



# AGENDA

## Regular Council Meeting

9:00 AM – Wednesday, November 9, 2022

Council Chambers

Call to Order  
Land Acknowledgement  
National Anthem

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2. ADOPTION OF THE AGENDA	
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11.1.	<b>Councillor Gammana</b>	
11.2.	<b>Councillor Clarke</b>	
11.3.	<b>Councillor Evans</b>	
11.4.	<b>Councillor Sherriffs</b>	
11.5.	<b>Councillor McGee</b>	
11.6.	<b>Deputy Mayor Ballas</b>	

**11.7. Mayor Dodds**

**12. COUNCIL ITEMS**

**12.1. Council-Initiated Items**

**12.2. What Happened This Week - Various Thoughts and Ideas**

**12.3. Round Table Discussion**

**13. INFORMATION ITEMS**

**14. ADJOURNMENT**



# MINUTES

## Organizational Meeting

9:00 AM - Wednesday, October 26, 2022  
Council Chambers

The Organizational Meeting of the Town of Drayton Valley was called to order on Wednesday, October 26, 2022, at 9:00 AM, in the Council Chambers, with the following members present:

**PRESENT:** Mayor Nancy Dodds, Councillor Amila Gammara, Councillor Bill Ballas, Councillor Colin Clarke, Councillor Monika Sherriffs, Councillor Rick Evans, and Councillor Tom McGee, Robert Osmond, Elvera Thomson, Hans van Klaveren, Ken Woitt, Tom Thomson, Bree Mastre, Jennifer Stone, Nathan Palovcik, Sabine Landmark, and Kelsey Baker

**ABSENT:**

**1. CALL TO ORDER**

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

**2. LAND ACKNOWLEDGEMENT**

**3. ADOPTION OF THE AGENDA**

**Councillor Sherriffs moved to adopt the Agenda for the October 26 Organizational meeting as presented.**

**4. DECISION ITEMS**

**1. Council Committee Appointments**

4.1 (A) Ad Hoc Committee

4.2 (B) Terms of Reference

4.3 (C) Council Internal and External

Committees

CAO Rob Osmond presented Council with the option of adding an Ad Hoc Committee.

Mayor Dodds called a break at 10:13a.m.

Mayor Dodds reconvened the meeting at 10:27a.m.

**2. Brazeau Foundation Board Appointment - Community member at Large for the Town of Drayton Valley**

**G108/2022**

***Councillor Tom McGee moved that Council appoint Mrs. Jeannette Vatter as a Community Member at Large for the Town of Drayton Valley on the Brazeau Foundation Board for a one (1) year term, ending October 31, 2023.***

**Carried**

3. Drayton Valley Municipal Library Board Member Appointment/ Brazeau County Council Member

**G109/2022**

***Councillor Rick Evans moved that Council appoint Karen Hickerty, and Sandra Blades as Members-at-Large to the Drayton Valley Municipal Library Board for a three (3) year term expiring October 31, 2025.***

***And further Council ratify the Appointment of County Councillor Randy Swap to the Drayton Valley Municipal Library Board.***

***and lastly that Council postpone the decision on the final appointment until additional information is received from the Library.***

**Carried**

4. FCSS Board Appointment - Brazeau County Community Representative

**G110/2022**

***Councillor Monika Sherriffs moved that Council appoints Mrs. Ethel Mankow as the Brazeau County Community Representative for the FCSS Board for a term of two (2) years ending October 31, 2024.***

**Carried**

**G111/2022**

***Councillor Bill Ballas moved that Council appoint the representatives to the internal and external committees as outlined in the document. homeless, ryse disbanded***

**Carried**

**5. ADJOURNMENT**

Mayor Dodds Adjourned the Meeting at 10:53a.m.

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Committee Chair

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CAO



# MINUTES

## Regular Council Meeting

9:30 AM – Wednesday, October 26, 2022  
Council Chambers

The Regular Council Meeting of the Town of Drayton Valley was called to order on Wednesday, October 26, 2022, at 9:30 AM, in the Council Chambers, with the following members present:

**PRESENT:** Mayor Nancy Dodds, Councillor Bill Ballas, Councillor Colin Clarke, Councillor Monika Sherriffs, Councillor Rick Evans, and Councillor Tom McGee, Robert Osmond, Bree Mastre, Elvera Thomson, Hans van Klaveren, Jennifer Stone, Ken Woitt, Lola Strand, Nathan Palovcik, Tom Thomson, Kelsey Baker, and Tanya Harding

**ABSENT:** Councillor Amila Gammana

### 1 ADDITIONS TO THE AGENDA

### 2 ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda for the October 26, 2022, Regular meeting of Council

#### RESOLUTION #203/2022

***Councillor Colin Clarke moved to adopt the Agenda for the October 26 Regular Meeting of Council.***

**Carried**

### 3 CORRECTIONS OR AMENDMENTS

3.1 Adoption of the Agenda for the October 26, 2022 Regular Meeting of Council  
There were no corrections or amendments to the October 12, 2022 Regular Meeting of Council Minutes.

3.2 October 12, Statutory Public hearing Agenda for Proposed Amending Bylaw 2022-10-D : Controlled Substance Separation Space  
There were no corrections or amendments to the October 12 Statutory Public hearing for Proposed Amending Bylaw 2022-10-D Controlled Substance Separation Space Minutes.

3.3 October 12, Non - Statutory Public hearing Agenda for Discretionary Use Development Permit DV22-048 ( 5137 - 50 Ave)  
There were no corrections or amendments to the October 12, 2022 Non-Statutory Public hearing for Discretionary Use Development Permit DV22 - 048 (5137-50 Ave) Minutes.

3.4 October 12, Non - Statutory public hearing Agenda for Discretionary Use Development Permit DV22-046 (7306 - Township 485A)

There were no corrections or amendments to the Non-Statutory Public Hearing for Discretionary use Development Permit DV22-048 (7306 - Township 485A) Minutes

#### 4 ADOPTION OF

- 4.1 October 12, 2022 Regular Meeting of Council Minutes
- 4.2 October 12, 2022 Statutory Public Hearing Minutes for Proposed Amending Bylaw 2022-10-D: Controlled Substance Separation Space
- 4.3 October 12, 2022 Non-Statutory Public Hearing Minutes for Discretionary Use Development Permit DV22-048 (5137-50 Ave)
- 4.4 October 12, 2022 Non-Statutory Public hearing Minutes for Discretionary Use Development Permit DV22-046 (7306 - Township 485A)

**204/2022.**

***Councillor Monika Sherriffs moved to adopt the October 12, 2022 Regular Meeting of Council Minutes, the October 12, 2022 Statutory Public hearing Minutes for proposed Amending Bylaw 2022-10-D, the October 12, 2022 Non- Statutory Public Hearing Minutes for Discretionary Use Development Permit DV22-048, the October 12, 2022 Non Statutory Public Hearing Minutes for Discretionary Use Development Permit DV22-046***

**Carried**

#### 5 PROCLAMATIONS

- 5.1 Fire Prevention Month

**205/2022**

***Mayor Nancy Dodds moved that Council proclaims October 2022, as Fire Prevention Month***

**Carried**

- 5.2 Breast Cancer Awareness Month

**206/2022**

***Mayor Nancy Dodds moved that Council proclaims October 2022, as Breast Cancer Awareness Month***

**Carried**

#### 6 PUBLIC HEARINGS

There were no Public Hearings.

#### 7 DELEGATIONS (10 MINS EACH)

7.1            Drayton Valley Museum

Charlie Miner Pam Schaub, and Sheldon Fuson presented information to Council on behalf of the Drayton Valley Museum and Historical Society in regards to a Community Gazebo and picnic area.

7.2            RCMP Report - Erin Mathews

Staff Sgt Erin Mathews and Sgt Ryan Hoetmer presented Council with an update on the RCMP.

**8            BUSINESS ARISING FROM DELEGATIONS**

There were no comments made under this item

**9            DECISION ITEMS**

9.1            Community Grants. Fourth Quarter Allocation

Councillor Clarke exited the meeting at 11:32a.m.

Councillor Clarke reentered the meeting at 11:34a.m.

**207/2022**

***Councillor Tom McGee moved that Council accept Eagle Points Blue rapids Request for \$1000, and postpone the other requests and wait for further information***

**Carried**

9.2            Early Childhood Development Centre Board Amending Bylaw

Councillor Ballas exited the meeting at 11:42a.m.

Councillor Ballas reentered the meeting at 11:44a.m.

**208/2022**

***Councillor Tom McGee moved that Council give First reading to Bylaw 2022/16/C, as presented.***

**Carried**

**209/2022**

***Councillor Monika Sherriffs moved that council give Second Reading to Bylaw 2022/16/C as presented***

**Carried**

**210/2022**

***Councillor Tom McGee moved that Council consider third and Final reading to Bylaw 2022/16/C as presented.***

**Carried**

**211/2022**

**Councillor Colin Clarke moved that Council give Third and Final Reading to Bylaw 2022/16/C as presented**  
Carried

9.3            Policy PD-04-22 'Issuing Compliance Certificates' to Repeal and Replace Policy PD-01-08 'Issuing Compliance Certificates'

**212/2022**

**Councillor Rick Evans moved that Council Approve Policy PD-04-22, repealing Policy PD-01-08 currently in effect.**  
Carried

9.4            First Reading of Bylaw No. 22-14-F - Electronic Transmission of Assessment & Taxation Documents

**213/2022**

**Councillor Tom McGee moved that Council give first reading to Bylaw No. 22-14-F - Electronic Transmission of Assessment & Taxation Documents**  
Carried

**214/2022**

**Councillor Bill Ballas moved that Council give second reading to Bylaw No. 22-14-F - Electronic Transmission of Assessment & Taxation Documents.**  
Carried

**215/2022**

**Councillor Tom McGee moved that Council consider giving Third and Final Reading to Bylaw No. 22-14-F- Electronic Transmission of Assessment & Taxation Documents.**  
Carried

**216/2022**

**Councillor Monika Sherriffs moved that Council give Third and Final Reading to Bylaw No. 22-14-F- Electronic Transmission of Assesment & Taxation Documents.**  
Carried

9.5            Deby Land Clearing  
Mayor Dodds called a break for lunch at 12:05p.m.  
Mayor Dodds Reconvened the Meeting at 1:00p.m.

**217/2022**

**Councillor Tom McGee moved that Council approve the fire smarting of the forested Deby lands to a total cost of \$52,000 to be funded from operations.**

**Carried**

**218/2022**

***Mayor Nancy Dodds moved that Council move into a closed session at 1:00p.m.***

**Carried**

**219/2022**

***Councillor Colin Clarke moved that Council move out of closed session at 2:52p.m.***

**Carried**

*Mayor Dodds called a break at 2:52p.m.*

*Mayor Dodds Reconvened the Meeting at 3:00p.m.*

## **10 DEPARTMENT REPORTS**

Councillor Ballas left the meeting at 3:00p.m.

Mayor Dodds left the meeting at 3:08p.m.

Mayor Dodds reentered the meeting at 3:37p.m.

10.1      October 26, 2022 Planning and Development Report  
Mr. Woitt gave an update on Planning and Development.

10.2      Municipal Service Department Report  
Mr. Malik gave an update on Municipal Services.

10.3      Fire Department Stats and updates for the month of September  
Mr. Thomson presented Council with Fire Services stats.

10.4      Community & Recreation Services Department - Council Report  
Mr. van Klavern gave an update on Community and Recreation Services.

10.5      Enforcement Services update report for the month of September  
Mr. Thomson presented council with Enforcement Services Stats.

10.6      Corporate Services and Finance (Elvera Thomson)  
Ms. Thomson gave an update for Corporate Services and Finance.

10.7      Growth Services Report  
Ms. Stone provided a report for the Growth Services Department.

10.8      Communications Department Report  
Ms. Stone provided a report for the Communications Department.

## **11 COUNCIL REPORTS**

- 11.1      Councillor Gammana  
Councillor Gammana was not present to provide a report.
- 11.2      Councillor Clarke  
- WRSD Meeting  
-Attended Chamber Awards  
-Points West Tour  
-Homelessness Forum  
-Violence and Harassment Training
- 11.3      Councillor Evans  
-WRSD  
-Chamber Awards  
-Healthy Communities Coalition Meeting  
-Library Board Meeting
- 11.4      Councillor Sherriffs  
-FCSS Board Meeting  
-Chamber Awards  
-DV Memorial Celebration  
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- 11.5      Councillor McGee  
-WRSD
- 11.6      Deputy Mayor Ballas  
Deputy Mayor Ballas was not present to provide a report.
- 11.7      Mayor Dodds  
-HTA Awards Ceremony  
-DV Memorial Ceremony  
-WRSD Meeting  
-Strategic Planning  
-Fuzion Plate grand Opening  
-Weyerhaeuser  
-Homelessness Forum
- 11.8      1:00 p.m.: CAO/Administration (Rob Osmond) - FOIP section 24(1)(a)
- 11.9      Information - LOT 6MR BLOCK 66 PLAN 0840074

## **12 COUNCIL ITEMS**

- 12.1      Council-Initiated Items  
There were no comments under this item.

12.2        Round Table Discussion  
There were no comments under this item.

12.3        Upcoming meetings and Conferences  
There are no comments under this item.

**13        INFORMATION ITEMS**

13.1        Information Items, October 26, 2022

**220/2022**

***Mayor Nancy Dodds moved that Council accept the Information Items for information.***  
**Carried**

**14        ADJOURNMENT**

Councillor McGee Adjourned the meeting at 4:03p.m.

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Mayor

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CAO



# Town of Drayton Valley

## AGENDA ITEM REPORT

### Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Jerreck Connors, Development Planner	<b>DEPARTMENT:</b>	Planning
		<b>DIVISION:</b>	Planning & Growth
<b>SUBJECT:</b>	Non-Statutory Public Hearing November 9th: Variance Request for As-Built Deck, Application DV22-051 (5233 - 45 Ave)		
<b>ATTACHMENTS:</b>	<a href="#">Public Hearing Agenda for DV22-051</a> <a href="#">Aerial Map</a>		

#### **PROPOSAL AND BACKGROUND INFORMATION:**

Please see the attached agenda for the Non-Statutory Public Hearing of Development Permit DV22-051.

Robert Osmond, CAO  
Ken Woitt, General Manager of  
Planning & Growth

Approved - 04 Nov 2022  
Approved - 27 Oct 2022

# NON-STATUTORY PUBLIC HEARING

**November 9th, 2022**

**9:00 A.M.**

**Council Chambers – Civic Centre**

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

Development Permit Application DV22-051

## **2. PRESENT**

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

To receive comments, concerns, and questions from the public regarding the proposed setback variances for a Deck at 5233 – 45 Avenue.

## **4. BACKGROUND**

Administration received a Development Permit application for an existing Deck at 5233 – 45 Avenue to bring into compliance with the current Land Use Bylaw.

Development Permit DV22-051 seeks to reduce the side setback for a Deck from 1.0m to 0.0m, permitting the structure to abut the eastern property line.

A decision on these applications may be made today, depending on the comments received at this Public Hearing.

Notification of the Bylaw, requesting comments from the public and advising them of the Public Hearing, has been provided in accordance with Town of Drayton Valley Bylaw 2018/07/A (Electronic Advertising Bylaw). To facilitate the Public Hearing process, any comments received (written or verbal) will be presented as a package at the time of the Public Hearing.

