Ontario, Colorado and Mexico City. DV100 is a homegrown event that brings hundreds of people to our community for a very unique event.

SPONSORSHIP REQUEST

Reason for request from the Town:

The goal for DV100 is to become the Premier Cycling Event in Western Canada. The money from the Town of Drayton Valley will go to attracting new riders to our event.

Nature of the request and/or amount requested:

We are requesting $10,000 from the Town of Drayton Valley.

The funds raised from DV100 goes back into the Drayton Valley Community Foundation to the DV100 Race or Ride Fund. The interest earned from the fund goes to community groups and organizations in the form of grants.

Please attach:

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

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

How will sponsoring organizations be recognized?

The Town of Drayton Valley logo is on every DV100 Race or Ride poster handed out and displayed. The Town logo is also on the DV100 website and social media. The Town of Drayton Valley will be included in a full page Western Review thank you.

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.

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

Applicant's Signature:

Date: March 27, 2019

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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

Drayton Valley
Community
Foundation

Board of Directors
Chairperson
Robert Mulligan
Vice Chair
Mike Ferrey
Secretary
Brenda Christie
Treasurer
Barry Carlson

Directors -
Steve Holmstrom
Pat Jeffery
Mardi Dancey
Sandy Buchan
Chris Walsh
Bev Broks
Glen Saunders
John Tkachuk

Administration
Erin Luc
Accountant
Rob Feddema C.A.

Nominating Committee
- Mayor—Town of Drayton Valley
- Reeve—Brazeau County
- S/Sgt.—Drayton Valley R.C.M.P.
- M.L.A.—Drayton Valley Constituency

Description of Event:

The DV100 Race or Ride is an annual fundraiser for the Drayton Valley Community Foundation. The event was founded on the principles shared by the Foundation: promote community vitality. The funds raised from DV100 are put into the Foundation's DV100 Race or Ride Fund and the investment income is given back to community groups and organization's in the form of grants.

The Drayton Valley Community Foundation is a registered charity that fundraises with the purpose of granting monies to local community groups. We are one of 191 Community Foundations and fall under the overarching umbrella of Community Foundations Canada.

Our event caters to all facets of our community and provincial population. DV100 brings people to our community for a unique, homegrown event. Any one 16 years or older is eligible to register for our event. Skill levels are just as diverse from the very elite to the "new to the sport". We have accommodated for this diversities with staggering our start positions based on skill level and ability.

We have three different routes, 40KM, 100KM and 160KM, allowing riders of all skill level and age can participate in our event. With the addition of the 160KM in 2017, it diversified our event and attracted riders who are accustomed to riding long routes, such as triathlon athletes.

Safety is our number our number one concern and we go to great lengths to ensure the safety of our athletes. We have 150+ volunteers on the course directing traffic and cyclists. Each race route has a lead and trail vehicle and support trucks roaming along the course; all equipped with first-aid qualified attendants. On the 160KM route at the turnaround point on Hwy 753, we will have signage in both directions, alerting traffic they may have to stop and there will be trained flag people to stop traffic until the cyclists' pass. In addition to this we also have RCMP support and Community Peace Officers assisting along the routes and at the main traffic crossings over Hwy 22.

Hwy 22 and 50th Ave
Hwy 22 and Hwy 621

There are designated stop areas equipped with bathrooms, water, first-aid and volunteers with radios.

We will be placing appropriate signage throughout the race; notably at RR85, Hwy 753 and Hwy 620 and RR85 as well as at the above noted Hwy 22 intersections in an effort to alert traffic to the race in progress. All of the support trucks have DV100 signage in the back of them that let other traffic know they are with our event.

We are planning for 400-450 riders to come to Drayton Valley and ride in our event.

I hope you find that I have provided enough detail on our event if you have questions please feel free to contact Erin Luc, Executive Director at erinl@dvcf.org or 587-464-0400.

P.O. Box 6836 Drayton Valley AB T7A 1S2
phone: (587) 464-0400 e-mail: erinl@dvcf.org web page: www.dvcf.org

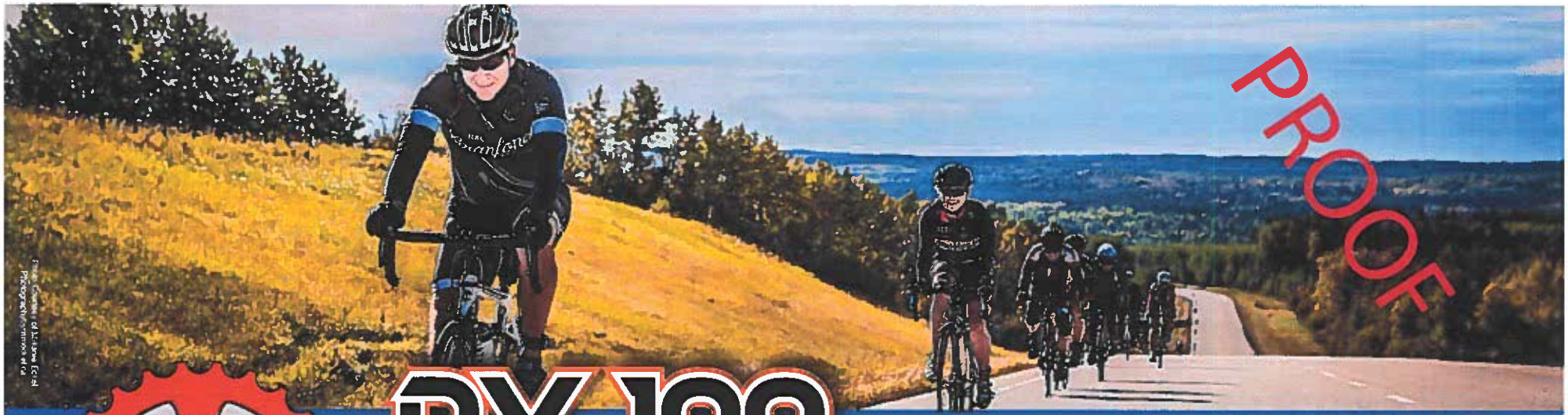
DV100 Revenue

DV100	
Sponsorship	$ 29,000.00
Grants	$ 10,000.00
Registration	$ 46,000.00
Merchandise	$ 6,000.00
Beer Gardens	$ 2,400.00
Donations	$ 2,000.00
TOTAL	$ 95,400.00

DV100 Expenses

Race Day	$ 10,000.00
Awards	$ 25,000.00
Sign Tific	$ 1,800.00
Marketing & Advertising	$ 14,000.00
Live Streaming	$ 2,000.00
Zone 4	$ 5,500.00
Prizes	$ 5,700.00
Merchandise	$ 7,000.00
Alcohol	$ 1,800.00
Licensing	$ 1,600.00
Miscellaneous	$ 4,000.00
TOTAL DV100 EXPENSES	$ 78,400.00

