



**Regular Council Agenda
for Monday, September 14, 2020 at 1:00 p.m.
to be held through Electronic Communications
to be held in the Council Chambers,
Town Office at 4512 – 46 Street, Olds, AB**

As of March 27, 2020 the *Meeting Procedures (COVID-19 Suppression) Regulation* was enacted to assist local municipal governments meet *Municipal Government Act* legislative requirements for holding Council meetings.

This meeting will be held without the public body present at meeting location and is being electronically communicated through ZOOM MEETINGS. The PUBLIC will have opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the **Meeting ID 829 5537 0195 and then Password 990364** to listen in to the live meeting.

1. CALL TO ORDER

A.) ADDED ITEM(s)

B.) ADOPTION OF THE AGENDA

2. ADOPTION OF PREVIOUS MINUTES

Pages 3-16 2A) Regular Council Meeting Minutes – August 24, 2020
Special Closed Council Meeting “A” Minutes – September 1, 2020
Special Closed Council Meeting “B” Minutes – September 1, 2020
Special Closed Council Meeting Minutes – September 9, 2020

3. PRESENTATION AND DELEGATIONS

Pages 17-20 3A) Olds Institute Community Lifestyles Delegation

4. BUSINESS ARISING OUT OF MINUTES

5. BYLAWS

6. UNFINISHED BUSINESS

7. NEW BUSINESS

Pages 21-23 7A) Council Policy 103C Terms of Reference
Pages 24-26 7B) Council Policy 104C Letters of Support
Pages 27-29 7C) Council Policy 105C Communication and Response
Pages 30-33 7D) Council Policy 108C Civic Recognition
Pages 34-36 7E) Council Policy 109C Recognition of Departing Elected Officials
Pages 37-39 7F) Council Policy 113C Public at Large
Pages 40-42 7G) Council Policy 501C Utilities Policy
Pages 43-44 7H) Council Policy 1001C Tourism

Pages 45-47	7I) Council Policy 1002 Economic Development
Pages 48-50	7J) Council Policy Repeal
Pages 51-54	7K) Orange Day Proclamation
Pages 55-56	7L) Special Closed Council Meeting – September 14, 2020 at 6 p.m.

8. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

Pages 57-152 8A) Reports from Council, Boards and Committees

9. QUARTERLY FINANCIAL POSITION UPDATE

10. CORRESPONDENCE AND INFORMATION

Pages 153-185 10A) Correspondence and Information

11. ADJOURNMENT

PUBLIC INFORMATION:

Media Scrum: any questions arising from the media can be sent to our 'Communications Coordinator' at communications@olds.ca and they will be forwarded on to the person addressed.

CLOSED SESSION INFORMATION:

When Council goes into a **CLOSED SESSION**, meeting attendees have two options for continued participation in the virtual Council meeting:

- 1) You may click on the 'leave meeting' button and leave the meeting and then watch our Town of Olds Website and Facebook pages for **LIVE Updates** as to when Council will return. Administration will post when the meeting will reconvene and the meeting attendees are able to re-join the virtual meeting at that time; *or you may*
- 2) Stay online in the virtual meeting platform, and Administration will move all meeting attendees into the meeting 'waiting room', while Council is in their **CLOSED SESSION**. Once Council has returned, all meeting attendees in the 'waiting room' will be brought back into the open meeting forum.

For a member of the public to speak to Council during a Council meeting, the item for discussion must fall under either one of the two excerpts noted below, as per the Town of Olds Procedural Bylaw.

Queries to Council during Council Meetings:

Excerpts from Town of Olds Procedural Bylaw

Conduct of Meetings

4. The Mayor or other presiding Chair may, upon request of a member of Council, authorize a person in the public gallery to address Council, but only on the topic being debated at that time in the meeting and with time limits specified by the Mayor or other presiding officers.

Delegations

4. Delegations who have not submitted a written letter may be granted by the Mayor or other presiding officer a brief opportunity to outline the matter they wish to present to Council, and following that outline, the Mayor or other presiding officer shall determine if the delegation is to be granted time to present the matter outlined.

Queries to Council can be sent via email during the Council meeting to legislative@olds.ca



Request for Decision

3

Adoption of Meeting Minutes**2A**

September 14, 2020

RECOMMENDATION

That the minutes from the August 24, 2020, regular Council meeting be adopted as presented.

That the minutes from the September 1, 2020, Special Closed Council Meeting "A" be adopted as presented.

That the minutes from the September 1, 2020, Special Closed Council Meeting "B" be adopted as presented.

That the minutes from the September 9, 2020, Special Closed Council meeting be adopted as presented.

STRATEGIC ALIGNMENT

The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made. The Town of Olds is committed to transparent and inclusive processes that are responsive and accountable.

LEGISLATIVE AUTHORITY

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

The chief administrative officer must ensure that

(a) minutes of each council meeting

(i) are recorded in the English language without note or comment,

(ii) include the names of the councillors present at the council meeting,

(iii) are given to council for adoption at a subsequent council meeting, and

(iv) are recorded in the manner and to the extent required under section 230(6) when a public hearing is held;

Town of Olds Procedural Bylaw 2019-22.

BACKGROUND

The purpose of this RFD is to adopt the previous minutes of Council as described in the Municipal Government Act and the Town of Olds Procedural Bylaw.

RISK/CONSEQUENCES

1. By not approving the previous meetings minutes, Council would then not approve the decisions they made, as recorded and no motion would be actioned by administration.
2. The minutes of the Council meetings can be adopted as amended; Council would need to be specific in an amendment to the recording of the previous meetings minutes.

FINANCIAL CONSIDERATIONS – N/A**ATTACHMENTS**

1. Prior to Adoption: Regular Council meeting minutes of August 24, 2020.

2. Prior to Adoption: Special Closed Council Meeting A minutes of September 1, 2020
3. Prior to Adoption: Special Closed Council Meeting B minutes of September 1, 2020
4. Prior to Adoption: Special Closed Council Meeting minutes of September 9, 2020

Author:	Marcie McKinnon Legislative Clerk	Date: September 11, 2020
CAO Signature:	Electronically Approved	Date: September 11, 2020

Minutes of the Town of Olds Regular Council meeting held **electronically** on Monday, August 24, 2020 at 1:00 p.m. through the Council Chambers, at the Town Municipal Office.

This Town of Olds Council meeting was held without the public body present at meeting location and was electronically communicated through ZOOM MEETINGS. The PUBLIC had the opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted entering the Meeting ID 896 2308 1622 and then Password 864892 to listen to the live meeting. Queries to Council were to be sent via email during the Council meeting to legislative@olds.ca there were zero queries received during the meeting.

PRESENT – ELECTED OFFICIALS:

In the Chair, Mayor Michael Muzychka (from Council Chambers)

ELECTRONICALLY PRESENT – ELECTED OFFICIALS:

Councillor Debbie Bennett, Councillor Wanda Blatz, Councillor Mary Jane Harper, Councillor Mary Anne Overwater, Councillor Heather Ryan and Councillor Mitch Thomson.

ABSENT– ELECTED OFFICIALS:

PRESENT for the Regular meeting of Council – STAFF:

Chief Administrative Officer, Michael Merritt (from his Town office) and Shaun Fox, Human Resources Advisor (from Council Chambers)

ELECTRONICALLY PRESENT – STAFF:

Doug Wagstaff, Director of Community Services; Sheena Linderman, Director of Finance; and Marcie McKinnon, Legislative Clerk.

1. CALL TO ORDER

Mayor Muzychka called the meeting to order at 1:01 p.m.

A.) ADDED ITEM(s)

Councillor Harper requested a closed session be added for two items under FOIP Section 17 - Disclosure harmful to personal privacy. (Council only)

Councillor Overwater requested a closed session for an item under FOIP Section 25 - Disclosure harmful to economic and other interests of a public body.

Mayor Muzychka noted these items will be added to the end of the agenda under a closed section.

B.) ADOPTION OF THE AGENDA

Moved by Councillor Ryan, “to accept the Regular Council meeting agenda for Monday, August 24, 2020 as amended.”

Motion Carried 20-284

2. ADOPTION OF PREVIOUS MINUTES

Regular Council Meeting Minutes – July 13, 2020

Moved by Councillor Blatz, “that the minutes from the July 13, 2020 regular Council meeting be adopted as presented.”

Motion Carried 20-285

Special Closed Council Meeting Minutes – August 17, 2020

Moved by Councillor Overwater, "that the minutes from the August 17, 2020 Special Closed Council meeting be adopted as presented."

Motion Carried 20-286

3. PRESENTATION AND DELEGATIONS

4. BUSINESS ARISING OUT OF MINUTES

Councillor Blatz referenced the July 13, 2020 minutes and asked if Councillor Thomson has made application to court of Queen's Bench.

Councillor Thomson indicated that yes he has met with lawyer and that application is proceeding.

Councillor Harper referenced the same minutes and indicated it is noted in the minutes, 'that Councillor Thomson was seeking clarity on the Act and if he was no longer eligible to be a Councillor and if he was no longer eligible to run in the next election, that he would resign immediately' and asked if he has sought legal advice on that?

Councillor Thomson, indicated that he has met with lawyer and the lawyer is submitting an application on his behalf, and at this point, he doesn't feel it is required.

Councillor Blatz asked if the Citizens Committee has been contacted.

CAO Merritt indicated they have been communicated with and provided with documents as necessary. The Council interview is one avenue the committee can use.

5. BYLAWS

5A) Bylaw 2020-10 Municipal Planning Commission Amendment Bylaw

CAO Merritt spoke to the amendments made to the bylaw on the Municipal Planning Commission are in respects to the administration support to the committee only, and are minor in nature, and during this time of COVID it will assist in managing staff to provide the necessary support to the commission.

Moved by Councillor Thomson, "that the Municipal Planning Commission Amending Bylaw 2020-10 be given first reading."

Motion Carried 20-287

Moved by Councillor Bennett, "that the Municipal Planning Commission Amending Bylaw 2020-10 be given second reading."

Motion Carried 20-288

Moved by Councillor Blatz, "that the Municipal Planning Commission Amending Bylaw 2020-10 be given unanimous consent for third reading."

Motion Carried 20-289

Moved by Councillor Ryan, "that the Municipal Planning Commission Amending Bylaw 2020-10 be given third reading."

Motion Carried 20-290

6. UNFINISHED BUSINESS

7. NEW BUSINESS

7A) Inter-municipal Development Plan (IDP) Annexation – Notice of Intent

CAO Merritt indicated the motions are part of the formal paperwork to move forward in the annexation process. Mr. Craig Teal, with Parkland Community Planning Services joined the

meeting and spoke on the process.

Moved by Councillor Harper, "that Council accepts the Notice of Intent to Annex Lands as presented."

Motion Carried 20-291

Moved by Councillor Bennett, "that Council authorizes Administration to submit the Notice of Intent to the Municipal Government Board and Mountain View County thereby starting the formal annexation process."

Motion Carried 20-292

Moved by Councillor Overwater, "that Council authorizes Administration to forward copies of the Notice of Intent to the local MLA and affected local authorities."

Motion Carried 20-293

7B) Fire Training Facility Propane Prop Lease

Olds Fire Chief, Justin Andrew spoke to Council on propane prop lease and the opportunity to save money as contained in the agenda package. Chief Andrew noted it was approved in the 2020 Capital budget on December 9, 2019 was "Training facility upgrades" for the fire department of \$60,000. These upgrades were needed in order to maintain our accreditation with the provincial government. The upgrades that were required to meet the accreditation standards was to add a live propane fire training system to the existing fire training facility.

The Olds fire department has had this piece of equipment (Draeger System 64) as a demo unit for the last year at no charge, as there was intent to purchase the device.

With COVID pressures there was a budget adjustment done moving the purchase of this equipment to the 2021 capital budget year, under the assumption that we could continue demoing the unit in the interim (2020) to meet our accreditation requirements.

Chief Andrew spoke to some consequences if we choose to not keep the equipment, the opportunity to retain the device is lost which will cause our training facility to lose its accredited status to provide fire fighter training. This will increase training costs exponentially, as fire fighters would have to travel to another community and rent a facility in order to be certified. The ability to obtain a unit in a "used" condition would be lost, and if accreditation is sought for the facility a "new" unit would need to be sourced at a projected cost of over double what is being asked.

And the Chief touched on a few of the benefits of keeping the proposed lease as it will provide excellent financial investment to keep training local, affordable and will ensure that fire fighter training will continue to be certified and current for all members. This will provide effective service to the community and our surrounding area.

Moved by Councillor Overwater, "that Council authorizes the reallocation of operating expenses (2020) towards the 2 year lease of the Draeger System 64 propane fire training prop in a used condition, with the intent to buy outright at the end of the lease term."

General Council conversation on lease (no interest), cost of new equipment, equipment life span, and accreditation/training.

Motion Carried 20-294

7C) 2020 By-Election - Report to Council – Update

CAO Merritt narrated the following UPDATE report to Council:

After the July 13, 2020, regular Council meeting, the "Report to Council" was released in a press release, and the July 13, 2020 agenda package on the Town's website was updated to include the item as presented to Council at the meeting, in accordance with the LAEA.

On July 13-14, 2020, Administration received three emails and three phone calls requesting to see the financial disclosure of the candidates. Administration considered the volume of requests, and determined all disclosure will be redacted in accordance with FOIP, and released on the Town of Olds website, this was done on July 14, 2020.

On July 16, 2020, a report was submitted to the Elections Commissioner for Elections Alberta in accordance with the LAEA.

On July 20, 2020, Legislative Clerk, Marcie McKinnon communicated with and provided information to the investigator from Elections Alberta.

On July 24, 2020, Mr. Darcy Dobush provided his Form 26 and \$500 late filing fee to the Town.

Moved by Councillor Blatz, "that Council accept the update on the 'Report to Council' as presented in this *Request for Decision*, for information."

Councillor Blatz noted that on July 16, the report was submitted to Election Alberta and on July 20, Ms. McKinnon communicated with the investigator, she asked if they are privy to know if the investigation is completed or ongoing.

Legislative Clerk, Marcie McKinnon indicated that at this time, no report has been received back. And explained the process, that the Election Alberta Investigator submits a report to the Elections Alberta Commissioner, who then reviews the complaint and will provide a decision or final outcome of that report.

Motion Carried 20-295

7D) 2020 By-Election - Financial Breakdown

CAO Merritt spoke to the financial breakdown as contained in the agenda package and indicated that the total cost to run the election was \$20,051.55 broken down as follows:

\$671.45 (hall rental and food service)
\$6,471.00 (voting equipment)
\$45.92 (office supplies)
\$150.00 (estimated in-house printing costs for (2500) Form 13
\$2,952.88 (election overtime 56.88 hours for all 11 staff members) \$1,946.05 (newspaper advertising costs)
\$7,814.25 (Council Orientation/Training was held with Brownlee, this orientation is required by the Municipal Government Act)

Moved by Councillor Overwater, "that Council accept the '2020 By-Election Financial Breakdown' as presented, for the 2020 by-election held January 20, 2020, for information."

Motion Carried 20-296

7E) Mountain View Seniors Housing Foundation – Sponsorship

Moved by Councillor Ryan, "that the Silver Sponsorship level in the amount of \$1,000 be approved for the Mountain View Seniors' Housing Foundation 2020 Golf Classic."

Motion Carried 20-297

7F) Council Meeting Schedule Amendments

CAO Merritt spoke to the request in front of Council regarding meeting time adjustments as contained in the agenda package. Administration is working to put in place the conditions required to conduct in person meetings.

Moved by Councillor Overwater, "that the regular Council meetings, the annual Organization Meeting of Council and the Policies and Priorities Committee meetings, as noted below, be held in accordance with the *Meeting Procedures (COVID-19 Suppression) Regulation*, through Electronic Conferencing and be made available for the Public to HEAR live audio of each Council meeting.

Regular Council Meetings

September 14, 2020 to be held at 1:00 pm

September 28, 2020 be held at 1:00 pm

October 13, 2020 be held at 1:00 pm (Tuesday)

October 26, 2020 be held at 2:00 pm

Annual Organizational Meeting of Council

October 26, 2020 be held at 1:00 pm

Policies and Priorities Committee

September 8, 2020 to be held at 1:00 pm (Tuesday)

October 5, 2020 to be held at 1:00 pm

Motion Carried 20-298

Moved by Councillor Blatz, "that meetings of Council's Authorities, Boards, Committees and Commissions continue to be held in accordance with the *Meeting Procedures (COVID-19 Suppression) Regulation*, through Electronic Conferencing and be made available for the Public to HEAR live audio of said meeting(s), as required."

Motion Carried 20-299

7G) Tax Exemption Request

Director Linderman spoke to Council on the request contained in the agenda package for a tax exemption as received from Mountain View Seniors Housing. Mountain View Seniors Lodge is owned and operated by Mountain View Seniors Housing, a non-profit organization. Within the Mountain View Lodge are 12 life lease suites. These suites have not been taxed in the Town of Olds since opening in 2011.

In speaking with Municipal Affairs it has been brought to the Town's attention that while the lodge is exempt from taxation the life lease suites should be individually assessed and taxed (just like a condo, would be). This was put in place for the 2020 taxation year.

Mountain View Seniors Housing has written a letter asking Council to exempt these life leases from taxation. If Council chooses to give the tax exemption, it would mean a \$19,991.57 loss through; Tax revenue, education property tax requisition and seniors housing requisition.

Moved by Councillor Overwater, "that Council denies the request received from Mountain View Seniors Housing requesting tax exemption on the life lease suites in the Olds Mountain View Lodge Facility."

Councillor Ryan spoke to the life leases, that seven (7) are occupied and five(5) are empty, that Mountain View Seniors Housing is expecting the life lease suites to cover these costs. She noted, no decisions have been made at this time and indicated that all life lease residents are

aware that taxes are possible.

Director Linderman indicated that the tax notice is sent to the property owner, how they collect is up to them and use Mountain View Seniors Housing could make up any shortfall in their budget through municipal requisitions which are payable by the communities of Mountain View County, Olds, Didsbury, Carstairs, Sundre and Cremona.

Motion Carried 20-300

7H) Nu2U Summer Grant Recommendations

Director Wagstaff spoke to the grant recommendations being presented to Council as contained in the agenda package. The initiatives of the Nu2U Store are all made possible by the generous donations of goods by members of the community that are sorted, priced and sold by a very enthusiastic group of volunteers that is dedicated to supporting the community. Since the fall of 2011 the Nu2U grant program has allocated \$314,421 to programs and services in Olds.

The application deadline is advertised through the Town website and at the Nu2U store. Typically there is a spring and fall application, applications were accepted however with the COVID-19 disruption evaluation of grants was deferred until the summer.

Eleven grant applications were received for this round of funding. The grant review committee scrutinized the applications based on the Council approved guidelines. The recommendations are based on the criteria, timing of requested projects and dollars available for this round of funding.

The reserve is currently at \$45,981.81, costs associated with the store closure during COVID has created a \$16,061 operating deficit that will be drawn from reserves thus 29,920.81 is a projected balance.

No further call for Nu2U grant application will occur in 2020, financial analysis in the late spring of 2021 will determine if a spring application will occur. A \$10,000 grant distribution will come from reserves leaving an estimated \$19,000 in the reserve. Nu2U grant distributions are not included in the annual budget, Nu2U grant distributions are approved by Council as required and are considered a new expenditure.

Moved by Councillor Thomson, "that Council approve the Summer 2020 Nu2U grant recommendations as presented and funding released accordingly."

Organization	Amount
Olds & District Evergreen Club	\$1,000
Olds Health Care Fundraising Committee	\$1,000
Olds & District Hospice	\$4,000
CLC Fitness Centre	\$3,000
OES Playground	\$1,000
Total	\$10,000

Discussion ensued on grant applications and status of the same (incomplete, hold till fall, etc.) and amounts requested versus amounts being recommended.

On behalf of Council, Councillor Bennett thanked all the volunteers who run the Nu2U Store, as well as all of those members of the community who donate to this store, Thank you!

Council general conversation was held on the health of the reserves of the Nu2U store, level of donations received and the increase of sale upon re-opening and now leveling off of regular business. Director Wagstaff indicated that if the store shuts down again, there would be different decisions that would have to be made. CAO Merritt thanked Council for their valuable comments regarding operations, reserves and timings.

Motion Carried 20-301

7I) Olds Aquatic Centre – Fall Hours of Operation

CAO Merritt spoke to a summer of use at the pool to obtain a baseline of use, to assist in bringing these options to Council for Consideration.

Director Wagstaff spoke to user groups who will not be participating in their normal activities, not due to pool, but due to transportation limitations to move students around. He then presented the Options 1 to 4 as contained in the agenda package to Council for their decision on the service level, to run the Olds Aquatic Centre for the public from September 1 to December 31.

Council discussion ensued on limiting hours and lack of access for our citizens, pool runs at a deficit versus a profit. Several organizations/school programs are not running, and we could see an uptick in activity at the pool this fall/winter. Citizens comments received have been positive about being open, and some negative on health requirements.

Moved by Councillor Harper, "that Council direct Administration to implement Option One (1) as proposed, for a service level at the Olds Aquatic Centre, to the end of December 31, 2020."

CAO Merritt expressed his appreciation on Council comments and feedback provided today. Mayor Muzychka thanked the staff for their continued hard work.

Motion Carried 20-302

8. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

8A) Reports from Council, Boards and Committees

Moved by Councillor Overwater, "that the Reports ending August 24, 2020 be received for information."

Councillor Overwater reported on attending the Mountain View Regional Waste Management Commission meeting, the Special Closed Council meeting, attended a meeting with Mayor Rhonda Hunter regarding Central Alberta Economic Partnership (CAEP), the Municipal Planning Commission meeting and the CAO Conversation.

Councillor Blatz reported on the South Red Deer River Wastewater Commission meeting.

Councillor Harper attended the Municipal Planning Commission meeting, and the Chamber of Commerce meeting.

Councillor Ryan spoke on attending a two day hearing for the Sub-Development Appeal Board and attended the Parkland Regional Library Board Executive meeting.

