



Meeting Minutes

THOSE PRESENT:

Mayor McLean
Deputy Mayor Shular
Councillor Fredrickson
Councillor Nadeau
Councillor Long
Councillor Bossert
Councillor Wheeler
Manny Deol, Town Manager
Nesen Naidoo, Assistant Town Manager
Annette Driessen, Director of Community Services
Tom Thomson, Director of Emergency Services

Ron Fraser, Director of Engineering & Planning
Jenn Martin, Planning & Development Officer
Chandra Dyck, Legislative Services Coordinator
Rita Bijeau, Executive Assistant
Tyler Russell, Communications & Marketing Coordinator
S.Sgt. Callihoo, Drayton Valley RCMP
Mamta Lulla, Drayton Valley Western Review
Cassandra Jodoin, CIBW Radio
Members of the Public

ABSENT:

CALL TO ORDER

Mayor McLean called the meeting to order at 6:04 p.m.

1.0 Additions to the Agenda

RESOLUTION # 223/15

Councillor Shular moved to delete items 7.1. "Homeless for a Night" and 9.5. "Emergency Management Bylaw 2015/07/P" from the Agenda for the September 16, 2015, Regular Meeting of Council.

CARRIED UNANIMOUSLY

2.0 Adoption of Agenda

RESOLUTION # 224/15

Councillor Shular moved to adopt the Agenda for the September 16, 2015, Regular Meeting of Council as amended.

CARRIED UNANIMOUSLY

3.0 Corrections or Amendments:

3.1. August 26, 2015, Regular Meeting of Council Minutes

There were no corrections or amendments to the August 26, 2015, Regular Meeting of Council Minutes.

4.0 Adoption of:

4.1. August 26, 2015, Regular Meeting of Council Minutes

RESOLUTION #225/15

Councillor Bossert moved to adopt the Minutes of the August 26, 2015, Regular Meeting of Council as presented.

CARRIED UNANIMOUSLY

5.0 Proclamations

5.1. Muscular Dystrophy Awareness Month

Mayor McLean proclaimed the month of September 2015, as Muscular Dystrophy Awareness Month in the Town of Drayton Valley.

6.0 Public Hearings

6.1. False Alarm Bylaw 2015/09/P

A separate set of Minutes was recorded for this Public Hearing.

7.0 Delegations

7.1. Homeless for a Night

This item was deleted from the Agenda.

7.2. S.Sgt. Callihoo – August RCMP Report

S.Sgt. Callihoo presented Council with the August RCMP Report, highlighting areas of interest and stating that some patrols have not been as active as previous years, such as impaired driving, due to the current workload. S.Sgt. Callihoo will be working on increasing the presence of the RCMP in the community to mitigate this gap.

Councillor Wheeler and Mayor McLean requested that patrols also increase in the areas of Rotary Park and 4S Skatepark. A request for a follow up meeting with Rotary Park area residents was made and S.Sgt. Callihoo will look at possible dates. Mayor McLean thanked S.Sgt. Callihoo for the information.

8.0 Public Time

No comments were received.

9.0 Decision Items

Mayor McLean declared a pecuniary interest in items 9.1 through 9.3 at 6:22pm and called Deputy Mayor Shular forth to chair the meeting.

9.1. Local Improvement Levy Request 3351-50 Street

Councillor Bossert explained that Administration has received a request from a landowner/developer for the construction of the service road fronting the lands known as Sekura Auction Mart along 50th Street on a Local Improvement Levy basis. The estimated cost of the proposed service road is \$315,000.00, including street lighting.

Council discussed whether or not authorizing Administration to proceed with developing the Bylaw authorizes the project. Both Councillor Wheeler and Deputy Mayor Shular expressed concerns on the cost impeding future plans for the community by reducing the Town's borrowing limit. Ms. Martin and Mr. Deol advised that this authorization would allow for the Bylaw to be drafted and to get consent from the adjacent landowners. Administration has taken into consideration the impact the project may have on the Town's borrowing limit and recommends proceeding.

RESOLUTION #226/15

Councillor Bossert moved that Council direct Administration to prepare necessary Bylaws and consents

CARRIED

OPPOSED
Deputy Mayor Shular
Councillor Wheeler

9.2. Development Permit No. DV15-095 Mr. Mike's Patio Variance 2248-50 Street

Councillor Fredrickson explained that Administration has received an application for the development of an outdoor patio for a restaurant at 2248-50th Street. The proposed patio is to be setback 3 meters (10 feet) from the road along the south property line.