TOTAL PROFT	$ 17,000.00



PROOF

DV 100

RACE OR RIDE

Drayton Valley Community Foundation

www.dv100.ca

SEPT. 8 2018

160, 100 or 40 km routes
100 km Team Challenge
40 km Corporate Challenge

Over $25,000 in CASH PRIZES

Information: 587-464-0400

DAR-GO CONSTRUCTION LTD. · A.C.R. · PACIFIC TUBULARS LTD. · servus credit union · Travel Alberta · Experience the Valley! · Drayton Valley · DRAYTON VALLEY · LITTELL GROUP · Kiewit · Meraw Estates · FERREY · DUNCANCRAIG · KANDREA INSULATION · LoadstarHomes · PureChem Services · APEX · McDonald's · Drayton Valley TOYOTA · Auto.ca · REID LAW OFFICE · Sun Life Financial · Wealth Management Dominion Securities · Fountain Tire · CAPITAL NOW · ANYTIME FITNESS · TD · Century 21 · Carlson Roberts Sealy · WITTEN LLP · OPTION INDUSTRIES INC. · Mulligan Registries Inc. · PRAIRIE TOYOTA DEALERS · BRANDELTE · INTERCON messaging · priMED

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Drayton Valley Health Services Foundation

Name of Event: Medieval Feast and Tournament - May 11, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Proceeds from the event are going to fund renovations to the Palliative Care Suites at our local Hospital.
not duplicate past or present local services (unless a need can be demonstrated)	Does not duplicate another service.
provide equal access to the service without discrimination	Not applicable.
not already receiving direct or indirect support from the Town for the stated service	No other direct support.
address an identified need in the community or contribute to the common good of the community	Directly addresses the importance of patient care in the local hospital.
recognize the Town's contribution to the event or service sponsored	Recognition at the event by the MC when the sponsored participant is fighting in competition and thank you ad in the local newspaper.
other revenue sources have been sought or obtained	Asked Brazeau County, Rotary Club, Elks, Pembina Pipeline, Brandette, Cardium Well Servicing and other local businesses. No confirmation of funds received.

Additional Information	**Notes:**
Has the Town directly sponsored this event before?	The Foundation has not sponsored the Medieval Feast & Tournament, but has sponsored the following: Festival of Trees - 2016 - $2,500 - 2017 - Declined Light up Luncheon - 2018 - $1,000 (Event Cancelled) Festival of Lights Gala - 2018 - Declined
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Supported by goals in the Social Development Plan and Community Sustainability Plan.

Comments:

Requesting $1,000 to sponsor a Jouster and $500 to sponsor a Knight at the Medieval Feast and Tournament.

Recommendation to Council:

For Council Consideration.

DRAYTON VALLEY

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: March 19, 2019 Event Date: May 11, 2019

Organization Name: Drayton Valley Health Foundation

Mailing Address: 4550 Madsen Ave.

Contact Name: Colleen Sekura Title: Executive Director

Email: colleen.sekura@ahs.ca Telephone: 780 621-4914

ORGANIZATION MANDATE

Description of the organization's mandate:

Fund Equipment and patient comfort items for the Drayton Valley Health Care Centre.

STATED SERVICE

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

Funds will be used to renovate palliative care suites at the hospital

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

All Patients using the Drayton Valley Hospital Palliative Care

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.

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

Applicant's Signature: Date: March 19, 2019

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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

Drayton Valley Health Foundation
4550 Madsen Avenue Drayton Valley, AB T7A 1N8
Phone: (780) 621- 4914 Fax: (780) 514-7156
Email: colleen.sekura@ahs.ca

Sponsor a Jouster *$1000.00*

Sponsor the Circus of Hell *$1000.00*

Sponsor a Knight *$500.00*

Sponsor Medieval Wine *$500.00*

Royal Stable Sponsor *$500.00*

Your support will enable us to raise funds for the Renovation of the Palliative Care Suites in the Drayton valley Hospital.

King's Royalty Package

$900.00 Only 8 Available

Table of 8 for Medieval Feast
Priority Castle Access
VIP Best Row Centre Section Seating
Framed 5 X 7 Castel Entrance Photo
Meet & Greet with Knights in Castel Stable
Souvenir T-shirt

Queen's Royalty Package

$800.00 Only 8 Available

Table of eight for Medieval Feast
Priority Castle Access
VIP Ideal Row in Centre Section
Framed 5 X 7 Castle Entrance Photo
Meet & Greet with Knights in Castle stable
Souvenir-Shirt

$700.00 Knight's Royalty Package

Table of 8 for Medieval Feast
Priority Castle Access
VIP Centre Seating

General Dinner & Show

$75.00/person

Advance tickets (beat the lineup) $20.00

Family of four $50.00

General Admission for Show at the Door

$20- adults $10 –Youth

Drayton Valley
Health Foundation

Call 780-621-4914 for tickets or more information

Drayton Valley
health Foundation

2019 Event Budget for Medieval Times

Expenses	Budget	Actuals	Revenues	Budget	Actuals
Omni 1	$ 784.00		Royalty packages (based on selling 21)	$ 16,800.00	
Omni 2	$ 780.00		Dinner & Show Tickets (based on 150 @$75.00)	$ 11,250.00	
set up/take down	$ 1,000.00		Show Tickets Only (based on 300 adults @$25)	$ 7,500.00	
Dinner Catering @$22.00	$ 6,996.00		Show Tickets Only (based on 200 youth @$10)	$ 2,000.00	
Sound/lighting	$ 1,000.00		50/50 draw	$ 2,500.00	
Entertainers -Jousting	$ 3,000.00		liquor Sales	$ 2,500.00	
Entertainers - Sword fighters	$ 2,000.00		Knight Sponsors @$1000	$ 5,000.00	
Entertainers - Musicians	$ 2,000.00		Event Sponsors @500.	$ 3,000.00	
Advertising	$ 1,000.00		Municipal Grants	$ 3,000.00	
Photographer	$ 500.00		Merch Sales	$ 500.00	
Box stalls	$ -		Photo sales	$ 500.00	
Horse Feed	$ -		Water/popcorn sales sales	$ 500.00	
Rentals/draping	$ 1,000.00				
liquor	$ 1,000.00		**Total Revenues**	**$ 55,050.00**	
Corkage	$ 500.00				
Water/popcorn expense	$ 250.00				
Promo tickets	$ 320.00				
Decorations	$ 1,000.00		**Total Revenue**	**$ 55,050.00**	
Paper promo stuff (banners/crowns)	$ 500.00		**Less Expense**	**$ 29,630.00**	
Administration & staffing	$ 4,000.00		**Net Proceeds**	**$ 25,420.00**	
paid to other charity volunteers	$ 2,000.00				
Total Expenses	**$ 29,630.00**		**Funds to Campaign**	**$ 25,420.00**	

Drayton Valley Health Foundation

Invites you to Join us in the Royal Court for a

Medieval Feast & Tournament

May 11 2019

Doors Open at 5:30 p.m.

Dinner 6:00 p.m. ~ Show 8:00 p.m.

