



Meeting Minutes

THOSE PRESENT:

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

ABSENT:

Councillor Bossert

CALL TO ORDER

Mayor McLean called the meeting to order at 9:04 a.m.

INVOCATION

Pastor Kenton Penner of the Calvary Baptist Church performed the invocation.

1.0 Additions to the Agenda

No items were added to the June 4, 2014 Regular Meeting of Council Agenda.

2.0 Adoption of Agenda

RESOLUTION #116/14

Councillor Shular moved to adopt the agenda of the June 4, 2014, Regular Meeting of Council, as presented.

CARRIED UNANIMOUSLY

3.0 Corrections or Amendments:

- 3.1. May 14, 2014, Regular Meeting of Council Minutes
No corrections or amendments were made to the May 14, 2014, Regular Meeting of Council Minutes.
- 3.2. May 14, 2014, Public Hearing Minutes for Bylaw 2014/01/A
No corrections or amendments were made to the May 14, 2014, Public Hearing Minutes for Bylaw 2014/01/A.

4.0 Adoption of:

- 4.1. April 23, 2014, Regular Meeting of Council Minutes
- 4.2. April 23, 2014, Public Hearing Minutes for Bylaw 2014/01/A

RESOLUTION #117/14

Councillor Long moved to adopt the May 14, 2014, Regular Meeting of Council Minutes, and the May 14, 2014 Public Hearing Minutes for Bylaw 2014/01/A as presented.

CARRIED UNANIMOUSLY

5.0 Proclamations

- 5.1. National Health and Fitness Day
Mayor Glenn McLean declared the June 7, 2014, as “National Health and Fitness Day” in the Town of Drayton Valley.

Mayor McLean and members of Council will be participating in the 3rd Annual DV Triathlon taking place June 7, 2014.

6.0 Spotlight on Drayton Valley

- 6.1. Drayton Valley Community Foundation
Brandy Fredrickson explained that the Drayton Valley Community Foundation is about building community vitality and enhancing resources available to community groups. Three features of the Foundation include endowment building and personalized service, local grant making expertise and community leadership.

Mrs. Fredrickson explained that interest built from endowments is used to contribute to community grants. The Community Foundation then connects with local groups and organizations to identify areas where they can assist.

Mrs. Fredrickson noted that the Drayton Valley Community Foundation is celebrating its 20th Anniversary this year. The Community Foundation was established in 1994 with a \$6000 gift. The Community Foundation is part of a national group that also provides our local Community Foundation with support.

Locally, the Community Foundation has received 25 endowments which equal \$1.7 million in endowment assets and continues to grow.

Mayor McLean clarified that June 30, 2014 is the end of the endowment cycle. Mrs. Fredrickson explained that June 30 is the cycle deadline for grant applications; applications are received up until that time. Applications are then fielded and connected with available funds. Grants are then handed out at the Annual General Meeting on November 6, 2014.

Mrs. Fredrickson also explained that Community Foundations consist of 4 tiers and Drayton Valley is moving into tier two as funds continue to grow.

Mrs. Fredrickson advised Council of the upcoming events including the DV 100 and also a professional luncheon being held on June 10, 2014.

Councillor McClure inquired as to how much money \$1.7 million in endowment funds creates locally. Mrs. Fredrickson explained that the amount generated is based on the return from investments and noted that the investment funds being received are significantly larger than last year.

Councillor Nadeau is pleased to see the Community Foundation helping organizations with capacity building as well as other granting opportunities.

Councillor Wheeler inquired as to the date for the DV 100. Mrs. Fredrickson explained that the DV 100 takes place September 13, 2014 with early bird registration up until July 1, 2014 and regular registration after that.

7.0 Decision Items

7.1. Drayton Valley Health Services Foundation Request

Councillor Nadeau explained that on May 7, 2014 Council received a letter from the Drayton Valley Health Services Foundation requesting financial support for the upcoming RCMP Musical Ride on July 16, 2014.

Councillor Nadeau also explained that Administration reviewed the financial request at the May 20, 2014 Administration meeting, and is recommending the contribution of \$1,500.00 to feed the RCMP horses.

RESOLUTION #118/14

Councillor Nadeau moved that Council approve a \$1,500.00 contribution as requested by the Drayton Valley Health Services Foundation to feed the RCMP horses.

