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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. June 17, 2020, Regular Meeting of Council Minutes 3-9

4.0 Adoption of:

4.1. June 17, 2020, Regular Meeting of Council Minutes

5.0 Public Hearings

5.1. Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P 10-11

6.0 Decision Items

Pages 12-31

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6.1. Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P	12-16
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Presented for Second and Third Reading

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6.2. Utility Amending Bylaw 2020/11/E	17-19
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Presented for First Reading

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6.3. Community Grants, Third Quarter Allocation	21-35
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6.4. Sustainability Committee Recommendation on Recycling Pick-up	36
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7.0 Department Reports

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7.1. Planning and Development	Matt Ellis
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7.2. Economic Development	Winston Rossouw
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7.3. Safety and Protective Services	Merlin Klassen
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7.4. CAO/Administration/Capital Project Update	Winston Rossouw/ Debbi Weber
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8.0 Council Reports

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8.1. Councillor Wheeler
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8.2. Councillor Ballas
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8.3. Councillor Peebles
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8.4. Deputy Mayor Dodds
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8.5. Councillor Gammana
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8.6. Councillor McGee
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8.7. Mayor Doerksen
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**Regular Meeting of Council**  
**July 15, 2020**  
**Page 2 of 2**

9.0	Information Items	Pages 37-64
9.1.	Yellowhead Regional Library Board Meeting Minutes – September 30, 2019, November 25, 2019, and March 16, 2020	38-50
9.2.	Drayton Valley Municipal Library Meeting Minutes – May 21, 2020 – and May Stats	51-55
9.3.	Subdivision and Development Appeal Board Records of Proceedings – May 28, 2020	56-58
9.4.	Economic Development Committee Meeting Minutes – May 12, 2020	59-60
9.5.	Drayton Valley Brazeau Recreation Board Meeting Minutes – May 28, 2020	61-64
10.0	Adjournment	



## Meeting Minutes

### **THOSE PRESENT:**

Mayor Doerksen	Aishah Mohd Isa, Energy Program Coordinator
Councillor Ballas	Nathan Palovcik, Manager of Information Services
Deputy Mayor Dodds	Annette Driessen, General Manager of Community Services
Councillor Gammana	Matt Ellis, Senior Planner
Councillor McGee	Dare Adeyemi, GIS Analyst
Councillor Peebles	Owen Olynyk, Public Works
Councillor Wheeler	Graham Long, Drayton Valley and District Free Press (call in)
Winston Rossouw, CAO	Members of the Public
Debbi Weber, Assistant CAO	
Jennifer Fancey, General Manager of Finance and Corporate Services	
Rick Wheatley, General Manager of Engineering	
Sabine Landmark, Administrative Assistant	

### **ABSENT:**

### **CALL TO ORDER**

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

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

Following item was added to the Agenda:  
6.7. Racial Discrimination Awareness

The numbering for other items was adjusted accordingly.

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

##### **RESOLUTION #098/20**

Deputy Mayor Dodds moved to adopt the Agenda for the June 17, 2020, Regular Meeting of Council, as amended.

**CARRIED**

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

##### 3.1. May 27, 2020, Regular Meeting of Council Minutes

There were no corrections or amendments to the May 27, 2020, Regular Meeting of Council Minutes.

##### 3.2. June 10, 2020, Special Meeting of Council Minutes

There were no corrections or amendments to the June 10, 2020, Special Meeting of Council Minutes.

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

##### 4.1. May 27, 2020, Regular Meeting of Council Minutes

##### **RESOLUTION #099/20**

Councillor Gammana moved to adopt the Minutes of the May 27, 2020, Regular Meeting of Council, as presented.

**CARRIED**

4.2. June 10, 2020, Special Meeting of Council Minutes

**RESOLUTION #100/20**

Councillor Wheeler moved to adopt the Minutes of the June 10, 2020, Special Meeting of Council, as presented.

**CARRIED**

**5.0 Delegations / Administrative Updates**

5.1. Pembina Physician Recruitment and Retention Committee – Pat Jeffery, Suné White

Ms. White provided a summary of the Committee's activities and success over the last two years. Ms. Zeljeznak talked about the process of attracting new doctors. Ms. Jeffery shared the Committee's vision and mission.

Councillor Ballas asked about the number of doctors in town and the skillset to offer childbirth in town.

Deputy Mayor Dodds asked what skillsets are currently needed. The Committee advised that mental health support and midwives are needed.

5.2. Drayton Valley and District Historical Society – Pamela Schaub, Charlie Miner

Mr. Miner advised that the Historical Society has existed for forty years in the community and its significant collection and investments. Mr. Miner asked for assistance in finding volunteers. He further invited Council to come to the museum for an in-depth discussion about the needs of the Historical Society.

Ms. Schaub expressed her passion about the museum as well as her concerns for it if she was moving away. The Historical Society is looking to hire an executive director and asked for a letter of support for their grant application in this matter.

Mayor Doerksen confirmed that a letter of support can be provided and offered the Town's assistance with the grant writing. A meeting will be set up between Council and the Historical Society.

Councillor Peebles offered to share the call for volunteers with the ministerial association in Drayton Valley.

*Mayor Doerksen called a break at 9:57 a.m.*

*Mayor Doerksen reconvened the meeting at 10:12 a.m.*

*Councillor Peebles and Councillor Gammana entered the meeting at 10:13 a.m.*

**6.0 Decision Items**

6.1. Amending Bylaw 2020/08/F – Amendment of Town of Drayton Valley Borrowing Bylaw 99-14, Presented for Third and Final Reading

**RESOLUTION #101/20**

Councillor Ballas moved that Council give Third and Final Reading to Bylaw 2020/08/F - Amendment of Town of Drayton Valley Borrowing Bylaw 99-14, as presented.

**CARRIED**

6.2. Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P, Presented for First Reading

**RESOLUTION #102/20**

Councillor Gammana moved that Council give First Reading to Amending Bylaw 2020/10/P.

**CARRIED**

6.3. North-West (NW) Alberta Electric Vehicle (EV) Charging Network

**RESOLUTION #103/20**

Councillor Wheeler moved that Council direct Administration to proceed with the North-West (NW) Alberta Electric Vehicle (EV) Charging Network Initiative and positively respond to Mayor of Edson's letter, and signal the Town's agreement to:

- Advocate for this project;
- Contribute an equal percentage to the \$30,000 shared seed fund contingent that the charging station is located within the Town of Drayton Valley boundaries;
- Appoint municipal staff to the core committee to highlight Town's interests; and
- Offer to host meetings, capacity building, training and/or other events at Town facilities.

**CARRIED**

6.4. Proposed Drayton Valley Bench Dedication Program Policy CS-01-20

**RESOLUTION #104/20**

Councillor McGee moved that Council adopt the Bench Dedication Program Policy CS-01-20 as presented.

**CARRIED**

6.5. Specialized Transportation RFP 02-2020/02-C

**RESOLUTION #105/20**

Councillor Gammana moved that Council approve the Specialized Transportation Request for Proposal 02-2020/02-C with the recommended changes: "scope of work" and to provide other transportation services as deemed necessary by the community.

**DEFEATED**

**RESOLUTION #106/20**

Councillor Peebles moved that Council approve the Specialized Transportation Request for Proposal 02-2020/02-C, as presented.

**CARRIED**

*Deputy Mayor Dodds exited at 11:07 a.m.*

*Deputy Mayor Dodds returned to the meeting at 11:09 a.m.*

6.6. Proposed 2020 Purchasing and Tendering Policy

**RESOLUTION #107/20**

Councillor McGee moved that Council approve 2020 Purchasing and Tendering Policy TF-01-20, as presented.

**CARRIED**

6.7. Racial Discrimination Awareness

Councillor Gammana pointed out the current situation about racism and discrimination and the importance to raise awareness and educate the community. He therefore shared a statement that he has drafted and asked for Council to approve a public message.

**RESOLUTION #108/20**

Councillor Gammana moved that as we discussed in G&P and what Councillor Wheeler noted put out a message on Facebook: We are proud to be a diverse community and know that our diversity makes us stronger. The significance surrounding racial awareness and equality is paramount, and we will continue working to ensure Drayton Valley is a welcoming, just, and inclusive place to live, work, and play.

In light of significant movements taking place around the world, the Town of Drayton Valley recognizes our responsibility to set an example and foster an environment of equality and inclusion in our community. The Town of Drayton Valley supports and stands in solidarity with Black, Indigenous and People of Colour.

We invite everyone to continue having conversations and educating themselves on this important movement, and we are committed to listening and learning about how we can do better.

*Councillor Ballas made friendly amendment to change to “With all people regardless of race, creed, colour, or gender.”*

*Councillor Gammata declined the friendly amendment.*

## **DEFEATED**

### **RESOLUTION #109/20**

Councillor Ballas moved that we are proud to be a diverse community and know that our diversity makes us stronger. The significance surrounding racial awareness and equality is paramount, and we will continue working to ensure Drayton Valley is a welcoming, just, and inclusive place to live, work, and play.

In light of significant movements taking place around the world, the Town of Drayton Valley recognizes our responsibility to set an example and foster an environment of equality and inclusion in our community. The Town of Drayton Valley supports and stands in solidarity with all people, regardless of race, creed, colour, or gender.

We invite everyone to continue having conversations and educating themselves on this important movement, and we are committed to listening and learning about how we can do better.

## **CARRIED**

*Mayor Doerksen continued with 7.0 Department Reports at 11:44 a.m.*

### **7.0. Department Reports**

#### **7.5. CAO/Administration/Capital Project Update**

Mr. Olynyk provided an update on the activities of Public Works.

Ms. Stone provided an update of the relaunch dates.

#### **7.2. Community Services and FCSS**

Ms. Driessen advised of the activities of the ECDC, Park Valley Pool, and FCSS. She advised that the shelter program is located at the Curling Lounge until June 30.

#### **7.1. Planning and Development**

Mr. Ellis advised that the Planning and Development department is working on the Land Use Bylaw.

*Mayor Doerksen called a break at 12:10 p.m.*

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

**6.0. Decision Items Continued**

**RESOLUTION #110/20**

Councillor Wheeler moved that Council move to a Closed Session at 1:06 p.m. for decision items 6.8. and 6.9. of the June 17, 2020, Regular Meeting of Council Agenda, pursuant to sections 16(1)(a)(ii) and 16(1)(b) of the *Freedom of Information and Protection of Privacy Act*.

**CARRIED**

*Mr. Rossouw was present for items 6.8. and 6.9. to provide Council advice.*

*Ms. Weber was present for items 6.8. and 6.9. to provide Council advice.*

*Ms. Fancey was present for items 6.8. and 6.9. to provide Council advice.*

*Mr. Ellis was present for items 6.8. and 6.9. to provide Council advice.*

*Ms. Aishah Mohd Isa was present for item 6.9. to provide Council advice.*

*Ms. Stone was present for items 6.8. and 6.9. to provide Council advice.*

*Mr. Palovcik was present for items 6.8. and 6.9. to provide IT support.*

*Mrs. Landmark was present for items 6.8. and 6.9. to record any outcomes.*

6.8. Confidential: Property Tax Forgiveness Request – FOIP section 16(1)(a)(ii)

*Mr. Rossouw exited the meeting at 1:25 p.m.*

*Ms. Mohd Isa entered the meeting at 1:26 p.m. for item 6.9.*

*Mr. Rossouw returned to the meeting at 1:27 p.m.*

6.9. Confidential: Joint Venture with Bluebird Renewables – Solar Benches – FOIP section 16(1)(b)

**RESOLUTION #111/20**

Deputy Mayor Dodds moved that Council move out of Closed Session at 1:41 p.m.

**CARRIED**

**RESOLUTION #112/20**

Councillor McGee moved that Council approve the forgiveness of municipal taxes for the 2020 year and request that Alloy Energy Services Inc. return to Council to request 2021 forgiveness.

*Councillor Ballas asked that the vote be recorded.*

**In Favour:**

Mayor Doerksen  
Deputy Mayor Dodds  
Councillor McGee  
Councillor Peebles  
Councillor Wheeler

**Opposed:**

Councillor Ballas  
Councillor Gammana

**CARRIED**

**RESOLUTION #113/20**

Deputy Mayor Dodds moved that Council approve the investment as discussed for the solar bench project, direct Administration to proceed with the joint venture with Bluebird Renewables, and enter into a formal agreement.

**CARRIED**

## 7.0 Department Reports Continued

### 7.3. Emergency Services

There was nothing to report under this section.

### 7.4. Safety and Protective Services

There was nothing to report under this section.

### 7.5. CAO/Administration/Capital Project Update Continued

Mr. Rossouw provided an update of the relaunch stage. Ms. Weber advised that union members have ten business days to return to work and if they choose not to return it is handled as resignation.

