



Agenda

Call to Order

National Anthem

1.0 Additions to the Agenda

2.0 Adoption of Agenda

3.0 Corrections or Amendments:

- | | |
|--|-------|
| 3.1. June 27, 2018, Regular Meeting of Council Minutes | 3-8 |
| 3.2. June 28, 2018, Special Meeting of Council Minutes | 9-15 |
| 3.3. July 25, 2018, Special Meeting of Council Minutes | 16-19 |

4.0 Adoption of:

- | |
|--|
| 4.1. June 27, 2018, Regular Meeting of Council Minutes |
| 4.2. June 28, 2018, Special Meeting of Council Minutes |
| 4.3. July 25, 2018, Special Meeting of Council Minutes |

5.0 Delegations / Administrative Updates

- | | |
|---|---------|
| 5.1. DV100, September 8, 2018 – Drayton Valley Community Foundation, Mr. Michael Ferrey and Mrs. Erin Luc | 20 |
| 5.2. June and July RCMP Stats – Acting S/Sgt. Erin Matthews | 214-223 |
| 5.3. 2 nd Quarter Update – Mr. Kevin McMillan | |

6.0 Decision Items Pages 21-189

6.1. Proposed Cannabis Bylaws for the Town of Drayton Valley	21-56
• Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D	
• Business License Amending (Cannabis Retail) Bylaw 2018/10/D	
• Signage Amending (Cannabis) Bylaw 2018/11/D	
• Cannabis-Free Public Places Bylaw 2018/12/P	
• Smoke-Free Public Places Bylaw 2018/13/P	
6.2. Amended Admission Standard and Swimming Competency Policy RC-01-18	57-62
6.3. Aquatic Facility Committee Terms of Reference	63-68
6.4. DV100 Ride or Race, September 8, 2018 – In-Kind Contribution Requests	69-74
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6.6. 3R Roundup	81-84
6.7. Community Registration Night – Yellow Fish™ Program	85-86
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6.9. Development Permit – DV18-012 5433-48 Avenue	89-96
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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.	Corporate Services	Pam Livingston
7.5.	CAO/Administration / Capital Program Update	Winston Rossouw

8.0 Council Reports

8.1.	Councillor Gammana
8.2.	Councillor Wheeler
8.3.	Deputy Mayor Butz
8.4.	Councillor Ballas
8.5.	Councillor Peebles
8.6.	Councillor Dodds
8.7.	Mayor Doerksen

9.0 Information Items

Pages 190-250

9.1.	Brazeau Foundation Minutes – May 25, 2018, and June 22, 2018,	191-200
9.2.	Sustainability Committee Meeting Notes – May 29, 2018	201-202
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9.5.	RCMP Stats – June 2018	214-223
9.6.	Health Services Foundation – Annual Report 2017	224-250

10.0 Adjournment



Meeting Minutes

THOSE PRESENT:

Mayor Doerksen
Councillor Ballas
Councillor Butz
Councillor Dodds
Councillor Gammana
Deputy Mayor Wheeler
Pam Livingston, Acting Chief Administrative Officer
Annette Driessen, Director of Community Services
Tom Thomson, Fire Chief
Kevin McMillan, Senior Financial Officer
Sonya Wigglesworth, Acting Director of Engineering and Development
Leonard Rogers, Information Services Manager

Rita Bijau, Executive Assistant
Chandra Dyck, Legislative Services Coordinator
Jennifer Stone, Records Management and Communications
Jennifer Martin, Planning & Development Officer
Vishal Sharma, Network and Systems Administrator
Lola Strand, FCSS Program Manager
Cathy Weetman, Drayton Valley Western Review
Laine Mitchell, CIBW Radio
Members of the Public

ABSENT:

Councillor Peebles

CALL TO ORDER

Mayor Doerksen called the meeting to order at 9:01 a.m.

1.0 Additions to the Agenda

There following amendments were made to the June 27, 2018, Regular Meeting of Council Agenda.

- Item 6.3 May RCMP Stats – S/Sgt. Malcolm Callihoo was removed from the Agenda
- Item 7.8 Coulee Slope and Drainage Rehabilitation was added to the Agenda

2.0 Adoption of Agenda

RESOLUTION #099/18

Deputy Mayor Wheeler moved to adopt the Agenda for the June 6, 2018, Regular Meeting of Council, as amended.

CARRIED

3.0 Corrections or Amendments:

3.1. June 6, 2018, Regular Meeting of Council Minutes

There were no corrections or amendments to the June 6, 2018, Regular Meeting of Council Minutes.

3.2. June 19, 2018, Special Meeting of Council Minutes

There were no corrections or amendments to the June 19, 2018, Special Meeting of Council Minutes.

4.0 Adoption of:

4.1. June 6, 2018, Regular Meeting of Council Minutes

RESOLUTION #100/18

Councillor Ballas moved to adopt the Minutes of the June 6, 2018, Regular Meeting of Council, as presented.

CARRIED

4.2. June 19, 2018, Special Meeting of Council Minutes

RESOLUTION #101/18

Councillor Gammana moved to adopt the Minutes of the June 19, 2018, Special Meeting of Council, as presented.

CARRIED

5.0 Public Hearing

5.1. Proposed Electronic Advertising Bylaw 2018/07/A

A separate set of Minutes were recorded for this Item.

6.0 Delegations / Administrative Updates

6.1. MLA Drayton Valley – Devon – Mr. Mark Smith

Mr. Mark Smith, MLA Drayton Valley-Devon provided Council a Spring Session Summary for 2018.

6.2. FCSS Annual Report / Homelessness and Poverty Reduction Annual Report – Ms. Lola Strand, FCSS Program Manager

Ms. Strand provided Council with a summary of the FCSS Annual Report and the Homelessness and Poverty Reduction Annual Report.

6.3. May RCMP Stats – S/Sgt. Malcolm Callihoo

This Item was removed from the Agenda.

7.0 Decision Items

7.1. Appointment of Deputy Mayor

RESOLUTION #102/18

Councillor Ballas moved that Council approve the appointment of Councillor Eric Butz as the Deputy Mayor for the period July 1, 2018 – February 28, 2019.

CARRIED

7.2. Asset Management Policy TF-02-18

RESOLUTION #103/18

Deputy Mayor Wheeler moved that Council approve the Asset Management Policy TF-02-18, as presented.

CARRIED

7.3. Proposed Electronic Advertising Bylaw 2018/07/A – Presented for Second and Third Readings

RESOLUTION #104/18

Councillor Gammana moved that Council give Second Reading to Electronic Advertising Bylaw 2018/07/A, as presented.

CARRIED

RESOLUTION #105/18

Councillor Dodds moved that Council give Third and Final Reading to Electronic Advertising Bylaw 2018/07/A, as presented.

CARRIED

7.4. Recognition Certificate Policy A-01-18

RESOLUTION #106/18

Deputy Mayor Wheeler moved that Council approve Recognition Certificate Policy A-01-18, as presented.

CARRIED

7.5. Non-Union, Salaried, and Out of Scope Employee Benefits and Compensation

RESOLUTION #107/18

Councillor Butz moved that Council approve the provision of benefits to non-union, salaried, and out of scope employees of the Town of Drayton Valley as negotiated for the Collective Agreement between the Town of Drayton Valley and CUPE Local 2515, and that Council approve the compensation of 1.25% to non-union, salaried, and out of scope employees of the Town of Drayton Valley as negotiated for the Collective Agreement between the Town of Drayton Valley and CUPE Local 2515 effective July 1, 2018.

CARRIED

7.6. Eagle Point Blue Rapids Parks Council Meeting Request

RESOLUTION #108/18

Councillor Dodds moved that Council approve participating in a meeting with Drayton Valley – Devon MLA, Mr. Mark Smith, Eagle Point Blue Rapids Parks Council, and Brazeau County Council on August 28, 2018, starting at 12:30 p.m. at the ski chalet.

CARRIED

The Agenda was reordered for convenience.

7.8. Coulee Slope and Drainage Rehabilitation

RESOLUTION #109/18

Deputy Mayor Wheeler moved that Council approve a variance of \$23,839.35 to Project 268 to the Capital Budget for the Coulee Slope and Drainage Rehabilitation Project, resulting in a total project cost of \$284,829.35.

CARRIED

7.7. Closed Session - RV Parking Located at Lot 18, Block 77, Plan 0822202 – FOIP Section 24(1)(a)

RESOLUTION #110/18

Councillor Gammana moved that the Regular Meeting of Council move to a Closed Session at 10:01 a.m. for Item 7.7 of the June 27, 2018, Regular Meeting of Council Agenda, pursuant to section 24(1)(a) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

Mayor Doerksen called a break at 10:02 a.m.

Mayor Doerksen reconvened the meeting at 10:10 a.m.

Ms. Livingston, Ms. Dyck, Ms. Bijeau, Ms. Wrigglesworth, and Ms. Martin were present to provide advice to Council and Mr. Rogers was present for audio recording.

RESOLUTION #111/18

Councillor Ballas moved that the Regular Meeting of Council come out of Closed Session at 10:37 a.m.

CARRIED

RESOLUTION #112/18

Deputy Mayor Wheeler moved that Council direct Administration to prepare a letter to the developer advising that the Town will not be assuming responsibility or ownership of Lot 18, Block 77, Plan 082 2202.

CARRIED

8.0 Department Reports

8.1. Engineering and Development

Ms. Wrigglesworth provided a report to Council regarding activities being undertaken in the Engineering and Development Department, as well as Public Works.

8.2. Community Services and FCSS

Ms. Driessen provided an update from the Community Services Department and FCSS.

8.3. Emergency Services

Chief Thomson provided a report on the activities of Emergency Services, including a review of the May 2018 statistics.

8.4. Acting CAO/Administration

Ms. Livingston provided a report to Council regarding activities within the Office of the CAO, as well as advised of a quorum issue with the Regular Meeting of Council on July 18, 2018.

Mayor Doerksen called a break at 11:01 a.m.

Mayor Doerksen reconvened the meeting at 11:08 a.m.

RESOLUTION #113/18

Councillor Butz moved that Council cancel the July 18, 2018, Regular Meeting of Council due to lack of quorum.

CARRIED

9.0 Council Reports

9.1. Councillor Dodds

- June 7 – Meeting with Brazeau County Council;
- June 11 – Crime in the Community – Community Consultative Group Discussion;
- June 12 – Budget and Asset Management Committee Meeting;
- June 13 – Economic Development Committee Meeting;
- June 19 – Special Meeting of Council;
- June 20 – Tour of the Aspen Waste Management Facility;
- June 23 – Brazeau County Eco-Fair;
- June 24 – Tour of Bio-Composites Group; and

- June 25 – Meeting with Federal Minister of Infrastructure, MLA Mark Smith, Drayton Valley-Devon, Bio Composites Group representatives.

9.2. Councillor Gammana

- June 7 – Meeting with Brazeau County Council;
- June 7 – Early Childhood Development Centre Open House;
- June 11 – Crime in the Community – Community Consultative Group Discussion;
- June 12 – Budget and Asset Management Committee Meeting;
- June 13 – Economic Development Committee Meeting;
- June 20 – Tour of the Aspen Waste Management Facility;
- June 23 – Brazeau County Eco-Fair;
- June 24 – Hemp Launch; and
- June 25 – Meeting with Federal Minister of Infrastructure, MLA Mark Smith, Drayton Valley-Devon, Bio Composites Group representatives.

9.3. Deputy Mayor Wheeler

- June 6 – Seniors Tea;
- Yellowhead Regional Library Board Meeting;
- National Aboriginal Awareness Day; and
- June 24 – Hemp Launch.

9.4. Councillor Butz

- June 6 – Seniors Tea;
- June 7 – Meeting with Brazeau County Council;
- June 11 – Crime in the Community – Community Consultative Group Discussion;
- June 12 – Budget and Asset Management Committee Meeting;
- June 18 – Discussion on Cannabis from Healthy Communities Coalition and RCMP;
- June 19 – Special Meeting of Council;
- June 20 – Tour of the Aspen Waste Management Facility;
- June 22 – Brazeau Foundation Board Meeting; and
- June 26 – Reviewed Applications for the Chief Operating Officer position.

9.5. Councillor Ballas

- June 6 – RCMP Open House;
- June 7 – Meeting with Brazeau County Council;
- June 9 – Humans Helping Humans Housing Foundation Build Day;
- June 9 – Ride for Dad;
- June 20 – Tour of the Aspen Waste Management Facility;
- June 23 – Brazeau County Eco-Fair;
- June 24 – Hemp Launch;
- June 24 – Tour of Bio-Composites Group;
- June 25 – Meeting with Federal Minister of Infrastructure, MLA Mark Smith, Drayton Valley-Devon, Bio Composites Group representatives; and
- June 26 – Reviewed Applications for the Chief Operating Officer position.

9.6. Councillor Peebles

- Councillor Peebles was absent.

9.7. Mayor Doerksen

- June 7 – Meeting with Brazeau County Council;
- June 11 – Crime in the Community – Community Consultative Group Discussion;
- June 12 – Budget and Asset Management Committee Meeting;
- June 13 – Economic Development Committee Meeting;
- June 13 – Northern Alberta Mayor's and Reeve's Caucus;
- June 18 – Discussion on Cannabis from Healthy Communities Coalition and RCMP;
- June 20 – Meeting with Graphene Leaders Canada;
- June 20 – Meeting with representatives from ATCO;
- June 22 – Participated in a programming offered to schools at the Drayton Valley Museum;
- June 24 – Hemp Launch Event;
- June 25 – Meeting with Federal Minister of Infrastructure, MLA Mark Smith, Drayton Valley-Devon, Bio Composites Group representatives; and
- June 26 – Reviewed Applications for the Chief Operating Officer position.

10.0 Information Items

10.1. Report from the Federation of Canadian Municipalities – Back to Matagalpa

10.2. Economic Development Committee Meeting Notes – May 23, 2018

10.3. YRL Board Meeting Minutes – March 5, 2018 and June 11, 2018

10.4. Brazeau Foundation Meeting Minutes – April 20, 2018

10.5. Drayton Valley RCMP May 2018 Stats

10.6. Budget and Asset Management Committee Meeting Notes – May 7, 2018

10.7. Drayton Valley Brazeau County Fire Services – May 2018 Stats

10.8. FCSS Annual Report / Homelessness and Poverty Reduction Annual Report

RESOLUTION #114/18

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

CARRIED

11.0 Adjournment

Mayor Doerksen adjourned the meeting at 11:28 a.m.

MAYOR

ACTING CHIEF ADMINISTRATIVE OFFICER



Meeting Minutes

THOSE PRESENT:

Mayor Doerksen
Councillor Ballas
Councillor Butz
Councillor Dodds
Councillor Gammama
Councillor Peebles
Deputy Mayor Wheeler
Pam Livingston, Acting Chief
Administrative Officer

Rita Bijau, Executive Assistant
Vishal Sharma, Network and Systems
Administrator
Leonard Rogers, Information Services
Manager
Debbi Weber, GIS Analyst
Laine Mitchell, CIBW Radio
Members of the Public

ABSENT:

1.0 CALL TO ORDER

Mayor Doerksen called the meeting to order at 2:03 p.m.

2.0 Adoption of Agenda

RESOLUTION #115/18

Councillor Gammama moved to adopt the Agenda for the June 28, 2018, Special Meeting of Council, as presented.

CARRIED

RESOLUTION #116/18

Deputy Mayor Wheeler moved that Council adopt the Cannabis survey results as information.

CARRIED

3.0 Decision Items

3.1 Direction-setting for Cannabis Retail Stores in Drayton Valley

RESOLUTION #117/18

Deputy Mayor Wheeler moved that Council direct Administration to prepare a Land Use Amending Bylaw to address cannabis retail stores.

CARRIED

RESOLUTION #118/18

Deputy Mayor Wheeler moved that Council direct Administration to set a minimum setback for cannabis retail stores at 100m from schools, hospitals, playgrounds and sports fields.

Councillor Dodds proposed a friendly amendment to Resolution 119/18 to change the setback to 300m from schools, hospitals, and playgrounds and sports fields. Deputy Mayor Wheeler declined the friendly amendment.

RESOLUTION #119/18

Councillor Dodds moved to amend Resolution 119/18 to increase the setback to 300m from schools, hospitals, parks and sports fields

DEFEATED

RESOLUTION #118/18

Councillor Peebles proposed a friendly amendment to Resolution 118/18 to change the setback to 150m from schools, 100m from hospitals, and 150m from playgrounds and sports fields. Deputy Mayor Wheeler accepted the friendly amendment.

CARRIED AS AMENDED

RESOLUTION #120/18

Deputy Mayor Wheeler moved that Council direct Administration to prepare the aforementioned Land Use Amending Bylaw to allow cannabis retail stores within lands zoned as C1 (Central Commercial District), C2 (General Commercial District), M (Industrial District), as a permitted use.

Mayor Doerksen called for a break at 3:24 p.m.

Mayor Doerksen reconvened the meeting at 3:33 p.m.

Councillor Dodds proposed a friendly amendment to Resolution 120/18 to establish cannabis retail stores within lands zoned as C2 (General Commercial District) and M (Industrial District), removing C1(Central Commercial District) zoning. Deputy Mayor Wheeler declined the friendly amendment

RESOLUTION #121/18

Councillor Dodds moved to amend to establish cannabis retail stores within lands zoned as C2 (General Commercial District) and M (Industrial District), removing C1(Central Commercial District) zoning. Deputy Mayor Wheeler declined the friendly amendment

DEFEATED

RESOLUTION #120/18

Councillor Gammana proposed a friendly amendment to Resolution 120/18 to include the lands zoned as DTDC (Downtown Revitalization Direct Control District) as a discretionary use. Deputy Mayor Wheeler accepted the friendly amendment.

DEFEATED AS AMENDED

RESOLUTION #122/18

Deputy Mayor Wheeler moved that Council direct Administration to prepare the aforementioned Land Use Amending Bylaw to allow cannabis retail stores within lands zoned as C1 (Central Commercial District), C2 (General Commercial District), M (Industrial District), as a permitted use.

CARRIED

RESOLUTION #123/18

Councillor Butz moved that Council direct Administration to prepare the aforementioned Land Use Amending Bylaw to address cannabis retail stores by establishing setbacks between cannabis retail stores at 0 metres.

Councillor Dodds proposed a friendly amendment to Resolution 123/18 to direct Administration to prepare the aforementioned Land Use Amending Bylaw to address cannabis retail stores by establishing setbacks between cannabis retail stores at 250 metres. Councillor Butz declined the friendly amendment.

Councillor Peebles proposed a friendly amendment to Resolution 123/18 to direct Administration to prepare the aforementioned Land Use Amending Bylaw to address cannabis retail stores by establishing setbacks between cannabis retail stores at 75 metres. Councillor Butz declined the friendly amendment.

RESOLUTION #124/18

Councillor Peebles. moved to amend Resolution #123/18 to direct Administration to prepare the aforementioned Land Use Amending Bylaw to address cannabis retail stores by establishing setbacks between cannabis retail stores at 75 metres.

DEFEATED

RESOLUTION #123/18

CARRIED

RESOLUTION #125/18

Councillor Butz moved that Council direct Administration to prepare a Resolution for Council which will endorse cannabis counselling businesses as being included in the definition of 'personal service business' (LUB, Section 3) and same will be permitted or discretionary under the existing land uses under the Town's Land Use Bylaw 2007/24/D.

Councillor Gammana proposed a friendly amendment to Resolution #125/18 to have cannabis counselling businesses as a permitted use in lands zoned as C1 (Central Commercial District), C2 (General Commercial District), M (Industrial District), and DTCT (Downtown Revitalization Direct Control District). The amendment was declined as it changes the intent of the original motion.

CARRIED

RESOLUTION #126/18

Councillor Butz moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that:

Provincial Compliance

- a copy of the retail cannabis license issued by Alberta Gaming and Liquor Commission shall be provided to the Town prior to occupancy as a condition of Development Permit approval; and
- impose a condition on any Development Permit issued for a cannabis retail store requiring that the development:
 - shall not commence until authorized by and compliant with all federal or provincial legislation.

CARRIED

RESOLUTION #127/18

Deputy Mayor Wheeler moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that all cannabis retail stores require a Development Permit approved by the Town and that a cannabis retail store shall meet all applicable requirements of the respective district in which it is located.

CARRIED

RESOLUTION #128/18

Councillor Gammana moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that the hours of operation be set at a maximum operating hours of a cannabis retail store shall be 10:00 a.m. to 10:00 p.m. seven (7) days a week.

CARRIED

RESOLUTION #129/18

Councillor Peebles moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that, advertising and goods inside the premises of a cannabis retail store shall not be visible from the outside, and/or use of banner signs and inflatables shall be prohibited.

CARRIED

RESOLUTION #130/18

Councillor Dodds moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that, the cannabis retail store premises must operate separately from other businesses, including providing a separate loading space when one is required;

RESOLUTION #131/18

Deputy Mayor Wheeler moved to amend Resolution 130/18 to direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that, a cannabis retail store may be established within a multi-tenant building or as a part of a mixed-use development (residential above, provided there is no common entry or way of passing from one unit to another).

DEFEATED

RESOLUTION #130/18

DEFEATED

RESOLUTION #132/18

Councillor Butz moved to direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that, a cannabis retail store may be established within a multi-tenant building.

Councillor Peebles proposed a friendly amendment to add to Resolution 133/18 that the conditions of a Development Permit approval include:

- *the public entrance to the cannabis retail store must be direct to the outdoors and customer access to the premises is limited to a store-front that is visible from the street; and*
- *customer access from any lane or alley is strictly prohibited.*

Councillor Butz accepted the friendly amendment.

CARRIED AS AMENDED

RESOLUTION #133/18

Deputy Mayor Wheeler moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that the site require lighting, landscaping or screening measures that ensure the proposed development is compliant with adjacent or nearby uses and comply with Crime Prevention Through Environmental Design measures.

CARRIED

RESOLUTION #134/18

Councillor Gammana moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that, parking for a cannabis retail store shall be provided in accordance with the parking requirements for a retail store (LUB, Sections A32 and A33) and the parking requirements for the district in which it is located (LUB, Sections B11 through B14, B19, B20 and B24)

Councillor Ballas proposed a friendly amendment to add to Resolution 135/18 that the conditions of a Development Permit approval include:

- *that no customer parking shall be located at the rear of the cannabis retail store premises.*

Councillor Gammana accepted the friendly amendment.

CARRIED

RESOLUTION #135/18

Deputy Mayor Wheeler moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that, no outdoor storage of cannabis goods, materials, or supplies shall be allowed on the site.

CARRIED

RESOLUTION #136/18

Councillor Dodds moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that, the use shall not emit nuisances including, but not limited to, odour, noise or light, which may have a negative impact to adjacent sites or the surrounding area.

CARRIED

RESOLUTION #137/18

Deputy Mayor Wheeler moved that Council direct Administration to prepare an Amending Bylaw for Land Use Bylaw, which includes conditions of Development Permit approval, specifically that no variance for the proposed development of a cannabis retail store shall be granted by the Development Authority and any proposed variance shall require approval of Town Council.

CARRIED

Mayor Doerksen called for a break at 5:06 p.m.

Mayor Doerksen reconvened the meeting at 5:15 p.m.

RESOLUTION #138/18

Councillor Butz moved that Council direct Administration to prepare an Amending Bylaw for Signage Bylaw 2012/16/D, which includes requirements that:

- apply to exterior, permanent or affixed signs; and/or
- sandwich board signs;

AND which states that:

- any advertising or sign that is visible from the outside of the premises may contain only alpha-numeric characters and the business name;

AND

- reference to “Drayton Valley”, “Drayton”, “DV” is prohibited.

CARRIED

RESOLUTION #139/18

Councilor Butz moved that Council direct Administration to bring forward amendments to the Business License Bylaw to address cannabis businesses, which is to include definitions of cannabis retail stores and cannabis counselling business.

CARRIED

RESOLUTION #140/18

Councillor Butz moved that Council direct Administration to bring forward proposed amendments to the 2018 Fee Schedule to include Cannabis Retail Stores Business License Fees.

CARRIED

3.2 Direction-setting for Public Consumption of smoking or vaping Cannabis in Drayton Valley

RESOLUTION #141/18

Councillor Gammana moved that Council prohibit public consumption of cannabis within the Town of Drayton Valley.

CARRIED

4.0 Adjournment

Mayor Doerksen adjourned the meeting at 5:40 p.m.

MAYOR

ACTING CHIEF ADMINISTRATIVE
OFFICER



Meeting Minutes

THOSE PRESENT:

Mayor Doerksen
Councillor Ballas
Deputy Mayor Butz
Councillor Dodds
Councillor Gammata
Councillor Peebles
Councillor Wheeler
Pam Livingston, Acting Chief
Administrative Officer
Annette Driessen, Director Community
Services
Kevin McMillan, Senior Financial
Officer
Lola Strand, FCSS Program
Coordinator

Chandra Dyck, Legislative Services
Coordinator
Jennifer Stone, Records
Management/Communications
Sabine Larcher, Administrative
Assistant
Vishal Sharma, Network and Systems
Administrator
Leonard Rogers, Information Services
Manager
Cathy Weetman, Western Review
Laine Mitchell, CIBW Radio

ABSENT:

1.0 CALL TO ORDER

Mayor Doerksen called the meeting to order at 10:00 a.m.

2.0 Adoption of Agenda

RESOLUTION #142/18

Councillor Dodds moved to adopt the Agenda for the July 25, 2018, Special Meeting of Council, as presented.

CARRIED

3.0 Decision Items

3.1 Community, Culture and Recreation Infrastructure Grant (Aquatic Facility)

RESOLUTION #143/18

Councillor Ballas moved that Council approve the submission of an Expression of Interest to the Community, Culture and Recreation Infrastructure Grant for August 1, 2018.

CARRIED

3.2 Emergency and Transitional Housing Facility (working name: Community Connection Centre) Contribution of Land

RESOLUTION #144/18

Councillor Butz moved that Council support the application for funding by ARDN to the Provincial and Federal governments for the possible development of an emergency and transitional housing facility through contribution of land of approx. 0.4 acres in the value of \$74,000.00 within the Town of Drayton Valley contingent on Provincial and Federal funding, and to authorize Administration to prepare the necessary documentation with Mayoral approval.

CARRIED

3.3 Request from Citizens on Patrol – Logo Use

RESOLUTION #145/18

Councillor Wheeler moved that Council approve Citizens on Patrol's request to utilize the Town logo on the organization's recruitment brochure, with amendments as recommended by Administration regarding the language for support, as well as the Citizens on Patrol website to indicate that the group serves Drayton Valley.

CARRIED

3.4 Clean Energy Technology Centre Management – Closed – Section 24(1)(b) of the Freedom of Information and Protection Act

RESOLUTION #146/18

Councillor Wheeler moved that Council go into Closed Session at 10:40 a.m. due to section 24(1)(b) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED

Ms. Livingston, Mr. McMillan, and Ms. Dyck were present to provide advice.

Mayor Doerksen called a break at 12:00 p.m.

Mayor Doerksen reconvened the meeting at 1:05 p.m.

RESOLUTION #0147/18

Councillor Dodds moved that Council come out of Closed Session at 1:07 p.m.

CARRIED

RESOLUTION #148/18

Councillor Peebles moved that Council direct Administration to cease any economic development contract negotiations and to provide written notice to the respondents to the Expression of Interest that the project will not be preceding at this time and to advise P's and Q's Consulting Ltd. that the draft agreement provided to them is withdrawn and not open for acceptance.

CARRIED

3.5 Chief Administrative Officer Contract Approval – Closed – Section 24(1)(b) of the Freedom of Information and Protection Act

RESOLUTION #149/18

Councillor Wheeler moved that Council approve the Employment Agreement between the Town of Drayton Valley and Winston Rossouw as discussed in closed session.

CARRIED

3.6 Chief Administrative Officer Appointment

RESOLUTION #150/18

Councillor Gammana moved that Council appoint Winston Rossouw as the Chief Administrative Officer for the Town of Drayton Valley, pursuant to the Chief Administrative Officer Bylaw 2009/12/A, effective July 30, 2018.

CARRIED

4.0 Adjournment

Mayor Doerksen adjourned the meeting at 1:09 p.m.

MAYOR

ACTING CHIEF ADMINISTRATIVE
OFFICER

WAIVER OF NOTICE FOR SPECIAL MEETING OF DRAYTON VALLEY TOWN COUNCIL

As per Section 194 of the MGA, Revised Statutes of Alberta 2000, Chapter M-26, the Drayton Valley Town Council hereby waives notice of a Special Meeting to be held on July 25, 2018, at 10:00 a.m. at the Civic Centre, 5120-52 Street, Council Chambers, for the following purpose:

- a. Community, Culture and Recreation Infrastructure Grant (Aquatic Facility)
- b. Emergency and Transitional Housing Facility (working name: Community Connection Centre) Contribution of Land
- c. Request from Citizens on Patrol – Logo Use
- d. Clean Energy Technology Centre Management – Closed – Section 24(1)(b) of the Freedom of Information and Protection Act
- e. Chief Administrative Officer Contract Approval – Closed – Section 24(1)(b) of the Freedom of Information and Protection Act
- f. Chief Administrative Officer Appointment

The following consent to the "Waiver of Notice" for the above purpose, signed this 25th day of July, 2018.


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): _____

Organization: _____

Contact Number: _____ 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)

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



COUNCIL REQUEST FOR DECISION

SUBJECT:	Proposed Cannabis Bylaws for the Town of Drayton Valley <ul style="list-style-type: none"> • Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D • Business License Amending (Cannabis Retail) Bylaw 2018/10/D • Signage Amending (Cannabis) Bylaw 2018/11/D • Cannabis-Free Public Places Bylaw 2018/12/P • Smoke-Free Public Places Bylaw 2018/13/P
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MEETING DATE:	August 8, 2018
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SUBMITTED BY:	Chandra Dyck, Legislative Services Coordinator
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PROPOSAL AND BACKGROUND:

Pursuant to the direction received from Council at the Special Meeting of Council held on June 28, 2018, Administration has prepared the Bylaws necessary to create the amendments to allow for the sale of cannabis within the Town, subject to specific restrictions regarding location, signage, and Business License requirements. The need for these Bylaws is perpetuated by the anticipated legalization of cannabis by the Federal Government in October 2018. In an effort to be proactive in ensuring local regulations are in place, Administration recommends that the attached proposed Bylaws be considered for First Readings today, which would trigger the formal Public Hearing process required for each of the proposed pieces of legislation.

Also prepared for Council's consideration, based on the direction provided to Administration on June 28, 2018, is the Cannabis-Free Public Places Bylaw which would restrict consumption of cannabis in any public location, including sidewalks, trails, parks, and the like. In order to ensure that all Bylaws are current and meet the needs of the community, Administration has prepared and presents for Council consideration, the Smoke-Free Public Places Bylaw which would replace the Town's existing Smoking Bylaw 2013/18/P which is obsolete as it reads now.

OPTIONS AND ALTERNATIVES, WITH ANALYSIS:

- A. Give First Reading to any or all of the attached Bylaws, as presented. This will allow Administration to commence the public consultation process and schedule the Public Hearings for each of the Bylaws.

- B. Make amendments to any of the attached Bylaws prior to giving First Reading. This will allow Administration to commence the public consultation process and schedule the Public Hearings for each of the Bylaws.
- C. Delay giving First Reading and direct Administration to undertake additional work or amendments to any or all of the attached Bylaws, with direction to bring the Bylaw(s) back for First Reading. This will result in a delay in implementation of the Bylaws, however Administration will endeavour to have the Bylaws presented to Council for approval in consideration of the proposed legalization of cannabis in October 2018.

BUDGET / RESOURCE IMPLICATIONS:

There are no budgetary implications associated with giving First Reading to the proposed Bylaws.

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

Should Council give First Reading to any of the Bylaws today, Public Hearings will be scheduled. Notice of the Public Hearings will be advertised on the Town's website and via the Town's social media forums, as well as through local print and radio media to encourage public participation.

The *Municipal Government Act* requires that Public Hearings be advertised for two (2) consecutive weeks with five (5) clear days between the notice publication and the date of the Public Hearing. Administration recommends that Public Hearings for the proposed Bylaws be scheduled to allow six (6) weeks of public engagement; the resulting date for the Public Hearings and consideration of Second and Third Readings would then be September 19, 2018. The earlier Council Meeting date (August 29th, 2018) would allow only three (3) weeks' for the public to provide feedback. Should Council wish to provide further time for public review of the proposed Bylaws, a Special Meeting of Council may be necessary as the regular Meeting of Council in October 2018 is scheduled for the date of cannabis legalization, which could result in a permit processing and business opening timing complications.

POTENTIAL MOTIONS:

Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D:

- Option A: That Council give First Reading to proposed Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D, as presented; or
- Option B: That Council give First Reading to proposed Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D, with amendments to _____; or
- Option C: That Council table proposed Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D, with direction to Administration as to next steps.

Business License Amending (Cannabis Retail) Bylaw 2018/10/D:

- Option A: That Council give First Reading to proposed Business License Amending (Cannabis Retail) Bylaw 2018/10/D, as presented; or
- Option B: That Council give First Reading to proposed Business License Amending (Cannabis Retail) Bylaw 2018/10/D, with amendments to _____; or
- Option C: That Council table proposed Business License Amending (Cannabis Retail) Bylaw 2018/10/D, with direction to Administration as to next steps.

Signage Amending (Cannabis) Bylaw 2018/11/D:

- Option A: That Council give First Reading to proposed Signage Amending (Cannabis) Bylaw 2018/11/D, as presented; or
- Option B: That Council give First Reading to proposed Signage Amending (Cannabis) Bylaw 2018/11/D, with amendments to _____; or
- Option C: That Council table proposed Signage Amending (Cannabis) Bylaw 2018/11/D, with direction to Administration as to next steps.

Cannabis-Free Public Places Bylaw 2018/12/P:

- Option A: That Council give First Reading to proposed Cannabis-Free Public Places Bylaw 2018/12/P, as presented; or
- Option B: That Council give First Reading to proposed Cannabis-Free Public Places Bylaw 2018/12/P, with amendments to _____; or
- Option C: That Council table proposed Cannabis-Free Public Places Bylaw 2018/12/P.

Smoke-Free Public Places Bylaw 2018/13/P:

- Option A: That Council give First Reading to proposed Smoke-Free Public Places Bylaw 2018/13/P, as presented; or
- Option B: That Council give First Reading to proposed Smoke-Free Public Places Bylaw 2018/13/P, with amendments to _____; or
- Option C: That Council table proposed Smoke-Free Public Places Bylaw 2018/13/P.

ATTACHMENTS:

- Attachment 1: Proposed Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D
Attachment 2: Proposed Business License Amending (Cannabis Retail) Bylaw 2018/10/D
Attachment 3: Proposed Signage Amending (Cannabis) Bylaw 2018/11/D
Attachment 4: Proposed Cannabis-Free Public Places Bylaw 2018/12/P
Attachment 5: Proposed Smoke-Free Public Places Bylaw 2018/13/P

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. 2018/09/D

Name of Bylaw: Land Use Amending (Cannabis) Bylaw

WHEREAS the House of Commons has given three readings to the *Cannabis Act* (Bill C-45, *An Act respecting cannabis and to amend the Controlled Drugs and Substances Act, the Criminal Code and other Acts*, 1st Sess, 42nd Parl, 2017) which will permit persons to possess cannabis if purchased from an authorized person;

AND WHEREAS it is anticipated that the *Cannabis Act* will come into force in October, 2018 or shortly thereafter;

AND WHEREAS the Province of Alberta has enacted *An Act to Control and Regulate Cannabis*, S.A. 2017, c. 21 which will place restrictions on the sale of cannabis in Alberta and will grant certain powers to municipalities to further restrict sales;

AND WHEREAS Council deems it necessary to impose additional restrictions on the sale of cannabis in Drayton Valley;

AND WHEREAS the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto, authorizes the Council to pass, repeal or amend a Bylaw;

AND WHEREAS Council of Town of Drayton Valley deems is expedient and proper, under the authority of and in accordance with the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments thereto, to make certain amendments to the Town of Drayton Valley Land Use Bylaw;

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 "Land Use Amending (Cannabis) Bylaw" of the Town of Drayton Valley.

PURPOSE

2. The purpose of this Bylaw is to amend Town of Drayton Valley Land Use Bylaw 2007/24/D and Land Use Amendment Bylaw (re: Adult Business) 2012/25/D, to include provisions for the retail sale of cannabis and cannabis products within the Town.

3. The following shall be added, in alphabetical order, to Section 3 Definitions of Land Use Bylaw 2007/24/D:
- a. *cannabis*:
 - i. means any part of the cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds, and any other substance defined as cannabis in the *Cannabis Act* (Canada) and its regulations, as amended from time to time;
 - ii. including edible products that contain cannabis in any of its forms;
 - iii. means the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not;
 - iv. includes any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained;
 - v. but does not mean:
 - a) a non-viable seed of a cannabis plant;
 - b) a mature stalk, without any leaf flower, seed or branch, of such a plant;
 - c) fibre derived from a stalk; or
 - d) the root or any part of the root of such a plant;
 - b. *cannabis accessory(ies)* means, as defined in the *Cannabis Act* (Canada) and its regulations, as amended from time to time:
 - i. a thing, including rolling papers or wraps, holders, pipes, water pipes, bongs and vaporizers, that is represented to be used in the consumption of cannabis or a thing that is represented to be used in the production of cannabis; or
 - ii. a thing that is deemed under subsection (3) to be represented to be used in the consumption or production of cannabis;
 - c. *cannabis counselling business* means a use:
 - i. where counselling on cannabis is provided by persons who are not medical professionals;
 - ii. where consumption of cannabis must not occur;
 - iii. where the sale of cannabis must not occur; and
 - iv. that may include the ancillary retail sale or rental of merchandise;
 - d. *cannabis retail store(s)* means a retail store licensed by the Province of Alberta where cannabis and cannabis accessories are sold to individuals who attend at the premises, but does not include a cannabis production and distribution facility, a medical marijuana dispensary or a business which allows the consumption of cannabis, such as a cannabis lounge;

- e. *Peace Officer* means a person appointed as a Peace Officer pursuant to section 7 of the *Peace Officer Act*, S.A. 2006, chapter P-35, and also includes but is not limited to a Police Officer, Royal Canadian Mounted Police Officer, Special Constable, Bylaw Enforcement Officer, Safety Codes Officer, or a person designated by Council to enforce the provisions of this Bylaw;
 - f. *sports field(s)* means land owned or managed by a government or municipality and used by the public for athletics, recreation and entertainment;
- 4. The definition of “personal service establishment” within Section 3 Definitions of Land Use Bylaw 2007/24/D, is amended by adding the words “cannabis counselling business”.
 - 5. The definition of “Adult business” within Section 1 of Land Use Amendment Bylaw (re: Adult Business) 2012/25/D, is amended by adding the words “This does not include a medical marijuana dispensary(ies), cannabis counselling business(es) or cannabis retail store(s), or a business selling cannabis accessories; nor does this include a cannabis production and distribution facility(ies).”
 - 6. The words “This does not include a cannabis production and distribution facility(ies).” are added to the following definitions contained within Land Use Bylaw 2007/24/D:
 - a. Agriculture;
 - b. Agricultural, retail;
 - c. Extensive agriculture;
 - d. Farmstead;
 - e. Home business;
 - f. Industrial, light;
 - g. Industrial, heavy;
 - h. Intensive Agriculture;
 - i. Landscaping;
 - j. Manufacturing industry;
 - k. Manufacturing, processing, and fabrication;
 - l. Storage Shed;
 - m. Temporary building;
 - n. Trade workshop; and
 - o. Warehouse or warehousing.

7. The words “This does not include a business which allows the consumption of cannabis, such as, but not limited to, a cannabis lounge.” Are added to the following definitions contained within Land Use Bylaw 2007/24/D:
 - a. Clubs and associations;
 - b. Home business;
 - c. Live entertainment;
 - d. Personal service establishment;
 - e. Private lodge/club; and
 - f. Social care facility.
8. The words “This does not include a medical marijuana dispensary(ies) or cannabis retail store(s).” are added to the following definitions contained within Land Use Bylaw 2007/24/D:
 - a. Convenience store;
 - b. Drive-in or drive-through business;
 - c. Gas bar associated with retail sales;
 - d. Gasoline and other fuel sales;
 - e. Home business;
 - f. Home office;
 - g. Liquor store;
 - h. Pawn shop;
 - i. Retail;
 - j. Retail Liquor Store;
 - k. Second-hand store; and
 - l. Service station.
9. Land Use Bylaw 2007/24/D is amended by adding, within land use sections B11 - C1 Central Commercial District, B12 – C2 General Commercial District, B14 – M Industrial District, B24 – RI Rural Industrial District “cannabis retail store” as Permitted Use.
10. Land Use Bylaw 2007/24/D Section A2 of Schedule “A” is hereby amended by adding the following:

“CANNABIS RETAIL STORE(S)

 - 2.3 Any cannabis retail store requires a Development Permit approved by the Town of Drayton Valley, and shall meet all applicable requirements of the respective district in which it is located.

- 2.4 A cannabis retail store shall:
 - 2.4.1 not be located within 100 metres of the boundary of any existing or intended hospital;
 - 2.4.2 if fronting any of the foregoing, not be located closer than 150 metres from the boundary of any:
 - a. school or school reserve lands;
 - b. playground; or
 - c. sports field.
- 2.5 An applicant that applies for a Development Permit for a cannabis retail store shall be required to:
 - 2.5.1 produce evidence that the location meets the provincial requirements for minimum separation distances from:
 - a. schools;
 - b. municipal school reserve parcels;
 - c. school reserve parcels; and
 - d. provincial health care facilities;
 - 2.5.2 produce evidence that the location meets the municipally required setbacks noted in foregoing section 2.4;
 - 2.5.3 obtain the prerequisite provincial license prior to commencing development;
 - 2.5.4 maintain the provincial license in good standing; and
 - 2.5.5 comply with all provincial requirements.
- 2.6 The conditions of a Development Permit approved for the development of a cannabis retail store, in addition to those listed in Section 14, include:
 - 2.6.1 a copy of the retail cannabis license issued by Alberta Gaming and Liquor Commission shall be provided to the Town prior to occupancy;
 - 2.6.2 development shall not commence until authorized by and compliant with all federal or provincial legislation;

- 2.6.3 the maximum operating hours of a cannabis retail store shall be ten o'clock in the morning (10:00 am) to ten o'clock in the evening (10:00 pm), seven (7) days per week, excluding those dates of closure mandated by the Province of Alberta;
- 2.6.4 advertising and goods inside the premises of a cannabis retail store shall not be visible from the outside;
- 2.6.5 use of banner signs and inflatable advertising shall be prohibited;
- 2.6.6 a cannabis retail store may be established within a multi-tenant building
- 2.6.7 the public entrance to the cannabis retail store must be direct to the outdoors and customer access to the premises is limited to a store-front that is visible from the street;
- 2.6.8 customer access from any lane or alley is strictly prohibited;
- 2.6.9 the site require lighting, landscaping or screening measures that ensure the proposed development is compliant with adjacent or nearby uses and comply with Crime Prevention Through Environmental Design measures;
- 2.6.10 parking shall be provided in accordance with the parking requirements for a retail store and the parking requirements for the district in which it is located;
- 2.6.11 no customer parking shall be located at the rear of the cannabis retail store premises;
- 2.6.12 no outdoor storage of cannabis goods, materials, or supplies shall be allowed on the site;
- 2.6.13 the use shall not emit nuisances including, but not limited to, odour, noise or light, which may have a negative impact to adjacent sites or the surrounding area;
- 2.7 Notwithstanding the authorities granted under Section 13.7 of this Bylaw, no variance for the proposed development of a cannabis retail store shall be granted by the Development Authority. Any proposed variance shall require approval of Town Council.

