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## Meeting Minutes

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### **THOSE PRESENT:**

Deputy Mayor Long  
Councillor Nadeau  
Councillor Shular  
Councillor Bossert  
Councillor Wheeler  
Annette Driessen, Director of Community Services  
Jill Buehler, Communications & Marketing Coordinator  
Sonya Wrigglesworth, Director of Engineering  
Krystle Kotyk, Administrative Assistant  
Jason Thompson, Audio/Video  
Tom Thomson, Fire Chief  
S/Sgt. Malcolm Callihoo, RCMP  
Courtney Whalen, Drayton Valley Western Review  
Reinisa MacLeod, CIBW Radio  
Members of the Public

### **ABSENT:**

Mayor McLean  
Manny Deol, Town Manager  
Nesen Naidoo, Assistant Town Manager  
Jenn Martin, Planning & Development Officer  
Chandra Dyck, Legislative Services Coordinator  
Nancy McClure (Resigned as Councillor on November 17, 2014)

### **CALL TO ORDER**

Deputy Mayor Long called the meeting to order at 9:01 a.m.

#### **1.0 Announcement – Annette Driessen, Acting CAO**

Ms. Driessen advised that effective November 17, 2014, Nancy McClure resigned as Councillor for the Town of Drayton Valley and Administration and Council will be discussion by-election dates as a by-election must be held within 90 days of her resignation pursuant to Section 165 in the *Municipal Government Act*.

#### **2.0 Additions to the Agenda**

No items were added to the November 19, 2014 Regular Meeting of Council agenda.

#### **3.0 Adoption of Agenda**

##### **RESOLUTION #288/14**

Councillor Wheeler moved to adopt the agenda for the November 19, 2014 Regular Meeting of Council as presented.

**CARRIED UNANIMOUSLY**

**4.0 Corrections or Amendments:**

- 4.1. October 29, 2014 Regular Meeting of Council Minutes  
There were no corrections or amendments to the October 29, 2014 Regular Meeting of Council Minutes.
- 4.2. November 13, 2014 Special Meeting of Council Minutes  
There were no corrections or amendments to the November 13, 2014 Special Meeting of Council Minutes.

**5.0 Adoption of:**

- 5.1. October 29, 2014 Regular Meeting of Council Minutes
- 5.2. November 13, 2014 Special Meeting of Council Minutes

**RESOLUTION #289/14**

Councillor Bossert moved to adopt the Minutes of the October 29, 2014 Regular Meeting of Council and the November 13, 2014 Special Meeting of Council Minutes as presented.

**CARRIED UNANIMOUSLY**

**6.0 Public Hearings**

- 6.1. Rezoning Bylaw 2014/18/D 4847-54 Ave  
A separate set of minutes were recorded for this item.

**7.0 Community Spotlight**

- 7.1. Lions Club & Santas Anonymous: Lorna Luchyk  
Ms. Luchyk explained that the Lions Club of Drayton Valley was chartered on November 5, 2014, with the motto "We Serve." She provided information on the Lions Club's past and current projects. Such as the Lions Rodeo, first held in 1959, which was renamed Lions Evergreen Rodeo in 1968 and was put on by the Lions Club until around 1992 and Drayton Valley Santas Anonymous, which was originally started by Linda and Vaughn Thompson 42 years ago.

**8.0 Proclamations**

- 8.1. Universal Child's Day  
Deputy Mayor Long declared November 20, 2014 as "Universal Child's Day" in the Town of Drayton Valley.

**9.0 Delegations**

- 9.1. Bernice Taylor – ECDC: Universal Child's Day  
Ms. Jessica Duvenage, on behalf of Ms. Taylor, advised that the Early Child Development Centre is running a program named Pinky Promise to a Child in conjunction to November 20, 2014 Universal Child's Day.

