



---

## Meeting Minutes

---

### **THOSE PRESENT:**

Mayor McLean  
Deputy Mayor Wheeler  
Councillor Nadeau  
Councillor Long  
Councillor Bossert  
Councillor Shular  
Councillor Fredrickson  
Dwight Dibben, Chief Administrative Officer  
Annette Driessen, Director of Community Services  
Ron Fraser, Director of Engineering & Planning  
Kevin McMillan, Assistant Director of Corporate Services

Shahid Mughal, Planning & Development Manager  
Eric Burton, Economic Development Officer  
Chandra Dyck, Legislative Services Coordinator  
Rita Bijeau, Executive Assistant  
Tyler Russell, Communications and Marketing Coordinator  
Mamta Lulla, Drayton Valley Western Review  
Laine Mitchell, CIBW Radio  
Members of the Public

### **ABSENT:**

Tom Thomson, Director of Emergency Services

### **CALL TO ORDER**

Mayor McLean called the meeting to order at 9:03 a.m.

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

Item 6.3 "Community Update – Fort McMurray Evacuation" was added to the Agenda for the May 11, 2016, Regular Meeting of Council.

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

##### **RESOLUTION #087/16**

Councillor Bossert moved to adopt the May 11, 2016, Regular Meeting of Council Agenda as amended.

**CARRIED**

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

3.1. April 20, 2016, Regular Meeting of Council Minutes  
Councillor Bossert advised that Section 9.4 may need to be rephrased.

3.2. May 4, 2016, Special Meeting of Council Minutes  
There were no corrections or amendments to the May 4, 2016, Special Meeting of Council Minutes.

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

4.1. April 20, 2016, Regular Meeting of Council Minutes

4.2. May 4, 2016, Special Meeting of Council Minutes

##### **RESOLUTION #088/16**

Councillor Nadeau moved to adopt the April 20, 2016, Regular Meeting of Council Minutes and the May 4, 2016, Special Meeting of Council Minutes as presented.

**CARRIED**

**5.0 Proclamations**

5.1. Public Works Week

Mayor McLean proclaimed May 15-21, 2016, as Public Works Week in the Town of Drayton Valley.

5.2. Hearing and Speech Month

Mayor McLean proclaimed the month of May 2016 as Hearing and Speech Month and Wednesday, May 18, 2016, as Public Information Day in the Town of Drayton Valley.

**6.0 Delegations**

6.1. Jennifer Lundy & Kyrstin Orr – Update on Omniplex/Total Works/MacKenzie Conference Centre

Ms. Lundy provided Council an update on activities within the Omniplex, MacKenzie Conference Centre, and Total Works Health and Fitness Centre. Ms. Lundy also introduced Kyrstin Orr who received an award from the Alberta Association of Recreation Facility Personnel for receiving top marks on the Operator 1 Course.

6.2. Lola Strand – FCSS Annual Report

Mrs. Strand presented Council the 2015 Family and Community Support Services Annual Report and reviewed the Strategic Goals for the next five years for FCSS. Mrs. Strand informed Council of a “Dinner and Dialogue” event hosted by the Healthy Communities Coalition on May 26<sup>th</sup> at the MacKenzie Conference Centre.

6.3. Community Update – Fort McMurray Wildfire Evacuation

Mr. Poulin provided Council an update on the Fort McMurray Wildfire Evacuation, the undertakings of the Emergency Coordination Centre (ECC), and the Evacuee Reception Centre operations at the McKenzie Conference Centre.

**7.0 Public Time**

Councillors Wheeler & Bossert introduced the mentees they are working with as part of the Women in Leadership Program.

**8.0 Decision Items**

8.1. 2016 Final Fee Schedule

**RESOLUTION #089/16**

Councillor Long moved that Council approve the updated 2016 Final Fee Schedule for the Town of Drayton Valley as presented.

**CARRIED**

8.2. Quality Management Plan for Building Inspections

**RESOLUTION #090/16**

Councillor Shular moved that Council approve the Quality Management Plan for Building Discipline as presented.

**CARRIED**

8.3. Sustainability Committee Terms of Reference

**RESOLUTION #091/16**

Councillor Wheeler moved that Council approve the attached Terms of Reference for the Sustainability Committee as presented.

**CARRIED**

8.4. 2016/02/F Second and Third Reading – Monthly Tax Payment Plan Bylaw

**RESOLUTION #092/16**

Councillor Bossert moved that Council give Second Reading to the attached Tax Instalment Payment Plan Bylaw 2016/02/F as amended.