- 2.8 The separation distance between cannabis retail stores and those land uses described in Section 2.4 shall be determined by measuring a straight line from the closest point on the lot line of the lot on which the proposed cannabis retail store is to be located to the closest point on the lot line of the lot on which the other specified use is located. The separation distance shall not be measured from district boundaries or walls of any building.

INTERPRETATION

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

SEVERABILITY

14. If any provision of this Bylaw is held 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 come into force and have effect from and after the date of third reading thereof.

Read a first time this _____ day of _____, 2018, A. D.

Public Hearing held this _____ day of _____, 2018, A. D.

Read a second time this _____ day of _____, 2018, A. D.

Read a third and final time this _____ day of _____, 2018, A. D.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



BYLAW NO. 2018/10/D

Name of Bylaw: Business License Amending (Cannabis Retail) Bylaw

WHEREAS the House of Commons has given three readings to the *Cannabis Act* (Bill C-45, *An Act respecting cannabis and to amend the Controlled Drugs and Substances Act, the Criminal Code and other Acts*, 1st Sess, 42nd Parl, 2017) which will permit persons to possess cannabis if purchased from an authorized person;

AND WHEREAS it is anticipated that the *Cannabis Act* will come into force in October, 2018 or shortly thereafter;

AND WHEREAS the Province of Alberta has enacted *An Act to Control and Regulate Cannabis*, S.A. 2017, c. 21 which will place restrictions on the sale of cannabis in Alberta and will grant certain powers to municipalities to further restrict sales;

AND WHEREAS Council deems it necessary to impose additional restrictions on the sale of cannabis in Drayton Valley;

AND WHEREAS the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto, authorizes the Council to pass, repeal or amend a Bylaw;

AND WHEREAS Council of Town of Drayton Valley deems it expedient and proper, under the authority of and in accordance with the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments thereto, to make certain amendments to the Town of Drayton Valley Business License Bylaw;

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 "Business License Amending (Cannabis Retail) Bylaw" of the Town of Drayton Valley.

PURPOSE

2. The purpose of this Bylaw is to amend Town of Drayton Valley Business License Bylaw 2008/18/D to include provisions for the retail sale of cannabis and cannabis products within the Town.

3. The following shall be added, in alphabetical order, to Section 3 Definitions of Business License Bylaw 2008/18/D:
- a. *cannabis*:
 - i. means any part of the cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds, and any other substance defined as cannabis in the *Cannabis Act* (Canada) and its regulations, as amended from time to time;
 - ii. including edible products that contain cannabis in any of its forms;
 - iii. means the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not;
 - iv. includes any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained;
 - v. but does not mean:
 - a) a non-viable seed of a cannabis plant;
 - b) a mature stalk, without any leaf flower, seed or branch, of such a plant;
 - c) fibre derived from a stalk; or
 - d) the root or any part of the root of such a plant;
 - b. *cannabis accessory(ies)* means, as defined in the *Cannabis Act* (Canada) and its regulations, as amended from time to time:
 - i. a thing, including rolling papers or wraps, holders, pipes, water pipes, bongs and vaporizers, that is represented to be used in the consumption of cannabis or a thing that is represented to be used in the production of cannabis; or
 - ii. a thing that is deemed under subsection (3) to be represented to be used in the consumption or production of cannabis;
 - c. *cannabis counselling business* means a use:
 - i. where counselling on cannabis is provided by persons who are not medical professionals;
 - ii. where consumption of cannabis must not occur;
 - iii. where the sale of cannabis must not occur; and
 - iv. that may include the ancillary retail sale or rental of merchandise;
 - d. *cannabis retail store(s)* means a retail store licensed by the Province of Alberta where cannabis and cannabis accessories are sold to individuals who attend at the premises, but does not include a cannabis production and distribution facility, a medical marijuana dispensary or a business which allows the consumption of cannabis, such as a cannabis lounge;

- e. *Peace Officer* means a person appointed as a Peace Officer pursuant to section 7 of the *Peace Officer Act*, S.A. 2006, chapter P-35, and also includes but is not limited to a Police Officer, Royal Canadian Mounted Police Officer, Special Constable, Bylaw Enforcement Officer, Safety Codes Officer, or a person designated by Council to enforce the provisions of this Bylaw;
4. Business License Bylaw 2008/18/D is amended by adding:

“PART IV(I) – SPECIAL PROVISIONS RELATING TO CANNABIS RETAIL STORES AND CANNABIS COUNSELLING BUSINESSES

34. CANNABIS BUSINESS LICENSES

- 34.1 Anyone operating a cannabis retail store, a store selling cannabis accessories or a cannabis counselling business (defined within Section 3 and hereinafter collectively referred to as a “cannabis business”) must obtain a Business License in compliance with this Bylaw, as well as a Development Permit pursuant to the Town’s Land Use Bylaw.
- 34.2 Before any person carries on or provides the services of a cannabis business, a written application must be made to the License Inspector for a Business License.
- 34.3 A Business License for a cannabis business may not be issued to:
 - 34.3.1 an individual under the age of 18 years;
 - 34.3.2 a partnership with any partner under the age of 18 years;
or
 - 34.3.3 a corporation with any shareholder, director or officer under the age of 18 years.
- 34.4 Every Application for the issue or renewal of a Business License for a cannabis business must be in a form prescribed by the Town and must contain at least the information set out in Part IV(I) hereof.
- 34.5 All Applicants for a cannabis Business License must provide:
 - 34.5.1 the business address of the cannabis business;
 - 34.5.2 the business telephone numbers including, but not limited to, cellular phones, digital phones, pagers and fax lines;

- 34.5.3 all names used by the cannabis business;
- 34.5.4 all electronic mail addresses used by the cannabis business;
- 34.5.5 all internet computer addresses used by the cannabis business;
- 34.5.6 the original signature of the Applicant;
- 34.5.7 the original signature of the owner(s) of the parcel of land from which the business is proposed to be operated; and
- 34.5.8 a copy of the retail cannabis license issued by Alberta Gaming and Liquor Commission, which shall be provided to the Town prior to occupancy of the business premises.

35. CANNABIS BUSINESS OPERATIONAL CONDITIONS

- 35.1 The owner, operator or manager of a cannabis business shall post, and keep posted, at every entrance of the building, signage which clearly indicates that no person under the age of eighteen (18) years is permitted to enter or to remain in the premises.
- 35.2 No owner, operator, manager or any person working in a cannabis business shall:
 - 35.2.1 permit any individual or person under the age of eighteen (18) years to enter or to remain in any such business premises; or
 - 35.2.2 display cannabis, cannabis accessories or signage so that it is visible from the outside of the business premises; or
 - 35.2.3 display any signage or form of advertisement that indicates that cannabis or cannabis accessories are available in the business;
 - 35.2.4 allow a person to smoke, vape, consume or otherwise ingest cannabis or products containing cannabis on the premises; or

35.2.5 use the premises to carry on business other than the cannabis-related business and accessory use.

35.3 The maximum operating hours of a cannabis business shall be ten o'clock in the morning (10:00 am) to ten o'clock in the evening (10:00 pm), seven (7) days per week, excluding those dates of closure mandated by the Province of Alberta.

36. SPECIFIC OFFENCES RELATING TO CANNABIS BUSINESSES

36.1 No Person under the age of eighteen (18) shall engage in the business of or operate a cannabis business.

36.2 No Person shall operate a cannabis business without holding a valid and subsisting Business License.

36.3 No cannabis business shall employ the services of a person under the age of eighteen (18) years.

36.4 No cannabis business shall advertise or promote their services in any fashion using a name other than the name on the Business License issued to the cannabis business unless the name has been registered with the Registrar of Corporations and the License Inspector so advised.

36.5 No cannabis business shall advertise or promote their services in any fashion using:

36.5.1 a telephone number;

36.5.2 a name;

36.5.3 an electronic mail address; or

36.5.4 an internet address,

unless the cannabis business has first provided the number, name or address in writing to the License Inspector.

36.6 No person shall supply incorrect, incomplete or misleading information in an Application for the issue or renewal of a cannabis Business License.

36.7 All cannabis businesses shall notify the License Inspector forthwith, in writing, of any change to any of the information contained in the most recent Application for the issue or renewal of a Business License. In so updating such information, the holder of the Business License shall be required to complete any forms required by the Town and submit, immediately upon request, the appropriate fees as set out in the Town's Annual Fee Schedule for the change in the Business License information.

36.8 A Licensee shall provide their Business License when requested to do so by a Peace Officer.

37. CANNABIS BUSINESS LICENSE FEES

37.1 The Licensing fees for a cannabis Business License are set out in the Town's Annual Fee Schedule."

5. Business License Bylaw 2008/18/D is amended by adding:

"26.5.3 Breach of any provisions in this Bylaw related to an cannabis business:

26.5.3.1 Unlicensed Cannabis Business: \$2,500.00;

26.5.3.2 Improper Advertising: \$1,000.00;

26.5.3.3 Failure to Provide
Change of Information: \$ 500.00;

26.5.3.4 Failure to Provide
Proof of Valid License \$ 500.00:

26.5.3.5 Providing Incorrect, Incomplete
or Misleading Information: \$1,000.00."

INTERPRETATION

6. Words used in the singular include the plural and vice-versa.

7. When a word is used in the masculine or feminine it will refer to either gender.

8. Words used in the present tense include the other tenses and derivative forms.

SEVERABILITY

9. If any provision of this Bylaw is held 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 come into force and have effect from and after the date of third reading thereof.

Read a first time this _____ day of _____, 2018, A. D.

Public Hearing held this _____ day of _____, 2018, A. D.

Read a second time this _____ day of _____, 2018, A. D.

Read a third and final time this _____ day of _____, 2018, A. D.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



BYLAW NO. 2018/11/D

Name of Bylaw: Signage Amending (Cannabis) Bylaw

WHEREAS the House of Commons has given three readings to the *Cannabis Act* (Bill C-45, *An Act respecting cannabis and to amend the Controlled Drugs and Substances Act, the Criminal Code and other Acts*, 1st Sess, 42nd Parl, 2017) which will permit persons to possess cannabis if purchased from an authorized person;

AND WHEREAS it is anticipated that the *Cannabis Act* will come into force in October, 2018 or shortly thereafter;

AND WHEREAS the Province of Alberta has enacted *An Act to Control and Regulate Cannabis*, S.A. 2017, c. 21 which will place restrictions on the sale of cannabis in Alberta and will grant certain powers to municipalities to further restrict sales;

AND WHEREAS Council deems it necessary to impose additional restrictions on the sale of cannabis in Drayton Valley;

AND WHEREAS the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto, authorizes the Council to pass, repeal or amend a Bylaw;

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 "Signage Amending (Cannabis) Bylaw" of the Town of Drayton Valley.

PURPOSE

2. The purpose of this Bylaw is to amend Town of Drayton Valley Signage License Bylaw 2012/16/D to include provisions for the use of signage in the retail sale of cannabis and cannabis products within the Town.
3. The following shall be added, in alphabetical order, to Section 2 Definitions of Signage Bylaw 2012/16/D:
 - a. *cannabis*:
 - i. means any part of the cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds, and any other substance defined as cannabis in the *Cannabis Act* (Canada) and its regulations, as amended from time to time;
 - ii. including edible products that contain cannabis in any of its forms;

- iii. means the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not;
 - iv. includes any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained;
 - v. but does not mean:
 - a) a non-viable seed of a cannabis plant;
 - b) a mature stalk, without any leaf flower, seed or branch, of such a plant;
 - c) fibre derived from a stalk; or
 - d) the root or any part of the root of such a plant;
 - b. *cannabis accessory(ies)* means, as defined in the *Cannabis Act* (Canada) and its regulations, as amended from time to time:
 - i. a thing, including rolling papers or wraps, holders, pipes, water pipes, bongs and vaporizers, that is represented to be used in the consumption of cannabis or a thing that is represented to be used in the production of cannabis; or
 - ii. a thing that is deemed under subsection (3) to be represented to be used in the consumption or production of cannabis;
 - c. *cannabis counselling* means a use:
 - i. where counselling on cannabis is provided by persons who are not medical professionals;
 - ii. where consumption of cannabis must not occur;
 - iii. where the sale of cannabis must not occur; and
 - iv. that may include the ancillary retail sale or rental of merchandise;
 - d. *cannabis retail store(s)* means a retail store licensed by the Province of Alberta where cannabis and cannabis accessories are sold to individuals who attend at the premises, but does not include a cannabis production and distribution facility, a medical marijuana dispensary or a business which allows the consumption of cannabis, such as a cannabis lounge;
 - e. *Peace Officer* means a person appointed as a Peace Officer pursuant to section 7 of the *Peace Officer Act*, S.A. 2006, chapter P-35, and also includes but is not limited to a Police Officer, Royal Canadian Mounted Police Officer, Special Constable, Bylaw Enforcement Officer, Safety Codes Officer, or a person designated by Council to enforce the provisions of this Bylaw;
4. Signage Bylaw 2012/16/D is amended by adding

“15A. SIGNAGE FOR CANNABIS BUSINESSES

15A.1 Notwithstanding the foregoing, exterior, permanent and affixed signage, as well as sandwich board signs for cannabis retail stores, stores selling cannabis accessories, and cannabis counselling businesses are restricted as follows:

15A.1.1 any advertising or sign that is visible from the outside of the premises may contain only alpha-numeric characters and the business name; and

15A.1.2 reference to “Drayton Valley”, “Drayton” or “DV” is prohibited.”

15A.2 Advertising and goods inside the premises shall not be visible from the outside.

15A.3 Use of banner signs and inflatable signs or structures is prohibited.

INTERPRETATION

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

SEVERABILITY

8. If any provision of this Bylaw is held 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 come into force and have effect from and after the date of third reading thereof.

Read a first time this ____ day of _____, 2018, A. D.

Public Hearing held this ____ day of _____, 2018, A. D.

Read a second time this ____ day of _____, 2018, A. D.

Read a third and final time this ____ day of _____, 2018, A. D.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**BYLAW NO. 2018/12/P****Name of Bylaw: Cannabis-Free Public Places Bylaw**

WHEREAS the House of Commons has given three readings to the *Cannabis Act* (Bill C-45, *An Act respecting cannabis and to amend the Controlled Drugs and Substances Act, the Criminal Code and other Acts*, 1st Sess, 42nd Parl, 2017) which will permit persons to possess cannabis if purchased from an authorized person;

AND WHEREAS it is anticipated that the *Cannabis Act* will come into force in October, 2018 or shortly thereafter;

AND WHEREAS the Province of Alberta has enacted *An Act to Control and Regulate Cannabis*, S.A. 2017, c. 21 which will place restrictions on the smoking or vaping of cannabis in public places;

AND WHEREAS pursuant to section 7 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, Council may pass bylaws respecting:

- (a) the safety, health and welfare of people and the protection of people and property;
- (b) people activities and things in, on or near a public place or place that is open to the public; and
- (c) the enforcement of bylaws made under the *Municipal Government Act* or any other enactment;

AND WHEREAS Council deems it necessary to impose additional restrictions on the smoking, vaping, and other forms of consumption of cannabis in public places to prevent behaviours and conduct that may have a negative impact on the enjoyment of public places;

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 “Cannabis-Free Public Places Bylaw” of the Town of Drayton Valley.

PURPOSE

2. The purpose of this Bylaw is to establish regulations with respect to the smoking, vaping and public consumption of cannabis products within the Town of Drayton Valley.

DEFINITIONS

3. In this Bylaw, including this section, unless the context otherwise requires:

3.1 *cannabis*:

- a. means any part of the cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds, and any other substance defined as cannabis in the *Cannabis Act* (Canada) and its regulations, as amended from time to time;
- b. including edible products that contain cannabis in any of its forms;
- c. means the phytocannabinoids produced by, or found in, such a plant, regardless of whether that part has been processed or not;
- d. includes any substance that is identical to any phytocannabinoid produced by, or found in, such a plant, regardless of how the substance was obtained;
- e. but does not mean:
 - i. a non-viable seed of a cannabis plant;
 - ii. a mature stalk, without any leaf flower, seed or branch, of such a plant;
 - iii. fibre derived from a stalk; or
 - iv. the root or any part of the root of such a plant;

3.2 *consume* where used as a verb in respect of cannabis, includes smoke, vape, apply, inhale or ingest;

3.3 *Council* means the Municipal Council of the Town of Drayton Valley;

3.4 *Peace Officer* means a person appointed as a Peace Officer pursuant to section 7 of the *Peace Officer Act*, S.A. 2006, chapter P-35, and also includes but is not limited to a Police Officer, Royal Canadian Mounted Police Officer, Special Constable, Bylaw Enforcement Officer, Safety Codes Officer, or a person designated by Council to enforce the provisions of this Bylaw;

3.5 *person* means a corporation, partnership, or individual, and the heirs, executors, personal representatives or other legal representative of an individual, joint venture, proprietorship, association, or society;

3.6 *public parks and recreation areas* means land owned or managed by a government or municipality and used by the public for athletics, recreation and entertainment;

3.7 *public place* means any highway, parkland, public bridge, road, lane, footway, sidewalk, boulevard, walkway, trail, square, court, alley or passage, whether a thoroughfare or not, and includes any open space or

indoor area to which the public may have or are permitted to have access, express or implied, whether on pavement, enclosed, covered by a roof, or otherwise, that is owned by the Town of Drayton Valley;

- 3.8 *smoke or smoking* means to hold or otherwise have control over:
- a. a lit cannabis product or accessory;
 - b. an electronic cigarette or e-cigarette containing a cannabis product; and/or
 - c. a vaporizer or inhalant-type device containing a cannabis product;
- 3.9 *Town* means the Town of Drayton Valley, in the Province of Alberta;
- 3.10 *use* with respect to electronic cigarettes, means to inhale or exhale vapour from an electronic cigarette or hold an activated electronic cigarette;
- 3.11 *Violation Tag* means a tag or similar document issued by the Town for the purpose of notifying a person that an offence has been committed for which a prosecution may follow;
- 3.12 *Violation Ticket* means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedure Act*;

PROHIBITION

4. A person must not smoke, vape, use, or consume cannabis in any public place, public park or recreation area.

MEDICAL CANNABIS

5. A person who is entitled to possess cannabis pursuant to a medical document issued pursuant to the *Access to Cannabis for Medical Purposes Regulations*, SOR/2016-230 is not subject to this Bylaw.
6. A person referred to in Section 5 must, on demand of a Peace Officer, produce a copy of the person's medical document. A person who cannot produce such a document upon demand by a Peace Officer is guilty of an offence under this Bylaw.
7. A person referred to in Section 5 is subject to the Smoking Bylaw 2018/13/P.

ENFORCEMENT

8. Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable to:
 - 8.1 payment of the penalty as set out in Schedule “A” hereto; or
 - 8.2 in default of payment of any penalty, to imprisonment for up to six (6) months.
9. A Peace Officer who has reasonable and probable grounds to believe that any person has contravened any provision of this Bylaw, may issue and serve:
 - 9.1 a Violation Tag allowing payment of the specified penalty to the Town, which payment will be accepted by the Town in lieu of prosecution for the offence; or
 - 9.2 a summons under the Provincial Offences Procedures Act, R.S.A. 2000, c. P-34 as amended, by means of a Violation Ticket; or
 - 9.3 a Violation Ticket, allowing a voluntary payment of the specified penalty to the Provincial Court, or, requiring a person to appear in Court without the alternative of making a voluntary payment; and
 - 9.4 the recording of the payment of a specified penalty made to the Town pursuant to a Municipal Tag or the Provincial Court of Alberta pursuant to a Violation Ticket shall constitute an acceptance of a guilty plea and conviction of the offence.
10. Service of a Violation Tag shall be sufficient if it is:
 - 10.1 personally served;
 - 10.2 left with the person on the premises who has the appearance of being at least eighteen (18) years of age; or
 - 10.3 sent and served by regular mail to the person or corporation’s last known mailing address.

11. A Violation Tag shall be in a form approved by the Chief Administrative Officer, and shall state:
 - 11.1 the name of the person to whom the violation tag is issued;
 - 11.2 a description of the property upon which the offence has been committed, particularly a civic address or legal description, if applicable;
 - 11.3 the appropriate penalty for the offence as specified in Schedule "A" of this Bylaw;
 - 11.4 that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag in order to avoid prosecution; and
 - 11.5 any other information as may be required by the Chief Administrative Officer.
12. Where a Violation Tag has been issued pursuant to this section, the person to whom the Violation Tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town Office, the penalty specified on the Violation Tag.
13. In the event that a Violation Tag has been issued and the penalty specified on the Violation Tag has not been paid within the prescribed time, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2 of the *Provincial Offences Procedure Act* to the person to whom the Violation Tag was issued.
14. Notwithstanding the foregoing, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket to any person to whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
15. A Violation Ticket issued with respect to a violation of this Bylaw may be served upon the person responsible for the contravention in accordance with the *Provincial Offences Procedure Act*.
16. The person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect for of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence as provided by this Bylaw.

17. Where a Clerk of the Court records in the Court records the receipt of a voluntary payment pursuant to this Bylaw and the *Provincial Offenses Procedure Act*, the act of recording constitutes acceptance of the guilty plea and also constitutes a conviction and imposition of a fine in the amount of the specified penalty.
18. The Town is not required to enforce this Bylaw. In deciding whether to enforce this Bylaw, the Town may take into account any practical concerns regarding enforcement including the funds available under the municipal budget and available personnel resources.

INTERPRETATION

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

SEVERABILITY

22. If any provision of this Bylaw is held be invalid by a court of competent jurisdiction, that decision will not affect the validity of the remaining provisions of the Bylaw.
23. This Bylaw does not override any existing provincial and federal legislation .

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 _____, 2018, A. D.

Public Hearing held this _____ day of _____, 2018, A. D.

Read a second time this _____ day of _____, 2018, A. D.

Read a third and final time this _____ day of _____, 2018, A. D.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE “A”
FINES AND PENALTIES

Section	Violation	Penalty		
		First Offence	Second Offence	Third Offence
4.	Smoke, vape or consume cannabis in any public place, public park or recreation area	\$150.00	\$300.00	\$600.00
6.	Failure to produce a medical document issued pursuant to the <i>Access to Cannabis for Medical Purposes Regulations</i> , SOR/2016-230	\$50.00	\$100.00	\$150.00



BYLAW NO. 2018/13/P

Name of Bylaw: Smoke-Free Public Places Bylaw

WHEREAS pursuant to section 7 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, Council may pass bylaws respecting:

- (a) the safety, health and welfare of people and the protection of people and property;
- (b) people activities and things in, on or near a public place or place that is open to the public; and
- (c) the enforcement of bylaws made under the *Municipal Government Act* or any other enactment;

AND WHEREAS Council deems it necessary to impose additional restrictions on the smoking, vaping and other forms of consumption of tobacco in public places to prevent behaviours and conduct that may have a negative impact on the enjoyment of public places;

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 “Smoke-Free Public Places Bylaw” of the Town of Drayton Valley.

PURPOSE

2. The purpose of this Bylaw is to establish regulations with respect to the smoking, vaping and public consumption of tobacco products within the Town of Drayton Valley.

DEFINITIONS

3. In this Bylaw, including this section, unless the context otherwise requires:
 - 3.1 *consume* where used as a verb in respect of tobacco, includes smoke, vape, apply, inhale or ingest;
 - 3.2 *Council* means the Municipal Council of the Town of Drayton Valley;
 - 3.3 *minor* means a person who is under eighteen (18) years of age;

- 3.4 *Peace Officer* means a person appointed as a Peace Officer pursuant to section 7 of the *Peace Officer Act*, S.A. 2006, chapter P-35, and also includes but is not limited to a Police Officer, Royal Canadian Mounted Police Officer, Special Constable, Bylaw Enforcement Officer, Safety Codes Officer, or a person designated by Council to enforce the provisions of this Bylaw;
- 3.5 *person* means a corporation, partnership, or individual, and the heirs, executors, personal representatives or other legal representative of an individual, joint venture, proprietorship, association, or society;
- 3.6 *public parks and recreation areas* means land owned or managed by a government or municipality and used by the public for athletics, recreation and entertainment;
- 3.7 *public place* means any highway, parkland, public bridge, road, lane, footway, sidewalk, boulevard, walkway, trail, square, court, alley or passage, whether a thoroughfare or not, and includes any open space or indoor area to which the public may have or are permitted to have access, express or implied, whether on pavement, enclosed, covered by a roof, or otherwise, that is owned by the Town of Drayton Valley;
- 3.8 *smoke or smoking* means to hold or otherwise have control over:
- a. a lit tobacco product or accessory;
 - b. an electronic cigarette or e-cigarette containing a tobacco product; and/or
 - c. a vaporizer or inhalant-type device containing a tobacco product;
- 3.9 *Town* means the Town of Drayton Valley, in the Province of Alberta;
- 3.10 *use with respect to electronic cigarettes*, means to inhale or exhale vapour from an electronic cigarette or hold an activated electronic cigarette;
- 3.11 *Violation Tag* means a tag or similar document issued by the Town for the purpose of notifying a person that an offence has been committed for which a prosecution may follow;
- 3.12 *Violation Ticket* means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedure Act*.

PROHIBITION

4. A person must not smoke, vape, use, or consume tobacco in any public place, public park, or recreation area, unless:
 - 4.1 minors are strictly prohibited from entering; or
 - 4.2 the Town has designated an area specifically permitting the smoking, vaping, use, or consumption of tobacco.

ENFORCEMENT

5. Any person who contravenes any provision of this Bylaw is guilty of an offence and is liable to:
 - 5.1 payment of the penalty as set out in Schedule “A” hereto; or
 - 5.2 in default of payment of any penalty, to imprisonment for up to six (6) months.
6. A Peace Officer who has reasonable and probable grounds to believe that any person has contravened any provision of this Bylaw, may issue and serve:
 - 6.1 a Violation Tag allowing payment of the specified penalty to the Town, which payment will be accepted by the Town in lieu of prosecution for the offence; or
 - 6.2 a summons under the *Provincial Offences Procedures Act*, R.S.A. 2000, c. P-34 as amended, by means of a Violation Ticket; or
 - 6.3 a Violation Ticket, allowing a voluntary payment of the specified penalty to the Provincial Court, or, requiring a person to appear in Court without the alternative of making a voluntary payment; and
 - 6.4 the recording of the payment of a specified penalty made to the Town pursuant to a Municipal Tag or the Provincial Court of Alberta pursuant to a Violation Ticket shall constitute an acceptance of a guilty plea and conviction of the offence.
7. Service of a Violation Tag shall be sufficient if it is:
 - 7.1 personally served;
 - 7.2 left with the person on the premises who has the appearance of being at least eighteen (18) years of age; or

- 7.3 sent and served by regular mail to the person or corporation's last known mailing address.
8. A Violation Tag shall be in a form approved by the Chief Administrative Officer, and shall state:
 - 8.1 the name of the person to whom the violation tag is issued;
 - 8.2 a description of the property upon which the offence has been committed, particularly a civic address or legal description, if applicable;
 - 8.3 the appropriate penalty for the offence as specified in Schedule "A" of this Bylaw;
 - 8.4 that the penalty shall be paid within thirty (30) days of the issuance of the Violation Tag in order to avoid prosecution; and
 - 8.5 any other information as may be required by the Chief Administrative Officer.
9. Where a Violation Tag has been issued pursuant to this section, the person to whom the Violation Tag has been issued may, in lieu of being prosecuted for the offence, pay to the Town Office, the penalty specified on the Violation Tag.
10. In the event that a Violation Tag has been issued and the penalty specified on the Violation Tag has not been paid within the prescribed time, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Part 2 of the *Provincial Offences Procedure Act* to the person to whom the Violation Tag was issued.
11. Notwithstanding the foregoing, a Peace Officer is hereby authorized and empowered to immediately issue a Violation Ticket to any person to whom the Peace Officer has reasonable grounds to believe has contravened any provision of this Bylaw.
12. A Violation Ticket issued with respect to a violation of this Bylaw may be served upon the person responsible for the contravention in accordance with the *Provincial Offences Procedure Act*.
13. The person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect for of the summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence as provided by this Bylaw.

14. Where a Clerk of the Court records in the Court records the receipt of a voluntary payment pursuant to this Bylaw and the *Provincial Offenses Procedure Act*, the act of recording constitutes acceptance of the guilty plea and also constitutes a conviction and imposition of a fine in the amount of the specified penalty.
15. The Town is not required to enforce this Bylaw. In deciding whether to enforce this Bylaw, the Town may take into account any practical concerns regarding enforcement including the funds available under the municipal budget and available personnel resources.

INTERPRETATION

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

SEVERABILITY

19. If any provision of this Bylaw is held be invalid by a court of competent jurisdiction, that decision will not affect the validity of the remaining provisions of the Bylaw.
20. This Bylaw does not override any existing provincial and federal legislation .

AND THAT this Bylaw shall rescind Bylaw No. 2013/18/P of the Town of Drayton Valley, and have force and come into effect from and after the date of third reading thereof.

Read a first time this _____ day of _____, 2018, A. D.

Public Hearing held this _____ day of _____, 2018, A. D.

Read a second time this _____ day of _____, 2018, A. D.

Read a third and final time this _____ day of _____, 2018, A. D.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

SCHEDULE "A"
FINES AND PENALTIES

Section	Violation	Penalty		
		First Offence	Second Offence	Third Offence
4.	Smoke, vape or consume tobacco in any public place, public park or recreation area	\$150.00	\$300.00	\$600.00

COUNCIL REQUEST FOR DECISION

SUBJECT:	Amended Admission Standard and Swimming Competency Policy RC-01-18
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Annette Driessen, Director of Community Services

PROPOSAL AND BACKGROUND:

Park Valley Pool Administration prepared and presented to Council an Admission Standard and Swimming Competency Policy in July 2015 to comply with industry standards and requirements of the Lifesaving Society. The Policy was adopted by Council and immediately implemented by Park Valley Pool staff. Further amendments were approved by Council in February 2017.

A revised Policy was initially presented to Council at the June 6, 2018 Regular Meeting of Council. Questions from Council were received by Administration, resulting in the proposed new Policy being presented today.

In its normal course of reviewing Policies, and in response to Council's questions, Pool Administration reviewed Policy RC-01-15 and has prepared a replacement Policy, as Administration is recommending significant changes. The attached Policy RC-01-18, is in line with changes to Alberta Health Legislation, Lifesaving Society Standards and current best practices in the aquatic field. Attached for Council's review is the proposed new Policy RC-01-18 as well as the existing Policy RC-01-15 (revised as of February 1, 2017) which is intended to be repealed and replaced.

OPTIONS AND ALTERNATIVES, WITH ANALYSIS:

- A. That Council approve the Policy RC-01-18 as attached, to repeal and replace Policy RC-01-15. This will allow for services at Park Valley Pool to be within the standards as outlined by its governing bodies and pursuant to industry best practices.
- B. That Council direct Administration to conduct research into options. This will delay any change in operations at Park Valley Pool that sets out to meet industry best practices.

Any regulatory change in operations has been enacted but is not included in the current Policy.

- C. That Council maintains the current Policy. Pool operations will follow the regulated changes but the Policy will not be consistent with these changes.

RECOMMENDATION:

That Council approve the adoption of Policy RC-01-18 which will repeal and replace Policy RC-01-15.

LINKAGE TO MUNICIPAL POLICIES, PLANS, OR ESTABLISHED PRIORITIES:

This Policy is linked to the Town of Drayton Valley Social Development Plan's goal; "to provide a responsible and responsive community, resulting in safe recreational opportunities."

MOTION REQUESTED:

That Town Council approve the Policy RC-01-18 Admission Standard and Swimming Competency Policy, as presented, which will repeal and replace Policy RC-01-15.

ATTACHMENTS:

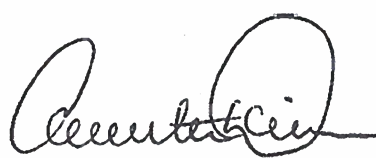
Attachment 1: Proposed Policy RC-01-18, Admission Standard and Swimming Competency Policy.

Attachment 2: Policy RC-01-15, Admission Standard and Swimming Competency Policy.

Report Prepared By:



Report Approved By:



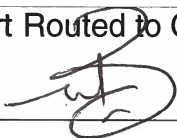
Name: Lana Holmes


Title: Acting Pool Manager

Name: Annette Driessen

Title: Director of Community Services

Report Routed to Council By:



Subject:	Admission Standard and Swimming Competency Policy	Policy No.:	RC - 0 - 18	
Department:	Community Services (Park Valley Pool)			
Initial Approval Date:		Review and Revision Date:		
Associated Policies:				

Admission Standard and Swimming Competency Policy

Purpose

The purpose of the Admission Standard and Swimming Competency Policy is to establish an admission standard based on current best practices and must include: A standard based on age, swimming ability, adult oversight if the bather is a minor or where a question of swimmer competency as per Alberta Health Services.

General Policy

Park Valley Pool promotes universal access to a broad range of activities and programs while keeping all patrons safe. Governed by Alberta Health and the Lifesaving Society, the Pool strives to meet or exceed all legislation, industry standards and current best practices. This includes rules and guidelines solely intended to prevent incidents from occurring while ensuring dignity and safety to the public and staff.

Definitions

Within this Policy the following definitions shall apply:

- 1.1 Minor means anyone under the age of six (6) years
- 1.2 Responsible person mean an individual sixteen (16) years of age or older
- 1.3 Swimming ability is a measure of swimming competency to determine access to deep water
- 1.4 Deep water is based on an individual basis by height. Where the patron stands flat footed the water level does not exceed above their shoulder level.
- 1.5 Swimming Lessons is the process of learning to swim, in a controlled setting with ratios recommended by Red Cross at six (6) to one (1) and eight (8) children to

Subject:	Admission Standard and Swimming Competency Policy	Page:	2 of 3
Department:			
Approval Date:		Review Date:	

one (1) depending on the competency level of the individual child. Swimming lessons are conducted by instructors who are certified by Red Cross and hold a National Lifeguard designation with the Lifesaving Society

- 1.6 School Swimming Lessons is the process of learning to swim for children enrolled in Drayton Valley and surrounding area school system in a controlled and affordable setting with ratios recommended by Red Cross and the Lifesaving Society at ten (10) children to one (1). School swimming lessons are conducted by instructors who are certified by Red Cross and hold a National Lifeguard designation with the Lifesaving Society.
- 1.7 Swim Test is a process to determine a patron's safe ability to access deep water and is set forth by the Lifesaving Society and is performed as a sequence of skills:
 - A. Safe entry into shallow water
 - B. Swim 25m without stopping, the first 15m on your front with the patron's face in the water, breathing as necessary
 - C. Exit pool from deep water
 - D. Jump (foot first) into deep water
 - E. Recover, tread water for 30 seconds, maintaining mouth and nose above water at all times
- 1.8 Leisure Swim means the entire pool is open to the general public
- 1.9 Family time is scheduled time where a responsible person may actively participate with a minor in the shallow area of the pool while the lane portion of the pool hosts programs such as fitness classes, lane swim, and kayaking.
- 1.10 User Groups means a group of people that use a particular service including rentals and partial rentals

Procedure

1. The age for required supervision of minor children is five (5) years and under.
2. Upon entry all patrons are to notify staff of medical conditions that may affect swimmer safety.
3. User Groups are to be orientated to the facility and the facility rules during the first site visit.
4. Deep water access requires a swim test.


Subject:	Admission Standard and Swimming Competency Policy	Page:	3 of 3
Department:			
Approval Date:		Review Date:	

5. During Red Cross swimming lessons, a responsible person must remain in the facility even if they are not required to swim with the minor child(ren) during the lessons.
6. During Family Time a responsible person must be actively participating in the same body of water with a minor child(ren) in the shallow area of the pool and the hot tub. A responsible person may attend a program in the lane portion of the pool where a child is in the shallow area of the pool, provided that the child is 6 years of age or older.
7. During leisure swims and rentals, minor child(ren) must be accompanied by and stay within arm's reach of a responsible person in the same body of water.
8. The ratio is four (4) minor children to one (1) responsible person during all family times, leisure swims and rentals.
9. If all minor child(ren) are wearing a personal floatation device or lifejacket during family time, leisure swims and rentals the ratio is eight (8) minor child(ren) to one (1) responsible person.

This Policy, upon approval by Town Council, shall repeal and replace Policy RC - 01 - 15 reviewed on February 1, 2017.

Mayor OR Chief Administrative Officer

Approval Date

Subject:	Admission Standard and Swimming Competency Policy	Policy No.:	RC-01-15	
Department:	Recreation & Culture (Park Valley Pool)			
Approval Date:	July 15, 2015	Review Date:	February 1, 2017	
Associated Policies:				

Admission Standard and Swimming Competency Policy

Purpose

The purpose of this Policy is to establish an admission standard based on age, swimming competency and adult oversight for minors or when there is a question of swimmer competency.

General Policy

Pre-school children must be accompanied by, and stay within arm's reach of, a responsible person in the same body of water.

Deep water access requires a swim test set out by the Lifesaving Society swim to survive. Regardless of swimming ability a pre-school child must stay within arm's reach of a responsible person.

The recommended ratio is four (4) pre-school children to one (1) responsible person.

If all pre-school children are wearing a personal floatation device or lifejacket, the ratio is eight (8) pre-school children to one (1) responsible person.

Definitions

pre-school age child(ren) means anyone under the age of six (6) years; and

responsible person means an individual of sixteen (16) years of age or older.

Mayor

Feb. 1, 2017

Approval Date



COUNCIL REQUEST FOR DECISION

SUBJECT:	Aquatic Facility Committee Terms of Reference
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Annette Driessen, Director of Community Services

PROPOSAL AND BACKGROUND:

The Town of Drayton Valley and Brazeau County formed a joint Committee in 2010 to address the proposed development of a new aquatic facility. The Committee, titled the Aquatic Facility Fund Development Strategy Committee, was tasked with developing a strategy to source the required funds that would be necessary to construct a new aquatic facility. The Committee commissioned the Net Zero Feasibility Study as the integral element to a fundraising campaign. The construction of a Net Zero aquatic facility was identified as the innovation needed to attract corporate sponsorship and obtain provincial and federal grant funding.

The Committee has determined that its current mandate has been completed and is proposing a change in both the title of the Committee and its Terms of Reference. The Committee wishes to address other development factors such as site location, community engagement, construction delivery process, and final facility design.

Joint Administrations presented new Terms of Reference to the Committee at its April 9, 2018, meeting and the Committee passed the following resolution:

MOTION BY Councillor Wheeler to recommend the Terms of Reference be presented to Municipal Councils for approval with the following revisions:

Composition of the Committee be revised to state "Up to 2 Community Members-at-Large"; and Article 6 read as "The majority of members of the Committee will constitute a quorum with at least one member represented from each Municipal Council."

The new Terms of Reference (TOR) will replace the previous TOR for the Aquatic Facility Fund Development Strategy Committee. The Committee Terms of Reference for a re-named "Aquatic Facility Committee" and a new mandate are being presented to Town Council for discussion and direction. Administration has not received information on the date the TOR will be presented to Brazeau County.

BUDGET / RESOURCE IMPLICATIONS:

The budget impact to the Town will be minimal as the Committee has no expenditures other than meeting fees.

RECOMMENDATION:

That Council approve the new Committee title and Terms of Reference as presented.

LINKAGE TO MUNICIPAL POLICIES, PLANS, OR ESTABLISHED PRIORITIES:

This project supports a variety of goals and/or strategies identified within the Town's Community Sustainability Plan, specifically.

GOAL: Recreational facilities and programs are available and accessible for all.

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

Council's decision will be conveyed to the existing Committee.

POTENTIAL MOTIONS:

- A. That Town Council approve the new Committee title and Terms of Reference as presented.
- B. That Town Council approve the new Committee title and Terms of Reference with the following changes: _____
- C. That Town Council not approve the new Committee title and Terms of Reference as presented.

ATTACHMENTS:

Attachment 1: Aquatic Facility Committee Terms of Reference

Report Prepared By:



Name: Annette Driessen

Title: Director of Community Services

Report Approved By:



Name: Winston Rossouw

Title: CAO

Report Routed to Council By:



Aquatic Facility Committee

PURPOSE

The purpose of the Aquatic Facility Committee is to establish a plan that will result in the construction of a new aquatic facility for the Drayton Valley and Brazeau community. The Committee is tasked with establishing the conceptual design and capital business plan for the proposed facility. Integral to the design of the facility is the connection to the community and the identification of its needs. The Committee is, therefore, also tasked with engaging the community in the facility development process, including the initiatives to be adopted to acquire the necessary capital resources.

GOALS

The Committee is established with the following goals:

- a) To prepare a conceptual plan for the proposed aquatic facility.
- b) To establish the capital and operating business plan for the proposed aquatic facility.
- c) To establish short-term and long-term strategies for generating required funds.
- d) To engage the community in the appropriate forums of facility design, marketing, fund acquisition, and partnership development.
- e) To create the necessary public relations plan that showcases the proposed outcome and the benefits to the community.
- f) To work collaboratively with the community with a clear understanding of the benefits that can be gained through community leadership.

COMPOSITION AND OPERATIONS

- 1) The Fund Development Strategy Committee shall consist of the following membership:

2 Brazeau County Councillors:

2 Town of Drayton Valley Councillors:

Up to 2 Community Members-at-Large:

Administrative team: Director of Community Services , Town of Drayton Valley
 Director of Community Services, Brazeau County

The Mayor of the Town of the Drayton Valley and the Reeve of Brazeau County sit as ex-officio members of the Committee.

The membership of the Committee may be increased at the discretion and joint approval of both Municipal Councils

- 2) The Committee shall appoint a Chair.
- 3) The Committee shall operate in a manner that is consistent with the *Municipal Government Act*.

- 4) The Committee shall normally meet once a month during the term of the Committee. Meetings may be cancelled from or added to the schedule at the discretion of the Chair.
- 5) Committee members are required to advise the Administrative team of their inability to attend a regular meeting or any additional meetings. Committee members may send an alternate member to the meetings.
- 6) The majority of members of the Committee will constitute a quorum, with at least one member represented from each Municipal Council.
- 7) The Committee's decision-making process shall be based on consensus-making. All decisions at the Committee level affecting the operations of either or both Municipal Councils shall be forwarded to both Municipal Councils for recommendation and/or approval.
- 8) The Committee shall report its discussions to Municipal Councils by maintaining minutes of its meetings and by Councillors providing oral reports at each respective Council meeting.
- 9) The Committee has no operating budget and shall forward any need for operating funds to the Municipal Councils for approval.
- 10) The Chair of the Committee shall be the official spokesperson of the Committee. Certain matters, however, may need to be referred to the Mayor and Reeve of the respective Councils.
- 11) The Aquatic Facility Committee is a standing Committee of Councils and the term of the Committee is determined by the Municipal Councils.

COUNCIL APPROVED APRIL 25, 2012

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Aquatic Facility Fund Development Strategy Committee**PURPOSE**

The purpose of the Fund Development Strategy Committee is to establish a plan that will result in the acquisition of the necessary funds and financing in order to proceed with the construction of a new aquatic facility for the Drayton Valley and Brazeau community. The individual strategies in the plan are expected to be implemented over the next five to ten year period.

