



## Agenda

- 1.0 Call to Order
- 2.0 Adoption of Agenda
- 3.0 Approval of 2020 Council Meeting Schedule 2-4
- 4.0 Council Committee Appointments
  - 4.1. External Council Committee Appointments 5-7
  - 4.2. Economic Development Committee Amending Bylaw 2019/14/C – Presented for First, Second, and Third Readings 8-11
- 5.0 Adjournment

# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION

<b>SUBJECT:</b>	Approval of 2020 Council Meeting Schedule
<b>MEETING:</b>	October 30, 2019 Organizational Meeting of Council
<b>PRESENTED BY:</b>	Winston Rossouw CAO

**1. PROPOSAL AND BACKGROUND:**

The following schedule (Attachment 1) is being proposed for the meetings listed below:

*Regular Meeting of Council*

- Usually every third week on a Wednesday, normally starting at 9:05 a.m.

*Governance and Priorities Committee Meeting*

- Wednesdays the week prior to the scheduled Regular Meeting of Council, normally starting at 9:00 a.m., as well as immediately following the Regular Meeting of Council

*Organizational Meeting of Council*

- October 28, 2020, normally starting at 9:00 a.m.

*Scheduled time for the Economic Development Committee Meeting*

- Usually the second Tuesday of every month, normally starting at 9:00 a.m.

*Scheduled time for Budget Meetings of Council*

- October 1, 2020, November 5, 2020, and November 24, 2020, normally starting at 9:00 a.m.
- December 9, 2020, Special Meeting of Council for 2021 Interim Budget, normally starting at 9:00 a.m.

**2. BUDGET / GRANT / RESOURCE IMPLICATIONS:**

Remuneration shall be in accordance with Council Remuneration Policy C-01-00.

**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	C-01-00 Council Remuneration Policy

**4. POTENTIAL MOTIONS:**




- A. That Council approve the proposed 2020 Meeting Schedule for Council/Committee meetings, as presented.
- B. That Council approve the proposed 2020 Meeting Schedule for Council/Committee meetings, with amendments to \_\_\_\_\_.

**5. RECOMMENDATION**

That Council approve the proposed 2020 Meeting Schedule for Council/Committee meetings.

**6. ATTACHMENTS:**

1. Proposed 2020 Meeting Schedule

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

# 2020

## Council Meeting Schedule

January						
S	M	T	W	T	F	S
			1 STAT	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10 STAT	11
12	13 STAT	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		
July						
S	M	T	W	T	F	S
			1 STAT	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
October						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12 STAT	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 STAT	18	19	20	21	22
23	24	25	26	27	28	29
May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 STAT	19	20	21	22	23
24	25	26	27	28	29	30
31						
August						
S	M	T	W	T	F	S
						1
2	3 STAT	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11 STAT	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				
September						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7 STAT	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25 STAT	26
27	28 STAT	29	30	31		

9:00 a.m. Regular Council Mtgs

9:00 a.m. Annual Organizational Meeting of Council

Governance & Priorities Mtgs.\*Every Third Wed 9:00 am  
\*\*Wed – Council Day (if needed)  
Following the Reg. Council Meeting

9:00 a.m. - 3:00 p.m. Economic Development Committee, the Second Tuesday of the month

9:00 a.m. Budget Meetings of Council

9:00 a.m. Special Meeting of Council for 2021 Interim Budget

FCM Annual Conference June 4-7, 2020, Toronto

AUMA Annual Convention September 23-25, 2020, Calgary

FCM Sustainability Conference October 20-22, 2020, St. John

# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION

<b>SUBJECT:</b>	External Council Committee Appointments
<b>MEETING:</b>	October 30, 2019 Organizational Meeting of Council
<b>PRESENTED BY:</b>	Winston Rossouw CAO

**1. PROPOSAL AND BACKGROUND:**

The list of External Council Committee Appointments for October 2019-October 2020 is presented for review and approval of Council representatives and alternates to each of these Committees.

It should be noted that at the May 17, 2000, Regular Meeting of Council, resolution #130/00 was passed, stating that the Mayor may designate any member of Council to attend any Committee meeting and vote on behalf of the Town. This Resolution was passed to ensure that all Committee meetings have a member of the Drayton Valley Town Council present and capable of voting on behalf of the Town. Rare instances do arise where both the appointed representative and the alternate are unable to attend a meeting.