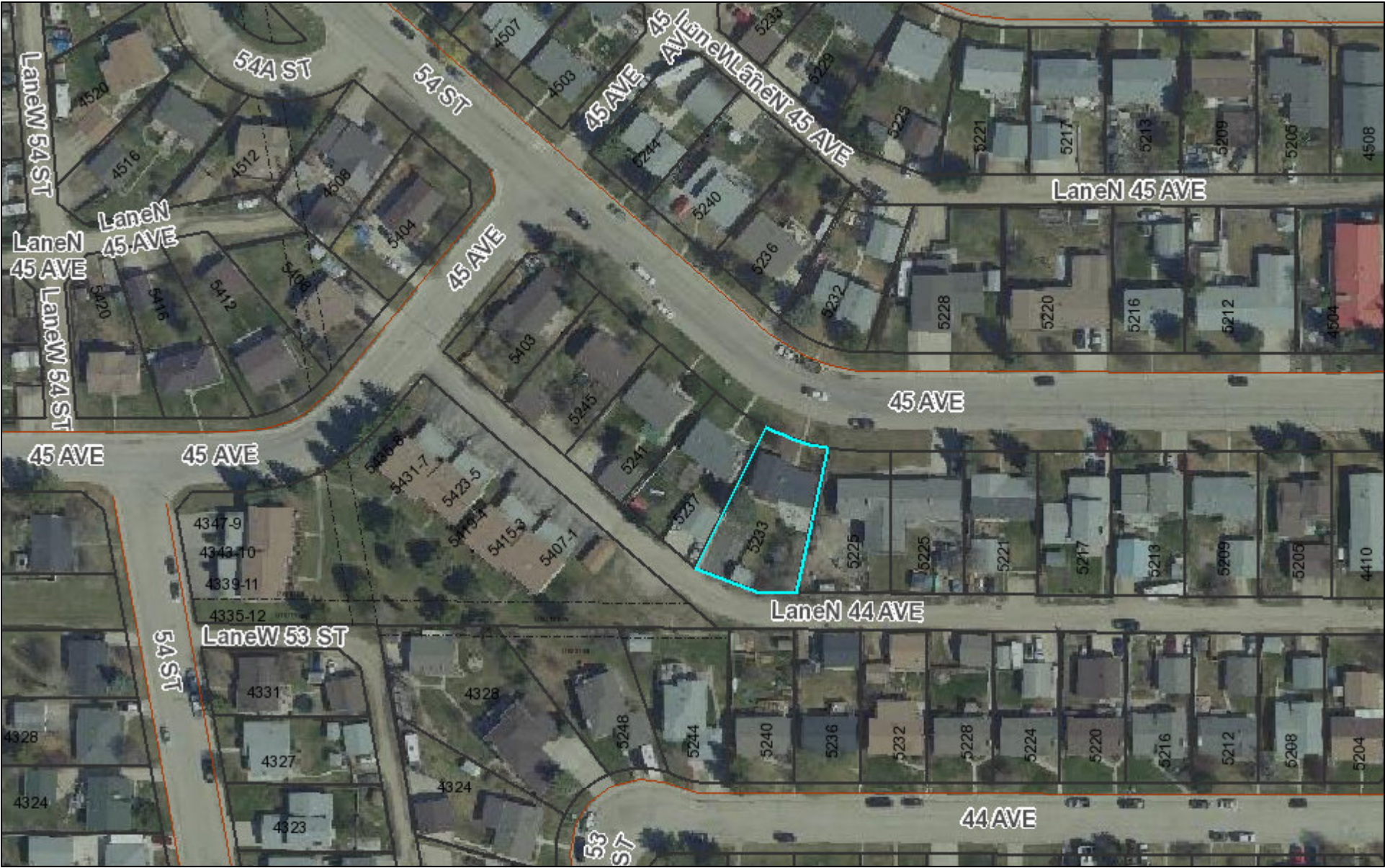
## **5. ADMINISTRATION WILL READ OUT ANY WRITTEN SUBMISSIONS RECEIVED**

## **6. CALL FOR COMMENTS FROM ADMINISTRATION.**

## **7. CALL FOR COMMENTS FROM THE FLOOR.**

## **8. DECLARE PUBLIC HEARING CLOSED.**

# Aerial Map

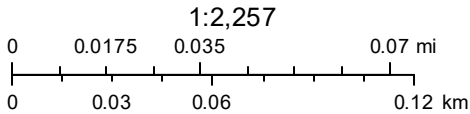


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November 2, 2022

- Existing Sidewalks
- R/W
- Town Boundary - Current

- Address
- Private Land ATS LABELS
- Town of Drayton Valley ATS LABELS
- mosaic2020\_tilecache
- Parcels
- Parks



Town of Drayton Valley  
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community



# Town of Drayton Valley **AGENDA ITEM REPORT**

## Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Jerreck Connors, Development Planner	<b>DEPARTMENT:</b>	Planning
		<b>DIVISION:</b>	Planning & Growth
<b>SUBJECT:</b>	Non-Statutory Public Hearing November 9th: Variance Request for As-Built Shed, Application DV22-049 (5233 - 45 Ave)		
<b>ATTACHMENTS:</b>	<a href="#">Public Hearing Agenda for DV22-049</a> <a href="#">Aerial Map</a>		

### **PROPOSAL AND BACKGROUND INFORMATION:**

Please see the attached agenda for the Non-Statutory Public Hearing of Development Permit DV22-049.

Robert Osmond, CAO  
Ken Woitt, General Manager of  
Planning & Growth

Approved - 04 Nov 2022  
Approved - 27 Oct 2022

# NON-STATUTORY PUBLIC HEARING

**November 9th, 2022**

**9:00 A.M.**

**Council Chambers – Civic Centre**

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

Development Permit Application DV22-049

## **2. PRESENT**

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

To receive comments, concerns, and questions from the public regarding the proposed setback variances for a Storage Shed at 5233 – 45 Avenue.

## **4. BACKGROUND**

Administration received a Development Permit application for an existing storage shed at 5233 – 45 Avenue to bring into compliance with the current Land Use Bylaw.

Development Permit DV22-049 seeks to reduce the rear setback for the Storage Shed from 1.0m to 0.0m, permitting the structure to abut the rear property line.

A decision on these applications may be made today, depending on the comments received at this Public Hearing.

Notification of the Bylaw, requesting comments from the public and advising them of the Public Hearing, has been provided in accordance with Town of Drayton Valley Bylaw 2018/07/A (Electronic Advertising Bylaw). To facilitate the Public Hearing process, any comments received (written or verbal) will be presented as a package at the time of the Public Hearing.

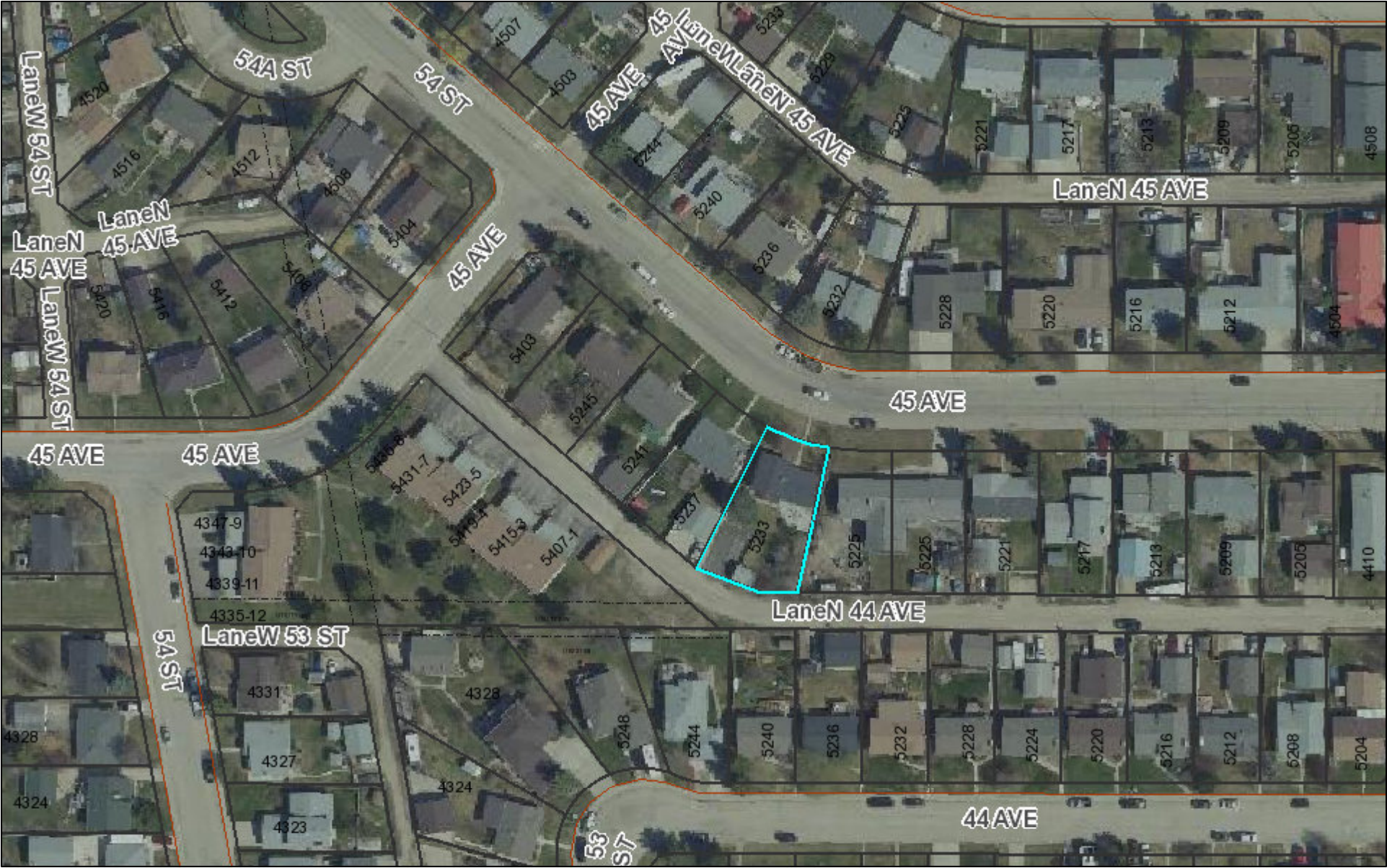
## **5. ADMINISTRATION WILL READ OUT ANY WRITTEN SUBMISSIONS RECEIVED**

## **6. CALL FOR COMMENTS FROM ADMINISTRATION.**

## **7. CALL FOR COMMENTS FROM THE FLOOR.**

## **8. DECLARE PUBLIC HEARING CLOSED.**

# Aerial Map

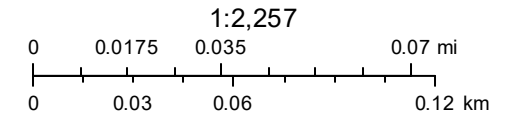


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November 2, 2022

- Existing Sidewalks
- R/W
- Town Boundary - Current

- Address
- Private Land ATS LABELS
- Town of Drayton Valley ATS LABELS
- mosaic2020\_tilecache
- Parcels
- Parks



Town of Drayton Valley  
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community  
Town of Drayton Valley  
GIS - Information Services



# Town of Drayton Valley **AGENDA ITEM REPORT**

## Regular Council Meeting

**MEETING:** Regular Council - November 9, 2022

**PRESENTED BY:**

**DEPARTMENT:**

**DIVISION:**

**SUBJECT:** Drayton Valley mighty Learners

**ATTACHMENTS:** [Delegation Request Form-fill-in3](#)

### **PROPOSAL AND BACKGROUND INFORMATION:**

Presentation of non-profit child care center

Robert Osmond, CAO

Approved - 21 Oct 2022



# Town of Drayton Valley

## Delegation Request Form

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

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

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 **AGENDA ITEM REPORT**

## Regular Council Meeting

**MEETING:** Regular Council - November 9, 2022

**PRESENTED BY:**

**DEPARTMENT:**

**DIVISION:**

**SUBJECT:** Delegation Request Curtis Buchan

**ATTACHMENTS:** [Delegation Request Curtis Buchan November 9 2022 \(2\)](#)

### **PROPOSAL AND BACKGROUND INFORMATION:**

Expansion of the Ivan To Disc Golf Course

Robert Osmond, CAO

Approved - 04 Nov 2022



# Town of Drayton Valley

## Delegation Request Form

Name(s): Curtis Buchan

Organization: N/A

Contact Number: Foip Section 17 Contact E-mail: Foip Section 17

Mailing Address: Foip Section 17

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)  
Expansion of the Ivan to disc golf course.

Additional Information Provided

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

Please indicate any preference you have for meeting:

Please submit your request by:

Fax: 780.542.5753

E-mail:

admin-support@draytonvalley.ca

In person: 5120-52 ST



# Town of Drayton Valley

## AGENDA ITEM REPORT

### Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Jerreck Connors, Development Planner	<b>DEPARTMENT:</b>	Planning
		<b>DIVISION:</b>	Planning & Growth
<b>SUBJECT:</b>	Variance Request at 5233 – 45 Ave (Lot 5; Block 112; Plan 772TR) As-Built Shed, Development Permit Application DV22-049		
<b>ATTACHMENTS:</b>	<a href="#">Attachment 1 - Zoning &amp; Aerial Maps</a> <a href="#">Attachment 2 -Site Plan</a> <a href="#">Attachment 3 - Site Images</a> <a href="#">Attachment 4 - Draft Development Permit DV22-049</a>		

#### **PROPOSAL AND BACKGROUND INFORMATION:**

Administration received a Development Permit Application to allow for an existing shed at 5233 – 45 Ave. Zoned R-GEN (Residential General District) (**See Attachment 1 – Zoning & Aerial Maps**), the property consists of a single detached home located towards the center front of the lot with access to a rear alley, an existing shed towards the rear southwest corner of the property, an existing shed in the rear southeast corner of the property, and a deck straddling the south east corner of the house. (**See Attachment 2 - Site Plan**).

The applicant is in the process of seeking permits for both sheds and the deck. The Southeast shed was in adherence to Land Use Bylaw 2020/12/D and a permit was issued October 18 2022. The Southwest shed is not in compliance with the Land Use Bylaw and is seeking a variance request to lower the rear setback to 0.0 meters down from the 1.0 meters required in R-GEN Zoning. This variance request is presented for your consideration today as permit DV22-049. The deck is also not in compliance with the Land Use Bylaw and will also be seeking a variance as part of a separate development permit application presented as part of the same Council Hearing on November 9, 2022.

As part of this variance application, Town Council will be holding a non-statutory Public Hearing to receive comments, concerns, and questions from the public regarding Development Permit Application DV22-049 prior to the Decision.

#### **Variance sought includes:**

- A reduction of required rear setback in R-GEN zoning from 1.0m to 0.0m (100% variance)

This variance will be discussed further in the *Land Use Bylaw* section of this report.

The variance is sought so that the shed may continue in use and access as currently designed, and not interfere with future plans for a rear detached garage on site.

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

The Municipal Development Plan does not address parameters around placement, design, and operation of Accessory Structures.

### **Area Structure Plan**

The Site is not subject to an existing Area Structure Plan.

### **Land Use Bylaw**

The existing accessory structure will adhere to all regulations of Land Use Bylaw 2020/12/D and the Residential General District (R-GEN), except for the following:

R-GEN, Residential, General District

MINIMUM SETBACKS – ACCESSORY BUILDINGS – REAR YARD: 1.0 m

While the Land Use Bylaw stipulates a minimum setback of 1.0m, the applicant is seeking 0.0 m in order to maintain the placement ‘as-is’ on the property line for easier access and avoid conflict with siting of future potential development plans.

### **Site Inspection**

A site inspection occurred on October 17th 2022 at approximately 10:00am. While the existing shed was abutting a rear lane, the curved pathway of the lane created an undriveable ‘bulb out’ next to where the shed is abutting the property line (**see Attachment 3 – Site Images**). This additional undriveable space helps mitigate issues surrounding sightlines and physical contact with structures otherwise mediated by enforcement of the minimum setback. As such, Administration does not view the existing placement of the shed as an issue.

### **FINANCIAL IMPLICATIONS:**

Once a decision has been made, the typical expenses associated with circulating the notices to the public would apply.

### **LEGAL/RISK IMPLICATIONS:**

A decision would be subject to appeal before the Subdivision and Development Appeals Board (SDAB), which if undertaken would require the typical resources and expenses for the appeals hearing.

## **STAKEHOLDER AND COMMUNICATION STRATEGY:**

In adherence to Section 2.10 of Land Use Bylaw 2020/12/D and the requirements under the Municipal Government Act advance, notices were mailed to surrounding property owners and posted on the Town website.

Once a decision is rendered by Council, that decision will also be mailed out to surrounding property owners and posted on the Town website.

## **NEXT STEPS:**

If approved, the applicant would be allowed to continue using the shed as currently exists, provided it passes a building code review as part of the subsequent building permit application.

If denied, the applicant would be required to adjust the structure to be in compliance with land use bylaw regulations. An opportunity would also be available for them to appeal the decision to the Subdivision and Development Appeal Board (SDAB)

For or Against, after a decision is made Administration will circulate a Notice of Decision to surrounding landowners and advertise the decision to the public. The decision will still be subject to a 21 day appeal window with the Subdivision and Development Appeal Board (SDAB).

## **RECOMMENDATION(S):**

Administration recommends that Council Approve Development Permit DV22-049, with conditions as presented (**See Attachment 4 – Draft Development Permit DV22-049**).

## **ALTERNATIVES:**

That Council Approve Development Permit DV22-049, with the recommended conditions as presented.

That Council Approve Development Permit DV22-049 with amendments to the Variance.

That Council Approve Development Permit DV22-049, but deny the Variance Request requiring conformity to Land Use Bylaw 2020/12/D regulations.

That Council Refuse Development Permit DV22-049, with reasons.

Robert Osmond, CAO  
Ken Woitt, General Manager of  
Planning & Growth

Approved - 21 Oct 2022  
Approved - 20 Oct 2022

# ATTACHMENT 1

## Zoning & Aerial Maps

# R-GEN Residential, General District

(amended by Bylaw 2022-08-D)

**PURPOSE:** To provide for low density single family detached dwellings.

PERMITTED USES:	DISCRETIONARY USES:
Accessory Building/Structure	Bed & Breakfast
Dwelling (Single Detached)	Care Facility (Child/Large Group)
Care Facility (Small Group)	Government Services
Show Home	Home-Based Business
Secondary Suite (Internal)	Religious Assembly
Solar Panels (Wall Mounted)	Secondary Suite (External)

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.

## MINIMUM PARCEL SIZE:

Parcel Width	Parcel Depth
11.0 m	33.5 m
14.0 m corner parcel	
10.0 m road frontage for irregular parcel	

**MAXIMUM DENSITY:** One (1) dwelling unit per parcel and one Secondary Suite.

## MINIMUM SETBACKS:

MAIN BUILDING		
Front Yard	Side Yard	Rear Yard
5.5 m	1.5 m	5.5 m with lane
	3.0 m corner parcel street side	7.5 without lane
	3.0 m one side if no rear access and no front garage	
ACCESSORY BUILDINGS		
Front Yard	Side Yard	Rear Yard
No Accessory Buildings permitted in the front yard	1.0 m	1.0 m
	3.0 m corner parcel street side, Garages, see Section 3.5 (Garage Location)	Garages, see Section 3.5 (Garage Location)
	No Accessory Buildings Permitted on street side	

**MAXIMUM SITE COVERAGE:** 50%

## ADDITIONAL REQUIREMENTS:

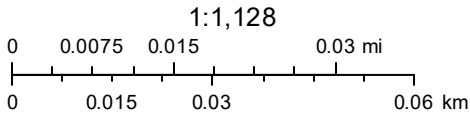
- Where oversized lots are being re-subdivided, the required widths may be relaxed to accommodate existing buildings.

# Aerial Map



October 19, 2022

- |                    |                                     |                         |                         |
|--------------------|-------------------------------------|-------------------------|-------------------------|
| Existing Sidewalks | T of DV Pipeline Road Crossing Sign | High Pressure Pipelines | Town Boundary - Current |
| Wellsites          | T of DV Pipeline (Abandoned)        | Low Pressure Pipelines  |                         |
| Facilities         |                                     | R/W                     |                         |



Town of Drayton Valley  
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

# ATTACHMENT 2

## Site Plan



**NOTES:**

**LEGEND:**

- Scale 1:300**

**Date: September 19, 2022**

FD- 22-0085

# ATTACHMENT 3

## Site Images (October 17 2022)



View from Alley looking NorthWest  
October 17 2022



View from Alley looking West  
October 17 2022



View from Parking Pad looking East  
October 17 2022



View from Parking Pad  
looking SouthEast  
October 17 2022

# ATTACHMENT 4

## Draft Development Permit DV22-049



**NOTE:** *This Permit becomes effective twenty-one (21) days from the Date of Decision (below) provided no appeal is lodged. In the case of a valid appeal being lodged, the Permit is suspended until such time as the Subdivision and Development Appeal Board renders its decision.*

DEVELOPMENT OFFICER:

TOWN OF DRAYTON VALLEY

DATE OF DECISION:

November 9 2022

DEADLINE FOR APPEAL

November 30 2022

**IMPORTANT NOTES**

1. No physical excavation or construction may legally begin prior to the effective date (or such later date should an appeal be received). Any excavation or construction started prior to the effective date will be done at the sole risk and cost of the applicant/owner.
2. The Applicant/Owner is reminded that compliance with this permit requires compliance with all conditions forming a part thereof.
3. If the use of the development changes, the Owner(s) must apply for a Development Permit.
4. This Development Permit is valid for a period of twelve (12) months from the date it was issued. If at the expiry of this period, the development has not been commenced, the Development Permit is deemed invalid.
5. The issuance of this Development Permit does not supersede, or suggest violation of any caveat, easement, restrictive covenant or other encumbrance registered on title. It is the responsibility of the Applicant/Owner to research the Certificate of Title for the existence of any encumbrance.
6. The development must not encroach on Registered Rights of Ways or Utility Service Lines.
7. The proposed development must comply with the applicable AER setbacks unless a lesser distance is agreed to in writing by AER; and the AER must be contacted by the Applicant/Owner to ensure that no active or abandoned well sites are located on the subject lands.



# Town of Drayton Valley **AGENDA ITEM REPORT** Regular Council Meeting

**MEETING:** Regular Council - November 9, 2022

**PRESENTED BY:** Jerreck Connors,  
Development Planner

**DEPARTMENT:** Planning

**DIVISION:** Planning & Growth

**SUBJECT:** Variance Request at 5233 – 45 Ave (Lot 5; Block 112; Plan 772TR) As-Built Deck,  
Development Permit Application DV22-051

**ATTACHMENTS:** [Attachment 1 - Zoning & Aerial Maps](#)  
[Attachment 2 - Site Plan](#)  
[Attachment 3 - Site Images](#)  
[Attachment 4 - Draft Development Permit DV22-051](#)

## **PROPOSAL AND BACKGROUND INFORMATION:**

Administration received a Development Permit Application to allow for an existing deck at 5233 – 45 Ave. Zoned R-GEN (Residential General District) (**See Attachment 1 –Zoning & Aerial Maps**), The property consists of a single detached home located towards the center front of the lot with access to a rear alley, an existing shed towards the rear southwest corner of the property, an existing shed in the southeast corner of the property, and a deck straddling the south east corner of the house. (**See Attachment 2 - Site Plan**).

The applicant is in the process of seeking permits for both sheds and the deck. The Southeast shed was in adherence to Land Use Bylaw 2020/12/D and a permit was issued October 18 2022. The Southeast deck is not in compliance with the Land Use Bylaw and is seeking a variance request to lower the side setback to 0.0 meters down from the 1.0 meters required in R-GEN Zoning. This variance request is presented for your consideration today as permit DV22-051. The Southwest shed is also not in compliance with the Land Use Bylaw and will also be seeking a variance as part of a separate development permit application presented as part of the same Council Hearing on November 9, 2022.

As part of this application, Town Council will hold a non-statutory Public Hearing to receive comments, concerns, and questions from the public regarding Development Permit DV22-051 prior to the Decision.

### **Variance sought includes:**

- A reduction of required side setback in R-GEN zoning from 1.0m to 0.0m (100% variance)

The variance is sought so that the deck may continue in use as currently designed, and will be discussed further in the *Land Use Bylaw* section of this report.

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

The Municipal Development Plan does not address parameters around placement, design, and operation of decks.

### **Area Structure Plan**

The Site is not subject to an existing Area Structure Plan.

### **Land Use Bylaw**

The existing deck will adhere to all regulations of Land Use Bylaw 2020/12/D and the Residential General District (R-GEN), except for the following:

R-GEN, Residential, General District

MINIMUM SETBACKS – ACCESSORY BUILDINGS – SIDE YARD: 1.0 m

While the Land Use Bylaw stipulates a minimum setback of 1.0m, the applicant is seeking 0.0m in order to maintain the placement 'as-is'.

### **Site Inspection**

A site inspection occurred on October 17th 2022 at approximately 10:00am. The existing deck was observed to abut the neighbouring fence atop a retaining wall, with a backing support/screen running between the house and fence (**see Attachment 3 – Site Images**).

Typical side setback issues relate to fire mitigation, privacy, and rear yard access. With an abutting fence present built to a typical height, Administration does not view any heightened issues surrounding privacy for the property. Additionally, the rear yard maintains easy access from both the lane and western edge of the house mitigating potential concerns around access.

Fire Services was also contacted regarding fire mitigation and access and were comfortable with the deck as presented. More information is available in the *Fire Services Requirements* section of this report.

### **Fire Services Requirements**

Fire Services was provided an opportunity for comment on the variance application. Fire had no concerns due to a maintained rear yard access alongside the west edge of the house, and saw the abutting deck against the fence as not posing a heightened fire mitigation risk needing to be addressed. Fire Services indicated they would be comfortable with the variance request being approved.

### **FINANCIAL IMPLICATIONS:**

Once a decision has been made, the typical expenses associated with circulating the notices to the public would apply.

### **LEGAL/RISK IMPLICATIONS:**

A decision would be subject to appeal before the Subdivision and Development Appeals Board (SDAB), which if undertaken would require the typical resources and expenses for the appeals hearing.

### **STAKEHOLDER AND COMMUNICATION STRATEGY:**

In adherence to Section 2.10 of Land Use Bylaw 2020/12/D and the requirements under the Municipal Government Act advance, notices were mailed to surrounding property owners and posted on the Town website.

Once a decision is rendered by Council, that decision will also be mailed out to surrounding property owners and posted on the Town website.

### **NEXT STEPS:**

If approved, the applicant would be allowed to continue using the deck as currently exists.

If denied, the applicant would be required to adjust the structure to be in compliance with Land Use Bylaw regulations. An opportunity would also be available for them to appeal the decision to the Subdivision and Development Appeal Board (SDAB).

For or Against, after a decision is made Administration will circulate a Notice of Decision to surrounding landowners and advertise the decision to the public. The decision will still be subject to a 21 day appeal window with the Subdivision and Development Appeal Board (SDAB).

### **RECOMMENDATION(S):**

Administration recommends that Council Approve Development Permit DV22-051, with conditions as presented (**See Attachment 4 – Draft Development Permit DV22-051**).

### **ALTERNATIVES:**

That Council Approve Development Permit DV22-051 with amendments to the Variance.

That Council Approve Development Permit DV22-051 but deny the Variance request, requiring conformity to Land Use Bylaw 2020/12/D regulations.

That Council Refuse Development Permit DV22-051, with reasons.

Robert Osmond, CAO  
Ken Woitt, General Manager of  
Planning & Growth

Approved - 21 Oct 2022  
Approved - 20 Oct 2022

# ATTACHMENT 1

## Zoning & Aerial Maps

# R-GEN Residential, General District

(amended by Bylaw 2022-08-D)

**PURPOSE:** To provide for low density single family detached dwellings.

PERMITTED USES:	DISCRETIONARY USES:
Accessory Building/Structure	Bed & Breakfast
Dwelling (Single Detached)	Care Facility (Child/Large Group)
Care Facility (Small Group)	Government Services
Show Home	Home-Based Business
Secondary Suite (Internal)	Religious Assembly
Solar Panels (Wall Mounted)	Secondary Suite (External)

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.

## MINIMUM PARCEL SIZE:

Parcel Width	Parcel Depth
11.0 m	33.5 m
14.0 m corner parcel	
10.0 m road frontage for irregular parcel	

**MAXIMUM DENSITY:** One (1) dwelling unit per parcel and one Secondary Suite.

## MINIMUM SETBACKS:

MAIN BUILDING		
Front Yard	Side Yard	Rear Yard
5.5 m	1.5 m	5.5 m with lane
	3.0 m corner parcel street side	7.5 without lane
	3.0 m one side if no rear access and no front garage	
ACCESSORY BUILDINGS		
Front Yard	Side Yard	Rear Yard
No Accessory Buildings permitted in the front yard	1.0 m	1.0 m
	3.0 m corner parcel street side, Garages, see Section 3.5 (Garage Location)	Garages, see Section 3.5 (Garage Location)
	No Accessory Buildings Permitted on street side	

**MAXIMUM SITE COVERAGE:** 50%

## ADDITIONAL REQUIREMENTS:

- Where oversized lots are being re-subdivided, the required widths may be relaxed to accommodate existing buildings.

# Aerial Map



October 19, 2022

- Existing Sidewalks

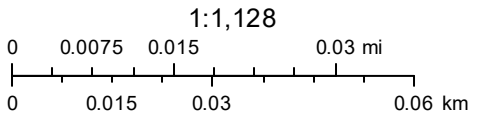
Wellsites

Facilities
- T of DV Pipeline Road Crossing Sign

T of DV Pipeline (Abandoned)
- High Pressure Pipelines

Low Pressure Pipelines

R/W
- Town Boundary - Current

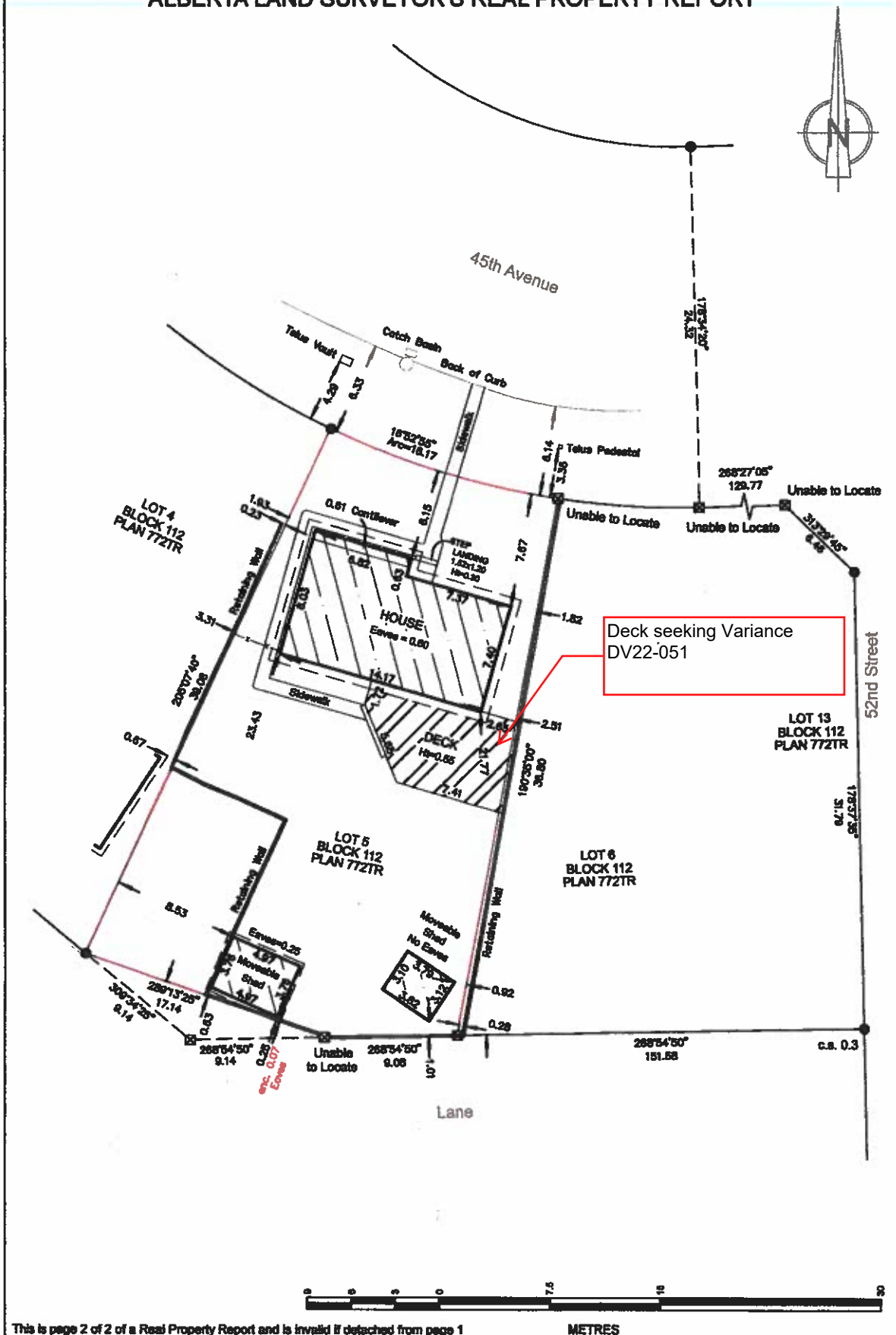


Town of Drayton Valley  
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

# ATTACHMENT 2

## Site Plan

## ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT



This is page 2 of 2 of a Real Property Report and is invalid if detached from page 1



## NOTES:

Distances are in metres and decimals thereof.  
Assumed grid bearing per GNSS observations;  
UTM Zone 11  
Fences & retaining walls are within 0.20m  
of the property line unless otherwise shown.

## LEGEND:

- Found statutory iron post
- ⊠ Calculated position
- Subject parcel boundaries
- x - x - Fence Line

Scale 1:300

LOT 5  
BLOCK 112  
PLAN 772TR  
5233 - 45 AVE  
TOWN OF DRAYTON VALLEY

Date: September 19, 2022

FD: 22-0088

# ATTACHMENT 3

## Site Images (October 17 2022)



View of Deck from Yard looking NorthEast  
Oct 17 2022



View of Deck abutting East Fence & Property Line  
Oct 17 2022

# ATTACHMENT 4

## Draft Development Permit DV22-051

DEVELOPMENT PERMIT  
# DV22-051



<b>PROPERTY ADDRESS</b> <b>Legal Address:</b> LOT 5 BLOCK 112 PLAN 772TR <b>Civic Address:</b> 5233 – 45 Ave, Drayton Valley, AB	<b>APPLICANT</b>
<b>TYPE OF DEVELOPMENT</b>	As-Built Deck

YOUR DEVELOPMENT APPLICATION # DV22-051 HAS BEEN CONSIDERED BY

☐ THE DEVELOPMENT PLANNER ☐ TOWN COUNCIL

AND

☐ **APPROVED**, SUBJECT TO THE CONDITIONS BELOW

☐ **REFUSED**, PURSUANT TO THE REASONS ON ATTACHED SCHEDULE ‘A’

CONDITIONS OF DEVELOPMENT PERMIT

1. Size of Deck, and location of Deck is approved as per the site plan. The as-built Deck and may continue to be used, but not to be enlarged, added to, re-built, or structurally altered except to make it compliant with the applicable codes and regulations.
2. Notwithstanding Land Use Bylaw 2020/12/D R-GEN minimum side setbacks for accessory buildings, the following variance is permitted for the Deck
  - a. The deck is permitted to have the minimum side setback requirement of 1.0 m reduced to 0.0 m
3. Obtaining any required plumbing, gas and electrical permits and inspections is the responsibility of the Owner/Applicant or Contractor.
4. This permit is subject to any/all required Federal, Provincial or Municipal Permit approvals including, but not limited to, Building and/or Safety Code Permits.
5. The Owner/Applicant or Contractor shall prevent excess soil or debris from being spilled on public streets, lanes and sidewalks, and shall not place soil or any other materials on adjacent properties without permission in writing from adjacent property owners. The Owner/Applicant or Contractor shall be solely responsible for cleaning up the soil or debris.

***NOTE:** This Permit becomes effective twenty-one (21) days from the Date of Decision provided no appeal is lodged. In the case of a valid appeal being lodged, the Permit is suspended until such time as the Subdivision and Development Appeal Board renders its decision.*

DEVELOPMENT OFFICER:

TOWN OF DRAYTON VALLEY

DATE OF DECISION:

November 9 2022

DEADLINE FOR APPEAL

November 30 2022

### **IMPORTANT NOTES**

1. No physical excavation or construction may legally begin prior to the effective date (or such later date should an appeal be received). Any excavation or construction started prior to the effective date will be done at the sole risk and cost of the applicant/owner.
2. The Applicant/Owner is reminded that compliance with this permit requires compliance with all conditions forming a part thereof.
3. If the use of the development changes, the Owner(s) must apply for a Development Permit.
4. This Development Permit is valid for a period of twelve (12) months from the date it was issued. If at the expiry of this period, the development has not been commenced, the Development Permit is deemed invalid.
5. The issuance of this Development Permit does not supersede, or suggest violation of any caveat, easement, restrictive covenant or other encumbrance registered on title. It is the responsibility of the Applicant/Owner to research the Certificate of Title for the existence of any encumbrance.
6. The development must not encroach on Registered Rights of Ways or Utility Service Lines.
7. The proposed development must comply with the applicable AER setbacks unless a lesser distance is agreed to in writing by AER; and the AER must be contacted by the Applicant/Owner to ensure that no active or abandoned well sites are located on the subject lands.



