



## Agenda

Call to Order

National Anthem

1.0 Additions to the Agenda

2.0 Adoption of Agenda

3.0 Corrections or Amendments:

- |      |   |       |
|------|---|-------|
| 3.1. | November 24, 2021, Regular Meeting of Council Minutes   | 3-7   |
| 3.2. | November 24, 2021, Public Hearing Meeting Minutes Combative Sports Commission Bylaw 2021/12/C                       | 8-9   |
| 3.3. | November 24, 2021, Public Hearing Meeting Minutes Development Permit DV21-057 – Discretionary Use at 5621 58 Avenue | 10-11 |

4.0 Adoption of:

- |      |   |
|------|---|
| 4.1. | November 24, 2021, Regular Meeting of Council Minutes   |
| 4.2. | November 24, 2021, Public Hearing Meeting Minutes Combative Sports Commission Bylaw 2021/12/C                       |
| 4.3. | November 24, 2021, Public Hearing Meeting Minutes Development Permit DV21-057 – Discretionary Use at 5621 58 Avenue |

5.0 Delegations / Administrative Updates

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| 5.1. | Drayton Valley RCMP Stats – November 2021 – S/Sgt. Erin Matthews | 80-87 |
| 5.2. | David Schenk   | 10    |

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| 6.1. | Opportunity Home Treatment and Recovery Centre – Draft Rezoning Bylaw 2021/10/D Presented for First Reading | 11-46                  |
| 6.2. | 2022 Fee Schedule   | Distributed separately |
| 6.3. | 2022 Interim Operating Budget   | Distributed separately |
| 6.4. | 2022 Capital Budget   | Distributed separately |
| 6.5. | Shelter Pods Program Location   | 47-49                  |
| 6.6. | Shelter Pods Program – 5 Year Operational Cost Guarantee  | 50-53                  |
| 6.7. | Drayton Valley Municipal Library Board Appointment  | 54-55                  |
| 6.8. | Appointment of Yellowhead Regional Library (YRL) Board Member   | 56-57                  |

7.0 Department Reports Pages 58-65

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| 7.2. | Infrastructure and Engineering | Owen Olynyk | 59 |

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8.0	Council Reports		
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	8.2. Councillor Clarke		
	8.3. Councillor Evans		
	8.4. Councillor Sherriffs		
	8.5. Deputy Mayor McGee		
	8.6. Councillor Ballas		
	8.7. Mayor Dodds		
9.0	Information Items		Pages 66-87
	9.1. Drayton Valley Municipal Library Board Meeting Minutes –October 21, 2021 and Stats – October 2021		67-74
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	9.3. FCSS Advisory Board Meeting Minutes – April 15, 2021, and October 8, 2021		76-79
	9.4. Drayton Valley RCMP Stats – November 2021		80-87
10.0	Adjournment		



## Meeting Minutes

### **THOSE PRESENT:**

Mayor Dodds  
Councillor Clarke  
Councillor Evans  
Councillor Gammana  
Deputy Mayor McGee  
Councillor Sherriffs  
Robert Osmond, Interim CAO  
Elvera Thomson, General Manager of Finance  
Ken Woitt, General Manager of Planning and Development  
Owen Olynyk, General Manager of Infrastructure  
Victor Bujor, General Manager of Enterprise and Growth  
Lowani Mubanga, Planning and Development Officer  
Derek Starnes, Recreation and Omniplex Manager  
Tom Thomson, Fire Chief

Annette Driessen, Special Projects Coordinator  
Bree Mastre, Executive Assistant  
Nathan Palovcik, Manager of Information Services  
Sabine Landmark, Administrative Assistant  
Jenn Carter, Economic Development Coordinator  
Alysia Tiffen, Human Resources Professional  
S/Sgt. Erin Matthews, RCMP  
Graham Long, Drayton Valley and District Free Press (Call-In)  
Cathy Weetman, Drayton Valley Western Review (Call-In)  
Mark Cappis, Big West Country (Call-In)  
Members of the Public

### **ABSENT:**

Councillor Ballas

### **CALL TO ORDER**

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

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

There were no additions or deletions to the Agenda.

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

##### **RESOLUTION #219/21**

Councillor Gammana moved to adopt the Agenda for the November 24, 2021, Regular Meeting of Council, as presented.

**CARRIED**

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

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

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

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

##### **4.1. November 3, 2021, Regular Meeting of Council Minutes**

##### **RESOLUTION #220/21**

Deputy Mayor McGee moved to adopt the Minutes of the November 3, 2021, Regular Meeting of Council, as presented.

**CARRIED**

Regular Meeting of Council  
Minutes of November 24, 2021  
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**5.0 Public Hearings**

5.1. Combative Sports Commission Bylaw 2021/12/C

A separate set of minutes was recorded for this item.

5.2. Development Permit DV21-057 – Discretionary Use at 5621 58 Avenue

A separate set of minutes was recorded for this item.

**6.0 Delegations/Administrative Updates**

6.1. Drayton Valley RCMP Stats – October 2021 – S/Sgt. Erin Matthews

S/Sgt. Matthews presented Council with the stats of October 2021.

Deputy Mayor McGee asked about the triage process when the RCMP receives a call connected to mental health distresses. S/Sgt. Matthews noted that while the RCMP members have some training to assist, the PACT team is currently working on attaining improved support. The team is in discussions with K-Division and the Ministry of Health.

6.2. Drayton Valley and District Slow Pitch Society – Keila Zorn

Ms. Zorn presented Council with the request from the Drayton Valley and District Slow Pitch Society that Town Council approve a financial contribution to their CFEP grant application for upgrades to the Brazeau diamonds.

6.3. Pembina Regional Aerodrome Association

Mr. Greiner and Mr. Corey provided Council with an update from the Pembina Regional Aerodrome Association.

*Mayor Dodds called a break at 10:11 a.m.*

*Mayor Dodds reconvened the meeting at 10:26 a.m.*

*Mayor Dodds asked Council to get a motion for an addition.*

**RESOLUTION #221/21**

Councillor Evans made the motion to add the announcement of an appointment of a permanent CAO.

**CARRIED**

**7.0 Decision Items**

7.1. Water Distribution Upgrade Project

**RESOLUTION #222/21**

Councillor Evans moved that Council approve the Water Distribution Upgrade Project using \$475,000 from the Water Capital Reserve, \$852,000 from the MSI fund, and the remaining \$73,000 from Town reserves.

**CARRIED**

**RESOLUTION #223/21**

Councillor Evans moved that Administration apply for funding for this project through the Alberta Municipal Water and Wastewater Program.

**CARRIED**

7.2. DV21-057 Cannabis Processing (Micro) 5621-58 Ave

**RESOLUTION #224/21**

Councillor Clarke moved that Council approve Development Permit DV21-057 with the recommended conditions according to Attachment 6 - Draft DV21-057.

**CARRIED**

7.3. Aquatic Centre Naming Sponsorship Agreement

**RESOLUTION #225/21**

Councillor Gammana moved that Council approve the proposed amendment to the Naming Sponsorship Agreement to reflect a commencement date for the opening date of the Aquatic Centre.

**CARRIED**

7.4. Q3 Finance Report

**RESOLUTION #226/21**

Councillor Sherriffs moved that Council accept the Quarter 3 Finance Report as information.

**CARRIED**

*Mayor Dodds called a break at 11:16 a.m.*

*Mayor Dodds reconvened the meeting at 11:33 a.m.*

7.5. Appointment of a Permanent CAO

**RESOLUTION #227/21**

Councillor Sherriffs moved that Council approve the Employment Agreement between the Town of Drayton Valley and Robert Osmond, effective November 24, 2021.

**CARRIED**

**RESOLUTION #228/21**

Deputy Mayor McGee moved that Council appoint Robert Osmond as the Chief Administrative Officer for the Town of Drayton Valley, pursuant to the Chief Administrative Officer Bylaw 2009/12/A and effective November 24, 2021.

**CARRIED**

*Councillor Evans exited the meeting at 11:39 a.m.*

**8.0 Department Reports**

8.1. Planning and Development

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

8.2. Infrastructure and Engineering

Mr. Olynyk provided an update from the Aspen Waste Management Facility, Water Treatment Plant, and Public Works departments.

Mr. Olynyk answered Council's questions regarding reoccurring vandalism at the new recycling site.

8.3. Community Services and FCSS

Mr. Starnes provided an update from the Early Childhood Development Centre, FCSS, and Community Services departments.

Mr. Starnes answered Council's question regarding usage of the curling rink and programming.

8.4. Enterprise and Growth

Mr. Bujor provided an update from the Enterprise and Growth department.

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Minutes of November 24, 2021  
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**8.5. Protective and Emergency Services**

Fire Chief Thomson presented Council with the stats for September and October 2021. He asked that Council send a letter to the Ministry of Transportation regarding intersection HWY 22 and 50 Street.

**8.6. Corporate Services and Finance**

Mrs. Thomson provided an update from the Finance department.

**8.7. CAO/Administration**

Mr. Osmond noted changes to the department and division reporting. Furthermore, he advised that Administration is finalizing the revised Terms of References for the internal committees and collecting additional information regarding the Combative Sports Commission Bylaw.

**9.0 Council Reports**

**9.1. Councillor Ballas**

- was not present to provide a report

**9.2. Councillor Gammana**

- Council orientation
- Remembrance Day
- AUMA conference
- Strategic planning
- Education open house
- Pembina Physician Recruitment and Retention Committee meeting

**9.3. Councillor Clarke**

- AUMA conference
- Meeting with MLA Mark Smith

**9.4. Councillor Evans**

- was not present to provide a report

**9.5. Councillor Sherriffs**

- AUMA conference
- Eagle Points Blue Rapids Parks Council meeting
- RMA conference

**9.6. Deputy Mayor McGee**

- AUMA conference
- Education open house

**9.7. Mayor Dodds**

- Remembrance Day
- Arm wrestling competition
- AUMA conference
- Strategic planning
- Education open house
- Appointment of permanent CAO at today's Regular Council Meeting

**Regular Meeting of Council  
Minutes of November 24, 2021  
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**10.0 Information Items**

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10.1. EPBR Minutes

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10.2. Drayton Valley/Brazeau County Fire Services Stats – October and September 2021

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10.3. Drayton Valley RCMP Stats – October 2021

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**RESOLUTION #229/21**

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

**CARRIED**

**11.0 Adjournment**

Mayor Dodds adjourned the meeting at 12:28 p.m.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

# MINUTES OF PUBLIC HEARING

November 24, 2021

BYLAW 2021/12/C

## **THOSE PRESENT:**

Mayor Dodds  
Councillor Clarke  
Councillor Evans  
Councillor Gammara  
Deputy Mayor McGee  
Councillor Sherriffs  
Robert Osmond, Interim CAO  
Elvera Thomson, General Manager of Finance  
Ken Woitt, General Manager of Planning and Development  
Owen Olynik, General Manager of Infrastructure  
Victor Bujor, General Manager of Enterprise and Growth  
Lowani Mubanga, Planning and Development Officer  
Derek Starnes, Recreation and Omniplex Manager  
Tom Thomson, Fire Chief

Annette Driessen, Special Projects Coordinator  
Bree Mastre, Executive Assistant  
Nathan Palovcik, Manager of Information Services  
Sabine Landmark, Administrative Assistant  
Jenn Carter, Economic Development Coordinator  
S/Sgt. Erin Matthews, RCMP  
Graham Long, Drayton Valley and District Free Press (Call-In)  
Cathy Weetman, Drayton Valley Western Review (Call-In)  
Mark Capps, Big West Country (Call-In)  
Members of the Public

## **ABSENT:**

Councillor Ballas

## **ITEM**

Combative Sports Commission Bylaw 2021/12/C

## **CALL TO ORDER**

Mayor Dodds declared the Public Hearing open at 9:04 a.m.

## **PURPOSE OF THE PUBLIC HEARING**

To receive comments, concerns, and questions from the public regarding the proposed Combative Sports Commission Bylaw 2021/12/C.

The First Reading was approved on October 6, 2021, therefore, the Combative Sports Commission Bylaw 2021/12/C is hereby being presented to Council for the Second and Third Reading. The approval of the Combative Sports Commission Bylaw 2021/12/C will automatically repeal Bylaw 2003/07/C.

## **BACKGROUND**

In order for organizations or groups to host mixed martial arts events in Drayton Valley, it is necessary for the Town of Drayton Valley to pass a Bylaw allowing these types of events to take place.

The Commission would be responsible to supervise, regulate, govern, and control all bouts and contests held in connection with the regulated sport(s). This includes being responsible for the provision of medical, police, referees, judges, officials, and supervisory personnel as deemed necessary.



Should Bylaw 2021/12/C receive second and third readings, the following steps will be undertaken:

- Council appointing individuals to the Commission;
- The Commission approving a Promoter; and
- The Commission approving a date and location.

Town Administration provided a statement of opinion from the Town's legal counsel and insurance provider. These statements outlined information specific to the liability being placed on the Town and its officers. Additionally, the Town's insurance provider has indicated that a separate insurance policy would be required to provide insurance for the Commission.

**CALL FOR COMMENTS FROM THE FLOOR**

Mr. Brad Kelly shared his comments. He informed Council that he organized a survey and collected approximately 170 supporting signatures.

**CALL FOR COMMENTS OR WRITTEN SUBMISSIONS**

There was no written submission received.

**ADJOURNMENT**

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

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

# MINUTES OF PUBLIC HEARING

November 24, 2021

Development Permit DV21-057

## **THOSE PRESENT:**

Mayor Dodds  
Councillor Clarke  
Councillor Evans  
Councillor Gammana  
Deputy Mayor McGee  
Councillor Sherriffs  
Robert Osmond, Interim CAO  
Elvera Thomson, General Manager of Finance  
Ken Woitt, General Manager of Planning and Development  
Owen Olynyk, General Manager of Infrastructure  
Victor Bujor, General Manager of Enterprise and Growth  
Lowani Mubanga, Planning and Development Officer  
Derek Starnes, Recreation and Omniplex Manager  
Tom Thomson, Fire Chief

Annette Driessen, Special Projects Coordinator  
Bree Mastre, Executive Assistant  
Nathan Palovcik, Manager of Information Services  
Sabine Landmark, Administrative Assistant  
Jenn Carter, Economic Development Coordinator  
S/Sgt. Erin Matthews, RCMP  
Graham Long, Drayton Valley and District Free Press (Call-In)  
Cathy Weetman, Drayton Valley Western Review (Call-In)  
Mark Capps, Big West Country (Call-In)  
Members of the Public

## **ABSENT:**

Councillor Ballas

## **ITEM**

Development Permit DV21-057 – Discretionary Use at 5621 58 Avenue

## **CALL TO ORDER**

Mayor Dodds declared the Public Hearing open at 9:12 a.m.

## **PURPOSE OF THE PUBLIC HEARING**

To receive comments, concerns, and questions from the public regarding the proposed Discretionary Micro Cultivation of Cannabis.

## **BACKGROUND**

The Town of Drayton Valley received a Development Permit application DV21-057 for the Micro Cultivation of Cannabis in two 40'x8' Grow Pods. The Grow Pods will be in an existing building located at 5621 58 Ave. In accordance with the Town of Drayton Valley Land Use Bylaw 2020/12/D, Micro Cultivation of Cannabis is defined as Cannabis Processing (Micro). The subject parcel is located within the C-GEN (Commercial, General District) of the Land Use Bylaw, in which 'Cannabis Processing (Micro)' is listed as Discretionary. Cannabis Processing (Micro) means a use, as licenced by Health Canada where:

- a) Cannabis is grown or harvested, and the surface of the plant canopy does not exceed 200 m<sup>2</sup>, but does not include Cannabis (Retail), or
- b) A maximum of 600 kilograms of dried cannabis product per year is processed, manufactured, packaged, and labelled or stored on-site, but does not include Cannabis (Retail).

A decision to approve or deny this application will be made by Council, depending upon the comments received at this Public Hearing. Notification of the Discretionary Use, requesting comments from the public, and advising them of the Public Hearing, has been provided in accordance with Town of Drayton Valley Bylaw 2018/07/A (Electronic Advertising Bylaw). To facilitate the Public Hearing process, any comments received (written or verbal) will be presented as a package at the time of the Public Hearing.

**CALL FOR COMMENTS FROM THE FLOOR**

Mrs. Fayrell Wheeler expressed the support of the application on behalf of Noble Growth Corp.

**CALL FOR COMMENTS OR WRITTEN SUBMISSIONS**

There was no written submission received.

