



AGENDA

Regular Council Meeting

9:00 AM – Wednesday, February 22, 2023
Council Chambers

Call to Order
Land Acknowledgement
National Anthem

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1. ADDITIONS TO THE AGENDA	
2. ADOPTION OF THE AGENDA	
2.1. Adoption of the Agenda for the February 22,2023 Regular Meeting of Council	
3. CORRECTIONS OR AMENDMENTS	
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9.7.	11:00 a.m.: CAO/Administration (Rob Osmond) - FOIP section 24(1)(a)	
10.	DEPARTMENT REPORTS	
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	10.2. Growth Services (Luke Pantin)	
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11.	COUNCIL REPORTS	
	11.1. Councillor Gammana	
	11.2. Councillor Clarke	
	11.3. Councillor Evans	
	11.4. Councillor Sherriffs	
	11.5. Councillor McGee	
	11.6. Deputy Mayor Ballas	
	11.7. Mayor Dodds	
12.	COUNCIL ITEMS	
	12.1. Council-Initiated Items	

12.2. Round Table Discussion

13. INFORMATION ITEMS
14. ADJOURNMENT



MINUTES

Regular Council Meeting

9:00 AM – Wednesday, February 8, 2023
Council Chambers

The Regular Council Meeting of the Town of Drayton Valley was called to order on Wednesday, February 8, 2023, 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, Bree Mastre, Elvera Thomson, Hans van Klaveren, Jennifer Stone, Ken Woitt, Nathan Palovcik, and Tom Thomson

ABSENT:

1. ADDITIONS TO THE AGENDA

11.8 - Alberta Resilient Housing Market

Congenital Heart Disease Awareness Week February 7 - 15, 2023

2. ADOPTION OF THE AGENDA

2.1. Adoption of the Agenda for the February 8, 2023, Regular Meeting of Council

3. CORRECTIONS OR AMENDMENTS

3.1. January 25, 2023, Regular Meeting of Council

4. ADOPTION OF

4.1. January 25, 2023, Regular Meeting of Council Minutes

RESOLUTION #25/2023

Councillor Colin Clarke moved that Council adopt the minutes from the January 25, 2023 Regular Meeting of Council

Carried

5. PROCLAMATIONS

5.1. Wear Red Canada Day - February 13, 2023

5.2. Congenital Heart Disease Awareness Week February 7 - 14, 2023

6. PUBLIC HEARINGS

7. DELEGATIONS (10 MINS EACH)

8. BUSINESS ARISING FROM DELEGATIONS

9. DECISION ITEMS

- 9.1. Ricochet Oil Corp. Aquatic Centre Amenity Sponsorship Rights Agreements for Approval

RESOLUTION #26/2023

Councillor Amila Gammara moved that Council approve the Sponsorship Rights Agreement between the Town and Parkway Enterprises Ltd. for the Time Clock/Touch Pads.

Carried

- 9.2. Controlled Substance Separation Space - Council Report

RESOLUTION #27/2023

Councillor Monika Sherriffs moved That Council Accept the Report for Information.

Carried

- 9.3. Aspen Waste Management Facility, Drayton Valley

RESOLUTION #28/2023

Councillor Rick Evans moved that, Council accepts the presentation as information and that Council direct administration to continue to explore alternative treatment methods and bring back a recommendation in the future.

Carried

Mayor Dodds called a break at 10:29a.m.

Mayor Dodds reconvened the meeting at 10:41a.m.

- 9.4. Policy PD-01-23 'Development Notices to the Public Policy' to Repeal and Replace Policy PD-04-08 'Development Notices to the Public Policy'

RESOLUTION #29/2023

Councillor Rick Evans moved that Council Approve Policy PD-01-23, with notification distances set to Option 1 , 60 m physical notification boundary, repealing Policy PD-04-08 currently in effect.

Carried

- 9.5. Christmas/New Year's Holiday Closure Policy
Councillor Evans exited the meeting at 11:04a.m.
Councillor Evans reentered the meeting at 11:05a.m.

RESOLUTION #30/2023

Councillor Tom McGee moved that Town Council approve the Christmas/New Year's Holiday Closure Policy A-02-23 as presented.

Carried

9.6. Preliminary Deby Park Concept Design

RESOLUTION #31/2023

Councillor Tom McGee moved that Council accepts as information only, provide feedback on the concept design, and possible amendment to the Land Use Bylaw related to Deby Land.

Carried

9.7. Pembina Physician Recruitment and Retention Committee Contribution

RESOLUTION #32/2023

Councillor Tom McGee moved that Council commits a total contribution of \$5,000 to the Pembina Physician Recruitment and Retention Committee.

Carried

9.8. Ricochet Oil Corp. Aquatic Centre pool schedule

RESOLUTION #33/2023

Councillor Rick Evans moved that Council approve an increase of service delivery in the Ricochet Oil Corp. Aquatic Centre for a period of 4 months, up to June 1, 2023, and that the added financial impact will be presented in a report for consideration and decision.

Carried

9.9. 11:00 a.m.: CAO/Administration (Rob Osmond) - FOIP section 24(1)(a)

10. DEPARTMENT REPORTS

10.1. Feb.8, 2023 Planning & Development Report

Ken Woitt provided Council with an update for the Planning and Development Departments.

10.2. Municipal Services Department Report

Abid Malik presented Council with an update on the Municipal Services Department.

10.3. Community & Recreation Services Department - Council Report

Hans van Klavern provided Council with an update on the Community & Recreation Department.

10.4. Growth Services Report

Luke Pantin provided Council with an update on the Growth Services Department.

10.5. Communications Department Report

Jennifer Stone provided Council with an update on the Communications Department.

11. COUNCIL REPORTS

- 11.1. Councillor Gammana
- Drayton Valley Library event January 27
- Youth Advisory Committee February 1
- Education Meeting
- 11.2. Councillor Clarke
- Childcare board meeting
- College Presentation
- DVCF Meeting
- Aquatic Center soft Opening
- Homelessness Forum
- 11.3. Councillor Evans
- Pembina Area Synergy Meeting
- Yellowhead Regional Library Meeting
- Aquatic Center Soft Opening
- 11.4. Councillor Sherriffs
- 11.5. Councillor McGee
- Aquatic Center Soft Opening
- 11.6. Deputy Mayor Ballas
- Meeting with the Minister
- Aquatic Center Opening
- 11.7. Mayor Dodds
- Aquatic Center Opening
- Local Homeless Forum
- 11.8. Alberta Resilient Housing Market
Councillor Clarke gave an update on the Alberta Resilient Housing Market.
- 11.9. Council Items/Round Table Discussion

RESOLUTION #34/2023

Councillor Tom McGee moved that Council accepts the reports for information
Carried

12. INFORMATION ITEMS

13. ADJOURNMENT

Mayor Dodds Adjourned the Meeting at 3:09p.m.

Mayor

CAO



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

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Robert Osmond, CAO	DEPARTMENT:	Administration
		DIVISION:	Administration

SUBJECT:	70th Anniversary of the Pembina/Cardium Field
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ATTACHMENTS:	2023 Pembina Cardium Feild 70th Anniversary
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PROPOSAL AND BACKGROUND INFORMATION:

Please see the attached Pembina/Cardium Field 70th Anniversary Proclamation.

FINANCIAL IMPLICATIONS:

N/A

IMPACT IN CAD:

N/A

LEGAL/RISK IMPLICATIONS:

N/A

ORGANIZATIONAL IMPLICATIONS:

The Town of Drayton Valley is celebrating the 70th Anniversary of the discovery of the Pembina/Cardium Field.

SERVICE LEVELS IMPLICATIONS:

N/A

ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Other Strategic Priorities

STAKEHOLDER AND COMMUNICATION STRATEGY:

The Communication Department will post the Proclamation on the Town of Drayton Valley website and social media platforms.

NEXT STEPS:

Town-wide celebrations on June 23rd and 24th, 2023.

RECOMMENDATION(S):

that Council proclaims February 23rd, 2023, as the 70th Anniversary for the Pembina/Cardium Field.

ALTERNATIVES:

that Council proclaims February 23rd, 2023, as the 70th Anniversary for the Pembina/Cardium Field and that Administration be directed to _____.

Robert Osmond, CAO

Approved - 17 Feb 2023

Town of Drayton Valley

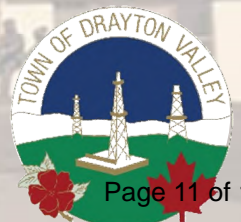
Proclamation

Pembina/Cardium Field 70th Anniversary February 23, 2023

- WHEREAS:** In 1953, the Pembina Oilfield was discovered about 133 km southwest of Edmonton; and
- WHEREAS:** This field, the largest stratigraphic oil trap in western Canada (with the exception of the oil sands of the McMurray Formation), quickly surpassed all others and became Alberta's largest oilfield; and
- WHEREAS:** Two companies, Seaboard Oil and the Socony-Vacuum Exploration Company united together and began exploring for oil; and
- WHEREAS:** Drilling began on February 23rd, 1953. On June 10th, 1953, the well began to produce oil. At the time, the technique used had never been successfully applied in Canada. The odds were not considered favorable. However, on June 10th, after completion of the procedure, the well began to produce; and
- WHEREAS:** Socony Seaboard No. 1 was the first Cardium well in Alberta and the first well drilled in the Pembina Oilfield; and
- WHEREAS:** The Pembina discovery had a tremendous impact on the future of oil exploration in the region; and
- WHEREAS:** The Town of Drayton Valley is celebrating the 70th Anniversary of the discovery of the Pembina/Cardium Field with Town-wide celebrations on June 23rd and June 24th, 2023.
- THEREFORE:** I, Mayor Nancy Dodds, on behalf of the Council of the Town of Drayton Valley, do hereby proclaim February 23, 2023, as the 70th Anniversary of the discovery of the Pembina/Cardium Field in the Town of Drayton Valley.

DATED at the Town of Drayton Valley,
in the Province of Alberta,
this 23rd day of February 2023.

Mayor Nancy Dodds





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

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Jerreck Connors, Development Planner	DEPARTMENT:	Planning
		DIVISION:	Planning & Growth

SUBJECT:	Non Statutory Public Hearing February 22 2023: Discretionary Use Development Permit DV23-005 (2050 - 50 Street) - Eating Establishment & Drive-Through
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ATTACHMENTS:	Public Hearing Agenda for DV23-005 Aerial Site Map
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PROPOSAL AND BACKGROUND INFORMATION:

Please see the attached agenda for the Non-Statutory Public Hearing of Development Permit DV23-005

RECOMMENDATION(S):

That Council hold the Non-Statutory Public Hearing for Development Permit DV23-005

ALTERNATIVES:

That Council not hold the Non-Statutory Public Hearing for Development Permit DV23-005

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

Approved - 17 Feb 2023
Approved - 16 Feb 2023

NON-STATUTORY PUBLIC HEARING

February 22nd, 2023
9:00 A.M.
Council Chambers – Civic Centre

1. DECLARE PUBLIC HEARING OPEN

Development Permit Application DV23-005

2. PRESENT

3. PURPOSE OF THE PUBLIC HEARING

To receive comments, concerns, and questions from the public regarding the proposed Discretionary Use of a Drive-Through with a newly proposed Establishment (Eating & Drinking) at 2050 – 50 Street.

4. BACKGROUND

Administration received a Development Permit application to allow for a new building containing an Establishment (Eating & Drinking) with a Drive-Through attached.

The property is zoned C-GEN (Commercial, General District) where Drive-Throughs are considered a Discretionary Use. Discretionary Uses must be decided by Town Council acting as the Municipal Planning Commission per Land Use Bylaw Section 1.13(c).

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

Notification of the Bylaw, requesting comments from the public, and advising them of the Public Hearing, has been provided 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.

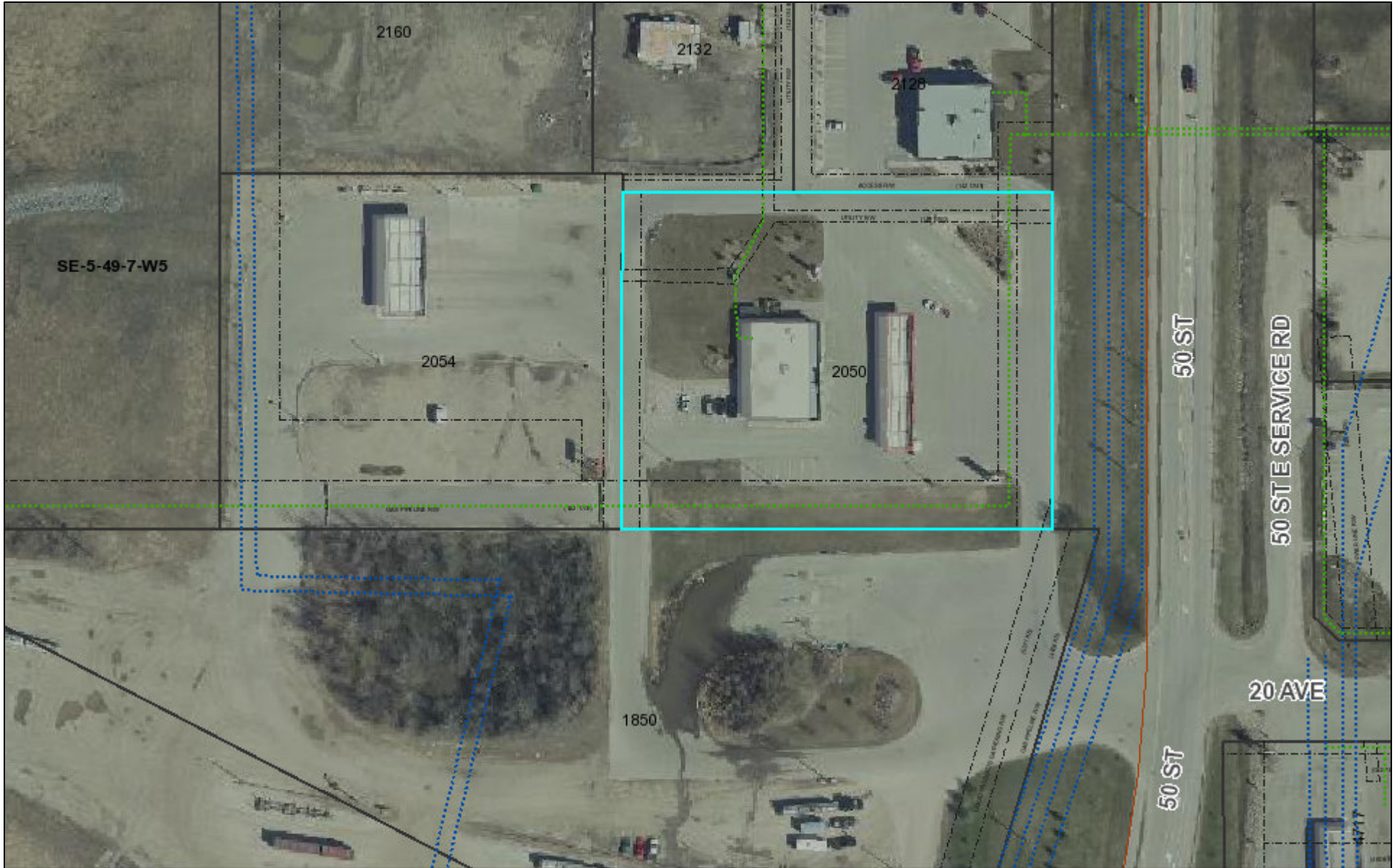
5. ADMINISTRATION WILL READ OUT ANY WRITTEN SUBMISSIONS RECEIVED

6. CALL FOR COMMENTS FROM ADMINISTRATION.

7. CALL FOR COMMENTS FROM THE FLOOR.

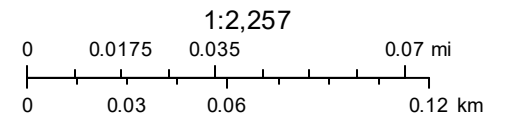
8. DECLARE PUBLIC HEARING CLOSED.

Aerial Site Map



February 6, 2023

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



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



Town of Drayton Valley
AGENDA ITEM
REPORT
Regular Council Meeting

MEETING: Regular Council - February 22, 2023

PRESENTED BY:

DEPARTMENT:

DIVISION:

SUBJECT: RCMP Delegation - Acting Staff Sergeant Ryan Hoetmer

ATTACHMENTS: [Drayton Valley Municipal January 2023 Five Year Crime Stats](#)
[Drayton Valley Municipal January 2023 at a Glance and Crime Gauges](#)

Robert Osmond, CAO

Approved - 17 Feb 2023



Drayton Valley Municipal Detachment Crime Statistics (Actual) January to January: 2019 - 2023

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

February 2, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	1	N/A	N/A	0.2
Sexual Assaults		0	2	0	1	1	N/A	0%	0.1
Other Sexual Offences		0	1	1	2	0	N/A	-100%	0.1
Assault		10	8	11	10	5	-50%	-50%	-0.8
Kidnapping/Hostage/Abduction		0	0	0	1	0	N/A	-100%	0.1
Extortion		0	0	0	1	0	N/A	-100%	0.1
Criminal Harassment		0	2	5	5	1	N/A	-80%	0.5
Uttering Threats		4	1	2	6	5	25%	-17%	0.7
TOTAL PERSONS		14	14	19	26	13	-7%	-50%	1.0
Break & Enter		7	4	8	6	5	-29%	-17%	-0.2
Theft of Motor Vehicle		8	16	5	10	4	-50%	-60%	-1.4
Theft Over \$5,000		0	0	2	0	3	N/A	N/A	0.6
Theft Under \$5,000		37	34	14	9	17	-54%	89%	-6.5
Possn Stn Goods		6	2	3	3	1	-83%	-67%	-0.9
Fraud		8	7	5	9	4	-50%	-56%	-0.6
Arson		0	0	2	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	14	10	11	14	N/A	27%	2.5
Mischief - Other		15	10	10	9	10	-33%	11%	-1.1
TOTAL PROPERTY		81	87	59	57	58	-28%	2%	-7.6
Offensive Weapons		0	1	4	0	1	N/A	N/A	0.1
Disturbing the peace		5	2	7	11	4	-20%	-64%	0.7
Fail to Comply & Breaches		22	7	5	8	2	-91%	-75%	-3.9
OTHER CRIMINAL CODE		4	2	4	5	0	-100%	-100%	-0.5
TOTAL OTHER CRIMINAL CODE		31	12	20	24	7	-77%	-71%	-3.6
TOTAL CRIMINAL CODE		126	113	98	107	78	-38%	-27%	-10.2



Drayton Valley Municipal Detachment Crime Statistics (Actual) January to January: 2019 - 2023