Location: Omniplex

Tickets; Dinner & Show $75 per person

General Admission $25 - Advance $20

Children under 10 $10

Family of 4 $50

For more information Contact

Colleen 780-621-4914

All proceeds support the Palliative Care Renovation Campaign

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Drayton Valley Horse Club (1991)

Name of Event: Trail Ride Against Cancer - May 25, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Proceeds from the event are going to the Drayton Valley Health Services Foundation to obtain patient care comfort items for the Cancer Unit.
not duplicate past or present local services (unless a need can be demonstrated)	No other Trail Ride for Cancer.
provide equal access to the service without discrimination	Open registration for all horse riding enthusiasts.
not already receiving direct or indirect support from the Town for the stated service	The Drayton Valley Horse Club receives no other support from the Town.
address an identified need in the community or contribute to the common good of the community	Directly addresses the importance of patient care in the local hospital Cancer Unit.
recognize the Town's contribution to the event or service sponsored	Recognition on Drayton Valley Horse Club website, white board displayed on the day of the event, Sponsorship board at the Trail Head of the Pembina Riverside Trails, Thank you ad in the Western Review
other revenue sources have been sought or obtained	Asked Brazeau County and Drayton Valley Hospitality and Tourism. No confirmation of funds received.

Additional Information	Notes:
Has the Town directly sponsored this event before?	No
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Supported by Goals in the Social Development Plan and Community Sustainability Plan.

Comments:

Requesting $1,000 to cover food expenses for the riders.

Recommendation to Council:

For Council Consideration.

REÇU/RECEIVED
26 -03- 2019

DRAYTON VALLEY

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT

APPLICATION FORM

Date: March 25, 2019 Event Date: May 25, 2019

Organization Name: Drayton Valley Horse Club (1991)

Mailing Address: Box 7645 Drayton Valley, AB T7A 1S7

Contact Name: Susan O'Connor Title: Treasurer

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

Email: Telephone:

ORGANIZATION MANDATE

Description of the organization's mandate:

The Drayton Valley Horse club maintains and operates about 60 km of trails along the Pembina River (Pembina Riverside Trails)..These trails are our priority to allow horse riding recreation in our area.

STATED SERVICE

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

Each year for the past 30 years the club has sponsored a Trail Ride against Cancer which raises funds for the Drayton Valley Health Services Foundation who in turn provides support for obtaining patient care comfort items for our hospitals Cancer Unit. In the past funds have gone towards the Endoscopy program, purchase of an ice machine, blanket warmer to name a few.
We anticipate about 60 riders with two rides - one morning, one afternoon of about 10 km each on May 25th at our Pembina Riverside Trails.

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

As above. Over $ 200,000 has been raised with an average of $10,000. per year. 100% of the funds raised by running this ride, go to the Foundation and the local Cancer unit. The club has never held back any funds for expenses.

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

As outlined, persons receiving treatment at our hospital Cancer Unit would receive the benefit from comfort items and support programs.

SPONSORSHIP REQUEST

Reason for request from the Town:

Participants come from all over central and northern Alberta. Many return throughout the year to ride again, thus supporting local businesses for food, fuel etc.

Nature of the request and/or amount requested:

We are seeking funding that goes towards covering expenses for this event. As the riders come with sponsors/ donations for the ride, we have always tried to provide food for them. In the past the economy in this area was better and we had corporate donations to support us. As the club feels this is a very important event for our community, we have tried a couple of methods to support meal expenses -- two years ago the club sponsored the food and prizes and last year we asked to riders to purchase meal tickets with the club still expensing for the prizes.

We would like to request $1000.00

Please attach:

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

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

How will sponsoring organizations be recognized?

Recognition on the Drayton Valley Horse Club's web site
Write board displayed on the day of the Ride recognizing all our sponsors
Sponsorship board at the Trail Head of the Pembina Riverside Trails
Thankyou Ad in the Western Review

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.

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

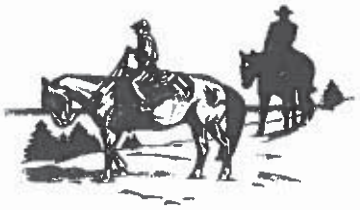
Applicant's Signature: __ ___ Date: March 25/19

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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



DRAYTON VALLEY
HORSE CLUB (1991)
BOX 7645, DRAYTON VALLEY, AB. T7A 1S7

Proposed budget for 2019 Cancer Ride:

Prizes $550.00

(items have been awarded for most $ raised, male, female, youth; furthest away oldest horse, oldest/youngest rider – these prize categories have encouraged participation and efforts towards getting dollars donated for the cause)

Meals $2100.00

(this includes coffee, muffins at registration; hotdogs/hamburgers for lunch; and usually beef on a bun/salads for supper)

Office $250.00

(includes printing of forms, postage although every effort is made to utilize social media)

TOTAL = $2900.00

Request has been made to Brazeau County and to DV Tourism Authority for $1000.00 each

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Drayton Valley Lamplighters Event Group

Name of Event: Drayton Valley Lamplighters Hockey Tournament - April 5, 6 and 7, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes - however budget included shows the 2017 Actual
benefit the community as a whole or a specific major group within the community	Proceeds from the event are going to the Seniors Handi-bus Initiative.
not duplicate past or present local services (unless a need can be demonstrated)	Similar concept to other fundraising hockey tournaments, but specific to goal for the funds raised.
provide equal access to the service without discrimination	Open registration to adults and free access to spectators
not already be receiving direct or indirect support from the Town for the stated service	The Lamplighters receive no other support from the Town.
address an identified need in the community or contribute to the common good of the community	Directly addresses the need for Specialized Transportation.
recognize the Town's contribution to the event or service sponsored	Slideshow presentation at event and advertisement in newspaper.
other revenue sources have been sought or obtained	Identified sources anticipated to be similar to previous years.

Additional Information	**Notes:**
Has the Town directly sponsored this event before?	Yes - $600 in 2017 - $1,000 in 2018
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Supported by Goals in the Social Development Plan and Community Sustainability Plan (specialized transportation)

Comments:

Requesting maximum funding in order to raise the remaining $29,000 to purchase the bus.

Recommendation to Council:

For Council Consideration.

DRAYTON VALLEY

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: March 10, 2019 Event Date: APRIL 5,6,7, 2019

Organization Name: Drayton Valley Lamplighters Events Group

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

Mailing Address: _

Contact Name: Terry Primeau Title: PRESIDENT

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

Email: _ Telephone:

ORGANIZATION MANDATE

Description of the organization's mandate:

Promote recreational sporting events within the community of Drayton Valley and surrounding area to improve social welfare and provide support to local charities, associations and community initiatives

STATED SERVICE

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

We are hosting a hockey tournament at the Omniplex April 5,6,7, 2019 with proceeds to the seniors handi-bus initiative

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

Proceeds to be donated towards the purchase of wheelchair friendly bus to be operated within the community of Drayton Valley and surrounding area

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

Financial support for the Seniors Handi-Bus Initiative providing rides to seniors and persons with mobility issues

SPONSORSHIP REQUEST

Reason for request from the Town:

To assist in the acquisition of seniors handi bus

Nature of the request and/or amount requested:

Requesting maximum funding in order to raise the remaining $29k in order to acquire the bus.

Please attach:

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

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

How will sponsoring organizations be recognized?

Sponsors will be recognized via power point slide show during the event and after the event via an advert in the western review thanking all the sponsors

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.

