



## Agenda

Call to Order

National Anthem

1.0	Additions to the Agenda	
2.0	Adoption of Agenda	
3.0	Corrections or Amendments:	
3.1.	February 7, 2018, Regular Meeting of Council Minutes	3-6
4.0	Adoption of:	
4.1.	February 7, 2018, Regular Meeting of Council Minutes	
5.0	Proclamations	
5.1.	<u>Children's Wish Month</u>	7-8
6.0	Delegations / Administrative Updates	
6.1.	<u>Drayton Valley Triathlon</u>	9
6.2.	<u>January 2018 RCMP Stats</u> <i>S/Sgt. Malcolm Callihoo and Sgt. Erin Matthews</i>	44-50
7.0	Decision Items	Pages 10-35
7.1.	Intermunicipal Development Plan (IDP) Conflict Resolution Information	10-20
7.2.	Road Closure Request - 7th Annual Drayton Valley Triathlon, May 12th, 2018	21-27
7.3.	Proposed Repealing Bylaw 2018/01/A	28-35
8.0	Department Reports	
8.1.	Engineering and Development	Sonya Wrigglesworth
8.2.	Community Services and FCSS	Annette Driessen
8.3.	Emergency Services	Tom Thomson
8.4.	CAO / Administration	Dwight Dibben
9.0	Council Reports	
9.1.	Councillor Gammana	
9.2.	Councillor Butz	
9.3.	Councillor Ballas	
9.4.	Councillor Peebles	
9.5.	Councillor Dodds	
9.6.	Mayor Doerksen	

10.0	Information Items	Pages 36-52
	10.1. Economic Development Committee Notes – January 24, 2018	37-39
	10.2. Sustainability Committee Notes – January 16, 2018	40-41
	10.3. Drayton Valley Brazeau County Fire Services – January 2018	42-43
	10.4. RCMP Stats – January 2018	44-50
	10.5. Councillor Dodds' Conference Report – Munis 101	51-52
11.0	Adjournment	



## Meeting Minutes

### **THOSE PRESENT:**

Mayor Doerksen  
Councillor Butz  
Councillor Ballas  
Councillor Dodds  
Councillor Gammana  
Councillor Peebles  
Pam Livingston, Director of Corporate Services  
Tom Thomson, Fire Chief  
Annette Driessen, Director of Community Services  
Sonya Wigglesworth, Acting Director of Engineering and Development  
Kevin McMillan, Senior Financial Officer  
Rita Bijeau, Executive Assistant

Chandra Dyck, Legislative Services Coordinator  
Jennifer Stone, Records Management and Communications  
Jenn Martin, Planning and Development Officer  
Vishal Sharma, Network and Systems Administrator  
Jerome Zheng, Junior System Administrator  
Cathy Weetman, Drayton Valley Western Review  
Mr. Mark Smith, MLA, Drayton Valley – Devon

### **ABSENT:**

Deputy Mayor Wheeler  
Dwight Dibben, Chief Administrative Officer

### **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 #011/18**

Councillor Gammana moved to adopt the Agenda for the February 7, 2018, Regular Meeting of Council, as presented.

**CARRIED**

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

##### **3.1. January 17, 2018, Regular Meeting of Council Minutes**

There were no corrections or amendments to the January 17, 2018, Regular Meeting of Council Minutes.

#### **4.0 Adoption of:**

##### **4.1. January 17, 2018, Regular Meeting of Council Minutes**

##### **RESOLUTION #012/18**

Councillor Peebles moved to adopt the Minutes of the January 17, 2018, Regular Meeting of Council, as presented.

**CARRIED**

**5.0 Delegations / Administrative Updates**

**5.1. Mr. Mark Smith, MLA, Drayton Valley – Devon**

Mr. Mark Smith, MLA, Drayton Valley – Devon, provided information to Council on the Alberta Hemp Alliance, the North Saskatchewan Watershed Alliance, and other matters in the region. Mr. Smith also encouraged Council and residents to speak to him about concerns.

**6.0 Decision Items**

**6.1. Mayor's Advisory Council Appointment**

**RESOLUTION #013/18**

Councillor Peebles moved that Council appoint Ms. Astrid Mitchell as a community member-at-large to the Mayor's Advisory Council for a two-year term commencing February 7, 2018, and ending October 31, 2019.

**CARRIED**

**6.2. Appointment to Exploratory Recreation and Culture Committee**

**RESOLUTION #014/18**

Councillor Gammana moved that Council appoint Councillor Ballas and Councillor Butz to an exploratory recreation and culture committee.

**CARRIED**

**6.3. Community Grants, First Quarter Allocation**

**RESOLUTION #015/18**

Councillor Dodds moved that Council award Aim for Success \$2,000.00 to help cover costs associated with the I am Empowered Women's Conference on April 14, 2018.

**CARRIED**

**RESOLUTION #016/18**

Councillor Ballas moved that Council award the Drayton Valley Skating Club \$1,500.00 to help cover costs associated with hosting the Annual Figure Skating Competition held on February 2 – 4, 2018, and the Annual Carnival being held on February 24, 2018.

**CARRIED**

**RESOLUTION #017/18**

Councillor Gammana moved that Council award the Toronto Maple Leafs Alumni Hockey Game Committee \$1,500.00 to help cover the costs associated with hosting the Toronto Maple Leafs Alumni Hockey Game - February 17, 2018.

**CARRIED**

**7.0 Department Reports**

**7.1. Engineering and Development**

Ms. Wrigglesworth provided Council with a report on snow removal. Ms. Martin provided Council with the Planning and Development annual statistics for 2017.

**7.2. Community Services and FCSS**

Ms. Driessen provided Council with a detailed report on the Community Services Department.

**7.3. Emergency Services**

Chief Thomson provided Council with a status report on the new pumper truck.

## 8.0 Council Reports

### 8.1. Councillor Dodds

- January 17<sup>th</sup> – Evergreen Elementary
- January 19-21 – CAO Discussion Meeting
- January 22 – IDP Advisory Committee
- January 24 – Eleanor Pickup Arts Centre
- January 25 – Elected Officials Course for Emergency Management
- January 25 – Joint Council Discussion
- January 29 – lunch with Honourable Shaye Anderson, Minister of Municipal Affairs
- February 1 – North Saskatchewan Watershed Alliance Meeting

### 8.2. Councillor Gammana

- January 19-21 – CAO Discussion Meeting
- January 24 – Economic Development Committee Meeting
- January 24 – MLA Meet and Greet in Warburg
- January 25 – Elected Officials Course for Emergency Management
- January 25 – Joint Council Discussion
- February 2 – Budget and Asset Management Committee Meeting

### 8.3. Councillor Butz

- January 19-21 – CAO Discussion Meeting
- January 24 – MLA Meet and Greet in Warburg
- February 2 – Budget and Asset Management Committee Meeting

### 8.4. Councillor Ballas

- January 18 – FCSS Board Meeting
- January 18 – Legacy Project Meeting
- January 24 – Economic Development Committee Meeting
- January 25 – Elected Officials Course for Emergency Management
- January 25 – Joint Council Discussion
- January 29 – lunch with Honourable Shaye Anderson, Minister of Municipal Affairs
- January 31 – Governance and Priorities Committee Meeting

### 8.5. Councillor Peebles

- January 19-21 – CAO Discussion Meeting
- January 22 – IDP Advisory Committee Meeting
- January 24 – MLA Meet and Greet in Warburg
- January 25 – Elected Officials Course for Emergency Management
- January 25 – Joint Council Discussion
- January 29 – lunch with Honourable Shaye Anderson, Minister of Municipal Affairs
- January 29 – Eagle Point Blue Rapids Parks Council Meeting
- February 2 – Alberta Hemp Alliance Meeting

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8.6. Mayor Doerksen

- Cannabis Alberta Talks Meeting
- January 25 – Elected Officials Course for Emergency Management
- January 29 – meetings with Honourable Shaye Anderson, Minister of Municipal Affairs
- February 6 – guest speaker at Grant MacEwan University

**9.0 Information Items**

9.1	Waste Management Committee Notes – September 12, 2017
9.2	Sustainability Committee Notes <ul style="list-style-type: none"><li>• September 19, 2017</li><li>• December 6, 2017</li></ul>
9.3	Economic Development Committee Notes <ul style="list-style-type: none"><li>• September 28, 2017</li><li>• December 6, 2017</li><li>• January 3, 2018</li></ul>
9.4	STAR Catholic Board Highlights – January 2018
9.5	Drayton Valley Legacy Project January 18, 2018, Meeting Notes
9.6	Drayton Valley Municipal Library Board Minutes – November 20, 2017
9.7	Budget and Asset Management Committee Meeting Notes – December 8, 2017

**RESOLUTION #018/18**

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

**CARRIED**

**10.0 Adjournment**

Mayor Doerksen adjourned the meeting at 10:01 a.m. MST.