**2. BUDGET / GRANT / RESOURCE IMPLICATIONS:**

Remuneration shall be in accordance with Council Remuneration Policy C-01-00.

**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	C-01-00 Council Remuneration Policy C-05-14 Boards and Committees to Council Policy

**4. POTENTIAL MOTIONS:**




- A. That Council approve the attached list of Council members and alternates being appointed to the Committees as presented, taking into consideration that the Mayor can designate any member of Council to attend any Committee meeting and vote on behalf of the Town.
- B. That Council approve the attached list of Council members and alternates being appointed to the Committees, with amendments to \_\_\_\_\_, taking into consideration that the Mayor can designate any member of Council to attend any Committee meeting and vote on behalf of the Town.

**5. RECOMMENDATION**

That Council approve the attached list of Council members and alternates being appointed to the Committees.

**6. ATTACHMENTS:**

- 1. External Council Committee Appointments October 2019-October 2020

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



**Town of Drayton Valley  
Council Committee Appointments  
October 2019-October 2020**

External Committee	Council Member	Council Alternate	Meeting Frequency	Members
Alberta Hemp Alliance (AHA)	Bill Ballas Corey Peebles	Amila Gammana	At the call of the chair	1 elected official rep from each of the 9 municipalities within the Steering Committee region
Aquatic Facility Committee	Bill Ballas Fayrell Wheeler	Nancy Dodds	Monthly as required	2 Town Council Reps, 2 County Council Reps, 2 Members at Large, Town & County Admin
Brazeau Foundation (BF)	Tom McGee	Nancy Dodds	Monthly (daytime)	1 Town Council Rep, 1 County Council Rep, 1 Breton Council Rep, 2 Members at Large
Drayton Valley Community Foundation (DVCF)	Amila Gammana	Nancy Dodds	3 <sup>rd</sup> Monday of every month	1 Town Council Rep
Drayton Valley Hospitality and Tourism Authority (DVHTA)	Corey Peebles Admin Rep – Director of Community Services	Bill Ballas	Second Friday every other month	1 Town Council rep (vote is shared between the Admin rep)
Drayton Valley Multicultural Association	Amila Gammana	Nancy Dodds	Monthly evening meetings (5:30-6:45 p.m.) or at the call of the Chair	1 non-voting Town Council rep
Drayton Valley Municipal Library (DVML) Board / Yellowhead Regional Library (YRL) Board	Fayrell Wheeler	Nancy Dodds	3 <sup>rd</sup> Thursday of every month	1 Town Council Rep, 1 County Council Rep, 3 to 5 Members at Large, Library Staff
Eagle Point Blue Rapids (EPBR) Parks Council	Tom McGee	Fayrell Wheeler	Monthly	1 Town Council Rep
Family and Community Support Services (FCSS) Advisory Board	Nancy Dodds	Corey Peebles	Quarterly and/or as required (daytime)	1 Town Council Rep, 1 County Council Rep, FCSS Staff, Members at Large
Healthy Communities Coalition (HCC)	Fayrell Wheeler	Bill Ballas	At the call of the chair	1 Town Council Rep
Homelessness and Poverty Reduction Strategy Committee	Nancy Dodds	Fayrell Wheeler	At the call of the chair	1 Town Council Rep, 1 County Council Rep, Members at Large
North Saskatchewan Watershed Alliance (NSWA) / Headwaters	Tom McGee	--- Admin Rep	approx. 9 times per year	1 Town Council Rep, 1 Town Admin
Pembina Physician Recruitment and Retention Committee	Amila Gammana	Corey Peebles	4 <sup>th</sup> Monday of every month	1 Town Council Rep, 1 County Council Rep, Members at Large

# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION

<b>SUBJECT:</b>	Economic Development Committee Amending Bylaw 2019/14/C Presented for First, Second, and Third Readings
<b>MEETING:</b>	October 30, 2019 Organizational Meeting of Council
<b>PRESENTED BY:</b>	Winston Rossouw CAO