Councillor Thomson noted his committee has not met over the summer and wished to acknowledge from correspondence that the Olds Hospice Society is celebrating 10 years in our community and to provide kudos to the volunteers at the Olds Hospice society as they carry that wonderful project forward in our community.

Councillor Bennett attended the Municipal Planning Commission meeting, and the Olds Institute Meeting where the election was held and the President is Brent Muzychka, the Vice-President is Tammy Gardiner, the Secretary is Evert Page and Treasurer is Clair Janets.

Mayor Muzychka attended the Alberta Urban Municipality Association (AUMA) Leadership Caucus in Sylvan Lake, Alberta.

Motion Carried 20-303

9. QUARTERLY FINANCIAL POSITION UPDATE

9A) Financial Update to June 30, 2020

Director Linderman gave presentation to Council as contained in the agenda package. She indicated we are at 50% of the way through the 2020 fiscal year, the Operating budget is 35% spent while the Capital budget is 5.5% spent.

Moved by Councillor Blatz, "that the financial report for the six (6) month period January 1st, 2020 to June 30, 2020 be accepted for information."

Council asked on special events budget line – and were the expenses occurred.
Director Linderman did not have with her, and will provide to Council in an email.

Council asked if there is an opportunity to recoup some of the disaster costs in grants.
Director Linderman indicated that there could be, the government has stated there will be something coming forward, but nothing has been confirmed yet.

Motion Carried 20-304

10. CORRESPONDENCE AND INFORMATION

10A) Correspondence and Information

CAO Merritt spoke to the items in the correspondence and information package presented to council in the agenda package.

Moved by Councillor Ryan, "that the Correspondence and Information Report ending August 24, 2020 be received for information."

Motion Carried 20-305

Moved by Councillor Overwater, "that Council move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Sections 17 and 25 at 2:53 p.m."

Motion Carried 20-306

Mayor Muzychka recessed the meeting at 2:53 p.m.

Administration moved public meeting participants in to the 'waiting room' of the ZOOM Meeting as required for the Closed Session of Council.

CLOSED

FOIP Section 17 - Disclosure harmful to personal privacy (x2)

FOIP Section 25 - Disclosure harmful to economic and other interests of a public body

Councillor Thomson has conflict of interest as the Executive Director of Olds Institute and leaves the meeting at 3:52pm, and CAO Merritt joins the meeting.

Moved by Councillor Ryan, "that this meeting reconvene to the regular Council meeting at 4:27 p.m."

Motion Carried 20-307

Administration moved public meeting participants from the 'waiting room' to the Council Meeting
Mayor Muzychka reconvened the regular Council meeting at 4:46 p.m.

11. ADJOURNMENT

Moved by Councillor Overwater, "that this meeting be adjourned at 4:46 p.m."

Motion Carried 20-308

Michael Muzychka
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved this ____ day of September, 2020.

Minutes of the Town of Olds Special CLOSED Council Meeting "A" held on Tuesday, September 1, 2020 at 12:00 P.M. in the Town of Olds Boardroom, at 4512 – 46 Street, Olds AB.

PRESENT – ELECTED OFFICIALS:

In the Chair, Mayor Michael Muzychka
Councillor Heather Ryan; Councillor Mary Jane Harper; Councillor Mary Anne Overwater;
Councillor Wanda Blatz; Councillor Debbie Bennett and Councillor Mitch Thomson.

PRESENT for the Regular meeting of Council – STAFF:

CAO Michael Merritt; Director of Community Services, Doug Wagstaff; and Director of Finance, Sheena Linderman were present via phone.

ABSENT– ELECTED OFFICIALS:

1. CALL TO ORDER

Mayor Muzychka called the meeting to order at 12:02 p.m.

2. ADOPTION OF THE AGENDA

Moved by Councillor Bennett, "to accept the Special Closed Council meeting agenda for September 1, 2020 as presented."

Motion Carried 20-309

3. CLOSED SESSION

3A) FOIP Section 27 Privileged information

FOIP Section 16 Disclosure harmful to business interests of a third party

FOIP Section 17 Disclosure harmful to personal privacy

Councillor Thomson declared pecuniary interest and left the meeting at 12:04 p.m.

Moved by Councillor Blatz, "that Council move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Sections 16, 17 & 27 at 12:04 p.m. with CAO Merritt, Director Wagstaff, Director Linderman, a representative from Brownlee Law and a representative from accounting firm Binder Dijker Otte in attendance."

Motion Carried 20-310

Representative from Binder Dijker Otte left meeting at 2:00 p.m.

Representative from Brownlee Law, CAO Merritt and both Director Linderman and Wagstaff left the meeting at 2:19 p.m.

Mayor Muzychka recessed closed session at 2:19 p.m.

Mayor Muzychka reconvened closed session at 2:31 p.m.

Councillor Thomson rejoined the meeting at 2:31 p.m.

Moved by Councillor Bennett, "that the meeting reconvene to the regular Council meeting at 12:45 p.m."

Motion Carried 20-311

4. ADJOURNMENT

Moved by Councillor Overwater, "that this meeting adjourn at 2:46 p.m."

Motion Carried 20-312

Michael Muzychka
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved this day of September, 2020.

Minutes of the Town of Olds Special CLOSED Council Meeting “B” held on Tuesday, September 1, 2020 at 2:47 P.M. in the Town of Olds Boardroom, at 4512 – 46 Street, Olds AB.

PRESENT – ELECTED OFFICIALS:

In the Chair, Mayor Michael Muzychka
Councillor Heather Ryan; Councillor Mary Jane Harper; Councillor Mary Anne Overwater;
Councillor Wanda Blatz; Councillor Debbie Bennett and Councillor Mitch Thomson.

PRESENT for the Regular meeting of Council – STAFF:

CAO Michael Merritt; present via phone.

ABSENT– ELECTED OFFICIALS:

1. CALL TO ORDER

Mayor Muzychka called the meeting to order at 2:47 p.m.

2. ADOPTION OF THE AGENDA

Moved by Councillor [REDACTED], “to accept the Special Closed Council meeting agenda for September 1, 2020 as verbally presented.”

Motion Carried 20-313

3. CLOSED SESSION

3A) FOIP Section 17 Disclosure harmful to personal privacy

Moved by Councillor Ryan, “that Council move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 17 at 2:47 p.m. with only Council in attendance.”

Motion Carried 20-314

CAO Merritt left the meeting at [REDACTED] p.m.

Moved by Councillor Blatz, “that the meeting reconvene to the regular Council meeting at 2:57 p.m.”

Motion Carried 20-315

4. ADJOURNMENT

Moved by Councillor Harper, “that this meeting adjourn at 2:57 p.m.”

Motion Carried 20-316

Michael Muzychka
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved this day of September, 2020.

Minutes of the Town of Olds Special Closed Council meeting held on Wednesday, September 9, 2020 at 3:00 P.M. in the Town of Olds Boardroom, at 4512 – 46 Street, Olds AB.

PRESENT – ELECTED OFFICIALS:

In the Chair, Mayor Michael Muzychka
Councillor Heather Ryan; Councillor Mary Jane Harper; Councillor Mary Anne Overwater;
Councillor Wanda Blatz; Councillor Debbie Bennett and Councillor Mitch Thomson.

PRESENT for the Regular meeting of Council – STAFF:

CAO Michael Merritt was present via phone.

ABSENT– ELECTED OFFICIALS:

1. CALL TO ORDER

Mayor Muzychka called the meeting to order at 3:01 p.m.

2. ADOPTION OF THE AGENDA

Moved by Councillor Overwater, “to accept the Special Closed Council meeting agenda for September 9, 2020 as presented.”

Motion Carried 20-317

3. CLOSED SESSION

**3A) FOIP Section 16 - Disclosure harmful to business interests of a third party
FOIP Section 27 - Privileged Information**

Councillor Thomson declared pecuniary interest and left the meeting at 3:03 p.m.

Moved by Councillor Harper, “that Council move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Sections 16 & 27 at 3:05 p.m. with CAO Merritt, Directors Linderman and Wagstaff and Brownlee Law Representative, Rodd Thorkelsson, to attend virtually.”

Motion Carried 20-318

Councillor Blatz, joined the meeting, in person at 3:10 p.m.

Councillor Bennett, joined the meeting via teleconference at 3:12 p.m.

Councillor Bennett, left the meeting at 4:08 p.m.

Brownlee Representative, Mr. Thorkelsson, left the meeting at 4:15 p.m.

Moved by Councillor Ryan, “that the meeting reconvene to the regular Council meeting at 4:26 p.m.”

Motion Carried 20-319

Councillor Thomson returned to the meeting at 4:27 p.m.

4. ADJOURNMENT

Moved by Councillor Overwater, “that this meeting adjourn at 4:28 p.m.”

Motion Carried 20-320

Michael Muzychka
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved this day of September, 2020.



Request for Decision

Community Lifestyles Committee

3A

September 14, 2020

RECOMMENDATION

That \$2,310 be approved for funding three projects, a Community Legacy Fund brochure, a transportation focus group consultation, and an Age Friendly community engagement consultation as proposed by the Community Lifestyles Committee of the Olds Institute.

STRATEGIC ALIGNMENT

The Council Strategic Areas of Focus 2017-2021 document states that the Town of Olds will:

- ensure responsible fiscal balance between community expectations and available revenues;
- provide safe, affordable and cost-effective service delivery to our community and region;
- provide the necessary resources to ensure a safe, secure, and healthy community; and
- lay the foundation to ensure responsible and sustainable growth..

LEGISLATIVE AUTHORITY

Section 3 of the Municipal Government Act states that “The purposes of a municipality are

(a) to provide good government,

(a.1) to foster the well-being of the environment,

(b) to provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality,

(c) to develop and maintain safe and viable communities, and

(d) to work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services.”

BACKGROUND

The Community Lifestyle Committee provides valued input regarding the development of the Olds community. Olds is a community of citizens who value lifestyle by nurturing it through all economic and social growth. The Committee harnesses a volunteer effort to advocate for and engage citizens in our community to have access to social, recreational, and cultural services resulting in positive lifestyle outcomes for our community.

RISK/CONSEQUENCES

1. Council can choose another level of financial support being specific in the amount.
2. Council can make another recommendation being specific in what it wishes to direct as an alternate follow up. Council would need to be specific in the direction they are seeking.
3. Council can receive this request as information only, thus not approving the request for a support and funding.

FINANCIAL CONSIDERATIONS

X Approved by budget

Funds will come from approved Economic Development budget.

Cost	Funding Source (budget/in kind/grant) with G/L Code
Community Legacy Fund brochure \$ 160.00 Transportation Focus Group consultation \$1247.00 Age Friendly community consultation \$ 900.00	GL 2-6101-770-00
Total Cost	\$2,310

ATTACHMENTS

1. Community Lifestyles Committee letter

Author:	Doug Wagstaff, Director of Community Services	Date: September 4, 2020
Director Signature:		Date: September 10, 2020
CAO Signature:		Date: 



AGE FRIENDLY INITIATIVE

Wednesday, September 2, 2020

To His Worship the Mayor and Members of Town Council:

We are here to present three funding requests with supportive information for the requests.

1. Community Lifestyles Community Legacy Fund- Brochure to sell bricks	\$ 160.00
2. Transportation Focus Group	\$1247.00
3. Age Friendly Community Engagement for the Strategic Plan	\$ 900.00
TOTAL	\$ 2307.00

Background to #1 – Raising Funds for Community Legacy Fund

The Olds Institute has paid for 300 bricks. The cost per brick with engraving is \$52.00. It is planned to sell each brick for \$125.00. We need a brochure to assist in selling the bricks. The quoted brochure cost is \$40.00 to set the template and 48 cents for each brochure. We estimate 250 brochures will be required initially. Thus, the total cost for the brochures is \$160.00. More brochures will not be printed until the Olds Institute Board requests more brochures. All profits will go to the Community Legacy Fund.

The Olds Community Legacy Fund is an ongoing initiative that will benefit future generations. Currently, the fund, at the audited market value, is \$31,197.61. The amount for disbursement is \$1017.69.

We are revising the application form for funding. Deadline for application is October 30th.

This initiative has been in existence many years. A group of voluntary citizens started the fund named at that time “The Olds and Community Foundation” under the Red Deer Foundation. The fund raised \$13, 000.00. These volunteers decided to choose other options and notified the Director of the Red Deer Foundation. She consulted with the then Town of Olds Director of Community Services. The Director of Community Services asked the Community Lifestyles Committee if they would continue working on this initiative. In 2011, the CLC agreed providing the Olds Institute and the Town of Olds would agree to support them with the initiative. The CLC believed it was important to honour the hard work of the past and ensure the community that their hard work would not be lost. Members of the Olds and Community Foundation were thanked and honoured at a Town council meeting.

Town Council unanimously endorsed the Community Lifestyle Committee of OI to continue with the work under the umbrella of the OI.

20

Background to #2 – Age Friendly Transportation Focus Group

The Age Friendly Committee's transportation focus group originally planned to partner with the Town of Olds Community Services department in April. That meeting was cancelled because of COVID-19. A group of community members and the Town of Olds officials and employees would assess transportation issues in Olds and area and recommend solutions. The goal is to assist the Age Friendly Committee to ensure the Town of Olds earns the distinction of being an Age Friendly Community. The committee proposes hosting the focus group in the middle of October. The funding requested is to cover the meeting room expenses and refreshment costs.

Background #3 – Community Engagement for Age Friendly Strategic Plan

The Age Friendly Committee obtained a grant with the Alberta Rural Development Network (ARDN) to develop a strategic plan for building Olds as an Age Friendly Community. We plan to have a draft of that plan for the committee's review by the end of September, depending upon ARDN's schedule. To ensure our plan is successful it is recommended we have a community consultation for their input into the recommendations of the strategic plan. The ARDN has \$500 to put towards the cost of the process. ARDN has requested our committee provide \$900.00 to cover the remaining costs.

Respectfully Submitted:

Erica Sweetman, Chair – Age Friendly Committee

Rita Thompson, Co-Chair – Community Lifestyles Committee

Bernice Lynn, Co-Chair – Community Lifestyles committee



Request for Decision

Council Policy 103C Terms of Reference**7A**

September 14, 2020

RECOMMENDATION

That the Terms of Reference Policy 103C, be approved as presented.

STRATEGIC ALIGNMENT

In Councils Strategic Plan for the 2017-2021 term, Good Governance is a focus area with the goal: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."* One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

LEGISLATIVE AUTHORITY

Council's principal role in municipal organization: Section 201(1) (a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the duty to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

Policy 103C was presented at the September 8, 2020 Policies and Priorities meeting, where direction was given to bring this policy back to a regular council meeting for a decision.

RISK/CONSEQUENCES

1. Council can table policy 103C and request additional information. Council would need to be specific in the information they are seeking.
2. Council can direct administration to make changes on this policy. Council would need to be specific in the requested changes.
3. Council can receive this RFD for information. In doing so, committees of the Town of Olds that are not covered by Bylaw, will not have a governing document that provides direction to how a committee will operate. This could provide unintended consequences that would result in mismanaged committees.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Draft Council Policy 103C Terms of Reference

Author: Kelly Lloyd, Coordinator of Strategic Affairs	Date: September 8, 2020
Director Signature	Date:
CAO Signature: Electronically Approved	Date: September 11, 2020



103C
Terms of Reference

Supporting Procedure:

Prepared By: Office of the CAO

Council Approval Date:

Effective Date: Immediately

Council Resolution No.:

References: Records Management Retention Schedule Bylaw
Elected Official Appointment Policy

POLICY STATEMENT

Terms of Reference are designed to define the purpose of the committee, structure, responsibilities, and guide a committees' business practices.

PURPOSE

The purpose of this policy is to have prepared and presented terms of reference for each Elected Official Committee, as well as internal administrative committees, except where that information is provided by bylaw.

SCOPE

This policy applies to all Elected Official Committees, except where information on the terms of reference information is provided by bylaw.

Committees created for administrative purposes will also utilize the Terms of Reference.

RESPONSIBILITIES

The CAO, and/or designate, shall be responsible for the implementation of this policy.

DEFINITIONS

Ad Hoc, means an Elected Official Committee with a specific task or objective, and dissolved after the completion of the task or achievement of the objective. This committee has a beginning and an end.

Authority, Board, Commission or Committee (ABCC), 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.

Elected Official Committee, means an Ad Hoc or Standing Committee, or any other body established by Council. An Elected Official Committee does not include an assessment review board established under section 454 or a Subdivision and Development Appeal Board established under section 627.

Standing Committee, means an Elected Official Committee, formed to do its assigned work on an ongoing basis. This committee does not have an end date and it is formed to discuss items specific to municipal functions. (I.e. Standing Committee on Transportation)

STANDARDS:

Terms of Reference for all Elected Official Committees shall be approved by Council.

Terms of Reference are to include:

Purpose

Membership

Member Responsibilities

Frequency of Meetings

Guiding Principles

Authority

Term

Receiving Body

Resource and Budget

Amended: February 22, 2016; Motion 16-76

Approved: January 27, 2015



Request for Decision

Council Policy 104C Letters of Support

7B

September 14, 2020

RECOMMENDATION

That the Letters of Support Policy 104C, be approved as presented.

STRATEGIC ALIGNMENT

In Councils Strategic Plan for the 2017-2021 term, Good Governance is a focus area with the goal: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."* One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

LEGISLATIVE AUTHORITY

Council's principal role in municipal organization: Section 201(1) (a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the duty to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

Policy 104C was presented at the September 8, 2020 Policies and Priorities meeting, where direction was given to bring this policy back to a regular council meeting for a decision.

RISK/CONSEQUENCES

1. Council can table policy 104C and request additional information. Council would need to be specific in the information they are seeking.
2. Council can direct administration to make changes on this policy. Council would need to be specific in the requested changes.
3. Council can receive this RFD for information.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Draft Council Policy 104C Letters of Support

Author: Kelly Lloyd, Coordinator of Strategic Affairs	Date: September 8, 2020
Director Signature	Date:
CAO Signature: Electronically Approved	Date: September 11, 2020

**104C
Letters of Support**

25

Supporting Procedure: 104P

Prepared By: Office of the CAO

Effective Date:

Council Resolution No.:

References: Record Management Retention Bylaw

POLICY STATEMENT

The Town of Olds values the opportunity to provide letters of support for activities and events in the community, therefore, a letter of support may be provided when particular requirements are met.

PURPOSE

The Town of Olds occasionally receives request for letters of support. This policy identifies the requirements for the Town of Olds to provide letters of support to organizations and individuals in the community.

SCOPE AND GUIDELINES

This policy applies to all requests to the Town of Olds for a letter of support.

DEFINITIONS

N/A

RESPONSIBILITIES

The Chief Administrative Officer (CAO) or designate(s) is responsible for administering this policy within the standards established.

STANDARDS

1. The Town may provide a letter of support, if the following requirements are met:
 - An application is being made for provincial or federal grant programs; (letters of support will not be provided for application to a local granting agency);
 - The project is consistent with the Town's strategic plan;
 - The project does not contradict, compromise, or duplicate the efforts of programs and services of the Town or other organizations.
2. Requests for letters of support must include:
 - Project description
 - Benefit to the organization/individual and the community
 - Brief description of the organization (membership, programs and services, how long the organization has been operating etc.)
3. Requests for letters of support related to a funding application must include:
 - Funding source/program
 - Address of the funding source
 - Funding amount being requested
 - Project budget and funding sources

4. Requests for a letter of support from a 'For Profit' business must also include a business background and a minimum of two letters of reference that support previous activities and/or projects of the business requesting the letter of support.
5. The Town requests a minimum of two weeks' notice prior to the date that the letter is required. A request may be considered with less than two weeks notice but cannot be guaranteed.
6. Signature on a Letter of Support or a Letter not to provide a Letter of Support.
 - a) The Mayor's signature is required on a general letter of support
 - b) The CAO's signature is required for a funding related letter of support.
 - c) The CAO's signature is required when a decision has been made not to provide a letter of support.
7. On occasion, Council may deem it appropriate to support individuals or groups for reasons not identified elsewhere in this policy. Council may by resolution determine that they should recognize in some fashion as specified in the resolution, a person, a group or other body for some reason as Council determines if deserving of support. (i.e., letter of citizenship)
8. The Town reserves the right to deny any request for a letter of support.

*Amended: February 22, 2016 Motion 16-17
Approved: June 25, 2012 (as policy 920)*



Request for Decision

27

Council Policy 105C Communication and Response

7C

September 14, 2020

RECOMMENDATION

That the Communication and Response Policy 105C, be approved as presented.

STRATEGIC ALIGNMENT

In Councils Strategic Plan for the 2017-2021 term, Good Governance is a focus area with the goal: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."* One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

LEGISLATIVE AUTHORITY

Council's principal role in municipal organization: Section 201(1) (a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the duty to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

Policy 105C was presented at the September 8, 2020 Policies and Priorities meeting, where direction was given to bring this policy back to a regular council meeting for a decision.

RISK/CONSEQUENCES

1. Council can table policy 105C and request additional information. Council would need to be specific in the information they are seeking.
2. Council can direct administration to make changes on this policy. Council would need to be specific in the requested changes.
3. Council can receive this RFD for information.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Draft Council Policy 105C Communication and Response

Author: Kelly Lloyd, Coordinator of Strategic Affairs	Date: September 8, 2020
Director Signature	Date:
CAO Signature: Electronically Approved	Date: September 11, 2020



105C
Communication and Response

Prepared By: Office of the CAO

Council Approval Date:

Council Resolution No.:

References:

Council Code of Conduct Bylaw
Records Management Retention Schedule Bylaw
Brand Standards Policy
Public Engagement Policy
Report a Problem Procedure

POLICY STATEMENT

Town of Olds will strive to respond to the public in a timely fashion after receiving general inquiries in an effort to provide good customer service and to demonstrate professional business practices.

PURPOSE

To provide for standards on the response to communications for the public, other organizations and employees.

SCOPE

This policy applies to all elected officials and all Town of Olds employees.

