



## Agenda

Call to Order

National Anthem

1.0 Additions to the Agenda

2.0 Adoption of Agenda

3.0 Corrections or Amendments:

3.1. June 9, 2021, Regular Meeting of Council Minutes 3-8

4.0 Adoption of:

4.1. June 9, 2021, Regular Meeting of Council Minutes

5.0 Delegations / Administrative Updates

5.1. Eagle Point Blue Rapids Parks Council 2020 Annual Report – Sandra Bannard 9

5.2. Tax Forgiveness Request – Robert Martz, Jeff Richards (C&V Portable Accommodations Ltd. and Innova Developments Ltd.) 10

5.3. Tax Reduction Request – Garry Nelson, Dave King (Nelson Bros Oilfield Services (1997) Ltd.) 11-12

5.4. Drayton Valley RCMP Stats – May 2021 – Acting S/Sgt. Erin Matthews 87-94

5.5. Q1 Finance Report – Elvera Thomson 13-19

6.0 Decision Items Pages 20-69

6.1. New Aquatic Facility Debenture Bylaw 2021/10/F Presented for First Reading 20-22

6.2. Appointment of Deputy Mayor 23-24

6.3. Appointment of Substitute Returning Officer 25-26

6.4. Member Appointments to the Subdivision and Development Appeal Board (SDAB) 27-36

6.5. Appointment of Clerk to the Subdivision and Development Appeal Board (SDAB) 37-38

6.6. New Aquatic Centre Amenity Sponsorship Rights Agreement for Approval 39-46

6.7. Community Dinner – Road Closure Request 47

6.8. Omniplex Ice Fees 48-51

6.9. Urban Housing Program Inventory – Purchase of Duplex 52-56

6.10. Brazeau Municipal Development Plan Amendment Referral 57-69

7.0 Department Reports

7.1. Planning and Development Matt Ellis

7.2. Engineering Owen Olynyk

7.3. Community Services and FCSS Annette Driessen

7.4. Emergency Services Tom Thomson

7.5. Safety and Protective Services Shawna Law

	7.6. Finance	Elvera Thomson
	7.7. CAO/Administration	Annette Driessen
8.0	Council Reports	
	8.1. Councillor Ballas	
	8.2. Councillor Peebles	
	8.3. Councillor Dodds	
	8.4. Deputy Mayor Gammana	
	8.5. Councillor McGee	
	8.6. Councillor Wheeler	
	8.7. Mayor Doerksen	
9.0	Information Items	Pages 70-94
	9.1. Letters from FCM Partners for Climate Protection (PCP) for Achievement of Milestone 2 and Milestone 3	71-72
	9.2. Brazeau Foundation Meeting Minutes – May 18, 2021	74-77
	9.3. Drayton Valley Municipal Library Meeting Minutes – May 20, 2021, and Stats – May 2021	78-82
	9.4. Drayton Valley Recreation Committee Meeting Minutes – May 27, 2021	83-85
	9.5. STAR Catholic School Board Meeting Highlights – June 2021	86
	9.6. Drayton Valley RCMP Stats – May 2021	87-94
10.0	Adjournment	



## Meeting Minutes

### **THOSE PRESENT:**

Mayor Doerksen  
Councillor Ballas (Call-In)  
Councillor Dodds  
Deputy Mayor Gammana  
Councillor McGee  
Councillor Wheeler  
Annette Driessen, Acting CAO  
Elvera Thomson, General Manager of Finance  
Tom Thomson, Fire Chief  
Shawna Law, Manager, Health and Safety  
Lola Strand, FCSS Program Manager  
Matt Ellis, Senior Planner

Owen Olynyk, Acting General Manager of Engineering  
Nathan Palovcik, Manager of Information Services  
Bree Motkoski, Executive Assistant  
Sabine Landmark, Administrative Assistant  
Acting S/Sgt. Erin Matthews, RCMP  
Graham Long, Drayton Valley and District Free Press (Call-In)  
Cathy Weetman, Drayton Valley Western Review (Call-In)  
Members of the Public

### **ABSENT:**

Councillor Peebles

### **CALL TO ORDER**

Mayor Doerksen called the meeting to order at 9:03 a.m.

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

Following item was added to the Agenda:  
5.3. Pride Month – June 2021

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

##### **RESOLUTION #092/21**

Deputy Mayor Gammana moved to adopt the Agenda for the June 9, 2021, Regular Meeting of Council, as amended.

**CARRIED**

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

##### **3.1. May 12, 2021, Regular Meeting of Council Minutes**

There were no corrections or amendments to the May 12, 2021, Regular Meeting of Council Minutes.

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

##### **4.1. May 12, 2021, Regular Meeting of Council Minutes**

##### **RESOLUTION #093/21**

Councillor Wheeler moved to adopt the Minutes of the May 12, 2021, Regular Meeting of Council, as presented.

**CARRIED**

## 5.0 Proclamations

### 5.1. National Indigenous History Month – June 2021 – and National Indigenous Peoples Day – June 21, 2021

Mayor Doerksen proclaimed the month of June 2021 as National Indigenous History Month and June 21, 2021, as National Indigenous Peoples Day in the Town of Drayton Valley.

### 5.2. Recreation and Parks Month – June 2021

Mayor Doerksen proclaimed the month of June 2021 as Recreation and Parks Month in the Town of Drayton Valley.

### 5.3. Pride Month – June 2021

Mayor Doerksen proclaimed the month of June 2021 as Pride Month in the Town of Drayton Valley.

## 6.0 Delegations

### 6.1. Noble Growth Alberta Limited Partnership – Scott Huska

Mr. Huska advised Council that Noble Growth is now licensed for cultivation and medical growth. He introduced his staff to Council and reiterated his request for tax forgiveness.

### 6.2. Canada Day Committee – Lola Strand

Mrs. Strand, on behalf of the Canada Day Committee, informed Council about the activities planned for Canada Day celebration. Mrs. Roberts-Kowalchuk advised of the events scheduled for the RV Campground and Wiley West Campground.

Mrs. Strand concluded that Elevated Camping answered the Town's Request for Proposal to organize Canada Day. They will work closely together for the 2022 Canada Day planning.

### 6.3. Drayton Valley RCMP Stats – April 2021 – Acting S/Sgt. Erin Matthews

Acting S/Sgt. Matthews presented Council with the stats for the month of April 2021. She noted that the detachment has a number of new staff members.

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

*Mayor Doerksen reconvened the meeting at 10:07 a.m.*

## 7.0 Decision Items

### 7.1. Appointment of Prohibited Noxious & Noxious Weed Inspectors for 2021 Season

#### **RESOLUTION #094/21**

Deputy Mayor Gammana moved that Council appoint the following individuals as Weed Inspectors for the Town of Drayton Valley for the 2021 season: Rhiannon Gressler, Weed Inspector, Brazeau County; Corbyn Pankonin, Assistant Ag. Fieldman, Brazeau County; Dale Holst, Public Works, Town of Drayton Valley; Joan Elworthy, Public Works/Parks, Town of Drayton Valley.

**CARRIED**

### 7.2. Board Member Appointments to Assessment Review Boards (ARB)

#### **RESOLUTION #095/21**

Councillor McGee moved that Council appoint Councillor Nancy Dodds, Ms. Christina Galavan, and Ms. Jacqueline Biollo as board members to the Local Assessment Review Board and Composite Assessment Review Board for the 2021 year, expiring on December 31,

**Regular Meeting of Council  
Minutes of June 9, 2021  
Page 3 of 6**

2021; AND Council designate Ms. Christina Galavan as the chair of both the Local Assessment Review Board and Composite Assessment Review Board.

**CARRIED**

- 7.3. Appointment of Clerk to Local Assessment Review Board (LARB) and Composite Assessment Review Board (CARB)

**RESOLUTION #096/21**

Councillor Wheeler moved that Council appoint Ms. Leah Sadegian as ARB Clerk to the Assessment Review Boards for a one-year term expiring June 9, 2022.

**CARRIED**

- 7.4. Bike Index Registration Program

**RESOLUTION #097/21**

Councillor McGee moved that Council direct Administration to promote and advertise the Bike Index Registration Program.

**CARRIED**

- 7.5. Request to send letter to provincial elected officials on behalf of the Homelessness and Poverty Reduction Team

**RESOLUTION #098/21**

Councillor Dodds moved that Council direct Administration to compose and send a letter to provincial elected officials calling for more resources to address rural homelessness and housing issues.

**CARRIED**

- 7.6. Zero Fee Tuition Policy A-01-21

**RESOLUTION #099/21**

Councillor Dodds moved that Town Council approve the Zero Fee Tuition Policy A-01-21, as presented.

**CARRIED**

*Councillor Dodds declared apprehensional bias and Councillor Wheeler declared pecuniary interest with item 7.7. 2021 Property Tax Forgiveness Request – Noble Growth Alberta Limited Partnership and they exited the meeting at 10:40 a.m.*

- 7.7. 2021 Property Tax Forgiveness Request – Noble Growth Alberta Limited Partnership

**RESOLUTION #100/21**

Councillor McGee moved that Council take from the table Resolution #012/21.

**CARRIED**

**RESOLUTION #012/21**

Deputy Mayor Gammana moved that Council approve the forgiveness of municipal taxes for Tax Roll 70417600 for the 2021 year.

*Councillor Ballas made a friendly amendment to approve 50% tax forgiveness.*

*Deputy Mayor Gammana declined the friendly amendment.*

**CARRIED**

*Councillor Dodds and Councillor Wheeler returned to the meeting at 10:56 a.m.*

7.8. Urban Housing Program Inventory – Purchase of Duplex

**RESOLUTION #101/21**

Councillor Wheeler moved that Council defer this item back to Administration to get an appraisal done as well as come forward with a cost estimation for renovations.

**CARRIED**

*Mayor Doerksen declared pecuniary interest with item 7.9. Proposed Alberta Coal Restriction Policy and exited the meeting at 11:11 a.m. Deputy Mayor Gammana took over chairing the meeting.*

7.9. Proposed Alberta Coal Restriction Policy

**RESOLUTION #102/21**

Councillor Wheeler moved that Council direct Administration to send the attached draft letter to Premier Kenney regarding the proposed Alberta Coal Restriction Policy.

**CARRIED**

*Mayor Doerksen returned to the meeting at 11:13 a.m. and reconvened chairing the meeting.*

*Mayor Doerksen called a break at 11:14 a.m.*

*Mayor Doerksen reconvened the meeting at 11:20 a.m.*

*Deputy Mayor Gammana exited the meeting at 11:20 a.m.*

**8.0 Department Reports**

8.1. Planning and Development

Mr. Ellis provided an update of the activities in the Planning and Development department. The department is hosting a safety codes open house on June 15.

*Deputy Mayor Gammana returned to the meeting at 11:25 a.m.*

8.2. Engineering

Mr. Olynyk provided an update of the activities in the Public Works department and introduced Sonny Caguinquin as Civil Engineering Technologist and Landfill Manager.

8.3. Community Services and FCSS

Ms. Driessen provided an update from the Community Services department, noting the progress of the Aquatic Facility, installation of the disc golf course, and lease agreement with DV Minor Ball. She introduced Derek Starnes as Recreation and Omniplex Manager.

8.4. Emergency Services

Fire Chief Thomson advised that the cooler weather helped to reduce the fire hazard. The department will reconvene their training when COVID restrictions are eased and join the RCMP in organizing a ball hockey tournament. He advised that the CSRO and CPO connected regarding traffic enforcement.

8.5. Safety and Protective Services

Ms. Law provided an update from the Safety department.

8.6. Finance

Mrs. Thomson provided an update from the Finance department, advising the public of the opportunity to sign up for TIPP.

**Regular Meeting of Council  
Minutes of June 9, 2021  
Page 5 of 6**

8.7. CAO/Administration

Ms. Driessen informed Council that she connected with WRSD regarding the new school; the marketing program with DVHTA/DVCF will proceed; the north entrance sign will be installed this summer. Ms. Driessen thanked Council for supporting the Animal Control Officer and CPO.

**9.0 Council Reports**

9.1. Councillor Wheeler

- Recreation Committee meeting
- Public Works Week
- Healthy Communities Coalition AGM
- Pembina Crisis Connection Society meeting

9.2. Councillor Ballas

- had nothing to report

9.3. Councillor Peebles

- was not present to provide a report

9.4. Councillor Dodds

- Northern Region Affordable Housing webinar
- Sustainability Committee meetings
- Education Committee meetings
- PACT Team meetings
- Pembina Physician Recruitment and Retention Committee meeting
- Meeting with MLA Mark Smith
- Drayton Valley and District Chamber of Commerce meeting

9.5. Deputy Mayor Gammana

- Education Committee meetings
- Public Works Week
- Pembina Physician Recruitment and Retention Committee meeting

9.6. Councillor McGee

- RYSE meeting

9.7. Mayor Doerksen

- commented on COVID-19 situation and vaccination
- commented on the impacts of residential schools

**10.0 Information Items**

---

10.1. Economic Development Committee Meeting Minutes – March 25, 2021

---

10.2. Sustainability Committee Meeting Notes – April 22, 2021

---

10.3. STAR Catholic School Board Meeting Highlights – May 2021

---

10.4. Drayton Valley Recreation Committee Meeting Minutes – April 22, 2021

---

10.5. Brazeau Foundation Meeting Minutes – March 12, 2021

---

10.6. Drayton Valley RCMP Stats – April 2021

---

**RESOLUTION #103/21**

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

**CARRIED**

**11.0 Adjournment**

Mayor Doerksen adjourned the meeting at 12:04 p.m.

---

MAYOR

---

ACTING CHIEF ADMINISTRATIVE OFFICER

DRAFT





# Town of Drayton Valley

## Delegation Request Form

Name(s): Sandra Bannard  
 Organization: Eagle Point -Blue Rapids Parks Council  
 Contact Number: 780-898-5234 Contact E-mail: sandra@epbrparksCouncil.org  
 Mailing Address: Box 7355 Drayton Valley, AB T7A 1S6

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)

Good Day,

The Eagle Point-Blue Rapids Parks Council 2020 Annual Report is complete and I would request an opportunity to present it to Town Council, highlighting some of our activities. This is for information only and could be presented at Council or G& P.

Additional Information Provided

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

---



---



---

Please indicate any preference you have for meeting:

If possible, June 30, 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): Robert Martz and Jeff Richards  
Organization: C&V Portable Accomodations Ltd and Innova Developments Ltd.  
Contact Number: 587-892-9733 Contact E-mail: rmartz@bdplaw.com  
Mailing Address: 2400, 525 8th Ave SW, Calgary, AB, T2P 1G1

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)

C&V and Innova are working together to facilitate the sale of a derelict property in Drayton Valley at 4008 47th St. C&V and Innova have had discussions with administrators over the past year to try and work out a reasonable arrangement whereby the Red House would be torn down in return for forgiveness of some of the tax on the property and require council approval for any such arrangement.

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

## Delegation Request Form

Name(s): Garry Nelson & David King  
 Organization: Nelson Bros Oilfield Services (1997) Ltd.  
 Contact Number: 780-621-7618 Contact E-mail: dave.k@nelsonbros.ab.ca  
 Mailing Address: Box 6487, Drayton Valley, Alberta T7A-1R9.

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)

Taxation.

Additional Information Provided

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

See attached.

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

Iron Horse Group Inc. & Nelson Bros. Oilfield Services (1997) Ltd.  
Proudly in a Joint Venture



Garry Nelson - President  
Nelson Vacuum Service  
Nelson Bros Oilfield Services (1997) Ltd.  
Box 6487  
Drayton Valley, Alberta T7A 1R9  
June 22, 2021

Mayor and Council  
Town of Drayton Valley  
5120 – 52 Street, Box 6837  
Drayton Valley, Alberta, T7A 1A1

Honorable Mayor and Council:

I am writing regarding the taxation of the land that was annexed by the town of Drayton Valley. When our land was annexed, we were promised we would be grandfathered in for 50 years. My taxes were to mirror what they would have been if we had remained in the County of Brazeau. I have been a corporate taxpayer for nearly 40 years in this great town. This past year our tax bill was over \$110,000. The town is energetically offering Zero taxes for new businesses that come to Drayton Valley however nothing for businesses that have helped develop the economy of Drayton Valley for years. These same long-standing businesses, including Nelson Bros, that donate countless dollars and hours to community initiatives, youth events and local sports.

Nelson Bros has specifically built buildings for our business, added power units through the downturn which added jobs to our community. We proudly employ roughly 80 individuals not including the work we provide to subcontractors in the area.

Nelson Bros request is not for the Zero rate so casually provided to others. Reinstate the format we were promised. Honor the discount currently offered by the Brazeau County. I formally request a yearly discount of 30% on Nelson Bros town tax bill.

We sincerely appreciate your time and consideration of this matter. Nelson Bros is Drayton Valley proud and look forward to the future we can achieve if we all pull together – truly powered by community.

Sincerely,

Garry Nelson - President  
Nelson Vacuum Service  
Nelson Bros Oilfield Services (1997) Ltd.

