

Topic: Duffield Parents Advisory Council Beautification Grant Request

Introduction:

As per Policy C-RP20, Duffield Parent Advisory Committee's request for \$10,000 under the Beautification Grant Program for hamlet beautification is being presented to Council for consideration.

Background Information:

The Duffield Parents' Advisory Committee (DPAC) is the community fundraising group for Duffield. The group has been working with the Duffield Hall and Duffield School to identify and plan a beautification project for the hamlet that will benefit both residents and visitors. The hall site and school site are the hub of Duffield and will be the location of the project as agreed to by the land owners.

The proposed project will see the addition of an outdoor ice surface, trees, benches, picnic tables, planters and improvements to the parking lot. It will provide an opportunity for residents, school students, library patrons and all visitors to Duffield to use the amenities in a more aesthetically pleasing environment, have services available locally and lead an improved quality of life including a healthy active lifestyle, and to socialize and connect with community members.

DPAC completed construction of the rink in December 2015. The rink has been very well received and well used. Completion of the remainder of the project will occur in spring 2016 pending approval of funding.

The total project cost is estimated at \$16,152.29. Receipt of the Beautification Grant for \$10,000 plus fundraising, donations in kind, and volunteer equity secured by DPAC will fund the project.

Analysis:

Administration has been involved with DPAC through the provision of grants, board development, information and referrals, and other assistance as requested.

Should Council approve the funding being requested the project will be completed in 2016.

Alternatives:

1. Council could approve funding at a different value.
2. Council could choose to not approve funding for this initiative.

Conclusion/Summary:

Administration is recommending approval of the funding request. DPAC has done a significant amount of background work in relation to this project and has been active in seeking other funding/donation sources to assist in the project's completion. The project meets all requirements under the Sustainability Grant – Major Capital and Administration will continue to work with DPAC until the project reaches completion.

AUTHOR: Lenny Richer/Donna Hinchey

Department: Parks, Recreation and Culture

Date written: January 6, 2016



**PARKLAND COUNTY HAMLETS
2015
COMMUNITY BEAUTIFICATION
FUNDING APPLICATION**

Project Implementation 2016

Contact Information:

Donna Hinchey, Community Development Coordinator- Funding, Parkland County
dhinchey@parklandcounty.com 780.968.8342

****The EXPRESSION OF INTEREST FORM must be filled out and reviewed with the area Community Development Coordinator before proceeding with this application.**

COMMUNITY BEAUFICATION GRANT APPLICATION

1. Project & Hamlet Name: Duffield Improvement Project

2. Project submitted by: Duffield Parents Advisory Committee

3. Is your Community Association sponsoring the project? (A letter of support indicating willingness to distribute funds must accompany application)

☒ Yes ☐ No (A letter of support from the Community League and School are also attached.)

4. Project Contact information

Name: Lareina Lisitza

Address:

Phone:

Email:

Alternate Contact: Kim Squance

5. Project description

- What is your project?
Overall beautification project for Duffield in the hub of the community including an outdoor rink, parking lot resurfacing, benches, trees, planters and picnic tables.
- Where will your project take place?
The project is located in the Hamlet of Duffield, specifically beside the Duffield Hall (rink and parking lot) and beside Duffield School (benches, tables, planters, trees). See attached map.
- How did this project idea originate?
We have the desire and need for activities and leisure in our community. The rink will facilitate this gap in our community and the benches, tables, planters and trees will allow families to utilize the existing playpark and add another dimension to family fun. At this point we have no place for families to sit and watch their children or for people to sit and enjoy the day. The whole area around the playpark, being the hub of the community has not one tree for beautification or for relief from the elements. The parking lot is a mud hole and is in desperate need of gravel.
- How does your project fit with the Community Beautification Goals of personal or community safety, quality experiences for community or tourists, environmental integrity, or civic pride?

Completion of this project will give us pride as it is a huge improvement. It adds services we currently do not have locally. Both the quantity and quality of experiences will be improved for residents and tourists. Skating on the rink will encourage an active and healthy lifestyle. The elements on school property will be very well used year round. Visitors to the Hamlet, school and public library will also benefit by being able to use and enjoy the new and improved amenities. The improvements will result in a more appealing environment with the addition of trees, planter boxes, benches and picnic tables.

