



Meeting Minutes

THOSE PRESENT:

Deputy Mayor Nadeau
Councillor Long
Councillor Shular
Councillor Wheeler
Councillor Bossert
Manny Deol, Town Manager
Nesen Naidoo, Assistant Town Manager
Annette Driessen, Director of Community Services
Chandra Dyck, Development & Planning Officer and Legislative Services Coordinator
Sonya Wrigglesworth, Engineering Technologist
David LeDrew, Director of Operations
Jennifer Stone, Executive Assistant
Sabine Larcher, Administrative Assistant
Jason Thompson, Audio Visual
Courtney Whalen, Drayton Valley Western Review
Reinisa McLeod, Big West Radio
Members of the Public

ABSENT:

Mayor McLean
Councillor McClure

CALL TO ORDER

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

Deputy Mayor Nadeau asked for a motion to transfer the Acting Deputy Mayor role.

RESOLUTION #061/14

Councillor Wheeler moved to transfer the Acting Deputy Mayor role to Councillor Graham Long.

CARRIED UNANIMOUSLY

INVOCATION

Pastor Steve Brummett of the Emmaus Lutheran Church performed the invocation.

1.0 Additions to or Deletions from the Agenda

The following item was deleted from the April 2, 2014 Regular Meeting of Council agenda:

6.2. ISL Engineering – Sonya Wrigglesworth

2 packages of information were submitted regarding Public Hearings on today's agenda.

2.0 Adoption of Agenda

RESOLUTION #062/14

Councillor Bossert moved to adopt the Agenda of the April 2, 2014, Regular Meeting of Council as amended.

CARRIED UNANIMOUSLY

3.0 Corrections or Amendments:

3.1. March 12, 2014, Regular Meeting of Council Minutes

No corrections or amendments were made to the March 12, 2014, Regular Meeting of Council Minutes.

3.2. March 18, 2014, Special Meeting of Council Minutes

No corrections or amendments were made to the March 18, 2014, Special Meeting of Council Minutes.

4.0 Adoption of:

4.1. March 12, 2014, Regular Meeting of Council Minutes

4.2. March 18, 2014, Special Meeting of Council Minutes

RESOLUTION #063/14

Councillor Shular moved to adopt the March 12, 2014, Regular Meeting of Council Minutes and the March 18, 2014, Special Meeting of Council Minutes as presented.

CARRIED UNANIMOUSLY

5.0 Public Hearings

5.1. Bylaw 2013/19/D – Amendment of the Aspenview Area Structure Plan

A separate set of minutes were recorded for this item.

5.2. Bylaw 2013/20/D – Aspenview Rezoning Bylaw

A separate set of minutes were recorded for this item.

5.3. Bylaw 2014/02/D – Meraw Ph3 Rezoning Bylaw

A separate set of minutes were recorded for this item.

6.0 Delegations

6.1. Climate Change and Emissions Management Corporation Fund – Brad Belke

Mrs. Brandy Fredrickson of the Aquatic Facility Development Committee introduced Mr. Belke. Mr. Belke presented Council with the slideshow “Aquatic Facility Entering Funding Phase” and explained the three funding sources (sustainability, greenhouse gas emissions, CCEMC). He mentioned that the Pathways to

Sustainability conference will take place in Drayton Valley in 2015. He explained the work of the organization LEED Canada. Mr. Belke explained further the organizations CCEMF and CCEMC. He referred to the information sheet included in the Council agenda package. He pointed out the success of CCEMC. Mr. Belke emphasized the potential of opportunities from these resources for the aquatic centre technology. Mr. Belke explained the next steps of his research and that feasibility studies will be necessary.

Councillor Bossert thanked Mr. Belke for the presentation and asked for a timeline and costs for the feasibility study. Mr. Belke explained they are working on it right now. Councillor Shular suggested talking with Administration to see what has already been done as Town has been working with CCEMC for some time.

