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## Meeting Minutes

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### **THOSE PRESENT:**

Mayor Doerksen  
Councillor Ballas  
Deputy Mayor Dodds  
Councillor Gammana  
Councillor McGee  
Councillor Peebles  
Councillor Wheeler  
Winston Rossouw, CAO  
Debbi Weber, Assistant CAO  
Jennifer Fancey, General Manager of  
Finance and Corporate Services  
Jennifer Stone, Intergovernmental Relations  
& Communications  
Clayton Seely, Chartered Professional  
Accountant, Carlson Roberts Seely  
LLP

Nathan Palovcik, Manager of Information  
Services  
Sabine Landmark, Administrative Assistant  
Annette Driessen, General Manager of  
Community Services  
Tom Thomson, Fire Chief  
Matt Ellis, Senior Planner  
Merlin Klassen, Safety and Protective  
Services Manager, Director of  
Emergency Services  
Graham Long, Drayton Valley and District  
Free Press (call in)  
Cathy Weetman, Western Review (call in)  
Members of the Public

### **ABSENT:**

### **CALL TO ORDER**

Mayor Doerksen called the meeting to order at 9:02 a.m.

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

There were no additions or deletions to the Agenda.

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

##### **RESOLUTION #054/20**

Councillor Ballas moved to adopt the Agenda for the May 6, 2020, Regular Meeting of Council, as presented.

**CARRIED**

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

##### **3.1. April 8, 2020, Regular Meeting of Council Minutes**

There were no corrections or amendments to the April 8, 2020, Regular Meeting of Council Minutes.

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

##### **4.1. April 8, 2020, Regular Meeting of Council Minutes**

##### **RESOLUTION #055/20**

Councillor Gammana moved to adopt the Minutes of the April 8, 2020, Regular Meeting of Council, as presented.

**CARRIED**

#### **5.0 Proclamations**

##### **5.1. National Public Works Week, May 17-23, 2020**

Mayor Doerksen proclaimed May 17-23, 2020, as "National Public Works Week" in the Town of Drayton Valley.

**6.0 Delegations / Administrative Updates**

- 6.1. Audited Financial Statements for 2019 – Mr. Phil Dirks, Metrix Group LLP  
Mr. Dirks presented Council with the Town's audited financial statements for 2019.

**7.0 Decision Items**

- 7.1. 2020 Penalties for Non-Payment of Property Taxes Temporary Reduction Bylaw 2020/02/F, Presented for First, Second, and Third Reading

**RESOLUTION #056/20**

Councillor McGee moved that Council give First Reading to the 2020 Penalties for Non-Payment of Property Taxes Temporary Reduction Bylaw 2020/02/F, as presented.

**CARRIED**

**RESOLUTION #057/20**

Deputy Mayor Dodds moved that Council give Second Reading to the 2020 Penalties for Non-Payment of Property Taxes Temporary Reduction Bylaw 2020/02/F, as presented.

**CARRIED**

**RESOLUTION #058/20**

Councillor Gammana moved that Council consider giving Third Reading to the 2020 Penalties for Non-Payment of Property Taxes Temporary Reduction Bylaw 2020/02/F, as presented.

**CARRIED UNANIMOUSLY**

**RESOLUTION #059/20**

Councillor Ballas moved that Council give Third and Final Reading to the 2020 Penalties for Non-Payment of Property Taxes Temporary Reduction Bylaw 2020/02/F, as presented.

**CARRIED**

- 7.2. Bylaw 2020/07/F – 2020 Property Tax Early Payment Discount Incentive Program, Presented for First, Second, and Third Reading

*Mayor Doerksen called a break at 9:55 a.m.*

*Mayor Doerksen reconvened the meeting at 10:06 a.m.*

**RESOLUTION #060/20**

Councillor Ballas moved that Council give First Reading to Bylaw 2020/07/F – Property Tax Early Payment Discount Incentive Program, with the following changes: that the Bylaw state that the 5% Early Payment Discount applies to the municipal portion of the tax bill only.

**CARRIED**

**RESOLUTION #061/20**

Deputy Mayor Dodds moved that Council give Second Reading to Bylaw 2020/07/F – Property Tax Early Payment Discount Incentive Program, as amended.

**CARRIED**

**RESOLUTION #062/20**

Councillor Gammana moved that Council consider giving Third Reading to Bylaw 2020/07/F – Property Tax Early Payment Discount Incentive Program, as amended.

**CARRIED UNANIMOUSLY**

**RESOLUTION #063/20**

Councillor Wheeler moved that Council give Third and Final Reading to Bylaw 2020/07/F – Property Tax Early Payment Discount Incentive Program, as amended.

