



Agenda

Call to Order

National Anthem

1.0	Additions to the Agenda	
2.0	Adoption of Agenda	
3.0	Corrections or Amendments:	
3.1.	October 6, 2021, Regular Meeting of Council Minutes	3-7
3.2.	October 6, 2021, Public Hearing Minutes Town of Drayton Valley-Brazeau County Intermunicipal Development Plan (IDP) Bylaw 2021/09/D	8-9
3.3.	October 27, 2021, Organizational Meeting of Council Minutes	10-11
4.0	Adoption of:	
4.1.	October 6, 2021, Regular Meeting of Council Minutes	
4.2.	October 6, 2021, Public Hearing Minutes Town of Drayton Valley-Brazeau County Intermunicipal Development Plan (IDP) Bylaw 2021/09/D	
4.3.	October 27, 2021, Organizational Meeting of Council Minutes	
5.0	Delegations / Administrative Updates	
5.1.	SBG Drayton Valley – Combative Sports Commission – Brad Kelly, Lee Mein	12
5.2.	DVB Aquatic Centre Committee – Laureen Bida, Dave Davie	13-14
5.3.	DV Free Press – Brandy Fredrickson	15
5.4.	Drayton Valley RCMP Stats – September 2021 – S/Sgt. Erin Matthews	115-126
6.0	Decision Items	Pages 16-88
6.1.	Board and Committee Appointments	
	• Brazeau Foundation Board Appointments – Community Member at Large for the Town of Drayton Valley	16-18
	• Drayton Valley Municipal Library Trustee Appointments	19-23
	• Family and Community Support Services (FCSS) Advisory Board Member Appointments	
	o Youth Representative	24-25
	o Senior Representative	26-27
	o Town Representative	28-29
6.2.	Library Budget 2022 with Appropriation Request	30-47
6.3.	Child Care Now	48-51
6.4.	New Aquatic Centre Amenity Sponsorship Rights Agreement for Approval	52-58
6.5.	Community Grants, Fourth Quarter Allocation	59-71
6.6.	AUMA Committee & Board of Director Position(s)	72-88

7.0	Department Reports	Pages 89-92
7.1.	Planning and Development	Ken Woitt 89
7.2.	Infrastructure and Engineering	Owen Olynyk 90
7.3.	Health and Safety	Shawna Law -
7.4.	Community Services and FCSS	Robert Osmond -
7.5.	Enterprise and Growth	Victor Bujor 91
7.6.	Protective and Emergency Services	Tom Thomson -
7.7.	Corporate Services and Finance	Elvera Thomson 92
7.8.	CAO/Administration	Robert Osmond -
8.0	Council Reports	
8.1.	Deputy Mayor McGee	
8.2.	Councillor Ballas	
8.3.	Councillor Gammara	
8.4.	Councillor Clarke	
8.5.	Councillor Evans	
8.6.	Councillor Sherriffs	
8.7.	Mayor Dodds	
9.0	Information Items	Pages 93-126
9.1.	Sustainability Committee Meeting Notes – June 22, 2021, July 5, 2021, August 4, 2021, and August 24, 2021	94-102
9.2.	Drayton Valley Municipal Library Meeting Minutes – August 19, 2021	103-106
9.3.	STAR Catholic School Board Meeting Highlights – October 2021	107
9.4.	Brazeau Foundation Meeting Minutes – September 16, 2021	108-111
9.5.	Childcare Operational Board Meeting Minutes – June 25, 2021	112-114
9.6.	Drayton Valley RCMP Stats – September 2021	115-126
10.0	Adjournment	



Meeting Minutes

THOSE PRESENT:

Mayor Doerksen
Councillor Ballas
Councillor Dodds
Councillor Gammana
Deputy Mayor McGee
Councillor Peebles
Councillor Wheeler
Robert Osmond, Interim CAO
Elvera Thomson, General Manager of Finance
Ken Woitt, General Manager of Planning and Development
Owen Olynyk, General Manager of Infrastructure
Derek Starnes, Recreation and Omniplex Manager

Tom Thomson, Fire Chief
Victor Bujor, General Manager of Enterprise and Growth
Nathan Palovcik, Manager of Information Services
Bree Mastre, Executive Assistant
Sabine Landmark, Administrative Assistant
Shawna Law, Manager Health and Safety
S/Sgt. Erin Matthews, RCMP
Graham Long, Drayton Valley and District Free Press (Call-In)
Cathy Weetman, Drayton Valley Western Review (Call-In)
Mark Cappis, Big West Country (Call-In)

ABSENT:

CALL TO ORDER

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

1.0 Additions to the Agenda

Following items were added to the Agenda:

- 7.1. Delegations: RCMP – S/Sgt. Erin Matthews
- 8.2. Combative Sports Commission Bylaw, Presented for First Reading was moved to a Closed Session pursuant to FOIP section 16(1)

The numbering was adjusted accordingly.

2.0 Adoption of Agenda

RESOLUTION #188/21

Councillor Dodds moved to adopt the Agenda for the October 6, 2021, Regular Meeting of Council, as amended.

CARRIED

3.0 Corrections or Amendments:

3.1. September 15, 2021, Regular Meeting of Council Minutes

There were no corrections or amendments to the September 15, 2021, Regular Meeting of Council Minutes.

3.2. September 15, 2021, Public Hearing Minutes Town of Drayton Valley Clean Energy Improvement Tax Bylaw 2021/11/A

There were no corrections or amendments to the September 15, 2021, Public Hearing Minutes for the Town of Drayton Valley Clean Energy Improvement Tax Bylaw 2021/11/A.

**Regular Meeting of Council
Minutes of October 6, 2021
Page 2 of 5**

- 3.3. September 15, 2021, Public Hearing Minutes Direct Control One (DC-1) Commercial, Farmers' Market Bylaw 2021/06/D
There were no corrections or amendments to the September 15, 2021, Public Hearing Minutes for the Direct Control One (DC-1) Commercial, Farmers' Market Bylaw 2021/06/D.
- 3.4. September 15, 2021, Public Hearing Minutes Discretionary Use & Variance at 5733 50 Ave (Lot 3; Block 32; Plan 6327HW) - Development Permit Application DV21-042
There were no corrections or amendments to the September 15, 2021, Public Hearing Minutes for the Discretionary Use & Variance at 5733 50 Ave (Lot 3; Block 32; Plan 6327HW) - Development Permit Application DV21-042.
- 3.5. September 15, 2021, Public Hearing Minutes Discretionary Use at 6204-58 Ave (Lot 1; Block 15; Plan 1323539) - Development Permit Application DV21-041
There were no corrections or amendments to the September 15, 2021, Public Hearing Minutes for the Discretionary Use at 6204-58 Ave (Lot 1; Block 15; Plan 1323539) - Development Permit Application DV21-041.
- 3.6. September 22, 2021, Special Meeting of Council Minutes
There were no corrections or amendments to the September 22, 2021, Special Meeting of Council Minutes.
- 3.7. September 29, 2021, Special Meeting of Council Minutes
There were no corrections or amendments to the September 29, 2021, Special Meeting of Council Minutes.

4.0 Adoption of:

- 4.1. September 15, 2021, Regular Meeting of Council Minutes
- 4.2. September 15, 2021, Public Hearing Minutes Town of Drayton Valley Clean Energy Improvement Tax Bylaw 2021/11/A
- 4.3. September 15, 2021, Public Hearing Minutes Direct Control One (DC-1) Commercial, Farmers' Market Bylaw 2021/06/D
- 4.4. September 15, 2021, Public Hearing Minutes Discretionary Use & Variance at 5733 50 Ave (Lot 3; Block 32; Plan 6327HW) - Development Permit Application DV21-042
- 4.5. September 15, 2021, Public Hearing Minutes Discretionary Use at 6204-58 Ave (Lot 1; Block 15; Plan 1323539) - Development Permit Application DV21-041
- 4.6. September 22, 2021, Special Meeting of Council Minutes
- 4.7. September 29, 2021, Special Meeting of Council Minutes

RESOLUTION #189/21

Councillor Gammana moved to adopt the Minutes of the September 15, 2021, Regular Meeting of Council; September 15, 2021, Public Hearing for the Town of Drayton Valley Clean Energy Improvement Tax Bylaw 2021/11/A; September 15, 2021, Public Hearing for the Direct Control One (DC-1) Commercial, Farmers' Market Bylaw 2021/06/D; September 15, 2021, Public Hearing for the Discretionary Use & Variance at 5733 50 Ave (Lot 3; Block 32; Plan 6327HW) - Development Permit Application DV21-042; September 15, 2021, Public Hearing for the Discretionary Use at 6204-58 Ave (Lot 1; Block 15; Plan 1323539) - Development Permit Application DV21-041; September 22, 2021, Special Meeting of Council; and September 29, 2021, Special Meeting of Council, as presented.

CARRIED

Regular Meeting of Council
Minutes of October 6, 2021
Page 3 of 5

5.0 Proclamations

5.1. Cerebral Palsy Day, October 6, 2021

Mayor Doerksen proclaimed October 6, 2021, as Cerebral Palsy Day in the Town of Drayton Valley.

5.2. Energy Efficiency Day, October 6, 2021

Mayor Doerksen proclaimed October 6, 2021, as Energy Efficiency Day in the Town of Drayton Valley.

6.0 Public Hearings

6.1. Town of Drayton Valley-Brazeau County Intermunicipal Development Plan (IDP) Bylaw 2021/09/D

A separate set of minutes was recorded for this item.

7.0 Delegations

7.1. Drayton Valley RCMP – S/Sgt. Erin Matthews

S/Sgt. Matthews thanked Council for the cooperation over the last four years of their term.

8.0 Decision Items

8.1. Town of Drayton Valley-Brazeau County Intermunicipal Development Plan (IDP) Bylaw 2021/09/D, Presented for Second and Third Reading

RESOLUTION #190/21

Councillor Dodds moved that Council give Second Reading to proposed Town of Drayton Valley-Brazeau County Intermunicipal Development Plan (IDP) Bylaw 2021/09/D, as amended.

CARRIED

RESOLUTION #191/21

Councillor Ballas moved that Council give Third and Final Reading to proposed Town of Drayton Valley-Brazeau County Intermunicipal Development Plan (IDP) Bylaw 2021/09/D, as amended.

CARRIED

RESOLUTION #192/21

Councillor Wheeler moved that Council rescind Bylaw IDP 2020/03/D and IDP 2011/17/D.

CARRIED

8.2. Combative Sports Commission Bylaw 2021/12/C, Presented for First Reading

RESOLUTION #193/21

Councillor Dodds moved that Council move to a Closed Session at 9:24 a.m. for item 8.2. of the October 6, 2021, Regular Council Meeting Agenda, pursuant to section 16(1) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

Mr. Osmond was present for item 7.2. to provide Council advice.

Mr. Starnes was present for item 7.2. to provide Council advice.

Fire Chief Thomson was present for item 7.2. to provide Council advice.

Mr. Bujor was present for item 7.2. to provide Council advice.

Mr. Woitt was present for item 7.2. to provide Council advice.

Mr. Olynyk was present for item 7.2. to provide Council advice.

Mrs. Thomson was present for item 7.2. to provide Council advice.

Mr. Palovcik was present for item 7.2. to provide IT support.

**Regular Meeting of Council
Minutes of October 6, 2021
Page 4 of 5**

*Mrs. Mastre was present for item 7.2. to provide Council support.
Mrs. Landmark was present for item 7.2. to record any outcome.*

RESOLUTION #194/21

Councillor Gammana moved that Council come out of Closed Session at 9:46 a.m.

CARRIED

*Mayor Doerksen called a break at 9:47 a.m.
Mayor Doerksen reconvened the meeting at 9:57 a.m.*

RESOLUTION #195/21

Councillor Peebles moved that Council give First Reading to Combative Sports Commission Bylaw 2021/12/C, as presented.

CARRIED

8.3. FortisAlberta Inc. and ATCO Gas and Pipelines Ltd. Franchise Fee Revenue

RESOLUTION #196/21

Councillor Wheeler moved that Council accept the report for information and make no changes to the FortisAlberta Inc. and ATCO Gas and Pipelines Ltd. Franchise Fees.

CARRIED

9.0 Department Reports

9.1. Planning and Development

Mr. Woitt provided an update of the activities in the Planning and Development department.

9.2. Infrastructure and Engineering

Mr. Olynyk provided an update from the Engineering, Water Treatment Plant, and Public Works departments.

9.3. Health and Safety

Ms. Law provided an update from the Health and Safety department.

9.4. Community Services and FCSS

Mr. Osmond advised that an interim plan with the Community Services department has been established and the recruitment process for the General Manager position is ongoing.

9.5. Protective and Emergency Services

Fire Chief Thomson presented Council with the stats for the months of July and August. He noted that the Fire Services are actively recruiting at the moment.

9.6. Corporate Services and Finance

Mrs. Thomson provided an update from the Finance department.

9.7. CAO/Administration

Mr. Osmond noted that he visited various facilities of the organization and is working with Mrs. Landmark on the orientation schedule for the new Council.

10.0 Council Reports

10.1. Deputy Mayor McGee

- Meeting with Metalnecks

**Regular Meeting of Council
Minutes of October 6, 2021
Page 5 of 5**

10.2. Councillor Wheeler

- Sustainability Committee meeting

10.3. Councillor Ballas

- September 16 – Economic Development Committee meeting
- September 17 – Recreation Committee meeting
- September 19 – Alumni hockey game
- September 21 – Fire truck donation
- September 23 – PSF Committee meeting
- September 27 – Alberta Hemp Alliance meeting
- September 29 – Special Meeting of Council, Governance & Priorities Committee meeting
- October 5 – Economic Development Committee meeting

10.4. Councillor Peebles

- Call with Mayor of Town of Drumheller re: National Childcare Program

10.5. Councillor Dodds

- Alumni hockey game
- Sustainability Committee meeting
- Meeting with the University of Alberta
- Creating Inclusive Economies Conference

10.6. Councillor Gammana

- September 19 – Alumni hockey game
- September 22 – Meeting with the University of Alberta
- September 22 – Fire truck donation
- September 23 – PSF Committee meeting
- September 28 – Creating Inclusive Economies Conference

10.7. Mayor Doerksen

- Thanked Council, Administration, and Community

11.0 Information Items

11.1. Drayton Valley Recreation Committee – August 11, 2021

11.2. Economic Development Committee Meeting Minutes – August 19, 2021

11.3. Brazeau Foundation Minutes – August 19, 2021

11.4. STAR Catholic School Board Meeting Highlights – September 2021

11.5. Drayton Valley / Brazeau County Fire Services Stats – July and August 2021

RESOLUTION #197/21

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

CARRIED

12.0 Adjournment

Mayor Doerksen adjourned the meeting at 11:30 a.m.

MAYOR

INTERIM CHIEF ADMINISTRATIVE OFFICER

MINUTES OF PUBLIC HEARING

October 6, 2021
BYLAW 2021/09/D

THOSE PRESENT:

Mayor Doerksen
Councillor Ballas
Councillor Dodds
Councillor Gammana
Deputy Mayor McGee
Councillor Peebles
Councillor Wheeler
Robert Osmond, Interim CAO
Elvera Thomson, General Manager of Finance
Ken Woitt, General Manager of Planning and Development
Owen Olynyk, General Manager of Infrastructure

Nathan Palovcik, Manager of Information Services
Bree Mastre, Executive Assistant
Sabine Landmark, Administrative Assistant
Tom Thomson, Fire Chief
Victor Bujor, General Manager of Enterprise and Growth
S/Sgt. Erin Matthews, RCMP
Graham Long, Drayton Valley and District Free Press (Call-In)
Cathy Weetman, Drayton Valley Western Review (Call-In)
Mark Cappis, Big West Country (Call-In)

ABSENT:

ITEM

Bylaw No. 2021/09/D – Town of Drayton Valley-Brazeau County Intermunicipal Development Plan (IDP) Bylaw

CALL TO ORDER

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

PURPOSE OF THE PUBLIC HEARING

To receive comments, concerns, and questions from the public regarding the proposed IDP Bylaw 2021/09/D. If given second and third reading, IDP Bylaw 2021/09/D will adopt the new Brazeau-Drayton Valley Intermunicipal Development Plan. Additionally, upon passing of IDP Bylaw 2021/09/D, the following IDP Bylaws will be rescinded:

1. IDP 2020/03/D;
2. IDP 2011/17/D.

BACKGROUND

At the August 18, 2021, Regular Meeting of Council, Town of Drayton Valley Council gave First Reading to Bylaw 2021/09/D which if approved (through Second and Third Readings) will adopt the new Brazeau County-Drayton Valley Intermunicipal Development Plan (IDP). IDP 2020/03/D was adopted by Town Council at its Regular Meeting held on March 18, 2020. However, as Brazeau County Council tabled the IDP (as Bylaw 1049-20) at its Regular Council meeting held in April 2020, existing IDP 2011/17/D remained in effect. The main point of contention for Brazeau County was the extent of the Plan Area.

Notification of IDP Bylaw 2021/09/D, requesting comments from the public, and advising them of the Public Hearing, has been provided 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.

CALL FOR COMMENTS FROM THE FLOOR

There were no comments from the floor.

CALL FOR COMMENTS OR WRITTEN SUBMISSIONS

There was no written submission received.

ADJOURNMENT

Mayor Doerksen declared the Public Hearing closed at 9:13 a.m.

MAYOR

INTERIM CHIEF ADMINISTRATIVE OFFICER

DRAFT



Meeting Minutes

THOSE PRESENT:

Mayor Dodds	Tom Thomson, Fire Chief
Councillor Ballas	Victor Bujor, General Manager of Enterprise and Growth
Councillor Clarke	Nathan Palovcik, Manager of Information Services
Councillor Evans	Berkley Hofmann, Intermediate Help Desk Analyst
Councillor Gammana	Sabine Landmark, Administrative Assistant
Deputy Mayor McGee	Cathy Weetman, Drayton Valley Western Review (Call-In)
Councillor Sherriffs	Mark Cappis, Big West Country (Call-In)
Robert Osmond, Interim CAO	
Elvera Thomson, General Manager of Finance (Call-In)	
Ken Woitt, General Manager of Planning and Development	
Owen Olynyk, General Manager of Infrastructure	

ABSENT:

1.0 CALL TO ORDER

Mayor Dodds called the meeting to order at 9:00 a.m.

Mr. Osmond added an in camera session between item 5.0 and 6.0 under FOIP section 24.

2.0 Adoption of Agenda **RESOLUTION #198/21**

Councillor McGee moved to adopt the Agenda for the October 27, 2021, Organizational Meeting of Council, as presented.

CARRIED

3.0 Appointment of Deputy Mayor **RESOLUTION #199/21**

Councillor Gammana moved that Council approve the appointment of Councillor Tom McGee as the Deputy Mayor for the period October 27, 2021 – June 30, 2022.

CARRIED

4.0 Approval of 2022 Council Meeting Schedule **RESOLUTION #200/21**

Councillor Evans moved that Council approve the proposed 2022 Meeting Schedule for Council/Committee meetings, as presented.

CARRIED

5.0 Approval of Signing Authorities **RESOLUTION #201/21**

Councillor Gammana moved that the signing authorities for the Town of Drayton Valley be as follows, effective October 27, 2021: The Municipal Corporation of the Town of Drayton Valley resolves that any one of the following – Mayor Nancy Dodds, Councillor Tom McGee, Councillor Bill Ballas, Councillor Amila Gammana, Councillor Colin Clarke, Councillor Rick Evans, Councillor Monika Sherriffs; along with any one of the following individuals with the

**Organizational Meeting of Council
Minutes of October 27, 2021
Page 2 of 2**

following titles from Administration – Chief Administrative Officer; Assistant Chief Administrative Officer; General Manager of Finance; Finance Manager; or any person designated by the Chief Administrative Officer in writing – are hereby authorized for and in the name of the Corporation to draw, endorse, accept, sign and make all or any bills of exchange, cheques, promissory notes and order for the payment of money, and other instruments whether negotiable or not for deposit or collection for the credit of the Corporation only with the bankers of the Corporation, and that the Chief Administrative Officer or any person designated by the Chief Administrative Officer in writing, may arrange, settle and certify all books and accounts between the Corporation and its bankers and sign receipts for vouchers; and, with regard to documents relating to Administration, the Chief Administrative Officer or designate be authorized in writing, to sign such instruments.

CARRIED

**5.5 ADDITION: In Camera Session
RESOLUTION #202/21**

Councillor McGee moved that Council move to a Closed Session at 9:13 a.m. for Item 5.5 of the October 27, 2021, Organizational Council Meeting Agenda, pursuant to section 24 of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

Mr. Osmond was present to provide Council advice.

RESOLUTION #203/21

Councillor McGee moved that Council move out of Closed Session at 9:57 a.m.

CARRIED

Mayor Dodds called a break at 9:58 a.m.

Mayor Dodds reconvened the meeting at 10:38 a.m.

6.0 Approval of Council Committee Appointments

RESOLUTION #204/21

Councillor McGee moved that Council approve the attached list of Council members and alternates being appointed to the external 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.

CARRIED

RESOLUTION #205/21

Councillor Ballas moved that internal committees be deferred and that new terms of reference be provided to Council for their consideration by November 24, 2021.

CARRIED

7.0 Adjournment

Mayor Dodds adjourned the meeting at 11:27 a.m.

MAYOR

INTERIM CHIEF ADMINISTRATIVE OFFICER



Town of Drayton Valley

Delegation Request Form

Name(s): Brad Kelly and Lee Mein
Organization: SBG Drayton Valley
Contact Number: 780 238 3889 Contact E-mail: sbgdraytonvalley@gmail.com
Mailing Address: 5005 49 street, Drayton Valley, AB, T7A 1E2

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

- ☒ Council Meeting
☒ Governance & Priorities Committee Meeting
☐ Special Meeting/Presentation
☐ Administration Meeting

* Request must be received a minimum of TWO WEEKS prior to the meeting being requested for; please refer to the Meeting Schedule for dates

Reason for Requesting Delegation:

(information only, request for funding, concern, etc)

Provide information and Q&A discussion in regards to the Town of Drayton Valley Combative Sports Commission. Lee Mein will be representing the potential Promoter, as well as having decades of experience as a fighter, a promoter, writing bylaws and commissions for other municipalities.

Additional Information Provided

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

Previous information and discussions have taken place on this topic.

Please indicate any preference you have for meeting:

Appears that November 3rd is the nearest meeting of these types.

Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST



Town of Drayton Valley

Delegation Request Form

Name(s): Laureen Bida, Dave Davie
 Organization: DVB Aquatic Centre Committee
 Contact Number: 780-898-9535 Contact E-mail: dvbaquatic@gmail.com
 Mailing Address: c/o Site 416 Box 1 Comp 4, R.R.3 Drayton Valley, AB
T7A 2A3

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

- ☒ Council Meeting
☐ Governance & Priorities Committee Meeting
☐ Special Meeting/Presentation
☐ Administration Meeting

* Request must be received a minimum of TWO WEEKS prior to the meeting being requested for; please refer to the Meeting Schedule for dates

Reason for Requesting Delegation:

(information only, request for funding, concern, etc)

Information - Fundraising, Sponsorship / Donations,
& Grants
Concern - Sponsorship opportunity with Hoyerhaeuser
Project Wish List - Water Slide and Diving Board
Bouldering Traverse Wall

R.B.

