



**Regular and Closed Council Meeting Agenda  
for Monday, March 25, 2024, at 1:00 p.m.  
to be held in Council Chambers at the,  
Municipal Office at 4512 – 46 Street, Olds, AB**

This Regular Council Meeting will be conducted in Council Chambers at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location and will be live streamed out via the Town of Olds website.

**1. CALL TO ORDER**

**A.) ADDED ITEM(s)**

**B.) ADOPTION OF THE AGENDA**

**2. ADOPTION OF PREVIOUS MINUTES**

Page 3            2A)      Regular Council Meeting Minutes – March 11, 2024

**3. BYLAWS**

Page 5            3A)      Bylaw: 2024-12 Land Use Bylaw 01-23 Amendment (rezoning)  
*(Public hearing and consideration be given for second & third reading.)*

Page 19           3B)      Bylaw: 2024-13 Land Use Bylaw 01-23 Amendment (secondary suites)  
*(Public hearing and consideration be given for second & third reading.)*

Page 23           3C)      Bylaw: 2024-11 Land Use Bylaw 01-23 Amendment (density regulations)  
*(Introduction, consideration be given for first reading and set public hearing.)*

Page 32           3D)      Bylaw 2024-16 Panhandling  
*(Introduction, consideration be given for all readings.)*

**4. NEW BUSINESS**

Page 36           4A)      Victim Services Advocacy  
Development Permits

Page 38           4B)      DP24-013 - 4346 47 Avenue Warehouse (Low Human Occupancy Only)

Page 52           4C)      DP24-044 - 5001 54 Street Emergency Shelter

**5. DELEGATIONS AND PRESENTATIONS**

Page 77           5A)      Infrastructure Quarterly Report 2024

**6. CORRESPONDENCE AND INFORMATION**

Page 104          6A)      Correspondence and Information

**7. REPORTS FROM COUNCIL, BOARDS, COMMISSIONS AND COMMITTEES**

Page 114          7A)      Reports from Council, Boards, Commission and Committees

## **8. CHIEF ADMINISTRATIVE OFFICER'S REPORT**

### **Page 124 8A) Chief Administrative Officer Report**

The CAO will provide public report and upon completion, request a closed session under FOIP Sections:

- **Item1: Section 16** – Disclosure harmful to business interests of a third party (Development)
- **Item 2: Section 24** – Advise from officials (Water Commission Update)

## **9. CLOSED SESSION**

**9A) Item 3: Section 16** – Disclosure harmful to business interests of a third party (Highway 2A Development)

**9B) Item 4: Section 24** – Advise from officials (Solid Waste Service Level)

## **10. RISE AND REPORT**

## **11. ADJOURNMENT**

### **PUBLIC INFORMATION:**

**Media Scrum:** any questions arising from the media can be sent to [communications@olds.ca](mailto:communications@olds.ca) and they will be forwarded on to the person addressed.

### **CLOSED SESSION INFORMATION:**

When Council goes into a **CLOSED SESSION**, for continued participation in the virtual Council meeting: stay online in the live stream meeting platform, and the meeting stream will be replaced by a graphic and music will play. When the music stops, the meeting is reconvening.

If you choose to shut down your live stream, watch the Town of Olds social media feeds where the reconvening time will be posted. The social media feeds can also be found at the bottom of the homepage on the Town of Olds website.

Minutes of the Town of Olds Regular Council meeting held on Monday, March 11, 2024, at 1:00 p.m. in the Council Chambers, at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location and was live streamed out.

**PRESENT – ELECTED OFFICIALS:**

In the Chair, Mayor Judy Dahl

Councillor Wanda Blatz, Councillor Harvey Walsh, and Councillor Darren Wilson

**ABSENT– ELECTED OFFICIALS:**

Councillor James Cummings, Councillor Dan Daley, and Councillor Heather Ryan

**PRESENT for the Regular meeting of Council – STAFF:**

Brent Williams, Chief Administrative Officer and Marcie McKinnon, Legislative Clerk

**1. CALL TO ORDER**

Mayor Dahl called the meeting to order at 1:00 p.m.

**A.) ADDED ITEM(s)****B.) ADOPTION OF THE AGENDA**

Moved by Councillor Wilson, “to accept the Council agenda for the Monday, March 11, 2024, Regular Council meeting, as amended.”

Motion Carried 24-95

**2. ADOPTION OF PREVIOUS MINUTES****2A) Regular Council Meeting Minutes**

Mayor Dahl confirmed consensus to adopt the:

- *Regular Council Meeting Minutes – February 26, 2024*

The minutes were adopted as presented by consensus of Council.

Motion Carried 24-96

**3. DELEGATIONS AND PRESENTATIONS****3A) Delegation: MP Earl Dreeshen**

MP Earl Dreeshen, Member of Parliament for Red Deer – Mountain View was in attendance and spoke to council on federal matters and answered questions regarding judicial and bail reform, large-scale greenfield development, drought support, a case study on school free lunch programs, and an electrical grid strategy.

Moved by Councillor Blatz, “that Mr. Dreeshen be thanked for attending the March 11<sup>th</sup> Regular Council Meeting and speaking to Council.”

Motion Carried 24-97

**4. BYLAWS****5. NEW BUSINESS****5A) Municipal Area Partnership Dissolution**

Mayor Dahl spoke to the correspondence contained in the agenda package from Mountain View County advising they are stepping back from the Municipal Area Partnership committee; the mayor indicated that other MAP members are in agreement with dissolving the committee. Council discussion ensued.

Moved by Councillor Walsh, "that the Town of Olds Council withdraw from the Municipal Area Partnership (MAP) Committee and that the remaining funds of \$23,917.21 in the MAP account be distributed based on the same ratio contributions that were made to the fund."

Motion Carried 24-98

**5B) Committee of the Whole Policy Recommendations**

Moved by Councillor Blatz, "that Council move that the following policies have been reviewed with no material changes needed:

1. Policy: 107C Elected Official Member Appointments
2. Policy: 108C Civic Recognition
3. Policy: 109C Departing Members of Council
4. Policy: 114C Proclamations
5. Policy: 124C Death of Current or Former Member."

Motion Carried 24-99

**5C) RCMP 2024/2025 Town of Olds Municipal Policing Priorities**

Moved by Councillor Walsh, "that Council approves the Town of Olds- Municipal Policing Priorities for 2024/2025 as:

1. Crime Reduction (Property Crime)
2. Community Engagement- Be Clear, Accountable, and Transparent and encourage citizens to report all crimes.
3. Mental Health and Violence in Relationships- Enhance awareness and education.
4. Promote Road Safety."

Motion Carried 24-100

**6. CHIEF ADMINISTRATIVE OFFICER'S REPORT**

**6A) Chief Administrative Officer Report**

CAO Williams addressed the following:

- Reviewed the Action item list and RAP statistics, as contained in the agenda package
- Snow clearing; the yellow and green routes are in progress right now

Moved by Councillor Wilson, "that the Chief Administrative Officer Report be accepted for information."

Motion Carried 24-101

**7. CORRESPONDENCE AND INFORMATION**

**7A) Correspondence and Information**

Moved by Councillor Wilson, "that the Correspondence and Information Report ending March 11, 2024, be received for information."

Motion Carried 24-102

**8. ADJOURNMENT**

Mayor Dahl adjourned the meeting at 1:41 p.m.

\_\_\_\_\_  
Judy Dahl,  
Mayor

\_\_\_\_\_  
Brent Williams,  
Chief Administrative Officer

These minutes were approved on the \_\_\_\_ day of March 2024.





Request for Decision

**Bylaw No. 2024-12 – Amendment to Land Use Bylaw**

March 25, 2024

**RECOMMENDATION****That a public hearing be held for Bylaw No. 2024-12 (amendment to Land Use Bylaw 01-23)****That Bylaw No. 2024-12 be given second reading as presented.****That Bylaw No. 2024-12 be given third reading as presented.****STRATEGIC ALIGNMENT**

In Council's Strategic Plan for 2022-2032, the second strategic goal is: "The Olds community is supported and enabled through skillful governance."

**LEGISLATIVE AUTHORITY**

1. *Municipal Government Act* – Chapter M-26, Part 17, Division 5 Section 640(1) every municipality must pass a Land Use Bylaw.
2. *Municipal Government Act* – Chapter M-26, Part 5, Division 9, Section 191(1) the power to pass a bylaw...includes a power to amend or repeal the bylaw.

**BACKGROUND**

The Town has received an application to change the designation of the parcel located at 5200 58 Street (Lot 1, Block 2, Plan 1612209) from Urban Reserve (UR) to Manufactured Home District (R4) to accommodate a new residential development of prefabricated, factory built dwelling units. This change is presented as an amendment to the Land Use Bylaw 01-23.

This parcel is located within the Uptowne Olds Area Redevelopment Plan (ARP). The land use concept map in the ARP identifies this parcel for future "medium to high density residential" development while Policy 4.2.2 states that "medium to high density housing is envisioned north of 54 Street and low density housing south of 54 Street." Neither the concept map nor the policy specifies a land use district, but Administration considers the R4 district to appropriately align with both of these considerations, as expected densities are in between the Town's low density (R1) and medium density (R3) land use districts.

Bylaw No. 2024-12 received first reading on February 26, 2024. A public hearing on the proposed bylaw is required prior to Council giving second reading. The public hearing was advertised in accordance with the Municipal Government Act Section 606. The proposed bylaw was also circulated to adjacent landowners for comment.

To date, two comments in support of this amendment have been received from residents and stakeholders. No objections or concerns have been received regarding Bylaw No. 2024-12.

**FINANCIAL CONSIDERATIONS** ☐ Operating ☐ Capital ☒ Not Applicable

Details: N/A

**KEY MESSAGES**

This request for decision pertains solely to the land use designation of the parcel. Specific details for the development will be considered as part of a Development Agreement and a full development permit review process will still be required.

Section 1.9(7) of the Land Use Bylaw states that Council shall pass first reading to amendments initiated by a property owner or their authorized agent, with or without conditions or amendments.

**ATTACHMENTS**

1. Site Context Map
2. Uptowne Olds ARP Land Use Concept Map
3. Land Use Bylaw – R4 District
4. Rationale Letter Provided by Applicant
5. Letters of Support
6. Draft Bylaw 2024-12

Approved By: Adrian Pedro	Date: March 19, 2024
CAO Review: Brent Williams	Date: March 22/24

5200 58 Street



Legend

Notes

© Town of Olds



1: 10,000



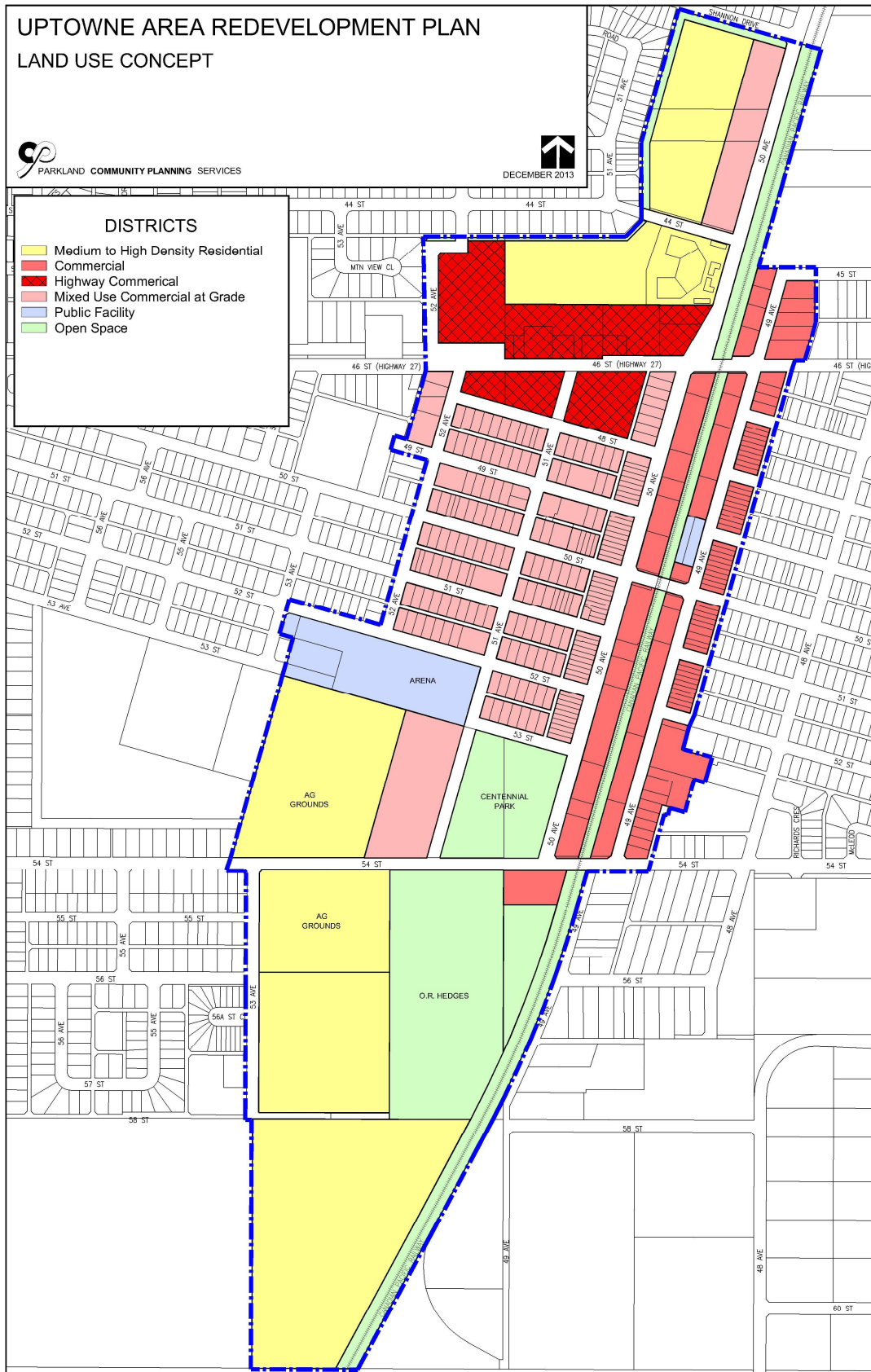
0.5 0 0.25 0.5 Kilometers

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION





**MANUFACTURED HOME DISTRICT (R4)**

**General Purpose:** To provide an area for and to regulate the development and use of land for manufactured homes, and other uses, herein listed, which are compatible with a residential area, either on separately registered parcels or in comprehensively designed parks and subdivisions. The area is to be connected to municipal sewer and water systems.

**Permitted Uses:** Day home facility – limited [2008-07]  
 Home occupations – Class 1 [2008-07]  
 Manufactured homes  
 Manufactured home park  
 Manufactured home subdivision  
 Accessory residential buildings/structures

**Discretionary Uses:** Home occupations – Class 2 [2008-07]  
 All discretionary uses found in the R1 District,  
 Any use that is similar, in the opinion of the development authority, to the permitted or discretionary uses described above.

In this District,

**lot** means the total area of land reserved for the placement of a manufactured home and for the exclusive use of its occupant(s);

**structure** means a subordinate building which is an addition to or supplements the facilities provided by a manufactured home, such as awnings, storage structures, carports, porches and skirting.

**(1) Manufactured Home Park Standards**

**Maximum Gross Density:** 17 manufactured homes per hectare (7 per acre)

**Minimum Park Area:** 2 hectares (5 acres)

**Minimum Lot Area:** 278.5 m<sup>2</sup> (2,998 ft<sup>2</sup>)

**Maximum Lot Coverage:** 55%

**Minimum Yard Requirements:** Manufactured homes and their attached structures shall be at least:

- i) 3 m (9.84 ft) from one another [Bylaw 2007-29]
- ii) 8 m (26 ft) from any park boundary
- iii) 3 m (9.84 ft) from any internal access road or common parking area
- iv) 1.2 m (4 ft) from any side lot line
- v) 3 m (9.84 ft) from any rear lot line, in accordance with an overall plan for the manufactured home park.

**Minimum Manufactured Home Floor Area:** 85 m<sup>2</sup> (915 ft<sup>2</sup>)

**Minimum Manufactured Home Width:** 4.25 m (14 ft)

Recreation Area:	<p>A minimum of 5% of the total area of a manufactured home park shall be set aside in a suitable location as a recreation area.</p> <p>Playground apparatus or other recreation facilities shall be provided in accordance with a recreation site plan approved by the development authority.</p>
Landscaped Areas:	<p>All areas of a manufactured home park not developed or occupied by park roads, walkways, driveways, parking aprons, buildings or other developed facilities, including paved playgrounds, shall be landscaped. A manufactured home park shall have on its perimeter a landscaped area not less than 3 m (10 ft) in width between any manufactured home lot and a boundary line of the development. This buffer shall not comprise part of the 5% recreation area requirement.</p>
Roads:	<p>All mobile home park roads shall have at least a 12 m (39 ft) right-of-way and a carriageway no less than 8 m (26 ft) in width.</p>
Walkways:	<p>Internal pedestrian walkways, where provided, shall be a minimum of 1.5 m (5 ft) in width.</p>
Storage Areas:	<p>Common storage areas, separate from the manufactured home lot, shall be provided for storage of seasonal recreational equipment not capable of storage on the manufactured home lot. Such storage areas shall be screened. Such storage areas shall have an area of not less than 20 m<sup>2</sup> (215 ft<sup>2</sup>) per mobile home lot.</p>
Utilities:	<p>All utility services and all utility wires and conduits shall be installed underground.</p>
Fences and Lot Lines:	<p>Fences and hedges shall be allowed only if they are erected and maintained by the manufactured home park operator to a uniform standard throughout the manufactured home park.</p> <p>All lot lines shall be clearly defined on the ground by permanent flush stakes, or markers, with a lot number or other address system.</p>
Garbage Storage:	<p>Garbage storage shall</p> <ul style="list-style-type: none"> <li>(a) be prohibited in front yards, and</li> <li>(b) be screened from view from any internal access road</li> </ul>
Building Design:	<p>All manufactured homes shall be factory built. Skirting or any attached structure shall be factory built with matching exterior finish, or be of durable all-weather construction and designed in a manner that will enhance the appearance of the manufactured home development. Each manufactured home shall be levelled, blocked and skirted, and the hitch removed within 30 days of being placed on a lot.</p>

**(2) Manufactured Home Subdivision Standards**

The following regulations apply to manufactured homes:

Minimum Parcel Area: Interior parcels 278.5 m<sup>2</sup> (2,998 ft<sup>2</sup>)  
 Corner parcels 314.5 m<sup>2</sup> (3,385 ft<sup>2</sup>)

Maximum Parcel Coverage: 55%

Minimum Yard Requirements: Manufactured homes shall be sited at least:

- i) 3.5 m (11 ft) from one another (except attached structures), and
- ii) 3 m (10 ft) from the rear parcel boundary.

The front and side yards shall be in accordance with an overall plan for the subdivision which shall be prepared by the developer of the subdivision in conjunction with and subject to the approval of the Development Officer. The plan shall provide for front yards to be a minimum of 3 m (10 ft) and side yards to be either 0 m or 1.2 m (4 ft) except abutting public roads where 3 m (10 ft) shall be provided.

In the case of those parcels where a 0 m side yard is required by the plan, easements for a 1.2 m (2 ft) eave encroachment, satisfactory to the development authority, shall be registered against the title of the adjoining parcel.

Maximum Building Height: (a) the distance between the ground level and the floor of the manufactured home shall not exceed 1 m (3 ft), or  
 (a) the distance between the ground level and the underside of the subfloor shall not exceed 0.75 m (2 ft),  
 whichever is the greater.

Minimum Floor Area: 85 m<sup>2</sup> (915 ft<sup>2</sup>)

Minimum Manufactured Home Width: 4.25 m (14 ft)

Building Design: All manufactured homes shall be factory built. Skirting or any attached structure shall be factory built with matching exterior finish, or be of durable all-weather construction and designed in a manner that will enhance the appearance of the manufactured home. The hitch and all wheels must be removed and the manufactured home placed on permanent foundation or concrete piers within 30 days of being placed on a lot.

Utilities: All utility services and all utility wires and conduits shall be installed underground.

Supplementary Regulations: All uses must also comply with the regulations in Schedule B and Schedule D. [2011-01]

## Land Use Bylaw Amendment Application 5200 58st. Olds, Alberta

Rational for the application for a Land Use Bylaw amendment for the property at 5200 58 St in Olds.

This property is an approximately 20.25 acre (8.19 ha) parcel south of the Olds Regional Exhibition. The intention is to amend the land use bylaw to designate this parcel R4 to permit enable the development of a manufactured home community.

The recent completion of the Housing Needs Assessment for the Town of Olds identifies priorities that include the need for an increase in diversity of housing options and seniors housing.

- Entry Level Housing: The proposed development is a strategic response to this housing challenge reducing financial barriers with a lower cost housing option.
- Seniors Housing: The proposed development will offer new, low maintenance, right sized, one level living housing that will be an attractive option for seniors.
- Housing Diversity: The proposed development seeks to diversify the housing options available in Olds by allowing for the development of a Manufactured Home Community. This alternative housing model provides an accessible entry point to homeownership, catering to a broad spectrum of income levels and meeting the diverse needs of the community.
- The proposed amendment aligns with Olds' commitment to sustainable and inclusive development. By allowing for the establishment of a Manufactured Home Community, we can create a well-planned and socially inclusive residential space that is accessible and inclusive for residents of all ages, abilities, and mobility levels.
- The proposed development will provide convenient access to essential services, including schools, healthcare facilities, and commercial centers. This ensures that residents of the Manufactured Home Community have easy access to amenities, fostering a high quality of life for all.



**From:** [REDACTED]  
**To:** [Planning Email Distribution](#)  
**Subject:** Bylaw 2024 - 12  
**Date:** Tuesday, March 12, 2024 5:01:52 PM

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**CAUTION:** This Email is from an external sender. Be alert for Phishing. Do not click links if you do not know the sender.

I am a local to the area and I am in full support of the proposed Bylaw 2024-12. I beleive that according to the Olds Housing Needs Assessment that this subdivision would meet many of those. I hope to see many more projects like this happen within the towns in our county as they all require the same type if attainable, sustainable and maintainable housing for any age.

Thank you for the consideration on this much needed project.

% support  
[REDACTED]



Monday, March 18<sup>th</sup>, 2024

Town of Olds

Planning & Development

Phone: (403) 507-4806

4512 46<sup>th</sup> Street Olds AB T4H 1R5

Email: [planning@olds.ca](mailto:planning@olds.ca)

Dear Town of Olds Planning & Development:

**Regarding: Proposed Bylaw No. 2024-12**

We are excited about your upcoming Public Hearing regarding the above identified proposed bylaw to be held **Monday, March 25<sup>th</sup>, 2024, at 1:00 p.m.** in Council Chambers at the Town of Olds Office.

On behalf of our volunteer Board of Directors and our entire 125-year-old organization, we fully support the proposed bylaw and its applicant. Please accept this “Letter of Support” for the land use bylaw amendment. Further, we will be in attendance next Monday and are pleased to present in support of this application. We believe your consideration is creating opportunity in our local town!

The property subject to rezoning is approximately 20¼ acres (8.19 ha) south of Olds Regional Exhibition. We understand that the intention of the upcoming hearing is to amend the land use bylaw to zone this parcel “R4” to permit and enable the development of a manufactured home community.

Recent completion of the **Housing Needs Assessment** for the Town of Olds identifies priorities that include the need for an increase in diversity of housing options and seniors’ housing. The proposed redesignation for this property satisfies both needs and secures additional housing in a location that optimizing social and community benefit and helps to provide relief to our local housing difficulties.

If this bylaw amendment is passed, the Town of Olds will be supporting almost immediate construction of the following:

- ✓ Entry Level Housing: The proposed development is a strategic response to our housing challenge reducing financial barriers with a lower cost housing option.
- ✓ Seniors Housing: The proposed development will offer new, low maintenance, right sized, one level living housing that will be an attractive option for seniors.

- ✓ **Housing Diversity:** The proposed development seeks to diversify the housing options available in Olds by allowing for the development of a Manufactured Home Community. This alternative housing model provides an accessible entry point to home ownership, catering to a broad spectrum of income levels and meeting the diverse needs of our community.

The proposed amendment aligns with Olds' commitment to sustainable and inclusive growth. By allowing for the establishment of this Manufactured Home Community, you will be facilitating the creation of a well-planned and socially inclusive residential space that is accessible and diverse for residents of all ages, abilities, and mobility levels. You will be supporting progress for those in need!

The proposed development will provide convenient access to essential services, including schools, health care facilities, and commercial centers. This access will ensure that residents of the new Manufactured Home Community have easy access to amenities, fostering a high quality of life for all.

For 125 years now, Olds Regional Exhibition has been proud to support our town and economic region with opportunities that focus on agriculture, youth, and community. We feel your positive consideration of **Proposed Bylaw No. 2024-12** is consistent with our heritage and legacy. Thank you!

We understand that this proposed redesignation aligns with both the Municipal Development Plan and the Uptowne Area Redevelopment Plan, which identify this parcel as residential property in their land use concept maps. Further, we have become very well-acquainted with the principle of the Applicant and facilitator of this development, and believe you are working with someone who considers Olds an exciting place in which to partner and create positive, "alive" community benefit.

Thank you very much for your consideration. We look forward to seeing you on the 25<sup>th</sup>.

Sincerely,



James Carpenter, President  
Board of Directors



Rob Smith  
Business Development



## TOWN OF OLDS BYLAW NO. 2024-12

### ***BEING A BYLAW OF THE TOWN OF OLDS TO PROVIDE FOR THE AMENDMENT OF THE LAND USE BYLAW NO. 01-23***

**WHEREAS** Section 640(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides that every municipality must pass a land use bylaw; and

**WHEREAS** the *Municipal Government Act*, Revised Statutes of Alberta 2000 Chapter M-26 and amendments thereto, permit a Council by bylaw to amend the Land Use Bylaw; and

**WHEREAS** the Council of the Town of Olds deems it necessary and expedient to amend the Land Use Bylaw No. 01-23.

**NOW THEREFORE** the Council of the Town of Olds in the Province of Alberta, duly assembled, enacts as follows:

**BYLAW TITLE:** This Bylaw may be cited as the Land Use Amending Bylaw 2024-12.

#### **GENERAL RULES AND SPECIAL PROVISIONS**

1. Bylaw 01-23, being the Town of Olds Land Use Bylaw, is hereby amended as follows:

That the Land Use District Map, being Schedule A of the Land Use Bylaw No. 01-23, be amended to change the designation of Lot 1, Block 2, Plan 1612209 from Urban Reserve (UR) to Manufactured Home District (R4) as shown on the attached map (Appendix A).

#### **EFFECTIVE DATE**

This bylaw comes into force on the date it is passed.

#### **READINGS**

Read for a first time on the 26<sup>th</sup> day of February, 2024.

Public Hearing held on the \_\_\_\_ day of \_\_\_\_\_, 2024.

Read a second time on the \_\_\_\_ day of \_\_\_\_\_, 2024.

Read a third and final time on the \_\_\_\_ day of \_\_\_\_\_, 2024.

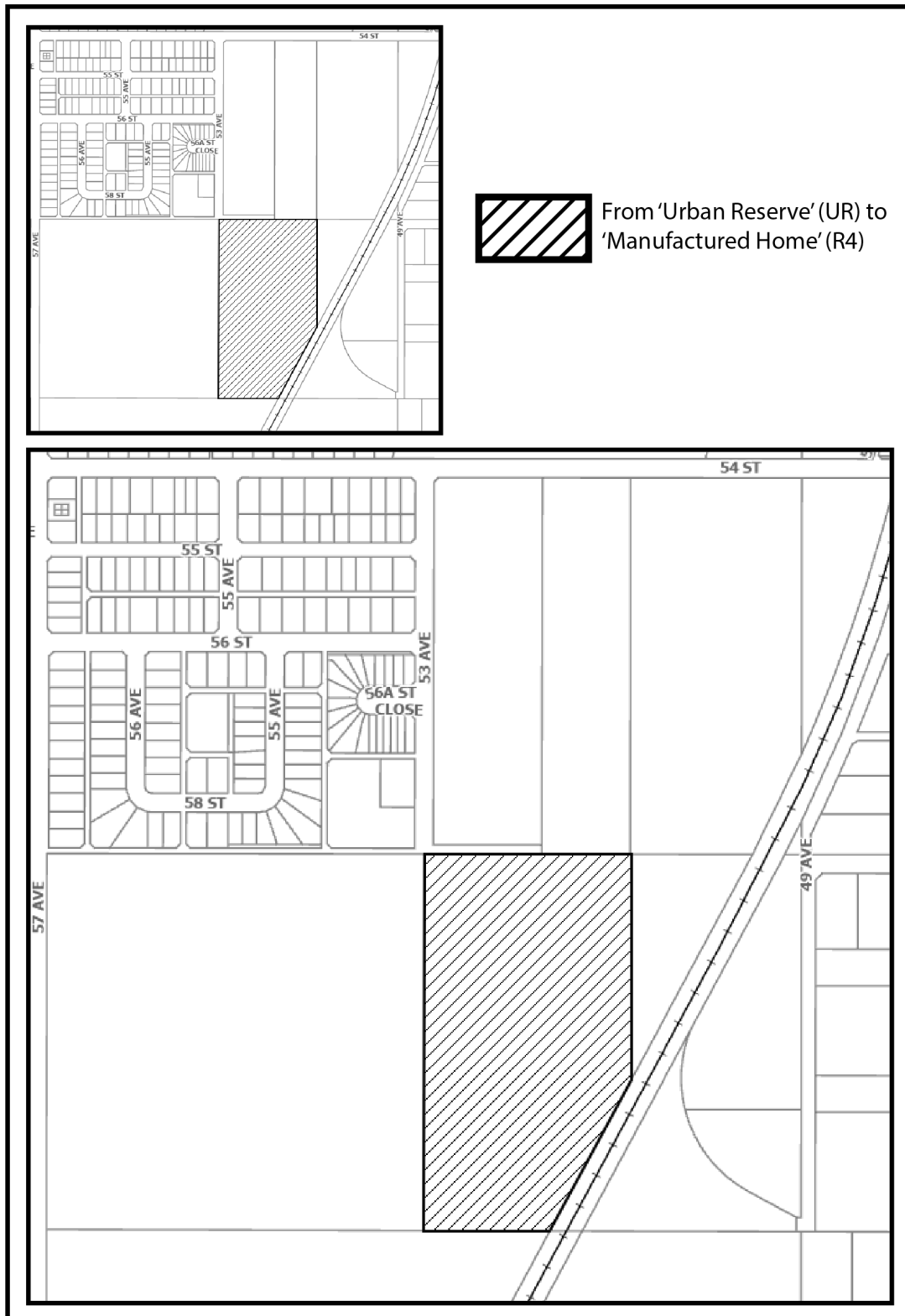
\_\_\_\_\_  
Judy Dahl, Mayor

\_\_\_\_\_  
Brent Williams, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_, 2024.

**Appendix A of Bylaw No. 2024-12**

**Change in Land Use Bylaw Designation for Lot 1, Block 2, Plan 1612209**







Request for Decision

**Bylaw No. 2024-13 – Amendment to Land Use Bylaw**

March 25, 2024

## RECOMMENDATION

**That a public hearing be held for Bylaw No. 2024-13 (amendment to Land Use Bylaw 01-23)**

**That Bylaw No. 2024-13 be given second reading as presented.**

**That Bylaw No. 2024-13 be given third reading as presented.**

## STRATEGIC ALIGNMENT

In Council's Strategic Plan for 2022-2032, the second strategic goal is: "The Olds community is supported and enabled through skillful governance."

## LEGISLATIVE AUTHORITY

1. *Municipal Government Act* – Chapter M-26, Part 17, Division 5 Section 640(1) every municipality must pass a Land Use Bylaw.
2. *Municipal Government Act* – Chapter M-26, Part 5, Division 9, Section 191(1) the power to pass a bylaw...includes a power to amend or repeal the bylaw.

## BACKGROUND

The Town has recently launched initiatives to encourage owners of unpermitted secondary suites to legalize the suites via the development and building permit processes. Since then, Planning & Development has been receiving inquiries about two types of suites that are not currently allowed under the current Land Use Bylaw regulations:

### 1) Suites in duplexes

Suites secondary to duplex units that are on their own titled parcels are permitted under the National Building Code – Alberta Edition. The Land Use Bylaw is currently more restrictive than the building code and only allows suites on lots with detached dwellings.

### 2) Detached Suites in the General Residential (R2) land use district

Suites in the R2 district are currently restricted to being within the principal dwelling building (basement suites or attached at-grade suites), meaning that garage and garden suites in the rear yard are not allowed, despite being permissible in the Low Density Residential District (R1) and General Residential Narrow Lot District (R2N).

The proposed amendment would bring the Land Use Bylaw into alignment with the building code and allow for more flexibility regarding the types of secondary suites allowed in Olds.

Bylaw No. 2024-13 received first reading on February 26, 2024. A public hearing on the proposed bylaw is required prior to Council giving second reading. The public hearing was advertised in accordance with the Municipal Government Act Section 606. The proposed bylaw was also circulated to adjacent landowners for comment.

To date, no comments or concerns have been received from the general public or adjacent property owners regarding Bylaw No. 2024-13.

**FINANCIAL CONSIDERATIONS**   ☐ Operating   ☐ Capital   ☒ Not Applicable

Details: N/A

#### KEY MESSAGES

In addition to aligning with the building code, the proposed amendment presents an opportunity to allow a wider variety of affordable housing options in Olds.

The R2 district is generally intended for higher residential densities than the R1 district, so being more restrictive in the range of secondary suite types allowed on R2 parcels is contradictory to that intent.

#### ATTACHMENTS

1. Draft Bylaw 2024-13

Approved By: Adrian Pedro	Date: March 19, 2024
CAO Review: Brent Williams	Date: March 22/24



## TOWN OF OLDS BYLAW NO. 2024-13

### ***BEING A BYLAW OF THE TOWN OF OLDS TO PROVIDE FOR THE AMENDMENT OF THE LAND USE BYLAW NO. 01-23***

**WHEREAS** Section 640(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides that every municipality must pass a land use bylaw; and

**WHEREAS** the *Municipal Government Act*, Revised Statutes of Alberta 2000 Chapter M-26 and amendments thereto, permit a Council by bylaw to amend the Land Use Bylaw; and

**WHEREAS** the Council of the Town of Olds deems it necessary and expedient to amend the Land Use Bylaw No. 01-23.

**NOW THEREFORE** the Council of the Town of Olds in the Province of Alberta, duly assembled, enacts as follows:

**BYLAW TITLE:** This Bylaw may be cited as the Land Use Amending Bylaw 2024-13.

#### **DEFINITIONS**

“Detached Dwelling” means a residential building containing one dwelling unit, which is physically separate from any other residential building, and does not include a manufactured home.

“Duplex” means a separate residential building consisting of two dwelling units only.

“Parcel” means the aggregate of the one or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan filed or registered in a land titles office.

#### **GENERAL RULES AND SPECIAL PROVISIONS**

Bylaw 01-23, being the Town of Olds Land Use Bylaw, is hereby amended as follows:

1. That the definition: “*Secondary Suite*” means an additional dwelling unit, subordinate to the principal dwelling unit, on a parcel designated for a single-detached dwelling.

Be replaced with: “*Secondary Suite*” means an additional dwelling unit, subordinate to a principal dwelling unit, on a parcel that has only one principal dwelling unit.

2. That Schedule B, Section 6(13)(a) be replaced with the following:

A maximum of one secondary suite may be permitted per parcel.

3. That Schedule B, Section 6(13)(i) be replaced with the following:

Secondary suites must meet all standards of the National Building Code – Alberta Edition.

4. That Schedule C: District Regulations, General Residential District (R2) is amended by adding *Secondary suites* as a discretionary use and removing *Secondary suite contained within the principal building*.

**EFFECTIVE DATE**

This bylaw comes into force on the date it is passed.

**READINGS**

Read for a first time on the 26<sup>th</sup> day of February, 2024.

Public Hearing held on the \_\_\_\_ day of \_\_\_\_\_, 2024.

Read a second time on the \_\_\_\_ day of \_\_\_\_\_, 2024.

Read a third and final time on the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Judy Dahl, Mayor

\_\_\_\_\_  
Brent Williams, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_, 2024.



Request for Decision

**Bylaw No. 2024-11 – Amendment to Land Use Bylaw**

March 25, 2024

## RECOMMENDATION

**That Bylaw No. 2024-11 (Amendment to Land Use Bylaw 01-23) be given first reading as presented.**

**That Monday, April 22, 2024, at 1:00 pm in Council Chambers be set as the date, time, and place for a Public Hearing on Bylaw No. 2024-11.**

## STRATEGIC ALIGNMENT

In Council's Strategic Plan for 2022-2032, the second strategic goal is: "The Olds community is supported and enabled through skillful governance."