\_\_\_\_\_  
MAYOR

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



# Town of Drayton Valley

## Proclamation Request Form

Name (s): \_\_\_\_\_

Organization: \_\_\_\_\_

Contact Number: \_\_\_\_\_ Contact E-mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Description of Proclamation requested:

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

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Additional Information Provided

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

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Please indicate any preference you have for meeting:

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Please submit your request by:

**Fax:** 780.542.5753

**E-mail:** admin-support@draytonvalley.ca

**Mail:** Box 6837, Drayton Valley, AB T7A 1A1

**In person:** 5120-52 ST  
Drayton Valley, AB

# Town of Drayton Valley

## Proclamation

### Children's Wish Month

**March 2018**

On March 1, 2018, Children's Wish Foundation kicks off a month-long campaign to celebrate the magic of a wish through 31 days of fundraising and referral recognition across Canada.

**WHEREAS** Children's Wish Foundation of Canada is the largest and only all-Canadian Wish granting charity dedicated to granting Wishes to Canadian children between the ages of three and seventeen who are diagnosed with a life-threatening illness;

**WHEREAS** Since 1984, Children's Wish has worked tirelessly to grant heartfelt wishes to nearly 25,000 children and their families;

**WHEREAS** Funds raised during the campaign will assist the Alberta and Northwest Territories chapters towards their goal of granting 130 wishes in 2018;

**NOW THEREFORE** I, Mayor Michael Doerksen, do hereby proclaim that the month of March in 2018 shall be recognized as Children's Wish Month in the Town of Drayton Valley.

DATED at the Town of Drayton Valley,  
in the Province of Alberta,  
this 28<sup>th</sup> day of February, 2018.

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







# Town of Drayton Valley

## Delegation Request Form

Name(s): Town of Drayton Valley Triathlon  
 Organization: Community Services- Park Valley pool  
 Contact Number: 780-514-2225 Contact E-mail: Inienaber@draytonvalley.ca  
 Mailing Address: Box 6837 Drayton Valley AB. T7A 1A1

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)

The new council may require an introduction to the Triathlon. This community event is affordable for families, promoting health active lifestyles.

Additional Information Provided

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

Please indicate any preference you have for meeting:

Council meeting after February 12th /18

Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST

	<b>BRAZEAU COUNTY</b> <b>REQUEST FOR JOINT COUNCIL DECISION – Brazeau</b> <b>County and Town of Drayton Valley</b>			
SUBJECT:	Intermunicipal Development Plan (IDP) Conflict Resolution Information			
DATE TO TOWN:	February 28, 2018			
DATE TO COUNTY:	March 6, 2018			
SUBMITTED BY:	IDP Project Manager, Martino Verhaeghe 			
ENDORSED BY:	Director of Planning & Development, Martino Verhaeghe 			
REVIEWED BY CAO:				
FILE NO:	18A-002			
Report/Document	Attached <input checked="" type="checkbox"/> X <input type="checkbox"/>	Available <input type="checkbox"/>	Nil <input type="checkbox"/>	

### **RECOMMENDED ACTIONS:**

That Council accept the attached Conflict Resolution Issue Paper as information.

#### **1. TOPIC DEFINED**

##### **Executive Summary/Key Issue(s)/Concepts Defined:**

On January 22, 2018 both Town and County Councils met with McElhanney to discuss the IDP project. An outcome of the meeting determined knowledge of dispute resolution options and the historical issues between the municipalities may not be consistently understood by each Council. As such, McElhanney has provided the Issues Paper – Conflict Resolution Relating to Intermunicipal Development Plans in Alberta which is attached as Appendix A.

##### **Relevant Policy:**

N/A

##### **Strategic Relevance:**

Bringing both Councils to a common understanding of the dispute resolution process will increase the efficiency of the IDP discussions and ensure a better understanding of the processes being adopted. Understanding will facilitate a streamlined resolution process each community can agree with to address any future intermunicipal disputes regarding Statutory Plan and Land Use Bylaw approvals.

## 2. RESPONSE OPTIONS

Option	Analysis
a. Council accept the attached Conflict Resolution Issue Paper as information.	- The Core group will draft the conflict resolution strategy based on a model provided by McElhanney, consistent with other IDPs used by Alberta Municipalities.
b. Council reviews the attached and provide constructive options for a Conflict resolution process.	- Council will provide administration with suggestions, which the Core group can use to prepare a conflict resolution process for incorporation into the IDP.
c. Council requires more information.	- Defer/table request. - Project is delayed.

### **Preferred Strategy/Outcome:**

Option a. – That Council accept the attached Conflict Resolution Issue Paper as information.

## 3. IMPLICATIONS OF RECOMMENDATIONS

### **Organizational:**

The IDP conflict resolution process will assist both Municipalities by providing a vehicle for resolving Intermunicipal disputes in an orderly and timely manner.

### **Financial:**

N/A

### **Attachments:**

Appendix A: Issues Paper – Conflict Resolution Relating to Intermunicipal Development Plans in Alberta.



## Issues Paper – Conflict Resolution Relating to Intermunicipal Development Plans in Alberta

### 1. Introduction

#### Scope

The following issues paper broadly reviews intermunicipal conflict resolution planning practices across Alberta and takes into consideration the intermunicipal needs of the Town of Drayton Valley (the Town) and Brazeau County (the County). It considers the current approach within the existing Intermunicipal Development Plan (IDP) and then identifies additional approaches and tactics that are used to enable intermunicipal planning and service delivery from across the province.

#### Questions for Consideration

While IDPs contain the policies and practices for long-term planning, development and service delivery, their purpose is also to establish intermunicipal governance practices to address and solve disputes that may arise.

Understanding the end goal of updating the IDP, the following should be considered through this process:

- What does collaboration mean and what elements go into a healthy intermunicipal relationship?
- How can a collaborative relationship be approached in a way that limits costs and maximizes benefits for residents from both the Town and the County?
- Beyond future growth projects and land-use practices, what needs to be addressed by the IDP?
- Does the IDP in its current form provide an functioning conflict resolution process?

### 2. Current Practice in Alberta

The following section summarizes a scan of current practices used by municipalities in Alberta to enable intermunicipal collaboration and coordination of planning and service delivery.

#### Dispute Resolution Framework

A formal dispute resolution process is a mandatory component of an IDP under the Municipal Government Act (MGA). At minimum, all IDPs contain provisions for dispute resolution that outline the process to address and resolve any intermunicipal disputes that may arise over land use redesignation applications.

A detailed framework lays out the process step by step, identifying roles, responsibilities and associated timeframes. Generally, first steps include negotiations between Administrations with the goal to resolve the dispute by identifying mutually beneficial opportunities. If the dispute is not able to be resolved at an administrative level, the framework escalates it to the next step.

Across Alberta, joint or intermunicipal committees are a common practice and are often identified as the next step in the dispute resolution framework. Where these committees don't exist, the next step typically includes consulting each municipality's council. If no agreement is reached at that stage, the dispute continues to the next step, mediation.

Dispute resolution frameworks vary greatly, and some are more successful than others at developing a process that works for municipalities both individually and collectively. **Figure 1** shows an example of a dispute resolution flowchart that outlines roles, responsibilities and timelines associated.

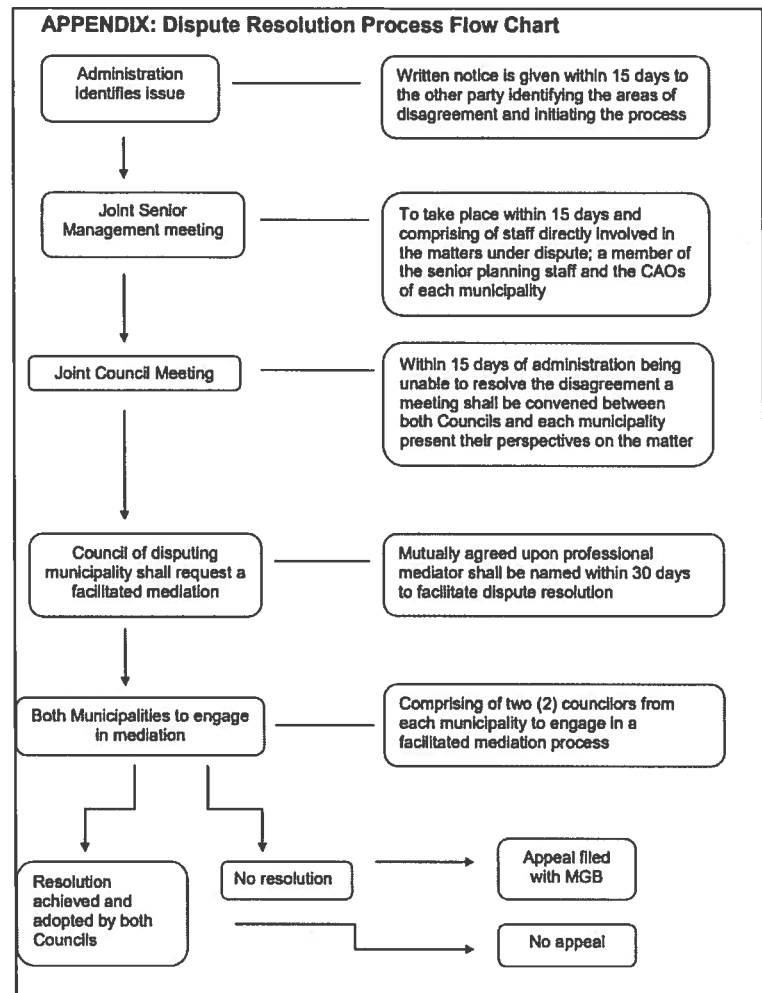


Figure 1: Dispute Resolution Flowchart Example

### What is an Intermunicipal Dispute?

Section 690 of the MGA states that an intermunicipal dispute may be appealed to the Municipal Government board if a municipality "is of the opinion that a statutory plan or amendment or a land use bylaw or amendment adopted by an adjacent municipality has or may have a detrimental effect on it".

The MGA specifically does not include decisions of a Subdivision Authority (applications for subdivision) or Development Authority (development permit applications) as a mechanism for intermunicipal dispute. The duties of a Subdivision Authority and Development Authority are delegated through sections 623 and 624 of the MGA to administration or another designated body (example: Municipal Planning Commission). Therefore, the intermunicipal dispute process specifically applies to the following:

- New or amendments to Municipal Development Plans.
- New or amendments to Area Structure Plans.

- New or amendments to Area Redevelopment Plans.
- New or amendments Land Use Bylaws.

With respect to duties of a Subdivision Authority and Development Authority, there are mechanisms available to councils to ensure intermunicipal coordination, including:

- Intermunicipal Planning Commissions (IMPC) to act as a Subdivision Authority and/or Development Authority (MGA section 626).
- Intermunicipal Subdivision and Development Appeal Board (ISDAB) to hear appeals on decisions made by the Subdivision Authority and/or Development Authority (MGA section 267).

IMPCs and ISDABs may be established through agreement between one or more municipalities.

### **Intermunicipal Planning Commissions and Intermunicipal Subdivision and Development Appeal Boards**

IMPCs are a development authority for subdivision and discretionary use development permit applications for the IDP fringe areas. Beyond applications, the commission can also meet to discuss issues of mutual concern that relate to the IDP.

Typically, IMPCs are made up with members from administration and council from both municipalities appointed by council; with some IMPCs also including public members. The mixed membership allows for open communication with perspectives represented from each municipality. IMPCs often prevent disputes from escalating beyond the commission level and allow for plans to be reviewed and discussed by both municipalities in a structured setting.

Where IMPCs exist, they are often (but not required) to be supported by an ISDAB.

Examples:

- Town of Slave Lake / M.D. of Lesser Slave River
- Mountain View County with each of the 5 Towns: Olds, Didsbury, Carstairs, Sundre, and Cremona
- Kneehill County./ Town of Three Hills

### **Regional Services Commissions**

Under Part 15.1 of the MGA, if two or more municipalities want to provide joint services they can request that the province approve a regulation to establish a service commission. With about 70 RSCs in Alberta, they allow for municipalities to work collaboratively with each other to deliver effective and accessible services that respond to the needs of their communities. The types of services that can be administered through a regional commissions include:

- Administrative and assessment services
- Emergency and Family and Community Support services
- Economic development and housing services
- Recreation and parks management services



- Planning, transit, and airport services
- Water, wastewater, and solid waste management services

Regional service commissions allow for the management of service delivery to function within a structured body who's purpose is to work together to benefit residents of all participating municipalities. Generally, disputes related to the services provided can be resolved within the commission; however, disputes can still escalate to the Municipal Government Board (MGB).

Examples:

- City of Spruce Grove, Town of Stony Plain and Parkland County – Capital Region Parkland Water Services Commission
- Athabasca County, M.D. of Lesser Slave River, Village of Boyle, and Town of Athabasca – Athabasca Regional Waste Management Services Commission
- M.D. of Spirit River, Town of Spirit River, and Village of Rycroft – Central Peace Fire and Rescue Commission

## **Joint Committees**

Beyond establishing an IMPC, it is common practice for an intermunicipal planning committee to be created in an advisory capacity. Unlike an IMPC these committees are not development authorities and only provide recommendations on proposals as they related to intermunicipal planning matters. Different configurations of committees are used throughout Alberta to address and resolve planning for IDP fringe areas and long-term intermunicipal development. They establish a central forum for intermunicipal conversations to take place and increase the lines of communication between the municipalities. Configurations used in Alberta include:

### **■ Intermunicipal Joint Administration Committees**

In some instances, municipalities have created committees comprised of administration only. Typically, these committees include Directors of Planning, Planners, Development Officers and when required CAO's. The purpose is to address all matters that can solved on an administrative level and provide a forum for intermunicipal communication and collaboration between administration.

Example: County of Stettler No. 6 / Town of Stettler

### **■ Intermunicipal Joint Council Committees**

Recognizing the importance of having a mechanism for council to discuss matters of mutual interest, some municipalities employ a joint council committee. Comprised of members of both councils, the committee facilitates intermunicipal communication and information sharing.

Example: St. Albert / Sturgeon County

### **■ Intermunicipal Joint Administration and Council Committees**

In addition to administration-only and council-only committees, some municipalities have created committees that include both members of administration and council. These

committees allow for increase the level of awareness and communication to occur between both councils and administration.

Example: MD of Foothills with each surrounding municipality including Longview, Turner Valley, Black Diamond, and High River

### 3. Relevant Precedent Examples

The following are examples from across Alberta of where collaboration protocols and agreements have been included in IDPs or other municipal policies to mitigate conflict escalation.

#### Intermunicipal Development Plans

##### ***County of Red Deer & City of Red Deer - Intermunicipal Development Plan***

- The IDP recognizes that the City will in the future govern the lands currently within the County. With that mutual understanding, the dispute resolution explicitly states that "*the County shall not proceed to process the proposal, amendment or application until resolution of the disagreement has been determined.*"
- The dispute resolution employs an ISDAB and Intermunicipal Disagreement Resolution Board in order to address disputes.

##### ***Town of Grimshaw, Municipal District of Peace No. 135 and Village of Berwyn - Lac Cardinal Intermunicipal Development Plan***

- Outlines an Intermunicipal Development Plan Committee including functions, notification and meeting schedule.
- Dispute resolution framework contains timeline and responsibilities with the purpose of resolving the dispute at the municipal level prior to an appeal within the best interest of the municipalities but also the land owners who application may have prompted the dispute.

##### ***Town of Okotoks, Municipal District of Foothills - Intermunicipal Development Plan***

- The dispute resolution is proactive in that it clearly outlines that the responding municipality clearly identifies the specific issue with suggestions on how to address the issues when responding to an application in the IDP area. It also includes the option for a public hearing in stage one.
- Involves a formally appointed committee at the administration level which follows an process outlined within the IDP in order to pick a preferred option for resolution. If it can't be resolved through administration, it is submitted to the Intermunicipal Committee to seek resolution prior to resulting in mediation or a 690 appeal process.
- Outlines specific requirements regarding Development Permits and Subdivision Applications.



### **Planning Agreements & Collaborative Framework Examples**

In addition to dispute resolution processes outlined in IDPs, municipal partners often develop additional agreements for intermunicipal conflict resolution to promote collaboration and mitigate the need for mediation and appeals.

#### ***Municipal District of Peace No. 135 & Town of Peace River - Inter-Municipal Cooperation Agreement***

- Comprehensively outlines the functions and processes related to intermunicipal planning including the Inter-Municipal Cooperation Committee, the Joint Land-Use Planning Framework, identifies joint planning areas and joint benefitting areas, a cost sharing funding formula, and process for mediation and arbitration.

#### ***Rocky View County & The Town of Cochrane - The Rancho House Accord***

- Extensively details aspects of intermunicipal collaboration starting with the intent and principles of the accord. It also includes roles, responsibilities and protocols for the intermunicipal relationship.

#### ***Municipal District of Foothills & Town of Okotoks - Joint Planning Agreement***

- Building on past successes, the agreement provides the framework for long-term partnership by outlining principles, common interests and desired outcomes. It speaks specifically to the management of development and growth with an action plan that identifies priorities by specific joint areas.

#### 4. Brazeau County & Town of Drayton Valley's IDP

##### Current Situation

The current IDP between Brazeau County and the Town of Drayton Valley was adopted as a condition of the 2010 / 2011 Annexation Settlement Agreement and the corresponding Memorandum of Understanding (MOU). A set of 'Protocols of Principles' (Figure 2) were included as a Schedule in the MOU. Signed by the Mayor, Reeve and CAO from both municipalities, the Protocols endeavor to establish principles of cooperation and collaboration between the County and the Town when working together.

An effort to consider intermunicipal planning was also contained in Section 2 of the Memorandum of Understanding. It agrees to explore intermunicipal opportunities including Service Delivery Modeling and Governance Modeling.

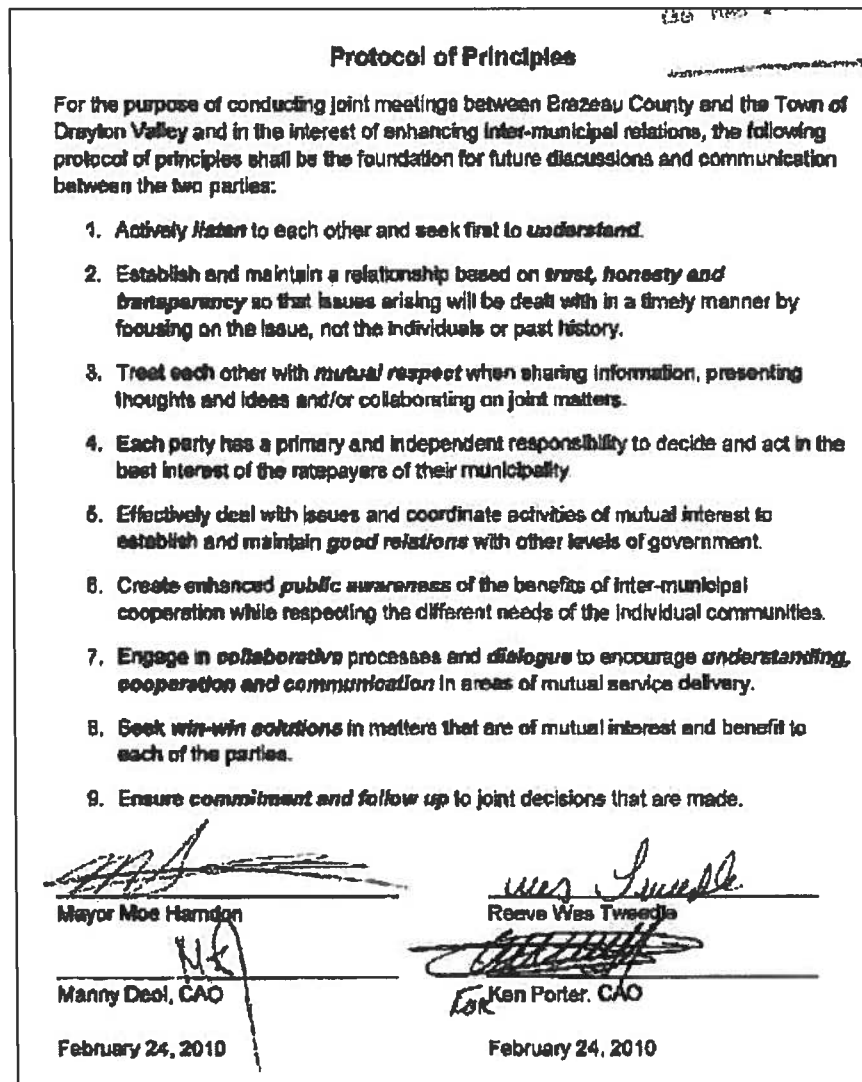


Figure 2: Current Protocols of Principles from the Memorandum of Understanding

Adopted in 2012, the IDP also contains 8 guiding principles, agreed to by both municipalities, that were applied in the preparation of the IDP and the Growth Management Plan. Section 5.3 of the IDP outlines a four-stage dispute resolution process. Figure 3 provides a summary of the current process.

While the IDP does contain a dispute resolution mechanism between the County and the Town; the process has become disjointed from practice. This has resulted in disputes that have been escalated to the MGB under section 690 of the MGA. As of a result of escalated disputes, both municipalities have incurred additional costs in the form of legal fees and significant staff time.

## Process Limitations

While the current IDP does contain a dispute resolution process it does **not** contain:

- Any timeframes associated with each stage except for the notice of appeal which is a standard timeframe established by the Municipal Governance Board (MGB). All other stages and steps are not subject to a timeframe resulting in uncertain response times for both municipalities, developers and landowners.
- An outlined process for administrative review including who will from administration is included in the review and in what order.
- Clarity of roles to ensure disputes related to the Subdivision or Development Authority are addressed through an administrative process, while statutory policy or land use bylaw disputes follow a process involving administration at the early stages and involving Council if resolution cannot be agreed to.
- A flow chart that would visually demonstrate the standard process for intermunicipal dispute resolution.

Stage 1: Admin Review	Stage 2: Municipal Councils	Stage 3: Appropriate Dispute Resolution	Stage 4: Appeal Process
<ul style="list-style-type: none"> <li>•Initiating Municipality addresses IDP conditions</li> <li>•Responding municipality undertakes a technical evaluation and provide comments</li> <li>•If it cannot be processed at the administrative level, the two municipalities shall meet to review the concerns listed in the written notice</li> </ul>	<ul style="list-style-type: none"> <li>•Each Council establishes a position on the proposal</li> <li>•If both Councils are in agreement proceed with approval and if required, amendment of the IDP</li> <li>•If not in agreement, the matter is referred for mediation</li> </ul>	<ul style="list-style-type: none"> <li>•Mediation initiation process</li> <li>•Confidential until conclusion</li> <li>•Mediated agreement referred to both Councils for approval - it's not binding until formally approved by council</li> <li>•If the mediated agreement cannot be reached/approved then appeal process is initiated</li> </ul>	<ul style="list-style-type: none"> <li>•If mediation fails, the initiating municipality may pass a bylaw to implement the proposal</li> <li>•If bylaw passed implement proposal, the responding municipality may appeal to the MGB under section 690</li> <li>•Responding municipality must file a notice of appeal with MGB and give notice within 30 days of the passing the disputed bylaw</li> </ul>

- *Figure 3: Current IDP Dispute Resolution Process*

## 5. Elements of success

After reviewing precedent examples across the province, there are some general practices which lead to success and provide a solid foundation for intermunicipal collaboration and cooperation. These include:

### **Framework for Collaboration**

In general, municipalities that had an established framework to guide the operations of intermunicipal planning, development and servicing were better prepared to work together and serve the best interests of both communities. Established through a bylaw, the framework outlines roles, responsibilities, powers and procedures to empower joint planning bodies to act in unison and limit potential for conflict or dispute.

### **Established Timelines**

One crucial inclusion in successful intermunicipal planning processes is established timelines for response, review, and appeal. Timelines can also be used around meeting times, for example the requirement to meet at least one every six months. Having agreed upon timelines strengthens the process by establishing intermunicipal accountability and also creating more certainty for developers and landowners.

### **Protocols/Guiding Principles of Respect**

Protocols or guiding principles are often used as a foundation for collaboration to establish a productive and professional environment to enable intermunicipal planning. These guidelines outline basic principles that form the basis of a healthy working relationship. They can include items around acting in good faith, language, respectful behaviours, and listening.

## **6. Why Conflict Resolution is An Opportunity?**

Alignment with new updated MGA policy is a requirement, not a choice. Changes have come into force with more coming into force as of April 1, 2018 with implementation periods ranging into 2020. It will be necessary to review and update policy in order to meet these updated regulations. The IDPs and the Intermunicipal Collaboration Framework (ICF) work in tandem to lay the foundation for municipalities to take steps to resolve intermunicipal issues together mitigating the need to escalate to a section 690 dispute resolution through the Province.

### **Benefits of A Comprehensive Conflict Resolution Framework**

Additional benefits of IDPs that address collaboration and establish conflict resolution processes:

- Improving the current land-use process and developing cross-municipal standards
- Increased understanding around roles and responsibilities
- Cost savings for both municipalities
- Setting up a framework to complete the required ICF
- Established timeframes and increased certainty for developers and landowners
- Mutually beneficial outcomes
- Potential for maintenance and cost sharing on various municipal services



## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Road Closure Request - 7<sup>th</sup> Annual Drayton Valley Triathlon, May 12, 2018</b>
<b>MEETING DATE:</b>	February 28, 2018
<b>SUBMITTED BY:</b>	Pam Balke, Bylaw Enforcement, on behalf of the Drayton Valley Triathlon Committee

### PROPOSAL AND BACKGROUND:

The Drayton Valley Triathlon Committee (Committee) has presented the attached letter to Mayor Doerksen and Council regarding the 7<sup>th</sup> Annual Drayton Valley Triathlon, scheduled for Saturday, May 12, 2018.

The Alberta Triathlon Association is the governing body for this event and other sanctioned races in the Province. The Alberta Triathlon Association rules must be followed in order for the triathlon to be held in Drayton Valley. Pertinent rules that dictate the need for temporary road closures are the width of the race route and the composition and safety of routes that are utilized. The Town's walkway/pathway system is not wide enough and would not allow cyclists to each have a lane to ride in while travelling in opposite directions, so does not conform to the requirements established by the Alberta Triathlon Association. For these reasons, roadways must be used for the cycling leg of the triathlon.

Therefore, the Committee is requesting Council to authorize temporary road closures immediately surrounding Rotary Park and the additional roads that are utilized by participants, spectators, and volunteers for the bike and run routes. The temporary closures would occur Saturday, May 12, 2018, from 7:00 a.m. to approximately 3:00 p.m.

The temporary road closures are as follows and indicated on the attached map:

#### Rotary Park:

51 Avenue between 49 Street and 48 Street  
 52 Avenue between 49 Street and 48 Street  
 48 Street between 51 Avenue and 52 Avenue

#### Run/Bike Routes:

48 Street between 52 Avenue and 55 Avenue  
 55 Avenue to Meier Avenue and 43 Street  
 43 Street between 55 Avenue and 50 Avenue

50 Avenue between 43 Street and Range Road 73  
Beckett Road between 50 Avenue and 49 Avenue

The temporary road closures will help to ensure the safety of the triathlon participants, volunteers, and spectators.

#### **OPTIONS AND ALTERNATIVES, WITH ANALYSIS:**

- A. Approve the temporary road closures as presented. As this route has been utilized for the last 5 years, the public is aware of the route and routine closures for this event. Further, residents and regular users of the route will be advised of the closure through a letter and signage along the route a week in advance of the event.
- B. Not approve the road closures. This would result in the cancellation of the event to be due to the safety of participants and volunteers being at risk.

