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## Agenda

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Call to Order

National Anthem

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1.0	Additions to the Agenda	
2.0	Adoption of Agenda	
3.0	Corrections or Amendments:	
3.1.	August 29, 2018, Regular Meeting of Council Minutes	3-6
3.2.	September 5, 2018, Special Meeting of Council Minutes	7
4.0	Adoption of:	
4.1.	August 29, 2018, Regular Meeting of Council Minutes	
4.2.	September 5, 2018, Special Meeting of Council Minutes	
5.0	Proclamations	
5.1.	Alberta Development Officers Week September 24-28, 2018	8
5.2.	World Cerebral Palsy Day	10-13
6.0	Delegations / Administrative Updates	
6.1.	August RCMP Stats – Acting S/Sgt. Erin Matthews	87-94
7.0	Public Hearing	
7.1.	Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D	14
7.2.	Business License Amending (Cannabis Retail) Bylaw 2018/10/D	15
7.3.	Signage Amending (Cannabis) Bylaw 2018/11/D	16
7.4.	Cannabis-Free Public Places Bylaw 2018/12/P	17
8.0	Decision Items	Pages 18
8.1.	Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D, Presented for Second and Third Readings	18
8.2.	Business License Amending (Cannabis Retail) Bylaw 2018/10/D, Presented for Second and Third Readings	28
8.3.	Signage Amending (Cannabis) Bylaw 2018/11/D, Presented for Second and Third Readings	38
8.4.	Sale of Municipal Lands within the Town of Drayton Valley	45
8.5.	Asset Management Grant Application	60
8.6.	Emergency Medical Response Invoicing	63
8.7.	Eagle Point Blue Rapids Parks Council Request for Funding	65
8.8.	Family and Community Support Services (FCSS) Board Bylaw 2018/14/B	68
8.9.	Hemp Alliance	83

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**September 19, 2018**  
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9.0 Department Reports

9.1.	Engineering and Development CAO/Administration/Capital Project Update	Winston Rossouw
9.2.	Community Services and FCSS	Annette Driessen
9.3.	Emergency Services	Tom Thomson
9.4.	Corporate Services	Winston Rossouw

10.0 Council Reports

10.1.	Deputy Mayor Butz
10.2.	Councillor Ballas
10.3.	Councillor Peebles
10.4.	Councillor Dodds
10.5.	Councillor Gammana
10.6.	Councillor Wheeler
10.7.	Mayor Doerksen

11.0 Information Items

Pages 86-125

11.1.	Drayton Valley RCMP Stats – August 2018	87-94
11.2.	Drayton Valley / Brazeau County Fire Services Stats – August 2018	95-96
11.3.	Councillor Dodds' Conference Report	97-101
	<ul style="list-style-type: none"><li>• January – March 2018 – Regional Planning Course</li><li>• April 20, 2018 – Developing Western Canada's Hemp Industry</li><li>• July 18-19, 2018 – Pacific Rim Hemp Conference</li></ul>	
11.4.	2017-2018 North Saskatchewan Watershed Alliance Annual Report	102-125

12.0 Adjournment



## Meeting Minutes

### **THOSE PRESENT:**

Mayor Doerksen  
Councillor Ballas  
Deputy Mayor Butz  
Councillor Dodds  
Councillor Gammana  
Councillor Peebles  
Councillor Wheeler  
Winston Rossouw, Chief Administrative Officer  
Pam Livingston, Director of Corporate Services  
Annette Driessen, Director of Community Services

Tom Thomson, Fire Chief  
Kevin McMillan, Senior Financial Officer  
Sonya Wigglesworth, Acting Director of Engineering and Development  
Acting S/Sgt. Erin Matthews  
Rita Bijeau, Executive Assistant  
Mairi Smith, Revenue Manager  
Vishal Sharma, Network and Systems Administrator  
Laine Mitchell, CIBW Radio  
Members of the Public

### **ABSENT:**

### **CALL TO ORDER**

Mayor Doerksen called the meeting to order at 9:06 a.m.

**Deputy Mayor Butz entered the Meeting at 9:08 a.m.**

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

There were no amendments made to the August 29, 2018, Regular Meeting of Council Agenda.

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

##### **RESOLUTION #177/18**

Councillor Gammana moved to adopt the Agenda for the August 29, 2018, Regular Meeting of Council, as presented.

**CARRIED**

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

##### **3.1. August 8, 2018, Regular Meeting of Council Minutes**

There were no corrections or amendments to the August 8, 2018, Regular Meeting of Council Minutes.

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

##### **4.1. August 8, 2018, Regular Meeting of Council Minutes**

##### **RESOLUTION #178/18**

Councillor Dodds moved to adopt the Minutes of the August 8, 2018, Regular Meeting of Council, as presented.

**CARRIED**

**Regular Meeting of Council  
Minutes of August 29, 2018  
Page 2 of 4**

**5.0 Proclamations**

**5.1. Terry Fox Day, September 16, 2018**

Mayor Doerksen proclaimed September 16, 2018, as Terry Fox Day in the Town of Drayton Valley.

**6.0 Delegations / Administrative Updates**

**6.1. July RCMP Stats – Acting S/Sgt. Erin Matthews**

Acting S/Sgt. Erin Matthews presented information to Council regarding the RCMP statistics for July 2018 as well as provided Council information on systems within the Whitecourt detachment.

**Mr. Rossouw exited the Meeting at 9:18 a.m.**

**Mr. Rossouw returned to the Meeting at 9:20 a.m.**

**7.0 Decision Items**

**7.1. 2016 Property Tax Levy Refund Request**

**RESOLUTION #179/18**

Councillor Ballas moved that Council grants a property tax refund in the amount of \$10,961.64 to be applied to Tax Roll 26732000.

**CARRIED**

***Mayor Doerksen called a break at 11:58 a.m.***

***Mayor Doerksen reconvened the meeting at 12:09 p.m.***

**8.0 Department Reports**

**8.1. Engineering and Development/CAO/Administration/Capital Project Update**

Ms. Wigglesworth provided an update on the activities of Public Works, Utilities, Engineering, and Planning and Development.

Mr. Rossouw provided an update on budget planning and progress on capital and operational project.

**8.2. Community Services and FCSS**

Ms. Driessen provided an update for the Community Services department, confirming that the Brazeau Sports Park project will be carried over to 2019.

**8.3. Emergency Services**

Chief Thomson provided an update for Emergency Services,

**8.4. Corporate Services**

Ms. Livingston provided a detailed update on current project within the Corporate Services.

**9.0 Council Reports**

**9.1. Councillor Wheeler**

- Healthy Communities Coalition Committee Meeting
- Library Board Meeting

**9.2. Deputy Mayor Butz**

- Budget preparation

**Regular Meeting of Council  
Minutes of August 29, 2018  
Page 3 of 4**

**9.3. Councillor Ballas**

- August 8 – Regular Meeting of Council
- August 10 – Meeting with AUMA President Mayor Barry Morishita
- August 22 – Governance and Priorities Committee Meeting
- August 24 – Meeting with DV Thunder Executive
- August 28 – Meeting Brazeau County
- August 28 – Luncheon with Eagle Point Blue Rapids Parks Council Executive and Brazeau County

**9.4. Councillor Peebles**

- August 10 – Meeting with AUMA President Mayor Barry Morishita
- Hemp Alliance Meeting
- August 28 – Meeting Brazeau County
- August 28 – The Alberta Council of Technologies “Moonlight in the Meadows” Regional, All-industry Networking Event

**9.5. Councillor Dodds**

- August 10 – Meeting with AUMA President Mayor Barry Morishita
- August 21 – Meeting with the Drayton Valley Hospitality and Tourism Authority
- August 28 – Meeting Brazeau County

**9.6. Councillor Gammana**

- August 10 – Meeting with AUMA President Mayor Barry Morishita
- August 13 – Homelessness and Poverty Reduction Committee Meeting
- August 22 – Governance and Priorities Committee Meeting
- August 28 – Meeting Brazeau County
- August 28 – The Alberta Council of Technologies “Moonlight in the Meadows” Regional, All-industry Networking Event

**9.7. Mayor Doerksen**

- August 10 – Meeting with AUMA President Mayor Barry Morishita
- August 24 – Meeting with Brazeau County regarding the TELUS Safe City Initiative
- August 24 – Meeting with DV Thunder Executive
- August 28 – Meeting Brazeau County
- August 28 – The Alberta Council of Technologies “Moonlight in the Meadows” Regional, All-industry Networking Event

**10.0 Information Items**

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10.1 Drayton Valley RCMP Stats – July 2018

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10.2 Aquatic Facility Fund Development Strategy Committee Minutes – July 5, 2018

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10.3 Pembina Physician Recruitment and Retention Committee Minutes – June 26, 2018

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10.4 Sustainability Committee Minutes – June 25, 2018

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10.5 Mayor Doerksen's Conference Report – Federation of Canadian Municipalities Annual Conference – May 30-June 4, 2018

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10.6 Drayton Valley / Brazeau County Fire Services Stats – June / July 2018

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**RESOLUTION #180/18**

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

**CARRIED**

**11.0 Adjournment**

Mayor Doerksen adjourned the meeting at 10:20 a.m.

\_\_\_\_\_  
MAYOR

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



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## Meeting Minutes

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### **THOSE PRESENT:**

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

Winston Rossouw, CAO  
Rita Bibeau, Executive Assistant  
Jenn Stone, Records Management  
and Communications

### **ABSENT:**

#### **1.0 CALL TO ORDER**

Mayor Doerksen called the meeting to order at 3:01 p.m.

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

##### **RESOLUTION #181/18**

Councillor Peebles moved to adopt the Agenda for the September 5, 2018, Special Meeting of Council, as presented.

**CARRIED**

#### **3.0 Decision Items**

##### **3.1 Greenplanet Energy Analytics Expression of Interest**

##### **RESOLUTION #182/18**

Councillor Butz moved that Town Council approve Greenplanet Energy Analytics to submit, on behalf of the Town of Drayton Valley, an Expression of Interest (EOI) to Emissions Reduction Alberta for the development of a co-gen power plant in Drayton Valley.

*Councillor Gammana made a friendly amendment to add "...subject to due diligence by Administration prior to the Full Project Proposal being submitted if the EOI is successful." to the end of the Resolution. Deputy Mayor Butz accepted the friendly amendment.*

**CARRIED AS AMENDED**

#### **4.0 Adjournment**

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

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER



# Town of Drayton Valley

## Proclamation Request Form

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

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

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

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

Description of Proclamation requested:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Additional Information Provided

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please indicate any preference you have for meeting:

\_\_\_\_\_

\_\_\_\_\_

Please submit your request by:

**Fax:** 780.542.5753

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

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

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

# Town of Drayton Valley

## *Proclamation*

### **ALBERTA DEVELOPMENT OFFICERS WEEK**

**September 24-28, 2018**

A Development Officer is a current planning and development specialist with knowledge in current legislation, policy and bylaws, systems and technical requirements for physical development within communities in the Province of Alberta. A Development Officer enforces and administers land use regulations and policies on behalf of a municipality, and is designated to the position of Development Authority by the municipality as defined by the Municipal Government Act, RSA 2000, Chapter M-26.

**WHEREAS** the Alberta Development Officers Association, representing professional Development Officers in Alberta, endorses Alberta Development Officers Week to recognize sound development and planning practices and the contribution made by Development Officers to the quality of development within our communities and environment;

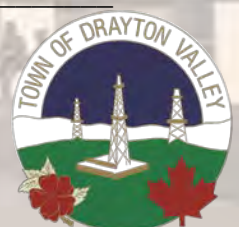
**AND WHEREAS** Alberta Development Officers Week helps us to publicly recognize the work of our municipal colleagues in planning and development for the improvement of the Town of Drayton Valley;

**AND WHEREAS** we recognize Development Officers and their commitment to public service; and

**NOW THEREFORE** I, Michael Doerksen, Mayor of the Town of Drayton Valley, do hereby proclaim September 24 to September 28, 2018, to be designated as Alberta Development Officers Week in the Town of Drayton Valley.

DATED at the Town of Drayton Valley,  
in the Province of Alberta,  
this 19<sup>th</sup> day of September, 2018.

Mayor Michael Doerksen



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# Town of Drayton Valley

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## *Proclamation*

### **World Cerebral Palsy Day**

**October 6, 2018**

**WHEREAS:** Cerebral palsy is a neuromotor disability, which is the most common, permanent, lifelong physical disability in childhood;

**WHEREAS:** Cerebral palsy affects an estimated 17 million people worldwide, in all levels of society and all levels of socioeconomic status;

**WHEREAS:** The Cerebral Palsy Association in Alberta (CPAA) is a leader in advocating for persons with disabilities and is the primary centre for providing programs, services, and information on treatments, resources, and services relating to cerebral palsy; and

**THEREFORE,** I hereby designate that October 6, 2018, be proclaimed World Cerebral Palsy Day in Drayton Valley, Alberta, Canada.

DATED at the Town of Drayton Valley,  
in the Province of Alberta,  
this 19<sup>th</sup> day of September, 2018.

---

Mayor Michael Doerksen





August 27, 2018

RECEIVED  
Aug 31/18 RB

Mayor Michael Doerksen  
Box 6837  
Drayton Valley, AB  
T7A 1A1

Dear Mayor Doerksen,

Since 2012, communities across Alberta have come together to recognize World Cerebral Palsy Day. This annual event is designed to raise public awareness about the serious challenges that remain for people affected by cerebral palsy.

To help us achieve this goal in communities across Alberta, we would like to request a proclamation of World Cerebral Palsy Day be made in your community to help us raise awareness locally and to mark this important event.

**World Cerebral Palsy Day is October 6, 2018** and if possible, we request the proclamation be made for this day.

Proclamations can be shared through social media and website, through local newspapers or magazines. **The Cerebral Palsy Association in Alberta services over 3900 members across the province, including Drayton Valley.** By proclaiming World CP Day in your community, we can work together to create a bright, more just and sustainable future for all Albertans; empowering men, women and children with cerebral palsy to love, learn, laugh and live as full citizens.

**Together we make a difference!**

The Cerebral Palsy Association in Alberta offers innovative opportunities for community inclusion, and takes a proactive stance in building capacity for persons with disabilities. Placing the utmost value on respect and dignity, the CPAA empowers members to live a Life Without Limits. Members have access to informed and compassionate support services, health and wellness activities and community advocacy.

Thank you for helping us to create a **Life Without Limits**, I look forward to hearing from you.

Respectfully,

Mezaun Lakha-Evin  
Associate Executive Director

**Cerebral Palsy Association in Alberta**  
12001 44 Street SE, Calgary, AB T2Z 4G9  
[www.cpalberta.com](http://www.cpalberta.com) 1-800-363-2807





### Our Mission

The CPAA makes a difference by enriching and supporting the lives of those with cerebral palsy and other disabilities.

Through our programs and services, we advocate and promote awareness, acceptance and understanding for persons with disabilities to live, learn and work in the community.



### Advocacy and Awareness

People with disabilities often face stigmas and challenges in affordable and accessible housing, transportation, health care and employment. The CPAA is a collaborative partner with government, disability agencies and the community in addressing these issues. We also advocate, monitor, research and identify policy risks, threats, vulnerabilities, trends and opportunities that may affect our clients.

The CPAA educates and raises awareness through partnerships with United Cerebral Palsy (UCP) and NeuroDevNet. We are a leader in global initiatives such as World CP Day and September.

### What is Cerebral Palsy?

Cerebral palsy (CP) refers to a group of disorders in the development of motor control and posture, occurring as a result of a non-progressive impairment of the developing central nervous system. The motor disorders of CP can be accompanied by disturbances of sensation, cognition, communication, perception, and/or seizure disorders.



### Programs and Services

The CPAA offers programs and services that help people with disabilities to play an active role in their communities. We offer programs in areas such as art, dance, music, yoga, horticulture, cooking and more. These classes provide essential social interaction and participation in healthy activities in nurturing environments.

### Support

Through our support services and advocacy, the CPAA is a valuable resource for families and persons with disabilities. The CPAA provides:

- Counselling services
- Funding request program
- Youth transition services
- Referrals and information
- Socialization groups

### Vacation without Limits

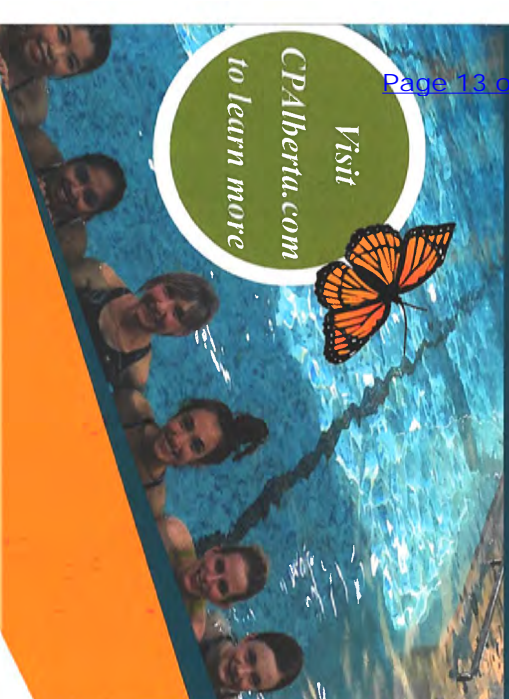
We have a custom-built home in Raymond Shores Resort on Gull Lake, AB that is completely accessible, at very reasonable rates, and open to families with or without disabilities.

## Giving Back

Whether it is the gift of time or money, your generous support helps the CPAA further our mission of creating a Life without Limits for people with disabilities.

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Visit  
[CPAlberta.com](http://CPAlberta.com)  
to learn more



## Recycling Program

Our donation bins, attended donation stations and home pickup options allow you to donate your clothing, household items, small electronics and recyclable beverage containers simply and easily. Your community or organization can also contact us to host a clothing drive!

## Volunteer

The CPAA would not be able to put on the calibre or number of events each year without the support of our many dedicated volunteers. Volunteers have a hand in empowering a Life without Limits for clients with cerebral palsy and other disabilities.

## Other Ways to Give

The programs and services we offer are made possible through the generosity of our donors and supporters. Your donation of a financial gift, event sponsorship, participation in our clothing or bottle recycling programs, makes our work possible. Thank you!

## CEREBRAL PALSY ASSOCIATION IN ALBERTA



### Life Without Limits Abilities Centre

12001 - 44 St SE  
Calgary, AB T2Z 4G9  
Phone: 403.543.1161  
Toll-Free: 1.800.363.2807  
Fax: 403.543.1168  
Email: [admin@cpalberta.com](mailto:admin@cpalberta.com)

### Edmonton

Phone: 780.477.8030  
Toll-Free: 1.888.477.8030  
[www.cpalberta.com](http://www.cpalberta.com)



## CEREBRAL PALSY ASSOCIATION IN ALBERTA



## Making a difference

by enriching and supporting the lives of those with cerebral palsy and other disabilities.



# **PUBLIC HEARING**

**September 19, 2018**

**9:00 A.M.**

**Council Chambers – Civic Centre**

## **1. DECLARE PUBLIC HEARING OPEN**

Bylaw No. 2018/09/D – Land Use Amending (Cannabis) Bylaw

## **2. PRESENT**

## **3. PURPOSE OF THE PUBLIC HEARING**

To receive comments, concerns, and questions from the public with regard to the proposed changes to the Town's Land Use Bylaw 2007/24/D to allow for:

- the retail sale of cannabis;
- setbacks for cannabis retail stores;
- conditions for approval of cannabis retail stores; and
- the operation of cannabis counselling businesses.

## **4. BACKGROUND**

The above Bylaw has received First Reading at the August 8, 2018 Regular Meeting of Council, and may receive Second and Third Readings today, depending upon the comments received at this Public Hearing. Notification of the Bylaw, requesting comments from the public, and advising them of the Public Hearing, has been done through advertising as per Town Bylaw 2018/07/A (Electronic Advertising Bylaw). To facilitate the Public Hearing process, any comments received (written or verbal) will be presented as a package at the time of the Public Hearing.

## **5. CALL FOR COMMENTS FROM THE FLOOR.**

## **6. CALL FOR COMMENTS OR WRITTEN SUBMISSIONS.**

## **7. DECLARE PUBLIC HEARING CLOSED.**

# **PUBLIC HEARING**

**September 19, 2018**

**9:00 A.M.**

**Council Chambers – Civic Centre**

## **1. DECLARE PUBLIC HEARING OPEN**

Bylaw No. 2018/10/D – Business License Amending (Cannabis) Bylaw

## **2. PRESENT**

## **3. PURPOSE OF THE PUBLIC HEARING**

To receive comments, concerns, and questions from the public with regard to the proposed changes to the Town's Business License Bylaw 2008/18/D to allow for the operation of:

- cannabis retail stores; and
- cannabis counselling businesses.