- Describe how neighbourhood/residents/businesses will be directly involved in planning and carrying out this project.

The school curriculum gym program has implemented skating into the program and students have already been skating. Keephills School has donated helmets and skates and a community drive is happening to collect more skates for all sizes. Over 20 children are in the grade 7 class and only 4 know how to skate. Local businesses are providing goods and services for the rink and rink activities including the purchasing ten tripods for kids to learn to skate, donations of aggregate to make surface level, donation of two bobcats and personnel for hauling and levelling and the donation of signs required to post rink rules. Use of the land has been donated by the Hall. Spinoff donations of goods and subsidized other services have been forthcoming. The Fire Department is flooding ice and an extensive list of volunteers are shoveling and helping out. The School and Hall have been consulted on the selection of site amenities.

- Other than your organization or group, whom else have you talked to about this project regarding funding?

DPAC has fundraised for this project. Receipt of the Beautification Grant will ensure the project can get completed. DPAC has approached a number of business and been successful in receiving donations of goods and services in lieu of cash contributions. A complete list will be available in the final report.

- What legacy will be left in the Community?

Resident from the community and visitors have an opportunity to skate and learn lifelong skills and be active. Residents appreciate not having to drive so far to participate in activities now available locally. The children attending school will benefit by using the facilities as part of the changes to the school curriculum. The environment will be more aesthetically pleasing and amenities will provide lasting beautification of the area. Two students who recently passed away will be honored as a lasting legacy through a memorial to be included as part of the project.

6. Work Plan

List in chronological order the specific steps or key activities you will take to complete your goal. Next to the activity, list the date (month/year) you estimate it will be done.

Step or Key Activity	Anticipated Completion Date
1.Strategy -Project proposal development -Approval of the project by DPAC	October 2015
2.Concept -Approval of the project by the Duffield Community League, Duffield School -Beautification Grant Application	December 2015 December 2015
3.Design -Approvals for construction from Parkland County, Utility companies etc as needed -Confirmation of operating and maintenance responsibilities including insurance	December 2015 December 2015
4. Build -Confirmation of all funding -Rink construction -Finalize and order site amenities (benches, tables, planters) -Installation of site amenities -Finalize contract for parking lot resurfacing -Construction of parking lot	February 2015 December 2015 March 2015 May 2015 March 2015 May 2015
5. Operate -Ongoing operations and maintenance will be the responsibility of DPAC.	Ongoing
6. Project Closure -Final report due to Parkland County	June 2015

Duffield

Recd Dec 14/15

Community Beautification Fund Request

\$10,000.00

1. Budget information

Area population, please check one: 200 residents or less = max. \$10,000.00

201-400 residents = max. \$20,000.00

401 residents or more = max. \$30,000.00

Complete Budget Form

	a) Expenses Itemize the cost of your project. Please provide as much detail as possible	b) Any Projected Funds and Revenue (Cash only)	b) In Kind Donations Description and estimated value	c) Volunteer Equity Calculate general/volunteer labour @\$15/hr and professional/technical/trades @30/hr
Baraka Gardens	Trees #10 @ \$150 = \$1500.00		Install - Baraka Gardens - Donated	Baraka Gardens 1 person @ \$30 x 4 hrs = \$220.00
Burnco	Gravel #loads 2 @ \$640 = \$1280.00			
Aquarius Water	Water Truck @ \$100 X 2 = \$200.00		Water from fire hall \$600.00	\$30.00 x 6 hr = \$180.00
Mirror Image	Signage 2 @ \$200.00 = \$400.00		Mirror Image \$400.00 - Donated	Installation \$30 x 1 hr = \$30.00
Hennig Septic	Septic \$170 month x 4 = \$680.00			
Kay's	Site levelling Sand material		Kays Contracting Burnco - Sand	3 hrs @ \$30 = \$90.00 \$175.00 (1/2 load)
Herve Boutet	Rink materials / Paid labor \$1040.05 / \$750.00 = \$1790.05			
Barco Products	Benches \$951.54 x 2 Total = \$1993.23		Concrete Assembly / 2 people (8 hrs) = \$240.00	
	Tables \$1051.62 x 3 Total = \$3310.72		Concrete Assembly / 3 people (8 hrs) = \$360.00	
	Planters x 2 \$280.98 = \$602.66		Assembly 1 person (2 hrs) = \$30.00	
	Shipping / Sales tax \$1845.63			40 hours x \$15 = \$600.00 General Volunteer 10 hours x \$30 = \$300.00 Trades Volunteer
	Volunteer The appreciation Examiner Ad \$140.00			
	Total Expenses \$13,927.29	Total Other Funds	Total In kind \$1175.00	Total Value of volunteers \$1,050.00