## LEGISLATIVE AUTHORITY

1. *Municipal Government Act* – Chapter M-26, Part 17, Division 5 Section 640(1) every municipality must pass a Land Use Bylaw.
2. *Municipal Government Act* – Chapter M-26, Part 5, Division 9, Section 191(1) the power to pass a bylaw...includes a power to amend or repeal the bylaw.

## BACKGROUND

The Town has been seeking ways to encourage a greater variety of housing development by implementing tax incentives, waiving fees for legalizing existing suites, and allowing mixed-use development in highway commercial areas. However, there are still barriers preventing some types of developments from being feasible in Olds. Bylaw 2024-11 proposes further amendments to the Land Use Bylaw to reduce some of these barriers for higher density developments through the following measures:

- 1) Reducing the landscaping requirement in the Medium Density District (R3) from 30% to 15%. R3 is the only land use district in Olds that requires this amount of landscaping.
- 2) Increasing the height limit in the Medium Density Residential and Highway Commercial Districts (R3, CH, and CHA) to 22m. In 2023, a bylaw amendment was passed to introduce mixed-use development in the CH districts, but such development is not feasible with the current 10m height limit. 22m is the approximate height of a 6-storey building and a variance of this degree has already been approved for the credit union office building. The R3 district currently has a convoluted height limit and the proposed will align it with CH.
- 3) Reducing parking minimums for apartment-style residential developments. Currently, Olds has among the highest parking minimums in Alberta for this type of residential development at 1.75 stalls per unit. A tiered requirement shown below would bring Olds more in-line with the average requirement in the province.
  - a. 1-bedroom unit: 1 stall
  - b. 2-bedroom unit: 1.25 stalls

c. 3-bedroom unit: 1.5 stalls

- 4) Adding “Apartments” and “Multi-Plex” as discretionary uses in the CH and CHA districts. Some prospective investors have inquired about wholly residential developments in these districts, which the Bylaw currently does not allow. Adding these as discretionary uses would not necessarily open up all CH parcels to purely residential development, but would allow Council to consider such applications on a case-by-case basis.
- 5) Adding “Apartments” and “Multi-Plexes” as permitted uses in the Central Commercial (C1) district. The C1 district represents a significant portion of the infill and densification opportunities in Olds and is larger in area than commercial demand could fill. The Town wants to see higher density residential developments in this area, as is supported by the MDP (Section 12, Objective B; Policy 12.3) and Uptowne ARP (Section 4.2), but the process currently requires Council approval for each development. This amendment would allow Administration to approve such projects.
- 6) Changing the definition of “Multi-Plex” to “a building containing three (3) or more dwelling units, each sharing a common or party wall with at least one other unit, and each unit having a separate access to the outside grade” from the current “between three (3) and eight (8) dwelling units.” This proposal comes from conversations about some prospective developments that would meet neither the definition for apartments (which prohibits exterior doors for individual units) nor multi-plex (which only allows up to 8 units).

Bylaw 2024-11 also proposes an additional amendment regarding parking requirements for commercial daycare facilities, which currently considers the number of children but requires that parking be available all day, despite this space only being needed during drop-off and pickup times.

**FINANCIAL CONSIDERATIONS**   ☐ Operating   ☐ Capital   ☒ Not Applicable

Details: N/A

#### KEY MESSAGES

The combination of high parking and landscaping minimums means that higher density developments are very challenging on all but the largest parcels. Most of the developable land available in Olds cannot currently accommodate development that complies with these standards.

#### ATTACHMENTS

1. Municipal Parking Requirement Comparisons
2. Excerpt: Municipal Development Plan, Section 12
3. Excerpt: Uptowne Area Redevelopment Plan, Section 4.2
4. Draft Bylaw 2024-11

Approved By: Adrian Pedro		Date: March 19, 2024
CAO Review:	Brent Williams	Date: March 22/24

## Residential Parking Minimums in Alberta

Municipality	Bylaw Year	Minimum Stalls per Unit			
		Apartments	Detached	Duplex	Multi-Plex
<b>OLDS</b>	<b>2001</b>	<b>1.75</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
Airdrie	2016	1.75	2.00	2.00	2.00
Beaumont	2019	1.00			
Calgary	2007	0.625	0-2.00, depending on district	0-2.00, depending on district	0.625
Camrose	2022	1.00 (1 bedroom unit) 1.25 (2+ bedroom unit)	2.00	2.00	1.00 (1 bedroom unit) 1.25 (2+ bedroom unit)
Canmore	2018	1.15	2.00	2.00	1.15
Chestermere	2011	1.00 (1 bedroom unit) 1.50 (2 bedroom unit) 2.00 (3 bedroom unit)	2.00	2.00	2.00
Cochrane	2022	1.50 and 1.00 per 6 units for visitor parking	2.00	2.00	1.50 and 1.00 per 6 units for visitor parking
Drumheller	2020	No Minimum			
Edmonton	2020	No Minimum			
High River	2021	No Minimum			
Innisfail	2021	1.00	2.00	2.00	1.25
Lacombe	2016	1.00 (1 bedroom unit) 1.50 (2 bedroom unit) 2.00 (3 bedroom unit)	2.00	2.00	1.00 (1 bedroom unit) 1.50 (2 bedroom unit) 2.00 (3 bedroom unit)
Okotoks	2021	No Minimum			
Red Deer	2006	1.00 (1 bedroom unit) 1.50 (2 bedroom unit) 2.00 (3 bedroom unit)	2.00	2.00	2.00
St. Albert	2005	1.00 (1 bedroom unit) 1.50 (2 bedroom unit) 2.00 (3 bedroom unit)	2.00	2.00	2.00

## 12.0 Uptowne Olds

Uptowne Olds (our name for our Downtown) functions as the business, administrative and cultural centre of the community. It is a mixed use area that includes commercial, industrial and residential uses and the place where Olds began. It is an important element of Olds' image in the eyes of residents, investors and visitors. Its vitality and health is a reflection on the community as a whole. Diversity, intense development and linkages to other parts of the community are key elements in revitalizing and maintaining a strong and vibrant historic town core.

### Goal

Encourage the continued growth and intensification of Uptowne Olds as a vibrant mixed use centre that is a focal point for the community and is an attractive place to shop, work, live and play.

### Objectives

- (a) Reinforce the Uptowne area as a business, administrative, government and cultural centre.
- (b) Promote and encourage higher-density residential development in or near Uptowne.
- (c) Maintain an active Uptowne area by promoting diversity, intensity and linked development.

### Policies

- |             |   |  |
|-------------|---|--|
| <b>12.1</b> | <b>Role of Uptowne</b>                          | The Town shall support the on-going redevelopment of the Uptowne as the centre and heart of the town and as the primary area for the highest level of administrative, retail, office, institutional, cultural, and entertainment facilities. As part of this effort, the Town shall implement the recommendations of the Uptowne Olds Area Redevelopment Plan. |
| <b>12.2</b> | <b>Infill and Intensification Opportunities</b> | The Town shall promote opportunities for infill and intensification within Uptowne in order to facilitate a mixed use and compact urban form, utilize existing infrastructure efficiently and increase the range of services and amenities available to residents and visitors.  |

- |             |   |  |
|-------------|---|--|
| <b>12.3</b> | <b>Uptowne Housing Strategy</b>             | Wherever possible, the Town shall support the development of higher density housing in or near Uptowne including the conversion of commercial and industrial uses to residential uses where appropriate. In acting on this policy, the Town shall recognize that residential uses in Uptowne will be subjected to more noise and traffic than is typically considered acceptable in a predominantly residential area and shall accept this as one of the trade-offs associated with creating residential opportunities in the town core. |
| <b>12.4</b> | <b>Pedestrian Oriented Design Standards</b> | New development and major redevelopments in Uptowne will be encouraged to use pedestrian oriented building and site design (building entrance close to or directly accessible to the public sidewalk) rather than vehicle oriented designs (parking lot separating building from public sidewalk) wherever possible.   |
| <b>12.5</b> | <b>Parking Standards</b>                    | The Town shall ensure through the Land Use Bylaw that provision is made for sufficient on-street and off-street parking in the Uptowne area.   |

## 4.0 POLICIES AND KEY ACTIONS

This section contains the policies, development intent, design concepts, strategies and recommended actions that will guide Uptowne Olds over the next 20 years. Land use, zoning and the general development framework is described and contains a series of concept maps, diagrams and the intent of the planning policies.

### 4.1 POLICY RECOMMENDATIONS

In order to attain the objectives set for the ARP, specific actions must be identified. These action statements constitute the policies, an essential, but not the sole, element of the ARP. The planning process is characterized by its dynamic community, as acknowledged in the Town of Olds Municipal Development Plan. The adoption of the ARP with its policy statements will be an important decision but it will be one stage in a series of events followed by interpretation, implementation, monitoring, review and amendment. In this way, the ARP will continue to be relevant to the needs of the town.

### 4.2 RESIDENTIAL DEVELOPMENT

#### GOAL:

Support the Uptowne commercial area by allowing higher density residential development on the perimeter of the core commercial area while accommodating mixed use development where appropriate.

#### OBJECTIVES:

Ensure residential opportunities that will support the commercial viability of the Uptowne core and allow people to work, live, shop and play in the Uptowne core.

#### POLICIES:

4.2.1 Promote residential land uses in accordance with the proposed Land Use Map.

4.2.2 Provide a range of higher density opportunities such as multi-unit housing in the Uptowne area. Medium to high density housing is envisioned north of 54 Street and low density housing south of 54 Street.

4.2.3 Create mixed use commercial buildings where the residential and commercial uses are within the same parcel of land. Residential dwellings may be located above commercial properties in a vertical land use fashion. Commercial and residential uses in a horizontal land use



Mixed use incorporated into downtown.



fashion will be discouraged.

- 4.2.4 Existing residential uses that have been identified as Commercial or Mixed Use Commercial at Grade will continue to be conforming uses. A land use bylaw amendment should be undertaken to include such residential uses as discretionary within commercial districts and have separate residential site requirements with, at most, a maximum of 80% site coverage. A lower percentage for site coverage may be required in order to accommodate landscaping and onsite parking.
- 4.2.5 Encourage infill and redevelopment of underutilized and vacant properties along the core streets within the Uptowne area whenever possible.
- 4.2.6 Crime Prevention Through Environmental Design (CPTED) guidelines will be used in the design of public open spaces and pedestrian routes in the Uptowne to help ensure public safety. Support building design guidelines that put eyes on the street and result in a safer neighbourhood environment.



Mixed use commercial with residential and office space above first floor. Numerous windows provide continuous eyes on the street+opportunities. Varying architectural designs and colours incorporated into the streetscape.

- 4.2.7 Design buildings utilizing CPTED principles such as promoting the location of buildings closer to the front property line, avoid blank walls, and face windows to the street. Evaluate the success of development and consider where improvements can be made.

## TOWN OF OLDS BYLAW NO. 2024-11

**WHEREAS** Section 640(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides that every municipality must pass a land use bylaw; and

**WHEREAS** the *Municipal Government Act*, Revised Statutes of Alberta 2000 Chapter M-26 and amendments thereto, permit a Council by bylaw to amend the Land Use Bylaw; and

**WHEREAS** the Council of the Town of Olds deems it necessary and expedient to amend the Land Use Bylaw No. 01-23.

**NOW THEREFORE** the Council of the Town of Olds in the Province of Alberta, duly assembled, enacts as follows:

**BYLAW TITLE:** This Bylaw may be cited as the Land Use Amending Bylaw 2024-11.

### **GENERAL RULES AND SPECIAL PROVISIONS**

Bylaw 01-23, being the Town of Olds Land Use Bylaw, is hereby amended as follows:

1. That Schedule C: District Regulations, Medium Density Residential District (R3) is amended by:
  - a. replacing Landscaped Area: (i) with “a minimum of 15 percent of the parcel area landscaped; and”;
  - b. changing the Maximum Building Height – Apartments to 22 m (72 ft).
2. That Schedule C: District Regulations, Highway Commercial District (CH) and Highway Commercial A District (CHA) is amended by:
  - a. changing the Maximum Building Height to 22 m (72 ft);
  - b. adding *Apartments* and *Multi-plexes* as discretionary uses.
3. That Schedule C: District Regulations, Central Commercial District (C1) is amended by adding *Apartments* and *Multi-plexes* as permitted uses and removing *Apartments* and *Multi-plexes* as discretionary uses.
4. That Schedule B, Section 3(1) Parking is amended by replacing the minimum parking spaces required for apartments with the following:
 

1 bedroom unit	1.0/dwelling
2 bedroom unit	1.25/dwelling
3+ bedroom unit	1.50/dwelling
5. That the definition: “*Multi-plex*” means a building containing between three (3) and eight (8) dwelling units; each sharing a common or party wall with at least one other unit, and each unit having a separate access to outside grade.

be replaced with: *“Multi-plex” means a building containing three (3) or more dwelling units; each sharing a common or party wall with at least one other unit, and each unit having a separate access to outside grade.*

6. That Schedule B, Section 6(1)(c) Day Care Facility – Commercial is amended by replacing (vi) with the following:

Parking

- The required number of on-site parking spaces shall be one (1) per employee on maximum working shift.

**EFFECTIVE DATE**

This bylaw comes into force on the date it is passed.

**READINGS**

Read for a first time on the 25<sup>th</sup> day of March 2024.

Public Hearing held on the \_\_\_\_ day of \_\_\_\_\_, 2024.

Read a second time on the \_\_\_\_ day of \_\_\_\_\_, 2024.

Read a third and final time on the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Judy Dahl, Mayor

\_\_\_\_\_  
Brent Williams, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_, 2024.



Request for Decision

**Bylaw 2024-16 Panhandling**

March 25, 2024

**RECOMMENDATION**

**That Council give first reading to the Panhandling Bylaw 2024-16, as presented.**

**That Council give second reading to the Panhandling Bylaw 2024-16, as presented.**

**That Council unanimously agrees to consider a third reading of the Panhandling Bylaw 2024-16.**

**That Council give third reading to the Panhandling Bylaw 2024-16, as presented.**

**STRATEGIC ALIGNMENT**

Our community is supported and enabled through skillful governance.

Our thriving community is built on strong and collaborative relationships.

**LEGISLATIVE AUTHORITY**

1. Municipal Government Act
2. Provincial Legislation

**BACKGROUND**

The issue of panhandling or soliciting for money in public spaces has become concerning in our community. It poses risks to public safety, economic vitality, and the overall well-being of our community members. As such, the creation of a bylaw prohibiting panhandling is a response aimed at addressing these multifaceted concerns.

Panhandling in public spaces can create safety hazards for both panhandlers and members of the public. Aggressive panhandling tactics, such as approaching vehicles at intersections, or persistently soliciting individuals, can lead to confrontation and conflict.

The presence of panhandlers in commercial areas can have negative economic repercussions for local businesses. Potential customers may feel uncomfortable or intimidated by aggressive panhandling, leading them to avoid the business altogether. Additionally, studies have shown that persistent panhandling can deter investment and development, hindering community economic growth.

In summary, the implementation of this bylaw supports our commitment by promoting public safety and economic prosperity within our community.

**FINANCIAL CONSIDERATIONS** ☐ Operating ☐ Capital ☒ Not Applicable

Details:

**KEY MESSAGES**

The implementation of a Panhandling bylaw helps to create an environment where all individuals feel safe, valued, and empowered to thrive.

**ATTACHMENTS**

## 1. Bylaw 2024-16 Panhandling

Director Review:	Justin Andrew	Date: March 22, 2024
CAO Review:	Brent Williams	Date: March 22, 2024

## TOWN OF OLDS BYLAW NO. 2024-16

### *BEING A BYLAW OF THE TOWN OF OLDS TO REGULATE PANHANDLING WITHIN THE TOWN OF OLDS*

**WHEREAS** the practice of Panhandling has been identified as a significant social and safety concern;

**AND WHEREAS** public awareness and outreach programs to promote alternative income generating or support options are available for panhandlers;

**AND WHEREAS** a bylaw regulating Panhandling is a required part of this coordinated approach to mitigate the negative impact of Panhandling activities;

**NOW THEREFORE** the municipal Council of the Town of Olds in the Province of Alberta, duly assembled, enacts as follows:

#### PART 1 BYLAW TITLE

1. This Bylaw may be cited as the “**Panhandling Bylaw**”.

#### PART 2 DEFINITIONS

2. “*Panhandling*” means the Personal, Verbal, and direct solicitation by a Person of gratuitous donations of money, food, or goods of any kind whether by spoken or printed word, or bodily gesture, from any member of the public but does not include a solicitation allowed or authorized pursuant to the *Charitable Fund-raising Act*, R.S.A 2000, c.C-9 or any other legislation permitting the solicitation of charitable donations.
3. “*Person*” means any individual, firm, partnership, association, corporation, company, or society but, unless the context otherwise requires, does not include the Town.
4. “*Verbal*” means spoken, written, or gestural.

#### PART 3 STATEMENT OF TO WHOM AND TO WHAT THE BYLAW APPLIES

5. This bylaw applies to all Persons within the Town of Olds.

#### PART 4 GENERAL RULES AND SPECIAL PROVISIONS

6. No Person shall engage in Panhandling within the Town of Olds corporate limits.

**PART 5**  
**PENALTY CLAUSE**

7. The specified penalty for a contravention of any provision of this Bylaw is FIVE HUNDRED (\$500.00) DOLLARS for the first offence, ONE THOUSAND (\$1000.00) DOLLARS for the second offence, and ONE THOUSAND FIVE (\$1,500.00) DOLLARS for the third offence. The penalty in lieu of prosecution is TWO HUNDRED FIFTY (\$250.00) DOLLARS.
8. Any person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction to a fine of not more than TWO THOUSAND FIVE HUNDRED DOLLARS (\$2500.00) and not less than FIFTY (\$50.00) DOLLARS.
9. Section 8 shall not prevent any enforcement officer from issuing a violation ticket requiring a court appearance of the defendant, pursuant to the provisions of the *Provincial Offences Procedures Act*; R.S.A. 2000 c. P-24, or from laying an information in lieu of issuing a Municipal Violation Ticket.

**EFFECTIVE DATE**

This Bylaw shall come into effect at such time as it has received a third reading and has been signed in accordance with the *Municipal Government Act RSA 2000 C M-26*, as amended from time to time.

**READINGS**

Read for the first time on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Read for a second time on the day of \_\_\_\_\_, 2024.

Read for a third and final time on the day of \_\_\_\_\_, 2020.

**SIGNATURE LINE**

\_\_\_\_\_  
Judy Dahl,  
Mayor

\_\_\_\_\_  
Brent Williams,  
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_, 2024.



Request for Decision

Victim Services Advocacy

March 25, 2024

## RECOMMENDATION

**That Council moves to add Victim Services to its advocacy priorities.**

## STRATEGIC ALIGNMENT

Our community is supported and enabled through skillful governance.

Our thriving community is built on strong and collaborative relationships.

Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens.

## LEGISLATIVE AUTHORITY-

Municipal Government Act

## BACKGROUND

The restructuring of Victim Services was announced several years ago, from a local model into a regional one. While many of the details are known and some are positive changes, there are many unknowns that could substantially alter the service in our area.

A summary of the key changes include:

- Dissolution of local Victim services Boards
- Rolling current workers into a new Provincial network of coverage (parameters unclear).
- Removal fundraising ability.
- Reduction/Removal of ancillary services offered by Victim Services.

Victim Services is led by Rhonda Kearns and a robust volunteer base that supports victims of crime and tragedy. The position is housed at the Olds RCMP detachment and services the entire County of Mountain View and all the Olds detachment's boundaries. The importance of this service cannot be understated; both to the people it helps in times of crisis and to the RCMP and OFD first responders.

The key issues that administration believes require further clarification and Council advocacy include:

### Funding

- As a registered charity, Victim Services is able to fundraise through private donations and casino funds. This allows Victim Services to offer such services as:
  - Hotel Accommodation for victims of domestic violence and house fires.
  - Bridging funding for support costs prior to access to social services or Red Cross support
  - Immediate access to funds to offer immediate support.



- This proposal will remove charitable status from Victim Services and deprive them of a primary revenue source.

#### Tragedy Response

- This was previously removed from Victim Services' portfolio, then re-added. However, there has been no commitment to keep this service under the new model.
- This would remove services for such people affected by residential fires, motor vehicle accidents, and sudden deaths.
- Support for victims of crime/assault and victim advocacy measures are unclear with the new model.

#### Service Animals

- Olds Victim Services has a trained service dog that provides support for victims who require longer-term support, often with prolonged court cases.
- There is no clarity on if service animal funding will be maintained.

**FINANCIAL CONSIDERATIONS**   ☐ Operating   ☐ Capital   ☒ Not Applicable

#### KEY MESSAGES

Administration recommends that Council add this item to its advocacy priorities and solicit meetings at both the political and bureaucratic levels of the provincial government to both gain clarity and lobby for local-based decision making.

**ATTACHMENTS – n/a**

CAO Review:	Brent Williams	Date: March 19, 2024
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Request for Decision

**DP24-013 Warehouse (Low Human Occupancy) with Variances**

Council Meeting Date: March 25, 2024

## RECOMMENDATION

**That Council approve Development Permit application DP24-013 as presented, subject to the conditions listed in the attached draft Development Permit.**

## STRATEGIC ALIGNMENT

In Council's Strategic Plan for 2022-2032, the second strategic goal is: "The Olds community is supported and enabled through skillful governance."

## LEGISLATIVE AUTHORITY

1. *Municipal Government Act* – Chapter M-26, Part 17, Division 3 Section 623(a) Subject to section 641, a council must by bylaw provide for a development authority to exercise development powers and perform duties on behalf of the municipality.
2. *Municipal Government Act* – Chapter M-26, Part 17, Division 5 Section 640(6) A land use bylaw may authorize a development authority to decide on an application for a development permit even though the proposed development does not comply with the land use bylaw or is a non-conforming building if, in the opinion of the development authority, the proposed development would not unduly interfere with the amenities of the neighbourhood, or materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land, and the proposed development conforms with the use prescribed or that land or building in the land use bylaw.

## BACKGROUND

The subject parcel is located at 4346 47 Avenue and is currently zoned Industrial Business District (IB). The applicant is requesting that the Warehouse (Low Human Occupancy Only) be approved with multiple variances.

Examples of Low Human Occupancy as per the National Building Code – 2019 Alberta Edition Volume Q.3.7.2.1.(4) are:

- **Buildings that could be classed as low human occupancy may include pump houses, equipment storage sheds, etc.**

This application requires Council approval for:

- 1) Variance – to allow the Warehouse (Low Human Occupancy Only) to be located within the rear yard setbacks.
- 2) Variance – to allow the driveway 9m from the front property line to be gravel instead of hard surfaced.
- 3) Variance – for no on-site landscaping.

- 4) Off – Site Landscaping (between front property line and edge of pavement) allowed to be decorative rock instead of grass.

The application meets the following regulations as set out in the Land Use Bylaw:

1. A Warehouse (Low Human Occupancy Only) is a permitted use.
2. Parcel Coverage

The application does not meet the following regulations as set out in the Land Use Bylaw:

Variance Required

- 1) Rear Yard Setback - is within the rear yard by 6m which requires a 50% variance.
- 2) Variance to Hard Surface the Internal Driveway – 100% variance requested to gravel the portion of the driveway 9m from the front property line west.
- 3) On-Site Landscaping – 100% variance requested.
- 4) Off – Site Landscaping – 100% variance requested to install decorative rock instead of grass.

Administration recommends approval of the Variances for Development Permit 24-013.

**FINANCIAL CONSIDERATIONS** ☐ Operating ☐ Capital ☒ Not Applicable

Details:

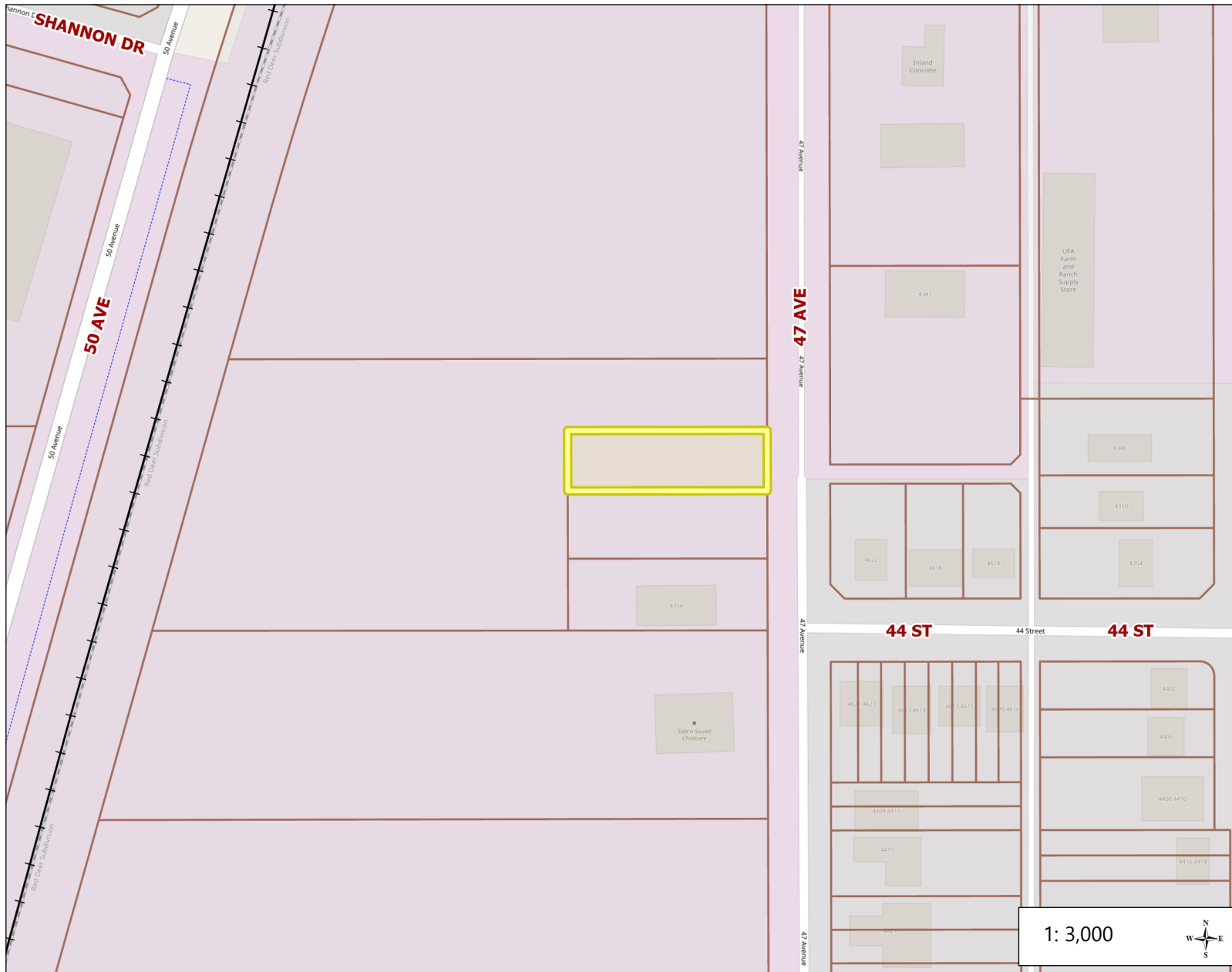
#### KEY MESSAGES

#### ATTACHMENTS

1. Site Context/Aerial Imagery
2. Industrial Business District (IB) Excerpt from Land Use Bylaw
3. Grading Plan
4. Draft Conditions - Development Permit 24-013
5. DP24-013 Variance Rationale

CAO Review:	Date:
-------------	-------

# 4346 47 Avenue



## Legend

- Town Boundary
- Hwy 2A Symbol
- Hwy 2A
- Hwy 27 Symbol
- Hwy 27
- Railway
- Road Labels
- Title Linework
- Parcels

1: 3,000



0.2 0 0.08 0.2 Kilometers

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

## Notes

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**INDUSTRIAL BUSINESS DISTRICT (IB)**

General Purpose:	To provide an area for industrial business uses, herein listed, which are compatible to the area, which are located in an attractive environment; to accommodate uses which do not cause any external, objectionable or dangerous conditions beyond the parcel boundary. This District is intended to serve as a buffer between industrial and residential or other non-industrial uses.	
Permitted Uses:	Accessory buildings	[2014-17]
	Animal Services	[2016-12]
	Automotive repair & service	[2014-17]
	Business support services	
	Cannabis Retail Sales	[2018-37]
	Day Care Facility – Commercial – Site Specific - - 4410 – 47 Avenue (Ptn. SE 05-033-01-W5M)	[2015-12]
	Equipment rentals	
	Fitness centre	[2014-17]
	Industrial-Light	[2013-06]
	Market	[2015-21]
	Mechanized excavation, stripping and grading	[2014-17]
	Professional, Financial and Office Support Services	
	Repair services	
	Taxi service	[2015-
21]	Transportation service	[2015-
21]	Warehousing	
Discretionary Uses:	Accessory uses	
	Asphalt aggregate and concrete plant	[2013-07]
	Beverage container drop off depot	[2013-07]
	Building supply store	[2013-07]
	Bulk fuel supply	[2013-07]
	Car wash	[2013-02]
	Commercial Dog Breeding	[2019-31]
	Crematorium	[2013-07]
	Custodial quarters	[2013-07]
	Drive through	[2013-02]
	Equipment rentals	[2013-07]
	Fleet service	[2013-07]
	Freight yard	[2013-07]
	Funeral Home	
	Garden center	[2013-07]
	Greenhouse, commercial	[2006-23]
	Instructional Facility	[2013-07]
	Kennels	[2019-31]
	Mural	[2021-01]
	Outdoor storage yard	[2013-07]
	Parking facilities for uses in this District	
	Personal Services	

Public and quasi-public uses	
Public utility buildings	
Recycling drop off	[2013-07]
Restaurants	
Sea can	[2014-17]
Self storage facility	[2013-07]
Signs	
Temporary buildings	
Truck wash	[2013-02]
Any use that is similar, in the opinion of the development authority, to the permitted or discretionary uses described above.	

The following regulations apply to all uses:

- Performance Standards: (1) No use, operation, storage or activity may be undertaken which, in the sole opinion of the Development Authority constitutes a danger or annoyance to persons on the parcel, on public property, or on any other sites, by reason of the generation of:
- |                                    |                               |
|------------------------------------|-------------------------------|
| Noise                              | Radiation hazards             |
| Vibration                          | Fire and explosive hazards    |
| Dust, and other particulate matter | Heat, humidity and glare      |
| Smoke                              | Refuse matter                 |
| Odour                              | Water or waterborne waste     |
| Toxic and noxious matter           | Water or steam                |
| Glare                              | High brightness light sources |
- Or any other activity in the sole opinion of the Development Authority is of an objectionable nature.
- (2) Notwithstanding any other bylaw standards, limitations and exclusions, any and all generation of noise in this District shall be subject to the same standards, limitations and exclusions as in residential districts within the municipality.

- Objectionable Items in Yard: No person shall keep or permit in any part of a yard
- (1) Any inoperable or unregistered vehicle or any vehicle that is in a dilapidated or unsightly condition unless it is suitably housed or screened to the sole satisfaction of the Development Authority, or
  - (2) Any object or chattel, which in the sole opinion of the Development Authority, is unsightly or tends to adversely affect the amenities of the neighbouring parcels, and
  - (3) All exterior storage shall be adequately screened from adjacent parcels to the sole satisfaction of the Development Authority.

Landscaped Area: The minimum amount of site area to be landscaped shall be the front yard, excluding driveways and parking areas, and the side yard abutting a street, or 10 percent of the site area, whichever is more. A landscaping plan shall be submitted with the development permit application.

At the discretion of the Development Authority, landscaping and/or screening may be required in any side or rear yard adjacent to a residential district. [2016-02]

Supplementary Regulations: All uses must also comply with regulations in Schedule B.

The following regulations apply to Permitted Uses:

Minimum Parcel Frontage: 15 m (49 ft), except where abutting a highway without a service road, in which case 30 m (98 ft.) shall be required.

Minimum Front Yard: 6 m (20 ft)

Minimum Side Yard: 3 m (9.84 ft), or as required in the Alberta Building Code, whichever is greater.

Maximum Parcel Coverage: 80%

Minimum Rear Yard: 6 m (20 ft)

The following regulations apply to Discretionary Uses:

Minimum Parcel Frontage: 15 m (49 ft), except where abutting a highway without a service road, in which case 30 m (98 ft) shall be required.

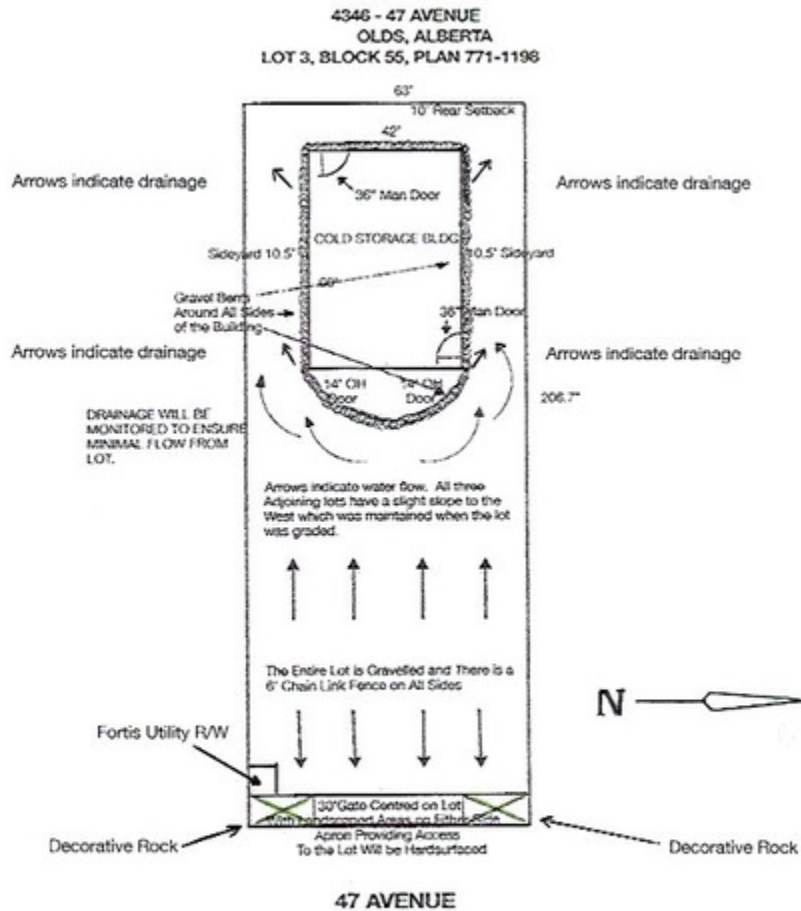
Minimum Front Yard: 6 m (20 ft)

Minimum Side Yard: 3 m (9.84 ft), or as required in the Alberta Building Code, whichever is greater.

Maximum Parcel Coverage: 55%

Minimum Rear Yard: 6 m (20 ft)

On-site drainage from this property will drain onto the adjacent Lot -, Block 55, Plan 5333 FS





## **DEVELOPMENT PERMIT DP24-013**

**Proposal:** 60' x 42' Warehouse (Low Human Occupancy Only)

**Deemed Use:** Permitted Use – Warehouse (Low Human Occupancy Only)

**Land Use Bylaw Designation:** Industrial Business District (IB)

**Civic Address:** 4346 47 Avenue

**Legal Description:** Lot 3 Bloc 55 Plan 771 11 8

**Applicant / Owner:** Roy Schneider/Carol Roy Schneider

**Decision:** **APPROVED** subject to the conditions outlined below:

1. The development of the buildings and site improvements must be constructed in accordance with the approved plans and conditions. Any modifications or changes to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority. The approved site plan is attached.
2. Variances have been granted for the following:
  - a. To allow the Warehouse (Low Human Occupancy Only) to be located within the side yard setbacks.
  - b. To allow the Warehouse (Low Human Occupancy Only) to be located within the rear yard setback.
  - c. To allow the driveway 9m from the front property line to be gravel instead of hard surfaced.
  - d. To waive the requirement of on-site landscaping currently.
  - e. To allow the off-site Landscaping (between front property line and edge of pavement) allowed to be decorative rock instead of grass.
3. Prior to the issuance of a Building Permit, the following must be completed:
  - a. A caveat shall be registered against the title of this property by the Town of Olds for use of the Warehouse for Low Human Occupancy (as defined by the National Building Code – 2019 Alberta Edition Volume). This caveat shall state make future property owners and/or renters aware that should the use of the property change from (LHO), the property owner will need to connect to the Town of Olds municipal services and pay all of the associated fees/expenses and shall meet all of the Land Use Bylaw regulations at that time.
  - b. A caveat shall be registered by the Town of Olds against this property (Lot 3, Block 55, Plan 771 119) and the property north and west of this property (Lot -, Block 55, Plan 5333FS) noting that (Lot 3, Block 55, Plan 771 119) has been allowed to have its on-site drainage from their property drain across (Lot -, Block 55, Plan 5333FS).
4. The portion of the area that is adjacent to this property (apron) and the edge of road shall be hard surfaced as per the Town of Olds Design Standards and approved by the Town of Olds Planning and Development Department.
5. Prior to the issuance of a Building Permit, the developer/applicant shall submit security in the form of a Performance Bond or an irrevocable letter of credit in the amount of 10% of the construction

value of the project or a mutually agreed upon amount to the satisfaction of the Development Authority.