## **4. BACKGROUND**

The above Bylaw has received First Reading at the August 8, 2018 Regular Meeting of Council, and may receive Second and Third Readings today, depending upon the comments received at this Public Hearing. Notification of the Bylaw, requesting comments from the public, and advising them of the Public Hearing, has been done through advertising as per Town Bylaw 2018/07/A (Electronic Advertising Bylaw). To facilitate the Public Hearing process, any comments received (written or verbal) will be presented as a package at the time of the Public Hearing.

## **5. CALL FOR COMMENTS FROM THE FLOOR.**

## **6. CALL FOR COMMENTS OR WRITTEN SUBMISSIONS.**

## **7. DECLARE PUBLIC HEARING CLOSED.**

# **PUBLIC HEARING**

**September 19, 2018**

**9:00 A.M.**

**Council Chambers – Civic Centre**

## **1. DECLARE PUBLIC HEARING OPEN**

Bylaw No. 2018/11/D – Signage Amending (Cannabis) Bylaw

## **2. PRESENT**

## **3. PURPOSE OF THE PUBLIC HEARING**

To receive comments, concerns, and questions from the public with regard to the proposed changes to the Town's Signage Bylaw 2012/16/D to provide conditions for signage of cannabis-related businesses.

## **4. BACKGROUND**

The above Bylaw has received First Reading at the August 8, 2018 Regular Meeting of Council, and may receive Second and Third Readings today, depending upon the comments received at this Public Hearing. Notification of the Bylaw, requesting comments from the public, and advising them of the Public Hearing, has been done through advertising as per Town Bylaw 2018/07/A (Electronic Advertising Bylaw). To facilitate the Public Hearing process, any comments received (written or verbal) will be presented as a package at the time of the Public Hearing.

## **5. CALL FOR COMMENTS FROM THE FLOOR.**

## **6. CALL FOR COMMENTS OR WRITTEN SUBMISSIONS.**

## **7. DECLARE PUBLIC HEARING CLOSED.**

# **PUBLIC HEARING**

**September 19, 2018**

**9:00 A.M.**

**Council Chambers – Civic Centre**

## **1. DECLARE PUBLIC HEARING OPEN**

Bylaw No. 2018/12/P – Cannabis-Free Public Places Bylaw

## **2. PRESENT**

## **3. PURPOSE OF THE PUBLIC HEARING**

To receive comments, concerns, and questions from the public with regard to the proposed Bylaw to establish regulations regarding the consumption of cannabis in public within the Town of Drayton Valley.

## **4. BACKGROUND**

The above Bylaw has received First Reading at the August 8, 2018 Regular Meeting of Council, and may receive Second and Third Readings today, depending upon the comments received at this Public Hearing. Notification of the Bylaw, requesting comments from the public, and advising them of the Public Hearing, has been done through advertising as per Town Bylaw 2018/07/A (Electronic Advertising Bylaw). To facilitate the Public Hearing process, any comments received (written or verbal) will be presented as a package at the time of the Public Hearing.

## **5. CALL FOR COMMENTS FROM THE FLOOR.**

## **6. CALL FOR COMMENTS OR WRITTEN SUBMISSIONS.**

## **7. DECLARE PUBLIC HEARING CLOSED.**



## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Proposed Cannabis Bylaw for the Town of Drayton Valley</b> <ul style="list-style-type: none"> <li>• <b>Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D</b></li> </ul>
<b>MEETING DATE:</b>	September 19, 2018
<b>SUBMITTED BY:</b>	Jenn Martin, Planning & Development Officer

### PROPOSAL AND BACKGROUND:

Pursuant to the direction received from Council at the Special Meeting of Council held on June 28, 2018, Administration 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 on October 17, 2018.

First Reading of Land Use Bylaw Amendment (Cannabis Bylaw) 2018/09/D was given at the August 8, 2018, Regular Meeting of Council. The purpose of this Bylaw is to amend the Town of Drayton Valley's 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.

A Public Hearing was held earlier this morning to allow residents to provide their comments regarding the proposed Land Use Bylaw Amendment Bylaw 2018/09/D. Notice of the Public Hearing was placed on the Town's website, advertised on social media, and through the local newspaper pursuant to the *Municipal Government Act* Requirements. No written comments have been received and any and all additional comments were provided to Council during the Public Hearing this morning.

Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D is hereby presented to Council for Second and Third Readings with amendments.

**OPTIONS AND ALTERNATIVES, WITH ANALYSIS:**

- A. Give Second and Third Readings to of the attached Bylaw, as presented.
- B. Give Second Reading and make amendments to the attached Bylaw prior to giving Third Reading. This will allow Administration to make additional amendments pursuant to the comments received during the Public Hearing.
- C. Delay giving Second and Third Reading and direct Administration to undertake additional work or amendments to the attached Bylaw, with direction to bring the Bylaw back for Second and Third Reading. This will result in a delay in implementation of the Bylaw in consideration of the proposed legalization of cannabis on October 17, 2018. Any applications that are to be received after the legalization will be subject to the current Land Use Bylaw Amendment (Adult Business) 2012/25/D.

**BUDGET / RESOURCE IMPLICATIONS:**

There are no budgetary implications associated with giving Second and Third Reading to the proposed Bylaws.

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

By giving Second and Third Reading, Council allows for the implementation of Cannabis Retail Store operations within the Town of Drayton Valley effective October 17, 2018.

**POTENTIAL MOTIONS:**

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

**ATTACHMENTS:**

Attachment 1: Land Use Bylaw Amendment (Cannabis) Bylaw 2018/09/D

Report Prepared By:



Report Reviewed By:



Name: Jennifer Martin

Title: Planning & Development Officer

Name: Sonya Wrigglesworth

Title: Director of Engineering & Development

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*, 1<sup>st</sup> Sess, 42<sup>nd</sup> 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 is not permitted;
    - iii. where the sale of cannabis is not permitted; and
    - iv. that may include the ancillary retail sale or rental of cannabis accessories;
  - 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 on-site, 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 operated 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” after “tailoring,”.
  - 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 on-site 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 a 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 proposed 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 occupancy;
- 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 occupancy shall not occur 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 to the cannabis retail store from any lane or alley is strictly prohibited;
- 2.6.9 the site requires lighting, landscaping or screening measures that ensure the proposed development is compatible 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 8<sup>th</sup> day of August, 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



## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Proposed Cannabis Bylaw for the Town of Drayton Valley</b> <ul style="list-style-type: none"> <li><b>Business License Amending(Cannabis Retail) Bylaw 2018/10/D</b></li> </ul>
<b>MEETING DATE:</b>	September 19, 2018
<b>SUBMITTED BY:</b>	Jenn Martin, Planning & Development Officer

### PROPOSAL AND BACKGROUND:

Pursuant to the direction received from Council at the Special Meeting of Council held on June 28, 2018, Administration 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 on October 17, 2018.

First Reading of Business License Amending (Cannabis Retail) Bylaw 2018/10/D was given at the August 8, 2018 Regular Meeting of Council. The purpose of this Bylaw is to amend the Town of Drayton Valley's Business License Bylaw 2008/18/D, and amendments thereto, to include provisions for the retail sale of cannabis and cannabis products within the Town.

A Public Hearing was held earlier this morning to allow residents to provide their comments regarding the proposed Business License Amending Bylaw 2018/10/D. Notice of the Public Hearing was placed on the Town's website, advertised on social media, and through the local newspaper pursuant to the *Municipal Government Act* Requirements. No written comments have been received and any and all additional comments were provided to Council during the Public Hearing held earlier this morning.

Business License Amending (Cannabis Retail) Bylaw 2018/10/D is hereby presented to Council for Second and Third Readings with amendments.

**OPTIONS AND ALTERNATIVES, WITH ANALYSIS:**

- A. Give Second and Third Readings to of the attached Bylaw, as presented.
- B. Give Second Reading and make amendments to the attached Bylaw prior to giving Third Reading. This will allow Administration to make additional amendments pursuant to the comments received during the Public Hearing.
- C. Delay giving Second and Third Reading and direct Administration to undertake additional work or amendments to the attached Bylaw, with direction to bring the Bylaw back for Second and Third Reading. This will result in a delay in implementation of the Bylaw in consideration of the proposed legalization of cannabis on October 17, 2018. Any applications that are to be received after the legalization will be subject to the current Business License Bylaw 2012/25/D as well as Land Use Bylaw Amendment (Adult Business) 2012/25/D.

**BUDGET / RESOURCE IMPLICATIONS:**

There are no budgetary implications associated with giving Second and Third Reading to the proposed Bylaws.



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

By giving Second and Third Reading, Council allows for the implementation of Cannabis Retail Store operations within the Town of Drayton Valley effective October 17, 2018.

**POTENTIAL MOTIONS:**

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

**ATTACHMENTS:**Attachment 1: Business License Amending (Cannabis) Bylaw 2018/10/D

Report Prepared By:		Report Reviewed By:	
			
Name:	Jennifer Martin	Name:	Sonya Wrigglesworth
Title:	Planning & Development Officer	Title:	Director of Engineering & Development

Report Routed to Council By:




## **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*, 1<sup>st</sup> Sess, 42<sup>nd</sup> 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, and amendments thereto, 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~~ is not permitted;
  - iii. where the sale of cannabis ~~must not occur~~ is not permitted; and
  - iv. that may include the ancillary retail sale or rental of ~~merchandise~~ cannabis accessories;
- 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 on-site, 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. The definition of “Adult business” within Section 1 of Business License Amending Bylaw 2012/26/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).”
- 5. 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,

**Comment [ 1 ]:** I am concerned this may be overly broad. I presume this means they can only display the name of the business, with no indication what they sell and no way to see into the building. Won't people have to walk in then to see what they sell? How else will they know what "Joe's" sells. What if their name is "The Leaf" – doesn't that by its very nature indicate that cannabis is available? Some bylaws focus more on prohibiting depictions of the cannabis leaf etc.

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."

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

"26.5.3 Breach of any provisions in this Bylaw related to a 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**

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

8. When a word is used in the masculine or feminine it will refer to either gender.
9. Words used in the present tense include the other tenses and derivative forms.

**SEVERABILITY**

10. 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 8<sup>th</sup> day of August, 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

NOTE: Council has directed that Administration provide options for additional enforcement measures. Accordingly, this Bylaw will likely be amended prior to receiving Second Reading.



## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Proposed Cannabis Bylaw for the Town of Drayton Valley</b> • <b>Signage Amending(Cannabis) Bylaw 2018/11/D</b>
<b>MEETING DATE:</b>	September 19, 2018
<b>SUBMITTED BY:</b>	Jenn Martin, Planning & Development Officer

### PROPOSAL AND BACKGROUND:

Pursuant to the direction received from Council at the Special Meeting of Council held on June 28, 2018, Administration 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 on October 17, 2018.

First Reading of Signage Amending (Cannabis) Bylaw 2018/11/D was given at the August 8, 2018 Regular Meeting of Council. The purpose of this Bylaw is to amend the Town of Drayton Valley's Signage Bylaw 2012/16/D to include provisions for the use of signage retail sale of cannabis and cannabis products within the Town.

A Public Hearing was held earlier this morning to allow residents to provide their comments regarding the proposed Signage Amending Bylaw 2018/11/D. Notice of the Public Hearing was placed on the Town's website, advertised on social media, and through the local newspaper pursuant to the *Municipal Government Act* Requirements. No written comments have been received and any and all additional comments were provided to Council during the Public Hearing held earlier this morning.

Signage Amending (Cannabis) Bylaw 2018/11/D is hereby presented to Council for Second and Third Readings.

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

- A. Give Second and Third Readings to of the attached Bylaw, as presented.
- B. Give Second Reading and make amendments to the attached Bylaw prior to giving Third Reading. This will allow Administration to make additional amendments pursuant to the comments received during the Public Hearing.
- C. Delay giving Second and Third Reading and direct Administration to undertake additional work or amendments to the attached Bylaw, with direction to bring the Bylaw back for Second and Third Reading. This will result in a delay in installation of signage once a cannabis retail store is operational.

## **BUDGET / RESOURCE IMPLICATIONS:**

There are no budgetary implications associated with giving Second and Third Reading to the proposed Bylaws.

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

By giving Second and Third Reading, Council allows for the implementation of Cannabis Retail Store operations within the Town of Drayton Valley effective October 17, 2018.

## **POTENTIAL MOTIONS:**

Option A: That Council give Second Reading to proposed Signage Amending (Cannabis) Bylaw 2018/11/D, as presented.

That Council give Third Reading to proposed Signage Amending (Cannabis Retail) Bylaw 2018/10/D, as presented.

Option B: That Council give Second Reading to proposed Signage Amending (Cannabis) Bylaw 2018/11/D, with amendments to \_\_\_\_\_.

That Council give Third Reading to proposed Signage Amending (Cannabis) Bylaw 2018/11/D, with amendments to \_\_\_\_\_.

Option C: That Council table proposed Signage Amending (Cannabis) Bylaw 2018/11/D, with direction to Administration as to next steps.

**ATTACHMENTS:**

Attachment 1: Signage Amending (Cannabis) Bylaw 2018/11/D

Report Prepared By:



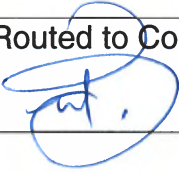
Report Reviewed By:



Name: Jennifer Martin  
Title: Planning & Development Officer

Name: Sonya Wigglesworth  
Title: Director of Engineering & Development

Report Routed to Council By:





**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*, 1<sup>st</sup> Sess, 42<sup>nd</sup> 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 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 is not permitted;
    - iii. where the sale of cannabis is not permitted; and
    - iv. that may include the ancillary retail sale or rental of cannabis accessories;
  - 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”, “Valley” 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 8<sup>th</sup> day of August, 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

## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Sale of Municipal Lands within the Town of Drayton Valley</b>
<b>MEETING DATE:</b>	September 19, 2018
<b>SUBMITTED BY:</b>	Jennifer Martin, Planning and Development Officer

### PROPOSAL AND BACKGROUND:

Following the August 22, 2018, discussion on Town Owned Lands, Administration has reviewed the Sale and Acquisition of Municipal Land Policy A-03-17 (Attachment 1) and prepared the following information for Council consideration regarding the lands owned at Lot 1, Block 165, Plan 162 2445 (Attachment 2).

In order to move forward in pursuing the sale of any lands of the Town the first step is for Council to declare the lands to be surplus. Following which Council will provide direction to the Chief Administrative Officer to dispose of the property by the following options:

- Invitation to tender or request for quotation
- Listing with a real estate broker
- Direct sale to the public
- Closed highway by way of
  - Invitation to tender or request for quotations
  - Listing with a real estate broker
  - Disposal at the set price of \_\_\_\_\_
  - Direct sale to an abutting landowner
- Alternative method of \_\_\_\_\_

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

Policy A-03-17 Sale and Acquisition of Municipal Land

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

Administration to proceed with the process set out in Policy A-03-17 Sale and Acquisition of Municipal Land.

**MOTION REQUESTED:**

Be it resolved that the Council of the Town of Drayton Valley declares the following Town-owned land to be surplus:



Lot 1  
Block 165  
Plan 162 2445  
Excepting thereout all mines and minerals

And further that the Chief Administrative Officer is hereby instructed to dispose of the said property pursuant to:


- ( ) invitation to tender or request for quotations
- ( ) listing with a real estate broker
- ( ) direct sale to the public
- ( ) closed highway by way of:
  - ( ) invitation to tender or request for quotations
  - ( ) listing with a real estate broker
  - ( ) disposal at the set price of \_\_\_\_\_
  - ( ) direct sale to an abutting landowner
- ( ) alternative method of \_\_\_\_\_

**ATTACHMENTS:**

Attachment 1: Policy A-03-17; Sale and Acquisition of Municipal Land  
Attachment 2: Map of Lot 1, Block 165, Plan 162 2445

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:


Subject:	Sale and Acquisition of Municipal Land Policy	Policy No.:	A-03-17	
Department:	Administration			
Approval Date:	Sept. 13, 2017	Review Date:		
Associated Policies:				

## Sale and Acquisition of Municipal Land Policy

### Purpose

The purpose of this Policy is to establish the practice to be implemented by the Town of Drayton Valley (hereinafter referred to as the "Town") for the sale and acquisition of viable, developable and surplus land, and for giving notice of any such proposed activity.

### Definitions

1. Within this Policy the following definitions shall apply:
  - 1.1 *acquisition* means the purchase or receipt of land;
  - 1.2 *appraisal* means a valuation of the market value of land;
  - 1.3 *Chief Administrative Officer (CAO)* means the individual appointed by Council to the position of the Town's Chief Administrative Officer or his or her designate;
  - 1.4 *land* includes undeveloped or developable lands and improvements thereto;
  - 1.5 *market value* means a current and/or likely price which land should bring in a competitive and open market as of a specified date under all conditions requisite to a fair sale, the buyer and seller each acting prudently, knowledgeably and in their own best interests and assuming the price is not affected by undue stimulus;
  - 1.6 *notice* means notification provided to the public in accordance with the Town's policies, or any such Bylaw that shall follow thereafter;

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- 1.7 *reserve land* means land held in the name of a public entity, such as the municipality, and which is held for the purposes of environmental reserves, school reserves, community services reserves, municipal reserves, or municipal and school reserves;
- 1.8 *sale* means an unconditional agreement of purchase of municipally-owned lands accepted by the Town;
- 1.9 *surplus land* means land which is not required for municipal purposes, as determined by Council; and
- 1.10 *viable land* means a parcel of land, which, on its own, would be eligible for a Development Permit.

### **General Policy – Sale of Lands**

#### **2. Declaration of Disposal of Land**

- 2.1 Prior to selling any land, Council shall, by a resolution consistent with the form attached to this Policy as Schedule "A", declare the land to be surplus to the needs of the Town.

#### **3. Prerequisites for Sale Land**

- 3.1 For land with an estimated market value of fifty thousand dollars (\$50,000) or more, at least one (1) independent appraisal will be obtained. An appraisal or Letter of Opinion of the market value of the land shall be obtained from an independent qualified appraiser who may be a registered member in good standing of the Appraisal Institute of Canada.
- 3.2 Before selling any land, the Town shall publish a notice by way of posting on the Town's website and publishing in at least one (1) newspaper of general circulation at least twenty (20) days. Additional notice, including publication in newspapers which provide general distribution within or beyond the geographic area of the Town, may be considered and directed by the CAO.
- 3.3 The Town may give notice no later than twenty (20) days prior to the selling of the land, and may include the following:
- a brief description of the reason for the sale of the land;

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- b. the proposed date of the land sale and/or the date, time and location of the meeting where Council will consider the land sale;
- c. legal description, municipal address and/or key map which in the opinion of the CAO is sufficient to identify the lands to be sold;
- d. when and where information pertaining to the land sale will be available for public viewing; and
- e. name and contact information of the person handling the land sale and/or the deadline for any written submissions to the Town.

3.4 Before selling any land, the Town may obtain or require a Real Property Report from a qualified Alberta Land Surveyor in accordance with the laws of the Province of Alberta. Council may, by resolution, waive this requirement if a Real Property Report is available.

3.5 Sale of the land will be at or within ten per cent (10%) of market value, or equivalent consideration, unless Council, or the CAO as authorized, directs otherwise.