## 8.0 Council Reports

### 8.1. Councillor McGee

- Met with artist Bree Atkins to look at potential mural sites in town

*Mr. Rossouw exited the meeting at 1:49 p.m.*

### 8.2. Councillor Wheeler

- Noted the supportive comments from the community about re-opening

### 8.3. Councillor Ballas

- Deferred his report

### 8.4. Councillor Peebles

- May 28 – Drayton Valley Brazeau Recreation Board Meeting

### 8.5. Deputy Mayor Dodds

- Sustainability Committee Meeting
- Homelessness and Poverty Reduction Team Committee Meeting
- Meetings with MLA
- Education meetings
- Congratulations to 2020 graduates

### 8.6. Councillor Gammana

- Provided a statement on racism and discrimination

*Deputy Mayor Dodds exited the meeting at 1:52 p.m.*

*Deputy Mayor Dodds returned to the meeting at 1:52 p.m.*

### 8.7. Mayor Doerksen

- Several meetings and phone calls re: letter about Economic Prosperity from May 27, 2020

## 9.0 Information Items

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9.1. Drayton Valley Brazeau Recreation Board – February 27, 2020

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9.2. Drayton Valley Municipal Library Board Meeting Minutes – April 2, 2020, and April 23, 2020 – and Policy Manual Section 1 and Section 2

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9.3. Childcare Operational Board Minutes – May 12, 2020

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9.4. Brazeau Foundation Minutes – May 14, 2020, and April 30, 2020

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*Mr. Rossouw returned to the meeting at 1:58 p.m.*



**RESOLUTION #113/20**

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

**CARRIED**

**10.0 Adjournment**

Mayor Doerksen adjourned the meeting at 1:58 p.m.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

DRAFT

# **PUBLIC HEARING**

**July 15, 2020**

**9:00 A.M.**

**Council Chambers – Civic Centre**

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

Bylaw No. 2020/10/P – Traffic Enforcement Amending (Maximum Speed Limits) Bylaw

## **2. PRESENT**

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

To receive comments, concerns, and questions from the public with regard to the proposed Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P.

## **4. BACKGROUND**

The above Bylaw received First Reading at the June 17, 2020, 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.**

To: The town of Drayton Valley.  
Notice of Public Hearing.  
Proposed Speed Zone Change.  
July 15, 2020, 9:00 A.M.

RECEIVED  
July 15, 2020

Regarding the proposed amendment to the Bylaw 2016/03/P. The current speed limit of 50 km/hr to 30 km/hr.

I totally agree that speed zone should be amended on the section of the road on Madsen Avenue from the east side of 47<sup>th</sup> Street to the north side of 39<sup>th</sup> Avenue, to 30/km/hr.

In hopes that the speeding may be control which has been a big problem up here. When traffic that comes from the north in many cases are already speeding when they come past the hospital and continue as they go south of 39<sup>th</sup> Avenue at very high speeds.

When traffic comes from 35<sup>th</sup> Avenue in most cases do not stop at the stop sign, they just pick up the speed and in many cases break the speed limit in going north towards the hospital.

I have asked the RCMP several times to come and check and the last phone call I made to the station I was told get a description of the vehicle and call them and they would try in picking them up, I do not think this is going to work.

Most of the people that drive at high speeds are parents. A lot of children play on the street in front of our house at FOIP Act; RSA 2000; Chapter F-25; section 17(1) & and where the two mail stands are, there are many times you hear the squealing of drivers putting on the brakes. Also the deer cross the road several times of the day and night. It can be dangerous in trying to use the cross walks. This is an accident waiting to happen. A lot of my neighbors are complaining of the high speed and loud roaring of traffic. Night shift workers/day sleepers are interrupted with loud roaring noise.

People and Ambulances that come out of the hospital parking lot are trying drive on to the street having to watch very carefully for the high speed of traffic. Also the people parking on both sides of Madsen Ave in front of the hospital, when trying to get in or out of their vehicles specially the people that are handy caped with wheel chairs and walkers.

South of the proposed speed zone intersection in making a u turn is also a hazard in completing the u turn and watching the traffic, in trying to finding a parking spot along Madsen Ave.

Thank you for taking time to read this letter.

**Bernie Schell**  
FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P Presented for Second and Third Readings
<b>MEETING:</b>	July 15, 2020 Regular Meeting of Council
<b>PRESENTED BY:</b>	Debbi Weber Assistant CAO

### 1. PROPOSAL AND BACKGROUND:

It has been requested to amend the speed zone on Madsen Avenue around the Hospital. Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P will define a new 30 km/h zone along Madsen Avenue from 47 Street to 39 Avenue and ensure that it becomes part of Traffic Bylaw 2016/03/P Schedule A.

This Amending Bylaw is also being presented to update and ensure the correct description of all non-playground or school speed zones within the Town of Drayton Valley. Attached to this Amending Bylaw is the corrected Schedule A of Bylaw 2016/03/P.

Council gave First Reading to this Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P on June 17, 2020, and advertised for two (2) weeks in the local newspaper. Following the Public Hearing held earlier today, Amending Bylaw 2020/10/P is being presented for Second and Third Readings.

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

No budget, grant, or resource implications.

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

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	Yes	Traffic Safety Act - Section 107 (as of 2018)
Municipal Bylaws	Yes	Traffic Bylaw 2016/03/P
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	N/A	

### 4. POTENTIAL MOTIONS:

- A. That Council give Second Reading to Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P, as presented.

That Council give Third Reading to Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P, as presented.

- B. That Council give Second Reading to Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P, with following changes: \_\_\_\_\_.

That Council give Third and Final Reading to Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P, as amended.




C. That Council decline to give Second Reading to Amending Bylaw 2020/10/P.

**5. RECOMMENDATION**

Administration recommends that Council give Second and Third Readings to Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P.

**6. ATTACHMENTS:**

1. DRAFT Traffic Enforcement Amending (Maximum Speed Limits) Bylaw 2020/10/P

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



**BYLAW NO. 2020/10/P**

**Name of Bylaw: Traffic Enforcement Amending (Maximum Speed Limits) Bylaw**

**WHEREAS** the Traffic Safety Act, R.S.A. 2000, c.T-6 as amended or repealed and replaced from time to time, authorizes a municipal Council to pass Bylaws not inconsistent within the Traffic Safety Act, respecting highways under its direction, control and management, for the regulation and control of traffic within the boundaries of the Town;

**AND WHEREAS** the Council for the Town of Drayton Valley deems it to be in the best interests of the public to provide further regulations for traffic on specific roadways within the Town;

**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 “Traffic Enforcement Amending (Maximum Speed Limits) Bylaw” for the Town of Drayton Valley.

**PURPOSE**

2. The purpose of this Bylaw is to amend Town of Drayton Valley Traffic Enforcement Bylaw 2016/03/P to include provisions for maximum speed limits on specified roadways.
3. The following shall be added to:
  - a) Article II, Speed Restrictions, Section 8:  
8.2 Notwithstanding Section 8.1, additional maximum speed limits will be set on the roadways as indicated in Schedule A.
  - b) The inclusion of Schedule “A”, as attached to this Bylaw, will be added to Bylaw 2016/03/P.
  - c) The following will be added to Schedule “B”, Fines and Penalties, in numerical order

<b>Section</b>	<b>Violation</b>	<b>Penalty</b>
8.2	Operating a vehicle in excess of the maximum speed.	In accordance with <i>Traffic Safety Act</i> .
Schedule “A”	Operating a vehicle in excess of the maximum speed.	In accordance with <i>Traffic Safety Act</i> .

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

Read a First time this \_\_\_\_\_ day of \_\_\_\_\_, 2020, A. D.

Read a Second time this \_\_\_\_\_ day of \_\_\_\_\_, 2020, A. D.

Read a Third and Final time this \_\_\_\_\_ day of \_\_\_\_\_, 2020, A. D.

\_\_\_\_\_  
MAYOR

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

## Schedule “A”

### Maximum Speed Limits

The maximum speed limit on the following roadways within the **Town of Drayton Valley RV Campground** will be twenty kilometers (20 km/h) per hour:

- 41 Avenue between 60 Street and east end;
- 44 Avenue between Highway 22 E Service Road and 59 Street;
- 60 Street between 44 Avenue and 41 Avenue; and
- RV Park Access Road between 44 Avenue and School Access Road.

The maximum speed limit on the following roadways will be thirty kilometers (30 km/h) per hour:

- 22 Avenue between 50 Street and west end (**CETC Site**);
- 44 Avenue between 60 Street and Highway 22 E Service Road;
- 45 Avenue between 56 Street and School Access Road;
- Highway 22 E Service Road between Highway 22 and 44 Avenue;
- School Access Road between RV Park Access Road and West Valley Park Road; and
- West Valley Park Road between 45 Avenue and 49 Avenue
- **Madsen Avenue from 47 street to 39 Avenue.**

The maximum speed limit on the following roadways will be sixty kilometers (60 km/h) per hour:

- 35 Street (Range Road 73) between Township Road 491 and Township Road 493;
- 50 Avenue (Township Road 492) between 62 Street and west Town boundary; and
- 50 Street between Highway 22 and 34 Avenue.
- **RR 72 (No Thru Road) from Secondary highway 620 to North end of roadway.**

The maximum speed limit on the following roadways will be eighty kilometers (80 km/h) per hour:

- **34 Avenue between west side of 64 street and west Town boundary;**
- 35 Street (Range Road 73) between Township Road 493 and Township Road 494;
- Township Road 485 between Highway 620 and east end;
- Township Road 493 between Range Road 72 and Range Road 73;
- Township Road 494 between Highway 22 and Range Road 72;
- Range Road 72 between Township Road 493 and south end; and
- Range Road 75 between Highway 620 and north end.



# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION

DRAYTON VALLEY



<b>SUBJECT:</b>	Utility Amending Bylaw 2020/11/E Presented for First Reading
<b>MEETING:</b>	July 15, 2020 Regular Meeting of Council
<b>PRESENTED BY:</b>	Khaled Mouallem Utilities Manager

## 1. PROPOSAL AND BACKGROUND:

Administration is proposing to amend the current utility bylaw to include a clause in the Water Service Charges and Rates section and to include a Grease Traps section.

After Council has given First Reading to this Bylaw, changes will be advertised for a minimum of two (2) weeks with the Bylaw returning to Council on August 19, 2020, for the Public Hearing and the Second and Third Readings for the Bylaw.

## 2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

There is no impact on the budget.

## 3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	YES	Utility Bylaw 2002/10/E
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	N/A	

## 4. POTENTIAL MOTIONS:




- A. That Council give First Reading to the Utility Amending Bylaw 2020/11/E, as presented.
- B. That Council give First Reading to the Utility Amending Bylaw 2020/11/E, with amendments to: \_\_\_\_\_.
- C. That Council declines to give First Reading to the Utility Amending Bylaw 2020/11/E.

## 5. RECOMMENDATION

Administration recommends that Council gives First Reading to Utility Amending Bylaw 2020/11/E, as presented.

## 6. ATTACHMENTS:

1. DRAFT Utility Amending Bylaw 2020/11/E

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

**BYLAW NO. 2020/11/E****Name of Bylaw: Utility Amending Bylaw**

**WHEREAS** the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides the use and control of all public waterworks, water treatment systems, common sewers and any sewage disposal works connected therewith, collectively called a “utility”;

**AND WHEREAS** all waterworks, sanitary sewers, storm sewers, drains and sewage disposal work belonging to the Town now laid down or hereafter laid down shall be under the direct control of the Town;

**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 “Utility Amending Bylaw” of the Town of Drayton Valley.

**PURPOSE**

2. The purpose of this Bylaw is to amend the Utility Bylaw 2002/10/E to include a clause in the Water Service Charges and Rates section and to include a Grease Traps section.
3. Section 3.4.14, Water Service Charges and Rates is amended by revising to include:
  - c) Every owner or occupant outside of the limits of Town, whose property is serviced directly or indirectly by the connection of the water systems by the Town shall be subjected to pay an Administration Fee and an Infrastructure Upgrade Fee set by the Town that is established by an agreement between the Town and the owner or occupant. The Administration Fee and Upgrade Fee will apply to any utilized lot that is serviced by the Town connection.
4. Section 3.4.15, Grease Traps to be amended by adding:

**3.4.15 Grease Traps**

- a) All non-residential use food preparation facilities including all industrial, commercial or institutional premises where food is cooked, processed or prepared shall have installed grease traps of a sufficient size to ensure that oil and grease are prevented from entering the Sanitary Sewer Service and of a design approved by the Town, on all Fixtures connected to a Service Connection

- b) The grease traps shall be installed in accordance with all applicable Federal and Provincial Legislation and maintained at the Owner's sole cost and expense.
- c) All grease traps shall be maintained according to the manufacturer's recommendations and shall be cleaned before the thickness of the organic material and solids residuals is greater than twenty-five (25%) percent of the available volume; cleaning frequency shall not be less than every four (4) weeks. Maintenance requirements shall be posted in the workplace in proximity to the grease trap.
- d) A maintenance schedule and record of maintenance shall be available to the CAO or his/her designate upon request for each interceptor installed.
- e) The Owner of all non-residential use food preparation facilities including all industrial, commercial or institutional premises where food is cooked, processed or prepared shall for two (2) years, keep the record of maintenance and documents related to oil and grease disposal.
- f) No person shall use enzymes, bacteria, solvents, hot water, or other agents to facilitate the passage of oil and grease through a grease trap.
- g) In the case of failure by an Owner to adequately maintain the grease trap to the satisfaction of the CAO or his/her designate, the CAO or his/her designate may require an alarmed monitoring device to be installed, at the expense of the Owner.
- h) In the event that the Town, in its sole determination, finds that an Owner fails to adequately dispose of oil and grease, and the Town is required to clean the Service Connection and/or the Sewer Main as a result of the inadequate disposal, the Owner shall be responsible for all costs and charges associated with cleaning of the Service Connection and/or Sewer Main.

### **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 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 have force and come into effect from and after the date of third reading thereof.

Read a first time this \_\_\_\_ day of \_\_\_\_\_, 2020, A. D.

Read a second time this \_\_\_\_ day of \_\_\_\_\_, 2020, A. D.

Read a third and final time this \_\_\_\_ day of \_\_\_\_\_, 2020, A. D.

\_\_\_\_\_  
MAYOR

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

DRAFT

# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION

DRAYTON VALLEY



<b>SUBJECT:</b>	Community Grants, Third Quarter Allocation
<b>MEETING:</b>	July 15, 2020 Regular Meeting of Council
<b>PRESENTED BY:</b>	Debbi Weber Assistant CAO

## 1. PROPOSAL AND BACKGROUND:

### Community Events Grant

The Town of Drayton Valley recognizes there are non-profit organizations that host community events to raise funds or require donations for worthwhile projects, programs, or services. In an effort to support these organizations, the Town may provide grants to assist with the hosting of community events and initiatives. Funding applications are to be reviewed on a quarterly basis. The third quarter deadline was July 2, 2020.

A total of two (2) eligible applications under Council's purview were received for the Community Events Grant third quarter.

Organization	Event	Date(s)	Request
Drayton Valley Community Foundation	DV 100	Sept. 11 & 12	\$10,000
Drayton Valley Pro Rodeo Society	Drayton Valley Pro Rodeo	Aug. 28 to 30	\$6,600

One (1) eligible application under the purview of Town Administration was also received for this quarter. Town Administration awarded one (1) grant.

Organization	Event	Date(s)	Awarded
Drayton Valley & District Agricultural Society	To help cover the cost of purchasing safety cones for the Outdoor Farmer's Market	May 20 to Aug. 26, 2020	\$500

Following the awarding of one (1) grant for the applications under the purview of Town Administration, there is a total of \$8,750 remaining for the third quarter allocation of the Community Events Grant for the two (2) applications under Council's purview.

The two (2) eligible applications are being submitted for Council consideration.

## 2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

The Town identifies in its yearly administration budget a set amount of funding available for grants. The Community Events Grant was allocated \$20,000 for the 2020 Interim Budget, which is \$5,000 per quarter.

## 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>• diversity is embraced and all residents are welcomed and involved, and participate in community activities;</li> <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>• all levels of public engagement within Drayton Valley are high.</li> </ul> <p>The Community Events Grant helps organizations and individuals achieve some of the community goals set out in the Social Development Plan, Community Sustainability Plan, and all applications are reviewed under the guidelines contained within Policy No. A-01-01 Support Grants for Community Events.</p> <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:

##### OPTIONS FOR THE APPLICATION FROM THE DRAYTON VALLEY COMMUNITY FOUNDATION:

- 1) That Council award the Drayton Valley Community Foundation \$ \_\_\_\_\_ from the Community Events Grant to help cover costs associated with hosting the DV100 on September 11 and 12, 2020.
- 2) That Council decline the funding request from the Drayton Valley Community Foundation to help cover costs associated with hosting the DV100 on September 11 and 12, 2020.



OPTIONS FOR THE APPLICATION FROM THE DRAYTON VALLEY PRO RODEO SOCIETY:

- 1) That Council award the Drayton Valley Pro Rodeo Society \$ \_\_\_\_\_ 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.
- 2) That Council decline the funding request from the Drayton Valley Pro Rodeo Society to help cover cost of insurance, facility rental and an ambulance available on site for the Drayton Valley Pro Rodeo taking place on August 28-30, 2020.

**5. RECOMMENDATION**

**6. ATTACHMENTS:**

1. Third Quarter Grant Applications

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



# TOWN OF DRAYTON VALLEY

## COMMUNITY EVENT GRANT CHECKLIST

### OFFICE USE ONLY

Name of Applicant: Drayton Valley Community Foundation

Name of Event: DV 100 - September 11 and 12, 2020

CRITERIA	
Policy Requirements:	Notes:
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	Contributes funds to the Community Foundation, which supports local initiatives.
not duplicate past or present local services (unless a need can be demonstrated)	Does not duplicate another local event.
provide equal access to the service without discrimination	Open to all. Marketed across the province and attracts up to 300 participants - tourism potential
not already receiving direct or indirect support from the Town for the stated service	Up to \$5,000 in-kind support from Public Works (street cleaning, barricades, CPO, etc.) <b>SEE RESOLUTION UNDER COMMENTS</b>
address an identified need in the community or contribute to the common good of the community	Community Foundation contributes funds to local initiatives which address community needs
recognize the Town's contribution to the event or service sponsored	Promotional posters, on-site recognition and post-event newspaper ad
other revenue sources have been sought or obtained	Sponsorships and grants being sourced but not identified in application

Additional Information	Notes:
Has the Town directly sponsored this event before?	Yes - \$1,000 in 2015 - \$1,000 in 2016 - \$1,500 in 2017 - \$2,000 - \$5,000(in-kind) in 2018 - \$5,000(in-kind) & \$1,000 in 2019
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Supported by Goals in the Social Development Plan (social and community service organizations)

Comments:

Requesting \$10,000 to help cover the costs in order to host the event.

**RESOLUTION #163/18**

Councillor Peebles moved that Council authorize Administration to provide the necessary support for the DV100 in the required fields to a maximum of \$3,000.00. **(CONT'D)**



Councillor Butz proposed a friendly amendment to Resolution #163/18 to change the maximum of \$3,000.00 for in-kind contributions to a maximum of \$5,000.00 annually for DV100. Councillor Peebles accepted the friendly amendment.

**CARRIED AS AMENDED**

Recommendation to Council:

For Council Consideration



# TOWN OF DRAYTON VALLEY

## COMMUNITY EVENT GRANT APPLICATION FORM

Date: \_\_\_\_\_ Event Date: \_\_\_\_\_

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

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

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

### ORGANIZATION MANDATE

Description of the organization's mandate:

### STATED SERVICE

Details of the stated service or initiative (including date(s), time(s), location(s) and activities):

Number of individuals and/or organizations (please specify) that will benefit from the stated service:

Manner in which those individuals and/or organizations will benefit:

**SPONSORSHIP REQUEST**

Reason for request from the Town:

Nature of the request and/or amount requested:

Please attach:

a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship

a list of other organizations that have been or will be approached for sponsorship

How will sponsoring organizations be recognized?

**BY AFFIXING HIS/HER SIGNATURE BELOW, THE APPLICANT CONFIRMS THAT THE FOLLOWING STATEMENTS ARE TRUE, TO THE BEST OF HIS/HER KNOWLEDGE.**

1. The information provided is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.
3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Applicant's Signature

Date: March 12, 2020

**MAIL TO:**

Town of Drayton Valley  
Community Event Grant  
Box 6837  
Drayton Valley, AB T7A 1A1

**DELIVER TO:**

Town of Drayton Valley  
Community Event Grant  
5102 - 52 Street  
Drayton Valley, AB

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT**

The personal information on the Community Event Grant Application is being collected under authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be used to administer Grant Funding. The Town of Drayton Valley will use the aggregate data for program planning and evaluation. All personal information will be protected in accordance with the privacy provision of the *FOIP Act*. If you have any questions about the Grant or questions about the collection, use or disclosure of our personal information, please contact the Town of Drayton Valley at (780) 514-2200.



P.O. Box 6836  
 Drayton Valley AB T7A 1S2  
 Ph: (587) 464-0400  
 E-mail: [ed@dvcf.org](mailto:ed@dvcf.org)  
 Web page: [dvcf.org](http://dvcf.org)

## Board of Directors

### Chairperson

Robert Mulligan

### Vice-Chair

Chris Walsh

### Secretary

Brenda Christie

### Treasurer

Barry Carlson

### Directors –

Sandy Buchan

Mardi Dancey

Steve Holmstrom

Pat Jeffery

Chris Walsh

Tara Middlemiss

Glen Saunders

John Tkachuk

Isaiah Rye

Michael Ferrey

### Executive Director

Sheila Hegedus

### Accountant

Rob Feddema C.A.

### Book Keeper

Jesse Christian

### DV100 Description of Event:

The DV100 Race or Ride is an annual fundraiser for the Drayton Valley Community Foundation. We are heading into our ninth consecutive year. This event was founded on the principals shared by the Foundation: to promote community vitality. The funds raised from DV100 are placed in the DV100 Race or Ride fund, and the investment income is granted back to community organizations.

The Drayton Valley Community Foundation is a registered charity with the mission of granting monies to local community groups and organizations. We are one of one hundred and eighty one Community Foundations of Canada and have granted over \$500,000 to community causes in the past five years.

DV100 consists of four routes, 20KM, 40KM, 100KM, and 160KM, suiting the age and skill levels of all participants. Our eligible age to participate was recently lowered to 14 years old. Our event supports all participants from “new to the sport” to elite racing. Riders travel from all over Canada and as far as the United States to attend our Race/ Ride, bringing tourism to Drayton Valley, Brazeau County, and Yellowhead County.

We also see the value in creating a community event, where residents can participate and enjoy the festivities. This year we are focusing on activities that will attract community members to come to the grounds and join, we are inviting community members to go on September 11<sup>th</sup>, 2020 to enjoy a kick-off party that will include family activities, music, BBQ and a beer tent. On September 12<sup>th</sup> we are inviting residents to join us for a farmers market, live music, beer tent as well as be spectators as the race kicks off and finishes. We are also going to add an addition of a kiddie race to promote the sport in our younger generation.

Safety at our event is our number one concern, and we go to great lengths to ensure the safety of our athletes and all other participants. We have 170+ volunteers on the course directing traffic and cyclists. Each race route has lead and trail vehicles and support trucks roaming along the course, all equipped with qualified first-aid attendants. On the 160KM route at the turn around point on Hwy 753, we will have signage in both directions, alerting traffic until the cyclists’ pass. In addition to this, we also have RCMP support and Community Peace officers assisting along the routes and at the main traffic crossings over Hwy 22.

Hwy 22 and 50<sup>th</sup> Ave & Hwy 22 and Hwy 621 are designated stop areas equipped with bathrooms, water, first-aid, and volunteers with radios.

We will be placing appropriate signage throughout the race, notably at RR85, Hwy 753, and Hwy 620 and RR85, as well as at the above-noted intersections. We make every effort to alert traffic to the race in progress. All support trucks have DV100 signage in the back of them that lets other traffic know they are with our event.

If you require any further details about the event, please do not hesitate to reach out.

Sheila Hegedus, Executive Director, 587-464-0400, [ed@dvcf.org](mailto:ed@dvcf.org)

**DV100 Revenue****DV100**

<b>Sponsorship</b>	\$ 35,000.00
<b>Grants</b>	\$ 12,500.00
<b>Registration</b>	\$ 46,000.00
<b>Merchandise</b>	\$ 6,000.00
<b>Beer Gardens</b>	\$ 2,400.00
<b>Donations</b>	\$ 2,000.00
<b>TOTAL</b>	<b>\$ 103,900.00</b>

**DV100 Expenses**

<b>Race Day</b>	\$ 10,000.00
<b>Awards</b>	\$ 35,000.00
<b>Sign Tific</b>	\$ 1,800.00
<b>Marketing &amp; Advertising</b>	\$ 12,500.00
<b>Live Streaming</b>	\$ 2,000.00
<b>Zone 4</b>	\$ 5,500.00
<b>Prizes</b>	\$ 4,000.00
<b>Merchandise</b>	\$ 7,000.00
<b>Alcohol</b>	\$ 1,800.00
<b>Licensing</b>	\$ 1,600.00
<b>Miscellaneous</b>	\$ 4,000.00
<b>TOTAL DV100 EXPENSES</b>	<b>\$ 85,200.00</b>

<b>TOTAL PROFIT</b>	<b>\$ 18,700.00</b>
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# TOWN OF DRAYTON VALLEY

## COMMUNITY EVENT GRANT CHECKLIST

### OFFICE USE ONLY

Name of Applicant: Drayton Valley Pro Rodeo Society

Name of Event: Drayton Valley Pro Rodeo - August 28 to 30, 2020 (RESCHEDULED DATE)

CRITERIA	
Policy Requirements:	Notes:
application (complete, signed and accompanied by supporting documents) received by deadline	Yes
benefit the community as a whole or a specific major group within the community	- Large spectator base - tourism potential
not duplicate past or present local services (unless a need can be demonstrated)	No other rodeo within Town limits.
provide equal access to the service without discrimination	Yes
not already be receiving direct or indirect support from the Town for the stated service	No other direct support.
address an identified need in the community or contribute to the common good of the community	Supports agricultural community and local community directly and indirectly.
recognize the Town's contribution to the event or service sponsored	Various forms of recognition, depending on date of contribution.
other revenue sources have been sought or obtained	Seeking various sponsors - none identified. Brazeau County is contributing \$1,000 of in-kind services

Additional Information	Notes:
Has the Town directly sponsored this event before?	Yes - \$2,000 in 2015 - \$1,000 in 2016 - \$1,500 in 2017 - \$1,000 in 2018 - \$750 - in 2019
Does the organization work to achieve some of the community goals set out in statutory plans (Social Development Plan, Community Sustainability Plan, etc.)?	Supported by Goals in the Social Development Plan (heritage, tourism, diversity of leisure opportunities)

**Comments:**

Requesting \$6,600 (\$2,000 in insurance, \$3,600 in hosting expenses and \$1,000 ambulance) The event was originally scheduled for April 30 to May 3. Due to the Covid-19 Pandemic, the Pro Rodeo has been rescheduled to August 28-30. The event will be held outdoors at the Lions Rodeo Grounds.