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

Applicant's Signatu

Date: March 10, 2015

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

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

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2017 Budget Info

Lamplighters Spring Classic

Facilities	Estimated	Actual
Ice Rental	($2,250.00)	-2,207.89
Referees @ $50	($450.00)	-450.00
Lounge Rental - Fri	($268.00)	-385.00
Lounge Rental - Sat	($385.00)	-385.00
Bar Rental - wknd	($200.00)	-150.00
Beer Garden - Sun	($143.00)	0.00
Totals	**($3,696.00)**	**-3,577.89**

Food		
Caterer - Sat	($3,690.00)	-3,987.90
Burgers - Sat	($150.00)	0.00
Burgers/Chilli - Sun	($150.00)	0.00
Food sales	$450.00	0.00
misc	$0.00	0.00
Totals	**($3,540.00)**	**-3,987.90**

Media		
Western Review	($325.00)	-418.95
Photos - Video		0.00
misc		0.00
Totals	**($325.00)**	**-418.95**

Player Items		
Jerseys	($2,112.00)	-3,294.00
Player Fees	$12,000.00	11,875.00
Banquet Guests	$2,500.00	2,600.00
Totals	**$12,388.00**	**11,181.00**

Entertainment		
Music - DJ	($75.00)	-75.00
Auction Items Purchase	shotgun - texas mickey	-580.84
Drive Home Service	($300.00)	0.00
Totals	**($375.00)**	**($655.84)**

Sponsor and Donor Cash		
Vermilion Energy		5,000.00
The Ferry Group		500.00
Parkway Enterprises		500.00
Retro Oilfield Services		500.00
I Well Oilfield Services		400.00
Newforce		400.00
Stetson Motors		350.00
Epic Resources		300.00
Tarpon		300.00
Western Pipeline Compliance		300.00
Big West Dodge		250.00
Hayduk Picker Serv		250.00
KPA		250.00
Lindale Truck Service		250.00
Co Operators Ins		200.00
Darrel Baird		200.00
Pressure Services Inc		200.00
Lambs Trucking		100.00
Totals	**0.00**	**10,250.00**

Lamplighters Spring Classic

Sponsor and Donor Auction Items

Raffle Licenses	($120.00)	-126.40
Misc raffle supplies	($50.00)	-121.96
Mr Mikes Rest	gift certficates - $100	Referees
Independent Grocery	Gift Card - $100	*did not receive*
Sobeys	beef for Chilli - $100	*did not receive*
Chiantis Rest	Gift Cert - $75	Crystal
Arlene Reid	Drive Home Serv - $300	-
Boston Pizza	3 pizzas - $50	-
Goldies Pizza	3 pizzas - $50	-
Kel Tech	2 way radios for event - $200	-
Mitch's Rest	3 pizzas - $50	-
Poplar Ridge Liquor Store	liquor at cost - $700	-
Pretty Pink Catering	save 3.00 /meal - $600	-
Rocket Express	pick up and delivery - $40	-
Three Knights	pizzas - $75	-
George Cook - Lodge	$1,000.00	1,900.00
Lamplighters Events Group	auction items - 580.84	820.00
Anthem Trucking	auction item - $700	503.00
Poplar Ridge Liquor Store	Beer Fridge - $300	375.00
Mixers Liquor Store	snowboard gear - $100	365.00
Western Solutions	gift certificate - $600	330.00
RPM	40" TV - $500	320.00
Plazza Liquor	Texas Mickey - $100	319.00
Intercon Messaging	slushi machine - $200	235.00
Independent Electric	Barbecue - $250	210.00
Gylander Insurance	PAL Insurance credit - $200	200.00
Hack Hamdon	wood shelf - $100	200.00
Brian & Amy Newberry	Camp Cooler - $200	170.00
Value Drug Mart	Hockey Print - $200	170.00
CanVac	McDavid Pic - $150	160.00
Weyerhaeuser	McDavid Pic - $150	140.00
Weyerhaeuser	Leafs Hockey prints - $300	130.00
DV Funneral Services	Wine / Urn - $300	120.00
Poplar Ridge Lumber	mens jacket - $100	120.00
Pure Chem Services	propane fire pit- $150	115.00
Home Hardware	ladies gift basket - $100	100.00
Miktye Trucking	Oilers picture - $75	100.00
Value Drug Mart	Chiefs Hockey print - 100	100.00
Your Choice Embroidery	Ogio duffle bag - $300	100.00
Go West Wireless	Ear Buds - $100	95.00
Calmar Fast Gas	fireworks - $100	90.00
Community Foundation	2017 race entry - 150	90.00
Daryle Schmidt Dog Training	Gift Cert for 4 hrs - $260	90.00
Black Cat Liquor Store	gift basket - $50	80.00
Brian & Amy Newberry	butcher board - $100	80.00
Labatts Brewery	misc - $500	80.00
Baynes Family Chiropractic	gift certificate - $100	70.00
Canadian Tire	Cooler - $40	50.00
The Brick	wooden truck - $100	50.00
United Truck & Machine	Hoody - $25	50.00
South Side Petro Can	steeped tea basket - $50	40.00
Horrizon Lawn & Garden	items $100	25.00
Measurement Inc	screwdriver set - $40	25.00
The Beer Locker	Gin basket - $40	20.00
Canadian Brewhouse	***Dinner - $100***	
DV Golf Club	***round for 2 - $140***	
misc		
Totals	**$9,505.00**	**7,988.64**

Lamplighters Spring Classic

Liquor			
Liquor	($2,300.00)	-3,580.54	
Liquor Sales	$4,600.00	7,360.00	
Liquor Sales		646.98	
Liquor License	($20.00)	-25.00	
PAL Insurance	($225.00)	-462.00	
Drive Home Service	($300.00)	0.00	
Misc bar supplies	($150.00)	-640.90	
Totals	**$1,605.00**	**3,298.54**	

Event Totals	**$15,562.00**	**$24,077.60**
Drayton Valley Food Bank	**$13,227.70**	**$20,465.96**
Lamplighters Hockey Club	**$778.10**	**$1,203.88**

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Drayton Valley Pro Rodeo Society

Name of Event: Drayton Valley Pro Rodeo - May 2 to 5, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	- Large spectator base - tourism potential - Dirt in arena will serve other groups such as 4-H
not duplicate past or present local services (unless a need can be demonstrated)	No other rodeo within Town limits.
provide equal access to the service without discrimination	Yes
not already be receiving direct or indirect support from the Town for the stated service	No other direct support.
address an identified need in the community or contribute to the common good of the community	Supports agricultural community and local community directly and indirectly.
recognize the Town's contribution to the event or service sponsored	Various forms of recognition, depending on date of contribution.
other revenue sources have been sought or obtained	Not indicated in application. Has applied to Brazeau County for the Community Event Grant as well.

Additional Information	Notes:
Has the Town directly sponsored this event before?	Yes - $2,000 in 2015 - $1,000 in 2016 - $1,500 in 2017 - $1,000 in 2018
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Supported by Goals in the Social Development Plan (heritage, tourism, diversity of leisure opportunities)

Comments:

Requesting $6,600 ($2,000 in insurance, $3,600 in Omniplex rent and $1,000 ambulance)

Recommendation to Council:

For consideration by Council.

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT

APPLICATION FORM

Date: Feb 17, 2019 Event Date: May 2-5th, 2019

Organization Name: Drayton Valley Pro Rodeo Society

Mailing Address: Box 5112 Drayton Valley, AB T7A 1R3

Contact Name: Carmen Pietsch Title: Treasurer

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

Email: _____ Telephone: _____

ORGANIZATION MANDATE

Description of the organization's mandate:

The Drayton Valley Pro Rodeo Society is a non-profit organization, dedicated to bringing the very best in rodeo to Drayton Valley and the surrounding areas. We are bringing the best cowboys and stock in North America to our community for everyone's western entertainment.

