Town of Drayton Valley
Regular Council Meeting

Wednesday, January 28, 2015
9 am Council Chambers

Agenda

Call to Order

National Anthem

1.0 Additions to the Agenda

2.0 Adoption of Agenda

3.0 Corrections or Amendments:

3.1. January 7, 2015 Regular Meeting of Council Minutes 3-10

4.0 Adoption of:

4.1. January 7, 2015 Regular Meeting of Council Minutes

5.0 Public Hearing

5.1. Rezoning Bylaw 2014/22/D 11-12
5.2. Bylaw 2014/11/D – Road Closure 13

6.0 Delegations

6.1. S/Sgt. Callihoo – December RCMP Report 187-188
6.2. Yellowstone to Yukon Conservation Initiative – Sarah Cox, Senior Conservation Program Manager 14
6.3. EIDOS – Public Spaces Design Presentation 15

7.0 Public Time

8.0 Decision Items Pages 16-173

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8.2.	Councillor Long	Rezoning Bylaw 2014/22/D, 2251-50 Street, Presented for Second and Third Reading	25-29
8.3.	Councillor Shular	Subdivision Application DV/14/11, 5200-38 Street	30-35
8.4.	Councillor Bossert	Regional Communications Protocol	36-44
8.5.	Councillor Long	Economic Development and Tourism Workshop Follow-Up Action List	45-46
8.6.	Councillor Shular	Council Policy Updates	47-88
8.7.	Councillor Bossert	2015-2019 Community Sustainability Plan	89-138
8.8.	Councillor Long	2015-2019 Social Development Plan	139-167
8.9.	Councillor Shular	Memorandum of Understanding between Easwara Origins Corp. and BIO-ARCC Drayton Valley Ltd	168-173

9.0 Information Items — Pages 174-192

9.1.	Brazeau Seniors Foundation Board of Directors – October 2014 Minutes	175-181
9.2.	Drayton Valley Municipal Library Board Minutes – September/October 2014	182-186
9.3.	RCMP Report – December 2014	187-188
9.4.	Drayton Valley Brazeau County Fire Services Stats – December 2014	189-190
9.5.	Waste Management Committee – November 2014 Minutes	191-192

10.0 Department Reports

10.1.	Planning & Development	Jenn Martin
10.2.	Engineering & Transportation	Sonya Wrigglesworth
10.3.	Community Services, FCSS & Sustainability	Annette Driessen
10.4.	Protective Services	Tom Thomson
10.5.	Communications	Jill Buehler
10.6.	Information Services	Nesen Naidoo
10.7.	Administration	Manny Deol

11.0 Council Reports

11.1.	Councillor Nadeau
11.2.	Councillor Long
11.3.	Councillor Shular
11.4.	Councillor Wheeler
11.5.	Councillor Bossert
11.6.	Mayor McLean

12.0 Adjournment

Meeting Minutes

THOSE PRESENT:
Mayor McLean
Deputy Mayor Long
Councillor Nadeau
Councillor Bossert
Councillor Wheeler
Manny Deol, Town Manager
Nesen Naidoo, Assistant Town Manager
Annette Driessen, Director of Community Services
Jenn Martin, Planning & Development Officer
Chandra Dyck, Legislative Services Coordinator
Sonya Wrigglesworth, Director of Engineering
Tracy Johnson, Assistant Director of Corporate Services
Rita Bijeau, Executive Assistant
Dan Aronyk, Audio/Video
Tom Thomson, Fire Chief
Lesley Allen, Drayton Valley Western Review
Tyler Russell, CIBW Radio
Members of the Public

ABSENT:
Councillor Shular

CALL TO ORDER

Mayor McLean called the meeting to order at 9:10 a.m.

1.0 Additions to the Agenda

Item 7.8 "Letter of Support Regarding Ambulance Service in Rural Alberta" was added to the agenda

RESOLUTION # 001/15
Councillor Wheeler moved to accept Item 7.8 "Letter of Support Regarding Ambulance Service in Rural Alberta" as an addition to the January 7, 2015 Regular Meeting of Council Agenda.
CARRIED UNANIMOUSLY

2.0 Adoption of Agenda

Item 7.2 "Request for Incapacitated Elector at Home Voting Resolution", Item 7.6 "Development Permit No. DV14-188" and Item 7.7 "In Camera" were amended.

RESOLUTION # 002/15
Councillor Long moved to adopt the agenda for the January 7, 2015 Regular Meeting of Council as amended.
CARRIED UNANIMOUSLY

3.0 Corrections or Amendments:

3.1. December 10, 2014 Regular Meeting of Council Minutes

There were no corrections or amendments to the December 10, 2014 Regular Meeting of Council Minutes.

4.0 Adoption of:

4.1. December 10, 2014 Regular Meeting of Council Minutes

RESOLUTION #003/15

Councillor Bossert moved to adopt the Minutes of the December 10, 2014 Regular Meeting of Council as presented.

CARRIED UNANIMOUSLY

5.0 Delegation

5.1. Marti Pickett – Primary Care Network: Drayton Valley

Mr. Pickett provided Council with the history of the Primary Care Network (PCN), explaining that the purpose of the PCN is to assess the first point of contact a patient has into the health system and to develop a business plan to look at in-depth needs in the community. The PCN receives funding from Alberta Health Services on a per capita basis and has received an additional mandate to include panel management. Drayton Valley PCN initiated its work in the community with the panel management component. Mr. Pickett also advised that the PCN has secured a facility and hopes to be operational by spring.

Mayor McLean inquired as to if there are plans to extend beyond the mandate of mental health, chronic care, and family planning/obstetrics. The PCN responded that currently the business plan is for the next three years and does not have plans to do so however there may be the option to look at corporate sponsorship programming which is currently occurring in Grande Prairie.

Councillor Bossert requested information regarding patient networking if a family physician is unattainable and when the Board of Directors would be calling for applications of a community member. Mr. Pickett advised that the first question is a struggle for the community as a key component to fixing this problem is physician recruitment. The timing for a call for a community member to sit on the Board will be at the discretion of the Board.

Councillor Wheeler requested information as to what the ideal ratio is for a full-time physician to patient. Mr. Pickett advised that it is approximately 1: 1,400-2,000.

Mayor McLean thanked Mr. Pickett for his time and presentation.

5.2. Drayton Valley Rotary Club – Rotary House Presentation

Annette Driessen, on behalf of the Drayton Valley Rotary Club, provided Council with an update on the operations of Rotary House and presented Mayor McLean with a plaque in recognition of the contribution the Town has made to Rotary House.

6.0 Public Time

Mayor McLean opened the meeting to receive comments from the floor. No comments were received.

7.0 Decision Items

Mayor McLean called Deputy Mayor Long to chair the meeting and declared himself to be in conflict for pecuniary reasons and exited the meeting at 9:41 am.

7.1. Local Improvement Amending Bylaw

Councillor Nadeau explained that Bylaw 2013/15/F was found to contain clerical errors and therefore Administration is presenting an amending Bylaw to correct the errors.

RESOLUTION #004/15
Councillor Nadeau moved that Council give Second Reading to Bylaw 2014/19/F
CARRIED UNANIMOUSLY

RESOLUTION #005/15
Councillor Nadeau moved that Council give Third and Final Reading to Bylaw 2014/19/F.
CARRIED UNANIMOUSLY

Mayor McLean returned to the meeting at 9:42 am and resumed chairing the meeting.

7.2. Request for Incapacitated Elector at Home Voting Resolution

Councillor Wheeler explained that the purpose of this item is to allow for individuals who may be physically incapacitated, as defined in the *Local Authorities Election Act,* an opportunity to vote in the By-Election. Any individual in need of this service can contact the Front Desk at the Civic Centre.

RESOLUTION #006/15
Councillor Wheeler moved that Council approve the Incapacitated Elector at Home Voting alternative which will enable a physically incapacitated elector, who is unable to vote at an advance vote or at the voting stations on election day, for the upcoming February 3, 2015 By-Election.
CARRIED UNANIMOUSLY

7.3. Council Cost of living Adjustment Waiver

Councillor Bossert explained that, given that the amended Policy has only been in effect for six months, Council would be willing to forego the increase for the upcoming year, 2015.

RESOLUTION #007/15
Councillor Bossert moved that Council approve the waiver of the 2015 Council Cost of Living Increase or Adjustment.
CARRIED UNANIMOUSLY

7.4. Ratification of 2015-2017 CUPE Collective Agreement
Councillor Nadeau advised that a Memorandum of Agreement has been reached between the Town and CUPE Bargaining Unit and that it has been a standard practice of the Town to match the negotiated wage increase of Non-Union staff to that of Union Staff.

RESOLUTION #008/15
Councillor Nadeau moved that Council ratify the new 2015-2017 Collective Agreement between CUPE Local 2515 and the Town of Drayton Valley, as well as the negotiated wage increases for the Union and Non-Union Staff, volunteer firefighters, and Management of the Town of Drayton Valley.
CARRIED UNANIMOUSLY

7.5. Memorandum of Understanding between Energy Academy of Europe and Town of Drayton Valley for Clean Energy Technology Centre
Councillor Long advised that Town administration has been in discussions with Energy Academy Europe (EAE) to learn more of their organization and potential for partnerships and possibly project development. In November, the Mayor and CAO attended an Annual Energy Conference, hosted by EAE, at which time a Memorandum of Understanding with the EAE was signed. This MOU set an expression of interest between both parties to engage in cooperative activities in the areas of education, (applied) research, business development, and other areas which may be of mutual interest or benefit to both parties.

RESOLUTION #009/15
Councillor Long moved that Council approve the Memorandum of Understanding between Energy Academy Europe and the Town of Drayton Valley.
CARRIED UNANIMOUSLY

7.6. Development Permit No. DV14-188
Councillor Nadeau explained that Permit No. DV14-188 is to allow for the development of a bus hub at 4725-46 Street. The proposal has been developed in collaboration with the bus drivers.

RESOLUTION #010/15
Councillor Nadeau moved that Council approve Development Permit DV14-188 for the development of the proposed bus hub.
CARRIED UNANIMOUSLY

7.7. In Camera

RESOLUTION #011/15
Councillor Wheeler moved that Council move to “In-Camera” at 10:00 am.
CARRIED UNANIMOUSLY

RESOLUTION #012/15
Councillor Wheeler moved that Council move out of “In-Camera” at 10:21 am.
CARRIED UNANIMOUSLY

RESOLUTION #013/15
Councillor Wheeler moved to take "from the Table" the offer to Purchase for the lands legally described as Lot 1, Plan 762 2449.
CARRIED UNANIMOUSLY

RESOLUTION #014/15
Councillor Wheeler moved that Council amend the motion as taken from the table to read "I move that Council authorize the Mayor and Town Manager to execute the offer to purchase a portion of the lands legally described as Lot 2, Plan 762 2449."
CARRIED UNANIMOUSLY

RESOLUTION #015/15
Councillor Wheeler moved that Council authorize the Mayor and Town Manager to execute the offer to purchase a portion of the lands legally described as Lot 2, Plan 762 2449."
CARRIED UNANIMOUSLY

RESOLUTION #016/15
Councillor Wheeler moved that Council approve Subdivision Application DV/14/12 for the subdivision of lands within the SW4-49-7-W5 with the conditions as noted below.

1. The Developer is to engage an Alberta Land Surveyor to prepare a plan of subdivision for registration at Land Titles Office subject to the attached subdivision drawing dated November 6, 2014.
    a. Please instruct your surveyor to use the Town's block numbering system.
    b. A service road is to be dedicated adjacent to 50th street with a minimum width of 15 meters, or such extra width as the town engineer thinks is necessary to accommodate school bus loading

2. The Developer is to enter into and fully comply with a Development Agreement with the Town of Drayton Valley under section 655 of the Municipal Government Act. This agreement must include but is not limited to:
    a. Construct all necessary roads, drainage ways, water and sewer lines, and other utilities to serve the proposed lots. The Development Agreement will specify the standards of these improvements.
    b. In the event that the existing private road access into the mobile park is closed off, 24th Avenue will need to be fully built out to Town standards to serve the existing development

3. The Developer is to pay any off-site levies required by the Town of Drayton Valley's bylaw.

4. The Developer is to contact the utilities (Fortis, ATCO Gas & ATCO Pipelines) to determine whether any new utility services and/or easements are required. Provide written confirmation from the utilities companies that any necessary arrangements have been made.
    a. Fortis Alberta requires an easement for this particular development

5. Pay any outstanding taxes owing on the property to the Town

6. Pay an endorsement fee of $200 to West Central Planning Agency when the plan is submitted for endorsement.

7. Reserves are not owing as they were fully provided when Plan 762 2449 was registered

8. The plan of subdivision will not be endorsed for registration until the parcel has been granted rezoning from Agricultural to C2. This will bring the zoning into conformity with the actual use.

CARRIED UNANIMOUSLY

Mayor McLean called a break at 10:24 a.m.
Mayor McLean reconvened the meeting at 10:40 a.m.

7.8. Letter of Support Regarding Ambulance Service in Rural Alberta
Councillor Bossert provided information regarding a concern with a shortage of EMS personnel in our community and an initiative which may complement and enhance the EMS service and Fire Services. A letter is being proposed to send to the Minister of Health to start a pilot project in the Drayton Valley/Brazeau County region. Mayor McLean noted that an amendment had been made to the letter to remove obligations of payment of any kind.

RESOLUTION #017/15
Councillor Bossert moved that Council approve submitting a joint letter of support (with Brazeau County and the Village of Breton) to the Minister of Health regarding EMS response in our community and the possibility of a pilot project.
CARRIED UNANIMOUSLY

8.0 Information Items

8.1. Petroleum Technology Alliance of Canada Workshop Councillor Report – Councillor Wheeler

8.2. Aquatic Facility Fund Development Strategy Committee – September and October Minutes

RESOLUTION #018-15
Councillor Bossert moved that Council accept the above items as information.
CARRIED UNANIMOUSLY

9.0 Department Reports

9.1. Development & Planning
Jenn Martin advised Council that the Planning and Development 2014 Year-end Report will be presented during the January 28th Council meeting.

9.2. Engineering & Transportation
Sonya Wrigglesworth informed Council of the snow clearing status and of a 50th Street and Highway 22 regarding timing; Alberta Transportation is looking into the matter. Councillor Nadeau requested the communication for snow clearing be streamlined for easier understanding at a glance, similar to that at Sylvan Lake.

9.3. Community Services, FCSS & Sustainability

Annette Driessen informed Council that the Community Sustainability Plan, Social Development Plan, and Park Redesign will be brought forward to appropriate meetings in January. She also provided information on upcoming activities:

- January 14 Mat Program volunteer information night
- January 23 Board Development Workshop
- March 10 Fundraising and Grant Writing Workshop at 5pm at Rotary House

9.4. Information Services & Economic Development

Nesen Naidoo informed Council about the launch of the app and new webpage and explained that feedback on both items is welcome as both will be adaptable. Councillor Nadeau inquired as to the number of downloads received; Mr. Naidoo will look into the inquiry.

Councillor Wheeler requested an update on the Curling Rink. Mr. Naidoo advised that the majority of the work is complete with painting to be completed in the spring. The facility has been cleared for occupation.

9.5. Administration

Manny Deol provided Council with an update on the Building Canada Fund, Clean Energy and Technology Centre, and Airport consultations.

10.0 Council Reports

10.1. Councillor Bossert

- December 18th and 22nd Campaign School
- December 19th Joint Economic Development Workshop with Brazeau County and the Village of Breton

10.2. Councillor Nadeau

- December 18th and 22nd Campaign School
- December 19th Joint Economic Development Workshop with Brazeau County and the Village of Breton
- Will be missing January 28th Council Meeting due to a Conference

10.3. Councillor Long

- December 12th KLM Direct Flight (Edmonton to Amsterdam) Launch Breakfast
- December 15th Aquatic Facility Fund Development Committee Meeting
- December 18th and 22nd Campaign School
- December 19th Joint Economic Development Workshop with Brazeau County and the Village of Breton

10.4. Councillor Shular

Councillor Shular was absent.

10.5. Councillor Wheeler

- Agriplex Meeting
- Toured the community with a prospective physician
- December 18th and 22nd Campaign School
- December 19th Joint Economic Development Workshop with Brazeau County and the Village of Breton
- Reviewed upcoming activities in the community for the month of January

10.6. Mayor McLean

- December 12th presentation to Sam Ichtay who received an award from Trip Advisor
- December 12th met with MLA McQueen to discuss FCSS Funding
- December 18th planning meeting for Council Retreat in February
- December 19th Joint Economic Development Workshop with Brazeau County and the Village of Breton
- December 22nd Campaign School
- December 30th met with a prospective physician to the community

11.0 Adjournment

RESOLUTION # 019/15

Councillor Wheeler moved that Council adjourn the January 7, 2015 Regular Meeting of Council at 11:08 am.

CARRIED UNANIMOUSLY

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

PUBLIC HEARING

January 28, 2014
9:00 A.M.
Council Chambers – Civic Centre

1. DECLARE PUBLIC HEARING OPEN

Bylaw 2014/22/D – to allow the rezoning of the lands legally described as Lot 2, Plan 762 2449.

PRESENT

2. PURPOSE OF THE PUBLIC HEARING

To receive comments, concerns and questions from the public with regard to the proposed amended land use for a portion of the lands municipally described as 2251-50 Street. Said Bylaw, if passed, would allow road expansion and potential for development of commercial businesses similar to those already being developed along 50th Street south.

3. BACKGROUND

The above Bylaw has received first reading at the November 19, 2014 regular Meeting of Council, which may be followed by second and third 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 done through mail-outs and newspaper advertising. 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.

4. CALL FOR COMMENTS FROM THE FLOOR.

5. CALL FOR COMMENTS OR WRITTEN SUBMISSIONS.

6. DECLARE PUBLIC HEARING CLOSED.

Jenn Martin

From: Madeleine Krizan [MKrizan@brazeau.ab.ca]
Sent: January-21-15 8:19 AM
To: Jenn Martin
Subject: RE: Rezoning of 2251 50 Street

Good Morning Jennifer,

Council received the referral information for the rezoning of 2251 50 Street in Drayton Valley, and no concerns were identified during its meeting January 20, 2015. Thank you.

Regards,

Madeleine Krizan
P&D Development Officer
Planning & Development

Brazeau County
Box 77
Drayton Valley, Alberta
T7A 1R1
Tel: 780-542-7777 Fax:780-542-7770
www.brazeau.ab.ca

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PUBLIC HEARING

January 28, 2014
9:00 A.M.
Council Chambers – Civic Centre

1. DECLARE PUBLIC HEARING OPEN

Bylaw 2014/11/D – to close a portion of the road known as 50th Avenue (north of Mcdonald's) also known as NW-8-49-7-W5M so that the portions of land no longer required for a road right-of-way can be legally 'closed' as roads and can then be consolidated to create a single parcel of land.

PRESENT

2. PURPOSE OF THE PUBLIC HEARING

To receive comments, concerns and questions from the public with regard to the proposed road closure portion of the lands legally described as NW8-49-7-W5. Said Bylaw, if passed, will allow the closure of portions of the road known as 50th Avenue (North of McDonald's).

3. BACKGROUND

The above Bylaw has received first reading at the November 19, 2014 regular Meeting of Council, which will be followed by referral to the Minister of Transportation for review and approval and then submitted to Council for Second and Third at a future date, depending upon the comments received at this Public Hearing. Notification of the Bylaw, requesting comments from the public and neighbouring landowners, and advising them of the Public Hearing, has been done through mail-outs and newspaper advertising. 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.

4. CALL FOR COMMENTS FROM THE FLOOR.

5. CALL FOR COMMENTS OR WRITTEN SUBMISSIONS.

6. DECLARE PUBLIC HEARING CLOSED.

Yellowstone to Yukon
Conservation Initiative

December 10, 2014

Mayor Glenn McLean and Council
Town of Drayton Valley, Alberta

Dear Mayor McLean and Council,

I'm sending this letter to open a dialogue about the land-use plan currently underway for the Drayton Valley region. The next public comment period for the North Saskatchewan Regional Plan is anticipated in January, and I would welcome an opportunity to make a 20-minute presentation to Drayton Valley council to highlight our aspirations for the plan and to hear about yours.

The Yellowstone to Yukon Conservation Initiative (Y2Y) is an internationally-recognized large-landscape conservation effort, with a Canadian office based in Canmore. We work with a variety of partners, including industry and municipalities, to connect and protect landscapes so that people and nature can thrive. Our efforts are informed by science and target crucial processes like watershed protection and wildlife migration. See this new 8-minute video that summarizes our work.

The North Saskatchewan Regional Plan (NSRP) represents a timely opportunity to balance future population and economic growth with environmental protection. We would like to see increased protection for our headwaters in order to reduce the likelihood or impacts of flooding, and to help resolve growing land-use conflicts. We are interested in working with municipalities across the region to ensure that the final NSRP contains concrete measures to protect our headwaters, community water supplies and biodiversity, and to ensure that it will help strengthen local economies.

Please contact me at 403-609-2666 x 7 or by email at sarah@y2y.net to arrange a time to meet, at your earliest convenience, in January or February.

Yours respectfully,

Sarah Cox
Senior Conservation Program Manager
Yellowstone to Yukon Conservation Initiative

Phone: 403.609.2666
Fax: 403.609.2667
Toll-free: 1.800.966.7920

Unit 200, 1240 Railway Ave
Canmore, AB T1W 1P4
Canada

P.O. Box 157
Bozeman, MT 59771-0157
USA

www.y2y.net
info@y2y.net

Town of Drayton Valley

Delegation Request Form

Name (s): Stefan Johansson, Principal & Lead Landscape Architect

Organization: EIDOS Consultants Incorporated

Contact Number: (780) 428-5050 Contact E-mail: sjohansson@eidosconsultants.com

Mailing Address: 600 Empire Building, 10080 Jasper Avenue, Edmonton, AB T5J 1V9

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

- [x] Council Meeting
- [ ] Management Meeting
- [ ] Special Meeting/Presentation
- [ ] Administration Meeting

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

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

To present to Council the Community Public Space Designs for the Downtown/Civic, Former Pickup School and Rotary Park as information only.

Additional Information Provided

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

attached to Council Agenda under "Decision Items" to be accepted as information

Please indicate any preference you have for meeting:

January 28, 2015

Please submit your request by:

Fax: 780.542.5753 **E-mail:** admin-support@draytonvalley.ca **In person:** 5120-52 ST

SECTION	8

AGENDA ITEM: 8.1	Community Public Space Designs
Department:	Community Services
Presented by:	Councillor Bossert
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

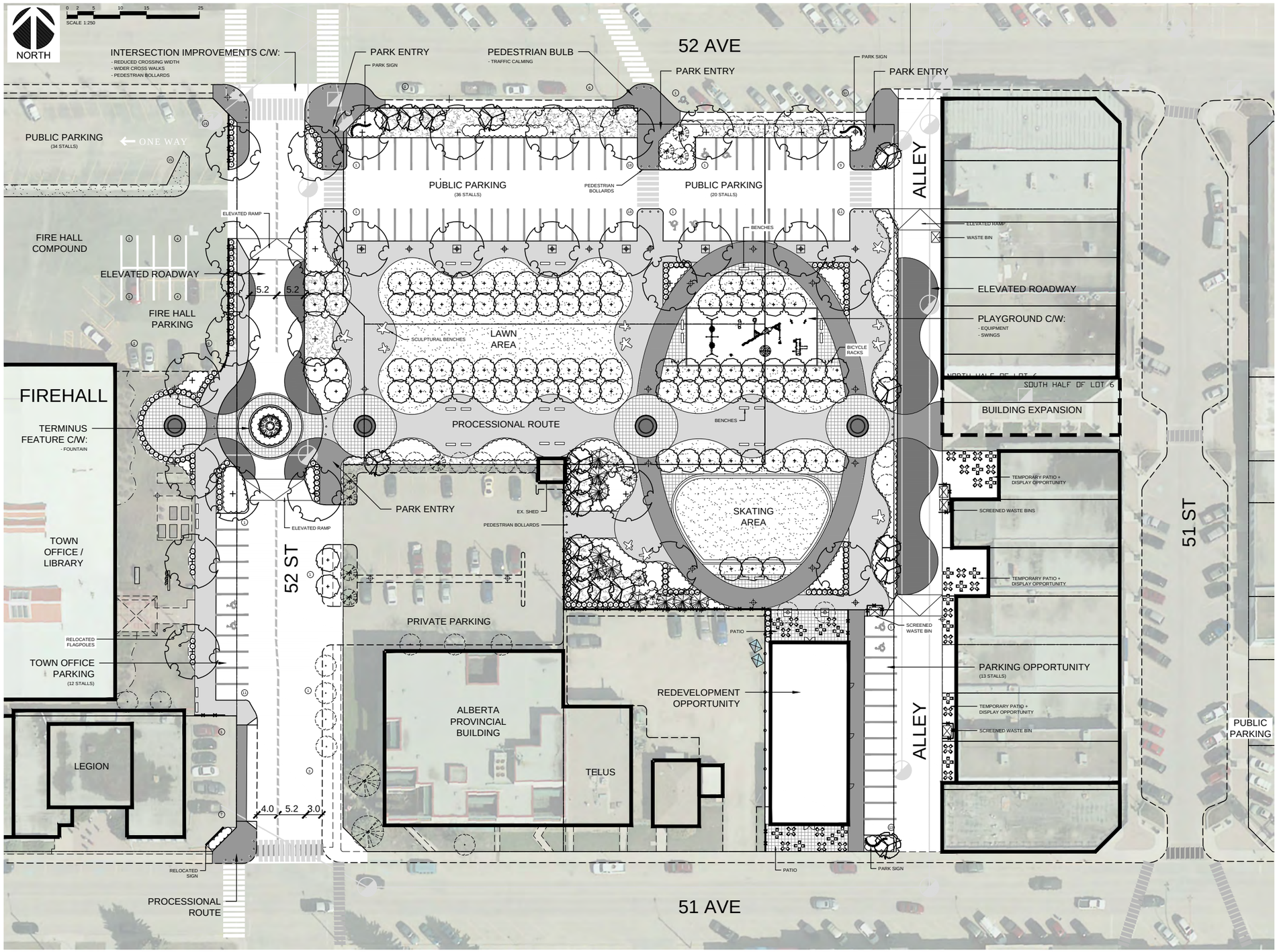
The Community Services Department has been working with EIDOS Consultants Inc. on developing and enhancing three public spaces within Town boundaries into attractive and inviting community parks. The ultimate goal is to create community spaces where residents and families can come together, strengthen relationships, and build a healthy, engaged community.

EIDOS Consultants Inc. previously presented the preliminary concept plans and precedent imagery for the Downtown/Civic Public Space, Former Pickup School Public Space and Rotary Park/Family Play.

The Community Services Department is requesting Town Council accept all concept plans as information only at this time. An opportunity will then be provided to the public to review the conceptual plans before final adoption by Town Council.

MOTION:

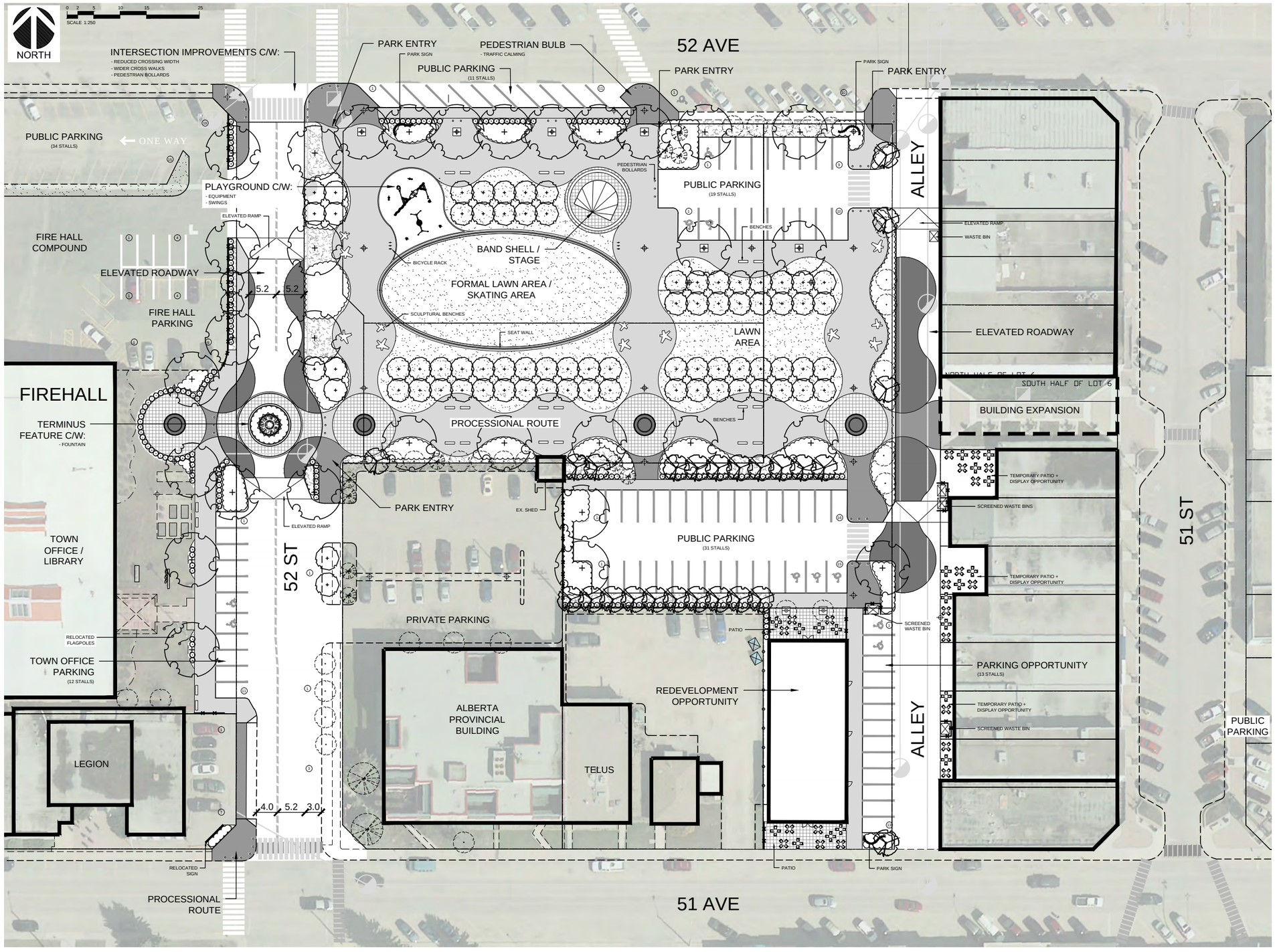
I move that Town Council accept the Community Public Space Designs as presented as information only.