**Recommendation to Council:**

For consideration by Council.



# TOWN OF DRAYTON VALLEY COMMUNITY EVENT GRANT APPLICATION FORM

Date: February 27, 2020 Event Date: April 3-th- May 3rd, 2020

Organization Name: Drayton Valley Pro Rodeo Society

Mailing Address: **FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)**

Contact Name: Carmen Pietsch Title: Treasurer

Email: **FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)** Telephone: **FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)**

### ORGANIZATION MANDATE

Description of the organization's mandate:

The Drayton Valley Pro Rodeo Society is a non-profit organization, dedicated to bringing the very best in rodeo to Drayton Valley and the surrounding areas. We are bringing the best cowboys and stock in North America to our community for everyone's western entertainment.

### STATED SERVICE

Details of the stated service or initiative (including date(s), time(s), location(s) and activities):

Slack(extra entries) April 30, 2020 10am-3pm  
Perf #1 May 1st, 2020 7-10pm  
Perf #2 May 2nd, 2020 7-10pm  
Perf #3 May 3rd, 2020 2pm-5pm

Number of individuals and/or organizations (please specify) that will benefit from the stated service:

We estimate that about 400 contestants, 4000 spectators, Four 4H groups at least 4 community groups, Local food bank, 20 local rodeo personnel and the businesses in the town of Drayton Valley will benefit from us putting on our rodeo. We are supporting many local businesses by buying our supplies at them. We also have a family admission rate so the whole family can come out and enjoy the fun for very little money.



Manner in which those individuals and/or organizations will benefit:

They will benefit by us having a rodeo- Contestants will have a rodeo to participate at to help them make it to the Canadian and National finals. Spectators will have reasonably priced entertainment. Drayton Valley Thunder hosts a beergardens, DV food bank will receive food donations and money. The town can show case Drayton Valley with their Chili cook off & the Museum can showcase what they have to offer during their pancake breakfast. U of C 4H and Thunder raises money with the 50-50. DV Lions club hosts the dance. The businesses is town will benefit by having more people in town to spend money.

### SPONSORSHIP REQUEST

Reason for request from the Town:

We are looking at all levels of sponsorship and trying to pay for the rodeo which has a budget of over \$110 000, so anywhere we can get funds at this difficult time would be greatly appreciated.

Nature of the request and/or amount requested:

We would like money to cover the rent of the Omniplex and our insurance.  
Insurance is \$2000  
Rodeo Rent of Omniplex- \$3600.00  
Ambulance - \$1000  
The total we are applying for is \$6600 but we would appreciate any money you can give us.

Please attach:

a budget or business plan (showing anticipated revenue sources and expenditures) for the specific service/function requiring sponsorship

a list of other organizations that have been or will be approached for sponsorship

How will sponsoring organizations be recognized?

Depending on level of sponsorship the organizations will be recognized with• Flag in Grand Entry (Supplied by sponsor) • On poster if paid by March 1st and on radio/newspaper ads if paid by April 1st  
• ad on Website and Company Logo on our website home page  
• Full page ad in program  
• Banner on announcer stand (Supplied by sponsor)or • 1 Chute sign on the chutes  
•VIP Passes to rodeo weekend and sponsor night

**BY AFFIXING HIS/HER SIGNATURE BELOW, THE APPLICANT CONFIRMS THAT THE FOLLOWING STATEMENTS ARE TRUE, TO THE BEST OF HIS/HER KNOWLEDGE.**

1. The information provided is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization requesting sponsorship.
3. I understand and agree that this application for municipal sponsorship, or any information related there to, is not confidential information and may be released by the Town of Drayton Valley.

FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)

Applicant's Signature: Carmen Pietsch

Date: Feb 27, 2020

**MAIL TO:**

Town of Drayton Valley  
Community Event Grant  
Box 6837  
Drayton Valley, AB T7A 1A1

**DELIVER TO:**

Town of Drayton Valley  
Community Event Grant  
5102 - 52 Street  
Drayton Valley, AB

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) STATEMENT**

The personal information on the Community Event Grant Application is being collected under authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be used to administer Grant Funding. The Town of Drayton Valley will use the aggregate data for program planning and evaluation. All personal information will be protected in accordance with the privacy provision of the *FOIP Act*. If you have any questions about the Grant or questions about the collection, use or disclosure of our personal information, please contact the Town of Drayton Valley at (780) 514-2200.

Advertising	\$5,000.00	
Ambulance	\$1,000.00	
Approval Fees	\$2,700.00	
Banking	\$250.00	cheques & service fees
Big Screen	\$4,000.00	
Cowboy Therapy	\$450.00	Materials
CPRA	\$3,000.00	
Help	\$900.00	
Insurance	\$3,150.00	Director, Rodeo and WARMA
Lodging	\$6,000.00	
Night Security	\$1,000.00	
Office supplies	\$500.00	
Parking	\$600.00	
Prize Money	\$23,700.00	
Programs	\$250.00	
Putting dirt in-Extra costs	\$360.04	
Rent	\$4,000.00	Arena, Hall
Rental of bins, equipment, etc & haul away	\$4,000.00	
Rented Steel	\$7,350.00	
Rodeo Personal	\$13,950.00	
Rodeo Supplies	\$2,000.00	Office Supplies, posts, ribbons, tubs
Sound-speaker	\$100.00	Speaker out back
Sponsor Night	\$1,500.00	
Sponsor/thank you Letters	\$800.00	
Stock	\$23,750.00	Regular, Timed event & Sub contractor
Tickets & stamps	\$100.00	
Trick Riders	\$1,500.00	
Website	\$150.00	

**Total Expenses**

**\$107,060.04**

**Anticipated Income**

Admission	\$35,000.00
Various sponsors	\$70,000.00
Local Grants	\$2,000.00

**Total Income anticipated \$107,000.00**

# TOWN OF DRAYTON VALLEY REQUEST FOR DECISION

DRAYTON VALLEY



<b>SUBJECT:</b>	Sustainability Committee Recommendation on Recycling Pick-up
<b>MEETING:</b>	July 15, 2020 Regular Meeting of Council
<b>PRESENTED BY:</b>	Councillor Fayrell Wheeler on behalf of the Sustainability Committee

## 1. PROPOSAL AND BACKGROUND:

There has not been an increase in recycling tonnage since weekly pick-up has been introduced. As such, the Sustainability Committee has discussed on whether to continue the weekly service program. The cost for weekly recycling pick-up is currently \$3.77/monthly. It would be \$1.72/monthly for bi-weekly pick-up. If recycling pick-up was reverted back to bi-weekly, residents would collectively save \$67,871.40 of collection charges. Truck mileage would be reduced as well, which would lead to savings in fuel use, fuel cost, and GHG emissions.

After a discussion at the Governance and Priorities Committee Meeting on July 8, 2020, this is being presented for Council's consideration.

## 2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

## 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	Yes	Waste & Recycling Pillar
Town of Drayton Valley Strategic Plan 2019-2021	Yes	Identify, Manage, Evaluate Service Levels
Other Plans or Policies	N/A	


## 4. POTENTIAL MOTIONS:

- A. That Council direct that recycling pick-up be changed to bi-weekly pick-up which would result in savings of \$1.72/monthly/household or \$67,871.40 collectively.
- B. That Council direct to continue weekly recycling pick-up as currently agreed with the service provider.
- C. Defer the issue of recycling pick-up back to the Sustainability Committee to: \_\_\_\_\_.
- D. That Council \_\_\_\_\_.

## 5. RECOMMENDATION

The recommendation from the Sustainability Committee is to move to bi-weekly pick-up.

## 6. ATTACHMENTS:

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

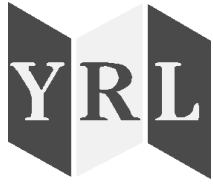
## Information Items

9.0 Information Items Pages 37-64

9.1.	Yellowhead Regional Library Board Meeting Minutes – September 30, 2019, November 25, 2019, and March 16, 2020	38-50
9.2.	Drayton Valley Municipal Library Meeting Minutes – May 21, 2020 – and May Stats	51-55
9.3.	Subdivision and Development Appeal Board Records of Proceedings – May 28, 2020	56-58
9.4.	Economic Development Committee Meeting Minutes – May 12, 2020	59-60
9.5.	Drayton Valley Brazeau Recreation Board Meeting Minutes – May 28, 2020	61-64

**MOTION:**

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



**Yellowhead Regional Library**  
**Board of Trustees Meeting**  
 Harvey Treleven Boardroom  
 433 King Street, Spruce Grove  
**September 30, 2019**

**Present**

Chair Hank Smit, Town of Hinton  
 Vice Chair Derril Butler, Lac Ste. Anne County  
 Ann Morrison, Summer Village of Sunset Point  
 Anna Greenwood, Town of Mayerthorpe (*Alternate*)  
 Bill Elliot, City of Wetaskiwin  
 Bill Krahn, County of Wetaskiwin No. 10  
 David Truckey, Town of Westlock (*via GoToMeeting*)  
 Diane Hagman, Northern Gateway School Division  
 Donna Wiltse, Brazeau County  
 Dwayne Mayr, Village of Warburg  
 Fayrell Wheeler, Town of Drayton Valley  
 Ivor Foster, Town of Thorsby  
 Jason Shewchuk, Village of Spring Lake  
 Jeff Goebel, Town of Swan Hills  
 Jenna McGrath, Municipality of Jasper  
 Judy Bennett, Town of Stony Plain  
 Judy Lefebvre, Pembina Hills School Division  
 Judy Valiquette, Village of Alberta Beach  
 Krista Gardner, Town of Calmar  
 Krystal Baier, Town of Edson  
 Liz Turnbull, Summer Village of Silver Sands  
 Margaret Gagnon, Summer Village of Crystal Springs  
 Marlene Walsh, Summer Village of Val Quentin  
 Pat St. Hilaire, Town of Onoway  
 Ron Kleinfeldt, County of Barrhead No. 11  
 Sandra Cherniawsky, Yellowhead County  
 Stacey May, Town of Devon  
 Sylvia Bonnett, Woodlands County  
 Victor Julyan, Westlock County  
 Wayne Rothe, City of Spruce Grove

**YRL Staff**

Karla Palichuk, Director  
 Wendy Sears Ilnicki, Deputy Director  
 Stephanie Thero, Manager, Technology Services  
 Laurie Haak, Executive Assistant and Recorder

**Guests**

Dr. Margaret Law, Library Consultant  
 Robert McClure, YRL Public Libraries' Council and  
 Yellowhead County Libraries

**Absent**

Adrienne Braithwaite, City of Leduc  
 Brenda Shewaga, Summer Village of Yellowstone  
 Chelsea Griffiths, Village of Wabamun  
 Dave Gursky, Wetaskiwin School Division  
 Doug Peel, Town of Millet  
 John McIvor, Summer Village of Kapasiwin  
 Ken Lewis, Summer Village of Grandview  
 Len Spink, City of Beaumont  
 Lynn Pritchard, Village of Breton  
 Marge Hanssen, Summer Village of Nakamun Park  
 Nat Dvernichuk, Village of Clyde  
 Rick MacPhee, Summer Village of Seba Beach  
 Rod Klumph, Town of Barrhead  
 Sandi Benford, Summer Village of South View  
 Sandy Morton, Town of Mayerthorpe  
 Tanya Pollard, Alberta Library Trustees' Association  
 Tessa Hutchings, Leduc County  
 Tom Pickard, Town of Whitecourt  
 Tracey Melnyk, Parkland County

**Representative not Appointed**

Summer Village of Birch Cove  
 Summer Village of Castle Island  
 Summer Village of Lakeview  
 Summer Village of Ma-Me-O Beach  
 Summer Village of Norris Beach  
 Summer Village of Poplar Bay  
 Summer Village of Ross Haven  
 Summer Village of Silver Beach  
 Summer Village of Sunrise Beach  
 Summer Village of West Cove

**CALL TO ORDER**

H. Smit called the meeting to order at 10:02 a.m.

**1. Approval of Agenda**

MOVED by S. May that the agenda be approved as presented. SECONDED by D. Butler.	CARRIED	3927
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**2. Approval of Minutes**

MOVED by A. Morrison that the minutes of the June 17, 2019 YRL Board meeting be approved as presented. SECONDED by D. Mayr.	CARRIED	3928
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*F. Wheeler entered the meeting; J. Bennett left the meeting.*

**INFORMATION ITEMS****3. Organizational Review Recommendations**

M. Law explained the YRL's strategic plan places a strong focus on supporting member libraries through training and a focus on underserved communities; YRL's human resource policies, organizational structure and processes were compared and the recommendations ensure alignment with the plan.