STATED SERVICE

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

Slack(extra entries) May 2nd, 2019 10am-3pm
Perf #1 May 3rd, 2019 7-10pm
Perf #2 May 4th, 2019 7-10pm
Perf #3 May 5th, 2019 2pm-5pm

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

We estimate that about 400 contestants, 4000 spectators, 4 4H groups at least 4 community groups(we are working with a group to have a rodeo week this year), Local food bank, 20 local rodeo personnel and the businesses in the town of Drayton Valley will benefit from us putting on our rodeo. We are supporting many local businesses by buying our supplies at them. We also have a family admission rate so the whole family can come out and enjoy the fun for very little money.

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

They will benefit by us having a rodeo- Contestants will have a rodeo to participate at to help them make it to the Canadian and National finals. Spectators will have reasonably priced entertainment. Drayton Valley Thunder can fundraise at their dance and beergardens. DV food bank will receive food and money for the people that need it. The town can show case Drayton Valley have their Chili cook off and have other groups supported by rodeo week events. The businesses is town will benefit by having more people in town to spend money.

SPONSORSHIP REQUEST

Reason for request from the Town:

We are looking at all levels of sponsorship and trying to pay for the rodeo which has a budget of over $100 000, so anywhere we can get funds at this difficult time would be greatly appreciated.

Nature of the request and/or amount requested:

We would like money to cover the rent of the Omniplex and our insurance.
Insurance is $2000
Rodeo Time Rent- $3600.00
Ambulance - $1000
The total we are applying for is $6600 but we would appreciate any money you can give us.

Please attach:

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

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

How will sponsoring organizations be recognized?

Depending on level of sponsorship the organizations will be recognized with• Flag in Grand Entry (Supplied by sponsor) • On poster if paid by March 1st and on radio/newspaper ads if paid by April 1st
• ad on Website and Company Logo on our website home page
• Full page ad in program
• Banner on announcer stand (Supplied by sponsor)or • 1 Chute sign on the chutes
•VIP Passes to rodeo weekend and sponsor night

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

1. The information provided is accurate.

2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.

3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

Applicant's Signature: Carmen Pietsch Date: Feb 17, 2019

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Elks 2019 Provincial Conference

Name of Event: Elks 2019 Provincial Conference - June 6 to 8, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Targets a specific major group within the community.
not duplicate past or present local services (unless a need can be demonstrated)	Does not duplicate an existing service.
provide equal access to the service without discrimination	Open to Elk members and spouses.
not already be receiving direct or indirect support from the Town for the stated service	Town is providing initial support by ordering purple and white flowers for hanging baskets.
address an identified need in the community or contribute to the common good of the community	Contributes to the common good of local community and greater community.
recognize the Town's contribution to the event or service sponsored	Ads in booklet - throughout Alberta, British Columbia and Yukon and on Silent Auction Items
other revenue sources have been sought or obtained	Sources identified with $1,435 obtained by date of application.

Additional Information	Notes:
Has the Town directly sponsored this event before?	No
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Supported by goals within the Social Development Plan (eg. volunteerism, tourism and citizen engagement)

Comments:

Requesting that flowers baskets that are hung be purple and white, advertise the conference on the Electronic Sign, labour to hang up other signage, pins, pens, maps and a discount on the rent of the MacKenzie Conference Centre.

Recommendation to Council:

For Council Consideration.

DRAYTON VALLEY

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT APPLICATION FORM

Date: October 2, 2018 Event Date: June 6-8, 2019

Organization Name: Elks 2019 Provincial Conference

Mailing Address: c/o Box 515, Breton, AB T0C 0P0

Contact Name: Diane Wilson Title: Co-Chair

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

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

Email: Telephone:

ORGANIZATION MANDATE

Description of the organization's mandate:

~~To~~ Dedicated to providing public service & charity work within our communities.

STATED SERVICE

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

June 6-8, 2019 - Mackenzie Centre & Curling Rink
2019 Alberta Elks Provincial Conference

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

Approx 150 delegates to attend conference from across Alberta, B.C & Whitehorse

- All businesses in Drayton Valley have the potential to benefit from the delegates.

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

Increased business.
Local shopping in community

SPONSORSHIP REQUEST

Reason for request from the Town:

- Flowers that are hung up to be purple & white
- Advertising the conference - (Welcome to the Elks) Electronic board,

Nature of the request and/or amount requested:

Labour to hang any sign
Pins, maps, pens.
Discount on rent from the Mackenzie Centee

Please attach:

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

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

How will sponsoring organizations be recognized?

Ads in booklet - throughout province, BC., Yukon
Advertising on silent auction items

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.

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

Applicant's Signature: _____ Date: Oct. 2, 2018

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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Budget

Item		Quantity	Proposed Expense	Proposed Income
Booklets	Diane	150	2500	
Registration	Neil		200	26250
Facilities	Arnout		2,000	
Rent				
Bar				
Sound			500	
Catering	Arnout		18,000	
Coffee breaks				
Lunches				
Suppers				
Entertainment	Bill/Jerry			
Friday night			500	
Saturday night			800	
Transportation	Bob	3-5 units		donated by dealerships
Advertising - Bags	Kim/Diane		1000	
Decorations			1600	
Insurance			600	
Tourism	Bob Shave		$1,200	
Total			28900	

E L K S

CANADA

LETTER OF INTRODUCTION

The Breton and Drayton Valley **Elks and Royal Purple Elks Lodges** are hosting the annual Provincial Elks Conference, in Drayton Valley on June 6-8, 2019.

Our National Charity, the **Elks and Royal Purple Fund for Children,** provides financial assistance to many children in need. Besides this major charity, we donate to such organizations as The Stollery Children's Hospital, Istar, Compassion House, Camp He Ho Ha, Minor Hockey, school lunch programs, hearing impaired children, Drayton Valley Hospital CT scanner, etc.

We expect approximately 150 delegates and their spouses, from all over Alberta, B.C. and Whitehorse to attend this BIG event. Each delegate will receive a souvenir copy of the conference program booklet in their registration package. What an opportunity to spread your ad across these regions. Besides booklet ads, we are looking for the following:

a. donation of items to add to the registration kit
b. silent auction items
c. any monetary donation

Members of our Advertisement and Fund Raising Committee will be happy to talk to you about any advertising or other assistance you are able to provide.

Ad size and price:

Business Card.....50.00 ½ page.....150.00

¼ page.....85.00 Full Page.....250.00

First page, Back Page or Booklet cover 325.00

Sincere thanks for any assistance you are able to give.