6. After the building has been constructed, a Real Property Report shall be prepared by an Alberta Land Surveyor showing the location of the building, be submitted to the Town of Olds and approved by the Development Officer confirming that the building's location is consistent with the approved plans. Failure to submit the required drawing may result in a Stop Order being issued by the Development Authority.
7. A minimum of 9 parking stalls shall be provided on-site.
8. Completion of landscaping off-site shall be completed within one year of the completion of construction or the commencement of the use, whichever first occurs. All soft landscaping must be maintained for the life of the project.
9. The developer/applicant shall provide on-site provisions for municipal garbage and recycling pickups to the satisfaction of the Development Authority. A commercial garbage bin shall be provided in accordance with the Waste Management Bylaw of the Town of Olds. The bin shall be placed in a screened enclosure at a location accessible by garbage collectors.
10. The address of the property must be posted on the front of the building facing the street. Each letter and number must be not less than 10 cm in area and be plainly visible at all times.
11. The Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw.
12. If the development authorized by this development permit is not commenced within 12 months from the date of its issue, or the date of decision of the Subdivision and Development Appeal Board upon appeal, nor carried out with reasonable diligence as determined by the Town of Olds development authority, this development permit ceases to be effective, unless an extension of this period, being no longer than an additional 12 months, has previously been granted by the development authority.
13. Use and development of the subject site shall conform to all other applicable requirements of the Town of Olds Land Use Bylaw 01-23 except where a relaxation has been expressly granted.
14. This is not a Building Permit. Please contact the Town of Olds Development Authority for information regarding a Building Permit and compliance with the Alberta Building Code.
15. It is the developer/applicant's responsibility to comply with the Alberta Building Code and obtain the necessary Electrical, Plumbing and Gas Permits. Any of the following are authorized to issue these permits in the Town:
  - i) Davis Inspection Service (800-639-0912 / 403-275-3338),
  - ii) IJD Inspection Ltd. (877-617-8776 / 403-346-6533),
  - iii) Park Enterprises (800-621-5440 / 403-329-3437), or
  - iv) Superior Safety Codes (888-717-2344)
16. It is the developer/applicant's responsibility to:
  - 1) Contact Alberta First Call at 1-800-242-3447 and obtain utility locates prior to commencing an excavation; and
  - 2) Contact Operational Services at 403-507-4833 at least *ours* prior to backfilling the excavation for the water and sewer connections to arrange for an inspection of the connections. Note that the Security Deposit will not be returned if the water and sewer connections are not inspected prior to backfilling.

17. It is the developer/applicant's responsibility to ensure that the curb stop (i.e. water shut off valve) is properly installed and fully operational.
18. It is the responsibility of the developer/applicant to contact the Town of Olds to set up a utility account and request a water meter. All water meters for commercial and industrial construction must be purchased from the Town of Olds and installed by Town of Olds Utilities staff. Meter installation requests must be received at least two working days before installation is required. All wiring must be in place for both the meter and an exterior remote reading device in place BEFORE installation of a meter. The cost for all water meters is Town of Olds cost plus a 10% administration fee. Water meters are available in the following standard sizes: 5/8", 3/4", 1", 2". For information on sizes larger than 2", contact the Utilities Administrator.
19. It is the developer/applicant's responsibility to comply with Bylaws of the Town of Olds including the Land Use Bylaw No. 01-23, the Community Standards Bylaw No. 15-08 and the Traffic Bylaw 04-15. These Bylaws require in part:
  - 1) That construction rubbish, dirt, stones, old implements, automobiles, scrap iron or any other rubbish must not be allowed to accumulate so as to cause an unsightly condition, hazard or nuisance;
  - 2) That construction rubbish is not blown onto neighbouring parcels;
  - 3) That occupants/owners cut grass or weeds on their property, including town property adjacent to their premises, (i.e. sidewalks, boulevards and back alleys). Restricted and noxious weeds must be controlled in a manner as prescribed by the weed inspector;
  - 4) That no person shall place or deposit any object, refuse, building or other materials, dumpsters, snow, earth, sand, gravel, sod, or any other matter onto a roadway, sidewalk, boulevard or median within the Town, excepting vehicles and materials for which specific permission has been granted by the Chief Administrative Officer; and
  - 5) No concrete may be placed in the gutter of a roadway.
20. Return of Security Deposit - Once the Building Inspector has determined that the building is suitable for occupancy the security will be returned on completion of the following to the satisfaction of the Development Authority:
  - 1) Submission of the Request for Security Refund. This form is available from Planning and Development. Please deliver, fax (403-507-4856) or email ([planning@olds.ca](mailto:planning@olds.ca)) the completed form to Planning and Development;
  - 2) Completion of the development as approved, including, but not limited to the completion of landscaping and hard surfacing;
  - 3) Proper installation of the curb stop and ensuring it is fully operational;
  - 4) Confirmation that the curb, gutter, boulevard and curb stop have not been damaged. If any of these are damaged then repair or rehabilitation of same by the Applicant is required. See Utility Excavation Permit's pre-excavation inspection of the sidewalk and boulevard; and
  - 5) Proper installation and orientation of eaves troughs and proper installation of the sump pump.
21. A development permit for all discretionary use or any permitted use for which a variance or relaxation was granted, issued pursuant to *Part Two: Development Permits, Contravention and Appeal* of the Land Use Bylaw 01-23, does not come into effect until 21 days after the date on which the notice of issuance of the permit is given under Section 2.4 (3) of the Land Use Bylaw 01-23. Any development proceeded with by the applicant prior to the expiry of this period is done solely at the risk of the applicant.

22. The date of issue of a permit for any permitted use that conforms in all respects to the requirements of Land Use Bylaw 01-23 and was approved with or without conditions pursuant to this part comes into effect immediately upon approval by the development authority.

---

Shari Edgington CET, Development Officer

Date of Decision: March 25, 2024

Date of Notice in Newspaper: March 26, 2024

Effective Date of Development Permit: April 15, 2024 (after 3-week appeal period)

Attachments:

1. Site Plan
2. Building Elevations

### **Appeal Procedure**

This Development Permit and any conditions of this Development Permit may be appealed to the Subdivision and Development Appeal Board in accordance with Section 2.7 of the Land Use Bylaw. Appeals must be filed with the Subdivision and Development Appeal Board (SDAB) within 21 days after the date on which the notice of issuance of the permit is given, must include the reason(s) for the appeal, and must be addressed to the Town Office to the attention of the Subdivision Development and Appeal Board. The fee for an appeal is \$300.00 in accordance with the Town's Rates Bylaw, as amended. This fee must be paid when the appeal letter is submitted to the Town prior to the expiration of the above referenced appeal period.

**From:** [Roy Schneider](#)  
**To:** [Shari Edgington](#)  
**Subject:** Re: DP24-013 4346 47 Ave  
**Date:** March 17, 2024 11:34:43 AM  
**Importance:** High

---

**CAUTION:** This Email is from an external sender. Be alert for Phishing. Do not click links if you do not know the sender.

Hi Shari,

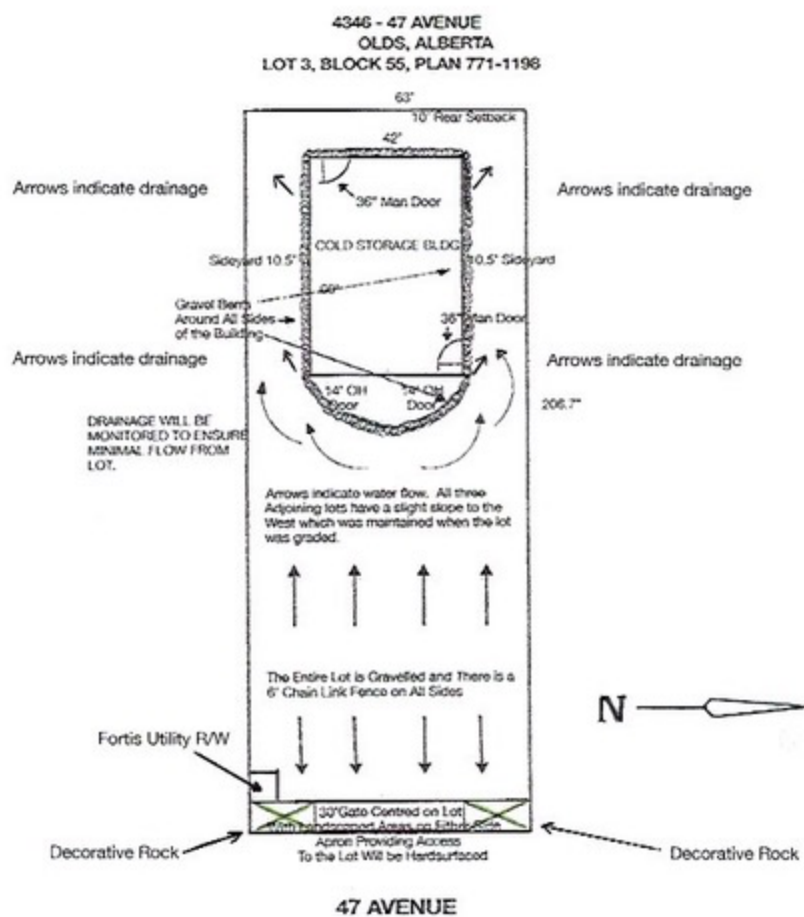
Thanks for your e-mail of March 15th. No rationale was provided on the form because there was insufficient space to do so.

- Regarding drainage, considerable time and expense has been spent to alleviate drainage to adjoining lots by firstly removing the black dirt to get a solid base. Pit run rock was then hauled in followed by a layer of 3/4" crushed rock with some gravel. This will provide a solid surface yet allow water to penetrate the surface and thereby stop or mitigate run off, keeping in mind that all properties in this area slope west to the railway tracks. The action taken will also minimize dirt trackage onto 47th Avenue.

- A relaxation of rear yard setback of 20 ft to 10 ft is requested because there is no intended use for this rear area and reducing it will provide more useable space in front of of the building and reduce weed control.

- Driveway request - not to be hard surfaced from the front property line towards the building because this would negate our efforts to control drainage as outlined above. Because the structure is to be used for cold storage only, there will be very minimal traffic in and out of the lot and would eliminate an estimated \$25,000 unnecessary expense.

- Landscaping request - to provide 40 mm decorative rock in lieu of trees/shrubs as there will be no water service to the lot, therefore, making it impossible to water and maintain greenery. Water is not required in the cold storage building.



On Mar 15, 2024, at 3:28 PM, Shari Edgington <SEdgington@Olds.ca> wrote:

Good Afternoon Roy,

Thank you for dropping off your application.

I have noted on the site plan that you provided that the property will drain to the adjacent property Lot -, Block 55, Plan 5333FS. See the attachment.

I would also like to confirm that you are going to use both 400mm and 20mm limestone for the decorative rock for the area that you are going to landscape?

On the variance form you indicated what variances you are requesting, but you did not provide your rationale as to why you cannot meet those requirements. You may email me the rationale for this.

You noted that you did not receive a receipt, so I have included the one we have on file for you.

Please provide this additional information no later than noon on Monday.

Kind Regards,

Shari Edgington, CET  
Development Officer

---

<image001.png>

<image002.png> 4512 – 46  
Street, Olds, AB  
<image003.png> D:  
403.507.4863

<image004.jpg>



Request for Decision  
**DP24-044 – 5001 54 Street – Emergency Shelter**  
 Council Meeting Date: March 25, 2024

**RECOMMENDATION**

**That Council approve Development Permit application DP24-044 as presented, subject to the conditions listed in the attached draft Development Permit.**

**STRATEGIC ALIGNMENT**

In Council’s Strategic Plan for 2022-2032, the second strategic goal is: “The Olds community is supported and enabled through skillful governance.”

**LEGISLATIVE AUTHORITY**

1. *Municipal Government Act* – Chapter M-26, Part 17, Division 3 Section 623(a) Subject to section 641, a council must by bylaw provide for a development authority to exercise development powers and perform duties on behalf of the municipality.

**BACKGROUND**

The subject parcel is located at 5001 54 Street and is zoned Medium Residential District (R3). The applicant is seeking approval for an Emergency Shelter (all inclusive) for temporary residential accommodation use. The shelter will have 4 bedrooms, 1 bedroom suite, family room and storage area and will allow for approximately 15 clients (over the age of 18) with the possibility of having 2 children in each room. There will be a minimum of 1 or two employees working on-site and this may increase as needed.

This application requires Council approval for:

Discretionary Use – Emergency Shelter

Emergency Shelters in the Medium Density Residential District (R3). The application meets the following regulations as set out in the Land Use Bylaw:

Minimum Setbacks	Required	Provided
Front Yard	6m	6m
Side Yard	3m	62.29m, 20m
Rear Yard	9m	17.28m
Building Height (Apartment)	13.5m	9.1m
Parking stalls	Not specified	10

Administration believes that the proposed use will not negatively affect adjacent properties of land or generate a noticeable change in traffic volume to the site and recommends approval of the draft Development Permit 24-044 as presented.



**FINANCIAL CONSIDERATIONS**   ☐ Operating   ☐ Capital   ☒ Not Applicable

Details:

**KEY MESSAGES**

The Town of Olds has been working with the Mountain View Emergency Shelter Society on this proposal for an Emergency Shelter at this location for several years.

As a discretionary use, Administration does not have the ability to approve this application and Council is the development authority.

**ATTACHMENTS**

1. Site Context/Aerial Imagery
2. Floorplan
3. Medium Density Residential District (R3) excerpt from Land Use Bylaw
4. Draft Development Permit 24-044

Approved By: Kyle Sloan	Date: March 20, 2024
CAO Review: Brent Williams	Date: March 22/24

5001 554 Street



Legend

- Town Boundary
- Hwy 2A Symbol
- Hwy 2A
- Hwy 27 Symbol
- Hwy 27
- Railway
- Road Labels
- Title Linework
- Parcels

Notes

© Town of Olds

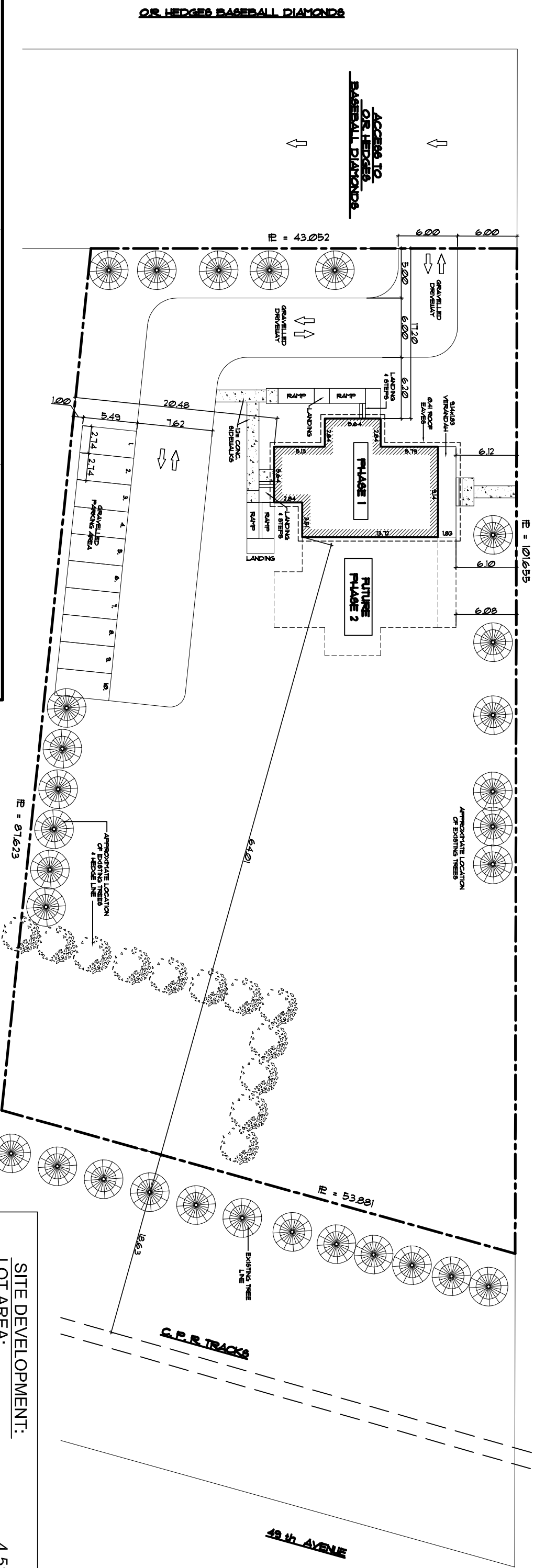
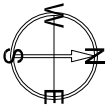


WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
© OpenStreetMap contributors

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.


THIS MAP IS NOT TO BE USED FOR NAVIGATION

24th STREET



OR HEDGES BASEBALL DIAMONDS

ACCESS TO  
OR HEDGES  
BASEBALL DIAMONDS

**JORDERDESIGN INC.**  
Architectural Design & Drafting  
P.O. Box 1973 Disbury, Ab. T0M 0W0  
Tel: 403.807.6256 Email: jorde@jesuplane.net

Single Family Residences / Multi Family Projects  
Renovations & Additions / Shops & Outbuildings  
Commercial Buildings / Tenant Improvements

CLIENT:  
MOUNTAIN VIEW  
EMERGENCY SHELTER  
SOCIETY

PROJECT:  
SHELTER RES. - PHASE 1  
--  
OLDS, ALBERTA

DRAWING:  
SITE PLAN

SCALE: AS NOTED

DRAWN: N J

JOB NO:  
**22-103**

**SITE PLAN**

SCALE: 1:400

SITE DEVELOPMENT:	
LOT AREA:	4,514.46 sq.m.
PHASE 1 RES:	157.5 sq.m.
FUTURE PHASE 2 RES:	157.5 sq.m.
PHASE 1 VERANDAH:	16.72 sq.m.
FUTURE PHASE 2 VERANDAH:	16.72 sq.m.
PHASE 1 SIDEWALKS:	30.94 sq.m.
FUTURE PHASE 2 SIDEWALKS:	30.94 sq.m.
DRIVEWAY & PARKING AREA:	637.15 sq.m.
FUTURE DET. GARAGE:	53.51 sq.m.
TOTAL SITE COVER, PH 1 & PH 2:	1,100.98 sq.m.
	= 24.38 %



- FINISH SCHEDULE
- 1

ASPHALT SHINGLES  
AS PER SPEC.
- 2

6" PRE-FINISHED ALUMINUM  
FASCIA / ALUM. RAINWARE.
- 3

ENGINEERED WOOD SIDING c/w 3 1/2"  
SMART BOARD CORNER TRIMS.
- 4

PAINTED WINDOW / DOOR TRIMS:  
3 1/2" SMART BOARD TO TOP & SIDES  
5 1/2" SMART BOARD TO SILLS
- 5

5 1/2" PAINTED SMART BOARD  
TRIM
- 6

8"x8" TIMBER DECK POSTS  
PAINT OR STAIN FINISH.
- 7

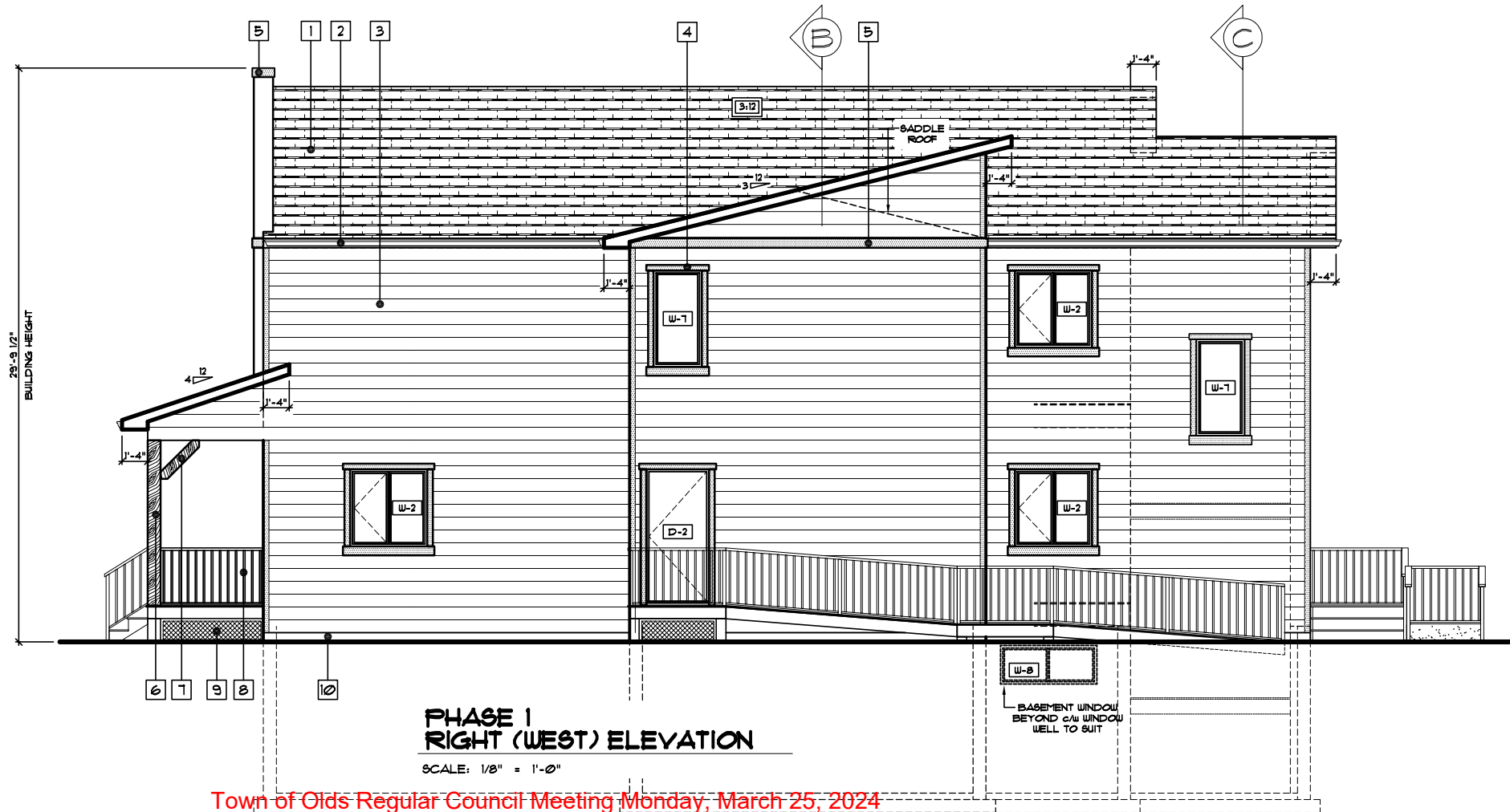
DECORATIVE TIMBER BRACKETS - TO  
FINISH TO MATCH TIMBER POSTS.
- 8

POWDER COATED METAL  
RAILINGS AS PER SPEC.
- 9

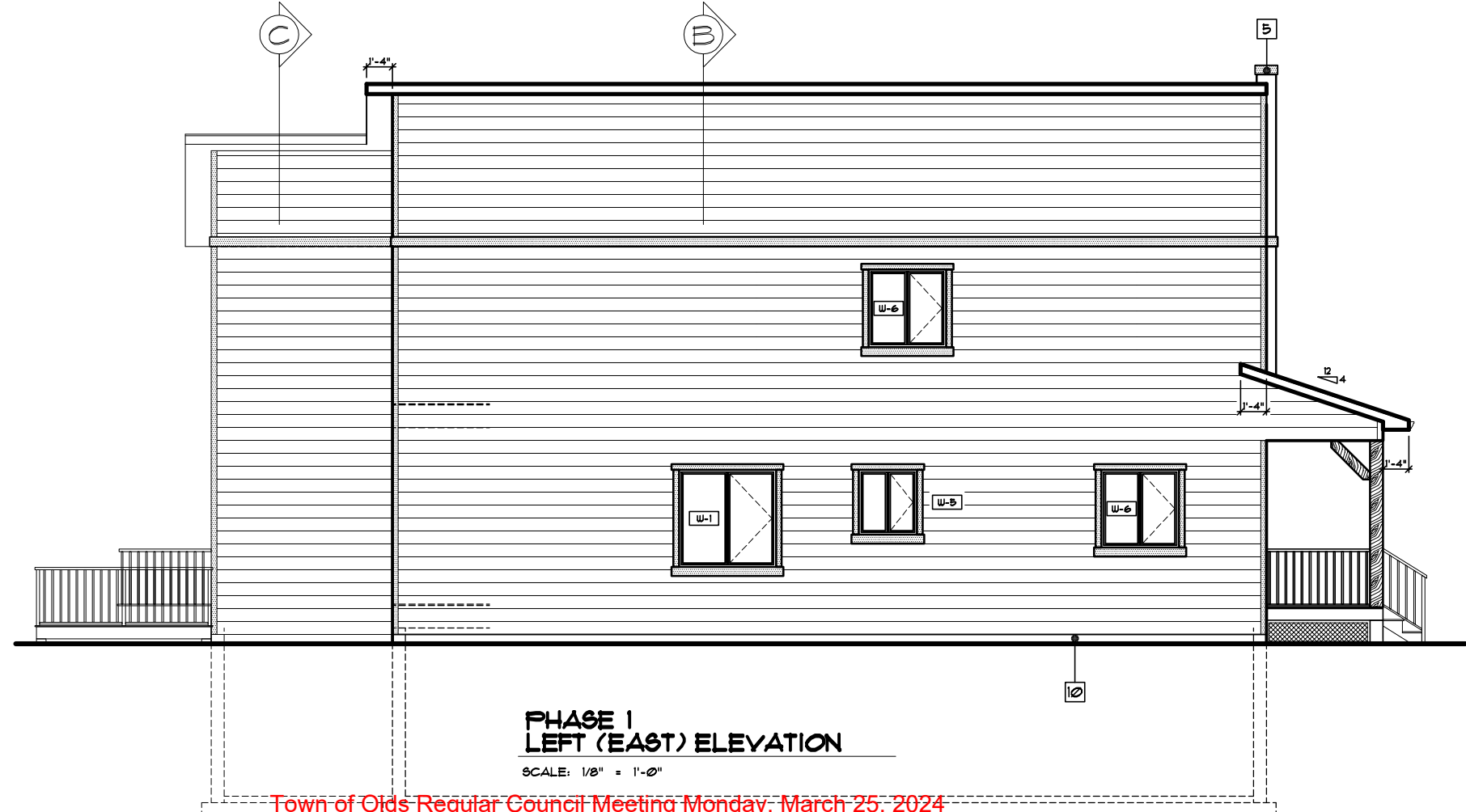
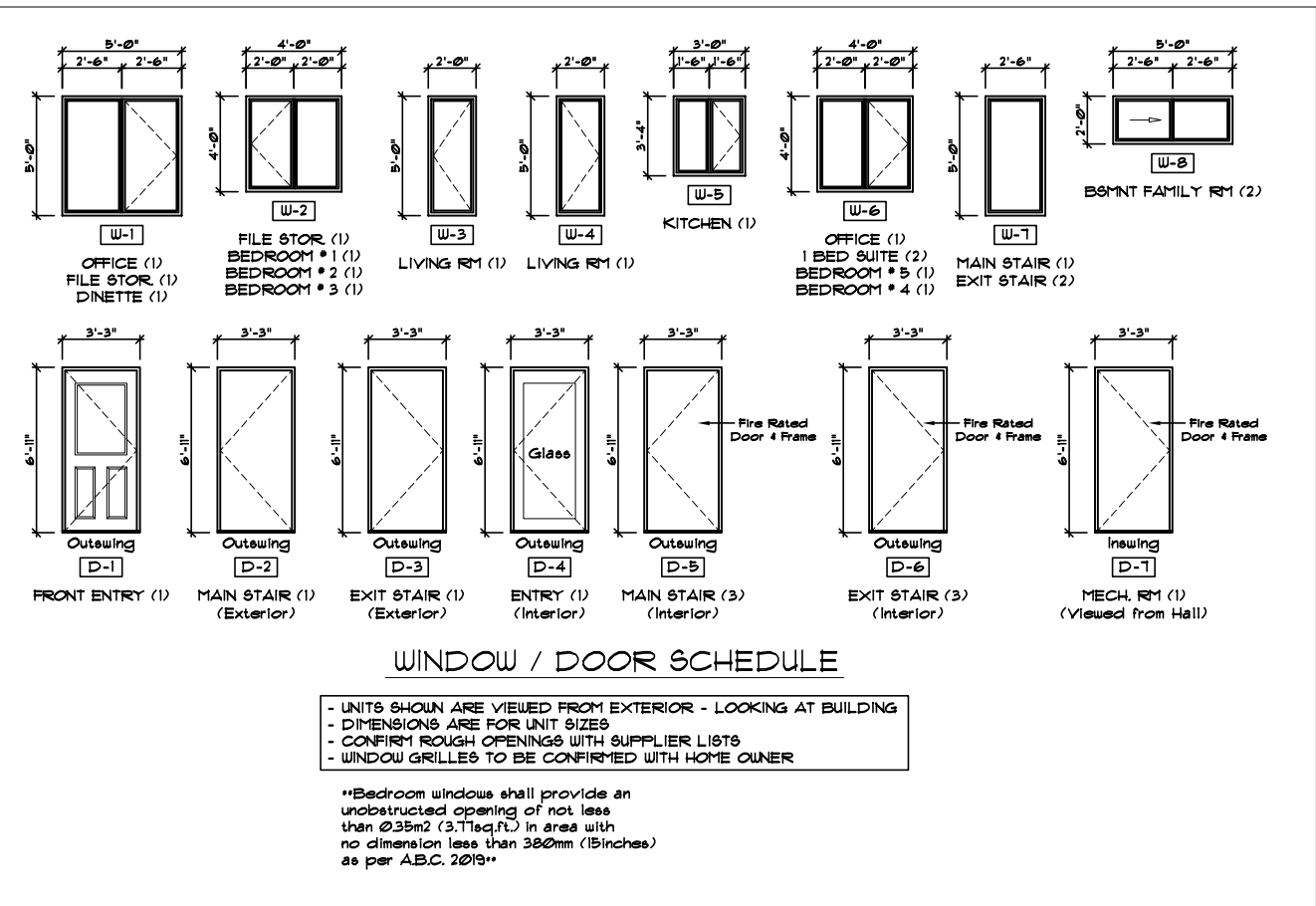
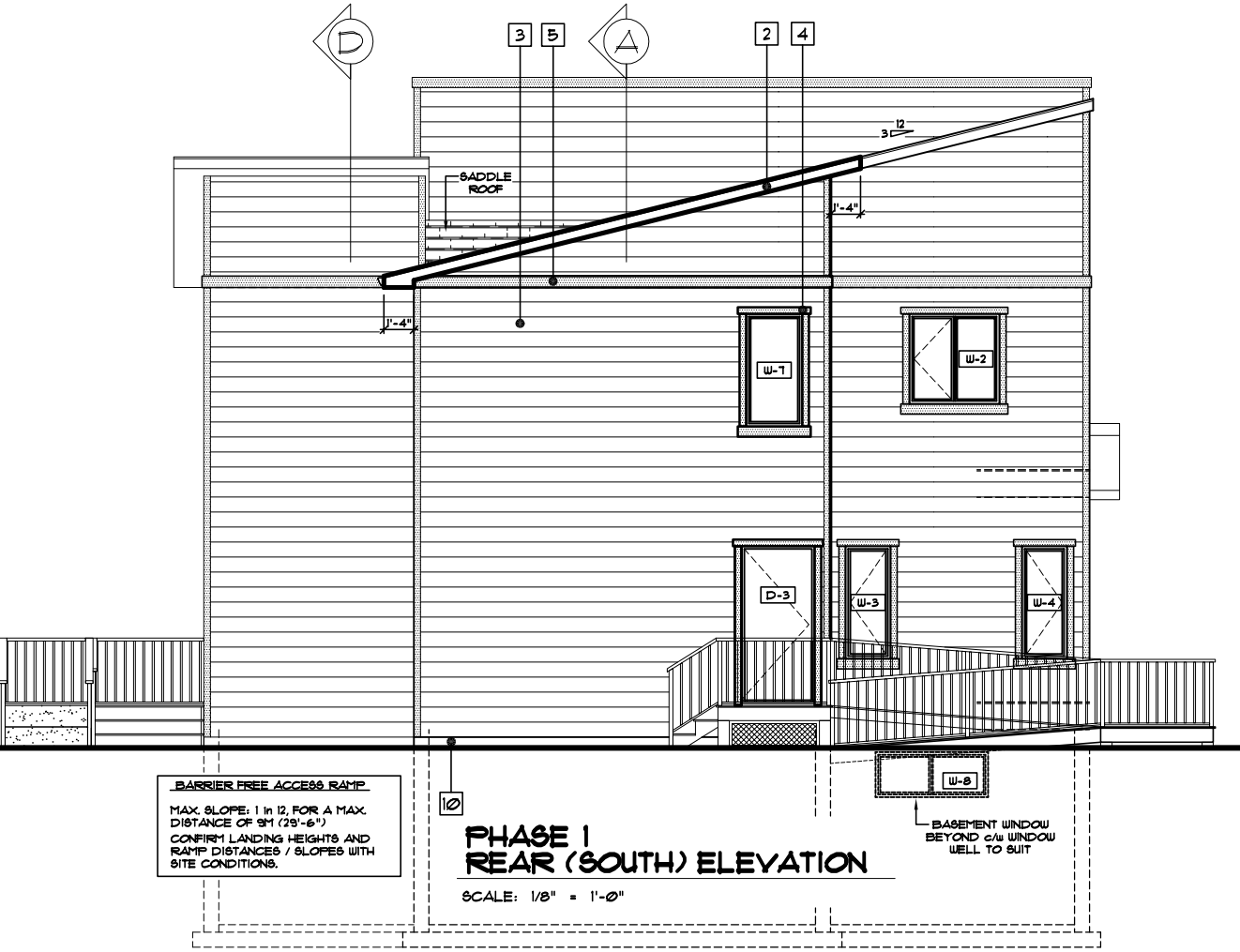
LATTICE PANELS c/w PAINTED MDO  
PLYWOOD BACKING.
- 10

FAIRING FINISH TO EXPOSED  
FOUNDATION WALLS
- 11

PROJECT SIGN - SIZE & MATERIALS  
TO BE CONFIRMED.



DATE:	RELEASE:
03/01/23	Revised concept issued for review & comments
06/04/23	Final #2 - issued for review & pricing
06/20/23	Final #2 - Revised as per safety codes review
09/24/23	Revised concept issued for review and comments
10/06/23	Final #3 - issued for review & pricing
<div><div>JordetDesignInc.</div><div>Architectural Design &amp; Drafting</div><div>P.O. Box 1973 Diksbury, Ab. T0M 0W0</div><div>Tel: 403.807.6256 Email: jordet@telsuplane.net</div></div> <div>Single Family Residences / Multi Family Projects Renovations &amp; Additions / Shops &amp; Outbuildings Commercial Buildings / Tenant Improvements</div> <div>DISCREPANCIES, ERRORS OR OMISSIONS TO BE REPORTED TO THE DESIGNER PRIOR TO CONST. THIS DRAWING, AND ITS CONTENTS, ARE PROTECTED BY COPYRIGHT AND SHALL NOT BE REPRODUCED, IN WHOLE OR IN PART, WITHOUT THE EXPRESS WRITTEN PERMISSION OF THE DESIGNER - DO NOT SCALE THESE DRAWINGS.</div> <div>CLIENT: MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY</div> <div>PROJECT: SHELTER RES.- PHASE 1  OLDS, AB.</div> <div>DRAWING: FRONT ELEVATION, REAR ELEVATION</div> <div>SCALE: AS NOTED</div> <div>DRAWN: N J</div> <div>JOB NO: 22-103</div> <div>PAGE: 2 OF 15</div>	



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JORDETDesignInc.

Architectural Design & Drafting

P.O. Box 1973 Didsbury, Ab. T0M 0W0

Tel: 403.807.6256 Email: jordet@telsuplane.net

Single Family Residences / Multi Family Projects  
Renovations & Additions / Shops & Outbuildings  
Commercial Buildings / Tenant Improvements

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CLIENT:  
MOUNTAIN VIEW  
EMERGENCY SHELTER  
SOCIETY

PROJECT:  
SHELTER RES.- PHASE 1  
-  
OLDS, AB.