**1. PROPOSAL AND BACKGROUND:**

Further to the external Committees which Council reviewed and established appointments to earlier today, there are internal Committees which Council established by Resolution or Bylaw. Based on the Bylaw or approved Terms of Reference some of the Committees have representation from community members at large and Administration instead of Council. The following is a summary of those Committees, noting that Resolution #130/00 stands for these Committees as well:

- Early Childhood Development Centre, established by Bylaw 2008/03/C; no Council representation, however, there are members at large appointed by Council;
- Sustainability Committee, Terms of Reference most recently updated by Resolution #012/19 from January 16, 2019, Regular Meeting of Council; no members at large appointed; Councillor Dodds and Councillor Wheeler were appointed to this internal Committee by Resolution #243/18.
- Economic Development Committee, established by Bylaw 2017/14/C; no members at large appointed, all of Council are part of the Committee.
- Additionally, Council passed Resolution #245/18 for future consideration of internal committees for Fire Services, Policing/Security, and Airport Development/Management.

Leading up to the Annual Organizational Meeting, Council recommended an amendment to the Economic Development Committee Bylaw 2017/14/C by designating the Deputy Mayor as Chair of the Committee. Therefore, Economic Development Committee Amending Bylaw 2019/14/C is presented for all three readings at this Organizational Meeting of Council to address above mentioned recommendation.

**2. BUDGET / GRANT / RESOURCE IMPLICATIONS:**

Remuneration shall be in accordance with Council Remuneration Policy C-01-00.

**3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:**

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	Yes	2017/14/C Economic Development Committee Bylaw
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	C-01-00 Council Remuneration Policy C-05-14 Boards and Committees to Council Policy



**4. POTENTIAL MOTIONS:**

**Options for the Economic Development Committee**

A. That Council give First Reading to Economic Development Committee Amending Bylaw 2019/14/C, as presented.

That Council give Second Reading to Economic Development Committee Amending Bylaw 2019/14/C, as presented.

That Council consider giving Third and Final Reading to Economic Development Committee Amending Bylaw 2019/14/C, as presented.

That Council Third and Final Reading to Economic Development Committee Amending Bylaw 2019/14/C, as presented.

B. That Council give First Reading to Economic Development Committee Amending Bylaw 2019/14/C, with following changes: \_\_\_\_\_.

That Council give Second Reading to Economic Development Committee Amending Bylaw 2019/14/C, as amended.

That Council consider giving Third and Final Reading to Economic Development Committee Amending Bylaw 2019/14/C, as amended.




That Council give Third and Final Reading to Economic Development Committee Amending Bylaw 2019/14/C, as amended.

C. That Council decline giving First Reading to Economic Development Committee Amending Bylaw 2019/14/C, as presented.

**5. RECOMMENDATION**

**6. ATTACHMENTS:**

DRAFT Economic Development Committee Amending Bylaw 2019/14/C

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

## **BYLAW NO. 2019/14/C**

### **Name of Bylaw: Economic Development Committee Amending Bylaw**

**WHEREAS** the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides for the establishment of any Board or Committee considered desirable by Council for the purpose of managing and operating, and advising in the management and operation of, any branch or any department of the municipality's services, and in the extension and improvement thereof;

**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 "Economic Development Committee Amending Bylaw" of the Town of Drayton Valley.

#### **PURPOSE**

2. The purpose of this Bylaw is to amend the Economic Development Committee Bylaw 2017/14/C to alter the designated chairperson and the alternate.
3. Section 9, Committee Procedures of Economic Development Committee Bylaw 2017/14/C is amended accordingly:

#### **"COMMITTEE PROCEDURES**

9. The Deputy Mayor will serve as the Chair of the Committee. If the Chair is not available, the Mayor shall act as the alternate Chair."

#### **INTERPRETATION**

4. Words used in the singular include the plural and vice-versa.
5. When a word is used in the masculine or feminine it will refer to either gender.
6. Words used in the present tense include the other tenses and derivative forms.

**SEVERABILITY**

7. If any provision of this Bylaw is held to 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 have force and come into effect from and after the date of third reading thereof.

Read a first time this \_\_\_\_ day of \_\_\_\_\_, 2019, A. D.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2019, A. D.

Read a third and final time this \_\_\_\_ day of \_\_\_\_\_, 2019, A. D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER