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## Meeting Minutes

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### **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

Shahid Mughal, Planning & Development Manager  
Eric Burton, Economic Development Officer  
Chandra Dyck, Legislative Services Coordinator  
Sabine Larcher, Administrative Assistant  
Tyler Russell, Communications & Marketing Coordinator  
Christian Richmond, Audio/Video  
Justine Kimoden, Drayton Valley Western Review  
Cassandra Jodoin, CIBW Radio  
Members of the Public

### **ABSENT:**

Pam Balke, Bylaw Officer

### **CALL TO ORDER**

Mayor McLean called the meeting to order at 9:09 a.m.

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

##### **RESOLUTION # 242/15**

Councillor Shular moved to add following items to the October 7, 2015, Regular Meeting of Council Agenda:

- 8.4. Regional Tourism Authority
- 8.5. FCSS Board Appointments

**CARRIED UNANIMOUSLY**

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

##### **RESOLUTION # 243/15**

Councillor Wheeler moved to adopt the October 7, 2015, Regular Meeting of Council Agenda as amended.

**CARRIED UNANIMOUSLY**

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

- 3.1. September 16, 2015, Public Hearing Minutes Bylaw 2015/09/P  
There were no corrections or amendments to the September 16, 2015, Public Hearing for Bylaw 2015/09/P Minutes.
- 3.2. September 16, 2015, Regular Meeting of Council Minutes  
There were no corrections or amendments to the September 16, 2015, Regular Meeting of Council Minutes.

- 3.3. September 17, 2015, Special Meeting of Council Minutes  
There were no corrections or amendments to the September 17, 2015, Special Meeting of Council Minutes.

**4.0 Adoption of:**

**RESOLUTION #244/15**

Councillor Bossert moved to adopt the:

- 4.1. September 16, 2015, Public Hearing for Bylaw 2015/09/P Minutes;
- 4.2. September 16, 2015, Regular Meeting of Council Minutes; and
- 4.3. September 17, 2015, Special Meeting of Council Minutes

as presented.

**CARRIED UNANIMOUSLY**

**5.0 Proclamations**

- 5.1. World Cerebral Palsy Day  
Mayor McLean proclaimed October 7<sup>th</sup>, 2015, as World Cerebral Palsy Day in the Town of Drayton Valley.
- 5.2. Fire Prevention Week  
Mayor McLean proclaimed the week of October 4<sup>th</sup>-10<sup>th</sup>, 2015, as Fire Prevention Week in the Town of Drayton Valley.

**6.0 Delegations**

- 6.1. Rob MacIntosh  
Mr. MacIntosh was not present.
- 6.2. Drayton Valley Health Services Foundation – Colleen Sekura  
Ms. Sekura presented Council with information on the Drayton Valley Health Services Foundation and their services as well as the current fundraising campaign. She highlighted some of the equipment has been purchased through the help of the Foundation's fundraising. Ms. Sekura mentioned that the fundraising for the CT scanner started last year and that they aim to raise \$ 1.8 million. She explained that the oilfield downturn has had an effect on the campaign, though there are still many dedicated local fundraising partners. Ms. Sekura informed Council that the former MLA had announced contributions to the renovation of the CT scanner room, but since the change of the government nothing has happened.

Finally, she mentioned that she would be pleased with any kind of contribution the Council is willing to offer in order to make it a successful campaign; if not financially then by attending the Foundation's Gala on 21 November and by inviting other municipalities to attend the event. Ms. Sekura pointed out that the Council's presence would show their support.

**7.0 Public Time**

No comments were received.

**8.0 Decision Items**

**8.1. Local Improvement Levy Policy T-01-15 and Debenture Policy TF-02-15**

Councillor Fredrickson explained that, as per the direction of Council, Administration has prepared the attached Local Improvement Levy Policy and Debenture Policy which establish a standard of evaluation criteria for all applications for Local Improvement projects.

The attached Debenture Policy is intended to replace the current Policy which was established in 1997. The proposed new Policy is consistent with the proposed Local Improvement Levy Policy and creates consistency while establishing best practices and a basic process for Administration to follow.

**RESOLUTION #245/15**

Councillor Fredrickson moved that Council approve Local Improvement Levy Policy T-01-15 as attached.

**CARRIED UNANIMOUSLY**

**RESOLUTION #246/15**

Councillor Fredrickson moved that Council approve Debenture Policy TF-02-15 as attached.