16152.29

* Please Note: Snow Blower, Ice Sweeper, Shovels, Leaf Blower Donated By Duffield School / Parkland School Division

8. Agreement

By submitting this application, you (the Applicant) acknowledge and agree that in the event of being awarded Parkland County funds pursuant to the Community Beautification Program, you will comply with the requirements set out in the Program. The Grant Applicant agrees to ensure that the funds received from Parkland County shall not be used for any purpose beyond the approved use as outlined in the grant application documents and the categories submitted by the Applicant, as approved for funding by Parkland County. Failure to do so will result in ineligibility for future grants and may impact other County services, funding or resources to the applicant.

In making this application, we, the undersigned Officers of the applicant, hereby represent to Parkland County and declare that, to the best of our knowledge and belief,

- The information provided is truthful and accurate, and
- The application is made on behalf of the organization name on page one with the Officer's full knowledge and consent.

Larcina Lisitzin

Signature of ~~President~~ ^{Project} Chair

Print Name

Title

Date

Jan. 7, 2016

Signature of Second Officer / Director

Print Name

Title

Date

* See contact information and declaration page for officers signatures.

Submit complete application to:

Parkland County
Return application to: 53109A HWY 779

(f) 780.968.8403

Parkland County, T7Z 1R1

HAMLET BEAUTIFICATION GRANT 2015 APPLICATION FORM

Contact Information & Declaration

REGISTERED ASSOCIATION INFORMATION	
Registered Association	Duffield Parent Advisory Council
Alberta Registry Number	503042020
Date of Incorporation	August 15, 1983
Mailing Address	P.O. BOX 479 Duffield, AB.
Postal Code	T0E 0N0

DECLARATION OF OFFICERS			
<p><i>In making this application, we, the undersigned Officers of the applicant, hereby represent to Parkland County and declare that, to the best of our knowledge and belief:</i></p> <ul style="list-style-type: none"> ▪ the information provided is truthful and accurate and; ▪ the application is made on behalf of the organization name on page one with the Officer's full knowledge and consent. 			
Signature of President/Chair		Print Name	Colleen Hardy
Title	Chair	Date	NOV 17 / 2015
Signature of Officer #2		Print Name	Laura Peaire
Title	Vice Chair	Date	NOV 17 / 15

GRANT APPLICATION CONTACTS			
Primary Contact	Loreina Lisitza	Title	
Mailing Address		City/Town	
Postal Code		Phone	
Alternate Contact	Kim Sauvance	Title	
Mailing Address		City/Town	
Postal Code		Phone	

Introduction/Project/Project Justification/Requirements: Duffield Parent Advisory Council (DPAC) is the community fundraising group for Duffield. The rink and overall beautification projects are located in the Hamlet of Duffield, specifically on Duffield Hall land (rink) and Duffield School property (benches, tables/picnic/planters/ gravel & trees). We have the desire and need for activities and leisure in our community. The rink will facilitate this gap in our community and benches/tables/picnic tables/planters and trees will allow families to utilize the existing playpark and add another dimension to family fun. At this point we have no place for families to sit and watch their children or for people to sit and enjoy the day. Likewise, there are no tables/picnic tables for families to pack a lunch or for people to congregate and socialize on their own or while their children play. The whole area around the play park, being the hub of the community has not one tree for beautification or relief from the elements. Finally, the parking lot where people park to utilize the play park and even the rink is in desperate need of gravel. Simply, it is a mud hole. In closing, our idea is to have an inviting place where people can utilize the area year round, foster outdoor activities and build on community spirit.