Councillor Wheeler expressed concern regarding the turning radius of vehicles at the intersection and Deputy Mayor Shular expressed concern regarding the safety of the patio being near a roadway. Ms. Martin advised that the turning radius was factored into the original site plan and the building inspector will work with the applicant on options to mitigate the safety concern.

RESOLUTION #227/15

Councillor Fredrickson moved that Council approve the variance of the patio to no less than 3 meters (10 feet) for Development Permit DV15-095 with conditions as noted below.

1. A variance of no less than 3 metres from the road is granted.
2. Location & size of patio is approved as per the site plan (copy attached).
3. Subject to the requirements of the attached examined site plan that has been approved ensuring compliance with setback regulations from the property line. NOTE: All setbacks are from the property line, NOT from any roadway, curb, sidewalk or fence line. The owner/applicant or contractor must locate the property lines before setting the building, foundation or walls on the property and must meet the setbacks as per the approved site plan.
4. Surface drainage shall be such that runoff does not run onto adjacent lots, except onto drainage easements.
5. Easements shall not be encroached upon by any structures unless otherwise approved in this permit.
6. The Town shall be advised of any damage to municipal structures prior to the start of any construction. Failure to point out any damages will result in the contractor being responsible for repairs.
7. The owner/applicant or contractor shall not, during construction or after construction, impede, obstruct or change any existing drainage patterns outside of the subject property without prior approval of the Town Engineer.
8. This permit is subject to any/all required Federal, Provincial or Municipal Permit approvals including, but not limited to, Building and/or Safety Code Permits.
9. The owner/applicant or contractor shall be financially responsible during construction for any damage, or as a result of the negligence causing damage by the owner/applicant or contractor's servants, suppliers, agents or contractors, to any public or private property.
10. It is the responsibility of the owner/applicant or contractor to ensure all requirements for utility companies (including easements) are met. These companies include, but are not limited to Telus, Fortis Alberta, Atco Gas and the Town of Drayton Valley.
11. The building shall have its civic address clearly displayed temporarily during construction and permanently after construction. The numbers shall be easily visible from the street and shall accord with the Town of Drayton Valley's Addressing Bylaw.
12. The owner/applicant or contractor shall prevent excess soil or debris from being spilled on public streets, lanes and sidewalks, and shall not place soil or any other materials on adjacent properties without permission in writing from adjacent property owners. The owner/applicant or contractor shall be solely responsible for cleaning up the soil or debris

13. The owner/applicant or contractor shall place a call to Alberta One-Call for location of all utilities prior to construction.

CARRIED UNANIMOUSLY

9.3. Development Permit No. DV15-097 Discretionary Use Proposed Liquor Store 2128 – 50th Street

Councillor Nadeau explained that Administration has received an application for the development of a liquor store at 2128 – 50th Street. The development of a liquor store is a discretionary use within the commercial area, therefore Council approval is required, but in all other aspects, complies with the requirements of the Land Use Bylaw.

RESOLUTION #228/15

Councillor Nadeau moved that Council approve Development Permit DV15-097 for the development of a liquor store at 2128 – 50th Street with conditions noted below:

1. Subject to the requirements of the attached examined site plan that has been approved ensuring compliance with setback regulations from the property line. NOTE: All setbacks are from the property line, NOT from any roadway, curb, sidewalk or fence line. The owner/applicant or contractor must locate the property lines before setting the building, foundation or walls on the property and must meet the setbacks as per the approved site plan.
2. Surface drainage shall be such that runoff does not run onto adjacent lots, except onto drainage easements. Sump pumps shall be pumped or piped only within the subject lot and shall not direct drainage outside of the lot boundaries.
3. Driveways are to be constructed such that they are at least 4 to 8 inches above the curb at the property line, to ensure runoff does not run from the street onto the property.
4. Driveway location shall be free of any conflict with power poles, utility or municipal structures or any other existing structures or adjacent properties.
5. The sewer invert elevation at the property line must be confirmed by the contractor prior to setting the elevations for the building. Notification must be given to the Town Engineer prior to connection to any Town-owned utility.
6. Easements shall not be encroached upon by any structures unless otherwise approved in this permit.
7. Water and sewer services are to be installed for each unit at the sole cost of the owner/applicant or contractor, including any changes in service location, capacity and pressure.
8. Where water pressure is below 100 kPa (15 psi) or where the volume of water is inadequate to satisfactorily supply the plumbing system with water during periods of peak demand, the owner shall provide and maintain such equipment as may be necessary to adequately supply the fixtures and water outlets.
 - a. Where the water pressure is in excess of 700 kPa (100 psi) the owner shall provide and maintain approved pressure reducing equipment to maintain the pressure between 100 kPa (15 psi) and 700 kPa (100psi).
 - b. Where the owner wishes to reduce the water pressure, the owner shall be responsible for installing and maintaining approved pressure reducing equipment.
 - c. The Town shall be advised of any damage to municipal structures prior to the start of any construction. Failure to point out any damages will result in the contractor being responsible for repairs.
9. Weeping tile shall not be hooked to the sanitary and must be pumped out into the back yard.
10. All landscaping shall be completed to the satisfaction of the Development Officer within one (1) year of occupancy of the development.