6.3. EPBR Interpretive Signage Project Opening Ceremony – Robyn Anderson

Ms. Anderson explained that EPBR worked cooperatively with a group of grad 4 Evergreen Elementary School students for this project and that it was supported by Communities in Bloom. She presented Council with a slideshow and explained the origin of the project idea. Examples of some of the students' interpretive signs were included. Ms. Anderson mentioned the advantage of these signs for students. She explained the process of developing the interpretive signs and as the research stage is completed the signs will be sent to Alberta Parks for approval. The opening ceremony will be hosted on June 17. Ms. Anderson invited everyone to come and celebrate the students' hard work.

Councillor Nadeau commented on the good project and congratulated EPBR and the school students. Councillor Long congratulated on the great project.

Acting Deputy Mayor Long called for a break at 09:50 a.m.

Acting Deputy Mayor Long reconvened the meeting at 10:11 a.m.

7. Decision Items

7.1. Landscape Management Plan

Councillor Bossert explained that in August 2011 a Landscape Management Plan was prepared by Keith Ebbs of Ebbs Forestry Corp. Administration has reviewed the Plan and made some amendments to broaden the concepts. This will provide the Public Works Department the ability to work within the guidelines of the plan while establishing best practices. Comments of the Assistant Public Works Manager and Parks Lead Hand have been incorporated into the attached plan.

Maintenance of Town parks, green spaces, and forested areas are perpetual operations for the Town's Public Works Department. The adoption of the LMP will allow Administration to share our requirements with developers and landowners who are establishing parks, ponds, and reserve lands.

Councillor Nadeau and Acting Deputy Mayor Long welcomed the LMP. Councillor Shular agreed with Councillor Nadeau and asked Administration if a timeline can be provided for the recommendations as well as budget implications. Ms. Wrigglesworth explained that timelines will be part of the planning process when the LMP goes ahead; the costs are already planned into the budget. Ms. Dyck explained that developers will be made aware of the guidelines as soon as the LMP is approved. Councillor Shular hopes that the dandelion control is taken in account.

RESOLUTION #066/14

Councillor Bossert moved that Council adopt the attached Landscape Management Plan.

CARRIED UNANIMOUSLY

7.2. Development Permit No. DV14-021: Associated Ambulance

Councillor Wheeler explained that Administration had received an application for the development of an Emergency Services Operations Building, with dormitory-style rooms for staff rotation, at 5608-58 Street. The development of staff accommodation is not contained within the General Commercial District, and the closest permitted use is a "dwelling unit" as defined within the Land Use Bylaw. The proposed Emergency Services Operations is a permitted use, however, the staffing accommodation within the commercial building does not fit within the typical understanding of a dwelling unit, and it is neither a permitted nor a discretionary use and therefore requires Council approval.

Referrals were sent to adjacent landowners within a 100 m radius, as well as to our local fire department and building inspector. Only one letter in response to the referral was received expressing concerns that the proposed development will be similar to a 'hotel'. The applicant explained that the proposed accommodations are for employees on shift for emergency services only. Planning and Development recommended including a condition that the Town register a Restrictive Covenant in the potential approval to address this issue. The Building Inspector and Fire Department have no concerns with this type of development.

Councillor Shular explained that this staffing accommodation can be approved as it is for staff on shift for emergency services. Councillor Bossert mentioned that a similar application in regards to a boarding facility was defeated previously. She pointed out the difference between the boarding facility which was planned to be rented out and the staffing accommodation for emergency services.

RESOLUTION #067/14

Councillor Wheeler moved that Council approve Development Permit DV14-021, with the standard commercial development conditions as well as the specific conditions listed.

CARRIED UNANIMOUSLY

7.3. Animal Control Bylaw 2014/01/A, presented for 1st Reading

Councillor Shular explained that Administration had been tasked with updating the Animal Control Bylaw as those presently in place do not reflect the practices that the Town wishes to incorporate for animal care and control within the Town.