Site Factors: Both Duffield Hall and Duffield School have approved and are involved and excited about the project. (See letters attached) We have been in contact with Parkland County Planning, Kirstin Hoberg, and have been cleared to build the rink. We have had First Call out and have been cleared. Following that we have had some minor levelling done and some aggregate brought in for the levelling of the site.

Financial Resources: Duffield Parent Advisory Council is a very active fundraising group that raises funds for the soul purpose of the Duffield Community. (See current bank statement for funds)

Approvals Required: Duffield Hall for site (see letter), Duffield School (see letter), Parkland County Planning – Kirstin Hoberg 780-968-8888 (Approved Nov.11/2015)

First Call – Ticket #20154604306 (cleared Nov.17/2015)

Insurance – Requirements met re: Parkland County – Barb Williams 780-968-8888

Community Association: See letters and executive contact list

Implementation Responsibilities: Shaun McKerry – Deputy Fire at County level has agreed that Wabamun Fire Dept. will flood the ice. This is a donated service.

Lareina Lisitza and Kim Squance will be the contacts for the project and oversee the project from start to finish.

Proposed Schedule: We have already started the rink process to allow for community use this winter. Ordering of benches/tables/planters/trees/gravel will start in the New Year once approved for grant funds. Next step would be in the spring, with milder weather, for installation and planting.

Operations: Chris Laing – Head Custodian at Duffield School will head up maintenance and up keep of project. (See letter)

Volunteer list of members offering to assist Chris Laing in maintenance and up keep (See letter)

Committee Members: See contact and executive attachment.

List of Attachments:

Hall approval letter

Letter of support

Maintenance and up keep letter

PSD endorsement letter

Volunteer maintenance contact list

DPAC current financial balance statement

Quotes

Arial site map

DPAC executive contact sheet

Annual Corporate Return (Non Profit)

Annual Financials approved by Corporate Registries (and signed by two executive other than Treasurer)

Duffield Community Beautification - Rink, Benches/Picnic
Tables, Community Parking Lot Gravel and Trees

Fairchild Ave

Playground

Gazebo

Playschool playground

Benches/picnic
tables some
families
can enjoy
the playground
planters

Parking Lot
in need of gravel

Skating
Rink

Duffield Hall

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Image © 2015 DigitalGlobe

Google earth

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IMPORTANT INFORMATION

- This form will be rejected if not properly completed.
- An annual return and required attachments must be filed each year with the Registrar of Corporations.
Failure to do so will result in the cancellation of your Society's registration.

1. Name of Society: Duffield Parent Advisory Council

2. Address of Registered Office of the Society:
Box 479 Duffield
Street City / Town
Alberta T0E 0N0
Province Postal Code

NOTE:

If there has been a change in the address as listed, a Notice of Change of Address (REG3016) must be completed and filed with the Registrar of Corporations within 15 days of the date of the change.

3. Corporate Access Number: 503042020

4. The Society's Date of Incorporation is: 11 9 8 3 98 1 5
year month day

5. This Return covers the year ending 20 1 4 0 8 3 1 with the information provided effective as of that date.
year month day

6. List the Officers and Directors of the Society below: (attach an extra sheet if necessary)

Name (Last, First)	Full Mailing Address (including postal code)	Position Held
<u>Bohachuk, Karen</u>		<u>TREASURER</u>
<u>Wickberg, April</u>		<u>Chair</u>
<u>Schlenker, Janice</u>		<u>Vice Chair</u>
<u>Hennig, Jennifer</u>		<u>Secretary</u>

Date <u>Oct 29, 2014</u>	Signature of Authorized Officer <u>April Wickberg</u>	Telephone Number Business: Home:
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Complete this form (no fee required) and return it to:

Service Alberta
PO BOX 1007 STN MAIN
EDMONTON AB T5J 4W6

OR drop off your documents at:

Corporate Registry
John E. Brownlee Building
10365 - 97 Street
Edmonton, Alberta

For information call:

Edmonton (780) 427-2311.
All other areas call 310-0000 and ask for 427-2311.