LEGEND:

- EX. DECIDUOUS TREES
- EX. CONIFEROUS TREES
- DECIDUOUS TREES
- ORNAMENTAL TREES
- CONIFEROUS TREES
- HEDGE
- SHRUB PLANTINGS
- TREE GRATE
- BICYCLE RACKS
- PEDESTRIAN BOLLARDS
- BENCHES
- CLUSTER SEATING
- LIGHT STANDARD
- PARK SIGN
- ART FEATURE / RAISED PLANTER
- PLANTING BED
- SOD AREA
- STANDARD BROOM FINISH CONCRETE
- COLOURED BROOM FINISH CONCRETE
- DECORATIVE PLAZA AREA
- ACCENT ROADWAY SURFACING
- BED EDGE
- ORNAMENTAL FENCE
- PEDESTRIAN CROSSING
- EX. PAVEMENT / WALK

PRELIMINARY
FOR DISCUSSION PURPOSES ONLY



LEGEND:

- EX. DECIDUOUS TREES
- EX. CONIFEROUS TREES
- DECIDUOUS TREES
- ORNAMENTAL TREES
- CONIFEROUS TREES
- HEDGE
- SHRUB PLANTINGS
- TREE GRATE
- BICYCLE RACKS
- PEDESTRIAN BOLLARDS
- BENCHES
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- SOD AREA
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- COLOURED BROOM FINISH CONCRETE
- DECORATIVE PLAZA AREA
- ACCENT ROADWAY SURFACING
- BED EDGE
- ORNAMENTAL FENCE
- PEDESTRIAN CROSSING
- EX. PAVEMENT / WALK

PRELIMINARY
FOR DISCUSSION PURPOSES ONLY

The Town of Drayton Valley | Downtown / Civic Public Space - Concept Plan 2

Community Public Space Designs

January 15, 2015

Prepared for

Prepared by

PROCESSIONAL ROUTE

PROCESSIONAL ROUTE

GRASS ALLEE

SEATING AREAS

TERMINUS FEATURE - WATER OR PUBLIC ART

SITE FURNITURE

SCULPTURAL BENCHES

STAGE AREA

MOVIES IN THE PARK

STREET PERFORMERS

PLAYGROUND

SCULPTURAL PLAY COMPONENTS

LIGHTING

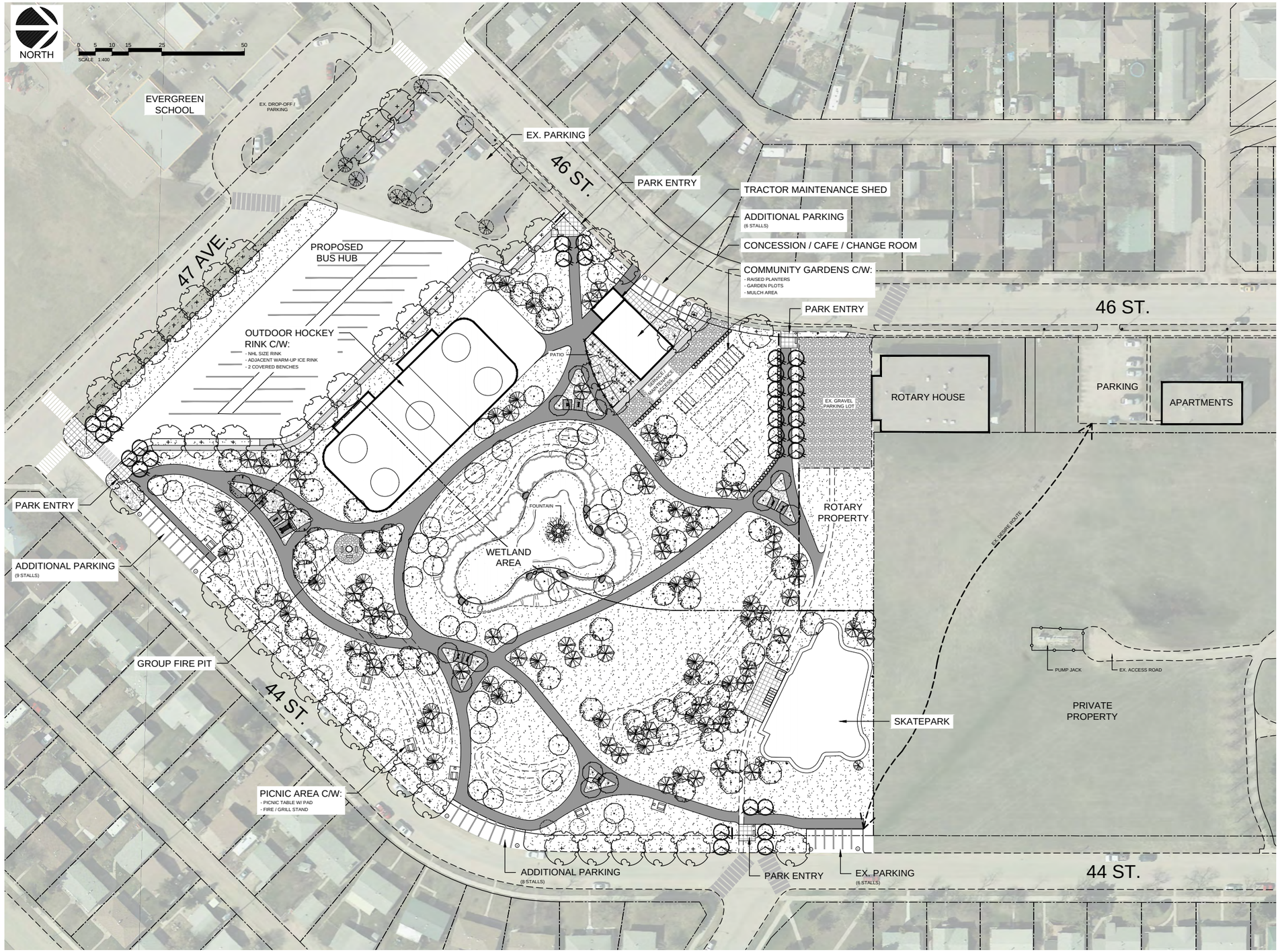
SCULPTURAL LIGHTING

LIVING ALLEY PATIO SPACE

PUBLIC REALM + COMMERCIAL ALLEY REDEVELOPMENT OPPORTUNITIES

SKATING RINK

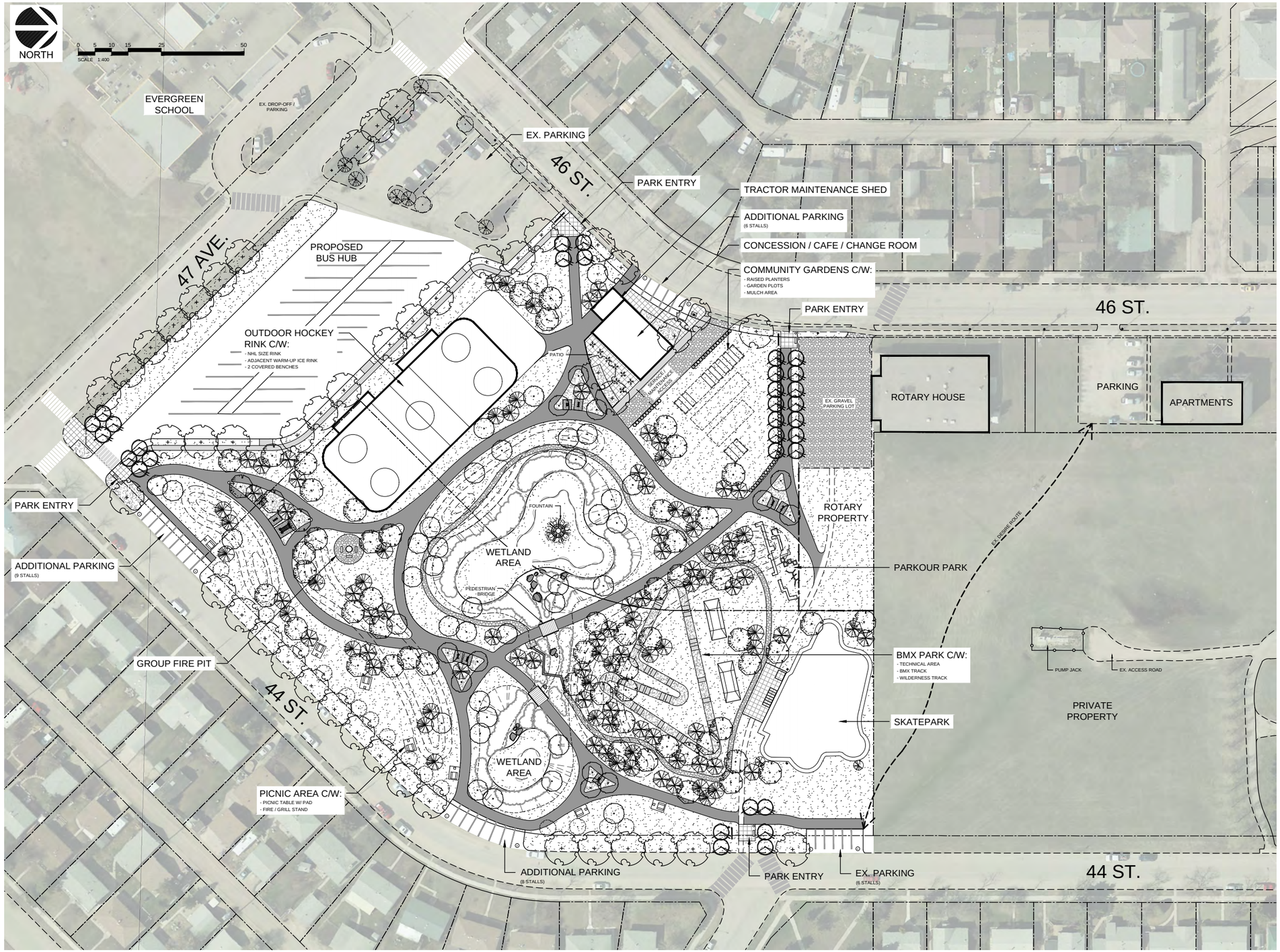
OUTDOOR SKATING AREA



LEGEND:

- EX. DECIDUOUS TREES
- EX. CONIFEROUS TREES
- BOULEVARD TREES
- DECIDUOUS TREES
- ORNAMENTAL TREES
- CONIFEROUS TREES
- HEDGE
- NATURALIZATION PLANTINGS
- BENCH
- WASTE RECEPTACLE
- T-BOLLARD
- BISTRO TABLE
- PICNIC AREA
- FITNESS STATIONS
- BOULDERS
- PARK SIGN
- PLANTING BED
- SOD AREA
- STANDARD BROOM FINISH CONCRETE
- GRANULAR TRAIL (1.5m WIDE)
- DECORATIVE CONCRETE
- ASPHALT TRAIL (3.0m WIDE)
- BED EDGE
- ORNAMENTAL FENCE
- PEDESTRIAN CROSSING
- EX. PAVEMENT / WALK
- BERM
- WETLAND SLOPE

PRELIMINARY
FOR DISCUSSION PURPOSES ONLY



LEGEND:

- EX. DECIDUOUS TREES
- EX. CONIFEROUS TREES
- BOULEVARD TREES
- DECIDUOUS TREES
- ORNAMENTAL TREES
- CONIFEROUS TREES
- HEDGE
- NATURALIZATION PLANTINGS
- BENCH
- WASTE RECEPTACLE
- T-BOLLARD
- BISTRO TABLE
- PICNIC AREA
- FITNESS STATIONS
- PEDESTRIAN BRIDGE
- BOULDERS
- PARK SIGN
- PLANTING BED
- SOD AREA
- STANDARD BROOM FINISH CONCRETE
- GRANULAR TRAIL (1.5m WIDE)
- DECORATIVE CONCRETE
- ASPHALT TRAIL (3.0m WIDE)
- BED EDGE
- ORNAMENTAL FENCE
- PEDESTRIAN CROSSING
- EX. PAVEMENT / WALK
- BERM
- WETLAND SLOPE

PRELIMINARY

FOR DISCUSSION PURPOSES ONLY

The Town of Drayton Valley

Community Public Space Designs

Former Pickup School / Public Space - Concept Plan #2

January 15, 2015

Prepared for

Prepared by

EIDOS

OUTDOOR HOCKEY

NHL SIZE HOCKEY RINK

WARM UP ICE

BMX TECHNICAL COURSE

BMX RACE TRACK

BMX TRACK + TRAILS

PARKOUR PARK

PARKOUR COURSE

FITNESS STATIONS

OUTDOOR FITNESS

WETLAND + NATURAL AREA

NATIVE PLANTINGS / NON-MAINTENANCE AREA

PEDESTRIAN BRIDGE

BBQ STANDS

SNOWSHOEING

CROSS COUNTRY SKIING

GROUP ACTIVITIES

GROUP FIRE PIT

PICNIC AREA

CONCESSION / WASHROOMS / CHANGE ROOMS

OUTDOOR PATIO

OUTDOOR CONCESSION

OUTDOOR CONCESSION

ORCHARD TREES

PERMACULTURE PLANTINGS

COMMUNITY GARDENS

PARK ENTRY

The Town of Drayton Valley

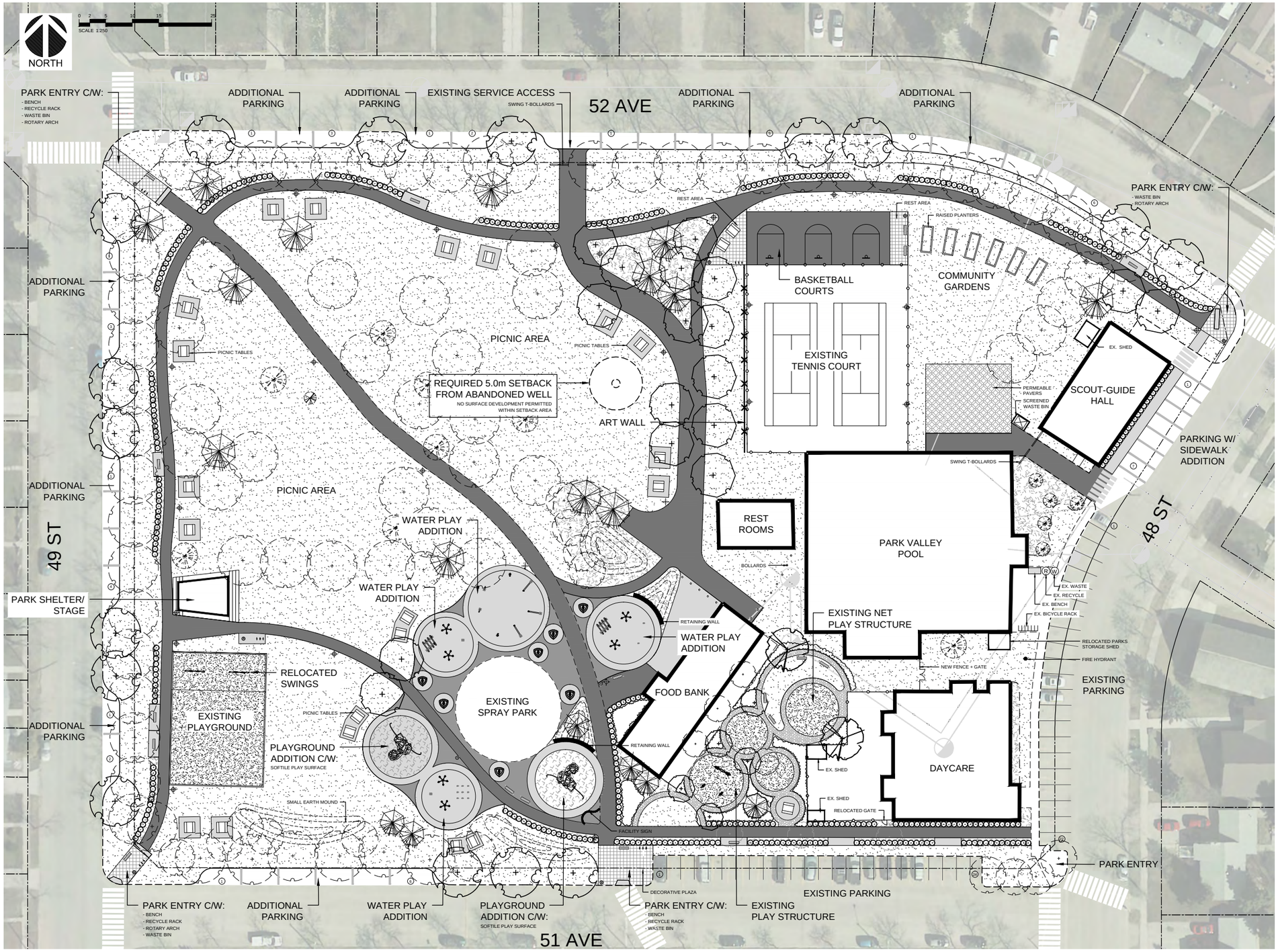
Community Public Space Designs

PickUp School / Public Space - Precedent Imagery

January 15, 2015

Prepared for

Prepared by



LEGEND:

- EX. DECIDUOUS TREES
- EX. CONIFEROUS TREES
- DECIDUOUS TREES
- ORNAMENTAL TREES
- CONIFEROUS TREES
- HEDGE
- SHRUB PLANTINGS
- BICYCLE RACKS
- BOLLARDS
- BENCH
- PICNIC TABLE
- LIGHT STANDARD
- SWING T-BOLLARD
- FACILITY SIGN
- ROTARY ARCH
- RAISED PLANTER
- WATER PLAY EQUIPMENT
- MUSIC PLAY EQUIPMENT
- PLANTING BED
- SOD AREA
- SAND AREA
- STANDARD BROOM FINISH CONCRETE
- COLOURED BROOM FINISH CONCRETE
- DECORATIVE PLAZA AREA
- ASPHALT SURFACING
- BED EDGE
- FENCE
- ART WALL
- PEDESTRIAN CROSSING
- EX. PAVEMENT / WALK

PRELIMINARY

FOR DISCUSSION PURPOSES ONLY

The Town of Drayton Valley

Community Public Space Designs

Rotary Park / Family Play - Concept Plan

January 15, 2015

Prepared for

Prepared by

WATER PLAY

SPLASH PARK EXPANSION OPPORTUNITIES

PICNIC AREA

PICNIC TABLES

CANADA DAY CELEBRATION SPACE

TRAIL EXTENSION

PERFORMANCE SHELTER

INFORMAL PLAY

MUSIC PLAY

PLAY STATIONS

NATURE PLAY

PLAY EQUIPMENT

OUTDOOR CLASSROOM

CLIMBING BOULDERS

ACTIVITIES

ART WALL

SMALL EARTH BERM

TOT TOBOGGANING

COMMUNITY GARDENS

BASKET BALL

RELOCATED SWINGS

SITE FEATURES

ADDITIONAL STREET PARKING

PERMEABLE PAVER'S

ACCESS CONTROL BOLLARDS

PEDESTRIAN LIGHTING

SECTION:	8

AGENDA ITEM: 8.2	**Rezoning Bylaw No. 2014/22/D Presented for 2nd & 3rd Readings Within SW4-49-7-W5M**
Department:	**Development & Planning**
Presented by: **Support Staff:**	**Councillor Long** **Jennifer Martin**

BACKGROUND:

Administration has received an application to rezone a portion of land (4-5 acres) legally described as Lot 2, Plan 762 2449 and municipally described as 2251-50 Street. The proposed rezoning would change the land use from the current AG-Agricultural District to C2-General Commercial District. Such rezoning would allow road expansion and potential for development of commercial businesses similar to those already being developed along 50th Street south.

First Reading to Bylaw 2014/22/D was given at the November 19, 2014 Regular Meeting of Council.

A Public Hearing was held earlier this morning to allow residents to provide their comments regarding the proposed rezoning. Notice of the Public Hearing was advertised in the local newspaper, pursuant to the *Municipal Government Act* requirements, and was provided via mail-outs to adjacent landowners. Any and all comments received were provided to Council during the Public Hearing this morning.

Rezoning Bylaw 2014/22/D is hereby presented to Council for Second and Third Readings.

OPTIONS:

The following are the options available to Council today with respect to this application for Land Use Bylaw amendment.

OPTION A:

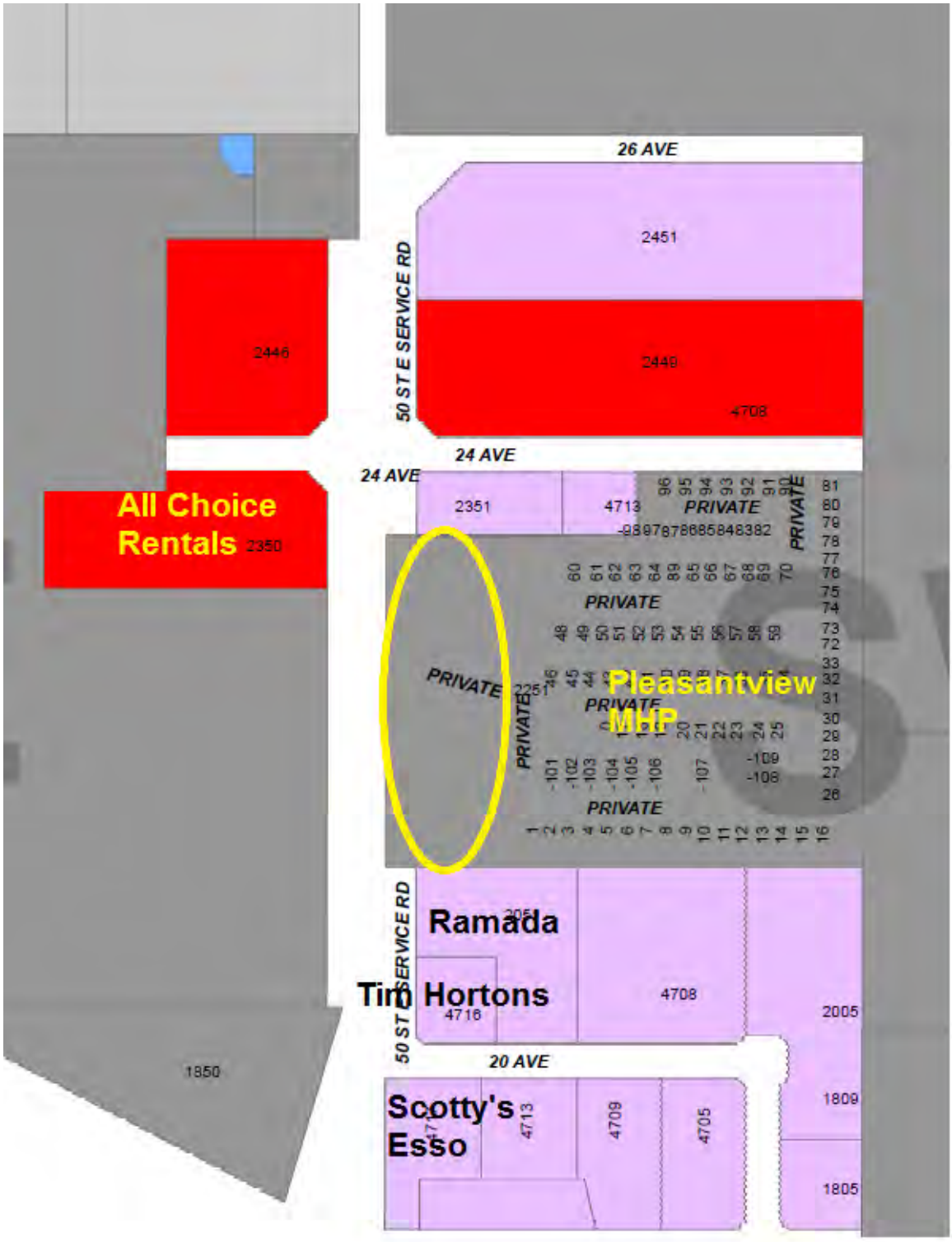
Council gives Second and Third Readings to Bylaw 2014/22/D for amendment of the Land Use Bylaw and subsequent rezoning to allow development to proceed.

OPTION B:

Council tables Bylaw 2014/22/D to a future Council Meeting date.

MOTION:

SCHEDULE "A"
(REZONING AREA)



DRAYTON VALLEY
'Pulling Together'

BYLAW NO. 2014/22/D

Amendment to Land Use Bylaw #2007/24/D (REZONING)

WHEREAS Council has received an application for amendment to the Land Use Bylaw 2007/24/D;

AND WHEREAS the Council of the Town of Drayton Valley wishes to allow an amendment of the use of a portion of the parcel of land legally described Lot 2, Plan 762 2449;

NOW THEREFORE, pursuant to Part 17 of the *Municipal Government Act*, the Council of the Town of Drayton Valley, duly assembled, hereby amends Land Use Bylaw 2007/24/D, and in particular the map of land use districts, so that the following land are reclassified as follows:

PLAN 762 2449
LOT 2
EXCEPTING THEREOUT ALL MINES AND MINERALS

FROM: AG –Agricultural District

TO: C2 – General Commercial District

as shown on the attached Schedule "A"

THAT Bylaw 2014/22/D may be referred to as the "Rezoning Bylaw".

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

READ A FIRST TIME THIS **_____ DAY** OF **_____, 2014**, A. D.

_____
MAYOR

_____
TOWN MANAGER

PUBLIC HEARING HELD THIS **_____ DAY** OF **_____, 2014**, A. D.

READ A SECOND TIME THIS **_____ DAY** OF **_____, 2014**, A. D.

_____
MAYOR

_____
TOWN MANAGER

READ A THIRD AND FINAL TIME THIS **_____ DAY** OF **_____, 2014**, A. D.

_____
MAYOR

_____
TOWN MANAGER

4708
2351
4713
2251
Pleasantview MHP

SECTION:	8

AGENDA ITEM: 8.3	**Subdivision Application DV/14/11 within Lot 3 Block 57 Plan 3454RS**
Department:	**Development & Planning**
Presented by:	**Councillor Shular**
Support Staff:	**Jennifer Martin**

BACKGROUND:

Administration has received the following report from West Central Planning Agency regarding an application for a residential subdivision for lands located within the SE16-49-7-W5.

Background

On November 14, 2014, an application was received to create a 0.088 hectare (0.22 acre) lot. The subject area is wedged between a wooded area and a growing residential community. It is unclear what will be built on the vacant parcel of land however the subject area is currently zoned R1B which permits detached homes and accessory buildings.

Site Visit

On December 9, 2014, representatives from West Central Planning Agency conducted a site visit to the proposed lot. Their site analysis did not yield any significant issues that would prohibit the proposal from proceeding. West Central Planning Agency did make note of setback requirements and based on preliminary a drawing submitted by the applicants, all setback regulations are met in the subdivision proposal.

Comments

The referral process generated three comments. One adjacent landowner wants reassurance that they will not be responsible for the new fencing that will be required, given that the applicant originally requested fencing to be built $1^{1/2}$ feet onto their property. Any new fencing would now need to be constructed at the correct property line. The second landowner requested details as to what is being proposed, given it was not described in the original proposal. Please take note that neither adjacent landowner objects to the subdivision proposal, however they do want the comments addressed. The third landowner is opposed to any development that will not be green space. Please see the attached letters of concern.

Reserves

Reserves are not owing on this property as the lot is too small. No other comments and concerns have been received from agencies, utility companies or adjacent landowners. West Central Planning Agency recommends that the Town approve the subdivision subject to the list of conditions on the attached draft approval.

RECOMMENDATION:

Administration recommends that Council approve subdivision application DV/14/11 with the conditions as noted below:

1. The Developer is to engage an Alberta Land Surveyor to prepare a plan of subdivision for registration at Land Titles Office, subject to the attached subdivision drawing dated November 6th, 2014.

    a. Please instruct your surveyor to use the Town's block numbering system.

2. Enter into and fully comply with a Development Agreement with the Town of Drayton Valley under section 655 of the *Municipal Government Act*. This Agreement may include the following but should not be limited to:

    Drainage ways, storm water management pond, water and sewer lines, and other utilities to serve the proposed lots. The Development Agreement will specify the standards of these improvements.

3. The Developer is to pay any off-site levies required by the Town of Drayton Valley's Bylaw.

4. The Developer is to contact the utilities (Fortis, ATCO Gas & Pembina Pipeline.) to determine whether any new utility services and/or easements are required, and provide written confirmation from the utilities that any necessary arrangements have been made.

5. The Developer is to pay any outstanding taxes owing on the property to the Town.

6. The Developer is to pay an endorsement fee of $200 to West Central Planning Agency when the plan is submitted for endorsement.

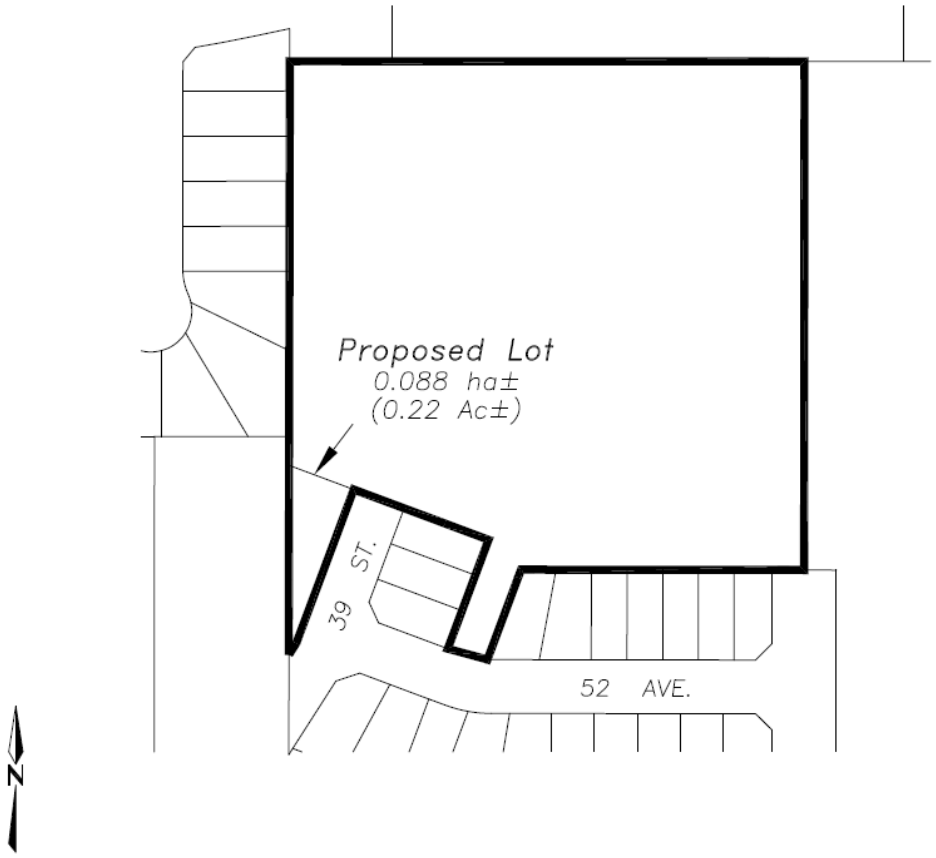
7. Reserves are not owing as the parcel is only 0.088 hectares (0.22 acres) in size.

MOTION

Proposed Subdivision in the

Town of Drayton Valley

Lot 3 Block 57 Plan 3454RS



Registered Owner(s): G & D Land Company Ltd.

denotes titled area

File: DV/14/11	Drawn: November 6, 2014	Revised:

WEST CENTRAL PLANNING AGENCY

Suite 101, 5111 – 50th Avenue Wetaskiwin, AB T9A 0S5
Phone 780–352–2215 Fax 780–352–2211 Email admin@westcentralplanning.ca Web Site: www.WestCentralPlanning.ca

Executive Secretary

From: "Charlie Miner" <charlie.draytonvalley@gmail.com>
Date: November-24-14 1:28 PM
To: <admin@westcentralplanning.ca>
Subject: Re: File No. DV/14/11

I am a nearby landowner and have received your letter regarding this proposed subdivision. I would like to ask what the purpose is for creating this lot??

You can respond by e-mail to charlie.draytonvalley@gmail.com

Charlie Miner

West Central Planning Agency
File Number: DV/14/11

I Lois Pankewicz is the adjacent home owner & I want to let you know that I put up a fence down my property & that unknown to me at the time Mr. Glenn Bowen asked my fencing contractor to put fence 1 1/2 feet into my property (not on property line).
Now that he wants to sub divide he will have to a: move my fence onto property line @ his cost.

b: Build another fense on property line

as I am not giving his sub division that much of my land.

Please note that I am not against said sub division, but need my property line addressed.

Thank you

Lois Pankewicz
3908-50ave
PO Box 5233
Drayton Valley
T7A1R4

780 621-8515
780 542-5068
Fax 780 542-6201

RECEIVED DEC 16 2014

Executive Secretary

From: "Gazankas, Tim" <TGazankas@trican.ca>
Date: November-24-14 10:08 AM
To: <admin@westcentralplanning.ca>
Cc: <gazoo4@telus.net>
Subject: Proposed Developement on Lot3 Block 57 Plan 3454RS File Number DV/14/11

Just a letter stating I appose any development on the property listed above other than green park reserve. We already currently have water and traffic condition issues to deal with and don't need anymore problems pilled on top.

Tim &Brenda Gazankas
3805 52 AVE
Drayton Valley Alberta T7A1T7
17805424351

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SECTION:	8

AGENDA ITEM: 8.4	**Regional Communications Protocol**
Department:	**Administration**
Presented by:	**Councillor Bossert**
Support Staff:	**Manny Deol**

BACKGROUND:

In an effort to build upon the Protocol of Principles established in February 2010, between the Town of Drayton Valley and Brazeau County, the two municipalities have continued to advance a working relationship and to include the Village of Breton as a valued member of our broader community. Together, the attached Regional Communication Protocol has been prepared to establish communications and shared services amongst the three municipalities. This document is hereby presented today for Council's approval and execution.

MOTION:

I move that Council approve the attached Regional Communication Protocol agreement between the Town of Drayton Valley, Brazeau County and the Village of Breton.

REGIONAL COMMUNICATION PROTOCOL

BETWEEN

BRAZEAU COUNTY

AND

TOWN of DRAYTON VALLEY

AND

VILLAGE OF BRETON

(referred to as the “Parties”)

WHEREAS the above local governments have the legislated authority to enter into an agreement for the purposes of sharing resources, expertise, risk and benefits associated with inter-municipal efforts on behalf of their respective constituents.