- 9.2. S/Sgt. Malcolm Callihoo – RCMP Report for October  
S/Sgt. Callihoo provided the RCMP Policing Report for October 2014 and explained that drug enforcement was at 500% increase due to traffic stops and there will be more check stops and intersection enforcement as the holiday season is soon approaching.
- 9.3. Fire Chief Tom Thomson – Report for October  
Mr. Thomson explained that the Fire Department has hosted four open houses for Fire Prevention Month. Other programs they have held this month are a Smoke Detector for Grade 1 students, Kitchen Safety for Grade 5 students, Fire Extinguishers for Grade 5 students, Fire Chief for the Day, Pizza Delivery Program, and Thunder T-shirt Program with Sinopec Daylight Energy. He advised that for the month of November the Fire Department will be running recruitment and will be participating in Movember for men's cancer.
- 9.4. Arc Resources Ltd: Kevin Buytels – Rotary Park Well Site Update  
Mr. Buytels explained that, in discussion with the Town of Drayton Valley, they are abandoning a well in Rotary Park and the land will be reclaimed and returned to the Town. The history of the well was reviewed and the survey plan and ground photos were presented. It was explained that the well was drilled in 1954. Full completion date is expected for the fall of 2016. Arc Resources Ltd. is looking for input from the Town on ways to reclaim this site.

## **10.0 Public Time**

Deputy Mayor Long called for comments from the floor and no comments were received.

## **11.0 Decision Items**

- 11.1. Development Permit DV14-164 4503-49 St, Discretionary Uses  
Councillor Nadeau explained that Administration has received an application for the development of a liquor store, gas bar with convenience store, carwash and drive thru business to be located at 4503-49 Street, legally described as Lot 7, Block 66, Plan 084 0074. The lands were rezoned to C1-Central Commercial District at the October 29, 2014 Regular Meeting of Council. As the proposed developments are discretionary uses within the C1 district, Council approval is required.

Councillor Nadeau reviewed the options available to Council as presented in the report from Administration.

Councillor Shular expressed that he is not in favour of this development and expressed that he does not see how this can be voted in favour of because of the traffic concerns. He also advised that he believes that the area is not appropriate for a multi-bay carwash.

Councillor Bossert expressed that, because she believes the primary need for this community in accessible housing, she would have liked to see more of an effort

from the Developer to ensure the building of housing. She further stated that she believes that the proposed commercial development is not appropriate for this area.

Councillor Nadeau advised that she concurs with Councillor Bossert's comments regarding more of an effort for housing. She added that she feels very strongly about economic development and she has heard many times that the community wants better pricing so it is important for Council to look for options for resiliency and that she will not be voting in favour of the development. She explained that if the Developer would have removed the liquor store from the plans she would have been in favour.

Councillor Wheeler explained that she is in favour of the full development.

Deputy Mayor Long suggested that Administration look into the regulation of liquor stores and research what other municipalities do.

The Developer was advised that they have the option to appeal.

#### **RESOLUTION #290/14**

Councillor Nadeau moved that Council approve Development Permit DV14-164 with all of the above-noted (liquor store, gas bar with convenience store and carwash) discretionary non-pedestrian oriented uses within the C1 District with standard development conditions, as well as special conditions as listed below:

1. The Town recommends that the Developer works with Wild Rose School Division regarding fencing/screening along the west side of 4417-47 Avenue.
2. The Developer is to enter into a Development Agreement with the Town for the proposed development that is to be registered at Land Titles.
3. Outside storage (refuse areas) must be located, screened and maintained to the satisfaction of the Development Officer. Commercial and organic waste receptacles must not be located adjacent to residential roads. There shall be no outside storage of goods, products, materials or equipment permitted within the front yard setback prescribed. Outside storage of goods, products, materials or equipment shall be kept in a clean and orderly condition at all times and shall be screened by means of a solid wall or fence from public thoroughfares to the satisfaction of the Development Officer.
4. All those standard development conditions as outlined in the Town of Drayton Valley Development Permit that are applicable.
5. Subject to a fourteen (14) day advertising and appeal period from the Date of Issue. Any activity within this fourteen (14) day appeal period is at the discretion of the Developer.
6. Subject to any/all Federal, Provincial or Municipal Permits as required. These may be, but are not limited to, building and/or safety codes permits as required by the Alberta Building Code.