**CARRIED**

**RESOLUTION #093/16**

Councillor Bossert moved that Council give Third and Final Reading to the attached Tax Instalment Payment Plan Bylaw 2016/02/F as amended.

**CARRIED**

8.5. Traffic Advisory Committee Appointment of Members at Large

**RESOLUTION #094/16**

Councillor Fredrickson moved that Council appoints Sheldon Fuson to the Traffic Advisory Committee for a two year term, to expire October 31, 2018.

**CARRIED**

**RESOLUTION #095/16**

Councillor Fredrickson moved that Council appoints Erin Felker to the Traffic Advisory Committee for a two year term, to expire October 31, 2018.

**CARRIED**

***Mayor McLean called a break at 10:02 a.m and Annette Driessen exited the meeting.***

***Mayor McLean reconvened the meeting at 10:27 a.m.***

**9.0 Department Reports**

9.1. Engineering and Development

• Planning & Development

Mr. Mughal updated Council regarding activities within Planning and Development.

• Engineer's Report

Mr. Fraser informed Council of the following:

- Public Works staff has been heavily involved in the ECC and the Province of Alberta has made a request for a list of available Equipment Operators; several individuals from Public Works have put their names forward; and
- updates on various infrastructure and roadway projects, as well as training that staff have recently undertaken.

9.2. Community Services & FCSS

Mr. Dibben explained to Council that Ms. Driessen and Mr. Thomson will be occupied with activity at the ECC intermittently today. Councillor Nadeau advised that Samantha Strauss received a Shine Award from NorQuest College.

9.3. Economic Development

Mr. Burton informed Council of the following:

- International Development Week;
- Chamber of Commerce hosted an Open House for people looking to start businesses; and
- he is working with the Executive of the Chamber of Commerce.

9.4. Emergency Services

This was provided during Item 6.3.

9.5. Administration

- Communications and Marketing

Mr. Russell updated Council on branding, the website and app, the Annual Report, and other informational pieces being distributed to residents.

- CAO Report

Mr. Dibben informed Council of the following:

- Administration is implementing the operations and capital projects within the approved budget with an eye towards potential cost savings and will be starting the 2017 budget process; and
- a Preliminary Hearing date and mediators have been arranged for the Section 690 appeal on June 24<sup>th</sup>

**10.0 Council Reports**

10.1. Councillor Nadeau

- No report at this time

10.2. Councillor Long

- Assessment Review Board Training
- 26<sup>th</sup> Annual Battle of the Books

10.3. Councillor Shular

- No report at this time

10.4. Councillor Wheeler

- Education Week at St. Anthony School and Evergreen Elementary School
- Physician Recruitment and Retention Committee AGM is coming up
- Headwaters Forum

10.5. Councillor Bossert

- April 29<sup>th</sup> – First Annual Chili Cook-Off
- May 2<sup>nd</sup> – Homelessness and Poverty Reduction Committee
- May 3<sup>rd</sup> – Meeting with Women in Leadership Mentee
- May 5<sup>th</sup> – Education Week at St. Anthony School
- May 6<sup>th</sup> – Rotary Community BBQ
- May 7<sup>th</sup> – Eldorado Elementary School 100<sup>th</sup> Anniversary Celebration
- May 14<sup>th</sup> – Green Energy Forum at Clean Energy Technology Centre
- May 18<sup>th</sup> – Newcomers Dinner
- May 20<sup>th</sup> – Public Works Week Participation

10.6. Councillor Fredrickson

- Sustainability Committee Meeting
- Education Week at St. Anthony School and Evergreen Elementary School

10.7. Mayor McLean

- Thanked the organizers, volunteers, and participants of the Drayton Valley Triathlon
- Expressed, on behalf of Council, sincere appreciation and admiration for the community for efforts on assisting the Fort McMurray evacuees

**11.0 Information Items**

11.1. Economic Development Committee Meeting Notes April 2016
11.2. STAR Catholic Board Highlights April 2016
11.3. Sustainability Committee Meeting Notes February and March 2016
11.4. Brazeau Seniors Foundation Minutes March 2016
11.5. Councillor Wheeler Conference Report - Smart City Alliance – April 2016
11.6. Councillor Nadeau Conference Report – Economic Developers of Alberta Conference – April 2016
11.7. Childcare Operational Board February 16, 2016

**RESOLUTION #096/16**

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

**CARRIED**

**12.0 Adjournment**

**RESOLUTION #097/16**

Councillor Shular moved that Council adjourn the May 11, 2016, Regular Meeting of Council at 11:16 a.m.

**CARRIED**

\_\_\_\_\_  
MAYOR

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