3.6 Before selling any land, the Town may obtain input from any other agencies, as may be required by law.

#### 4. Method of Sale

4.1 Council shall determine the appropriate method of sale for each parcel of land declared surplus and/or viable. Based on the method chosen, the following procedures may be followed:

- a. where the method of sale is by Tender or Quotation, the Town may:
  - i. estimate the costs incurred or required to dispose of the land including appraisal, public notice, Real Property Report, legal fees, realty fees, encumbrances, improvements or such other costs associated with the land sale;
  - ii. determine a reserve bid amount based on the market value plus estimated costs above;

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- iii. prepare an Invitation to Tender or Request for Quotations;
  - iv. include in all Invitations to Tender or Request for Quotations the statement that 'the highest or any offer may not necessarily be accepted'; and
  - v. give notice by way of posting on the Town's website and publishing in at least one (1) newspaper of general circulation at least twenty (20) days prior to the date when the Tenders or Quotations will be considered by Council.
- b. where the method of sale is by way of a Real Estate Broker Listing, the Town may:
  - i. invite proposals from not less than three (3) Real Estate Brokers operating in the Town. Said proposals are to include a recommendation to Council on the listing price based on an evaluation of the market value of the land, the proposed term of the Listing Agreement, services to be provided, and the real estate commission payable by the Town;
  - ii. select a Real Estate Broker and enter into a Listing Agreement. Ensure that the real estate agent lists the land for sale on the Multiple Listing Service; and
  - iii. ensure that all prospective purchasers are made aware that 'the highest or any offer may not be necessarily be accepted'.
- c. should Council determine to dispose of the land by Direct Sale to the Public, the following shall apply:
  - i. costs incurred or anticipated to dispose of the land such as appraisal, public notice, Real Property Report, Compliance Certificate, legal fees, realty fees, encumbrances, improvements or such other costs associated with the land sale, shall be established;
  - ii. an estimated purchase amount shall be established which shall not be less than or higher than the appraised value plus the additional costs referred to in Clause 4.1 c. i. above;

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- iii. notwithstanding the foregoing, Council may accept an amount less or higher than the estimated purchase amount; and
  - iv. the CAO shall be authorized to act as agent for the Town in the sale of surplus land.
- d. where the land is a Closed Highway, or is being closed under the provisions of the *Municipal Government Act*, the Town may:
  - i. estimate the costs incurred or required to close and/or sell the highway, including public notice, Real Property Report, Compliance Certificate, legal fees, realty fees, encumbrances, improvements or such costs associated with the closure and the land sale;
  - ii. determine a sale price based on the market value of the land plus estimated costs as noted above;
  - iii. the Town may, at its sole discretion, place a nominal value on land where the purpose of the road closure and sale is to resolve a long standing encroachment on the highway or to bring a pre-existing building into compliance with the Town's Land Use Bylaw;
  - iii. where the purpose of the proposed road closure and sale is to permit development of the lands, the Town shall determine the market value of the lands in a manner consistent with the Appraisal section of this Policy;
  - iv. give notice in the same time, form and method as set out herein, or in such other Policy or procedure as Council may approve, for the purpose of giving notice of the permanent closure of a road under the *Municipal Government Act*;
  - v. where the sale of the road is being carried out in conjunction with a road closure, the Notice of Intent may be issued for both purposes provided that the form of the notice references both the closure and sale of the highway;

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- vi. establish any special terms or conditions of the sale; and
- vii. Council may reserve the right to adjust the sale price where, in the opinion of Council, it is in the best interests of the Town to do so.
- e. where an Alternative Method of sale is used, Council may provide for:
  - i. a determination of the sale price based on the appraisal of the market value and any costs associated with the proposed method of sale;
  - ii. the method of public notice;
  - iii. where, when and who will receive the offers or bids;
  - iv. any terms and conditions of the sale; and
  - iv. Council may reserve the right to adjust the sale price where, in the opinion of Council, it is in the best interest of the Town to do so.

## 5. In-Camera Session

- 5.1 All tenders, quotations or offers shall be presented to Council in an in-camera session for deliberation, in accordance with the *Municipal Government Act* and the *Freedom of Information and Protection of Privacy Act*, unless Council direction has been given to staff to negotiate the sale within certain terms or an alternative method of sale is approved by Council.

## 6. No Further Notice Required

- 6.1 If a final decision is not made at the Council meeting specified in a notice given under this Policy, and Council refers consideration of the matter to a future Council or Committee meeting for discussion, no further notice is required provided that a resolution is passed indicating Council's decision to defer the matter to a future meeting.

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- 6.2 The provisions of this section shall also apply to any further referrals of the matter, including a Committee recommendation to Council.
- 6.3 Notwithstanding the above, a land sale may not be invalidated on the basis that Council or a Committee failed to pass a resolution or that a resolution failed to specify to which meeting the matter was referred, provided that a public statement was made of the Town's intent to continue its deliberations on the matter.

## 7. Land Transactions

- 7.1 Transfers will be done in a manner consistent with accepted conveyancing practices, and in accordance with all applicable federal and provincial legislation and municipal Bylaws and Policies.
- 7.2 The CAO or designate has the authority to extend or abridge the closing date or extend or abridge the timeframes on any conditions previously approved by Council, or CAO as authorized, on any transfer, provided such extension or abridgement does not change the original intent of the approved transfer.
- 7.3 The Town is under no obligation by virtue of a sale of land to grant any approvals, including approvals for changes to the Municipal Development Plan, an Area Structure Plan, or zoning, or with respect to site plan control, minor variances, and Building Permits, or to support approvals required by any other approval authority, which may be necessary for any contemplated use of the land by the purchaser.

## 8. Unserviced Land

- 8.1 Land located in areas lacking access to municipal services will be retained by the Town until such time as services are available except as provided in 8.2.
- 8.2 In the event of a special circumstance involving the potential disposal of unserviced land, the CAO will bring the issue to Council for consideration, with recommendations for servicing requirements which may form a condition of the sale of the land.

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## 9. Reserve Lands

- 9.1 There will be no sale or transfer of lands designated as "reserve" without Council approval.
- 9.2 Subject to section 9.1, sale or transfer of reserve land, or land of environmental significance requires:
- compliance with the *Municipal Government Act*;
  - satisfaction of the Town's Municipal Development Plan;
  - satisfaction of any applicable Area Structure Plan; and
  - the implementation of appropriate measures to protect the significant natural features, if necessary.

## 10. Records, Forms and Attachments

- 10.1 Filing and retention of records related to disposals will be in accordance with legislative requirements, guidelines of governing and professional bodies and Town Policy.

## 11. Exemption

- 11.1 Should:
- land use zoning be appropriate;
  - previous activity on the land show consistency of intent;
  - it serve to increase assessment or the economic base of the Town;
  - the requirement for a timely decision dictate that the matter cannot be brought before Council;
  - it result in an economic benefit to the Town in terms of revenue; and
  - the valuation, conducted by an established third party, be within a ten per cent (10%) margin of a proposed offer;

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then, at the discretion of the CAO, and subject to reporting at the next Council meeting, the CAO shall hereby have the authority to enter into an Agreement for Sale for surplus land.

- 11.2 Should a parcel of land which has previously been offered for sale via any of the above methods, but which remains unsold, become the subject of an Offer to Purchase, the CAO shall have the authority to negotiate the sale of that parcel, subject to proper financial guidelines on land valuation.

## **General Policy – Acquisition of Lands**

### **12. Basis for Acquisition**

12.1 From time to time the Town may have the opportunity to purchase or receive land. In making a presentation and/or recommendation to Council regarding a potential acquisition of land, Administration shall be required to provide the defined purpose or rationale for the acquisition. In articulating the options available to Council, Administration shall take these factors into consideration:

- a. the land's proximity or contiguous location to municipally-owned lands;
- b. the importance of the property to municipal operations;
- c. the requirement for the land to establish setbacks or buffering;
- d. the importance of the property to water quality;
- e. the proposal for development, if applicable, and if the Town will act as developer;
- f. the support for acquisition from neighbours, land conservation organizations, the provincial or federal governments, and others;
- g. the financial resources available to acquire and pay expenses for the property;
- h. the likely use of the property if it is not acquired by the Town;

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- i. the trade or sale value of the property;
  - j. the historical relevance of lands, including heritage buildings or other fixtures of historical significance
  - k. the property being consistent with long term planning of the Town;.
- 12.2 The acquisition of lands for the purposes of roads, highways, expropriation and utility rights-of-way shall be exempted from the above provisions, provided that consideration has been given through budgetary processes.
- 12.3 Receipt of lands as donation or as a requirement of subdivision pursuant to the Part 17, Division 8 of the *Municipal Government Act*, RSA 2000 and shall be exempted from this Policy and governed by the *Municipal Government Act*.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
September 13, 2017  
Approval Date

Subject:	Sale and Acquisition of Municipal Land Policy	Page:	11 of 11
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**SCHEDULE "A"**  
**SALE OF DEVELOPABLE MUNICIPAL LAND POLICY**  
**FORM OF RESOLUTION – DECLARING THE LAND TO BE SURPLUS**

Be it resolved that the Council of the Town of Drayton Valley declares the following Town-owned land to be surplus:

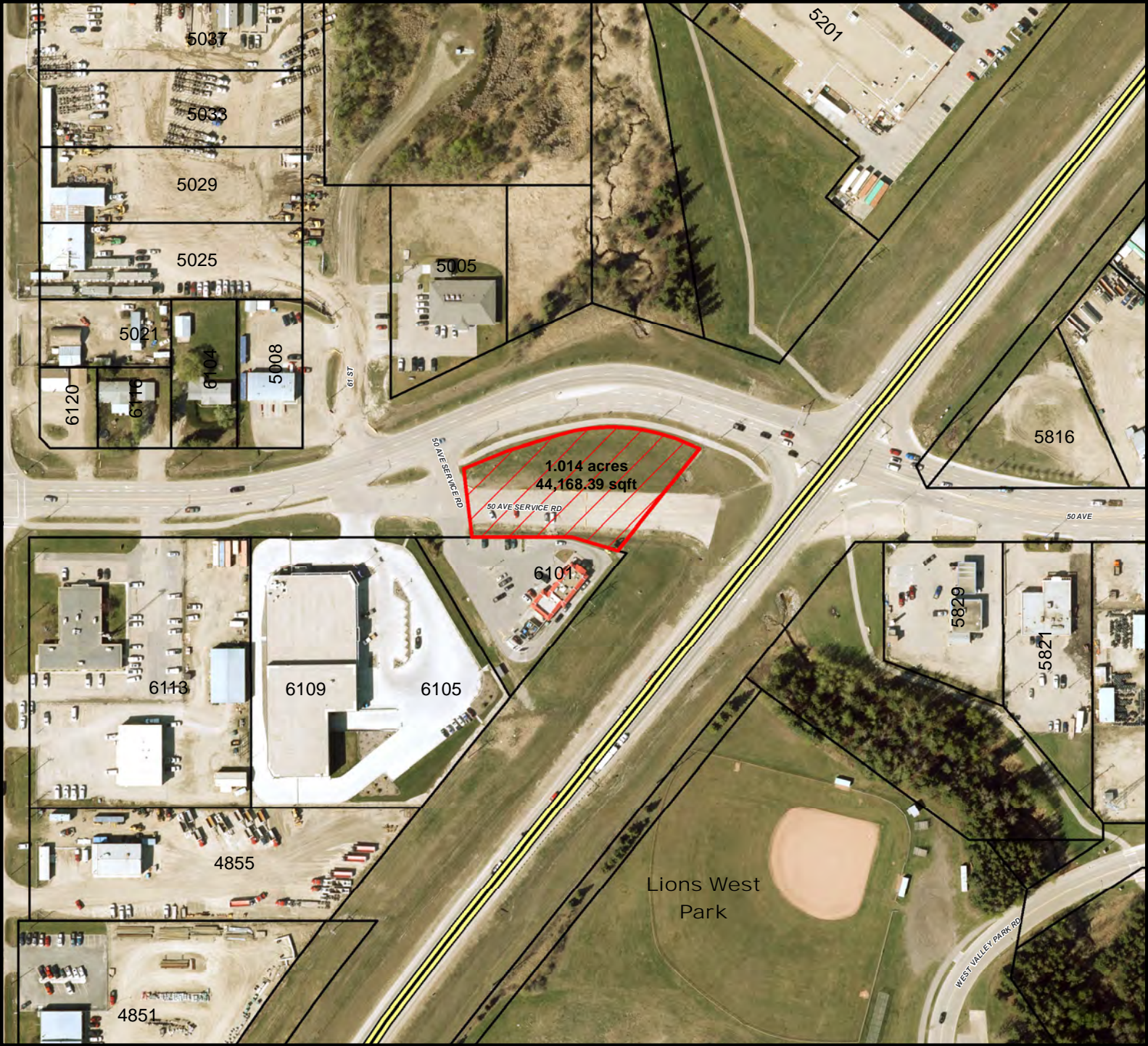
Lot \_\_\_\_\_  
 Block \_\_\_\_\_  
 Plan \_\_\_\_\_  
 Excepting thereout all mines and minerals

Or

\_\_\_\_\_ of section \_\_\_\_\_ - township \_\_\_\_\_ - range \_\_\_\_\_ -W5M

And further that the Chief Administrative Officer is hereby instructed to dispose of the said property pursuant to:

- ( ) invitation to tender or request for quotations
- ( ) listing with a real estate broker
- ( ) direct sale to the public
- ( ) closed highway by way of:
  - ( ) invitation to tender or request for quotations
  - ( ) listing with a real estate broker
  - ( ) disposal at the set price of \_\_\_\_\_
  - ( ) direct sale to an abutting landowner
- ( ) alternative method of \_\_\_\_\_



Town of Drayton Valley  
Attachment 2A:  
Overview  
Lot 1 Block 165 Plan 162 2445

Sept. 12, 2018

- Primary Highway
- Secondary Highway
- Town Parcels
- Lot 1 Block 165 Plan 162 2445

0 15 30 Meters

Scale:1:2,500

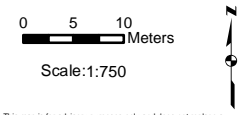


This map is for advisory purposes only and does not replace a legal land survey. It is based on data sources deemed reliable but the Town of Drayton Valley is not responsible for errors or



Town of Drayton Valley  
Attachment 2B:  
Lot 1 Block 165 Plan 162 2445  
Sept. 12, 2018

- Hydrants
- Valves And CC's**
- Opened
- Closed
- CC
- Water Nodes**
- Other: Bend, Cross Hyd. valve, Tee, Wye
- Connection
- Plug
- Sanitary Nodes**
- Other: Plug, Meter, Bend, Tee
- Manhole
- Connection
- Valve
- Lift Station
- Discharge Outfall
- Storm Node**
- Other: Bend, Connection, Plug
- CB Manhole
- Catch Basin
- Manhole
- Outfall
- Water Main Grid**
- Trunk
- Main
- Service Lateral
- Hydrant Lead
- Sanitary Grid**
- Force Main
- Main
- Service Lateral
- Storm Grid**
- Catch Basin Lead
- Main
- Service Lateral
- Culvert
- Lot 1 Block 165 Plan 162 2445
- Developable Land





## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Asset Management Grant Application</b>
<b>MEETING DATE:</b>	September 19, 2018
<b>SUBMITTED BY:</b>	Erin Felker, Asset Management Coordinator

### PROPOSAL AND BACKGROUND:

With the changes to the *Municipal Government Act* (MGA), specifically regarding long range planning and budgeting, it is important to have a holistic understanding of the Town's assets and liabilities. For this reason, Administration is bringing forward a grant option through the Federation of Canadian Municipalities (FCM). With the recent onboarding of our Asset Management Coordinator the Town is now in a position to take large steps forward in asset data collection, data management, and ultimately, improved capital and maintenance planning.

The Municipal Asset Management Program (MAMP) provides funding for projects that will help communities enhance their asset management practices. Funding is available for up to 80 percent of total eligible project costs, to a maximum of \$50,000. Upon notice of approval, the projects must be completed within 11 months. The deadline to apply is October 23, 2018. The grant application requires a funding commitment and resolution of Council in order to proceed. Therefore, Administration is requesting that Council authorize Administration to proceed with the grant application. Additional funding will support the project and reduce the startup cost for the software and data collection, validation, and entry.

### OPTIONS AND ALTERNATIVES, WITH ANALYSIS:

- A. Council approves the motion as presented in order to apply for the FCM MAMP grant.
- B. Council do not approves the motion as presented and the opportunity to receive FCM MAMP may be lost.

### BUDGET / RESOURCE IMPLICATIONS:

The cost of the Asset Management Project in 2019 is estimated at \$328,800. The portion of the project identified in the grant application, to be completed in 11 months, is estimated at \$100,000. The FCM grant would likely return up to \$50,000, if successful. Recognizing that Council is planning on undergoing its 2019 budget deliberations, Administration would recommend that the funding commitment be for the estimated \$100,000 which is costs associated to data collection and software applications. The remainder of the estimated asset management budget portfolio approval would be discussed during the 2019 budget deliberations.

**RECOMMENDATION:**

Administration recommends Council authorize Administration to proceed with the grant application and confirmation of a funding commitment for \$100,000.

**IMPLICATIONS OF RECOMMENDATION:**

If the FCM MAMP grant is successful, the Town will be expected to complete the work identified in the grant application within 11 months. Barring unforeseen circumstances, Administration believes this work is able to be completed within this timeline.

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

The Community Sustainability Plan identifies the strategy to implement a municipal asset management program. The Asset Management Policy TF-02-18 ensures recognition of asset management practices which support the delivery of sustainable municipal services that facilitate the building of a resilient community. This policy assigns Council the responsibility to approve appropriate asset management funding for maintaining all current and future-acquired assets.

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

Continual progress will be made to improve the quality and consistency of the Town's asset management practices and procedures. The funding application, if successful, accelerates the progress and improves information available for decision making by Council and staff, relating to assets which deliver services to residents.

**MOTION REQUESTED:**

- A. That Council authorizes Administration to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program for the Asset Management solution.

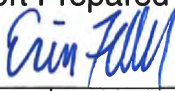
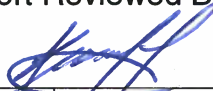
AND

That the Town of Drayton Valley commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- Asset Management Data Gathering and Validation;
- Asset Condition Assessments; and
- Asset Management System Data Entry.

AND


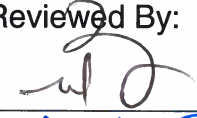
That the Town of Drayton Valley commits up to \$100,000 from its 2019 budget toward the costs of this initiative.

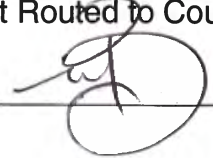
Report Prepared By:		Report Reviewed By:	
			
Name:	Erin Felker	Name:	Leonard Rogers
Title:	Asset Management Coordinator	Title:	Information Services Manager

Report Routed to Council By:


## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Emergency Medical Response Invoicing</b>
<b>MEETING DATE:</b>	<b>September 19, 2018</b>
<b>SUBMITTED BY:</b>	Tom Thomson
<b>PROPOSAL AND BACKGROUND:</b>	
<p>As per information presented during the Closed Session portion of the Joint Council Meeting on August 27, 2018 in regards to the Fire Service and Emergency Medical Response, the department is bringing forward to Council a request for decision.</p> <p>Brazeau County Council approved a motion to direct the Fire Service to bill the Province for all medical emergency responses and associated costs during their April 3, 2018, Meeting of Council.</p>	
<b>RECOMMENDATION:</b>	
<p>That Council provides direction on their desire to invoice Alberta Health Services for Emergency Medical Response by the fire service.</p>	
<b>IMPLICATIONS OF RECOMMENDATION:</b>	
<p>A decision will assist the fire service to move this item forward.</p>	
<b>FOLLOW-UP ACTION (PUBLIC ENGAGEMENT, COMMUNICATIONS STRATEGY, AND IMPLEMENTATION):</b>	
<p>Should Council approve invoicing Alberta Health Services (AHS), than a letter with an invoice will be sent to AHS for payment.</p>	
<b>POTENTIAL MOTIONS:</b>	
<ol style="list-style-type: none"> <li>1. I move that Council approve the invoicing for all medical assist calls to Alberta Health Services.</li> <li>2. I move that Council approve the invoicing to Alberta Health Services for medical calls in which the Fire Service arrived on scene prior to EMS.</li> </ol>	

Report Prepared By: 		Report Reviewed By: 	
Name:	Tom Thomson	Name:	Winston Rossouw
Title:	Fire Chief	Title:	CAO

Report Routed to Council By: 
----------------------------------------------------------------------------------------------------------------



## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Eagle Point Blue Rapids Parks Council Funding Request</b>
<b>MEETING DATE:</b>	September 19, 2018
<b>SUBMITTED BY:</b>	Administration on behalf of Council

### PROPOSAL AND BACKGROUND:

Following the presentation by the Eagle Point Blue Rapids Parks Council to both the Town of Drayton Valley and Brazeau County on August 27, 2018, a letter was received

Council received a letter, dated August 30, 2018 (Attachment 1), from the Eagle Point Blue Rapids (EPBR) Parks Council requesting consideration of a \$3.00 per resident funding from the Town of Drayton Valley for a period of three (3) years, 2018-2020. A similar request was made to Brazeau County and the following Resolutions were passed during its September 4, 2018, Council Meeting:

**0913/18-09-04** Moved by A. Heinrich that Council inform the Park's Council that Brazeau County will not fund the \$3.00 per capita request.