Additional Information Provided

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

Project Summary (Master Financial)

Please indicate any preference you have for meeting:

November 3, 2021

Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST

Master Financial

Project Summary

Project Summary as of:	Pledged	Secured	Change in Secured since last meeting 2021-09-07
2021-10-15			
Capital Cost Budget as of Oct 28, 2020			
21,936,935.00 [1]			
Funds Pledged or Secured	19,306,756.38	891,304.80	
Capital Reserve	264,663.00	264,663.00	
Grants	18,033,147.83	8,680.00	
Sponsorships	900,000.00	509,016.22	75,000.00
Donations	85,846.14	85,846.17	30,994.00
Fundraising	8,848.38	8,848.38	-2,393.80
Interest	14,251.03	14,251.03	
Funds Required to meet Budget	2,630,178.62	21,045,630.20	103,600.20



Town of Drayton Valley

Delegation Request Form

Name(s): Brandy Fredrickson
 Organization: Drayton Valley and District Free Press
 Contact Number: 780-898-1541 Contact E-mail: _____
 Mailing Address: 4867-54 Ave Drayton Valley

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

- ☒ Council Meeting
- ☐ Governance & Priorities Committee Meeting
- ☐ Special Meeting/Presentation
- ☐ Administration Meeting

* Request must be received a minimum of TWO WEEKS prior to the meeting being requested for; please refer to the Meeting Schedule for dates

Reason for Requesting Delegation:

(information only, request for funding, concern, etc)

To meet the new council, and brief the council on Free Press monthly circulation statistics.

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:	Brazeau Foundation Board Appointment – Community Member at Large for the Town of Drayton Valley
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Robert Osmond Interim CAO

1. PROPOSAL AND BACKGROUND:

Brazeau Foundation is an organization which manages social housing programs in Drayton Valley and surrounding area. Operations for the Foundation are mandated through a Provincial Ministerial Order and governed by a local Board of Directors (Attachment 1). Social housing programs offered include the Shangri-La Lodge; Senior Apartments Projects; Family/Individual Housing Programs; and the Direct to Tenant Rent Supplement Program. These programs all have separate reporting requirements and separate budgets.

The Brazeau Foundation Board of Directors composition, as outlined in the Ministerial Order for the Brazeau Foundation Board and confirmed by their Executive Director, consists of the following membership (comprised of three (3) elected officials and two (2) appointed Members at Large):

- Two (2) members from the Town of Drayton Valley;
- Two (2) members from Brazeau County; and
- One (1) member from the Village of Breton.

The membership for Mrs. Jeannette Vatter, Community Member at Large for the Town of Drayton Valley, expires as of October 31, 2021. The position was advertised in the Drayton Valley Western Review, as well as, on the Town's website and Facebook pages. One (1) application for re-appointment from Mrs. Jeannette Vatter (Attachment 2) has been received.

2. IMPLICATIONS:

2.1. Financial:

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

2.2. Legal/Risk:

There are no anticipated legal implications.

2.3. Organizational:

Administration will notify the appropriate staff to ensure the mailing lists are updated based on Council's decision.

2.4. Service Levels:

Administration will notify the appropriate organizations to ensure the mailing lists are updated based on Council's decision.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

Administration will notify the appropriate staff and organizations to ensure the mailing lists are updated based on Council's decision.

4. NEXT STEPS:

Administration will notify the appropriate staff and organizations to ensure the mailing lists are updated based on Council's decision.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	
Municipal Bylaws	
Other Plans or Policies	Council Remuneration Policy C-01-00 Boards and Committees to Council Policy C-05-14

6. POTENTIAL MOTIONS:




- A. That Council appoint Mrs. Jeannette Vatter as a Community Member at Large for the Town of Drayton Valley on the Brazeau Foundation Board for a one (1) year term, ending October 31, 2022.
- B. That Council direct Administration to re-advertise the position for the Community Member at Large for the Town of Drayton Valley on the Brazeau Foundation Board.

7. RECOMMENDATION:

Administration recommends re-appointing Mrs. Jeannette Vatter to allow the Brazeau Foundation to continue their operations.

8. ATTACHMENTS:

1. Excerpt Ministerial Order for the Brazeau Foundation
2. Application from Mrs. Jeannette Vatter - distributed separately

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

A P P E N D I X

Brazeau Foundation

1. Brazeau Foundation (hereafter referred to as the "management body") is hereby established as a management body.
2. The members of the management body are as follows:
 - Town of Drayton Valley
 - Municipal District of Brazeau No. 77
 - Village of Breton
3. (1) The management body shall be governed by a board (hereafter referred to as "the board"), comprised of five (5) members, as follows and appointed in accordance with subsection (2):
 - (a) two (2) members appointed by the Town of Drayton Valley:
 - (i) one (1) member from its municipal council; and
 - (ii) one (1) member at large selected in the manner it determines appropriate,
 - (b) two (2) members appointed by the Municipal District of Brazeau No. 77:
 - (i) one (1) member from its municipal council; and
 - (ii) one (1) member at large selected in the manner it determines appropriate, and
 - (c) one (1) member, appointed by the Village of Breton from its municipal council and selected in the manner the Village determines appropriate.
- (2) The board shall be appointed as follows:
 - (a) Each member of the board shall be appointed at the organizational meeting of the appointing member of the management body in accordance with this Order.
 - (b) The term of office of each member of the board:
 - (i) are for a maximum one (1) year term;
 - (ii) shall begin the day after the appointing member of the management body holds its annual organizational meeting in the year appointed; and
 - (iii) end the day the appointing member of the management body holds its annual organizational meeting in the year the term expires.
 - (c) Members of the board may hold consecutive terms of office.
 - (d) A municipal councillor appointed to the board by a member of the management body may only remain a member of the board while a municipal councillor for the

TOWN OF DRAYTON VALLEY

REQUEST FOR DECISION



SUBJECT:	Drayton Valley Municipal Library Trustee Appointments
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Douglas Whistance-Smith Library Director

1. PROPOSAL AND BACKGROUND:

The Town of Drayton Valley Library Board currently has ten (10) trustees including eight (8) members-at-large and two (2) elected members being one each from the Town of Drayton Valley Council and Brazeau County Council as per Town Bylaw 2019/15/B:

Composition of the Board

6. The Board shall consist of up to ten (10) but no less than five (5) members.

The Board shall be constituted as follows:

6.1. Two (2) members, being one each from the Town of Drayton Valley Council and Brazeau County Council; and

6.2. Eight (8) or a minimum of three (3) members from the community-at-large.

[7.]

8. Board members shall be selected on the basis of an active interest in library board activities and community development as a whole. Board members shall have a long view of the community in terms of social infrastructure.

9. Members of the Board shall be appointed by Town Council.

9.1. Members-at-large shall be appointed by resolution of council for three (3) year terms, expiring October 31.

Two member-at-large positions are due for renewal or replacement as of October 31, 2021.

The two members-at-large were asked at the August 17, 2021 Board meeting to state their intent to seek to renewal or resignation of their trustee positions:

Susan Schwindt was first appointed in October 2020 for a one-year term to fill a vacancy newly created when the Town Bylaw 2019/15/B was updated to allow for 10 trustees in accordance with the Libraries Act:

4(1) "A municipal board shall consist of no fewer than 5 and not more than 10 members appointed by council."

Ms. Schwindt has proven herself a valuable contributor to our governance team and has expressed her commitment to seek a full three-year term appointment to the Board effective 2021-2024.

Rosemarie Mayan was first appointed in October 2009 and has faithfully and served the Board and community for 12 years. According to the Alberta Libraries Act section

4 (4) "A member of the municipal board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council passes a resolution stating that the member may be reappointed as a member for more than 3 consecutive terms."

Ms. Mayan's years of experience on the Board, including many years as Vice Chair, are testament to her commitment and intimate understanding of Library governance. She has expressed her intent to seek a fifth three-year term appointment to the Board effective 2021-2024.

The Board voted on August 17, 2021, to request re-appointment for both trustees. Rosemarie Mayan and Susan Schwindt have completed and submitted applications for appointment along with letters of support from Library administration on behalf of the Board.

Town administration advertised two Library Board vacancies in September and October 2021. An application was received from Ms. Amanda Jeffrey on October 7, 2021, and forwarded to Library administration. Ms. Jeffrey attended the Board meeting on October 21, 2021, as an introduction and preliminary orientation to Library business.

2. IMPLICATIONS:

2.1. Financial:

None.

2.2. Legal/Risk:

None.

2.3. Organizational:

2.4. Service Levels:

None.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

The Memorandum of Understanding (MOU) between the Town and Library Board has not been renewed since 1998. Library administration will communicate with Town administration to review and renew a more updated MOU to include a process for advertising, recruiting and recommending Board trustees for appointment.

4. NEXT STEPS:

Town administration will inform the Library Director in writing of trustee appointments prior to the Board's annual organizational meeting scheduled for November 18, 2021.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	Alberta Libraries Act section 4 re trustee appointments.
Municipal Bylaws	Town of Drayton Valley Bylaw 2019/15/B as defined above.
Other Plans or Policies	N/A

6. POTENTIAL MOTIONS:

- A. That Council appoint following members-at-large to the Town of Drayton Valley Library Board: Rosemarie Mayan and Susan Schwindt for a three (3) year term, expiring October 31, 2024.
- B. That Council re-appoint _____ as member-at-large to the Town of Drayton Valley Library Board for an additional three (3) year term, expiring October 31, 2024.
- C. That Council appoint _____ as member-at-large to the Town of Drayton Valley Library Board for a three (3) year term, expiring October 31, 2024.
- D. That Council direct Administration to re-advertise the positions for the member-at-large for the Town of Drayton Valley Municipal Library Board.

7. RECOMMENDATION:



The Board recommends that Rosemarie Mayan be re-appointed to the Library Board for a fifth three-year term, expiring on October 31, 2024.

The Board recommends that Susan Schwindt be re-appointed to the Library Board for a second three-year term, expiring on October 31, 2024.

The Board recommends that Amanda Jeffrey's application to serve on the Library Board be retained until October 2022 or until a Library Board vacancy becomes available by attrition.

8. ATTACHMENTS:

1. Rosemarie Mayan's TODV Application for Board - distributed separately
2. Committee Membership with letter of support from Library administration
3. Susan Schwindt's TODV Application for Board - distributed separately
4. Committee Membership with letter of support from Library administration
5. Amanda Jeffrey's TODV Application for Board/ Committee Membership - distributed separately

REPORT PREPARED BY:	Doug W-S	REVIEWED BY:	
APPROVED BY:			

October 1, 2021

Town Council

Town of Drayton Valley

P.O. Box 6837 (5120 – 52nd Street)
Drayton Valley, AB T7A 1R7

Re: Recommendation for Rosemarie Mayan's re-appointment to the Library Board

The Drayton Valley Municipal Library Board received an application for Mrs. Rosemarie Mayan to continue her service on Town Boards and Committees for an additional three-year term.

Mrs. Mayan was first appointed to the Board in 2009 and has completed four three-year term appointments with our Board. She has proven her commitment to community leadership through her service on the Library Board's governance team for the past 12 years.

The *Alberta Libraries Act* section 4 (4) states:

A member of the municipal board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council passes a resolution stating that the member may be reappointed as a member for more than 3 consecutive terms.

RSA 2000 cL-11 s37; 2006 c5 s13

Mrs. Mayan wishes to continue contributing her experience and expertise are invaluable to the Town of Drayton Valley Library Board.

The Library Board recommends council's re-appointment of Mrs. Rosemarie Mayan to our governance team for a fifth three-year term appointment to extend from **October 2021 to October 2024**.

Sincerely,

Doug Whistance-Smith

Director, Drayton Valley Municipal Library
P.O. Box 6240 (5120-52nd Street)
Drayton Valley, AB T7A 1A1

CC: Town of Drayton Valley C.A.O,

CC: Lyndara Cowper-Smith

Attachment: TODV Application for Board/Committee Membership, completed by Susan Schwindt.

Letters of reference

"A mind needs a book like a sword needs a whetstone."

- Tyrion Lannister

October 4, 2021

Town Council

Town of Drayton Valley

P.O. Box 6837 (5120 – 52nd Street)
Drayton Valley, AB T7A 1R7

Re: Re-appointment of Susan Schwindt to the Library Board

The Drayton Valley Municipal Library Board received an application from Trustee Susan Schwindt to continue her service on Town Boards and Committees for an additional three-year term.

Mrs. Schwindt was first appointed in October 2020 for an interim one-year term to fill a newly created vacancy when our Board capacity was expanded from seven to ten trustees. She has proven herself a valuable contributor to our governance team.

The Library Board recommends council's re-appointment of Mrs. Susan Schwindt to our governance team for a three-year term appointment to extend from **October 2021 to October 2024**.

Sincerely,

Doug Whistance-Smith

Director, Drayton Valley Municipal Library
P.O. Box 6240 (5120-52nd Street)
Drayton Valley, AB T7A 1A1

Attachment: TODV Application for Board/Committee Membership, completed by Susan Schwindt.

“Every kind of service necessary to the public good becomes honorable by being necessary.”

Nathan Hale

TOWN OF DRAYTON VALLEY

REQUEST FOR DECISION

DRAYTON VALLEY



SUBJECT:	Drayton Valley and District Family and Community Support Services (FCSS) Board Member Appointment - Youth Representative
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Lola Strand FCSS Program Manager

1. PROPOSAL AND BACKGROUND:

Town Bylaw 2018/14/B requires that the Drayton Valley and District Family and Community Support Services (FCSS) Board consist of seven (7) members who shall be appointed by Resolution of Town Council for either a one, two or three-year term.

When vacancies occur, applicants for FCSS Board membership must meet the criteria stated in the Bylaw including place of residence and age group category. As per the FCSS Bylaw, Board members are then selected based on an active interest in FCSS activities and community development as a whole

The membership for Hannah Luckwell, Youth Representative expires on October 31, 2021. The position was advertised, and no new applications were received. Hannah re applied to serve a 2-year term.

2. IMPLICATIONS:

2.1. Financial:

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

2.2. Legal/Risk:

There are no anticipated legal implications connected with this decision.

2.3. Organizational:

Members of the FCSS Board are appointed by Town Council and shall advise on the application and administration of the Family and Community Support Services Act and in such advisory capacity shall:

- provide recommendations for programs that will enhance the social well-being of individuals, families, and communities through prevention;
- guide the overall strategic direction of FCSS as identified in the Drayton Valley and District FCSS Strategic Plan;
- make recommendations regarding the allocation of grant funding to community groups based on the local goals and priorities listed in the Drayton Valley and District FCSS Strategic Plan;
- help to identify and raise awareness of community needs, and to encourage partnerships between community members, businesses, and all levels of government to find solutions to address them; and
- promote and encourage volunteerism.

2.4. Service Levels:

There are no anticipated service level implications connected with this decision.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

The decision will be communicated as needed.

4. NEXT STEPS:

The Youth Representative on the FCSS Board will attend Board meetings beginning in December.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	<i>MGA Chapter M-28 Family and Community Support Services Act Chapter F-3</i>
Municipal Bylaws	Town Bylaw 2018/14/B
Other Plans or Policies	<i>2021-2025 FCSS Strategic Plan</i>

6. POTENTIAL MOTIONS:

- A. That Council appoints Hannah Luckwell as the Youth Representative for the FCSS Board for a two-year term expiring October 31, 2023.
- B. That Council direct Administration to re-advertise the position of Youth Representative for the FCSS Board

7. RECOMMENDATION:

That Council appoints Hannah Luckwell as the Youth Representative for the FCSS Board for a two-year term expiring October 31, 2021.

8. ATTACHMENTS:

- 1) Hannah Luckwell Application for Board/Committee Membership - distributed separately

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

TOWN OF DRAYTON VALLEY

REQUEST FOR DECISION

DRAYTON VALLEY



SUBJECT:	Drayton Valley and District Family and Community Support Services (FCSS) Board Member Appointment - Senior Representative
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Lola Strand FCSS Program Manager

1. PROPOSAL AND BACKGROUND:

Town Bylaw 2018/14/B requires that the Drayton Valley and District Family and Community Support Services (FCSS) Board consist of seven (7) members who shall be appointed by Resolution of Town Council for either a one, two or three-year term.

When vacancies occur, applicants for FCSS Board membership must meet the criteria stated in the Bylaw including place of residence and age group category. As per the FCSS Bylaw, Board members are then selected based on an active interest in FCSS activities and community development as a whole

The membership for Wendell Smith, Seniors Representative expires on October 31, 2021. The position was advertised, and no new applications were received. Wendell re applied to serve a 2-year term.

2. IMPLICATIONS:

2.1. Financial:

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

2.2. Legal/Risk:

There are no anticipated legal implications connected with this decision.

2.3. Organizational:

Members of the FCSS Board are appointed by Town Council and shall advise on the application and administration of the Family and Community Support Services Act and in such advisory capacity shall:

- provide recommendations for programs that will enhance the social well-being of individuals, families, and communities through prevention;
- guide the overall strategic direction of FCSS as identified in the Drayton Valley and District FCSS Strategic Plan;
- make recommendations regarding the allocation of grant funding to community groups based on the local goals and priorities listed in the Drayton Valley and District FCSS Strategic Plan;
- help to identify and raise awareness of community needs, and to encourage partnerships between community members, businesses, and all levels of government to find solutions to address them; and
- promote and encourage volunteerism.

2.4. Service Levels:

There are no anticipated service level implications connected with this decision.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

The decision will be communicated as needed.

4. NEXT STEPS:

The Town Representative on the FCSS Board will attend Board meetings beginning in December.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	<i>MGA Chapter M-28 Family and Community Support Services Act Chapter F-3</i>
Municipal Bylaws	Town Bylaw 2018/14/B
Other Plans or Policies	<i>2021-2025 FCSS Strategic Plan</i>

6. POTENTIAL MOTIONS:

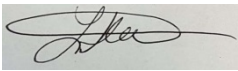


- A. That Council appoints Wendell Smith as the Seniors Representative for the FCSS Board for a two-year term expiring October 31, 2023.
- B. That Council direct Administration to re-advertise the position of Seniors Representative for the FCSS Board

7. RECOMMENDATION:

That Council appoints Wendell Smith as the Seniors Representative for the FCSS Board for a two-year term expiring October 31, 2021.

8. ATTACHMENTS:

Wendell Smith Application for Board/Committee Membership - distributed separately

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

TOWN OF DRAYTON VALLEY

REQUEST FOR DECISION

DRAYTON VALLEY



SUBJECT:	Drayton Valley and District Family and Community Support Services (FCSS) Board Member Appointment - Town Representative
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Lola Strand FCSS Program Manager

1. PROPOSAL AND BACKGROUND:

Town Bylaw 2018/14/B requires that the Drayton Valley and District Family and Community Support Services (FCSS) Board consist of seven (7) members who shall be appointed by Resolution of Town Council for either a one, two or three-year term.

When vacancies occur, applicants for FCSS Board membership must meet the criteria stated in the Bylaw including place of residence and age group category. As per the FCSS Bylaw, Board members are then selected based on an active interest in FCSS activities and community development as a whole

The membership for Sandra Blades, Town Representative expires on October 31, 2021. The position was advertised, and no new applications were received. Sandra re applied to serve a 2-year term.

2. IMPLICATIONS:

2.1. Financial:

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

2.2. Legal/Risk:

There are no anticipated legal implications connected with this decision.

2.3. Organizational:

Members of the FCSS Board are appointed by Town Council and shall advise on the application and administration of the Family and Community Support Services Act and in such advisory capacity shall:

- provide recommendations for programs that will enhance the social well-being of individuals, families, and communities through prevention;
- guide the overall strategic direction of FCSS as identified in the Drayton Valley and District FCSS Strategic Plan;
- make recommendations regarding the allocation of grant funding to community groups based on the local goals and priorities listed in the Drayton Valley and District FCSS Strategic Plan;
- help to identify and raise awareness of community needs, and to encourage partnerships between community members, businesses, and all levels of government to find solutions to address them; and
- promote and encourage volunteerism.

2.4. Service Levels:

There are no anticipated service level implications connected with this decision.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

The decision will be communicated as needed.

4. NEXT STEPS:

The Town Representative on the FCSS Board will attend Board meetings beginning in December.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	<i>MGA Chapter M-28 Family and Community Support Services Act Chapter F-3</i>
Municipal Bylaws	Town Bylaw 2018/14/B
Other Plans or Policies	<i>2021-2025 FCSS Strategic Plan</i>

6. POTENTIAL MOTIONS:

- A. That Council appoints Sandra Blades as the Town Representative for the FCSS Board for a two-year term expiring October 31, 2023.
- B. That Council direct Administration to re-advertise the position of Town Representative for the FCSS Board

7. RECOMMENDATION:

That Council appoints Sandra Blades as the Town Representative for the FCSS Board for a two-year term expiring October 31, 2021.

8. ATTACHMENTS:

Sandra Blades Application for Board/Committee Membership - distributed separately

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

TOWN OF DRAYTON VALLEY

REQUEST FOR DECISION

DRAYTON VALLEY



SUBJECT:	Library Budget 2022 with Appropriation Request
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Douglas Whistance-Smith Library Director

1. PROPOSAL AND BACKGROUND:

The Library Board reviewed and approved its 2022 Operating Budget at the August 19 meeting. The Budget was submitted to municipal administrators prior to the October 1st deadline in accordance with section 20 of the Town of Drayton Valley Bylaw 2019/15/B.

The budget is now being submitted to Town Council with an appropriation request for operational funding in accordance with Section 8 of the Alberta Libraries Act:

8(1) The Municipal Board shall before December 1 in each calendar year prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the municipal Library.

8(2) The budget and the estimate of money shall be forthwith submitted to the council of the municipality.

8(3) Council may approve the estimate under subsection (1) in whole or in part.

RSA 2000 cL-11 s37; 2006 c5 s13

The Library Board is requesting \$291,704 from the Town of Drayton Valley to sustain operations for the 2022 fiscal year.

2. IMPLICATIONS:

2.1. Financial:

A senior salaried library employee began maternity leave in September 2020 and returned to duties in October 2021. Her salary was removed from the 2021 budget but has been re-inserted into the 2022 budget. Her position remained vacant during leave, an administrative decision based on the logistical impracticality of hiring and training a new employee to fill a senior administrative role for one year; temporary redistribution of duties was only possible due to prolonged COVID-related service restrictions and disruptions. She was re-hired to the same position at the same salary prior to her leave in accordance with Division 7 of the Employment Standards Code.

2.2. Legal/Risk:

Not Applicable.

2.3. Organizational:

Not Applicable.

2.4. Service Levels:

The Library currently provides 51 public service hours per week. The \$291,704 appropriation will allow the library to increase services by an additional 2-3 service hours per week. Expanding public service hours is part of the Library Board's five-year plan of service (2021-2025) to reduce barriers and improve accessibility.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

N/A.

4. NEXT STEPS:

Town administration will inform the Board in writing of the 2022 appropriation amount. The Library will submit invoices for quarterly installments of the appropriation payment.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	<i>Alberta Libraries Act, section 8</i> <i>Employment Standards Code section 53(7)</i>
Municipal Bylaws	<i>Bylaw 2019/15/B, section 20</i>
Other Plans or Policies	Drayton Valley Library Board Plan of Service 2021-25

6. POTENTIAL MOTIONS:

- A. That Council accept the Drayton Valley Library appropriation report and refer the appropriation amount of \$291,704 to budget deliberations.
- B. That Council accept Drayton Valley Library appropriation report and request further information on the following:

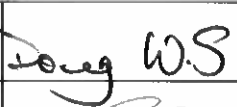
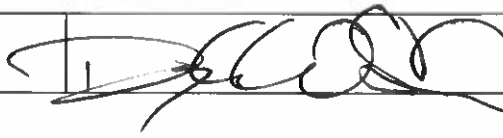

7. RECOMMENDATION:

The Board recommends that Town Council approve the request for \$291,704 appropriation to sustain Library operations in 2022.

Town Administration recommends that Council accept the Drayton Valley Library appropriation report and refer the appropriation amount of \$291,704 to budget deliberations.

8. ATTACHMENTS:

1. Town of Drayton Valley Library Board 2022 Budget summary.
2. Letter from Library Board Treasurer Patricia Adamson to Town administration re 2022 Budget dated September 20, 2021.
3. Drayton Valley Library Board Plan of Service 2021-2025.

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

DVML 2022 Budget

Revenues	2019	2020	2021	2022
Operational Grant Revenues	Final	Final	Final	Proposed
Grant: Local Appropriation (Parkland)	\$3,206	\$3,314	\$3,314	\$3,314
Grant: Municipal Operating (AB Gov)	\$39,122	\$39,122	\$39,122	\$39,122
Grant: Municipal Operating (YRL-PLSB-BC)	\$27,976	\$27,976	\$27,976	\$27,976
Grant: Service Operating (Sch. Div.)	\$13,220	\$13,220	\$0	\$0
Grant: CSJ/ STEP (SRC Program Coord.)	\$3,200	\$2,000	\$2,000	\$2,000
Grant: Other (FCSS)	\$2,847	\$4,700	\$4,700	\$4,700
Total Grant Revenues	\$89,571	\$90,332	\$77,112	\$77,112
Operational Revenues	\$24,480	\$27,656	\$24,956	\$24,956
Total Revenue	\$114,051	\$117,988	\$102,068	\$102,068
Expenses	2019	2020	2021	2022
Operational Expenses	Final	Final	Final	Proposed
Asset Amortization	\$0	\$0	\$7,500	\$7,500
Bookshop	\$1,000	\$1,000	\$600	\$600
Collections	\$37,000	\$35,006	\$33,006	\$32,306
Con-Ed & Service Awards	\$9,500	\$10,500	\$10,000	\$6,500
Facilities	\$45,500	\$40,000	\$17,800	\$17,050
Operations	\$23,250	\$21,500	\$15,000	\$13,000
Professional	\$10,000	\$10,500	\$10,750	\$10,000
Programs	\$7,000	\$10,500	\$9,000	\$9,750
Vehicle	\$2,500	\$1,500	\$1,500	\$0
Total Operating Expenses	\$135,750	\$130,506	\$105,156	\$96,706
Payroll Expenses	\$548,550	\$547,337	\$439,523	\$491,536
Total Expense	\$684,300	\$677,843	\$544,679	\$588,242
Budget Balance	2019	2020	2021	2022
Total Revenues	\$114,051	\$117,988	\$102,068	\$102,068
Total Expenses	\$684,300	\$677,843	\$544,679	\$588,242
Deficit to be appropriated by Municipalities	-\$570,249	-\$559,855	-\$442,611	-\$486,174
** Municipal Appropriation - County	\$227,925	\$227,925	\$182,345	\$ 194,470
** Municipal Appropriation - Town	\$328,758	\$328,758	\$260,266	\$ 291,704
Balance	-\$ 13,566	-\$ 3,172	\$ -	\$ -

Date approved by Board: August 19, 2021

Board Chair, Lyndara Cowper Smith:

Drayton Valley Libraries

Imagine ~ Engage ~ Explore ~ Discover!

September 20, 2021

Annette Driessen

Town of Drayton Valley Interim C.A.O.

P.O. Box 6837 (5120 – 52nd Street)

Drayton Valley, AB T7A 1R7

Re: Drayton Valley Library 2022 Budget

The Drayton Valley Municipal Library Board has prepared its 2022 operating budget.

The Library Board made significant changes to its operations at the end of 2020 by permanently closing the Rotary Children's Library. COVID restrictions gave us an opportunity to transition to a one-library operation while adapting accessible services, resources and programs for area residents.

The budget includes the return of a senior employee from maternity leave; the position remained vacant during the pandemic and we look forward to welcoming her back to our team in September 2021. The budget also embraces reduced operational spending.

We are pleased to provide you with our 2022 budget summary in accordance with Section 8 of the *Alberta Libraries Act*:

8(1) The Municipal Board shall before December 1 in each calendar year prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the municipal Library.

8(2) The budget and the estimate of money shall be forthwith submitted to the council of the municipality.

8(3) Council may approve the estimate under subsection (1) in whole or in part.

RSA 2000 cL-11 s37; 2006 c5 s13

The Board requests an appropriation of **\$291,704** from the Town of Drayton Valley to sustain Library operations through the 2022 budget year.

The Board Executive are available to speak with Council about our budget plan and appropriation request. Please contact Director Doug Whistance-Smith to schedule an in-person presentation.

Sincerely,

Patricia Adamson

Treasurer, Drayton Valley Municipal Library Board

P.O. Box 6240 (5120-52nd Street)

Drayton Valley, AB T7A 1A1

Enclosed: **Drayton Valley Library Board's 2022 Budget Summary**
Statistical Analysis of Library Services Through COVID

"Lose yourself in generous service and every day can be a most unusual day, a triumphant day, an abundantly rewarding day!"

- William Arthur Ward



Drayton Valley Municipal Library

Imagine ~ Engage ~ Explore ~ Discover



Plan of Service 2021-2025

We enrich lives by pulling together the services, resources and programs that incite imagination, encourage social engagement, inspire exploration of ideas and launch journeys of discovery.

DVML Plan of Service 2021-2025

Table of Contents

Introduction	3
Library and Community Profile	4
Message from the Board Chair	5
Snapshot of Library Services: 2019 Annual Report	6
Planning Process	7
Vision, Mission & Values	8
Priorities	
<i>A Place to Connect: Physical Social Space</i>	9
<i>Welcoming Faces: Inclusive Access to Services</i>	10
<i>Satisfy Curiosity: Resources for Learning and Leisure</i>	11
<i>Culture of Community: Programs for Living and Lifestyle</i>	12
Acknowledgements	13
Logo Interpretation	14



“Without community service, we would not have a strong quality of life. It's important to the person who serves as well as the recipient. It's the way in which we ourselves grow and develop.” - Dorothy Height (Civil Rights Activist)

DVML Plan of Service 2021-2025

Introduction

Libraries are the cultural cornerstone of civilizations dating back to the earliest societies. They preserve the human experience and provide a point of reference connecting the past to the future. Libraries reflect cultural change by echoing shifts in the way people connect with information and with each other. The silent, passive warehouse of yesterday's library has evolved into the vibrant, active social spaces of today.

Libraries must continuously adapt and embrace change to remain relevant to the needs of the community. The Plan of Service is a window through which the library takes a close look at the community it serves, recognizes cultural shifts, prioritizes response to public needs and plans a course of measurable response.

The 2021-2025 Plan of Service was prepared during a time of significant uncertainty: the ongoing local and provincial economic situation significantly strained our operational reserves. The global coronavirus pandemic altered our approach to assessing community needs. The Plan of Service focuses heavily on consolidating resources and recovering public engagement following prolonged social isolation.

We trust that this plan will launch our library and our community on a promising journey of discovery.



DVML Plan of Service 2021-2025

Library & Community Profile

Drayton Valley Municipal Library serves a combined population of over **15,000** people living in the Town of Drayton Valley, Brazeau County and surrounding communities. Drayton Valley is located about 130 kilometers southwest of Edmonton and is the largest urban center in Brazeau region providing service and recreational amenities to residents.

Brazeau County is largely rural with an economy based on agriculture and natural resources including forestry, hydro-electric and petroleum sectors. Drayton Valley is home to many that support and rely on the oil and gas industry. This sector has struggled in recent years leading to innovations in alternative energy sources to diversify the local economy.

According to the 2016 Federal Census, the average age of Town residents is 34 years old while the average age of County residents is 38 years old. These statistics indicate that the community is predominantly young working-age families. The Library Board managed two service points in Drayton Valley: the Drayton Valley Municipal Library that offers the full spectrum of library resources, services and programs, and the Rotary Children's Library which provided collections, services and programs specific to families with young children.

In late 2020, the Library Board was compelled by mounting economic pressures to permanently close the Rotary Children's Library and consolidate resources and services in the Municipal Library. As one parent expressed, *"This makes me so sad personally and for our community. What a terrible loss for families in the area. I hope you can find a new space to combine the libraries and continue to offer programs for children and families."*

As our Library moves forward into a new chapter, we are committed to bridging the gap between people and the services, resources and programs that inspire imagination, enhance literacy, and engage in collaborations for a better and more prosperous future.

DVML Plan of Service 2021-2025

Message from the Board Chair

Libraries are not mere 'houses for books'; libraries are dynamic social spaces!

They inspire creativity and a sense of belonging in the community. They provide fertile ground for the development of partnerships and the growth of enterprise. They are a cornerstone in our society. They serve as a bridge to connect the knowledge and experience of yesterday with the innovation and opportunity of tomorrow.

In my fourteen years involvement on the Board I have witnessed the growth, evolution and diversification of our library to meet the changing needs of users.

Libraries are institutions that have stood the test of time. Throughout the ages, libraries have housed and provided information. While I don't think our need for libraries will ever change, I think we must continue to adapt the way we provide services.

I am pleased and proud to share our 2021-2025 Plan of Service with you.

We have worked very hard during challenging times to develop a plan that reflects the demands and diversity in our community. The plan is designed to reflect our commitment to rise to meet the challenge of adapting to an ever-changing social and economic landscape. We are confident that our plan will serve as a springboard to launch our library and community into a vibrant future.

Our mission is "to enrich lives by pulling together the services, resources and programs that incite imagination, encourage social engagement, inspire exploration of ideas and launch journeys of discovery."

Our plan will help guide our efforts to achieve these objectives as we move forward into an evolving and exciting future.

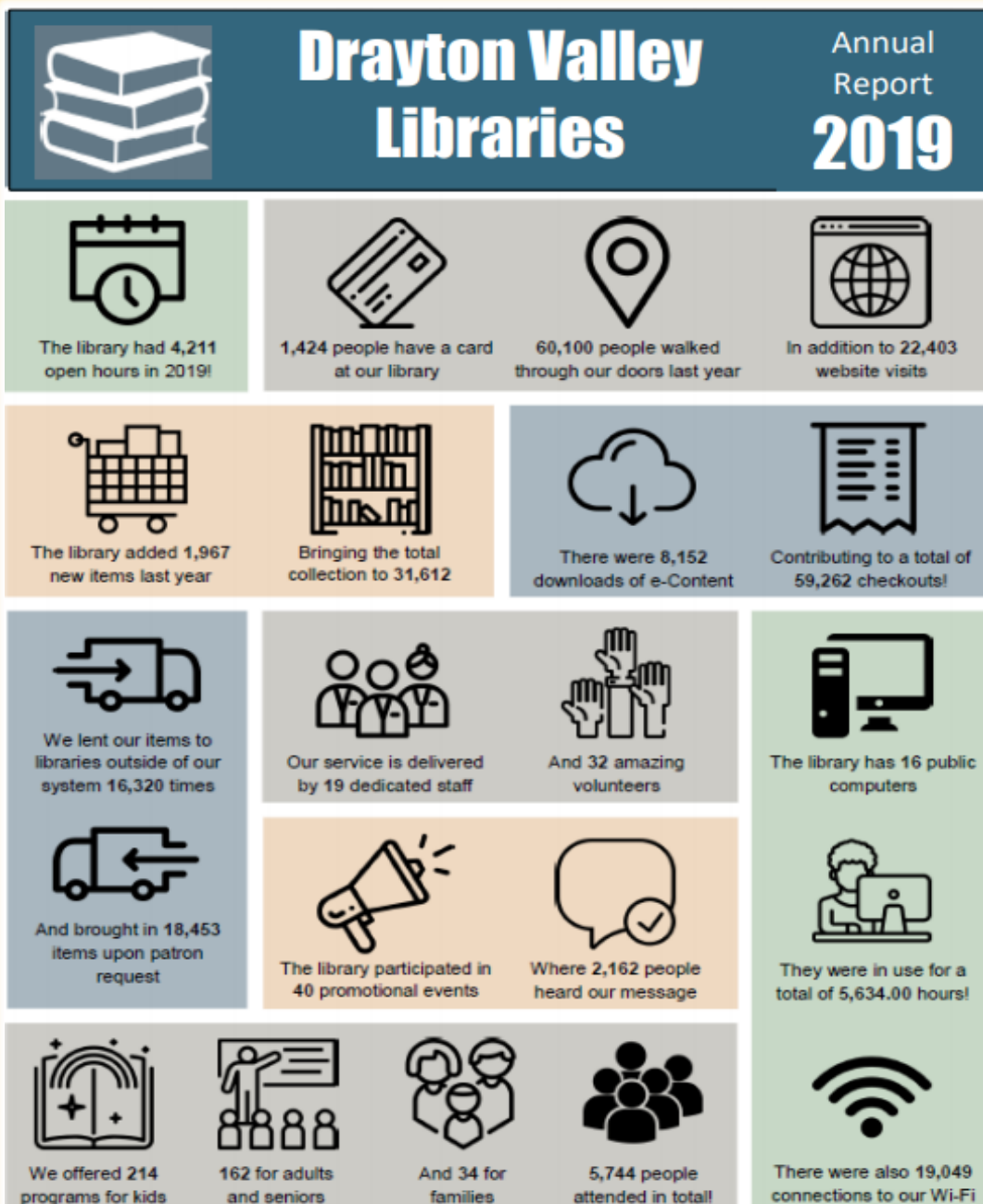


Lyndara Cowper-Smith, Board Chair

DVML Plan of Service 2021-2025

Snapshot of Library Services

The 2021-2025 Plan of Service uses combined data for the Rotary Children's and Municipal Libraries as collected and reported to the Minister of Municipal Affairs from our last full year of service provision prior to the COVID pandemic. This data is used to gauge the success of our previous plan and establish a base-line for measuring progress towards objectives defined in our new plan.



DVML Plan of Service 2021-2025

Planning Process

The Library Board was poised to conduct comprehensive community consultations in 2020 for developing our 2021-2025 plan of service. Our first major public engagement event, the “Fire & Ice: Icebreaker”, was held on February 16, 2020. The event was attended by **over 800 people!**

It appeared that we were well on our way... Then COVID-19 arrived in March and our plans took a detour.

The community assessment shifted from in-person consultation to a review of responses gathered from 397 surveys collected over the previous three years including a survey circulated in July 2020 between the first and second pandemic lock-downs.

Surveys included both close-ended and open-ended questions:

- Objective responses from close-ended questions recognized strengths in our existing services, programs and resources.
- Subjective feedback from open-ended questions provoked unique insights and ideas for future evolutions to meet community needs.

Yellowhead Regional Library provided advice on strategic planning during a pandemic. The Public Library Services Branch of Municipal Affairs offered similar guidance in their “Plan of Service During the COVID-19 Outbreak”. Additional webinars and online tools assisted in preparing community assessment based on the processes outlined in *Strategic Planning for Results* by Sandra Nelson (2008).

The Board assigned members to a Community Planning Committee (CPC) for the task of evaluating survey data and comments gathered at the *Icebreaker* event. The committee recognized several key factors during development of priority responses:

Our community is evolving in response to internal and external pressures.

Our resource reserves are not guaranteed and require a measured approach.

Our priorities must respond to the needs of the community to remain relevant.

The priorities defined in our 2021-2025 Plan of Service provide a realistic response to the identified community’s needs:

A Place to Connect: Physical Social Space

Welcoming Faces: Inclusive Access to Services

Satisfy Curiosity: Resources for Learning and Leisure

Culture of Community: Programs for Living and Lifestyle

The priority responses act as a framework for establishing meaningful objectives with strategies and measures to guide our efforts over the coming five years. Progress is measured and evaluated annually to adjust our course according to changes in resource availability or evolution of community needs.

DVML Plan of Service 2021-2025

Vision, Mission & Values

Vision

Drayton Valley Library is the gateway to journeys of discovery by providing lasting, meaningful connections between people and ideas, lifestyle and learning, culture and community.

Mission

Drayton Valley Library enriches lives by pulling together the services, resources and programs that incite imagination, encourage social engagement, inspire exploration of ideas and launch journeys of discovery.

Values

Our values reflect who we are and who we aspire to be. Values define the culture of our organization and express our commitment to achieve high standards of personal and professional service to the community.

Accessible & Approachable: We value our patrons, treating them with compassion and care. We as professionals appreciate the opportunity to serve those who rely on our knowledge and expertise, and enjoy giving them tools to succeed in their endeavors. Their success is our success!

Receptive & Responsive: We realize that change and challenge inevitably lead to innovation and improvement. Our willingness to accept and adapt to evolutions in our environment help us remain relevant to the community and patrons we serve.

Innovative & Inclusive: We commit ourselves and our efforts to exploring new, creative concepts. Our library is an idea lab, where people explore concepts and discover possibilities. We provide a forum for respectful conversation on subjects that matter to community residents. Creativity is limited only by the scope of imagination.

Diversity & Inclusivity: We respect and value unique perspectives that contribute to the culture of our workplace and community. Shared personal journeys, experiences and interests strengthen and support those we work with and serve. We are stronger, more resilient and more successful when we pull together.

Fun & Freedom: We believe in individual freedom to explore personal interests. Our library is a discovery zone where people are free to explore a world of information and share in the joy of learning. We provide fun, friendly services and programs that excite and encourage!

DVML Plan of Service 2021-2025

A Place to Connect: Physical Social Space

We collaborate with partners to provide a barrier-free space where all are welcome to enjoy amenities, embrace community and share social connections.

The Library will relocate to a larger functional facility in the downtown area with enough space to deliver comprehensive services, accommodate combined collections and offer social engagement opportunities.

Objective 1: Secure a centrally located multipurpose facility that allows expansion, affords versatility and accommodates social activities.

Strategies:

- Coordinate with municipal partners to identify and acquire space to house a new library.
- Communicate with stakeholders, sponsors and grant support groups to secure funding for retrofitting and renovating the selected facility.
- Cooperate with building developers to incorporate barrier-free features for all ages and abilities.
- Collaborate with facility planners to create a space for Rotary Children's collections and kid's activities.

Objective 2: The Library will work with municipal and business partners to revitalize downtown.

Strategies:

- Explore connections to neighbouring businesses to increase interest in downtown.
- Expand partnerships with other service providers to enhance resource and program offerings.
- Enhance promotional activities to stimulate interest and social engagement at the library.

Measures

Objective 1

By the end of 2021:

- A suitably sized (>650 m²) facility with street-level access will be acquired to house the Library located in the downtown area.

By the summer of 2022:

- Relocate to the new facility.
- Launch event attended by > 2000 visitors and guests.

Objective 2

Annual increases:

- >3% in partnerships.
- >4% in promotional events.
- >5% in library foot-traffic.

By December 2025

- >90% users respond that they are satisfied or very satisfied with the physical space.



“The library is not a shrine for the worship of books... A library, to modify the famous metaphor of Socrates, should be the delivery room for the birth of ideas - a place where history comes to life.”

- Norman Cousins (Journalist & Peace Activist)

DVML Plan of Service 2021-2025

Welcoming Faces: Inclusive Access to Services

We greet customers with warmth and compassion, ensuring equal and equitable access to services that enrich lives and support livelihoods.

The Library is a hearth of society and hub of community where all are welcome to share in the knowledge of personable and professional services free of bias or barriers.

Objective 1: Reduce physical and social barriers for those seeking access to learning and literacy services through the library.

Strategies:

- Increase public hours to include four evenings per week and longer weekend hours.
- Connect marginalized people with special reading needs to service for learning and lifestyle choices.
- Identify isolated individuals that cannot access the library and determine their service needs.

Objective 2: Deliver a warm, welcoming experience through personalized customer care.

Strategies:

- Promote a positive, collegial work environment through team-building exercises.
- Ongoing staff training to improve service skills.
- Empower staff to manage patron issues without administrative intervention.

Objective 3: Enhance technology services.

Strategies:

- Provide 12 public work stations with Internet, MS Office and printer networking.
- Install 2 designated Public Access Catalogue stations.
- Create 2 interactive children's literacy kiosks.

Objective 4: Increase public awareness of services through promotion and marketing.

Strategies:

- Increase engagement at community functions.
- Increase Social Media presence.
- Increase partnerships with Interagency groups.
- Work with our regional library to improve website navigation and functionality.

Measures

Objective 1

By January 2022:

- 8 permanent staff supported by student pages & summer program staff.
- >56 public hours/ week.
- >10% CELA services.
- >15% outreach to seniors.

Objective 2

By January 2022:

- >85% surveyed customers were greeted with a smile.
- >35% of users recognized and referred to by name.
- >95% surveyed customers rate service as 'very good' or 'excellent'.

Objective 3

By January 2024:

- ~16 public computers.
- >10% computer use hours.
- >15% Wi-Fi users.

Objective 4

Monthly news ad or article

Annual increases:

- >5% active cardholders.
- >5% walk-in foot traffic.
- >5% allied service referrals.
- >10% "heard our message".
- >15% website visits.

DVML Plan of Service 2021-2025

Satisfy Curiosity: Resources for Learning & Leisure

We connect people to physical and virtual resources that inspire imagination, engage information, explore ideas and discover possibilities.

Residents see the library as an essential community resource to expand knowledge and improve quality of life.

Objective 1: Collaborate with community to develop resources for early learning and literacy skills.

Strategies:

- Involve educators in selecting learning resources.
- Include parents with pre-school and school-aged children in selection of leisure reading materials.
- Develop kits for learning and discovery.

Objective 2: Quality and efficacy of physical collections are guided by circulation trends.

Strategies:

- Annual inventory and weeding of collections.
- Expand capacity in highly circulated collections.
- In-house promotion of under-accessed resources.

Objective 3: Patrons know how to access the larger collection of province-wide resources.

Strategies:

- Train staff in use of computer resources.
- Teach patrons how to access resources.

Objective 4: Technology and virtual resource offerings keep pace with 21st century innovations.

Strategies:

- Invest in digital resources through regional library.
- Instruct people on use of virtual tools and digital information literacy.



Measures

Objective 1

By the summer of 2023:

- >5% Early literacy material.
- >5% ELL collections.
- >10% Junior & Youth items.