**TOWN OF DRAYTON VALLEY**  
**Quarterly Update - Q1 - March 2021**



**GENERAL REVENUE**

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
Property Taxes	(11,868,417)	(10,780,298)	(10,473,565)	(10,733,857)	913,753	950,350
Franchise Fees	(1,176,853)	(1,208,934)	(1,190,421)	(1,349,643)	(337,411)	(371,857)
Other Revenue	(798,180)	(714,225)	(406,041)	(440,285)	(441,991)	(196,237)
<b>Net Revenue</b>	<b>(13,843,450)</b>	<b>(12,703,457)</b>	<b>(12,070,027)</b>	<b>(12,523,785)</b>	<b>134,352</b>	<b>382,255</b>

**GENERAL ADMINISTRATION**

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
<b>Revenues</b>						
General Administration	(123,167)	(128,173)	(691,697)	(170,200)	(93,800)	(89,625)
<b>Total Revenues</b>	<b>(123,167)</b>	<b>(128,173)</b>	<b>(691,697)</b>	<b>(170,200)</b>	<b>(93,800)</b>	<b>(89,625)</b>
<b>Expenses</b>						
Council	561,016	515,512	439,629	475,000	128,718	95,681
General Administration	2,523,678	2,254,591	3,279,762	2,715,213	696,111	668,978
<b>Total Expenses</b>	<b>3,084,694</b>	<b>2,770,103</b>	<b>3,719,391</b>	<b>3,190,213</b>	<b>824,828</b>	<b>764,659</b>
<b>Net Expense (Revenue)</b>	<b>2,961,527</b>	<b>2,641,930</b>	<b>3,027,693</b>	<b>3,020,013</b>	<b>731,028</b>	<b>675,034</b>

**PROTECTIVE SERVICES**

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
<b>Revenues</b>						
Police	(573,852)	(530,444)	(508,914)	(546,392)	(47,500)	(19,309)
Fire	(501,576)	(478,675)	(483,055)	(495,021)	(123,755)	(118,267)
Disaster and Emergency	-	-	-	(16,875)	-	-
Bylaw	(22,098)	(17,470)	(22,309)	(9,500)	(2,375)	(6,539)
<b>Total Revenues</b>	<b>(1,097,526)</b>	<b>(1,026,589)</b>	<b>(1,014,278)</b>	<b>(1,067,788)</b>	<b>(173,630)</b>	<b>(144,114)</b>
<b>Expenses</b>						
Police	2,022,392	2,123,111	2,115,772	2,135,623	93,479	84,400
Fire	980,645	937,898	897,454	930,043	224,960	169,853
Disaster and Emergency	65,141	57,450	3,265	35,844	875	857
Bylaw	120,632	48,888	85,482	72,989	17,651	19,924
<b>Total Expenses</b>	<b>3,188,809</b>	<b>3,167,347</b>	<b>3,101,974</b>	<b>3,174,499</b>	<b>336,965</b>	<b>275,034</b>
<b>Net Expense (Revenue)</b>	<b>2,091,283</b>	<b>2,140,758</b>	<b>2,087,696</b>	<b>2,106,711</b>	<b>163,335</b>	<b>130,920</b>

## TRANSPORTATION

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
<b>Revenues</b>						
Common Services	131,633	2,048	(157,577)	(116,400)	(29,100)	(26,100)
Roads, Streets and Sidewalks	(21,903)	(149,735)	(20,317)	(25,000)	(6,250)	(58)
Airport	(55,719)	(45,258)	(59,820)	(60,698)	(15,174)	(30,042)
<b>Total Revenues</b>	<b>54,011</b>	<b>(192,944)</b>	<b>(237,713)</b>	<b>(202,098)</b>	<b>(50,524)</b>	<b>(56,200)</b>
<b>Expenses</b>						
Common Services	975,568	1,470,850	1,961,929	1,604,627	394,372	311,975
Roads, Streets and Sidewalks	2,066,041	2,338,918	2,346,886	1,756,744	382,936	260,281
Airport	102,679	82,643	115,057	160,484	36,881	71,785
Storm Sewer	228,217	89,551	277,598	105,200	26,300	9,323
<b>Total Expenses</b>	<b>3,372,505</b>	<b>3,981,962</b>	<b>4,701,470</b>	<b>3,627,055</b>	<b>840,489</b>	<b>653,364</b>
<b>Net Expense (Revenue)</b>	<b>3,426,515</b>	<b>3,789,018</b>	<b>4,463,757</b>	<b>3,424,957</b>	<b>789,964</b>	<b>597,165</b>

## UTILITIES

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
<b>Revenues</b>						
Water	(2,735,628)	(2,816,816)	(2,675,265)	(2,784,720)	(696,180)	(690,940)
Sewer	(2,368,942)	(2,440,986)	(2,308,402)	(2,372,000)	(593,000)	(566,202)
Waste	(1,803,073)	(1,940,510)	(1,941,056)	(2,210,578)	(391,759)	(386,672)
<b>Total Revenues</b>	<b>(6,907,644)</b>	<b>(7,198,313)</b>	<b>(6,924,723)</b>	<b>(7,367,298)</b>	<b>(1,680,939)</b>	<b>(1,643,814)</b>
<b>Expenses</b>						
Water	1,906,504	2,211,128	2,338,026	1,783,994	422,177	343,573
Sewer	1,027,483	905,668	1,274,118	869,416	215,581	120,073
Waste	1,872,235	1,735,315	1,979,031	1,548,484	387,121	214,415
Depreciation						
<b>Total Expenses</b>	<b>4,806,222</b>	<b>4,852,111</b>	<b>5,591,175</b>	<b>4,201,894</b>	<b>1,024,879</b>	<b>678,061</b>
<b>Net Expense (Revenue)</b>	<b>(2,101,422)</b>	<b>(2,346,202)</b>	<b>(1,333,549)</b>	<b>(3,165,404)</b>	<b>(656,060)</b>	<b>(965,753)</b>



## COMMUNITY SERVICES

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
<b>Revenues</b>						
FCSS	(576,272)	(616,525)	(586,696)	(463,441)	(124,377)	(110,029)
Community Services	-	-	(20,900)	-	-	-
ECDC	(1,368,766)	(1,594,630)	(1,216,457)	(1,015,249)	(253,812)	(316,497)
Affordable Housing	(78,703)	(125,373)	(103,596)	(100,000)	-	-
Cemetery	(31,007)	(30,960)	(17,441)	(38,000)	(9,500)	(4,558)
<b>Total Revenues</b>	<b>(2,054,749)</b>	<b>(2,367,487)</b>	<b>(1,945,089)</b>	<b>(1,616,690)</b>	<b>(387,690)</b>	<b>(431,083)</b>
<b>Expenses</b>						
Family Wellness Program	12,890	-	12,890	12,890	3,222	-
FCSS	617,243	665,286	634,336	520,745	129,936	181,474
Community Services	211,123	230,660	307,022	333,205	61,295	34,918
ECDC	1,312,151	1,452,494	1,074,320	1,200,572	305,833	278,534
Affordable Housing	72,148	68,993	85,488	64,904	4,500	5,802
Cemetery	62,664	49,685	31,316	32,081	8,020	1,804
<b>Total Expenses</b>	<b>2,288,219</b>	<b>2,467,118</b>	<b>2,145,372</b>	<b>2,164,397</b>	<b>512,807</b>	<b>502,532</b>
<b>Net Expense (Revenue)</b>	<b>233,470</b>	<b>99,631</b>	<b>200,283</b>	<b>547,707</b>	<b>125,117</b>	<b>71,449</b>

## PLANNING AND DEVELOPMENT

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
<b>Revenues</b>						
Planning	(97,871)	(111,876)	(43,124)	(100,000)	(25,000)	(10,371)
Economic Development	(214,349)	(179,912)	(183,771)	(87,868)	(9,195)	(4,820)
Education	-	-	-	(12,500)	-	-
Promotion / Other	-	(320)	(63)	-	-	-
Other	(29,606)	-	-	-	-	-
<b>Total Revenues</b>	<b>(341,826)</b>	<b>(292,108)</b>	<b>(226,958)</b>	<b>(200,368)</b>	<b>(34,195)</b>	<b>(15,191)</b>
<b>Expenses</b>						
Planning	353,068	411,755	358,701	298,049	74,512	65,739
Economic Development	870,882	728,139	991,027	877,880	219,470	189,077
Sustainability	11,159	3,977	3,674	5,000	1,250	-
Education	-	-	-	261,969	65,492	-
Promotion	103,700	54,343	99,288	201,075	50,269	66,229
Land Development	31,652	28,311	24,868	22,384	12,045	11,638
<b>Total Expenses</b>	<b>1,370,460</b>	<b>1,226,525</b>	<b>1,477,559</b>	<b>1,666,357</b>	<b>423,038</b>	<b>332,683</b>
<b>Net Expense (Revenue)</b>	<b>1,028,633</b>	<b>934,417</b>	<b>1,250,601</b>	<b>1,465,989</b>	<b>388,843</b>	<b>317,492</b>

**PARKS AND RECREATION**

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
<b>Revenues</b>						
Omniplex	(1,199,160)	(1,424,732)	(1,120,094)	(732,407)	(183,102)	(85,353)
MCC	(267,425)	(253,777)	(133,724)	(118,805)	(29,701)	(10,791)
Pool	(602,847)	(693,492)	(331,302)	(403,080)	(100,770)	(37,544)
Outdoor Recreation	(157,358)	(438,703)	(149,368)	(245,092)	(30,023)	(29,398)
Library and Culture	-	-	-	-	-	-
<b>Total Revenues</b>	<b>(2,226,790)</b>	<b>(2,810,704)</b>	<b>(1,734,487)</b>	<b>(1,499,384)</b>	<b>(343,596)</b>	<b>(163,086)</b>
<b>Expenses</b>						
Omniplex	1,971,260	2,038,445	2,111,363	1,420,488	340,372	136,735
MCC	377,494	361,400	303,853	286,633	66,923	13,715
Pool	1,096,980	1,040,275	764,514	810,263	199,925	110,587
Outdoor Recreation	717,363	943,435	662,804	669,156	152,788	82,020
Library and Culture	398,253	396,524	395,255	325,977	72,942	145,546
<b>Total Expenses</b>	<b>4,561,350</b>	<b>4,780,078</b>	<b>4,237,790</b>	<b>3,512,517</b>	<b>832,949</b>	<b>488,603</b>
<b>Net Expense (Revenue)</b>	<b>2,334,559</b>	<b>1,969,375</b>	<b>2,503,302</b>	<b>2,013,133</b>	<b>489,354</b>	<b>325,517</b>

**OTHER**

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
<b>Revenues</b>						
Operating Contingencies	-	-	-	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenses</b>						
Operating Contingencies	(33,404)	231,244	(70,579)	500,000	125,000	-
<b>Total Expenses</b>	<b>(33,404)</b>	<b>231,244</b>	<b>(70,579)</b>	<b>500,000</b>	<b>125,000</b>	<b>-</b>
<b>Net Expense (Revenue)</b>	<b>(33,404)</b>	<b>231,244</b>	<b>(70,579)</b>	<b>500,000</b>	<b>125,000</b>	<b>-</b>



## Summary

	Actual 2018	Actual 2019	Actual 2020	Budget 2021	Budget 2021 YTD	Actual 2021 YTD
<b>Total Revenues</b>	(26,541,141)	(26,719,775)	(24,844,974)	(24,647,611)	<b>(2,630,022)</b>	<b>(2,160,858)</b>
<b>Total Expenses</b>	22,638,853	23,476,488	24,904,151	22,036,932	<b>4,920,955</b>	<b>3,694,936</b>
<b>Net Deficit (Surplus)</b>	<b>(3,902,288)</b>	<b>(3,243,287)</b>	<b>59,176</b>	<b>(2,610,679)</b>	<b>2,290,934</b>	<b>1,534,078</b>
Actual deficit year-to-date		(1,534,078)				
Budgeted deficit year-to-date		<u>(2,290,934)</u>				
<b>Net year-to-date surplus</b>		<b>756,856</b>				
<b>Variances by department</b>						
	<b>Revenues</b>	<b>Expenses</b>	<b>Net</b>			
General Revenue	(247,904)		<b>(247,904)</b>			
General Administration	(4,175)	60,170	<b>55,995</b>			
Protective Services	(29,516)	61,931	<b>32,415</b>			
Transportation	5,675	187,124	<b>192,800</b>			
Utilities	(37,125)	346,818	<b>309,693</b>			
Community Services	43,394	10,275	<b>53,669</b>			
Planning and Development	(19,004)	90,355	<b>71,352</b>			
Recreation and Culture	(180,510)	344,347	<b>163,837</b>			
Other	-	125,000	<b>125,000</b>			
<b>Total</b>	<b>(469,164)</b>	<b>1,226,020</b>	<b>756,856</b>			

**Financial Information**  
**March 31, 2021**

**Receivable Balances**

	<b>31-Mar-21</b>	<b>31-Mar-20</b>
General Receivable	973,310.05	879,597.18
Utility Receivables	272,199.01	274,623.58
Tax Receivables	597,183.77	378,616.53

**Other Liabilities**

	<b>31-Mar-21</b>	<b>31-Dec-20</b>
Deferred Revenue	3,339,069.00	3,649,226.00
Debenture Balance	11,027,568.94	11,222,916.81

**Other Assets**

	<b>31-Mar-21</b>	<b>31-Dec-20</b>
Bank Balance	9,165,399.13	11,048,480.23

**Grants Receivable**

GTF	916,615.00
MSI Capital	1,665,887.00
MSI Operating	66,655.00
MSI BMTG	434,100.00

**Reserves**

Landfill	735,595.00
Externally Restricted	1,493,071.00
Internally Restricted	6,686,110.00
	<hr/> 8,914,776.00

**Town of Drayton Valley**  
**Capital Budget Summary - Q1**



CP No.	Function	Project Name	2021 Budgeted Cost	Mar 31, 2021 Actual Cost YTD	Budget Remaining (OVER)
477	Common Services	Public Works Equipment (Tandem truck, F550, PW Eqt)	591,200.00	270,720.00	320,480.00
478	Common Services	Pedestrian Bridges Replacement	250,000.00		250,000.00
476	Fire	PortaCount Fit Testing Equipment for Respirators	27,203.00	12,954.00	14,249.00
475	Planning	Columbarium - cemetery	50,000.00	0.00	50,000.00
95	Recreation	Aquatic Facility	10,620,659.50	111,438.85	10,509,220.65
417	Recreation	Parks & Recreation Program	429,538.00	0.00	429,538.00
419	Roads	Roads, Sidewalks & Trails Program	547,365.00	0.00	547,365.00
307	Sewer	Waste Water Facility Upgrade (Polishing Cell) - Incl. Land & Lagoon Upgrade	2,200,000.00	0.00	2,200,000.00
188	Common Services	Snow Dump Site	250,000.00	351.75	249,648.25
424	Economic Development	Entrance Signage	65,000.00	0.00	65,000.00
425	Economic Development	Town Revitalization	143,289.00	0.00	143,289.00
154	Landfill	Facility Upgrades & Scale House - Design & Drilling	3,144.00	1,472.05	1,671.95
331	Recreation	Omniplex Signage	15,994.00	13,168.78	2,825.22
416	Recreation	Omniplex Refrigeration Plant Code Compliance	22,724.00	52.18	22,671.82
484	Community Services	Affordable Housing Duplex	300,000.00	0.00	300,000.00
485	Common Services	WTP Land Purchase	800,000.00	0.00	800,000.00
432	Roads	Ring Road Connection - 18 Avenue Resurfacing	231,903.00	33,586.33	198,316.67
300	Water	High Lift Pump Station - Raw Water (Prev Funded = Debenture Recognized)	103,302.00	84,215.00	19,087.00
464	Water	Watermain Upgrade Master Plan	112,738.00	540.54	112,197.46
481	Common Services	Public Works Building	750,000.00	0.00	750,000.00
428	Landfill	Landfill House Purchase	400,000.00	0.00	400,000.00
		Wrap-Up costs for prior years' projects not budgeted		101,341.31	-101,341.31
			17,914,059.50	629,840.79	17,284,218.71
			<b>Balance YTD</b>		
			Current	1,758,018.96	
			May 31, 2021	1,703,845.01	
			April 30, 2021	682,774.90	
			March 31, 2021	629,840.79	

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Town of Drayton Valley Borrowing Bylaw 2021/10/F Presented for First Reading
<b>MEETING:</b>	June 30, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Elvera Thomson General Manager of Finance

### 1. PROPOSAL AND BACKGROUND:

As per the 2021 Capital Budget, the attached proposed Borrowing Bylaw 2021/10/F is for the purpose of building the new Aquatic Facility. The project is budgeted at \$21,241,320, of which \$5,482,792 will be debentured. The remaining will be funded by various grants and donations, including federal, provincial, and local grants.

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

This will increase the Town's debt and subsequent principal and debt payments.

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

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	Yes	MGA, Section 187, 230, 251, 254
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 give First Reading to proposed Borrowing Bylaw 2021/10/F.
- B. That Council give First Reading to proposed Borrowing Bylaw 2021/10/F with the following amendment(s): \_\_\_\_\_.
- C. That Council table the First Reading to proposed Borrowing Bylaw 2021/10/F to request from Administration information regarding \_\_\_\_\_.
- D. That Council does not give First Reading to proposed Borrowing Bylaw 2021/10/F.

### 5. RECOMMENDATION

Administration recommends that Council give First Reading to Borrowing Bylaw 2021/10/F.

### 6. ATTACHMENTS:

1. DRAFT Borrowing Bylaw 2021/10/F

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



## **BYLAW NO. 2021/10/F**

### **Name of Bylaw: New Aquatic Facility Debenture Bylaw**

**WHEREAS** the Council of the Municipality has decided to issue a Bylaw pursuant to Section 258 of the *Municipal Government Act* to authorize the financing, undertaking, and completion of the new Aquatic Facility.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$21,241,320.00 and the Municipality estimates the following grants and contributions will be applied to the project:

Capital Reserves	\$0
Federal Grants	\$7,584,956.00
Provincial Grants	\$2,420,164.00
Local Grants	\$5,448,190.00
Donations	\$305,218.00
Debentures	<u>\$5,482,792.00</u>
Total Costs	\$21,241,320.00

In order to complete the project, it will be necessary for the Municipality to borrow the sum of \$5,482,792.00, for a period not to exceed 25 years, from the Province of Alberta or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this Bylaw.

The estimated lifetime of the project financed under this Bylaw is equal to, or in excess of 25 years.

The principal amount of the outstanding debt of the Municipality at December 31, 2020, is \$11,222,916.81 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta.

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

### **TITLE**

1. This Bylaw may be cited as the "New Aquatic Facility Debenture Bylaw" of the Town of Drayton Valley.

### **PURPOSE**

2. That for the purpose of constructing the new Aquatic Facility, the sum of Five Million, Four Hundred and Eighty-two Thousand, Seven Hundred Ninety-two DOLLARS (\$5,482,792.00) be borrowed from the Province of Alberta or another authorized financial institution by way of debenture on the credit and security of

the Municipality at large, of which amount the full sum of is to be paid by the Municipality at large.

### **INTERPRETATION**

3. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this Bylaw, namely the construction of the new Aquatic Facility.
4. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed 25 years calculated at a rate not exceeding the interest rate fixed by the Province of Alberta, or another authorized financial institution, on the date of the borrowing and not to exceed three (3) percent.
5. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
6. The indebtedness shall be contracted on the credit and security of the Municipality.
7. The net amount borrowed under the Bylaw shall be applied only to the project specified by this Bylaw.

### **SEVERABILITY**

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

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

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

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

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

\_\_\_\_\_  
MAYOR

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

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Appointment of Deputy Mayor
<b>MEETING:</b>	June 30, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Administration on behalf of Council

### 1. PROPOSAL AND BACKGROUND:

The *Municipal Government Act* (MGA) Section 152(1) states that “[a] Council must appoint one or more councillors as deputy chief elected official so that (a) only one councillor will hold that office at any one time, and (b) the office will be filled at all times.”