RESPONSIBILITIES

The Chief Administrative Officer (CAO) or designate(s) is responsible for administering this policy within the standards established. All managerial and supervisor administration are responsible for ensuring that their employees are familiar with, and comply with the standards of this policy.

STANDARDS

All communication must comply with the Town of Olds Brand Standards. This allows for a consistent visual identity through all aspects of communications including correspondence, advertising, brochures, correspondence and signage.

Public response requirements set by federal and provincial legislation, Town of Olds bylaw or specific policy, take precedence over the standards provided within this policy.

1. Written inquiries (letter, fax, email) must meet the following criteria to receive a response:
 - a. Be legible and understandable;
 - b. Be signed by at least one person (or provide a printed name) and address; and
 - c. Not be libelous, slanderous or defamatory.

General written inquiries (letter, fax, e-mail) shall be responded to, in writing by the applicable department, within seven business days of the date received, where possible. When an email inquiry is received, an acknowledgement of receipt of the inquiry shall be provided **within three business days of the date received, where possible.**

Mail requiring a response to be answered ~~to~~ by signature of the Mayor, CAO or designate, with an acknowledgement of receipt, shall be completed within five (5) business days.

Due to the complexity and timeliness of an inquiry, it may not be possible to provide all the information requested within the required time frames. In these instances, an acknowledgement of receipt of the inquiry shall be provided either in writing, via e-mail or by phone within the timelines set within this policy. An explanation as to how and when the Town will be responding to the original inquiry is to be included with this acknowledgement.

2. Telephone inquiries shall be responded to, by phone, promptly and effectively within three (3) business days of being received.

At the discretion of Town Administration, and for clarity, a written inquiry may be requested prior to a response being provided.

3. All reports (verbal and written) of dissatisfaction with service and/or interaction will be deemed a complaint. Complaints received are dealt with promptly by the applicable department, and appropriately, as per Town of Olds Report a Problem procedure.

Council Decisions

Council decisions, key issues and status, shall be conveyed quickly and accurately to the public and town employees.

- a. The Town's website shall be the primary method of providing access for the public to minutes, bylaws, council policies, and public Town of Olds documents.
- b. Meeting highlights and complete council meeting minutes are to be available for circulation or access within seven (7) days of the meeting.
- c. The CAO and/or designate, will ensure that a newsletter is prepared and circulated monthly to residents.
- d. The CAO and/or designate, will publicize the dates, location and purpose of all Town of Olds public meetings.
- e. Where appropriate, articles written (internally and externally) for the purpose of sharing Council issues should be promoted using other communication platforms such as social media, where residents can provide feedback directly.
- f. Involve the public in the development of community priorities (see Public Engagement Policy).

Amended: June 25, 2012 Motion 12-181

Amended: February 22, 2016 Motion 16-78

Amended: May 23, 2017 Motion 17-222



Request for Decision

Council Policy 108C Civic Recognition**7D**

September 14, 2020

RECOMMENDATION

That the Civic Recognition Policy 108C, be approved as presented.

STRATEGIC ALIGNMENT

In Councils Strategic Plan for the 2017-2021 term, Good Governance is a focus area with the goal: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."* One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

LEGISLATIVE AUTHORITY

Council's principal role in municipal organization: Section 201(1) (a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the duty to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

Policy 108C was presented at the September 8, 2020 Policies and Priorities meeting, where direction was given to bring this policy back to a regular council meeting for a decision.

RISK/CONSEQUENCES

1. Council can table policy 108C and request additional information. Council would need to be specific in the information they are seeking.
2. Council can direct administration to make changes on this policy. Council would need to be specific in the requested changes.
3. Council can receive this RFD for information.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Draft Council Policy 108C Civic Recognition

Author: Kelly Lloyd, Coordinator of Strategic Affairs	Date: September 8, 2020
Director Signature	Date:
CAO Signature: Electronically Approved	Date: September 11, 2020

108C
Civic Recognition

31

Supporting Procedure: 108P

Prepared By: Office of the CAO

Effective Date:

Council Resolution No.:

References: Council Remuneration Policy

POLICY STATEMENT

The Town of Olds Council wishes to acknowledge/recognize exceptional achievements of Town of Olds Residents, Organizations and Special Event.

PURPOSE

To provide general criteria regarding the recognition of Residents, Organizations and Special Event in a professional and consistent manner.

SCOPE AND GUIDELINES

This policy applies to all Elected Officials and Administration.

DEFINITIONS

"Organizations" means community group, non-profit operating within the Town of Olds corporate limit.

"Resident" means a person who is born to or resided during a period of their lifetime within the boundaries of the Olds municipality and/or within the Olds rural recreation area (the lands legally described within the boundaries of Mountain View County as per Schedule 5, in the Intermunicipal Cooperation Committee Master Agreement).

"Special Event / Event" means a planned public or social occasion to which the Mayor and/or Council have been invited to attend. In some cases when a Special Event involves funding such as a golf tournament or gala, attendance requires prior approval by Council.

RESPONSIBILITIES

The Chief Administrative Officer (CAO) and/or designate(s) is responsible for this policy.

STANDARDS

Any Resident or Organizations wishing to receive recognition from Council may submit their request in writing to the Mayor's Office. Requests for recognition are to be received in writing and the date by which the item is required.

To be eligible for recognition from Council the recipient of the recognition must live within the Town of Olds municipal boundary. The request should also include the correct spelling of the Person/Team or Couple's names, date of the Event or anniversary, and if any, the place and time of the celebration. Contact person's information including phone number and email address.

Administration shall consider and work with any citizen or group to identify possible opportunities for forms of recognition not addressed in this policy.

Upon request, Town of Olds will issue:

A congratulatory certificate signed by the Mayor will be issued to Town of Olds Resident /Organizations to commemorating the following:

- 65th birthdays and every five years thereafter
- 25th anniversary of private business or registered non-profit Individual or team champion or Provincial, National or International competitions

A congratulatory certificate signed by the Mayor and appropriate gift will be issued to Town of Olds Residents/Organizations to commemorating the following:

- 100th birthdays
- 50th wedding anniversaries
- 50th anniversary of a private business or registered non-profit

Whenever possible the Mayor or Deputy Mayor will make the recognition presentation in person and will be coordinated by Councils' Executive Support and Legislative Clerk. If attendance is not possible, the Legislative Clerk will arrange for certificate to be mailed out or picked up.

OTHER RECOGNITION

On occasion, Council may deem it appropriate to recognize individuals or groups for reasons not identified elsewhere in this policy. Council may by resolution determine that they should recognize in some fashion as specified in the resolution, a person, a group or other body for some reason as Council determines if deserving of recognition. When appropriate recognitions unavoidably occur in advance of scheduled Council meetings, such recognitions are required to be approved by Council resolution after the Event.

Any exceptional accomplishment or achievement that is reached by a Resident or community group of the Town of Olds, which is beyond the scope of achievements outlined in this policy, shall be placed on the next available agenda, for Council to determine an appropriate expression of congratulations to be presented to the successful individual or group.

Recognition may be presented for an exceptional single athletic achievement or for a continuous outstanding performance. If obtained at a sanctioned national or international competition, or set national or international records, or achieved national or international titles while competing.

Council and/or Administration shall not recognize matters that are:

- of Religious nature;
- of individual conviction;
- with no direct relationship to the Town of Olds;
- that are for profit purposes;
- attempting to influence government policy;
- that are contrary to Town policies or Bylaws.

Approved: May 4, 2015

Amended: February 27, 2006

Amended:

DRAFT



Request for Decision

34

Council Policy 109C Recognition of Departing Elected Officials

7E

September 14, 2020

RECOMMENDATION

That the Recognition of Departing Elected Officials Policy 109C, be approved as presented.

STRATEGIC ALIGNMENT

In Councils Strategic Plan for the 2017-2021 term, Good Governance is a focus area with the goal: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."* One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

LEGISLATIVE AUTHORITY

Council's principal role in municipal organization: Section 201(1) (a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the duty to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

Policy 109C was presented at the September 8, 2020 Policies and Priorities meeting, where direction was given to bring this policy back to a regular council meeting for a decision.

RISK/CONSEQUENCES

1. Council can table policy 109C and request additional information. Council would need to be specific in the information they are seeking.
2. Council can direct administration to make changes on this policy. Council would need to be specific in the requested changes.
3. Council can receive this RFD for information.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Draft Council Policy 109C Recognition of Departing Elected Officials

Author: Kelly Lloyd, Coordinator of Strategic Affairs	Date: September 8, 2020
Director Signature	Date:
CAO Signature: Electronically Approved	Date: September 11, 2020



109C Recognition of Departing Elected Officials

Supporting Procedure: 109P

Prepared By: Office of the CAO

Council Approval Date:

Effective Date:

Council Resolution No.:

References: Municipal Government Act
Council Code of Conduct Bylaw
Records Management Retention Bylaw

POLICY STATEMENT

To recognize the service of Elected Officials as they leave office.

PURPOSE

To define how Departing Elected Officials shall be recognized with a formal ceremony and/or gift presentation by the current Members of Council, supported by Administration.

SCOPE

Council will recognize the service and dedication of Elected Officials; both by recognition of their years of service and also upon completion of their service as a member.

DEFINITIONS

"Departing Elected Official" means an elected official that is not returning to Town of Olds Council whether it be, not running for re-election, or an electoral defeat or resignation.

"Reception" means a social gathering for the purpose of extending formal recognition of service.

RESPONSIBILITIES

The Chief Administrative Officer (CAO) or designate is responsible for this policy.

STANDARDS

Recognition of Departing Elected Officials shall be at the first Regular Meeting of Council after their departure.

The CAO will host a Reception for departing Elected Officials where they shall receive:

- a letter under the Mayor's signature;
- their "name plate"; and
- the Council "Service Recognition";
- ~~'years of service recognition gift' of a value equal to \$xx.xx per year of service.~~

When a Mayor is sworn in, they are presented with a gavel that has been engraved. When that Mayor leaves their seat, the years of service engraving will be completed and the gavel will then be prepared for presentation to the departing Mayor.

Service Recognition

- A. Upon completion of a first term, an Elected Official will receive a gift of \$100.00.
- B. Upon completion of a second term, an Elected Official will receive a gift of \$320.00.

- C. Upon completion of a third term, an Elected Official will receive a gift of \$720.00.
- D. Upon completion of a fourth term, an Elected Official will receive a gift of \$1,200.00.
- E. Upon completion of five or more terms, an Elected Official will receive a gift of \$2,000.00 being maximum amount allotment.

Council reserves the right to withhold any form of recognition if an Elected Official is relieved of their office.

The Chief Administrative Officer reserves the right to determine if any form of (pro-rated) recognition is granted, if an Elected Official resigns.

*Council approval November 2007
Council amendment April 2011
Council amendment March 14, 2016 Motion # 16-99
Council amendment xx, xx 2020 Motion #*



Request for Decision

37

Council Policy 113C Public at Large Appointments

7F

September 14, 2020

RECOMMENDATION

That the Public at Large Appointments Policy 113C, be approved as presented.

STRATEGIC ALIGNMENT

In Councils Strategic Plan for the 2017-2021 term, Good Governance is a focus area with the goal: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."* One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

LEGISLATIVE AUTHORITY

Council's principal role in municipal organization: Section 201(1) (a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the duty to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

Policy 113C was presented at the September 8, 2020 Policies and Priorities meeting, where direction was given to bring this policy back to a regular council meeting for a decision.

RISK/CONSEQUENCES

1. Council can table policy 113C and request additional information. Council would need to be specific in the information they are seeking.
2. Council can direct administration to make changes on this policy. Council would need to be specific in the requested changes.
3. Council can receive this RFD for information.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Draft Council Policy 113C Public at Large Appointments

Author: Kelly Lloyd, Coordinator of Strategic Affairs	Date: September 8, 2020
Director Signature	Date:
CAO Signature: Electronically Approved	Date: September 11, 2020



Prepared By: Office of the CAO

Effective Date:

Council Resolution No.:

References: Human Resources Canada
 Elected Official Member Appointment Policy
 Rewrite of Administrative Policy 302

POLICY STATEMENT

The Town of Olds values the work of volunteers to any authority, board, commission or committee that the Town of Olds manages and as such will provide a consistent and fair approach to the appointment and recognition of volunteer members.

PURPOSE

This policy is to establish a process in which the Town of Olds recruits volunteers for public-at-large appointments to various Town managed authority, board, commission or committee (ABC's) and how those volunteers will be recognized for their contribution.

SCOPE AND GUIDELINES

This policy applies to all Town of Olds residents who are eligible to be appointed to an ABC.

DEFINITIONS

"Conflict of Interest" is a situation in which a person or organization is involved in multiple interests, financial or otherwise, and serving one interest could involve working against another. Typically, this relates to situations in which the personal interest of an individual or organization might adversely affect a duty owed to make decisions for the benefit of a third party.

"Council Committee" means an Ad Hoc or Standing Committee, or any other body established by Council. Council Committee does not include an assessment review board established under section 454 or a Subdivision and Development Appeal Board established under section 627.

'Legally entitled to work in Canada' is defined by Human Resources and Skill Canada as a Canadian citizen; permanent resident; refugees in Canada to whom that status has been legally granted

"Standing Committee" means a Council Committee, formed to do its assigned work on an ongoing basis. This committee does not have an end date and it is formed to discuss items specific to municipal functions. (I.e. Standing Committee on Transportation)

'Pecuniary Interest' means something of which could monetarily affect you, your spouse, or adult interdependent partner, or children, your parents or the parents of your spouse, or a business in which employs you or in which you have an interest.

RESPONSIBILITIES

The Chief Administrative Officer is responsible to ensure the recruitment of volunteers to Town managed ABC's are performed within the terms of this policy.

STANDARDS

Public-at-Large Members are appointed to authority, boards, commissions or a committee that are granted the authority by Council to make decisions on behalf of Council to which elected officials and citizens are appointed to at the Town of Olds annual Organizational Meeting or occasionally, as required.

Authority, Board, Commission or Committee Administration

- a) A current record of all appointments to town managed authority, board, commission or committees, including term end dates and mailing address of each member is maintained by the Town Legislative Clerk.
- b) To be eligible for appointment as a public-at-large member to a Town managed ABC's , applicants must be:
 - of the full age of 16 years to 18 years of age with consent in writing from a parent or guardian; or over the age of 18 years; and
 - Canadian citizens or those legally entitled to work in Canada as defined by Human Resources Canada or a temporary visa holder or a refugee waiting for their claim for refugee status to be determined;
 - Not be an employee of the Town;
 - Not be in arrears or otherwise owing the Town;
 - Not be in litigation with the Town; and
 - Not have been convicted of an indictable offence or a criminal offence involving fraud.
- c) All appointments shall be for a two-year term except as required by statute or if the appointment is to fill a vacancy then the appointment shall be for the remainder of the two-year term. If the remainder of the two year term is less than six months the recommendation may reflect the remainder of the two year term, plus a subsequent two year term.
- d) Those volunteers seeking reappointment will be considered with all other applications received. (must re-apply).

Volunteers will be invited to the Town hosted annual Volunteer Appreciation Night and a suitable gift and Certificate of Appreciation from Town of Olds will be issued to volunteer members or members-at-large for recognition of their service on Olds Fire Departments, Council Advisory Boards, and committees. Each individual will only be entitled to receive one gift per committee which they have volunteered for.

Membership

- a) Public-at-large members are required to notify the town in writing if their place of residence changes.
- b) If a public-at-large member misses three consecutive meetings without the Chair having received notice of the members justifiable absence or, if a member misses three regular meetings the Chair of the board, committee or task force can request their resignation.
- c) Public-at-large members shall not disclose any confidential or personal information that they have access to through the performance of their duties.
- d) At the end of their appointment public-at-large members are to return all documents and other materials acquired through the performance of their duties to the Town of Olds.
- e) Public-at-large members shall not discuss or vote on any matter which they have a Pecuniary Interest of any other Conflict of Interest.
- f) In the performance of their duties public-at-large members should act with the appropriate courtesy and respect, and shall conduct themselves with decorum.



Request for Decision

40

Council Policy 501C Utilities**7G**

September 14, 2020

RECOMMENDATION**That the Utilities Policy 501C, be approved as presented.****STRATEGIC ALIGNMENT**

In Councils Strategic Plan for the 2017-2021 term, Good Governance is a focus area with the goal: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."* One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

LEGISLATIVE AUTHORITY

Council's principal role in municipal organization: Section 201(1) (a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the duty to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

Policy 501C was presented at the September 8, 2020 Policies and Priorities meeting, where direction was given to bring this policy back to a regular council meeting for a decision.

RISK/CONSEQUENCES

1. Council can table policy 501C and request additional information. Council would need to be specific in the information they are seeking.
2. Council can direct administration to make changes on this policy. Council would need to be specific in the requested changes.
3. Council can receive this RFD for information.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Draft Council Policy 501C Utilities

Author: Kelly Lloyd, Coordinator of Strategic Affairs	Date: September 8, 2020
Director Signature	Date:
CAO Signature:	Date:



Prepared By: Operations

Effective Date:

Council Resolution No.:

References: Canadian Drinking Water Standards
 Alberta Environment Standards Code of Practice Soley for a Distribution System
 Level II Wastewater Approval
 Water and Wastewater Bylaw 2018-45

POLICY STATEMENT

The Town of Olds will provide for the inspection and maintenance of drinking water distribution, storm water collection, and wastewater collection systems.

PURPOSE

To provide the Town of Olds with reliable, clean, safe and aesthetically pleasing water distribution and wastewater collection systems that meet or exceed federal and provincial standards, as well as operator Code of Practice.

SCOPE AND GUIDELINES

This policy applies to all drinking water, storm water, and wastewater systems within the Town of Olds boundary.

DEFINITIONS

“Drinking Water Distribution System” includes all drinking water mains and service lines, as well as water meters, valves and fire hydrants.

“Storm Water Collection System” includes all storm water mains, catch basins, storm water ditches and retention ponds.

“Wastewater Collection System” includes all sewer mains, service lines, manholes and lift stations.

RESPONSIBILITIES

The CAO, and/or designate, shall be responsible for the implementation of this policy.

STANDARDS

The Town of Olds drinking water, storm water, and wastewater systems shall be operated following Alberta Environment standards; license and approvals.

Complaints shall be responded to within 24 hours should a safety concern exist. An emergency phone line shall be provided to the public for concerns existing outside of regular business hours.

The Town shall perform the appropriate inspections, readings, collection of samples, and adherence to maintenance schedules as per the appropriate legislation. Water main breaks and wastewater blockages will be investigated and responsibility assigned as per the Water and Wastewater Bylaw.

The Town shall keep adequate records pertaining to all aspects of distribution and collection system. This includes and is not limited to:

- Samples;
- Maintenance (schedules / flushing / leaks, water main break occurrences);
- Inspections and Readings; and
- **As Built Drawings**

*Amended:
Merging of Policies 801, 802 & 808*



Request for Decision

43

Council Policy 1001C Tourism**7H**

September 14, 2020

RECOMMENDATION**That the Tourism Policy 1001C, be approved as presented.****STRATEGIC ALIGNMENT**

In Councils Strategic Plan for the 2017-2021 term, Good Governance is a focus area with the goal: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."* One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

LEGISLATIVE AUTHORITY

Council's principal role in municipal organization: Section 201(1) (a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the duty to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

Policy 1001C was presented at the September 8, 2020 Policies and Priorities meeting, where direction was given to bring this policy back to a regular council meeting for a decision.

RISK/CONSEQUENCES

1. Council can table policy 1001C and request additional information. Council would need to be specific in the information they are seeking.
2. Council can direct administration to make changes on this policy. Council would need to be specific in the requested changes.
3. Council can receive this RFD for information.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Draft Council Policy 1001C Tourism

Author: Kelly Lloyd, Coordinator of Strategic Affairs	Date: September 8, 2020
Director Signature	Date:
CAO Signature: Electronically Approved	Date: September 11, 2020



Prepared By: Office of the CAO

Council Approval Date:

Effective Date:

Council Resolution No.:

References: Economic Development Strategy

POLICY STATEMENT

The Town of Olds will coordinate and invest in a tourism strategy as a component of an overall economic development strategy.

PURPOSE

The purpose of this policy is to focus on continued long term growth and prosperity for the Town of Olds through tourism related initiatives. This may be through self-directed initiatives or by joining in partnerships within and outside of the town, as well as with regional entities.

SCOPE

The policy shall support tourism related initiatives that create value and prosperity for the town, however, being mindful of the opportunities to develop regional initiatives in partnership with other agencies and municipalities.

The goal of the tourism strategy will be based on the following four objectives:

1. Increase the number of people who choose to visit Olds.
2. Increase the amount of money spent by visitors in the community of Olds.
3. Increase utilization of revenue producing facilities within the community of Olds.
4. Create great visitor experiences that result in visitor referrals and return visits.

RESPONSIBILITIES

The Chief Administrative Officer (CAO) is authorized by Council to delegate authority to the Economic Development Secretariat; and the authority to utilize budgetary funds to develop a tourism strategy for the Town. This may include the creation of a committee specifically dedicated to providing guidance and advice to Council in carrying out this strategy.

The Olds Destination Collective Fund is a tool to support this policy.

STANDARDS

1. To report to Council on an annual basis on activities and initiatives of the Strategy
2. To develop metrics to determine how to measure spin-offs from the Town's investments.



Request for Decision

45

Council Policy 1002C Economic Development

71

September 14, 2020

RECOMMENDATION

That the Economic Development Policy 1002C, be approved as presented.

STRATEGIC ALIGNMENT

In Councils Strategic Plan for the 2017-2021 term, Good Governance is a focus area with the goal: *"The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made."* One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

LEGISLATIVE AUTHORITY

Council's principal role in municipal organization: Section 201(1) (a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the duty to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

Policy 1002C was presented at the September 8, 2020 Policies and Priorities meeting, where direction was given to bring this policy back to a regular council meeting for a decision.

