



**Regular and Closed Council Meeting Agenda
for Monday, April 28, 2025, at 1:00 p.m.
to be held in Council Chambers at the,
Municipal Office at 4512 – 46 Street, Olds, AB**

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

1. CALL TO ORDER

A.) ADDED ITEM(s)

B.) ADOPTION OF THE AGENDA

2. ADOPTION OF PREVIOUS MINUTES

Page 3 2A) Regular Council Meeting Minutes – April 14, 2025

3. BYLAWS

Page 7 3A) **Bylaw 2025-05 – Land Use Bylaw 01-23 Amendment**
(Public Hearing and consideration be given second & third readings)

Page 11 3B) **Bylaw 2025-06 – Land Use Bylaw 01-23 Amendment**
(Public Hearing and consideration be given second & third readings)

Page 18 3C) **Bylaw 2025-07 Amendment to Procedural Bylaw 2025-03**
(Consideration be given for all readings.)

Page 24 3D) **Bylaw 2025-09 Tax Rate Bylaw**
(Consideration be given for second & third reading.)

4. DELEGATIONS AND PRESENTATIONS

Page 30 4A) **Town of Olds 2024 Audited Financial Statements – Metrics Group**

Page 32 4B) **Community Services Quarterly Report**

Page 48 4C) **Office of the Chief Administrative Officer Quarterly Report**

5. NEW BUSINESS

Page 49 5A) **Town of Olds Land Sale**

6. CORRESPONDENCE AND INFORMATION

Page 50 6A) **Correspondence and Information**

7. REPORTS FROM COUNCIL, BOARDS, COMMITTEES AND COMMISSIONS

Page 61 7A) **Council Reports**

8. NOTICE OF MOTION

Page 75 8A) Councillor Cummings – Notice of Motion

(No motion required. The Notice of Motion will be debated and voted on; at the May 12, 2025, regular meeting of council.)

9. CLOSED SESSION

Item #1 FOIP s. 21 Disclosure harmful to intergovernmental relations

(AB Munis Resolutions)

Item #2 FOIP s. 24 Advise from Officials

(Housing)

10. ADJOURNMENT

CLOSED SESSION INFORMATION:

When Council goes into a CLOSED SESSION, the live stream of this meeting will end. For those members of the public who have been watching, the full recording of the open portion of the meeting capturing all decisions made today, will be available on the Town's website shortly after the meeting has concluded. Please visit www.olds.ca.

PRIOR TO ADOPTION

Minutes of the Town of Olds Regular Council meeting held on Monday, April 14, 2025, at 1:00 p.m. in the Council Chambers, at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location and was live streamed out.

PRESENT – ELECTED OFFICIALS:

In the Chair, Mayor Judy Dahl,
Councillor Wanda Blatz, Councillor James Cummings, Councillor Dan Daley, Councillor Harvey Walsh,
and Councillor Darren Wilson.

Councillor Ryan – participated virtually.

ABSENT– ELECTED OFFICIALS:

PRESENT for the Regular meeting of Council – STAFF:

Brent Williams, Chief Administrative Officer; Sheena Linderman, Director of Corporate Services; Guy Lapointe, Director of Community Services; and Marcie McKinnon, Legislative Coordinator.

1. CALL TO ORDER

Mayor Dahl called the meeting to order at 1:04 p.m.

A.) ADDED ITEM(s)

Nil

B.) ADOPTION OF THE AGENDA

Mayor Dahl noted the following corrections to the agenda cover; #7 Adjournment should be #8 Rise & Report and then #9 Adjournment.

Mayor Dahl confirmed consensus to adopt the:

- *Regular Council Meeting Agenda for April 14, 2025, as amended*

The agenda was accepted as amended by consensus of Council.

Motion Carried 25-106

2. ADOPTION OF PREVIOUS MINUTES

2A) Regular Council Meeting Minutes

Mayor Dahl confirmed consensus to adopt the:

- *Regular Council Meeting Minutes – March 24, 2025*

The minutes were adopted by consensus as presented to Council.

Motion Carried 25-107

3. DELEGATIONS AND PRESENTATIONS

3A) Olds Fibre Ltd. Financials 2024 – Audited Report (Virtually)

Jeff Alliston, partner, Metrix Group was with us virtually and presented the Olds Fibre Ltd. Financial statements for the period ending November 5, 2024. These statements are being presented today as the Town of Olds was the sole shareholder of Olds Fibre Ltd. for the period of the statements January 1, 2024, to November 5, 2024.

Moved by Councillor Blatz, "that the Olds Fibre Ltd. Audit Findings Report be received for information."
Motion Carried 25-108

Moved by Councillor Wilson, "that the Financial Statements for Olds Fibre Ltd. for the period ending November 5, 2024, be approved as presented."
Motion Carried 25-109

4. BYLAW

4A) Bylaw 2025-08 Land Use Bylaw 01-23 Amendment

Moved by Councillor Wilson, "that Bylaw No. 2025-08 (Amendment to Land Use Bylaw 01-23) be given first reading as presented."
Motion Carried 25-110

Moved by Councillor Daley, "that Monday, May 12, 2025, at 1:00pm in Council Chambers be set as the date, time, and place for a Public Hearing on Bylaw No. 2025-08."
Motion Carried 25-111

3B) Introduction to the Housing Strategy and Survey

Moved by Councillor Cummings, "that Council accepts the housing strategy presentation as presented."
Motion Carried 25-112

5. NEW BUSINESS

5A) Committee of the Whole – Policy Review

- 105C Communication and Response
- 117C Public Participation
- 701C Encroachment Agreements
- 703C Certificate of Compliance
- 704C Civic Addressing
- 102C Brand Standards (Rescind)
- 111C Social Media (Rescind)
- 115C Media Relations (Rescind)
- 116C Plain Language (Rescind)

Moved by Councillor Walsh, "that Council approves Policy 701C Encroachment Agreements; Policy 703C Certificates of Compliance and Policy 704C Civic Addressing, as presented with no material changes being recommended."
Motion Carried 25-113

Moved by Councillor Blatz, "that Council approve Policy 105C Communications and Response, and Policy 117C Public Participation, as presented."
Motion Carried 25-114

Moved by Councillor Wilson, "that Council rescinds the following four policies: 102C Brand Standards,

111C Social Media, 115C Media Relations, and 116C Plain Language.”
Motion Carried 25-115

5B) Spring Budget Adjustments

Moved by Councillor Blatz, “that Council approves the adjustments to the 2025 approved Operating Budget in the amount of \$503,771 for a total 2025 Operating Budget of \$36,391,043.”
Motion Carried 25-116

Councillor Cummings left the meeting at 2:06 p.m. and returned at 2:08 p.m.

Moved by Councillor Wilson, “that Council approves the adjustments to the 2025 approved Capital Budget in the amount of \$732,065 for a total 2025 Capital Budget of \$6,256,065.”
Motion Carried 25-117

5C) Bylaw 2025-09 Tax Rate Bylaw

Moved by Councillor Daley, “that Tax Rate Bylaw 2025-09 is given first reading.”
Motion Carried 25-118

6. CORRESPONDENCE AND INFORMATION

6A) Correspondence and Information

Moved by Councillor Ryan, “that the Correspondence and Information Report ending April 14, 2025, be received for information.”
Motion Carried 25-119

7. CLOSED SESSION

Item #1 FOIP s.25 Disclosure harmful to economic and other interests of a public body
(Olds College)

Mayor Dahl provided directions to online meeting participants on Council moving in and out of closed session.

Moved by Councillor Daley, “that Council moves into closed session in accordance with Section 197(2) of the Municipal Government Act at 2:28 p.m. to discuss matters exempt from disclosure under FOIP Section 25.”
Motion Carried 25-120

The gallery was cleared, and the live stream was ended.

Moved by Councillor Blatz, “that the meeting reconvenes to the regular Council meeting at 2:51 p.m.”
Motion Carried 25-121

The gallery was opened, and the recording was resumed.

8. RISE & REPORT

Moved by Councillor Daley, "that council direct the CAO to respond to the Olds College request for the Town's strategic planning priorities as discussed."

Motion Carried 25-122

9. ADJOURNMENT

Mayor Dahl adjourned the meeting at 2:52 p.m.

Judy Dahl
Mayor

Brent Williams
Chief Administrative Officer

These minutes were approved on the ____ day of April 2025.



Request for Decision

Bylaw 2025-05 – Amendment to Land Use Bylaw 01-23

April 28, 2025

RECOMMENDATION**That a public hearing be held for Bylaw 2025-05;****That Bylaw 2025-05 be given second reading as presented;****That Bylaw 2025-05 be given third reading as presented.****STRATEGIC ALIGNMENT**

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

LEGISLATIVE AUTHORITY

1. Municipal Government Act – Chapter M-26, Part 17, Division 4 Section 633(1) a council may adopt, by bylaw, an area structure plan.
2. Municipal Government Act – Chapter M-26, Part 5, Division 9, Section 191(1) the power to pass a bylaw...includes a power to amend or repeal the bylaw.

BACKGROUND

The subject parcel is located at SE-29-32-1-W5 and is currently zoned Urban Reserve (UR). Bylaw 2025-05 proposes to rezone this parcel to Light Industrial (I1) to align with the Southeast Industrial Area Structure Plan and to facilitate further development of the area.

This bylaw received first reading on March 24, 2025. Notice of the public hearing was advertised on the Town website, in the April 8th and 15th issues of the Albertan, and circulated to relevant agencies and twelve (12) neighbouring property owners. No correspondence, either for or against, has been received regarding the proposed bylaw amendment.

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

Details: N/A

KEY MESSAGES

This bylaw amendment facilitates continued development of the Southeast Industrial Area Structure Plan.

ATTACHMENTS

1. Site Context Map
2. Draft Bylaw 2025-05

Created By: James Crozier, Mgr. Planning & Infrastructure	Date: 2025-04-17
CAO Review: Brent Williams	Date: April 22, 2025



68 Street

Twp Rd 324

8

TOWN OF OLDS BYLAW NO. 2025-05

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

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

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

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

BYLAW TITLE: This Bylaw may be cited as the Land Use Amending Bylaw 2025-05.