DRAWING:  
REAR ELEVATION,  
LEFT ELEVATION,  
WINDOW SCHEDULE

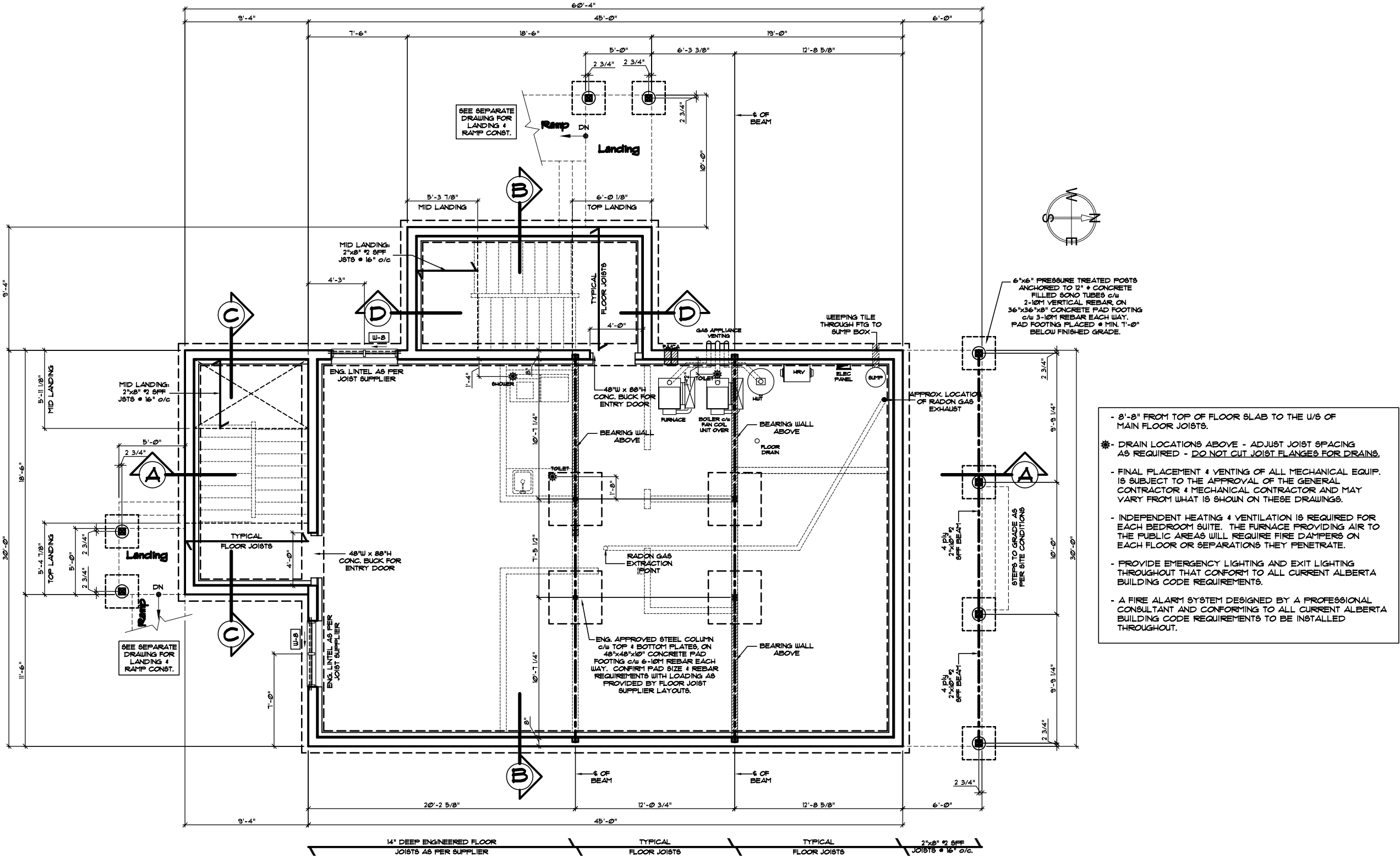
SCALE:  
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DRAWN:  
N J

JOB NO:  
22-103

PAGE:  
3 OF 15


Town of Olds Regular Council Meeting Monday, March 25, 2024

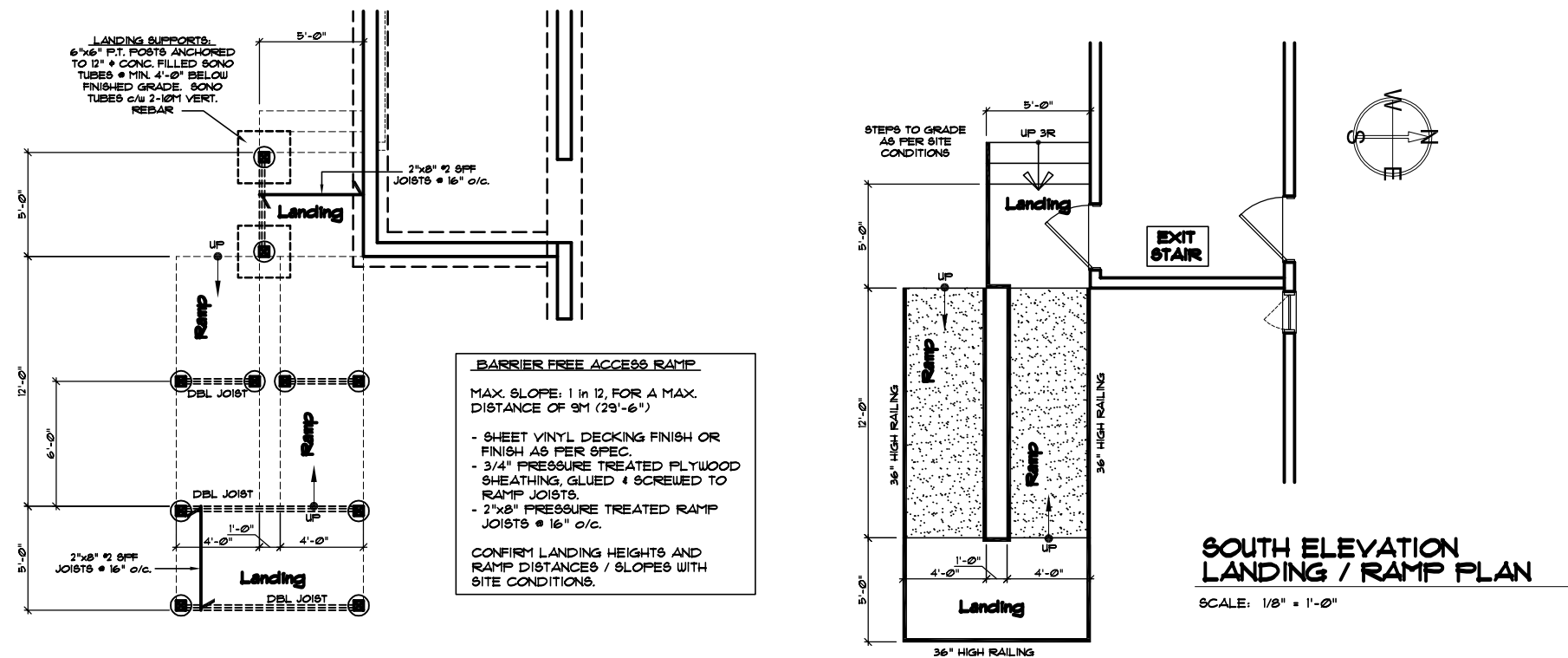
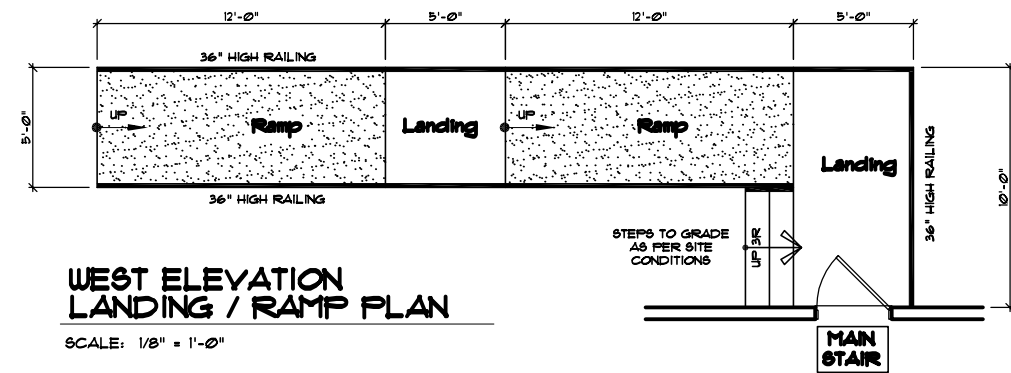
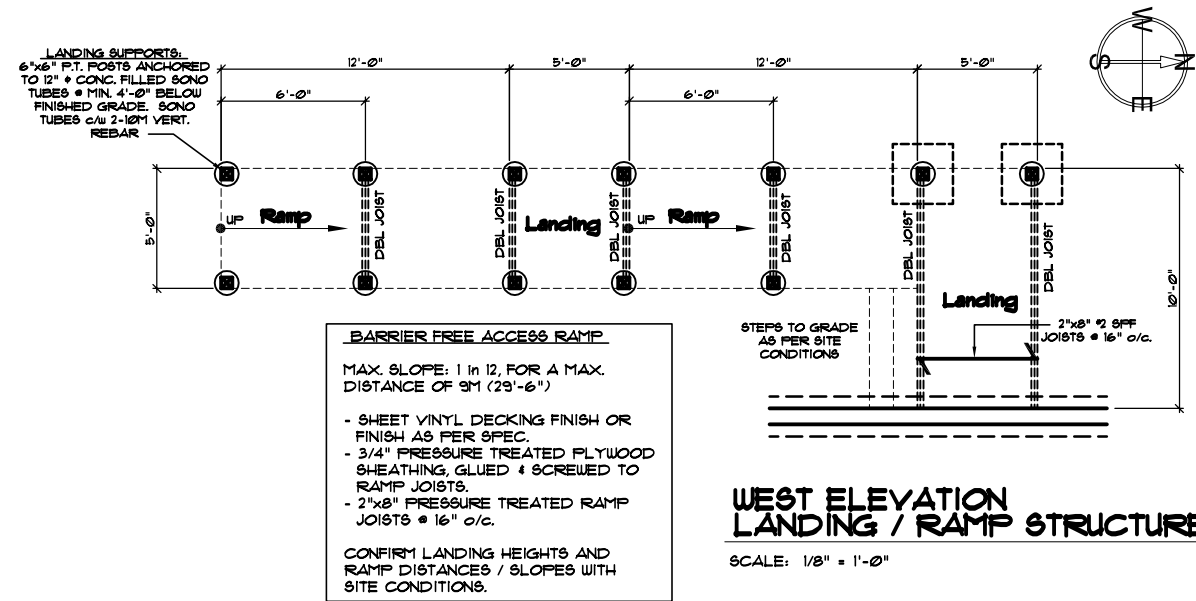


PHASE 1  
FOUNDATION PLAN

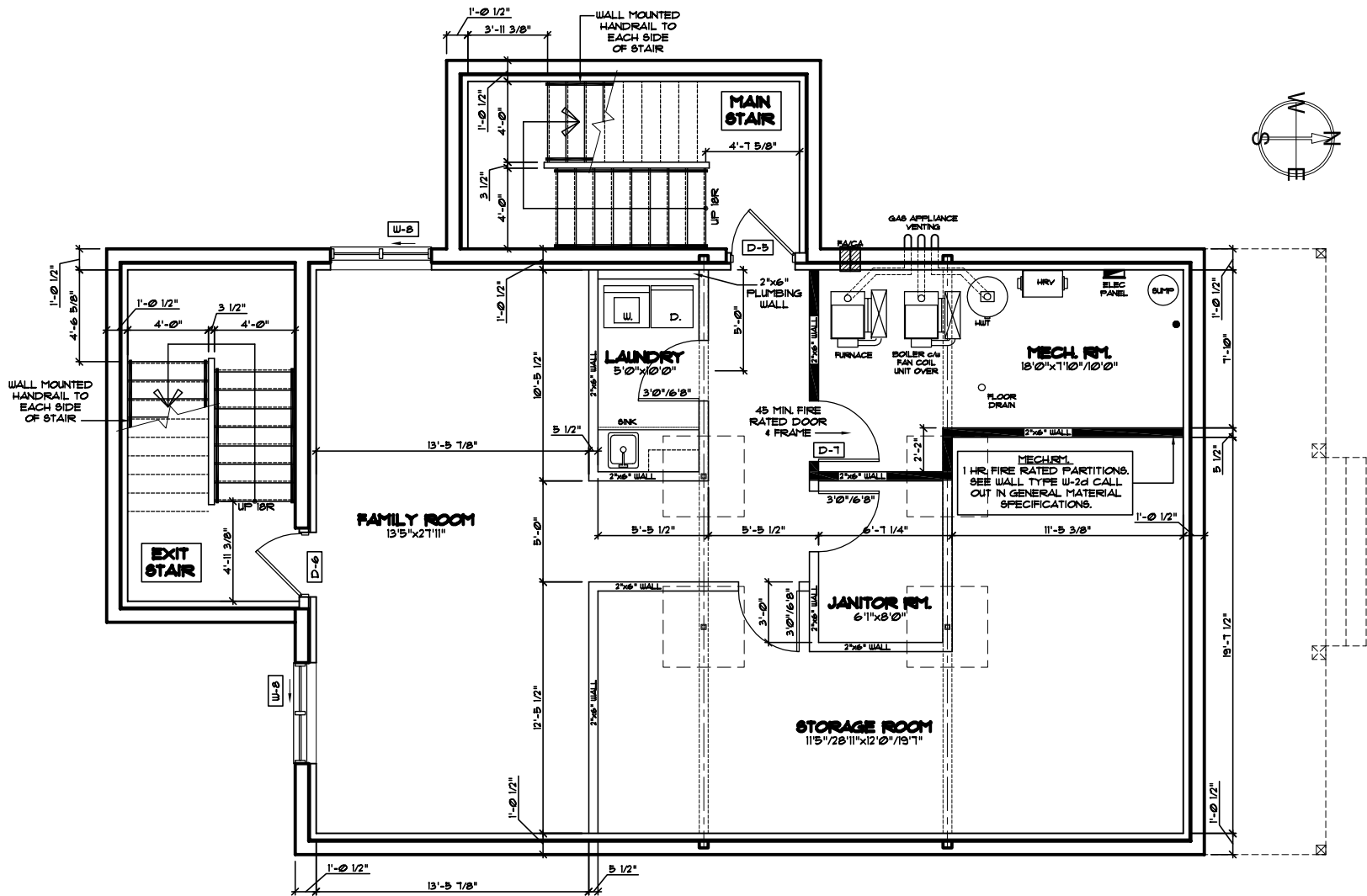
SCALE: 1/8" = 1'-0"

Slab Area: 1,555 sq.ft.

DATE:	RELEASE:
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CLIENT:	MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY
PROJECT:	SHELTER RES.- PHASE 1  OLDS, AB.
DRAWING:	FOUNDATION PLAN
SCALE:	AS NOTED
DRAWN:	N J
JOB NO:	22-103
PAGE:	4 OF 15



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**PHASE 1  
BASEMENT PLAN @ 1040 sq.ft.**  
SCALE: 1/8" = 1'-0"

Areas Not Included :

Mech. / Jan. Rm. : 217 sq.ft.

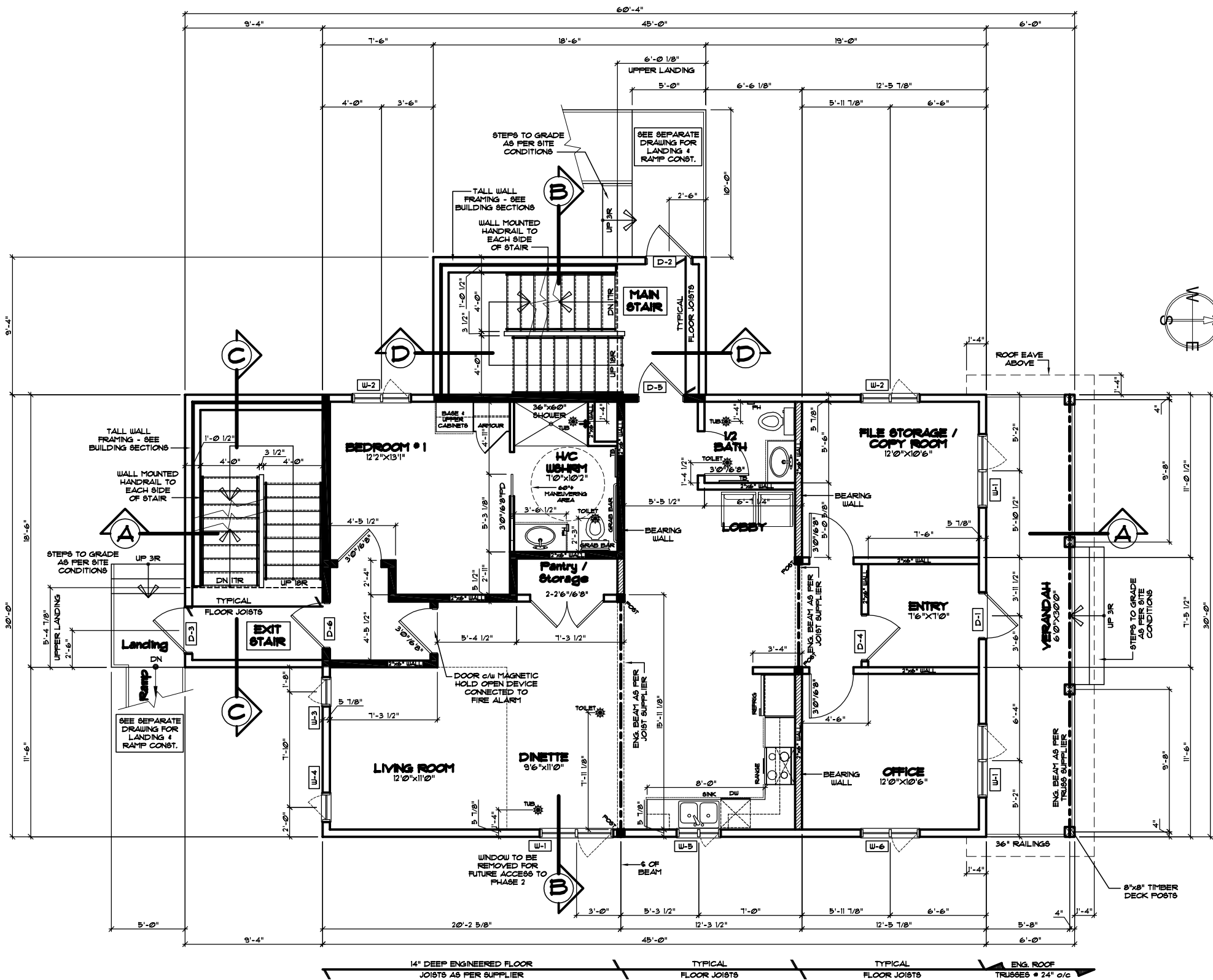
Main Stair : 149 sq.ft.

Exit Stair : 149 sq.ft.

- 8'-8" FROM TOP OF FLOOR SLAB TO THE U/S OF MAIN FLOOR JOISTS.
  - FINAL PLACEMENT & VENTING OF ALL MECHANICAL EQUIP. IS SUBJECT TO THE APPROVAL OF THE GENERAL CONTRACTOR & MECHANICAL CONTRACTOR AND MAY VARY FROM WHAT IS SHOWN ON THESE DRAWINGS.
  - INDEPENDENT HEATING & VENTILATION IS REQUIRED FOR EACH BEDROOM SUITE. THE FURNACE PROVIDING AIR TO THE PUBLIC AREAS WILL REQUIRE FIRE DAMPERS ON EACH FLOOR OR SEPARATIONS THEY PENETRATE.
  - PROVIDE EMERGENCY LIGHTING AND EXIT LIGHTING THROUGHOUT THAT CONFORM TO ALL CURRENT ALBERTA BUILDING CODE REQUIREMENTS.
  - A FIRE ALARM SYSTEM DESIGNED BY A PROFESSIONAL CONSULTANT AND CONFORMING TO ALL CURRENT ALBERTA BUILDING CODE REQUIREMENTS TO BE INSTALLED THROUGHOUT.
- NOTES:**
- FIRE RATED PARTITIONS - SEE GENERAL MATERIAL SPECIFICATION FOR COMPONENTS.
  - ALL INTERIOR DOORS (EXCEPT MECHANICAL RM DOOR) TO BE SOLID CORE WOOD SLABS c/w METAL FRAMES.
  - DOORS AND FRAMES FOR ALL FIRE RATED PARTITIONS (EXCEPT MECHANICAL RM DOOR) TO BE LABELED FOR 20 MIN. FIRE RATING.
  - MECHANICAL ROOM DOOR TO BE METAL DOOR SLAB c/w METAL FRAME AND BE LABELED FOR 45 MIN. FIRE RATING.

DATE:	RELEASE:
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CLIENT: <b>MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY</b>	
PROJECT: <b>SHELTER RES.- PHASE 1</b>  - OLDS, AB.	
DRAWING: <b>BASEMENT PLAN</b>	
SCALE:	AS NOTED
DRAWN:	N J
JOB NO:	<b>22-103</b>
PAGE:	<b>6</b> OF <b>15</b>



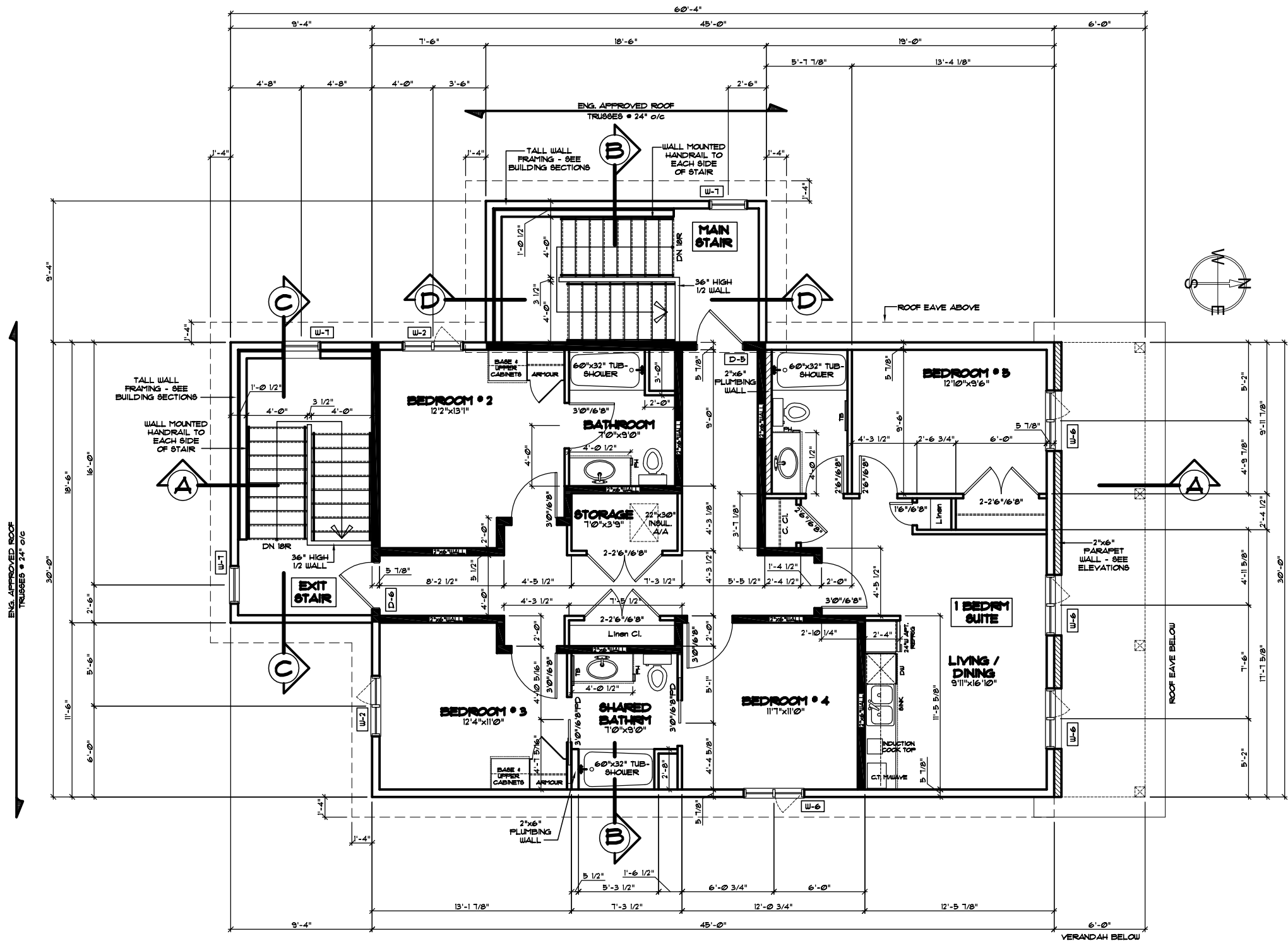


- 9'-1" FROM TOP OF MAIN SUBFLOOR TO THE U/S OF UPPER FLOOR JOISTS.
- DRAIN LOCATIONS ABOVE - ADJUST JOIST SPACING AS REQUIRED - DO NOT CUT JOIST FLANGES FOR DRAIN.
- INDEPENDENT HEATING & VENTILATION IS REQUIRED FOR EACH BEDROOM SUITE. THE FURNACE PROVIDING AIR TO THE PUBLIC AREAS WILL REQUIRE FIRE DAMPERS ON EACH FLOOR OR SEPARATIONS THEY PENETRATE.
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- MECHANICAL ROOM DOOR TO BE METAL DOOR SLAB c/w METAL FRAME AND BE LABELED FOR 45 MIN. FIRE RATING.

PHASE I  
MAIN FLOOR PLAN @ 1,695 sq.ft.  
SCALE: 1/8" = 1'-0"

Area Includes:  
Main Stair @ 173 sq.ft.  
Exit Stair @ 173 sq.ft.

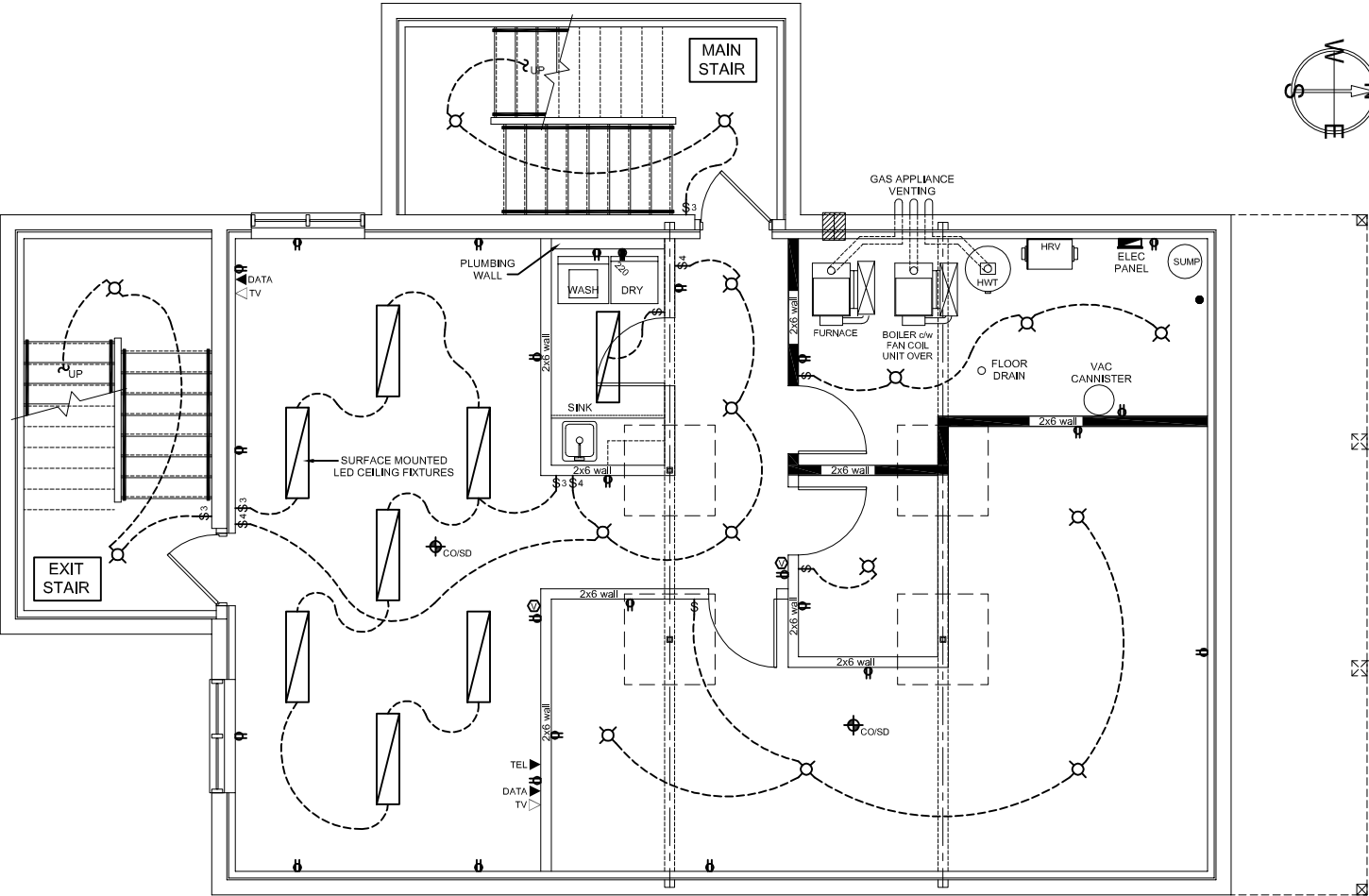
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CLIENT: MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY	
PROJECT: SHELTER RES.- PHASE 1  - OLDS, AB.	
DRAWING: MAIN FLOOR PLAN	
SCALE:	AS NOTED
DRAWN:	N J
JOB NO:	22-103
PAGE:	7 OF 15



PHASE 1  
UPPER FLOOR PLAN • 1,695 sq.ft.  
SCALE: 1/8" = 1'-0"  
Area Includes:  
Main Stair • 173 sq.ft.  
Exit Stair • 173 sq.ft.

- 8'-1" FROM TOP OF UPPER SUBFLOOR TO THE U/S OF ROOF TRUSSES.
- INDEPENDENT HEATING & VENTILATION IS REQUIRED FOR EACH BEDROOM SUITE. THE FURNACE PROVIDING AIR TO THE PUBLIC AREAS WILL REQUIRE FIRE DAMPERS ON EACH FLOOR OR SEPARATIONS THEY PENETRATE.
- INDEPENDENT HEATING & VENTILATION IS REQUIRED FOR EACH BEDROOM SUITE. THE FURNACE PROVIDING AIR TO THE PUBLIC AREAS WILL REQUIRE FIRE DAMPERS ON EACH FLOOR OR SEPARATIONS THEY PENETRATE.
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- A FIRE ALARM SYSTEM DESIGNED BY A PROFESSIONAL CONSULTANT AND CONFORMING TO ALL CURRENT ALBERTA BUILDING CODE REQUIREMENTS TO BE INSTALLED THROUGHOUT.
- FIRE RATED PARTITIONS - SEE GENERAL MATERIAL SPECIFICATION FOR COMPONENTS.
- ALL INTERIOR DOORS (EXCEPT MECHANICAL RM DOOR) TO BE SOLID CORE WOOD SLABS c/w METAL FRAMES.
- DOORS AND FRAMES FOR ALL FIRE RATED PARTITIONS (EXCEPT MECHANICAL RM DOOR) TO BE LABELED FOR 20 MIN. FIRE RATING.
- MECHANICAL ROOM DOOR TO BE METAL DOOR SLAB c/w METAL FRAME AND BE LABELED FOR 45 MIN. FIRE RATING.

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DRAWING: UPPER FLOOR PLAN	
SCALE:	AS NOTED
DRAWN:	N J
JOB NO:	22-103
PAGE:	8 OF 15



ELECTRICAL LEGEND	
	DUPLEX RECEPTACLE
	SPLIT CIRCUIT OUTLET
	GROUND FAULT INTERCEPTOR
	WEATHER PROOF RECEP.
	220 V OUTLET
	CEILING LIGHT
	LOW VOLTAGE LIGHT
	2 LAMP FLUOR. FIXTURE
	CLNG FAN / LIGHT
	WALL MOUNT LIGHT
	LIGHT c/w PULL CHAIN SWITCH
	RECESSED POT LAMP
	TRACK LIGHT
	SUSPENDED PENDANT LIGHTS
	WALL SWITCH
	3 WAY WALL SWITCH
	4 WAY WALL SWITCH
	TELEPHONE OUTLET
	CABLE TELEVISION OUTLET
	ROUGH-IN VAC-U-FLO OUTLET
	SMOKE DETECTOR
	CEILING EXHAUST FAN
	THERMOSTAT
	DOORBELL

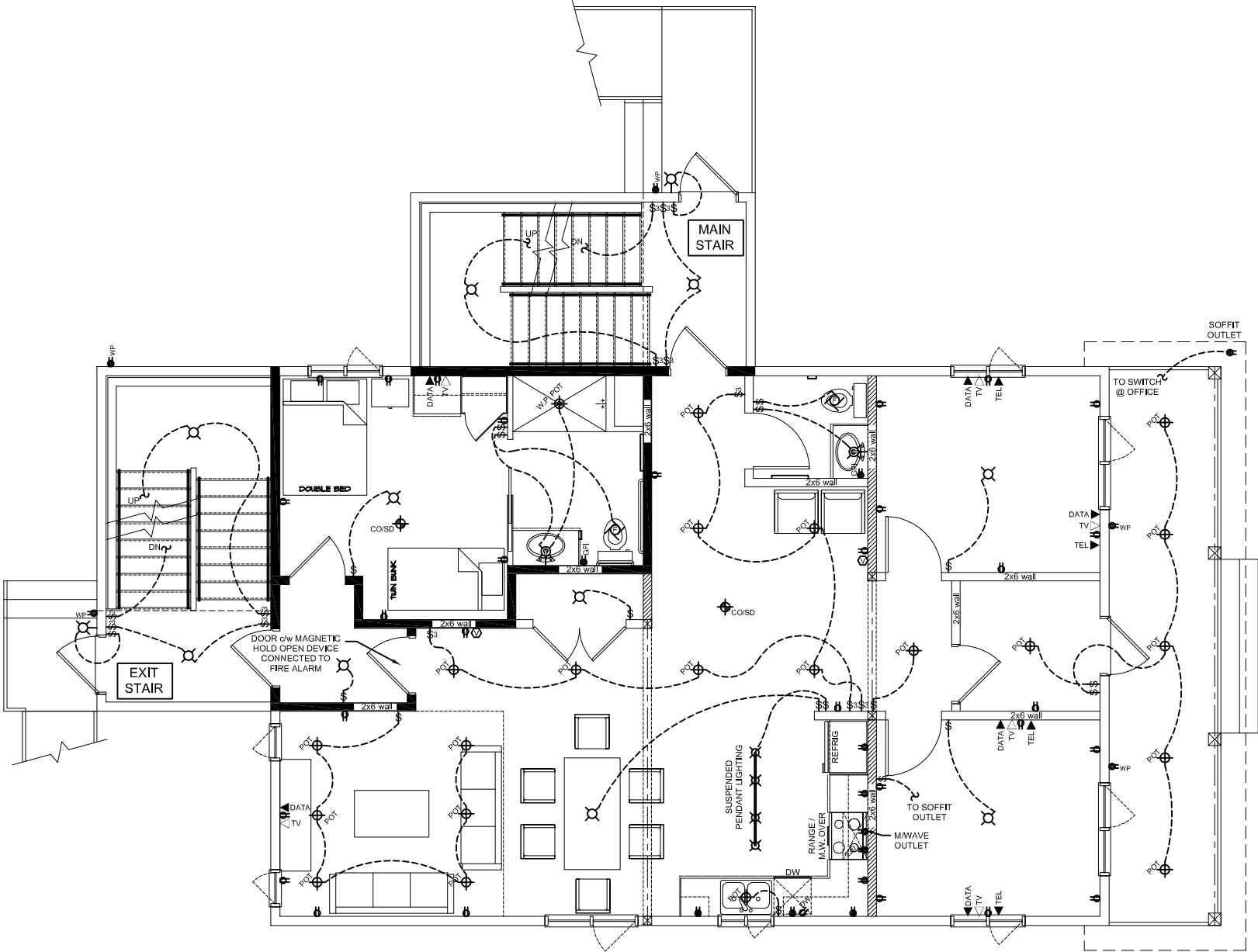
ELECTRICAL NOTE:  
OUTLET, SWITCH, AND LIGHT LOCATIONS SHOWN ON THIS PLAN ARE FOR REFERENCE ONLY AND ARE TO BE CONFIRMED WITH HOME OWNER AND ELECTRICAL CONTRACTOR - ON SITE - PRIOR TO ROUGH-INS.