**RESOLUTION #291/14**

Councillor Shular moved that Council approve an amendment to condition #1 to read: "The Town requires the Developer work with Wild Rose School Division regarding acceptable fencing/screening along the west side of 4417-47 Avenue, which the Town will require the Developer to provide and pay for."

**CARRIED UNANIMOUSLY**

**RESOLUTION #290/14 (as amended)**

**DEFEATED**

**OPPOSED: Councillors Shular, Nadeau, and Bossert  
IN FAVOUR: Deputy Mayor Long and Councillor Wheeler**

11.2. Rezoning Bylaw 2014/18/D 4847-54 Ave, 2<sup>nd</sup> & 3<sup>rd</sup> Reading

Councillor Shular explained that Administration has received an application to rezone a parcel of land, 4847-54 Avenue, from the current R2 – General Residential District to R3-Medium Density Residential District to allow the landowner to develop a fourplex on these lands.

Councillor Bossert expressed concern over traffic backing onto a main thoroughfare.

Deputy Mayor Long suggested that, as the Development Officer is not present, second reading be given today and then third reading be tabled.

**RESOLUTION #292/14**

Councillor Shular moved that Council give second reading of Bylaw 2014/18/D for amendment of the Land Use Bylaw and subsequent rezoning to allow development to proceed.

**CARRIED UNANIMOUSLY**

**RESOLUTION #293/14**

Councillor Shular moved that Council give third reading of Bylaw 2014/18/D for amendment of the Land Use Bylaw and subsequent rezoning to allow development to proceed.

**MOTION TABLED**

**RESOLUTION #294/14**

Councillor Bossert moved that Council table third reading of Bylaw 2014/18/D to the December 10, 2014 Regular Meeting of Council.

**CARRIED UNANIMOUSLY**

11.3. Road Closure Bylaw 2014/11/D, 1<sup>st</sup> Reading

Councillor Wheeler explained that Administration is proposing a Road Closure Bylaw for the lands within the NW8-49-7-W5. Due to the re-alignment of Highway 22 and 50th Avenue, the lands currently exist as portions of six different registered road parcels. The Road Closure Bylaw has been prepared with the assistance of an Alberta Land Surveyor so that the portions of land no longer required for a road right-of-way can be legally 'closed' as roads and can then be consolidated to create a single parcel of land. By creating this single parcel of land, the Town then has options regarding its future use. Options include the sale of the land or establishing it as reserve land for municipal use.

**RESOLUTION #295/14**

Councillor Wheeler moved that Council give first reading to Road Closure Bylaw 2014/11/D, after which public consultation process will begin.

**CARRIED UNANIMOUSLY**

**Deputy Mayor Long called a break at 10:36 a.m.**

**Deputy Mayor Long returned to the chair and reconvened the meeting at 10:58 a.m.**

11.4. Rezoning Bylaw 2014/22/D 2251-50 St, 1<sup>st</sup> Reading

Councillor Bossert explained that Administration has received an application to rezone a portion of land, 2251-50 Street, from the current AG-Agricultural District to C2-General Commercial District to allow road expansion and potential for development of commercial businesses similar to those already being developed along 50th Street south.

**RESOLUTION #296/14**

Councillor Bossert moved that Council give first reading to Bylaw 2014/22/D for amendment of the Land Use Bylaw for rezoning, after which public consultation process will begin.

**CARRIED UNANIMOUSLY**

11.5. Offer to Purchase Lands

**RESOLUTION #297/14**

Councillor Nadeau moved that Council move to "In-Camera" at 11:01 a.m.