#### **IMPLICATIONS OF RECOMMENDATION:**

The temporary road closures will cause a minor inconvenience to the motoring public on the day of the event for a portion of the day; however, closing of the roads for the event will ensure safe participation for all involved in the triathlon. Inclement weather or unforeseen circumstances may result in a delay to the start of the race; accordingly, the road closure times would be adjusted.

#### **FOLLOW-UP ACTION (PUBLIC ENGAGEMENT, COMMUNICATIONS STRATEGY, AND IMPLEMENTATION):**

The Committee is responsible for public engagement and communications which is achieved by:

- advertising for volunteers and participants in local media;
- advertising for volunteers and participants on Triathlon-based media sources;
- hand delivering letters with maps to residents directly affected by road closures; and
- signage about road closure placed on roads one week prior to event.

The Town will post notices about the routes and road closures well in advance of the event on all communication channels.

#### **POTENTIAL MOTIONS:**

- A. That Council approve the temporary road closures for the Drayton Valley Triathlon on Saturday, May 12<sup>th</sup>, 2018, from 7:00 a.m. to 3:00 p.m. (approx.) for::

##### Rotary Park area:

51 Avenue between 49 Street and 48 Street  
52 Avenue between 49 Street and 48 Street  
48 Street between 51 Avenue and 52 Avenue

##### Run/Bike Routes:

48 Street between 52 Avenue and 55 Avenue  
55 Avenue to Meier Avenue and 43 Street

43 Street between 55 Avenue and 50 Avenue  
 50 Avenue between 43 Street and Range Road 73  
 Beckett Road between 50 Avenue and 49 Avenue

- B. That Council decline the approval of the temporary road closures for the Drayton Valley Triathlon on May 12, 2018.

#### ATTACHMENTS:

Attachment 1: Triathlon route map  
Attachment 2: Triathlon Committee Letter to Council  
Attachment 3: Letter to residents affected by road closures

Report Prepared By:



Report Reviewed By:



Name: Pam Balke

Title: Bylaw Enforcement

Name: Pam Livingston

Title: Director of Corporate Services

Report Routed to Council By:







### Road Closures:

- 51 Ave between 49 St. and 48 St.
- 52 Ave between 49 St. and 48 St.
- 48 St. between 51 Ave and 55 Ave
- 55 Ave between 48 St. and 43 St.
- 55 Ave. to Meier Ave
- 43 St. between 55 Ave and 50 Ave
- 50 Ave between 43 St. and Rg Rd 73
- Beckett Rd. between 50 Ave and 49 Ave









## TRIATHLON ORGANIZING COMMITTEE

Box 6837

Drayton Valley, AB T7A 1A1

Phone: (780) 514-2226

Email: [lnienaber@draytonvalley.ca](mailto:lnienaber@draytonvalley.ca)

January 9<sup>th</sup>, 2018

Town of Drayton Valley  
Mayor Michael Doerksen  
Box 6837  
T7A 1A1

Dear Mayor Doerksen and Council

This letter is to advise the Town of Drayton Valley Council that planning is underway for the 7<sup>th</sup> Annual Drayton Valley Triathlon. The 2018 event will be held on Saturday, May 12<sup>th</sup>. Set up begins the night of May 11<sup>th</sup>, and final cleanup will be completed by 6:00 p.m. May 12<sup>th</sup>. As with our previous triathlons, this event will be utilizing the Park Valley Pool, Rotary Park and roads surrounding this area, as well as roads in Brazeau County.

Roads utilized for the route will need to be closed to ensure the safety of all our athletes, as well as the general motoring public and spectators. A copy of the road closure map, with road closure times, is attached for your reference. We ask the Public Works department to supply and drop off barricades along the route at intersections and back alleys to enhance the safe and temporary road closures requested.

There will be an expected increase of athlete training on the roadways leading up to the Triathlon; the athletes have expressed their appreciation for consideration of increased frequency of sweeping along the triathlon route. This sweeping ensures the safety of the athletes prior to the race but especially on race day.

We sincerely appreciate all the support that the Town of Drayton Valley has given to this event to make it a successful and yearly anticipated event.

Sincerely,

SHARRON OAKEY  
VOLUNTEER RACE DIRECTOR



## TO WHOM IT MAY CONCERN:

Please be advised that the Town of Drayton Valley will be hosting the 7<sup>th</sup> annual Drayton Valley Triathlon and Drayton Valley Kids of Steel Triathlon. This event involves a specific route on Town roads starting and ending at Rotary Park. The roads involved will be closed for the day, **Saturday May 12<sup>th</sup>, 2018, 7:00 am to 3:00 pm** (approx.). This closure means that no vehicle will be allowed to travel on any portion of the road during the race. Additionally, there will be no parking allowed on these roads during the event.

For those residents in the affected areas, if access in or out is required, it will be granted by race officials only when it is safe for race participants. We appreciate your understanding and patience to ensure the Triathlon is a safe event for all involved.

The roads and alleys that are affected by this closure are:

(map attached; roads in yellow are closed, alley accesses closed)

48 St. between 51 Ave. and 55 Ave.

51 Ave between 49 St. and 48 St.

52 Ave between 49 St. and 48 St.

55 Ave between 48 St. and 43 St.

55 Ave to Meier Ave

43 St. between 55 Ave. and 50 Ave.

50 Ave. between 43 St. and Rg. Rd. 73

Beckett Rd. between 50 Ave. and 49 Ave. (parking allowed on road)

## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Proposed Repealing Bylaw 2018/01/A</b>
<b>MEETING DATE:</b>	February 28, 2018
<b>SUBMITTED BY:</b>	Chandra Dyck, Legislative Services Coordinator

### PROPOSAL AND BACKGROUND:

Administration has conducted its annual evaluation of the current Bylaws in place and reviewed the requirements for each to remain in effect. The following Bylaws are being recommended for repeal:

<b>Bylaw #</b>	<b>Name</b>	<b>Date Passed</b>	<b>Term</b>
371	Fluoridation of the Town of Drayton Valley Water Supply Bylaw	Nov. 23/66	N/A
81-36*	Debentures for the purpose of constructing last stage of a sanitary trunk sewer	Aug. 6/81	25 years
81-54	Bylaw to Authorize Interest on Unpaid Accounts	Jan. 7/82	N/A
81-55	Mobile Unit Parks Requirement to Provide Occupancy Information Bylaw	Jan. 7/82	N/A
84-09	Amusement Games Arcade, Billiard Room and Other Similar Establishments Bylaw	Oct. 11/84	N/A
89-06	Bylaw to Enter into an Agreement with the Municipal District of Brazeau #77 to Share in the Costs of an Arena	Mar. 16/89	N/A
89-07	Bylaw to Enter into an Agreement with the Municipal District of Brazeau #77 for the Cost-sharing of Recreational Facilities of the Town of Drayton Valley	Apr. 6/89	N/A
99-12*	Debentures for the construction of roadways, water, sewer and storm sewer facilities on Brougham Drive	Aug. 11/99	15 years
2001/13/D*	Debenture for construction of water, sewer, storm	Aug. 29/01	10 years

	sewer facilities and paving of service road along east side of 50th Street from 41 <sup>st</sup> Avenue to 37 <sup>th</sup> Avenue		
2004/19/F*	Debentures for funding the construction of a Multi-Purpose Fieldhouse <b>Construction did not proceed</b>	Sep. 15/04	50 years
2006/29/F*	Debenture for the purchasing the downtown Cardium Theatre	Oct. 11/06	10 years
2006/34/F*	Local Improvement Levy for water and sewer lines for Lots 1 & 2, Plan 892 1801	Sep. 20/06	10 years
2007/12/D*	Debentures for financing the 41 <sup>st</sup> Street Local Improvement Project	Jun. 6/07	10 years
2007/13/D*	Local Improvement Levy for 41 <sup>st</sup> Street Local Improvement Project	Jun. 6/07	10 years
2007/16/F*	Debenture for purchasing truck with gravel box and tractor backhoe	Jun. 27/02	10 years
<p>* The term of each of these marked Bylaws has expired, with the financing requirements having been met and the collection of the local improvement levies being concluded. The Finance and Engineering Departments of the Town have confirmed that each of the projects subject to the above-noted Bylaws has reached a conclusion, with the exception of Bylaw 2004/19/F for which the project did not proceed and debenture was not required.</p> <p>The remainder of the Bylaws included for repeal have been replaced in terms of application to the municipal operations or with respect to the specific Agreements which were referenced therein.</p>			
<b>OPTIONS AND ALTERNATIVES, WITH ANALYSIS:</b>			
<p>A. Approval of proposed Repealing Bylaw 2018/01/A allows Administration to ensure active records include only those Bylaws which are applicable and in force, while maintaining an archive of previously adopted but no longer necessary legislation.</p> <p>B. Refusal of Repealing Bylaw 2018/01/A will result in Bylaws which are no longer effective being maintained as active or in effect, where the period of time indicated therein has passed, or where current practices and principles contradict.</p>			
<b>POTENTIAL MOTIONS:</b>			
<p>A. Approval of the Repealing Bylaw 2018/01/A:</p> <ol style="list-style-type: none"> <li>1. That Council give First Reading to Repealing Bylaw 2018/01/A.</li> <li>2. That Council give Second Reading to Repealing Bylaw 2018/01/A.</li> <li>3. That Council consider giving Third and Final Reading to Repealing Bylaw</li> </ol>			

2018/01/A.

