



## Agenda

Call to Order

National Anthem

1.0	Additions to the Agenda	
2.0	Adoption of Agenda	
3.0	Corrections or Amendments:	
3.1.	November 29, 2017, Regular Meeting of Council Minutes	3-9
3.2.	December 1, 2017, Special Meeting of Council Minutes	10-12
3.3.	December 6, 2017, Special Meeting of Council Minutes	13-15
4.0	Adoption of:	
4.1.	November 29, 2017, Regular Meeting of Council Minutes	
4.2.	December 1, 2017, Special Meeting of Council Minutes	
4.3.	December 6, 2017, Special Meeting of Council Minutes	
5.0	Delegations / Administrative Updates	
5.1.	<u>Women in Leadership Mentees (20 min.)</u>	
	• Holy Trinity Academy	
	• Frank Maddock High School	
5.2.	<u>Early Childhood Development Centre</u>	16
5.3.	<u>Fire Services – Presentation of Medals</u>	17
5.4.	<u>November RCMP Stats –Sgt. Matthews</u>	75-81
6.0	Decision Items	Pages 18-65
6.1.	Council Remuneration Policy C-01-00	18-25
6.2.	Town of Drayton Valley 2018 Interim Fee Schedule	
6.2.1	2018 Total Works Fitness Centre Fee Schedule	26-28
6.2.2	2018 Interim Fee Schedule	29-38
6.3.	2018 Interim Budget	
6.3.1	Public Health and Welfare Element	39-41
6.3.2	Parks and Recreation Element	42-44
6.3.3	General Operations and Capital Budget	45-49
6.4.	Automated Traffic Enforcement Fund Allocation Policy A-4-14	50-51
6.5.	Water and Sewer Rates	52-53
6.6.	Terms of Reference to Establish Internal Committees	54-57
	• Sustainability Committee	
	• Budget and Asset Management Committee	
6.7.	Economic Development Committee Bylaw 2017/14/C	58-63
6.8.	WinterFest Addition to Town Insurance	64-65

**Regular Meeting of Council  
December 20, 2017  
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7.0	Department Reports	
7.1	Engineering and Development	Sonya Wrigglesworth
7.2	Community Services and FCSS	Annette Driessen
7.3	Emergency Services	Tom Thomson
7.4	CAO Report	Dwight Dibben
8.0	Council Reports	
8.1	Councillor Ballas	
8.2	Councillor Peebles	
8.3	Councillor Dodds	
8.4	Councillor Gammana	
8.5	Councillor Wheeler	
8.6	Councillor Butz	
8.7	Mayor Doerksen	
9.0	Information Items	Pages 66-84
9.1	Traffic Advisory Committee Meeting Notes – October 24, 2017	67-68
9.2	Drayton Valley Legacy Project – November 9, 2017	69-70
9.3	Childcare Operational Board Minutes – September 28, 2017	71-75
9.4	Drayton Valley Brazeau County Fire Services – November 2017 Stats	76-77
9.5	RCMP Stats – November 2017	78-84
10.0	Adjournment	



## Meeting Minutes

### **THOSE PRESENT:**

Mayor Doerksen  
Councillor Butz  
Councillor Ballas  
Councillor Peebles  
Councillor Dodds  
Councillor Gammana  
Dwight Dibben, Chief Administrative Officer  
Pam Livingston, Director of Corporate Services  
Kamil Lasek, Deputy Fire Chief - Training  
Annette Driessen, Director of Community Services  
Sonya Wigglesworth, Acting Director of Engineering and Development  
Kevin McMillan, Senior Financial Officer

Rita Bijau, Executive Assistant  
Chandra Dyck, Legislative Services Coordinator  
Martine Martindale, Planning and Development Assistant  
Doug Whistance-Smith, Drayton Valley Municipal Library Director  
Eric Burton, Economic Development Officer  
Vishal Sharma, Network and Systems Administrator  
Jerome Zheng - Junior System Administrator  
Laine Mitchell, CIBW Radio  
Cathy Weetman, Drayton Valley Western Review

### **ABSENT:**

Deputy Mayor Wheeler

### **CALL TO ORDER**

Mayor Doerksen called the meeting to order at 9:00 a.m.

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

There were no additions or deletions to the Agenda.

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

#### **RESOLUTION #199/17**

Councillor Gammana moved to adopt the Agenda for the November 29, 2017, Regular Meeting of Council as presented.

**CARRIED**

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

3.1. September 27, 2017, Regular Meeting of Council Minutes

3.2. October 2, 2017, Special Meeting of Council Minutes

3.3. October 25, 2017, Organizational Meeting of Council Minutes

There were no corrections or amendments to the September 27, 2017, Regular Meeting of Council Minutes, to the October 2, 2017, Special Meeting of Council Minutes, or to the October 25, 2017, Organizational Meeting of Council Minutes.

**4.0 Adoption of:**

- 4.1. September 27, 2017, Regular Meeting of Council Minutes
- 4.2. October 2, 2017, Special Meeting of Council Minutes
- 4.3. October 25, 2017, Organizational Meeting of Council Minutes

**RESOLUTION #200/17**

Councillor Peebles moved to adopt the Minutes of the September 27, 2017, Regular Meeting of Council, the Minutes of the October 4, 2017, Special Meeting of Council, and the Minutes of the October 25, 2017, Organizational Meeting of Council, as presented.

**CARRIED**

**5.0 Delegations / Administrative Updates**

**5.1. Third Quarter Financial Update**

Mr. McMillan provided Council with a report on the Third Quarter Financials for the Town of Drayton Valley.

**5.2. September / October RCMP Stats – S/Sgt. Callihoo**

S/Sgt. Callihoo provided a detailed report on the activity at the Drayton Valley RCMP Detachment from September and October as well as year-to-date activity.

**6.0 Decision Items**

**6.1. Board and Committee Appointments**

- Drayton Valley Municipal Library Board

**RESOLUTION #201/17**

Councillor Peebles moved that Council reappoint Mrs. Pat Adamson as the Town member of the community-at-large and Mrs. Colleen Andersen as a County member of the community-at-large as well as appoint Mrs. Donna Gawalko as a County member of the community-at-large to the Drayton Valley Municipal Library Board. These appointments, for a three-year period, would expire on October 31, 2020.

**CARRIED**

- Drayton Valley and District Family and Community Support Services Board

**RESOLUTION #202/17**

Councillor Ballas moved that Council appoint Mr. Wendell Smith as the Seniors Representative for the Family and Community Support Services Board for a two (2) year term, ending October 31, 2019.

**CARRIED**

**RESOLUTION #203/17**

Councillor Dodds moved that Council appoint Mr. Kaden Diwisch as the Town community-at-large representative for the Family and Community Support Services Board for a two (2) year term, ending October 31, 2019.

**CARRIED**

**RESOLUTION #204/17**

Councillor Butz moved that Council appoint Miss Sarah Peltier as the Youth representative for the Family and Community Support Services Board for a two year term, ending October 31, 2019.

**CARRIED**

- Brazeau Foundation Board

**RESOLUTION #205/17**

Councillor Ballas moved that Council appoint Mrs. Jeannette Vatter as the community member-at-large for the Town of Drayton Valley on the Brazeau Foundation Board for a one (1) year term, ending October 31, 2018.

**CARRIED**

6.2. Community Grants, Fourth Quarter Allocation

**RESOLUTION #206/17**

Councillor Gammana moved that the Drayton Valley Health Foundation, from the available funds of the Community Event Grant of \$5,001, be awarded \$1,355.00.

**CARRIED**

**RESOLUTION #207/17**

Councillor Dodds moved that Council award the Eleanor Pickup Arts Centre \$2,290.00 to help cover the costs associated with the 2017 Alberta Culture Days from the Community Event Grant fourth quarter allocation.

**CARRIED**

**RESOLUTION #208/17**

Councillor Gammana moved that Council award \$1,356.00 from the Community Events Grant to the Toronto Maple Leafs Alumni Hockey Game Committee.

**CARRIED**

**RESOLUTION #209/17**

Councillor Butz moved that Council award Ms. Kaycee-Jay Hines \$755.00 to help cover the costs associated with attending the Rugby Canada National Championships from the Roger Coles Memorial Youth Sport Grant fourth quarter allocation.

**CARRIED**

6.3. Electronic Sign Policy A-05-17

**RESOLUTION #210/17**

Councillor Peebles moved that Council adopt the Electronic Sign Policy A-05-17, as presented.

**CARRIED**

6.4. Municipal Credit Card Policy TF-03-17

**RESOLUTION #211/17**

Councillor Butz moved that Council approve the Municipal Credit Card Policy TF-03-17, as presented.

**CARRIED**

6.5. Subdivision Application DV/17/02, Legal Description: Lot 18, Block 36, Plan 3431 KS, Civic Address: 5072 – 44 Street

**RESOLUTION #212/17**

Councillor Gammana moved that Council approve Subdivision Application DV/17/02 for the creation of individual titles for the lands municipally described as 5072 – 44 Street. This will allow the two halves of the duplex currently located on the lands to be established under separate titles and owned individually, with the following seven (7) conditions:

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 June 21, 2017.
  - a. Please instruct your surveyor to use the Town's block numbering system.
  - b. If the property is to be sold or mortgaged in the near future, it might be advisable to have the surveyor do a Real Property Report when they visit the site to deal with the subdivision. However, that is not a condition of subdivision approval.
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 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 landowners shall register "Party Wall Agreements" concurrently with the subdivision.
4. The Developer is to pay any off-site levies required by the Town of Drayton Valley's Bylaw.
5. The Developer is to contact the utilities (Fortis & ATCO GAS) 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.
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 \$100 per lot [2 lots equal a total of \$200] to West Central Planning Agency when the plan is submitted for endorsement.

**CARRIED**

- 6.6. Recreation and Culture Cost-Sharing Agreement – Brazeau County Correspondence

**RESOLUTION #213/17**

Councillor Butz moved that Council authorizes the Mayor to respond to Brazeau County's letter of November 8, 2017, expressing an interest in the development of a Recreation Board including a terms of reference, but adopt the 2018-2020 cost-sharing framework for one (1) year.

**CARRIED**

- 6.7. Town of Drayton Valley Internal Committee Structure

**RESOLUTION #214/17**

Councillor Peebles moved that Council establish a Sustainability Committee and appoint Councillor Nancy Dodds and Councillor Fayrell Wheeler.

**CARRIED**

**RESOLUTION #215/17**

Councillor Dodds moved that Council establish an Economic Development Committee and appoint all members of Council to the Committee.

**CARRIED**

**RESOLUTION #216/17**

Councillor Ballas moved that Council establish a Budget and Asset Management Committee and appoint Councillors Eric Butz, Amila Gammara, Corey Peebles, and Fayrell Wheeler.

**CARRIED**

***Mayor Doerksen called a break in the meeting at 10:18 a.m.  
Mayor Doerksen reconvened the meeting at 10:29 a.m.***

**7.0 Department Reports**

**7.1. Engineering and Development**

Ms. Wrigglesworth advised Council that the renewal of the water works system is underway through Alberta Environment.

**7.2. Community Services and FCSS**

Ms. Driessen provided a detailed report on activity within the Community Services Department, including Family and Community Support Services and the recreation facilities.

**7.3. Economic Development**

Mr. Burton advised Council of the planning for the Hemp Holiday Social as well as the collaborative work with the Drayton Valley Chamber of Commerce and other meetings attended.

**7.4. Emergency Services**

Deputy Chief Lasek provided a detailed report on the activities within Fire Services during the months of September and October 2017 and provided details on the fire prevention programs offered.

**7.5. CAO Report**

Mr. Dibben reported on the following:

- October 31, Drayton Valley Hospitality and Tourism Authority Board Meeting
- November 2-3, Collective Bargaining Negotiations with CUPE 2515 representatives, additional negotiations dates are being rescheduled at CUPE's request
- November 16-17, out of province training with the Federation of Canadian Municipalities for the international exchange
- November 21, Community Dinner
- November 22-23, AUMA Annual Conference
- November 24, meeting with Alberta Capital Finance Authority
- November 24, meeting with NorQuest College

**8.0 Council Reports**

**8.1. Councillor Butz**

- November 4-5, Munis 101 Conference
- Brazeau Foundation Board Meeting
- November 17, Christmas Light-up Parade
- November 21, Breakfast with the Guys

**8.2. Councillor Ballas**

- November 3, Media Training
- November 4-5, Munis 101 Course
- November 21-23, AUMA Annual Conference



- Community Foundation Luncheon
- November 17, Christmas Light-up Parade
- November 25, Shakin' N Drayton Event

8.3. Councillor Peebles

- November 2, Alberta Hemp Alliance Meeting
- November 3, Media Training
- November 17, Christmas Light-up Parade
- November 20, Eagle Point Blue Rapid Parks Council
- November 21, Breakfast with the Guys
- November 22, Meeting with The Honourable Oneil Carlier, Minister of Agriculture and Forestry; Mr. Mark Smith, MLA, Drayton Valley – Devon, and representatives from Alberta Hemp Alliance
- November 22-24, AUMA Annual Conference

8.4. Councillor Dodds

- October 25, Eleanor Pickup Arts Society Meeting
- November 3, Media Training
- November 9, 60<sup>th</sup> Anniversary Ad-Hoc Committee
- November 17, Christmas Light-up Parade
- Festival of Trees Gala
- November 22-24, AUMA Annual Conference

8.5. Councillor Gammana

- October 30, Pembina Physician Recruitment and Retention Committee
- November 6, Homelessness and Poverty Reduction Committee
- November 4-5, Munis 101 Course
- November 22-24, AUMA Annual Conference
- November 17, Christmas Light-up Parade
- Festival of Trees Gala
- November 25, Shakin' N Drayton Event

8.6. Mayor Doerksen

- November 3, Media Training
- November 11, Remembrance Day Ceremony
- November 22-24, AUMA Annual Conference

**9.0 Information Items**

9.1	North Saskatchewan Headwaters Alliance: Steering Committee & Technical Advisory Committee Meeting Minutes – April 20, 2017; and 1st Strategic Planning Session Workshop Summary – 20 April, 2017
9.2	Economic Development Committee Meeting Notes – 28 August, 2017
9.3	Childcare Operational Board Meeting Minutes – 31 August, 2017
9.4	Brazeau Foundation Meeting Minutes – 1 September, 2017 and 25 September, 2017
9.5	STAR Catholic Board Highlights – September 2017, October 2017, and November 2017
9.6	Drayton Valley & District Legacy Project Society Meeting Minutes –



	12 October, 2017
9.7	Traffic Advisory Committee Notes – 21 March, 2017; 16 May, 2017; and 19 September, 2017
9.8	Correspondence from the Federal Office of the Minister of Finance – 11 October 2017
9.9	Yellowhead Regional Library Board Meeting Minutes – June 12, 2017
9.10	RCMP Statistics – September and October 2017
9.11	Drayton Valley Brazeau County Fire Services Statistics – September and October 2017

**RESOLUTION #217/17**

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

**CARRIED**

**10.0 Adjournment**

Mayor Doerksen adjourned the meeting at 11:33 a.m.

\_\_\_\_\_  
MAYOR

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

## Meeting Minutes

### **THOSE PRESENT:**

Mayor Doerksen  
Councillor Ballas  
Councillor Butz  
Councillor Gammana  
Councillor Peebles  
Deputy Mayor Wheeler

Dwight Dibben, Chief Administrative  
Officer  
Rita Bijeau, Executive Assistant

### **ABSENT:**

Councillor Dodds

#### **1.0 Call to Order**

Mayor Doerksen called the meeting to order at 4:06 p.m.

#### **2.0 Signing of Waiver**

Members of Council signed the Waiver to hold the Special Meeting of Council.

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

##### **RESOLUTION #218/17**

Councillor Butz moved to adopt the Agenda for the December 1, 2017, Special Meeting of Council, as presented.

**CARRIED**

#### **4.0 Decision Items**

4.1 Clean Energy Technology Centre Chief Operating Officer Bylaw 2017/13/A

##### **RESOLUTION #219/17**

Councillor Peebles moved that Council give First Reading to Clean Energy Technology Centre Chief Operating Officer Bylaw 2017/13/A.

**CARRIED**

##### **RESOLUTION #220/17**

Councillor Peebles moved that Council give Second Reading to Clean Energy Technology Centre Chief Operating Officer Bylaw 2017/13/A.

Deputy Mayor Wheeler requested that the vote be recorded.

#### **In Favour:**

Councillor Ballas  
Councillor Butz  
Councillor Gammana  
Councillor Peebles  
Mayor Doerksen

#### **Opposed:**

Deputy Mayor Wheeler

**CARRIED**

**RESOLUTION #221/17**

Councillor Butz moved that Council consider giving Third and Final Reading to Clean Energy Technology Centre Chief Operating Officer Bylaw 2017/13/A.

**DEFEATED**

4.2 Appointment and Employment Agreement of Chief Operating Officer - Clean Energy Technology Centre

This item was deferred as Item 4.1 did not receive a unanimous vote to proceed with Third and Final Reading.

**5.0 Adjournment**

Mayor Doerksen adjourned the meeting at 4:15 p.m.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

## WAIVER OF NOTICE FOR SPECIAL MEETING OF DRAYTON VALLEY TOWN COUNCIL

As per Section 194 of the M.G.A., Revised Statutes of Alberta 2000, Chapter M-26, the Drayton Valley Town Council hereby waives notice of a Special Meeting to be held on December 1, 2017, at 4:00 p.m. at the Civic Centre, 5120-52 Street, Council Chambers, for the following purpose:

Council to approve the:

- a. Clean Energy Technology Centre Chief Operating Officer Bylaw 2017/13/A
- b. Appointment and Employment Agreement of Chief Operating Officer - Clean Energy Technology Centre

The following consent to the "Waiver of Notice" for the above purpose, signed this 1<sup>st</sup> day of December, 2017.

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Mayor Michael Doerksen

  
Councillor Bill Ballas

  
Councillor Eric Butz

*Absent*  
Councillor Nancy Dodds

  
Councillor Amila Gammana

  
Councillor Corey Peebles

  
Councillor Fayrell Wheeler

## Meeting Minutes

### **THOSE PRESENT:**

Mayor Doerksen  
Councillor Ballas  
Councillor Butz  
Councillor Dodds  
Councillor Gammana  
Councillor Peebles  
Deputy Mayor Wheeler

Dwight Dibben, Chief Administrative  
Officer

Rita Bijeau, Executive Assistant

### **ABSENT:**

#### **1.0 Call to Order**

Mayor Doerksen called the meeting to order at 1:08 p.m.

#### **2.0 Signing of Waiver**

Members of Council signed the Waiver to hold the Special Meeting of Council.

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

##### **RESOLUTION #221/17**

Councillor Dodds moved to adopt the Agenda for the December 6, 2017, Special Meeting of Council, as presented.

**CARRIED**

#### **4.0 Decision Items**

4.1 Clean Energy Technology Centre Chief Operating Officer Bylaw 2017/13/A

##### **RESOLUTION #222/17**

Councillor Peebles moved that Council give Third and Final Reading to Clean Energy Technology Centre Chief Operating Officer Bylaw 2017/13/A.

Deputy Mayor Wheeler requested that the vote be recorded.

#### **In Favour:**

Councillor Ballas  
Councillor Butz  
Councillor Dodds  
Councillor Peebles  
Councillor Gammana  
Mayor Doerksen

#### **Opposed:**

Deputy Mayor Wheeler

**CARRIED**

4.2 Appointment and Employment Agreement of Chief Operating Officer - Clean Energy Technology Centre

**RESOLUTION #223/17**

Councillor Butz moved that Council go In Camera, as per the requirements in the *Freedom of Information and Protection of Privacy Act*, section 17 (2) (f) at 1:19 p.m.

**CARRIED**

**RESOLUTION #224/17**

Councillor Butz moved that Council come out of In Camera at 1:36 p.m.

**CARRIED**

**RESOLUTION #225/17**

Councillor Dodds moved that Council appoint Manny Deol as the Chief Operating Officer – Clean Energy Technology Centre, as per the employment terms and conditions discussed In Camera.

Deputy Mayor Wheeler requested that the vote be recorded.

In Favour:

Councillor Ballas  
Councillor Butz  
Councillor Dodds  
Councillor Peebles  
Councillor Gammana  
Mayor Doerksen

Opposed:

Deputy Mayor Wheeler

**CARRIED**

**5.0 Adjournment**

Mayor Doerksen adjourned the meeting at 1:37 p.m.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

## WAIVER OF NOTICE FOR SPECIAL MEETING OF DRAYTON VALLEY TOWN COUNCIL

As per Section 194 of the M.G.A., Revised Statutes of Alberta 2000, Chapter M-26, the Drayton Valley Town Council hereby waives notice of a Special Meeting to be held on December 6, 2017, at 1:00 p.m. at the Civic Centre, 5120-52 Street, Council Chambers, for the following purpose:


Council to approve the:

- a. Clean Energy Technology Centre Chief Operating Officer Bylaw 2017/13/A
- b. Appointment and Employment Agreement of Chief Operating Officer - Clean Energy Technology Centre

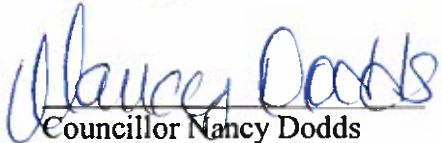
The following consent to the "Waiver of Notice" for the above purpose, signed this 6<sup>th</sup> day of December, 2017.

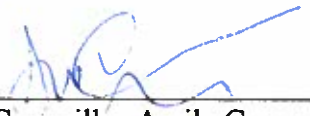
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\_\_\_\_\_  
Mayor Michael Doerksen

  
\_\_\_\_\_  
Councillor Bill Ballas

  
\_\_\_\_\_  
Councillor Eric Butz

  
\_\_\_\_\_  
Councillor Nancy Dodds

  
\_\_\_\_\_  
Councillor Amila Gammana

  
\_\_\_\_\_  
Councillor Corey Peebles

  
\_\_\_\_\_  
Councillor Fayrell Wheeler





# Town of Drayton Valley

## Delegation Request Form

Name(s): Bernice Taylor  
Organization: Early Childhood Development Centre  
Contact Number: 780-514-2248 Contact E-mail: ecdc@draytonvalley.ca  
Mailing Address: 5024 48th Street

Meeting you would like to attend as a Delegation (please check all that apply)\*:

- ☒ Council Meeting  
☐ Governance & Priorities Committee Meeting  
☐ Special Meeting/Presentation  
☐ Administration Meeting

\* Request must be received a minimum of TWO WEEKS prior to the meeting being requested for; please refer to the Meeting Schedule for dates

Reason for Requesting Delegation:

(information only, request for funding, concern, etc)

I would like to celebrate with council the exciting news of Janella Rodriguez and Kayla Nicholls winning the Child Development Award of Excellence. It would be nice to do a presentation to them for this achievement.

Additional Information Provided

*Please list the information you attached or included with your delegation request:*

Please indicate any preference you have for meeting:

December 20, 2017

**Please submit your request by:**

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST



# Town of Drayton Valley

## Delegation Request Form

Name(s): Kamil Lasak  
 Organization: Drayton Valley / Brazeau County Fire Services  
 Contact Number: 780-514-2216 Contact E-mail: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

Meeting you would like to attend as a Delegation (please check all that apply)\*:

- ☒ Council Meeting
- ☐ Governance & Priorities Committee Meeting
- ☐ Special Meeting/Presentation
- ☐ Administration Meeting

\* Request must be received a minimum of TWO WEEKS prior to the meeting being requested for; please refer to the Meeting Schedule for dates

Reason for Requesting Delegation:

(information only, request for funding, concern, etc)

Medal Presentation for FO Members.  
- 3 recipients.

Additional Information Provided

*Please list the information you attached or included with your delegation request:*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please indicate any preference you have for meeting:

\_\_\_\_\_  
 \_\_\_\_\_

**Please submit your request by:**

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST





## TOWN OF DRAYTON VALLEY

Subject:	Council Remuneration Policy	Policy No.:	C-01-00
Department:	Council		
Approval Date:	June 7, 2000	Review Date:	May 12, 2004, January 12, 2011, August 21, 2013, June 25, 2014, May 13, 2015, June 1, 2016
Associated Policies:			

### Council Remuneration Policy

#### Purpose

The purpose of this Policy is to set parameters for Council and Mayor Compensation. The honorariums and meeting fees listed below will be adjusted annually based on the cost of living or the annual increase as determined through the Union negotiations, whichever is the lower amount.

#### General Policy

##### Honorariums, Meeting Fees and Expenses

1. Members of Council will receive the following monthly fixed honorarium:
  - a. Mayor's monthly fixed honorarium \$1,530.00/month
  - b. Councillor's monthly fixed honorarium \$867.00/month
2. Members of Council will receive meeting fees for meeting time served in accordance with the following schedule:
  - a. Between 0 and 4 hours \$153.00
  - b. Between 4 and 8 hours \$306.00
  - c. More than 8 hours \$331.50

3. Members of Council will receive expense reimbursement as follows:

- a. Mileage As per Town Mileage Resolution #209/05
- b. Mayor's Vehicle Allowance \$300.00
- c. Councillors' Vehicle Allowance \$100.00
- d. Monthly Allowance for Internet Connection  
& Printer Paper \$100.00/month  
plus actual cost for miscellaneous expenses, as per receipts submitted
- e. Mobile Communication Device \$100.00/month
- f. Expenses for meals as per receipts submitted (actual cost and gratuity of 15%) or an allowance, without receipt, of:
  - i. Breakfast \$10.00
  - ii. Lunch \$15.00
  - iii. Supper \$25.00
- g. Accommodation expenses will be paid at actual cost, or an allowance of \$35.00/day without receipt will be permitted
- h. Miscellaneous expenses
  - i. Taxi Fares – A non-receipted allowance of \$6.00 per required trip is allowed without receipt. Costs over the allowance require a receipt.
  - ii. Parking Fees – A non-receipted allowance of \$6.00 per day is allowed if parking fees are required over and above other costs. Costs over the allowance require a receipt.
  - iii. Out of Country – Allowances necessitated by out of country travel will be established as approved by Council for items such as exchange rate losses.
  - iv. Car Rental – At cost.
  - v. Mobile communication device pre-purchased data/roaming coverage – Costs over the allowance require proof of purchase.
  - vi. Alcohol is not an eligible expense for reimbursement except for reasonable entertainment/ hosting costs, e.g. meals/beverages for guest(s)

4. Members of Town Council shall be entitled to claim meeting fees and reimbursement for travel and reasonable expenses for attendance at:
  - a. meetings of Council;
  - b. Committee meetings;
  - c. functions approved in advance by the consensus of Council, such as:
    - i. attendance resulting from appointment to external committees or organizations;
    - ii. attendance at municipal related functions where Town representation is expected;
    - iii. attendance at workshops, conferences and other Councillor Development events; and
  - d. functions or meetings attended by the Mayor or his/her designate as necessitated by Town business.

Travel & Subsistence /Conferences and Councillor Development

5. There exists a continuing requirement for Councillors to attend conferences and conventions as part of their Council responsibilities.
6. A separate coding reference number, titled Council Development Expense, is established to provide the necessary funding for Councillors to attend events such as:
  - a. the Federation of Canadian Municipalities (FCM) Annual Convention, and
  - b. the Alberta Urban Municipalities Association (AUMA) Annual Convention, and
  - c. other conferences, conventions and seminars relevant to Council Development, duties or business.
7. Separate coding reference numbers shall be established at ten thousand (\$10,000.00) dollars annually for each Councillor and twenty-five thousand (\$25,000.00) dollars for the Mayor. Meeting fees (as set out in section 2) and costs associated with any conference, convention or seminar (including but not limited to registration fees, airfare, hotel accommodations, meals and per diems) shall be paid from the separate coding reference number of each Councillor or the Mayor.
8. For the first three (3) full years of a Council term, the separate coding reference numbers indicated in clause 7 above shall be in effect for the calendar year (January 1<sup>st</sup> to December 31<sup>st</sup>). During an election year, separate coding reference numbers shall be divided at seventy-five (75%) per cent for the period of January 1<sup>st</sup> to September 30<sup>th</sup>, with the balance of

twenty-five (25%) per cent for the period of October 1<sup>st</sup> to December 31<sup>st</sup> being transferred to the newly elected Councillors and Mayor.

9. All travel is subject to prior discussion with Council, or in the alternative, with the Mayor if timing does not permit discussion with Council.
10. Councillors are not limited in the number of conferences or other activities they may attend within a calendar year, however the total costs of travel and attendance claimed may not exceed the total monies provided in the annual Council budget. In cases where a Deputy Mayor or other member of Council is designated by the Mayor to attend a conference or other activity in place of the Mayor, all costs associated with that attendance shall be borne by the Mayor's annual budget.
11. Costs incurred when traveling to conferences, conventions and other training sessions (including transportation, meals, hotels, communication and other costs), will be reimbursed at the actual rate of the expense or in accordance with the Town Policy. Reasonable entertainment and hosting costs (eg. meals/beverages for guests) will be acceptable. All hosting activities must be explained (including purpose and benefit to the Town) in the subsequent report, as required under section ~~clause~~ 12 below.
12. Councillors using their personal automobile for out of town business or conference attendance shall be compensated in accordance with the Town Policy. Compensation for the use of personal automobiles (including mileage and parking) shall not be deducted from the Councillor's separate coding reference number.
13. Council's monthly vehicle allowance will cover all travel within the municipality.
14. Members of Council will not be reimbursed for attending a political party function or fundraiser, nor will any cost for such an event be paid by the Town.
15. Members of Council will not be reimbursed for attending social events or galas where Council representation is not explicitly requested by the Mayor or his/her designate. A social event or gala is claimable if it is attended as an extension of the Councillor's duty to a standing Committee to which the Councillor is appointed.
16. Councillors shall be required to submit a written report to the Mayor and Council, in the form of the Council Report document attached hereto as Schedule "A", within four (4) weeks of their return from any conference, convention or seminar.
17. In the event of unforeseen circumstances for which an unavoidable expense may be incurred by a Councillor for travel or accommodation, those expenses may be reimbursed by the Town in accordance with this Policy.
18. All air travel and hotel arrangements made pursuant to this Policy shall be arranged by Town staff.

19. In the event of a cancellation of attendance at a conference, convention or other training session by the Mayor or a Councillor, cost allocation shall be as follows:
- a. if a replacement attendee is arranged, the costs are coded to the replacement Councillor;
  - b. if there is no replacement attendee, any cancellation fees shall be coded to the coding reference number of the Councillor who made the initial arrangements.

Council may amend these requirements for compassionate purposes, depending upon a review of the circumstances of the cancellation.

#### Spouses/Partners

20. If a spouse/partner accompanies a member of Council to an out of town conference/convention, all expenses of the spouse/partner for travel and registration are considered a personal expense.
21. When a member of Council is invited to a social or fund-raising function in an official capacity within the Town of Drayton Valley or Brazeau County, and a spouse/partner is invited to accompany the member of Council, the ticket for the spouse/partner may be paid from the Council budget.

#### Expense Tracking

22. In order that Council may track expenditures, Councillor expenses shall be subject to approval by the Mayor, and/or Deputy Mayor, in the Mayor's absence. Mayor's expenses shall be approved by the Deputy Mayor, or Council, in the Deputy Mayor's absence. Any changes to submitted expense claims shall be communicated by the Mayor, or the Deputy Mayor, to the affected Councillor.

#### Administration of Claims

23. It is the responsibility of the Council and Committee Chairs to, within reason, coordinate and organize meetings that will maintain the honoraria claims at the lowest amount possible.
24. Claims will normally be processed on a monthly basis. All claims must provide sufficient detail to identify the nature of each item claimed.
25. All printed claims by Council members for honoraria and expense reimbursement must be signed by the Council Member; reimbursement forms submitted electronically do not require signing. When approved expense claim forms are submitted to the Treasury Department, the Council Member shall be carbon-copied with the approval.



26. Board and Committee Members who have been appointed by Council to serve on a Town Committee or Board are eligible to claim honoraria and expense reimbursement for attendance only at regular or special meetings of the Town Committee or Board to which they have been appointed. All claims must be approved by the Mayor, or Deputy Mayor, in the Mayor's absence.

### Definitions

27. Within this Policy the following definitions shall apply:
- a. *conference (noun)*; a structured gathering of people whose purpose is to examine, discuss and express opinion on matters of shared interest in relation to matters pertaining to municipal government;
  - c. *Councillor Development*; training programs, courses, or seminars whose content is primarily intended for the edification of elected municipal officials, and which is determined by Council to be of particular relevance and benefit to a Councillor in their role as a municipal Councillor;
  - d. *honorarium (noun)*; a payment given for professional services that are rendered nominally without charge; and
  - e. *meeting (noun)*; a gathering at which there is a quorum of Council or of a Committee of Council, or attendance with a committee, organization or other entity whose operations are external to those of the Town of Drayton Valley to which a Councillor is appointed by Council as a representative or primary point of contact. Meeting is further defined as a gathering pertaining to matters of Town business at which the presence of the Mayor or his/her designate is required.

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Mayor  

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Date of Approval

SCHEDULE "A"

# Conference Report

*Council Member:*

Conference/Workshop Attended:

Date of Conference:

**Information Presented (all relevant sessions):**

Session 1: [Title]

Session 2: [Title]

Session 3: [Title]

Session 4: [Title]



### Correlation to Approved Town Plans/Policies and Council Vision

*Ex. Social Development Plan (SDP), Community Sustainability Plan (CSP), Economic Development Strategy (EDS), Municipal Development Plan (MDP), Housing Index Study (HIS), Recreation & Culture Master Plan (RCP), etc.*

Session 1: [Plan Reference using the acronym]

Session 2: [Plan Reference using the acronym]

Session 3: [Plan Reference using the acronym]

Session 4: [Plan Reference using the acronym]

### Recommendation(s) for Council consideration:

1)

2)

### Identify Partners and/or External Resources:

### For Administrative Use Only:

Date Received:

Date Reviewed:



Item(s) for Administration policy or procedural consideration:


1)

2)

## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>2018 INTERIM TOTAL WORKS FITNESS CENTRE FEE SCHEDULE</b>
<b>MEETING DATE:</b>	December 20, 2017
<b>SUBMITTED BY:</b>	Kevin McMillan, SFO
<b>PROPOSAL AND BACKGROUND:</b>	
<p>In conjunction with the 2018 Budget considerations, Administration from each Town facility and department has reviewed its respective fees for the coming year. The 2018 Interim Total Works Fitness Centre Fee Schedule reflects the Town's goal to provide affordable services while balancing fiscal responsibility and, where possible, achieve cost recovery.</p> <p>Administration presents the attached 2018 Interim Total Works Fitness Centre Fee Schedule for Council's consideration and adoption, for implementation on January 1, 2018. The Final Total Works Fitness Centre Fee Schedule will be presented in conjunction with the 2018 Final Budget.</p>	
<b>BUDGET / RESOURCE IMPLICATIONS:</b>	
This 2018 Interim Fee Schedule supports the 2018 Interim Budget.	
<b>POTENTIAL MOTIONS:</b>	
<p>A. Council approve the 2018 Interim Total Works Fitness Centre Fee Schedule, as presented.</p> <p>B. Council approve the 2018 Interim Total Works Fitness Centre Fee Schedule with amendment(s) to_____.</p> <p>C. Council does not approve the 2018 Interim Total Works Fitness Centre Fee Schedule.</p>	
<b>ATTACHMENTS:</b>	
<u>Attachment 1:</u> Draft 2018 Interim Total Works Fitness Centre Fee Schedule	

Report Prepared By:		Report Reviewed By:	
			
Name:	Kevin McMillan	Name:	Pam Livingston
Title:	Senior Financial Officer	Title:	Director of Corporate Services

Report Routed to Council By:


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FITNESS CENTRE - GST INCLUDED			
Fitness Centre Pass	Adult (19+)	Student	Family
Yearly	458.50	319.25	1071.25
6 Months	310.00	223.50	752.00
3 Months	206.00	144.25	484.00
Monthly	76.50	53.00	179.00
PAP Yearly (monthly pre-authorized payment, one year contract)	45.50	32.00	106.00
PAP Monthly (monthly pre-authorized payment, no contract)	64.75	45.25	152.00
10 Visit Punch Pass	67.00	47.00	
Drop-in	8.50	6.00	
Combined Pass (Pool and Fitness Centre)			
Yearly	551.00	367.75	1179.50
6 Months	386.25	257.50	824.00
3 Months	248.25	165.00	530.50
Monthly	92.50	62.00	196.25
PAP Yearly (monthly pre-authorized payment, one year contract)	55.50	37.00	117.00
PAP Monthly (monthly pre-authorized payment, no contract)	78.25	53.00	167.00
Schools - Per hour	51.50		
Locker - Monthly	6.00		
Locker - Annually	60.00		



INDOOR TRACK - GST INCLUDED			
Passes			
		Adult (19+)	Student
Yearly		170.00	120.50
6 Months		119.00	84.50
Monthly		28.50	20.25
10 Visit Punch Pass		31.75	24.25
Drop - In		4.75	3.75
Preschool (5 and under)			Free
55 Alive (55+)			Free
Boxing Club	per month		50.00
Schools - hourly rate	per hour		17.50


RACQUET/SQUASH COURTS - GST INCLUDED			
Passes			
		Adult (19+)	Student
Yearly		257.50	181.50
Monthly		43.75	30.25
10 Visit Punch Pass		38.25	23.50
Drop - In		5.75	3.50

## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>2018 INTERIM FEE SCHEDULE</b>
<b>MEETING DATE:</b>	December 20, 2017
<b>SUBMITTED BY:</b>	Kevin McMillan, SFO
<b>PROPOSAL AND BACKGROUND:</b>	
<p>In conjunction with the 2018 Budget considerations, Administration from each Town facility and department has reviewed its respective fees for the coming year. The 2018 Interim Fee Schedule reflects the Town's goal to provide affordable services while balancing fiscal responsibility and, where possible, achieve cost recovery.</p> <p>Administration presents the attached 2018 Interim Fee Schedule for Council's consideration and adoption, for implementation on January 1, 2018. The Final Fee Schedule will be presented in conjunction with the 2018 Final Budget.</p>	
<b>BUDGET / RESOURCE IMPLICATIONS:</b>	
This 2018 Interim Fee Schedule supports the 2018 Interim Budget.	
<b>POTENTIAL MOTIONS:</b>	
<p>A. Council approve the 2018 Interim Fee Schedule, as presented.</p> <p>B. Council approve the 2018 Interim Fee Schedule with amendment(s) to_____.</p> <p>C. Council does not approve the 2018 Interim Fee Schedule.</p>	
<b>ATTACHMENTS:</b>	
<u>Attachment 1:</u> Draft 2018 Interim Fee Schedule	



Report Prepared By:		Report Reviewed By:	
			
Name:	Kevin McMillan	Name:	Pam Livingston
Title:	Senior Financial Officer	Title:	Director of Corporate Services

Report Routed to Council By:


1.1	LICENSES / SERVICES - GST EXEMPT	Page 31 of 84	
	NSF Cheque Charges		50.00
1.2	PAPER SERVICES - GST INCLUDED		
	Photocopying	Black & White	Colour
	8.5 x 11 paper	0.25	0.80
	8.5 x 14 paper	0.25	0.80
	11 x 17 paper	0.90	1.50
	Facsimile - Incoming (GST included)	per page	0.25
	Facsimile - Outgoing local (GST included)	per page	0.50
	Facsimile - Outgoing long distance (GST included)	per page	1.00
1.3	PROMOTIONAL ITEMS - ADD GST		
	Town Pins - Logo		2.00 each
	Town Pins - Icon		2.00 each
	Town Pins - Crest		2.50 each
	Town Pins - Chain of Office		3.00 each
	Town Pins - Chain of Office Full Set		10.00 set of four
1.4	ELECTRONIC SIGN - ADD GST		
		Day	Week
	*Charity / Not-For-Profit	6.00	35.00
	Commercial / All Other Users	35.00	225.00
	* Charities and Not-For-Profit organizations are eligible for two full weeks (14 days) of free advertising per calendar year. Organizations wishing to place more than the allotted two weeks of free advertising per year may do so by paying for additional time as per above.		
1.5	PROFESSIONAL SERVICES - ADD GST		
	Administration Officer		150.00 / hour
	Professional Engineer		125.00 / hour
	Finance Officer		125.00 / hour
	Recreation Director		125.00 / hour
	Development Officer		100.00 / hour
	Project Engineer / Manager		75.00 / hour
	Technician/Technologist		75.00 / hour
	Administrative Support		50.00 / hour
	*FOIP fees and fee estimates are generated using the FOIP Regulation (Schedule 2)		
1.6	ROOM RENTALS - ADD GST		
	Conference Room # 1		40.00 / half day or 70.00 / day
	Conference Room # 2		40.00 / half day or 70.00 / day
	Projector- LCD (In-house only)		40.00 / hour or 200.00 / day
	Council Chambers		70.00 / half day or 120.00 / day
1.7	TAX RECOVERY - GST EXEMPT		
	Proceedings Fee		80.00
	Tax Certificate		25.00
	Tax Search		10.00
	Assessment Appeal Filing		
	Category of Complaint		
	Residential 3 or fewer dwellings & farmland		50.00
	Residential 4 or more dwellings		300.00
	Non-residential (assessed value under \$2 million)		300.00
	Non-residential (assessed value over \$2 million)		650.00
1.8	ANIMAL CONTROL - DOG - GST EXEMPT		
	Licence - Spayed Female and/or Neutered Male		25.00 / year
	Licence - Male or Female Animals		*75.00 / year
	Impound Fees		25.00 first day; 15.00/day thereafter
	Destruction of Animal		Amount Expended
	Veterinary Fees		Amount Expended
	Adoption Fees		50.00
	Replacement Tag		5.00
	ANIMAL CONTROL - CAT		
	Licence - Spayed Female and/or Neutered Male		15.00 / year
	Licence - Male or Female Animals		*45.00 / year
	Impound Fees		25.00 first day; 15.00/day thereafter
	Destruction of Animal		Amount Expended
	Veterinary Fees		Amount Expended
	Adoption Fees		50.00
	Replacement Tag		5.00
	*If, during the course of the year for which a breeding animal license has been issued, proof of spay or neuter of the licensed animal, in a form acceptable (ie. veterinarian receipt), is provided to the Town, the Town shall reimburse the owner the monetary difference of an altered animal license versus a breeding animal license.		
1.9	BUSINESS LICENSES - GST EXEMPT		
	Transfer of ownership or change of name		25.00
	Transfer of business location		50.00
	Hawker / Peddler - Daily		150.00 / day
	Hawker / Peddler - Annual		1,500.00 / year
	Local Business		100.00 / year (50.00 after July)
	Rural resident (within 5m radius of town boundary)		150.00 / year (75.00 after July)
	Non-resident (outside of 5m radius of town boundary)		300.00 / year (150.00 after July)
	Home Occupation		75.00 / year
	Business License - Daily Contractor		50.00 / day
	Reinstate license		25.00
	Adult business		1,000.00 / year (500.00 after July)

2.1 HANGAR LEASES - ADD GST			Page 32 of 84
Private		0.95 / sq. m.	
Commercial		1.50 / sq. m.	

3.0 BUILDING & DEVELOPMENT

3.1

PERMITS - GST EXEMPT					
Residential Developments		Development		Building	
Single family homes, duplexes, triplexes, fourplexes, including modular homes and mobile homes (not located in mobile home parks), with or without attached garage			150.00	Total square footage of all floors x \$0.60	
Deck / patio / balcony - over 2 feet from the ground			30.00	60.00	
Portable carports/garages			50.00	60.00	
Basement development			30.00	60.00	
Commercial Developments					
Principle Building & Secondary Use Buildings, including residential developments greater in capacity than a fourplex.			300.00, plus 500.00 per residential unit	9.00 per 1,000 construction value	
Accessory Buildings/Structures					
Detached garage			100.00	100.00	
Shed, greenhouse, storage building, etc.			25.00	50.00	
Permanent hot tub or pool			25.00	50.00 minimum	
Radio / TV antenna / satellite dish (large)			25.00	50.00 if attached	
				Free if free standing	
Signs - permanent			45.00	55.00	
Signs - temporary			25.00	50.00	
Demolition / moving			50.00	75.00	
Excavation, tree removal, top soil stripping, site preparation and/or service installation				250.00	
Retaining wall 4' & over			25.00	50.00	
As-built / penalty			Double the permit fees up to a maximum of \$5,000.00		
* 4% Safety Code fee is applied to all Building Permits, in addition to the permit fee (minimum of \$4.50 and a maximum of \$560.00)					
** Refund of Building Permit Fees - If the construction does not begin within 120 days from the date of the permit issued or the project is abandoned, the applicant can apply for a refund for the portion of the building permit. Non Refundable Fee: 15% of assessed permit fee or minimum of 25.00 (whichever is higher).					
*** A fee will be charged for an amendment to an application received during the Development Officer's consideration of the original Development/Building Permit Application submitted. This fee will be levied at the discretion of the Development Officer, but in no case will it exceed the original permit application fee.					
**** A fee similar to that charged for the original Permit will be levied for any amendments to a Development/Building Permit Application received after issuance by the Development Officer, as such amendment will be deemed a new application.					
***** For commercial developments, the Applicant shall provide the fair market "construction value" on its application. If, in the opinion of the Development Officer, the "construction value" entered on the application seems low, the Development Officer shall have the full right to amend the "construction value" of the development to its fair market value.					

3.2 FEES - GST EXEMPT		
Discretionary Use notification fee		200.00
Time Extension Application for Development Permit		100.00
Compliance Certificate - 3 working days (expedited)		200.00
Compliance Certificate - 7 working days (standard)		100.00
Re-zoning Application		500.00
ASP Adoption Application		800.00
ASP Amendment Application		600.00
Variance Application Fee	50.00 if variance is within 30% permitted by Development Authority; 200.00 if variance is greater than 30% permitted by Development Authority and requires Council approval	
Preparation of Development Agreement		1,000.00
Preparation of Easements, Caveats, Rights-of-way and other agreements		200.00 per agreement
Encroachment Agreement Fee	200.00 (town prepares & registers agreement) 50.00 (applicant's lawyer prepares & registers agreement)	
Discharges (per discharge)		35.00
Road Closure Application		500.00
Non-statutory Public Hearing or Open House		250.00
Development Appeal		300.00
Bylaw Amendment		500.00
Copies of Land Use Bylaw, Minimum Design Standards		40.00
File search fee		50.00
Extensive file search fee		100.00
Rush file search fee		Double the standard fee noted above
* Miscellaneous services, such as file searches, shall be charged on a case-by-case basis, at the discretion of the Development Officer		
** All file search requests must be submitted in writing (fax, delivery and e-mail are acceptable). Turnaround time for the file search results is estimated as two-to-three business days, rush requests are one business day.		

3.3 MAPS - GST EXEMPT		
Printed Map Products		
Map Booklets:		
Address (49 pages)	8.5" x 11"	15.00
Legal (49 pages)	8.5" x 11"	15.00
Zoning (49 pages)	8.5" x 11"	20.00
Legal/Zoning (49 pages)	8.5" x 11"	25.00
Wall Maps		
Address	42" x 56"	20.00
Legal	34" x 46"	20.00
Zoning	34" x 46"	30.00
Legal/Zoning	34" x 46"	35.00
* Minimum 48 hours notice for printed requests, minimum 24 hours notice for digital requests		

2018

4.0 CEMETERY

4.1 LEASE OF BURIAL RIGHTS-ADD GST

		Resident	Non-Resident
Adult		350.00	400.00
Adult - Perpetual Care		173.00	216.00
Child		211.00	264.00
Child - Perpetual Care		103.00	130.00
Infant		141.00	176.00
Infant - Perpetual Care		69.00	88.00
Cremation		211.00	264.00
Cremation - Perpetual Care		103.00	132.00
Veteran		140.00	176.00
Veteran - Perpetual Care		69.00	88.00

4.2 OPENING AND CLOSING-ADD GST

		Summer	Winter
Adult		550.00	750.00
Adult - Weekends, holidays and after 4 pm		750.00	950.00
Child		300.00	375.00
Infant		200.00	275.00
Cremated remains		250.00	450.00
Cremated remains - Weekends, holidays and after 4 pm		350.00	550.00
Scattering of ashes		200.00	200.00

4.3 MISCELLANEOUS - ADD GST

Concrete vault		Cost + 10%
Disinterment		370.00
Monument Permit Fee		40.00
Travelling time - Rocky Rapids		160.00
Travelling time - Easyford		240.00

5.0 LIBRARY

5.1 MEMBERSHIP FEES - GST EXEMPT

		Resident	Non Resident
Family		Free	20.00
Adult		Free	10.00
Student (Grade 1 - 12) under 18		Free	5.00
Senior Citizen		Free	5.00

5.2 PAPER SERVICES - GST INCLUDED

		Black & White	Colour
Photocopying with Paper (8.5 x 11)		0.25	0.80
Photocopying with Paper (8.5 x 14)		0.25	0.80
Laminating (8.5 x 11)		1.00	

6.0 OMNIPLEX

\*\*\*\*Please note that rental agreement rates are based on the year the rental agreement is signed.\*\*\*\*

6.1 ARENA FEES - GST INCLUDED

Public Skating		
All ages		Free
Kid Skate (Ages 5 and under)		
Drop in (per child)		3.00
Shinny Practice (Ages 12 and under)		
Drop in (per child)		3.00
Shinny Game (Ages 13 - 18)		
Drop in (per child)		4.50
Hardcore Skate (age 19+)		
Drop in		6.00
Morning & Noon Hockey (Ages 19 and up)		
Drop in (per adult)		6.00
Season Pass (per adult)		96.00

6.2 ICE RENTAL RATES - ADD GST/HR RATE

Youth -under 18 yrs.		Jan-to-April	Aug-to-Dec
Prime Rate (2pm-12am weekdays, and all day weekends)	per hour	91.50	94.25
Non-prime Rate (weekdays only 6am-2pm)	per hour	65.00	67.00
Adult Sports			
Prime Rate (2pm-12am weekdays, and all day weekends)	per hour	166.75	171.75
Non-prime Rate (weekdays only 6am-2pm)	per hour	117.00	120.50
Group (adult & youth)			
Prime Rate (2pm-12am weekdays, and all day weekends)	per hour	127.50	131.50
Non-prime Rate (weekdays only, 6am-2pm)	per hour	89.25	92.00
Schools			
Hourly Rate (weekdays only, 8am-3:30 pm)	per hour	57.50	59.25
Thunder - Practice			
Prime Rate (2pm-12am weekdays, and all day weekends)	per hour	106.25	109.50
Non-prime Rate (weekdays only 6am-2pm)	per hour	74.50	76.75
Thunder weekday only 3pm-4:30pm	per hour	79.50	82.00
Thunder - Games & Camps			
Games	per hour	155.00	159.75
Camps	per hour	106.25	109.50

\*\*\*\*Please note that rental agreement rates are based on the year the rental agreement is signed.\*\*\*\*

6.3

OMNI I & II - ADD GST		Page 34 of 84		
Daily Rates		Adult (19+)	Non-Profit	Youth
Omni I PAD with lobby		978.50	782.75	587.00
Omni II PAD with lobby		927.00	741.50	556.25
Omni I lobby		345.00	276.00	207.00
Omni II lobby		345.00	276.00	207.00
Omni I & II lobby		576.75	461.50	346.00
Hourly Rates				
Omni I or II PAD with lobby (4 hour max)		92.75	74.25	55.65
Omni I lobby (4 hour max)		69.00	55.25	41.25
Omni II lobby (4 hour max)		69.00	55.25	41.25
Nerf				
Drop-In		5.00		
Birthday Party -Summer		65.00		
Birthday Party -Winter		99.00		

6.4

OMNI III - PAD/LOUNGE/KITCHEN/MEETING ROOM - ADD GST		Adult (19+)	Non-Profit	Youth
Daily Rates				
Lounge - Kitchen not included		345.00	275.00	206.00
Lounge - Kitchen included		495.00	395.00	297.00
Kitchen - Lounge not included		200.00		122.00
Meeting Room		85.00		51.50
Omni III PAD		582.00	465.00	350.00
PAD, Kitchen and Lounge		927.00	741.00	556.00
Hourly Rates				
Lounge - Min 2hr, Max 4hr - Kitchen not included		55.00		35.00
Meeting Room - 4 hour rental		55.00		35.00
Omni III PAD - 4 hours max		69.00	55.00	42.00

6.5

ADDITIONAL ITEMS - ADD GST		Non-Profit	Regular
Coffee service - Pot	per pot		15.00
Coffee service - Urn Set	per set		50.00
Coffee urn (urn only, on-site only)	per unit	10.00	12.00
Corkage	per can		1.00
Cow wash bay	per animal		25.00
Delivery/pick-up of equipment (in-town only)	per trip		55.00
Draping - 4'	per drape		1.60
Draping - 8'	per drape		2.40
Extra cleaning	per hour		40.00
Fridge - Daily rate	daily		25.00
Horse riding	per horse		15.00
Lobby extra setup (For any additional setup over the standard 2 tables & 8 chairs for those renting the pad with lobby included. The lobby alone hourly rate has setup included)	per hour		40.00
Metal stage	per section		22.00
Overnight staff (per person/per hour)	per hour		40.00
Podium (on-site events)			Free
Portable sound system (on-site only)			Free
Power box - Daily rate	per unit		26.00
Projector and screen - Daily rate	per unit		50.00
Projector Screen 8' (on-site only)	per unit		15.00
Running your own bar (no glassware included)	daily	150.00	200.00
Sandwich boards	per unit		5.50
Table skirting	per skirt		3.75
Tables - Daily rate	per table	7.50	9.00
Ticket booths	per unit		26.75
Whiteboard easel - Daily rate	per unit		10.00
** Note: Additional items shall be charged based on fee schedule rates in the year the event takes place			

6.6

GYMNASIUM - ADD GST		Adult (19+)	Non-Profit	Youth
Boxing - Daily		160.00	133.00	106.00
Boxing - Hourly (4 hour max)		42.00	37.00	26.50
Boxing Club -Hourly Rate		26.50		
Alive 55+ Program -Hourly Rate		26.50		
Personal Training Rates (Ages 12+) - Add GST				
Technique Session				70.00
3 sessions (\$60/session)				180.00
6 sessions (\$60/session)				360.00
12 sessions (\$57.50/session)				690.00
24 sessions (\$55/session)				1,320.00
1x/week (48 sessions at \$52.50/session)				2,520.00
2x/week (96 sessions at \$50/session)				4,800.00
3x/week (142 sessions at \$47.50/session)				6,745.00

6.7

ICE ADVERTISING - ADD GST			
Display case Omni I - Lobby	per month		200.00
Display case Omni I - Track area	per month		50.00
Display case Omni II - Lobby	per month		75.00
Omni II advertisement 3' x 4' - Prime	per year		525.00
Omni II advertisement 3' x 4' - Non Prime	per year		265.00
Omni II advertisement 3' x 8' - Prime	per year		950.00
Omni II advertisement 3' x 8' - Non Prime	per year		525.00



2018

6.0 OMNIPLEX CONTINUED			
6.8 OMNIPLEX - OTHER SERVICES			
Tunnel 2			Page 35 of 84
Lockers in Ref Rooms and Change area per year			25.00
Cages 1 to 16 per year per cage			100.00
Cage 17 per year per cage			150.00
Cage 18 per year per cage			125.00
Wooden Storage Cabinets 19 to 22 per cabinet per year			25.00
Rental Spaces - Pro shop or concession			Contract basis
Office			
Photocopying - Black & White (GST included)	per page		0.25
Photocopying - Colour (GST included)	per page		0.80
Facsimile - Incoming (GST included)	per page		0.25
Facsimile - Outgoing local (GST included)	per page		0.50
Facsimile - Outgoing long distance (GST included)	per page		1.00
Whiteboard Paper Pad (GST included)	per pad		40.00

7.0 PARK VALLEY POOL

7.1 POOL FEES - GST INCLUDED				
Pool	Adult (19+)	Student	Preschool	Family
Yearly	404.50	248.25	120.50	495.50
6 Months	284.25	174.00	84.50	347.00
3 Months	182.00	112.00	54.50	223.25
Monthly	67.75	42.50	20.25	83.00
PAP Yearly (monthly pre-authorized payment, one year contract)	39.50	25.50		50.00
PAP Monthly (monthly pre-authorized payment, no contract)	56.00	36.00		70.50
10 Visit Punch Pass	58.00	39.50	27.75	139.00
Drop-in	6.50	4.50	3.25	15.50
Combined Pass (Pool and Fitness Centre)				
Yearly	535.00	357.00		1,145.00
6 Months	375.00	250.00		800.00
3 Months	241.00	160.00		515.00
Monthly	89.75	60.00		190.50
PAP Yearly (monthly pre-authorized payment, one year contract)	53.75	36.00		113.50
PAP Monthly (monthly pre-authorized payment, no contract)	76.00	51.25		162.00

7.2 PROGRAM FEES - GST EXEMPT			
Program Fees - 10 Lessons			
Starfish - Up to 12 Months			48.50
Ducks - Up to 24 Months			48.50
Seaturtle - Up to 36 Months			48.50
Seaotters - 3 to 5 years			63.00
Salamander, Sunfish, Crocodile, Whale - 3 to 5 years			48.50
Levels 1 to 6 - 5 and up			48.50
Levels 7 to 10 - 5 and up			63.00
Adult Lessons			63.00
Boat Book			21.50
Boat Exam (if failed)			1.00
Boat Exam (if passed)			42.50
Private lessons (per half hour)	per 1/2 hr		36.00
Administrative Fee			10.00
School lessons (during school hours)	per child		29.50
Lifeguard Club		Junior	Senior
1 day a week (September to December)		258.00	258.00
2 days a week (September to December)		410.00	410.00
1 day a week (September to March)		345.00	345.00
2 days a week (September to March)		690.00	690.00
Dolphins - 1 day a week (September to December)		85.00	
Dolphins - 2 days a week (September to December)		170.00	

7.3 FITNESS PROGRAMS - GST INCLUDED		
	Arthritic/65+/Disabled	Aquapump
Yearly	392.75	421.25
6 Months	276.00	295.00
3 Months	176.75	189.75
Monthly	65.75	70.50
PAP Yearly (monthly pre-authorized payment, one year contract)	39.50	47.50
PAP Monthly (monthly pre-authorized payment, no contract)	56.00	59.50
10 Visit Punch Pass	55.75	79.00
Drop-in	6.25	8.75

7.4 RENTAL RATES - GST INCLUDED		
Preschool Area (includes hot tub and sitting area)	per hour	39.50
Birthday Bash (during public swim, up to 11 swimmers, includes sitting area)	two hours	63.00
Whole Pool Rental	per hour	162.00
Extra Lifeguards	per hour	37.00
Swim Clubs		
Whole Pool Rental	per hour	90.00
5 Lanes	per hour	55.75
4 Lanes	per hour	52.75
3 Lanes	per hour	49.75
2 Lanes	per hour	47.00
1 Lane	per hour	43.50

8.0 PUBLIC GROUNDS

8.1	WEST VALLEY PARK - ADD GST		
	Rodeo Grounds (day rate)		250.00
	Parking lot area		250.00
	DV Annual Lions Rodeo		
	Midway Area (day rate)		124.00
	Damage Deposit		350.00
8.2	CAMPGROUNDS* - GST INCLUDED		
			Per day
	Full service		40.00
	Power only		25.00
	Unserviced		20.00
	Group site up to 10 trailers (power only)		200.00
	* All fees listed include a 3% Destination Marketing Fee		
8.3	BALL DIAMONDS AND SOCCER FIELDS		
	User Group - Practice/Game/Tournament		
	Youth (person / per season)		4.25
	Adult (person / per season)		7.00
	Occasional Bookings		
	Weekday use (per diamond/field)		25.00
	Weekend use - Friday/Saturday/Sunday (per diamond/field)		50.00
	Washrooms at West Valley Park		60.00
	Bleacher rental (per bleacher/per day) - West Valley Park only		60.00
	Extra cuts/maintenance (per diamond/field)		25.00
	Extra cleaning cost (per person/per hour)		40.00
	*User groups minor ball, girls slow pitch, slow pitch & soccer		
	**Cleanup deposit equal to the rental fee		

9.0 CLEAN ENERGY TECHNOLOGY CENTRE

9.1	EVENT SPACE BOOKING FEES - ADD GST		
	Meetings, Training Sessions, Lectures, Open Houses	Non-profit/Youth	Regular
	Weekday - Half Day (max. 6 hours)	405.00	450.00
	Weekday - Full Day	585.00	650.00
	Weekday - Full Day	1,350.00	1,500.00
	Special Events, Weddings, Private Parties		
	Weekend (Saturday/Sunday) - Full Day (8am - 2am)	1,350.00	1,500.00
	*All booking fees are due when date of booking is confirmed		
9.2	ROOM BOOKING FEES - ADD GST		
	Classroom*	per day	100.00
	Board Room*	per day	100.00
	Corridor*	per day	100.00
	Staff Charge for evenings and weekends		35.00 (per hour/per staff)
9.3	FACILITY RENTALS & EXTRA SERVICES - ADD GST		
	Kitchen Rental - Caterer		200.00
	Kitchen Supervisor		45.00
	Coffee & Tea Service		75.00 (per day/per station)
	Linens	each	12.00
	Setup Day Before or Take Down	hourly	40.00
	Staff Charge - Extra Setup/Take Down		35.00 (per hour/per staff)
	Staff Charge - Extra Cleaning/Custodial		35.00 (per hour/per staff)
	Staying past 2:00am		*penalty of full day rate charged
	Damage Deposit		*same as booking fee
	Damage/Replacement fee chargebacks		*invoiced, based on damages
9.4	SOCAN & RESOUND FEES - ADD GST		
	SoCan Fee - With dancing		123.38
	SoCan Fee - Without dancing		61.69
	ReSound Fee - With dancing		55.52
	ReSound Fee - Without dancing		27.76
	**All prices subject to change.		
	***All prices subject to GST		

10.0 PUBLIC WORKS

10.1	PUBLIC WORKS - ADD GST		
	Subcontractor Invoices / Materials / Supplies		Cost + 10%
	Snow Hauling Permit		58.00 / season / per truck
	Equipment and service rates		*per Alberta Road Builder Rates
	Rural Residential Snow Clearing		*per current Alberta Road Builder Rates (min. \$25)
	Dust suppressant -2nd application		150.00
10.2	VEHICLE IMPOUNDMENT - ADD GST		
	First 24 hours or part thereof		35.00
	Charge for next 24 hrs. or part thereof		30.00
	Vehicle Removal Charge		Towing + 10%



11.1

CHILDCARE SERVICES - GST INCLUDED

	Jan-Sept	Sept-Dec	Sept-Dec*
Registration fees	65.00	65.00	
12 - 18 months (per month)	918.00	997.00	(61.00)
19 - 36 months (per month)	892.00	971.00	(61.00)
3 - 4.5 years (per month)	872.00	951.00	(61.00)
4.5 years and up (per month)	828.00	906.00	(61.00)
Drop-in Care (per day)	57.00	59.00	(2.00)
NOTE: Children registered as full time, as defined in the Parent Handbook, will be charged for all days booked including Statutory Holidays.			
*Rebate available for Town residents with proof of residence			

Town Resident Rebate

12.0 MACKENZIE CONFERENCE CENTRE

12.1

RENTAL RATES - ADD GST

		Regular	Non-profit
Full Hall - weekday		550.00	440.00
Full Hall - weekend day (Fri, Sat & Sun)		800.00	640.00
Half Hall - weekday		450.00	360.00
Half Hall - weekend day (Fri, Sat & Sun)		600.00	480.00
Additional staff / bartenders (per person)	per hour	22.00	
Coffee/tea service (1 urn of each)	per set	50.00	
Corkage (per can)		1.00	
Corkage (unlimited fountain pop)	per person	2.25	
Flip-chart easel	per easel	10.00	
Flip-chart Paper (per pad)		40.00	
Juice	per litre	4.00	
Kitchen rental w/ external catering (included supervisor)	per hour	70.00	
Kitchen rental w/ in-house catering	per hour	40.00	
MCC provided Bar Service		Must make minimum of \$500	
Meetings (up to 50 people - Min 2 hr., Max 4 hr.)	per hour	125.00	
Portable stage	per section	22.00	
Running your own bar (glassware, portable bar x2 & fridge x2 included)		250.00	
Setup day before or take down (max 4 hr.)	per hour	40.00	
Telescopic easel		5.00	
Use of additional projectors (one projector included in rental)	per day	100.00	
Video conferencing	per day	125.00	
*Damage fee is the same as the booking rate and must be paid separately.			
**Reference to internal caterer means that the user is using the Town's contracted caterer.			
***Weekday means (Monday - Thursday), Weekend means (Friday - Sunday).			
****Please note that rental agreement rates are based on the year the rental agreement is signed.****			

13.0 FIRE DEPARTMENT FEE SCHEDULE

13.1

OPERATIONS - GST INCLUDED

Gelco 100 per kg		46.00
Gelco 200 per kg		70.00
Foam - per pail		105.00
Fireworks permits		10.00

13.2

SPECIAL OPERATIONS - APPARATUS\* - GST INCLUDED

381 Command Truck - per hour		185.00
382 Command Truck - per hour		185.00
351 Aerial Apparatus - per hour		615.00
342 Pumper - per hour		615.00
331 Rescue -per hour		615.00
*Includes staffing		

13.3

FIRE INSPECTION REPORT - GST INCLUDED

Lawyer or Realtor Agency request		80.00
Occupancy Load Certification		80.00
Environmental scans		80.00

13.4

FIRE REPORTS - GST INCLUDED

Insurance company requests		80.00
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13.5

FALSE ALARMS - GST INCLUDED

First false alarm within a year		80.00
Second false alarm within a year		260.00
Third and all subsequent false alarms within a year		500.00

13.6

CAMPS

Kids Camp Registration		80.00
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14.0 UTILITIES

2018

14.1

WATER

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Residential commodity charge per m3 - inside Town boundary			2.00
Residential commodity charge per m3 - outside Town boundary			2.00
Commercial commodity charge per m3 - inside Town boundary			2.00
Commercial commodity charge per m3 - outside Town boundary			2.00
Unmetered - Commodity charge - inside Town boundary	per month		40.00
Unmetered - Commodity charge - outside Town boundary	per month		40.00
Unmetered - Fixed charges	per month		20.10
Sustainability charge per m3			0.00
Monthly fixed charges (by line size):		Fixed Charges No Rebate	Fixed Charges After 50% Rebate
15mm	per month	20.10	20.10
19mm	per month	29.44	29.44
20mm	per month	32.12	32.12
25mm	per month	47.57	32.12
37 mm	per month	98.65	51.65
38mm	per month	103.80	54.23
50mm	per month	176.32	90.49
75mm	per month	390.90	197.78
100mm	per month	691.32	347.99
150mm	per month	1,549.65	777.15
Monthly fixed charges include a capacity charge based on line size and a \$4.65 admin/billing fee			
The rebate only applies to customers within Town boundaries with line sizes 25mm or larger			
The rebate can only be applied to the point it reduces the capacity charge to that of the next lower line size			
Bulk water per m3			5.95
Meter rental			115.00
Service connection fee			45.00
Penalty on outstanding balance owing			2.5%
Reconnection fee			65.00
Meter check deposit			40.00
Damaged meter + all out of pocket costs			40.00 + costs
Temporary water turn on			67.00 + 46.00/week
Emergency Water Shutoff			65.00
Hydrant Maintenance + all out of pocket expenses			75.00

14.2

SEWER

Residential commodity charge per m3 - inside Town boundary			2.45
Residential commodity charge per m3 - outside Town boundary			2.45
Commercial commodity charge per m3 - inside Town boundary			2.45
Commercial commodity charge per m3 - outside Town boundary			2.45
Unmetered - Commodity charge and fixed fee - inside Town boundary	per month		55.00
Unmetered - Commodity charge and fixed fee - outside Town boundary	per month		55.00
Sewer dumping charge	per load		75.00
Sewer effluent per m3			4.50



14.3


ASPEN WASTE MANAGEMENT AUTHORITY

Commercial	per tonne		78.00
Construction / Demolition / Debris(mixed Loads)	per tonne		67.00
Town Residential Collection or Public Works Department	per tonne		78.00
Residential Homeowners / Rental Property	per tonne	5.00/load (75.00 minimum)	
Compostable(Commercial only)/Residential-No Charge	per tonne*		32.00
Recycling(mixed loads)	per tonne		75.50
Sump Waste	per tonne		64.00
Clean Concrete	per tonne		17.25
Asphalt	per tonne		17.25
Revenue Generated Cover	per tonne		19.25
Clean Fill (one time pre-approval fee of \$150 is charged)	per tonne		5.00
Scrap Metals (excluding mixed loads)	per tonne		60.00
White Goods and CFC Units	per unit		60.00
Asbestos	**		Negotiated
Special or Event Waste	***		Negotiated
Other (Event or Contracted)	***		Negotiated
*Residential Blue Bags -No Charge			
**Asbestos loads must be pre-approved with shipping document and access code. Placement fee of \$50.00. Rate negotiated prior to acceptance			
***Waste streams that require additional handling or administration or are deemed beneficial. Rate negotiated prior to acceptance			

## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>PROPOSED 2018 INTERIM OPERATING BUDGET – PUBLIC HEALTH AND WELFARE</b>						
<b>MEETING DATE:</b>	December 20, 2017						
<b>SUBMITTED BY:</b>	Kevin McMillan, SFO						
<b>PROPOSAL AND BACKGROUND:</b>							
<p>Pursuant to the <i>Municipal Government Act</i> s242 and s245, Council must adopt operating and capital budgets for each calendar year. Accordingly, the Proposed 2018 Interim Town of Drayton Valley Operations Summary for Public Health and Welfare is presented for Council's consideration.</p>							
<b>POTENTIAL MOTIONS:</b>							
<p>A. Council approve the Proposed 2018 Interim Operating Budget for Public Health and Welfare as presented for the Town of Drayton Valley with:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: right;">Operating Revenues</td> <td style="text-align: right;">1,655,334</td> </tr> <tr> <td style="text-align: right;">Operating expenditures</td> <td style="text-align: right;"><u>2,151,919</u></td> </tr> <tr> <td style="text-align: right;">Net Deficit</td> <td style="text-align: right;"><u>\$496,585</u></td> </tr> </table>		Operating Revenues	1,655,334	Operating expenditures	<u>2,151,919</u>	Net Deficit	<u>\$496,585</u>
Operating Revenues	1,655,334						
Operating expenditures	<u>2,151,919</u>						
Net Deficit	<u>\$496,585</u>						
<p>B. Council approve the Proposed 2018 Interim Operating Budget for Public Health and Welfare with amendment(s) to :</p>							
<p>C. Council does not approve the Proposed 2018 Interim Operating Budget for Public Health and Welfare.</p>							
<b>ATTACHMENTS:</b>							
<p><u>Attachment 1:</u> Proposed 2018 Interim Town of Drayton Valley Operations Summary for the Public Health and Welfare Element</p>							

Report Prepared By:		Report Reviewed By:	
			
Name:	Kevin McMillan	Name:	Pam Livingston
Title:	Senior Financial Officer	Title:	Director of Corporate Services

Report Routed to Council By:


Town of Drayton Valley  
OPERATIONS SUMMARY

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**PUBLIC HEALTH & WELFARE**

Revenues

Family and Community Support  
ECDC  
Affordable housing  
Cemeteries and Crematoriums

Expenditures

Family school liason  
Family and Community Support  
Community Services  
ECDC  
Affordable housing  
Cemeteries and Crematoriums

**NET**



2018 Proposed Budget		2019 Proposed Budget	2020 Proposed Budget
		For info only	For info only
(509,763)		(509,763)	(509,763)
(1,007,571)		(1,026,422)	(1,045,651)
(100,000)		(103,000)	(106,090)
(38,000)		(39,140)	(40,314)
12,890		12,890	12,890
553,885		542,316	550,002
282,508		289,173	296,033
1,212,905		1,245,626	1,279,278
60,858		59,581	58,231
28,873		29,710	30,468
496,585		500,971	525,084
(1,655,334)		(1,678,325)	(1,701,818)
2,151,919		2,179,296	2,226,902
496,585		500,971	525,084


Total Revenues

Total Expenditures

## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>PROPOSED 2018 INTERIM OPERATING BUDGET – PARKS AND RECREATION</b>						
<b>MEETING DATE:</b>	December 20, 2017						
<b>SUBMITTED BY:</b>	Kevin McMillan, SFO						
<b>PROPOSAL AND BACKGROUND:</b>							
<p>Pursuant to the <i>Municipal Government Act</i> s242 and s245, Council must adopt operating and capital budgets for each calendar year. Accordingly, the Proposed 2018 Interim Town of Drayton Valley Operations Summary for Parks and Recreation is presented for Council's consideration.</p>							
<b>POTENTIAL MOTIONS:</b>							
<p>A. Council approve the Proposed 2018 Interim Operating Budget for Parks and Recreation as presented for the Town of Drayton Valley with:</p> <table style="width: 100%; margin-left: 100px;"> <tr> <td style="text-align: right;">Operating Revenues</td> <td style="text-align: right;">2,461,641</td> </tr> <tr> <td style="text-align: right;">Operating expenditures</td> <td style="text-align: right;"><u>3,942,328</u></td> </tr> <tr> <td style="text-align: right;">Net Deficit</td> <td style="text-align: right;"><u>\$1,480,687</u></td> </tr> </table> <p>B. Council approve the Proposed 2018 Interim Operating Budget for Parks and Recreation with amendment(s) to :</p> <p>C. Council does not approve the Proposed 2018 Interim Operating Budget for Parks and Recreation.</p>		Operating Revenues	2,461,641	Operating expenditures	<u>3,942,328</u>	Net Deficit	<u>\$1,480,687</u>
Operating Revenues	2,461,641						
Operating expenditures	<u>3,942,328</u>						
Net Deficit	<u>\$1,480,687</u>						
<b>ATTACHMENTS:</b>							
<p><u>Attachment 1:</u> Proposed 2018 Interim Town of Drayton Valley Operations Summary for the Parks and Recreation Element</p>							

Report Prepared By:		Report Reviewed By:	
			
Name:	Kevin McMillan	Name:	Pam Livingston
Title:	Senior Financial Officer	Title:	Director of Corporate Services

Report Routed to Council By:


Town of Drayton Valley  
OPERATIONS SUMMARY

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**PARKS and RECREATION**

Revenues

Omniplex

Mackenzie Conference Centre

Park Valley Pool

Parks & RV

Expenditures

Omniplex

Mackenzie Conference Centre

Park Valley Pool

Parks & RV

**NET**

2018 Proposed Budget	2019 Proposed Budget	2020 Proposed Budget
	For info only	For info only
(1,258,310)	(1,285,333)	(1,313,059)
(284,083)	(289,923)	(295,913)
(688,472)	(702,237)	(716,346)
(230,776)	(237,699)	(244,830)
1,992,652	2,047,247	2,103,429
384,427	388,717	393,046
1,074,133	1,103,862	1,134,458
491,116	505,520	519,940
1,480,687	1,530,154	1,580,725
(2,461,641)	(2,515,192)	(2,570,148)
3,942,328	4,045,346	4,150,873
1,480,687	1,530,154	1,580,725

Total Revenues

Total Expenditures



## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>PROPOSED 2018 INTERIM OPERATING AND CAPITAL BUDGETS</b>
<b>MEETING DATE:</b>	December 20, 2017
<b>SUBMITTED BY:</b>	Kevin McMillan, SFO

### PROPOSAL AND BACKGROUND:

Pursuant to the *Municipal Government Act* s242(1) and s245, Council must adopt operating and capital budgets for each calendar year. Accordingly, the Proposed 2018 Interim Operating and Capital Budgets are presented for Council's consideration.

The attached Proposed 2018 Interim Operating and Capital Budgets reflect the Town's consideration of the current economic climate and impacts on the broader community.

### POTENTIAL MOTIONS:

- A. Council approve the Proposed 2018 Interim Operating and Capital Budgets as presented for the Town of Drayton Valley with:

Operating Revenues	14,923,736
Taxes (net of school and senior requisition)	<u>11,686,640</u>
Total Revenue	<u>\$26,610,376</u>

Operating expenditures	21,669,462
Debt repayment	956,800
Transfers to reserves	<u>3,984,114</u>
Total Expenditures	<u>\$26,610,376</u>

Capital expenditures and financing	<u>\$6,366,564</u>
------------------------------------	--------------------

- B. Council approve the Proposed 2018 Interim Operating and Capital Budgets with amendment(s) to : \_\_\_\_\_

- C. Council does not approve the Proposed 2018 Interim Operating and Capital Budgets.

**ATTACHMENTS:**

Proposed 2018 Interim Operating and Capital Budgets

Report Prepared By:



Report Reviewed By:



Name: Kevin McMillan

Name: Pam Livingston

Title: Senior Financial Officer

Title: Director of Corporate Services

Report Routed to Council By:



Town of Drayton Valley  
OPERATIONS SUMMARY

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	2018 Proposed Budget		2019 Proposed Budget	2020 Proposed Budget
			For info only	For info only
<b>GENERAL OPERATING</b>				
Total Tax Revenues	(16,110,275)		(16,915,788)	(17,761,578)
Total Other Revenues	(1,510,892)		(1,582,936)	(1,658,583)
Total Expenditures	4,423,635		4,644,816	4,877,057
<b>NET</b>	<b>(13,197,532)</b>		<b>(13,853,908)</b>	<b>(14,543,104)</b>
<b>GENERAL ADMINISTRATION</b>				
Revenues				
General Administration	(122,000)		(125,660)	(129,430)
Expenditures				
Council and other Administrative	447,545		487,788	498,336
General Administration	2,031,862		2,042,033	2,101,496
	<b>2,357,407</b>		<b>2,404,161</b>	<b>2,470,402</b>
<b>PROTECTIVE SERVICES</b>				
Revenues				
Police	(613,392)		(621,101)	(632,043)
Fire	(558,951)		(597,021)	(613,039)
Bylaws Enforcement	(21,400)		(21,610)	(21,826)
Expenditures				
Police	1,759,698		1,812,465	1,866,823
ATE	97,000		97,970	98,950
Fire	1,145,085		1,175,693	1,207,176
Disaster and Emergency	100,214		101,157	103,669
Bylaws Enforcement	111,656		108,529	110,445
<b>NET</b>	<b>2,019,910</b>		<b>2,056,082</b>	<b>2,120,155</b>
<b>TRANSPORTATION</b>				
Revenues				
Common and Equipment Pool	(15,000)		(15,450)	(15,914)
Roads, Streets, Walks, Lighting	(4,000)		(4,120)	(4,244)
Airport	(55,810)		(57,360)	(58,953)
Expenditures				
Common and Equipment Pool	874,440		887,172	907,809
Roads, Streets, Walks, Lighting	2,034,766		2,086,276	2,309,772
Airport	112,920		116,058	119,287
Storm Sewers and Drainage	147,643		152,072	156,428
<b>NET</b>	<b>3,094,959</b>		<b>3,164,648</b>	<b>3,414,185</b>
<b>UTILITIES</b>				
Revenues				
Water Supply & Distribution	(3,084,296)		(3,296,735)	(3,548,437)
Waste Water Treatment and Disposal	(2,546,069)		(2,940,739)	(3,324,171)
Waste Management	(1,545,500)		(1,591,865)	(1,639,619)
Expenditures				
Water Supply & Distribution	2,262,209		2,286,157	2,327,968
Waste Water Treatment and Disposal	991,501		1,009,774	1,028,509
Waste Management	1,513,846		1,556,068	1,599,531
<b>NET</b>	<b>(2,408,309)</b>		<b>(2,977,340)</b>	<b>(3,556,219)</b>