As per Policy C-03-14, the position of Deputy Mayor for the Town of Drayton Valley is held on a rotating basis for a term of eight months. The order of rotation is based on the number of votes each Councillor received in the election in descending order: however, within Policy C-03-14, Council may choose to change the order of appointments. In keeping with that provision, Council amended the order of appointments following a vacancy in late 2018 (Resolution 253/18). The amended order is as follows:

Councillor Fayrell Wheeler	October 25, 2017 – June 30, 2018
Mr. Eric Butz	July 1, 2018 – October 23, 2018
Councillor Bill Ballas	October 31, 2018 – June 30, 2019
Councillor Corey Peebles	July 1, 2019 – February 28, 2020
Councillor Nancy Dodds	February 29, 2020 – October 31, 2020
Councillor Amila Gammana	November 1, 2020 – June 30, 2021
Councillor Thomas McGee	July 1, 2021 – October 31, 2021

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

There are no anticipated budgetary implications connected with this decision.

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




Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	Yes	MGA, Section 152
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	Appointment of Deputy Mayor Policy C-03-14

### 4. POTENTIAL MOTIONS:

- A. That Council approve the appointment of Councillor Tom McGee as the Deputy Mayor for the period July 1, 2021 – October 31, 2021.
- B. That Council appoint \_\_\_\_\_ as the Deputy Mayor for the period July 1, 2021 - October 31, 2021.

**5. RECOMMENDATION**

**6. ATTACHMENTS:**

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Appointment of Substitute Returning Officer
<b>MEETING:</b>	June 30, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Annette Driessen Acting CAO

### 1. PROPOSAL AND BACKGROUND:

The Local Authorities Election Act, Section 13 (2.1) states that "An elected authority must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the day for the by-election or vote on a question or bylaw.

As stipulated in Section 13 (4) of the Act, the purpose of appointing a Substitute Returning Officer is to ensure that if, through illness, absence or other incapacity, the returning officer is incapable of performing the duties of returning officer, the substitute returning officer has and may exercise all the duties, functions and powers of a returning officer for the purposes of conducting elections.

Administration is recommending Jennifer Stone to fill the position of Substitute Returning Officer for the 2021 General Municipal Election.

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

As Administration is recommending a member of Administration for the position, this will not impact the budget.

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

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	YES	Local Authorities Election Act
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. I move that Council appoint Jennifer Stone as the Substitute Returning Officer for the Town of Drayton Valley for the 2021 General Municipal Election.
- B. I move that Council appoint \_\_\_\_\_ as the Substitute Returning Officer for the Town of Drayton Valley .
- C. I move that Council defer to Administration to \_\_\_\_\_

### 5. RECOMMENDATION:

Administration is recommending the appointment of Jennifer Stone to fill the position of Substitute Returning Officer for the 2021 General Municipal Election.

### 6. ATTACHMENTS:

- 1.

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Member Appointments to the Subdivision and Development Appeal Board (SDAB)
<b>MEETING:</b>	June 30, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Annette Driessen Acting CAO

### 1. PROPOSAL AND BACKGROUND:

Town Bylaw 2018/03/D, Section 4, requires that the Subdivision Development Appeal Board (SDAB) consists of five (5) members at large who shall be appointed by Resolution of Town Council for a term of up to three (3) years concurrent with their training certification.

The terms of the following members expires on July 22, 2021: Charlie Miner, Sheldon Fuson, Heather Anderson, and Graham Long. All four members have applied to renew their terms and subsequently completed their refresher training during spring 2021.

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

The members of the SDAB will be compensated as per the meetings fees outlined in the Council Remuneration Policy C-01-00 and the memo to the board members from July 27, 2018.

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

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	Yes	MGA, Section 627(1)
Municipal Bylaws	Yes	2018/03/D, 2019/05/D
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	Council Remuneration Policy C-01-00

### 4. POTENTIAL MOTIONS:

A. That Council appoint Charlie Miner and Sheldon Fuson for a three (3) year term, expiring on March 16, 2024; Heather Anderson for a three (3) year term, expiring on April 13, 2024; and Graham Long for a three (3) year term, expiring on June 8, 2024; as board members to the Subdivision Development and Appeal Board for the Town of Drayton Valley.




B. That Council direct Administration to: \_\_\_\_\_.

### 5. RECOMMENDATION

Administration recommends appointing the board members for a three-year term.

### 6. ATTACHMENTS:

- 1) Charlie Miner's Application for Board Membership
- 2) Sheldon Fuson's Application for Board Membership
- 3) Heather Anderson's Application for Board Membership
- 4) Graham Long's Application for Board Membership

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

## TOWN OF DRAYTON VALLEY

## Application for Board/Committee Membership

NAME: CHARLIE MINER

PHONE:

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

MAILING ADDRESS:

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

STREET ADDRESS:

E-MAIL ADDRESS:

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

I AM INTERESTED IN (SELECT ONE):

☐

1 Year Term

☐

2 Year Term

☒

3 Year Term

☐

No Preference

Please note that eventually the length of the term is depending on the Board's or Committee's Bylaw, Terms of Reference or similar.

**SOME BOARDS/COMMITTEES HAVE SPECIFIC POSITIONS FOR CERTAIN DEMOGRAPHICS, PLEASE ANSWER THE FOLLOWING:**

AGE:

☐

Under 21

☐

21-35

☐

35-55

☒

Over 55

MUNICIPALITY OF RESIDENCE:

☒

Town of Drayton Valley

☐

Brazeau County

☐

Other(Please State):

**BOARD/COMMITTEE MEMBERSHIP APPLIED FOR: (Please Choose)**☐

Brazeau Foundation

☐

Early Childhood Development Centre (Childcare Operational) Board

☐

Family and Community Support Services (FCSS) Advisory Board

☒

Subdivision and Development Appeal Board

☐

Drayton Valley Municipal Library Board

☐

Other: (Please state)

☐

I hereby give permission to have my name stand for other vacant positions on Town of Drayton Valley Boards or Committees, should I not be selected to serve on this Board or Committee.

RECU/RECEIVED

19-01-2021

Please note any preferred Boards or Committees:

The personal information requested on this form is being collected for the purpose of assessing suitability for appointment to a Board or Committee constituted or formed by the Town of Drayton Valley. It is collected under the authority of Section 33 of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780) 514-2200.



**RELATED EXPERIENCE AND QUALIFICATIONS:**

Served as Town Council member from 1980 to 1998 Was on Town Planning and Development Board. Town representative on Yellowhead Regional Planning Commission for 1981 to 1995 Served several years on as Chairman and on Subdivision Review Committee while a YRPC member. In the early 2000's I chaired the Town SDAB and also chaired the Inter-Municipal SDAB.

**BRIEFLY STATE YOUR REASONS FOR APPLYING FOR MEMBERSHIP:**

I have lived in Drayton Valley since 1960 and the Town has been a big part of my life. I believe in orderly and sensible development of all areas and understand that there must be give and take flexibility on the parts of both the Town and Developers.

**OTHER PERTINENT INFORMATION:**

**Will you be able to attend all regular meetings and attend to matters which may require allocation of personal time?**



YES



NO

**PLEASE PROVIDE TWO (2) LETTERS OF REFERENCE ATTACHED WITH THIS APPLICATION.**

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

**SIGNATURE:**

**DATE:** January 18th., 2021

Please return the completed form marked

**ATTENTION: Administration Department**

In Person 5120-52 Street, Drayton Valley  
Mail Box 6837, Drayton Valley, AB, T7A 1A1  
E-mail admin-support@draytonvalley.ca

The personal information requested on this form is being collected for the purpose of assessing suitability for appointment to a Board or Committee constituted or formed by the Town of Drayton Valley. It is collected under the authority of Section 33 of the Freedom of Information and Protection of Privacy Act, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780) 514-2200.

DRAYTON VALLEY



## TOWN OF DRAYTON VALLEY

### Application for Board/Committee Membership

NAME: SHELDON FUSON PHONE: \_\_\_\_\_

MAILING ADDRESS: B \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

I AM INTERESTED IN (SELECT ONE):

☐

1 Year Term

☒

2 Year Term

☒

3 Year Term

☐

No Preference

*Please note that eventually the length of the term is depending on the Board's or Committee's Bylaw, Terms of Reference or similar.*

**SOME BOARDS/COMMITTEES HAVE SPECIFIC POSITIONS FOR CERTAIN DEMOGRAPHICS, PLEASE ANSWER THE FOLLOWING:**

AGE:

☐

Under 21

☐

21-35

☐

35-55

☒

Over 55

MUNICIPALITY OF RESIDENCE:

☒

Town of Drayton Valley

☐

Brazeau County

☐

Other(Please State): \_\_\_\_\_

**BOARD/COMMITTEE MEMBERSHIP APPLIED FOR: (Please Choose)**

☐

Brazeau Foundation

☐

Early Childhood Development Centre (Childcare Operational) Board

☐

Family and Community Support Services (FCSS) Advisory Board

☒

Subdivision and Development Appeal Board

☐

Drayton Valley Municipal Library Board

☐

Other: (Please state) \_\_\_\_\_

☒

*I hereby give permission to have my name stand for other vacant positions on Town of Drayton Valley Boards or Committees, should I not be selected to serve on this Board or Committee.*

*Please note any preferred Boards or Committees: \_\_\_\_\_*

The personal information requested on this form is being collected for the purpose of assessing suitability for appointment to a Board or Committee constituted or formed by the Town of Drayton Valley. It is collected under the authority of Section 33 of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780) 514-2200.

DRAYTON VALLEY

**RELATED EXPERIENCE AND QUALIFICATIONS:**

PAST BOARD MEMBER

**BRIEFLY STATE YOUR REASONS FOR APPLYING FOR MEMBERSHIP:****OTHER PERTINENT INFORMATION:**

Will you be able to attend all regular meetings and attend to matters which may require allocation of personal time?



YES



NO

**PLEASE PROVIDE TWO (2) LETTERS OF REFERENCE ATTACHED WITH THIS APPLICATION.**

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

**SIGNATURE:****DATE:**

May 31/21

Please return the completed form marked

**ATTENTION: Administration Department**

In Person

5120-52 Street, Drayton Valley

Mail

Box 6837, Drayton Valley, AB, T7A 1A1

E-mail

admin-support@draytonvalley.ca

The personal information requested on this form is being collected for the purpose of assessing suitability for appointment to a Board or Committee constituted or formed by the Town of Drayton Valley. It is collected under the authority of Section 33 of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780) 514-2200.



DRAYTON VALLEY



## TOWN OF DRAYTON VALLEY

### Application for Board/Committee Membership

NAME: Heather Anderson

PHONE:

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

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

STREET ADDRESS:

E-MAIL ADDRESS:

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

I AM INTERESTED IN (SELECT ONE):

☐

1 Year Term

☒

2 Year Term

3 Year Term

☐

No Preference

*Please note that eventually the length of the term is depending on the Board's or Committee's Bylaw, Terms of Reference or similar.*

**SOME BOARDS/COMMITTEES HAVE SPECIFIC POSITIONS FOR CERTAIN DEMOGRAPHICS, PLEASE ANSWER THE FOLLOWING:**

AGE:

☐

Under 21

☐

21-35

☐

35-55

☒

Over 55

MUNICIPALITY OF RESIDENCE:

☒

Town of Drayton Valley

☐

Brazeau County

☐

Other(Please State):

**BOARD/COMMITTEE MEMBERSHIP APPLIED FOR: (Please Choose)**

☐  
☐  
☐

Brazeau Foundation

Early Childhood Development Centre (Childcare Operational) Board

Family and Community Support Services (FCSS) Advisory Board

☒  
☐  
☐

Subdivision and Development Appeal Board

Drayton Valley Municipal Library Board

Other: (Please state)

☒

*I hereby give permission to have my name stand for other vacant positions on Town of Drayton Valley Boards or Committees, should I not be selected to serve on this Board or Committee.*

*Please note any preferred Boards or Committees:* Subdivision and Development Appeal Board

The personal information requested on this form is being collected for the purpose of assessing suitability for appointment to a Board or Committee constituted or formed by the Town of Drayton Valley. It is collected under the authority of Section 33 of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780) 514-2200.


 DRAYTON VALLEY
**RELATED EXPERIENCE AND QUALIFICATIONS:**

Previous held position of SDAB member, Present Certification by MGB as SDAB officer,

Past positions of Agriculture Service Board, Municipal Planning Commission, Brazeau Initiates  
Growth Board member

Business Owner, Agriculture Operations Owner

In depth knowledge of Municipal Planning and the MGA

**BRIEFLY STATE YOUR REASONS FOR APPLYING FOR MEMBERSHIP:**

I enjoy a keen interest in Municipal Planning, the ideals, visions and law of it. My strong

history of citizenship and volunteerism contributes to my drive to the beneficial expansion of my  
community.

**OTHER PERTINENT INFORMATION:**

Will you be able to attend all regular meetings and attend to matters which may require allocation of personal time?



YES



NO

**PLEASE PROVIDE TWO (2) LETTERS OF REFERENCE ATTACHED WITH THIS APPLICATION.**

**SIGNATURE:** \_\_\_\_\_

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

**DATE:** January 18th, 2021

Please return the completed form marked

**ATTENTION: Administration Department**

In Person      5120-52 Street, Drayton Valley  
Mail              Box 6837, Drayton Valley, AB, T7A 1A1  
E-mail            admin-support@draytonvalley.ca

The personal information requested on this form is being collected for the purpose of assessing suitability for appointment to a Board or Committee constituted or formed by the Town of Drayton Valley. It is collected under the authority of Section 33 of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780) 514-2200.



## TOWN OF DRAYTON VALLEY

### Application for Board/Committee Membership

NAME: Graham Long

PHONE: \_\_\_\_\_

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

MAILING ADDRESS: \_\_\_\_\_

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

STREET ADDRESS: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

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

I AM INTERESTED IN (SELECT ONE):

☐

1 Year Term

☐

2 Year Term

☐

3 Year Term

☒

No Preference

Please note that eventually the length of the term is depending on the Board's or Committee's Bylaw, Terms of Reference or similar.

**SOME BOARDS/COMMITTEES HAVE SPECIFIC POSITIONS FOR CERTAIN DEMOGRAPHICS, PLEASE ANSWER THE FOLLOWING:**

AGE:

☐

Under 21

☐

21-35

☐

35-55

☒

Over 55

MUNICIPALITY OF RESIDENCE:

☒

Town of Drayton Valley

☐

Brazeau County

☐

Other(Please State): \_\_\_\_\_

**BOARD/COMMITTEE MEMBERSHIP APPLIED FOR: (Please Choose)**

☐  
☐  
☐

Brazeau Foundation

Early Childhood Development Centre (Childcare Operational) Board

Family and Community Support Services (FCSS) Advisory Board

☒  
☐  
☐

Subdivision and Development Appeal Board

Drayton Valley Municipal Library Board

Other: (Please state) \_\_\_\_\_

☒

I hereby give permission to have my name stand for other vacant positions on Town of Drayton Valley Boards or Committees, should I not be selected to serve on this Board or Committee.

Please note any preferred Boards or Committees: \_\_\_\_\_

The personal information requested on this form is being collected for the purpose of assessing suitability for appointment to a Board or Committee constituted or formed by the Town of Drayton Valley. It is collected under the authority of Section 33 of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780) 514-2200

DRAYTON VALLEY

**RELATED EXPERIENCE AND QUALIFICATIONS:**

I have a good basic knowledge of planning process and procedures. I'm a former member of town council and a current member of the SDAB.

**BRIEFLY STATE YOUR REASONS FOR APPLYING FOR MEMBERSHIP:**

I'm interested in continuing to serve the community in some capacity and I feel that this is a good fit with my skill set.

**OTHER PERTINENT INFORMATION:**

Will you be able to attend all regular meetings and attend to matters which may require allocation of personal time?

☒

YES

☐

NO

**PLEASE PROVIDE TWO (2) LETTERS OF REFERENCE ATTACHED WITH THIS APPLICATION.**

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

**SIGNATURE:****DATE:** May 20, 2021

Please return the completed form marked

**ATTENTION: Administration Department**

In Person 5120-52 Street, Drayton Valley  
 Mail Box 6837, Drayton Valley, AB, T7A 1A1  
 E-mail admin-support@draytonvalley.ca

The personal information requested on this form is being collected for the purpose of assessing suitability for appointment to a Board or Committee constituted or formed by the Town of Drayton Valley. It is collected under the authority of Section 33 of the *Freedom of Information and Protection of Privacy Act*, RSA 2000, Chapter F-25, and is used exclusively and expressly for the purpose mentioned above. If you have any questions on disclosure or the use of information, please contact the FOIPP Coordinator at (780) 514-2200.

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Appointment of Clerk to the Subdivision and Development Appeal Board (SDAB)
<b>MEETING:</b>	June 30, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Annette Driessen Acting CAO

### 1. PROPOSAL AND BACKGROUND:

The *Municipal Government Act* (MGA) Section 627(1) requires that Council establish a subdivision and development appeal board. Further to this, Section 627.1 of the MGA requires that:

(1) A council that establishes or authorizes the establishment of a subdivision and development appeal board, including an intermunicipal subdivision and development appeal board, must appoint or authorize the appointment of one or more clerks of the subdivision and development appeal board.

(2) A person appointed as a clerk of a subdivision and development appeal board may also hold an appointment under section 456 as a clerk of an assessment review board.

(3) No person is eligible for appointment as a clerk of a subdivision and development appeal board unless that person has successfully completed a training program in accordance with the regulations made under section 627.3(a).

(4) No subdivision authority or development authority is eligible for appointment under this section

Mrs. Sabine Landmark, Administrative Assistant for the Town of Drayton Valley, has completed the refresher training which is based on a standard training program approved by the Minister of Municipal Affairs. As such, Administration recommends that Mrs. Landmark be appointed as the Clerk to the SDAB for a period of three (3) years, until June 8, 2024, which is a term concurrent with the training certification.

### 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	Yes	MGA, Section 627(1)
Municipal Bylaws	Yes	2018/03/D, 2019/05/D
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	


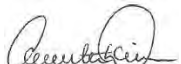
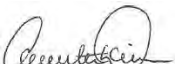
**4. POTENTIAL MOTIONS:**

- A. That Council appoint Mrs. Sabine Landmark as the Clerk to the Subdivision and Development Appeal Board for the Town of Drayton Valley for a three-year term, expiring on June 8, 2024.
- B. That Council direct Administration to: \_\_\_\_\_.

**5. RECOMMENDATION**

Administration recommends appointing Mrs. Sabine Landmark for a three-year term.

**6. ATTACHMENTS:**

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	New Aquatic Centre Amenity Sponsorship Rights Agreement for Approval
<b>MEETING:</b>	June 30, 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 a community business is wishing to become a naming sponsor for one of the specific amenities within the new Aquatic Centre.