**CARRIED UNANIMOUSLY**

**0914/18-09-04** Moved by H. Swan that Brazeau County act collaboratively with its municipal neighbour the Town, and community organizations in lobbying the Province for sustainable funding for the EPBR.

**CARRIED UNANIMOUSLY**

### BUDGET / RESOURCE IMPLICATIONS:

The population of Drayton Valley, according to the 2016 Canadian Census is 7,235. Therefore, the 2018 funding request would be a total of \$21,705.00 and attributable to the "Grants to other Organizations" code of which a variance would be required for the total amount.

### RECOMMENDATION:

Administration is recommending that Council consider and vote on providing per capita funding for the 2018 calendar year only and defer the 2019 and 2020 funding request to the budget planning process. This would ensure that there is appropriate consideration to all funding aspects of the 2019-2021 Budget and follow the process laid out.

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

The EPBR Parks Council will be notified of Council's decision.

**POTENTIAL MOTION:**

1. That Council grant funding to Eagle Point Blue Rapids Parks Council in the amount of \_\_\_\_\_ for the 2018 calendar year, from the "Grants to other Community Organizations".

AND

That Council defer the 2019-2020 per capita funding request from Eagle Point Blue Rapids Parks Council to the 2019-2021 budget planning.



2. That Council decline the request for funding of \$3.00 per capita to Eagle Point Blue Rapids Parks Council.

AND

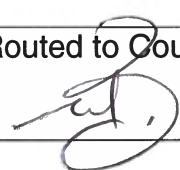
That Council advocate to the Province for a sustainable funding model for the Eagle Point Blue Rapids Parks Council collaboratively with Brazeau County and the Parks Council.

**ATTACHMENTS:**

Attachment 1: August 30, 2018, Letter from EPBR

Report Prepared By:		Report Reviewed By:	
			
Name:	Rita Bijean	Name:	Winston Rossouw
Title:	Executive Assistant	Title:	Chief Administrative Officer

Report Routed to Council By:





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

RECEIVED  
30 Aug 2018  
cc Winston

August 30, 2018

Dear Mayor Doerksen and Council,

On behalf of the Eagle Point-Blue Rapids Parks Council I would like to extend my thanks to you for attending our presentation at the Pembina Nordic Ski Club on Tuesday, August 28, 2018. We sincerely appreciate your involvement and past support of the Parks Council.

As was illustrated at our presentation, the Parks Council is at a crossroads. Long term sustainability is going to require support from our municipalities as well as some creative and innovative solutions. The plan exists for sustainability; however, it will require a commitment from our municipality. The request of \$3 per resident, for three years (approximately \$63,000 total) is a modest investment that will have significant impact on the quality of life of Drayton Valley citizens and will provide us time to get long term, sustainable initiatives, operational. The Rotary Pembina Nordic Education and Event Centre, which you so generously funded, is part of that long term vision. The utilization of that facility as a regional hub for Environmental Education will not only benefit the sustainability of the Parks Council but will also contribute to the economic diversification of the Drayton Valley area.

The Eagle Point-Blue Rapids Parks Council is a homegrown asset to this community and a unique entity in this province. Our capacity to leverage community, corporate and government resources, has a proven track record. As was mentioned in the meeting, Parks Council has raised or leveraged almost \$5 million since 2007. Those resources have gone into enhanced facilities, recreational development, watershed protection, educational programming and community partnerships. Previous Town of Drayton Valley Councils have had the vision to be supportive of this organization and recognize the value it brings to the community.

Thank you for your efforts and commitment to serving the citizens of Drayton Valley. Public service is challenging, particularly when resources have to be stretched, however in utilizing the efforts and commitment of organizations that align with your priorities, great things can be achieved!

Kindest regards,

Sandra Bannard  
Executive Director



## COUNCIL REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Family and Community Support Services (FCSS) Board Bylaw 2018/14/B</b>
<b>MEETING DATE:</b>	September 19, 2018
<b>SUBMITTED BY:</b>	Lola Strand, FCSS Program Manager

### PROPOSAL AND BACKGROUND:

Town of Drayton Valley Bylaw 98-14 (Attachment 1) establishes the Drayton Valley and District Family and Community Support Services (FCSS) Board and sets out the duties and responsibilities of the Board. Several sections of Bylaw 98-14, however have become outdated and administration is recommending the adoption of a new Bylaw. The Proposed FCSS Board Bylaw 2018/14/B (Attachment 2) includes the following updates:

- the funding agreement with Parkland County outlining an extension to FCSS's area of service;
- reference to the Drayton Valley and District FCSS Strategic Plan;
- revised procedures to better reflect the current operation of the Board; and
- corrected names of all member authorities.

The Proposed FCSS Board Bylaw 2018/14/B was reviewed by the FCSS Board on March 27, 2018, and the following resolution was passed:

Motion (18-08) made by Sarah Peltier and seconded by Ethel Mankow:

"The FCSS Board recommends that the proposed FCSS Bylaw be forwarded to Town Council for approval."

Therefore, Administration is presenting Proposed Bylaw 2018/14/B to Council for its consideration and repealing Bylaw 98-14.

### OPTIONS AND ALTERNATIVES, WITH ANALYSIS:

1. That Council provides all three Readings in one sitting. This allows for the Bylaw to come into effect sooner and before any current members' term expires
2. That Council separates the Readings between multiple meetings of Council. This would allow for an opportunity to engage the community and provide education regarding the FCSS Bylaw

**BUDGET / RESOURCE IMPLICATIONS:**

The honorariums paid to Board members are considered within the departmental budgets. Accordingly, there are no additional budgetary implications.

**RECOMMENDATION:**

Administration recommends that Council provides all three Readings in one sitting which will need to be approved by unanimous Resolution of Council prior to the Third Reading.

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

The new FCSS Bylaw will ensure governance processes are set out clearly, precisely and in accordance with the Municipal Government Act (MGA) and the Family and Community Support Services Act.

The goals and strategies adopted in the Drayton Valley and District FCSS Strategic Plan support the achievement of several goals in the Social Development Plan including:

- a responsible, responsive and resilient community;
- a caring and inclusive community; and
- a distinctive and livable community.

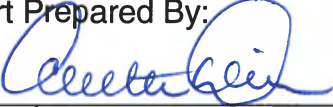

**FOLLOW-UP ACTION (PUBLIC ENGAGEMENT, COMMUNICATIONS STRATEGY, AND IMPLEMENTATION):**


Bylaw 2018/14/B - Family and Community Support Services (FCSS) Board will become a part of the new FCSS Board member orientation package.

**POTENTIAL MOTIONS:**

1. That Council give First Reading to Bylaw 2018/14/B – Family and Community Support Services (FCSS) Board  
Motion 2  
 That Council give Second Reading to Bylaw 2018/14/B – Family and Community Support Services (FCSS) Board  
Motion 3  
 That Council gives consideration to Third and Final Reading to Bylaw 2018/14/B – Family and Community Support Services (FCSS) Board  
Motion 4  
 That Council give Third and Final Reading to Bylaw 2018/14/B - Family and Community Support Services (FCSS) Board
2. That Council give First Reading to Bylaw 2018/14/B - Family and Community Support Services (FCSS) Board  
Motion 2  
 That Council give Second Reading to Bylaw 2018/14/B - Family and Community Support Services (FCSS) Board  
Motion 3  
 That Council table Third Reading of Bylaw 2018/14/B - Family and Community Support Services (FCSS) Board to \_\_\_\_\_.

**ATTACHMENTS:**Attachment 1: Town of Drayton Valley Bylaw 98-14Attachment 2: Bylaw 2018/14/B - Family and Community Support Services (FCSS) Board

Report Prepared By:		Report Approved By:	
			
Name:	Annette Driessen	Name:	Winston Rossouw
Title:	Director of Community Services	Title:	Chief Administrative Officer

Report Approved for Council By:	
	
Name:	
Title:	

## IMPORTANT NOTICE

Town of Drayton Valley

## OFFICE CONSOLIDATION

Prepared by the Legislative Services Coordinator

under the authority of Town Council

This document is consolidated into a single publication for the convenience of users. The official Bylaw and all amendments thereto are available from the Legislative Services Coordinator and should be consulted in interpreting and applying this Bylaw.

For ease of reference, the amending Bylaw numbers are listed with a brief description.

In case of any dispute, the original Bylaw must be consulted.



# Drayton Valley and District Family and Community Support Services By-Law No. 98-14 OFFICE CONSOLIDATION

### Includes Amending Bylaws:

Bylaw No.	Description	Adopted
2000-17	FCSS Board Amending Bylaw	December 13, 2000
2003/16/B	FCSS Board Amending Bylaw	August 27, 2003

**TOWN OF DRAYTON VALLEY  
BY-LAW 98-14**

Being a By-Law of the Town of Drayton Valley in the Province of Alberta to provide for the establishment of the Drayton Valley & District Family and Community Support Services Board and set forth the duties and responsibilities of that Board.

**WHEREAS** the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 1994 and amendments thereto, provides for the establishment of any Board considered desirable for the purpose of managing and operating, and advising in the management and operation of, any branch or any department of the Municipality's services, and in the extension and improvement thereof;

**AND WHEREAS**, in accordance with the *Family and Community Support Services Act*, being Chapter F-I. I. of the Revised Statutes of Alberta, 1990, and amendments thereto, provides for the establishment, administration and operation of a family and community support services program within a municipality;

**AND WHEREAS** pursuant to the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 1990 and amendments thereto, the Council of the Municipality of the Town of Drayton Valley in the Province of Alberta has entered into an agreement with the Minister of Alberta Family and Social Services for the establishment, administration and operation of a Family and Community Support Services Program in accordance with the Family and Community Support Services Act and Regulations passed thereunder;

**AND WHEREAS** the Family and Community Support Services Act makes provision for a municipality to enter into agreements with other municipalities to provide for the establishment, administration and operation of joint Family and Community Support Programs;

**AND WHEREAS** the Town of Drayton Valley will be acting on behalf of other municipalities for the establishment, administration and operation of a program as agreed to in the Drayton Valley and District Family and Community Support Services Cost Sharing Agreement Between Town of Drayton Valley and the Municipal District of Brazeau No. 77 as per Schedule "A"

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

- There is hereby established, a Family and Community Support Services program for the Town of Drayton Valley and Municipal District of Brazeau No. 77.
- There is hereby established a Family and Community Support Services Board which shall be known as the Drayton Valley & District Family and Community Support Services (FCSS) Board.

- The By-Law shall be cited as the Drayton Valley and District Family and Community Support Services By-Law.

## **1. Interpretation**

- a) Town-means the Town of Drayton Valley
- b) M.D. of Brazeau-means Municipal District of Brazeau No. 77
- c) District-means the Municipal District of Brazeau
- d) FCSS -means Family and Community Support Services
- e) Board -means the Drayton Valley and District Family and Community Support Services Board
- f) Town Council-means the Town of Drayton Valley Council
- g) M.D. of Brazeau Council- means the Municipal District of Brazeau no. 77 Council
- h) Members of Community at large – means citizens of the Town or Municipal District of Brazeau No. 77

## **2. Purpose of the Board**

The Board shall advise on the application and administration of the FCSS Act and in such advisory capacity shall:

- a) make recommendations regarding areas of programming and assignment of appropriate resources

Specifically, the Board shall provide support and advice to the FCSS Program Manager in the following areas:

- b) Formulation of plans, priorities and policies regarding Family and Community Support Services with a view to the establishment of a comprehensive program.
- c) The establishment of such relationships with other Municipal, Provincial and Federal departments and community agencies that will promote the orderly development of FCSS.
- d) Encouragement of individuals and groups to offer constructive suggestions or criticisms of policies or programs established
- e) Consultations with professional groups, social agencies (public or private) or other groups as it may determine advisable

- f) Suggestions to public and/or private agencies regarding changes in policies, programs or practices that might improve the impact of such services.
- g) Co-operation and joint planning with related community groups and agencies.
- h) Promotion of citizens' awareness of the importance of prevention and of preventive social services available.
- i) Promotion of citizens' awareness and identification of key social issues and challenges facing the community.
- j) Promotion, encouragement and facilitation of volunteerism and the use of volunteers, and encouragement of citizen participation in program development.
- k) The development and implementation of policy for grants, municipal assistance, and specific grant applications for the FCSS programming.
- l) Review of submitted briefs regarding possible or current FCSS programs from responsible individuals and groups.
- m) Annual submission to Town Council of an estimate of the financial requirements for the Drayton Valley & District FCSS program and administration of the capital and operating expenditures approved thereof.

### **3. Duties/Terms of Reference**

The Board's function shall be governed by the *FCSS Act* being Chapter F 1.1 of the Revised Statutes of Alberta, 1990 and amendments thereto.

### **4. Composition of the Board**

- a) The Board shall consist of seven (7) members, who shall be appointed by resolution of Town Council for a one, two or three year term. [Amended by Bylaw 2000-17]
- b) Board Members shall be appointed for their terms commencing in October of 1998. The board shall be composed of as follows:
  - i. One member from Town Council
  - ii. One member from the M.D. of Brazeau Council
  - iii. One member appointed from the Region 4 Central Alberta Child and Family Services Authority Board or Staff. [ amended by Bylaw 2003/16/B]
  - iv. Four members of the Community-at-large representing the following segments: M.D. of Brazeau, Town of Drayton Valley, Seniors and Youth.

- c) Town Council will appoint one Councillor from the Town and one Councillor from the M.D. of Brazeau each for a 3-yr. term. In the event the Councillors appointed by Town Council cease to be Councillors, their appointment shall be deemed terminated and Town Council shall appoint a replacement Councillor for the balance of the term.
- d) Board members shall be selected on the basis of an active interest in FCSS activities and community development as a whole. Board members shall have a long-term view of the community in terms of social infrastructure.
- e) All Board appointments are to be made/approved by the Town Council.
- f) Appointments/re-appointments made by Town Council are based on information/advice from the FCSS Program Manager and other relevant sources.
- g) All members of the Board must live within the boundaries of the Town and/or M.D. of Brazeau.
- h) Absenteeism – should a member miss three consecutive meetings their membership will be reviewed by the board.
- i) Option exists to replace members if they resign. Upon resignation of a member the process for recruitment should begin. Membership will not be allowed to fall below five.

## **5. Board Procedures**

- a) The FCSS Program Manager is a non-voting member of the Board.
- b) Officers of the Board will include the FCSS Program Manager as Chair, and an elected Co-chair. Board members will elect the Co-chair. The FCSS Program Manager and Co-chair shall preside at meetings of the Board.
- c) The Co-chair will be selected at the first meeting of the Board following the Annual Organizational Meeting of Town Council in each year.
- d) Meetings will be held quarterly-January, April, July/August, October.
- e) The FCSS Program Manager or Co-chair can schedule additional meetings as necessitated.
- f) A quorum for regular and special meetings of the Board shall consist of a majority of voting Board members.

- g) Board members will be reimbursed for expenses incurred on Board related business (e.g. travel, meals etc.). Reimbursements will follow Town of Drayton Valley guidelines.
- h) The Recording Secretary, as designated by the FCSS Program Manager, shall prepare an agenda for an upcoming meeting of the Board, containing items submitted by the Co-chairs or other Board members or referred by either the Town or M.D. Councils, and shall be circulated three days in advance of the meeting.
- i) A minute book shall be kept and minutes of all regular and special meetings shall be recorded therein by the Secretary.
- j) The Elected Co-chair and all appointed Board members should vote on any question, except where authorization to abstain from voting due to conflict of interest has been obtained. In the event of a tie, the motion shall be lost.
- k) Meeting procedure shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Robert's rules of Order.

## **6. Committee Procedures**

- a) Ad-hoc or advisory groups to the Board may be formed to address specific issues. These groups may include individuals who are not members of the Board but who lend needed expertise to the issue. Such groups shall deal only with the matter of question referred to it for consideration and shall upon completion of this assignment be disbanded.
- b) Advisory groups will provide advice and support related to their area of assignment at the regular meetings of the board.

## **7. Limitations**

- a) Neither the Board, nor any of its members, shall have the power to pledge the credit of any of the Parties hereto in connection with any matters whatsoever, nor shall the Board or any member thereof have any power to authorize any expenditure to be charged against any of the Parties without prior approval by the said Party.

## **8. Enactment**

- a) By-Law 80-60 of the Town of Drayton Valley are hereby repealed
- b) This By-Law shall come into force and have effect from and after the date of third reading thereof.

- c) This agreement may be terminated on the 31st day of December in any year by any Party hereto giving notice to the other Parties on or before the 1st day of May of that year.

READ a first time this 27<sup>th</sup> day of August, A.D. 1998

READ a second time this 16<sup>th</sup> day of September, A.D. 1998

READ a third time this 16<sup>th</sup> day of September, A.D. 1998

“original signed”

Mayor

“original signed”

Chief Administrative Officer



## **BYLAW NO. 2018/14/B**

### **Name of Bylaw: Family and Community Support Services (FCSS) Board**

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

**AND WHEREAS**, in accordance with the *Family and Community Support Services Act*, being Chapter F-3 of the Revised Statutes of Alberta 2000, and the amendments thereto, provides for the establishment, administration and operation of a Family and Community Support Services program within a municipality;

**AND WHEREAS** pursuant to the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto, the Council of the Town of Drayton Valley, in the Province of Alberta, has entered into an agreement with the Minister of Alberta Community Services and Support Services for the establishment, administration and operation of a Family and Community Support Services program in accordance with the *Family and Community Support Services Act* and Regulations passed thereunder;

**AND WHEREAS** the *Family and Community Support Services Act* makes provision for a municipality to enter into agreements with other municipalities to provide for the establishment, administration and operation of joint Family and Community Support Services programs;

**AND WHEREAS** the Town of Drayton Valley will be acting on behalf of other municipalities for the establishment, administration and operation of a program as agreed to in the Drayton Valley and District Family and Community Support Services Cost Sharing Agreements between the Town of Drayton Valley and Brazeau County;

**AND WHEREAS** the Town will extend the services of the Family and Community Support Services to residents of other municipalities as agreed to in the Cost Sharing Agreement between the Town of Drayton Valley and Parkland County.

**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 "Family and Community Support Services (FCSS) Advisory Board Bylaw" of the Town of Drayton Valley.

## **PURPOSE**

2. The purpose of this Bylaw is to:
  - 2.1 provide for the establishment of the Drayton Valley and District Family and Community Support Services (FCSS) Advisory Board (hereinafter referred to as the “Board”) and set forth the duties and responsibilities of that Board; and
  - 2.2 establish, a Family and Community Support Services program for the Town of Drayton Valley and Brazeau County.

## **DEFINITIONS**

3. In this Bylaw, including this section, unless the context otherwise requires:
  - 3.1 *Board* means the Drayton Valley and District Family and Community Support Services (FCSS) Advisory Board;
  - 3.2 *Brazeau County* means the municipality incorporated within the Province of Alberta as the County of Brazeau;
  - 3.3 *Brazeau County Council* means the municipal Council for Brazeau County;
  - 3.4 *district* means area contained within the boundaries of Brazeau County and Parkland County;
  - 3.5 *FCSS* means Family and Community Support Services;
  - 3.6 *member(s)-at-large* means residents of the Town of Drayton Valley, Brazeau County or Parkland County who are appointed by Town Council to serve on the Board;
  - 3.7 *Parkland County* means the municipality incorporated within the Province of Alberta as the County of Parkland;
  - 3.8 *Parkland County Council* means the municipal Council for Parkland County;
  - 3.9 *senior(s)* means an individual(s) the age of fifty-five (55) years and up;
  - 3.10 *Town* – means the Town of Drayton Valley;

- 3.11 *Town Council* – means the municipal Council for the Town of Drayton Valley; and
- 3.12 *youth* means an individual(s) between the ages of eighteen (18) and twenty-five (25) years.

#### **PURPOSE OF THE BOARD**

- 4. Members of the Board are appointed by Town Council and shall advise on the application and administration of the *Family and Community Support Services Act* and in such advisory capacity shall:
  - 4.1 provide recommendations for programs that will enhance the social well-being of individuals, families, and communities through prevention;
  - 4.2 guide the overall strategic direction of FCSS as identified in the Drayton Valley and District FCSS Strategic Plan;
  - 4.3 make recommendations regarding the allocation of grant funding to community groups based on the local goals and priorities listed in the Drayton Valley and District FCSS Strategic Plan;
  - 4.4 help to identify and raise awareness of community needs, and to encourage partnerships between community members, businesses, and all levels of government to find solutions to address them; and
  - 4.5 promote and encourage volunteerism.

