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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. | January 16, 2019, Regular Meeting of Council Minutes  | 3-8   |
| 3.2. | January 16, 2019, Public Hearing Minutes Land Use Amending (Cannabis Production/Distribution) Bylaw 2018/16/D | 9-10  |
| 3.3. | January 16, 2019, Public Hearing Minutes and Use Amending (Definition of Adult Businesses) Bylaw 2018/17/D    | 11-12 |
| 3.4. | January 16, 2019, Public Hearing Minutes Land Use Amending (Direct Control Two (DC-2)) Bylaw 2018/18/D        | 13-14 |

4.0 Adoption of:

- |      |   |  |
|------|---|--|
| 4.1. | January 16, 2019, Regular Meeting of Council Minutes  |  |
| 4.2. | January 16, 2019, Public Hearing Minutes Land Use Amending (Cannabis Production/Distribution) Bylaw 2018/16/D |  |
| 4.3. | January 16, 2019, Public Hearing Minutes Land Use Amending (Definition of Adult Businesses) Bylaw 2018/17/D   |  |
| 4.4. | January 16, 2019, Public Hearing Minutes Land Use Amending (Direct Control Two (DC-2)) Bylaw 2018/18/D        |  |

5.0 Public Hearing

- |      |  |       |
|------|--|-------|
| 5.1. | Waste Management Bylaw 2019/02/E                   | 15-17 |
| 5.2. | Signage Amending (Temporary Signs) Bylaw 2019/01/D | 18-19 |

6.0 Decision Items Pages 20-46

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6.1.	Waste Management Bylaw 2019/02/E Presented for Second and Third Readings	20-34
6.2.	Proposed Temporary Signage Bylaw for the Town of Drayton Valley Signage Amending (Temporary Signs) Bylaw 2019/01/D Presented for Second and Third Readings	35-39
6.3.	Town of Drayton Valley Special Event Insurance	40-42
6.4.	Town of Drayton Valley Tagline	43-46

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7.0 Department Reports

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7.1.	Engineering and Development/Capital Project Update	Rick Wheatley
7.2.	Community Services and FCSS	Annette Driessen
7.3.	Emergency Services	Tom Thomson
7.4.	CAO/Administration	Winston Rossouw

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8.0 Council Reports

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8.1. Councillor Peebles

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8.2. Councillor Dodds

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8.3. Councillor Gamma

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8.4. Councillor McGee

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8.5. Councillor Wheeler

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8.6. Mayor Doerksen

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9.0 Adjournment



## Meeting Minutes

### **THOSE PRESENT:**

Councillor Dodds  
Councillor Gammana  
Councillor McGee  
Councillor Peebles  
Councillor Wheeler  
Winston Rossouw, Chief Administrative Officer  
Rick Wheatley, Director of Engineering  
Tom Thomson, Fire Chief  
Kevin McMillan, Director of Finance  
Jennifer Stone, Executive Assistant and Communications  
Leonard Rogers, Manager of Information Services

Sonya Wigglesworth, Engineering Project Manager  
Matt Ellis, Planner  
Keith Arndt, Planning & Development Officer  
Bernice Taylor, ECDC Program Manager  
Cathy Weetman, Western Review  
Members of the Public

### **ABSENT:**

Mayor Michael Doerksen  
Deputy Mayor Ballas  
Annette Driessen, Director of Community Services  
Sean Haig, Community Peace Officer

### **CALL TO ORDER**

Acting Deputy Mayor Corey Peebles called the meeting to order at 9:06 a.m.

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

No items were added to the January 16, 2019, Regular Meeting of Council Agenda.

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

##### **RESOLUTION #001/19**

Councillor Wheeler moved to adopt the Agenda for the January 16, 2019, Regular Meeting of Council, as presented.

**CARRIED**

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

##### **3.1. December 19, 2018, Regular Meeting of Council Minutes**

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

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

##### **4.1. December 19, 2018, Regular Meeting of Council Minutes**

##### **RESOLUTION #002/19**

Councillor McGee moved to adopt the Minutes of the December 19, 2018, Regular Meeting of Council, as presented.

**CARRIED**

**5.0 Public Hearing**

5.1. Bylaw No. 2018/16/D – Land Use Amending (Cannabis Production/Distribution) Bylaw

A separate set of Minutes were recorded for the Public Hearing on Bylaw 2018/16/D.

5.2. Bylaw No. 2018/17/D – Land Use Amending (Definition of Adult Businesses) Bylaw

A separate set of Minutes were recorded for the Public Hearing on Bylaw 2018/17/D.

5.3. Bylaw No. 2018/18/D – Land Use Amending (Direct Control Two (DC-2)) Bylaw

A separate set of Minutes were recorded for the Public Hearing on Bylaw 2018/18/D.

**6.0 Decision Items**

6.1. Proposed Land Use Amending (Cannabis Production/ Distribution) Bylaw 2018/16/D, Presented for Second and Third Readings

**RESOLUTION #003/19**

Councillor Wheeler moved that Council give Second Reading to proposed Bylaw 2018/16/D - Land Use Amending (Cannabis Production/Distribution) Bylaw, as presented.

**CARRIED**

**RESOLUTION #004/19**

Councillor Wheeler moved that Council give Third Reading to proposed Bylaw 2018/16/D - Land Use Amending (Cannabis Production/Distribution), as presented.

**CARRIED**

6.2. Proposed Definition of Adult Businesses Bylaw for the Town of Drayton Valley, Land Use Amending (Definition of Adult Businesses) Bylaw 2018/17/D, Presented for Second and Third Readings

**RESOLUTION #005/19**

Councillor Gammana moved that Council give Second Reading to proposed Bylaw 2018/17/D - Land Use Amending (Definition of Adult Businesses) Bylaw, as presented.

**CARRIED**

**RESOLUTION #006/19**

Councillor Gammana moved that Council give Third Reading to proposed Bylaw 2018/17/D - Land Use Amending (Definition of Adult Businesses) Bylaw, as presented.

**CARRIED**

6.3. Proposed Land Use Amending (Direct Control Two (DC-2)) Bylaw 2018/18/D Presented for Second and Third Readings, Lot 13, Block 9, Plan 5514MC

**RESOLUTION #007/19**

Councillor McGee moved that Council give Second Reading to proposed Bylaw 2018/18/D to rezone the subject lands to a newly created DC-2 district that includes all Permitted Uses in the C2 General Commercial district, all Discretionary Uses in the C2-General Commercial District, in addition to a Cannabis Production/Distribution Facility as a Permitted Use.

**CARRIED**

**RESOLUTION #008/19**

Councillor McGee moved that Council give Third Reading to proposed Bylaw 2018/18/D – Land Use Amending (Direct Control Two (DC-2)) Bylaw, as presented.

**CARRIED**

*Acting Deputy Mayor Peebles called a break at 9:59 a.m.*

*Acting Deputy Mayor Peebles reconvened the meeting at 10:12 a.m.*

- 6.4. Proposed Temporary Signage Bylaw for the Town of Drayton Valley, Signage Amending (Temporary Signs) Bylaw 2019/01/D, Presented for First Reading

**RESOLUTION #009/19**

Councillor Dodds moved that Council give First Reading to Bylaw 2019/01/D - Signage Amending (Temporary Signs) Bylaw, as presented.

**CARRIED**

- 6.5. Waste Management Bylaw 2019/02/E, Presented for First Reading

**RESOLUTION #010/19**

Councillor Wheeler moved that Council give First Reading to Waste Management Bylaw 2019/02/E.

**CARRIED**

- 6.6. Sustainability Vision 2019-2021

**RESOLUTION #011/19**

Councillor Gammana moved that Council accept the presented Sustainability Vision 2019-2021, as presented.

**CARRIED**

- 6.7. Sustainability Committee – Terms of Reference

**RESOLUTION #012/19**

Councillor Dodds moved that Council approve the Terms of Reference for the Internal Sustainability Committee, as presented.