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

February 2, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	1	6	4	1	-50%	-75%	0.1
Drug Enforcement - Trafficking		3	3	2	0	0	-100%	N/A	-0.9
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		5	4	8	4	1	-80%	-75%	-0.8
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		3	0	1	0	0	-100%	N/A	-0.6
TOTAL FEDERAL		8	4	9	4	1	-88%	-75%	-1.4
Liquor Act		1	3	1	1	2	100%	100%	0.0
Cannabis Act		1	2	1	3	0	-100%	-100%	-0.1
Mental Health Act		4	7	16	3	9	125%	200%	0.6
Other Provincial Stats		14	15	21	34	21	50%	-38%	3.3
Total Provincial Stats		20	27	39	41	32	60%	-22%	3.8
Municipal By-laws Traffic		0	0	0	0	2	N/A	N/A	0.4
Municipal By-laws		1	8	6	2	19	1800%	850%	3.0
Total Municipal		1	8	6	2	21	2000%	950%	3.4
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	0	0	0	1	0%	N/A	0.0
Property Damage MVC (Reportable)		19	20	9	26	22	16%	-15%	1.2
Property Damage MVC (Non Reportable)		4	4	2	1	0	-100%	-100%	-1.1
TOTAL MVC		24	24	11	27	23	-4%	-15%	0.1
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		105	48	56	64	72	-31%	13%	-5.0
Other Traffic		4	2	2	1	0	-100%	-100%	-0.9
Criminal Code Traffic		11	10	5	10	3	-73%	-70%	-1.6
Common Police Activities									
False Alarms		15	11	1	4	6	-60%	50%	-2.5
False/Abandoned 911 Call and 911 Act		6	10	9	4	3	-50%	-25%	-1.2
Suspicious Person/Vehicle/Property		17	15	16	4	6	-65%	50%	-3.3
Persons Reported Missing		2	1	0	1	2	0%	100%	0.0
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		17	11	13	10	6	-65%	-40%	-2.3
Form 10 (MHA) (Reported)		0	0	1	0	0	N/A	N/A	0.0



Drayton Valley Municipal Detachment Crime Statistics (Actual) January: 2019 - 2023

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February 2, 2023

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Robbery		0	0	0	0	1	N/A	N/A	0.2
Sexual Assaults		0	2	0	1	1	N/A	0%	0.1
Other Sexual Offences		0	1	1	2	0	N/A	-100%	0.1
Assault		10	8	11	10	5	-50%	-50%	-0.8
Kidnapping/Hostage/Abduction		0	0	0	1	0	N/A	-100%	0.1
Extortion		0	0	0	1	0	N/A	-100%	0.1
Criminal Harassment		0	2	5	5	1	N/A	-80%	0.5
Uttering Threats		4	1	2	6	5	25%	-17%	0.7
TOTAL PERSONS		14	14	19	26	13	-7%	-50%	1.0
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Theft of Motor Vehicle		8	16	5	10	4	-50%	-60%	-1.4
Theft Over \$5,000		0	0	2	0	3	N/A	N/A	0.6
Theft Under \$5,000		37	34	14	9	17	-54%	89%	-6.5
Possn Stn Goods		6	2	3	3	1	-83%	-67%	-0.9
Fraud		8	7	5	9	4	-50%	-56%	-0.6
Arson		0	0	2	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	14	10	11	14	N/A	27%	2.5
Mischief - Other		15	10	10	9	10	-33%	11%	-1.1
TOTAL PROPERTY		81	87	59	57	58	-28%	2%	-7.6
Offensive Weapons		0	1	4	0	1	N/A	N/A	0.1
Disturbing the peace		5	2	7	11	4	-20%	-64%	0.7
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TOTAL OTHER CRIMINAL CODE		31	12	20	24	7	-77%	-71%	-3.6
TOTAL CRIMINAL CODE		126	113	98	107	78	-38%	-27%	-10.2



Drayton Valley Municipal Detachment Crime Statistics (Actual) January: 2019 - 2023

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February 2, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	1	6	4	1	-50%	-75%	0.1
Drug Enforcement - Trafficking		3	3	2	0	0	-100%	N/A	-0.9
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		5	4	8	4	1	-80%	-75%	-0.8
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		3	0	1	0	0	-100%	N/A	-0.6
TOTAL FEDERAL		8	4	9	4	1	-88%	-75%	-1.4
Liquor Act		1	3	1	1	2	100%	100%	0.0
Cannabis Act		1	2	1	3	0	-100%	-100%	-0.1
Mental Health Act		4	7	16	3	9	125%	200%	0.6
Other Provincial Stats		14	15	21	34	21	50%	-38%	3.3
Total Provincial Stats		20	27	39	41	32	60%	-22%	3.8
Municipal By-laws Traffic		0	0	0	0	2	N/A	N/A	0.4
Municipal By-laws		1	8	6	2	19	1800%	850%	3.0
Total Municipal		1	8	6	2	21	2000%	950%	3.4
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		1	0	0	0	1	0%	N/A	0.0
Property Damage MVC (Reportable)		19	20	9	26	22	16%	-15%	1.2
Property Damage MVC (Non Reportable)		4	4	2	1	0	-100%	-100%	-1.1
TOTAL MVC		24	24	11	27	23	-4%	-15%	0.1
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		105	48	56	64	72	-31%	13%	-5.0
Other Traffic		4	2	2	1	0	-100%	-100%	-0.9
Criminal Code Traffic		11	10	5	10	3	-73%	-70%	-1.6
Common Police Activities									
False Alarms		15	11	1	4	6	-60%	50%	-2.5
False/Abandoned 911 Call and 911 Act		6	10	9	4	3	-50%	-25%	-1.2
Suspicious Person/Vehicle/Property		17	15	16	4	6	-65%	50%	-3.3
Persons Reported Missing		2	1	0	1	2	0%	100%	0.0
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		17	11	13	10	6	-65%	-40%	-2.3
Form 10 (MHA) (Reported)		0	0	1	0	0	N/A	N/A	0.0



Drayton Valley Municipal Detachment Crime Statistics (Actual)

January to January: 2019 - 2023

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

February 2, 2023

Category	Trend	2019	2020	2021	2022	2023	FLAG
Theft Motor Vehicle (Total)		8	16	5	10	4	Within Norm
Auto		0	0	1	0	0	Within Norm
Truck		6	13	3	9	4	Within Norm
SUV		0	0	0	0	0	Within Norm
Van		0	0	0	0	0	Within Norm
Motorcycle		0	0	0	0	0	Within Norm
Other		1	3	1	0	0	Within Norm
Take Auto without Consent		1	0	0	1	0	Within Norm
Break and Enter (Total)*		7	4	8	6	5	Within Norm
Business		0	1	3	2	2	Within Norm
Residence		3	1	4	2	2	Within Norm
Cottage or Seasonal Residence		0	0	0	0	0	Within Norm
Other		2	2	1	2	1	Within Norm
Theft Over & Under \$5,000 (Total)		37	34	16	9	20	Within Norm
Theft from a motor vehicle		21	21	9	2	10	Within Norm
Shoplifting		4	2	0	4	3	Within Norm
Mail Theft (includes all Mail offences)		1	0	1	0	0	Within Norm
Theft of bicycle		0	0	0	0	0	Within Norm
Other Theft		11	11	6	3	7	Within Norm

Mischief To Property		15	24	20	20	24	Issue
Suspicious Person/ Vehicle/ Property		17	15	16	4	6	Within Norm
Fail to Comply/Breach		22	7	5	8	2	Within Norm
Wellbeing Check		6	10	8	11	20	Issue
Mental Health Act		4	7	16	3	9	Within Norm
False Alarms		15	11	1	4	6	Within Norm

Traffic	Trend	2019	2020	2021	2022	2023	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		3	2	2	0	0	Within Norm
Occupant Restraint/Seatbelt Violations*		18	4	6	3	6	Within Norm
Speeding Violations*		0	1	0	2	7	Issue
Intersection Related Violations*		2	1	6	3	5	Within Norm
Other Non-Moving Violation*		39	18	19	31	33	Within Norm
Pursuits**		2	1	2	3	0	Within Norm
Other CC Traffic**		3	0	1	1	0	Within Norm

Actual" *Reported"

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



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

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

February 2, 2023

2022												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	6	2	3	4	7	11	10	11	13	7	1	3
Running Total	6	8	11	15	22	33	43	54	67	74	75	78
Quarter	11			22			34			11		
2023												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	5											
Running Total	5											
Quarter	TBD			TBD			TBD			TBD		
Year over Year % Change	-17%											

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

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

February 2, 2023

2022												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	10	2	5	2	12	6	5	4	6	5	4	3
Running Total	10	12	17	19	31	37	42	46	52	57	61	64
Quarter	17			20			15			12		
2023												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	4											
Running Total	4											
Quarter	TBD			TBD			TBD			TBD		
Year over Year % Change	-60%											



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

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

February 2, 2023

2022												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	9	14	3	12	14	27	18	33	27	23	20	12
Running Total	9	23	26	38	52	79	97	130	157	180	200	212
Quarter	26			53			78			55		
2023												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	17											
Running Total	17											
Quarter	TBD			TBD			TBD			TBD		
Year over Year % Change	89%											

Drayton Valley Municipal Detachment - Theft from Motor Vehicles

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

February 2, 2023

2022												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	2	4	1	2	2	4	1	20	18	10	5	2
Running Total	2	6	7	9	11	15	16	36	54	64	69	71
Quarter	7			8			39			17		
2023												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	10											
Running Total	10											
Quarter	TBD			TBD			TBD			TBD		
Year over Year % Change	400%											



Strategic Analysis and Research Unit

Drayton Valley (Municipal) Crime Statistic Summary – January to January

2023-02-02

Drayton Valley (Municipal) – Highlights

- **Break & Enters** are showing a -16.7% decrease when compared to the same period in 2022 (January to January). There were -1 fewer actual occurrences (from 6 in 2022 to 5 in 2023).
- **Theft of Motor Vehicles** decreased by -60.0% when compared to the same period in 2022 (January to January). There were -6 fewer actual occurrences (from 10 in 2022 to 4 in 2023).
- **Theft Under \$5,000** increased by 88.9% when compared to the same period in 2022 (January to January). There were 8 more actual occurrences (from 9 in 2022 to 17 in 2023).

Drayton Valley (Municipal) – Criminal Code Offences Summary

Crime Category	% Change 2022 – 2023 (January to January)
Total Persons Crime	50.0% Decrease
Total Property Crime	1.8% Increase
Total Criminal Code	27.1% Decrease

From January to January 2023, when compared to the same period in 2022, there have been:

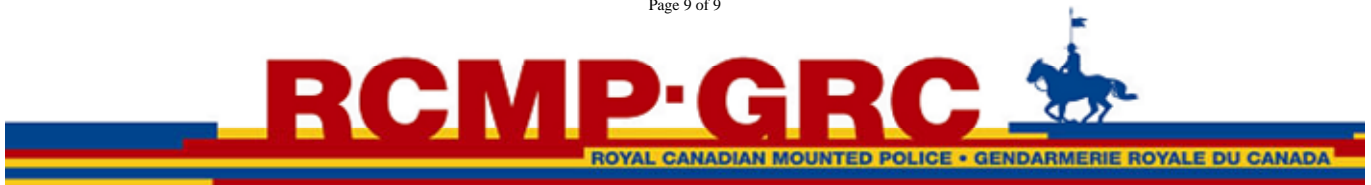
- 13 fewer **Persons Crime** offences;
- 1 more **Property Crime** offences; and
- 29 fewer **Total Criminal Code** offences;

Drayton Valley (Municipal) – January, 2023

- There were 4 **Thefts of Motor Vehicles** in January: 0 cars, 4 trucks, 0 minivans, 0 SUVs, 0 motorcycles, 0 other types of vehicles, and 0 vehicles taken without consent.
- There were 5 **Break and Enters** in January: 2 businesses, 2 residences, 0 cottages/seasonal residences, 1 in some other type of location, and 0 unlawfully being in a dwelling house.
- There were a total of 1 **Provincial Roadside Suspensions** in January (1 alcohol related and 0 drug related). This brings the year-to-date total to 1 (1 alcohol related and 0 drug related).
- There were a total of 6 files with the **Spousal Abuse** survey code in January (January 2022: 10). This brings the year-to-date total to 6 (2022: 10).
- There were 252 files with **Victim Service Unit** referral scoring in Drayton Valley Municipal: 3 accepted, 42 declined, 17 proactive, 0 requested but not available, and 190 files with no victim.

PROS Data pull 2023/02/02

The data contained in this document was obtained from PROS, which is a live database. As such, some of the information presented could differ slightly from any past or future reports regarding the same time period.



Drayton Valley Municipal Crime Gauge

2023 vs. 2022
January to January

Criminal Code Offences



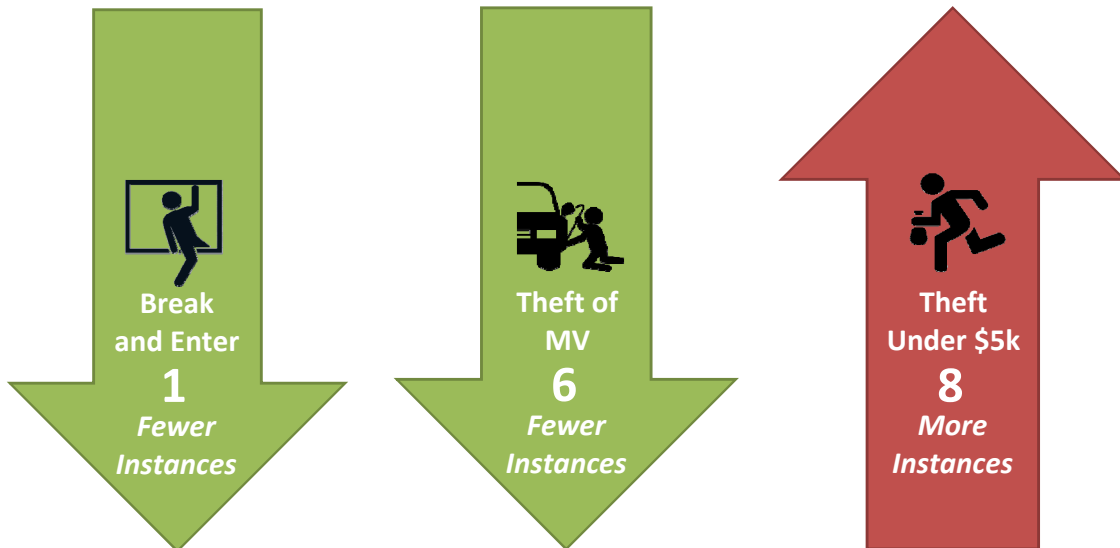
**Total
Criminal Code
Offences:**

27%

Decrease

When compared to
January to January, 2022

Select Property Crime



NOTE: If in both 2021 and 2022 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.



Town of Drayton Valley **AGENDA ITEM REPORT**

Regular Council Meeting

MEETING: Regular Council - February 22, 2023

PRESENTED BY: Cody Rossing, CPO **DEPARTMENT:** Community Enforcement

DIVISION: Protective Services

SUBJECT: Enforcement Services Annual Report - 2022

ATTACHMENTS: [2022 Enforcement Services Annual Report](#)

PROPOSAL AND BACKGROUND INFORMATION:

To present the Enforcement Services Annual Report - 2022, to Council for their information.

FINANCIAL IMPLICATIONS:

N/A

IMPACT IN CAD:

0.00

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:

To make the report public and make the report accessible to the public through various means such as the Town's website or Social Media.

RECOMMENDATION(S):

1 - That Council accepts the Enforcement Services Annual Report - 2022, as information.

ALTERNATIVES:

2 - That Council accepts the Enforcement Services Annual Report - 2022, as information, and directs Administration to ____

Robert Osmond, CAO

Approved - 17 Feb 2023



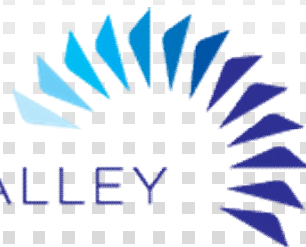
ENFORCEMENT SERVICES ANNUAL REPORT

2022

TOWN OF DRAYTON VALLEY

A report of the activities of
Drayton Valley Enforcement Services
throughout 2022 and a look
forward to 2023.

DRAYTON VALLEY





January 31, 2023

Sean Bonneteau
Director of Law Enforcement
Law Enforcement Standards and Audits
Public Safety and Emergency Services
Government of Alberta

Via Email: peaceofficerinfo@gov.ab.ca

**RE: Report to the Director of Law Enforcement
Town of Drayton Valley Enforcement Services Annual Report 2022**

Dear Mr. Bonneteau;

On behalf of the Town of Drayton Valley, please find attached the Town of Drayton Valley's Enforcement Services Annual Report for 2022.

Should you have any questions about this report, please contact me directly.

Respectfully,

Tom Thomson

Tom Thomson
General Manager of Protective Services/Fire Chief
Town of Drayton Valley

Message from the General Manager of Protective Services

On behalf of the Enforcement Services branch of the Drayton Valley Protective Services Department, it is a pleasure to present the 2022 Annual Report. This report reviews a year that has been full of many challenges and changes but has offered several positive outcomes. I am very pleased and proud of our enforcement services staff who have taken a very active role in improving community policing in Drayton Valley.

There is no question that significant changes needed to be made with the policies, procedures, and operations of our Enforcement Services. With the exit of our former Community Peace Officer at the end of 2021, a new Peace Officer was hired in 2022 and became an impactful employee from the outset putting into place many processes that enabled us to be more efficient in the work that we were doing while meeting the requirements of the province for a comprehensive Community Peace Officer program.



The first order of business based on the concerns of the public and council was to take a hard look at our bylaws and look for ways to streamline many of the outdated pieces of legislation while at the same time putting into place effective rules and enforcement tools to deal primarily with unsightly properties. Consequently, through discussions with council and community feedback, the new Community Standards Bylaw 2022-06-P was passed.

Once enacted, the Community Standards Bylaw enabled Enforcement Services to effectively begin dealing with unsightly properties. Our officers actively engaged with residents and council who highlighted key properties in town that were unsightly in nature. Enforcement methods were imposed with positive results ending with many unsightly properties cleaned up. Work will continue into 2023 to improve community beautification and standards.

Another targeted area for the Enforcement Services branch was traffic enforcement. According to the Drayton Valley Enforcement Services Satisfaction and Priorities Survey completed in the spring of 2022, traffic safety was identified as a main concern for residents. Consequently, traffic enforcement was stepped up in the latter part of 2022 primarily in school and playground areas with great success. With the addition of a second Peace Officer approved in the 2023 budget cycle, additional patrols will occur.

Looking ahead into 2023, I predict another busy year. Enforcement Services will continue to focus on the priorities of council and the public dealing with unsightly properties, traffic safety, and animal control within the community. We are planning to update and modernize the traffic safety and the animal control bylaws which will improve governance and enforcement in these areas. Through council's approval of security cameras in the 2023 budget, Enforcement Services will have another tool to monitor our public spaces and identify public safety concerns with a concerted effort to deter unwanted activity.

We look forward to working with the community to achieve a safer and more pristine place to live in 2023.

Respectively,

Tom Thomson

Tom Thomson
General Manager of Protective Services/Fire Chief

Purpose

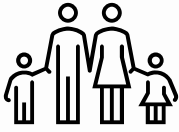
This report is made available to the public for their knowledge and awareness of the activities, duties, and roles of the Enforcement Services department, including Peace Officers and Bylaw Enforcement Officers within the Town of Drayton Valley.