*J. Bennett returned to the meeting.*

K. Palichuk stated that there are 30/60/90-day organizational change target goals with a full implementation by January and minimal budget impact (one position moved up one pay grade).

*M. Law and F. Wheeler left the meeting.*

**4. Draft 2020 Budget**

K. Palichuk reviewed the 2020 operating budget revenue sources noting that when the provincial budget is released on October 24, there may be adjustments to the operating grant income.

*F. Wheeler returned to the meeting.*

W. Sears Ilnicki reviewed the administration, bibliographic services, library development and technology expense variances in the operating budget. K. Palichuk explained that staff reviewed many areas for reductions including eResources, professional development, technology and trustee expense, which resulted in an eResource partnership with Parkland Regional Library (PRL).

W. Sears Ilnicki provided an overview of the funds budget and projections for 2021 and 2022, noting the member levy increase of two per cent for 2020 and 1.5 per cent for 2021.

*BREAK: 11:10 to 11:25*

## 5. Advocacy

H. Smit spoke of a letter that was sent to the Honourable Kaycee Madu, Minister of Municipal Affairs, to thank him for releasing 50 per cent of the library operating grant funding, and seven congratulatory letters sent to the MLAs in the YRL region which resulted in four meetings that he and K. Palichuk attended; of those, our partners were invited to attend two: Northern Lights Library System at one and PRL for another. K. Palichuk added that all the MLAs expressed their support of libraries during the meetings. H. Smit noted that following the meeting with the Honourable Rick Wilson, Minister of Indigenous Relations and MLA for Maskwacis-Wetaskiwin, his MLA office is now trying to arrange a meeting with him, the Associate Minister of Red Tape Reduction, the Minister of Municipal Affairs, and the YRL chair and director.

H. Smit stated that he and K. Palichuk are working with the Library Association of Alberta (LAA) and the Alberta Library Trustees' Association (ALTA) to ensure consistent messaging for trustee briefing documents, and they are both on the recently-formed The Alberta Library (TAL) Advocacy Committee, of which K. Palichuk is chair.

## 6. Public Library Services Branch (PLSB) Red Tape Reduction – Opportunities for Feedback

H. Smit explained that the PLSB is hosting feedback sessions across the province and encouraged trustees to attend and/or send him their ideas/suggestions.

*J. Lefebvre left and returned to the meeting.*

## 7. 2019-2021 Plan of Service Workplan Status

K. Palichuk and W. Sears Ilnicki highlighted the following:

- Auditors are encouraging organizations to increase their cybersecurity protection and provide training to employees (not educating staff could nullify an insurance claim).
- There were more than 250 delegates, presenters and vendors at the [YRL conference](#).
  - Save the date: September 18, 2020.
- A new six-month term librarian started at YRL to address member library development.
- Books encompassing professional development for libraries have been purchased for YRL's HQ collection and holds have already been placed on many of the titles.

*LUNCH 11:55 to 12:05*

*D. Butler, D. Truckey, J. McGrath and S. Cherniawsky left the meeting.*

## 8. Infrastructure Grant

W. Sears Ilnicki noted that the parking lot was resurfaced and new curbs installed, and the three-bay garage is expected to be complete by the end of October.

## 9. Indigenous Grant

H. Smit announced that 50 per cent of the grant was received for Alexis Nakota Sioux Nation and Paul First Nation; the funding for Ermineskin Cree Nation (part of Maskwacis) was re-assigned this



year to PRL. K. Palichuk added that YRL will continue to support the collaborative partnership initiatives being done by the Alberta Beach, Onoway, Parkland County, Rich Valley, Spruce Grove and Stony Plain libraries.

K. Palichuk noted that the PLSB added an *Indigenous Services* section to the [Best Practices for Public Libraries in Alberta](#) and distributed a two-page handout about promoting Indigenous representation of board members, staff and volunteers in libraries.

**10. FortiGates and FortiSwitches for YRL Member Public Libraries**

S. Thero explained that the time-intensive process of replacing the equipment at member libraries has begun and will greatly improve security.

**11. Pembina Hills School Division Reading Project 2018-2019 Summary Report**

K. Palichuk provided an overview of the project noting that it helped school staff immensely.

**12. Spruce Grove Public Library Delivery Pilot Project Final Report**

W. Sears Ilnicki stated that having Spruce Grove Public Library send items to YRL for member libraries instead of using government courier was a resounding success. She added that over time, due to capacity issues, this service will be extended to all member libraries which will greatly reduce the amount of material being shipped through government courier.

**13. Executive Committee Minutes**

H. Smit noted that the minutes of the August 26 meeting were in the package.

**14. YRL Public Libraries' Council (PLC) Update**

R. McClure noted that the PLC organizational meeting is on October 18. K. Palichuk added that Library Development Services will be gathering feedback for additional professional development opportunities to be held in conjunction with the semi-annual PLC meetings.

<p>MOVED by R. Kleinfeldt that the organizational review recommendations, draft 2020 budget, advocacy, Public Library Services Branch red tape reduction feedback opportunities, 2019-2021 Plan of Service workplan status, infrastructure grant, Indigenous grant, FortiGates and FortiSwitches, Pembina Hills Public Schools Reading Project 2018-2019 summary report, Spruce Grove Public Library Delivery Pilot Project final report, August 26, 2019 YRL Board Executive Committee meeting minutes, and YRL Public Libraries' Council report be accepted as presented for information.</p>	<p>CARRIED 3929</p>
<p>SECONDED by D. Mayr.</p>	

**15. Correspondence**

H. Smit reviewed the six letters in the package.

<p>MOVED by A. Morrison that the correspondence be accepted for information.</p>	<p>CARRIED 3930</p>
<p>SECONDED by I. Foster.</p>	

**ADJOURNMENT**

MOVED by W. Rothe that the meeting adjourn at 12:27 p.m.

CARRIED

3931

**NEXT MEETING**

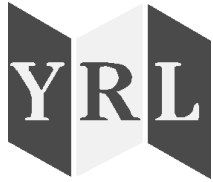
The YRL Board organizational meeting is on Monday, November 25, 2019 from 10:00 a.m. to 1:00 p.m.

\_\_\_\_\_  
Hendrik Smit, Chair

\_\_\_\_\_  
Karla Palichuk, Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



**Yellowhead Regional Library**

**Board of Trustees Meeting**

Harvey Treleaven Boardroom

433 King Street, Spruce Grove

**November 25, 2019**

**Present**

Chair Hank Smit, Town of Hinton  
Vice Chair Stacey May, Town of Devon  
Adrienne Braithwaite, City of Leduc  
Ann Morrison, Summer Village of Sunset Point  
Bill Elliot, City of Wetaskiwin  
Ivor Foster, Town of Thorsby  
Jason Shewchuk, Village of Spring Lake  
Jeff Goebel, Town of Swan Hills  
Jenna McGrath, Municipality of Jasper  
Judy Bennett, Town of Stony Plain  
Judy Valiquette, Village of Alberta Beach  
Krista Gardner, Town of Calmar  
Krystal Baier, Town of Edson  
Leslie Penny, Town of Barrhead (*Alternate*)  
Lynn Pritchard, Village of Breton  
Marlene Walsh, Summer Village of Val Quentin  
Pat St. Hilaire, Town of Onoway  
Paul Chauvet, Town of Whitecourt  
Ron Kleinfeldt, County of Barrhead No. 11  
Sandi Benford, Summer Village of South View  
Sandy Morton, Town of Mayerthorpe  
Tracey Melnyk, Parkland County  
Victor Julyan, Westlock County  
Wayne Rothe, City of Spruce Grove

**Guests**

Kerry Anderson, Public Library Services Branch  
Miranda Maguire, Public Library Services Branch  
Tanya Pollard, Alberta Library Trustees' Association

**YRL Staff**

Karla Palichuk, Director  
Wendy Sears Ilnicki, Deputy Director  
Jocie Wilson, Mgr, Collections and Resource Sharing  
Stephanie Thero, Manager, Technology Services  
Laurie Haak, Executive Assistant and Recorder

**Absent**

Brenda Shewaga, Summer Village of Yellowstone  
Dale Woitt, County of Wetaskiwin No. 10  
Dave Gursky, Wetaskiwin School Division  
David Truckey, Town of Westlock  
Donna Wiltse, Brazeau County  
Doug Peel, Town of Millet  
Dwayne Mayr, Village of Warburg  
Jocelyn Wiggins, Village of Wabamun  
John Mclvor, Summer Village of Kapasiwin  
Judy Lefebvre, Pembina Hills School Division  
Len Spink, City of Beaumont  
Liz Turnbull, Summer Village of Silver Sands  
Lloyd Giebelhaus, Lac Ste. Anne County  
Margaret Gagnon, Summer Village of Crystal Springs  
Marge Hanssen, Summer Village of Nakamun Park  
Nancy Dodds, Town of Drayton Valley  
Nat Dvernichuk, Village of Clyde  
Penny Lowe, Yellowhead County  
Rick MacPhee, Summer Village of Seba Beach  
Sherry Jeffreys, Northern Gateway School Division  
Robert McClure, YRL Public Libraries' Council  
Tessa Hutchings, Leduc County

**Representative not Appointed**

Summer Village of Birch Cove  
Summer Village of Castle Island  
Summer Village of Lakeview  
Summer Village of Ma-Me-O Beach  
Summer Village of Norris Beach  
Summer Village of Poplar Bay  
Summer Village of Ross Haven  
Summer Village of Silver Beach  
Summer Village of Sunrise Beach  
Summer Village of West Cove  
Woodlands County

**CALL TO ORDER**

K. Palichuk called the meeting to order at 10:02 a.m. and introductions were done.

**1. YRL Board and Executive Committee Structure**

K. Palichuk reviewed the Board and Executive Committee structure along with the voting process.

**2. Election of YRL Board Chair**

K. Palichuk opened the floor to nominations for Board Chair.

- J. Bennett nominated H. Smit; he accepted.

K. Palichuk called for nominations three times.

MOVED by T. Melnyk that nominations cease.	CARRIED	3932
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**Board Chair: Hendrik Smit**, acclaimed.

**3. Approval of Agenda**

MOVED by S. Benford that the agenda be approved as presented.		
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SECONDED by J. McGrath.	CARRIED	3933
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**DECISION ITEMS****4. Election of Board Vice Chair**

H. Smit opened the floor to nominations for Board Vice Chair.

- W. Rothe nominated S. May; she accepted.
- J. Goebel nominated S. Morton; she accepted.

H. Smit called for nominations three times.

MOVED by R. Kleinfeldt that nominations cease.	CARRIED	3934
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**Board Vice Chair: Stacey May**, elected.

**5. Election of Executive Committee**

H. Smit noted that seven of the 10 YRL Board Executive Committee seats are occupied by the Chair, Vice Chair and the five municipalities above the legislated 15,000 population threshold: Cities of Beaumont, Leduc and Spruce Grove, Parkland County, and Town of Stony Plain.

H. Smit opened the floor to nominations for the Executive Committee from the municipal district representatives.

- T. Melnyk nominated V. Julyan; he accepted.

H. Smit called for nominations three times.

MOVED by R. Kleinfeldt that nominations cease.	CARRIED	3935
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**Executive Committee-municipal districts: Victor Julyan**, acclaimed.

H. Smit opened the floor to nominations for the Executive Committee from the municipal district, summer village and village representatives.

- I. Forster nominated D. Mayr; accepted by proxy prior to the meeting.
- S. Benford nominated A. Morrison; she accepted.

H. Smit called for nominations three times.

MOVED by P. Chauvet that nominations cease.	CARRIED	3936
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**Executive Committee-municipal districts, summer villages, villages: Ann Morrison, elected.**

H. Smit stated that the Executive Committee member and alternate school division positions would be vacant until March 2020 as no school division trustees were present.