GOALS

The Committee is established with the following goals:

- a) To create the necessary public relations plan that clearly showcases the proposed outcomes and the benefits to the community.
- b) To establish short-term and long-term strategies for generating funds.
- c) To work collaboratively with the community with a clear understanding of the benefits that can be gained through community leadership.

COMPOSITION AND OPERATIONS

- 1) The Fund Development Strategy Committee shall consist of the following membership:

2 - Brazeau County Councillors:

Councillor Kara Westerlund and Councillor Bob Kitching

2 - Town of Drayton Valley Councillors:

Councillor Nicole Nadeau and Councillor _____

1 - Community Member-at-Large:

Marc Gressler

Administrative team: Annette Driessen, Director of Community Services

Town of Drayton Valley

Rick Ennis, Director of Community Services

Brazeau County

The Mayor of the Town of the Drayton Valley and the Reeve of Brazeau County sit as ex-officio members of the Committee.

The membership of the Committee may be increased at the discretion and joint approval of both Municipal Councils

- 2) The Committee shall appoint a Chair.
- 3) The Committee shall operate in a manner that is consistent with the Municipal Government Act.
- 4) The Committee shall normally meet once a month during the term of the Committee. Additional meetings will be scheduled as necessary.

- 5) Committee members are required to advise the Administrative team of their inability to attend a regular meeting or any additional meetings. Committee members may send an alternate member to the meetings.
- 6) The majority of members of the Committee will constitute a quorum.
- 7) The Committee's decision-making process shall be based on consensus-making. All decisions at the Committee level affecting the operations of either or both Municipal Councils shall be forwarded to both Municipal Councils for recommendation and/or approval.
- 8) The Committee shall report its discussions to Municipal Councils by maintaining minutes of its meetings and providing oral reports at each respective Council meeting.
- 9) The Committee has no operating budget and shall forward any need for operating funds to the Municipal Councils for approval.
- 10) The Chair of the Committee shall be the official spokesperson of the Committee. Certain matters, however, may need to be referred to the Mayor and Reeve of the respective Councils.
- 11) The Committee shall be tasked with creating the Fund Development Strategy for the Aquatic Facility. It may, however, share information with Municipal Councils regarding Fund Development Strategies for other proposed capital projects within the community.
- 12) The Committee's term shall be for the time required to create and have Council approval on the Fund Development Strategy.



COUNCIL REQUEST FOR DECISION

SUBJECT:	DV100 Ride or Race, September 8, 2018 – In-Kind Contribution Requests
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Pam Balke, Bylaw Enforcement

PROPOSAL AND BACKGROUND:

On September 8, 2018, the DV100 Race or Ride will be held for the 7th time in Drayton Valley and Brazeau County. The Drayton Valley Community Foundation (the “organizer”) is expecting almost 400 riders to participate in this year’s event. The DV100 Race or Ride showcases the Town of Drayton Valley and Brazeau County in a unique way to participants.

Numerous volunteers and organizers are required to make an event of this size successful, including the surrounding municipalities. The Town of Drayton Valley’s support is a crucial element to help this event succeed. Roads in Town are not closed for this event, but volunteers will be present to ensure the safety of riders and drivers alike at all intersections.

The organizers have requested the Town’s support for this event (Attachment 1). Administration has determined the in-kind contributions would approximately come to \$2,600.00 which includes:

- a. waiving the rental fee for the Omniplex parking lot for event;
- b. utilizing Town barricades where needed in Omniplex parking lot and along route;
- c. street sweeping along the Town route prior to the event;
- d. posting of no parking signs along the route (46 Street, 46 Avenue and 45 Avenue) for safety of riders and volunteers,
- e. placing of speed trailer at entrance to Omniplex/Lions West Valley Park; and
- f. moving bleachers from Lions West Valley Park ball diamonds to the Start/Finish line.

In the second quarter of this year, the Drayton Valley Community Foundation submitted an application to the Community Events Grant. At its Regular Meeting on April 18, 2018, Council awarded funding to the Drayton Valley Community Foundation for the DV100 Race or Ride by passing following resolution:

RESOLUTION #051/18

Councillor Butz moved that Council award funding to the Drayton Valley Community Foundation of \$2,000.00; to the Drayton Valley Lamplighters Event Group the amount of \$1,000.00; to the Drayton Valley Pro Rodeo Society the amount of \$1,000.00; and to the Hearts and Hands Quilter's Guild the amount of \$1,000.00 to help cover the various events, from the Community Events Grant.

CARRIED

As per the original application submitted, the awarded funds of \$2,000.00 are to go back into the Drayton Valley Community Foundations' DV100 Race or Ride Fund. The Fund is granted back to community groups and organizations.

OPTIONS AND ALTERNATIVES, WITH ANALYSIS:

- A. Approve the request of the Drayton Valley Community Foundation for support of the 7th Annual DV100 Race or Ride by way of the six in-kind supports as set out by the Foundation. Support from the Town would allow the event to proceed as planned.
- B. Approve specific requests of the Drayton Valley Community Foundation in support of the 7th DV100 Race or Ride. Partial support will encourage the Foundation to seek other community supports through corporate and individual cooperation.
- C. Do not approve the request of the Drayton Valley Community Foundation for support for the 7th DV100 Race or Ride. Refusal to provide the requested support may result in the organizer needing to find alternative options.

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

Drayton Valley Community Foundation will be responsible for the public engagement, communications and implementation of these prior to the event.

POTENTIAL MOTIONS:

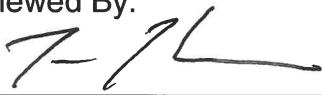
- A. Council approve the request of the Drayton Valley Community Foundation for support of the 7th Annual DV100 Race or Ride by way of:
 - a. waiving the rental fee for the Omniplex parking lot for event;
 - b. utilizing Town barricades where needed in Omniplex parking lot and along route;
 - c. street sweeping along the Town route prior to the event;
 - d. posting of no parking signs along the route (46 Street, 46 Avenue and 45 Avenue) for safety of riders and volunteers,
 - e. placing of speed trailer at entrance to Omniplex/Lions West Valley park; and
 - f. moving bleachers from Lions West Valley Park ball diamonds to the Start/Finish line.

- B. Council approve the following specific in-kind support contributions to the 8th DV100 race or ride: _____.
- C. Council deny the request of the Drayton Valley Community Foundation for support through in-kind contributions for the 8th DV100 race or ride.

ATTACHMENTS:

Attachment 1: Letter received from Drayton Valley Community Foundation

Attachment 2: Map of Route

Report Prepared By:		Report Reviewed By:	
			
Name:	Pam Balke	Name:	Tom Thomson
Title:	Bylaw Enforcement	Title:	Director of Protective Services/Fire Chief

Report Routed to Council By:





Drayton Valley Community Foundation

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P.O. Box 6836
Drayton Valley AB T7A 1S2
Ph: (587) 464-0400
E-mail: erinl@dvcf.org
Web page: dvcf.org

July 11, 2018

Board of Directors

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Vice Chair

Michael Ferrey

Secretary

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Mardi Dancey

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John Tkachuk

Administration

Erin Hepper

Accountant

Rob Feddema C.A.

Nominating

Committee

- MP- Yellowhead

Constituency

- Mayor—Town of Drayton

Valley

- Reeve—Brazeau County

- S/Sgt.—Drayton Valley

R.C.M.P.

- M.L.A.—Drayton Valley

Constituency

Dear Town of Drayton Valley Council

DV100 Race or Ride is taking place on September 8, 2018 in Drayton Valley and Brazeau County for the eighth consecutive year. In the first year of DV100 there were 45 riders, this year we are expecting close to 400 riders. Not only does DV100 bring people from all across Alberta, we also have riders from neighboring provinces including British Columbia, Saskatchewan and Ontario.

DV100 is a unique biking event in Alberta that offers riders a beautiful scenic ride, a well organized event, and a chance to win over \$25,000 in prize money. DV100 would not be as successful without the help of over 140 volunteers, our lead sponsors and the support received from the Town of Drayton Valley and Brazeau County.

I am asking the Town of Drayton Valley for in-kind support by the way of:

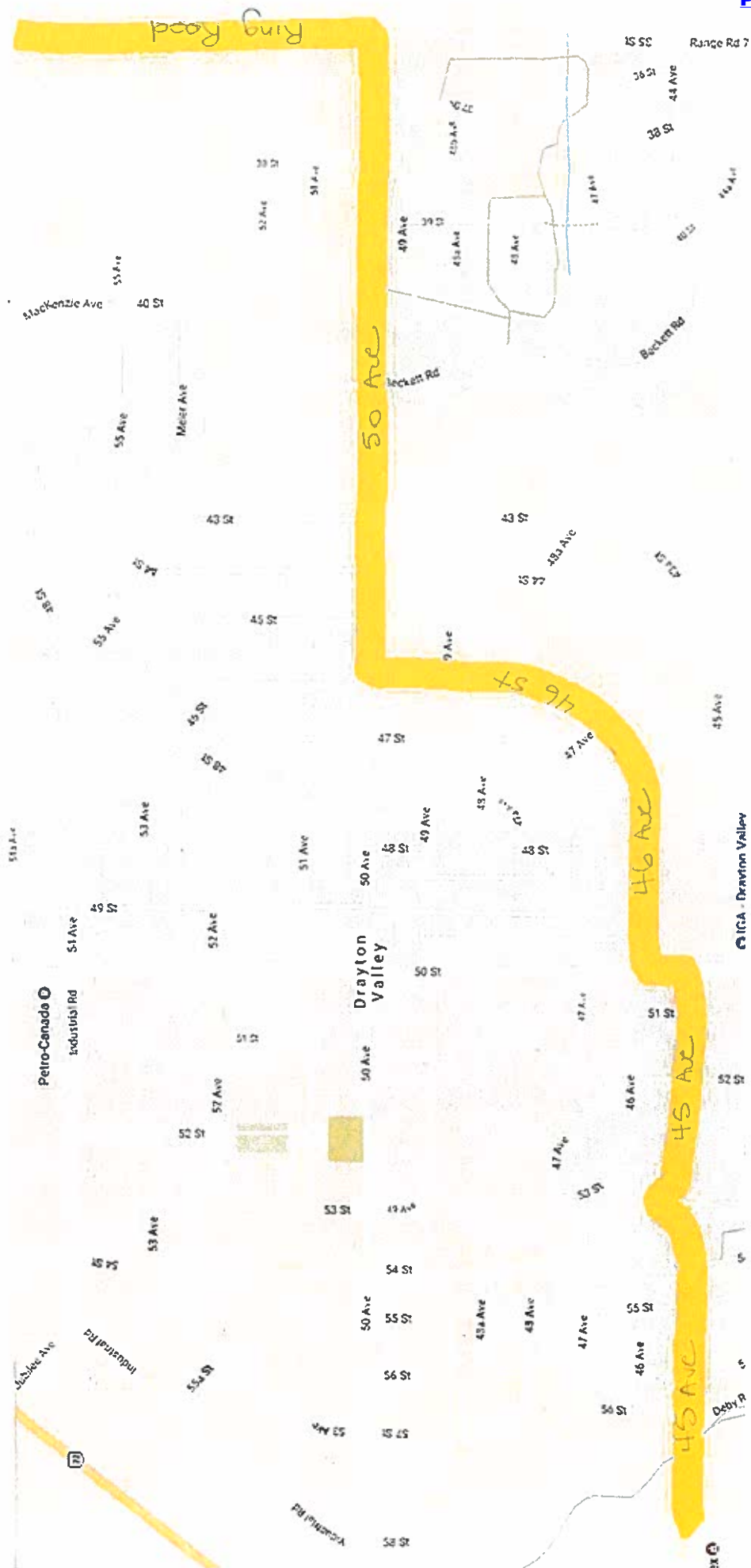
- Road cleaning and sweeping along the route
- No Parking signs posted along the route for the safety of riders and volunteers
- The flashing speed sign to be placed at the entrance to the Omniplex to slow drivers down
- Bringing bleachers from the ball diamonds in Lions Park to the Start/Finish line in the Omniplex parking lot for spectators to watch

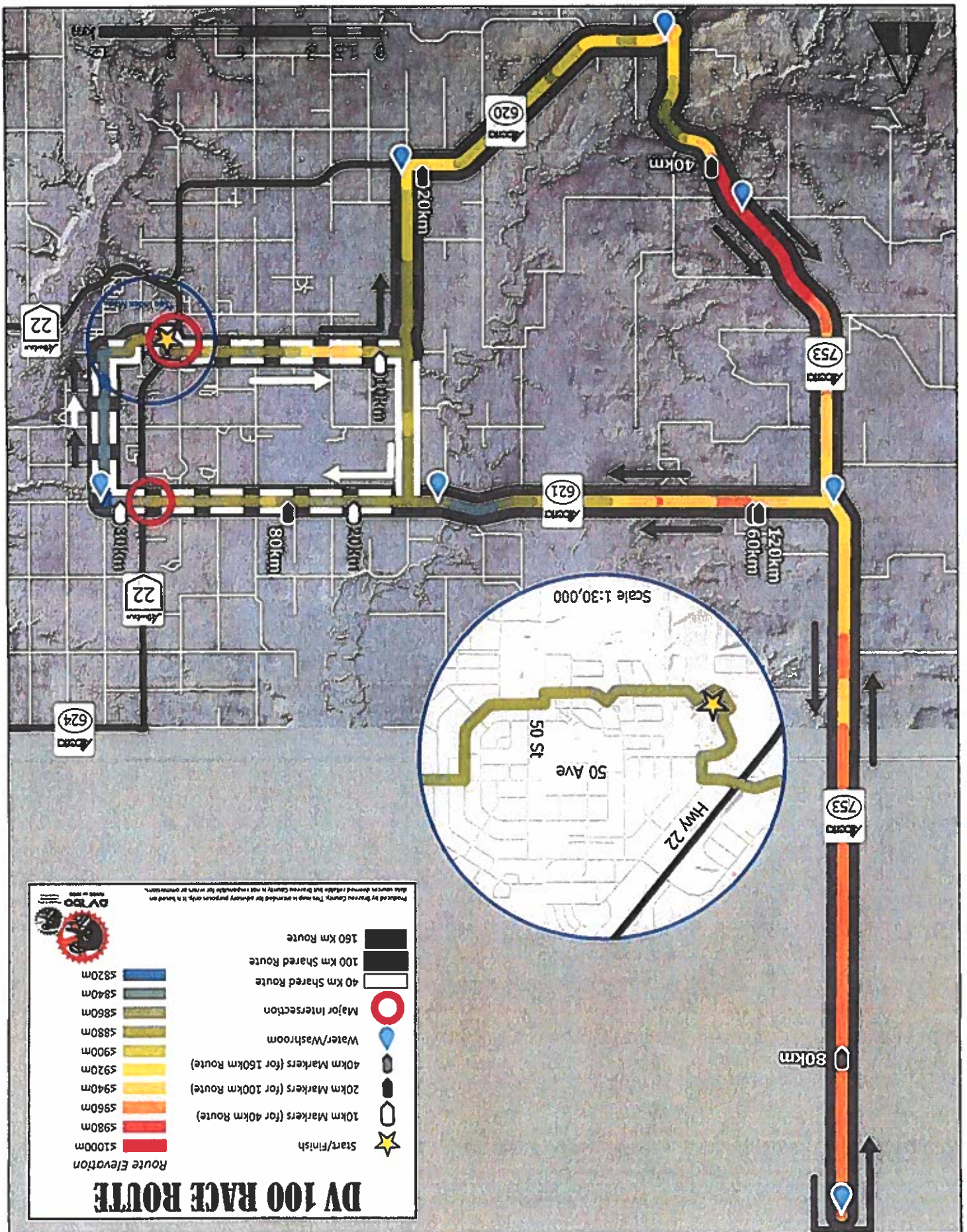
The DV100 Organizing Committee appreciates the Town of Drayton Valley supporting our event from our inception year.

Sincerely,

Erin Hepper
Executive Director
Drayton Valley Community Foundation

www.dvcf.org
erinl@dvcf.org
587-464-0400





COUNCIL REQUEST FOR DECISION

SUBJECT:	Color Run 5 km, September 29, 2018 – Road Closure Request
MEETING DATE:	August 8 th , 2018
SUBMITTED BY:	Pam Balke, Bylaw Enforcement

PROPOSAL AND BACKGROUND:

Anytime Fitness Drayton Valley is hosting its second Color Run on September 29, 2018, which will be held as a fundraiser for the Boys and Girls Club of Drayton Valley. This year there will be a 5km Color Run, and a 2km run for families. The run will start on 52 Avenue between 50 Street and 51 Street, which is also the finish area.

Anytime Fitness Drayton Valley would like to have 52 Avenue, between 50 Street and 51 Street, closed to traffic between 9:00 a.m. and 12:00 p.m., to allow this area to be used as the start/finish line, as well as an area for runners and spectators to gather safely. Anytime Fitness will be utilizing volunteers to help participants through busy intersections on the run course. Participants will be using sidewalks, and trails for the route, so no other road closures are being requested.

The colour portion of the run will be applied to participants along the route on private property, with the landowners' permission. Anytime Fitness Drayton Valley is also asking Council for their approval to apply colour on the closed portion of 52 Avenue as well as in Ivan To Park and Lions West Valley Park.

OPTIONS AND ALTERNATIVES, WITH ANALYSIS:

- A. Allow the closure of the start/finish area on 52 Avenue between 50 Street and 51 Street between 9:00 a.m. and 12:00 p.m., and approve the use of Town property (sidewalks, trails, and parks) for the purpose of the Anytime Fitness Color Run on September 29, 2018. Allow colour application to occur within the closed portion of 52 Avenue as well as in Ivan To Park and Lions West Valley Park. The route would be as provided on the map.
- B. Not allow closure of the start/finish area on 52 Avenue between 50 Street and 51 Street. The organizers would then be required to find privately-owned property where the start/finish area would be located. However, approve the use of Town property (sidewalks, trails, and parks) for the purpose of the Anytime Fitness Drayton Valley Color Run on September 29, 2018. Not allow colour application on Town property, roads, sidewalks, trails, or parks). The route would be as provided on the map.

BUDGET / RESOURCE IMPLICATIONS:

There are no identified budget impacts to the Town of Drayton Valley.

There are potential financial benefits for the community as this event could draw participants and spectators from other communities and the potential for those participants/spectators to be eating in local restaurants and staying in hotels/motels.

RECOMMENDATION:

Allow Anytime Fitness Drayton Valley to hold the event as planned and approve requested road closure of a portion of 52 Avenue between 50 Street and 51 Street between 9:00 a.m. and 12:00 p.m. on September 29, 2018, for the safety of participants and spectators. Further, allow the application of colour to take place within the closed portion of 52 Avenue as well as in Ivan To Park and Lions West Valley Park.

IMPLICATIONS OF RECOMMENDATION:

Closing 52 Avenue between 50 Street and 51 Street will ensure the safety of both participants and spectators.

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

Anytime Fitness Drayton Valley has already engaged with the Drayton Valley Hotel/Oil Country Taphouse and received support for the event and the road closure. Any communications strategies or public engagement will be the responsibility of Anytime Fitness Drayton Valley.

POTENTIAL MOTIONS:

- A. That Council authorize the closure of the start/finish area on 52 Avenue between 50 Street and 51 Street between 9:00 a.m. and 12:00 p.m., and approve the use of Town property (sidewalks, trails, and parks) for the purpose of the Anytime Fitness Color Run on September 29, 2018.

AND

That Council allow colour application to occur on the closed portion of 52 Avenue as well as in Ivan To Park and Lions West Valley Park for the purpose of the Anytime Fitness Color Run on September 29, 2018.

- B. That Council not allow closure of the start/finish area on 52 Avenue between 50 Street and 51 Street but approve the use of Town property (sidewalks, trails and parks) for the purpose of the Anytime Fitness Color Run on September 29, 2018.

AND

That Council not allow colour application on any Town property, roads, sidewalks, trails, or parks for the purpose of the Anytime Fitness Color Run on September 29, 2018.

ATTACHMENTS:

Attachment 1: Special Roadway Event Permit
Attachment 2: Map of Route

Report Prepared By:



Report Approved By:



Name: Pam Balke

Title: Bylaw Enforcement

Name: Tom Thomson

Title: Director of Protective Services/Fire Chief

Report Routed to Council By:



SCHEDULE IV (A)

SPECIAL ROADWAY EVENT PERMIT

PERMIT NO. _____

THIS PERMIT AUTHORIZES:

Name(s): Anytime Fitness Drayton Valley
 Address: 5007-52 Ave Drayton Valley
 Phone: (780) 621-0247

REPRESENTING: (Group or Organization)

Anytime Fitness - Color your Community 5Km

TO HOLD A SPECIAL ROADWAY EVENT WITHIN THE TOWN OF DRAYTON VALLEY AT:
 (Place and /or Route to be used)

Route has been given to Pam Balke By law officer.
Road closure will be 52nd Ave In front of OCT - Anytime Fitness

ON: Sept 29 2008 BETWEEN: 9:00am AND 12:00pm
 (Date) (Start Time) (Finish Time)

THE NATURE OR OBJECTIVE OF THE SPECIAL ROADWAY EVENT IS:

AND WILL INVOLVE APPROXIMATELY 100-200 PEDESTRIANS AND 10 VEHICLES (maybe for road block/traffic for passing run)

THE APPROXIMATE NUMBER OF SIGNS/PLACARDS AND/OR BANNERS WILL BE 10-15 Signs
 AND THE WORDING OR INSCRIPTIONS WILL BE

Chalk on side walks 1/2 Km Signs showing

THE UNDERSIGNED REPRESENTATIVE(S) OF THE GROUP OR ORGANIZATION INDEMNIFY THE TOWN FROM ANY LIABILITY WHATSOEVER ARISING FROM THE EVENT AND UNDERTAKE RESPONSIBILITY FOR THE GOOD CONDUCT AND ORDER OF THE SPECIAL ROADWAY EVENT, AND CERTIFY THE ORGANIZATION HAS A MINIMUM COMPREHENSIVE GENERAL LIABILITY INSURANCE POLICY OF \$2,000,000.

[Signature]
 (Applicant Signature)

 (Co-Applicant Signature)

DATE Sept 22 2008
July 20

AUTHORIZED: _____ PER _____
 (Engineer or Representative)

1

SCHEDULE IV (B)

SPECIAL EVENT PERMIT

PERMIT NO. _____

THIS PERMIT AUTHORIZES:

Name(s): Anytime FitnessAddress: 5007-52 AvenuePhone: (780) 64-0247 (780) 514-5117

REPRESENTING: (Group or Organization)

Anytime Fitness

TO HOLD A SPECIAL EVENT WITHIN THE TOWN OF DRAYTON VALLEY AT:

(Place to be used)

SR Color Run
Charity Run to raise money for the boys & girls club

ON: Sept 29th/18 (Date) BETWEEN: 9am (Start Time) -AND- 12 pm (Finish Time)

THE NATURE OR OBJECTIVE OF THE SPECIAL EVENT IS:

Raise money for Boys & girls Club & have fun

AND WILL INVOLVE APPROXIMATELY _____ PEDESTRIANS

THE APPROXIMATE NUMBER OF SIGNS/PLACARDS AND/OR BANNERS WILL BE _____

AND THE WORDING OR INSCRIPTIONS WILL BE _____

THE UNDERSIGNED REPRESENTATIVE(S) OF THE GROUP OR ORGANIZATION INDEMNIFY THE TOWN FROM ANY LIABILITY WHATSOEVER ARISING FROM THE EVENT AND UNDERTAKE RESPONSIBILITY FOR THE GOOD CONDUCT AND ORDER OF THE SPECIAL EVENT, AND CERTIFY THE ORGANIZATION HAS A MINIMUM COMPREHENSIVE GENERAL LIABILITY INSURANCE POLICY OF \$2,000,000.

(Applicant Signature)

(Co-Applicant Signature)

DATE July 17/18

AUTHORIZED: _____ PER: _____
 (Engineer or Representative)





COUNCIL REQUEST FOR DECISION

SUBJECT:	3R Roundup
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Sonya Wrigglesworth, Acting Director of Engineering and Development

PROPOSAL AND BACKGROUND:

Through 2018 budget discussions, Town Council indicated a preference that, in lieu of an Annual Fall Clean Up, two free tipping days in form of the 3R Roundup (similar to the activities in spring 2017) would be offered to Town residents. Formalization of this direction through a Council Resolution will provide Administration with the basis for communicating the program to Town residents, in addition to assisting in alleviating costs for worker and contractor hours.

The 3R Roundup initiative was created in response to the need to offer innovative and sustainable services to residents. This was the result of revising programs through the lens of sound business practices and staffing efficiencies. The 3R Roundup allows Town residents only to bring their household waste that cannot be picked up with curbside collection to the Aspen Waste Management Facility, free of charge, for the free-tipping days as approved by Council. The amount of waste which can be dropped off is limited to a maximum of 500 kg or one truck load per address for which proof has to be provided (e.g. utility bill).

This program is designed to further increase awareness of the Take It or Leave It Centre located at the Aspen Waste Management Facility. Through advertising and public engagement, Town residents are encouraged to make use of the Take It or Leave It Centre through dropping off useful items and by visiting the Centre for items they can use.

A reduction of advertising costs for the 3R Roundup may be possible by applying to Alberta Recycling for the Municipal Electronics and Paint Roundup Grant which provides the opportunity to receive funding for the promotion and collection of electronics, paint and household hazardous waste (HHW). Grant requirements dictate that any advertisement needs to be approved through Alberta Recycling, especially advertisement that is inclusive of items other than paint, electronics and HHW. In order to allow Administration to submit the Grant application and seek subsequent advertising approvals, it is necessary to determine event dates as early as possible.

Administration is recommending that Council consider approving the 3R Roundup for Friday, October 12, and Saturday, October 13, 2018.

OPTIONS AND ALTERNATIVES, WITH ANALYSIS:

- A. By offering the 3R Roundup to town residents on October 12 and October 13, 2018, the Town will be offering a service similar to that which residents have used in the past. Town residents will be able to take advantage of free-tipping days and at the same time alleviate costs that a full scale Fall Cleanup would generate.
- B. By not proceeding with the 3R Roundup, the Town would eliminate a service for town residents. The implementation of a Fall Clean Up program in 2018 would result in time and cost allocations which have not be contemplated within the 2018 budget.

BUDGET / RESOURCE IMPLICATIONS:

By offering the 3R Roundup at no cost to the user, potential revenue generated would be reduced as town residents are able to drop off items free of charge (up to maximum 500kg) during the defined two-day period. In spring 2017, a total of 197 residents participated in the program and dropped off a total of 36,870 kg. Depending on the items, this could have been revenue of approximately \$3,000.00.

RECOMMENDATION:

Administration recommends approving the proposed dates, October 12 and 13, 2018, for the 3R Roundup to allow Administration sufficient time to submit the Grant application to Alberta Recycling and advertise to Town residents well in advance.

LINKAGE TO MUNICIPAL POLICIES, PLANS, OR ESTABLISHED PRIORITIES:

The 3R Roundup, standing for Reduce, Reuse, Recycle, would complement the Community Sustainability Plan through the strategy of “promote waste reduction and separation within our community” and several of the outlined sample actions.

The Social Development Plan pillar of “A Responsible, Responsive and Resilient Community” is met through creating a venue where community members can share their unneeded/unwanted items with other community members possibly needing/wanting those items through the Take It or Leave It Centre.



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

Following approval of the date and proceeding with the Grant application, Administration will proceed with the advertisement strategy in order to promote this event in a timely manner, as well as finalize the required documentation for the Grant application.


POTENTIAL MOTIONS:

- A. That Council approve the scheduling of the 3R Roundup for October 12 and October 13, 2018, to allow town residents, upon showing proof of residency, access to the Aspen Waste Management Facility free of charge for the disposal of one truck load or a maximum of 500kg of household waste, AND that Council direct Administration to apply for the Municipal Electronics and Paint Roundup Grant from Alberta Recycling.

- B. That Council approve the scheduling of the 3R Roundup for _____, 2018, to allow town residents, upon showing proof of residency, access to the Aspen Waste Management Facility free of charge for the disposal of one truck load or a maximum of 500kg of household waste, AND that Council direct Administration to apply for the Municipal Electronics and Paint Roundup Grant from Alberta Recycling.
- C. That Council approve the scheduling of the 3R Roundup for October 12 and October 13, 2018, to allow town residents, upon showing proof of residency, access to the Aspen Waste Management Facility free of charge for the disposal of one truck load or a maximum of 500kg of household waste.
- D. That Council approve the scheduling of the 3R Roundup for _____, 2018, to allow town residents, upon showing proof of residency, access to the Aspen Waste Management Facility free of charge for the disposal of one truck load or a maximum of 500kg of household waste.
- E. That Council not pursue the 3R Roundup or any other form of Fall Cleanup for 2018.

Report Prepared By:		Report Reviewed By:	
			
Name:	Sabine Larcher	Name:	Sonya Wrigglesworth
Title:	Administrative Assistant	Title:	Acting Director of Engineering and Development

Report Routed to Council By:





COUNCIL REQUEST FOR DECISION

SUBJECT:	Community Registration Night – Yellow Fish Road™
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Administration on behalf of the Sustainability Committee

PROPOSAL AND BACKGROUND:

The Sustainability Committee informed Council at the Governance and Priorities Meeting on July 11, 2018, about a program called "Yellow Fish Road™" which is an initiative by Trout Unlimited Canada. This initiative is designed to provide promotion and education about stormwater and the importance of keeping storm drains clean. At said meeting, Council expressed their interest to participate in the program as a platform for Council to engage with community members by launching the program at Community Registration Night on September 5, 2018, and by leading the registered groups on the event date (to be selected).

As per the communication strategy developed by Administration, the promotion of the program would commence approximately two weeks prior to the Community Registration Night. This promotion would inform residents about the program and advise them of the opportunity to sign up at the Community Registration Night. The Sustainability Committee is suggesting September 15, 16, 22, or 23, 2018, as event date for painting the Yellow Fish Road™. A further interactive component is the incorporation of a contest inviting children to submit their drawings/colourings of fish or stories about fish.

Finally, the Sustainability Committee requires the allocation of modest financing for this program, attributable to "Repairs and Maintenance - Storm Sewer and Drainage" budget.

BUDGET / RESOURCE IMPLICATIONS:

The Sustainability Committee requires the allocation of modest financing for this program, attributable to "Repairs and Maintenance - Storm Sewer and Drainage" budget. This is to cover the Yellow Fish Road™ kits, contest prices, advertising and potential staff overtime.

LINKAGE TO MUNICIPAL POLICIES, PLANS, OR ESTABLISHED PRIORITIES:

The Yellow Fish Road™ program would enhance the goal identified in the Community Sustainability Plan to ensure a high quality of surface runoff water entering the North Saskatchewan River.



COUNCIL REQUEST FOR DECISION

SUBJECT:	Community Registration Night – Yellow Fish Road™
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Administration on behalf of the Sustainability Committee

PROPOSAL AND BACKGROUND:

The Sustainability Committee informed Council at the Governance and Priorities Committee Meeting on July 11, 2018, about a program called “Yellow Fish Road™” which is an initiative by Trout Unlimited Canada. This initiative is designed to provide promotion and education about stormwater and the importance of keeping storm drains clean. At said meeting, Council agreed to pursue the program and expressed their interest to participate in the program. This program would act as a platform for Council to engage with community members by promoting the program at Community Registration Night on September 5, 2018, and by leading the registered groups on the event dates.

The Sustainability Committee selected September 20, 2018, at 4:00 p.m. and September 22, 2018, at 10:00 a.m. as event dates for painting the Yellow Fish Road™ in selected areas of the town and is inviting members of Council to participate as group leaders on those dates.

As per the communication strategy developed by Administration and reviewed by the Sustainability Committee, the promotion of the program would commence in the week of August 27, 2018. The promotion would inform residents about the educational program and advise them of the opportunity to sign up via contacting the Town Office or at the Community Registration Night. Furthermore, Councillor Dodds and Councillor Wheeler as council representatives on the Sustainability Committee offered to promote the program and registration at local schools between September 5-7, pending permission by the principals.

The program can foster a maximum of forty-eight (48) participants and requires a minimum of 6:1 adult participants (including the group leader). The Sustainability Committee is recommending providing swag bags to all the children/youth participants with Town water bottles, Town pencils, Trout Unlimited pencils, and snacks. In conclusion of the painting event, a draw will be held amongst all of the participants from the two event dates. The winner will receive an educational board game on environment.

A further interactive component is the incorporation of a contest inviting children to submit their creative artwork of fish or stories about fish. This would further enhance awareness of the educational program, before and after the event dates. After the contest is closed on September 30, 2018, three (3) winners would be selected by random draw. Prizes available for

the draw would be one (1) educational board game on environment and two (2) artist pallets.

In order to cover the costs for the Yellow Fish Road™ kits, swag bags, draw prizes, and advertising, the Sustainability Committee requires the allocation of modest financing for this program, attributable to "Repairs and Maintenance - Storm Sewer and Drainage" budget. A breakdown of expenses looks as follows:

- Yellow Fish Road™ kits: \$450.81
- Newspaper advertisement: \$120.00 (estimated)
- Draw prizes: \$200.00 (estimated)
- Snacks for swag bags: \$150.00 (estimated)
- Estimated Total: \$920.81

An in-kind contribution from the Town towards the swag bags in form of Town water bottles would be up to \$782.88.

BUDGET / RESOURCE IMPLICATIONS:

The Sustainability Committee requires the allocation of modest financing for this program, attributable to "Repairs and Maintenance - Storm Sewer and Drainage" budget. This is to cover the Yellow Fish Road™ kits, draw prizes, and advertising.

LINKAGE TO MUNICIPAL POLICIES, PLANS, OR ESTABLISHED PRIORITIES:



The Yellow Fish Road™ program would enhance the goal identified in the Community Sustainability Plan to ensure a high quality of surface runoff water entering the North Saskatchewan River.

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

The Yellow Fish Road™ program will be promoted through various media sources, including presentation at the Community Registration Night on September 5, 2018, and in local schools, pending permission by principals.

POTENTIAL MOTIONS:

That Council promote the Yellow Fish Road™ at the Community Registration Night on September 5, 2018, with the event being held on September 20, 2018, at 4:00 p.m., and on September 22, 2018, at 10:00 a.m.; and allocate up to \$_____ to this program, from the "Repairs and Maintenance - Storm Sewer and Drainage" budget.

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:





COUNCIL REQUEST FOR DECISION

SUBJECT:	Appointment of Clerk to the Subdivision and Development Appeal Board (SDAB)
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Winston Rossouw, CAO

PROPOSAL AND BACKGROUND:

The *Municipal Government Act* (MGA) Section 627 (1) states that Council must, by Bylaw, establish a subdivision and development appeal board. Further to this, Section 627.1 of the MGA requires that:

- (1) A council that establishes a subdivision and development appeal board must appoint, and a council that authorizes the establishment of a subdivision and development appeal board must authorize the appointment of, one or more clerks of the subdivision and development appeal board.
- (2) If the subdivision and development appeal board is an intermunicipal subdivision and development appeal board, the councils that authorize its establishment must appoint one or more clerks.
- (3) A clerk appointed under this section must be a designated officer and may be a person who holds an appointment as a clerk under section 456.
- (4) No designated officer is eligible for appointment under this section unless that designated officer has successfully completed a training program in accordance with the regulations made under section 627.3(a).

Town Bylaw 99-04 requires that the "Town Manager shall appoint a Secretary to the Board who shall be an employee of the Town." However, as per the MGA extracts above, which were enacted subsequent to the Town's Bylaw, the appointment requires final authorization by Council.

Ms. Sabine Larcher, Administrative Assistant for the Town of Drayton Valley, has completed the mandatory training which is based on a standard training program approved by the Minister of Municipal Affairs. As such, Administration recommends that Ms. Larcher be appointed as the Clerk to the SDAB for a period of three (3) years, until July 22, 2021, which is a term concurrent with the training certification.

BUDGET / RESOURCE IMPLICATIONS:

There are no budgetary implications associated with the Clerk appointment to a Subdivision and Development Appeal Board.

RECOMMENDATION:

That Council appoint Ms. Sabine Larcher as the Clerk to the Subdivision and Development Appeal Board for a three-year term expiring on July 22, 2021.

IMPLICATIONS OF RECOMMENDATION:

The appointment of a Clerk to the Subdivision and Development Appeal Board will align with the requirements of the *Municipal Government Act* (MGA).

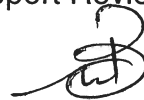
POTENTIAL MOTIONS:

- A. That Council appoint Ms. Sabine Larcher as the Clerk to the Subdivision and Development Appeal Board for the Town of Drayton Valley for a three-year term expiring on July 22, 2021.
- B. That Council appoint Ms. Sabine Larcher as the Clerk to the Subdivision and Development Appeal Board for the Town of Drayton Valley for a ___-year term expiring on _____.

Report Prepared By:



Report Reviewed By:



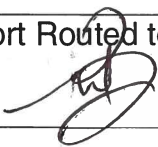
Name: Sabine Larcher

Title: Administrative Assistant

Name: Winston Rossouw

Title: CAO

Report Routed to Council By:





COUNCIL REQUEST FOR DECISION

SUBJECT:	Development Permit – DV18-012 5433-48 Avenue
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Jennifer Martin, Planning and Development Officer

PROPOSAL AND BACKGROUND:

In 2015, Administration approved the removal of a manufactured home from 5433-48 Avenue. It was noted in 2018 by the Town's Assessor that a manufactured home had been moved onto the lot. Confirmation through the Town's Permitting system indicated that a manufactured home was moved onto site without Town approval. Administration contacted the landowner and advised of the process to have the manufactured home comply with the Land Use Bylaw.

A Development Permit Application for an "as built" 1977 manufactured home to a titled lot in Westpark has been presented to Administration. The proposed lot for the manufactured home is shown on the attached map (Attachment 1). The Applicant is requesting approval for the 1977 manufactured home to remain within the zoned RMS Manufactured Housing Subdivision District.

In the Town of Drayton Valley's Land Use Bylaw 2007/24/D, Section B9 for RMS zoning, describes "manufactured homes more than ten years old when moved to the site" as a discretionary use and therefore requires Council approval.

The Land Use Bylaw, Section A27, requires photographs be provided as part of the Application to show the current condition of the manufactured home. Current condition indicates the manufactured home is compatible with the neighbourhood. The photographs are attached for Council's information (Attachment 2).

Administration has reviewed the site plan and confirms that the manufactured home complies with all required setbacks.

Following the Development Notices to the Public Policy #PD-04-08 (Attachment 3), a letter was sent to the adjacent landowners within a 100 metre radius allowing for a two (2) week period to receive any comments or concerns. At the time of preparing this report, no concerns were raised regarding the "as built" 1977 manufactured home.

OPTIONS AND ALTERNATIVES, WITH ANALYSIS:

- A. Council approve Development Permit Application DV18-012, subject to the standard conditions noted in the Development Permit for manufactured homes. Approval will allow the 1977 manufactured home to remain on the site.
- B. Council refuse Development Permit Application DV18-012 due to its age and not allow the 1977 manufactured home to remain on the site.

BUDGET / RESOURCE IMPLICATIONS:

There are no budget implications regarding this Application.

RECOMMENDATION:

Administration recommends approval of Development Permit Application DV18-012.

IMPLICATIONS OF RECOMMENDATION:

Should this Application be approved, the Building Permit Application will be provided to the Building Inspector, who shall review the development for compliance with the *Alberta Building Code* and *Safety Codes Act*.

LINKAGE TO MUNICIPAL POLICIES, PLANS, OR ESTABLISHED PRIORITIES:

Land Use Bylaw 2007/24/D; RMS Manufactured Housing Subdivision District; Section 9.1:
 “The purpose of the RMS District is to provide land where manufactured homes may be placed on titled lots, which are dimensioned to fit the unique size and shape of this style of housing.”

The proposed application is a discretionary use within RMS zoning district.

Municipal Development Plan 2012/27/D:

The Municipal Development Plan shows that manufactured homes conform in this residential zoning class.

Area Structure Plan:

This is a mature area of Town with no Area Structure Plan in place.

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

Council’s decision will be conveyed to the registered landowner and the Applicant.

POTENTIAL MOTIONS:

- A. Council approve Development Permit Application DV18-012, subject to the standard conditions noted in the Development Permit for manufactured homes.
- B. Council refuses Development Permit Application DV18-012.

MOTION REQUESTED:



That Council approve Development Permit Application DV18-012, subject to the standard conditions in the Development Permit for manufactured homes.


ATTACHMENTS:

Attachment 1: Map of subject property

Attachment 2: Exterior photographs of manufactured home

Attachment 3: Development Notices to the Public Policy PD-04-08

Report Prepared By:		Report Reviewed By:	
			
Name:	Jennifer Martin	Name:	Sonya Wigglesworth
Title:	Planning and Development Officer	Title:	Acting Director Engineering and Development

Report Routed to Council By:




ATTACHMENT 2



ATTACHMENT 2





TOWN OF DRAYTON VALLEY

Department:	Planning & Development	Policy #:	PD-04-08
Subject:	Development Notices to the Public		
Approval Date:	April 2, 2008	Review Date:	June 27, 2012 March 12, 2014

POLICY

Pursuant to section 606 of the *Municipal Government Act*, the Administration of the Town of Drayton Valley is required to advertise notices of any bylaw, resolution, meeting, public hearings or other thing as follows:

- “(2) (a) published at least once a week for two (2) consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or
- (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is held.”

1. This policy is hereby established to define the “residence in the area” for notification by mail or delivery, as follows:

Area Structure Plan Applications

all residences or businesses located within a five hundred (500) metre radius from the boundary of the quarter section subject to the proposed Area Structure Plan, or the portion of the Area Structure Plan to be amended.

Direct Control and Discretionary Use Development Permit Applications (at the discretion of Administration or Council)

all residences and businesses located within a one hundred (100) metre radius surrounding the parcel of land which is subject to the development application.

Rezoning Applications

all residences and businesses located within a three hundred (300) metre radius surrounding the parcel of land to be rezoned.

Subdivision Applications

all residences and businesses located within a three hundred (300) metre radius surrounding the parcel of land to be subdivided.

2. Each notice shall include a date for response in which those who receive a copy of the referral must contact the Development Department. Specifically, if there is to be a Public Hearing, any comments or objections are required in advance of the Hearing date, or may be presented in person at the Public Hearing. In the case of an Open House, the persons in receipt of the notice may appear in person, or provide their comments in advance of the Open House date. When no public meeting is required (either by way of Public Hearing or Open House), the Development Department shall provide a set date by which objections to a proposed development or land use must be received.
3. Responses received by the Development Department shall be presented to Council at the time of Public Hearing and read into the minutes of same. In the case of an Open House, the Development Department shall present the comments for consideration by those present. All comments, concerns and objections shall be taken into consideration by Council, the Development Department and other involved organizations or bodies.
4. The Town, as is practicable, shall make a conscientious effort to address concerns and questions raised as a result of the responses received from notice recipients.
5. It is recognized that some of the above-noted applications may be of a minor nature (eg. one lot containing a duplex being subdivided into two lots – one for each side of a duplex) and have little or no impact on surrounding lands. In situations such as this, Administration shall have discretion in determining the appropriate referral area, but shall not reduce the referral area to less than 60 metres of the subject lands.



