



## Agenda

Call to Order

National Anthem

1.0	Additions to the Agenda	
2.0	Adoption of Agenda	
3.0	Corrections or Amendments:	
3.1.	March 24, 2021, Regular Meeting of Council Minutes	3-6
4.0	Adoption of:	
4.1.	March 24, 2021, Regular Meeting of Council Minutes	
5.0	Proclamations	
5.1.	Earth Day – April 22, 2021	7
5.2.	National Day of Mourning – April 28, 2021	8
6.0	Community Spotlight	
6.1.	Artist Recognition – Sarah Bourgeois-Butler	9-10
7.0	Delegations / Administrative Updates	
7.1.	Rotary Club of Drayton Valley – Rob McIntosh	11
7.2.	Drayton Valley RCMP Stats – February and March 2021 – Acting S/Sgt. Erin Matthews	131-146
7.3.	2020 Audited Financial Statements – Phil Dirks, Metrix Group LLP	12
8.0	Decision Items	Pages 13-108
8.1.	2020 Audited Financial Statements	13-42
8.2.	Request to Waive Building Permit and Off-site Levy Fees Drayton Valley and Brazeau Aquatic Centre	43-67
8.3.	Drayton Valley Municipal Library Board Bylaw DVLB-2021-01 and Schedules A-E	68-82
8.4.	Community Grants, Second Quarter Allocation	83-102
8.5.	New Aquatic Centre Amenity Sponsorship Rights Agreement for Approval	103-108
9.0	Department Reports	
9.1.	Planning and Development	Matt Ellis
9.2.	Engineering	Owen Olynyk
9.3.	Community Services and FCSS	Annette Driessen
9.4.	Emergency Services	Tom Thomson
9.5.	Safety and Protective Services	Shawna Law
9.6.	Finance	Elvera Thomson
9.7.	CAO/Administration/Capital Project Update	Annette Driessen

10.0	Council Reports	
	10.1. Deputy Mayor Gammana	
	10.2. Councillor McGee	
	10.3. Councillor Wheeler	
	10.4. Councillor Ballas	
	10.5. Councillor Peebles	
	10.6. Councillor Dodds	
	10.7. Mayor Doerksen	
11.0	Information Items	Pages 109-150
	11.1. Yellowhead Regional Library Board Meeting Minutes – December 7, 2020	110-114
	11.2. Drayton Valley Municipal Library 2020 Financial Statements	115-125
	11.3. Sustainability Committee Meeting Minutes – January 27, 2021, and March 5, 2021	126-130
	11.4. Drayton Valley RCMP Stats – February and March 2021	131-146
	11.5. Drayton Valley / Brazeau County Fire Services Stats – February and March 2021	147-150
12.0	Adjournment	



## Meeting Minutes

### **THOSE PRESENT:**

Mayor Doerksen  
Councillor Ballas  
Councillor Dodds  
Deputy Mayor Gammana  
Councillor McGee  
Councillor Peebles  
Councillor Wheeler  
Annette Driessen, Acting CAO  
Elvera Thomson, General Manager of Finance  
Bree Motkoski, Executive Assistant  
Sabine Landmark, Administrative Assistant  
Lola Strand, FCSS Program Manager  
Nathan Palovcik, Manager of Information Services  
Matt Ellis, Senior Planner

Owen Olynyk, Acting General Manager of Engineering  
Jennifer Stone, Intergovernmental Relations and Communications  
Tom Thomson, Fire Chief  
Shawna Law, Manager of Safety  
Lana Holmes, Pool Manager  
Alysia Tiffen, Human Resources Professional  
Lowani Mubanga, Planning & Development Officer (Call-In)  
Graham Long, Drayton Valley and District Free Press (Call-In)  
Cathy Weetman, Drayton Valley Western Review (Call-In)  
Members of the Public

### **ABSENT:**

### **CALL TO ORDER**

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

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

There were no additions or deletions to the Agenda.

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

##### **RESOLUTION #050/21**

Deputy Mayor Gammana moved to adopt the Agenda for the March 24, 2021, Regular Meeting of Council, as presented.

**CARRIED**

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

##### **3.1. March 3, 2021, Regular Meeting of Council Minutes**

There were no corrections or amendments to the March 3, 2021, Regular Meeting of Council Minutes.

##### **3.2. March 3, 2021, Public Hearing Minutes Development Permit Application DV21-006**

There were no corrections or amendments to the March 3, 2021, Public Hearing Minutes for Development Permit Application DV21-006.

**Regular Meeting of Council  
Minutes of March 24, 2021  
Page 2 of 4**

**4.0 Adoption of:**

**4.1. March 3, 2021, Regular Meeting of Council Minutes**

**RESOLUTION #051/21**

Councillor Ballas moved to adopt the Minutes of the March 3, 2021, Regular Meeting of Council, as presented.

**CARRIED**

**4.2. March 3, 2021, Public Hearing Minutes Development Permit Application DV21-006**

**RESOLUTION #052/21**

Councillor McGee moved to adopt the Minutes of the March 3, 2021, Public Hearing for Development Permit Application DV21-006, as presented.

**CARRIED**

**5.0 Community Spotlight**

**5.1. Drayton Valley Bakery and Café – Trish and Jack Wiersma**

Mayor Doerksen and Council recognized Mr. and Mrs. Wiersma for their dedication and operation of the Drayton Valley Bakery and Café for 18 years.

**5.2. Malone Clinic – Dr. Ros Beacom and Dr. Mike Peyton**

Mayor Doerksen and Council recognized Dr. Beacom and Dr. Peyton for their medical services in the community for over 36 years.

**5.3. Artist Recognition – Wendy Anderson**

Mayor Doerksen and Council recognized the local stained glass artist Wendy Anderson.

**8.0 Department Reports**

**8.1. Planning and Development**

Mr. Ellis provided an update of the activities in the Planning and Development department.

**8.2. Engineering**

Mr. Olynyk provided an update from the Engineering, Water Treatment Plant, and Public Works departments.

**8.3. Community Services and FCSS**

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

**6.0 Delegations**

**6.1. Aquatic Centre Update – Troy Smith, Dan Overmars**

Mr. Smith and Mr. Overmars provided Council with an update on the development of the aquatic centre. They showed the budget, schedule, and renderings of the interior and exterior, and they advised that the first tender packages are out.

*Councillor Ballas exited the meeting at 9:50 a.m.*

*Mayor Doerksen called a break at 10:06 a.m.*

*Mayor Doerksen reconvened the meeting at 10:17 a.m.*

*Deputy Mayor Gammana returned to the meeting at 10:18 a.m.*

*Councillor Peebles returned to the meeting at 10:19 a.m.*

**7.0 Decision Items**

**7.1. Drayton Valley and District FCSS Strategic Plan 2021-2025**

**RESOLUTION #053/21**

Councillor McGee moved that Council approve the Drayton Valley and District FCSS Strategic Plan 2021-2025, as presented.

**CARRIED**

**8.0 Department Reports Continued**

**8.4. Emergency Services**

Fire Chief Thomson presented Council with a detailed report from the activities of the Animal Control Officer and the Community Peace Officer, highlighting that Officer Hutchinson completed the final training.

**8.6. Finance**

Mrs. Thomson provided an update from the Finance department.

**8.7. CAO/Administration/Capital Project Update**

Ms. Driessen noted that the governmental grant in support of the mediation costs was received. She provided updates from the CAO's and Administrative departments.

**8.5. Safety and Protective Services**

Ms. Law provided an update on the activities of the Safety department.

**9.0 Council Reports**

**9.1. Councillor Dodds**

- Education meetings
- Sustainability Committee meeting
- Council Strategic Planning session
- Mediation meetings
- Chamber of Commerce meeting

**9.2. Deputy Mayor Gammana**

- Education meetings

**9.3. Councillor McGee**

- DV100 scheduled for Fall 2021

**9.4. Councillor Wheeler**

- Had nothing to report.

**9.5. Councillor Ballas**

- Was not present to provide a report.

**9.6. Councillor Peebles**

- March 8-9 – Council Retreat
- March 10 – Alberta Hemp Alliance meeting
- March 11 – Drayton Valley Hospitality and Tourism Authority meeting
- March 15 – Mediation meeting
- March 16 – Meeting with hemp stakeholders
- March 17-18 – Meetings with hemp business owners and Canadian Hemp Trade Alliance

**Regular Meeting of Council  
Minutes of March 24, 2021  
Page 4 of 4**

9.7. Mayor Doerksen

- March 10 – Conversations with Mayors regarding changes by AESO
- Meetings with Weyerhaeuser

**7.0 Decision Items Continued**

7.2. Closed Session Collective Agreement between the Town of Drayton Valley and the Canadian Union of Public Employees (CUPE) Local 2515 – FOIP section 24(1) and 25(1)(c)(iii)

**RESOLUTION #054/21**

Councillor Dodds moved that Council move to a Closed Session at 11:10 a.m. for item 7.2 of the March 24, 2021, Regular Council Meeting Agenda, pursuant to sections 24(1) and 25(1)(c)(iii) of the *Freedom of Information and Protection of Privacy Act*.

**CARRIED**

*Ms. Driessen was present for item 7.2. to provide Council advice.*

*Mrs. Tiffen was present for item 7.2. to provide Council advice.*

*Mr. Olynyk was present for item 7.2. to provide Council advice.*

*Ms. Motkoski was present for item 7.2. to provide Council advice.*

*Councillor Ballas entered the meeting at 11:18 a.m.*

**RESOLUTION #055/21**

Councillor McGee moved that Council come out of Closed Session at 11:38 a.m.

**CARRIED**

**RESOLUTION #056/21**

Councillor Peebles moved that Council ratify the Memorandum of Agreement between the Town of Drayton Valley and Canadian Union of Public Employees (CUPE) 2515, as presented.

**CARRIED**

**10.0 Information Items**

10.1. Childcare Operational Board Meeting Minutes – October 1, 2020

10.2. Brazeau Foundation Meeting Minutes – January 15, 2021, and February 28, 2021

10.3. STAR Catholic Schools Board Meeting Highlights – March 2021

10.4. Drayton Valley Municipal Library Meeting Minutes – February 18, 2021, and Stats – February 2021

**RESOLUTION #057/21**

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

**CARRIED**

**11.0 Adjournment**

Mayor Doerksen adjourned the meeting at 11:44 a.m.

\_\_\_\_\_  
MAYOR

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

# Town of Drayton Valley

## Proclamation

### Earth Day

April 22, 2021

- WHEREAS:** the global community now faces extraordinary challenges such as environmental degradation, climate change, food and water shortages, and global health issues; and
- WHEREAS:** all people, regardless of race, gender, income, or geography, have a moral right to a healthy, sustainable environment; and
- WHEREAS:** a green economy can be achieved on the individual level through educational efforts, public policy, and consumer activism campaigns.
- WHEREAS:** it is understood that the citizens of the global community must step forward and take action to create positive environmental change to combat the aforementioned global challenges
- WHEREAS:** it is necessary to broaden and diversify the environmental movement to achieve maximum success;
- THEREFORE:** I, Michael Doerksen, Mayor of the Town of Drayton Valley, do hereby proclaim April 22, 2021, as “Earth Day” in the Town of Drayton Valley.

DATED at the Town of Drayton Valley,  
in the Province of Alberta,  
this 21<sup>st</sup> day of April 2021.

\_\_\_\_\_  
Mayor Michael Doerksen





# Town of Drayton Valley

## Proclamation

### National Day of Mourning

**April 28, 2021**

**WHEREAS** the National Day of Mourning offers us an opportunity to recognize the sacrifices made by the world's workers who have died or have been injured on the job;

**AND WHEREAS** workplace accidents claim the lives of more than one thousand Canadian workers each year, leaving children without a parent, families facing hardship and heartache, and communities struggling with loss;

**AND WHEREAS** recognition of these deaths will contribute to a renewed commitment to create and provide decent, safe working conditions that foster and promote a culture of safety;

**AND WHEREAS** it is in the public's interest for civic and industry leaders to advocate for safe working conditions for workers in their charge;

**AND WHEREAS** in 2020, 150 workers in Alberta died as a result of workplace injury or illness;

**AND WHEREAS** our ultimate goal is to send all of our Town of Drayton Valley staff home safely at the end of each day;

**THEREFORE** I, Michael Doerksen, Mayor of the Town of Drayton Valley, do hereby proclaim April 28, 2021, as National Day of Mourning in the Town of Drayton Valley and order that the flags at the Civic Center be lowered to half-mast this day.

DATED at the Town of Drayton Valley,  
in the Province of Alberta,  
this 21<sup>st</sup> day of April, 2021.

Mayor Michael Doerksen







# Town of Drayton Valley

## Delegation Request Form

Name(s): Sarah Bourgeois

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

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

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

Meeting you would like to attend as a Delegation (please check all that apply)\*:

☐ Council Meeting

☐ Governance & Priorities Committee Meeting

☐ Special Meeting/Presentation

☐ Administration Meeting

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

Reason for Requesting Delegation:  
(information only, request for funding, concern, etc)

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Additional Information Provided

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

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Please indicate any preference you have for meeting:

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**Please submit your request by:**

**Fax:** 780.542.5753

**E-mail:**

admin-support@draytonvalley.ca

**In person:** 5120-52 ST



# Certificate OF RECOGNITION

PROUDLY PRESENTED TO

**Sarah Bourgeois-Butler**

For your outstanding artistic contributions to our community. On behalf of myself and Town Council, we congratulate you on your achievements, and thank you for helping make our community a more beautiful place.

April 21, 2021

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Date

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Mayor



# Town of Drayton Valley

## Delegation Request Form

Name(s): Rob Macintosh  
 Organization: Rotary Club of Drayton Valley  
 Contact Number: 780-621-8422 Contact E-mail: rob@draytonvalley.ca  
 Mailing Address: \_\_\_\_\_

Meeting you would like to attend as a Delegation (please check all that apply)\*:

- ☒ Council Meeting April 21, 2021  
☐ Governance & Priorities Committee Meeting  
☐ Special Meeting/Presentation  
☐ Administration Meeting

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

Reason for Requesting Delegation:

(information only, request for funding, concern, etc)

The Rotary Club of Drayton Valley wishes to inform Town Council  
and the Community that Rotary International has adopted  
another area of focus - Environmental Protection

Additional Information Provided

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

On-line presentation

Please indicate any preference you have for meeting:

April 21, 2021

**Please submit your request by:**

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST





# Town of Drayton Valley

## Delegation Request Form

Name(s): Phil Dirks  
Organization: Metrix Group LLP Chartered Professional Accountants  
Contact Number: 7809914782 Contact E-mail: pdirks@metrixgroup.ca  
Mailing Address: 12840 St. Albert Trail, Edmonton, AB

Meeting you would like to attend as a Delegation (please check all that apply)\*:

- ☒ Council Meeting  
☐ Governance & Priorities Committee Meeting  
☐ Special Meeting/Presentation  
☐ Administration Meeting

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

Reason for Requesting Delegation:  
(information only, request for funding, concern, etc)  
Present 2020 audited financial statements

### Additional Information Provided

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

Please indicate any preference you have for meeting:

**Please submit your request by:**

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION

DRAYTON VALLEY



<b>SUBJECT:</b>	2020 Audited Financial Statements
<b>MEETING:</b>	April 21, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Elvera Thomson General Manager of Finance

### 1. PROPOSAL AND BACKGROUND:

As is proper municipal protocol, the annual audit of the Town's Financial Statements is conducted by an independent accounting firm and the results of that audit are presented to Council. Following the presentation of the 2020 Audited Financial Statements by the representative of Metrix Group LLP (formerly Hawkings Epp Dumont LLP), Mr. Phil Dirks, CPA, CA, Council has the ability to accept the same as information.

Administration recommends that Council pass a Resolution to accept the 2020 Audited Financial Statements as information. Following the acceptance of the audit results, the Finance Department will finalize its year-end reporting and, once signed, publish the information on the Town's website.

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

N/A

### 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	N/A	

### 4. POTENTIAL MOTIONS:


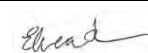

- A. That Council accepts the 2020 Audited Financial Statements for the Town of Drayton Valley as presented by Mr. Phil Dirks of Metrix Group LLP, as information.
- B. That Council does not accept the 2020 Audited Financial Statements for the Town of Drayton Valley as presented by Mr. Phil Dirks of Metrix Group LLP, as information.

### 5. RECOMMENDATION

Administration recommends that Council accepts the 2020 Audited Financial Statements for the Town of Drayton Valley as presented by Mr. Phil Dirks of Metrix Group LLP, as information.

### 6. ATTACHMENTS:

- 1) Draft 2020 Audited Financial Statements
- 2) Draft 2020 Adjusting Journal Entries

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

**TOWN OF DRAYTON VALLEY**  
**Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

DRAFT

## **INDEPENDENT AUDITORS' REPORT**

To the Mayor and Council of the Town of Drayton Valley

### *Opinion*

We have audited the accompanying consolidated financial statements of the Town of Drayton Valley (the Town), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Town as at December 31, 2020, the consolidated results of its operations and accumulated surplus, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements*

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.



*Auditors' Responsibilities for the Audit of the Consolidated Financial Statements*

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**METRIX GROUP LLP**

Chartered Professional Accountants

Edmonton, Alberta  
April 21, 2021

**TOWN OF DRAYTON VALLEY**  
**Consolidated Statement of Financial Position**  
**As at December 31, 2020**

	2020	2019
<b>FINANCIAL ASSETS</b>		
Cash and cash equivalents (Note 2)	\$ 11,039,743	\$ 22,548,696
Receivables (Note 3)	9,140,485	5,487,396
Land inventory held for resale	286,274	286,274
	<b>20,466,502</b>	<b>28,322,366</b>
<b>LIABILITIES</b>		
Accounts payable and accrued liabilities	3,028,971	4,783,385
Deposits	313,268	310,764
Deferred revenue (Note 4)	3,649,226	5,174,450
Landfill closure and post-closure (Note 5)	3,650,000	3,300,000
Long-term debt (Note 6)	11,222,916	12,500,418
	<b>21,864,381</b>	<b>26,069,017</b>
<b>NET FINANCIAL ASSETS (DEBT)</b>	<b>(1,397,879)</b>	<b>2,253,349</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible capital assets (Note 8)	125,569,362	120,846,948
Inventory for consumption	88,651	125,965
Prepaid expenses and other assets	37,562	27,218
	<b>125,695,575</b>	<b>121,000,131</b>
<b>ACCUMULATED SURPLUS (Note 9)</b>	<b>\$124,297,696</b>	<b>\$123,253,480</b>
Contingencies (Note 16)		

**ON BEHALF OF THE TOWN COUNCIL:**

\_\_\_\_\_

\_\_\_\_\_

**TOWN OF DRAYTON VALLEY**  
**Consolidated Statement of Operations and Accumulated Surplus**  
**For the Year Ended December 31, 2020**

	2020 (Budget) (Note 18)	2020 (Actual)	2019 (Actual)
<b>REVENUE</b>			
Net taxation (Schedule 2)	\$ 9,992,246	\$ 10,040,589	\$ 10,802,103
Sales and user charges (Schedule 4)	8,961,742	7,627,163	8,474,011
Government transfers for operating (Schedule 3)	3,497,437	4,098,282	4,349,979
Franchise and concession contracts (Note 12)	1,329,219	1,190,421	1,208,934
Rentals	730,849	617,047	709,618
Penalties and costs on taxes	204,630	249,020	218,641
Investment income	483,765	165,425	454,571
Licenses and permits	254,000	80,009	201,599
Other	58,631	58,701	60,289
Fines	132,000	56,091	73,670
	<u>25,644,519</u>	<u>24,182,748</u>	<u>26,553,415</u>
<b>EXPENSES</b>			
Recreation and culture	4,167,203	4,158,055	4,780,079
Water and wastewater	3,445,050	3,889,742	3,206,347
Administration	3,031,445	2,746,733	2,485,836
Roads, streets, walks, and lighting	1,867,757	2,346,886	2,338,918
Waste management	1,594,573	2,329,031	1,563,556
Police	2,148,465	2,115,772	2,123,111
Public health and welfare	2,541,897	2,089,488	2,467,119
Common and equipment pool	1,929,467	1,961,929	1,470,850
Subdivision land and development	1,337,133	1,468,585	1,226,525
Fire and disaster services	1,033,101	895,944	995,348
Council	660,855	439,629	515,512
Airport	91,458	115,057	82,643
Bylaws enforcement	51,884	85,482	48,888
Amortization of tangible capital assets	-	6,671,680	6,308,970
	<u>23,900,288</u>	<u>31,314,013</u>	<u>29,613,702</u>
<b>ANNUAL SURPLUS (DEFICIT) BEFORE OTHER REVENUE</b>	<u>1,744,231</u>	<u>(7,131,265)</u>	<u>(3,060,287)</u>
<b>OTHER REVENUE (EXPENSE)</b>			
Government transfers for capital (Schedule 3)	14,870,770	7,992,366	5,576,706
Donations for tangible capital assets	186,405	132,704	10,000
Gain (loss) on disposal of tangible capital assets	-	50,411	(5,397)
Contributed tangible capital assets (Note 15)	-	-	5,739,462
	<u>15,057,175</u>	<u>8,175,481</u>	<u>11,320,771</u>
<b>ANNUAL SURPLUS</b>	<u>16,801,406</u>	<u>1,044,216</u>	<u>8,260,484</u>
<b>ACCUMULATED SURPLUS, BEGINNING OF YEAR</b>	<u>123,253,480</u>	<u>123,253,480</u>	<u>114,992,996</u>
<b>ACCUMULATED SURPLUS, END OF YEAR (Note 7)</b>	<u>\$140,054,886</u>	<u>\$124,297,696</u>	<u>\$123,253,480</u>

The accompanying notes are an integral part of these financial statements.

**TOWN OF DRAYTON VALLEY**  
**Consolidated Statement of Changes in Net Financial Assets (Debt)**  
**For the Year Ended December 31, 2020**

	2020 (Budget) (Note 18)	2020 (Actual)	2019 (Actual)
<b>ANNUAL SURPLUS</b>	<b>\$ 16,801,406</b>	<b>\$ 1,044,216</b>	<b>\$ 8,260,484</b>
Acquisition of tangible capital assets	(25,788,705)	(11,408,539)	(7,452,305)
Contributed tangible capital assets (Note 15)	-	-	(5,739,462)
Proceeds on disposal of tangible capital assets	-	64,856	14,336
Amortization of tangible capital assets	-	6,671,680	6,308,970
Loss on disposal of tangible capital assets	-	(50,411)	5,397
	(25,788,705)	(4,722,414)	(6,863,064)
Use (acquisition) of prepaid expenses	-	(10,344)	182
Acquisition of inventory for consumption	-	37,314	(57,845)
	-	26,970	(57,663)
<b>INCREASE (DECREASE) IN NET FINANCIAL ASSETS</b>	<b>(8,987,299)</b>	<b>(3,651,228)</b>	<b>1,339,757</b>
<b>NET FINANCIAL ASSETS, BEGINNING OF YEAR</b>	<b>2,253,349</b>	<b>2,253,349</b>	<b>913,592</b>
<b>NET FINANCIAL ASSETS (DEBT), END OF YEAR</b>	<b>\$ (6,733,950)</b>	<b>\$ (1,397,879)</b>	<b>\$ 2,253,349</b>

**TOWN OF DRAYTON VALLEY**  
**Consolidated Statement of Cash Flows**  
**For the Year Ended December 31, 2020**

	2020	2019
<b>OPERATING ACTIVITIES</b>		
Cash from operations		
Annual surplus	\$ 1,044,216	\$ 8,260,484
Non-cash items included in annual surplus		
Amortization of tangible capital assets	6,671,680	6,308,970
Contributed tangible capital assets (Note 15)	-	(5,739,462)
Provision for landfill closure and post-closure (recovery)	350,000	-
Loss on disposal of tangible capital assets	(50,411)	5,397
Change in non-cash working capital balances related to operations:		
Receivables	(3,653,089)	(1,820,572)
Inventory for consumption	37,314	(57,845)
Accounts payable and accrued liabilities	(1,754,415)	2,058,793
Deposits	2,504	14,267
Prepaid expenses	(10,344)	182
Deferred revenue	(1,525,224)	(2,515,772)
	<u>1,112,231</u>	<u>6,514,442</u>
<b>FINANCING ACTIVITIES</b>		
Repayment of long-term debt	<u>(1,277,501)</u>	<u>(1,275,320)</u>
	<u>(1,277,501)</u>	<u>(1,275,320)</u>
<b>CAPITAL ACTIVITIES</b>		
Proceeds on disposal of tangible capital assets	64,856	14,336
Purchase of tangible capital assets	<u>(11,408,539)</u>	<u>(7,452,305)</u>
	<u>(11,343,683)</u>	<u>(7,437,969)</u>
<b>INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS DURING THE YEAR</b>	<b>(11,508,953)</b>	<b>(2,198,847)</b>
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<b><u>22,548,696</u></b>	<b><u>24,747,543</u></b>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<b><u>\$ 11,039,743</u></b>	<b><u>\$ 22,548,696</u></b>

**TOWN OF DRAYTON VALLEY**  
**Schedule of Equity in Tangible Capital Assets**  
**For the Year Ended December 31, 2020**

**Schedule 1**

	2020	2019
<b>BALANCE, BEGINNING OF YEAR</b>	<b>\$108,346,530</b>	\$100,208,146
Acquisition of tangible capital assets	11,408,539	13,191,767
Amortization of tangible capital assets	(6,671,680)	(6,308,970)
Net book value of tangible capital assets disposed of	(14,445)	(19,733)
Long-term capital debt repayments	1,277,501	1,275,320
<b>BALANCE, END OF YEAR</b>	<b>\$114,346,445</b>	<b>\$108,346,530</b>
Equity in Tangible Capital Assets is Comprised of the Following:		
Tangible capital assets net book value	\$125,569,362	\$120,846,948
Long-term capital debt	(11,222,916)	(12,500,418)
	<b>\$114,346,446</b>	<b>\$108,346,530</b>

**TOWN OF DRAYTON VALLEY**  
**Schedule of Property Taxes**  
**For the Year Ended December 31, 2020**

**Schedule 2**

	2020 (Budget) (Note 18)	2020 (Actual)	2019 (Actual)
<b>TAXATION</b>			
Real property taxes	\$ 13,278,075	\$ 13,406,012	\$ 14,277,078
Linear property taxes	616,439	616,655	587,865
Government grants in place of property taxes	35,306	35,303	30,976
Special assessments and local improvement taxes	-	18,556	21,804
	<u>13,929,820</u>	<u>14,076,526</u>	<u>14,917,723</u>
<b>REQUISITIONS</b>			
Alberta School Foundation Fund	3,670,201	3,769,599	3,843,207
Brazeau Foundation	267,373	266,338	272,413
	<u>3,937,574</u>	<u>4,035,937</u>	<u>4,115,620</u>
<b>NET MUNICIPAL TAXES</b>	<u>\$ 9,992,246</u>	<u>\$ 10,040,589</u>	<u>\$ 10,802,103</u>



**TOWN OF DRAYTON VALLEY**  
**Schedule of Government Transfers**  
**For the Year Ended December 31, 2020**

**Schedule 3**

	2020 (Budget) (Note 18)	2020 (Actual)	2019 (Actual)
<b>TRANSFERS FOR OPERATING</b>			
Provincial government	\$ 1,553,510	\$ 2,739,200	\$ 2,333,208
Local governments	1,881,427	1,303,331	2,016,771
Federal government	62,500	55,751	-
	<u>3,497,437</u>	<u>4,098,282</u>	<u>4,349,979</u>
<b>TRANSFERS FOR CAPITAL</b>			
Provincial government	11,903,914	6,164,123	4,453,882
Federal government	-	1,394,714	895,456
Local governments	2,966,856	433,529	227,368
	<u>14,870,770</u>	<u>7,992,366</u>	<u>5,576,706</u>
<b>TOTAL GOVERNMENT TRANSFERS</b>	<u>\$ 18,368,207</u>	<u>\$ 12,090,648</u>	<u>\$ 9,926,685</u>

**TOWN OF DRAYTON VALLEY**  
**Schedule of Segmented Information**  
**For the Year Ended December 31, 2020**

**Schedule 4**

	General Administration	Protective Services	Water, Wastewater and Waste Management	Recreation and Culture	Roads, Streets, Walks and Lighting	Public Health and Welfare	All Other	Total
<b>REVENUE</b>								
Taxation	2,055,036	2,082,921	-	2,423,572	2,345,125	200,285	933,650	10,040,589
Sales and user charges	35,354	95,552	6,866,744	352,206	200	215,048	62,059	7,627,163
Government transfers	625,340	843,458	-	1,003,289	-	1,525,651	100,544	4,098,282
All other	31,003	61,554	57,979	7,850	1,561	44,909	1,594,811	1,799,667
Rentals	-	13,714	-	371,142	-	103,596	128,595	617,047
	<u>2,746,733</u>	<u>3,097,199</u>	<u>6,924,723</u>	<u>4,158,059</u>	<u>2,346,886</u>	<u>2,089,489</u>	<u>2,819,659</u>	<u>24,182,748</u>
<b>EXPENSES</b>								
Wages and benefits	1,471,534	1,006,214	990,429	1,911,521	615,226	1,506,686	1,442,195	8,943,805
Contracted and general services	323,479	1,836,528	1,806,247	500,062	229,664	325,268	945,198	5,966,446
Professional fees	668,245	124,706	1,288,456	218,945	367,029	89,206	1,143,416	3,900,003
Repairs and maintenance	233,242	40,770	1,174,439	904,867	549,267	52,919	201,729	3,157,233
Utilities	93,024	60,216	531,870	457,239	551,277	30,709	146,552	1,870,887
Interest on long-term debt	6,358	-	292,562	59,675	34,423	62,319	24,093	479,430
Insurance	21,430	28,765	134,770	105,750	-	22,382	82,011	395,108
Provision (recovery) for allowances	(70,579)	-	-	-	-	-	-	(70,579)
	<u>2,746,733</u>	<u>3,097,199</u>	<u>6,218,773</u>	<u>4,158,059</u>	<u>2,346,886</u>	<u>2,089,489</u>	<u>3,985,194</u>	<u>24,642,333</u>
<b>NET REVENUE, BEFORE AMORTIZATION</b>	-	-	705,950	-	-	-	(1,165,535)	(459,585)
Amortization	<u>285,783</u>	<u>15,363</u>	<u>2,420,409</u>	<u>606,867</u>	<u>2,542,721</u>	<u>272,753</u>	<u>527,784</u>	<u>6,671,680</u>
<b>NET REVENUE (DEFICIT) \$</b>	<b>\$ (285,783)</b>	<b>\$ (15,363)</b>	<b>\$ (1,714,459)</b>	<b>\$ (606,867)</b>	<b>\$ (2,542,721)</b>	<b>\$ (272,753)</b>	<b>\$ (1,693,319)</b>	<b>\$ (7,131,265)</b>

The accompanying notes are an integral part of these financial statements.