#### **COMPOSITION OF THE BOARD**

- 5. The Board shall consist of seven (7) members, each of whom shall be appointed for a one (1), two (2) or three (3) year term.
- 6. Board members shall be appointed for their terms commencing November 1<sup>st</sup>.
- 7. The Board shall be composed of as follows:
  - 7.1 One (1) member appointed from Town Council;
  - 7.2 One (1) member appointed from Brazeau County Council;
  - 7.3 One (1) member appointed from Alberta Child and Family Services; and
  - 7.4 Four (4) members-at-large representing: Town of Drayton Valley, Brazeau County, seniors and youth. Members representing seniors or youth may

be appointed from the Town, Brazeau County or Parkland County, and shall be appointed by a resolution of Town Council.

8. One (1) member of Town Council and one (1) member of Brazeau County Council shall be appointed for a one (1) year term at the Annual Organizational meeting of their respective Council.
9. Board members shall be selected on the basis of an active interest in FCSS programs and services, and community development as a whole. Board members shall have a long-term view of the community in terms of social infrastructure.
10. When the end of a Board member's term is approaching, the recruitment process will begin. Should the Board member wish to, he/she may reapply to serve the next term.
11. All members of the Board must live within the boundaries of the district.
12. Should a Board member miss three (3) consecutive meetings, their membership will be reviewed by the Board. A recommendation may be made by the Board to Town Council to rescind the appointment of the member and initiate the recruitment process for that position.
13. Should a Board member resign his or her position, the process for recruitment will begin. Once the position is filled, the newly appointed Board member will complete the term that had become vacant.

## **BOARD PROCEDURES**

14. The FCSS Program Manager is an ex officio member of the Board, but is a non-voting member.
15. The Chair will be selected at the first meeting of the Board following the Annual Organizational Meeting of Town Council in each year.
16. Meetings of the Board will be held approximately three (3) to four (4) times per year as called by the FCSS Program Coordinator. Additional meetings may be called if deemed necessary.
17. A quorum for regular meetings of the Board shall consist of a majority of voting members.
18. Board members will be reimbursed for expenses incurred on Board-related business pursuant to Town Policy.

19. The FCSS Program Coordinator will prepare the Agendas for meetings of the Board and shall circulate the Agenda no less than five (5) days in advance of the meeting.
20. Board members shall vote on all motions, except where authorization to abstain from the voting, due to a conflict of interest, has been obtained from the Chair. In the event of a tie, the motion shall be lost.
21. Meeting procedures shall be conducted in accordance with good meeting practices, and disputes resolved in accordance with Robert's Rules of Order.

### **LIMITATIONS**

22. Neither the Board, nor any member thereof, shall have the power or authority to pledge the credit of the Town in connection with any matter whatsoever, nor shall the said Board or any member thereof have the power to authorize the expenditure to be charged against the Town or any of its agencies, corporations, managers, or other committees of Town Council.

### **SEVERABILITY**

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

**AND THAT** this Bylaw shall repeal Bylaw No. 98-14, and any amending Bylaws thereto, of the Town of Drayton Valley, and shall have force and come into effect from and after the date of third reading thereof.




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

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

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

\_\_\_\_\_  
MAYOR

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

		<b>BRAZEAU COUNTY &amp; TOWN OF DRAYTON VALLEY</b>		
		<b>REQUEST FOR COUNCIL DECISION</b>		
SUBJECT:	Alberta Hemp Alliance Cooperative			
DATE TO COUNCIL:	September 19, 2018			
SUBMITTED BY:	Jocelyn Whaley, CAO Brazeau County			
REVIEWED BY:	Winston Rossouw, CAO Drayton Valley 			
Report/Document	Attached ___X___	Available _____	Nil _____	

### **RECOMMENDED ACTIONS:**

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

At a recent meeting of the Alberta Hemp Alliance members from Drayton Valley and Brazeau County, a discussion was had concerning formalizing the Alberta Hemp Alliance and moving forward to obtain grants and truly showcase the Brazeau Drayton region. This idea was presented on September 7<sup>th</sup> to the Brazeau / Leduc regional members and they asked for information including membership structure and fees be brought back to a meeting in early October. Administration provides in the attachments an initial membership structure and fee matrix that would enable the addition of further members and member categories.

**Strategic Relevance:** The facilitation through a cooperative would allow targeted development of all facets of Hemp; thereby increasing the economic intake of the Brazeau region.

#### **2. RESPONSE OPTIONS**

Possible ways to achieve the main result with analysis highlights.

Option	Analysis
a. Council approves staff recommendation	- Drayton Valley and Brazeau County are enabled to become the economic driver and owners of the AHA to drive production of hemp and hemp products in Alberta
b. Council rejects the request as submitted	-status quo remains and the AHA may be handed to the Province

**3. IMPLICATIONS OF RECOMMENDATIONS**

**Operational:**

In-house staff can manage until the cooperative grows

**Financial:**

Operationally \$1.00 per capita from Brazeau County and Drayton Valley starting in 2019

# Alberta Hemp Alliance Structure

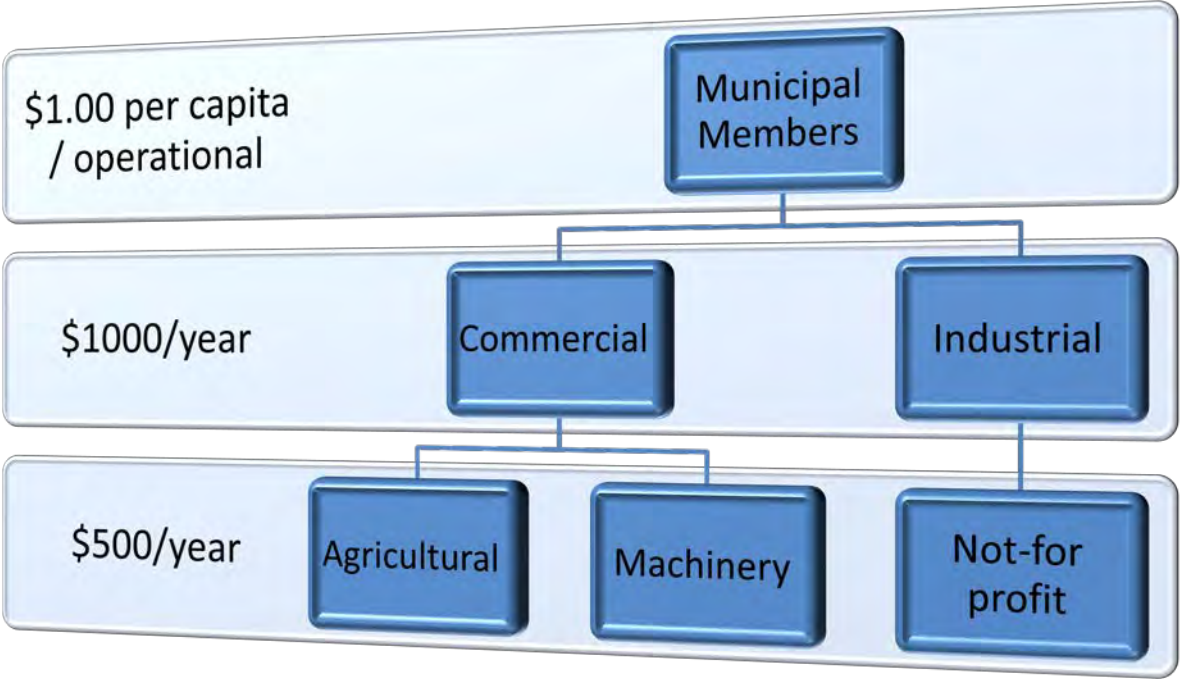
## MISSION

AHA promotes its members through leadership, partnership, and marketing in all aspects of Hemp growth and services.

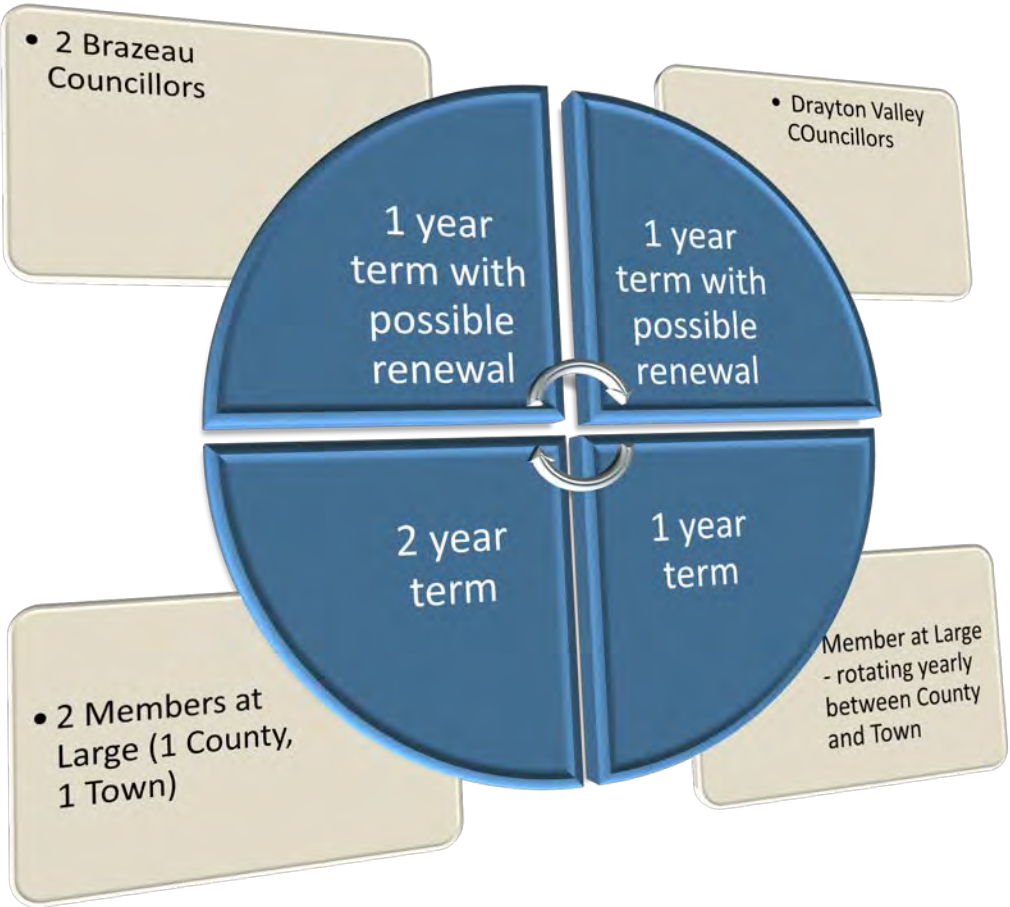
## VISION

Seed to finished product – we are the total hemp package.

### Proposed Membership Structure



### Proposed Board set up



## Information Items

### 11.0 Information Items

Pages 86-125

11.1	Drayton Valley RCMP Stats – August 2018	87-94
11.2	Drayton Valley / Brazeau County Fire Services Stats – August 2018	95-96
11.3	Councillor Dodds' Conference Report	97-101
	• January – March 2018 – Regional Planning Course	
	• April 20, 2018 – Developing Western Canada's Hemp Industry	
	• July 18-19, 2018 – Pacific Rim Hemp Conference	
11.4	2017-2018 North Saskatchewan Watershed Alliance Annual Report	102-125

### **MOTION:**

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

**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**January to August: 2014 - 2018**

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

September-10-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Homicides & Offences Related to Death		0	0	0	0	1
Robbery		8	2	1	4	1
Sexual Assaults		5	5	9	11	6
Other Sexual Offences		3	3	8	6	11
Assault		96	76	56	69	103
Kidnapping/Hostage/Abduction		2	1	1	3	1
Extortion		1	0	0	0	1
Criminal Harassment		13	12	7	17	15
Uttering Threats		27	25	23	25	28
Other Persons		0	0	0	0	0
<b>TOTAL PERSONS</b>		<b>155</b>	<b>124</b>	<b>105</b>	<b>135</b>	<b>167</b>
Break & Enter		56	44	65	70	122
Theft of Motor Vehicle		72	43	49	47	76
Theft Over \$5,000		8	8	4	5	16
Theft Under \$5,000		255	172	184	237	333
Possn Stn Goods		40	13	21	30	61
Fraud		36	32	32	55	60
Arson		1	1	0	0	3
Mischief To Property		238	175	124	146	152
<b>TOTAL PROPERTY</b>		<b>706</b>	<b>488</b>	<b>479</b>	<b>590</b>	<b>823</b>
Offensive Weapons		18	11	7	11	13
Disturbing the peace		62	55	30	56	59
<b>OTHER CRIMINAL CODE</b>		156	150	110	124	205
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>236</b>	<b>216</b>	<b>147</b>	<b>191</b>	<b>277</b>
<b>TOTAL CRIMINAL CODE</b>		<b>1,097</b>	<b>828</b>	<b>731</b>	<b>916</b>	<b>1,267</b>

**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**August: 2014 - 2018**

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

September-10-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Homicides & Offences Related to Death		0	0	0	0	0
Robbery		2	0	0	3	0
Sexual Assaults		0	0	2	1	1
Other Sexual Offences		0	0	0	2	2
Assault		8	11	7	14	23
Kidnapping/Hostage/Abduction		0	0	0	0	0
Extortion		0	0	0	0	0
Criminal Harassment		4	2	1	0	2
Uttering Threats		5	3	2	4	6
Other Persons		0	0	0	0	0
<b>TOTAL PERSONS</b>		<b>19</b>	<b>16</b>	<b>12</b>	<b>24</b>	<b>34</b>
Break & Enter		10	3	7	14	7
Theft of Motor Vehicle		8	8	3	5	10
Theft Over \$5,000		1	2	1	0	2
Theft Under \$5,000		31	22	30	36	41
Possn Stn Goods		8	1	4	7	8
Fraud		6	4	9	8	10
Arson		0	0	0	0	0
Mischief To Property		40	9	11	31	17
<b>TOTAL PROPERTY</b>		<b>104</b>	<b>49</b>	<b>65</b>	<b>101</b>	<b>95</b>
Offensive Weapons		2	2	1	3	4
Disturbing the peace		8	5	1	12	8
<b>OTHER CRIMINAL CODE</b>		15	11	13	27	27
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>25</b>	<b>18</b>	<b>15</b>	<b>42</b>	<b>39</b>
<b>TOTAL CRIMINAL CODE</b>		<b>148</b>	<b>83</b>	<b>92</b>	<b>167</b>	<b>168</b>

**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**January to August: 2014 - 2018**

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

September-10-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Drug Enforcement - Production		0	0	0	1	1
Drug Enforcement - Possession		50	26	24	24	50
Drug Enforcement - Trafficking		10	18	8	9	12
Drug Enforcement - Other		1	0	2	0	0
<b>Total Drugs</b>		<b>61</b>	<b>44</b>	<b>34</b>	<b>34</b>	<b>63</b>
Federal - General		2	5	7	6	18
<b>TOTAL FEDERAL</b>		<b>63</b>	<b>49</b>	<b>41</b>	<b>40</b>	<b>81</b>
Liquor Act		12	9	10	10	13
Other Provincial Stats		61	68	63	55	114
<b>Total Provincial Stats</b>		<b>73</b>	<b>77</b>	<b>73</b>	<b>65</b>	<b>127</b>
Municipal By-laws Traffic		7	8	3	4	0
Municipal By-laws		61	66	66	68	72
<b>Total Municipal</b>		<b>68</b>	<b>74</b>	<b>69</b>	<b>72</b>	<b>72</b>
Fatals		0	0	0	1	0
Injury MVC		4	4	7	4	11
Property Damage MVC (Reportable)		229	172	136	132	125
Property Damage MVC (Non Reportable)		23	25	22	19	15
<b>TOTAL MVC</b>		<b>256</b>	<b>201</b>	<b>165</b>	<b>156</b>	<b>151</b>
<b>Provincial Traffic</b>		<b>359</b>	<b>299</b>	<b>319</b>	<b>238</b>	<b>526</b>
<b>Other Traffic</b>		<b>2</b>	<b>4</b>	<b>11</b>	<b>9</b>	<b>7</b>
<b>Criminal Code Traffic</b>		<b>68</b>	<b>48</b>	<b>46</b>	<b>41</b>	<b>55</b>
<b>Common Police Activities</b>						
False Alarms		218	221	187	164	166
False/Abandoned 911 Call and 911 Act		61	82	66	71	74
Suspicious Person/Vehicle/Property		28	79	50	62	108
Persons Reported Missing		9	5	20	16	17
Spousal Abuse - Survey Code		92	112	103	83	86






**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**August: 2014 - 2018**







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

September-10-18

CATEGORY	Trend	2014	2015	2016	2017	2018
Drug Enforcement - Production		0	0	0	0	0
Drug Enforcement - Possession		8	5	1	4	6
Drug Enforcement - Trafficking		1	1	0	0	2
Drug Enforcement - Other		0	0	0	0	0
<b>Total Drugs</b>		<b>9</b>	<b>6</b>	<b>1</b>	<b>4</b>	<b>8</b>
Federal - General		0	1	0	2	5
<b>TOTAL FEDERAL</b>		<b>9</b>	<b>7</b>	<b>1</b>	<b>6</b>	<b>13</b>
Liquor Act		0	0	1	1	2
Other Provincial Stats		7	7	4	8	15
<b>Total Provincial Stats</b>		<b>7</b>	<b>7</b>	<b>5</b>	<b>9</b>	<b>17</b>
Municipal By-laws Traffic		0	1	1	0	0
Municipal By-laws		14	11	13	14	11
<b>Total Municipal</b>		<b>14</b>	<b>12</b>	<b>14</b>	<b>14</b>	<b>11</b>
Fatals		0	0	0	1	0
Injury MVC		0	0	0	1	1
Property Damage MVC (Reportable)		24	17	11	14	16
Property Damage MVC (Non Reportable)		1	1	3	1	2
<b>TOTAL MVC</b>		<b>25</b>	<b>18</b>	<b>14</b>	<b>17</b>	<b>19</b>
<b>Provincial Traffic</b>		<b>47</b>	<b>47</b>	<b>26</b>	<b>28</b>	<b>79</b>
<b>Other Traffic</b>		<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>
<b>Criminal Code Traffic</b>		<b>6</b>	<b>4</b>	<b>10</b>	<b>7</b>	<b>11</b>
<b>Common Police Activities</b>						
False Alarms		47	41	25	27	16
False/Abandoned 911 Call and 911 Act		7	19	9	15	12
Suspicious Person/Vehicle/Property		6	10	6	8	12
Persons Reported Missing		2	0	1	1	3
Spousal Abuse - Survey Code		11	13	14	14	14






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







January to August	Trend	2014	2015	2016	2017	2018
Fatals		0	0	0	1	0
Injury MVC		4	4	7	4	11
Property Damage MVC (Reportable)		229	172	136	132	125
Property Damage MVC (Non Reportable)		23	25	22	19	15
Total MVC		256	201	165	156	151

January to August	Trend	2014	2015	2016	2017	2018
Roadside Suspensions - alcohol related - No charge**		2	4	11	9	7
Occupant Restraint/Seatbelt Violations**		3	5	0	7	87
Speeding Violations**		19	8	87	23	19
Intersection Related Violations**		7	9	8	15	23
Other Non-Moving Violation**		59	64	57	43	227
Other CC Traffic***		7	6	10	9	2

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

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

August	Trend	2014	2015	2016	2017	2018
Fatals		0	0	0	1	0
Injury MVC		0	0	0	1	1
Property Damage MVC (Reportable)		24	17	11	14	16
Property Damage MVC (Non Reportable)		1	1	3	1	2
Total MVC		25	18	14	17	19

August	Trend	2014	2015	2016	2017	2018
Roadside Suspensions - alcohol related - No charge**		0	0	1	0	0
Occupant Restraint/Seatbelt Violations**		0	2	0	2	14
Speeding Violations**		0	0	0	0	2
Intersection Related Violations**		0	0	1	3	4
Other Non-Moving Violation**		0	14	7	6	27
Other CC Traffic***		0	1	1	1	0