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

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

Arnout Steenhart, Conference Chairman

Diane Wilson, Co Chairman

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

Advertising Booklet

Donors	Location	Canvasser	Status	Turned Into Diane	Paid to Darren
A & W Drayton	DV	Arnout			
Advantage Manufacturing	DV	Arnout			
All Choice Rentals	DV	Lil			
Alsike Race Trac	Alsike	Kim			
Apex/Monarch	DV	Arnout			
Arctic Spas	Thorsby	Bob	Ad & Donation		
ATB Financial	Breton	Darren			
Bob Dale Oilfield Const.	DV	Arnout	Ad		
Brazeau County	DV	Diane			
Brazeau County Reeve (Bart)	DV	Lil			
Breton Auto Body	Breton	Marg			
Breton Bottle Depot	Breton	Neil			
Breton Dental Clinic	DV	Neil	1/2 Pg. Ad		
Breton Family Dining	Breton	Darren			
Breton Family Foods	Breton	Dennis			
Breton Golf Course	Breton	Diane			
Breton Hotel	Breton	Neil			
Breton Oilfield Services	Breton	Bob			
Breton Supermarket	Breton	Bob			
Breton Tru Value/AIF	Breton	Neil			
Canadian Tire	DV	Kim			
Century 21	DV	Arnout			
Cervus Credit Union	DV	Arnout			
Classic Embroidery	Winfield	Diane			
Cooperators	Breton	Darren			
Cream Compression	DV	Arnout			
Darren Scott Accounting	Breton	Darren			
Drayton Valley Ins. Agency	DV	Neil	1/4 pg. Ad	yes	
Drayton's Pride	DV	Arnold			
Dunn Right Communications	DV	Kim			
DV Home Hardware	DV	Kim			
DV Rentals	DV	Arnout			
Esso	DV				
Fountain Tire	DV	Arnout			
Frogbelly	DV	Diane			
Gazelles Oilfield	Breton	Neil	1/2 Pg. Ad		
Git R Dun	Breton	Bob			
Hair Book Salon	DV	Marg			
Hill 'n' Dale Insurance	Breton	Darren	1/4 pg. Ad	yes	85
HouseMaster	Breton	Neil	Business Card Ad	yes	
IDA Pharmacy	Breton	Marg			
Inkpot Press	DV	Diane			

Jocelyn's	DV	Kim			
Kalvin's Kar Kare	DV	Arnout			
K & B Feeds	Breton	Bob			
KDW Krafts & More		Karen			
Keyera	DV	Arnout			
Lambs	DV	Arnout			
Lindale Trucking	Carnwood	Bob	Ad		300
Market Printing	Breton	Diane	Gone out of business		
McDonald's		Kim			
Member of Parliament	Yellowhead	Neil			
Miktye Trucking		Diane	Silent Auction Item		
Miniely Tower Hughes Assoc.	Breton	Neil	Business Card Ad	yes	
MLA		Neil			
Moores Realty		Bob			
Mr Suds	Breton	Neil			
Mr. Mikes	DV	Lil			
Napa	DV	Arnout			
Natures Fuel Liquor Store	DV	Marg			
Nelson Bros.	DV	Arnout			
Northern Thunder Car Club	DV	Arnold			
OK Tire	DV	Arnout			
OTS		Bob			
Poplar Ridge Home Hardware	DV	Arnout			
Pressure Services	Alder Flats				
Ray B	Winfield	Diane	Silent Auction Item		
RCO		Kim			
Reid Law Office	DV	Arnout			
Remax Realty	DV	Arnout			
River Rock Grill	DV	Arnout			
Rocket Express	DV	Arnout			
Rocky Rapids Store	Rocky Rapids	Ethel	1/2 Pg. Ad	Yes	150
S & S Transport	Breton	Marg			
Safari Hair Design	DV	Ethel	Business Card Ad	Yes	50
Silver Springs Estates	Buck Lake	Diane			
Smith Hardware	Winfield	Diane	Silent Auction Item		
Sobeys/IGA	DV	Kim			
Soll Liquor	DV				
Strike Group	DV	Arnout	Sponsorship		500
Sud's Bucket	Breton	Neil	Business Card Ad	yes	
Sylvan Agencies		Neil			
Team Auction	DV	Arnold/Arnout			
Ted Beath Welding	DV	Arnout			
Teddy Bears Restaurant		Marg			
Telus		Kim			
The Car Washing Co.	DV	Kim			

the co-operators	DV	Arnout			
The Flower Farm	DV	Lil			
Three Knights	DV	Arnout			
Tim Hortons x 2	DV	Kim			
Timberland Auctions	Buck Creek	Diane			
Town of Drayton Valley	DV	Diane			
Tri Electric Ltd.	DV	Arnold			
TZ Krafts & More		Karen			
UFA		Bob			
United Truck		Arnout/ George			
Valley Concrete		Kim			
Village of Breton	Breton	Diane			
Vital Safety	DV	Kim			
Walmart	DV	Kim			
WC Trucking	Breton	Bob	Ad		300
White Bull	DV	Arnout			
Willows Construction	DV	Kim			
Winfield Feeds	Winfield	Diane	Ad	yes	50
Your Choice Embroidery	DV	Diane			
					1435
Rev. Mar. 5, 2019					

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Rotary Club of Drayton Valley

Name of Event: Annual Black & White Ladies Diamond Gala - March 2, 2019

CRITERIA	
Policy Requirements:	**Notes:**
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Several local beneficiaries are noted.
not duplicate past or present local services (unless a need can be demonstrated)	Does not duplicate another event.
provide equal access to the service without discrimination	Open to the public, although the event is marketed as a Ladies Gala.
not already be receiving direct or indirect support from the Town for the stated service	No direct support provided to the Club
address an identified need in the community or contribute to the common good of the community	Beneficiaries are local organizations that cater to a variety of community needs.
recognize the Town's contribution to the event or service sponsored	The event has already occurred.
other revenue sources have been sought or obtained	Yes, several targeted. Brazeau County has been confirmed for $1,000.

Additional Information	Notes:
Has the Town directly sponsored this event before?	Yes - $150 & $594(in-kind) in 2015 - $500 in 2016 - $500 in 2017
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Broadly meets goals in the Community Sustainability Plan and Social Development Plan for events and support of numerous community initiatives.

Comments:

Requesting up to $1,500.

Recommendation to Council:

For consideration by Council.

TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT

APPLICATION FORM

Date: Jan 4, 2019 Event Date: March 2, 2019

Organization Name: Rotary Club of Drayton Valley

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

Contact Name: Donna Palmer Title: Fundraising Chair

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

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

ORGANIZATION MANDATE

Description of the organization's mandate:

The Rotary Club of Drayton Valley is motivated to encourage, promote, support and build ongoing and new initiatives to instill positive lasting change in our community.

STATED SERVICE

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

8th Annual Black & White Ladies Diamond Gala
Saturday, March 2, 2019 - MacKenzie Conference Centre - 5:30 p.m.
The Black & White Ladies Diamond Gala is a glamorous, festive, social party specifically for Ladies. Activities include raffles, draws, live and silent auctions, photo booth, Hors d' oeuvres, champagne, bar, fine dining, decedent desserts, entertainment and dancing and personal care and service provided by more than 50 volunteers.

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

The community of Drayton Valley including Rotary House, Rotary Community BBQ's, Rotary Trails, Rotary Park, High School Vocational Scholarships, Hot Lunch at Elementary Schools, Youth Exchange, Interact, Rotary Youth Leadership, Rotary Youth Program of Enrichment, Canadian Tire Jumpstart, Community Paul Harris Awards, Brighter Futures / Family Resources Society, Drayton Valley Outreach School, Drayton Valley Performing Arts Festival and ongoing and new legacy projects!
Rotary strives to meet the needs of the community!