Councillor Shular explained that there were actually 4 requests in the letter and asked Administration if the other requests are being granted as well. Mayor McLean clarified that the letter was asking for consideration for the items and the \$1,500 contribution is the only item which needs Council approval.

Mr. Naidoo explained that the other three items can be handled Administratively through Public Works. Administration will also determine if there are enough promotional items to provide for the welcome bags.

Councillor Wheeler asked whose budget these contributions will come out of. Mr. Naidoo explained that items one and two are provided by Public Works and which budget makes allowances to have this type of work completed. Administration will need to determine costs for the 48 welcome bags and see if there are enough items to include. Councillor Wheeler inquired as to the Health Foundations overall budget for the event. Mr. Naidoo explained that Administration has received the Health Foundation's budget for the event, however it was not included as part of the agenda package.

Councillor Shular would like to see more of an effort made to provide items for the 48 welcome bags as requested in the letter as this is an opportunity to demonstrate how welcoming Drayton Valley is. Councillor McClure would also like to see items for the welcome bags supplied and reminded everyone of the contributions the Health Foundation makes to the community and is in favour of promotional items being sourced and feels that this is a reasonable request.

Mayor McLean shares these sentiments and explained that anytime there is an opportunity to convey a message or profile of the community, we should seize upon the opportunity and noted that Administration will take these advisements under serious consideration and peruse these requests as budget allows.

CARRIED UNANIMOUSLY

Mayor McLean declared a pecuniary interest for items 7.2 and 7.3. He called Deputy Mayor Nadeau to the chair and exited the meeting at 9:34 a.m.

7.2. Local Improvement Bylaw 2013/15/F

Councillor Long explained that, as per the 2014 Capital Budget, the attached Local Improvement Bylaw is for the purpose of the approximate 159m extension of Brougham Drive (Southwest of 52nd Street). This extension is intended to provide access to current development. Bylaw 2013/15/F was advertised in the Western Review on May 6th and 13th with no responses from the public received.

RESOLUTION #119/14

Councillor Long moved that Council give Second Reading to Bylaw 2013/15/F

Councillor Shular explained that since this is a new development that is going forward, he is not in favour as he views this as funding the development and fronting money to a developer.

Councillor Wheeler asked for clarification if this affects the Towns borrowing power. Ms. Johnson explained that it would affect the Towns borrowing power, however, this was included as part of the capital budget that was approved in April 2014. Mr. Deol explained that this would be a self-sustaining loan and would not be put on the general

tax payer. He further explained that if this road goes through there will likely be more development in the area that will create a positive effect for the Town.

Councillor Shular explained that he would have no issue if this was an existing development; however, this is new development and cautioned that this could be setting precedence for other developers.

Councillor Nadeau explained that the property has been sitting empty and this could see the area grow and develop and asked Ms. Dyck how many new housing starts. Ms. Dyck explained that there are 36 new unit starts.

**OPPOSED: COUNCILLOR WHEELER & COUNCILLOR SHULAR
CARRIED**

RESOLUTION #120/14

Councillor Long moved that Council give Third Reading to Bylaw 2013/15/F

**OPPOSED: COUNCILLOR WHEELER & COUNCILLOR SHULAR
CARRIED**

7.3. Borrowing Bylaw 2014/04/F

Councillor Shular explained that, as per the 2014 Capital Budget, the attached Borrowing Bylaw is for the purpose of the approximate 159m extension of Brougham Drive (Southwest of 52nd Street). This extension is intended to provide access to current development. Bylaw 2014/04/4 was advertised in the Western Review on May 6th and 13th with no responses from the public received.

RESOLUTION #121/14

Councillor Shular moved that Council give Second Reading to Bylaw 2014/04/F

**OPPOSED: COUNCILLOR WHEELER & COUNCILLOR SHULAR
CARRIED**

RESOLUTION #122/14

Councillor Shular moved that Council give Third Reading to Bylaw 2014/04/F

**OPPOSED: COUNCILLOR WHEELER & COUNCILLOR SHULAR
CARRIED**

Mayor McLean returned to the meeting at 9:42 a.m.

7.4. Weed Inspector Appointments

Councillor McClure explained that, as per the Agreement made on January 1, 2013, between the two municipalities, the Town of Drayton Valley has requested Brazeau County to provide weed control inspection services within the Town. It is the desire of the parties of this Agreement that the level of weed control within the Town of Drayton Valley and Brazeau County is consistent, accurate, and equitable, while protecting the environmental conditions of all parcels.

