



---

## Meeting Minutes

---

### **THOSE PRESENT:**

Mayor McLean  
Deputy Mayor Shular  
Councillor Long  
Councillor Bossert  
Councillor Wheeler  
Councillor Nadeau  
Manny Deol, Town Manager  
Jenn Martin, Planning & Development Officer  
Denis Poulin, Workplace Safety & Emergency  
Management Coordinator  
Chandra Dyck, Legislative Services  
Coordinator  
Rita Bijeau, Executive Assistant  
Jennifer Stone, Record Management  
Christian Richman, Audio/Video

Mamta Lulla, Drayton Valley Western Review  
Cassandra Jodoin, CIBW Radio  
Members of the Public

### **ABSENT:**

Councillor Fredrickson  
Nesen Naidoo, Assistant Town Manager  
Annette Driessen, Director of Community  
Services  
Ron Fraser, Director of Engineering &  
Planning  
Tom Thomson, Director of Emergency  
Services

### **CALL TO ORDER**

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

#### **1.0 Additions to the Agenda**

There were no additions to the August 5, 2015, Regular Meeting of Council Agenda.

#### **2.0 Adoption of Agenda**

##### **RESOLUTION # 197/15**

Councillor Bossert moved to adopt the Agenda for the August 5, 2015, Regular Meeting of Council as presented.

**CARRIED UNANIMOUSLY**

#### **3.0 Corrections or Amendments:**

##### **3.1. July 15, 2015, Regular Meeting of Council Minutes**

There were no corrections or amendments to the July 15, 2015, Regular Meeting of Council Minutes.

#### **4.0 Adoption of:**

##### **4.1. July 15, 2015, Regular Meeting of Council Minutes**

##### **RESOLUTION #198/15**

Councillor Shular moved to adopt the Minutes of the July 15, 2015, Regular Meeting of Council as presented.

**CARRIED UNANIMOUSLY**

**5.0 Delegation**

5.1. Jennelle Russell – Imagine Drayton Valley Winner

Mayor McLean congratulated and presented Ms. Russell with an iPad, the prize for the Imagine Drayton Valley draw from the Canada Day submissions.

**6.0 Proclamations**

6.1. International Youth Day

Mayor McLean proclaimed August 12, 2015, as International Youth Day in the Town of Drayton Valley.

**7.0 Public Time**

No comments were received.

**8.0 Decision Items**

8.1. Emergency Management Bylaw 2015/07/P

Councillor Bossert explained that Administration has been updating the Town of Drayton Valley's existing Emergency Management Bylaw to provide more detailed direction and control of the Town of Drayton Valley's emergency operations under the *Emergency Management Act*. The updated Bylaw also sets the groundwork for the development of the Joint Emergency Management Plan. Councillor Bossert advised that there are spelling and grammatical errors which she will share directly with Administration.

Councillor Wheeler requested clarification on section 12.1. Mr. Poulin advised that the Committee referenced is made up of Council and therefore the Council would declare a state of emergency. Mr. Poulin also provided a brief summary of the Bylaw.

**RESOLUTION #199/15**

Councillor Bossert moved that Council give First Reading to Emergency Management Bylaw 2015/07/P.

**CARRIED UNANIMOUSLY**

8.2. Request for Funding – Max Centre

Councillor Nadeau advised that, following receipt of a request for funding of \$7,200 for the Max Centre located within Frank Maddock High School. Administration has reviewed the application and supporting documentation and recommends that Council deny the request. Refusal is recommended as Town funds for capital undertakings have already been budgeted. However, Administration does see value in working with the Society to provide non-financial support for potential grant applications.

**RESOLUTION #200/15**

Councillor Nadeau moved to take "from the Table" Resolution No. 189/15 to approve funding to the Max Centre Performing Arts Society in the amount requested of \$7,200.00.

**CARRIED UNANIMOUSLY**

**RESOLUTION #189/15**

Councillor Nadeau moved to approve funding to the Max Centre Performing Arts Society in the amount requested of \$7,200.00.

**CARRIED UNANIMOUSLY**

Councillor Nadeau reiterated that there is a budget process established and it would be preferred if these requests came in conjunction with the budget process. Mayor McLean requested Administration develop a plan to deal effectively with these matters moving forward.