11. The owner/applicant or contractor shall not, during construction or after construction, impede, obstruct or change any existing drainage patterns outside of the subject property without prior approval of the Town Engineer.
12. The water and sewer service tie-ins to the Town's water and sewer mains shall be inspected by the Town before backfill.
13. Obtaining the required plumbing, gas and electrical permits and inspections are the responsibility of the owner/applicant or contractor. The Town of Drayton Valley may require a copy of the plumbing inspection report prior to allowing water and sewer services to be activated. **The Town requires that the owner/applicant or contractor, at his sole cost, install a station wire from the water metre to the exterior of the building (at a height no greater than 3 feet above grade and in close proximity to the outdoor gas meter) to which the Town will install a remote reader.**
14. **A Real Property Report (RPR), prepared by an Alberta Land Surveyor, is required to be submitted to the Development Officer for review against the approved site plan at the foundation stage of the development prior to further commencement of construction. Failure to provide an RPR at the foundation stage may result in the issuance of a Stop Work Order by the Development Officer.**
15. This permit is subject to any/all required Federal, Provincial or Municipal Permit approvals including, but not limited to, Building and/or Safety Code Permits.
16. The owner/applicant or contractor shall be financially responsible during construction for any damage, or as a result of the negligence causing damage by the owner/applicant or contractor's servants, suppliers, agents or contractors, to any public or private property.
17. It is the responsibility of the owner/applicant or contractor to ensure all requirements for utility companies (including easements) are met. These companies include, but are not limited to Telus, Fortis Alberta, Atco Gas and the Town of Drayton Valley.
18. **The owner/applicant or contractor shall, upon the completion of the construction and installation of the municipal improvements, deliver to the Town both a paper and electronic copy (an AutoCAD *.dwg file, version R14 or higher) of as-built plans, prepared and certified by the consulting engineer as being complete and accurate in all details, for all municipal improvements for the Town's records.**
19. Site area shall be fenced/secured to prevent public access for safety during construction.
20. The building shall have its civic address clearly displayed temporarily during construction and permanently after construction. The numbers shall be easily visible from the street and shall accord with the Town of Drayton Valley's Addressing Bylaw.
21. The owner/applicant or contractor shall prevent excess soil or debris from being spilled on public streets, lanes and sidewalks, and shall not place soil or any other materials on adjacent properties without permission in writing from adjacent property owners. The owner/applicant or contractor shall be solely responsible for cleaning up the soil or debris.
22. The owner/applicant or contractor shall place a call to Alberta One-Call for location of all utilities prior to construction.
23. Grading and drainage work shall be completed to the specifications provided to and approved by the Town Engineer. The Applicant/Developer shall not impede, obstruct or change or alter the grade or change any existing drainage patterns outside of the subject property without prior approval of the Town Engineer.
24. All loads are to be secured.
25. Any loose debris or mud that may be deposited onto other lands or roads from trucks or equipment shall be cleaned up at the expense of the Applicant/Developer.
26. Applicant/Developer shall erect safety construction signs (ie: trucks turning off of or onto road), which shall be erected prior to commencement of each day and removed at the end of the day of work.