**CARRIED UNANIMOUSLY**

**RESOLUTION #298/14**

Councillor Nadeau moved that Council move out of "In-Camera" at 11:06 a.m.

**CARRIED UNANIMOUSLY**

**RESOLUTION #299/14**

Councillor Nadeau moved that Council table the Offer to Purchase to the December 10, 2014 Regular Meeting of Council.

**CARRIED UNANIMOUSLY**

11.6. Amending Bylaw 2014/21/C – ECDC Board

Councillor Shular explained that Bylaw 2008/01/C authorizes the Town of Drayton Valley to establish the Drayton Valley Early Childhood Development Centre Board and to outline the duties and responsibilities of that Board. At the October Organizational Meeting of Council, the number of Council representatives to the Childcare Board was changed from two (2) to one (1). An amending Bylaw is therefore required to permit the change to the composition of the Board. The Amending Bylaw also covers the change in meeting frequency from every month to every second month.

**RESOLUTION #300/14**

Councillor Shular moved that Council that approve Amending Bylaw No. 2014/21/C.

**CARRIED UNANIMOUSLY**

11.7. Snow Removal Policy T-01-99

Councillor Wheeler explained that the Town of Drayton Valley Snow Removal Policy T-01-99 was approved October 29, 2014. However, Schedule A, B, C, and D were not included. The attached Policy is complete with all Schedules.

**RESOLUTION #301/14**

Councillor Wheeler moved that Council approve the updated Snow Removal Policy T-01-99.

**CARRIED UNANIMOUSLY**

11.8. Privacy Policies A-13-14, A-13-14(1), and A-13-14(2)

Councillor Bossert explained that an important aspect of the work that the Town does is ensuring that the privacy of those accessing our services is protected. Administration has prepared three Policies for Council's approval. The first of these Policies is a general Privacy Policy which can apply in all situations and is based on a sample provided by Service Alberta. Two supplementary Policies are then proposed – one to deal specifically with online privacy when accessing Town online services, and the second for the privacy protections in place for employees and volunteers of the Town.

**RESOLUTION #302/14**

Councillor Bossert moved that Council approve Privacy Policy A-13-14.

**CARRIED UNANIMOUSLY**

**RESOLUTION #303/14**

Councillor Bossert moved that Council approve Online Privacy Policy A-13-14(1).

**CARRIED UNANIMOUSLY**

**RESOLUTION #304/14**

Councillor Bossert moved that Council approve Employee and Volunteer Privacy Policy A-13-14(2).

**CARRIED UNANIMOUSLY**

11.9. ECDC Community Board Member Appointment

Councillor Nadeau explained that the Childcare Operational Board Member, Trina Wakelin, has handed in her resignation for her two year term ending on November 1st, 2016. The Town has received one application from the community to fill this vacant position on the Board, that of Darlene Ferris.

**RESOLUTION #305/14**

Councillor Nadeau moved that Council approve the appointment of Darlene Ferris to the Childcare Operational Board for the remainder of the two year term ending November 1, 2016.

**CARRIED UNANIMOUSLY**

11.10. Pembina Crisis Connection Society Letter of Support

Councillor Shular explained that Pembina Crisis Connection Society (PCCS) is applying for a substantial grant from the Family and Community Safety Program. This funding will be used to help our community create a community action plan to address the root causes of social issues that affect the safety and well-being of our residents.

**RESOLUTION #306/14**

Councillor Shular moved that Council approve the letter of support for PCCS' Family and Community Safety Program grant application.

**CARRIED UNANIMOUSLY**

11.11. Borrowing Bylaw 2014/20/F, Rescinding Bylaw 2013/18/F

Councillor Wheeler explained that, following the passing of Borrowing Bylaw 2013/18/F at the January 8, 2014 Regular Meeting of Council, the Town was advised that our application made to the Green Municipal Fund (GMF) for a \$6,749,515 loan combined with a \$674,951 grant for our new Energy Efficient Water Treatment Plant had been approved. Accordingly, in order to have the Borrowing Bylaw approved, we will require the rescinding of the original Bylaw 2013/18/F and the passing of new Bylaw 2014/20/F to recognize the source of borrowing and the amount being borrowed.