**CARRIED**

- 6.8. Mayor's Advisory Committee Appointment

**RESOLUTION #013/19**

Councillor McGee made a motion to table item 6.8 Mayor's Advisory Committee Appointment.

**CARRIED**

- 6.9. Omniplex Heat Rejection Study

**RESOLUTION #014/19**

Councillor Wheeler moved that Town Council accept the Omniplex Heat Rejection Study as information.

**CARRIED**

- 6.10. Eagle Point Blue Rapids Parks Council Funding Request 2019-2020

**RESOLUTION #015/19**

Councillor McGee moved that Council table item 6.10 Eagle Point Blue Rapids (EPBR) Parks Council Funding Request 2019-2020 to allow Councillor McGee to attend the upcoming EPBR meeting on January 21, 2019.

**CARRIED**

6.11. Rocky Mountain House Request re: Letter to the Prime Minister

**RESOLUTION #016/19**

Councillor Gammana moved that Council accept the draft letter from the Town of Rocky Mountain House to the Right Honourable Justin Trudeau, P.C., M.P. Prime Minister of Canada, and provide the Mayor's signature and the Town crest to the Town of Rocky Mountain House for addition to the proposed letter.

**CARRIED**

6.12. Integral Strategy Network and Parkland County's Request for Letter of Endorsement re: Smart Cities Challenge

**RESOLUTION #017/19**

Councillor Dodds moved that Council provide a Letter of Endorsement to Integral Network Strategy and Parkland County in regards to a collective application by Parkland, Brazeau, Yellowhead, and Lac Ste. Anne Counties to Canada's Smart Cities Challenge.

**CARRIED**

6.13. Property Assessed Clean Energy (PACE) Program

**RESOLUTION #018/19**

Councillor Wheeler moved that Council direct Administration to submit an Expression of Interest to PACE Alberta confirming the Town of Drayton Valley's interest in having a PACE program delivered it is constituents when it becomes available in Alberta.

**CARRIED**

6.14. 2014 Landscape Management Plan

**RESOLUTION #019/19**

Councillor Dodds moved that Council rescind the 2014 Landscape Management Plan, originally adopted on April 2, 2014, by Resolution #066/14.

**CARRIED**

**7.0 Department Reports**

7.1. Engineering and Development/Capital Project Update

Mr. Wheatley provided an update on the activities of the Engineering Department and Public Works Department.

7.2. Community Peace Officer

Mr. Haig was not present to provide a report to Council.

7.3. Community Services, FCSS and ECDC

Mrs. Taylor provided an update on the activities of the Community Services Department.

*Councillor McGee exited the meeting at 11:14 a.m.*

*Councillor McGee returned to the meeting at 11:15 a.m.*

7.4. Emergency Services

Fire Chief Thomson provided an update for Emergency Services as well as the Drayton Valley / Brazeau County Fire Services Stats from December 2018.

- 7.5. CAO/Administration  
 Mr. Rossouw provided Council with an update on various Town activities and initiatives including policy review, improving the tendering process, and reviewing safety practices.

## 8.0 Council Reports

### 8.1. Councillor Wheeler

- Commended Town staff who received Service Awards at the Staff Holiday Party on January 11, 2019

### 8.2. Councillor Dodds

- January 7: Legal and Governance training
- January 7: Homelessness and Poverty Reduction Committee meeting
- January 8: Economic Development Committee meeting
- January 9: Governance and Priorities Committee meeting
- January 11: NorQuest meeting

### 8.3. Councillor Gammana

- January 7: Legal and Governance training
- January 7: Bighorn Rally
- January 8: Economic Development Committee meeting
- January 11: NorQuest meeting

### 8.4. Councillor McGee

- January 8: Economic Development Committee meeting
- January 15: Call-In discussion regarding the Bighorn development

### 8.5. Councillor Peebles

- December 20: Safety Appreciation Breakfast
- Joint Exploratory Recreation and Culture Ad Hoc Committee meeting
- December 21: Master Plan Lions Park design review
- January 7: Legal and Governance training
- January 8: Economic Development Committee meeting
- January 8: Drayton Valley Hotel and Tourism Association meeting
- January 14 & 15: Bio-Economy Workshop

### 8.6. Mayor Doerksen

- Was not present to give a report

## 9.0 Information Items

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9.1. Aquatic Facility Committee Meeting Minutes – October 12, 2018

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9.2. Childcare Operational Board Meeting Minutes – October 16, 2018

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9.3. Joint Exploratory Recreation and Culture Ad Hoc Committee Meeting Minutes – November 2, 2018, and December 10, 2018

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9.4. Sustainability Committee Meeting Notes – November 27, 2018

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9.5. Economic Development Committee Meeting Notes – July 26, 2018, September 5, 2018, October 9, 2018, December 6, 2018

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9.6. Drayton Valley / Brazeau County Fire Services Stats – December 2018

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**RESOLUTION #020/19**

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

**10.0 Adjournment**

Acting Deputy Mayor Peebles adjourned the meeting at 11:37 a.m.

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

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

DRAFT

# MINUTES OF PUBLIC HEARING

January 16, 2019  
BYLAW 2018/16/D

## THOSE PRESENT:

Councillor Dodds  
Councillor Gammana  
Councillor McGee  
Councillor Peebles  
Councillor Wheeler  
Winston Rossouw, Chief Administrative Officer  
Rick Wheatley, Director of Engineering  
Tom Thomson, Fire Chief  
Kevin McMillan, Director of Finance  
Jennifer Stone, Executive Assistant and Communications  
Leonard Rogers, Manager of Information Services

Sonya Wigglesworth, Engineering Project Manager  
Matt Ellis, Planner  
Keith Arndt, Planning & Development Officer  
Bernice Taylor, ECDC Program Manager  
Cathy Weetman, Western Review  
Members of the Public

## ABSENT:

Mayor Michael Doerksen  
Deputy Mayor Ballas  
Annette Driessen, Director of Community Services  
Sean Haig, Community Peace Officer

## ITEM

Bylaw 2018/16/D – Land Use Amending (Cannabis Production/Distribution) Bylaw.

## CALL TO ORDER

Acting Deputy Mayor Peebles declared the Public Hearing open at 9:09 a.m.

## PURPOSE OF THE PUBLIC HEARING

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

- The inclusion of Cannabis Production/Distribution Facility as a defined land use in Land Use Bylaw 2007/24/D;
- The inclusion of Cannabis Production/Distribution Facility as a Permitted Use in the AG-Agriculture, M-Industrial and RI-Rural Industrial land use districts;
- Provision of required setbacks for Cannabis Production/Distribution Facilities from specific sensitive land uses; and

Provision of required conditions of approval for Cannabis Production/Distribution Facilities

## BACKGROUND

The above Bylaw has received First Reading at the November 27, 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 provided through in accordance with Town of Drayton Valley 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.

**CALL FOR COMMENTS FROM THE FLOOR**

There were no comments received from the floor.

**CALL FOR COMMENTS OR WRITTEN SUBMISSIONS**

There were no written submissions received.

**ADJOURNMENT**

Mayor Doerksen declared the Public Hearing closed at 9:11 a.m.

\_\_\_\_\_  
**MAYOR**

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

DRAFT

# MINUTES OF PUBLIC HEARING

January 16, 2019  
BYLAW 2018/17/D

## **THOSE PRESENT:**

Councillor Dodds  
Councillor Gammana  
Councillor McGee  
Councillor Peebles  
Councillor Wheeler  
Winston Rossouw, Chief Administrative Officer  
Rick Wheatley, Director of Engineering  
Tom Thomson, Fire Chief  
Kevin McMillan, Director of Finance  
Jennifer Stone, Executive Assistant and Communications  
Leonard Rogers, Manager of Information Services

Sonya Wigglesworth, Engineering Project Manager  
Matt Ellis, Planner  
Keith Arndt, Planning & Development Officer  
Bernice Taylor, ECDC Program Manager  
Cathy Weetman, Western Review  
Members of the Public

## **ABSENT:**

Mayor Michael Doerksen  
Deputy Mayor Ballas  
Annette Driessen, Director of Community Services  
Sean Haig, Community Peace Officer

## **ITEM**

Bylaw 2018/17/D – Land Use Amending (Definition of Adult Businesses) Bylaw.