**ADJOURNMENT**

Mayor Dodds declared the Public Hearing closed at 9:15 a.m.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER



# Town of Drayton Valley

## Delegation Request Form

Name(s): \_\_\_\_\_

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

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

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

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

Council Meeting

Governance & Priorities Committee Meeting

Special Meeting/Presentation

Administration Meeting

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

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

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Additional Information Provided

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

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Please indicate any preference you have for meeting:

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Please submit your request by:

**Fax:** 780.542.5753

**E-mail:**

admin-support@draytonvalley.ca

**In person:** 5120-52 ST

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION

<b>SUBJECT:</b>	Opportunity Home Treatment and Recovery Centre - Draft Rezoning Bylaw 2021/10/D Presented for First Reading
<b>MEETING:</b>	December 22, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Ken Woitt GM of Planning and Development

### 1. PROPOSAL AND BACKGROUND:

Administration received an application from an organization known as Opportunity Home (hereafter referred to as the Applicant) to utilize the parcel at 5219 53 Avenue as a permanent location for an Addictions Treatment and Recovery Centre as well as to provide opportunities for skills training (See Attachment 1 & 2 - Zoning Map and Immediate Context Map). This proposal could go a long way in improving quality of life and helping to reintegrate individuals struggling with addictions and homelessness back into the labour market.

Administration recognizes the several benefits that an addictions centre would bring to the Town. Administration believes this may be the missing link to further support individuals in the community that are battling with addictions and homelessness. This initiative would certainly complement efforts of Family and Community Support Services' (FCSS) fight against homelessness in the Town. At the same time, however, Administration is cognizant that some members of the public may have a negative perception of what this proposal aims to achieve. It is important that the proposal is thoroughly and properly communicated to the public to mitigate misinterpretations of the Applicant's intentions.

The Applicant, Opportunity Home, is an organization whose mission is to support vulnerable individuals in the community, specifically those battling with addictions by providing a safe home, coupled with mental, physiological, and spiritual support as they navigate the road to recovery. The Applicant took inspiration from a similar organization in Kelowna, British Columbia, known as Freedom's Door. Freedom's Door, a not-for-profit organization that has been operating a successful recovery program, inspired the Applicant to replicate this successful model here in the Town of Drayton Valley. It is noted on their website that Freedom's Door has been operational for about 18 years, in which they have acquired 7 housing facilities and transformed 1800 lives. Freedom's Doors' mission is to provide a faith-based recovery program which offers a nurturing and supportive home for men recovering from addictions. The program also offers tools required to prepare individuals for success and an improved quality of life.

The Applicant intends to emulate the success of Freedom's Doors by offering a 90-day faith-based addictions recovery program. The program will provide housing, hot meals, and other complementary support to help achieve the recovery goal. The program will be offered to men to start, and subsequently to women once success is realized. The Applicant will also provide continuous support to individuals for the following months or years after the 90-day period. This is a much-needed initiative especially at a time when Alberta is experiencing the highest rate of opioid overdose deaths ever recorded in the province. According to a report by the Calgary Herald, the rate of opioid overdose deaths is 1.5 times higher than last year with over 900 deaths between January and October. A recovery centre such as this could help prevent deaths resulting from overdoses.

The proposed Addictions Treatment and Recovery Centre is defined in the Town's Land Use Bylaw as 'Care Facility (Medical)' which is not provided for in the Commercial, General (C-GEN) District where the proposed development is to be located. As such, the subject parcel would need to be rezoned to Special, Community Services District (S-COM) in which 'Care Facility (Medical)' is permitted. This will ensure that the intentions of the Applicant are accommodated. The building on the subject parcel contains office spaces that can easily be converted to 10-12 bedrooms, and bathrooms. The bathrooms will require remodeling to add showers to accommodate a larger number of new occupants.

Administration recognizes the challenges the Applicant contends with in finding a suitable building to meet the needs of their unique proposal. Amongst the inventory of land parcels and vacant buildings in Town, 5219 53 Avenue appears to be the most suitable for the proposed development. The size and interior layout of the building, abundance of yard space on the parcel and location, deems this parcel amongst others in Town, to be the most fitting location. The number of rooms in the building provide ample opportunities for the Applicant to remodel the existing rooms and optimize the use of space to accommodate as many occupants as possible. The shop space on the east side of the building offers the Applicant an area to use for skills training. The open space in the back could be used for some outdoor activities to complement the recovery process. Additionally, the centrality of the subject parcel as well as its proximity to services and amenities, makes it the all-round best location. Based on observation and research it also appears that the subject parcel is in the general vicinity of where individuals that may typically require support from the Applicant regularly socialize. Another initiative, close to the subject site, that is being considered by FCSS is a Homeless Shelter Pod program similar to that being piloted in the Town of Edson. The program offers temporary emergency shelter for homeless individuals. The program providers (Volunteers) in Edson hope that the program will subsequently become a long-term solution to help shelter people without homes in rural Alberta. FCSS hopes to emulate this program in Town, which if approved, may complement efforts of the Applicant.

#### Municipal Development Plan 2012/27/D

The subject parcel is designated as Commercial/Light Industrial in Map 4-Generalized Present and Future Land Uses of Municipal Development Plan 2012/27/D (see Attachment 4- Municipal Development Plan Map 4). Although the proposed development, like other current land uses in the area, does not fit what was visioned for the subject property, Section 1.5 (People and Social Needs) of the MDP provides opportunities for proposals such as an Addictions and Recovery Centre. An Addictions and Recovery Centre can certainly be considered a 'people and social need' in the Town. Aside from designating general land uses and physical attributes of a municipality's design, the MDP also seeks to address the social needs of a community. Specifically, from a social perspective, the MDP seeks to achieve:

"Equality of opportunity, reflected in opportunities for seniors, children, the economically disadvantaged, through broad access to services, and in the rejuvenation of older portions of town."

The Applicant's proposal seeks to achieve equality of opportunity for the vulnerable in the community by providing a safe haven where individuals suffering from addictions can recover and be in a position to have an equal and equitable chance to access opportunities in the community and beyond. The Applicant would be providing access to a service that is currently unavailable in the Town while also adaptively reusing an existing building in an older portion of Town which appears to be currently underutilized. The proposal is certainly in line with what the MDP aims to achieve.

## Site Inspection

The subject property is currently occupied by Top Notch Maintenance Ltd and used primarily as office and mechanical space. It is currently being offered for sale as evidenced by the sign on the front lawn. The parcel consists of an L-shaped building that appears to include entrances at the front, side, and rear of the building, as well as a fenced rear yard that includes a gated entrance facing Lane 53 Street West. The building appears to consist of two parts, the main area that has multiple rooms on either side of a hallway and a shop on the east side that also appears to have a second story. (See Attachment 5- Site Photos). The parcel also contains some mechanical parts scattered along the fence in the rear yard (Will require screening) and what appears to be a storage shed on the southwest corner (See Attachment 6- 2020 Aerial Photo). The subject parcel faces Centre Court Mobile Home Park to the north, is flanked by Urbanata Apartments on the east, and is adjacent to 2 back lanes, one on the south and the other on the west.

## Land Use Bylaw 2020/12/D

The subject property is in the Commercial, General (C-GEN) District of Land Use Bylaw 2020/12/D. The proposed use is considered as Care Facility (Medical), defined in Land Use Bylaw 2020/12/D, as

“a use that is authorized by the applicable Provincial authority where medical treatment for the sick, injured or infirm occurs, including out-patient services and accessory staff dwellings. Typical development includes hospitals, sanitariums, nursing homes, hospices, psychiatric hospitals, auxiliary hospitals, and detoxification centres”.

As noted earlier, to accommodate an Addictions Treatment and Recovery Centre defined as Care Facility (Medical) in the Land Use Bylaw, the subject parcel shall require rezoning to Special, Community Services District (S-COM) in which ‘Care Facility (Medical)’ is permitted. Administration, therefore, presents the proposed Draft Rezoning Bylaw, as Bylaw 2021/10/D to facilitate the permanent location for the Opportunity Home Treatment and Recovery Centre at the subject property (See Attachment 7-Draft Bylaw 2021/10/D).

## Required Parking Spaces

In accordance with Section 3.38 of the Town’s Land Use Bylaw, the required minimum vehicular parking spaces for the proposed Care Facility (Medical) use is 3 parking stalls per 100.0 m<sup>2</sup> of gross floor area. The subject parcel appears to have adequate space in the rear yard to accommodate the parking needs. This will be confirmed once the gross usable floor area is determined after a development permit has been submitted.

Bicycle parking spaces are based on the number of parking stalls specifically provided on the subject parcel, subject to a minimum of four spaces in accordance with Section 3.44 of Land Use Bylaw 2020/12/D. Other than the number of parking spaces, the other Parking related provisions of Land Use Bylaw 2020/12/D (Sections 3.37-3.45) shall apply.

## Landscaping

Landscaping is an important component for beautifying areas of the Town and promoting sustainable, aesthetically pleasing re-development. As the proposed Addictions Treatment and Recovery Centre is a change of use for the subject parcel, it is subject to the requirements of Land Use Bylaw 2020/12/D. Section 3.19- Table 5 (Tree Planting Minimums) of the Land Use Bylaw requires a minimum of one tree per 400 square meters of gross parcel area. Based on an area of 2,736.70 square meters, this ratio equates to a minimum of seven trees for the subject parcel. A site inspection revealed the presence of 3 trees. As such, 4 extra trees will be required.

The Applicant is hoping to get this program started as soon as possible and is hereby seeking First Reading so that plans for next steps can commence.

## 2. IMPLICATIONS:

### 2.1. Financial:

If first Reading is given to proposed Rezoning Bylaw 2021/10/D, the typical expenses associated with circulating the notices of public hearing would apply.

### 2.2. Legal/Risk:

All Municipalities carry legal risks and the Town needs to add these social services and programs to meet the upcoming social challenges as the Town grows.

### 2.3. Organizational:

The Town has a Social Development Plan 2020-2024 - Responsible, responsive and Resilient, Caring and inclusive, fulfilled with food that is accessible and secure for all.

### 2.4. Service Levels:

Anticipated population growth are the basis of a number of the trigger points of when social services and programs are required to meet the needs of the citizens of the Town of Drayton Valley.

## 3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

After First Reading of proposed Rezoning Bylaw 2021/10/D, Administration will circulate notice to surrounding landowners and advertise a public hearing prior to Second and Third Readings of the Bylaw.

## 4. NEXT STEPS:

If 1st Reading is adopted, then a public hearing will be held at the Jan. 19, 2022 Council Meeting where 2nd and 3rd Readings can be considered.

## 5. ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Type of Document	Comments
Provincial Acts / Regulations	Conforms to:  Health Professions Act (HPA)  Municipal Government Act (MGA)  Mental Health Services Protection Act
Municipal Development Plan	Conforms to:  Section 1.5 - People and Social Needs  Section 2.8- Commercial/Light Industrial Areas, Map 4
Land Use Bylaw	With adoption of Land Use Bylaw Amend. 2020/12/D
Other Plans or Policies	Conforms to:  Social Development Plan 2020-2024 - Responsible, responsive and Resilient, Caring and inclusive, fulfilled with food that is accessible and secure for all.



**6. POTENTIAL MOTIONS:**




- A. That Council give First Reading to proposed Rezoning Bylaw 2021/10/D, as presented.
- B. That Council give First Reading to proposed Rezoning Bylaw 2021/10/D with amendments to \_\_\_\_\_.
- C. That Council table First Reading of proposed Rezoning Bylaw 2021/10/D, to request further information from Administration in regards to: \_\_\_\_\_.
- D. That Council decline to give First Reading to proposed Rezoning Bylaw 2021/10/D.

**7. RECOMMENDATION:**

Administration recommends giving First reading to proposed Rezoning Bylaw 2021/10/D.

**8. ATTACHMENTS:**

- 1. Site Location and Zoning Map
- 2. Immediate Context Map
- 3. Site and Floor Plans
- 4. Municipal Development Plan Map 4
- 5. Site Photographs
- 6. 2020 Aerial Photograph
- 7. Draft Bylaw 2021/10/D
- 8. Excerpt of S-COM District from LUB 2020/12/D
- 9. Opportunity Home Background Letter

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

## ATTACHMENT

..... @- O #° u@ V° V) :-\ V@8 MAP

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# Town of Drayton Valley Zoning Map

## Legend

Area of Interest

Parcels

C-DWT Commercial, Downtown District

C-GEN Commercial, General District

DC Direct Control District

R-HID Residential, High Density District

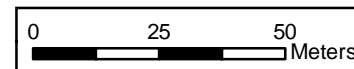
R-MAN Residential, Manufactured Home Park District

R-SML Residential, Small Parcel District

S-COM Special, Community Services District



December 2021



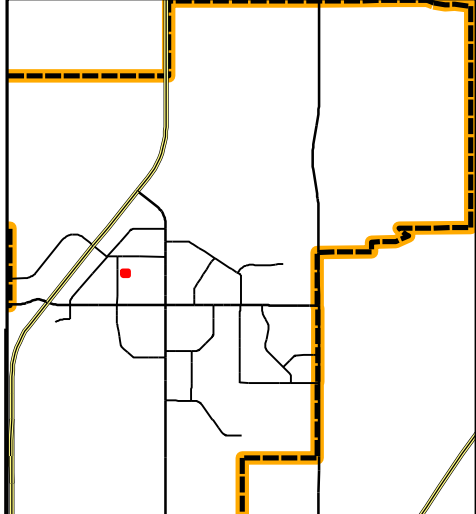
This map is for advisory purposes only and does not replace a legal land survey. It is based on data sources deemed reliable but the Town of Drayton Valley is not responsible for errors or omissions.

## ATTACHMENT

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**ATTACHMENT**

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## ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

~~NON COMPLIANCE~~ BLOCK 10

With the **LIANCE** **53rd** **AVENUE**

- ☒ As-Built: Engineering Permit Required  
☐ Encroachment: Engineering Required  
☐ Council Approval Required

Comments: Car Buick No 02-121 saved  
to alarm for various covered entry  
at 0420m for S.S. 377  
Dive 0200m 0.80

Developed by  Loma Group

## BUILDING

Lot 13

PLAN 1149KS

BLOC

Lot 39  
PLAN  
302 1415  
6

**Lot 15**  
**PLAN**  
**1149KS**

LANE

Lot 38  
PLAN 782 3084

**Lot 37**

PLANT	1148KS	DRAYTON VALLEY
BLOCK	6	
LOT	13	
ADDRESS	5219 53rd AVENUE	

TITLE RECORDED: SEPTEMBER 12, 2002 TITLE NO: 002 305 738  
SURVEY COMPLETED: SEPTEMBER 8, 2002  
TITLE ENCUMBRANCES AFFECTING EXTENT OF PROPERTY

STATEMENT: I HEREBY CERTIFY THAT THIS REPORT WAS PREPARED AND PERFORMED UNDER MY PERSONAL SUPERVISION AND IN ACCORDANCE WITH THE MANUAL OF STANDARD PRACTICES OF THE ALBERTA LAND SURVEYORS' ASSOCIATION AND SUPPLEMENTARY THEORETICAL, ACCORDINGLY WITH THOSE STANDARDS AS OF THE DATE OF THIS REPORT.

### 1. AN OF THE COMMON ROAD

1. THE PLAN ILLUSTRATES THE BOUNDARIES OF THE PROPERTY, THE IMPROVEMENTS AS DEFINED IN PART 9, SECTION 7.4 OF THE ALBERTA LAND SURVEY ACT, 1986, AND THE LOCATION OF THE PROPERTY WITHIN THE ASSOCIATION'S MANUAL OF STANDARD PRACTICES, REGISTERED EASEMENTS AND RIGHTS-OF-WAY AFFECTING THE EXTENT OF THE TITLE TO THE PROPERTY.

3. NO VISIBLE ENCROACHMENTS EXIST ON THE PROPERTY FROM ANY ENCROACHMENTS SITUATED ON AN ADJOINING PROPERTY.

4. NO USABLE ENCROACHMENTS EXIST ON REGISTERED EASEMENTS, RIGHTS-OF-WAY, OR OTHER REGISTERED INSTRUMENTS AFFECTING THE EXTENT OF THE PROPERTY.

[illegible]

THE PLAN SHOULD NOT BE USED TO ESTABLISH BOUNDARIES DUE TO THE RISK OF MISINTERPRETATION OR MEASUREMENT ERROR BY THE USER.

THE INFORMATION SHOWN ON THIS REAL PROPERTY REPORT REFLECTS THE STATUS OF THIS PROPERTY AS OF THE DATE OF SURVEY ONLY. USERS ARE ENCOURAGED TO HAVE THE REAL PROPERTY REPORT UPDATED FOR CURRENT REQUIREMENTS.