RISK/CONSEQUENCES

1. Council can table policy 1002C and request additional information. Council would need to be specific in the information they are seeking.
2. Council can direct administration to make changes on this policy. Council would need to be specific in the requested changes.
3. Council can receive this RFD for information.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Draft Council Policy 1002C Economic Development

Author: Kelly Lloyd, Coordinator of Strategic Affairs	Date: September 8, 2020
Director Signature	Date:
CAO Signature: Electronically Approved	Date: September 11, 2020



1002C Economic Development

Supporting Procedure (if any)

Prepared By: Office of the CAO

Effective Date:

References: Municipal Government Act
Records Management Retention Schedule Bylaw
Destination Olds Collective Fund Policy
Elected Official Appointments Policy
Engagement Policy
Terms of Reference Policy

Council Resolution No.:

POLICY STATEMENT

Economic Development is all about creating an environment where businesses and investors can thrive. This environment:

- Encourages innovation;
- Welcomes **diversity**;
- Streamlines processes and timelines;
- Creates tools that allow for growth;
- Provides consumers with choices;
- Protects our environment; and
- Protects our health and safety

PURPOSE

Economic Development is a process by which the economic well being and quality of life of the Town of Olds and its residents, are enriched resulting in stronger, more resilient, and inclusiveness.

SCOPE

The scope of this policy applies to all economic development efforts within the Town of Olds. which will use its best efforts to connect and engage partners, stakeholders and clients to help meet their needs and, is dedicated to providing timely, accessible, engaged and collaborative services to all of our clients, community partners, and residents of Olds.

DEFINITIONS

Ad Hoc Committee means a committee with a specific task or objective, and dissolved after the completion of the task or achievement of the objective. This committee has a beginning and an end.

Business Retention, Investment and Expansion (BRIE) is an economic development strategy focussed on encouraging existing businesses to stay and grow, through proactively connecting with those businesses to understand and respond to local business needs. This also involves creating the right environment for which business and industry wish to invest in.

Economic Development is programs, policies or activities that seek to improve the economic well-being and quality of life for a community.

47

Economic Development Secertariat is a Standing Committee created to provide local perspective and guidance on economic development initiatives. It is a mechanism for collaboration between the Town of Olds, the Olds Institute for Community and Regional Development and the Olds & District Chamber of Commerce, to provide consistent and accurate information out to the public regarding the Town of Olds, to create a prosperous and resilient community.

Standing Committee means a committee, formed to do its assigned work on an ongoing basis. This committee does not have an end date and it is formed to discuss items specific to municipal functions. (I.e. Standing Committee on Transportation).

Tourism is defined as the act and process of spending time away from home in pursuit of recreation, relaxation, and pleasure, while making use of the commercial provision of services.

RESPONSIBILITIES

The Chief Administrative Officer (CAO) or designate(s) is responsible for administering this policy within the standards established.

STANDARDS

Economic Development in the Town of Olds will promote a process that is coordinated through:

- Improvement of the business environment
- Development of a skilled workforce
- Availability of marketable buildings and land
- Investment in built assets to attract business
- Improvement of the community's quality of life
- Promotion of the Town of Olds

Through Ad-Hoc Committees, guided by the Economic Development Secretariat, strategies will be developed regarding Economic Development, Tourism, and Business Retention, Investment and Expansion.



Request for Decision

48

Council Policy Repeals**7J**

September 14, 2020

RECOMMENDATION

That Council Policy 1002 Sale of Town Property and Council Policy 1004 Creation, Maintenance and Retention of the Town of Olds Bylaws, be repealed.

STRATEGIC ALIGNMENT

In Councils Strategic Plan for the 2017-2021 term, focus area one is Good Governance. The goal for this area is:

“The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made.”

One of the strategies to accomplish this is identified as item 1.4:

“Develop a strategic, comprehensive review of all by-laws and policies over the next four years.”

LEGISLATIVE AUTHORITY

- Council’s principal role in municipal organization: Section 201(1)(a): A council is responsible for developing and evaluating the policies and programs of the municipality; and
- General Duties of Councillors: Section 153(b) Councillors have the following duties to participate generally in developing and evaluating the policies and programs of the municipality.

BACKGROUND

At the last Policy Advisory Team meeting, the team recommended to repeal Policies 1002 and 1004. Both policies are superseded by legislation through the Municipal Government Act.

RISK/CONSEQUENCES

Council can make revisions to this document. In doing so, the revisions must be articulated clearly by council.

FINANCIAL CONSIDERATIONS

None.

ATTACHMENTS

1. Policy 1002 Sale of Town Property
2. Policy 1004 Creation, Maintenance and Retention of the Town of Olds Bylaws

Author:	Kelly Lloyd, Coordinator of Strategic Affairs	Date: August 12, 2020
CAO Signature:	Electronically Approved	Date: September 11, 2020

Town of Olds

POLICY STATEMENT

Title: Town Owned Property	Policy No: 1002
Authority: Council	Supersedes: N/A
Approval: Resolution No. 00-354	Effective/Approved Date: August 14 th , 2000
Policy Statement: Section No. 6 of the Municipal Government Act (MGA), gives a Council natural persons powers, which would include the right to sell property. Section No. 70 of the (MGA) states the Town may sell its property at a price equal to, or greater than, market value without advertising the intention to sell the property.	
Purpose: The Town of Olds shall have the right to accept or reject any offer on any Town owned property. All sales are subject to Council approval.	

Town of Olds

POLICY STATEMENT

Title: Creation, Maintenance and Retention of the Town of Olds Bylaws	Policy No: 1004 Procedure: 1004-01 Supersedes: N/A
Authority: Council Approval: February 28, 2005	Effective Date: February 28, 2005
<p>Policy Statement: The Town of Olds has a legal duty to create, maintain and retain an Official Record of the business of the Town Council. Meeting Minutes, Agendas and Bylaws form the Official Record of the Town of Olds.</p> <hr/> <p>Purpose: To define a process for the creation, maintenance and retention of Bylaws, as required by the Municipal Government Act of Alberta.</p>	



Request for Decision

Proclamation: Orange Shirt Day September 30, 2020

September 14, 2020

7K

RECOMMENDATION

That Council proclaim Wednesday, September 30, 2020, as Orange Shirt Day in the Town of Olds.

STRATEGIC ALIGNMENT

The Town of Olds will lay the foundation to ensure responsible and sustainable growth. To foster relationships with partners that provide culture and social development programs and services in the community.

The Town of Olds is committed to transparent and inclusive processes that are responsive and accountable. To support FCSS initiatives to enhance well-being of community.

LEGISLATIVE AUTHORITY

The request for proclamation meets the criteria established in Policy 114C: Proclamations.

BACKGROUND

Orange Shirt Day is a legacy of the St. Joseph Mission (SJM) residential school commemoration event held in Williams Lake, BC, Canada, in the spring of 2013. It grew out of Phyllis (Jack) Webstad's story of having her shiny new orange shirt taken away on her first day of school at the Mission, and it has become an opportunity to keep the discussion happening annually on the impacts of residential schools.

The date was chosen because it is the time of year in which children were taken from their homes to residential schools, and because it is an opportunity to set the stage for anti-racism and anti-bullying policies for the coming school year. It also gives teachers time to plan events that will include children, as we want to ensure that we are passing the story and learning on to the next generations.

Orange Shirt Day is also an opportunity for First Nations, Inuit and Métis Peoples, local governments, schools and communities to come together in the spirit of reconciliation and hope for generations of children to come.

RISK/CONSEQUENCES

1. Council can proclaim Wednesday, September 30, 2020, as Orange Shirt Day in the Town of Olds, and encourage Town staff to wear their own orange shirts on that day.
2. Orange Shirts could be purchased for Town of Olds staff and Council Members who would like to wear one that day from Council promotions budget.
3. Council can receive the request for information thereby not making the declaration.
4. Council can make another recommendation being specific in what it wishes to direct as an alternate follow up.

FINANCIAL CONSIDERATIONS

NA

ATTACHMENTS

1. 2020 Proclamation of Orange Shirt Day
2. What is Orange Shirt Day

Submitted By:	Michelle Jorgensen Heritage Advisor	Date: August 28, 2020
Director Signature:		Date: 2020 SEP 10
CAO Signature:		Date: Sep 10/2020



OFFICE OF THE MAYOR

PROCLAMATION "Orange Shirt Day"

Wednesday, September 30, 2020

Orange Shirt Day is a legacy of the St. Joseph Mission (SJM) residential school commemoration event held in Williams Lake, BC, Canada, in the spring of 2013. It grew out of Phyllis (Jack) Webstad's story of having her shiny new orange shirt taken away on her first day of school at the Mission.

The date was chosen because it is the time of year in which children were taken from their homes to residential schools, and because it is an opportunity to set the stage for anti-racism and anti-bullying policies for the coming school year.

WHEREAS, Orange Shirt Day is observed in Olds as an opportunity for First Nations, Inuit and Métis Peoples, local governments, schools and communities to come together in the spirit of reconciliation and hope for generations of children to come;

AND WHEREAS, the Olds community is part of continuing to keep the discussion on all aspects of residential schools happening annually.

THEREFORE, we, the Elected Officials of the Town of Olds, do hereby proclaim Wednesday, September 30, 2020 as "*Orange Shirt Day*" in the Town of Olds.

Wednesday, September 30, 2020, "Orange Shirt Day" in the Town of Olds.

Signed this ____ day of September, 2020.

His Worship,
Mayor Michael Muzychka

September 30th is Orange Shirt Day

WEAR ORANGE on September 30th to
show your support.



**Better yet, ATTEND or ORGANIZE an
event in your community!**

What Is Orange Shirt Day? Annual Event Inspired By A Girl Who Couldn't Wear Hers

Phyllis Webstad was six-years-old when the new orange shirt she excitedly chose for her first day of school was stripped off her back. She never saw it again.

It was the early '70s and Webstad was the third generation of her family to attend St. Joseph's Residential School in Williams Lake, B.C. Most people knew it as The Mission.

She was a kid. She didn't know that merely being born an indigenous child surrendered her to an education system designed to break down her identity.

"The colour orange has always reminded me of that and how my feelings didn't matter, how no one cared and how I felt like I was worth nothing," she said in a statement. "All of us little children were crying and no one cared."

From the 1880s until the last school shut down in 1996, Canada's residential school system forced about 150,000 First Nations, Inuit and Metis children to attend church-run facilities that aimed to "take the Indian out of the child."



Orange Shirt Day/Facebook

A childhood photo of Phyllis Webstad.



Request for Decision

55

Special Closed Council Meeting

7L

September 14, 2020

RECOMMENDATION

That Council call a Special Closed Council Meeting for Monday, September 14, 2020 at 6:00 pm at the Pomeroy Inn & Suites, in Olds, Alberta.

STRATEGIC ALIGNMENT

The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made. The Town of Olds is committed to transparent and inclusive processes that are responsive and accountable.

LEGISLATIVE AUTHORITY

Municipal Government Act

Meeting Procedures COVID-19 Suppression) Regulation

Town of Olds Procedural bylaw

Changes by way of resolution, can be made to the date, time or place of a regularly scheduled Council meetings, provided that at least twenty-four (24) hours' notice of the change is given to any Councillor not present at the meeting at which the change was made and that notice is given to the public.

BACKGROUND

The Mayor has deemed it appropriate to call a special closed council meeting and provided Council at least twenty-four (24) hours' notice and the public, stating the purpose of the meeting and the date, time and place at which the special meeting shall be held.

Section 197 of the MGA states that councils and council committees must conduct their meetings in public unless the matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy (FOIP)* (s. 16 to 29).

This section also indicates that a council or council committee must pass a resolution stating the reason and the section of FOIP that applies before closing all or any part of a meeting to the public.

RISK/CONSEQUENCES

Not conducting the Special Closed Council Meeting in accordance to the MGA and the Town of Olds Procedural Bylaw, would be an offence.

FINANCIAL CONSIDERATIONS – To be determined. (Cost of facility, meeting supplies and COVID supplies)

ATTACHMENTS - n/a

Author:	Marcie McKinnon Legislative Clerk	Date: September 11, 2020
CAO Signature:	Electronically Approved	Date: September 11, 2020



Request for Decision

57

Reports from Council, Authorities, Boards and Commissions

September 14, 2020

8A

RECOMMENDATION

That the reports from Council, Authorities, Boards, and Commissions ending September 14, 2020 be received for information.

STRATEGIC ALIGNMENT

The Town of Olds is committed to transparent and inclusive processes that are responsive and accountable.

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

The appointment of elected officials 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.

	Central Alberta Economic Partnership		Municipal Planning Commission
	Citizens' on Patrol		Olds & District Chamber of Commerce
	Emergency Management		Olds & District Community Policing Society
	Family & Community Support Services		Olds Institute for Community & Regional Development
	Inter-municipal Planning Commission		Olds & District Municipal Library Board
	Inter-municipal Subdivision and Development Appeal Board		Olds Institute Technology Committee
	Mountain View Regional Waste Management Commission		Parkland Community Planning Services
	Mountain View Regional Water Services Commission		Parkland Regional Library Board
	Mountain View Seniors' Housing		Red Deer River Municipal Users Group
	Mountain View County Highway 2/27 ASP Steering Committee		South Red Deer Regional Wastewater Commission

	Municipal Area Partnership	✓	Southern Alberta Energy from Waste Association
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RISK/CONSEQUENCES

- Council can pass/make another recommendation being specific in what it wishes to direct as an alternate follow up.

FINANCIAL CONSIDERATIONS

✓ **Approved by budget**

☐ **New = Budget Adjustment**

Cost	Funding Source (budget/in kind/grant) with G/L Code
Council Personal Development Plans	2020 Operation Budget
Total Cost	

ATTACHMENTS

Various minutes are attached

Author:	Marcie McKinnon Legislative Clerk	Date: September 11, 2020
CAO Signature:	Electronically Approved	Date: September 11, 2020

TOGETHER **WE CAN**



59

Welcome!

Summer 2020 Municipal Leaders' Caucus
Sylvan Lake



Overview of the Day

- Welcome from the Town of Sylvan Lake
- Message from Minister of Municipal Affairs
- President's Report
- Session 1 – Policing
- Session 2 – Local Government Fiscal Framework
- Session 3 – Fair Deal for Municipalities
- Roundtable
- Closing Remarks

AUMA Board of Directors

61



Welcome from the Town of Sylvan Lake

62



TOGETHER **WE CAN**



63

President's Report

Summer 2020 Municipal Leaders' Caucus



COVID-19 Measures

- Food to be individually packaged
- Bottled beverages will be available
- No pre-printed nametags
- Seats are physically distanced throughout the space
- Masks and hand sanitizer are available



COVID-19 Pandemic – Supports for Members

- AUMA has been working across sectors to support members.
- Keeping members informed of the latest developments that impact them.



Business Highlights

- Business services supports
- \$805,000 to support advocacy efforts
- \$2M in premium credits for employee benefits
- \$2.5M in price reductions for insurance
- Electricity prices 5% to 18% below forecast



AUMA Administration Update

- Most staff working from home.
- Virtual meetings.
- Use of technology to enhance our business and advocacy work.
- AUMA Executive Committee has been meeting once a week.
- Business travel has resumed.
- Maintaining on-going communication and engagement with the provincial government.

Advocacy Highlights

- Access to Health Care
- Victim Services
- Future of Municipal Governance
- Red Tape Reduction & the MGA
- Assessment Model Review
- Economic Resiliency & Recovery Task Force
- Prompt Payment
- Municipal Climate Change Action Centre
- Elected Officials Education Program (EOEP)
- 2020 Convention

Access to Health Care

69

- Alberta Medical Association
- AMA has stressed the importance to their member physicians that a binding agreement between the province and AMA be negotiated in good faith.



Image from Red Deer Advocate, March 30, 2020:
<https://www.reddeeradvocate.com/news/alberta-doctors-send-letter-asking-government-to-delay-health-care-restructuring/>

Access to Health Care

- Alberta Health
- Their position is that an agreement between AMA and the province is not required to compensate physicians efficiently and effectively and ensure physician attraction and retention.

70



Image from Alberta Government Twitter account
August 26, 2016

Victim Services

- AUMA's 2018 resolution called on the province to adequately fund victim services units.
- Bill 16 expands the scope of the Victims of Crime Fund for uses beyond victim services.
- Alberta is now the only province that does not restrict the use of its Victims of Crime fund to services that support victims.



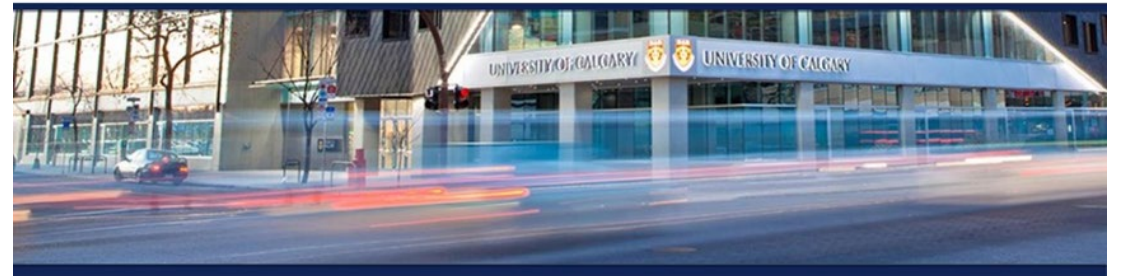
Future of Municipal Governance

- Explore governance options that will enable municipalities to build thriving communities into the future.



THE SCHOOL
OF PUBLIC POLICY

Practical | Global | Focused



Red Tape Reduction and the *Municipal Government Act*

- Part 17 of the MGA on Planning and Development:
 - Transparency of off-site levies
 - Municipal Government Board appeals
 - Timelines for development



Assessment Model Review

74

- Stakeholder meetings were held between January to May 2020, jointly led by Municipal Affairs and the Associate Ministry of Energy and Natural Gas.
- The meetings were attended by three AUMA representatives, as well as four RMA representatives. Four industry organizations also participated:
 - Canadian Association of Petroleum Producers (CAPP)
 - Canadian Energy Pipeline Association (CEPA)
 - Explorers and Producers Association of Canada (EPAC)
 - Canadian Property Tax Association (CPTA)
- The process was embargoed at the request of the province. All participants agreed to refrain from sharing information or discussions with anyone outside of the direct participants (including members).
- Aim of the review is to modernize the assessment model for regulated properties and develop options for model changes that take into account current costs, economic circumstances, and industry practices with a view to enhancing industry competitiveness while ensuring viability of municipalities.

Assessment Model Review

75

- On July 22, Municipal Affairs finished briefing the Premier, Government Ministers and MLAs on the engagement process.
- Embargo was lifted and stakeholder associations can now discuss freely with their members, media, etc.
- Urban municipalities would have to bear a greater share of education property tax given the reduction in industrial property assessments that would occur in numerous rural municipalities.
- Changes to the assessment model would result in regional impacts in the form of reduced cost-sharing and intermunicipal collaboration, as well as potential negative impacts on municipal viability.
- AUMA, in collaboration with RMA, will engage in direct advocacy with the Minister of Municipal Affairs, other relevant ministries MLAs, and relevant opposition critics.
- Online session for AUMA members was held on August 14 via Zoom to provide information on the review process and discuss province's proposals.

Modernizing the *Builders' Lien Act* (Prompt Payment)

76

- Only legislate prompt payment, if modernizing the Act cannot address problems around payment timelines and disputes.
- A system for settling disputes should be fast, fair and paid for by the parties accessing it, and should not add administrative burden to municipalities.
- Invoices and contract holdbacks should be linked so municipalities are not liable for incomplete work when they act as the customer.
- Lien provisions should be modernized to reflect the current state of the construction industry.
- Freedom to contract should be retained.

Economic Resiliency and Recovery Task Force ⁷⁷

- Serves as a venue for sharing ideas about issues that impact local economies across AUMA's member municipalities.
- Provides oversight and feedback on advocacy related to economic resiliency and recovery as directed by the AUMA Board.
- Develops recommendations on possible actions related to local economic issues for consideration by the AUMA Board.



Welcoming & Inclusive Communities

78

Contact wic@auma.ca for information on how we can help your municipality tackle racism and discrimination:

- Funding
- Training
- Toolkits
- Advice
- Networking



Welcoming & Inclusive Communities
Together we shine

Municipal Climate Change Action Centre

- MCCAC to administrator the Clean Energy Improvement Program
- Generous rebates available for: solar photovoltaic systems, electric vehicles, energy managers, energy efficiency improvements in recreation facilities.
- **Save on energy during recovery**
- **Visit mccac.ca for more information**



Largest rooftop mounted solar photovoltaic system in Canada. Genesis Place, City of Airdrie

Elected Officials Education Program goes virtual

- Corporate Planning and Finance
- Thursdays 2:30 - 4:00 or 4:30:
 - Sept 10
 - Sept 17
 - Oct 1
 - Oct 8
- Visit EOEP.ca for details and to register



TOGETHER WE CAN

81

2020 Convention

- Fully Virtual in 2020
 - Education sessions run September 16 – 23
 - Two sessions per day
 - Welcome to Convention & Municipal Trivia on September 23

TOGETHER WE CAN

82

2020 Convention

- Thursday, September 24
 - Opening Ceremonies
 - Keynote Speaker – Peter Mansbridge
 - AGM and Board Elections
 - Resolutions
 - Alberta Local Mix & Mingle
 - Evening Entertainment – Brett Kissel

TOGETHER WE CAN

83

2020 Convention

- Friday, September 25
 - Government Day
 - Two Minister Dialogue Sessions
 - Video Address from the Premier
 - Closing keynote – Hayley Wickenheiser
 - Announcement of the 2020/2021 Board of Directors

Please practice safe networking



TOGETHER **WE CAN**



85

Update on Policing

AUMA Summer 2020 Municipal Leaders' Caucus



Overview of Session

- How Police were Funded in Alberta
- 2016 Resolution
- New Police Funding Model
- 2018 Resolution
- Police Act Review
- Fair Deal Panel Recommendation: Provincial Police Force
- Alberta Police Advisory Board
- Questions

How Police were Funded in Alberta

87

Municipal Population	Municipal Responsibility	Provincial Responsibility	Federal Responsibility
Urban over 50,000	100%	Grants provided	-
Urban over 15,000	90%	Grants provided	10%
Urban from 5,000 to 15,000	70%	Grants provided	30%
Urban with 5,000 and under	-	70%	30%
Municipal Districts/Counties	-	70%	30%

2016 Resolution

88

- Equalization of Policing Costs
- To develop a more fair and equitable funding strategy to eliminate the operating gap of RCMP services between large municipalities and small municipalities.
- To provide municipalities the full cost of an RCMP member to eliminate the shortfall costs per member to be placed on the municipality.