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

Rotary's involvment in the community enriches the lives of everyone who lives, works, plays, goes to school and visits Drayton Valley. Some of our past projects include: AB Literacy, EPAC Grande Piano, DVHCC Helipad Contribution, and the Rotary Branch Library.
International Projects: Educating children in Awaso, Ghana, brick making machine provided to Ogooma, Uganda, computers for Schools in Belize, Shelter Boxes to aid in Disaster Relief, Polio Plus Support (Eradicating Polio Worldwide).

SPONSORSHIP REQUEST

Reason for request from the Town:

Rotary has gratefully received support from the Town of Drayton Valley in the past receiving a small Grant in 2017. The Mayor and Council have historically participated as our "celebrity" guests since the beginning and have also purchased tables for staff. We can't stress enough how much we appreciate these contributions and could not enjoy any level of success without it!

Nature of the request and/or amount requested:

Rotary is requesting the Town of Drayton Valley contribute $1,000 to $1,500.

Please attach:

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

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

How will sponsoring organizations be recognized?

Sponsors are recognized in a Power Point Presentation that runs on all three screens in the MacKenzie Centre during the entire night of the event. Contributors are also listed on the back of the event program that is available at every seat. Special placards are done up for our sponsors that contribute to specific areas including the Diamond and Gold tables, the Diamond Ring Giveaway, Champagne Welcome, and Live Auction gifts as well as being recognized on the Silent Auction bid sheets. Following the event an ad is placed in the Western Review and Rotary Members hand deliver Thank you cards.

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.

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

Applicant's Signature: _ _ Date: JAN 7 / 2019

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

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

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT

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SUMMARY	BUDGET	ACTUAL
Total Income	$ 88,600.00	$ 107,730.00
Total Expenses	$ 43,768.96	$ 44,566.86
Difference	$ 44,831.04	$ 63,163.14

				Totals	
		BUDGET	ACTUAL	BUDGET	ACTUAL
REVENUE					
Sponsorship					
Toyota Sponsor Diamond table		1,200.00	1,200.00		
Gold Table Bailey's welding		1,000.00	1,000.00		
Ring Sponsor - TD Canada Trust		-	1,200.00		
H. Hamdon Stores part Oscar donator			500.00		
Northfork - Thunder Raffle		700.00	700.00		
Donations of Cash list attached			7,075.00		
Serenity Funeral home		650.00	650.00	3,550.00	12,325.00
Bar	2000@5.00	10,000.00	8,430.00	10,000.00	8,430.00
Table Ticket Sales	306@125.00	38,250.00	38,250.00	38,250.00	38,250.00
Photos	100@20 portion donated back	800.00		800.00	-
Jewlery Draw	150@20	3,000.00	2,460.00		
Dine Around	100@20	2,000.00	1,960.00		
Cold Hard Cash	100@40	4,000.00	3,960.00		
Diamond Table	200@20	4,000.00	4,340.00		
Summer Comfort	150@20 1/2 to Thunder	3,000.00	1,580.00		
Oscars Draw	100@100	10,000.00	5,700.00		
Silent Auction		10,000.00	9,725.00		
Gold Table Auction			5,600.00		
Golf Package			1,700.00		
Back Yard BBQ-Jenn Winter			3,200.00		
Kelowna Trip for 8 (Judy Ferrey)			4,000.00		
Detail on vehicle			800.00		
Jenna Palmer? Romantic night?			3,700.00	36,000.00	48,725.00
TOTAL		**88,600.00**	**107,730.00**		

EXPENSES				**Budget**	**Actual**
Meal by Cobblestone	320@50	16,000.00	16,000.00		
Food Presentation		200.00	-	16,200.00	16,000.00
Bar Mix from Alumni	POP	98.00	98.00		
Liquor License		200.00	200.00		
Bar		4,000.00	3,196.26		
Drive Home (Masons)		500.00	500.00		
Champagne		500.00	344.80	5,298.00	4,339.06
Advertising Posters		300.00	150.00		
Pamphlet for Evening/Coat Tags			331.96		
Thank you ad in Paper		400.00	350.00	700.00	831.96
Food for Band		150.00	315.00		
Band - 5 on the side		4,000.00	3,600.00	4,150.00	3,915.00
Decorations Flower Farm		6,500.00	7,026.87	6,500.00	7,026.87
Ketchup bottles for Dine Around Raffle 100@ 1.25		125.00	-	donated by White Bull	
Candy Necklace for the Jewlery Table tickets 150/15@1.00		100.00	15.00		
Globe for the Oscar Draw		200.00	36.00		
Lottery Tickets for cash Raffle		100.00	100.00		
Raffle License		84.00	84.00		
Summer Comfort Raffle		361.46	361.46		
Cash Draw		1,500.00	1,500.00		
Seed Packets for Summer Comfort		46.50	46.50		
Oscar Raffle Voucher		2,500.00	2,000.00		
Luggage tags for Oscar Raffle		404.00	404.00		
cost for live auction items		1,000.00	667.81		
cost for extra Silent Auction Items		1,000.00	947.69		
Diamond Table Gifts		-	889.04		
Gold Table Gifts		-	1,165.12		
Ring give away (includes appraisal)		1,000.00	837.35	8,420.96	9,053.97
Town of Drayton Valley		2,500.00	3,400.00	2,500.00	3,400.00
TOTAL		**$ 43,768.96**	**$ 44,566.86**		