DATED AT DRYDEN VALLEY ALBERTA  
THIS 22<sup>ND</sup> DAY OF SEPT 1902

NOTE: THIS PAPER IS WOULD LOSE ITS SIGNATURE IF SEPARATED FROM THE (COPYRIGHT RESERVED)

STATUTORY FROM SURVEY POST FOUND SHOWN THUS...  
 FOUND FROM BAR AND SPOT AND SHOWN THUS...  
 (NAME) (DATE) (TIME) (THUS)

DISTANCES ARE IN METERS AND DECIMALS THEREOF.  
 DIMENSIONS ARE TO THE FINISHED EXTERNAL WALLS.  
 FOUNDATION IS ALIGNED WITH EXTERNAL WALLS.  
 ALL TIES ARE PERPENDICULAR TO PROPERTY LINE, UNLESS SHOWN OTHERWISE.  
 STAGE OF CONSTRUCTION: COMPLETE  
 LAMES (UNLESS SHOWN) ARE ORIENTED TO THE LINE OF THE FASCIA.

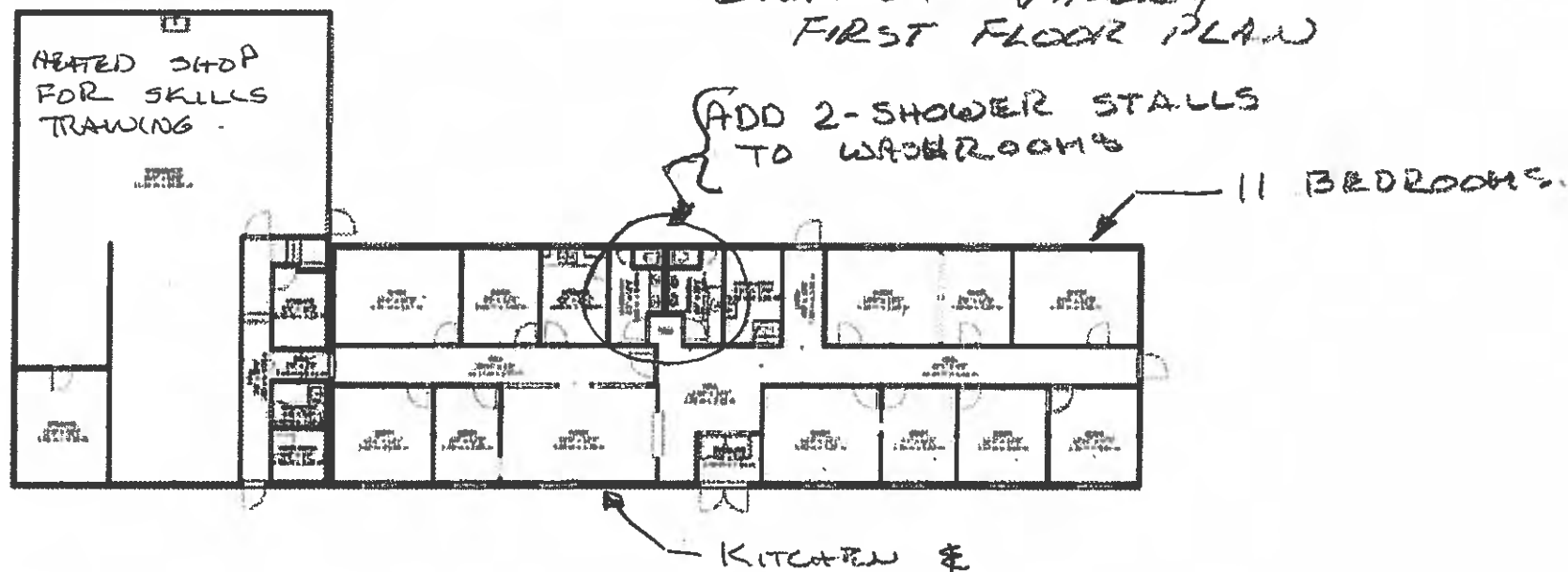
THIS REPORT IS PREPARED FOR  
**QUATREL PLASTICS LTD.**

**BASELINE GEOMATICS LTD.**

DATE: SEPT. 12, 2002 SCALE: 1: 500 OUR FILE No. 2002-551



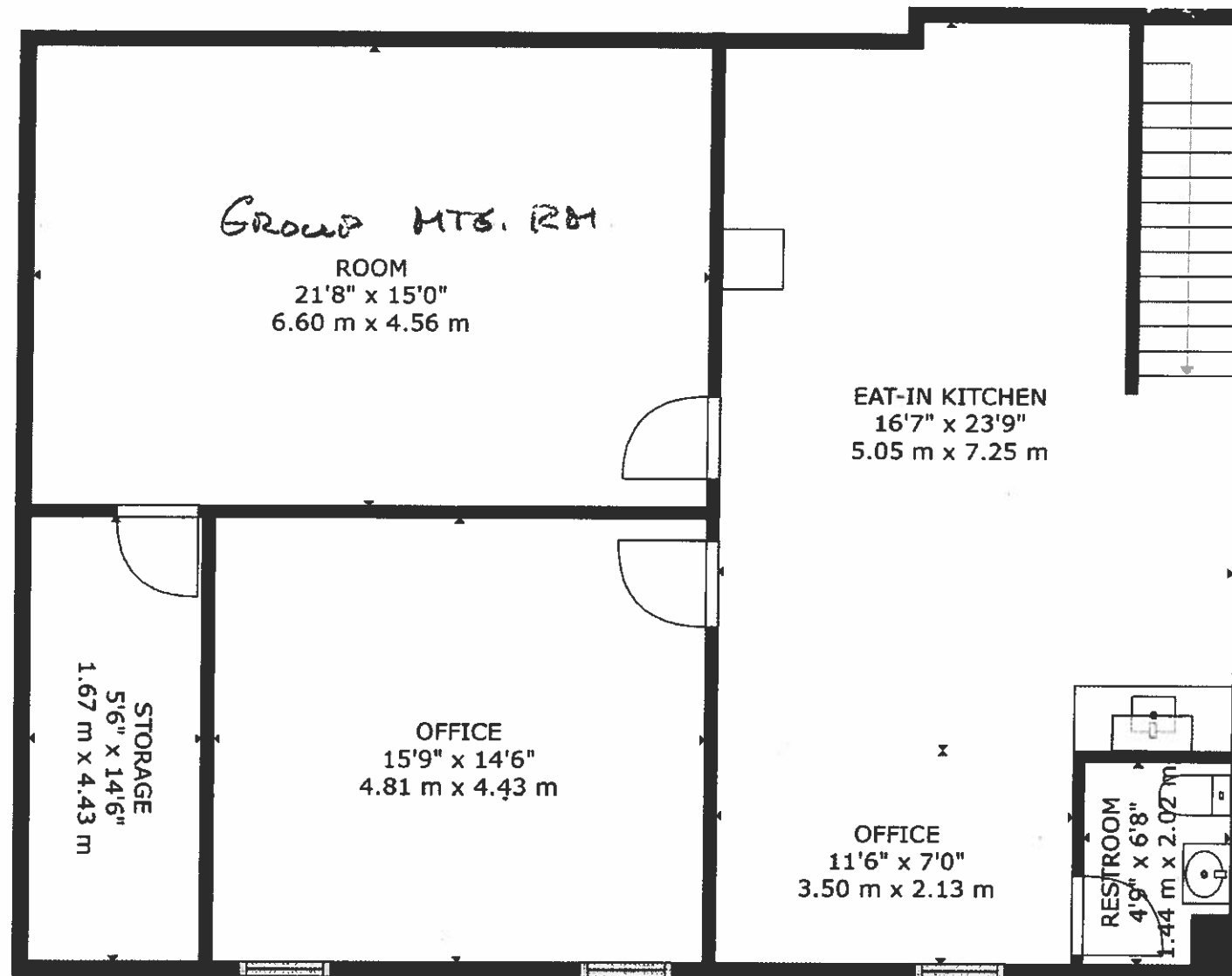
# OPPORTUNITY HOMIE DRAYTON VALLEY FIRST FLOOR PLAN



OPPORTUNITY AREA  
FLOOR 1: 1200 sq. ft., FLOOR 2: 1200 sq. ft., FLOOR 3: 1200 sq. ft.  
TOTAL: 3600 sq. ft.



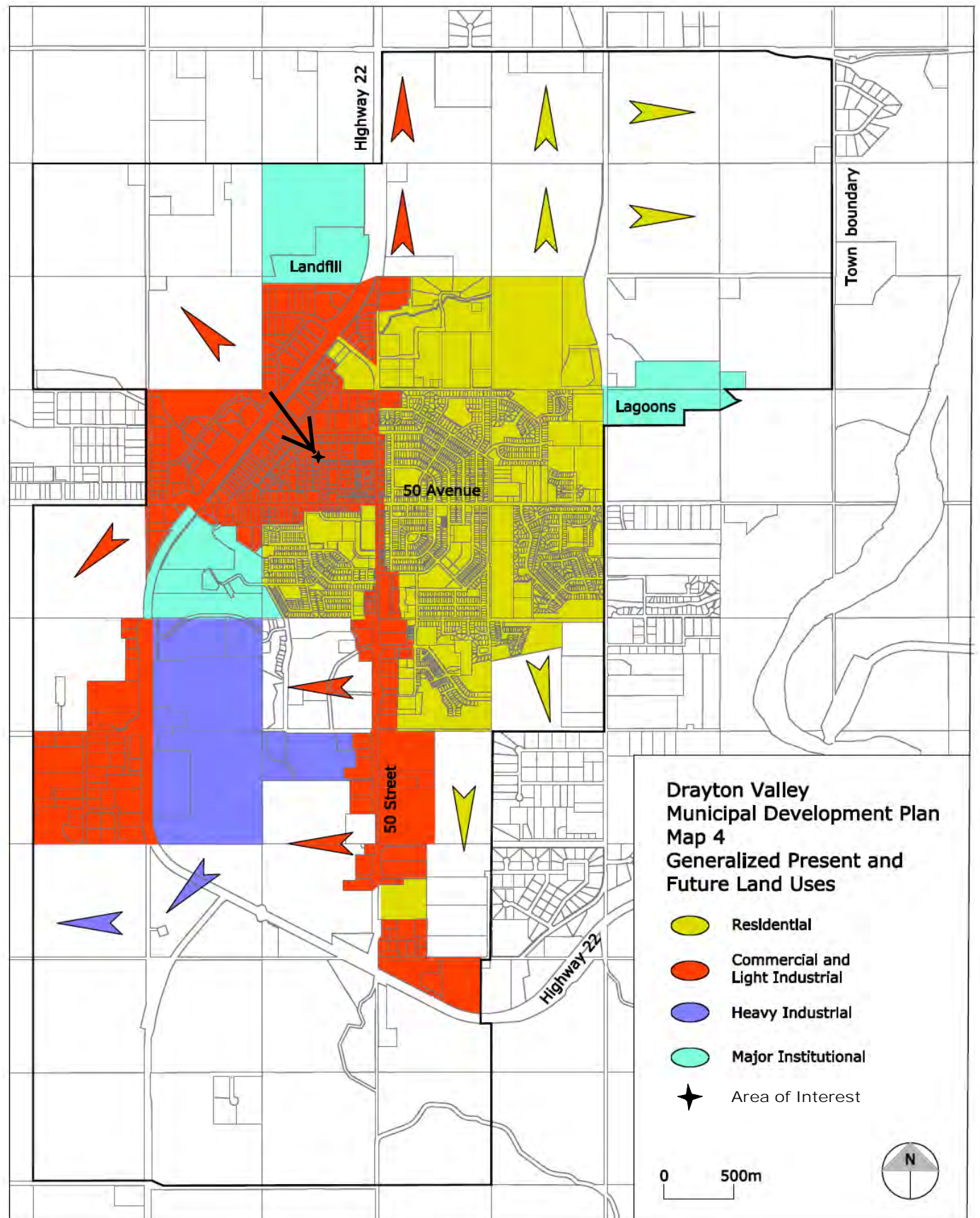
## SECOND FLOOR



FLOOR 2

GROSS INTERNAL AREA  
 FLOOR 1: 5289 sq. ft, 491 m<sup>2</sup>, FLOOR 2: 1164 sq. ft, 108 m<sup>2</sup>  
 TOTAL: 6453 sq. ft, 600 m<sup>2</sup>  
 SIZES AND DIMENSIONS ARE APPROXIMATE. ACTUAL MAY VARY.

**ATTACHMENT 4**  
**MUNICIPAL DEVELOPMENT PLAN- MAP 4**



**ATTACHMENT 5**  
**SITE PHOTOGRAPHS**





















**ATTACHMENT**

**20    AERIAL PHOTOGRAPH**

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**ATTACHMENT 7**

**DRAFT BYLAW 2021/10/D**



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

### **Amendment to Land Use Bylaw #2020/12/D (REZONING)**

**WHEREAS** Council has received an application for an amendment to the Land Use Bylaw 2020/12/D;

**AND WHEREAS** the Municipal Government Act, R.S.A., 2000, c.M-26 as amended or repealed and replaced from time to time, provides that a municipality has the power to amend the Land Use Bylaw;

**AND WHEREAS** Council deems it necessary to amend Land Use Bylaw 2020/12/D by rezoning the subject parcel from the existing Commercial, General District (C-GEN) to Special, Community Services District (S-COM).

**NOW THEREFORE** the Council of the Town of Drayton Valley, duly assembled, hereby enacts as follows, pursuant to Part 17 of the Municipal Government Act, 2000:

**THAT** the land use designation of the following parcel, municipally known as 5219 53 Avenue, as shown in Appendix "A" attached hereto are to be changed:

PLAN 1149KS

BLOCK 6

LOT 13

EXCEPTING THEREOUT ALL MINES AND MINERALS

**FROM: Commercial, General (C-GEN)**

**TO: Special, Community Services District (S-COM)**

**THAT** this Bylaw may be cited as the "Rezoning Bylaw 2021/10/D of the Town of Drayton Valley".

**THAT** if any portion of this Bylaw is declared invalid by a court of competent jurisdiction, the invalid portion must be severed and the remainder of the Bylaw is deemed valid.

**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 \_\_\_\_, 2021, A. D.

Public Hearing held this \_\_\_\_ day of \_\_\_\_, 2022, A. D.

Read a second time this \_\_\_\_ day of \_\_\_\_, 2022, A. D.

Read a third and final time this \_\_\_\_ day of \_\_\_\_, 2022, A. D.