## **CALL TO ORDER**

Mayor Doerksen declared the Public Hearing open at 9:11 a.m.

## **PURPOSE OF THE PUBLIC HEARING**

To receive comments, concerns, and questions from the public with regard to the following proposed changes to the Town's Land Use Bylaw 2007/24/D regarding the definition for Adult Businesses. Proposed Bylaw 2018/17/D would amend the current Land Use Bylaw definition for Adult Businesses by limiting it to:

- 1) Strip clubs or live performances which have nudity partial nudity of any person, and;
- 2) Escort or dating services.

## **BACKGROUND**

The above Bylaw has received First Reading at the December 17, 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 provided through in accordance with Town of Drayton Valley 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.

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

There were no comments received from the floor.

**CALL FOR COMMENTS OR WRITTEN SUBMISSIONS**

There was one written comment received on January 6, 2019.

**ADJOURNMENT**

Mayor Doerksen declared the Public Hearing closed at 9:13 a.m.

\_\_\_\_\_  
**MAYOR**

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

DRAFT

# MINUTES OF PUBLIC HEARING

January 16, 2019  
BYLAW 2018/18/D

## **THOSE PRESENT:**

Councillor Dodds  
Councillor Gammana  
Councillor McGee  
Councillor Peebles  
Councillor Wheeler  
Winston Rossouw, Chief Administrative Officer  
Rick Wheatley, Director of Engineering  
Tom Thomson, Fire Chief  
Kevin McMillan, Director of Finance  
Jennifer Stone, Executive Assistant and Communications  
Leonard Rogers, Manager of Information Services

Sonya Wigglesworth, Engineering Project Manager  
Matt Ellis, Planner  
Keith Arndt, Planning & Development Officer  
Bernice Taylor, ECDC Program Manager  
Cathy Weetman, Western Review  
Members of the Public

## **ABSENT:**

Mayor Michael Doerksen  
Deputy Mayor Ballas  
Annette Driessen, Director of Community Services  
Sean Haig, Community Peace Officer

## **ITEM**

Bylaw 2018/18/D – Land Use Amending (Direct Control (DC-2)) Bylaw.

## **CALL TO ORDER**

Mayor Doerksen declared the Public Hearing open at 9:13 a.m.

## **PURPOSE OF THE PUBLIC HEARING**

To receive comments, concerns, and questions from the public with regard to the following proposed changes to the Town's Land Use Bylaw 2007/24/D to re-zone the subject lands located at 5214 Industrial Road (as shown cross-hatched in red in the photo to the right) from the current C2-General Commercial district to a newly created Direct Control district known as DC-2.

- 1) Deem all uses currently listed as Permitted in the C2-General Commercial district as Permitted Uses.
- 2) Deem all uses currently listed as Discretionary in the C2-General Commercial district as Discretionary Uses.
- 3) Deem Cannabis Production and Distribution Facility as a Permitted Use.

Please note that in the case of a Cannabis Production and Distribution Facility, all requirements of Town of Drayton Valley Bylaw 2018/16/D and Health Canada apply.

## **BACKGROUND**

The above Bylaw received First Reading at the December 19, 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 provided through in accordance with Town of Drayton Valley 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.

**CALL FOR COMMENTS FROM THE FLOOR**

There were no comments received from the floor.

**CALL FOR COMMENTS OR WRITTEN SUBMISSIONS**

There were no written submissions received.

**ADJOURNMENT**

Mayor Doerksen declared the Public Hearing closed at 9:16 a.m.

\_\_\_\_\_  
MAYOR

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

# **PUBLIC HEARING**

**February 06, 2019**

**9:00 A.M.**

**Council Chambers – Civic Centre**

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

Bylaw No. 2019/02/E – Waste Management Bylaw

## **2. PRESENT**

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

To receive comments, concerns, and questions from the public with regard to the following proposed Waste Management Bylaw 2019/02/E for:

- the provision of residential waste management; and
- the inclusion of waste management as a Public Utility.

## **4. BACKGROUND**

The above Bylaw has received First Reading at the January 16, 2019, 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 provided through in accordance with Town of Drayton Valley 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.**

**Attachment 1**

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)  
From: Drayton Valley Web Site  
Sent: Tuesday, January 29, 2019 8:04 PM  
To: Website Info  
Subject: FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4) Garbage Charge

I am writing this to express my extreme displeasure in the fact my town has decided on top of everything else we pay we now have to pay to have our garbage picked up. This is not Okay, you are taking liberties with the people who live in this town , I'll fight against Trudeau for pipelines , I will fight against not Notley for the Caron tax , and I will fight against you Michael over your garbage tax .

**Attachment 2**

From: Drayton Valley Web Site  
Sent: Tuesday, January 29, 2019 9:29 PM  
To: Website Info  
Subject: FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4) Utilities bylaw change

Any council member voting for an increase in municipal waste tax will not get my vote in any election.

# PUBLIC HEARING

February 6, 2019

9:00 A.M.

Council Chambers – Civic Centre

## 1. DECLARE PUBLIC HEARING OPEN

Bylaw No. 2019/01/D – Signage Amending (Temporary Signs) 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 Signage Bylaw 2012/16/D regarding temporary sandwich board/A-board signs. Bylaw 2019/01/D proposes the following changes to Signage Bylaw 2012/16/D:

1) Add a definition for Sandwich Board/A-board Signs;

*Sandwich Board/A-board Sign “means a type of Temporary Sign that consists of two boards hinged at the top and position to form a triangular shape with the ground”*

2) Exempt Sandwich Board/A-board Signs from the requirement for a Development Permit, provided the sign:

*a) is limited to advertising a yard sale, garage sale, sporting event, not-for-profit community event, the location of real estate for the purposes of public viewing together with the name, logo and contact information of the associated team(s), community organization(s) or realtor/realtor firm.*

*b) does not create a safety hazard for passing motorists, cyclists and pedestrians, which includes (but not limited to) being reasonably and securely affixed to the ground or weighted to prevent the sign from being blown onto adjacent roadways and sidewalks during periods of high winds;*

*c) is not larger than 0.55 square metres, and*

*d) is removed within 72 hours of it being erected.*

**4. BACKGROUND**

The above Bylaw has received First Reading at the January 16, 2019, 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 provided through in accordance with Town of Drayton Valley 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.**

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Waste Management Bylaw 2019/02/E Presented for Second and Third Readings
<b>MEETING:</b>	February 6, 2019 Regular Meeting of Council
<b>PRESENTED BY:</b>	Rick Wheatley Director of Engineering, Public Works, Utilities and Planning and Development

### 1. PROPOSAL AND BACKGROUND:

During the Regular Meeting of Council December 19, 2018, Council approved the First Reading of Waste Management Bylaw 2019/02/E as follows:

#### RESOLUTION #010/19

Councillor Wheeler moved that Council give First Reading to Waste Management Bylaw 2019/02/E.

#### CARRIED

Proposed Waste Management Bylaw 2019/02/E is attached (Attachment 1) for Council's review, which includes the establishment of municipal solid waste and recycling collection as a Public Utility. The Public Utility Fee for waste management will be applied to each residential unit that receives the service. The fee will be adjusted through the annual budget process or as needed. For 2019, the fee will be set at \$19/month/unit which will come into effect upon completion of all three Readings of the bylaw and sufficient public notice. The anticipated start date would be March 1, 2019.