The Drayton Valley Community Foundation has signed an agreement in hopes of being awarded the Naming Sponsor of the Multi-Purpose Room. This sponsorship allows the Drayton Valley Community Foundation to have the naming rights for a period of ten (10) years. The total sum of the sponsorship is \$75,000, which will be paid over a five (5) year term of \$15,000 per year effective the day of signing. 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 Council's 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 griplex, a skateboard park and off-</li> </ul>

		<p>leash dog park;</p> <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</li> </ul>



		to compensate for disparities 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>
--	--	---

**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 the Drayton Valley Community Foundation as presented.
- 2) That Council approve the Sponsorship Rights Agreement between the Town and the Drayton Valley Community Foundation with the following recommendations:
- 3) That Council decline the Sponsorship Rights Agreement between the Town and the Drayton Valley Community Foundation.

**5. RECOMMENDATION**

That Council approve the Sponsorship Rights Agreement between the Town and the Drayton Valley Community Foundation as presented.

**6. ATTACHMENTS:**

1. Sponsorship Rights Agreement - Drayton Valley Community Foundation

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

**DRAYTON VALLEY COMMUNITY FOUNDATION**

(hereinafter referred to as the "Sponsor")

**1. OWNERSHIP**

The Facility is the Aquatic Centre located at 4700 West Valley Park Road, 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 Table 24 DVCF is the name of the Multi-Purpose Room, located within the Aquatic Centre. Any change to this name must receive prior written approval of the Town.

**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 that is displayed on/or within the Facility, as well as on any Facility Amenity promotional products.

- c. Any change in the name of the Facility Amenities must comply with the terms outlined within this Agreement.

## **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 prior to the ten (10) year maximum shall be bound by the terms of this agreement.

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

- a. Sponsorship Rights for the Facility Amenity will be provided to no other party or company other than the Drayton Valley Community Foundation .
- 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 Drayton Valley Community Foundation 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. The Town retains the right to solicit sponsors, without the prior approval of the Drayton Valley Community Foundation , for the sponsoring of events, programs or goods-in-kind for the Facility, or any component of the Facility.
- f. The Drayton Valley Community Foundation 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 Drayton Valley Community Foundation pledges the credit of the Town without approval;
  - ii. The Drayton Valley Community Foundation is found guilty of a criminal offense that jeopardizes the integrity of the Sponsorship Rights Agreement;
  - iii. The Drayton Valley Community Foundation , 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 Drayton Valley Community Foundation breaches this Agreement.

- h. In the event of termination by the Town, compensation for any remaining term on the Agreement is not required to be paid by the Town.
- i. 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, and will be responsible for meeting its financial obligation under this Agreement.
- j. The Town will retain ownership of all equipment, material, and supplies provided for by this Agreement.
- k. The Drayton Valley Community Foundation will be permitted to display its registered logo on the entrance door to the Multi-Purpose Room (Attached "A"), the logo can also be displayed on the top edge of the wall within the Multi-Purpose Room (Attached "B") and a section of wall within the Multi-Purpose Room will be a designated display space (Attached "C"). The logo and any related memorabilia must be displayed in an attractive and secured manner. All signage and displays must meet with the prior approval of the Town of Drayton Valley.

## 7. PROMOTIONAL RIGHTS

The Town will provide the following privileges and/or benefits:

- a. Name the Facility Amenity the DVCF Multi-purpose room
- b. Locate the name DVCF within the Facility in a location that is appropriate for promotional purposes;
- c. Use the Sponsor logo and/or amenity name at every feasible opportunity;
- d. Mention the Sponsor in all media releases for the Opening of the Facility; and
- e. Other promotional rights as described below:

- In social media posts for the town or pool

## 8. NAMING RIGHTS COSTS

In consideration for naming the Facility Amenity the DVCF Multi-purpose room, the Sponsor:

- a. Shall provide to the Town the sum of seventy five thousand (\$ 75,000 ) dollars; paid in equal payments of fifteen thousand (\$ 15,000 ), per year for the period of 20 21 to 20 25 .
- b. The Town shall pay all reasonable costs for the name The DVCF multi-purpose room to be displayed within the Facility. The Drayton Valley Community Foundation shall

contribute to the costs of producing and/or displaying the sign within the Facility should the desired design or construction materials exceed a value of \_\_\_\_\_.

## 9. INDEMNIFICATION

The Drayton Valley Community Foundation will at all times indemnify and save harmless the Town from and against any and all actions, claims, demands, suits, proceedings, damages, costs including without restriction legal costs on a solicitor and his/her own client full indemnity basis and expenses whatsoever that may be brought, made, or incurred by or against the Town by reason of, arising out of, or in any way related to the use of the Facility by the Drayton Valley Community Foundation, its officers, agents, employees, invitees, or contractors except where the action, claim, demand, cost or expense was caused by the intentional acts or gross negligence of the town.

## 10. PAYMENT FOR RIGHTS

The Drayton Valley Community Foundation will make payment for the Sponsorship Rights in the following manner:

- a. Payment of fifteen thousand (\$ 15,000 ) dollars, payable to the Town of Drayton Valley, is due upon signing of this Agreement, with equal payments to be paid annually on the date of signing until \_\_\_\_\_, 2025.

IN WITNESS WHEREOF the respective parties have executed this Sponsorship Rights Agreement this 14 day of June, 2021 in the Town of Drayton Valley, Alberta.

### TOWN OF DRAYTON VALLEY

Per: \_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

### WITNESS

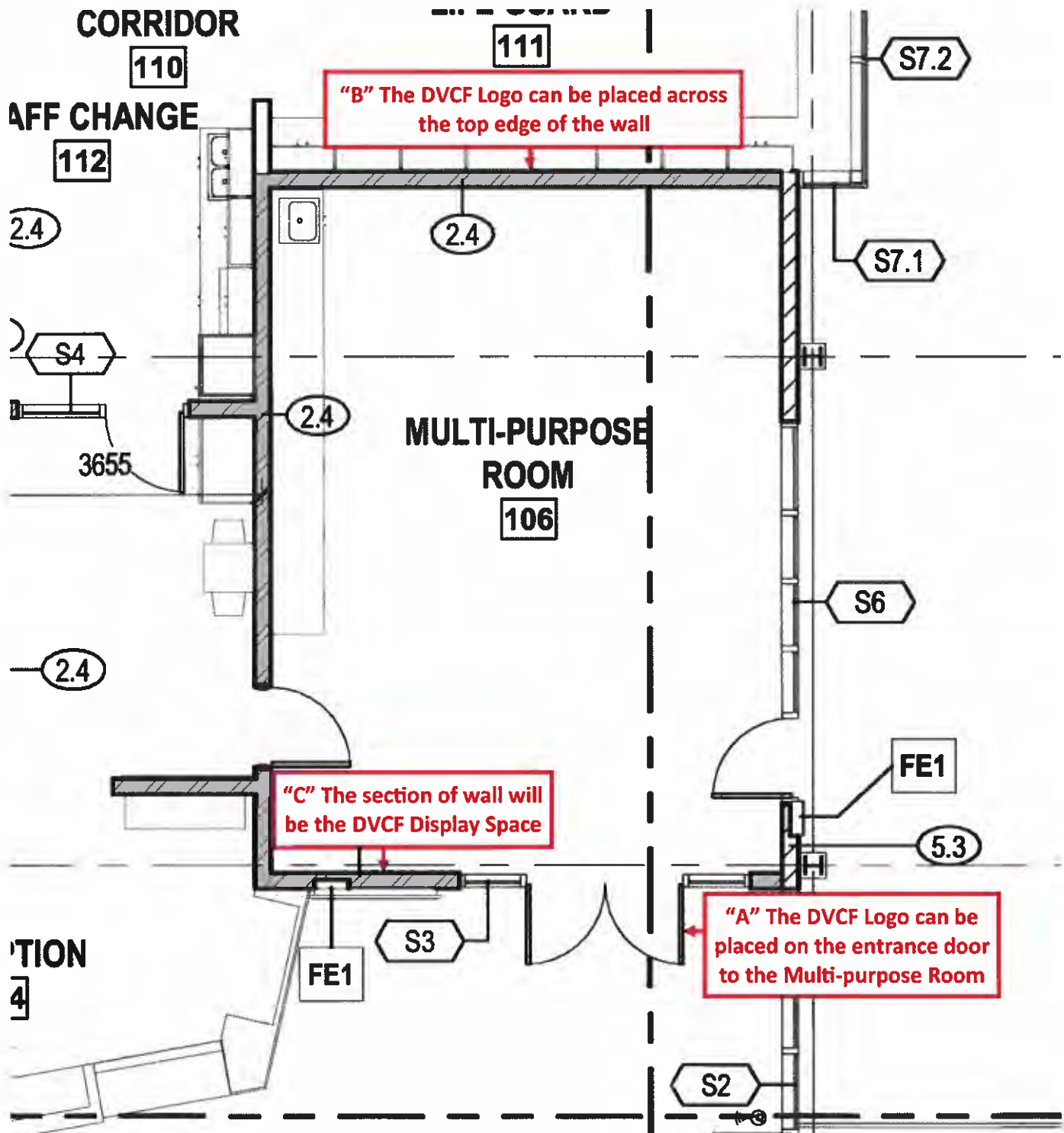
### SPONSOR

Per: Tara Middlemiss Per: Robert Mulligan  
Print Name Print Name

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

Signature

                      
Signature



# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION

<b>SUBJECT:</b>	Community Dinner – Road Closure Request
<b>MEETING:</b>	June 30, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Tom Thomson Fire Chief

### 1. PROPOSAL AND BACKGROUND:

The Drayton Valley Community Foundation is hosting the Community Dinner on July 16, 2021. The Community Foundation is requesting to have 51 Street, between 51 Avenue and 52 Avenue, closed to traffic between 5:00 p.m. and 9:00 p.m., allowing this area to be safely used to host the Community Dinner that will include live music.

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

There are potential financial benefits for the community as this event will draw individuals and families to the downtown core who may take the opportunity to shop in some of the area stores.

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

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	Yes	Traffic Bylaw, 2016-03-P, Section 45 Parade and special roadway event.
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:

- That Council authorizes the closure of 51 Street, between 51 Avenue and 52 Avenue, to traffic between 5:00 p.m. and 9:00 p.m., to allow the Drayton Valley Community Foundation to host the Community Dinner on July 16, 2021.
- That Council defer this item to Administration for further clarification.
- That Council declines authorizing the closure of 51 Street, between 51 Avenue and 52 Avenue, to traffic between 5:00 p.m. and 9:00 p.m., to allow the Drayton Valley Community Foundation to host the Community Dinner on July 16, 2021.

### 5. RECOMMENDATION

Administration recommends authorizing the closure of 51 Street, between 51 Avenue and 52 Avenue, to traffic between 5:00 p.m. and 9:00 p.m., to allow the Drayton Valley Community Foundation to host the Community Dinner on July 16, 2021.

### 6. ATTACHMENTS:

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Omniplex Ice Fees
<b>MEETING:</b>	June 30, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Annette Driessen, Acting Chief Administrative Officer Derek Starnes, Recreation and Omniplex Manager

### 1. PROPOSAL AND BACKGROUND:

On May 5, Town Council approved the 2021 Fee Schedule with the exception of the Omniplex Ice Fees. Therefore, the Town's Recreation Committee was tasked with compiling a Rental Rate schedule that would address the Town's objective to approach cost recovery. This objective is further challenged with the significant decrease in recreation cost-sharing revenue from Brazeau County. The Recreation Committee therefore addressed the ability to reach cost-recovery while supporting Town residents and presented these rates to Council at the June 9 Governance and Priorities Meeting.

In its review, the Recreation Committee and Administration considered the following matters:

- the operating cost per hour for the ice surfaces (Omni I and Omni II) is estimated at \$146.00;
- there has been no increase in the ice fees since 2017;
- prior to 2017, the annual average increase in ice fees was 3%;
- while Brazeau County cut its recreation cost-sharing funding by approximately 50%, it does provide some cost-sharing revenue toward the Omniplex;
- there is some expectation that any significant increase in rental fees will result in families not returning to ice sports;
- the residency count between Town and County users will change throughout the season, therefore some assumptions will need to be made;
- the ice fees will be established as base rates with Town residents receiving a rebate; and
- the schools would not have a mechanism to differentiate the users for school use of the Omniplex, therefore the schools are proposed to remain at a flat rate.

With the consideration of these factors, the Recreation Committee is proposing a 25% increase in the ice fees as a base rate, with Town residents receiving a rebate.

The attached fee schedule shows the proposed rates for the various ice users of the Omniplex. All users will incur, at minimum, a 3% increase. All user groups will be charged the 25% rate with each user group receiving rebates for its Town residents. The annual rebates, based on the average of the past three (3) years residency counts, are estimated at:

Minor Hockey	\$115.50/Town Participant
Figure Skating	\$85.54/Town Participant
Ringette	\$83.87/Town Participant
Men's Recreational Hockey	\$48.10 - \$51.74 (depending on group)/Town Participant

Administration will work with the user groups to determine the frequency and proportional payments of these rebate numbers.

This information is being presented to Town Council for its review for approval.



Due to the urgency of the user groups needing to know the ice rates, the Recreation Committee is looking to obtain a final decision on this matter.

## 2. BUDGET / GRANT / RESOURCE IMPLICATIONS:

The review of the considerations by the Recreation Committee were targeted with the aim of recovering revenue from the loss incurred with the reduction in recreation cost-sharing from Brazeau County. Administration will need to monitor the 2021-2022 ice season as there are factors that are external to the process.

## 3. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	N/A	
Municipal Bylaws	N/A	
Municipal Development Plan	N/A	
Sustainability Vision 2019-2021	N/A	
Town of Drayton Valley Strategic Plan 2019-2021	N/A	
Other Plans or Policies	Yes	<p>The Community Sustainability Plan through its objectives, sets out to achieve the following goals:</p> <ul style="list-style-type: none"> <li>• diversity is embraced and all residents are welcomed and involved, and participate in community activities;</li> <li>• 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 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>• build resilience in the community; and</li> <li>• improve community's quality of life.</li> </ul>

## 4. POTENTIAL MOTIONS:

1. That Town Council approve the proposed 2021 Ice Rental Rates as presented.
2. That Town Council direct Administration to amend the proposed 2021 Ice Rental Rates with the following changes: \_\_\_\_\_.
3. That Town Council not approve the proposed 2021 Ice Rental Rates as presented.

## 5. RECOMMENDATION

That Town Council approve the proposed 2021 Ice Rental Rates as presented.

**6. ATTACHMENTS:**

1. Proposed 2021 Ice Rental Rates

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

---

**OMNIPLEX - ICE RENTAL RATES - September to April**


---

	2021 Rates	3% Increase	2021 Final	25% Increase	25% Total
<b>Youth - under 18</b>					
Non-prime Rate (weekdays only 6am - 3pm)	\$ 67.00	\$ 2.01	\$ <b>69.01</b>	\$ 17.25	\$ <b>86.26</b>
Prime Rate (3pm - 12am)	\$ 94.25	\$ 2.83	\$ <b>97.08</b>	\$ 24.27	\$ <b>121.35</b>
<b>Adult - 19 +</b>					
Non-prime Rate (weekdays only 6am - 3pm)	\$ 120.50	\$ 3.62	\$ <b>124.12</b>	\$ 31.03	\$ <b>155.14</b>
Prime Rate (3pm - 12am)	\$ 171.75	\$ 5.15	\$ <b>176.90</b>	\$ 44.23	\$ <b>221.13</b>
<b>School</b>					
School (during school hours)	\$ 59.25	\$ 1.78	\$ <b>61.03</b>		
<b>Group (adult &amp; youth)</b>					

Administration recommends that the Group User Fee be based on a 75% age majority. If the User Group has 75% attendees ages 19 + they will be charged the Adult Rate and if the User Group has 75% attendees under the age of 18 they will be charged the Youth Rate.

This will apply to all groups with the exception of Thunder.

---

**OMNIPLEX - ICE RENTAL RATES - July to August**


---

The estimated operating cost per hour for ice installed in July and/or August of each year is \$223.63/hr. Summer rates, at a subsidized amount, had been charged prior to 2017. In the past few years, however the summer rates were identical to the regular season rates.

Administration has not prepared recommendations on the summer rates as any significant increase would be unattainable for the majority of the ice users.

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Urban Housing Program Inventory – Purchase of Duplex
<b>MEETING:</b>	Regular Meeting of Council June 30, 2021
<b>PRESENTED BY:</b>	Annette Driessen Acting Chief Administrative Officer

### 1. PROPOSAL AND BACKGROUND:

In 2007, in response to the demand in the community for affordable housing and with financial assistance through the province of Alberta, the Town of Drayton Valley established the Urban Housing Program. A total of 26 housing units were purchased and/or constructed to provide low income, working individuals and families with accommodation that was affordable and accessible. As part of the program, the tenants are required to complete the courses offered through the Making Financial Cents Program, thereby acquiring knowledge and skills that will assist them to transition from renting units to owning their own home.

Throughout the Urban Housing Program, the Town of Drayton Valley has maintained reports on the demographics of the tenants as well as on the demand for housing. Of the current housing units owned by the Town, six are three-bedroom units, eighteen are two-bedroom units and two are bachelor units. Since the inception of the program, the three-bedroom units have maintained consistent occupancy. Waitlists for the programs demonstrate a further need for three-bedroom units.

In the fall of 2020, the Town of Drayton Valley was approached by the Humans Helping Humans Housing Foundation to purchase one of its duplexes, located at 4733 and 4735 50 Ave. The Housing Foundation requested the purchase to allow the organization to expand its services by addressing the needs of the homeless population within the community.

At the May 5, 2021, Special Council Meeting, Town Council passed its 2021 Final Capital Budget. Within the capital budget, an allocation of \$300,000.00 was approved to purchase housing units to enhance the inventory of the Urban Housing Program. Administration received confirmation from the Humans Helping Humans Housing Foundation that it is requesting a total of \$360,000.00 for the Town's purchase of the duplex located at 4733 and 4735 50 Ave. As the amount exceeds the value that is granted to Administration under the Town's Purchasing and Tendering Policy, the matter is to be referred to Council for final decision.

At the June 9, 2021, Regular Council Meeting, Town Council passed a motion directing Administration to get an appraisal done as well as come forward with a cost estimation for renovations.

Therefore, Administration had the duplexes located at 4733 and 4735 50 Ave appraised (**see Attachment 1 - Appraisal of 4735 50 Ave and Attachment 2 - Appraisal of 4733 50 Ave**). The duplex located at 4733 50 Ave was appraised with a market value of \$165,000, the duplex located at 4735 50 Ave was appraised with a market value of \$170,000.

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

The financial impact to the Town of this decision would see an unbudgeted expenditure of \$35,000 - \$60,000 to the capital budget. There is an unexpected repair cost of approximately \$20,000 to complete minor damages and/or deficiencies within the two units. This is an immediate impact to the budget. Long term, the purchase of the duplex as part of the Town's Urban Housing Program

would show a self-sustaining budget performance due to the surplus of rental income over operating and management expenses.