GENERAL RULES AND SPECIAL PROVISIONS

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

That the Land Use District Map, being Schedule A of the Land Use Bylaw 01-23, be amended to change the designation of SE-29-32-1-W5 from Urban Reserve District (UR) to Light Industrial District (I1) as shown on the attached Schedule A.

EFFECTIVE DATE

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

READINGS

Read for a first time on the 24th day of March 2025.

Public Hearing held on the ___ day of _____ 2025.

Read a second time on the ___ day of _____ 2025.

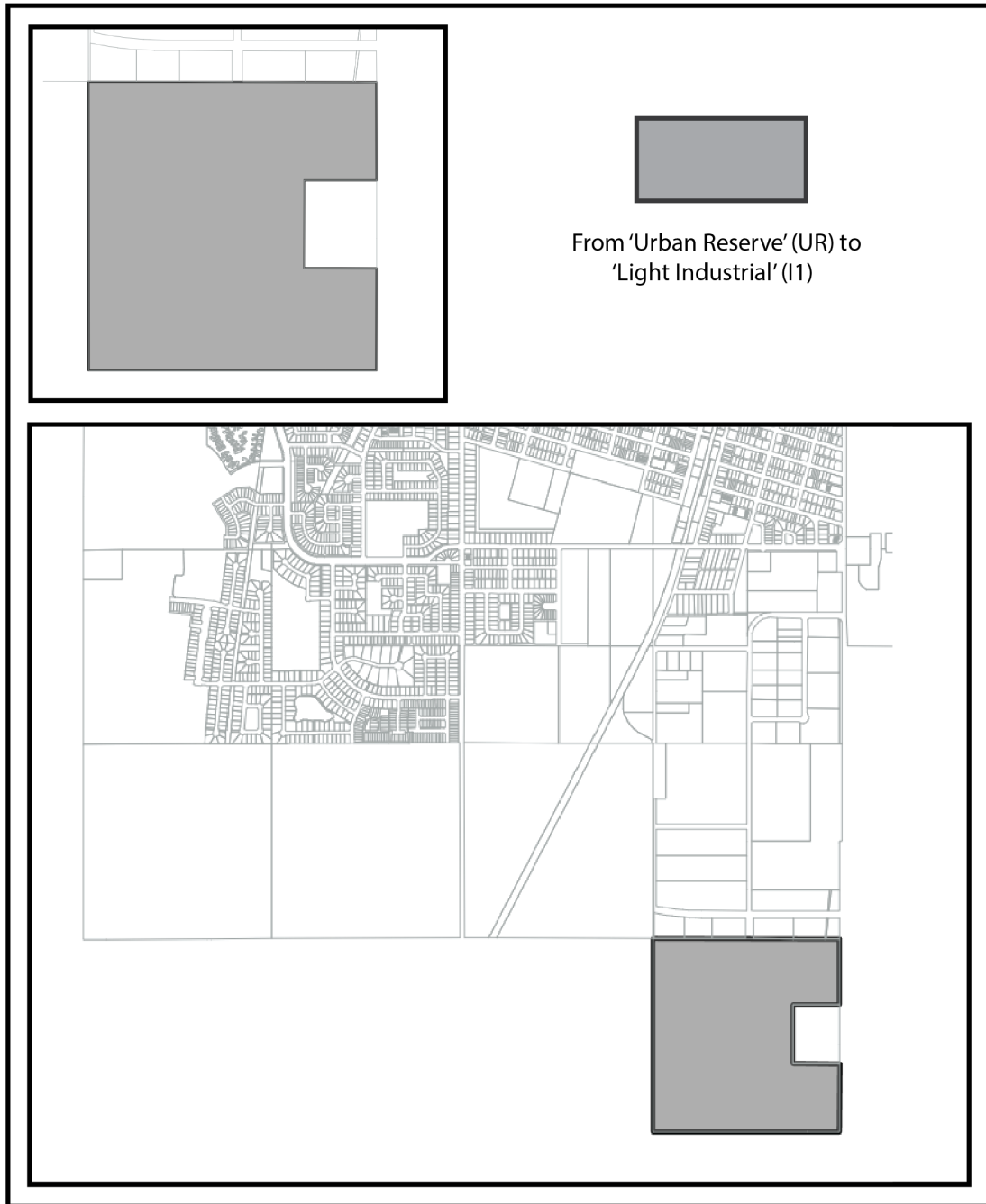
Read a third and final time on the ___ day of _____ 2025.

Judy Dahl, Mayor

Brent Williams, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____, 2025.

Schedule A of Bylaw No. 2025-05





Request for Decision

Bylaw 2025-06 – Amendment to Land Use Bylaw 01-23

April 28, 2025

RECOMMENDATION**That a public hearing be held for Bylaw 2025-06;****That Bylaw 2025-06 be given second reading as presented;****That Bylaw 2025-06 be given third reading as presented.****STRATEGIC ALIGNMENT**

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

LEGISLATIVE AUTHORITY

Municipal Government Act – Chapter M-26, Part 17, Division 4 Section 633(1) a council may adopt, by bylaw, an area structure plan.

Municipal Government Act – Chapter M-26, Part 5, Division 9, Section 191(1) the power to pass a bylaw...includes a power to amend or repeal the bylaw.

BACKGROUND

The subject parcel is located at NE-6-33-1-W5 and is currently zoned Urban Reserve (UR). Bylaw 2025-06 proposes to rezone a portion of this parcel to Low Density Residential (R1) to facilitate the next phase of the Vistas Area Structure Plan, as shown in Attachment 1.

This bylaw received first reading on March 24, 2025. Notice of the public hearing was advertised on the Town website, in the April 8th and 15th issues of the Albertan, and circulated to relevant agencies and thirty two (32) neighbouring property owners. Two responses were received in opposition (see attached), while none were received in support of the proposed bylaw amendment.

FINANCIAL CONSIDERATIONS ☐ Operating ☐ Capital ☒ Not Applicable

Details: N/A

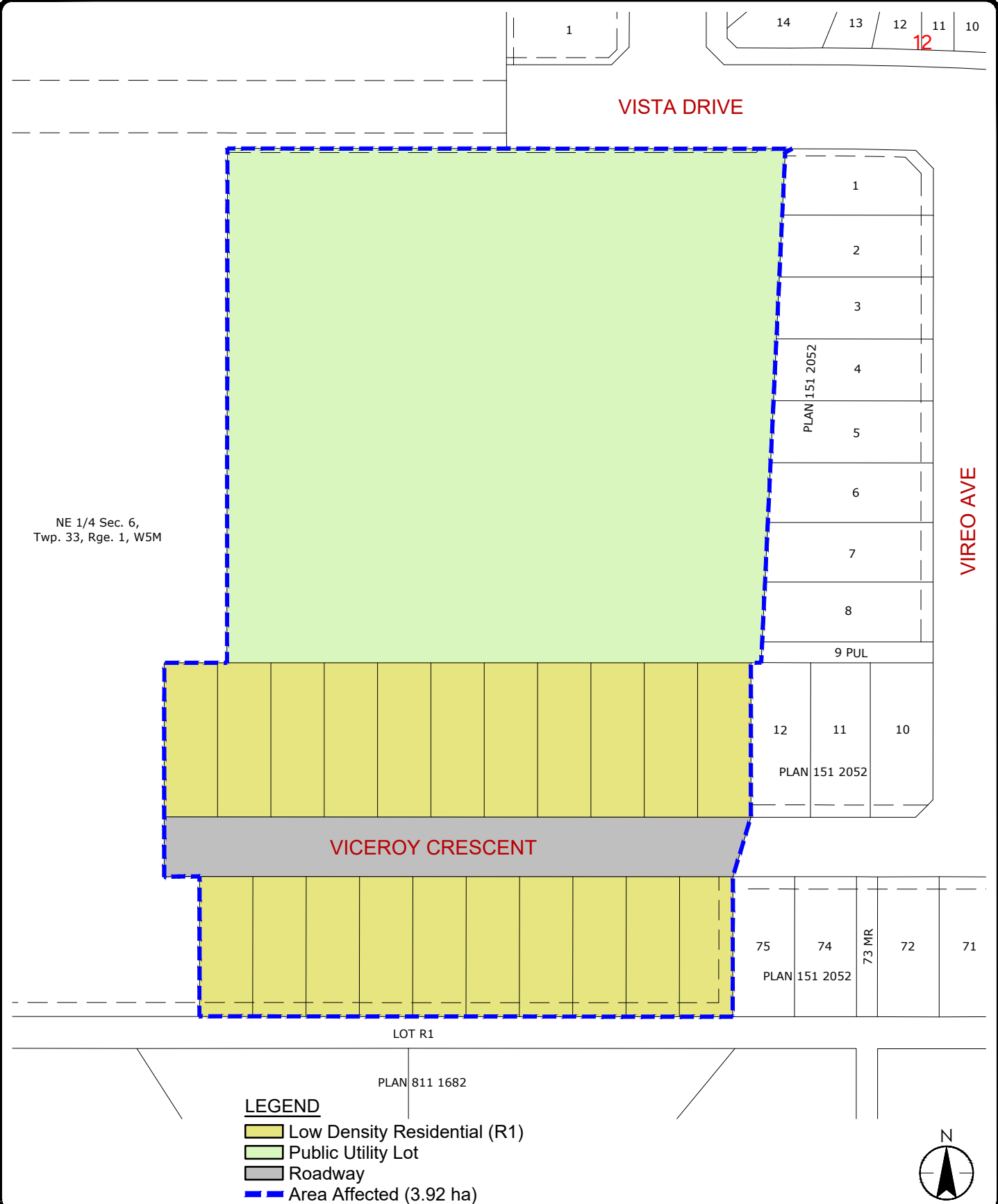
KEY MESSAGES

This bylaw amendment facilitates continued development of the Southeast Industrial Area Structure Plan.

ATTACHMENTS

1. Site Context Map
2. Draft Bylaw 2025-06
3. Letters of Opposition

Created By: James Crozier, Mgr. Planning & Infrastructure	Date: 2025-04-17
CAO Review: Brent Williams	Date: April 22, 2025



Phase 7A
Land Use Amendment
The Vistas

Prepared for:
Manor Investments Ltd.