Town of Drayton Valley  
OPERATIONS SUMMARY

Page 48 of 84

	2018 Proposed Budget		2019 Proposed Budget	2020 Proposed Budget
<b>PUBLIC HEALTH &amp; WELFARE</b>			For info only	For info only
Revenues				
Family and Community Support	(509,763)		(509,763)	(509,763)
ECDC	(1,007,571)		(1,026,422)	(1,045,651)
Affordable housing	(100,000)		(103,000)	(106,090)
Cemeteries and Crematoriums	(38,000)		(39,140)	(40,314)
Expenditures				
Family school liason	12,890		12,890	12,890
Family and Community Support	553,885		542,316	550,002
Community Services	282,508		289,173	296,033
ECDC	1,212,905		1,245,626	1,279,278
Affordable housing	60,858		59,581	58,231
Cemeteries and Crematoriums	28,873		29,710	30,468
<b>NET</b>	<b>496,585</b>		<b>500,971</b>	<b>525,084</b>
<b>PLANNING &amp; DEVELOPMENT</b>				
Revenues				
Land Use Planning, Zoning and Development	(60,000)		(180,000)	(185,400)
Economic Development	(53,000)		(3,090)	(3,183)
CETC	(616,451)		(140,251)	(140,251)
Expenditures				
Land Use Planning, Zoning and Development	385,905		397,403	405,552
Subdivision Land and Development	34,622		31,331	27,939
Economic Development	282,138		183,502	186,206
Sustainability	12,560		12,937	13,314
CETC	494,909		502,750	510,757
Town promotion	207,217		211,024	214,940
<b>NET</b>	<b>687,900</b>		<b>1,015,606</b>	<b>1,029,874</b>
<b>PARKS and RECREATION</b>				
Revenues				
Omniplex	(1,258,310)		(1,285,333)	(1,313,059)
MacKenzie Conference Centre	(284,083)		(289,923)	(295,913)
Park Valley Pool	(688,472)		(702,237)	(716,346)
Parks & RV	(230,776)		(237,699)	(244,830)
Expenditures				
Omniplex	1,992,652		2,047,247	2,103,429
MacKenzie Conference Centre	384,427		388,717	393,046
Park Valley Pool	1,074,133		1,103,862	1,134,458
Parks & RV	491,116		505,520	519,940
<b>NET</b>	<b>1,480,687</b>		<b>1,530,154</b>	<b>1,580,725</b>
<b>CULTURE</b>				
Total Expenditures	432,979		441,258	449,726
<b>NET</b>	<b>432,979</b>		<b>441,258</b>	<b>449,726</b>
<b>OTHER</b>				
Total Expenditures	94,500		665,875	1,669,351
<b>NET</b>	<b>94,500</b>		<b>665,875</b>	<b>1,669,351</b>
	(4,940,914)		(5,052,493)	(4,839,821)
Total Revenues	(26,610,376)		(27,642,427)	(29,131,580)
Total Expenditures	21,669,462		22,589,934	24,291,759
	(4,940,914)		(5,052,493)	(4,839,821)
Debenture Repayment (current and new)	956,800		1,252,957	1,326,089
Net budget after debt	(3,984,114)		(3,799,536)	(3,513,732)

Town of Drayton Valley  
Capital Projects - 2018 Interim Budget

	Project Name	Total Cost	Previously Funded	Other Town Reserves	Operating Fund	Town Debenture 10yr	Town Debenture 25yr	Donations	Developer Funds	Brazeau Funding	Grant Funding	Year
9	Common Services	Common services mobile equipment	250,000								250,000	2018
332	Community Services	Cemetery	37,000		37,000							2018
378	Fire	Rescue Tools	48,200		24,100					24,100		2018
1	General	Overall Town Infrastructure Lifecycle Rehabilitation	2,000,000								2,000,000	2018
380	General	CETC	303,888		293,555						10,333	2018
381	General	CPO Equipment	120,000	120,000								2018
350	IT	Information Technology Capital Expenditures	89,500		89,500							2018
95	Recreation	Pool Fund	500,000		500,000							2018
222	Recreation	Ball/Soccer Pitches	161,976		80,988					80,988		2018
285	Recreation	General parks	240,000		165,000					75,000		2018
371	Recreation	Parks/Rec/Culture Facilities	349,000		174,500					174,500		2018
373	Recreation	Pool-Office Enclosure	22,000		11,000					11,000		2018
374	Recreation	Splash Park Resurfacing	45,000		22,500					22,500		2018
334	Roads	Ring road connection to 50th Street	700,000			350,000					350,000	2018
361	Sewer	Cross Connect Upper South Sanitary Main (SW)	60,000								60,000	2018
376	Sewer	Waste Water Treatment Facility Master Plan	60,000		60,000							2018
377	Waste	Landfill New Cell (4D)	150,000		150,000							2018
300	Water	High Lift Pump Station - Raw Water	1,230,000		123,000						1,107,000	2018
		6,366,564	0	120,000	1,731,143	350,000	0	0	0	388,088	3,777,333	

**Total by area**

Common Services	250,000										250,000	
Community Services	37,000				37,000							
Fire	48,200				24,100					24,100		
General	2,423,888		120,000		293,555						2,010,333	
IT	89,500				89,500							
Recreation	1,317,976				953,988					363,988		
Roads	700,000					350,000					350,000	
Sewer	120,000				60,000						60,000	
Waste	150,000				150,000							
Water	1,230,000				123,000						1,107,000	
	6,366,564	0	120,000		1,731,143	350,000	0	0	0	388,088	3,777,333	

## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Automated Traffic Enforcement Fund Allocation Policy A-04-14</b>
<b>MEETING DATE:</b>	December 20, 2017
<b>SUBMITTED BY:</b>	Administration on behalf of Council

### PROPOSAL AND BACKGROUND:

In accordance with the 2018 Interim Budget, Council has determined to implement a Drayton Valley Community Peace Officer program. Initial capital, equipment, and operating costs will be born from the Automated Traffic Enforcement Fund.

Accordingly, in order to proceed with establishing a Community Peace Officer program for Drayton Valley the Policy, A-04-14, requires rescinding. The existing Policy contains specific parameters regarding the distribution of funds received through the activity of Automated Traffic Enforcement.



Rescinding of this Policy does not impact the financial treatment of funds generated from Automated Traffic Enforcement; any funds remaining after establishing a Community Peace Officer Program will remain in the existing reserve account.

### MOTIONS:

- A. That Council rescind Automated Traffic Enforcement Fund Allocation Policy A-04-14.

### ATTACHMENTS:

Attachment 1: Automated Traffic Enforcement Fund Allocation Policy A-04-14

Report Prepared By:		Report Reviewed By:	
			
Name:	Chandra Dyck	Name:	Pam Livingston
Title:	Legislative Services Coordinator	Title:	Director of Corporate Services

Report Routed to Council By:





## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Water and Sewer Rates</b>
<b>MEETING DATE:</b>	December 20, 2017
<b>SUBMITTED BY:</b>	Administration on behalf of Council

### PROPOSAL AND BACKGROUND:

On February 1, 2017, Council made the following resolution during its Regular Meeting of Council:

#### **RESOLUTION #029/17**

Councillor Long moved that Council approve a full-cost utility rate setting approach for water and sewer operations, phased in over a ten (10) year period including a Capacity Charge rebate program within Town boundaries for large service customers greater than 20 mm and commencing at a 70% rebate level on the Capacity Charge in the first year.

#### **CARRIED**

In accordance with the 2018 Interim Operating Budget, Council has determined that the implementation program has been escalated. In doing so, the rate setting approach will achieve the revenue requirements for the Town's water and sewer utility that will enable the planning and funding of future asset needs as they occur, ensuring the long-term viability of the utility for the municipality and customers, and achieving a utility approach that is self-sustaining for the community. Most importantly, accelerating the timeline to reach a full-cost utility will enable the accumulation of reserves for future asset rehabilitation, replacement, and reconstruction sooner than previously contemplated. Establishing this reserve fund quicker allows for the municipality to be better positioned for funding significant or modest capital improvements for the water and sewer infrastructure of the community.



### LINKAGE TO MUNICIPAL POLICIES, PLANS, OR ESTABLISHED PRIORITIES:

- Town of Drayton Valley Water and Sewer Rates Report, CORVUS Business Advisors
- Municipal Operating and Capital Budget
- Municipal Fee Schedule

### POTENTIAL MOTIONS:

- A. That Council amend the implementation period of the full-cost utility rate setting approach, as set out by Resolution 029/17 on February 1, 2017, to occur over a three (3) year period.





Report Prepared By:		Report Reviewed By:	
			
Name:	Rita Bijeu	Name:	Pam Livingston
Title:	Executive Assistant	Title:	Director of Corporate Services

Report Routed to Council By:


## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Terms of Reference to Establish Internal Committees</b> <ul style="list-style-type: none"> <li><b>Sustainability Committee</b></li> <li><b>Budget and Asset Management Committee</b></li> </ul>
<b>MEETING DATE:</b>	December 20, 2017
<b>SUBMITTED BY:</b>	Sustainability and Budget and Asset Management Committee Chairs
<b>PROPOSAL AND BACKGROUND:</b>	
<p>At the November 29, 2017, Regular Meeting of Council, the Internal Sustainability and Budget and Asset Management Committees were established and appointments made. The Committees met to establish draft Terms of Reference. The Terms of Reference outline the mandate of each respective Committee and are presented for Council's consideration.</p>	
<b>POTENTIAL MOTIONS:</b>	
<u>Sustainability Committee</u> <ul style="list-style-type: none"> <li>A) That Council approve the Terms of Reference for the Internal Sustainability Committee, as presented.</li> <li>B) That Council approve the Terms of Reference for the Internal Sustainability Committee with amendment(s) to _____.</li> </ul>	
<u>Budget and Asset Management Committee</u> <ul style="list-style-type: none"> <li>A) That Council approve the Terms of Reference for the Internal Budget and Asset Management Committee, as presented.</li> <li>B) That Council approve the Terms of Reference for the Internal Budget and Asset Management Committee with amendment(s) to _____.</li> </ul>	
<b>ATTACHMENTS:</b>	
<u>Attachment 1:</u> Internal Sustainability Committee Terms of Reference <u>Attachment 2:</u> Internal Budget and Asset Management Terms of Reference	

Report Prepared By:		Report Reviewed By:	
			
Name:	Rita Bijean	Name:	Pamela Livingston
Title:	Executive Assistant	Title:	Director of Corporate Services

Report Routed to Council By:




## **INTERNAL SUSTAINABILITY COMMITTEE**

### **TERMS OF REFERENCE**

#### **Purpose/Mandate**

This Committee, which is advisory in nature, is tasked with driving the sustainability of the Town for the long term betterment of the community. The Committee is responsible for advising Administration in guiding and developing the Town of Drayton Valley's sustainability initiatives as well as waste management, including but not limited to:

- identify and examine issues and opportunities and make recommendations to Council for action as related to the overarching Town vision and the Community Sustainability Plan;
- identify opportunities to promote the image of sustainability and engage in public education;
- undertake the review and next steps for the Community Sustainability Plan; and
- undertake other initiatives as directed or defined by Council.

#### **Background**

With the establishment of the Community Sustainability Plan (CSP) it was determined that the creation of a mechanism to enable and achieve the goals and strategies set out in the CSP, would be a benefit to the long term aspirations toward achieving sustainability.

#### **Committee Membership/Composition and Term**

The Sustainability Committee is comprised of two (2) Town Councillors. The Committee shall be supported by an administrative team as appointed by the CAO. The Mayor of the Town of Drayton Valley sits as ex-officio member of the Committee. The Committee's composition and the Terms of Reference will be reviewed on a yearly basis after the Organizational Meeting of Town Council that is held annually in October.

#### **Operations**

The Chair, which shall be one of the appointed Councillors, will be selected by the Committee at its first annual meeting. The Chair shall be responsible for presenting reports of the Committee, including recommendations, to Council.

The Committee shall meet on an as needed basis, as called by the Chair.

#### **Accountability and Transparency**

- Guiding documents for the Committee include but are not limited to the *Municipal Government Act*, Board and Committees to Council Policy C-05-14, Land Use Bylaw 2007/24/D, Public Consultation and Communication Policy A-04-17, Accountability and Transparency Policy C-01-17, Community Sustainability Plan, and the Social Development Plan.



## **INTERNAL BUDGET AND ASSET MANAGEMENT COMMITTEE**

### **TERMS OF REFERENCE**

#### **Purpose/Mandate**

The Committee reviews and makes recommendations to Town Council on:

- Council's annual Budget process;
- appointment of the Town's Auditor;
- the Annual Audited Financial Statements;
- the municipality's general tax approach;
- long-range financial planning;
- long-range capital and asset planning including the construction, maintenance and replacement of municipal assets/facilities;
- municipal reserve levels;
- municipal debt level;
- quarterly financial reports; and,
- capital project progress reporting.

#### **Committee Membership/Composition and Term**

The Budget and Asset Management Committee is comprised of four (4) Town Councillors. The Committee shall be supported by an administrative team as appointed by the CAO. The Mayor of the Town of Drayton Valley sits as ex-officio member of the Committee. The Committee's composition and Terms of Reference will be reviewed on a yearly basis after the Organizational Meeting of Town Council that is held annually in October.

Committee Members are subject to the limitations imposed by the *Municipal Government Act*.

#### **Operations**

The Chair, which shall be one of the appointed Councillors, will be selected by the Committee at its first annual meeting. The Chair shall be responsible for presenting reports of the Committee, including recommendations, to Council.

The Committee will meet on a quarterly basis, or on an as needed basis at the call of the Chair.

#### **Accountability and Transparency**

- Guiding documents for the Committee include but are not limited to the *Municipal Government Act*, Board and Committees to Council Policy C-05-14, Accountability and Transparency Policy C-01-17, and other relevant Town Policies.

## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Economic Development Committee Bylaw 2017/14/C</b>
<b>MEETING DATE:</b>	December 20, 2017
<b>SUBMITTED BY:</b>	Economic Development Committee

### PROPOSAL AND BACKGROUND:

At the November 29, 2017, Regular Meeting of Council, a Resolution was made to establish an Internal Economic Development Committee and appoint members to serve. Committee members met to review draft Terms of Reference which outline the mandate of the Committee.

As Council has determined that delegated authorities be given to this Committee, the draft Terms of Reference for the Economic Development Committee have been established, as per legal advance, by means of a Bylaw. The Bylaw is attached for Council's consideration.

### POTENTIAL MOTIONS:

- A. That Council give First Reading to proposed Economic Development Committee Bylaw 2017/14/C, as presented;
- That Council give Second Reading to proposed Economic Development Committee Bylaw 2017/14/C, as presented;
- That Council consider giving Third and Final Reading to proposed Economic Development Committee Bylaw 2017/14/C, as presented; and
- That Council give Third and Final Reading to proposed Economic Development Committee Bylaw 2017/14/C, as presented.
- B. That Council direct Administration to make amendments to \_\_\_\_\_ and bring the Bylaw back to Council for consideration.



**ATTACHMENTS:**

Attachment 1: Proposed Economic Development Committee Bylaw 2017/14/C

Report Prepared By:



Name: Chandra Dyck

Title: Legislative Services Coordinator

Report Reviewed By:



Name: Pam Livingston

Title: Director of Corporate Services

Report Routed to Council By:





## BYLAW NO. 2107/14/C

### Name of Bylaw: Economic Development Committee

**WHEREAS** the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides for the establishment of any Board or Committee considered desirable by Council for the purpose of managing and operating, and advising in the management and operation of, any branch or any department of the municipality's services, and in the extension and improvement thereof;

**NOW THEREFORE** the Council of the Town of Drayton Valley, duly assembled, hereby enacts as follows:

### TITLE

1. This Bylaw may be cited as the "Economic Development Committee Bylaw" of the Town of Drayton Valley.

### PURPOSE

2. The purpose of this Bylaw is to provide for the establishment of the Economic Development Committee (hereinafter referred to as the "Committee") and set forth the duties and responsibilities of that Committee.

### DEFINITIONS

3. In this Bylaw, including this section, unless the context otherwise requires:
  - 3.1 CAO – means Chief Administrative Officer for the Town of Drayton Valley or his/her designate;
  - 3.2 CETC – means the Clean Energy Technology Centre of the Town of Drayton Valley;
  - 3.3 Committee – means the Economic Development Committee as established by Town Council;
  - 3.4 COO – means the Chief Operating Officer for the CETC or his/her designate;
  - 3.5 Town – means the Town of Drayton Valley; and
  - 3.6 Town Council – means the municipal Council for the Town of Drayton Valley.

## **PURPOSE OF THE COMMITTEE**

4. The Committee works within and helps shape the vision, strategic planning and policy framework of the Town of Drayton Valley where economic development is concerned. In addition, the Committee promotes and supports economic and business development, and markets and promotes the community of Drayton Valley and its events and attractions.
5. The Committee's purposes include:
  - 5.1 consideration of projects and strategies in support of economic development in Drayton Valley;
  - 5.2 promotion of Drayton Valley as an attractive location in which to live and do business;
  - 5.3 advocating for a strong and viable community identity for Drayton Valley;
  - 5.4 encouraging community involvement in matters and projects related to economic development including public forum workshops;
  - 5.5 promoting research and analysis of information relevant to economic development in Drayton Valley; and
  - 5.6 designing, developing, implementing, monitoring, evaluating, and reporting on projects in support of the strategic economic priorities of the Town, as determined by Town Council.

## **COMPOSITION OF THE COMMITTEE**

6. The Committee is comprised of all members of Town Council.
7. The Committee shall supervise and direct the COO of the CETC, and shall direct the activities of the Economic Development portfolio, to give effect to the above stated purposes and mandate within the approved budgetary envelopes for these functions, as approved annually by Town Council.
8. The Committee's composition and this Bylaw will be reviewed on a yearly basis after the Organizational Meeting of Town Council that is held annually in October.