**TOWN OF DRAYTON VALLEY**  
**Schedule of Segmented Information**  
**For the Year Ended December 31, 2019**

**Schedule 4 (CONT'D)**

	General Administration	Protective Services	Water, Wastewater and Waste Management	Recreation and Culture	Roads, Streets, Walks and Lighting	Public Health and Welfare	All Other	Total
<b>REVENUE</b>								
Taxation	2,126,419	2,140,759	-	1,969,374	2,178,284	99,631	2,287,636	10,802,103
Sales and user charges	42,147	53,850	6,971,324	830,897	1,653	458,662	115,478	8,474,011
Government transfers	-	873,773	-	1,554,589	158,980	1,731,862	30,775	4,349,979
All other	86,026	84,565	55,230	1,500	-	51,591	1,938,792	2,217,704
Rentals	-	14,400	-	423,718	-	125,373	146,127	709,618
	2,254,592	3,167,347	7,026,554	4,780,078	2,338,917	2,467,119	4,518,808	26,553,415
<b>EXPENSES</b>								
Wages and benefits	1,250,279	974,668	980,498	2,333,233	583,355	1,849,360	1,117,364	9,088,757
Contracted and general services	156,196	1,896,747	1,278,851	801,744	31,609	368,830	922,613	5,456,590
Professional fees	766,326	164,140	945,999	368,941	704,341	117,292	1,060,531	4,127,570
Repairs and maintenance	43,405	54,975	576,202	626,532	428,302	18,198	217,647	1,965,261
Utilities	17,377	49,725	559,753	492,673	547,184	26,872	116,574	1,810,158
Interest on long-term debt	2,488	-	313,031	65,581	44,126	67,097	29,339	521,662
Insurance	18,521	27,092	115,568	91,374	-	19,470	62,709	334,734
	2,254,592	3,167,347	4,769,902	4,780,078	2,338,917	2,467,119	3,526,777	23,304,732
<b>NET REVENUE, BEFORE AMORTIZATION</b>	-	-	2,256,652	-	-	-	992,031	3,248,683
Amortization	286,527	15,363	2,309,076	594,378	2,267,730	272,753	563,143	6,308,970
<b>NET REVENUE (DEFICIT)</b>	<b>\$ (286,527)</b>	<b>\$ (15,363)</b>	<b>\$ (52,424)</b>	<b>\$ (594,378)</b>	<b>\$ (2,267,730)</b>	<b>\$ (272,753)</b>	<b>\$ 428,888</b>	<b>\$ (3,060,287)</b>

The accompanying notes are an integral part of these financial statements.

**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

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**1. SIGNIFICANT ACCOUNTING POLICIES**

The consolidated financial statements of the Town of Drayton Valley (the "Town") are the representations of management prepared in accordance with Canadian public sector accounting standards. Significant aspects of the accounting policies adopted by the Town are as follows:

*(a) Reporting Entity*

The consolidated financial statements reflect assets, liabilities, revenue and expenses and changes in net financial debt and financial position of the Town which comprises all the organizations that are accountable for the administration of their financial affairs and resources to the Town and are owned or controlled by the Town as follows:

Town of Drayton Valley Aspen Waste Management  
 Bio-Arcs Drayton Valley Ltd.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the Town.

The statements exclude trust assets and liabilities that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

*(b) Basis of Accounting*

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers are recognized in the consolidated financial statements as revenue in the period in which the events giving rise to the transfer occurred, providing the transfers are authorized, any eligibility criteria have been met by the municipality, and reasonable estimates of the amounts can be made.

Expenses are recognized in the period the goods and services are acquired and a liability is incurred or transfers are due.

*(c) Cash and cash equivalents*

Cash and cash equivalents includes items that are readily convertible to known amounts of cash, are subject to an insignificant risk of change in value, and generally have a maturity of three months or less at acquisition.

*(d) Taxation Revenue*

Taxation revenue is based on market value assessments determined in accordance with the *Municipal Government Act*. Tax mill rates are established annually. Taxation revenues are recorded at the time tax billings are issued. Assessments are subject to appeal.

Construction and borrowing costs associated with local improvement projects are recovered through annual special property tax assessments during the period of the related borrowings. These levies are collectible from property owners for work performed by the Town and are recognized as revenue in the year they are levied.

(CONT'D)

**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

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**1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

*(e) Inventories*

Inventories for consumption are valued at the lower of cost and net realizable value with cost determined by the average cost method.

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping, and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks, and street lighting are recorded as capital assets under their respective function.

*(f) Tangible Capital Assets*

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

Engineered structures:	
Roads	20 and 35 years
Water systems	25 years
Sewer systems	40 - 60 years
Other	20 - 50 years
Buildings	40 - 50 years
Machinery and equipment	5 - 15 years
Vehicles	3 and 6 years

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

Works of art for display are not recorded as tangible capital assets but are disclosed.

*(g) Contaminated Sites*

Contaminated sites are defined as the result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation on contaminated sites is recognized, net of any recoveries, when an environmental standard exists, contamination exceeds the environmental standard, the Town is directly responsible for or accepts responsibility for the liability, future economic benefits will be given up, and a reasonable estimate of the liability can be made.

*(h) Pension Costs*

Contributions made by the Town to the defined contribution pension plan are recorded as expenses in the year in which they are paid.

*(i) Over-Levies and Under-Levies*

Over-levies and under-levies arise from the difference between the actual levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and reflected as property tax revenue.

Requisitions for tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(CONT'D)

**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

**1. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**

*(j) Use of Estimates*

The preparation of the consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenue and expenditures during the period. Where measurement uncertainty exists, the consolidated financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

The Town has used estimates to determine accrued liabilities, tangible capital asset useful lives, contributed tangible capital assets, landfill closure and post-closure liabilities, as well as provisions made for allowances for amounts receivable or any provision for impairment.

*(k) New Accounting Standards not yet Adopted*

Effective for fiscal years beginning on or after April 1, 2022, PS 3280 Asset Retirement Obligations provides guidance on how to account for and report liabilities for retirement of tangible capital assets.

Effective for fiscal years beginning on or after April 1, 2023, PS 3400 Revenue provides guidance on how to account for and report revenue, and specifically, it addresses revenue arising from exchange transactions and unilateral transactions.

**2. CASH AND CASH EQUIVALENTS**

	<b>2020</b>	<b>2019</b>
Deposit accounts	<b>\$ 11,038,863</b>	\$ 22,547,816
Cash on hand	<b>880</b>	880
	<b><u>\$ 11,039,743</u></b>	<b><u>\$ 22,548,696</u></b>

**3. ACCOUNTS RECEIVABLE**

	<b>2020</b>	<b>2019</b>
Taxes and grants in place of taxes		
Current	<b>\$ (22,122)</b>	\$ (184,761)
Arrears	<b>1,024,204</b>	931,539
Arrears on property held for tax recovery	<b>40,652</b>	40,652
	<b><u>1,042,734</u></b>	<u>787,430</u>
Trade and other	<b>7,664,047</b>	4,551,447
Goods and Services Tax	<b>747,326</b>	329,021
Local improvement taxes	<b>343,653</b>	439,264
	<b><u>9,797,760</u></b>	<u>6,107,162</u>
Less: Allowance for doubtful accounts	<b><u>(657,275)</u></b>	<u>(619,766)</u>
	<b><u>\$ 9,140,485</u></b>	<b><u>\$ 5,487,396</u></b>

**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

**4. DEFERRED REVENUE**

Funding has been received under various government grant programs. The use of these funds is restricted to eligible projects as approved under the funding agreements.

	Opening	Receipts	Revenue	Ending
Federal Gas Tax Funding	413,417	1,254,044	-	<b>1,667,461</b>
Municipal Sustainability Initiative				
Capital	\$ 2,960,534	\$ 1,721,984	\$ (3,918,401)	<b>\$ 764,117</b>
Other	574,718	134,915	(99,969)	<b>609,664</b>
Alberta Community Partnership Program	274,599	2,944	-	<b>277,543</b>
Minister of Children's Services - Early Learning and Child Care Centre	187,400	777,480	(692,960)	<b>271,920</b>
Municipal Stimulus Program	-	370,621	(312,100)	<b>58,521</b>
Alberta Community Resilience Program	763,782	4,072	(767,854)	-
	<b>\$ 5,174,450</b>	<b>\$ 4,266,060</b>	<b>\$ (5,791,284)</b>	<b>\$ 3,649,226</b>

**5. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY**

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The estimated total liability is based on the sum of discounted future cash flows for closure and post-closure activities for 25 years after closure using a real discount rate of 1.5% and assuming annual inflation of 2.0%.

The accrued liability portion is based on the cumulative capacity used at year end compared to the estimated total landfill capacity. The estimated remaining site life for Cell 4A, Cell 4B, Cell 4C, Cell 4D, and Cell 4E is approximately ten years (2030). Cells C, D, and 3D essentially have no additional capacity.

The Town has not designated assets for settling closure and post-closure liabilities.

	2020	2019
Estimated post-closure costs	<b>\$ 3,429,965</b>	\$ 3,429,965
Estimated closure costs	<b>2,597,915</b>	2,597,915
Estimated total liability	<b>6,027,880</b>	6,027,880
Estimated capacity remaining	<b>39.4 %</b>	45.3 %
Portion of total liability remaining to be recognized	<b>2,377,880</b>	2,727,880
Estimated capacity used	<b>60.6 %</b>	54.7 %
Accrued liability portion	<b>\$ 3,650,000</b>	\$ 3,300,000



**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

**6. LONG-TERM DEBT**

	<u>2020</u>	<u>2019</u>
Alberta Capital Finance Authority debentures bearing interest at rates ranging from 2.177% to 6.000% per annum and maturing in years 2022 through 2035. Debenture debt is issued on the credit and security of the Town at large.	<b>\$ 5,282,589</b>	\$ 6,263,263
Federation of Canadian Municipalities loan bearing interest at 4.000% per annum, requiring blended semi-annual payments of \$271,851 are required.	<b>5,940,327</b>	6,237,155
	<b><u>\$ 11,222,916</u></b>	<b><u>\$ 12,500,418</u></b>

Principal and interest payments are due as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 1,309,795	\$ 430,225	\$ 1,740,020
2022	1,267,644	382,139	1,649,783
2023	989,167	339,156	1,328,323
2024	1,027,561	300,762	1,328,323
2025	981,374	260,667	1,242,041
Thereafter	5,647,375	1,047,109	6,694,484
	<b><u>\$ 11,222,916</u></b>	<b><u>\$ 2,760,058</u></b>	<b><u>\$ 13,982,974</u></b>

Interest on long-term debt amounted to \$479,430 (2019 - \$521,662).

The Town's total cash payments for interest during 2020 were \$477,880 (2019 - \$523,897).

**7. DEBT LIMITS**

Section 276(2) of the *Municipal Government Act* requires that debt and debt limits, as defined by Alberta Regulation 255/00, for the Town of Drayton Valley be disclosed as follows:

	<u>2020</u>	<u>2019</u>
Total debt limit	<b>\$ 36,274,122</b>	\$ 39,830,123
Total debt	<b>(11,222,916)</b>	(12,500,418)
Amount of debt limit unused	<b><u>\$ 25,051,206</u></b>	<b><u>\$ 27,329,705</u></b>
Service on debt limit	<b>\$ 6,045,687</b>	\$ 6,638,354
Service on debt	<b>(1,740,020)</b>	(1,755,381)
Amount of debt servicing limit unused	<b><u>\$ 4,305,667</u></b>	<b><u>\$ 4,882,973</u></b>

**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

**8. TANGIBLE CAPITAL ASSETS**

		Net Book Value	
		2020	2019
Engineered structures			
Roads	\$	28,587,881	\$ 27,086,540
Water systems		25,146,441	25,782,105
Sewer systems		22,636,811	18,835,355
Other		11,202,170	10,401,220
		87,573,303	82,105,220
Buildings		27,702,953	28,362,318
Land		7,716,194	7,716,194
Machinery and equipment		1,882,242	1,953,294
Vehicles		694,670	709,922
	\$	125,569,362	\$ 120,846,948

	Cost Beginning of Year	Additions	Disposals	Write-downs	Cost End of Year
Engineered structures					
Roads	\$ 59,193,185	\$ 4,040,919	\$ -	\$ -	\$ 63,234,104
Water systems	44,605,943	1,096,697	-	-	45,702,640
Sewer systems	30,316,415	4,405,149	-	-	34,721,564
Other	18,249,482	1,270,730	-	-	19,520,212
	152,365,025	10,813,495	-	-	163,178,520
Buildings	41,934,303	299,126	-	-	42,233,429
Land	7,716,194	-	-	-	7,716,194
Machinery and equipment	5,949,089	212,615	(304,044)	-	5,857,660
Vehicles	2,500,319	83,303	(38,439)	-	2,545,183
	\$ 210,464,930	\$ 11,408,539	\$ (342,483)	\$ -	\$ 221,530,986

	Accumulated Amortization Beginning of Year	Current Amortization	Disposals	Write-downs	Accumulated Amortization End of Year
Engineered structures					
Roads	\$ 32,106,645	\$ 2,539,578	\$ -	\$ -	\$ 34,646,223
Water systems	18,823,838	1,732,361	-	-	20,556,199
Sewer systems	11,481,060	603,693	-	-	12,084,753
Other	7,848,262	469,780	-	-	8,318,042
	70,259,805	5,345,412	-	-	75,605,217
Buildings	13,571,985	958,491	-	-	14,530,476
Machinery and equipment	3,995,795	283,667	(304,044)	-	3,975,418
Vehicles	1,790,397	84,111	(23,995)	-	1,850,513
	\$ 89,617,982	\$ 6,671,681	\$ (328,039)	\$ -	\$ 95,961,624

The costs above include \$6,345,573 (2019 - \$3,530,943) related to various projects that are under construction and not being amortized.

**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

**9. ACCUMULATED SURPLUS**

	2020	2019
Unrestricted surplus	\$ 1,036,475	\$ 5,252,991
Restricted surplus ( <i>Note 10</i> )		
Operating reserves	735,119	481,722
Capital reserves	8,179,657	9,172,237
Equity in tangible capital assets ( <i>Schedule 1</i> )	114,346,445	108,346,530
	<b>\$124,297,696</b>	<b>\$123,253,480</b>

**10. RESERVES**

	2020	2019
Operating Reserves:		
Operating contingency	\$ 525,000	\$ 525,000
Landfill post-closure	190,971	(271,441)
Automated traffic enforcement	19,148	228,163
	<b>\$ 735,119</b>	<b>\$ 481,722</b>
Capital Reserves:		
Carry-over projects	\$ 2,809,439	\$ 3,327,109
Pool	2,295,898	2,277,332
General capital	1,000,000	1,000,000
Sewer capital	623,922	623,922
Landfill airspace depletion	615,156	1,103,074
Water capital	475,925	475,925
Parkland capital	297,872	297,872
Storm capital	95,351	95,351
Affordable housing	36,626	60,027
Landfill capital equipment	(70,532)	(88,375)
	<b>\$ 8,179,657</b>	<b>\$ 9,172,237</b>

**11. CREDIT FACILITY**

The Town is approved for a revolving demand loan of \$9,000,000 that is available for operating cash flows. The interest rate is set at prime minus 0.25%. The loan has not been drawn upon in the 2020 fiscal year.

**12. UTILITY FRANCHISE AGREEMENTS**

Disclosure of utility franchise agreement annual revenues as required by Alberta Regulation 313/2000 is as follows:

	2020	2019
Fortis Alberta Inc.	\$ 809,160	\$ 824,979
Atco Gas	381,261	383,955
	<b>\$ 1,190,421</b>	<b>\$ 1,208,934</b>

**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

**13. SALARIES AND BENEFITS DISCLOSURE**

Disclosure of salaries and benefits for elected municipal officials, the Chief Administrative Officer and designated officers as required by Alberta Regulation 313/2000 are as follows:

				2020		2019
		Salary		Benefits and Allowances	Total	Total
Mayor	Michael Doerksen	\$ 59,760	\$	1,137	\$ 60,897	\$ 76,988
Councillor	Dodds	52,516		264	52,780	62,423
Councillor	Ballas	47,112		536	47,648	57,393
Councillor	Gammana	46,244		661	46,905	57,254
Councillor	Peebles	40,448		430	40,878	48,823
Councillor	Wheeler	38,680		606	39,286	48,578
Councillor	McGee	33,672		350	34,022	43,744
		\$ 318,432	\$	3,984	\$ 322,416	\$ 395,203
Chief Administrative Officers						
	Winston Rossouw	\$ 191,945	\$	48,883	\$ 240,828	\$ 236,234
		\$ 191,945	\$	48,883	\$ 240,828	\$ 236,234
Designated Officers		\$ 371,777	\$	85,614	\$ 457,391	\$ 394,408

Salary includes regular base pay, bonuses, overtime, lump sum payments, and any other direct cash remuneration.

Employer's share of all employee benefits and contributions or payments made on behalf of employee's include: pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, professional memberships and tuition.

Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits including travel allowances and car allowances.

**14. FINANCIAL INSTRUMENTS**

The Town's financial instruments consist of cash and cash equivalents, receivables, accounts payable and accrued liabilities, deposits, and long term debt. It is management's opinion that the Town is not exposed to significant interest or currency risks arising from these financial instruments.

The Town is subject to credit risk with respect to taxes and grants in place of taxes receivable and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying values of the financial instruments approximate their fair values.

**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

**15. CONTRIBUTED TANGIBLE CAPITAL ASSETS**

During 2019, the Meraw Estates development was completed and the Town obtained ownership of the infrastructure completed by the developer. The Town has recorded the contributed tangible capital assets at their estimated fair values as follows:

	2020	2019
Roads	\$ -	\$ 3,398,331
Sewer systems	-	1,515,535
Water systems	-	825,596
	<u>\$ -</u>	<u>\$ 5,739,462</u>

**16. CONTINGENCIES**

The Town is a member of the Alberta MUNIX. Under the terms of the membership, the Town could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

The Town is a defendant in various lawsuits. Where the outcome of a claim against the Town is considered likely to result in a loss and the amount of the loss can be reasonably estimated, accrued liabilities have been recorded. Where the resulting potential losses, if any, cannot be determined or the occurrence of future events is unknown, accrued liabilities have not been established.

**17. SEGMENTED INFORMATION**

The Town provides a wide range of services to its citizens. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in *Note 1*. For additional information see the Schedule of Segment Disclosure (*Schedule 4*).

**18. BUDGET FIGURES**

The 2020 budget data presented is based on the operating and capital budget approved by Council on May 6, 2020. The table below reconciles the approved financial plan to the figures reported in these consolidated financial statements.

	2020 (Budget)	2020 (Actual)
Annual surplus	16,801,406	1,044,216
Net transfers from (to) reserves	8,437,975	(739,183)
Acquisition of tangible capital assets	(25,788,705)	(11,408,539)
Debt principal repayments	(1,277,501)	(1,277,501)
Debenture proceeds	1,826,825	-
	<u>\$ -</u>	<u>\$ (12,381,007)</u>

**TOWN OF DRAYTON VALLEY**  
**Notes to Consolidated Financial Statements**  
**For the Year Ended December 31, 2020**

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**19. CONTRACTUAL OBLIGATIONS**

*(a) Municipal Police Service*

The Town entered into an Agreement with Government of Canada expiring March 31, 2032 for the employment of the Royal Canadian Mounted Police (RCMP) for the provision of policing services to the Town. Under the terms of the agreement, The Town shall pay the Government of Canada 70% of the actual policing service cost annually.

*(b) Town of Drayton Valley Acquatic Centre Construction*

The Town has entered a contract for the construction of a new aquatic centre in Drayton Valley for a total amount of \$21,936,934. At December 31, 2020, \$241,308 of costs have been incurred. The project is anticipated to be completed in November 2022.

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**20. UNCERTAINTY DUE TO COVID-19**

On March 11, 2020, the World Health Organization declared a global pandemic which has resulted in governments worldwide enacting emergency measures to combat the spread of the virus. These measures have caused significant disruptions to businesses, governments, and other organizations resulting in an economic slow-down and increased volatility. Governments have responded with significant monetary and fiscal interventions designed to stabilize economic conditions.

While COVID-19 has not significantly impacted the Town's operations or financial condition to date, the rapidly evolving event, including health and safety conditions, economic environment and resulting government measures, creates a high level of uncertainty and risk that may have a financial impact on the Town's activities, operations and financial condition in the future.

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**21. COMPARATIVE FIGURES**

Certain comparative figures have been reclassified to conform with the current year's consolidated financial statement presentation.

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**22. APPROVAL OF FINANCIAL STATEMENTS**

Council and Management approved the consolidated financial statements.

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**Town of Drayton Valley**  
**Year End: December 31, 2020**  
**Adjusting journal entries**  
**Date: 1/1/2020 To 12/31/2020**

Number	Date	Name	Account No	Reference	Debit	Credit
1	12/31/2020	Sale of Goods & Services	1-1-400-00-12-10	160-1		25,000.00
1	12/31/2020	Sale of Goods & Services	1-1-400-00-12-10	160-1		10,200.00
1	12/31/2020	Interest Revenue	1-1-551-00-05-00	160-1		18,684.03
1	12/31/2020	MSI Operating Grant	1-1-740-00-06-00	160-1	67,318.00	
1	12/31/2020	Administration	1-2-242-01-43-50	160-1	25,000.00	
1	12/31/2020	Administrative Fees	1-2-244-09-52-60	160-1	800.00	
1	12/31/2020	Administrative Fees	1-2-244-09-52-60	160-1	2,400.00	
1	12/31/2020	Administrative Fees	1-2-244-09-52-60	160-1	7,000.00	
1	12/31/2020	Year End Receivables	1-3-275-00-00-00	160-1		67,318.00
1	12/31/2020	Deferred Revenue - Grants	1-4-497-00-00-00	160-1	18,684.03	
To record journal entry provided by the client						
2	12/31/2020	Professional/General Services	1-2-240-00-43-10	160-2	193,257.93	
2	12/31/2020	Professional/General Services	1-2-240-00-43-20	160-2		45,656.30
2	12/31/2020	Professional/General Services	1-2-240-00-43-30	160-2	288,899.86	
2	12/31/2020	Professional/General Services	1-2-240-00-43-30	160-2		292,542.98
2	12/31/2020	Professional/General Services	1-2-240-00-43-30	160-2		188,445.10
2	12/31/2020	Professional/General Services	1-2-240-00-43-30	160-2		124,960.98
2	12/31/2020	Professional/General Services	1-2-240-00-43-30	160-2	22,325.85	
2	12/31/2020	Professional/General Services	1-2-240-00-43-50	160-2		26,236.75
2	12/31/2020	Contracted Service	1-2-241-02-43-50	160-2	568,276.18	
2	12/31/2020	Contracted Service	1-2-241-02-43-50	160-2		317,710.10
2	12/31/2020	Contracted Service	1-2-241-02-43-50	160-2		18,729.75
2	12/31/2020	Administration	1-2-242-01-43-50	160-2	10,207.58	
2	12/31/2020	Administration	1-2-242-01-43-50	160-2		68,560.44
2	12/31/2020	Repairs & Maintenance	1-2-250-00-41-40	160-2		125.00
2	12/31/2020	Supplies	1-2-510-00-41-20	160-2	24,868.13	
2	12/31/2020	Water Plant Chemicals	1-3-596-00-41-00	160-2		24,868.13
To record journal entry provided by the client.						
3	12/31/2020	Year End Receivables	1-3-275-00-00-00	160-3		58,558.87
3	12/31/2020	Deferred Revenue - Grants	1-4-497-00-00-00	160-3	58,558.87	
To record journal entry provided by the client.						
4	12/31/2020	Excess Collection Expense	1-2-990-02-97-00	C-3-0	23,047.00	
4	12/31/2020	Allow. For Doubtful M/H Accts	1-3-225-00-00-00	C-3-0		23,047.00
To set up the allowance for receivable from library						
5	12/31/2020	Improvement Levies	1-1-200-00-32-10	20R-10	95,611.54	
5	12/31/2020	LOCAL IMPROVEMENT TAXES	1-3-280-00-00-00	20R-10		95,611.54
To adjust Local Improvement Levies						
6	12/31/2020	Excess Collection Expense	1-2-990-02-97-00	C-1-1	14,462.01	
6	12/31/2020	Allow. For Doubtful M/H Accts	1-3-225-00-00-00	C-1-1		14,462.01