Notification of the Proposed Waste Management Bylaw 2019/02/E Public Hearing occurred per the Town of Drayton Valley's Electronic Advertising Bylaw 2018/07/A. At the time of this report, Administration has received two (2) written responses related to the Proposed Waste Management Bylaw 2019/02/E, as presented in the Public Hearing held earlier today.

Administration is requesting Second and Third Reading of the Proposed Waste Management Bylaw 2019/02/E as presented.

### 2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

Implementing the Public Utility Fee for waste management will promote a balanced budget approach to waste management, without subsidy from property taxes.

**3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:**

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts and Municipal By-Laws	N/A	
Sustainability Vision 2019-2021	N/A	
Town of Drayton Valley Strategic Plan 2019-2021	Yes	Community Sustainability Plan - Materials and Waste Management
Other Plans or Policies	N/A	

**4. POTENTIAL MOTIONS:**

A. That Council give Second to Waste Management Bylaw 2019/02/E, as presented.

That Council give Third Reading to Waste Management Bylaw 2019/02/E, as presented.

B. That Council give Second Reading to Waste Management Bylaw 2019/02/E, with amendments to \_\_\_\_\_.

That Council give Third Reading to Waste Management Bylaw 2019/02/E, as amended.




C. That Council table proposed Waste Management Bylaw 2019/02/E, with direction to Administration as to next steps: \_\_\_\_\_.

**5. RECOMMENDATION**

Administration recommends that Council give Second and Third Readings to Waste Management Bylaw 2019/02/E which would repeal Waste Management Bylaw 2009/01/E.

**6. ATTACHMENTS:**

1. Proposed Waste Management Bylaw 2019/02/E

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



## BYLAW NO. 2019/02/E

### Name of Bylaw: Waste Management Bylaw

**WHEREAS**, pursuant to “Part 2, Division 1, Section 7” of the *Municipal Government Act* 2000, being Chapter M26 of the Revised Statutes of Alberta, and amendments thereto, the Council of a municipality may pass bylaws respecting public utilities;

**AND WHEREAS**, pursuant to section 1 of the *Municipal Government Act*, waste management is defined as a public utility;

**AND WHEREAS**, it is deemed expedient by the Council for the Town of Drayton Valley to pass a bylaw for establishment of waste collection services as a waste management public utility, including fees and penalties;

**AND WHEREAS**, the Town of Drayton Valley owns and operates a Class II waste management facility, Aspen Waste Management Facility;

**AND WHEREAS**, it is deemed advisable to set out the terms and conditions applicable to the utilization of the Aspen Waste Management Facility;

**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 “Waste Management Bylaw” of the Town of Drayton Valley.

### **PURPOSE**

2. The purpose of this Bylaw is to:
  - 2.1 establish waste management as a public utility;
  - 2.2 regulate operations for the provision for waste collection services, including fees and penalties; and
  - 2.3 regulate operations for the Aspen Waste Management Facility.

### **DEFINITIONS**

3. In this Bylaw, the following definitions apply, unless the context otherwise requires:
  - 3.1 *Aspen Waste Management Authority* means the Authority set by Council of the Town of Drayton Valley to operate and manage the Aspen Waste Management Facility as Class II Landfill;
  - 3.2 *Aspen Waste Management Facility* means an area designated by the Town where the public may bring and deposit approved types of waste;

- 3.3 *CAO* means the Chief Administrative Officer of the Town of Drayton Valley or designate;
- 3.4 *collection day* means the scheduled day(s) on which municipal solid waste and recyclables are regularly collected from the dwelling unit;
- 3.5 *commercial container* means a bin that is mechanically emptied of bulk municipal solid waste or recycling typically 2 cubic yards or greater;
- 3.6 *Council* means the municipal Council of the Town of Drayton Valley;
- 3.7 *dwelling unit* means a complete building or self-contained portion of a building intended for the domestic use of one or more individuals living in a single housekeeping unit, with cooking, eating, living, sleeping and sanitary facility including secondary suites but does not include apartments, hotels, hospitals, motels, mixed use developments, or institutional facilities. Each individual residence shall be considered a separate dwelling unit;
- 3.8 *hazardous waste* means a solid or liquid material that presents an unusual disposal problem or requires special handling including, but not limited to explosives, poisons, caustics, acids, drugs, radio-active materials, waste created in a hospital, funeral home, medical office, dental office, veterinary clinic or biological research station that contains or may contain pathogenic agents that may cause disease in a person exposed to the waste, or any substance identified under the *Provincial Hazardous Chemicals Act* and Hazardous Waste Regulation that could be harmful to people, plants, animals, or the environment;
- 3.9 *industrial, commercial, institutional (ICI) waste* means any solid waste material from all zoned industrial, commercial or institutional establishments including apartments, but excludes trade waste;
- 3.10 *liquid waste* means any liquid other than hazardous waste with a moisture content in excess of 30%;
- 3.11 *manufactured home park* means a single residential lot with multiple unattached dwelling units on private roadways;
- 3.12 *municipal solid waste (MSW)* means anything that is discarded from a dwelling unit and that is eligible for the Town's waste collection services:
- a. pursuant to this bylaw, and
  - b. that complies with the requirements set out in any applicable Alberta Environment regulations or guidelines; but excludes, hazardous waste, yard waste, trade waste, household furniture and appliances and any other materials that the CAO or designate deems unacceptable;
- 3.13 *occupant* means any person who occupies a dwelling unit and, without restricting the generality of the foregoing, including every resident, tenant, and owner;
- 3.14 *owner* means the person who is registered under the *Land Titles Act*, RSA 2000 c. L-4, as amended or replaced from time to time, as the title holder of the property. This may also mean the designate of such registered owner, such as a property manager;
- 3.15 *Peace Officer* means a person appointed as a Peace Officer pursuant to section 7 of the *Peace Officer Act*, S.A. 2006, chapter P-35, and also includes but is not limited to a Police Officer, Royal Canadian Mounted Police Officer, Special

Constable, Bylaw Enforcement Officer, Safety Codes Officer, or a person designated by Council to enforce the provisions of this Bylaw;

- 3.16 *person* means any individual, firm, partnership, association, corporation, company or organization of any kind;
- 3.17 *tote* means a plastic container supplied by the Town for the purpose of storing and collecting dwelling unit generated municipal solid waste;
- 3.18 *recycling* means any material accepted by the Town for the purpose of reuse;
- 3.19 *recycling centre* means the designated recycling facilities located within the Town and at the Aspen Waste Management Facility;
- 3.20 *roadway* means a highway within the meaning of the *Traffic Safety Act*, RSA 2000, c.T-6, as amended or replaced from time to time;
- 3.21 *secondary suite* means a second self-contained dwelling unit that is located within a primary dwelling unit, where both dwelling units are registered under the same land title;
- 3.22 *Town* means the municipal corporation of the Town of Drayton Valley;
- 3.23 *trade waste* means material from manufacturing processes, waste produced in the process of constructing, renovating, repairing or demolishing a building, and shall include, but is not limited to, stable manure, slaughter house offal, butchers offal, dead animals, waste from garages, condemned matter or waste from plants or other works, automobiles, truck bodies or used farm machinery;
- 3.24 *utility bill* means a bill which sets out the fees levied by the Town on an annual, monthly, bi-monthly or quarterly basis for utility services provided by the Town;
- 3.25 *violation tag* means a tag or similar document issued by the Town for the purpose of notifying a person that an offence has been committed for which a prosecution may follow;
- 3.26 *violation ticket* means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedure Act*;
- 3.27 *waste collection service* means the gathering of municipal solid waste, and recyclables by the Town or authorized contractor as a public utility; and
- 3.28 *yard waste* mean leaves, grass clippings, garden waste, house and garden plants, sawdust, wood shaving, or other materials as designated by Council from time to time;

## **INTERPRETATION**

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

## **GENERAL PROVISIONS**

- 7. Nothing in this bylaw will operate to relieve any person from complying with any Federal or Provincial regulations, or other Town bylaws.
- 8. Schedules “A”, “B” and “C” form part of this bylaw.