**RESOLUTION #307/14**

Councillor Wheeler moved that Council rescind Borrowing Bylaw 2013/18/F.

**CARRIED UNANIMOUSLY**

**RESOLUTION #308/14**

Councillor Wheeler moved that Council give first reading to Bylaw 2014/20/F.

**CARRIED UNANIMOUSLY**

**RESOLUTION #309/14**

Councillor Wheeler moved that Council give second reading to Bylaw 2014/20/F.

**CARRIED UNANIMOUSLY**

**RESOLUTION #310/14**

Councillor Wheeler moved that Council consider third reading to Bylaw 2014/20/F.

**CARRIED UNANIMOUSLY**

**RESOLUTION #311/14**

Councillor Wheeler moved that Council give third and final reading to Bylaw 2014/20/F.

**CARRIED UNANIMOUSLY**

11.12. Green Municipal Fund Loan Agreement

Councillor Bossert explained that on May 23, 2014 the Town was advised that our application to the Green Municipal Fund (GMF) for a \$6,749,515 loan combined with a \$674,951 grant for our new Energy Efficient Water Treatment Plant had been approved. The GMF is asking the attached Loan Agreement be signed and returned by November 25, 2014.

**RESOLUTION #312/14**

Councillor Bossert moved that Council approve the Green Municipal Fund (GMF) Loan Agreement.

**CARRIED UNANIMOUSLY**



**11.13. EPAC Construction Management Contract**

Councillor Nadeau explained that the Town of Drayton Valley is serving as the Project Manager for the renovations to the Eleanor Pickup Arts Centre. Renovations were initiated in late summer of 2013. Work on the renovations continued into the early months of 2014 until the General Contractor had to end the contract due to personal reasons. Town Administration took measures to secure another contractor to complete the Phase I work of the project. Negotiations with companies occurred over the past few months. Following several meetings/conversations between the Town, Temple Contracting Inc., and A & E Architectural and Engineering Group Inc., a Construction Management Contract has been negotiated. Time is of the essence in order to complete a significant portion of the work prior to the end of this year. The Management Contract Contract is a standard agreement developed through the Canadian Construction Association. The Contract has been reviewed by the Town's legal counsel.

**RESOLUTION #313/14**

Councillor Nadeau moved that Council approve the Construction Management Contract for the EPAC Renovations with Temple Contracting Inc. at the 6% Construction Management Fee.

**CARRIED UNANIMOUSLY**

**11.14. Amendment to Funding Agreement 13GRP07**

Councillor Shular explained that the Town of Drayton Valley has received a recommendation that the Town amend the grant agreement with Alberta Environment and Sustainable Resource Development for the Clean Energy Technology Centre to meet the current project timelines of construction and occupancy. The original timeline had a completion date of March 31, 2015. The grant project work plan has been amended and approved by Alberta Environment and Sustainable Resource Development to be extended to January 31, 2016. This revised time frame will allow the Clean Energy and Technology Centre to complete construction and have approximately three months of operations take place by the end of this agreement. This revised timeline does not have implications on the project construction budget as all funds will be received from the grant by December 31, 2015.

**RESOLUTION #314/14**

Councillor Shular move that Council approve Amending Agreement: 13GRP07 with the Minister of Environment and Sustainable Resource Development for the Clean Energy and Technology Centre as presented.

**CARRIED UNANIMOUSLY**

**11.15. EPAC Offer to Purchase Agreement**

Councillor Wheeler explained that Brazeau County and the Town of Drayton Valley have collaborated on agreements for the joint ownership of the Eleanor Pickup Arts Centre. Both municipalities' legal counsel has reviewed the document presented.