WHEREAS the above parties believe it is in the public interest to pursue enhanced cooperation and communication to:

- Achieve **optimum cost** and quality for existing services
- Provide **new services** in response to emerging community needs;
- Maximize **citizen access** to local services;
- **Share resources** to deal with priority needs;
- Avoid **duplication of effort**;
- **Save money** on current and future expenditures; and
- Generate **new revenue sources** and access new **external resources.**

AND WHEREAS the above parties feel it is important to provide a framework to guide inter-municipal cooperation by:

- Agreeing on general **principles** (Section 1) to guide organizational behaviour;
- Facilitating effective **communication** (Section 2) between the parties;
- Deciding on a defined **structure** (Section 3) to represent both parties;
- Selecting suitable service **candidates** (Section 4) for inter-municipal cooperation;
- Following a **process** (Section 5) to pursue specific areas for cooperation;
- Dealing with **complaints** (Section 6) to address issues arising; and
- Identifying general **conditions** (Section 7) to guide inter-municipal cooperation efforts.

NOW THEREFORE, the above parties wish to recognize the public benefit, mutual interests and their spirit of fellowship by entering into a Communication Protocol with the following considerations.

1.0 GUIDING PRINCIPLES

The parties agree to the following principles to guide inter-municipal cooperation efforts:

1.1 To pursue a relationship based on **trust** so that issues arising will be dealt with in a timely manner by focusing on the issue, not the individuals or past history;

1.2 To seek areas of **mutual interest** for the sharing of information and possible collaboration by facilitating regular avenues of communication;

1.3 To acknowledge the **diverse ways** for cooperating beyond legal arrangements;

1.4 To **respect** respective jurisdictional interests by acknowledging that cooperation should not fetter the discretion of any party;

1.5 To promote **good relations** with other levels of government to effectively deal with issues and coordinate activities;

1.6 To create enhanced **public awareness** of the benefits of inter-municipal cooperation while respecting the different needs of its communities;

1.7 To develop **consultative processes** to ensure effective communication in areas of overlapping jurisdictions and mutual interest;

1.8 To ensure opportunities for **dialogue** to encourage understanding and cooperation as well as dealing with inter-jurisdictional issues in a sensitive manner;

1.9 To identify areas of mutual interest for the **coordination** of activities and/or resources among citizens and organizations; and

1.10 To ensure **commitment and follow-up** to joint decisions that is made.

2.0 STRUCTURE

The parties agree to the following political and administrative structure to promote effective communications among all parties:

- **Inter-municipal Cooperation Forum** – a meeting organized for all elected officials (as well as staff) from all parties; and
- **Inter-municipal Cooperation Steering Committee** – the Chief Elected Official and Chief Administrative Officer from all parties.

2.1 The Inter-municipal Cooperation Forum (Forum) is expected to meet quarterly to:

- Provide **direction** for inter-municipal cooperation efforts at a political level;
- **Evaluate** existing shared services and determine areas for attention;
- **Suggest and examine** new opportunities for inter-municipal cooperation;
- Establish a schedule for **regular meetings**;
- Adopt a **communications strategy** for joint decisions; and
- Review and approve the inter-municipal cooperation **work program**.

2.2 The **Inter-municipal Cooperation Steering Committee** is responsible to:

- **Facilitate** decision-making related to inter-municipal cooperation initiatives;
- Develop **work program detail(s)** for the review of all Parties;
- Alternate the CEO's 'Inter-municipal Cooperation **Chairperson'** role as mutually agreed;
- Make **recommendations** to the Forum on Inter-municipal Cooperation initiatives;
- Approve 'notices of meeting' and **meeting agendas** for the Inter-municipal Forum; and
- Coordinate **additional meetings** with external expertise as required.

2.3 The role of the **Chief Administrative Officers** (CAO) is to:

- Coordinate the **implementation** of inter-municipal cooperation decisions;
- Provide research and administrative **support**;
- Coordinate **meeting logistics**; and
- Work with Chief Elected officials to prepare **meeting agendas.**

3.0 COMMUNICATIONS

3.1 Media enquiries on regional cooperation matters being addressed by the parties will be directed to the Chief Elected officials (Town and Village Mayors and County Reeve).

3.2 The Steering Committee will provide for regular **reporting to the Councils**. Committee and Forum meeting – 'summary of actions' will be available to Councillors for their own review, but not for public distribution.

3.3 The Steering Committee will provide for regular **reporting to the public**, through media releases, public information meetings, etc. To the extent possible, Town and Village Mayors and County Reeve will ensure that Councillors are informed before a public release is issued. Requests for information, presentations, etc. will be referred through the Chair.

4.0 SHARED SERVICE CRITERIA

The parties agree to use the following guidelines to assess areas for cooperation:

4.1 **Shared service criteria** (Display 1) are intended to be used to:

- Evaluate the success likelihood of a potential shared services;
- Discuss expectations of all parties;
- Identify requisite conditions for success at the start of the initiative; and
- Explore the actions required to sustain the shared service.

4.1 **Shared service candidates** offered by any party are expected to be:

- Assessed by the party suggesting the shared service candidate;
- Submitted with supporting candidate assessment documentation;
- Discussed with the other parties before detailed analysis; and
- Considered at an Inter-municipal Cooperation Forum.

5.0 SHARED SERVICE PROCESS

The parties agree to the following steps for identifying, selecting, evaluating, implementing and monitoring potential shared services:

5.1 '**Shared services**' may include an ongoing service with an expectation of long term joint funding or resource sharing and a special project for short term inter-municipal commitments.

5.2 A **notice** of the initiative is to be provided by the initiating party when it intends to examine a candidate for shared services, by submitting a written notification to the other parties. The notification must be supported by a Council resolution.

5.2 The other parties are expected to indicate their **interest and/or concerns** to the initiating party about the shared service candidate (so they can be addressed or acknowledged in the preliminary examination) within 30 days.

5.3 The initiating party is required to conduct a **preliminary examination** using the shared service criteria contained in section 4.1.

5.4 The initiating party is responsible to coordinate a **discussion** of the shared service candidate with the other parties by:

- Providing a written report of its preliminary examination to the other parties;
- Placing the matter on a Steering Committee meeting agenda for direction; and
- Facilitating Inter-municipal Cooperation Forum discussions on the candidate.

5.5 The parties may pursue the **feasibility** of a shared service by way of a 'Feasibility Memorandum' to include (but not limited to):

- Lead party's responsibility for the feasibility analysis;
- List of expectations and concerns to be addressed;
- Level of fiscal resources and human effort required by the other parties; and
- How fiscal and human resources will be cost shared by the parties.

5.6 The Feasibility Stage would result in a detailed **business plan** to include:

- Examination of the shared service criteria (see clause 4.1);
- Resolution of key requirements to initiate and sustain the initiative;
- Identification of critical success indicators to be achieved (and monitored); and
- Preparation of a draft shared services contract.

5.7 The parties commit to a shared service by way of a **contract** that is:

- Reviewed by legal counsel as determined by the parties;
- Reviewed by the CAO's for implementation logistics;
- Reviewed at an Inter-municipal Cooperation Forum; and
- Ratified by a resolution (or bylaw) by the parities.

5.8 The contract must include **implementation considerations** such as:

- Identification of the lead party designate(s) responsible for implementation;
- Success indicators and desired results to evaluate the initiative;
- Target dates to regularly monitor the implementation of the contract;
- Sharing of risk and resources with other 'third' parties;
- Terms of reference for the third party 'service authority' as appropriate; and
- Release clause for the discontinuation of the contract.

6.0 COMPLAINTS PROCESS

The parties agree to the following process for addressing Shared Service complaints:

6.1 The steps for dealing with **concerns and complaints** include:

- A Councillor or CAO must raise their concern with their own Council;
- A Council resolution is required for the complaint party to request action;
- The complaint recipient will be directed to the CAO's to address;
- The 'complaint' party is to be provided a response within ten (10) working days;
- Unresolved complaints will be dealt with in accordance with clause 6.2.

6.2 The steps for dealing with **unresolved complaints** include:

- A Councillor or CAO must bring their unresolved concern to their own Council;
- A Council resolution is required for the 'complaint' party to request action;
- The 'complaint' party is to be given a response timeframe within 10 working days;
- The 'complaint recipient' party is expected to respond within ninety days unless it provides rationale for an extension;
- The CEO of the 'complaint' party is expected to bring the complaint and supporting information to the Steering Committee which will monitor the response for the information and/or discussion by members of all parties.

6.3 The options for dealing with an **unresolved conflict** between the parties include:

- The CEO's of the parties are expected to facilitate discussions;
- Discussion at the Inter-municipal Cooperation Forum to resolve the matter;
- Retain a third party to facilitate a resolution process;
- Appoint a third party arbitrator to hear and decide on the matter; and/or
- Agree to a legal proceeding to decide on the matter.

6.4 A party (or service authority) must notify the other parties of **service changes** that they intend to implement that reflect:

- Modifications to service contract conditions;
- A significant change in an existing policy or a new proposed policy;
- An intended reallocation of monies to a shared services contract; and
- Adjustments to service levels that are not reflected in the contract.

6.5 Service contracts involving a **third party** or **service authority** will include:

- Responsibility for regular communication with the third party;
- A mechanism to deal with complaints from any party or service authority;
- Notification requirements to propose service adjustments; and
- Accountability for monitoring and achieving defined success indicators.

7.0 CONDITIONS

7.1 Any party may **withdraw** from this protocol with six (6) months notice to all parties.

7.2 The purpose of **notices** is to provide the parties with timely and sufficient information to facilitate opportunities for cooperation and resolution of issues arising.

7.3 The purpose of **referrals** is to provide parties with timely and sufficient information for consultative dialogue, prior to any of the parties making a decision which may impact upon any of the other parties.

7.4. Notices and referrals referred to in the Communications Protocol shall be **delivered in writing** to:

THE County of Brazeau
c/o Marco Schoeninger

_____

_____

Email: MSchoeninger@brazeau.ab.ca

Telephone: (780) 542-7777

THE Town of Drayton Valley
c/o Manny Deol

_____

_____

Email: mdeol@town.draytonvalley.ab.ca

Telephone: (780) 514-2200

THE Village of Breton
c/o Terry Melonkamp

_____

_____

Email: cao@village.breton.ab.ca

Telephone: 780-696-3636

7.5 Nothing in this Protocol shall be construed as to fetter the legislative discretion of the parties within their respective jurisdiction, or to oblige any party to pursue an action, the application of any laws, statutory or otherwise;

7.6 It is acknowledged that the spirit of this Protocol will be reflected in each of the party's best efforts rather than any enforceable obligations to implement its terms and conditions.

7.7 The Protocol may be amended upon agreement of all parties.

As evidence of their agreement to the above terms, the parties have executed this Communication Protocol as set out below:

ASSENTED TO THIS __ DAY OF_____, 2014 BY:

_____	_____
Acting Reeve Shirley Mahan **COUNTY of BRAZEAU**	Mayor Glenn McLean **TOWN of DRAYTON VALLEY**
_____	_____
Division 2 Councillor Rita Moir **COUNTY of BRAZEAU**	Councillor Fayrell Wheeler **TOWN OF DRAYTON VALLEY**
_____	_____
Division 3 Councillor Marc Gressler **COUNTY of BRAZEAU**	Councillor Dean Shular **TOWN OF DRAYTON VALLEY**
_____	_____
Division 4 Councillor Kara Westerlund **COUNTY of BRAZEAU**	Councillor Nicole Nadeau **TOWN OF DRAYTON VALLEY**
_____	_____
Division 5 Councillor Anthony Heinrich **COUNTY of BRAZEAU**	Councillor Deb Bossert **TOWN OF DRAYTON VALLEY**
_____	_____
Division 6 Councillor Maryann Thompson **COUNTY of BRAZEAU**	Councillor Graham Long **TOWN OF DRAYTON VALLEY**

_____
Mayor Darren Aldous
VILLAGE OF BRETON

_____
Councillor Jessica Doucette
VILLAGE OF BRETON

_____
Councillor Kimberly Plaquin
VILLAGE OF BRETON

_____
Councillor Anne Power
VILLAGE OF BRETON

_____
Councillor Janet Young
VILLAGE OF BRETON

SECTION:	8

AGENDA ITEM: 8.5	**Economic Development and Tourism Workshop Follow-Up Action List**
Department:	**Administration**
Presented by:	**Councillor Long**
Support Staff:	**Manny Deol**

BACKGROUND:

As a part of the Town's intermunicipal cooperation with Brazeau County, Town Council and Senior Administration participated in a Joint Economic Development & Tourism Workshop on December 19, 2014. The intent of this workshop being to assist in making strategic choices using priority-setting criteria with short-term action plans consistent with organizational resources for regular monitoring. The attached Follow-Up Action List (FUAL) summarizes various activities established in early September 2014 and is updated to reflect discussions on December 19, 2014.

The primary goals were determining essential and discretionary services, as well as ways to maximize efficiency and ensure a balanced service delivery capacity. The "When" dates adjacent to the various activities are intended as an optimum goal, recognizing these dates are live and directly impacted by such factors as the availability of human, financial and informational resources.

The FUAL is presented for council to accept as information.

MOTION:

I move that Council accept the attached Economic Development and Tourism Workshop Follow-Up Action List as information.

REGIONAL COOPERATION
FOLLOW-UP ACTION LIST

ACTIVITY	**WHO** (CAO Lead)	**WHEN**	**NOTES**
COMMUNICATION			
Annual Protocol Review	Annual Forum	Feb.	2015 – awaiting resolution response from Town/Village
SHARED SERVICES			
EPAC Funding Agreement	CAO's (Marco)	Oct.	Negotiations underway to final terms
Animal Control Options	Councils (Manny)	Feb.	
Airport Agreement Review	Councils (Manny)	Mar.	
Bylaw Enforcement: Land Use Alignment	CAO's (Marco)	June	LUB underway
Cemetery Business Plan	Councils (Manny)	Mar.	
ADVOCACY			
Foreign Worker Program	*Mayor G. McLean*		
JOINT CAPITAL			
Joint Capital List endorsement	Councils (Marco)	Oct.	Included during budget discussions.
Sewer Trunk: Building Canada Grant	Councils (Manny)	Jan.	
School Bus Hub Construction	Councils (Manny)	Nov.	
Water Plant Funding Agreement	CAO's (Manny)	Oct.	
Infiltration Study	CAO's (Manny)	Jan.	Review
26th Ave Design & Cost: Cost Sharing	Councils (Marco)	Feb	Underway
CETC Background & Business Plan	Councils (Manny)	Feb.	Review
Multiplex Concept	Councils (Marco)	Feb.	Review
Reservoir: Building Canada Grant	Councils (Marco)	Feb.	
Long Term Regional Capital Plan		*nd*	
REGIONAL STRATEGIES			
Regional Recreation Master Plan: ToR	Councils (Marco)	Feb.	
Housing Authority - Funds - Task Force - Strategy	Councils Councils (Manny) Authority	Feb. Jan Sept	Local Government Role?
Offsite Levy Review: funding agreement - Report	CAO's (Manny)	Oct. May	
Long Term Financial Viability	Councils (Marco)	Sept.	Grant request
Offsite levy Review: Cost Sharing	CAO's	Oct.	
Regional Branding Strategy: Focus	Tri-Group (Marco)	March	
Tourism Authority - Funds - Start-up - Strategy	Councils (Marco) Councils (Marco) Authority	Feb. March Sept.	

SECTION:	8

AGENDA ITEM: 8.6	**Council Policy Updates**
Department:	**Administration**
Presented by:	**Councillor Shular**
Support Staff:	**Chandra Dyck**

BACKGROUND:

Administration has reviewed the following existing Policies to assess them in regards to the current practices and needs of the municipality:

- Council Meetings/ Agendas/Public Hearings Policy C-01-13
- Management Committee Policy C-01-97
- Boards and Committees to Council Policy C-05-97
- Appointment of Deputy Mayor Policy C-04-97

Updated versions of these Policies are now being presented to Council for adoption. Some of the updates include the change of the "Management Committee" name to "Governance and Priorities Committee" and the practice regarding the chairing of that Committee; in addition, with the change to the term of Council from three years to four years, some adjustments were required to the Appointment of Deputy Mayor Policy. While the Council Meetings/Agendas/Public Hearings Policy was amended in September 2013, amendments to the times and locations of Council meetings necessitated amendment of this Policy, and some amendments to the layout of the Policy were made.

Each of these Policies will help to streamline the activities of the Town, by establishing best practices and a minimum standard that we expect.

MOTION:

I move that Council approve the following Policies as presented:

- Council Meeting, Agenda and Public Hearings Policy C-02-14
- Appointment of Deputy Mayor Policy C-03-14
- Governance and Priorities Committee Policy C-04-14
- Boards and Committees to Council Policy C-05-14

TOWN OF DRAYTON VALLEY

Subject:	Council Meeting, Agenda and Public Hearings Policy	Policy:	C-02-14
Department:	Council		
Approval Date:		Review Date:	
Associated Policies:	Governance and Priorities Committee Policy Boards and Committees to Council Policy		

Council Meeting, Agenda and Public Hearing Policy

Purpose

The purpose of this Policy is to aid Council in conducting meetings through a structured process and arriving at decisions when items are presented before them at a Council Meeting. In the process of preparing Council Agendas, it is important that all pertinent information is included so that Council may make informed decisions. This Policy is established to set out the process for input from Town Administration and citizens, and to ensure that documentation, research and background information is available to Council.

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I. REGULAR COUNCIL MEETING PROCEDURE

Process and Timing

1. Any item to appear on a Council Agenda can be initiated by the Mayor or Council, citizens at large, interest groups or Administration, through a written submission to the office of the Town Manager.

2. The issue may be referred to Town Administration and agencies for research, input and recommendations, depending upon the nature of the issue. Discretion will be exercised by the Town Manager in determining the amount of information needed and any referrals to be made.

3. Once all information, including recommendations, is collected and compiled into a 'Report to Council' and provided to the Executive Assistant, the item may proceed to the next available Council Agenda.

4. All Reports to Council must be presented to the Executive Assistant a minimum of one (1) week prior to the Council meeting date.

Time, Date and Location of Meetings

Council will hold regular meetings on the dates established at the annual Organizational Meeting. If a regular Council meeting falls on a statutory holiday, the meeting will take place on the next business day. There will be no regular meeting in the month of October prior to a General Municipal Election.

Regular Council Meetings will be held in Council Chambers at the Drayton Valley Civic Centre.

Any change to the time, date or location of a regular Council Meeting shall be approved by a Motion for change with a two-thirds vote. Motions must be made at a regular Council meeting at least three (3) weeks prior to the meeting date, time or location which is subject to the change, to allow Administration the ability to advertise the change.

Regular Meetings

Regular Council meetings will begin at 9:00 am and adjourn by 2:30 pm in the case of daytime meetings. In the case of Regular Council meetings, as approved by Council to occur in the evening, meetings will begin at 6:00 pm and adjourn by 10:00 pm, unless Council passes a Motion by a two-thirds vote to complete discussing an item. If necessary to continue the Council meeting, it will reconvene on the date and time decided upon by Council by a two-thirds vote.

Public Hearings

Public Hearing meetings will be part of the regular Council meeting. A separate set of Minutes shall be recorded for each individual Public Hearing.

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Cancellation
Council may cancel any meeting if notice is given as set out in the *Municipal Government Act*.

Quorum
Quorum is a majority of Council members.

If there is no quorum within half an hour after the time set for the meeting, the Town Manager will record the names of the Councillors present and the meeting will be adjourned to the time of the next regular Council meeting. The Agenda for the adjourned meeting will be dealt with at the beginning of the next regular meeting, unless a Special meeting is called before or after the next regular Council meeting to deal with the business of the adjourned Meeting.

Commencement of Proceedings
As soon as there is a quorum after the time for commencement of a Council meeting:

1. the presiding officer must take the chair and begin the meeting; or

2. if the Mayor, Deputy Mayor and the Acting Mayor are absent, the Town Manager must begin the meeting by calling for a Motion for the appointment of a presiding officer.

Order of Business
The order of business at a meeting is the order of the items on the Agenda, except:

1. when a previous meeting has been adjourned for lack of quorum and no Special meeting has been called to deal with the business of the adjourned meeting, the Agenda items from the adjourned meeting must be dealt with before any items on the current Agenda;

2. when Council alters the order of business for the convenience of the meeting by a two-thirds vote; or

3. when the same subject matter appears in more than one (1) place on an Agenda and Council decides, on Motion, to deal with all items related to the matter at the same time.

Council need not deal with any item on the Agenda if no Motion is made about it.

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II. SPECIAL COUNCIL MEETING PROCEDURE

Special Meetings

The Mayor may call a Special Council meeting at any time and must do so if a majority of Councillors so request in writing (such written request must include a statement of the purpose of the meeting).

A Special meeting requested by Councillors must be held within fourteen (14) days after the request is received.

Notice of Special Meetings

Notice in writing specifying the time, date, location and purpose of the meeting must be delivered or emailed to each Councillor at least twenty-four (24) hours before the Special meeting. The Town Manager will post, at least twenty-four (24) hours before the Special meeting, a notice of the meeting in the Council Chambers and on the Town's website, and will give any other notice to the public as directed by Council.

Special Council Meetings will be held on the date and at the time and location specified in the 'Notice of the Special Council Meeting'. If a matter is not specified in the Notice of the Special Council Meeting, it may not be dealt with unless all Councillors are present and Council passes a Motion, by majority vote, to deal with the matter.

Shorter Notice of Special Meetings

Despite the foregoing, the Mayor may call a Special Council meeting on shorter notice, and without providing notice to the public, provided all Councillors are notified of the Meeting and two-thirds of Councillors give written consent to holding the meeting, prior to the commencement of the meeting.

Electronic Meetings

Council and Committees may conduct meetings by means of electronic or other communication facilities under any Policies adopted by Council.

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III. AGENDA PROCEDURE

Agenda Distribution

The Town Manager will deliver copies of the Agenda and reports to the Mayor and Councillors by way of electronic mail not less than four (4) clear days before each regular Council Meeting. Reports and supplementary materials that are received too late to be included on the Agenda, or that are intended for Special Council meetings, will be made available as soon as reasonably possible.

The Town Manager will make the Agenda and all reports and supplementary materials (unless they must or may be withheld under the *Municipal Government Act*, or any Bylaw dealing with access to information) available to all Town Officials, Administration, media representatives and the general public.

Adoption of Agenda

At the commencement of the meeting, the presiding officer shall ask for any additions or deletions to the Agenda as presented. A Motion followed by a two-thirds vote for approval of the Agenda (with or without additions or deletions) shall be required in order to proceed with the meeting.

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IV. MINUTES AND RECORDINGS OF MEETINGS

Taking of Minutes

The Town Manager must ensure the preparation of all Council Minutes, which shall include:

1. all decisions and other proceedings;

2. the names of the Councillors present at and absent from the meeting;

3. the names of the Councillors voting for an against all Motions and of those who are absent for the vote;

4. any abstentions made under the *Municipal Government Act* by a Councillor and the reasons for the abstention; and

5. the signatures of the presiding officer and the Town Manager .

Adoption of Minutes

The Minutes of each meeting must be circulated prior to the meeting at which they are to be adopted. If there are errors or omissions, Council must:

1. pass a Motion to amend the Minutes; and

2. adopt the Minutes as amended.

If there are no errors or omissions, Council must adopt the Minutes as presented.

Recording of Meetings

Except for portions of regular Council meetings held 'in camera' and some Special Council meetings, the Town Manager will make a re-playable audio/video recording of all Council meetings. No one shall be entitled to make any changes to the recordings.

Recordings may only be transcribed by Resolution of Council unless they are required by Council as a whole. Any transcript of the recordings authorized by Council must be prepared under the direction of the Town Manager. Anyone other than a Councillor requesting a transcript will be required to pay a fee established by the Town Manager.

The Town Manager must retain all audio/video recordings of regular Council Meetings for three (3) years from the date of the meeting.

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V. RULES GOVERNING DEBATE

Order of Speakers
The Chair will determine the speaking order when two (2) or more Councillors wish to speak, subject to Challenge.

Address Presiding Officer
Councillors must address the Chair when speaking.

Interruptions
Councillors who have been assigned their turn to speak may only be interrupted by other Councillors, including the Chair,:

1. when a Councillor is discussing a subject and no Motion is on the floor;
2. when a Councillor has exceeded the time limit to speak;
3. by a call for Orders of the Day;
4. by a Point of Privilege;
5. by a Point of Order;
6. by an objection to the consideration of a Motion; or
7. by a Challenge.

Councillor Called to Order
A Councillor who is called to order must immediately stop talking, but must be given an opportunity to Challenge before debate is closed. Council will decide the Challenge without debate.

Prohibited Acts
Councillors must not:

1. speak disrespectfully of the Sovereign or any of the Royal Family, or of the Governor General or of the Lieutenant Governor, or of any member of any other governing body of Canada or Council;
2. use offensive words in Council Chambers;
3. discuss a vote of Council, unless to move to reconsider, renew or rescind;

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4. break the rules of Council or disturb the proceedings; or

5. disobey the decision of the Chair or of the Council on any question of order, practice or interpretation.

Request to have Motion Considered

A Councillor may require that the Motion being considered be read at any time during debate, but must not interrupt the speaker.

Number of Speakers

Councillors may speak only twice on any Motion, once in debate and once to ask questions. However, Council may give permission to speak again.

Time Limits

Each Councillor may speak for only five (5) minutes:

1. by asking questions on a Motion;

2. in debate on a Motion;

3. by asking questions on an amendment;

4. in debate on an amendment; and

5. in reply, when the Councillor is the mover of the Motion;

unless Council gives permission, by a two-thirds vote, to speak for an additional five (5) minutes.

Opportunity to be Heard

Each Councillor will be given an opportunity to speak to a Motion before it is put to a vote, unless a Motion is passed to limit or end debate.

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VI. MOTION PROCESS

Notice of Motion

A Councillor may make a Motion introducing a new matter only if:

1. notice is given at a Council meeting held at least seven (7) clear days before the meeting and a legible copy of the content of the notice is made available to the Town Manager; or

2. Council passes a Special Resolution dispensing with notice.

Detailed Notice of Motion

A notice of Motion must give sufficient detail so that the subject of the Motion and any proposed action can be determined, and it must state the date of the Meeting at which the Motion will be made. A notice must be given without discussion of the matter, but any written copies distributed may include explanatory paragraphs.

Delay in Presenting Motion

If a Motion is not made at the meeting indicated in the notice, it will appear on the Agenda for, and may be made at any of the next two (2) regular meetings. After the third regular meeting, it will be removed from the Agenda and may only be made by a new notice of Motion.

Style and Presentation of Motions

All Motions must be concise and unambiguous and must either be given in writing or dictated to the Town Manager. No Motion bringing a new matter before Council may be made while any other Motion is pending.

Recommendations are Not Motions

A Motion must be made on any Agenda item before it is discussed. A recommendation in a report does not constitute a Motion until a Councillor has expressly moved it.

Withdrawal of a Motion

Once a Motion has been moved and stated by the Chair it is in the possession of Council and may not be withdrawn without unanimous consent of all Councillors present at the meeting.

Repeating Motions

A Motion which has been superseded or withdrawn has not been in the possession of Council and may be repeated unless it has been ruled out of order because it is improper.

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Put by the Chair
All Motions must be put by the Chair before a vote is taken.

Postpone a Motion Indefinitely
A Motion to postpone indefinitely is debatable and debate may deal with the merits of the Motion being postponed.

A Motion postponed indefinitely may only be brought back after:

1. more than one (1) year from the date of the postponement has passed;

2. a General Municipal Election; or

3. a Special Resolution is passed allowing it to be brought back.

Postpone a Motion to a Definite Time
A Motion to postpone to a definite time may be made at any time during debate. The Motion to postpone to a definite time is only debatable as to advisability of the postponement and is amendable only as to the time specified.

If a Motion is postponed to a definite time it will take priority over all other unfinished business at that time, but it may not be brought back before that time without a Special Resolution.

Amendments
An amendment proposed to a Motion must be relevant to its subject matter and must not propose a direct negative of the Motion.

Amendment to Amendments
Only one (1) amendment to a Motion may be before a meeting at any time, but an amendment to the amendment may be before the Meeting at the same time. The amendment to the amendment must be voted on before the amendment.

An amendment to an amendment must be relevant to the amendment.

Debatability of Amendments
Councillors may debate the merits only of the amendment, not the merits of the Motion it is applied to.

Referral Motions
A Councillor may move to refer any Motion to the appropriate Council Committee or to Administration for investigation and report, and the Motion to refer:

1. will preclude all further amendments to the Motion;

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2. is debatable; and

3. may be amended only as to the body or membership of the body to which the Motion is referred and the instructions on the referral.

Response to Referral

When a response to a referral is before Council, the Motion under consideration will be the Motion which is referred, including any amendments made prior to the referral.

Status Report on Referrals

If a Council Committee or Administration is unable to present a report within the time required, the Chair of the Council Committee or the Town Manager must provide Council with a verbal status report.

Referrals Refused by the Chair

The Chair may refuse to accept a Motion to refer, which would have the effect of defeating the Motion to which it applies (for example, due to time constraints).

Limiting or Ending Debate

Any Motion to limit or end debate, including a Motion for the previous questions,:

1. cannot be debated;

2. must be passed by a two-thirds vote; and

3. may only be amended as to the limit to be placed on the debate.

Motion for the Previous Question

If the previous question is moved, the Chair must state that the previous question has been moved and immediately take the vote on the Motion for the previous question.

Unless a Motion to table is made, when a Motion for the previous question is carried, the Motion to which it applies must be put without further debate or amendment.

Motion to Table

A Motion may be tabled to enable Council to deal with other more pressing matters. A Motion that has been tabled may be brought back at any time by a majority vote and when brought back, it will take precedence over other new Motions.

All Connected Motions Tabled

A Motion to table is not debatable and takes precedence over all other Motions connected with the Motion being tabled, which are tabled along with the Motion.

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Take from the Table
Any Councillor may move to take a Motion from the table, provided no other Motion is on the floor.

A tabled Motion is brought back with all of the Motions connected with it, exactly as it was when laid on the table.

The Motion to take from the table is not debatable or amendable and requires only a majority vote.

If a Motion to take a Motion from the table is defeated, it may only be made again after other business has intervened.

A Motion may be taken from the table at any regular Meeting, but not at a Special Meeting unless prior notice was given.

If a question is not taken from the table:

1. within one (1) year after the date that it was tabled; or

2. prior to the General Municipal Election held after it was tabled.

it may not be taken from the table but may be made only as a new Motion.

Motions Disallowed
If a Motion is contrary to the rules and privileges of Council, the Chair may refuse to accept it and must cite the rule or authority applicable without other comment.

Privileged Motions
The following Motions are privileged Motions and may, if the Chair determines that they are of overriding importance, interrupt the debate on another Motion:

1. a call for Orders of the Day;

2. a Point of Privilege;

3. a Motion to excuse a Councillor from voting;

4. a Motion to recess;

5. a Motion to adjourn; and

6. a Motion to fix the time to adjourn.

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Point of Privilege

A Councillor may raise a Point of Privilege to remedy any pressing situation at any time. The Chair must immediately decide whether to accept the Point of Privilege. If accepted, it must be dealt with immediately.

Motion on Point of Privilege

If a Motion is made resulting from an accepted Point of Privilege, it is not debatable or amendable.

Any Councillor may move that Council recess for a specific period. After the recess, business will be resumed at the point when it was interrupted. This Motion may not be used to interrupt a speaker.

A Motion to recess may be amended only as to length of time, but neither the Motion nor the amendment are debatable.

Objection to Consideration of a Motion

A Councillor may move to object to the consideration of a Motion prior to any debate on the Motion and the Chair must state the question "Will the Motion be considered?"

A Motion to object to the consideration of the Motion is not debatable or amendable. The Motion objected to will be heard unless there is a two-thirds vote against hearing it.

If Council passes a Motion to object to the consideration of a Motion, the Motion objected to may be brought before Council only by renewal in accordance with this Policy.

Dividing Motions into Parts

A Councillor may request that a Motion be divided if it contains parts which stand as complete propositions. Council must then vote separately on each proposition.

Motions Previously Considered

Once Council has dealt with any matter, a Motion that would have a similar result may not be made.

Reconsidering Motions

A Councillor who voted with the prevailing side may move to reconsider a Motion only at the same meeting or during any continuation of the meeting at which it was decided.

Reconsideration Not Allowed

A Motion to reconsider may not be applied to:

1. any vote which has caused an irrevocable action; or

2. a Motion to reconsider.