PHASE 1  
BASEMENT ELEC. PLAN

SCALE: 1/8" = 1'-0"

- 8'-8" FROM TOP OF FLOOR SLAB TO THE U/S OF MAIN FLOOR JOISTS.
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- **1-2x6 WALL** - FIRE RATED PARTITIONS - SEE GENERAL MATERIAL SPECIFICATION FOR COMPONENTS.
- ALL INTERIOR DOORS (EXCEPT MECHANICAL RM DOOR) TO BE SOLID CORE WOOD SLABS c/w METAL FRAMES.
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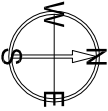
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DRAWING:	BASEMENT ELEC PLAN
SCALE:	AS NOTED
DRAWN:	N J
JOB NO:	22-103
PAGE:	9 OF 15



PHASE 1  
MAIN FLOOR ELEC. PLAN

SCALE: 1/8" = 1'-0"

- 9'-1" FROM TOP OF MAIN SUBFLOOR TO THE U/S OF UPPER FLOOR JOISTS.
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ELECTRICAL LEGEND	
	DUPLEX RECEPTACLE
	SPLIT CIRCUIT OUTLET
	GROUND FAULT INTERCEPTOR
	WEATHER PROOF RECEPT.
	220 V OUTLET
	CEILING LIGHT
	LOW VOLTAGE LIGHT
	2 LAMP FLUOR. FIXTURE
	CLNG FAN / LIGHT
	WALL MOUNT LIGHT
	LIGHT c/w PULL CHAIN SWITCH
	RECESSED POT LAMP
	TRACK LIGHT
	SUSPENDED PENDANT LIGHTS
	WALL SWITCH
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	TELEPHONE OUTLET
	CABLE TELEVISION OUTLET
	ROUGH-IN VAC-U-FLO OUTLET
	SMOKE DETECTOR
	CEILING EXHAUST FAN
	THERMOSTAT
	DOORBELL

ELECTRICAL NOTE:  
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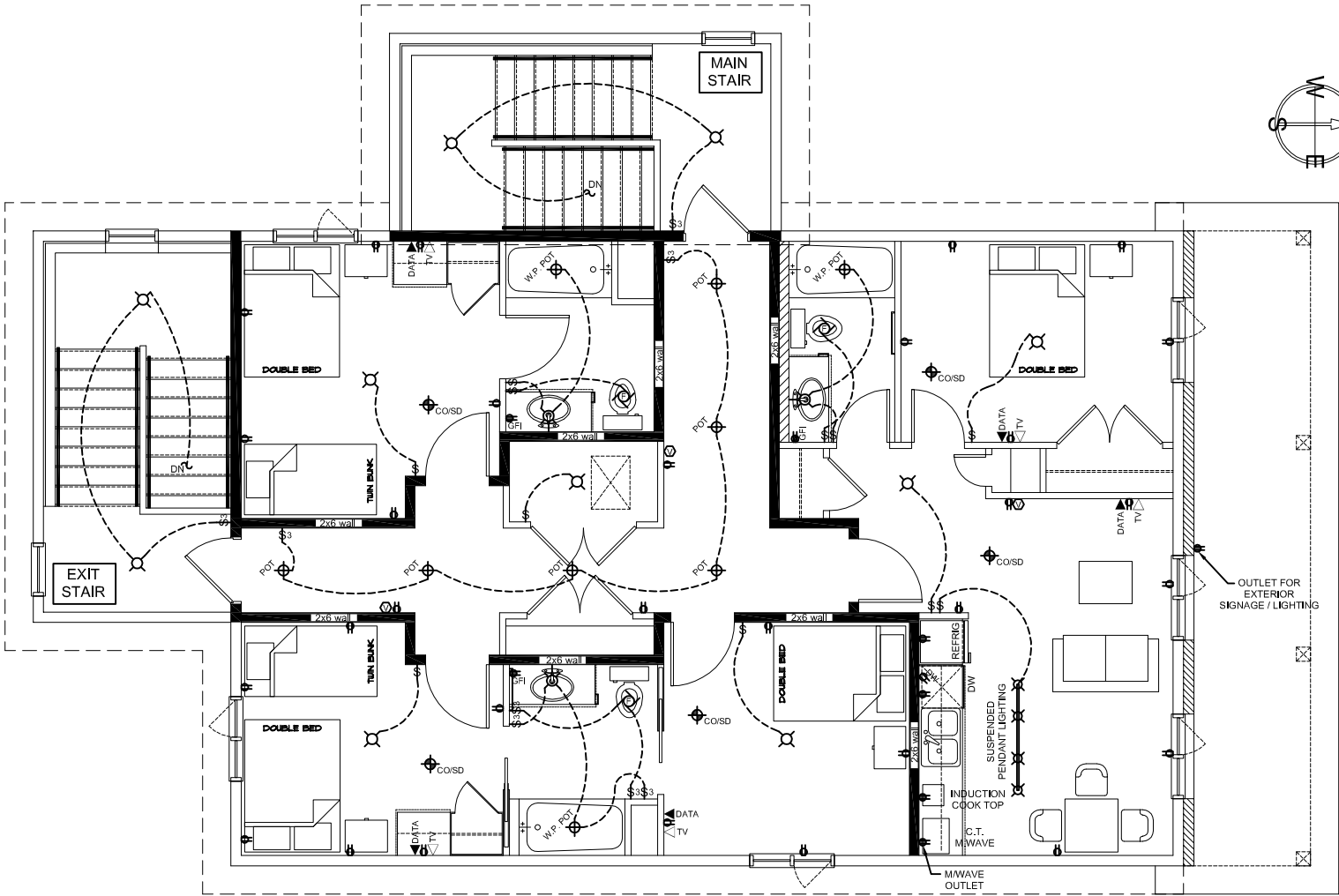
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CLIENT:	MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY
PROJECT:	SHELTER RES.- PHASE 1  - OLDS, AB.
DRAWING:	MAIN FLOOR ELEC PLAN

SCALE:	AS NOTED
DRAWN:	N J
JOB NO:	22-103
PAGE:	10 OF 15





ELECTRICAL LEGEND	
	DUPLEX RECEPTACLE
	SPLIT CIRCUIT OUTLET
	GROUND FAULT INTERCEPTOR
	WEATHER PROOF RECEP.
	220 V OUTLET
	CEILING LIGHT
	LOW VOLTAGE LIGHT
	2 LAMP FLUOR. FIXTURE
	CLNG FAN / LIGHT
	WALL MOUNT LIGHT
	LIGHT c/w PULL CHAIN SWITCH
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	SUSPENDED PENDANT LIGHTS
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	3 WAY WALL SWITCH
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PHASE 1  
UPPER FLOOR ELEC. PLAN  
SCALE: 1/8" = 1'-0"

- 8'-1" FROM TOP OF UPPER SUBFLOOR TO THE U/S OF ROOF TRUSSES.
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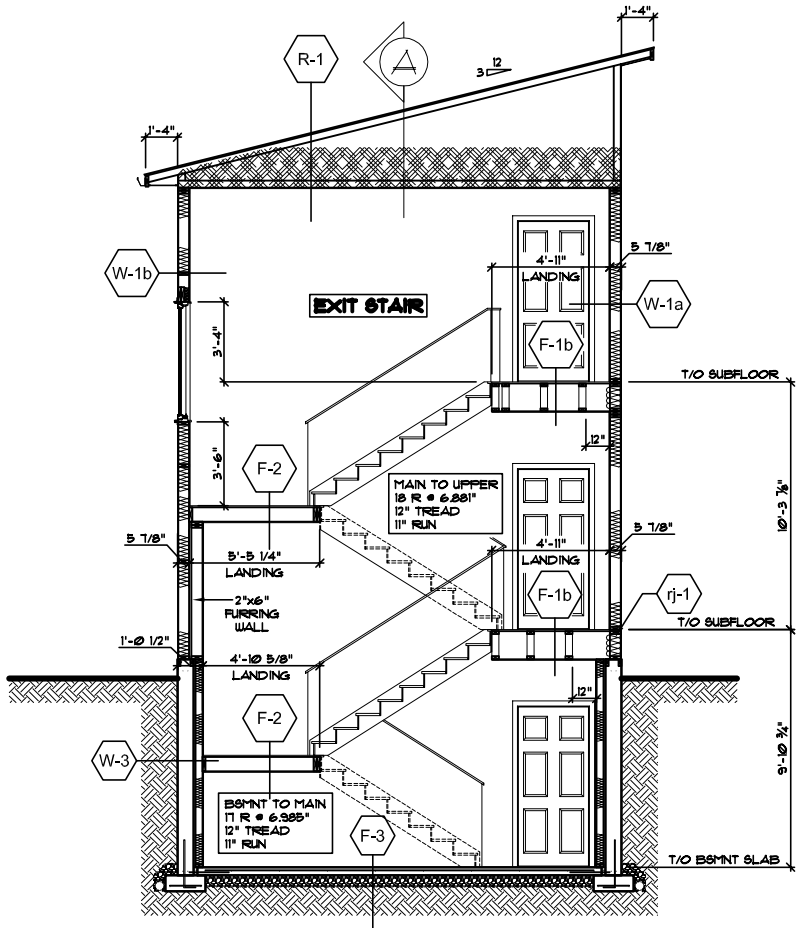
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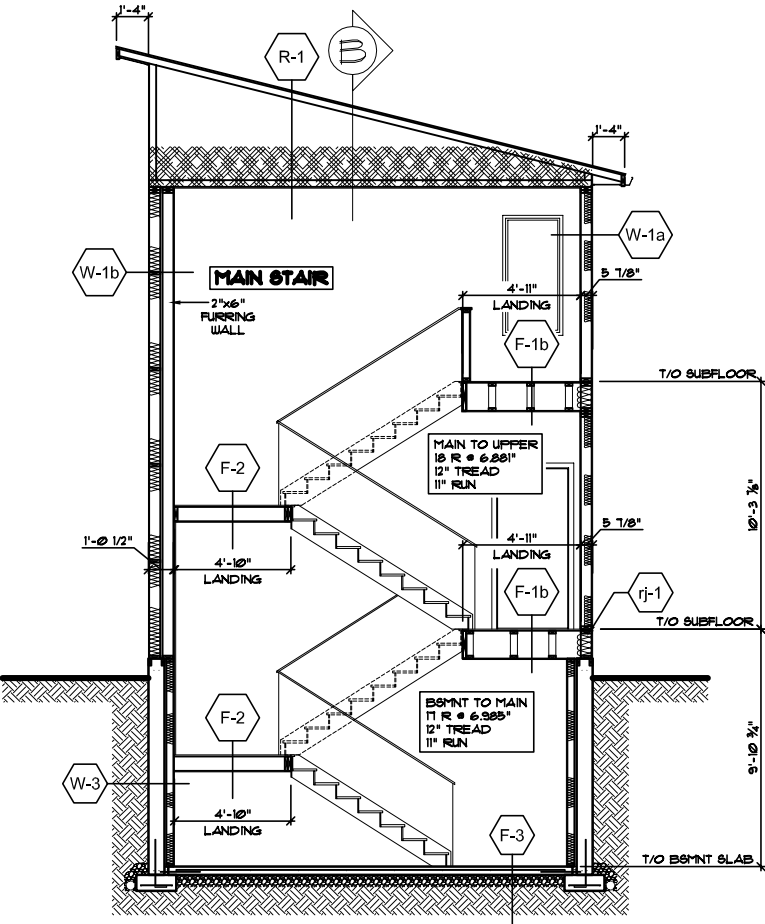
CLIENT:	MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY
PROJECT:	SHELTER RES.- PHASE 1 - OLDS, AB.
DRAWING:	UPPER FLR ELEC PLAN

SCALE:	AS NOTED
DRAWN:	N J
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PAGE:	11 OF 15



BUILDING SECTION "C"

SCALE: 1/8" = 1'-0"



BUILDING SECTION "D"

SCALE: 1/8" = 1'-0"

GENERAL MATERIAL SPECIFICATIONS

- R-1 HOUSE ROOF AND CEILINGS:**

  - ASPHALT SHINGLES AS PER SPEC (LOW SLOPE APPLICATION).
  - SELF ADHESIVE MODIFIED BITUMINOUS MEMBRANE (PEEL & STICK MATERIAL) APPLIED TO ENTIRE ROOF SURFACE.
  - 7/16" OSB OR PLYWOOD SHEATHING c/w "H" CLIPS.
  - ENG. APPROVED ROOF TRUSSES @ 24" o/c.
  - MIN. R-50 LOOSE FILL OR CELLULOSE INSULATION (20" DEPTH)
  - 6 MIL POLY VAPOUR BARRIER.
  - 1/2" C.D. GYPSUM WALL BOARD - TAPED & SANDED FOR PAINT FINISH OR FINISH AS PER SPEC.
- R-2 DECK ROOF:**

  - ASPHALT SHINGLES AS PER SPEC.
  - BUILDING PAPER (OR APPROVED BUILDING WRAP).
  - 7/16" OSB OR PLYWOOD SHEATHING c/w "H" CLIPS.
  - ENG. APPROVED ROOF TRUSSES @ 24" o/c.
  - PRE-FINISHED VENTED OR UNVENTED ALUM. SOFFITS, OR SOFFIT MATERIAL AS PER SPEC.
- W-1a EXTERIOR FRAMED WALLS:**

  - ENGINEERED WOOD SIDING FINISH - OR SIDING AS PER SPEC.
  - TYVEK (OR APPROVED EQUAL) BUILDING WRAP.
  - 3/8" OSB WALL SHEATHING.
  - 2"x6" KILN DRIED SPF STUDS @ 16" o/c (2 TOP PLATES & 1 BOTTOM PLATE TO MATCH STUD WIDTH).
  - R-22 FRICTION FIT BATT INSULATION.
  - 6 MIL POLY VAPOUR BARRIER.
  - 1/2" GYPSUM WALL BOARD, TAPED & SANDED FOR PAINT FINISH AS FINISH AS PER SPEC.
- W-1b EXTERIOR TALL WALLS:**

  - ENGINEERED WOOD SIDING FINISH - OR SIDING AS PER SPEC.
  - TYVEK (OR APPROVED EQUAL) BUILDING WRAP.
  - 3/8" OSB WALL SHEATHING.
  - 2"x6" KILN DRIED SPF STUDS @ 12" o/c (2 TOP PLATES & 1 BOTTOM PLATE TO MATCH STUD WIDTH) c/w SOLID BLOCKING @ MAX. 4'-0" o/c - TO Laterally UNSUPPORTED FLOOR AREAS AT STAIR WELLS.
  - R-22 FRICTION FIT BATT INSULATION.
  - 6 MIL POLY VAPOUR BARRIER.
  - 1/2" GYPSUM WALL BOARD, TAPED & SANDED FOR PAINT FINISH AS FINISH AS PER SPEC.
- W-2a INTERIOR FIRE RATED PARTITIONS:**

A.B.C. 2019 A-9.10.3.1.B. WALL TYPE W7b  
45 MIN. F.R.R. FOR LOAD BEARING OR NON LOAD BEARING WALLS. STC 45

  - 1 LAYER OF 1/2" TYPE "X" FIREGUARD GYPSUM BOARD c/w ALL JOINTS TAPED AND SANDED FOR PAINT FINISH OR FINISH AS PER SPEC.
  - 2 ROWS OF 2"x4" KILN DRIED SPF STUDS @ 16" o/c STAGGERED ON COMMON 2"x6" TOP & BOTTOM PLATES (2 TOP & 1 BOTTOM PLATES).
  - 89mm (R-12) ROXUL MINERAL WOOL BATT INSULATION TO ONE SIDE OF STUDS.
  - 1 LAYER OF 1/2" TYPE "X" FIREGUARD GYPSUM BOARD c/w ALL JOINTS TAPED AND SANDED FOR PAINT FINISH OR FINISH AS PER SPEC.
- W-2b INTERIOR PARTITIONS:**

  - 1/2" GYPSUM WALL BOARD, TAPED & SANDED FOR PAINT FINISH OR FINISH AS PER SPEC.
  - 2"x4" OR 2"x6" KILN DRIED SPF STUDS @ 16" o/c (2 TOP PLATES & 1 BOTTOM PLATE TO MATCH STUD WIDTH).
  - 1/2" GYPSUM WALL BOARD, TAPED & SANDED FOR PAINT FINISH OR FINISH AS PER SPEC.
- W-2c MECH. RM. FIRE RATED PARTITIONS:**

A.B.C. 2019 A-9.10.3.1.B. WALL TYPE W7a  
60 MIN. F.R.R. FOR LOAD BEARING OR NON LOAD BEARING WALLS. STC 47

  - 1 LAYER OF 5/8" TYPE "X" FIREGUARD GYPSUM BOARD c/w ALL JOINTS TAPED AND SANDED FOR PAINT FINISH OR FINISH AS PER SPEC.
  - 2 ROWS OF 2"x4" KILN DRIED SPF STUDS @ 16" o/c STAGGERED ON COMMON 2"x6" TOP & BOTTOM PLATES (2 TOP & 1 BOTTOM PLATES).
  - 89mm (R-12) ROXUL MINERAL WOOL BATT INSULATION TO ONE SIDE OF STUDS.
  - 1 LAYER OF 5/8" TYPE "X" FIREGUARD GYPSUM BOARD c/w ALL JOINTS TAPED AND SANDED FOR PAINT FINISH OR FINISH AS PER SPEC.
- W-3 FOUNDATION WALLS:**

  - PARGING FINISH TO EXPOSED FOUNDATION WALLS ABOVE GRADE. SPRAY ON BITUMINOUS DAMP PROOFING TO WALLS BELOW GRADE.
  - 8" CONCRETE FOUNDATION WALL c/w 2 ROWS OF 10M CONTINUOUS REBAR TO TOP & BOTTOM. WALL TO SIT ON 20"x8" CONCRETE STRIP FOOTING c/w 2-10M REBAR & 10M REBAR @ 48" o/c TRANSVERSE. TIE WALL TO FOOTING WITH 24"x6" 10M REBAR DOWELS @ 32" o/c.
  - 1" AIR SPACE.
  - 2"x4" KILN DRIED SPF STUDS @ 24" o/c (1 TOP PLATE & 1 BOTTOM PLATE TO MATCH STUD WIDTH).
  - R-12 FRICTION FIT BATT INSULATION.
  - 6 MIL POLY VAPOUR BARRIER.
  - 1/2" GYPSUM WALL BOARD, TAPED & SANDED FOR PAINT FINISH OR FINISH AS PER SPEC - TO AREAS AS REQUIRED.
- F-1a FIRE RATED WOOD FLOORS:**

A.B.C. 2019 A-9.10.3.1.B. FLOOR TYPE F4b (SIMILAR)  
45 MIN. F.R.R. // STC 34 // IIC 33

  - FINISH FLOORING AS PER SPEC.
  - 3/4" G1S - T.&G. PLYWOOD SHEATHING, GLUED AND SCREWED TO FLOOR JOISTS.
  - 14" DEEP OPEN WEB WOOD ENGINEERED FLOOR JOISTS AS PER SUPPLIER LAYOUTS.
  - 185mm (R-28) ROXUL MINERAL WOOL BATT INSULATION TO JOIST CAVITY.
  - 2 LAYERS OF 1/2" TYPE "X" FIREGUARD GYPSUM BOARD c/w ALL JOINTS TAPED AND COATED - EXPOSED LAYER TO BE TAPED AND SANDED FOR PAINT FINISH OR FINISH AS PER SPEC.
- F-1b WOOD FLOORS:**

  - FINISH FLOORING AS PER SPEC.
  - 3/4" G1S - T.&G. PLYWOOD SHEATHING, GLUED AND SCREWED TO FLOOR JOISTS.
  - 14" DEEP OPEN WEB WOOD ENGINEERED FLOOR JOISTS AS PER SUPPLIER LAYOUTS.
  - 1/2" GYPSUM WALL BOARD, TAPED & SANDED FOR PAINT FINISH AS FINISH AS PER SPEC.
- F-2 STAIR LANDINGS:**

  - FINISH FLOORING AS PER SPEC.
  - 3/4" G1S - T.&G. PLYWOOD SHEATHING, GLUED AND SCREWED TO FLOOR JOISTS.
  - 2"x8" #2 SPF FLOOR JOISTS @ 16" o/c.
  - 1/2" GYPSUM WALL BOARD, TAPED & SANDED FOR PAINT FINISH AS FINISH AS PER SPEC.
- F-3 UNHEATED CONCRETE SLAB:**

  - MIN. 4" CONCRETE FLOOR SLAB c/w 10M REBAR GRID @ 24" o/c EACH WAY.
  - 6 MIL POLY VAPOR BARRIER.
  - 6" COMPACTED WASHED GRAVEL BASE.
  - UNDISTURBED LOADBEARING SOIL.
- F-4 EXTERIOR DECKS:**

  - WOOD DECKING AS PER SPEC.
  - 2"x8" #2 SPF DECK JOISTS @ 16" o/c.
- P-1 POST / PAD FOOTINGS:**

  - ENGINEERED STEEL COLUMNS, c/w TOP & BOTTOM PLATES, ON 48"x48"x10" CONCRETE PAD FOOTINGS. FOOTINGS c/w 6 - 10M REBAR GRID EACH WAY. CONFIRM PAD FOOTING SIZES & REBAR REQUIREMENTS WITH LOADING AS PER FLOOR JOIST SUPPLIER.
- P-2 DECK SUPPORT PILES / PADS:**

  - 6"x6" PRESSURE TREATED WOOD SUPPORT POSTS ANCHORED TO 12" dia. CONCRETE FILLED SONO TUBES c/w 2-10M VERTICAL REBAR, ON 36"x36"x8" CONCRETE PAD FOOTING c/w 3-10M REBAR EACH WAY. PAD FOOTING PLACED @ MIN. 7'-0" BELOW FINISHED GRADE.
- rj-1 RIM JOISTS:**

  - ENGINEERED WOOD SIDING FINISH - OR SIDING AS PER SPEC.
  - TYVEK (OR APPROVED EQUAL) BUILDING WRAP.
  - 3/8" OSB WALL SHEATHING.
  - 1-1/8" ENGINEERED RIM JOIST MATERIAL.
  - R-28 FRICTION FIT BATT INSULATION.
  - 6 MIL POLY VAPOUR BARRIER.

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09/24/23	Revised concept issued for review and comments
10/06/23	Final #3 - issued for review & pricing
<div><div>JordetDesignInc.</div><div>Architectural Design &amp; Drafting P.O. Box 1973 Diksbury, Ab. T0M 0W0 Tel: 403.807.6256 Email: jordet@telsuplane.net</div></div>	
Single Family Residences / Multi Family Projects Renovations & Additions / Shops & Outbuildings Commercial Buildings / Tenant Improvements	
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CLIENT: MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY	
PROJECT: SHELTER RES.- PHASE 1  - OLDS, AB.	
DRAWING: BUILDING SECTIONS, GEN. MATERIAL SPEC.	
SCALE:	AS NOTED
DRAWN:	N J
JOB NO:	22-103
PAGE:	12 OF 15

GENERAL NOTES:

- THIS DRAWING CONFORMS TO THE REQUIREMENTS OF PART 9 OF THE CURRENT A.B.C.
- ALL CONSTRUCTION MATERIALS & WORKMANSHIP TO BE IN ACCORDANCE WITH THE CURRENT EDITIONS OF THE A.B.C., PLUMBING CODE, ELECTRICAL CODE, AND ALL OTHER CODES AND BY-LAWS OF THE AUTHORITY HAVING JURISDICTION.
- ALL SPANS CONFORM TO THE CURRENT EDITION OF THE A.B.C. OF THE CANADIAN WOOD COUNCIL SPAN BOOK.
- THE CONTRACTOR, SUB-TRADES AND CONSULTANTS ARE RESPONSIBLE FOR VERIFYING THAT THEY ARE WORKING WITH THE MOST CURRENT EDITION OF THE ARCHITECTURAL DRAWINGS.
- THE CONTRACTOR AND ALL SUB-TRADES ARE RESPONSIBLE FOR THE REVIEW OF ALL DRAWINGS AND SITE CONDITIONS PRIOR TO START OF ANY WORK OR ORDERING OF MATERIALS, AND SHALL REPORT ANY PROPOSED REVISIONS, OR ANY ERRORS AND/OR DISCREPANCIES TO THE DESIGNER IMMEDIATELY.
- ALL CONCRETE TO BE PLACED ON FIRM, UNDISTURBED SOIL, FREE OF ANY LOOSE, ORGANIC OR FROSTY MATERIAL. SOIL BEARING TESTS ARE RECOMMENDED AND SHOULD BE PERFORMED PRIOR TO POURING OF CONCRETE FOOTINGS.
- CONCRETE FOOTINGS AND WALL STRENGTH - MIN. 25 MPa @ 28 DAYS. FLOOR SLABS AND SIDEWALKS - 32 MPa @ 28 DAYS.
- ALL LOAD BEARING STUDS, FLOOR JOISTS, AND BUILT-UP BEAMS TO BE MIN. #2 SPF MATERIAL OR BETTER.
- SITING OF BUILDING MUST BE VERIFIED BY A LEGAL LAND SURVEYOR PRIOR TO PLACING ANY CONCRETE, AND MUST BE IN ACCORDANCE WITH ALL LOCAL BY-LAWS AND REGULATIONS.
- ALL ROOF TRUSSES TO BE PRE-ENGINEERED AND VERIFIED BY TRUSS SUPPLIER.
- DRAWINGS ARE NOT INTENDED TO BE SCALED.
- ALL ROOF SPACES SHALL BE VENTILATED WITH SOFFIT AND ROOF VENTS AS PER THE CURRENT EDITION OF THE A.B.C.
- PROVIDE SOLID BLOCKING BETWEEN THE DOOR FRAME AND THE FRAMING AT THE HEIGHT OF THE DEADBOLT TO RESIST SPREADING BY THE WAY OF FORCE TO ALL EXTERIOR DOORS, INCLUDING BETWEEN HOUSE AND ATTACHED GARAGE.
- ALL EXTERIOR HINGED DOORS SHALL HAVE HINGES AND PINS SUCH THAT THE DOORS CANNOT BE REMOVED FROM THE OUTSIDE IN A CLOSED POSITION.
- EXTERIOR DIMENSION ON THESE PLANS ARE TO THE OUTSIDE FACE OF WALL SHEATHING OR TO THE OUTSIDE FACE OF FOUNDATION WALLS, OR TO CENTER OF OPENINGS.
- INTERIOR DIMENSIONS ON THESE PLANS ARE TO THE FACE OF FRAMING OR TO THE CENTER OF OPENINGS.
- ALL DIMENSIONS ARE TO BE CHECKED AND VERIFIED BY THE GENERAL CONTRACTOR PRIOR TO CONSTRUCTION. REPORT ANY DISCREPANCIES TO DESIGNER AS REQUIRED.
- RAINWATER LEADERS ARE NOT SHOWN ON THE ELEVATIONS OR PLANS, LOCATIONS ARE TO BE DETERMINED ON SITE BY THE CONTRACTOR.
- APPROVED SMOKE ALARMS AND CARBON MONOXIDE ALARMS ARE TO BE INSTALLED AS PER THE CURRENT EDITION OF THE A.B.C.
- STRUCTURE ON THESE ARCHITECTURAL DRAWINGS ARE GUIDELINES ONLY - REFER TO SUPPLIER LAYOUTS FOR CORRECT INFORMATION. ENGINEER DESIGNED AND APPROVED LAYOUTS SUPERCEDE THESE ARCHITECTURAL DRAWINGS.
- ALL EXTERIOR LINTELS AND ROOF SUPPORT BEAMS TO BE DESIGNED BY THE FLOOR JOIST AND ROOF TRUSS SUPPLIERS.
- ALL FLOOR SUPPORT BEAMS TO BE DESIGNED BY THE FLOOR JOIST SUPPLIER.
- CONFIRM BEARING WIDTHS FOR ALL STRUCTURAL BEAMS, LINTELS, & LVL's.
- CONFIRM ROUGH OPENINGS FOR WINDOWS AND DOORS WITH SUPPLIER LISTS PRIOR TO FRAMING.
- ALL BATHTUBS AND SHOWERS TO HAVE MOISTURE RESISTANT WALLBOARD.
- GLUE ALL BOTTOM WALL PLATES TO SUBFLOOR.
- PLACE ICE AND WEATHER SHIELD MATERIAL BETWEEN WOOD AND SURFACE WHICH MAY BE IN CONTACT WITH GRADE.
- FOOTING SIZES MAY ALTER DUE TO SITE CONDITIONS.
- UTILITIES SUBJECT TO CHANGE, LOCATIONS DEPENDENT ON SITE CONDITIONS.
- FINAL GRADES MAY ALTER EXTERIOR APPEARANCE.
- PROVIDE MIN. 4'-0" FROST COVER TO ALL FOOTINGS.
- CONFIRM PAD FOOTING SIZES AND REBAR REQUIREMENTS WITH FLOOR JOIST SUPPLIER LOADING INFORMATION AND SOIL BEARING CAPACITY OF SITE.
- VIBRATE ALL CONCRETE.
- IMMEDIATELY COVER ANY CONCRETE POURED IN CONDITIONS BELOW FREEZING.
- SPECIFICATIONS AND SCHEDULES GOVERN OVER ARCHITECTURAL DRAWINGS AND ARE TO BE REVIEWED PRIOR TO START OF CONSTRUCTION.
- DESIGNERS LIABILITY IS LIMITED TO CORRECTION OF DRAWINGS ONLY.

MECHANICAL NOTE:

- CURRENT EDITION OF THE A.B.C. DIVISION B 9.36.3 HVAC REQUIREMENTS
- EXHAUST VENTILATION IS NO LONGER ACCEPTABLE. VENTILATION AREA MUST BE DISTRIBUTED TO EACH BEDROOM AND A COMMON AREA.
  - PRINCIPAL SYSTEM - MUST RUN CONTINUOUSLY.
  - MAKE-UP AIR IS REQUIRED FOR LARGE CAPACITY EXHAUST EQUIPMENT (0.3 AIR CHANGE / HOUR) WHEN:
    - a) HOUSE HAS APPLIANCES SUBJECT TO BACK DRAFTING OR
    - b) HOUSE IS LOCATED IN AREA CLASSIFIED AS RADON AREA.
  - EXHAUST DUCTS MUST DISCHARGE TO OUTDOORS.
  - EXHAUST AND SUPPLY DUCTS MUST BE SIZED AS REQUIRED BY MANUFACTURER.
  - EXHAUST AND SUPPLY DUCTS NEED TO AIR SEALED, INSULATED, AND PROVIDED WITH VAPOR BARRIER.
  - DUCTS LOCATED OUTSIDE THE THERMAL ENCLOSURE ARE TO BE SEALED & INSULATED TO THE EXTERIOR WALL INSULATION REQUIREMENTS.
  - DAMPERS ARE INSTALLED AT AIR INLETS AND EXHAUSTS WHERE REQUIRED.
  - PIPING FOR THE HEATING OR COOLING SYSTEMS IS LOCATED WITHIN THE THERMAL ENCLOSURE OR ARE FULLY INSULATED.
  - HVAC EQUIPMENT IS TO BE LOCATED WITH THE THERMAL ENCLOSURE OR DESIGNATED TO BE INSTALLED OUTSIDE OF THE THERMAL ENCLOSURE.
  - TEMPERATURE CONTROLS ARE INSTALLED ON HEATING AND COOLING EQUIPMENT.
  - HVAC SIZED AND INSTALLED TO GOOD PRACTISES.
  - DUCT SEAMS TO BE SEALED.
  - CONTROLS MUST BE ACCURATE TO 0.5°C.

INSULATOR NOTE:

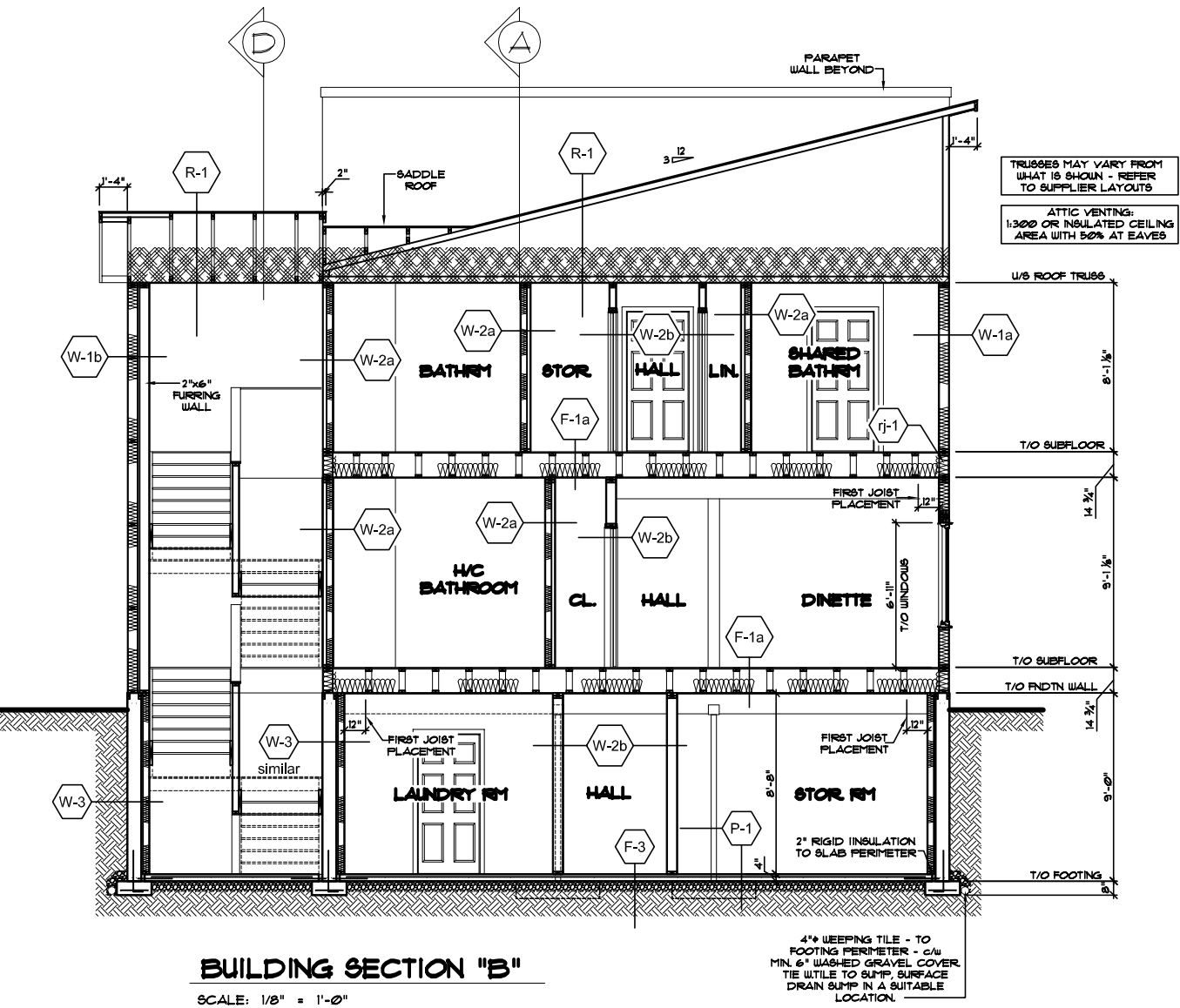
- ALL VAPOR BARRIER IS TO BE LAPPED A MIN. OF 4" AT JOINTS AND - IF POSSIBLE, OVER A SOLID MEMBER (WALL STUD / TRUSS / ETC.) WITH ACOUSTICAL CAULKING BETWEEN POLY AND STAPLED INTO THE SUPPORT MEMBERS.
- STAPLING OF THE POLY VAPOR BARRIER IS ONLY TO BE DONE OVER AND THROUGH CAULKING LOCATIONS.
- ALL PENETRATIONS THROUGH THE POLY VAPOR BARRIER ARE TO HAVE A POLYETHYLENE COLLAR APPLIED AND SEALED TO COMPONENT AND VAPOR BARRIER.
- INSTALL POLYETHYLENE PANS BEHIND ELECTRICAL BOXES IN EXTERIOR WALLS - SEALED TO WALL WITH CAULKING - TAPED AND SEALED TO ADJACENT VAPOR BARRIER.
- THOROUGHLY INSPECT VAPOR BARRIER PRIOR TO INSTALLATION OF DRYWALL AND REPAIR PUNCTURES / RIPS / AND TEARS WITH SEALING TAPE.