The fees for licensing animals are currently contained within the individual Bylaws. Administration proposed that these fees be removed from the Bylaw and included within the Town's Fee Schedule to review on an annual basis.

To improve the animal control services and to give the Town a more commanding role, the contractor will be required to provide detailed reports regarding their activities while on duty and the animals that they apprehend.

Local animal rescue groups have successfully emerged and effort should be made to complement their mandate. The Peace Officer/Animal Control Officer will be mandated to report any captured animal to a number of sources with a view to returning animals to their homes in a timely fashion.

Administration believes that the proposed Animal Control Bylaw 2014/01/D establishes a set of best practices and creates a standard we wish to see in Drayton Valley.

Councillor Wheeler mentioned that this bylaw was a good step for animal care. Councillor Shular pointed out that the bylaw refers to fines which do not show up in the bylaw. Ms. Dyck explained that this must be an oversight and will be added.

RESOLUTION #068/14

Councillor Wheeler moved that Council table the motion until the fines are added to Bylaw 2014/01/A.

CARRIED UNANIMOUSLY

RESOLUTION #077/14

Councillor Shular moved to reopen decision item 7.3. Animal Control Bylaw 2014/01/A and moved that Council give first reading to Bylaw 2014/01/A.

CARRIED UNANIMOUSLY

7.4. Area Structure Plan Amending Bylaw 2013/19/D, presented for 2nd and 3rd Readings, Amendment to Aspenview Area Structure Plan

Councillor Wheeler explained that Administration had received an application for the amendment of the Aspenview Area Structure Plan. The owner of the lands had requested that the amendment reflect their proposed plans to develop a higher density residential component and to allow for smaller lots to be created.

The developer will be required to dedicate a drainage right-of-way and utility right-of-way as well as to handle the flow of storm water from the lots to the north. The developer has proposed that the ASP be amended and that rezoning be granted. This would enable the developer to create a higher density of residential

development. The developer is also proposing to create an 8 metre wide lane along the north of this parcel to allow access to these lots from the north rather than directly from 43 Avenue.

First reading was given on December 11, 2013 and was followed by an Open House. Comments varied between some who were strongly opposed to the rezoning and some that did not raise an objection.

A public hearing was held earlier this morning pursuant to being advertised in the Western Review as well as being circulated to adjacent landowners.

Councillor Bossert asked why the lots should be rezoned DC. Ms. Dyck explained that proposed lots did not meet the lot size requirements of any land use designations of Town. Councillor Bossert asked Ms. Dyck about a set of row houses close to the hospital and if these were planned as DC. Ms. Dyck said that these were originally a different zoning. Councillor Shular pointed out that he is not in favor of DC, however, it is necessary to consider the lot sizes.

Councillor Nadeau mentioned the need of affordable housing and therefore the need to approve this application. Acting Deputy Mayor Long asked if there had been an application previously. Ms. Dyck explained that there was an application about rezoning in the entire undeveloped area of Aspenview (which included some commercially-zoned areas) last year but it was defeated.

RESOLUTION #069/14

Councillor Wheeler moved Council give second reading to Bylaw 2013/19/D.

CARRIED UNANIMOUSLY

Councillor Bossert said that the application should be approved because the high density of this rezoning will bring entry level homes that are needed. She suggested sound barriers for the landowners directly adjacent to it.

RESOLUTION #070/14

Councillor Wheeler moved Council give third and final reading to Bylaw 2013/19/D.

CARRIED UNANIMOUSLY

7.5. Aspenview Rezoning Bylaw 2013/20/D, presented for 2nd and 3rd Readings

Councillor Bossert explained that the Town had received an application to rezone a portion of the lands within Aspenview from R-1A to DC. The reasons of the landowner for this rezoning were stated in the previous application to amend the Area Structure Plan.

The developer is aware that the rezoning of the lands would require each application for development to receive approval from Council. The lot depths would be reduced and therefore not comply with any of the Town's land use districts. The developer is prepared to make proposals for development.

First reading was given at the December 11, 2013 regular meeting of Council, after which the developer hosted an Open House. Comments varied between some who were strongly opposed to the rezoning and some that did not raise an objection.

A public hearing was held earlier this morning pursuant to being advertised in the Western Review as well as being circulated to adjacent landowners.

Councillor Wheeler asked about parking space. Ms. Dyck answered that parking along the road may not be allowed as this will likely be a high-traffic area but this would be a determination for the Engineering Department.

RESOLUTION #071/14

Councillor Bossert moved that Council give second reading to the proposed Bylaw 2013/20/D.

CARRIED UNANIMOUSLY

RESOLUTION #072/14

Councillor Bossert moved that Council give third and final reading to the proposed Bylaw 2013/20/D.

CARRIED UNANIMOUSLY

7.6. Development Permit No. DV14-031: First Avenue Properties

Councillor Wheeler explained that based on the decision made earlier by Council regarding the zoning, the proposed development should follow the same decision.

Administration had received an application for the development of six, four unit row houses, totaling twenty-four units along 43rd Avenue. A 3 metre front yard setback is requested to be able to accommodate the required number of parking stalls per unit as well as creating an 8 metre wide lane. A lane will have to be created allowing one access from Beckett Road as well as one access from 43rd Avenue.

The developers held an Open House on March 5, 2014. Administration advised adjacent landowners of the proposed development. A Public Hearing was held earlier this morning.

RESOLUTION #073/14

Councillor Wheeler moved that Council approve Development Permit DV14-031, with the standard residential development conditions as well as the specific conditions listed.

CARRIED UNANIMOUSLY

7.7. Meraw Rezoning Bylaw 2014/02/D, presented for 2nd and 3rd Readings

Councillor Shular explained that the Town had received an application to rezone a portion of the parcel of land legally described as Lot 5, Block 301, Plan 052 6303. This would change the land use from R1A to R1B and would allow the landowner

to develop single family residential lots with widths between 10 and 11 metres and depths of 33.5 metres.

First reading was given at the February 19, 2014 regular meeting of Council, after which the developer hosted an Open House. Comments were generally in opposition to the proposed rezoning.

A public hearing was held earlier this morning pursuant to being advertised in the Western Review as well as being circulated to adjacent landowners.

Councillor Shular said that this came up again in the same form as in 2012 when Council turned it down due to the opposition and due to the change of the proposed ASP without sitting together with the residents. He mentioned the offered compromise of the developer. He explained he is not in favor of Direct Control but would like to see the developer work with the residents prior to bringing future rezoning plans forward.

Councillor Bossert explained that she is in favor of housing initiatives to provide homes for more families. However, this rezoning would not be a perfect solution for densification. Councillor Shular advised that the developers come up with a compromise that is agreeable to the residents in the neighborhood as it is important to create sustainable neighborhoods. Acting Deputy Mayor Long pointed out the decision of the previous Council.

RESOLUTION #064/14

Councillor Shular moved that Council give second reading to Bylaw 2014/02/D.

DEFEATED UNANIMOUSLY

**OPPOSED: COUNCILLORS LONG, NADEAU,
SHULAR, WHEELER, BOSSERT**

- 7.8. Subdivision Application DV/14/01, Meraw Estates Phase 3 within SE 9-49-7-W5M
Councillor Shular explained that Administration had received a report from West Central Planning Agency regarding an application for Meraw Estates Phase 3 to create 16 new lots. 4 of the lots will be classified as R1A and the remaining 12 as R1B. The subdivision application also contains a narrow strip of land that will be designated as a public utility lot (PUL). The PUL strip will cross the future extension of Meraw Boulevard.

WCPA conducted a site visit to observe the condition of the land, its proximity to other land uses, and the degree to which it conformed to the approved Meraw Acres ASP. The site visit concluded that the area was in conformity with all approved statutory documents pertaining to the site.

The subdivision proposal was circulated as part of the approval process. No major concerns or objections arose from the referral. The draft approval letter contains standard conditions to ensure the developer consult with utility companies.