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A Motion to reconsider is only debatable when the Motion being reconsidered is debatable.

Rescinding and Renewing Motions

A Motion to rescind a Motion which has been passed or to renew a defeated Motion may be offered subsequent to the meeting at which the Motion was passed or defeated if the rescinding or renewal Motion is:

1. made by a Councillor who voted with the prevailing side;

2. brought more than one (1) year after the date of the original Motion; or

3. brought after a General Municipal Election which has taken place since the date of the original Motion.

Notice of Rescission or Renewal

Notice of a Motion to rescind or renew a Motion must be given or dispensed with pursuant to provisions of this Policy.

Rescission Not Allowed

No Motion to rescind may be made when:

1. a vote has caused an irrevocable action; or

2. a decision has been made to rescind or reconsider a Motion.

Motions for Adjournment Process

Adjournment

A Motion to adjourn is not debatable or amendable. Council will take up a Motion pending at the time of adjournment as the first item under unfinished business at the next Meeting.

Notices of Motion Given Prior to Adjournment

Before putting the Motion for adjournment, the Chair must allow an opportunity for any notices of Motion to be given.

Adjournment of Regular Meeting

A Motion to adjourn a regular meeting requires a majority vote, unless Orders of the Day provide for a later adjournment and business remains unfinished, in which case, a two-thirds vote is required.

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Approval Date:		Review Date:	

VII. VOTING PROCESS

Motion Carried
A Motion will be carried when a majority of Councilors present at a meeting vote in favour of the Motion.

Tie Vote
A Motion is lost when the vote is tied.

Failure to Vote
Any Councillor who fails to vote will be recorded as having voted in the affirmative, unless a statute expressly allows or requires an abstention.

Loss of Quorum
If a Motion cannot be voted on because there would be no quorum due to any abstention allowed or required by statute, then the matter will be dealt with as unfinished business and proceeded with at the next regular Meeting of Council. If Council is unable to achieve quorum at any meeting on an issue due to allowable abstentions, then Council must ask the Minister of Municipal Affairs for an Order under the *Municipal Government Act*.

Voting Procedures
Votes on all Motions must be taken as follows:

1. Councillors must be in their designated Council seat when the Motion is put;
2. the Chair must put the Motion;
3. Councillors must use the electronic or computerized voting system, if it is available;
4. if the electronic or computerized voting system is unavailable, votes must be taken by show of hands, unless a Councillor is participating by using a communication facility, in which case he or she may vote verbally; and
5. the Chair must declare the result of the vote.

No Change to Vote
After the Chair declares the result of a vote, Councillors may not change their vote for any reason.

Silence Once Question is Put
From the time the question is put by the Chair until the result of the vote is declared, Councillors must be silent and must not leave their seats.

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VIII. DUTIES OF THE CHAIR

Chair to Maintain Order
The Chair must preserve order and decorum and decide all questions of procedure.

Citing Reasons for Decisions
When the Chair makes a decision on a question of procedure, except a Parliamentary Inquiry, he or she must provide a reason for the decision.

Leaving Chair
If the Chair wishes to leave the chair for any reason, he or she must call on the Deputy Mayor, or in his or her absence, the Acting Mayor, or in the absence of both, any other Councillor, to preside.

Granting Permission to Approach Council
Anyone who is not a Councillor is not allowed to approach the Council bench or to speak to any Councillor without the Chair's permission

Rulings of the Chair

Point of Order
A Point of Order which requires immediate attention may interrupt a speaker and is not debatable or amendable. The Chair must rule on a Point of Order and no vote will be taken unless there is a Challenge.

Motion to Challenge
Any ruling of the Chair may be challenged.

A Motion to Challenge may be made only at the time of the ruling, whether or not another speaker has the floor.

A Motion to Challenge is debatable unless it relates to decorum, the priority of business or an undebatable pending Motion.

If a Motion is made to Challenge, the Chair must state the question "Is the ruling of the Chair upheld?", and may participate in debate on the Challenge without leaving the Chair.

If the Chair refuses to put the question on a Challenge, the person who would preside if the individual occupying the Chair were absent must put the question to Council.

Unless there is a two-thirds vote against it, the ruling of the Chair will be upheld.

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IX. DISCIPLINARY PROCEDURES

Calling Councillor to Order
The Chair may call to order any Councillor who is out of order.

Naming a Councillor for an Offence
When a Councillor has been warned about breaches of order but continues to engage in them, the Chair may name the Councillor by stating his or her name and declaring the offence. The Town Manager must note the offence in the Minutes.

Effect of Naming Councillor
If a Councillor who has been named:

1. apologizes and withdraws any objectionable statements then:

    a. that Councillor may remain and continue participating in the Meeting; and

    b. the Chair may direct that the notation of the offence be removed from the Minutes; or

2. fails or refuses to apologize, then that Councillor must immediately leave Council Chambers and Council must vote on a Motion to expel that Councillor.

A Motion to expel must be decided without debate.

Removal of Councillor
If a Councillor has been expelled from a meeting, that Councillor must then immediately leave Council Chambers. The Chair may order the RCMP to remove an expelled Councillor if that Councillor does not leave voluntarily.

Disturbance by Public
The Chair may order any member of the public who disturbs the proceedings of Council by word or actions to be expelled. A person who refuses to leave is guilty of an offence and the Chair may order the RCMP to remove the person.

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X. PUBLIC AND PRIVATE MEETINGS

Public Meetings

Council and Council Committee meetings will be held in public and no person may be excluded except for improper conduct.

Private Meetings

Council or a Committee may, by Resolution, meet privately to discuss any matter within the following categories:

1. commercial information that, if disclosed, would:
    a. likely prejudice the commercial position of the person who supplied it;
    b. prejudice the Town's activities or negotiations;
    c. allow the information to be used for improper gain or advantage; or
    d. reveal a trade secret;
2. confidential information that, if disclosed, would:
    a. likely prejudice the future supply of similar information or advice;
    b. prejudice the Town's activities or negotiations;
    c. prejudice health and safety;
    d. improperly pressure or harass Councillors or employees; or
    e. breach legal professional privilege;
3. personal information about identifiable individuals, unless it is disclosed:
    a. for the purpose obtained;
    b. for a consistent purpose; or
    c. it must be disclosed for the Town to carry out its duties and functions;
4. deliberative information and draft reports that will likely be publicly released in final form in due course;

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5. information that, if disclosed, could prejudice security and maintenance of the law;

6. information about assessments and taxes;

7. information placed before a Council or a Council Committee Meeting that is closed to the public, when the information will later be placed before a Meeting in public; and

8. information that cannot be released under any statute.

No Resolutions in Private

The only Resolution that can be passed in a private Council or Committee meeting is a Resolution to revert to a public meeting.

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XI. COMMITTEE OF THE WHOLE PROCESS (COMMONLY REFERRED TO AS 'GOVERNANCE AND PIRIORTIES ("G&P") COMMITTEE')

Motion to Resolve into G&P Committee

Any Councillor may move that Council resolve into a G&P Committee to consider any matter.

Chair of the G&P Committee

If the Motion to resolve into a G&P Committee is carried, the presiding officer will leave the chair and call upon the Deputy Mayor, or in his or her absence, the Acting Mayor, or in the absence of both, any other member of Council, to preside over the G&P Committee.

Quorum

Quorum of G&P Committee is majority of Councillors.

Rules of Procedure in a G&P Committee Meeting

Procedures in a G&P Committee meeting only differ from Council's in that:

1. Councillors may speak more than once, provided that all Councillors who wish to speak to the matter have been permitted to speak;

2. The proceedings will not be recoded except the report to Council;

3. The only Motions permitted are:

    a. to adopt reports or recommendations and to recommend amendments;

    b. to amend its own reports or recommendations;

    c. to rise without reporting; or

    d. to rise and report.

Rise and Report

A Motion to rise and report may be made at any time and must be decided upon or will be considered lost.

Rise without Reporting

A Motion to rise without reporting is always in order and takes precedence over any other Motion when Council is in a G&P Committee. Debate is allowed and, if the Motion to rise without reporting is passed by a two-thirds vote, the Motion that was on the floor is lost, the presiding officer will take the chair and the Council meeting will resume.

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Adopting Recommendations

Any Councillor may move to adopt the recommendations of the G&P Committee and debate will only be allowed on any amendment proposed by the G&P Committee.

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XII. COUNCIL COMMITTEES

Establishing Committees
Standing Committees of Council will be established and appointed each year at the October Organizational Meeting.

Appointing Special Committees
Council may appoint Special Committees of one (1) or more Councillors to undertake specific tasks.

Appointing Council Committees
Council may appoint Council Committees comprised of Councillors, Town employees, or any other individuals to investigate and report to Council or a Standing Committee about any matter.

Council Responsibilities on Appointing Committees or Task Forces
When a Special Committee or Council Committee is appointed, Council must:

1. name it;
2. establish Terms of Reference;
3. establish the term of appointment, or direct that the Special Committee or Task Force exists at the pleasure of Council;
4. establish requirements for reporting to Council or a Standing Committee; and
5. allocate any necessary budget or other resources.

Membership of Standing Committees
Committees will be as per a Resolution or a Bylaw set by Council.

Membership will rotate among Councillors, except the Mayor, so that during a term of office, each Councillor, except the Mayor, serves for a total of not less than one (1) year on a Committee.

If a Councillor vacates the office of Councillor during the term of office:

1. the person elected as Councillor in a by-election must take the place of the vacating Councillor in the rotation schedule of Committee membership until the next General Municipal Election; or
2. if no by-election is held, Council may appoint another Councillor to fill the vacancy.

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All Councillors may attend any meeting of a Standing or Special Committee and participate in debate, but may not make Motions or vote.

Quorum
Quorum of Committee is a majority of members.

Mayor is Ex Officio Member
The Mayor is a member, by virtue of office, of all Committees unless Council has decided that the Mayor is an actual member of that particular Committee. If the Mayor is a member by virtue of office and is present at a Committee Meeting, the Mayor must be counted to determine quorum and has all of the rights and privileges of the other Committee members, including the right to make Motions and to vote.

Alternate Members for Quorum
If quorum is not possible because of the absence of one (1) or more members of a Standing or Special Committee, any Councillor present at the Standing or Special Committee meeting will become an alternate member of the Committee and will be counted to determine quorum. If more than one (1) Councillor is present, priority for selection as an alternate member will be determined in accordance with the Deputy Mayor rotation schedule, beginning with the Deputy Mayor. Alternate membership will cease when there is a quorum of members regularly appointed under this Policy.

Authority of Standing Committees
Standing Committees have full authority to exercise or perform any power or duty delegated by Resolution or Bylaw.

Direct Reporting to Council
Any Standing Committee may submit its reports directly to Council. Reports will be included in regular Council Agendas for acceptance as information.

Appropriate Funding
Standing Committees must not appropriate, expend or direct the expenditure of any money not provided for in the budget approved by Council or by a special or supplementary budget adjustment approved by Council.

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XIII. BYLAWS

Notice of Proposed Bylaw

The Bylaw number and the short title of a proposed Bylaw must be included on the Agenda, and the Town Manager must provide all Councillors with a copy of the proposed Bylaw prior to any Motion for first reading.

First Reading

A proposed Bylaw must be introduced at a Council meeting by a Motion that "Bylaw Number (specify the number assigned by the Town Manager) be given first reading". Council may hear an introduction of the proposed Bylaw from Administration.

Second Reading

After first reading has been given, any Councillor may move that "Bylaw Number (specify the number assigned by the Town Manager) be given second reading".

Third Reading

After second reading has been given, any Councillor may move that "Bylaw Number (specify number assigned by the Town Manager) be given third and final reading".

Number of Readings Allowed at a Meeting

Council may not give a Bylaw more than two (2) readings at a meeting unless all Councillors present at the meeting vote in favour of allowing a third reading at the meeting.

Failure of a Reading

If any reading of a proposed Bylaw fails:

1. any previous readings are rescinded; and

2. first reading of the proposed Bylaw may not be dealt with again except in accordance with the *Municipal Government Act*.

Effective Date

A Bylaw is effective from the beginning of the day it is given third reading and signed, unless the Bylaw or any applicable statute provides for another effective date.

Signing and Sealing Bylaws

The Mayor or presiding officer must sign and the Town Manager, or person acting as Town Manager at the meeting, must sign and seal the Bylaw as soon as reasonably possible after third reading is given.

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Amendment and Repeal

Once a Bylaw has been passed, it may only be amended or repealed by another Bylaw made in the same way as the original Bylaw, unless another method is specifically authorized by statute.

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XIV. STATUTORY AND NON-STATUTORY HEARINGS

Non-Statutory Hearings

Persons Wishing to Address Council

If a person or an organization wishes to speak to Council or a Committee on any matter for which a Public Hearing is not required by statute, that person must notify the Town Manager in writing and must state the reason for the request to speak.

Referral by Town Manager

After receiving the request to speak, the Town Manager must:

1. refer the request to Administration for a report; and

2. arrange for the request to be considered in conjunction with the appropriate Agenda item.

Council Consideration of Request

Council may:

1. refer the matter to a Committee for a Hearing; or

2. determine whether to hear the person or an individual authorized to speak on behalf of an organization.

Committee Consideration of Request

A Committee must hear any person referred to it by Council. A Committee may refuse to hear a person making a direct request to be heard by that Committee.

Procedural Rules for Non-Statutory Hearings

After a Motion on a matter has been made and stated by the Chair, the following procedures will apply to non-statutory Hearings before Council or any Committee:

1. Administration will introduce the matter;

2. any Councillor may move that "(name of person) be heard";

3. if the Motion to hear the person is passed, that person will be allowed five (5) minutes to speak to the matter;

4. if more than one (1) person is to be heard, those in favour will speak first, followed by those opposed;

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5. after a person has spoken, any Councillor may ask the speaker relevant questions; and

6. any Councillor may ask Administration relevant questions after all persons granted permission to speak have spoken.

Statutory Hearings

Statutory Hearings Which May be Delegated by Council
When Council is permitted to delegate a hearing by statute, Council may delegate the responsibility to hold the Hearing to any Committee.

Time for a Statutory Hearing on a Bylaw
The Statutory Hearing on any proposed Bylaw or Resolution must be held before the Chair has put the Motion for second reading.

Rules for Statutory Hearings
Following the opening of a Statutory Hearing, the Chair must ask if anyone is present to speak to the proposed Bylaw or Resolution, and call for comments from the floor.

When No Speaker Present
If no one is present to speak to a proposed Bylaw which requires a Statutory Hearing, Council may see or hear any written submissions received by Administration. The Chair shall then declare the Statutory Hearing closed.

After the close of the Statutory Hearing, upon a Motion regarding the issue being made, Council may debate the proposed Bylaw or Resolution and may:

1. pass the Bylaw or Resolution;

2. make any necessary amendments to the Bylaw or Resolution and pass it without further advertisement or Hearing;

3. table the Bylaw or Resolution for decision at a future meeting; or

4. refuse the Bylaw or Resolution.

Abstention
A Councillor who was absent for all of a public Statutory Hearing on a proposed Bylaw or Resolution must not vote; a Councillor who was absent for a portion of a Statutory Hearing may choose not to vote. If a Councillor does not vote, the abstention must be recorded.

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Representatives

Written Authorization to Speak for Another

If a person is unable to attend a Hearing, that person may authorize an individual to speak on his or her behalf. The authorization must:

1. be in writing;
2. name the individual authorized to speak;
3. indicate the proposed Bylaw to be spoken to; and
4. be signed by the person giving authorization.

Statement of Authorization

The authorized speaker must state the name of the person that the speaker represents and must present the written authorization to the Town Manager.

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XV. COMMUNICATIONS

Requirements for Written Communication

Any written communication intended for Council or a Committee, which reaches the Town Manager must:

1. be legible and coherent;
2. be signed by at least one person who provides a printed name and address;
3. be on paper; and
4. not be libelous, impertinent or improper.

Town Management to Process Communications

The Town Manager shall:

1. refer the communication to Administration for a report or a direct response, and inform the Councillors;
2. if it relates to an item already on an Agenda, deliver a copy of the communication to Councillors with the Agenda or at the meeting;
3. send a copy of the communication or a summary of it to all Councillors; or
4. take any other appropriate action on the communication.

Advise Communicator

The Town Manager must make reasonable efforts to respond to the person sending the communication and to advise that person of any action taken on the subject of the communication.

Debate on Communications

Council may:

1. direct that any communication being withheld be forwarded to Council;
2. refer any communication to Administration for a report; or
3. give other instructions on the communication;

but they may not debate the subject of a communication without a two-thirds vote in favour of debate or without prior notice.

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Petitions

Any matter required to be brought to Council by way of a Petition must be supported by a Petition that complies with the *Municipal Government Act* or other applicable legislation.

Councillor's Communications

Councillors may present in writing:

1. Notices of Motion; and

2. Reports on any meetings attended or matters dealt with at the request of Council;

for inclusion on the Agenda, but they may not present any other written communications prepared by them or on their behalf.

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Definitions:

Within this Policy the following definitions shall apply:

1. *Administration* includes any and all individuals appointed as department managers or supervisors for the Town of Drayton Valley;

2. *Council* means the Council of the Town of Drayton Valley

3. *Executive Assistant* means the individual appointed to provide administrative support to the office of the Town Manager;

4. *Orders of the Day* means the order of business and time schedule for a Meeting of Council or a Standing Committee.
   Example:
   Call to Order
   Adopt Agenda
   Adopt Minutes
   Urgent Matters – Protocol Items
   Scheduled Delegations
   Unfinished Business – Protocol Items
   Unfinished Business
   New Business
   Decision Items
   Notices of Motion
   Administrative Reports
   Responses to and Status Report on Administrative Reports
   Councillor/Committee Reports
   Adjournment

5. *Notice of Motion* means written notice required for the following motions or items of business to be presented by a Councillor:
   a. motions for leave to present a Bylaw;

   b. motions for the appointment of a committee;

   c. motions for concurrence in committee reports;

   d. motions of instruction to committees;

   e. items to be considered during Committee of the Whole or in-camera sessions; and

   f. motions dealing with the conduct of the Mayor, Council(lors) or the Town Manager.

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6. *Point (or question) of Privilege* means a request made to the Chair or Council on a matter related to the rights and privileges of Council or individual Councillors which include:

   a. organization or existence of Council;

   b. comfort of Councillors;

   c. conduct of Town officials, employees or members of the public in attendance at the meeting;

   d. accuracy of the reports of Council's proceedings; and

   e. reputation of Councillors or Council.

7. *Rise or Motion to Rise* means, in respect to any standing Committee or special Committee, to cease functioning as a Committee, preparatory to making its final report to Council and go out of existence; In relation to Committee of the Whole (or Governance and Priorities Committee) the word *rise* applies to the Committee returning to the status of a Council meeting, whether that is anticipated to be temporary or permanent.

8. *Town Manager* means the individual appointed by Council to the position of Chief Administrative Officer for the Town of Drayton Valley or his or her appointed designate.

TOWN OF DRAYTON VALLEY

Subject:	Appointment of Deputy Mayor Policy	Policy:	C-03-14
Department:	Council		
Approval Date:		Review Date:	
Associated Policies:			

Appointment of Deputy Mayor Policy

Purpose

Under the requirements of the *Municipal Government Act*, Council is required to appoint a Deputy Mayor to handle the Mayor's duties during his or her absence. It has been determined that the position of Deputy Mayor be rotated between Councillors, and that each Councillor shall be provided with the opportunity to experience the position of Deputy Mayor throughout the term.

General Policy

The position of Deputy Mayor shall be held by Councillors on a rotating eight (8) month term. The order of Councillors being appointed to the position of Deputy Mayor shall be on the basis of the number of recoded election votes received by each Councillor, with the Councillor receiving the highest number of votes being duly appointed to serve the first term.

Council may choose to change the order of appointments, with the consent of the affected Councillors, and for a specific reason.

Prior to the expiration of each appointment, a resolution will be presented to Council for ratification of the next Deputy Mayor appointment.

This Policy, upon approval by Town Council, shall repeal and replace Policy C-04-97

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Mayor

TOWN OF DRAYTON VALLEY

Subject:	Governance and Priorities Committee Policy	Policy:	C-04-14
Department:	Council		
Approval Date:		Review Date:	
Associated Policies:	Council Meeting, Agenda & Public Hearing Policy		

Governance and Priorities Committee Policy

Purpose

The Governance and Priorities Committee (hereinafter referred to as "G&P") is established and will conduct business in accordance with the *Municipal Government Act*. Meetings of G&P are open to the public, and are designed to provide a setting for frank, open and free discussions between Councillors and senior staff on monthly activities and those items which are conceptual or deliberative in nature.

General Policy

1. G&P is comprised of all Councillors, the Mayor, senior Town staff and any resource people they wish to include.

2. The Councillor appointed as Deputy Mayor shall chair these meetings.

3. G&P has no power to make decisions, direct work or commit funds; this power rests with Council.

4. No formal minutes are kept of the proceedings, however notes are kept for reference purposes.

5. The operation of G&P is purposely kept informal to encourage an exchange of information and ideas.

6. The Town Manager, in conjunction with the Mayor and Deputy Mayor, sets the G&P agenda. Those individual must ensure that items coming before G&P fit the purpose of the meeting.

Subject:	Governance and Priorities Committee Policy	Sign off:	
Department:	Council		
Approval Date:		Review Date:	

This Policy, upon approval by Town Council, shall repeal and replace Policy C-01-97.

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Mayor

TOWN OF DRAYTON VALLEY

Subject:	Boards and Committees to Council Policy	Policy:	C-05-14
Department:	Council		
Approval Date:		Review Date:	
Associated Policies:	Council Meeting, Agenda and Public Hearings Policy		

Boards and Committees to Council Policy

Purpose

The purpose of this Policy is to provide guidance to Council and Administration regarding the operation of Committees, Boards and Commissions of the Town of Drayton Valley.

General Policy

1. All Boards, Committees and Commissions are considered to be advisory to Town Council unless otherwise stated in the Bylaw or Resolution governing that Board, Committee or Commission.

2. The Minutes of all Standing Committees are to be recorded by the senior staff present, or his or her designate, and shall be forwarded to the Town Manager to be considered at the next Council Meeting for action or information. The Chair of the Committee shall be given the first opportunity to speak to the items covered by the Minutes.

3. It is expected that the Councillor appointed to the Board, Committee or Commission shall ensure that the Minutes and Agenda of each Meeting are forwarded to all members of the Board, Committee or Commission and to Town Council. Any Councillor unable to attend a schedule Meeting of a Board, Committee or Commission to which he or she is appointed shall contact his or her alternate; in the absence or unavailability of the alternate, the appointed Councillor shall contact either the Mayor or the Town Manager to request assistance in designating an alternate member.

4. No member of Council shall give specific direction to any staff member at any Board, Committee or Commission Meeting. The responsibility for giving specific direction to staff shall rest with the full Council at a duly assembled Council meeting, unless otherwise delegated to the Town Manager.

Subject:	Boards and Committees to Council Policy	Sign off:	
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5. Board, Committee or Commission Meetings shall be recorded in sufficient detail (including a listing of alternatives considered and costs for any action item) to enable Council members to be reasonably conversant with the action required.

6. All action items included in Board, Committee or Commission Meetings shall be referred to the Town Manager (and through him to the senior management team) for Administrative review prior to consideration by Council.

This Policy, upon approval by Town Council, shall repeal and replace Policy C-05-97.

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Mayor

SECTION	8

AGENDA ITEM: 8.7	2015 - 2019 Community Sustainability Plan
Department:	Community Services
Presented by:	Councillor Bossert
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

The Town of Drayton Valley developed its Community Sustainability Plan in 2009, following public consultation, literature review, and municipal input. Since then, the Town, in cooperation with various community and governmental agencies has experienced significant success in achieving the goals outlined within the 2009 plan. In 2012, the Town received the Federation of Canadian Municipalities (FCM) Award of Excellence and in 2013 it received the Alberta Urban Municipalities Association (AUMA) Municipal Sustainability Award.

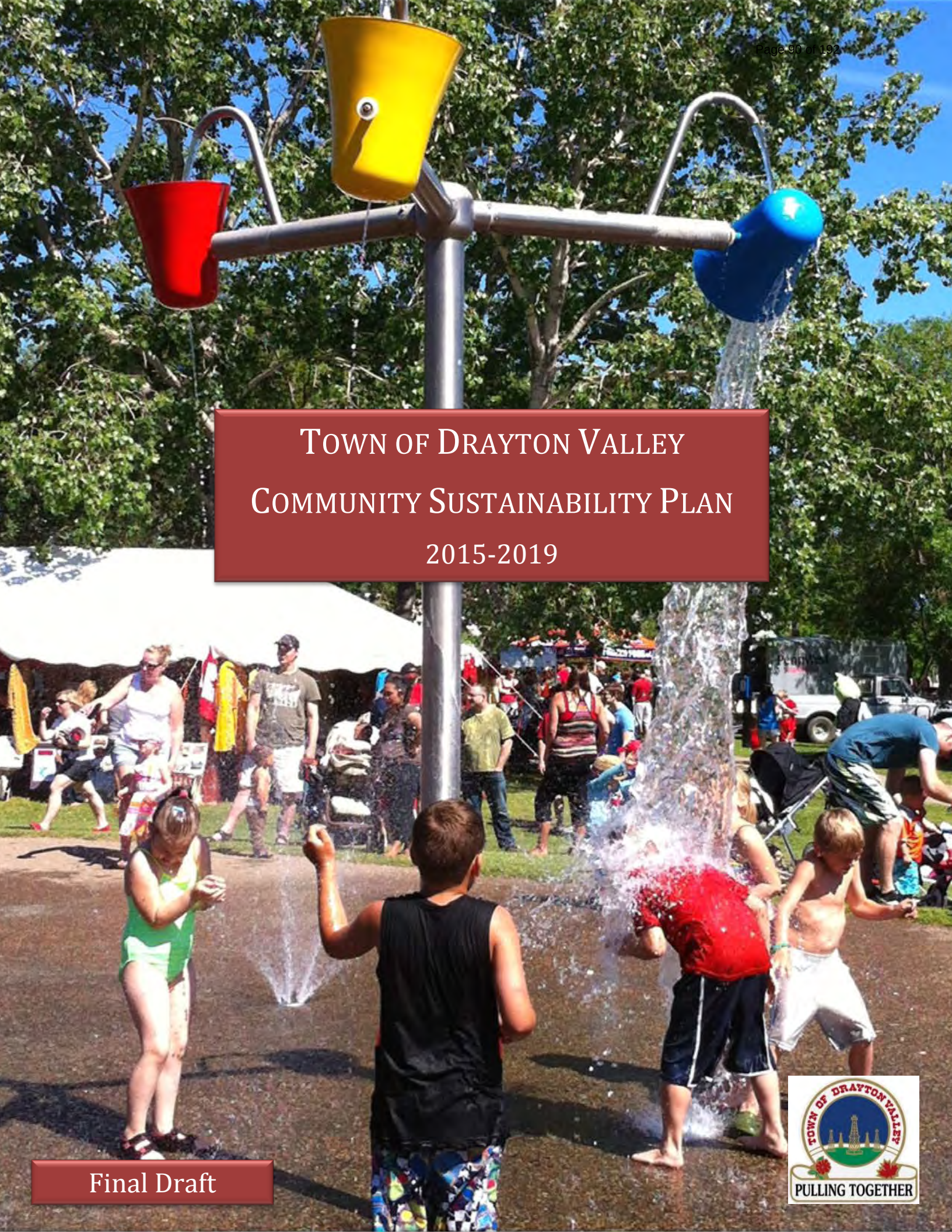
In July of 2014 a Request for Proposal was sent out looking for a consulting firm to conduct the review of the 2009 Community Sustainability Plan. The Centre of Sustainability - Whistler was the successful candidate.

On October 15th, 2014 the consultants held a workshop for administration and department supervisors to add suggestions and changes. The community workshop was held on October 16th, 2014 and public input was gathered to enhance and improve the plan. A second workshop was held on December 2, 2014 with the consultants, administration, and department supervisors to review the input that was collected from the October 15th and 16th workshops.

The 2015 - 2019 Community Sustainability Plan Final Draft has been completed and is being presented to Council for acceptance as information only. An opportunity will then be available to the general public for its review of the Final Draft document prior to adoption by Town Council.

MOTION:

I move that Town Council accept the 2015 - 2019 Community Sustainability Plan Final Draft as information only.



Town of Drayton Valley
Community Sustainability Plan
2015-2019

Final Draft

PULLING TOGETHER

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THE MELBOURNE PRINCIPLES FOR SUSTAINABLE CITIES 48

LETTER FROM THE MAYOR

Drayton Valley is a vibrant town offering a quality of life that compares favourably with other communities across Alberta. In recent years, we've shown our ability to adapt to changing circumstances and to find innovative solutions to complex problems. We are working to attract new and sustainable industry to our Bio-Mile. We have made affordable activity more accessible in the community with expanded trail systems and parks. We have been provincially and nationally recognized for our Communities in Bloom efforts and for our sustainability initiatives overall. We have increased accessibility to fresh local produce with the establishment of community gardens. We have increased local arts and culture space with the redesigned Eleanor Pickup Arts Centre.

Although we are very proud of our accomplishments to date we cannot afford to be complacent. To ensure that we stay on course for the bright future we all want to see, it is necessary to step back and take a look at the challenges and opportunities on the road ahead. The Community Sustainability Plan you are now reading is a result of that process.

The Plan was first created in 2009 with support and recommendations from the public. As a living document, this plan has evolved with the municipality, and will continue to do so. The Sustainability Plan aims to ensure the continued growth and strength of Drayton Valley. Community sustainability and resiliency in every respect -from financial to social, from matters of environment to land development and more- are essential to our future.

To be truly successful, the Plan had to consider the needs and wants of everyone in our community. We asked industry partners and residents for input. Progressive ideas were shared about where our community should be heading and what we should be doing in order to get there. After this valuable input, the Plan continues to reflect how our residents and business owners want to see us grow and change.

Now that the Plan is complete, the real work can begin. To achieve the goals and ideas outlined in the Plan, its implementation must be shared by the entire community. I have every confidence that by working together and by focusing our energy, efforts, and innovation we will continue to build a community we can all be proud to call home. We have our roadmap; now we begin the journey.

Sincerely,

Mayor Glenn McLean

WHAT IS SUSTAINABILITY?

In a broad sense, sustainability is the capacity to endure. While sustainability may be more frequently used in the context of the environment, it is important to note that sustainability applies to almost every facet of life on Earth. Whether it is a biological system that is to remain productive over time or, for humans, the long-term maintenance of wellbeing, sustainability has meaning for all matters.

The best-known definition of sustainability or sustainable development is the definition by the World Commission on Environment and Development. This suggests that sustainability is defined as “forms of progress that meet the needs of the present without compromising the ability of future generations to meet their needs”.

The Town of Drayton Valley’s Sustainability Plan addresses all community aspects that are impacted by our actions, whether this is in how we are reducing our ecological footprint or in what we are doing to create an optimum quality of life for our residents. The ideal of sustainability is that our current population can lead rich lives without compromising the lives of generations to come. The hope is that this becomes a desire of the community rather than an obligation.

OUR APPROACH TO SUSTAINABILITY

In developing the Drayton Valley Community Sustainability Plan (CSP), it was important to look at an integrated approach to current and future community planning initiatives. This Plan, therefore, addresses all components of our community network. The strength of the Plan is in how we understand each of the main systems and the manner in which they operate in Drayton Valley. The six interconnected communities systems our CSP focuses on are:

- health and social
- arts/culture/heritage
- governance and partnerships
- sustainable economic development.
- built environment
- natural environment

The following parameters were used to guide the development of the CSP:

- the Plan needed to be a *community* plan
- the Plan needed to reflect the input and needs of our community
- the Plan needed to include short-term and long-term goals
- goal statements, while encouraged to be bold, needed to be achievable, and
- the Plan needs to be a living document

PROCESS

The first version of the CSP was developed in 2009. In the fall of 2014, the Town of Drayton Valley undertook a process to develop an updated CSP (2015-2019). A Sustainability Steering Committee was created comprising the Director of Community Services and two Councillors, who guided the process and reviewed all community input. A survey with Town staff and community partners, and a review of existing initiatives, were undertaken to identify some key areas for focus moving forward. A workshop was held with Town staff and the community to seek input on revised goals and strategies, and then a subsequent workshop was held with Town staff and Council members on identifying actions for the next one to three years to achieve the goals and strategies. Best practice examples from other communities were discussed to provide ideas for actions. From the action planning workshop, a workplan was developed, which included actions, responsibilities, timelines and milestones. During the development of the CSP, a process to update the Town's Social Development Plan (SDP) was also undertaken. The goals and strategies of the SDP were aligned with those from the Health and Social system in the CSP.