Town Manager



COUNCIL REQUEST FOR DECISION

SUBJECT:	Advocacy to Federal and Provincial Government
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Administration on Behalf of Council
PROPOSAL AND BACKGROUND:	
<p>During the August 1, 2018, Governance and Priorities Committee Meeting, Council reviewed comments and discussions made during the July 25, 2018, Community Consultative Group Discussion on Crime in the Community. The determination was made that the primary concerns are not in the jurisdiction of the Town of Drayton Valley and as such communication is required with the Federal and Provincial Governments.</p>	
POTENTIAL MOTIONS:	
<ul style="list-style-type: none"> A. That Council authorize Administration to draft a letter to the Federal and Provincial Government which would highlight concerns heard during the July 25, 2018, Community Consultative Group Discussion on Crime in the Community. B. That Council direct Administration to develop a proposal for an advocacy campaign regarding concerns heard during the July 25, 2018, Community Consultative Group Discussion on Crime in the Community. C. That Council not pursue any advocacy to Federal and Provincial Government. 	

Report Prepared By: 		Report Reviewed By: 	
Name:	Rita Bijau	Name:	Winston Rossouw
Title:	Executive Assistant	Title:	
Report Routed to Council By: 			



COUNCIL REQUEST FOR DECISION

SUBJECT:	Public Transit Feasibility Study
MEETING DATE:	August 8, 2018
SUBMITTED BY:	Annette Driessen, Director of Community Services

PROPOSAL AND BACKGROUND:

The Town of Drayton Valley conducted a Specialized Transportation Study in 2012 (Attachment 3). The study, while presenting broad statistics on the need for transportation services for general public services, focused on the need and possible solutions for the development of a specialized transportation system. This study was accepted as information by Town Council on April 4, 2012 (RESOLUTION # 042/12).

Town Council has expressed an interest in reviewing the estimated cost to conduct a Public Transit Feasibility Study. The Study's focus would be to assess the demographics of the community and the available resources to determine the type of public transit system that would be feasible for our community.

Administration sought proposals from several consultant companies and received two responses. These responses, outlining various project scopes and estimated budgets, are attached (Attachments 1 and 2).

These submissions are being presented to Council for information purposes.

BUDGET / RESOURCE IMPLICATIONS:

Receiving the Specialized Transportation Study from 2012 and the two proposals received (Attachments 1 and 2) as information only will have no budget implications.

Budget implications will be dependent on the recommendation(s) set out by Council.

LINKAGE TO MUNICIPAL POLICIES, PLANS, OR ESTABLISHED PRIORITIES:

One of the sample actions listed in the 2015-2019 Town of Drayton Valley Community Sustainability Plan suggests to "[f]acilitate social inclusion through accessible and affordable community transportation, recreation and cultural facilities, and housing."

POTENTIAL MOTIONS:

1. That Council accept the two (2) submissions for a proposed Public Transit Feasibility Study as information only.
2. That Council not accept the two (2) submissions for a proposed Public Transit Feasibility Study as information only.
3. That Council defer the acceptance of the two submissions for a proposed Public Transit Feasibility Study as information only, upon Administration obtaining further information.

ATTACHMENTS:

Attachment 1: Stantec Study Proposal

Attachment 2: Watt Consulting Group Study Proposal

Attachment 3: Brazeau County- Drayton Valley Specialized Transportation Review

Report Prepared By:



Report Approved By:



Name: Annette Driessen

Title: Director of Corporate Services

Name: Winston Rossouw

Title: CAO

Report Routed to Council By:



Attachment 1: Stantec Study Proposal

Annette Driessen

From: Orfield, Michelle <Michelle.Orfield@stantec.com>
Sent: Wednesday, July 04, 2018 4:08 PM
To: Annette Driessen
Subject: Public Transit Proposal

Hi Annette,

My apologies for the delay in getting back to you.

In my experience, public engagement phases (inclusive of 2 meetings and a survey) run between \$15k- \$30k each. I'd recommend at least a 2 phased approach, for a total of \$30-\$60k in engagement fees alone. Yes there is a wide range – lower fee, the more basic the effort and higher fees will get the Town a more creative, interactive and meaningful outreach effort (focus groups, targeted outreach, etc).

The rest of the fee to analyze the various service delivery models and then diving into the details of what the specific transit model looks like for Drayton Valley, and how it should be implemented will be \$45 - \$60k.
 Grand total range of \$75k - \$120k.

I hope this is helpful, and look forward to the opportunity to bid on this work. While I recognize that Okotoks is a very different community from Drayton Valley, keep your eyes peeled for their new service opening in 2019, which we are helping them set up.

Sincerely,
 michelle

Michelle N Orfield, MPA

Smart Mobility and Transit Planning
 Direct: (250) 216-1291
Michelle.orfield@stantec.com

From: Annette Driessen <community@draytonvalley.ca>
Sent: Monday, May 28, 2018 12:55 PM
To: Haskins, Lindsay <Lindsay.Haskins@stantec.com>
Subject: Public Transit Proposal

Hi Lindsay

I received your contact information in response to inquiries from the Town of Drayton Valley into companies/individuals who are capable of conducting public transit studies for rural municipalities.

Our Town Council is interested in knowing the anticipated costs in conducting a study into a small scale public transit system for our community. Our community does not have a public transit system and is, at this time, endeavoring to re-establish a specialized transportation system for seniors and those with mobility issues.

Attached is the most recent study conducted by Breakwell Group. The study largely focused on specialized transportation but it does present information on various public transit delivery systems for small communities. The study will also provide you with some sense of the community demographics.

Would you be able to indicate an approximate cost to conduct a public transit study that would assess the demographics of our community and the available resources to determine the type of public transit system that would be satisfactory for a community of our size.

If you require additional information, I can be reached at 780-514-2232. I appreciate your time and attention to this matter.

Have a wonderful day.



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Attachment 2: Watt Consulting Group Study Proposal

Annette Driessen

From: Tania Wegwitz <TWegwitz@wattconsultinggroup.com>
Sent: Friday, June 08, 2018 6:26 PM
To: Annette Driessen
Cc: Dean Cooper
Subject: RE: Public Transit Proposal

Hi Annette:

Thanks again for the opportunity for Dean and myself to speak with you via phone last week about transit in Drayton Valley, as well as your understanding in terms of working this request around other pre-existing travel and project commitments we had this week. (And my sincere apologies as a transit steering committee I had earlier today with another Alberta community went much longer than expected and prevented me finalizing and sending this when I'd hoped).

We had some time to consider your description of the Town and what it is seeking and also put together some preliminary estimates. Based on this, we thought we would present you with two general options and budget envelopes for your consideration. Each of these could be refined further, but as a starting point we thought these would give you a general sense of costs and deliverables. A table showing tasks for each option is also included below.

Option 1: High Level Cost and Option Assessment (Estimated budget: \$12,000-\$15,000)

- The deliverable in this option would be a 8-12 page report that would provide Town staff and Council with a sense of updated costs and options to provide transit in Drayton Valley.
 - The point of this shorter report is that it would enable Council to get a sense of ultimate costs, updated options and likely performance of transit without having to spend the amount required to do a full feasibility study and public engagement process.
 - If Council saw the preliminary figures and wished to move forward, the more detailed elements and public engagement presented in a full feasibility study (as shown in Option 2, below) could then be undertaken as a second separate piece of work, which would likely be in the order of \$40,000 - \$45,000.
- This option would:
 - Build off the previously completed report and survey work, as well as potential opportunities to integrate service with the specialized transit initiative currently underway.
 - Update the demographic and community need information.
 - Undertake all meetings via phone, including phone interviews with key Town staff, Community Bus Assoc. members and select key stakeholders to confirm needs and opportunities.
 - Provide a high level suite of updated service options and associated costs, as well as performance comparisons to Alberta peers.
 - Make a recommendation on service, as well as provide high level guidance on what further analysis or next steps would need to be undertaken by the Town if it wished to move forward on transit.

Option 2: Full Transit Feasibility Study Process (Estimated budget: \$55,000-\$60,000)

- The deliverable in this option would be a full detailed transit feasibility study that essentially provides recommendations on all the elements needed to take transit service from idea to implementation, plus more fulsomely engage stakeholders and the public in its development.
 - This report would have the elements shown in Option 1 but would also include:
 - Detailed routing, schedules and service design for options
 - Analysis and recommendations on governance, supporting staff requirements and service delivery models
 - Recommendations on supporting measures, including infrastructure, vehicles, fares, technology, customer information and marketing strategies.
 - An implementation plan showing how all of the above initiatives relate and how the Town might evolve its service.
 - This process would be guided by a project Steering Committee that would also have the opportunity to review and shape recommendations and the final study document through three workshops. This Steering Committee membership would be confirmed by the Town but for instance could include representatives from the Town's Planning and Public Works staff, the Community Bus Assoc., the Traffic Advisory Committee, Drayton Valley & District FCSS, etc.
- This option would:
 - Build off the previously completed report and survey work, as well as potential opportunities to integrate service with the specialized transit initiative currently underway.
 - Update the demographic and community need information.
 - Include 3-5 in-person visits to the Town by Watt Consulting Group staff to undertake fieldwork, facilitate workshops, assess issues and opportunities first hand, and lead public engagement activities. There is also the provision to have our staff present the final report to Council if desired.
 - Include a public engagement phase to provide feedback on draft proposed routes and schedules, stop locations, service options and other supporting measures, as well as to gauge public support to move forward with implementation.
 - Public engagement would include: project website text and materials, online survey, paper survey, social media/news release text, and in-person events.
 - These in-person events could include either [a] three "pop up" open houses held at existing high traffic locations in the Town (e.g. places like IGA/Jocelyn's Independent Grocer, Library, Drayton Valley Seniors Club, etc.) PLUS a stakeholder workshop or [b] five pop up open houses.
 - Provide a detailed analysis of service and recommended supporting structures and measures.
 - Make a recommendation on service, as well as provide detailed path to implementation if the Town wished to move forward on transit.

Hopefully what we've provided above and in the task outline below gives you a good sense of possible options and general price range for this type of work. Please don't hesitate to contact us if you have questions, other hybrid ideas you would like explored or would like this presented in a different way.

We're here for much of the summer and so can definitely discuss this further when you return from vacation or are happy to field emails. My apologies again that other aspects of life intervened today and prevented me from sending this earlier. Hoping that your time away goes well and thanks again for the opportunity to provide this to you,

Tania (and Dean)

Project Tasks by Study Option**Option 1: High Level Cost and Option Assessment**

- | | |
|-----|--|
| 1.1 | Project start up meeting (via phone) |
| 1.2 | Analysis of existing plans, update of relevant demographic information |
| 1.3 | Phone conversations with Community Bus Assoc. and Town representatives to update background info |
| 1.4 | Development of updated transit service costing, comparison to peer systems |
| 1.5 | Creation of draft letter report (4-10 pages) with updated costs, options, high level feasibility assesment |
| 1.6 | Review of draft with Town, revsiing and finalizing report |

Option 2: Full Transit Feasibility Study Process

- | | |
|------|--|
| 2.1 | Project Workshop #1: Project start up meeting with project steering committee (in person) |
| 2.2 | Site visit, field work and in-person interviews with Community Bus Assoc., Town staff and any other key stake |
| 2.3 | Analysis of existing plans, update of relevant demographic information, transit market forecasting |
| 2.4 | Develop detailed draft service options, mapping and estimates and undertake further analysis as required |
| 2.5 | Develop draft operating and governance strategies, funding analysis |
| 2.6 | Develop draft supporting recommendations: vehicles, infrastructure, fares, technology, customer information a |
| 2.7 | Project Workshop #2: Discuss and refine draft proposals from Tasks 2.4-2.6 with Steering Committee (in pers include Elected Officials and/or a separate workshop with Elected Officials to discuss preliminary results coul |
| 2.8 | Develop public engagement materials |
| 2.9 | Undertake public engagement: project website text and materials, online survey, paper survey, social media/n person events. (In person events could be either [a] three "pop up" open houses plus a stakeholder workshop houses) |
| 2.10 | Summarize public engagement outcomes |
| 2.11 | Project Workshop #3: Discuss public engagement outcomes and revisions to be included in study document. that should be included as part of study recommendations. |
| 2.12 | Assemble and deliver draft Transit Feasibility Study report to Steering Committee for review and feedback. |
| 2.13 | Revise and finalize Transit Feasibility Study report. |
| 2.14 | Present final report to Council (Optional) |



Tania Wegwitz, MCIP, RPP Sr. Transportation Planner & Transit Lead
 T 250.388.9877 ext 434 C 250.208.3874
www.wattconsultinggroup.com



From: Dean Cooper

Sent: Tuesday, May 29, 2018 1:25 PM

To: Annette Driessen <community@draytonvalley.ca>

Cc: Tania Wegwitz <TWegwitz@wattconsultinggroup.com>

Subject: RE: Public Transit Proposal

Hi Annette,

Thanks very much for your email – we would be happy to work on providing some information to you regarding the process and costs of some further development of public transit for Drayton Valley! This is definitely an area of work

that we are active in; so far this year, we've finished a transit plan for Parkland County, Stony Plain, and Spruce Grove, as well as working in and around Grande Prairie on two projects developing transit to address that whole range of travel demands (from seniors and mobility-impaired, to shopping, medical, and other trip purposes, within and around a larger centre).

I've had a quick chat about this with my colleague Tania Wegwitz, who is our transit planning lead for Alberta and BC, and we were thinking the best thing to do (if possible) would be to set up a time for a brief phone discussion so that we can get a good understanding of what aspects of a transit study would be most helpful at this point. Consulting costs are affected by the level of detail, availability and currency of information, the amount of stakeholder and/or public consultation, and such factors. We are happy to customize an approach to the higher-importance needs of communities we work with, so that we can keep the costs affordable while putting the effort where it will have the best bang-for-buck, depending on your needs. (And we're happy to work with you a bit to sort through those things, if necessary.)

We are involved in two major conferences happening coincidentally this week and next, but perhaps you could let us know of a couple of options for time windows that you're available say Wednesday, Thursday, or Friday this week, and we'll try to make something work. Does that sound OK?

Thanks,

--- Dean



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f in t

From: Annette Driessen <community@draytonvalley.ca>
Sent: Monday, May 28, 2018 12:58 PM
To: Dean Cooper <DCooper@wattconsultinggroup.com>
Subject: FW: Public Transit Proposal

Hi Dean

I received your contact information in response to inquiries from the Town of Drayton Valley into companies/individuals who are capable of conducting public transit studies for rural municipalities.

Our Town Council is interested in knowing the anticipated costs in conducting a study into a small scale public transit system for our community. Our community does not have a public transit system and is, at this time, endeavoring to re-establish a specialized transportation system for seniors and those with mobility issues.

Attached is the most recent study conducted by Breakwell Group. The study largely focused on specialized transportation but it does present information on various public transit delivery systems for small communities. The study will also provide you with some sense of the community demographics.

Would you be able to indicate an approximate cost to conduct a public transit study that would assess the demographics of our community and the available resources to determine the type of public transit system that would be satisfactory for a community of our size.

If you require additional information, I can be reached at 780-514-2232. I appreciate your time and attention to this matter.

Have a wonderful day.



Annette Driessen
Director of Community Services
Town of Drayton Valley
5120-52 Street, Box 6837 Drayton Valley, AB T7A 1A1
P: 780-514-2232 | F: 780-542-5753 | C: 780-514-9711
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Attachment 3: Brazeau County - Drayton Valley Specialized Transportation Review

Brazeau County – Drayton Valley Specialized Transportation Review

March 2012



1 Acknowledgments

A number of agencies, individuals, and organizations provided input and support in the development of this Review. Thanks and gratitude go out to:

In

- The Council and Administration of Brazeau County and the Town of Drayton Valley
- The Transportation Committee for their advisory and hands on support:
 - Councillor Bob Kitching, Brazeau County
 - Councillor Corey Peebles, Town of Drayton Valley
 - Councillor Deb Bossert, Town of Drayton Valley
 - Councillor Pat Monteith, Brazeau County
 - Anita Driessen, Director of Community Services, Town of Drayton Valley
- Agencies who provided insights and support:
 - Staff and Board, The Beehive Support Services
 - Stella Keller, Brazeau Seniors Foundation
- Community's Contacted
 - Drayton Valley Community Bus Association
 - Tannis Arsenal, Brain Care Centre
 - Art Erickson, Canadian Paraplegic Centre
- Businesses
 - Wetaskiwin Transportation Society
 - Wildwood Legion
 - Edson Transportation Society
 - Town of Devon
 - Town of Hinton
- - Tim Horton
 - Wal-Mart
 - DJ Cabs
 - Drayton Valley Cabs
 - Beaupre Bus Services

2 Executive Summary

The need for this Specialized Transportation Review was identified at a Joint Council Meeting of Brazeau County and the Town of Drayton Valley, held on October 26, 2011. At that time, the Councils of Brazeau County, and Drayton Valley expressed concerns regarding how the transportation needs of seniors, individuals with disabilities, and low-income individuals (the “target population”) were being met.

The two Councils decided to explore the issue further by engaging the community directly in providing input regarding their transportation needs and potential solutions.

The review was driven in response to:

- Concerns from seniors regarding the cost of transportation, and limited transportation options;
- Recognition that an aging demographic will require proactive solutions to meet new needs.
- Increased pressures on low-income individuals and families, brought about through global economic uncertainty, rising costs for basic living necessities: housing, food, fuel etc.
- Increasing discrepancy between the rich and the poor and impacts on their ability to receive services

The two municipalities have also recognized that exploring service partnerships may have the potential of reducing delivery costs while enhancing the scope and quality of the service. Exploration of joint specialized transportation

options allows the two municipalities to explore ways of meeting their population needs, while reducing the upfront capital costs, or long-term operational costs for the service. Rather than assume, that they understood the scope of the need, the two Councils choose a process to engage the community. Individuals and organizations representing the targeted population where interviewed.

PURPOSE

The purpose of the Specialized Transportation Survey was:

- to explore the transportation needs of seniors, youth, individuals with disabilities, and low-income individuals and families;
- to outline possible solutions to address the identified needs; and,
- to provide costing estimates for the possible solutions.

METHODOLOGY

Project Charter

An initial Project Charter was created and approved by the two Councils in December 2011. The Project Charter identified the tasks to be completed, scope of the work, and project timelines.

Transportation Committee

To support the work required for the Review a Transportation Committee was created composed of two Councillors from each of the municipalities and a support staff from the Town of Drayton Valley. The Transportation Committee decided to include a Youth Transportation Survey as part of the project to ensure that the needs of youth were also explored.

Survey

A General Survey was created to solicit information from the general public. A Youth Survey was created to solicit input from those aged 12 to 18.

The General Survey was distributed by members of the Committee to various groups and different locations in both the town and the county. Additionally, the survey was made available as a link on the website of the two municipalities and a hard copy was available for pick-up at the Town Hall and County Office. There was a strong emphasis on distributing the Survey to seniors, and organizations affiliated with seniors such as lodges, and seniors clubs.

Members of the Committee, and the Town's Youth Advisory Committee, were involved in distributing the Youth Survey, through schools and youth groups.

Both surveys were made available to the Community from January 6th to February 6th, 2012.

FINDINGS

General Survey

The General Survey solicited input from residents of the Town of Drayton Valley, Brazeau County, and the Village of Breton. **252** respondents completed the Survey.

A majority of respondents (**70.1%**) believe there is community support for a specialized transportation service. **44%** of respondents would support a tax increase to help pay for the service. **51** respondents provided further comment, the detailed comments are available in Appendix A.

68.2% of respondents used their personal vehicle as their primary mode of transportation. Friend or relative was chosen as the secondary mode of transportation by **40.5%** of respondents. Presented with three service delivery options for specialized transportation, a majority (**%**) of respondents favored a bus loop that picked-up and dropped-off riders at designated areas of the community twice a week.

Youth Survey

173 individual responded to the Youth Survey. A majority of youth respondents were from Drayton Valley (**65.5%**). While a majority stated that they would utilize a transit system (**56.5%**), youth did not identify transportation as a barrier to a number of activities that they undertook from working to, visiting with friends.

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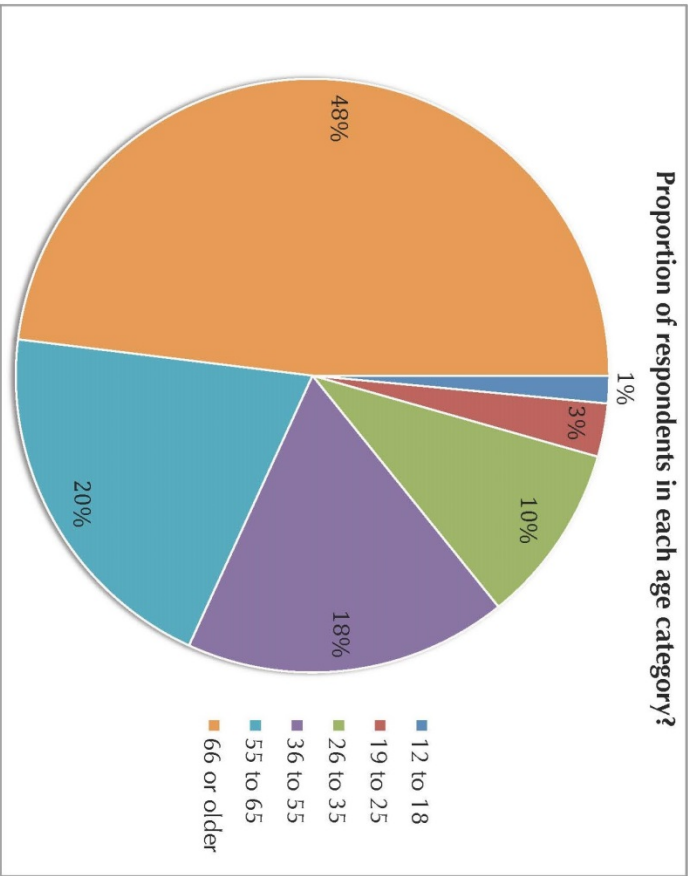
3 Survey Findings

Two surveys were conducted between January 6th and February 6th, 2012. **425** individuals responded to the two surveys.

3.1 Community Survey

Respondent Characteristics

252 respondents completed the Community Survey. The majority of them (**62.2%**) identified Drayton Valley as their primary residence. **32.3%** live in Brazeau County, and **5.5%** live in the Village of Breton. **64.6%** of respondents have lived in their current location over 7 years, and a significant proportion of respondents were female (**73.0%**).



The largest proportion of respondents were aged 66 or over (**48%**). The 2006 Federal Census Community Profile identified **9.4%** of the Drayton Valley population as being over the age of 65, and **13%** of the Brazeau County population. This would suggest that the Community Survey results are heavily skewed towards an older demographic.

67.1% of respondents stated that their gross household income was below \$60,000. The 2006 Federal Census Community Profile identified a median income of \$83,375 for Drayton Valley, and \$73,981 for Brazeau County.

Respondent Perspectives

While respondents feel independent and able to get around the community (81.4%), 54.9% feel that transportation around the community is an issue for them. Most respondents feel that transportations are not available for them (45.0%), that the options available are not affordable (48.7%), or accessible (47.7%). A majority of respondents are worried that transportation will be an issue for them in the next 5 years (51.2%). While respondents do not feel that transportation options are available for them, they do not see themselves moving to a larger centre in the next 5 years (53.3%). Table 1, provides further detail.

Table 1 Level of agreement with various survey statements.

Q1. Tell us if you strongly agree, agree, disagree, strongly disagree, or are not sure about each of the following statements.				
Answer Options	Agree	Disagree	Not Sure	Response Count
I feel independent and able to get around in the community.	81.4%	17.9%	1.6%	245
I feel that transportation options are available to me.	43.6%	45.0%	10.4%	241
I feel that current transportation options are affordable.	28.3%	48.7%	22.9%	240
I feel that current transportation options are accessible.	37.2%	47.7%	15.2%	237
Transportation around the community is an issue for me.	38.2%	54.9%	6.9%	233
I see myself moving to a larger centre in the next 5 years.	18.9%	53.3%	27.7%	238
I am worried that transportation will be an issue for me in the next 5 years.	51.2%	29.7%	19.0%	242
Answered question				251
Skipped question				1

Primary and Secondary Means of Transportation

79% of respondents identified personal automobile as their primary mode of transportation. 47% of respondents identified friend, relative, or neighbour as their secondary mode of transportation. Figure 1, provides respondent choices in relation to options provided as primary, and secondary modes of transportation.

Reasons for not Driving a Vehicle

Figure 2, outlines the responses of survey respondents to identify the various reasons why they do not drive a vehicle.

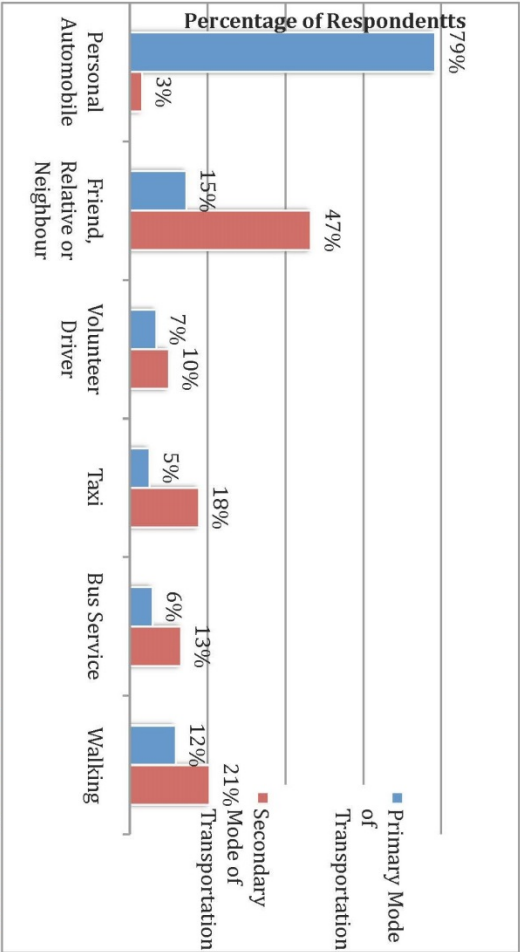


Figure 1 Q25. What is your primary and secondary means of transportation.

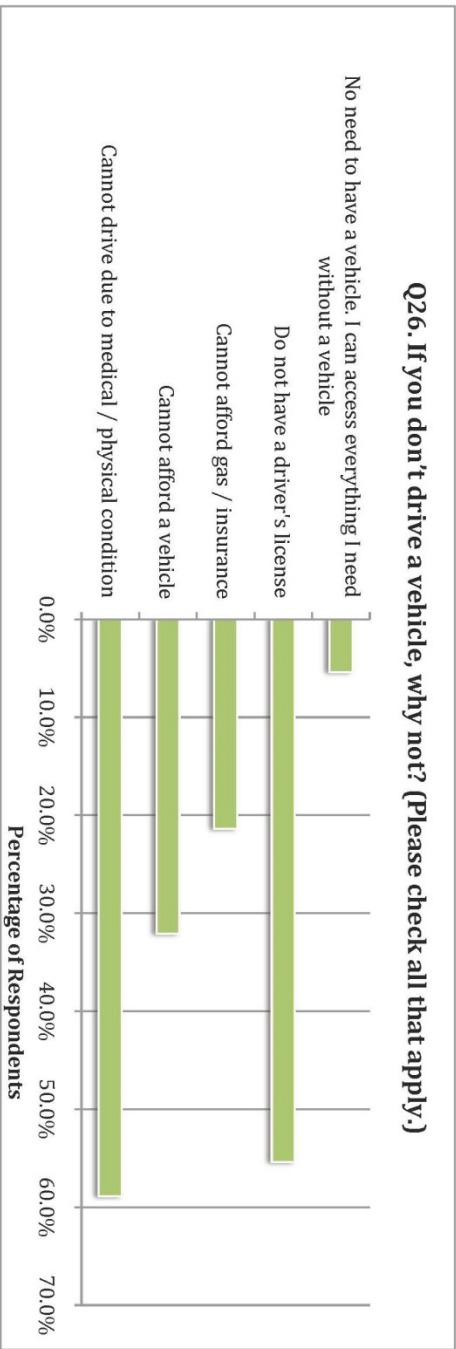


Figure 2 Respondents answers to why they don't drive a vehicle.

Average Number of Vehicle Trips taken by Respondents in a Week

Figure 3, provides information on the number of one-way trips taken by respondents in an average week and broken down further by respondents age. One can generalize from the trendlines, that respondent 66 or older make less vehicle trips when compared to all ages. Overall, **26.0%** of respondents travel more than 14 times a week; an equal proportion of respondents (**23.3%**) travelled between 4 to 7, and 8 to 14 times a week; **22.7%** of respondents travel between 1 to 3 times a week; and **4.7%** of respondents say they take no vehicle trips.

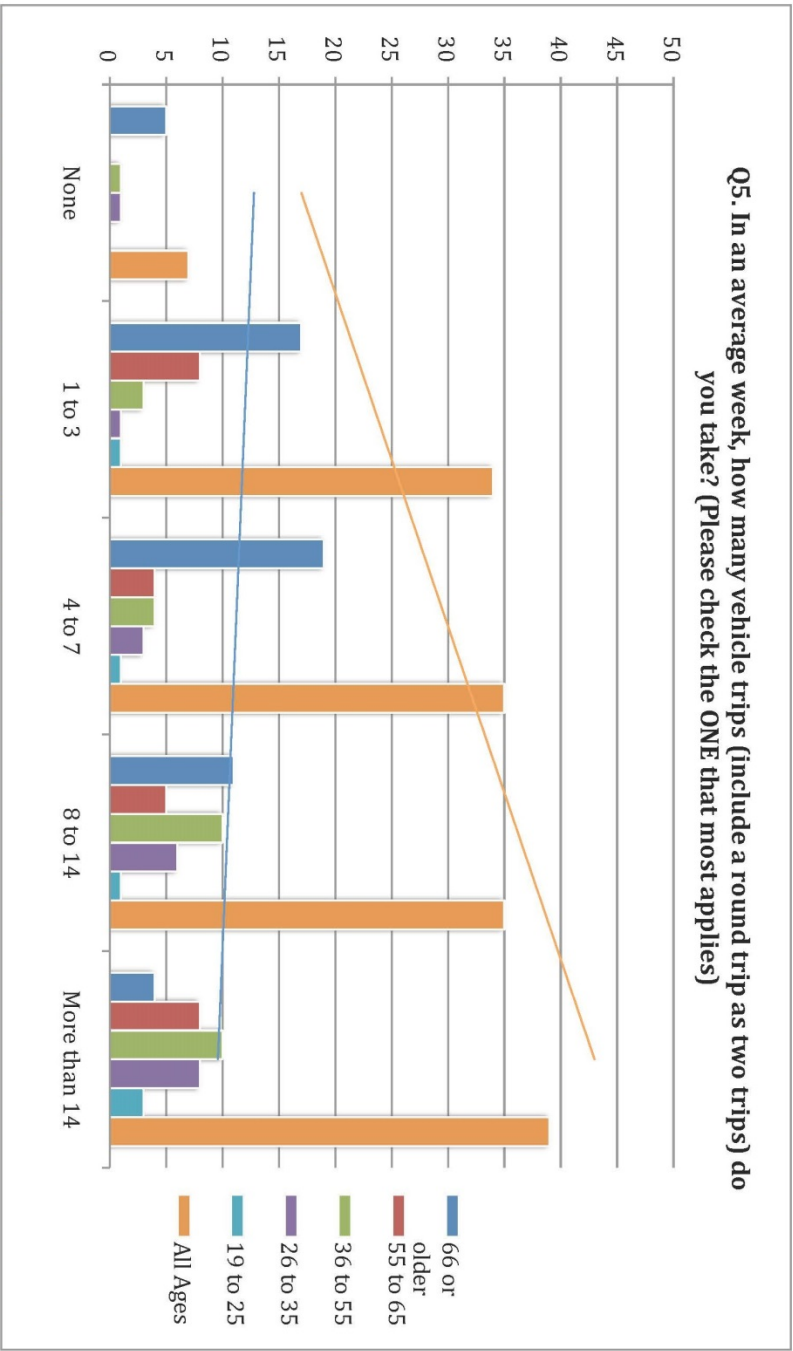


Figure 3 Number of one-way trips taken in an average week by respondents.

Additional Trips to be taken if Respondents had Additional Transportation Options

Most respondents from each age category stated they would not take more trips if additional transportation options were provided. The exception to this is those aged 19 to 25. A greater proportion of them would take 4 to 7 more trips a week with additional transportation options. Nearly **48.3%** of respondents would not take more trip f they were provided additional transportation options.

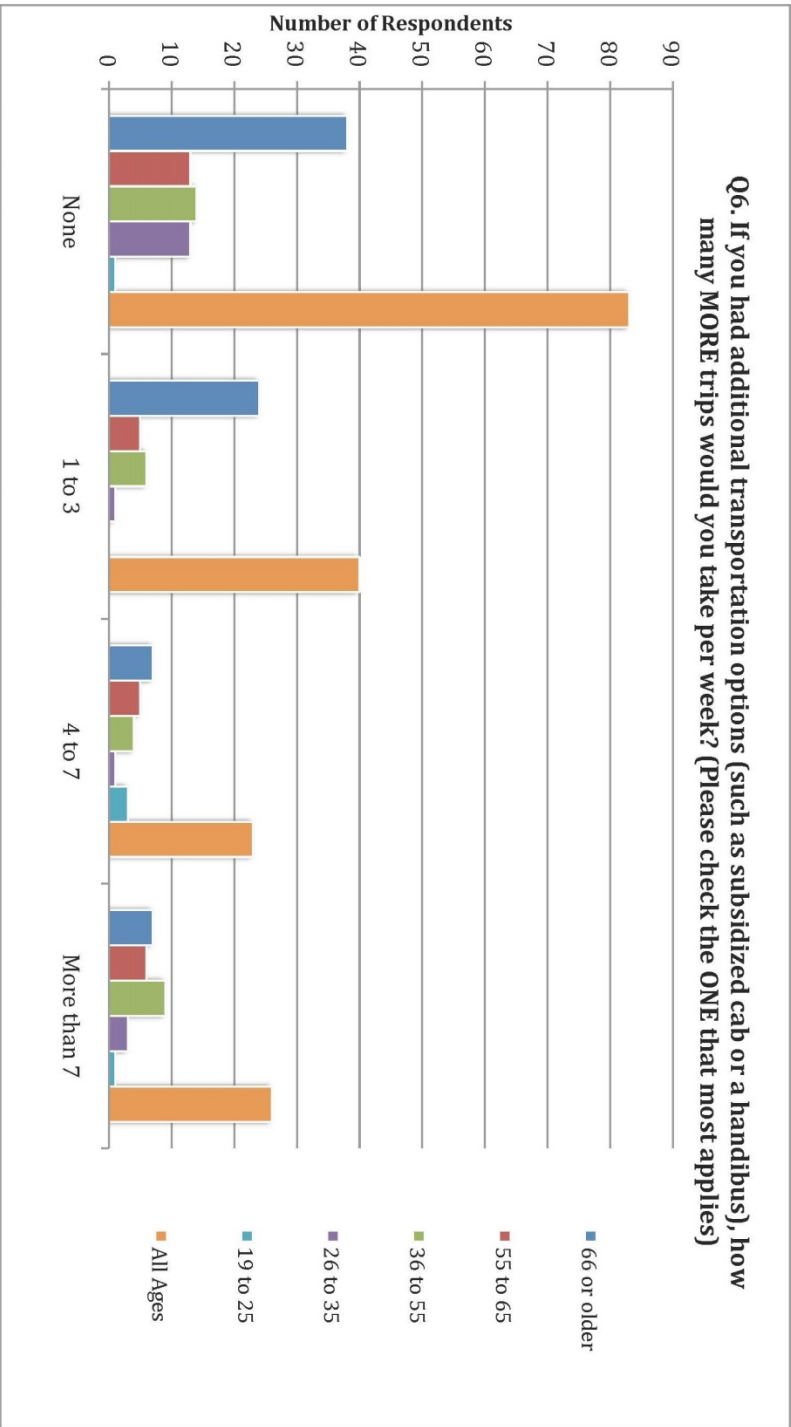


Figure 4 Additional number of trips respondents would take if they had additional transportation options.

How Often Respondents make Certain Types of Trips

The results of the survey suggest that most respondents make monthly trips for medical appointments (39.8%) and personal care appointments (56.6%). The most frequent weekly activity is shopping, with 52.1% of respondents making this type of trip 2 to 4 times a week.

Q7. How often do you take the following types of trips?

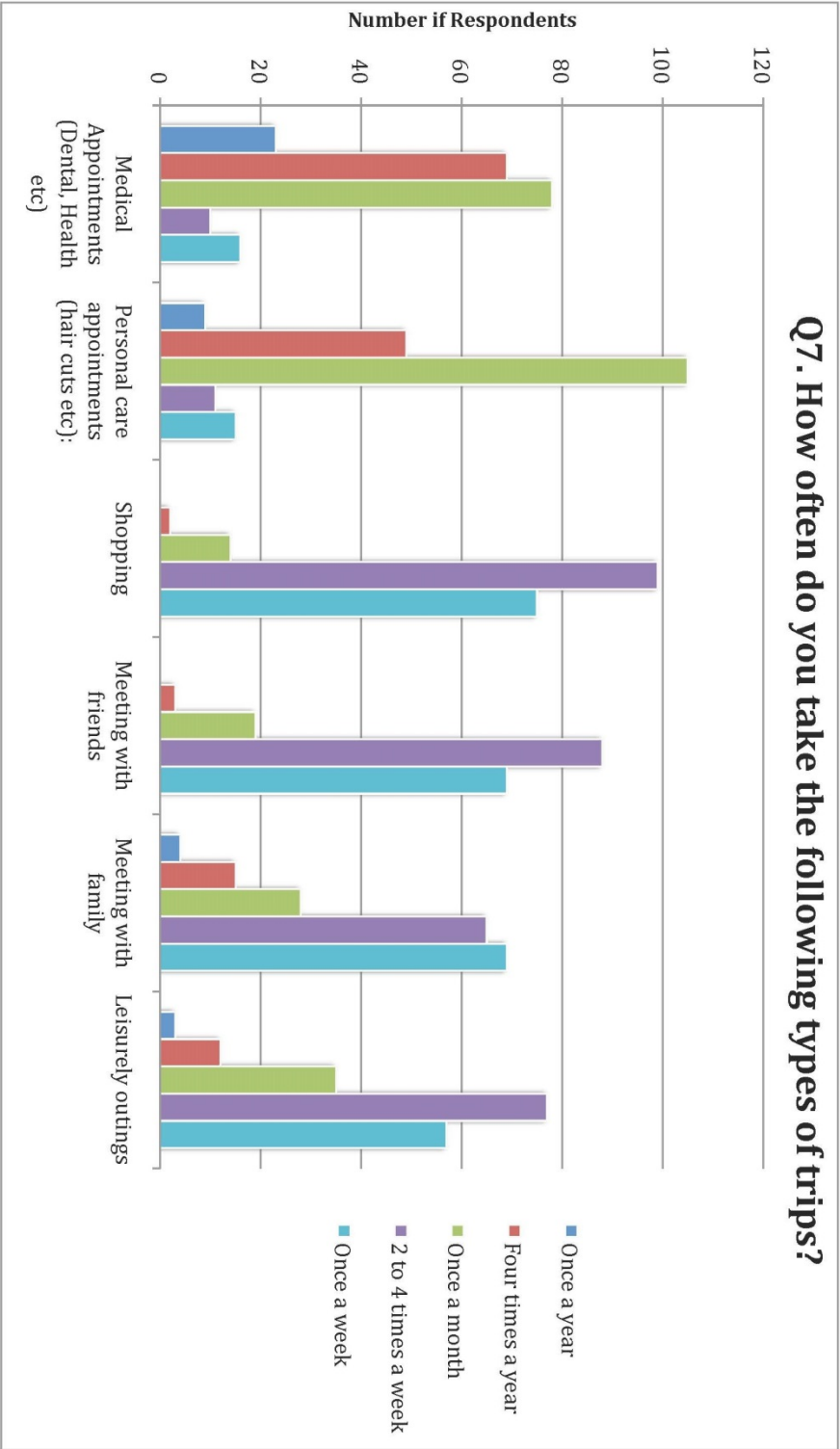


Figure 5 Frequency of trips made by respondents for each category of activity.

Specialized Transportation Type

When asked to ask to choose the best of three transportation system options, 39.5% of respondents choose a Dial-a-Bus system for the Town and County.

27 respondents made additional comments. The detailed response can be found in Appendix A.

Service Needs when Travelling Locally

Respondents were asked what type of assistance they would require when using a specialized transportation service. Table 3, provides the responses given by 59 respondents (23.4%), 192 respondents (76.2%) skipped the question.

Q27. What would be the best system for providing specialized transportation for the Town of Drayton Valley and Brazeau County?

Answer Options	Response Percent	Response Count
Dial-a-Bus Service: A service provided during the week where riders would call and make an appointment for pick-up.	49.5%	95
Bus Loop: A service where individuals could be picked up and dropped off at designated stops twice a week.	32.3%	62
Subsidies for the use of local taxi services	18.2%	35
Other system (please specify)		27
	Answered question	192
	Skipped question	59

Table 2 Respondents choice for best system for providing specialized transportation.

Q4. Do you need any of the following assistance when you travel locally? (Please check all that apply)

Answer Options	Response Percent	Response Count
Help getting into and out of a vehicle	27.1%	16
A helper to accompany you	35.6%	21
Help loading and unloading packages	67.8%	40
Door-to-door service	59.3%	35
A wheelchair lift or ramp	16.9%	10
Space for a fold-up wheelchair or walker	22.0%	13
Other (please specify)		18
	Answered question	59
	Skipped question	192

Table 2 Respondents choices for assistance needed for local travel.

.....
Times of Day Specialized Transportation Would be used by Respondents
.....

Respondents were asked to identify what times of the day they would MOST want to use a transportation service, such as a cab or bus. Respondents were asked to check all the times that applied. Figure 6, provides insights into patterns of possible use based on age. Distinct patterns can be seen for respondents over the age of 55, who are more likely to use the service between 12 PM to 4 PM; and respondents between the ages of 36 to 55, who more likely to use a possible transportation system between 6 AM to 9 AM, and 4 PM to 7 PM.