**CARRIED UNANIMOUSLY**

**8.2. CSRO Agreement**

Councillor Nadeau explained that, in keeping with the spirit of the Intermunicipal Co-operation Agreement, the Town of Drayton Valley and Brazeau County wish to establish the position of a Community School Resource Officer (CSRO) to be shared between the municipalities and the Wild Rose School Division No. 66. The CSRO position would fall under RCMP enhanced police services with responsibilities as follows, but not limited to:

- delivery of the D.A.R.E program;
- educating and Liaising with students and school personnel;
- attending school events (dances and sporting events) to maintain order and act as a deterrent to alcohol, drugs and unwelcome attendees.
- assisting schools with the development of programs and community education opportunities; relating to education and programming to community priorities, which may include issues such as preventing drugs, suicide and bullying;
- providing a proactive and visible presence in the Town of Drayton Valley and Brazeau County communities and in all the participating schools;
- checking into and assisting staff in all the participating schools in the Town in the initial response of investigations to incidents relating to Criminal Code, Provincial Law and Bylaw offences as it relates to drugs/narcotics.

The County, Town and School all included funding for this position as part of their 2015 budget. Agreeing to this Cost Sharing Agreement will commit the Town for a minimum of 3 years.

County	\$ 56,200.00
Town	\$ 56,200.00
<u>WRSD</u>	<u>\$ 41,200.00</u>
Total annual contribution	\$153,600.00

Councillor Shular expressed his concerns that the contributions might increase as the Agreement is based on a dollar figure as well as percentage amounts. Mr. Naidoo

explained that these numbers are based on the split between Town, County, and WRSD to give an idea of what the actual costs might be. After the application is made to the RCMP, a final figure can be determined and by stating the percentage contributions can be changed accordingly. After the division by three, \$10,000 are to be taken off from WRSD and added instead to County and Town contributions in the sum of \$5,000.00 each.

Councillor Shular asked if this position will fall under the County or Town. Mr. Naidoo explained that currently the position is managed by County Administration.

Councillor Bossert asked for an estimated timeline until the position is in place. Mr. Naidoo explained that it might be from a few months up to a year depending on availability of staff.

**RESOLUTION #247/15**

Councillor Nadeau moved that Council enter into a three (3) year cost sharing agreement with Brazeau County and Wild Rose School Division No. 66 to provide a Community School Resource Officer (CSRO).

**CARRIED UNANIMOUSLY**

**RESOLUTION #248/15**

Councillor Nadeau moved that Council supports the application with Brazeau County and Wild Rose School Division No. 66 for a three (3) year CSRO enhanced police service position contracted through the RCMP.

**RESOLUTION #249/15**

Councillor Shular moved to add the words "contingent upon the position being administered by Brazeau County." to the end of the motion.

**CARRIED UNANIMOUSLY**

**RESOLUTION #248/15, AS AMENDED**

**CARRIED UNANIMOUSLY**

8.3. Humans Helping Humans Housing Foundation Funding Request

Councillor Long explained that the Town has received a request from Humans Helping Humans Housing Foundation for funding of \$2,500 for the purpose of a raffle item during its Shakin' in Drayton Fundraising Event in November.

Administration has reviewed the application and has outlined details on what the Town has contributed to Humans Helping Humans Housing Foundation since 2008 to date is totally \$ 181,016.55. A funding request of this nature would fall under the Town's Community Event Grant, however, the funds available through that Grant have been expended for the 2015 calendar year. Should Council decide to grant the funding request the amount would be coming from the Town's Reserve Fund.

Councillor Long expressed his concerns about taking out contributions from the Reserve Fund. Councillor Nadeau shared concerns as well, but explained that housing is a top priority for the Town. Councillor Bossert agreed and added that the organization is doing successful work in meeting some of the housing need. Councillor Fredrickson noted that it is difficult to set priorities when more organizations might come to ask for funding to be taken out from Reserve Funds. Councillor Shular

expressed his concerns regarding the use of Chamber Cash for a raffle and the chance that the Foundation may not see a return equal to that amount. Mayor McLean agreed with Councillor Shular, but pointed out that Chamber Cash ensures that the donation will stay in the community.

**RESOLUTION #250/15**

Councillor Long moved that Council approves funding to Humans Helping Humans Housing Foundation in the amount requested of \$2,500.00 in Chamber Cash, to be taken from Reserves.

**CARRIED**

**OPPOSED: Councillors Wheeler, Shular, and Fredrickson  
IN FAVOUR: Councillors Bossert, Nadeau, Long and Mayor McLean**

8.4. Regional Tourism Authority

Councillor Shular explained that Administration has been working with representatives of the Drayton Valley Tourism and Hospitality Authority regarding the possible creation of a Regional Tourism Authority for Drayton Valley and area. In discussing the possible composition of such an Authority, Administration has prepared Terms of Reference.

Mayor McLean pointed out that this matter was discussed at the recent Joint Council meeting and Councillor Nadeau explained that the County made the motion to table the decision. Council welcomed the opportunity to move with a Regional Tourism Authority and invite Brazeau County to join in this initiative.

