



---

## Meeting Minutes

---

### **THOSE PRESENT:**

Councillor Nadeau  
Councillor Shular  
Councillor McClure  
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  
Jill Buehler, Communications & Marketing Coordinator  
Sonya Wigglesworth, Director of Engineering  
Krystle Kotyk, Administrative Assistant  
Jason Thompson, Audio/Video  
Sgt. Chris Delisle, RCMP  
Tom Thomson, Fire Chief  
Courtney Whalen, Drayton Valley Western Review  
Reinisa MacLeod, CIBW Radio  
Members of the Public

### **ABSENT:**

Mayor McLean  
Deputy Mayor Long

### **CALL TO ORDER**

Mr. Deol called the meeting to order at 9:02 a.m. and asked for a motion to appoint an Acting Mayor to chair the September 10, 2014 Regular Meeting of Council.

### **RESOLUTION #218/14**

Councillor McClure moved to appoint Councillor Shular as the Acting Mayor for the September 10, 2014 Regular Meeting of Council.

### **CARRIED UNANIMOUSLY**

### **1.0 Additions to the Agenda**

The following items were added to the September 10, 2014 Regular Meeting of Council agenda:

- 9.7. Joint Housing Committee RFP Outline
- 9.8. Country Style Mobile Home Park Expansion

## **2.0 Adoption of Agenda**

### **RESOLUTION #219/14**

Councillor Nadeau moved to adopt the Agenda for the September 10, 2014 Regular Meeting of Council as amended.

**CARRIED UNANIMOUSLY**

## **3.0 Corrections or Amendments:**

### 3.1. August 27, 2014 Regular Meeting of Council Minutes

Councillor Bossert explained that under item 8.3 Neighbourhood Outdoor Skating Rinks, there is no documentation of her comments on her experiences with property damage due to a neighbourhood rink. Item 8.4, pursuant is spelled incorrectly. Item 8.5, change to must "have" approval. Item 8.6, change residence to "residents". Item 8.7, add a clause to indicate that Councillor McClure was not present for the decision of the item.

### 3.2. August 27, 2014 Public Hearing Minutes for Bylaw 2014/05/D

There were no corrections or amendments to the August 27, 2014 Public Hearing meeting Minutes for Bylaw 2014/05/D.

### 3.3. August 27, 2014 Public Hearing Minutes for Bylaw 2014/06/D

There were no corrections or amendments to the August 27, 2014 Public Hearing meeting Minutes for Bylaw 2014/06/D.

## **4.0 Adoption of:**

### 4.1. August 27, 2014 Regular Meeting of Council Minutes

### 4.2. August 27, 2014 Public Hearing Minutes for Bylaw 2014/05/D

### 4.3. August 27, 2014 Public Hearing Minutes for Bylaw 2014/06/D

### **RESOLUTION #220/14**

Councillor Wheeler moved to adopt the Minutes of the August 27, 2014 Regular Meeting of Council as amended.

**CARRIED UNANIMOUSLY**

### **RESOLUTION #221/14**

Councillor Bossert moved to adopt the August 27, 2014 Public Hearing Minutes for Bylaw 2014/05/D as presented.

**CARRIED UNANIMOUSLY**

### **RESOLUTION #222/14**

Councillor Nadeau moved to adopt the August 27, 2014 Public Hearing Minutes for Bylaw 2014/06/D as presented.

**CARRIED UNANIMOUSLY**

## **5.0 Public Hearings**

- 5.1. Bylaw 2014/10/D Aurora ASP Amendment  
A separate set of Minutes were recorded for this item.

## **6.0 Proclamations**

- 6.1. World Cerebral Palsy Day  
Acting Mayor Shular declared October 1, 2014, as “World Cerebral Palsy Day” in the Town of Drayton Valley.
- 6.2. Breast Cancer Awareness Month  
Acting Mayor Shular declared the month of October, 2014, as “Breast Cancer Awareness Month” in the Town of Drayton Valley.