**CARRIED**

- 7.3. Amending Bylaw 2020/08/F – Amendment of Town of Drayton Valley Borrowing Bylaw 99-14, Presented for First Reading

**RESOLUTION #064/20**

Councillor Peebles moved that Council give First Reading to Bylaw 2020/08/F – Amendment of Town of Drayton Valley Borrowing Bylaw 99-14, as presented.

**CARRIED**

- 7.4. Mill Rate Bylaw 2020/09/F, Presented for First, Second, and Third Reading

**RESOLUTION #065/20**

Councillor McGee moved that Council give First Reading to Mill Rate Bylaw 2020/09/F, as presented.

**CARRIED**

**RESOLUTION #066/20**

Councillor Wheeler moved that Council give Second Reading to Mill Rate Bylaw 2020/09/F, as presented.

**CARRIED**

**RESOLUTION #067/20**

Councillor Gammana moved that Council consider giving Third and Final Reading to Mill Rate Bylaw 2020/09/F, as presented.

**CARRIED UNANIMOUSLY**

**RESOLUTION #068/20**

Councillor McGee moved that Council give Third and Final Reading to Mill Rate Bylaw 2020/09/F, as presented.

**CARRIED**

- 7.5. 2020 Final Fee Schedule

*Councillor Peebles declared himself in pecuniary interest for Item 7.5.1. 2020 Final Total Works Fitness Centre Fee Schedule and exited the meeting at 10:30 a.m.*

- 7.5.1. 2020 Final Total Works Fitness Centre Fee Schedule

**RESOLUTION #069/20**

Councillor Wheeler moved that Town Council approve the 2020 Final Total Works Fee Schedule, as presented.

*Councillor Ballas made a friendly amendment to adjust the formatting of the document so it is not insinuated that the 10 visit punch pass is \$47 for a family, where that is indeed a student or a senior; and under 14.4 the one session per week and three sessions are to be left adjusted.*

*Councillor Wheeler accepted the friendly amendment.*

**CARRIED AS AMENDED**

*Councillor Peebles returned to the meeting at 10:38 a.m.*

- 7.5.2. 2020 Final Fee Schedule

**RESOLUTION #070/20**

Deputy Mayor Dodds moved that Town Council approve the 2020 Final Fee Schedule with the following amendment: to show the reductions in the business licenses for 2020.

**CARRIED**

7.6. 2020 Final Budget  
 7.6.1. 2020 Final Operating and Capital Budget

Mayor Doerksen called a break at 10:52 a.m.  
 Mayor Doerksen reconvened the meeting at 11:03 a.m.  
 Mayor Doerksen stepped down as Chair for Item 7.6.1, calling on Deputy Mayor Dodds to chair the proceedings at 11:06 a.m.

**RESOLUTION #071/20**

Mayor Doerksen moved that Council approve the 2020 Final Operating Budget (excluding the Fitness Centre) and the Capital Budget as presented for the Town of Drayton Valley with the below and accept 2021 and 2022 Operating Budget as information:

|                                    |                          |
|------------------------------------|--------------------------|
| Operating Revenues                 | 15,902,276               |
| Taxes (gross)                      | 14,662,963               |
| School and Seniors Requisitions    | <u>(3,937,566)</u>       |
| Total Revenue                      | <u><u>26,527,673</u></u> |
| Operating Expenditures             | 24,783,455               |
| Depreciation                       | -                        |
| Debt Repayment                     | 1,277,501                |
| Transfers to Reserves              | <u>466,716</u>           |
| Total Expenditures                 | <u><u>26,527,673</u></u> |
| Capital Expenditures and Financing | 25,788,705               |

**CARRIED**

Mayor Doerksen resumed chairing the meeting at 11:14 a.m.  
 Councillor Peebles declared himself in pecuniary interest for Item 7.6.2. 2020 Final Operating and Capital Budget: Total Works Health and Fitness Centre and exited the meeting at 11:15 a.m.

7.6.2. 2020 Final Operating and Capital Budget: Total Works Health and Fitness Centre

**RESOLUTION #072/20**

Councillor Ballas moved that Council approve the 2020 Final Operating Budget for the Fitness Centre as presented for the Town of Drayton Valley with:

|                        |          |
|------------------------|----------|
| Operating Revenues     | 254,690  |
| Operating expenditures | 282,142  |
| Net Deficit            | \$27,452 |

**CARRIED**

Councillor Peebles returned to the meeting at 11:23 a.m.

7.7. Audited Financial Statements for 2019

**RESOLUTION #073/20**

Councillor Gammana moved that Council accept the 2019 Audited Financial Statements for the Town of Drayton Valley as presented by Mr. Phil Dirks of Metrix Group LLP, as information.