THE ROTARY CLUB OF DRAYTON VALLEY - 7TH ANNUAL BLACK & WHITE LADIES DIAMOND GALA

THANK YOU TO ALL OUR SPONSORS

4 The Love of Nails
All Choice Rentals
Affinity Yoga Centre
Anytime Fitness
Apex Monarch Supply
Appara Shoes
ARC Resources Ltd
Ashling Murphy
ATB
B&B Liquor Store
BD Lock & Key
Beer Locker
Beyond Beauty
Big West Dodge Chrysler Ltd
BJ Electric
Black Cat Liquor Store
Bob Dale Oilfield Services
Boston Pizza
Brazeau County
Brenda Christie
Brian's Automotive Specialist Ltd
Cardium Theatre (Landmark Cinemas)
Carlson Roberts Seely
Century 21
Chantelle Martin - ATB Investor Services
Charmain Hammond
Chateau Lacombe Hotel-Edmonton
Christine Willoughby
Clutter Free Lifestyle Inc
Co-Operators Insurance
Coast Capri Hotel-Kelowna BC
Corner Cuts
Cougar Creek Golf Resort
Country Haven Kennels
Dawne Gunderson
Distibrution Now
DQ
Drayton Sand & Gravel
Drayton Valley Bakery & Café
Drayton Valley Community Foundation
Drayton Valley Family Dental
Drayton Valley Golf Club
Drayton Valley Home Hardware
Drayton Valley Insurance Agency
Drayton Valley Riggers Womens Rugby
Drayton Valley Storage Ltd
Drayton's Restaurant
Duncan & Craig LLP
Dunn Right Communications Inc
DV Eye Care / Dr Ledrew
Edward Jones Investments
Eighty Eight Clothing Co
Eleanor Pickup Art Centre
Epic Resources
Exhale Nails 'N' More
Ferrey Group Holdings Ltd
Fine Line Signs & Graphics
Fix It Naturally
Flooring Canada
Floors R Us
Fountain Tire
Gamma IT Solutions Inc.
Getzinger's Auto Body
Global Pet Foods
Go West Wireless
Goldies Chicken Plus Pizza
H Hamdon Stores
Hair Hut
HUB International Insurance Brokers
IGA Drayton Valley
Ink Pot Press Inc
Intercon Messaging Inc
Jocelyn's Your Independent Grocer
Judy Ferrey
Judy Forrest
John & Julie Mulligan
Julie's Windows Kitchens Bed & Bath Ltd
Justin Mayer
Kelvin's Car Care
Khal's Steakhouse & Lounge
Kimberly Bartek [5th Ave / Juice +]
LaForest Chiropractic
Lakeview Inn & Suites
Lamb's Trucking
Lash Tech / Cara Holmstrom
Malcolm Meditation & Message
Masala Grill
Meagan Klassen
Measurement Inc
Mike & Anne Murphy
Mitch's Family Restaurant
Mixers Liquor Store
Mr Mikes Steakhouse
Mulligan Registries Inc
Nature's Garden
Nelson Bros Oilfield Services Ltd
Nicole Kerby
North Fork Oilfield Services Ltd.
Oil Country Taphouse
On-The-Spot Photography
One Therapy for Body Mind & Spirit
Organic Solutions
Oriental Express Chinese
Panago Pizza
Paradise Trucking
Park Valley Pool
Petro Canada North
Petro Canada South
Pineridge Golf Resort & 9 Iron Grill
Plaza Liquor Store
Prestigious Imagineering
Prism Storage
Purely Hygiene
Puressence Salon & Spa
R&L Pumpjack
RBC Royal Bank
Regal Wine & Spirits
Reid Law Office
Rexall Drug Store
River Rock Grill
Rocky Rapids Store
Roger & Donna Palmer
Rosalie Hamilton
Rusty's Canadian Grille
Sabine & Webb LLP
Safari Hair Design
Sandman Signature South Hotels-Edmonton
Scotty's ESSO
Servus Credit Union Ltd
Shauna Swap-Mojilife
Sign-Tific Signs
Stetson Motors 2000 Ltd
Steve Holmstrom
Stiches & Dreams
Subway (Northside Location)
Sunlife Financial
Super 8 Drayton Valley
T Bones 2016 Specialty Foods Inc
T.L.C. Dog & Cat Grooming
Ted Beath Welding
The Brick
The Car Washing Co
The Flower Farm
The Karma Kollection
The Patty Cake Factory
The White Bull Café
Three Knight's
Tina Carlson - Pink Zebra
Total Works Health & Fitness Centre
Town of Drayton Valley
Tracy Denesiuk
Trestle Creek Golf Resort
Tri Electric Ltd
Val Thesen
Valley Fit n' Lean
Valley Mist Health
Value Drug Mart
Virgina Vickrey-Seacret
WareHouse One
You've Been Tipped
Your Choice Embroidery & Promo
Yozakura Japanese Restaurant
[Village at Pigeon Lake Businesses]
The Clothing Store
Backstreet Gifts & Antiques
Daisy McBean's
Village Creek Country Inn
Village Emporium
Essentials Spa

DIAMOND TABLE SPONSOR - DRAYTON VALLEY TOYOTA
DIAMOND RING SPONSOR - TD CANADA TRUST
GOLD TABLE SPONSOR - BAILEY'S WELDING & CONSTRUCTION
CHAMPAGNE WELCOME - SERENITY FUNERAL SERVICE
CHOCOLATE DIPPED STRAWBERRIES - BEEHIVE SUPPORT SERVICES

ROTARY CLUB OF DRAYTON VALLEY #317716

ROTARY EXECUTIVE & DIRECTORS 2018/2019

Last Name	First Name	Position	Phone	Support
Jeffery	Pat	President 2018/2019	FOIP Act; RSA 2000; Chapter F-25; section 17(	
Jeffery	Pat	President Elect 2018/2019		
Nikiforuk	Ron	Past President		
Thesen	Val	Secretary		
Monica	Samis	Treasurer		
Vatter	Jeannette	Administration Chair		
Bharti	Kuliasa	Membership Chair		
MacKinnon	Roger	Foundation Chair		
Labossiere	Ray	Service Projects Chair		
Tamboline	Elaine	Youth Services Chair		

BLACK & WHITE LADIES DIAMOND GALA COMMITTEE

Martin	Chantelle	Committee Chair	FOIP Act; RSA 2000; Chapter F-25; section 17(	
Martin	Chantelle	Financial Chair		
Palmer	Donna	Fundraising Chair		Rose Greiner
Thesen	Val	Fundraising & Advertising Admin		
Nikiforuk	Ron	Bar/Beverages Chair		
Klassen	Meagan	Food/Catering Chair		Jouan Blair
Schierman	Corissa	Volunteer Chair		Annette Driessen
Kerby	Nicole	Decorating Chair		Judy Forrest Patti Flinkman
Dempsey	Joy	Raffles & Live Auctions Chair		Monic Samis
Palmer	Donna	Silent Auction Chair		
Thesen	Val	Silent Auction Admin		
Dancey	Mardi	Tickets/Tabs Sales		
Vatter	Jeanette	Recording Secretary		

Information Items

10.0	Information Items	Pages 131-132
	10.1. STAR Catholic School Board Highlights – March 2019	132

MOTION:

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

Board Meeting Highlights – March 2019

DATES TO REMEMBER

Next Board Meeting

Wednesday,
April 17
10:30 a.m.
STAR Central Office
4906 50 Ave., Leduc, AB
The public is welcome at all Board meetings.

Board of Trustees

Michelle Lamer
Chair
Leduc

Henry Effon
Vice Chair
Wetaskiwin

Sandra Bannard
Drayton Valley

Shaun Meaden
Leduc

Liz Taylor-Sirois
Beaumont

Dan Svitich
Ponoka

Donna Tugwood
Lacombe

Presentations to the Board

The Board received presentations from students and administration of Christ the King and STAR Catholic Outreach on student life and how Catholic values are incorporated into their schools.

Long Range Planning Committee's Recommendations on Capital Plan

The Board supported recommendations of the Long Range Planning Committee on priorities for the Division's Capital Plan. The first priority is lobbying for the modernization of Christ the King School. The second is lobbying for the construction of a new Catholic high school in Beaumont.

Friars' 50th Anniversary Gala

The Board approved the purchase of two tickets to the Friars' 50th Anniversary Gala to support the fundraising efforts of fellow members of the Catholic community.

Graduation Mass Intentions

The Board approved special mass intentions and opted to coordinate Sunday massed to celebrate high school graduates of the 2018-2019 school year.

2019-2020 Fee Schedules

The Board approved both facility and instructional fees for the 2019-2020 school year.

Father Lacombe Modernization Update

The Board received an update on the modernization of Father Lacombe Catholic School. The modernization is now in the design phase. Community consultation results will be used to begin drafting design plans with the goal of having the project go to tender by February 2020.

Camp Encounter and Our Lady of Victory Camp Updates

The Board heard an update on the camps, which included plans for upgrades to facilities and programming at each camp.

GrACE Community Engagement Evenings

The Board discussed plans for promoting upcoming events to gather feedback from the community on how to advocate for and support Catholic education.