New Police Funding Model

- Applies to urban municipalities with populations under 5,000 and all municipal districts and counties.
- Enables cost recovery for province:
 - 10% in Year One
 - 15% in Year Two
 - 20% in Year Three
 - 30% in Years Four and Five



Rollout of RCMP Resources in 2020-21

- 76 new police officers and 57 new civilian support positions created.
- 46 positions filled to date:
 - 25 frontline police officers
 - Beaverlodge, Edson, Evansburg, Mayerthorpe, Valleyview, Airdrie (2), Cochrane, Okotoks, Strathmore, Rocky Mountain House (2), Camrose, Blackfalds, Leduc, Morinville, Parkland, Stettler, Strathcona, Thorsby, Athabasca, Bonnyville, Cold Lake, Elk Point, St. Paul
 - 18 centralized police officer positions (specialized services)
 - 3 civilian positions (administrative and program support)

Rollout of RCMP Resources on 2020-21

91



Implementation of the New Funding Model



“No decisions will be made on deferring police funding model invoicing until the COVID-19 crisis has passed...”

- Minister of Justice and Solicitor General

2018 Resolution

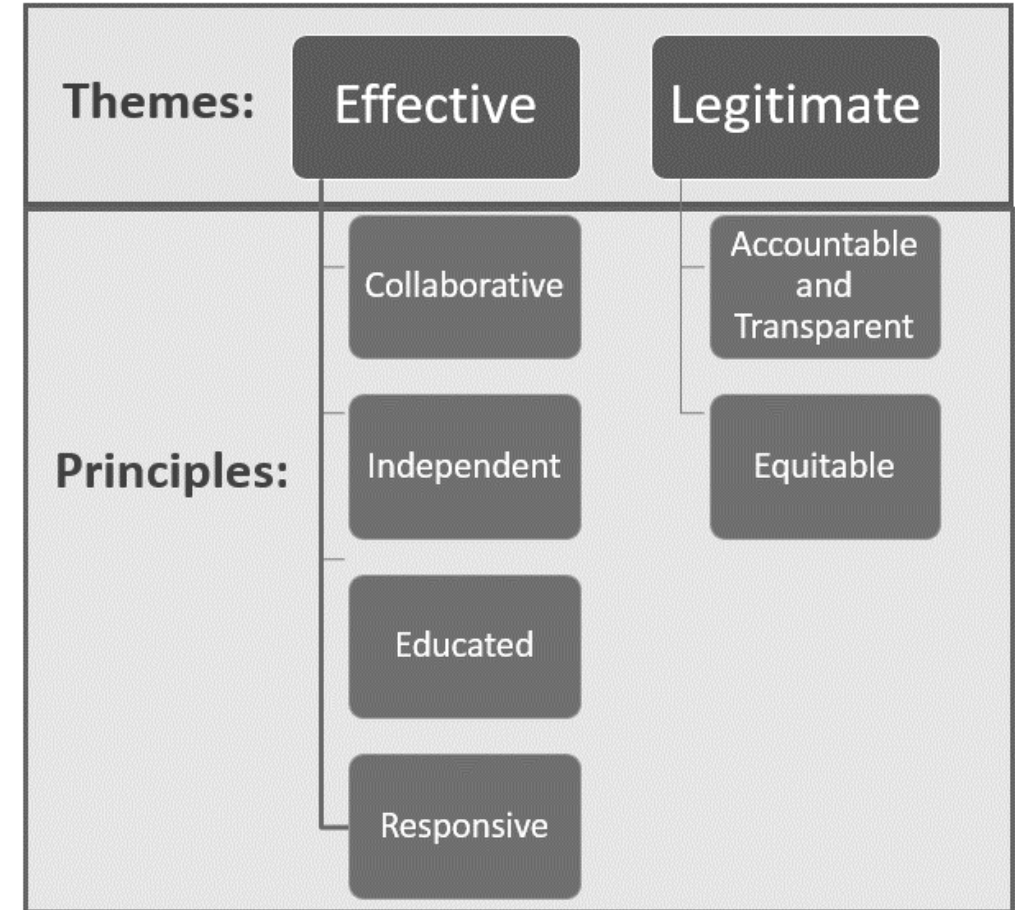
- Provincial Police Act Overhaul
- To enhance and preserve public confidence and transparency in Alberta policing to better reflect current community and police officer standards and expectations.



Police Act Review

94

- AUMA's 2019 submission for the review:
 - Identifies municipal priorities for the review
 - Proposes principles for the overall Act
 - Proposed principles for a new funding model



Police Act Review

95



Fair Deal Panel Recommendation: Provincial Police Force ⁹⁶



Alberta Provincial Police
machine-gun equipped
motorcycle and side car during
the Drumheller Coal Miners
Strike

(source: Alberta Culture via daveberta.ca)

Fair Deal Panel Recommendation: Provincial Police Force



Alberta Police Advisory Board

98



Interim Alberta Police Advisory Board



Bill Given



Angela Duncan



Trina Jones



Tanya Thorn

Engaging with Members on Policing

- Member Feedback:
 - Surveys
 - Webinars/Virtual Meetings
 - Written Submissions
- Reporting Back to Members:
 - Digests
 - Direct Emails
 - Webpage Updates
 - Webinars/Virtual Meetings



Questions / Discussion

- Police Funding
- *Police Act* Review
- Provincial Police Force
- Police Advisory Board

Current Municipal Engagement with RCMP

- 1) Does your Council meet regularly with your Detachment Commander?
- 2) Is your Council involved in the development of the Detachment's Annual Service Plan?
- 3) Does your Council receive regular reporting (such as information and statistics) from your local Detachment?

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103

Local Government Fiscal Framework

Summer 2020 Municipal Leaders' Caucus



Agenda

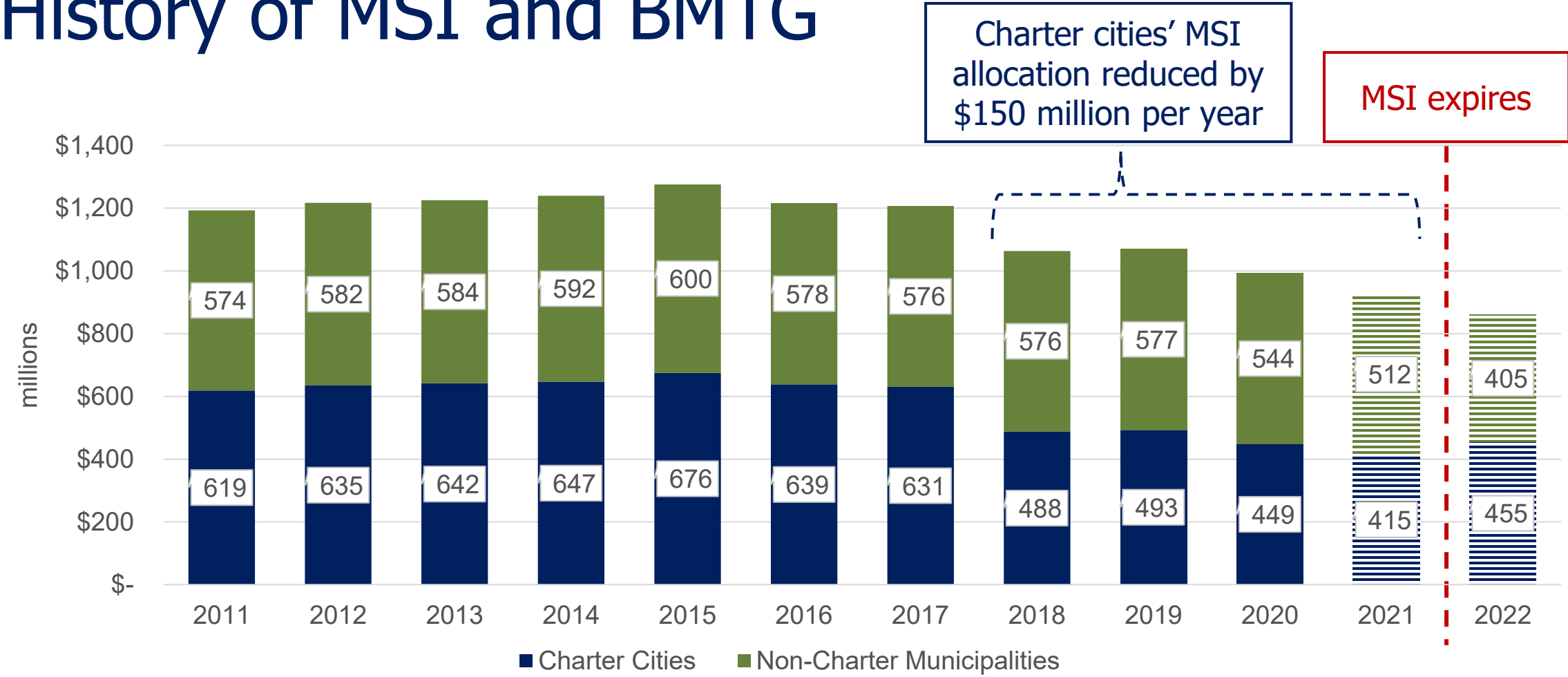
Part A

LGFF
funding pool

Part B

Allocation of
the funding
pool

History of MSI and BMTG



Note 1: The March 2018 advance of MSI Capital is presented as \$400 million in 2018 and \$400 million in 2019.
 Note 2: 2022 funding excludes the \$30 million LGFF operating as it is not part of the LGFF Act.



AUMA's vision and principles for a new infrastructure funding framework

106

Vision

Alberta municipalities have an enduring partnership with the Government of Alberta that recognizes our shared responsibility to fund the infrastructure that Albertans rely on to maintain economically, environmentally and socially resilient communities.

Principles for new infrastructure funding pool

Revenue
adequacy

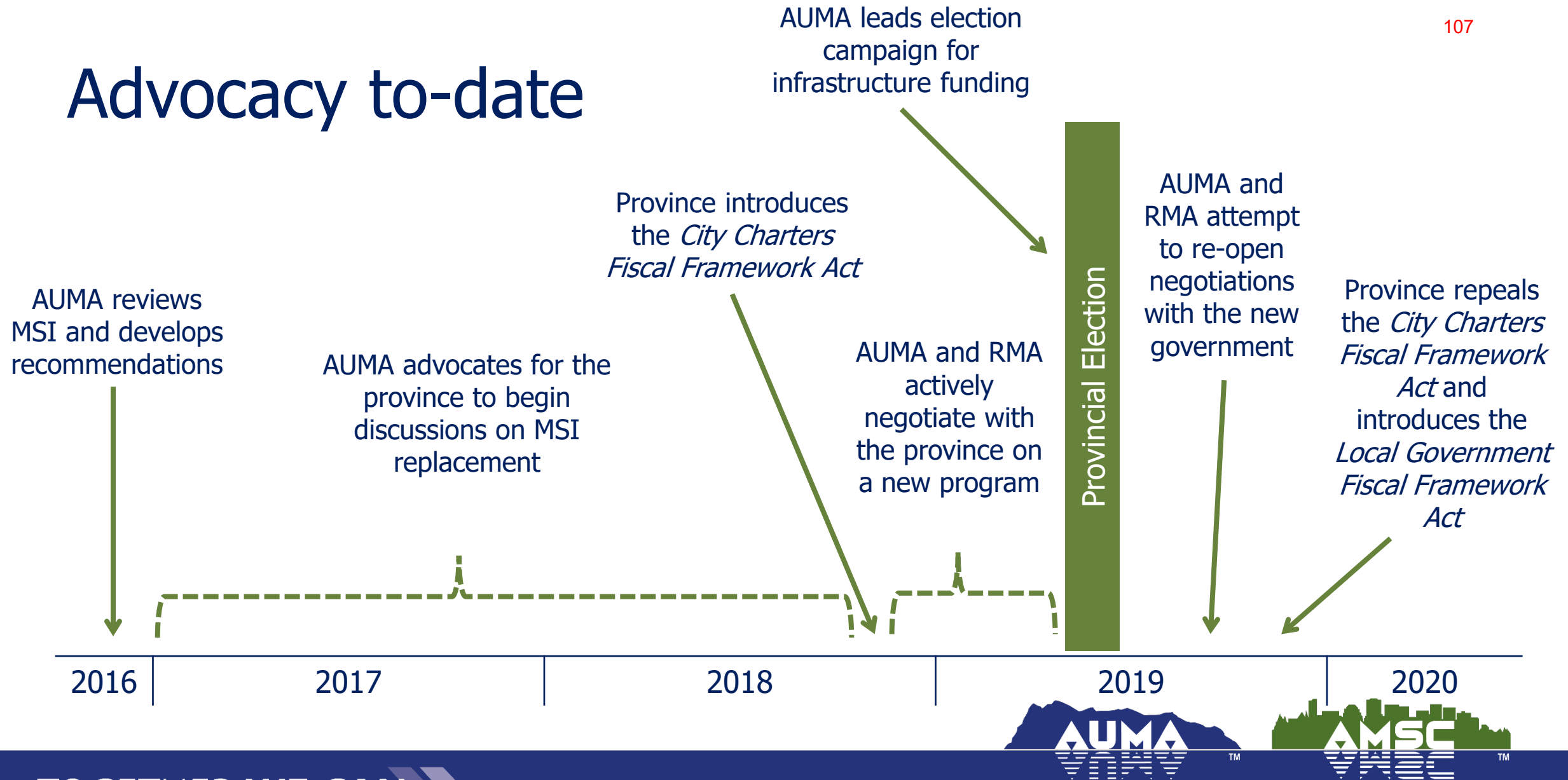
Predictability

Responsive

Honour prior
commitments

Embedded in
legislation

Advocacy to-date



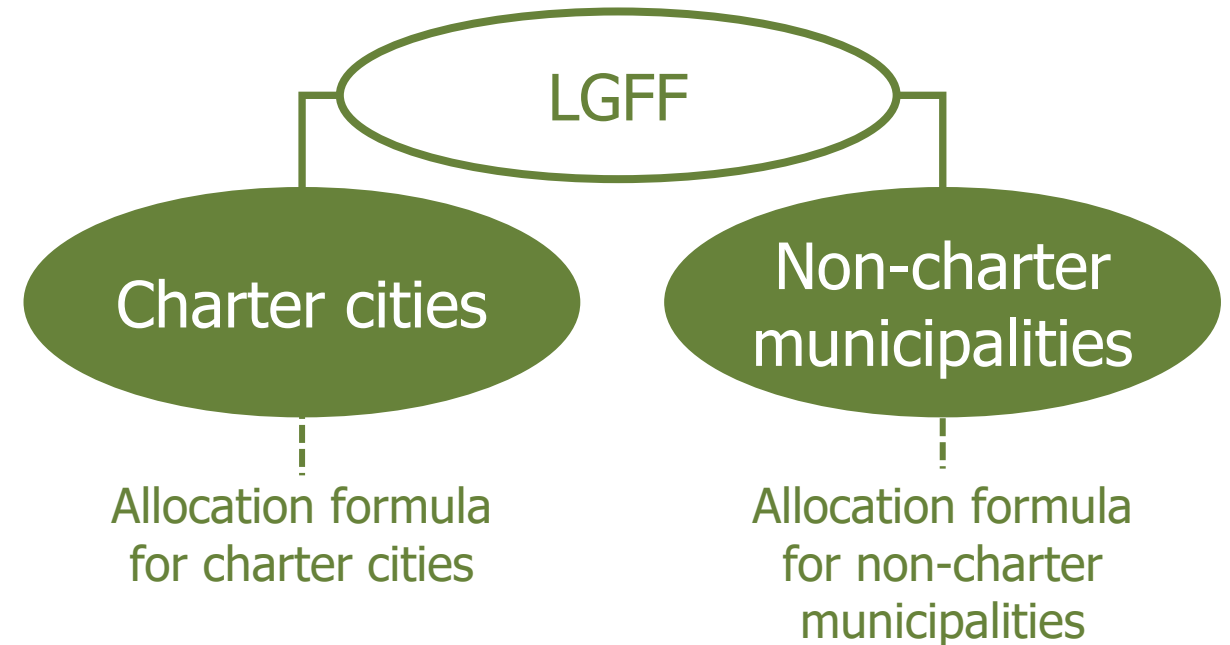
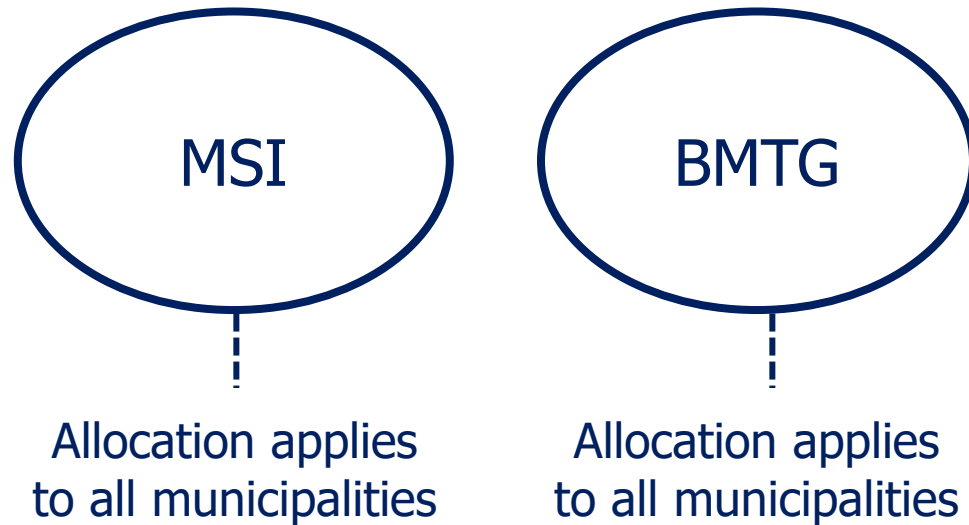
Today versus the future

108

Today



Starting in 2022



Local Government Fiscal Framework

109

	Charter Cities	Non-Charter Municipalities
Two capital funding pools	<ul style="list-style-type: none"> \$455 million in 2022 	<ul style="list-style-type: none"> \$405 million in 2022
How the funding grows	<ul style="list-style-type: none"> Each capital funding pool will increase/decrease annually based on the change in the province's total revenue, excluding revenues associated with the <i>Climate Change and Emissions Management Act</i>. 	
Restrictions to the growth of funding	<ul style="list-style-type: none"> Annual changes are indexed at 50% of the change in provincial revenue. Growth is exempt from one-year changes in revenues that exceed \$100 million per revenue stream. 	
How is predictability created?	<ul style="list-style-type: none"> Calculated on the actual change in provincial revenues from three years prior. Municipalities will always know their LGFF funding for the next two years, plus have the ability to forecast future amounts. 	
Allocation formula?	<ul style="list-style-type: none"> 48% population, 48% education tax requisitions, 4% KM of local roads (MSI) 	<ul style="list-style-type: none"> To be determined



Example of the \$100 million exemption

110

Calculating the 2023 funding

Provincial revenue (millions)
 Less: new revenue from a fiscal policy change
 Adjusted revenue for calculating LGFF funding

<u>2022</u>	<u>2023</u>	<u>Growth rate</u>
\$50,000	\$55,000	10.0%
	(3,000)	
\$50,000	\$52,000	4.0%

Calculating the 2024 funding

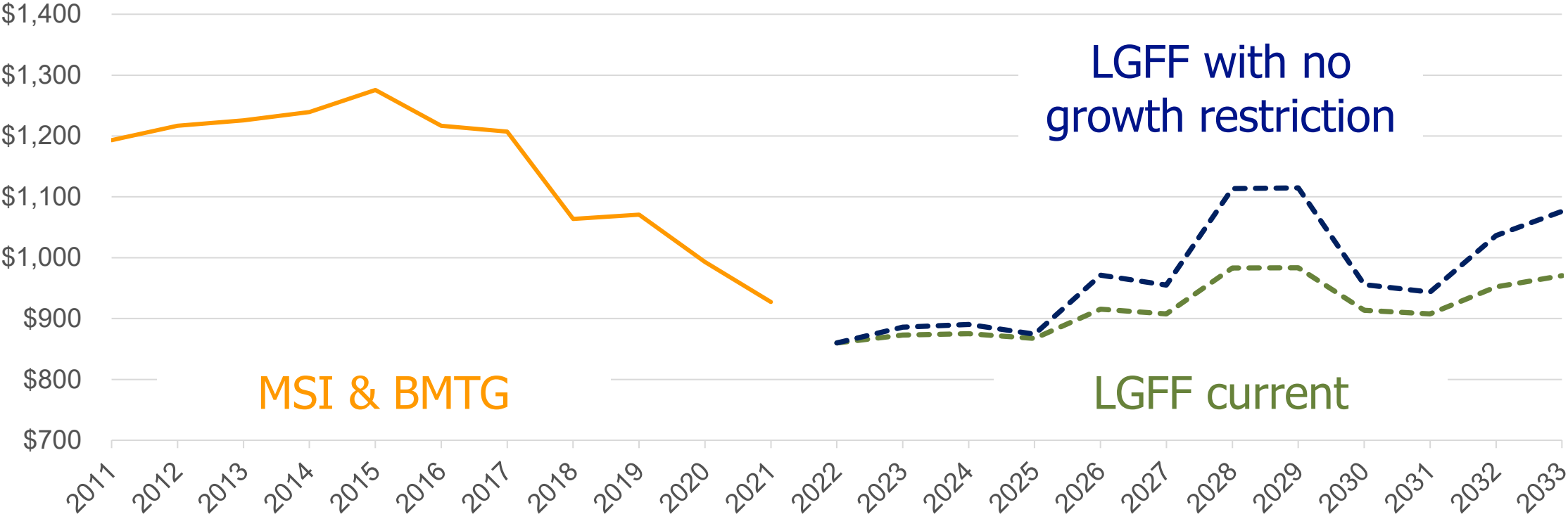
Provincial revenue (millions)
 Less: new revenue from a fiscal policy change
 Adjusted revenue for calculating LGFF funding

<u>2023</u>	<u>2024</u>	<u>Growth rate</u>
\$55,000	\$56,000	1.8%
n/a	-	
\$55,000	\$56,000	1.8%



LGFF funding if Alberta's economy repeated the last 12 years

111



Note 1: LGFF forecast is based on the % change in provincial revenues between 2007-08 and 2018-19.
Note 2: LGFF forecast does not account for any times that the \$100 million exception would have been triggered.