8.3. Bus Transfer Site Agreements

Councillor Long explained that earlier this year the Town of Drayton Valley entered into negotiations with the Wild Rose School Division (WRSD) with respect to a transfer of school properties to the Town, as well as the development and construction of a bus transfer site to serve the greater community. This project required the development of two formal Agreements recognizing the terms and conditions for the construction of the bus transfer site and the lease of that space back to the WRSD following the transfer of the land to the Town. This initiative between the two authorities will result in the community acquiring lands dedicated to the purpose of a community open space to revitalize the community as well as provide a home for the outdoor rink.

**RESOLUTION #201/15**

Councillor Long moved that Council authorize the Mayor and Town Manager to execute the attached Sale Agreement and Lease Agreement between the Board of Trustees of Wild Rose School Division No. 66 and the Town of Drayton Valley.

**CARRIED UNANIMOUSLY**

8.4. 43<sup>rd</sup> Avenue Connection Awarding of Tender

Councillor Wheeler explained that the 43rd Avenue Extension tender was advertised in the Drayton Valley Western Review, Town of Drayton Valley website, Edmonton Construction Association and Alberta Construction Association. The tender closed on July 28, 2015, and six (6) bids were received. Senon Engineering Inc., the Town's consultant, recommends the award of the 43rd Avenue extension to Urban Dirtworks Inc. The project is anticipated to be completed this year, weather permitting.

**RESOLUTION #202/15**

Councillor Wheeler moved that Council award the construction contract for the 43rd Avenue extension to Urban Dirtworks Inc. for the stipulated sum of \$1,246,797.71, including GST.

**CARRIED UNANIMOUSLY**

8.5. Roger Coles Memorial Youth Sport Grant Application – Avery Wiseman

Councillor Shular explained that Administration has received an application for the Roger Coles Memorial Youth Sport Grant to assist with costs associated to attend the 2015 Canadian Age Group Championship in Quebec. The requested amount is \$4,000.00 which, based on the application, would be to offset costs of travel, accommodation, and meals for the athlete and the coach. Administration is recommending that the Town provide a grant to cover the costs related to the athlete's participation in the competition.

**RESOLUTION #203/15**

Councillor Shular moved that Council approve a grant of \$ 1,853.09 for Avery Wiseman to participate in the 2015 Canadian Age Group Championship in Quebec.

**CARRIED UNANIMOUSLY**

8.6. Branding Standards and Communications Strategy Awarding of Contracts

Councillor Bossert explained that Administration has advertised an RFP for the development of a Communication Strategy and review of the Brand Standard. This Strategy ensures that the services provided by the Town are clearly, effectively and consistently communicated to all stakeholders both internal and external. This consistency will build brand identity and loyalty in the long term. This project will commence in 2016 and include consultation with the community.

**RESOLUTION #204/15**

Councillor Bossert moved that the Brand Standards and Communication Strategy RFP be awarded to Cossette.

**CARRIED UNANIMOUSLY**

8.7. Resiliency Study on Children and Youth

Councillor Nadeau explained that following workshops held in October of 2014, Dr. Unger intends to further his research on child and youth resilience and is working on a new research project for 2015. Dr. Unger has invited Drayton Valley to submit a Letter of Intent to participate in the study.

**RESOLUTION #205/15**

Councillor Nadeau moved that Town Council accept the invitation to be a potential partner in Dr. Ungar's research and prepare the necessary "Letter of Intent".

**CARRIED UNANIMOUSLY**

8.8. Old H.W. Pickup Community Open Space Design

Councillor Long provided information on the process Administration underwent to develop designs for three community parks/public space, Downtown Park, Rotary Park, and the old H.W. Pickup Grounds. Town Council has placed its priority on the old H.W. Pickup Grounds Community Open Space for development and it is this park's conceptual design that is being presented for approval. Work on the public space design will commence, weather permitting, once Wild Rose School Division has approved and signed the Agreement and design. Councillor Long added that the fundraising efforts for the Outdoor Rink remain ongoing.

**RESOLUTION #206/15**

Councillor Long moved that Town Council approve the Conceptual Design for the old H.W. Pickup Grounds Community Open Space as presented.