## **COMMITTEE PROCEDURES**

9. The Mayor will serve as the Chair of the Committee. If the Chair is not available, the Deputy Mayor shall act as the alternate Chair.
10. The Committee shall meet on an as needed basis on the call of the Chair.
11. The Committee may establish one or more sub-committees to conduct research, obtain and summarize public input, or to obtain specialized expertise and provide reports on those matters to the Committee.
12. Prior to the Annual Organizational Meeting, the Committee shall review this Bylaw annually and make recommendations for amendments to Town Council for approval by Town Council.
13. Guiding documents for the Committee include but are not limited to the Board and Committees to Council Policy C-05-14, Public Consultation and Communication Policy A-04-17, Accountability and Transparency Policy C-01-17, and the Town's Economic Development Strategy, each as may be amended or replaced from time to time.

## **LIMITATIONS**

14. Notwithstanding clause 7 above, neither the Committee, nor any member thereof, shall have the power or authority to pledge the credit of the Town in connection with any matter whatsoever, nor shall the said Committee or any member thereof have the power to authorize an expenditure to be charged against the Town or any of its agencies, corporations, managers or other committees of Town Council.

## **INTERPRETATION**

15. Words used in the singular include the plural and vice-versa.
16. When a word is used in the masculine or feminine it will refer to either gender.
17. Words used in the present tense include the other tenses and derivative forms.

**SEVERABILITY**

18. If any provision of this Bylaw is held to be invalid by a court of competent jurisdiction, that decision will not affect the validity of the remaining provisions of the Bylaw.

**AND THAT** this Bylaw shall have force and come into effect from and after the date of third reading thereof.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A. D.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A. D.

Read a third and final time this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A. D.

\_\_\_\_\_  
MAYOR

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

## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>WinterFest Addition to Town Insurance</b>
<b>MEETING DATE:</b>	December 20, 2017
<b>SUBMITTED BY:</b>	60 <sup>th</sup> Anniversary Ad-Hoc Committee

### PROPOSAL AND BACKGROUND:

On Sunday, December 31, 2017, the 60<sup>th</sup> Anniversary Ad-Hoc Committee of the Town of Drayton Valley together with community volunteers will host a WinterFest, located at the Discovery Park between the hours of 1:00-4:00 p.m. and concluding with fireworks at Lions West Valley Park in the evening.

The Town's insurer has indicated that activities or events endorsed by a resolution of Council will be recognized as an insured event under the Town's insurance policy, thereby minimizing the need for Special Event Insurance.

### OPTIONS AND ALTERNATIVES, WITH ANALYSIS:

- A. The Town of Drayton Valley accepts and endorses the WinterFest as a community event to be included under the Town's insurance coverage. This would limit costs associated with Special Event Insurance which would otherwise be required.
- B. That the Town of Drayton Valley declines the request for inclusion of the WinterFest as a community event under the Town's insurance coverage. As a result, the Committee would be required to acquire its own Special Event Insurance at its cost.

### BUDGET / RESOURCE IMPLICATIONS:

There is no budgetary impact for the Town to endorse an event for inclusion under its insurance coverage. Should the WinterFest not be included, the Committee would be required to purchase Special Event Insurance.

### RECOMMENDATION:

That Council considers endorsing the WinterFest as an insured activity of the Town of Drayton Valley.



**LINKAGE TO MUNICIPAL POLICIES, PLANS, OR ESTABLISHED PRIORITIES:**

The Social Development Plan, through its objectives, sets out to:



- use the power of local organizations, including service clubs and private enterprises;
- make the most of non-traditional assets such as parks, green spaces, and community pride;
- build resilience in the community; and
- improves the community's quality of life.

**POTENTIAL MOTIONS:**

1. That Council endorse the December 31, 2017, WinterFest as an insured event of the Town of Drayton Valley.
2. That Council not endorse the December 31, 2017, WinterFest as an insured event of the Town of Drayton Valley.

**MOTION REQUESTED:**

I move that Council endorse the Winter Festival as an insured event of the Town of Drayton Valley.

Report Prepared By:		Report Reviewed By:	
			
Name:	Sabine Larcher	Name:	Pam Livingston
Title:	Administrative Assistant	Title:	Director of Corporate Services

Report Routed to Council By:



## Information Items

9 Information Items

Pages 66-84

9.1	Traffic Advisory Committee Meeting Notes – October 24, 2017	67-68
9.2	Drayton Valley Legacy Project – November 9, 2017	69-70
9.3	Childcare Operational Board Minutes – September 28, 2017	71-75
9.4	Drayton Valley Brazeau County Fire Services – November 2017 Stats	76-77
9.5	RCMP Stats – November 2017	78-84

**MOTION:**

I move that Town Council accept the above items as information.



*Traffic Advisory Committee Meeting*  
*Tuesday October, 24<sup>th</sup>, 2017 @ 6:30 p.m.*  
*Town of Drayton Valley Conference Room #1*

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## Meeting Notes

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**Present:** Erin Felker, Pam Balke, Sheldon Fuson, Tom Thomson, Dwight Dibben  
**Absent:** Malcolm Callihoo

**1.0 Call to Order**

Chair Fuson called the meeting to order at 6:33 pm

**2.0 Additions or Deletions to Agenda**

There were no additions or deletions to the agenda.

**3.0 Adoption of Agenda**

The agenda was adopted as presented.

**4.0 Approval of Committee Meeting Notes**

September 19<sup>th</sup>, 2017 notes were accepted as presented.

**5.0 Discussion Items**

**5.1 Data speed/volume collection update** – list of locations of past data collection were provided as well as dates – data collection to be done one more time prior to Nov. 27<sup>th</sup> meeting - locations were selected based on past Automated Traffic Enforcement program, the most important being the school zones involved. Committee will have a role in input to Council about traffic pattern trends from data collected.

**5.2 Traffic Light Study request outcome** – Committee was advised that Can-traffic does a yearly audit as a matter of service provision. Is there something specific committee would like addressed by this audit? Traffic counts at various intersections to support the time of signal phases would be preferred. When was the last time a traffic count was done at intersections with traffic lights? Further discussion will occur with Engineering about this possible study and what is possible with Can-traffic and what is not.

**5.3 Future road connections** - discussed the issue of two schools, Aurora and HW Pickup, that currently only have one way in and one way out – this is not best practice for safety reasons – Town would need to look at most logical locations of development to accommodate a secondary access to each school or an emergency access. This development is further into the future, but Committee would be interested in having some input into the Municipal Development Plan. Ongoing future consideration

*Traffic Advisory Committee Meeting  
October 24<sup>th</sup>, 2017*

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**6.0 Other Business**

- 6.1 Traffic Control Review – believe most changes have taken place that were recommended and support from Committee as per McElhanney report
- 6.2 Traffic Advisory Committee Board Vacancy – still no applications for vacancy – with new Council and Mayor now in place future of committee will be determined once organizational meetings are complete

**7.0 Information items**

**8.0 Items for Next Meeting**

- 8.1 Speed/Volume Data presentation
- 8.2 Youth Conference outcomes
- 8.3 Traffic Light Study request
- 8.4 Budget Items

**9.0 Next Meeting Date**

November 27<sup>th</sup>, 2017 at 11:00 a.m.

**10.0 Adjournment**

The meeting was adjourned at 7:30 p.m.  
Carried

**General Meeting  
Drayton Valley Legacy Project  
November 9, 2017**

**Present:**

Colleen Andersen	<a href="mailto:c_or_c@telusplanet.net">c_or_c@telusplanet.net</a>	780-542-2787
Connie Stuhl	<a href="mailto:accutron56@gmail.com">accutron56@gmail.com</a>	780-542-9288
Pamela Schaub	<a href="mailto:pamscha@yahoo.ca">pamscha@yahoo.ca</a>	780-542-1602
Bill Cavanagh	<a href="mailto:rockyrapids@gmail.com">rockyrapids@gmail.com</a>	780-621-9126
Dana Crawford	<a href="mailto:illadv@draytonvalley.ca">illadv@draytonvalley.ca</a>	780-514-2331

**Regrets:**

Councillor Bill Ballas	<a href="mailto:bballas@draytonvalley.ca">bballas@draytonvalley.ca</a>	
Graham Long	<a href="mailto:glong2@yahoo.com">glong2@yahoo.com</a>	780-898-5494

1. **Welcome** – Colleen welcomed everyone and called the meeting to order at 7:00 p.m.

2. **Agenda:**
  - a. Addition/Deletions  
No additions or deletions

- b. Approval of the Agenda

**MOVED by Dana Crawford that the agenda be approved as presented.**

**Seconded by Bill Cavanagh**

3. **Minutes of Last General Meeting**
  - a. Errors or Omissions – no errors noted for the October 12, 2017 minutes.

- b. Approval of the Minutes

**MOVED by Bill Cavanagh that the minutes of the September 14, 2017 meeting be approved as presented.**

4. **Old Business**
  - a. Financial report – Bill – We have \$25,607.07 in the bank. The cheque has been sent to Consentia. Colleen and Connie attended the Drayton Valley Community Foundation luncheon where a cheque for \$1000 was presented. A final report is to be submitted within 60 days.

**MOVED by Pam Schaub to accept the Financial report as information.**

- b. Consentia MOU – The group does not agree to the Memorandum of Understanding as it is written. There are many statements that are contradictory. Colleen and Bill C. will meet and rewrite the Memorandum of Understanding then submit to Consentia for their approval before it is to be signed off. The invoices that have been paid are not specific. They only state the number of images. We need to know what years have been invoiced and paid for before we move forward.

- c. OCR – Bill C. was given DVDs that have been unencrypted. He will check into the OCR of these and report back.

- d. Write Stuff Stories – Colleen has been asked to return the stories that were provided by the Write Stuff of interviews of Sunrise Village as there are some errors.
- 5. **Correspondence** – no correspondence received.
- 6. **Reports**
  - a. Volunteer Hours – please remember to record your volunteer hours.
- 7. **Adjournment** – Colleen Andersen moved that the meeting be adjourned at 8:10 p.m.

**Next meeting December 14, 2017 at 7:00 p.m. at the Royal Canadian Legion.**

Town of Drayton Valley  
Childcare Operational Board



Thursday, September 28, 2017  
9:30 a.m. – Boardroom 1 – Civic Centre

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## Minutes

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### **THOSE PRESENT:**

Marilyn Buchan, Committee Chair  
Darlene Ferris, Community Member  
Annette Driessen, Director of Community Services  
Bernice Taylor, Program Manager  
Samantha Strauss, FDH Coordinator  
Cora Appleby, Administrative Assistant

### 1. Call to Order

The meeting was called to order at 9:40am by Chair Marilyn Buchan.

### 2. Agenda

#### 2.1. Additions or Deletions

There were no additions or deletions made to the agenda.

#### 2.2. Approval of Agenda

**MOTION BY Darlene Ferris to approve the September 28, 2017 agenda as presented.**

**CARRIED**

### 3. Minutes from the August 31, 2017 Meeting

#### 3.1. Approval

**MOTION BY Darlene Ferris to approve the minutes of the August 31, 2017 meeting as presented.**

**CARRIED**

### 4. Business Arising

#### 4.1. Update Registration Status - ECDC and Day Home

Bernice Taylor reported that there are currently 38 children enrolled that reside within the Town and 34 children enrolled that reside within in the County. There is currently 44% enrolment from Brazeau County.

**~ ACTION ITEM ~ Bernice Taylor will send the info graphic to all of the Board Members as information.**

Samantha Strauss reported that there are currently 6 providers and 12 children enrolled.

#### 4.2. Sponsorship

Bernice Taylor reported that Banks are only sponsoring new programs through their granting process.

The following sponsorship/granting applications have been sent:

- Wal-Mart
- Weyerhaeuser
- Atco Gas
- Will be presenting to 100 Women Who Care in December

The Board discussed other funding opportunities that may be available.

**~ ACTION ITEM ~ Bernice Taylor will look into Husky, Patty Cake Factory Project Uplift, Shriners, Drayton Valley Community Foundation, Royal Canadian Legion, Alberta Treasury Branch (I-pads), CAPP and CUPE.**

**~ ACTION ITEM ~ Darlene Ferris will send information on the McConnell Foundation to Bernice Taylor.**

Bernice Taylor discussed with the Board the possibility of parents creating a fundraising sub-committee of parents/community members called the "Friends of ECDC" to help raise funds for the centre. This would be strictly an initiative of the parents.

#### 4.3. Board Vacancy - Update

Marilyn Buchan reported that no progress on recruitment has been made.

The Board discussed different possible members.

**~ ACTION ITEM ~ Bernice Taylor will approach Sherri Urchyshyn, Primary Care Network and the Health Unit for a possible board member.**

#### 4.4. FDHA- Closure - Update

Annette Driessen reported that all of the appropriate bodies have been notified of the contract termination, which will be effective as of December 31, 2017.

Annette Driessen informed the board of the progress being made.

Bernice Taylor explained the termination process.

### 5. Other Business

#### 5.1. Policies

Tabled till next meeting.

#### 5.2. Financial Statement - Attached

Annette Driessen presented the Financial Statement.



Bernice Taylor reported that subsidies have not been increase for the last 7 years.

~ ACTION ITEM ~ Cora Appleby will send a copy of the proposed 2018 budget to the board.

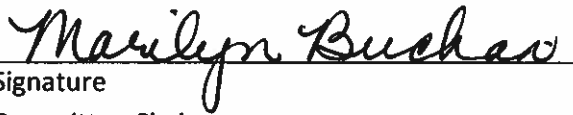
5.3. General Correspondence  
Nothing to report at this time.

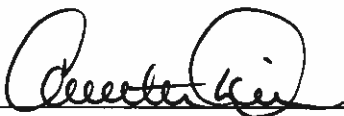
6. Next Meeting Date  
The next meeting date will be on November 23, 2017 at 9:30am.

7. Adjournment

MOTION BY Chair Marilyn Buchan to adjourn the meeting.

TIME: 10:54am

  
\_\_\_\_\_  
Signature  
Committee Chair

  
\_\_\_\_\_  
Signature  
Town of Drayton Valley



**35** Parents have registered their children so they could enrol in secondary studies!

Collaborated with Universities researching nutrition and mental health topics for Alberta Children

**3**



More than **20** partnerships have been formed with community business and agencies; all engaged in quality child care.