Prepared by	Reviewed by	Partner
CP 3/13/2021		PJD 3/15/2021

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## Town of Drayton Valley

Year End: December 31, 2020

Adjusting journal entries

Date: 1/1/2020 To 12/31/2020

Number	Date	Name	Account No	Reference	Debit	Credit
To set up an allowance against utility receivable doubtful accounts.						
7	12/31/2020	Provincial Conditional Grants	1-1-840-00-52-70	30R-1	9,325.65	
7	12/31/2020	Deferred Revenue - Grants	1-4-497-00-00-00	30R-1		9,325.65
To defer Neighbourhood place grant						
8	12/31/2020	Equity In Capital Assets	1-4-800-00-00-00	SS	1,579,840.54	
8	12/31/2020	Equity In Capital Assets	1-4-800-00-00-00	SS		1,277,501.00
8	12/31/2020	Surplus	1-4-900-00-00-00	SS		1,579,840.54
8	12/31/2020	Surplus	1-4-900-00-00-00	SS	1,277,501.00	
Adjust equity in TCA for debt principal repayments (\$1,277,501) and adjust equity in TCA to actual						
9	12/31/2020	Provincial Conditional Grants	1-1-840-00-52-10	160-4		
9	12/31/2020	Professional/General Services	1-2-240-00-52-50	160-4		
9	12/31/2020	Capital-Due From Other Funds	1-3-221-00-00-00	160-4		709,290.00
9	12/31/2020	Operating-Due To Other Funds	1-4-220-00-00-00	160-4	709,290.00	
9	12/31/2020	Capital Fund	1-4-805-00-00-00	160-4	709,290.00	
9	12/31/2020	Surplus	1-4-900-00-00-00	160-4		709,290.00
To record entry provided by the client						
10	12/31/2020	Internal Revenue - Equipment	1-1-402-03-31-10		104,399.28	
10	12/31/2020	Grounds Maintenance	1-2-254-00-12-20			10,918.48
10	12/31/2020	Grounds Maintenance	1-2-254-00-23-10			4,775.40
10	12/31/2020	Grounds Maintenance	1-2-254-00-64-31			8,973.68
10	12/31/2020	Grounds Maintenance	1-2-254-00-72-10			26,085.48
10	12/31/2020	Grounds Maintenance	1-2-254-00-72-30			53,646.24
To reverse internally generated revenue recorded in year						
11	12/31/2020	Capital Fund	1-4-805-00-00-00		3,283,467.34	
11	12/31/2020	Surplus	1-4-900-00-00-00			3,283,467.34
To adjust capital fund						
12	12/31/2020	Landfill Provisio (Recovery)	1-2-891-43-00	LL1	350,000.00	
12	12/31/2020	Cell Post/Closure Liab.	1-4-710-00-43-50	LL1		350,000.00
12	12/31/2020	Unfunded Post/Closure Liab	1-4-711-00-43-50	LL1		350,000.00
12	12/31/2020	Surplus	1-4-900-00-00-00	LL1	350,000.00	
To adjust landfill closure and post-closure provision						
					<b>9,793,830.79</b>	<b>9,793,830.79</b>

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Prepared by	Reviewed by	Partner
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**Town of Drayton Valley**  
**Year End: December 31, 2020**  
**Adjusting journal entries**  
**Date: 1/1/2020 To 12/31/2020**

Number	Date	Name	Account No	Reference	Debit	Credit
		Net Income (Loss)	1,044,213.62			

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Prepared by	Reviewed by	Partner
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**Town of Drayton Valley**  
**Year End: December 31, 2020**  
**Reclassifying journal entries**  
**Date: 1/1/2020 To 12/31/2020**

Number	Date	Name	Account No	Reference	Debit	Credit
R1	12/31/2020	Federal Capital Grant	1-5-830-41-10	30C-1		1,394,713.51
R1	12/31/2020	Provincial Capital Grant	1-5-840-00-42-30	30C-1	1,394,713.51	
To reclassify Federal portion of SCF - South Sanitary Trunk Sewer Twinning Project						
R2	12/31/2020	Year End Receivables	1-3-275-00-00-00	C-3-0		439,264.45
R2	12/31/2020	LOCAL IMPROVEMENT TAXES	1-3-280-00-00-00	C-3-0	439,264.45	
To reclassify Local Improvement Tax receivable						
R3	12/31/2020	Business License Receivable	1-3-203-00-00-00	C-2-0		51,921.00
R3	12/31/2020	Misc Trade Account Receivable	1-3-204-00-00-00	C-2-0	51,921.00	
Reclassify 1-3-203-00-00-00 so GL = Aged Trial Balance						
R4	12/31/2020	Local Government Grant - Com S	1-5-850-05-53-10		83,303.54	
R4	12/31/2020	DONATIONS	1-5-990-00-53-10			83,303.54
To reclassify specialized vehicle donation from DYNAMIC SPECIALTY VEHICLES LTD.						
R5	12/31/2020	Debenture Debt	1-4-310-00-10-00	N-3-1	5,940,327.33	
R5	12/31/2020	FCM LOAN	1-4-310-00-20-00	N-3-1		5,940,327.33
To reclass FCM loan from overall debenture debt.						
					<b>7,909,529.83</b>	<b>7,909,529.83</b>
<b>Net Income (Loss)</b>			<b>1,044,213.62</b>			

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**Town of Drayton Valley**  
**Year End: December 31, 2020**  
**Schedule of unadjusted errors**

Refno	Description	Assets	Liabilities	Equity	Income
<b>Unrecorded - factual</b>					
SUD 1	To accrue employer portion of	(13,466.37)	0.00	0.00	13,466.37
SUD 2	To write off property tax clearing	0.00	0.00	0.00	0.00
SUD 3	To write off CP-#299 - Greenspace	64,000.00	0.00	0.00	(64,000.00)
SUD 4	DELETED	0.00	0.00	0.00	0.00
SUD 5	To write off cost recovering from	(32,500.00)	0.00	0.00	32,500.00
SUD 6	To write off AHS receivable	(14,090.00)	0.00	0.00	14,090.00
SUD 7	To set up allowance against	(12,311.25)	0.00	0.00	12,311.25
SUD 8	To write off receivable from	0.00	0.00	0.00	0.00
SUD 9	To set up the full allowance	(102,712.00)	0.00	0.00	102,712.00
SUD 10	Record triple axle trailer	13,331.00	0.00	0.00	(13,331.00)
SUD 11	Capitalize demolition costs of old	44,351.00	0.00	0.00	(44,351.00)
SUD 12	To write off landfill ALT (Aerobic	(46,855.75)	0.00	0.00	46,855.75
SUD 13	Capitalize sound baffles	117,988.00	0.00	0.00	(117,988.00)
		<u>17,734.63</u>	<u>0.00</u>	<u>0.00</u>	<u>(17,734.63)</u>
<b>Understated/(Overstated)</b>		<u><b>17,734.63</b></u>	<u><b>0.00</b></u>	<u>0.00</u>	<u><b>(17,734.63)</b></u>

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**Town of Drayton Valley**

Year End: December 31, 2020

Unrecorded journal entries

Date: 1/1/2020 To 12/31/2020

Number	Date	Name	Account No	Reference	Debit	Credit
SUD 1	12/31/2020	UIC PAYABLE	1-4-230-12-10	J-2-3		2,899.12
SUD 1	12/31/2020	CPP PAYABLE	1-4-231-12-10	J-2-3		10,567.25
SUD 1	12/31/2020	Benefits	1-2-121-00-12-10	J-2-3	13,466.37	
To accrue employer portion of source deductions payable at year end						
SUD 2	12/31/2020	Property Tax Clearing	1-3-201-00-01-00	B-2-0		40,652.29
SUD 2	12/31/2020	Surplus	5-4-900-00-00-00	B-2-0	40,652.29	
To write off property tax clearing account						
SUD 3	12/31/2020	UNCOLLECTIBLE ACCTS-GEN ADMIN	1-2-990-00-12-10	C-3-0		64,000.00
SUD 3	12/31/2020	Year End Receivables	1-3-275-00-00-00	C-3-0	64,000.00	
To write off CP-#299 - Greenspace Conn - ACP Grant Receivable from Brazeau (Brazeau shows a payable balance of \$41,000~).						
SUD 4	12/31/2020	Misc Trade Account Receivable	1-3-204-00-00-00	C-2-1		
SUD 4	12/31/2020	Surplus	1-4-900-00-00-00	C-2-1		
DELETED						
SUD 5	12/31/2020	UNCOLLECTIBLE ACCTS-GEN ADMIN	1-2-990-00-12-10	C-2-0 PG 10	32,500.00	
SUD 5	12/31/2020	Misc Trade Account Receivable	1-3-204-00-00-00	C-2-0 PG 10		32,500.00
To write off cost recovering from Chandos - reimbursement from risk pool for the de-sludging of the stilling basin) in 2019 (this is in dispute per discussion with the client in 2020)						
SUD 6	12/31/2020	UNCOLLECTIBLE ACCTS-GEN ADMIN	1-2-990-00-12-10	C-2-0 PG 10	14,090.00	
SUD 6	12/31/2020	Misc Trade Account Receivable	1-3-204-00-00-00	C-2-0 PG 10		14,090.00
To write off AHS receivable regarding the Town's fire department service						
SUD 7	12/31/2020	UNCOLLECTIBLE ACCTS-GEN ADMIN	1-2-990-00-12-10	C-2-0 PG 4	12,311.25	
SUD 7	12/31/2020	Allow. For Doubtful M/H Accts	1-3-225-00-00-00	C-2-0 PG 4		12,311.25
To set up allowance against 1242107 Alberta Ltd.						
SUD 8	12/31/2020	Misc Trade Account Receivable	1-3-204-00-00-00	C-2-1		145,474.88
SUD 8	12/31/2020	Surplus	1-4-900-00-00-00	C-2-1	145,474.88	
To write off receivable from Brazeau mostly related to 2016 WTP						
SUD 9	12/31/2020	Excess Collection Expense	1-2-990-02-97-00	C100	102,712.00	
SUD 9	12/31/2020	Allow. For Doubtful M/H Accts	1-3-225-00-00-00	C100		253,000.00
SUD 9	12/31/2020	Surplus	1-4-900-00-00-00	C100	150,288.00	

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**Town of Drayton Valley**

Year End: December 31, 2020

Unrecorded journal entries

Date: 1/1/2020 To 12/31/2020

Number	Date	Name	Account No	Reference	Debit	Credit
To set up the full allowance against the Valley Power Corp. (last year we did not as there was a purchase offer on the table at the time of the 2019 yearend audit - \$140,000~).						
SUD 10	12/31/2020	Supplies	1-2-510-00-31-20	31		13,331.00
SUD 10	12/31/2020	Machine & Equip-Trans-Comm	1-3-630-00-31-00	31	13,331.00	
Record triple axle trailer (Flaman) as TCA						
SUD 11	12/31/2020	Repairs & Maintenance	1-2-250-00-72-30	72		44,351.00
SUD 11	12/31/2020	Buildings-Recreation	1-3-620-00-72-00	72	44,351.00	
Capitalize demolition costs of old ball diamond which was demolished to build new aquatic centre on						
SUD 12	12/31/2020	Professional/General Services	1-2-240-00-43-10	U9 ROW 32	46,855.75	
SUD 12	12/31/2020	Eng Struct-Awma	1-3-610-00-43-50	U9 ROW 32		122,852.96
SUD 12	12/31/2020	Surplus	5-4-900-00-00-00	U9 ROW 32	75,997.21	
To write off landfill ALT (Aerobic landfill technology) feasibility study.						
SUD 13	12/31/2020	Professional/General Services	1-2-240-00-64-31	61		117,988.00
SUD 13	12/31/2020	Buildings - Cetc	5-3-620-00-10-00	61	117,988.00	
Capitalize sound baffles						
					<b>874,017.75</b>	<b>874,017.75</b>
<b>Net Income (Loss)</b>			<b>1,061,948.25</b>			

4/14/2021  
2:00 PM

Prepared by	Reviewed by	Partner
CP 3/13/2021		PJD 3/15/2021

163-1

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION

<b>SUBJECT:</b>	<b>Request to Waive Building Permit and Off-site Levy Fees Drayton Valley and Brazeau Aquatic Centre</b>
<b>MEETING:</b>	April 21, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Lowani Mubanga Planning and Development Officer

### 1. PROPOSAL AND BACKGROUND:

The Development Permit application for the Drayton Valley and Brazeau Aquatic Centre received approval and the next steps are to obtain Fire Safety Plan approval from the Fire Department, a Roadside Development Permit from Alberta Transportation, and a Building Permit from the Town of Drayton Valley via the Inspections Group. The IPD Team/Chandos submitted a request for Council approval to have Administration waive the Building Permit and Off-site Levy fees for the proposed Drayton Valley and Brazeau Aquatic Centre. A report was presented at the March 3<sup>rd</sup> Governance and Priorities meeting, where committee discussed the request.

Building Permit fees are charged for all projects in Town that require a Building Permit, including Town owned projects. As per the 2021 Interim Fee Schedule (**Attachment 1**), Building Permit fees are calculated as \$9 per \$1000 of construction value plus a 4% Safety Codes levy on the fees (subject to a minimum of \$4.50 and a maximum of \$560). The construction value (Materials, labour and all associated fees) of the Aquatic Centre is **\$21,936,935**, and therefore the Building Permit fees are **\$197,432.42** plus a **\$560** Safety Codes levy, for a total of \$197,992.42. As the Town's accredited service provider for the Building Discipline, the Inspections Group charges service fees (for plans review, Building Permit issuance and inspections) back to the Town amounting to an estimated cost of **\$1810.80** which includes a 20% contingency on the actual estimated cost (\$1509). The amount the Town pays back to the Inspections Group comes out of the revenue collected for the Building Permit. Policy PD-01-13 (Development and Building Permit costs for Town projects and projects receiving Town contributions) allows the Planning and Development flexibility in waiving the Development Permit and Building Permit fees. While Sections one and two of Policy PD-01-13 (**Attachment 2**) are written to state that "the Building Permit fees should be built into the project cost as they will not be waived", Administration interprets this as indicating the out-of-pocket costs paid to a third party (in this case, the Inspections Group and the Alberta Safety Codes Council) cannot be waived by Planning and Development. If the amount paid to The Inspections Group and Safety Codes Council are waived, they must come from Community Services Department's budget.

Furthermore, as per the Town Off-site Levy Bylaw 2008/14/E (**Attachment 3**), new developments are to be charged Off-site Levy fees based on the standard rated single family residential water demand of 300 gallons per day per dwelling. These fees are \$1840 per dwelling for water infrastructure and \$1056 per dwelling for sewer infrastructure, giving us a total of \$2896 per

dwelling. Fees for other types of developments such as commercial and industrial, are derived as multiples of the single-family residential levy unit. The Off-site Levy fees for the Drayton Valley and Brazeau Aquatic Centre, based on the 355-person total occupant load are **\$17,134.67**. As Off-site Levy Bylaw 2008/14/E does not speak to Town projects, Administration's view is that Off-site Levies for such projects apply, unless specifically waived by Council.

Since the initial awarding of the project, there have been factors affecting the budget of this project. Impacts of COVID-19 and other factors have resulted in an increased cost of building materials and labour. As such, the IPD Team/Chandos requires some fees to be waived to help offset some of the cost implications resulting from the above-mentioned factors. Waiving of these fees will free up some funds which may be allocated elsewhere. The fees were budgeted for in the advertised tender amount, but the impacts of COVID-19 and resulting costs have placed heavy constraints on the budget.

The table below summarizes the fees described above:

Fee Type	Building Permit (A)	Safety Codes Levy (B)	Off-site Levy (C)	Inspections Group Service (D)	Total Fees (E)	Project Savings (F)
<b>Total</b>	\$197,432.42	\$560.00	\$17,134.67	\$1,810.80 (part of A)	\$215,127.09 (A+B+C)	
<b>Total after fees waived</b>	\$0.00	\$560.00	\$0.00	\$1,810.80	\$2,370.80 (B+D)	\$212,756.29 (E-F)

## 2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

While Administration can waive a significant portion of the Building Permit fees, Policy PD-01-13 prevents the amount provided to the Inspections Group and the Safety Codes Council from being waived as these are out-of-pocket costs to the Town that shall be paid for by the department applying for the project.

Although approximately \$2,370.80 would still be payable by the Community Services Department, waiving the Building Permit fees and Off-Site Levies will result in project savings of approximately **\$212,756.29**.

## 3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	Yes	<i>Municipal Government Act</i> ,  Sections 630.1 (grants Councils the authority to establish and charge fees for planning and development matters), 648.1.a (allows Council to impose and charge a levy on new developments and subdivisions), 648.1.b (allows for an



		agreement to be entered into for the purposes of levy payment), 648.1.(1-3) (allows for any person to appeal any provisions of an off-site levy bylaw, lays out the grounds by which an appeal may be made and the appeal process)
Municipal Bylaws	Yes	<p>Town of Drayton Valley Land Use Bylaw <b>2020/12/D</b>, Section 2.19.b.i (Conditions for development may include that the applicant pays an off-site levy or redevelopment levy imposed by bylaw).</p> <p>Town of Drayton Valley Off-site Levy Bylaw <b>2008/14/E</b> – requires that off-site levy fees be collected for new developments that place a heavier demand on water and sewer infrastructure resulting in expansion/replacement costs. New developments assume a share of the cost of these expansions/replacements and a method to determine the off-site levy fees is shown in Schedules A and B of the Bylaw.</p>
Municipal Development Plan	Yes	<p>Section 2.3.2 – pertaining to sewer service “The owner must pay the full cost of connection, including the off-site costs incurred by the Town.”</p> <p>Section 2.3.4 – pertaining to water service “The owner must pay the full cost of connection, including the off-site costs incurred by the Town.”</p>
Sustainability Vision 2019-2021	N/A	None
Town of Drayton Valley Strategic Plan 2019-2021	N/A	None
Fee Schedules	Yes	2021 Interim Fee Schedule - requires that Building Permit fees be charged for developments that require a Building Permit.
Other Plans or Policies	N/A	Development and Building Permit costs for Town Projects and projects receiving Town contributions (PD-01-13)-

**4. POTENTIAL MOTIONS:**


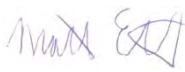

- A. That Council approves the request to waive the Building Permit and Off-site Levy fees only (minus the Inspections Group Service fees and Safety Codes Levy fees).
- B. That Council approves the request to waive the Building Permit and Off-site Levy fees, as well as waive the Inspections Group Service fees and Safety Codes Levy fees.
- C. That Council refuses the request to waive the fees, with reasons.
- D. Council directs Administration in an alternative way.

**5. RECOMMENDATION**

Administration recommends Option A, that Council waive Building Permit and Off-site Levy fees only (minus the Inspections Group Service fees and Safety Codes Levy fees).

**6. ATTACHMENTS:**

- 1. 2021 Interim Fee Schedule**
- 2. Development and Building Permit costs for Town Projects and projects receiving Town contributions (PD-01-13)**
- 3. Off-site Levy Bylaw 2008/14E**

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

**ATTACHMENT 1**  
**2021 ITERIM FEE SCHEDULE**

## 1.0 ADMINISTRATION

\*Fees may change during the year as mandated by Council

## 1.1 LICENSES / SERVICES - GST EXEMPT

NSF Cheque Charges	50.00
FOIP fees and fee estimates	Per FOIP Regulation (Schedule 2)

## 1.2 PAPER SERVICES - GST INCLUDED

Photocopying	Black & White	Colour
8.5 x 11 paper	0.25	1.00
8.5 x 14 paper	0.25	1.00
11 x 17 paper	1.00	1.50
<b>Fax</b>		
Incoming	first page	1.00
Outgoing	first page	2.00
Additional pages	additional pages	0.25

## 1.3 PROMOTIONAL ITEMS - ADD GST

<b>Town Pins</b>	
Logo	2.00 each
Icon	2.00 each
Crest	2.50 each
Chain of Office	3.00 each
Chain of Office Full Set	10.00 set of four

## 1.4 ELECTRONIC SIGN - ADD GST

	Day	Week
Commercial / All Other Users	35.00	225.00
<b>NOTE: Charities and Not-For-Profit organizations are eligible for free advertising.</b>		

## 1.5 ROOM RENTALS - ADD GST

Conference Room # 1	40.00 / half day or 70.00 / day
Conference Room # 2	40.00 / half day or 70.00 / day
Projector- LCD (In-house only)	40.00 / hour or 200.00 / day
Council Chambers	70.00 / half day or 120.00 / day

## 1.6 TAX RECOVERY - GST EXEMPT

Proceedings Fee	80.00
Tax Certificate	25.00
Tax Search	10.00
<b>Assessment Appeal Filing</b>	
Residential 3 or fewer dwellings & farmland	50.00
Residential 4 or more dwellings	300.00
Non-residential (assessed value under \$2 million)	300.00
Non-residential (assessed value over \$2 million)	650.00

## 1.7 ANIMAL CONTROL - DOG - GST EXEMPT

Licence - Spayed Female and/or Neutered Male	25.00 / year
Licence - Male or Female Animals	75.00 / year
Nuisance Dog	150.00 / year
Impound Fees	25.00 first day; 20.00/day thereafter
Pregnant	15.00 extra
<b>Dewormer Treatment:</b>	
11 - 20 lbs	15.00
21 - 40 lbs	25.00
41 - 70 lbs	35.00
71+ lbs	45.00
Earmite Treatment	25.00
Destruction of Animal	Amount Expended
Veterinary Fees	Amount Expended
Adoption Fees	50.00
Replacement Tag	5.00

**1.8 ANIMAL CONTROL - CAT - GST EXEMPT**

Licence - Spayed Female and/or Neutered Male	15.00 / year
Licence - Male or Female Animals	45.00 / year
Impound Fees	25.00 first day; 15.00/day thereafter
Pregnant	5.00 extra
Dewormer Treatment	10.00
Ear Mite Treatment	15.00
Destruction of Animal	Amount Expended
Veterinary Fees	Amount Expended
Adoption Fees	50.00
Replacement Tag	5.00

**NOTE: If during the course of the year for which a breeding animal license has been issued, proof of spay or neuter of the licensed animal, in a form acceptable (ie. veterinarian receipt), is provided to the Town, the Town shall reimburse the owner the monetary difference of an altered animal license versus a breeding animal license.**

**1.9 ANIMAL CONTROL - BIRD - GST EXEMPT**

Impound Fees	25.00 first day; 5.00/day thereafter
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**1.10 BUSINESS LICENSES - GST EXEMPT**

Transfer of ownership or change of name	30.00
Transfer of business location	60.00
Hawker / Peddler	500.00 / year
Hawker / Peddler	100.00 / day
Local Business	100.00 / year (50.00 after July 1st)
Rural resident (within 5m radius of town boundary)	200.00 / year (100.00 after July 1st)
Non-resident (outside of 5m radius of town boundary)	375.00 / year (187.50 after July 1st)
Home Occupation	100.00 / year (50.00 after July 1st)
Adult Business	1,250.00 / year (625.00 after July 1st)
Cannabis Retail Store	500.00 / year (250.00 after July 1st)
Cannabis Counselling Services	100.00 / year (50.00 after July 1st)

**2.0 AIRPORT****2.1 HANGAR LEASES - ADD GST**

Private	1.10 / sq. m.
Commercial	1.50 / sq. m.
Hay Lease	45.00 / acre

**3.0 BUILDING & DEVELOPMENT****3.1 PERMITS - GST EXEMPT**

Residential Developments	Development	Building
1 - 4 Dwelling Units (Single family homes, duplexes, triplexes and fourplexes) including modular/mobile/manufactured homes	200.00	Total square footage of all floors x 0.60
5+ Units (Apartment Buildings and Townhouses)	400.00 for 1st unit + 500.00/unit thereafter	9.00 per 1,000 construction value
Deck / patio / balcony - over 2 feet from the ground	30.00	60.00
Portable carports/garages	50.00	60.00
Retaining wall 4' & over	25.00	50.00
Secondary Suite	30.00	60.00
Basement development	30.00	60.00
Detached garage/carport	100.00	100.00
Shed, greenhouse, playhouse, etc.	50.00	(over 110 sq. ft.) 50.00
Permanent hot tub or pool	25.00	50.00
<b>Commercial Developments</b>		
Principle Building & Secondary Use Buildings	400.00	9.00 per 1,000 construction value
Detached garage, shed, storage building	100.00	9.00 per 1,000 construction value
Retaining wall 4' & over	25.00	50.00

Signs - permanent	60.00	60.00
Signs - temporary	25.00	50.00
Demolition / moving	75.00	100.00
Excavation, tree removal, top soil stripping, site preparation and/or service installation	300.00	N/A
As-built penalty- residential and commercial/industrial	Double the permit fees up to a maximum of \$5,000.00	
<b>NOTE: 4% Safety Code fee is applied to all Building Permits, in addition to the permit fee (minimum of \$4.50 and a maximum of \$560.00).</b>		
<b>Refund of Building Permit Fees - If the construction does not begin within 120 days from the date of the permit issued or the project is abandoned. The applicant can apply for a refund for the portion of the building permit. Non Refundable Fee: 15% of assessed permit fee or minimum of \$25.00 (whichever is higher).</b>		
<b>A fee will be charged for an amendment to an application received during the Development Officer's consideration of the original Development/Building Permit Application submitted. This fee will be levied at the discretion of the Development Officer, but in no case will it exceed the original permit application fee.</b>		
<b>A fee similar to that charged for the original Permit will be levied for any amendments to a Development/Building Permit Application received after issuance by the Development Officer, as such amendment will be deemed a new application.</b>		
<b>For commercial developments, the Applicant shall provide the fair market "construction value" on its application. If in the opinion of the Development Officer the "construction value" entered on the application appears low, the Development Officer shall have the right to amend the "construction value" of the development to its fair market value.</b>		

**3.2 FEES - GST EXEMPT**

Discretionary Use Notification fee	200.00
Time Extension Application for Development Permit	100.00
Compliance Certificate - 3 working days (expedited)	200.00
Compliance Certificate - 7 working days (standard)	100.00
LUB Amendment (Text Amendment or Re-zoning)	800.00
LUB Amendment (Direct Control District)	1000.00
ASP Adoption Application	1000.00
ASP Amendment Application	800.00
Subdivision - Lot Creation (3 lots or less)	950.00 base application + 100.00 per new lot + 100.00 endorsement fee per lot (endorsement fee paid at time of registration)
Subdivision - Lot Creation (4 lot +)	1,000.00 base application fee + 200.00 per lot + 200.00 endorsement fee per lot (endorsement fee paid at time of registration)
Subdivision - Lot addition/boundary adjustment	1,000.00 flat fee + 100.00 endorsement fee (endorsement fee paid at time of registration)
Subdivision - Separation of Title	800.00 flat fee + 100.00 endorsement fee (endorsement fee paid at time of registration)
Variance Application Fee	75.00 if variance is within 30% considered by Development Officer. 200.00 if variance is greater than 30% and is considered by Council.
Preparation of Development Agreement	1,000.00
Preparation of Easements, Encroachment Agreements, Caveats, Rights-of-way and other agreements	200.00 per agreement (Town prepares & registers agreement) 50.00 (Applicant's lawyer prepares & registers agreement)
Discharges	50.00
Road Closure Application	500.00
Non-statutory Public Hearing or Open House	300.00
Development Appeal	300.00
Bylaw Amendment	1000.00
Copies of Land Use Bylaw, Minimum Design Standards	40.00
File Search (not including Environmental Search)	75.00
File Search (including Environmental Search)	155.00
Extensive File Search (not including Environmental Search)	150.00
Extensive File Search (including Environmental Search)	230.00
Rush file search fee	Double the standard fee noted above
<b>NOTE: Miscellaneous services shall be charged on a per case basis at the discretion of the Development Officer.</b>	
<b>All file search requests must be submitted in writing (fax, delivery and e-mail are acceptable). Processing time is 2 - 3 business days and rush requests are 1 business day.</b>	

**3.3 MAPS - GST EXEMPT**

Printed Wall Map - Address	42" x 56"	35.00
<b>NOTE: Minimum 48 hours notice for printed requests and a minimum 24 hours notice for digital requests.</b>		

**4.0 CEMETERY****4.1 CEMETERY - ADD GST**

	<b>Resident</b>	<b>Non-Resident</b>
Adult	450.00	625.00
Adult - Perpetual Care	173.00	216.00
Child	300.00	375.00
Child - Perpetual Care	103.00	130.00
Infant	200.00	250.00
Infant - Perpetual Care	69.00	88.00
Cremation Plot	300.00	375.00
Cremation Plot - Perpetual Care	103.00	132.00
Veteran	140.00	176.00
Veteran - Perpetual Care	69.00	88.00
Collumbarium Niche- includes plaque first opening/closing during normal business hours weekdays	1290.00	1365.00
Collumbarium additional plaque	237.50	312.50
Collumbarium perpetual care	75.00	105.00