This information is being collected for the purposes of corporate registry records in accordance with the Societies Act. Questions about the collection of this information can be directed to the Freedom of Information and Protection of Privacy Coordinator for the Alberta Government, Box 3140, Edmonton, Alberta T5J 2G7, (780) 427-7013.

Statement date October 31, 2015

Transit number

Customer number

Cheque images

Page number 1 of 5

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DUFFIELD PARENT ADVISORY COUNCIL

Your ATB Financial Branch

07579 Stony Plain Branch

5014 50 St

Stony Plain AB

T7Z 1T2

If you have any questions, contact us at

1 800 332-8383 or visit us at

www.atb.com

A summary of your accounts on Oct 31, 2015

Deposits	Value on Oct 31, 2015
	CAD
Community Spirit Account	13,628.11
Community Spirit Account	4,670.26
Total Deposits	\$18,298.37

← This is Playschool account. NOT TO Be included.

Find an error? Give us a call or drop by a branch. We'll take care of it.

A summary of Deposit Account Community Spirit Account

	Transit #
Your balance forward on Sep 30, 2015	\$10,554.92
Money out of your account (9 Items)	\$838.15
Money into your account (2 Items)	\$3,911.34
Your closing balance on Oct 31, 2015	\$13,628.11

*DPAC
Balance

Nov 9, 2015

Regular meeting of Duffield Community
Hall association held on Nov 9, 2015.

New Business

Long discussion on making a skating
rink on hall property. There is space east
of the hall parking lot. Larnea
attended representing the school. She
will get more information. County would
do the flooding. This proposal was in
agreement with members present.

Tres. G. Madsen

Secy. Pat Scott



#1 Main Street
Duffield, AB, T0E 0N0
780-892-2644

To whom it may concern,

On behalf of Duffield School, we are excited about the opportunity afforded to us through this grant. Our Parent Council is planning on spending the funds on the beautification of our school grounds. We will be building a skating rink, getting new benches etc. Please except this letter as a letter of support.

Thank you

*Yours in Education
Brían Sydora
Principal*





#1 Main Street
Duffield, AB, T0E 0N0
780-892-2644

December 7, 2015

To whom it may concern,

My name is Chris Laing and I am an employee with the Parkland School Division.

I have been with them for seventeen years, six of which I have been Head Custodial.

For five of those years I was the Head Custodial at Keephills School. Part of my job included taking care of the official size outdoor rink, complete with a gazebo, fire pit, picnic tables and change rooms. Every morning I would do a perimeter check of the school and all out buildings including the rink and surrounding areas.

Depending on the amount of snow, I would use equipment such as snow blowers, power brooms, back pack leaf blowers and shovels to maintain the rink and sidewalks

I look forward to continuing this great Canadian tradition at Duffield School for many years to come.

Sincerely

Chris Laing





Where the world opens up

4603 - 48 Street
Stony Plain, AB
T7Z 2A8

T 780 963 4010
F 780 963 4169
E mailroom@psd70.ab.ca

April 4, 2014

Chris Laing
Head Custodian
Keephills School

Dear Ms. Laing, *Chris*

It has been brought to my attention by Principal Aileen Wagner that you have been very helpful in keeping the rink in great skating conditioning and being a mentor on the ice, with the students at Keephills School.

Thank you, Chris, for the commitment which you have given to the school and the children that attend there.

The students and parents of Keephills School are very fortunate to have such a dedicated staff member working for them and with their children. Through endeavors such as yours, Keephills School will continue to be a vibrant learning environment through which children can experience success.