9. Except as otherwise stated, the management of this bylaw will be by the CAO or designate.
10. The CAO is hereby authorized to do all things necessary in order to fulfill the responsibilities and duties under this bylaw.

### **COLLECTION SERVICES – GENERAL**

11. The Town shall maintain a waste collection service for the collection, removal and disposal of MSW and recyclables from dwelling units within the Town limits and Town owned or operated buildings and facilities at regular intervals as per the direction of the CAO or designate.
12. Participation in the waste collection service is compulsory for all occupied dwelling units, with exemptions authorized by the CAO or designate only.
13. Every owner or occupant of a dwelling unit shall be provided (1) one tote.
14. Condominiums or other multi-unit buildings which do not have reasonable access for tote service may, as authorized by the CAO or designate, be eligible for one (1) commercial container for MSW and one (1) commercial container for recyclables.
15. The Town shall not remove trade, hazardous or liquid waste from any dwelling unit.
16. The Town shall not be obligated to collect any MSW or recyclables at any dwelling unit where the provisions of this Bylaw are contravened, and the occupant of such dwelling unit shall be so notified by the Town by the placement of a violation tag.
17. No persons, other than those authorized under the provisions of this Bylaw, shall interfere with or disturb the contents of a tote after the same has been placed for collection.
18. The owner or occupant shall be responsible for the cleanup of waste spilled or resulting from the waste being stored improperly, in the case of additional waste.
19. The Town shall not be responsible for any damages to totes or commercial containers as a result of the occupant's or owner's use.
20. Care, custody, responsibility and sanitary maintenance for the tote or commercial container will rest with owner or occupant of a dwelling unit. Any damaged totes or commercial containers are to be reported to the Town for repairs. Lost or stolen totes or commercial containers are to be reported to the Police and then the Town for replacement.
21. The replacement fee for a tote is determined by Council in the Fees Schedule or like document.

### **PREPARATION FOR WASTE COLLECTION SERVICES**

22. All MSW shall be deposited in the tote or commercial container designated by the Town for waste collection but limited to the capacity of the tote or commercial container with the lid closed.
23. All recyclables will be placed in blue transparent bags and securely tied.
24. Large corrugated cardboard will be flattened, tied and placed as described in Schedule B.
25. No occupant or owner shall place, permit to be placed, or mix any of the materials identified in Schedule A for removal.

26. Large household items such as appliances, furniture, box springs, mattresses, wood, large pieces of scrap metal, and any other material that cannot fit into the tote will not be collected, and shall be the responsibility of the occupant or owner to be taken to the Aspen Waste Management Facility for proper disposal.
27. The owner or occupant of the dwelling unit shall keep the roadway in the rear and/or in front of their dwelling unit in a clean and tidy condition and free from waste.
28. The owner or occupant of a dwelling unit who fails to, within 24 hours, pick up waste which has spilled from the tote is liable for a violation tag under the bylaw.

### **LOCATION, STORAGE, AND SCHEDULING**

29. The collection location of the tote or commercial container and recyclables shall be the rear roadway or when no rear access is available, the roadway in front of the dwelling unit will be used. The tote and recyclables will be 1.0 meters away from surrounding objects, parked cars or buildings. Commercial containers shall be placed according to access requirements.
30. No person shall:
  - 30.1 place waste on a property other than the dwelling unit of that occupant or owner;
  - 30.2 interfere with the Town's waste collection services pursuant to this bylaw;
  - 30.3 impede access to collection vehicles;
  - 30.4 place MSW on the roadway for collection that is not contained in the tote;
  - 30.5 place prohibited or restricted waste, as defined in Schedule A, for collection and/or for disposal out in the roadway;
  - 30.6 place recyclable items, as defined in Schedule B, in tote; or
  - 30.7 place MSW in recyclables.
31. The owner or occupant shall place the tote and recyclables as per section 29 for collection prior to 7:00 a.m. on the collection day but not earlier than 7:00 p.m. on the previous day.
32. No totes or recyclables shall, except when placed for collection, be located other than on the dwelling unit property; and in particular, no totes, commercial containers, or recyclables shall be located so as to encroach on any roadway or public place except as expressly required by this bylaw.
33. Totes or recyclables and anything not collected shall be removed from the roadway by 11:00 p.m. on collection day.
34. Days and times of collection service will be approved by the CAO and will be advertised in the local newspaper and Town's website, or other methods.

### **RESTRICTIONS ON COLLECTION SERVICE**

35. Waste collection services will not be provided if one or more of the following conditions are not met:
  - 35.1 MSW:
    - a. the tote or commercial container is not one supplied by the Town; or
    - b. the lid on the tote or commercial container is not closed and material is overflowing, or

- c. there is loose waste not placed in the tote or commercial container or waste are placed beside or in front of the tote or commercial container , or
  - d. the tote or commercial container is obstructed or improperly placed, or
  - e. the tote or commercial container is not located as described in the bylaw, or
  - f. the tote or commercial container contains material(s) described in this bylaw as restricted or prohibited as per Schedule A.
- 35.2 recyclables:
- a. the bags or commercial container are improperly placed or obstructed from collection, or
  - b. the bags or commercial container contain prohibited material(s), as per Schedule A, or
  - c. recyclables are contaminated with food or other materials.

### **PUBLIC UTILITY FEES FOR WASTE COLLECTION SERVICES**

- 36. All dwelling units within the Town shall be assessed a public utility fee for waste collection services as established by Council in the Fee Schedule or like document.
- 37. Waste collection service fees shall be added to and form part of the Town utility bill and shall be due and payable on or before the due date shown on the utility bill.
- 38. Each owner or occupant holding a Town water and/or sewer account, within Town limits, shall have waste collection services added to that account.
- 39. Water and/or sewer utility service accounts which are on a shared meter but have separate dwelling units will be required to create a new account for each dwelling unit, including but not limited to:
  - 39.1 secondary suites; and
  - 39.2 manufactured home parks.
- 40. Any owner or occupant of a dwelling unit that does not have a water or sewer account will be required to establish an account for waste collection services.
- 41. Any account remaining unpaid at the end of the next billing period shall have by way of penalty, a sum equal to two and a half percent (2.5%) of the outstanding balance added to the balance of the account.
- 42. Any account remaining unpaid after a period of forty (40) days past the date of billing, shall result in services, water service and waste collection, being discontinued. Outstanding amounts may be collected by any or all of the following methods, namely:
  - 42.1 by action in any court of competent jurisdiction;
  - 42.2 by distress and sale of goods and chattels of the person owing such charges, fees or rates, wherever they may be found in the Town;
  - 42.3 by entering the account on the assessment and tax roll of the Town where the consumer is the owner of the premises being served; and/or
  - 42.4 by referral to a Financial Collection Agency acting on behalf of the Town.
- 43. Where services, water service and waste collection, have been discontinued because of default of payment the service shall not be reinstated until payment of all outstanding

- utility bills has been made to the Town. The Town may remove the provided tote or commercial container from the dwelling unit until payment is made.
44. Non-receipt of a utility bill will not exempt the owner or occupant from payment for the service received. Utility bills sent by hard copy, electronically or any other method deemed necessary and appropriate is a legal method of billing.
  45. Any owner or occupant paying fees for waste collection services shall be and remain liable for and pay all fees until they have given notice, in writing, to the Town of their intended date of vacating the dwelling unit. They shall not be liable for fees or charges levied thereafter provided they have vacated the dwelling unit.
  46. If the owner or occupant of the dwelling unit refuses to comply with any provision of this bylaw, the Town may undertake the same at the expense of the owner or occupant of the property.
    - 46.1 when a charge is levied, the charge shall be shown as a separate item on the utility bill and the fee shall form part of and be payable to the Town at the same time as the utility bill.
  47. In the event of a billing discrepancy or error, where a correction is required by debit or credit to an owner or occupant, the maximum correction period is 12 months previous.