DRAWN BY: SAS
CHECKED BY: GCL
SCALE: 1:1,500
PROJECT #: 1161109895

March, 2025

TOWN OF OLDS BYLAW NO. 2025-06

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

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

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

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

BYLAW TITLE: This Bylaw may be cited as the Land Use Amending Bylaw 2025-06.

GENERAL RULES AND SPECIAL PROVISIONS

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

That the Land Use District Map, being Schedule A of the Land Use Bylaw 01-23, be amended to change the designation of a portion of NE-6-33-1-W5 from Urban Reserve District (UR) to Low Density Residential (R1) as shown on the attached Schedule A.

EFFECTIVE DATE

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

READINGS

Read for a first time on the 24th day of March 2025.

Public Hearing held on the ___ day of _____ 2025.

Read a second time on the ___ day of _____ 2025.

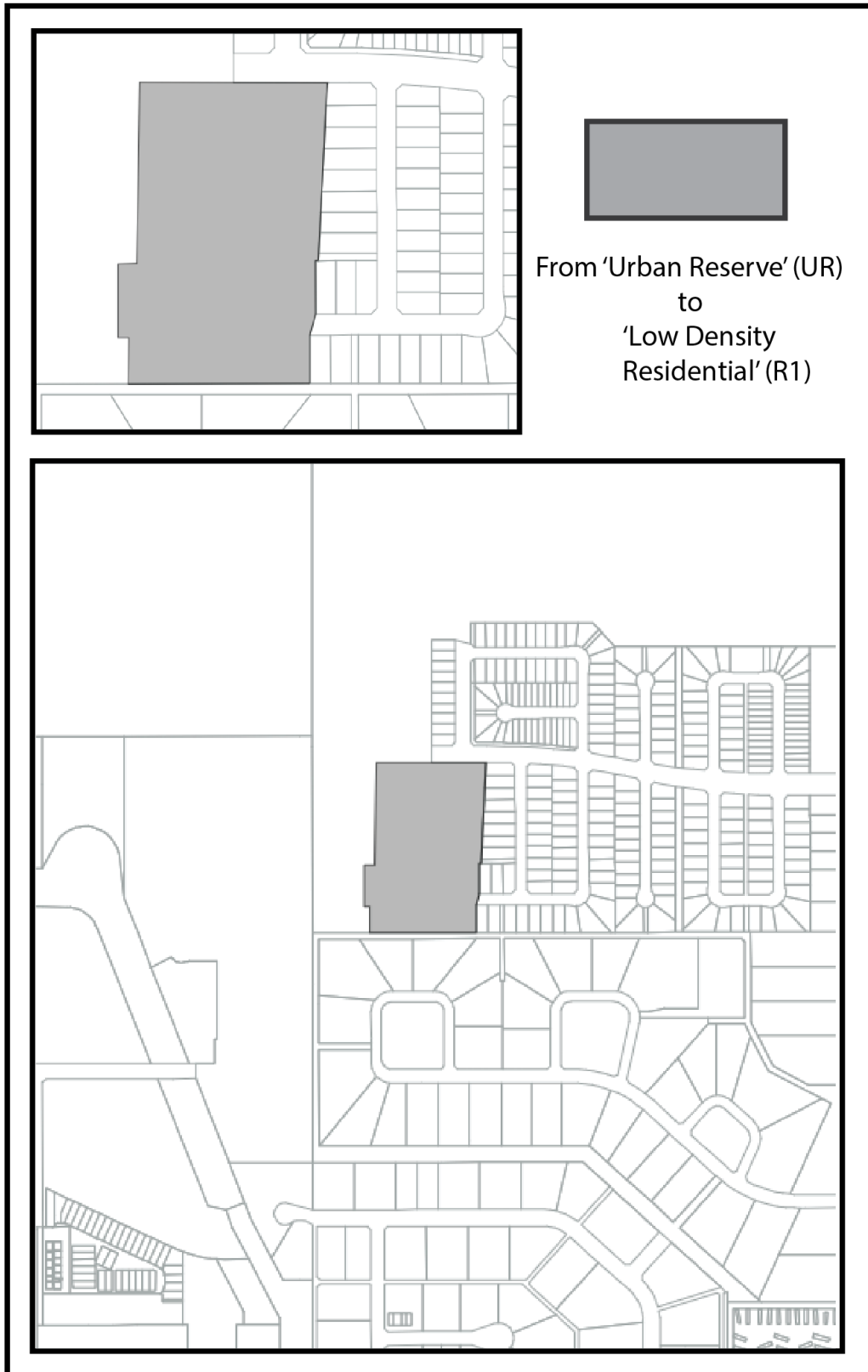
Read a third and final time on the ___ day of _____ 2025.

Judy Dahl, Mayor

Brent Williams, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____, 2025.

Schedule A of Bylaw No. 2025-06



From: [REDACTED]
To: [Planning Email Distribution](#)
Subject: Comments regarding Town of Olds proposed bylaw number 2025-06
Date: April 11, 2025 9:52:56 AM

Some people who received this message don't often get email from richardnormanshea@gmail.com. [Learn why this is important](#)

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

Dear Sirs:

As a resident of the Vistas, I have one particular concern about the redesignation proposed in the amendment in bylaw number 2025-06

Accompanying the increase in the number of residences in this (and any) area is an increase in the amount of pedestrian and vehicular traffic. Unlike streets like 50th Street (for example), Vista Drive is a very wide road, with few cars parked along it. There is little to impede traffic other than crosswalks. We already hear and see cars, trucks, and motorcycles travelling in excess of the speed limit on Vista Drive, and even occasionally on our street. That excessive speed seems to happen at any hour, including late in the evening and early in the morning.

At present Vista Drive is the only access road to the Vistas and, until development happens all the way to 70th Avenue, that will continue to be the case apparently. Even then, Vista Drive will be much busier, including through traffic from other areas.

I would like to propose, respectfully, that permanent traffic calming measures be implemented on Vista Drive as part of, or in addition to, this bylaw. Those measures could include, for example, speed bumps at appropriate locations on Vista Drive. This is for the safety of all, including pedestrians, those using mobility devices, and vehicular traffic.

Thank you in advance for your consideration of this matter.

Sincerely,

Richard Shea,
10 Vantage Crescent,
Olds, Alberta
T4H 0A8

[REDACTED]

Scott Blackmore and Katryna Ells
5866 Imperial Drive
Olds, Alberta T4H 1G6

[REDACTED]

[REDACTED]

April 16, 2025

**Town of Olds
Planning & Development
4512 46 Street
Olds, Alberta T4H 1R5**

Dear Planning & Development

We are writing to express our strong opposition to the proposed redesignation of a portion of NE-6-33-1-W5, also identified as 3102 57 Ave from the urban reserve (UR) to low-density residential (R1) zoning. As concerned residents of Olds, and adjacent homeowners we believe that this change would have significant negative impacts on surrounding homeowners already in place.

Firstly, the urban reserve has provided vital green space that contributes to the ecological health of our community. It provides habitat for local wildlife, helps to mitigate urban heat islands, and offers recreational opportunities for residents. Redesignating this area to low-density residential would result in the loss of these important benefits and could lead to increased pollution and reduced biodiversity.

Secondly, the urban reserve is an essential part of our community representing a commitment to sustainable urban planning and the preservation of natural spaces within our urban environment. Transforming this area into residential housing would undermine these values and set a concerning precedent for future development.

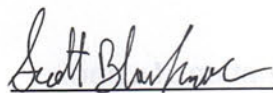
Moreover, the proposed low-density residential zoning, although does align with the current needs of our community, the proposed location and by-law amendment does not provide enough feasible information into the low-density residential development that would be allowed. We understand there is a growing demand for affordable housing and mixed-use developments that promote walkability and reduce reliance on cars. However, the urban reserve, if developed, should be used to address these needs rather than contributing to urban sprawl. Imperial Drive residents purchased homes secluded in an

estate community, who also pay higher property taxes for the quiet secluded area. Before¹⁷ redesignation is passed it needs to be addressed what development would be allowed to be built, while still reducing impact on surrounding neighbors such as noise from development, future noise pollution, extra vehicle and foot traffic in an area that is no easily accessible, potential trespassers, vandalism and crime, that overall can all negatively impact homeowners, especially if it ends up lowering property values.

In conclusion, I urge you to reconsider the redesignation of the urban reserve to low-density residential zoning. Preserving this area as a green space is crucial for the well-being of our community and the environment. I hope that you will consider not only our, but all the concerns of surrounding homeowners.

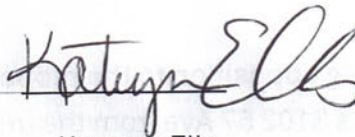
Thank you for your attention to this matter.

Sincerely,



Scott Blackmore

and



Katryna Ells

Scott Blackmore and Katryna Ells



Request for Decision

Bylaw 2025-07

April 14, 2025

RECOMMENDATION

That Council gives first reading to Bylaw 2025-07, amendment to the procedural bylaw, as presented.

That Council gives second reading to Bylaw 2025-07, amendment to the procedural bylaw, as presented.

That unanimous consent is given for third and final reading to Bylaw 2025-07, amendment to the procedural bylaw.

That Council gives third reading to Bylaw 2025-07, amendment to the procedural bylaw, as presented.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

1. Municipal Government Act
2. Town of Olds Bylaws & Policies

BACKGROUND

At the April 7, 2025, Committee of the Whole (CotW) meeting, Administration presented proposed amendments for the 2025-03 Council and Council Committee Meeting Procedure bylaw. The Committee supported these proposed changes and suggested one edit, that has been made within the document (relocation of one paragraph).

Amendments include:

- Definitions (one deletion and one addition)
- Meetings & Public Hearing conducted by Electronic Means; and
- Notice of Motions

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

Details:

KEY MESSAGES

As part of our commitment to good governance, the Town regularly reviewing bylaws to ensure they align with our values, standards, and evolving community needs. Council's Procedural Bylaw is a document that establishes the Town's governance process and meeting procedure.