Sincerely,

Tim Monds
Superintendent of Schools

TM/ds

c/ Dianne McConnell, Associate Superintendent
Aileen Wagner, Principal, Keephills School
Personnel File

DPAC Meeting Minutes - October 2015

In Attendance

Brian Sydora, Brenda Stumbur , Becky Fitzgerald, Jennifer Hennig, Leanne Hesse, Laura Peaire, Cindy Davies, Kim Squance, Richelle Tufts, Leah Marie Kulak, Janine Mickey, Wendy Richardson, Angela Strand, Lenore Shroeder, Jackie Kaminski, Carrie Krause, Kim Lafoy, Sandi Lavoie, Rosemary Tucker, Amanda Sargent, Shai Garner, Yolande Morgan , Louisa Jorstad, Lareina Lisitza, Vanessa Leake, Jenelle Adams, Dave Almond, Karla Potter, Tina Schulz, Tracey Smith, Tom Poleck, Colleen Hardy, Susan Kay, Amanda Marsden, Mandy Henkel, Jessica Marsden, Carli Semchuk

1. Welcome

- 1.1. Kim called meeting to order at 6:17pm

2. Approval of Agenda

- 2.1. Kim made a motion to approve the agenda, Lareina approved, Vanessa seconded, carried.

3. Approval of past minutes

- 3.1. Amendment - Tom made a motion to amend the September minutes to read that the Education act governs PAC and the societies act governs DPAC, playschool and sports groups. Laura seconded, carried.
- 3.2. Kim made a motion to approve the minutes from September 2015, Lareina approved, Angela seconded, carried.

4. Old Business

- 4.1. Spaghetti Dinner - was held on Saturday October 3, 2015 from 5-8pm. The dinner brought in \$3911.25, and after all expenses the total was \$3494.10. This year we sold 133 tickets last year 98 tickets were sold. Sold tickets for a little bit less this year so that may have been why more were in attendance.
- 4.2. Terry Fox Run - the bill for the bussing is in from the Terry Fox Run to Chickakoo. It is \$210.00. Brian asked if DPAC would cover the whole bill as it was much under the original quote. Kim made a motion to pay the whole bussing bill, all in favour, carried.
- 4.3. Parents requests - Swimming and Robotics will be referred to School Council.

5. Treasurers Report

- 5.1. As of September 30, 2015 the account is at \$10554.92. Deposit for the Spaghetti dinner is still to be added to this total.

6. New Business

- 6.1. Christmas Raffle - The Christmas Concert and Raffle will take place on December 17th. It will have to be posted that we will be in need of donations and in the November meeting all specifics need to be decided. Vanessa asked if there is a new letter for Christmas to be sent out, Lareina has the spaghetti dinner one, so she will send to DPAC and we can tweak it for the Christmas Raffle information. Carli asked if some of the raffle items had been held back from the Spaghetti dinner raffle, no because the letter sent out to the companies stated that it was for this event so all items were used for Spaghetti dinner raffle.
- 6.2. Carli asked if playschool could put in a basket into the Christmas raffle, Kim mentioned that in previous years baskets have not been included in the Christmas Raffle as it was voted no in the past as it was strictly a DPAC fundraiser. Kim would like to see baskets for each class brought back into the raffle. Lareina added that this may add more excitement to the classes in regards to fundraising. Shai asked if the funds raised for each

classroom could be used for field trips and such. This would be nice for each class. Louisa put a motion forward that baskets be brought back into the Christmas Raffle, Lareina seconded, carried.

6.3. Updated Information Board - On the board in the foyer, everything is posted. This includes playschool information, DPAC and PAC meeting minutes, and all information on DPAC upcoming events. Tracy mentioned that all minutes have usually been put into the binder as well. This was confirmed by Jen, all minutes after they are approved get photocopied and one copy goes into the binder and one copy gets put onto the foyer information board. Carli asked if the DPAC minutes can be posted on the schools website. Brian confirmed that since the new website through PSD is up and running Duffield School is able to post all the minutes on the website. He will make sure that Lisa can do this. Rosemary asked if maybe the playschool could include their information in a section on the website. Brian would not recommend this as playschool is not part of PSD, maybe it could be put within the DPAC minutes on the website. Lareina made a motion to put the DPAC minutes on the website, Carli seconded, carried.