The land subject to subdivision has no deferred reserves caveat on Land titles and therefore is exempt from a MR Lot dedication. WCPA supports this subdivision application contingent on completing the condition set out.

Based on the decision made earlier by Council, the subdivision of these lands should be in keeping with the land use zoning as approved.

Councillor Bossert encouraged the developers to follow the original plan as the area is not appropriate for densification. She hopes that this application does not come forward again until a consensus with the neighborhood is achieved as it disturbs the neighborhood without bringing any different result.

RESOLUTION #065/14

Councillor Shular moved that Council defeat subdivision application DV/14/01 with conditions.

CARRIED UNANIMOUSLY

7.9. CUPE Agreement Wage Increase

Councillor Bossert explained that at the regular meeting of Council on March 12, 2014 the Memorandum of Agreement agreed between the CUPE Bargaining Unit and the Town of Drayton Valley was ratified by resolution of the Council.

A condition of the Memorandum of Agreement was a 3% cost of living wage increase. The financial impact (an increase of \$216,565 in wages for 2014) was inclusive of Union and Non-Union staff.

Councillor Wheeler asked if all staff receives the 3% increase. Mr. Naidoo confirmed this.

RESOLUTION #074/14

Councillor Bossert moved that Council approve the cost of living adjustment of 3% for 2014 to be effective for all union and non-union staff.

CARRIED UNANIMOUSLY

7.10. Joint Housing Committee Mandate

Councillor Wheeler explained that the Town of Drayton Valley and Brazeau County collaborated on the development of a Housing Condition Index Study that provided a quantitative review of the housing issues within the region and outlined numerous recommendations to address the housing issues. The mechanism to review, plan, and implement the desired recommendations can be optimally accomplished through a Housing Authority.

As the current mandate of the Joint Committee concluded with the adoption by Councils of the Housing Condition Index Study, a new mandate for any continued work by a Joint Committee is required. At the Joint Council meeting held on March 13, 2014, it was recommended that a new mandate be developed with a focus on addressing the formation of a Regional Housing Authority. Administration has

prepared the new mandate and is presenting the terms of reference to each respective Council for approval.

Councillor Wheeler read out the mandate: "The mandate of the ad-hoc Joint Housing Committee is to work with the appointed representatives from the Town of Drayton Valley, Brazeau County, and the Village of Breton to address the formation of a Regional Housing Authority."

Councillor Bossert said that she was pleased to see this mandate, as it supports the work of the Joint Housing Committee and thanked Administration for the development of the mandate. Acting Deputy Mayor Long asked if this was also read at the County Council Ms. Driessen indicated that it was to be presented to them the previous day.

RESOLUTION #075/14

Councillor Wheeler moved that Council approve the new mandate for the Joint Housing Committee.

CARRIED UNANIMOUSLY

7.11. Municipal Census

Councillor Shular explained that Municipalities are afforded the opportunity through the *Municipal Government Act* and the *Determination of Population Regulation* to have a municipal census. The purpose of the Municipal Census 2014 is for the Town to update its population data in the Municipal Affairs Population list. Grants and other funding from government sources are based upon population figures. Administration had recommended that a census take place in 2014 and funds have been allocated in the budget accordingly. Administration also proposed that the census take place in May of 2014.

Councillor Bossert asked if Administration has any strategies to include shadow population in the census. Mr. LeDrew explained that they have a strategy and will apply to the Provincial Government to include the shadow population as the requirements are met.

Acting Deputy Mayor Long mentioned that the costs need to be considered. Mr. LeDrew explained that it is planned that we should conduct the census electronically in conjunction with the traditional method of sending out enumerators. The cost will remain under \$20,000 and money was set aside in the budget. Mr. LeDrew explained some more key benefits of the census, especially of the electronic version. A notice of the census will be sent out and residents can access computers in the library if they are not able to do so from home. Mr. LeDrew said that the results have to be submitted to the Government by June 30. Mr. LeDrew pointed out that the questions should only be standard census population questions and not include any other Council questions.

Councillor Nadeau proposed a friendly amendment to change the date to May and June 2014. This was agreed by Councillor Shular and accepted by all.

RESOLUTION #076/14

Councillor Shular moved that Council direct Administration to have a municipal census conducted in May and June 2014.

CARRIED UNANIMOUSLY

8. Information Items

8.1. Drayton Valley Municipal Library Board Minutes February 2014

8.2. STAR Catholic Board Highlights March 2014

RESOLUTION #078/14

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

CARRIED UNANIMOUSLY

9. Department Reports

9.1. Development & Planning

Ms. Dyck had nothing to report.

9.2. Engineering & Transportation

Ms. Wrigglesworth informed Council that the tender for Beckett Road extension will end tomorrow. 50th Street overlay, curb and gutter work will begin in Mid-May/early June. The overlay will be from 52nd Ave to 46th Ave. There is work planned for 50th Street south including a 3 lane overlay for 2014. A presentation will be given soon defining the expected work over the next 10 years. Public Works will start road repairs as soon as the snow is gone. As weather permits, potholes are being repaired.

Acting Deputy Mayor Long congratulated Ms. Wrigglesworth to her new position as Director of Engineering.

9.3. Community Services, FCSS & Sustainability

Ms. Driessen explained that the reception for the Community Investment Plan will be hosted on April 29 and invited all community members and partners to attend. She mentioned that the Sustainability Plan will be reviewed next week to lay out the process for further editing. Ms. Driessen is working on conceptual drawings and cost analysis for a Housing Design which will be presented to Council in the next months. She passed around the second edition of the community guide. Ms. Driessen mentioned that she is working with County on terms of reference for affordable housing.

9.4. Information Services & Economic Development & Protective Services

Mr. Naidoo pointed out that everyone should have received the library report and mentioned that Ms. Sacuta will be available to answer questions at a future meeting. He mentioned that the boxing gym renovations are completed and that the gym is open again. The curling club recovered most of the rocks. Other parts

of the building are assessed at the moment in regards to insurance claims and an answer should be received shortly.

9.5. Administration

Mr. Deol mentioned that he had a meeting with NorQuest College about the CETC to discuss its education program which will focus on sustainable and industry supportive training.

10. Council Reports

10.1. Councillor Long

Community Foundation meeting
Library Board meeting
FCSS meeting

10.2. Councillor Shular

March 12 Meeting with Rob Merrifield
March 13 Joint Council Meeting
March 14-16 Council Retreat
March 18 Special Council Meeting
March 18 Meeting with Doug Mailey
March 19 Brazeau Seniors Foundation Meeting
March 20/21 Assessment Review Board refresher training
March 24 G&P
March 26 Pembina Area Synergy Meeting on behalf of Mayor McLean
Congratulated Sonya Wrigglesworth to her promotion

10.3. Councillor McClure

Was not present to give a report

10.4. Councillor Wheeler

March 12 Meeting and dinner with MP Rob Merrifield mp dinner
March 14-16 Council Retreat

10.5. Councillor Bossert

March 12 Meeting with Rob Merrifield
March 13 Joint Council Meeting
March 14-16 Council Retreat
March 18 Special Council Meeting
March 18 Meeting with Doug Mailey
March 20/21 Assessment Review Board refresher training
March 24 G&P
March 30 Making Financial Cents workshop
Commented on the Shout Out for random kindness acts

10.6. Councillor Nadeau

Communities in Bloom Committee meeting
EPAC meeting

- 10.7. Mayor McLean
Was not present to give a report

11. Adjournment

RESOLUTION #079/14

Councillor Bossert moved that Council adjourn the April 2, 2014, Regular Meeting of Council at 11:35 a.m.

CARRIED UNANIMOUSLY

MAYOR

CHIEF ADMINISTRATIVE OFFICER