SPRAYFOAM - CCMC NOTE:

- MEDIUM DENSITY / TPE II / CLOSED CELL CCMC # 13244-L OR EQUIVALENT QUALIFIES AS VAPOR BARRIER (CAN/ULC-S 705.1-01) - SEE 9.25.4.2.(6)
- 9.25.2.5.(1) SPRAY APPLIED POLYURETHANE INSULATION SHALL BE INSTALLED IN ACCORDANCE WITH CAN/ULC-S705.2 "THERMAL INSULATION - SPRAY APPLIED RIGID POLYURETHANE FOAM, MEDIUM DENSITY - APPLICATION."

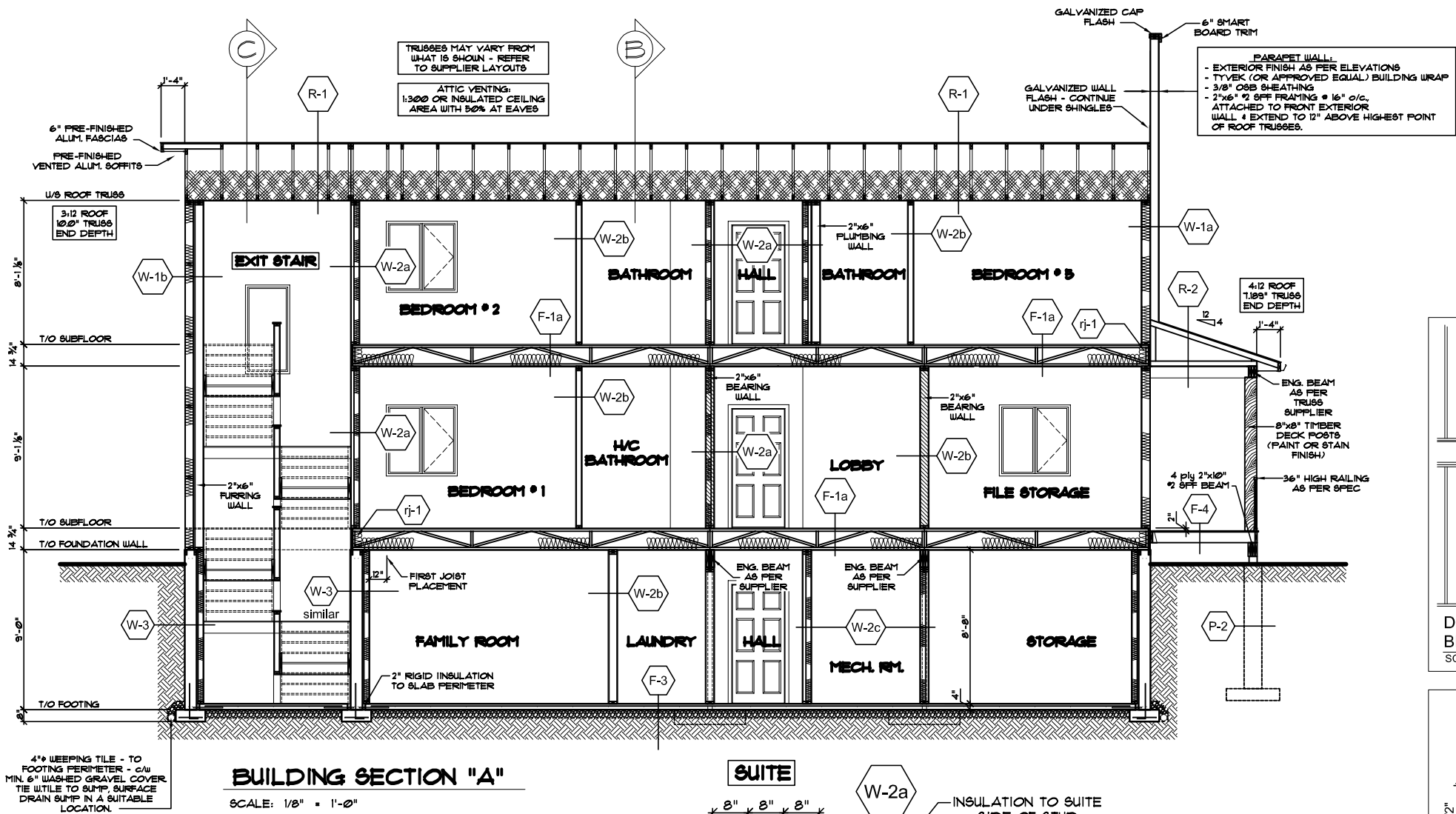
ENERGY CODE:

- ATTIC ACCESS - A20 (R-20 BATT) EFF R-21.90
- RIM JOIST - RIM #1 NOMINAL R-20 + POLY (EFF. R-20.8 + CLADDING).
- ALL BUILDINGS TO BE DESIGNED AND CONSTRUCTED TO CONFORM TO THE ENERGY EFFICIENCY STANDARDS OF THE ALBERTA BUILDING CODE 9.36

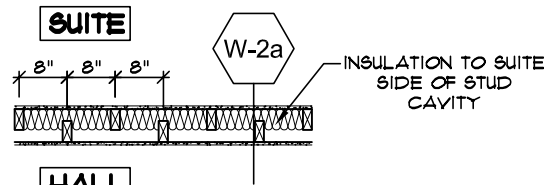


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CLIENT: MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY	
PROJECT: SHELTER RES.- PHASE 1  - OLDS, AB.	
DRAWING: BUILDING SECTION, DETAILS, GENERAL NOTE	
SCALE:	AS NOTED
DRAWN:	N J
JOB NO:	22-103
PAGE:	13 OF 15

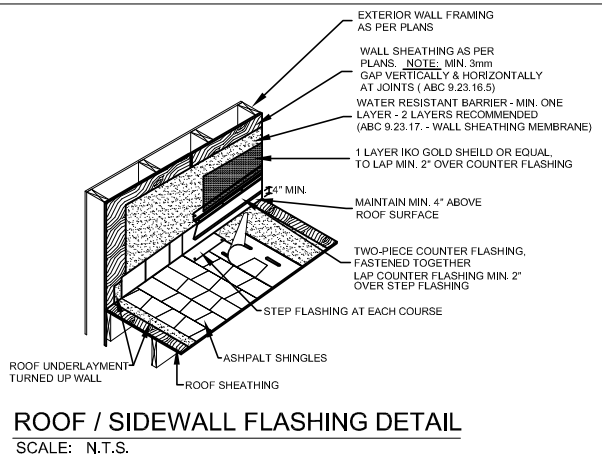




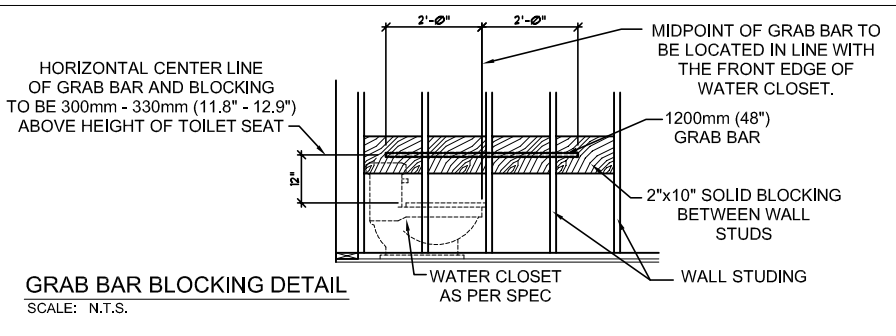
**BUILDING SECTION "A"**  
SCALE: 1/8" = 1'-0"



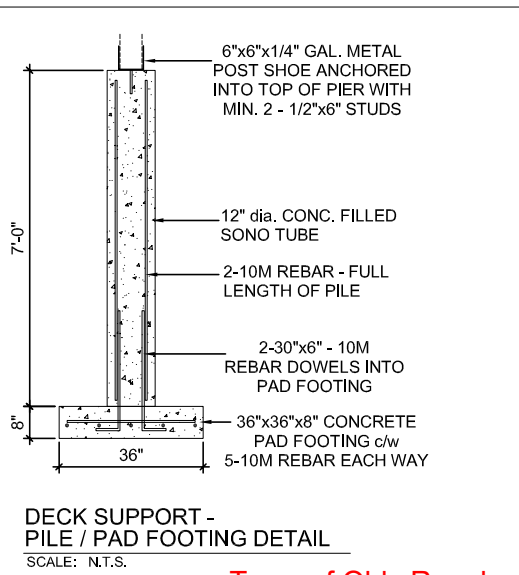
**F.R. PARTITION DETAIL**  
SCALE: N.T.S.



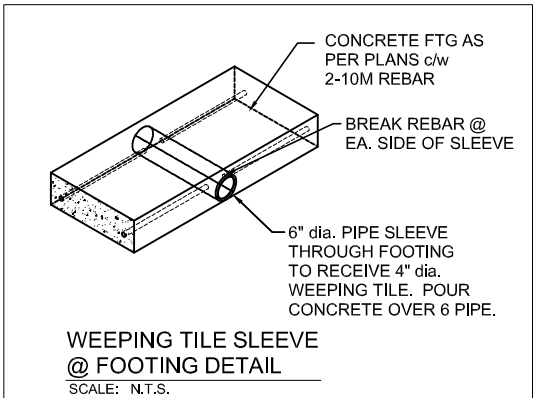
**ROOF / SIDEWALL FLASHING DETAIL**  
SCALE: N.T.S.



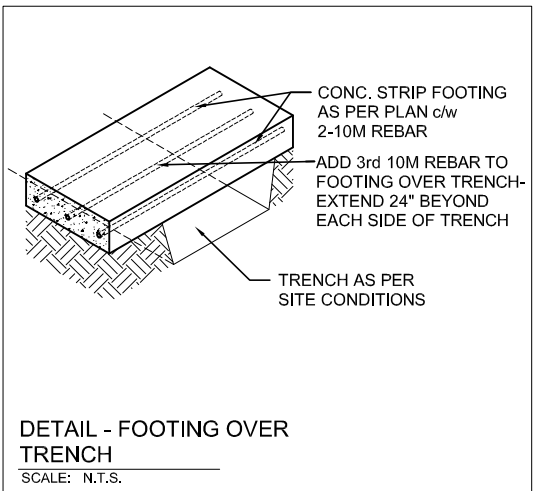
**GRAB BAR BLOCKING DETAIL**  
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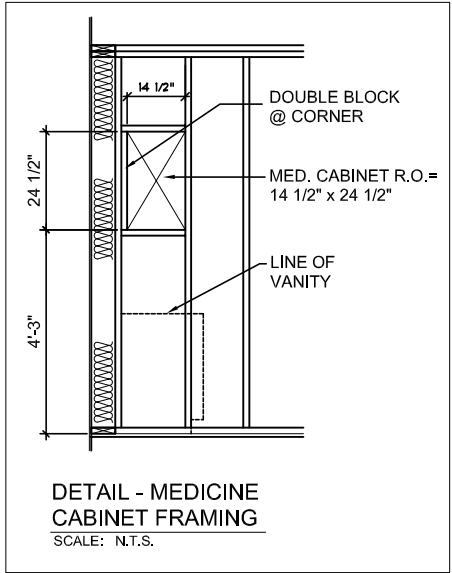
**DECK SUPPORT - PILE / PAD FOOTING DETAIL**  
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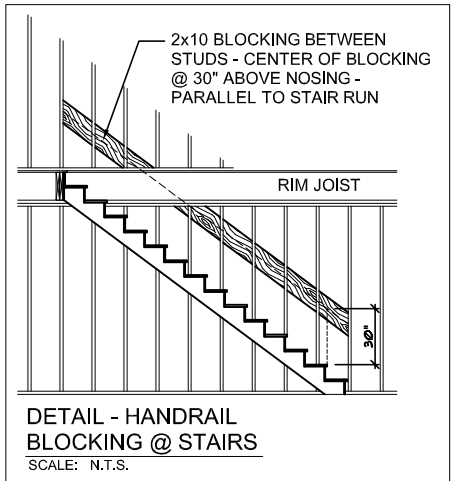
**WEeping TILE SLEEVE @ FOOTING DETAIL**  
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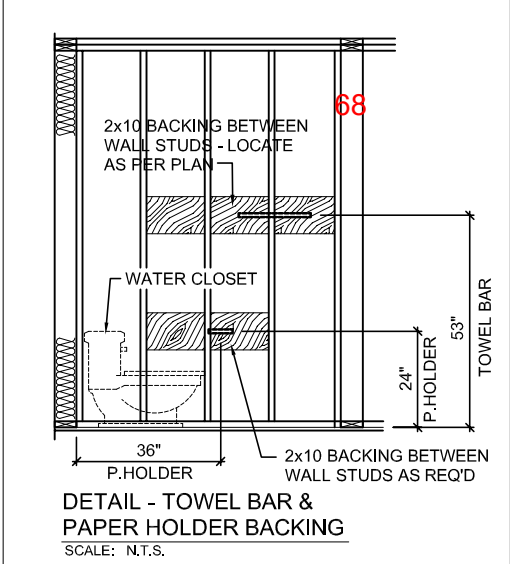
**DETAIL - FOOTING OVER TRENCH**  
SCALE: N.T.S.



**DETAIL - MEDICINE CABINET FRAMING**  
SCALE: N.T.S.



**DETAIL - HANDRAIL BLOCKING @ STAIRS**  
SCALE: N.T.S.



**DETAIL - TOWEL BAR & PAPER HOLDER BACKING**  
SCALE: N.T.S.

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CLIENT:  
**MOUNTAIN VIEW EMERGENCY SHELTER SOCIETY**  
PROJECT:  
**SHELTER RES.- PHASE 1**  
-  
OLDS, AB.

DRAWING:  
**BUILDING SECTION, DETAILS**

SCALE: AS NOTED

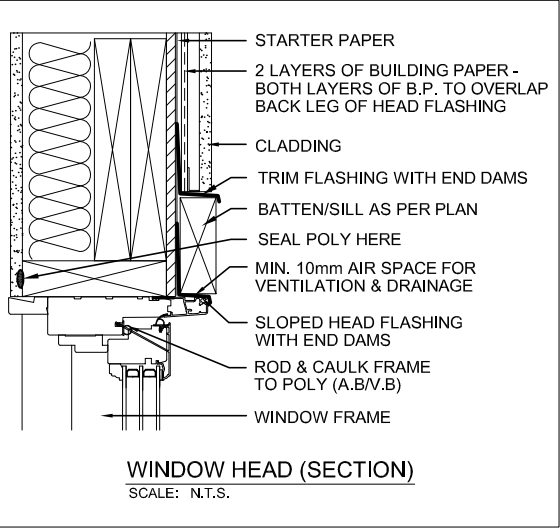
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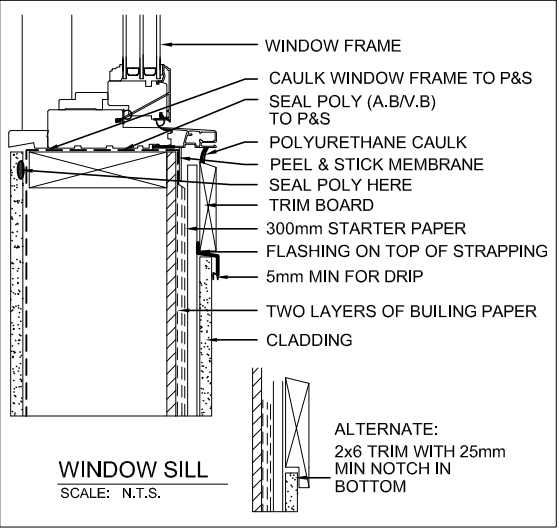
**22-103**

PAGE: **14 OF 15**

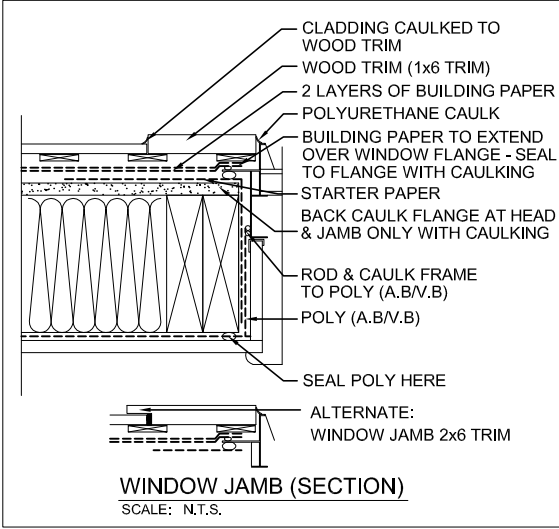




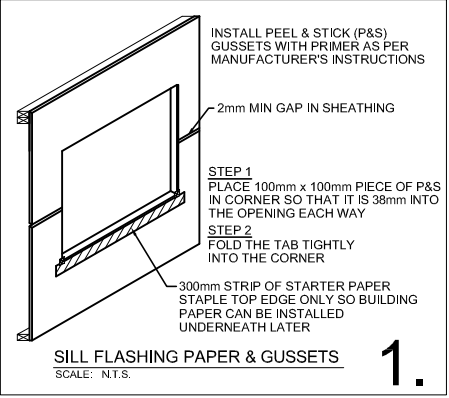
WINDOW HEAD (SECTION)  
SCALE: N.T.S.



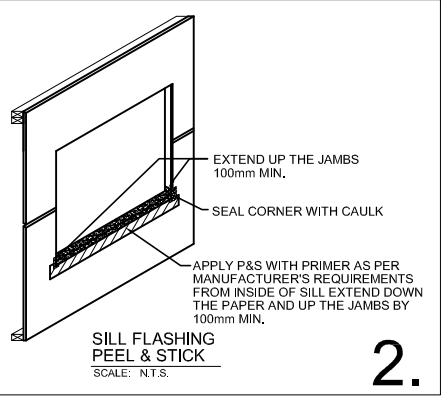
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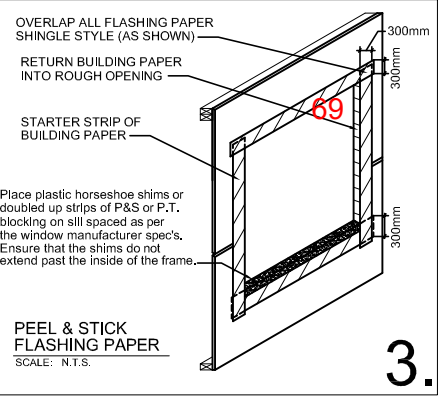
WINDOW JAMB (SECTION)  
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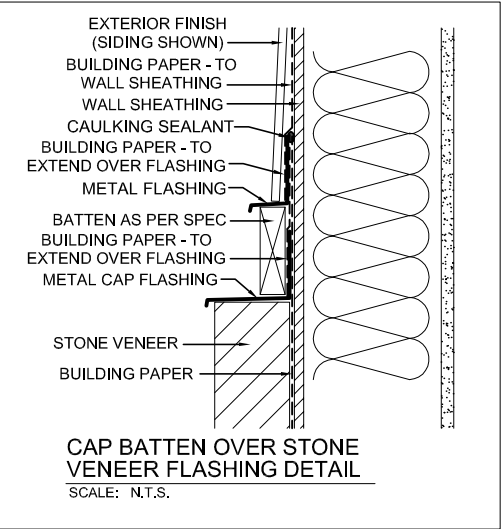
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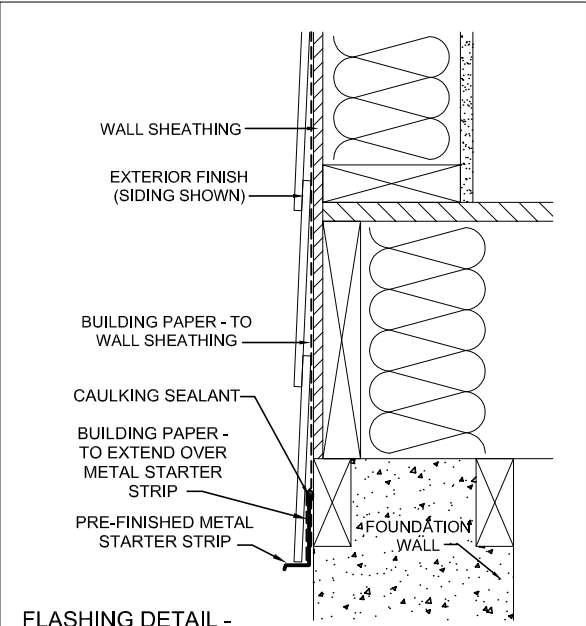
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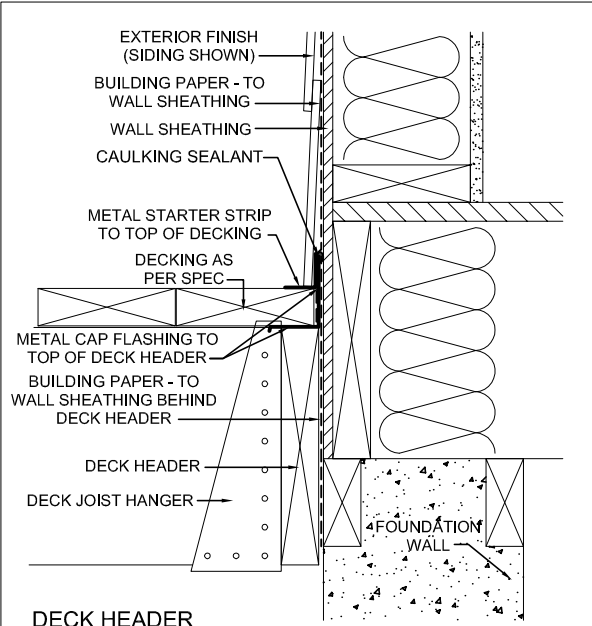
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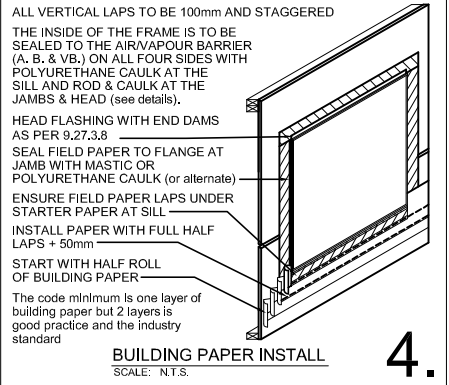
CAP BATTEN OVER STONE  
VENEER FLASHING DETAIL  
SCALE: N.T.S.



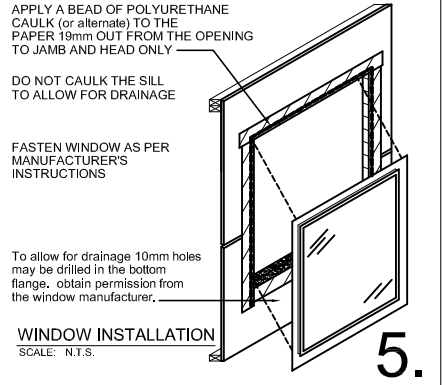
FLASHING DETAIL -  
BASE OF SIDING LOCATION  
SCALE: N.T.S.



DECK HEADER  
FLASHING DETAIL  
SCALE: N.T.S.



4.



5.

## WINDOW INSTALLATION SEQUENCE

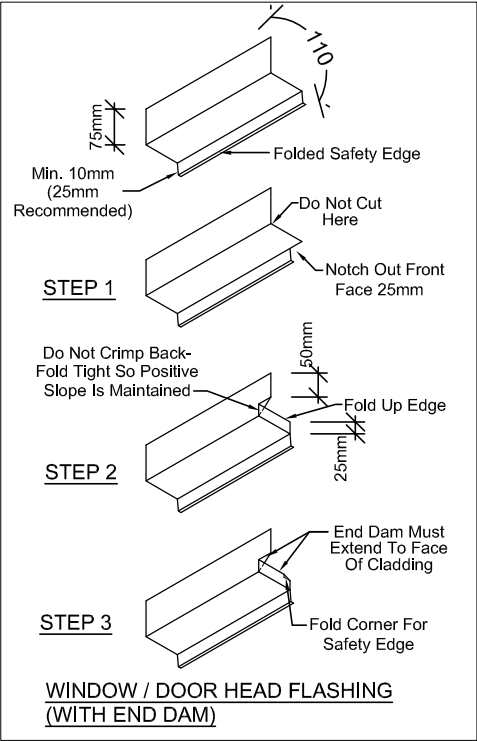
## FLASHING NOTES:

- CAULKING GENERAL NOTE:**  
(REFER TO ABC 9.7.4, 9.20.13.12, 9.26.1.5)
- CAULKING SHALL BE PROVIDED WHERE REQUIRED TO PREVENT THE ENTRY OF WATER INTO THE STRUCTURE.
  - CAULKING SHALL BE PROVIDED BETWEEN MASONRY, SIDING / STUCCO AND ADJACENT DOOR AND WINDOW FRAMES / TRIMS - INCLUDING SILLS.
  - CAULKING SHALL BE PROVIDED AT VERTICAL JOINTS BETWEEN DIFFERENT CLADDING MATERIALS UNLESS JOINT IS FLASHED TO PREVENT ENTRY OF RAIN.

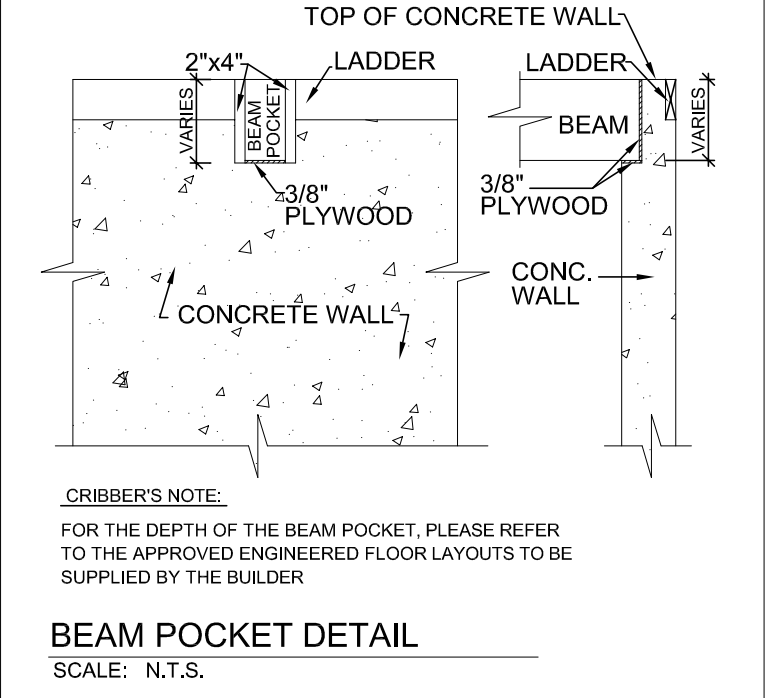
- FLASHING GENERAL NOTE:** (ABC 9.3.3.2, 9.27.3)
- FLASHING SHALL BE INSTALLED AT EVERY HORIZONTAL JUNCTION BETWEEN TWO EXTERIOR FINISHES EXCEPT WHERE AN UPPER FINISH OVERLAPS A LOWER FINISH.
  - FLASHING SHOULD BE INSTALLED OVER ALL EXTERIOR WALL OPENINGS INCLUDING MECHANICAL PENETRATIONS (i.e. VENTS, PIPES, ETC.).
  - CIRCULAR PENETRATIONS SHOULD BE INSTALLED THROUGH BATTEN MATERIAL AND CAULKED. BATTEN MATERIAL IS THEN FLASHED.

- WALL SHEATHING GENERAL NOTE:** (ABC 9.23.16)
- ENSURE GAP OF 2mm MIN. (3mm BEST PRACTICE) AT ALL JOINTS BETWEEN SHEETS OF WALL SHEATHING MATERIAL.

- WALL SHEATHING MEMBRANE GEN. NOTE:** (ABC 9.23.17)
- AT LEAST ONE LAYER (2 LAYERS BEST PRACTICE) SHALL BE INSTALLED BENEATH SIDING, STUCCO AND MASONRY VENEER.
  - MEMBRANE SHOULD BE INSTALLED HORIZONTALLY FROM BOTTOM UP SO SUCCESSIVE UPPER LAYERS OVERLAP LOWER LAYERS.
  - OVERLAP SHALL BE MINIMUM 4" (6" OVERLAP BEST PRACTICE).



WINDOW / DOOR HEAD FLASHING  
(WITH END DAM)  
SCALE: N.T.S.

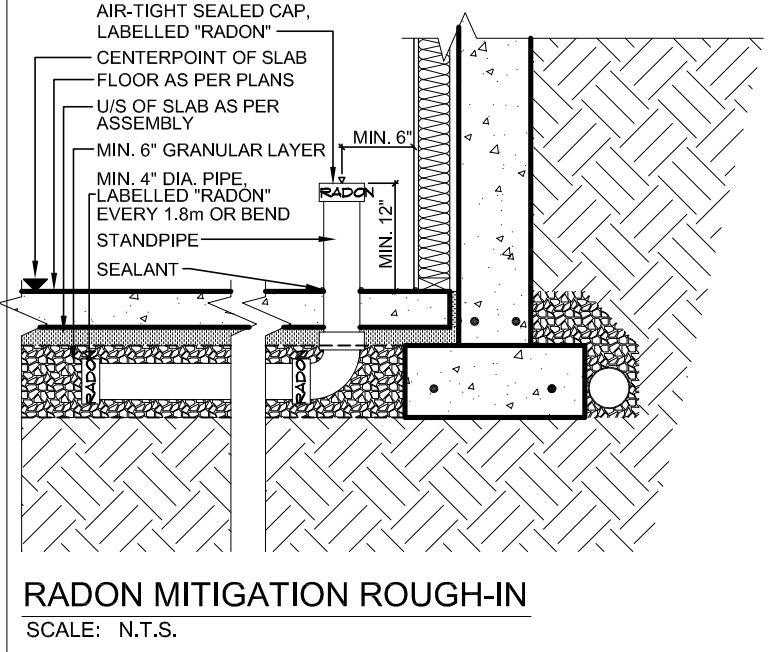


**CRIBBER'S NOTE:**  
FOR THE DEPTH OF THE BEAM POCKET, PLEASE REFER TO THE APPROVED ENGINEERED FLOOR LAYOUTS TO BE SUPPLIED BY THE BUILDER

BEAM POCKET DETAIL  
SCALE: N.T.S.

## RADON STANDPIPE LOCATED IN MECH. ROOM UNLESS OTHERWISE NOTED ON FOUNDATION / BASEMENT FLOOR PLAN

## SUBFLOOR DEPRESSURIZATION / RADON MITIGATION SYSTEM ROUGH-IN SEE ARTICLE 9.13.4.3 OF A.B.C. 2019



RADON MITIGATION ROUGH-IN  
SCALE: N.T.S.

DATE:	RELEASE:
03/01/23	Revised concept issued for review & comments
06/04/23	Final #2 - issued for review & pricing
06/20/23	Final #2 - Revised as per safety codes review
09/24/23	Revised concept issued for review and comments
10/06/23	Final #3 - issued for review & pricing

**JORDetDesignInc.**  
Architectural Design & Drafting  
P.O. Box 1973 Diksbury, Ab. T0M 0W0  
Tel: 403.807.6256 Email: jordet@telsuplane.net

Single Family Residences / Multi Family Projects  
Renovations & Additions / Shops & Outbuildings  
Commercial Buildings / Tenant Improvements

*DISCREPANCIES, ERRORS OR OMISSIONS TO BE REPORTED TO THE DESIGNER PRIOR TO CONST. THIS DRAWING, AND ITS CONTENTS, ARE PROTECTED BY COPYRIGHT AND SHALL NOT BE REPRODUCED, IN WHOLE OR IN PART, WITHOUT THE EXPRESS WRITTEN PERMISSION OF THE DESIGNER - DO NOT SCALE THESE DRAWINGS.*

**CLIENT:**  
MOUNTAIN VIEW  
EMERGENCY SHELTER  
SOCIETY  
**PROJECT:**  
SHELTER RES.- PHASE 1  
OLDS, AB.

**DRAWING:**  
DETAILS

**SCALE:** AS NOTED

**DRAWN:** N J

**JOB NO:**

22-103

**PAGE:** 15 OF 15

General Purpose: To provide an area for various forms of multiple family housing and compatible uses, herein listed which are connected to the municipal sewer and water systems.

Discretionary Uses:	Accessory uses	
	Assisted living facility	[2013-12]
	Bed and breakfast establishments	
	Boarding and rooming houses	
	Chicken Coop	[2021-02]
	Day home – limited	[2008-07]
	Emergency shelter	[2013-12]
	Existing detached dwellings built before May 1980	
	Home occupation – Class 2	[2008-07]
	Mechanized excavation, stripping and grading	
	Multiple housing developments	
	Neighbourhood convenience stores	
	Parking facilities for uses in this District	
	Parks and playgrounds	
	Public and quasi-public uses	
	Public utility buildings	
	Residential care	[2013-12]
	Signs	
	Stacked Rowhouses	
	Temporary shelter	[2013-12]
	Any use that is similar, in the opinion of the development authority, to the permitted or discretionary uses described above.	

Minimum Parcel Area:

Interior parcels 185 m<sup>2</sup> (1,991 ft<sup>2</sup>) per unit  
 Corner parcels 275 m<sup>2</sup> (2,960 ft<sup>2</sup>) per unit

The building's first floor area and the area required for the minimum yards, landscaped area, parking facilities and driveways shall be totalled.

General Purpose:	To provide an area for various forms of multiple family housing and compatible uses, herein listed which are connected to the municipal sewer and water systems.	
Permitted Uses:	Accessory residential buildings Apartments Multi-plexes Row housing Home Occupation – Class 1	[2014-17]
Discretionary Uses:	Accessory uses Assisted living facility Bed and breakfast establishments Boarding and rooming houses Chicken Coop Day home – limited Emergency shelter Existing detached dwellings built before May 1980 Home occupation – Class 2 Mechanized excavation, stripping and grading Multiple housing developments Neighbourhood convenience stores Parking facilities for uses in this District Parks and playgrounds Public and quasi-public uses Public utility buildings Residential care Signs Stacked Rowhouses Temporary shelter Any use that is similar, in the opinion of the development authority, to the permitted or discretionary uses described above.	[2013-12]     [2021-02] [2008-07] [2013-12]  [2008-07]             [2013-12]  [2013-12]

Minimum Parcel Area:

- Rowhouses/stacked rowhouses:
  - Interior parcels 185 m<sup>2</sup> (1,991 ft<sup>2</sup>) per unit
  - Corner parcels 275 m<sup>2</sup> (2,960 ft<sup>2</sup>) per unit
- Multi-plex:
  - The building's first floor area and the area required for the minimum yards, landscaped area, parking facilities and driveways shall be totalled.

Apartments: 1.3 times the building's total floor area

Multiple housing developments:

The ground area of non-recreational buildings, of the parking facilities and driveways and the minimum amenity area (described below) shall be totalled.

Minimum Parcel Area:

Minimum Amenity Area\*

- bachelor unit 15 m<sup>2</sup> (161 ft<sup>2</sup>) per unit
- one bedroom unit 20 m<sup>2</sup> (215 ft<sup>2</sup>) per unit
- two bedroom unit 55 m<sup>2</sup> (592 ft<sup>2</sup>) per unit
- three bedroom unit 90 m<sup>2</sup> (969 ft<sup>2</sup>) per unit
- four bedroom unit 110 m<sup>2</sup> (1,184 ft<sup>2</sup>) per unit

\* Minimum amenity area includes hard and soft-landscaped areas, balconies, recreational facilities and communal lounges.

Maximum Parcel Coverage: Rowhouses/stacked rowhouses and multi-plex: 55%

Apartments: 75%

Multiple housing developments: Determined by subtracting the minimum amenity area from the parcel area.

Minimum Front Yard: 6 m (20 ft)

Minimum Side Yard: 1.5 m (5 ft), except where it abuts a road – 3 m (9.84 ft) or as required by the Alberta Building Code, whichever is greater

Apartments:

3 m (9.84 ft) except where it abuts a road – 6 m (20 ft), or as required in the Alberta Building Code, whichever is greater.

Multiple housing development:

Sufficient separation or screening must exist, in the opinion of the development authority, to maintain the privacy of each dwelling under normal conditions, or as required in the Alberta Building Code, whichever is greater.

Minimum Rear Yard: 9 m (30 ft), except in multiple housing developments dwelling units with ground level private access where each unit shall have a private, screened yard area of not less than 45 m<sup>2</sup> (484 ft<sup>2</sup>)

Maximum Building Height: 8.5 m (28 ft)

Apartments: 13.5m (44 ft) or the lesser of four (4) stories or 15.25m (50 ft) [2015-21]

Utilities: All utility services and all utility wires and conduits shall be installed underground.