Further, in accordance with section 12 of the *Peace Officer (Ministerial) Regulation*, authorized employers of Community Peace Officers, such as the Town of Drayton Valley, are required to submit a written report to the Director of Law Enforcement, annually:

- a) Describing the general nature of the services provided by peace officers employed or engaged for services by the authorized employer
- b) Describing the enforcement and enforcement-related activities in which the peace officers are involved
- c) Stating the name and contact information, of a primary and secondary contact person within the authorized employer's organization
- d) That includes any statistical data that the Director requires to be included in the report
- e) List of peace officers employed by the agency for the reporting period, including their positions and appointment number



Our Community



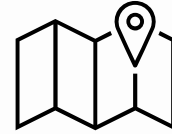
6,970

Population of
Drayton Valley
in 2021¹



9

Schools in the
Community



130

Kilometers (app)
from Alberta's Capital
City

Drayton Valley's population is relatively young, one indication of this is the median age. As of 2021, the median age of residents in Drayton Valley, is 37.6 years, whereas compared to the rest of the province, is 38.4 years.

About Enforcement Services

Drayton Valley Enforcement Services is comprised of both Bylaw Enforcement Officers and Community Peace Officers. Community Peace Officers and Bylaw Enforcement Officers strive to improve the safety and the quality of life of our residents and visitors by observing bylaw and provincial statute violations during the execution of their duties. Officers are committed to serving residents by providing professional service in the various fields of enforcement.

These duties are expected to be performed with honesty, integrity, and diligence while striving for consistency, fairness, and impartiality to lead the community to voluntarily comply through education and enforcement.

Enforcement Services works collaboratively with other law enforcement agencies such as the RCMP, Alberta Fish and Wildlife, Alberta SPCA and Brazeau County Enforcement Services; municipal departments; provincial departments; non-profit organizations and others to work towards a safer community.



¹ <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&GENDERlist=1&STATISTIClist=1&HEADERlist=0&DGUIDlist=2021S05100237&Se archText=Drayton%20Valley>

It is important to note that Peace Officers and Bylaw Enforcement Officers do not investigate or respond to Criminal Code matters.

Officers time is spent patrolling, enforcing, and educating, and is responsible for preserving and maintaining the public peace while enhancing the quality of life for all in Drayton Valley.

Officers also interact with the community to build positive relationships. This is done through attending community events and schools to meet members of the community.

Outlined in the Town of Drayton Valley's Strategic and Corporate Business Plan 2022-2025² are Councils and Administrations long-term focus and direction for services, initiatives, and programs. There are several key priorities identified in this plan, some of which affect Enforcement Services.

First, Community Cleanup, Beautification & Standards relates to Enforcement Services as it pertains to how a clean, well-maintained community is a signal to residents and business owners, that the Town is investing in the community and continues to be a great place to live and work. To Enforcement Services, this involved the creation of a new Community Standards Bylaw and taking a stricter stance on ensuring properties are being cleaned up and following the standards as outlined in the bylaw.

The other is Safety, and how Enforcement and Community Policing can contribute to an enhanced sense of wellbeing and wellbeing that often attracts businesses, immigration, and residential development to the area. To Enforcement Services, this means the creation of a new Bylaw Enforcement Officer Bylaw and reviewing existing plans of the department to ensure the department is as effective as possible.



Services Provided by Enforcement Services

Drayton Valley Peace Officers are appointed by the Province of Alberta, pursuant to the *Peace Officer Act* to enforce provincial statutes. Peace Officers are also dually appointed as Bylaw Enforcement Officers within the terms set out in the *Municipal Government Act* and the Bylaw Enforcement Officer Bylaw 2022/04/P.

Peace Officers are currently authorized pursuant to Section 7 of the *Peace Officer Act* to enforce 10 provincial statutes. In addition, Council authorizes both Peace Officers and Bylaw Officers to enforce the *Agricultural Pest Act* and the *Weed Control Act*.

Animal Protection Act	Dangerous Dogs Act	Environmental Protection and Enhancement Act
Fuel Tax Act	Gaming, Liquor and Cannabis Act	Petty Trespass Act
Provincial Offences Procedures Act	Tobacco, Smoking and Vaping Reduction Act	Traffic Safety Act
Trespass to Premises Act	Agricultural Pest Act	Weed Control Act
	Any regulation made under these Acts	

As Bylaw Enforcement Officers, our officers enforce various Town of Drayton Valley municipal bylaws including

Animal Control Bylaw	Business Licence Bylaw	Community Standards Bylaw	Cannabis-Free Public Places Bylaw
Fire Service Bylaw	Curfew Bylaw	Heavy Vehicle Bylaw	Off-Highway Vehicle Bylaw
Land Use Bylaw	Outdoor Restrictions Bylaw	Smoking Bylaw	Traffic Bylaw
	Transportation of Dangerous Goods Bylaw	Waste Management Bylaw	

And any other enforceable Bylaw as enacted or amended by Council.

Staffing

Throughout 2022, the Enforcement Services department experienced staffing challenges and was operating at 50% staffing capacity, for over 5 months (January, February, October, November, and December).

This reduction in staffing has greatly reduced the amount of proactive work and community engagement within the community. With the addition of an additional Peace Officer to start in 2023, we are hopeful that we can be more proactive and in the community.

With the province removing the ability for Level 2 Peace Officer's to be operational, we have one Peace Officer that will be transitioning to strictly bylaw enforcement duties. This will allow more time for the Peace Officers to deal with provincial statute enforcement while the Bylaw Enforcement Officer focuses on bylaw enforcement.

In 2022, the Town of Drayton Valley employed the following Community Peace Officer's:

- Meghan Kennedy, 18456, Community Peace Officer, Level 2, Operational
- Cody Rossing, 18570, Community Peace Officer, Level 1, Operational

Currently, Community Peace Officers and Bylaw Enforcement Officers report directly to the General Manager of Protective Services/Fire Chief.

Peace Officers work within the statutory requirements of the Public Security Peace Officer program as set out by the Government of Alberta and internal operational policies. Bylaw Enforcement Officers work within the statutory requirements of the Bylaw Enforcement Officer Bylaw, the *Municipal Government Act*, and internal operational policies.

Enforcement Services moved their offices from the Civic Centre in March 2022 and have been working out of the newly purchased Public Works building since.

Our staff have over 13 years of experience in law enforcement and investigative roles in private sector, municipal government, and provincial government.



A Look Back at 2022

2022 has been a year of growth and change for Drayton Valley Enforcement Services. This change has been quick and steady but has increased the profile of the department in the community and improved the quality of investigations and files of staff. Some changes that have occurred, include:

- a) Creation of a new Bylaw Enforcement Officer Bylaw
- b) Creation of a new Community Standards Bylaw
- c) Completion of a 2022 Enforcement Services Satisfaction and Priorities Survey
- d) Creation and use of a dedicated Enforcement Services Facebook page

- e) New records management system and implementation of processes and controls to ensure proper use
- f) Addition of Emergency Response to Level 1 authorities
- g) Addition of Primary Highway Enforcement
- h) Participation in the Community Safety Committee
- i) Use of electronic ticketing
- j) Took over enforcement of the *Weed Control Act* and the *Agricultural Pests Act*
- k) Began managing TRAVIS permitting system and have a permit fee being implemented as part of the 2023 budget. Throughout 2022, there were 2214 TRAVIS permits issued by the Town of Drayton Valley
- l) Use of online citizen reporting system, Citywide

In addition, staff have been able to assist other municipal departments in reviewing and providing input to their bylaws to ensure effective bylaws are being presented to Council. Enforcement Services staff have reviewed the Cemetery Bylaw, the Utilities Bylaw, and the Electronic Transmission of Assessment & Taxation Documents Bylaw.

Further, while working with both public works and Alberta Transportation, we have been able to have ineffective or improper signs removed and have had proper signs placed throughout the community including along Highway 22. This will help road users better understand and observe the rules of the road.



The department has also taken the lead in the creation of a Closed-Circuit Television (CCTV) Camera Report which was intended on providing background information on the use of CCTV cameras in public areas throughout the community to help deter and prevent crime and disorder. This has resulted in \$86,500.00 being allocated in the 2023 budget, for the installation of cameras at key public areas in the Town.

Enforcement Services, on behalf of the Town, has also applied for the Alberta Crime Prevention Grant, which would provide up to \$150,000 per year, for 2023 and 2024, for a total of \$300,000. Our approach to this grant has been “Creating a Safer Community”. This project has obtained supporting letters from the RCMP, Community Safety Committee Chair and Family and Community Support Services (FCSS).

Should the Crime Prevention Grant be accepted by the province, some initiatives that were identified include enhanced patrols, community presentations, training, CCTV camera equipment/monitoring, community safety surveys, purchasing of e-bikes and equipment for patrols along the trail system and advertisement amongst others. It's expected that should we be approved for the grant; funds will be provided around March 2023 for the year.



41.5+

Hours spent
in School Zones



8.75+

Hours spent
in Playground Zones



2217

TRAVIS Permits
Issued

Community Engagement

Staff have also been fortunate to be able to become more involved in the community and have attended and participated in various community events including:

- a) Terry Fox Walk/Run with Eldorado School
- b) Welcome Assembly at H.W. Pickup School
- c) Visits to the 55+ Seniors Club
- d) Rodeo
- e) Light Up Parade
- f) Grade 12 Graduation Parade
- g) Community Dinner Street Party
- h) Attendance at Thunder Hockey Games

Additionally, Enforcement Services has become more involved and provided more information to the community by using social media.



Satisfaction and Priorities Survey

From June 14th – July 3, 2022, Enforcement Services conducted a “Enforcement Services Satisfaction and Priorities Survey” within the community. The survey was advertised on the Town’s website, social media accounts, on posters in town facilities and at the 55+ Recreation Centre. The survey was available in both electronic and paper format. In total, there were 168 responses received.



Survey Responses Received

DRAYTON VALLEY ENFORCEMENT SERVICES

Priorities & Satisfaction Survey Results



Question:

What would you say is the most important issue facing Drayton Valley Enforcement Services today?

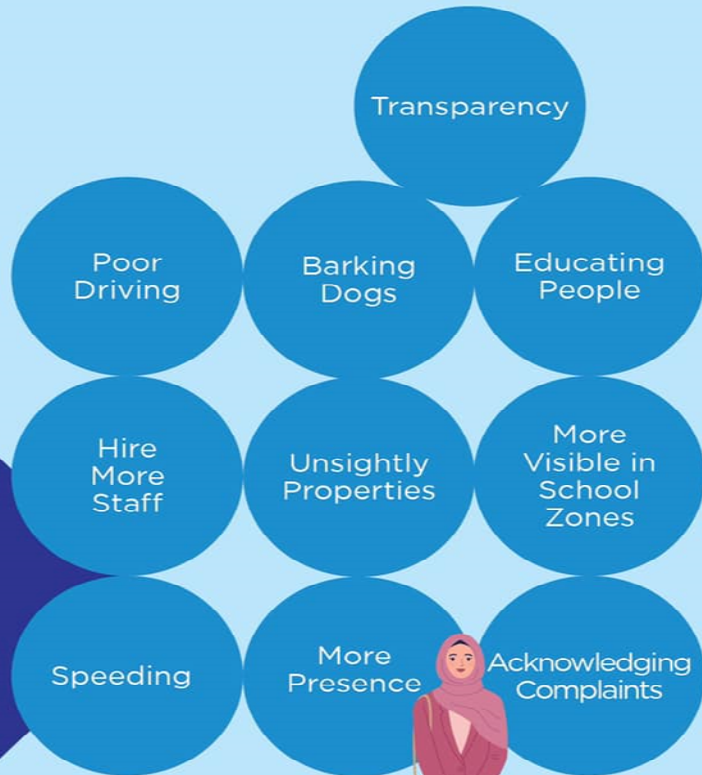
Answers are themes that emerged from open text box.



Question:

Do you have any final comments or suggestions for Drayton Valley Enforcement Services such as how to improve or any additional priorities that were not listed

Answers are themes that emerged from open text box.



DRAYTON VALLEY ENFORCEMENT SERVICES

Priorities & Satisfaction Survey Results

85.42%

of respondents said traffic violations (speeding, stop signs, distracted driving etc), traffic bylaw (trailers on roadway and snow clearing), and commercial vehicle enforcement.

80.56%

of respondents said unsightly properties (overgrown vegetation, accumulation of refuse), and structures in disrepair.



Question:

In your opinion, what should Drayton Valley Enforcement Services priorities be over the next couple of years?

Answers are the top 3 themes combined.

75.00%

Animal Protection Act (animals in distress due to inadequate food, water, shelter), and Cats/Dogs at large.

41.67%

of respondents answered increasing enforcement service levels.

Question:

Understanding that Enforcement Services is tax supported, which of the following would you most likely support?



50.69%

of respondents answered maintaining current enforcement service levels.

7.64%

of respondents answered decreasing enforcement service levels.

DRAYTON VALLEY ENFORCEMENT SERVICES

Priorities & Satisfaction Survey Results

55.83%

of respondents were very satisfied or satisfied with the direction of the department in the last 3 years.



Question:

Overall, how satisfied are you with Drayton Valley Enforcement Services direction in the last 3 years?

Question:

Thinking of your contacts with Drayton Valley Enforcement Services over the last 3 years, how satisfied were you with the customer service you received?

52.58%

of respondents were satisfied with the customer service they received from Enforcement Services in the last 3 years.



64.52%

of respondents were satisfied with staff providing a response in a reasonable time in the last 3 years.



Question:

Thinking about your last contact with Drayton Valley Enforcement Services in the last 3 years, how satisfied were you with staff providing a response within a reasonable time?

Question:

Thinking about your last contact with Drayton Valley Enforcement Services within the last 3 years, how satisfied were you with staff doing everything necessary to assist your needs?

41.38%

of respondents were satisfied or very satisfied with staff doing everything necessary to assist the respondents needs.



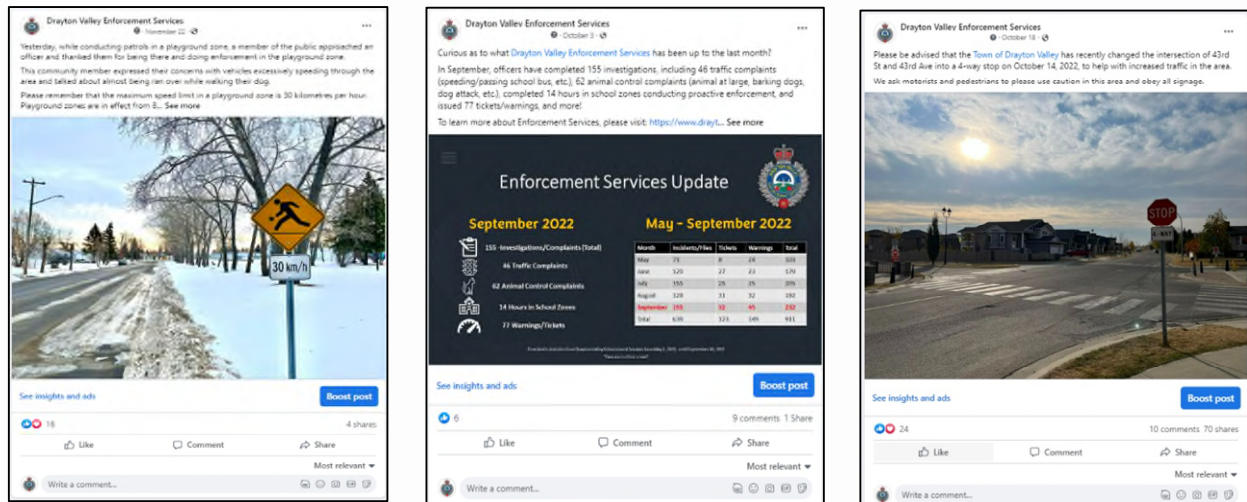
Enforcement Services Social Media

In April 2022, to increase transparency, increase our access to the public and connect with residents, business owners and visitors more effectively, Enforcement Services, in collaboration with Communications, created a dedicated Enforcement Services Facebook Page.

This Facebook page brings various information to the public including animals that have been found at large, seasonal parking restrictions, information on what the department is doing, traffic safety information, municipal bylaw information, stories from the community, and more.

Since then, the page has grown to over 750 followers, mainly residents from Drayton Valley, but also from across Alberta.

The page has been able to reach at least 28,818 people and have had 5,934 people click and visit our page to learn more about Enforcement Services within the community.



Learning Opportunities

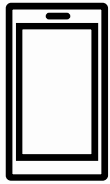
This year has brought both formal and informal learning opportunities for staff members. Formal learning opportunities that staff have completed include:

- Indigenous Training
- Baton/Use of Force Training
- Note Taking
- Building Trust in Municipalities
- How to Motivate the Unmotivated
- The Rise of Human-Centered Leadership (And how to create it in your organization)
- Fire Suppression Fundamentals
- Workplace Bullying, Harassment, and Violence Prevention
- Workplace Violence Prevention & De-Escalation Training
- Hazard Identification, Assessment and Controls

Complaints Received

As previously indicated, Enforcement Services has experienced staffing challenges throughout 2022 which has resulted in a decrease in proactive work and community engagement. However, throughout the year, staff worked diligently to respond to the communities' concerns.

In 2022, Enforcement Services received a total of 625 complaints and investigated 1044 incidents. This is an increase in complaints of 260% from 2021.



347

Complaints Received
by Phone



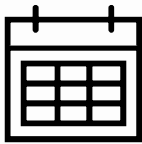
513

Tickets/Warnings
issued by Officers



1048

Incidents Investigated
by Officers



Tuesday

Busiest day
of the week



11AM-12PM

Busiest time
of the day



September

Busiest month
of the year



210

Traffic Related
Incidents



248

Community Standards
Incidents



445

Animal Related
Incidents

Complaint Types

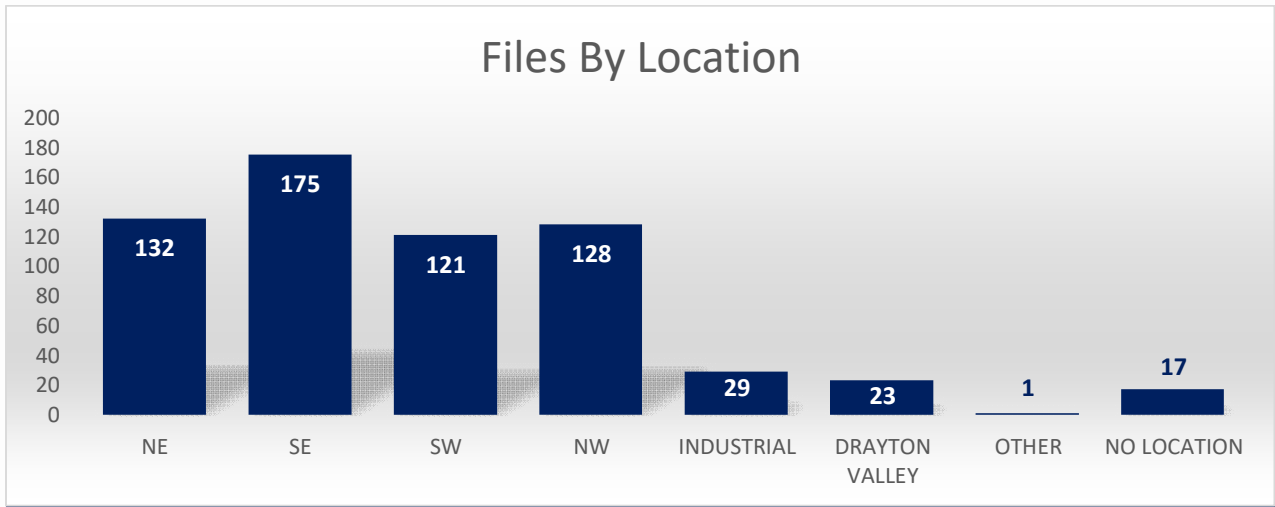
Overall, in 2022, there were 1048 incidents investigated by Drayton Valley Enforcement Services. These incidents are primarily from complaints received from the public. Proactive work such as traffic enforcement where a ticket or warning has been issued, is not captured in these numbers.