# Town of Drayton Valley

## AGENDA ITEM

## REPORT

### Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Lola Strand, Community Services Manager	<b>DEPARTMENT:</b>	Community Services
		<b>DIVISION:</b>	Community & Recreation

<b>SUBJECT:</b>	Youth Advisory Committee
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<b>ATTACHMENTS:</b>	<a href="#">Town of Drayton Valley Youth Advisory Council Terms of Reference - Nov 2022</a> <a href="#">Bylaw 2022-18-C Youth Advisory Committee</a>
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#### **PROPOSAL AND BACKGROUND INFORMATION:**

The Resilient Youth in Stressed Environments (RYSE) to Action committee is dissolving in 2022. Many municipalities across Canada have recognized the importance of having youth involved in municipal government through the development of specific youth committees or councils. The installment of a Youth Advisory Committee could serve as a platform for our local youth and Council to have meaningful interaction related to community development and future direction. The role of an advisory committee is to provide recommendations to council, elected officials or to an administrative department. They typically provide comment on legislation and policies prior to adoption and have a small working budget to accomplish their goals.

Council Committees are required to be established by bylaw. The proposed Youth Advisory Committee Bylaw NO. 2022/18/C is attached. The Terms of Reference document, also attached, is an addendum to the bylaw and for Council an important tool related to the operation and installation of this new committee. Administration created the proposed Terms of Reference utilizing examples from other established committees in the province and the Youth Council Toolkit (developed by FCM - Federation of Canadian Municipalities).

The Youth Advisory Committee is a committee that will support Council based on its operating guidelines as per their Bylaw and Terms of Reference. The committee members could be allotted a stipend or other incentive as gratitude for their participation and for their community leadership development.

#### **FINANCIAL IMPLICATIONS:**

Council committees require a certain, though limited, budget to undertake their activities. It is sometimes challenging to get community members engaged to participate in committees, especially youth participation can be an issue. A scholarship

#### **IMPACT IN CAD:**

\$ 3,000

or other incentive, related to community leadership development, aims to celebrate and reward the engagement and commitment from youth members.

**LEGAL/RISK IMPLICATIONS:**

N/A

**ORGANIZATIONAL IMPLICATIONS:**

The Youth Advisory Committee helps Council and Administration to ensure youth related issues and services are addressed efficiently. Administration will provide support which does require resources such as staff time.

**SERVICE LEVELS IMPLICATIONS:**

The Youth Advisory Committee can play an important role in the delivery of services for youth in our community. It can help create new initiatives and improve existing services.

**ALIGNMENT WITH LEGISLATION AND TOWN PLANS:**

Other Strategic Priorities

**STAKEHOLDER AND COMMUNICATION STRATEGY:**

Town of Drayton Valley Council  
Youth of the Town of Drayton Valley  
Youth organizations and other youth advocates  
Community members at large

**NEXT STEPS:**

After Council gives Bylaw 2022/18/C First Reading this will provide the opportunity for Council to consider the Bylaw and the related Terms of Reference at Second Reading and before it will come back to Council for Third and Final Reading.

Administration will bring the bylaw to the next Regular Meeting of Council for Third and Final Reading.

At the moment that Council gives the bylaw Third and Final Reading Administration will advertise to invite applicants for committee positions and bring those to Council for consideration and appointment.

**RECOMMENDATION(S):**

1 - that Council give First and Second Reading to Bylaw NO. 2022/18/C Youth Advisory Committee, as presented.

**ALTERNATIVES:**

2 - that Council give First Reading to Bylaw NO. 2022/18/C Youth Advisory Committee, as presented, and that Council give Second Reading to Bylaw NO. 2022/18/C Youth Advisory Committee, as amended by Council.

3 - that Council direct Administration to bring the Youth Advisory Committee report back to Council to the future Council meeting of ..... for discussion and decision, including information as directed by Council.

4 - that Council accept the Youth Advisory Committee report for information.

Lola Strand, Community Services Manager      Approved - 04 Nov 2022

Hans van Klaveren, General Manager of Community Services and Recreation      Approved - 04 Nov 2022

Robert Osmond, CAO      Approved - 04 Nov 2022

# **Town of Drayton Valley YOUTH ADVISORY COMMITTEE**

## **TERMS OF REFERENCE**

### **November 2022**

#### **1. Name and Type of Committee**

Youth Advisory Committee

#### **2. Statement of Purpose**

The Youth Advisory Committee exists to foster a relationship between Drayton Valley Town Council and the youth of the Town of Drayton Valley. This will be accomplished through: Advocacy, Education, and Engagement.

#### **3. Duties and Responsibilities**

- a) Act in an advisory capacity to Town Council, and communicate with Town Administration, and community partners on issues relevant to youth and the community.
- b) Conduct relevant research and consultation that addresses current, emerging and future concerns of Drayton Valley youth.
- c) Provide a forum to address and discuss concerns that affect youth in Drayton Valley, provide regular updates Town Council on activities, respond to inquiries, present recommendations, and raise awareness of issues affecting youth.

#### **4. Composition and Appointments**

##### **a) Voting Members**

- i. Two (2) youth representatives from the School Divisions, as follows:
  - Wild Rose School Division – one (1) representative; and
  - St. Thomas Aquinas Catholic School Division – one (1) representative.
- ii. Five (5) community youth representatives between the ages of 14 and under 25 at the time of appointment or renewal, reflecting the diversity of youth in the community.
- iii. Total: Seven (7) voting Youth Advisory Committee Members.

##### **b) Non-Voting Members**

- i. One representative from Town of Drayton Valley Council.
- ii. Community Services Department staff to provide ongoing administrative support and assistance.

### **c) Process and/or designation of Chair and Vice-Chair**

- i. The Chair will be appointed by the voting members of the Youth Advisory Committee at the beginning of each year. This is a one (1) year term, with an option for renewal for one (1) term up to a maximum of two (2) terms and a total of not more than three (3) terms.
- ii. The Vice-Chair will be appointed by the voting members of the Youth Advisory Committee at the beginning of each year. This is a one (1) year term, with an option for renewal for a maximum of two (2) terms and a total of not more than three (3) terms.
- iii. The Chair or Vice-Chair will preside at every meeting and shall vote on all questions submitted.

### **d) Sub Committees**

The Youth Advisory Committee may establish sub-committees to examine, report, and take action, which is consistent with the Youth Advisory Committee Strategic Plan and Terms of Reference.

- i. The Chair of any such sub-committee shall be a member of the Youth Advisory Committee;
- ii. Sub-committees may recruit interested members of the community to assist in executing the assigned tasks of such sub-committee; and
- iii. Sub-Committee meetings may be called at the request of the Chair of the sub-committee.

## **5. Term of Appointment**

To be appointed by Town Council for up to a three (3) year term with options for re-appointment to a maximum term limit of six (6) years.

## **6. Quorum/Meeting Frequency**

- a) A quorum of the Committee is a majority of the voting members.
- b) Meetings will occur monthly to be determined by the Chair.

## **7. Support (Financial and/or Staff)**

- a) Meeting room with access to a computer.
- b) Financial
  - 1. Start up and operational meeting expenses
  - 2. Outreach and professional development opportunities

- c) Administrative support
  - 1. Email and mail services
  - 2. Agenda and minutes will be circulated at least two days prior to meetings by email

## **8. Reporting, Review and Evaluation**

- a) Build a four (4) year Strategic Plan, including goals and actions to be taken by the Youth Advisory Committee.
- b) An annual review to evaluate the impact and achievements of the strategic plan of the Youth Advisory Committee will be conducted at the first November meeting of each year.
- c) Conduct a review of the Terms of Reference annually in November.



## **BYLAW NO. 2022/18/C**

### **Name of Bylaw: Youth Advisory Committee**

**WHEREAS** the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto, provides in s145(2) that Council may, by bylaw, establish council committees and other bodies;

**AND WHEREAS** the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto, provides in s146 that council committees may consist of both councillors and persons who are not councillors;

**AND WHEREAS** the Town of Drayton Valley 'Boards and Committees to Council Policy C-05-14' provides that committees are considered to be advisory to Town Council unless otherwise stated in the Bylaw governing that committee;

**AND WHEREAS** Council deems it appropriate to establish a Youth Advisory Committee to foster a relationship between Drayton Valley Town Council and the youth of the Town of Drayton Valley;

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

### **TITLE**

1. This Bylaw may be cited as the "Youth Advisory Committee Bylaw" of the Town of Drayton Valley.

### **PURPOSE**

2. The purpose of this Bylaw is to establish a Youth Advisory Committee operating in accordance with the Town of Drayton Valley Youth Advisory Committee Terms of Reference which are an addendum to this bylaw and can be amended by Council from time to time.

### **INTERPRETATION**

3. Words used in the singular include the plural and vice-versa.
4. When a word is used in the masculine or feminine it will refer to either gender.
5. Words used in the present tense include the other tenses and derivative forms.

### **SEVERABILITY**

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

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

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

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

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

\_\_\_\_\_  
MAYOR

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



# Town of Drayton Valley AGENDA ITEM REPORT

## Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Lola Strand, Community Services Manager	<b>DEPARTMENT:</b>	Community Services
		<b>DIVISION:</b>	Community & Recreation

<b>SUBJECT:</b>	Community Events Grant 4th Quarter
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<b>ATTACHMENTS:</b>	<a href="#">A-01-01 Support Grants for Community Events Policy (2015) Apr. 6, 2022</a> <a href="#">A-01-13 Roger Coles Memorial Youth Sports Grant Policy (2015) Apr. 6, 2022</a> <a href="#">1A 4th QTR 2022 TODV Community Grant Tracking Sheet</a> <a href="#">2A Yearly 2022 TODV Community Grants Tracking Sheet</a> <a href="#">3A CG Application PKG</a>
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### **PROPOSAL AND BACKGROUND INFORMATION:**

During the October 26th Council meeting, Council requested more information to help them to make a decision on two of the three applications received for the 4th Quarter allocation of the Community Events grants.

The Rotary Club had requested \$1000.00 for their Community Needs Assessment Project. A request was made to the Rotary Club to provide more information regarding the purpose of their project which is attached.

There was a request from Tyler Reid Harrison for \$5000.00 to support training that would prepare him to go to Western and National Slopestyle Events. It was not clear if the application met the criteria of the Roger Coles Memorial Youth Sport Grant. The Community Events Grant Committee will provide more clarification on the existing policy to help Council to make a decision.

### **FINANCIAL IMPLICATIONS:**

The Town identifies in its yearly administration budget a set amount of funding available for Community Grants. There was a total of \$25,000 allocated in the 2022 budget for the Community Events Grant, Youth Arts Heritage and Culture Grant and the Roger Coles Memorial Youth Sport Grant.

### **IMPACT IN CAD:**

There is \$3,496.25 remaining in this year's budget

### **LEGAL/RISK IMPLICATIONS:**

N/A

**ORGANIZATIONAL IMPLICATIONS:**

N/A

**SERVICE LEVELS IMPLICATIONS:**

The grant funding requests are made by the organizations or individuals to support the services, events or activities they presented in their applications. For the requests that are not or only partially funded the level of service could be impacted.

**ALIGNMENT WITH LEGISLATION AND TOWN PLANS:**

Other Strategic Priorities

**STAKEHOLDER AND COMMUNICATION STRATEGY:**

The decision will be communicated to the applicants and as per Policy No. A-01-01 Support Grants for Community Events Policy, Policy No. A-16-15 Youth Arts, Heritage and Culture Grant and Policy No. A-01-13 Roger Coles Memorial Youth Sports Grant. The Town will be acknowledged for the granted funds as per what is laid out in each individual application received.

**NEXT STEPS:**

Administration will notify the applicants of Councils decision and the appropriate financial steps will take place accordingly.

**RECOMMENDATION(S):**

1 - that Council accept the Community Grants fourth quarter update as information only.

**ALTERNATIVES:**

2 - that Council approve the 4th quarter grant application funding request received from the Drayton Valley Rotary Club for the following amount:

3 - that Council approve the 4th quarter grant application funding request received from Tyler Harrison for the following amount:

4 - that Council direct Administration to bring the Community Grants, fourth quarter allocation report back to the Regular meeting of Council on November 23, 2022, for discussion and decision.

Hans van Klaveren, General  
Manager of Community Services and  
Recreation

Approved - 04 Nov 2022

Robert Osmond, CAO

Approved - 04 Nov 2022



## TOWN OF DRAYTON VALLEY

Subject:	Support Grants for Community Events	Policy No.:	A-01-01
Department:	Administration		
Approval Date:	June 27, 2001	Review Date:	April 6, 2022
Associated Policies:			

### Support Grants for Community Events Policy

#### Purpose

The Town of Drayton Valley (hereinafter referred to as the "Town") recognizes that there are businesses, community groups and/or organizations that host community events. A community event can be described as a wide range of activities that can be a one time or infrequently occurring event that provides the community with a leisure or social opportunity and/or raises funds for programs or services that enhance the social fabric of the community.

#### General Policy

1. The Town will identify in its yearly administration budget an amount of funds that may be allocated for the purposes of grants for community events.
2. Community event grant or assistance approved by the Town may take any of the following forms:
  - a. direct sponsorship through provision of funds;
  - b. indirect or in-kind sponsorship through:
    - i. discounts or subsidies;
    - ii. fee waivers; or
    - iii. provision of services (ie. staff time or equipment).

#### Responsibilities

The organization requesting a grant must:

- a. be based in the community;
- b. be supported by the community at large;
- c. provide opportunities for community access and involvement within their organization, without regard to race, sexual orientation, religion, creed, gender, or disability; and
- d. carry adequate insurance to protect any sponsoring agency.

<b>Subject:</b>	Support Grants for Community Events	<b>Sign off:</b>	
<b>Department:</b>	Administration		
<b>Approval Date:</b>	June 27, 2001	<b>Review Date:</b>	April 6, 2022

Organizations or community events that will not be considered for grant funding include, but are not limited to:

- a. funding for activities or organizations that take place outside of the community or remove funds from the community;
- b. individual applicants;
- c. religious institutions or organizations;
- d. commercial (for-profit) events or organizations;
- e. advocacy groups;
- f. ongoing operational budgets for organizations;
- g. and
- h. Provincially or nationally-based organizations that do not have an organized presence in the community.

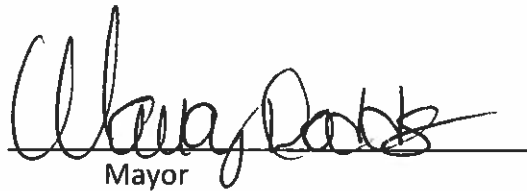
The Town recognizes that certain major community events may be organized and hosted for the Town and its surrounding communities by local organizations or committees. These events are deemed to be part of the general operations of the Town and are excluded from receiving support grants. The approval of these events is at the discretion of Town Council.

#### **Procedure**

1. Applicants must submit a written application to the Community Services Manager in the form prescribed by the Town. The application must provide, but may not be limited to, the following:
  - a. details of the community event, listing date(s), time(s), location(s), and activity(ies) to be undertaken;
  - b. the number of individuals or organizations will benefit from the community event;
  - c. the manner in which individuals or organizations will benefit from the community event;
  - d. the reason for requesting a grant from the Town;
  - e. the nature of the grant, including the amount of funds requested;
  - f. a budget or business plan for the community event requiring sponsorship, showing anticipated revenue sources and expenditures;
  - g. contact information, including name, address, telephone number and email address;
  - h. a list of other organizations that have been, or will be, approached for sponsorship; and
  - i. a description of how sponsoring organizations will be recognized.

Subject:	Support Grants for Community Events	Sign off:	
Department:	Administration		
Approval Date:	June 27, 2001	Review Date:	April 6, 2022

2. A Selection Committee, selected by and which shall include the Community Services Manager will administer the Grant on behalf of Town Council based on the criteria set out in the guidelines. Decisions to support grant applications will be based on the organization's ability to address the following criteria, whereby the stated service must:
  - a. benefit the community as a whole, or a specific major group within the community;
  - b. provide equal access to the service, without discrimination;
  - c. not already be receiving direct or indirect support from the Town for the stated service;
  - d. address an identified need in the community and contribute to the common good of the community; and
  - e. recognize the Town's contribution to the stated service.
3. Grant funding support may be provided for the full amount of the request, or for any portion of the requested contribution.
4. The amount of grant funds awarded in a fiscal year may not exceed the total amount identified by the Town in its annual budget. Any remaining funds in this allocation will remain in general revenues and will not be accruable to the next fiscal period.
5. Grant funding applications will be reviewed on a quarterly basis, after each of the following deadline dates, pending available funding:
  - a. January 1<sup>st</sup>;
  - b. April 1<sup>st</sup>;
  - c. July 1<sup>st</sup>; and
  - d. October 1<sup>st</sup>.
6. The Selection Committee will review all applications and present the recommendation to Town Council to approve or refuse the request.
7. Grant funding recipients must submit a final report, with a Financial Statement, to the Community Services Manager within thirty (30) days of the stated service end date. No subsequent grant application will be considered by the Town until such time as the report has been received by the Town.