ATTACHMENTS – Bylaw 2025-07 Amendments to Procedural Bylaw 2025-03.

Created By:	Marcie McKinnon Legislative Coordinator	Date: April 16, 2025
CAO Review:	Brent Williams	Date: April 16, 2025

**TOWN OF OLDS
BYLAW NO. 2025-07
AMENDMENTS TO PROCEDURAL BYLAW 2025-03**

WHEREAS under the authority of and subject to the provisions of the *Municipal Government Act*, Statutes of Alberta, Chapter M-26, and amendments thereto, a municipal Council is authorized to pass bylaws regarding the procedure to be used for Council and Council Committees;

AND WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000 cM-26, and amendments thereto, a council has the power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw in the same way as the original bylaw;

AND WHEREAS, the Town of Olds wishes to amend **Procedural Bylaw Amendment 2025-07**;

NOW THEREFORE, the Council for the Town of Olds, duly assembled, hereby enacts as follows:

1. Bylaw 2025-03 is amended as follows:

1.1 By deleting the definition:

"Electronic Communications" shall mean attendance at a Council or Council Committee Meeting through electronic communication, as permitted by this Bylaw.

1.2 By adding the definition:

"Electronic Means" means an electronic or telephonic communication method that enables all persons attending a meeting to hear and communicate with each other during the course of the meeting.

1.3 By deleting point 53 wording:

A Meeting will be Adjourned by consensus Motion by the Chair. Adjournment may be appealed through a Motion decided by a 2/3 majority of Members.

and replacing with

Council may conduct council meetings and council committee meetings by Electronic Means in accordance with s.199(2) of the Act.

1.4 By correcting 'Electronic Communication' to 'Electronic Means':

On points 72, 73, 74, 75, and 76.

1.5 By adding the following point:

As per section 199 of the MGA, Public Hearings under Part 17 of the MGA are to be conducted by electronic means.

{**Inserted as point 154**, shifting the subsequent points in the section down in numbering.}

1.6 Deleting the Notice of Motion section points 138 to 147

Notice of Motion

138. ~~A Member of Council wishing to reconsider, alter or rescind a Motion already passed, or an action taken at a previous Meeting that does not appear on the Agenda, shall bring the matter forward by a Notice of Motion only at a regular Council Meeting.~~
139. ~~The Notice of Motion shall:~~
- ~~a. be considered at a regular Council Meeting preceding the Meeting at which reconsideration of the matter is requested;~~
 - ~~b. specify the Meeting proposed to bring the matter to, for reconsideration;~~
 - ~~c. indicate, in the substantive portion of the Motion, the action which is proposed to be taken on the matter; and~~
 - ~~d. be recorded in the Meeting Minutes.~~
140. ~~A template for a Notice of Motion outlined in this section is attached as Schedule 'C.'~~
141. ~~Notwithstanding the other provisions of this section, no Motion made, or action taken shall be reconsidered unless:~~
- ~~a. it is a Motion made or an Action taken at a Meeting held six (6) months or more before its reconsideration; or~~
 - ~~b. approval for reconsideration of a Motion made or an action taken less than six (6) months earlier is given by a two-thirds (2/3) majority vote of Council prior to reconsideration.~~
142. ~~Only a Member of Council who voted with the side may move to reconsider an item. When a Motion is lost on a tie vote, the prevailing side are those who voted against the Motion.~~
143. ~~A written copy of the Notice of Motion shall be provided to the CAO prior to Adjournment of the Meeting.~~
144. ~~The Notice of Motion will be placed on the next regular Council Meeting Agenda that the elected official who made the Notice of Motion is present, to vote whether the matter will proceed.~~
145. ~~Once approved by Council Notice of Motion given at a regular Council Meeting it will be addressed in a time frame not beyond the end of the third month from when it was presented unless Council directs otherwise.~~
146. ~~Where the Town has a contractual liability or obligation, Council shall not reconsider vary, revoke, or replace any Motion except to the extent that it does not avoid or interfere with such liability or obligation.~~
147. ~~Notwithstanding the other provisions of this section, if a Notice of Motion was not provided, the requirement for notice contained in this section may be waived on a two-thirds (2/3) majority vote and the item is considered as urgent business.~~

1.4 Replacing with the following Notice of Motion Section 138 to 141

138. Notice of Motion

- (1) A Councillor may bring forward any item for Council's consideration by providing a Notice of Motion in accordance with this section.
- (2) A Notice of Motion must:
 - (a) Be submitted in writing to the Chief Administrative Officer (CAO) or designate no later than 12:00 noon on the Wednesday preceding the regular Council meeting at which the Notice of Motion is to be introduced;
 - (b) Clearly indicate the intent of the motion and any proposed action or direction being requested; and
 - (c) Include sufficient background information to inform Council discussion.
- (3) The CAO shall include the Notice of Motion on the next regular Council agenda under "Notices of Motion." No debate shall occur at this stage.
- (4) A template for a Notice of Motion outlined in this section is attached as Schedule 'C'.

139. Debate and Decision on a Notice of Motion

- (1) At the following regular Council meeting (after the meeting at which the notice was given), the motion arising from the Notice of Motion shall be listed as a regular business item on the agenda and may be debated and voted on by Council.
- (2) Council may:
 - (a) Adopt the motion as presented;
 - (b) Amend the motion prior to adoption; or
 - (c) Defeat or refer the motion to Administration or a Council Committee for further review.
- (3) The originating Councillor shall have the right to introduce and speak first to the motion.

140. Waiving Notice

- (1) A Councillor may bring forward a motion without prior notice, provided that Council unanimously consents to consider the matter. Such motions shall only be permitted when:

- (a) The matter is determined to be urgent in nature;
- (b) Sufficient background information is available to support an informed decision;
and
- (c) The motion does not commit or bind the municipality to significant financial or legal obligations without Administration's input.

(2) Council may waive notice by passing a motion to allow the urgent item onto the agenda.

141. Reconsideration

- (1) Where the Town has a contractual liability or obligation, Council shall not reconsider vary, revoke, or replace any Motion except to the extent that it does not avoid or interfere with such liability or obligation.
- (2) A Notice of Motion that is requesting Council to reconsider a recent decision of Council requires at least a 2/3rds majority to be successful.
- (3) For the purposes of this bylaw, a recent decision shall be any decision made within the preceding 6 months.

142. Administrative Review

- (1) Upon receipt of a Notice of Motion, the CAO may prepare a brief administrative comment or report to be included when the motion comes forward for debate.
- (2) If a motion directs Administration to undertake significant work or involves financial implications, Administration may recommend deferral pending a more comprehensive review or report.

READINGS

Read for the first time on the ____ day of April 2025.

Read a second time on the ____ day of April 2025.

Unanimous consent given for third reading given on the ____ day of April 2025.

Read a third and final time on the ____ day of April 2025.

SIGNATURE LINE

Judy Dahl,
Mayor

Brent Williams,
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ---- day of April 2025.



Request for Decision

2025 Tax Rate Bylaw

April 28, 2025

RECOMMENDATION**That the Tax Rate Bylaw 2025-09 is given second reading;****That the Tax Rate Bylaw 2025-09 is given third and final reading****STRATEGIC ALIGNMENT**

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

LEGISLATIVE AUTHORITY

Section 353 of the Municipal Government Act states each council must pass a property tax bylaw annually. The property tax bylaw authorizes council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of a) the expenditures and transfers set out in the budget of the municipality, and b) the requisitions.

BACKGROUND

The assessed value of a residential property is a calculation based upon the market value of a property and reflects a combination of any changes/improvements made to the property and the current real estate market conditions for residential properties. For non-residential properties the assessed value could reflect one or more of the estimated business value based on profit estimates, the estimated value of the investment in the business or the estimated cost of replacement of the business or components of the business.

The valuation date for property assessment is July 1 of the previous year. Meaning the assessment values used for 2025 property taxes reflects the value of the property as of July 1, 2024. The second date used for valuation is the 'characteristics and physical condition' date. This is the date on which the condition of the property is recorded. In Alberta this date is December 31 of the previous year.

The total taxable assessment for 2025 is \$1,831,711,860 which is an increase of \$114,781,500 or 6.7% from 2024 (2024 - \$1,716,930,360). Single family residential assessments have increased 7.2% with the average single-family home now being valued at \$403,256 (2024 – 376,098). Commercial assessment as a whole has increased by 1.5%, however, the average commercial assessment has decreased to \$971,988 from \$1,000,314 in 2024.

The bylaw being presented today would result in an increase to the municipal portion of revenue received (for the average property owner) of 5%, because assessment values for Residential property owners increased by 7.2% this will result in a Tax Rate DECREASE of 2.07% on the flip side because non-residential assessment for the average property owner has decreased in order to achieve the 5% revenue increase the Tax Rate must INCREASE 8.10%.

Also included in this tax rate bylaw is the separation and creation of the category 'farmland' from 'residential' with this separation is a proposed increase to the tax rate for farmland, calculated at double the rate of residential.

The **Alberta School Tax** has increased substantially for 2025, specifically for residential properties. The total requisition is \$5,219,563 this is an increase of \$569,199 over 2024 or 12.2%. Unfortunately, this increase is not split across the assessment base as a whole. It is split between residential and non-residential. So, while Non-residential properties will see a decrease to their share of the education requisition of approximately \$151 residential properties will see an increase of \$150 or 17%. While this is a provincial levy that we have no control over, it will significantly affect homeowners.

The requisition from Mountain View Seniors Housing for 2025 is \$684,164 (2024 - \$656,275), an increase of 27,890 or 4.2%. For the average residential property this will result in an increase of \$7. The average Non-Residential property will see a decrease of \$20, again a result of the decrease in the average assessment value for non-residential properties.

Designated Industrial Requisition, this requisition comes from the province and is used to cover the costs of the provincial assessor assessing all properties categorized as designated industrial. These properties include:

- Properties regulated by the Alberta Energy Regulator, National Energy Board, Alberta Utilities Commission, as well as associated land and improvements;
- Linear Property (wells, pipelines, railways, telecommunications, electric power systems);
- Major plants;

Only the properties classified as designated industrial are levied the designated industrial requisition.