INCIDENT	TOTAL
Agricultural Pests Act	5
Animal Protection Act	25
Dangerous Dog Act	0
Environmental Protection and Enhancement Act	10
Fuel Tax Act	0
Gaming, Liquor and Cannabis Act	3
Petty Trespass Act	9
Tobacco, Smoking and Vaping Reduction Act	0
Traffic Safety Act	144
Trespass to Premises Act	28
Weed Control Act	5
Animal Control Bylaw	420
Business Licence Bylaw	0
Community Standards Bylaw	248
Cannabis-Free Public Places Bylaw	0
Fire Services Bylaw	8
Curfew Bylaw	0
Heavy Vehicle Bylaw	1
Off-Highway Vehicle Bylaw	3
Land Use Bylaw	0
Outdoor Restrictions Bylaw	0
Smoking Bylaw	0
Traffic Bylaw	64
Transportation of Dangerous Goods Bylaw	2
Waste Management Bylaw	1
Assist Town Department	21
Assist RCMP or Police	12
Assist Provincial Agency	1
Assist Other CPO	2
Assist at Emergency	8
Complaints: Internal	1
Officer Safety	5
Miscellaneous	22
TOTAL	1048

Complaints by Location

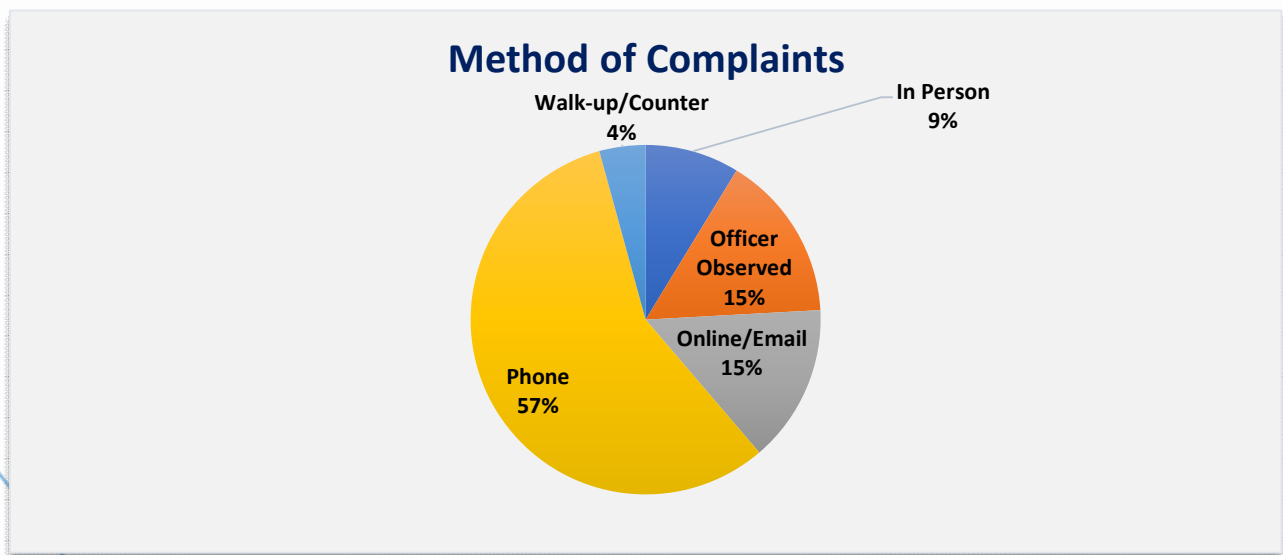
Complaints are tracked by “quadrant” and the Town is split into 5 areas, NE, SE, SW, NW, and Industrial. 50 Street and 50 Avenue separate the quadrants and 34 Avenue separates the industrial area. There is a final location of “Drayton Valley” which may be used if an event has occurred in more than one quadrant, or it is unknown where the occurrence happened.

The Southeast quadrant is the busiest quadrant in the Town of Drayton Valley with the Industrial quadrant being the slowest.



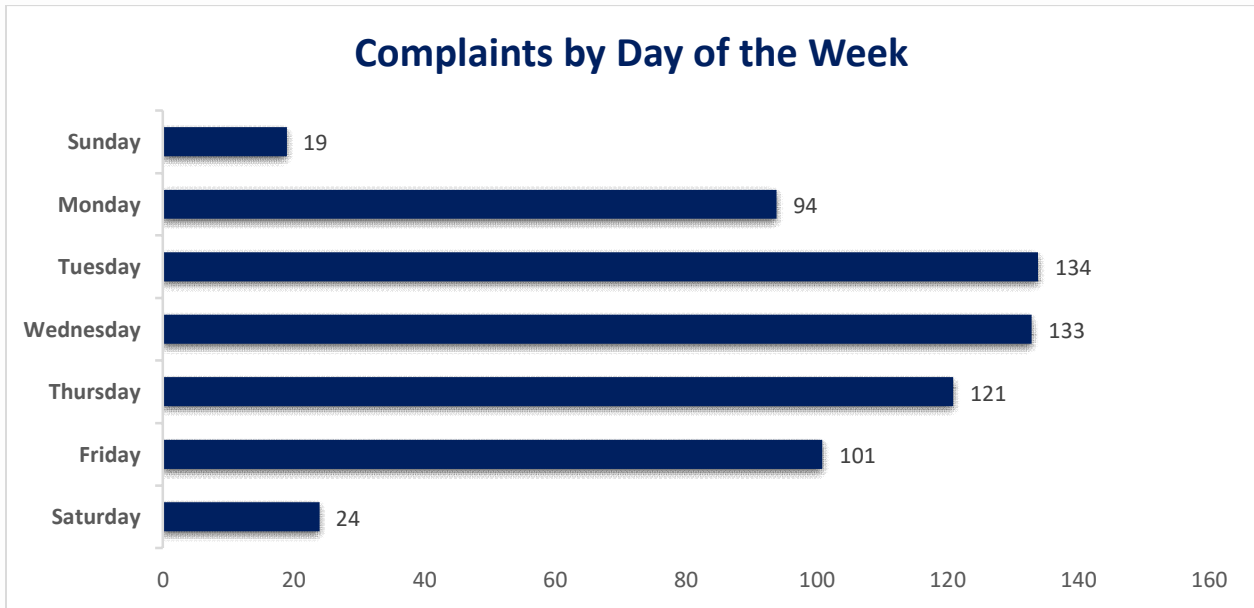
Complaint Reporting Method

The methods of reporting by which Enforcement Services receive complaints shows the preferred method of complaints is by phone, at 346. There are various reporting options available to the public to register a complaint with Enforcement Services, this includes by phone, email, online, in person, front-counter and officer observed/generated.



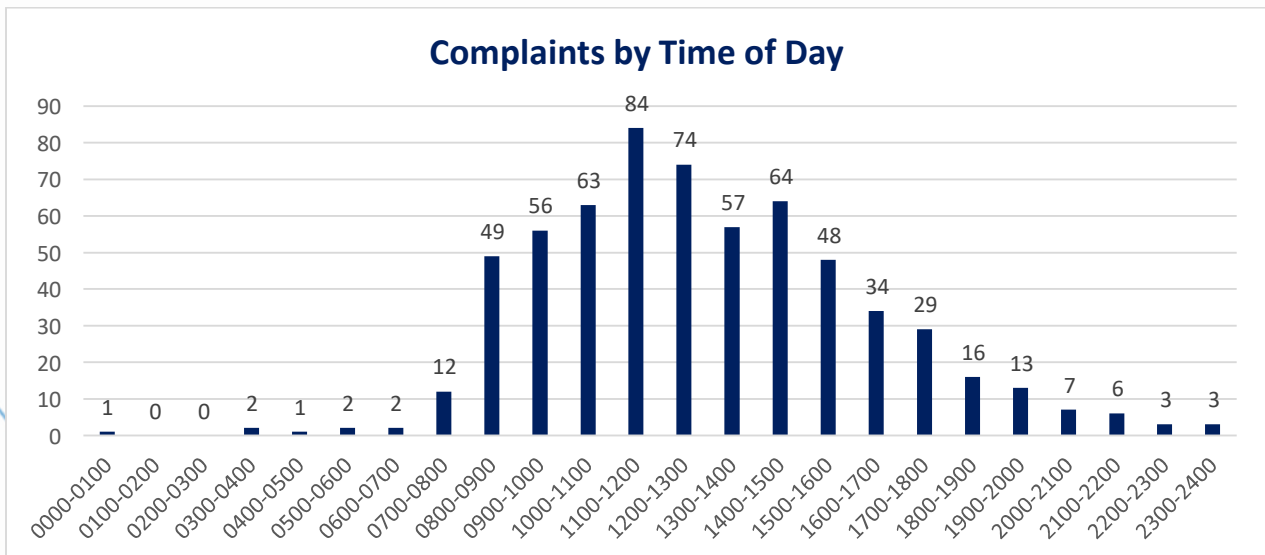
Complaints by Day of the Week

Complaints received by Enforcement Services show the primary concerns are on Tuesday's and Wednesday's with little reporting on weekends. Often, Enforcement Services does not work on weekends, so the public doesn't ordinarily see officers patrolling the community to spark a call in. As the department grows, more shifts will occur on weekends.



Complaints by Time of Day

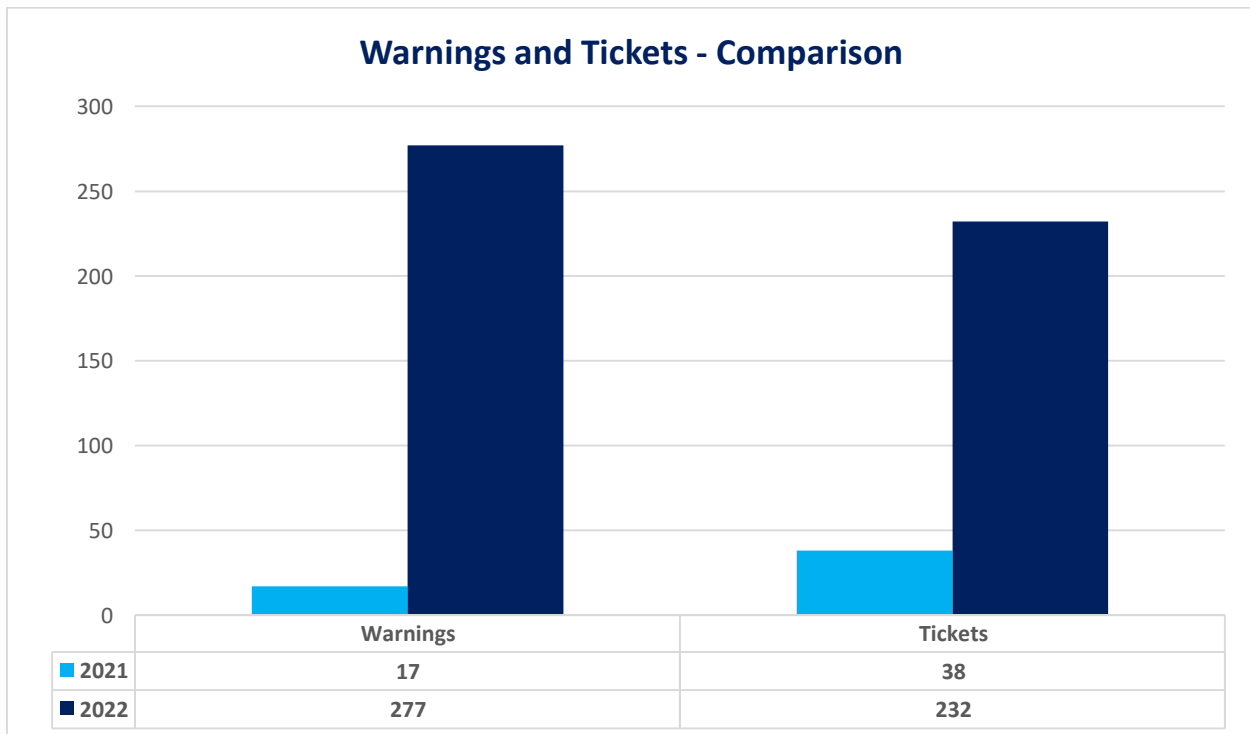
Enforcement Services receives most complaints during normal business hours with the busiest time between 11am and 12pm. Often, Enforcement Services does not work evenings or nights, so the public doesn't ordinarily see officers patrolling the community to spark a call in. As the department grows, more shifts will occur on evenings.



Warnings and Tickets

Enforcement Services has issued 509 written warnings and violation tickets throughout the year. Primarily, these come from moving traffic violations, such as speeding or distracted driving, but they also consist of various other offences such as bylaw charges.

Enforcement Services' uses various avenues, such as warnings and tickets, to ensure compliance of provincial and municipal legislation. Although some may think the purpose of a ticket is to generate revenue, it is to educate while providing a bigger deterrence to the offence being committed.



Court

Through the charges that have been issued in 2022, there have only been eight not guilty pleas being made. Of those, one has changed their plea to guilty before trial, one was convicted in absence on the trial date after failing to attend, one was convicted of the charges, and five are awaiting trial. As some charges issued in 2022 have court dates in 2023, we do not have a complete picture at the time of the publication.

Complaints Against a Peace Officer/Bylaw Officer

A major component of the Alberta Peace Officer Program is accountability and responsibility. The professional handling of complaints regarding actions taken by peace officers has a direct impact on these values.

A complaint is captured under the *Peace Officer Act* and its regulations if it is made in writing, to the authorized employer. Regardless of whether an employer receives a complaint directly, if the employer learns of a complaint, code of conduct, policy violation, or serious or sensitive incident that may lead to a complaint, the employer is required to deal with the matter in accordance with the *Peace Officer Act*³.

The *Municipal Government Act* requires that a bylaw specifying the powers and duties of Bylaw Enforcement Officers and establish disciplinary procedures for misuse of powers, including penalties and an appeal process be in effect, should the municipality wish to engage in bylaw enforcement.

2022 Complaints Against Peace Officers		
TYPE	TOTALS	DISPOSITION
Formal Complaint – Employer Initiated	0	N/A
Formal Complaint – Written Public Complaint	1	Unfounded
Reportable Event – Use of Force	0	N/A
Reportable Event – Discipline	0	N/A

In 2022, there was one complaint against a Peace Officer which resulted in a code of conduct investigation being undertaken. After the investigation was concluded, the complaint was determined to be unfounded.

2022 Complaints Against Bylaw Enforcement Officer		
TYPE	TOTALS	DISPOSITION
Formal Complaint – Employer Initiated	1	Founded
Formal Complaint – Written Public Complaint	0	N/A

In 2022, there was one employer-initiated complaint against a Bylaw Officer which resulted in a investigation being undertaken. After the investigation was concluded, the complaint was determined to be founded.

³ <https://open.alberta.ca/dataset/ac41ee2b-2821-41ba-bcff-fc2686b18b48/resource/1150f361-8c83-4259-b0e1-c9eb7314ce20/download/jsg-public-security-peace-officer-program-policy-procedure-manual-2022.pdf>

A Look Ahead

As 2022 ended, we began looking into 2023 and what that means for the Enforcement Services department.

- Addition of another Peace Officer
- Addition of an additional Peace Officer vehicle
- Possibility of receiving the Crime Prevention Grant and initiatives identified through the grant application
- Renewal of the Memorandum of Understanding (MOU) between the Town of Drayton Valley and the Royal Canadian Mounted Police (RCMP) pertaining to Peace Officers
- Working towards advocating for changes regarding Post-Traumatic Stress Disorder with Community Peace Officers
- Implement new policies and procedures for Enforcement Services
- Create a multi-year Traffic Safety Plan
- Exploring a regional Memorandum of Understanding (MOU) between the Town of Drayton Valley and Brazeau County for Peace Officer Services
- Seeing the installation of CCTV Cameras at identified areas in the community
- Explore any additional authorities for Peace Officers that may be of benefit to the community
- Review of the Animal Control Bylaw

The department will continue to review internal practices and procedures to ensure officers are being as effective in their roles, as possible, while being provided with effective oversight.

Financial Information

The below information is from the Enforcement Services operating budgets. This does not include any budget pertaining to capital purchases.

Item	2022 Budget	2023 Budget
Peace Officer	\$159,041.00	\$237,312.00
Bylaw Enforcement	\$38,120.00	\$52,346.00
Animal Control	\$73,911.00	\$88,230.00
Total	\$271,072.00	\$377,888.00

Contact Information

Any inquiries from the province regarding the Town of Drayton Valley's Enforcement Services Department can be directed to:

Primary Contact

Tom Thomson
GM of Protective Services/Fire Chief
Town of Drayton Valley
5120 – 52 Street, Box 6837
Drayton Valley, AB, T7A 1A1
Phone: 780-514-2243
Email: firechief@draytonvalley.ca

Secondary Contact

Cody Rossing
Community Peace Officer
Town of Drayton Valley
5120 – 52 Street, Box 6837
Drayton Valley, AB, T7A 1A1
Phone: 780-514-2386
Email: crossing@draytonvalley.ca

Any inquiries or complaints from the public to Enforcement Services can be done by phone at 780-514-2386, by email at enforcement@draytonvalley.ca, visit us in person at 5120 – 52 Street, Drayton Valley, or online using the Citywide portal located on the Town of Drayton Valley's website.

In addition, the public is invited to follow us on our Facebook page to stay up to date on what Enforcement Services is doing in the community. Our Facebook page is called "Drayton Valley Enforcement Services".







Town of Drayton Valley **AGENDA ITEM REPORT**

Regular Council Meeting

MEETING: Regular Council - February 22, 2023

PRESENTED BY: Jerreck Connors,
Development Planner

DEPARTMENT: Planning

DIVISION: Planning & Growth

SUBJECT: Discretionary Use Request: Drive-Through for a proposed Establishment (Eating & Drinking) at 2050 - 50 Street (LOT 12 BLOCK 3 PLAN 1420147), Development Permit DV23-005

ATTACHMENTS: [Attachment 1 - Zoning & Aerial Map](#)
[Attachment 2 - Site Plan](#)
[Attachment 3 - C-GEN Zoning](#)
[Attachment 4 - MDP Map 4](#)
[Attachment 5 - Bio-Mile ASP Figure 3 Land Use Concept](#)
[Attachment 6 - Site Photographs](#)
[Attachment 7 - Land Use Bylaw Section 4.5](#)
[Attachment 8 - Draft Development Permit DV23-005](#)
[Attachment 9 - Slide Presentation Deck](#)

PROPOSAL AND BACKGROUND INFORMATION:

Administration received a Development Permit Application to allow for a Drive-Through in conjunction with a new build Establishment (Eating & Drinking) at 2050 - 50 Street. An aerial of the site is provided with **Attachment 01 - Zoning & Aerial Map**. A site plan of the proposal is included as **Attachment 02 - Site Plan** to the report.

The property is zoned C-GEN (Commercial, General District) where Establishments (Eating & Drinking) are a permitted use, however Drive-Throughs are a discretionary use and must be decided by Council (See **Attachment 03 - C-GEN Zoning**)

Discretionary Use Sought:

- To allow for a 'Drive-Through' use in conjunction with a proposed Establishment (Eating & Drinking) new build on a C-GEN zoned lot

Municipal Development Plan

Under the Municipal Development Plan Future Land Use Map, the application is for an undefined area generally assumed to be planned for future expansion of commercial and light industrial development (See **Attachment 04 - MDP Map 4**).

The MDP makes mention that commercial zoning may extend South along 50 Street to Highway 22. The MDP does not get into the specifics on the types of uses proposed in this application.

Administration view the application as in adherence to the Municipal Development Plan.

Bio-Mile Business Park ASP

The commercial development is proposed in the eastern half of the area, outlined by the ASP to be primarily used for commercial and light industrial purposes (Policy 3.1.2). Placement of the site is provided with **Attachment 05 - Bio-Mile ASP Figure 3: Land Use Concept**. The ASP does not speak in any detail about the uses proposed.

Administration views the application as in adherence to the Bio-Mile Business Park ASP.

Site Context

Two site visits were conducted on February 3rd 2023 at approximately 10:40am and February 15th 2023 at approximately 1:25pm. Photographs are included as **Attachment 06 - Site Photographs**

The site consists of an existing gas bar and convenience store, at the end of a service road exiting off a main route (50 Street) and North of Highway 22. A truck fueling station and Truck Stop area flank the subject site to the west and south, and a liquor store is situated on the neighbouring lot to the North. Hotel Accommodations and an Establishment (Eating & Drinking) sit opposite the subject site on the east side of 50 Street.

Eating Establishment

Administration's review found that the Establishment (Eating & Drinking) portion of the application complies with Land Use Bylaw 2020/12/D and is a permitted use for the C-GEN Zone covering this location.

Drive-Through

Under C-GEN zoning in Land Use Bylaw 2020/12/D, a 'drive-through' is a discretionary use only, requiring the application to be heard and decided by Council acting as the Municipal Planning Commission per Section 2.10.

While not illustrated on the provided blueprint, the development permit is conditioned such that a minimum of one (1) garbage receptacle is required along the length of the Drive-Through, and positioned such that it is usable by drivers from their vehicles.

With the added condition on the Development Permit, Administration views the drive-through as complying with Land Use Bylaw Section 4.5 (Drive-Through) requirements. A copy of the Drive-Through specific regulations is included as **Attachment 07 - Land Use Bylaw Section 4.5**.

Traffic Impact Assessment

Section 4.5(f) of the Land Use Bylaw states that for "Drive-Through" uses, an applicant **may** be required to submit a Traffic Impact Assessment. Given the sparse existing development of the area currently, and placement of the Drive-Through on the far end of the lot requiring both a turnoff from 50 Street and subsequent ~180m travel distance along a service road to reach the start of the drive-through, Administration does not see a potential traffic impact to any major routes warranting the need to provide a Traffic Impact Assessment.

Parking

Parking minimums under the Land Use Bylaw require 18 stalls to be present for the site as a whole, shared between the existing and proposed new uses. 27 stalls on site are being proposed, exceeding parking minimums.

Underground Fuel Storage Tank Access

Fire Services contacted Alberta Safety Codes Council - Tank Management Division who confirmed there would be no issue regarding the parking location above the tank on site.

Administration is requesting per condition on the permit that fuel deliveries to the site be arranged such that they avoid overlap with primary dine-in hours for the restaurant in order to minimize conflict between patrons and fuel delivery for the gas bar.

Fire Hydrant Location

Fire Services and Utilities were consulted regarding hydrant relocation to accommodate the proposed Drive-Through. Through negotiations with the applicant, the hydrant is proposed to be relocated to the island on the North-East corner of the site, as outlined in the attached blueprints.

The Development Permit is conditioned such that exact final placement and orientation are to receive both Fire Services and Utilities sign-off prior to installation to ensure access and orientation of the final placement are suitable for use in the event of an emergency.

Above-Ground Propane Tank Relocation

In order to accommodate the proposed Eating Establishment and Drive-Through, the existing above ground propane storage tank on site will need to be decommissioned in its current location, and either moved to, or a new tank built at, the proposed location on the proposed blueprints. As part of the development permit conditions, the applicant shall be required to obtain all necessary permits and approvals from the necessary authority bodies to conduct such actions.

Engineering Comments

Engineering requested that utilities and servicing plans be provided to and approved by the Town prior to any construction commencing, and that prior to any backfilling of utilities after construction, an inspection and approval by the Town is conducted. The proposed Development Permit is conditioned to include engineering's request as a requirement.

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:

Notice of Public Hearing for the proposal to the public and surrounding Landowners took place on February 7th 2023 and utilized Policy PD-04-08 notification distances. Property owners in a 100m radius of the site received a physical mailout, and an advertisement was posted on the Town Website and social media.

Administration will send out a Notice of Decision to the same recipients of the initial Notice of Public Hearing after a decision is rendered, as well as host online utilizing the same means as the previous notice.

NEXT STEPS:

Subsequent to a Decision

If approved by Council, the applicant may begin pursuing their building permit.

RECOMMENDATION(S):

That Council Approve Development Permit DV23-005, with the recommended conditions as presented. **(See Attachment 08 – Draft Development Permit DV23-005).**

ALTERNATIVES:

That Council Approve Development Permit DV23-005 with amendments.

That Council Refer Development Permit DV23-005 back to administration in order to address _____.

That Council Refuse Development Permit DV23-005 with reasons.

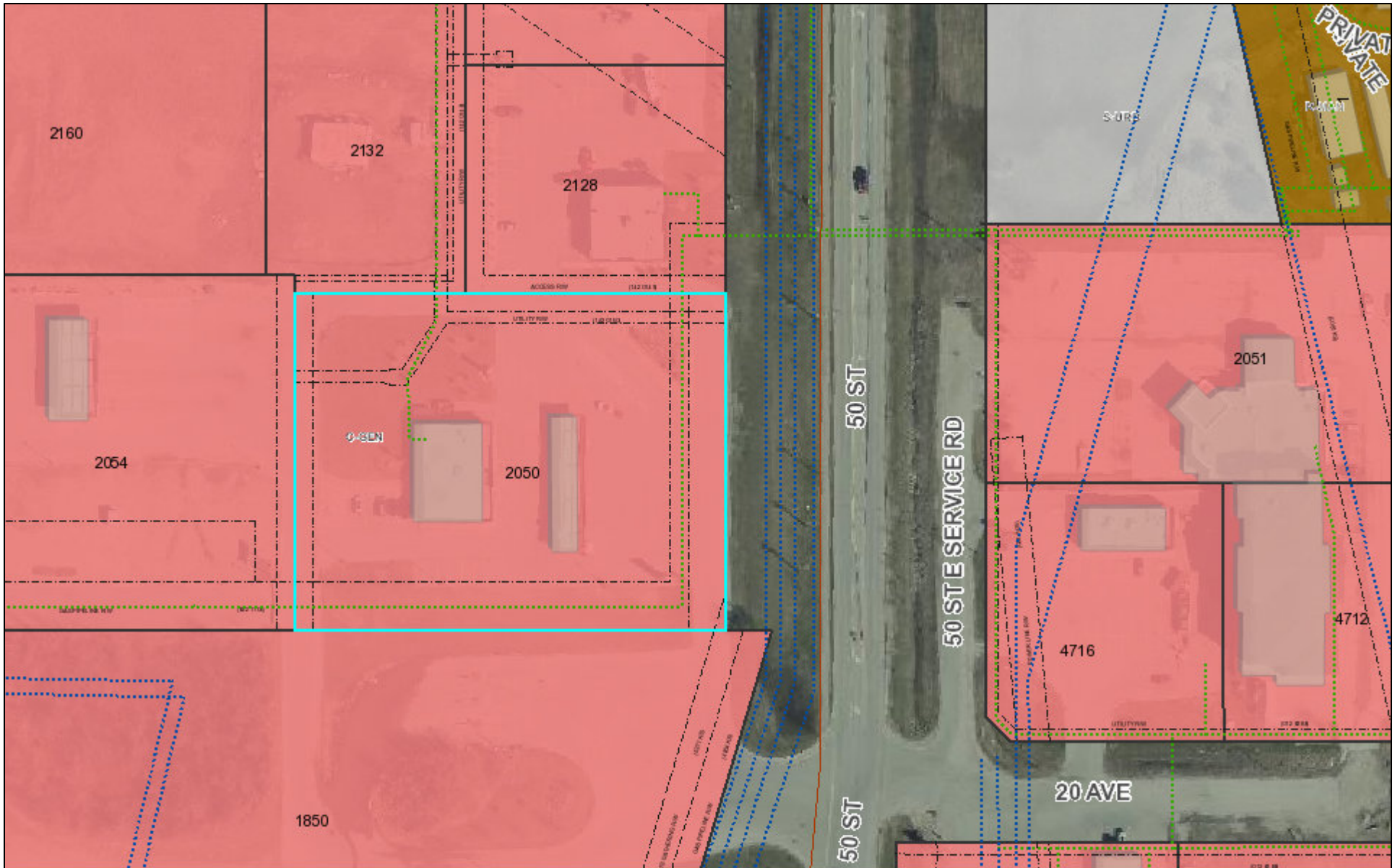
Robert Osmond, CAO
Ken Woitt, General Manager of
Planning & Growth

Approved - 17 Feb 2023
Approved - 16 Feb 2023

ATTACHMENT 1










Zoning & Aerial Map

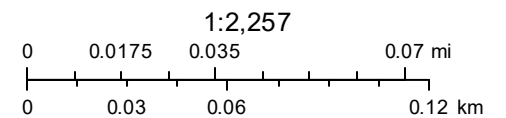
Zoning Map



Page 5 of 35

February 15, 2023

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



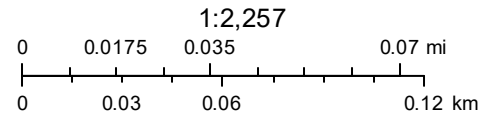
Town of Drayton Valley
Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Aerial Map



February 15, 2023

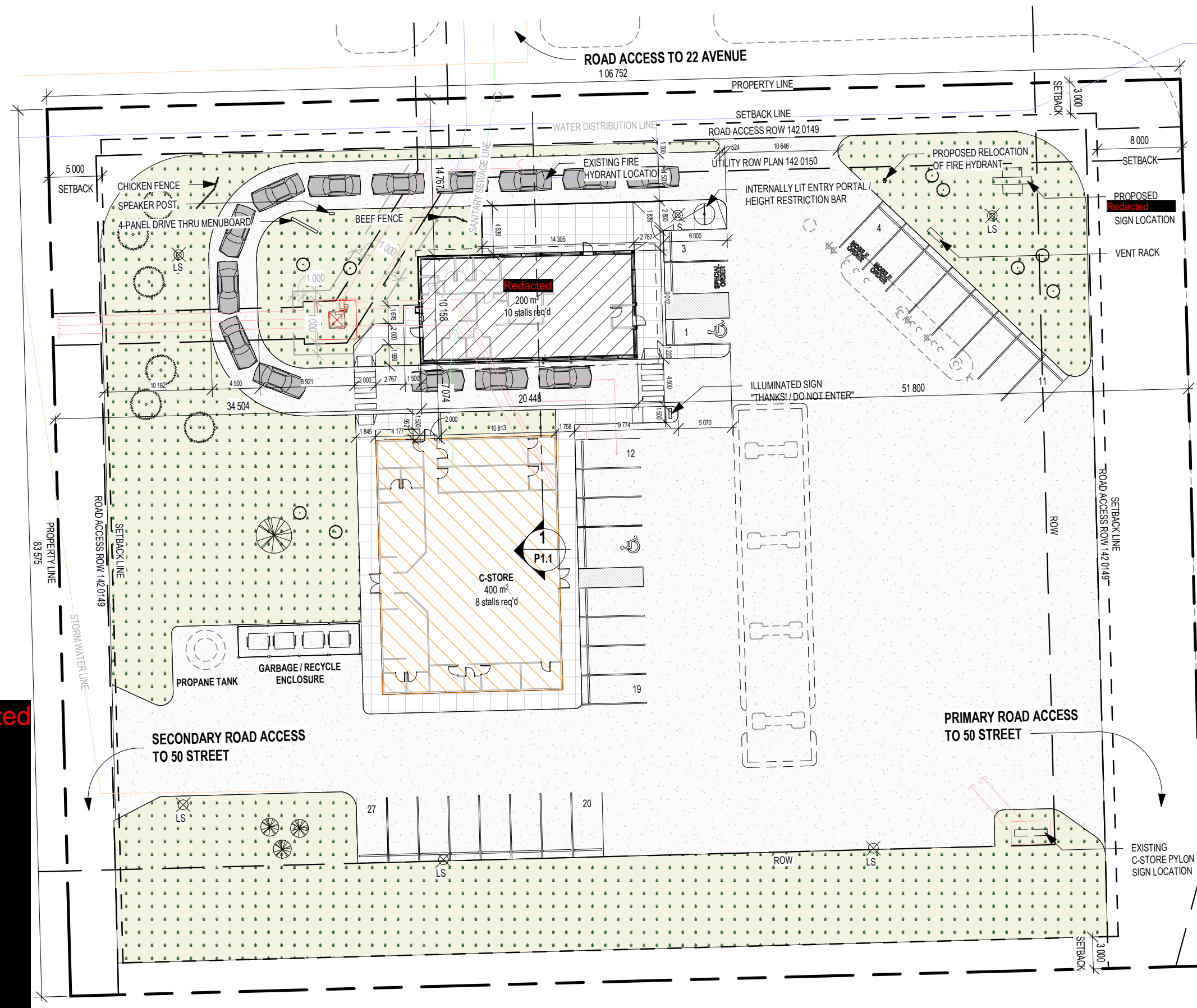
- Existing Sidewalks
- ◆ T of DV Pipeline Road Crossing Sign
- ⋯ High Pressure Pipelines
- Town Boundary - Current
- ⚡ Wellsites
- T of DV Pipeline (Abandoned)
- ⋯ Low Pressure Pipelines
- Facilities
- - - R/W



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

ATTACHMENT 2

Site Plan



PROJECT DATA:

BUILDING INFORMATION:	Redacted
PROJECT DESCRIPTION:	50 STREET & 20 AVENUE, DRAYTON VALLEY, AB
MUNICIPAL ADDRESS:	LOT 12, BLOCK 3, PLAN 142 0147
LEGAL DESCRIPTION:	
APPLICABLE BUILDING CODE:	NATIONAL BUILDING CODE - 2019 ALBERTA EDITION
LAND-USE BY-LAW:	C-GEN - COMMERCIAL, GENERAL DISTRICT
SITE AREA:	8,922 m ²
BUILDING FOOTPRINT / GROSS FLOOR AREA	
Redacted	207 m ²
BUILDING FOOTPRINT / GROSS FLOOR AREA (EXISTING C-STORE):	400 m ²
PARKING SPACES:	
MIN. REQUIRED FOR GAS STATIONS	2 PER 100 m ² = 8 STALLS
MIN. REQUIRED FOR ESTABLISHMENT (EATING & DRINKING)	5 PER 100 m ² = 10 STALLS
TOTAL PARKING PROVIDED	27 STALLS, 2 ACCESSIBLE, 1 LOADING

LEGEND:

	PROPERTY LINE		EXISTING BUILDING
	LINE OF SETBACK		NEW BUILDING
	LANDSCAPE SETBACK		LANDSCAPE
	UTILITY RIGHT-OF-WAY		ASPHALT
	WATER DISTRIBUTION LINE		SIDEWALK
	STORM WATER LINE		
	SANITARY SEWERAGE LINE		
	ELECTRICAL LINE OR ITEM		

Redacted

Redacted

SITE PLAN

P1.0

ATTACHMENT 3

C-GEN Zoning

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:

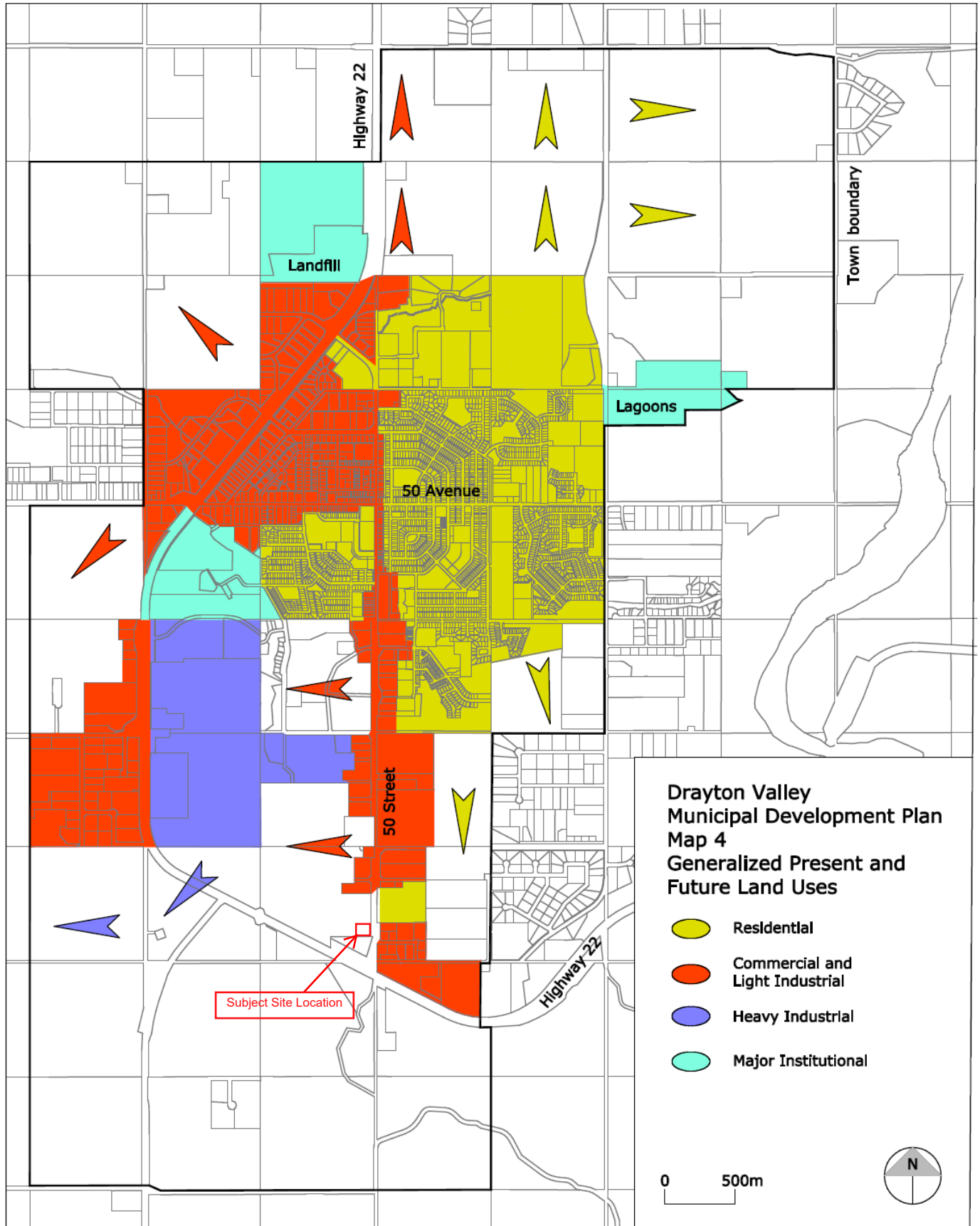
- Outdoor storage and display shall not be permitted except for sidewalk sales,
- Garbage storage shall be confined to a designated area and shall not have an adverse affect on the use or circulation on the parcel or adjacent lands, and
- No shipping containers are allowed.

EXCEPTIONS:

- Auction Markets exclude livestock sales.

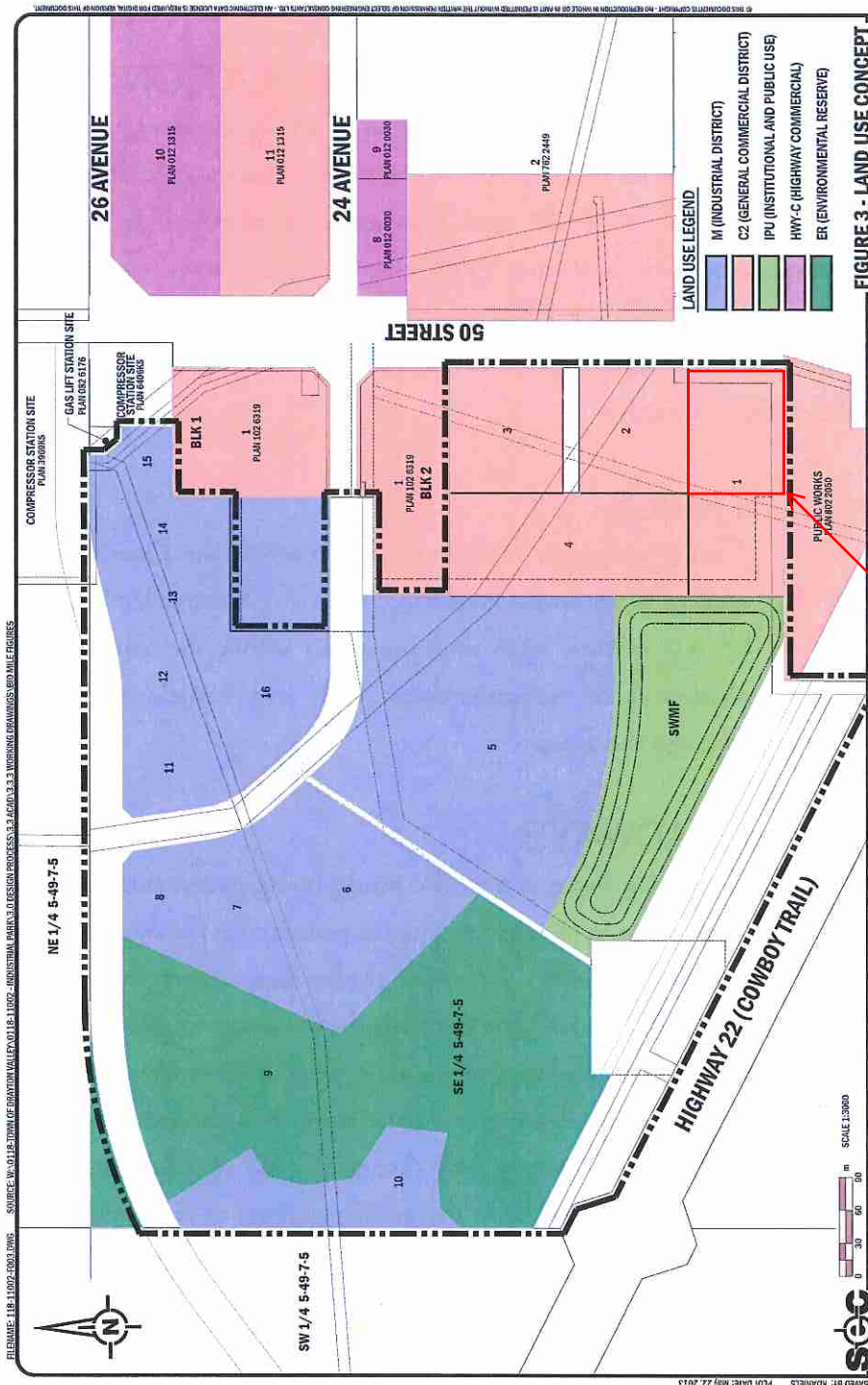
ATTACHMENT 4

MDP Map 4



ATTACHMENT 5

Bio-Mile ASP Figure 3: Land Use Concept



Subject Site Location

NOTE: In order to accommodate market demand (provided that the requirements of the Town's Land Use Bylaw are complied with) the number and sizes of lots may vary and may be adjusted at the time of subdivision. Provided the change does not affect the intent of this ASP, a formal amendment of this document will not be required.

ATTACHMENT 6

Site Photographs



View of area north of Convenience Store from neighbouring lot. Looking SW - February 15 1:28PM



View of site area immediately north of Convenience store, looking NW - February 15 1:28PM



View of area North of Convenience Store. Looking SE from neighbouring lot - February 15 2023 1:29PM



View of Gas Bar, Convenience Store, and area to the North of existing store planned for future Eating Establishment & Drive-Through. Looking SW from neighboring lot - February 15 2023 1:30PM



View from the interior site driving lane looking NE at the corner island on site - February 03 2023 10:42AM



View from the interior site driving lane looking NNW at access points to the underground storage tank adjacent to the NE island on site - February 03 2023 10:42AM

ATTACHMENT 7

Land Use Bylaw Section 4.5

4.5 DRIVE-THROUGH

General Requirements

- a) The owner or operator of a drive-through shall at all times maintain the parcel, its buildings and structures in a clean, neat, tidy, and attractive condition, free from rubbish and debris,

Site Requirements

- b) The boundary between a parcel with a Drive-Through use and any adjacent Residential Districts shall be fenced, not less than 1.8 m in height,
- c) A minimum of one (1) garbage receptacle is required along the length of the Drive-Through,

Development Permit Requirements

- d) A Development Permit application will respond to the above noted Requirements,
- e) An applicant is required to submit a Site Plan illustrating how motor vehicles will enter and exit the Drive-Through and not obstruct adjacent sidewalks, streets or lanes, and
- f) An applicant may be required to submit a Traffic Impact Assessment.

4.6 GAS STATION

General Requirements

- a) Gas Stations shall not be located on Parcels which, in the opinion of the Development Authority, would be considered unsafe in terms of vehicle circulation, or access to/egress from the Parcel,
- b) A Development Permit application for a Gas Station shall be referred to the Fire Chief, and the Development Authority shall be guided by the Fire Chief's recommendations when making a decision on the permit,

Site Requirements

- c) A parcel on which a Gas Station is located shall have a road frontage of at least 30 m,
- d) No fuel pump or storage tank shall be located within 12.0 m from the front property line,
- e) No fuel pump or storage tank shall be located within 6.0 m from any side or rear property line,
- f) A minimum of ten percent (10%) of the parcel shall be landscaped to the satisfaction of the Development Authority, and

Development Permit Requirements

- g) A Development Permit application will respond to the above noted Requirements and any Provincial regulations.

4.7 HOME OFFICE

General Requirements

- a) Persons employed in the Home Office shall be residents of the principal building,
- b) The Home Office shall be contained entirely within the principal building,
- c) The Home Office may occupy up to thirty percent (30%) of the floor area of the principal building,
- d) The Home Office may generate up to one (1) business-related visit per week, defined as one (1) delivery visiting the office,
- e) The Home Office should not operate between the hours of 20:00 and 8:00 if noise is generated,
- f) The sale of goods is restricted, unless they are incidental to the service provided by the office,

ATTACHMENT 8

Draft Development Permit DV23-005

DEVELOPMENT PERMIT # DV23-005



PROPERTY ADDRESS Legal Address: LOT 12 BLOCK 3 PLAN 1420147 Civic Address: 2050 – 50 Street, Drayton Valley, AB	APPLICANT
TYPE OF DEVELOPMENT New Commercial Building (Restaurant) w/ Drive-Through	

YOUR DEVELOPMENT APPLICATION # DV23-005 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. The proposal shall adhere to all relevant requirements found in Land Use Bylaw 2020/12/D, as amended.
2. Site Layout and Construction must be as shown in the examined and approved Site Plan, following setback regulations as outlined in the Land Use Bylaw. NOTE: All setbacks are from the property line to the eave of the structure, NOT from any roadways, curb, sidewalk, or fence, unless otherwise noted in the Land Use Bylaw.
3. A Proposed Design Site Servicing Plan or Underground Utilities Plan shall be provided to and approved by the Town Engineer prior to any construction commencing.
4. Prior to backfilling, any underground utilities will need an inspection and approval from the Town, and verification that grading elevation follows the design in the provided IFC Drawing.
5. Site drainage shall be such that runoff does not flow onto adjacent lots, except onto drainage easements. Site grading plans shall be submitted to and approved by the Town Engineer prior to any development commencing.
6. Driving lane locations shall be free of any conflict with power poles, utility, or municipal structures or any other existing structures or adjacent properties.
7. Driveways are to be constructed such that they are at least 4 to 8 inches above the curb at the property line, to ensure runoff does not flow from the street onto the property.
8. The sewer invert elevation at the property line must be confirmed by the contractor prior to setting the elevations for the building. Notification must be given to the Town Engineer prior to connection to any Town-owned utility.
9. Water and sewer services are to be installed for each unit at the sole cost of the owner/applicant or contractor, including any changes in service location, capacity and pressure.
 - I. Where water pressure is below 100 kPa (15 psi) or where the volume of water is inadequate to satisfactorily supply the plumbing system with water during periods of peak demand, the owner shall provide and maintain such equipment as may be necessary to adequately supply the fixtures and water outlets.
 - II. Where the water pressure is in excess of 700 kPa (100 psi) the owner shall provide and maintain approved pressure reducing equipment to maintain the pressure between 100 kPa (15 psi) and 700 kPa (100psi).
 - III. Where the owner wishes to reduce the water pressure, the owner shall be responsible for installing and maintaining approved pressure reducing equipment.

10. Confirmation of the placement of the new proposed fire hydrant including orientation of the hydrant at its location shall be signed off by both Fire Services and the Town's Utilities Department prior to any installation and connection work of the new hydrant occurring.
11. Delivery of fuel to the site for the fuel station's use shall be arranged such that it avoids primary internal dining hours of the restaurant/eating establishment in order minimize conflict with the parking stalls overlaying access to the underground storage.
12. Removal/relocation of the upright propane storage tank shall be done to code, and all necessary permits, approvals, and permissions from the regulatory bodies obtained prior to commencement of any work.
13. Application(s) for development permit(s) of any permanent signs shall be submitted to the Town of Drayton Valley and evaluated separate from this permit, and done prior to any installation on the property.
14. The Town shall be advised of any damage to municipal structures prior to the start of any construction. Failure to point out any damages will result in the contractor being responsible for repairs.
15. Weeping tile shall not be hooked to the sanitary sewer or storm drain and must be pumped out into the back yard.
16. All landscaping shall be completed to the satisfaction of the Development Officer within one (1) year of occupancy of the development.
17. The owner/applicant or contractor shall not, during construction or after construction, impede, obstruct or change any existing drainage patterns outside of the subject property without prior approval of the Town Engineer.
18. The water and sewer service tie-ins to the Town's water and sewer mains shall be inspected by the Town before backfilling occurs.
19. Obtaining the required plumbing, gas and electrical permits and inspections are the responsibility of the owner/applicant or contractor. The Town of Drayton Valley may require a copy of the plumbing inspection report prior to allowing water and sewer services to be activated. The Town requires that the owner/applicant or contractor, at his sole cost, install a station wire from the water metre to the exterior of the building (at a height no greater than 3 feet above grade and in close proximity to the outdoor gas meter) to which the Town will install a remote reader.
20. A Real Property Report (RPR), prepared by an Alberta Land Surveyor, is required to be submitted to the Development Authority for review against the approved site plan at the foundation stage of the development prior to further commencement of construction. Failure to provide an RPR at the foundation stage may result in the issuance of a Stop Work Order by the Development Authority.
21. 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.
22. The owner/applicant or contractor shall be financially responsible during construction for any damage, or as a result of the negligence causing damage by the owner/applicant or contractor's servants, suppliers, agents or contractors, to any public or private property.
23. It is the responsibility of the owner/applicant or contractor to ensure all requirements for utility companies (including easements) are met. These companies include, but are not limited to Telus, Fortis Alberta, Atco Gas and the Town of Drayton Valley.
24. The owner/applicant or contractor shall, upon the completion of the construction and installation of the municipal improvements, deliver to the Town both a paper and electronic copy (an AutoCAD *.dwg file, version R14 or higher) of as-built plans, prepared and certified by the consulting engineer as being complete and accurate in all details, for all municipal improvements for the Town's records.
25. Site area shall be fenced/secured to prevent public access for safety during construction.

26. The building shall have its civic address clearly displayed temporarily during construction and permanently after construction. The numbers shall be easily visible from the street and shall accord with the Town of Drayton Valley's Addressing Bylaw.
27. 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.
28. The owner/applicant or contractor shall place a call to Alberta One-Call for location of all utilities prior to construction.
29. It is the responsibility of the Owner/Developer to provide any water or sewer upgrades that are different than the existing services in the area should they be required as a result of this development.
30. Grading and drainage work shall be completed to the specifications provided to and approved by the Town Engineer. The Applicant/Developer shall not impede, obstruct, change or alter the grade or change any existing drainage patterns outside of the subject property without prior approval of the Town Engineer.
31. All loads are to be secured.
32. Any loose debris or mud that may be deposited onto other lands or roads from trucks or equipment shall be cleaned up at the expense of the Applicant/Developer.
33. Applicant/Developer shall erect safety construction signs (ie: trucks turning off of or onto road), which shall be erected prior to commencement of each day and removed at the end of the day of work.
34. Applicant/Developer shall advise the Town Office of dates of commencement and completion of the operation.
35. Topsoil and/or earth which is not required for future lot grading or landscaping shall be removed from site and properly disposed of. Storage of topsoil and/or earth on future phases of developable land within the quarter section is not permitted.
36. Parking Stalls and loading spaces shall be clearly marked and regularly maintained in the parking area to the satisfaction of the Development Authority, including provisions for barrier free parking stalls intended for mobility-reduced persons. All regular parking stalls shall be a minimum of 3m X 6.5m with a minimum aisle width of 5.5m.
37. All parking aisles and stalls must be hard surfaced (asphalt and/or concrete), and meet the requirements of Sections 3.37 – 3.45 of the Town of Drayton Valley Land Use Bylaw 2020/12/D regarding number of stalls, dimensions, etc. This shall be completed on or before opening of the development.
38. Pursuant to Section 3.44 of the Land Use Bylaw, the Owner/Developer shall provide onsite bike racks to accommodate a minimum of 4 bicycles. Bicycle racks shall:
 - i. Be constructed of industrial-grade metals with a smooth painted surface to prevent rusting and, as much as reasonably possible, scratching of bicycle frames,
 - ii. Be securely affixed to the finished grade, and
 - iii. Have two points of contact between the bicycle and the rack to allow a wheel and frame to be locked to the rack, similar to those shown in Figure 6 – Permitted Bicycle Rack Designs in the Land Use Bylaw 2020/12/D.
39. Parking facilities shall have adequate lighting for the entire parking area.
40. The Owner/Developer shall install proper traffic signage required for the safe operation of vehicle traffic to the satisfaction of the Town during and after construction of the proposed development.
41. Outside storage (refuse areas) must be located, screened, and maintained to the satisfaction of the Development Authority.

42. A minimum of one (1) garbage receptacle is required along the length of the Drive-Through in accordance with section 4.5 of Land Use Bylaw 202/12/D.
43. There shall be not outside storage of goods, products, materials or equipment permitted within the front yard setback prescribed. Outside storage of goods, products, materials or equipment shall be kept in a clean and orderly condition at all times and shall be screened by means of a solid wall or fence from public thoroughfares to the satisfaction of the Development Authority.
44. Installation of any new signage will require development authorization. Application shall be submitted and approved, prior to installation.
45. The Owner/Developer shall be responsible to repair any damage to Town Infrastructure related to or resulting from construction.

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 PLANNER:

Town of Drayton Valley

DATE OF DECISION:

February 22nd, 2023

DEADLINE FOR APPEAL:

March 15th, 2023

IMPORTANT NOTES

1. This permit is subject to any/all required Federal, Provincial or Municipal Permit approvals including, but not limited to, Alberta Transportation Roadside Development Permit, Building and/or Safety Code Permits.
2. The Owner/Applicant or Contractor shall obtain the required Alberta Safety Codes Permit(s) prior to the installation, removal, and/or relocation of any propane tanks associated with this development.
3. A Fire Safety Plan shall be approved by Drayton Valley/Brazeau County Fire Services prior to commencement of any demolition work on the subject property.
4. A fire inspection must be completed by Drayton Valley/Brazeau County Fire Services prior to operation. Please contact Drayton Valley/Brazeau Fire Services to schedule an appointment.
5. 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.
8. 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.
9. 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.
10. The development must not encroach on Registered Rights of Ways or Utility Service Lines.
11. 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.

ATTACHMENT 9

Slide Presentation Deck

DV23-005

Discretionary Use - Drive-Through for a new Establishment
(Eating & Drinking)





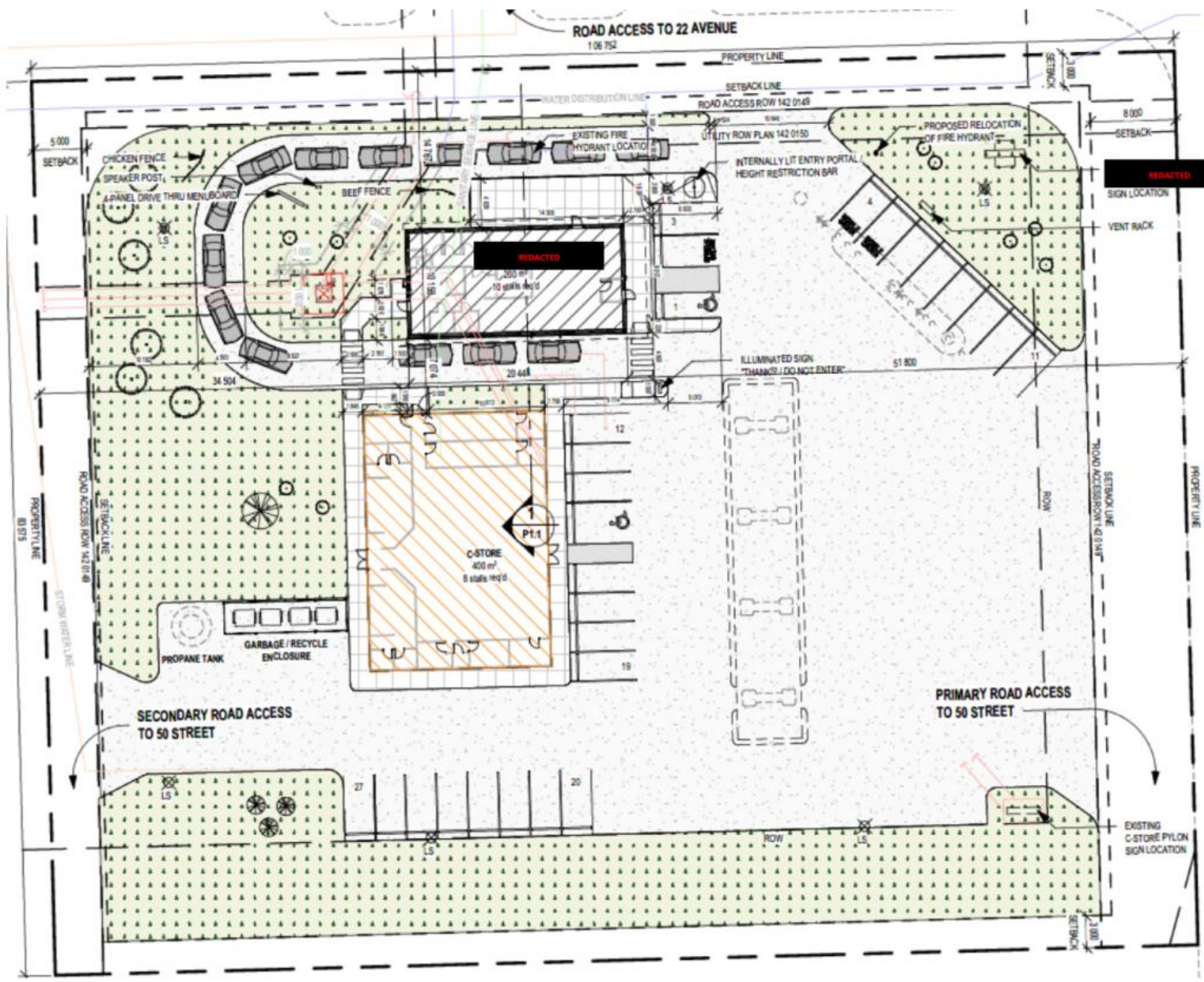
View of area north of Convenience Store from neighbouring lot. Looking SW - February 15 1:28PM



View of site area immediately north of Convenience store, looking NW - February 15 1:28PM



View of area North of Convenience Store. Looking SE from neighbouring lot - February 15 2023 1:29PM



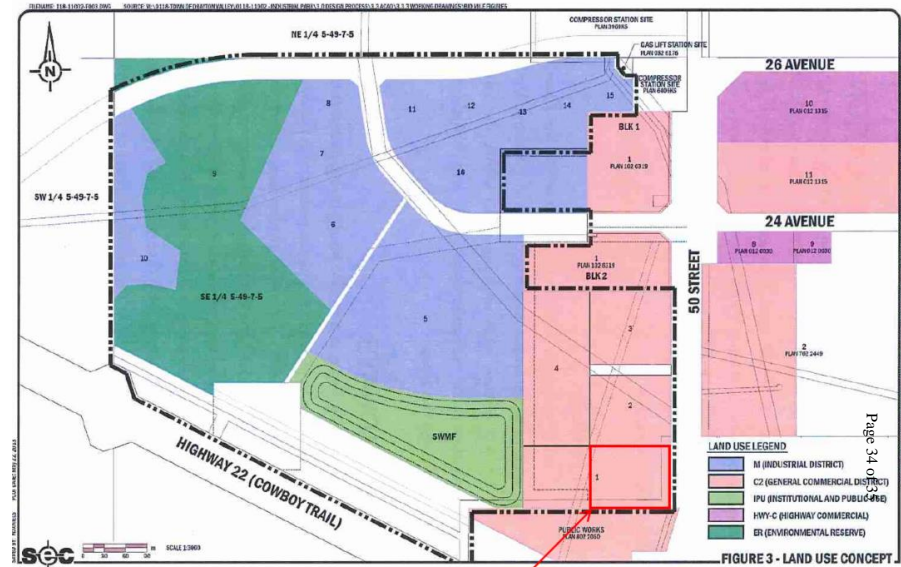
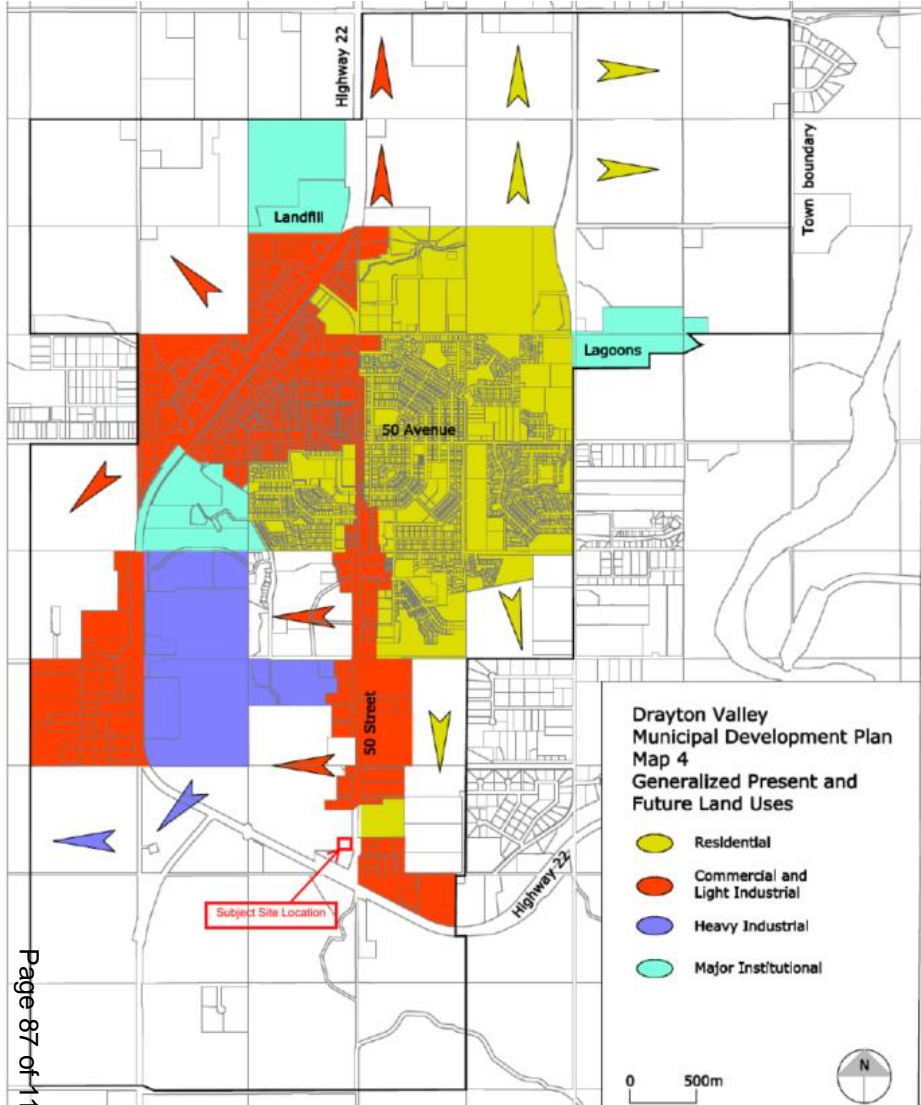
DV23-005

Discretionary Use - Drive-Through for a new Establishment
(Eating & Drinking)



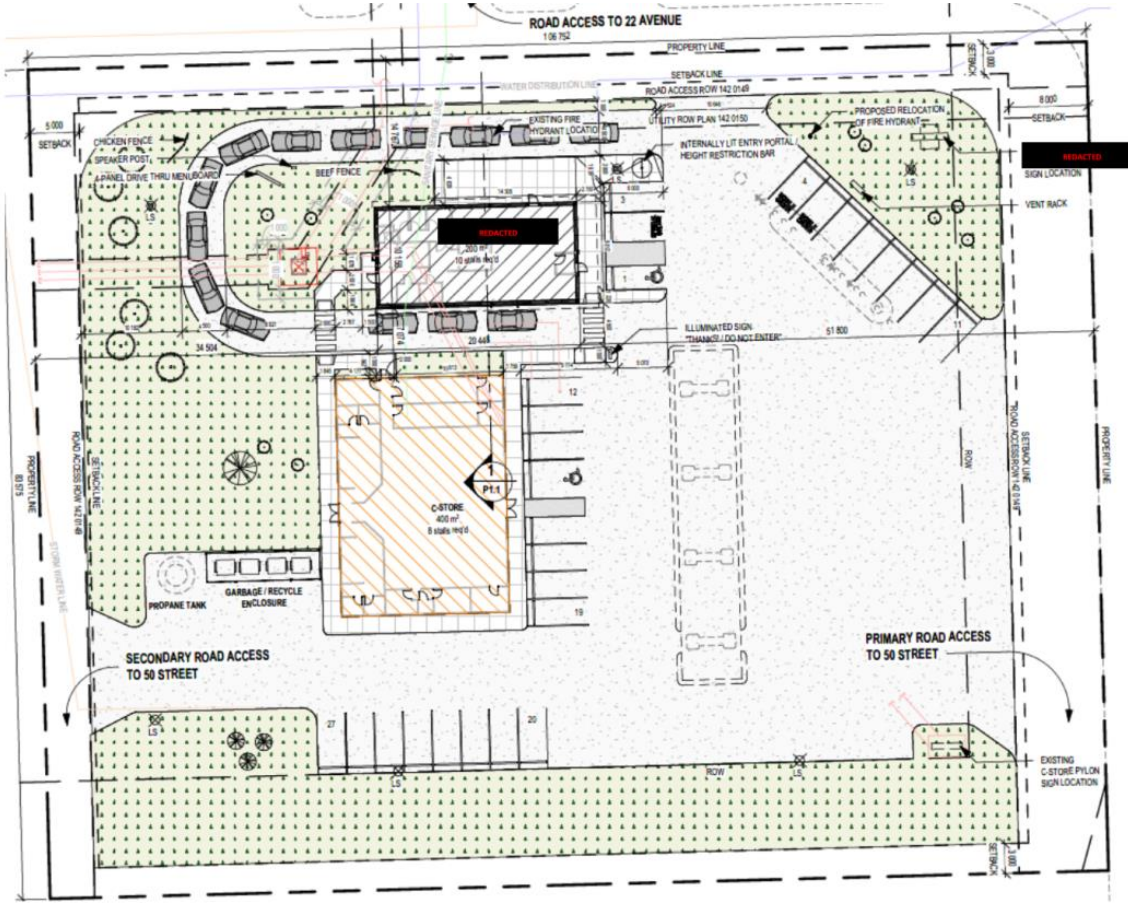
DV23-005

Discretionary Use - Drive-Through for a new Establishment (Eating & Drinking)



DV23-005

Discretionary Use - Drive-Through for a new Establishment (Eating & Drinking)



Page 35 of 38





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

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Robert Osmond, CAO	DEPARTMENT:	Administration
		DIVISION:	Administration
SUBJECT:	Appointment of Deputy Mayor		

PROPOSAL AND BACKGROUND INFORMATION:

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

As per Policy C-03-14, the position of Deputy Mayor for the Town of Drayton Valley is held on a rotating basis for a term of eight months. The order of rotation is based on the number of votes each Councillor received in the election in descending order as follows:

Councillor Tom McGee	October 27, 2021 – June 30, 2022
Councillor Bill Ballas	July 1, 2022 – February 28, 2023
Councillor Amila Gammana	March 1, 2023 – October 31, 2023
Councillor Colin Clarke	November 1, 2023 – June 30, 2024
Councillor Rick Evans	July 1, 2024 – February 28, 2025
Councillor Monika Sherriffs	March 1, 2025 – October 31, 2025

Within Policy C-03-14, Council may choose to change the order of appointments.

FINANCIAL IMPLICATIONS:

Remuneration shall be in accordance with Council Remuneration Policy C-01-00.

LEGAL/RISK IMPLICATIONS:

There are no anticipated legal implications connected with this decision

ORGANIZATIONAL IMPLICATIONS:

In addition to fulfilling the duties of a Councillor as defined within the MGA, the Deputy Mayor shall act in place of the Mayor in the event that the Mayor is unable to do so. Furthermore, the Deputy Mayor may be tasked with additional responsibilities as lined out in Policy C-03-14.

SERVICE LEVELS IMPLICATIONS:

There are no anticipated service level implications connected with this decision.

ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Other Strategic Priorities

STAKEHOLDER AND COMMUNICATION STRATEGY:

The decision will be communicated as needed.

NEXT STEPS:

The Council appointed as Deputy Mayor will fill the role for eight months as determined in the Council resolution.

RECOMMENDATION(S):

- A. That Council approve the appointment of Councillor Amila Gammana as the Deputy Mayor for the period March 1, 2023 to October 31, 2023.

ALTERNATIVES:

That Council appoint _____ as the Deputy mayor for the period March 1, 2023 to October 31, 2023

Robert Osmond, CAO

Approved - 17 Feb 2023



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

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Abid Malik, General Manager of Municipal Services	DEPARTMENT:	Municipal Services
		DIVISION:	Municipal Services
SUBJECT:	New Pool-Omniplex Complex Traffic Control Signage Plan		
ATTACHMENTS:	New Pool-Omniplex Traffic Flow Signs		

PROPOSAL AND BACKGROUND INFORMATION:

With the opening up of Richocet Center (new pool) there is a need to re-establish the traffic control signage in that area for the safety of public.

Traffic flow issues at the corner between the Richocet Center and Omniplex Parking Lot.

- The main traffic right of way (no stop or yield signs) from the north on West Valley Road goes through the Omniplex parking lot, across the front of the Omniplex, then exits on 45 Ave. But once you enter the parking lot it's not obvious if you're on a through road, or in a parking lot. (The green line)
- Traffic often short cuts through the parking at road speeds lot to avoid the speed bumps on the perimeter road on the NE side of the parking lot. (The red line)
- Through traffic on the perimeter road going onto 45 Ave must yield to the traffic turning left in front of them which is counter intuitive.
- The high school parking lot is a hang out place for students with vehicles during and after school. Vehicles are often stunting amongst the parked cars.

Proposal:

- Treat the entire area in front of the Omniplex as a parking lot. Use traffic signs to direct the main flow of traffic to the perimeter road.
- Put a 4-way stop at the north end of the parking lot where West Valley road and the perimeter road meet.
- Remove the yield sign where the perimeter road and 45 Ave meet so the through traffic has the right of way.
- Install a stop sign for traffic leaving the southeast corner of the Omniplex parking lot.
- Place "No Through Traffic" signs at the north and southeast entrances to the parking lot.
- Install concrete barriers between boulevards in the southeast corner of the parking lot to stop the traffic short cutting through the parking lot.

Crosswalks

- The parking lot at the Richocet Centre fills up and people start parking in the northwest corner of the Omniplex parking lot. A cross walk is needed for pedestrians crossing the road to the pool.
- It's expected this summer families will park in the day use area to access both the playground and the pool. A crosswalk is needed from day use area to the pool

RECOMMENDATION(S):

That, Council accept New Pool-Ominplex Complex traffic control signage plan for implementation.

ALTERNATIVES:

That, Council amends the proposed traffic signage plan by changing signs at

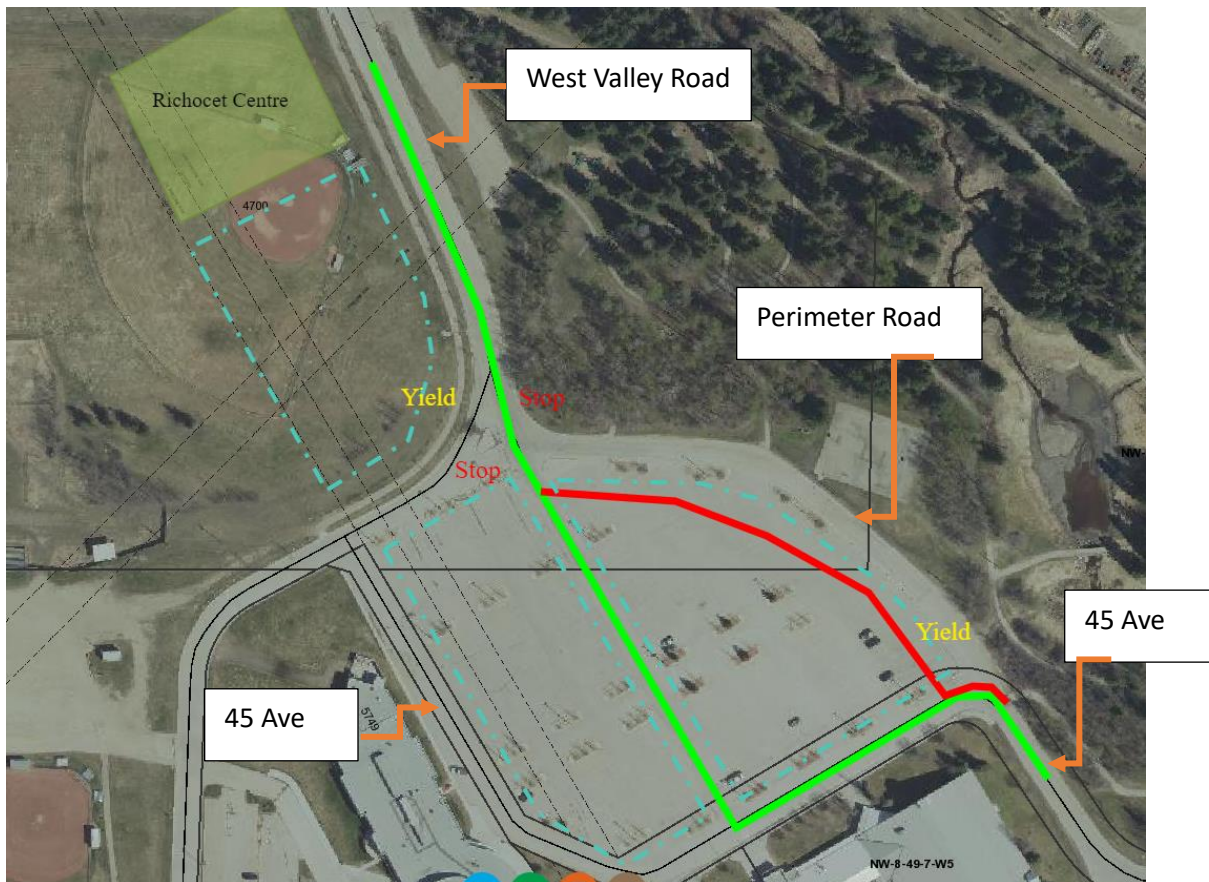
That, Council directs Administration to bring another traffic signage plan

Robert Osmond, CAO

Approved - 17 Feb 2023

Traffic flow issues at the corner between the Richocet Center and Omniplex Parking Lot.