Landscaped Area: Rowhouses, stacked rowhouses, multiplexes, apartments and all housing types developed as multiple housing developments must have:

- (i) A minimum of 30 percent of the parcel area landscaped; and
- (ii) The landscaped area designed to separate parking facilities from all window of living rooms, dining rooms and bedrooms on first floors and in basements by a minimum of 4 m (13 ft). [2016-012]

---

## DEVELOPMENT PERMIT DP24-044

**Proposal:** Emergency Shelter

**Deemed Use:** Discretionary Use – Emergency Shelter

**Land Use Bylaw Designation:** Medium Density Residential District (R3)

**Civic Address:** 5001 54 Street, Olds AB.

**Legal Description:** SE 32-32-1 w of 5

**Applicant / Owner:** Mountain View Emergency Shelter Society/Town of Olds

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Decision: **APPROVED** subject to the conditions outlined below:

1. The development must be constructed in accordance with the approved plans and conditions. Any revisions to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority. The approved plans are attached.
2. Ten on-site parking stalls shall be provided as shown in the approved plan.
3. Final grading of the lot shall have positive onsite surface drainage that does not adversely affect this property or any adjacent properties. The applicant shall work with the Town of Olds Planning and Development Department to ensure their positive surface drainage on-site
4. After the foundation has been constructed further work on the building must cease until such time as a **drawing prepared by an Alberta Land Surveyor has been submitted to and approved by the Development Officer** confirming that the building's foundation and grade elevations at top of footings is consistent with the approved plans.
5. **Lot coverage for an R3 district is not to exceed 75% which includes all buildings and the hard-surfaced driveway.**
6. A landscaping plan shall be provided to the Town of Olds Planning and Development Department prior to any landscaping taking place. The landscaping plan shall meet all the requirements of the Land Use Bylaw at that time.
7. The address of the property must be posted on the front of the dwelling facing the street and if the dwelling has access to a lane, address identification is always to be displayed at a location plainly visible from the lane as well. Each letter and number must always be not less than 10 cm character size and be plainly visible.
8. **Occupancy of the Emergency Shelter shall occur only after the building permit has been closed.**
9. The Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw.
10. If the development authorized by a development permit is not commenced within 12 months from the date of issue, nor carried out with reasonable diligence, such permit approval ceases and the permit itself is deemed void, expired, and without effect, unless an extension of this period has been previously granted.



11. Use and development of the subject site shall conform to all other applicable requirements of the ~~74~~ Town of Olds Land Use Bylaw 01-23 except where a relaxation has been expressly granted.
12. Separate permits shall be applied for all future signs on the property. No signs have been approved with this application.
13. The recycling and garbage bins shall be located in the southwest corner of the property, be screened and approved by the Town of Olds Planning and Development Department prior to installation of them.
14. The applicant shall be responsible for the installation and repairs associated with the tie-ins of any services to their site.
15. Access to 54 Street shall only be used in emergency situations or when an expansion occurs.
16. It is the responsibility of the applicant to ensure that all other governing body regulations are met for this development including but not limited to the Canadian Pacific Railway and Alberta Health Services.
17. This is not a Building Permit. Please contact the Town of Olds Development Authority for information regarding a Building Permit and compliance with the Alberta Building Code. Building Permits are issued through the Town of Olds
18. It is the developer/applicant's responsibility to comply with the Alberta Building Code and obtain the necessary Electrical, Plumbing and Gas Permits. Any of the following are authorized to issue these permits in the Town:
  - i) Davis Inspection Service (800-639-0912 / 403-275-3338),
  - ii) IJD Inspection Ltd. (877-617-8776 / 403-346-6533),
  - iii) Park Enterprises (800-621-5440 / 403-329-3437), or
  - iv) Superior Safety Codes (888-717-2344)
19. It is the developer/applicant's responsibility to:
  - 1) Submit a Utility Excavation Permit application and ensure that the terms and conditions of the Utility Excavation Permit are complied with and appropriate fees are paid;
  - 2) Contact Alberta First Call at 1-800-242-3447 and obtain utility locates prior to commencing an excavation; and
  - 3) Contact Operational Services at 403-507-4833 at least *48 hours*:
    - (i) prior to commencing an excavation for underground services to arrange for an inspection of the sidewalk and boulevard; and
    - (ii) prior to backfilling the excavation for the water and sewer connections to arrange for an inspection of the connections. Note that the Performance Bond/ Security Deposit will not be returned if the water and sewer connections are not inspected prior to backfilling.
20. Weeping tile, roof drainage and surface drainage must not be directed or conveyed to the sanitary sewer.
21. Sump installation must comply with Alberta Environment's Standards, Safety Codes (Plumbing) requirements, the Town's Water and Wastewater Bylaw 2014-10. Please see attached Typical Sump Pump Discharge Connection.
22. It is the developer/applicant's responsibility to ensure that the curb stop (i.e. water shut off valve) is properly installed and fully operational.
23. It is the responsibility of the developer/applicant to contact the Town of Olds to set up a utility account and request a water meter. All water meters for residential construction must be purchased from the Town of Olds and installed by Town of Olds Utilities staff. Meter installation requests must be received at least two working days before installation is required. All wiring must be in place for both the meter

and an exterior remote reading device in place BEFORE installation of a meter. The cost for all water meters is Town of Olds cost plus a 10% administration fee. Water meters are available in the following standard sizes: 5/8", 3/4", 1", 2".

24. It is the developer/applicant's responsibility to comply with Bylaws of the Town of Olds including the Land Use Bylaw No. 01-23 and the Community Standards Bylaw 2015-08. These Bylaws require in part:
- 1) That construction rubbish, dirt, stones, old implements, automobiles, scrap iron or any other rubbish must not be allowed to accumulate so as to cause an unsightly condition, hazard or nuisance;
  - 2) That construction rubbish is not blown onto neighbouring parcels;
  - 3) That occupants/owners cut grass or weeds on their property, including town property adjacent to their premises, (i.e. sidewalks, boulevards and back alleys). Restricted and noxious weeds must be controlled in a manner as prescribed by the weed inspector;
  - 4) That no person shall place or deposit any object, refuse, building or other materials, dumpsters, snow, earth, sand, gravel, sod, or any other matter onto a roadway, sidewalk, boulevard, or median within the Town, excepting vehicles and materials for which specific permission has been granted by the Chief Administrative Officer; and
  - 5) No concrete may be placed in the gutter of a roadway.
25. A development permit for all discretionary use or any permitted use for which a variance or relaxation was granted, issued pursuant to *Part Two: Development Permits, Contravention and Appeal* of the Land Use Bylaw 01-23, does not come into effect until 21 days after the date on which the notice of issuance of the permit is given under Section 2.4 (3) of the Land Use Bylaw 01-23. Any development proceeded with by the applicant prior to the expiry of this period is done solely at the risk of the applicant.
26. The date of issue of a permit for any permitted use that conforms in all respects to the requirements of Land Use Bylaw 01-23 and was approved with or without conditions pursuant to this part comes into effect immediately upon approval by the development authority.
27. If the development authorized by this development permit is not commenced within 12 months from the date of its issue, or the date of decision of the Subdivision and Development Appeal Board upon appeal, nor carried out with reasonable diligence as determined by the Town of Olds development authority, this development permit ceases to be effective, unless an extension of this period, being no longer than an additional 12 months, has previously been granted by the development authority.
28. There shall be an area onsite for snow storage.

### **Appeal Procedure**

This Development Permit and any conditions of this Development Permit may be appealed ~~76~~ the Subdivision and Development Appeal Board in accordance with Section 2.7 of the current Land Use Bylaw 01-23.

Development Appeals shall be filed with the Secretary of the Subdivision and Development Appeal Board (SDAB) and contain reasons within 21 days on which the notice of issuance of the permit is given. If you wish to file an appeal of this decision, please submit one to us in writing by the end of **Monday April 15, 2024**. There is a \$300 fee to file an appeal with the SDAB. This fee shall be paid when the appeal letter is submitted to the Town prior to the expiration of the above referenced appeal period. We can be contacted at (403) 507-4806 or [planning@olds.ca](mailto:planning@olds.ca) for any additional information required.

---

*Shari Edgington CET, Development Officer*

Date of Decision: March 25, 2024

Date of Notice in Newspaper: March 26, 2024

Effective Date of Permit: April 15, 2024 (after 3-week appeal period)

Attachments:

1. Site Plan
2. Construction Drawings
3. Foundation Elevations
4. Foundation Report Form
5. Water/Sewer Connection Inspection Form
6. Typical Sump Pump Discharge Connection

**NOTES TO THE APPLICANT**

1. A separate permit shall be applied for to install an over height fence.
2. Any of the onsite hedges, trees or shrubs may be removed from the site by the applicant and they shall incur all and/or any costs associated.





Request for Decision

**INFRASTRUCTURE QUARTERLY REPORT**

March 25, 2024

**RECOMMENDATION**

**That Council accepts the Infrastructure Services Quarter 1 report as presented for information.**

**STRATEGIC ALIGNMENT**

Our community is supported and enabled through skillful governance.  
Our thriving community is built on strong and collaborative relationships.

**LEGISLATIVE AUTHORITY**

1. Municipal Government Act

**BACKGROUND**

The Infrastructure Services report provides a comprehensive update on various function areas within the Operations and Planning and Development departments. This report is submitted for information purposes aiming to provide stakeholders and key decision makers with a clear understanding of the recent developments, achievements, and challenges across our department.

**FINANCIAL CONSIDERATIONS** ☐ Operating ☐ Capital ☒ Not Applicable

Details:

**KEY MESSAGES**

The Infrastructure Services report serves as an informative tool to enhance understanding of various function areas.

**ATTACHMENTS**

1. Infrastructure Services Q1 Report

CAO Review: Brent Williams

Date: 20 March 2024



# Quarterly Report

Q1 2024 // INFRASTRUCTURE

Utilities, Planning and Infrastructure,  
Public Works, Waste Collection

# Overview - Utilities

Core Services	Completed	Outstanding	Monthly Target
Catch basin repairs	0	9	-
Manhole relining	0	10*	-
UT dig repairs	0	16	-
Manhole inspections	105	830	60
Sewer main inspections	0	1341	15 blocks
Water service repairs	4	0	-
Water main repairs	-	-	-
Catch basins cleared	75	-	-

\*Note: 10 manholes added via MH inspection program

## Water Meter Pilot Project:

- Meters installed: 95 total
- Meters outstanding: 5, were not installed due to time constraints and unavailable appointments.



### Strategic Objective Target(s):

- ☐ Residents and Town staff actively communicate and engage with us through open dialogue
- ☐ Our community is supported and enabled through skillful governance
- ☐ Our thriving community is built on sound and collaborative relationships
- ☒ Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens

# Overview - Utilities

## Water Loss

	January	February	March	April	May	June	July	August	September	October	November	December	Totals	Avg 2023
m3	31,966	28,947											388,896	32,408
Percentage	35.24%	32.65%											32.42%	31.86%
Dollar Value	\$62,973	\$57,026											\$766,125	63,844

## Wastewater Loss

	January	February	March	April	May	June	July	August	September	October	November	December	Totals	Avg 2023
m3	41,059	28,392											559,984	46,665
Percentage	41.67%	32.74%											41.84%	39.70%
Dollar Value	\$109,217	\$75,523											\$ 1,450,359	\$120,863

### Strategic Objective Target(s):

- ✓ Residents and Town staff actively communicate and engage with us through open dialogue
- ❑ Our community is supported and enabled through skillful governance
- ❑ Our thriving community is built on sound and collaborative relationships
- ✓ Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens



# Overview - Vapour Testing Repair Update

Repair Type	Required	Completed	Remaining
Cleanout plug	14	14	0
Manhole lid replacement	4	3	1
Manhole inserts	11	11	0
Barrel extension	3	2	1
Line grouting	4	4	0

## Remaining Locations:

- 4501 Imperial Rd (storage yard) – landowner working on installing revised lid
- East of 70<sup>th</sup> Ave in grass area – barrel to be raised in the spring, requires a 4' height adjustment

### Strategic Objective Target(s):

- ☐ Residents and Town staff actively communicate and engage with us through open dialogue
- ☐ Our community is supported and enabled through skillful governance
- ✓ Our thriving community is built on sound and collaborative relationships
- ✓ Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens



# Water Loss Plan

**Priority #1:** Leak detection to determine repair areas

**Method:** Advanced acoustic correlation and tradition leak detection

## Features

- Acoustic detection using artificial intelligence to determine sounds based on frequencies and patterns
- Sensors are much more sensitive than traditional sonogram units
- Uses correlation with adjacent sensors in the area to pinpoint the leak location and leak size
- Can detect smaller leak sizes than traditional methods
- Installed over a 24-hour period to capture lower flow conditions
- Removes the element of human error that can occur with traditional methods
- Successes – 1 leak found in Vista's; 3 leaks found on 61<sup>st</sup> Ave

## Priority List

- Section 2 (Duncan, Davis, etc.) – completed
- Section 1 (Park Meadows, lake, etc.)
- Section 3 (Willow, Ash, Beech, etc.)
- Section 4 (Silverthorn, 42<sup>nd</sup> St, Sunrise)
- Section 6 (Downtown)
- Section 5 (SE industrial)

## Schedule

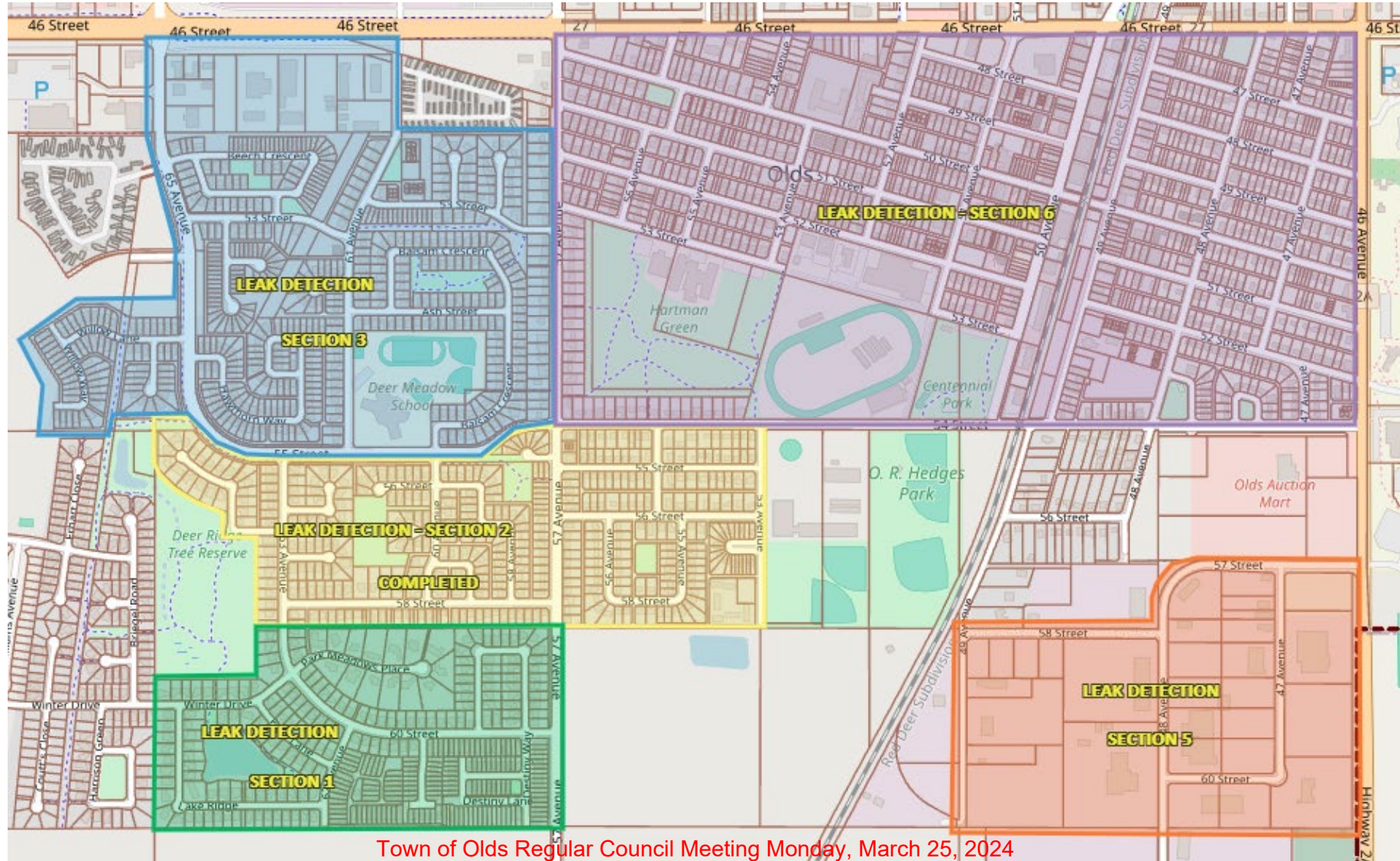
- Completed by mid-March (weather permitting)

### Strategic Objective Target(s):

- ☐ Residents and Town staff actively communicate and engage with us through open dialogue
- ✓ Our community is supported and enabled through skillful governance
- ☐ Our thriving community is built on sound and collaborative relationships
- ✓ Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens

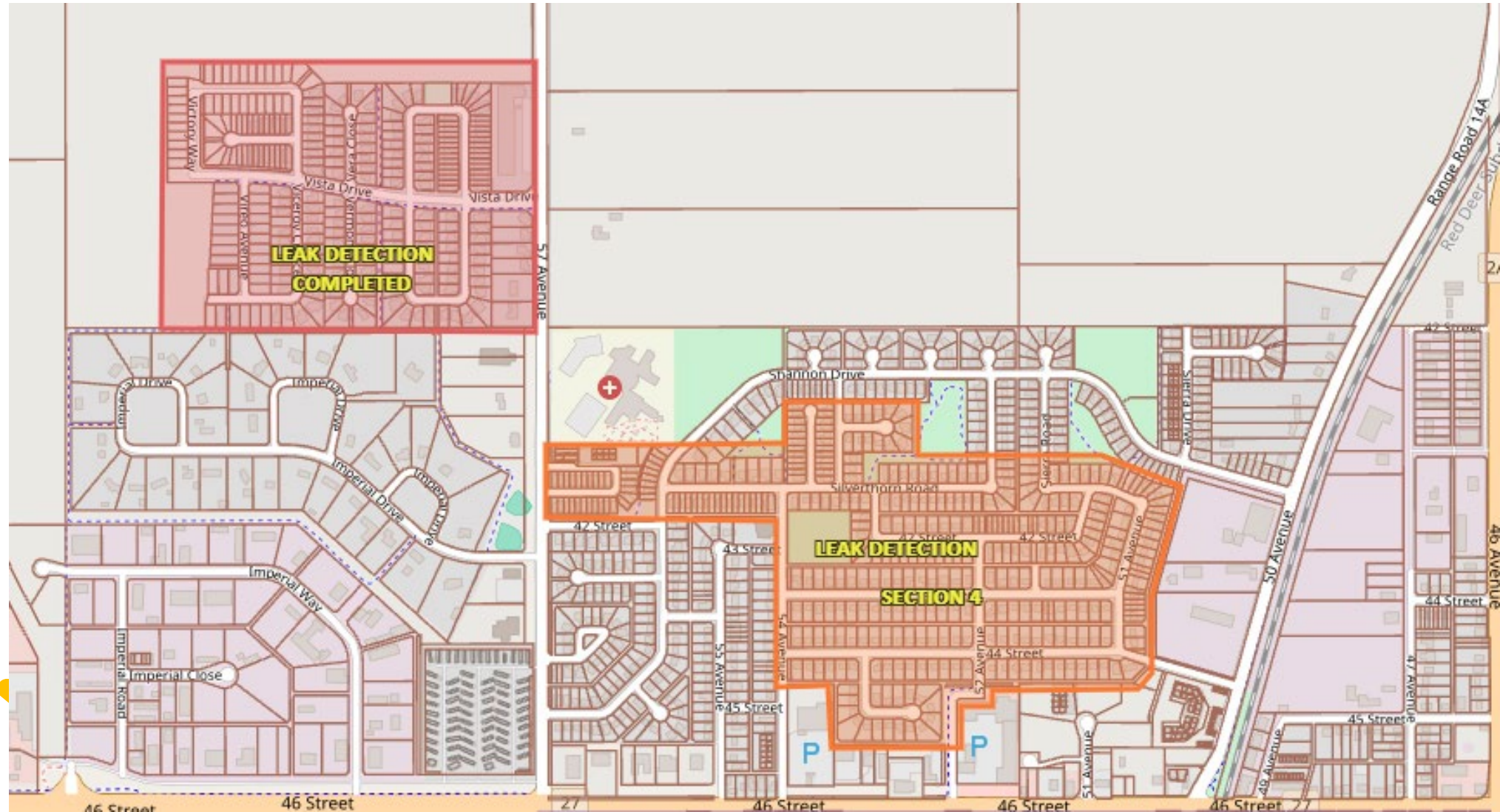


# Leak Detection Sections





# Leak Detection Sections (cont.)





# Inflow & Infiltration Plan

**Priority #1:** Manhole inspections and relining

**Priority #2:** Main line inspections and relining

**Priority #3:** Additional smart cover installation

**Priority #4:** Manhole adjustments

**Priority #5:** Continuing ongoing initiatives



Strategic Objective Target(s):

- ☐ Residents and Town staff actively communicate and engage with us through open dialogue
- ✓ Our community is supported and enabled through skillful governance
- ☐ Our thriving community is built on sound and collaborative relationships
- ✓ Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens

# Priority #1: MH Inspections and Relining

**Method:** Utilization of new manhole inspection procedure

## Features

- Outlines the assessment of specific condition criteria within the MH
- Staff are also required to take photographic evidence of inside the barrel
- Will facilitate prioritization of manhole relining program based on metrics

## Priority List

- Section 3 (Willow, Ash, Beech, etc.)
- Section 2 (Duncan, Davis, etc.)
- Section 1 (Park Meadows, lake, etc.)
- Section 4 (Silverthorn, 42<sup>nd</sup> St, Sunrise)
- Section 5 (SE industrial)
- Section 6 (Downtown)

## Schedule

- Starting end of February/March (weather permitting)

## Target

- 60 manhole inspections per month (approximately 935 manholes within network)
- 10 manholes relined by summer 2024

MANHOLE INSPECTION FORM	
INSPECTOR: _____	DATE: _____
MH #: _____	LOCATION: _____
1. Surface adjacent to manhole:	Gravel Asphalt Grass Concrete Other
2. Subject to ponding/flooding:	Yes No
3. Manhole lid:	Standard Watertight Smart Cover
4. Barrel diameter:	_____ (mm)
5. Frame alignment and seal:	Good Fair Poor
6. Frame grade:	Above Below Flush
7. Previously lined:	Yes No
8. Construction type:	Precast Block Brick Other: _____
9. Structural condition:	Good Fair Poor
10. Evidence of inflow/infiltration:	Leaks Stains None Other: _____
11. Estimated inflow/infiltration flow rate:	_____ (l/s)
12. Manhole steps:	Secure Corroded Loose None
13. Bench:	Flat Steep None Condition: _____
14. Invert shape:	Shaped properly Shaped improperly
15. Direct service connections into MH: #:	_____
16. Groundwater level above invert:	_____ (m)
17. High water mark:	_____ (m from invert)
18. Debris:	None Minor Needs Cleaning
19. Debris Description:	_____
20. Relining recommended:	Yes No
21. Additional Comments: _____	

# Priority #2: Main Line Inspections and Relining

**Method:** Utilization of new main line inspection procedure

## Features

- Outlines the assessment of specific conditions within the lines
- Will provide evidence to confirm relining sections that were identified but not completed
- Goal is to create a Town wide relining program and priority list based on metrics

## Priority List


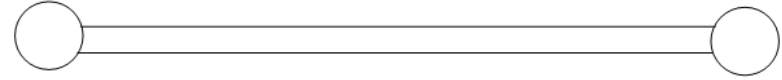
- Section 3 (Willow, Ash, Beech, etc.)
- Section 2 (Duncan, Davis, etc.)
- Section 1 (Park Meadows, lake, etc.)
- Section 4 (Silverthorn, 42<sup>nd</sup> St, Sunrise)
- Section 5 (SE industrial)
- Section 6 (Downtown)

## Schedule

- Starting end of February/March (weather permitting)

## Target

- 15 blocks of main line inspections per month
- 10 blocks relined by fall 2024

SEWER INSPECTION FORM																						
INSPECTOR: _____	DATE: _____																					
START MH #: _____	END MH #: _____																					
PIPE USE: _____	LENGTH: _____ (m)																					
1. Surface type above sewer:	Gravel Asphalt Grass Concrete Other: _____																					
2. Relining:	Yes No If yes, material: _____																					
3. Pipe diameter:	_____ (mm)																					
4. Pipe shape:	_____																					
5. Pipe material:	PVC VCT CI Concrete Brick Other: _____																					
6. Flow:	Depth (est.): _____ (mm) Direction: _____																					
<p>Record length, type, and location of defect and/or service connections below:</p> <div style="text-align: right;">  </div> <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="text-align: center;"> <p>MH: _____ Start of survey</p>  </div> <div style="text-align: center;"> <p>MH: _____ End of survey</p> </div> </div>																						
<p><b>Example remarks:</b></p> <table border="0"> <tbody> <tr> <td>Bow in line</td> <td>Infiltration</td> <td>Root intrusion</td> </tr> <tr> <td>Camera blocked, unable to proceed</td> <td>Inflow</td> <td>Sag in line</td> </tr> <tr> <td>Crack in pipe – lateral/transverse</td> <td>Invert damage (specify)</td> <td>Structural damage (specify)</td> </tr> <tr> <td>Corrosion (indicate severity)</td> <td>Leakage</td> <td></td> </tr> <tr> <td>Collapsed</td> <td>Offset joint</td> <td></td> </tr> <tr> <td>Debris</td> <td>Separated joint</td> <td></td> </tr> <tr> <td>Distorted shape</td> <td>Service connection</td> <td></td> </tr> </tbody> </table>		Bow in line	Infiltration	Root intrusion	Camera blocked, unable to proceed	Inflow	Sag in line	Crack in pipe – lateral/transverse	Invert damage (specify)	Structural damage (specify)	Corrosion (indicate severity)	Leakage		Collapsed	Offset joint		Debris	Separated joint		Distorted shape	Service connection	
Bow in line	Infiltration	Root intrusion																				
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Corrosion (indicate severity)	Leakage																					
Collapsed	Offset joint																					
Debris	Separated joint																					
Distorted shape	Service connection																					

# Priority #3: Additional Smart Cover Installation <sup>88</sup>

**Method:** Utilization of additional smart covers and relocation of existing covers

## Features

- Expanded data collection capacity
- More targeted installation locations at convergence points to isolate problematic areas

## Priority List

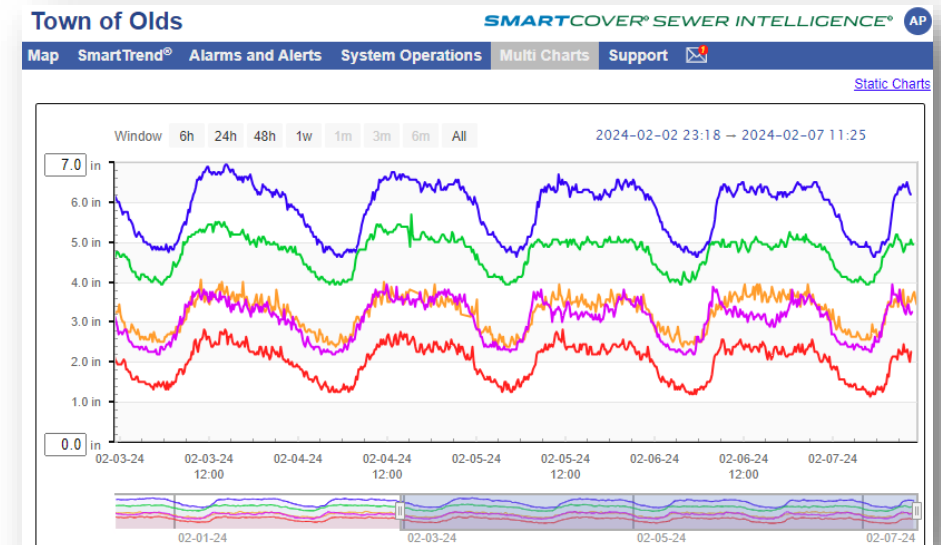
- Shannon Drive adjacent to lift station (based on previous capacity and back flow issues)
- Beech Cr
- Memorial Way from Willow to 57<sup>th</sup> Ave
- Downtown

## Schedule

- Installed at the beginning of March

## Target

- 14 smart covers in rotation and 4 rain sensors



# Priority #4: MH Adjustments

**Method:** Raising the grade of buried or shallow manholes

## Features

- Relatively low-cost improvement per manhole
- Eliminates inflow from manholes that are currently within fields or ditches with large stormwater catchment areas

## Priority List

- Field east of Operations Centre
- 70<sup>th</sup> Ave from Operations Centre to south of Hwy 27

## Schedule

- Anticipated start April (weather permitting)

## Target

- 4 manholes raised per month, 20 completed by fall 2024



# Priority #5: Continue ongoing initiatives

- Water meter pilot project analysis
- Water billing audit
- Utility dig repairs
- Analysis of existing smart cover data
- Correlation with SRD flow rates
- Completion of vapour test repairs
- Investigation/implementation of incentive programs
- SCADA system upgrades
- Locating buried manholes

# Priorities Cost Estimate

Priorities	Estimate
<b>Water</b>	
#1 - Leak Detection	\$99,657
<b>Inflow &amp; Infiltration</b>	
#1 – MH Relining	\$180,000
#2 – Sanitary Main Relining	\$460,000*
#3 – Additional Smart Covers	\$40,000
#4 – Manhole Adjustments	\$42,000
#5 – Ongoing Initiatives	\$5,000
<b>Total</b>	<b>\$826,657*</b>

*\*Note: based on locations not completed in 2023, does not include new locations discovered in 2024*



# Overview - Public Works

Core Services		Completed	Outstanding
Cemetery Digs	Regular Internments	4	-
	Inground Cremation Internments	2	-
IR Paving (Tonnes of IR Hot Mix)		0	-
Line Painting		0	-
Sidewalk Repairs		0	53 – Priority 1 56 – Priority 2 50 – Priority 3 10 – Recent additions
Large Patch Repairs		0	
Small Pothole Repairs (Tonnes of cold mix)		1 T of cold mix	-
Street Sweeping		0	
Contracted Snow Clearing (Hours)		40	

## New Snow Attachments:

- 1 box blade for skid steer & 1 box blade for loader
- Reduce plowing time by 50%



### Strategic Objective Target(s):

- ✓ Residents and Town staff actively communicate and engage with us through open dialogue
- ✓ Our community is supported and enabled through skillful governance
- ✓ Our thriving community is built on sound and collaborative relationships
- ✓ Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens



# Overview - Planning & Infrastructure

- MIP Capital Project: 52<sup>nd</sup> Street
  - Blocks between 53<sup>rd</sup> & 51<sup>st</sup> Ave
    - **Completed:** underground, curb and gutter, sidewalk, base lift asphalt
    - **Outstanding:** top lift asphalt, landscaping, permanent signage
  - Block between 51<sup>st</sup> & 50<sup>th</sup> Ave
    - **Completed:** underground, curb and gutter, base lift asphalt
    - **Outstanding:** top lift asphalt, landscaping, sidewalk, permanent signage
- 67A Ave Road Extension Engineering
  - Preliminary engineering in progress
- 57<sup>th</sup> Ave & 54<sup>th</sup> St Intersection Assessment
  - Project on hold due to increased budget



#### Strategic Objective Target(s):

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# Overview - Planning & Infrastructure

## Development Permit Approval Timelines

Development Authority	Development Permits Issued (Jan-Feb)	Processing Time from Application Date	Processing Time from Deemed Completion Date
Development Officer	7	14.7 days	0.71 days
Council	4	35.5 days	10.75 days

### Strategic Objective Target(s):

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# Overview - Planning & Infrastructure



## 2024 BUILDING PERMIT STATISTICS

	Residential									Commercial	Industrial	Institutional	TOTALS		Housing Starts				
	Detached Dwelling		Duplex		Multi-Unit		Acc. Bldg/Other												
	#	Value	#	Units	Value	#	Units	Value	#							Value			
Jan	1	\$425,000.00						2	\$0.00						3	\$425,000.00	1		
Feb	1	\$375,000.00						6	\$85,135.00	1	\$7,000.00				8	\$467,135.00	2		
Mar															0	\$0.00			
Apr															0	\$0.00			
May															0	\$0.00			
Jun															0	\$0.00			
Jul															0	\$0.00			
Aug															0	\$0.00			
Sep															0	\$0.00			
Oct															0	\$0.00			
Nov															0	\$0.00			
Dec															0	\$0.00			
	2	\$800,000.00	0	0	\$0.00	0	0	\$0.00	8	\$85,135.00	1	\$7,000.00	0	\$0.00	0	\$0.00	11	\$892,135.00	3

95

## 2023 BUILDING PERMIT STATISTICS

	Residential										Commercial		Industrial		Institutional		TOTALS		Housing Starts
	Detached Dwelling		Duplex		Multi-Unit		Acc. Bldg/Other												
	#	Value	#	Units	Value	#	Units	Value	#	Value	#	Value	#	Value	#	Value			
Jan	1	\$550,000.00	1	2	\$520,000.00	1	2	\$130,000.00	4	\$68,000.00	2	\$315,000.00				9	\$1,583,000.00	5	
Feb	2	\$945,000.00							1	\$2,000.00	2	\$799,000.00			1	\$30,000.00	6	\$1,776,000.00	2
Mar	2	\$615,000.00	1	2	\$450,000.00				4	\$162,000.00						7	\$1,227,000.00	4	
Apr	1	\$530,000.00							7	\$183,321.04	2	\$325,000.00				10	\$1,038,321.04	1	
May	1	\$700,000.00	1	2	\$450,000.00				10	\$391,713.00	1	\$20,000.00	1	\$15,000.00			14	\$1,576,713.00	3
Jun									11	\$175,000.00	3	\$183,000.00			1	\$12,000.00	15	\$370,000.00	0
Jul	1	\$610,000.00							5	\$152,987.00	2	\$105,000.00	1	\$1,700,000.00			9	\$2,567,987.00	1
Aug	2	\$970,000.00							7	\$82,150.00	2	\$802,120.00					11	\$1,854,270.00	2
Sep	1	\$450,000.00	2	4	\$946,000.00				6	\$100,138.00						9	\$1,496,138.00	6	
Oct	2	\$870,000.00	1	2	\$375,000.00				3	\$65,000.00	1	\$5,500.00			2	\$111,000.00	9	\$1,426,500.00	4
Nov									4	\$94,600.00	4	\$1,360,000.00					8	\$1,454,600.00	0
Dec	1	\$420,000.00							4	\$51,232.43	2	\$360,000.00					7	\$831,232.43	1
	14	\$6,660,000.00	6	12	\$2,741,000.00	1	2	\$130,000.00	66	\$1,528,141.47	21	\$4,274,620.00	2	\$1,715,000.00	4	\$153,000.00	114	\$17,201,761.47	29

### Strategic Objective Target(s):

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# Overview - Planning & Infrastructure

	Residential								Commercial		Industrial		Institutional		TOTALS <sup>96</sup>			
	Detached Dwelling		Duplex		Multi-Unit		Acc. Bldg/Other											
	#	Value	#	Units	Value	#	Units	Value	#	Value	#	Value	#	Value	#	Value		
Jan	1	\$425,000.00						6	\$15,803.43	2	\$9,500.00					9	\$450,303.43	
Feb								1	\$145,000.00	1	\$10,000.00					2	\$155,000.00	
Mar																0	\$0.00	
Apr																0	\$0.00	
May																0	\$0.00	
Jun																0	\$0.00	
Jul																0	\$0.00	
Aug																0	\$0.00	
Sep																0	\$0.00	
Oct																0	\$0.00	
Nov																0	\$0.00	
Dec																0	\$0.00	
	1	\$425,000.00	0	0	\$0.00	0	0	\$0.00	7	\$160,803.43	3	\$19,500.00	0	\$0.00	0	\$0.00	11	\$605,303.43