**CARRIED**

7.8. Community Grants, Second Quarter Allocation

**RESOLUTION #074/20**

Councillor Ballas moved that Council award the Drayton Valley Community Foundation \$2,250 from the Community Events Grant to help cover costs associated with hosting the DV100 on September 11 and 12, 2020; AND that Council award the Drayton Valley Pro Rodeo Society \$2,000 from the Community Events Grant to help cover the cost of insurance, facility rental and an ambulance available on site for the Drayton Valley Pro Rodeo taking place on August 28-30, 2020.

**DEFEATED**

**RESOLUTION #075/20**

Councillor McGee moved that this grant be carried over to August and at this moment not award the Drayton Valley Community Foundation or the Drayton Valley Pro Rodeo.

**CARRIED**

7.9. Appointment of Prohibited Noxious and Noxious Weed Inspectors for 2020 Season

**RESOLUTION #076/20**

Councillor McGee moved that Council appoint the following individuals as Weed Inspectors for the Town of Drayton Valley for the 2020 season:

- Rhiannon Gressler, Weed Inspector, Brazeau County
- Dawnia McCann, Manager Agriculture Services, Brazeau County
- Corbyn Pankonin, Assistant Ag. Fieldman, Brazeau County
- Dale Holst, Public Works, Town of Drayton Valley
- Joan Elworthy, Public Works/Parks, Town of Drayton Valley

**CARRIED**

7.10. Town Facility Closures

**RESOLUTION #077/20**

Deputy Mayor Dodds moved that Council approve that following Town facilities and playgrounds are closed to the public due to the COVID-19 pandemic until further notice:

- Civic Centre
- Omniplex/MacKenzie Conference Centre/Total Works Fitness Centre
- Park Valley Pool
- Early Childhood Development Centre
- Clean Energy Technology Centre
- Playgrounds
- Skate Park

**CARRIED**

7.11. ICF/IDP Committee Establishment

**RESOLUTION #078/20**

Councillor Gammana moved to table this motion.

**DEFEATED**

**RESOLUTION #079/20**

Councillor Dodds moved that Council neither establish nor appoint any members to an ICF/IDP Committee.

**CARRIED**

*Mayor Doerksen called a break at 12:06 p.m.*

*Mayor Doerksen reconvened the meeting at 1:06 p.m.*

**8.0 Department Reports**

8.1. Planning and Development

Mr. Ellis shared updates regarding the Municipal Development Plan and Land Use Bylaw review as well as the Cemetery Bylaw.

8.2. Community Services and FCSS

Ms. Driessen provided an update on the activities of the Community Services Department and FCSS.

8.3. Emergency Services

Fire Chief Thomson shared the Fire Services stats for March 2020 and advised that a Fire Advisory has been issued for the Town of Drayton Valley and Brazeau County.

8.4. Safety and Protective Services

Mr. Klassen provided Council with a report from the Safety and Protective Services Department.

8.5. CAO/Administration/Capital Project Update

Mr. Wheatley provided an update of capital projects and of the ongoing spring maintenance, repairs, and cleanup conducted by Public Works.

Mr. Rossouw advised that community response to the DV Back to Work initiative has been overwhelming and provided an update of capital projects as well as the situation regarding COVID-19.

Ms. Weber informed Council that a summer student is assisting the Town's GIS Analyst with asset management.

Ms. Stone presented Council with the 2020 Final Budget communication.

**9.0 Council Reports**

9.1. Deputy Mayor Dodds

- Budget meetings
- Weekly COVID-19 Update meetings
- Drayton Valley Municipal Library Board meeting
- Sustainability Committee meeting
- Zero Fee discussions

- 9.2. Councillor Gammana
- Budget meetings
  - Weekly COVID-19 Update meetings
  - Zero Fee discussions
  - DV Back to Work Initiative
- 9.3. Councillor McGee
- Brazeau Foundation Update
- 9.4. Councillor Wheeler
- Had nothing to report.
- 9.5. Councillor Ballas
- Weekly COVID-19 Update meetings
  - Alberta Province Back to Work Initiative and Shovel-Ready Projects
  - DV Back to Work Initiative
- 9.6. Councillor Peebles
- Had nothing to report.
- 9.7. Mayor Doerksen
- Weekly COVID-19 Update meetings
  - Town Hall Calls with Mayors of the region or Province

**11.0 Information Items**

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10.1. Sustainability Committee Meeting Notes – March 20, 2020

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10.2. Drayton Valley / Brazeau County Fire Services Stats – March 2020

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10.3. Drayton Valley Municipal Library – Financial Statements 2019

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**RESOLUTION #080/20**

Councillor Wheeler moved that Council accept the above items as information, as presented.

**CARRIED**

**11.0 Adjournment**

Mayor Doerksen adjourned the meeting at 2:02 p.m.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER