



Meeting Minutes

THOSE PRESENT:

Mayor McLean
Deputy Mayor Nadeau
Councillor McClure
Councillor Long
Councillor Shular
Councillor Wheeler
Councillor Bossert
Manny Deol, Town Manager
Nesen Naidoo, Assistant Town Manager
Annette Driessen, Director of Community Services
Chandra Dyck, Development & Planning Officer
Lynette Nienaber, Park Valley Pool Manager
Sonya Wrigglesworth, Engineering Technologist
Cpl. Marcia McDermott
Jennifer Stone, Executive Assistant
Sabine Larcher, Administrative Assistant
Jason Thompson, Audio Visual
Courtney Whalen, Drayton Valley Western Review
Reinisa McLeod, Big West Radio
Members of the Public

ABSENT:

David LeDrew, Director of Operations
Fire Chief Tom Thomson
Pam Balke, Bylaw Officer

CALL TO ORDER

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

INVOCATION

None.

1.0 Additions to the Agenda

No items were added to the January 29, 2014 Regular Meeting of Council agenda.

2.0 Adoption of Agenda

RESOLUTION #016/14

Councillor Shular moved to adopt the agenda of the January 29, 2014, Regular Meeting of Council as presented.

CARRIED UNANIMOUSLY

3.0 Corrections or Amendments:

3.1. January 8, 2014, Regular Meeting of Council Minutes

The following correction was made to the January 8, 2014, Regular Meeting of Council Minutes:

Councillor Shular explained that his comments regarding item 6.2 Borrowing Bylaw 2013/16/F were not recorded in the minutes. His comments explained that along with grants and contributions from Capital Reserves and Alberta Municipal Water/Wastewater Grant (AMWWP) the Municipality would need to borrow \$4,100,000.00 in order to complete the project.

4.0 Adoption of:

4.1. January 8, 2014, Regular Meeting of Council Minutes

RESOLUTION #017/14

Councillor McClure moved to adopt the January 8, 2014, Regular Meeting of Council Minutes as amended.

CARRIED UNANIMOUSLY

5.0 Public Hearings

5.1. Bylaw 2013/21/D – Amendment of Bio-Mile Business Park Area Structure Plan

A separate set of minutes were recorded for this item.

6.0 Delegations

6.1. Homelessness and Poverty Reduction Team – Emily Hickman

Ms. Hickman presented Council with the data analysis from her interviews with area businesses, service providers and homeless or at-risk individuals. Ms. Hickman reviewed the results of the survey which included causes of homelessness; the impact this has on businesses and industry, identified resources and support that are currently available as well as services that are lacking in our community and promoting awareness of these services. The presentation continued with the results gathered from service providers and those who are homeless or at risk. Ms. Hickman provided an overview of common causes of housing issues and the demographic of those currently accessing services. Ms. Hickman concluded with a development strategy with identified immediate, short term, mid-term and long term goals

The team approached the hotel association with regards to discounts to rooms in a short term emergency situation. Ms. Hickman explained that a letter signed by the Mayor was prepared to advocate for more funding rural homelessness from the Provincial Government.

Mayor McLean thanked Ms. Hickman for the presentation. Councillor Bossert thanked Ms. Hickman for the presentation and expressed that she was pleased to

hear that employers were included as part of the survey and identified as having a role to play in finding a solution. Councillor McClure asked about the current transition plan if there was no immediate funding. Ms. Hickman explained that the team will apply for various funds and grants. Ms. Strand explained that the team is working on moving forward with this issue. Mayor McLean commented on the housing situation and is looking forward to seeing results in cooperation with the Housing Index Committee. Ms. Hickman explained that the goal is to reduce homelessness, rather than just manage it.

6.2. FCSS and Aim for Success – Lola Strand, Chris Lees

Ms. Strand provided Council with an overview of Aim for Success and the Peer Mentorship program including information on the grants and funds received. Mr. Lees explained that Aim for Success works with area schools to improve school culture and also reviewed the strategies, services and goals that have been achieved so far. The Program follows previous successful strategies and provides training and support for students to empower them to become mentors themselves. Ms. Reich explained how students can get involved and that all children are welcome to participate in the program and noted that further information is available on the website. Ms. Ambrose explained that training is planned in cooperation with Alberta Mentoring Partnership.

Mayor McLean explained that this program is very welcome as a support to education. Councillor Nadeau asked about training for students who want to be mentors in terms of reference and problems that may arise in a discussion. Mr. Lees explained that the program works together with teachers, etc. and that the program takes place at supervised places. Councillor Bossert pointed out the positive impacts of a relationship between mentor and child. Ms. Strand explained that relationships from previous mentorship programs are still ongoing and that a program/training is planned for adults to be mentors.