**4.2 OPENING AND CLOSING - ADD GST**

	<b>Summer</b>	<b>Winter</b>
Adult	550.00	750.00
Adult - Weekends, holidays and after 4 pm	750.00	950.00
Child	300.00	375.00
Infant	200.00	275.00
Cremated remains (cremation plot)	250.00	450.00
Cremated remains - Weekends, holidays and after 4 pm (cremation plot)	350.00	550.00
Collumbarium niche second open/close - Weekdays prior to 4pm	100.00	100.00
Collumbarium niche second open/close - Weekends, holidays and after 4pm	200.00	200.00
Scattering of ashes	200.00	200.00

**4.3 MISCELLANEOUS - ADD GST**

Concrete vault	690.00 or Cost + 10%, whichever is greater
Disinterment	370.00
Monument Permit Fee	40.00

**5.0 OMNIPLEX****5.1 ARENA FEES - GST INCLUDED \***

	<b>Jan - Apr</b>	<b>Aug - Dec</b>
<b>Public Skating</b>		
All ages	Free	TBD
<b>Senior Skate</b>		
55+	Free	TBD
<b>Kid Skate (Ages 5 and under)</b>		
Drop in (per child)	3.00	TBD
<b>Shinny Practice (Ages 12 and under)</b>		
Drop in (per child)	3.00	TBD
<b>Shinny Game (Ages 13 - 18)</b>		
Drop in (per child)	4.50	TBD
<b>Morning &amp; Noon Hockey (Ages 19 and up)</b>		
Drop in (per adult)	6.00	TBD
Season Pass (per adult)	96.00	TBD
<b>Women's Noon Hockey (Ages 19 and up)</b>		
Drop in (per adult)	6.00	TBD
Season Pass (per adult)	63.00	TBD
<b>NOTE: Rental agreement rates are based on the year the rental agreement is signed.</b>		

**5.2 ICE RENTAL RATES - ADD GST (HOURLY RATE) \***

<b>Youth -under 18 yrs.</b>		<b>Jan - Apr</b>	<b>Aug - Dec</b>
Prime Rate (3pm-12am weekdays, and all day weekends)	per hour	94.25	TBD
Non-prime Rate (weekdays only 6am-3pm)	per hour	67.00	TBD
<b>Adult Sports</b>			
Prime Rate (3pm-12am weekdays, and all day weekends)	per hour	171.75	TBD
Non-prime Rate (weekdays only 6am-3pm)	per hour	120.50	TBD
<b>Group (adult &amp; youth)</b>			
Prime Rate (3pm-12am weekdays, and all day weekends)	per hour	131.50	TBD
Non-prime Rate (weekdays only, 6am-3pm)	per hour	92.00	TBD
<b>Schools</b>			
Hourly Rate (weekdays only, 8am-3pm)	per hour	59.25	TBD
<b>Thunder - Practice</b>			
Prime Rate (3pm-12am weekdays, and all day weekends)	per hour	109.50	TBD
Non-prime Rate (weekdays only 6am-3pm)	per hour	76.75	TBD
<b>Thunder - Games &amp; Camps</b>			
Games	per hour	159.75	TBD
Camps	per hour	109.50	TBD

**5.3 OMNI I & II - ADD GST \***

<b>Daily Rates</b>	<b>Adult (19+)</b>	<b>Non-Profit</b>	<b>Youth/Senior</b>
Omni I PAD with lobby	978.50	782.75	587.00
Omni II PAD with lobby	927.00	741.50	556.25
Omni I lobby	150.00	150.00	150.00
Omni II lobby	200.00	200.00	200.00
Omni I & II lobby	250.00	250.00	250.00

<b>Hourly Rates</b>	<b>Adult (19+)</b>	<b>Non-Profit</b>	<b>Youth/Senior</b>
Omni I or II PAD with lobby (4 hour max)	92.75	74.25	55.65
Omni I lobby (4 hour max)	20.00	20.00	20.00
Omni II lobby (4 hour max)	25.00	25.00	25.00
<b>Nerf</b>			
Birthday Party			85.00

**5.4 OMNI III - PAD/LOUNGE/KITCHEN/MEETING ROOM - ADD GST \***

<b>Daily Rates</b>	<b>Adult (19+)</b>	<b>Non-Profit</b>	<b>Youth/Senior</b>
Lounge - Kitchen not included	345.00	275.00	206.00
Lounge - Kitchen included	495.00	395.00	297.00
Kitchen - Lounge not included	200.00		122.00
Meeting Room	85.00		51.50
Omni III PAD	582.00	465.00	350.00
PAD, Kitchen and Lounge	927.00	741.00	556.00
<b>Hourly Rates</b>			
Lounge - Min 2hr, Max 4hr - Kitchen not included	55.00		35.00
Meeting Room - 4 hour rental	55.00		35.00
Omni III PAD - 4 hours max.	69.00	55.00	42.00

**5.5 ADDITIONAL ITEMS - ADD GST \***

		<b>Non-Profit</b>	<b>Regular</b>
Coffee service - Pot	per pot		15.00
Coffee service - Urn Set (on-site only)	per set		50.00
Coffee urn (urn only, on-site only)	per unit	10.00	12.00
Corkage	per can		1.00
Cow wash bay	per animal		25.00
Delivery/pick-up of equipment (in-town only)	per trip		55.00
Draping - 4'	per drape		1.60
Draping - 8'	per drape		2.40
Extra cleaning	per hour		40.00
Fridge - Daily rate	daily		25.00
Horse riding	rider/per hour		15.00
Lobby extra setup (For any additional setup over the standard 2 tables & 8 chairs for	per hour		40.00
Metal stage	per section		22.00
Overnight staff (per person/per hour)	per hour		40.00



Power box - Daily rate	per unit	26.00
Projector and screen - Daily rate	per unit	50.00
Projector Screen 8' (on-site only)	per unit	15.00
Running your own bar (no glassware included)	daily	150.00 200.00
Table skirting	per skirt	3.75
Tables - Daily rate	per table	7.50 9.00
Ticket booths	per unit	26.75

**NOTE: Additional items shall be charged based on fee schedule rates in the year the event takes place.**

#### 5.6 GYMNASIUM - ADD GST \*

	Adult (19+)	Non-Profit	Youth/Senior
Boxing - Daily	160.00	133.00	106.00
Boxing - Hourly (4 hour max)	42.00	37.00	26.50
Boxing Club -Hourly Rate	Contract basis		

#### 5.7 ICE ADVERTISING - ADD GST \*

Display case Omni I - Lobby	per month	200.00
Omni II advertisement 3' x 4' - Prime	per year	525.00
Omni II advertisement 3' x 4' - Non Prime	per year	265.00
Omni II advertisement 3' x 8' - Prime	per year	950.00
Omni II advertisement 3' x 8' - Non Prime	per year	525.00

#### 5.8 OMNIPLEX - OTHER SERVICES \*

<b>Tunnel 2</b>		
Lockers in Ref Rooms and Change area per year		25.00
Cages 1 to 16 per year per cage		100.00
Cage 17 per year per cage		150.00
Cage 18 per year per cage		125.00
Wooden Storage Cabinets 19 to 22 per cabinet per year		25.00
<b>Tunnel 1</b>		150.00
<b>Rental Spaces - Pro shop or Concession</b>		Contract basis
<b>Photocopying - GST Included</b>		
Black & White	per page	0.25
Colour	per page	1.00
<b>Fax - GST Included</b>		
Incoming	first page	1.00
Outgoing	first page	2.00
Additional pages	additional pages	0.25
Whiteboard Paper Pad (GST included)	per pad	40.00

#### 6.0 PARK VALLEY POOL

#### 6.1 POOL FEES - GST INCLUDED \*

Pool	Adult (19+)	Student/Senior	Preschool	Family
Yearly	404.50	248.25	120.50	495.50
6 Months	284.25	174.00	84.50	347.00
3 Months	182.00	112.00	54.50	223.25
Monthly	67.75	42.50	20.25	83.00
PAP Yearly (monthly pre-authorized payment, one year contract)	39.50	25.50		50.00
PAP Monthly (monthly pre-authorized payment, no contract)	56.00	36.00		70.50
10 Visit Punch Pass	58.00	39.50	27.75	139.00
Drop-in	6.50	4.50	3.25	15.50
<b>Combined Pass (Pool and Fitness Centre)</b>				
Yearly	551.00	367.75		1,179.50
6 Months	386.25	257.50		824.00
3 Months	248.25	165.00		530.50
Monthly	92.50	62.00		196.25
PAP Yearly (monthly pre-authorized payment, one year contract)	55.50	37.00		117.00
PAP Monthly (monthly pre-authorized payment, no contract)	78.25	53.00		167.00

**6.2 PROGRAM FEES - GST EXEMPT \***

<b>Program Fees - 10 Lessons</b>		
Starfish - Up to 12 Months		48.50
Ducks - Up to 24 Months		48.50
Seaturtle - Up to 36 Months		48.50
Seaotters - 3 to 5 years		63.00
Salamander, Sunfish, Crocodile, Whale - 3 to 5 years		48.50
Levels 1 to 6 - 5 and up		48.50
Levels 7 to 10 - 5 and up		63.00
Adult Lessons		63.00
Private lessons (per half hour)		36.00
Administrative Fee		10.00
School lessons (during school hours) (per child)		29.50
<b>Lifeguard Club</b>		
Recreational JLC Wednesday Only (September to December)		258.00
Recreational JLC Full Year (September to April)		345.00
Competitive JLC Full Year (September to April)		690.00
Competitive JLC PAP Option (September to April)		98.57
Dolphins - 1 day a week (September to December)		85.00

**6.3 FITNESS PROGRAMS - GST INCLUDED \***

	<b>Arthritic/65+/Disabled</b>	<b>Aquapump</b>
Yearly	392.75	421.25
6 Months	276.00	295.00
3 Months	176.75	189.75
Monthly	65.75	70.50
PAP Yearly (monthly pre-authorized payment, one year contract)	39.50	47.50
PAP Monthly (monthly pre-authorized payment, no contract)	56.00	59.50
10 Visit Punch Pass	55.75	79.00
Drop-in	6.25	8.75

**6.4 RENTAL RATES - GST INCLUDED \***

Preschool Area (includes hot tub and sitting area)	per hour	39.50
Birthday Bash (during public swim, up to 11 swimmers, includes sitting area)	two hours	65.00
Whole Pool Rental	per hour	236.00
Extra Lifeguards	per hour	37.00
<b>Swim Clubs</b>		
Whole Pool Rental	per hour	90.00
5 Lanes	per hour	55.75
4 Lanes	per hour	52.75
3 Lanes	per hour	49.75
2 Lanes	per hour	47.00
1 Lane	per hour	43.50

**7.0 PUBLIC GROUNDS****7.1 WEST VALLEY PARK - ADD GST**

Rodeo Grounds (day rate)	250.00
Midway Area (day rate)	250.00
Parking lot area equal to or less than 150 spaces (day rate)	250.00
Parking lot area - Large Area (with exception of Fitness Centre parking) (day rate)	500.00
<b>NOTE: CAO has the discretion to make adjustments as necessary with respect to the parking lot large area fee.</b>	

**7.2 CAMPGROUNDS - GST INCLUDED**

	<b>Per Day</b>
Full service site (30 amp)	44.00
Full service site (50 amp)	47.00
Unserviced	20.00
WIFI - Basic	Included
WIFI - Extended Service (daily fee)	8.00
WIFI - Extended Service (monthly fee)	200.00
<b>NOTE: All fees listed include a 3% Destination Marketing Fee.</b>	

**7.3 BALL DIAMONDS AND SOCCER FIELDS**

<b>Practice/Game/Tournament</b>	
Youth (person / per season)	4.50
Adult (person / per season)	7.00
<b>Bookings</b>	
Weekday use (per diamond/field)	25.00
Weekend use - Friday/Saturday/Sunday (per diamond/field)	50.00
Washrooms at West Valley Park	60.00
Bleacher rental (per bleacher/per day) - West Valley Park only	60.00
Extra cuts/maintenance (per diamond/field)	50.00
Extra cleaning cost (per person/per hour)	40.00
<b>NOTE: User groups minor ball, slow pitch &amp; soccer.</b>	
<b>Cleanup deposit equal to the rental fee.</b>	

**8.0 CLEAN ENERGY TECHNOLOGY CENTRE****8.1 EVENT SPACE BOOKING FEES - ADD GST**

<b>Meetings, Training Sessions, Lectures, Open Houses</b>	<b>Non-profit/Youth</b>		<b>Regular</b>
Weekday - Half Day (max. 6 hours)	405.00		450.00
Weekday - Full Day	585.00		650.00
Weekend - Full Day	1350.00		1500.00
<b>Special Events, Weddings, Private Parties</b>			
Weekday or Weekend - Full Day (8am - 2am)	1350.00		1500.00
<b>NOTE: All booking fees are due when date of booking is confirmed.</b>			
<b>Rental agreement rates are based on the year the rental agreement is signed.</b>			

**8.2 ROOM BOOKING FEES - ADD GST**

Classroom	per day	100.00
Board Room	per day	100.00
Corridor	per day	100.00
Staff Charge for evenings and weekends		35.00 (per hour/per staff)

**8.3 FACILITY RENTALS & EXTRA SERVICES - ADD GST**

Kitchen Rental - Caterer		200.00
Kitchen Supervisor	hourly	45.00
Coffee & Tea Service		75.00 (per day/per station)
Linens	each	12.00
Setup Day Before or Take (min. of 2 hrs, max. of 4 hrs)	hourly	40.00
Staff Charge - Extra Setup/Take Down		35.00 (per hour/per staff)
Staff Charge - Extra Cleaning/Custodial		35.00 (per hour/per staff)
Staying past 2:00 am		Penalty of full day rate charged
Damage Fee		Same as booking fee

**9.0 PUBLIC WORKS****9.1 PUBLIC WORKS - ADD GST**

Subcontractor Invoices / Materials / Supplies		Cost + 10%
Snow Hauling Permit		58.00 / season / per truck
Equipment and service rates		Per Alberta Road Builder Rates
Rural Residential Snow Clearing		Per current Alberta Road Builder Rates (min. 25.00)
Dust suppressant -2nd application		150.00
Snow Disposal Site Permit		100.00

**9.2 VEHICLE IMPOUNDMENT - ADD GST**

First 24 hours or part thereof		35.00
Charge for next 24 hrs. or part thereof		30.00
Vehicle Removal Charge		Towing + 10%

**10.0 EARLY CHILDHOOD DEVELOPMENT CENTRE****10.1 CHILDCARE SERVICES - GST INCLUDED**

	Jan - Mar	Apr - Dec
Registration fees	65.00	65.00
12 - 18 months (per month)	550.00	1100.00
19 - 36 months (per month)	550.00	1050.00
3 - 4.5 years (per month)	550.00	1000.00
4.5 years and up (per month)	550.00	1000.00
Drop-in Care (per day)	25.00	60.00
<b>NOTE: Children registered as full time, as defined in the Parent Handbook, will be charged for all days booked including Statutory Holidays. No reduction in fees of exchange of days for care is allowable for temporary absences due to illness, vacation professional development day closures or statutory holidays.</b>		

**11.0 MACKENZIE CONFERENCE CENTRE****11.1 RENTAL RATES - ADD GST \***

	Regular	Non-profit
Full Hall - weekday	550.00	440.00
Full Hall - weekend day (Fri, Sat & Sun)	800.00	640.00
Half Hall - weekday	450.00	360.00
Half Hall - weekend day (Fri, Sat & Sun)	600.00	480.00
Additional staff / bartenders (per person)	per hour	22.00
Coffee/tea service (1 urn of each)	per set	50.00
Corkage (per can)		1.00
Flip-chart paper (per pad)		40.00
Juice	per litre	4.00
Kitchen Rental	per day	200.00
Kitchen Supervisor	per hour	30.00
MCC provided Bar Service		Minimum of 500.00
Meetings (up to 50 people - Min 2 hr., Max 4 hr.)	per hour	125.00
Polishing cutlery and or glassware (two weeks notice prior to event required)	per hour	40.00
Portable stage	per section	22.00
Running your own bar (glassware, portable bar x2 & fridge x2 included)		250.00
Setup day before or take down (max 4 hr.)	per hour	40.00
Use of additional projectors	per day	100.00
<b>NOTE: Weekday (Monday - Thursday), Weekend (Friday - Sunday).</b>		
<b>Booking Fees are equal to the rental rate, must be paid in advance to confirm bookings, and are non-refundable.</b>		
<b>Rental agreement rates are based on the year the rental agreement is signed.</b>		

**12.0 FIRE SERVICES****12.1 OPERATIONS - GST INCLUDED**

Gelco 100 per kg	46.00
Gelco 200 per kg	70.00
Foam - per pail	105.00
Fireworks permits	10.00

**12.2 SPECIAL OPERATIONS - APPARATUS\* - GST INCLUDED**

381 Command Truck - per hour	185.00
382 Command Truck - per hour	185.00
351 Aerial Apparatus - per hour	630.00
342 Pumper - per hour	630.00
331 Rescue -per hour	630.00
<b>*Includes staffing</b>	

**12.3 FIRE INSPECTION REPORT - GST INCLUDED**

Lawyer or Realtor Agency request	80.00
Occupancy Load Certification	80.00
Environmental scans	80.00

**12.4 FIRE REPORTS - GST INCLUDED**

Insurance company requests	80.00
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**12.5 FALSE ALARMS - GST INCLUDED**

First false alarm within a year	80.00
Second false alarm within a year	260.00
Third and all subsequent false alarms within a year	500.00

**12.6 CAMPS**

Kids Camp Registration	100.00
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**13.0 UTILITIES****13.1 WATER**

Residential commodity charge per m3 - inside Town boundary	2.10
Residential commodity charge per m3 - outside Town boundary	2.10
Commercial commodity charge per m3 - inside Town boundary	2.10
Commercial commodity charge per m3 - outside Town boundary	2.10
Unmetered - Commodity charge - inside Town boundary	per month 42.00
Unmetered - Commodity charge - outside Town boundary	per month 42.00
Unmetered - Fixed charges	per month 20.25
Sustainability charge per m3	0.00

Monthly fixed charges (by line size)		Fixed Charges No Rebate	Fixed Charges After 25% Rebate
15mm	per month	20.25	20.25
19mm	per month	29.65	29.65
20mm	per month	32.64	32.34
25mm	per month	47.89	37.09
37 mm	per month	99.31	75.66
38mm	per month	105.50	79.55
50mm	per month	177.48	134.29
75mm	per month	393.45	296.26
100mm	per month	695.81	523.03
150mm	per month	1,559.70	1,170.95

**NOTE: Monthly fixed charges include a capacity charge based on line size and a \$4.70 admin/billing fee.**

**The rebate only applies to customers within Town boundaries with line sizes 25mm or larger.**

**The rebate can only be applied to the point it reduces the capacity charge to that of the next lower line size.**

Bulk water per m3	9.25
Meter rental	115.00
Service connection fee	45.00
Penalty on outstanding balance owing	2.5%
Reconnection fee	65.00
Meter check deposit	40.00
Damaged meter + all out of pocket costs	40.00 + costs
Temporary water turn on	67.00 + 46.00/week
Emergency Water Shutoff	65.00
Hydrant Maintenance + all out of pocket expenses	75.00

**13.2 SEWER**

Residential commodity charge per m3 - inside Town boundary	2.75
Residential commodity charge per m3 - outside Town boundary	2.75
Commercial commodity charge per m3 - inside Town boundary	2.75
Commercial commodity charge per m3 - outside Town boundary	2.75
Unmetered - Commodity charge and fixed fee - inside Town boundary	per month 55.00
Unmetered - Commodity charge and fixed fee - outside Town boundary	per month 55.00
Sewer dumping charge	per load 75.00
Sewer effluent per m3	5.50

**13.3 WASTE AND RECYCLE COLLECTION**

Monthly Flat Rate	one bin	19.00
Garbage Tote Replacement	per tote	90.00

**13.4 ASPEN WASTE MANAGEMENT AUTHORITY**

Commercial	per tonne	78.00
Construction / Demolition / Debris(mixed Loads)	per tonne	67.00
Town Residential Collection or Public Works Department	per tonne	78.00
Residential Homeowners / Rental Property	per tonne	5.00/load (75.00 minimum)
Compostable(Commercial only)/Residential-No Charge	per tonne	32.00
Recycling(mixed loads)	per tonne	75.50
Sump Waste	per tonne	64.00
Clean Concrete	per tonne	17.25
Asphalt	per tonne	17.25
Revenue Generated Cover		Negotiated
Clean Fill (one time pre-approval fee of \$150 is charged)	per tonne	5.00
Scrap Metals (excluding mixed loads)	per tonne	60.00
White Goods and CFC Units	per unit	60.00
Asbestos		Negotiated
Special or Event Waste		Negotiated
Other (Event or Contracted)		Negotiated

**NOTE: Residential Blue Bags - No Charge.**

**Asbestos loads must be pre-approved with shipping document and access code. Placement fee of \$50.00. Rate negotiated prior to acceptance.**

**Waste streams that require additional handling or administration or are deemed beneficial. Rate negotiated prior to acceptance.**

**ATTACHMENT 2**  
**DEVELOPMENT AND BUILDING PERMIT COSTS FOR**  
**TOWN PROJECTS AND PROJECTS RECEIVING TOWN**  
**CONTRIBUTIONS (PD-01-13)**



Approved by Council Resolution #205/13



## TOWN OF DRAYTON VALLEY

<b>Department:</b>	Planning & Development	<b>Policy #:</b>	PD-01-13
<b>Subject:</b>	Development and Building Permit Costs for Town Projects and Projects Receiving Town Contributions		
<b>Approval Date:</b>	September 18, 2013	<b>Review Date:</b>	_____


## POLICY

As the Town of Drayton Valley has various projects which take place from time-to-time that require Development and Building Permits, the Planning and Development Department requires that a policy be implemented to address the 'waiver' of fees. While the Planning and Development Department is able to waive the fee for a Development Permit, as this is an in-house cost, the fees charged for the Building Permit are from a third party and are paid out-of-pocket by the Planning and Development. Accordingly, the following are the practices that the Town of Drayton Valley wishes to implement for Town projects and for third party non-profit developers wishing to receive a reduction in fees:

1. The Planning and Development Department may waive the Development Permit fee. However, the Building Permit fees should be built into the project cost as they will not be waived. If those fees are not included in the project cost, the responsible department will be required to pay those fees from their budget.
2. A non-profit organization undertaking a development project which requires approval of a Development Permit and a Building Permit may apply to Council for waiver of the Development Permit fee. If Council directs that the Town will also cover the cost of the Building Permit fees, a direction (which may be pursuant to recommendation from Administration) shall be given regarding where those fees will be drawn from within the Town's budget, as the Planning and Development Department's budget does not allow for the payment of such costs.

All Town departments shall be responsible for obtaining the necessary Permits for any development and/or building, including signage, that they are proposing. For clarification of the process and timing department head or project managers should contact the Planning and Development department. Departments are encouraged to apply for permits a minimum of four

(4) weeks prior to the scheduled start date of a project to allow for approval, as processing time varies depending on workloads.

  
\_\_\_\_\_  
Town Manager  
Resolution # 205/13

**ATTACHMENT 3**  
**OFF-SITE LEVY BYLAW 2008/14E**



# DRAYTON VALLEY

*'Pulling Together'*

## **BYLAW NO. 2008/14/E**

**BEING A BYLAW OF THE TOWN OF DRAYTON VALLEY, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE IMPOSITION AND PAYMENT OF A LEVY TO BE KNOWN AS AN OFF-SITE LEVY FOR THE CONSTRUCTION OF ALL WATER TREATMENT, WATER STORAGE AND SEWER TREATMENT FACILITIES.**

**WHEREAS** and pursuant to Division 6, Section 648(1) of the *Municipal Government Act* 2000, being Chapter M.26 of the Revised Statutes of Alberta, and amendments thereto, the Council of a municipality may pass a bylaw for the imposition and collection of a levy for water and sewer facilities in the Town of Drayton Valley;

**AND WHEREAS**, any new development places a heavier demand on the system and created a necessity for expanding and eventually replacing a part of all of the system;

**AND WHEREAS**, the Council of the Town of Drayton Valley feels a development should assume a share of the cost of such expansion or replacement;

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

1. The off-site levy shall be collected for the purposes detailed under the Revised Statutes of Alberta 2000, Division 6, Section 648, namely pay all or any part of the cost of existing, new or expanded:
  - a) Water treatment, storage facilities,
  - b) Sanitary sewage treatment and disposal facilities.
2. The off-levy for water and sewer facilities shall be charged as per Schedule "A" for each single family residential unit (attached, detached or mobile home).
3. A single family residential unit shall be a unit which has a rated water demand by normally accepted standards up to 300 gallons per day.
  - a) The off-site levy for industrial or commercial development having a rated water demand in excess of 300 gallons per day shall be charged a levy which would be a multiple of the single family residential unit levy.
  - b) The rated water demand shall be calculated based on estimated sewage flow generated as per the Alberta Environment design standards and guidelines and or the past history of similar Industrial or Commercial businesses. A guide line table is attached to this Bylaw as Schedule B.

4. A minimum levy for any development shall be equivalent to a standard residential unit.

5. Collection of Levy

The off-site levy shall be paid in full by the developer/builder as per terms of the Development Agreement.

6. This bylaw shall repeal and replace Bylaw 89-02.

**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 14<sup>th</sup> DAY OF May, 2008, A. D.

  
MAYOR

  
TOWN MANAGER

READ A SECOND TIME THIS 4<sup>th</sup> DAY OF June, 2008, A. D.

  
MAYOR

  
TOWN MANAGER

READ A THIRD AND FINAL TIME THIS 4<sup>th</sup> DAY OF June, 2008, A. D.

  
MAYOR

  
TOWN MANAGER

SCHEDULE "A"  
OFF-SITE LEVY BYLAW 2008/14/E

OFF-SITE LEVIES for water and sewer systems per standard residential until with daily demand of sewage generation of 300 gallons per day.

<b><u>OFF-SITE LEVIES</u></b>		
<b>WATER SYSTEM</b>	<b>SEWER SYSTEM</b>	<b>TOTAL</b>
\$1840.00/unit	\$1056.00/Unit	\$2896.00/Unit

**SCHEDULE "B"**  
**EXPECTED VOLUME OF SEWAGE PER DAY**

<b>PLACE</b>	<b>ESTIMATED SEWAGE FLOW LITRES (GALLONS) PER DAY</b>
Assembly Halls	32 (7) per seat
Boarding House	338 (75) per person
Bowling Alleys (no food services)	335 (75) per lane
Campsite	80 (18) per campsite
Car Wash	4050 (900) per bay
Churches	
Without Kitchen	23 (5) per seat
With Kitchen	32 (7) per seat
Construction Camps	225 (50) per person
County Clubs	220 (50) per member
Dance Halls	9 (2) per person
Day Care Centre	113 (25) per child
Dental Clinic (surgery)	4050 (900) per day
Drive-In Theatres	22 (5) per car space
Dwellings	1350 (300) per dwelling
Golf Clubs	
with bar and restaurant	113 (25) per seat
without bar and restaurant	45 (10) per seat
Hospital (no resident personnel)	900 (200) per bed
Industrial and Commercial Buildings	
(does not include process water or cafeteria)	45 (10) per employee
(with showers)	90 (20) per employee
Institutions (resident)	450 (100) per resident
Laundries (coin operated)	1800 (400) per machine
Liquor License Establishments	113 (25) per seat
Mobile Home Parks	1350 (300) per space
Motels/Hotels	90 (20) per single bed
Nursing and Rest Homes	450 (100) per resident
Office Buildings	90 (20) per employee
Recreational Vehicle Park	180 (40) per space
Restaurants	
24-hour	225 (50) per seat
Not 24-hour	160 (35) per seat
Restaurant along Free way	310 (70) per seat



Schools	
Elementary	70 (15) per student
Junior High	70 (15) per student
High School	90 (20) per student
Boarding	290 (65) per student
Service Stations (exclusive of café)	560 (125) per fuel outlet
Shopping Centres (without food, service or laundries)	0.5 (0.1) per m <sup>2</sup> (ft <sup>2</sup> ) of floor space
Swimming Pools (public)	23 (5) per person
based on design bathing load	
Vacation Cottages	90 (20) single bed
Youth and Recreation Camps	90 (20) per camper

\*Reproduced from the Alberta Private Sewage Treatment and Disposal Regulations, Table 8.5.B.