27. Applicant/Developer shall advise the Town Office of dates of commencement and completion of the operation.
28. Top soil and/or earth which is not required for future lot grading or landscaping shall be removed from site and properly disposed of. Storage of top soil and/or earth on future phases of developable land within the quarter section is not permitted.
29. Parking Stalls and loading spaces shall be clearly marked and regularly maintained in the parking facility to the satisfaction of the Development Authority, including provision for parking for the physically handicapped. All regular parking stalls shall be a minimum of 20' X 10' with a minimum aisle width of 24'. **For this development, a minimum of 3 parking stalls is required.**
30. All parking aisles and stalls must be hardsurfaced (asphalt and/or concrete), and meet the requirements of Sections A32 and A33 of the Town of Drayton Valley Land Use Bylaw #2007/24/D (including amendments) in regards to number of stalls, dimensions, etc. This shall be completed on or before opening of the development.
31. Parking facilities shall have adequate lighting for the entire parking facility.
32. The Owner/Developer shall install proper traffic signage required for the safe operation of vehicle traffic to the satisfaction of the Town during and after construction of the proposed development.
33. Landscaping as shown on the approved Site Plan is also approved and is shown to comply with the following section of the Town of Drayton Valley Land Use Bylaw:
"22.3 In commercial land use districts, off-street parking lots shall be landscaped by the planting of at least one tree or shrub for every 185 m2 of parking lot area. Trees and shrubs shall be of a size and type satisfactory to the Development Authority, and the Town of Drayton Valley Landscape Management Plan, and shall not impede movement or visibility of pedestrians or traffic."
34. Commercial signage was not shown on or included in the plans submitted. All signage must be approved by the Development Office under separate Development Permit applications(s) in the future and conform to the requirements of the Town of Drayton Valley Signage Bylaw #2007/23/D.
35. Outside storage (refuse areas) must be located, screened and maintained to the satisfaction of the Development Officer.
36. There shall be not 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.
37. A fire inspection must be done on the building prior to occupancy. Please contact the local Fire Department to make an appointment.
38. New builds are to change the Siamese connection to a single 4.5" Sotrz fire department connection. The local Fire Department is to be involved in the placement and positioning of fire hydrants, as well as being involved in or notified of the hydrant testing and flow rates for this development.

CARRIED UNANIMOUSLY

Mayor McLean resumed chairing the meeting at 6:50 p.m.

9.4. False Alarm Bylaw 2015/09/P

Councillor Long explained that with advances in technology, businesses and local residents have been able to protect their property better using many forms of security type systems. Unfortunately, there has been a large increase in the number of false alarms for both the Fire Service and the RCMP. With the implementation of this

Bylaw, Emergency Services will be able to issue tickets and appropriate fines to individuals who are responsible for false alarm calls.

RESOLUTION #229/15

Councillor Long moved that Council give Second Reading to False Alarm Bylaw 2015/09/P.

CARRIED UNANIMOUSLY

RESOLUTION #230/15

Councillor Long moved the Council give Third and Final Reading to False Alarm Bylaw 2015/09/P.

CARRIED UNANIMOUSLY

9.5. Emergency Management Bylaw 2015/07/P

This item was deleted from the Agenda.

9.6. Community Standards Bylaw 2015/08/P

Councillor Wheeler explained that the purpose of the attached Bylaw is to establish community standards and regulate, control, and abate nuisances and dangers, as well as unsightly premises within Drayton Valley. By establishing these requirements in the form a Bylaw, Administration is better equipped to ensure that properties within the Town are maintained to a consistent standard. To improve the clarity of the Bylaw, amendments have been made pursuant to feedback received by Mr. Martin Prentice.

Councillor Long expressed concern regarding the timeline for cleaning any graffiti and advised of a typo in Section 20.2. Ms. Dyck advised that there are kits available through Community Services to assist with removing graffiti and that the error in Section 20.0 would be corrected.

RESOLUTION #231/15

Councillor Wheeler moved that Council give Second Reading to Community Standards Bylaw 2015/08/P as amended.

CARRIED UNANIMOUSLY

RESOLUTION #232/15

Councillor Wheeler moved that Council give Third and Final Reading to Community Standards Bylaw 2015/08/P as amended.

CARRIED UNANIMOUSLY

9.7. In Camera Discussion

RESOLUTION #233/15

Councillor Bossert moved that Council move to "In-Camera" at 7:01 p.m.

CARRIED UNANIMOUSLY

RESOLUTION #234/15

Councillor Bossert moved that Council move out of "In-Camera" at 7:35 p.m.

CARRIED UNANIMOUSLY

RESOLUTION #235/15

Councillor Bossert moved that Council approve the Lease Agreement between the Town of Drayton Valley and Easwara Origins Corp.

