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# Agenda

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1. Call to Order
2. Adoption of Agenda
3. Decision Items:

3.1. Interim Chief Administrative Officer Employment Agreement	2
3.2. Interim Chief Administrative Officer Appointment	3

4. Adjournment

# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION

<b>SUBJECT:</b>	Interim Chief Administrative Officer Employment Agreement
<b>MEETING:</b>	Special Meeting of Council September 8, 2021
<b>PRESENTED BY:</b>	Administration on behalf of Council

**1. PROPOSAL AND BACKGROUND:**

An Employment Agreement between the Town of Drayton Valley and \_\_\_\_\_ is required in order for the role of Interim Chief Administrative Officer to be filled.

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

The 2021 Budget allows for the anticipated salary requirements as stipulated in the Employment Agreement.

**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	N/A	

**4. POTENTIAL MOTIONS:**

- A. That Council approve the Employment Agreement between the Town of Drayton Valley and \_\_\_\_\_, effective September 13, 2021.

**5. RECOMMENDATION**

**6. ATTACHMENTS:**

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION

<b>SUBJECT:</b>	Interim Chief Administrative Officer Appointment
<b>MEETING:</b>	Special Meeting of Council September 8, 2021
<b>PRESENTED BY:</b>	Administration on behalf of Council

**1. PROPOSAL AND BACKGROUND:**

With the approval of the Employment Agreement between the Town of Drayton Valley and \_\_\_\_\_, Council must pass a resolution to formally appoint \_\_\_\_\_ to the position of Interim Chief Administrative Officer for the Town of Drayton Valley.

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

The 2021 Budget allows for the anticipated salary requirements as stipulated in the Employment Agreement.

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



Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	Yes	Chief Administrative Officer Bylaw 2009/12/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	N/A	

**4. POTENTIAL MOTIONS:**

- A. That Council appoint \_\_\_\_\_ as the Interim Chief Administrative Officer for the Town of Drayton Valley, pursuant to the Chief Administrative Officer Bylaw 2009/12/A and effective September 13, 2021.
- B. That Council does not appoint an Interim Chief Administrative Officer for the Town of Drayton Valley pursuant to the Chief Administrative Officer Bylaw 2009/12/A.

**5. RECOMMENDATION**

**6. ATTACHMENTS:**

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:	