  
Mayor

Subject:	Support Grants for Community Events	Sign off:	
Department:	Administration		
Approval Date:	June 27, 2001	Review Date:	April 6, 2022

April 14/2022  
Approval Date



## TOWN OF DRAYTON VALLEY

Subject:	Roger Coles Memorial Youth Sports Grant	Policy No.:	A-01-13
Department:	Administration		
Approval Date:	July 31, 2013	Review Date:	April 6, 2022
Associated Policies:			

### Roger Coles Memorial Youth Sports Policy

#### Purpose

The Town of Drayton Valley (hereinafter referred to as the "Town") recognizes the importance of sport and recreation in our community and has established the Roger Coles Memorial Youth Sport Grant to recognize the sacrifice and dedication of our young individuals to sport.

#### General Policy

This grant is designed to provide financial assistance to local athletes with expenses associated with different levels of competition. The Town has established the Roger Coles Memorial Youth Sport Grant Policy to assist athletes based upon the guidelines attached hereto as Schedule "A" and forming part of this Policy.

#### Responsibilities

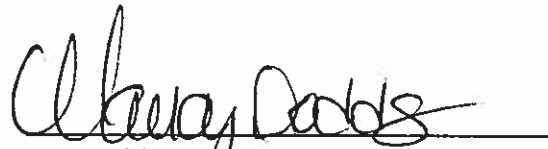
The individual requesting a grant must meet the criteria set out in Schedule "A".

#### Procedure

1. Youth individuals desiring a grant from the Town must submit a written application to the Community Services Manager, in the form prescribed by the Town.
2. Decisions to support grant applications will be based on the individual's ability to meet the grant criteria.
3. Grant funding support may be provided for the full amount of the request, or for any portion of the requested contribution.
4. A Selection Committee, selected by and which shall include the Community Services Manager, will administer the Grant on behalf of Town Council based on the criteria set out in the guidelines.

Subject:	Roger Coles Memorial Youth Sports Policy	Sign off:	
Department:	Administration		
Approval Date:	July 31, 2013	Review Date:	April 6, 2022

5. The amount of grant funds awarded in a fiscal year may not exceed the total amount identified by the Town in its annual budget. Any remaining funds in this allocation will remain in general revenues and will not be accruable to the next fiscal period.
6. Grant funding applications will be reviewed on a quarterly basis, after each of the following deadline dates, pending available funding:
  - a. January 1<sup>st</sup>;
  - b. April 1<sup>st</sup>;
  - c. July 1<sup>st</sup>; and
  - d. October 1<sup>st</sup>.
7. The Selection Committee will review all applications and present the recommendation to Town Council to approve or refuse the request.
8. Grant funding recipients must submit a final report, with a Financial Statement, to the Community Services Manager within thirty (30) days of the stated service end date. No subsequent grant application will be considered by the Town until such time as the report has been received by the Town.

  
 Mayor

  
 Approval Date

Subject:	Roger Coles Memorial Youth Sports Policy	Sign off:	
Department:	Administration		
Approval Date:	July 31, 2013	Review Date:	April 6, 2022

## SCHEDULE "A" Guidelines

### **PURPOSE:**

To assist members of the community of Drayton Valley:

- With eligible costs associated to compete in a sport championship competition (hereinafter referred to as the "event") at the following levels in which a CHAMPION is declared:
  - Western Canadian
  - National, or
  - International

Grants or assistance approved by the Town may take any of the following forms:

- Direct sponsorship through provision of funds (cash)
- Indirect sponsorship through:
  - o discounts/subsidies
  - o fee waivers
  - o fee deferral
  - o purchase of advertising
  - o purchase of goods/services

### **ATHLETE ELIGIBILITY:**

- Must be a member of the community of Drayton Valley
- Must be an individual with amateur status
- Must be sponsored by or affiliated with a registered nonprofit sport organization
- Must fall within the following definition of "Youth": an individual who is eighteen (18) years of age or younger at the time of the event.

A provision may be made on a case-by-case basis for those athletes selected by the provincial sport governing body to represent Alberta at the National Championship, provided there is no competition to recognize a provincial champion in a particular class or category.

Subject:	Roger Coles Memorial Youth Sports Policy	Sign off:	
Department:	Administration		
Approval Date:	July 31, 2013	Review Date:	April 6, 2022

**ATHLETE INELIGIBILITY:**

- Athletes receiving Federal Carding Assistance
- Athletes receiving 100% travel subsidy through the National or Provincial Sport Governing Body
- Athletes representing corporate entities
- Athletes already receiving a subsidy of some form from the Town

**APPLICATION SUBMISSION:**

Applicants must submit a completed Town of Drayton Valley Roger Coles Memorial Youth Sport Grant Application form:

- Upon qualifying to compete in a Western Canadian, National, or International championship event;
- or up to 30 days after the event

**GUIDELINES:**

The individual will not normally receive more than one grant from the Town of Drayton Valley in a calendar year

- Grant awards of under \$100 will not normally be considered
- The allocation of a grant is subject to the availability of funds
- Applicants must submit a fully completed Application form, including a budget for attendance at the event (including travel, lodging, meals and registration fees), as well as a list of sponsorship or funding requested and obtained from other sources
- Funding support may be provided for the full amount of the request, or for any portion of the requested contribution. Applicants are encouraged to fundraise and access support from other sources, which will be taken into consideration during review of the application. The Town will look at funding opportunities of approximately fifty (50%) percent of the budgeted cost of attending the event.

Subject:	Roger Coles Memorial Youth Sports Policy	Sign off:	
Department:	Administration		
Approval Date:	July 31, 2013	Review Date:	April 6, 2022

### **APPLICATION PROCESS:**

#### **Pre-Event:**

Applicants **MUST** submit the following:

- An official letter from the appropriate sanctioning body, which verifies the date(s) and location of the event and acknowledges the Applicant as the recognized competitor/participant;
- Proof of travel cost as provided by a commercial airline or bus company or car rental agency or train company;
- Poster for the event (if available)
- NOTE: PRE-EVENT APPLICATIONS shall only receive grant funding upon meeting the grant program's eligibility criteria and meeting the final report requirements within 30 days after an event.

#### **Post-Event:**

Within 30 days of the event, applicants **MUST** verify travel to the event by providing (FINAL REPORTING REQUIREMENTS) as follows:

- Proof of participation in the event
- Outcome of the competition (e.g. media report, official's record, letter from sanctioning organization)

All applicants will be notified in writing as to the grant decision within a reasonable time after the application submission.

All applications will be reviewed by a selection committee.

All applicants will be required to recognize the Town's contribution to the event or service which was sponsored.

If you have any questions please e-mail [info@draytonvalley.ca](mailto:info@draytonvalley.ca) or call 780.514.2200.

# TODV COMMUNITY GRANTS - Tracking Sheet Requests

4th Quarter ending October 3, 2022

Total Budget Per Year (Community Events Grant, Roger Coles Memorial Youth Sports Grant and Youth Arts, Heritage & Culture Grant)	\$ 25,000.00
One Time Allocation from Grants to Organizations Code	\$ 5,000.00
Total Granting Funds Available for the Year:	\$ 30,000.00

Total Gift-In-Kind Amount Allocated to Date: \$ 6,230.25

Total Funding Amount Allocated to Date: \$ 26,503.75

**Total Funding Amount Remaining to be Allocated: \$ 3,496.25**

Approved	Declined	Individual/Organization	Amount Requested	Amount Recommended	In-Kind Requested	In-Kind Recommended	Additional Notes
		Eagle Point Blue Rapids Park Council and Aim for Success - Forbidden Forest Pumpkin Walk - October 27, 2022	\$ 1,000.00	\$ 1,000.00			- Open to all, Promotes Health, Outdoors & Family Friendly
		Rotary Club of Drayton Valley - Community Needs Assessment - Oct. 2022 to May 2023	\$ 1,000.00	\$ -			- Direct the Rotary Club to apply for the Drayton Valley & District FCSS Grant
		Tyler Reid Harrison - Snowboarding - Riders on Board Push for the Podium Training Program - Sept. 2022 to Apr. 2023	\$ 5,000.00				- Western and Nationals Slopestyle events
			\$ 7,000.00	\$ 1,000.00	\$ -	\$ -	

## TODV COMMUNITY GRANTS - 2022 Yearly Tracking Sheet

Total Budget Per Year (Community Events Grant, Roger Coles Memorial Youth Sports Grant and Youth Arts, Heritage & Culture Grant)	\$	25,000.00
One Time Allocation from Grants to Organizations Code	\$	5,000.00
Total Granting Funds Available for the Year:	\$	30,000.00

Total Gift-In-Kind Amount Allocated to Date: \$ 6,230.25

Total Funding Amount Allocated to Date: \$ 26,503.75

**Total Funding Amount Remaining to be Allocated: \$ 3,496.25**

Approved	Declined	Final Report Received	Individual/Organization	Amount Requested	Amount Approved	In-Kind Requested	In-Kind Approved	Additional Notes
X		X	Drayton Valley Community Foundation - Street Party - June 24 & August 19, 2022	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	- Street Party - June 24 and August 19, 2022
X		X	Variety - the Children's Charity of Alberta - Go Baby Go Event - July 22	\$ 577.50	\$ 577.50	\$ -	\$ -	- Committee Approved Application
X		X	Brazeau Child & Family Centre - Open Gym Night - May 2 to Jun. 30	\$ 2,800.00	\$ 350.00	\$ -	\$ -	- The Event will benefit a small number of participants. - The target group is for individuals who are already participating in Gymnastics. - Committee Recommends: to pay \$350 for one free class
	X	N/A	Drayton Valley National Swim Club - Trivia Night - May 13	\$ -	\$ -	\$ 935.00	\$ -	- They are asking for funds so that they can fundraise for a town capital project. - Committee Recommends: \$0
X		X	Drayton Valley Pro Rodeo Society - Pro Rodeo - Apr. 28 to May 1 <b>FNL REPORT EMAIL REMINDER SENT - Jun. 14</b>	\$ 3,000.00	\$ 3,000.00	\$ 3,600.00	\$ -	- Granting the in-kind support will affect the 2022 revenues for the Omniplex. - The Rodeo Society provides the dirt, and this benefits other groups, such as 4-H and Medieval Nights. - Committee Recommends: \$3,000 for Ambulance & Insurance Costs but decline the in-kind rental request
	X	N/A	Drayton Valley & District Slo-Pitch Society - Adult Slo-Pitch Tournament - May 14 & 15	\$ 5,000.00	\$ -	\$ -	\$ -	- Committee Recommends: \$0 as they are receiving \$56,000 from the 2022 budget for upgrades to the sportsfields
	X	N/A	Drayton Valley Lamplighters Events Group - Hockey Tournament - Apr. 8	\$ 5,000.00	\$ -	\$ -	\$ 963.25	- In-kind on Ice and Lobby Rental - Committee Recommends: \$0 as they have received in-kind support for the event
X		<b>EVENT CANCELLED</b>	National - Mens Team & K.P. Ladies Team - Slo-Pitch Tournament - Jun. 11&12	\$ 1,000.00	\$ -	\$ -	\$ -	- <b>EVENT CANCELLED - FUNDING RETURNED</b> - The \$1,000 is to pay for the rental of the diamonds in order to host tournament. - Will increase tourism and will promote the campground - Committee Recommends: \$1,000
	X	N/A	Opportunity Home - Addiction Recovery 90 day Program - Year Round	\$ 5,000.00	\$ -	\$ -	\$ -	- Committee Recommends: \$0 as the ask is for operational costs and that does not fit the criteria set out in the policies
X			Pembina Nordic Ski Club - 1km & 5km Race - Oct. 8	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	- Promotes Tourism, Health, Family Friendly, Nature and the Outdoors - Committee Recommends: \$1,000
X		X	Rotary Club of Drayton Valley - Community BBQ Jul. 15	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	- Free and Accessible to all - Committee Recommends: \$1,500

## TODV COMMUNITY GRANTS - 2022 Yearly Tracking Sheet

X		X	Straight Blast Gym - Grappling Tournament - Apr. 23	\$ 3,500.00	\$ 1,500.00	\$ -	\$ -	- Promotes Tourism, open to spectators - Committee Recommends: \$1,500 for Ambulance & Insurance Costs
	X	N/A	Isabella Choy - Competition Fees & Travel Expenses (x2 a week to Spruce Grove)	\$ 1,450.00	\$ -	\$ -	\$ -	- Committee Recommends: \$0 as the ask does not fit the criteria set out in the policy because the eligible costs are not associated with National or International competition.
X		N/A	DVB Aquatic Centre Committee - Trivia Night Fundraiser	N/A	N/A	\$ 117.00	\$ 117.00	- Donated 18 Single Adult Admission Passes - Approved In-kind donation of \$117
X			Drayton Valley Community Foundation - DV100 - September 9 & 10, 2022	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	- Promotes Tourism, Health, Outdoors & Family Friendly - Receives \$5,000 of in-kind supports from the Town yearly for the DV100 - Received funding of \$10,000 plus in-kind support to host 2 street
X		X	Drayton Valley & District Historical Society/ Drayton Valley Museum - Outdoor Movie Nights - July 15 & August 12, 2022	\$ 726.25	\$ 726.25	\$ -	\$ -	- Free & Accessible to all, Family Friendly and Outdoors - Receives \$25,000 yearly from both the Town & County for Maintenance & Operations
X		X	Eagle Point-Blue Rapids Parks Council - Choose Your Own Adventure - Poker Rally - July 16, 2022	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	- Open to all, Health, Outdoors & Family Friendly
X			Straight Blast Gym - Premier Provincial Jiu Jitsu Tournament - September 24 & 25, 2022	\$ 6,000.00	\$ 3,400.00	\$ -	\$ -	- Promotes Tourism, Open to Spectators - Alberta's First 2 day Tournament - Province's first Teen Super Matches
X			Steelers Ball Team - All Mens & All Ladies Slo-Pitch Ball Tournament - September 10 & 11, 2022	\$ -	\$ 350.00	\$ -	\$ 150.00	- Promotes Tourism, Health Outdoors, and Open to Spectators - The in-kind to cover the Rental Costs of Diamond 1, 4 & 5 for the Weekend
			National Student Leadership Summit - 3 students attending - Indianapolis Indiana - July 18 - 20	\$ 2,100.00	\$ 2,100.00	\$ -	\$ -	- Enhance Leadership Skills, Goal Setting & Understanding Diversity & Inclusion and Building Relationships
			Eagle Point Blue Rapids Park Council and Aim for Success - Forbidden Forest Pumpkin Walk - October 27, 2022	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	- Open to all, Promotes Health, Outdoors & Family Friendly
				\$ 55,653.75	\$ 26,503.75	\$ 4,652.00	\$ 6,230.25	



# TOWN OF DRAYTON VALLEY

## COMMUNITY EVENT GRANT CHECKLIST

### OFFICE USE ONLY

**Name of Applicant:** Rotary Club of Drayton Valley

**Name of Event:** Community Needs Assessment - October 2022 to May 2023

Selection Criteria:	Comments:
meets policy criteria	<ul style="list-style-type: none"> <li>No</li> </ul>
benefits the community as a whole or a specific major group within the community	<ul style="list-style-type: none"> <li></li> </ul>
provide equal access to the service, without discrimination	<ul style="list-style-type: none"> <li></li> </ul>
not already receiving direct or indirect support from the Town for the stated service	<ul style="list-style-type: none"> <li></li> </ul>
address an identified need in the community and contribute to the common good of the community	<ul style="list-style-type: none"> <li></li> </ul>
recognize the Town's contribution to the event or service sponsored	<ul style="list-style-type: none"> <li></li> </ul>

Additional Information:	Notes:
Has the Town directly sponsored this event before?	<ul style="list-style-type: none"> <li></li> </ul>

**Request:**

Requesting \$1,000 to assist with costs associated with hosting meetings with various community organizations and members to have discussions and to assess what the needs are for the community.

**Recommendation to Council:**

Have Council direct the Rotary Club to the Drayton Valley & District FCSS for grant funding.



## TOWN OF DRAYTON VALLEY

### COMMUNITY EVENT GRANT APPLICATION FORM

Date: September 20, 2022 Event Date: Between Oct./22 and May/23

Organization Name: Rotary Club of Drayton Valley

Mailing Address: P.O.Box 5126, Drayton Valley AB T7A 1R3

Contact Name: Jeannette Vatter Title: Club Administrator

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

#### ORGANIZATION MANDATE

Description of the organization's mandate:

Rotary Club of Drayton Valley plans to assess the needs of Drayton Valley and District with a view to identifying areas in which Rotary is able to help.

#### STATED SERVICE

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

The plan is to interview organizations, clubs and individuals between October 2022 and May 2023. We plan to rent venues and have focus groups, have lunches, set up meetings, serve coffee and doughnuts and initiate discussions as set out by our process.

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

The primary purpose is to help the Rotary Club, but will share the information and feel it will be beneficial to both Town and County in their planning.

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

The information gathered will be analyzed to generate projects that will benefit people in the community and will consider degree of community support.

### **SPONSORSHIP REQUEST**

**Reason for request from the Town:**

Rotary is making grant applications to Town, County, DVCF and Weyerhaeuser. We feel this is important to have the commitment from the Town, showing that this will be valuable information when finalized.

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

We would appreciate support in the amount of \$1000.00.

**Please attach:**

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

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

**How will sponsoring organizations be recognized?**

Will have sponsor sheet and poster displayed at each interview and gathering.

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

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

Applicant's Signature: \_\_\_\_\_

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

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

*Sept 20/2022*

**MAIL TO:**

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

**DELIVER TO:**

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

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

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

# Rotary Club of Drayton Valley - Assessment Budget 2022-2023

	November	December	January	February	March	April	May	Totals
Number of Interviewees	6	6	6	6	6	6	6	42
<b>Revenues</b>								
Weyerhaeuser Grant		\$ 3,500.00						
Brazeau County		\$ 1,000.00						
Town of DV		\$ 1,000.00						
DVCF		\$ 1,000.00						
Rotary Club		\$ 150.00						
<b>Total</b>		<b>\$ 6,650.00</b>						
<b>Expenses</b>								
Rental of Venue for Interviews	200.00	200.00	200.00	200.00	200.00	200.00	200.00	\$ 1,400.00
5 venues at \$40.00 each								
Lunches	600.00	600.00	600.00	600.00	600.00	600.00	600.00	\$ 4,200.00
Coffee and Doughnuts	50.00	50.00	50.00	50.00	50.00	50.00	50.00	\$ 350.00
Flip Charts, and supplies	100.00	100.00	100.00	100.00	100.00	100.00	100.00	\$ 700.00
<b>Total</b>								<b>\$ 6,650.00</b>



# TOWN OF DRAYTON VALLEY

## ROGER COLES MEMORIAL YOUTH SPORT

### GRANT CHECKLIST

**OFFICE USE ONLY**

Name of Applicant/Organization: Tyler Reid Harrison

Name of Event: Snowboarding - Riders on Board Push for the Podium Training Program - Sept/22 - Apr/23

CRITERIA	
Guideline Requirements:	Notes:
Applicant is 18 years of age or younger.	Yes
Applicant is participating or competing in events as shown in official letter from the appropriate organization.	Registration Documents have been attached
How the applicant will recognize the Town's contribution to the event or service sponsored.	Logo featured on Snowboard, Social Media and Instagram.

Additional Information	Notes:
Receipts and/or quotes submitted by applicant or "with application" as below.	Yes, the receipts for registration, membership, license, ski pass & lift tickets, insurance, and fees.
Budget for attendance at the event.	Yes
List of sponsorship or funding requests from other sources.	Nothing presented
Poster or brochure of the event submitted with application.	No, receipts were provided

**Comments:**

Requesting \$5,000 to help cover the costs associated with training for and attending the Westerns & National Slopestyle Snowboard Events.

**Recommendation to Council**

For Consideration by Council.



# TOWN OF DRAYTON VALLEY

## ROGER COLES MEMORIAL YOUTH SPORT GRANT APPLICATION FORM

Date: September 27, 2022

Type of Sporting Event/Program: Snowboarding - Riders On Board Push For The Podium Training Program

Name: Tyler Reid Harrison

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

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

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

Name to be printed on the cheque if different than above and relationship to the applicant:

Name: Tyler Harrison Relationship with Applicant: \_\_\_\_\_

What is the name of the affiliated, if any, organization related to this application?

Tyler will be training under Riders On Board Push For the Podium

Describe the competition, event or training program you wish to participate in?

On & Off Snow Training from September 2022 to April 2023. Snowboard Trampoline Aerial Awareness from September to November with on snow snowboard training 6 days a week from December to April training for Provincial, Westerns, & Nationals Slopestyle Snowboard Events. Last year Tyler also trained in Portland, Oregon for a week. Tyler will compete in Provincials, Westerns and National Slopestyle events this winter as well representing Drayton Valley where he first learned to snowboard at the local hill.

### EVENT INFORMATION

Name of Event: Riders On Board Push for the Podium Event Date: September 2022 to April 2022

Event Location: Calgary Olympic Park

Name of Hosting Organization and Community: \_\_\_\_\_

Host Contact Name: Riders On Board

Mailing Address: #166 - 919 Centre Street NW Calgary Alberta, T2E 2P6

Email: office@ridersonboard.com Telephone: 403-870-8368

Organization/Event Website Address: ridersonboard.com

## REQUIRED ATTACHMENTS

### PRE-EVENT APPLICATIONS must submit the following information.

1. An official letter from the appropriate organization, which verifies the date(s) and location of the event and acknowledges the Applicant as a registered participant or competitor. This letter should also contain the organization's address, phone number, fax number, and name of the contact person.
2. Total travel cost (quotations indicating the name of payee) as provided by commercial airline, train or bus company, being used as a means of transportation to the event, and mileage from town centre to event location.
3. Budget of all expected expenses for attendance at the event (including travel, lodging, meals, registration fees, and other incurred expenses).
4. Budget of all expected revenues to secure funding to attend/participate in the event (including a list of all personal contributions, sponsorship, or funding requested and obtained from other sources).
5. Poster or brochure of event/activity/program if available.
6. In what ways would you acknowledge the Town of Drayton Valley's financial contribution? (List promotional material on which the Town's logo would be included)

Social Media including Instagram, and at all events. Logo would be featured on Tylers Snowboard.

### POST-EVENT APPLICATIONS (within 90 days of the event) must submit the following information.

1. An official letter from the appropriate organization, which verifies the date(s) and location of the event, and acknowledges the Applicant as a participant or competitor. This letter should also contain the organization's address, phone number, fax number, and name of the contact person.
2. Proof of participation in the event.
3. Proof of travel costs (receipts indicating the name of payee) as provided by commercial airline, train or bus company, or fuel receipts, being used as a means of transportation to the event, and mileage from town centre to event location.
4. Present a report of all expenses associated with attending the event (including travel, lodging, meals, registration fees, and other incurred expenses).
5. Present a report of all revenues secured in order to attend the event (including a list of all personal contributions, sponsorship, or funding requested and obtained from other sources).
6. Poster or brochure of event/activity/program if available.

**FINANCIAL INFORMATION****REVENUES**

Monies contributed by Applicant/Organization: \$ \$0.00

Monies earned through sponsorships, donations and/or fundraising (excluding all government support funding): \$ \$0.00

Monetary value of gifts in kind received: \$ \$0.00

Specify all Federal, Provincial and/or Municipal Government support received:

\$ 0.0 Grant/Program Name: \_\_\_\_\_

\$ 0 Grant/Program Name: \_\_\_\_\_

\$ 0 Grant/Program Name: \_\_\_\_\_

Specify the monetary amount from all other funding sources: \$ 0.00

Total Revenues: \$ 0.00

**EXPENSES**

Travel by air\*: \$ 0.00

Oversized Baggage (only if required for participation in event): \$ 0.00

Travel by bus or train\*: \$ 0.00

Travel by personal vehicle\*\*: \$ ~~0~~ unknown.

Specify all other expenses:

\$ 5775.00 Description: Push For the Podium Riders On Board (Receipt Included)

\$ \$680.98 Description: CanWest Pass for Lift Tickets (Receipt Included)

\$ \$250.76 Description: ASA Insurance/Fees (Receipt Included)

\$ \$5000.00 (Estimate) Description: Snowboard Gear/Transporation/Living Expenses in Calgary (no receipt)  
\$450.00 Events - National / Provincial Westerns

\* Travel expenses must be supported by attachment of quotes.

\*\* Please verify the distance from town centre to your travel destination event location with the Alberta Motor Association or Travel Alberta. Maximum grant amounts also apply to mileage.

Amount of Grant Requested: \$ 5000.00

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

1. The information provided is accurate.
2. The signature below is that of the registered director, board member or authorized designate of the organization or athlete, parent or guardian (for an athlete under the age of 18) receiving sponsorship.
3. I understand and agree that this application for municipal sponsorship or any information related thereto is not confidential information and may be released by the Town of Drayton Valley.
4. Applicant is 18 years of age or younger.

Applicant's Signature: \_\_\_\_\_

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

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

Sept 27/2022

Dependent Name (if applicable): \_\_\_\_\_

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

**MAIL TO:**

Town of Drayton Valley  
Roger Coles Memorial Youth Sport Grant  
Box 6837  
Drayton Valley, AB T7A 1A1

**DELIVER TO:**

Town of Drayton Valley  
Roger Coles Memorial Youth Sport Grant  
5102 - 52 Street  
Drayton Valley, AB

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

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

# Receipt

Thank you Tyler for your purchase and for using SnowReg, our trusted membership platform provider. A summary of your transaction is included below. Please don't hesitate to contact us if you have any questions.

## Alberta Snowboard Order# SNOWREG-146059

Item	Quantity	Sub Total
Alberta Snowboard - 2022/2023 Membership		
- Tyler Harrison - Compete + FIS	1	\$100.00
Sub Total: \$100.00		
Processing Fees: \$5.75		
GST (5%): \$0.29		
Total: \$106.04		

## Canada Snowboard Order# SNOWREG-146058

Item	Quantity	Sub Total
Canada Snowboard 2022/2023		
- Tyler Harrison - FIS Licence	1	\$50.00
- Tyler Harrison - Compete	1	\$15.00
Sub Total: \$65.00		
Processing Fees: \$4.75		
GST (5%): \$0.24		
Total: \$69.99		

## Canada Snowboard Addons Order# SNOWREG-146057

Item	Quantity	Sub Total
Canada Snowboard Add-ons 2022/2023		
- Tyler Harrison - SAIP Insurance Level 3	1	\$71.00

Sub Total: \$71.00  
Processing Fees: \$3.55  
GST (5%): \$0.18  
Total: \$74.73

**Summary**

Checked out at: Jul 17, 2022, 11:48 AM

Total paid: CAD \$250.76

Paid by: Online Payment

Vendor: WePay

Card Type: Visa

Credit Card Number: xxxx xxxx xxxx 7021

If your purchase includes items from more than one organisation, these purchases will be itemised on your credit card statement.

**BILLING ADDRESS**

**Tyler Harrison**

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

**PROCESSED BY**

**Snow Reg, a division of Interpodia  
Technology Corp.**

4313 Gallant Avenue

North Vancouver, BC V7G 1L1

Canada

Tax #82187 2496 RT0001

## Riders on Board - 2022-2023 Riders On Board Program Registration (Calgary) - Other payment option

R.O.B Office <office@ridersonboard.com>

Tue 2022-07-12 1:45 PM

To: Tyler Harrison Legal Prefers Reid

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

Registration Confirmation

**Welcome to the 2022-23 season!**

Thanks for registering with Riders On Board. Welcome to our 23rd season of providing snowboarding programming and coaching in Alberta! We're really looking forward to having you ride with us!

**IF YOU ARE NEW TO THE CLUB**, please complete the following waiver online **PRIOR** to the first day of training.

**[Riders On Board \(Snowboarding\) Ltd. Waiver](#)**

If you are participating in any of our programming, **all athletes must have an Alberta Snowboard Association membership**, either Recreational Membership for Lil' Shredders and Freestyle programs or Compete Membership for Competitive programs.

If you have not had a membership in the past, you will have to create a new profile. If you had a membership last season, you can login to your account and renew it.

**[CLICK HERE to purchase your ASA membership](#)**

Winsport's season pass is not included in your program, please click on the link below to purchase your pass. Please note the passes are discounted until September 18th.

**[CLICK HERE to purchase your Winsport's season pass](#)**

---

Event:	2022-2023 Riders On Board Program Registration (Calgary) - Other payment option <a href="#">View Event Details</a>
Date & Time:	Sep 01, 2022 12:00 AM - Apr 30, 2023 11:59 PM [America/Edmonton UTC -7]
Location:	Dryland Programs - The Compound YYC/ Pegasus Gym On Snow Programs - Winsport - Canada Olympic Park, Calgary AB Canada
Event Coordinator:	R.O.B Office , office@ridersonboard.com, 403-870-8368

## Registration Confirmation - Tyler Harrison (Legal) Prefers Reid

Order ID: R1228517  
 Registrant Type: Athlete  
 Registration Date: July 12, 2022 12:45:00 MDT  
 Total Amount: \$1,050.00  
 Order Status: Successfully paid and processed!  
 Payment Method: Visa  
 Card Name: Elisha Reid

Note that your credit card statements will read:

**R1228517 RIDERS ON BOARD**

Refer to this order ID for any questions you may have regarding your registration.

## Payment Instructions

All programs are non-refundable.

## Confirmation Details - Tyler Harrison (Legal) Prefers Reid

Selections for Tyler Harrison (Legal) Prefers Reid	Qty	Unit Price	Amount CAD
Event Options			
Pushing for the Podium Program Deposit	1	\$1,000.00	<b>\$1,000.00</b>
			<b>Subtotal \$1,000.00</b>
GST# 878061209		GST	\$50.00

**Total for Tyler Harrison (Legal) Prefers Reid \$1,050.00**

## Personal Information - Tyler Harrison (Legal) Prefers Reid

Main email to receive updates **FOIP Act; RSA 2000; Chapter F-25; section 17 (1) & (4)**  
 Athlete's First Name Tyler  
 Athlete's Last Name Harrison (Legal) Prefers Reid  
 Athlete's email **FOIP Act; RSA 2000; Chapter F-25; section 17 (1) & (4)**  
 How did you hear about us? Returning  
 Athlete's Mailing Address  
 City **FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)**  
 Province  
 Country  
 Postal Code

Athlete's Age	15
Athlete's Gender	Male
Emergency Contact	Elisha Reid
Phone (Emergency)	FOIP Act; RSA 2000; Chapter F-25; section 17 (1) & (4)
Athlete Birthdate (YYYY-MM-DD)	2006-10-11
Years Snowboarding	11
Been coached before? (Yes/No)	Yes
If yes, with which club?	Riders
If RidersOnBoard, which coach?	Torrance
T'shirt size	Youth Medium

Powered By  
gifttool

**You paid an invoice! (#003371)**

**Riders On Board Snowboarding LTD** <messenger@messaging.squareup.com>

Thu 2022-07-14 12:58 PM

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



**Riders On Board Snowboarding LTD**

Invoice Paid

**\$2,362.50**

Paid on July 14, 2022

**Tyler Reid - 2022-23 Riders on Board program - Payment 2**

Invoice #003371

July 14, 2022

**Customer**

Elisha Reid

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

**Message**

We appreciate your business.

**Invoice summary**

<b>On Snow - Calgary</b>	<b>\$2,250.00</b>
2022/23 Program Payment	

Subtotal	\$2,250.00
GST	\$112.50

**Total Paid**

**\$2,362.50**

Visa 7021

07/14/22,  
11:58 AM

**Send estimates or invoices for your business?**

Process \$1,000 in sales free when you sign up for Square.

**Get Started**

**Riders On Board Snowboarding LTD**

#166-919 Centre Street NW

Calgary, AB T2E2P6 Canada

[office@ridersonboard.com](mailto:office@ridersonboard.com)

403-807-7630

GST/HST: 878061209

Please contact Riders On Board Snowboarding LTD about its  
privacy practices.



**You paid an invoice! (#003372)****Riders On Board Snowboarding LTD** <messenger@messaging.squareup.com>

Wed 2022-08-31 11:29 AM

To: **FOIP Act; RSA 2000; Chapter F-25; section 17(1) & (4)****Riders On Board Snowboarding LTD**

Invoice Paid

**\$2,362.50**

Paid on August 31, 2022

**Tyler Reid - 2022-23 Riders on Board program - Payment 3**

Invoice #003372

August 31, 2022

**Customer**

Elisha Reid

**FOIP Act; RSA 2000; Chapter  
F-25; section 17(1) & (4)**[Download Invoice PDF](#)**Message**

We appreciate your business.

**Invoice summary**

<b>On Snow - Calgary</b>	<b>\$2,250.00</b>
2022/23 Program Payment	

Subtotal	\$2,250.00
GST	\$112.50
<hr/>	
<b>Total Paid</b>	<b>\$2,362.50</b>

Visa 7021

08/31/22,  
10:29 AM**Send estimates or invoices for your business?**

Process \$1,000 in sales free when you sign up for Square.

[Get Started](#)**Riders On Board Snowboarding LTD**

#166-919 Centre Street NW

Calgary, AB T2E2P6 Canada

[office@ridersonboard.com](mailto:office@ridersonboard.com)

403-807-7630

GST/HST: 878061209

Please contact Riders On Board Snowboarding LTD about its  
privacy practices.



You paid an invoice! (#000026)

Alberta Snowboarding Association <messenger@messaging.squareup.com>

Wed 2022-09-14 12:16 PM

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

## Alberta Snowboarding Association

Invoice Paid

# \$680.98

Paid on September 14, 2022

**Can West Pass 2022-23**

Invoice #000026

September 14, 2022

### Customer

Tyler Harrison

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

[Download Invoice PDF](#)

### Invoice summary

Can West Pass 2022-23	\$680.98
-----------------------	----------

Subtotal	\$680.98
Total Paid	\$680.98

**Send estimates or invoices for your business?**

Process \$1,000 in sales free when you sign up for Square.

[Get Started](#)

**Alberta Snowboarding Association**

88 Canada Olympic Road SW

CALGARY, AB T3B5R5 Canada

Please contact Alberta Snowboarding Association about its  
privacy practices.





# Town of Drayton Valley AGENDA ITEM REPORT

## Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Jerreck Connors, Development Planner	<b>DEPARTMENT:</b>	Planning
		<b>DIVISION:</b>	Planning & Growth
<b>SUBJECT:</b>	Rezoning Bylaw 2022-17-D First Reading: Rezoning Undeveloped Land Southwest of 46 Avenue & 47 Street to (S-URB), Urban Reserve District		
<b>ATTACHMENTS:</b>	<a href="#">Attachment 1 - Zoning &amp; Aerial Maps</a> <a href="#">Attachment 2 - Draft Rezoning Bylaw 2022-17-D</a> <a href="#">Attachment 3 - Zoning Regulations</a>		

### **PROPOSAL AND BACKGROUND INFORMATION:**

Administration received an application regarding the rezoning and reconsolidation of various lots located Southwest of the intersection at 46 Avenue and 47 Street (see **Attachment 1 - Aerial Map & Zoning**). To facilitate the application, Administration will present to Council a series of overlapping bylaws and resolutions, each representing various aspects of the process for consideration and deliberation.

Due to the site remaining undeveloped after an unsuccessful development bid to an earlier Council, the Applicant is interested in pursuing a rezoning and reconsolidation of LOTS 2,3,4,5, 6MR, & 7 BLOCK 66 PLAN 0840074 with the aim of making the site more easily developable at a future date. To facilitate this, the Applicant and Administration are proposing a rezoning of all parcels from their current zoning to S-URB, a 'placeholder' Urban Reserve District zone specifically intended to be used on parcels awaiting future development plans (see **Attachment 2 - Draft Rezoning Bylaw 2022-17-D**).

### **The following rezonings are proposed:**

- **Lots 2, 5, 7 Block 66 Plan 0840074:** from (C-GEN) Commercial, General District to (S-URB) Special, Urban Reserve District
- **Lots 3, 4 Block 66 Plan 0840074:** from (R-HID) Residential, High Density District to (S-URB) Special, Urban Reserve District
- **Lot 6MR Block 66 Plan 0840074:** from (S-PRK) Special, Parks and Recreation District to (S-URB) Special, Urban Reserve District

A copy of each zone's regulations is included in **Attachment 3 - Zoning Regulations**.

Granting this Bylaw will allow all parcels to be more easily consolidated for future reconfiguration, and the Applicant more appropriately taxed based on the existing use of the site. Consolidation, reconfiguration, and redevelopment will still be dependent on other related applications to be presented to Council in the future.

Included in the first reading is a rezoning of Town owned Municipal Reserve land LOT 6MR BLOCK 66 PLAN 0840074 from S-PRK to S-URB. Council will be hearing a related application at the November 23rd Council Hearing seeking the removal of Municipal Reserve designation of this property. Should Council refuse to lift Municipal Reserve designation as a result of that Hearing, subsequent readings of this Bylaw will omit the Municipal Reserve land from consideration.

Administration is presenting this Bylaw for First Reading at this point to ensure appropriate deadlines are met for Town Policy and Municipal Government Act requirements. Approval of First Reading of this Bylaw as provided will not set a precedent or require Council to vote in a particular manner for any subsequent Bylaws or Resolutions pertaining to this matter.

#### **FINANCIAL IMPLICATIONS:**

Typical expenses associated with circulating the notices of public hearing would apply.

Failure to hold all three readings and approve prior to December 31st, or to refuse the rezoning application, would have implications on the tax assessment for privately owned lands in 2023.

#### **LEGAL/RISK IMPLICATIONS:**

All Municipalities carry legal risks, and any decision rendered could be appealed provided that the appeal is upon a question of law or jurisdiction as per section 688 of the Municipal Government Act.

#### **STAKEHOLDER AND COMMUNICATION STRATEGY:**

Subsequent to an approved First Reading, the amendment will be circulated to surrounding landowners and a public hearing will be advertised, to be held prior to the Second and Third Readings, and in accordance with the notification/circulation period outlined in Policy PD-02-12 'Rezoning Applications'.

#### **NEXT STEPS:**

If first reading is given, a public hearing for second and third reading will be advertised.

#### **RECOMMENDATION(S):**

That Council Approve First Reading of proposed Rezoning Bylaw 2022-17-D, as presented.

#### **ALTERNATIVES:**

That Council Approve First Reading of proposed Rezoning Bylaw 2022-17-D, with amendments.

That Council Postpone First Reading of proposed Rezoning Bylaw 2022-17-D, requesting further information in regards to \_\_\_\_\_.

That Council Refuse First Reading of proposed Rezoning Bylaw 2022-17-D.

Robert Osmond, CAO

Ken Woitt, General Manager of  
Planning & Growth

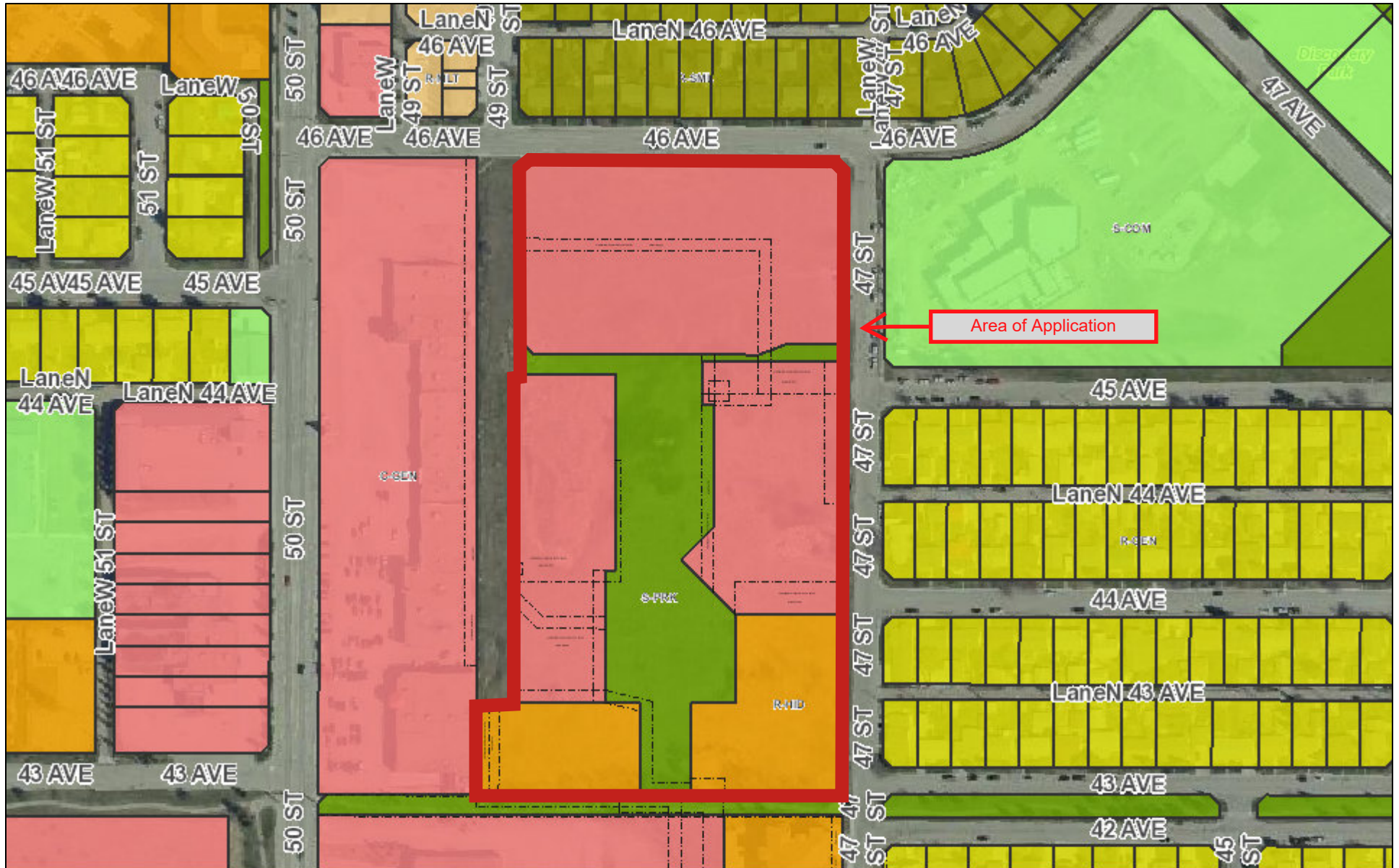
Approved - 04 Nov 2022

Approved - 27 Oct 2022

# ***ATTACHMENT 1***

## Zoning & Aerial Maps

# Zoning Map



October 27, 2022

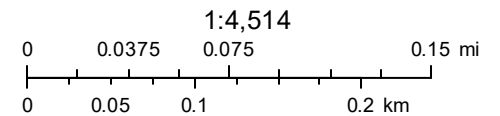
-- R/W

--- Town Boundary - Current

Private Land ATS LABELS

Town of Drayton Valley ATS LABELS

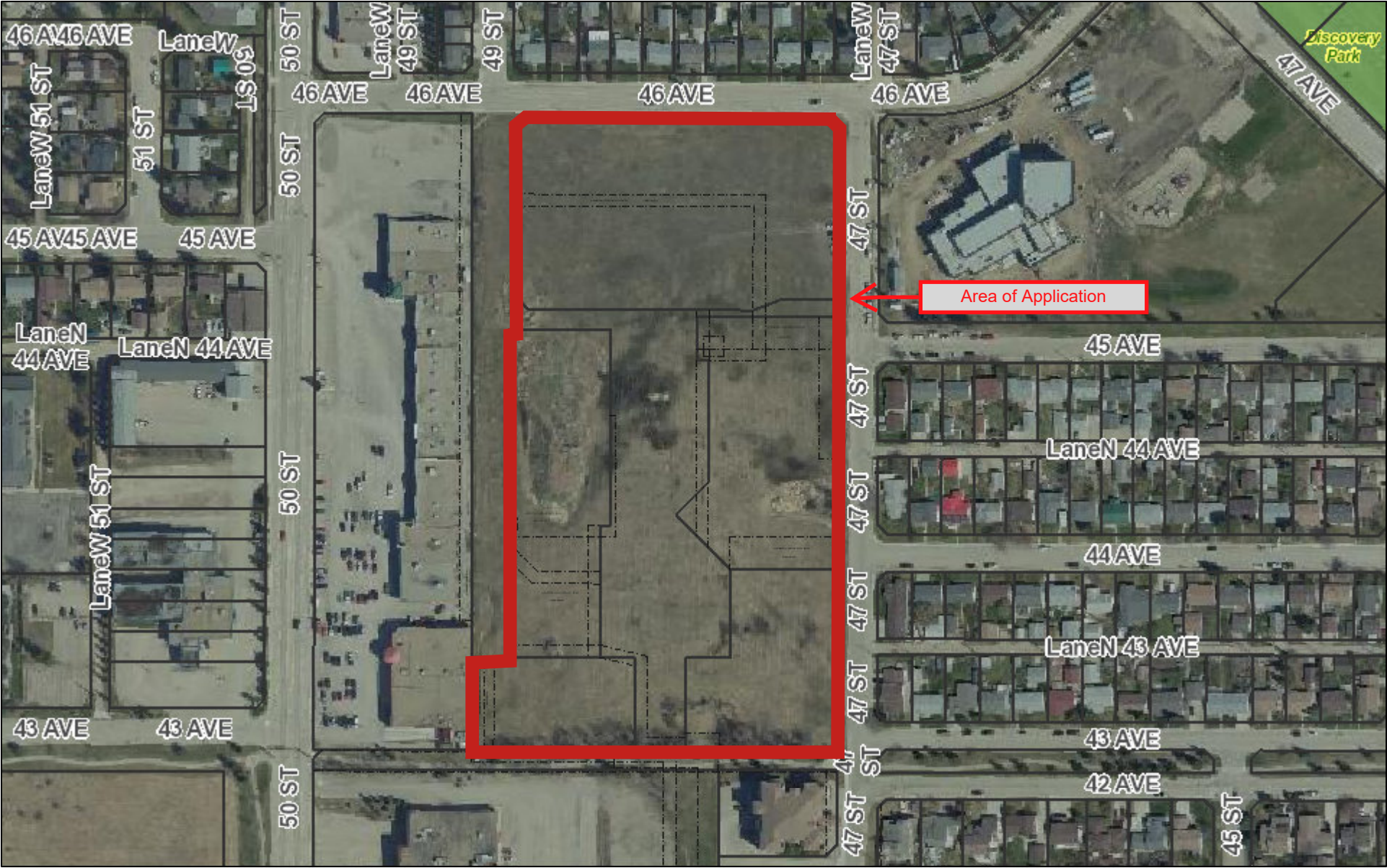
□ Parcels



Town of Drayton Valley  
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Town of Drayton Valley  
GIS - Information Services

# Aerial Map



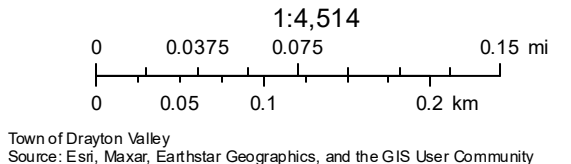
Page 5 of 17

October 27, 2022

- R/W
- Town Boundary - Current
- Private Land ATS LABELS

- Town of Drayton Valley ATS LABELS
- Parcels
- Parks

- mosaic2020\_tilecache
- mosaic2015\_WGS1984\_cache
- Roll Number



## ***ATTACHMENT 2***

Draft Bylaw  
2022-17-D



## **BYLAW NO. 2022-17-D**

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

**WHEREAS** Council deems it necessary to amend Land Use Bylaw 2020/12/D by rezoning LOTS 2, 5, 7 BLOCK 66 PLAN 0840074 from the existing Commercial, General District (C-GEN) to Special, Urban Reserve District (S-URB);

**WHEREAS** Council also deems it necessary to amend Land Use Bylaw 2020/12/D by rezoning LOTS 3, 4 BLOCK 66 PLAN 0840074 from the existing Residential, High Density District (R-HID) to Special, Urban Reserve District (S-URB);

**WHEREAS** Council also deems it necessary to amend Land Use Bylaw 2020/12/D by rezoning LOT 6MR BLOCK 66 PLAN 0840074 from the existing Special, Parks and Recreation District (S-PRK) to Special, Urban Reserve District (S-URB);

**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;

**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:

1. The land use designation of the following parcels, as shown in Appendix "A" attached hereto are to be changed:

PLAN 0840074  
BLOCK 66  
LOT 2  
EXCEPTING THEREOUT ALL MINES AND MINERALS

PLAN 0840074  
BLOCK 66  
LOT 5  
EXCEPTING THEREOUT ALL MINES AND MINERALS

PLAN 0840074  
BLOCK 66  
LOT 7  
EXCEPTING THEREOUT ALL MINES AND MINERALS

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

**TO: Special, Urban Reserve District (S-URB)**

2. The land use designation of the following parcel, as shown in Appendix “B” attached hereto are to be changed:

PLAN 0840074  
BLOCK 66  
LOT 3  
EXCEPTING THEREOUT ALL MINES AND MINERALS

PLAN 0840074  
BLOCK 66  
LOT 4  
EXCEPTING THEREOUT ALL MINES AND MINERALS

**FROM: Residential, High Density District (R-HID)**

**TO: Special, Urban Reserve District (S-URB)**

3. The land use designation of the following parcel, as shown in Appendix “C” attached hereto are to be changed:

PLAN 0840074  
BLOCK 66  
LOT 6MR  
EXCEPTING THEREOUT ALL MINES AND MINERALS

**FROM: Special, Parks and Recreation District (S-PRK)**

**TO: Special, Urban Reserve District (S-URB)**

**THAT** this Bylaw may be cited as the “Rezoning Bylaw 2022-17-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 \_\_\_\_, 2022, 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 parcels identified as **Lots 2,5,7, Block 66, Plan 0840074** and shown in **Figure 1- Rezoning Land Use Location Map**.

**Figure 1 - Rezoning Land Use Location Map**



## Appendix “B”

### AREA:

The Rezoning applies to the parcel identified as **Lots 3,4, Block 66, Plan 0840074** and shown in **Figure 2- Rezoning Land Use Location Map**.

**Figure 2 - Rezoning Land Use Location Map**



## Appendix “C”

### AREA:

The Rezoning applies to the parcel identified as **Lot 6MR, Block 66, Plan 0840074** and shown in **Figure 3- Rezoning Land Use Location Map**.

**Figure 3 - Rezoning Land Use Location Map**



# ***ATTACHMENT 3***

## Zoning Regulations

## C-GEN Commercial, General District

**PURPOSE:** To provide for intensive commercial uses, offering a wide variety of goods and services with an attractive environment for pedestrians while accessible to motor vehicles.

PERMITTED USES:	DISCRETIONARY USES:
Accessory Building/Structure	Auction Market
Alcohol Production	Automotive Sales and Service
Animal Services (Minor)	Cannabis Processing (Micro)
Establishment (Eating & Drinking/Entertainment)	Care Facility (Child/Large Group)
Financial Institution	Communications Tower
Government Services	Establishment (Adult)
Hotel/Motel	Funeral Home
Office	Gas Station
Recreation (Culture & Tourism)	Industrial (Light)
Recreation (Private)	Recreation (Public)
Religious Assembly	Recycling Facility
Retail (Cannabis/Liquor/Small/General)	Retail (Large/Shopping Centre)
School (Trade)	School
	Drive-Through
	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.

**MINIMUM PARCEL SIZE:** 0.3 hectares

Parcel Width	Parcel Depth
6.0 m	30.0 m

**MAXIMUM BUILDING HEIGHT:** 20.0 m

**MINIMUM SETBACKS:**

Front Yard	Side Yard	Rear Yard
8.0 m	3.0 m	5.0 m

**ADDITIONAL REQUIREMENTS:**

- Outdoor storage and display shall not be permitted except for sidewalk sales,
- Garbage storage shall be confined to a designated area and shall not have an adverse affect on the use or circulation on the parcel or adjacent lands, and
- No shipping containers are allowed.

**EXCEPTIONS:**

- Auction Markets exclude livestock sales.

## R-HID Residential, High Density District

**PURPOSE:** To provide for medium to high-density development by allowing comprehensive multiple unit dwelling developments and apartments.

PERMITTED USES:	DISCRETIONARY USES:
Accessory Building/Structure	Care Facility (Child/Large Group)
Dwelling (Multi-Unit)	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.

**MINIMUM PARCEL SIZE:** 1000 m<sup>2</sup>

**MAXIMUM DENSITY:** 74 Dwelling Units/Hectare

**MAXIMUM BUILDING HEIGHT:** 30 m

**MINIMUM SETBACKS:**

MAIN BUILDING		
Front Yard	Side Yard	Rear Yard
5.5 m from travel surface	1.5 m	6.0 m
	Dwelling (Multi-Unit)- None on common lot line	
	3.0 m, corner parcel street side	
ACCESSORY BUILDINGS		
Front Yard	Side Yard	Rear Yard
No Accessory Buildings permitted in the front yard	1.0 m	1.0 m
	No Accessory Building permitted on street side	

**MAXIMUM SITE COVERAGE:** 65%

**ADDITIONAL REQUIREMENTS:**

- All internal roads shall have a right-of-way width of 7.0 m and be hard surfaced, well drained and maintained to the satisfaction of the Development Authority,
- For developments exceeding 10 dwelling units, a minimum of 5% of the gross site area shall be devoted to recreational space, and
- A Landscaping Plan (s.3.21) shall be required for the development project.

