



Meeting Minutes

THOSE PRESENT:

Mayor McLean
Deputy Mayor Shular
Councillor Long
Councillor Wheeler
Councillor Nadeau
Councillor Fredrickson
Manny Deol, Town Manager
Nesen Naidoo, Assistant Town Manager
Annette Driessen, Director of Community Services
Tom Thomson, Director of Emergency Services
Jill Buehler, Communications & Marketing Coordinator
Jenn Martin, Planning & Development Officer

Chandra Dyck, Legislative Services Coordinator
Sarah Henderson, Administrative Assistant
Emily Hickman, Homelessness & Poverty Research Coordinator
Jason Thomson, Audio/Video
Mamta Lulla, Drayton Valley Western Review
Cassandra Jodoin, CIBW Radio
Members of the Public

ABSENT:

Councillor Bossert

CALL TO ORDER

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

1.0 Additions to the Agenda

- Item 8.3 – ISL Engineering Water Treatment Plant Sustainability Features
- Item 10.7 – Amended Mill Rate Bylaw (page 109 of Agenda)
- Item 10.8 – 2015 Final Fee Schedule
- Amend Item 10.8 – In Camera to Item 10.9

2.0 Adoption of Agenda

RESOLUTION #099/15

Councillor Shular moved to adopt the Agenda for the April 22, 2015, Regular Meeting of Council, as amended.

CARRIED UNANIMOUSLY

3.0 Corrections or Amendments:

- 3.1. April 1, 2015, Regular Meeting of Council Minutes
No corrections or amendments were made.

4.0 Adoption of:

- 4.1. April 1, 2015, Regular Meeting of Council Minutes

RESOLUTION #100/15

Councillor Frederickson moved to adopt the Minutes of the April 1, 2015, Regular Meeting of Council Minutes as presented.

CARRIED UNANIMOUSLY

Mayor McLean declared a pecuniary interest for the items 5.1. and 5.2. Mayor McLean called Deputy Mayor Shular to the chair and exited the meeting at 9:07 a.m.

5.0 Public Hearings

- 5.1. Bylaw 2015/03/D Highland Park Public Hearing ASP
A separate set of Minutes was recorded for this Public Hearing.
- 5.2. Bylaw 2015/04/D Highland Park Public Hearing Rezoning
A separate set of Minutes was recorded for this Public Hearing.

Mayor McLean returned to chair the meeting at 9:32 a.m.

6.0 Community Spotlight

Ms. Hickman presented to Council the current status of the Mat program, with the opening of the shelter on April 20, 2015. The Program includes the Community Assistant Fund, which is annually funded by seven member of organizations at the local faith communities. The fund has been able to assist 31 individuals with hotel stay and financial assistance provided with gift cards. The Community Mat Program has partnered with faith community, RCMP, Food Bank and the Park Valley Pool. It is a strictly volunteer - run program, where volunteers work in pairs for overnight shifts to supervise the Program. There are currently 23 volunteers, allowing the Program to be open Monday and Tuesday nights. The Program however, is in need for more volunteers to be open for the remainder of the week. Ms. Hickman has noticed a shift in the clientele of the program where they are helping individuals with chronic issues, mental health or addiction issues. Ms. Hickman provided Council with a few success stories of the Program. Mayor and Council commended Ms. Hickman on the Program for being ground-breaking for rural homelessness.

7.0 Proclamation

- 7.1. National Day of Mourning
Mayor McLean proclaimed April 28, 2015 as National Day of Mourning in the Town of Drayton Valley and ordered the flags at the Civic Center be lowered to half-mast on April 28, 2015.
- 7.2. Volunteer Firefighters Awareness Week
Mayor McLean proclaimed May 3 to 9, 2015 as Volunteer Firefighters Awareness Week in the Town of Drayton Valley.
- 7.3. Mental Health Awareness Week
Mayor McLean proclaimed May 4 to 10, 2015 as Mental Health Awareness Week in the Town of Drayton Valley.
- 7.4. National Victims of Crime Awareness Week
Mayor McLean proclaimed April 19 to 25, 2015 as National Victims of Crime Awareness Week in the Town of Drayton Valley.

8.0 Delegation

- 8.1. Phil Dirks, Hawkings Epp Dumont – Consolidated Financial Statements 2014
Mr. Dirks presented Council a briefing on the Audited 2014 Financial Statements. The Mayor requested the Pembina Education Society Guarantee be properly terminated, and requested this be confirmed at the May 13, 2015 Council Meeting. Mr. Dirks confirmed with Council that the Town of Drayton Valley remains in a good financial position.

Mayor McLean called a break at 10:40 a.m.

Mayor McLean reconvened the meeting at 10:54 a.m.

RESOLUTION #101/15

Councillor Shular moved to change the former Item 10.8 “In Camera” to Item 10.9.

CARRIED UNANIMOUSLY

- 8.2. Ed Toupin, AltaLink Management
Mr. Toupin presented to Council information about AltaLink and the growth in Alberta. AltaLink was established in 2002 and supports over 85% of the population of Alberta for electrical transmissions. The distribution of electrical load is 60% for industry, 20% commercial, 15% residential and 5% for farms. Mr. Toupin is open for opportunity in Drayton Valley and willing to work with the Town.
- 8.3. ISL Engineering Water Treatment Plant Sustainability Features
Deon Wilner, ISL Engineering presented Council with a summary of the efficiencies and sustainable actions which have been implemented for the Water Treatment Plant (WTP). Once completed the WTP will be an 11,000 square foot plant producing over 18 million liters a day. The unique features the plant possesses are: solar wall on the south east side, panel windows, green roof, storm water pond and parks surrounding the WTP enabling the public to visit.

The contractor, Nasen Contracting has implemented environmentally sustainable procedures while building the WTP. Some of those initiatives included: the construction trailers used 100% recycled paper; use of reusable or eco cups on the job site; disposal of wood to Valley Power where then the ashes were provided to farmers to stabilize the PH in their soil; catch basin to avoid spilled fuel; recycling crushed concrete; organized waste disposal; reuse of rain water to control dust on roads; and using electrical cranes.

9.0 Public Time

Mayor McLean opened the meeting to comments from the floor, no comments were received.

Mayor McLean declared a pecuniary interest for the items 10.1, 10.2 and 10.3. Mayor McLean called Deputy Mayor Shular to the chair and exited the meeting at 11:06 a.m.

10.0 Decision Items

- 10.1. Bylaw 2015/03/D Highland Park 2 & 3 Readings
Councillor Long explained that on March 11, 2015 Council gave first reading to Bylaw 2015/03/D for the Highland Park Area Structure Plan, which has been prepared for the

lands legally described as Lot 4, Plan 852 1283 for the future development of residential lands.

The attached Highland Park Area Structure Plan dated January 2015, represents the Developer's plans for the development of 23 acres for residential land use. The Developer is requesting a variance on the northern lots (which are intended for adult villa duplexes), as the proposed lot depth is less than the required 35 metres as set out in the Land Use Bylaw. The proposed depths on these lots range from 27.43 metres to 32.92 metres. Any proposed buildings on these lots will be required to meet the setback requirements set out in the zoning district. Engineering was satisfied with lanes not being created within this specific subdivision area. Accordingly, a section has been included within the attached Area Structure Plan to permit the variance of both the lot depths and the requirement for a laneway.

The Developer's representative hosted an informal Open House on March 25, 2015 to seek feedback from affected landowners regarding the proposed Area Structure Plan (ASP). This Open House is not required by the (*Municipal Government Act*), but was undertaken at the request of Administration. Comments provided by attendees at that meeting were favorable to the proposed Area Structure Plan.

This ASP has been circulated to referral bodies having an interest in the Plan. The proposed Highland Park Area Structure Plan conforms to the Municipal Development Plan. Administration supports the variance request for the decrease in lot depth for the northern duplex lots ranging from 27.43 metres to 32.92 metres, as buildings will be required to meet the setback requirements set out in the zoning district.

RESOLUTION #102/15

Councillor Long moved that Council give Second Reading to Bylaw 2015/03/D for the adoption of the Highland Park Area Structure Plan along with the variance request for decrease in lot size.

CARRIED UNANIMOUSLY

RESOLUTION #103/15

Councillor Long moved that Council give Third Reading and Final Reading to Bylaw 2015/03/D for the adoption of the Highland Park Area Structure Plan along with the variance request for decrease in lot size.

CARRIED UNANIMOUSLY

10.2. Bylaw 2015/04/D Highland Park Rezoning 2 & 3 Readings

Councillor Nadeau explained that the Town has received application to rezone a portion of the lands legally described as Lot 4 Plan 852 1283 from the existing Brazeau County AG-B - Agriculture District to Town of Drayton Valley R1A – Low Density Residential, R2-General Residential District, and IPU-Institutional & Public Use Districts. Such rezoning would allow the land to be subdivided and developed in accordance with the Highland Park Area Structure Plan which was presented to Council for second and third readings earlier today. The proposed rezoning also conforms to the Municipal Development Plan.

First reading of Rezoning Bylaw 2015/04/D was given at the March 11, 2015 regular meeting of Council, after which the Developer hosted an Open House on March 25, 2015

to present the proposal to surrounding residents for their review. Comments provided by attendees at that meeting were in favour to the proposed rezoning.

A Public Hearing was held earlier this morning to allow residents and business representatives to provide their comments regarding the proposed rezoning. Notice of the Public Hearing was advertised in the local newspaper, pursuant to the *Municipal Government Act* requirements, and was provided via mail-outs to adjacent landowners. Any and all comments received were provided to Council during the Public Hearing this morning.

RESOLUTION #104/15

Councillor Nadeau moved that that Council give Second Reading to Bylaw 2015/04/D for the rezoning of a portion of lands legally described as Lot 4, Plan 852 1283.

CARRIED UNANIMOUSLY

RESOLUTION #105/15

Councillor Nadeau moved that that Council give Third and Final Reading to Bylaw 2015/04/D for the rezoning of a portion of lands legally described as Lot 4, Plan 852 1283.

CARRIED UNANIMOUSLY

10.3. Sekura Subdivision DV/15/01

Councillor Wheeler explained that Administration has received the following report from West Central Planning Agency regarding an application for a commercial subdivision for the lands located at 3351-50 Street.

Background

West Central Planning Agency received an application to subdivide out four lots plus a remainder lot for the lands within the NW4-49-7-W5. The lots will vary in size from 1.2 acres to 3.1 acres within the C2-General Commercial District. At this time there is no Area Structure Plan for this area. However, this subdivision plan is being incorporated into the Area Structure Plan that is currently being drafted.

Site Visit

West Central Planning Agency conducted a site visit on March 6, 2015. Currently, there is only one access to this parcel from 50th street. A service road will need to be constructed adjacent to 50th street in order to gain access to the four new proposed parcels. A 12.9 metre service road with an 11.1 metre easement has been dedicated along 50th Street as shown on the attached plan. The construction of this service road will be a condition of subdivision. It is to be noted that 34th Avenue is partially constructed, however it is unpaved and stops at the end of the parcel. This parcel currently has two commercial buildings with a large gravel parking lot with the remainder of the parcel used for storage. There is a high pressure pipeline, an oil pipeline right of way and a water pipeline located within the remainder of the parcel.

Comments

The subdivision proposal was circulated as part of the planning process. ATCO Gas has no objections, but has several conditions should this subdivision be approved. No other comments or concerns were received from other agencies, utility companies or adjacent landowners.

Reserves

Reserves are owed on this subdivision. West Central Planning Agency recommends deferring reserves into the remainder of the parcel.

The proposed subdivision complies with the Municipal Development Plan and West Central Planning Agency recommends approval subject to the list of conditions on the draft approval.