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Drayton Valley Library Board Bylaw DVLB-2021-01 and Schedules A-E
<b>MEETING:</b>	April 21, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Douglas Whistance-Smith Library Director

### 1. PROPOSAL AND BACKGROUND:

The Drayton Valley Library Board (Library Board) has amended its Bylaws and Schedules to reflect organizational and operational changes including:

1. Removed reference to Rotary Children's Library.
2. Simplified language throughout the document including reference to the Libraries Act.
3. Updated definition of terms.
4. Amended sections on safe use of facilities.
5. Clarified parameters for borrower card types including Family cards and age of consent for youth signing for personal borrowing accounts.
6. Defined parameters for penalty recovery including submission to collection agency.

The Bylaws and Schedules have passed three readings by the Board:

January 21, 2021

MOTION 2021-008 Rosemarie Mayan moved to accept first reading of DVMLB Bylaw 2021.  
Susan Schwindt seconded the motion. CARRIED

February 18, 2021

MOTION 2021-024 Rosemarie Mayan moved to accept second reading of DVMLB Bylaws and Schedules.  
Donna Gawalko seconded the motion. CARRIED

March 18, 2021

MOTION 2021-038 Donna Gawalko moved to accept third reading of DVMLB Bylaws and Schedules with amendment to wording of Exam fees in Schedule E.  
Susan Schwindt seconded the motion. CARRIED

The Library Board has been informed that Municipal "acceptance" is required for the Bylaws to become valid. The Board requests Town Council accept the Bylaws and Schedules.

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

The Board requires a letter confirming Council's acceptance of the Bylaw and Schedules for reporting to CRA Charities and to the Minister of Municipal Affairs.

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

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	Yes	We submit these Schedules to Council in accordance with Section 37(1) of the Alberta Libraries Act: 37(1) A Municipal Library Board, on passing a bylaw under section

		36, shall forthwith forward a copy of the bylaw to the council of the municipality. - RSA 2000 cL-11 s37; 2006 c5 s13
Municipal Bylaws	Yes	Drayton Valley Municipal Library Board Bylaw Town Bylaw 99-15 Section 8 i. regarding notification of Council about changes to policies (or Bylaw Schedules that affect services.
Municipal Development Plan	No	
Sustainability Vision 2019-2021	No	
Town of Drayton Valley Strategic Plan 2019-2021	No	
Other Plans or Policies	No	

**4. POTENTIAL MOTIONS:**



- A. That Council accept Drayton Valley Library Board's Bylaws and Schedules DVLB-2021-01.
- B. That Council not accept Drayton Valley Library Board's Bylaw and Schedules DVLB-2021-01 in whole or in part.

**5. RECOMMENDATION**

The Library Board recommends that Council accept the Library Board's Bylaws and Schedules as presented.

**6. ATTACHMENTS:**

Drayton Valley Library Board Bylaw DVLB-2021-01.

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



Drayton Valley Municipal Library  
Imagine ~ Engage ~ Explore ~ Discover!

# Town of Drayton Valley Library Board

## Bylaws

**DVLB-2021-01**

Revised & Adopted by

**The Town of Drayton Valley Library Board, March 18<sup>th</sup>, 2021**

Reviewed & Accepted by

**Town of Drayton Valley Council, \_\_\_\_\_, 2021**

**Resolution # \_\_\_\_\_**

Presented as Information to

**Brazeau County Council, \_\_\_\_\_, 2021**



## Preamble

The Town of Drayton Valley Library Board enacts the following Bylaws pursuant to the *Libraries Act*.

## 1. Concerning Definitions and Interpretation of these Bylaws

### 1.1. In these bylaws and schedules:

- 1.1.1 **"Act"** refers to the *Libraries Act*.
- 1.1.2 **"Board"** refers to the Town of Drayton Valley Library Board.
- 1.1.3 **"Borrower Card"** refers to a piece of identification with a distinct barcode issued to individuals that have successfully registered for borrowing privileges.
- 1.1.4 **"Cardholder"** refers to the person to whom a library borrower card is issued.
- 1.1.5 **"Director"** refers to the person employed by the Board to administrate the library on behalf of the Board.
- 1.1.6 **"Good Standing"** refers to a borrower with no outstanding account charges.
- 1.1.7 **"Integrated Library System (ILS)"** refers to the database used to record and share item and borrower information between libraries.
- 1.1.8 **"Librarian"** refers to a library employee.
- 1.1.9 **"Library"** refers to Drayton Valley Municipal Library unless specified as other libraries.
- 1.1.10 **"Library Resource"** refers to any material, regardless of format, held in the library collection, or lent by the library including, but not limited to, audio-visual materials, books, magazines, newspapers, micro-materials, multi-media kits, toys or games.
- 1.1.11 **"Loan Period"** refers to the length of time that a library resource may be borrowed.
- 1.1.12 **"Manager"** refers to the person employed by the Director to supervise staff in the conduct of front-line service operations.
- 1.1.13 **"Non-Resident"** refers to any person who resides in a community that does not pay property or business taxes to a municipality that contributes to the operation of Drayton Valley Library OR Yellowhead Regional Library System OR does not otherwise satisfy the terms defining "Resident".
- 1.1.14 **"Resident"** refers to any person residing within Brazeau County borders, the Town of Drayton Valley or other community where household taxes are paid to a municipality that meets any of the following criteria:
  - 1.1.14.1 A municipality that is party to the Board.
  - 1.1.14.2 A municipality that is party to the Yellowhead Regional Library System Membership Agreement.
  - 1.1.14.3 An individual student who is a resident outside of Brazeau County or other district, but who attends classes in Drayton Valley or area.
- 1.1.15 **"The Regional Automation Consortium (TRAC)"** refers to the ILS used to share information and resources between libraries.

1.2 For the purposes of these bylaws:

- 1.2.1 Words in the singular include the plural, and words in the plural include the singular.
- 1.2.2 Where a word or phrase is defined, variations and tense in the word or phrase have corresponding meaning.
- 1.2.3 When a time period, act or event is expressed to begin after, or to be from a specific day, the time period does not include that day, act or event.
- 1.2.4 When a time limit for action expires or falls on a day when the library is closed to the public, the time limit will be extended to the next following business day.

1.3 The Board may, from time to time, change specific set out in the accompanying schedules.

**2 Concerning Admittance to and Conduct in the Building**

- 2.1 The portion of the building used for library purposes is open to any member of the public free of charge during posted operational hours.
- 2.2 The public may access collection areas or other common areas including program spaces when not otherwise in use. The public may not access work areas without express permission, and under direct supervision, of staff.
- 2.3 Members of the public are not allowed to:
  - 2.3.1 Violate safe-use or code of conduct policies, including deliberate violation of public health and safety directives.
  - 2.3.2 Cause disturbance to other library users.
  - 2.3.3 Use the library as a daytime shelter to sleep.
  - 2.3.4 Solicit others for personal, commercial, religious, or political reasons.
  - 2.3.5 Consume food in the library outside of designated lounge areas.
  - 2.3.6 Leave a child unaccompanied in the library space unless arrangements have been made in advance with staff.
  - 2.3.7 Bring a wheeled vehicle, such as a bicycle, into the building; this does not include wheelchairs, walkers, strollers or baby carriages.
  - 2.3.8 Smoke any type of material within 10 meters of building entranceways or consume any product that may be considered an illicit drug while on the premises.
  - 2.3.9 Take or intentionally conceal any library resource without proper transaction through the circulation desk.
  - 2.3.10 Access the building for any purpose outside of the library's advertised public hours without a staff or Board member being present.
- 2.4 A member of the public may be refused access to the building or asked to leave the premises if they willfully violate any of the above.
- 2.5 Town of Drayton Valley employees may access the library after-hours only when responding to facility concerns and only if the Director or Manager are notified.



### **3 Concerning Library Borrower Cards**

- 3.1 Any person may apply for a library borrower card.
- 3.2 A library borrower card is issued upon:
  - 3.2.1 Completion of a Drayton Valley Library borrower card registration form.
    - 3.2.1.1 Forms will be completed in writing by an employee to include all relevant contact and verification information.
    - 3.2.1.2 Forms must be signed and dated by applicants over 16 years old, or by the parent, or legal guardian of applicants under 16 years old.
    - 3.2.1.3 Online registration request may be processed as an interim registration with borrower signature and date completed later.
  - 3.2.2 Presentation of one piece of photo identification bearing the applicant's current address.
    - 3.2.2.1 If a child or student is applying for a card, a parent or legal guardian must present photo identification bearing his/her permanent address.
    - 3.2.2.2 In the absence of photo identification, the applicant must present a recent item received through Canada Post within the past month as well as one other piece of identification.
  - 3.2.3 Payment of applicable fees as outlined in Schedule B.
- 3.3 Library borrower cards:
  - 3.3.1 Are valid from the date of issue to the date of expiry, unless revoked by the Library Director under section 6 of these bylaws.
  - 3.3.2 Remain the property of the Drayton Valley Library and must be immediately returned to the library if the cardholder is requested to do so by the Director pursuant to section 6.3.

### **4 Concerning Cardholder Responsibilities**

- 4.1 The cardholder is the individual named on a library borrower card.
- 4.2 The cardholder is the only person allowed to use the card for borrowing materials unless approval is extended to another individual by the applicant for in-proxy material borrowing.
  - 4.2.1 The proxy borrower must be named on the application form and Polaris patron record and may be asked to show proof of identification to check-out materials.
  - 4.2.2 Proxy borrowing to individuals not named on a cardholder's application or Polaris record may be allowed at the librarian's discretion only after contacting the primary cardholder to confirm authorization for the proxy borrower to check-out materials.
- 4.3 Cardholders must notify the library of any change of address, email or telephone contact as soon as possible.
- 4.4 A cardholder is responsible for all items borrowed on their card and will compensate the library for any items damaged or lost while borrowed on their card.
  - 4.4.1 In the case of Family cardholders, the primary cardholder is responsible for all items borrowed by family members using the card and will compensate the library for any damage or loss of items checked out on the card.
- 4.5 Cardholders are responsible for immediately reporting a card that has been lost or stolen. Cardholders are responsible for fines attributed to items borrowed on a lost or stolen card if



the loss or theft is not reported in a timely fashion. There is a minimal fee for a replacement card as defined in Schedule B.

- 4.6 A cardholder is responsible for returning or renewing any library item on or before the due date as provided in Schedule C.

## **5 Concerning Loan of Library Resources**

- 5.1 In accordance with *section 36(3)* of the *Act*, there is no charge for using resources when:
- 5.1.1 Resources are being used on the library premises,
  - 5.1.2 Resources are loaned to a borrower whose cardholder account is in good standing,
  - 5.1.3 Resources are acquired from other libraries through resource sharing agreement.
- 5.2 Library resources may be reserved and/or renewed in accordance with policies established by the Library Board.
- 5.3 Loan periods for Drayton Valley Library resources are set out in Schedule C.
- 5.4 Loan periods and renewals for resources borrowed from other libraries through inter-library loan may differ from those of Drayton Valley Library.
- 5.5 Borrowers may use library cards issued by other TRAC libraries to borrow materials from Drayton Valley Library only if their home library account is in good standing.
- 5.6 Borrowers may use library cards issued by other non-TRAC libraries to borrow materials from Drayton Valley Library only after completing an on-line registration form; home library account must be in good standing to complete the on-line form and allow borrowing.

## **6 Concerning Penalty Provisions**

- 6.1 Fines for late, lost or damaged materials are defined in Schedule D.
- 6.2 The Director may suspend or revoke a borrower card if the cardholder:
- 6.2.1 Fails to comply with the conditions laid out in section 2 concerning admittance to and conduct in the library.
  - 6.2.2 Fails to comply with conditions laid out in section 4 concerning cardholder responsibilities.
  - 6.2.3 Fails to reconcile fines within the time-frame specified by the Director.
  - 6.2.4 Exceeds the maximum allowable fine limit set out in Schedule D.
- 6.3 A cardholder whose borrowing privileges are revoked by the Director under subsection 6.2 may, within thirty (30) days of revocation, submit a written appeal to the Board. The Board's decision regarding an appeal is final.
- 6.4 Measures for pursuing fines or return of library resources are defined in Schedule D.
- 6.5 Any person who willfully contravenes these bylaws is guilty of an offense and is subject to a fine or penalty under *section 41* of the *Act* in addition to any liability that may attach civilly or under the *Criminal Code of Canada*.
- 6.6 Any fine or penalty imposed pursuant to the prosecution of an offense under this section of the bylaws inures to the benefit of the Board in accordance with *section 42* of the *Act*.



Town of Drayton Valley Library Board **Bylaws DVLB-2021-01****6****7 Concerning Fees for Service and Equipment Rental**

- 7.1 There is no charge for accessing basic information services during business hours.
- 7.2 Fees for services are intended only to offset the cost of supply replenishment or replacement.
- 7.3 Fees for services and equipment rental are set out in Schedule E.

**8 Concerning Freedom of Information and Protection of Privacy**

- 8.1 For the purposes of this section, "applicant" means a person who makes a request for access to a record pursuant to *section 7(1) of the Freedom of Information and Protection of Privacy (FOIP) Act* RSA 2000, c.F-25.
- 8.2 The Director designated as the head of this local public body for the purposes of ensuring compliance with *section 95 of the FOIP Act*.
- 8.3 Fees for processing FOIPP requests are defined in Schedule E and will not exceed those prescribed in *sections 11-14 of the FOIP Regulation 186/2008*.

**Concerning the History of these Bylaws**

**Library Board Bylaws 99-02** was repealed August 23, 2018.

**Library Board Bylaws DVLB-2018-01** is repealed as of the signing of **DVLB 2021-01**.

**2021 Revision**

Read a first time on this **21<sup>st</sup>** day of **January 2021**

Read a second time on this **18<sup>th</sup>** day of **February 2021**

Read a third time on this 18<sup>th</sup> day of March **2021**

  
 Lyndara Cowper-Smith  
 Board Chair

  
 Donna Gawalko  
 Board Vice-Chair

## **SCHEDULE A - PUBLIC HOURS**

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Drayton Valley Municipal Library will be open to the public an average of **50 hours** per week except for weeks that include holidays. Public hours and scheduled closures are defined in policy.

1. **Scheduled Closures** will be determined well in advance of the closure and broadcast publicly using the appropriate media.
2. **Unscheduled Closures** in response to unforeseen events that pose a risk to workers or public.
  - Decision regarding unscheduled closure of the library is the responsibility of the Director and/ or Operations Manager.
  - The Board Chair must be notified as soon as possible following any interruption of library services due to unscheduled or emergency closures. All trustees will be notified at or before the next scheduled Board meeting.



## **SCHEDULE B – FEES FOR ISSUANCE OF BORROWER CARDS**

All borrower card fees are based on an annual rate unless otherwise indicated.

### **Resident Card Fees**

Standard Adult (Individual) Card	Free
Standard Juvenile (Individual) Card	Free
Associated Parent Card	Free
Associated Juvenile Card	Free
Family Card (Single Card - Multiple Users)	Free
Institution / Teacher Card (Primary Cardholder with Multiple Users)	Free
Seniors OR Special Services Card (visual or other impairment)	Free
Replacement Card	\$2.00

### **Non-Resident Card Fees**

Standard Adult (Individual) Card	\$30.00/ year
Standard Juvenile (Individual) Card	\$10.00/ year
Associated Parent (Family) Card	\$30.00/ year
Associated Juvenile (Family) Card	\$5.00 / year
Family Card (Single Card - Multiple Users)	\$40.00/ year
Institution / Teacher Card (Primary Cardholder with Multiple Users)	\$40.00/ year
Seniors OR Special Services Card (visual or other impairment)	\$20.00/ year
Replacement Card	\$2.00

**NOTES: Non-Resident Card Fees are non-refundable.**

**Non-Resident Card borrowing is restricted to a maximum of five (5) items at any one time.**

1. Applicants registering for a borrower card are required to show government issued picture identification (Passport, Driver's License, or current Student ID or other institution card), or produce a recent utility bill or other piece of mail stamped by Canada Post.
  - 1.a) The Librarian will note the type of ID used for registration on the application card as well as the Polaris ILS Patron Record as a statistical code.
  - 1.b) Applicants that do not provide a government issued ID, mail item or have no fixed address (motel address, campsite, etc.) may be issued a Non-Resident Card with restrictions that limit borrowing to a **maximum of five (5) items at any one time.**
2. Any person registering for a borrower card, in addition to providing a current mailing address, will be required to provide phone contact and/ or email address:
  - 2.a) Applicants that do not provide phone and/ or email address contact information at the time of registration will have borrowing privileges limited to **five (5) items at any one time.**
3. Phone and email information will be checked within two weeks to ensure the modes of contact are "in-service" and/ or active: borrowing privileges will be suspended immediately until correct contact information is provided.

**Schedule B Effective as of March 18, 2021**





## SCHEDULE D – PENALTY PROVISIONS

### 1. Penalties for Late Return of Library Materials

1.1. Fines for the late return of library materials will be applied to borrower accounts as follows:

Item Type	Penalty	Maximum Penalty
a. Print Items (Book, Periodical)	\$0.25/ day	\$10.00
b. Audio Items (Music CDs, Audio Books)	\$0.25/ day	\$10.00
c. Audio-Visual Items (DVD, Blu-Ray)	\$1.00/ day	\$10.00
d. Other Equipment (Kits, Special Items)	as per <b>Schedule E</b>	cost of replacement

1.2. Fines for the late return of materials owned by other libraries within the TRAC system that are returned late will be applied according to the owning library's fine schedule; in the absence of an established fine schedule, the fines will default to those listed above.

1.3. Fines for the late return of materials owned by other libraries outside the TRAC system that are returned late will be applied based on the owning library's fee schedule.

### 2. Procedures for Overdue Materials

2.1. Library cardholders have 24-hour access to personal account information through the library website and TRACpac (online public access catalogue) including items currently on loan, item due date, overdue items, and fine summaries.

- Fines will accumulate at a daily rate for each overdue item based on the above-listed schedule.
- Cardholders with fines exceeding **\$9.99** will have borrow privileges suspended until fines are reconciled below the \$10.00 limit.
- Accounts may be paid by installment without loss of borrowing privileges only with approval from the Director or Manager.
- Accounts may be reduced or waived by the Librarian for late fines only; fines for lost or damaged items may only be reduced or waived by the Director.

2.2. Library cardholders receive automated notification when borrowed items are nearing (3 days prior to) the due date. Automated notices are delivered automatically by the ILS via email, telephone or text depending on the cardholder's preferred mode of contact.

- First overdue notification will be automatically generated on the seventh (7<sup>th</sup>) day following the due date.
- Second overdue notification will be automatically generated on the twenty first (21<sup>st</sup>) day following the due date.
- Billing notification will be automatically generated on the thirty fifth (35<sup>th</sup>) day following the due date.
- The Librarian will attempt to contact cardholders whose automated notifications have failed to correct contact information in the ILS.

### 3. Penalty for Lost or Damaged Materials

Cardholders are responsible for loss or damage to library materials borrowed on their account.

3.1. The original purchase cost as listed in the ILS item record will be charged. If no price code exists then the replacement cost will be charged according to Yellowhead Regional

Library's schedule for item pricing. This charge may be waived if an exact replacement copy in new or pristine condition is provided by the cardholder.

- 3.2. When a cardholder pays for a damaged item replacement, they will be given the option to keep the item. Severely damaged items will not be kept by the library beyond one month.
- 3.3. An additional processing fine of \$5.00 may be charged on any lost or damaged item at the discretion of the Librarian.
- 3.4. When a lost item is found and returned in good condition within six months of fine payment:
  - a) All but the \$5.00 processing fee will be credited to the patron's account.
  - b) Issuance of cheque reimbursement is at the discretion of the Library Director.

**4. Legal Measures to Collect on Delinquent Fines**

- 4.1. The Board may pursue legal measures to reconcile significant delinquent fines due to lost or damaged items when:
  - a) Three (3) months have passed since the item was listed as lost or damaged AND at least three (3) attempts to contact the cardholder to return items or reconcile fines.
  - b) Cardholder contact information is inaccurate AND/OR all attempts to communicate have failed.
- 4.2. The Board may pursue borrower accounts depending on severity of loss or damage by:
  - a) Collection agency when fines for lost or damaged items attributed to one cardholder, or the combined lost or damaged fines on family members, exceed **\$50.00**.
  - b) Civil suit when fines for lost or damaged items attributed to one cardholder, or the combined lost or damaged fines on family members, exceed **\$500.00**.
  - c) Criminal charges for severe infractions or damages.



## SCHEDULE E – FEES FOR SERVICE AND RESOURCE LENDING

The fees set out in this Schedule are the maximum amounts that can be charged to patrons.

### Service & Sale Fees:

Description	Details	Definition	Fee
Earbuds	Bookshop- Sale Item	(Supplies)	\$2.50 per item
USB Flash-Drive	Bookshop- Sale Item	(Supplies)	\$10.00 per item
Copying/ Printing	Black & White:	(Supplies)	\$0.25 per page
	Colour:	(Supplies)	\$1.00 per page
Faxing	Outgoing:	(Provider/ Supply)	\$2.00 first page
	Incoming:	(Provider/ Supply)	\$1.00 first page
	Added pages (Outgoing/ Incoming):		\$0.25 per page
Laminating	Full sheet (8.5 x 14"):	(Supplies)	\$2.00 per page
	Certificate wallet-size	(Supplies)	\$1.00 per page
3-D Printing	Any colour filament	(Supplies)	\$0.10 per gram
Public Lockers	Padlock	(Supplies)	\$1.00 deposit
Exam Invigilation*	Under 2 hours	(Administrative)	\$25.00 per exam
	Over 2 hours	(Administrative)	\$50.00 per exam
Facility Use**	<b>Non-Profit Groups &amp; Private Individuals</b>		
	Small Meeting Room	(During Business Hours)	Free
		(Outside of Business Hours)	\$30.00 per hour
	Large Program Room	(During Business Hours)	Free
		(Outside of Business Hours)	\$30.00 per hour
	<b>For-Profit Groups &amp; Private Sector Companies</b>		
	Small Meeting Room	(During Business Hours)	\$25.00 per hour
		(Outside of Business Hours)	\$50.00 per hour
	Large Program Room	(During Business Hours)	\$50.00 per hour
		(Outside of Business Hours)	\$100.00 per hour

#### Notes on Service Fees:

\* **Exam Invigilation** must be booked at least one full week in advance. Fee must be paid before the student writes the exam unless otherwise agreed to by library staff invigilating the exam.

\*\* **Facility Use Fees** include the use of projectors, monitors and other presentation equipment. Bookings must be made at least one full week in advance. Fee must be paid at the time of booking.

### **Waiving Service Fees:**

1. Service fees may be waived in whole or in part at the discretion of the Director or designate.
2. Fees are not waived for private business functions where admission is charged, or products sold.

## Equipment Rental Fees for Off-Premises Lending:

Item Description	Replace Cost	Deposit (Refundable)	Fee/ Loan Period
DVD Player (w/ remote) <sup>†</sup>	\$100.00	\$10.00	\$5.00 per day
LCD Projector (w/ cables) <sup>†</sup>	\$250.00	\$25.00	\$10.00 per day
PS4 Game System (w/ cables) <sup>†</sup>	\$450.00	\$40.00	\$10.00 per day
E-Cent Kit (multiple components) <sup>†</sup>	\$500.00	\$50.00	No Fee/ 7-day loan
DAISY Victor Reader <sup>††</sup>	\$500.00	\$50.00	No Fee/ 1-year

### Notes on Equipment Lease Fees:

<sup>†</sup> A waiver form must be used for off-premises borrowing of equipment.

<sup>††</sup> Intended for long-term loan to patrons with special service needs, alternate reading abilities or senior's lodge residents or those with mobility (library access) restrictions.

### Waiving Equipment Fees:

1. Equipment Lease fees may be waived in whole or in part at the discretion of the Director or designate.
2. Fees are not waived for businesses leasing equipment for use at events where admission is charged.

## FOIPP Request Fees:

The Drayton Valley Library Board will take steps to manage FOIP requests and keep the personal information in its care confidential, except when required by law.

1. The Library Director is designated as head of the public body for the purposes of the FOIPP Act.
2. The fees set out in this Schedule are the maximum amounts that can be charged to applicants.

Description / Details	Fee
Initial application fee including GST	\$25.00
For locating and retrieving a record	\$5.00 per ¼ hour
For preparing and handling records for disclosure	\$5.00 per ¼ hour
For supervising the examination of a record	\$5.00 per ¼ hour
Photocopying	\$0.25 per page
For shipping a record or a copy	Actual amount incurred
For copying a record in electronic, audio or video formats	Actual amount incurred



# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION

DRAYTON VALLEY



<b>SUBJECT:</b>	Community Grants, Second Quarter Allocation
<b>MEETING:</b>	April 21, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Annette Driessen General Manager of Community Services

### 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 second quarter deadline was April 1, 2021.

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

Organization	Event	Date(s)	Request
Drayton Valley Community Foundation	To help cover the costs of hosting the DV 100.	September 10 & 11, 2021	\$5,000 funds & \$5,000 of in-kind
Drayton Valley Fine Arts Society	To help cover part of the costs of the artisan fees for painting the Bison Mural.	July 15, 2021	\$1,000

There is a total of \$5,000 available in this 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 2021 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	The Community Sustainability Plan, through its objectives, sets out to achieve

		<p>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 DRAYTON VALLEY COMMUNITY FOUNDATION:

- 1) That Council award the Drayton Valley Community Foundation \$ \_\_\_\_\_ from the Community Events Grant to help cover the costs associated with hosting the DV100 on September 10 and 11, 2021.
- 2) That Council decline the funding request from the Drayton Valley Community Foundation from the Community Events Grant to help cover the costs associated with hosting the DV100 on September 10 and 11, 2021.

##### OPTIONS FOR THE DRAYTON VALLEY FINE ARTS SOCIETY:

- 1) That Council award the Drayton Valley Fine Arts Society \$ \_\_\_\_\_ from the Community Events Grant to help cover part of the artisan fees for painting the Bison Mural on July 15, 2021.
- 2) That Council decline the funding request from the Drayton Valley Fine Arts Society from the Community Events Grant to help cover part of the artisan fees for painting the Bison Mural on July 15, 2021.

**5. ATTACHMENTS:**

1. Second Quarter Grant Applications

REPORT PREPARED BY:	<i>Cora Appley</i>	REVIEWED BY:	<i>[Signature]</i>
APPROVED BY:	<i>[Signature]</i>		



# TOWN OF DRAYTON VALLEY

## COMMUNITY EVENT GRANT CHECKLIST

### OFFICE USE ONLY

Name of Applicant: Drayton Valley Community Foundation

Name of Event: DV 100 - September 10 and 11, 2021

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 450 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 & \$3,000 in 2020 (event cancelled - no funds dispersed)
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 the in-kind support discussed below as well as \$5,000 of funding 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: \_\_\_\_\_

**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.



## **Attachment #1- Requested In-Kind Support**

Requested support:

- Road cleaning and sweeping along the route
- Close 45 Avenue from the four-way stop to the Omniplex from 8:30 am-2:30 pm for the safety of riders
- No Parking signs posted along the route set up on Friday, September 10<sup>th</sup>, 2021, for the safety of riders and volunteers
- The flashing SPEED sign to be placed at the entrance to the Omniplex to slow drivers down
- Remove the speed bumps on 45 Avenue headed into the Omniplex
- Bring bleachers from the ball diamonds in Lions Park to the Start/Finish line in the Omniplex parking lot for spectators to watch
- Use of Community Peace Officer for traffic control in Drayton Valley
- Use of 12 barricades and 6 tall pilons

Attachment #2- List of other Organizations that have been or will be approached for sponsorship:

- Brazeau County
- Drayton Valley Hospitality & Tourism

**DV100 Revenue**  
**DV100**

<b>Sponsorship</b>	\$ 40,000.00
<b>Grants</b>	\$ 6,500.00
<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>\$ 102,900.00</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>\$ 17,700.00</b>
---------------------	---------------------



# TOWN OF DRAYTON VALLEY

## COMMUNITY EVENT GRANT CHECKLIST

### OFFICE USE ONLY

Name of Applicant: Drayton Valley Fine Arts Society

Name of Event: Bison Mural - July 15, 2021

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	The Mural will benefit the community by providing local artisans the opportunity to provide a mural that community members and tourists can all enjoy.
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	Viewing the Mural will be free and accessible to all.
not already receiving direct or indirect support from the Town for the stated service	No other support being provided by the Town.
address an identified need in the community or contribute to the common good of the community	This project will allow the community and visitors to benefit from viewing the mural.
recognize the Town's contribution to the event or service sponsored	The Town Logo will be displayed on the commemorative plaque for the mural, as well as on a 11 x 14 Giclee Print will go to the Town and 10 bison cards, as per the Sponsorship Package.
other revenue sources have been sought or obtained	Approaching various local community businesses for sponsorship and raising funds through a Go-Fund-Me Page, where community members can donate.