## **7.0 Community Spotlight**

- 7.1. River Valley Players: Allie Spicer-Riess  
Ms. Spicer-Riess introduced Darcy Mulroy as the Chair and Owana Hogan as the Treasurer of River Valley Players and provided information about the group. Currently, River Valley Players are coordinating an “Acting Out” program at Frank Maddock High School on September 10, 2014; a Zombie Run on September 27, 2014; a Haunted House on October 25, 2014; and a production of the Sound of Music, in collaboration with Miss Joanne’s School of Dance, for November. Additionally, the group is exploring funding options to assist a youth in attending Artstrek. The cost for this is normally between \$500 and \$600, which is already a subsidized cost through sponsors of Theatre Alberta. The River Valley Players are always looking for volunteers for events.

Councillor Nadeau explained she would like to see a grant opportunity for local artists to come forward for discussion during the budget meetings. She stated that her belief is that if the Town of Drayton Valley supports their local athletes with the Roger Coles Memorial Youth Sports Grant, the Town most certainly should be supporting local artists. Councillor Bossert stated she supports the recommendation.

Councillor McClure explained that for next summer there is going to be a concerted effort by the Town to help organizations coordinate summer programming. She recommended to River Valley Players that they should make sure they are part of these conversations.

Councillor Wheeler recommended that River Valley Players look into the Community Event Grant, as their events may fit the criteria to qualify.

## **8.0 Delegations**

### **8.1. Sgt. Delisle- RCMP Report for August**

Sgt. Delisle explained that there were 648 calls for service in the month of August with an increase in prisoners. He explained that there were two robberies in the Town of Drayton Valley and one in Brazeau County. Assaults were slightly lower than last year with increases in property crime and theft. Drug offences were lower than last month. Sgt. Delisle explained that six search warrants were executed in August, three of them being within Town boundaries with one resulting in drug charges being laid. He explained that the clearance rate for August was at an average of 40% for crimes solved.

Sgt. Delisle advised that there will be a Public Open House with the RCMP at 6:30 pm on September 11, 2014, at the MacKenzie Conference Centre. This will be an opportunity for the public to speak with the RCMP regarding the perceived increase in crime in the community.

## **9.0 Decision Items**

### **9.1. Rezoning Bylaw 2014/10/D 4503-49 St 2<sup>nd</sup> & 3<sup>rd</sup> Reading**

Councillor Bossert explained that Administration received an application to rezone a parcel of land legally described as Lot 7, Block 66, Plan 084 0074 and municipally described as 4503-49 Street. The proposed rezoning would change the land use from the current R2 – General Residential District to C1 – Central Commercial District.

The landowner is proposing to develop a gas bar with a convenience store, two bay car wash, drive-thru restaurant, and a liquor store, all of which are discretionary uses under the C1 zoning, and require the approval of Council in order to receive Development Permit approval.

First reading of Rezoning Bylaw 2014/10/D was given at the July 16, 2014 Regular Meeting of Council, after which the developer hosted an Open House. A Public Hearing was held earlier this morning where any and all comments or concerns were raised.

Acting Mayor Shular advised that this decision on Bylaw 2014/10/D is strictly for rezoning and it is not for approval for the proposed developments.

Councillor McClure requested that the questions raised during the Public Hearing regarding traffic and drainage be addressed. Mr. Rob Macintosh explained that the current site plan for the 14 acre site includes a Storm Water Management Facility that is approved by Alberta Environment and the Engineering Department of the Town of Drayton Valley. Adding that the Developer has already paid for and put in a storm water collection system up to the point of where the future storm pond would be created. In regards to heavy metals, the main concern is airborne and the second concern is from exhaust. Leduc Co-op is aware that some traffic planning and management will need to be put in place, such as the addition of traffic lights and managed lighted crosswalks.

Mr. Macintosh advised that he has provided Administration and Council with 18 pieces of written correspondence and 10 of those were in favour of the proposal, all of which is included in the written submissions package. He reviewed the latest proposal that was brought forward by Leduc Co-op in an attempt to address the concerns of the residents. Mr. Macintosh explained that the original approved plan was for high cost condos and he believes that that is not what is in the best interest of the community. It was explained that one of the high density buildings on the south end of the property could be developed based on Leduc Co-op doing some research into the need.

Councillor Nadeau explained that she has received as many comments in favour as opposed and that she hopes to see some compromise made between the developer and the residents as she would like to see good growth and more accessible housing in the community.

Acting Mayor Shular expressed that he is torn on this item and he does see some potential benefits but also has some concerns. He explained that a few years ago Town Council passed Bylaw 2012/25/D and with the phrasing of the Bylaw there is nothing that states a liquor store cannot be built in that area, though it is a discretionary use. Councillor Shular stated that he would like to see the second reading go through as this would give the developer time to work with the residents in the area to find the best options.

**RESOLUTION #223/14**

Councillor Bossert moved that Council give second reading to Bylaw 2014/10/D and request that the developer work with adjacent landowners prior to third reading being considered at a future Council meeting.

**CARRIED**

**Opposed: McClure**

**Acting Mayor Shular called a break at 10:38 a.m.**

**Acting Mayor Shular reconvened the meeting at 11:04 a.m.**

9.2. Rezoning Bylaw 2014/15/D 4729-49 St 1<sup>st</sup> Reading

Councillor Nadeau explained that Administration received an application to rezone a parcel of land legally described as Lot 32, Block 25, Plan 6690 KS and municipally described as 4729-49 Street. Proposed rezoning would change the land use from the current R2 – General Residential District to R3-Medium Density Residential District. Such rezoning would allow the landowner to develop a fourplex on these lands.

Councillor Bossert added that she believes this area is a great place to increase residential density.

**RESOLUTION #224/14**

Councillor Nadeau moved that Council give first reading to Bylaw 2014/15/D for amendment of the Land Use Bylaw for rezoning, after which public consultation process will begin.

**CARRIED UNANIMOUSLY**

9.3. Rezoning Bylaw 2014/17/D 4008-47 St 1<sup>st</sup> Reading

Councillor Wheeler explained that Administration has received an application to rezone a parcel of land legally described as Lot 16, Block 70, Plan 072 0361 and municipally described as 4008-47 Street. The proposed rezoning would change the land use from the current IPU – Institutional and Public Use District to R4-High Density Residential District. Such rezoning would allow the landowner to develop a 20 unit duplex condo complex. These lands were previously zoned R4 until 2010 when the lands were rezoned to IPU to accommodate the possible expansion of the Ignited Church.

**RESOLUTION #225/14**

Councillor Wheeler moved that Council give first reading to Bylaw 2014/17/D for amendment of the Land Use Bylaw for rezoning, after which public consultation process will begin, including an Open House to be held by the developer.

**CARRIED UNANIMOUSLY**

9.4. Resiliency Grant Application

Councillor Bossert explained that the Alberta Community Resilience Program scope is one that will enhance or enable the protection of critical infrastructure, mitigate public safety hazards, or do both. By submitting an application for this grant, the Town of Drayton Valley may become eligible for funding to assist with the upgrade and expand water and waste water facilities, ensuring public health and river integrity in the near future.

The ACRP will provide funding up to 90% for approved projects less than \$3,000,000.00 and 70% of projects greater than \$3,000,000.00.

**RESOLUTION #226/14**

Councillor Bossert moved that Council authorize Administration to proceed with the grant process.

**CARRIED UNANIMOUSLY**

9.5. Neighbourhood Outdoor Skating Surfaces Policy RC-01-14

Councillor Nadeau explained that as a winter community, Drayton Valley has a number of skating surfaces located throughout the community. These surfaces vary in size, design, and location. Last year, local residents worked with Town Administration to create additional neighbourhood skating surfaces with the preparation and maintenance of these ice surfaces shared with the community. To ensure that adequate policies and procedures were in place for the Town and the neighbourhood groups, Administration presented a proposed Policy at the August 27, 2014 Regular Meeting of Council.

At the last meeting, revisions were requested with respect to accommodating a variety of activities on the skating surfaces, while ensuring that safety of the users and the adjacent property owners was accommodated.

Ms. Driessen advised that an important revision to the original draft is the name change as it does clarify that there are a variety of surfaces used for skating. She explained that she wanted this Policy to include appropriate locations for skating surfaces so that hockey is allowed if the skating surface permits it. This Policy

also allows for flexibility by stating that the Public Works Department will now use their discretion for permitting skating on the storm water ponds.

Councillor Wheeler stated that she believes the policy looks great and she is glad to see the Town of Drayton Valley promoting outdoor recreation.

Councillor Nadeau explained that we need to have flexibility even when considering safety. She stated that she is supporting this Policy.