Operating funding

- The *LGFF Act* only applies to capital funding
- Budget 2020 indicates that an LGFF operating program will also start in 2022
- \$30 million per year – same as MSI operating
- Not legislated

What has changed from the City Charters Fiscal Framework?¹¹³

Applies to all municipalities, not just charter cities

2022 funding for charter cities is reduced by a further 9%

100% of funding is linked to provincial revenues

50% growth restriction is permanent

No requirement for the *Act* to be reviewed

\$400 million transit funding is eliminated

\$50 million Regional Economic Infrastructure Fund is eliminated

How LGFF rates against AUMA's principles

114

Principle/objective	Rating	Reason
Revenue adequacy	✗	LGFF will deliver 25% less funding than the 2011-2021 average of MSI and BMTG and will not keep pace with the economy.
Increased predictability	✓	Allocations are known two years in advance.
Responsiveness	✓	Indexed to provincial revenue.
Honour prior commitments	✗	Municipalities will receive \$170 million less than the original \$11.3 billion MSI commitment.
Legislated	✓	<i>Local Government Fiscal Framework Act</i>



Opportunities for improvement

1. Increase the 2022 starting funding amounts.
2. Remove the 50% growth restriction so that the funding keeps pace with the economy and local community needs.
3. Increase the \$100 million exemption limit to simplify and improve predictability.
4. Legislate the LGFF operating component.
5. Require that the *Act* be reviewed on a periodic basis.

Current risks

- The *LGFF Act* has not been proclaimed.
- COVID-19 and low oil prices are placing significant strain on provincial revenues.
- The province may target LGFF to reduce spending to meet its goal of a balanced budget.
- If there are no changes, municipalities should expect a significant reduction in 2023 funding as it will be calculated based on the province's revenue in this fiscal year.

Questions about the LGFF funding pool?



Part B

Designing a new allocation formula

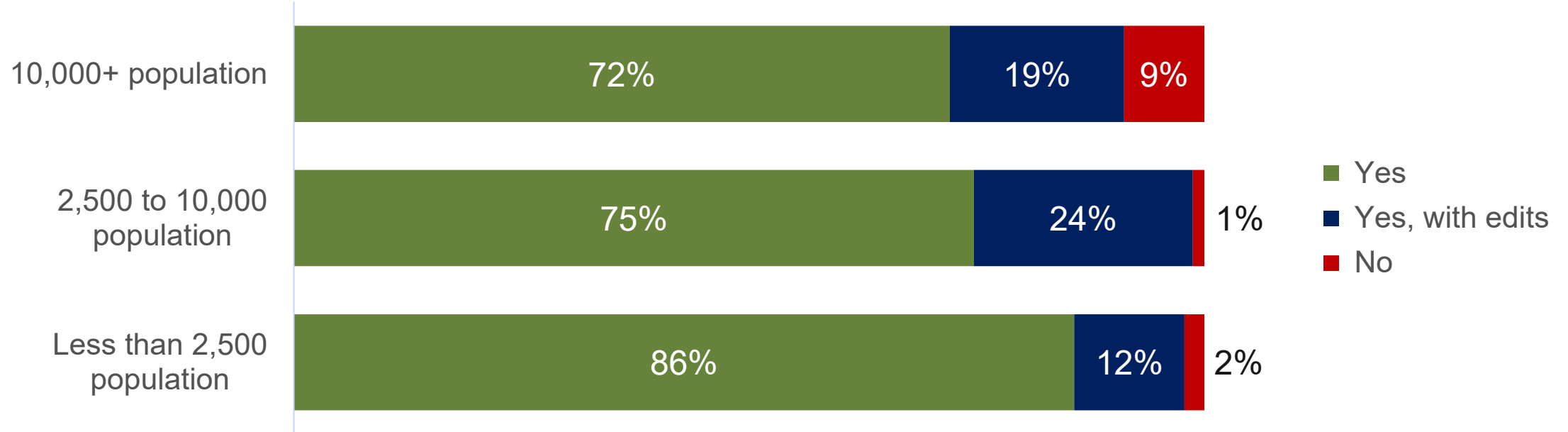
Core principles for a new allocation formula

1. Transparent and simple.
2. Balance predictability and stability in funding with responsiveness to changing needs in municipalities.
3. Equitable funding for all municipalities.
4. Neutral to local decisions.

What we heard at our 2019 Spring Municipal Leaders Caucus

120

Do you support the proposed principles for a new allocation formula?



Other input we heard

- All municipalities should receive a base amount.
- Population should be a primary allocation factor.
- Need to recognize tourism and shadow populations.
- Consider the age/need of infrastructure.
- Consider tax rates and the use of the tax base.
- Consider the unique needs for close cluster municipalities.
- Consider unique geography.
- Numerous other suggestions.



Give us your opinion!

Go to **menti.com**

Enter code **66 24 1**

Question 1

123

What portion of the LGFF funding pool should be distributed through a competitive application?

- A. Zero. All funds should be allocated using a formula.
- B. Less than 25%.
- C. More than 25%.

Question 2

124

Should urban and rural municipalities have different allocation formulas?

- A. Yes. One formula for urban municipalities and a separate formula for rural municipalities.
- B. No. One allocation formula for all municipalities.
- C. I'm not sure. I need more information.

Question 3

125

What data factors are worth exploring?

- Population
- Assessment
- Tangible capital assets
- Education property tax requisitions
- KM of road
- KM of water/wastewater/ storm drainage
- Assessment per capita
- Assessment per tangible capital assets
- Assessment per KM of road/water/wastewater/storm
- Distance from major centres
- Taxation levels

Questions or suggestions

Email us at advocacy@auma.ca



Fair Deal for Municipalities

Summer 2020 Municipal Leaders' Caucus



Fair Deal for Municipalities

While the province is seeking a fair deal from the federal government, **municipalities** are also seeking a fair deal from both the provincial and federal governments.



Fair Deal for Municipalities

President's Summit Key Themes:

- Mutual respect
- Strategic coordinated investment
- A common goal: Economic development, recovery and resiliency



129

Fair Deal Panel Recommendations

- The Fair Deal Panel's report included 25 recommendations on a variety of topics that, according to the panel, would contribute to Alberta's fairer treatment within Canada compared to other provinces and territories.



AUMA Fair Deal Advocacy

- AUMA advocacy had an impact as the Government of Alberta is not proceeding at this time with its proposed changes to the administration of agreements that municipalities have with the Government of Canada.



Keeping Local Elections Local

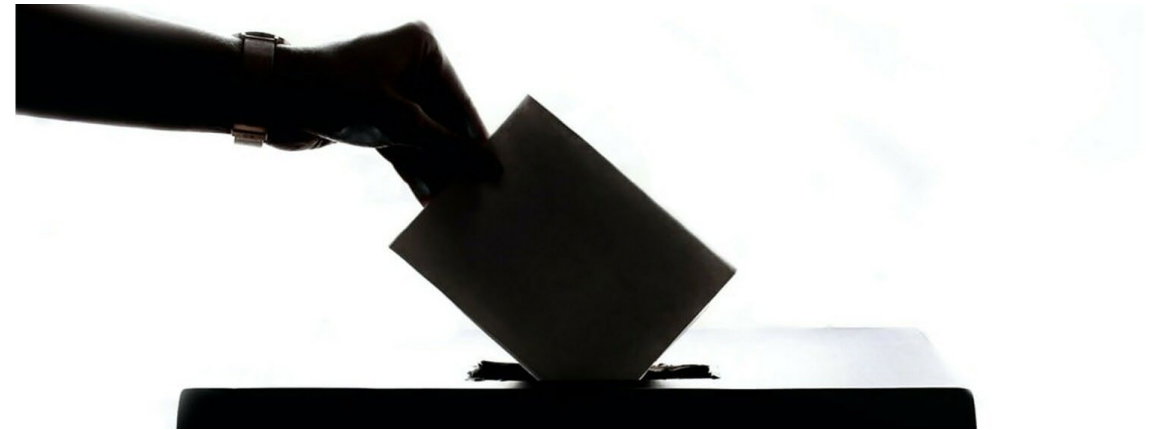
- Maintain local elections for local issues.
- Request not to hold senate election and referendum in conjunction with the local elections in 2021



Bill 29: Local Authorities Election Amendment Act 2020

133

- Our priorities:
 - Retaining Campaign Contribution Pre-election Disclosure
 - Reasonable Campaign Contribution limits
 - Third Party Contribution Limits and Contribution Disclosure



Municipal-Provincial-Federal Fiscal Relationship

- The fiscal relationship between the three levels of government can be difficult to navigate for municipalities.
- Some federal programs require contributions from the provincial government as an endorsement of the project.
- Onus on the municipality to apply for the matching funds. This can distort municipal priorities.

Previous Work and a Path Forward

- In 2016, AUMA passed a resolution advocating that municipalities be included in negotiations for bilateral agreements that would impact municipal infrastructure funding.
- Lack of matching provincial funds leaves federal funds stranded, especially for communities working with small budgets.
- The provincial government can rescue these stranded funds through permanent funding aimed at helping municipalities leverage federal programs.

Fair Fiscal Deal

The Problem

- Municipalities simply do not have the tools they need to respond to and help our communities recover from this crisis.

The Solutions

- Short term - immediate, coordinated capital stimulus and emergency operational funding.
- Long term – we need a new federal-provincial-municipal fiscal relationship.

Support for Municipalities During COVID-19

- AUMA joined with municipal voices from across Canada in calling for the federal government to deliver emergency operating funding programs for municipalities and we applaud the federal government for including municipal priorities in their \$19 billion Safe Restart Agreement.
- Two of the seven federal priorities under the Safe Restart Agreement are municipal operations and support for transit.

Federal Safe Restart Agreement

\$ millions	Federal Portion	Provincial Portion	Total
Operational support	233	233	466
Transit support	70	70	140
	\$ 303	\$ 303	\$ 606

Allocation of the Safe Restart Agreement

(\$ millions)	Total	AUMA recommendation
Operational support	\$ 466	<ul style="list-style-type: none"> • Allocate \$10 million to Banff, Canmore, Jasper based on unique tourism impacts • Allocate remainder to all municipalities using a formula of \$5,000 base funding, plus per capita
Transit support	\$ 140	<ul style="list-style-type: none"> • Only available to municipalities that operate public transit services • Allocate based on ridership or projected revenue losses submitted by each municipality
	\$ 606	

Municipal Stimulus Program

- \$500 million new capital funding from the province
- Objective is to create and sustain local jobs, support economic growth, and reduce red tape
- Allocated using the Gas Tax Fund formula
- Construction must begin in 2020 or 2021

Municipal Stimulus Program - Requirements

- Must apply by October 1, 2020
- All funding must be used by December 31, 2021
- Must submit an annual report on efforts to reduce red tape
 - > Steps to make it easier to start a new business?
 - > Steps to streamline processes and shorten timelines for development and permit approvals?
 - > Steps to encourage new investment and/or tourism?
- Must attest that the project will not increase municipal taxes
- Minister can request a refund

Provincial Stimulus Funding

Investments in municipalities

- \$500 million Municipal Stimulus Program
- \$50 million new funding under the Strategic Transportation Infrastructure Program (STIP).
- \$150 million new funding under the Alberta Municipal Water/Wastewater Partnership (AMWWP).
- \$303 million contribution in the Safe Restart Agreement

Investments in provincial infrastructure

- \$612 million for large scale projects.

Fair Deal for Municipalities



What would a fair deal for your municipality with both the provincial and federal governments look like?

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144

Roundtable

Summer 2020 Municipal Leaders' Caucus



Table and Group Discussion

- What is the impact of the dispute between physicians and the province on your community?
- What is your municipality doing to support the economic and social recovery of your community?
- How are intermunicipal relationships in your region? How are ICF negotiations going?

TOGETHER **WE CAN**



146

Thank you for attending!

Register for Convention!
September 24 & 25



Summer Municipal Leaders Caucus

In Sylvan Lake, Alberta

August 20, 2020



President's Report

It was very refreshing to finally, after many months of being in the basement to be out and actually see and talk to other Municipal Leaders from our area. AUMA as always had a strong showing from their administration and leadership. In attendance, among others, was CEO Dan Rude, President Barry Morishita, Towns South VP Tanya Thorn and Mid Cities VP Cathy Heron.

President Morishita opened by taking about the support AUMA is offering it's members with payment deferrals, help for smaller municipalities with vertical meetings and the ongoing advocacy for all municipalities to the Government of Alberta.

He talked about the Albert Medical Association reopening talks with the GoA regarding doctor's compensation and Bill 30.

He talked about AUMAs work on Bill 16 regarding Victims Services and how Alberta is now the only Province that does not restrict access to the Victims of Crime Fund.

He went on to talk about the future of Municipal Governments and the challenges around public engagement and ICF challenges. How the Assessment Review process has put pressure on rural Munis that will inevitably trickle down to the Urbans on multiple levels. Not only does this affect the School Tax revenue, shifting more onto Urbans but with the sharp decrease in Rural's revenues there will be less money available to fund fire and recreational cost of the Urban's.

President Morishita also talked about Red Tape Reduction and how it affects Part 17 of the MGA and how more transparency is need with regards to off-site levels. Reducing time and the application process for any MGB appeals and the need for individual municipalities to reduce timelines to obtain development permits.

He talked about the Assessment Review Model and how disappointed he was with Minister Madu, especially around his messaging after the embargo was lifted on the information to the public. Barry stressed that the AUMA and RMA had put forth several viable alternatives to the GoA's 4 recommendations only to have the Minister message to the public that they had not put any alternatives forward. A slap in the face to the hard work he and Al and both staffs did not that file.

He talked about advocacy regarding the Builder's Lien Act, the Economic Resiliency & Recovery Task Force, restarting the Welcoming & Inclusive Communities portfolio and the Municipal Climate Change Action Centre.

Mayor Morishita ended his opening by talking about the AUMA Fall Convention. This year will be unlike any other year obviously with a virtual convention. Barry gave a plug for the EOEP's Corporate Planning & Finance Course. He was excited to talk about the live kick off on September 23rd from 6-7 pm and on September 24th the Keynote speech from Peter Mansbridge. And the normal board elections, resolutions, AGM and that day ending with a performance (virtual of course) by Brett Kissel. Then on September 25th the Minister of

Municipal Affairs will speak as well as Premier Kenney. The Keynote speaker will be Hayley Wickenheiser.

Session 1 –Policing

So, I am attaching the slide deck which is 88 slides long and has all of the statistics and information we talked about, so I won't reinvent the wheel here and let them speak for themselves. But some of the discussing that was not captured in the slide deck was as follows.

The province has started to 'put more boots on the ground' already. Several of the communities who had representatives their like Rocky Mountain House and Spruce Grove spoke about how their detachments have been bolstered with mostly support staff but some actual member increases.

We had a great discussion about the role of the Alberta Police Advisory Board and how the communication was very two way. AUMA members got to be heard through surveys, webinars and written submission, and answers came in the form of digests and newsletters.

We had a long talk about how important it is for municipalities to have a dialogue with our detachments and Staff Sergeants. Getting quarterly reports at least and having Councils input on Annual Service Plans.

Session 2 –Local Government Fiscal Framework

As everyone knows the MSI program will be replaced in 2022 by the LGFF. As you may or may not know the AUMA has been lobbying the GoA for 15 to 20 years to get a sustainable and predictable funding model for infrastructure. This has been more important since the GoA has mandated municipalities to have a long-term plan for infrastructure spending.

The slide deck attached shows all and more of the discussion that ensued.

Session 3 –Fair Deal for Municipalities

The cornerstone of this section was mutual respect between the GoA and all municipalities. This is something that President Morishita has indicated is lacking with Minister Madu. Not only was there little to no respect given to AUMA and RMA with

regards to the Assessment Model Review but just as little when it came to Bill 29, the revisions on the Local Authorities Elections Act. It was the general feeling that both RMA and AUMA had strong opinions on several issues with Bill 29 that were totally ignored by Municipal Affairs. The length of the campaign period and keeping big money out of local elections were two areas that were completely ignored by the GoA.

The other big topic in this section was regarding Economic Recovery and the funding for a safe reopening of our economy. There are still talk happening on allocation of the funds that the GoC has earmarked for stimulus and reopening.

Overall the event was very well run as most AUMA events are and the Town of Olds had great input with most issues affecting us going forward.

Minutes from Board Meeting held Friday - July 31, 2020

Via Zoom

Call to Order: 9:00 am. Chair Grant called the meeting to order

	Director/Member	Director/Member
Directors Present: 9 Directors Absent: 3 Alternates Present: 1 Special Guests: 2 Quorum: 8	Tom Grant - Chair Town of Vulcan <i>Vulcan District Waste Commission</i>	Ben Armstrong – Past Chair Wheatland County <i>Drumheller & District Solid Waste *</i>
Minutes: Sherry Poole SAEWA Manager <i>*The listing of the Waste Jurisdiction for each Director only indicates the Jurisdiction the community is a member of, and does not indicate representation of that Jurisdiction.</i>	Paul Ryan MD of Bighorn <i>Bow Valley Waste Management Commission*</i>	Kim Craig Town of Coaldale <i>Town of Coaldale</i>
	Ray Juska Lionel Juss – Alternate Present Village of Duchess <i>Newell Regional Solid Waste Management Authority Ltd</i>	John Hamm - absent Town of Three Hills <i>Town of Three Hills</i>
	Greg Sheppard Special Areas <i>Special Areas/Big Country Waste Management Commission</i>	Klaas Vanderveen - absent Lethbridge County <i>Lethbridge County</i>
	Joe Watson - absent Town of Picture Butte <i>Town of Picture Butte</i>	Larry Wright Town of Olds <i>Town of Olds</i>
	Bob Reid Village of Cremona <i>Village of Cremona</i>	Ryan Fleetwood Vulcan County <i>Vulcan County</i>
Additional Attendees & Special Guests: 2	Bill Marshall, Mayor Village of Rosemary Tony Steidel, Mayor Village of Duchess	
Agenda Item #	Motion	
<u>Item 1:</u>	1.0 Meeting called to order by Chair Grant @ 9:00 am.	
<u>Item 2:</u> Adoption of Agenda MTN B2020.07.01	2.0 MOTION BY MEMBER Reid To adopt the 2020.07.31 Board Agenda. <div style="text-align: right;">CARRIED ALL</div>	
<u>Item 3:</u> MTN B2020.07.02	3.0 MOTION BY MEMBER Ryan To adopt the 2020.05.29 Board Meeting Minutes as presented. <div style="text-align: right;">CARRIED ALL</div>	
<u>Item 4:</u> MTN B2020.07.03	4.0 MOTION BY MEMBER Craig To receive the Executive Meeting Minutes 2020.07.20 draft as circulated for information. <div style="text-align: right;">CARRIED ALL</div>	

<p><u>Item 5:</u> Business Arising Action Items</p> <p>MTN B2020.07.04</p>	<p>5.0 BUSINESS ARISING FROM THE BOARD MINUTES:</p> <p>5.1 (a) Meeting held with MLA Glasgo July 24 and the Joint Services Committee Partners as well SAEWA (details of the meeting reported by Member Ryan, Juska, and administration).</p> <p>5.2 (b) Administration confirmed that the required documents were received and submitted to MLA Glasgo along with the Economic Circular as provided by HDR. (Thank you to everyone who participated in the meeting and advisement that MLA Glasgo confirmed receipt.)</p> <p>ACTION ITEMS – RECEIVED FOR INFORMATION</p> <p>5.3 © MOTION BY MEMBER Ryan</p> <p>i. To receive the Newell County Partner Letter of Support for information</p> <p>ii. That the Economic Circular be considered as confidential at this time.</p> <p>Friendly Amendment to the Motion: Hold for circulation until released to public.</p> <p>CARRIED ALL</p>
<p><u>Item 6:</u> New Business Action Item</p>	<p>6.0 New Business</p> <p>6.1 AECOM informal request for presentation to the Board received through Member Juska. Board has directed administration to inform AECOM a written request for presentation will be received by the Board.</p> <p>ACTION ITEM - RECEIVED FOR INFORMATION</p>
<p><u>Item 7:</u> Items for Information</p>	<p>6.0 ITEMS FOR INFORMATION</p> <p>6.1 There are no items for information at this time.</p>
<p><u>Item 8:</u> Member Reports Received for Information</p>	<p>8.0 MEMBER REPORTS:</p> <p>8.1 Member Wright advised of an Industrial Development Support announcement he was expecting to receive August 12th update to follow.</p> <p>8.2 Member Juska reported a Biogas Lethbridge expansion going forward, stating that a couple years ago they were working at half capacity.</p> <p>8.3 Member Reid congratulated the Executive on pulling together the Economic Summary.</p> <p>8.4 Member Ryan advised that the Town of Banff has hired their new CAO and confirmed receipt of their Letter of Support for circulation next agenda.</p> <p>8.5 Guest Tony Steidel was welcomed to provide a report: Informing that he was just here to listen.</p> <p>8.6 Guest Bill Marshall was also welcomed to provide a report: Bill advised that he would be in contact with JBS hierarchy and Member Ryan offered his support.</p> <p>8.7 Member Juss reported that at this time he was just here to collect information.</p> <p>RECEIVED FOR INFORMATION</p>
<p>Meeting Adjourned: MTN B2020.07.05</p>	<p>MEETING ADJOURNMENT:</p> <p>MOTION BY CHAIR Grant</p> <p>To adjourn the meeting @9:47 am.</p> <p>CARRIED ALL</p>



Request for Decision

153

Correspondence and Information

10A

September 14, 2020

RECOMMENDATION

That the Correspondence and Information Report ending September 14, 2020 be received for information.