\_\_\_\_\_  
MAYOR

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

DRAFT

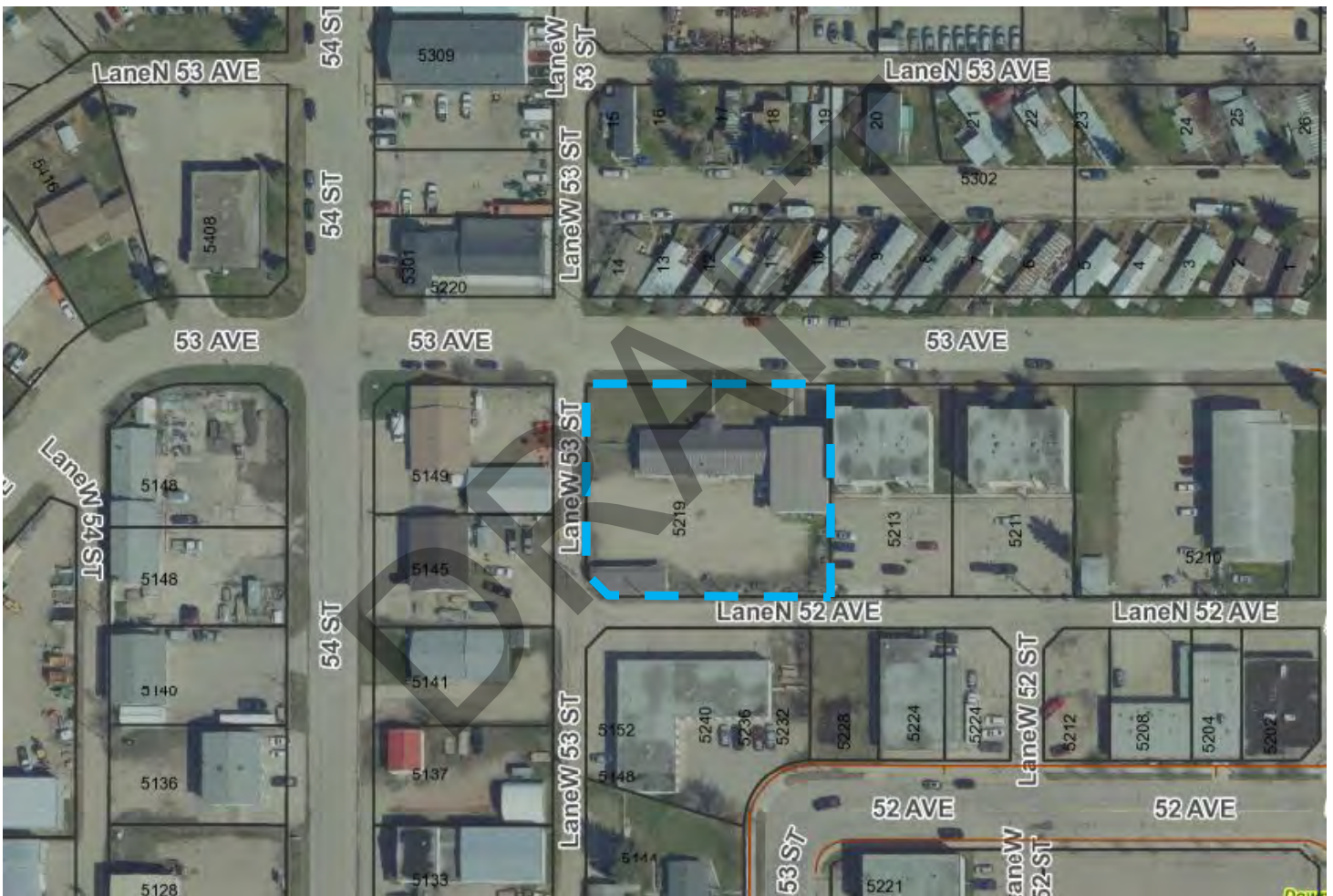


## Appendix “A”

### AREA:

The Rezoning applies to the parcel identified as **Lot 13, Block 6, Plan 1149KS** (municipally known as 5219 53 Avenue) and shown in **Figure 7- Rezoning Land Use Location Map**.

**Figure 7-  
Rezoning Land Use Location Map**



ATTACHMENT

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## S-COM Special, Community Services District

**PURPOSE:** To provide for either public or private development of community services or amenities.

PERMITTED USES:	DISCRETIONARY USES:
Accessory Building/Structure	Campground
Care Facility (Child/Large Group/Clinic/Medical)	Communications Tower
Establishment (Entertainment)	Surveillance Suite
Government Services	Funeral Home
Recreation (Culture & Tourism)	Office
Recreation (Outdoor)	Recreation (Private)
Recreation (Public)	
Religious Assembly	
School	
Solar Panels (Free Standing)	
Solar Panels (Wall Mounted)	

Those uses, not otherwise defined in the Bylaw, which in the opinion of the Development Authority are similar to the Permitted or Discretionary Uses and conform to the purpose of this District.

**PARCEL SIZE:** At the discretion of the Development Authority

**MAXIMUM BUILDING HEIGHT:** At the discretion of the Development Authority

**MINIMUM SETBACKS, MAIN AND ACCESSORY BUILDINGS:** At the discretion of the Development Authority

**ATTACHMENT 9**  
**OPPORTUNITY HOME BACKGROUND SUMMARY**

## **Opportunity Home Treatment and Recovery Centre**

**Opportunity Home** is a project that has been inspired from a similar program that is thriving in Kelowna B.C., called Freedom's Door. This organization has given us full access to their procedures, programming and administrative processes so that we can follow their lead. Rather than reinventing the wheel we will be closely modelling their program that has had resounding success. Using Freedom's Door as our blueprint will ensure success as they have grown into a self-sustaining project. This program is not just about providing housing for the impoverished but is about providing long term solutions. This is an all encompassing 90-day addiction recovery program that teaches the residents about the biological, psychological, and social solutions while taking care of their physical needs including safe housing and hot meals. Our door will be open to anyone seeking a new way of life.

Our vision is to provide as many people as possible with a safe place to live and hot meals while providing the mental, physiological, and spiritual support to help them recover from their addiction.

**Opportunity Home** will work to restore human dignity and empower a better life for persons who are struggling with addictions. With support from the Drayton Valley Community and County we will provide our members a multifaceted recovery program.

The residents will undergo is a 90-day faith-based program. This program will mirror Freedom's Door program, with an emphasize being on faith based, rather than solely Christian. In the initial phase we intend to open our doors to men. Once that program is proving to be successful, we intend to open our program to women. Our facility should be able to handle both and in Drayton Valley we have dozens of homeless, addicted women who require the same support.

We have the opportunity to purchase a commercial building at \$440,000. This building has a large area that has office spaces that can be converted to 10-12 bedrooms. Bathrooms will be expanded to be larger and more accommodating to residents, including the installation of showers at an approximate cost of \$20,000. The building also has a large, heated shop that will be primarily used to help residents develop employable skills, explore their talents and find a daily release in creating something with their hands.

Once our members complete their program and are ready to move onto a more independent phase of life where they are employed and/or are gaining an education their journey with **Opportunity Home** is not complete. One of our key tenants is to provide connections and ongoing support for our members. The relationships they build with other members, staff and volunteers is going to serve them for the rest of their life. Recovery is not a one time flip of a switch and is going to require ongoing support for several months and perhaps even years. **Opportunity Home** is eager to provide this to our members.

### **EDUCATION and EMPLOYMENT OPPORTUNITIES**

We are lucky to operate in the Town of Drayton Valley and Brazeau County. Our municipality is full businesses who can provide employment in a variety of sectors. In several situations these employment situations can turn into careers for our members. Trade work flourishes in Drayton Valley and would be a great fit for our residents as they can work, earn an income and be able to further their education in their preferred trade. The large, heated shop at our facility will enable residents to gain these skills and then seek employment.

The Town of Drayton Valley also offers a zero-fee tuition program. At no cost our members would be



eligible to gain education in either a health care aide program, professional hairstyling, or a variety of other programs through the University of Alberta Faculty of Extension programs. This education is going to give our members a personal goal and employment opportunities. They will be able to explore natural talents that provide feelings of accomplishment and provide hope.

We have gathered a board of experienced and motivated individuals who want to be the change they want to see in Drayton Valley. Our board is comprised a medical doctor, pharmacist, engineers, chartered professional accountant, mechanic, and successful entrepreneurs.

This board brings with them numerous personal and corporate contacts that they are confident will help this project succeeds with financial funding, counselling, and introducing residents to a variety of careers available to them.

We are excited to bring this opportunity to Drayton Valley. By connecting with Freedom's Door, we believe we have a proven roadmap to ensure our success. Having their ongoing support will be invaluable. We have residents in Drayton Valley who are struggling that have nothing in the way of prospects. Drayton Valley does not currently have the facilities to help and support these individuals. We do not just want to put a band-aid on the issues, but instead help them dig deep, heal the root of their problems and in the end, find hope again.

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Shelter Pods Program Location
<b>MEETING:</b>	December 22, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Lola Strand - Community Services Manager Emily Hickman - Homelessness & Poverty Reduction Coordinator

### 1. PROPOSAL AND BACKGROUND:

To move forward as quickly as possible with the proposed Shelter Pod program, we are hoping to locate them on a piece of Town-owned property. Ideally this property will:

- be centrally located
- have ready access to utility hook-ups
- be away from residential areas
- have easy emergency services access

Administration has reviewed the available Town-owned properties and have concluded that Lot 2 Block -10 Plan 1149KS OR Lot 2 Block -10 Plan 1149KS (5309 54 Street), the location previously home to the Public Works yard, would be ideal.

### 2. IMPLICATIONS:

#### 2.1. Financial:

Locating the Shelter Pod in that (or any Town-owned) location would prevent the sale of that lot for as long as the Pod is located there. However, one of the benefits of this style of shelter is that it is portable. If the Town did eventually wish to sell that parcel of land, with the proper notice the pods could be moved to another suitable location.

#### 2.2. Legal/Risk:

#### 2.3. Organizational:

#### 2.4. Service Levels:

### 3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

### 4. NEXT STEPS:

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

Type of Document	Comments
Provincial Acts / Regulations	
Municipal Bylaws	
Other Plans or Policies	

### 6. POTENTIAL MOTIONS:

- A. That Council approve Lot 2 Block -10 Plan 1149KS (5309 54) street as the location for the Shelter Pods.
- B. That Council approve Lot 3 Block -10 Plan 1149KS (5309 54) street as the location for the Shelter Pods.
- C. That Council allow the Shelter Pods to be located on an alternate Town-own property.

- D. Defer to Administration to find a different appropriate location for the Shelter Pods on Town-owned property.
- E. That Council decline to allow the Shelter Pods to be located on a piece of Town-owned property.

**7. RECOMMENDATION:**

Administration recommends that Council move to approve the suggested location of the Shelter Pods.

**8. ATTACHMENTS:**

- 1. Map of the suggested area

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION

<b>SUBJECT:</b>	Shelter Pod Program - 5 Year Operation Cost Guarantee
<b>MEETING:</b>	December 22, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Lola Strand - Community Services Manager Emily Hickman - Homelessness and Poverty Reduction Coordinator

### 1. PROPOSAL AND BACKGROUND:

The Shelter Pod program offers a sustainable solution to year-round emergency shelter in our community. Drayton Valley and District FCSS has received a significant grant from Reaching Home (RH) via the Rural Development Network (RDN) to cover the initial capital costs of the project. A condition of this grant is that we provide the RDN/Reaching Home with a letter that guarantees that the operational costs of the pods are covered for the next 5 years. While it is our intent that these costs are covered through, grants, fundraising, partnerships etc., the receipt of the RDN/HPS funding is contingent on this guarantee. To move this project forward it is our hope that the Town will provide this guarantee and cover these costs for the five-year period until other sources of funding are secured. Our eventual goal is to have the project taken over by a local non-profit and become completely independent of the Town.

### 2. IMPLICATIONS:

#### 2.1. Financial:

We have received an \$80,000 grant through the Rural Development Network (RDN) from the Reaching Home (RH) to cover the initial capital costs of this project as well as to cover one day a week of staff time to coordinate the project through the end of March 2022. This includes the cost to purchase and renovate the shack, to purchase and install the required technology, site preparation and transportation of the unit. Full details of the items the grant covers can be found in the attached capital budget.

#### Shelter Pod Operation Cost Estimate

Item	Cost/Month	Notes
Utilities (Power/Gas)	\$500	This number is based on the experience of the Edson ShelterPod Program and will of course vary depending on which utilities we are able to connect to.
Heated Toilets	\$270	This cost estimate is for a long-term rental
Pump-Out Service	\$173	Based on an estimated service every two weeks at \$80/service
Cleaning	\$1500	
Maintenance	\$200	For on-going maintenance and repairs.
Volunteer Coordination 4 day/month	\$1144	
Administration	\$75	Phone plan, printing etc.
Insurance	\$200	
<b>TOTAL</b>	<b>\$4062</b>	

General property liability - we will be checking with our insurance providers



**2.2. Legal/Risk:****2.3. Organizational:**

Town (FCSS) staff will be coordinating this project. This will include

- 1) connecting with vendors
- 2) creating policies and procedures for the program,
- 3) organizing stakeholder engagement and public outreach
  - a) compiling and integrating feedback
- 4) recruiting and training volunteers
- 5) monitoring the nightly intake process until it can be passed onto volunteers
- 6) tracking usage and outcomes
- 7) grant reporting

**2.4. Service Levels:****3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:**

Once a location for the Shelter Pod has been selected, we intend to reach out to any residents and/or businesses in the immediate surrounding area to educate them about the project. We anticipated that there will be at least some hesitancy about it but we hope to take this opportunity to find out what their concerns are address them.

After those in the immediate vicinity have been addressed, we will hold a public information night to educate and identify common concerns. The outcomes of the public engagement will be shared with the community and their concerns addressed. We will also use this as an opportunity to ask interested community members to consider volunteering with the program.

**4. NEXT STEPS:**

A letter confirming the Town's commitment will be sent to the Rural Development Network so that

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

Type of Document	Comments
Provincial Acts / Regulations	
Municipal Bylaws	<i>Land Use Bylaw</i> <i>Municipal Development Bylaw</i>
Other Plans or Policies	<i>Social Development Plan 2020-2024</i>

**6. POTENTIAL MOTIONS:**

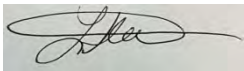
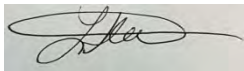

- A. Motion to provide the guarantee that the Town of Drayton Valley will cover the operational costs of the Shelter Pod program for the first five years of operation and to send the letter as written stating as much to the grant administrators/providers.
- B. Motion to provide the guarantee that the Town of Drayton Valley will cover the operational costs of the Shelter Pod program for the first five years of operation and amend and send a letter stating as much to the grant administrators/providers.
- C. Motion to decline to provide the guarantee that the Town of Drayton Valley will cover the operational costs of the Shelter Pod program for the first five years of operation, thereby rendering void the funding agreement between FCSS and the Rural Development Network.

**7. RECOMMENDATION:**

Provide the requested guarantee.

**8. ATTACHMENTS:**

1. Draft letter to Dee Anne Benard, Executive Director of the Rural Development Network

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

December 15, 2021

Dee Ann Benard, Executive Director  
Rural Development Network  
11443-143 Street, NW  
Edmonton, AB  
T5M 1V7

Dear Ms. Benard,

On behalf of the Town of Drayton Valley, I would like to thank you and your organization for all your work supporting rural communities in their efforts to address homelessness. Because of your efforts, rural Alberta communities are more connected and equipped to deal with this issue in the most effective and efficient ways possible.

We are very excited about the Shelter Pod initiative as we believe it to be a sensible way to address emergency shelter in our rural setting. Therefore, we are pleased to be able to guarantee the operational costs of the program for the next five years. If you have any questions about our commitment to this program please feel free to contact me at [mayor@draytonvalley.ca](mailto:mayor@draytonvalley.ca) or at 780-514-2201.

Sincerely,

Nancy Dodds  
Mayor  
Town of Drayton Valley

# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Drayton Valley Municipal Library Board (DVMLB) Appointment
<b>MEETING:</b>	December 22, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Rob Osmond Chief Administrative Officer

### 1. PROPOSAL AND BACKGROUND:

As per *Alberta's Libraries Act*, only the municipality that established a library board has the authority to appoint members. The Town's Bylaw 2019/05/B reflects this direction. Therefore, Town Council needs to appoint the County Council representative to the Drayton Valley Municipal Library Board (DVMLB).

At the Organizational Meeting of Brazeau County Council on November 2, 2021, County Councillor Randy Swap was elected to serve on the DVMLB on behalf of the County.

This is presented to Council to recognize and officially acknowledge County Councillor Randy Swap's appointment.

### 2. IMPLICATIONS:

#### 2.1. Financial:

N/A

#### 2.2. Legal/Risk:

N/A

#### 2.3. Organizational:

County Councillor Randy Swap will be officially appointed to the DVMLB in accordance with the *Libraries Act* and the Town's Bylaw.

#### 2.4. Service Levels:

N/A

### 3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

The DVMLB will be informed of Council's decision.

### 4. NEXT STEPS:

The DVMLB will be informed of Council's decision.

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

Type of Document	Comments
Provincial Acts / Regulations	<i>Alberta Libraries Act</i>
Municipal Bylaws	<i>2019/15/B</i>
Other Plans or Policies	

### 6. POTENTIAL MOTIONS:

- A. That Council appoint Brazeau County Councillor Randy Swap to the Drayton Valley Municipal Library Board and for a term ending October 31, 2022.

B. That Council appoint \_\_\_\_\_ to the Drayton Valley Municipal Library Board for the Town of Drayton Valley and for the term ending October 31, 2022.




C. That Council direct Administration to \_\_\_\_\_.

**7. RECOMMENDATION:**

Administration recommends appointing a member to the Drayton Valley Municipal Library Board.

**8. ATTACHMENTS:**

1. None

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			



# TOWN OF DRAYTON VALLEY

## REQUEST FOR DECISION



<b>SUBJECT:</b>	Appointment of Yellowhead Regional Library (YRL) Board Member
<b>MEETING:</b>	December 22, 2021 Regular Meeting of Council
<b>PRESENTED BY:</b>	Rob Osmond Chief Administrative Officer

### 1. PROPOSAL AND BACKGROUND:

The Town of Drayton Valley is a member of the Yellowhead Regional Library System, and therefore is entitled to appoint a member on behalf of the Town of Drayton Valley to the library system board as per Part 2, Section 16, of the *Alberta Libraries Act*.