The Town does not have any recourse but to pass along the Educational Property Tax requisition, the Seniors Housing Property Tax requisition and the designated industrial requisition to its rate payers.

Below is a summary of the above tax changes for the average residential and non-residential property owner should tax rates remain as proposed:

Single Family Dwelling

	<u>Change</u>	<u>2025</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>
Average Assessment	27,091	403,189	376,098	339,599	316,306
Municipal Taxes	112	2,350	2,238	2,021	1,917
Education School Taxes	150	1,043	893	943	845
Seniors Housing Taxes	7	151	144	150	116
Total Taxes	269	3,544	3,275	3,114	2,878

Non-Residential Commercial

	<u>Change</u>	<u>2025</u>	<u>2024</u>	<u>2023</u>	<u>2022</u>
Average Assessment	(28,326)	971,988	1,000,314	966,574	915,490
Municipal Taxes	411	8,555	8,144	7,870	7,590
Education School Taxes	(151)	3,913	4,064	3,503	3,531
Seniors Housing Taxes	(20)	364	384	382	334
Total Taxes	240	12,832	12,592	11,755	11,455

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

Details: 2025 Operating budget

KEY MESSAGES

Property taxes are the Town's primary source of revenue to fund core services. As operating costs increase, so must the Town's revenue. The average residential property's tax bill will rise \$22.33 per month. 56% of the residential increase is the provincial education tax. The average commercial / industrial property tax bill has increased by nearly \$19.92 per month.

ATTACHMENTS

1. Tax Rate Bylaw 2025-09

Created By: Sheena Linderman	Date: April 15, 2025
CAO Review: Brent Williams	Date: April 22, 2025

Town of Olds

BYLAW NO. 2025-09 2025 PROPERTY TAX BYLAW

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF OLDS FOR THE 2025 TAXATION YEAR.

WHEREAS, the Council of the Town of Olds shall, by Bylaw, authorize the levying of taxes at such uniform rates on the dollar as the Council deems sufficient to produce the amount of revenue required. Section 353 of the Municipal Government Act RSA 2000 Chapter M-26, as amended, requires Council to annually pass a property tax bylaw;

AND WHEREAS, a property tax bylaw authorizes a Council to impose a tax in respect of property to raise revenue to be used towards the payment of requisitions, expenditures and transfers set out in a municipalities budget;

AND WHEREAS, section 357(1) of the MGA provides that the property tax bylaw may specify a minimum amount payable as property tax;

AND WHEREAS, the assessed value of all property in the Town of Olds as shown on the 2024 Assessment roll is:

Description	Total Assessment	Non-Taxable Assessment	Taxable Assessment
Municipal	\$2,143,855,550	\$312,143,690	\$1,831,711,860
Education	\$2,143,855,550	\$327,758,970	\$1,816,096,580
Senior's Housing	\$2,143,855,550	\$316,125,410	\$1,827,730,140
DI Property	\$2,143,855,550	\$2,125,430,840	\$18,424,710

WHEREAS, the Town of Olds has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the Council meeting held on April 14, 2025.

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Town of Olds for 2025 total \$36,391,043.

WHEREAS, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$18,618,958 and the balance of \$17,772,085 is to be raised by general municipal taxation; and

WHEREAS, the requisitions pursuant to Sec. 359 (1) Requisitions, are:

Alberta School Foundation Fund (ASFF)	\$5,219,563
Mountain View Senior's Housing	\$684,164
Designated Industrial	\$1,292

NOW THEREFORE, under Section 353 of the Municipal Government Act, the Council of the Town of Olds, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Olds.

	Tax Levy Required	Assessment	Tax Rate
General Municipal			
Residential	\$8,357,912	\$1,434,120,620	0.0058279
Farmland	\$6,119	\$524,960	0.0116558
Vacant Residential	\$109,739	\$12,468,400	0.0088014
Vacant Non-Residential	\$152,574	\$14,446,000	0.0105617
County Residential	\$8,368	\$3,451,400	0.0024245
County Farmland	\$571	\$98,010	0.0058279
Non-Residential	\$3,123,334	\$354,867,910	0.0088014
County Non-Residential	\$889	\$101,000	0.0088014
Machinery & Equipment	\$102,392	\$11,633,560	0.0088014
Total	\$11,861,898	\$1,831,711,860	
Alberta School Foundation Fund			
Residential/Farmland	\$3,752,989	\$1,450,663,390	0.0025871
Non-Residential	\$1,471,221	\$365,433,190	0.0040260
Total	\$5,224,211	\$1,816,096,580	
Includes an Under Levy	\$4,647		
M.V. Senior's Housing	\$684,685	\$1,827,730,140	0.00037461
Includes an Under Levy	\$521		
DI Property Requisition	\$1,292	\$18,424,710	0.0000701

2. That the minimum amount payable per tax roll as property tax for general municipal purposes shall be \$250.00.
3. That this bylaw shall take effect on the date of the third and final reading.

Read a first time the day of April 2025.

Read a second time the day of April 2025.

Read a third and final time the day of April 2025.

Judy Dahl,
Mayor

Brent Williams,
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this day of April 2025.

DRAFT



Request for Decision

2024 Audited Financial Statements

April 28, 2025

RECOMMENDATION

That the 2024 Audit Findings Report be received for information

That the 2024 Consolidated Financial Statements for the Town of Olds be approved as presented.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

Section 276(1) of the Municipal Government Act states each Municipality must prepare annual financial statements of the municipality for the immediately preceding year in accordance with

- (a) Canadian generally accepted accounting principles for municipal governments, which are the standards approved by the Public Sector Accounting Board included in the CPA Canada Public Sector Accounting handbook published by the Chartered Professional Accountants of Canada, as amended from time to time, and
- (b) Any modification of the principles or any supplementary accounting standards or principles established by the minister by regulation.
- (2) The municipality's financial statements must include
 - (a) the municipality's debt limit, and
 - (b) the amount of the municipality's debt as defined in the regulations under section 271.
- (3) Each municipality must make its financial statements, or a summary of them, and the auditors report of the financial statements available to the public in the manner the council considers appropriate by May 1 of the year following the year for which the financial statements have been prepared.

Section 277(1) Each municipality must prepare a financial information return respecting the financial affairs of the municipality for the immediately preceding calendar year.

Section 278 Each municipality must submit

- (a) Its financial information return and the auditor's report on the financial information return,
- and
- (b) Its financial statements and the auditors report on the financial statements

To the minister by May 1 of the year following the year for which the financial information return and statements have been prepared.

BACKGROUND

Jeff Alliston, partner, Metrix Group will be present to review the 2024 audit findings and their recommendations to Council.

The audit by Metrix Group of the Town of Olds entails completing the Town's:

- Audited Financial Statements
- Financial Information Return (FIR)
- Local Authorities Pension Plan review
- Annual Income Tax Return
- FCSS review

FINANCIAL CONSIDERATIONS ☐ Operating ☐ Capital ☒ Not Applicable

Details:

KEY MESSAGES

The annual audited financial statements are an important part of ensuring transparency and accountability with public dollars. 2024 was a year of financial transformation and the Town of Olds looks forward to providing further information and reporting in May and June to further explain decisions that were made.

ATTACHMENTS

1. 2024 Audit Findings Report – will be presented at the meeting
2. 2024 DRAFT Consolidated Financial Statements – will be presented at the meeting

Created By: Sheena Linderman		Date: April 15, 2025
CAO Review:	Brent Williams	Date: April 17, 2025



Request for Decision
Community Services Quarterly Report
April 28, 2025

RECOMMENDATION

That Council accepts the Community Services Quarterly Report for as presented, for information.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

- 1. Municipal Government Act.

BACKGROUND

The Community Services Quarterly Report provides a comprehensive update on Parks, Recreation, Community Development and Communications and Engagement department activities. This report is submitted for information purposes aiming to provide stakeholders and key decision makers with a clear understanding of recent developments, achievements and challenges across the division.

FINANCIAL CONSIDERATIONS ☐ Operating ☐ Capital ☒ Not Applicable

KEY MESSAGES

The Community Services Report serves as an informative tool to enhance understanding of each department area.

ATTACHMENTS

- 1. Community Services Q1 Report.

Created By: Guy Lapointe	Date: April 28, 2025
CAO Review: Brent Williams	Date: April 22, 2025