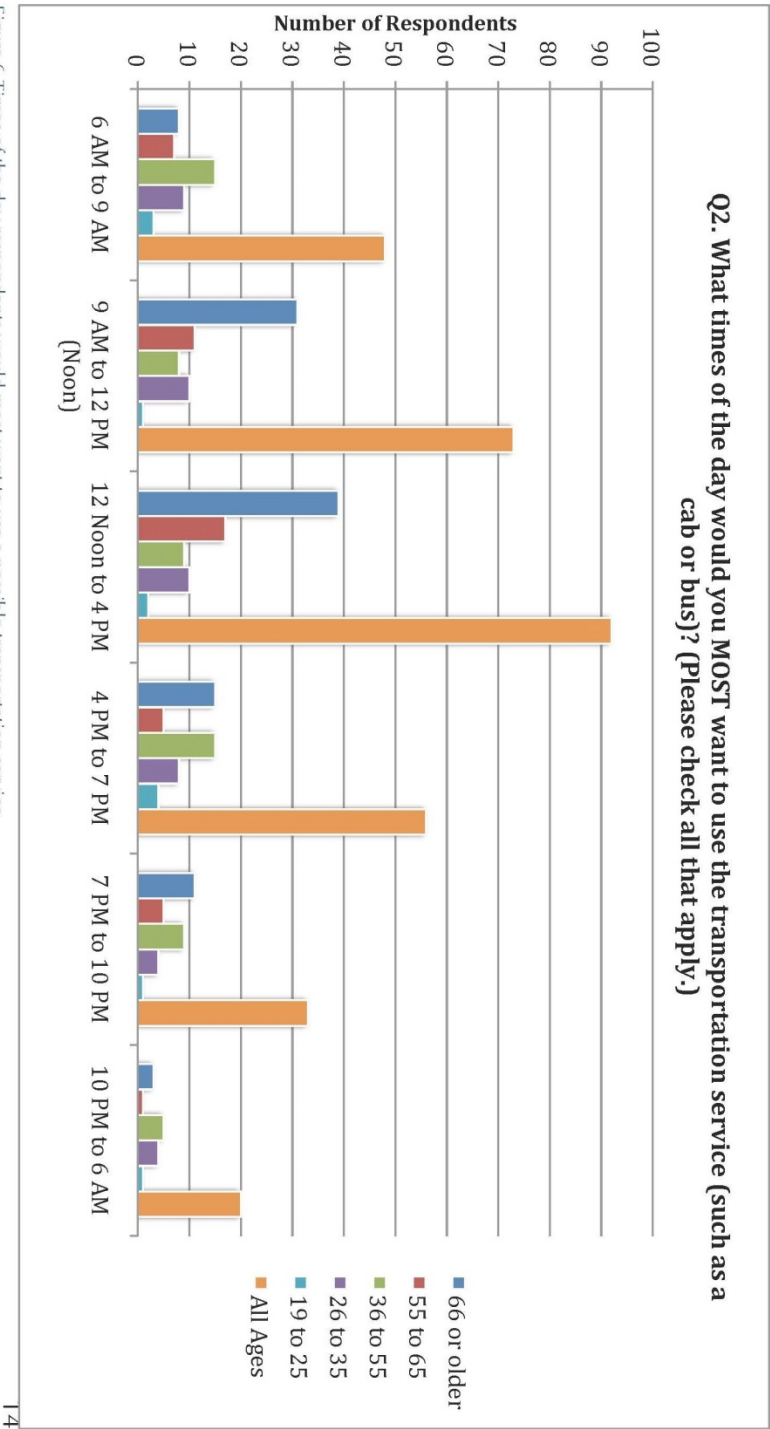


Figure 6 Times of the day respondents would most want to use a possible transportation service.

Days of the Week Respondents Most Likely to use a Transportation Services

The results provided in Figure 6 and 7, confirm what many municipalities that provide a transportation system suggest, that is the actual demand for evening and weekend hours are significantly lower than for other times of the day or the week. Figure 7, shows respondents' choices for weekday travel.

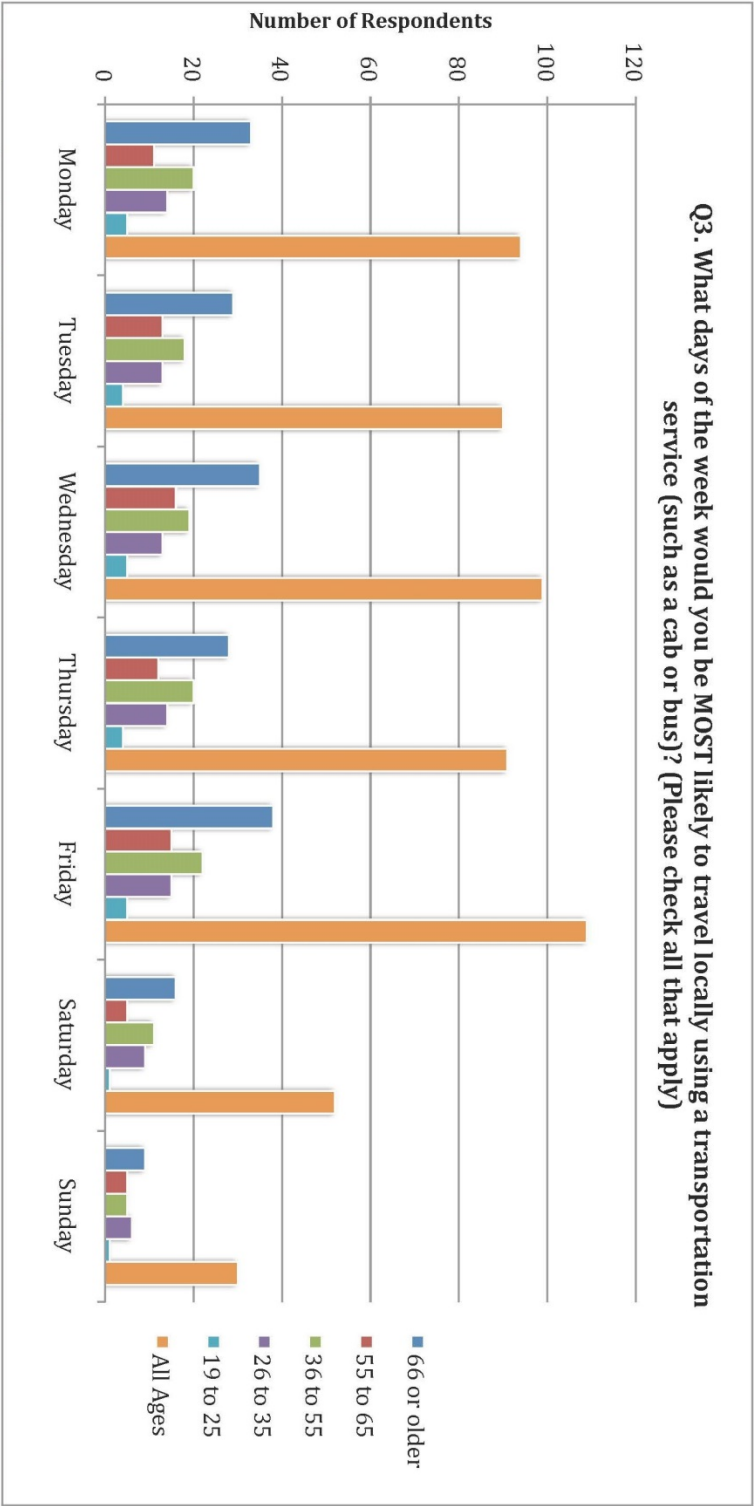


Figure 7 Respondents' choices for weekday travel.

Important Characteristics of a Transportation Service

Table 5 outlines the characteristics that respondents identified as being very important, important, somewhat important, or not important.

The following characteristics were rated as very important by the largest proportion of respondents: affordability (**64.3%**), guaranteed ride home (**48.7%**), clear fare structure (**47.6%**), and same day scheduling (**36.2%**) were all rated as very important to respondents.

The following characteristics were rated as not important by the largest proportion of respondents: service from home to work (**45.1%**), late-night service (**52.2%**), very few stops (**34.9%**), and wheelchair accessible (**42.0%**).

The top 5 most important characteristics were: affordability (**3.52**), clear fare structure (**3.23**), guaranteed ride home (**3.16**), flexibility (**2.99**), same day scheduling (**2.96**).

Q15. How important would each of the following characteristics be in your decision to use a transportation service (such as a cab or bus)?						
Answer Options	Very Important	Important	Somewhat Important	Not Important	Rating Average	Response Count
Affordability	64.3%	25.4%	8.0%	2.3%	3.52	213
Service from home to work	26.6%	17.9%	10.3%	45.1%	2.26	184
Flexibility	32.5%	41.6%	18.8%	7.1%	2.99	197
Evening service	17.5%	24.7%	32.0%	25.8%	2.34	194
Late-night service	13.6%	14.1%	20.1%	52.2%	1.89	184
Weekend service	18.3%	33.0%	28.8%	19.9%	2.50	191
Guaranteed ride home	48.7%	28.4%	13.2%	9.6%	3.16	197
Very few stops	13.2%	22.2%	29.6%	34.9%	2.14	189
Clear fare structure	47.6%	28.4%	13.2%	9.6%	3.23	189
Same day scheduling	36.2%	36.2%	14.8%	12.8%	2.96	196
Wheelchair accessible	24.1%	16.7%	17.2%	42.0%	2.23	174
Other (please specify)						8
Answered question						216
Skipped question						35

Table 5 Important characteristics of a transportation service.

Reasonable Fee for Transportation Service

Respondents were asked what is a reasonable amount to pay for transportation service each way in the Town or the County. **31.7%** of respondents stated that a fee between \$3.00 and \$5.00 was reasonable to charge for one-way trips in Drayton Valley. Current costs of trips charged by taxi companies varies from \$7.00 to \$8.00, one company charged seniors \$5.00.

While **16.3%** of respondents suggested that, a fee of \$5.01 to \$7.00 was reasonable for one-way travel in Brazeau County, this was closely followed by respondents who were evenly split (**15.1%**) in support of fees between \$3.00 to \$5.00, and fees of more than \$7.00.

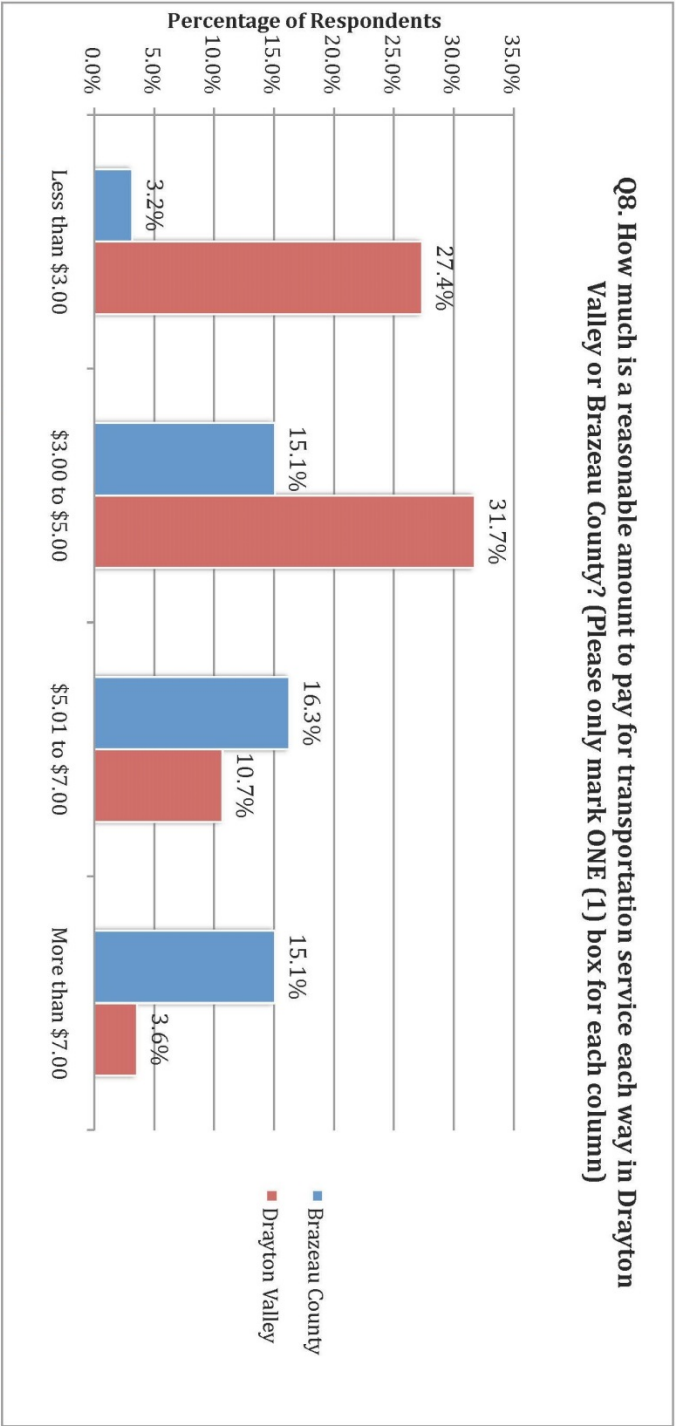


Figure 8 Reasonable fees for one-way travel in the Town and County.

Transportation Service to Major Centre (Edmonton, Red Deer, Leduc, Wetaskiwin, Devon)

57.9% of respondents state they do not require transportation services to a major centre, leaving 42.1% or 96 out of 252 respondents stating that they do require transportation services to a major centre.

64.7% of respondents stated that they know of a friend or family member that requires transportation service to a major centre.

57.1% of respondents drive themselves to a major centre, a family member or friend drives 35.1%, 6.8% receive a ride from an organization or volunteer group, and 1.0% hire a private individual or company to drive them.

Reasonable Fee for Roundtrip Transportation Service to Major Centre

Table 4, provides information on what respondents believe is a reasonable amount to pay for transportation service to a major centre. The largest proportion of respondents (39.8%) stated that \$50.00 is a reasonable fee.

Q11. What is a reasonable fee to pay for a roundtrip transportation service to a major centre?			
Answer Options	Response Percent	Response Count	
\$25	29.9%	60	
\$50	39.8%	80	
\$75	20.4%	41	
\$150	2.0%	4	
Users should pay the full cost of the service.	8.0%	16	
Other (please specify)		36	
		Answered question	201
		Skipped question	50

Table 4 Reasonable fees to pay for trips to major centres.

36 respondents provided a variety of further comments that are available in Appendix A. Of the 36 additional comments, 11 stated that the rates should depend on factors such as gas price, distance, income etc.

How do Respondents Currently Make Trips to a Major Centre?

57.1% of respondents drive themselves to a major centre. Family or friends drive 35.1% of respondents. An organization or volunteer group drives 6.8%, and 1.0% hire a private individual or company.

How often Respondents Travel for Medical Appointments to Major Centres

Figure 9, provides information on how often respondents travel to major centres for medical appointments.

Top Three Reasons Trips are Made to Major Centres

Table 5, below provides the top three reasons besides medical appointments that respondents make trip to major centres for. Shopping was the first choice of 42% of respondents. The top three reasons why respondent travel to major centres in order of highest ranked is: shopping, family visit, and entertainment.

Table 5 Top three reasons respondents travelled to major centres.

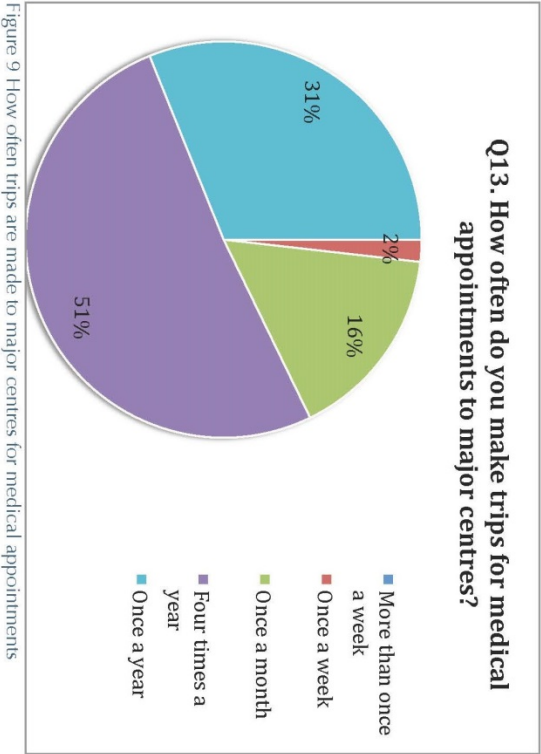


Figure 9 How often trips are made to major centres for medical appointments

Q14. In addition to medical appointments what other services do you travel to a major centre to access?(Please choose the top 3 reason you travel to a major centre.

Answer Options	First Choice	Second Choice	Third Choice	Overall Score	Response Count
a. Shopping	42%	18%	10%	434	177
b. Sports events	6%	7%	10%	106	58
c. Entertainment (movies, theatre, concerts)	10%	17%	17%	207	112
d. Dining out	5%	10%	11%	111	63
e. Participating in sporting activities (golf, soccer, hockey)	4%	6%	6%	71	39
f. Family visit	29%	13%	7%	302	123
g. Sight seeing	8%	6%	8%	111	55
h. I do not generally leave the community.	8%	2%	7%	93	45
Other (please specify)					14
Answered question					203
Skipped question					49

Would Respondents Make More Trips if They had Access to Transportation Service

Figure 10, outlines respondents answers to how their transportation patterns would change if they had access to transportation services.

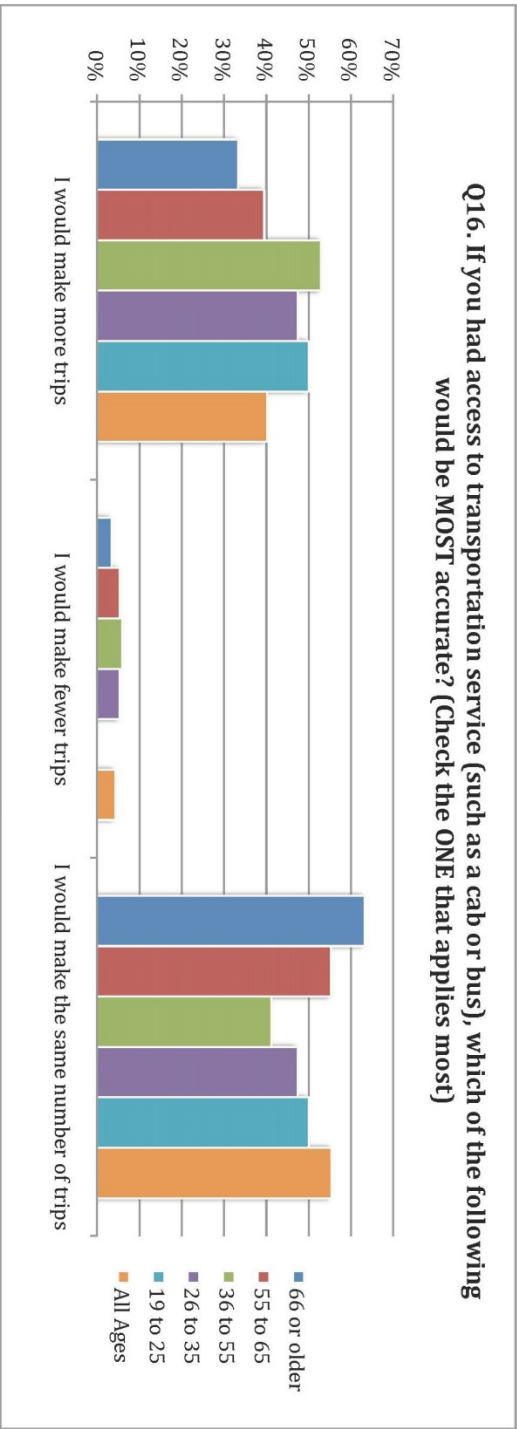


Figure 10 Respondents answers to how transportation pattern would change with access to additional transportation.

General Responses

70.1% of respondents think that there is community support for a specialized transportation service, only 44.0% of respondents supported an increase in property tax to help pay for a coordinated specialized transportation service.

Table 6, provides an outline of who respondents believe should be involved in the delivery of specialized transportation services.

Table 6 Who should be involved in delivering specialized transportation services.

Q15. Who do you think should be involved in the delivery of specialized transportation service? (Please check ALL that apply)		
Answer Options	Response Percent	Response Count
Alberta Government	65.0%	145
Local municipalities (Brazeau County / Town of Drayton Valley / Village of Breton)	81.2%	181
Local businesses	22.0%	49
Not-for profit organizations	30.0%	67
Individuals should be responsible for their own transportation needs	22.4%	50
Answered question		223
Skipped question		28

3.2 Youth Survey

173 respondents completed the Youth Survey. 65.5% of respondents were from Drayton Valley, 30.3% from Brazeau County, and 4.2% from the Village of Breton.

71.4% of the respondents do not have their own vehicle.

47.4% of respondents are employed.

When asked if they were afraid for their safety when trying to find a ride home 78.4% said no.

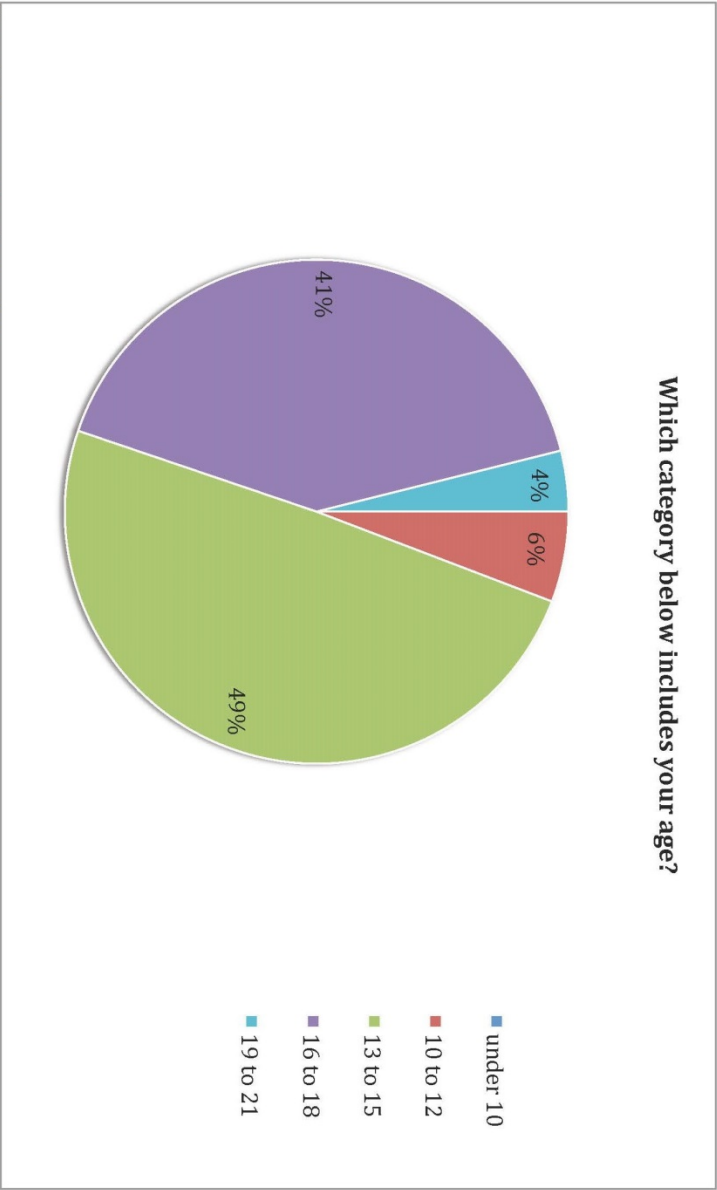


Figure 11, provides a breakdown of the various ages of respondents to the Youth Survey.

Figure 11 Age categories of respondents.

Community Perceptions of Youth Survey Respondents

A majority of youth respondents (75.8%) agreed with the statement stated that they have no trouble getting around Drayton Valley. 51.7% of respondents agreed with the statement that they have no trouble getting around Brazeau County.

While respondents often have to ask for a ride to get to an event or activity (67.3%), or to get to work (42.4%), we see from responses to question 7 provided in Figure 12, that transportation is not a barrier for youth to access a variety of activities and opportunities.

Q1. Please tell us if you strongly agree, agree, disagree, strongly disagree, or not applicable to the following statements.

Answer Options	Agree	Disagree	Not Applicable	Response Count
I have no trouble getting around Drayton Valley.	75.8%	21.3%	3.0%	169
I have no trouble getting around Brazeau County.	51.7%	36.9%	11.3%	168
I often have to ask for a ride to get to an event or activity.	67.3%	29.7%	3.0%	165
I often have to ask for a ride to get to work.	42.4%	32.5%	25.2%	163
My parents complain about having to drive me to things.	49.7%	42.5%	7.8%	167
I would use a transit system.	56.5%	32.2%	11.3%	168
I often take a Taxi.	17.5%	70.9%	11.5%	165
I often walk to get to where I have to go.	51.5%	43.1%	5.4%	167
My friends have trouble finding rides to get to places.	52.4%	42.8%	4.8%	168
Answered question				170
Skipped question				3

Table 7: Answers of Youth Respondents to various statements.

Is Transportation a Barrier

Respondents were asked to answer whether transportation was a barrier for them in relation to a number of activities. Figure 12, below provides their responses.

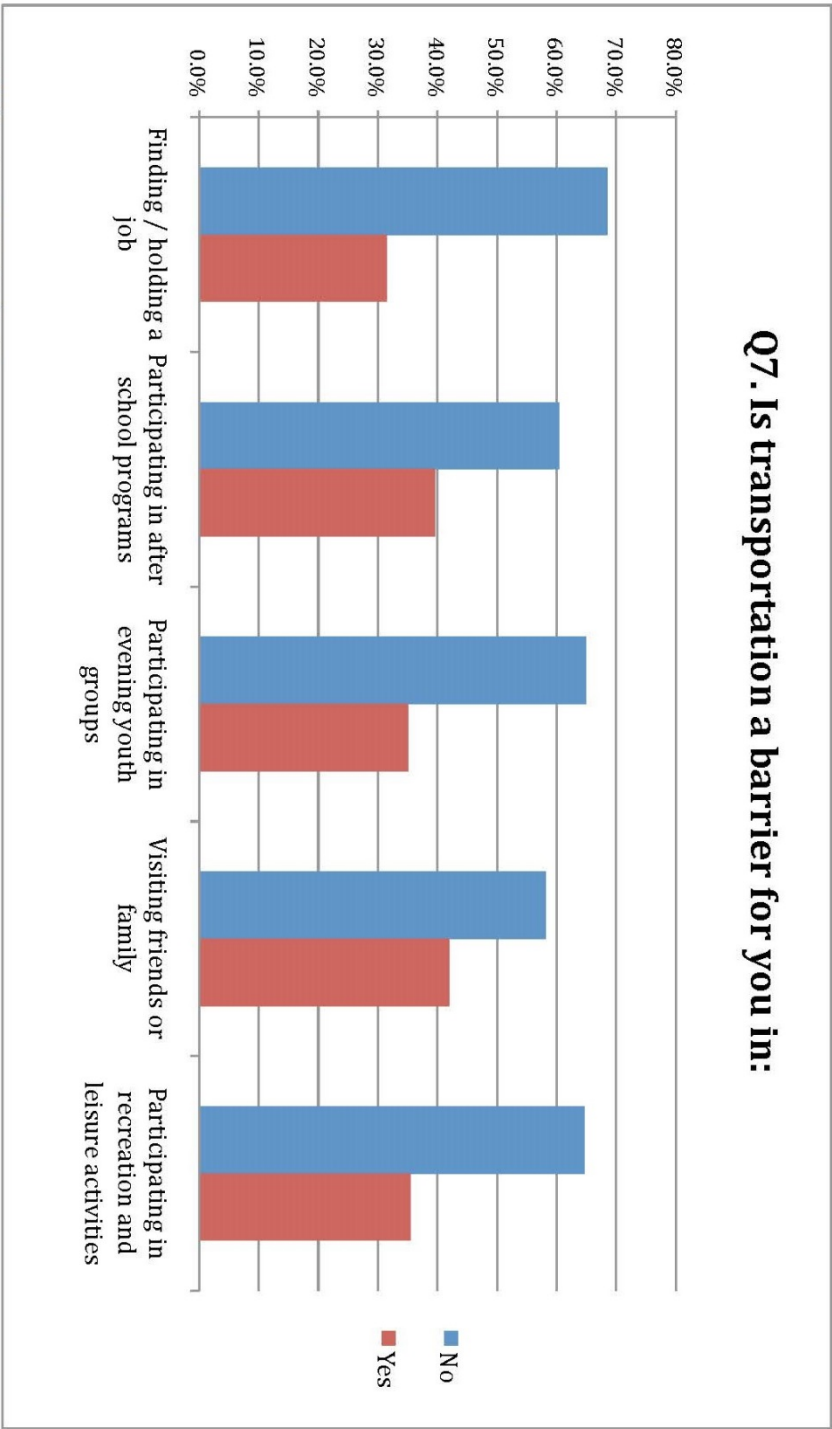


Figure 12 When transportation is a barrier.

Respondents Most Used Modes of Transportation

46.2% of respondents identified ride from parent or family member as the most used mode of transportation. The top three overall beginning with highest ranked were: ride from parent or family member, walking, and ride from a friend.

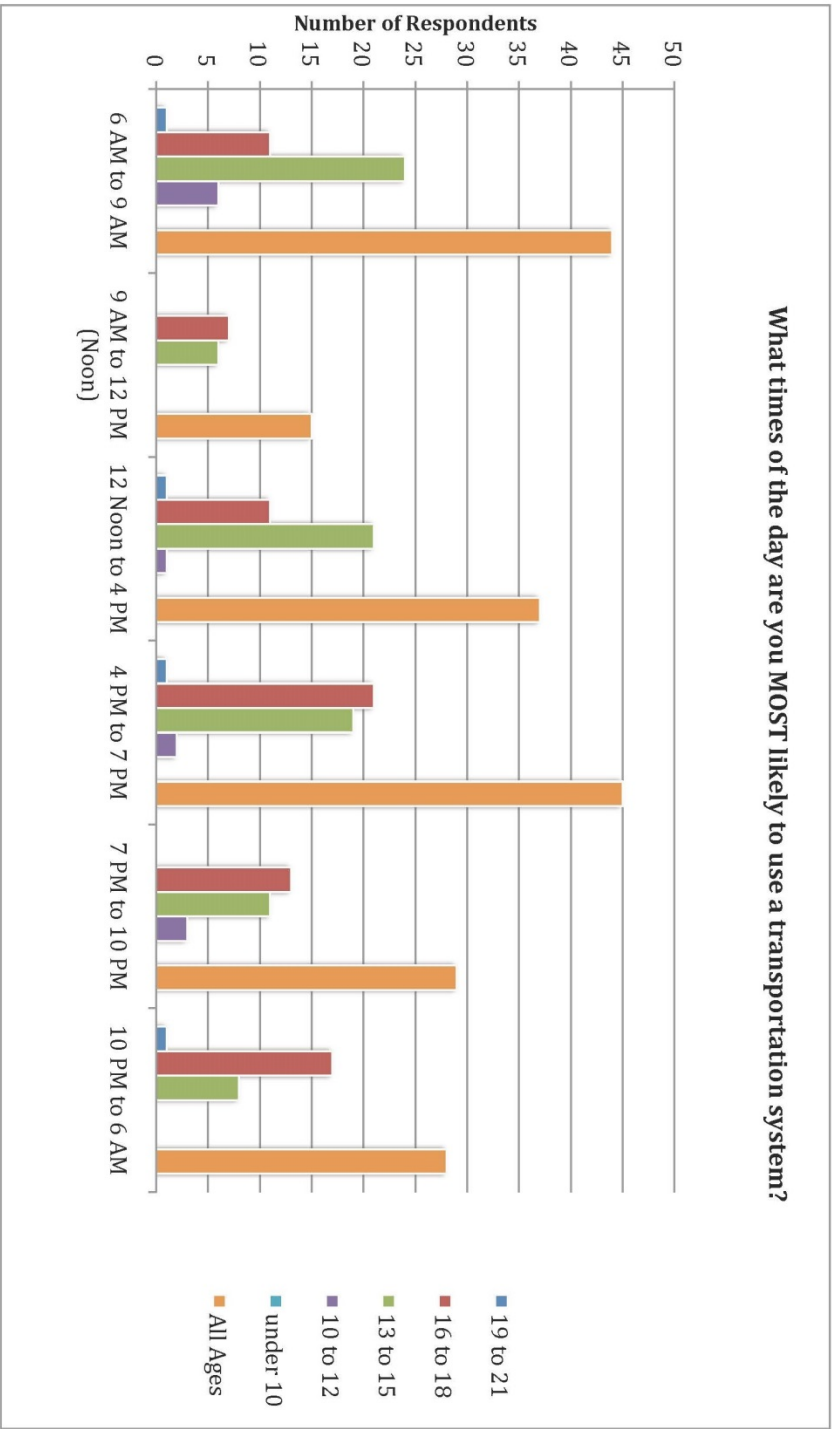
Of the options below, which are the three, you use most often use?

Answer Options	Most Used	Second Most Used	Third Most Used	Overall Score	Response Count
Walking	26.6%	22.5%	20.2%	251	120
Ride from a parent or family member	46.2%	24.3%	7.5%	337	135
Ride from a friend	2.9%	20.2%	24.3%	127	82
Biking or skateboarding	0.6%	4.0%	8.1%	41.50	22
Driving my own vehicle	12.7%	2.3%	6.9%	86	38
Taxi	0.6%	4.0%	3.5%	41.30	14
School offered transportation	5.2%	6.9%	9.2%	67	37
Other (please specify)					58
				Answered question	165
				Skipped question	8

Table 8 Top three most used modes of transportation.

Times Most Likely to Use Transportation System

Respondents were asked to identify the times they were most likely to use the transportation system. Youth respondents choose 4 PM to 7 PM and 6 AM to 9 AM as the times they would most often use a transportation system. These times correspond to before and after school times.



4 Interviews

Agencies

A number of community-based agencies working with seniors, individuals with disabilities and in the area of transportation were interviewed and asked for overall input. There was a general consensus among the community-based organizations that there was a need for a specialized transportation that provided services to meet the specific needs of individuals.

The agency provided a variety of insights and experiences regarding their own transportation needs and what they perceived could happen with transportation.

Concerns with the current situation related to:

- a lack of wheelchair accessible vehicle available to the general community;
- cost of taxi service within the community;
- cost of services to access major centres;
- waiting times for taxi service;
- lack of specialized support for vulnerable individuals requiring transportation services;
- concerns that the current did create "shut-in" situation for some individuals;
- concern that the quality of life of some individuals was adversely effected;
- some seniors that are mobile and have a vehicle were pressured to provide services to other less mobile seniors;
- a lack of affordable choice for vehicles to take seniors or individuals with disabilities on group trips or outings;
- limited access to work opportunities because of a lack of affordable and accessible transportation options; and,
- vehicles used by at least one agency where aging.

The agencies were passionate about advocating for a vehicle to meet the needs of residents.

Businesses

While businesses were supportive in meeting the needs of seniors, individuals with disabilities, and low-income individuals or families there was not a consensus that a transportation system was required. The taxi companies provided two differing perspectives. One was willing to take on additional work and explore possibilities, the other was content with the current

volumes they were handling. They were not overly concerned that a handibus system would provide significant competition to them and understood that there was an acute need among smaller proportion of seniors for more specialized support.

One of the employers had an agreement with a local cab company to provide transportation for their employees. The other offered support for setting up a bus shelter on their property. The number of staff identified as requiring transportation service was below 15.

Interviews with Other Communities

The information supplied by other communities was helpful, and general research found that there is no set guidelines or population size that triggers the development of a transportation system.

A number of agencies offered support in the form of policies, and administrative guidelines etc should the Brazeau County and Drayton Valley choose to develop a transportation system.

Each community has responded slightly differently in meeting the needs of their residents. Hinton has provided both a public transit system as well as a handibus. Devon with a population of approximately 6,500 has provided a dial-a-bus service that is available to all community residents. A smaller community like Wildwood is providing transportation to seniors for specific types of trips and events.

5 Options Considered

The following are four distinct transportation options developed based on interviews with local and regional stakeholders, input from the Transportation Committee, research into transportation in other communities, survey responses, and the local community context. There are of course a number of derivatives of these options, which could be considered. These four are intended to spark conversation and provide a sense of what is available.

Other options considered included the development of partnerships with not-for profit organizations within the community.

A number of potential opportunities exist for partnerships that could be mutually beneficial to the municipalities and a third party organization, but it was found that in one case a potential agency was not interested, and in another case the interested agency was going through a time of uncertainty and may not have the resources and required focus to assure success in the short-term.

5.1 Benefits and Challenges of Partnerships

Benefits

There are a number of benefits to a partnership with a not-for profit organization. The right organization will already have strong ties to the population that would be served by

a transportation system and would have a good sense of what the needs are and how they could best be met.

Additionally, a not-for profit has a much greater chance of leveraging funding from other sectors in support of the transportation service. It is more likely that a corporation will provide sponsorship to an agency working the seniors or individuals with disabilities, than it will to a municipality.

A not-for profit will also be in a better position to leverage volunteer resources. It is more likely that an individual will volunteer to provide additional program support to a not-for profit than they would to a municipal government.

Challenges

The challenges to partnering with a not-for profit is that the municipality loses some control over the delivery of the service. The municipality is likely to continue to be required to provide monetary support but is likely to have less say over how the service is delivered and who is hired to provide the service.

If something goes wrong with the service, the public relations liability to the municipality is still quite high, as citizens will see the donor as being responsible for the program.

Third party not-for profit organizations often exert greater influence on Council than Administration, and its possible that requests from a not-for profit organization for more funding may be agreed to whereas the same request from administration may be declined. This could lead to cost escalations to the programs that may be greater than would be experienced if the program were run internally.

Option A - Dial-a-Bus

The Dial-a-Bus service is a door-to-door service usually offered between 8 AM and 4 PM. This service is often found in smaller communities that do not have a full-fledged transportation system. In larger urban areas, this service supplements the transit bus system.

This service is typically limited to seniors, and individuals with disabilities. In some instances, the program is extended to low-income individuals. In rare circumstances, the service is made available to all residents.

The service is typically provided by a bus that is wheelchair accessible and coordinated or managed by either a municipality or a not-for profit society.

Government, sponsorships or fundraising, heavily subsidizes this system. In some cases, memberships are sold to track the number of users utilizing the system and to generate nominal revenue.

Fees for the system are generally based on a flat rate per one-way trip. In some cases, where longer travel is required the fee may be based on a per kilometer fee.

Advantages and Disadvantages

This system is well suited to meeting the needs of vulnerable individuals such as seniors, or individuals with disabilities. The service provides a sense of safety to riders, attempts to work with their schedules and needs, can provide more personalized service such as assisting with groceries etc.

The system can work effectively and relatively efficiently with consistent group of users. The system is becomes increasingly costly when providing the service over longer distances and if there were a significant increase in users dispersed throughout the two municipalities.

Capital Costs

For the Dial-a-Bus system, a 10 to 14-passenger system with 2 wheelchair spots is recommended. The estimated costs are between \$45,000 and \$75,000 depending on the options chosen, type of engine etc.

Operating Costs

Operating costs for the service will depend on the schedule adopted. Wages and benefits for drivers is the single highest cost in delivering the service. The costing below is based on a system that would operate 7.5 hours during weekdays. The budget is based on a full-year

operating cycle. Detailed information on the budget is provided in Appendix C.

Option A: Dial-a-Bus Service	
Income	2013
Fees	\$11,850
Municipal Grants	\$50,224
Other Government Grants	\$2,500
Sponsorships	\$6,500
Local Community Grants	\$3,000
TOTAL Income	\$74,074
Expenses	
Wages and Benefits	\$61,224
Driver Wages	\$41,600
Driver Benefits	\$12,064
Casual Driver	\$2,880
Administrative Wages / Benefits	\$4,680
Fuel	\$5,500
Repairs/Maintenance	\$1,500
Insurance	\$2,600
Lifecycle Replacement	
Advertising / Marketing	\$750
Miscellaneous	\$2,500
TOTAL Expenses	\$74,074
Cost Per Hour of Operation	\$40.31
Anticipated Revenue Per Hr (Fees)	\$20.00
Hourly Subsidy	\$(20.31)
Annual KM	22575
Fuel Rate (Regular Gasoline)	\$1.06

Option B – Bus Loop

A bus loop service is the service most associated with a public transit system. This is service is not typically found in communities under 10,000 population.

The service is characterized by a fixed route, fixed schedule basis operating the entire week, and available to all residents.

The system outlined in this Option is based on a 15-hour day with the bus operating from 6:30 AM to 9:30 PM from Monday to Friday. The suggested hours would attempt to capture employees working an early shift starting at 7 AM, and employees working a late shift ending at 9 PM.

Advantages and Disadvantages

While the bus loop would provide a service that would be available to all residents, it requires a high number of users to make the system cost effective.

The disadvantage to this more universal system is that individuals with the highest needs, that is wheelchair bound individuals or others with mobility issues, are not well served in the system. Getting to and from the bus stops along the route could be too cumbersome for these individuals.

The system is less effective in areas highly dispersed areas with low population densities.

Capital Cost

The capital cost for a bus loop system is significantly higher than capital costs for any of the other systems. With a transit system of this nature the need for a second bus is more critical than in the dial-a-bus system. Additionally, there are costs associated with the bus stops. Depending on the vehicle there could also be a greater need for some kind of parking facility.

The cost of a bus is suggested at between \$45,000 to \$500,000 for a hybrid bus. The capital cost depends on the nature of the system that is being provided. Will the bus be wheelchair accessible? Will it be low floor? How many people should it be ready to accommodate?

Operating Costs

Based on the recommended scheduling of the bus loop the operating cost is estimated at over \$154,000. This cost does not include lifecycle or capital replacement of the vehicle.

Option B: Bus Loop		
Income		2013
Fees		\$64,292
Municipal Grants		\$78,000
Other Government Grants		
Sponsorships		\$10,000
Local Community Grants		\$2,500
TOTAL Income		\$154,792
Expenses		
		2013
Wages and Benefits		\$117,768
Driver Wages		\$83,200
Driver Benefits		\$24,128
Casual Driver		\$5,760
Administrative Wages / Benefits		\$4,680
Fuel		\$27,424
Repairs/Maintenance		\$3,000
Insurance		\$2,600
Lifecycle Replacement		
Advertising / Marketing		\$1,500
Miscellaneous		\$2,500
TOTAL COSTS		\$154,792
Cost Per Hour of Operation		\$41.71
Anticipated Revenue Per Hr (Fees)		\$21.00
Hourly Subsidy		\$(20.71)
Annual KM		117600
Fuel Rate		\$1.12

Option C – Taxi Subsidy

Taxi subsidies are a common, low cost way that some municipalities have used to assist seniors, individuals with disabilities, and low-income families to address their transportation needs.

Typically, the municipality has some form of eligibility requirement that identifies individuals who can access tickets that would provide them with a discounted service. The discount usually provides \$1 to \$2 relief to the regular cost of the taxi. The taxi service then submits tickets to the municipality who reimburses the value of the ticket.

Advantages and Disadvantages

The advantage to this system of course is the relatively low-cost to the municipality. The taxi service already exists, is responsible for the capital investment, and has the administrative infrastructure in place to provide the service.

The challenges tend to arise with high needs individuals who may require wheelchair accessible vehicles, or may require assistance with walking, or transporting their goods. The taxi companies are unlikely to invest in wheelchair accessible vehicles, and often see the needs of a frail senior as a possible liability.

In order to reduce costs to the programs the municipality will likely need to impose an arbitrary ceiling to the number of tickets that are made available to citizens. This

arbitrary number may provide too many to some individuals, and too few to others.

Capital Costs

A municipality may want to provide a cash incentive to a taxi service that is willing to purchase a wheelchair accessible vehicle, so long as the vehicle is available for hire through the taxi service by residents. The capital cost would be under \$35,000.

Operating Costs

A municipality can control the operating costs of this service by limiting the subsidy. This can be done by providing a maximum number of tickets per month or year, or by narrowing the eligibility criteria so that few individuals qualify for the service.