*A library system board shall consist of*

*(a) one member for each municipality, Metis settlement and school authority that is a member of the library system who is appointed by the council of the municipality, Metis settlement or school authority.*

Traditionally, a member of Council has been appointed to the YRL Board at the annual Organizational Meeting of Council. However, the Drayton Valley Municipal Library Board (DVMLB) expressed its interest to appoint a current DVMLB member to the Yellowhead Regional Library Board for the Town of Drayton Valley.

### 2. IMPLICATIONS:

#### 2.1. Financial:

N/A

#### 2.2. Legal/Risk:

N/A

#### 2.3. Organizational:

The member appointed to the Yellowhead Regional Library (YRL) Board will represent the Town of Drayton Valley on said board.

#### 2.4. Service Levels:

N/A

### 3. STAKEHOLDER AND COMMUNICATIONS STRATEGY:

The YRL Board will be informed of Council's decision.

### 4. NEXT STEPS:

The YRL Board will be informed of Council's decision.

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

Type of Document	Comments
Provincial Acts / Regulations	<i>Alberta Libraries Act</i>
Municipal Bylaws	<i>2019/15/B</i>
Other Plans or Policies	<i>Yellowhead Regional Library Master Membership Agreement</i>

**6. POTENTIAL MOTIONS:**




- A. That Council appoint Pat Adamson to the Yellowhead Regional Library Board for the Town of Drayton Valley and for a term ending October 31, 2022.
- B. That Council appoint \_\_\_\_\_ to the Yellowhead Regional Library Board for the Town of Drayton Valley and for the term ending October 31, 2022.
- C. That Council direct Administration to \_\_\_\_\_.

**7. RECOMMENDATION:**

Administration recommends appointing a member to the YRL Board.

**8. ATTACHMENTS:**

- 1. None

REPORT PREPARED BY:		REVIEWED BY:	
APPROVED BY:			

# Department Report

Department: Planning & Development.

General Manager: Ken Woitt

Date of Regular Council Meeting: Dec. 22, 2021



## **INFORMATION PRESENTED:**

- 1) Proposed Deer Meadows ASP
  - The proposed ASP was presented to Council at G & P Meeting on Nov. 10, 2021 for discussion
  - Council advised Administration to require the ASP to connect to Town servicing
  - Administration met with the Developer on Nov. 24/21 to discuss servicing options
  - The Developer wanted to review his options and costs for the servicing options
  - Administration is presently exploring a new option to connect to the east with Brazeau County
  - Administration will request another meeting with the Developer to discuss this new servicing option when we have all the information
  
- 2) Proposed Opportunity Home Treatment and Recovery Centre at 5219-53 Ave.
  - Planning has been discussing this proposal with the Applicant and support the proposal, however a redistricting is required
  - The proposed use is not a permitted or discretionary use under the existing General Commercial District
  - The lot must be redistricted to the Special Community Services District where Medical Care Facilities are permitted uses
  - Administration is hoping to bring the proposed redistricting to the Dec. 15, 2021 meeting for First Reading
  
- 3) Headwaters Alliance Steering Committee (HASC) Meeting Dec. 2, 2021
  - I participated with Councilor Evans in my first HASC meeting
  - The session was dedicated to member orientation
  - The next meeting will be scheduled early in the new year

Thank you, that concludes the Planning report.

# Department Report

Department: Infrastructure.

General Manager: Owen Olynyk.

Date of Regular Council Meeting: December 22, 2021.



## **INFORMATION PRESENTED:**

### **1) Landfill**

- Landfill Operations RFP has received two compliant bid submissions and have made a selection based on the RFP scoring criteria. Award letter will follow and contract signing to be completed soon.

### **2) Utilities**

- Two reservoir pumps have been ordered and will arrive in 12-16 weeks. Timeframe is contingent on supply chain issues due to Covid which was communicated to the Utilities department. One of the two pumps is rebuildable and Utilities will continue to cycle through the remainder of the pumps one at a time to be rebuilt, eventually resulting in a spare rebuilt pump for backup purposes.
- Raw water intake basin is fluctuating between 0.6m to 1.2m, Utilities supervisor will be contacting Transalta to forecast any releasing of hydrodam water in upcoming months in order to monitor water levels.
- River study internship through U of A is working hard on researching North Saskatchewan River shift to compile data for upcoming raw water intake engineering study, contingent on Council budget approval.

### **3) Public Works**

- New site renovations are 90% complete.
- Public Works has finished majority of the interior transition. Outbuildings and exterior assets at the Westyard will be moved in spring.

### **4) Engineering**

- C.E.T is currently working on updating TODV Engineering design standards during the winter months.

### **5) Facilities Maintenance**

- Facilities Manager reviewing janitorial contract submissions that were submitted from the Town's RFP process. Award and contract signing to happen before new year.
- Discovery Park outdoor rink puckboard installation is now complete.

# Department Report

Department: Community Services Department.

General Manager: Lola Strand, Community Services Manager

Date of Regular Council Meeting: December 22, 2021.



## INFORMATION PRESENTED:

1. Early Childhood Development Centre
  - November 22 the Province announced they had come to an agreement with the Federal government to implement a National Child Care plan beginning in 2022. Details of this will be shared across the childcare sector in the weeks to come. We want to thank our Town Council for all their support in advocating for this. There is still plenty of discussion of municipal child car operations, and we look forward to sharing those details as they are presented.
2. Drayton Valley and District FCSS/Homelessness & Poverty Reduction
  - The Homelessness and Poverty Reduction Team has receiving funding from the province to run a Mat Program Shelter again until the Shelter Pods are in place and operational. An advertisement for the hiring of Mat Program Supervisors is out and the submission deadline is December 15<sup>th</sup>.
  - The FCSS Board met on December 6<sup>th</sup> to consider grant applications submitted for 2022 FCSS Funding. The FCSS Board awarded grants to the following community organizations:
    - Wild Rose School Division - Family Wellness Program \$20,000
    - Pembina Crisis Connection Society \$20,000
    - Brighter Futures Nutritious Beginnings Program \$4,095
    - Burden Bearers Subsidized Counselling \$5,000
    - Drayton Valley Municipal Library - Summer Reading Program \$4,000
    - Drayton Valley Omniplex A.L.I.V.E 55 Program \$25,000
    - Subsidized Counselling Partnership \$35,000
    - Total Grants Awarded is \$113,095
  - The Community Services Department, Fire Department, HR, Facility Manger and Safety Coordinator participated in ESS training and found the training helped us to feel better equipped to step into our roles should there be an emergency and also provided insight on things we can do now to be prepared for an emergency event.
  - The FCSSAA conference was held virtually on December 2<sup>nd</sup> and 3<sup>rd</sup> and was attended by staff and board members. Lola Strand presented with Dr. Ungar's RYSE team to share some of the results from the 5-year study on resiliency.
  - The Snow Angels Program has been able to assist every Senior who has requested help with snow removal so far this year.
  - The FCSS Office has seen an increase of foot traffic in our office as well as an increased number of phone calls from people requiring assistance. Cases we ae addressing are increasing in complexity and are taking longer to navigate (i.e. multiple complex issues - financial assistance - home support - hoarding - addictions - housing - counselling and family violence) We believe this increased demand on FCSS is the result of the Alberta Works Offices being closed the last 2 years due to the pandemic, with no set date of when they will be reopening.



- 6 young adults ages 19 to 27 have formed the RYSE to Action Team. The Team will be working together over the next year to develop projects to share the research results to community stakeholders about youth, adult, and community resiliency. Dr. Ungar is expected to visit Drayton Valley in January to share results with Council.
3. Ominiplex/MacKenzie Conference Centre/Total Works Fitness
- Handi-cap Access Doors have been installed in Omni 1.
  - Omni 2 Naming Agreement has been finalized with Pembina Pipeline.
  - Senior Fitness Classes have been taking place with a minimum of 30 attendees per session.
  - Men's Recreation League has started with each team instituting the REP program.
  - Getting lots of out of town tournament requests, may be becoming a Hub for Edmonton "suburb" tourneys.
4. Park Valley Pool
- Mini Minnows is a new program that was developed by pool staff to meet the needs of this community by offering a swim camp for ages 3 to 5. We implemented this program for the first time this fall, and it was a huge success. This program has seen 100% enrollment and it will now become a program that we will offer to the community on a continual basis.
  - Bronze Medallion and Cross, National Lifeguard, Oxygen administration and AED, Babysitter's First Aid and Standard First Aid courses have been well attended this year. 35 additional Red Cross lessons were completed this fall with 95% registration. Junior Lifeguard competitive club has 34 enrolled and the recreational club has 25. 3 groups of Dolphins ran this fall with max registrants. JLC competitive club just competed in their first swim meet since the onset of Covid and the club placed 2<sup>nd</sup> over all.
  - Winter 2022 lessons are filling fast and are at roughly 80% capacity.
  - Park Valley Pool continues to partner with Local Businesses to bring recreational opportunities for the community with *our* free admission sponsored swims. Pd days, all Friday nights and each swim during Christmas break is sponsored and we are currently booking into Mid-March of 2022.
  - We are currently the hot spot in Alberta for facilities that are running 1/3 fire code capacity and we have had the pleasure of serving patrons from as far away as Edmonton, St. Albert, Calgary and Slave Lake (they came to our community just to swim).
  - The REP that *community* members started in order to attend aquacise classes is extremely well attended with 74 participants pre-registered.
  - Since reopening at the end of June, we have had 29 Special events swims to-date with an additional ten schedule during *Christmas* break.
  - Christmas pass sales are going quite well. We are offering the gift of safety this year as well with 1 hour swim to survive **family** swim lesson. This lesson teaches parents important safety tips and skills to keep our children safe around water
5. Community Services
- Administration is looking to secure a new management entity to assume the responsibilities in administering the Urban Housing Program. A Request for Proposal is being prepared; the deadline for submissions will be on January 28<sup>th</sup>, 2022.
  - Administration has approved the Eagle Point-Blue Rapids Parks Council's request to receive funding for their annual Family Day event. Details to follow.
6. Recreation
- Drayton Valley Slo-Pitch meeting set to take place on December 13<sup>th</sup>.

# Department Report

Department: Enterprise and Growth.

General Manager: .

Date of Regular Council Meeting: December 22, 2021.



## INFORMATION PRESENTED:

### Energy Program Coordinator Updates

- Submitted/presented Year 1 Quarter 2 report for MEM Program to MCCAC/CLEAResult
- Submitted FCM grant application for sub-metering project at Omniplex and Civic Centre
- Drafted TOR for Environment and Climate Action Committee
- Adapting CEIP Market Study for Drayton Valley
- Reviewed Milestone 1 report for ART Program
- Advocacy efforts for utility delivery charges
- Building energy performance models for Town facilities in RET Screen

### Education Coordinator Updates

- The mystery PSI officially revealed their identity to us on December 2<sup>nd</sup>. Olds College has agreed to offer the Business Administration Management certificate program to international and domestic students for one year in DV. If all goes well, they would be willing to extend for a multi-year agreement. They have finalized their contract with Everest to recruit 20-25 international students for a program start of September 2022. Olds College Registrar and Business Program Dean will be visiting us on December 21<sup>st</sup> at the CETC for a tour of our facility and an introductory meeting. We will work with them to finalize the details of the contract between the Town and Olds College regarding space utilization at the CETC, transportation, and student support services.
- Education Open House on Nov 23<sup>rd</sup> was well attended – approx. 50 members of the community.
- Drafted TOR for Education Committee.
- U of A Research Team has reached out about another potential funding opportunity from the province on which they would like to partner with the Town of DV. The [Civil Society Fund](#) is accepting applications from Universities in this round, for projects that explore social recovery and inclusive economic participation. They are especially interested in projects that look at how 'civil society' (the social sector, industry, education, government) can build their capacity to work together with the Business Support Network and education advisory committee we are developing. The U of A will be developing some research questions and will ask for a letter of support from the Town to accompany the application, which is due December 17th. If successful, the funding would allow us to extend our time working with the U of A research team for another year beyond the current Future Skills funding.
- Due to the delayed AB Health site approval process, we do not yet have a start date for the Health Care Aide Certificate program. We are hopeful that Mayor Dodds' advocacy with MLA Mark Smith will expedite AB Health's licensing of the program. Since we had anticipated utilizing a large portion of our Zero-Fee Tuition funds for these students in 2021, Finance has agreed to roll over those funds into next year's budget to use for students in that program. The Health Care Aide Academy has received 24 applications from local and surrounding area students for the program so far.

### Economic Development Coordinator Updates

- Working with future skills center and U of A on pilot accelerator program. The pilot program is underway, and the budget is being set for allocation of funds to be put toward the BSN and

Networking events. I attended an orientation for the program and our next meeting is scheduled for January 13<sup>th</sup>. We have submitted our first Problem Review to document the purpose and progress of the initiative.

- The agenda and overall goals for the BSN have been established and the first meeting is set for January 19<sup>th</sup>. A 'save the date' is being sent out to all those invited to the first meeting.
- Working with Alberta Innovates and CARIN to enhance the economic eco-system in the region (on-going)
- brainstorming ideas for first networking event to be held in February 2022
- getting welcome package online and ready to launch in the new year
- planning hemp seminar with AHA and Brazeau County to be held in February 2022
- Starting community engagement with all the local businesses. The downtown core will be targeted first, and then the Town will be divided into sections to engage moving forward. Progress and feedback will be relayed to Council as it is received.
- Working with Alberta Social Economy Ecosystem Development (AB Seed) to host their first ever workshop on social procurement at the CETC in March of 2022. More info to follow.
- Developing a strategic plan for economic development that aligns with Council's vision.
- Participating in the Civil Society fund as highlighted in the education update.
- Collecting data from the survey sent out in November that focused on Industry, training/education opportunities, and employment in the Drayton Valley area.
- Meeting with the County Economic Development team on a monthly basis to discuss opportunities and possibilities for collaboration.

# Department Report

Department: Protective Services

General Manager: Tom Thomson.

Date of Regular Council Meeting: December 22, 2021.



## **INFORMATION PRESENTED:**

### 1) Community Peace Officer

- The search for a new CPO continues and the job has been posted on the CPO Association Website. We have just recently received some more applications so we will continue the process until a successful candidate is found.
- We are excited to announce that our Bylaw Enforcement Officer Meghan Kennedy has just successfully completed her CPO Level 2 training which now enables her to continue in the performance of her duties and enforce all the provincial acts excluding moving traffic violations.

### 2) Animal Control

- It has been a busy year for animal control. To this point animal control has dealt with 122 animals including 34 dogs and 88 cats.
- 53 of those animals were returned to their owners.
- 60 were turned over to Cause for Critters or other animal adoption agencies for adoption.
- 7 were euthanized.
- 2 were adopted out through animal control.
- Animal Control has also issued 41 fines to animal owners who have been negligent in looking after their animals including 5 biting fines in which the animal bit a person or attacked and bit another animal.

### 3) Bylaw Enforcement

- The focus for Bylaw Enforcement in late summer and early fall was unsightly premises. Bylaw enforcement has been very successful bringing 9 files to a successful conclusion.
- Bylaw is currently focused on individuals that have not shoveled their sidewalk which makes it hazardous for people who are walking on the sidewalks.
- Now that Meghan has completed her CPO training, she will be able to focus on individuals who are not moving their vehicles for snow removal.

# Department Report

Department: Finance & Corporate Services

General Manager: Elvera Thomson

Date of Regular Council Meeting: Dec 22, 2021



## **INFORMATION PRESENTED:**

- 1) Year End Preparation
  - As the year comes to an end, our team is working on preparing working papers, reconciliations, and reports for the auditor.
- 2) 2022 Operating Budget
  - We are working on finalizing the first draft of the Operating Budget which will go through GM/CAO discussions before being presented to Council for deliberation.
- 3) Grants/Alternate Funding Sources
  - We are currently talking to other Municipalities that have used Grant Match to see if it will be a good fit for us.

## Information Items

9.0	Information Items	Pages 66-87
9.1.	Drayton Valley Municipal Library Board Meeting Minutes –October 21, 2021 and Stats – October 2021	67-74
9.2.	STAR Catholic School Board Meeting Highlights – November 2021	75
9.3.	FCSS Advisory Board Meeting Minutes – April 15, 2021, and October 8, 2021	76-79
9.4.	Drayton Valley RCMP Stats – November 2021	80-87

### **MOTION:**

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





## TOWN of DRAYTON VALLEY LIBRARY BOARD MEETING MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held  
October 21, 2021, Civic Centre Meeting Room

**PRESENT** Lyndara Cowper-Smith (Chair), Donna Gawalko (Vice Chair), Pat Adamson (Treasurer), Rosemarie Mayan, Karen Hickerty, Susan Schwindt, Sandra Blades,  
**Administration:** Doug Whistance-Smith (Director), Dana Crawford (Manager)

**ABSENT** Colleen Schoeninger

**GUESTS** Amanda Jeffrey (Trustee prospect)

### CALL TO ORDER

**Lyndara Cowper-Smith** called the meeting to order at **1:16 pm**.

The Board was informed of the outcome of the Municipal elections. Bill Ballas was re-elected to Town Council but expressed his intent to defer Board appointment to a new councilor-elect. Sara Wheale was not re-elected to Brazeau County Council. Appointments of elected members to the Board is expected prior to the November Annual Organizational Meeting.

### Quorum Declared

**Introductions** - Board meet & greet trustee applicant, Amanda Jeffrey.

### ADOPTION OF AGENDA

Additions/ Deletions/ Amendments: None

**MOTION 2021-085** **Donna Gawalko** moved to approve the agenda as presented. **CARRIED**

### ADOPTION OF MINUTES

Additions/ Deletions/ Amendments: None

**MOTION 2021-086** **Rosemarie Mayan** moved to adopt the **August 19** minutes as presented. **CARRIED**

### NEW BUSINESS

#### PLSB Red Tape Reduction Survey

Douglas Whistance-Smith reviewed highlights of the proposed changes to *Libraries Act* and *Regulations*. Some board members reported attended portions of PLSB's virtual engagement/ consultation sessions but did not respond to the online survey. The Director presented his survey response to the Board as information; the survey was submitted prior to the Friday, October 8 deadline.

*Discussion.* The Board voiced approval of the Director's responses.

#### Town & Board Memorandum of Understanding (MOU)

The Director confirmed that the most recent iteration of MOU with Town was signed in 1998. The 23-year-old agreement bears little relevance or logistics to current operations and needs update. The Director has prepared a draft MOU to define the Board financial and operational independence from Town, describe logistical roles and relationships between administrations and the shared responsibilities to ensure stable and sustainable library services.

*Discussion.* The Board voiced approval of the draft MOU.

**Action Item:** The Director will include a section on trustee succession and recruitment before forwarding to Town administration for further discussion and development.

### **Policies, Procedures, Appendices & Forms**

The Board reviewed policies affected by the definition of “Quorum” as 60% of serving trustees, including 2.2, 2.2.1 and 2.2.1.1. The Board also reviewed the proposed library closures for 2022 defined in Appendix 4-A. And correct budget line numbers were added to Form 5.1.4.1.

**MOTION 2021-087** **Donna Gawalko** moved to approve amended policies 2.2, 2.2.1, 2.2.1.1 and Appendix 4-A.  
**Susan Schwindt** seconded the motion. **CARRIED**

**Action Item:** The Director will insert updated Form 5.1.4.1 to staff policy manuals.

### **OLD BUSINESS**

#### **Policy Manuals**

Copies of policies, procedures and forms approved in June and August were distributed for insert into trustee copies of the policy manual.

The Director requested the return of manuals from elected members for newly appointed Council representatives to the Board.

#### **Rotary Library Items in Storage**

Surplus shelves and furniture have been in storage in a quonset on bookkeeper, Laurie Smith's property since the closure of Rotary Children's Library. Mrs. Smith offered to store items on short notice and has never asked for compensation as the quonset is primarily used as Bearpaw Ranch's shelter for petting zoo animals.

All items were recently moved into a sea can on the property to prevent damage from animal dust and moisture.

Mrs. Smith reported that she received offers to purchase some of the children's furniture items (craft tables/ chairs). Does the Board approve of her selling items at a “fair price”?

*Discussion*

**Action Item:** The Bookkeeper is instructed to consult with the Director (by phone) prior to approving any offer to purchase items in storage.

**MOTION 2021-088** **Susan Schwindt** moved to approve an honorarium of \$40 per month for duration that items have been stored on private property; the honorarium will be paid at the end of the fiscal year or once items have been removed from storage.  
**Sandra Blades** seconded the motion. **CARRIED**

### **REPORTS**

#### **Committee Reports**

- i. **Finance: Account Balance:** As of October 14, 2021, = **\$260,425**: includes Chequing (\$85,180), Savings (\$124,126), and Op. Reserve (\$42,882), Cap. Reserve (\$8,236).  
The Board reviewed the September (end of Q3) financial report as indicator of year-end budget estimates.  
The Director reported that final financial reporting for CSJ and FCSS grant has been completed and submitted.  
Appropriation request letters have been sent to Town and County administrations. A date has not yet been set for presenting the appropriation request to Brazeau County. The Director will present the appropriation request to Town Council at their November 3 meeting. The Board reviewed the Request for Decision (RFD) document.

- ii. **Personnel:** The Director's work anniversary is November 24. The Director's last review was conducted in 2020 resulting in an increase to salary level 2. The Board may conduct the administrative performance review annually or biannually.

*Discussion*

**Action Item:** The Director's next performance review will be scheduled in November 2022.

- iii. **Advocacy:** The Director contacted all elected councilors, including Town Mayor and County Reeve with messages of congratulations on behalf of the Library Board.

The Board is encouraged to continue lobbying for a new facility.

*Discussion.*

**Action Item:** The committee will communicate with Rotary Club to seek and secure support for a new facility.

**Manager's Report:** Dana Crawford provided a written report on adjustments to staff roles and responsibilities since return to duties. She also reports workplace stress levels due to ongoing unpredictability of pandemic and patron behavior; several incidents of abusive/ inappropriate conduct. The Director prepared a letter for staff to give to non-cooperative library users. The Manager cautions on expanding hours while staff are feeling burnout.

Space in the staff work areas is cramped and becoming unmanageable; the administrative team is working on a solution that includes relocating the service desk area and public computers. The proposed rearrangement will include cost of running electrical and Internet data lines.

**Action Item:** The Manager and Director will get quotes for cost of space rearrangement.

**Director's Report:** Doug Whistance-Smith presented stats for August along with updated graphical analysis for data from 2018 to present.

#### **Trustee Reports:**

Lyn presented years of service awards to Rosemarie Mayan and Susan Schwindt for completing appointments. Rosemarie Mayan and Susan Schwindt expressed intent to continue service on the Board.

Amanda Jeffrey expressed an interest in joining the Board when a vacancy opens. She also expressed an interest in forming a Friends of Drayton Valley Library Society.

*Discussion.*

**Action Item:** The Director will schedule a Friends planning meeting with Lyndara and Amanda.

The Board reviewed the Request for Decision document for Town Council trustee appointments and offered edits to wording of potential motions.

**MOTION 2021-089** **Pat Adamson** moved to submit the amended Request for Decision document to Town Council nominating Susan Schwindt and Rosemarie Mayan for member-at-large re-appointment to the Board. **CARRIED**

#### **CORRESPONDENCES**

##### **Incoming Information Items:**

- **Sep 1:** (emails) Town admin and Director re Town advertising Library Board vacancies.
- **Sep 20:** Andrew Skeith, RMRF LLP: executed release concludes personnel legal matter.

- **Sep 24:** Karla Palichuk, YRL Director – press release re new branding and vision for YRL.
- **Oct 1:** Karla Palichuk, YRL Director re 2022 regional budget, trustee appointments and orientation on role of regional library.
- **Oct 6:** Sabine Landmark (Town admin) forwarding new prospect trustee application for Amanda Jeffrey.

**Action / Decision Items:**

- **Oct 13: CRA** - Discrepancies noted in CPP & EI deductions from 2020 tax year. Library owes CRA \$821 for RP0001 and has a credit of \$212 for RP0002. Discrepancy arose from 10% COVID temporary wage subsidy. Recommend using credit from RP0002 towards debt on RP0001 and pay remaining balance via cheque.
- **Oct 19:** Navigate Group/ Cooperators re employee health benefits option for removing vision care from plan. 100% of employees wear Rx glasses; so far in 2022 staff have filed \$1400 in vision claims (>25% of all health claims). Removing vision coverage is not advised.

**Outgoing Items:**

- **Aug 23:** Director to trustees, reminder of PLSB's Red-Tape Reduction public consult sessions for legislation review.
- **Sep 20:** CAO Shawn McKerry, re 2022 Budget & Brazeau County appropriation request. No reply to date (pending results of municipal election).
- **Sep 20:** Acting CAO Annette Driessen, re 2022 Budget & Town appropriation request. No reply to date (pending results of municipal election). RFD document will be required.
- **Oct 1:** Town Council, re formal nomination letter for Rosemarie Mayan re-appointment to accompany application and RFD at council meeting Nov 2.
- **Oct 1:** Town Council, re formal nomination letter for Susan Schwindt re-appointment to accompany application and RFD at council meeting Nov 2.
- **Oct 19:** Congratulatory emails sent to Mayor N. Dodds and all elected Town Councilors: B. Ballas, T. McGee, A. Gammana, C. Clarke, R. Evans, M. Sherriffs.
- **Oct 20:** Congratulatory emails sent to Reeve B. Guyon and all elected County Councilors: D. Wiltse, K. Westerlund, A. Heinrich. **Oct 22:** *Brazeau Executive Assistant, Tina Scharfl, forwards congratulatory emails to first-time Councilors: D. Ekstrom, R. Swap, C. Brooks.*

**MOTION 2021-090** *Donna Gawalko* moved to accept correspondence items. **CARRIED**

**NEXT MEETING:** **Annual Organizational Meeting: Thursday, November 18<sup>th</sup> @ 1:15 pm**

**MOTION 2021-091** *Karen Hickerty* moved to adjourn meeting at **3:10 pm**. **CARRIED**

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Board Chair

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Library Director

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

# Drayton Valley Libraries Monthly Stats – October 2021 Page 71 of 87

## Patrons

ME Library users	6
Patron e-Registrations	71 renewals + 26 new
Patron Records Deleted	3
<b>TOTAL Patrons</b> (includes active & inactive patron records)	<b>3040</b>
<b>Where They Live:</b> DV Town: 1833 + Brazeau: 1062 /1326 (233 registered @ Breton) + Other: 145	
DV Town Pop <sup>n</sup> = 7235	Brazeau County Pop <sup>n</sup> = 7771 (6295 adjusted*) TOTAL Pop <sup>n</sup> = 13530*
DV Library Users/ Pop <sup>n</sup> = 25.3% Town	DV Library Users/ Pop <sup>n</sup> = 16.9%* BC TOTAL/ Pop <sup>n</sup> 22.5%

<b>Public Access</b> - Potential Hrs (Hours: M & F 10am-5pm / T-Th 9am-8pm) Summer sched (x-Sat-x)	215 hrs
<b>Closures:</b> Stat & Holiday / Staff shortage	(-11/ 0 hrs)
<b>Actual Open Hours</b>	<b>204 hrs</b>

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

Curbside Pick-ups (service was re-introduced Sept 20, but not well accessed)	0
Exams	7
Public Computer Use:	262 Sessions / 9095 Min (151 Hrs)
<b>Outreach Services</b> (Wishing Well, Shangri-La, Hospital, Seasons & 2x homebound)	1 dates/ 13 clients/ 6 locations
<b>Special Reading Services</b> (CELA for Visual impairment)	3 dates/ 2 clients/ 60 item circs
<b>Special Computer Assistance</b> (Job search, research, reference, etc.)	2 clients

## Collections

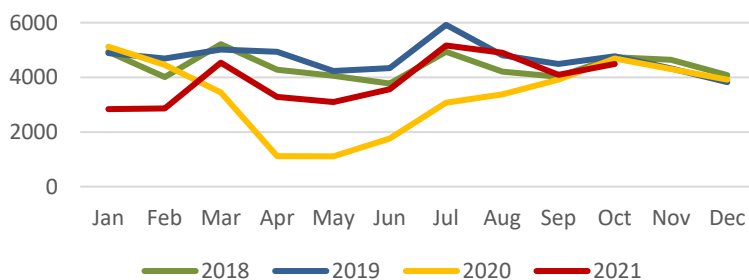
### Total Item Inventory 29890

Items Added	110
Items Deleted	0
Items Withdrawn	21

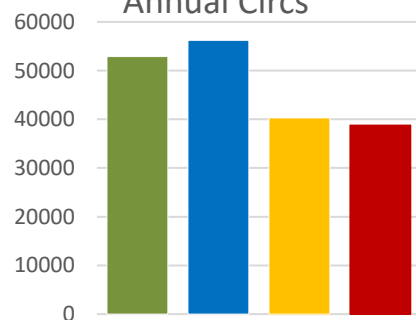
## Circulations

Check-Outs	4484
# Patrons	437
Check-Ins	3638
Overdue CKIs	347

Physical Item Circulations: Check-Out



Annual Circs



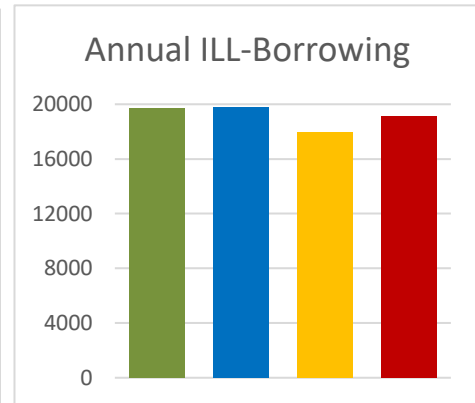
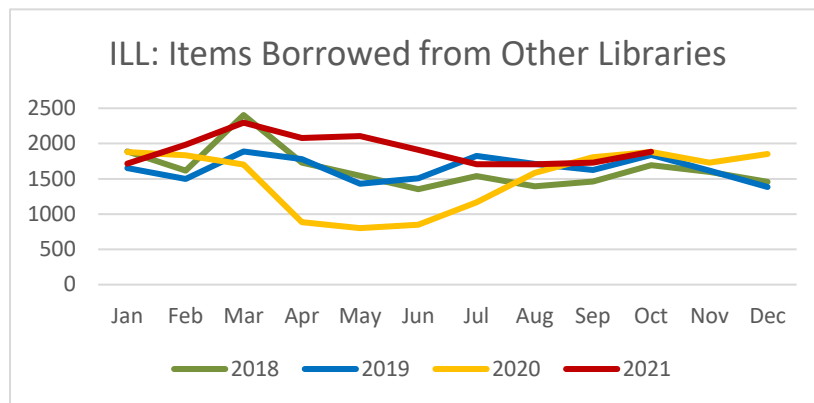
## Public Access Catalogue (TRACpac) = Patron self-directed activity

Log-ins	900
Item Renewals	514
Patron Generated Holds	865
Patron Cancelled Holds	25

**Wi-Fi Usage:** Data not available since Aug 9

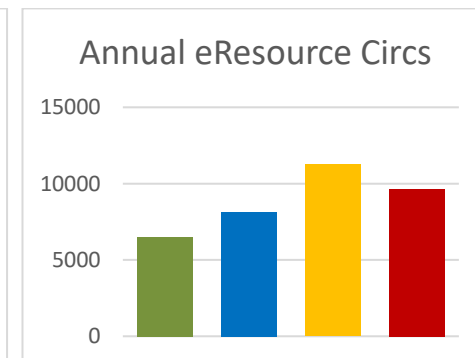
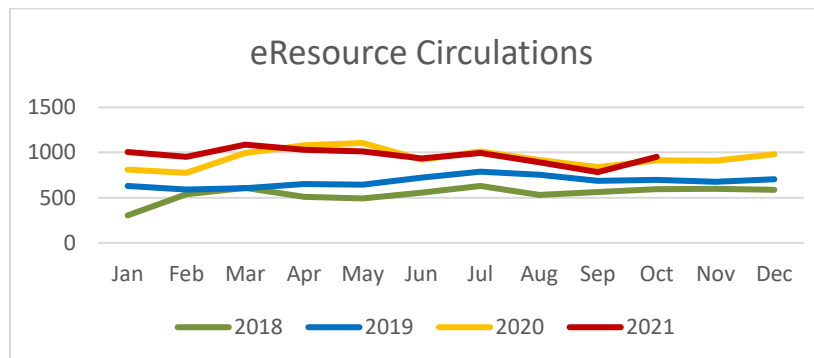
## ILL & Holds

Staff Generated Holds	344
Holds Satisfied	948
Holds Cancelled	149
ILL-Items Borrowed (from other libraries)	1884
ILL - Items Lent (to other libraries)	1228