The following Weed Inspector appointments were made at the May 21, 2014, Brazeau County Council Meeting: Lisa Rabel, Tara McGinn and Taylor Hudzinski.

In order to provide weed inspection services, Town Council is being asked to appoint the above individuals for the 2014 season.

RESOLUTION #123/14

Councillor McClure moved that Council appoint Lisa Rabel, Tara McGinn and Taylor Hudzinski as the Weed Inspectors for the Town of Drayton Valley for 2014 as per the *Alberta Weed Control Act*.

CARRIED UNANIMOUSLY

7.5. Council Remuneration Policy C-01-00

Councillor Wheeler explained that, as per the tabling motion made at the last Council meeting on May 14, 2014, Remuneration Policy C-01-00 is before Council for discussion and decision.

RESOLUTION #124/14

Councillor Wheeler moved that Council approve Remuneration Policy C-01-00 as presented.

Councillor Nadeau would like to see a personal budget for each Councillor as it would be more transparent; and would like to include a start date and end date for the calendar year.

Councillor Wheeler would like to see financial reports on a monthly basis rather than quarterly as stated in item 11. Councillor Wheeler would also like item 12 to read "The Mayor's attendance at conferences and related travel shall fall within the parameters set out in the Mayors budget" rather than "...in the Council budget." Councillor Wheeler agreed with Councillor Nadeau that she would like to see an amount added to the fee schedule.

Councillor McClure is in favour of including a budget amount for each Councillor and would like to have the conversation today in its entirety in the public and have the matter resolved.

Councillor Long explained that candidates ran for office based on the current policy and any changes should be kept to a minimum. He is not in favour of including individual council budgets.

Councillor McClure hoped that people would base their decisions on professional development and attend conferences based on their skill set and what they see as important to the community. Setting a monetary figure rather than a limit to the number of conferences allows for a Councillor to make those decisions. Three conferences may limit a Councillor in their learning opportunities. A set budget could allow more flexibility for a Councillor to attend more than three conferences or workshops in the year.

Mayor McLean explained that Council is revisiting this portion of the policy because there were insufficient definitions to various issues such as conferences versus workshops and there is no clarity if a one day workshop is considered the same as a four day conference. The cost associated with a workshop could be considerably less than a four day conference. From his own perspective, having given this a good deal of thought, he is inclined to assign a dollar amount, a limit, to conferences and workshops for Councillors to determine what they perceive to be in the community's interests rather than a system where the Mayor asks Councillors to attend functions.

Councillor Long stated that we have a policy in place, we've discovered that the limit of three conferences and the definition of conference or whatever ties our hands a little too much, that's the reason this is back to fix and taking it any further than that I feel is going further than we need to, we have one minor issue, there's no need to rewrite the entire thing, again this was what was in place when we ran for office.

Mayor McLean wanted to identify that an individual budget for professional for training and education needs a limit, as resources are not infinite and would like to bring budget certainty.

Councillor Wheeler explained that last year Council spent \$87,000 on conferences. If each Councillor was given a budget of \$10,000 and the Mayor \$25,000 that would still be a reduction from the previous year.

Councillor McClure explained that over the course of the term they could be making a number of changes that could affect the way they do business.

Councillor Long noted that this is the policy that relates to how much Councillors get paid and what they are able to do in their role as Councillors. Making changes six months after an election is not ideal.

Mayor McLean pointed out that none of what is under consideration for amendments is directly related to Councillor remuneration with regards to meeting fees or honorariums but in relation travel subsistence for conferences and Councillor development.

Councillor Shular agreed with many of the suggestions proposed. Councillor Shular had concerns relating to Councillors each having their own budget; specifically, if a Councillor is scheduled to attend a conference and is then not able to attend, and no refund is possible, if someone goes in their stead whose budget does it come out of? Councillor Shular proposed a surplus fund that can be drawn from in cases such as this. Mayor McLean clarified that this would be a contingency for dealing with changes to travel plans. Councillor Shular would like an overall budget for travel. Councillor Shular would also like to include a start and end date for the budget year. Councillor Shular would like to have the Policy reviewed in January 2016 to operate a full calendar year operating under the new Policy.