6.3. RCMP Policing Report December 2013 – Cpl. Marcia McDermott

Cpl. McDermott presented the RCMP policing report for December and explained that collisions increased significantly due to the bad weather. Property crime increased slightly. Person's crime decreased. Cpl. McDermott explained that vehicle thefts and break and enters at residential units decreased.

Councillor Wheeler asked why domestic disturbances have decreased. Cpl. McDermott explained that the report policy has changed recently to better reflect the nature of the situation which has caused this category to decrease.

Mayor McLean called for a break at 10:03 a.m.

Mayor McLean reconvened the meeting at 10:30 a.m.

7.0 Decision Items

7.1. Memorandum of Lease Agreement Between the Town of Drayton Valley and Drayton Area Community Food Bank Society and Pembina Crisis Connection Society (PCCS)

Councillor Bossert explained that the five year lease agreement between the Town of Drayton Valley and the joint associations of the Drayton Area Community Food Bank Society and the PCCS for the lease of Town property is to be renewed. The two societies have already been apprised of the need for the agreement renewal and have indicated their desire to renew the agreement. Administration is recommending the renewal of the agreement for another 5 year period from March 1, 2014 to March 1, 2019.

Mayor McLean noted that this was essentially a rent-free lease.

RESOLUTION #018/14

Councillor Bossert moved that Council approve the renewal of the lease agreement between the Town of Drayton Valley and the Drayton Area Community Food Bank Society and the Pembina Crisis Connection Society (PCCS) for a five year period ending March 1, 2019.

CARRIED UNANIMOUSLY

7.2. Amendment of Bio-Mile Business Park Area Structure Plan presented for 2nd & 3rd Readings of Bylaw No. 2013/21/D

Councillor McClure explained that on August 21, 2013 Council approved the Bio-Mile Business Park ASP for the lands legally described as SE 5-49-7-W5M for the creation of a bio-industrial park. ASP Alberta Transportation has requested that amendments be made to pages 15 and 16 regarding 18th Avenue and the access from the RV dump site on 50th Street.

On December 11, 2013 Council gave first reading to the amending Bylaw 2013/21/D. Four residents from the surrounding area attended the Open House on January 7, 2014 and were given information regarding development in the area and clarification regarding the proposed amendments. No objections to these amendments were expressed.

A Public Hearing was held earlier this morning. Notice of the Public Hearing was advertised in the local newspaper and was provided via mail-outs. Any and all comments received were provided to Council during the Public Hearing this morning.

Councillor Bossert mentioned that the ASP will have a positive impact on the work in this area.

RESOLUTION #019/14

Councillor McClure moved that Council give second reading to proposed Bylaw No. 2013/21/D.

CARRIED UNANIMOUSLY

RESOLUTION #020/14

Councillor McClure moved that Council give third and final reading to proposed Bylaw No. 2013/21/D.

CARRIED UNANIMOUSLY

7.3. Hiring and Training Policies for Park Valley Pool

Councillor Wheeler explained that currently there is no provincial legislation regarding swimming pool operations. It has been recommended by the swimming industry that communities have Council approval of operations. The following policies were presented to Council for approval.

- Hiring Policy for Park Valley Pool
- Lifeguard Standards Policy
- Swimming Instructor Standards Policy
- Training Standards Policy for Park Valley Pool

Councillor Nadeau asked why there is a recommendation when there is no Provincial legislation. Ms. Nienaber explained that the industry has recommended that the policies receive Council approval and that Health Services are trying to get Provincial legislation.

RESOLUTION #021/14

Councillor Wheeler moved that Council approve the new and existing Policies for Park Valley Pool.

CARRIED UNANIMOUSLY

7.4. Memorandum of Understanding between NorQuest College and Town of Drayton Valley for the Clean Energy & Technology Centre

Councillor Nadeau explained that the Town and NorQuest College have been working together for the past year with an existing Memorandum of Understanding (MOU) to collaborate on the development of the CETC.

NorQuest College has provided a further detailed MOU for the Town to consider entering to. The MOU provides documentation that NorQuest College is committed to negotiating a lease agreement for education and training space at the Clean Energy and Technology Centre. This MOU addresses the creation of a five-year Partnership Training Framework. The Partnership Training Framework will outline the expectations and obligations for all operational requirements. The presented MOU has had legal review.

Councillor Bossert pointed out a spelling error and expressed her concerns about the timeline difference between the lease agreement and the training. Mayor McLean explained that the two agreements can go separately. Mr. Deol explained that more clarity will come when NorQuest moves into the facility and when the 5 year agreement is established.

RESOLUTION #022/14

Councillor Nadeau moved that Council approve the Memorandum of Understanding between NorQuest College and the Town of Drayton Valley.