4. That Council give Third and Final Reading to Repealing Bylaw 2018/01/A.

B. Decline approval of Repealing Bylaw 2018/01/A:

No motion required.

**MOTION REQUESTED:**

That Council give three readings, with consideration as required by the *Municipal Government Act*, Section 187(4).

**ATTACHMENTS:**

Attachment 1: Proposed Repealing Bylaw 2018/01/A

Report Prepared By:



Report Reviewed By:



Name: Chandra Dyck

Title: Legislative Services Coordinator

Name: Pam Livingston

Title: Director of Corporate Services

Report Routed to Council By:





**BYLAW NO. 2018/01/A**

**REPEALING BYLAW**

**BEING A BYLAW IN THE TOWN OF DRAYTON VALLEY IN THE PROVINCE OF ALBERTA TO REPEAL CERTAIN BYLAWS OF THE TOWN OF DRAYTON VALLEY.**

WHEREAS, under the authority of the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000, the Council of a municipality may repeal any Bylaw.

AND WHEREAS, the Council of the Town of Drayton Valley deems it advisable to repeal certain Bylaws of the Town of Drayton Valley as described in the list of Bylaws to be repealed attached hereto as Schedule "A" and forming a part of this Bylaw.

NOW THEREFORE, the Council of the Town of Drayton Valley in the Province of Alberta hereby enact as follows:

1. That the list of Bylaws referred to as Schedule "A" are hereby repealed.

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

Read a first time this \_\_\_\_ day of February, 2018, A. D.

Read a second time this \_\_\_\_ day of February, 2018, A. D.

Read a third and final time this \_\_\_\_ day of February, 2018, A. D.

\_\_\_\_\_  
DEPUTY MAYOR

\_\_\_\_\_  
TOWN MANAGER



## SCHEDULE "A"

<u>BYLAW NUMBER</u>	<u>BYLAW NAME</u>	<u>DATE ADOPTED</u>
371	Fluoridation of the Town of Drayton Valley Water Supply Bylaw	November 23, 1966
81-36	Debenture for the Purpose of Constructing Last Stage of a Sanitary Trunk Sewer	August 6, 1986
81-54	Bylaw to Authorize Interest on Unpaid Accounts	January 7, 1982
81-55	Mobile Unit Parks Requirement to Provide Occupancy Information Bylaw	January 7, 1982
84-09	Amusement Games Arcade, Billiard Room and Other Similar Establishments Bylaw	October 11, 1984
89-06	Bylaw to Enter into an Agreement with the Municipal District of Brazeau #77 to Share in the Costs of an Arena	March 16, 1989
89-07	Bylaw to Enter into an Agreement with the Municipal District of Brazeau #77 for the Cost-sharing of Recreational Facilities of the Town of Drayton Valley	April 6, 1989

99-12	Bylaw to Incur Indebtedness by the Issuance of a Debenture for the Purpose of Construction of Roadways, Water, Sewer and Storm Sewer Facilities on Brougham Drive from 50 Street to 52 Street	August 11, 1999
2001/13/D	Bylaw to Incur Indebtedness by the Issuance of a Debenture for the Purpose of Construction of Roadways, Water, Sewer and Storm Sewer Facilities and Paving of a Service Road Along the East Side of 50 <sup>th</sup> Street from 41 <sup>st</sup> Avenue to 37 <sup>th</sup> Avenue	August 29, 2001
2004/19/F	Bylaw to Incur Indebtedness by the Issuance of a Debenture for the Purpose of Providing Funding for the Construction of a Multi-Purpose Fieldhouse	September 15, 2004
2006/29/F	Bylaw to Incur Indebtedness by the Issuance of A Debenture for the Purpose of Purchasing the Downtown Cardium Theatre	October 11, 2006
2006/34/F	Bylaw to Establish the Local Improvement Levy for Lots 1 and 2, Plan 892 1801 for the Installation of Water and Sewer Lines for a Ten-year Period	September 20, 2006
2007/12/D	Bylaw to Incur Indebtedness by the Issuance of a Debenture for the Financing the 41 <sup>st</sup> Street Local Improvement Project	June 6, 2007

2007/13/D	Bylaw to Establish the Local Improvement Levy in respect of all lands that Directly Benefit from the 41 <sup>st</sup> Street Local Improvement Project	June 6, 2007
2007/16/F	Bylaw to Incur Indebtedness by the Issuance of a Debenture for the Purpose of Purchasing One Truck with Gravel Box and One Tractor Backhoe	June 27, 2007

## Information Items

### 10 Information Items

Pages 36-52

10.1. Economic Development Committee Notes – January 24, 2018	37-39
10.2. Sustainability Committee Notes – January 16, 2018	40-41
10.3. Drayton Valley Brazeau County Fire Services – January 2018	42-43
10.4. RCMP Stats – January 2018	44-50
10.5. Councillor Dodds' Conference Report – Munis 101	51-52

### **MOTION:**

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



*Economic Development Committee Meeting*  
*Wednesday, January 24, 2018, 1:00 p.m.-3:00 p.m.*  
*Clean Energy Technology Centre*

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## **Meeting Notes**

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**Present:** Mayor Michael Doerksen, Councillor Bill Ballas, Councillor Eric Butz, Councillor Amila Gammara, Councillor Corey Peebles, Councillor Fayrell Wheeler, Manny Deol, Eric Burton, Krystle Kotyk

**Absent:** Councillor Nancy Dodds

**1.0 Call to Order**

Mayor Doerksen called the meeting to order at 1:03 p.m.

**2.0 Additions or Deletions to Agenda**

There were no additions or deletions to the agenda.

**3.0 Adoption of Agenda**

Councillor Peebles moved to adopt the agenda as presented.

Carried

**4.0 Review of Notes**

**4.1 January 3, 2018, Committee Meeting Notes**

The following motion was added to the January 3, 2018, Committee Meeting Notes:

Councillor Wheeler moved to approve Green Planet Energy to move into phase II of project.

Carried

Councillor Wheeler moved to adopt the January 3, 2018, Economic Development Committee Meeting Notes as amended.

Carried

**5.0 Delegation**

There was no delegation at this meeting.

**6.0 Discussion Items**

January 24, 2018

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**6.1 DV Hemp Cluster Project**

Mr. Burton presented a briefing note on the status of the project.

**a. Market Assessment Overview**

Mr. Burton presented comments from BioComposites Group regarding the value they found in the Hemp Market Assessment. The Market Assessment was compiled in three phases and is currently been used to provide attraction to Drayton Valley but he advised that he believes as time goes by the Assessment loses value.

**b. Hemp Innovation Program Plan**

Mr. Burton explained that the plan is similar to the Hemp Cluster Project but more fine-tuned to fit the proposed MOU with NorQuest College. He and Mr. Deol had met after the last Economic Development Committee Meeting and developed a more precise plan to carry out the project.

Mr. Burton provided the Committee with a timeline for project tasks which include a feasibility study for the hemp lab, develop a business plan, engage partners, develop an investment program, host a training and pitch competition, and build an advisory group. Mr. Burton explained that a pitch competition will be a great opportunity to create momentum for the project and will help build a database of investors. He estimates that a feasibility study will be finished toward the end of March 2018 and cost approximately \$5000.

Councillor Butz made a motion to accept the Hemp Innovation Program Plan as presented.

Carried

**c. CARES Report January 30**

The Committee reviewed the report provided by Mr. Burton.

**6.2 NorQuest College MOU**

Mr. Burton advised that he has added his comments to the MOU. Councillor Wheeler suggested removing “creating” from “WHEREAS the Town of Drayton Valley is committed to creating a hemp innovation lab”.

Councillor Wheeler moved that the Committee go in-camera at 2:03 p.m.

Carried

Councillor Wheeler moved that the Committee come out of in- camera at 2:37 p.m.

Carried

Councillor Wheeler moved that the Committee authorize the COO of CETC to manage the CARES Grant and the Town of Drayton Valley move into an MOU with the Board of Governors of NorQuest College for the Hemp Innovation Program.

January 24, 2018

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Councillor Ballas made a friendly amendment to change “from Town of Drayton Valley” to “CETC”. Councillor Wheeler accepted Councillors Ballas’ friendly amendment.

Defeated - All opposed

Mayor Doerksen removed himself as Chair at 3:03 p.m. Councillor Wheeler took over as Chair.

Mayor Doerksen made motion to authorize COO of CETC to manage the CARES Grant and the MOU with NorQuest College with the understanding that the final MOU is brought to the next Economic Development Committee Meeting for approval.

Carried

Mayor Doerksen reconvened as Chair at 3:06 p.m.

Councillor Wheeler left the meeting at 3:07 p.m.

Mayor Doerksen called a break at 3:07 p.m.

The meeting reconvened at 3:10 p.m.

**6.3     Collaboration with Brazeau County**

Mr. Burton provided details on areas of collaboration.

**6.4     Drayton Valley Labour Association Proposal**

Mr. Burton provided the Committee with an overview of the Drayton Valley Labour Association. Currently it’s being evaluated on what type of support CETC can provide.

**7.0     Reports**

**7.1     Economic Development**

This item was moved to next Economic Development Committee Meeting.