**CARRIED UNANIMOUSLY**

8.9. In Camera Discussion

**RESOLUTION #207/15**

Councillor Wheeler moved that Council move to "In-Camera" at 9:39 a.m.

**CARRIED UNANIMOUSLY**

**RESOLUTION #208/15**

Councillor Wheeler moved that Council move out of "In-Camera" at 9:56 a.m.

**CARRIED UNANIMOUSLY**

**RESOLUTION #209/15**

Councillor Wheeler moved that Council authorize Administration to submit the Alberta Community Resilience Program Grant Applications as discussed in camera.

**CARRIED UNANIMOUSLY**

***Mayor McLean called a break at 9:57 a.m.***

***Mayor McLean reconvened the meeting at 10:17 a.m.***

## 9.0 Information Items

---

9.1. May 2015 Waste Management Committee Meeting Minutes

---

9.2. June 2015 Communities in Bloom Committee Meeting Minutes

---

Councillor Wheeler requested an update on the cell construction at the waste management facility and the status on the grant submission for aggregate. Mr. Deol will provide the information at a later date.

### **RESOLUTION #210/15**

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

**CARRIED UNANIMOUSLY**

## 10.0 Department Reports

### 10.1. Development & Planning

Ms. Martin provided Council with an update on Development and Planning as well as a half year report for 2015 and comparables with previous years.

### 10.2. Engineering, Transportation & Sustainability

Mr. Fraser was absent. Councillor Bossert requested an update on the connection for Beckett Road and 43<sup>rd</sup>; Mr. Deol advised that there will be a lot of progress within the next four weeks. Mayor McLean requested a message to go on the Town's social media regarding traffic barricades being in place for a reason.

### 10.3. Community Services, FCSS & Sustainability

Ms. Driessen was absent.

### 10.4. Protective Services

Fire Chief Thomson was absent.

### 10.5. Administration

- Legislative Services

Ms. Dyck reminded Council that she is still seeking feedback on the Community Standards Bylaw.

- Economic Development, Communications and Marketing, and Information Services

Ms. Stone provided Council with the following report on communications:

- 816 downloads on the app; statistics show 94% of users are updating to the new version
- Website is being continually changed with the most current information and she is working with the web developer to ensure proper viewing
- Budget discussions are starting; the Communications and Marketing Coordinator will be working on a strategy.

- CAO Report

Mr. Deol

- NorQuest Lease Agreement is nearing completion
- Job description being developed for a Managing Director for the CETC

- Synergy Group is looking to see what areas are available for collaboration
- Provided a summary on the technology which will be incorporated into the water plant, allowing it to become a research centre and an education centre on top of the normal function
- NorQuest College will be working with the Fire Department on fire training
- RFP will be coming for the airport as well

## 11.0 Council Reports

### 11.1. Councillor Shular

- July 24<sup>th</sup> – CETC meeting
- July 30<sup>th</sup> – Brazeau Seniors Foundation, will be bringing forward request to Administration to assist with developing additional parking

### 11.2. Councillor Wheeler

- Internet of Things Meeting

### 11.3. Councillor Bossert

- July 20<sup>th</sup> – Healthy Communities Coalition Meeting
- July 21<sup>st</sup> – Strategy Planning Session with Council
- July 24<sup>th</sup> – CETC Meeting on behalf of the Waste Management Committee
- July 27<sup>th</sup> – Homeless for a Night Planning Meeting

### 11.4. Councillor Nadeau

- Economic Development Committee Meeting
- Reminded Council of the free Communities in Bloom event at the end of August 27<sup>th</sup>, BBQ starts at 6 pm

### 11.5. Councillor Long

- Economic Development Committee Meeting
- July 21<sup>st</sup> – Strategic Planning Meeting
- July 24<sup>th</sup> – CETC Meeting

### 11.6. Mayor McLean

- July 21<sup>st</sup> – Strategic Planning Meeting
- July 24<sup>th</sup> – CETC Meeting
- Planning of Mayor's Gala and Prayer Breakfast

## 12.0 Adjournment

### RESOLUTION # 211/15

Councillor Bossert moved that Council adjourn the August 5, 2015, Regular Meeting of Council at 10:51 a.m.

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
MAYOR

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