Taxi Subsidy	
Income	2013
Municipal Grants	\$27,300
Local Community Grants	\$1,500
TOTAL Income	\$1,500
Expenses	
2013	
Taxi Subsidy	\$28,800
TOTAL Expenses	\$28,800
Taxi Ticket (1200 seniors @ 20% Usage Limit of 5 per month)	
Number of Subsidized Rides	
28,800	
Subsidy Value of \$2/ride	

Option D – Transportation to Major Centres

The Survey findings and conversations with individuals and agencies identified a growing need for transportation to major centres for medical purposes. Edmonton, Red Deer, Wetaskwin, Leduc, and Devon were identified as destinations for certain medical services.

The loss of Greyhound services was identified by some as an issue, but in reality, the actual usage of the service was low, and the likelihood that it was or would be used for individuals seeking medical support in major centres would be extremely low.

This option focuses specifically on providing subsidies to eligible individuals to travel to major centres for medical appointments. This subsidy could be administered through Family and Community Support Services (FCSS) but would require support over and above the required 20% municipal contribution to FCSS.

The subsidy would be offered to volunteer drivers who would provide a ride to eligible individuals.

Advantages and Disadvantages

This service would help address the needs of a small but highly vulnerable portion of the population. The advantage to the program is that it would help address a very specific need that might otherwise go unmet.

The disadvantage, if only this program were implemented, is that a large number of people with less acute needs would not have their issues and concerns addressed. The demand for transportation to major centres is far less than the demand for day-to-day transportation with the Brazeau – Drayton region. A much larger group of individuals would likely feel that their particular need has gone unaddressed.

Capital Cost

While this program would generally expect that drivers would provide their own vehicle, another way to reduce costs for volunteers would be for the municipality to purchase a vehicle that could be used to transport individuals. It is likely that such a vehicle would garner enough support from the community and businesses that the capital cost to the municipalities would be minimal. The cost of a wheelchair accessible vehicle could range up to \$45,000.

Operating Cost

Limiting the number of eligible individuals, subsidized trips, or the amount of the subsidy could control the operating cost of this type of service. The costing below is based on only 36 individuals being eligible for up to \$100 per trip for a maximum of 4 trips a year.

Subsidy to Major Centres	
Income	2012
Municipal Grants	
Local Community Grants	\$1,500
TOTAL	\$1,500
Expenses	
Subsidy	\$14,400
TOTAL COSTS	\$14,400
# of Subsidized Rides (1200 @ 3% x 4)	
Subsidy Value	144
Est. Cost Per Trip (Gas: \$35, Hr \$15 @ 5 hrs)	\$100
Est. Based on Govt Rates (\$.52/km)	\$110
	\$152

Option E – Status Quo

Another option that can be considered is staying with the status quo. While interviews with agencies painted a picture of real and immediate need for specialized transportation services, the wider youth and community surveys did not provide a sense of the same urgency.

While the wider surveys did not convey a sense of urgency, there is wide belief among respondents (70.1%) that there is community support for a specialized transportation system. Additionally, Brazeau County and Drayton Valley will find themselves as part of a continually shrinking minority of municipalities that do not support some form of specialized transportation in their community. With a growing population of seniors, Brazeau County and Drayton Valley should expect to see increasing demands for transportation support in the near future.

Developing the capacity to meet the growing needs today may result in better preparation and programs in the future when the demand is anticipated to increase significantly.







Drayton Valley - Brazeau County Transportation Survey










1. Tell us if you strongly agree, agree, disagree, strongly disagree, or are not sure about each of the following statements.

	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Sure	Response Count
I feel independent and able to get around in the community.	42.6% (104)	37.7% (92)	6.6% (16)	11.5% (28)	1.6% (4)	244
I feel that transportation options are available to me.	11.7% (28)	31.7% (76)	23.3% (56)	22.9% (55)	10.4% (25)	240
I feel that current transportation options are affordable.	7.5% (18)	20.9% (50)	28.0% (67)	20.5% (49)	23.0% (55)	239
I feel that current transportation options are accessible.	7.2% (17)	30.1% (71)	25.4% (60)	22.0% (52)	15.3% (36)	236
Transportation around the community is an issue for me.	19.0% (44)	19.4% (45)	35.3% (82)	19.4% (45)	6.9% (16)	232
I see myself moving to a larger centre in the next 5 years.	7.1% (17)	11.8% (28)	21.4% (51)	31.9% (76)	27.7% (66)	238
I am worried that transportation will be an issue an issue for me in the next 5 years.	25.2% (61)	26.0% (63)	16.5% (40)	13.2% (32)	19.0% (46)	242
answered question						250
skipped question						1







2. What times of the day would you MOST want to use the transportation service (such as a cab or bus)? (Please check all that apply.)

		Response Percent	Response Count
6 AM to 9 AM		33.3%	48
9 AM to 12 PM (Noon)		50.7%	73
12 Noon to 4 PM		63.9%	92
4 PM to 7 PM		38.9%	56
7 PM to 10 PM		22.9%	33
10 PM to 6 AM		13.9%	20
answered question			144
skipped question			107






3. What days of the week would you be MOST likely to travel locally using a transportation service (such as a cab or bus)? (Please check all that apply)

		Response Percent	Response Count
Monday		73.4%	94
Tuesday		70.3%	90
Wednesday		77.3%	99
Thursday		71.1%	91
Friday		85.2%	109
Saturday		40.6%	52
Sunday		23.4%	30
answered question			128
skipped question			123





4. Do you need any of the following assistance when you travel locally? (Please check all that apply)

		Response Percent	Response Count
Help getting into and out of a vehicle		27.1%	16
A helper to accompany you		35.6%	21
Help loading and unloading packages		67.8%	40
Door-to-door service		59.3%	35
A wheelchair lift or ramp		16.9%	10
Space for a fold-up wheelchair or walker		22.0%	13
Other (please specify)			18
answered question			59
skipped question			192

5. In an average week, how many vehicle trips (include a round trip as two trips) do you take? (Please check the ONE that most applies)

		Response Percent	Response Count
None		4.7%	7
1 to 3		22.7%	34
4 to 7		23.3%	35
8 to 14		23.3%	35
More than 14		26.0%	39
answered question			150
skipped question			101

6. If you had additional transportation options (such subsidized cab or a handibus), how many MORE trips would you take per week? (Please check the ONE that most applies)

		Response Percent	Response Count
None		48.3%	83
1 to 3		23.3%	40
4 to 7		13.4%	23
More than 7		15.1%	26
answered question			172
skipped question			79



7. How often do you take the following types of trips?

	Once a week	2 to 4 times a week	Once a month	Four times a year	Once a year	Response Count
Medical Appointments (Dental, Health etc)	8.2% (16)	5.1% (10)	39.8% (78)	35.2% (69)	11.7% (23)	196
Personal care appointments (hair cuts etc):	7.9% (15)	5.8% (11)	55.6% (105)	25.9% (49)	4.8% (9)	189
Shopping	39.5% (75)	52.1% (99)	7.4% (14)	1.1% (2)	0.0% (0)	190
Meeting with friends	38.5% (69)	49.2% (88)	10.6% (19)	1.7% (3)	0.0% (0)	179
Meeting with family	38.1% (69)	35.9% (65)	15.5% (28)	8.3% (15)	2.2% (4)	181
Leisurely outings	31.0% (57)	41.8% (77)	19.0% (35)	6.5% (12)	1.6% (3)	184
answered question						201
skipped question						50



8. How much is a reasonable amount to pay for transportation service each way in Drayton Valley or Brazeau County? (Please only mark ONE (1) box for each column)

	Drayton Valley	Brazeau County	Response Count
Less than \$3.00	97.2% (69)	11.3% (8)	71
\$3.00 to \$5.00	73.4% (80)	34.9% (38)	109
\$5.01 to \$7.00	43.5% (27)	66.1% (41)	62
More than \$7.00	21.4% (9)	90.5% (38)	42
		Other (please specify)	20
		answered question	203
		skipped question	48

9. Do you require transportation services to a major centre?

		Response Percent	Response Count
Yes		42.1%	96
No		57.9%	132
		answered question	228
		skipped question	23



10. Do you know of a friend or family member that requires transportation services to a major centre?

		Response Percent	Response Count
Yes		64.7%	145
No		35.3%	79
answered question			224
skipped question			27





11. What is a reasonable fee to pay for a roundtrip transportation service to a major centre?

		Response Percent	Response Count
\$25		29.9%	60
\$50		39.8%	80
\$75		20.4%	41
\$150		2.0%	4
Users should pay the full cost of the service.		8.0%	16
Other (please specify)			36
answered question			201
skipped question			50

12. How do you currently make trips into major centres?

		Response Percent	Response Count
Drive yourself		57.1%	117
Family or friend drives you		35.1%	72
An organization or volunteer group drives you		6.8%	14
You hire a private individual or company (example cab service) to drive you.		1.0%	2
Other (please specify)			19
answered question			205
skipped question			46

13. How often do you make trips for medical appointments to major centres?

		Response Percent	Response Count
More than once a week		0.0%	0
Once a week		1.8%	4
Once a month		16.0%	35
Four times a year		51.1%	112
Once a year		31.1%	68
answered question			219
skipped question			32




14. In addition to medical appointments what other services do you travel to a major centre to access?(Please choose the top 3 reason you travel to a major centre.

	First Choice	Second Choice	Third Choice	Rating Average	Response Count
a. Shopping	59.9% (106)	25.4% (45)	14.7% (26)	2.45	177
b. Sports events	25.9% (15)	31.0% (18)	43.1% (25)	1.83	58
c. Entertainment (movies, theatre, concerts)	23.2% (26)	38.4% (43)	38.4% (43)	1.85	112
d. Dining out	19.0% (12)	38.1% (24)	42.9% (27)	1.76	63
e. Participating in sporting activities (golf, soccer, hockey)	23.1% (9)	35.9% (14)	41.0% (16)	1.82	39
f. Family visit	59.3% (73)	26.8% (33)	13.8% (17)	2.46	123
g. Sight seeing	36.4% (20)	29.1% (16)	34.5% (19)	2.02	55
h. I do not generally leave the community.	46.7% (21)	13.3% (6)	40.0% (18)	2.07	45
Other (please specify)					14
answered question					203
skipped question					48



15. How important would each of the following characteristics be in your decision to use a transportation service (such as a cab or bus)?

	Very Important	Important	Somewhat Important	Not Important	Rating Average	Response Count
Affordability	64.3% (137)	25.4% (54)	8.0% (17)	2.3% (5)	3.52	213
Service from home to work	26.6% (49)	17.9% (33)	10.3% (19)	45.1% (83)	2.26	184
Flexibility	32.5% (64)	41.6% (82)	18.8% (37)	7.1% (14)	2.99	197
Evening service	17.5% (34)	24.7% (48)	32.0% (62)	25.8% (50)	2.34	194
Late-night service	13.6% (25)	14.1% (26)	20.1% (37)	52.2% (96)	1.89	184
Weekend service	18.3% (35)	33.0% (63)	28.8% (55)	19.9% (38)	2.50	191
Guaranteed ride home	48.7% (96)	28.4% (56)	13.2% (26)	9.6% (19)	3.16	197
Very few stops	13.2% (25)	22.2% (42)	29.6% (56)	34.9% (66)	2.14	189
Clear fare structure	47.6% (90)	34.9% (66)	10.6% (20)	6.9% (13)	3.23	189
Same day scheduling	36.2% (71)	36.2% (71)	14.8% (29)	12.8% (25)	2.96	196
Wheelchair accessible	24.1% (42)	16.7% (29)	17.2% (30)	42.0% (73)	2.23	174
Other (please specify)						8
answered question						216
skipped question						35




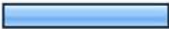

16. If you had access to transportation service (such as a cab or bus), which of the following would be MOST accurate? (Check the ONE that applies most)

		Response Percent	Response Count
I would make more trips		40.0%	84
I would make fewer trips		4.3%	9
I would make the same number of trips		55.7%	117
answered question			210
skipped question			41



17. Do you think there is community support for a specialized transportation service?

		Response Percent	Response Count
Yes		70.1%	136
No		29.9%	58
Please Explain			71
answered question			194
skipped question			57




18. Who do you think should be involved in the delivery of specialized transportation service? (Please check ALL that apply)

		Response Percent	Response Count
Alberta Government		65.0%	145
Local municipalities (Brazeau County / Town of Drayton Valley / Village of Breton)		81.2%	181
Local businesses		22.0%	49
Not-for profit organizations		30.0%	67
Individuals should be responsible for their own transportation needs		22.4%	50
answered question			223
skipped question			28






19. Would you support an increase in property taxes to help pay for a coordinated specialized transportation in Drayton Valley / Brazeau County?

		Response Percent	Response Count
Yes		44.0%	85
No		56.0%	108
Please Explain:			51
answered question			193
skipped question			58







20. Where is your primary residence?

		Response Percent	Response Count
Drayton Valley		62.2%	125
Brazeau County		32.3%	65
Village of Breton		5.5%	11
Other (please specify)			7
answered question			201
skipped question			50



21. How long have you lived in your primary residence?

		Response Percent	Response Count
1 to 3 years		14.3%	29
4 to 7 years		20.7%	42
7 to 10 years		9.9%	20
over 10 years		54.7%	111
I do not live in Drayton Valley or Brazeau County		0.5%	1
answered question			203
skipped question			48


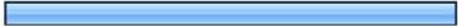
22. Which category below includes your age?

		Response Percent	Response Count
12 to 18		1.5%	3
19 to 25		2.9%	6
26 to 35		9.8%	20
36 to 55		17.6%	36
55 to 65		20.1%	41
66 or older		48.0%	98
answered question			204
skipped question			47

23. What is your gender?

		Response Percent	Response Count
Male		27.0%	54
Female		73.0%	146
answered question			200
skipped question			51






24. Are you a caregiver for a person over the age 60 or for a person with a disability?

		Response Percent	Response Count
Yes		17.8%	36
No		82.2%	166
answered question			202
skipped question			49




25. What is your PRIMARY means of transportation? What would your SECONDARY means of transportation be?

	Primary	Secondary	Rating Average	Response Count
Personal automobile	96.1% (172)	3.9% (7)	1.00	179
Friend, relative or neighbour	23.9% (32)	76.1% (102)	1.00	134
Volunteer driver	40.5% (15)	59.5% (22)	1.00	37
Taxi	22.0% (11)	78.0% (39)	1.00	50
Bus service	31.0% (13)	69.0% (29)	1.00	42
Walking	36.6% (26)	63.4% (45)	1.00	71
Other (please specify)				14
answered question				219
skipped question				32







26. If you don't drive a vehicle, why not? (Please check all that apply.)

		Response Percent	Response Count
Cannot drive due to medical / physical condition		58.9%	33
Cannot afford a vehicle		32.1%	18
Cannot afford gas / insurance		21.4%	12
Do not have a driver's license		55.4%	31
No need to have a vehicle. I can access everything I need without a vehicle		5.4%	3
	Other (please specify)		14
answered question			56
skipped question			195

27. What would be the best system for providing specialized transportation for the Town of Drayton Valley and Brazeau County?

		Response Percent	Response Count
Dial-a-Bus Service: A service provided during the week where riders would call and make an appointment for pick-up.		49.5%	95
Bus Loop: A service where individuals could be picked up and dropped off at designated stops twice a week.		32.3%	62
Subsidies for the use of local taxi services		18.2%	35
Other system (please specify)			27
answered question			192
skipped question			59

28. What is your annual household income before taxes?

		Response Percent	Response Count
up to \$22,300		18.9%	35
\$22,301 to \$27,000		9.2%	17
\$27,001 to \$35,000		16.8%	31
\$35,001 to \$42,000		11.4%	21
\$42,001 to \$60,000		10.8%	20
\$60,000+		33.0%	61
answered question			185
skipped question			66

Page 3, Q4. Do you need any of the following assistance when you travel locally? (Please check all that apply)		
1	Space for cane	Mar 7, 2012 10:44 AM
2	not needed at present	Feb 7, 2012 11:04 AM
3	None	Feb 7, 2012 10:44 AM
4	None of the above.	Feb 3, 2012 3:31 PM
5	Someone to take me from house and back to house.	Feb 3, 2012 2:25 PM
6	For the time being, I still drive myself around town.	Feb 3, 2012 1:37 PM
7	None	Feb 3, 2012 10:59 AM
8	Stroller space	Feb 3, 2012 8:36 AM
9	None	Feb 2, 2012 3:29 PM
10	Not at this time only 88	Feb 1, 2012 12:01 AM
11	None	Jan 31, 2012 11:55 PM
12	Do Not Apply	Jan 31, 2012 3:31 PM
13	There again one never knows the situation	Jan 31, 2012 1:31 PM
14	None Yet	Jan 31, 2012 11:48 AM
15	N/A at this time	Jan 27, 2012 11:06 PM
16	I drive I do not need assistance right now.	Jan 24, 2012 4:28 PM
17	Don't need help now	Jan 23, 2012 10:55 AM
18	n/a	Jan 18, 2012 10:13 PM

Page 4, Q8. How much is a reasonable amount to pay for transportation service each way in Drayton Valley or Brazeau County? (Please only mark ONE (1) box for each column)

1	Depends on how far you go	Mar 7, 2012 11:10 AM
2	depends on distances traveled	Feb 7, 2012 11:16 AM
3	Not sure.	Feb 3, 2012 4:25 PM
4	No idea.	Feb 3, 2012 4:06 PM
5	I don't know.	Feb 3, 2012 3:18 PM
6	Low as possible I am a senior with disabilities.	Feb 3, 2012 2:01 PM
7	Not sure	Feb 3, 2012 1:49 PM
8	Have never used any	Feb 3, 2012 11:48 AM
9	Due to inability to walk long distances	Feb 1, 2012 2:13 PM
10	Not sure - have never used it as yet	Jan 31, 2012 11:48 PM
11	I've heard from some Seniors that cab cost is high in D. V. however, no personal experience	Jan 31, 2012 3:28 PM
12	Don't know	Jan 31, 2012 2:27 PM
13	Dpend on location	Jan 31, 2012 1:31 PM
14	If every person pays \$30.00	Jan 31, 2012 1:16 PM
15	According to Income	Jan 31, 2012 11:57 AM
16	Depends how far it is, this is a big country. You could go 2 miles or 40 miles	Jan 31, 2012 11:43 AM
17	stupid question ; when distance varies	Jan 27, 2012 11:09 PM
18	Cabs charge \$8 one way, Bus cheaper. Monthly passes/ Yearly passes for seniors/physically/mentally challenged	Jan 24, 2012 3:53 PM
19	Edmonton, Leduc, Wetaskiwin, Medical	Jan 23, 2012 10:56 AM
20	whatever it would take	Jan 18, 2012 2:19 PM

Page 5, Q11. What is a reasonable fee to pay for a roundtrip transportation service to a major centre?

1	Plus a time fee (per hour)	Mar 7, 2012 11:11 AM
2	Bussed to cost \$29 one way to edmonton	Mar 7, 2012 11:06 AM
3	Plus user should pay for meals for themselves, the driver and caregiver, parking meter fees, and 1 or 2 stops for washroom breaks.	Mar 7, 2012 10:49 AM
4	For seniors	Mar 7, 2012 10:34 AM
5	This makes it affordable for many more people to visit Drayton Valley etc.	Mar 7, 2012 10:31 AM
6	Should be based on income	Feb 8, 2012 3:27 PM
7	Depend on their income	Feb 7, 2012 2:34 PM
8	limited income/can't afford a lot	Feb 7, 2012 11:05 AM
9	and gas.	Feb 3, 2012 4:29 PM
10	\$75 - Group and \$150 - Single	Feb 3, 2012 4:03 PM
11	Is more than enough.	Feb 3, 2012 3:11 PM
12	depends on mileage of gas	Feb 3, 2012 2:36 PM
13	Not sure	Feb 3, 2012 2:01 PM
14	Depends who pays for parking	Feb 3, 2012 1:21 PM
15	Never used any	Feb 3, 2012 11:48 AM
16	I do not know	Feb 3, 2012 11:25 AM
17	dependent on income?	Feb 3, 2012 10:34 AM
18	Depending on Income	Feb 2, 2012 3:30 PM
19	Depend on a number of people	Feb 1, 2012 12:03 AM
20	Not sure - have never used it as yet	Jan 31, 2012 11:49 PM
21	\$25 - Group Rate, \$75 - Individual Rate, and Users should pay the full cost of the services, if it divided by the number of participants	Jan 31, 2012 3:58 PM
22	even \$25 is too much to pay for a person on government pension	Jan 31, 2012 3:17 PM
23	Depending on how many people go on the same trip	Jan 31, 2012 2:20 PM
24	Depends! Some can't afford much - if any	Jan 31, 2012 1:33 PM
25	Again depending on # of passengers	Jan 31, 2012 1:18 PM
26	If more than 1 person on a bus - costs less	Jan 31, 2012 11:44 AM

Page 5, Q11. What is a reasonable fee to pay for a roundtrip transportation service to a major centre?

27	what does the " user" option got to do with this ? you're not at that question yet.	Jan 27, 2012 11:12 PM
28	40.00	Jan 24, 2012 4:17 PM
29	What do people pay now? Cab? What is the cost of Greyhound? With hotels on board. Some may have to stay overnight.	Jan 24, 2012 3:55 PM
30	Same as bus fare?	Jan 23, 2012 10:51 AM
31	Not Sure	Jan 23, 2012 10:28 AM
32	Depending on gas costs and how many people are taking the trip	Jan 22, 2012 6:56 PM
33	too many variables. seniors and disabled should be subsidized.	Jan 20, 2012 12:55 PM
34	Depends on the gas prices at the time.	Jan 18, 2012 5:58 PM
35	\$40	Jan 10, 2012 9:52 AM
36	100.00	Jan 9, 2012 10:28 PM

Page 5, Q12. How do you currently make trips into major centres?		
1	If I can find someone affordable	Mar 7, 2012 11:06 AM
2	Family or friend drives you, An organization or volunteer group drives you and You hire a private individual or company (example cab service) to drive you	Feb 7, 2012 2:41 PM
3	Or family or friend drives me.	Feb 3, 2012 4:18 PM
4	Or a family or friend drives me.	Feb 3, 2012 4:03 PM
5	If I can drive to the place I drive myself, if not a family member or friend drives me.	Feb 3, 2012 3:33 PM
6	Staff go with me by van.	Feb 3, 2012 2:36 PM
7	Do not normally drive to the city.	Feb 3, 2012 2:31 PM
8	Or a family or friend drives me.	Feb 3, 2012 2:26 PM
9	Or a family or friend drives me.	Feb 3, 2012 2:16 PM
10	and Family or friend drives you	Feb 3, 2012 11:43 AM
11	What a waste of paper and times	Feb 3, 2012 10:48 AM
12	and Family or friend drives you	Feb 2, 2012 2:55 PM
13	usually have to cancel the appointment	Feb 2, 2012 11:26 AM
14	Prefer not to drive at night	Feb 1, 2012 12:03 AM
15	and Family or friend drives you	Jan 31, 2012 3:53 PM
16	and Family or friend drives you	Jan 31, 2012 2:51 PM
17	and Family or friend drives you	Jan 31, 2012 2:47 PM
18	Whoever I or we can get if and when needed	Jan 31, 2012 1:33 PM
19	your survey will not check any answers I click on	Jan 11, 2012 10:28 AM

Page 5, Q14. In addition to medical appointments what other services do you travel to a major centre to access?(Please choose the top 3 reason you travel to a major centre.

1	Mostly medical reasons. Right now - service level is non existent. Drayton Valley already have taxi cabs and medibusses to assist those having physical problems. What us in the outlying areas of Brazeau as looking for is a replacement for Greyhound transit that is no longer running. We have nothing in Breton to connect us with other communities or City of Edmonton we now have neither a medibus or taxis that are available or accessible for our transportation needs. Especially those that are on limited or low income.	Mar 7, 2012 11:06 AM
2	But my spouses and I do not travel to a major centre. We and our children do not drive or have a vehicle.	Mar 7, 2012 10:49 AM
3	I do not	Feb 7, 2012 10:53 AM
4	With beehive group to edmonton.	Feb 3, 2012 2:36 PM
5	Business	Feb 3, 2012 1:30 PM
6	medical appointments	Feb 2, 2012 2:41 PM
7	I don't leave town because I can't	Feb 2, 2012 11:26 AM
8	Casino	Feb 1, 2012 2:14 PM
9	Banking - Accountant. Now get by fine but things could change.	Feb 1, 2012 12:03 AM
10	I drive other people to appointments, often	Jan 31, 2012 3:05 PM
11	Doctor Appointments	Jan 31, 2012 1:59 PM
12	agricultural events-only 2 are presently offered in Drayton , althouth MY tax dollars paid for a centre that is bacsically catering to ONE sport - NOT agriculture related I but the complex was built with Agriculture grant money on Agriculture designated and DONATED land I	Jan 27, 2012 11:12 PM
13	Third Choice: work related trips (conventions, seminars, workshops)	Jan 20, 2012 12:55 PM
14	Clothes especially as there is no options in this community	Jan 17, 2012 11:16 AM

Page 6, Q15. How important would each of the following characteristics be in your decision to use a transportation service (such as a cab or bus)?

1	Availability	Mar 7, 2012 11:08 AM
2	Never Use	Feb 7, 2012 10:53 AM
3	go out to visit friends.	Feb 3, 2012 2:37 PM
4	At Present, Drive myself & wife	Feb 3, 2012 10:45 AM
5	I don't need it yet, but I'm getting older	Jan 31, 2012 1:22 PM
6	Retired & still driving myself	Jan 31, 2012 1:19 PM
7	Weather would be an important consideration	Jan 24, 2012 4:22 PM
8	I have considered the "wheelchair accessible" option to be the equivalent to "stroller accessible" which is an important consideration for me as we have 3 small children.	Jan 18, 2012 10:15 AM

Page 6, Q17. Do you think there is community support for a specialized transportation service?

1	We all seem to be very independent	Mar 7, 2012 11:11 AM
2	Ageing population	Mar 7, 2012 11:08 AM
3	25% may be disabled / 75% may new undisable	Mar 7, 2012 10:52 AM
4	Or we would have one	Mar 7, 2012 10:38 AM
5	I think it is extremely important for seniors	Mar 7, 2012 10:35 AM
6	Baby boom are now old age boomer	Mar 7, 2012 10:32 AM
7	There is more older people that can use it.	Mar 7, 2012 10:09 AM
8	Because there is no bus service anymore	Mar 7, 2012 10:06 AM
9	It is important to see the world	Mar 7, 2012 10:04 AM
10	Seniors and handicapped service	Mar 7, 2012 10:00 AM
11	there is a need but I don't know yet if there is a community support	Feb 7, 2012 11:17 AM
12	many people do not drive	Feb 7, 2012 11:15 AM
13	not sure, but there's a need for transportation for many	Feb 7, 2012 11:06 AM
14	Need for Wheelchair Lift	Feb 7, 2012 11:00 AM
15	most people have own but a lot do not or need a driver	Feb 7, 2012 10:39 AM
16	Due to seniors and handicap	Feb 3, 2012 4:04 PM
17	I support because of my age. As others do, I'm sure, for similar reasons.	Feb 3, 2012 3:30 PM
18	We have a lot of people who don't drive.	Feb 3, 2012 3:26 PM
19	must go with staff.	Feb 3, 2012 2:37 PM
20	There's no proper transport of seniors, handicap, special needs.	Feb 3, 2012 2:32 PM
21	Large senior/handicap population	Feb 3, 2012 2:22 PM
22	All my friends at the Beehive sure would like it. It is important to us.	Feb 3, 2012 2:03 PM
23	Not for wheelchair bound people	Feb 3, 2012 1:44 PM
24	There are a number of elderly people who would like to visit or travel more.	Feb 3, 2012 12:02 PM
25	For Special Need's People	Feb 3, 2012 11:58 AM
26	Somewhat	Feb 3, 2012 11:29 AM
27	Elderly and special needs people need access to transportation	Feb 3, 2012 10:49 AM

Page 6, Q17. Do you think there is community support for a specialized transportation service?

28	Many residents are elderly and without transportation	Feb 3, 2012 10:35 AM
29	Many seniors need these sevice, or they just don't go anywhere	Feb 3, 2012 10:28 AM
30	Not Sure	Feb 3, 2012 10:25 AM
31	Limited wheelchair accessible van services	Feb 3, 2012 8:41 AM
32	People under 40	Feb 2, 2012 3:23 PM
33	People just don't use it.	Feb 2, 2012 3:16 PM
34	others who need the service	Feb 2, 2012 2:42 PM
35	Not sure	Feb 1, 2012 12:04 AM
36	Don't know	Jan 31, 2012 4:03 PM
37	We have many Seniors here	Jan 31, 2012 3:54 PM
38	Don't know enough about it	Jan 31, 2012 3:33 PM
39	I thought we had cabs now - bus for Lodge, Wishing Well and Leizure Lea Apartments sound good for them that don't drive.	Jan 31, 2012 3:29 PM
40	People without a vehicle can not get around	Jan 31, 2012 3:23 PM
41	For Seniors	Jan 31, 2012 3:10 PM
42	Probably for seniors	Jan 31, 2012 3:07 PM
43	Because I see lots of sores driving around on scooters	Jan 31, 2012 2:58 PM
44	For people living in Drayton Valley @ a affordable price not like cab ride changes, to a person on a fixed income.	Jan 31, 2012 2:53 PM
45	Senior population increasing	Jan 31, 2012 2:48 PM
46	We heard many Seniors talk of how they would get out a lot more if they had transportation to go.	Jan 31, 2012 2:23 PM
47	Lots of people can't drive for health reasons, or they are elderly, or have no license, ect.. Lots of Reasons	Jan 31, 2012 1:34 PM
48	Have Handicapped Van	Jan 31, 2012 1:19 PM
49	So many people would use a Bus, it would be a great contribution to our town.	Jan 30, 2012 12:59 PM
50	All community members would like to see more transportation for family members	Jan 29, 2012 12:11 PM
51	It's MINIMAL and privately/volunteer funded,pathetic when I see what this town rakes in on cheap " land deals" and increased lucrative tax annexation !	Jan 27, 2012 11:16 PM

Page 6, Q17. Do you think there is community support for a specialized transportation service?

52	We have an average age of population that is too young	Jan 26, 2012 3:54 PM
53	never heard support expressed	Jan 25, 2012 11:51 AM
54	I don't know.	Jan 24, 2012 4:30 PM
55	Buses to special events	Jan 24, 2012 4:09 PM
56	I don't know.	Jan 24, 2012 4:04 PM
57	From who? The people using and/or businesses?	Jan 24, 2012 3:57 PM
58	Who would fund it?	Jan 23, 2012 10:52 AM
59	Not Sure	Jan 23, 2012 10:48 AM
60	our population is aging	Jan 23, 2012 10:15 AM
61	For the seniors, yes... but the rest of people should be able to walk. Were trying to be a more energy efficient and healthy town. Then we should be promoting walking and biking in the community. Building more paths and make sure that new sub-divisions are walker friendly. All streets should have sidewalks on both sides.	Jan 22, 2012 7:05 PM
62	not sure of the question.	Jan 20, 2012 12:58 PM
63	Definite need for seniors and students and young adults	Jan 20, 2012 7:15 AM
64	i do not know	Jan 18, 2012 9:39 PM
65	I think the community realizes the need but has not yet had the opportunity to impliment a program	Jan 18, 2012 4:27 PM
66	mother-in-law in a wheelchair and cannot walk = no service	Jan 18, 2012 2:22 PM
67	mostly seniors	Jan 17, 2012 2:55 PM
68	Very Much so many individuals needing this service	Jan 12, 2012 3:14 PM
69	i do not need it so I do not know	Jan 11, 2012 1:46 PM
70	I feel few people would use a tansportation service because there are too many vehicles in town. Most homees have two.	Jan 9, 2012 9:16 PM
71	Brazeau County is a RURAL county, individuals who choose to live in a rural county usually have their own means of transportation. There was a bus that serviced the needs of the Seniors in the Seniors Lodge and it has been sold. Any bus service should be the responsibility of the urban center and service the needs of the urban population and be set up as a user pay non profit entity	Jan 9, 2012 1:51 PM

Page 6, Q19. Would you support an increase in property taxes to help pay for a coordinated specialized transportation in Drayton Valley / Brazeau County?

1	Municipalities already get funding for this type of venture if they choose not to use it an extra charge is highly unethical	Mar 7, 2012 11:08 AM
2	Property tax increase and mobile home tax increase for users of the specialised transportation in the years they use the service if the user only used it once in that year.	Mar 7, 2012 10:52 AM
3	Cut MLA wages	Mar 7, 2012 10:41 AM
4	User pay	Mar 7, 2012 10:38 AM
5	Yes if it would help seniors to get to larger centres for specialist in the medical areas	Mar 7, 2012 10:35 AM
6	Unless limites to a ver few medically and financially needy people	Mar 7, 2012 10:28 AM
7	What are the people going to change for?	Mar 7, 2012 10:04 AM
8	If it is minimal	Feb 7, 2012 11:15 AM
9	can't afford higher taxes	Feb 7, 2012 11:06 AM
10	Fixed income - Seniors should not have a tax increase	Feb 3, 2012 4:04 PM
11	They are already high enough.	Feb 3, 2012 3:12 PM
12	There are other ways.	Feb 3, 2012 2:32 PM
13	I may one day need more services.	Feb 3, 2012 1:44 PM
14	A reasonable increase	Feb 3, 2012 1:31 PM
15	Not sure	Feb 3, 2012 1:27 PM
16	Taxes are high enough as it is	Feb 3, 2012 1:22 PM
17	at a set rate of not more than \$100/yr	Feb 3, 2012 1:17 PM
18	Countyof Parkland resident	Feb 3, 2012 12:02 PM
19	Taxes are high enough now.	Feb 3, 2012 11:58 AM
20	First I would want to know the type of coverage & cost	Feb 3, 2012 10:45 AM
21	Increased services means increased taxes so it'scfine	Feb 3, 2012 8:41 AM
22	Cut the waste in the Town and County to fund it	Feb 2, 2012 3:40 PM
23	small % over longer period.	Feb 2, 2012 2:42 PM
24	Our taxes are VERY high already and for what?!	Feb 1, 2012 4:21 PM
25	We pay enough taxes	Feb 1, 2012 2:01 PM

Page 6, Q19. Would you support an increase in property taxes to help pay for a coordinated specialized transportation in Drayton Valley / Brazeau County?

26	Service fairly available now	Feb 1, 2012 12:04 AM
27	User fee plus local municipality	Jan 31, 2012 4:03 PM
28	As long as increase is reasonable	Jan 31, 2012 3:54 PM
29	Depends on the amount	Jan 31, 2012 3:07 PM
30	My taxes are so high now! \$1,730.39	Jan 31, 2012 2:23 PM
31	If I can	Jan 31, 2012 1:34 PM
32	Seniors usually need it	Jan 31, 2012 1:19 PM
33	If you have to pay a "little" more to have buses in the communtiy, I think it would pay off in the long run	Jan 29, 2012 12:11 PM
34	See explanation to # 17 above.	Jan 27, 2012 11:16 PM
35	I do not believe it would be used enough. Every school in town already has transportation and they sit more often than they are used.	Jan 26, 2012 3:54 PM
36	Taxes are all ready too high for the leval of service.	Jan 25, 2012 11:51 AM
37	People and government should be responsible for travel.	Jan 24, 2012 4:30 PM
38	Check for grants & lotteries (how great is the need?)	Jan 23, 2012 10:52 AM
39	I am a senior on a fixed income	Jan 23, 2012 10:25 AM
40	"small" increase - whatever it takes to make our community better	Jan 23, 2012 10:15 AM
41	If it helps the community on a whole, yes. Long as people are using it, and if not that the town does end the project. It is a kind of project that will be expensive to start, but hopefully worth while in the end. I think that everyone should have the right to get from A to B and some need help to do that.	Jan 22, 2012 7:05 PM
42	to a very small degree, as not everyone who would pay the tax would use the service.	Jan 20, 2012 12:58 PM
43	only for medical or emergancy use	Jan 18, 2012 9:39 PM
44	I think we already pay enough taxes to support this service! I really feel the handi-cap residents need a service for them that is affordable!	Jan 18, 2012 6:02 PM
45	I guess, if that is what it would take	Jan 18, 2012 2:22 PM
46	Although nobody wants to see their taxes increase, I think it's only reasonable to expect that if we want the service, that we need to be prepared to pay for it somehow. Adding a service like this to the community will make our town/area more attractive and as such, I would support it with a reasonable increase in property taxes.	Jan 18, 2012 10:15 AM

Page 6, Q19. Would you support an increase in property taxes to help pay for a coordinated specialized transportation in Drayton Valley / Brazeau County?

47	make area more livable for all/access to medical service	Jan 17, 2012 2:55 PM
48	If it was reasonable.	Jan 16, 2012 9:44 PM
49	I might get old someday, so I'd help out.	Jan 10, 2012 10:13 AM
50	A nominal amount. Fares should cover the majority of the cost.	Jan 10, 2012 9:54 AM
51	Some one has to pay for this service. Nothing in life is free.	Jan 9, 2012 9:16 PM

Page 7, Q20. Where is your primary residence?

1	4313 Twensp Road	Mar 7, 2012 11:00 AM
2	Lodgepole	Mar 7, 2012 10:20 AM
3	Lodepole	Mar 7, 2012 10:10 AM
4	and Brazeau County	Feb 7, 2012 2:36 PM
5	County of Parkland	Feb 3, 2012 12:02 PM
6	Parkland County	Feb 1, 2012 4:31 PM
7	Farm	Feb 1, 2012 12:05 AM

Page 7, Q25. What is your PRIMARY means of transportation? What would your SECONDARY means of transportation be?

1	Do not have one	Mar 7, 2012 11:12 AM
2	Have to hire for longer trips to Drayton Valley or for Edmonton	Mar 7, 2012 11:09 AM
3	But taxi is not often available and have long waiting times from 1/2 hr to 1 hr. also use a scooter.	Mar 7, 2012 10:56 AM
4	No bus service 17km walk to town	Mar 7, 2012 10:39 AM
5	I walk most of the time, but drive if I have a distance to go	Feb 7, 2012 11:07 AM
6	live on an acreage	Feb 7, 2012 10:40 AM
7	Husband is my driver for now.	Feb 3, 2012 4:05 PM
8	Scooter in summer.	Feb 3, 2012 2:28 PM
9	I currently drive, however in the future that will not happen	Feb 3, 2012 10:36 AM
10	bicycle	Feb 2, 2012 2:42 PM
11	Prefer my own (vehicle) if possible	Feb 1, 2012 12:05 AM
12	Biking	Jan 31, 2012 3:59 PM
13	We need bus service	Jan 31, 2012 2:00 PM
14	We NEED more TAXI SERVICE to cut down on people "drinking and driving" !!!	Jan 18, 2012 6:05 PM

Page 7, Q26. If you don't drive a vehicle, why not? (Please check all that apply.)

1	I need assistance when using a wheelchair up and down my scooter ramp. If I park in handicap stall I need assistance to take my wheelchair out and assistance to push my wheelchair over ice and snow and over stones.	Mar 7, 2012 10:56 AM
2	Have my own vehicle	Mar 7, 2012 10:07 AM
3	fall asleep at wheel unless have a talkative passenger	Feb 7, 2012 10:40 AM
4	Afraid to drive in the city.	Feb 3, 2012 4:27 PM
5	Drive my own vehicle	Feb 3, 2012 3:20 PM
6	make plans to get motorcycle license in future.	Feb 3, 2012 2:39 PM
7	N/A	Feb 3, 2012 12:02 PM
8	I still drive, but not to the city	Feb 3, 2012 11:30 AM
9	NONE	Feb 2, 2012 3:37 PM
10	I drive	Jan 31, 2012 3:11 PM
11	I drive	Jan 31, 2012 3:07 PM
12	I drive	Jan 31, 2012 2:00 PM
13	I still drive	Jan 31, 2012 1:22 PM
14	My husband drives, but work schedule changes so never can tell what time he will be home	Jan 29, 2012 12:13 PM

Page 7, Q27. What would be the best system for providing specialized transportation for the Town of Drayton Valley and Brazeau County?

1	Bus systems are extremely expensive unless bus is loaded to almost capacity	Mar 7, 2012 10:30 AM
2	and Bus Loop [Bus loop]	Feb 9, 2012 3:53 PM
3	Subsidies for the use of local taxi services [Subsidy]	Feb 7, 2012 2:36 PM
4	Subsidies for the use of local taxi services [Subsidy]	Feb 7, 2012 11:09 AM
5	Or subsidies for the use of local taxis. [Subsidy]	Feb 3, 2012 2:39 PM
6	Must be wheelchair accessible and a person to assist.	Feb 3, 2012 2:28 PM
7	Or a Bus Loop [Bus loop]	Feb 3, 2012 2:04 PM
8	Or a Bus Loop [Bus loop]	Feb 3, 2012 1:59 PM
9	Either Bus Loop or Subsidies [Bus loop]	Feb 3, 2012 1:40 PM
10	and Subsidies for the use of local taxi services [Subsidy]	Feb 3, 2012 11:45 AM
11	None	Feb 3, 2012 11:30 AM
12	and Bus Loop: A service where individuals could be picked up and dropped off at designated stops twice a week. [Bus loop]	Feb 3, 2012 11:04 AM
13	Who or what would fund it.	Feb 3, 2012 10:46 AM
14	I'd love to go to Edmonton occasionally, but don't drive in Edmonton	Feb 3, 2012 10:36 AM
15	A bus loop that runs daily to major shopping and service areas similar to Banff [Bus loop]	Feb 3, 2012 8:47 AM
16	Daily Bus [Bus loop]	Feb 2, 2012 3:40 PM
17	Depend on Income	Feb 2, 2012 3:37 PM
18	Not sure	Feb 1, 2012 12:05 AM
19	No Comment	Jan 31, 2012 2:28 PM
20	Daily bus loop [Bus loop]	Jan 24, 2012 4:23 PM
21	Connect Shopping Town-Walmart	Jan 24, 2012 3:59 PM
22	Ask the people who use these systems. They are your best source of knowledge. (Edmonton/Calgary)	Jan 23, 2012 10:54 AM
23	local taxi services need to be regulated. some pretty shoddy units in use.	Jan 20, 2012 1:01 PM
24	We need more TAXI's in this town!!	Jan 18, 2012 6:05 PM
25	While I like the idea of a bus loop system within the town, that does not solve the problem of people needing transportation from rural areas into the town itself to	Jan 18, 2012 10:26 AM

Page 7, Q27. What would be the best system for providing specialized transportation for the Town of Drayton Valley and Brazeau County?



	access the loop. Perhaps a combination of dial-a-bus for rural residents to town, coupled with a loop system within town limits would be the solution here. It is already difficult at times to obtain a taxi at all and often with unreasonable wait times. Unless there is a plan in place to add a large number of new cabs, I don't see how this would be a feasible option for a transportation plan of this scale. [Bus loop]	
26	Why not a bus loop that operates all week, certain hours - let's not forget about the youth in our community to get around and to school (other than on school buses) [Bus loop]	Jan 9, 2012 4:06 PM
27	There is not enough need for a specialized bus service, if the need is here it should be done by private industry not the governments	Jan 9, 2012 1:52 PM

Brazeau / Drayton - Youth Transportation Survey SurveyMonkey

1. Please tell us if you strongly agree, agree, disagree, strongly disagree, or not applicable to the following statements.