Objective 2 & 3

By the Summer of 2024:

- <5% of inventory items show as “never circulated.”
- >10% item check-outs.
- ~50:50 ratio of items lent to items borrowed through ILL.
- >85% users found what they were looking for on shelves.
- >90% users rate collection as “very good” to “excellent”.

Objective 4

By the summer of 2024:

- >10% database access
- ~15% of collections budget allocated to eBook licensing.
- >20% e-content downloads.
- >80% staff are comfortable troubleshooting tech-related issues.

“Never regard study as a duty, but as the enviable opportunity to learn to know the liberating influence of beauty in the realm of the spirit for your own personal joy and to the profit of the community to which your later work belongs.”

- Albert Einstein (Physicist & Humanist)

DVML Plan of Service 2021-2025

Culture of Community: Programs for Living & Lifestyle

We promote community culture through programs and social activities that excite imagination, engage the mind, explore interests and discover passions.

Our programs provide a fun, interactive stage to engage people in activities that inform, excite and educate.

Objective 1: Imagination-incubators: Early literacy and learning skill development.

Strategies:

- Promote early childhood language development.
- Increase library awareness by engaging in story-time outreach in daycares and schools.
- Include schools in encouraging literacy for leisure and lifestyle through reading clubs, writing groups, summer programs and 'Battle of Books' events.

Objective 2: Idea-labs: Cultural programs supporting leisure and lifestyle.

Strategies:

- Engage local writers in author talk events.
- Encourage cultural expression through arts and crafts activities for all ages and stages of life.
- Entertain audiences with movie programs and music events.

Objective 3: Mind-Markets: Tech-based learning.

Strategies:

- Incorporate 3-D printer in Science-Technology-Engineering-Arts-Math (STEAM) programs.
- Include available technologies as teaching tools.
- Improve digital and information literacy skills.

Objective 4: Going places: Engaging beyond the physical library.

Strategies:

- Provide virtual programs as an alternative to in-person engagement.
- Encourage serendipitous reading: "brown-wrapper reads", "chance encounters with an author", etc.
- Participate in outreach initiatives to community recreation facilities and local campgrounds.

Measures

Objective 1

By the summer of 2023:

- >5% in school visits.
- >10% library tours.
- >15% in Summer Reading Club (SRC) participation.
- >250 programs or events for children and youth.

Objective 2 & 3

By the summer of 2024:

- >5% family-based events.
- >10% teen activities.
- >10% adult programs.
- >15% library awareness engagements.
- >15% 3-D Maker-bot printing jobs.
- >20% use of SMART-Board for program delivery.
- >90% surveyed customers rated program as 'very good' or 'excellent'.
- >95% surveyed customers 'learned something new'.

Objective 4

By the summer of 2025:

- >15% program attendance is virtual.
- >30% of new patrons result from contact outside library.

DVML Plan of Service 2021-2025

Acknowledgements

The Town of Drayton Valley Library Board extends thanks to local councils, Community Planning Committee (**CPC**) members, library staff, Interagency groups, library patrons and other community members who contributed to the development of this plan of service.

We appreciate your continued support and trust that this plan will contribute to the ongoing success of our organization and our community.

Library Board Members

(CPC members identified with Bold font)

Lyndara Cowper-Smith (Board Chair)
 Donna Gawalko (**Board Vice Chair**)
 Patricia Adamson (Board Treasurer)
 Colleen Schoeninger (Trustee)
 Sandra Blades (**Trustee**)
 Karen Hickerty (**Trustee**)
 Rosemarie Mayan (**Trustee**)
 Susan Schwindt (**Trustee**)
 Bill Ballas (Town Councillor)
 Sara Wheale (County Councillor)

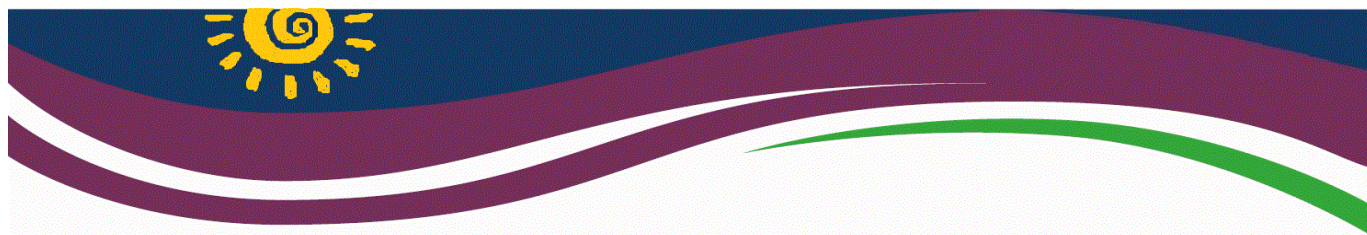


Library Staff

Douglas Whistance-Smith (**Director**)
 Dana Crawford (Operations Manager – on leave)
 Darlene Edwards (Interim Manager)
 Verna Wicks (Programmer)
 Lorna Thompson (Senior Service Specialist)
 Crystal Serzisko (Service Specialist)
 Rebecca Wepryk (Service Specialist & Outreach)
 Pamela St. Laurent (Service Specialist)

"A customer is the most important visitor on our premises: [They are] not dependent on us; we are dependent on [them]. [They are] not an interruption in our work; [They are] the purpose of it. [They are] not an outsider in our business; [They are] part of it. We are not doing [them] a favor by serving [them]. [They are] doing us a favor by giving us an opportunity to do so."

- Mohandas Gandhi (Human Rights Activist & ethicist)



Drayton Valley Municipal Library

Imagine ~ Engage ~ Explore ~ Discover

Our Logo Interpreted

Our logo has metaphorical relevance to our community and our library's service to residents. There are two interpretations implied by the logo:

The logo depicts the gently rolling landscape of Drayton Valley with the sun rising over the river valley. The green hill in the foreground signifies new growth while the purple wave symbolizes forests of the foothills visible in the distance. The white lines between the waves represent the Pembina and North Saskatchewan rivers.

The logo also illustrates one half of an open book with the spine on the right border. The green wave suggests a book cover with the pages represented in purple. "The sun shines on a new chapter for our library and our community" and signifies hope for the future.

Learning and living are journeys of discovery that start with imagining possibilities, engaging in personal development, exploring new ideas and discovering yourself in the process. We are proud of our community and our contribution to the life journey of our customers.

The *2021-2025 Plan of Service* was adopted by unanimous consent of the Town of Drayton Valley Library Board on **April 22, 2021**.

Imagine the places we'll go!

TOWN OF DRAYTON VALLEY

REQUEST FOR DECISION



SUBJECT:	Child Care Now
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Bernice Taylor ECDC Program Manager

1. PROPOSAL AND BACKGROUND:

Child Care Now is dedicated to advocating for a publicly funded, inclusive, quality, non-profit childcare system for Alberta. Child Care Now organizes activities, initiates campaigns and works with other pan-Canadian organizations to raise the profile of childcare as a political issue and generate support for their aims. The Town of Drayton Valley has been requested to share their logo to add our support to the growing chorus of organizations calling for an Early Learning and Child Care agreement for Albertans.

2. IMPLICATIONS:

2.1. Financial:

There are no immediate financial implications involved in showing our support to this cause.

2.2. Legal/Risk:

There are no anticipated legal risks.

2.3. Organizational:

There are no anticipated implications to the organization.

2.4. Service Levels:

Increased supports from the provincial body would enable ECDC to weather any future closures due to COVID or mitigate the possibility of closure.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

The Town logo would appear on all media that Child Care Now is using in their campaign to the Province of Alberta, to sign the national childcare agreement.

4. NEXT STEPS:

Upon approval, correspondence will be sent to Child Care Now. Administration will continue to share all information updates as they arise with the National Childcare Campaign.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	N/A
Municipal Bylaws	N/A
Other Plans or Policies	N/A

6. POTENTIAL MOTIONS:

- A. That Council accept a motion to have the Town of Drayton Valley logo shared with Child Care Now, showing our support in the call to the province to signing and Early Learning and Child Care Agreement.




- B. That Council does not make a motion to have the Town of Drayton Valley logo shared with Child Care Now, showing our support in the call to the province to signing and Early Learning and Child Care Agreement.

7. RECOMMENDATION:

Administration recommends Council make a motion to have the Town of Drayton Valley logo shared with Child Care Now, showing our support in the call to the province to signing and Early Learning and Child Care Agreement.

8. ATTACHMENTS:

1. Correspondence from Child Care Now

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

From: CCNow Alberta <alberta@ccnow.ca>

Date: October 20, 2021, at 11:06:12 AM MDT

Subject: Support for a system of child care in Alberta

Good afternoon,

We are reaching out to you today because we understand your organization supports a system of child care for Albertans. You, as do we, recognize building a system of child care in our province will be an essential part of our post COVID19 economic recovery. We would like to add your support to the growing chorus of organizations calling for an Early Learning and Child Care agreement for Albertans.

Please consider authorising the use of your logo and join the wide range of organizations in support of building a system of child care for Albertans. (Graphic attached)

As you know, in April 2021 the federal government budgeted over 30 billion dollars in funding for provinces and territories to build a system of child care. The foundation of each agreement is to reduce parent fees in half by 2022, and create regulated, high quality, non-profit child care for \$10/day across the country.

Eight jurisdictions have signed agreements with the federal government to secure billions in funding. Alberta was not one of them.

We need Alberta to sign an agreement and make good use of the one billion dollars in funding allocated to the province.

You might ask why to get involved? The agreement is between the province and the federal government! But it absolutely is an issue that affects public education and municipal governments. Building a system of child care not only creates a path for women to re-enter the paid workforce, but the creation of new child care spaces, translates to more public (local) infrastructure and by proxy, job creation. Investing in child care is investing in a post COVID19 economic recovery that will require all levels of government.

We know organizations like yours have previously publicly supported child care, and we are asking you to do so again now, in tandem with non-profits, child care providers, advocates, and regular Albertans, because we cannot wait any longer. Albertans deserve a system of child care now.

For more information on the savings Alberta families can expect with a system of child care check out Childcare calculator - Child Care Now (timeforchildcare.ca) and WHY Albertans deserve a system check our website Child Care Now Alberta.

Again - Please consider authorising the use of your logo and join the wide range of organizations in support of building a system of child care for Albertans.

If you have any questions, please do not hesitate to reach out.

Thank you for your time and consideration.

Kindly,

Susan Cake,

Chair, Child Care Now Alberta
Child Care Now Alberta
(403) 827 0757
Alberta@ccnow.ca

TOWN OF DRAYTON VALLEY

REQUEST FOR DECISION


 DRAYTON VALLEY

SUBJECT:	New Aquatic Centre Amenity Sponsorship Rights Agreement for Approval
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Derek Starnes Recreation and Omniplex Manager

1. PROPOSAL AND BACKGROUND:

In the effort to secure the necessary funds to construct a new aquatic facility, the Town of Drayton Valley encouraged the community to develop and facilitate a fundraising program. As soon as the Community Aquatic Facility Committee was formed, it has been diligently promoting the benefits of a new aquatic facility while encouraging local businesses to support the new build through various sponsorship opportunities. The Town has received confirmation from the Committee that a community business is wishing to become a naming sponsor for one of the specific amenities within the new Aquatic Centre.

Drayton Valley Royal Purple Elks Lodge No. 196 has signed an agreement in hopes of being awarded the Naming Sponsor of the Hot Tub. This sponsorship allows the Drayton Valley Royal Purple Elks Lodge No. 196 to have the naming rights for a period of ten (10) years. The total sum of the sponsorship is \$75,000, which will be paid in full effective the day of signing. The final signage will be presented to Council at a later date.

The Community Aquatic Committee, in cooperation with Town Administration, has attached the Naming Sponsorship Agreement to this Request for Decision for Council's review and approval.

2. IMPLICATIONS:

2.1. Financial:

The new Aquatic Centre is estimated at a capital cost of \$21,936,935. Approximately half of the cost has been covered through municipal funds through the Town of Drayton Valley and Brazeau County.

An additional federal grant of \$7,584,956 has been awarded through the Investing in Canada Infrastructure Program.

External funding in the form of grants, donations and sponsorships are still necessary, as the goal for community sponsorships is \$3.8 Million.

2.2. Legal/Risk:

There are no anticipated legal implications connected with this decision.

2.3. Organizational:

There are no anticipated organizational implications connected with this decision.

2.4. Service Levels:

There are no anticipated service level implications connected with this decision.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

Once a decision has been made it will be communicated to the Drayton Valley Royal Purple Elks Lodge No. 196 as well as the Drayton Valley Brazeau Aquatic Committee so that the appropriate communications can take place to showcase the sponsorship.

4. NEXT STEPS:

Administration will notify all appropriate parties to finalize the naming sponsorship agreement.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	
Municipal Bylaws	<p>The Municipal Development Plan, through its objectives sets out to reach the following goals:</p> <ul style="list-style-type: none"> • Building on the amenities that the Town already has by building a new aquatic centre, agriplex, a skateboard park and off-leash dog park; • Recreation service, reflected in reserve policies and facility expansions; and • New or expanded recreational facilities should be considered as additions to the Omniplex when feasible. Such projects may include an aquatic facility, indoor soccer facilities, and an agriplex.
Other Plans or Policies	<p>The 2019-2021 Sustainability Vision, through its objectives sets out to achieve the following goals:</p> <ul style="list-style-type: none"> • Under the Heading Innovative and Infrastructure - GHG Reduction/Carbon Footprint; and • Under the Heading Stewardship - Sponsors and Partnerships. <p>The 2019 - 2021 Strategic Plan, through its objectives sets out to achieve the following goals:</p> <ul style="list-style-type: none"> • Dedicate resources to infrastructure as an investment, not an afterthought. Infrastructure includes Public Works, Fire Services, Enforcement Services, Police, Trails, Parks and Recreation <p>The Social Development Plan, through its objectives sets out to achieve the following goals:</p> <ul style="list-style-type: none"> • Expand recreational opportunities with local user groups; • Provide facility users access to modern equipment and highly trained staff; • Ensure that all public recreation facilities are wheelchair accessible a cater to those with mobility issues; • Ensure that all public recreation facilities include family change rooms and provide appropriate signage to compensate for disparities in literacy and languages; and • A joint municipal plan for the establishment of a new aquatic facility is adopted.

6. POTENTIAL MOTIONS:




- A. That Council approve the Sponsorship Rights Agreement between the Town and the Drayton Valley Royal Purple Elks Lodge No. 196 as presented.
- B. That Council approve the Sponsorship Rights Agreement between the Town and the Drayton Valley Royal Purple Elks Lodge No. 196 with the following recommendations:
- C. That Council accept the Sponsorship Rights Agreement between the Town and the Drayton Valley Royal Purple Elks Lodge No. 196, as information only.

7. RECOMMENDATION:

That Council approve the Sponsorship Rights Agreement between the Town and the Drayton Valley Royal Purple Elks Lodge No. 196 as presented.

8. ATTACHMENTS:

- 1. Sponsorship Rights Agreement - Drayton Valley Royal Purple Elks Lodge No. 196

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

SPONSORSHIP RIGHTS AGREEMENT

AQUATIC CENTRE

(hereinafter referred to as the “Facility”)

BETWEEN:

TOWN OF DRAYTON VALLEY

(hereinafter referred to as the “Town”)

and

DRAYTON VALLEY ROYAL PURPLE ELKS LODGE NO. 196

(hereinafter referred to as the “Sponsor”)

1. OWNERSHIP

The Facility is the Aquatic Centre located at 4700 West Valley Park Road, Drayton Valley, and is owned and managed by the Town of Drayton Valley.

2. FACILITY AMENITY RECEIVING NAMING RIGHTS

The Town accepts and the parties agree that Drayton Valley Royal Purple Elks Lodge No. 196 is the name of the Hot Tub, located within the Aquatic Centre. Any change to this name must receive prior written approval of the Town.

3. DEFINITION

- a. Facility - Facility shall mean the whole structure known as the Aquatic Centre.
- b. Facility Amenity - Facility Amenity shall mean the structural feature within the interior or on the exterior of the Facility that has been identified for naming rights.
- c. Sponsorship Rights - Sponsorship Rights in this Agreement means the naming of the Facility Amenity.

4. RIGHT TO CHANGE NAME

- a. The Sponsor may change the name of the Facility Amenity only with written approval of the Town.
- b. The Sponsor will be responsible for all costs to produce the new sign and/or signage that is displayed on/or within the Facility, as well as on any Facility Amenity promotional products.

- c. Any change in the name of the Facility Amenities must comply with the terms outlined within this Agreement.

5. TERM OF AGREEMENT

- a. This Sponsorship Rights Agreement shall remain in effect for a maximum period of ten (10) years. This term becomes effective from the date of the signing of this Agreement. Any change in the length of term prior to the ten (10) year maximum shall be bound by the terms of this agreement.

6. GENERAL TERMS AND CONDITIONS

- a. Sponsorship Rights for the Facility Amenity will be provided to no other party or company other than the Sponsor.
- b. Approval by the Town is required for the type, size and location of all Sponsorship Rights signage and displays on/or within the Facility.
- c. Any sponsorship or promotional rights proposed to other parties shall avoid creating confusion as to the identity of the sponsor of the Facility Amenity identified in this Agreement.
- d. The Sponsor agrees to allow the Facility Amenity Name to be used by the Town, or any of its authorized committees, for program brochures, social media, advertising, annual reports, or other promotional material.
- e. The Town retains the right to solicit sponsors, without the prior approval of the Sponsor, for the sponsoring of events, programs or goods-in-kind for the Facility, or any component of the Facility.
- f. The Sponsor shall be permitted to use the Facility Amenity Name in its own promotional material.
- g. The Town retains the right to terminate the Sponsorship Rights Agreement should any of the following situations occur:
 - i. The Sponsor pledges the credit of the Town without approval;
 - ii. The Sponsor is found guilty of a criminal offense that jeopardizes the integrity of the Sponsorship Rights Agreement;
 - iii. The Sponsor, in the opinion of the Town (that opinion not being unreasonable), is deemed to have jeopardized its role as a corporate or community citizen in the community; and/or
 - iv. The Sponsor breaches this Agreement.

- h. In the event of termination by the Town, compensation for any remaining term on the Agreement is not required to be paid by the Town.
- i. The Sponsor may cancel the Sponsorship Rights Agreement, upon submitting written notice of three (3) months to the Town, for any reason, however, will not be entitled to compensation or refund for the remaining portion of the agreement term, and will be responsible for meeting its financial obligation under this Agreement.
- j. The Town will retain ownership of all equipment, material, and supplies provided for by this Agreement.

7. PROMOTIONAL RIGHTS

The Town will provide the following privileges and/or benefits:

- a. Name the Facility Amenity the DV Royal Purple ;
- b. Locate the name DV Royal Purple within the Facility in a location that is appropriate for promotional purposes;
- c. Use the Sponsor logo and/or amenity name at every feasible opportunity;
- d. Mention the Sponsor in all media releases for the Opening of the Facility; and
- e. Other promotional rights as described below:

8. NAMING RIGHTS COSTS

- a. The Parties acknowledge that in consideration for naming the Facility Amenity the DV Royal Purple Hot Tub , the Sponsor has provided the Town the sum of seventy five thousand dollars (\$75,000.00) dollars.
- b. The Town shall pay all reasonable costs for the name DV Royal Purple to be displayed within the Facility. DV Royal Purple shall contribute to the costs of producing and/or displaying the sign within the Facility should the desired design or construction materials exceed the budgeted signage value of _____ .

IN WITNESS WHEREOF the respective parties have executed this Sponsorship Rights Agreement this _____ day of _____, 20 21 in the Town of Drayton Valley, Alberta.

TOWN OF DRAYTON VALLEY

Per: _____
Print Name & Title

Signature

DRAYTON VALLEY ROYAL PURPLE ELKS LODGE NO. 196

Per: Ethel Mankow HRL
Print Name & Title

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

Signature

TOWN OF DRAYTON VALLEY

REQUEST FOR DECISION

DRAYTON VALLEY



SUBJECT:	Community Grants, Fourth Quarter Allocation
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Lola Strand FCSS Program Manager

1. PROPOSAL AND BACKGROUND:

Community Events Grant

The Town of Drayton Valley recognized 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 fourth quarter deadline was October 1, 2021.

A total of two (2) applications were received under Council's purview for the Community Events Grant Fourth Quarter. One (1) application is under Council's purview as it did not meet all the policy criteria and, as such, Administration could not approve the Drayton Valley and District Chamber of Commerce application. But, as stated in Policy No. A-01-01 Section 6: "At its discretion, the Town retains the right to refuse any request or make an exception should a request not meet all of the Policy criteria but still be deemed to be worthy of review".

Organization	Event	Date(s)	Request
Buggy Arm Wrestling	Stronghold Championship (x2), Outdoor Summer Event & World Title Match	Dec. 11, 2021 Apr. 23, 2022 June, 2022 Aug. 27, 2022	\$1,800
Drayton Valley & District Chamber of Commerce	Business Awards Event	Fall of 2021	\$1,000

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
Eagle Point Blue Rapids Parks Council & Aim for Success	Pumpkin Walk	Oct. 28, 2021	\$1,000

Following the awarding of one (1) grant for the applications under the purview of Town Administration, there is a total of \$4,000 remaining in the fourth quarter allocation of the Community Events Grant for the one (1) application under Council's purview.

The two (2) eligible applications are being submitted for Council consideration.

2. IMPLICATIONS:**2.1. Financial:**

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 2021 Budget, which is \$5,000 per quarter.

2.2. Legal/Risk:

There are no anticipated legal implications connected with this decision.

2.3. Organizational:

There are no anticipated organizational implications connected with this decision.

2.4. Service Levels:

There are no anticipated service level implications connected with this decision.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

The decision will be communicated to the applicants and as per Policy No. A-01-01 Supports Grants for Community Events, the Town will be acknowledged as a sponsor for the event.

4. NEXT STEPS:

Administration will notify all applicants of Councils decision and the appropriate financial steps will then take place.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	
Municipal Bylaws	
Other Plans or Policies	<p>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 Supports Grants for Community Events.</p> <p>The Social Development Plan, through its objectives sets out to:</p> <ul style="list-style-type: none"> • 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.

6. POTENTIAL MOTIONS:**OPTIONS FOR THE APPLICATION FROM BUGGY ARM WRESTLING:**

- A. That Council award Buggy Arm Wrestling \$ from the Community Events Grant to help cover the costs associated with hosting the following arm-wrestling competitions: Stronghold Competitions - Dec. 11, 2021 & Apr. 23, 2022, the Outdoor Summer Event - June 2022 and World Title Match Aug. 27, 2022.

- B. That Council accept the application by Buggy Arm Wrestling from the Community Events Grant to help cover the costs associated with hosting the following arm-wrestling competitions: Stronghold Competitions - Dec. 11, 2021 & Apr. 23, 2022, the Outdoor Summer Event - June 2022 and World Title Match Aug. 27, 2022, as information only.

OPTIONS FOR THE APPLICATION FROM THE DRAYTON VALLEY & DISTRICT CHAMBER OF COMMERCE:




- C. That Council award the Drayton Valley & District Chamber of Commerce \$ from the Community Events Grant to help cover the costs associated with purchasing trophies to be presented at the Business Awards Event.
- D. That Council accept the application by the Drayton Valley & District Chamber of Commerce from the Community Events Grant to help cover the costs associated with purchasing trophies to be presented at the Business Awards Event, as information only.

7. RECOMMENDATION:

Administration is deferring final decision to Council.

8. ATTACHMENTS:

1. Fourth Quarter Grant Applications

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Buggy Arm Wrestling

Name of Event: Stronghold Championship - Dec. 11, 2021 & Apr. 23, 2022
Outdoor Summer Event - June, 2022 and World Title Match - Aug. 27, 2022

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	Benefits community as a whole.
not duplicate past or present local services (unless a need can be demonstrated)	Not duplicated
provide equal access to the service without discrimination	Yes
not already receiving direct or indirect support from the Town for the stated service	No other direct support for this event.
address an identified need in the community or contribute to the common good of the community	Contributes to the common good of the community
recognize the Town's contribution to the event or service sponsored	Recognition on social media, website, on-site and any other media sources that is available.
other revenue sources have been sought or obtained	No other sources have been disclosed.
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 (social and community service organizations)

Comments:

Requesting \$1,800 to help cover the costs associated with hosting the following arm wrestling competitions: Stronghold Championship - Dec. 11, 2021 & Apr. 23, 2022, the Outdoor Summer Event - June, 2022 and World Title Match - Aug. 27, 2022.

Recommendation to Council:

For Council Consideration



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT

APPLICATION FORM

Date: SEP 28. 2021. Event Date: DEC 11. 2021.

Organization Name: BUGGY ARMWRESTLING

Mailing Address: 5505 47 AVE, DRAYTON VALLEY, T7A 1K2

Contact Name: DAL BAGARIC Title: PRESIDENT

Email: BUGGYAW@HOTMAIL.COM Telephone: 780.777.1433

ORGANIZATION MANDATE

Description of the organization's mandate:

WE ARE SPORTS CLUB THAT STRIVES TO BRING AWARENESS OF A HEALTHY LIFESTYLE. ORGANIZING BIG TOURNAMENTS AT LEAST 4 TIMES A YEAR IN DRAYTON VALLEY. WE ALSO HAVE OUR OWN CLUB ON 5105, 50 ST, UNIT 14 THAT WELCOMES KIDS/YOUTH, MAN, WOMAN, DISABLED AND MASTER EQUALLY FROM ALL SPHERES OF COMMUNITY

STATED SERVICE

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

- MON. - FRI OPEN TRAINING IN CLUB
- DEC 11. 2021
- APR 23. 2022.
- OUTDOOR SUMMER EVENT
- DEC 17. 2022.
- WORLD TITLE MATCH WORLDWIDE STREAMING

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

- OUR EVENTS ARE VISITED FROM OTHER PROVINCES AND GATHER 200-400 PARTICIPANTS AND SPECTATORS. THAT AMOUNT OF GUESTS WILL FOR SURE AFFECT SOME LOCAL SERVICE AND GOODS PROVIDERS.
- PUBLIC PROMOTION AND PROGRAM FOR THE LOCAL POPULATION

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

- HOTELS, GAS STATIONS, RESTAURANTS, STORES, ETC WILL DIRECTLY BENEFIT
- INTERESTING AND DYNAMIC EVENT
- TOWN AND TOWN BUSINESS PROMOTION
- BIGGER INTEREST TO SPORT ACTIVITIES

SPONSORSHIP REQUEST

Reason for request from the Town:

- RESTRICTIONS AND ECONOMY AFFECTED US TOO
- WE BELIEVE THAT OUR PROGRAM WILL IMPROVE QUALITY OF SERVICES IN THE TOWN
- AS NON-PROFIT ORGANIZATION WE DEPENDS ON COMMUNITY SUPPORT TOO

Nature of the request and/or amount requested:

- ETC VENUE FEES ARE 600.00 CAD PER EVENT
- 3 EVENTS X 600 = 1.800.00 CAD FOR VENUE BY THE END OF 2022,
- ANY AMOUNT WILL HELP

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 PROMOTED ON EVENTS, ON OUR WEB SITE, F.B. AND OTHER 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.

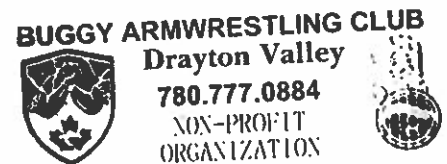
FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Applicant's Signature: _____

Date: SEP 29. 2021.

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 for 2021- 2022.

Incoming tournaments and events

- Dec 11. 2021. Stronghold Championship, Drayton Valley
- April 23. 2022. Stronghold Championships, Drayton Valley
- June 2022. Outdoor Summer event, Drayton Valley
- July 16. 2022. Biker Armwrestling night, Thorsby
- Aug 27. 2022. Stronghold main event, Drayton Valley

Each event in Drayton Valley costs are:

- Venue	600 CAD
- Armwrestling association fees	350 CAD
- Certified referees	1.200 CAD
- Medals and trophies	1.000 CAD
- Media covering	500 CAD
- Direct and indirect costs	600 CAD
All together:	4.250 CAD x 4 events = 17.000 CAD

Except above mentioned we have in plan to buy some training equipment and install windows decals on entry windows. Also. Space rent, utilities and other cost.

- training equipment	3.000 CAD
- windows decals	1.250 CAD
- rent, utilities, internet, POS, Telus Security system	18.000 CAD
All together:	22.250 CAD

$$17.000 + 22.250 = 39.250 \text{ CAD}$$

With due respect

BAWC and SAWL President
Dalibor Bagaric

BUGGY ARMWRESTLING CLUB
Drayton Valley
780.777.0884
NON-PROFIT
ORGANIZATION

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





TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT CHECKLIST

OFFICE USE ONLY

Name of Applicant: Drayton Valley and District Chamber of Commerce

Name of Event: Business Awards Event - Fall of 2021

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	Benefit a select group of Businesses
not duplicate past or present local services (unless a need can be demonstrated)	Not duplicated
provide equal access to the service without discrimination	The event is inclusive to only business that have been entered to receive an award.
not already receiving direct or indirect support from the Town for the stated service	No other direct support for this event. (Not sure about facility rental requests as the event date is yet to be confirmed.
address an identified need in the community or contribute to the common good of the community	Promotes the importance of supporting local businesses.
recognize the Town's contribution to the event or service sponsored	Recognition is unclear on the application.
other revenue sources have been sought or obtained	Sent a request to Brazeau County for \$1,000

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 (social and community service organizations)

Comments:

Requesting \$1,000 to assist with the purchase of trophies to be presented at the event to local businesses.

Recommendation to Council:

For Council Consideration



TOWN OF DRAYTON VALLEY

COMMUNITY EVENT GRANT

APPLICATION FORM

Date: July 4/2021 Event Date: To Be Held In The Fall

Organization Name: The Drayton Valley and District Chamber of Commerce

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

Mailing Address: _____

Contact Name: Diane Huska 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:

Our mission is to be a leader in economic educational and social resources for all businesses and organizations. To serve as an advocacy tool and create innovative solutions for the enhancement of the community prosperity and moving business forward.

STATED SERVICE

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

We will be holding an award event for all type of businesses and their staff. It will be held at CETC. We are working on dates + time to be in the Fall of 2021.

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

All types of businesses, along with their staff will be eligible to be entered in this event based on what category each business or employee fall under.

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

Awards will be given out in recognition of their service to the community

SPONSORSHIP REQUEST

Reason for request from the Town:

We are requesting \$1000⁰⁰ to help cover costs of the awards.

Nature of the request and/or amount requested:

We will be purchasing many awards and would like to request \$1000⁰⁰

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?

Each business or employee will be awarded a trophy if they get picked in their category

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: July 4/2021

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 for Trophies to be Purchased for Awards
Event for businesses and employees

Trophy	- \$3000 ⁰⁰	Total
Chamber	- 1000.00	- will contribute
Town	- 1000 ⁰⁰	grant
County	- 1000 ⁰⁰	grant

We have requested sponsorship from the county
As some of the businesses will be in the county

TOWN OF DRAYTON VALLEY

REQUEST FOR DECISION

SUBJECT:	AUMA Committee & Board of Director Position(s)
MEETING:	November 3, 2021 Regular Meeting of Council
PRESENTED BY:	Robert Osmond Interim Chief Administrative Officer

1. PROPOSAL AND BACKGROUND:

AUMA is seeking nominations for qualified candidates to serve on its Board of Directors. The role of the Board is to provide informed leadership for Alberta municipalities on behalf of AUMA programs, policies and initiatives. Each Board member is responsible for advancing the interests of AUMA, its goals, programs, issues and policies. Elections will take place on Friday, November 19, 2021, during the annual AUMA Convention.

The following Board positions are scheduled for election in 2021:

- President
- Director, Cities up to 500,000 for a two-year term (two to be elected)
- Director, Towns East for a two-year term
- Director, Villages South for a two-year term
- Director, Summer Villages for a two-year term
- Vice-President and Director, Cities up to 500,000
- Vice-President, Towns
- Vice-President, Villages and Summer Villages

Participating on an AUMA Committee provides an opportunity to influence the direction of policy and programs for AUMA, increase networks and give back through leadership. Application forms must be submitted by Friday, November 19, 2021.

The following Committees are scheduled for applications for 2021 / 2022:

- Infrastructure and Energy Committee
- Municipal Governance Committee
- Safe and Healthy Communities Committee
- Sustainability and Environment Committee
- Small Communities Committee
- Audit and Finance Committee
- Investment Advisory Committee
- Economic Committee

2. IMPLICATIONS:

2.1. Financial:

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

Board members are entitled to receive honoraria for their service on the Board, a committee or task force and are reimbursed for expenses incurred on AUMA business in accordance with AUMA policy. Board members also receive an allowance for professional development.

2.2. Legal/Risk:

There are no anticipated legal implications.

2.3. Organizational:

There are no anticipated organizational implications.

2.4. Service Levels:

There are no anticipated service level implications.

3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

The role of the Board is to provide informed leadership for Alberta municipalities on behalf of AUMA programs, policies and initiatives

Participating on a Committee provides an opportunity to influence the direction of policy and programs. In addition, you will gain greater awareness of AUMA initiative as well as increase your network and leadership skills.

4. NEXT STEPS:

The 2021 AUMA Board elections will be held during the AUMA Annual Convention on Friday, November 19, 2021. The *Candidate Information and Nomination Package* provides information to individuals interested in participating in the nomination and election process for AUMA Board positions. Prospective AUMA Board candidates are encouraged to contact AUMA's Returning Officer for further information on the role and responsibilities of an AUMA Board Member. The deadline for receipt of nomination documents for the 2021 AUMA Board elections is Friday, November 12, 2021. Nomination documents must be submitted to the AUMA's Returning Officer.

The AUMA Board will review all applications received and appoint members to the various committees based on expertise and criteria ensuring balance and representation of various regions. All applicants will receive a letter from AUMA once the appointments have been made.

5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	
Municipal Bylaws	
Other Plans or Policies	<i>C-05-14 Boards and Committees to Council Policy</i> <i>C-01-00 Council Remuneration Policy</i>

6. POTENTIAL MOTIONS:

- A. That Council approve _____ to submit a nomination package for the position of _____ for the 2021 AUMA Board of Directors.
- B. That Council approve _____ to submit an application for the 2021 / 2022 _____ Committee.
- C. That Council defer to Administration for _____.

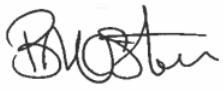


7. RECOMMENDATION:

Administration recommends the approval of an Elected Official(s) submitting a nomination package(s) for the designated 2021 scheduled position(s).

Administration recommends the approval of an Elected Official(s) submitting an application for an AUMA committee(s) for 2021 / 2022.

8. ATTACHMENTS:

1. Candidate Information and Nomination Package
2. Frequently Asked Questions: Joining a Committee

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

2021 AUMA Board Election

Candidate Information and
Nomination Package



WE ARE
economies
OF SCALE

WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

Table of Contents

Introduction.....	3
Positions Available	3
Board Role and Responsibilities	3
Eligibility	4
Ideal Board Member Profile	4
Time Commitment.....	4
Honoraria and Expenses	5
Nomination Papers	5
Nomination Deadline.....	5
Appendix A – Electoral Zones	6
Appendix B – Nomination Paper for Board of Directors.....	7
Appendix C – Nomination Paper for President.....	9
Appendix D – Nomination Form for Vice-President	11

Introduction

The 2021 AUMA Board elections will be held during the AUMA Annual Convention on **Friday, November 19, 2021**.

This package provides information to individuals interested in participating in the nomination and election process for AUMA Board positions. Prospective AUMA Board candidates are encouraged to contact AUMA's [Returning Officer](#) for further information on the role and responsibilities of an AUMA Board Member.

Positions Available

The following AUMA Board positions are up for election this year:

- President – two-year term
- Director, Cities up to 500,000 – two-year term (two positions available)
- Director, Towns East – two-year term
- Director, Villages South – two-year term
- Director, Summer Villages – two-year term
- Vice-President, Cities up to 500,000 – one-year term
- Vice-President, Towns – one-year term
- Vice-President, Villages and Summer Villages – one-year term

Board Role and Responsibilities

The role of the Board is to provide informed leadership for Alberta municipalities on behalf of AUMA programs, policies and initiatives. Each Board member is responsible for advancing the interests of AUMA, its goals, programs, issues and policies. Key Board responsibilities include:

- Developing and evaluating the specific advocacy programs and services of the Association.
- Ensuring that the powers, duties and functions of the Association are appropriately carried out.
- Carrying out the powers, duties and functions expressly given to it under legislation and the Bylaws or policies of the Association.
- Monitoring and influencing government legislation, programs and policies which impact the membership.
- Ensuring effective, credible relations in respect of advocacy are maintained with member municipalities, the provincial government and other organizations.
- Apprising the membership of significant national and provincial trends and/or issues that affect local governments and taking action to ensure their interests are known to decision makers.
- Monitoring, as the sole shareholder, the Association interest in the Alberta Municipal Services Corporation (AMSC).
- Establishing a mandate for itself and for the Administration on an annual basis and approving an operational plan to achieve its mandate.
- Approving an operational plan to achieve its mandate.

Eligibility

Complete details on standing for election are outlined in the AUMA Election Procedures Handbook; however, generally those eligible to stand in an election must:

- be an elected official of a Regular Member in good standing,
- submit a completed nomination in the form prescribed by the Returning Officer,
- be nominated by at least two other elected representatives of Regular Members in good standing, and
- for President or Vice-President positions, have the nomination approved by a motion of the council of the nominee's municipality.

Ideal Board Member Profile

AUMA seeks committed Board members with high ethical standards and an interest in the long-term best interests of AUMA and its members. Experience serving on public/private sector or not-for-profit boards is desirable. While not required, other desirable competencies include:

- Board Governance
- Municipal Governance/Operations
- Business Administration/Management
- Legal/Regulatory
- Human Resources
- Accounting/Financial
- Risk Management
- Public Relations/Media
- Information Technology
- Strategic Planning

Time Commitment

Below is the estimated amount of time necessary for an individual to fulfill their role as an AUMA Board member. Board members are also expected to attend additional retreats, meetings, or education sessions as required from time to time.

Regular Scheduled Board Meetings	Board meetings are held monthly, except for July. Meetings begin at 9:00 am (allow 5-6 hours per meeting). <i>*Please note that the first meeting of the new Board will commence immediately following the close of Convention</i>
Board Member Orientation Session	New Board Members are required to attend orientation sessions prior to the December 2021 Board meeting (allow 3 -5 hours).

In addition, each Board member is expected to serve on at least one Board committee. The current Board standing committees are:

Executive Committee	Committee meetings are held monthly and begin at 9:00 am (allow 4-6 hours per meeting).
Municipal Governance Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Sustainability and Environment Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Safe and Healthy Communities Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Infrastructure and Energy Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Small Communities Committee	Committee meetings are held three times per year and begin at 9:00 am (allow 4-6 hours per meeting).
Human Resources Committee	Committee will meet a minimum of twice per year. Meetings begin at 9:00 am (allow 4-6 hours per meeting).
Audit and Finance Committee	Committee meetings are held quarterly and begin at 9:00 am (allow 4-6 hours per meeting).
Investment Advisory Committee	Committee will meet a minimum of twice per year. Meetings begin at 9:00 am (allow 4-6 hours per meeting).
Economic Affairs Committee	Committee will meet a minimum of twice per year. Meetings begin at 9:00 am (allow 4-6 hours per meeting).

Honoraria and Expenses

Board members are entitled to receive honoraria for their service on the Board, a committee, or task force and are reimbursed for expenses incurred on AUMA business in accordance with AUMA policy. Board members also receive an allowance for professional development.

Nomination Papers

Nomination Papers for each Board position are provided in Appendix B, C and D.

Nomination Deadline

The deadline for receipt of nomination documents is Friday, November 12, 2021, at 11:59 p.m.

Your nomination documents must be submitted by email to ReturningOfficer@auma.ca.

Appendix A – Electoral Zones

Towns East	Towns West	Towns South	Villages East	Villages West	Villages South
Athabasca Bashaw Blackfalds Bon Accord Bonnyville Bruderheim Castor Coronation Daysland Elk Point Gibbons Hardisty Innisfail Killam Lac La Biche County Lamont Legal Millet Morinville Mundare Ponoka Provost Redwater Sedgewick Smoky Lake Stettler St. Paul Tofield Trochu Two Hills Vegreville Vermilion Viking Wainwright	Barrhead Beaverlodge Bentley Bowden Calmar Devon Drayton Valley Eckville Edson Fairview Falher Fox Creek Grimshaw High Level High Prairie Hinton Jasper Manning Mayerthorpe McLennan Onoway Peace River Penhold Rainbow Lake Rimbey Rocky Mountain House Sexsmith Slave Lake Spirit River Stony Plain Swan Hills Sylvan Lake Thorsby Valleyview Wembley Westlock Whitecourt	Banff Bassano Black Diamond Bow Island Canmore Cardston Carstairs Claresholm Coaldale Coalhurst Cochrane Crossfield Crowsnest Pass Didsbury Drumheller Fort Macleod Hanna High River Improvement District No. 9 (Banff National Park) Irricana Magrath Milk River Nanton Nobleford Okotoks Olds Oyen Picture Butte Pincher Creek Raymond Redcliff Redwood Meadows Stavely Strathmore Sundre Taber Three Hills Turner Valley Vauxhall Vulcan	Alliance Amisk Andrew Boyle Chauvin Chipman Clyde Consort Czar Edgerton Forestburg Glendon Halkirk Heisler Holden Hughenden Innisfree Irma Kitscoty Lougheed Mannville Marwayne Myrnam Paradise Valley Ryley Veteran Vilna Waskatenau	Alberta Beach Alix Bawlf Berwyn Big Valley Bittern Lake Breton Caroline Clive Delburne Donalda Donnelly Edberg Elnora Girouxville Hay Lakes Hines Creek Nampa Rosalind Rycroft Spring Lake Warburg	Acme Arrowwood Barnwell Barons Beiseker Carbon Carmangay Champion Coutts Cowley Cremona Delia Duchess Empress Foremost Glenwood Hill Spring Hussar Kananaskis Improvement District Linden Lomond Longview Milo Morrin Munson Rockyford Rosemary Standard Stirling Warner Youngstown
Cities up to 500,000				Cities over 500,000	Summer Villages
Airdrie Beaumont Brooks Camrose Chestermere Cold Lake Fort Saskatchewan Grande Prairie Lacombe Leduc		Lethbridge Lloydminster Medicine Hat MD of Mackenzie No. 23 Red Deer Regional Municipality of Wood Buffalo St. Albert Spruce Grove Strathcona County Wetaskiwin		Calgary Edmonton	<i>All Summer Villages vote for the Summer Village Director and for the Vice-President Villages and Summer Villages</i>

Appendix B

PART A – Nomination Paper for Board of Directors

We, the undersigned, duly nominate _____ of
NAME

MUNICIPALITY

POSITION ON COUNCIL

as a candidate in the election to be held for a two-year term for the office of:

- ☐ Cities up to 500,000 Directors (two to be elected by Cities up to 500,000 voting delegates)
- ☐ Towns East Director (one to be elected by Towns East voting delegates)
- ☐ Villages South Director (one to be elected by Villages South voting delegates)
- ☐ Summer Villages Director (one to be elected by Summer Villages voting delegates)

NOMINATORS

To be signed by two (2) elected officials from AUMA member municipalities of the relevant classification. Should the signatories not be elected officials from AUMA member municipalities of the relevant classification, the nomination will be disqualified.

PRINT NAME

SIGNATURE

MUNICIPALITY

PRINT NAME

SIGNATURE

MUNICIPALITY

- ☐ The candidate's biography is included with this Nomination Paper (please check)

The nomination deadline is 11:59 pm Friday, November 19, 2021
Completed nomination documents are to be submitted by email to ReturningOfficer@auma.ca.

Appendix B

PART B – Candidate’s Acceptance

CANDIDATE’S ACCEPTANCE		
CANDIDATE’S NAME	CANDIDATE’S SIGNATURE	CANDIDATE’S EMAIL
<p>By signing this form, I declare that:</p> <ol style="list-style-type: none"> 1. I am eligible to be elected to the office, 2. I will carry out the duties and responsibilities of the office if elected, 3. I will be bound by AUMA Policy BD010 – Board Member Ethics, Code of Conduct and Conflict of Interest and the disclosure provisions of Articles 8 and 9 of the AUMA Bylaws, and 4. I authorize the AUMA to publish my biography in AUMA publications including, but not limited to, the AUMA website and Weekly Digest. 		

Appendix C

PART A – Nomination Paper for President

We, the undersigned, duly nominate _____ of
NAME

MUNICIPALITY

POSITION ON COUNCIL

as a candidate in the election to be held for a two-year term for the office of President.

NOMINATORS

To be signed by two (2) elected officials from AUMA member municipalities of the relevant classification. Should the signatories not be elected officials from AUMA member municipalities of the relevant classification, the nomination will be disqualified.

PRINT NAME

SIGNATURE

MUNICIPALITY

PRINT NAME

SIGNATURE

MUNICIPALITY

☐ The candidate's biography is included with this Nomination Paper (please check)

The nomination deadline is 11:59 pm, Friday, November 12, 2021
Completed nomination documents are to be submitted by email to ReturningOfficer@auma.ca.

Appendix C

PART B – Candidate’s Acceptance

CANDIDATE’S ACCEPTANCE		
CANDIDATE’S NAME	CANDIDATE’S SIGNATURE	CANDIDATE’S EMAIL
<p>By signing this form, I declare that:</p> <ol style="list-style-type: none"> 1. I am eligible to be elected to the office, 2. I will carry out the duties and responsibilities of the office if elected, 3. I will be bound by AUMA Policy BD010 – Board Member Ethics, Code of Conduct and Conflict of Interest and the disclosure provisions of Articles 8 and 9 of the AUMA Bylaws, and 4. I authorize the AUMA to publish my biography in AUMA publications including, but not limited to, the AUMA website and Weekly Digest. 		