OUR DRAYTON VALLEY – OUR VISION

VISION

Drayton Valley places people first through its initiatives to encourage an active, creative, and engaged community. By building partnerships and connecting people, Drayton Valley ensures an enduring economy as it moves towards a sustainable future. The spirit of our heritage and entrepreneurship shows in our community's leadership in innovation and is demonstrated in our progressive actions in creating opportunities.

MISSION

To ensure our community's needs are met and to have a positive impact on future generations by:

- Placing people first
- Increasing awareness of how we impact the world around us
- Fostering cooperation and planning
- Creating opportunities and encouraging innovation
- Demonstrating leadership in sustainability
- Teaching and sharing our collective knowledge.

OUR COMMUNITY'S ROLE IN ADVANCING SUSTAINABILITY

Sustainability in a community is not one individual's responsibility. While many organizations, agencies, and individuals may be working diligently in any given community to make progress on sustainability, there will always be barriers or constraints that are encountered to impede or threaten success. The result could be landing up short of the progress that is truly needed. By having everyone responsible for community sustainability, it changes the focus from "planning detailed activities within the constraints of one group's ability to make things happen" to "prioritizing the need to coordinate activities so as to ensure all parties are working toward the same set of goals." Focusing activities is when a community can truly begin realizing synergies and win-wins.

The strategies in this document are an accumulation of input from all sectors of our community. Likewise, they will become the responsibility of all sectors of our community. No one agency, organization, business, or municipality will be charged with implementing the entire plan. It is the responsibility of all. As a living document, this plan will constantly be responding to the changes in our community, and the individuals and groups that form our community will share in delivering the strategies of the plan.

Our Plan

The Drayton Valley Community Sustainability Plan comprises six integrated community systems, which together address the functions of a sustainable community. These systems are integrated in that they cannot exist without each other, and issues affecting one will inevitably affect the others. Therefore, we cannot plan for one community system in isolation without considering the other ones.

Our Plan serves as a compass as well as a road map. It is a compass for helping ensure that all decisions help to move us towards our vision and goals, and it is a road map in that it guides our planning processes so that our actions also continue to move us towards our vision and goals.

The Plan is structured by the six community systems, subsystems within each, a set of goals, strategies, actions and milestones (outcomes to be achieved within the next five years). A sample of actions is highlighted in a text box within each subsystem.

Community System									
Sub-system				Sub-system				Sub-system	
Goal		Goal		Goal		Goal		Goal	
Strategy	Strategy	Strategy	Strategy	Strategy	Strategy	Strategy	Strategy	Strategy	Strategy
Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions
Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions
Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions
Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions	Actions
Milestones		Milestones		Milestones		Milestones		Milestones	

While the Town of Drayton Valley coordinated the community input and the development of the Community Sustainability Plan, the Plan's goals were developed and updated by the community and are therefore common goals. The Plan is meant to guide the actions of the Town, as well as to inspire action by community partners and citizens of Drayton Valley. It is through individual and collective action that the necessary steps will be taken to reach the goals that will help to make Drayton Valley a sustainable and successful community.

HEALTH & SOCIAL

HEALTH & SOCIAL

A healthy community includes strong social networks, recreation and leisure opportunities, and access to programs and services that meet people's needs. In the Town of Drayton Valley, we describe a healthy community as:

- Responsible, responsive and resilient
- Caring and inclusive
- Fulfilled with food that is accessible and secure for all
- Enriched with innovation and learning
- A Community Thriving in Wellness and Health

Citizens feel safe and secure in performing everyday activities, in their homes and throughout the community. Individuals and families are resilient, and have the capacity to access the resources that they need for a healthy and happy life.

All people including children, youth, families, and seniors have access to basic needs: accessible housing, adequate income, food, clothing, transportation, health services, and recreation. Citizens are actively engaged in the community, and there is a strong sense of belonging and a strong culture of participation, volunteerism and caring for one another. Citizens have access to quality training, information, education and community services that provide support to overcome barriers, increase employment, reduce poverty, and create opportunities to participate in the community.

The goals of the Health and Social community system are aligned with the Town of Drayton Valley's Social Development Plan, which provides more detail about how these goals will be addressed and achieved. The five components of our healthy community are described below, with goals and strategies to achieve these components.

RESPONSIBLE, RESPONSIVE AND RESILIENT COMMUNITY

GOAL: THE TOWN OF DRAYTON VALLEY IS A COMMUNITY OF RESILIENCE

Strategy: Utilize the Building Community Resilience model

Strategy: Engage the community (individuals, organizations, businesses) through a community development approach

Strategy: Design and evaluate preventative programs against resiliency to enable rehabilitation and reintegration

Strategy: Continue the implementation of the Social Development Plan

GOAL: CITIZENS ARE AWARE OF THE RESOURCES AVAILABLE TO THEM AND KNOW HOW TO ACCESS THEM

Strategy: Coordinate and collaborate with community organizations to promote and deliver programs and services to residents.

Strategy: Encourage and support local groups and organizations, businesses, and governments to work collaboratively

GOAL: HIGH QUALITY MEDICAL, EMERGENCY, AND PROTECTIVE SERVICES ARE DELIVERED WITHIN DRAYTON VALLEY

Strategy: Improve emergency and health services within Drayton Valley

Strategy: Work with the new Primary Care Network to help promote a range/diversity of health services to a variety of platforms/demographics

GOAL: DRAYTON VALLEY IS A SAFE COMMUNITY

Strategy: Encourage community members to take ownership of their community to make it safer for everyone

Strategy: Create better connections from police to community to form strong relationships

Strategy: Continue to implement safety bylaws, initiatives, and programs

Sample actions:

- *Establish an integrated Emergency Management plan to address emergency concerns*
- *Monitor ambulance service standards and communicate with the Province to ensure high quality standards*
- *Implement strategies for increasing and attracting appropriate health professionals*
- *Establish a walk-in clinic to address health needs and minor emergencies*
- *Promote the recruitment of diverse medical practitioners such as midwives and nurse practitioners*
- *Continue municipal efforts to bring groups together through social networking programs or events*
- *Facilitate social inclusion through accessible and affordable community transportation and recreation facilities*

GOAL: INTERGENERATIONAL RELATIONSHIPS ARE STRONG IN OUR COMMUNITY

Strategy: Encourage and support local groups and organizations to partner with each other to share experiences and opportunities

GOAL: TECHNOLOGY IS EMBRACED TO IMPROVE QUALITY OF LIFE

Strategy: Work with corporate partners to introduce new technologies that improve residents' access to programs and services

MILESTONES:

- An Integrated Emergency Management Plan is established
- The Community Resilience Model is used as the evaluation tool for all Community Service programs
- The Healthy Communities Coalition organizes regular training sessions on the Community Resilience model
- Residents have access to a comprehensive summer programming schedule for their children
- Over 50% of residents know where to access resources they require
- The Town of Drayton Valley and Brazeau County have a satisfactory number of medical professionals in the community
- Reports of vandalism in the community have decreased by 50%

CARING AND INCLUSIVE COMMUNITY

GOAL: DIVERSITY IS EMBRACED AND ALL RESIDENTS ARE WELCOMED AND INVOLVED, AND PARTICIPATE IN COMMUNITY ACTIVITIES

Strategy: Identify and involve diverse populations

Strategy: Continue to consult with and involve citizens to gain their input and expertise

Strategy: Design infrastructure that allows for social inclusion and/or interaction

GOAL: SENIORS ARE ACTIVELY ENGAGED AND SUPPORTED TO ALLOW HEALTHY, INDEPENDENT LIVING

Strategy: Provide appropriate housing, transportation, wellness and recreation activities for seniors

GOAL: YOUTH ARE INVOLVED IN THE COMMUNITY AND PROVIDED WITH THE RESOURCES AND SUPPORTS TO SUCCEED

Strategy: Provide opportunities for youth to be leaders

Strategy: Connect youth to different individuals and organizations in the community

GOAL: FAMILIES ARE ABLE TO ACCESS HIGH QUALITY CHILD DEVELOPMENT SERVICES

Strategy: Increase family participation in community programming

Strategy: Strengthen parent/caregiver capacity by developing skills, knowledge, confidence and resiliency

Strategy: Increase the opportunities for positive, interactive and culturally relevant early childhood experiences

GOAL: AN EXCEPTIONAL BASE OF COMMUNITY VOLUNTEERS THRIVES

Strategy: Design and implement a community volunteer recruitment and management plan

Strategy: Provide opportunities for volunteer development and training, and at a younger age

Strategy: Provide a common location to house volunteer and non-profit organizations

GOAL: COMMUNITY SUPPORT NETWORKS ARE VALUED AS INTEGRAL

Strategy: Preventative programs are designed and evaluated against resiliency to enable rehabilitation and reintegration

GOAL: DRAYTON VALLEY PROMOTES RESPONSIBLE AND CARING OWNERSHIP OF PETS

Strategy: Support pet owners by facilitating access to services

GOAL: DRAYTON VALLEY RESIDENTS IDENTIFY WITH THEIR NEIGHBOURHOODS

Strategy: Identify neighbourhoods by name

GOAL: DRAYTON VALLEY IS A COMMUNITY THAT EMBRACES/CHERISHES DIVERSITY

Strategy: Share meaningful stories of our community's diversity and recognize those that embrace diversity

GOAL: DRAYTON VALLEY RESPECTS AND VALUES ALL OF ITS CITIZENS EQUALLY

Strategy: Continue the implementation of the Social Development Plan

Sample actions:

- *Enhance the volunteer recognition program*
- *Work with community agencies to increase opportunities for volunteer development*
- *Enhance volunteer programs such as "student work for credit" and "employee-supported volunteer time"*
- *Enhance the promotion of the "go volunteer" database*
- *Provide presenter series on related topics*
- *Expand the "Rotary House" concept to find a location for non-profit clubs to store documents, host meetings, and share administrative duties*
- *Work with landlords to allow pets in rental properties*
- *Work with vet clinics and vet schools to bring semi-annual spay and neuter clinics*
- *Encourage the presence of pets as integral to the programming objectives of specific operations such as senior lodges and childcare centres*
- *Celebrate the successful completion of the Plan's goals*
- *Work with the community to update the Social Development Plan*
- *Engage community partners in the continuing implementation of the Social Development Plan*

MILESTONES

- Drayton Valley's Specialized Transportation Service expands with the addition of a second handivan
- Intergenerational programs are hosted on a regular basis
- Youth are represented on 50% of all municipal boards and committees
- The Positive Ticketing program is well utilized by the RCMP Detachment to make meaningful connections with youth
- The Town of Drayton Valley and Brazeau County community is home to 15 Day Home providers
- A community wide MAT Program is established to cater to people who are homeless

A Community Fulfilled with Food that is Accessible and Secure for All

Goal: Locally produced foods are widely accessible to all residents of our community

Strategy: Increase participation in local farmers' markets

Strategy: Establish household, community, and commercial gardens

Strategy: Work with the local distributors to improve accessibility of local foods

Goal: Nutritious food programs are in place throughout our community

Strategy: Establish educational programs about making healthy food choices

Goal: Foods are produced by using environmentally sustainable practices

Strategy: Provide education to food growers and consumers on environmentally sustainable practices

Strategy: Work with food producers, restaurants and suppliers to adopt sustainable food producing practices

Sample actions:

- *Facilitate community-based gardens and local farmers' markets*
- *Establish educational programs about sustainable food production*
- *Use, whenever possible, local produce and foods for all municipally-run events*
- *Facilitate through supportive measures the development of community and commercial gardens*
- *Use utility right-of-ways as locations for community gardens*
- *Provide training opportunities to create local manufacturing and distribution of food*
- *Establish a community kitchen facility with multiple stations*
- *Host a community harvest where school children grow and sell their produce*
- *Include all stakeholders dealing with nutrition in educational programs on sustainable practices*
- *Adopt healthy food choice alternatives in all school programs*
- *Promotion of local community initiatives such as the 100k kitchen, community gardens and local greenhouses*

Milestones

- Locally produced foods are used for all municipally run events and functions
- A community-based greenhouse is established within the next 3 years
- All municipal facilities and schools offer healthy food alternatives
- Restaurants offer foods produced through sustainable practices

Gagnant d'une subvention jardin GRO1000
Give Back to Gro
Cultivez l'entraide
Scotts
Miracle-Gro

A Community Enriched with Innovation and Learning

Goal: Drayton Valley is a regionally recognized training centre where citizens have access to quality training, information and education

Strategy: Develop a Human Resources Training Centre as community training and information centre

Strategy: Create learning opportunities in green technologies

Strategy: Continue participating in regional, national and international learning partnerships

Strategy: Ensure access to a diverse range of educational and training opportunities in the community

Goal: Businesses, community organizations and the Town of Drayton Valley and Brazeau County work collaboratively to provide learning opportunities

Strategy: Develop business and community educational and mentorship programs

Strategy: Continue to support libraries in the community

Sample actions:

- *Expand the Clean Energy and Technology concept and attract other "green" manufacturers*
- *Work with trade institutions on developing a green technology based learning centre*
- *Establish the Clean Energy and Technology Centre and work with stakeholders to implement its Strategic Plan*
- *Continue and expand partnerships within all disciplines that benefit our community*
- *Act as a mentor to other communities*
- *Communicate and celebrate our successes*
- *Continue partnerships with Norquest College, Northern Alberta Institute of Technology and Grant MacEwan University, the Open Learning Agency, University of Alberta, and other institutions that may present an opportunity*
- *Maintain and/or enhance opportunities for residents to access life-long learning programs*
- *Research and implement e-education opportunities*
- *Work with local organizations and businesses to promote volunteer development*

Milestones

- The Clean Energy Technology Centre is constructed
- Local libraries experience a 20% increase in usage
- A dedicated and provincially recognized training program on green technology is established

A Community Thriving in Wellness and Health

Goal: Drayton Valley is a vibrant and healthy community for all ages

Strategy: Create an integrated and accessible system of natural spaces and parks

Strategy: Provide opportunities for healthy lifestyles through education and physical activities

GOAL: RECREATIONAL FACILITIES AND PROGRAMS ARE AVAILABLE AND ACCESSIBLE FOR ALL

Strategy: Continue to work with community partners to ensure appropriate recreation facilities, services and programs are available

Strategy: Enhance communication of the available programs

Strategy: Adapt and integrate recreation facilities and programs to meet the evolving needs of residents and visitors

Strategy: Determine the feasibility of developing new recreation facilities

Strategy: Create connectivity between trail systems and add more access points to the river

Strategy: Encourage community organizations to remove barriers to access to recreation services

Sample actions:

- *Maintain a high number and good quality walking/cycling paths and other open space amenities*
- *Establish a physical link between all natural spaces and parks, both locally and regionally*
- *Develop an Open Space and Trails Master Plan with neighbouring municipalities*
- *Continually provide facility users access to modern equipment and highly trained staff*
- *Expand recreational opportunities through partnering with local user groups*
- *Provide barrier free access for those individuals with mobility difficulties*
- *Develop trail/walkway signage ("you are here")*
- *Create material (maps) to show how different neighbourhoods can access grocery, stores, and services via paths*
- *Support the EPBR Parks Council in developing river access points*
- *Use technology to aid in disseminating program information to targeted audiences*

MILESTONES

- Walking paths and trails within the community are connected
- A joint municipal Recreation Master Plan is established
- A joint municipal plan for the establishment of a new aquatic facility is adopted
- A combined program for an indoor playground and gymnastics is established
- The second phase of the Eleanor Pickup Arts Centre renovations is completed
- An outdoor rink is established in Drayton Valley

ARTS/CULTURE/HERITAGE

ARTS/CULTURE/HERITAGE

We value and respect our culture, multiculturalism, and heritage through community participation in cultural and heritage events and through the preservation of historical sites. Our community has the ability to host a variety of social, visual and performing arts, entertainment, and cultural events, all of which play an important role in building a vibrant and inclusive culture in the community.

GOAL: DRAYTON VALLEY IS INCLUSIVE TO ALL CULTURES AND HERITAGES AND CELEBRATES THIS DIVERSITY

Strategy: Celebrate the spirit of our heritage and the multiculturalism of our community

Strategy: Develop and offer multicultural and historical training programs

GOAL: DRAYTON VALLEY IS HOME TO A VARIETY OF CULTURAL VENUES, HISTORICAL BUILDINGS AND PROGRAMS THAT ARE AVAILABLE AND ACCESSIBLE TO ALL

Strategy: Develop programming for and promote existing venues

Strategy: Expand the museum and historical village

GOAL: ARTS ARE CELEBRATED, AND OPPORTUNITIES TO GET INVOLVED ARE AVAILABLE FOR ALL AGES

Strategy: Increase awareness of the arts, culture and heritage of our community

Strategy: Provide opportunities for young people to start learning and to appreciate arts and heritage

Strategy: Drayton Valley recognizes and embraces our First Nations and Metis heritage

GOAL: DRAYTON VALLEY IS HOST TO A DIVERSITY OF TALENT AND CREATIVITY

Strategy: Showcase, celebrate and promote local talent

Sample actions:

- *Promote community multicultural events and cross-generational cultural activities*
- *Celebrate our cultural diversity with food and dance with all ethnic groups in the community*
- *Encourage further inclusion of youth and seniors in multicultural and historical events and planned leadership opportunities*
- *Embrace our local heritage and historical events for educational purposes*
- *Incorporate workshops that instill tolerance and the value of multicultural diversity*
- *Complete all renovations to the Eleanor Pickup Arts Centre to optimize its use for a variety of events*
- *Establish an outdoor amphitheatre or stage to be used for a variety of events*
- *Continue to work with community groups and the Historic Society to identify buildings with historical significance and find ways to preserve them, either on-site or on relocation site*
- *Create a "heritage site" bylaw*
- *Support schools and other stakeholders in their endeavor to promote arts and culture*
- *Place local art within public facilities*
- *Incorporate cultural elements in every event planned in the community*
- *Expand the community's ability to host media, performing, and visual arts*
- *Foster cross-discipline partnerships choirs/visual arts and sports/music to participate in each other's events*
- *Create a central organization for arts (music, drama, fine arts)*
- *Promote a diversity of arts programs through the high schools and junior high schools*
- *Increase exposure to other cultural talent from other regions of the world*
- *Promote affordable summer camps that focus on art, drama, music*
- *Promote the Arts and Culture grant program*
- *Have local groups tie in with school/school groups to tap into youth talent*
- *Promote partnerships between local artists/performers and local restaurants and cafes to host jam sessions, poetry readings, and other forms of arts and culture*

MILESTONES

- The Multicultural Association hosts a major multicultural event each year
- All municipal facilities display local art
- A local Arts Council is established
- A Cultural Endowment Fund with the Community Foundation is established
- The Drayton Valley and District Historical Society establishes a 10 year Strategic Plan
- Town Council adopts conceptual plans for community parks
- The Town of Drayton Valley adopts a Cultural Granting Policy, supporting local initiatives in arts and culture

GOVERNANCE & PARTNERSHIPS

GOVERNANCE & PARTNERSHIPS

Governments, organizations, and agencies all have a direct impact on the community through policy choices, regulating powers, resource allocation, and decision-making. Developing and implementing relevant and appropriate plans and/or projects that factor in the social, economic, environmental, and cultural aspects requires a commitment to actively involve people in the decision-making process. Engaged citizens and inter-agency collaboration in a small community can lead to many innovative initiatives that contribute to positive change.

CIVIC LEADERSHIP AND PUBLIC ENGAGEMENT

GOAL: THERE IS A HIGH DEGREE OF WELL-TRAINED, QUALITY LEADERSHIP WITHIN OUR COMMUNITY AND IN THE BROADER COMMUNITY

Strategy: Broaden leadership capacity within regional and provincial boundaries

Strategy: Actively train leaders within the community

GOAL: ALL LEVELS OF PUBLIC ENGAGEMENT WITHIN DRAYTON VALLEY ARE HIGH

Strategy: Engage the youth of our community

Strategy: Increase participation among youth and seniors to transcend inter-generational barriers

Strategy: Ensure transparency and accountability in all decisions made by Town Council

Strategy: Increase opportunities for citizen participation in municipal decision making

Sample actions:

- *Develop a "Leaders of Tomorrow" program*
- *Increase Council and staff visibility by making presentations to schools and youth organizations*
- *Create youth positions on municipal and public organizations and committees*
- *Develop ways to engage with young residents (elementary) on governance and community issues*
- *Host annual town hall meetings where citizens can offer input into how their municipal government is working for all age groups*
- *Provide the public with timely and relevant information through various media*
- *Showcase Municipal Councillors through various media*
- *Develop a regular Town newsletter outlining all of the major activities, accomplishments, and upcoming council meetings*
- *Organize a campaign to increase voter turnout*
- *Develop better advanced polling options*

MILESTONES

- Town Council includes a schedule of school and organization presentations on its Annual Calendar
- Over 50% of eligible voters vote in the municipal elections
- Youth are represented on more than 50% of all municipal and public organizations
- Residents participate in the annual budget process through a structured forum

LOCAL AND REGIONAL PARTNERSHIPS

GOAL: LOCAL AND REGIONAL PARTNERSHIPS WITH APPLICABLE MUNICIPALITIES, AGENCIES, BUSINESSES AND ORGANIZATIONS ARE STRONG

Strategy: Work collaboratively with all sectors to achieve mutual goals

GOAL: RELEVANT POLICIES ARE COORDINATED ACROSS APPLICABLE MUNICIPALITIES, AGENCIES, BUSINESSES AND ORGANIZATIONS

Strategy: Work with Brazeau County in determining a long-term community strategy

Strategy: Develop and maintain an Inter-Municipal Development Plan (IDP)

Strategy: Develop regional economic, recreation and tourism plans

Strategy: Share knowledge and understanding regarding sustainability

Strategy: Develop service plans for municipal operations

Strategy: Encourage capacity building within local businesses partnerships

Sample actions:

- *Develop a long-term plan that focuses on optimal strategies that benefit both the Town and County*
- *Build working relationships between the municipalities by involving community networks, joint staff initiatives, and joint Council structures*
- *Identify and invite educational, health, economic, and other institutions to participate in regional planning processes*
- *Enhance communications and increase relationships between the Town and local businesses*
- *Recognize existing land uses in adjacent areas*
- *Create mandatory referral areas and agencies*
- *Apply alignment of land uses between jurisdictions, where possible*
- *Work collaboratively to implement the Management Plan for the Eagle Point / Blue Rapids Provincial Park and Provincial Recreation Area*

MILESTONES

- Joint municipal plans are created for economic development, recreation and culture, and tourism
- The Inter-Municipal Development Plan is enhanced to reflect long-term regional growth
- The Town of Drayton Valley is an active partner on regional associations whose mandates impact the Town and its residents
- The Town hosts an annual workshop on regional planning

MUNICIPAL FINANCE

GOAL: THE TOWN PRACTICES SOUND FISCAL MANAGEMENT IN ALL MUNICIPAL DECISIONS

Strategy: Incorporate a municipal wide asset management program

Strategy: Develop a financial management plan to maintain strong financial performance

Strategy: Initiate a municipal procurement program

Strategy: Research and implement alternate sources of revenue for the Town

Sample actions:

- *Maintain the inventory and assessment of its tangible capital assets*
- *Build reserves to manage, maintain, and replace these assets based on a life cycle costing program*
- *Exceed established Provincial guidelines for municipal financial performance, including debt loads and reserve funding limits*
- *Develop a long-term funding strategy that reflects zero based budgeting practices*
- *Engage front-line Town staff in financial management strategies*
- *Develop a uniform purchasing program for all Town departments*
- *Identify local suppliers and purchase, where feasible, products from local suppliers*
- *Identify and purchase, where feasible, environmentally friendly products for the municipality*
- *Review existing mechanisms and policies for revenue sources*
- *Implement user pay scenarios for appropriate services*
- *Form innovative partnerships to access funding*
- *Develop and implement a Municipal Sponsorship Strategy for local sponsorship of municipal operations*
- *Work with the Provincial Government to change legislation to allow municipalities to establish alternate sources of revenue*

MILESTONES

- A Municipal Sponsorship Strategy is established
- The Town generates a 5% increase in revenues through alternate sources
- A Municipal procurement policy is adopted and implemented
- An employee reward program is established to encourage employee innovation in municipal budgeting and operations

COMMUNICATION

GOAL: AREA RESIDENTS ARE HAPPY WITH, AND TAKE OWNERSHIP OF, COMMUNICATIONS WITH THE MUNICIPALITY AND ARE AWARE OF WHAT IS HAPPENING IN THE TOWN

Strategy: Develop communications infrastructure to support informed decision making

Strategy: Provide necessary technologies and resources for communications

Strategy: Establish communications programs that cater to Drayton Valley residents

MILESTONES

- Over 50% of residents report that they are informed
- Drayton Valley residents have easy access to current forms of communications technology
- Municipal services are available on-line

Sample actions:

- *Use various communications infrastructure to effectively disseminate information to citizens (i.e. electronic messaging, website, radio and newspaper, social networking)*
- *Establish "just in time" information sharing processes: decisions made by government are quickly and widely dispersed and inform the community as to how decisions will impact residents*
- *Continually enhance the municipal website for clarity and to offer enhanced access*
- *Ensure community-supported and publicly accessible technologies and resources are available in public facilities*
- *Create a virtual e-government portal*
- *Host public forums on significant issues facing residents*
- *Develop greater accessibility for diverse audiences, including those with special needs*

SUSTAINABLE ECONOMIC DEVELOPMENT

SUSTAINABLE ECONOMIC DEVELOPMENT

Sustainable communities foster economic development and growth, leading to a diverse and prosperous community. Businesses and agencies can influence the success of the community's economic strategies by sharing ideas and working collaboratively on initiatives that strengthen the economy.

A sustainable community is also one that works toward the adoption of sustainable business practices that enhance both the environmental and economic performance of all businesses.

The Town's existing Economic Development Plan includes strategies to create a community that attracts businesses and families. The Community Sustainability Plan will add extra value in creating a sustainable and robust economy.

GOAL: THERE IS A VIBRANT, STRONG AND DIVERSE ECONOMIC BASE WITHIN OUR COMMUNITY

Strategy: Increase and promote new economic opportunities

Strategy: Attract, facilitate and promote business development

Strategy: Promote CETC as a local training and business development centre and as a direct link to business development, industry and education

Strategy: Develop relationships with key partners to support business development

Strategy: Strengthen local business organizations

Strategy: Support businesses through shared leadership

GOAL: THERE ARE STRONG, INCLUSIVE RELATIONSHIPS BETWEEN MUNICIPALITIES, BUSINESSES, ACADEMIC INSTITUTIONS AND OTHER STAKEHOLDERS

Strategy: Strengthen the local Chamber of Commerce and engage its membership in municipal planning

Strategy: Enhance the joint economic development plan with Brazeau County (intermunicipal relationship for economic development and tourism)

GOAL: CITIZENS HAVE ACCESS TO PROGRAMS THAT PROVIDE SUPPORT TO OVERCOME BARRIERS, INCREASE EMPLOYMENT, REDUCE POVERTY, AND CREATE OPPORTUNITIES TO PARTICIPATE IN THE COMMUNITY

Strategy: Provide quality training, information, education and community services to all residents

GOAL: THERE ARE FULFILLING EMPLOYMENT OPPORTUNITIES AVAILABLE FOR ALL THOSE SEEKING WORK

Strategy: Develop mentorship opportunities with key employers so that potential employees can better understand skills and employment needs

Sample actions:

- *Update the joint economic development plan for the Town of Drayton Valley and Brazeau County*
- *Implement a Marketing Strategy under the Plan to identify Drayton Valley as a community of choice*
- *Integrate sustainability practices into the Economic Development strategies*
- *Review and enhance local and regional tourism strategies*
- *Establish partnerships and/or create opportunities for the development of various "eco-business" and CETC initiatives*
- *Work collaboratively with local stakeholders to implement the management plan for the Eagle Point – Blue Rapids Parks Council*
- *Continue to implement downtown redevelopment and revitalization strategy*
- *Establish, directly or in partnership with stakeholders, educational programs on economic diversification*
- *Work with the business community in developing business incubators*
- *Promote and share business development tools, e.g., BizPal*
- *Research community incentives for owners to lower rent for businesses*
- *Share outcomes annually with local businesses and other stakeholders*
- *Expand local college programs to include business development courses*
- *Partner with academic institutions to offer practicum programs*
- *Work with the Chamber of Commerce to develop its business plan*
- *Host business development seminars and workshops*
- *Research potential for student housing for training institutions*

MILESTONES

- The Chamber of Commerce adopts a new Business Plan
- Business development seminars are hosted regularly throughout the year
- A Business Incubator program is established
- Drayton Valley experiences a 20% increase in small businesses
- Existing by-laws reflect capacity building in economic diversification

BUILT ENVIRONMENT

BUILT ENVIRONMENT

How we plan and design our built environment can have a profound impact on the ability of our community to be sustainable. Strategies that deliver on green building objectives – such as reduced energy and water consumption, reduced waste, and improved air quality – contribute to broader and longer term social, environmental, and economic benefits. Planning for more compact and complete communities minimizes per capita GHG (greenhouse gas) emissions and enables healthier lifestyles. Sustainable transportation aims to improve access while simultaneously reducing the environmental and social impacts of vehicle-dependency. Reducing waste results in lower cost and a cleaner environment, and fosters a greater community culture of respect.