1. The main traffic right of way (no stop or yield signs) from the north on West Valley Road goes through the Omniplex parking lot, across the front of the Omniplex, then exits on 45 Ave. But once you enter the parking lot it's not obvious if you're on a through road, or in a parking lot. (The green line)
2. Traffic often short cuts through the parking at road speeds lot to avoid the speed bumps on the perimeter road on the NE side of the parking lot. (The red line)
3. Through traffic on the perimeter road going onto 45 Ave must yield to the traffic turning left in front of them which is counter intuitive.
4. The high school parking lot is a hang out place for students with vehicles during and after school. Vehicles are often stunting amongst the parked cars.



Proposal:

- Treat the entire area in front of the Omniplex as a parking lot. Use traffic signs to direct the main flow of traffic to the perimeter road.
 - Put a 4-way stop at the north end of the parking lot where West Valley road and the perimeter road meet.

- Remove the yield sign where the perimeter road and 45 Ave meet so the through traffic has the right of way.
- Install a stop sign for traffic leaving the southeast corner of the Omniplex parking lot.
- Place “No Through Traffic” signs at the north and southeast entrances to the parking lot.
- Install concrete barriers between boulevards in the southeast corner of the parking lot to stop the traffic short cutting through the parking lot.
- Crosswalks
 - The parking lot at the Richocet Centre fills up and people start parking in the northwest corner of the Omniplex parking lot. A cross walk is needed for pedestrians crossing the road to the pool.
 - It's expected this summer families will park in the day use area to access both the playground and the pool. A crosswalk is needed from day use area to the pool.





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

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Robert Osmond, CAO	DEPARTMENT:	Administration
		DIVISION:	Administration
SUBJECT:	Drayton Valley & District Historical Society Gazebo Requests		

PROPOSAL AND BACKGROUND INFORMATION:

The Drayton Valley & District Historical Society has approached the Town with a proposal to build a Community Gazebo. The Society has raised over \$30,000 for this project to date and are now preparing an applications for a provincial grant to finish funding the project. To proceed with the grant application the Society requires some support from the Town. The society would like to confirm that the Town is willing to support the project in the following ways:

- Upon completion of the project will the Town take on the ongoing care and maintenance of the Gazebo?
- Will the Town agree to have the Gazebo sited in the Deby lands to be considered as part of the Feature Park proposal recently reviewed by Council?
- Will the Town provide a letter of support for the grant application?

FINANCIAL IMPLICATIONS:

The assumption of the ongoing care and maintenance will have an impact in the parks budget going forward. Any cost to the end of the year would be able to be managed within the approve 2023 operating budget.

LEGAL/RISK IMPLICATIONS:

N/A

ORGANIZATIONAL IMPLICATIONS:

N/A

SERVICE LEVELS IMPLICATIONS:

N/A

ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Community Clean Up, Beautification & Standards

STAKEHOLDER AND COMMUNICATION STRATEGY:

Following Council's decision Administration will update the Drayton Valley & District Historical Society and finalize details as the project moves forward.

RECOMMENDATION(S):

1 - That Council support the Drayton Valley & District Historical Society gazebo project by providing a letter in support of the grant application, approve the siting of the gazebo on the Deby lands as part of the Feature Park concept plan and agree to assume care and maintenance of the gazebo following the completion of the construction.

ALTERNATIVES:

2 - That Council support the Drayton Valley & District Historical Society gazebo project by:

3 - That Council direct Administration to provide the following information regarding the Drayton Valley & District Historical Society gazebo project:

4 - That Council accept the report on the Drayton Valley & District Historical Society gazebo project for information.

Robert Osmond, CAO

Approved - 17 Feb 2023



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

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Abid Malik, General Manager of Municipal Services	DEPARTMENT:	Municipal Services
		DIVISION:	Municipal Services
SUBJECT:	Picnic Table Locations		
ATTACHMENTS:	Picnic Table Locations		

PROPOSAL AND BACKGROUND INFORMATION:

As part of the town beautification project, a budget of \$20,000 was allocated in the 2023 budget for about 10 picnic tables to be installed at various locations in the town. Administration has selected a design of picnic table that fits into the budget, see the picture attached. Also in the attachment are shown the proposed locations of the picnic tables for the Council approval.

FINANCIAL IMPLICATIONS:

\$20,000 is approved in the 2023 budget

ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Community Clean Up, Beautification & Standards

RECOMMENDATION(S):

That, Council approves the proposed locations for the installation of picnic tables in the Town.

ALTERNATIVES:

That, Council proposes alternate locations
That, Council cancel the project

Robert Osmond, CAO

Approved - 17 Feb 2023



Picnic Tables & Locations





Sekura Park/Sunrise pond



Rotary Park/Little Lions



Mackenzie Park/Ivan To Park



WayFinder Location/Sunrise Park





Town of Drayton Valley **AGENDA ITEM REPORT**

Regular Council Meeting

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Jennifer Stone, Intergovernmental Relations and Communications	DEPARTMENT:	Communications
		DIVISION:	Administration
SUBJECT:	Communications Department Report		

PROPOSAL AND BACKGROUND INFORMATION:

Administration

- Weekly Town Page
- Daily Social Media management
- Uploading messages on the electronic sign
- Posting employment opportunities
- Preparing and uploading Council Meeting videos to website
- Alberta Emergency Alert Training
 - Training has been completed - awaiting review from AEA
 - Next steps are to be approved and granted access to the Alert Ready website
 - ongoing site practices are required to keep certification current
- 70th Anniversary Event
 - Working with the team to plan for the upcoming event in June

Corporate Business Plan

- Community Engagement Strategy
 - Community Engagement Platform on Website
 - Two training sessions have been completed
 - Next steps are to continue working with Planning & Development to develop content to populate the platform
 - Citizen Budget Tool
 - Will begin work to create and input data into the data sheets and Google Docs. This work is expected to take several months
- Website Updates
 - New Events Calendar platform is now live!
 - Ongoing work to restructure the recreation pages on the website
- Municipal Facility Branding Application
 - Will be working with the Facility Manager to complete this work

Community Services

- Recreation Survey ended on Feb. 20
 - As of Feb. 15 we had a total of 560 responses
 - Recreation Manager will be reviewing the information

Planning & Development/Growth Services

- Rural Renewal Stream application has been submitted for approval (Jan. 18)
 - Waiting on approval
- Working with web developer to create a brand new website for this project
- Downtown Revitalization survey is open until Feb. 28
 - 191 responses as of Feb. 15

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, Intergovernmental Relations and Communications
Robert Osmond, CAO

Approved - 15 Feb 2023
Approved - 17 Feb 2023



Town of Drayton Valley **AGENDA ITEM REPORT**

Regular Council Meeting

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Ken Woitt, General Manager of Planning & Growth	DEPARTMENT:	Planning
		DIVISION:	Planning & Growth
SUBJECT:	Feb. 22, 2023 Planning & Development Report		
ATTACHMENTS:	FoodCyclerPilot_PressRelease		

PROPOSAL AND BACKGROUND INFORMATION:

Highlights for Planning & Development:

1. The engagement phase of the MDP is off and running. The first Advisory Committee meeting was dedicated to conducting an administrative review of the MDP background research. A "brainstorming" workshop with the Advisory Committee is being planned in March 2023.

2. On-line communications, registration and payment for Year 2 of the Food-Cycler Pilot Project are being readied and we will be promoting the program on Feb. 16, 2023 on all of our communication channels. We ensured that our front end staff knew about the program and had some basic information to answer any questions.

Our press release is attached. Basically we are asking people to follow the link to register for the program and select which size of unit they want and details for online payment will be provided by Food Cycle Science following their registration. Details of when and where to pick up their food cycler will be provided in the coming weeks.

3. Council will decide on a proposed discretionary commercial development permit application for a restaurant in the south business park area along 50th Street at an upcoming Council Meeting.

4. It is expected that the Town's new air photography will be run as soon as the snow melts.

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 receive this report as information.

ALTERNATIVES:

That, Council request more information to be added to the report.

Robert Osmond, CAO

Approved - 17 Feb 2023



5120-52 Street
 P.O. Box 6837
 Drayton Valley, AB T7A 1A1
www.draytonvalley.ca

FOR IMMEDIATE RELEASE

February 16, 2023

Town of Drayton Valley Re-Launches FoodCycler Pilot Project

Drayton Valley, Alberta — The Town of Drayton Valley has once again partnered with Canadian company, Food Cycle Science, to pilot a waste diversion solution that will help to reduce the amount of food waste headed to our local landfill.

In early 2022, the Town secured 100 FoodCycler units which were distributed to residents through a random draw system and allowed residents to divert food waste from their garbage and transform it into a compostable material with the FoodCycler. During this pilot project, 82% of participants reported a noticeable reduction in waste, and 99% of participants stated they will continue using the FoodCycler now that the pilot project is complete. In total, 14.5MT of food waste was diverted from the landfill from the 100 FoodCyclers in the pilot program, the equivalent of approximately 18.9MT of CO₂e.

This year, Town Council has approved a second pilot project which will allow both residents and local businesses to register for a FoodCycler and have the option between a 2.5L unit, or a larger 5.0L unit to test over a 12-week period.

“After a successful pilot project in 2022, we are excited to offer residents and businesses more opportunities to take advantage of sustainable waste solutions,” said Ken Woitt, Growth Services Manager. “Resident feedback from 2022 showed us FoodCyclers would be highly recommended to their friends, and family, and through this program most users were motivated to waste less food.”

FoodCyclers in the second pilot project will be offered to residents and businesses on a first-come, first-serve basis, with the choice between two unit sizes. The 2.5L, FC-30 model will be available at the discounted price of \$150+GST, and the larger, 5.0L Maestro model at a discount of \$300+GST. The larger units can also be packaged into groups of 3 or 5 for commercial use. Participants are required to track how often they run the FoodCycler in a 12-week period and complete a short survey at the end of the pilot project.

Registration is now open for this year’s pilot program! Visit <http://bit.ly/FCDraytonValley> to register, you will also be able to select your unit size. Payment and pickup details will be provided via email following your registration.

For more information

Town of Drayton Valley: <https://draytonvalley.ca>

Food Cycle Science: <https://www.foodcycler.com/municipal>

Food Cycle Science Corporation is a Canadian company founded in 2011. They are also semi-finalists in the Government of Canada’s Food Waste Reduction Challenge run by Impact Canada and Agriculture and Agri-Food Canada for their project titled: “Residential On-Site Food Waste Diversion for Northern, Rural, and Remote Communities.”

Contact

Ken Woitt
Growth Services Manager
Town of Drayton Valley
(718) 514 - 2200
kwoitt@draytonvalley.ca



Town of Drayton Valley **AGENDA ITEM REPORT**

Regular Council Meeting

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Abid Malik, General Manager of Municipal Services	DEPARTMENT:	Municipal Services
		DIVISION:	Municipal Services
SUBJECT:	Municipal Services Department Report		

PROPOSAL AND BACKGROUND INFORMATION:

Public Works

- 1) Ice removal is being performed in many locations throughout Town. This includes approaches, sidewalks and the trails network.
- 2) Crews have been working on Cemetery and cremation burials.
- 3) Crews have been inspecting signage throughout Town. Any faded or damaged signs are being replaced.
- 4) Facility clean up is underway this includes equipment, shop, and fleet cleaning.
- 5) Removal of snow piles is underway in our parking lots and around day-use park area.
- 6) Utility locates are ongoing for excavation work being performed around Town.
- 7) Crews are working on catch basin inspections, doing this will ensure proper drainage throughout town. Debris and ice blockages are being removed when found.

Parks

- 1) Picnic tables have been picked out for the beautification project.
- 2) Flooding of downtown ice surface is being performed in the mornings when temperatures are cooler. This is in effort to keep some ice available for skating. It can become challenging to maintain the ice surfaces with warming weather.
- 3) 3 of the parks crew will be attending pesticide training on Feb 21-24,2023

4) Staff has been working on equipment RFQ's to get all equipment purchases complete in hopes to offset supply and demand chain issues.

5) First aid training was performed for staff.

Utilities

Water Treatment and Distribution

1) Operators have performed quarterly greasing of all motors throughout the water treatment plant and Reservoir #2.

2) Operators have performed quarterly valve inspections. This included operating all hand valve and pneumatic valve throughout the entire water plant, operators note any deficiencies when performing this task.

3) Operators have performed monthly generator and fire pump runs at Reservoir #2, water treatment plant and Raw water pump station.

4) 2022 Annual report for water treatment plant has been submitted to Alberta Environment on Feb 15,2023.

Wastewater Treatment and Collection:

1) Operators performed quarterly greasing on all motors at wastewater treatment facility.

2) Operators performed monthly generator run at UV building.

3) Environment Canada was onsite for an inspection on February 13,2023. Inspection went very well no issues were raised after inspection.

4) 2022 Annual report for Wastewater has been submitted to AEP on February 15,2023

Landfill (Waste Management Facility)

1) Ongoing regular operations and maintenance.

2) Preparing tender package for new cell construction is almost complete.

50Ave Paving Project

1) Utilities staff located all sanitary sewer manholes, sanitary storm manholes, catch basins, and main valves along 50 Ave to prepare for surveying.

2) Surveying was performed on Tuesday February 7,2023 and Thursday 9,2023.

3) CCTV footage of sanitary sewer and storm sewer lines was shared with consultants for condition review.

4) Borehole testing to find out the current condition of the road structure and underlying soil.

5) As per the consultant's submitted schedule the preliminary design report including 60% drawings and Class B cost estimate will be submitted to the Town on February 28,2023.

RECOMMENDATION(S):

1- That, Council accepts the report as information.

ALTERNATIVES:

That, Council rejects the report

Robert Osmond, CAO

Approved - 17 Feb 2023



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

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Derek Starnes, Recreation and Omniplex Manager	DEPARTMENT:	Community Services
		DIVISION:	Community & Recreation
SUBJECT:	Community & Recreation Services Department - Council Report		
ATTACHMENTS:	4 Feb. 22, 2023 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

Derek Starnes, Recreation and
Omniplex Manager
Robert Osmond, CAO

Approved - 16 Feb 2023

Approved - 17 Feb 2023

Department Report



Department: Community and Recreation Services Department

General Manager: Derek Starnes, Recreation Manager

Date of Regular Council Meeting: February 22, 2023

INFORMATION PRESENTED:

1. Early Childhood Development Centre
 - Vermilion Energy is sponsoring the ECDC nutrition program this year. Staff were thrilled to receive a \$20,000 donation. Vermilion Energy is a longtime supporter of the program.

2. Drayton Valley and District FCSS
 - FCSS will be hosting presentations with the Canada Revenue Agency on March 8th at the following times and locations:
 - 10:30am Warming Hearts Centre
 - 1:00pm Wishing Well
 - The following topics will be discussed at each session:
 - Benefits and Credits
 - Disability Tax Credit
 - GST Credit
 - Basic Information on Income Tax
 - Community Volunteer Income Tax Program (CVITP)
 - Fraud, Scams and how to recognize them.
 - FCSS has partnered with AIM for Success for our annual Disconnect to Connect Event again this year. Families are encouraged to disconnect from electronics during Family Day and log their hours with their children's school for a chance to win classroom prizes!
 - The Snow Angels Program continues to provide volunteer snow removal assistance to seniors in our community, so far this winter we have provided assistance 28 times.

3. Omniplex/MacKenzie Conference Centre/Total Works Fitness
 - Nothing to report at this time.

4. Ricochet Oil Corp. Aquatic Centre
 - Has completed the first week of being open to the public.
 - The Facility has been very busy during public swim times with approximately 150 to 200 people in attendance each swim.
 - Since the pool opening staff have been working to dial in operations and mechanics of the Pool. The staff are adjusting setpoints/valves now that there are users in the pool.
 - The Staff are brainstorming ideas for new Planning Programs, Scheduling and Space for Users.
 - Staff are learning about the facility and beginning to feel more confident with the new facility.

- Park Valley Pool was officially shut down on February 11th - 38 years after its opening in 1985.

5. Community Services

- We are still taking registrations for the Making Financial Cents Program which starts March 13th, however space is limited, and we are $\frac{3}{4}$ of the way full. Call Ashley at (780)202-0265 to register soon.
- We are actively recruiting youth ages 14 – 24 to participate in the March 7th community discussion about how to support and retain youth in our community. Our goal is that youth attending this event will be engaged and apply for the Youth Advisory Council at the end of the evening

Some topics that will be discussed are:

- Mental Health/Health/Access to Services
- Education
- Jobs/Economy/Diversification/Sustainability
- Community Services/Recreation
- Housing Options for All
-

6. Recreation

- The Triathlon Committee has begun its planning for the 2023 Triathlon.
- The Recreation Survey deadline is going to take place on February 20th. There has been over 600 responses received as of February 10th.

7. Facility

- Installing a new Boiler at the Childcare Centre.
- Adding Security Monitoring at Urbanata Apartments.
- Deficiencies at Ricochet Oil Corp. Aquatic Centre.
- Installing Door Access System at the Omniplex.
- Mud Jacking the Northwest Corner of the Public Works Office.
- Getting Exterior Paint Quote for Major Facilities.



Town of Drayton Valley AGENDA ITEM REPORT

Regular Council Meeting

MEETING:	Regular Council - February 22, 2023		
PRESENTED BY:	Elvera Thomson, General Manager of Finance	DEPARTMENT:	Corporate Services
		DIVISION:	Corporate Services
SUBJECT:	Corporate Services Department Report		

PROPOSAL AND BACKGROUND INFORMATION:

Following are the projects that Corporate Services is currently working on:

- IT
 - Research on cameras and servers for the 2023 Cameras Project
 - Working with Telus to get internet upgraded and subsequently the new telephones will be phased in
- Finance
 - Signing rate payers up for tax e-billing
 - Year end preparation
 - Variance Analysis
- Records
 - Updating records for all current policies, bylaws, procedures
 - Organizing physical records in a safe and logical manner

ALIGNMENT WITH LEGISLATION AND TOWN PLANS:

Other Strategic Priorities

RECOMMENDATION(S):

1. That Council accept this report for information.

ALTERNATIVES:

1. That Council accept this report for information.
2. That Council accept this report for information and direct administration to _____.

Elvera Thomson, General Manager of Finance	Approved - 17 Feb 2023
Robert Osmond, CAO	Approved - 17 Feb 2023