"it takes a village to raise a child"

# EARLY CHILDHOOD DEVELOPMENT CENTRE

REVENUES	2016 Actual	2017 Approved	2017 YTD	2018 Proposed
	Budget	Budget	Aug. 31, 2017	Budget
User Fees - ECDC	\$ 512,939.42	\$ 713,670.00	\$ 365,273.29	\$ 776,015.40
Provincial Gov't Grants ECDC	\$ 196,143.79	\$ 30,116.00	\$ 128,150.02	\$ 25,000.00
Staff Support Subsidies ECDC	\$ 153,221.23	\$ 160,535.00	\$ 102,135.25	\$ 188,000.00
Local Gov't Agencies Grants ECDC	\$ -	\$ 40,000.00	\$ -	\$ 50,000.00
Fundraising / Donations ECDC	\$ 87,870.10	\$ 40,000.00	\$ 28,759.00	\$ 15,000.00
User Fees Dayhome	\$ 99,633.00	\$ 126,618.00	\$ 65,609.94	\$ -
Provincial Gov't Grants FDHA	\$ 59,771.23	\$ 73,846.00	\$ 29,991.27	\$ -
Staff Subsidies FDHA	\$ 54,734.46	\$ 57,685.00	\$ 30,051.25	\$ -
Local Gov't Agencies Grants FDHA	\$ -	\$ -	\$ -	\$ -
<b>PROPOSED REVENUES:</b>	<b>\$ 1,164,313.23</b>	<b>\$ 1,242,470.00</b>	<b>\$ 749,970.02</b>	<b>\$ 1,054,015.40</b>

EXPENDITURES	2016 Actual	2017 Approved	2017 YTD	2018 Proposed
	Budget	Budget	Aug. 31, 2017	Budget
Wages - ECDC	\$ 834,914.74	\$ 899,678.00	\$ 632,402.22	\$ 906,900.00
Benefits - ECDC	\$ 178,398.53	\$ 186,262.00	\$ 125,799.74	\$ 181,000.00
Prof & Gen Services - ECDC	\$ 49,051.57	\$ 23,500.00	\$ 21,735.28	\$ 23,500.00
Repairs & Maintenance	\$ 7,233.07	\$ 10,000.00	\$ 2,706.51	\$ 10,000.00
Insurance	\$ 2,156.61	\$ 2,000.00	\$ 2,239.07	\$ 2,000.00
General Supplies	\$ 59,182.65	\$ 70,000.00	\$ 34,274.91	\$ 62,000.00
Utilities	\$ 13,952.31	\$ 14,000.00	\$ 9,525.39	\$ 14,000.00
Debentures	\$ 36,936.47	\$ 42,000.00	\$ 17,912.08	\$ 32,641.15
Vermilion Project	\$ 3,803.98	\$ -	\$ 2,148.73	\$ -
Salaries/Wages - Family Day Home	\$ 38,928.79	\$ 75,334.00	\$ 40,739.26	\$ -
Benefits - Family Day Home	\$ 8,175.58	\$ 17,395.00	\$ 9,820.30	\$ -
Prof & Gen Services - Family Day Home	\$ 161,496.37	\$ 146,000.00	\$ 90,284.61	\$ -
General Supplies - Family Day Home	\$ 767.57	\$ -	\$ 95.00	\$ -
<b>PROPOSED EXPENDITURES:</b>	<b>\$ 1,394,998.24</b>	<b>\$ 1,486,169.00</b>	<b>\$ 989,683.10</b>	<b>\$ 1,232,041.15</b>
<b>PROJECTED SURPLUS/DEFICIT:</b>	<b>\$ (230,685.01)</b>	<b>\$ (243,699.00)</b>	<b>\$ (239,713.08)</b>	<b>\$ (178,025.75)</b>



## **DRAYTON VALLEY/BRAZEAU COUNTY FIRE SERVICES**

### **Office of the Fire Chief**

P.O. Box 6837  
5120-52 Street  
Drayton Valley, Alberta  
T7A-1A1

Main: (780) 514-2216  
Fax: (780) 514-2244

### **November 2017 Stats**

#### **Town of Drayton Valley/ Brazeau County**

Fire Calls- 4

Rubbish and Grass Fires- 1

Motor Vehicle Collisions-7

Rescue Calls- 0

Alarm Calls- 12

Assist another Agency- 3

Misc Calls- 4

**Total- 31**

#### **Town of Drayton Valley**

Fire Calls- 1

Rubbish and Grass Fires- 1

Motor Vehicle Collisions- 0

Rescue Calls- 0

Alarm Calls- 8

Assist another Agency-2

Misc Calls- 4

**Total- 16**



## **DRAYTON VALLEY/BRAZEAU COUNTY FIRE SERVICES**

### **Office of the Fire Chief**

P.O. Box 6837  
5120-52 Street  
Drayton Valley, Alberta  
T7A-1A1

Main: (780) 514-2216  
Fax: (780) 514-2244

### **Brazeau County**

Fire Calls- 3

Rubbish and Grass Fire- 0

Motor Vehicle Collisions- 7

Rescue Calls- 0

Alarm Calls- 4

Assist another Agency- 1

Misc Calls-0

**Total- 15**

# Drayton Valley Municipal Detachment

## Statistical Comparison

### January to November: 2013 - 2017

All categories contain "Attempted" and/or "Completed"

December-05-17








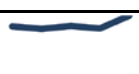





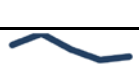


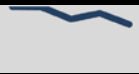






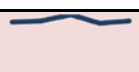


CATEGORY	Trend	2013	2014	2015	2016	2017
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		2	8	6	4	5
Sexual Assaults		3	8	7	11	16
Other Sexual Offences		2	5	3	9	8
Assault		135	139	104	81	109
Kidnapping/Hostage/Abduction		2	2	1	1	4
Extortion		0	1	0	1	0
Criminal Harassment		17	21	22	14	23
Uttering Threats		44	39	43	27	39
Other Persons		0	0	0	0	0
<b>TOTAL PERSONS</b>		<b>205</b>	<b>223</b>	<b>186</b>	<b>148</b>	<b>204</b>
Break & Enter		62	70	69	88	109
Theft of Motor Vehicle		76	90	63	64	90
Theft Over \$5,000		8	11	11	6	11
Theft Under \$5,000		339	315	247	253	322
Possn Stn Goods		31	50	25	30	45
Fraud		43	49	49	49	70
Arson		1	1	2	0	4
Mischief To Property		275	323	256	166	208
<b>TOTAL PROPERTY</b>		<b>835</b>	<b>909</b>	<b>722</b>	<b>656</b>	<b>859</b>
Offensive Weapons		12	25	19	15	14
Public Order		1	0	0	0	0
Disturbing the peace		142	88	71	37	90
<b>OTHER CRIMINAL CODE</b>		<b>196</b>	<b>228</b>	<b>205</b>	<b>159</b>	<b>178</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>351</b>	<b>341</b>	<b>295</b>	<b>211</b>	<b>282</b>
<b>TOTAL CRIMINAL CODE</b>		<b>1,391</b>	<b>1,473</b>	<b>1,203</b>	<b>1,015</b>	<b>1,345</b>

## Drayton Valley Municipal Detachment

### Statistical Comparison

### January to November: 2013 - 2017


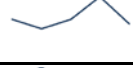

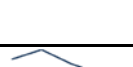
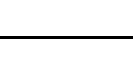
All categories contain "Attempted" and/or "Completed"


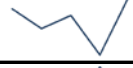



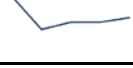
CATEGORY	Trend	2013	2014	2015	2016	2017
Drug Enforcement - Production		0	0	0	0	1
Drug Enforcement - Possession		42	69	41	29	41
Drug Enforcement - Trafficking		22	19	27	12	13
Drug Enforcement - Other		0	1	0	4	1
<b>Total Drugs</b>		<b>64</b>	<b>89</b>	<b>68</b>	<b>45</b>	<b>56</b>
Federal - General		10	6	8	7	17
<b>TOTAL FEDERAL</b>		<b>74</b>	<b>95</b>	<b>76</b>	<b>52</b>	<b>73</b>
Liquor Act		28	14	12	14	15
Other Provincial Stats		91	86	92	87	111
<b>Total Provincial Stats</b>		<b>119</b>	<b>100</b>	<b>104</b>	<b>101</b>	<b>126</b>
Municipal By-laws Traffic		7	9	8	4	6
Municipal By-laws		110	75	95	88	97
<b>Total Municipal</b>		<b>117</b>	<b>84</b>	<b>103</b>	<b>92</b>	<b>103</b>
Fatals		3	0	1	0	1
Injury MVC		8	6	8	13	7
Property Damage MVC (Reportable)		268	332	241	181	201
Property Damage MVC (Non Reportable)		35	35	35	26	28
<b>TOTAL MVC</b>		<b>314</b>	<b>373</b>	<b>285</b>	<b>220</b>	<b>237</b>
<b>Provincial Traffic</b>		<b>489</b>	<b>486</b>	<b>388</b>	<b>434</b>	<b>344</b>
<b>Other Traffic</b>		<b>11</b>	<b>3</b>	<b>10</b>	<b>16</b>	<b>15</b>
<b>Criminal Code Traffic</b>		<b>122</b>	<b>89</b>	<b>72</b>	<b>67</b>	<b>71</b>
<b>Common Police Activities</b>						
False Alarms		236	288	295	249	253
False/Abandoned 911 Call and 911 Act		95	96	112	99	102
Suspicious Person/Vehicle/Property		127	39	90	65	108
Persons Reported Missing		12	13	8	31	28
Spousal Abuse - Survey Code		130	133	148	126	133

This Report is generated from the PROS database and current scoring of files. All homicide files are not included in this report.



## Drayton Valley Municipal Detachment 5 Year Traffic Summary - January to November

January to November	Trend	2013	2014	2015	2016	2017
Fatals		3	0	1	0	1
Injury MVC		8	6	8	13	7
Property Damage MVC (Reportable)		268	332	241	181	201
Property Damage MVC (Non Reportable)		35	35	35	26	28
Total MVC		314	373	285	220	237

January to November	Trend	2013	2014	2015	2016	2017
Impaired Operation*		Currently Not Available				
Roadside Suspensions - alcohol related - No charge**		11	3	10	16	15
Occupant Restraint/Seatbelt Violations**		7	4	6	0	9
Speeding Violations**		29	19	8	121	17
Intersection Related Violations**		16	9	14	13	22
Driving without Due Care or Attention*		Currently Not Available				
Other Moving Traffic*		Currently Not Available				
Other Non-Moving Violation**		95	89	82	77	76
Other CC Traffic***		25	11	14	14	16

\*include "Cleared by Charge" and "Cleared Other"    \*\*"Actual"    \*\*\*"Reported"



# Drayton Valley Municipal Detachment

## Statistical Comparison

### November: 2013 - 2017

All categories contain "Attempted" and/or "Completed"

December-05-17

CATEGORY	Trend	2013	2014	2015	2016	2017
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		0	0	0	0	0
Sexual Assaults		0	0	0	1	2
Other Sexual Offences		0	0	0	1	2
Assault		7	19	8	8	4
Kidnapping/Hostage/Abduction		0	0	0	0	0
Extortion		0	0	0	0	0
Criminal Harassment		0	3	5	2	2
Uttering Threats		5	3	4	0	3
Other Persons		0	0	0	0	0
<b>TOTAL PERSONS</b>		<b>12</b>	<b>25</b>	<b>17</b>	<b>12</b>	<b>13</b>
Break & Enter		8	3	10	6	10
Theft of Motor Vehicle		7	6	6	5	7
Theft Over \$5,000		1	0	1	0	2
Theft Under \$5,000		33	20	28	15	33
Possn Stn Goods		4	2	3	2	5
Fraud		1	3	9	6	4
Arson		0	0	0	0	0
Mischief To Property		25	19	37	10	15
<b>TOTAL PROPERTY</b>		<b>79</b>	<b>53</b>	<b>94</b>	<b>44</b>	<b>76</b>
Offensive Weapons		0	1	2	5	1
Public Order		0	0	0	0	0
Disturbing the peace		0	9	2	2	10
<b>OTHER CRIMINAL CODE</b>		<b>23</b>	<b>21</b>	<b>18</b>	<b>13</b>	<b>8</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>23</b>	<b>31</b>	<b>22</b>	<b>20</b>	<b>19</b>
<b>TOTAL CRIMINAL CODE</b>		<b>114</b>	<b>109</b>	<b>133</b>	<b>76</b>	<b>108</b>

## Drayton Valley Municipal Detachment





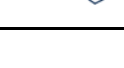
### Statistical Comparison

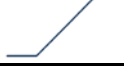


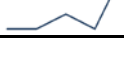

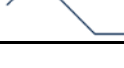
### November: 2013 - 2017

All categories contain "Attempted" and/or "Completed"

CATEGORY	Trend	2013	2014	2015	2016	2017
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		4	2	6	1	3
Drug Enforcement - Trafficking		8	3	1	2	0
Drug Enforcement - Other		0	0	0	0	0
<b>Total Drugs</b>		<b>12</b>	<b>5</b>	<b>7</b>	<b>3</b>	<b>3</b>
Federal - General		0	1	0	0	1
<b>TOTAL FEDERAL</b>		<b>12</b>	<b>6</b>	<b>7</b>	<b>3</b>	<b>4</b>
Liquor Act		0	0	2	2	0
Other Provincial Stats		8	9	6	5	9
<b>Total Provincial Stats</b>		<b>8</b>	<b>9</b>	<b>8</b>	<b>7</b>	<b>9</b>
Municipal By-laws Traffic		0	2	0	0	0
Municipal By-laws		4	7	10	4	5
<b>Total Municipal</b>		<b>4</b>	<b>9</b>	<b>10</b>	<b>4</b>	<b>5</b>
Fatals		0	0	0	0	0
Injury MVC		0	1	2	1	0
Property Damage MVC (Reportable)		31	47	30	13	29
Property Damage MVC (Non Reportable)		4	7	3	2	1
<b>TOTAL MVC</b>		<b>35</b>	<b>55</b>	<b>35</b>	<b>16</b>	<b>30</b>
<b>Provincial Traffic</b>		<b>38</b>	<b>46</b>	<b>39</b>	<b>40</b>	<b>38</b>
<b>Other Traffic</b>		<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>2</b>
<b>Criminal Code Traffic</b>		<b>14</b>	<b>9</b>	<b>8</b>	<b>8</b>	<b>4</b>
<b>Common Police Activities</b>						
False Alarms		<b>24</b>	<b>24</b>	<b>18</b>	<b>29</b>	<b>27</b>
False/Abandoned 911 Call and 911 Act		<b>5</b>	<b>15</b>	<b>11</b>	<b>10</b>	<b>10</b>
Suspicious Person/Vehicle/Property		<b>0</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>15</b>
Persons Reported Missing		<b>0</b>	<b>1</b>	<b>3</b>	<b>4</b>	<b>1</b>
Spousal Abuse - Survey Code		<b>7</b>	<b>15</b>	<b>14</b>	<b>5</b>	<b>6</b>

## Drayton Valley Municipal Detachment 5 Year Traffic Summary - Month of November

November	Trend	2013	2014	2015	2016	2017
Fatals		0	0	0	0	0
Injury MVC		0	1	2	1	0
Property Damage MVC (Reportable)		31	47	30	13	29
Property Damage MVC (Non Reportable)		4	7	3	2	1
Total MVC		35	55	35	16	30

November	Trend	2013	2014	2015	2016	2017
Impaired Operation*		Currently Not Available				
Roadside Suspensions - alcohol related - No charge**		0	0	1	2	2
Occupant Restraint/Seatbelt Violations**		0	1	0	0	3
Speeding Violations**		1	0	0	9	0
Intersection Related Violations**		0	0	1	0	4
Driving without Due Care or Attention*		Currently Not Available				
Other Moving Traffic*		Currently Not Available				
Other Non-Moving Violation**		1	14	10	8	13
Other CC Traffic***		2	4	2	0	0

\*include "Cleared by Charge" and "Cleared Other"    \*\*"Actual"    \*\*\*"Reported"

Drayton Valley Municipal Detachment

January to November: 2013 - 2017

All categories contain "Attempted" and/or "Completed"

Category	Trend	2013	2014	2015	2016	2017		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
<b>Theft Motor Vehicle (Total)</b>		76	90	63	64	90		76.6	11.9	88.5	Issue	0.2
Auto		9	4	2	6	6		5.4	2.3	7.7	Within Norm	-0.4
Truck/SUV/Van		39	56	48	47	71		52.2	10.8	63.0	Issue	5.5
Motorcycle		4	6	1	0	0		2.2	2.4	4.6	Within Norm	-1.4
Other		20	15	12	10	12		13.8	3.5	17.3	Within Norm	-2.1
Take Auto without Consent		4	9	0	1	1		3.0	3.3	6.3	Within Norm	-1.4
<b>Break and Enter (Total)</b>		62	70	69	88	109		79.6	17.0	96.6	Issue	11.2
Business		30	27	33	50	53		38.6	10.7	49.3	Issue	6.9
Residence		20	29	29	26	30		26.8	3.7	30.5	Within Norm	1.7
Cottage or Seasonal Residence		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		4	11	5	6	22		9.6	6.7	16.3	Issue	3.1
<b>Spousal Abuse</b>		130	133	148	126	133		134.0	7.5	141.5	Within Norm	-0.1
<b>Robbery</b>		2	8	6	4	5		5.0	2.0	7.0	Within Norm	0.2
<b>Assault</b>		135	139	104	81	109		113.6	21.4	135.0	Within Norm	-11
<b>Sexual Assaults</b>		3	8	7	11	16		9.0	4.3	13.3	Issue	2.9

Traffic	Trend	2013	2014	2015	2016	2017		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Impaired Operation*		Currently Not Available						Currently Not Available				
Roadside Suspensions - alcohol related - No grounds to charge**		11	3	10	16	15		11.0	4.6	15.6	Within Norm	2.1
Occupant Restraint/Seatbelt Violations**		7	4	6	0	9		5.2	3.1	8.3	Issue	0
Speeding Violations**		29	19	8	121	17		38.8	41.6	80.4	Within Norm	7.8
Intersection Related Violations**		16	9	14	13	22		14.8	4.3	19.1	Issue	1.6
Driving without Due Care or Attention*		Currently Not Available						Currently Not Available				
Other Moving Traffic*		Currently Not Available						Currently Not Available				
Other Non-Moving Violation**		95	89	82	77	76		83.8	7.2	91.0	Within Norm	-5
Other CC Traffic***		25	11	14	14	16		16.0	4.8	20.8	Within Norm	-1.5