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

## Drayton Valley Municipal Detachment

January to August: 2014 - 2018

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

Category	Trend	2014	2015	2016	2017	2018		Mean	Std Deviation	Mean + 1 Std Dev	FLAG	Slope
<b>Theft Motor Vehicle (Total)</b>		<b>72</b>	<b>43</b>	<b>49</b>	<b>47</b>	<b>76</b>		<b>57.4</b>	<b>13.7</b>	<b>71.1</b>	<b>Issue</b>	<b>1.2</b>
Auto		3	1	3	2	11		4.0	3.6	7.6	Issue	1.7
Truck/SUV/Van		46	32	35	40	50		40.6	6.7	47.3	Issue	1.6
Motorcycle		5	1	0	0	6		2.4	2.6	5.0	Issue	0.1
Other		11	9	10	4	7		8.2	2.5	10.7	Within Norm	-1.3
Take Auto without Consent		7	0	1	1	2		2.2	2.5	4.7	Within Norm	-0.9
<b>Break and Enter (Total)*</b>		<b>56</b>	<b>44</b>	<b>65</b>	<b>70</b>	<b>122</b>		<b>71.4</b>	<b>26.8</b>	<b>98.2</b>	<b>Issue</b>	<b>15.8</b>
Business		25	23	41	28	56		34.6	12.4	47.0	Issue	6.7
Residence		20	16	16	28	35		23.0	7.4	30.4	Issue	4.2
Cottage or Seasonal Residence		0	0	0	0	0		0.0	0.0	0.0	Within Norm	0
Other		8	4	5	11	25		10.6	7.6	18.2	Issue	4.1
<b>Theft from a motor vehicle</b>		<b>107</b>	<b>46</b>	<b>60</b>	<b>107</b>	<b>170</b>		<b>98.0</b>	<b>43.6</b>	<b>141.6</b>	<b>Issue</b>	<b>18.7</b>
Shoplifting		17	31	32	39	39		31.6	8.0	39.6	Within Norm	5.2
Mail Theft		0	1	0	4	7		2.4	2.7	5.1	Issue	1.7
Theft of bicycle		4	2	8	12	10		7.2	3.7	10.9	Within Norm	2.2
Other Theft		135	100	88	80	124		105.4	21.0	126.4	Within Norm	-4.2
<b>Mischief To Property</b>		<b>238</b>	<b>175</b>	<b>124</b>	<b>146</b>	<b>152</b>		<b>167.0</b>	<b>39.0</b>	<b>206.0</b>	<b>Within Norm</b>	<b>-20.1</b>
<b>Suspicious Person/ Vehicle/ Property</b>		<b>28</b>	<b>79</b>	<b>50</b>	<b>62</b>	<b>108</b>		<b>65.4</b>	<b>27.0</b>	<b>92.4</b>	<b>Issue</b>	<b>14.3</b>
<b>Fail to Comply/Breach</b>		<b>96</b>	<b>65</b>	<b>56</b>	<b>62</b>	<b>126</b>		<b>81.0</b>	<b>26.4</b>	<b>107.4</b>	<b>Issue</b>	<b>5.7</b>
<b>Person Reported Missing</b>		<b>9</b>	<b>5</b>	<b>20</b>	<b>16</b>	<b>17</b>		<b>13.4</b>	<b>5.5</b>	<b>18.9</b>	<b>Within Norm</b>	<b>2.7</b>
<b>Wellbeing Check</b>		<b>N/A</b>	<b>N/A</b>	<b>20</b>	<b>25</b>	<b>46</b>		<b>30.3</b>	<b>11.3</b>	<b>41.6</b>	<b>Issue</b>	<b>13</b>
<b>Mental Health Act</b>		<b>58</b>	<b>57</b>	<b>45</b>	<b>42</b>	<b>78</b>		<b>56.0</b>	<b>12.7</b>	<b>68.7</b>	<b>Issue</b>	<b>2.5</b>
<b>False Alarms</b>		<b>218</b>	<b>221</b>	<b>187</b>	<b>164</b>	<b>166</b>		<b>191.2</b>	<b>24.5</b>	<b>215.7</b>	<b>Within Norm</b>	<b>-16.1</b>
<b>911 Act</b>		<b>61</b>	<b>82</b>	<b>66</b>	<b>71</b>	<b>74</b>		<b>70.8</b>	<b>7.1</b>	<b>77.9</b>	<b>Within Norm</b>	<b>1.5</b>
<b>K Div - Front Counter Complaints</b>		<b>1,250</b>	<b>372</b>	<b>362</b>	<b>379</b>	<b>310</b>		<b>534.6</b>	<b>358.5</b>	<b>893.1</b>	<b>Within Norm</b>	<b>-187.3</b>

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	11	9	7		6.6	3.3	9.9	Within Norm	1.5
Occupant Restraint/Seatbelt Violations**		3	5	0	7	87		20.4	33.4	53.8	Issue	17
Speeding Violations**		19	8	87	23	19		31.2	28.3	59.5	Within Norm	1.5
Intersection Related Violations**		7	9	8	15	23		12.4	6.0	18.4	Issue	3.8
Other Non-Moving Violation**		59	64	57	43	227		90.0	68.9	158.9	Issue	31.5
Other CC Traffic***		7	6	10	9	2		6.8	2.8	9.6	Within Norm	-0.7

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



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

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

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

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

### **August 2018 Stats**

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

Fire Calls- 4

Rubbish and Grass Fires- 1

Motor Vehicle Collisions- 7

Rescue Calls- 2

Alarm Calls- 16

Assist another Agency- 9

Misc Calls- 2

**Total- 41**

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

Fire Calls- 1

Rubbish and Grass Fires- 0

Motor Vehicle Collisions- 1

Rescue Calls- 1

Alarm Calls- 11

Assist another Agency- 5

Misc Calls- 1

**Total- 20**



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

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

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5120-52 Street  
Drayton Valley, Alberta  
T7A-1A1

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

### **Brazeau County**

Fire Calls- 3

Rubbish and Grass Fire- 1

Motor Vehicle Collisions- 6

Rescue Calls- 1

Alarm Calls- 5

Assist another Agency- 4

Misc Calls- 1

**Total- 21**

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

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

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

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

Mike Gramlich  
Training Officer  
[mgramlich@draytonvalley.ca](mailto:mgramlich@draytonvalley.ca)

# Conference Report

Council Member: Nancy Dodds

Conference/Workshop Attended: Regional Planning Course

Date of Conference: January – March 2018



## Information Presented :

Regional Planning:

This course looked at Regional Planning and the processes for implementing them, and the theories and practices.

Over the past years, Alberta's prosperity has created many opportunities for our economy and the people. It has created many challenges along the way as well. The competition for land use has put stresses on our land, air, water and habitat. Looking at challenges that different approaches have between jurisdictional boundaries.

Focus being on the different legislation such as the *Alberta Land-Use Framework* (LUF), the *Alberta Land Stewardship Act* (ALSA) and the *Municipal Government Act* (MGA). The purpose of the *Land-use Framework* is to manage growth and not stop it, and sustain our growing economy. The ALSA establishes planning regions and adopts a statutory plan for each region.

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

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

*Land-Use Framework* (LUF), North Saskatchewan Regional Plan (NSRP), Intermunicipal Development Plan (IDP), Municipal Development Plan (MDP), Land Use Bylaw (LUB), Area Structure Plans (ASP)

## Recommendation(s) for Council consideration:

Following approval of the NSRP we must align our IDP, MDP and all other statutory plans and policies. This is something to keep in mind with the review and update of these plans.

## Identify Partners and/or External Resources:

## For Administrative Use Only:

Date  
Received:

September 5, 2018

Date  
Reviewed:

Item(s) for Administration policy or procedural consideration:

- 1)
- 2)

# Conference Report

**Council Member: Nancy Dodds**

**Conference/Workshop Attended: Developing Western Canada's Hemp Industry**

**Date of Conference: April 20, 2018**



## Information Presented :

The conference had many key speakers explaining the Hemp Industry and what you need for the entire process from sales and marketing, to production, to decortification which is the creation of the by-products of hemp, right up to the buyers. There were over 95 different affiliations throughout the province that were represented.

The entire industry needs to be brought together to identify issues and resolve them, and then claim to have the industry under development.

One of the speakers, Jan Slaski is an expert on the growing process, genetics, environment and management, and explained the patterns and processes involved in growing hemp.

There appears to be tremendous opportunity for industrial hemp production in Alberta.

It was a great opportunity to get more familiar with the industry and meet a lot the key players in this growing industry.

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

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

Economic Development Strategy (EDS)

## Recommendation(s) for Council consideration:

Learn as much as we can about the hemp industry and create opportunities and relationships.

## For Administrative Use Only:

Date

Received:

September 5, 2018

Date

Reviewed:

Item(s) for Administration policy or procedural consideration:

- 1)
- 2)

# Conference Report

Council Member: Nancy Dodds

Conference/Workshop Attended: Pacific Rim Hemp Conference

Date of Conference: July 18<sup>th</sup> & 19<sup>th</sup>, 2018



## Information Presented :

Pacific Rim Hemp Conference:

We have been working hard to grow the hemp industry in our community. The conference was another opportunity to network and make connections to get Drayton Valley noticed and let the industry know that we are serious about Hemp.

The conference boasted an amazing panel of scientists, policy makers, researchers, developers, and farmers. The speakers provided extensive background and theory in the hemp industry, including the food and health sector. Updates of the various research and development efforts taking place in Alberta, with regards to hemp based materials and applications. Things like reinforced polymers, hemp reinforced cements, hemp based absorbents, and other areas of future research.

The trade show was interesting to see the growing industry in research labs, hemp based products, Innotech Alberta and meeting people from all over the world.

With the legalization of cannabis coming into effect, it could be a game-changer for the hemp industry which will allow for the extraction of CBD's from hemp flowers, leaves and chaff that under current laws must be discarded. Whole-plant utilization is quite exciting for the hemp industry. It is exciting times in this emerging industry and Drayton Valley is situated nicely to grow with this industry and be part of this tremendous opportunity.

We also had the opportunity to meet with Highbury at the University of Vancouver and discuss the potential for a highly attractive economic model at a smaller scale and a demo facility in our community.

Some of the other councillors had the opportunity to meet with Telus to discuss thoughts on "Safe Cities" concept in our community. This could be an exciting opportunity to create this technology here in our town.

Great things are about to happen here for us!

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

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

Economic Development Strategy (EDS)

**Recommendation(s) for Council consideration:**

To keep working hard at growing the industry here in our community and moving forward in economic development with other viable opportunities that we have started.

**Identify Partners and/or External Resources:****For Administrative Use Only:**

Date  
Received:

September 5, 2018

Date  
Reviewed:

Item(s) for Administration policy or procedural consideration:

- 1)
- 2)



# ANNUAL REPORT

## NSWA ANNUAL REPORT 2017-18

The North Saskatchewan Watershed Alliance (NSWA) is a multi-stakeholder watershed planning and advisory partnership formed in 1999 and incorporated as a non-profit society in 2000. The NSWA provides a forum to recognize and address issues affecting the North Saskatchewan River (NSR) watershed in Alberta. It also initiates and supports activities that positively impact the watershed. The NSWA became a Registered Charity in March 2016.

NSWA membership includes both individual citizens and organizations. Organizational membership categories include: federal, provincial, and municipal governments; industry; utilities; agricultural producer groups; environmental and conservation groups; recreational, cultural and tourism groups; educational and research institutions; First Nations and Métis.

In 2005, the Government of Alberta appointed NSWA to serve as the Watershed Planning and Advisory Council (WPAC) for the North Saskatchewan River Basin. As a partner in *Water for Life: Alberta's Strategy for Sustainability* (2003), the NSWA was given a mandate by the government to report on the State of the Watershed (completed in 2005) and to prepare an Integrated Watershed Management Plan (IWMP—completed in 2012).

The IWMP provides watershed management advice to address the wide range of issues raised by stakeholders. Through its implementation, NSWA strives to address the three goals of *Water for Life*:

- Safe secure drinking water supply
- Healthy aquatic ecosystems
- Reliable, quality water supplies for a sustainable economy

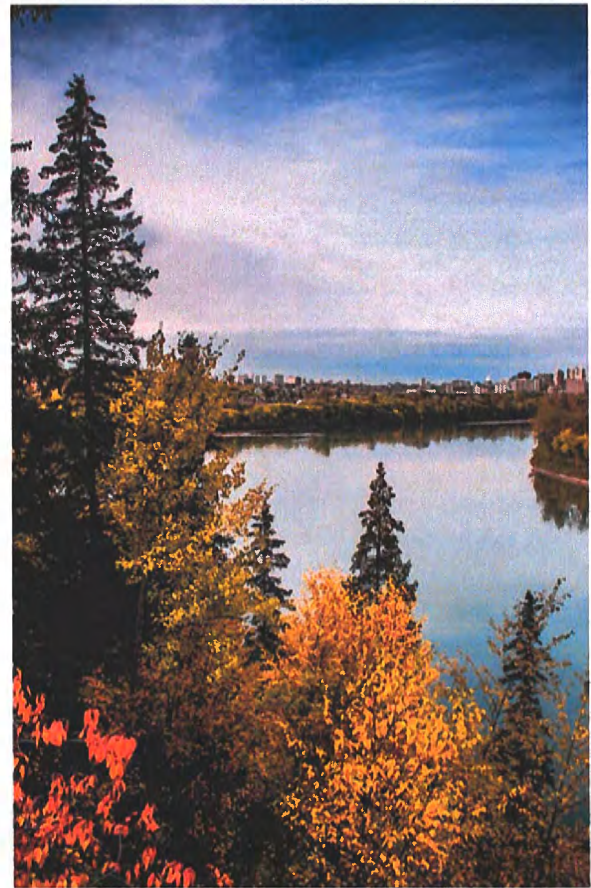
### NSWA'S VISION

*People working together for a healthy and functioning North Saskatchewan River watershed – today and tomorrow.*

### NSWA'S MISSION

To educate and increase the public's understanding of watershed protection and its importance by developing and providing programs on the protection and improvement of water quality, water quantity and the health of the North Saskatchewan River Watershed.

To conduct research related to the protection of the North Saskatchewan River Watershed and to disseminate the results of that research.



*Looking downstream at Edmonton—Images Alberta*

## NSWA ANNUAL REPORT 2017-18

### NSWA MEMBERSHIP

The NSWA collaborates with many stakeholder groups and encourages all sectors, user groups and interested citizens from across the watershed to become involved in watershed management. During 2017-18 the NSWA continued to engage individuals, municipal jurisdictions and other stakeholders in NSWA projects and activities. Board members are elected at the Annual General Meeting and commit to two years of service from the date of the AGM. The following individuals served on the NSWA Board during 2017-18. We acknowledge and appreciate their dedicated efforts to support watershed planning and management in Alberta.

### NSWA BOARD OF DIRECTORS 2017-18

Position	Name	Sector
<b>President*</b>	Pat Alexander	Municipal
<b>Interim President</b>	Ken Crutchfield	NGO
<b>Interim Vice President</b>	Dr. Laurie Danielson	Industry
<b>Treasurer</b>	Dr. Stephen Craik	Utility
<b>Secretary*</b>	Candace Vanin/Sharon Reedyk	Government of Canada
<b>Director</b>	Bill Fox	Agriculture
<b>Director</b>	Leah Hamonic	NGO
<b>Director</b>	Jamie Bruha	Alberta Government
<b>Director</b>	Tony Lemay	Alberta Government
<b>Director</b>	John Thompson	Member-at-Large
<b>Director</b>	Jason Wilkins	Petroleum
<b>Director</b>	Alan Corbett	Municipal
<b>Director*</b>	Dwight Dach	Municipal
<b>Director*</b>	Marc Gressler	Municipal
<b>Director</b>	John McNab	Municipal
<b>Director</b>	Bob Winship	Forestry
<b>Director</b>	Anne Marie Bertagnolli	Agriculture
<b>Director</b>	Brian Laustsen/Kevin Toney	Utility
<b>Advisor</b>	Vacant	City of Edmonton
<b>Advisor</b>	Vacant	Aboriginal First Nation
<b>Advisor</b>	Vacant	Métis

( \* currently vacant )

## NSWA ANNUAL REPORT 2017-18

### NSWA STAFF

The NSWA benefitted from the efforts of the following twelve people during 2017-18:

- David Trew (Executive Director)
- Mara Erickson, Mary Ellen Shain, Melissa Logan, Breda Muldoon (Watershed Coordinators)
- Dr. Cristina Buendia and Gordon Thompson (Technical Advisors)
- Billie Milholland (Communications Coordinator)
- Elisa Brose (Office Coordinator)
- Brittany Jackson (Summer Intern)
- Ellen Cust (Finance and Bookkeeping Contractor)
- Petra Rowell (Watershed Planning Contractor)



**Staff photo taken at the NSWA AGM in June 2017**

*(Back L-R) Dave Trew, Cristina Buendia, Elisa Brose, Gord Thompson, Billie Milholland  
(Front L-R) Brittany Jackson, Breda Muldoon, Melissa Logan, Mara Erickson, Mary Ellen Shain  
Missing : Ellen Cust, Petra Rowell*

### NEW DIRECTIONS

After twelve years of scientific and watershed planning leadership David Trew is stepping down as the Executive Director of the NSWA. He has led the NSWA through many milestones including the development of the IWMP and the establishment of the subwatershed alliances for Sturgeon, Vermilion and the Headwaters regions. Dave also brought his expertise and passion to help many local watershed stewardship groups on lake management projects. Dave will continue to work with the NSWA as a technical and policy advisor, but will be spending more time with his family, travelling to warmer climates and honing his already impressive music and gardening talents.

Our new Executive Director, Leah Kongsrude, was selected by the Board in May 2018. Leah has an extensive background in environmental management at both provincial and municipal levels, and is very well informed about watershed management. She has been a long-time collaborator with the NSWA, and comes well prepared to lead our organization forward.

## NSWA ANNUAL REPORT 2017-18

### FUNDING OVERVIEW

The NSWA acknowledges the many partners that provide operational and project funding in support of watershed management in the NSR basin. Full details are presented in the 2017-18 Financial Statement prepared by Lim and Associates, Certified General Accountants, Edmonton.

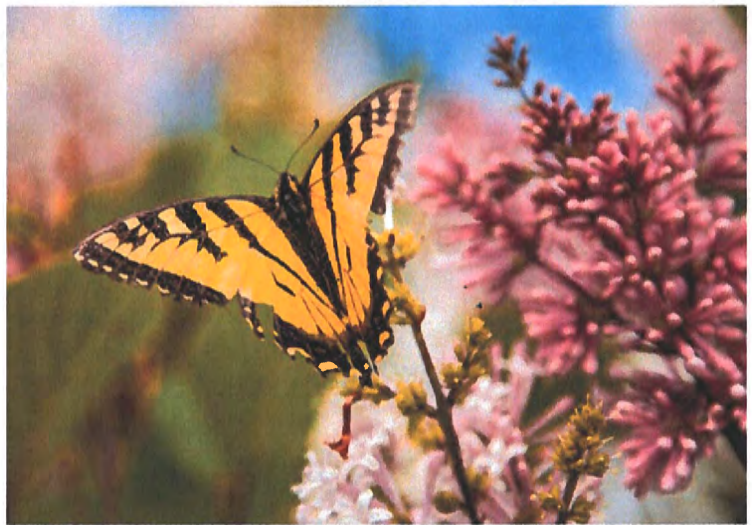
We thank Alberta Environment and Parks (AEP) for a generous operating grant in 2017-18 under *Water for Life: Alberta's Strategy for Sustainability* and for commitments from Environment Minister Shannon Phillips to sustain WPAC funding until March 31, 2020. We also greatly appreciate EPCOR for their significant funding support.

We thank 40 Rural and Urban Municipalities for *per capita* contributions to NSWA operations during 2017-2018. These municipalities included: Cities of Edmonton, Fort Saskatchewan, and St. Albert; Strathcona County and the Counties of Brazeau, Clearwater, Lac Ste. Anne, Lamont, Leduc, Minburn, Parkland, St. Paul, Sturgeon, Two Hills, and Vermilion River; the Towns of Bruderheim, Drayton Valley, Elk Point, Gibbons, Onoway, Rocky Mountain House, St. Paul, Tofield, Vegreville and Vermilion; the Villages of Holden, Innisfree, Myrnam and Wabamun; and the Summer Villages of Ross Haven, Seba Beach, Silver Sands, South View, Spring Lake, Sunset Point, Sunrise Beach, and West Cove.

Significant in-kind contributions were provided by: members of the NSWA Board of Directors; EPCOR; the City of Edmonton; the Vermilion River Watershed Alliance Board members; the Sturgeon River Watershed Alliance Steering and Technical Advisory Committees; the Headwaters Alliance Steering and Technical Committees; Wabamun Watershed Management Council (WWMC); Mayatan Lake Management Association (MLMA), Lake Isle Lac Ste. Anne Stewardship Society (LILSA), Antler Lake Stewardship Committee, Hubbles Lake Stewardship Society, Baptiste and Island Lake Stewardship Society (BAILS).

The NSWA gratefully acknowledges the contributions of these individuals, and their respective organizations, in terms of time, expertise and travel costs. NSWA also appreciates the continued commitment from all volunteers who support our work.

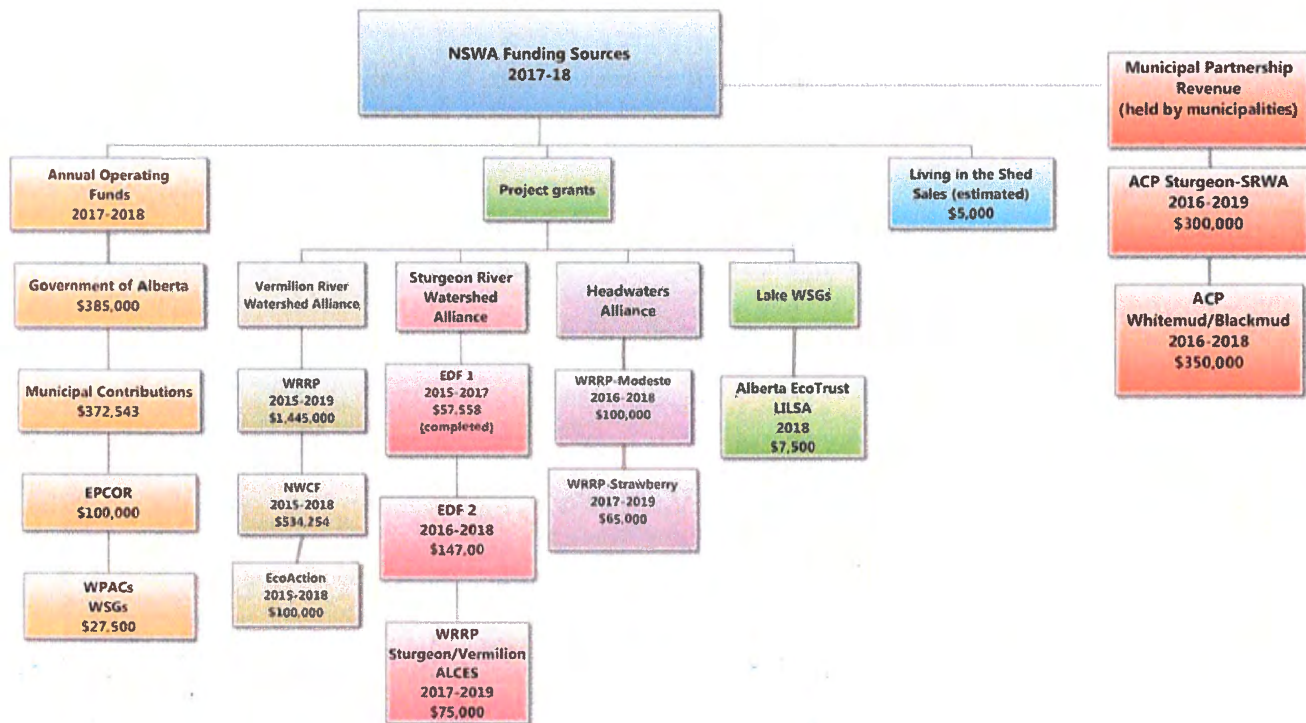
The NSWA seeks grants for technical studies and restoration projects, primarily in support of municipal watershed partnerships. The primary sources have been the Government of Canada's Environmental Damages Fund (EDF), National Wetland Conservation Fund (NWCFF), EcoAction Community Fund; the Government of Alberta's Watershed Resiliency and Restoration Program (WRRP), and the Alberta Community Partnership Program (ACP). The NSWA partnered with Lake Isle and Lac Ste. Anne Water Quality Management Society (LILSA) and received an Alberta EcoTrust grant for education opportunities related to the invasive flowering rush plant impacting Lake Isle and Lac Ste. Anne.



*Tiger Swallowtail on Flower*  
Roger Kirchen—Images Alberta

## NSWA ANNUAL REPORT 2017-18

## OPERATIONAL AND PROJECT FUNDING SOURCES (2017-18)



**EDF - Environmental Damages Fund**

**WRRP - Watershed Resiliency and Restoration Program**

**NWCF - National Wetland Conservation Fund**

**EcoAction - EcoAction Community Fund**

**ACP- Alberta Community Partnership**

**WPAC - Watershed Planning and Advisory Council**

**WSG - Watershed Stewardship Group**

## NSWA ANNUAL REPORT 2017-18

## STRATEGIC AND OPERATIONAL PLANNING

The NSWA Board of Directors, following the Vision, Mission, Goals and Strategic Directions of the organization, developed the 2017-18 Operating Plan and Budget. The three Goal statements for the North Saskatchewan Watershed Alliance for the operating year 2017-18 were:

1. **Provide leadership in watershed management**
2. **Support and inform collaborative watershed planning**
3. **Ensure the NSWA is functional and sustainable**

The NSWA's primary initiative for 2017-18 was the ongoing implementation of the *Integrated Watershed Management Plan (IWMP) for the North Saskatchewan River*, published in 2012. Work continued to develop the long-term collaboration required to achieve the goals of the IWMP and to implement the recommended actions. The NSWA has continued its role as a bridging organization, bringing other organizations and sectors together to discuss and develop specific watershed initiatives.

## STRATEGIC GOAL 1: PROVIDE LEADERSHIP IN WATERSHED MANAGEMENT

The NSWA supported the ongoing strategic development of Municipal Watershed Partnerships during 2017-18 to address regional and local watershed issues. The partnerships include the Vermilion River Watershed Alliance, the Sturgeon River Watershed Alliance and the Headwaters Alliance. All municipal partnerships are supported by both elected officials and staff, and provide the local leadership necessary to guide IWMP implementation. The NSWA provided technical, administrative and project funding support to each municipal partnership. The NSWA also provided support to seven lake watershed stewardship groups.

Headwaters Alliance	Sturgeon River Watershed Alliance	Vermilion River Watershed Alliance	Lakes and Other Projects
<ul style="list-style-type: none"> <li>● Clearwater County</li> <li>● Brazeau County</li> <li>● Wetaskiwin County</li> <li>● Leduc County</li> <li>● Parkland County</li> <li>● Town of Drayton Valley</li> <li>● Town of Rocky Mountain House</li> <li>● Town of Devon</li> <li>● Town of Thorsby</li> <li>● O'Chiese First Nation</li> <li>● Alberta Environment and Parks</li> </ul>	<ul style="list-style-type: none"> <li>● Parkland County</li> <li>● Sturgeon County</li> <li>● Lac Ste. Anne County</li> <li>● City of Edmonton</li> <li>● City of St. Albert</li> <li>● City of Spruce Grove</li> <li>● Town of Gibbons</li> <li>● Town of Morinville</li> <li>● Town of Onoway</li> <li>● Summer Villages of Lac Ste. Anne County East</li> <li>● Big Lake Environmental Support Society</li> <li>● Alberta Conservation Association</li> <li>● Alberta Environment and Parks</li> </ul>	<ul style="list-style-type: none"> <li>● County of Vermilion River</li> <li>● County of Minburn</li> <li>● Beaver County</li> <li>● County of Two Hills</li> <li>● County of St. Paul</li> <li>● Holden Drainage District</li> <li>● Alberta Drainage Council</li> <li>● Vermilion River Operations Advisory Committee</li> <li>● Town of Vermilion</li> <li>● Town of Vegreville</li> <li>● Town of Two Hills</li> <li>● Agriculture and Agri-Food Canada</li> <li>● North American Waterfowl Management Plan</li> <li>● Alternative Land Use Services Canada</li> <li>● Alberta Environment and Parks</li> </ul>	<ul style="list-style-type: none"> <li>● Parkland County</li> <li>● Mayatan Lake Management Association</li> <li>● Lake Isle Lac Ste. Anne Stewardship Association</li> <li>● Jackfish Lake Management Association</li> <li>● Wabamun Watershed Management Council</li> <li>● Antler Lake Stewardship Committee</li> <li>● Hubbles Lake Stewardship Society</li> <li>● Baptiste and Island Lakes Stewardship Society</li> <li>● Blackmud -Whitemud Project - County of Strathcona, Leduc County, Cities of Edmonton and Leduc, and the Town of Beaumont</li> <li>● Alberta Environment and Parks</li> </ul>

## NSWA ANNUAL REPORT 2017-18

**GOVERNMENT OF ALBERTA**

The NSWA actively contributed to discussions regarding watershed planning mandates and capacities in Alberta, and has contributed to regional planning activities under the North Saskatchewan Regional Plan (Land Use Framework). NSWA actively supported AEP's work on the Water Management Framework for the Capital Region and Industrial Heartland, and AEP's recommended evaluation of future stormwater discharge to Whitemud and Blackmud Creeks.

**WATERSHED PLANNING AND ADVISORY COUNCILS (WPACs)**

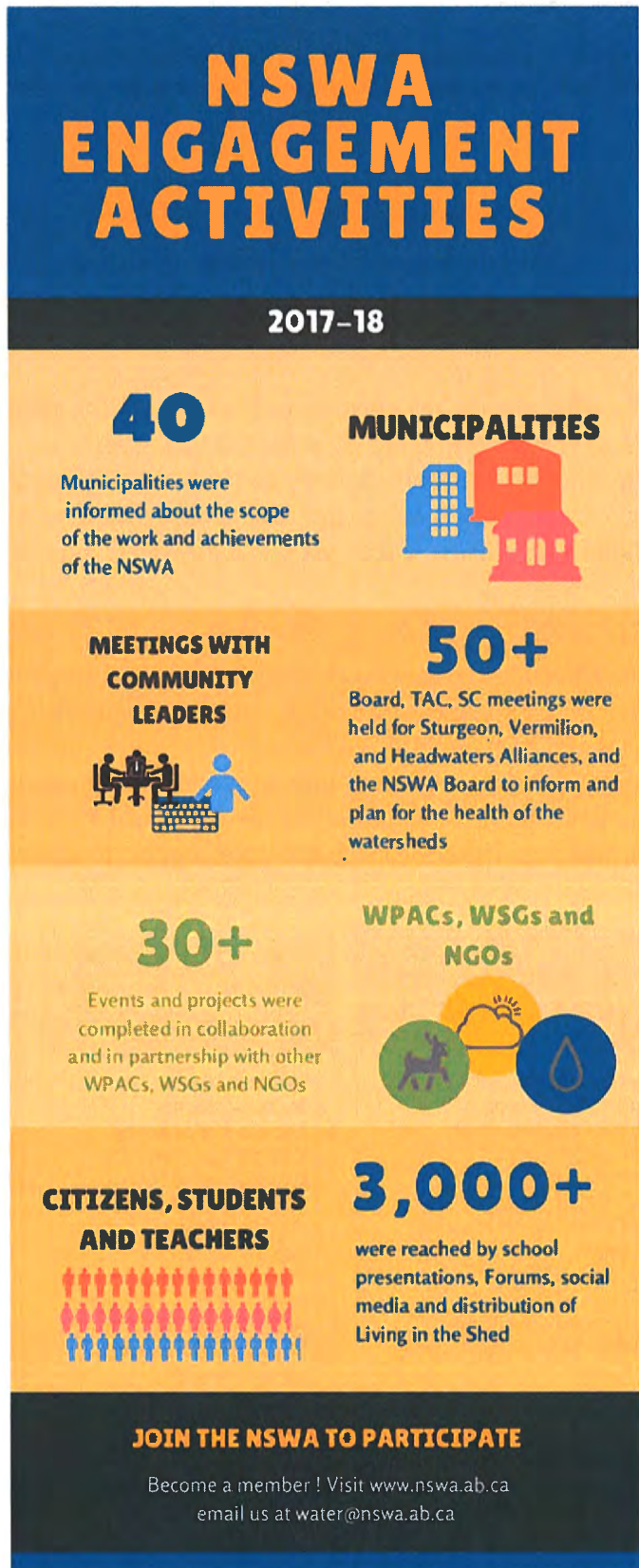
The NSWA continued to work with the other key partnerships established under *Water for Life: Alberta's Strategy for Sustainability*. The Executive Directors of all WPACs continue to meet quarterly to discuss mutual progress, operational concerns and organize the Annual WPAC Summit. The *2017 Compendium of Achievements* for Alberta WPACs is available on the NSWA website.

**ALBERTA WATER COUNCIL WATER FOR LIFE IMPLEMENTATION REVIEW**

The Alberta Water Council regularly reviews the progress of "Water for Life" and recommends to the Government of Alberta how implementation could be enhanced. NSWA is actively involved in the work of the Review Committee as the representative of the WPAC Sector. *The Review of Water for Life Implementation Progress*, released in May 2017, highlights the strengths and weaknesses of the strategy and recommends opportunities for improvement.

**STAKEHOLDER COMMUNICATION AND OUTREACH**

NSWA staff participate in discussions, meetings and briefings with key watershed partners. This infographic depicts the scope of these activities, which includes the NSWA website, newsletters, education forums and social media.



## NSWA ANNUAL REPORT 2017-18

## EDUCATIONAL FORUMS



Educational Forums are an important part of the NSWA's communication activities that support the IWMP and encourage exchange of watershed management knowledge. Four Forums were organized during 2017-18 and all received excellent feedback from participants. Forum presentations are posted on our website [www.nswa.ab.ca](http://www.nswa.ab.ca)

On April 6, 2017, 135 people attended the first Forum, *Water Quality in the North Saskatchewan River Basin*. They listened to experts speak on a variety of topics: water quality monitoring, drinking water protection, headwaters forestry management, agriculture, and industrial wastewater management.

The NSWA partnered with Alberta Environment and Parks for the annual Alberta Recreational Lakes (ARL) Forum held at Lake Isle in May, 2017. Topics included: flowering rush information, State of the Watershed Report for Lake Isle-Lac Ste. Anne and whirling disease. These updates were well received by watershed groups and various lake practitioners.



In October, 2017, the NSWA collaborated with the Partners FOR the Saskatchewan River Basin (PFSRB) on a third Forum: *Transboundary Issues in the Saskatchewan River Basin*. Delegates and speakers discussed provincial and local perspectives on topics including water quality, water allocation, First Nations Source Water Protection Plans and ongoing watershed work in the basin.

A fourth Forum, *Municipal Progress in Watershed Management*, was held on February 1, 2018. Updates from municipal partners illustrated innovative concepts and activities implemented by municipalities in the watershed. Networking opportunities for the over 120 participants was a highlight.



NSWA appreciates the time that expert speakers contribute to the Forums

## NSWA ANNUAL REPORT 2017-18

### OUTREACH ACTIVITIES

In 2017-18, the NSWA participated in many community events and watershed stewardship group activities. The NSWA partnered with the Battle River Watershed Alliance in the *Caring for our Watersheds* contest for students. NSWA staff gave school presentations on watershed themes, and had displays at events like Sturgeon River Cleanup, Telus World of Science Dark Matters, EPCOR's Riverfest, World Water Day #YEG, and YEG Blue Drinks.



School presentations allow us to experience and be inspired by the enthusiasm of young people in the watershed. A highlight this year was a field trip with Duffield school students—a day at Mayatan and Hasse Lakes in partnership with Mayatan Lake Management Association (MLMA), Alberta Lake Management Society (ALMS), Alberta Conservation Association (ACA), and Alberta Environment and Parks (AEP).

*Breda and Bugs—Duffield School field trip to Mayatan and Hasse Lakes -May 2017*

### WORLD WATER DAY YEG

A collaborative group of water professionals created the World Water Day #YEG event on March 22, 2018. Over 300 people heard excellent speakers, watched the film "Sustainable Me" and enjoyed blue drinks and pizza. Plans for the 2019 World Water Day are already underway!

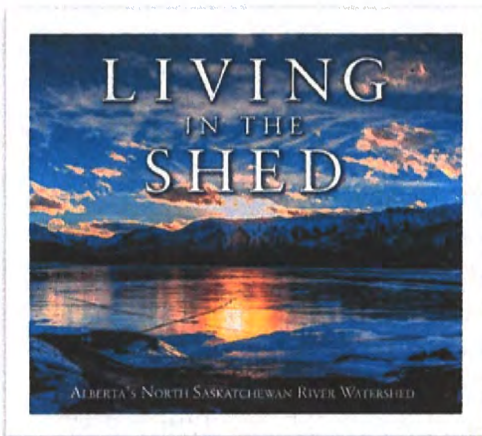
### SOCIAL MEDIA, NEWSLETTERS AND WEBSITE

NSWA staff continued to use social media in 2017-18, raising awareness about the organization's events and projects. The NSWA Twitter feed has 2,319 followers, including environmental organizations, media, all levels of government, non-profit groups, individuals and other WPACs. The NSWA Facebook page has 665 followers. The NSWA newsletter *InStream* keeps NSWA members informed about issues, events, and activities. The NSWA website, [www.nswa.ab.ca](http://www.nswa.ab.ca), is continually updated with new content. Please contact us with event announcements you would like us to promote.



*NSWA staff at EPCOR's Riverfest—Sept. 2017*

## NSWA ANNUAL REPORT 2017-18



*Living in the SHED cover*

Photo—Bill Trout - Images Alberta

The book, *Living in the SHED*, is aimed at the general reader, designed to encourage an appreciation for the land that drains into the NSR watershed and therefore the importance of watershed management. The book includes an overview of historical human impacts on the watershed, as well as a glimpse of subwatershed geography, geology, hydrology, history, culture, land use and fisheries. It sells for \$25.00 from the NSWA office, online, through regional retail stores, at various community events, and by groups and organizations in the NSR watershed.

Promotional events for the book during the past year include:

- Book sale and signing at Chapters St. Albert, Canada Day book event at Carvel General Store, book signing at Fort Edmonton, Elk Point Trade Fair, Fort George/Buckingham House event and Riverfest in Edmonton.
- A community library tour east of Edmonton in the summer of 2017 brought watershed educational opportunities to people in Vegreville, Vermilion and Lloydminster.
- Presentations at the Petrolia Seniors Group, the Canadian Federation of University Women Alumni group and many others—learning about watersheds is for all ages!

Copies of the book are now in medical offices, businesses, and local coffee shops, spreading the watershed management message to a wider audience.



*Barking Buffalo Café—  
Edmonton*

## STRATEGIC GOAL 2 : SUPPORT AND INFORM COLLABORATIVE WATERSHED PLANNING

### INTEGRATED WATERSHED MANAGEMENT PLAN IMPLEMENTATION

In 2012, the NSWA published and distributed the *Integrated Watershed Management Plan for the North Saskatchewan River in Alberta* (IWMP). Since then, the objective has been to implement the plan by gaining broad support and having it guide the protection, management and restoration of the watershed. The plan also serves as the guiding document for subwatershed planning initiatives within the basin. Many potential lines of work are embedded in the IWMP recommendations and are being delivered through municipal watershed partnerships, Watershed Stewardship Groups, educational forums, technical assessments and restoration projects. In the winter of 2017, the NSWA Board of Directors undertook a detailed review of IWMP implementation progress.

## NSWA ANNUAL REPORT 2017-18

## HEADWATERS ALLIANCE



*Cline River -Lake of Falls hike*

*Images Alberta*

The Headwaters Alliance is a partnership of eight municipalities and the O'Chiese First Nation. Members are eager to learn and share information about how they individually and collectively influence watershed health. In February 2018, the Alliance elected Deputy Reeve Jim Duncan (Clearwater County) as their committee Chairperson, and Deputy Reeve AnnLisa Jensen (Parkland County) as their new Vice-Chairperson.