CARRIED UNANIMOUSLY

7.5. Cooperative K9 Training Academy (Business License Application 2090)

Councillor Shular explained that Town has received an application for a transfer of location for Business License #2090 Cooperative K9 Training Academy, a dog training business which is currently operating as an "Office Only" at 4804 Beckett Road. The applicant wishes to move the location to Unit #6, 5442-55 Street. The landowner has authorized this business operation.

The Applicant will not be doing any development to the building, therefore, a Development Permit is not required.

The lands are currently zoned C2, which a dog training business is neither a permitted nor a discretionary use. Referral letters were sent to adjacent landowners. No comment or concerns were raised.

Councillor McClure commented that she is happy to see that this service will be provided in the future.

RESOLUTION # 023/14

Councillor Shular moved that Council approve Business License #2090, with the standard conditions, as well as the special condition noted.

CARRIED UNANIMOUSLY

7.6. General Liability Insurance

Councillor Long explained that every year, certain departments within the Town of Drayton Valley work with collaborating or cooperating organizations to host a variety of special events and programs. Several of these events and programs present a certain risk. Last year, the Town's Insurer required the Town to obtain Special Event Insurance for the Canada Day Event. Similar costs would be necessary for other events identified with a high level of risk.

The Town's Insurer has indicated that events and programs organized by the Town in collaboration or cooperation with outside organizations will need to be recognized as an insured event of the Town through a resolution of Council in order to minimize the need for Special Event Insurance. Special Event Insurance may still be required for events presenting a high risk of liability. Administration is therefore recommending that the enclosed list of events and programs be endorsed by Town Council as insured activities of the municipality.

Councillor Long read the list of events covered under the General Liability Insurance.

RESOLUTION # 024/14

Councillor Long moved that Council endorse the events and programs on the attached list to be covered under the Town of Drayton Valley's General Liability Insurance.

CARRIED UNANIMOUSLY

7.7. Non-Disclosure Agreement

RESOLUTION #025/14

Councillor Bossert moved to go into camera at 10:45 a.m.

CARRIED UNANIMOUSLY

RESOLUTION #026/14

Councillor Shular moved to go out of camera at 10:53 a.m.

CARRIED UNANIMOUSLY

RESOLUTION #027/14

Councillor Bossert moved that Council approve the presented Non-Disclosure Agreement.

CARRIED UNANIMOUSLY

7.8. Appointment of Council Member to Assessment Review Board and Composite Assessment Review Board

Councillor McClure explained that the Town of Drayton Valley is required to appoint two members of Council and an alternate, to the Assessment Review Board (ARB) and the Composite Assessment Review Board (CARB).

In November 2011, Councillors Debra Bossert, Dean Shular and Kyle Archer were appointed to the ARB, and in August 2013, to the CARB. As a result of the 2013 election, Councillors Debra Bossert and Dean Shular remain as appointed members on both of these boards. The newly appointed member will be required to take the necessary training to become a certified member on each of these boards.

Administration was requesting that Council appoint a third member of Council to these boards, so there is a qualified alternate member to attend appeal hearings.

RESOLUTION #028/14

Councillor McClure moved that Council appoint Mayor McLean as a member to the Assessment Review Board and the Composite Assessment Review Board.

CARRIED UNANIMOUSLY

7.9. Housing Condition Index Report

Councillor Wheeler explained that the Town of Drayton Valley and Brazeau County collaborated in the development of a Housing Condition Index Report. The objectives of the report were to provide an updated analysis of current population data and an updated analysis of current and emerging housing needs and challenges, an estimate of the number and types of households likely to be in Core Housing Need, an updated estimate of the number and types of households unlikely to be earning the incomes required to afford to purchase median and entry-level priced homes, and to use this collective data to determine and recommend housing strategies for the region.

At the December 9, 2013 Joint Council Meeting, Administration provided the Draft Housing Condition Index Report. The Report also supports any funding application should government grant sources be available.

Ms. Driessen explained that both municipalities are concerned about housing availability and the study includes several recommendations. Ms. Driessen explained four goals of the recommendations in detail. The report made it possible to develop further plans.

Councillor Long expressed his concerns about housing problems in such a prosperous province as Alberta and is happy to see a development. Councillor Bossert explained that she welcomes the study for discussions in future meetings and progress in the near future. Mayor McLean explained that so far the housing concerns are well approached and encourage to further development.

RESOLUTION #029/14

Councillor Wheeler moved that Council accept the Drayton Valley and Brazeau County Housing Condition Index Report 2013 for information.

CARRIED UNANIMOUSLY

8.0 Information Items

8.1.	Communities in Bloom Minutes June 2013
8.2.	Multiplex Meeting Minutes January 2014
8.3.	CPO Reports September-December 2013
8.4.	RCMP Policing Report December 2013

RESOLUTION #030/14

Councillor Nadeau moved that Council accept item 8.1. Communities in Bloom Minutes June 2013 as information.