STRATEGIC ALIGNMENT

The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made. The Town of Olds is committed to transparent and inclusive processes that are responsive and accountable.

LEGISLATIVE AUTHORITY

Excerpt from Council Communication Response Policy:

Council of the Town of Olds recognizes the importance of communications to an effective organization. The Town of Olds will ensure that communications received from the public, other organizations and staff are handled promptly and appropriately.

BACKGROUND

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

Communication Response Council Policy 105C excerpt:

- d. *Ensure that all mail to the “Mayor”, “Council”, or the “Mayor and Council” is:*
 - i. *immediately forwarded to the Mayor’s office, CAO and added to the correspondence file which, at the Mayors’ discretion, will appear on the next Council Agenda,*
 - ii. *reviewed by the CAO to see if administrative analysis and report is required,*
 - iii. *mail requiring a response, is answered to by signature of the Mayor, CAO or designate, with an acknowledgement of receipt within 48 hours.*

LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:

ITEM #	FROM / TO	REGARDING
A	Town of Olds Letter of Support for UBUNTU	Town of Olds Letter of Support for UBUNTU - Mobilizing Central Alberta Project Title: Intercultural Community Gatherings - Equity Elevates Everyone
B	Southern Alberta Energy from Waste Association	Socio-Economic Impact of a Proposed Energy-from-Waste Facility in Newell County
C	Southern Alberta Energy from Waste Association	Durham York Energy Centre

D	Town of Olds – September 15, 2020 Newspaper Advertisement	Board Members – Call Out
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RISK/CONSEQUENCES

1. Council can provide further direction on any of the correspondence or information items.
2. Council can pass make another recommendation being specific in what it wishes to direct as an alternate follow up.

FINANCIAL CONSIDERATIONS – n/a

ATTACHMENTS - Correspondence and Information packet is attached.

Author:	Marcie McKinnon Legislative Clerk	Date: September 11, 2020
CAO Signature:	Electronically Approved	Date: September 11, 2020



August 27, 2020

Multiculturalism, Indigenous and Inclusion Grant
Alberta Culture, Multiculturalism and Status of Women
Suite 212, 17205 106A Avenue
Edmonton, AB T5S 1M7

Attention: Community Grants Office:

Re: Town of Olds Letter of Support for UBUNTU - Mobilizing Central Alberta
Project Title: Intercultural Community Gatherings - Equity Elevates Everyone

The Town of Olds is a vibrant community with many programs and services that enhance our way of life in rural Alberta. As a progressive, growing community, Olds prides itself in being an active rural leader. The Town of Olds supports in principle the proposed "***Intercultural Community Gatherings - Equity Elevates Everyone***" project to be directed and implemented by UBUNTU - Mobilizing Central Alberta.

The Town of Olds will contribute value to this project in assisting with advertising, providing a venue for town-hall engagements or workshops, and assisting with consultations.

Our Community Facilitators work with many different groups in the community and many initiatives in Olds align with this project. The Olds High School is a member of the UNESCO Associated Schools Network and the Olds Municipal Library delivers several programs with a diversity and anti-racism awareness perspective. Municipally, the Town of Olds is also striving to create a community that is free from discrimination. We are exploring participation in Alberta Urban Municipalities Association (AUMA) and the Government of Alberta Welcoming and Inclusive Communities initiative. Also, we offer ongoing support for a local organization, Mountain View Moccasin House Society, to create programs in the community that reduce the prevalence and impacts of racism, including co-facilitating blanket exercises throughout the community, hosting a large National Indigenous Peoples' Day event, and other community initiatives to address Truth and Reconciliation and create cross-cultural understanding.

We understand that UBUNTU - Mobilizing Central Alberta has already been working on anti-racism initiatives in rural Alberta and we would like to be involved as you move forward in Olds. We believe that UBUNTU is well positioned to successfully deliver on the goals of this project, and we look forward to the Town of Olds collaborating with your organization.

Yours truly,

A blue ink signature of Michael Merritt, CAO, written over a horizontal line.

Michael Merritt, CAO
Town of Olds

cc: Town of Olds Council Correspondence
UBUNTU - Mobilizing Central Alberta

Town of Olds Vision Statement
Dedicated, Helpful, Knowledgeable

Socio-Economic Impact of a Proposed Energy-from-Waste Facility in Newell County

156

A Better Waste Management Alternative

- The proposed Energy-from-Waste facility to be located in Newell County, is planned to process a maximum of 300,000 metric tonnes of municipal solid waste per year from various SAEWA member municipalities and other waste generators across southern Alberta.
- The primary purpose of the facility is to divert waste streams from landfill sites resulting in GHG emission reductions estimated at 7 million metric tons of CO₂-equivalents – equivalent to taking over 53,000 vehicles off the road, and currently valued at \$75 million over the lifecycle of the project.
- The facility would generate approximately 205,000 MWh of electricity per year – enough to power over 28,000 homes, resulting in annual revenues of at least \$11 million per year. Additionally, alternative energy sales opportunities such as selling steam to neighbouring industrial facilities could also prove to be even more valuable.
- The facility is also estimated to recover 5,400 metric tonnes of metal annually for recycling.
- Other waste streams could also be processed at the facility, including railway ties, specified risk materials, and other unique waste streams from local industrial facilities.

Economic Impacts

- The construction of the facility will create approx. 490 high-paying jobs over 3 years (1,471 job-years) generating approx. \$108 million in employment income, generate approx. \$442 million in business revenues (mainly in Alberta), and add approx. \$183 million in GDP.
- The ongoing operations of the facility will create an additional approx. 57 direct permanent jobs and approx. 69 indirect jobs (for a total of 126), generating approx. \$11 million in employment income.
- The EFW facility may spur additional economic development. The facility has the ability to use steam energy for district heating enabling co-location such as greenhouse, agricultural production, anaerobic digestion facilities and further providing energy to nearby industries such as meat packing plants.

Detailed Economic Impact Estimates

Table 1: Impact of Facility Construction, Cumulative over Construction Period

Type of Effect	Output, \$M	GDP, \$M	Employment Income, \$M	Jobs (Job-Years)	Average Salary, \$
Direct	\$281.1	\$89.5	\$60.2	762.4	\$78,927
Indirect	\$106.7	\$55.7	\$33.6	435.4	\$77,146
Induced	\$54.3	\$38.1	\$14.0	273.4	\$51,337
Total	\$442.2	\$183.3	\$107.8	1,471.3	\$73,272

Note: monetary values are in 2015 dollars.

Table 2: Impact of Facility Operations, Average Annual

Type of Effect	Output, \$M	GDP, \$M	Employment Income, \$M	Jobs	Average Salary, \$
Direct	\$24.7	\$12.2	\$5.9	56.8	\$104,429
Indirect	\$14.0	\$6.9	\$3.5	42.6	\$81,355
Induced	\$5.3	\$3.7	\$1.4	26.6	\$51,389
Total	\$44.0	\$22.8	\$10.8	126.0	\$85,421

Note: monetary values are in 2015 dollars.



Durham York Energy Centre

Owned by the Regional Municipalities of Durham and York
Designed, Built, Operated and Maintained by Covanta

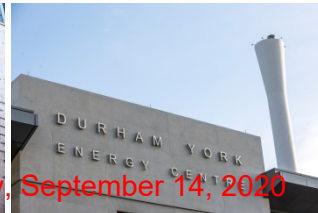


Who Are We?

158



- The Region of Durham was established in 1974
- Located in the highly developed and populated centre of Ontario, east of Toronto
- Approximately 2,535 square kilometres in area
- Population of approx. 700,000
- Upper level of a two-tier government; Regional and Municipal
- Comprised of eight area municipalities

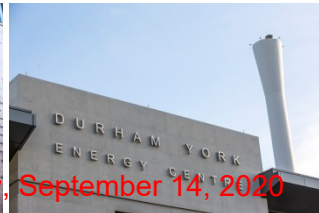
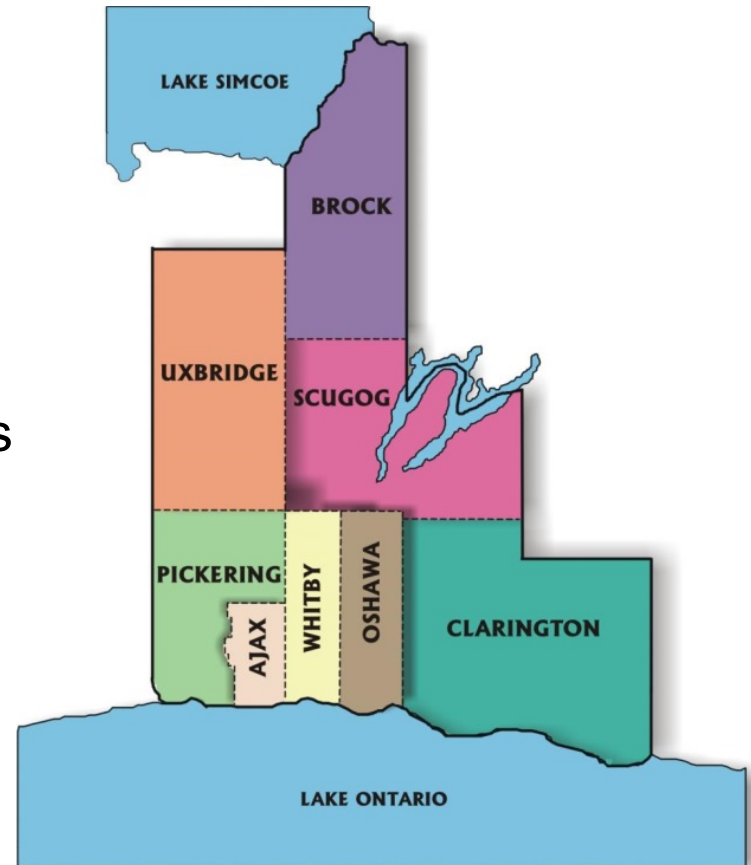


Who Do We Service?

159

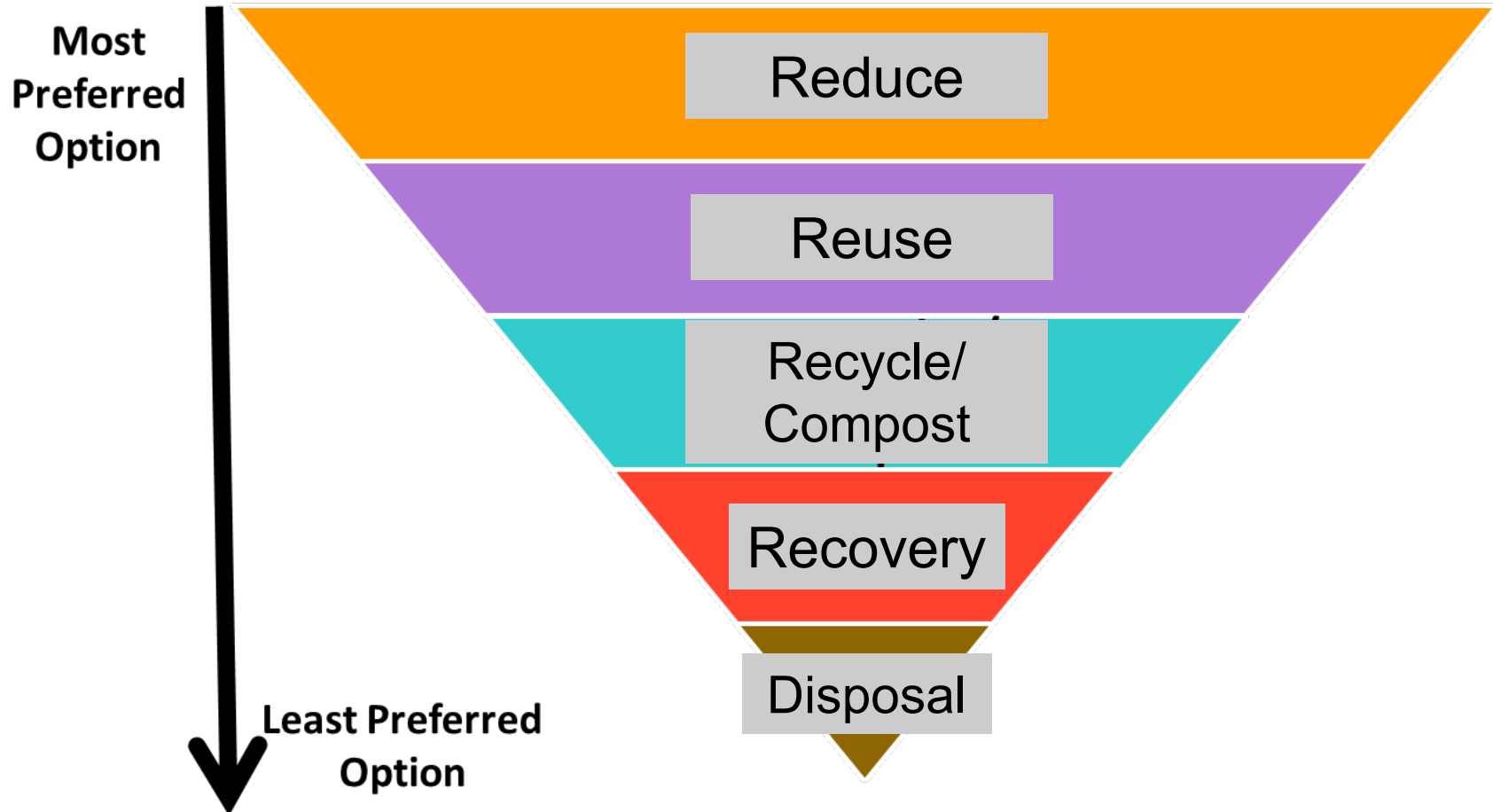


- The Region's Waste Management Department currently services:
 - 200,000 households
 - 396 multi-residential buildings (25,000 dwelling units)
 - Municipal BIA areas



Durham Region's Integrated Waste Management System

160



Durham's Curbside Diversion Programs

161



Town of Olds Regular Council Meeting Monday, September 14, 2020

Durham's Curbside Diversion Programs

162



Batteries



Metal Goods



E-waste



Bulky Goods



Porcelain



Christmas Trees

Durham's Waste Management Facilities

163



E-waste



Drywall



Tires



CFL



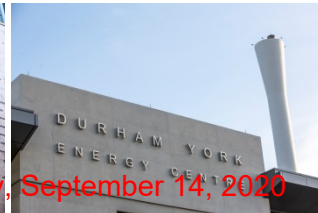
Paint exchange



White goods



HHW



Durham's Diversion Achievements

164

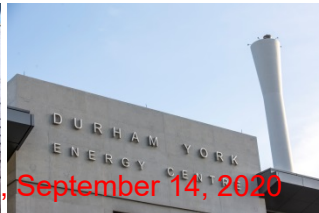


Durham Region submits an annual datacall to the province through the Resource Productivity and Recovery Authority (RPRA) to receive funding from producers to assist with costs of operating the Blue Box Program. The datacall is the source of data used to confirm municipal diversion rates across the province.

RPRA Annual Waste Diversion – Durham Region

2014 – 55%	
2015 – 54%	1 st for Urban Regional Municipalities
2016 – 55%	1 st for Urban Regional Municipalities
2017 – 65%	1 st for Urban Regional Municipalities
2018 – 63%	Pending verification

(All values are rounded)

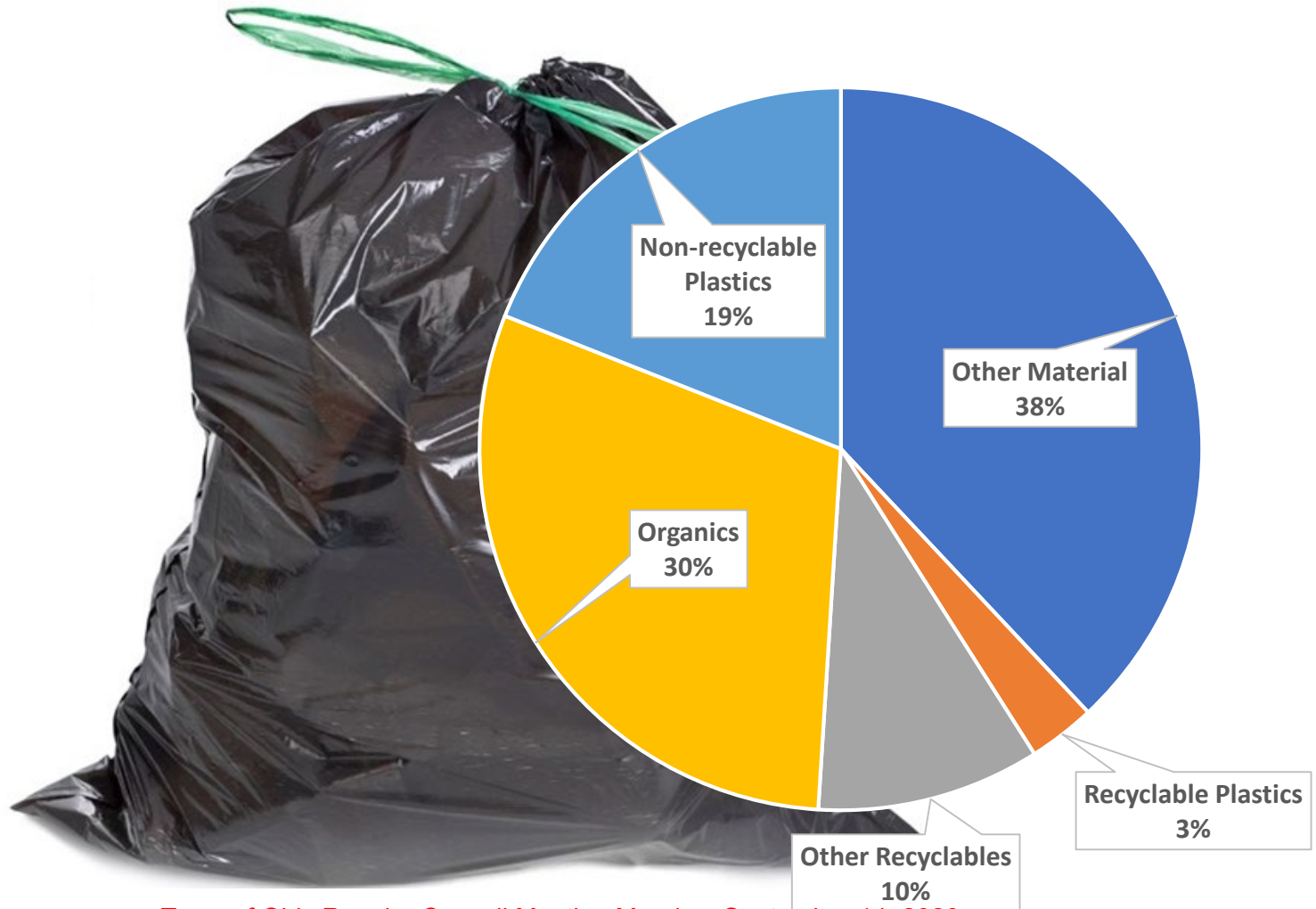


Durham's Residential Waste - 2018

165

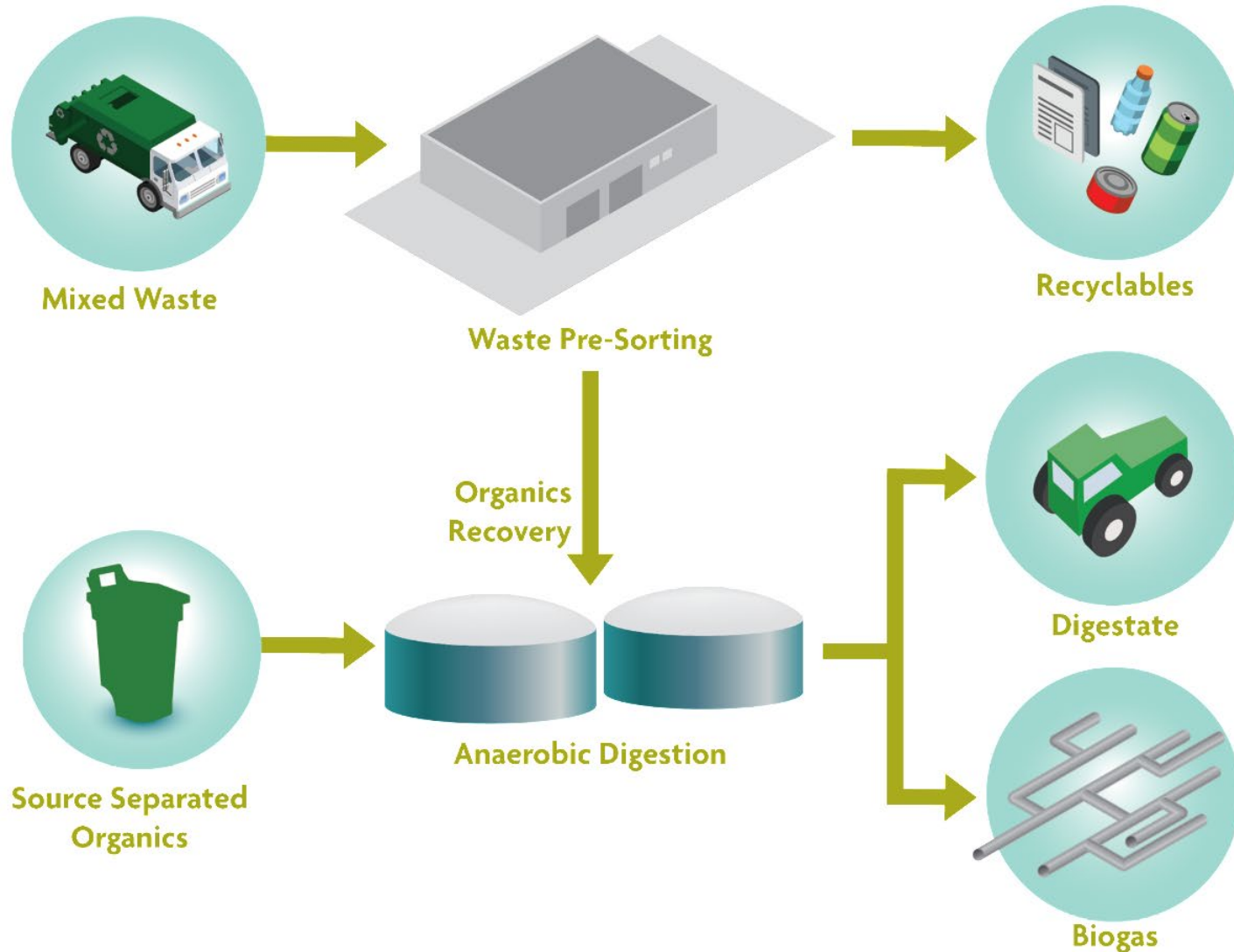


What Is Left In The Bag? – Durham, 2018



Proposed Solution

166

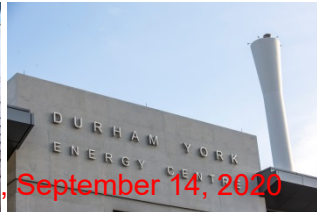


Garbage – Where does it go?