### 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	TF-01-20 Purchasing and Tendering Policy

### 4. POTENTIAL MOTIONS:



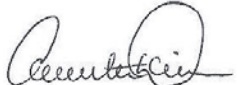
- A. That Council accept and approve the proposed purchase of the duplex at 4733 and 4735 50 Ave owned by Humans Helping Humans Housing Foundation for the appraised market value purchase price of \$335,000.00.
- B. That Council accept and approve the proposed purchase of the duplex at 4733 and 4735 50 Ave owned by Humans Helping Humans Housing Foundation for the purchase price of \_\_\_\_\_.
- C. The Council defer this item back to Administration to \_\_\_\_\_.
- D. That Council decline to purchase the duplex at 4733 and 4735 50 Ave owned by Humans Helping Humans Housing Foundation.

### 5. RECOMMENDATION

For Council's decision.

### 6. ATTACHMENTS:

1. Appraisal of 4735 50 Ave (Handed out separately)
2. Appraisal of 4733 50 Ave (Handed out separately)
3. Affordable Housing Duplex Forecasted Cash Flow
4. Renovation Cost Estimate

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

## Affordable Housing Duplex Forecasted Cash Flow

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
<b>Inflow</b>											
Financing	359,800.00										
Rent Income	5,100.00	20,400.00	20,400.00	21,600.00	21,600.00	21,600.00	22,800.00	22,800.00	22,800.00	24,000.00	Note 1
<b>Outflow</b>											
Duplex Purchase	- 359,800.00										
Loan Payments	- 4,543.59	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	Note 2
Management Fees	- 510.00	- 2,040.00	- 2,040.00	- 2,160.00	- 2,160.00	- 2,160.00	- 2,280.00	- 2,280.00	- 2,280.00	- 2,400.00	Note 3
Maintenance Costs	- 187.50	- 750.00	- 765.00	- 780.30	- 795.91	- 811.82	- 828.06	- 844.62	- 861.51	- 878.74	Note 4
Vacancy Allowance	-	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	Note 5
<b>Net Cash Inflow</b>	<b>- 141.09</b>	<b>- 814.36</b>	<b>- 829.36</b>	<b>235.34</b>	<b>219.73</b>	<b>203.82</b>	<b>1,267.58</b>	<b>1,251.02</b>	<b>1,234.13</b>	<b>2,296.90</b>	<b>Note 6</b>

**Note 1:**

Rental Income for 3-bedroom units in the Affordable Housing Program are being rented for \$850/month. Forecasted rental income is increased by \$50/month every 3 years.

**Note 2:**

The current interest rate for a 30-year loan is 3.0051%. We could save \$70,000 in interest by borrowing over 20 years and \$150,000 by borrowing over 10 years. However, only the 30-year loan allows us positive cash flows (starting in 4 years).

**Note 3:**

Management fees are 10% of rental income. This is the industry standard.

**Note 4:**

Maintenance is budgeted at the same amount/unit as the remainder of the Urban Housing units, increasing at 2% per year to account for inflation and an aging building.

**Note 5:**

Vacancy allowance is calculated based on the assumption that each unit will be empty for a month every 3 years. This is to allow for a move-out/move-in transition after a renter has been in the unit for the maximum allowed time.

**Note 6:**

In order to break even immediately, we would have to increase the rental rate per unit to \$890/month. See Page 2 for a scenario where we raise the rental fees to \$890 immediately upon acquisition and subsequently raising them by \$50/month every 3 years. All other factors in the scenario remain the same.

	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	
<b>Inflow</b>											
Financing	359,800.00										
Rent Income	5,340.00	21,360.00	21,360.00	22,560.00	22,560.00	22,560.00	23,760.00	23,760.00	23,760.00	24,960.00	<i>Note 1</i>
<b>Outflow</b>											
Duplex Purchase	- 359,800.00										
Loan Payments	- 4,543.59	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	- 18,174.36	<i>Note 2</i>
Management Fees	- 534.00	- 2,136.00	- 2,136.00	- 2,256.00	- 2,256.00	- 2,256.00	- 2,376.00	- 2,376.00	- 2,376.00	- 2,496.00	<i>Note 3</i>
Maintenance Costs	- 187.50	- 750.00	- 750.00	- 750.00	- 750.00	- 750.00	- 750.00	- 750.00	- 750.00	- 750.00	<i>Note 4</i>
Vacancy Allowance	-	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	<i>Note 5</i>
<b>Net Cash Inflow</b>	<b>74.91</b>	<b>49.64</b>	<b>49.64</b>	<b>1,129.64</b>	<b>1,129.64</b>	<b>1,129.64</b>	<b>2,209.64</b>	<b>2,209.64</b>	<b>2,209.64</b>	<b>3,289.64</b>	<i>Note 6</i>



# Memo

Memo To:

CC:

From:

Date: June 25, 2021

Regarding: Cost Estimate - Duplex Renovations

---

## 4733-50 Avenue – East Side

1. There is no drywall in the majority of the basement walls - \$3,000.00
2. The walls are insulated and vapor barriered but have no acoustic seal - \$1,000.00
3. There are no electrical plug ins in the basement - \$500.00
4. There is a missing section of drywall in the stairway - \$500.00
5. Carpet in the bedroom was replaced with vinyl plank flooring but the trim was never lowered - \$500.00
6. The bathtub is badly stained - \$500.00
7. The walls in most rooms show signs of damage and need to be repaired - \$1,000.00
8. Closet doors are damaged and needs adjusting - \$500.00
9. Some trim pieces are missing - \$500.00
10. Vegetation is growing in the eavestrough - \$500.00
11. Front steps seem sturdy but need a paint or stain job - \$500.00
12. Roof shingles at front of the house are starting to curl up - \$6,000.00
13. The sidewalk slopes away from the house and is too steep - \$1,500.00
14. Outside coach light is ready to fall off - \$500.00
15. The backyard slopes towards the house which causes a pool of water near the foundation - \$3,000.00
16. The basement windows should have window wells surrounding them - \$1,000.00

## 4735-50 Avenue – West Side

1. Front entry door frame is broken and needs to be replaced - \$1,000.00
2. The walls in most rooms are damaged and need paint - \$1,000.00
3. Electrical plugs in the basement are live but have no covers - \$500.00
4. Stairway is not mudded or taped - \$1,000.00
5. Missing smoke detectors with loose wires hanging out of the wall - \$500.00
6. Broken or loose parging on the outside - \$500.00
7. Big tree growing directly near the foundation - \$500.00
8. Eavestrough dumps water too close to the house - \$500.00
9. The slope of the sidewalk is too steep - \$1,500.00
10. Vegetation is growing in the gutters - \$500.00
11. Loose wires under the kitchen cabinet - \$500.00
12. The siding is damaged and ready to fall off - \$500.00
13. Incomplete electrical wiring in the basement - \$1,000.00
14. Holes in drywall - \$500.00



# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION

<b>SUBJECT:</b>	Brazeau County proposed Municipal Development Plan (MDP) Amendment Bylaw 1081-21.
<b>MEETING:</b>	June 30, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Matt Ellis Senior Planner

### 1. PROPOSAL AND BACKGROUND:

Further to the discussion at the June 23, 2021, Governance and Priorities (G&P) Committee meeting regarding the above mentioned amendment to Brazeau County Municipal Development Plan (MDP) amendment 770-11, administration has prepared the draft response letter (**see Attachment 1- Town of Drayton Valley Draft Response to Brazeau County MDP Amendment 1081-21**).

Administration will incorporate any changes that Council recommends to the draft letter and send the final version to Reeve Guyon so that it is duly considered at the County's July 6, 2021, Council Meeting.

Administration notes that due to the complexity of the County's proposed MDP amendment that requires further review to comment on how the amendment possibly contravenes specific Provincial legislation, the comments contained in the attached letter are only preliminary and more detailed comments will be sent to the County prior to the deadline of July 23, 2021, as stated in the referral package that was sent to the Town requesting comment (**see Attachment 2- Brazeau County MDP Amendment 1081-21 Referral Package**).

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

No budget or resource implications for the Town are identified at this time. However, if future development is proposed in proximity to environmentally hazardous areas that affects town infrastructure, significant financial expense for repairing damage to such infrastructure could result.

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

Type of Document	Yes ~ N/A ~ Partial	Comments
Provincial Acts / Regulations	Yes	<i>Municipal Government Act</i> and possible other environmentally related provincial legislation/regulations  (Environmental Enhancement and Protection Act, Subdivision Regulation, etc.)
Municipal Bylaws	No	
Municipal Development Plan	No	Town of Drayton Valley Municipal Development Plan not affected  Section 6.5 (Natural Environment) of Brazeau County Municipal Development 770-11 is subject of proposed amendment

Sustainability Vision 2019-2021	Yes	Innovative Infrastructure- Future intermunicipal Town/County walking Trails (connectivity)  Stewardship- Eagle Point/Blue Rapids Park  Safety & Health- Transportation
Town of Drayton Valley Strategic Plan 2019-2021	Yes	Goal Two- Increase Public Trust and Confidence  Goal Three- A Sense of Community
Other Plans or Policies	Yes	Town of Drayton Valley- Brazeau County Intermunicipal Development Plan (IDP) 2011/17/D

#### 4. POTENTIAL MOTIONS:

A. That Council direct Administration to send the attached response letter (**see Attachment 1- Town of Drayton Valley Draft Response to Brazeau County MDP Amendment 1081-21**) to Brazeau County Reeve Bart Guyon for consideration at the County's July 6, 2021, Council Meeting.

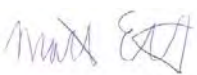


B. That Council direct Administration to revise the attached response letter (**see Attachment 1- Town of Drayton Valley Draft Response to Brazeau County MDP Amendment 1081-21**), as directed prior to sending to Brazeau County Reeve Bart Guyon for consideration at the County's July 6, 2021 Council Meeting.

#### 5. RECOMMENDATION

Administration recommends sending the response letter (**see Attachment 1- Town of Drayton Valley Draft Response to Brazeau County MDP Amendment 1081-21**) as currently drafted to Brazeau County Reeve Bart Guyon for consideration at the County's July 6, 2021, Council Meeting.

#### 6. ATTACHMENTS:

1. Town of Drayton Valley Draft Response to Brazeau County MDP Amendment 1081-21
2. Brazeau County MDP Amendment 1081-21 Referral Package

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

**Attachment 1**  
**Town of Drayton Valley Draft Response to**  
**Brazeau County MDP Amendment 1081-21**



June 30, 2021

Reeve Bart Guyon  
Brazeau County  
7401 Township Road 494, P.O. box 77  
Drayton Valley, AB  
T7A 1R1

Dear Mr. Reeve Guyon,

RE: Proposed Municipal Development Plan (MDP) Amendment Bylaw 1081-21.  
Your File: 21A-004

---

Thank you for providing the Town with the enclosed referral package and opportunity to comment regarding proposed Bylaw 1081-21 to amend Section 6.5 (Natural Environment) of Brazeau County Municipal Development Plan (MDP) 770-11.

To begin, the Town in no way wishes to impede responsible development or the economic progress of the County as our municipal neighbours and partners. The Town has and still maintains the strong belief that development in either municipality benefits both. Collectively, we are stronger when we collectively work together and are weaker when we operate in isolation of regard for each other's respective interests. An obvious example, amongst many such examples, of this is that development in the County often leads to houses being completed in the Town, future residents eating in our restaurants, shopping in our stores and so on. Conversely, development in the Town often leads to jobs being created in the County. However, development of any kind must not occur at the expense of environmental health and safety. Appropriate environmental safeguards must remain in place and must be enforceable where development is proposed in proximity to environmental sensitive and/or environmentally hazardous areas. Replacing the term "shall" with the term "may" in most (if not all) of the policies within Section 6.5 (Natural Environment) of Brazeau County MDP 770-11 weakens these policies so much that they are not enforceable.

Generally speaking, Town Council and Administration feels this proposed MDP amendment contravenes the core purposes of municipalities as per the Municipal Government Act (MGA). Specifically, Section 3 of the MGA States:

*"The purposes of a municipality are:*

*(a) to provide good government,*

*(a.1) to foster the well-being of the environment,*

*(b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality,*

*(c) to develop and maintain safe and viable communities, and*

*(d) to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services”*

Proposed Bylaw 1081-21 to amend Section 6.5 (Natural Environment) of the Brazeau County MDP 770-11 contravenes each of the above-mentioned subsections of the MGA. Furthermore, this amendment affects Town interests if development is proposed in proximity to environmentally sensitive/ hazardous areas and our shared boundary.

Furthermore, the proposed MDP amendment contravenes the Goals/Objectives of Brazeau County-Town of Drayton Valley Intermunicipal Development Plan (IDP) 2011/17/D that remains in effect and even Draft Brazeau County-Town of Drayton Valley IDP 2020/03/D.

While we will provide further comments prior to the July 23, 2021 deadline as stated in your referral package, these preliminary comments are being provided to you so they are duly considered at the County's July 6<sup>th</sup>, 2021 Council Meeting. Town Council and Administration is united in its opposition to proposed Bylaw 1081-21 and respectfully request that First Reading on July 6<sup>th</sup>, 2021 be defeated or taken off as a Council item.

I welcome the opportunity to discuss this proposal with you at a mutually convenient time in the near future. You may contact me at 780-514-2203 or [mellis@draytonvalley.ca](mailto:mellis@draytonvalley.ca). We look forward to hearing from you.

Yours truly,



Matt Ellis, BES, RPP, MCIP  
Senior Planner  
The Town of Drayton Valley  
T 780-514-2203  
E [mellis@draytonvalley.ca](mailto:mellis@draytonvalley.ca)

Encl.

**Attachment 2**  
**Brazeau County MDP Amendment 1081-21**  
**Referral Package**





# Brazeau County

7401 Township Road 494, P.O. Box 77, Drayton Valley, Alberta T7A-1R1  
PHONE: (780) 542-7777 - FAX: (780) 542-7770  
[www.brazeau.ab.ca](http://www.brazeau.ab.ca)

June 15, 2021

RE: PROPOSED MUNICIPAL DEVELOPMENT PLAN AMENDMENT – BYLAW 1081-21  
OUR FILE: 21A-004

Attached is a copy of Bylaw 1081-21, which proposes a change to Section 6.5 Natural Environment of the Brazeau County Municipal Development Plan (MDP). The proposed changes would replace all occurrences of the word 'shall' with the word 'may'. Also attached for your convenience, is a copy of current MPD Section 6.5 Natural Environment with the words to be replaced highlighted in yellow.

First Reading of the Bylaw is scheduled on **July 6, 2021**. Provided First Reading is passed, the Public Hearing is tentatively scheduled on **August 3, 2021 at 10:00 am** at the Brazeau County Council Chamber. Should the Bylaw not receive First Reading, the Public Hearing will not go forward on August 3, 2021.

Any response received by **July 23, 2021** will be included in the report to Council, any late responses will be presented at the public hearing on August 3, 2021. In the event that we do not hear from you, we will process the proposal as though you have no objection.

Please respond by fax to 780-542-7770 or via email reply to [planning@brazeau.ab.ca](mailto:planning@brazeau.ab.ca), referencing File No: 21A-004.

If you require further information or wish to discuss this proposal further, please contact the Planning and Development Department at 780-542-7777.

Sincerely,

Shannon Campbell  
Planning Technician

SC/

Encl.

## REFERRAL AGENCIES

- ◆ AEP Waters - [waterapprovals.reddeer@gov.ab.ca](mailto:waterapprovals.reddeer@gov.ab.ca)
- ◆ AEP – River Engineering and Technical Services Division - [AEP.Flood@gov.ab.ca](mailto:AEP.Flood@gov.ab.ca)
- ◆ North Saskatchewan Watershed Alliance – [water@nswa.ab.ca](mailto:water@nswa.ab.ca)
- ◆ Department of Fisheries and Oceans Canada - [fisheriesprotection@dfo-mpo.gc.ca](mailto:fisheriesprotection@dfo-mpo.gc.ca)
- ◆ Eagle Point-Blue Rapids Park Council – Sandra Bannard - [sandra@epbrparkscouncil.org](mailto:sandra@epbrparkscouncil.org)
- ◆ Eagle Point-Blue Rapids Park Council – Bev Broks – [bev@epbrparkscouncil.org](mailto:bev@epbrparkscouncil.org)
- ◆ Alberta Transportation – Attn: Nuzhat Butt – [nuzhat.butt@gov.ab.ca](mailto:nuzhat.butt@gov.ab.ca)
- ◆ Alberta Transportation – [TransDevelopmentStonyPlain@gov.ab.ca](mailto:TransDevelopmentStonyPlain@gov.ab.ca)
- ◆ Town of Drayton Valley, Matt Ellis, Sr. Planner – [mellis@draytonvalley.ca](mailto:mellis@draytonvalley.ca)



# Brazeau County

7401 Township Road 494, P.O. Box 77, Drayton Valley, Alberta T7A-1R1

PHONE: (780) 542-7777 - FAX: (780) 542-7770

[www.brazeau.ab.ca](http://www.brazeau.ab.ca)

- ◆ Clearwater County – Charmaine Pashulka - [cpashulka@clearwatercounty.ca](mailto:cpashulka@clearwatercounty.ca)
- ◆ Yellowhead County – [planninginfo@yellowheadcounty.ab.ca](mailto:planninginfo@yellowheadcounty.ab.ca)
- ◆ Leduc County – [intermunicipal@leduc-county.com](mailto:intermunicipal@leduc-county.com)
- ◆ Parkland County – [intermunicipalreferrals@parklandcounty.com](mailto:intermunicipalreferrals@parklandcounty.com)
- ◆ Wetaskiwin County – Jarvis Grant - [jgrant@county.wetaskiwin.ab.ca](mailto:jgrant@county.wetaskiwin.ab.ca)
- ◆ Village of Breton – Attn: Therese Wiebe – [cao@breton.ca](mailto:cao@breton.ca)
- ◆ O'Chiese First Nation – PO Box 1570 Rocky Mountain House, T4T 1B2



## **BRAZEAU COUNTY**

### **BYLAW NO: 1081-21**

#### **BEING A BYLAW OF BRAZEAU COUNTY, IN THE PROVINCE OF ALBERTA, TO AMEND MUNICIPAL DEVELOPMENT PLAN BYLAW NO. 770-11, AS AMENDED**

**WHEREAS**, Council of Brazeau County deems it expedient and proper, under the authority of and in accordance with the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments thereto, to make certain amendments to Municipal Development Plan Bylaw No. 770-11, as amended; and

**WHEREAS**, the public participation requirements of Section 692 of the *Municipal Government Act*, RSA 2000, Chapter M-26, have been complied with;

**NOW THEREFORE**, the Council of Brazeau County, duly assembled, enacts as follows:

1. That section 6.5 Natural Environment of Bylaw 770-11 be amended by replacing all occurrences of the word “shall” with the word “may”; and
2. That this Bylaw shall take effect upon the final passing thereof.