**RESOLUTION #251/15**

Councillor Shular moved that Council direct Administration to prepare and negotiate the agreements for the establishment of the Regional Tourism Authority, to be presented to and approved by Council.

**CARRIED UNANIMOUSLY**

8.5. FCSS Board Appointments

Councillor Wheeler explained that Bylaw 98-14 of the Town of Drayton Valley prescribes that the Drayton Valley and District Family and Community Support Services Board shall consist of seven (7) members, who shall be appointed by resolution of Town Council for a two or three year term.

The membership for Bob Barker, Senior Rep on the FCSS Board will expire as of October 2015. Bob Barker is willing to let his name stand for another two year term. The position was advertised and applications were received from Ethel Mankow and Dollard O'Connor.

Community At Large Town Rep Terry Kilborn passed away leaving this position vacant. The position was advertised and applications were received from Corey Peebles and Eric Butz.

An application was received from Susan Schwindt who applied for either the Senior Rep or the Community At Large Town Rep.

The position of Youth Rep is vacant. The position was advertised and we received applications from Chaise Combs and Nicholas Bidell.

Councillor Nadeau appreciated receiving so many applications and invited the community members to look for vacancies on other Town Boards.

**RESOLUTION #252/15**

Councillor Wheeler moved that Town Council approve Bob Barker as the Senior Rep on the FCSS Board for a term of 2 years ending October 2017.

**CARRIED UNANIMOUSLY**

**RESOLUTION #253/15**

Councillor Wheeler moved that Town Council approve Eric Butz as the community At Large Town Rep on the FCSS Board for a term of 2 years ending October of 2017

**CARRIED UNANIMOUSLY**

**RESOLUTION #254/15**

Councillor Wheeler moved that Town Council approve Chaise Combs as the Youth Rep on the FCSS Board for a term of 2 years ending October of 2017

**CARRIED UNANIMOUSLY**

*Mayor McLean called a break at 10:23 a.m.*

*Mayor McLean reconvened the meeting at 10:48 a.m.*

**9.0 Information Items**

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- 9.1. Pembina Physician Recruitment and Retention Committee Meeting Minutes April, May, June 2015 & Annual General Meeting Minutes May 2015
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- 9.2. STAR Catholic Board Highlights September 2015
- 
- 9.3. Childcare Operational Board Minutes April 20, 2015 and June 16, 2015
- 
- 9.4. Drayton Valley Brazeau County Fire Stats – August 2015
- 
- 9.5. AUMA Conference Report – Councillor Nadeau
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**RESOLUTION #255/15**

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

**CARRIED UNANIMOUSLY**

**10.0 Department Reports**

**10.1. Planning & Development**

Mr. Fraser introduced Mr. Shahid Mughal as the new Development & Planning Manager.

Mr. Mughal thanked everyone for the opportunity to be part of the Town Office and spoke about his professional experience. He mentioned his first impressions of the Town and community and how he feels he can best apply his skills.

**10.2. Engineering, Transportation & Sustainability**

Mr. Fraser informed Council of the following updates:

- The first pavement layer of the bus hub was completed; the second layer should be done on October 7. The site should be ready for use by mid-

October. Most of the dirt work in the adjacent park is done. The next step is to plant grass seed; next spring the park will be finished with walkways and clean up.

- Extension 43<sup>rd</sup> Street: The waterline is put in and the road will be closed next week for a day for storm line work. The site will stay in dirt stage and be completed next spring.
- CETC: The access road received a stabilizing base and should be finished by the end of October.
- Airport: Repairs from the damage resulting from the Thunder in the Valley event are mostly completed. Mr. Fraser pointed out that the Thunder in the Valley organizers did a lot of the repairs themselves.
- Water Treatment Plant was officially taken over by the Town on September 24 and is performing well. Landscaping is ongoing and quotes for the gates have been requested.
- 50<sup>th</sup> Street: The paving is completed.
- Ring Road: Repairs are mostly done for this year, though there will be detours for a few days in the near future to complete the work.

Mayor McLean asked Administration to consider appropriate barricades at the site on 43<sup>rd</sup> Street as off-roaders tend to tear up roads when they are at the dirt stage.

#### 10.3. Community Services & FCSS

Ms. Driessen explained that the Operating Budgets are being planned with consideration of the current economy. The EPAC renovations are ongoing. She pointed out the Alberta Culture Days were very successful. It was announced that FCSS will receive more funding in 2016.

Mayor McLean asked for when the outdoor rink construction might start. Ms. Driessen said that concrete works need to wait until spring.