TRANSPORTATION

GOAL: PEDESTRIANS AND CYCLISTS MOVE THROUGH THE COMMUNITY EASILY AND SAFELY

Strategy: Create pedestrian and cycling linkages between neighbourhoods

Strategy: Encourage cycling and walking as healthy alternatives to driving

Strategy: Design infrastructure that allows for social inclusion and/or interaction

GOAL: VEHICLES MOVE SAFELY AND EFFICIENTLY THROUGH THE TOWN

Strategy: Enable effective transportation patterns

Strategy: Encourage low emission and fuel-efficient vehicles

Strategy: Update the Transportation Master Plan

Sample actions:

- *Revise the Transportation Master Plan to include walkable and bikeable community principles*
- *Create an open space strategy*
- *Build additional walking paths between all recreational and green areas*
- *Place bicycle racks at all parks and public facilities*
- *Increase community awareness of the health benefits from cycling and walking*
- *Complete a feasibility study of a bicycle taxi (or bike loaner) program*
- *In areas where there are no paths, create space for bicycles – either through expanded sidewalks or cycle lanes*
- *Complete the feasibility study to introduce small scale public transportation*
- *Facilitate social inclusion through accessible and affordable community transportation and recreation and cultural facilities, and housing*
- *Enhance, where feasible, the specialized transportation system*
- *Develop an easier communication tool for residents to notify the Town of traffic/road/infrastructure issues (e.g., mobile app, text #)*
- *Review traffic flow patterns for signage, lighting, parking challenges, and other concerns*
- *Develop, design and promote "green parking" stalls at all public facilities*
- *Update development bylaw requirements for parking*
- *Promote "idle free" zones and policy*
- *Support the purchase and/or lease of green municipal fleet vehicles*
- *Incorporate smaller parking stalls in premium locations throughout the community*

MILESTONES

- Bicycle racks are located at all public facilities and within all public parks
- Municipal fleet vehicles utilize greening technology, where appropriate
- Drayton Valley sets out a plan for a zero-emission public transportation system
- Drayton Valley develops its first bicycle lane on a major thoroughfare
- "Idle free" policies are adopted by over 10 local businesses

MATERIALS AND WASTE MANAGEMENT

GOAL: MATERIALS ARE REUSED AND RECYCLED, ORGANICS ARE COMPOSTED, AND THERE IS REDUCED WASTE

Strategy: Promote waste reduction and separation within our community

Strategy: Develop markets that use current waste as a future resource

Strategy: Support and showcase organizations that minimize waste generation

Strategy: Develop education and awareness programs on the importance of reducing waste

Strategy: Promote the reduction and eventual elimination of harmful products entering our eco-system

Strategy: Develop a community wide composting system

Sample actions:

- *Identify strategies within the Integrated Waste Management Plan for implementation including:*
  - *Complete the feasibility assessment for the collection of organic materials*
  - *Establish higher fees for waste that contains recyclable materials*
  - *Create incentives to separate materials for recycling or composting; offer lower tipping rates for targeted materials like organics, paper, and wood*
  - *Increase the number of attractive recycling and waste receptacles within our community*
- *Develop strategies to ensure revenues are met with decreased waste generation*
- *Local businesses promote waste reduction and recycling, e.g., less packaging, reusable shopping bags*
- *Increase waste diversion economically*
- *Create accessible composting facilities throughout our community*
- *Develop "energy from waste" programs and businesses as technologies become available and proven*
- *Create opportunities for waste generated from construction activities to be utilized by individuals or other businesses*
- *Expand the Town's recycling program*
- *Establish a re-use-it/recycling centre*
- *Establish a demolition and construction material recycling facility*
- *Educate businesses and community organizations to mobilize them to establish green procurement policies*
- *Lobby manufacturers to adopt end-of-life product management responsibilities*
- *Use products that are derived from sustainable sources*
- *Develop a comprehensive communications strategy to help citizens understand the impacts of the waste they produce and the alternate choices available*
- *Facilitate citizens, organizations/agencies, and local government to come together and develop an effective waste reduction campaign*
- *Enhance legislation to control the types of materials that can enter the landfill*
- *Educate households on hazardous waste and e-waste programs*
- *Explore options for a community wide organic collection system*
- *Educate the community on composting opportunities and options (benefits of at home vs curbside composting)*
- *Establish residential backyard composting projects*

MILESTONES

- Drayton Valley establishes a full-time Re-Use It and Recycling Centre
- Over 50% of households are composting waste
- There is a 25% reduction in residential and commercial waste
- Over 70% of residents utilize the "blue bag" recycling program
- Waste management is established as a municipal utility
- 50% of local stores adopt a "no plastic bags" policy
- Drayton Valley is home to an "Energy from Waste" manufacturer

PLANNING AND DEVELOPMENT

GOAL: ALL RESIDENTS IN THE COMMUNITY HAVE A PLACE TO LIVE

Strategy: Provide a mix of affordable, diverse and accessible housing options

GOAL: HOMES ARE AFFORDABLE, DIVERSE AND ACCESSIBLE

Strategy: Provide a mix of affordable housing options

Strategy: Increase residential density in defined areas though policy changes

GOAL: EFFICIENT DEVELOPMENT PATTERNS MINIMIZE MUNICIPAL INFRASTRUCTURE COSTS

Strategy: Implement high development standards in development and redevelopment

Strategy: Revitalize the Downtown area

GOAL: ALL DEVELOPMENT AND REDEVELOPMENT PROJECTS ARE HIGHLY ENERGY EFFICIENT AND USE SUSTAINABLE BUILDING PRACTICES

Strategy: Incorporate energy efficiency measures into all municipal buildings and infrastructure

Strategy: Provide education on energy efficient development to all stakeholders

Strategy: Develop incentives to encourage environmentally sustainable construction or renovation for private development

GOAL: DRAYTON VALLEY RESIDENTS ARE PROUD OF THEIR CLEAN AND GREEN COMMUNITY

Strategy: Engage the community in beautification projects and programs

Strategy: Foster community pride through local initiatives

Strategy: Strengthen municipal bylaws and policies that benefit beautification efforts

Strategy: Encourage more environmentally friendly landscaping

Sample actions:

- *Set affordable housing targets, recognizing seniors as a special target group*
- *Explore alternative residential designs*
- *Promote secondary suites within new residential communities*
- *Research and build alternative energy homes*
- *Research strategies to restructure up front municipal costs and fees to build new suites*
- *Develop long term housing plan based on the demographics of the community*
- *Review and legislate densification areas to control building up, not out*
- *Ensure sustainable architectural, environmental, and urban design become key components to Area Structure Plans*
- *Define alternative residential designs that complement while enhancing adjacent development*
- *Increase bylaw enforcement for unkept properties*
- *Continue to implement the actions of the downtown revitalization strategy*
- *Implement green standards through policies and procedures for new buildings, renovations, infrastructure, and landscaping*
- *Host workshops on sustainable development by the Canada Green Building Council*
- *Develop new tax rates and/or incentives for those introducing green technology in the homes*
- *Develop policy to enact local green improvements levy*
- *Educate the community on green technologies available*
- *Research incentives for green technologies in large developments (e.g. priority consideration in development permit process)*
- *Continue to promote and enhance the Communities in Bloom program*
- *Educate the public through partnerships with local groups, institutions, and businesses*
- *Identify and establish Drayton Valley's woodlot/urban forest areas*
- *Protect the existing tree canopy in natural areas and public areas*
- *Reintroduce natural plant and shrub species*
- *Increase community participation in neighbourhood "adopt a block" and similar programs*
- *Identify and revitalize specific areas in the community*
- *Establish a unified look within the community*
- *Implement educational campaign on goals of bylaws that enhance beautification*
- *Establish standards on infrastructure which are aligned with the goals of Town beautification*
- *Establish plan for highway corridor beautification*
- *Design Area Structure Plans to integrate green-belt corridors, trails, signage, public art, and other beautification initiatives*
- *Encourage growing of native plants and shrubs*

MILESTONES

- Drayton Valley is a national champion in the Communities in Bloom program
- New developments are legislated through by-law to use native species for landscaping
- All vacant lots are satisfactorily maintained by the property owners
- Every year, one area within the community is revitalized
- New commercial construction must include a minimum of 10% greening technology
- All new municipal facilities must be to a minimum standard of LEED Silver
- Drayton Valley has 200 new housing units by the year 2019
- Residential development in the downtown core increases from 2014

ENERGY

GOAL: ENERGY CONSUMPTION IS OPTIMIZED ACROSS THE COMMUNITY

Strategy: Increase awareness and support initiatives to reduce the use of energy

Strategy: Develop and implement energy conservation strategies

Strategy: Develop and implement alternative renewable forms of energy

Sample actions:

- *Work with local businesses to promote energy-efficient products to reduce energy consumption*
- *Implement strategies to improve traffic flow to reduce the starting and stopping of vehicles*
- *Educate the public to reduce peak energy demand*
- *Define the Town's potential as an energy provider to control pricing mechanisms*
- *Implement building standards to improve energy efficiency*
- *Implement green procurement policies that encourage more energy-efficient products*
- *Develop and apply the use of local improvement charges to fund energy efficiency upgrades*
- *Research financial mechanisms, such as low-interest loans, for private development that reduces overall energy consumption*
- *Provide visible utility consumption mechanisms on municipal buildings*
- *Educate builders and developers to site buildings and to plan land for improved solar orientation*
- *Acquire subsidies from higher levels of government for alternative energy projects*
- *Establish policy on using energy efficient fixtures in new development*
- *Educate the community on alternative energy sources*
- *Facilitate and/or attract businesses that provide renewable sources of energy*
- *Implement financial, taxation and regulatory incentives for renewable energy programs*

MILESTONES

- 30% reduction in utility consumption in all municipal buildings
- Educational programs result in Drayton Valley's overall energy consumption decreasing by 5%
- Legislate new development to use energy efficient fixtures
- A Home Energy Audit tool is utilized within 20% of the Town's residences
- Drayton Valley uses energy from an "Energy from Waste" manufacturer for a future municipal building

NATURAL ENVIRONMENT

NATURAL ENVIRONMENT

Protection of biodiversity, natural areas, riparian spaces, water courses and clean air sources is fundamental to our community's sustainability. Ensuring development respects and integrates within the natural environment will help maintain ecosystem health and integrity. Keeping our natural environment healthy and functioning is a way of preserving our life support – clean air and water – for decades to come.

WATER

GOAL: WATER CONSUMPTION PER CAPITA IS REDUCED

Strategy: Enhance the water conservation strategy for Drayton Valley

Strategy: Use economic and financial tools to reduce water consumption

Strategy: Implement options for the use of non-potable water and grey water

Strategy: Employ environmental design and infrastructure to improve water conservation

GOAL: A HIGH QUALITY OF DRINKING WATER IS MAINTAINED FOR ALL RESIDENTS

Strategy: Provide training for personnel in water treatment plant operations to ensure that water effluent meets or exceeds provincial standards

Strategy: Ensure water distribution infrastructure is of quality design and is maintained to meet or exceed provincial standards

Strategy: Participate in regional/provincial initiatives/agencies (agriculture, industry) to establish guidelines for water source protection

GOAL: THE QUALITY OF SURFACE RUNOFF WATER ENTERING THE NORTH SASKATCHEWAN RIVER IS HIGH

Strategy: Develop and implement natural stormwater management strategies

Sample actions:

- *Implement educational tools on water conservation*
- *Develop a policy that mandates developers to use green technology*
- *Encourage homeowners to establish yards that minimize water usage*
- *Develop and/or support innovative water conservation programs in new development*
- *Alter the existing water rate structure to encourage water conservation*
- *Develop a water capture program for municipal developments*
- *Use non-potable water where possible for fire suppression, irrigation, and for serving larger industrial customers*
- *Educate residents to minimize potable water consumption for non-potable purposes*
- *Continue to expand work with industry to utilize grey water for its uses instead of potable water*
- *Encourage household catchment of rainwater, greywater or water recycling*
- *Use green infrastructure design and technology to restore and enhance wetlands*
- *Research and implement water conservation initiatives in all municipal facilities*
- *Develop regulations that control the impacts of construction on land water resources*
- *Ensure that Drayton Valley's potable water supply meets or exceeds Canadian Drinking Water Guidelines and Alberta Environment Standards*
- *Apply ecological design principles to ensure that deleterious materials do not flow directly to streams*
- *Develop ecological approaches to infrastructure management that provide for on-site water filtration where possible*
- *Promote and develop, where possible, rainwater catchment systems, gardens and water-retaining "eco-roofs"*
- *Allow for the natural restoration of streams, wetlands, and riparian areas surrounding storm water retention ponds*
- *Continue to partner with the North Saskatchewan Watershed Alliance and other key stakeholders that operate within the North Saskatchewan River Valley*

MILESTONES

- Drayton Valley establishes a municipal riparian areas policy
- 100% of all municipally owned building have low flush toilets, faucets and showers
- There is a 25% reduction per capita in overall consumption of water by residential users
- 25% of residential buildings have a rain water collection system
- Development policies mandate water conservation technologies in all new developments
- New municipal facilities employ one or more forms of water conservation techniques

AIR

GOAL: DRAYTON VALLEY MAINTAINS ITS AIR QUALITY LEVEL TO MEET OR EXCEED THE MINIMUM PROVINCIAL AIRSHED REQUIREMENTS

Strategy: Improve alternative transportation choices to reduce emissions

Strategy: Raise public awareness of the importance of good air quality

Strategy: Apply best practices to household and commercial/industrial activities to reduce emissions

MILESTONES

- Total community greenhouse gas emissions are reduced
- Green building standards are established for new development

Sample actions:

- *Reduce energy use through green transportation infrastructure*
- *Use alternative fuels to green municipal fleet vehicles*
- *Educate public on the benefits of energy efficient vehicles*
- *Regularly monitor and report on air quality through West Central Airshed Society*
- *Mandate municipal staff to follow the idle reduction policy*
- *Inform the public of clean air initiatives and encourage individual action*
- *Educate the public on the benefits of energy-efficient appliances*
- *Establish green building standards and management systems for all commercial buildings*

NATURAL AREAS AND BIODIVERSITY

GOAL: THE NATURAL ECOSYSTEMS IN AND AROUND DRAYTON VALLEY ARE HEALTHY AND PRESERVED

Strategy: Control the spread of noxious weeds and other invasive species

Strategy: Protect the existing tree canopy in natural areas and public areas

Strategy: Reintroduce natural plant and shrub species

Strategy: Minimize toxic pesticide use

Strategy: Identify and preserve natural habitat and green spaces

GOAL: WILDLIFE AND BIODIVERSITY ARE PROTECTED AND CONSERVED

Strategy: Educate the public on unique ecosystems present in our region

Strategy: Work with provincial government regulatory bodies to ensure/establish balances between wildlife and domestic operations

Sample actions:

- *Revise and/or create municipal bylaws to include measures to eliminate the spread of noxious weeds and other invasive species*
- *Evaluate all new developments for sustainability and promote the use of natural plant species*
- *Implement an urban forest bylaw*
- *Implement bylaws that require permits to remove trees within Drayton Valley and align these measures with development requirements*
- *Educate the public on diverse landscaping practices where natural grasses, plants, and shrub species are used*
- *Revise bylaws and policies to allow for a diverse range of landscaping practices*
- *Reintroduce, where appropriate, native tree and plant species in all municipal landscaping, taking into consideration the impact on infrastructure*
- *Utilize existing utility right-of-ways to create a vegetative buffer between neighbouring properties*
- *Eliminate toxic pesticide use in municipal practices*
- *Educate public on the benefits of eliminating toxic pesticide use*
- *Research and implement, where appropriate, bylaws on the restriction of pesticide use*
- *Develop a policy to have all designated water source areas, riparian habitats and natural green spaces within the Town as protected areas*
- *Implement the Landscape Management Plan*
- *Continue to support the EPBR Parks Council to promote the importance of natural features and engage the community in nature exploration/discovery*

MILESTONES

- The Town outlines a long-term plan to manage dandelions and noxious weeds
- New development standards conserve or protect a minimum of 10% of natural habitat as identified by the Town
- The Town adopts a Tree Preservation By-law
- All municipal land development utilizes only native tree and plant species

ENVIRONMENTAL PRACTICES

GOAL: DRAYTON VALLEY IS A LEADER IN THE FIELD OF SUSTAINABILITY

Strategy: Continuously engage the community in the implementation of the Community Sustainability Plan

Strategy: Network and maintain a connection with the national and international world of sustainability to share ideas and practices

Strategy: Incorporate environmental and sustainable practices in municipal event planning and operations

Sample actions:

- *Regularly meet and network with community interest groups and individuals to further the goals of the Community Sustainability Plan*
- *Recognize individuals and/or groups/businesses that advance sustainability measures*
- *Promote and make available the Community Sustainability Plan for sharing with other communities*
- *Research and implement leading practices from other communities*
- *Provide training on leading practices and train others on same*
- *Obtain membership in applicable professional sustainability organizations*

MILESTONES

- Sustainability awards are given regularly
- Sustainable network groups, in all six key systems, are established and meet regularly
- The Town hosts an annual workshop for the community to review the progress of the Community Sustainability Plan

IMPLEMENTATION AND MONITORING

Implementation of the strategies in Drayton Valley's Community Sustainability Plan will be initiated following Council adoption of the revised Plan. Key to implementation is the understanding that successful sustainability initiatives will rely on the support of the entire community as well as elected officers and their administration. Implementation of this plan will require a strong commitment from corporations and local businesses. Public engagement is critical in understanding all of the processes and procedures that will be taken and some of the choices that have to be made. Council will be responsible for enabling a strategic budgeting process coupled with policy integration across all sectors of the community.

The Plan's monitoring process needs to use existing measures where possible, while minimizing the need for additional resources to do the measuring. To maintain our community's long-term vision, a series of measurable targets and monitoring mechanisms will need to be identified and developed.

APPENDIX A: REFERENCE MATERIAL

THE NATURAL STEP (TNS)

The Natural Step (TNS) Framework is based on systems thinking; recognizing that what happens in one part of a system affects every other of that system. The TNS Framework provides this shared mental model of sustainability by helping people across organizations, disciplines, and cultures to communicate effectively build consensus and ultimately move toward their vision. It uses an upstream approach that anticipates and avoids problems before they occur, rather than reacting to their downstream effects.

The Natural Step Framework:

- uses metaphors such as a funnel to illustrate the problem with our current industrial system, and a scientific understanding to identify how we can open the walls of that funnel.
- defines sustainability with 4 sustainability principles that individuals and organizations can use to build strategies toward sustainability.
- has evolved through a practice that demonstrates that strategic sustainability requires:
    - backcasting from sustainability principles (planning from success)
    - prioritization of actions to ensure that all selected actions are (1) moving in the right direction (towards sustainability), (2) flexible platforms that avoid dead-end investments, and (3) good business decisions (i.e. offer an adequate return on investment).

The Natural Step applies four Principles of sustainability. To become a sustainable society we must:

1) Eliminate our contribution to the progressive build up of substances extracted from the Earth's crust (for example, heavy metals and fossil fuels),
2) Eliminate our contribution to the progressive build up of chemicals and compounds produced by society (for example, toxins, PCBs, and DDT),
3) Eliminate our contribution to the progressive physical degradation and destruction of nature and natural processes (for example, over harvesting forests and paving over critical wildlife habitat); and
4) Eliminate our contribution to conditions that undermine people's capacity to meet their basic human needs (for example, unsafe working conditions and not enough pay to live on).

THE MELBOURNE PRINCIPLES FOR SUSTAINABLE CITIES

The Melbourne Principles for Sustainable Cities was developed in Melbourne (Australia) on 2 April 2002 during an international charette, sponsored by the United Nations Environment Programme and the International Council for Local Environmental Initiatives. Experts at the charette were drawn from developing and developed countries[1].

The Melbourne Principles were born from a need to put sustainable development in the context for cities. The use of these principles is intended to guide thinking and provide a strategic framework for action. It provides a simple set of statements of how a sustainable city would function.

Guiding principles help us navigate an increasingly complex decision-making process where needs are diverse and sometimes competing. They will form the foundation for decision-making criteria that will guide overall planning.

There are 10 Melbourne Principles

1. Provide a long-term vision for cities
2. Achieve long-term economic and social security
3. Recognize the intrinsic value of biodiversity and natural ecosystems and their protection and restoration
4. Enable communities to minimize their ecological footprint
5. Build on the characteristics of ecosystems
6. Recognize and build on the distinctive characteristics of cities, including their human and cultural values, history, and natural systems
7. Empower people and foster participation
8. Expand and enable cooperative networks to work towards a common sustainable future.
9. Promote sustainable production and consumption, through appropriate use of environmentally sound technologies for cities.
10. Enable continual improvement based on accountability, transparency, and good governance.

[1] Melbourne Principles. (2008, September 4). In Wikipedia, The Free Encyclopedia. Retrieved 13:46, September 4, 2008, from http://en.wikipedia.org/w/index.php?title=Melbourne_Principles&oldid=236235703

VALLEY

SECTION	8

AGENDA ITEM: 8.8	2015 - 2019 Social Development Plan
Department:	Community Services
Presented by:	Councillor Long
Support Staff:	Annette Driessen, Director of Community Services

BACKGROUND:

The Town of Drayton Valley developed the original Social Development Plan in 2006, following public consultation, literature review, and municipal input. The Town has partnered with several community organizations and acquired grants and resources from governmental agencies to advance the goals outlined within the Plan.

The review of the 2015 Social Development Plan has been a collaborative effort between the Town of Drayton Valley, Brazeau County and the Healthy Communities Coalition. In July of 2014 a Request for Proposal was sent out looking for a consulting firm to conduct the review of the 2006 Social Development Plan. Barb Pederson Facilitation Services Inc. was the successful candidate.

The Social Development Plan review focused on the Resiliency Model as the underlying foundation for the goals and strategies. Significant work with community stakeholders has occurred to ensure that resiliency is the major outcome of the Plan.

The 2015 - 2019 Social Development Plan Final Draft has been completed and is being presented to Council for acceptance as information only. An opportunity will then be available to the general public for its review of the Final Draft document prior to adoption by Town Council.

MOTION:

I move that Town Council accept the 2015 - 2019 Social Development Plan Final Draft as information only.

Social Development Plan for the Town of Drayton Valley and Brazeau County 2015 - 2019

Final Draft January 15, 2015

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Social Development Plan
for the Town of Drayton Valley and Brazeau County

The Town of Drayton Valley and Brazeau County worked together to develop a joint Social Development Plan for their communities. Their collaborative endeavor is indicative of the environment of cooperation and partnership that exists in their communities and sets the tone for the goals, strategies and action of the Plan. Therefore, throughout the Social Development Plan (SDP), the terms *our community* and *the community* refer to the Town of Drayton Valley and Brazeau County.

What is a Social Development Plan?

A Social Development Plan is a comprehensive plan that focuses on enhancing the quality of life for the citizens of a community and helps provide a ***direction for future decisions*** in the key areas identified by its community members. It is built through the collaborative efforts of citizens, organizations, and government, and creates a balance between the social, health, and economic needs of that community. The strength of a Social Development Plan lies in its ability to engage citizens, mobilize the community, and to reinforce and build upon the work already being done.

A Social Development Plan:

a. Supports individual abilities (encourages citizen engagement)

b. Uses the power of local organizations (including service clubs and private enterprises)

c. Makes the most of non-traditional assets (parks, green spaces, community pride)

d. Builds resilience in the community, and;

e. Improves the community's quality of life

The Preferred Future for our Community

The goal of our community's Social Development Plan is to help our citizens become resilient and to build a community of resilience.

Our community is,

✓ *Responsible, responsive and resilient*

- Drayton Valley and Brazeau County are communities of strength and resilience.
- Residents are aware of the resources that are available to them, and know how to ask for and obtain them for a healthy and happy life.
- Individuals and families have timely access to physical health, mental health, and addiction services.
- Residents feel safe in their homes and as they travel throughout the community.
- Individuals are protected from all forms of abuse.
- Residents participate regularly in community activities.
- Residents are encouraged to give their ideas and opinions to community leaders.
- Community organizations, businesses, and governments work collaboratively together.

✓ *Caring and inclusive*

- All residents in the community have a safe and comfortable place to live.
- Individuals and families are able to meet their basic needs -nutritious food, clothing, housing, transportation, health services, and recreation.
- Residents know their neighbours and gather together for social activities to improve their neighbourhoods, and to share ideas.
- All individuals feel a sense of belonging in the community and have people to rely upon and a place to go to when in need.
- Seniors are actively involved and are supported.
- Youth feel connected to the community and are given opportunities to be leaders.
- Residents are active volunteers.

✓ *Fulfilled with food that is accessible and secure for all*

- All residents have nutritional food to eat.
- Gardens abound through the community; household, community and commercial.
- Foods are produced by using environmentally sustainable practices.
- Residents enjoy buying fresh, locally-grown foods at local Farmer's Markets**.**
- Nutritious food programs are in place throughout our community.

✓ *Distinct and livable*

- Residents are proud of their community, talking enthusiastically about it to visitors, friends, and acquaintances.
- Drayton Valley and Brazeau County are clean and green communities.
- Drayton Valley and Brazeau County are recognized as beautiful communities through award programs.

✓ *Enriched with innovation and learning*

- Residents enjoy learning and have access to a variety of quality training, information, and education services.
- Residents are aware of and benefit from the services of the libraries.
- Drayton Valley and Brazeau County is a regional training centre and a centre of excellence.

✓ *Thriving in health and wellness*

- Residents are healthy and active, using the community recreation and sport facilities and programs.
- Residents frequently use the walking and cycling paths; the open space amenities, and off-leash area.
- Residents enjoy recreation facilities and programs that meet their evolving needs.
- Families participate together in recreation and sport activities.
- Facilities and programs appeal to all generations; and children, youth, adults, and seniors play together.
- Residents are able to realize aspirations, satisfy needs, and change or cope with the environment.

✓ *Creative, rich in heritage, and unique in Identity*

- Residents participate in a variety of cultural, historical and multicultural activities.
- Residents celebrate diversity and multiculturalism.
- The Drayton Valley and Brazeau County community recognizes and embraces our First Nations and Metis heritage.
- Residents appreciate the history of the community.
- Drayton Valley and Brazeau County is home to a variety of cultural venues, historical buildings, and programs that are available and accessible to all.

Listening to the Community

A Social Development Plan (SDP) was initially developed by the Town of Drayton Valley in 2006 through the involvement of citizens who identified the significant challenges facing the Town of Drayton Valley. With successful accomplishment of many goals to address the challenges, and with the changing social and economic situation in the Town of Drayton Valley, an update to the Social Development Plan was carried out from September to December 2014. The collaborative nature of the community is evident in Brazeau County joining with Drayton Valley to revise and update the Social Development Plan.

Citizens were consulted through a variety of activities including the involvement and advice of the Healthy Communities Coalition, and input from residents at a community workshop and at resilience sessions. At two community events, the Haunted House and the Rotary House Event, specific questions were posted on large poster boards and participants encouraged to write answers. Poster boards were also distributed around the community. As well, input given by Town and County citizens, Town staff, and Town Council for the Community Sustainability Plan was incorporated into the SDP.

Building on the Strengths of the Community

During the review of the SDP, decision-makers, leaders, and citizens talked about certain aspects of the community which form the foundation of the SDP, namely,

✓ Working collaboratively

The Town of Drayton Valley and Brazeau County have developed a collaborative Social Development Plan to ensure that all of their residents are able to enjoy a high quality of life within the communities, and that each resident has the opportunity to contribute to the community. The willingness to work collaboratively is evident in this joint approach to the plan. Developing a community where all people can thrive requires a coordinated effort from residents, service providers and government. *Pulling together* is the slogan of Drayton Valley and is evident in the many cooperative initiatives and partnerships in the community. Individuals, neighbours, community organizations, businesses, and government work and pull together. This cooperation, collaboration, and partnership will be the *driver* of the implementation of the SDP.

Drayton Valley and Brazeau County already have a strong network of community resources in place. There are numerous non-profits, service clubs, government services and community members doing tremendous work in the community. The actions contained within the SDP will require the continued commitment of multiple stakeholders to build upon the strong network of services already in place. Existing resources need to be well-coordinated so as to ensure that services are delivered as efficiently and effectively as possible.

Working collaboratively also means seeking and listening to the opinions and ideas of the residents of the community. This SDP is built with engagement of citizens, and the success during implementation will require a continual consultation and involvement of the people who live, work and play in the community.

✓ Building community resilience

Drayton Valley and Brazeau County have chosen to use the model of building a community of resilience as the foundation for the Social Development Plan and has integrated the approach into most of the goals, strategies and actions. Resiliency is more than an individual's capacity to withstand adversity and become stronger; it is *the capacity of individuals to access the resources they need to sustain well-being and the capacity of their communities and governments to provide them with what they need in ways that are meaningful.*[1]

Resilience in a community is described as …

> When there is adversity, resilience is our individual, family, and community's capacity to *navigate* to the resources we need, and
> Our capacity on our own and with others to *negotiate* for these resources to be provided … In ways that are meaningful.[2]

The following schematic shows seven resources for resilience in a community.[3]

[1] Ungar, M., Community Resilience for youth and families: Facilitative physical and social capital in contexts of adversity, *Children and Youth Services Review* (2011), doi:10.1016/j.childyouth.2011.04.27
[2] Ungar, Michael Ph.D. School of Social Work, Dalhousie University. www.resilienceresearch.org. Building Community Resilience, Drayton Valley Alberta October 7, 2014.
[3] Ibid.

✓ Celebrating and building upon the successes of the community

Drayton Valley has successfully achieved many of the goals in its 2006 Social Development Plan including:

- The Town of Drayton Valley has established an Affordable Housing program and has an inventory of 26 units available for accommodating working families and individuals. Individuals housed within this program also benefit from a financial planning program offered through the municipality. The Town of Drayton Valley and Brazeau County are currently partnering in the development of a housing strategy.
- The Town of Drayton Valley developed the Early Childhood Development Centre in 2008. This accredited centre offers quality childcare to 83 children, with an additional 30 children receiving care in accredited day homes. The Centre was recognized nationally by receiving the Prime Minister's Award of Excellence in Childcare.
- The Town of Drayton Valley has led an aggressive campaign to deal with drug abuse and associated crime. The addition of a GIS team to the local detachment and comprehensive social programs such as the Youth Mentor Connector Program have resulted in significant positive changes in our community.
- The Town of Drayton Valley has completed the research phase of its Homelessness and Poverty Reduction initiative, and has secured funds for a period of five years to implement the recommendations coming from the research. Operating through the FCSS Department, the Homelessness and Poverty Reduction Initiative addresses homelessness within the Town of Drayton Valley and Brazeau County.

The strategies and actions within the SDP are written to recognize and build upon the successes in the community. Starting with *what is working well* is a positive and resilient approach.

✓ Encouraging volunteerism

Citizens throughout the consultation process expressed the strong spirit of volunteerism that exists in the community and equally important, the need to build upon the existing core of volunteers. Encouraging volunteerism is viewed as essential to accomplish almost all of the strategies and actions.

✓ Providing for all

This Plan addresses issues that are most important to the residents of the Town of Drayton Valley and Brazeau County. The Plan strives to ensure that all residents of the community are able to enjoy a high quality of life and contribute to the health of the

community. We wish to embrace diversity in our community; welcoming, involving and providing for people of all ages, race, ethnic and cultural backgrounds, colour, socio-economic status, physical and mental abilities, sexual orientation, or family status.

Implementing the Social Development Plan

The Social Development Plan is one of several community plans that have been developed to guide decision-making of Town and County Councillors, staff and community members. The Plan complements other community plans, most notably the Community Sustainability Plan of the Town of Drayton Valley. These plans are interconnected; and implementation of the strategies and actions within each individual plan will also help to achieve goals in all of the plans.

The goals and strategies contained with the SDP are linked to each other. As such, recommended strategies and actions are likely to have a ripple effect beyond any single community issue; a desirable effect to work towards comprehensive and holistic change.

The SDP will evolve as our community evolves. To keep it relevant and meaningful, the Town of Drayton Valley and Brazeau County need to regularly review the plan, seeking input from community residents.

The Community Services Departments of the Town of Drayton Valley and Brazeau County will take a lead role in communicating the plan to community stakeholders, implementing the strategies, and monitoring the success of the SDP. Doing so will require close collaboration with the various partners and key stakeholders within the community. A combined effort will make the Social Development Plan a success.

Social Development Plan Goals, Strategies and Actions

The Social Development Plan is aligned with the Town of Drayton Valley's Community Sustainability Plan (CSP). The CSP articulates the community's goals for a sustainable and successful future, organized by six community systems:

- Health and Social
- Arts, Culture and Heritage
- Governance and Partnerships
- Sustainable Economic Development
- Built Environment
- Natural Environment

While the Social Development Plan mainly addresses the goals of the Health and Social community system, there are also goals within the Plan that address goals from the Arts, Culture and Heritage and Built Environment systems.

A responsible, responsive and resilient community

Citizens feel safe and secure in performing everyday activities, in their homes and throughout the community. Individuals and families are resilient; having the capacity to access the resources that they need for a healthy and happy life. Our community's organizations and governments provide resources and services to ways that are meaningful and accessible to residents.

Goal: The Town of Drayton Valley and Brazeau County community is a community of resilience.

Strategy: Utilize the Building Community Resilience model

Actions:

- Hold awareness and training sessions for community organizations based on the Building Community Resilience model presented by Dr. Michael Ungar, Ph.D.
- Hold awareness and training sessions for individuals and families based on the Building Resilience for Individuals, Family and Community model presented by Dr. Michael Ungar, Ph.D.
- Assess community programs through a resilience lens
- Continue to enhance and promote the various local initiatives that presently deliver services that build capacity within the community
- Develop tools for planning, implementation, monitoring, and evaluation of programs and services based on the Building Community Resilience model, and encourage community organizations to utilize these tools

Strategy: Engage the community (individuals, organizations, businesses) through a community development approach

Actions:

- Provide access to training in community development philosophy, principles, and practices
- Model community development beliefs and methods in work with community organizations and businesses

Goal: Citizens are aware of the resources available to them and know how to access them.

Strategy: Coordinate and collaborate with community organizations to promote and deliver programs and services to residents

Actions:

- Increase awareness of the benefits of social, recreation, culture, and sport programs
- Use the Municipal Offices as central locations for information on community events
- Coordinate programs, such as summer programs, for children to increase uniformity in programs, make better use of resources, enhance marketing of programs, and increase registrations
- Increase the resources obtained through grants and to coordinate the community granting process
- Educate and train community organizations on the "how to" of grant proposal writing

Strategy: Encourage and support local groups and organizations, businesses, and governments to work collaboratively

Actions:

- Continue collaborative community visioning, planning and projects between the Town of Drayton Valley and Brazeau County governments, organizations, businesses, citizens
- Continue providing information to and gathering opinions of residents
- Continue municipal efforts to bring groups together through social networking programs or events
- Utilize research and data to direct actions
- Advocate for more potential resources
- Prioritize projects and allocate resources effectively and efficiently to optimize benefits
- Adopt community school concept (shared resources)
- Participate in wide-scale initiatives (provincial, national, etc.) which benefit the community
- Welcome new partnerships within the community that aim to strengthen the community

Goal: High quality medical services and health professionals are available to address health needs.

Strategy: Implement strategies for increasing and attracting the appropriate health professionals

Actions:

- Continue the community's efforts to recruit adequate health professionals

Strategy: Work with provincial representatives to ensure high quality available health care in the community

Actions:

- Continue to build and maintain strong relationships with provincial representatives in health and other relevant areas

Goal: High quality medical, emergency, and protective services are delivered within Drayton Valley and Brazeau County.

Strategy: Improve emergency and health services within Drayton Valley and Brazeau County

Actions:

- Analyze and adjust, as required, the integrated Community and RCMP plan to address protection concerns
- Monitor ambulance service standards and communicate with the Province to ensure high quality standards

Goal: Drayton Valley and Brazeau County is a safe community.