### 2019-2020 YRL Board Executive Committee

**Chair Hendrik Smit, Town of Hinton**

**Len Spink, Town of Beaumont**

**Vice Chair Stacey May, Town of Devon**

**Tracey Melnyk, Parkland County**

**Adrienne Braithwaite, City of Leduc**

**Victor Julyan, Westlock County**

**Ann Morrison, Summer Village of Sunset Point**

**Wayne Rothe, City of Spruce Grove**

**Judy Bennett, Town of Stony Plain**

**School Division Representative TBD Mar 2020**

*S. Benford requested thoughts and prayers for Derril Butler, former Board Chair, for his surgery today.*

#### 6. Election of Executive Committee Alternates

MOVED by R. Kleinfeldt that the Executive Committee Municipal Districts Alternate election be deferred until March 2020.		
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SECONDED by S. May.	CARRIED	3937
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H. Smit opened the floor to nominations for the Executive Committee Alternate from the Municipal District, Village and Summer Village representatives.

- S. Benford nominated D. Mayr; accepted by proxy prior to the meeting.
- J. Valiquette nominated L. Pritchard; she accepted.

H. Smit called for nominations three times.

MOVED by S. May that nominations cease.	CARRIED	3938
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**Executive Committee Alternate-Municipal Districts, Villages Summer Villages: Lynn Pritchard, elected.**

H. Smit opened the floor to nominations for the Executive Committee Alternate from the Towns, City of Wetaskiwin and Municipality of Jasper representatives.

- J. Goebel nominated S. Morton; she accepted.

H. Smit called for nominations three times.

MOVED by J. Shewchuk that nominations cease.	CARRIED	3939
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**Executive Committee Alternate- Towns, Wetaskiwin and Jasper: Sandy Morton, acclaimed.**

### 2019-2020 YRL Board Executive Committee Alternates

**Carla Frybort, City of Leduc**

**Michelle Gruhlke, City of Spruce Grove**

**Eric Meyer, Town of Stony Plain**

**Sandy Morton, Town of Mayerthorpe**

**Honey Pell, Town of Beaumont**

**Municipal Districts and School Division**

**Jackie McCuaig, Parkland County**

**Representatives two TBD Mar 2020**

**Lynn Pritchard, Village of Breton**

**7. Motion to Destroy Ballots**

MOVED by B. Elliot that all ballots be destroyed. SECONDED by J. McGrath.	CARRIED	3940
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**8. 2020 Meeting Dates**

MOVED by A. Morrison that the YRL Board meet on March 16, June 22, October 5 and December 7, 2020. SECONDED by L. Pritchard. PROXY VOTES – Three votes received in favour of the motion.	CARRIED	3941
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**9. 2020 Budget**

K. Palichuk reviewed the budget and two-year projections noting the member levy increase of two and one and a half per cent for 2020 and 2021 respectively. H. Smit thanked K. Palichuk, W. Sears and D. Gould for the newly-revised budget format.

MOVED by L. Pritchard that the Yellowhead Regional Library 2020 budget be approved as presented. SECONDED by A. Morrison. PROXY VOTES – Three votes received in favour of the motion.	CARRIED	3942
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*BREAK: 10:44 to 10:57 a.m.*

**INFORMATION ITEMS****10. Alberta Municipal Affairs Public Library Services Branch (PLSB) Update**

M. Maguire reported the following:

- The 2019 provincial budget included stable library operating grants (second half released soon) and resources (inter-library loan [ILL], eResources, etc.); contact is [Jen Anderson](#).
- A new ILL software will be launched on January 23; contact is [illalberta@gov.ab.ca](mailto:illalberta@gov.ab.ca).
- Government courier is under review for efficiencies that will not impact equitable access.
- The red tape reduction feedback sessions will conclude this Saturday in Stony Plain and the online survey will be open until December 13.
- Municipal and regional library trustees are encouraged to attend a [Board Basics Workshop](#) and/or the [Board Development Program](#), and to review the [information bulletins](#) online.

**11. Infrastructure Grant**

W. Sears Ilnicki noted that the three-bay garage for two staff vehicles and a van is complete except for heating.

**12. Indigenous Grant**

K. Palichuk explained that, like the operating grant, 50 per cent of the Indigenous grant for Alexis Nakota Sioux and Paul First Nations was received and the remainder will be distributed soon. She added that YRL continues to support the collaborative partnership initiatives being done by the Alberta Beach, Onoway, Parkland County, Rich Valley, Spruce Grove and Stony Plain libraries.

**13. Library Trustee Training**

H. Smit stated that he met with the Board Chair of Calgary Public Library and they identified holes in the current trustee training offerings. He added that the Alberta Library Trustees' Association (ALTA) will host and promote webinars on their website. Send your training ideas to [H. Smit](#).

**14. Trustee Orientation**

K. Palichuk noted that the Trustee Orientation for YRL trustees and alternates will be held on January 27 and strongly encouraged participation.

**15. Alberta Library Conference**

T. Pollard stated that the program and keynote speakers have been finalized. L. Haak explained that YRL budgets for 12 trustees to attend and that as per policy, the Executive Committee members have first refusal rights with remaining spots allocated by lottery. K. Palichuk added that YRL staff and trustees will be presenting/co-presenting sessions at the 2020 conference.

**16. 2019-2021 Plan of Service Workplan Status**

K. Palichuk announced that significant work is being done on cybersecurity, as well as onboarding documentation for member library staff, including a new library staff training plan.

**17. Alberta Library Trustees' Association (ALTA) Update**

T. Pollard stated that work is being done to ensure trustee training is accessible throughout the province. She added that one of ALTA's priorities is advocacy and they will continue to work with the regional library systems.

MOVED by P. Chauvet that <i>The Alberta Library update</i> be added as item 18.	
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SECONDED by J. Goebel.	
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CARRIED

3943

**18. The Alberta Library (TAL) Update**

K. Palichuk explained that the Canada Revenue Agency levied a non-compliant GST fine of \$1.8 million against TAL but, upon review, the fine has been reduced to \$170,000.

**19. Correspondence**

H. Smit noted that there two letters in the package: In response to YRL's gratitude letter for the interim operational grant funding, the Minister of Municipal Affairs offered his assurance that the remaining funds would be forthcoming, and a recognition letter sent to five retiring YRL trustees.

MOVED by W. Rothe that the Public Library Services Branch update, infrastructure grant, Indigenous grant, library trustee training, trustee orientation, Alberta Library Conference, 2019-2021 Plan of Service workplan status, Alberta Library Trustees' Association and The Alberta Library updates, and the correspondence be accepted as presented for information.	
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SECONDED by I. Foster.	
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CARRIED

3944

**ADJOURNMENT**

MOVED by J. Shewchuk that the meeting adjourn at 11:50 a.m.

CARRIED

3945

**NEXT MEETING**

The next YRL Board meeting is on Monday, March 16, 2020 from 10:00 a.m. to 1:00 p.m.

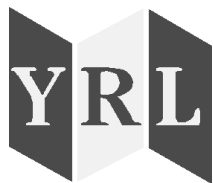
\_\_\_\_\_  
Hendrik Smit, Chair

\_\_\_\_\_  
Karla Palichuk, Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date





**Yellowhead Regional Library  
Board of Trustees Meeting  
Via Crowdsignal Online Survey  
March 16, 2020**

**Present**

Chair Hank Smit, Town of Hinton  
 Vice Chair Stacey May, Town of Devon  
 Ann Morrison, Summer Village of Sunset Point  
 Bill Elliot, City of Wetaskiwin  
 Carla Frybort, City of Leduc  
 Dave Kusch, Woodlands County  
 David Truckey, Town of Westlock  
 Donna Wiltse, Brazeau County  
 Dwayne Mayr, Village of Warburg  
 Ivor Foster, Town of Thorsby  
 Jason Shewchuk, Village of Spring Lake  
 Jenna McGrath, Municipality of Jasper  
 John McIvor, Summer Village of Kapasiwin  
 Judy Bennett, Town of Stony Plain  
 Judy Valiquette, Village of Alberta Beach  
 Krista Gardner, Town of Calmar  
 Krystal Baier, Town of Edson  
 Margaret Gagnon, Summer Village of Crystal Springs  
 Marlene Walsh, Summer Village of Val Quentin  
 Pat St. Hilaire, Town of Onoway  
 Paul Chauvet, Town of Whitecourt  
 Randy Ermineskin, Wetaskiwin School Division Alt.  
 Rick MacPhee, Summer Village of Seba Beach  
 Rod Klumph, Town of Barrhead  
 Sandy Morton, Town of Mayerthorpe  
 Sherry Jeffreys, Northern Gateway School Division  
 Tracey Melnyk, Parkland County  
 Victor Julyan, Westlock County  
 Wayne Rothe, City of Spruce Grove

**Absent**

Brenda Shewaga, Summer Village of Yellowstone  
 Dale Woitt, County of Wetaskiwin No. 10  
 Doug Peel, Town of Millet  
 Jeff Goebel, Town of Swan Hills  
 Jocelyn Wiggins, Village of Wabamun  
 Judy Lefebvre, Pembina Hills School Division  
 Len Spink, City of Beaumont  
 Liz Turnbull, Summer Village of Silver Sands  
 Lloyd Giebelhaus, Lac Ste. Anne County  
 Lynn Pritchard, Village of Breton  
 Marge Hanssen, Summer Village of Nakamun Park  
 Nancy Dodds, Town of Drayton Valley  
 Nat Dvernichuk, Village of Clyde  
 Penny Lowe, Yellowhead County  
 Ron Kleinfeldt, County of Barrhead No. 11  
 Sandi Benford, Summer Village of South View  
 Tessa Hutchings, Leduc County

**Representative not Appointed**

Summer Village of Birch Cove  
 Summer Village of Castle Island  
 Summer Village of Grandview  
 Summer Village of Lakeview  
 Summer Village of Ma-Me-O Beach  
 Summer Village of Norris Beach  
 Summer Village of Poplar Bay  
 Summer Village of Ross Haven  
 Summer Village of Silver Beach  
 Summer Village of Sunrise Beach  
 Summer Village of West Cove

**DECISION ITEMS****1. 2019 Audit**

Moved that the Yellowhead Regional Library 2019 audited financial statements be approved as presented.	CARRIED	3946
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**2. Inter-fund Transfers**

Moved that the General Fund surplus of \$44,958 be transferred to the Special Projects Fund.	CARRIED	3947
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**3. 2019 Annual Library System Report for the Province**

Moved that the Yellowhead Regional Library 2019 Annual Library Systems Report be approved for submission to Alberta Municipal Affairs Public Library Services Branch.	CARRIED	3948
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**4. 2019 Indigenous Grant Report for the Province**

Moved that the Yellowhead Regional Library 2019 Indigenous Grant Report be approved for submission to Alberta Municipal Affairs Public Library Services Branch.	CARRIED	3949
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**NEXT MEETING**

The next YRL Board meeting is on Monday, June 22, 2020 from 10:00 a.m. to 1:00 p.m.

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Hendrik Smit, Chair

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Karla Palichuk, Director

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Date

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Date

## TOWN of DRAYTON VALLEY LIBRARY BOARD MEETING MINUTES

**The minutes of the Drayton Valley Municipal Library Board regular meeting held  
May 21, 2020 at 10:15 am, Board Room 2**

**PRESENT**      **Trustees:** Rosemarie Mayan (Vice Chair), Pat Adamson (Treasurer), Colleen Andersen, Donna Gawalko, Sandra Blades, Nancy Dodds (Town Councillor)

**Library Admin:** Doug Whistance-Smith (Director), Dana Crawford (Recording Secretary)

**ABSENT**      Lyndara Cowper-Smith (Chair), Donna Wiltse (County Councillor)

### CALL TO ORDER

Rosemarie Mayan called the meeting to order at **10:17 am**.

Quorum Declared

### ADOPTION OF AGENDA

Additions:            None

Deletions:             None

**MOTION 2020-033**      *Donna Gawalko* moved to approve the agenda.

**CARRIED**

### ADOPTION OF MINUTES

Additions:            None

Deletions:             None

**MOTION 2020-034**      *Pat Adamson* moved to adopt the minutes with changes from the **April 23<sup>rd</sup>, 2020** meeting.

**CARRIED**

### BUSSINESS

#### Staff Vacations

Staff members who had been issued temporary layoffs will not be able to take paid vacation for rest of 2020. They may take non-paid time off. Staff members that continue to work will still be required to take their vacation time.

#### COVID-19 Closure and Plan for Reopening

The earliest possible date for re-opening would be June 19<sup>th</sup> as stated in Alberta's relaunch strategy for Phase 2.

The full relaunch plan was reviewed by the board. The plan follows the direction of Alberta Health Minister and recommendations from YRL.

Bathrooms will be locked as we cannot provide the staff or resources to clean them after each use. This recommendation will be submitted to Town facility management for approval.

Patrons will be limited to one-hour purposeful use the library; lounging will not be allowed. A maximum patron capacity will be set at no more than 10 patrons and 5 staff to limit the number of people to 15 in the library at any one a time.

Rotary Children's Library will remain closed until all restrictions are lifted.

**MOTION 2020-035**      *Pat Adamson* moved to adopt the Drayton Valley Libraries Relaunch Plan.

*Donna Gawalko* seconded the motion.