## eResources

CloudLibrary	21
Hoopla Circs	(Average Value \$168) 91
OverDrive Circs: eMagazine (49), eBook (453) & Audio (337) Check-outs	839
Press Reader (YRL-system circs)	(10,122)
Website	Users: 480 / Sessions: 768 / Page Views: 1847



## Library Awareness & Networking

Pumpkin Walk	~1200 (contributed 5 pumpkins & 1 book walk)
Interagency (1 meeting)	12 attended (17 video views)
Community Parenting Coalition (1 meeting)	10 attended
Monthly Newsletter	150(+) printed
Programs e-Newsletter	187 distributed via listserv subscription (118 opened)
Monthly Newspaper Ad	1 (DV Free Press newsletter summary)
Newspaper Articles	1 (Living Library)
DV Free Press: Four publication dates in October	
Email distribution	[12,538 total emails (~3135 emails/ week)] 11,322 opened monthly (out of 12,538 email list) = 90%
Print distribution	4400 monthly paper copy distributions (~1,100/ week)
Total email & print copies viewed	15,722
Website & Facebook	4587 web-views / 1759 FB followers (1699 FB likes)



## October 2021 Programs & Activities

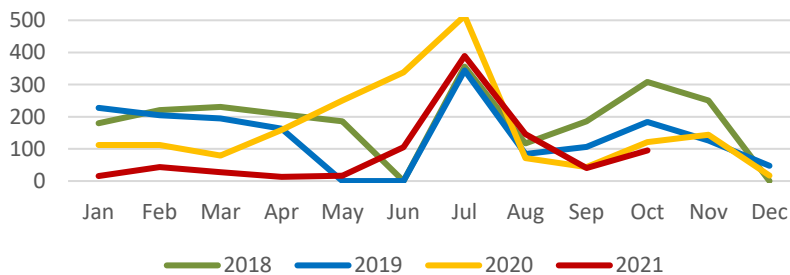
	Posts	Followers	Reached	Impressions	Engagements	Video Views
Facebook	70	989	9855	10663	450	3.5 hrs
Instagram	9	271	87	389	16 visits	N/A
Twitter	8	684	NA	777	410 visits	N/A
YouTube	7	29	120	2237	63	16.1 hrs

### Children Programs

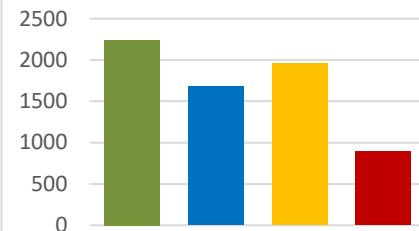
		Sessions	Participants	Views
Homeschool Connect	Outdoor / Kit	4	28 (in-p) & 25 kits	NA
Little Laps Rhyme	Virtual	3	NA	8
Story on Request	Virtual	5	NA	2
Story Music Craft	Outdoor / Kit	4	0 (in-p) & 8 kits	NA
YouthInk Book Club Novice	Outdoor / Kit	2	0 (in-p) & 6 kits	NA
YouthInk Book Club Junior	Outdoor / Kit	2	6 (in-p) & 12 kits	NA

**20 sessions    85    +    10    = 95**

Children's Program Attendance



Annual Children's Program Attendance

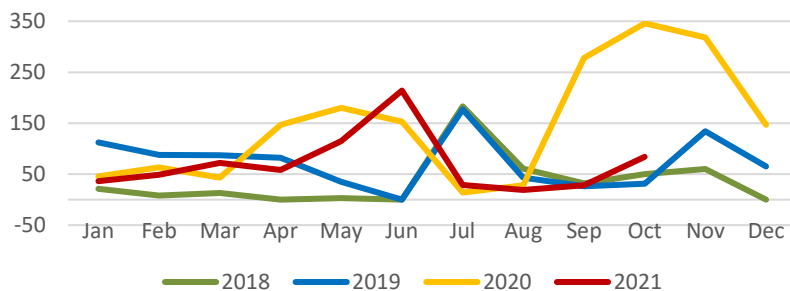


### Youth Programs

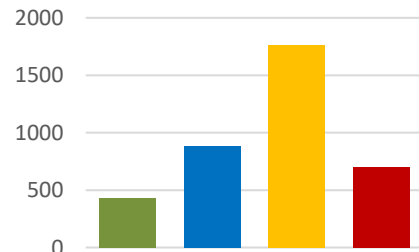
		Sessions	Participants	Views
Code Club	Virtual	5	10 (vir)	NA
Creative Steam (w/ FRN)	Virtual / Kit	4	11 (vir) & 55 kits	NA
YouthInk Book Club Intermed.	Virtual / Altern.	2	4 (vir) & 4 (alt)	NA

**11 sessions    84    +    0    = 84**

Youth Program Attendance



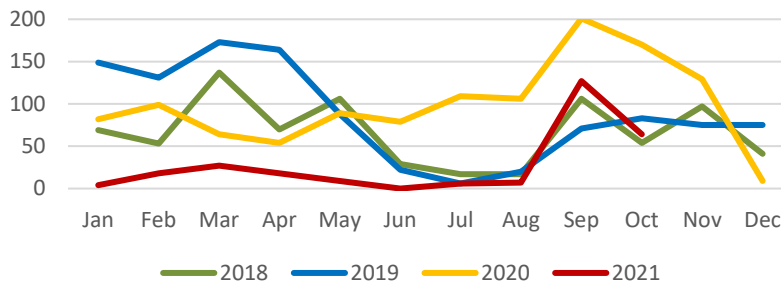
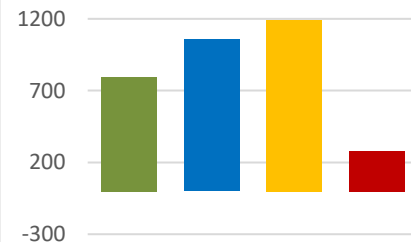
Annual Youth Program Attendance



**Adult & Sr. Programs**

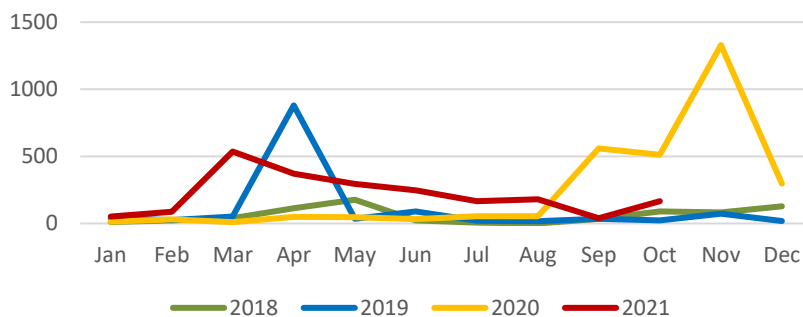
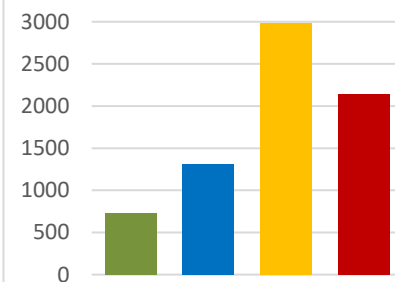
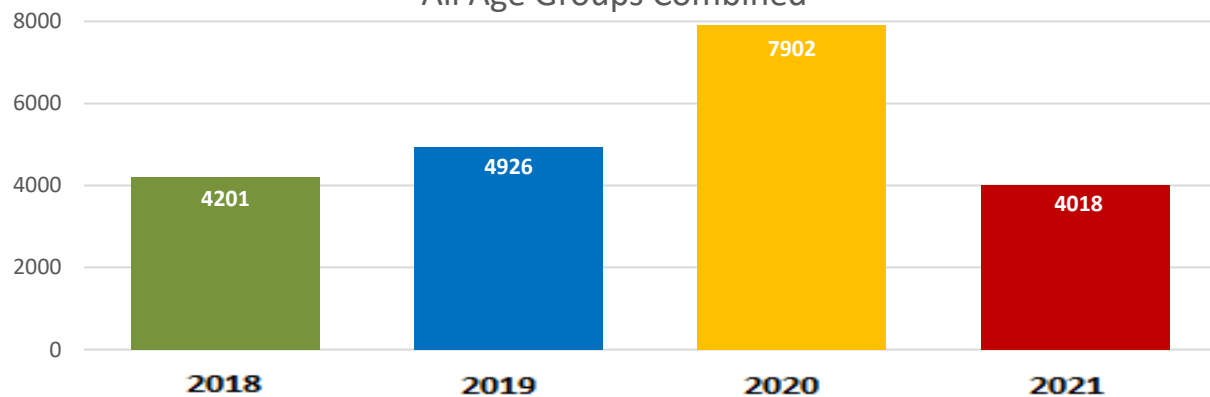
		<b>Sessions</b>	<b>Participants</b>	<b>Views</b>
Adventures in Art (w/ Fine Art Soc.)	Virtual / Kit	1	3 (vir) & 15 kits	2
Crazy Fun Craft Time	Outdoor / Kit	5	10 (in-p) & 22 kits	NA
Digital Book Tasting	Virtual	1	NA	10
Non-Fiction Book Club	Outdoor / Virtual	1	2 (vir)	NA

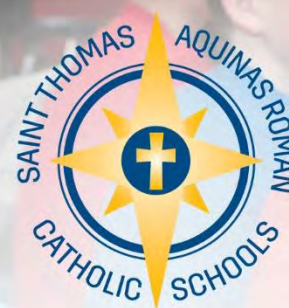
**8 sessions      52      +      12      = 64**

**Adult Program Attendance****Adult Program Attendance****Family & Multigenerational Programs**

		<b>Sessions</b>	<b>Participants</b>	<b>Views</b>
Games for Everyone	Outdoor / Virtual	2	0	18
Craft Kits (Aim/BF/CPC/FRN)	Take Home	1	110 kits went out	NA
Smile Buttons	Take Home	1	7	NA
Digital Breakout Club	Breakout EDU	2	31	NA

**6 sessions      148      +      18      = 166**

**Family & Generational Program Attendance****Family Multi-Gen. Program Attendance****Total Annual Program Attendance:  
All Age Groups Combined**



# Souls Seeking Christ

ON A JOURNEY OF FAITH, LEARNING AND LOVE

## Board Meeting Highlights – November 2021

### DATES TO REMEMBER

#### Next Board Meeting

Wednesday,  
December 15, 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

##### Henry Effen

Chair  
Wetaskiwin

##### Donna Tugwood

Vice Chair  
Lacombe

##### Marilyn Burke

Ponoka

##### Jolyne De Marco

Leduc

##### Michael Linner

Drayton Valley

##### Dawn Miller

Leduc

##### Liz Taylor-Sirois

Beaumont

#### Annual Education Results Report

The Board **approved the Division's** Annual Education Results Report (AERR) as presented.

#### Transfer of Reserves Funds

The Board approved the transfer of funds to operating and capital reserves for last school year, which ended on August 31, 2021.

#### Audited Financial Statements

The Board heard a presentation on and received the Audited Financial Statements dated August 31, 2021 as information. The Board approved the release of the statements to the public and to Alberta Education.

#### Christmas Office Closure

**The Board heard that the Division's** Central Office will be closed for Christmas Break from December 24-31.

#### MLA Meeting

The Board expressed its desire to meet with local MLAs and directed Administration to coordinate a meeting in the spring of next year.

#### Student Demographic Data

The Board viewed updated data of the percentages of: English Language Learners; First Nations, Métis, and Inuit students; and Inclusive Education students. The percentage of each demographic has not changed significantly over the last five years, however, the percentage of Tier 3 students in the Inclusive Education demographic rises each year, with a 3.5% increase from 2019 to 2020.

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



11:00 am on April 15<sup>th</sup>, 2021  
Virtual

## MINUTES

Present: Wendell Smith Ethel Mankow Fayrell Wheeler  
Marc Gressler Pamela Hillier Sandra Blades  
Staff: Lola Strand Emily Hickman

1. Call to Order and Introductions  
Meeting called to order at 11:02am
2. Agenda
  - 2.1. Additions or Deletions  
No additions
  - 2.2. Approval of Agenda  
**MOTION (21-10)** by Marc to approve the agenda as presented. All in favor. Motion CARRIED.
3. Minutes
  - 3.1. Approval of the December 7th, 2020 Meeting Minutes  
**MOTION (21-11)** by Sandra to approve the Dec 7. All in favor, Motion CARRIED.
  - 3.2. Distribution of the approved August 20<sup>th</sup>, 2020 and October 14<sup>th</sup>, 2020 Meeting Minutes
4. Program Management
  - 4.1. Financial Statement  
Received another homelessness provincial grant listed outside of normal FCSS funds – specifically for the Community Mat Program  
Accepted for information
5. Items for Discussion
  - 5.1. COVID-19 challenges and opportunities  
Grocery Delivery program  
On-line delivery of workshops – registrations has outstripped capacity in some cases.  
Sessions have been made available via YouTube as a result  
Mental Health  
Trauma Informed Care  
Food Security Group  
Food Bank reporting a slow-down recently  
Brighter Futures basic shelf program – funding period has ended so program has ended, all leftovers went to the Food Bank  
Grow Bags – costs have doubled since last year, so we have taken on partners (Brighter Futures & Aim for Success)  
Subsidize Counselling services – update was significant, funds all expended, Burden Bearers have applied for funding outside of FCSS to continue the service.

Drayton Valley and District FCSS Board Agenda

Page 3 of 3

7. Next Meeting Date

Ad Hock meeting to discuss and vote on the DV Library application on April 29 via Zoom  
Next full board meeting will be October 8, 2021 at 1pm – 4pm. Location TBD.

8. Adjournment

MOTION 21-15 by Sandra to adjourn the meeting at 1:29pm  
Motion CARRIED

Motion & Vote regarding grant for Drayton Valley Municipal Library by Email May 5, 2021

MOTION (21-16) by Marc Gressler to award \$4700 to the Drayton Valley Municipal Library for their Summer Reading Program.  
See attached emails for vote.  
Motion CARRIED

Approved October 8<sup>th</sup>, 2021

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Wendell Smith, Board Chair



1:00 pm on October 8<sup>th</sup>, 2021  
Virtual

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## MINUTES

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Present: Wendell Smith      Fayrell Wheeler      Marc Gressler      Sandra Blades  
Staff: Lola Strand      Emily Hickman

1. Call to Order and Introductions

Meeting called to order at 1:02PM

2. Agenda

2.1. Additions or Deletions

No additions or deletions

2.2. Approval of Agenda

**MOTION (21-17)** by Marc Moves to adopt the agenda as presented. All in favour. **MOTION CARRIED**

3. Minutes

3.1. Approval of the April 15<sup>th</sup>, 2021, Meeting Minutes

**MOTION (21-18)** by Marc to approve the April 15, 2021 meeting minutes as presented. All in favour. **MOTION CARRIED**

Sandra Seconded

3.2. Distribution of the approved December 7<sup>th</sup>, 2020, Meeting Minutes

For Board information

4. Program Management

4.1. FCSS Board – Expiration of terms – Hannah Luckwell, Wendell Smith, Sandra Blades, Marc Gressler, Fayrell Wheeler

Neither Marc or Fayrell are running for their respective councils again and so will not be coming back to the FCSS board – there will be 2 new council members, Sandra, Wendell and Hannah have all re-applied

Board would like to host a farewell lunch for departing members in the future/when able

4.2. Financial Statement

Currently under budget for FCSS programs, community development & administration

Taken for information

5. Items for Discussion

5.1. COVID-19 challenges and opportunities

Opportunities

Able to provide more workshops via Zoom – increases the number of participants we can include.