Councillor Nadeau explained that based on other municipalities \$10,000 is fairly consistent and added that October is a reasonable time to review the Policy as this falls in line with elections. With regards to reporting after workshops or conferences, Councillor Nadeau would like to make reports from workshops and conferences

available to the public and on the website within a reasonable timeframe. Councillor Nadeau suggested a week.

Councillor Shular explained that a week is a bit short and suggest a couple of weeks as some of these conferences can happen back to back and may not provide enough time to complete a report. Councillor Shular also suggested that the start date be in January as it would make sense for budgeting.

Mayor McLean asked Administration if it would make sense to operate on an election year or fiscal year. Mr. Deol recommended operating on the fiscal year.

Councilor McClure asked Councillor Long how he would work through the existing challenges with the existing policy. Councillor Long explained that the issue seems to lie within the definition of conferences and professional development and a limit of three. He would simply change the definitions to be more flexible.

Mayor McLean clarified that at election time people make decision based on a variety of factors including this Policy; this will not change how Councillors are paid (honoraria). Mayor McLean explained that Council can proceed in one of two ways. One is to table the motion until the June 25 meeting where revisions can be captured and compiled into a new document. The second is to have madam secretary run through the list and make revisions.

Councillor Long made a motion to table Remuneration Policy C-01-00 to the June 25, 2014 Regular Meeting of Council.

IN FAVOUR: Councillor Shular, Mayor McLean, Councillor Nadeau and Councillor Long
OPPOSED: Councillor Wheeler and Councillor McClure
CARRIED

7.6. Rotary House Rental Agreement for FCSS

Councillor Nadeau explained that, with the near completion of Rotary House, the FCSS Department is preparing to relocate to this facility. Supported by the FCSS Board, this relocation is scheduled to occur in June, 2014.

The attached Rental Agreement has been developed to formalize the arrangement. The FCSS Department will be charged a total of \$6,825, plus GST, annually for rent and \$3,299.00, plus GST, annually for utilities.

The Town's legal counsel has reviewed the Agreement and has provided a response indicating that no changes are required to the document.

RESOLUTION #125/14

Councillor Nadeau moved that Town Council approve the Rental Agreement with the Rotary Club of Drayton Valley to house the Drayton Valley and District FCSS offices.

CARRIED UNANIMOUSLY

8.0 Information Items

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| 8.1. | Brazeau Seniors Foundation 2013 Financial Statements |
| 8.2. | Military Service Recognition Book and Advertisement |
| 8.3. | Aquatic Facility Fund Development Strategy Committee March 3, 2014 Minutes |
| 8.4. | STAR Catholic Board Highlights May 2014 |
| 8.5. | Drayton Valley Municipal Library Board Audited Financial Statements 2013 |

RESOLUTION #126/14

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

CARRIED UNANIMOUSLY

9.0 Department Reports

9.1. Returning officer

Ms. Dyck advised Council that she will not be providing an update regarding Planning and Development but rather a report as the Returning Officer. Ms. Dyck explained that part of the requirements of the election is for candidates to provide a Campaign Disclosure Statement or alternatively advise the Returning Officer that their campaign was fully funded and less than \$10,000. Ms. Dyck explained that she has received all statements from the candidates save for one. After speaking with advisors at Municipal Affairs, Ms. Dyck was advised to make this report to Council advising them the Candidate Barrett has not provided her report as required. Ms. Dyck also noted that statements received from Candidate Archer did not include a signature or include address of the donors to the campaign and is still awaiting that information. In keeping with the *Local Authorities Act*, Ms. Dyck is reporting this to Council and the information will be made public.

9.2. Development & Planning

Mrs. Martin explained that this is her first time addressing Council as the new Planning and Development Officer. The condo on 50th behind the Holiday Inn and the condo west of The Brick should be complete by end of the year. This will result in 71 new residential units. WC Capital subdivision continues to develop. There have been 45 new houses as of now. In July she will be able to present the half-yearly stats to the end of June.

9.3. Engineering & Transportation

Ms. Wrigglesworth explained that they are currently working on the overlay on 50th St. between 46 Ave. and 52 Ave. with work on the sidewalks and landscaping being completed next week. There was a good turn out by Council at Public Works day on May 20th. As part of Public Works Day, heavy equipment was taken to Evergreen and Aurora Schools to provide safety information to the kids and Public Works staff also helped to plant a wildflower garden. Ms.