Appendix D

PART A – Nomination Paper for Vice-President

We, the undersigned, duly nominate _____ of
NAME

MUNICIPALITY POSITION ON COUNCIL

as a candidate in the election to be held for a one-year term of:

☐ Vice-President, Cities up to 500,000
☐ Vice President, Towns
☐ Vice-President, Villages and Summer Villages

NOMINATORS

To be signed by two (2) elected officials from AUMA member municipalities of the relevant classification. Should the signatories not be elected officials from AUMA member municipalities of the relevant classification, the nomination will be disqualified.

_____ PRINT NAME	_____ SIGNATURE	_____ MUNICIPALITY
_____ PRINT NAME	_____ SIGNATURE	_____ MUNICIPALITY

APPROVED BY MOTION OF COUNCIL

To be signed by the City Clerk/Municipal Secretary of the candidate's municipality confirming, through checking the minutes of Council, that the candidate's nomination has been approved.

_____ COUNCIL MEETING DATE	_____ MUNICIPALITY	_____ CITY CLERK/MUNICIPAL SECRETARY SIGNATURE
-------------------------------	-----------------------	---

☐ The candidate's biography is included with this Nomination Paper (please check)

The nomination deadline is 11:59 pm, Friday, November 12, 2021
Completed nomination documents are to be submitted by email to ReturningOfficer@auma.ca.

Appendix D

PART B – Candidate’s Acceptance

CANDIDATE’S ACCEPTANCE		
<div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> CANDIDATE’S NAME	<div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> CANDIDATE’S SIGNATURE	<div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> CANDIDATE’S EMAIL
<p>By signing this form, I declare that:</p> <ol style="list-style-type: none"> 1. I am eligible to be elected to the office, 2. I will carry out the duties and responsibilities of the office if elected, 3. I will be bound by AUMA Policy BD010 – Board Member Ethics, Code of Conduct and Conflict of Interest and the disclosure provisions of Articles 8 and 9 of the AUMA Bylaws, and 4. I authorize the AUMA to publish my biography in AUMA publications including, but not limited to, the AUMA website and Weekly Digest. 		

Joining a Committee

Why should I join a committee?

Have your say at the table. If you are a Municipal Elected Official or Senior Administrator and want to shape the direction of AUMA, consider applying to serve on one of our committees.

Participating on a committee provides an opportunity to influence the direction of policy and programs. In addition, you will gain greater awareness of AUMA initiatives as well as increase your network and leadership skills.

What is the expected time commitment?

Committee meetings are typically held four times in an appointment term.

Please allow a full day for these meetings as they typically start at 9:00 a.m. and end at 3:00 p.m.

Committee meeting agendas are available 7 days prior for meeting preparation and generally take a few hours to review depending on the agenda items.

What are the roles and responsibilities?

Committee members are responsible for:

- Attending meetings on a regular basis
- Preparing for and actively participating in meetings
- Representing the interests and views of AUMA members with whom they have contact with
- Communicating with AUMA members regarding matters under consideration unless confidential
- Exercising the care, skill, and diligence of a prudent person in carrying out their duties

Are honoraria provided and expenses covered?

Per AUMA Policy:

- Municipal Elected Officials are entitled to receive honoraria for their service on a committee established by the AUMA Board.
- Municipal Administrators and other persons serving on a committee established by the AUMA Board will be reimbursed for travel costs incurred on AUMA business.

About AUMA

The Alberta Urban Municipalities Association represents urban municipalities including cities, towns, villages, summer villages and specialized municipalities and more than 85% of Albertans. It is a dynamic and evolving association, advocating the interests of members to the provincial and federal orders of government and other stakeholders.

Our Vision

AUMA is a change agent that enables municipalities to be a fully engaged order of government with the capacity to build thriving communities.

Our Mission

AUMA is the voice of urban municipalities and provides visionary leadership, solutions-based advocacy, and service excellence.

Visit auma.ca for more info.



Joining a Committee

Committee Descriptions

- The **Infrastructure and Energy Committee** looks at matters pertaining to municipal infrastructure and financing, municipal infrastructure related grants and transfers, tangible capital assets, asset management, transportation and public works, roads and bridges, rights of way including utilities, energy policies and market access, and disaster planning and emergency management.
- The **Municipal Governance Committee** looks at matters pertaining to the Municipal Government Act and related legislation, property assessment and tax policy, municipal revenue and cost sharing, intermunicipal cooperation, the municipal sustainability strategy, roles and responsibilities of municipalities, citizen engagement, indigenous relations, and Convention resolutions.
- The **Safe and Healthy Communities Committee** considers issues relating to health and safety (including emergency medical response and police funding), social programs (FCSS, poverty reduction, affordable housing, and homelessness), culture and recreation, and Welcoming and Inclusive Communities.
- The **Sustainability and Environment Committee** reviews matters pertaining to water, climate change, clean air, brownfields, solid waste management, land use planning and cumulative effects management, and municipal sustainability planning.
- The **Small Communities Committee** provides advice on opportunities and challenges affecting the sustainability of small communities. This Committee is also responsible for providing a small communities perspective on key AUMA policy initiatives.
- The **Audit and Finance Committee** is responsible for ensuring, using the appropriate methodologies and processes, the overall probity and integrity of financial systems and practices for AUMA and its associated entities.
- The **Investment Advisory Committee** is responsible for ensuring, using appropriate methodologies and processes, the internal investment funds and those held in Trust or by agreement are well-managed and operate in compliance.
- The **Economic Committee** looks at matters and resolutions related to labour and immigration, jobs, economy, innovation and technology, energy policies and market access, and advanced education.

Application and Selection Process

1. Read the descriptions of each Committee to identify which one(s) interests you and then complete the application form [online](#).
2. Applications for 2021/2022 must be submitted by **November 19, 2021**.
3. The AUMA Board will review all applications received and appoint members to the various committees based on expertise and criteria ensuring balance and representation of various regions.
4. All applicants will receive a letter from AUMA once the appointments have been made.

Submit your interest to join a committee

Fill out our [online form](#) to submit your interest in joining a committee.



Department Report

Department: Planning & Development.

General Manager: Ken Woitt

Date of Regular Council Meeting: Nov.3, 2021



INFORMATION PRESENTED:

- 1) Proposed Deer Meadows ASP
 - The ASP proposes to create “estate” lots, 1.5 – 3.5 acres in size, on east edge of Town, adjacent to Merwa subdivision to the west and the Highland ASP lands to the south.
 - Conducted internal department review Sept 27- Oct. 21/21 which compiled the Town’s issues that need further discussion.
 - Meet with the Developer on Oct. 22/21 to discuss these issues.
 - Planning is preparing to present the ASP project for discussion at Nov. 10, 2021 G & P meeting to determine if it goes to Council for First Reading or back to the Developer for revisions.
- 2) Revisions to the HW Pickup School Site Plan
 - Planning worked collaboratively with Alberta Infrastructure to expand the public drop off and parking area on the south side of the HW Pickup School adjacent to 43rd Avenue.
 - The south entrance was relocated further east to allow a longer internal drop-off road, additional parking spaces and more queuing space on 43rd Ave from the intersection to turn into the parking/drop-off area.
 - We are anticipating a revised site plan next week.
 - There are no extra costs attributed to the revisions to the site plan.
- 3) Asset Management & Bill 48 Webinars
 - Finally, I participated in two on-line webinars over the last two weeks, Asset Management on Oct. 13 – 14/21 and Bill 48 Amendments to the MGA on Oct 21/21.
 - A lot of good and interesting information with contacts.

Thank you, that concludes the Planning report.

Department Report

Department: Infrastructure.

General Manager: Owen Olynyk.

Date of Regular Council Meeting: November 3, 2021.



INFORMATION PRESENTED:

1) Landfill

- Landfill Operations RFP re-issued due to both proponents being non-compliant, tender to close November 19.
- Contract will be for a five year term with a negotiable start date due to the difficulty of acquiring equipment with current market conditions.
- As of October 22, the Recycling Centre has transitioned to its new location at the landfill.
- Scalehouse is now operated by Town staff with Town-owned scale software.

2) Utilities

- Hydrant winterizing 90% complete.
- Cell 1&2 wastewater lagoon Hydrasurvey complete, cost of \$300,000 is quoted to de-sludge both due to settlement level amounts.
- Vibration testing complete on fire pumps in reservoir building, two pumps are identified as needing total critical rebuild.

3) Public Works

- Leaf sweeping on roads and in parks on-going until snowfall.
- Currently transitioning fleet to winter operations ready.
- Winter sand and sander units prepped for start of winter.
- Prepping new Public Works building for transition, once phone, internet and other necessary renovations are complete.

4) Engineering

- C.E.T currently doing cost assessments for future road and trail rehabilitations.
- Planning of next concrete/sidewalk rehabilitation cycle pending Council budget approval.

5) Facilities Maintenance

- Facilities Manager is working on a report on what maintenance is required for every Town-owned building for budgetary purposes and strategic planning. Manager to address Council with his assessment during budget deliberations,

Department Report

Department: Enterprise and Growth

General Manager: Victor Bujor

Date of Regular Council Meeting: November 3rd, 2021



INFORMATION PRESENTED:

- 1) Start-Up Drayton Valley
 - Dragon's Den
 - Hackathon
 - Labor Market Grant
- 2) Class 1 MELT
 - Compiled Business info
 - Put together a Briefing Note for submission AB Ministers, will be discussed at the commission with MLA Mark Smith
- 3) Education Everest Contract
 - Everest is drafting agreement to the PSI that they anticipate will be signed within two weeks, at which time we will be notified of their identity. Will be working on draft agreement between mystery PSI and TODV regarding provision of services (student support services, transportation, etc.)
 - Education Open House is scheduled for Tuesday, November 23rd from 4-7pm at the CETC – Attendees include post-secondary institutions (U of A Faculty of Extension, Northern Lakes College, Health Care Aide Academy, and Delmar College); local organizations providing local adult programming (DV Community Learning) and scholarships/ bursaries (DV Community Foundation and Community Scholarship Trust Society).
 - Meeting with DV Community Foundation next week to plan upcoming bursary/ grant writing application sessions (tentatively scheduled for November 8th and 17th) for community members who plan on / and or need assistance applying for the Pembina Education Society Adult Continuing Education Bursary as well as the ToDV's Zero Fee Tuition program.
- 4) Economic Development:
 - Developing survey to identify industry gaps and the needs of our working community members
 - Finalizing the Business Welcome Package to be approved by Council and put on our Economic Development webpage
 - Working with CARIN, Alberta Innovates, Platform Calgary, and Startup Edmonton to create a business incubation program to offer residents in the community
 - Working with local businesses to create dialogue with Administration and Council to have an open line of communication for the needs of employers in the area
 - Creating more ways to communicate with locals regarding our community and economic development incentives
 - Continued work with tourism industries locally and regionally to attract newcomers to our area
- 5) Sustainability.
 - Energy Efficiency Day (6 Oct 2021), the Town boosted POUR and E-CENT programs to residents through social media.
 - The Online Energy Escape Room: Binsky Boo Party Edition was held from Oct 6-Oct 15, 2021.
 - FCM Sustainable Communities Conference 2021 from Oct 19 – Oct 21, 2021

Department Report

Department: Finance & Corporate Services

General Manager: Elvera Thomson

Date of Regular Council Meeting: Nov 3, 2021



INFORMATION PRESENTED:

- 1) Trailer Court Collections
 - Our new collections agency seems to be much more effective than the last one we used. We have seen multiple customers pay their bills that had been deemed uncollectible.
 -
- 2) 2022 Budget
 - I am working with Department Heads and General Managers to prepare the Budget Presentations for the Nov 4th Budget meeting.
 - Our team is currently working with Department Heads and General Managers to update the 2022 fee schedule to ensure cost recovery in all areas necessary.
 - I am working with the CAO and HR Professional to evaluate our pay stack and ensuring that our pay bands are moving together and are where they should be.
- 3) Grants
 - We are currently working on finding all grants that town operating, or capital projects would qualify for.
 - Our team is working on getting our grant file up to date. Making sure all grant reporting is being done in a timely manner, thereby making sure our cash comes in as fast as possible.
- 4) Landfill Accounts Receivables and Revenue Reconciliations
 - We are currently working on procedures that will be efficient and effective for both the landfill staff and our finance team.

Information Items

9.0	Information Items	Pages 93-126
9.1.	Sustainability Committee Meeting Notes – June 22, 2021, July 5, 2021, August 4, 2021, and August 24, 2021	94-102
9.2.	Drayton Valley Municipal Library Meeting Minutes – August 19, 2021	103-106
9.3.	STAR Catholic School Board Meeting Highlights – October 2021	107
9.4.	Brazeau Foundation Meeting Minutes – September 16, 2021	108-111
9.5.	Childcare Operational Board Meeting Minutes – June 25, 2021	112-114
9.6.	Drayton Valley RCMP Stats – September 2021	115-126

MOTION:

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



*Sustainability Committee Meeting
Tuesday, June 22, 2021, 9:00 am to 11:00 am
Town of Drayton Valley – **Downtown Park***

Meeting Notes

Present: Councillor Fayrell Wheeler, Councillor Nancy Dodds, Aishah Mohd-Isa, Jennifer Stone, Owen Olynyk

1.0 Call to Order

Councillor Wheeler called the meeting to order at 9:08 a.m.

2.0 Additions or Deletions to Agenda

2.1 Councillor Dodds proposed to add Indigenous Appreciation as Item 5.8.

3.0 Adoption of Agenda

Councillor Dodds moved to approve the agenda as presented.
Carried

4.0 Approval of Committee Meeting Notes

4.1 Sustainability Committee Meeting Notes, May 18, 2021

5.0 Discussion Items

5.1 Blue Chairs RFP

Owen Olynyk updated the committee that there were no proposals were submitted. Councillor Dodds proposed that Committee explores putting up directional poles around Town.

Councillor Wheeler will connect to Jesse Townsend and Big West to get quotations for the poles and a giant chair.

Committee will explore potential to link the poles to a place maker app Story City and organize a video making event with the app.

Jennifer Stone advised the committee that there has been no official petition submitted for Council's consideration regarding the Blue Chairs project, however it is worth signalling to the community that council accepts feedback. Committee discussed ways to continue engaging the community based on this hot topic (Farmer's Market, roving boards).

Sustainability Committee Meeting

May 19, 2021

5.2 Transitioning temporary patios

The committee discussed the transition based on inputs from Matt Ellis via email. Two actions were proposed for next actions:

- For this year, there should be a set date for when the patios must be taken down (i.e. first snow, end of year). Jen Stone will connect with Matt Ellis about putting forward a social media announcement on the deadline, to be followed up with a letter to all restaurants in town.
- For 2022, it was suggested that the Town engage with restaurants in December/January to see if there is a way to make the patios permanent without violating any of the health, ALGC etc regulations/codes, although this may require updates to the LUB/development permits.

5.3 PACE updates

Aishah Mohd Isa updated the committee that a PACE working group has been formed and a draft Bylaw will be submitted for Council G&P by end of July. An early draft version will be circulated before that for committee comments.

5.4 Introduction to Municipal Energy Manager Program

Aishah presented the MEM program overview, benefits, and deliverables to the committee for information.

5.5 Solar bench update

The solar bench has been fabricated and constructed but still requires one more component before it can be installed. The location for the bench will be between MCC and HTA.

The bench has a white background and display boards. Committee will discuss ways to make use of these for community engagement. Discussions will continue at next meeting.

5.6 E Ventures update

Aishah updated the Committee that City of Edmonton has joined the advisory board and that a letter will be sent to ministers to ask for project funding.

5.7 Completed projects (EVM, escape room)

5.7.1 Two electric utility vehicles were purchased for the Town, 30% of the purchase price is funded by Municipal Climate Change Action Centre (MCCAC). The project completion report has been submitted. Committee proposed showcasing the vehicles during Canada Day Parade.

5.7.2 The Escape Room program, funded by Drayton Valley Community Foundation, was implemented within the last month. The program is in collaboration with the municipal library.

- The Serenity vs Schism: CETC Edition ran at CETC on 3,5 and 7 June 2021. Ten groups participated.
- The Serenity vs Schism: School Edition ran for Grade 4 students at Aurora Elementary School, Evergreen Elementary School and St Anthony School on 18, 21 and 23 July 2021.

Feedback from participants was generally positive.

*Sustainability Committee Meeting**May 19, 2021*

5.7.3 Two puzzle pieces representing PCP Milestones 2-3 arrived and the trophy is now on display in the Council Chambers.

5.8 Indigenous Appreciation

Committee discussed potential programs to improve indigenous appreciation in the community. Jen Stone will research further and committee will continue discussion at next meeting.

6.0 Standing Items

- 6.1** POUR Program (Winter 2021)
- 6.2** PACE Program
- 6.3** Events budget tracking
- 6.4** Edible Trees grant (August 2021)
- 6.5** Placemaking
- 6.6** Outdoor patios (January 2022)

7.0 Information Items

8.0 Items for Next Meeting

- Temporary outdoor patios
- Summer engagement with community
- Directional pole and blue chair
- Solar bench community engagement
- Indigenous reconciliation program
- Lanterns on the pond

9.0 Next Meeting Date

- July 5, 2021, 11 a.m. – 12 p.m. at Town of Drayton Valley in Conference Room #2

10.0 Adjournment

Councillor Wheeler adjourned the meeting at 11 a.m.



*Sustainability Committee Meeting
Tuesday, July 5, 2021, 11:00 am to 12:00 am
Town of Drayton Valley – **Conference Room #2***

Meeting Notes

Present: Councillor Fayrell Wheeler, Councillor Nancy Dodds, Aishah Mohd-Isa, Jennifer Stone, Matt Ellis, Lisa Legeas

1.0 Call to Order

Councillor Wheeler called the meeting to order at 11:09 a.m.

2.0 Additions or Deletions to Agenda

3.0 Adoption of Agenda

Councillor Dodds moved to approve the agenda as presented.
Carried

4.0 Approval of Committee Meeting Notes

4.1 Sustainability Committee Meeting Notes, June 22, 2021

5.0 Discussion Items

5.1 Temporary outdoor patio

Discussed extending the patio to October 1, 2021 which was confirmed by Matt Ellis. Jenn Stone to put on social media and possibly send letters to all restaurants who may not have access to social media. Planning & Development is in discussion if restaurants will be able to make patios permanent.

5.2 Summer engagement with community

Discussed booking a spot at the next couple of farmers markets for both Councillor Wheeler and Councillor Dodds to obtain feedback from the community. Could we prepare an online survey? A video will be posted from the councillors asking for resident's feedback. We will discuss further at the next meeting.

5.3 Directional pole and blue chair

Discussed having a directional pole located at the south entrance truck stop to advertise all the "free" locations, facilities, and activities to do within our community. Pump track, splash park, walking trails etc. We need to provide the interested contractor with our budget or have them prepare a quote. Discussed in detail what the pole would look like and the expectations. Discussed a second location with

*Sustainability Committee Meeting**May 19, 2021*

facility information on it and the committee will talk more at future meetings once the first one is made and displayed.

5.4 Solar bench community engagement

Aishah Mohd-Isa to take the lead on this item.

5.5 Indigenous reconciliation program

Jenn Stone to research and report back to the committee at the next meeting.

5.6 Lanterns on the pond

The committee would like to hold the event again in September. Same location and time. Discussed having food vendors and other activities this year to make it a bigger event. The committee will confirm details at the August meeting.

5.7 E&E Inventory 2021

Aishah Mohd-Isa referred to the handout that was attached to the agenda and reviewed the numbers from this year to last. Aishah Mohd-Isa to create a power point to present to the rest of Council.

6.0 **Standing Items**

6.1 POUR Program (Winter 2021)

6.2 PACE Program

6.3 Events budget tracking

6.4 Edible Trees grant – Owen to attend the meeting in August for discussion

6.5 Placemaking

7.0 **Information Items**

8.0 **Items for Next Meeting**

- Summer engagement with the community
- Lanterns on the pond
- Edible tree grant
- Indigenous reconciliation program

9.0 **Next Meeting Date**

- August 4, 2021, 9 a.m. – 11 p.m. at Town of Drayton Valley in Conference Room #2

10.0 **Adjournment**

Councillor Wheeler adjourned the meeting at 12:42 p.m.



*Sustainability Committee Meeting
Wednesday, August 4, 2021, 9:00 am to 11:00 am
Town of Drayton Valley – **Conference Room #2***

Meeting Notes

Present: Councillor Fayrell Wheeler, Councillor Nancy Dodds, Owen Olynyk, Aishah Mohd-Isa, Jennifer Stone, Lisa Legeas

1.0 Call to Order

Councillor Wheeler called the meeting to order at 9:05 a.m.

2.0 Additions or Deletions to Agenda

2.1 Solar bench to be added as 5.5

3.0 Adoption of Agenda

Councillor Dodds moved to approve the agenda as presented.
Carried

4.0 Approval of Committee Meeting Notes

4.1 Sustainability Committee Meeting Notes, July 5, 2021

5.0 Discussion Items

5.1 Summer engagement with community

Miss Stone advised there were approximately 70 comments and suggestions from the social media video. Councillor Wheeler and Councillor Dodds both received feedback while attending the Farmers Markets. The committee to discuss further ideas and present to Council for feedback. Councillor Wheeler talked with a resident about the direction poles, quotes and ideas which will be presented to Council as well. The committee discussed having a "Taste of DV" event which would allow restaurants to show case their food at a central location as well as bringing the community together. Councillor Wheeler and Councillor Dodds will contact DVHTA (Drayton Valley Hospitality and Tourism) for support. Further event discussions will be discussed at our next meeting.

5.2 Lanterns on the Pond

The event will be going ahead again this year. The committee chose September 22 as the date. The event will be held at the Northview Pond again. Miss Legeas to contact Public Works on what materials we kept from last year. The event will be from 6pm to 9pm. Miss Stone to print and provide more storm pond pamphlets to distribute

*Sustainability Committee Meeting**August 4, 2021*

at the event. Miss Legeas to contact the Aquatic Committee for a possible fundraising opportunity. Councillor Wheeler and Council Dodds will reach out to someone regarding entertainment. Further discussions of the event will be discussed at our next meeting.

5.3 Edible Tree Grant

Councillor Wheeler advised that the grant will be coming up in soon. The committee discussed multiple locations and decided on the south entrance area by the truck stop. Miss Legeas to have the Engineer provide a scale drawing for the grant application. Mr. Olynyk to research nurseries where to purchase the trees when able to.

5.4 Indigenous reconciliation program

Miss Stone will contact the local Metis association. Looking at a learning opportunity with a possible lunch and learn sometime in the fall. Further discussions at our next meetings.

5.5 Solar Bench

Mrs. Mohd-Isa advised that the bench will be installed within the next couple of weeks. She also asked about doing a community board on the back as well as display local artwork.

6.0 Standing Items

- 6.1** POUR Program (Winter 2021)
- 6.2** PACE Program
- 6.3** Events budget tracking
- 6.4** Placemaking

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

- Lanterns of the Pond
- Taste of DV

9.0 Next Meeting Date

- August 24, 2021, 9 a.m. – 11 p.m. at Town of Drayton Valley in Conference Room #2

10.0 Adjournment

Councillor Wheeler adjourned the meeting at 10:56 a.m.



*Sustainability Committee Meeting
Tuesday, August 24, 2021, 9:00 am to 11:00 am
Town of Drayton Valley – **Conference Room #2***

Meeting Notes

Present: Councillor Fayrell Wheeler , Councillor Nancy Dodds, Owen Olynyk, Aishah Mohd-Isa, Jennifer Stone, Lisa Legeas, Ryan Fynn, Diane Huska

1.0 Call to Order

Councillor Wheeler called the meeting to order at 9:02 a.m.

2.0 Additions or Deletions to Agenda

2.1

3.0 Adoption of Agenda

Councillor Dodds moved to approve the agenda as presented.
Carried

4.0 Approval of Committee Meeting Notes

4.1 Sustainability Committee Meeting Notes, August 4, 2021

5.0 Discussion Items

5.1 Lanterns on the Pond

Poster is ready to go. Communications will be promoting at least 3 weeks prior to the event. Councillor Wheeler ordered the lanterns (200). Bring your own markers. Lisa Legeas to confirm from Public Works about the pool noodles and rope. DV Aquatic Committee will do a snack table. Live music is a possibility. Talk to the Community Peace Officer and Fire Department. Have Public Works do regular maintenance around the pond. The committee will pick up lanterns after the event. Public Works will pick up any garbage cans etc. Jennifer Stone to use the poster from last year with updated information.

5.2 Taste of DV

Councillor Dodds reached out to a few restaurants and had some positive feed back. We need to send out some emails to other restaurants. 11am-3pm so restaurants can still have their supper rush. Call Adam as the health inspector, make sure he is on board. Farmers market food vendors, food trucks etc. Discussed getting a bathroom on site as part of AHS rules. Talk with the Facility Manager about power at

*Sustainability Committee Meeting**August 24, 2021*

the park. Chamber of Commerce to supply tickets for each food vendor. Vendors to submit the tickets and they would get paid back from the funds. Discussed charging \$1.00 per ticket. Leave it up to the restaurants to decide what to charge for their dishes. The Chamber of Commerce will provide water and juice or contact Cause for Critters to help assist for donations. Aishah Mohd-Isa to book the Omniplex if the weather does not cooperate. Extra garbage cans around the park, maintenance to be done by Public Works. Looking to have live music. Save the date to be promoted by Jennifer Stone. Look for blankets for picnics.

6.0 Standing Items

- 6.1 POUR Program (Winter 2021)
- 6.2 PACE Program
- 6.3 Events budget tracking
- 6.4 Placemaking

7.0 Information Items

- 7.1 Prestigious Engineering – Councillor Wheeler read an email from Jesse Towne about the directional poles
- 7.2 Wendy Stone – Councillor Wheeler read an email from Wendy Stone about the directional poles.

8.0 Items for Next Meeting

- Lanterns of the Pond
- Taste of DV
- Edible Tree Grant

9.0 Next Meeting Date

- September 16, 2021, 1 p.m. – 3 p.m. at Town of Drayton Valley in Conference Room #2

10.0 Adjournment

Councillor Wheeler adjourned the meeting at 10:30 a.m.

TOWN of DRAYTON VALLEY LIBRARY BOARD MEETING MINUTES

**The minutes of the Drayton Valley Municipal Library Board regular meeting held
August 19, 2021, Civic Centre Meeting Room**

PRESENT Donna Gawalko (Vice Chair), Pat Adamson (Treasurer), Rosemarie Mayan, Karen Hickerty, Sandra Blades, Sara Wheale (BC Council),

Administration: Doug Whistance-Smith (Director), Darlene Edwards (Manager)

ABSENT Lyndara Cowper-Smith (Chair), Susan Schwindt, Colleen Schoeninger, Bill Ballas (Town Council),

GUESTS None

CALL TO ORDER

Lyndara Cowper-Smith sends proxy permission via text to **Rosemarie Mayan**

Rosemarie Mayan has two votes on motions for the duration of this meeting.

Donna Gawalko called the meeting to order at **1:28 pm**.

Quorum Declared

ADOPTION OF AGENDA

Additions/ Deletions/ Amendments: None

MOTION 2021-072 **Karen Hickerty** moved to approve the agenda as presented. **CARRIED**

ADOPTION OF MINUTES

Additions/ Deletions/ Amendments: None

MOTION 2021-073 **Pat Adamson** moved to adopt the **June 17** minutes as presented.

CARRIED

OLD BUSINESS

Legal Matter

An offer was received from opposing council on June 21 following the June Library Board meeting. The Board was consulted by phone for motion on counter-offer.

MOTION 2021-074 **Rosemarie Mayan** moved to offer a \$12,500 settlement of claim.

Sandra Blades seconded the motion.

CARRIED

The offer was accepted on July 6 and payment issued by month's end. The legal matter is considered closed.

Ricoh C307 Printer

The Director had the C307 printer disconnected and the full-size Ricoh C3500 printer from Rotary set up as the public copying machine. The C307 has been posted for sale on-line as a "lease-transfer". The Director indicated that no serious offers have been made and suggested options:

1. Buy-out the remaining C307 lease at ~\$4700 and sell it at a loss for \$3000-\$3500.
2. Continue \$135 monthly payments until the unit sells OR until the C307 lease expires in July 2024 (35 mo x \$135/ mo = \$4700).

Discussion

Action Item: The Director will consult with Ag Society to see if they are willing to purchase the printer for \$3500 rather than the previous offer of taking over lease.

Table further discussion to next Board meeting.

Policy Manual Inserts

Policy documents approved at the June meeting are ready for insert into trustee manuals. Policies are in the Directors office for pick up or will be brought to the September meeting.

NEW BUSINESS

Policies - Glossary

The Board reviewed the Policy Manual Glossary and was asked to consider the definition of Quorum as “the minimum number of trustees required to be present at a meeting to make Board proceedings or decisions valid”. Majority on a ten-person board is 6/10 or 60%. Policies 2.2, 2.2.1 and 2.2.1.1 use different numbers to identify majority; section 2 of the manual is due for review in 2022.

MOTION 2021-075 *Pat Adamson* moved to approve the Glossary of Terms, Definitions & Abbreviations, including the definition of Quorum. **CARRIED**

Appendix 1-G: MOU with Brazeau County

In late June the Director received a 6-month Memorandum of Understanding document from Brazeau County. The MOU is consistent with previous iterations of agreement including clause 2.2 that requires the Board to provide budget, financial audit and statistical reports on or before June 30. Brazeau County administration requested that the signed agreement be returned prior to June 30.

The Director consulted with the Executive to approve and sign the interim 6-month MOU on June 24. The signed MOU is presented to the Board for endorsement.

MOTION 2021-076 *Rosemarie Mayan* moved to approve the interim MOU with Brazeau to support funding for the remainder of 2021. **CARRIED**

The Director has drafted a more contemporary MOU with Brazeau County for 2022.

The Director also drew the Board's attention to the Memorandum of Agreement (MOA) with Town of Drayton Valley that has not been updated since 1998. The Director has drafted a more contemporary MOA with the Town for 2022.

Statutory Holidays

The federal government proclaimed September 30 as National Truth & Reconciliation Day. This date falls on a Thursday in 2021 and on a Friday in 2022; the library will be closed on Thursday only this year but will close for both Friday and Saturday in 2022.

Discussion of Appendix 4-A

MOTION 2021-077 *Karen Hickerty* moved to keep the Library closed on Saturdays during holiday weekends in 2022. **CARRIED**

1:48 pm *Sara Wheale enters meeting.*

Sara Wheale requests addition of Grant opportunity to agenda.

MOTION 2021-078 *Rosemarie Mayan* moved to include discussion of new grant opportunities to agenda item 5.d. **CARRIED**

ALC Jasper Conference

On July 7 the Alberta Library Conference (ALC) Planning Committee announced opening of room bookings at Jasper Park Lodge (JPL) for ALC 2022. On July 14 the Director booked 5 JPL rooms for Board and Staff with a \$505 deposit for each room

(\$2525 on credit card). On July 27 an announcement was made that the ALC Planning Committee had been disbanded by LAA and ALTA and the conference was cancelled. It is unlikely that another group will take over organizing the conference, and any replacement conference is unlikely to happen at JPL.

MOTION 2021-079 *Rosemarie Mayan* moved to cancel the JPL room reservations.

CARRIED

Regional Library Conference

Yellowhead, Parkland and Peace Region are partnering with TAL to host a free 3-day virtual conference on September 22-24. Registration is now open and allows registrants to view session recordings later if unable to attend in person (the next scheduled Board meeting is Sept 23). Trustees are encouraged to register themselves.

FINANCIAL

Account Balance: As of August 12, 2021, = **\$216,091**: includes Op. Chequing (\$56,443), Op. Saving (\$108,545), and Op. Reserve (\$42,867), Cap. Reserve (\$8,233). The 2021 Q1&2 GST rebate was deposited into Capital Reserve on August 9.

Financial Report: The July summary was reviewed.

Budget 2022: The 2022 draft budget was reviewed; the Director explained the payroll breakdown and budget line projections based on 2021 actuals and year-end estimates.

Discussion.

MOTION 2021-080 *Pat Adamson* moved to approve the draft 2022 budget as presented.

Rosemarie Mayan seconded the motion.

CARRIED

Community Revitalization Grant: Town administration made the Director aware of the Community Revitalization federal grant on July 12 to support the new facility project; the application deadline was July 23. The Director completed as much of the application as possible prior to planned July 17-22 vacation; the application was then handed over to Town to complete.

The Director was asked on July 23 to commit the Board's operating and capital reserves to support the grant application as the project was not within the Town's budget. The Director contacted all Board members on July 23 for vote by phone.

MOTION 2021-081 *Sandra Blades* moved to commit combined volume of reserve accounts to seed the Community Revitalization grant application for a new facility.

Pat Adamson seconded the motion.

CARRIED

Other Grants: Sara Wheale informed the Board that Brazeau County is looking to apply for a federal grant in support of capital projects that may include the Library. County has suggested a Mobile Library Bus to provide itinerant services to communities in County (Cynthia, Lodgepole, etc.). This is a new grant opportunity and details are limited.

Discussion

Action Item: The Director will share information with County upon request re the cost of start-up purchase and on-going book-mobile operational expenses from past discussion with Strathcona County Library.

REPORTS

Manager's Report: Darlene Edwards reported ongoing mis-use of the library's on-line chat service for trolling and scamming. Chat service may be withdrawn if mis-use persists.

The Manager reported on collection initiatives:

Literacy Backpacks to promote parent/ child reading engagement (Plan of Service).

Genre Neighbourhoods work continues. Breton is working on a similar project.

Action Item: The Manager will connect with Breton Manager to assist as needed.

Director's Report: Doug Whistance-Smith submitted a request for two-weeks' vacation in September. The Bookkeeper will forward payroll release information to the Treasurer and Vice Chair in the Director's absence.

The Director presented the June and July stats along with an updated graphical analysis of monthly statistics from January 2018-May 2021. Notes for the graphs identify the effects of COVID closures and service modifications in context with monthly and annual trends.

The Library is planning a return to in-person programs in September. No masks will be required unless mandated by the province or the municipality.

The Director provided a verbal summary of SRC attendance and outcomes; the summary will be included in the September newsletter.

Committee Reports:

Advocacy: The Director received and forwarded an email from PLSB about Municipal Affairs' upcoming public consultation schedule for "Red Tape Reduction" and Libraries Act amendments. Trustees are encouraged to participate.

Action Item: The Director will send a reminder email.

Trustee Reports:

Lyn has postponed the Board/ Staff BBQ to September 11.

MOTION 2021-082 *Karen Hickerty* moved to accept reports as information.

CARRIED

CORRESPONDENCES

Action / Decision Items

- June 23-July 14: Andrew Skeith re legal matter settlement
- Aug 12: Ricoh re quote for lease buy-out **\$4900.52** on C307 copier/ printer.

Incoming Information Items

- June 17: Lee Chambers, re Brazeau County 2021 MOU (Appendix 1-G).
- July 13: PLSB re Library Board's Corporate number 2019/15/B-2020 (Appendix 1-A).
- July 14: Access Copyright License addendum to allow virtual Read-Aloud programs.
- July 20: Gov.Ca announces new federal stat holiday Sept 30.
- July 28: CRA GST Notice of assessment \$2042.94.
- Aug 12: PLSB re Red Tape Reduction and Libraries Act engagement sessions.

Outgoing Items

- None

MOTION 2021-083 *Pat Adamson* moved to accept correspondence items.

CARRIED

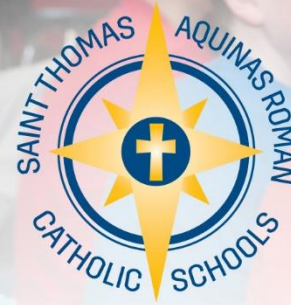
NEXT MEETING: Thursday, **September 23, 2021 @ 1:15 pm**

MOTION 2021-084 *Sara Wheale* moved to adjourn meeting at **3:14 pm**. **CARRIED**

Board Chair

Library Director

Adopted on the ____ day of _____, 2021



Souls Seeking Christ

ON A JOURNEY OF FAITH, LEARNING AND LOVE

Board Meeting Highlights – October 2021

DATES TO REMEMBER

Next Board Meeting

**Monday,
November 29, 2021,
10:30 a.m.**

STAR Central Office
4906 50 Ave., Leduc, AB
The public is welcome to stream all Board meetings.

Board of Trustees

Henry Effen

Chair
Wetaskiwin

Donna Tugwood

Vice Chair
Lacombe

Marilyn Burke

Ponoka

Jolyne De Marco

Leduc

Michael Linner

Drayton Valley

Dawn Miller

Leduc

Liz Taylor-Sirois

Beaumont

Catholic Education Sunday

The Board discussed plans for celebrating the upcoming Catholic Education Sunday on November 7 at the parish level.

Remembrance Day Wreaths

The Board opted to continue its tradition of encouraging Trustees to attend a local community Remembrance Day ceremony and laying a wreath on behalf of the Division, including a donation to the local Legion.

Beaumont Community Consultation

The Board directed administration to organize two virtual community consultation meetings for stakeholders in the city of Beaumont regarding Catholic education at the high school level in the community. The meetings will take place on November 17 and 18; parents may attend either session.

Archbishop Meeting

The Board discussed suggestions for items to add to the agenda for its upcoming meeting with Archbishop Richard Smith.

School Council Reports

The Board received School Council reports and financial statements for the 2020-2021 school year.

For more information visit: www.starcatholic.ab.ca, or call 780.986.2500



Brazeau Foundation
Managing Housing Solutions

5208 -47 Avenue,
Drayton Valley, Alberta, T7A 1N7
Phone: (780) 542-2712 Fax: (780) 542 2765
E-mail: bsf@telusplanet.net

MEETING OF THE BOARD OF DIRECTORS
Shangri-La Lodge, Drayton Valley
September 16, 2021
10:00 AM

ATTENDANCE:

Directors Present:

Tom McGee- Chairperson	Town of Drayton Valley
Jeannette Vatter	Member at Large – Drayton Valley
Marc Gressler	Brazeau County
Janet Young- Vice-Chairperson	Village of Breton
Cody Brooks	Member at Large – Brazeau County

Administration Present:

Denise Chesterman	Chief Administrative Officer
Danielle Gossell	Administrative Assistant

1.0 CALL TO ORDER

T. McGee called the meeting to order at 10:08 AM.

2.0 AGENDA

2.1 APPROVAL OF AGENDA

Resolution #21-09-107: Moved by J. Vatter to approve the agenda with no additions.

Motion ...Carried Unanimously

3.0 APPROVAL OF MINUTES

3.1 MINUTES FROM THE August 19, 2021 REGULAR BOARD MEETING

Resolution #21-09-108: Moved by J. Young to approve the minutes of the August 19, 2021 Board Meeting.

Motion ...Carried Unanimously

3.2 BUSINESS ARISING OUT OF THE MINUTES

4.0 FINANCIAL

4.1 FINANCIAL REPORTS – Foundation

4.1.1 Foundation Disbursements for August 2021

Resolution #21-09-109: Moved by M. Gressler to accept the Disbursements as information.

Motion ...Carried Unanimously

4.1.2 Visa Payable for August 2021

Resolution #21-09-110: Moved by C. Brooks to accept the Visa Payable as information.

Motion ...Carried Unanimously

4.1.3 Foundation Balance Sheet as of August 31, 2021

Resolution #21-09-111: Moved by C. Brooks to accept the Foundation Balance Sheet as information.

Motion ...Carried Unanimously

4.1.4 Financial Statements to August 31, 2021

4.1.4.1 Central Services / Lodge

Resolution #21-09-112: Moved by J. Young to accept the Financial Statements as information.

Motion ...Carried Unanimously

4.1.4.2 Provincial Housing Units

Resolution #21-09-113: Moved by M. Gressler to accept the Financial Statements as information.

Motion ...Carried Unanimously

4.2 BOARD MEMBER EXPENSE

4.2.1 Board Member Expenses for August 2021

Resolution #21-09-114: Moved by C. Brooks to approve the Board Member Expenses of \$1164.98 for August.

Motion ...Carried Unanimously

5.0 OLD BUSINESS

5.1 Parking Lot

6.0 REPORTS

6.1 OPERATION'S REPORT

6.1.1 CAO's Report

6.1.1.1 COVID-19

6.1.1.2 New Finance Administrator: Dakota Roberts

Resolution #21-09-115: Moved by M. Gressler to acknowledge Dakota Roberts as the new Finance Administrator to have appropriate authority over the accounts.

Motion ...Carried Unanimously

6.1.2 Vacancy Report

Resolution #21-09-116: Moved by J. Young to accept the vacancy report as information.

Motion ...Carried Unanimously

6.1.3 In-Private Session (Personnel/Legal)

Resolution #21-09-117: Moved by J. Vatter to go in-private to discuss Legal matters FOIP Section 27 at 11:06 AM.

Motion ...Carried Unanimously

Resolution #21-09-118: Moved by C. Brooks to come out of in-private at 11:20 AM.

Motion ...Carried Unanimously

6.2 Policy- None at this time

7.0 CORRESPONDENCE

**7.1 To: Village of Breton, Brazeau County, Town of Drayton Valley,
Carlson Roberts Seely, MLA for Drayton Valley - Calmar RE: Board of
Directors Meeting Minutes**

**Resolution #21-09-119: Moved by M. Gressler to accept correspondence as
information.**

Motion ...Carried Unanimously

8.0 FUTURE MEETING DATES

**8.1 Next BSF Board MEETING – October 14, 2021 at the Shangri-La Lodge
@ 10:00 AM.**

9.0 ADJOURNMENT

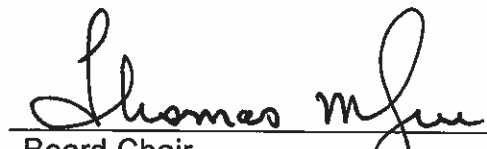
**Resolution #21-09-120: Moved by C. Brooks to adjourn the meeting at 11:37
AM**

Motion ...Carried Unanimously

APPROVED AT THE October 14, 2021 MEETING OF THE BOARD



Chief Administrative Officer



Board Chair



TOWN OF DRAYTON VALLEY CHILDCARE OPERATIONAL BOARD

held on Friday, June 25, 2021
at 2:00pm via Zoom

MINUTES

PRESENT: Sharon MacLellan, Chair, Community Member
Tess Coutu, Community Member
Blair Gillman, Community Member
Annette Driessen, Acting Chief Administrative Officer
Bernice Taylor, Early Childhood Development Centre Program Manager
Cora Appleby, Administrative Assistant

1.0 CALL TO ORDER

The meeting was called to order at 2:01pm by Chair MacLellan.

3.0 AGENDA BUILDING

2.1 Additions or Deletions

The following addition was made to the agenda:

4.7 New Health Guidelines

2.2 Approval of Agenda

MOTION BY Blair Gillman to approve the June 25th agenda as amended.

CARRIED

2.0 MINUTES FROM THE MARCH 11, 2021, MEETING

3.1 Approval

MOTION BY Sharon MacLellan to approve the March 11th meeting minutes as presented.

CARRIED

3.0 BUSINESS ARISING

4.1 COVID -19 Re-opening Plan

Bernice Taylor reported that a survey was sent out to the parents outlining some of the changes that have been put into place due to COVID to help figure out which changes were beneficial to both the Centre and parents as they may become permanent. Bernice Taylor explained the new pickup and drop-off routine that will be put into place according to age groups. Bernice Taylor reported that parents are asking to have an earlier drop-off time of 7:30am available and a discussion took place regarding illness and when a child will be sent home.

4.2 ELCC Funding Final Notes

Bernie Taylor reported that the provincial government asked for \$250,000 ELCC funding dollars be returned to them. After much deliberation, it was agreed that the Center could

only return \$75,000 of the funding dollars as the remainder of the funds were already allocated for various programming opportunities.

4.3 Federal \$10/day Child Care Advocacy

The Board discussed the Federal Governments proposal for universal childcare, and that the final decision will be made by the Provincial Governments, as to whether they are in agreeance. The Provincial Government has created a panel to discuss the future of Childcare in the Province and whether a Universal Childcare would benefit the province. Bernice Taylor reported that childcare centres have been contacting members of the panel to the discuss what the benefits would be if a Universal Childcare program were to happen.

~ ACTION ITEM ~ Bernice Taylor will send the list to Sharon MacLellan and Tess Coutu as they would like to send support letters to the members of the panel.

4.4 New Child Care Program Plan

Bernice Taylor reported a new program plan was submitted and has received approval from the Provincial Government. The Government approached Bernice Taylor and asked if they could use her plan as a template to help other Centres.

~ ACTION ITEM ~ Bernice Taylor will send a copy of the New Child Care Program Plan to the Board Members.

4.5 Summer / September Enrolment

Bernice Taylor reported that at the end of the month 14 children will be leaving the Centre at the end of June and an additional 12 will be moving on to kindergarten at the end of August. Bernice Taylor reported that she is contacting people who are the waitlist and is hopeful that attendance will increase shortly.

4.6 2020 - 2021 ECDC Calendar

Bernice Taylor presented that 2020 - 2021 ECDC Calendar and a discussion took place regarding the winter closure.

4.7 New Health Guidelines

Bernice Taylor presented and explained the new Health guidelines that have been put into place by the Provincial Government.

4.0 OTHER BUSINESS

5.1 Policies and Procedures

- **Communicable Disease and Health Policy**
- **Parents Sign Off Health Letter**
- **Credit Policy**

Bernice Taylor discussed the changes that were made to the above listed policies and form letter.

Tess Coutu would like Bernice Taylor to get clarification on the statement that staff are to do a health risk assessment on the children, as it concerns her.

~ ACTION ITEM ~ Bernice Taylor will contact Licensing and get clarification on the statement “health risk assessment” that is stated in the Communicable Disease and Health Policy.

Sharon MacLellan made suggested changes to the Credit Policy.

~ ACTION ITEM ~ Bernice Taylor will present the revised Credit Policy at the next Childcare Operational Board Meeting.

MOTION BY Blair Gillman to approve the Parents Sign Off Health Letter as presented.

CARRIED

5.0 NEXT MEETING DATE

The next meeting will take place on August 25th at 2:00pm via Zoom and October 14th at 9:30am.