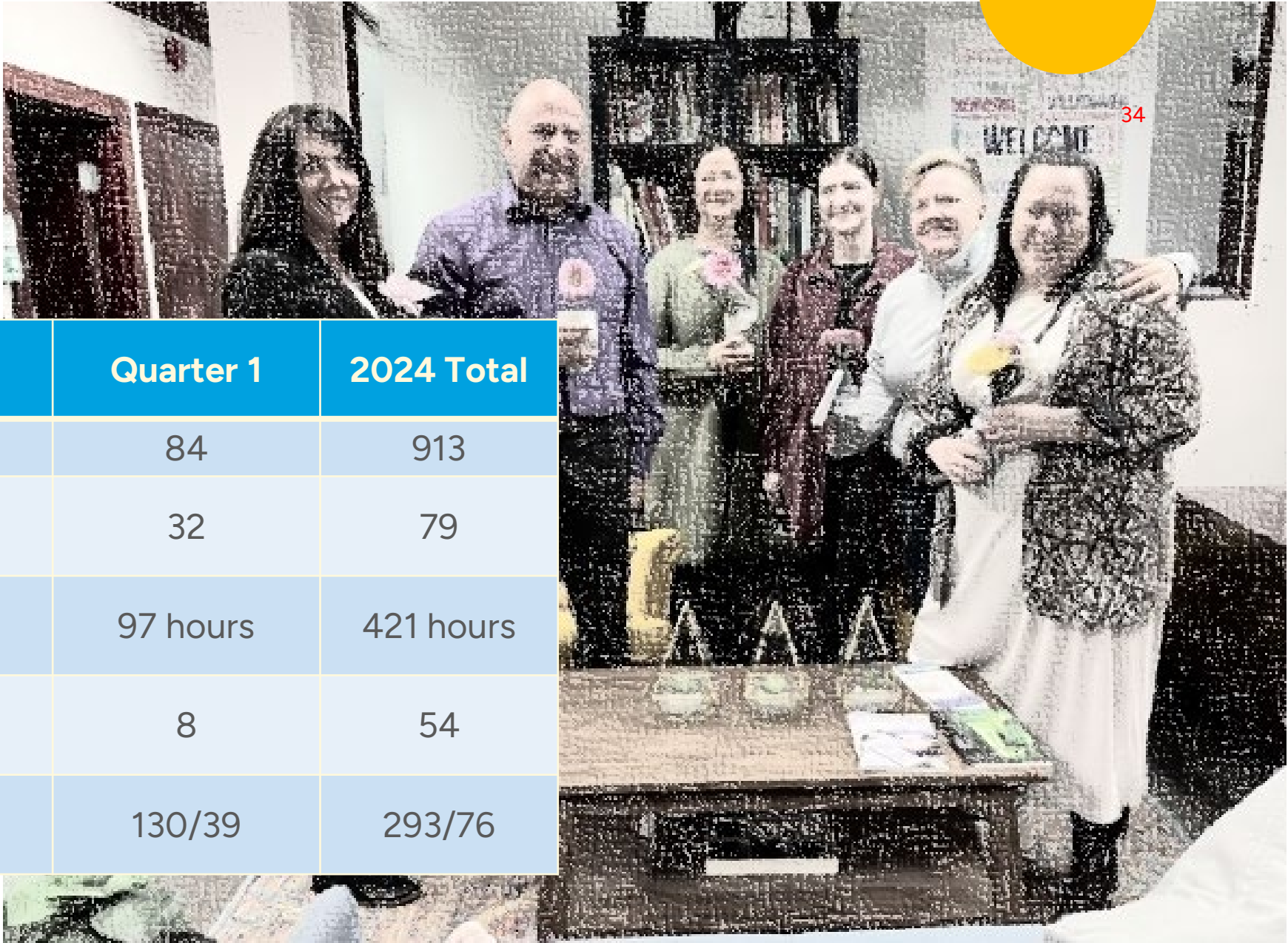
Quarterly Report

Q1 2025 - Community Services Division

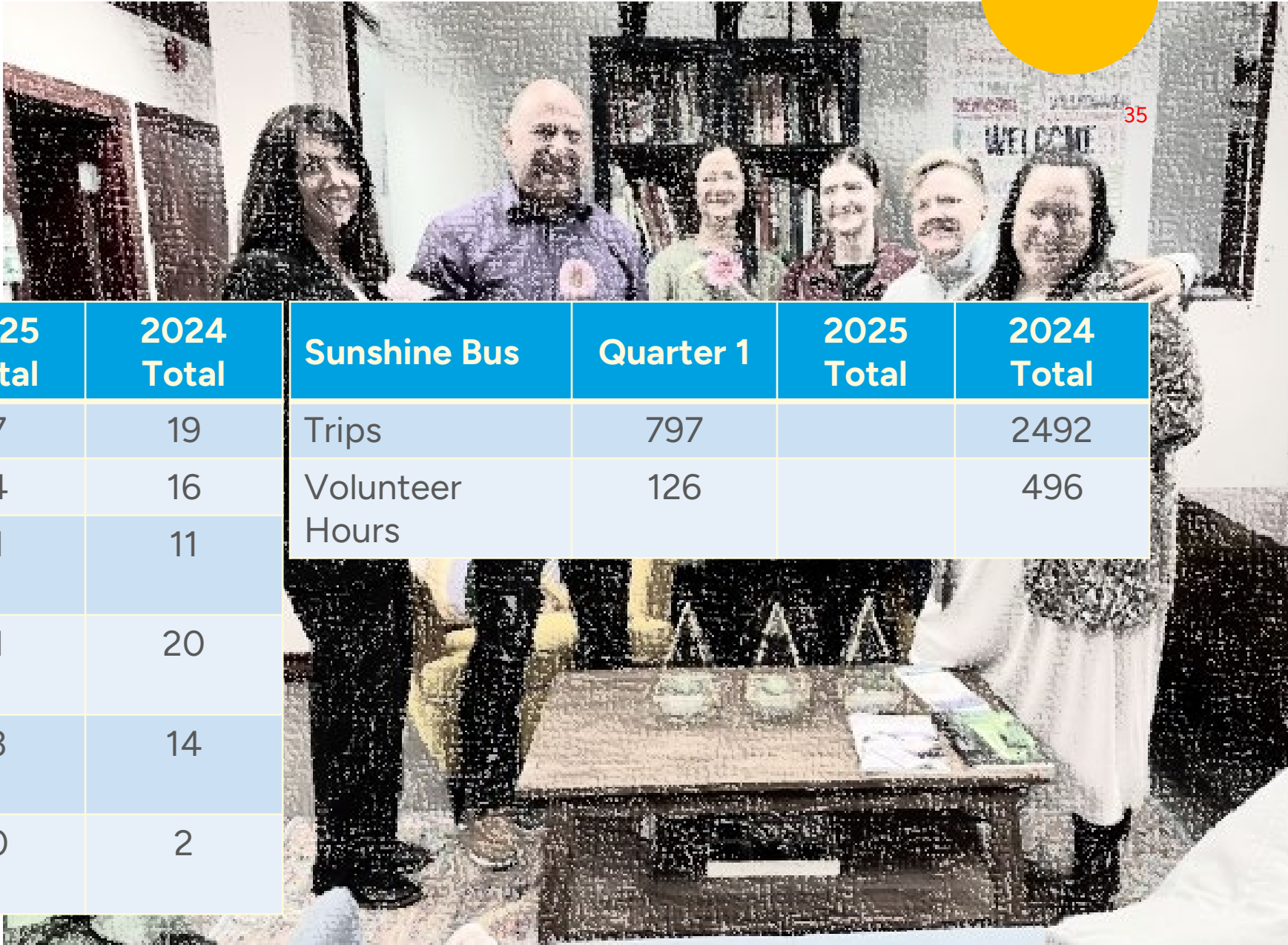
Community Development, Parks, Recreation,
Communications & Engagement

Key Statistics

Focus Area	Quarter 1	2024 Total
Information Referrals	84	913
Partnerships and Connections with local organizations	32	79
Subsidized Housekeeping (light services for Seniors)	97 hours	421 hours
Subsidized Counselling Program (hours)	8	54
Jean's Place/Community Office Bookings	130/39	293/76



Key Statistics



Cemetery Sales	Quarter 1	2025 Total	2024 Total
Niches	7	7	19
Full Burial Plots	4	4	16
Full Burial Interment	1	1	11
Inground Cremation	1	1	20
Niche Interments	3	3	14
Scattering Garden	0	0	2

Sunshine Bus	Quarter 1	2025 Total	2024 Total
Trips	797		2492
Volunteer Hours	126		496

Our Work

Highlights

Painting Class for Seniors – A program to decrease isolation and build connections for Seniors saw 21 participants attend the first class of the year. This is a partnership with a local artist in Olds.

Men's Shed – Community Facilitator continues to support the local Men's Shed of Olds Society. Group has reported that they now have 48 members and are busy building a variety of projects for the community.

FCSS Grant Program – \$53,850.00 was granted to 8 local organizations providing social programs in Olds.

Partnership with AHS ,Westview Coop and Olds Regional Exhibition – Cooking Connection Program for Seniors – Planning and collaborating on a once-a-month program with low cost to seniors to combat isolation and build connections through cooking and eating together. Begins April 29

Mountain View Power Store Front Beautification Grant – Received 20 applications by deadline of April 1.



Community Development

Up Next

Q2 Tasks and Priorities

Plan and implement Canada Day 2025 Celebrations

Volunteer Appreciation Event – April 25, 2025

Seniors Week 2025 – June 2-8

Social Prescribing Steering Committee – Education sessions for local medical providers