Drayton Valley and District FCSS Board Agenda

Page 3 of 3

**MOTION (21-22) by Fayrell moves to award \$10,000 of the requested \$20,000 to the Drayton Valley Preschool Society**

Seconded by Marc

All in favour

**CARRIED**

Priority – local economic & social efforts to address poverty & improve wellbeing of community

6.3.5. Aim for Success – Not Myself Today

**MOTION (21-23) by Marc moves to approve \$2000 to Aim for Success for the Not Myself Today program**

Seconded by Sandra

All in favour

**CARRIED**

Priorities – enhancing access to mental health & personal wellbeing

6.3.6. Evergreen School – Promoting Wellness Strategies for Staff

**MOTION (21-24) by Marc to award \$2000 of the requested \$6000 to Evergreen School for Promoting Wellness Strategies for Staff**

Seconded by Sandra

All in favour

**CARRIED**

Priorities – enhancing access to mental health & personal wellbeing

7. Adjournment

**Motion (21-25) by Fayrell to adjourn**

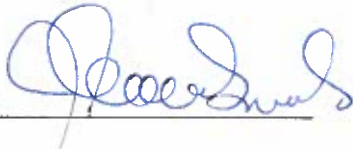
Meeting adjourned 2:28PM

8. Next meeting date

December 6, 2021 at 1:00PM

Virtual

Approved by:



Wendell Smith, FCSS Board Chair



## Drayton Valley Municipal Crime Gauge

2021 vs. 2020  
January to November

### Criminal Code Offences



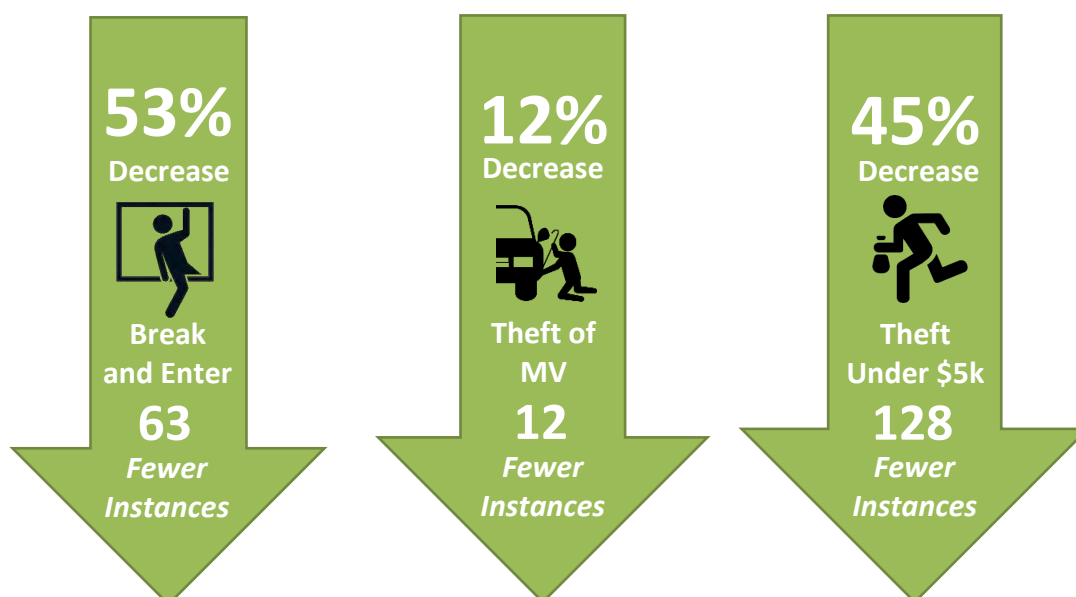
**Total  
Criminal Code  
Offences:**

# 20%

**Decrease**

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

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

December-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	2	0	N/A	-100%	0.1
Robbery		5	3	5	4	0	-100%	-100%	-0.9
Sexual Assaults		14	8	6	11	12	-14%	9%	-0.1
Other Sexual Offences		6	15	3	7	12	100%	71%	0.4
Assault		97	135	90	102	106	9%	4%	-1.5
Kidnapping/Hostage/Abduction		4	2	3	2	1	-75%	-50%	-0.6
Extortion		0	1	2	1	3	N/A	200%	0.6
Criminal Harassment		21	19	26	24	36	71%	50%	3.5
Uttering Threats		35	41	42	38	33	-6%	-13%	-0.7
<b>TOTAL PERSONS</b>		<b>182</b>	<b>225</b>	<b>177</b>	<b>191</b>	<b>203</b>	<b>12%</b>	<b>6%</b>	<b>0.8</b>
Break & Enter		96	161	106	119	56	-42%	-53%	-12.2
Theft of Motor Vehicle		80	114	122	98	86	8%	-12%	-0.4
Theft Over \$5,000		7	20	8	15	12	71%	-20%	0.5
Theft Under \$5,000		315	484	321	283	155	-51%	-45%	-52.1
Possn Stn Goods		44	85	78	65	52	18%	-20%	-0.4
Fraud		62	83	68	75	53	-15%	-29%	-2.6
Arson		2	3	4	7	7	250%	0%	1.4
Mischief - Damage To Property		0	0	58	153	136	N/A	-11%	42.5
Mischief - Other		201	212	148	91	101	-50%	11%	-32.1
<b>TOTAL PROPERTY</b>		<b>807</b>	<b>1,162</b>	<b>913</b>	<b>906</b>	<b>658</b>	<b>-18%</b>	<b>-27%</b>	<b>-55.4</b>
Offensive Weapons		15	19	17	19	18	20%	-5%	0.6
Disturbing the peace		88	80	84	71	77	-13%	8%	-3.1
Fail to Comply & Breaches		98	184	176	72	51	-48%	-29%	-20.6
<b>OTHER CRIMINAL CODE</b>		<b>35</b>	<b>47</b>	<b>45</b>	<b>33</b>	<b>32</b>	<b>-9%</b>	<b>-3%</b>	<b>-2.0</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>236</b>	<b>330</b>	<b>322</b>	<b>195</b>	<b>178</b>	<b>-25%</b>	<b>-9%</b>	<b>-25.1</b>
<b>TOTAL CRIMINAL CODE</b>		<b>1,225</b>	<b>1,717</b>	<b>1,412</b>	<b>1,292</b>	<b>1,039</b>	<b>-15%</b>	<b>-20%</b>	<b>-79.7</b>

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

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

December-03-21

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		1	1	0	0	1	0%	N/A	-0.1
Drug Enforcement - Possession		41	62	35	36	33	-20%	-8%	-4.2
Drug Enforcement - Trafficking		14	18	12	17	29	107%	71%	2.9
Drug Enforcement - Other		0	0	3	0	1	N/A	N/A	0.2
<b>Total Drugs</b>		56	81	50	53	64	14%	21%	-1.2
Cannabis Enforcement		0	0	1	1	1	N/A	0%	0.3
Federal - General		16	29	23	5	3	-81%	-40%	-5.0
<b>TOTAL FEDERAL</b>		72	110	74	59	68	-6%	15%	-5.9
Liquor Act		12	17	17	16	9	-25%	-44%	-0.7
Cannabis Act		0	4	3	5	5	N/A	0%	1.1
Mental Health Act		68	105	92	125	123	81%	-2%	13.0
Other Provincial Stats		118	155	166	236	242	105%	3%	32.9
<b>Total Provincial Stats</b>		198	281	278	382	379	91%	-1%	46.3
Municipal By-laws Traffic		5	2	3	3	1	-80%	-67%	-0.7
Municipal By-laws		93	96	76	87	63	-32%	-28%	-6.9
<b>Total Municipal</b>		98	98	79	90	64	-35%	-29%	-7.6
Fatals		1	1	0	0	0	-100%	N/A	-0.3
Injury MVC		6	11	7	2	5	-17%	150%	-1.1
Property Damage MVC (Reportable)		193	164	172	106	109	-44%	3%	-22.6
Property Damage MVC (Non Reportable)		20	22	20	23	16	-20%	-30%	-0.7
<b>TOTAL MVC</b>		220	198	199	131	130	-41%	-1%	-24.7
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		331	684	718	624	791	139%	27%	86.0
<b>Other Traffic</b>		13	10	18	12	9	-31%	-25%	-0.6
<b>Criminal Code Traffic</b>		58	82	93	77	70	21%	-9%	1.9
<b>Common Police Activities</b>									
False Alarms		225	191	74	71	59	-74%	-17%	-45.2
False/Abandoned 911 Call and 911 Act		101	114	111	92	81	-20%	-12%	-6.2
Suspicious Person/Vehicle/Property		102	157	195	209	144	41%	-31%	13.6
Persons Reported Missing		28	26	28	26	13	-54%	-50%	-3.0
Search Warrants		2	0	0	0	0	-100%	N/A	-0.4
Spousal Abuse - Survey Code (Reported)		160	144	185	173	147	-8%	-15%	0.3
Form 10 (MHA) (Reported)		0	0	4	8	12	N/A	50%	3.2

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

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

December-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	0	1	1	0	N/A	-100%	0.1
Sexual Assaults		1	1	0	1	2	100%	100%	0.2
Other Sexual Offences		0	2	0	1	0	N/A	-100%	-0.1
Assault		4	4	16	5	7	75%	40%	0.7
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	1	N/A	N/A	0.2
Criminal Harassment		2	1	2	2	5	150%	150%	0.7
Uttering Threats		5	3	10	0	0	-100%	N/A	-1.3
<b>TOTAL PERSONS</b>		<b>12</b>	<b>11</b>	<b>29</b>	<b>10</b>	<b>15</b>	<b>25%</b>	<b>50%</b>	<b>0.5</b>
Break & Enter		10	11	5	6	6	-40%	0%	-1.3
Theft of Motor Vehicle		8	10	13	0	8	0%	N/A	-1.0
Theft Over \$5,000		1	1	0	5	2	100%	-60%	0.6
Theft Under \$5,000		35	60	30	17	10	-71%	-41%	-9.3
Possn Stn Goods		4	6	4	3	1	-75%	-67%	-0.9
Fraud		4	9	4	6	4	0%	-33%	-0.3
Arson		0	0	0	2	0	N/A	-100%	0.2
Mischief - Damage To Property		0	0	14	10	24	N/A	140%	5.8
Mischief - Other		14	28	17	1	15	7%	1400%	-2.5
<b>TOTAL PROPERTY</b>		<b>76</b>	<b>125</b>	<b>87</b>	<b>50</b>	<b>70</b>	<b>-8%</b>	<b>40%</b>	<b>-8.7</b>
Offensive Weapons		1	1	2	0	0	-100%	N/A	-0.3
Disturbing the peace		11	8	11	3	8	-27%	167%	-1.1
Fail to Comply & Breaches		4	16	17	1	6	50%	500%	-1.1
<b>OTHER CRIMINAL CODE</b>		<b>3</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>33%</b>	<b>300%</b>	<b>0.0</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>19</b>	<b>28</b>	<b>32</b>	<b>5</b>	<b>18</b>	<b>-5%</b>	<b>260%</b>	<b>-2.5</b>
<b>TOTAL CRIMINAL CODE</b>		<b>107</b>	<b>164</b>	<b>148</b>	<b>65</b>	<b>103</b>	<b>-4%</b>	<b>58%</b>	<b>-10.7</b>

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

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

December-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		4	2	5	1	4	0%	300%	-0.1
Drug Enforcement - Trafficking		1	0	0	3	2	100%	-33%	0.5
Drug Enforcement - Other		0	0	1	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		5	2	6	4	6	20%	50%	0.4
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	2	0	0	0	N/A	N/A	-0.2
<b>TOTAL FEDERAL</b>		5	4	6	4	6	20%	50%	0.2
Liquor Act		0	0	1	0	3	N/A	N/A	0.6
Cannabis Act		0	4	0	0	0	N/A	N/A	-0.4
Mental Health Act		8	8	7	8	10	25%	25%	0.4
Other Provincial Stats		5	15	16	19	13	160%	-32%	2.0
<b>Total Provincial Stats</b>		13	27	24	27	26	100%	-4%	2.6
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		6	5	6	2	2	-67%	0%	-1.1
<b>Total Municipal</b>		6	5	6	2	2	-67%	0%	-1.1
Fatals		0	1	0	0	0	N/A	N/A	-0.1
Injury MVC		0	0	2	1	0	N/A	-100%	0.1
Property Damage MVC (Reportable)		32	19	27	8	12	-63%	50%	-5.1
Property Damage MVC (Non Reportable)		0	4	4	3	1	N/A	-67%	0.1
<b>TOTAL MVC</b>		32	24	33	12	13	-59%	8%	-5.0
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		35	65	61	43	104	197%	142%	11.6
<b>Other Traffic</b>		2	2	3	1	1	-50%	0%	-0.3
<b>Criminal Code Traffic</b>		4	8	16	6	4	0%	-33%	-0.2
<b>Common Police Activities</b>									
False Alarms		26	5	6	2	5	-81%	150%	-4.5
False/Abandoned 911 Call and 911 Act		11	11	11	6	8	-27%	33%	-1.1
Suspicious Person/Vehicle/Property		15	10	17	24	6	-60%	-75%	-0.4
Persons Reported Missing		1	3	3	2	1	0%	-50%	-0.1
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		7	9	22	6	13	86%	117%	0.9
Form 10 (MHA) (Reported)		0	0	1	0	1	N/A	N/A	0.2



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

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

December-03-21

Category	Trend	2017	2018	2019	2020	2021	FLAG
<b>Theft Motor Vehicle (Total)</b>		<b>80</b>	<b>114</b>	<b>122</b>	<b>98</b>	<b>86</b>	<b>Within Norm</b>
Auto		4	14	4	8	4	Within Norm
Truck		58	68	92	65	59	Within Norm
SUV		3	5	8	8	6	Within Norm
Van		1	2	0	0	0	Within Norm
Motorcycle		0	7	2	1	1	Within Norm
Other		13	14	13	14	14	Within Norm
Take Auto without Consent		1	4	3	2	2	Within Norm
<b>Break and Enter (Total)*</b>		<b>96</b>	<b>161</b>	<b>106</b>	<b>119</b>	<b>56</b>	<b>Within Norm</b>
Business		41	69	38	37	18	Within Norm
Residence		34	49	22	26	18	Within Norm
Cottage or Seasonal Residence		0	0	0	0	0	Within Norm
Other		18	31	33	47	19	Within Norm
<b>Theft Over &amp; Under \$5,000 (Total)</b>		<b>322</b>	<b>504</b>	<b>329</b>	<b>298</b>	<b>167</b>	<b>Within Norm</b>
Theft from a motor vehicle		128	249	128	124	68	Within Norm
Shoplifting		55	60	57	32	16	Within Norm
Mail Theft (includes all Mail offences)		5	10	4	10	2	Within Norm
Theft of bicycle		14	14	19	11	6	Within Norm
Other Theft		120	173	121	122	75	Within Norm

Mischief To Property		201	212	206	244	237	Within Norm
Suspicious Person/ Vehicle/ Property		102	157	195	209	144	Within Norm
Fail to Comply/Breach		98	184	176	72	51	Within Norm
Wellbeing Check		39	61	58	77	117	Issue
Mental Health Act		68	105	92	125	123	Within Norm
False Alarms		225	191	74	71	59	Within Norm

Traffic	Trend	2017	2018	2019	2020	2021	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		1	2	6	3	18	Issue
Occupant Restraint/Seatbelt Violations*		12	93	103	34	54	Within Norm
Speeding Violations*		25	25	11	39	51	Issue
Intersection Related Violations*		20	25	23	59	64	Issue
Other Non-Moving Violation*		53	276	244	217	266	Within Norm
Pursuits**		3	3	9	19	15	Within Norm
Other CC Traffic**		3	3	15	15	4	Within Norm

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

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

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

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

December-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	9	2	5	5	7	5	6	
Running Total	8	12	15	17	26	28	33	38	45	50	56	
Quarter	15			13			17			TBD		
Year over Year % Change	100%	-52%	-57%	-65%	-56%	-58%	-60%	-62%	-57%	-56%	-53%	

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

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

December-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	9	14	7	2	5	7	18	8	
Running Total	5	9	16	25	39	46	48	53	60	78	86	
Quarter	16			30			14			TBD		
Year over Year % Change	-69%	-73%	-67%	-54%	-43%	-39%	-42%	-40%	-36%	-20%	-12%	

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

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

December-03-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	34	46	30	22	27	21	22	27	16	21	17	13
Running Total	34	80	110	132	159	180	202	229	245	266	283	296
Quarter	110			70			65			51		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	14	8	13	19	15	14	14	17	12	19	10	
Running Total	14	22	35	54	69	83	97	114	126	145	155	
Quarter	35			48			43			TBD		
Year over Year % Change	-59%	-73%	-68%	-59%	-57%	-54%	-52%	-50%	-49%	-45%	-45%	

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

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

December-03-21

2020												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	21	26	8	12	13	9	9	6	5	7	8	9
Running Total	21	47	55	67	80	89	98	104	109	116	124	133
Quarter	55			34			20			24		
2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	9	4	8	9	8	2	8	7	4	7	2	
Running Total	9	13	21	30	38	40	48	55	59	66	68	
Quarter	21			19			19			TBD		
Year over Year % Change	-57%	-72%	-62%	-55%	-53%	-55%	-51%	-47%	-46%	-43%	-45%	