Councillor Nadeau read the original motion that was tabled at the August 27, 2014 Regular Meeting of Council. It stated "That Council approve the attached Neighbourhood Outdoor Skating Surfaces Policy No. RC-01-14." Councillor McClure made a friendly amendment to change the name of the Policy from "Neighbourhood Outdoor Rinks" to "Neighbourhood Outdoor Skating Surfaces".

**RESOLUTION #208/14 (as tabled on the August 27, 2014)**

Councillor Nadeau moved that Council approve the attached Neighbourhood Outdoor Skating Surfaces Policy No. RC-01-14.

**CARRIED UNANIMOUSLY**

9.6. Automated Traffic Enforcement Policies: PC-01-14, PC-02-14, PC-03-14, PC-04-14

Councillor Wheeler explained that pursuant to the direction of Council, Administration is working with Independent Traffic Services to prepare for the implementation of automated traffic enforcement. One of the requirements to having this program within Drayton Valley is that the Town must allow for the employment of a Community Peace Officer. As this service is currently provided to the Town through contract with Brazeau County, it is necessary for the Town to apply to the Province to allow this position to exist within the Town. In support of the application to the Alberta Justice and Solicitor General's Officer, the following Policies require adoption by Council. Councillor McClure confirmed for the public that this is not intended for a new hire.

**RESOLUTION #227/14**

Councillor Wheeler moved that Council approve the Automated Traffic Enforcement Program Policy No. PC-01-14.

**CARRIED UNANIMOUSLY**

**RESOLUTION #228/14**

Councillor Wheeler moved that Council approve the Community Peace Officer Conduct Policy No. PC-02-14.

**CARRIED UNANIMOUSLY**

**RESOLUTION #229/14**

Councillor Wheeler moved that Council approve the Handling Complaints and Administration of Discipline for Community Peace Officers Policy No. PC-03-14.

**CARRIED UNANIMOUSLY**

**RESOLUTION #230/14**

Councillor Wheeler moved that Council approve the Automated Traffic Enforcement Records Management Policy No. PC-04-14.

**CARRIED UNANIMOUSLY**

9.7. Joint Housing Committee RFP Outline

Councillor Bossert explained that earlier this year, the Joint Housing Committee (consisting of the Town of Drayton Valley, Brazeau County, and the Village of Breton), received a mandate to research and develop a proposal which would assist joint Councils in making a determination on the need for a non-market housing management body and, if so determined, to work toward identifying the structure and responsibilities of this body.

Over the course of the ensuing months, joint Administration researched the objectives of a housing authority, the benefits to be anticipated, and the governance options available. Additionally, the Committee called upon the Housing Division of Municipal Affairs to gain insight into the legislation surrounding housing management bodies and the proposed new loan program anticipated to be announced this fall.

Following on information from Municipal Affairs, both Administrations met with the Brazeau Seniors Foundation to determine its role with respect to a regional housing authority. As the management body for seniors housing, this agency has optimal potential for the purposes sought by our municipalities.

The Joint Housing Committee presented its findings to joint Councils at the September 8, 2014 Joint Council Meeting. For discussion was a recommendation to work with the Brazeau Seniors Foundation to determine the feasibility of the Foundation to serve in an expanded role in this housing initiative. An additional recommendation was presented to obtain the services of a qualified firm/individual, through a RFP process, to develop the terms of reference for this expanded management responsibility. The recommendations are now being presented for consideration at the respective Municipal Council meetings.

**RESOLUTION #231/14**

Councillor Bossert moved that Town Council support, in principle, a working relationship with the Brazeau Seniors Foundation to explore the expansion of the management responsibilities of the Brazeau Seniors Foundation to serve as the management authority for market, non-market, and social housing for the Town of Drayton Valley, Brazeau County, and the Village of Breton.

**CARRIED UNANIMOUSLY**

**RESOLUTION #232/14**

Councillor Bossert moved that Town Council approve the recommendation from the Joint Housing Committee to issue a Request for Proposal to qualified firms/individuals to prepare a proposal outlining the terms and conditions for the Brazeau Seniors Foundation to fulfill the expanded role of the management authority for market, non-market, and social housing for consideration by all parties.

**CARRIED UNANIMOUSLY**

9.8. Brazeau County Subdivision Referral

Councillor McClure explained that Administration has received a letter regarding a subdivision referral from Brazeau County in regards to the subdivision and consolidation to expand the existing Country Style Mobile Home Park.