**7.2     CETC**

Mr. Deol provided an overview of his trip to Bahrain and distributed the conference agenda. He stated he found the conference valuable.

Mr. Deol discussed the multiple funding opportunities that he has reached out to.

**8.0     Other Business**

**9.0     Items for Next Meeting**

**9.1     CETC/Bio-Mile** including discussion on Governance model.

**10.0    Next Meeting Date**

February 14, 2018, 1:00 p.m. – 3:00 p.m., Clean Energy Technology Centre

**11.0    Adjournment**

Mayor Doerksen adjourned the meeting at 3:38 p.m.



*Sustainability Committee Meeting*  
*Tuesday, January 16, 2018, 10:00 a.m.-11:30 a.m.*  
*Town of Drayton Valley Conference Room #1*

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## **Meeting Notes**

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**Present:** Councillor Nancy Dodds, Councillor Fayrell Wheeler, Pam Livingston, Sonya Wrigglesworth, Sabine Larcher

**1.0 Call to Order**

Councillor Dodds called the meeting to order at 10:04 a.m.

**2.0 Additions or Deletions to Agenda**

There were no additions or deletions to the agenda.

**3.0 Adoption of Agenda**

Councillor Wheeler moved to adopt the agenda as presented.  
Carried

**4.0 Approval of Committee Meeting Notes**

**4.1** Waste Management Committee Meeting Notes, September 12, 2017

The Waste Management Committee Meeting Notes from September 12, 2017, were approved as presented.

**4.2** Sustainability Committee Meeting Notes, September 19, 2017

The Sustainability Committee Meeting Notes from September 19, 2017, were approved as presented.

**4.3** Sustainability Committee Meeting Notes, December 6, 2017

The Sustainability Committee Meeting Notes from December 6, 2017, were approved as presented.

**5.0 Discussion Items**

**5.1** 2017 Year End Reports of Sustainability Committee and Waste Management Committee

The Committee reviewed the 2017 Year End Report of the Sustainability Committee.

**5.2** Waste 101

Ms. Wrigglesworth provided the Committee with an overview on waste management in the Town.



*Sustainability Committee Meeting*

*January 16, 2018*

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*Ms. Livingston left the meeting at 11:48 a.m.*  
*Councillor Dodds left the meeting at 11:50 a.m.*  
*Councillor Dodds returned to the meeting at 11:51 a.m.*  
*Ms. Livingston returned to the meeting at 11:57 a.m.*

**6.0 Other Business**

There was no other business to discuss.

**7.0 Information Items**

There were no information items to review.

**8.0 Items for Next Meeting**

- Earth Day 2018
- 3R Roundup, CurbIt!, and Fall Cleanup
- Community Sustainability Plan – Gaps

**9.0 Next Meeting Date**

February 20, 2018, 10:00 a.m., Town of Drayton Valley Conference Room #1

**10.0 Adjournment**

The meeting was adjourned at 12:03 p.m.



## **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

### **Janurary 2017 Stats**

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

Fire Calls- 3

Rubbish and Grass Fires- 2

Motor Vehicle Collisions- 7

Rescue Calls- 0

Alarm Calls- 8

Assist another Agency- 6

Misc Calls- 1

**Total- 27**

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

Fire Calls- 2

Rubbish and Grass Fires- 1

Motor Vehicle Collisions- 0

Rescue Calls- 0

Alarm Calls- 5

Assist another Agency- 4

Misc Calls- 1

**Total- 13**

Tom Thomson  
Fire Chief  
[firechief@draytonvalley.ca](mailto:firechief@draytonvalley.ca)

Murray Galavan  
Deputy Fire Chief  
[dfc@draytonvalley.ca](mailto:dfc@draytonvalley.ca)

Kamil Lasek  
Deputy Fire Chief  
[fire.tso@draytonvalley.ca](mailto:fire.tso@draytonvalley.ca)

Carla Appleby  
Administrative Assistant  
[fireadmin@draytonvalley.ca](mailto:fireadmin@draytonvalley.ca)

Steve Maiwka  
Training Officer  
[smaiwka@draytonvalley.ca](mailto:smaiwka@draytonvalley.ca)



## **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- 1

Rubbish and Grass Fire- 1

Motor Vehicle Collisions- 7

Rescue Calls- 0

Alarm Calls- 3

Assist another Agency- 2

Misc Calls-0

**Total- 14**

## Drayton Valley Municipal Detachment

### Statistical Comparison

### January to January: 2014 - 2018

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

February-08-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		1	1	0	0	0
Sexual Assaults		0	0	0	2	0
Other Sexual Offences		0	0	0	0	0
Assault		24	16	11	7	8
Kidnapping/Hostage/Abduction		1	1	0	0	0
Extortion		0	0	0	0	1
Criminal Harassment		1	2	1	3	1
Uttering Threats		5	2	5	1	1
Other Persons		0	0	0	0	0
<b>TOTAL PERSONS</b>		<b>32</b>	<b>22</b>	<b>17</b>	<b>13</b>	<b>11</b>
Break & Enter		8	5	6	3	27
Theft of Motor Vehicle		8	4	3	4	10
Theft Over \$5,000		2	1	0	0	2
Theft Under \$5,000		29	26	16	29	35
Possn Stn Goods		7	2	0	2	5
Fraud		7	1	2	10	6
Arson		0	0	0	0	0
Mischief To Property		20	22	13	16	6
<b>TOTAL PROPERTY</b>		<b>81</b>	<b>61</b>	<b>40</b>	<b>64</b>	<b>91</b>
Offensive Weapons		3	2	2	0	1
Public Order		0	0	0	0	0
Disturbing the peace		9	11	2	5	9
<b>OTHER CRIMINAL CODE</b>		<b>21</b>	<b>24</b>	<b>15</b>	<b>10</b>	<b>24</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>33</b>	<b>37</b>	<b>19</b>	<b>15</b>	<b>34</b>
<b>TOTAL CRIMINAL CODE</b>		<b>146</b>	<b>120</b>	<b>76</b>	<b>92</b>	<b>136</b>

# Drayton Valley Municipal Detachment




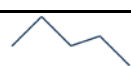
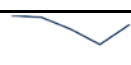
## Statistical Comparison







### January to January: 2014 - 2018

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

CATEGORY	Trend	2014	2015	2016	2017	2018
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		3	4	3	2	2
Drug Enforcement - Trafficking		1	2	0	0	1
Drug Enforcement - Other		0	0	0	0	0
<b>Total Drugs</b>		<b>4</b>	<b>6</b>	<b>3</b>	<b>2</b>	<b>3</b>
Federal - General		1	0	1	0	0
<b>TOTAL FEDERAL</b>		<b>5</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>3</b>
Liquor Act		1	0	0	0	3
Other Provincial Stats		4	7	14	6	17
<b>Total Provincial Stats</b>		<b>5</b>	<b>7</b>	<b>14</b>	<b>6</b>	<b>20</b>
Municipal By-laws Traffic		1	1	0	0	0
Municipal By-laws		4	2	8	3	1
<b>Total Municipal</b>		<b>5</b>	<b>3</b>	<b>8</b>	<b>3</b>	<b>1</b>
Fatals		0	0	0	0	0
Injury MVC		0	0	1	0	2
Property Damage MVC (Reportable)		36	32	26	16	30
Property Damage MVC (Non Reportable)		3	6	3	4	1
<b>TOTAL MVC</b>		<b>39</b>	<b>38</b>	<b>30</b>	<b>20</b>	<b>33</b>
<b>Provincial Traffic</b>		<b>45</b>	<b>24</b>	<b>32</b>	<b>25</b>	<b>52</b>
<b>Other Traffic</b>		<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Criminal Code Traffic</b>		<b>11</b>	<b>6</b>	<b>5</b>	<b>4</b>	<b>9</b>
<b>Common Police Activities</b>						
False Alarms		14	20	24	20	24
False/Abandoned 911 Call and 911 Act		5	10	8	2	8
Suspicious Person/Vehicle/Property		4	9	11	6	9
Persons Reported Missing		0	1	1	1	1
Spousal Abuse - Survey Code		8	12	18	8	7

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

January to January	Trend	2014	2015	2016	2017	2018
Fatals		0	0	0	0	0
Injury MVC		0	0	1	0	2
Property Damage MVC (Reportable)		36	32	26	16	30
Property Damage MVC (Non Reportable)		3	6	3	4	1
Total MVC		39	38	30	20	33

January to January	Trend	2014	2015	2016	2017	2018
Roadside Suspensions - alcohol related - No charge**		0	1	1	1	1
Occupant Restraint/Seatbelt Violations**		1	0	0	0	8
Speeding Violations**		1	0	1	1	3
Intersection Related Violations**		1	1	1	1	4
Other Non-Moving Violation**		5	3	9	5	18
Other CC Traffic***		0	1	2	1	0

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

# Drayton Valley Municipal Detachment

## Statistical Comparison

### January: 2014 - 2018

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

February-08-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		1	1	0	0	0
Sexual Assaults		0	0	0	2	0
Other Sexual Offences		0	0	0	0	0
Assault		24	16	11	7	8
Kidnapping/Hostage/Abduction		1	1	0	0	0
Extortion		0	0	0	0	1
Criminal Harassment		1	2	1	3	1
Uttering Threats		5	2	5	1	1
Other Persons		0	0	0	0	0
<b>TOTAL PERSONS</b>		<b>32</b>	<b>22</b>	<b>17</b>	<b>13</b>	<b>11</b>
Break & Enter		8	5	6	3	27
Theft of Motor Vehicle		8	4	3	4	10
Theft Over \$5,000		2	1	0	0	2
Theft Under \$5,000		29	26	16	29	35
Possn Stn Goods		7	2	0	2	5
Fraud		7	1	2	10	6
Arson		0	0	0	0	0
Mischief To Property		20	22	13	16	6
<b>TOTAL PROPERTY</b>		<b>81</b>	<b>61</b>	<b>40</b>	<b>64</b>	<b>91</b>
Offensive Weapons		3	2	2	0	1
Public Order		0	0	0	0	0
Disturbing the peace		0	11	2	5	9
<b>OTHER CRIMINAL CODE</b>		<b>30</b>	<b>24</b>	<b>15</b>	<b>10</b>	<b>24</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>33</b>	<b>37</b>	<b>19</b>	<b>15</b>	<b>34</b>
<b>TOTAL CRIMINAL CODE</b>		<b>146</b>	<b>120</b>	<b>76</b>	<b>92</b>	<b>136</b>

# Drayton Valley Municipal Detachment

## Statistical Comparison






### January: 2014 - 2018




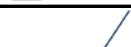


All categories contain "Attempted" and/or "Completed"

CATEGORY	Trend	2014	2015	2016	2017	2018
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		3	4	3	2	2
Drug Enforcement - Trafficking		1	2	0	0	1
Drug Enforcement - Other		0	0	0	0	0
<b>Total Drugs</b>		<b>4</b>	<b>6</b>	<b>3</b>	<b>2</b>	<b>3</b>
Federal - General		1	0	1	0	0
<b>TOTAL FEDERAL</b>		<b>5</b>	<b>6</b>	<b>4</b>	<b>2</b>	<b>3</b>
Liquor Act		1	0	0	0	3
Other Provincial Stats		4	7	14	6	17
<b>Total Provincial Stats</b>		<b>5</b>	<b>7</b>	<b>14</b>	<b>6</b>	<b>20</b>
Municipal By-laws Traffic		1	1	0	0	0
Municipal By-laws		4	2	8	3	1
<b>Total Municipal</b>		<b>5</b>	<b>3</b>	<b>8</b>	<b>3</b>	<b>1</b>
Fatals		0	0	0	0	0
Injury MVC		0	0	1	0	2
Property Damage MVC (Reportable)		36	32	26	16	30
Property Damage MVC (Non Reportable)		3	6	3	4	1
<b>TOTAL MVC</b>		<b>39</b>	<b>38</b>	<b>30</b>	<b>20</b>	<b>33</b>
<b>Provincial Traffic</b>		<b>45</b>	<b>24</b>	<b>32</b>	<b>25</b>	<b>52</b>
<b>Other Traffic</b>		<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Criminal Code Traffic</b>		<b>11</b>	<b>6</b>	<b>5</b>	<b>4</b>	<b>9</b>
<b>Common Police Activities</b>						
False Alarms		<b>14</b>	<b>20</b>	<b>24</b>	<b>20</b>	<b>24</b>
False/Abandoned 911 Call and 911 Act		<b>5</b>	<b>10</b>	<b>8</b>	<b>2</b>	<b>8</b>
Suspicious Person/Vehicle/Property		<b>0</b>	<b>9</b>	<b>11</b>	<b>6</b>	<b>9</b>
Persons Reported Missing		<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
Spousal Abuse - Survey Code		<b>8</b>	<b>12</b>	<b>18</b>	<b>8</b>	<b>7</b>



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

January	Trend	2014	2015	2016	2017	2018
Fatals		0	0	0	0	0
Injury MVC		0	0	1	0	2
Property Damage MVC (Reportable)		36	32	26	16	30
Property Damage MVC (Non Reportable)		3	6	3	4	1
Total MVC		39	38	30	20	33

January	Trend	2014	2015	2016	2017	2018
Roadside Suspensions - alcohol related - No charge**		0	1	1	1	1
Occupant Restraint/Seatbelt Violations**		0	0	0	0	8
Speeding Violations**		0	0	1	1	3
Intersection Related Violations**		0	1	1	1	4
Other Non-Moving Violation**		0	3	9	5	18
Other CC Traffic***		0	1	2	1	0



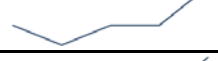


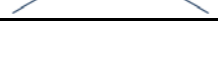
\*include "Cleared by Charge" and "Cleared Other"    \*\*"Actual"    \*\*\*"Reported"

Drayton Valley Municipal Detachment

January to January: 2014 - 2018

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

Category	Trend	2014	2015	2016	2017	2018		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
<b>Theft Motor Vehicle (Total)</b>		8	4	3	4	10		5.8	2.7	8.5	Issue	0.4
Auto		1	0	0	0	3		0.8	1.2	2.0	Issue	0.4
Truck/SUV/Van		6	3	2	4	6		4.2	1.6	5.8	Issue	0.1
Motorcycle		0	0	0	0	1		0.2	0.4	0.6	Issue	0.2
Other		0	1	1	0	0		0.4	0.5	0.9	Within Norm	-0.1
Take Auto without Consent		1	0	0	0	0		0.2	0.4	0.6	Within Norm	-0.2
<b>Break and Enter (Total)</b>		8	5	6	3	27		9.8	8.7	18.5	Issue	3.6
Business		6	1	5	1	11		4.8	3.7	8.5	Issue	1
Residence		1	4	1	1	5		2.4	1.7	4.1	Issue	0.5
Cottage or Seasonal Residence		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		0	0	0	0	11		2.2	4.4	6.6	Issue	2.2
<b>Spousal Abuse</b>		8	12	18	8	7		10.6	4.1	14.7	Within Norm	-0.6
<b>Robbery</b>		1	1	0	0	0		0.4	0.5	0.9	Within Norm	-0.3
<b>Assault</b>		24	16	11	7	8		13.2	6.2	19.4	Within Norm	-4.1
<b>Sexual Assaults</b>		0	0	0	2	0		0.4	0.8	1.2	Within Norm	0.2

Traffic	Trend	2014	2015	2016	2017	2018		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Roadside Suspensions - alcohol related - No grounds to charge**		0	1	1	1	1		0.8	0.4	1.2	Within Norm	0.2
Occupant Restraint/Seatbelt Violations**		1	0	0	0	8		1.8	3.1	4.9	Issue	1.4
Speeding Violations**		1	0	1	1	3		1.2	1.0	2.2	Issue	0.5
Intersection Related Violations**		1	1	1	1	4		1.6	1.2	2.8	Issue	0.6
Other Non-Moving Violation**		5	3	9	5	18		8.0	5.4	13.4	Issue	2.8
Other CC Traffic***		0	1	2	1	0		0.8	0.7	1.5	Within Norm	0

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

# Conference Report

Council Member: Nancy Dodds

Conference/Workshop Attended: Munis 101 The Essentials of Municipal Governance

Date of Conference: January 11<sup>th</sup> & 12<sup>th</sup>, 2018 Stony Plain



## Information Presented :

The Essentials of Municipal Government:

Session 1: Distinguished the role of municipalities in Alberta & govern within the municipal organization & function

The purpose of municipalities is legislated by each provincial government. In Alberta, it is the *Municipal Government Act* (MGA) that legislates municipalities. In Alberta, a municipality is a Corporation created by a statute (or the legislation) within the MGA. Elected officials must familiarize themselves with the MGA and allow it to become your continual reference while you are in office.

Engage with the public. Communicate feedback and direction and stick to roles.

Session 2: Recognize the roles & responsibility of elected officials and municipal staff.

Policies and programs, economic development, strategic direction, long-term planning and decision maker.

Apply common council decision making processes.

Apply your municipality's code of conduct.

Session 3: Recognize important budgeting and financial administration processes.

Distinguish how municipalities are funded.

Discussed examples of good and bad budgets and the need to understand the why behind the numbers.

Session 4: Recognize how municipalities plan and grow

Understand common planning & development processes.

Know our LUB and MDP

Amendments to the MGA

Session 5: Appreciate the importance and benefits of collaborating

Identify the requirements for alleviating and resolving intermunicipal disputes.

Recognize the available tools for collaboration, specifically the:

- Intermunicipal Collaboration Framework (ICF);
- Intermunicipal Development Plan (IDP)

### 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: IDP (Intermunicipal Development Plan), MDP (Municipal Development Plan), LUB (Land Use Bylaw), ASP (Area Structure Plans)

Session 2: IDP (Intermunicipal Development Plan), LUB (Land Use Bylaw)

Session 3:

Session 4: MDP (Municipal Development Plan), LUB (Land Use Bylaw), IDP (Intermunicipal Development Plan), ASP (Area Structure Plans)

Session 5: IDP (Intermunicipal Development Plan), MDP (Municipal Development Plan)

### Recommendation(s) for Council consideration:

### Identify Partners and/or External Resources:

### For Administrative Use Only:

Date  
Received:

February 15, 2018

Date  
Reviewed:

Item(s) for Administration policy or procedural consideration:

- 1)
- 2)