## 2023 DEVELOPMENT PERMIT STATISTICS

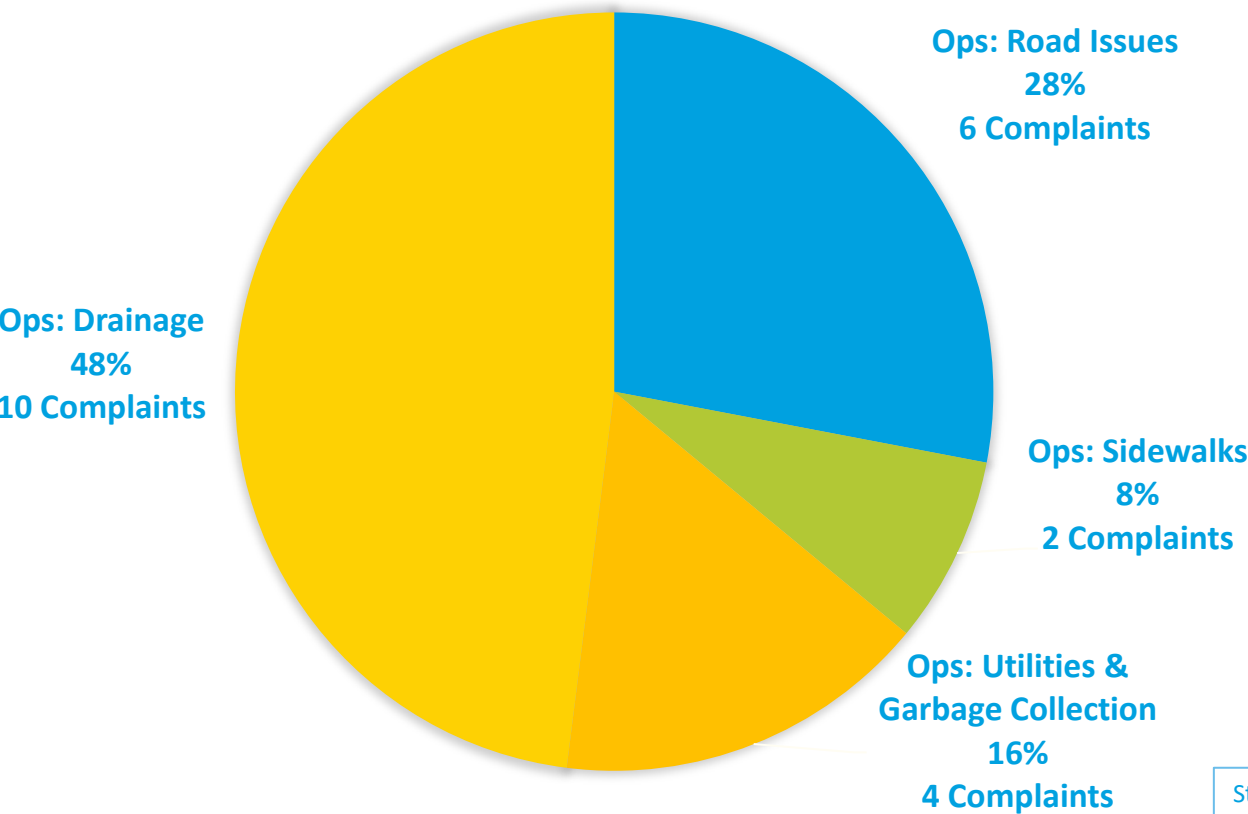
	Residential									Commercial		Industrial		Institutional		TOTALS		
	Detached Dwelling		Duplex		Multi-Unit		Acc. Bldg/Other											
	#	Value	#	Units	Value	#	Units	Value	#	Value	#	Value	#	Value	#	Value		
Jan	1	\$470,000.00	1	2	\$520,000.00	1	8	\$1,600,000.00	5	\$40,000.00	3	\$140,000.00				11	\$2,770,000.00	
Feb	1	\$475,000.00							3							4	\$475,000.00	
Mar	1	\$390,000.00							4	\$40,000.00	5	\$891,500.00	1	\$1,700,000.00		11	\$3,021,500.00	
Apr	2	\$755,000.00							7	\$197,321.04	1	\$125,000.00				10	\$1,077,321.04	
May									7	\$157,500.00	7	\$109,900.00	1	\$15,000.00		15	\$282,400.00	
Jun	1	\$700,000.00							11	\$60,246.00	2		3	\$50,000.00		17	\$810,246.00	
Jul	1	\$610,000.00							13	\$225,687.00	2	\$7,060.00				16	\$842,747.00	
Aug	1	\$600,000.00							6	\$50,500.00	1	\$2,120.00				8	\$652,620.00	
Sep	2	\$820,000.00							3	\$1,500.00	4	\$5,000.00				9	\$826,500.00	
Oct			1	2	\$375,000.00				10	\$37,788.00	4	\$300.00				15	\$413,088.00	
Nov	1	\$450,000.00							7	\$10,600.00	3	\$115,959.00	2		1	\$100,000.00	14	\$676,559.00
Dec	2	\$840,000.00							5	\$18,204.00	1	\$1,300,000.00				8	\$2,158,204.00	
	13	\$6,110,000.00	2	4	\$895,000.00	1	8	\$1,600,000.00	81	\$839,346.04	33	\$2,696,839.00	7	\$1,765,000.00	1	\$100,000.00	138	\$14,006,185.04

### Strategic Objective Target(s):

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# Service Delivery – Report a Problem – Jan-Mar 2024<sup>97</sup>



- Strategic Objective Target(s):
- ✓ Residents and Town staff actively communicate and engage with us through open dialogue
  - ✓ Our community is supported and enabled through skillful governance
  - ✓ Our thriving community is built on sound and collaborative relationships
  - ✓ Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens



# Service Delivery – Recycling Extended Producer Responsibility (EPR) Update

## Timelines:

- April 2025 – existing services transitioned
- October 2026 – add new services as required

## Service Contract Options with Circular Materials (two options):

- Payment to the Town, who then pays the collection contractor
- Payment made directly to service provider by Circular Materials

## Supplementary Considerations:

- Multi-family will be eligible to add on recycling in 2026
- Program requires that they need to collect glass and Styrofoam, they need to figure it out

## Next Steps:

- Circular Materials to provide sample contract language in the fall 2024
- Intent is to finalize agreements with all municipalities by the end of the year in preparation for transition in April 2025

### Strategic Objective Target(s):

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# Challenges & Solutions

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## Challenge #1

- Water loss and wastewater issues continue, insufficient funding available to perform significant remediation

## Solution

- Continue increased focus on targeted assessment practices to better inform budget and repair requirements

### Strategic Objective Target(s):

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# Challenges & Solutions

## Challenge #2

- Budget constraints for continually aging infrastructure (i.e. sidewalks, large pavement patches, catch basin repairs, hydrant repair, UT digs)

## Solution

- Consideration of alternative repair or preventative maintenance methods are required, in addition to more metric-based prioritization

Strategic Objective Target(s):

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# Challenges & Solutions

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## Challenge #3

- Lack of a functional asset management program leading to insufficiently informed decision making

## Solution

- Implementation of rigorous asset management program; including software and pertinent policies

Strategic Objective Target(s):

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# Health & Safety

	2023	2024	
	Total 2023 Entire organization	Q1 - Infrastructure Jan - Mar	YTD - Entire Org Jan - Mar
Incidents	42	1	5
Near Misses	7	0	2
Totals	7	1	7

Strategic Objective Target(s):

- ☐ Residents and Town staff actively communicate and engage with us through open dialogue
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# Future Needs

What are the next steps or goals for your department in the upcoming quarter?	<p>Continue with improving water loss and wastewater issues</p> <p>Continue to refine service levels</p> <p>Implement improved asset management practices</p>
Coming Services/Initiatives/Events/Engagements	<p>Extended producer responsibility program</p> <p>Spring cleanup program revision</p>
Top 3 Community issues	<p>Roads</p> <p>Water loss and I&amp;I</p> <p>Flooding</p>
Facility/Assets issues/Failures/Opportunities	<p>Opportunities – vapour study repairs, asset management/work order system, advanced inspection techniques</p>



Request for Decision

## Correspondence and Information

March 25, 2024

**RECOMMENDATION**

That the Correspondence and Information Report ending March 25, 2024, be received for information.

**STRATEGIC ALIGNMENT**

*Our residents and town staff actively communicate and engage with us through open dialogue.*

*Our community is supported and enabled through skillful governance.*

*Our thriving community is built on strong and collaborative relationships.*

**LEGISLATIVE AUTHORITY**

Council Communication Response Policy

**BACKGROUND**

The Correspondence and Information Report is a collection of general information received at the Town Office and is provided to the Council as information. The council may choose to provide directions to Administration on any item contained in this report.

LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:

ITEM #	FROM / TO	REGARDING
<b>A</b>	Olds and District Hospice Society	Hike for Hospice
<b>B</b>	Alberta Municipal Affairs	Assessment Model Review
<b>C</b>	Office of the Mayor	Letter to Renu Mathew

**FINANCIAL CONSIDERATIONS** ☐ Operating ☐ Capital ☒ Not Applicable

**KEY MESSAGES**

The Town is dedicated to building and maintaining a reputation as a transparent, authoritative, and engaged partner in the community and internally with employees.

**ATTACHMENTS**

1. The Correspondence and Information packet is attached.

CAO Review:	Brent Williams	Date: March 6, 2024
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# Hike for Hospice

Fun for  
the whole  
Family!!

Prizes  
for best costumes  
Theme - Superheros

Olds and District  
**HOSPICE  
SOCIETY**

**Sunday, May 5, 2024**

**9:30 registration @**

**OLDS -Holy Trinity Catholic School**

**DIDSBURY - Train Station**

**Hike in honour & memory of a loved  
one lost in support of palliative care**

[www.oldshospice.com/hike-for-hospice](http://www.oldshospice.com/hike-for-hospice)

[chpca.ca/hike](http://chpca.ca/hike)



**AMGEN**

**Nu2U**



INNOVATIVE  
MEDICINES  
CANADA



#hike4hospice

Registration is  
free online prior  
to the event

Town of Olds Regular Council Meeting Monday, March 25, 2024







# Hike for Hospice



Two Hikes, Two Locations, One Cause, Same Date, Same Time

## Sunday, May 5, 2024

9:30 - registration & coffee

10am - hike (1k, 3k, 5k)

11am - lunch

12pm - wrap up

**OLDS**- Holy Trinity Catholic School

**DIDSBURY** -Train Station

Theme - Superheros

Coffee, snacks and lunch provided

Register early online for free and start raising pledges.

[www.olds hospice.com/hike-for-hospice](http://www.olds hospice.com/hike-for-hospice)





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR113531

March 18, 2024

Dear Chief Elected Officials:

Municipal Affairs has been working with the Assessment Model Review (AMR) Steering Committee comprised of industry, assessors, and municipal partners, such as Alberta Municipalities and the Rural Municipalities of Alberta.

The committee was tasked with designing an engagement approach to update the regulated property assessment system. I support the approach and I am pleased to share that engagement will begin this year. We have a shared vision to ensure the AMR is deliberate, evidence-based, and stakeholder-driven.

The AMR will be a multi-year process to review the policies, procedures, and rates that form the regulated property assessment framework. We will engage with municipal associations, industry representatives, and professional assessors throughout the duration of the AMR.

The review of the foundational policies – principles, assessment year modifiers, and the policy document that determines how assessable costs are reported for major projects, the Construction Cost Reporting Guide – will occur in 2024. Any resulting policy and regulatory changes would not be implemented any sooner than 2025.

Reviews of the assessment models for individual property types will then occur from 2025 through 2027 in two stages. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue. Discussions of potential impacts will also include stakeholder-centered implementation strategies. To be clear, your municipality will be directly engaged on the overall results of the AMR and the potential impacts. The final decision by government on any changes to assessment models will be sought in 2028. Attached is a visual representation of the upcoming AMR engagement, and a frequently asked question document for your use.

Thank you for working in partnership with the province on this crucial task. Please continue to share your perspectives with both my department and your municipal association. I look forward to working with you and your municipal associations on this important initiative.

Sincerely,

Ric McIver  
Minister

.../2

-2-

cc: Chief Administrative Officers  
Tyler Gandam, President, Alberta Municipalities  
Paul McLauchlin, President, Rural Municipalities of Alberta

Attachments

- Infographic
- Assessment Model Review: Frequently Asked Questions



# Regulated property assessment model review (AMR)

The Assessment Model Review process will update Alberta's regulated property assessment system resulting in fairer valuation of regulated property.

## Stakeholder Engagement

### STAGE 1

#### Design the plan

2023



A stakeholder Steering Committee made up of industry, municipal, and assessment representatives designed an engagement process for the broader review.

### STAGE 2

#### Review foundational policies

March – December 2024



Confirm Principles



Recommend Assessment Year Modifier methodology



Review Construction Cost Reporting Guide

Before the assessment models for individual property types can be updated, regulated assessment policies must be reviewed first.

### STAGE 3

#### Update assessment models

Expected winter 2025 – summer 2027



Telecommunications & Cable



Railway



Electric Power



Machinery and Equipment



Pipeline



Wells

We will engage with a technical working group, comprised of stakeholder subject-matter experts to update the costs, practices, and technologies in the assessment model for each property type.

#### Group 1

winter 2025 to spring 2026

#### Group 2

spring 2026 to summer 2027

### STAGE 4

#### Consider the impacts

Expected summer 2027 – spring 2028



Municipalities and industry property owners will have the opportunity to provide input on assessment and taxation impacts, including how to best implement any shifts in assessment. The Steering Committee will review the engagement results and provide final recommendations to government.

Key municipal, industry, and assessment stakeholders will be engaged during each stage of the AMR process. For any questions, please contact the AMR Team at [ma.amr@gov.ab.ca](mailto:ma.amr@gov.ab.ca).

## Frequently Asked Questions

### Assessment Model Review

What are the properties that will be reviewed during the Assessment Model Review (AMR)?

Regulated properties, which include electric power systems, telecommunication and cable systems, pipelines, wells, and railway will be reviewed during the AMR process.

When will the results of the AMR be implemented?

Any government decisions on any changes to assessment models would be sought in spring or summer 2028, with implementation to follow.

The last model review was paused; how will this one be different?

In general, the previous attempts to review assessment models relied too heavily on a technical approach without a clear plan to broadly engage stakeholders in all phases of the process.

This one will be different, as this engagement approach seeks to mitigate potential controversy to the extent possible through a clear transparent stakeholder-driven process. Assessment discussions will be principle- and evidence-based, and will be separate from discussion of potential tax impacts and mitigation strategies for any resulting assessment changes.

The stakeholder steering committee that designed the engagement plan for this review will also work throughout the process to ensure the input of the represented stakeholders is considered, and will work according to jointly draft guiding principles to resolve challenges.

How are stakeholders able to participate?

Stakeholders are encouraged to provide feedback during each specific stage of the AMR process, either through their steering committee representative (list provided below) or by sending their comments to the AMR Team at [ma.amr@gov.ab.ca](mailto:ma.amr@gov.ab.ca).

How will we know the status/updates of the AMR process?

Status updates will be communicated to steering committee representatives (list provided below) and posted to the AMR website at <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Which groups are impacted by the AMR process?

Municipalities and regulated property owners may be impacted by changes in assessment values at the conclusion of the AMR process.

What are the timelines for the AMR process?

The review of AMR Principles, Assessment Year Modifiers, and the Construction Cost Reporting Guide will occur in 2024. Government will consider any resulting policy and regulatory changes in early 2025.

Reviews of the assessment models for individual regulated property types will then occur in two stages, from 2025-27.

Following this, we will begin broader engagement to comprehensively consider and understand the potential assessment and tax impacts of the new models. We will work with stakeholders to evaluate any mitigation or implementation strategies required.

Final government decisions on any changes to assessment models would be sought in 2028.

For further details please visit <https://www.alberta.ca/regulated-property-assessment-model-engagement>.

Have tax implications been considered for the AMR process?

Following preparation of new assessment models, broad engagement will be initiated with municipalities and industry groups. Stakeholders will have the opportunity to provide input during this stage of the process.

Final government decisions on any changes to assessment models would be sought after this input is received and considered.

Who is the main government contact for the AMR process?

To contact Municipal Affairs during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at [ma.amr@gov.ab.ca](mailto:ma.amr@gov.ab.ca).



Which stakeholder groups are represented on the steering committee?

The steering committee is comprised of representatives from the following organizations:

- Alberta Assessors' Association
- Alberta Federation of Rural Electrification Associations
- Alberta Municipalities
- Alberta Rural Municipal Administrators' Association
- Bell MTS
- Canadian Association of Petroleum Producers
- Canadian National Railway Company
- Canadian Pacific Railway Company
- Canadian Property Tax Association
- Canadian Renewable Energy Association
- Capital Power
- Chemistry Industry Association of Canada
- Explorers and Producers Association of Canada
- Federation of Gas Co-ops
- FORTIS Alberta
- Independent Power Producers Society of Alberta
- Local Government Administration Association of Alberta
- Northeast Capital Industry Association
- Pipeline Property Tax Group
- Rogers Communications
- Rural Municipalities of Alberta
- TELUS

Renu Mathew

Dear Renu,

On behalf of the Town of Olds Citizens and Council, I want to congratulate and thank you for sharing your passion of our community as you competed on The Great Pottery Throw Down.

Your amazing talent and heart for the artwork inclusion of the Town of Olds in your pottery is a true testament of your unwavering love for this community and its people. Your theme being focused on community is respected by all of us and shows a real devotion to our Vision: Alive with Opportunity.

We hope you can continue to inspire our youth to be brave and show their talents.

Yours In Community,



Her Worship

Mayor Judy Dahl



Request for Decision

**Reports from Council, Authorities, Boards Committees, and Commissions**

March 25, 2024

**RECOMMENDATION**

**That the reports from Council, Authorities, Boards, Committees and Commissions ending March 25, 2024, be received for information.**

**STRATEGIC ALIGNMENT**

*Our community is supported and enabled through skillful governance.  
Our thriving community is built on strong and collaborative relationships.*

**LEGISLATIVE AUTHORITY**

Excerpt from Council Member Appointment Policy:  
Members of Olds Town Council are appointed to Authorities, Boards, and Commissions annually.  
Authority, Board, Commission (ABC)” means a committee that is granted the authority by Council to make decisions on behalf of Council to which elected officials are appointed to at the Town of Olds Organizational Meeting.

**BACKGROUND**

Local councils have many responsibilities and appointments that require time, commitment, and attention. Appointments to boards and committees are supplemented by meetings, workshops, training, conferences, and seminars. When it comes to regional, provincial boards and committees, council appointees work with teams of professionals to find solutions to problems, create innovation, and lobby for support. Working to improve the quality of life for citizens of the community.

**FINANCIAL CONSIDERATIONS** ☒ Operating ☐ Capital ☐ Not Applicable

Details: Council expenses are funded by Council professional development plans.

**KEY MESSAGES**

The appointment of elected officials to the various, authorities, boards, commissions, and committees provide for the interest of the town to be expressed and to provide a direct communication link on matters that Council as a whole, should be informed of.

**ATTACHMENTS**

1. Reports package attached.

CAO Review:	Brent Williams	Date: March 20, 2024
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## Council Report to March 25, 2024

Submitted by Councillor Wanda Blatz

- Attended Regular Council meetings.
- Attended the South Red Deer Regional Waste Water Commission(SRD) strategic planning session Feb. 16/24. Morning session each member municipality presented on behalf of each community. Afternoon commission members discussed strategic plans for the commission.
- Feb 21-22/24 attended the Priority Setting Session with all council and administration present. Facilitated by Ian McCormick from Strategic Steps Inc. Council discussed setting priorities to align with strategic plans, budget planning and asset management plans.
- March 1/2024 attended AB Muni's presentation on the 2024 Government of Alberta Budget. The presentation included discussion on the changes to LGFF, Education requisitions, Alberta Health Services, focus on housing, infrastructure challenges facing all communities.
- March 4/24 attended the Committee of the Whole Meeting (COTW)
- March 6/24 attended the MVRWC Drought Committee meeting, discussions on updates on the Drought sharing meeting, negotiations on water sharing agreements which negotiations are being discussed, water usage survey from each member community, updates on regional users. This is an ongoing discussion as to how the process will evolve.
- March 8/24 attended the Mountain View & Neighbors Women in Business Celebration celebrating business women in Mountain View Count, Kneehill County, Clearwater County and urban communities within them. Camille Labreque received the Visionary Young women award, Women of Influence awarded to Cheri Foat, Letia Gole received the Business Women Award. Guest speakers included MLA Jason Nixon, MLA Nathan Cooper, Minister Tanya Fir, Arts, Culture & Status of Women. Keynote Speaker Vanessa White executive director of Clean Technology Alberta Innovates.
- Attended Spring Municipal Leaders Caucus March 13, 14, 15 in Edmonton. Conference opened with greetings from AB Muni's President Tyler Gandom, welcoming all urban and rural municipalities in attendance.
  - o Minister of Municipal Affairs, Ric McIvor delivered greetings and an update from the provincial government. Minister McIvor discussed the LGFF funding for municipalities starting at 722M for 2024. Discussed the challenges aging infrastructure compounded by inflation are effecting all communities. The investment this government has dedicated to health care facilities and the recruitment and retention of both Doctors and Nurses. Investments in education building new schools. Touched on the changes to the Local Authorities Election Act, comments included that no municipal party will have any affiliations with either a provincial or federal party.
  - o Afternoon session started with a discussion on drought in Alberta in 2024. Challenges with a warm, dry winter, water conservation, water storage. Updates from Alberta Environment on the forecasted situation, collaboration with key water license holder and stakeholder.
  - o Next topic political discourse and the effects on municipalities, panel discussion on how to have constructive dialogues on local issue, giving municipal officials the opportunity and tools to have healthy debates.
  - o Discussion on past adopted resolutions, past and present. How to draft resolutions and the resolution process
  - o "Mingle in the Municipality" group discussions with peer municipalities, discussing issues, brainstorming solutions. Grouped with the communities for Blackfalds, Rocky Mountain House, Falher the County of Clearwater. We discussed the issues facing all communities, topics included infrastructure challenges, taxation rates, policing, communications between urban and rural municipalities.
  - o Friday Session started with remarks from the opposition party, Kyle Kasawski, Municipal Affairs Critic for NDP.

- The Minister dialogue session, gave municipalities the opportunity to ask ministers questions.
- Premier Danielle Smith addressed the group, discussing fiscal sustainability, health care, education. Following her address there was a question-and-answer session. This conference was an excellent opportunity for collaboration between municipalities and networking opportunities.

Submitted by,

Wanda Blatz

## REPORT TO COUNCIL- March 25, 2024

### James Cummings

- Alberta Provincial Budget Assessment from Albert Municipalities
  - There were no real take away from this meeting. AB Municipalities continues to comment that the Province is short changing municipalities with no plans other than advocate for more money to solve this problem.
  - Seems to focus on solving problems that are not within the purview of municipal governments. (Homelessness, mental health, etc..)
- COTW
  - Discussed the RCMP Priorities and focused on the narrowing of this guidance to the local detachment.
  - Director Pedro mentioned that he is working of developing an asset deficiency report.
- Drought MGT discussion by GoA
  - A focus on being more efficient with our water use.
  - Minister Sigurdson mentioned the \$5mllion ear marked for a second reservoir on the Red Deer River.
  - Priority of the Province to get as much water as we can to as many people as possible.
  - Examples: the daily water consumption in Okotoks is 173L per capita whereas the daily water consumption in Calgary is 350L per capita.
  - Edmonton's recent water emergency, which facilitated mandatory water restrictions only reduced water use by 10%.
- AGM Chamber of Commerce
- Spring Leadership Caucus
  - extremely well run event with a lot of good take aways. Very good professional development opportunities.
- Chamber of Commerce monthly meeting.
  - Lots of events planned and more information will be released by the Chamber soon.
- Ministry of Municipal Affairs survey on Intermunicipal Collaboration Framework
- RDRMUG
  - RMA passed a motion which may unintentionally support the development of a second reservoir on the Red Deer river.
  - Gleniffer Reservoir at 46.28% as of Thursday 21 March 2024
  - Special Areas Irrigation project has been accepted by the provincial government as complete and will now wait for a decision. Should not be approved until after the drought as no new water licences are being issued.



## Councillor Daley Report

March 15, 2024

- Attended Olds Council Priorities Sessions Feb 21 and 22<sup>nd</sup>.
- Attended Alberta Muni's webinar on Alberta 2024 Budget March 1st
- Attended Committee of the Whole meeting on March 4<sup>th</sup>.
- Attended Economic Development Advisor Committee Meeting on March 5<sup>th</sup>.

# Council Committees/Boards Report

Submitted by Councillor Heather Ryan

**Mountain View Seniors Housing:** The 2024 Provincial budget was “historic” for Alberta Seniors and Community Housing and a huge thank you goes out to Minister Jason Nixon for responding to the need for additional funding especially in the area of the Lodge Assistance Program (LAP) grant, which will be increasing for 2024-25 from \$13.23 a day to \$20.50.

As well, housing portfolio operating budgets will be increasing, and there will be \$40 million more for Capital Maintenance and Renewal. The Rent Assistance Program will add another 550 units eligible for support, and administration fees for Housing Management Bodies, of which MVSH is one, will increase this year.

Further, the Lodge Review is underway and MVSH CAO Stacey Stilling has been appointed to this panel providing a local voice but also years of industry experience and knowledge.

On March 11-13, I attended the Alberta Seniors and Community Housing Association annual convention in Calgary, which included an address from Minister Nixon, and I participated in several education sessions on various industry related topics – Using Community Housing to Improve Wellness, Industry Trends and Topics, Small Home Long-Term Care and Supports for Seniors.

**Special events:** As deputy-mayor I presented greetings and congratulations on behalf of the mayor, council and our administration on 10 years of success and transition into a new future as the Olds & Area Pregnancy Care Centre at its annual fundraiser on March 7 – MP Earl Dreeshen and MLA Nathan Cooper also spoke at this event.

Attended the Women’s International Day celebration and awards event held in Olds on March 8 that saw Minister of Arts, Culture and Status of Women Tanya Fir (above) and Minister of Seniors and Community Housing Jason Nixon address participants on the impact women have made in Alberta.



**Alberta Municipalities Leaders’ Caucus:** The Alberta Municipalities Leaders’ Caucus was held March 14-15 in Edmonton. Municipal Affairs Minister Ric McIver spoke about LGFF – the starting point remains unchanged for 2024 at \$722M (about \$1 billion lower than AB Munis had been advocating for).

However, being tied to the provincial surplus it is expected to be up 14% in 2025 and possibly down 2% in 2026, he said.

The government has also earmarked \$60 over three years for Local Growth and Sustainability and will be looking to AB Munis to provide input on how this rolls out.

On political parties in municipal politics, he noted that no one will be required to run in a municipal election under a political party, and no current federal or provincial parties will be involved at the municipal level.

A key education session involved eye-opening information on drought conditions province-wide – many reservoirs are below normal; snowpack is below normal; and the forecast is for hot dry weather ahead. The province is in full-on preparation mode and municipalities need to be as well for water conservation programs and understanding their water licensing.

Another session dealt with fostering respect – how public discourse is taking its toll, but also some municipalities are facing discourse among members of their own council. Some suggestions to deal with that included being professional and respectful, creating a public participation policy, and being proactive on getting information out to the public.

Also discussed were changes for submitting resolutions and assistance that AB Munis can provide in wordsmithing resolutions, and participants provided feedback on areas where AB Munis could be of further assistance to municipalities.

The event closed out with an address by both Premier Danielle Smith and the Opposition, and two sessions with upwards of 16 Ministers who answered a variety of questions on topics from LGFF and FCSS to affordable housing and transportation raised by the AB Munis membership. All in all, I found the Leader's Caucus informative and a positive networking and learning experience.



**Also attended:** Regular council, Alberta Municipalities webinar on the provincial budget, and chaired the inaugural meeting of the Committee of the Whole (COTW).

## Darren Wilson Council Report for the period ending March 20, 2024

- 1) Alberta Municipalities Provincial Budget Debrief
  - a. LGFF funding to municipalities continues a shortfall of approximately \$1bln.
  - b. Funding to municipalities not keeping pace with inflation + population growth
  - c. Education tax rate will increase after being frozen for 3 years.
  - d. With property assessment increasing, equivalent of a 9.2% education rate increase even though the K-12 budget \$ funding increase is 4.7%.
  - e. Introduced Local Growth & Sustainability Grant – details/criteria yet to be finalized.
- 2) Attended Mountain View Region Water Commission Drought committee meeting. Focus on understanding current Water Commission member water consumption rates. Discussion on educating and informing public regarding water conservation. Discussion on potential water sharing agreements.
- 3) Participated in Government of Alberta Zoom information meeting with representatives from agriculture; forestry & parks and environment. Many rivers and reservoirs, particularly in southern and eastern portion of province are at historically low levels. Conditions could improve slightly depending on spring snow and rain events, although water conservation and usage will continue to be critical through summer 2024. Challenge will be to balance basic human needs with livestock/agriculture and industrial water requirements.
- 4) Municipal Leaders Caucus March 15-16. Key messages:
  - a. Now is time to be laser focused on delivery of services efficiently and effectively
  - b. Wildfires and drought – hope is not a plan. Dedicated funding in provincial budget
  - c. \$60 mln Local Growth & Sustainability Grant. \$20mln/yr over 3 years
  - d. Housing – need to look at zoning and timely approvals to facilitate projects
  - e. Province looking at restrictions with respect to political parties at municipal level
  - f. It is not the intention to have party affiliation at municipal level
  - g. Any legislation introduced will be with intent to ‘lower temperature’ in this area
  - h. If you want to go fast, go alone; if you want to go far, go together
  - i. Water management and focus on south & southeast part of province
  - j. Hotter, drier weather compounded with increasing population
  - k. Some reservoirs at historic lows
  - l. Approach is to prepare for extreme drought –
  - m. Concern expressed for degradation of public discourse. Respectful debate is healthy, but when the line is crossed into vitriol and personal attacks, the negative impacts and consequences are far ranging
- 5) Olds Fibre Limited Board Meeting.
  - a. TV implementation in Town of Olds approximately 97% complete
  - b. 2023 Financial Audit and review underway
  - c. OFL Board continues to develop strategy for O-NET operations going forward

**Annual STANDING MEETINGS / conferences**

- MAR 4 – Committee of the Whole (COTW) first meeting held and replaces Council Policies & Priorities meeting. A rotation of Deputy Mayors will chair meetings.
- MAR 7 – Mid-Sized Towns Mayors Caucus (MTMC) held first roundtable meeting and agreed LGFF will be our priority #1. We will create a LGFF sample template for all member municipalities to input facts about our LGFF and MSI funding in order to seek to understand our future. Next meeting will be held in May and policy statement will be discussed on consistent messaging by MTMC members.
- MAR 11 & MAR 25 – Regular Council Meeting
- MAR 13, 14 & 15 – Spring Municipal Leaders Caucus held in Edmonton. Ministers in attendance included: 1<sup>st</sup> Session Mclver, Ellis, Amery, Williams, LaGrange, Yaseen, Nicolaides, Sawhney, Wilson, Nixon and Schulz. 2<sup>nd</sup> Session Mclver, Horner, Glubish, Neudorf, Dreeshen, Sigurdson, Jean and Nally. The Ministers Dialogue sessions included these (18) Ministers who truly answered each elected official question in detail. I applaud Municipal Affairs Minister, Ric Mclver on his organization of everyone. Presentations included Drought outlook, fostering respect in polarized communities, crafting resolutions, joint table discussions on municipal issues, brainstorm solution and feedback on ABMunis advocacy, events and communications. Closing we heard Premier Smith state time is valuable for all Ministers at ABMunis Municipal Leaders Caucus. Premier continued with updates and answered questions from the floor.
- MAR 21 – Minister Mclver- Intermunicipal Collaboration Framework Survey. Met with council members to complete survey feedback on future legislative changes to consider: required content of ICF's; ICF agreement duration; cost calculations; mediation and arbitration and enforcement.

**HIGHLIGHTS**

- MAR 1 - ABMunis Report on Alberta 2024 Budget - On February 29, the Government of Alberta released its budget for the 2024-25 fiscal year. The team conducted a comprehensive analysis and released a report the day after that outlines how the 2024-25 provincial budget will support all municipalities. Olds continues to follow outcomes that pertain to our community.
- MAR 8 – attended the first Mountain View & Neighbours Women In Business to celebrate International Women's Day. Minister Jason Nixon ( Seniors, Community & Social Services) opened awards. MLA Nathan Cooper & Speaker of Legislative Assembly introduced Minister Tanya FIR Minister of Arts, Culture & Status of Women. Event was well attended congratulations in order to all women nominees and award winners.
- MAR 16 – Mechanical Contractors Association of Alberta curling bonds build greetings. They are a unified voice serving the interests of mechanical contracting industry. Twelve teams participated and many patronized our local restaurants and businesses.
- MAR 20 – Mount View Lodge attended the special presentations on behalf of Olds to milestone birthdays to four residents, two of which are amazing centenarians. Residents received certificates and a town of old blanket.



## ADMINISTRATION OFFICE

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### BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of February 15, 2024.

#### Key Messages

- The Board held their regularly scheduled meeting in-person at the MVSH Administration Office Boardroom in Olds, Alberta from 1:00-4:00 pm.
- The Board was pleased to see that there is continued progress on updating and creating new policies that will enhance the organization's governance and operations.
- The Board had a presentation from the MVSH Director of Facilities, which included the Maintenance year end report, and were delighted that there was an overall savings in excess of \$10,000 in 2023.
- The Board was impressed to see that the renovations at Chinook Winds Lodge in Carstairs are going well. It noted that the updated appearance of the renovated suites and common areas look fantastic.
- The Board noted that the overall percent for occupancy levels in our Lodge program is in the mid-high 90's and look forward to seeing this trend continue.
- The Board was pleased to see that the Debt Service Coverage Ratio is improving.
- The Board noted that the Asset Transfer Committee continues to discuss the potential opportunities and that the process is moving forward.
- The Board expressed their delight and intent to nominate CAO, Stacey Stilling for the Women of Influence Award from Mountain View and Neighbors Committee for International Women's Day.

#### Next MVSH Board Meetings

The next regular Board meeting will be held on Thursday, March 28, 2024 starting at 1:00 PM in the MVSH Administration Offices boardroom in Olds, Alberta (or by Zoom Conference Call if required).

*If you require any information or there are any questions related to this communication please contact a Board Director or Stacey Stilling, CAO for MVSH at 403-556-2957 or by email at [stacey.stilling@mvsh.ca](mailto:stacey.stilling@mvsh.ca)*





Request for Decision  
Chief Administrative Officer Report  
March 25, 2024

**RECOMMENDATION**

**That the Chief Administrative Officer Report be accepted for information.**

**STRATEGIC ALIGNMENT**

Our residents and town staff actively communicate and engage with us through open dialogue.  
Our community is supported and enabled through skillful governance.  
Our thriving community is built on strong and collaborative relationships.  
Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens.

**LEGISLATIVE AUTHORITY**

Municipal Government Act Division 9, Part 6, Section 208(1)

**BACKGROUND**

One of the Chief Administrative Officer’s responsibilities is to advise and inform the council on the operations and affairs of the municipality. CAO Williams will present his monthly report to council for their information.

**FINANCIAL CONSIDERATIONS**   ☐ Operating   ☐ Capital   ☒ Not Applicable  
Details:

**KEY MESSAGES**

A Chief Administrative Officer’s responsibility is to advise and inform the council on the operations and affairs of the municipality. The CAO Verbal Report is meant to provide information to Council that is more routine in nature and does not require a decision from Council.

**ATTACHMENTS**

**1. Action Items**

CAO Review:	Brent Williams	Date: March 19, 2024
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# Council Action Items

125

Number	Item	Date Added	Status	Note
2023-06	Research changes to approvals in Direct Control Districts	8-May	Incomplete	<i>LUB Amendemnt TBD</i>
2023-15	<b>Advertise Reporting Procedure for Bylaw Complaints</b>	2-Oct	Complete	
2023-16	<b>Compensation and Benefits Review Presentation</b>	2-Oct	Complete	
2023-17	<b>Housing Incentive Policy Update</b>	2-Oct	Complete	
2023-18	<b>Vapour Testing Report</b>	2-Oct	Complete	
2023-20	Hiring and Onboarding Procedures	2-Oct	Incomplete	<i>Completion by July 2024</i>
2023-21	<b>Professional Development Procedure</b>	2-Oct	Complete	
2023-22	<b>Residential Incentive Changes</b>	2-Oct	Complete	
2023-23	<b>Advertise ME Complaint process to the public</b>	13-Nov	Complete	
2023-24	<b>Bylaw officer to SLR for discussions</b>	13-Nov	Complete	
2023-25	<b>Off site levy impacts on land costs</b>	13-Nov	Complete	
2023-26	<b>Provide Utility Bill Reduction Options</b>	13-Nov	Complete	
2023-27	<b>Prepare a summary of carbon tax impact on Town finances</b>	22-Nov	Complete	
2023-28	<b>Provide policy options for staff at top of salary grid</b>	22-Nov	Complete	
2023-39	Sportsfield Classification System - add to policy/procedure	11-Dec	Incomplete	
2024-01	<b>Update Partners on Website: Re, Uptowne</b>	8-Jan	Complete	
2024-02	Bring forward further information for disucssion on drought potential	12-Feb	Incomplete	
2024-03	<b>Council appointment to the Community Futures Central Alberta (CFCA) Board</b>	12-Feb	Complete	
2024-04	Notice of Motion: Councillor Salary Options	12-Feb	Incomplete	<i>May 27th Regular Meeting</i>
2024-05	Rotary Park Jump Track Report	12-Feb	Incomplete	<i>By June 30th</i>
2024-06	<b>Bring forward high density housing changes</b>	4-Mar	Complete	<i>First Reading: March 22</i>