**READ** a first time this \_\_\_\_ day of \_\_\_\_\_, 2021,

**READ** a second time this \_\_\_\_ day of \_\_\_\_\_, 2021,

**READ** a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2021.

---

Reeve

---

Chief Administrative Officer

**Policy 59:** Brazeau County may consider the development of tourism and recreation commercial development on any lands within the County that can safely and effectively support the proposed development. Brazeau County may require the proponent to provide onsite measures to control potential offsite nuisances to the satisfaction of the Development Authority to ensure that the proposed development properly integrates with surrounding land uses and landscapes.

**Policy 60:** Brazeau County shall cooperate with all applicable provincial departments and agencies to develop new and unique tourism and recreation commercial developments on crown land within Brazeau County if, in the opinion of Brazeau County Council, the proposed development provides a benefit to Brazeau County residents.

**Objective 13: Promote and encourage neighbourhood commercial development**

**Policy 61:** Brazeau County shall encourage the development of local-scale neighbourhood commercial services in the IDP Area, hamlets and major residential areas. These neighbourhood commercial sites must be developed to the satisfaction of the Development Authority to ensure that the proposed development properly integrates with surrounding land uses and landscapes.

**Objective 14: Promote and encourage home-based businesses**

**Policy 62:** Brazeau County shall encourage the development of home-based business operations where the residential property can safely and effectively accommodate the proposed business, and where potential nuisances such as noise, air quality, parking and traffic can be safely and effectively contained onsite to the satisfaction of the Development Authority. Homes in residential areas containing home-based businesses shall maintain a residential character.

**Policy 63:** Brazeau County shall encourage industrial-focused home-based businesses to relocate to existing or planned industrial business parks when, in the opinion of the Development Authority, the business operation expands beyond the scale of a home-based business.

## 6.5 Natural Environment

Within Brazeau County are a wide variety of beautiful sceneries and landscapes that are valued by local residents and visitors alike. The various watercourses, rivers, streams, lakes, hills, valleys and woodlands within Brazeau County support a diversity of habitats, migratory pathways, open spaces and recreation areas. Significant natural environmental features such as the North Saskatchewan River, the Pembina River, the Brazeau River, Modeste Creek and Sinkhole Lake provide important ecological and sociological benefits to Brazeau County. The effective management and protection the natural environment is important to the residents and visitors of Brazeau County. The biophysical characteristics, environmental significance, and carrying capacity of the air, land and water should be considered when evaluating future land use proposals, municipal decisions and plans.

The conservation of environmentally significant and sensitive areas, unique flora and fauna, major treed and/or vegetated areas, riparian areas, steep hillsides, hazardous areas, water bodies and wildlife habitats is a priority for Brazeau County. Brazeau County is committed to ensuring the protection and preservation of these areas through the use of environmental and municipal reserve dedications, environmental reserve easements, restrictive caveats, land transfers and development setbacks. In addition, Brazeau County may require erosion, storm water management, and sediment controls for new developments to protect the integrity of the local natural environment and to protect future residents from potentially hazardous areas.

Brazeau County is cognisant of the importance of the natural environment, and is committed to considering the cumulative effects that existing and proposed developments may have on the natural environment. Future land use growth and development in Brazeau County will strive to be respectful of the natural environment through the protection and preservation of ecologically and socially significant areas.

### **Natural Environment Objectives**

#### **Objective 15: Create an inventory of natural areas that contribute to the local environment and beauty of Brazeau County**

Policy 64: Brazeau County **shall** prepare and maintain an inventory of known environmentally and culturally significant areas and criteria for identifying new areas.

#### **Objective 16: Protect and preserve important natural areas**

Policy 65: Brazeau County **shall** require the protection and preservation of natural areas wherever possible by one or more of the following means:

- Environmental reserve dedication;
- Municipal reserve dedication;
- Environmental reserve easements;
- Conservation easements;
- Donations and bequests;
- Covenants registered on private titles; and
- Acquisition through purchase or land trades.

Policy 66: Brazeau County **shall** not permit development in areas that are prone to erosion, landslides, subsidence, seasonal flooding or are within the 1:100 flood plain, or any other natural or human-induced hazards affecting the local environment. The boundaries of areas **shall** be identified by qualified professionals. Development on or in close proximity to hazardous areas may

be considered if supported by a geotechnical analysis prepared by a qualified professional. The Development Authority may consider recommendations by applicable provincial and federal departments and agencies in determining setbacks from hazardous areas.

- Policy 67: Brazeau County may request a 50 metre development setback from the top-of-bank of major rivers and ravines to provide for an environmental buffer and recreation corridor. This setback should generally consist of a 30 metre environmental reserve dedication, with the balance taken as municipal reserve.
- Policy 68: Brazeau County **shall** require that when lands adjacent to water bodies are subdivided, a strip of land be dedicated as environmental reserve or environmental reserve easement to establish a buffer and to provide public access. The width of the required dedication **shall** be established by the Subdivision Authority and **shall** not be less than 6 metres, in accordance with the provisions of the *Municipal Government Act*.
- Policy 69: Brazeau County **shall** require as part of a subdivision application the dedication of lands within the subdivision area be subdivided as environmental reserve, in accordance with the provisions of the *Municipal Government Act*.
- Policy 70: Brazeau County **shall** protect and retain significant tree stands in public spaces that are owned and controlled by Brazeau County wherever possible. Brazeau County **shall** consider the conservation of significant tree stands on privately owned land when reviewing land use and development applications.
- Policy 71: Brazeau County may require the preparation of an Environmental Impact Assessment for any proposed development that may have a negative impact on the natural environment. The Environmental Impact Assessment **shall** be prepared by a qualified professional and **shall** include the following:
- A description of the proposed development, including potential land uses, densities and staging requirements;
  - A description of the natural environment that would be affected;
  - Predictions of potential effects (both positive and negative) that the proposed development may have on the natural environment;
  - Indications of the limitations of the study, criteria used in predicting effects and interests consulted;
  - Recommendations to mitigate any negative effects identified; and

- A framework of results and recommendations that can assist Brazeau County in making decisions affecting the future growth and development of the subject area.

- Policy 72: Brazeau County may require the submission of an Environmental Site Assessment, prepared by a qualified professional, in support of a Land Use Bylaw amendment, area structure plan, or subdivision applications. In determining whether an Environmental Site Assessment is required, the Development Authority **shall** consider:
- The nature of the proposed land use(s);
  - The current and historical use of the subject area and its surrounding lands; and
  - Information from other sources that may suggest the subject area may contain environmental contaminants.
- Policy 73: Brazeau County **shall** require evidence from a qualified professional that appropriate restoration and remediation measures have been carried out on a property containing environmental contaminants prior to issuing a development permit for the subject area.
- Policy 74: Brazeau County **shall** require management and reclamation plans for natural resource extraction operations that operate on privately owned land.
- Policy 75: Brazeau County **shall** encourage the practice of water conservation for all existing and planned developments.
- Policy 76: Brazeau County may consider the transfer of title of environmentally sensitive areas to non-profit societies and organizations that can effectively preserve and manage these lands in the long term.
- Policy 77: Brazeau County **shall** have regard for the integrity of culturally significant landscapes and views when considering land use and development applications.

**Objective 17: Provide safe and responsible recreation opportunities in natural areas**

- Policy 78: Brazeau County **shall** require that lands dedicated as environmental reserve remain in their natural state except where parks and active transportation trails are developed to provide regional trail systems and park sites. Parks and active transportation trails within environmental reserve areas or environmental reserve easement areas **shall** be developed to minimize their impact on natural environmental features, and to reduce potential hazards for park and/or trail users.

## Information Items

### 9.0 Information Items

Pages 70-94

9.1.	Letters from FCM Partners for Climate Protection (PCP) for Achievement of Milestone 2 and Milestone 3	71-72
9.2.	Brazeau Foundation Meeting Minutes – May 18, 2021	74-77
9.3.	Drayton Valley Municipal Library Meeting Minutes – May 20, 2021, and Stats – May 2021	78-82
9.4.	Drayton Valley Recreation Committee Meeting Minutes – May 27, 2021	83-85
9.5.	STAR Catholic School Board Meeting Highlights – June 2021	86
9.6.	Drayton Valley RCMP Stats – May 2021	87-94

### **MOTION:**

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



FEDERATION  
OF CANADIAN  
MUNICIPALITIES

FÉDÉRATION  
CANADIENNE DES  
MUNICIPALITÉS



**FEDERATION OF  
CANADIAN  
MUNICIPALITIES**

**PRESIDENT**

GARTH FRIZZELL  
COUNCILLOR  
CITY OF PRINCE GEORGE  
(BC)

**CHIEF EXECUTIVE  
OFFICER**

CAROLE SAAB  
OTTAWA (ON)

**MAILING ADDRESS**

24 CLARENCE STREET,  
OTTAWA, ONTARIO  
K1N 5P3  
T. 613-241-5221  
F. 613-241-7440  
fcm.ca

**ICLEI—LOCAL  
GOVERNMENTS  
FOR SUSTAINABILITY**

**PRESIDENT**

ASHOK SRIDHARAN  
MAYOR  
BONN, GERMANY

**EXECUTIVE DIRECTOR,  
CANADA OFFICE**

MEGAN MEANEY  
TORONTO (ON)

**CANADA OFFICE**

204-401 RICHMOND  
STREET W.  
TORONTO, ONTARIO  
M5V 3A8  
T. 647-728-4308  
icleicanada.org

2021-02-22

Town of Drayton Valley

PO Box 6837

5120-52 Street

Drayton Valley, Alberta

T7A 1A1

Mr. / M. Michael Doerksen and Members of Council:

On behalf of the FCM-ICLEI Partners for Climate Protection (PCP) program, we wish to congratulate the Town of Drayton Valley for achieving Milestone 2 for corporate and community greenhouse gas (GHG) emissions. Achievement of this milestone signals that your local government has set GHG reduction targets. The Town of Drayton Valley has shown bold leadership in addressing these important issues, and we are pleased to share your achievement on the PCP website at [fcm.ca/pcp](https://fcm.ca/pcp). If you have requested a customized PCP Milestone Trophy for your municipality, you will receive the puzzle pieces symbolizing the milestones your local government has achieved by mail in the next few months.

We look forward to working with you in the implementation of actions, as well as the monitoring of progress and reporting on results for both corporate and community GHG emissions, which form the remaining milestones in the PCP framework. Your efforts, along with those of a growing number of PCP participants, are making a significant contribution to reducing Canada's GHG emissions.

Cost-effective, community-based projects offer significant opportunities for taking action on climate change. In 2018, PCP member municipalities voluntarily reported over 160 projects to reduce GHG emissions, representing over 720,000 tonnes in annual GHG reductions. Along with reducing the impacts of climate change, municipalities saw other community benefits and savings, including \$2.88 million in annual cost savings generated by reducing emissions from streetlights, municipally-owned vehicles and buildings.

PCP members benefit from one-on-one support from the PCP Secretariat and a team of regional climate advisors located across Canada. Visit the program's online networking platform at [pcphub.fcm.ca](https://pcphub.fcm.ca) to connect with FCM and ICLEI staff and the climate advisor in your region and receive support to achieve your next milestone.



Should you have any questions about PCP, our program officer can be reached by telephone at (613) 907-6392 or by e-mail at [pcp@fcm.ca](mailto:pcp@fcm.ca).

Yours sincerely,

A handwritten signature in black ink, reading 'Garth Frizzell'. The signature is written in a cursive, flowing style.

---

Garth Frizzell  
Councillor, City of Prince George  
President, Federation of Canadian  
Municipalities

A handwritten signature in black ink, reading 'T.M. Franklin Cownie'. The signature is written in a cursive, flowing style.

---

Frank Cownie  
Mayor, Des Moines, USA  
President, ICLEI—Local Governments for  
Sustainability

cc. Aishah Mohd-Isa, Energy Program Coordinator



## Drayton Valley PCP Milestone 2 and Milestone 3 Puzzle Pieces





**Brazeau Foundation**  
*Managing Housing Solutions*

5208 47 Avenue,  
Drayton Valley, Alberta, T7A 1N7  
Phone: (780) 542-2712 Fax: (780) 542 2765  
E-mail: bsf@telusplanet.net

MEETING OF THE BOARD OF DIRECTORS  
Shangri-La Lodge, Drayton Valley  
May 18, 2021  
1:00 PM



**ATTENDANCE:**

**Directors Present:**

Tom McGee- Chairperson  
Jeannette Vatter  
Janet Young- Vice-Chairperson

Town of Drayton Valley  
Member at Large – Drayton Valley  
Village of Breton

**Directors Absent:**

Marc Gressler  
Cody Brooks

Brazeau County  
Member at Large – Brazeau County

**Administration Present:**

Denise Chesterman  
Laura Delesalle  
Danielle Gossell

Chief Administrative Officer  
Finance Manager  
Administrative Assistant

---

**1.0 CALL TO ORDER**

T. McGee called the meeting to order at 1:08 PM.

**2.0 AGENDA**

**2.1 APPROVAL OF AGENDA**

**Resolution #21-05-44: Moved by J. Young** to approve the agenda with additions.

**Motion ...Carried Unanimously**

**6.1.3 Union Negotiations**

**3.0 APPROVAL OF MINUTES**

**3.1 MINUTES FROM THE March 12, 2021 REGULAR BOARD MEETING**

**Resolution #21-05-45: Moved by J. Vatter** to approve the minutes of the March 12, 2021 Board Meeting as presented.

**Motion ...Carried Unanimously**

*de*  
*Thomas*

### **3.2 BUSINESS RISING OUT OF THE MINUTES**

## **4.0 FINANCIAL**

### **4.1 FINANCIAL REPORTS – Foundation**

#### **4.1.1 Foundation Disbursements for March & April 2021**

**Resolution #21-05-46:** Moved by J. Young to accept the Payable Disbursements as information.

**Motion ...Carried Unanimously**

#### **4.1.2 Visa Payable for March & April 2021**

**Resolution #21-05-47:** Moved by J. Vatter to accept the Visa Payable as information.

**Motion ...Carried Unanimously**

#### **4.1.3 Foundation Balance Sheet as of March 31, 2021**

**Resolution #21-05-48:** Moved by J. Young to accept the Foundation Balance Sheet as information.

**Motion ...Carried Unanimously**

#### **4.1.4 Financial Statements to January 31, 2021**

##### **4.1.4.1 Central Services / Lodge**

##### **4.1.4.2 Provincial Housing Units**

**Resolution #21-05-49:** Moved by J. Young to accept the Financial Statements as information.

**Motion ...Carried Unanimously**

**Resolution #21-05-50:** Moved by J. Vatter to move \$100,000 to Lodge Capital Reserve from Annual Surplus.

**Motion ...Carried Unanimously**

### **4.2 BOARD MEMBER EXPENSE**

#### **4.2.1 Board Member Expenses for March & April 2021**

**Resolution #21-05-51:** Moved by J. Vatter to approve the Board Member Expenses of \$1180.71 for March & \$300.00 for April.

**Motion ...Carried Unanimously**

**5.0 OLD BUSINESS**

**5.1 Parking Lot**

**Resolution #21-05-52: Moved by J. Vatter** to accept the approved quote from JMAA on the parking lot expansion.

**Motion ...Carried Unanimously**

**6.0 REPORTS**

**6.1 OPERATION'S REPORT**

**6.1.1 CAO's Report**

**6.1.2 Vacancy Report**

**Resolution #21-05-53: Moved by J. Young** to accept underaged applicant to reside in Wishing Well.

**Motion ...Carried Unanimously**

**6.1.3 Union Negotiation**

**Resolution #21-05-54: Moved by J. Young** to accept the vacancy report as information.

**Motion ...Carried Unanimously**

**6.1.4 In-Private Session (Personnel/Legal)**

**Resolution #21-05-55: Moved by J. Young** to go in-private to discuss Legal matters FOIP Section 27 at 2:28 PM.

**Motion ...Carried Unanimously**

Laura and Danielle left the meeting at 2:34 PM

**Resolution #21-05-56: Moved by J. Vatter** to come out of in-private at 3:45 PM.

**Motion ...Carried Unanimously**

**6.2 Policy- None at this time**

**7.0 CORRESPONDENCE**

**7.1 From: Metrix Group LLP- RE Audit Proposal (February 17, 2021)**

**7.2 From: Carlson Roberts Seely LLP- RE Audit Proposal (March 1, 2021)**

**7.3 To: Village of Breton, Brazeau County, Town of Drayton Valley, Carlson Roberts Seely, MLA for Drayton Valley - Calmar RE: Board of Directors Meeting Minutes (May 26, 2021)**

**7.4 From: Alberta Seniors and Housing RE: 2021 Rent Assistance Benefit (RAB) and Program Update (April 14, 2021)**

**7.5 From: Alberta Seniors and Housing RE: 2020 Carry Over (April 9, 2021)**

**Resolution #21-05-57: Moved by J. Young to accept correspondence as information.**

**Motion ...Carried Unanimously**

## **8.0 NEW BUSINESS**

### **8.1 Auditor Selection**

**Resolution #21-05-58: Moved by J. Young to accept Carlson Roberts Seely 5-year Audit Tender.**

**Motion ...Carried Unanimously**

## **9.0 FUTURE MEETING DATES**

**9.1 Next BSF Board MEETING –June 14, 2021 at the Shangri-La Lodge @ 1:00 PM.**

## **10.0 ADJOURNMENT**

**Resolution #21-05-59: Moved by T. McGee to adjourn the meeting at 3:50 PM.**

**Motion ...Carried Unanimously**

---

APPROVED AT THE June 14, 2021 MEETING OF THE BOARD

  
Chief Administrative Officer

  
Board Chair

## TOWN of DRAYTON VALLEY LIBRARY BOARD MEETING MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held  
May 20, 2021, Civic Centre Meeting Room

**PRESENT** Lyndara Cowper-Smith (Chair), Donna Gawalko (Vice Chair), Pat Adamson (Treasurer), Rosemarie Mayan, Susan Schwindt, Karen Hickerty, Sandra Blades, Sara Wheale (BC Council), Bill Ballas (Town Council),

**Administration:** Doug Whistance-Smith (Director), Darlene Edwards (Manager)

**ABSENT** Colleen Schoeninger

**GUESTS** None

### CALL TO ORDER

*Lyndara Cowper-Smith* called the meeting to order at **1:15 pm**.