Additional Information	Notes:
Has the Town directly sponsored this event before?	No
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 - "Local art is showcased in many of the community's public facilities"

Comments:

Requesting \$1,000 to help cover the artisan fees for the project.

Recommendation to Council:

For Council Consideration

DRAYTON VALLEY



# TOWN OF DRAYTON VALLEY

## COMMUNITY EVENT GRANT APPLICATION FORM

Date: March 19, 2021 Event Date: July 15, 2021

Organization Name: Drayton Valley Fine Arts Society  
**FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)**

Mailing Address:

Contact Name: Brie Adkins Title: Past President  
**FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)** **FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)**

Email:

Telephone:

### —ORGANIZATION MANDATE—

Description of the organization's mandate:

We are a local group of artists dedicated to keeping art alive in Drayton Valley.

### STATED SERVICE

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

July 15, 2021 artist Brie Adkins of DVFAS will be painting a mural on 5101 51st Drayton Valley - a 50x20 foot mural of bison. The funds would be to cover a portion of the \$8000 artist fee for service.

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

The artist, businesses beside the building and community will benefit from the mural. Murals boost community morale, tourism and engagement with art. The high visibility of this mural will impact the interest of the area visually.

REQ/RECEIVED

25 -03- 2021

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

The artist & collective - Will help by drawing interest to visual arts, engagement and conversation. Will help the artist career and help to create more opportunities around public art in rural spaces.

The town's businesses - Will have a feature wall to draw in tourism & eyes on the downtown core of DV.

**SPONSORSHIP REQUEST****Reason for request from the Town:**

This goal for the mural is \$15,000 - it is a crowdfunded project and will go ahead. The funds from the town would ~~ensure~~ help ensure the artist is paid fairly for services provided.

**Nature of the request and/or amount requested:**

\$1000 is requested from the town for this initiative. The funds will go towards Artist Fee of the project.

**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?**

The Town of Drayton Valley's logo will go on a commemorative plaque for the mural which will be on the mural post-project. An 11x14 Enlee Print will go to the Town as well as 10-bison cards. - As per our sponsorship package.

**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 theré 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 19, 2021

**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.

# Bison Mural

## Business Sponsorship Packages



This past year has been hard for businesses and the community but the strength of this town is important. Join us to celebrate the strength and to inspire strength in Drayton Valley going forward. The 'Strong as a Bison' mural is a crowd funded mural created by award winning local artist Brie Adkins. Bison represent the strength of the prairies. They tie into indigenous and agricultural backgrounds and bison are known to face storms head on. The iconic bison represents strength while facing adversity and the perseverance to move forward. This contemporary art piece will inspire, uplift and draw attention to the downtown businesses. Those who sponsor the mural will leave a legacy of not only supporting public art in rural spaces, but one of believing this community can come together to make things happen, despite circumstance. We want this mural to be a community effort and for everyone to be able to see themselves facing life storms with togetherness and grit.

Major funding from this mural will be community based. Grant funding will happen through the Town and County with the help of the Drayton Valley Fine Art Society. The last step is to involving the businesses that help make the community so strong.



Project Proposal

The photo of the bison comes from Doreen Neilley's bison farm outside Drayton Valley

**We are looking for Platinum, Gold, Silver and Bronze level Sponsors for this mural project.**

**Platinum Level** – One sponsor will hold the Platinum Level Sponsor for most overall donated in either funds or in kind materials/equipment. This level of sponsorship includes the naming the mural, having their business logo directly on the wall as well as the top of the commemorative plaque. One original 24x36 B.Adkins Art Bison painting will be painted for this sponsor. Local Collective will put together a \$200 gift basket of locally made goods.

**Gold Level** - Open to any business that sponsors over \$2000 – Business name and logo will be included on the plaque. (3)11x14 Giclee Prints of the mural and 50 Bison Cards will be given to these sponsors. Local Collective will put together a gift basket valued at \$100 for each Gold level Sponsor.

**Silver Level** – Open to any business that sponsors over \$1000 - Business name and logo will be included on the plaque. Included (1) 11x14 Giclee Print of the mural and 10 Bison Cards.

**Bronze Level** – Bronze level open to any business that sponsors over \$500 - business name and logo will be included on the plaque and 10 Bison Cards will be included.

Anyone who donates to the mural will be on the commemorative plaque, the support from the community will be represented in this mural as well, including in memory of.

All business sponsorships will fall under the business category on the plaque. All top sponsors will have their logos on it and be at the top of the plaque. If your business is in the lead for the top sponsor, (Platinum) you will be updated when you get into that category and if you fall out of it. A close for funding will be announced later on. Any funds surpassing the goal will be allocated to future mural projects in Drayton Valley and be subject to a public consulting.

If you would like to sponsor this project above Bronze Level (\$500) please email your business logo to [rishelles@hotmail.com](mailto:rishelles@hotmail.com) and direct the funds to

[Fundraiser by Richelle Zaida : Bringing the art to down town Drayton Valley \(gofundme.com\)](#)

by cheque to Local Collective

or by transfer to [localcollectivedv@gmail.com](mailto:localcollectivedv@gmail.com)

Please email Richelle at Local Collective for in-kind donations agreement and receipts.

**Local Collective, B.Adkins Art**

**Richelle Houston, Brie Adkins**

**5101 51 Street, Drayton Valley**

**780-240-2206 , [badkinsart@hotmail.com](mailto:badkinsart@hotmail.com) (Artist, Brie Adkins)**

**780-898-3515 , [localcollectivedv@gmail.com](mailto:localcollectivedv@gmail.com) (Fundraiser, Richelle Houston)**



**ATTN; Local Collective**

**Details: Sanding, Priming, Painting, Sealing mural on brick, East Wall**

**Budget Breakdown**

1300sf

**Materials**

5 Gallon Gripper Primer, 12 cans Dulux Exterior, Isolation Coating, UV Varnish 5

5 Gallon Gripper Primer	\$207x1	\$207
Dulux Diamond Exterior	\$65.00 x 12 cans	\$780
Montana Gold Spray	\$14.00x 20 cans	\$280
Golden Isolation Coat	\$33.00 x 3	\$99
Golden Varnish	\$100 x 2	\$200
Artist Fee	\$575/dayx14days	\$8050
Equipment Rentals	\$400/dayx14days	\$3150
Signage	Approx budgeted	\$350

**Total All Inclusive** **\$13 117**

**+ Funds to Raise for project completion**

Equipment Rental in kind	\$3150.00	\$9967.00
March 24, 2021 - \$3040 raised	\$3040.00	\$6927.00

Grant from DVFC - Pending \$1500.00

Grant from Town of Drayton Valley – Pending \$1000.00

Bison Mural Project  
Drayton Valley  
5101 51 Street, Drayton Valley  
Local Collective  
Drayton Valley Fine Arts Society

**The general budget scope;**

**A. Materials**

- Based on a Mural done in Entwistle of similar size (22x44, 968sf) the total material cost was \$1073.57 = this is roughly \$1.08/sf
- A 50x26 is 1300sf, roughly \$1404 would be needed for the project material cost
- Equipment Rental – Man Basket Lift is the best option given the grade and steps coming out. DV Rentals, \$400 daily, or \$225 daily for community type incentives. Roughly \$3150 before taxes.
- Sign and advertising for project – Allot about \$350 for this suggestion.

**B. Artist Fee**

- At 1300sf x \$10.00 the artist fee would be \$13,000 for a commercial project at a minimum – given the nature of the project being crowd funded would reduce the rate to \$575/ day at about 14 days -\$8050
- The total 'Honorarium Fee' would include consulting, promoting, initial designing, providing documentation for agreements and procedure, additional liability insurance, training on new equipment, daily safety logs, full report after the mural itself, use of social platform and advertising.
- The artist fee is paid in stages of completion as per the agreement broken into 1/3rds
- Artist is responsible for any wages from labourers or helpers that may be needed.

# Bringing the art to down town Drayton Valley

**\$3,400** raised of \$15,000 goal

**10** donors **1.7K** shares **9** followers



Share



Donate now



**TEAM FUNDRAISER**

Richelle Zaida and Brie Adkins are organizing this fundraiser.

It's time to bring back some life to down town Drayton Valley. Local Collective along with B.Adkins Art has proposed to the town a gigantic 50'x20' mural to be placed on the back side of our 51st building. Special thanks to Gary our landlord for donating the perfect spot!

We will be fundraising, applying for grants, and taking business sponsorships to have the mural completed this summer(mid July 2021).

Our goal is to raise \$15,000 to complete this project but if extra funds are raised we can start hunting for more buildings in Drayton Valley to decorate.



**Madison Isla Noah Emerson**

**\$300** • 7 d



**Cindy James**

**\$50** • 11 d



**Anonymous**

See  
all



See top  
donations

Brie Adkins came up with the design of the Buffalo for Drayton Valley as they will always face the storm. Instead of running away from our problems we pull together and run straight through. We don't always get to choose whether or not we have storms. The only choice we get to have is how we respond to those storms.

Go fund me will be the perfect place to start raising our funds, if you do not feel comfortable donating online please email Richelle at [email redacted] we can also take cash donations directly at the store, and I will forward them to the go-fund me account. Business packages are available, including a top donation incentive to name the mural and be added onto our plaque as main sponsor. Again send me a email of you do not feel comfortable donating through go fund me and I will forward our business sponsorship packages.

Thanks all for taking the time to read this we are so excited to bring some art to Drayton Valley especially since it's from one of our local artists B.Adkins.

## Updates (1)

**FEBRUARY 17, 2021** by Brie Adkins, Team Member

Thank you ACR Rentals for the donation of equipment!

Thank you Alert Safety for the donation of safety gear!

These in kind donations make a world of difference to the overall budget!

**Donate**

**Share**

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	New Aquatic Centre Amenity Sponsorship Rights Agreement for Approval
<b>MEETING:</b>	April 21, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Annette Driessen Acting Chief Administrative Officer

### 1. PROPOSAL AND BACKGROUND:

In the effort to secure the necessary funds to construct a new aquatic facility, the Town of Drayton Valley encouraged the community to develop and facilitate a fundraising program. As soon as the Community Aquatic Facility Committee was formed, it has been diligently promoting the benefits of a new aquatic facility while encouraging local businesses to support the new build through various sponsorship opportunities. The Town has received confirmation from the Committee that one community business is wishing to become a naming sponsor for one of the specific amenities within the new Aquatic Centre.

Ridgeback Resources Inc. has signed an agreement in hopes of being awarded the Naming Sponsor of the Leisure Pool. This sponsorship allows Ridgeback Resources Inc. to have the naming rights for a period of ten (10) years. The total sum of sponsorship paid was \$300,000, which has been paid in full. The final signage will be presented to Council at a later date.

The Community Aquatic Committee, in cooperation with Town Administration, has attached the Naming Sponsorship Agreement to this Request For Decision for Councils review and approval.

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

The new Aquatic Centre is estimated at a capital cost of \$21,936,935. Approximately half of this cost has been covered through municipal funds through the Town of Drayton Valley and Brazeau County.

An additional federal grant of \$7,584,956 has been awarded through the Investing in Canada Infrastructure Program.

External funding in the form of grants, donations and sponsorships are still necessary, as the goal for community sponsorships is \$3.8 Million.

### 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	Yes	The Municipal Development Plan, through its objectives sets out to reach the following goals: <ul style="list-style-type: none"> <li>Building on the amenities that the Town already has, by building a new aquatic centre, a grapple, a skateboard park and off-leash dog park;</li> </ul>

		<ul style="list-style-type: none"> <li>• Recreation service, reflected in reserve policies and facility expansions; and</li> <li>• New or expanded recreational facilities should be considered as additions to the Omniplex when feasible. Such projects may include an aquatic facility, indoor soccer facilities, and an agriplex.</li> </ul>
Sustainability Vision 2019-2021	Yes	<p>The 2019-2021 Sustainability Vision, through its objectives sets out to achieve the following goals:</p> <ul style="list-style-type: none"> <li>• Under the Heading Innovative and Infrastructure - GHG Reduction/Carbon Footprint; and</li> <li>• Under the Heading Stewardship - Sponsors and Partnerships.</li> </ul>
Town of Drayton Valley Strategic Plan 2019-2021	Yes	<p>The 2019 - 2021 Strategic Plan, through its objectives sets out to achieve the following goals:</p> <ul style="list-style-type: none"> <li>• Dedicate resources to infrastructure as an investment, not an afterthought. Infrastructure includes Public Works, Fire Services, Enforcement Services, Police, Trails, Parks and Recreation.</li> </ul>
Other Plans or Policies	Yes	<p>The Social Development Plan, through its objectives, sets out to achieve the following goals:</p> <ul style="list-style-type: none"> <li>• Expand recreational opportunities through partnering with local user groups;</li> <li>• Provide facility users access to modern equipment and highly trained staff;</li> <li>• Ensure that all public recreation facilities are wheelchair accessible and cater to those with mobility issues;</li> <li>• Ensure that all public recreation facilities include family change rooms and provide appropriate signage to compensate for disparities</li> </ul>

		in literacy and languages; and <ul style="list-style-type: none"> <li>• A joint municipal plan for the establishment of a new aquatic facility is adopted.</li> </ul>
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**4. POTENTIAL MOTIONS:**

OPTIONS FOR THE SPONSORSHIP RIGHTS AGREEMENT FROM RIDGEBACK RESOURCES INC:




- 1) That Council approve the Sponsorship Rights Agreement between the Town and Ridgeback Resources Inc., as presented.
- 2) That Council approve the Sponsorship Rights Agreement between the Town and Ridgeback Resources Inc. with the following recommendations:
- 3) That Council decline the Sponsorship Rights Agreement between the Town and Ridgeback Resources Inc.

**5. RECOMMENDATION**

That Council approve the Sponsorship Rights Agreement between the Town and Ridgeback Resources Inc., as presented.

**6. ATTACHMENTS:**

1. Sponsorship Rights Agreement - Ridgeback Resources Inc.

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

## **SPONSORSHIP RIGHTS AGREEMENT**

### **AQUATIC CENTRE**

(hereinafter referred to as the “Facility”)

**BETWEEN:**

### **TOWN OF DRAYTON VALLEY**

(hereinafter referred to as the “Town”)

and

### **RIDGEBACK RESOURCES INC.**

(hereinafter referred to as the “Sponsor”)

#### **1. OWNERSHIP**

The Facility is the Aquatic Centre located at Lions West Valley Park, Drayton Valley, and is owned and managed by the Town of Drayton Valley.

#### **2. FACILITY AMENITY RECEIVING NAMING RIGHTS**

The Town accepts and the parties agree that “Ridgeback Resources” is the name of the Leisure Pool, located within the Aquatic Centre.

#### **3. DEFINITION**

- a. Facility - Facility shall mean the whole structure known as the Aquatic Centre.
- b. Facility Amenity - Facility Amenity shall mean the structural feature within the interior or on the exterior of the Facility that has been identified for naming rights.
- c. Sponsorship Rights - Sponsorship Rights in this Agreement means the naming of the Facility Amenity.

#### **4. RIGHT TO CHANGE NAME**

- a. The Sponsor may change the name of the Facility Amenity only with written approval of the Town.
- b. The Sponsor will be responsible for all costs to produce the new sign and/or signage associated with a name change that is displayed on/or within the Facility, as well as on any Facility Amenity promotional products.



## **5. TERM OF AGREEMENT**

- a. This Sponsorship Rights Agreement shall remain in effect for a maximum period of ten (10) years. This term becomes effective from the date of the signing of this Agreement. Any change in the length of term shall require the mutual agreement of the Parties.

## **6. GENERAL TERMS AND CONDITIONS**

- a. Sponsorship Rights for the Facility Amenity will be provided to no other party or company other than the Sponsor.
- b. Approval by the Town is required for the type, size and location of all Sponsorship Rights signage and displays on/or within the Facility.
- c. Any sponsorship or promotional rights proposed to other parties shall avoid creating confusion as to the identity of the Sponsor of the Facility Amenity identified in this Agreement.
- d. The Sponsor agrees to allow the Facility Amenity Name to be used by the Town, or any of its authorized committees, for program brochures, social media, advertising, annual reports, or other promotional material.
- e. Subject to section 6(a), the Town retains the right to solicit sponsors, without the prior approval of the Sponsor for the sponsoring of events, programs or goods-in-kind for the Facility, or any component of the Facility.
- f. The Sponsor shall be permitted to use the Facility Amenity Name in its own promotional material.
- g. The Town retains the right to terminate the Sponsorship Rights Agreement should any of the following situations occur:
  - i. The Sponsor pledges the credit of the Town without approval;
  - ii. The Sponsor is found guilty of a criminal offense that jeopardizes the integrity of the Sponsorship Rights Agreement;
  - iii. The Sponsor, in the opinion of the Town (that opinion not being unreasonable), is deemed to have jeopardized its role as a corporate or community citizen in the community; and/or
  - iv. The Sponsor breaches this Agreement.
- h. The Sponsor may cancel the Sponsorship Rights Agreement, upon submitting written notice of three (3) months to the Town, for any reason, however, will not be entitled to compensation or refund for the remaining portion of the agreement term.
- i. The Town will retain ownership of all equipment, material, and supplies provided for by this Agreement.



## Information Items

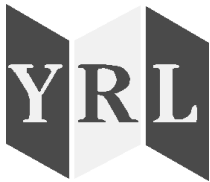
### 11.0 Information Items

Pages 109-150

11.1. Yellowhead Regional Library Board Meeting Minutes – December 7, 2020	110-114
11.2. Drayton Valley Municipal Library 2020 Financial Statements	115-125
11.3. Sustainability Committee Meeting Minutes – January 27, 2021, and March 5, 2021	126-130
11.4. Drayton Valley RCMP Stats – February and March 2021	131-146
11.5. Drayton Valley / Brazeau County Fire Services Stats – February and March 2021	147-150

### **MOTION:**

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



**Yellowhead Regional Library  
Board of Trustees Meeting  
Online via GoToWebinar  
December 7, 2020**

**Present**

Chair Hank Smit, Town of Hinton  
Vice Chair Bill Elliot, City of Wetaskiwin  
Ann Morrison, Summer Village of Sunset Point  
Carla Frybort, City of Leduc  
Cindy Miller, Town of Calmar  
David Truckey, Town of Westlock  
Donna Wiltse, Brazeau County  
Dwayne Mayr, Village of Warburg  
Eric Meyer, Town of Stony Plain  
Jason Shewchuk, Village of Spring Lake  
Jayne Pettifor, Wetaskiwin School Division  
Jeff Goebel, Town of Swan Hills  
Jenna McGrath, Municipality of Jasper  
Judy Lefebvre, Pembina Hills School Division  
Judy Valiquette, Village of Alberta Beach  
Kathy Rooyakkers, County of Wetaskiwin No. 10  
Krystal Baier, Town of Edson  
Len Spink, City of Beaumont  
Liz Turnbull, Summer Village of Silver Sands  
Lloyd Giebelhaus, Lac Ste. Anne County (proxy vote)  
Lynn Pritchard, Village of Breton  
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  
Rick MacPhee, Summer Village of Seba Beach  
Rod Klumph, Town of Barrhead  
Ron Kleinfeldt, County of Barrhead No. 11  
Sandy Morton, Town of Mayerthorpe  
Sherry Jeffreys, Northern Gateway School Division  
Stacey May, Town of Devon  
Tracey Melnyk, Parkland County  
Victor Julyan, Westlock County  
Wayne Rothe, City of Spruce Grove

**Guest**

Robert McClure, YRL Public Libraries' Council

**Staff**

Karla Palichuk, Director  
Wendy Sears Ilnicki, Deputy Director  
Jocie Wilson; Mgr., Collections and Resource Sharing  
Stephanie Thero; Mgr., Technology Services  
Ben Ehlers; Librarian, Library Development Services  
Laurie Haak, Executive Assistant and Recorder

**Absent**

Art Purdy, Village of Clyde  
Bill Ballas, Town of Drayton Valley  
Dave Kusch, Woodlands County  
Don Bauer, Summer Village of Yellowstone  
Doug Peel, Town of Millet  
Ivor Foster, Town of Thorsby  
Jocelyn Wiggins, Village of Wabamun  
John Slater, Summer Village of Ma-Me-O Beach  
Ken Lewis, Summer Village of Grandview  
Marge Hanssen, Summer Village of Nakamun Park  
Penny Lowe, Yellowhead County  
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 Kapasiwin  
Summer Village of Lakeview  
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**

K. Palichuk called the meeting to order at 10:00 a.m.

*NOTE: Explanatory documentation included in meeting package unless otherwise noted.*

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

*M. Gagnon and R. McClure entered the meeting followed by B. Elliot and K. Baier.*

**2. Election of Chair**

H. Smit accepted a nomination from S. Morton in the advance nomination phase.

K. Palichuk opened the floor for Chair nominations; she called for nominations two more times.

MOVED by B. Elliot that nominations cease.	CARRIED BY MAJORITY	3961
--	---------------------	------

**Hendrik (Hank) Smit acclaimed as the Chair.**

**3. Approval of Agenda**

MOVED by S. May that the agenda be approved as presented.

SECONDED by J. Shewchuk.	CARRIED BY MAJORITY	3962
--------------------------	---------------------	------

*W. Rothe entered the meeting.*

**4. Approval of Minutes**

MOVED by S. Morton that the minutes of the October 5, 2020 YRL Board of Trustees meeting be approved as presented.

SECONDED by S. May.	CARRIED BY MAJORITY	3963
---------------------	---------------------	------

*T. Melnyk entered the meeting followed by S. Jeffreys*

**DECISION ITEMS****5. Election of Vice Chair**

B. Elliot accepted a nomination from C. Frybort in the advance nomination phase.

H. Smit opened the floor for Vice Chair nominations.

S. May nominated herself.

H. Smit called for nominations two more times.

MOVED by S. Morton that nominations cease.	CARRIED BY MAJORITY	3964
--	---------------------	------

**Bill Elliot elected as the Vice Chair.**

*D. Mayr entered the meeting followed by L. Turnbull and R. Kleinfeldt.*

**6. Election of Executive Committee**

The Executive Committee is comprised of 10 trustees; seven seats are occupied by:

- Chair: City of Wetaskiwin, Municipality of Jasper and Towns seat
- Vice Chair: Open seat
- City of Beaumont, City of Leduc, City of Spruce Grove, Parkland County, Town of Stony Plain: Five seats for municipalities with more than the legislated 15,000 population threshold

H. Smit opened the floor for the School Divisions seat nominations.

S. Jeffreys nominated herself.

H. Smit called for nominations two more times.

MOVED by L. Pritchard that nominations cease.	CARRIED BY MAJORITY	3965
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**Sherry Jeffreys acclaimed for the School Divisions seat.**

H. Smit opened the floor for the Municipal Districts seat nominations.

H. Smit nominated V. Julyan, he accepted.

H. Smit called for nominations two more times.

MOVED by B. Elliot that nominations cease.	CARRIED BY MAJORITY	3966
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**Victor Julyan acclaimed for the Municipal Districts seat.**

L. Pritchard accepted a nomination from I. Foster in the advance nomination phase.

H. Smit opened the floor for the Municipal Districts, Villages and Summer Villages seat nominations.

D. Mayr nominated himself; H. Smit nominated A. Morrison, she accepted.

H. Smit called for nominations two more times.

MOVED J. Shewchuk that nominations cease.	CARRIED BY MAJORITY	3967
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**Ann Morrison elected for the Municipal Districts, Villages and Summer Villages seat.**

Executive Committee	
Chair Hendrik Smit, Town of Hinton	Len Spink, City of Beaumont
Vice Chair Bill Elliot, City of Wetaskiwin	Sherry Jeffreys, Northern Gateway School Division
Ann Morrison, Summer Village of Sunset Point	Tracey Melnyk, Parkland County
Carla Frybort, City of Leduc	Victor Julyan, Westlock County
Eric Meyer, Town of Stony Plain	Wayne Rothe, City of Spruce Grove

*A. Morrison left the meeting.*

## 7. Election of Executive Committee Alternates

H. Smit opened the floor for the School Divisions alternate seat nominations.

H. Smit nominated J. Lefebvre, she accepted.

H. Smit called for nominations two more times.

MOVED S. Jeffreys that nominations cease.	CARRIED BY MAJORITY	3968
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**Judy Lefebvre acclaimed for the School Divisions alternate seat.**

H. Smit opened the floor for the Municipal Districts alternate seat nominations.

H. Smit nominated R. Kleinfeldt, he accepted.

H. Smit called for nominations two more times.

MOVED T. Melnyk that nominations cease.	CARRIED BY MAJORITY	3969
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**Ron Kleinfeldt acclaimed for the Municipal Districts alternate seat.**

H. Smit opened the floor for the Municipal Districts, Villages and Summer Villages alternate seat nominations.

D. Mayr nominated himself; L. Pritchard nominated herself.

H. Smit called for nominations two more times.

MOVED M. Walsh that nominations cease.	CARRIED BY MAJORITY	3970
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**Lynn Pritchard elected for the Municipal Districts, Villages and Summer Villages alternate seat.**

S. Morton accepted a nomination from H. Smit in the advance nomination phase.

H. Smit opened the floor for the City of Wetaskiwin, Municipality of Jasper and Towns alternate seat nominations.

S. May nominated herself.

H. Smit called for nominations two more times.

MOVED W. Rothe that nominations cease.	CARRIED BY MAJORITY	3971
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**Stacey May elected for the City of Wetaskiwin, Municipality of Jasper and Towns alternate seat.**

Executive Committee Alternates	
Honey Pell, City of Beaumont	Lynn Pritchard, Village of Breton
Jackie McCuaig, Parkland County	Ron Kleinfeldt, County of Barrhead No. 11
Jeff Acker, City of Spruce Grove	Stacey May, Town of Devon
Judy Bennett, Town of Stony Plain	<i>Vacant</i> , City of Leduc
Judy Lefebvre, Pembina Hills School Division	<i>Open seat does not have an alternate</i>

#### 8. Motion to Destroy Ballots

MOVED by D. Mayr that the electronic ballot surveys be destroyed.	CARRIED BY MAJORITY	3972
SECONDED by B. Elliot.		

*BREAK: 10:47-10:52 a.m.*

#### 9. 2021 Meeting Dates

MOVED by W. Rothe that the Board meet in 2021 on Mar. 15, June 21, Oct. 4 and Dec. 6.	CARRIED BY MAJORITY	3973
SECONDED by B. Elliot.		
PROXY VOTE: One in favour.		

#### 10. 2021 Budget

MOVED by T. Melnyk that the 2021 budget be approved as presented.	CARRIED BY MAJORITY	3974
SECONDED by D. Mayr.		
PROXY VOTE: One in favour.		

#### 11. Infrastructure Grant Report for the Province

MOVED by V. Julyan that the Infrastructure Grant report be approved for submission to Alberta Municipal Affairs Public Library Services Branch.	CARRIED BY MAJORITY	3975
SECONDED by D. Mayr.		
PROXY VOTE: One in favour.		

### INFORMATION ITEMS

#### 12. 2019-2021 Plan of Service Workplan Status

#### 13. Indigenous Grant Update

*D. Truckey left the meeting.*

#### 14. Stronger Together Virtual Conference Summary Report

#### 15. YRL Trustee and Alternate Orientation – January 25, 2021

*D. Truckey returned to the meeting.*



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

PLC meets on December 11; structure being revised to focus on professional development and networking.