RESOLUTION #106/15

Councillor Wheeler moved that Council approve approving subdivision application DV/15/01 Subject to the conditions noted below:

1. The Developer is to engage an Alberta Land Surveyor to prepare a plan of subdivision for registration at Land Titles Office subject to the attached subdivision drawing dated January 21, 2015 and revised March 30, 2015.
 - a. Please instruct your surveyor to use the Town's block numbering system.
 - b. A service road is to be fully built adjacent to 50th street
2. Enter into and fully comply with a Development Agreement with the Town of Drayton Valley under section 655 of the Municipal Government Act. This agreement must include but is not limited to:
 - a) Construct all necessary roads, approaches, drainage ways, water and sewer lines, and other utilities to serve the proposed lots. The Development Agreement will specify the standards of these improvements.
3. The Developer is to pay any off-site levies required by the Town of Drayton Valley's bylaw.
4. The Developer is to contact the utilities (Fortis & ATCO Pipelines) to determine whether any new utility services and/or easements are required, and provide written confirmation from the utilities that any necessary arrangements have been made.
5. ATCO Gas has the following conditions:
 - a. ATCO Gas' existing right-of-way or other land rights shall be carried forward and registered on any newly created lots. Any work of any nature whatsoever (i.e. grading, paving, stockpiling, landscaping, berms, etc) affecting the surface of ATCO Gas' right-of-way must first receive prior written consent from ATCO Gas' Land Administration Department (780-420-4135)
 - b. There is an existing ATCO Gas facility in the area. If it should be necessary to lower, relocate or make any alterations to our existing pipelines and/or appurtenances due to this project, contact Johnathan Martin at 780-509-2261. When required, contact should be provided prior to your construction to enable an adequate and timely response by ATCO Gas.
 - c. When gas service is required, to avoid delays, the owner/developer should contact an ATCO Gas Service Applications administration at 780-420-7279 or 280-420-7514 or the local ATCO Gas District office, to discuss their service

- requirements, timing details and any associated costs. Not each lot/unit is to have a separate service line.
- d. Contact Alberta One Call to have the gas lines located at least 48 hours prior to excavation
 - e. Maintain a 0.3m vertical clearance and 1.0m horizontal clearance between ATCO Gas' distribution gas lines and your facilities.
 - f. Maintain clearance requirements from ATCO Gas' pipelines and trees
6. The Developer is to pay any outstanding taxes owing on the property to the Town.
 7. The Developer is to pay an endorsement fee of \$200 per lot [5 lots (including the remainder) equal a total of \$1000] to West Central Planning Agency when the plan is submitted for endorsement.
 8. Reserves are owed and are to be deferred by caveat into the remainder of Certificate of Title 072 204 828. West Central Planning Agency will prepare the necessary documents prior to endorsing the plan for registration.

CARRIED UNANIMOUSLY

Mayor McLean returned to chair the meeting at 11:25 a.m.

10.4. Canada Day Insurance

Councillor Fredrickson explained that every year on July 1st a Committee comprised of the Community Services Department, community members and a variety of different organizations, hosts the Canada Day Event.

In hosting the event, services from a variety of different contractors and local organizations are acquired to provide free family entertainment and, for a minimal fee, food and refreshments for attendees. The following services are being planned for this year's event:

- Inflatables
- Balloon Artists
- Glitter Tattoos
- Face Painters
- Photo Booth
- Caricature Artist
- Multicultural Information Fair
- Carnival Games
- Traditional Old School Games
- Hi-Striker (Test your Strength)
- Drayton Valley Evergreen Farmers' Market
- Quad Safety Awareness Program - ATV Safety Training
- Stage Performances/Entertainment
- Drayton Valley Health Services Foundation BBQ
- Taste of Drayton, (Hosted by Hearts for Lushoto)
- Thunder Car Club Show and Shine
- Fireworks Display by Aerial Fireworks
- Popcorn, Cotton Candy, Slurpees and Sno Cones.

The Town's insurer has indicated that activities or events endorsed by a resolution of Council will be recognized as an insured event, thereby minimizing the need for Special Event Insurance. Administration is therefore recommending that the Canada Day event be endorsed by Town Council as an insured activity of the municipality.

RESOLUTION #107/15

Councillor Fredrickson moved that Town Council endorses the Canada Day Festivities to be covered under the Town of Drayton Valley's General Liability Insurance.

CARRIED UNANIMOUSLY

10.5. Community Event Grant – Pro Rodeo Society

Councillor Nadeau explained that Administration has received and reviewed the Community Event Grant Application from Drayton Valley Pro Rodeo Society. The Drayton Valley Pro Rodeo Society is a non-profit society dedicated to bringing the best rodeo to our community. The 1st annual Drayton Valley Pro Rodeo will be held May 1, 2 & 3 at the Omniplex. It is estimated that the Rodeo will be bringing over 400 contestants and their families to our community.

The grant request for this event is \$17,000.00 or any amount the Town feels appropriate to help pay for expenses of moving the dirt in and out of the building and cleanup costs associated with the event at the Omniplex.

Administration has reviewed the application and recommends the approval of \$1,000.00 for the applicant.

RESOLUTION #108/15

Councillor Nadeau moved move that Council approves the contribution of \$1,000.00 from the Town of Drayton Valley Community Event Grant for the Drayton Valley Pro Rodeo Society.

Councillor Nadeau asked if the in-kind contribution is included in the amount of \$1,000.00. Ms. Driessen explained the amount is based on funds allocated to the Community Event Grant and the amount still available through the grant for the remainder of the year. Administration also considers if the applicant is non-profit or profit, the benefit of the event for the community in terms of the exposure, community involvement, how many spectators and competitors, and the need for funding. There is no in-kind contribution included in the \$1000.00.

RESOLUTION #109/15

Councillor Long moved that the amount of the contribution of the Town of Drayton Valley Community Event Grant for the Drayton Valley Pro Rodeo Society be amended from \$1000.00 to \$2000.00

CARRIED UNANIMOUSLY

AMENDED RESOLUTION #108/15

Councillor Nadeau moved that Council approves the contribution of \$2,000.00 from the Town of Drayton Valley Community Event Grant for the Drayton Valley Pro Rodeo Society.

CARRIED UNANIMOUSLY

10.6. 2015 Final Budget

Councillor Long advised that the Council Management Committee has recommended approval of the 2015 Operating & Capital Budgets for the Town of Drayton Valley as presented on April 15th, 2015.

RESOLUTION #110/15

Councillor Long moved that Council approve the 2015 Operating & Capital Budgets as presented for the Town of Drayton Valley with:

| | |
|---|--------------|
| Operating revenues | \$15,880,285 |
| Taxes (net of school & senior requisitions) | \$10,871,589 |
| Total revenues | \$26,751,875 |
| Operating expenditures | \$23,447,980 |
| Debt repayment | \$928,129 |
| Transfers to reserves | \$2,375,765 |
| Total expenditures | \$26,751,875 |
| Capital expenditures and financing | \$49,579,567 |

CARRIED UNANIMOUSLY

10.7. Tax Rate Bylaw No: 2015/06/F

Councillor Shular explained that the Mill Rate Bylaw 2015/06/F is being presented for first, second and third reading at today's Council meeting. The adoption of this Mill Rate Bylaw supports the tax levy requirements of the 2015 Operating and Capital Budgets presented and approved by Council today. Council is being asked to approve the Mill Rate Bylaw as presented. To facilitate the tax notices going out in a timely fashion, Council is being asked to give all three readings to the Mill Rate Bylaw today.

RESOLUTION #111/15

Councillor Shular moved that Council give First Reading to Mill Rate Bylaw 2015/06/F.

CARRIED UNANIMOUSLY

RESOLUTION #112/15

Councillor Shular moved that Council give Second Reading to Mill Rate Bylaw 2015/06/F.

CARRIED UNANIMOUSLY

RESOLUTION #113/15

Councillor Shular moved that Council consider giving Third and Final Reading to Mill Rate Bylaw 2015/06/F.

CARRIED UNANIMOUSLY

RESOLUTION #114/15

Councillor Shular moved that Council give Third and Final Reading to Mill Rate Bylaw 2015/06/F.

CARRIED UNANIMOUSLY

10.8. 2015 Final Fee Schedule

Councillor Wheeler explained the attached 2015 Final Fee Schedule changes for the Town of Drayton Valley have been reviewed by Administration and support the 2015 final budget. A printed copy of the correct 2015 Final Fee Schedule changes was provided to Council as the version to be considered.

RESOLUTION #115/15

Councillor Wheeler moved that Council approves the updated 2015 Final Fee Schedule changes for the Town of Drayton Valley as presented.

CARRIED UNANIMOUSLY

10.9. In Camera

RESOLUTION #116/15

Councillor Wheeler moved that Council move into "In-Camera" at 12:08 p.m.

CARRIED UNANIMOUSLY

RESOLUTION #117/15

Councillor Wheeler moved that Council move out of "In-Camera" at 12:52 p.m.

CARRIED UNANIMOUSLY

RESOLUTION #118/15

Councillor Wheeler moved that Council authorize the purchase of land for the expansion of municipal infrastructure.

CARRIED UNANIMOUSLY

RESOLUTION #119/15

Councillor Wheeler moved that Council approves the Confidentiality Agreement between the Town and Weyerhaeuser.

CARRIED UNANIMOUSLY

11.0 Information Items

11.1. Drayton Valley/Brazeau County Fire Services Stats February 2015

RESOLUTION #120/15

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

CARRIED UNANIMOUSLY

12.0 Department Reports

12.1. Planning & Development

Mrs. Martin provided Council with an update on Permits and Business Licenses recently issued by the Planning and Development Department. Mrs. Martin also advised Mr. Mike's Restaurant will be completed fall 2015 in the south end of Drayton Valley.

12.2. Engineering & Transportation

Mr. Elliott provided Council with an update on his meetings with Wild Rose School Division Board about the Aurora School Project and the Bus Hub. The School Board had minor changes, which Mr. Elliott will submit those for a re-designed and then present the revised plan to Council. The traffic count and study has been completed, a draft report will be sent to Council end of next week.

12.3. Community Services, FCSS & Sustainability

Ms. Driessen advised Council of upcoming events: May 2 Lil Rascals, May 6 Operation Clean Sweep and May 9 Drayton Valley Triathlon.

12.4. Protective Services

Chief Thomson advised Council that Emergency Services have received the new trailer, which was approved in the 2014 Budget to house the ranger and wildlife equipment. Chief

Thomson announced there is a partial fire ban in our community, but this does not prohibit residents from using their approved fire pit. The ban applies to open and brush fires. May 3-9, 2015 is Volunteer Firefighter Appreciation week. Chief Thomson challenged Council to take a pager home for the week, so Council is aware of and can appreciate what our volunteer firefighters do for our community. Chief Thomson also reviewed the statistics from the CPO Report from January to March 2015, with over 372 hours worked.

12.5. Administration

- Legislative Services

Ms. Dyck recognized Earth Day and Administrative Professional Week. Ms. Dyck advised at the next Council Meeting it will be Public Works Week, and Council members are invited to participate in public works jobs during that week; Councillors can see Ms. Dyck for the sign-up sheet.

- Economic Development

There was no report on Economic Development.

- Communications and Marketing

Mrs. Buehler advised Council that the Annual Report will be presented to Council this week.

- Information Services

Mr. Naidoo updated Council on the current progress with Telus.

- CAO Report

Mr. Deol advised Council that street cleaning is coming along. Mr. Deol also advised Council he will be on vacation for the next two weeks.

Council Reports

12.6. Councillor Fredrickson

- April 13 Homelessness and Poverty Reduction Meeting
- April 9 CETC Telus Committee Meetings
- April 17 CETC Telus Committee Meetings
- April 20 Healthy Committee Coalition Meeting

12.7. Councillor Nadeau

- Sustainability Committee
- Legion Meeting
- Economic Committee

12.8. Councillor Long

- Economic Developers of Alberta Professional Conference

12.9. Councillor Shular

- Defer report to next Council

12.10. Councillor Wheeler

- Sustainability Committee Meeting

12.11. Mayor McLean

- April 10 – Holy Trinity Speech
- April 15 – Volunteer Appreciation Night
- April 16 – EARN Breakfast
- April 18 – St. Anthony School 50th Year Anniversary

Adjournment

RESOLUTION # 121/15

Councillor Long moved that Council adjourn the April 22, 2015, Regular Meeting of Council at 1:27 p.m.

CARRIED UNANIMOUSLY



MAYOR



CHIEF ADMINISTRATIVE OFFICER