**CARRIED**

#### Work Done to prepare space

New release shelves are near the front entrance, magazines are now in lounge space. Other furniture and shelving have been rearranged to provide more space to move. Sneeze guards have been installed at the service desk and will be used to separate public computer stations. Barriers and markings on the floor will be used to indicate flow and safe distancing.

### Invoicing STAR for Rotary

The library typically receives an invoice from STAR Catholic for Rotary janitorial and utilities in June. The library typically issues an invoice to STAR for service provision in June. The Director suggests that the library invoice for service should be adjusted according to how STAR modifies their invoice to correct for school and library closures. Rotary Library was open on 43 school days between January 1<sup>st</sup> and March 15<sup>th</sup> out of a planned 108 school days in the semester ending on June 30<sup>th</sup>. The STAR's invoice will determine the Library's modified invoice.

### FCSS Grant for SRC

An FCSS grant of \$4700 was received on January 1<sup>st</sup> to support SRC staffing. In-person events have since been canceled negating the need to supplement wage for SRC staff, entertainment, and program supplies.

Nancy Dodds will speak to the FCSS board about a possible refund or extension of use.

### Policies

Minor changes were made to section 1 policies due to renumbering of appendices following the Town's Bylaw update. The policy relating to Municipal Agreements was also updated to include to remove mention of an Intermunicipal Library Board Agreement and replace this with reference to the MOU between the Town and the Board and the MOA between the county and the Board.

All framework policies approved today will be reviewed in 2023.

**MOTION 2020-36**      **Sandra Blades** moved to approve the updated framework policies and edits including the Index including policies 1.1, 1.2, 1.3, 1.3.1, 1.3.2, 1.4, 1.5, 1.6, 1.7, 1.8, and 1.8.1.

**CARRIED**

New policies were drafted for section 2 of the policy manual. All policies were reviewed with minor edits recommended: Policy 2.1.2.2 to read Vice chair, not Treasurer; Policy 2.1.1.6 Director Evaluation should read 2.1.1.6, not 2.1.1.5.

All Board policies approved today will be reviewed in 2022.

**MOTION 2020-37**      **Donna Gawalko** moved to approve the board policies including the Index, 2.1, 2.1.1, 2.1.1.1, 2.1.1.2, 2.1.1.3, 2.1.1.4, 2.1.1.5, 2.1.1.6, 2.1.2, 2.1.2.1, 2.1.2.2, 2.1.2.3, 2.1.2.4, 2.2, 2.2.1, 2.2.1.1, 2.2.1.2, 2.2.1.3, 2.2.1.4, 2.2.2, 2.2.2.1, 2.2.2.2, and 2.2.3.

**Colleen Andersen** Seconded.

**CARRIED**

**MOTION 2020-38**      **Nancy Dodds** moved to approve board procedures 2.1.1.2 and 2.1.1.3 as well as Form 2.2.1.2 Vote in Absentia.

**Colleen Andersen** Seconded.

**CARRIED**

**MOTION 2020-39**      **Pat Adamson** moved to rescind old superseded Board related policies: 4.1.2 Trustee; 4.1.2.2 Board Operations; 4.1.2.3 Orientation of Board Members; 4.1.2.4 Honoraria & Remuneration; 4.1.2.5 Con Ed Trustees; 4.1.2.6 Director Liaison; 4.1.2.7.1 Trustee Responsibilities; and 4.1.2.7.2 Election of Officers.

**Sandra Blades** Seconded.

**CARRIED**

## FINANCIAL

### April Financial Reports

There has been no operational revenue. We have received the second of four installments of appropriation funding from Brazeau County and will be invoicing in June for the second half of appropriation funding from Town. The provincial government provided half of the operating grant in May and will provide the other half in fall.

### Current Account Balance

Chequing (\$40,139), Savings (\$88,906), Ops Reserve (\$50,000), Cap Reserve (\$0)

## REPORTS

- a) Operation Manager's Report  
We will be ramping up curbside and delivery services starting on Monday, May 25. This service has been provided on a restricted volume for holds pick-up and delivery from March to May due to reduced staff and limited YRL van or courier deliveries. Most patron comments have been about providing reading or viewing materials.
- b) Directors Report  
Statistics: April 2020 Checkouts may include renewals of items but are mostly lingering holds that were placed before the libraries closed and were delivered or picked up in limited curbside. Approximately 1 new patron a day has been signing up for a library.  
Ancestry.ca is extending home use until the end of June.  
Please send out the newsletter to your contacts.  
YRL updates from Karla Palichuck are sent out every day. The Director will only forward YRL updates relating to governance or other relevant Board information to trustees.  
The Director will send out an updated board contact list that includes Sandra Blades.
- c) YRL Report – None.
- d) Committee reports
  - a. Strategic Planning – No progress to report
  - b. New Facility – No progress to report.

## CORRESPONDENCES

### Outgoing Items:

- None

### Incoming Information Items:

- None

### Action/ Decision Items:

- None

## Signing Documents and Cheques

None.

Board Chair **Lyndara Cowper-Smith** to sign approved policies once edits have been made and "Draft" watermark removed.

## UPCOMING MEETINGS

Next Board meeting: **June 18th, 2020 @ 1:15 pm – Board Room 2**

## ADJOURNMENT

**MOTION 2020-040**     **Donna Gawalko** moved to adjourn the meeting at **11:06 am**.

**CARRIED**

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Board Chair

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Recording Secretary

Adopted on the \_\_\_\_ day of \_\_\_\_\_, 2020

# Drayton Valley Libraries Monthly Stats – May 2020 [Page 54 of 64](#)

Patrons	Main (ADV)	Rotary (ADVR)	Combined
New Patrons Added	7	4	<b>11</b>
Patrons Renewals	7	1	<b>8</b>
Patron Records Deleted	0	0	<b>0</b>
<b>TOTAL Patrons</b>	<b>2409</b>	<b>332</b>	<b>2741</b>
<b>Where They Live:</b> DV Town: <b>1594</b> + Brazeau: <b>1011</b> /1261 (221 registered @ Breton) + Other: <b>136</b>			
DV Town Pop <sup>n</sup> = <b>7235</b>		Brazeau County Pop <sup>n</sup> = <b>7771</b> ( <b>6295</b> adjusted*)	TOTAL Pop <sup>n</sup> = <b>13530*</b>
DV Library Users/ Pop <sup>n</sup> = <b>22.0% Town</b>		DV Library Users/ Pop <sup>n</sup> = <b>16.0%* BC</b>	TOTAL/ Pop <sup>n</sup> <b>20.1%</b>

Collections	22829 items	6192 items	29021 items
Items Added	190	4	<b>194</b>
Items Deleted	851	188	<b>1039</b>
Items Withdrawn	283 (Adult F)	152 (weed post-inventory)	<b>435 (collection clean-up)</b>

Circulations			
Check-Outs	1062	47	<b>1109</b> (Limited curbside)
# Patrons	171	8	<b>179</b>
Check-Ins	965	25	<b>990</b>
Overdue CKIs	7	0	<b>7</b>

ILL & Holds			
Staff Generated Holds	71	2	<b>73</b>
Holds Satisfied	50	1	<b>51</b>
Holds Cancelled	30	2	<b>32</b>
ILL - Items Borrowed	768	33	<b>801</b>
ILL - Items Lent	61	25	<b>86</b>

## Public Access Catalogue (TRACpac) = Patron self-directed activity

Log-ins	399	6	<b>405</b>
Item Renewals	5	0	<b>5</b>
Patron Generated Holds	1	0	<b>1</b>
Patron Cancelled Holds	5	0	<b>5</b>

<b>Public Access - Potential Hrs</b>	225 hrs	112.5 hrs	337.5 hrs
<b>Closures:</b> Pandemic	(-225 hrs)	(-112.5 hrs)	(-337.5 hrs)
<b>Actual Open Hours</b>	<b>0 hrs</b>	<b>0 hrs</b>	<b>0 hrs</b>

## Wi-Fi & Public Computer Usage:

Public Computer Use:	0 sessions/0 Hrs 0 sessions/ 0 min	0 sessions/ 0 Hrs 0 sessions/ 0 min	0 Sessions / 0 Hrs 0 Sessions / 0 Min
Wi-Fi Sessions (patrons/staff)	560 (users) + 112 (staff)	255 (users) + 26 (staff)	<b>953</b> total sessions
Wi-Fi Max. Same-time Users	9	3	<b>12</b> same-time users
Unique Devices	97	51	<b>148</b> unique devices
Total Data	158.87 GB	30.77 GB	<b>189.64 GB</b>

## eResources

Hoopla Circs	190	0	<b>190</b>
OverDrive Circs	715	35	<b>750</b> eBook Check-outs
RBDigital Circs	166	0	<b>166</b>
<b>YRL Region DB Circs:</b>	Cloud <b>6659</b> circs	Press Reader <b>8061</b> circs	AB eBooks <b>2</b> circs
<b>Website (DVLibraries)</b>	Users: <b>610</b>	Sessions: <b>906</b>	Page Views: <b>1962</b>

	Posts	Followers	Reached	Impressions	Engagements
Facebook	109	825	3072	25686	872
Instagram	78	119	601	N/A	75
Twitter	93	670	N/A	11241	203
YouTube	41	23	376	5125	25.9 Hrs

**Virtual Children Programs**

Poems	Verna	4	
Gross Week	Verna	5	
Little Laps	Verna	25	
Toy Stories	Verna	5	
Stories on Request	Verna	96	Youtube Views 376
Continuing Toy Stories	Verna	16	
All Ages Story/ Craft	Verna	25	
		<b>176</b>	

**Virtual Youth Programs**

Check Cupboard Science	Verna	42
Homework Help	Verna	1
Youthink Book Club	Darlene	3
YouthArt	Verna/ Pam	74
		<b>120</b>

**Virtual Adult & Sr. Programs**

Distantly Social - Art Innovations	Pam	34
Distantly Social – Book Talkin’	Verna	2
		<b>36</b>

**Family & Multigenerational Programs**

How-To	Verna	10
Game-on	Verna	19
		<b>29</b>

**Outreach Social Distanced Services**

Patrons Served	34
Book Requests filled	69
AV Requests filled	7
Reader’s Advisory	30

**Library Awareness & Networking**

Monthly Newsletter	(100 circulated via holds delivery/ pick-up and at certain locations)
Newspaper Ad	e-Programs focus
Newspaper Articles	1x library mention

**Other Initiatives**

SUBDIVISION & DEVELOPMENT APPEAL BOARD  
Thursday, May 28, 2020, 1:30 p.m.  
Town of Drayton Valley Council Chambers/Teleconference

RECORD OF PROCEEDINGS

**Present:**

Heather Anderson, Board Member  
Graham Long, Board Member  
Charlie Miner, Board Member  
Sabine Landmark, Clerk  
Alifeyah Gulamhusein, Brownlee LLP, Counsel for the Board (Call In)

Matt Ellis, Development Authority, Town of Drayton Valley

Brenda Christie, Appellant's Agent  
Martino Verhaeghe, Appellant's Agent  
Blane Janzen, Appellant  
Charmain Hammond, Appellant

Nathan Palovcik, IT Manager, Town of Drayton Valley  
Pastor John Haazen, Alliance Church (Call In)  
Lola Strand, FCSS Program Coordinator, Town of Drayton Valley (Call In)  
Brian McIntosh, Landmark Cinemas (Call In)  
Laurie Lainchbury, Edward Jones (Call In)  
Lowani Mubanga, Planning & Development Officer, Town of Drayton Valley (Call In)  
Dale Peters (Call In)  
Robert Ellis (Call In)

**1.0 Call to Order**

SDAB Clerk, Mrs. Landmark, called the meeting to order at 1:30 p.m.

**2.0 Elections of Chair and Vice Chair**

Mrs. Landmark called for nominations for Chair of the Subdivision and Development Appeal Board for the period ending July 21, 2021.

Mr. Long nominated Mr. Miner for the position of Chair of the SDAB for the period ending July 21, 2021. There were no other nominations.

Ms. Anderson moved that nominations for Chair of the SDAB for the period ending July 21, 2021, cease.

**CARRIED**

Mr. Long moved that Mr. Miner is elected Chair of the SDAB for the period ending July 21, 2021.

**CARRIED**

Mr. Miner assumed the Chair and called for nominations for Vice Chair of the SDAB for the period ending July 21, 2021.

Mr. Long nominated Ms. Anderson for the position of Vice Chair of the SDAB for the period ending July 21, 2021. There were no other nominations.



Chair Miner moved that nominations for Vice Chair of the SDAB for the period ending July 21, 2021, cease.

**CARRIED**

Mr. Long moved that Ms. Anderson is elected Vice Chair of the SDAB for the period ending July 21, 2021.

**CARRIED**

### **3.0 Additions or Deletions to Agenda**

There were no additions or deletions to the Agenda.

### **4.0 Adoption of Agenda**

Mr. Long moved by that the May 28, 2020, Agenda be adopted, as presented.

Ms. Anderson seconded.