Strategy: Continue to implement safety bylaws, initiatives, and programs

Actions:

- Work collaboratively with local organizations to address issues of vandalism
- Support the hosting of the "Drug Awareness Display" within local business and industry locations to educate employers and employees on the social issues associated with drug use
- Recognize and broaden the Community Wide Anti-Bullying Campaign
- Research cyber-bullying and proactively prepare awareness information for children, youth, families, and seniors
- Incorporate education on crime prevention, drug awareness, and anti-bullying into community initiatives, such as the Alive 55 Program
- Encourage youth to participate in leadership and recreation opportunities and scholarship programs
- Provide local RCMP Detachment and the Community Policing Officers with a listing of opportunities for youth to assist them in supporting youth at risk
- Continue to support the efforts and initiatives of the "Healthy Communities Coalition" initiative.

- Encourage the local community to report incidents of vandalism and property crime, thereby generating a community desire to combat criminal activity.
- Encourage the industry and business sector to adopt policies related to psychologically safe work places
- Enhance the current Harassment By-Law
- Work with the local RCMP Detachment to address traffic concerns and to identify ways to increase traffic safety
- Support and enhance the Citizens on Patrol program

Outcomes

- Community organizations and the municipalities utilize the Community Resilience model to plan, deliver and assess programs and services.
- Residents have access to a comprehensive summer programming schedule for their children.
- Over 50% of residents know where to access resources they require.
- The Town of Drayton Valley and Brazeau County have a satisfactory number of health professionals in the community.
- Reports of vandalism in the community have decreased by 50%.

A caring and inclusive community

All people including children, youth, families, and seniors have access to basic needs: accessible housing, food, clothing, transportation, health services, and recreation. Citizens are actively engaged in the community, and there is a strong sense of belonging and a strong culture of participation, volunteerism and caring for one another.

Goal: All residents in the community have a place to live.

Strategy: Provide a mix of affordable, diverse and accessible housing options

Actions:

- Set affordable housing targets for all residents
- Provide incentives for affordable housing development
- Explore alternative residential designs
- Promote secondary suites within new residential communities
- Provide housing units that cater to physically disabled

Strategy: Increase residential density though policy changes

Actions:

- Enhance policies to encourage the development of secondary suites
- Develop long term housing plan based on the demographics of the community

Goal: All residents are welcomed, involved, and participate in community activities.

Strategy: Identify and involve diverse populations

Actions:

- Hold events specific to young adults
- Promote community resources in innovative manners
- Target initiatives to specific age groups
- Deliver innovative programs for young adult workers
- Consider Welcome Wagon and Newcomer programs and gatherings possibly targeted at specific populations such as temporary foreign workers, new Canadians, immigrants

Strategy: Continue to consult with and involve citizens to gain their input and expertise

Actions:

- Continue to use innovative methods to engage community in decision-making
- Create safe and open atmospheres for discussion in public meetings

Strategy: Design infrastructure that allows for social inclusion and/or interaction

- Facilitate social inclusion through accessible and affordable community transportation and recreation facilities

Goal: Seniors are actively engaged and supported to allow healthy, independent living.

Strategy: Provide appropriate housing, transportation, wellness and recreation activities for seniors

Actions:

- Set affordable housing targets, recognizing seniors as a special target group
- Encourage and support existing transportation services that are accessible and affordable to seniors
- Ensure public transportation is available, accessible, and affordable for seniors
- Offer wellness, recreation, and healthy lifestyle activities for seniors at an affordable cost
- Provide information on available services, products, and resources for seniors on an ongoing basis

Goal: Youth are involved in the community and provided with the resources and supports to succeed.

Strategy: Provide opportunities for youth to be leaders

Actions:

- Involve youth in creating recreation, sport, and social programs
- Connect seniors and youth
- Encourage more volunteerism among youth and young adults
- Encourage more inclusion of youth in events and planned leadership opportunities
- Develop a "Leaders of Tomorrow" program
- Provide opportunities for youth leadership with Council
- Consider forming a Youth Council
- Determine positive "third places" where youth can meet outside of home and school

Strategy: Connect youth to different individuals and organizations in the community

Actions:

- Create youth positions on municipal and public organizations and committees
- Connect youth and RCMP/authorities
- Increase family programming to help youth connect and parents connect

Goal: Families are able to access high quality child development services.

Strategy: Increase family participation in community programming

- Involve corporate sector in "family friendly" activities and set up a small distribution space on site for families to access information on programs

Strategy: Strengthen parent/caregiver capacity by developing skills, knowledge, confidence and resiliency

- Evaluate services offered, ensuring that they meet family needs
- Ensure mental health services for children 0-6 years of age are in place to support a growing population

- Encourage, support and educate the community to understand the importance of early intervention
- Support and enhance local mental health prevention services for all ages

Strategy: Increase the opportunities for positive, interactive and culturally relevant early childhood experiences

- Involve youth in strategic planning processes for child services
- Engage the community in the creation of a "Family Friendly" campaign

Strategy: Expand the 'hub' model for supporting early childhood development

- Promote children's resources in municipal facilities
- Develop an APP to include a family services link page.

Goal: An exceptional base of community volunteers thrives.

Strategy: Design and implement a community volunteer recruitment and management plan

Actions:

- Enhance the volunteer recognition program
- Work with community agencies to increase opportunities for volunteer development
- Initiate volunteer program such as "student work for credit" and "employee-supported volunteer time"

Strategy: Provide opportunities for volunteer development, training and celebration

Actions:

- Offer volunteer development programs and workshops to the volunteer groups
- Provide presenter series on relevant topics
- Continue activities to promote Volunteer Week in April

Goal: Drayton Valley and Brazeau County promote responsible and caring ownership of pets.

Strategy: Support pet owners by facilitating access to services

Actions:

- Work with landlords to allow pets in rental properties
- Work with vet clinics and vet schools to bring semi-annual spay and neuter clinics
- Work with animal control officials to ensure appropriate care is provided for animals in their care

Outcomes

- Drayton Valley establishes 200 accessible housing units by 2020.
- The Town of Drayton Valley and Brazeau County create and implement flexible development standards that allow for a diversity of housing developments.
- Drayton Valley's Specialized Transportation service expands with the addition of a second vehicle.

- Intergenerational programs are hosted on a regular basis.
- Youth are represented on 50% of all municipal boards and committees.
- The Positive Ticketing Program is well utilized by the RCMP Detachment to make meaningful connections with youth.
- The Town of Drayton Valley and Brazeau County community is home to 15 Day Home providers.
- A community wide MAT Program is established to provide emergency shelter to the homeless.
- Community organizations report sufficient number of volunteers for their programs and services.
- Spay and neuter clinics are held twice a year.

A community fulfilled with food that is accessible and secure for all

Goal: Locally produced foods are widely supported and accessible to all residents of our community

Strategy: Increase participation in local farmers' markets

Actions:

- Facilitate community-based gardens and local farmers' markets
- Establish educational programs about sustainable food production
- Municipally run events will use, whenever possible, local produce and foods

Strategy: Establish household, community, and commercial gardens

Actions:

- Facilitate through supportive measures the development of community and commercial gardens
- Use utility right-of-ways as locations for community gardens
- Promote home gardening

Strategy: Work with the local distributors to improve accessibility of local foods

Actions:

- Provide training opportunities to create local manufacturing and distribution of food

Goal: Nutritious food programs are in place throughout our community.

Strategy: Establish educational programs about making healthy food choices

Actions:

- Encourage schools to adopt healthy food choice alternatives
- Provide healthy food alternatives in municipal facilities
- Support and promote a community-wide food share program

Goal: Foods are produced by using environmentally sustainable practices.

Strategy: Provide education to food growers, restaurants, food producers, and customers on sustainable food producing practices

- Include all stakeholders dealing with nutrition in educational programs
- Schools, where required, make available nutritious meals for students
- Promotion of local community initiatives such as the 100k Kitchen, Community gardens and local greenhouses

Outcomes:

- Locally produced foods are used for all municipally run events and functions.
- A community-based greenhouse is established within the next three years.
- All municipal facilities and schools offer healthy food alternatives.
- Restaurants offer foods produced through sustainable practices.

A distinct and livable community

A sense of community - Our community looks right and feels right. It has an identity that defines ourselves and fosters pride and belonging among our residents.

Goal: Drayton Valley and Brazeau County are clean and green communities.

Strategy: Engage the community in beautification projects and programs

Actions:

- Continue to participate in the Communities in Bloom program
- Provide education and training on environmental sustainability for businesses and residents
- Educate the public through partnerships with local groups, institutions, and businesses
- Control the spread of noxious weeds
- Drayton Valley and Brazeau County is a woodlot/urban forest
- Protect the existing tree canopy in natural areas and public areas
- Reintroduce natural plant and shrub species

Strategy: Strengthen municipal resources, bylaws and policies that benefit beautification efforts

Actions:

- Implement educational campaign on goals of bylaws that enhance beautification
- Establish standards on infrastructure which are aligned with the goal of community beautification
- Establish plan for highway corridor
- Design Area Structure Plans to integrate green-belt corridors, trails, signage, public art, and other beautification initiatives

Strategy: Examine feasibility of curbside composting program and enhanced recycling program

Actions:

- Partner with businesses for an enhanced recycling program
- Research merits of curb side composting and backyard composting

Goal: Residents in the Town of Drayton Valley and Brazeau County are proud of their community.

Strategy: Foster community pride through local initiatives

Actions:

- Increase community participation in neighbourhood “adopt a block” and similar programs
- Recognize local beautification initiatives

- Identify and revitalize specific areas in the community
- Include yearly accomplishments from all sectors of the community in the bi-annual publication of the Community Directory

Strategy: Encourage residents to act as ambassadors for our community

Actions:

- Provide information and promotional material about the community in various forms such as print, social media, websites
- Provide municipal promotional items to residents, organizations, and businesses attending conferences outside of the community

Outcomes

- Drayton Valley is a National Champion in the Communities in Bloom Program.
- New developments are legislated through by-law to use native species for landscaping.
- Over 20% of the community uses backyard composting practices.
- 70% of the community recycles.
- All vacant lots are satisfactorily maintained by the property owners.
- Each year one area within the community is revitalized.

A community enriched with innovation and learning

Connecting People to Opportunities - Citizens have access to quality training, information, education and community services that provide support to overcome barriers, increase employment, reduce poverty, and create opportunities to participate in the community.

Goal: Citizens have access to quality training, information, education and community services.

Strategy: Develop a Human Resources Training Centre for community training and information

Actions:

- Complete and promote an inventory of available training opportunities
- Provide various training opportunities, utilizing local personnel
- Services provided would include:
  - "Train the Trainer" workshops
  - Social program training
  - Management and skills training
  - Extension courses
  - Upgrading courses
  - Education information centre

Goal: Drayton Valley and Brazeau County establish a regional training centre and is recognized as a centre of excellence.

Strategy: Provide a diverse range of educational and training opportunities in the community

Actions:

- Establish the Clean Energy and Technology Centre and work with all stakeholders in implementing its strategic direction.
- Continue partnerships with Norquest College, Northern Alberta Institute of Technology, Grant MacEwan University, the Open Learning Agency, University of Alberta, and other institutions that may present an opportunity
- Develop other regional partnerships with educational institutions
- Maintain and/or enhance opportunities for residents to access life-long learning programs
- Research and implement e-education opportunities
- Work with local organizations and businesses to promote volunteer development
- Bring in "bag lunch" presenters to the MacKenzie Conference Centre
- Reach youth using communications media relevant to their needs
- Continue to enhance technological measures to meet communication needs

Goal: Businesses, community organizations and the Town of Drayton Valley and Brazeau County work collaboratively to provide learning opportunities.

Strategy: Develop business and community educational and mentorship programs

Actions:

- Encourage businesses to mentor youth
- Provide municipal support for business success (Temporary Foreign Workers, Shop Local, Youth employment)

Strategy: Continue to support libraries in the community

Actions:

- Continue municipal support to the local Library Boards
- Continue to provide free or low-cost library memberships to community residents

Outcomes

- The Clean Energy and Technology Centre is 100% occupied and is recognized for its training opportunities.
- An incubator program for young entrepreneurs is operating.
- The number of small businesses within the Town of Drayton Valley and Brazeau County increases by 20%.
- A local Business Council is established, providing improved services to local businesses.
- The Town of Drayton Valley partners with the Community Foundation to establish Scholarships in Innovation.

A community thriving in wellness and health

Citizens have the opportunity to participate in a broad range of activities that encourage many dimensions of wellness: physical, emotional, spiritual, mental, intellectual, environmental and financial. Services promote healthy lifestyles, social connectedness, mental well-being, and community cooperation.

Goal: Drayton Valley and Brazeau County are vibrant and healthy communities.

Strategy: Create an integrated and accessible system of natural spaces and parks

Actions:

- Maintain a high number and good quality walking/cycling paths and other open space amenities
- Establish off-leash areas for pets
- Provide barrier free access for those individuals with mobility difficulties
- Establish a physical link between all natural spaces and parks
- Develop an Open Space and Trails Master Plan with neighbouring municipalities
- Integrate the trail and pathway system with regional trail networks
- Encourage walking clubs

Strategy: Drayton Valley and Brazeau County support a community that enhances all dimensions of wellness.

Actions:

- Encourage private and public services, business development and educational opportunities that support the dimensions of wellness including but not exclusive to: physical wellness (healthy eating, active living), emotional wellness, spiritual wellness, mental wellness, intellectual wellness, environmental wellness and financial (occupational) wellness
- Support a public awareness about wellness through campaigns, educational opportunities, training and events
- Establish a link between all forms of wellness when possible (i.e. healthy eating linked to active living spaces/events, benefits of physical activity linked to mental wellness) through promotion, events and other opportunities

Strategy: Provide opportunities for healthy lifestyles through education and physical activities

Actions:

- Encourage schools to establish a policy to provide daily physical education classes to students
- Create an integrated and accessible system of natural spaces and parks
- Support community initiatives that combat child obesity and chronic illnesses
- Promote healthy lifestyles through information and education avenues

Goal: Recreational facilities and programs are available and accessible for all.

Strategy: Determine the feasibility of developing new recreation facilities

Actions:

- Develop a new Recreation Master Plan

Strategy: Adapt recreation facilities to meet the evolving needs of residents and visitors

Actions:

- Provide facility users access to modern equipment and highly trained staff
- Expand recreational opportunities through partnering with local user groups
- Create high quality outdoor recreational opportunities within the community
- Ensure that all public recreation facilities are wheelchair accessible and cater to those with mobility issues
- Ensure that all public recreation facilities include family change rooms and provide appropriate signage to compensate for disparities in literacy and languages

Strategy: Continue to work with community partners to ensure appropriate recreation facilities and programs are available

Actions:

- Continue to work with the local School Boards to enhance access to school facilities for after-school and community use.
- Continue to encourage high-density residential and commercial developments to contribute to or provide community recreation amenities, with an emphasis on child and family friendly neighbourhoods

Strategy: Continue to offer a variety of recreation programs and services for all residents (children, families, youth, seniors, singles, etc.)

Actions:

- Develop a plan to fill gaps in recreation services
- Provide a variety of types and times of programs and services to meet evolving needs of residents e.g. informal and self-directed activities, families with children, women
- Encourage industries to support the recreation, sport, and wellness pursuits of their employees
- Celebrate the benefits of recreation annually during the Recreation Month of June
- Continue to establish additional programming for youth during the Christmas break, spring break, and other non-instructional time throughout the school year
- Continue to support community organizations to provide recreation programs through options such as technical support, financial support, policy development, administrative support, or marketing support

Strategy: Encourage community organizations to remove barriers to access to recreation services

Actions:

- Encourage community organizations to continue to create and promote a subsidy program to allow those less fortunate to be included in its programs and activities

- Enhance the availability of no-cost recreation programs

Outcomes

- Walking paths and trails within the community are connected.
- A joint municipal Recreation Master Plan is established and adopted by Councils.
- A joint municipal plan for the establishment of a new aquatic facility is adopted.
- A combined program for an indoor playground and gymnastics is established.
- Town Council adopts conceptual plans for community parks.
- An outdoor rink is established in Drayton Valley.
- The local Jumpstart Program increases its capacity by 25%.

A creative community rich in heritage, unique in identity

Culture is present in the community through libraries, the local museum, the preservation of our heritage buildings, opportunities for artistic expression, and places that present and connect local arts to people. Local arts and heritage give us community vitality, a path to creativity and innovation, and a sense of who we are.

Goal: Drayton Valley is inclusive to all cultures and heritages and celebrates this diversity.

Strategy: Celebrate the spirit of our heritage and the multiculturalism of our community

Actions:

- Organize an annual heritage/multicultural day – a celebration of our roots in the community (e.g. frontier/pioneer, oil and gas, forestry, agriculture)
- Promote community multicultural events and cross-generational cultural activities
- Celebrate our diversity of culture with food and dance with all ethnic groups in the community

Goal: Arts are celebrated, and opportunities to get involved are available for all ages.

Strategy: Increase awareness of the arts, culture and heritage of our community

Actions:

- Continue to support community festivals and special events through staff assistance, financial resources, and/or in-kind contributions or other municipal resources
- Support schools in their endeavour to promote arts and culture
- Orchestrate larger cultural showcasing, advertising, and awareness in the media
- Place local art within public facilities
- Encourage local businesses and industry to display local art and to incorporate cultural features into their physical building design
- Incorporate cultural elements in every event planned in the community
- Celebrate and recognize local culture in public events
- Encourage a broad and diverse range of multicultural events
- Purchase local art and handicrafts to showcase and donate for auctions and door prizes
- Explore the feasibility of a Cultural Endowment Fund to support cultural projects, individual artists, and heritage preservation

Strategy: The Drayton Valley and Brazeau County community recognizes and embraces our First Nations and Metis Heritage

Actions:

- Support and promote Aboriginal Day in celebration of the strong and unique history of First Nations and Metis history in our community
- Encourage First Nations and Metis people to share their knowledge of the history of our community through school and intergenerational programs and events

- Provide the opportunity for Town and County staff and leaders to expand their knowledge of First Nations and Metis cultures through Aboriginal Awareness training

Strategy: Develop and offer multicultural and historical training programs
Actions:

- Encourage further inclusion of youth and seniors in events and planned leadership opportunities
- Embrace our local heritage and historical events for educational purposes
- Incorporate workshops that instill tolerance and the value of multicultural diversity
- Expand the community kitchen program to include all cultures

Goal: Drayton Valley and Brazeau County is host to a diversity of talent and creativity.

Strategy: Showcase, celebrate and recognize local talent
Actions:

- Promote and utilize local talent for community events
- Increase exposure to other cultural talent from other regions of the world
- Encourage local groups to tap into youth talent

Goal: Drayton Valley and Brazeau County is home to a variety of cultural venues, historical buildings, and programs that are available and accessible to all.

Strategy: Continue planning with community organizations and businesses to provide the appropriate cultural facilities for the community
Actions:

- Commence planning and design for comprehensive cultural facility/performing arts centre
- Ensure Recreation Master Plan lays out strategies for establishing a variety of cultural facilities
- The second phase of the Eleanor Pickup Arts Centre renovations is completed
- The Drayton Valley and District Historical Society establishes a 10 year Strategic Plan

Strategy: Work with the Historical Society in developing a plan to expand the museum and historical village
Actions:

- Work with community groups and the Historic Society to identify buildings with historical significance and find ways to preserve them, either on-site or on relocation site
- Create a “heritage site” bylaw

Outcomes

- The Multicultural Association hosts a major multicultural event each year.
- All municipal facilities display local art.
- A local Arts Council is established.

- A Cultural Endowment Fund with the Community Foundation is established.
- Attendance at the Annual Aboriginal Day celebrations doubles within two years.

SECTION	8

AGENDA ITEM: 8.9	**Memorandum of Understanding between Easwara Origins Corp. and BIO-ARCC Drayton Valley Ltd**
Department:	**Bio-Mile**
Presented by:	**Councillor Shular**
Support Staff:	**Manny Deol**

BACKGROUND:

Town Administration has been working to attract industry and innovative projects for development at the Clean Energy and Technology Centre (CETC). From the recent Petroleum Technology Alliance Canada event hosted in Drayton Valley, we were introduced to Easwara Origins Corp.

Easwara's focus is to utilize their technology for treating wastewater to be used in the resource extraction industries. As Drayton Valley is ideally located in an active oil and gas industry area, Easwara is interested to establish a centralized facility here.

Easwara's vision for their demonstration facility and research space is a well-suited fit for the mandate of the CETC. Administration recommends that the CETC pursue working with Easwara to see how CETC can collaborate and work towards a project being located in Drayton Valley with Easwara. In effort for this relationship to move ahead a Memorandum of Understanding (MOU) has been prepared jointly with Easwara.

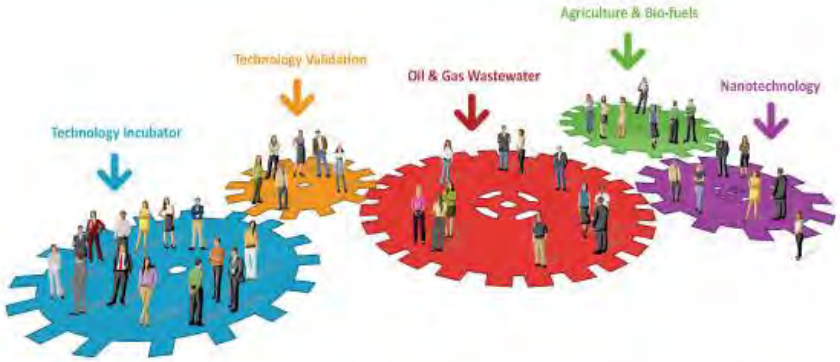
The MOU has received legal review and corrections have been made in the attached document. Easwara Origins Corp. has received their Board of Directors' approval and is prepared to execute the MOU following adoption by Town Council.

For Council's review and consideration.

MOTION:

I move that Council approve the Memorandum of Understanding between Easwara Origins Corp. and BIO-ARCC Drayton Valley Ltd.

"There is no Silver Bullet for wastewater treatment, so Easwara built an arsenal." Dusty McKinnon, CEO



A Holistic Approach to Wastewater

WASTEWATER Oil & Gas wastewater remediation and reclamation is the focus of our business. We have found that our solutions to these dynamic problems may be applied to other industries and challenges. Easwara plans to participate in humanitarian programs.

TECHNOLOGY We have an arsenal of treatment technologies, and a world-class, institution supported facility. Our renowned scientists and engineers combine the right technologies in a treatment chain to meet our clients desired results.

SERVICE A consultant will analyze and characterize the specific water problem and customize a solution at a budget that works. Easwara's Field Operations division can provide full service, or our Chief Engineer can train the client's personnel and monitor via satellite.

BRAIN TRUST Easwara actively seeks new challenges, clients, and technology partners. Prospective technology partners may contact incubator@easwara.com.

TECHNOLOGY INCUBATOR PROGRAM

Easwara leverages national resources to fast-track the commercialization of disruptive technologies such as thin-film coating for steel products that reduce maintenance and shutdowns. Field trials are scheduled, and the next-generation oleophobic nano coatings for ceramics and filtration devices are currently in tech incubator.

Easwara Origins Corp.
Research recovery through wastewater treatment

Technology + Strategy = Success

Our focus is the treatment of wastewater for its reuse in the resource extraction industries.

We understand that there is no silver bullet for wastewater treatment; therefore, we have an arsenal of treatment methods.

Easwara Origins invests in wastewater characterization and classification, so we can combine the right technologies to treat our clients' specific wastewater to their specific requirements.

Our knowledge of wastewater is unparalleled, and our team is available to review, analyze and solve most wastewater problems.

Step 1 - Planning
A consultant meets the client to determine the outcomes and to perform a field analysis. A sample is procured for detailed analysis.

Step 2 - Strategy
A complete characterization is performed and the wastewater is classified & according to the proposed treatment method. A detailed plan indicating cost of treatment and operations based on the volume required is delivered.

Step 3 - Results
Easwara will perform a bench-scale analysis based on the proposed treatment chain.

"Sustainable chemistries & innovative technologies combined to provide unparallelled results"

Dr. Alex Stepanov, CEO, Tech Advice Inc.

Easwara is on The Fast Track to Success. We have major industry partners, a leading university partnership, renowned scientists, trusted service personnel, and non-diluted funding. And we are attracting new technology partners and prospective financial contributors.

We know the secret to wastewater treatment.

We have assembled the right mix of business leaders, academics, and dedicated service personnel to build a successful business.

Easwara has successfully completed its first project with the National Research Council of Canada to validate its chemical treatment method.

Easwara has a limited opportunity for another investor to join us as we validate and integrate new technologies through government supported R&D while we expand our portfolio.

Easwara Origins Corp.
Remediation and Reclamation

Waste remediation and reclamation systems, and technology incubator. Easwara's unique strategy, combined with its strong management, technical and service expertise, make an attractive offering to potential partners. Industry, technology, and financial partnership proposals may be sent to water@easwara.com or by contacting

Dusty McKinnon, CEO
Easwara Origins Corp.
667 3553 31st Street NW
Calgary, Alberta T2L 2K7
+1 (866) 844-1231
www.easwara.com

RMRF Reynolds Mirth Richards & Farmer LLP
BARRISTERS SOLICITORS

WRITER'S E-MAIL smcnaughtan@rmrf.com
WRITER'S DIRECT PHONE 780.497.3362
YOUR FILE
OUR FILE 64814-215-SCM

January 20, 2015

Email

Attention: Kristina Vallee

Town of Drayton Valley
P.O. Box 6837
5120 - 52 Street
Drayton Valley, AB T7A 1A1

Dear Ms. Vallee:

Re: Easwara Origins Corp

This letter follows your email request of January 15, 2015. We have reviewed the draft MoU between the Town of Drayton Valley and Easwara Origins Corp. We attach to this letter a black lined version of the MoU with a few revisions which we recommend. Our understanding of the intent of the Memorandum of Understanding is that it is not intended to create a legal contract or binding document. Rather it is to outline initiatives which the two parties agree to investigate and pursue. For this reason we have revised the statement in the objectives portion of the MoU to make clear the scope of the objectives proposed by the two parties.

The MoU can be terminated by 30 days' notice from either party and accordingly, assuming no additional arrangement is formalized, the exposure of the Town in entering into the MoU is minimal. However, if in fact the investigation of the initiatives proceeds to a stage which includes the creation of a limited partnership, the Town would then have entered into arrangements for which there would be legal consequences. We have not commented on such legal consequences as we do not have information with regard to the scope of what might be contemplated.

If you have any questions please do not hesitate to contact the writer.

Yours truly,

REYNOLDS MIRTH RICHARDS & FARMER LLP

PER:

SHEILA MCNAUGHTAN, Q.C.
SCM/mln
Attachment
1361505;January 20, 2015

MEMORANDUM OF UNDERSTANDING

BETWEEN

Easwara Origins Corp.
("Easwara")

AND

BIO-ARCC Drayton Valley Ltd.
("Drayton Valley")

Effective January 28, 2015

WHEREAS, BIO-ARCC Drayton Valley Ltd. is pursuing its vision to become a global leader in the emerging bio-economy by creating the Bio-Mile industrial park, which is intended to provide an integrated bio-industrial park specializing in the conversion and refining of biomass into bio-energy, bio-chemicals, and bio-fuels; and

WHEREAS, a key component of the project is the establishment of a Clean Energy and Technology Centre (CETC) that will facilitate and support the development of the Bio-Mile by serving to connect business development and capital, education and training, and applied research, and will also serve as a business incubator for new companies as well as existing industry looking to diversify and commercialize new technologies; and

WHEREAS, Easwara's main focus is the treatment of wastewater for its reuse in the resource extraction industries. Easwara invests in wastewater characterization and classification to determine the appropriate technologies to treat their clients' wastewater to their specific requirements.

WHEREAS, Easwara is seeking a centralized location for the research and development of their products while working with a consortium of experts. Easwara is seeking to move their technology from demonstration to commercialization and is interested to build a relationship and presence at the CETC in Drayton Valley.

Objectives:

The undersigned Parties hereby agree to investigate and pursue the initiatives outlined below:

A. The creation of a limited partnership between Easwara Origins Corp. and BIO-ARCC Drayton Valley Limited for the demonstration and commercialization of water and wastewater technologies by:

1. Establishing the Easwara Centre of Excellence for Water and Wastewater Technology Innovation at the CETC;

2. Bring to the table a group of funding agencies and education partners;

3. Locate Easwara's demonstration module unit at CETC site;

4. Investigate the costs of construction to house Easwara's Easywater technology and lab workspace;

5. Discuss and agree upon the economic contribution and revenue distribution of the proposed limited partnership;

6. Develop the business case for the proposed Centre of Excellence for Water and Wastewater Technology Innovation for its replication throughout Alberta Communities;

7. Explore the opportunities to review and develop policies regarding fracking, water and wastewater storage, and water management;

8. Manage and coordinate global water technologies at Centre of Excellence;

9. Work with a consortium of companies in the related industry to establish a formula for centralized water management and treatment;

10. Develop a model for technology demonstration and scale up that may be leveraged for production and consumption by industry in Canada and abroad.

Terms of MOU

1. This MOU becomes effective on the date it is signed by the last signatory to this agreement and will remain in effect for 5 years or until rescinded by mutual agreement by the parties concerned or terminated by one or the other parties.

2. This MOU is not a legal binding document and any dispute on interpretation of this MOU will be resolved through discussion between the participants. No legal partnership or other relationship between the parties to this agreement is created by this document. Neither party shall have the legal ability to bind or create legal obligations for the other.

3. The parties agree to meet once per year to review the MOU and make any necessary amendments.

4. Either party may terminate this MOU by notifying the other party in writing of its intention to do so and the termination will take effect 30 calendar days from the date notification was received by the other party.

5. This MOU may be revised or modified within its period of validity by mutual consent. The signatures below are subject to ratification by all relevant governing bodies.

Signatures

For Easwara Origins Corp:

Dusty McKinnon, CEO | Date

For BIO-ARCC Drayton Valley Ltd.:

Glenn McLean, Director | Date

Manny Deol, Director | Date

1361565

9.0 - Information Items

Page No. 174-192

9.1	Brazeau Seniors Foundation Board of Directors – October 2014 Minutes	175-181
9.2	Drayton Valley Municipal Library Board Minutes – September/October 2014	182-186
9.3	RCMP Report – December 2014	187-188
9.4	Drayton Valley Brazeau County Fire Services Stats – December 2014	189-190
9.5	Waste Management Committee – November 2014 Minutes	191-192

MOTION:

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

Brazeau
Seniors Foundation

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

MEETING OF THE BOARD OF DIRECTORS
Shangri-La Lodge, Drayton Valley
October 24, 2014
9:00 am

ATTENDANCE:

Directors Present:

Jeannette Vatter, Chairperson	Member at Large – Drayton Valley
Dean Shular, Vice-Chairperson	Town of Drayton Valley
Janet Young	Village of Breton
Francine Fairfield	Member at Large – Brazeau County
Marc Gressler	Brazeau County

Directors Absent:

Administration Present:

Stella Keller	Chief Administrative Officer
Cindy Trudgian	Administrative Assistant

Guest:

AnnaMarie Hamilton	Senior Ministry – Housing Division
Don Squire	Senior Ministry – Housing Division

1.0 CALL TO ORDER

J. Vatter called the meeting to order at 9:04 am

2.0 WELCOME INVITED GUESTS – SENIORS MINISTRY-HOUSING DIVISION

J. Vatter welcomed A. Hamilton and D. Squire from Alberta Senior Ministries to the meeting.

2.1 PLANNING, REQUIREMENTS AND PROCESSES

Resolution #14-10-01: Moved by M. Gressler to go in private to discuss planning, requirements and processes at 9:05 am.

Motion ...Carried Unanimously

Resolution #14-10-02: Moved by D. Shular to come out of private at 11:35 am

Motion ...Carried Unanimously

3.0 AGENDA

3.1 ADDITIONS TO THE AGENDA

New Business

8.1 ASLI

8.2 ASCHA Convention and Tradeshow

Correspondence

9.4 From: Alberta Seniors

3.2 APPROVAL OF AGENDA

Resolution #14-10-03: Moved by J. Young to approve the agenda with additions.

Motion ...Carried Unanimously

4.0 APPROVAL OF MINUTES

4.1 MINUTES FROM THE SEPTEMBER 11, 2014 REGULAR BOARD MEETING

Resolution #14-10-04: Moved by D. Shular to approve the minutes of the September 11, 2014 Regular Board Meeting.