**Quorum Declared.**

### ADOPTION OF AGENDA

Additions/ Deletions/ Amendments: None

**MOTION 2021-055** *Donna Gawalko* moved to approve the agenda as presented. **CARRIED**

### ADOPTION OF MINUTES

Additions/ Deletions/ Amendments: None

**MOTION 2021-056** *Rosemarie Mayan* moved to adopt the **April 22** minutes as presented. **CARRIED**

### OLD BUSINESS

#### Legal Matter

**MOTION 2021-057** *Pat Adamson* moved to go in-camera at **1:18 pm**. **CARRIED**

**MOTION 2021-058** *Donna Gawalko* moved to exit in-camera at **1:54 pm**. **CARRIED**

**MOTION 2021-059** *Rosemarie Mayan* moved to instruct the Board's legal representative to proceed with the 'dispute note' as worded in response. **CARRIED**

#### YRL's D&O Insurance

The Director provided an update on Directors & Officers Insurance coverage. YRL has \$1M coverage at a premium rate of \$715/ year. The Library Board's D&O coverage was re-engaged on April 29 at a premium rate of \$605 for 2021.

#### Policy Manual Inserts

Policy manual documents approved at the April 22 meeting were included in folders for insert into trustee manuals.

### NEW BUSINESS

#### Policies & Procedures Manual Section 5 – Finance

The Board was presented with 23 policies and five procedures representing most of the finance section of the manual. Policies included: 5.1 / 5.1.1 / 5.1.1.1 / 5.1.2 / 5.1.2.1 / 5.1.2.2 / 5.1.3 / 5.1.3.1 / 5.1.3.2 (# procedure) / 5.1.3.3 (# procedure) / 5.1.3.4 / 5.1.4 / 5.1.4.1 / 5.1.4.2 / 5.1.4.3 / 5.1.4.4 / 5.1.4.5 (# procedure) / 5.1.4.6 (# procedure) / 5.1.5 / 5.1.5.1 / 5.1.5.2 (# procedure) / 5.1.5.3 / and 5.1.6.



Five of the policies are required by the *Libraries Act, section 7* including 5.1.1 Financial Responsibility & Accountability / 5.1.1.1 Signing Authority / 5.1.4 Operating Expense Management / 5.1.3.4 Donations & Issuing CRA Receipts / 5.1.4.5 Expense & Travel Reimbursements.

*Discussion* – Edit wording in policies 5.1.2 and 5.1.2.2 to indicate the “usual” distribution of municipal appropriation.

**MOTION 2021-060** **Susan Schwindt** moved to approve policies 5.1 / 5.1.1 / 5.1.1.1 / 5.1.2.1 / 5.1.3 / 5.1.3.1 / 5.1.3.2 (# procedure) / 5.1.3.3 (# procedure) / 5.1.3.4 / 5.1.4 / 5.1.4.1 / 5.1.4.2 / 5.1.4.3 / 5.1.4.4 / 5.1.4.5 (# procedure) / 5.1.4.6 (# procedure) / 5.1.5 / 5.1.5.1 / 5.1.5.2 (# procedure) / 5.1.5.3 / and 5.1.6 as presented and to approve policies 5.1.2 and 5.1.2.2 as amended.

**CARRIED**

### **Ricoh Lease Buy-Out**

The Director informed the Board that the copier from Rotary has remained unplugged and unused since it was relocated to the Municipal Library in late December 2020. Lease and service charges are still being applied to this device. The Ricoh service representative has been unsuccessful in finding a business to take over the lease and the Director has advertised the equipment on library and Interagency listservs without success. The Director recommends the lease for one of the three Ricoh units be paid out, recommending the small desk top unit as the least expensive option.

*Discussion*

*Action Item: The Director will provide Susan Schwindt with information on the small desk top copier for a potential local option. Should this option fall through, Bill Ballas suggested selling the copier on-line.*

*Further discussion is tabled to the June Board Meeting.*

### **FINANCIAL**

**Current account balance** as of May 19, 2021 = **\$230,797**: includes Op. Chequing (\$47,068), Op. Saving (\$134,694) and Op. Reserve (\$42,847), Cap. Reserve (\$6,187).

**Grants:** The *Provincial Operating Grant* was received in May and is not on April report.

The *CSJ Grant* was approved for Summer Reading Club. Grant is paid at the end of SRC.

The *FCSS Grant* was approved but the volume was not confirmed.

**April Financial Report** was reviewed. The Board has the option of seeing the report showing percentage (%) rather than dollars (\$) remaining.

**MOTION 2021-061** **Pat Adamson** moved to accept the financial report as information and to use the percentage format moving forward.

**Karen Hickerty** seconded the motion.

**CARRIED**

### **REPORTS**

**Manager's Report:** Darlene Edwards reported that staffing has been an issue with the recent round of restrictions. Some activities have been postponed to the fall.

**Director's Report:** Doug Whistance-Smith presented the Bylaw and Plan of Service to both councils. The Board reviewed April statistics; circulations are up despite closure. Seven boxes of booksale items have been delivered to Elevated Experience campground for their Little Library boxes, and two shelf units are in the Civic Centre foyer for 'give-away' to keep people engaged with reading. COVID fatigue is affecting staff.

### **Committee Reports:**

Thank you letters for funding support were sent to municipal and provincial governments.

*Discussion* on Town Council's recent decision to suspend discussion on a new facility till after the fall municipal election.

**Action Item:** The Board Chair will draft a letter to the editor of Free Press outlining the Library's position on the need for a new facility.

**Trustee Reports:**

Pat Adamson has been appointed by Town Council as their representative to TRL Board effective until October 31, 2021.

Lyn thanked the Board for the support during recovery from surgery.

**MOTION 2021-062** *Sara Wheale* moved to accept reports as information.

**CARRIED**

**CORRESPONDENCES**

**Outgoing Items**

- POS transmission: Apr 24 - sent to PLSB, MLA Mark Smith, YRL, Free Press (Apr 27 interview), County (May 4 presentation), Town (May 12 presentation).
- Bylaw transmission: April 29 - sent to CRA Charities Directorate, PLSB, YRL, County (May 4 presentation),

**Incoming Information Items**

- Apr 26: TODV - Council resolution #062/21 accepting Library Board Bylaws.
- Apr 28: Bass family - Thank you / encouragement email.
- May 5: CRA – amended 2019 payroll report with amended T4s attached.
- May 7: PLSB – Provincial Operating grant for Town per-capita has been paid by direct deposit (PLSB Operating Grant for County per-capita is comes through YRL).
- May 12: Town Council appointment of Pat Adamson to YRL Board. (cc YRL & Pat).

**Action / Decision Items**

- May 13: Andrew Skeith re legal matter.

**MOTION 2021-063** *Susan Schwindt* moved to accept correspondence items.

**CARRIED**

**NEXT MEETING:** Thursday, June 17, 2021 @ 1:15 pm

**MOTION 2021-064** *Donna Gawalko* moved to adjourn meeting at 3:58pm. **CARRIED**

---

Board Chair

---

Library Director

Adopted on the \_\_\_\_ day of \_\_\_\_\_, 2021



# Drayton Valley Libraries Monthly Stats – May 2021 [Page 81 of 94](#)

**NOTE: Our Library was closed to the public for the for the entire month of May except by one-on-one appointment for special service assistance (public computer access, exams, resume help).**

## Patrons

ME Library users	1
Patron e-Registrations	13 new (+ 29 renewed)
Patron Records Deleted	4
<b>TOTAL Patrons</b> (includes active & inactive patron records)	<b>2927</b>
<b>Where They Live:</b> DV Town: <b>1747</b> + Brazeau: <b>1042</b> /1294 ( <b>224</b> registered @ Breton) + Other: <b>138</b>	
DV Town Pop <sup>n</sup> = <b>7235</b> Brazeau County Pop <sup>n</sup> = <b>7771</b> ( <b>6295</b> adjusted*) TOTAL Pop <sup>n</sup> = <b>13530*</b>	
DV Library Users/ Pop <sup>n</sup> = <b>24.1% Town</b> DV Library Users/ Pop <sup>n</sup> = <b>16.6%* BC</b> TOTAL/ Pop <sup>n</sup> <b>21.6%</b>	

<b>Collections</b>	<b>28915 items</b>
Items Added	130
Items Deleted	0
Items Withdrawn	35

## Services (Special one-on-one Appointments)

Curbside Pick-ups	342
Employment/ email set-up	3
Exams	3
Public Computer Use:	10 Sessions / 308 Min 10 Sessions / 5 Hrs

**Outreach Services (Seniors Deliveries)** 1 scheduled visit 13 individuals served / 1 CELA 40 CNIB Items borrowed

## Circulations

Check-Outs (incl 40 CELA item circs)	3101
# Patrons (incl 1 CELA patron)	314
Check-Ins	2252
Overdue CKIs	168

## ILL & Holds

Staff Generated Holds	288
Holds Satisfied	1053
Holds Cancelled	109
ILL-Items Borrowed (from other libraries)	2105
ILL - Items Lent (to other libraries)	1289

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

Log-ins	735
Item Renewals	416
Patron Generated Holds	846
Patron Cancelled Holds	13

<b>Public Access - Potential Hrs</b> (Hours: M & F 10am-5pm / T-Th 9am-8pm / S 12pm-4pm)	215 hrs
<b>Closures: Victoria Day Stat &amp; Holiday</b> / Pandemic libraries closed under Minister orders	(-11/ -204 hrs)
<b>Actual Open Hours</b>	0 hrs

## Wi-Fi Usage:

Wi-Fi Sessions (patrons/staff)	275/370	645
Wi-Fi Max. Same-time Users		13 same-time users
Unique Devices		104 unique devices
Total Data		162.48 GB

## eResources

CloudLibrary		38
Hoopla Circs	(Average Value \$312)	187
OverDrive Circs	(now includes RB Digital stats)	786 eBook Check-outs
Press Reader (YRL-system circs)		(9396)
<b>Website</b>	Users: <b>313</b>	Sessions: <b>605</b> Page Views: <b>1691</b>

**May 2021 Programs & Activities**

	Posts	Followers	Reached	Impressions	Engagements	Video View Time
Facebook	97	937	6211	13954	632	2.82 hrs
Instagram	30	245	104	988	70	NA
Twitter	43	683	NA	3687	30	NA
YouTube	16	29	103	2073	NA	4.3 hrs

**Children Programs**

		Sessions	Participants	Views	
Crafty Kids (Mon)	YouTube	4	NA	6	
Story-On-Request (Wed)	YouTube	6	NA	11	
		<b>10 sessions</b>	<b>NA</b>	<b>+</b>	<b>17 = 17</b>

**Youth Programs**

		Sessions	Participants	Views	
Mini BOB	YouTube	1	NA	9	
Youthink Book Clubs (T/W)	Zoom	8	33 virtual	NA	
Creative STEAM (Fri)	Zoom	4	16 virtual	NA	
		<b>13 sessions</b>	<b>49</b>	<b>+</b>	<b>9 = 115</b>

**Adult & Sr. Programs**

		Sessions	Participants	Views	
Art Innovations	Zoom / YouTube	1	2 virtual	2	
Non-Fiction Book Club	In-Person Outdoors	1	2 in-person	NA	
Summer Art Journey	YouTube	1	NA	3	
		<b>3 sessions</b>	<b>4</b>	<b>+</b>	<b>5 = 9</b>

**Family & Multigenerational Programs**

		Sessions	Participants	Views	
Intro to Coding for Everyone	Facebook	5	NA	37	
Digital Breakout Club	Online	1	136 club members	NA	
Homework Help (T/Th)	Facebook	4	NA	15	
Mental Health Week	Facebook	5	NA	31	
Family Movie Kit	Take Home	1	32 kits went out	NA	
Mental Health Kits	Take Home	1	45 kits went out	NA	
		<b>17 sessions</b>	<b>213</b>	<b>+</b>	<b>83 = 296</b>

**Library Awareness & Networking**

Interagency 1 Zoom session with 13 attendees + 8 YouTube views after meeting = 21

Monthly Newsletter 100+ printed

Monthly Programs e-Newsletter 88 distributed via listserv subscription (44 opened)

Monthly Newspaper Ad 1 (DV Free Press newsletter summary)

Newspaper Articles 1 (Western Review re POS)

**DV Free Press: Four publication dates in May**

Email distribution [12,782 total emails (~3195 emails/ week)]  
10,808 opened monthly (out of 12,782 email list) = 85%

Print distribution 4070 monthly paper copy distributions (~1015/ week)

Total email & print copies viewed 14878

Website & Facebook 5,335 web-views / 1,594 FB followers / 1,547 FB likes

**Regular Meeting of the  
Drayton Valley Recreation Committee**  
held on Thursday, May 27, 2021 at 1:00pm  
in Boardroom One and via Microsoft Teams



**MINUTES**

**PRESENT:** Annette Driessen, Acting Chief Administrative Officer  
Bill Ballas, Councillor  
Fayrell Wheeler, Councillor  
Cora Appleby, Administrative Assistant  
Greg Mulligan, Drayton Valley Minor Hockey Association President  
Karen Durocher, Drayton Valley Minor Hockey Association Vice President  
Grayson Weir, Drayton Valley Minor Hockey Association Ice Scheduler

**1.0 CALL TO ORDER**

The meeting was called to order at 1:00pm.

**2.0 INTRODUCTIONS**

Fayrell Wheeler welcomed Greg Mulligan, Karen Durocher, and Grayson Weir from the Drayton Valley Minor Hockey Association to the Meeting.

**3.0 ADOPTION OF AGENDA**

**3.1 Additions or Deletions**

The following addition was made to the agenda:  
5.5 Drayton Valley RV Park

**3.2 Approval**

**MOTION BY Councillor Ballas to approve the May 27<sup>th</sup> Meeting Agenda as presented.**

**CARRIED**

**4.0 APPROVAL OF THE APRIL 22, 2021 MEETING MINUTES**

**MOTION BY Councillor Ballas to approve the April 22<sup>nd</sup> Meeting Agenda as presented.**

**CARRIED**

**5.0 BUSINESS ARISING**

**5.1 Delegation: Drayton Valley Minor Hockey Association**

- **Greg Mulligan, President**
- **Grayson Weir, Ice Scheduler**
- **Karen Durocher, Vice President**

Greg Mulligan reported that last year was hard for the association. They had 262 association members last year and is hopeful this number will stay the same or increase slightly. A discussion took place as to whether or not there will be an

increase in facility user fees this year, if so when can we expect it to happen. Drayton Valley Minor Hockey is required to have its registration fees set prior to August to calculate the proper registration costs that are needed per registrant. The Association reported that there were 159 County registrants and 94 Town registrants in the 2020 season.

Annette Driessen inquired if Hockey Alberta has made any changes that could affect this Hockey Season. Greg Mulligan reported that there are no expected changes to come from Hockey Alberta for this year. Bill Ballas inquired if Minor Hockey could house a Double A team in the community. Greg Mulligan reported that they have had a Double A team in the past, but there were only approximately 4 to 5 local children that would qualify to play at that Caliber. Greg Mulligan reported that Leduc and Fort Saskatchewan are no longer part of this league, so the local teams are going to have to travel further for games this season. Grayson Weir reported that registration is expected to be the same as last year, pending on the fees.

Grayson Weir reported that Minor Hockey does not utilize the ice until closer to September, but a lot of camps take place in the month of August which are hosted by other people/residents.

Grayson Weir reported that the ice in Omni 1 is softer than Omni 2, as it is warmer in the Omni 1. Bill Ballas inquired if there have been any issues with the level of service the Association has received at the facility. Grayson Weir reported that Minor Hockey has been very happy with the level of service they have received. Grayson Weir reported that they will be hosting 3 tournaments this season and if there is a Team that looks good for Provincials, they will then put a bid in to host them. Greg Mulligan reported that the Association does not turn any registrants away, they work with individuals who may need some help financially by helping them apply for the Canadian Tire Jumpstart Program and if they need additional help, local companies have stepped up to help the families.

## **5.2 Rodeo Grounds Lease Agreement w. DV Lions Club - Discussion**

The Committee discussed the current Rodeo Grounds Lease Agreement with the Drayton Valley Lions Club and how much usage the grounds are getting every year. This matter will be discussed at an upcoming Governance and Priorities Meeting.

## **5.3 Omniplex Fee Schedule**

The Committee reviewed the Operating Costs for the Omniplex. Annette Driessen presented the breakdown of the costs per hour into two categories, ice usage and non-ice time usage. Derek Starnes will contact other AJHL organizations from surrounding areas to compare costs for AJHL teams.

The Committee discussed implementing a Recreation Rebate system for Town Residents who are utilizing the Town Recreational Facilities that were included in the past Recreation Cost Sharing Agreement with the Town and County.

The Committee discussed offering more training camps as a possible revenue generator.

Annette Driessen updated the Committee on the possibility of hosting a Mixed Martial Arts Cage Tournament in the Omniplex and reported that Brad Kelly is going to send in an application to host one.

**5.4 Drayton Valley Thunder Agreement**

Annette Driessen discussed the previous two-year agreement that was made with the Drayton Valley Thunder. The Committee compared the rates prior to 2018 to what the current rates are. The Committee discussed the lease agreements that were made with Thunder regarding the Concession and Pro-Shop spaces. Administration was directed to prepare the new Thunder Agreement with the regular rates and to separate the Total Works Contract, Concession and Pro-Shop Agreements.

**5.5 Drayton Valley RV Park**

Annette Driessen reported that Elevated Experience Camping is the new RV Park Management body. The Committee discussed the possibility of offering Seasonal booking rates, as there have been requests made. Annette Driessen reported that Elevated Experience Camping has acquired a grant to build a playground structure at the RV Park and is working with Administration on an approved structure.

**6.0 NEW BUSINESS**

The Committee discussed the current usage of the Boxing Club space.

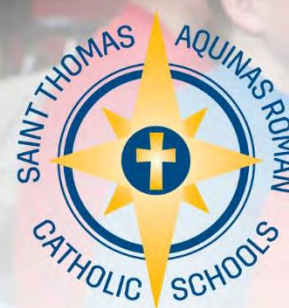
**7.0 NEXT MEETING DATE**

The next meeting will take place on June 17<sup>th</sup> at 1:00pm. The remaining Ice User Groups will be invited to attend as a delegation.

**8.0 ADJOURNMENT**

**MOTION BY Councillor Ballas to adjourn the meeting at 2:49pm.**

**CARRIED**



# Souls Seeking Christ

ON A JOURNEY OF FAITH, LEARNING AND LOVE

## Board Meeting Highlights – June 2021

### DATES TO REMEMBER

#### Next Board Meeting

**Wednesday,  
August 25, 2021,  
10:30 a.m.**

STAR Central Office  
4906 50 Ave., Leduc, AB  
*The public is welcome to stream all Board meetings.*

### Board of Trustees

#### Michelle Lamer

Chair  
Leduc

#### Henry Effon

Vice Chair  
Wetaskiwin

#### Liz Taylor-Sirois

Beaumont

#### Dan Svitch

Ponoka

#### Donna Tugwood

Lacombe

#### Vacant

Drayton Valley

#### Vacant

Leduc

### August to October Meeting Dates

The Board approved the proposed meeting/event dates as presented. Additional dates will be approved after the upcoming municipal election.