CARRIED UNANIMOUSLY

Mayor McLean wished to address two statements that were incorrectly recorded on the Multiplex Meeting Minutes from January 2014. Firstly, Mayor McLean was recorded as saying "...the Town is interested and eager for the building of the Multiplex..." Mayor McLean wish to make clear that his statement was: "...the Town is interested in pursuing the discussion about the building of the Multiplex..." Secondly, Mayor McLean corrected "...if all the concerns are addressed, Town will be going through with the project..." Mayor McLean stressed that his statement was: "...if all of these concerns are addressed, the Town may have further involvement..."

RESOLUTION #031/14

Councillor Nadeau moved that Council accept item 8.2. Multiplex Meeting Minutes January 2014 as information.

CARRIED UNANIMOUSLY

RESOLUTION #032/14

Councillor Shular moved that Council accept items 8.3. CPO Reports September-December 2013 and 8.4. RCMP Policing Report December 2013 as information.

CARRIED UNANIMOUSLY

9.0 Department Reports

9.1. Development & Planning

Ms. Dyck presented the statistics of 2013 with a slideshow. She explained that the new housing starts increased significantly. She explained the development permit values graph showing information about residential, commercial, and industrial developments. All value developments increased by 55%. Ms. Dyck mentioned the highlights of 2013 in the area of residential, commercial, and industrial development.

Mayor McLean mentioned that growth of the economy is reflected in growing housing development. Councillor Bossert asked how long permits are valid for. Ms. Dyck explained that the permit is valid as long as work is ongoing.

9.2. Engineering & Transportation

Ms. Wrigglesworth explained that public works is currently removing snow piles to avoid flooding in the spring as well as removing snow in alleyways. The construction of the bridge on HWY 22 has ceased for the winter and will continue in spring.

Councillor McClure asked about the challenges for snow removal equipment in Meraw Estates. Ms. Wrigglesworth explained that some of the equipment is too large to make the tight turn at the end of the subdivision but smaller equipment is brought in to remove snow in those areas.

9.3. Community Services, FCSS & Sustainability

Ms. Driessen explained that the landscape plan will be reviewed and brought up to date before being presented to Council. Further agreements are being discussed.

9.4. Information Services & Economic Development

Mr. Naidoo pointed out that the bio operations in Drayton Valley were mentioned in a magazine. He explained that the Omnplex is in the recovery phase and that most buildings are back to operation. Mr. Naidoo thanked staff, RCMP, Fire Department and Wayne from All Choice Rentals for their assistance during that time

9.5. Administration

Mr. Deol explained that he had a meeting with Synergy regarding CETC. Council will be presented with the achievements in March. He explained that the subdivision for housing was started. In regards to the Bio-Mile subdivision, land is being appraised. A notice will be published in the newspaper and signs will be placed on site.

10.0 Council Reports

10.1. Councillor Wheeler

NSWA received the direction from Government to create a water management plan

10.2. Councillor Bossert

Jan 20 Physician Recruitment Committee meeting

Jan 23 Housing Condition Index Committee meeting

Jan 23 Joint Tourism meeting

CMHC meeting

Budget conversations

Recognized all involved for their fast response in regards to the incident Omniplex

Feb 22: first meeting of Safe and Healthy Communities

10.3. Councillor Nadeau

Jan 9 Multiplex meeting

Jan 13 & 14 CETC meetings with Diana McQueen

Jan 15 Communities in Bloom meeting

EPAC event at the Legion

10.4. Councillor Long

Jan 9 Drayton Valley and Brazeau Library Board meeting

Jan 15 Community Foundation meeting

Jan 20 Yellowhead Regional Library Board orientation

Joint Tourism meeting

Councillor Long referred to the incident at the Omniplex and stated that unverified information should not be spread online.

10.5. Councillor Shular

Councillor Shular congratulated administration on their professionalism with regards to the Omniplex.

10.6. Councillor McClure

Budget conversations

Bio-ARCC meeting

Joint Tourism meeting

Thanked Town and all involved in regards to the Omniplex

10.7. Mayor McLean

Jan 15-17 AUMA Mayor's Symposium

Jan 21 CETC meeting with Diana McQueen

Jan 24 Budget discussion

Jan 27 Family Literacy Day

Complimented Fire service, Administration, and staff for their fast response and professionalism regarding the roof collapse at the curling rink, thanked the Mayor of Camrose for offering space at their arena for any events.

11.0 Adjournment

RESOLUTION #033/14

Councillor Wheeler moved that Council adjourn the January 29, 2014, Regular Meeting of Council at 11:38 a.m.

CARRIED UNANIMOUSLY

MAYOR

CHIEF ADMINISTRATIVE OFFICER