In 2017-18, the Headwaters Alliance continued to address environmental information and policy needs to support the development of watershed management capacity. Major initiatives included:

- The completion of the pilot project *Riparian Health Assessment of the Modeste Subwatershed* which incorporated the innovative use of spatial data obtained from remote sensing information. The *Riparian Health Assessment of the Strawberry Subwatershed* will be finished in the summer of 2018.
- The Headwaters Alliance is evaluating strategies to determine Riparian Health Objectives. An action plan for restoration and conservation of priority areas will follow.
- The NSWA hosted a one-day workshop for NGOs to learn about the Riparian Health Project and provide feedback on the use of the new data. Over 30 organizations were represented. The attendees explored how the information could be used to target their restoration and conservation activities.
- The NSWA, in support of the Headwaters Alliance, is developing a web-portal where the public can view riparian health data, and where stewardship activities related to riparian conservation and restoration can be shared.
- The Headwaters Alliance is supporting a project with ALUS Canada and Alberta Innotech to assess the value of headwaters natural capital in terms of its benefits to local and downstream communities. Grants for this project have been provided by WRRP and NRCAN.
- The changes in the Modernized Municipal Government Act sparked this group's interest in discussing watershed health commitments within the new Intermunicipal Development Plans.

## NSWA ANNUAL REPORT 2017-18

## Sturgeon River Watershed Alliance

The Sturgeon River Watershed Alliance (SRWA), with ten active member municipalities and two NGOs, has continued to assess policy and technical information needs for the watershed. Meetings of the Steering Committee and Technical Advisory Committee continued throughout 2017-18. Deputy Reeve AnnLisa Jensen (Parkland County) was appointed as Steering Committee Chair and Vice-Chair is Councillor Jacquie Hansen (City of St. Albert). The Alexis First Nation has initiated several technical and educational projects in their community and are collaborating with SRWA.



*Sturgeon River looking west*  
Photo-Airscapes

When the following technical studies are finished, results will be analyzed and incorporated into the Sturgeon River Watershed Management Plan:

- An aquatic ecosystem health assessment incorporating water quality, aquatic plant community, fish community and fish habitat studies (Charette Pell Poscente Environmental)
- A riparian health assessment on all major waterbodies within the Sturgeon River watershed (Fiera Biological Consulting)
- A review of existing municipal policies with recommendations for improving collaboration (ParioPlan)
- A natural areas mapping project for the Sturgeon River watershed (ALCES/ MACHydro)
- A cumulative effects modeling project linking landscape change to hydrologic function (ALCES/ MACHydro )
- Technical Bulletins: *Influence of Climate, Landscape Change and Licensed Water Removal on Flows in the Sturgeon River Basin, and Lake Level Trends in Alberta* (NSWA)
- An overview of gravel mining impacts (NSWA)
- An overview of groundwater conditions in the Sturgeon River watershed (A. Oiffer)
- Updated water balance reports for Lake Isle and Lac Ste Anne (S. Figluzzi and Associates)

## NSWA ANNUAL REPORT 2017-18



The NSWA is helping to restore and enhance wetlands and riparian areas in the Vermilion River watershed in partnership with the Vermilion River Watershed Alliance (VRWA). With funding from the Watershed Resiliency and Restoration Program (WRRP), as well as two grants from Environment and Climate Change Canada, restoration/enhancement activities are collectively managed by the NSWA to implement key recommendations of the *Vermilion River Watershed Management Plan* (2012).

In spring 2017, eighteen landowners applied for over twenty different restoration and enhancement projects throughout the watershed. Eight projects were completed in the summer of 2017, with the remainder to be completed in 2018. An additional component of wetland restoration work was conducted in partnership with Ducks Unlimited Canada.

Two successful seasons of wetland/riparian restoration projects have resulted in:

- over 100 hectares of wetlands and riparian areas enhanced, and 25 hectares of wetlands restored.
- 24 landowners have taken part in this program and 29 projects are either completed or are in progress

We are preparing for a third season of wetland/riparian restoration projects. The NSWA and VRWA hosted an open house in Vermilion in February 2018 which was attended by over fifty landowners and received local media coverage. The VRWREP funding opportunity was promoted and staff featured both the VRWA website (vrwa.ca) as well as the *Stewardship in the VRW* film, which introduced the VRWA and highlighted landowner projects. All original deliverables for the provincial and two federal grants funding this program have either been met or exceeded.

The ALCES Group continues to develop the hydrologic-land use simulation model for the Vermilion River Watershed. Project deliverables include an analytical tool for assessing watershed conservation and restoration strategies as they relate to flood and drought mitigation, within the context of the cumulative effects of human land use and climate change. The development of a 'roll-out' plan for the tool's use and dissemination to municipal planners and other interested stakeholders is underway.



**VRWA Wetlands Restoration—NSWA photos**



**Mara Erickson (NSWA) recognizes the stewardship of the Axe family of Terra Caritatis-Patris Farm - 2017 VRWREP participants**

## NSWA ANNUAL REPORT 2017-18

### BLACKMUD/WHITEMUD CREEKS SURFACE WATER MANAGEMENT



*Whitemud Creek - Bill Trout - Images Alberta*

The NSWA has been facilitating and chairing a municipal group studying surface water management issues in the Blackmud and Whitemud Creek watersheds. The municipalities involved are Leduc County and the County of Strathcona, the Cities of Edmonton and Leduc, and the Town of Beaumont. Alberta Environment and Parks has also participated as an advisor. The group received a \$350,000 Alberta Community Partnerships Grant from the Government of Alberta for this study. Associated Engineering was selected to do the study and has worked closely with the group throughout the project.

The study is now complete, and the final report accepted by the municipal participants. The key recommendation is that flow from all new development be controlled to a maximum release rate of 3.0 litres/second/hectare. This was based on consideration of peak flows, flow volume, flooding, and erosion rates. The study also identified the need for additional regional stormwater flow capacity, either by deepening existing flow channels or by installing trunk sewers, and avoiding development in areas subject to flooding.

The municipalities have now applied for a "fenceline" Water Act approval that would require all future stormwater management facilities in the watershed to be designed for the 3.0 litres/second/hectare release rate. The Group has worked together very well and achieved consensus on all aspects of the study. This initiative is another model of watershed management based on multi-jurisdictional cumulative effects studies.

### INDUSTRIAL HEARTLAND AND CAPITAL REGION WATER MANAGEMENT FRAMEWORK

NSWA participates in AEP's Implementation Advisory Committee for this Framework. The Committee's scope includes cumulative effects management using a maximum allowable load approach, monitoring and evaluating achievement of framework objectives, communicating actions, improving knowledge, and considering emerging issues. Current initiatives include improving characterization of industrial wastewater effluent discharges, updating information on NSR water quality and aquatic ecosystem health, and maintaining and managing water quality modeling capability. This continues to be a valuable opportunity to work with AEP and Capital Region municipalities and industries on the management of water quality in the North Saskatchewan River.

## NSWA ANNUAL REPORT 2017-18

### EPCOR's NORTH SASKATCHEWAN RIVER WATER QUALITY MONITORING INITIATIVE

The NSWA has been supporting the development and implementation of a new, comprehensive water quality monitoring initiative for the NSR Basin. This four-year program has been enabled by \$1 million in annual funding secured by EPCOR. The program will run from 2018 to 2021, and will support the implementation of several provincial and municipal planning initiatives, including:

- The provincial *North Saskatchewan Regional Plan*
- The North Saskatchewan Watershed Alliance's *Integrated Watershed Management Plan*
- The Water Management Framework for the Industrial Heartland and Capital Region
- EPCOR Water Canada's *Source Water Protection Plan*
- The City of Edmonton's *River for Life Strategy*

The NSWA is a member of the project Steering Committee, which will provide oversight and direction to the program, including financial, technical and communications activities. This comprehensive sampling program will be designed to address several water quality management themes, including:

- The improved assessment of river and tributary water quality
- The assessment of tributary contaminant loadings to the mainstem
- The establishment of water quality objectives for key tributaries
- The identification of tributary/sub-watershed management priorities
- Enhanced cumulative effects management
- Source water protection and health risk reduction for drinking water supplies
- The improved understanding of aquatic ecosystem health



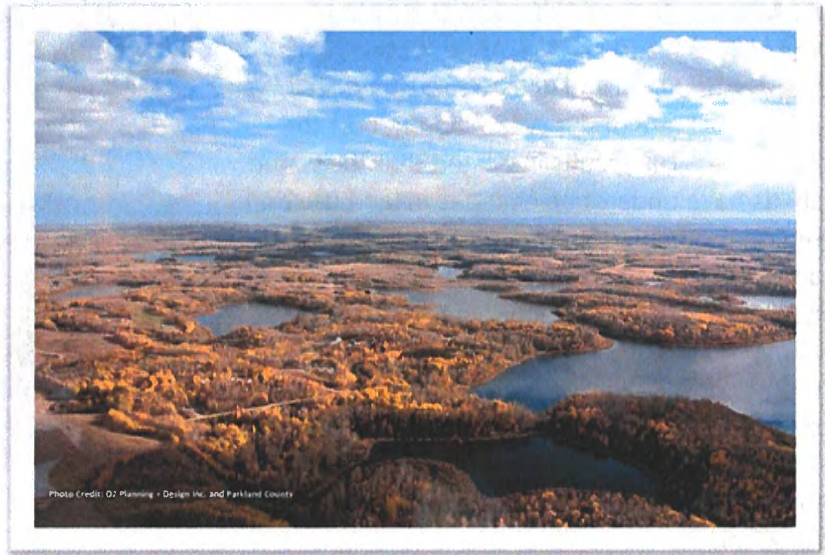
***Coronet Glacier—Brazeau Subwatershed—Headwaters***

*Images Alberta—Dianne Fuson*

## NSWA ANNUAL REPORT 2017-18

## MAYATAN LAKE WATERSHED MANAGEMENT PLAN IMPLEMENTATION

The *Mayatan Lake Watershed Management Plan* was completed by NSWA in 2016. The plan identifies specific actions needed to maintain lake health, describes the roles and responsibilities of the various stakeholders and presents an implementation strategy based on both voluntary and statutory activities. The NSWA is currently working with the Mayatan Lake Management Association (MLMA), local residents and jurisdictions to begin plan implementation. A Terms of Reference has been drafted to guide the implementation process and the Implementation Committee.



**Aerial Photo Mayatan Lake**

*Photo credit : Parkland County and O2 Planning and Design*



**Sunset over Wabamun Lake**

*Roger Kirchen—Images Alberta*

## WABAMUN LAKE WATERSHED MANAGEMENT PLAN

Parkland County finalized the *Wabamun Lake Sub-Watershed Land Use Plan* in 2016. As part of the Plan, they recommended an Integrated Watershed Management Plan be developed to maintain and protect the health of Wabamun Lake and its watershed. The Wabamun Watershed Management Council (WWMC) approached the NSWA in 2016 to assist in the development of the Watershed Management Plan. The NSWA, with the WWMC and AEP, drafted a Terms of Reference for the Plan. A Steering Committee was formed. A consultant will help stakeholders initiate the planning process.

## LAKES OF PARKLAND COUNTY HYDROLOGIC 'FINGER PRINTING' STUDY

The NSWA has supported the second year of the collaborative study between Dr. Duane Froese, University of Alberta, Department of Earth Science, and the Lakes of Parkland County group. Community volunteers at eight lakes took weekly lake and well water samples over the summer and fall of 2017. Isotope testing of these samples was done by students at the U of A to help determine the groundwater contribution to the water balance of the lakes, and to help resolve questions about declining lake levels in several lakes. Preliminary results indicate that the lake levels are influenced primarily by precipitation, and groundwater has limited effects.

## NSWA ANNUAL REPORT 2017-18

### LAKE ISLE AND LAC STE. ANNE STATE OF THE WATERSHED REPORT

The Lake Isle and Lac Ste. Anne Water Quality Management Society (LILSA) requested NSWA to prepare a State of the Watershed Report for both lakes. The results indicated that the watersheds have undergone changes in land use and regional climate patterns, which have been accompanied by changes in water quantity and quality in the lakes. A new water balance and phosphorus budget were also completed. The report consolidates environmental information on the Lake Isle and Lac Ste. Anne watersheds to support future planning and management discussions. The final report was completed in May 2017.



*Lac Ste. Anne—NSWA photo*

### LILSA ALBERTA ECOTRUST GRANT

The NSWA partnered with the Lake Isle and Lac Ste. Anne Water Quality Management Society (LILSA) to secure funding from Alberta EcoTrust for educational activities over the summer of 2018. Lake residents will be informed about the flowering rush issues at these lakes.



*Great Blue Heron—Images Alberta*

### HUBBLES LAKE

The Hubbles Lake Stewardship Society approached the NSWA in 2016 to prepare a State of the Watershed Report. Work was initiated in 2017 and a draft report will be prepared in 2018.

### ANTLER LAKE

The Antler Lake Stewardship Committee approached the NSWA in 2016 to prepare a State of the Watershed Report. Work was initiated in 2017 and a draft report will be prepared in 2018.

### BAPTISTE AND ISLAND LAKES

The goal of the Baptiste Lake and Island Lake Watershed Management Project is to devise methods to preserve and protect the health of the lakes and their watersheds. The Project is a collaborative planning initiative conducted by the Baptiste and Island Lake Stewardship Society (BAILS), the six Summer Villages, the County of Athabasca, the Province of Alberta and other watershed stakeholders. The Baptiste and Island Lake Watershed Management Plan, and accompanying implementation strategies, will provide long-term guidance consistent with the goals of *Water for Life: Alberta's Strategy for Sustainability (2003)*. NSWA is providing technical and planning support to this initiative.

## NSWA ANNUAL REPORT 2017-18

### TECHNICAL REPORTS AND PUBLICATIONS

The NSWA has published a large number of technical studies on the NSR watershed, covering a diverse range of topics including hydrology, water quality, ecosystem health, economics, and watershed policy, etc. These studies have been conducted to support watershed planning at the basin and sub-basin scale, and include the mainstem, tributaries and lakes. These reports have been prepared by NSWA staff or by consultants working under NSWA direction. Most reports are available on the NSWA website.

### NSWA PUBLICATION LIST (2002-2018)

- ◆ Modeste Watershed Riparian Area Assessment (2018)
- ◆ Water Balance for Antler Lake, Alberta (2018)
- ◆ Water Balance for Hubbles Lake, Alberta (2018)
- ◆ Water Balance for Baptiste Lake, Alberta (2018)
- ◆ Blackmud/Whitemud Creek Surface Water Management Study Final Report (2017)
- ◆ Lake Level Trends in Alberta (Technical Bulletin 2017)
- ◆ Isle Lake and Lac Ste Anne State of Watershed Report (2017)
- ◆ Influence of Climate, Landscape Change and Licenced Water Removal on Flows in the Sturgeon River Basin (Technical Bulletin 2017)
- ◆ Vermilion River and Stretton Creek Water Quality at Low Flow (2017)
- ◆ Isle Lake and Lac Ste Anne Water Balance Assessment (2016)
- ◆ Mayatan Lake Watershed Management Plan (2016)
- ◆ Aquatic Ecosystem Health Assessment – Vermilion River (2016)
- ◆ Aerial Assessment of Riparian Areas of the Vermilion River and its Major Tributaries (2016)
- ◆ Assessment of Existing Water Supply and Demand Data for the Sturgeon River Basin (2016)
- ◆ Jackfish Lake State of the Watershed Report (2016)
- ◆ River Flows, Lake Levels, Groundwater Levels and Climate Change Patterns in the Sturgeon River Watershed (Technical Bulletin 2016)
- ◆ Living in the Shed (2015)
- ◆ Towards Science-Based Lake Management Planning Approaches for Alberta (2015)
- ◆ A Compilation of Stream Nutrient Data for Alberta (2015)
- ◆ Riparian Health Assessment of Wabamun Lake (2015)
- ◆ Preliminary Steps for the Assessment of Instream Flow Needs in the NSR Basin (2014)
- ◆ Lac Ste Cyr Water Quality Assessment (2013)

(CONTINUED)

## NSWA ANNUAL REPORT 2017-18

### PUBLICATION LIST (CONTINUED)

- ◆ Vermilion River Watershed Management Plan (2012)
- ◆ Integrated Watershed Management Plan for the North Saskatchewan River in Alberta (2012)
- ◆ Atlas of the North Saskatchewan River Watershed in Alberta (2012)
- ◆ Mayatan Lake State of the Watershed Report (2012)
- ◆ Workbook Results: Integrated Watershed Management Plan for the NSR (2012)
- ◆ Regulation of Water Use in Alberta (Technical Bulletin 2012)
- ◆ A Workbook to share your views on Developing an Integrated Watershed Management Plan (IWMP) for the North Saskatchewan River Watershed (2011)
- ◆ Discussion Paper for the Development of an Integrated Watershed Management Plan for the North Saskatchewan River Watershed in Alberta (2011)
- ◆ Discussion Paper for the Development of an Integrated Watershed Management Plan for the Vermilion River Watershed in Alberta (2011)
- ◆ North Saskatchewan Watershed Alliance: Developing Collaborative Planning Partnerships (2010)
- ◆ Economic Activity and Ecosystem Services in the North Saskatchewan River Basin (2010)
- ◆ North Saskatchewan River Basin: Socio-Economic Profile 2006 (2010)
- ◆ North Saskatchewan River Integrated Water Quality Model: Runoff Sub model Implementation and Initial Calibration (2010)
- ◆ Proposed Site-Specific Water Quality Objectives for the Mainstem of the NSR (2010)
- ◆ Hydrodynamic and Water Quality Model of the North Saskatchewan River (2009)
- ◆ North Saskatchewan River Basin Overview of Groundwater Conditions, Issues and Challenges (2009)
- ◆ Vermilion River Water Supply & Demand Study (2009)
- ◆ Cumulative Effects Assessment of the North Saskatchewan River Watershed using ALCES (2009)
- ◆ Engaging Rural Municipalities: Forum Final Report (2009)
- ◆ Water Supply Assessment for the North Saskatchewan River Basin (2008)
- ◆ Assessment of Climate Change Effects on Water Yield from the NSR Basin (2008)
- ◆ Current and Future Water Use in the North Saskatchewan River Basin (2007)
- ◆ Instream Flow Needs Scoping Study (2007)
- ◆ Municipal Guide (2006)
- ◆ Integrated Watershed Management Plan for the North Saskatchewan River Watershed in Alberta -Terms of Reference (2005)
- ◆ State of the North Saskatchewan Watershed (2005)
- ◆ The Story of this River is the Story of the West – CHRS Background Study (2005)
- ◆ Watershed Tool Kit (2003)
- ◆ River Guide (2002)

## NSWA ANNUAL REPORT 2017-18

**STRATEGIC GOAL 3: ENSURE THE NSWA IS FUNCTIONAL AND SUSTAINABLE****NSWA GOVERNANCE**

The NSWA Board of Directors conducts regular reviews of its governance manual to improve future operations of the NSWA Society. The Governance Committee and Board recommend organizational approaches for the NSWA with the development of new governance, financial and operational protocols for the Board of Directors. These changes reflect the evolution and organizational learnings of the NSWA since being appointed the WPAC in 2005 and are designed to improve overall effectiveness. They also reflect the changing policy and planning environment in Alberta. A key organizational goal for NSWA is to strengthen its role as the primary watershed planning entity for the NSR basin.

**OPERATIONAL PLAN 2017-18**

The NSWA Board of Directors and staff worked together in 2017-18 to develop an improved operational planning document that combines elements of the three-year Strategic Plan, an annual work plan and proposed annual budget. This annual "*Operational Plan and Budget*" outlines the priority activities of the organization for the ensuing year and identifies staff and financial resources to complete these activities. It is also used at the end of each year to assess organizational performance.

**CHARITABLE STATUS**

The NSWA was granted charitable status in 2016. The NSWA now accepts donations through the ATB Cares Program in which the NSWA receives 100% of your donation and Alberta Treasury Branch gives a 15 % matching donation ([www.atbcares.com](http://www.atbcares.com)). The NSWA appreciates the support and contributions that help support watershed management activities in the watershed.

**Red necked Grebe  
with chick—  
Beaverhill  
Subwatershed**  
*Roger Kirchen—  
Images Alberta*



## NSWA ANNUAL REPORT 2017-18

The NSWA would like to acknowledge the generous support of Alberta Environment and Parks for an annual operating grant under the *Water For Life* program and project grant funding under the Watershed Resiliency and Restoration Program (WRRP)



The NSWA also appreciates the generous support of EPCOR and many municipal partners



Project grant funding is also provided by:



Environment and  
Climate Change Canada

Environnement et  
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*PHOTO CREDIT : AIRSCAPES*

*Modeste Subwatershed*