Paving completed at the Cemetery around the new columbaria units

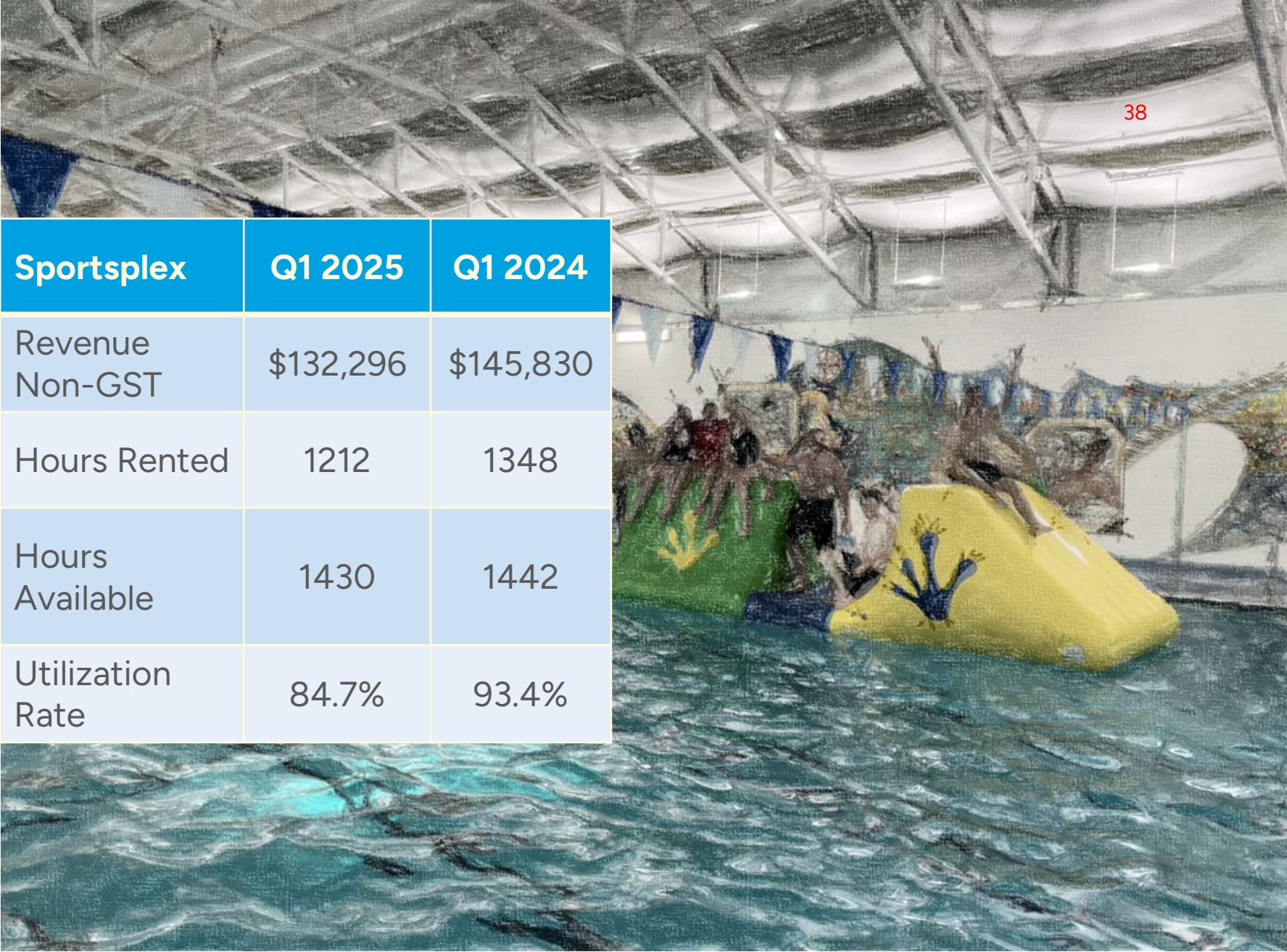


Community Development

Key Statistics

Aquatic Centre	2025	2024
Visits	9426	8952
Passes Sold	144	142
Private Rentals	35	34
Swim Lessons spots filled	788	353
Aquafit Classes	104	89

Sportsplex	Q1 2025	Q1 2024
Revenue Non-GST	\$132,296	\$145,830
Hours Rented	1212	1348
Hours Available	1430	1442
Utilization Rate	84.7%	93.4%



Key Statistics

Parks Top 10 Tasks Ranked by Person Hours Spent Q1			
	Tasks	Percentage Person Hours	Person Hours Spent on Task
1	Sidewalk/Trail Snow Removal	21%	457
2	Health & Safety, Admin, and Planning	20%	449
3	Vehicles and Equipment R&M	13%	280
4	Garbage's	9%	192
5	Sidewalk/Trail Ice Mitigation	9%	191
6	Outdoor Rink R&M	4%	88
7	Event Take Down	3%	65
8	Tree Pruning	3%	56
9	Signs	3%	56
10	Training	3%	55



Our Work

40

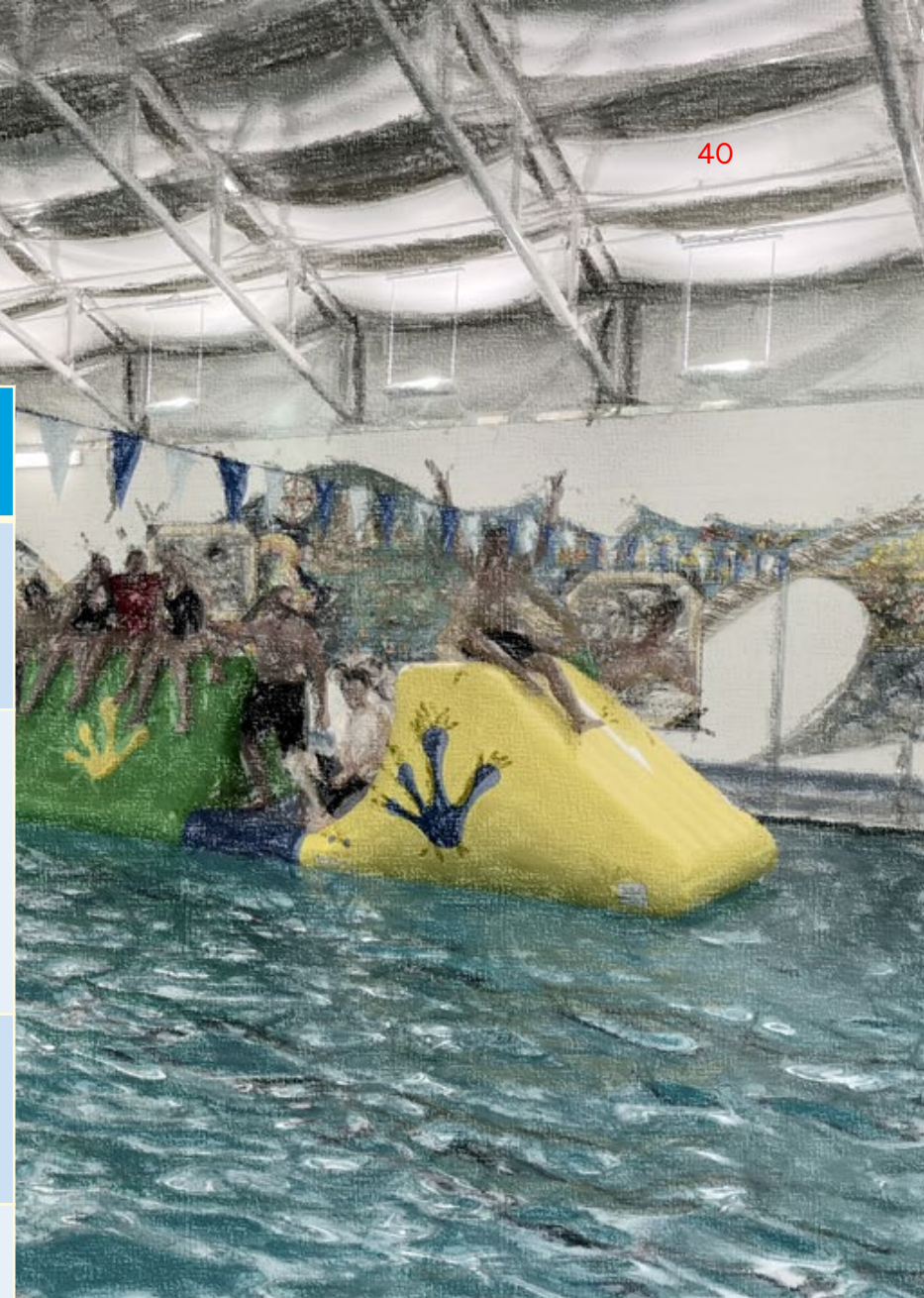
Highlights

Aquatic Centre Staffing – Converted a portion of the casual lifeguard hours to two part-time permanent positions. This will add stability to the staff scheduling and provide opportunities for development.

Outdoor Rink – Parks and Sportsplex staff worked diligently to maintain the surface of the ODR and provide a fun skating environment. It was open until late February with the help of cooler weather, along with improved installation and maintenance. It was open for over six times longer this year — 61 days compared to just 10 last year.

Sportsplex – The facility continued to offer Free Public Skating sessions as well as regular paid drop-in hockey sessions. Minor Hockey and Junior A teams did not make playoffs which impacted utilization.

Olds Grizzlys – Finalized lease agreement with new team management.



Parks & Recreation

Up Next

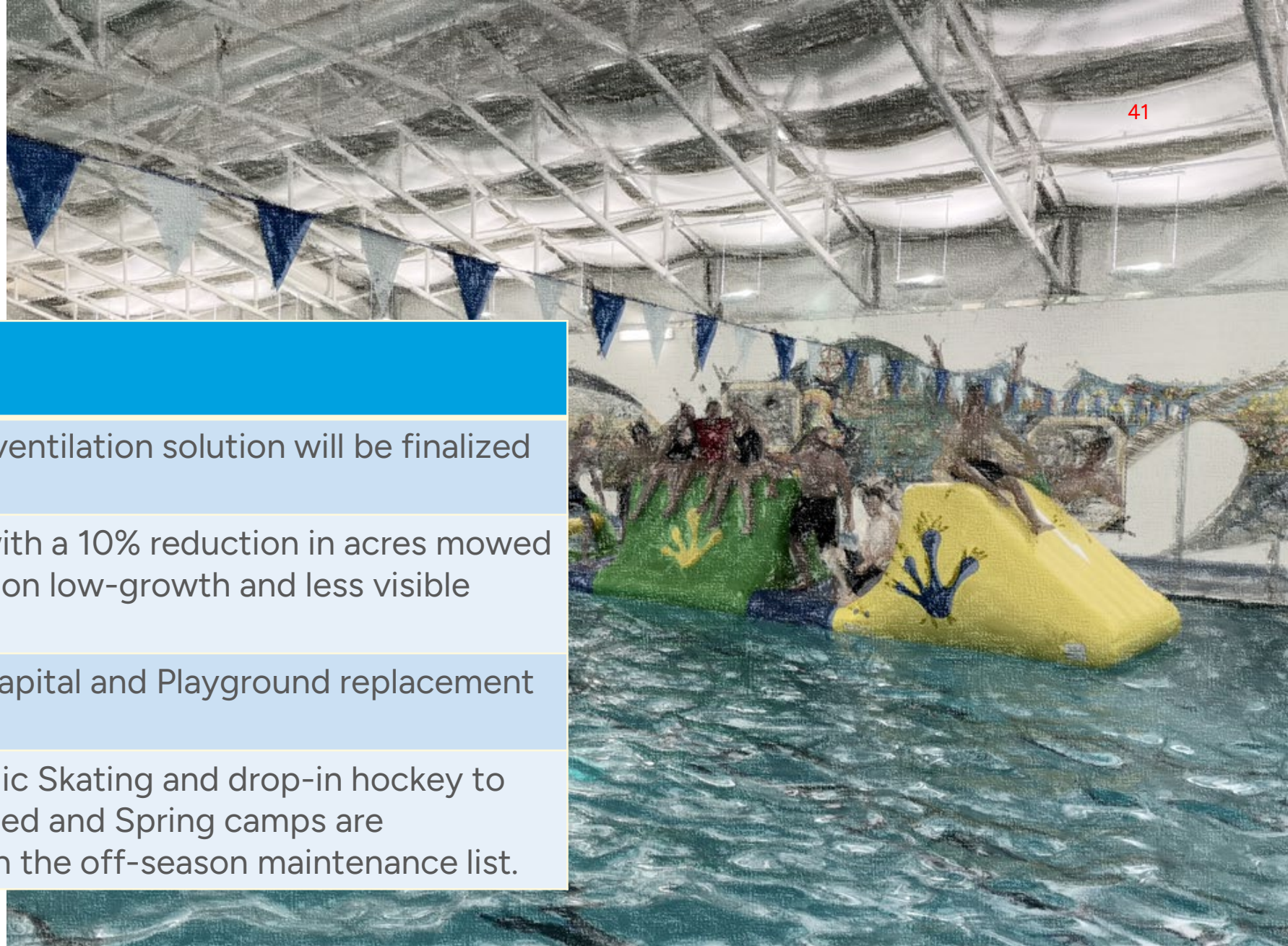
Q2 Tasks and Priorities

Aquatic Centre mechanical room ventilation solution will be finalized in June.