**17. Public Library Services Branch (PLSB) Update**

An email update is forthcoming.

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

H. Smit is the ALTA Area 2 (Yellowhead) trustee and S. Morton is the alternate. Dr. Margaret Law will be conducting an organizational review.

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

K. Palichuk reappointed as Vice Chair of TAL Board. Dr. Law continues as the part-time term CEO. At the conclusion of the GST review, less than \$170,000 was paid to the Canada Revenue Agency.

**20. Correspondence**

MOVED by S. Morton that the 2019-2021 Plan of Service workplan status, Stronger Together virtual conference summary report, YRL trustee and alternate orientation, the updates about the Indigenous Grant, PLC, PLSB, ALTA and TAL, and the correspondence be accepted as presented for information.

SECONDED by D. Mayr.

CARRIED BY MAJORITY

3976

**NEXT MEETING**

The next YRL Board of Trustees meeting is on March 15, 2021 at 10:00 a.m.

**ADJOURNMENT**

MOVED by D. Mayr that the meeting adjourn at 11:35 a.m.

CARRIED BY MAJORITY

3977

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# **DRAYTON VALLEY MUNICIPAL LIBRARY**

**Drayton Valley, Alberta**

**December 31, 2020**

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## **Financial Statements (Unaudited)**

	<u>Page</u>
Review Engagement Report	1
Management's Responsibility for Financial Reporting	2
Statement of Financial Position	3
Statement of Operations and Accumulated Surplus	4
Statement of Change in Net Financial Assets	5
Statement of Cash Flows	6
Description of Organization and Significant Accounting Policies	7 - 8
Notes to the Financial Statements	9 - 10

## REVIEW ENGAGEMENT REPORT

To the members of **Drayton Valley Municipal Library**:

We have reviewed the statement of financial position of **Drayton Valley Municipal Library** as at December 31, 2020 and the statements of operations, changes in net financial assets, and cash flows for the year then ended and a description of the organization with a summary of significant accounting policies and other explanatory information.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on the financial statements.

### Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of Drayton Valley Municipal Library as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

*Nguyen Scott*  
*LLP*

St. Albert, Alberta

March 22, 2021

Nguyen Scott LLP

Chartered Professional Accountants

### **Management's Responsibility for Financial Reporting**

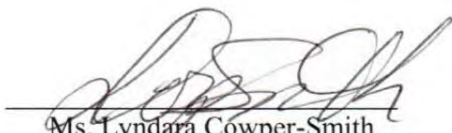
To the Chair of the Board and Members of the Board of the Drayton Valley Municipal Library

The integrity, relevance and comparability of the data in the accompanying financial statements are the responsibility of management.

The financial statements are prepared by management in accordance with Canadian public sector accounting standards. They necessarily include some amounts that are based on the best estimates and judgments of management.

To assist in its responsibility, management maintains accounting, budget and other controls to provide reasonable assurance that transactions are appropriately authorized, that assets are properly accounted for and safeguarded, and that financial records are reliable for preparation of financial statements.

Nguyen Scott LLP, Chartered Professional Accountants, have been appointed by the Board to review the Library's financial statements.



Ms. Lyndara Cowper-Smith  
Chair of the Board

**DRAYTON VALLEY MUNICIPAL LIBRARY****STATEMENT OF FINANCIAL POSITION****December 31****(Unaudited)****2020****2019****FINANCIAL ASSETS**

Cash	\$ 142,811	\$ 99,703
GST recoverable	<u>2,585</u>	<u>3,141</u>
	<u>145,396</u>	<u>102,844</u>

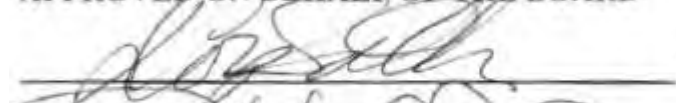
**LIABILITIES**


Accounts payable and accrued liabilities - Note 2	<u>9,990</u>	<u>11,926</u>
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**NET FINANCIAL ASSETS****135,406 90,918****NON FINANCIAL ASSETS**

Tangible capital assets - Note 1	<u>20,681</u>	<u>4,482</u>
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**ACCUMULATED SURPLUS - Note 3****\$ 156,087 \$ 95,400****CONTINGENT LIABILITY - Note 7****APPROVED ON BEHALF OF THE BOARD**

 Director

 Director

The accompanying notes are an integral part of these financial statements

3.

Nguyen Scott LLP  
Chartered Professional Accountants

**DRAYTON VALLEY MUNICIPAL LIBRARY****STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS****Year Ended December 31****Budget****(Unaudited)****2020****2020****2019****Revenue:**

Member requisitions - Note 4	\$ 556,683	\$ 556,683	\$ 600,086
Grants - Note 5	99,838	83,499	95,759
Government assistance	0	10,107	0
Donations	6,500	7,623	7,180
Sales of goods and services	<u>11,650</u>	<u>6,447</u>	<u>13,797</u>
	<u>674,671</u>	<u>664,359</u>	<u>716,822</u>

**Expenses:**

Payroll	480,157	436,132	471,262
Employee benefits	67,200	71,715	70,853
Purchase of materials	36,006	24,612	27,306
Utilities	34,000	23,124	36,093
Professional general services	9,750	9,265	13,202
Equipment rentals	6,500	8,622	8,374
Office	6,500	6,265	6,395
Amortization	0	4,194	3,901
Insurance	4,500	3,088	4,458
Program	8,000	3,066	9,293
Continuing education	10,500	4,626	9,643
Equipment purchases	6,000	3,265	5,521
Travel	1,500	1,442	689
Repairs and maintenance	1,500	1,412	1,437
Memberships	750	819	378
Supplies	2,750	772	2,148
Interest and bank charges	1,000	822	1,258
Postage	<u>1,250</u>	<u>431</u>	<u>1,303</u>
	<u>677,863</u>	<u>603,672</u>	<u>673,514</u>

<b>Annual Surplus / (Deficit)</b>	<b>(3,192)</b>	<b>60,687</b>	<b>43,308</b>
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<b>Accumulated Surplus - beginning of year</b>		<u><b>95,400</b></u>	<u><b>52,092</b></u>
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<b>Accumulated Surplus - end of year</b>		<u><u><b>\$ 156,087</b></u></u>	<u><u><b>\$ 95,400</b></u></u>
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**DRAYTON VALLEY MUNICIPAL LIBRARY****STATEMENT OF CHANGES IN NET FINANCIAL  
ASSETS****Year Ended December 31****(Unaudited)****2020****2019**

<b>Annual Surplus</b>	\$ 60,687	\$ 43,308
Amortization of tangible capital assets	4,195	3,901
Addition of capital assets	<u>(20,394)</u>	<u>0</u>
	44,488	47,209
<b>Net Financial Assets, Beginning of Year</b>	<u>90,918</u>	<u>43,709</u>
<b>Net Financial Assets, End of Year</b>	<u>\$ 135,406</u>	<u>\$ 90,918</u>

The accompanying notes are an integral part of these financial statements

5.

 Nguyen Scott LLP  
 Chartered Professional Accountants



**DRAYTON VALLEY MUNICIPAL LIBRARY****STATEMENT OF CASH FLOWS****December 31****(Unaudited)****2020****2019****CASH PROVIDED BY / (USED IN):****Operating Activities**

Requisitions and grants

\$ 664,360 \$ 716,823

Suppliers and employees

(600,859) (660,010)63,501 56,813**Investing Activities**

Equipment purchases

(20,393) 0**Financing Activities**

Advances from related parties

0 42,390**Net Increase****43,108** **99,203****Cash, beginning of Year**99,703 500**Cash, end of Year**\$ 142,811 \$ 99,703

**DRAYTON VALLEY MUNICIPAL LIBRARY****DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES****(Unaudited)****December 31, 2020**

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**DESCRIPTION OF ORGANIZATION**

The Drayton Valley Municipal Library (the "Library") is set up to operate a public library and provide public Internet access for the residents of Drayton Valley and surrounding areas.

The organization is a registered charity, accordingly, no provision is made for income taxes pursuant to Section 149 (1) of the Income Tax Act.

**SIGNIFICANT ACCOUNTING POLICIES****Basis of Presentation**

The financial statements of the Drayton Valley Municipal Library are the representations of management, prepared in accordance with Canadian public sector accounting standards excluding the not-for-profit provisions contained in PS 4200 - PS 4700. Significant aspects of the accounting policies adopted by the Library are as follows:

**Revenue Recognition**

Revenues are accounted for in the period in which the transactions or events occurred that gave rise to the revenues.

Government transfers are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, the Library has met any eligibility criteria and reasonable estimates of the amounts can be made.

Fines are recorded when received as a result of the difficulty in determining collectability.

**Use of Estimates**

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amount of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from these estimates.

**Financial Instruments**

The Library's financial instruments consist of cash, accounts receivable and accounts payable and accrued liabilities. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values. It is management's opinion that the Library is not exposed to significant interest, currency or credit risks arising from these financial instruments.

**DRAYTON VALLEY MUNICIPAL LIBRARY****DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES****(Unaudited)****December 31, 2020****SIGNIFICANT ACCOUNTING POLICIES - continued****Tangible Capital Assets**

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over their estimated useful lives as follows:

Furniture and Fixtures	5 Years
Computers	5 Years
Vehicles	6 Years
Leasehold Improvements	10 Years

The library regularly reviews its tangible capital assets to eliminate obsolete items.

Only assets with an original cost of \$5,000 or more are capitalized. Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

Works of art for display are not recorded as tangible capital assets but are disclosed.

**Retirement and Post-Employment Benefits**

Retirement and post-employment benefits (benefits) are capped at maximum of 18% of the qualified employee's gross earnings. The Library's contribution towards benefits will not exceed 6% of the employee's gross earnings. The employee's minimum contribution towards benefits must at least match the employer's contributions of 6%. Employees may contribute up to an additional 6% of their gross earnings towards the benefits plan of their choice.

## DRAYTON VALLEY MUNICIPAL LIBRARY

## NOTES TO THE FINANCIAL STATEMENTS

(Unaudited)

December 31, 2020

## NOTE 1 - TANGIBLE CAPITAL ASSETS

	Cost Beginning of Year	Additions	Disposals / Write-downs	Cost End of Year
Library Furniture & Fixtures	\$ 421,010	\$ 15,078	\$ 0	\$ 436,088
Leasehold Improvements - over \$500	26,233	0	0	26,233
Computers	<u>7,326</u>	<u>5,315</u>	<u>0</u>	<u>12,641</u>
	<u>\$ 454,569</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 474,962</u>

	Accumulated Amortization Beginning of Year	Current Amortization	Disposals / Write-downs	Accumulated Amortization End of Year
Library Furniture & Fixtures	\$ 421,011	\$ 1,508	\$ 0	\$ 422,519
Leasehold Improvements - over \$500	21,750	2,155	0	23,905
Computers	<u>7,326</u>	<u>531</u>	<u>0</u>	<u>7,857</u>
	<u>\$ 450,087</u>	<u>\$ 4,194</u>	<u>\$ 0</u>	<u>\$ 454,281</u>

## NOTE 2 - ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	<u>2020</u>	<u>2019</u>
Accounts payable	\$ 7,490	\$ 9,426
Accrued liabilities	<u>2,500</u>	<u>2,500</u>
	<u>\$ 9,990</u>	<u>\$ 11,926</u>

## NOTE 3 - ACCUMULATED SURPLUS

	<u>2020</u>	<u>2019</u>
Unrestricted surplus	\$ 77,979	\$ 83,492
Restricted surplus	57,427	7,426
Equity in tangible capital assets	<u>20,681</u>	<u>4,482</u>
	<u>\$ 156,087</u>	<u>\$ 95,400</u>

**DRAYTON VALLEY MUNICIPAL LIBRARY****NOTES TO THE FINANCIAL STATEMENTS****(Unaudited)****December 31, 2020****NOTE 4 - MEMBER REQUISITIONS**

	<u><b>2020</b></u>	<u><b>2019</b></u>
Town of Drayton Valley	\$ 328,758	\$ 372,160
Brazeau County	<u>227,925</u>	<u>227,926</u>
	<u><b>\$ 556,683</b></u>	<u><b>\$ 600,086</b></u>

**NOTE 5 - GRANTS**

	<u><b>2020</b></u>	<u><b>2019</b></u>
Government of Alberta - operating	\$ 39,122	\$ 39,122
Yellowhead Regional Library	31,868	36,772
St. Thomas Aquinas Roman Catholic Schools	3,165	13,132
Summer Temporary Employment Program	4,700	3,528
Parkland County	<u>4,644</u>	<u>3,205</u>
	<u><b>\$ 83,499</b></u>	<u><b>\$ 95,759</b></u>

**NOTE 6 - CONTRACTUAL OBLIGATIONS**

The Library is obligated to make monthly payments to Ricoh of \$506 till June 2024 for use of printing and display equipment.

**NOTE 7 - RESTRUCTURING**

The Rotary Library was closed in December to consolidate locations. Due to the closure, a lawsuit for severance was brought against the Library. An estimate and likelihood of the contingent liability for compensation cannot be estimated.

**NOTE 8 - SUBSEQUENT EVENTS**

On March 11, 2020, the COVID-19 outbreak was declared a global pandemic by the World Health Organization and on March 17, 2020 the Province of Alberta declared a public health emergency. Many businesses and individuals in a vast array of sectors may experience an economic loss due to the ongoing COVID-19 which may have a financial effect on the Library. An estimate of the potential financial impact cannot be made at this time..

**NOTE 9 - APPROVAL OF FINANCIAL STATEMENTS**

These financial statements were approved by the Board of Directors and management.



*Sustainability Committee Meeting  
Wednesday, January 27, 2021, 8:30 a.m.-11:00 a.m.  
Town of Drayton Valley CETC*

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**Meeting Notes**

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**Present:** Councillor Fayrell Wheeler, Councillor Nancy Dodds, Aishah Mohd-Isa, Lisa Legeas, Bree Motkoski, Khaled Mouallem, Annette Driessen, Christina Seidel, Owen Olynyk

**1.0 Call to Order**

Councillor Wheeler called the meeting to order at 8:35 a.m.

**2.0 Additions or Deletions to Agenda**

**3.0 Adoption of Agenda**

Councillor Dodds moved to approve the agenda as presented.  
Carried

**4.0 Approval of Committee Meeting Notes**

**4.1** Sustainability Committee Meeting Notes, December 22, 2020

**5.0 Discussion Items**

**5.1** Edible Tree Grant - update

Councillor Wheeler advised that December 7<sup>th</sup>, 2020 was the deadline for the grant submission. We are to provide a scaled drawing of the location which we still must confirm. Owen Olynyk advised that a great location would be at the south entrance truck stop on the green space. Another discussed location was Watino park. The grant application will open again in the fall. We should have our location and scaled drawing ready to submit.

**5.2** 2020 Event Budget

Lisa Legeas prepared an excel spreadsheet that will track our events budget. Council approved \$10,000.00 budget to be able to focus on community events. Lisa Legeas will add a description column into the spreadsheet. The committee would like to plan something quarterly. Annette Driessen advised that EPBR (Eagle Point Blue Rapids) in part with family day is doing an event with some ice sculptures at Discovery Park for viewing and scavenger hunts for families to participate in. The committee will continue discussing more ideas at future meetings.

*Sustainability Committee Meeting**January 27, 2021*

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**5.3** Pour Program - update

Lisa Legeas advised that the winner was chosen and contacted and will be up on social media shortly. Discussed having more communications for the POUR program. Aishah Mohd-Isa will provide more statistics at the next meeting.

**5.4** PACE Program – tabled to next meeting.**5.5** Recycling Boost – tabled to next meeting.**5.6** CLOSED SESSION – GFL delegation (Mike Horvath)**5.7** CLOSED SESSION – Bio-Mass delegation (Arron St. Louis)**6.0 Other Business****7.0 Information Items****8.0 Items for Next Meeting**

- PACE Program
- Recycling Boost
- POUR Program

**9.0 Next Meeting Date**

- March 5, 2021, 9:00 a.m. – 10:30 a.m. at Town of Drayton Valley in Conference Room #2

**10.0 Adjournment**

Councillor Wheeler adjourned the meeting at 12:05 p.m.





*Sustainability Committee Meeting  
Friday, March 5, 2021, 9:00 a.m.-10:30 a.m.  
Town of Drayton Valley Conference Room #2*

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**Meeting Notes**

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**Present:** Councillor Fayrell Wheeler, Councillor Nancy Dodds, Aishah Mohd-Isa

**1.0 Call to Order**

Councillor Wheeler called the meeting to order at 9:10 a.m.

**2.0 Additions or Deletions to Agenda**

**3.0 Adoption of Agenda**

Councillor Dodds moved to approve the agenda as presented.  
Carried

**4.0 Approval of Committee Meeting Notes**

**4.1** Sustainability Committee Meeting Notes, January 27, 2021

**5.0 Discussion Items**

**5.1** PACE Program

Ms. Mohd-Isa reported on her conversation with Carlee Beaver of MCCAC on the latest update on PACE Program. The Committee agreed for Administration to form a committee to design a program and By-law that is suitable for Drayton Valley. Once completed, this will be presented for Council's consideration.

**5.2** Recycling Boost

Increasing social media reminders for recycling would improve recycling rates, and it is important to remind residents that recycling saves money by diverting trash away from using up landfill airspace. Committee will invite Ms. Jenn Stone to discuss a communications plan for recycling that ties into the Spring Clean-up.

**5.3** POUR Program

Administration to proceed with announcing the 2021 winner and include a teaser that the POUR Program will be revamped. For now, the requirement for home inspection will be removed and the application form will be updated accordingly. The program will be expanded to include more water-saving and energy-saving items and a gamification element will be added to build more excitement around the program (spin it to win it).

## Sustainability Committee Meeting

March 5, 2021

**5.4** Reinstatement of the Coal Development Policy

The Committee discussed the ramifications of the project, particularly from the aspects of water contamination (selenium) and long-term economic impact. A letter summarizing this discussion will be drafted for Council's consideration.

**5.5** Historical River Application

The EPBRPC are putting in an application to name the North Saskatchewan as a historical river. An invitation will be extended to Sandra Bannard of EPBRPC to better understand the implications of this naming.

**5.6** Fortis Photo-op

This will be a photo opportunity event to mark the handing over of the E-CENT kit to the library. The E-CENT kit was developed by the Town in partnership with the library and funded by Fortis. The Kit contains measurement tools to help residents identify potential energy leaks in their buildings. The Kit can be borrowed from the municipal library. A press write-up will be done post-event to promote the E-CENT Kit and tie-in with the POUR Program.

**5.7** Council 101

The proposed date for the workshop is May 4<sup>th</sup>, 7-8 pm at Council chambers. The event will be recorded, and segments will be made available online after the event. A Voter 101 communications blast will also be planned for residents.

**5.8** Purple tables

The EPBRPC are proposing to put in purple tables in Eagle-Point Blue Rapids Park and around Town. The Committee is supportive but would like to have further information on the location, maintenance plan, etc. This item is added for discussion with Sandra Bannard of EPBRPC.

**5.9** Free Tipping Days/Curb-it/Spring Clean-up

Spring clean-up was replaced by free Tipping Days last year due to COVID. An invitation will be extended to Owen Olynyk to discuss potential dates for this year, budgets, possibility of hiring contractors to do the pick-ups, COVID implications, etc. Recommendation to Council will be made based on Public Work's inputs.

**6.0** **Standing Items**

- 6.1** Events budget tracking
- 6.2** Edible trees grant application requirements
- 6.3** Placemaking – Giant Lawn Chair

**7.0** **Information Items****8.0** **Items for Next Meeting**

- Feb 11 Landfill Meeting Reporting
- Jenn Stone: Communication plans for Earth Day, recycling boost, voter 101
- Sandra Bannard discussion: Purple tables, historical river application, events
- Owen discussion list: Spring clean-up, red lawn chair

*Sustainability Committee Meeting*

*March 5, 2021*

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**9.0 Next Meeting Date**

- March 25, 2021, 9.15 a.m. – 11:15 p.m. at Town of Drayton Valley in Conference Room #2

**10.0 Adjournment**

Councillor Wheeler adjourned the meeting at 10:55 a.m.

APPROVED



## Drayton Valley Municipal Crime Gauge

2021 vs. 2020  
January to February

### Criminal Code Offences



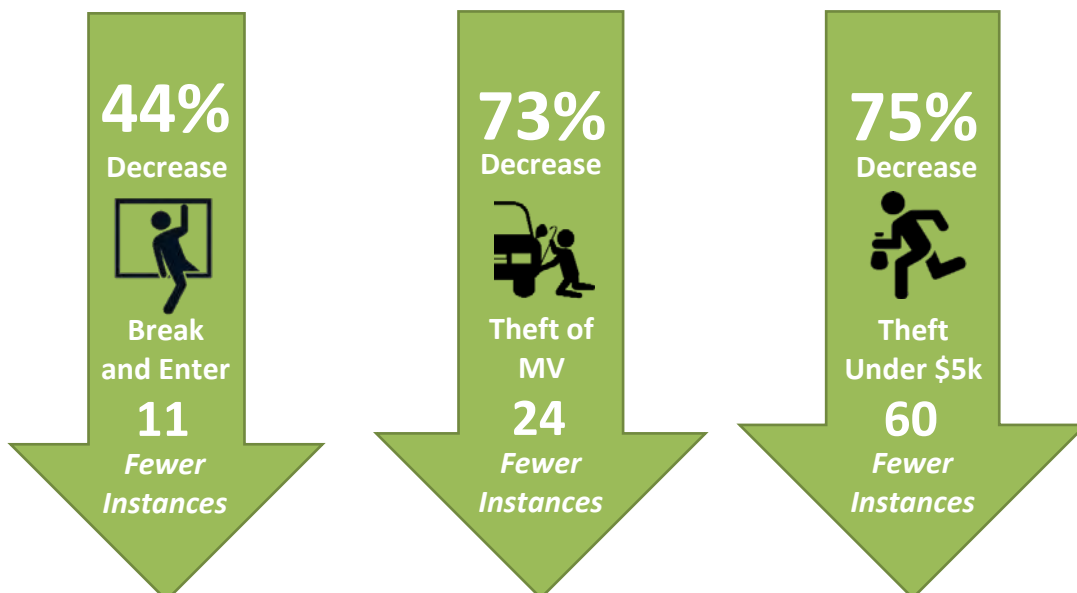
**Total  
Criminal Code  
Offences:**

**49%**

**Decrease**

When compared to  
January to February, 2020

### Select Property Crime



NOTE: If in both 2020 and 2021 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.

**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**January to February: 2017 - 2021**

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

March-03-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	1	0	0	0	N/A	N/A	-0.1
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		6	0	0	4	1	-83%	-75%	-0.6
Other Sexual Offences		1	1	0	2	0	-100%	-100%	-0.1
Assault		14	21	19	17	16	14%	-6%	0.0
Kidnapping/Hostage/Abduction		0	1	0	0	0	N/A	N/A	-0.1
Extortion		0	1	0	0	0	N/A	N/A	-0.1
Criminal Harassment		3	1	0	2	7	133%	250%	0.9
Uttering Threats		4	6	10	6	8	100%	33%	0.8
<b>TOTAL PERSONS</b>		<b>29</b>	<b>32</b>	<b>29</b>	<b>31</b>	<b>32</b>	<b>10%</b>	<b>3%</b>	<b>0.5</b>
Break & Enter		8	53	12	25	14	75%	-44%	-1.6
Theft of Motor Vehicle		7	27	22	33	9	29%	-73%	1.0
Theft Over \$5,000		1	4	0	3	3	200%	0%	0.3
Theft Under \$5,000		48	70	62	80	20	-58%	-75%	-4.6
Possn Stn Goods		4	13	13	11	4	0%	-64%	-0.2
Fraud		10	12	15	21	11	10%	-48%	1.1
Arson		0	0	0	0	3	N/A	N/A	0.6
Mischief - Damage To Property		0	0	0	45	23	N/A	-49%	9.1
Mischief - Other		34	24	25	21	11	-68%	-48%	-4.9
<b>TOTAL PROPERTY</b>		<b>112</b>	<b>203</b>	<b>149</b>	<b>239</b>	<b>98</b>	<b>-13%</b>	<b>-59%</b>	<b>0.8</b>
Offensive Weapons		1	2	0	5	4	300%	-20%	0.9
Disturbing the peace		10	19	8	8	11	10%	38%	-0.9
Fail to Comply & Breaches		17	30	42	24	9	-47%	-63%	-2.2
<b>OTHER CRIMINAL CODE</b>		<b>13</b>	<b>6</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>-62%</b>	<b>0%</b>	<b>-1.7</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>41</b>	<b>57</b>	<b>57</b>	<b>42</b>	<b>29</b>	<b>-29%</b>	<b>-31%</b>	<b>-3.9</b>
<b>TOTAL CRIMINAL CODE</b>		<b>182</b>	<b>292</b>	<b>235</b>	<b>312</b>	<b>159</b>	<b>-13%</b>	<b>-49%</b>	<b>-2.6</b>

**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**January to February: 2017 - 2021**

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

March-03-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		5	6	4	4	6	20%	50%	0.0
Drug Enforcement - Trafficking		3	2	4	5	3	0%	-40%	0.3
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>13%</b>	<b>0%</b>	<b>0.3</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	6	1	1	N/A	0%	0.2
<b>TOTAL FEDERAL</b>		<b>8</b>	<b>9</b>	<b>14</b>	<b>10</b>	<b>10</b>	<b>25%</b>	<b>0%</b>	<b>0.5</b>
Liquor Act		1	4	2	4	2	100%	-50%	0.2
Cannabis Act		0	0	1	2	1	N/A	-50%	0.4
Mental Health Act		9	20	13	12	23	156%	92%	2.0
Other Provincial Stats		11	24	20	31	34	209%	10%	5.3
<b>Total Provincial Stats</b>		<b>21</b>	<b>48</b>	<b>36</b>	<b>49</b>	<b>60</b>	<b>186%</b>	<b>22%</b>	<b>7.9</b>
Municipal By-laws Traffic		1	0	0	0	0	-100%	N/A	-0.2
Municipal By-laws		6	8	3	12	9	50%	-25%	1.0
<b>Total Municipal</b>		<b>7</b>	<b>8</b>	<b>3</b>	<b>12</b>	<b>9</b>	<b>29%</b>	<b>-25%</b>	<b>0.8</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	2	1	0	0	N/A	N/A	-0.2
Property Damage MVC (Reportable)		36	42	38	30	21	-42%	-30%	-4.2
Property Damage MVC (Non Reportable)		4	5	5	5	0	-100%	-100%	-0.8
<b>TOTAL MVC</b>		<b>40</b>	<b>49</b>	<b>44</b>	<b>35</b>	<b>21</b>	<b>-48%</b>	<b>-40%</b>	<b>-5.2</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	2	N/A	N/A	0.4
Roadside Suspension - Drugs (Prov)		0	0	0	0	1	N/A	N/A	0.2
<b>Total Provincial Traffic</b>		<b>49</b>	<b>80</b>	<b>196</b>	<b>104</b>	<b>110</b>	<b>124%</b>	<b>6%</b>	<b>14.6</b>
<b>Other Traffic</b>		<b>1</b>	<b>3</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>100%</b>	<b>0%</b>	<b>0.1</b>
<b>Criminal Code Traffic</b>		<b>8</b>	<b>15</b>	<b>16</b>	<b>22</b>	<b>12</b>	<b>50%</b>	<b>-45%</b>	<b>1.5</b>
<b>Common Police Activities</b>									
False Alarms		27	31	17	16	8	-70%	-50%	-5.3
False/Abandoned 911 Call and 911 Act		9	17	12	20	12	33%	-40%	0.9
Suspicious Person/Vehicle/Property		17	14	30	33	36	112%	9%	5.7
Persons Reported Missing		2	3	5	5	2	0%	-60%	0.2
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		26	19	33	25	27	4%	8%	0.8
Form 10 (MHA) (Reported)		0	0	0	0	2	N/A	N/A	0.4