The existing trailer park is currently connected to Town sewer, but is not connected to Town water. The Servicing Agreement between the Town and County shows that the proposed area for the expansion is outside of the serviced area. With the Mobile Home Park being located outside of the service area, Council approval is required for the extension of the sewer line so that the proposed mobile home park can be connected. Administration has no concerns regarding the extension of the sewer lines into the proposed Mobile Home Park.

**RESOLUTION #233/14**

Councillor McClure moved that Council approve the extension of the municipal sewer line to the proposed expansion of the Country Style Mobile Home Park, subject to a Service Agreement to be entered in to between the Developer and the Town.

**CARRIED UNANIMOUSLY**

**10.0 Information Items**

---

10.1	RCMP Policing Report: August 2014
10.2	STAR Catholic Board Highlights for August 2014
10.3	PPRR Committee 2014-2015 Approved Budget & 2011-2014 Financial Reports

---

**RESOLUTION #234/14**

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

**CARRIED UNANIMOUSLY**

**11.0 Department Reports**

**11.1. Planning & Development**

Ms. Martin explained that the CETC has been approved and the foundation is currently underway. Lube City has been approved to build at the south end of Town near the truck stop and hope to have their building completed by the end of the year. Ms. Martin advised that Administration has received a letter from Brazeau County regarding the creation of a green space and storm pond that has already been distributed to Council for information. She explained that the green space falls within Brazeau County's Poplar Ridge Area Structure Plan. A letter will be sent to Brazeau County advising them that Town Administration has no concerns.

**11.2. Engineering & Transportation**

Ms. Wigglesworth explained that most of the Town projects are on hold due to the weather. This includes the Beckett Road extension, 50<sup>th</sup> Street overlay, the Brougham Drive extension, and the Water Plant road construction. She advised that there is currently a lot of hydrovac work being done as the installation of the TELUS fibre network is still underway. The Public Works Department has been busy removing trees and branches due to the damage caused by the recent storm. September 20, 2014, will be the Reuse Fair at the Aspen Waste Management Facility. Fall Clean-Up Week will be October 6 to 10, 2014.

11.3. Community Services, FCSS & Sustainability

Ms. Driessen explained that it was busy last night at Community Registration Night (September 9, 2014). She advised that the Community Guide for Fall & Winter 2014/15 has been released and, for the first time, the Drayton Valley & District Community Learning Association Fall 2014 Course Guide is included. This is a new collaboration between FCSS and the Community Learning Association. Ms. Driessen reminded the public that, during the review of the Community Sustainability Plan, the Town will be hosting a community session on October 16, 2014, from 6:30 pm to 9:30 pm at the MacKenzie Conference Centre.

11.4. Information Services & Economic Development & Protective Services

Mr. Naidoo advised that Gayle Sacuta, Library Director, has submitted her resignation as she has accepted employment elsewhere. He advised that the goal of completion for the repairs to the curling rink is still September. For the interim, Dan Aronyk will be taking over the tasks of the Information Services Department and Mr. Naidoo will be managing the Department.

11.5. Administration

Mr. Deol explained that, in the future, there may be some amazing opportunities for Drayton Valley with TELUS.

**12.0 Council Reports**

12.1. Councillor Bossert

September 4 – Joint Workshop  
September 5 – (On Behalf of Councillor Long) Homelessness & Poverty  
Reduction Strategy Committee Meeting

12.2. Councillor Nadeau

September 2 – Sustainability Committee Meeting  
September 4 – Joint Workshop  
September 9 – Community Registration Night  
Communities in Bloom – September 17 to 20

12.3. Councillor Long

Was not in attendance to provide a report

12.4. Councillor Shular

September 2 – CETC Committee Meeting

12.5. Councillor McClure

August 28 – TELUS Innovation Session  
September 9 – Community Registration Night  
Communities in Bloom – September 17 to 20  
Dr. Unger – October 6 & 7

12.6. Councillor Wheeler

September 2 – Sustainability Committee Meeting

12.7. Mayor McLean  
Was not in attendance to provide a report

**13.0 Adjournment**

**RESOLUTION #235/14**

Councillor Bossert moved that Council adjourn the September 10, 2014 Regular Meeting of Council at 11:57 a.m.

**CARRIED UNANIMOUSLY**

ACTING MAYOR



CHIEF ADMINISTRATIVE OFFICER