### Education Plan & AERR

The Board approved the 2021-2022 Education Plan & AERR Planning Timelines and Processes as presented.

### Locally Developed Courses

The Board authorized an extension to and resources required to teach the Locally Developed Courses as presented. These courses include Mental Health Literacy, Film and Media Art, and Forensic Studies.

### 2021-2022 Budget

The Board approved the budget for the 2021-2022 school year as presented.

### ASCA Membership Fees

The Board moved to provide membership fees to the ASCA for all Division school councils for the 2021-2022 school year.

### Third Quarter Financial Report

The Board heard a financial report for the third quarter of 2020-2021.

### Draft Work Plan

The Board reviewed a draft of its Annual Work Plan for the 2021-2022 school year.

### Reflection Day and Learning Day

The Board heard an update on the Division's proposed plans for next year's Reflection Day and Learning Day events, which will take place in-person due to the Province's lifting of health restrictions on July 1.

For more information visit: [www.starcatholic.ab.ca](http://www.starcatholic.ab.ca), or call 780.986.2500





## Drayton Valley Municipal Crime Gauge

2021 vs. 2020  
January to May

### Criminal Code Offences

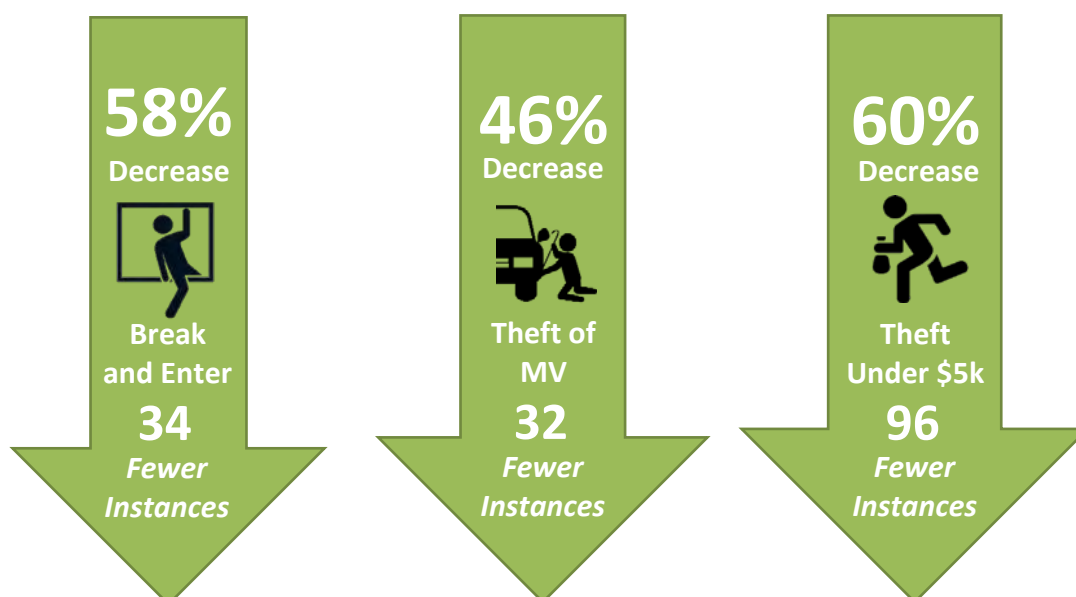


**Total Criminal Code Offences:**

**38% Decrease**

When compared to January to May, 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 May: 2017 - 2021**

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

June-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	3	0	0	0	-100%	N/A	-0.5
Sexual Assaults		10	3	3	6	4	-60%	-33%	-0.9
Other Sexual Offences		4	4	1	2	7	75%	250%	0.4
Assault		36	62	42	37	39	8%	5%	-1.9
Kidnapping/Hostage/Abduction		3	1	2	0	1	-67%	N/A	-0.5
Extortion		0	1	0	1	1	N/A	0%	0.2
Criminal Harassment		7	9	9	7	13	86%	86%	1.0
Uttering Threats		11	19	21	20	14	27%	-30%	0.7
<b>TOTAL PERSONS</b>		<b>72</b>	<b>103</b>	<b>78</b>	<b>73</b>	<b>79</b>	<b>10%</b>	<b>8%</b>	<b>-1.6</b>
Break & Enter		39	89	30	59	25	-36%	-58%	-5.8
Theft of Motor Vehicle		31	48	51	69	37	19%	-46%	3.3
Theft Over \$5,000		4	7	2	7	6	50%	-14%	0.4
Theft Under \$5,000		147	219	158	161	65	-56%	-60%	-22.2
Possn Stn Goods		12	34	36	33	22	83%	-33%	1.9
Fraud		31	35	30	37	28	-10%	-24%	-0.4
Arson		0	2	2	1	3	N/A	200%	0.5
Mischief - Damage To Property		0	0	0	88	58	N/A	-34%	20.4
Mischief - Other		76	94	76	54	27	-64%	-50%	-13.8
<b>TOTAL PROPERTY</b>		<b>340</b>	<b>528</b>	<b>385</b>	<b>509</b>	<b>271</b>	<b>-20%</b>	<b>-47%</b>	<b>-15.7</b>
Offensive Weapons		5	8	6	12	9	80%	-25%	1.2
Disturbing the peace		33	42	31	28	32	-3%	14%	-1.6
Fail to Comply & Breaches		31	74	98	38	20	-35%	-47%	-5.8
<b>OTHER CRIMINAL CODE</b>		<b>19</b>	<b>22</b>	<b>20</b>	<b>13</b>	<b>8</b>	<b>-58%</b>	<b>-38%</b>	<b>-3.1</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>88</b>	<b>146</b>	<b>155</b>	<b>91</b>	<b>69</b>	<b>-22%</b>	<b>-24%</b>	<b>-9.3</b>
<b>TOTAL CRIMINAL CODE</b>		<b>500</b>	<b>777</b>	<b>618</b>	<b>673</b>	<b>419</b>	<b>-16%</b>	<b>-38%</b>	<b>-26.6</b>



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

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

June-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		14	30	16	17	15	7%	-12%	-1.1
Drug Enforcement - Trafficking		7	7	9	12	14	100%	17%	1.9
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>21</b>	<b>37</b>	<b>25</b>	<b>29</b>	<b>29</b>	<b>38%</b>	<b>0%</b>	<b>0.8</b>
Cannabis Enforcement		0	0	1	1	0	N/A	-100%	0.1
Federal - General		2	3	17	3	3	50%	0%	0.2
<b>TOTAL FEDERAL</b>		<b>23</b>	<b>40</b>	<b>43</b>	<b>33</b>	<b>32</b>	<b>39%</b>	<b>-3%</b>	<b>1.1</b>
Liquor Act		8	8	6	7	3	-63%	-57%	-1.1
Cannabis Act		0	0	1	2	3	N/A	50%	0.8
Mental Health Act		24	59	36	64	57	138%	-11%	7.1
Other Provincial Stats		44	57	66	104	109	148%	5%	17.7
<b>Total Provincial Stats</b>		<b>76</b>	<b>124</b>	<b>109</b>	<b>177</b>	<b>172</b>	<b>126%</b>	<b>-3%</b>	<b>24.5</b>
Municipal By-laws Traffic		3	0	0	0	0	-100%	N/A	-0.6
Municipal By-laws		29	39	25	36	29	0%	-19%	-0.3
<b>Total Municipal</b>		<b>32</b>	<b>39</b>	<b>25</b>	<b>36</b>	<b>29</b>	<b>-9%</b>	<b>-19%</b>	<b>-0.9</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		2	6	3	1	2	0%	100%	-0.5
Property Damage MVC (Reportable)		81	82	78	51	43	-47%	-16%	-10.7
Property Damage MVC (Non Reportable)		12	12	6	12	7	-42%	-42%	-1.0
<b>TOTAL MVC</b>		<b>95</b>	<b>100</b>	<b>87</b>	<b>64</b>	<b>52</b>	<b>-45%</b>	<b>-19%</b>	<b>-12.2</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	4	N/A	N/A	0.8
Roadside Suspension - Drugs (Prov)		0	0	0	0	1	N/A	N/A	0.2
<b>Total Provincial Traffic</b>		<b>153</b>	<b>307</b>	<b>404</b>	<b>232</b>	<b>312</b>	<b>104%</b>	<b>34%</b>	<b>24.3</b>
<b>Other Traffic</b>		<b>5</b>	<b>6</b>	<b>14</b>	<b>6</b>	<b>4</b>	<b>-20%</b>	<b>-33%</b>	<b>-0.2</b>
<b>Criminal Code Traffic</b>		<b>28</b>	<b>25</b>	<b>39</b>	<b>37</b>	<b>28</b>	<b>0%</b>	<b>-24%</b>	<b>1.2</b>
<b>Common Police Activities</b>									
False Alarms		84	109	32	33	20	-76%	-39%	-20.4
False/Abandoned 911 Call and 911 Act		33	44	42	49	33	0%	-33%	0.5
Suspicious Person/Vehicle/Property		39	59	86	87	89	128%	2%	12.8
Persons Reported Missing		10	12	11	6	3	-70%	-50%	-2.0
Search Warrants		1	0	0	0	0	-100%	N/A	-0.2
Spousal Abuse - Survey Code (Reported)		65	61	85	70	76	17%	9%	3.1
Form 10 (MHA) (Reported)		0	0	0	3	5	N/A	67%	1.3

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

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

June-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		0	1	0	0	0	N/A	N/A	-0.1
Sexual Assaults		0	1	3	1	1	N/A	0%	0.2
Other Sexual Offences		1	1	0	0	0	-100%	N/A	-0.3
Assault		6	9	5	6	4	-33%	-33%	-0.7
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	2	3	4	1	N/A	-75%	0.4
Uttering Threats		4	6	6	4	0	-100%	-100%	-1.0
<b>TOTAL PERSONS</b>		<b>11</b>	<b>20</b>	<b>17</b>	<b>15</b>	<b>6</b>	<b>-45%</b>	<b>-60%</b>	<b>-1.5</b>
Break & Enter		9	10	8	10	8	-11%	-20%	-0.2
Theft of Motor Vehicle		5	7	17	15	13	160%	-13%	2.4
Theft Over \$5,000		3	1	0	1	2	-33%	100%	-0.2
Theft Under \$5,000		35	66	42	27	12	-66%	-56%	-8.5
Possn Stn Goods		2	5	14	13	10	400%	-23%	2.4
Fraud		9	9	6	4	4	-56%	0%	-1.5
Arson		0	0	1	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	0	11	15	N/A	36%	4.1
Mischief - Other		16	33	14	12	2	-88%	-83%	-4.9
<b>TOTAL PROPERTY</b>		<b>79</b>	<b>131</b>	<b>102</b>	<b>93</b>	<b>66</b>	<b>-16%</b>	<b>-29%</b>	<b>-6.4</b>
Offensive Weapons		2	1	4	5	1	-50%	-80%	0.2
Disturbing the peace		11	11	6	12	8	-27%	-33%	-0.5
Fail to Comply & Breaches		4	21	34	5	2	-50%	-60%	-2.0
<b>OTHER CRIMINAL CODE</b>		<b>4</b>	<b>8</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>-25%</b>	<b>0%</b>	<b>-0.7</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>21</b>	<b>41</b>	<b>47</b>	<b>25</b>	<b>14</b>	<b>-33%</b>	<b>-44%</b>	<b>-3.0</b>
<b>TOTAL CRIMINAL CODE</b>		<b>111</b>	<b>192</b>	<b>166</b>	<b>133</b>	<b>86</b>	<b>-23%</b>	<b>-35%</b>	<b>-10.9</b>

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

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

June-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	9	3	7	1	-80%	-86%	-1.0
Drug Enforcement - Trafficking		0	3	2	4	1	N/A	-75%	0.3
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>5</b>	<b>12</b>	<b>5</b>	<b>11</b>	<b>2</b>	<b>-60%</b>	<b>-82%</b>	<b>-0.7</b>
Cannabis Enforcement		0	0	1	0	0	N/A	N/A	0.0
Federal - General		1	2	7	2	0	-100%	-100%	-0.2
<b>TOTAL FEDERAL</b>		<b>6</b>	<b>14</b>	<b>13</b>	<b>13</b>	<b>2</b>	<b>-67%</b>	<b>-85%</b>	<b>-0.9</b>
Liquor Act		2	0	1	1	0	-100%	-100%	-0.3
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		7	9	13	37	7	0%	-81%	2.8
Other Provincial Stats		12	16	17	31	17	42%	-45%	2.5
<b>Total Provincial Stats</b>		<b>21</b>	<b>25</b>	<b>31</b>	<b>69</b>	<b>24</b>	<b>14%</b>	<b>-65%</b>	<b>5.0</b>
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		13	15	11	15	6	-54%	-60%	-1.4
<b>Total Municipal</b>		<b>13</b>	<b>15</b>	<b>11</b>	<b>15</b>	<b>6</b>	<b>-54%</b>	<b>-60%</b>	<b>-1.4</b>
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	2	2	0	1	0%	N/A	-0.2
Property Damage MVC (Reportable)		13	7	15	5	8	-38%	60%	-1.2
Property Damage MVC (Non Reportable)		2	2	1	2	2	0%	0%	0.0
<b>TOTAL MVC</b>		<b>16</b>	<b>11</b>	<b>18</b>	<b>7</b>	<b>11</b>	<b>-31%</b>	<b>57%</b>	<b>-1.4</b>
Roadside Suspension - Alcohol (Prov)		0	0	0	0	1	N/A	N/A	0.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		<b>31</b>	<b>112</b>	<b>61</b>	<b>49</b>	<b>47</b>	<b>52%</b>	<b>-4%</b>	<b>-3.1</b>
<b>Other Traffic</b>		<b>2</b>	<b>0</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>-0.1</b>
<b>Criminal Code Traffic</b>		<b>5</b>	<b>1</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>40%</b>	<b>17%</b>	<b>0.9</b>
<b>Common Police Activities</b>									
False Alarms		23	20	6	12	5	-78%	-58%	-4.4
False/Abandoned 911 Call and 911 Act		12	12	7	5	8	-33%	60%	-1.5
Suspicious Person/Vehicle/Property		10	15	23	24	18	80%	-25%	2.5
Persons Reported Missing		1	5	3	1	0	-100%	-100%	-0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		8	9	17	16	16	100%	0%	2.3
Form 10 (MHA) (Reported)		0	0	0	2	1	N/A	-50%	0.4

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

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

June-03-21

Category	Trend	2017	2018	2019	2020	2021	FLAG
<b>Theft Motor Vehicle (Total)</b>		31	48	51	69	37	<b>Within Norm</b>
Auto		2	7	2	6	2	Within Norm
Truck		22	28	39	48	24	Within Norm
SUV		3	2	4	6	5	Within Norm
Van		0	1	0	0	0	Within Norm
Motorcycle		0	6	0	0	1	Within Norm
Other		3	4	5	8	4	Within Norm
Take Auto without Consent		1	0	1	1	1	Within Norm
<b>Break and Enter (Total)*</b>		39	89	30	59	25	<b>Within Norm</b>
Business		15	46	7	17	8	Within Norm
Residence		16	24	7	14	8	Within Norm
Cottage or Seasonal Residence		0	0	0	0	0	Within Norm
Other		5	16	8	24	9	Within Norm
<b>Theft Over &amp; Under \$5,000 (Total)</b>		151	226	160	168	71	<b>Within Norm</b>
Theft from a motor vehicle		76	109	64	81	36	Within Norm
Shoplifting		32	25	34	19	6	Within Norm
Mail Theft (includes all Mail offences)		1	7	2	6	1	Within Norm
Theft of bicycle		2	7	6	3	3	Within Norm
Other Theft		40	79	54	60	25	Within Norm

Mischief To Property		76	94	76	142	85	Within Norm
Suspicious Person/ Vehicle/ Property		39	59	86	87	89	Within Norm
Fail to Comply/Breach		31	74	98	38	20	Within Norm
Wellbeing Check		15	26	34	46	43	Within Norm
Mental Health Act		24	59	36	64	57	Within Norm
False Alarms		84	109	32	33	20	Within Norm

Traffic	Trend	2017	2018	2019	2020	2021	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		1	2	6	3	5	Within Norm
Occupant Restraint/Seatbelt Violations*		3	50	56	12	19	Within Norm
Speeding Violations*		20	10	5	6	12	Within Norm
Intersection Related Violations*		7	15	10	9	21	Issue
Other Non-Moving Violation*		19	127	153	92	100	Within Norm
Pursuits**		1	1	5	11	9	Within Norm
Other CC Traffic**		0	0	7	10	3	Within Norm

**Drayton Valley Municipal Detachment - Break and Enters (includes unlawfully in a dwelling place)**

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

June-03-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	4	21	10	14	10	8	15	19	3	9	6	5
Running Total	4	25	35	49	59	67	82	101	104	113	119	124
Quarter	35			32			37			20		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	8	4	3	2	8							
Running Total	8	12	15	17	25							
Quarter	15			TBD			TBD			TBD		
Year over Year % Change	100%	-52%	-57%	-65%	-58%							

**Drayton Valley Municipal Detachment - Theft of Motor Vehicles (includes taking without consent)**

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

June-03-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	16	17	15	6	15	7	7	5	6	4	0	5
Running Total	16	33	48	54	69	76	83	88	94	98	98	103
Quarter	48			28			18			9		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	5	4	7	8	13							
Running Total	5	9	16	24	37							
Quarter	16			TBD			TBD			TBD		
Year over Year % Change	-69%	-73%	-67%	-56%	-46%							

**Drayton Valley Municipal Detachment - Theft Under \$5,000**

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

June-03-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	34	46	30	24	27	21	22	27	16	21	17	13
Running Total	34	80	110	134	161	182	204	231	247	268	285	298
Quarter	110			72			65			51		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	14	8	13	18	12							
Running Total	14	22	35	53	65							
Quarter	35			TBD			TBD			TBD		
Year over Year % Change	-59%	-73%	-68%	-60%	-60%							

**Drayton Valley Municipal Detachment - Theft from Motor Vehicles**

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

June-03-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	21	26	8	13	13	9	9	6	5	7	8	9
Running Total	21	47	55	68	81	90	99	105	110	117	125	134
Quarter	55			35			20			24		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	9	4	8	9	6							
Running Total	9	13	21	30	36							
Quarter	21			TBD			TBD			TBD		
Year over Year % Change	-57%	-72%	-62%	-56%	-56%							