**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**February: 2017 - 2021**

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

March-03-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	0	0	0	0	-100%	N/A	-0.2
Sexual Assaults		4	0	0	2	1	-75%	-50%	-0.4
Other Sexual Offences		1	0	0	1	0	-100%	-100%	-0.1
Assault		7	13	9	9	5	-29%	-44%	-0.8
Kidnapping/Hostage/Abduction		0	1	0	0	0	N/A	N/A	-0.1
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	0	0	0	2	N/A	N/A	0.4
Uttering Threats		3	5	6	5	6	100%	20%	0.6
<b>TOTAL PERSONS</b>		<b>16</b>	<b>19</b>	<b>15</b>	<b>17</b>	<b>14</b>	<b>-13%</b>	<b>-18%</b>	<b>-0.6</b>
Break & Enter		5	22	5	21	5	0%	-76%	-0.1
Theft of Motor Vehicle		3	18	14	17	4	33%	-76%	0.1
Theft Over \$5,000		1	2	0	3	1	0%	-67%	0.1
Theft Under \$5,000		19	34	25	46	6	-68%	-87%	-1.4
Possn Stn Goods		2	6	7	9	3	50%	-67%	0.5
Fraud		5	5	7	14	8	60%	-43%	1.5
Arson		0	0	0	0	1	N/A	N/A	0.2
Mischief - Damage To Property		0	0	0	31	13	N/A	-58%	5.7
Mischief - Other		18	19	10	11	2	-89%	-82%	-4.0
<b>TOTAL PROPERTY</b>		<b>53</b>	<b>106</b>	<b>68</b>	<b>152</b>	<b>43</b>	<b>-19%</b>	<b>-72%</b>	<b>2.6</b>
Offensive Weapons		1	1	0	3	2	100%	-33%	0.4
Disturbing the peace		5	10	3	6	4	-20%	-33%	-0.6
Fail to Comply & Breaches		11	16	20	17	4	-64%	-76%	-1.3
<b>OTHER CRIMINAL CODE</b>		<b>5</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>-1.1</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>22</b>	<b>31</b>	<b>26</b>	<b>29</b>	<b>10</b>	<b>-55%</b>	<b>-66%</b>	<b>-2.6</b>
<b>TOTAL CRIMINAL CODE</b>		<b>91</b>	<b>156</b>	<b>109</b>	<b>198</b>	<b>67</b>	<b>-26%</b>	<b>-66%</b>	<b>-0.6</b>



**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**February: 2017 - 2021**

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

March-03-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	2	2	3	1	-67%	-67%	-0.3
Drug Enforcement - Trafficking		3	1	1	2	2	-33%	0%	-0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>6</b>	<b>3</b>	<b>3</b>	<b>5</b>	<b>3</b>	<b>-50%</b>	<b>-40%</b>	<b>-0.4</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	3	1	0	N/A	-100%	0.0
<b>TOTAL FEDERAL</b>		<b>6</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>3</b>	<b>-50%</b>	<b>-50%</b>	<b>-0.4</b>
Liquor Act		1	2	1	1	1	0%	0%	-0.1
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		3	8	9	5	7	133%	40%	0.5
Other Provincial Stats		6	9	6	16	14	133%	-13%	2.3
<b>Total Provincial Stats</b>		<b>10</b>	<b>19</b>	<b>16</b>	<b>22</b>	<b>22</b>	<b>120%</b>	<b>0%</b>	<b>2.7</b>
Municipal By-laws Traffic		1	0	0	0	0	-100%	N/A	-0.2
Municipal By-laws		3	7	2	4	3	0%	-25%	-0.3
<b>Total Municipal</b>		<b>4</b>	<b>7</b>	<b>2</b>	<b>4</b>	<b>3</b>	<b>-25%</b>	<b>-25%</b>	<b>-0.5</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	0	0	0	0	N/A	N/A	0.0
Property Damage MVC (Reportable)		24	12	19	10	10	-58%	0%	-3.0
Property Damage MVC (Non Reportable)		2	4	1	1	0	-100%	-100%	-0.7
<b>TOTAL MVC</b>		<b>26</b>	<b>16</b>	<b>20</b>	<b>11</b>	<b>10</b>	<b>-62%</b>	<b>-9%</b>	<b>-3.7</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	1	N/A	N/A	0.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	1	N/A	N/A	0.2
<b>Total Provincial Traffic</b>		<b>25</b>	<b>35</b>	<b>91</b>	<b>55</b>	<b>54</b>	<b>116%</b>	<b>-2%</b>	<b>7.8</b>
<b>Other Traffic</b>		<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>N/A</b>	<b>N/A</b>	<b>-0.1</b>
<b>Criminal Code Traffic</b>		<b>4</b>	<b>7</b>	<b>5</b>	<b>12</b>	<b>9</b>	<b>125%</b>	<b>-25%</b>	<b>1.5</b>
<b>Common Police Activities</b>									
False Alarms		13	9	2	5	7	-46%	40%	-1.6
False/Abandoned 911 Call and 911 Act		7	10	6	10	3	-57%	-70%	-0.8
Suspicious Person/Vehicle/Property		11	6	13	18	20	82%	11%	3.0
Persons Reported Missing		1	1	3	4	2	100%	-50%	0.5
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		14	10	16	14	14	0%	0%	0.4
Form 10 (MHA) (Reported)		0	0	0	0	1	N/A	N/A	0.2

**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**January to February: 2017 - 2021**

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

March-03-21

Category	Trend	2017	2018	2019	2020	2021	FLAG
<b>Theft Motor Vehicle (Total)</b>		7	27	22	33	9	<b>Within Norm</b>
Auto		0	6	0	1	1	Within Norm
Truck		4	14	19	26	5	Within Norm
SUV		1	2	1	1	2	<b>Issue</b>
Van		0	1	0	0	0	Within Norm
Motorcycle		0	2	0	0	0	Within Norm
Other		2	2	1	5	1	Within Norm
Take Auto without Consent		0	0	1	0	0	Within Norm
<b>Break and Enter (Total)*</b>		8	53	12	25	14	<b>Within Norm</b>
Business		2	27	2	10	4	Within Norm
Residence		4	13	3	5	5	Within Norm
Cottage or Seasonal Residence		0	0	0	0	0	Within Norm
Other		1	12	3	8	4	Within Norm
<b>Theft Over &amp; Under \$5,000 (Total)</b>		49	74	62	83	23	<b>Within Norm</b>
Theft from a motor vehicle		16	35	28	47	11	Within Norm
Shoplifting		11	7	10	6	0	Within Norm
Mail Theft (includes all Mail offences)		1	2	2	3	1	Within Norm
Theft of bicycle		0	1	0	0	0	Within Norm
Other Theft		21	29	22	27	11	Within Norm

Mischief To Property		34	24	25	66	34	Within Norm
Suspicious Person/ Vehicle/ Property		17	14	30	33	36	<b>Issue</b>
Fail to Comply/Breach		17	30	42	24	9	Within Norm
Wellbeing Check		8	9	12	23	19	Within Norm
Mental Health Act		9	20	13	12	23	<b>Issue</b>
False Alarms		27	31	17	16	8	Within Norm

Traffic	Trend	2017	2018	2019	2020	2021	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		0	0	0	0	0	Within Norm
Occupant Restraint/Seatbelt Violations*		0	6	34	10	9	Within Norm
Speeding Violations*		9	3	1	3	2	Within Norm
Intersection Related Violations*		3	3	4	5	10	<b>Issue</b>
Other Non-Moving Violation*		5	34	73	38	36	Within Norm
Pursuits**		1	1	2	7	5	Within Norm
Other CC Traffic**		0	0	3	5	1	Within Norm

\*"Actual"   \*\*"Reported"

Categories flagged with "Issue" only indicate that the current number of offences are higher the statistical norm based on previous years.

[illegible]

[illegible]



## Drayton Valley Municipal Crime Gauge

2021 vs. 2020  
January to March

### Criminal Code Offences

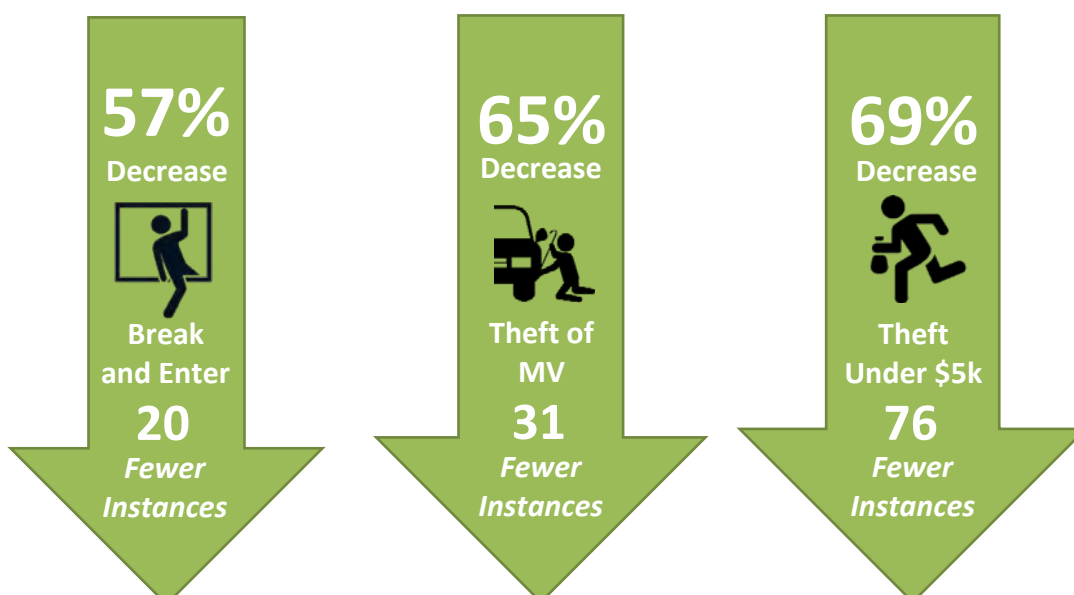


**Total Criminal Code Offences:**

**41% Decrease**

When compared to January to March, 2020

### Select Property Crime





























NOTE: If in both 2020 and 2021 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.

**Drayton Valley Municipal Detachment  
Crime Statistics (Actual)  
January to March: 2017 - 2021**

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

April-08-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	1	0	0	0	N/A	N/A	-0.1
Robbery		1	1	0	0	0	-100%	N/A	-0.3
Sexual Assaults		7	0	0	4	3	-57%	-25%	-0.4
Other Sexual Offences		2	3	1	2	3	50%	50%	0.1
Assault		27	39	28	26	31	15%	19%	-0.5
Kidnapping/Hostage/Abduction		0	1	0	0	1	N/A	N/A	0.1
Extortion		0	1	0	0	1	N/A	N/A	0.1
Criminal Harassment		4	4	3	3	9	125%	200%	0.9
Uttering Threats		5	8	12	10	11	120%	10%	1.4
<b>TOTAL PERSONS</b>		<b>46</b>	<b>58</b>	<b>44</b>	<b>45</b>	<b>59</b>	<b>28%</b>	<b>31%</b>	<b>1.3</b>
Break & Enter		22	62	16	35	15	-32%	-57%	-4.1
Theft of Motor Vehicle		9	34	30	48	17	89%	-65%	3.0
Theft Over \$5,000		1	6	1	4	3	200%	-25%	0.2
Theft Under \$5,000		72	112	89	110	34	-53%	-69%	-7.8
Possn Stn Goods		8	25	16	15	7	-13%	-53%	-1.2
Fraud		16	19	18	24	16	0%	-33%	0.5
Arson		0	1	0	0	3	N/A	N/A	0.5
Mischief - Damage To Property		0	0	0	60	32	N/A	-47%	12.4
Mischief - Other		43	42	49	28	17	-60%	-39%	-6.6
<b>TOTAL PROPERTY</b>		<b>171</b>	<b>301</b>	<b>219</b>	<b>324</b>	<b>144</b>	<b>-16%</b>	<b>-56%</b>	<b>-3.1</b>
Offensive Weapons		2	5	2	6	8	300%	33%	1.3
Disturbing the peace		15	26	17	13	18	20%	38%	-0.7
Fail to Comply & Breaches		23	42	51	27	14	-39%	-48%	-3.3
<b>OTHER CRIMINAL CODE</b>		<b>14</b>	<b>10</b>	<b>12</b>	<b>7</b>	<b>6</b>	<b>-57%</b>	<b>-14%</b>	<b>-1.9</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>54</b>	<b>83</b>	<b>82</b>	<b>53</b>	<b>46</b>	<b>-15%</b>	<b>-13%</b>	<b>-4.6</b>
<b>TOTAL CRIMINAL CODE</b>		<b>271</b>	<b>442</b>	<b>345</b>	<b>422</b>	<b>249</b>	<b>-8%</b>	<b>-41%</b>	<b>-6.4</b>

**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**January to March: 2017 - 2021**

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

April-08-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		8	14	10	7	8	0%	14%	-0.7
Drug Enforcement - Trafficking		7	4	6	5	9	29%	80%	0.5
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>15</b>	<b>18</b>	<b>16</b>	<b>12</b>	<b>17</b>	<b>13%</b>	<b>42%</b>	<b>-0.2</b>
Cannabis Enforcement		0	0	0	1	0	N/A	-100%	0.1
Federal - General		0	1	9	1	3	N/A	200%	0.6
<b>TOTAL FEDERAL</b>		<b>15</b>	<b>19</b>	<b>25</b>	<b>14</b>	<b>20</b>	<b>33%</b>	<b>43%</b>	<b>0.5</b>
Liquor Act		3	5	5	5	3	0%	-40%	0.0
Cannabis Act		0	0	1	2	3	N/A	50%	0.8
Mental Health Act		12	42	19	17	37	208%	118%	2.5
Other Provincial Stats		19	35	35	44	65	242%	48%	10.1
<b>Total Provincial Stats</b>		<b>34</b>	<b>82</b>	<b>60</b>	<b>68</b>	<b>108</b>	<b>218%</b>	<b>59%</b>	<b>13.4</b>
Municipal By-laws Traffic		1	0	0	0	0	-100%	N/A	-0.2
Municipal By-laws		10	17	6	15	17	70%	13%	1.2
<b>Total Municipal</b>		<b>11</b>	<b>17</b>	<b>6</b>	<b>15</b>	<b>17</b>	<b>55%</b>	<b>13%</b>	<b>1.0</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	2	1	1	0	-100%	-100%	-0.3
Property Damage MVC (Reportable)		53	57	56	40	28	-47%	-30%	-6.7
Property Damage MVC (Non Reportable)		7	9	5	8	4	-43%	-50%	-0.7
<b>TOTAL MVC</b>		<b>61</b>	<b>68</b>	<b>62</b>	<b>49</b>	<b>32</b>	<b>-48%</b>	<b>-35%</b>	<b>-7.7</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	2	N/A	N/A	0.4
Roadside Suspension - Drugs (Prov)		0	0	0	0	1	N/A	N/A	0.2
<b>Total Provincial Traffic</b>		<b>86</b>	<b>123</b>	<b>267</b>	<b>148</b>	<b>204</b>	<b>137%</b>	<b>38%</b>	<b>26.1</b>
<b>Other Traffic</b>		<b>3</b>	<b>4</b>	<b>9</b>	<b>2</b>	<b>3</b>	<b>0%</b>	<b>50%</b>	<b>-0.2</b>
<b>Criminal Code Traffic</b>		<b>16</b>	<b>20</b>	<b>24</b>	<b>24</b>	<b>17</b>	<b>6%</b>	<b>-29%</b>	<b>0.6</b>
<b>Common Police Activities</b>									
False Alarms		45	62	20	20	13	-71%	-35%	-10.6
False/Abandoned 911 Call and 911 Act		16	29	20	35	18	13%	-49%	1.0
Suspicious Person/Vehicle/Property		24	30	49	50	55	129%	10%	8.2
Persons Reported Missing		5	6	8	5	3	-40%	-40%	-0.5
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		41	37	52	40	48	17%	20%	1.7
Form 10 (MHA) (Reported)		0	0	0	0	3	N/A	N/A	0.6



**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**March: 2017 - 2021**

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

April-08-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	1	0	0	0	N/A	N/A	-0.1
Sexual Assaults		1	0	0	0	2	100%	N/A	0.2
Other Sexual Offences		1	2	1	0	3	200%	N/A	0.2
Assault		13	18	9	9	15	15%	67%	-0.5
Kidnapping/Hostage/Abduction		0	0	0	0	1	N/A	N/A	0.2
Extortion		0	0	0	0	1	N/A	N/A	0.2
Criminal Harassment		1	3	3	1	2	100%	100%	0.0
Uttering Threats		1	2	2	4	4	300%	0%	0.8
<b>TOTAL PERSONS</b>		<b>17</b>	<b>26</b>	<b>15</b>	<b>14</b>	<b>28</b>	<b>65%</b>	<b>100%</b>	<b>1.0</b>
Break & Enter		14	9	4	10	3	-79%	-70%	-2.1
Theft of Motor Vehicle		2	7	8	15	7	250%	-53%	1.8
Theft Over \$5,000		0	2	1	1	0	N/A	-100%	-0.1
Theft Under \$5,000		24	42	27	30	12	-50%	-60%	-3.6
Possn Stn Goods		4	12	3	4	0	-100%	-100%	-1.6
Fraud		6	7	3	3	3	-50%	0%	-1.0
Arson		0	1	0	0	0	N/A	N/A	-0.1
Mischief - Damage To Property		0	0	0	15	10	N/A	-33%	3.5
Mischief - Other		9	18	24	7	5	-44%	-29%	-1.9
<b>TOTAL PROPERTY</b>		<b>59</b>	<b>98</b>	<b>70</b>	<b>85</b>	<b>40</b>	<b>-32%</b>	<b>-53%</b>	<b>-5.1</b>
Offensive Weapons		1	3	2	2	2	100%	0%	0.1
Disturbing the peace		5	7	9	5	7	40%	40%	0.2
Fail to Comply & Breaches		6	12	9	3	4	-33%	33%	-1.3
<b>OTHER CRIMINAL CODE</b>		<b>1</b>	<b>4</b>	<b>5</b>	<b>2</b>	<b>1</b>	<b>0%</b>	<b>-50%</b>	<b>-0.2</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>13</b>	<b>26</b>	<b>25</b>	<b>12</b>	<b>14</b>	<b>8%</b>	<b>17%</b>	<b>-1.2</b>
<b>TOTAL CRIMINAL CODE</b>		<b>89</b>	<b>150</b>	<b>110</b>	<b>111</b>	<b>82</b>	<b>-8%</b>	<b>-26%</b>	<b>-5.3</b>

**Drayton Valley Municipal Detachment**  
**Crime Statistics (Actual)**  
**March: 2017 - 2021**

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

April-08-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		3	8	6	3	1	-67%	-67%	-0.9
Drug Enforcement - Trafficking		4	2	2	0	1	-75%	N/A	-0.8
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>7</b>	<b>10</b>	<b>8</b>	<b>3</b>	<b>2</b>	<b>-71%</b>	<b>-33%</b>	<b>-1.7</b>
Cannabis Enforcement		0	0	0	1	0	N/A	-100%	0.1
Federal - General		0	0	3	0	2	N/A	N/A	0.4
<b>TOTAL FEDERAL</b>		<b>7</b>	<b>10</b>	<b>11</b>	<b>4</b>	<b>4</b>	<b>-43%</b>	<b>0%</b>	<b>-1.2</b>
Liquor Act		2	1	3	1	1	-50%	0%	-0.2
Cannabis Act		0	0	0	0	2	N/A	N/A	0.4
Mental Health Act		3	22	6	5	14	367%	180%	0.5
Other Provincial Stats		8	11	15	13	28	250%	115%	4.2
<b>Total Provincial Stats</b>		<b>13</b>	<b>34</b>	<b>24</b>	<b>19</b>	<b>45</b>	<b>246%</b>	<b>137%</b>	<b>4.9</b>
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		4	9	3	3	8	100%	167%	0.2
<b>Total Municipal</b>		<b>4</b>	<b>9</b>	<b>3</b>	<b>3</b>	<b>8</b>	<b>100%</b>	<b>167%</b>	<b>0.2</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	0	0	0	0	-100%	N/A	-0.2
Property Damage MVC (Reportable)		17	15	18	11	8	-53%	-27%	-2.2
Property Damage MVC (Non Reportable)		3	4	0	3	2	-33%	-33%	-0.3
<b>TOTAL MVC</b>		<b>21</b>	<b>19</b>	<b>18</b>	<b>14</b>	<b>10</b>	<b>-52%</b>	<b>-29%</b>	<b>-2.7</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>37</b>	<b>43</b>	<b>71</b>	<b>44</b>	<b>91</b>	<b>146%</b>	<b>107%</b>	<b>10.9</b>
<b>Other Traffic</b>		<b>2</b>	<b>1</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>-50%</b>	<b>N/A</b>	<b>-0.3</b>
<b>Criminal Code Traffic</b>		<b>8</b>	<b>5</b>	<b>8</b>	<b>2</b>	<b>3</b>	<b>-63%</b>	<b>50%</b>	<b>-1.3</b>
<b>Common Police Activities</b>									
False Alarms		18	31	3	4	5	-72%	25%	-5.3
False/Abandoned 911 Call and 911 Act		7	12	8	15	5	-29%	-67%	-0.1
Suspicious Person/Vehicle/Property		7	16	19	17	19	171%	12%	2.5
Persons Reported Missing		3	3	3	0	0	-100%	N/A	-0.9
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		15	18	19	15	20	33%	33%	0.7
Form 10 (MHA) (Reported)		0	0	0	0	1	N/A	N/A	0.2

**Drayton Valley Municipal Detachment  
Crime Statistics (Actual)  
January to March: 2017 - 2021**

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

April-08-21

Category	Trend	2017	2018	2019	2020	2021	FLAG
<b>Theft Motor Vehicle (Total)</b>		9	34	30	48	17	Within Norm
Auto		0	6	0	2	1	Within Norm
Truck		6	20	25	34	10	Within Norm
SUV		1	2	2	3	2	Within Norm
Van		0	1	0	0	0	Within Norm
Motorcycle		0	3	0	0	0	Within Norm
Other		2	2	2	8	4	Within Norm
Take Auto without Consent		0	0	1	1	0	Within Norm
<b>Break and Enter (Total)*</b>		22	62	16	35	15	Within Norm
Business		8	30	3	13	5	Within Norm
Residence		10	17	5	8	5	Within Norm
Cottage or Seasonal Residence		0	0	0	0	0	Within Norm
Other		2	14	4	11	5	Within Norm
<b>Theft Over &amp; Under \$5,000 (Total)</b>		73	118	90	114	37	Within Norm
Theft from a motor vehicle		26	53	40	55	19	Within Norm
Shoplifting		18	13	16	13	0	Within Norm
Mail Theft (includes all Mail offences)		1	4	2	3	1	Within Norm
Theft of bicycle		1	1	0	1	1	Within Norm
Other Theft		27	48	32	42	16	Within Norm

Mischief To Property		43	42	49	88	49	Within Norm
Suspicious Person/ Vehicle/ Property		24	30	49	50	55	Issue
Fail to Comply/Breach		23	42	51	27	14	Within Norm
Wellbeing Check		10	16	18	27	32	Issue
Mental Health Act		12	42	19	17	37	Within Norm
False Alarms		45	62	20	20	13	Within Norm

Traffic	Trend	2017	2018	2019	2020	2021	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		0	2	6	3	19	Issue
Occupant Restraint/Seatbelt Violations*		2	13	48	12	15	Within Norm
Speeding Violations*		11	5	1	4	6	Within Norm
Intersection Related Violations*		7	4	4	9	18	Issue
Other Non-Moving Violation*		9	45	103	56	70	Within Norm
Pursuits**		1	1	3	7	6	Within Norm
Other CC Traffic**		0	0	4	6	2	Within Norm

\*\*Actual" \*\*\*Reported"

Categories flagged with "Issue" only indicate that the current number of offences are higher the statistical norm based on previous years.







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

### **TOWN OF DRAYTON VALLEY UPDATE REPORT TO COUNCIL**

**SUBJECT:** 2021 Fire Department February Stats

**DATE TO COUNCIL:** April 21, 2021

**PREPARED BY:** Tom Thomson - Fire Chief

**UPDATE INFORMATION:** To provide Council with updated information regarding department calls for service, the Fire Service has generated a statistical break down for February 2021 response for service numbers. This information includes the number of incidents responded to, the types of incidents, the incident calls for the Town of Drayton Valley and Brazeau County.

#### **Drayton Valley/Brazeau County Fire Services**

##### **2021 February Stats- Total Calls 35**

##### **Fire Calls - 3**

Vehicle Fires - 2

Structure Fire- 1

##### **Motor Vehicle Collisions - 4**

Two Vehicle MVC- 2 (Highway 39 & Range Road 4, Highway 39 & Highway 22)

Single Vehicle MVC- 1 (Highway 620 & Brazeau Tower Road)

Single Vehicle VS Wildlife- 1 (Highway 39 & Range Road 42)

##### **Rescue Calls – 1 (Rescue victim from sawdust pile)**

##### **Alarm Calls - 20**

Residential Alarm Calls- 10

Apartment Building- 1

Public School- 3

Commercial- 5 (Letter Issued)

Hotel- 1 (Letter Issued)

(4 Alarms were false with letters issued)

##### **Assist Another Agency - 4**

EMS Assists (includes cardiac arrests, lift assist calls, Stars Landing, overdose calls, etc.)- 4

(EMS arrived on scene first for all calls)

**Miscellaneous Calls - 3**

Ruptured Water Pipe- 1

Gas Leak- 1 (Carbon Monoxide)

Hazmat- 1

**Provincial**

Motor Vehicle Collisions - 4

***Provincial Total Calls - 4***

**Town of Drayton Valley**

Fire Calls - 2

Motor Vehicle Collision - 0

Rescue Calls - 0

Alarm Calls - 12

Assist Another Agency - 1

Miscellaneous Calls - 2

***Town Total Calls - 17***

**Brazeau County**

Fire Calls - 1

Motor Vehicle Collisions - 0

Rescue Calls - 1

Alarm Calls - 8

Assist Another Agency - 3

Miscellaneous Calls - 1

***County Total Calls - 14***





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

### **TOWN OF DRAYTON VALLEY UPDATE REPORT TO COUNCIL**

**SUBJECT:** 2021 Fire Department March Stats

**DATE TO COUNCIL:** April 21, 2021

**PREPARED BY:** Tom Thomson - Fire Chief

**UPDATE INFORMATION:** To provide Council with updated information regarding department calls for service, the Fire Service has generated a statistical break down for March 2021 response for service numbers. This information includes the number of incidents responded to, the types of incidents, the incident calls for the Town of Drayton Valley and Brazeau County.

#### **Drayton Valley/Brazeau County Fire Services**

##### **2021 March Stats- Total Calls 29**

##### **Fire Calls - 7**

Vehicle Fires - 1  
Structure Fire- 2  
Wildland Fire- 3  
Landfill Fire- 1

##### **Motor Vehicle Collisions - 3**

Single Vehicle MVC- 3 (5024-53 Avenue Breton, Highway 620 east of Powerhouse Road, 50<sup>th</sup> Avenue & 50<sup>th</sup> Street Violet Grove)

**Rescue Calls -1** (Gaining entry into building for EMS for possible man down)

##### **Alarm Calls - 12**

Residential Alarm Calls- 9  
Commercial- 3

##### **Assist Another Agency - 5**

EMS Assists (includes cardiac arrests, lift assist calls, Stars Landing, overdose calls, etc.)- 4  
RCMP Assist- 1  
(EMS arrived on scene first for all calls)

##### **Miscellaneous Calls - 1**

Gas Leak- 1 (Residential gas leak)

**Provincial**

Motor Vehicle Collisions - 1

***Provincial Total Calls - 1***

**Town of Drayton Valley**

Fire Calls - 3

Motor Vehicle Collision - 0

Rescue Calls - 1

Alarm Calls - 10

Assist Another Agency - 1

Miscellaneous Calls -1

***Town Total Calls - 16***

**Brazeau County**

Fire Calls - 4

Motor Vehicle Collisions - 2

Rescue Calls - 0

Alarm Calls - 2

Assist Another Agency - 4

Miscellaneous Calls - 0

***County Total Calls - 12***