### **ASPEN WASTE MANAGEMENT FACILITY**

48. The Aspen Waste Management Facility, located on the SE ¼ 20-49-7-W5M and operated by the Aspen Waste Management Authority, is designated as a Class II Landfill.
49. All approved MSW, recyclables, yard and trade waste entering the Aspen Waste Management Facility shall cross the scale to be weighed.
50. The fees at Aspen Waste Management Facility will be set by the Aspen Waste Management Authority from time to time and approved by Council in the Fee Schedule or like document.
51. The hours of operation for the Aspen Waste Management Facility shall be determined by the Aspen Waste Management Authority.
52. The Aspen Waste Management Authority shall specify conditions and items of disposal for MSW, recyclables, yard waste and trade waste at the landfill, and may refuse disposal of MSW, recyclables, yard waste and trade waste which is deemed unsuitable for a Class II Landfill.
53. All MSW, recyclables, yard waste and trade waste being disposed of at the Aspen Waste Management Facility shall be deposited in the designated areas.
54. No person shall remove any MSW, recyclables, yard waste and trade waste product deposited in the Aspen Waste Management Facility unless authorized by the Aspen Waste Management Authority. It shall be unlawful for any unauthorized person to enter the Aspen Waste Management Facility for the purpose of salvaging, picking over, scattering, searching or burning any material.
55. No person may enter the Aspen Waste Management Facility except to deposit approved MSW, recyclables, yard waste and trade waste or unless approved by the Aspen Waste Management Authority.
56. No liquid or hazardous waste shall be deposited at the Aspen Waste Management Facility unless otherwise approved by the Aspen Waste Management Authority.

57. No person shall deposit MSW, recyclables, yard waste and trade waste at the Aspen Waste Management Facility site unless the following conditions are met:
  - 57.1 all MSW, recyclables, yard waste and trade waste is deposited in accordance with the directions of the Aspen Waste Management Authority and in an accordance with the appropriate signs at the sites; and
  - 57.2 all MSW, recyclables, yard waste and trade waste is deposited in a manner which will minimize scattering.
58. Aspen Waste Management Facility shall accept only appliances that are free from hazardous waste or gases.
59. The owner or the person disposing of the large items including appliances shall pay the applicable fees and charges for the disposal at the Aspen Waste Management Facility as set by the Town.
60. The Aspen Waste Management Authority or designate may refuse entry to the Class II Landfill to any person violating the terms of this bylaw.

### **INDUSTRIAL, COMMERCIAL, AND INSTITUTIONAL (ICI) WASTE**

61. The following conditions shall apply to industrial, commercial and institutional waste:
  - 61.1 any person generating industrial, commercial and institutional waste shall correctly supply any manifest required by the Aspen Waste Management Authority or Provincial Government. All instructions associated with the use of manifest shall be strictly obeyed.
  - 61.2 the person generating industrial, commercial and institutional waste that requires special handling or is a hazard or potential hazard to health, safety or the environment shall, in writing, satisfy both the Aspen Waste Management Authority and Provincial Government that the waste can be safely handled at a Class II Landfill.
  - 61.3 the person generating industrial, commercial and institutional waste shall cooperate with the Aspen Waste Management Authority and/or Provincial Government personnel in taking samples of the waste at the Class II Landfill.
62. The owner of an ICI parcel must ensure that non-residential recyclable material, as outlined in Schedule B, generated on the parcel is:
  - 62.1 collected and stored separately from other waste; and
  - 62.2 taken to and deposited at a recycling centre or Aspen Waste Management Facility.
63. Any ICI waste not removed in a manner satisfactory to the Peace Officer shall result in the owner being charged for costs incurred by the Town to have the solid waste removed and disposed at the Aspen Waste Management Facility.

### **RECYCLING CENTRES**

64. No person shall deposit MSW, trade waste, ICI waste and/or yard waste at the recycling centres.
65. No person shall deposit recyclables at the recycling centres unless the following conditions are met:

- 65.1 all recyclables are deposited in accordance with the appropriate signage at the centre.
- 65.2 all recyclables are deposited in a manner which will minimize scattering by the wind.

### **GENERAL PROHIBITION**

- 66. No person shall deposit any type of MSW, recyclables, yard waste, ICI waste and trade waste on a roadway or on Town Property.
- 67. No person shall burn refuse materials within the Town or Aspen Waste Management Facility.

### **TRANSPORTATION OF WASTE**

- 68. A person shall not use or permit to be used any vehicle for the conveyance or storage of MSW, ICI waste, trade waste, yard waste or other items unless such vehicle is fitted with a suitable cover capable of preventing the dropping, spilling, or blowing off while it is being transported or stored.

### **ENFORCEMENT**

- 69. It shall be the duty of the Chief Administrative Officer or designate, or a Peace Officer to enforce the provisions of this Bylaw.

### **OFFENCES AND PENALTIES**

- 70. Any person who contravenes the provision of the bylaw is guilty of an offence and liable upon summary conviction to a fine of not less than two hundred fifty dollars (\$250.00) and in default of such fine to imprisonment for a term not to exceed six (6) months.
- 71. Notwithstanding the provisions of Section 70, any person who contravenes the provisions of the bylaw may be issued with a violation ticket by a Peace Officer in the amount specified in Schedule C attached hereto and forming part of this bylaw.
- 72. The levying and payment of any fines shall not relieve a person from the necessity of paying any fee, charges or costs from which the person is liable under the provisions of this bylaw.
- 73. Service of a violation tag or ticket shall be sufficient if it is:
  - 73.1 personally serviced, or
  - 73.2 mailed to the address of the owner or occupant of the dwelling unit.

### **NON-COMPLIANCE WITH BYLAW**

- 74. No person shall deposit or permit to be deposited any type of waste on any Town roadway or property. If an owner or occupant has been given an order to remedy any condition contrary to any part of this bylaw and neglects or refuses to comply with such an order within the time specified, the same may be done by the Town at the expense of the person in default. All expenses incurred shall be in addition to and not a substitute for any fines or penalties to which the person may be subject to the provisions of this bylaw. On default of payment of these expenses, the Town may recover the expenses thereof with the costs, by action or in like manner as municipal taxes, as per section 46.
- 75. Any person issued with an order under section 70 shall comply with such order.

- 76. Upon production of a violation ticket issued, pursuant to this Section, within seven (7) consecutive days from the date of issue, together with the payment, to the Town of Drayton Valley of the penalties as provided in Schedule C of the bylaw, the person to whom the violation ticket was issued shall not be liable for prosecution for the contravention in respect of which the violation was issued.
- 77. Where any waste is used or put out or left in violation of any provision of this bylaw, the owner or occupant where the violation occurs is liable for the penalty imposed for the violation of the bylaw.

**SEVERABILITY**

- 78. 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 repeal Bylaw No. 2009/01/E 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  16th  day of  January , 20 19 , A. D.

Public Hearing held 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

## SCHEDULE A

### **Prohibited Waste**

- human waste (except disposable diapers)
- liquid waste
- biomedical waste
- animal waste or carcasses
- sewage
- waste from car washes

All materials in the above categories are prohibited from entering the landfill and are subject to Aspen Waste Management Facility operating approval.

### **Restricted Waste**

- hazardous waste
- hazardous liquid waste
- propane tanks
- oil filters and containers
- oil

Household Hazardous Wastes are accepted under Aspen Waste Management Facilities operations plan.

## SCHEDULE B

### Recyclable Waste

- boxboard and corrugated cardboard
- newspaper
- catalogues and magazines
- mixed paper
- shredded paper
- telephone books
- boxboard
- plastic containers with the recycling symbols from 1-7, except polystyrene foam (including Styrofoam™)
- plastic bags
- clear polyethylene film
- metal cans
- aluminum cans and foil
- wet-cell batteries
- compost
- glass
- refundable beverage containers
- polycoat and aseptic containers (including tetra pak®)
- ferrous and non-ferrous scrap metals
- dimensional lumber, wooden pallets and other items made of raw and unprocessed wood  
or
- any other recyclable items as specified by the Aspen Waste Management Authority.