#### 10.4. Emergency Services

Fire Chief Thomson provided a detailed report and the stats of the month of August. He thanked the Mayor for the proclamation and pointed out that the Fire Prevention Week campaign was extended to the whole month. The theme this year is "Hear the Beep Where You Sleep." The campaign started last Saturday at Canadian Tire which is national sponsor. Fire Services plan several programs at schools (kitchen safety, fire extinguisher training, smoke alarm awareness). There are also several new programs such as: Fire Chief for the Evening and Distracted Texting. Fire Chief Thomson advised that the Boston Pizza delivery program will take place the evening of October 7, the Fire Department will be present at the Thunder hockey game on October 23 and they will pay a visit to the local seniors' facility to promote safety for seniors on October 21.

Councillor Bossert complimented on the great program and asked about changes in the Alberta Safety Codes. Fire Chief Thomson explained the new regulations that require inter-connected, wired smoke alarms in residential developments.

#### 10.5. Administration

- Legislative Services

Ms. Dyck introduced Ms. Larcher as returning Administrative Assistant. She pointed out the Mayor's Prayer Breakfast on 15 October.

- Economic Development  
Mr. Burton informed Council about the ongoing work regarding an Economic Development Plan and a branding initiative. He mentioned the investment readiness project which is, along with the Province, investigating bio-industrial business cases. Mr. Burton explained that he was at a meeting with the Chamber of Commerce and that a strategic plan for the Chamber is in process.
- Communications and Marketing  
Mr. Russell informed Council that there are currently 874 downloads of the app and that budget consultation is underway. He reflected on the impressions and workshops at AUMA.
- Information Services  
Mr. Naidoo informed Council of “Internet of Things” call and future cooperation and move to transparency of services. He attended the branding meeting Cosette yesterday and showed them the town and its facilities.
- CAO Report  
Mr. Deol advised Council that the traffic in town is improving. He mentioned recent successes such as the solar signs on 46<sup>th</sup> street, the near-completion of the bus hub, the ongoing renewal of the H.W. Pickup site, and the bridge opening. Mr. Deol highlighted the opening of the Water Treatment Plant together with the Centre for Water Intelligence. On January 1, it will be possible to move into the new CETC building. The budget will be presented to Council next week.

## 11.0 Council Reports

### 11.1. Councillor Nadeau

- September 18: Webinar on youth engagement
- September 22-24 AUMA
- September 26: Culture Days at the EPAC
- Communities in Bloom meetings
- October 6: Economic development workshop
- October 14: Webinar on tourism economic development

### 11.2. Councillor Long

- September 17: Mayor's Gala
- September 19: Multicultural Association's CT4DV Dinner
- September 22-24: AUMA
- October 5: Joint Council meeting
- October 6: Economic development workshop and branding session

### 11.3. Councillor Shular

- September 18: CETC tour with Parkland County
- September 21: CETC tour with Brazeau County and Village of Breton Councils
- September 24: CETC tour with Telus senior executives
- October 6: Economic development workshop



11.4. Councillor Wheeler

- Telus Future Home
- TD Tree Days
- Skills Day
- Joint Council meeting
- October 15: Mayor's Multi-Faith Prayer Breakfast
- October 19: Federal Election
- October 24-25: med students coming to Town to shadow doctors

11.5. Councillor Bossert

- September 17: Mayor's Gala
- September 19: Multicultural Association's CT4DV Dinner
- September 22-25: Alberta Forest Products AGM and Conference
- September 30: Water Treatment Plant tour
- October 5: Meeting with WRSD about the Making Financial Cents program
- October 5: Joint Council meeting
- October 6: Economic development workshop
- Fall cleanup – thanked Public Works
- Special lights for school zones, crosswalks better highlighted
- Meeting with Brazeau County and Village of Breton representatives regarding a regional housing initiative
- October - Breast Cancer Awareness month and complimented participants at CIBC Run for the Cure in Edmonton

11.6. Councillor Fredrickson

- Budget survey – thanked Communications Department
- Christmas in September Farmers' Market
- Water Treatment Plant tour

11.7. Mayor McLean

- Complimented participants at CIBC Run for the Cure in Edmonton
- September 17: Mayor's Gala
- September 18: Water Treatment Plant official opening
- CETC Committee meeting
- September 19: Multicultural Association's CT4DV Dinner
- September 20: Terry Fox Run
- September 22-25: AUMA
- September 27: 100th Anniversary of Canadian Girls in Training - Northview Park renaming to Peace Park
- September 28: Meeting to finalize Agenda for the Joint Council meeting
- September 29: H.W. Pickup High School awards ceremony
- September 30: G&P
- October 6: Economic development workshop
- October 15: Mayor's Multi-Faith Prayer Breakfast
- October 19: Federal Election

**12.0 Adjournment**

**RESOLUTION # 256/15**

Councillor Long moved that Council adjourn the October 7, 2015, Regular Meeting of Council at 11:55 a.m.

**CARRIED UNANIMOUSLY**



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MAYOR



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CHIEF ADMINISTRATIVE OFFICER