**RESOLUTION #315/14**

Councillor Wheeler moved that Council accept the Offer to Purchase from Brazeau County dated November 6, 2014, subject to the addition of the attached words in paragraph 13(h), such addition to be initialed by the Town's representatives and the document returned to the County's legal counsel for the addition to be initialed by County representatives.

**CARRIED UNANIMOUSLY**

**12.0 Information Items**

12.1	RCMP Policing Report – October 2014
12.2	Fire Services Report – October 2014
12.3	Conference Councillor Report – Councillor McClure
12.4	Pembina Physician Recruitment & Retention Committee – 2014 Minutes for June, July, July Special Meeting, August, September, and AGM
12.5	Homelessness & Poverty Reduction Strategy – Letter to the Premier
12.6	Brazeau Seniors Foundation – July 11, 2014 Meeting Minutes

**RESOLUTION #316/14**

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

**CARRIED UNANIMOUSLY**

**13.0 Department Reports**

9.4. Planning & Development

Ms. Martin was not in attendance to provide a report.

9.5. Engineering & Transportation

Ms. Wigglesworth explained that the TELUS fibre optic is winding down for the season. The Transportation of Dangerous Goods Bylaw was approved by the Alberta Ministry of Transportation. The Water Treatment Plant has taken shape; the walls and windows are up and they are now working on mechanics. Garbage and recycle pick up will be changed due to the holiday season. The 2015 schedules will be mailed out.

9.6. Community Services, FCSS & Sustainability

Ms. Driessen explained that the Social Delevopment Plan Workshop had over 30 people in attendance. REVOLVE Engineering did a presentation on energy options for the Town's proposed Housing Development. There will be Public Consultation Workshops for the revitalization of three parks on December 3 and 4.

9.7. Information & Protective Services

Mr. Naidoo was not in attendance to provide a report.

9.8. Administration

Mr. Deol was not in attendance to provide a report.

#### **14.0 Council Reports**


- 9.9. Councillor Shular  
November 4 – CETC Committee Meeting  
November 5 – Social Development Plan Review  
November 6 – Planning Session for Brazeau Seniors Foundation  
November 6 – DV Community Foundation AGM  
November 13 – PPRR Committee Appreciation Dinner
- 9.10. Councillor Wheeler  
Sustainability Committee Meeting  
North Saskatchewan Watershed Alliance/Headwaters
- 9.11. Councillor Bossert  
October 30 – TELUS Innovation Centre Grande Opening  
November 3 – TELUS: Clinics and Patient Portals  
November 4 – Rotary House Tenants Open House  
November 5 – Social Development Plan Review  
November 6 – Remembrance Day Ceremony at Holy Trinity  
November 7 – Homelessness & Poverty Reduction Team Meeting  
November 10 – Waste Management Committee Meeting  
November 13 – Budget Meeting  
November 13 – PPRR Committee Appreciation Dinner  
November 14 – Joint Housing Committee Meeting
- 9.12. Councillor Nadeau  
October 30 – TELUS Innovation Centre Grand Opening  
October 31 – Outdoor Rink Community Group Meeting  
November 6 – Sustainability Committee Meeting
- 9.13. Councillor Long  
October 30 – TELUS Innovation Centre Grande Opening  
November 3 – Yellowhead Regional Library Board Meeting  
November 5 – Social Development Plan Review  
November 6 – DV Community Foundation AGM  
November 10 – Waste Management Committee Meeting  
November 19 – DV Community Foundation Planning Session
- 9.14. Mayor McLean  
Mayor McLean was not in attendance to provide a report.

#### **10.0 Adjournment**

##### **RESOLUTION #317/14**

Councillor Shular moved that Council adjourn the November 19, 2014 Regular Meeting of Council at 11:50 a.m.

**CARRIED UNANIMOUSLY**

  
DEPUTY MAYOR

  
ACTING CHIEF ADMINISTRATIVE OFFICER