**CARRIED**

Chair Miner advised that the Subdivision and Development Appeal Board is a quasi-judicial tribunal that hears appeals on development permits, subdivision decisions and enforcement orders issued by the Town of Drayton Valley. The Board is independent from Town of Drayton Valley. The Board makes impartial and unbiased decisions after conducting a hearing fairly and in accordance with legislation, administrative law, and the principles of natural justice.

The Board will not be making any decisions today but only hear the evidence. Deliberations will take place with the Clerk in attendance. The Board has 15 days to make a written decision, which makes June 12, 2020, the last day for a decision.

### **5.0 Appeal**

#### 5.1 Appeal #2020-01

An Appeal against the decision of the Development Authority of Town of Drayton Valley to allow the Community Mat and Shelter Program as a permitted accessory use

Appellant: IVCBC Holdings Ltd.

Legal Description: Lot 14, Block 50, Plan 1422152

Municipal Description: 5012 – 56 Avenue

The SDAB Clerk read the appeal matter into the record.

#### Outline of Hearing Process

Chair Miner asked if anyone affected by the appeal had any objection to the Board Members present. There were no objections.

Chair Miner asked if anyone in attendance had preliminary matters to raise. No one came forward.

Chair Miner outlined the hearing process. No one raised any concerns.

SDAB Clerk noted that legal counsel for the SDAB is present online. The SDAB Clerk read out the submissions that were received in advance of the hearing and noted additional materials that were received at the beginning of this hearing, i.e. Exhibit 7 (letter from the appellant) and Exhibit 8 (report from the development authority).

#### Presentations

Development Authority

Chair Miner called on the Development Authority to come forward and make their presentation. Mr. Ellis, Senior Planner for the Town of Drayton Valley, presented his report to the Board. Mr. Ellis noted that Town Council passed a motion to move the mat/shelter

program to a different location immediately. Mr. Ellis answered questions from the Appellant and the Board.

Chair Miner asked if anyone in the audience or any member of the Board had questions of the speaker for clarification.

Ms. Anderson asked for clarification if the mat program is part of FCSS. Mr. Ellis confirmed that the mat program is administered by the FCSS and is typically located in churches. FCSS falls under social organizations.

Mr. Long moved to meet in camera at 2.15 p.m.

**CARRIED**

*Chair Miner recessed the meeting at 2:15 p.m., and reconvened the meeting in public with all board members present at 2:35 p.m.*

Chair Miner noted that after consultation with the board's legal counsel and in view of Town Council's decision from yesterday, the Board is proposing to adjourn this meeting. The adjournment will provide time to see if the mat program actually does move out of the Alliance Church building.

## **6.0 Deliberations (Private)**

### **7.0 Adjournment**

Chair Miner announced that the Hearing will be adjourned until June 12, 2020, at 1:30 p.m. in the Civic Centre Council Chambers.

Chair Miner adjourned the Hearing at 2:58 p.m.

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CHAIR PERSON



**Economic Development Committee Meeting**  
Tuesday, May 12, 2020, 9:00 a.m.-3:00 p.m.  
CETC Room #115

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**Meeting Notes**

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**Present:** Mayor Michael Doerksen, Councillor Bill Ballas, Councillor Corey Peebles, Deputy Mayor Nancy Dodds, Councillor Fayrell Wheeler, Councillor Tom McGee, Councillor Amila Gammana, Winston Rossouw, Manny Deol, Jenn Carter, Debbi Weber

**Absent:**

**1.0 Call to Order**

Mayor Doerksen called the meeting to order at 9:08 a.m.

**2.0 Additions or Deletions to Agenda**

**3.0 Adoption of Agenda**

Councillor Bill Ballas approved the Economic Development Committee Meeting Agenda for May 12, 2020, as amended.  
Carried

**4.0 Review of Notes**

**4.1 April 7, 2020 Committee Meeting Notes**

The April 7, 2020 Committee Meeting Notes were approved as presented

**5.0 Delegation FOIP section 24(1)(a)**

**5.1 Greenhouse Proposal 9:15am**

**5.2 Local Business 11am**

**5.3 Solar Presentation 10:30am**

**5.4 Education Piece 11:30pm**

Councillor Wheeler moved that the Economic Committee move to a Closed Session at 9:10 a.m. for Section 5 of the May 12, 2020, Economic Committee Meeting Agenda, pursuant to sections 24(1)(a) of the Freedom of Information and Protection of Privacy Act. CARRIED

Councillor Gammana moved that the Economic Committee move to a Closed Session at 9:12 a.m. for Section 6.1, 6.4, 6.5, 6.6, 6.7, 6.8 & 6.9 of the May 12, 2020, Economic Committee Meeting Agenda, pursuant to sections 24(1)(a) of the Freedom of Information and Protection of Privacy Act. CARRIED

Councillor Dodds moved that Economic Committee come out of Closed Session at 2:10 p.m. CARRIED

## Economic Development Committee Meeting

May 12, 2020

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**6.0 Discussion Items****6.1 Greenhouse Developments FOIP section 16(1)(b)**

- a. Geothermal Greenhouses Pilot Proposal
- b. Greenhouse Feasibility – 12-acre Development, 40 Jobs

**6.2 Business Community Survey Report Back**

- a. The results of the survey were shared with Council and Administration. More communication from Council was requested. Councillor Dodds suggested that they make a candid video clip once a week and keep in touch with the community. A focus group will be put together to have discussion regarding our community and its future and then a follow up brought to the following Economic meeting.

**6.3 Norquest Withdrawal from Drayton – Digital Hub and New Opportunities**

- a. Discussed in closed

**6.4 Bio-mile land Development: Developer Program Update FOIP section 16(1)(c)(i) 25(1)(c)(iii)****6.5 Valley Power – New Proposal “Rainbow Energy” FOIP section 16(1)(c)****6.6 Senior Care Developments and Potential (Service Plus) FOIP section 16(1)(c)****6.7 Solar Projects FOIP section 16(1)(b)****6.8 TTS Proposal FOIP section 16(1)(b)****6.9 Brazeau County FOIP section 21(1)(a)(ii)(b)**

- a. Developer Servicing
- b. Swimming Pool
- c. Community Transit

**6.10 Downtown Development – Library**

- a. No new information at this time.

**6.11 PACE Program**

It was decided that this matter be taken to G&P and there will be a delegation invited to come give a presentation on the program.

**7.0 Other Business****8.0 Next Meeting Date**

- June 9, 2020, 9:00 a.m., Clean Energy Technology Centre

**9.0 Adjournment**

Mayor Doerksen adjourned the meeting at 2:51 p.m.

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COMMITTEE CHAIR

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CHIEF ADMINISTRATIVE OFFICER



**Regular Meeting of the  
Drayton Valley Brazeau Recreation Board**  
held on Thursday, May 28, 2020  
at 10:00am at the Brazeau County Office



**MINUTES**

**PRESENT:** Anthony Heinrich, Brazeau County Councillor (Chair)  
Donna Wiltse, Brazeau County Councillor  
Corey Peebles, Town of Drayton Valley Councillor  
Annette Driessen, General Manager of Community Services, Town of Drayton Valley  
Lee Chambers, Director of Community Services, Brazeau County  
Jennifer Fancey, General Manager of Finance and Corporate Services, Town of Drayton Valley  
Colin Swap, General Manager of Finance, Brazeau County

**VIA CONFERENCE CALL:** Bill Ballas, Town of Drayton Valley Councillor

**1.0 CALL TO ORDER**

The meeting was called to order at 10:04am.

Lee Chambers requested and received approval to record the meeting.

**2.0 ADOPTION OF AGENDA**

**2.1 Additions or Deletions**

There were no additions or deletions to the agenda.

**2.2 Approval**

**MOTION BY Corey Peebles to adopt the agenda as presented.**

**CARRIED**

**3.0 APPROVAL OF THE FEBRUARY 27, 2020 MEETING MINUTES**

**3.1 Corrections**

There were no changes made to the minutes.

**3.2 Approval**

**MOTION BY Donna Wiltse to approve the February 27<sup>th</sup> meeting minutes as presented.**

**CARRIED**

**4.0 BUSINESS ARISING**

**4.1 Recreation Cost-Sharing Agreement**

- a. Revised Cost-Sharing Agreement and 2019 Year-End Financials (*Financial Information to be distributed at meeting*)**

Annette Driessen provided background information leading to the changes in the Agreement. The Agreement will be for one year and will be based on the full 2019 financials. The Board was informed that GST will need to be recognized in the Agreement.

Jennifer Fancey presented the 2019 financial information, highlighting the following:

- the calculations of the 2020 Agreement Contribution;
- the Common Services summary and assessment formula;
- Common Services inclusions (insurance, electricity) and exclusions (repair and maintenance, supplies and professional and general services);
- Quarterly financial statements for 2019; and
- 2019 Budget to Actuals.

During the discussion on the financial information, the Board addressed the following:

- Park Place soccer pitch is not used for League games, only practices and individual use.
- The revitalization of the Omniplex was included in the 2019 operations as it is not deemed a capital improvement. Of the approximately \$90,000 revitalization expenditure, \$68,712 of Town MSI funds were applied against the expenditure.
- Revenues are shown for Omni I and Omni II separately, but the expenditures are captured in Omni I due to limitations on separating the expenditures.
- The Recreation Board will review the quarterly financial information at the respective meeting. Quarterly reviews are intended to confirm transparency and accountability.
- County Administration was requested to provide financial detail on the calculation for the Brazeau Sports Park.

The Chair recommended that the Board review the financial information and discuss it at a subsequent meeting.

**MOTION BY Donna Wiltse that the Board direct Administration to research comparable twin arena facilities in an effort to identify area of efficiencies.**

**CARRIED**

**b. Cost Sharing Agreement Options**

The Chair indicated a need to defer this discussion.

**MOTION BY Bill Ballas to table this item to the next meeting.**

**CARRIED**

At this time the Board requested information on the impact of COVID-19 on the Recreation facilities. Annette provided information on the following:

- the number and timing of staff layoffs;

- the individual tracking of lost revenues, decreased expenses, and increased expenses due to COVID-19;
- the review and updates on policies;
- the planning for re-opening procedures and safety measures;
- the projected financial standing for the facilities; and
- the closure and re-opening of outdoor recreation venues.

#### 4.2 Recreation Board Priorities

The Board members reflected on their individual priorities for the Board.

- Bill Ballas
  - To provide affordable enjoyable recreation opportunities for all ages for all residents.
  - To explore and suggest to both Councils on an efficient management model that will enhance our recreational culture.
  - To explore potential cost saving efficiencies without affecting customer service.
  - Public consultation to explore recreational opportunities and efficiencies.
- Donna Wiltse
  - Work diligently to dispel the perception that Drayton Valley and Brazeau County do not get along.
  - Bring something to the community that is huge, and we would be famous for.
- Corey Peebles
  - To ensure customer service is a major focus while looking for cost efficiencies and new opportunities.

**MOTION BY Corey Peebles to direct Administration to forward the list of priorities to the Board for review and discussion at the next meeting.**

**CARRIED**

## 5.0 NEW BUSINESS

### 5.1 Capital Projects

- a. **Review of Projects Impacting Recreation and Culture Cost-Sharing Agreement**
  - Annette Driessen indicated that changes to Schedule B will be required as new facilities are developed. Any change to the Schedule, however, will need approval of both Councils.
  - The Town is moving the construction of a Mosquito Ball Diamond from 2021 to 2020 as part of its investment Plan to get Drayton Valley back to work. The need for the Diamond has been identified by Minor Ball. The Town is covering the capital costs. Once constructed the Board will discuss its proposed inclusion on Schedule B.
  - Similarly, the new Aquatic Centre, when constructed, will be discussed by the Board for its inclusion on Schedule B.
  - Annette Driessen clarified that Schedule B will be updated to show that the West Valley Park soccer pitch is now used for Rugby.

**MOTION BY Corey Peebles that the information on the impact of capital projects on Schedule B be presented for information.**

**CARRIED**

**5.2 Facility Rental Fees for Omniplex and Park Valley Pool**

The Town received a letter from Minor Hockey requesting a reduction in the ice rental fees for the Omniplex for the 2020-21 season. The Board discussed this request in light of the Town's Approved Fee Schedule, overall impact to the budget and to other organizations, and the role of the Recreation Board in terms of the development and enhancement of sport and recreation. The Board recommended that as it addresses its priorities, it do so with an objective of making recreation more accessible and affordable for children. Councillor Peebles informed the Board that the Town will respond to Minor Hockey.

**MOTION BY Donna Wiltse to receive this discussion as information.**

**CARRIED**

**6.0 NEXT MEETING DATE**

The next meeting will take place on June 25<sup>th</sup> at 10:00am at the Town of Drayton Valley Office.

The Board will review the 1<sup>st</sup> Quarter Financial Statement at the June meeting.

The Board will review the 2<sup>nd</sup> Quarter Financial Statement at the July meeting.

**7.0 ADJOURNMENT**

**MOTION BY Bill Ballas to adjourn the meeting at 12:10pm.**

**CARRIED**