6.4. Kim mentioned doing a 50/50 to keep the fundraising money flowing over until the Christmas raffle. Approx. \$2000 and this could start as early as tomorrow since Student led conferences start tomorrow and there will be a lot of traffic in the school and a great time to get some parents to buy them. Carrie mentioned we would have to have a minimum payout amount, it can go over but AGLC will need to have a minimum amount to get the licence. Brian was in agreeance to have the 50/50 as long as the draw date is done prior to the Christmas concert. It was decided to have the draw date Dec. 17th this is the evening of the Concert. We will draw that evening. Colleen offered that the DPAC raffle off a pair of Oilers tickets that she had been looking to use for a Grade 9 fundraiser. She had spoken to Mrs. Podaniuk and has not received an answer back from her yet so someone may as well get to use them. Kim mentioned that we would have to pull the raffle licences at the same time. Kim motioned to do 50/50's with a 2000 payout at \$2/ticket and all were in favour. Jenelle motioned to raffle off oilers vs. flames game, Janine seconded.

6.5. Lareina brought to the table that the skating rink continues to be looked into and as well as the sensory room. She would like to see approx \$10000 of the current DPAC account be allocated to these items. Brian mentioned firstly that there is a new app he would like everyone to know about. Remind 101. This is a # that updates on school events can be sent out and it is a great tool which would increase communication from the principal to parents. Secondly, in regards to the rink, there is a lot of red tape in the school being involved in the rink such as liabilities etc. However if DPAC were to take this over, the society doesn't have as many rules as to liabilities. Chris has volunteered to look after the ice and Brian hopes that DPAC would take this all over and get the rink in action. It would help immensely with the Phys. Ed program. Since DPAC is a community group it would be beneficial to all in Duffield Community. We have permission from Duffield Community Hall and Susan mentioned that maybe the County would help out as well be it with Grants or maintenance. Karla mentioned however that there will be some insurance issues. Tom mentioned that it would be a great idea to get a skating rink Sub Committee. Angela stated that she would like to see DPAC put a motion in that we will continue on with the rink. Lareina has started the ball rolling with the rink and would not like to see it get derailed. Carrie stated that DPAC would have to see whose property it would be on, and all of the liabilities would have to be decided. And if it is the halls, this would all have to be in writing from the hall. Brian mentioned maybe the rink could be temporary as well as another option. Rosemary mentioned that we would need a storage facility for the panels and all items needed for the maintenance of the ice. Brian mentioned that he has been in talks with Surge over getting a shed to replace the C-can. The items cannot go into this as nothing from the rink could be on school property as it cannot be a school entity. Amanda said that the high school may be able to help out with the shed as well. Brian also has his ongoing list of items he would like to see for the school. This includes Sensory room (approx \$2500), cultural events, IPADS, GO-PRO, mathletics, phys. ed equipment, and science equipment (total approx \$9000.00) Louisa made a motion for all of the above items (rink, sensory room and Brian's list) to be earmarked with DPAC's monies. All in favour, carried.

6.6. Leah stated that the rocks in the playground are a concern, and wondered if we would be able to get a quote on rubber or woodchips. Brian stated that the only option is sand, as rubber is so expensive and wood chips are not supported by PSD. Louisa mentioned that maybe Burnco would donate the sand, but this was all looked into when the rocks were put into the playground and it seemed to be the best and most cost effective solution.

7. Elections

7.1. Cindy handed out the voting papers and she stated that Brian and Brenda will be the counters. There is no nomination committee as part of bylaws. If there is more than 1 nomination, each nominee will have one minute maximum to speak. Janine asked if they could also state what experience they have in regards to fundraising specific to governance of organizations.

7.1.1. President - the president shall be ex-officio member of all Committees. He/she shall when present, preside at all meetings of the Society and of the executive.

7.1.1.1. Carli nominated Colleen Hardy, Colleen Accepted

7.1.1.2. Laura nominated Kim Squance, Kim accepted

7.1.1.3. Colleen voted in as president by majority vote

7.1.2. Vice President - the vice president shall assist the President, represent the President upon request and serve as presiding officer in the absence of the president. If both the President and the Vice President are absent a chairman may be elected by the meeting to preside.

7.1.2.1. Tom nominated Kim Squance, Kim declined

7.1.2.2. Kim Nominated Laura Peaire, Laura accepted

7.1.2.3. Leah nominated Vanessa, Vanessa accepted

7.1.2.4. Laura voted in as Vice President by majority vote

7.1.3. Treasurer - The treasurer shall receive all monies paid to the Society and shall be responsible for the deposit of the same in whatever bank the Executive may order. He/she shall properly account for the funds of the society and keep such books as may be directed. He/she shall present a full detailed account of receipts and disbursements to the general meetings whenever requested and shall prepare for submission to the September meeting a statement fully audited as hereafter set forth of the financial position of the society and submit a copy of the same to the secretary for the records of the society.

7.1.3.1. Louisa nominated Richelle Tuffs, Richelle stepped down and declined

7.1.3.2. Laura nominated Kim, Kim accepted

7.1.3.3. Vanessa nominated Jenelle Adams, Jenelle accepted

7.1.3.4. Jenelle was voted in as Treasurer by a majority vote

7.1.4. Secretary - It shall be the duty of the Secretary to attend all meetings of the society and of the executive and to keep accurate minutes of the same. He/she shall have charge of the seal of the society, which seal whenever used shall be authenticated by the signature of the secretary and the president, or in the case of the inability of either to act, by the vice president. In the case of the absence of the Secretary shall have charge of all correspondence of the society and be under the direction of the President and the executive. The secretary shall also keep a record of all the members of the society and their addresses and send out notices of the various meetings as required.

7.1.4.1. Tom nominated Jennifer Hennig, Jennifer accepted

7.1.4.2. Jennifer voted in as secretary by majority vote

7.1.5. Auditor positions

7.1.5.1. Leanne nominated Tracy Smith, Tracy accepted

7.1.5.2. Jenelle nominated Jessica Marsden, Jessica accepted

8. Bylaws Subcommittee - a subcommittee is needed to go over old bylaws and discuss new bylaws. Volunteers that stood up to be on this subcommittee are Wendy Laura, Leah, Carrie, Karla, Janine, and Jenelle. Cindy recommended a side by side approach with new and old bylaws. With all of these people there is a great opportunity for input. Carrie recommended that the new bylaws be more procedure based. Bylaws explain how the organization governs itself, policies and procedures is how and why everything is done. Amanda mentioned that Carrie has been involved in this process before and will be a great asset. Bylaws meeting date will be confirmed at a later date.
9. Meeting dates - Karla asked if there was any way that the meetings could be on a teleconference. Brian mentioned that with any date changes, we will have to check with the trustees on their schedule to attend the PAC meetings which are usually held on the same evening. He also added that maybe DPAC could change the time of the meeting to after the PAC meeting. Tom proposed also that maybe we could split the meeting when the trustees come for the PAC meeting is DPAC is running over. Lareina made a motion to switch DPAC and PAC meeting times. PAC would be at 6:00 pm with DPAC to follow. Angela seconded, carried. The 3rd Tuesday of the month at 6:00pm will be the PAC meeting and DPAC will follow. Brian will check with Ron and Kathy on the date change also. In regards to playschool, Brian would like to see playschool items discussed within the DPAC agenda, not a separate meeting time. Laura asked how do we deal with the President being also on the playschool committee, is this a conflict. Carrie mentioned that it shouldn't be an issue. Colleen said that if there ever is an issue, that she will step down from the playschool committee.
10. Brian says that now all babysitting will be covered by the school. He also wanted to add that the children are watching us. Please do what you would want your children to see you do. Be cordial and Kind. With great passion there is hope.
11. Meeting adjourned at 8:03pm The next meeting will be Tuesday November 17th following the Pac meeting at 6:00pm

President: Colleen Hardy

Vice President: Laura Peaire

Secretary: Carli Semchuck

Treasurer: Jenelle Adams

Potential Volunteer list for Public Rink.

Lareina Lisitza (Really Jay)

Angela Strand

Jared Jorstad

Kim Squance.

Kim Lahey

Wendy Richardson

Jessica Marsden

Susan Kay

Janine Mickey

Colleen Hardy

Vanessa Leate

Volcunde Morgan

Tony Maiwka

Jennifer Henning (Dallas)

Mandy Henkel

Tracey Smith

Leanne He...

Tom Poleck