Wigglesworth explained that the bulk sweeping has finished throughout the Town and will continue with daily sweeping with the small sweeper. Long line painting is scheduled for next week. Flower baskets have all been hung as of yesterday and gardens are well underway. Dust control for the gravel roads will hopefully start next week, weather dependent. Patch paving is ongoing. With regard to the Water Treatment Plant, there is dead-end flushing occurring which may cause discoloration in the water which is normal and noted that this is annual flushing that occurs and is not due to the boil water advisory. Mayor McLean stated that he thoroughly enjoyed Public Works Day.

Councillor McClure asked if the annual flushing was noted on the Town's Facebook page. Ms. Wigglesworth explained that normally, communication is sent to the front end staff via email to assist them with calls that come in with regards to this. The staff at the Water Treatment Plant has been asked to send out an email to everyone and then update Facebook. At the pool there was discoloured water in toilets due to a repair of a CC Valve and was not part of the flushing program.

9.4. Community Services, FCSS & Sustainability

Ms. Driessen explained that in the next week or two, Council will receive the first look at the housing concept for the Deby Lands. This afternoon Council will be attending the Seniors' Tea at the Legion in recognition of seniors' contributions to the community. Ms. Driessen stated that the finishing touches are being completed for the historical walking tour for the Communities in Bloom tour. Mayor McLean is looking forward to housing discussion to achieve results in that regard.

9.5. Information Services & Economic Development & Protective Services

Mr. Naidoo explained that tomorrow begins the bid process for the restoration of the curling rink roof. For Protective Services, there was a meeting with the RCMP and CPOs regarding summer events and have developed a plan of action for these events and traffic issues as well as the coordinated effort between the RCMP, CPOs and any Sheriffs that may be in Town over the summer.

9.6. Administration

Mr. Deol noted two items he took from the recent FCM conference that relate to the Town's own strategy on economic and social development. Homelessness and poverty reduction was discussed at the seminar. Mr. Deol stated that the Town's Economic Development Plan could be revised as there are so many aspects to this. Following a conversation with the Town of Olds, AB there may be an opportunity for partnership with the Central Mayors regarding Wastaway or landfill projects. Lastly Manny would like to have operational manuals for each department including governance.

10.0 Council Reports

10.1. Councillor Shular

May 12-15 World Bio Conference with Mr. Deol
May 21 Public Works Day
May 22 Toured the EPCOR water and wastewater treatment plant
May 23 MC for the CETC Groundbreaking Ceremony
May 29 – June 2 FCM Conference in Niagara Falls

10.2. Councillor McClure

May 21 Public Works Day
May 23 CETC Groundbreaking Ceremony
May 29 – June 2 FCM Conference in Niagara Falls

10.3. Councillor Wheeler

May Agri-Rec Centre Meeting
May 21 Public Works Day
May 22 Toured the EPCOR water and wastewater treatment plant
Public Works BBQ
May 29 – June 2 FCM Conference in Niagara Falls

10.4. Councillor Bossert

Councillor Bossert was not present to provide a report

10.5. Councillor Nadeau

Communities in Bloom Meeting – July 9th Judges are coming out
Outdoor Movie at Omniplex featuring Grease sponsored by Conoco Phillips and
Bumper to Bumper.
May 29 – June 2 FCM Conference in Niagara Falls

10.6. Councillor Long

Community Foundation Meeting
May 29 – June 2 FCM Conference in Niagara Falls
Triathlon is coming up on June 7th and is confident in his team's abilities

10.7. Mayor McLean

May 1 - 3 second half of FCM exchange with Matagalpa
May 6 Education Week
May 7 Council and Mr. Deol concluded the CAO Review
May 7 District NCO to discuss recruitment of new Staff Sargent
May 9 Children's Wish Gala
May 16 Miss Joanne's School of Dance year end performance
May 21 National Public Works Day
May 23 CETC Workshop and Groundbreaking Ceremony
May 26 Marty Picket Executive Director of the Primary Care Network
May 29 – June 2 FCM Conference in Niagara Falls

11.0 Adjournment

RESOLUTION #127/14

Councillor Shular moved that Council adjourn the May 14, 2014, Regular Meeting of Council at 10:58 a.m.

CARRIED UNANIMOUSLY

MAYOR

CHIEF ADMINISTRATIVE OFFICER