## SCHEDULE C

### Penalties

Penalties that will be accepted by the Town of Drayton Valley in lieu of prosecution.

The penalties shall apply to:

<b>Section</b>	<b>Offense</b>	<b>First Offense</b>	<b>Second Offense</b>	<b>Third Offense</b>	<b>Other Fee</b>
17	interference or disturbance of the contents of a tote	\$250.00	\$500.00	\$1,000.00	N/A
29	location information for tote/commercial container and recyclables	\$250.00	\$500.00	\$1,000.00	N/A
30	prohibitions for collection services	\$250.00	\$500.00	\$1,000.00	N/A
31-34	placement of tote, including times	\$250.00	\$500.00	\$1,000.00	N/A
35	restrictions on collection services	\$250.00	\$500.00	\$1,000.00	N/A
46	refusal to be compliant, town undertaking the work	N/A	N/A	N/A	at cost
68	transportation of waste	\$250.00	\$500.00	\$1,000.00	N/A
48-60	Aspen Waste Management Facility	\$250.00	\$500.00	\$1,000.00	N/A
61-63	ICI waste	\$250.00	\$500.00	\$1,000.00	N/A
64-65	recycling depots	\$250.00	\$500.00	\$1,000.00	N/A
74-77	non-compliance with bylaw	\$250.00	\$500.00	\$1,000.00	N/A
Schedule A	prohibited and restricted waste	\$250.00	\$500.00	\$1,000.00	N/A

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION

DRAYTON VALLEY



<b>SUBJECT:</b>	Proposed Temporary Signage Bylaw for the Town of Drayton Valley Signage Amending (Temporary Signs) Bylaw 2019/01/D Presented for Second and Third Reading
<b>MEETING:</b>	February 6, 2019 Regular Meeting of Council
<b>PRESENTED BY:</b>	Matt Ellis, Planner

### 1. PROPOSAL AND BACKGROUND:

Bylaw 2019/01/D Signage Amending (Temporary Signs) Bylaw (Attachment 1) received First Reading at the Regular Meeting of Council on January 16, 2019, to amend Signage Bylaw 2012/16/D by adding a definition for Sandwich Board/A-board Signs and exempt these types of signs (with certain restrictions are exempt) from the requirement for a Development Permit.

As mentioned in Administration's report to Council for the First Reading of this Bylaw on January 16, 2019, numerous inconsistencies throughout Signage Bylaw 2012/16/D exist which has caused difficulty for sports teams and other community groups with advertising their upcoming events with Sandwich Board/A-board signs throughout the Town.

Proposed Bylaw 2019/01/D would correct these inconsistencies and remove what Administration views as unnecessary barriers for community groups to advertise their events by:

a) Defining a Sandwich Board/A-board sign as,

"a type of Temporary Sign that consists of two boards hinged at the top and position to form a triangular shape with the ground",

b) Exempting Sandwich Board/A-board Signs from the requirement for a Development Permit, provided the sign:

i) is limited to advertising a yard sale, garage sale, sporting event, not-for-profit community event, the location of real estate for the purposes of public viewing together with the name, logo and contact information of the associated team(s), community organization(s) or realtor/realtor firm.

ii) does not create a safety hazard for passing motorists, cyclists and pedestrians, which includes (but not limited to) being reasonably and securely affixed to the ground or weighted to prevent the sign from being blown onto adjacent roadways and sidewalks during periods of high winds;

iii) is not larger than 0.55 square metres, and

iv) is removed within 72 hours of it being erected.

A Public Hearing was held earlier this morning to allow residents to provide their comments regarding proposed Bylaw 2019/01/D. Notice of the Public Hearing was placed on the Town's website, advertised on social media and through the local newspaper pursuant to *Municipal Government Act* requirements. At the time of writing this report, no written comments have been received. Any and all comments received after the writing of this report, but before today's Public Hearing have been provided separately to Council.

## 2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

There are no budgetary implications associated with giving Second and Third Readings to proposed Bylaw 2019/01/D- Signage Amending (Temporary Signs) Bylaw.

## 3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	Yes	Municipal Government Act (Section 606.1(1)).
Municipal Bylaws	Yes	Signage Bylaw 2012/16/D (Sections 2, 4.2,5.3.1, and 13.1.2)
Municipal Development Plan	N/A	[N/A]
Sustainability Vision 2019-2021	N/A	[N/A]
Town of Drayton Valley Strategic Plan 2019-2021	Yes	An action item of Council's Strategic Plan 2019-2021 is, "develop thorough-minded governance reforms that seek to reduce harm to the local economy while bringing about longer-term effectiveness and efficiency". Proposed Bylaw 2019/01/D is consistent with this action as it would improve the efficiency of administering and enforcing current Signage Bylaw 2012/16/D
Other Plans or Policies	Yes	[Social Development Plan Increasing awareness of how social recreation, culture and sport programs among the greater community is a key part of the Social Development Plan. The proposed Bylaw through eliminating the administrative obstacles for sports teams and other community groups to erect normal sized Sandwich Board/A-board Signs for the purpose of advertising their events could lead to increased attendance and, is therefore, consistent with the goals/objectives of the Plan.  Economic Development Strategy: The Economic Development Strategy includes several goals aimed at supporting entrepreneurship and facilitating opportunities for local businesses. By making it easier for local businesses such as stores and restaurants to advertise with a simple Sandwich Board/A-board Sign

		outside their building during a special sales event, Bylaw 2019/01/D is consistent with the goals/objectives of the Economic Development Strategy.
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**4. POTENTIAL MOTIONS:**

A. That Council give Second Reading to proposed Bylaw 2019/01/D - Signage Amending (Temporary Signs) Bylaw, as presented.

That Council give Third Reading to proposed Bylaw 2019/01/D - Signage Amending (Temporary Signs) Bylaw, as presented.

B. That Council give Second Reading to proposed Bylaw 2019/01/D - Signage Amending (Temporary Signs) Bylaw, with further amendments to \_\_\_\_\_.

That Council give Third Reading to proposed Bylaw 2019/01/D - Signage Amending (Temporary Signs) Bylaw, as amended.

C. That Council table proposed Bylaw 2019/01/D - Signage Amending (Temporary Signs) Bylaw, with direction to Administration as to next steps: \_\_\_\_\_.

**5. RECOMMENDATION**

That Council give Second Reading to Bylaw 2019/01/D- Signage Amending (Temporary Signs) Bylaw, as presented.

That Council give Third Reading to Bylaw 2019/01/D - Signage Amending (Temporary Signs) Bylaw, as presented.

**6. ATTACHMENTS:**

- 1. Proposed Bylaw 2019/01/D

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



## BYLAW NO. 2019/01/D

**Name of Bylaw:** Signage Amending (Temporary Signs) Bylaw

**WHEREAS** Council deems it necessary to amend the current Signage Bylaw in regards to the provisions for Temporary Signs;

**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 Signage 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 (Temporary Signs) 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 revise the current bylaw provisions regarding Temporary Signs.
3. The following definition shall be added, in alphabetical order, to Section 2 Definitions of Signage Bylaw 2012/16/D:

"SANDWICH BOARD/A-BOARD SIGN"

*means a type of Temporary Sign that consists of two boards hinged at the top and position to form a triangular shape with the ground*

4. Signage Bylaw 2012/16/D is amended by exempting Sandwich Board/A-Board Signs from the requirement for a Development Permit by repealing Section 4.2 and replacing with:

*A Temporary Sign and Sandwich Board/A-Board Sign if the sign is:*

- a) *is limited to advertising a yard sale, garage sale, sporting event, not-for-profit community event, the location of real estate for the purposes of public viewing together with the name, logo and contact information of the associated team(s), community organization(s) or realtor/realtor firm.*

b) does not create a safety hazard for passing motorists, cyclists and pedestrians, which includes (but not limited to) being reasonably and securely affixed to the ground or weighted to prevent the sign from being blown onto adjacent roadways and sidewalks during periods of high winds;

c) is not larger than 0.55 square metres, and

d) is removed within 72 hours of it being erected.