	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	Response Count
I have no trouble getting around Drayton Valley.	30.2% (51)	45.6% (77)	17.2% (29)	4.1% (7)	3.0% (5)	169
I have no trouble getting around Brazeau County.	20.2% (34)	31.5% (53)	27.4% (46)	9.5% (16)	11.3% (19)	168
I often have to ask for a ride to get to an event or activity.	29.7% (49)	37.6% (62)	20.6% (34)	9.1% (15)	3.0% (5)	165
I often have to ask for a ride to get to work.	20.9% (34)	21.5% (35)	21.5% (35)	11.0% (18)	25.2% (41)	163
My parents complain about having to drive me to things.	24.0% (40)	25.7% (43)	29.9% (50)	12.6% (21)	7.8% (13)	167
I would use a transit system.	25.0% (42)	31.5% (53)	17.3% (29)	14.9% (25)	11.3% (19)	168
I often take a Taxi.	4.8% (8)	12.7% (21)	29.1% (48)	41.8% (69)	11.5% (19)	165
I often walk to get to where I have to go.	22.8% (38)	28.7% (48)	26.9% (45)	16.2% (27)	5.4% (9)	167
My friends have trouble finding rides to get to places.	22.6% (38)	29.8% (50)	31.5% (53)	11.3% (19)	4.8% (8)	168
answered question						170
skipped question						3

2. Are you employed?

		Response Percent	Response Count
Yes		47.3%	80
No		52.7%	89
answered question			169
skipped question			4



3. Only answer this question if you are employed[Q2]. Please state if you Strongly Agree, Agree, Disagree, Strongly Disagree, or Not Applicable.

	Strongly Agree	Agree	Disagree	Strongly Disagree	Not Applicable	Response Count
I often work late evenings and find it difficult to get home.	0.0% (0)	25.5% (14)	12.7% (7)	0.0% (0)	61.8% (34)	55
My employer offers me transportation to and from work.	0.0% (0)	20.0% (11)	12.7% (7)	0.0% (0)	67.3% (37)	55
My employer does not care how I get to work as long as I am there on time.	1.8% (1)	52.7% (29)	3.6% (2)	0.0% (0)	41.8% (23)	55
My parents support me in getting to and from work.	0.0% (0)	69.1% (38)	1.8% (1)	0.0% (0)	29.1% (16)	55
I drive to work.	0.0% (0)	30.9% (17)	14.5% (8)	0.0% (0)	54.5% (30)	55
answered question						55
skipped question						118







4. Of the options below which are the three you use most often?

	Most Used	Second Most Used	Third Most Used	Rating Average	Response Count
Walking	38.3% (46)	32.5% (39)	29.2% (35)	2.09	120
Ride from a parent or family member	59.3% (80)	31.1% (42)	9.6% (13)	2.50	135
Ride from a friend	6.1% (5)	42.7% (35)	51.2% (42)	1.55	82
Biking or skateboarding	4.5% (1)	31.8% (7)	63.6% (14)	1.41	22
Driving my own vehicle	57.9% (22)	10.5% (4)	31.6% (12)	2.26	38
Taxi	7.1% (1)	50.0% (7)	42.9% (6)	1.64	14
School offered transportation	24.3% (9)	32.4% (12)	43.2% (16)	1.81	37
Other (please specify)					58
answered question					165
skipped question					8

5. Are you ever afraid for your safety when trying to find a ride home?

		Response Percent	Response Count
Yes		21.6%	35
No		78.4%	127
answered question			162
skipped question			11





6. What times of the day are you MOST likely to use a transportation system?

		Response Percent	Response Count
6 AM to 9 AM		33.3%	44
9 AM to 12 PM (Noon)		11.4%	15
12 Noon to 4 PM		28.0%	37
4 PM to 7 PM		34.1%	45
7 PM to 10 PM		22.0%	29
10 PM to 6 AM		21.2%	28
answered question			132
skipped question			41




7. Is transportation a barrier for you in:

	Yes	No	Response Count
Finding / holding a job	31.5% (46)	68.5% (100)	146
Participating in after school programs	39.6% (59)	60.4% (90)	149
Participating in evening youth groups	35.1% (52)	64.9% (96)	148
Visiting friends or family	41.9% (62)	58.1% (86)	148
Participating in recreation and leisure activities	35.4% (52)	64.6% (95)	147
answered question			155
skipped question			18

8. Which category below includes your age?

		Response Percent	Response Count
under 10		0.0%	0
10 to 12		5.8%	9
13 to 15		49.4%	76
16 to 18		40.9%	63
19 to 21		3.9%	6
answered question			154
skipped question			19

9. Where do you live?

		Response Percent	Response Count
Drayton Valley		65.5%	93
Brazeau County (Rocky Rapids, Cynthia, Lodgepole etc)		30.3%	43
Village of Breton		4.2%	6
Other (please specify)			19
answered question			142
skipped question			31

10. Do you own a vehicle?			
		Response Percent	Response Count
Yes	<div></div>	28.6%	44
No	<div></div>	71.4%	110
answered question			154
skipped question			19

Page 4, Q4. Of the options below which are the three you use most often?

1	School offered transportation (Most Used) and Biking or skateboarding, Driving my own vehicle & Taxi (are all 3rd Most Used)	Feb 10, 2012 3:56 PM
2	Ride from a friend (Most Used), Biking or skateboarding (2nd Most Used) and Taxi and School offered transportation (are both also 3rd Most Used)	Feb 10, 2012 3:53 PM
3	Biking or skateboarding, Driving my own vehicle, Taxi & School offered transportation (are all also 3rd Most Used)	Feb 10, 2012 3:51 PM
4	Ride from a parent or family member (Most Used) and Biking or skateboarding, Driving my own vehicle, Taxi & School offered transportation (are all also 2nd Most Used)	Feb 10, 2012 3:46 PM
5	Biking or skateboarding, Driving my own vehicle, Taxi & School offered transportation (are all also 3rd Most Used)	Feb 10, 2012 3:43 PM
6	Ride from a friend (Most Used)	Feb 10, 2012 3:41 PM
7	Ride from a friend, Taxi & School offered transportation (are all 2nd Most Used) and Driving my own vehicle (3rd Most Used)	Feb 10, 2012 3:39 PM
8	Ride from a friend (Most Used)	Feb 10, 2012 3:38 PM
9	School offered transportation (2nd Most Used), Biking or skateboarding, Driving my own vehicle & Taxi (are all also 3rd Most Used)	Feb 10, 2012 3:37 PM
10	Ride from a friend, Biking or skateboarding, Driving my vehicle & Taxi (are all also 3rd Most Used)	Feb 10, 2012 3:35 PM
11	Ride from a parent or family member & Drive my own vehicle (are both also 2nd Most Used) and Biking or skateboarding & Taxi (are both also 3rd Most Used)	Feb 10, 2012 3:33 PM
12	Ride from a friend & Taxi (are both also 2nd Most Used) and Driving my own vehicle & School offered transportation (are both also 3rd Most Used)	Feb 10, 2012 2:27 PM
13	Biking or skateboarding, Driving my own vehicle, Taxi & School offered transportation (are all also 3rd Most Used)	Feb 10, 2012 2:08 PM
14	I love walking, everything is 3rd Most Used	Feb 10, 2012 2:07 PM
15	School offered transportation (Most Used), Ride from a friend, Biking or skateboarding, Driving my own vehicle & Taxi (are all also 3rd Most Used)	Feb 10, 2012 2:05 PM
16	Ride from a parent or family member, Biking or skateboarding, School offered transportation (all are also Most Used)	Feb 10, 2012 2:03 PM
17	teleportation	Feb 10, 2012 1:50 PM
18	School offered transportation (Most Used)	Feb 10, 2012 11:59 AM
19	Ride from a parent or family member, Ride from a friend, Taxi & School offered transportation (are all also Most Used)	Feb 10, 2012 11:55 AM
20	Driving my own vehicle (2nd Most Used) and Biking or skateboarding, Taxi &	Feb 10, 2012 11:50 AM

Page 4, Q4. Of the options below which are the three you use most often?

	School offered transportation (all are also 3rd Most Used)	
21	Drive myself	Feb 10, 2012 11:33 AM
22	Ride from a friend & Taxi (are both also 2nd Most Used) and Biking or skateboarding & School offered transportation (are both also 3rd Most Used)	Feb 10, 2012 11:32 AM
23	School offered transportation (Most Used), Ride from a friend (2nd Most Used) and Biking or skateboarding & Taxi (are both also 3rd Most Used)	Feb 10, 2012 11:30 AM
24	Ride from a friend & School offered transportation (both are also 2nd Most Used), Biking or skateboarding & Taxi (both are also 3rd Most Used)	Feb 10, 2012 11:27 AM
25	Ride from a friend (Most Used), School offered transportation (2nd Most Used) and Biking or skateboarding, Taxi (both are 3rd Most Used)	Feb 10, 2012 11:22 AM
26	Ride from a friend, Taxi (both also Most Used)	Feb 10, 2012 11:18 AM
27	School offered transportation (Most Used), Ride from a friend & Taxi (2nd Most Used) and Driving my own vehicle (3rd Most Used)	Feb 10, 2012 11:12 AM
28	Biking or skateboarding, Driving my own vehicle, Taxi & School offered Transportation (are all also 3rd Most Used)	Feb 10, 2012 11:10 AM
29	Ride from a parent or family member & Ride from a friend (both also Most Used)	Feb 10, 2012 11:08 AM
30	Drive	Feb 10, 2012 11:07 AM
31	Driving my own vehicle (Most Used), Taxi & School offered transportation (2nd Most Used) and Biking or skateboarding & Taxi (3rd Most Used)	Feb 10, 2012 11:06 AM
32	Walking, Ride from a parent or family member, Ride from a friend & Driving my own vehicle (are all also 2nd Most Used)	Feb 10, 2012 11:02 AM
33	Taxi (2nd Most Used), Biking or skateboarding, Driving my own vehicle & School offered transportation (all are 3rd Most Used)	Feb 10, 2012 11:00 AM
34	Biking or skateboarding, Driving my own vehicle (both Most Used)	Feb 10, 2012 10:51 AM
35	Biking or skateboarding, Driving my own vehicle, Taxi, School offered transportation (all are also 3rd Most Used)	Feb 10, 2012 10:43 AM
36	Ride from parent or family member & Biking or skateboarding (Most Used), School offered transportation (2nd Most Used) and Driving my own vehicle (3rd Most Used)	Feb 10, 2012 10:36 AM
37	Ride from a parent or family member (Most Used), Taxi (2nd Most Used)	Feb 10, 2012 10:34 AM
38	Biking or skateboarding (Most Used), School offered transportation (2nd Most Used) and Driving my own vehicle & Taxi (both also 3rd Most Used)	Feb 9, 2012 4:14 PM
39	walking to school	Feb 9, 2012 4:07 PM
40	Taxi (3rd Most Used)	Feb 9, 2012 4:04 PM

Page 4, Q4. Of the options below which are the three you use most often?

41	Ride from a friend and School offered transportation (are both Most Used), Biking or skateboarding (2nd Most Used) & Taxi (3rd Most Used)	Feb 9, 2012 4:02 PM
42	Biking or skateboarding (2nd Most Used)	Feb 9, 2012 4:00 PM
43	School offered transportation (Most Used)	Feb 9, 2012 3:48 PM
44	Biking or skateboarding, Driving my own vehicle, Taxi & School offered transportation (are all also 3rd Most Used)	Feb 9, 2012 3:47 PM
45	School offered transportation (Most Used)	Feb 9, 2012 3:42 PM
46	School offered transportation (Most Used), Biking or skateboarding, Driving my own vehicle and Taxi (are all also 3rd Most Used)	Feb 9, 2012 3:00 PM
47	Ride from a parent or family member & Ride from a friend (both also Most Used)	Feb 9, 2012 2:57 PM
48	School offered transportation (Most Used, Ride from a friend (2nd Most Used), Driving my own vehicle & Taxi (also 3rd Most Used)	Feb 9, 2012 2:54 PM
49	Ride with a friend, Biking or skateboarding & School offered transportation (are all also 2nd Most Used), Taxi is also 3rd Most Used	Feb 9, 2012 2:50 PM
50	Biking or Skateboarding, Driving my own vehicle, Taxi & School offered transportation (are all also Third Most Used)	Feb 9, 2012 2:32 PM
51	Walking (also Most Used)	Feb 9, 2012 2:30 PM
52	School offered transportation (also Most Used), Walking & Taxi (also 2nd Most Used) & Biking and Skateboarding (also 3rd Most Used)	Feb 9, 2012 2:29 PM
53	Walking, Ride from a friend, Biking or skateboarding, Taxi & School offered transportation (also 3rd Most Used)	Feb 9, 2012 2:18 PM
54	Biking or skateboarding, Taxi & School offered transportation (also 3rd most used)	Feb 9, 2012 2:13 PM
55	Ride from a parent or family member (Most Used)	Feb 9, 2012 1:40 PM
56	Biking or Skateboarding (2nd also), Ride from a friend (3rd also), Taxi (3rd also) & School offered transportation (3rd also)	Feb 9, 2012 1:29 PM
57	horses	Jan 24, 2012 8:22 PM
58	Thw survey does not work	Jan 11, 2012 10:30 AM

Page 6, Q9. Where do you live?		
1	Tomahawk, Parkland County	Feb 10, 2012 3:55 PM
2	Narnia	Feb 10, 2012 3:43 PM
3	My home	Feb 10, 2012 1:51 PM
4	Easyford	Feb 10, 2012 11:53 AM
5	Buck Creek	Feb 10, 2012 10:51 AM
6	Not here	Feb 10, 2012 10:38 AM
7	Parkland	Feb 10, 2012 10:34 AM
8	Hoadley	Feb 9, 2012 4:15 PM
9	Birchwood/Cotton Wood	Feb 9, 2012 4:10 PM
10	Entwistle	Feb 9, 2012 4:07 PM
11	Hoadley	Feb 9, 2012 4:06 PM
12	Parkland County	Feb 9, 2012 4:05 PM
13	Entwistle	Feb 9, 2012 3:47 PM
14	Buck Creek	Feb 9, 2012 3:43 PM
15	Lindale	Feb 9, 2012 3:20 PM
16	Golf Course	Feb 9, 2012 3:17 PM
17	Ring Road	Feb 9, 2012 3:13 PM
18	Parkland	Feb 9, 2012 2:52 PM
19	Country style	Jan 24, 2012 5:31 PM

Dial-a-Bus 5 days a week 7.5 hours

Income	2013	2014	2015	
Fees	\$ 11,850	\$ 12,205	\$ 12,571	NTA
Municipal Grants	\$ 50,244	\$ 56,000	\$ 57,354	
Other Government Grants	\$ 2,500	\$ 2,500	\$ 2,500	
Sponsorships	\$ 6,500	\$ 7,500	\$ 7,500	
Local Community Grants	\$ 3,000	\$ 3,000	\$ 3,000	
Contracts	\$ -			
TOTAL	\$ 74,094	\$ 81,205	\$ 82,925	

Expenses				
Wages and Benefits	\$ 61,224	\$ 68,193	\$ 69,557	
Driver Wages	\$ 41,600	\$ 46,675	\$ 47,609	NT1
Driver Benefits	\$ 12,064	\$ 13,807	\$ 14,083	
Casual Driver	\$ 2,880	\$ 2,938	\$ 2,996	NT2
Administrative Wages / Benefits	\$ 4,680	\$ 4,774	\$ 4,869	NT3
Fuel	\$ 5,500	\$ 5,610	\$ 5,722	NT4
Repairs/Maintenance	\$ 1,500	\$ 1,530	\$ 1,750	NT5
Insurance	\$ 2,600	\$ 2,600	\$ 2,600	NT6
Lifecycle Replacement	\$ -	\$ -	\$ -	NT7
Advertising / Marketing	\$ 750	\$ 773	\$ 796	
Miscellaneous	\$ 2,500	\$ 2,500	\$ 2,500	NT8
TOTAL COSTS	\$ 74,074	\$ 81,205	\$ 82,925	

Cost Per Hour of Operation	\$ 40.31
Anticipated Revenue Per Hr (Fees)	\$ 20.00
Hourly Subsidy	\$ (20.31)
Annual KM	22575
Fuel Rate	\$ 1.06

- NTA Increase of 3% per yr
- NT1 Drivers Salary: \$20/hr, 8hr day, 52 weeks
- NT2 Casual Driver: \$18/hr for 160 hrs
- NT3 Admin: \$24/hr, 37.5 hr/wk, 10% of time
Estimated at 2.5 KM/trip, 4 trips/hr, 5
d/wk, for 52 wks. Down time of 15 days.
12 trips a year to Edmonton/Major Centre 5264.49
- NT4
- NT5 Regular mechanical review is required, but not much maintenance anticipated for 1st year.
- NT6 Insurance needs to be verified
- NT7 Decision on how to deal with lifecycle capital

Loop Bus System

Income	2013	2014	2015	
Fees	\$ 64,292	\$ 64,652	\$ 66,592	NTA
Municipal Grants	\$ 78,000	\$ 79,840	\$ 81,191	
Other Government Grants	\$ -	\$ -	\$ -	
Sponsorships	\$ 10,000	\$ 10,000	\$ 10,000	
Local Community Grants	\$ 2,500	\$ 2,500	\$ 2,500	
Contracts				
TOTAL	\$ 154,792	\$ 156,992	\$ 160,283	

Expenses				
Wages and Benefits	\$ 117,768	\$ 120,616	\$ 123,028	
Driver Wages	\$ 83,200	\$ 84,864	\$ 86,561	NT1
Driver Benefits	\$ 24,128	\$ 25,103	\$ 25,605	
Casual Driver	\$ 5,760	\$ 5,875	\$ 5,993	NT2
Administrative Wages / Benefits	\$ 4,680	\$ 4,774	\$ 4,869	NT3
Fuel	\$ 27,424	\$ 28,247	\$ 29,094	NT4
Repairs/Maintenance	\$ 3,000	\$ 1,530	\$ 1,561	NT5
Insurance	\$ 2,600	\$ 2,600	\$ 2,600	NT6
Lifecycle Replacement	\$ -	\$ -	\$ -	NT7
Advertising / Marketing	\$ 1,500	\$ 1,500	\$ 1,500	
Miscellaneous	\$ 2,500	\$ 2,500	\$ 2,500	NT8
TOTAL COSTS	\$ 154,792	\$ 156,992	\$ 160,283	

Cost Per Hour of Operation	\$ 42.12	\$ 42.72	\$ 43.61
Anticipated Revenue Per Hr (Fees)	\$ 21.00	\$ 21.63	\$ 22.28
Hourly Subsidy	\$ (21.12)	\$ (21.09)	\$ (21.34)
Annual KM	117600	117600	\$ 117,600.00
Fuel Rate	\$ 1.10	\$ 1.12	\$ 1.14

Increase of 3% per yr

NT1 Drivers Salary: \$20/hr, 8hr day x 2, 52 weeks

NT2 Casual Driver: \$18/hr for 320 hrs

NT3 Admin: \$24/hr, 37.5 hr/wk, 10% of time

NT4 Estimated 32KM per hr. Down time of 15 days. 27424.32

NT5 Regular mechanical review is required, but not much maintenance anticipated for 1st year.

NT6 Insurance needs to be verified

NT7 Decision on how to deal with lifecycle capital, may require backup vehicle to support service.

Taxi Subsidy					
Income	2013	2014	2015		
Municipal Grants					
Local Community Grants	\$ 1,500	\$ 1,500	\$ 1,500		
TOTAL	\$ 1,500	\$ 1,500	\$ 1,500		
Expenses					
Taxi Subsidy	\$ 28,800	\$ 28,800	\$ 30,384		
TOTAL COSTS	\$ 28,800	\$ 28,800	\$ 30,384		
Taxi Ticket (1200 seniors @ 20% Usage Limit of 5 per month)			\$ 57,600		
Number of Subsidized Rides			28800		
Subsidy Value of \$2/ride					

Transportation to Major Centres

Income	2013	2014	2015
Municipal Grants			
Local Community Grants	\$ 1,500	\$ 1,500	\$ 1,500
TOTAL	\$ 1,500	\$ 1,500	\$ 1,500
 Expenses			
Subdiy	\$ 14,400	\$ 14,400	\$ 14,832
 TOTAL COSTS	\$ 14,400	\$ 14,400	\$ 14,832
 Subsidy (1200 @ 3% Usage Max 4 /yr)			\$ 14,400
Number of Subsidized Rides (1200 @ 3% x 4)			144
Subsidy Value			\$ 100.00
Est. Cost Per Trip (Gas: \$35, Hr \$15 @ 5 hrs)			\$ 110.00
Est. Based on Government Rates (\$.52/km)			\$ 152.88

Appendix D - Community Findings

Community	Pop.	Cost of Program	Municipal Contribution	Fee	Scope of Service / Vehicle Type / Ridership
City of Wetaskiwin		~\$310K	\$13,100+ from County \$28K cash + annual deficit ~\$80K from City	\$6.00 one way trip \$0.42 / km + \$30/hr for driver \$15 for medical charter	<ul style="list-style-type: none"> Full-time dispatched from 8 AM to 5 PM Fleet of 7 vehicles of varying ages 300 members 5 Casual drivers
Town of Edson	8,365 (2009)			\$25 membership fee \$30 for 10 rides \$3 one way trip \$ 5 one way trip for none member \$1.25 / km	<ul style="list-style-type: none"> Operates from 8:30 AM to 4:00 PM Can accommodate up to 4 wheelchairs and 11 passengers Driver does dispatching Service included for seniors and persons with disabilities
Wildwood / Evansburg	277 / 534 - 879	Not sure	\$ 20K Yellowhead County	\$17 Every Thursday trip to Drayton Valley \$0.75/km plus \$16 / hr for driver	<ul style="list-style-type: none"> The service provides transportation for seniors and the general community. Essentially, anyone who is willing to pay can enjoy the service. Thursday and Wednesdays the vehicle is booked. Thursdays are specific trips into Drayton Valley and Wednesday are Grandparents Days. Rest of the week vehicle is available for rental.
Town of Devon	6534 (2009)		\$50K from the municipality		<ul style="list-style-type: none"> The town of Devon runs a Community Bus that is used heavily by the seniors in our community. The bus is operated by the municipality and we hire drivers to run the service. The municipality budgets money every year for the replacement of the bus which happens every 10 years. The bus brings in about \$9000 in user fees and costs the municipality around \$50,000 to operate every year. We used to get a grant from the province to help operate the bus but this was cancelled this year. It was around \$16,000 a year so this has been a huge loss for the service. The bus is a 20 passenger bus with a wheelchair lift and the capability to take 3 wheelchairs at a time. I have attached the bus brochure so you have a better idea of the type of service we operate.

Appendix D - Community Findings

City of Hinton	9,825 (2009)		The City funds a deficit of up to \$150K	Transit \$8.00 Day Pass \$70 monthly pass \$3.00 one-way cash fare \$30 punch card (12 rides) \$50 quarterly seniors pass Handibus \$3.00 one-way \$30 punch card (10 rides) \$70 punch card (30 rides) \$1.50 / KM for Community Rentals School contract	Transit <ul style="list-style-type: none">Full Transit system that operates from 8 AM to 8 PM Monday to Wednesday, 8 AM to 9 PM Thursday and Friday, 8 AM to 7 PM on Saturdays. No service on Sundays and holidays. Handibus <ul style="list-style-type: none">Monday to Friday from 7:30 AM to 5:00 PMProvide services to school systemCommunity rentals are available
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Information Items

9.0 Information Items

Pages 190-250

9.1	Brazeau Foundation Minutes – May 25, 2018, and June 22, 2018,	191-200
9.2	Sustainability Committee Meeting Notes – May 29, 2018	201-202
9.3	Economic Development Committee Meeting Notes – June 5, 2018, June 13, 2018, and July 3, 2018	203-212
9.4	STAR Catholic Board Highlights – June 2018	213
9.5	RCMP Stats – June 2018	214-223
9.6	Health Services Foundation – Annual Report 2017	224-250

MOTION:

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



Brazeau Foundation
Managing Housing Solutions

5208 -47 Avenue,
Drayton Valley, Alberta, T7A 1N7
Phone: (780) 542 2712 Fax: (780) 542 2765
E-mail: bsf@telusplanet.net

MEETING OF THE BOARD OF DIRECTORS
Shangri-La Lodge, Drayton Valley
May 25, 2018
10:00 am

ATTENDANCE:

Directors Present:

Eric Butz, Chairperson	Town of Drayton Valley
Janet Young, Vice-Chairperson	Village of Breton
Jeannette Vatter	Member at Large – Drayton Valley
Donna Gawalko	Member at Large – Brazeau County
Donna Wiltse	Brazeau County

Administration Present:

Stella Keller	Chief Administrative Officer
Laura Delesalle	Finance Manager

1.0 CALL TO ORDER

E. Butz called the meeting to order at 10:03 AM.

2.0 AGENDA

2.1 ADDITIONS TO THE AGENDA

2.2 APPROVAL OF AGENDA

Resolution #18-05-55: Moved by J Vatter to approve the agenda with addition.

Motion ...Carried Unanimously

3.0 APPROVAL OF MINUTES

3.1 MINUTES FROM THE APRIL 20, 2018 REGULAR BOARD MEETING

Resolution #18-05-56: Moved by J Young to approve the minutes of the April 20, 2018 Regular Board Meeting as presented.

Motion ...Carried Unanimously

3.2 BUSIINESS RISING OUT OF THE MINUTES

None at this time

A handwritten signature in black ink, appearing to be 'J. Young'.

Minutes of Regular Board Meeting
May 25, 2018
Page 2 of 5

4.0 FINANCIAL

4.1 FINANCIAL REPORTS - Foundation

4.1.1 Foundation Disbursements for April 2018

Resolution #18-05-57: Moved by J Young to accept the Payable Disbursements as information.

Motion ...Carried Unanimously

4.1.1.1 Visa Payable for April 2018

Resolution #18-05-58: Moved by J Vatter to accept the Visa Payable as information.

Motion ...Carried Unanimously

4.1.2 Foundation Balance Sheet as of April 30, 2018

Resolution #18-05-59: Moved by D Gawalko to accept the Foundation Balance Sheet as information.

Motion ...Carried Unanimously

4.1.3 Financial Statements to April 30, 2018

- 4.1.3.1 Central Services / Lode**
- 4.1.3.2 Provincial Housing Units**

Resolution #18-05-60: Moved by D Wiltse to accept the Financial Statements as information.

Motion ...Carried Unanimously

4.2 FINANCIAL REPORTS – Urban Housing

4.2.1 Urban Housing Disbursements for April 2018

4.2.2 Urban Housing Balance Sheet as of April 30, 2018

4.2.3 Urban Housing Financial Statements as of April 30, 2018

Resolution #18-05-61: Moved by J Vatter to accept the Urban Housing Financial Statements as information.

Motion ...Carried Unanimously

4.3 BOARD MEMBER EXPENSE

4.3.1 Board Member Expenses

Resolution #18-05-62: Moved by J Young to approve the Board Member Expenses of \$2,274.56 for April 2018



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Motion ...Carried Unanimously

5.0 OLD BUSINESS

5.1 HOME CARE- MEDICATION ASSISTANCE PROGRAM

6.0 NEW BUSINESS

6.1 2016 Apartment Vacancy and Rental Cost Survey

Resolution #18-05-63: Moved by D Gawalko to accept Apartment Vacancy & Rental Cost Survey as information.

Motion ...Carried Unanimously

Resolution #18-05-64: Moved by D Wiltze to move market rent to \$890.00

Motion ...Carried Unanimously

6.2 Level 4 Continuing Care

Representatives from Alberta Housing and the Ministry of Health presented a proposal to the Foundation to consider taking on level 4 residents. The Foundation is suffering vacancies and indicated they would consider submitting a letter of interest. However, when contacted AHS indicated they would not be accepting a letter of interest but they would provide a one week extension. After reviewing the RFP it was highly obvious the CAO would not be able to assemble all of the information required during that time period. Even the time period for asking questions had passed.

The CAO reviewed the RFP and most of its attachments. It was generally felt that the 'culture' of the current Lodge would change significantly depending on the clients accepted. Level 4 care includes those under 65 (over 18) and could go as far as palliative care. It would provide the Lodge with access to an LPN 24/7 and personal care aides.

As a Housing Provider offering palliative care services in a lodge setting like the Shangri-La Lodge would definitely hinder the quality of life of those 'well seniors' currently living at the Lodge. Seniors who have known each other for thirty years will visit a senior in palliative care but when they come 'home' they would like to 'forget' and enjoy music or play bingo etc. It's hard to forget if they are just down the hall, especially with known family members coming and going. It would affect our quality of life for the seniors that currently live at the Lodge.

However, it does appear that making this adjustment would serve the Foundation well financially.

The Lodge could accept some level 4 depending on their needs but the master agreement attached to the proposal does not indicate that the Lodge Operator



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would make those decisions. In fact it is understood that the Lodge would be the 'service provider' and AHS would be the 'operator'. The additional continuing care standards would also need to be adhered to... this would be over and above our current Standards Review.

Resolution #18-05-65: Moved by J Vatter that the Foundation submit a letter to Alberta Housing Department suggesting Housing prepare a proposal template that enables Lodges to define their need for Health Services rather than Alberta Health Services always putting out the proposals and basically taking over operations.

Motion ...Carried Unanimously

7.0 REPORTS

7.1 OPERATIONS REPORT

7.1.1 Operations Report

7.1.1.1 Urban Housing Update

Resolution #18-05-66: Moved by D Gawalko to accept Operations Report as information.

Motion ...Carried Unanimously

7.1.2 Vacancy Report

Resolution #18-05-67: Moved by J Vatter to accept Vacancy Report as information.

Motion ...Carried Unanimously

7.1.3 In-Private Session (Personnel/Legal)

Resolution #18-05-68: Moved by J Young to go in-private to discuss personnel matters at 11:22 PM.

Motion ...Carried Unanimously

Resolution #18-05-69: Moved by J Vatter to come out of in-private at 11:51 PM.

Motion ...Carried Unanimously

*Lunch: 12:01 PM
Resume: 12:45 PM*

7.2 POLICY REVIEW

7.3 BUSINESS PLAN- STRATEGIC PLANNING

8.0 Correspondence



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- 8.1 From: Alberta Seniors and Housing RE: Seniors Week (April 20, 2018)
- 8.2 From: Connie MacLean RE: Home Care (April 30, 2018)
- 8.3 To: Village of Breton, Brazeau County, Town of Drayton Valley,
Carlson Roberts Seely, MLA for Drayton Valley - Calmar RE: Board of
Directors Meeting Minutes (April 26, 2018)
- 8.4 From: Brazeau County RE: Development Permit Application (April 23,
2018)

Resolution #18-05-70: Moved by J Vatter to accept correspondence as
information.

Motion ...Carried Unanimously

9.0 FUTURE MEETING DATES

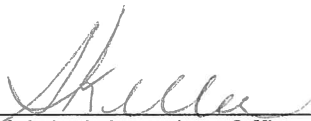
- 9.1 NEXT BSF REGULAR BOARD MEETING – Friday June 22, 2018 at the
Shangri-La Lodge @ 10:00am.

10.0 ADJOURNMENT

Resolution #18-05-71: Moved by E Butz to adjourn the meeting at 1:52 PM.

Motion ...Carried Unanimously

APPROVED AT THE June 22, 2018 MEETING OF THE BOARD



Chief Administrative Officer



Board Chair





Brazeau Foundation
Managing Housing Solutions

5208 -47 Avenue,
 Drayton Valley, Alberta, T7A 1N7
 Phone: (780) 542 2712 Fax: (780) 542 2765
 E-mail: bsf@telusplanet.net

MEETING OF THE BOARD OF DIRECTORS
 Shangri-La Lodge, Drayton Valley
 June 22, 2018
 10:00 am

ATTENDANCE:

Directors Present:

Eric Butz, Chairperson	Town of Drayton Valley
Janet Young, Vice-Chairperson	Village of Breton
Jeannette Vatter	Member at Large – Drayton Valley
Donna Gawalko	Member at Large – Brazeau County
Donna Wiltse	Brazeau County

Administration Present:

Stella Keller	Chief Administrative Officer
Laura Delesalle	Finance Manager

1.0 CALL TO ORDER

E. Butz called the meeting to order at 10:04 AM.

2.0 AGENDA

2.1 ADDITIONS TO THE AGENDA

2.2 APPROVAL OF AGENDA

Resolution #18-06-72: Moved by J Vatter to approve the agenda with addition.

Motion ...Carried Unanimously

3.0 APPROVAL OF MINUTES

3.1 MINUTES FROM THE MAY 25 , 2018 REGULAR BOARD MEETING

Resolution #18-06-73: Moved by D Gawalko to approve the minutes of the May 25, 2018 Regular Board Meeting as presented.

Motion ...Carried Unanimously

3.2 BUSIINESS RISING OUT OF THE MINUTES

None at this time

4.0 FINANCIAL

4.1 FINANCIAL REPORTS - Foundation

4.1.1 Foundation Disbursements for May 2018

Resolution #18-06-74: Moved by J Vatter to accept the Payable Disbursements as information.

Motion ...Carried Unanimously

4.1.1.1 Visa Payable for May 2018

Resolution #18-06-75: Moved by D Wiltse to accept the Visa Payable as information.

Motion ...Carried Unanimously

4.1.2 Foundation Balance Sheet as of May 31, 2018

Resolution #18-06-76: Moved by D Wiltse to accept the Foundation Balance Sheet as information.

Motion ...Carried Unanimously

4.1.3 Financial Statements to May 31, 2018

4.1.3.1 Central Services / Lodge

4.1.3.2 Provincial Housing Units

Resolution #18-06-77: Moved by D Gawalko to accept the Financial Statements as information.

Motion ...Carried Unanimously

The Province increased our budget to our proposed figures in our last Business Plan Submission. Therefore this increase was distributed within the system to enable us to keep accurate track of expenditures. This increase was very much appreciated.

Resolution #18-06-78: Moved by J Vatter to accept the revised Provincial Housing Units budget.

Motion ...Carried Unanimously

4.2 FINANCIAL REPORTS – Urban Housing

4.2.1 Urban Housing Disbursements for May 2018

4.2.2 Urban Housing Balance Sheet as of May 31, 2018

4.2.3 Urban Housing Financial Statements as of May 31, 2018



Resolution #18-06-79: Moved by J Young to accept the Urban Housing Financial Statements as information.

Motion ...Carried Unanimously

4.3 BOARD MEMBER EXPENSE

4.3.1 Board Member Expenses

Resolution #18-06-80: Moved by D Gawalko to approve the Board Member Expenses of \$2320.00 for May 2018.

Motion ...Carried Unanimously

5.0 OLD BUSINESS

5.1 HOME CARE- MEDICATION ASSISTANCE PROGRAM- NO UPDATES MEETING SET FOR JUNE 25, 2018

5.2 LEVEL 4 CONTINUING CARE – letter to be submitted

6.0 NEW BUSINESS

6.1 BUSINESS PLAN 2019-2021 REVIEW & DISCUSS

The Business Plan was reviewed, amendments were made and Administration will send out with changes.

Resolution #18-06-81: Moved by J Vatter to approve the business plan-strategic planning.

Motion ...Carried Unanimously

7.0 REPORTS

7.1 OPERATIONS REPORT

7.1.1 Operations Report

7.1.1.1 Urban Housing Update- Review of Program & Costs to Town of Drayton Valley

Resolution #18-06-82: Moved by J Young to accept Operations Report as information.

Motion ...Carried Unanimously

7.1.2 Market Rent Approvals

Resolution #18-06-83: Moved by J Vatter to accept Market Rent Approvals as presented and to set maximum rent at \$890.00 in the Provincial Housing Units.

Market Rents:

1 bedroom	772.00
2 bedroom	922.00
3 bedroom	1,120.00

Motion ...Carried Unanimously

7.1.3 OHS Requirement for Fall Prevention/ Rescue Plan

7.1.3.1 Approve Proposals – MISAFETY

Resolution #18-06-84: Moved by J Vatter to approve expenditure for Fall Prevention/ Rescue Plan including training and installation of necessary Equipment at Shangri-La Lodge, Wishing Well Apartments, Lezure Lea Apartments and Spruce View Court (in Breton).

Motion ...Carried Unanimously

7.1.4 Vacancy Report

Resolution #18-06-85: Moved by D Gawalko to accept the vacancy report as information.

Motion ...Carried Unanimously

7.1.5 In-Private Session (Personnel/Legal)

Resolution #18-06-86: Moved by J Vatter to go in-private to discuss personnel matters at 11:47 AM.

Motion ...Carried Unanimously

Resolution #18-06-87: Moved by J Vatter to come out of in-private at 12:24 PM.

Motion ...Carried Unanimously

*Lunch: 12:24 PM
Resume: 1:08 PM*

7.2 POLICY REVIEW – DEFER

~~7.3 BUSINESS PLAN – STRATEGIC PLANNING~~ [discussed/approved above]

8.0 Correspondence

8.1 From: Phil Henke Re: Carbon Levy now to be included in rent upon rental reviews. (Mar 12, 2018)

8.2 From: Phil Henke Re: 2018 Housing Management Body Budget Re: Increase in Budget to a deficit of \$45,975. [Previously it was expected to be a surplus of 10,778].



- 8.3 From: Lori Sigurdson, Minister of Seniors & Housing Re: Budget 2018 increase in operating funds for Housing Management Bodies totaling 11.2 million across the Province. (May 8, 2018)
- 8.4 To: Village of Breton, Brazeau County, Town of Drayton Valley, Carlson Roberts Seely, MLA for Drayton Valley - Calmar RE: Board of Directors Meeting Minutes (June 6, 2018)
- 8.5 From: Janet Parsons, Housing Advisor, Alberta Seniors & Housing Re: 2019-2021 Business Plan and recognition for the submission of the 2018-2022 Business Plan. (Mar 2, 2018)

Resolution #18-06-88: Moved by D Gawalko to accept correspondence as information.

Motion ...Carried Unanimously

9.0 FUTURE MEETING DATES

9.1 **NEXT BSF REGULAR BOARD MEETING – July 27, 2018** at the Shangri-La Lodge @ 10:00am.

10.0 ADJOURNMENT

Resolution #18-06-89: Moved by E Butz to adjourn the meeting at 2:31 PM.

Motion ...Carried Unanimously

APPROVED AT THE July 27, 2018 MEETING OF THE BOARD



Chief Administrative Officer



Board Chair





Sustainability Committee Meeting
Tuesday, May 29, 2018, 09:00 a.m.
Town of Drayton Valley Conference Room #1

Meeting Notes

Present: Councillor Nancy Dodds, Deputy Mayor Fayrell Wheeler, Pam Livingston, Sonya Wrigglesworth, Manny Deol, Sabine Larcher

1.0 Call to Order

Councillor Dodds called the meeting to order at 9:21 a.m.

2.0 Additions or Deletions to Agenda

Following item was added to the Agenda:

- Waste Management Discussion - Scalehouse and Garbage Bins
- Canadian Wood Recycling Industry

3.0 Adoption of Agenda

Deputy Mayor Wheeler moved to approve the agenda as amended.
Carried

4.0 Approval of Committee Meeting Notes

4.1 Sustainability Committee Meeting Notes, April 19, 2018

Deputy Mayor Wheeler moved to approve the Sustainability Committee Meeting Notes from April 19, 2018, as presented.
Carried

5.0 Delegation

5.1 FCM Grant Opportunity (COO – CETC)

Mr. Deol informed the Committee about a grant opportunity through the Green Municipal Fund of the FCM.

Mr. Deol left the meeting at 9:29 a.m.

The Committee decided to review the information at a future Governance & Priorities meeting and provide direction to the COO of the CETC and Administration accordingly.

Sustainability Committee Meeting

May 29, 2018

6.0 Discussion Items**6.1 Update on Block Parties in Neighbourhoods**

Ms. Livingston advised of the initiatives that FCSS is planning for increased promotion of Block Parties and that FCSS partnered with Citizens on Patrol and Rural Crime Watch to encourage neighbourhoods and hamlets to host block parties.

6.2 NSWA Debrief

Councillor Dodds shared information on educational initiatives that were brought forward at the NSWA Meeting and asked Administration to explore options for education on stormwater at the Community Registration Night.

6.3 Council Conference Report – Deputy Mayor Wheeler – FCM Sustainable Communities, February 6-8, 2018

Deputy Mayor Wheeler provided a review of her attendance at the FCM Sustainable Communities Conference.

6.4 Community Sustainability Plan Discussion

The Committee agreed to review examples from other municipalities, followed by a report at a future Governance & Priorities Meeting.

6.5 Waste Management Discussion – Scalehouse and Garbage Bins

The Committee briefly discussed the currently developed strategy study for the landfill and the Sonnevera report.

6.6 Canadian Wood Recycling Industry

The Committee discussed the services provided by Canadian Wood Recycling Industry.

7.0 Other Business

There was no other business to discuss.

8.0 Information Items

There were no information items to review.

9.0 Items for Next Meeting

- Community Sustainability Plan – Examples
- Community Registration Night – Education on Stormwater
- Waste Management Options

10.0 Next Meeting Date

June 25, 2018, 9:00 a.m., Town of Drayton Valley Conference Room #1

11.0 Adjournment

The meeting was adjourned at 10:32 a.m.



Economic Development Committee Meeting
Wednesday, June 5, 2018, 9:00 p.m.-3:00 p.m.
Clean Energy Technology Centre

Meeting Notes

Present: Deputy Mayor Fayrell Wheeler, Councillor Eric Butz, Councillor Amila Gammama, Councillor Corey Peebles, Councillor Nancy Dodds, Councillor Bill Ballas, Manny Deol, Eric Burton, Krystle Kotyk

Absent: Mayor Michael Doerksen

1.0 Call to Order

Deputy Mayor Wheeler called the meeting to order at 9:05 a.m.

2.0 Additions or Deletions to Agenda

The following additions were made to the agenda:

5.2 Debrief of Wine & Cheese

5.8 CETC Ribbon Cutting

3.0 Adoption of Agenda

Councillor Gammama moved to adopt the agenda as amended.

Carried

Resolution ED026/18

4.0 Review of Notes

4.1 May 23, 2018, Economic Development Committee Meeting Notes

Councillor Ballas moved to adopt the notes as presented.

Carried

Resolution ED027/18

5.0 Discussion Items

5.1 Hemp Innovation Program Update

Mr. Burton explained that the past month has been busy for the program. He presented the names of members that make up the programming team. He also reviewed with the Committee the entrepreneurs enrolled in the program and the sponsorships that have been received. It was discussed that access to land in the Bio-Mile and the option of collocating with other entrepreneurs is what would

*Economic Development Committee Meeting**June 5, 2018*

entice start-ups to concentrate on Drayton Valley. The Committee asked for an updated map of the Bio-Mile.

Councillor Peebles stepped out at 9:58 a.m.

Councillor Peebles returned at 10:00 a.m.

In conclusion, CETC and Town Administration should work together to have land sale policy ready and advise Council where they can be helpful to finalize the sale process.

Deputy Mayor Wheeler called a break at 10:20 a.m.

Deputy Mayor Wheeler reconvened the meeting at 10:31 a.m.

5.2 Debrief on Wine & Cheese

The Committee discussed the main points from the June 4 Wine & Cheese event. The suggestions will be considered and a second version will be drafted, brought forward for Second Reading, then another public consultation piece will occur.