Motion ...Carried Unanimously

4.2 BUSIINESS RISING OUT OF THE MINUTES

None at this time

5.0 FINANCIAL

5.1 FINANCIAL REPORTS - Foundation

5.1.1 Foundation Payable Disbursements for September 2014.

Resolution #14-10-05: Moved by M. Gressler to accept the Payable Disbursements as information.

Motion ...Carried Unanimously

5.1.1.1 Visa Payable for September 2014

Resolution #14-10-06: Moved by F. Fairfield to accept the Visa Payable as information.

Motion ...Carried Unanimously

5.1.2 Foundation Balance Sheet as of September 30, 2014

Resolution #14-10-07: Moved by M. Gressler to accept the Balance Sheet as information.

Motion ...Carried Unanimously

5.1.3 Foundation Statements to September 30, 2014

5.1.3.1 Central Services/Lodge

Resolution #14-10-08: Moved by J. Young to accept the Central Services/Lodge Statements as information.

Motion ...Carried Unanimously

5.1.3.2 Provincial Housing Units

Resolution #14-10-09: Moved by J. Young to accept the Provincial Housing Units Statements as information.

Motion ...Carried Unanimously

5.2 FINANCIAL REPORTS – Urban Housing

5.2.1 Urban Housing Payable Disbursements for September 2014.

5.2.2 Urban Housing Balance Sheet as of September 30, 2014

5.2.3 Urban Housing Financial Statements to September 30, 2014

Resolution #14-10-10: Moved by F. Fairfield to accept the Urban Housing Payable Disbursements, Balance Sheets and Financial Statements for Urban Housing as information.

Motion ...Carried Unanimously

5.3 BOARD MEMBER EXPENSE

5.3.1 Board Member Expenses for September 2014.

Resolution #14-10-11: Moved by D. Shular to approve the Board Member Expenses for September in the amount of $914.46.

Motion ...Carried Unanimously

6.0 OLD BUSINESS

None at this Time

7.0 REPORTS

7.1 OPERATIONS REPORT

7.1.1 Operations Report

Operations Report was verbally reviewed by S. Keller.

CENTRAL SERVICES

- Kathy Neufeld has stepped in a couple of days a week to assist with the Housing Manager position.
- I attended the Alberta Public Housing Administrators Association Conference in September. Two organizations reported severe difficulties with the new Housing Access Link. (HAL). The official word is this has been put on hold.
    - Due to the change in Ministry's no government officials spoke that were scheduled to attend. Unfortunately with the change in Ministers it leaves those within the department with an unknown vision and thus it hampers decisions and strategies for moving forward.
    - Discussion took place regarding Market and Non-Market blended housing projects.
    - There are projects also underway that assist with home ownership to those struggling to find any savings, where assistance is provided financially (for example 50/50 down payment) and title is shared until the funding is re-paid. Within the Brazeau County or Town of Drayton Valley this program could be of interest to those making middle income earners, who are struggling to save because of high rents.

Shangri-La Lodge Operation

- Shangri-La Lodge has an active waitlist! This is the first time we have maintained a waitlist since our major renovation and addition project that was completed late 2011.
- The Lodge parking lot has serious pot holes etc. We have requested the work be completed however, we are a small job and Comp 5 has indicated he must get his large jobs completed first.
- The Councillors from the Town of Drayton Valley had lunch with the Lodge Residents on October 1, 2014. Many residents were happy to visit with them and tell them their thoughts on things going on in the Lodge and around Town.

Housing Projects

- I have received a complaint from a tenant in Spruce View Court. I will be responding to the complaint this week. There appears to be a miscommunication between the Manager and a resident.
- We are continuing to experience issues with seniors 'hoarding' and this is extremely difficult to deal with plus it is very time consuming for management. I am looking for a workshop that may help us deal with this better.
- **Direct Rent Supplement Program** – We have been working on this program and trying to stream line some of the issues. After speaking to a few landlords regarding the need for appropriate receipts to ensure the monies supported are going to the Landlord, I believe they are getting a better understanding of our position.

Regenerate and & Retrofit – Shangri-La Lodge

- Construction has begun – Initial Contractor meeting with the Architect, Builder; Housing Division representatives and myself took place on October 6, 2014. They are expected to complete the project by the end of June. Plans have been reconfigured and drawn to provide for the two offices previously discussed. There should be no extra cost for this – Alberta Social Housing Corporation expressed approval of the offices, however had contemplated we would pay for the change. The Architects informed them that the change would not result in extra costs. The Contractor is Monteith Building Group out of Edmonton.

Urban Housing Program

- There are a number of suites vacant and getting ready for new tenants. The light carpets in some of these units are showing wear and tear even though they are only six years old. Funding will be budgeted for replacements next year.

Resolution #14-10-12: Moved by D. Shular to accept the Operations Report as information.

Motion ...Carried Unanimously

7.1.2 Vacancy Report

As of October 1, 2014 the Shangri-La Lodge has 77 rooms' occupied and 5 vacancies (These 5 are under renovations). The Wishing Well has 2 vacancies and Lezure Lea has 2. The Urban Housing program has 4 vacancies, Spruce View Court, and Rocky Rapids are full.

Resolution #14-10-13: Moved by J. Young to accept the Vacancy Report as information presented.

Motion ...Carried Unanimously

7.1.3 Housing Monthly Profile for September 2014

Not discussed at this time

7.1.4 In-Private Session (Personnel & Planning)

None at this time

8.0 NEW BUSINESS

8.1 ASLI

The Alberta government is helping to develop new continuing care spaces in areas in the province for accommodation and services for individuals requiring higher levels of care. ASLI funding is available to not-for-profit organizations. Alberta Seniors is accepting grant applications for the development of projects.

8.2 ASCHA Convention and Tradeshow

S. Keller, M. Gressler, and D. Shular will attend the 2015 ASCHA Convention April 15 – 17 as delegates.

9.0 CORRESPONDENCE

9.1 **To: The Funding Municipalities** – Board Appointments **(September 15, 2014)**

9.2 **From: Town of Drayton Valley** – Appointment of Councillor Dean Shular to the Brazeau Seniors Foundation Board and Fayrell Wheeler as alternate **(October 9, 2014)**

9.3 **From: Village of Breton** – Appointment of Deputy Mayor Janet Young to the Brazeau Seniors Foundation Board and Councillor Jessica Doucette as alternate **(October 9, 2014)**

9.4 **From: Alberta Seniors** – 2015 Housing Management Body Budget (October10, 2014)

Resolution #14-10-14: Moved by D. Shular to accept the correspondence as information presented.

Motion ...Carried Unanimously

10.0 FUTURE MEETING DATES

10.1 STRATEGIC PLANNING MEETING – Thursday, November 6, 2014 at the Super 8 Motel, Board Room at 9:30am

10.2 Shangri-La Lodge Resident Christmas Party – December 10, 2014 5:30pm

10.3 NEXT BSF REGULAR BOARD MEETING – Thursday, December 11, 2014 at the Shangri-La Lodge @ 1:00pm

11.0 ADJOURNMENT

Resolution #14-10-15: Moved by J. Young to adjourn the meeting at 12:10pm.

Motion ...Carried Unanimously

APPROVED AT THE **December 11, 2014** MEETING OF THE BOARD

Chief Administrative Officer

Board Chair

DRAYTON VALLEY MUNICIPAL LIBRARY BOARD MINUTES

The minutes of the Drayton Valley Municipal Library Board regular meeting held September 09, 2014 at 4:00 p.m. in conference room #1.

PRESENT Lyndara Cowper-Smith Anthony Heinrich Graham Long Rose Mayan Gayle Sacuta Brenda Cartwright Sandy Faunt

ABSENT

CALL TO ORDER Lyndara Cowper-Smith called the meeting to order at 4:15 p.m.

AGENDA Councillor Anthony Heinrich moved to approve the agenda as presented. **MOTION CARRIED.**

ADOPTION OF MINUTES

Councillor Graham Long moved to adopt the minutes of the June 19, 2014 meeting as presented. **MOTION CARRIED.**

BUSINESS ARISING

Renovations - update The self-check kiosk has been installed but is not fully functional yet as the books have yet to be tagged. This could take some time. Looking into getting a used detection system vs. new or not getting one at all. Weighing the cost against what goes missing and trying to decide the best way to go. The book drop, half of the RFID tags and one workstation have been ordered. The flooring is ready to order. The wooden circulation desk is ready to order; we project that overall, the desk component of the capital budget will be about 25% higher due largely to increased freight and installation charges and the wooden desk itself. To keep within the overall capital budget, care will be taken to trim the project in the area of the RFID security system. Also, the office wall is not going to be installed which should save an estimated 1500. There was discussion on keeping track of expenditures and staying on budget.

Item	Est. cost	
Desk plus electrical	15,550	ready to order
Book return	10,000	ordered
Self-check	11,200	installed
RFID tags	2,500	ordered
Floor	7,800	ready to order
Work station	1,800	ordered
Electrical	1,400	installed

A total of 50,250 from the approved capital request of 79,850 has been either ordered or received. There is 29,600 remaining in the budget.

Rose Mayan moved to approve the expenditure of 50,250 on the above items including the revised cost of the desk. **MOTION CARRIED.**

FINANCIAL

Monthly Financial Report – July/Aug 2014

Councillor Graham Long moved to accept the July & August 2014 Financial Report as information. **MOTION CARRIED.**

Salary Forecast & Operating Budget 2015

Gayle has the salary projection for 2015 available in her office. Discussed operating budget and decided to table it to next meeting.

Capital Budget 2015 Gayle had sent the capital budget in the amount of 65,032 to the Town and County. Brenda Christie (County) and Tracy Johnson (Town) wanted the Userful software amount taken out and expensed over 3 years. The revised capital request is $55,300.

Councillor Anthony Heinrich moved to approve the revised capital request of 55,300 from the municipalities for the furniture and carpet listed for 2015. **MOTION CARRIED.**

REPORTS

Councillors Councillor Anthony Heinrich mentioned the two municipalities had participated in a meeting to facilitate going forward.

Councillor Graham Long reported that he had not heard back regarding the wording of Article 2.1 (d) in the agreement with Brazeau County Library Board. Gayle noted a letter from the lawyer in

correspondence suggesting the possibility of revising the wording at an appropriate date.

Graham also reported that the Western Review has papers dated back to 1954 and that perhaps there would be a chance for the Library to play a part in digitalizing them or housing them.

Director — Gayle has written a fibre optic blog – attached. The library had just over 200 registrations for the Summer Reading Program. The library will be receiving a 2000.00 grant from Telus to be used on technology and youth. Gayle will review grant application and revise program as grant was less than 50% of what she asked for.

Councillor Anthony Heinrich moves to accept the reports as information. **MOTION CARRIED.**

NEW BUSINESS

Policy Review — Binders are being updated.

Christmas Hours — Sandy to check and see what the Town is doing for Christmas closure and bring it back to the next meeting.

Directors Position — Gayle Sacuta handed in her resignation.
Councillor Anthony Heinrich moved to regretfully accept Gayle's resignation. **MOTION CARRIED.**

The Library board went in camera at 6:05 and Sandy was asked to leave.

The library board came out of camera at 6:20 and Sandy rejoined the meeting.

Councillor Anthony Heinrich moved that the Board offer the Director's position to Sandy Faunt for a term of 6 months, at which time she can decide to stay or go back to her previous job.
MOTION CARRIED.

Sandy will advertise for a contract position of Assistant Director for a 6 month term with a possibility of it extending to full time.

CORRESPONDENCE

Gayle Sacuta's resignation
Board Application from Brenda Cartwright and Minutes from Council appointing her to the Drayton Valley Municipal Library Board.
Another Board Application received.
Letter from RMRF – Town lawyer, stating alternative to wording of Section 2.3 of the agreement – Board discussed and will leave for now – Bring it up when we renew contract in 3 years.
AB Municipal Affairs – letter stating they received the agreement between the Drayton Valley Library Board and the Brazeau County Library Board and that the minister's approval is not required as they set out the terms of the working relationship.
AB Municipal Affairs – letter stating they received updated policies. They would like us to go by proper legal name which is the Town of Drayton Valley Library Board. In the Town by-laws we are called Drayton Valley Municipal Library Board and on our Charitable status.
Public Library Services – Grant – 37,567
ALTA – letter regarding newsletter. Will sign up all board members with email to receive this newsletter.
AB Municipal Affairs – Letter asking for applications – Awards For Excellence in Public Library Service
Letter from YRL – cheque in the amount of 6,045 for special projects service enhancement.
YRL Annual Report

Councillor Graham Long moved to accept correspondence for information.
MOTION CARRIED.

Brenda Cartwright will be attending a Trustee workshop in Bon Accord on October 4, 2014.

NEXT MEETING DATE: Next meeting date: **October 14, 2014 at 4:15 pm** in Conference room 1.

ADJOURNMENT — Rose Mayan moved to adjourn the meeting at 6:50 pm.
MOTION CARRIED.

S Faunt
Recording Secretary

Adopted on the 14 **day of** Oct. **, 2014.**

Chair

The minutes of the Drayton Valley Municipal Library Board regular meeting held October 14, 2014 at 4:15 p.m. in conference room #1.

PRESENT Lyndara Cowper-Smith Anthony Heinrich Graham Long Rose Mayan Brenda Cartwright Colleen Andersen Sandy Faunt Marge Eliuk

ABSENT

CALL TO ORDER Lyndara Cowper-Smith called the meeting to order at 4:25 p.m.

AGENDA Addition: 7.3 ALC
Rose Mayan moved to accept the agenda as amended. **MOTION CARRIED.**

ADOPTION OF MINUTES
Brenda Cartwright moved to adopt the minutes of September 09, 2014 meeting as presented. **MOTION CARRIED.**

BUSINESS ARISING

Renovations – update ETA for the circulation desk is December 19, 2014
ETA for the floor is November 24 or 25, 2014
The office window will be installed when carpenter begins inside work.
The Book Return has arrived, been installed and is in use
The Self Check is here, and the tagging machine has arrived. Technician will be out soon to show us how to tag items.
One of the workstations and half the tags have been received, Sandy will order rest next week.
Weeding of the collection is on-going.

Christmas Hours Discussion on what hours to close for Christmas.

Rose Mayan moved to close the library on December 24th at 1pm and December 31st at 1pm as well as a full day January 2nd and Saturday the 3rd, to re-open on the 5th. Staff will need to take a vacation day or time in lieu for January 2nd. **MOTION CARRIED.**

Councillor Graham Long moved to pay full time staff for the half days December 24th and 31st. . **MOTION CARRIED.**

FINANCIAL

Monthly Financial Report – September 2014
Colleen Andersen moved to accept the September 2014 Financial Report as information. **MOTION CARRIED.**

Operating Budget 2015
Changes to Brazeau County and Town of DV's contribution. Some discussion.

Councillor Anthony Heinrich moved to adopt the Operating Budget 2015 dated October 10, 2014 as amended.
MOTION CARRIED. (copy attached)

REPORTS

Councillors Councillor Anthony Heinrich reported that there were no changes and he would not know until the end of October 2014, if he would remain on the Library Board or not.

Councillor Graham Long reported that he has been reappointed on the Library Board for another term until October 2015. He will also be attending a YRL Regional Library Board Meeting in November 2014.
He also brought up the digitalizing of the Western Review and was informed that the Library had a number of years of the Western Review on Microfilm. Exact dates to be provided for next meeting.

Director Six library staff members and Councillor Anthony Heinrich attended the YRL at the Marriott River Cree Hotel on September 12, 2014.
Brenda Cartwright and Sandy Faunt attended the Library Board Basics Workshop in Bon Accord on October 04, 2014. The next one is scheduled for Stony Plain and Sandy will check to see where upcoming ones are if Colleen Andersen can not attend this one.
Sandy Faunt and Marge Eliuk will be attending the Netspeed conference on October 16 & 17, 2014 at the Marriott River Cree Hotel.

Brenda Cartwright moved to accept the reports as information. **MOTION CARRIED.**

NEW BUSINESS

Policy Review

Policy 4.1.7. 4 Library Facility & Operations:Displays
Discussion on adding posters to this policy. Sandy to go over policies and make changes. Next meeting Sandy will provide the list of all the policies that have been updated and dates that they were done.

Councillor Anthony Heinrich suggested a Policy Day so that we could all become more aware of the Library's policies. Saturday January 31, 2015 was picked to spend from 9:00 am until 4:00 pm to familiarize ourselves with the policies and see what changes should be made. This will include lunch. The Conference Room 1 will need to be booked.

Rose Mayan moved that the Board spend the day of Saturday January 31, 2015 going over the Library Policies and making changes if necessary. **MOTION CARRIED.**

Election of Chair and Vice Chair

Councillor Graham Long nominated Lyndara Cowper-Smith for Chair
Lyndara Cowper-Smith accepted.
Rose Mayan Seconded.
All in Favor.

Rose Mayan nominated Brenda Cartwright as Vice Chair
Brenda Cartwright declined.

Councillor Anthony Heinrich nominated Rose Mayan.
Rose Mayan accepted.
Lyndara Cowper-Smith Seconded.
All in Favor

Brenda Cartwright brought up the question of Alternatives for the Councillors, as this was discussed at the Library Board Basics Workshop. Alberta Municipal Affairs says that Public Library Boards should not have alternates. Both Councillor Anthony Heinrich and Councillor Graham Long disagreed. Sandy called and spoke to both Ken Feser and Ken Allen and they stated that nothing is printed in black and white that this is true but were adamant that alternates were not allowed. It was suggested that Ken Feser or Ken Allen join the next joint council meeting to explain this. Sandy will ask Nesen to ask the Town's lawyer about alternatives for public libraries.

ALC

The Alberta Library Conference at Jasper Park Lodge is from Thursday, April 30 to Sunday May 03, 2015. Sandy has booked rooms at Mt. Robson Hotel as there were none available at the Lodge. These can be cancelled or changed if necessary.
Rose Mayan, Colleen Andersen, Brenda Cartwright, Sandy Faunt and Marge Eliuk are all interested in attending. Councillor Graham Long may attend as well.

CORRESPONDENCE

Town of Drayton Valley - Councillor Graham Long has been reinstated on the Library Board for another year with Councillor Debra Bossert as alternate.
Brazeau County – cheque received for 2014 final payment in the amount of 117,317.50. Stats Canada CPI printout for 2015 payment. See attached.
Hawkings Epp Dumont – Audit engagement letter. Copy signed by Lyndara Cowper-Smith and sent.

Councillor Anthony Heinrich moved that the Correspondence be received as information.
MOTION CARRIED.

NEXT MEETING DATE: Next meeting date: **Tuesday, December 09, 2014 at 4:15 pm** in Conference room 1.

ADJOURNMENT

Brenda Cartwright moved to adjourn the meeting at 5:45 pm.
MOTION CARRIED.

Marge Eliuk
Recording Secretary

Adopted on the 9 **day of** December**, 2014.**

Chair

2015 Operating Budget: Drayton Valley Municipal and Rotary Children's updated October 10, 2014

	budget 2014	budget 2015	actual 2014 to end Sept
Revenue			
book sales	$5,500.00	**$5,500.00**	$2,092.00
sales of goods and services	$10,000.00	**$10,000.00**	$3,073.00
fees and fines	$8,000.00	**$8,000.00**	$5,577.00
interest revenue	$550.00	**$550.00**	
grants (including operating)	$55,195.50	**$56,000.00**	$55,600.00
town of DV	$308,285.00	**$317,855.00**	$131,802.00
Brazeau County	$230,568.00	**$240,735.00**	$93,720.00
donations	$1,000.00	**$2,050.00**	$3,340.00
total revenue	$619,098.50	**$640,690.00**	$295,204.00
Expenses			
book purchases book shop	$4,800.00	**$4,800.00**	$502.00
salaries and wages main	$328,650.00	**$335,223.00**	$246,575.00
salaries and wages rotary	$55,000.00	**$66,300.00**	$35,965.00
benefits main	$65,900.00	**$67,046.00**	$54,921.00
benefits rotary	$5,500.00	**$11,934.00**	$2,556.00
audit and legal	$7,000.00	**$7,037.00**	$3,155.00
prof and gen services rotary	$0.00		
board	$4,500.00	**$4,500.00**	$320.00
equip rentals	$7,000.00	**$7,000.00**	$4,340.00
equipment rentals rotary	$7,000.00	**$7,000.00**	$4,103.00
bank charges	$500.00	**$800.00**	$406.00
supplies	$8,000.00	**$10,000.00**	$1,971.00
supplies rotary	$3,000.00	**$1,000.00**	$414.00
memberships	$700.00	**$1,100.00**	1066
postage	$50.00	**$350.00**	$62.00
programs	$10,000.00	**$10,000.00**	$6,909.00
program rotary	$3,000.00	**$3,000.00**	$630.00
travel	$6,000.00	**$6,000.00**	$4,638.00
insurance	$3,000.00	**$3,000.00**	$2,686.00
janitorial	$12,000.00	**$12,000.00**	$8,289.00
janitorial rotary	$10,000.00	**$10,000.00**	$8,559.00
maintenance	$2,000.00	**$2,000.00**	
maint rotary	$1,000.00	**$1,000.00**	$965.00
utilities	$11,000.00	**$12,000.00**	$4,933.00
utilities rotary	$6,000.00	**$6,000.00**	$4,084.00
equipment	$5,000.00	**$5,000.00**	$4,692.00
equip rotary	$5,000.00	**$5,000.00**	$2,743.00
book purchases	$25,000.00	**$27,500.00**	$18,464.00
books rotary	$5,000.00	**$5,500.00**	$1,150.00
non-book main	$6,000.00	**$6,600.00**	$4,553.00
non-book rotary	$1,500.00	**$2,000.00**	$852.00
Total Expenses	$609,100.00	**$640,690.00**	$430,503.00

DEC 0 9 2014

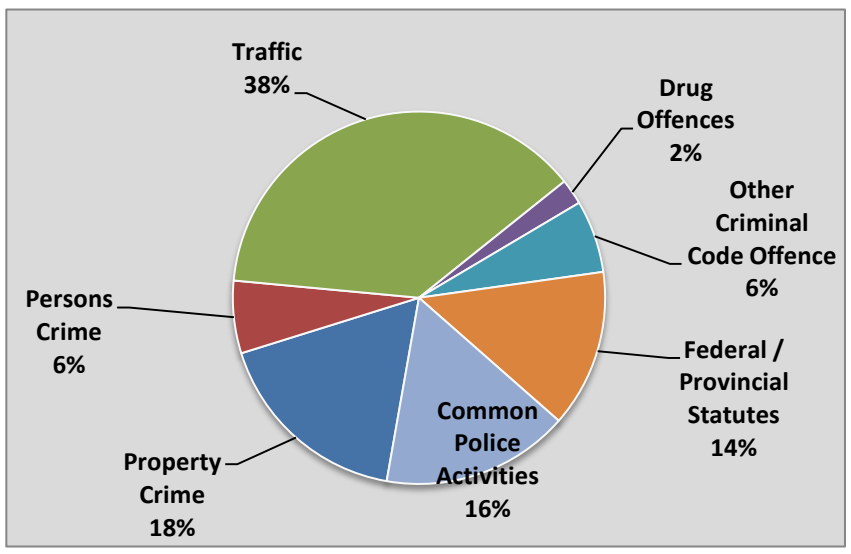
Town of Drayton Valley - Drayton Valley Detachment
Crime Data - December, 2014

CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Offences Related to Death	0	0	0	0	0	0.0%
Robbery	0	0	0	0	0	0.0%
Sexual Assaults	0	0	0	0	0	0.0%
Other Sexual Offences	0	0	0	0	0	0.0%
Assault	14	9	7	1	8	88.9%
Kidnapping/Hostage/Abduction	0	0	0	0	0	0.0%
Extortion	0	0	0	0	0	0.0%
Criminal Harassment	9	2	1	0	1	50.0%
Uttering Threats	9	6	1	5	6	100.0%
Other Persons	0	0	0	0	0	0.0%
TOTAL PERSONS	**32**	**17**	**9**	**6**	**15**	**88.2%**
Break & Enter	7	5	1	0	1	20.0%
Theft of Motor Vehicle	6	5	1	1	2	40.0%
Theft Over	0	0	0	0	0	0.0%
Theft Under	13	13	2	1	3	23.1%
Possn Stn Goods	3	1	0	0	0	0.0%
Fraud	2	2	0	0	0	0.0%
Arson	0	0	0	0	0	0.0%
Mischief To Property	28	21	2	1	3	14.3%
TOTAL PROPERTY	**59**	**47**	**6**	**3**	**9**	**19.1%**
Offensive Weapons	0	0	0	0	0	0.0%
Disturbing the Peace	9	6	0	4	4	66.7%
OTHER CRIMINAL CODE	**23**	**17**	**11**	**4**	**15**	**88.2%**
TOTAL OTHER CRIMINAL CODE	**23**	**17**	**11**	**4**	**15**	**88.2%**
TOTAL CRIMINAL CODE	114	81	26	13	39	48.1%
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	5	5	4	0	4	80.0%
Drug Enforcement - Trafficking	1	1	0	2	2	200.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
Total Drugs	**6**	**6**	**4**	**2**	**6**	**100.0%**
Federal - General	0	0	0	0	0	0.0%
TOTAL FEDERAL	**6**	**6**	**4**	**2**	**6**	**100.0%**
Liquor Act	3	3	1	1	2	66.7%
Other Provincial Stats	21	20	0	1	1	5.0%
Total Provincial Stats	**24**	**23**	**1**	**2**	**3**	**13.0%**
Municipal By-laws Traffic	1	1	0	0	0	0.0%
Municipal By-laws	5	5	0	0	0	0.0%
Total Municipal	**6**	**6**	**0**	**0**	**0**	**0.0%**
Fatals	0	0	0	0	0	0.0%
Injury MVAS	1	1	1	0	1	100.0%
Property Damage MVAS (Reportable)	38	38	10	4	14	36.8%
Property Damage MVAS (Non Reportabl	4	4	1	0	1	25.0%
TOTAL MVAS	**43**	**43**	**12**	**4**	**16**	**37.2%**
Provincial Traffic	**41**	**41**	**18**	**2**	**20**	**48.8%**
Other Traffic	**1**	**1**	**0**	**0**	**0**	**0.0%**
Criminal Code Traffic	**17**	**17**	**4**	**0**	**4**	**23.5%**

Common Police Activities			
False Alarms	26	VSU Accepted	10
False/Abandoned 911 Call	0	VSU Declined	39
Prisoners Held	6	VSU Offered - Not Available	0
Written Traffic Warnings	0	VSU Proactive Referral	1
Index Checks	57		
Fingerprints taken for Public	18		
Persons Reported Missing	1		
Request to Locate	2		
Abandoned Vehicles	9		

Town of Drayton Valley - Drayton Valley Detachment
Crime Data - December, 2014

Property Crime	Break & Enter	5	Federal / Provincial Statutes	Liquor Act	3
	Theft of Motor Vehicle	5		Mental Health Act	3
	Theft Over	0		Coroner's Act - Sudden Death	5
	Theft Under	13		Child Welfare Act	0
	Possn Stn Goods	1		Other Provincial Statute	20
	Fraud	2		Other Federal Statute	6
	Arson	0		**Total**	**37**
	Mischief To Property	21	Common Police Activities	False Alarms	26
	Total	**47**		False/Abandoned 911 Call	0
Persons Crime	Assault	9		Abandoned Vehicles	9
	Robbery/Extortion/Harassment/Threats	8		Persons Reported Missing	1
	Sexual Offences	0		Request to Locate	2
	Kidnapping/Hostage/Abduction	0		Suspicious Person/Vehicle/Property	6
	Offences Related to Death	0		**Total**	44
	Total	**17**			
Traffic	Motor Vehicle Collisions	43			
	Impaired Related Offences	16			
	Provincial Traffic Offences	41			
	Other Traffic Related Offences	2			
	Total	**102**			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	5			
	Drug Enforcement - Trafficking	1			
	Drug Enforcement - Other	0			
	Total	**6**			
Other Criminal Code Offence	Breach of Peace	0			
	Disturbing the Peace	6			
	Fail to Comply	11			
	Offensive Weapons	0			
	Other Offence	0			
	Total	**17**			



DRAYTON VALLEY/BRAZEAU COUNTY FIRE SERVICES

Office of the Fire Chief

P.O. Box 6837
5120-52 Street
Drayton Valley, Alberta
T7A-1A1

Main: (780) 514-2216
Fax: (780)514-2244

December 2014 Stats

Town of Drayton Valley/ Brazeau County

Fire Calls- 3

Rubbish and Grass Fires- 1

Motor Vehicle Collisions- 7

Rescue Calls- 0

Alarm Calls- 14

Misc Calls- 6

Total- 31

Town of Drayton Valley

Fire Calls- 1

Rubbish and Grass Fires- 0

Motor Vehicle Collisions- 1

Rescue Calls- 0

Alarm Calls- 11

Misc Calls-4

Total- 17

Tom Thomson
Fire Chief
firechief@draytonvalley.ca

Murray Galavan
Deputy Fire Chief of Operations
dfc@draytonvalley.ca

Kamil Lasek
Deputy Fire Chief of Training
firefighter@draytonvalley.ca

Carla Appleby
Administrative Assistant
fireadmin@draytonvalley.ca

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Main: (780) 514-2216
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Brazeau County

Fire Calls- 2

Rubbish and Grass Fire- 1

Motor Vehicle Collisions- 6

Rescue Calls- 0

Alarm Calls- 3

Misc Calls- 2

Total- 14

Tom Thomson
Fire Chief
firechief@draytonvalley.ca

Murray Galavan
Deputy Fire Chief of Operations
dfc@draytonvalley.ca

Kamil Lasek
Deputy Fire Chief of Training
firefighter@draytonvalley.ca

Carla Appleby
Administrative Assistant
fireadmin@draytonvalley.ca

minutes

Waste Management Committee Meeting
November 10, 2014
10:00 am – 11:00 am
Meeting Room 1

Present:	Councillor Graham Long (Committee Chair), Councillor Deb Bossert, Sonya Wrigglesworth
Absent:	Manny Deol
Minute Circulation:	Attendees, Mayor Glenn McLean (Ex Officio), Councillor Dean Shular (Council Alternate), Manny Deol

1.0 **Councillor Long called meeting to order at 10:00 am**

2.0 **Additions or Deletions to Agenda from November 10, 2014**

4.0 Nomination of New Chair

3.0 **Minutes from Previous Meeting, Waste Management Committee Meeting**

First formal meeting occurred November 10, 2014

4.0 **Discussion Items**

4.0 Nomination of New Chair

Councillor Long was nominated for Chair by Councillor Bossert, seconded by Ms. Wrigglesworth.

4.1 Garbage Pickup Communication

Councillor Long indicated that the Town needs to have increased contact with residents when curbside collection is disrupted; regular rescheduling dates would be best. Ms. Wrigglesworth indicated that residents can expect next day pick up if an area has been missed due to unforeseen circumstances. However, residents may have to wait until the following Monday on some occasions. At this time, communications include:

- mail-outs 2x/year in utility bills from the contractor; and
- advertisements from the Town discussing bin placement 2x/year in the local newspaper.

Administration also notifies residents of delayed pick up when possible through Facebook and the Town website. Staff has also gone door to door in extreme cases. Councillor Long mentioned there will be further opportunity with the release of a web app in the near future.

4.2 Committee Meetings

Meetings will occur every two months or as needed. The next meeting will occur January 2, 2015 at 1:00 pm.

4.3 sonnevera Recommendations

Ms. Wrigglesworth noted there are several recommendations within the recently Council approved sonnevera report (Integrated Waste Management Strategy) which aligns with the Committee's Terms of Reference. The Committee will come to the next meeting prepared to review some of the recommendations and their implementation. Councillor Long and Councillor Bossert also suggested updates about the WastAway project and how it will assist with future planning of the landfill and alternative options.

4.4 Family Day

Ms. Wrigglesworth explained that the hot air balloons would not be requested to come to Family Day at Aspen anymore due to the continued inability to operate because of unpredictable weather conditions. Ideas for other activities are being sought out. Ms. Wrigglesworth also mentioned this is an opportunity for members of Council to volunteer to assist with activities. Councillor Long noted there had been signup sheets in the past for council members to assist with the activities during Family Day. Ms. Wrigglesworth also explained this could be a good opportunity for the Committee and Council to reach out to the public to determine if customer service levels are being met in regards to the landfill and curbside collection, as well as promoting and engaging in public education. Those items are part of the Committee's mandate. All agreed this should come forward to the next G&P meeting.

4.5 Terms of Reference

The Terms of Reference were reviewed.

5.0 Adjournment

Councillor Long adjourned the meeting at 10:45 am.