## S-PRK Special, Parks and Recreation District

**PURPOSE:** To provide for the development of public areas to meet active or passive recreational and leisure pursuits.

PERMITTED USES:	DISCRETIONARY USES:
Accessory Building/Structure	Communications Tower
Recreation (Public/Private)	Government Services
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

## S-URB Special, Urban Reserve District

**PURPOSE:** To protect lands for future orderly and economic development, provide for a limited range of temporary uses and allow existing agricultural operations to continue on lands annexed to the Town until such time as redevelopment occurs.

PERMITTED USES:	DISCRETIONARY USES:
Accessory Building/Structure	Animal Services (Major)
Agriculture (existing only)	Dwelling, Single Detached (new build)
Dwelling, Single Detached (existing only)	Government Services
Solar Panels (Free Standing)	Recreational (Public)
Solar Panels (Wall Mounted)	Livestock
	Any strictly temporary use, which in the opinion of the Development Authority, will not prejudice the orderly and economic development of the area in the future.

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.

### ADDITIONAL REQUIREMENTS:

- All siting, Parcel coverage, densities, setbacks and heights of Buildings shall be at the discretion of the Development Authority,
- The Development Authority may specify the length of time a use is permitted, having regard to the future servicing and development of the subject land, and
- No land shall be reclassified from Urban Reserve district into other land use districts unless the development of the same land constitutes an orderly and economic development, having due regard for the provisions of Schools, Parks, roads, Utilities and services, and such development as in the opinion of the Council shall not detract or disrupt any other orderly and economic development already initiated in the Town.



# Town of Drayton Valley

## AGENDA ITEM

### REPORT

#### Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Shelley George, Utilities Supervisor	<b>DEPARTMENT:</b>	Municipal Services
		<b>DIVISION:</b>	Municipal Services
<b>SUBJECT:</b>	Disposal of Crack Sealer		

#### **PROPOSAL AND BACKGROUND INFORMATION:**

##### **Background:**

Public Works department purchased a crack sealer unit on August 10, 2021 at a purchase price of \$73,400 with the intent to help maintain the paved roadways within our community. Crack sealing is the process of placing an adhesive sealant into cracks on the pavement surface, preventing the infiltration of moisture and non-compressible materials into the pavement. It cost \$54.12 for 50lbs of sealant that can cover a distance of approximately 10 meters. In order to operate this unit, we need 5 operators which include, 2 flaggers for traffic control and signage, 1 driver pulling the crack sealer, 1 operator to run the crack sealer and 1 laborer to cover the sealant product with cement to help the product adhere to the roadway and additionally there is fuel cost. Over the past year it has been a struggle for the Public Works and Parks crew of 11 employees to keep this unit on the road, while maintaining the service level of other areas in Town that Public Works/Parks are responsible for. Lack of expertise because this is a new process has been evident as the sealant product is not adhering properly to the pavement surface which is causing an unwanted appearance of our roadways. It is also increasing the amount of time for street sweeping as the sealant is dethatching from the pavement surface and wrapping around the broom shaft of the street sweeper placing the unit out of service until the sealant can be dislodged from around the broom. Public works and Parks staff believe it is in the best interest of the Town to offload this equipment and hire a contractor to do this work in the future.

##### **Proposal:**

Administration is asking Council to consider selling the crack sealing unit and bring in a company that specializes in this type of work. This is the best chance of recovering cost of this unit as it is in new condition. After investigating the cost to perform these services with a third-party company it would cost \$1.75 per linear meter of crack filling. Currently with the information provided from the public works staff it is costing our team \$5.40 per linear meter which does not include the staff's salary and fuel costs to perform this work. After the contractor drove our town roads, he determined the first year to perform this work would cost the Town an estimated cost of \$50,000 for our priority roads. Assessment of the road conditions would be evaluated after fall of 2023 at which time the cost for 2024 would potentially go down. After analyzing previous years costs it shows that after the first-year costs had decreased. 2018 contracted costs were \$47,000 and a decreased cost in 2019 of \$33,000 showing a difference of \$14,000 from one year to the next. In view of Administration

Town would be better off by selling this equipment as we have been offered a good price. We can dispose of it through the tendering process.

**FINANCIAL IMPLICATIONS:**

Estimated cost \$50,000 (If we contract this service out)

**IMPACT IN CAD:**

\$50,000

**LEGAL/RISK IMPLICATIONS:**

Potential risk if do not do the crack sealing properly, the road condition may further deteriorate.

**ORGANIZATIONAL IMPLICATIONS:**

Public expectations to have a well-maintained road.

**SERVICE LEVELS IMPLICATIONS:**

If Council decides to keep the crack sealer Public Works will need to hire 4-5 additional staff members and plus the cost of running the equipment will be more than \$50,000.

**ALIGNMENT WITH LEGISLATION AND TOWN PLANS:**

Sustainable Infrastructure Planning

**STAKEHOLDER AND COMMUNICATION STRATEGY:**

N/A

**NEXT STEPS:**

If Council accepts the disposal of the crack sealer equipment the next steps would be to sell the equipment before next spring.

**RECOMMENDATION(S):**

1- that Council approve the disposal of the crack sealer equipment and approve \$50,000 in operating budget for 2023 for crack sealing of roads.

**ALTERNATIVES:**

2- that Council approve the disposal of the crack sealer equipment, with the following conditions:

3- that Council accept the report on the disposal of the crack sealer equipment, as information only.

Abid Malik, General Manager of  
Municipal Services  
Robert Osmond, CAO

Approved - 04 Nov 2022

Approved - 04 Nov 2022



# Town of Drayton Valley **AGENDA ITEM REPORT** Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Ken Woitt, General Manager of Planning & Growth	<b>DEPARTMENT:</b>	Planning
		<b>DIVISION:</b>	Planning & Growth
<b>SUBJECT:</b>	November 9, 2022 Planning and Development Report		

## **PROPOSAL AND BACKGROUND INFORMATION:**

### Recent Development Activities:

#### 1. Airport Survey:

- field work is completed;
- preparing plan to submit to Land Titles.

#### 2. Continuing to move forward on the background work for the MDP:

- consult with Facilities to begin work on the Land & Facilities Master Plan (LFP) to:
- seek the highest and best use of Town owned lands and facilities;
- determine what future lands will be needed for future facilities and which lands that can be disposed of;
- identify timelines for the expiration of existing and the provision for new facilities;
- encourage healthy and environmentally sustainable communities complete with amenities and facilities;
- apply new design standards, guidelines and best practices to provide high efficiency facilities; and,
- evaluate long term development alternatives and provide policy in MDP process.

### 3. Teroloma Lands:

- initiating the process to dissolve the MR lands, a deferred reserve caveat will be placed on the title...signs will be posted on the property.
- initiating the process to redistrict and consolidate the lands to one parcel under the S-URB Special, Urban Reserve District to reduce taxes.
- initiating the process to consolidate the six (6) lots to one parcel to ready for future development proposals (subject to the dissolution of the MR lot).

Thank you, that concludes the Planning report.

#### **FINANCIAL IMPLICATIONS:**

N/A

#### **IMPACT IN CAD:**

N/A

#### **LEGAL/RISK IMPLICATIONS:**

N/A

#### **ORGANIZATIONAL IMPLICATIONS:**

N/A

#### **SERVICE LEVELS IMPLICATIONS:**

N/A

#### **STAKEHOLDER AND COMMUNICATION STRATEGY:**

N/A

#### **NEXT STEPS:**

N/A

#### **RECOMMENDATION(S):**

That, Council receives this report as information.

#### **ALTERNATIVES:**

That, Council requests more information be compiled and presented in a follow-up report.

Robert Osmond, CAO

Approved - 04 Nov 2022



# Town of Drayton Valley AGENDA ITEM REPORT

## Regular Council Meeting

**MEETING:** Regular Council - November 9, 2022

**PRESENTED BY:** Hans van Klaveren,  
General Manager of  
Community Services and  
Recreation

**DEPARTMENT:** Community Services

**DIVISION:** Community & Recreation

**SUBJECT:** Community & Recreation Services Department - Council Report

**ATTACHMENTS:** [14 Nov. 9 2022 CRSD Dept Report to CNL](#)

### **PROPOSAL AND BACKGROUND INFORMATION:**

N/A

### **FINANCIAL IMPLICATIONS:**

N/A

### **IMPACT IN CAD:**

N/A

### **LEGAL/RISK IMPLICATIONS:**

N/A

### **ORGANIZATIONAL IMPLICATIONS:**

N/A

### **SERVICE LEVELS IMPLICATIONS:**

N/A

### **ALIGNMENT WITH LEGISLATION AND TOWN PLANS:**

Other Strategic Priorities

### **STAKEHOLDER AND COMMUNICATION STRATEGY:**

N/A

**NEXT STEPS:**

N/A

**RECOMMENDATION(S):**

N/A

**ALTERNATIVES:**

N/A

Hans van Klaveren, General  
Manager of Community Services and  
Recreation

Approved - 04 Nov 2022

# Department Report

Department: Community Services Department.

General Manager: Hans van Klaveren, General Manager  
Community & Recreation Services



Date of Regular Council Meeting: November 9, 2022

## INFORMATION PRESENTED:

1. Early Childhood Development Centre
  - Staff are being given the incredible opportunity to take the Brain Story training through Alberta Health and Wellness Initiative in collaboration with Oxford University. The 20 hours required to complete this course will be reimbursed to staff through the Assoc of Early Childhood Educators of Alberta. This course is one tool put in place to support the increased mental health concerns being found due to children born through substance abuse, exposed to toxic stress environments, or living in stressful circumstances. This course is available to anyone to audit through the Alberta Wellness Initiative website. <https://www.albertafamilywellness.org/training>
2. Drayton Valley and District FCSS
  - The Canada Day Planning Committee has posted an RFP for the 2023 Canada Day Event. The deadline for the RFP is January 2, 2023. The Committee is excited to hear all of the new and innovative ideas that the community group may have for this important event.
  - Service Canada will be offering an information session for seniors on November 30<sup>th</sup> at the Rotary House. They will be covering topics such as: Canadian Pension Plan, Old Age Security, Guaranteed Income Supplement, and the Allowance for Survivor Benefits.
  - FCSS presented to 26 Seniors at the Wishing Well on October 27<sup>th</sup>. Going forward we will have a staff member at the Wishing Well once a month to provide resource navigation assistance with those seniors who face barriers to accessing services away from the building.
3. Omniplex/MacKenzie Conference Centre/Total Works Fitness
  - Registration for the Spin classes are completely full.
  - Total Works Fitness Centre is seeing an increase in usage and clientele.
  - Curling's season has started, and it is in full swing.
  - Both Jingle Ball's are completely sold out. This is the first time in history that they have been sold out before November.
  - There are approximately 25 to 30 registrants for the 55 Alive Programs Seniors Exercise Classes.
  - The Total Works Fitness Centre has 44 seniors in the Silver 70's Program.
  - A Senior's Skate time slot is open and available for use.

#### 4. Park Valley Pool

- All the November Lessons registration are full.
- There is a sponsor for the Babysitters Program being hosted on November 1<sup>st</sup>.
- The Junior Lifeguard Club will be having its competition on November 26<sup>th</sup> in Hinton.
- The Indoor Rock-Climbing Wall has been installed into the main pool at the Ricochet Oil Corp. Aquatic Centre.
- The Main Pool at the Ricochet Oil Corp. Aquatic Centre will start being filled on Monday, November 1<sup>st</sup>.
- PVP staff were featured practicing their skills in a news article for the DV Free Press.

#### 5. Community Services

- Eighty-one different people have used the shelter pods since opening in June; half of the guests were females and half males. In the month of October, there were 255 heads in beds.
- After the announcement by the GOA of new rural winter shelter funding, we were invited to apply as a community that has been previous recipients of funding for the Community Mat program. An application was submitted with a request to fund the shelter pod program as well as a day shelter program for a period of 1 year. We expect a quick turnaround and should have news very soon.
- We received 1 proposal in response to the RFP is to find a community group/organization to deliver a daytime shelter program. The program objectives are to reduce the harms of winter on unsheltered individuals and to provide a safe, secure space for people experiencing homelessness to receive basic supports. The expected outcome is that individuals using the daytime shelter program have access to a healthy, safe and secure environment and are assisted in having their basic needs met. Should the proposal be accepted, the program will start no later than December 1<sup>st</sup>.

The Community Services department will coordinate support services to be available within the daytime shelter program location including services such as addictions and mental health counselling, medical services, income tax completion, id program, Alberta Supports and other support services as required.

- The Urban Housing Program is accepting application for 1- and 2-bedroom units. To apply, please visit the Town of Drayton Valley website, or call 780.202.0652.

#### 6. Recreation

- There is a local group hoping to host an obstacle course race and the MEGABOUNCE Inflatables race group is also looking at Drayton Valley as a possible location to host a race. Both races would take place in the upcoming year.
- The Town of Drayton Valley Recreation Survey will be finalized at the next Recreation Committee meeting, taking place on November 10.
- The Pickleball Group has found an indoor space for the winter months.

- The Triathlon Organizing Committee met on October 31<sup>st</sup> to discuss and determine what type of Triathlon Alberta sanctioned event, if any, could take place in 2023.



# Town of Drayton Valley

## AGENDA ITEM REPORT

### Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Ken Woitt, General Manager of Planning & Growth	<b>DEPARTMENT:</b>	Economic Development
		<b>DIVISION:</b>	Planning & Growth
<b>SUBJECT:</b>	Growth Services Report		

#### **PROPOSAL AND BACKGROUND INFORMATION:**

##### **ECONOMIC DEVELOPMENT**

###### Economic Development Strategic Plan

- Strategic Plan has been completed and presented to Council for review during the Council Retreat
- ###### Rural Renewal Stream
- RRS Application was submitted to a Workforce Consultant for review
  - Team will update the application with recommended suggestions from the consultant and will resubmit

###### New Business Licenses:

- 5 new business licenses were issued in October including:
  - Liquor 2 Go Ltd 5725-50 Ave
  - Infinite Wellness 5502B-50 St.
  - Jypsy Jeans 5220-53 Ave
  - Harv's Candy Emporium and More Unit #5, 5105-50 Street
  - Matador Motel 5307-50 Ave (renovations)

##### **EDUCATION**

###### Education Strategic Plan

- Strategic Plan has been completed and presented to Council for review during the Council Retreat

##### **ENERGY**

Ongoing Energy projects have been delegated to other staff and departments to ensure continued success going forward

#### **FINANCIAL IMPLICATIONS:**

N/A

#### **IMPACT IN CAD:**

N/A

**LEGAL/RISK IMPLICATIONS:**

N/A

**ORGANIZATIONAL IMPLICATIONS:**

N/A

**SERVICE LEVELS IMPLICATIONS:**

N/A

**NEXT STEPS:**

N/A

**RECOMMENDATION(S):**

That, Council accept the report as information.

**ALTERNATIVES:**

That, Council directs Administration to: \_\_\_\_\_

Jennifer Stone, Acting Manager of Economic Development, Communications	Approved - 04 Nov 2022
Ken Woitt, General Manager of Planning & Growth	Approved - 04 Nov 2022
Robert Osmond, CAO	Approved - 04 Nov 2022



# Town of Drayton Valley **AGENDA ITEM REPORT**

## Regular Council Meeting

<b>MEETING:</b>	Regular Council - November 9, 2022		
<b>PRESENTED BY:</b>	Jennifer Stone, Acting Manager of Economic Development, Communications	<b>DEPARTMENT:</b>	Communications
		<b>DIVISION:</b>	Administration
<b>SUBJECT:</b>	Communications Department Report		

### **PROPOSAL AND BACKGROUND INFORMATION:** **PUBLIC WORKS**

- Working with the team as we prepare for the winter season and snow removal activities
  - updating website with new maps/policy
  - rolling out information about snow removal in Drayton Valley include responsibilities of residents
  - Working with Enforcement Services to ensure he has messaging for social media as well
- Changes to curbside collection
  - information will continue to be pushed out
- Advertising for snow haulers

### **Finance**

- Advertising the TIPP program
- Advertising E-Billing options
- Beginning to work on budget communications

### **Other**

- Work is underway on the 2022 Annual Report
- Multi-Cultural Posts
- Employment Opportunities
- 4-Way Stop at 43/43
- Weekly Town Page
- Daily Social Media management
- Messages on the electronic sign
- Regular updates to the website

### **FINANCIAL IMPLICATIONS:**

N/A

### **IMPACT IN CAD:**

N/A

**LEGAL/RISK IMPLICATIONS:**

N/A

**ORGANIZATIONAL IMPLICATIONS:**

N/A

**SERVICE LEVELS IMPLICATIONS:**

N/A

**ALIGNMENT WITH LEGISLATION AND TOWN PLANS:**

Other Strategic Priorities

**STAKEHOLDER AND COMMUNICATION STRATEGY:**

N/A

**NEXT STEPS:**

N/A

**RECOMMENDATION(S):**

That Council accept the Communications Department report as information

**ALTERNATIVES:**

That Council accepts the Communications Department report as information and further directs Administration to \_\_\_\_\_

Jennifer Stone, Acting Manager of  
Economic Development,  
Communications

Approved - 04 Nov 2022

Robert Osmond, CAO

Approved - 04 Nov 2022