Mr. Deol stepped out at 10:36 a.m.

Mr. Deol returned at 10:40 a.m.

5.3 Economic Development Retreat

The Committee discussed what economic development means and ways they can better support the economic growth of Drayton Valley. Problems the Town is facing are new jobs are needed and real estate is down with no movement on properties due to a depressed market. Opportunities were discussed around demographics of seniors, children, and adults.

Mr. Burton stepped out at 11:33 a.m.

Mr. Burton returned at 11:40 a.m.

The Committee went and viewed the back of the building and discussed ideas for future development.

Deputy Mayor Wheeler called a break for lunch at 11:51 a.m.

Deputy Mayor Wheeler reconvened the meeting at 12:55 p.m.

Councillor Butz was not in attendance when the meeting reconvened.

5.4 Innovation Product Development Lab

Mr. Deol advised there are entrepreneurs who fall off the grid when wanting to start businesses in Drayton Valley because they don't have a place or the support to start their business. He stated an innovation lab would help alleviate this issue by providing a meeting space, access to equipment, and a place to learn to take ideas to commercialization. Mr. Burton is developing a hemp innovation lab feasibility study. The Committee will review the feasibility study at the next Economic Development Committee Meeting on June 13.

*Economic Development Committee Meeting**June 5, 2018*

Councillor Butz entered the meeting at 1:03 p.m.

5.5 Hemp Alliance

Next Hemp Alliance meeting is on June 15 from 9am to 12pm. Councillor Peebles, the Chair of the Alliance, will attend the meeting to discuss membership opportunities.

5.6 Community Energy Plan

The CETC will apply for the FCM Municipalities for Climate Change Program's Staff Grant.

5.7 International College Status

Mr. Deol asked for ideas on how to get the community engaged in learning. Suggestions included having planning sessions with school boards and principals and another with NorQuest College. DV Chamber will be conducting a labour needs survey which will evaluate the education needs in the community.

Mr. Burton left meeting at 2:12 p.m.

5.8 Drayton Valley Utility Company

This item will be reviewed at a future Economic Development Committee Meeting.

5.9 Other Items

Mr. Deol will bring an update regarding Minister Bilous' visit to the next Economic Development Committee Meeting on June 13, 2018.

6.0 **Information**

7.0 **Other Business**

8.0 **Items for Next Meeting**

- 8.1** Feasibility
- 8.2** Investment Package (Hemp)
- 8.3** Project Updates
- 8.4** Utility Network

9.0 **Next Meeting Date**

June 13, 2018, 9:00 a.m. to 12:00 p.m., Clean Energy Technology Centre

10.0 **Adjournment**

Deputy Mayor Wheeler adjourned the meeting at 4:33 p.m.



Economic Development Committee Meeting

Wednesday, June 13, 2018, 9:00 p.m.-3:00 p.m.

Clean Energy Technology Centre

Meeting Notes

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

Absent: Councillor Nancy Dodds, Councillor Eric Butz

1.0 Call to Order

Mayor Doerksen called the meeting to order at 9:07 a.m.

2.0 Additions or Deletions to Agenda

The following additions were made to the agenda:

5.6 Community Energy Plan

5.7 Update on ATCO Visit

3.0 Adoption of Agenda

Councillor Gammama moved to adopt the June 13, 2018, Economic Development Committee Meeting Agenda as amended.

Carried

Resolution ED028/18

4.0 Review of Notes

4.1 June 5, 2018, Economic Development Committee Meeting Notes

Councillor Peebles moved to adopt the June 5, 2018, Economic Development Committee Meeting Notes as presented.

Carried

Resolution ED029/18

5.0 Discussion Items

5.1 Feasibility Study for Innovation/Product Development Lab

Mr. Burton provided a PowerPoint overview of the Hemp Innovation Lab Feasibility Study. Recommendation was to run a pilot project for 12 months, convert a current space at CETC initially, and then expand as needed. Ways to fund the project would be from industry looking for someone to help find solutions

*Economic Development Committee Meeting**June 13, 2018*

to problems they may have or to charge users on a per use basis. Some concerns were brought up regarding how to effectively market a lab and if there was enough data collected to confirm if there's a high enough volume of people in the area to attempt to run a complete lab. The Feasibility Study will include the relevant data to show this. It was suggested that we ask for assistance with starting a lab from a similar lab.

5.2 Investment Planning

The Committee reviewed documents that were provided regarding land around the Bio-Mile. They discussed the opportunities of building on different parcels and what challenges might surface. CETC Administration will work with the Planning and Development Department to develop a strategy.

Councillor Ballas stepped out at 10:34 a.m.

Councillor Ballas returned at 10:37 a.m.

Mayor Doerksen called a break at 10:43 a.m.

Mayor Doerksen reconvened the meeting at 10:55 a.m.

5.3 Project Updates

Mr. Deol provided an update on current projects. The Committee discussed the potential of a data storage facility and the potential of attracting interest in the Centre by increasing internet speed. Telus will be visiting Drayton Valley soon. Mr. Deol asked that at a future Economic Development Committee Meeting he would like to discuss the Villeneuve Airport.

5.4 Utility Network

The Committee discussed the option of entering into a new venture of selling utilities which could potentially be a revenue generator for the Town. Councillor Wheeler asked for the number of people who are already selling utilities to ensure the Town doesn't take business away from others. Recommendation was made to create a policy on how the revenue would go back into the community.

Mr. Burton stepped out at 11:11 a.m.

Mr. Burton returned at 11:13 a.m.

Mr. Deol suggested that CETC Administration develop the plan with respect to operations (ex. staff, costs) and possibly add a water utility component. He suggested this item be discussed further at a future Economic Development Committee Meeting and the Mayor invite the Town's Senior Financial Officer.

5.5 Status of Swirltex, Ecocharge, GRS, and Cogen

Mr. Deol will follow up with Sonya regarding Swirltex when she returns from holidays. Ecocharge is waiting for a shipment of the solar panelled electric car charger poles then they will install in CETC parking lot. GRS – Mr. Deol explained that the project is moving slow but has a lot of opportunity. Cogen – haven't received any updates.

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5.6 Community Energy Plan

Mr. Deol suggested that the Town of Drayton Valley look into developing a Community Energy Plan.

5.7 Update on ATCO Visit

Mayor Doerksen advised that ATCO will be coming for a tour of multiple facilities in Drayton Valley on June 20th. They are wondering what kind of space CETC has for them as they are looking a place to build and also need some incubator support.

6.0 **Report****6.1** Economic Development

Mr. Burton provided his report explaining that he has been working with the Drayton Valley Labour Association and the Hemp Innovation Program is in full swing and yielding great results.

The Committee discussed whether or not to apply for the next round of CARES grant funding. It was suggested that until the results of the previous funding are known, that another application be put off until the fall of 2018. Mr. Burton and Mr. Deol will look into what is the most viable option.

6.2 CETC

Mr. Deol advised that:

- Landscaping of CETC will commence soon and the month of June has been busy with events and rentals.
- Alberta Innovates has introduced a program for green buildings and he has been looking at how CETC can qualify.
- He has met with Hempco and Aurora in hopes of gaining access to more hemp fibre.
- CETC has undergone an address change – physical address is now 5400 22 Ave and not 24 Ave.

7.0 **Information****8.0** **Other Business****9.0** **Items for Next Meeting****9.1** Grand Opening/Ribbon Cutting**10.0** **Next Meeting Date**

July 3, 2018, 9:00 a.m. to 3:00 p.m., Clean Energy Technology Centre

11.0 **Adjournment**

Mayor Doerksen adjourned the meeting at 12:21 p.m.



Economic Development Committee Meeting

Wednesday, July 3, 2018, 9:00 p.m.-3:00 p.m.

Clean Energy Technology Centre

Meeting Notes

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

1.0 Call to Order

Mayor Doerksen called the meeting to order at 9:10 a.m.

Mr. Burton was not present for the beginning of the meeting.

2.0 Additions or Deletions to Agenda

The following changes were made to the agenda:

Combine: 5.1 Hemp Alliance & Strategic Objectives w/
5.8 Key Messages for Hemp Objectives in Vancouver

5.6 Strategic Plans for CETC was moved to an in camera discussion.

3.0 Adoption of Agenda

Councillor Dodds moved to adopt the July 3, 2018, Economic Development Committee Meeting Agenda as amended.

Carried

Resolution ED030/18

4.0 Review of Notes

4.1 June 13, 2018, Economic Development Committee Meeting Notes

Councillor Gammama moved to adopt the June 13, 2018, Economic Development Committee Meeting Notes as presented.

Carried

Resolution ED031/18

5.0 Discussion Items

5.1 Hemp Alliance & Strategic Objectives & Key Messages for Hemp Conference in Vancouver

Mr. Deol advised that the key message out of the previous Hemp Alliance Meeting on June 15 was the Alliance joining the Agricultural & Food Council then

July 3, 2018

developing a strategic plan. At the meeting Councillor Peebles gave the option of CETC providing administration for the Alliance but at the time it did not seem the group was in agreeance. Mayor Doerksen will contact Reeve Bart Guyon to ensure the Town and Brazeau County are heading in the same direction in what they would like to see the Alberta Hemp Alliance accomplish and its structure.

The Committee discussed what they would like to take away from the upcoming Pacific Rim Hemp Conference with the main points being more knowledge and networking with industry. CETC Administration is developing a pamphlet for investment and development incentives that committee members can hand out.

Mr. Burton entered the meeting at 9:34 a.m.

5.2 Town Projects for Council and Public Input

Mayor Doerksen recommended that for all of Council and Administration to be on the same page there should be a meeting with Council, CETC COO, CAO, and industry. Instead of just setting a direction, this would be a good opportunity to engage everyone.

Suggestions were made for Economic Development & CETC - such as the focus of projects could be narrowed as staff and resources are limited, Economic Development could go around to the business community and find ways to better support them, and more effort put toward supporting our oil and gas industry and possibly finding ways to combine with the bio-industry. It was recommended that a business plan be created so that everyone has a focus and goals to work toward. Mr. Deol suggested that the Committee send items they believe are economic development priorities to CETC Administration to be compiled and then a summary of the results can be distributed over social media to receive feedback.

Mayor Doerksen called a break at 10:47 a.m.

Mayor Doerksen reconvened the meeting at 11:20 a.m.

5.3 Hemp Launch Debrief (11:30 a.m. - 1 p.m., working lunch)

Mr. Burton provided an overview of the Hemp Launch events for the Hemp Innovation Program. He provided details of the team and their organizations, how much was received in sponsorships, and marketing analytics. He explained that the first set of workshops focused on zeroing in on the business problems and how they can be solved and the second set was tailored toward assessments with one presenter working with entrepreneurs and the other worked with investors. The open pitch night at OCT included a total of 22 pitches, 15 online viewers; he explained that this was a perfect way to involve people who weren't able to take the program. The main event on June 24th included a keynote, an expo, and pitches. Mr. Burton provided the Committee with the names of the winners of each category. He advised that the award of \$8000 for a market assessment won't be presented until the winner is ready to move forward with an assessment.

Arron St. Louis entered the meeting at 1:06 p.m.

Economic Development Committee Meeting

July 3, 2018

Mr. St. Louis, winner of the Hemp Launch Hemp Innovation Award from was invited to have lunch with the Committee. He explained that the Town could support him by helping find space for him to test his equipment.

Mayor Doerksen called a break at 1:21 p.m.

Mayor Doerksen reconvened the meeting at 1:31 p.m.

5.4 CETC Slide Deck for Comments

Mr. Deol reviewed the PowerPoint with the Committee and asked for their input. He explained that it will be presented on the July 5th meeting with the Metis Council to learn more about the hemp industry. Councillor Wheeler suggested a change to a graphic on one slide.

5.5 International Symposium on Transition of Renewable Energy for Ideas

Mr. Deol explained that he would like to host a symposium to bring in political ideas. This item will be discussed at a future Economic Development Committee Meeting.

5.6 Strategic Plan for CETC

Councillor Dodds moved that the Economic Development Committee move to in camera at 1:34 p.m. for item 5.6 of the Agenda, pursuant to sections 17(2)(e) and (f) of the Freedom of Information and Protection of Privacy Act.

Carried

Resolution ED032/18

Councillor Gammara moved that the Economic Development Committee come out of in camera at 2:59 p.m.

Carried

Resolution ED033/18

5.7 Incentive Package for Developers in Bio-Mile

An incentive package brochure for investment and/or development in the Bio-Mile needs to be created so the committee members have something to take to the Hemp Conference in Vancouver. Mr. Burton will work with CETC to create a pamphlet.

6.0 **Report**

6.1 Economic Development

No report was provided.

6.2 CETC

No report was provided.

7.0 **Information**

8.0 **Other Business**

9.0 **Items for Next Meeting**

10.0 **Next Meeting Date**

July 3, 2018

July 25, 2018, 9:00 a.m. to 3:00 p.m., Clean Energy Technology Centre

11.0 Adjournment

Mayor Doerksen adjourned the meeting at 3:01 p.m.

APPROVED



Souls Seeking Christ

ON A JOURNEY OF FAITH, LEARNING AND LOVE

Board Meeting Highlights – June 2018

DATES TO REMEMBER

Next Board Meeting

Wednesday,

August 27

10:30 a.m.

STAR Central Office

4906 50 Ave., Leduc, AB

The public is welcome at all Board meetings.

Board of Trustees

Michelle Lamer

Chair
Leduc

Henry Effen

Vice Chair
Wetaskiwin

Sandra Bannard

Drayton Valley

Shaun Meaden

Leduc

Liz Taylor-Sirois

Beaumont

Dan Svitch

Ponoka

Donna Tugwood

Lacombe

Board Chair and Vice Chair Appointed

STAR Catholic's Board reappointed Leduc Trustee Michelle Lamer as STAR Catholic Board Chair and Wetaskiwin Trustee Henry Effen as Vice Chair. This is the second year for Lamer and Effen as Chair and Vice Chair respectively. The Board's committees were also set.

Policy Review

As part of its annual review of Board Policies, the Board reviewed Policies 7, 12, 17 and 19.

Locally Developed Courses

That the Board authorized several Locally Developed Courses and the resources required to teach them. They are: Technical Theatre 15, 25 and 35, Equine Leadership 15, Cake Decorating Introduction 25, Cake Decorating Advanced 35, and Portfolio Art 35.

STAR Student Transportation Survey Results

STAR Catholic's Board reviewed the results of a recent STAR Catholic Transportation Survey asking for the feedback of parents, students and bus providers.

Teacher Institute Day

The Board approved its commitment to STAR Catholic Local #45 for the Teacher Institute Day Professional Development.

Accountability Pillar

The Board heard a report of the May 2018 Accountability Pillar Results for STAR Catholic. The Accountability Pillar measures a school division's performance in a variety of areas. STAR Catholic continues to rank very high, most notably in providing Safe and Caring Schools and Education Quality, exceeding the provincial average in both.

For more information visit: www.starcatholic.ab.ca, or call 780.986.2500

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
Q2: 2014 - 2018

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

July-09-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		0	0	0	0	0
Sexual Assaults		3	3	3	3	5
Other Sexual Offences		1	2	1	2	3
Assault		24	23	14	21	28
Kidnapping/Hostage/Abduction		1	0	0	3	0
Extortion		0	0	0	0	0
Criminal Harassment		7	5	1	10	10
Uttering Threats		8	12	9	13	9
Other Persons		0	0	0	0	0
TOTAL PERSONS		44	45	28	52	55
Break & Enter		18	24	21	26	47
Theft of Motor Vehicle		27	11	27	28	27
Theft Over \$5,000		0	3	2	3	6
Theft Under \$5,000		107	71	60	102	150
Possn Stn Goods		12	5	9	10	17
Fraud		14	18	10	20	27
Arson		1	0	0	0	1
Mischief To Property		92	78	44	49	75
TOTAL PROPERTY		271	210	173	238	350
Offensive Weapons		2	6	1	6	4
Disturbing the peace		22	17	14	23	21
OTHER CRIMINAL CODE		52	57	40	37	73
TOTAL OTHER CRIMINAL CODE		76	80	55	66	98
TOTAL CRIMINAL CODE		391	335	256	356	503

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
Q2: 2014 - 2018

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

July-09-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		17	9	12	12	20
Drug Enforcement - Trafficking		3	10	6	1	3
Drug Enforcement - Other		1	0	1	0	0
Total Drugs		21	19	19	13	23
Federal - General		1	3	3	3	7
TOTAL FEDERAL		22	22	22	16	30
Liquor Act		5	6	7	6	3
Other Provincial Stats		23	25	18	27	36
Total Provincial Stats		28	31	25	33	39
Municipal By-laws Traffic		3	2	1	3	0
Municipal By-laws		29	26	22	30	30
Total Municipal		32	28	23	33	30
Fatals		0	0	0	0	0
Injury MVC		3	2	4	2	5
Property Damage MVC (Reportable)		88	51	39	44	42
Property Damage MVC (Non Reportable)		12	11	6	8	3
TOTAL MVC		103	64	49	54	50
Provincial Traffic		133	122	120	98	261
Other Traffic		2	2	6	4	2
Criminal Code Traffic		33	24	17	16	6
Common Police Activities						
False Alarms		73	77	67	60	68
False/Abandoned 911 Call and 911 Act		26	27	26	28	21
Suspicious Person/Vehicle/Property		10	31	13	23	48
Persons Reported Missing		4	2	9	8	10
Spousal Abuse - Survey Code		37	47	39	30	29

Drayton Valley Municipal Detachment 5 Year Traffic Summary - Month of Q2

Q2	Trend	2014	2015	2016	2017	2018
Fatals		0	0	0	0	0
Injury MVC		3	2	4	2	5
Property Damage MVC (Reportable)		88	51	39	44	42
Property Damage MVC (Non Reportable)		12	11	6	8	3
Total MVC		103	64	49	54	50

Q2	Trend	2014	2015	2016	2017	2018
Roadside Suspensions - alcohol related - No charge**		0	2	6	4	2
Occupant Restraint/Seatbelt Violations**		0	1	0	3	42
Speeding Violations**		0	6	45	11	10
Intersection Related Violations**		0	6	2	3	12
Other Non-Moving Violation**		0	28	17	19	126
Other CC Traffic***		2	4	4	7	0

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

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
January to June: 2014 - 2018

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

July-09-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Homicides & Offences Related to Death		0	0	0	0	1
Robbery		5	2	0	1	0
Sexual Assaults		5	5	7	10	5
Other Sexual Offences		3	3	8	4	7
Assault		72	59	45	48	66
Kidnapping/Hostage/Abduction		2	1	1	3	1
Extortion		1	0	0	0	1
Criminal Harassment		8	10	6	13	16
Uttering Threats		19	21	19	18	16
Other Persons		0	0	0	0	0
TOTAL PERSONS		115	101	86	97	113
Break & Enter		40	34	49	48	110
Theft of Motor Vehicle		54	25	40	37	64
Theft Over \$5,000		5	5	3	4	12
Theft Under \$5,000		188	121	130	174	260
Possn Stn Goods		26	8	13	18	40
Fraud		25	25	20	45	45
Arson		1	1	0	0	2
Mischief To Property		155	148	96	92	118
TOTAL PROPERTY		494	367	351	418	651
Offensive Weapons		13	9	3	8	9
Disturbing the peace		45	42	22	38	47
OTHER CRIMINAL CODE		109	123	89	79	148
TOTAL OTHER CRIMINAL CODE		167	174	114	125	204
TOTAL CRIMINAL CODE		776	642	551	640	968

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
June: 2014 - 2018

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

July-09-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		0	0	0	0	0
Sexual Assaults		1	0	2	0	2
Other Sexual Offences		0	0	0	0	2
Assault		7	9	4	12	5
Kidnapping/Hostage/Abduction		1	0	0	0	0
Extortion		0	0	0	0	0
Criminal Harassment		5	2	0	8	3
Uttering Threats		1	5	2	7	2
Other Persons		0	0	0	0	0
TOTAL PERSONS		15	16	8	27	14
Break & Enter		6	7	4	9	16
Theft of Motor Vehicle		8	3	10	6	13
Theft Over \$5,000		0	1	0	0	5
Theft Under \$5,000		51	35	24	27	43
Possn Stn Goods		6	2	4	6	8
Fraud		7	4	2	4	9
Arson		0	0	0	0	0
Mischief To Property		32	26	9	16	22
TOTAL PROPERTY		110	78	53	68	116
Offensive Weapons		2	3	0	3	1
Disturbing the peace		5	6	1	5	5
OTHER CRIMINAL CODE		16	20	14	19	25
TOTAL OTHER CRIMINAL CODE		23	29	15	27	31
TOTAL CRIMINAL CODE		148	123	76	122	161

Drayton Valley Municipal Detachment
Crime Statistics (Actual)
January to June: 2014 - 2018

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

July-09-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		29	18	18	20	33
Drug Enforcement - Trafficking		9	17	6	8	7
Drug Enforcement - Other		1	0	2	0	0
Total Drugs		39	35	26	28	40
Federal - General		2	4	4	3	8
TOTAL FEDERAL		41	39	30	31	48
Liquor Act		8	8	7	9	8
Other Provincial Stats		49	50	48	41	84
Total Provincial Stats		57	58	55	50	92
Municipal By-laws Traffic		5	4	1	4	0
Municipal By-laws		41	44	41	40	47
Total Municipal		46	48	42	44	47
Fatals		0	0	0	0	0
Injury MVC		4	3	6	3	7
Property Damage MVC (Reportable)		189	134	106	101	101
Property Damage MVC (Non Reportable)		20	21	13	17	12
TOTAL MVC		213	158	125	121	120
Provincial Traffic		283	209	227	185	399
Other Traffic		2	4	8	7	6
Criminal Code Traffic		58	42	33	32	27
Common Police Activities						
False Alarms		117	142	138	111	130
False/Abandoned 911 Call and 911 Act		39	51	52	44	50
Suspicious Person/Vehicle/Property		19	55	43	47	80
Persons Reported Missing		5	5	18	13	14
Spousal Abuse - Survey Code		70	83	83	57	62






Drayton Valley Municipal Detachment
Crime Statistics (Actual)
June: 2014 - 2018







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

July-09-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		10	2	6	6	4
Drug Enforcement - Trafficking		0	3	2	1	0
Drug Enforcement - Other		1	0	1	0	0
Total Drugs		11	5	9	7	4
Federal - General		0	2	1	1	5
TOTAL FEDERAL		11	7	10	8	9
Liquor Act		2	1	2	1	0
Other Provincial Stats		11	9	8	11	15
Total Provincial Stats		13	10	10	12	15
Municipal By-laws Traffic		1	0	1	1	0
Municipal By-laws		9	11	5	11	7
Total Municipal		10	11	6	12	7
Fatals		0	0	0	0	0
Injury MVC		1	1	0	1	0
Property Damage MVC (Reportable)		24	19	11	16	17
Property Damage MVC (Non Reportable)		2	5	3	3	0
TOTAL MVC		27	25	14	20	17
Provincial Traffic		41	43	54	31	65
Other Traffic		0	1	1	2	0
Criminal Code Traffic		12	6	6	4	2
Common Police Activities						
False Alarms		27	32	15	21	19
False/Abandoned 911 Call and 911 Act		8	10	10	11	7
Suspicious Person/Vehicle/Property		1	6	5	8	20
Persons Reported Missing		1	1	1	3	4
Spousal Abuse - Survey Code		14	13	15	17	10

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

January to June	Trend	2014	2015	2016	2017	2018
Fatals		0	0	0	0	0
Injury MVC		4	3	6	3	7
Property Damage MVC (Reportable)		189	134	106	101	101
Property Damage MVC (Non Reportable)		20	21	13	17	12
Total MVC		213	158	125	121	120

January to June	Trend	2014	2015	2016	2017	2018
Roadside Suspensions - alcohol related - No charge**		2	4	8	7	6
Occupant Restraint/Seatbelt Violations**		3	3	0	5	58
Speeding Violations**		12	7	56	22	15
Intersection Related Violations**		6	8	6	10	17
Other Non-Moving Violation**		48	42	42	31	181
Other CC Traffic***		6	5	9	8	0

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

Drayton Valley Municipal Detachment 5 Year Traffic Summary - Month of June

June	Trend	2014	2015	2016	2017	2018
Fatals		0	0	0	0	0
Injury MVC		1	1	0	1	0
Property Damage MVC (Reportable)		24	19	11	16	17
Property Damage MVC (Non Reportable)		2	5	3	3	0
Total MVC		27	25	14	20	17

June	Trend	2014	2015	2016	2017	2018
Roadside Suspensions - alcohol related - No charge**		0	1	1	2	0
Occupant Restraint/Seatbelt Violations**		0	0	0	2	1
Speeding Violations**		0	0	30	2	4
Intersection Related Violations**		0	3	1	3	1
Other Non-Moving Violation**		0	8	7	8	37
Other CC Traffic***		1	2	2	1	0

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

Drayton Valley Municipal Detachment

January to June: 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
Theft Motor Vehicle (Total)		54	25	40	37	64		44.0	13.6	57.6	Issue	3.2
Auto		3	1	2	2	7		3.0	2.1	5.1	Issue	0.9
Truck/SUV/Van		36	20	29	31	44		32.0	7.9	39.9	Issue	2.7
Motorcycle		4	1	0	0	7		2.4	2.7	5.1	Issue	0.5
Other		6	3	8	3	6		5.2	1.9	7.1	Within Norm	0
Take Auto without Consent		5	0	1	1	0		1.4	1.9	3.3	Within Norm	-0.9
Break and Enter (Total)*		40	34	49	48	110		56.2	27.5	83.7	Issue	15.4
Business		19	17	38	18	54		29.2	14.6	43.8	Issue	7.1
Residence		12	14	6	20	29		16.2	7.8	24.0	Issue	4
Cottage or Seasonal Residence		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		7	3	3	7	23		8.6	7.4	16.0	Issue	3.6
Theft from a motor vehicle		76	28	37	85	133		71.8	37.6	109.4	Issue	17.1
Shoplifting		12	25	23	33	32		25.0	7.6	32.6	Within Norm	4.8
Mail Theft		0	1	0	3	8		2.4	3.0	5.4	Issue	1.8
Theft of bicycle		4	2	5	4	9		4.8	2.3	7.1	Issue	1.2
Other Theft		101	70	68	53	91		76.6	17.2	93.8	Within Norm	-3.7
Mischief To Property		155	148	96	92	118		121.8	25.9	147.7	Within Norm	-13
Suspicious Person/ Vehicle/ Property		19	55	43	47	80		48.8	19.7	68.5	Issue	11.4
Fail to Comply/Breach		67	56	45	42	86		59.2	16.0	75.2	Issue	2.4
Person Reported Missing		5	5	18	13	14		11.0	5.2	16.2	Within Norm	2.6
Wellbeing Check		N/A	N/A	15	19	39		24.3	10.5	34.8	Issue	12
Mental Health Act		47	41	32	33	63		43.2	11.3	54.5	Issue	2.4
False Alarms		117	142	138	111	130		127.6	11.9	139.5	Within Norm	-0.5
911 Act		39	51	52	44	50		47.2	5.0	52.2	Within Norm	1.5
K Div - Front Counter Complaints		791	290	276	281	238		375.2	208.7	583.9	Within Norm	-111.5

Traffic	Trend	2014	2015	2016	2017	2018		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
Roadside Suspensions - alcohol related - No grounds to charge**		2	4	8	7	6		5.4	2.2	7.6	Within Norm	1.1
Occupant Restraint/Seatbelt Violations**		3	3	0	5	58		13.8	22.2	36.0	Issue	11.2
Speeding Violations**		12	7	56	22	15		22.4	17.5	39.9	Within Norm	2.1
Intersection Related Violations**		6	8	6	10	17		9.4	4.1	13.5	Issue	2.4
Other Non-Moving Violation**		48	42	42	31	181		68.8	56.4	125.2	Issue	25.5
Other CC Traffic***		6	5	9	8	0		5.6	3.1	8.7	Within Norm	-0.9

*Include "Cleared by Charge" and "Cleared Other" ***Actual" ****Reported"



4550 Madsen Ave. Drayton Valley, AB T7A 1N8

Phone: (780) 621-4914 Fax: (780) 514-7156

email: colleen.sekura@ahs.ca

Our Vision: "Connecting Your Generosity for a Healthy Community"

June 30, 2018

Michael Doerksen
Mayor
Town of Drayton Valley
P.O. Box 6837
Drayton Valley, AB. T7A 1A1



Dear Michael;

Re: Drayton Valley Health Services Foundation Annual Report

I have the honor to present the Annual Report for the Drayton Valley Health Services Foundation for year ending March 31, 2018.

The Annual Report was prepared under the Board's direction and the content of this report was approved at the June 19, 2018 board meeting.

Please do not hesitate to contact me if you should have any questions or concerns.

Yours truly,

A handwritten signature in blue ink that reads 'Colleen'.

Colleen S. Sekura
Fund Development Officer

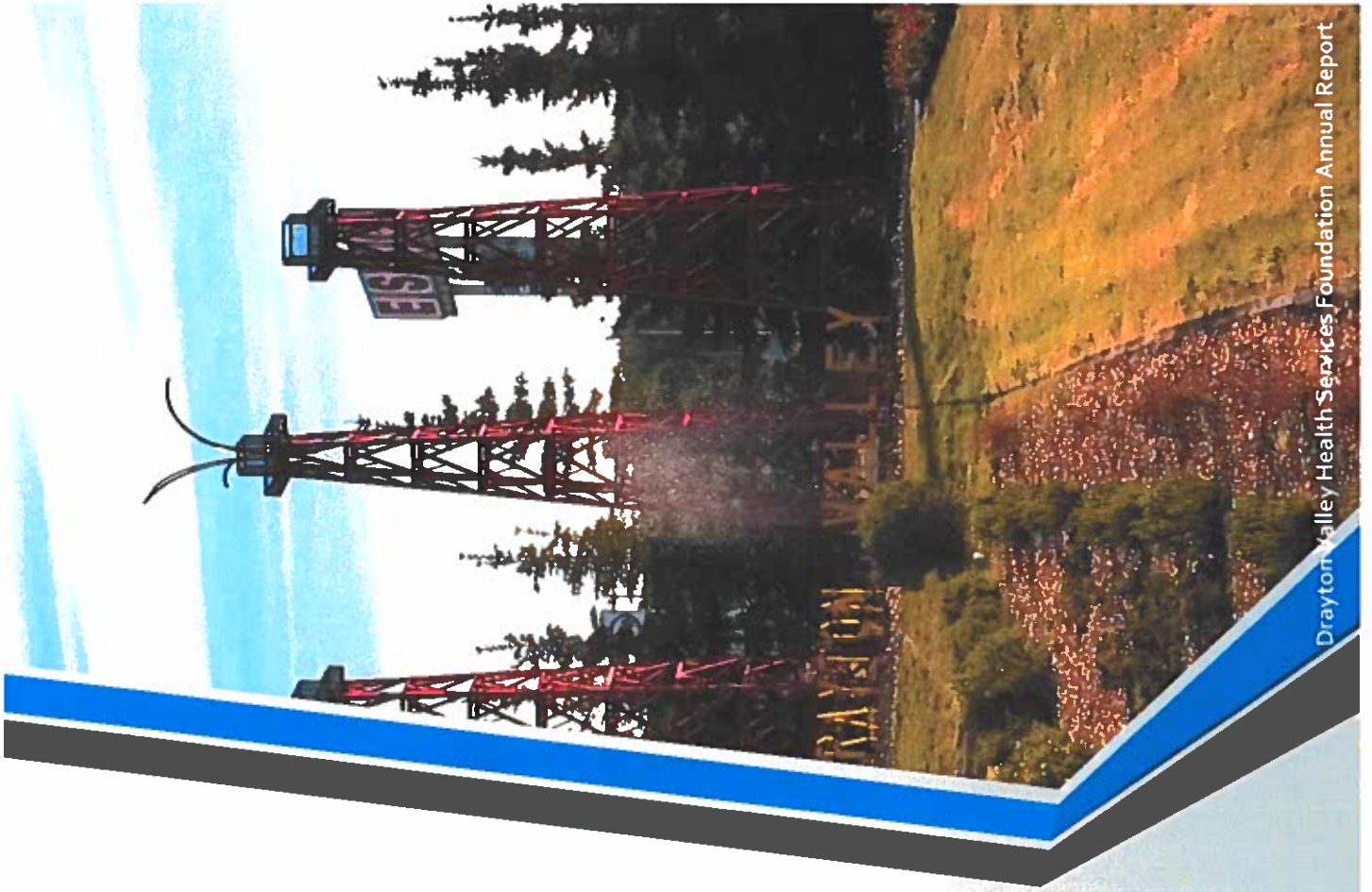
Drayton Valley Health Services Foundation

Annual Report 2017-1018

Drayton Valley Health Services Foundation Annual Report

In This Report

- Report from the Chair
- Report from the Fund Development Officer
- Board of Directors
- Campaigns
- Third Party fundraisers
- In the Community
- Festival of Trees
- Tree of Love
- Volunteers
- In Memory
- Our Donors



Report From the Chair



I am pleased to present the Board Chair Report for the 2018 AGM.

Over the past few years, I have had the pleasure of watching Drayton Valley Health Services Foundation truly raise the bar for ourselves and for our community. We exist in a persistently tough fundraising climate, but I have seen our community come together with determination and a shared sense of purpose, working towards the purchase of much needed equipment and comfort items for health care needs.

A few accomplishments in 2017- 2018 include continuing on our fundraising campaign for CT4DV, embarking on a fundraising project to purchase cardiac monitoring and videoconferencing equipment, and starting up plans for much-needed refurbishing of the Palliative Care rooms.

We have created an annual tradition of holding a one-day retreat for our Board Directors, whereby we discuss the future of the Foundation and what we want to achieve. Thank you to Alberta Health Services - Foundation Relations for facilitating this retreat for us this year.

Thank you to all Board Directors (past and present), to our Fund Development Officer, and to all our volunteers for everything you do for our Foundation.

As we move forward in 2018 and beyond, I am so proud of what DVHSF has accomplished and I am excited about our future.

Respectfully Submitted

Michelle Koebernick

Drayton Valley Health Services Foundation Annual Report

Report From the Fund Development Officer



As we continue to struggle with the ongoing downturn in the Drayton Valley economy, the Foundation has realized some significant successes and recognized areas where we need growth. In addition to accepting the generosity of others, we have identified a need to increase our grant writing to maintain our funding levels.

The Board of Directors has focused on governance and organizational efficiencies. The Board is thoughtful and diligent as they consider all issues that affect the Foundation.

Revitalization of the Foundation is still needed in the areas of technology and education. Key goals for 2018-19 include;

- Increasing community education to access and recruit Planned Giving.
- Recruiting and hiring administrative support to allow more personal one-on-one interaction between myself and potential donors
- The revitalization of our website including a more user friendly editing approach
- Ongoing education to optimize Raisers Edge

In short we realize that "what got us here, is not getting us there anymore". As we take steps to maintain the sustainability of the Drayton Valley Health Foundation, I look forward to another successful year as the Fund Development Officer

Respectfully Submitted

Colleen Sekura

2017 -2018 Board of Directors

Back row (L – R)

Carol Vowk, Janet Edwards,
Valerie Larsen, Dan Forbes,
Robyn Fong, Linda Davis,
Waseem Jabre.

Front row (L –R)

Mitzi Koebernick, Santa,
Nancy Jacobs (Mrs. Clause)
Colleen Sekura(FDO)

Missing from photo:

Marie Corneslon,
Carolyn Charron



The Board of Directors are a group of dedicated volunteers contributing hundreds of hours to ensure the sustainability of the Foundation.

Connect to Care Campaign

The past few years has focused on raising funds for CT4DV. In 2017, we shifted our fundraising to support the Connected to Care Campaign.

One of the greatest challenges in rural health is assuring that medical expertise is available when it is needed and where it is needed. This is difficult for rural healthcare facilities because they are often unable to attract or retain specialty providers. The Drayton Valley Hospital is moving toward Telemedicine, which will solve these issues by allowing access to specialists regardless of location.

The first step in this process is to purchase "state of the art" Heart Monitoring Equipment. The Drayton Valley Health Foundation has launched a campaign to raise funds for the purchase of five heart monitors for the Emergency Department of the Drayton Valley Hospital.



Our greatest success of 2017 was the Grand Opening of the CT Scanner



Third Party Fundraisers

We are always grateful for the efforts of others in raising funds for the Foundation through Third Party Fundraisers. 2017 saw funds raised by the Drayton Valley Horse Club at their Annual Trail Ride Against Cancer, Independent Grocers raising funds from customers at the checkout and hospital staff hosting a Pumpkin carving contest.

All funds raised at the Trail Ride Against Cancer are allocated to the care and treatment of Cancer Patients in the Drayton Valley Hospital.



We are continually grateful for the support of Tim Hortons with the Annual Smile Cookie Campaign



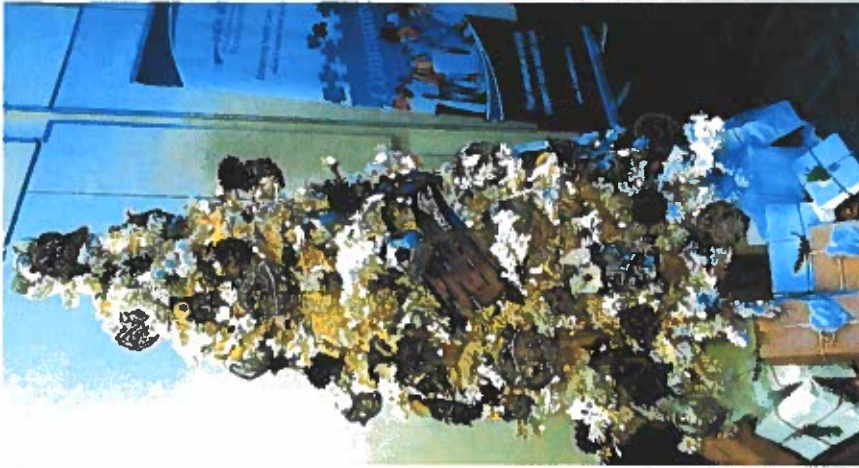
Health Foundation in the Community

Health Foundation board members and volunteers participated in 50/50 ticket sales at various events in the community

- DV100 Bike Tour
- Speedway Races
- Big West Rodeo



The **Festival of Trees** continues to be a successful event raising funds and awareness in the community.



Tree of Love

Each year at Christmas, the Drayton Valley Health Services Foundation places our 'Tree of Love' in the lobby of the Drayton Valley Hospital & Care Centre and the Breton Health Centre and accepts donations. The public is invited to attend the official light up of the Christmas Tree and Donors receive a card to place their message as a memorial to loved ones who have passed away or to signify joyous occasions: a special celebration or birth announcement, a Christmas greeting or to express gratitude and send thanks to someone special





Drayton Valley Health Services Foundation Annual Report



Volunteers
The Foundation relies on
and appreciates the
support of our volunteers



In Memory

THANK YOU to all the families and donors who have honored their loved ones in leaving a legacy of caring for others, through their donations 'In Memory of'. Donations to the Drayton Valley Health Services Foundation are used to purchase equipment and comfort items to improve patient care and can be designated to a hospital department of the donor's choice.

Families are notified of all donations received 'in memory of' their loved ones.



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Drayton Valley Health Services
Foundation Annual Report

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**Drayton Valley Health
Services Foundation
Financial Statements
March 31, 2018**

DRAYTON VALLEY HEALTH SERVICES FOUNDATION

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Toll Free: (888) 542-4468
Email: office@crsllp.ca

NOTICE TO READER

On the basis of information provided by management, we have compiled the statement of financial position of Drayton Valley Health Services Foundation as at March 31, 2018 and the statements of revenues and expenditures and changes in net assets for the year then ended.

We have not performed an audit or a review engagement in respect of these financial statements and, accordingly, we express no assurance thereon.

Readers are cautioned that these statements may not be appropriate for their purposes.

Drayton Valley, Alberta
June 11, 2018

Carlson Roberts Seely LLP.

CHARTERED PROFESSIONAL ACCOUNTANTS

DRAYTON VALLEY HEALTH SERVICES FOUNDATION
Statement of Financial Position
March 31, 2018

(Unaudited - See Notice to Reader)

	General Fund	Restricted Fund	2018 Total	2017 Total
ASSETS				
CURRENT				
Cash	\$ 188,208	\$ 102	\$ 188,310	\$ 399,423
Prepaid Expenses	1,937		1,937	1,766
Investment	-	322,800	322,800	1,212,773
GST receivable	259	-	259	1,273
	190,404	322,902	513,306	1,615,235
DUE FROM GENERAL FUND	-	129,000	129,000	356,532
	\$ 190,404	\$ 451,902	\$ 642,306	\$ 1,971,767
LIABILITIES AND NET ASSETS				
CURRENT LIABILITIES				
Accounts payable	\$ 1,959	\$ -	\$ 1,959	\$ 819,326
DUE TO RESTRICTED FUND	129,000	-	129,000	356,532
	130,959	-	130,959	1,175,858
NET ASSETS				
General fund	59,445	-	59,445	26,364
Restricted Fund	-	451,902	451,902	769,545
	59,445	451,902	511,347	795,909
	\$ 190,404	\$ 451,902	\$ 642,306	\$ 1,971,767

ON BEHALF OF THE SOCIETY

Ymboebernack Director
Linda Dais Director

The accompanying notes are an integral part of this statement

DRAYTON VALLEY HEALTH SERVICES FOUNDATION

Statement of Revenues and Expenses

Year Ended March 31, 2018

(Unaudited - See Notice to Reader)

	General Fund	Restricted Fund	2018 Total	2017 Total
REVENUE				
Donations	\$ 37,122	\$ 407,955	\$ 445,077	\$ 459,627
	37,122	407,955	445,077	459,627
EXPENSES				
Advertising and promotion	150	-	150	1,365
Equipment purchase	3,392	682,989	686,381	814,053
FDO expenses	1,279	-	1,279	478
Funding events expenses	-	42,609	42,609	47,500
GST expense	836	-	836	1,079
Interest and bank charges	1,112	-	1,112	1,264
Meals and entertainment	133	-	133	989
Office	3,087	-	3,087	3,860
Professional fees	1,789	-	1,789	1,550
Program expenses	-	-	-	3,885
Salaries and wages	49,385	-	49,385	48,232
Utilities	-	-	-	-
	61,163	725,598	786,761	924,255
EXCESS (DEFICIENCY) OF PROGRAM REVENUES OVER EXPENSES	(24,041)	(317,643)	(341,684)	(464,628)
OTHER INCOME				
GST refund	-	-	-	-
Grant income	48,000	-	48,000	13,050
Interest income	9,122	-	9,122	16,171
	-	-	-	-
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 33,081	\$ (317,643)	\$ (284,562)	\$ (435,407)

The accompanying notes are an integral part of this statement

DRAYTON VALLEY HEALTH SERVICES FOUNDATION
Statement of Changes in Net Assets
Year Ended March 31, 2018
(Unaudited - See Notice to Reader)

	General Funds	Restricted Fund	2018 Total	2017 Total
Balance, beginning of year	\$ 26,364	\$ 769,545	\$ 795,909	\$ 1,231,316
Excess (deficiency) of revenues over expenses	33,081	(317,643)	(284,562)	(435,407)
Balance, end of year	\$ 59,445	\$ 451,902	\$ 511,347	\$ 795,909

The accompanying notes are an integral part of this statement