6.0 ADJOURNMENT

Chair MacLellan adjourned the meeting

TIME: 3:10pm



Drayton Valley Municipal Crime Gauge

2021 vs. 2020
January to September

Criminal Code Offences



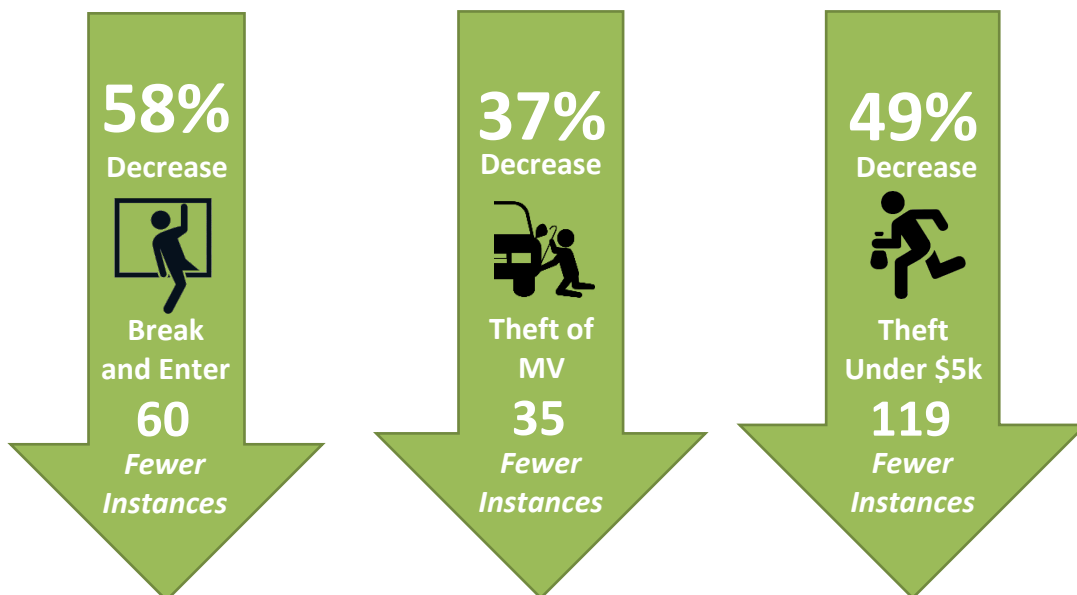
Total Criminal Code Offences:

28%

Decrease

When compared to
January to September, 2020

Select Property Crime



NOTE: If in both 2020 and 2021 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
Q3: 2017 - 2021

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

October-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	2	0	N/A	-100%	0.2
Robbery		3	0	0	3	0	-100%	-100%	-0.3
Sexual Assaults		3	1	2	3	5	67%	67%	0.6
Other Sexual Offences		2	3	1	4	2	0%	-50%	0.1
Assault		35	45	14	39	34	-3%	-13%	-0.8
Kidnapping/Hostage/Abduction		1	1	1	0	0	-100%	N/A	-0.3
Extortion		0	0	2	0	1	N/A	N/A	0.2
Criminal Harassment		4	6	8	10	11	175%	10%	1.8
Uttering Threats		11	10	7	11	12	9%	9%	0.3
TOTAL PERSONS		59	66	35	72	65	10%	-10%	1.8
Break & Enter		29	34	48	37	16	-45%	-57%	-2.3
Theft of Motor Vehicle		18	32	29	18	13	-28%	-28%	-2.4
Theft Over \$5,000		2	5	6	3	4	100%	33%	0.2
Theft Under \$5,000		92	117	79	65	43	-53%	-34%	-15.0
Possn Stn Goods		20	26	18	21	21	5%	0%	-0.3
Fraud		19	23	19	18	12	-37%	-33%	-1.9
Arson		1	0	1	2	3	200%	50%	0.6
Mischief - Damage To Property		0	0	31	36	30	N/A	-17%	9.6
Mischief - Other		74	56	28	28	36	-51%	29%	-10.4
TOTAL PROPERTY		255	293	259	228	178	-30%	-22%	-21.9
Offensive Weapons		5	9	1	7	7	40%	0%	0.2
Disturbing the peace		32	21	31	20	24	-25%	20%	-1.7
Fail to Comply & Breaches		31	53	34	19	17	-45%	-11%	-6.2
OTHER CRIMINAL CODE		11	16	10	9	14	27%	56%	-0.1
TOTAL OTHER CRIMINAL CODE		79	99	76	55	62	-22%	13%	-7.8
TOTAL CRIMINAL CODE		393	458	370	355	305	-22%	-14%	-27.9

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
Q3: 2017 - 2021

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



























October-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		1	1	0	0	1	0%	N/A	-0.1
Drug Enforcement - Possession		11	23	7	10	7	-36%	-30%	-2.1
Drug Enforcement - Trafficking		2	8	1	0	9	350%	N/A	0.6
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
Total Drugs		14	32	9	10	17	21%	70%	-1.6
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		10	16	5	1	0	-100%	-100%	-3.5
TOTAL FEDERAL		24	48	14	11	17	-29%	55%	-5.1
Liquor Act		2	8	7	5	1	-50%	-80%	-0.5
Cannabis Act		0	0	2	3	0	N/A	-100%	0.3
Mental Health Act		19	19	33	34	34	79%	0%	4.5
Other Provincial Stats		48	48	64	73	60	25%	-18%	4.9
Total Provincial Stats		69	75	106	115	95	38%	-17%	9.2
Municipal By-laws Traffic		0	1	0	1	1	N/A	0%	0.2
Municipal By-laws		41	34	32	34	12	-71%	-65%	-5.8
Total Municipal		41	35	32	35	13	-68%	-63%	-5.6
Fatals		1	0	0	0	0	-100%	N/A	-0.2
Injury MVC		2	5	1	0	1	-50%	N/A	-0.7
Property Damage MVC (Reportable)		49	35	44	28	32	-35%	14%	-4.1
Property Damage MVC (Non Reportable)		4	4	7	3	4	0%	33%	-0.1
TOTAL MVC		56	44	52	31	37	-34%	19%	-5.1
Roadside Suspension - Alcohol (Prov)		0	0	0	0	4	N/A	N/A	0.8
Roadside Suspension - Drugs (Prov)		0	0	0	0	1	N/A	N/A	0.2
Total Provincial Traffic		77	185	141	237	212	175%	-11%	32.2
Other Traffic		3	1	1	2	4	33%	100%	0.3
Criminal Code Traffic		13	40	23	22	23	77%	5%	0.2
Common Police Activities									
False Alarms		77	45	23	19	21	-73%	11%	-13.8
False/Abandoned 911 Call and 911 Act		37	35	36	24	25	-32%	4%	-3.5
Suspicious Person/Vehicle/Property		31	54	65	62	19	-39%	-69%	-1.6
Persons Reported Missing		11	5	7	14	6	-45%	-57%	-0.1
Search Warrants		1	0	0	0	0	-100%	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		49	49	41	54	36	-27%	-33%	-2.1
Form 10 (MHA) (Reported)		0	0	3	2	4	N/A	100%	1.0

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
January to September: 2017 - 2021

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

October-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	1	0	2	0	N/A	-100%	0.1
Robbery		4	3	2	3	0	-100%	-100%	-0.8
Sexual Assaults		13	6	5	9	10	-23%	11%	-0.3
Other Sexual Offences		6	10	2	6	11	83%	83%	0.6
Assault		83	112	64	84	88	6%	5%	-1.8
Kidnapping/Hostage/Abduction		4	2	3	1	1	-75%	0%	-0.7
Extortion		0	1	2	1	2	N/A	100%	0.4
Criminal Harassment		19	17	22	19	28	47%	47%	2.0
Uttering Threats		29	34	31	36	31	7%	-14%	0.6
TOTAL PERSONS		158	186	131	161	171	8%	6%	0.1
Break & Enter		77	138	91	104	44	-43%	-58%	-10.0
Theft of Motor Vehicle		55	92	92	94	59	7%	-37%	1.0
Theft Over \$5,000		6	17	8	10	8	33%	-20%	-0.3
Theft Under \$5,000		266	381	256	245	126	-53%	-49%	-41.6
Possn Stn Goods		38	74	65	58	44	16%	-24%	-0.4
Fraud		54	70	55	65	44	-19%	-32%	-2.5
Arson		1	3	3	4	6	500%	50%	1.1
Mischief - Damage To Property		0	0	32	132	96	N/A	-27%	32.4
Mischief - Other		166	172	123	86	72	-57%	-16%	-27.4
TOTAL PROPERTY		663	947	725	798	499	-25%	-37%	-47.7
Offensive Weapons		13	17	13	19	15	15%	-21%	0.6
Disturbing the peace		70	69	68	61	64	-9%	5%	-2.0
Fail to Comply & Breaches		75	148	145	65	41	-45%	-37%	-15.1
OTHER CRIMINAL CODE		31	43	37	27	26	-16%	-4%	-2.6
TOTAL OTHER CRIMINAL CODE		189	277	263	172	146	-23%	-15%	-19.1
TOTAL CRIMINAL CODE		1,010	1,410	1,119	1,131	816	-19%	-28%	-66.7

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
January to September: 2017 - 2021

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

October-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		1	1	0	0	1	0%	N/A	-0.1
Drug Enforcement - Possession		31	60	25	33	28	-10%	-15%	-3.3
Drug Enforcement - Trafficking		10	16	12	14	26	160%	86%	3.0
Drug Enforcement - Other		0	0	2	0	0	N/A	N/A	0.0
Total Drugs		42	77	39	47	55	31%	17%	-0.4
Cannabis Enforcement		0	0	1	1	1	N/A	0%	0.3
Federal - General		13	24	22	5	3	-77%	-40%	-3.9
TOTAL FEDERAL		55	101	62	53	59	7%	11%	-4.0
Liquor Act		11	16	15	15	4	-64%	-73%	-1.5
Cannabis Act		0	0	3	5	4	N/A	-20%	1.3
Mental Health Act		52	88	78	107	101	94%	-6%	11.7
Other Provincial Stats		105	127	136	201	187	78%	-7%	23.8
Total Provincial Stats		168	231	232	328	296	76%	-10%	35.3
Municipal By-laws Traffic		4	1	1	3	1	-75%	-67%	-0.4
Municipal By-laws		81	83	63	79	53	-35%	-33%	-6.0
Total Municipal		85	84	64	82	54	-36%	-34%	-6.4
Fatals		1	0	0	0	0	-100%	N/A	-0.2
Injury MVC		5	11	4	1	5	0%	400%	-1.0
Property Damage MVC (Reportable)		146	131	131	83	84	-42%	1%	-17.2
Property Damage MVC (Non Reportable)		19	16	16	16	14	-26%	-13%	-1.0
TOTAL MVC		171	158	151	100	103	-40%	3%	-19.4
Roadside Suspension - Alcohol (Prov)		0	0	0	0	9	N/A	N/A	1.8
Roadside Suspension - Drugs (Prov)		0	0	0	0	3	N/A	N/A	0.6
Total Provincial Traffic		261	557	606	526	595	128%	13%	63.7
Other Traffic		10	7	15	8	8	-20%	0%	-0.3
Criminal Code Traffic		45	67	72	68	58	29%	-15%	2.7
Common Police Activities									
False Alarms		182	174	57	58	46	-75%	-21%	-38.8
False/Abandoned 911 Call and 911 Act		81	89	88	81	69	-15%	-15%	-3.2
Suspicious Person/Vehicle/Property		78	133	164	161	133	71%	-17%	13.8
Persons Reported Missing		24	21	21	21	10	-58%	-52%	-2.8
Search Warrants		2	0	0	0	0	-100%	N/A	-0.4
Spousal Abuse - Survey Code (Reported)		132	123	142	147	121	-8%	-18%	0.2
Form 10 (MHA) (Reported)		0	0	3	7	9	N/A	29%	2.5

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
September: 2017 - 2021

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

October-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	2	0	N/A	-100%	0.2
Robbery		0	0	0	3	0	N/A	-100%	0.3
Sexual Assaults		2	1	0	2	3	50%	50%	0.3
Other Sexual Offences		0	1	1	1	0	N/A	-100%	0.0
Assault		14	7	7	9	6	-57%	-33%	-1.4
Kidnapping/Hostage/Abduction		1	1	0	0	0	-100%	N/A	-0.3
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	2	2	2	0	N/A	-100%	0.0
Uttering Threats		4	3	1	2	6	50%	200%	0.3
TOTAL PERSONS		21	15	11	21	15	-29%	-29%	-0.6
Break & Enter		7	15	11	3	6	-14%	100%	-1.4
Theft of Motor Vehicle		8	11	14	6	6	-25%	0%	-0.9
Theft Over \$5,000		1	2	2	1	0	-100%	-100%	-0.3
Theft Under \$5,000		29	43	29	16	12	-59%	-25%	-6.1
Possn Stn Goods		8	11	6	6	5	-38%	-17%	-1.1
Fraud		9	9	4	2	5	-44%	150%	-1.5
Arson		1	0	1	0	1	0%	N/A	0.0
Mischief - Damage To Property		0	0	19	15	10	N/A	-33%	3.5
Mischief - Other		20	21	10	13	14	-30%	8%	-2.0
TOTAL PROPERTY		83	112	96	62	59	-29%	-5%	-9.8
Offensive Weapons		2	4	0	4	3	50%	-25%	0.2
Disturbing the peace		14	11	6	5	7	-50%	40%	-2.0
Fail to Comply & Breaches		10	8	8	4	5	-50%	25%	-1.4
OTHER CRIMINAL CODE		7	4	0	4	6	-14%	50%	-0.2
TOTAL OTHER CRIMINAL CODE		33	27	14	17	21	-36%	24%	-3.4
TOTAL CRIMINAL CODE		137	154	121	100	95	-31%	-5%	-13.8

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
September: 2017 - 2021

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

October-06-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		7	7	2	3	3	-57%	0%	-1.2
Drug Enforcement - Trafficking		1	4	0	0	1	0%	N/A	-0.4
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
Total Drugs		8	11	3	3	4	-50%	33%	-1.6
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		7	7	1	1	0	-100%	-100%	-2.0
TOTAL FEDERAL		15	18	4	4	4	-73%	0%	-3.6
Liquor Act		1	3	1	1	0	-100%	-100%	-0.4
Cannabis Act		0	0	1	0	0	N/A	N/A	0.0
Mental Health Act		10	4	13	7	10	0%	43%	0.3
Other Provincial Stats		13	13	20	24	21	62%	-13%	2.7
Total Provincial Stats		24	20	35	32	31	29%	-3%	2.6
Municipal By-laws Traffic		0	1	0	0	0	N/A	N/A	-0.1
Municipal By-laws		13	8	8	11	7	-46%	-36%	-0.9
Total Municipal		13	9	8	11	7	-46%	-36%	-1.0
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	2	1	0	1	0%	N/A	-0.2
Property Damage MVC (Reportable)		18	6	11	9	6	-67%	-33%	-2.1
Property Damage MVC (Non Reportable)		2	3	1	1	3	50%	200%	0.0
TOTAL MVC		21	11	13	10	10	-52%	0%	-2.3
Roadside Suspension - Alcohol (Prov)		0	0	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		24	43	39	85	78	225%	-8%	15.0
Other Traffic		1	1	0	0	0	-100%	N/A	-0.3
Criminal Code Traffic		4	12	7	7	7	75%	0%	0.1
Common Police Activities									
False Alarms		24	10	4	4	5	-79%	25%	-4.4
False/Abandoned 911 Call and 911 Act		10	12	6	6	14	40%	133%	0.2
Suspicious Person/Vehicle/Property		16	22	25	32	7	-56%	-78%	-0.8
Persons Reported Missing		8	2	1	6	0	-100%	-100%	-1.2
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		16	12	15	9	10	-38%	11%	-1.5
Form 10 (MHA) (Reported)		0	0	3	1	0	N/A	-100%	0.1

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
January to September: 2017 - 2021

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

October-06-21

Category	Trend	2017	2018	2019	2020	2021	FLAG
Theft Motor Vehicle (Total)		55	92	92	94	59	Within Norm
Auto		2	13	3	8	4	Within Norm
Truck		42	51	64	62	36	Within Norm
SUV		3	5	8	8	5	Within Norm
Van		1	2	0	0	0	Within Norm
Motorcycle		0	7	2	1	1	Within Norm
Other		6	12	13	13	11	Within Norm
Take Auto without Consent		1	2	2	2	2	Within Norm
Break and Enter (Total)*		77	138	91	104	44	Within Norm
Business		32	60	33	32	14	Within Norm
Residence		30	44	17	21	14	Within Norm
Cottage or Seasonal Residence		0	0	0	0	0	Within Norm
Other		12	27	31	45	15	Within Norm
Theft Over & Under \$5,000 (Total)		272	398	264	255	134	Within Norm
Theft from a motor vehicle		114	193	100	109	58	Within Norm
Shoplifting		45	41	52	25	13	Within Norm
Mail Theft (includes all Mail offences)		4	8	2	9	1	Within Norm
Theft of bicycle		14	12	16	10	5	Within Norm
Other Theft		95	146	94	103	57	Within Norm

Mischief To Property		166	172	155	218	168	Within Norm
Suspicious Person/ Vehicle/ Property		78	133	164	161	133	Within Norm
Fail to Comply/Breach		75	148	145	65	41	Within Norm
Wellbeing Check		33	54	48	68	87	Issue
Mental Health Act		52	88	78	107	101	Within Norm
False Alarms		182	174	57	58	46	Within Norm

Traffic	Trend	2017	2018	2019	2020	2021	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		1	2	6	3	18	Issue
Occupant Restraint/Seatbelt Violations*		8	86	79	32	46	Within Norm
Speeding Violations*		24	20	9	29	41	Issue
Intersection Related Violations*		16	22	14	38	46	Issue
Other Non-Moving Violation*		38	223	211	186	184	Within Norm
Pursuits**		1	1	8	16	13	Within Norm
Other CC Traffic**		2	2	11	15	4	Within Norm

*"Actual" **"Reported"

Categories flagged with "Issue" only indicate that the current number of offences are higher the statistical norm based on previous years.

Drayton Valley Municipal Detachment - Break and Enters (includes unlawfully in a dwelling place)

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

October-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	4	21	10	14	10	8	15	19	3	9	6	5
Running Total	4	25	35	49	59	67	82	101	104	113	119	124
Quarter	35			32			37			20		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	8	4	3	2	9	2	5	5	6			
Running Total	8	12	15	17	26	28	33	38	44			
Quarter	15			13			16			TBD		
Year over Year % Change	100%	-52%	-57%	-65%	-56%	-58%	-60%	-62%	-58%			

Drayton Valley Municipal Detachment - Theft of Motor Vehicles (includes taking without consent)

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

October-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	16	17	15	6	15	7	7	5	6	4	0	5
Running Total	16	33	48	54	69	76	83	88	94	98	98	103
Quarter	48			28			18			9		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	5	4	7	9	14	7	2	5	6			
Running Total	5	9	16	25	39	46	48	53	59			
Quarter	16			30			13			TBD		
Year over Year % Change	-69%	-73%	-67%	-54%	-43%	-39%	-42%	-40%	-37%			

Drayton Valley Municipal Detachment - Theft Under \$5,000

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

October-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	34	46	30	22	27	21	22	27	16	21	17	13
Running Total	34	80	110	132	159	180	202	229	245	266	283	296
Quarter	110			70			65			51		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	14	8	13	19	15	14	14	17	12			
Running Total	14	22	35	54	69	83	97	114	126			
Quarter	35			48			43			TBD		
Year over Year % Change	-59%	-73%	-68%	-59%	-57%	-54%	-52%	-50%	-49%			

Drayton Valley Municipal Detachment - Theft from Motor Vehicles

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

October-06-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	21	26	8	12	13	9	9	6	5	7	8	9
Running Total	21	47	55	67	80	89	98	104	109	116	124	133
Quarter	55			34			20			24		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	9	4	8	9	8	2	8	7	3			
Running Total	9	13	21	30	38	40	48	55	58			
Quarter	21			19			18			TBD		
Year over Year % Change	-57%	-72%	-62%	-55%	-53%	-55%	-51%	-47%	-47%			

Drayton Valley Municipal Detachment Clearance Rates 2021

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

CATEGORY	Trend	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec
Homicides & Offences Related to Death		-	-	-	-
Robbery		-	-	-	-
Sexual Assaults		0.0%	0.0%	20.0%	-
Other Sexual Offences		0.0%	300.0%	0.0%	-
Assault		65.4%	55.0%	71.4%	-
Kidnapping/Hostage/Abduction		-	-	-	-
Extortion		0.0%	-	0.0%	-
Criminal Harassment		22.2%	28.6%	12.5%	-
Uttering Threats		70.0%	20.0%	30.0%	-
TOTAL PERSONS		50.0%	50.0%	46.3%	-
Break & Enter		33.3%	38.5%	6.3%	-
Theft of Motor Vehicle		23.5%	3.3%	0.0%	-
Theft Over \$5,000		33.3%	0.0%	0.0%	-
Theft Under \$5,000		3.4%	7.1%	17.1%	-
Possn Stn Goods		66.7%	25.0%	11.1%	-
Fraud		18.8%	16.7%	18.2%	-
Arson		66.7%	-	0.0%	-
Mischief To Property		14.6%	23.3%	12.3%	-
TOTAL PROPERTY		18.9%	15.7%	11.8%	-
Offensive Weapons		33.3%	-	50.0%	-
Disturbing the peace		15.8%	9.5%	20.8%	-
Fail to Comply & Breaches		72.7%	83.3%	92.9%	-
OTHER CRIMINAL CODE		60.0%	40.0%	20.0%	-
TOTAL OTHER CRIMINAL CODE		39.0%	28.1%	42.6%	-
TOTAL CRIMINAL CODE		30.0%	22.8%	24.5%	-

Actual Offence Counts (Line 1 Only)

2021

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

CATEGORY	Trend	Jan - Mar	Apr - Jun	Jul - Sep	Oct - Dec
Homicides & Offences Related to Death		0	0	0	-
Robbery		0	0	0	-
Sexual Assaults		3	1	5	-
Other Sexual Offences		3	1	2	-
Assault		26	20	28	-
Kidnapping/Hostage/Abduction		0	0	0	-
Extortion		1	0	1	-
Criminal Harassment		9	7	8	-
Uttering Threats		10	5	10	-
TOTAL PERSONS		52	34	54	-
Break & Enter		15	13	16	-
Theft of Motor Vehicle		17	30	12	-
Theft Over \$5,000		3	1	4	-
Theft Under \$5,000		29	42	41	-
Possn Stn Goods		3	12	18	-
Fraud		16	12	11	-
Arson		3	0	3	-
Mischief To Property		41	43	65	-
TOTAL PROPERTY		127	153	170	-
Offensive Weapons		6	0	6	-
Disturbing the peace		19	21	24	-
Fail to Comply & Breaches		11	6	14	-
OTHER CRIMINAL CODE		5	5	10	-
TOTAL OTHER CRIMINAL CODE		41	32	54	-
TOTAL CRIMINAL CODE		220	219	278	-