5. Signage Bylaw 2012/16/D is amended by repealing Section 5.3.1 and replacing with  
“an announcement for a particular community event (unless exempt from the requirement for a Development Permit under Section 4.2)”

6. Signage Bylaw 2012/16/D is amended by repealing Section 13.1.2.

**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 16<sup>th</sup> day of January, 2019, A. D.

Public Hearing held this \_\_\_\_ day of \_\_\_\_\_, 2019, A. D.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2019, A. D.

Read a third and final time this \_\_\_\_ day of \_\_\_\_\_, 2019, A. D.

\_\_\_\_\_  
MAYOR

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

# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION

DRAYTON VALLEY



<b>SUBJECT:</b>	Town of Drayton Valley Special Event Insurance
<b>MEETING:</b>	February 6, 2019 Regular Meeting of Council
<b>PRESENTED BY:</b>	Annette Driessen Director of Community Services

## 1. PROPOSAL AND BACKGROUND:

The Town of Drayton Valley regularly hosts a number of community events. These events require “Special Event Insurance” and thus create additional costs for the organizers, be they Town or external organizers. The Town’s insurer has agreed to recognize events which are endorsed by Resolution of Council under the Town’s insurance policy with the exception of activities which are considered “high risk”. Organizers of “high-risk” events are then required to provide a certificate of commercial General Liability Coverage for a minimum of \$2 Million naming the “Town of Drayton Valley” as an “additional insured” as well as all other applicable documentation.

The following are upcoming events which Administration is requesting Council’s consideration for endorsement as events to be included under the Town’s insurance policy for the 2019 calendar year:

- 1) Annual Drayton Valley Triathlon - May 11, 2019  
The Annual Drayton Valley Triathlon brings in approximately 200 participants, which enhances tourism and our local economy. This event is for people of all ages and encourages individuals or teams to participate, thereby supporting the importance of physical and mental health for everyone.
- 2) Canada Day Festivities - July 1, 2019  
This event provides affordable family-friendly entertainment for attendees, including:
  - a) *balloon artists;*
  - b) *face painters;*
  - c) *photo booth;*
  - d) *caricature artist;*
  - e) *multicultural information fair;*
  - f) *aboriginal dancers;*
  - g) *carnival games;*
  - h) *hi-striker (test your strength);*
  - i) *stage performances/entertainment;*
  - j) *BBQ;*
  - k) *Thunder Car Club Show & Shine; and*
  - l) *popcorn, cotton candy, slurpees and sno cones.*

Inflatables and fireworks activities are classified as high risk and the vendors are required to include the Town of Drayton Valley as an additional insured on their coverage, as these items are uninsurable through our coverage, and to provide the Town of Drayton Valley with a WCB Clearance letter.

## 2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

There is no budgetary impact for the Town if Council endorses the Town of Drayton Valley special events as insured events of the municipality. Should Council not endorse these special events, the Organizers would be required to purchase special event insurance.

**3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:**

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	N/A	
Municipal Development Plan	N/A	
Sustainability Vision 2019-2021	N/A	
Town of Drayton Valley Strategic Plan 2019-2021	N/A	
Other Plans or Policies	Yes	<p>The Community Sustainability Plan, through its objectives, sets out to achieve the following goals:</p> <ul style="list-style-type: none"> <li>• Arts are celebrated and opportunities to get involved are available for all ages;</li> <li>• Drayton Valley is host to a diversity of talent and creativity; and</li> <li>• Diversity is embraced and all residents are welcomed and involved, and participate in community activities.</li> </ul> <p>The Social Development Plan, through its objectives, sets out to:</p> <ul style="list-style-type: none"> <li>• support individual abilities by encouraging citizen engagement;</li> <li>• use the power of local organizations, including service clubs and private enterprises;</li> <li>• make the most of non-traditional assets such as parks, green spaces, and community pride;</li> <li>• build resilience in the community; and</li> <li>• improve the community's quality of life.</li> </ul>

**4. POTENTIAL MOTIONS:**



- A. That Council endorse the Drayton Valley Triathlon, May 11, 2019; and Canada Day Festivities, July 1, 2019, as insured activities of the municipality.
- B. That Council direct Administration to obtain further information on one or more of the above listed Town of Drayton Valley special events.
- C. That Council not endorse the above-listed Town of Drayton Valley special events as insured activities of the municipality.

**5. RECOMMENDATION**

That Council endorse the Drayton Valley Triathlon, May 11, 2019; Canada Day Festivities, July 1, 2019, as insured activities of the municipality.

**6. ATTACHMENTS:**

1. No attachments at this time.

REPORT PREPARED BY:	Cora Appley	REVIEWED BY:	
APPROVED BY:			

# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION



<b>SUBJECT:</b>	Town of Drayton Valley Tagline
<b>MEETING:</b>	February 6, 2019 Regular Meeting of Council
<b>PRESENTED BY:</b>	Winston Rossouw CAO

## 1. PROPOSAL AND BACKGROUND:

On October 6, 2004, "Pulling Together" was adopted by Town Council as the official motto for the Town of Drayton Valley.

In 2016, Drayton Valley Town Council underwent a re-branding exercise and adopted a new brand, brand standards and logo that have been used to represent the Town of Drayton Valley since July 1, 2016. Part of the Brand Standards included the tagline of "Powered By" with 12 accompanying words, including: Ambition, Community, Creativity, Discovery, Energy, Entrepreneurs, Hard Work, Innovation, Opportunity, Our History, Sustainability, and Technology.

In 2018, Town Council expressed their desire to move back to the "Pulling Together" tagline and to use the tagline on Town communication pieces such as business cards and other documents where appropriate.

## 2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

Administration conducted an inventory of all documents where "Powered By" was used to determine the impacts this would create in having documents updated. Administration concluded that the cost would be minimal to have items such as business cards updated.

## 3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	N/A	
Municipal Development Plan	N/A	
Sustainability Vision 2019-2021	N/A	
Town of Drayton Valley Strategic Plan 2019-2021	Yes	Goal Three: A Sense of Community. Having a tagline that creates a strong sense of belonging through our communication efforts helps keep residents and businesses feel connected to the community and instills a sense pride.
Other Plans or Policies	N/A	

## 4. POTENTIAL MOTIONS:

- A. That Council accept "Pulling Together" as the official tagline for the Town of Drayton Valley.
- B. That Council amend the official tagline for the Town of Drayton Valley to be \_\_\_\_\_.
- C. That Council defer the Town of Drayton Valley tagline to Administration for \_\_\_\_\_.




- D. That Council decline "Pulling Together" and continue to use "Powered By" as the official tagline for the Town of Drayton Valley.

**5. RECOMMENDATION**

That Council accept "Pulling Together" as the official tagline for the Town of Drayton Valley.

**6. ATTACHMENTS:**

- 1. Brand Standards Document reflecting the "Pulling Together" tagline

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

## 2.2 Tone of Voice

### Tagline

Our community is an interconnected network of people, businesses and organizations that collectively contribute to the vibrancy and prosperity of the community. Our drive to succeed in everything we do – our innovative, sustainable future – is all possible through hard work, by who we are, and by each of us coming together to support our neighbours and our community.

Drayton Valley's success is built on the collective successes of everyone living and working in the community, by pulling together, the community and its residents are stronger and more resilient.

# PULLING TOGETHER

## 6.0 Applications Stationery

Our business cards showcase our “PULLING TOGETHER” statement to convey our communities inclusive and supportive values to our residents and business contacts.