CARRIED UNANIMOUSLY

10.0 Information Items

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| 10.1 | Drayton Valley Brazeau County Fire Services Report – June & July |
| 10.2 | August RCMP Stats |
| 10.3 | Councillor Wheeler Conference Report – Renewable Cities |
| 10.4 | Community Bylaw Report – June-August |
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RESOLUTION #236/15

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

CARRIED UNANIMOUSLY

11.0 Department Reports

11.1. Planning & Development

Ms. Martin provided Council with an update on the activities of the Planning and Development Department.

11.2. Engineering, Transportation & Sustainability

Mr. Fraser informed Council of the following:

- Water Treatment Plant will be fully operational under the Town on September 24. A Grand Opening Celebration will be scheduled for 2016, when the landscaping has been completed.
- 50th Street and bus hub paving has been delayed due to weather.
- Aurora School Loop has been delayed due to an incorrectly installed sidewalk on the contractor's part.

Councillor Nadeau requested that Administration ensure that Wild Rose School Division adjusts the signage for parking at Aurora Elementary School (as per the approved plan).

Mayor McLean requested barricades installed at the end of Beckett Road to deter off-roading potential.

11.3. Community Services & FCSS

Ms. Driessen reported on the following:

- Alberta Culture Days next week
- Sand filters have been installed at Park Valley Pool
- Eleanor Pickup Centre for Performing Arts construction has been delayed but will be accessible for Culture Days
- Ball Diamond repairs are underway
- DV Thunder opener had 1100 people attending

11.4. Emergency Services

Fire Chief Thomson provided a detailed report on the Fire Services activity for the months of June and July as well as a report on the Kids Camps during the summer. Fire Services plans on adding an Adventure Camp component next year for the junior high aged children. Council commended Chief Thomson on the visibility of the Department.

- Bylaw Report

Ms. Balke provided the Bylaw Report to Council as well as an update on Automated Traffic Enforcement.

11.5. Administration

- Legislative Services
Ms. Dyck had no report for Council.
- Economic Development
There was no report for Economic Development.
- Communications and Marketing
Mr. Russell informed Council that there are currently 862 downloads of the app and that budget consultation is underway.
- Information Services
Mr. Naidoo informed Council of the items discussed during the September 15th, Internet of Things meeting.
- CAO Report
Mr. Deol advised Council that Administration is working on the 2016 Budget and of recent meetings with NorQuest College.

12.0 Council Reports

12.1. Councillor Fredrickson

- Councillor Fredrickson thanked Council for allowing her time off and stated that she is enjoying the process of generating feedback for the 2016 Budget.

12.2. Councillor Nadeau

- September 2nd – Communities in Bloom
- September 3rd – Meeting with Deputy Minister Kim Armstrong regarding the new Status of Women Ministry
- September 8th – Women in Protégé Program Redevelopment
- September 10th – Aquatic Fund Development Committee Meeting
- September 10th – Legacy Project Launch Event
- September 14th – Sustainability Meeting

12.3. Councillor Long

- September 8th – Library Board Meeting
- September 10th – Legacy Project Launch Event
- Participated in the DV100

12.4. Councillor Shular

- September 10th – Central Alberta Mayor's and Reeves Meeting
- September 10th – Legacy Project Launch Event
- September 11th – Brazeau Seniors Foundation

12.5. Councillor Wheeler

- August 28th – Waste Management Committee Meeting
- September 10th – Aquatic Facility Meeting
- September 14th – Sustainability Meeting
- September 20th – COPA for Kids
- September 23rd – Christmas in September Farmers Market
- September 27th – Annual Peace Day

12.6. Councillor Bossert

- August 28th – Waste Management Committee Meeting
- September 11th – ATCO Gas Grand Opening

12.7. Mayor McLean

- August 27th – Communities in Bloom Event
- September 1st – Registration Night
- September 5th – Opening Thunder in the Valley Drag Races
- September 9th – Easwara Origins Corp. Project Launch
- September 10th – Rotary House Celebration Luncheon
- September 10th – All Saints Anglican Church Bell Tower Service
- September 11th – ATCO Gas Grand Opening
- September 12th – DV100
- September 14th – Making Financial Cents Debrief Meeting

13.0 Adjournment

RESOLUTION # 237/15

Councillor Long moved that Council adjourn the September 16, 2015, Regular Meeting of Council at 8:51 p.m.

CARRIED UNANIMOUSLY



MAYOR



CHIEF ADMINISTRATIVE OFFICER