167

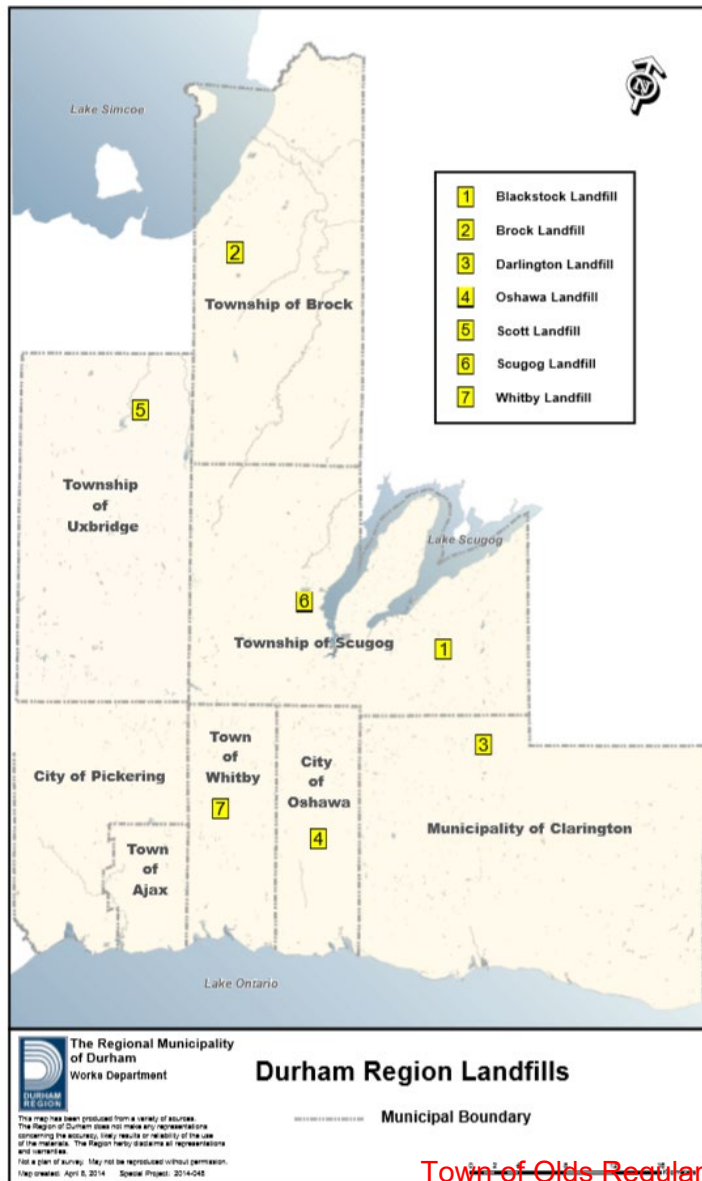


Town of Oshawa Regular Council Meeting Monday, September 14, 2020



Past: Landfill Sites

168



- There are seven closed landfills in Durham Region.
- Durham Region has no additional landfill capacity remaining.
- Durham Region had been relying on landfill capacity across the border and sending our waste to Michigan.

Past: Landfill Sites

169



- The State of Michigan issued a proposal to close the U.S. border to residential garbage for disposal at Michigan landfill sites.
- Negotiations between Ontario Ministry of the Environment and Michigan resulted in a conditional resolution that would phase out tonnages over the following four years (2007 to December 31, 2010):

2007: 20 per cent reduction

2008: 40 per cent reduction

2009: 60 per cent reduction

2010: 70 per cent reduction



January 1, 2011: U.S. border closed to residential waste.



Town of Oshawa Regular Council Meeting Monday, September 14, 2020

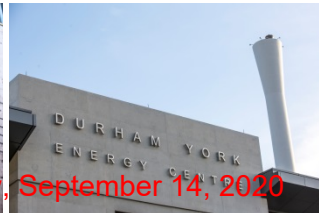


Landfill Challenges

170



- Decreasing availability of landfill capacity.
- Unstable market.
- Long-term perpetual care programs.
- Lost resources.
- Durham Region Council adopted a 'no new landfill' directive for the Region which is still in place to date.



Durham / York Residual Waste Study¹⁷¹



- Durham and York Regions partnered in 2005 to undertake an environmental study to investigate alternative methods to manage their future residential waste.
- The study was entitled [“Durham/York Residual Waste Study”](#).
- The study addressed the social, economic and environmental concerns of residents through an Environmental Assessment process under the Environmental Assessment Act.
- ***Council approved the EFW project only after clear confirmation that it would not pose adverse environmental or human health affects.***



Town of Oshawa Regular Council Meeting Monday, September 14, 2020



DYEC Project Timeline

172



2005

- Environmental Study (EA) initiated

2009

- RFP process
- Council Approval of Preferred Vendor (April 22)
- Council Approval of EA Submission (June 24)

2010

- EA Approval (Nov 3)

2011

- Submission of Environmental Approval to the MOECC (Feb)
- Certificate of Approval Issued (June)
- Notice to Proceed (August)

2011
to
2013
2012
to
2016

- Engineering and Procurement

- Construction

2015

- Facility Commissioning
- First Delivery of Waste (Feb 9)
- First Fire of Waste (Feb 13)
- Connection to Electricity Grid (Sept)
- Acceptance Test (Sept/Oct)
- First Source Test (Oct)
- MOECC Approval (Dec)

2016

- Commercial Operations (Jan)



DYEC Partners

173

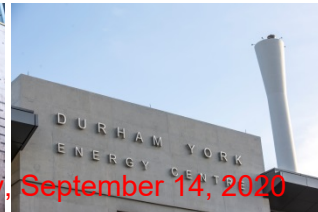


Regional Municipality of York (21.4% of total capacity)

- Required additional waste disposal capacity.
- Similar programs and diversion targets.
- Close proximity to the Regional Municipality of Durham.

COVANTA – Design, Build, Operate and Maintain (20 yr DBOM contract)

- Covanta operates 42 Energy-from-Waste facilities globally.
- Covanta-operated facilities in North America convert 20 million tons of trash annually into clean, renewable energy for approximately 1 million homes.
- Covanta's U.S. operations process approximately 65 percent of the nation's EFW volume and offset 20 million tons of greenhouse gases annually.



DYEC Quick Facts

174



- The DYEC is the first greenfield EFW in North America in over 25 years.
- The DYEC safely processes 140,000 tonnes per year of municipal solid waste that remains after maximizing waste diversion programs.
 - 110,000 tonnes from Durham
 - 30,000 tonnes from York
- “Mass burn” – proven technology.
- Operates 24 hours a day, 7 days a week, 365 days a year (with the exception of outages).
- Two identical combustion trains, each having a nominal processing capacity of 218 tonnes of waste per day.
- An average of 35 trucks arrive at the site per day. This includes garbage delivery trucks (~20), reagent supply trucks and residue removal trucks.
- Reduces the overall volume of garbage being sent to landfill by up to 90 per cent.



Environmental Screening Process (140K – 160K)

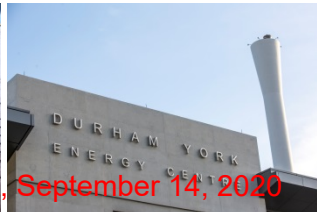
175



- The Environmental Assessment (Screening Process) is a proponent driven, self-assessment process available to waste management projects.
- Requires completion of a detailed Screening Criteria Checklist that verifies no potential environmental effects.
- Requires a written report that details if any potential environmental effects will need to be mitigated.
- Requires notification to the public of the commencement of the screening, consultation on issues or concerns, consultation on mitigation measures and public notice of completion.



Town of Oshawa Regular Council Meeting Monday, September 14, 2020



Waste Received at the DYEC

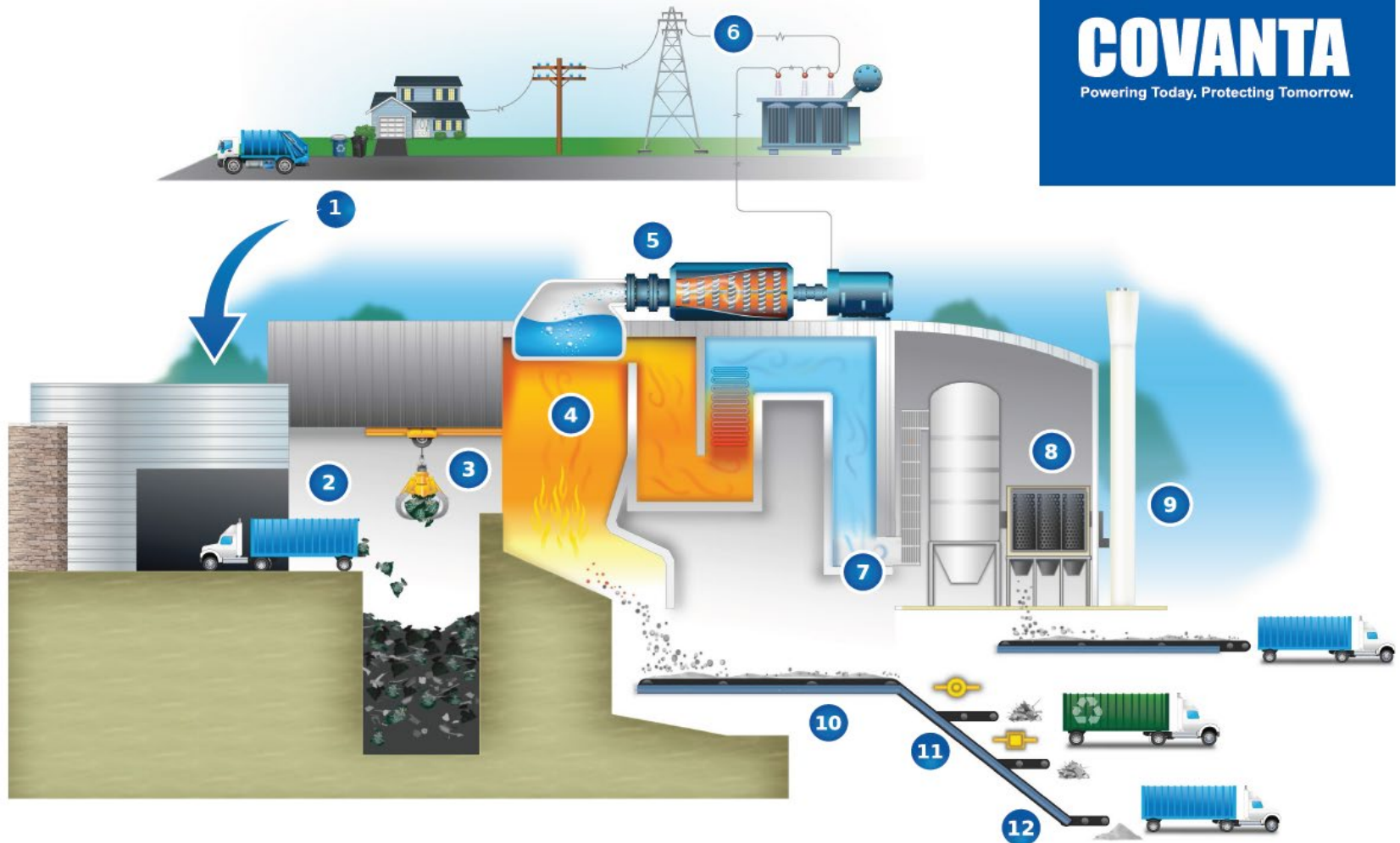
176

- Municipal non-hazardous solid waste (MSW) is collected curbside and brought to Regional transfer stations
- Waste is sorted and inspected, then reloaded into 53' walking floor transport trucks
- The MSW is transported to the Durham York Energy Centre (DYEC) where it is emptied into the waste storage pit for processing through the DYEC
- One truck per hour receives a mandatory manual visual inspection and sorting on the tipping floor
- No loads of divertible materials / recyclables are accepted at the DYEC for processing



DYEC Waste Processing

177



Energy-from-Waste Facility Virtual Tour

Town of Ods Regular Council Meeting Monday, September 14, 2020

DYEC Monitoring Plans

178



- Air Emissions Monitoring (CEM at stack)
- Annual Stack Tests and RATA
- Ambient Air Monitoring (off-site): 2 stations
- Groundwater and Surface Water Monitoring (on and off-site)
- Noise Monitoring (off-site)
- Odour Management and Mitigation Monitoring (on-site/off-site)
- Soils Monitoring (off-site)



DYEC Emission Limits

179



Pollutant	Units	EU	A7	DYEC ECA
PM	mg/Rm3	9	14	9
Opacity		N/A	10% 5%	10% 5%
Cadmium	ug/Rm3	Not specified	7	7
Lead	ug/Rm3	Not specified	60	50
Mercury (Hg)	ug/Rm3	46	20	15
Dioxins & furans	pg/Rm3	92	80	60
Hydrochloric acid (HCl)	mg/Rm3	9	27	9
Sulphur dioxide (SOx)	mg/Rm3	46	56	35
Nitrogen dioxide (NOx)	mg/Rm3	183	198	121
Organic matter (methane)	mg/Rm3	N/A	33	33
Carbon monoxide (CO)	mg/Rm3	46	40	40

DYEC ECA limits are more stringent than 7 performance limits and meet the remaining 4 performance limits.

DYEC Emissions Performance - Fall 2019 Stack Test

180



Parameter	Boiler #1	Boiler #2	DYEC Average	% Below Permit	DYEC Permit	Ontario A-7 Guideline	Units
NO _x	111	110	110.5	9%	121	198	mg / Rm ³
Total Suspended Particulate Matter	0.61	0.54	0.58	99.93%	9	14	mg / Rm ³
SO ₂	0	0.01	0.005	99.9%	35	56	mg / Rm ³
HCl	3.0	5.1	4.05	55%	9	27	mg / Rm ³
CO	11.2	12.1	11.65	71%	40	40	mg / Rm ³
Mercury	0.29	0.097	0.194	99.9%	15	20	µg / Rm ³
Cadmium	0.18	0.080	0.13	99.98%	7	7	µg / Rm ³
Lead	0.54	0.57	0.56	99.98%	50	60	µg / Rm ³
Dioxins and Furans (TEQ)	1.51	3.24	2.38	99.96	60	80	pg I-TEQ / Rm ³

DYEC Residuals

181



- Metals (approx. 2% or 4,000 tonnes per year)

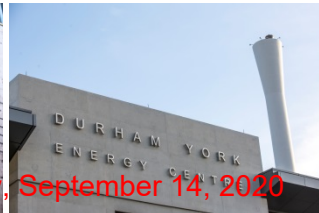
- Recovery

- ❖ **Ferrous** (including mild steel, carbon steel, stainless steel, cast iron, and wrought iron)
- ❖ **Non-ferrous** (include aluminum, brass, copper, nickel, tin, lead, and zinc, as well as precious metals like gold and silver)

DYEC recovers enough metal to build approximately 2,500 cars annually and provides a revenue of approx. \$650,000/year.

- Fly Ash & Bottom Ash (approx. 25-28%)

- Daily landfill cover
- Possible future beneficial uses



DYEC Energy Production

182



- The DYEC generates approximately 17.5 MW of gross electrical energy, 14-15 MW of net, on a continuous basis.

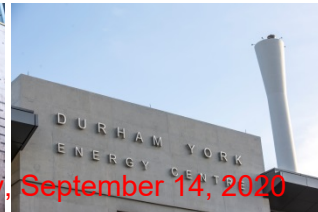
This is enough to power approximately 10,000 homes.

- The electricity is sold to the Provincial grid as base load energy at the guaranteed price of \$0.08 per kWh inflation indexed for a 20-year term.

Approximately 9 million dollars in revenue per year

- The DYEC has the ability to use thermal energy from steam for district heating in the future.

The steam produced could heat the equivalent of approximately 2,200 homes.



DYEC Operating Costs

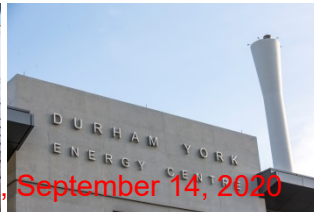
183



- 2017 Estimated Covanta Operating Fee \$15.99 million
- Non-Covanta operating costs ~ \$1.47 million
- Estimated property taxes \$0.81 million
- Estimated electricity revenue generation \$8.7 million
- Estimated revenue for ferrous and non-ferrous metals ~\$650,000
- **NET ANNUAL OPERATING COST ~ \$9 million**



Town of Oshawa Regular Council Meeting Monday, September 14, 2020





Questions?

Visit us at www.durhamyorkwaste.ca



Town of Oshawa Regular Council Meeting Monday, September 14, 2020



Notice of Development

The Town of Olds has authorized the conditional issuance of the following permits. Any person who deems they may be affected by the issuance of these development permits may appeal to the Regional Subdivision & Development Appeal Board of the Town of Olds within twenty-one (21) days of the date of the publication of this notice. Appeal applications are to be filed with the Secretary of the Regional Subdivision & Development Appeal Board at Parkland Community Planning Services, and must include your name, address and phone number.

Development Officer Approvals, September 15, 2020

DP20-109 Demolition of Attached Garage
 5102 57 Avenue; Lot 10, Block 1, Plan 5063 JK
 Applicant / Owner: Cathy Wright / June Wright

Get back Into the 'Swim' of Things! Register for 2020 Fall Swim Lessons



The schedule / registration for fall swimming lessons is now available on the Town of Olds website. Go to www.olds.ca/aquaticcentre and click on the Red Cross Swim Lessons tab. For further information call the pool at 403.556.7665.


Aquatic Centre

Interested in becoming a Board Member?

The Town of Olds is seeking Community Volunteers for the following Boards:

- Family & Community Support Services (FCSS)
- Olds Municipal Library Board (OML)
- Public Art Advisory Committee* (PAAC)
- Olds Policing Advisory Committee* (OPAC)

Terms are for two years and individuals are encouraged to attend at least one meeting prior to submitting an application.

* means there are specific requirements to be appointed to these boards - please view the website www.olds.ca for further details.

Celebrate Arts-tember!

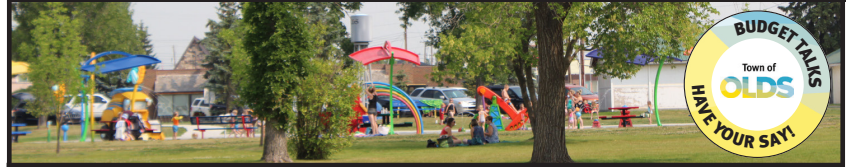


"Desire to Be" by Gerard Motondi of Kenya, Olds Rocks! Highway 27 Sculpture Pathway, near 4514 Imperial Road

I ♥ Public Art in Olds!

Town of


THIS AFFECTS YOU



Budget Talks! Have Your Say! Please take a few minutes to use this interactive budget tool to show us how you would like your tax dollars invested. We value your input and look forward to hearing from you regarding the service levels you would like to see maintained, enhanced or reduced.

Please head to www.olds.ca to share your thoughts.

The survey will be reviewed by Administration and Council to guide budget deliberations for 2021.



We encourage ratepayers to participate in the process and win a \$100.00 'Grow Olds with Us' gift certificate.

This survey will remain open until October 2, 2020.

RCMP Online Crime Reporting under \$5000

Beginning August 11, 2020, citizens in Alberta RCMP jurisdictions experiencing loss or theft under \$5000 and vandalism of property or vehicles with damage less than \$5000 to repair it, no longer need to call or visit a detachment – they can simply visit <https://ocre-sielc.rcmp-grc.gc.ca/alberta> to report the occurrence.

It takes about 15 minutes to fill in the report and this can be done 24/7 from any location.

Online crime reporting will allow citizens to report crime in whatever way is most convenient or accessible to them and will ease the workload of dispatch centres, front line members and detachment staff.

This is a big step in the right direction and it is just one of many ways the RCMP is working on modernizing the service we provide."

ARE YOU INTERESTED

Olds Fire Department is Recruiting!

Recruitment Packages are
 available at the Fire Hall,
 Town of Olds Administration
 Office or our website.

www.olds.ca



Call
403.507.4850
 for further
 information.



IN FIRE FIGHTING?