Naturalization planning finalized with a 10% reduction in acres mowed for the upcoming season focused on low-growth and less visible areas.

Completing Sportsplex ten-year capital and Playground replacement plans.

Sportsplex continues to offer Public Skating and drop-in hockey to the end of May. Lacrosse has started and Spring camps are scheduled. Staff will begin work on the off-season maintenance list.



41

Parks & Recreation

Key Statistics



Social Media Followers	2025	2024
Town of Olds Facebook	6308	6240
Olds Community Facebook	2361	2354
Town of Olds Instagram	1729	1696

Key Statistics



Other Social Media Followers	2025	2024
Olds Fire Department	4111	--
Community Connection Centre	941	--
Olds Sportsplex	404	--
Olds Aquatic Centre	2200	--
Voyent Alert! (coming Q2)	--	

Key Statistics

Olds Amplifier (from March 14)	Q1
Subscribers	484
Open Rate (35.6% is good)	70%
Click Rate (2.6% is good)	15.9%
Top Category	Housing Survey

Key Statistics

Website Top Visits	Visitors
Home Page	22, 712
Aquatic Centre	16, 997
Careers	5, 117
Sportsplex	3, 848
Waste Collection	2, 287
Contacts	1, 631
Community Events Calendar	1, 623
Virtual City Hall	1, 058
Council Meetings	960
Outdoor Ice Rinks	896

Our Work

Highlights

Communications Strategy – This document guides the organizations communications efforts with both internal and external stakeholders.

Marketing Plan – Introduced the marketing plan to Council with plans to initiate the implementation phase in Q2.

Centennial Park Survey – Initial survey shared with MVP Grant Committee.

Policy Review – Completed the review of several communications policies, with four rescinded, two updated and much of the detail consolidated within the new Communications Strategy.

Communications & Engagement

Up Next

47

Q2 Tasks and Priorities

Supporting significant organizational engagements including upcoming Housing Survey, Land Use Bylaw amendments, and Centennial Park public survey.

Supporting significant communications output for Infrastructure Services and Parks.

Public Art contest along with policy, terms of reference.

Refocusing Mountain View Power Marketing efforts around the positive community impact the utility is making.

Communications & Engagement



Request for Decision
OCAO Quarterly Report
 April 28, 2025

RECOMMENDATION

That Council accepts the Office of the Chief Administrative Officer (OCAO) Quarterly report as presented.

STRATEGIC ALIGNMENT

Our community is supported and enabled through skillful governance.

LEGISLATIVE AUTHORITY

1. *Municipal Government Act*

BACKGROUND

The Chief Administrative Officer's (CAO) report serves as a comprehensive update on various functional areas within the Office of the Chief Administrative Officer (OCAO) this report is submitted for information purposes aiming to provide stakeholders and key decision makers with a clear understanding of the recent developments, achievements, and challenges across the different functional areas.

FINANCIAL CONSIDERATIONS ☐ Operating ☐ Capital ☒ Not Applicable

Details:

KEY MESSAGES

The Chief Administrative Officer's (CAO) report serves as a informative tool to enhance understanding of the various function areas with the office of the CAO.

ATTACHMENTS

1. OCAO Quarterly Report PPT will be presented at the meeting

Created by:	Marcie McKinnon	Date: April 15, 2025
CAO Review:	Brent Williams	Date: April 15, 2025



Request for Decision
Town of Olds Land Sale
 April 28, 2025

RECOMMENDATION

That Council directs the Chief Administrative Officer to list Lots 31 and 32 Block 11 Plan 1711276 for sale, at a price of \$150,000.

STRATEGIC ALIGNMENT

- Our residents and town staff actively communicate and engage with us through open dialogue.
- Sound fiscal practices will be balanced with a commitment to prioritizing value for citizens.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

Over a decade ago, the Town provided land to Habitat for Humanity for the purpose of constructing affordable housing. Of the 2 parcels donated, only one was developed. In 2024, Habitat for Humanity reached out to the Town of Olds to notify us that they were divesting themselves from this region and had no intention of pursuing further development.

Per the terms of the original agreement, the land is to be returned to the Town of Olds.

Administration is recommending that this land be listed for sale at market value. An appraisal estimate has been received from KCL Consulting, the Town's assessor. Prior to sale, these lots will be consolidated and rezoned to match the intention of the East Olds Area Redevelopment Plan.

FINANCIAL CONSIDERATIONS ☐ Operating ☐ Capital ☒ Not Applicable

KEY MESSAGES

The Town of Olds is committed to evaluating all municipally owned properties to determine their highest and best use, which may include retaining, repurposing, or selling them for community benefit.

ATTACHMENTS - N/A

Prepared by:	Chylla Nault	Date: April 15, 2025
CAO Review:	Brent Williams	Date: April 16, 2025



Request for Decision

Correspondence and Information

April 28, 2025

RECOMMENDATION

That the Correspondence and Information Report ending April 28, 2025, be received for information.

STRATEGIC ALIGNMENT

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

Our community is supported and enabled through skillful governance.

Our thriving community is built on strong and collaborative relationships.

LEGISLATIVE AUTHORITY

Council Communication Response Policy

BACKGROUND

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

LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:

ITEM #	FROM / TO	REGARDING
A	Regional Business Support Network	Annual Report

FINANCIAL CONSIDERATIONS ☐ Operating ☐ Capital ☒ Not Applicable

KEY MESSAGES

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

ATTACHMENTS

1. The Correspondence and Information packet is attached.

Created By:	Chylla Nault	Date: April 15, 2025
CAO Review:	Brent Williams	Date: April 15, 2025

Annual Report



With the support of:
Prairies Economic
Development Canada



THE POWER OF PARTNERSHIPS

This is a summary about
the RBSN business activities
from June 2024 - March 2025



Town of Olds Regular Council Meeting Monday, April 28, 2025



The Power of Partnerships

The Regional Business Support Network (RBSN) was officially launched on June 14, 2024, as a collaborative initiative between the Town of Olds, Invest Olds, and Community Futures Central Alberta through project funding from Prairies Economic Development Canada.



RBSN was created to provide tailored support to businesses in across the region, equipping them with the resources, strategies, and tools needed to thrive in today's dynamic economic environment. All services are offered completely free, ensuring accessibility for businesses of all sizes and industries.

The Regional Business Support Network (RBSN) is a shining example of what can be achieved through the power of collaboration. RBSN was designed to empower businesses across the region by providing completely free support services that drive growth, foster innovation, and strengthen local economies.

Through strong partnerships and a shared vision, RBSN has amplified economic opportunities by connecting municipalities, organizations, and businesses. This collaborative spirit has enabled the delivery of valuable services to both participating and neighboring communities. RBSN has extended its support across Central Alberta, ensuring that businesses in the region have access to the resources and tools they need to thrive.

The partnership has also fostered inter-community collaboration, strengthening ties between municipalities. Municipalities engage with RBSN to bolster their local business ecosystems, providing tailored advisory services, funding referrals, and promotional support. Through the power of partnerships communities that may not have previously had access to such services can now benefit from RBSN. These partnerships underscore the collective effort to build a more resilient and prosperous regional economy.

The partnership has also fostered inter-community collaboration, strengthening ties between municipalities. Municipalities engage with RBSN to bolster their local business ecosystems, providing tailored advisory services, funding referrals, and promotional support. Through the power of partnerships communities that may not have previously had access to such services can now benefit from RBSN. These partnerships underscore the collective effort to build a more resilient and prosperous regional economy.

By fostering partnerships within and between these communities, RBSN has bridged gaps, creating a more interconnected regional economy. This cooperation not only benefits individual businesses but also strengthens the economic fabric of the region as a whole.

Summary of Services

RBSN provides a comprehensive suite of business support services designed to meet the needs of businesses at various stages of development:

Business Advisory Services

- Tailored consulting to address challenges and seize growth opportunities.
- Assistance with business planning, financial forecasting, and operational strategies.

Marketing and Promotional Support

- Tailored consulting to address challenges and seize growth opportunities.
- Assistance with business planning, financial forecasting, and operational strategies.

Market Research and Grant Navigation

- Access to market insights and data to inform business decisions.
- Guidance on identifying and applying for grants and funding opportunities.

Workshops and Training

- Skill-building sessions on topics such as digital adoption, grant sourcing and funding for business start up and growth.
- Access to industry experts and training resources.

Succession Planning and Workforce Development

- Assistance with creating succession plans for smooth business transitions.
- HR strategy support, including workforce training and recruitment advice.



Activities and Impact since Launch⁵⁴

Business Visits by Community

Olds	93 businesses
Penhold	37 businesses
Innisfail	28 businesses
Sundre	11 businesses
Cremona	3 businesses
Kneehill County	3 businesses
Didsbury	2 businesses
Bowden	1 business
Three Hills	1 business
Mountain View County	5 businesses
TOTAL NUMBER	184 businesses

Number of Advisory Sessions by Community

Olds	137
Mountain View County	15
Penhold	33
Innisfail	21
Sundre	15
Cremona	7
Kneehill County	7
Didsbury	2
Bowden	1
Three Hills	7
Red Deer County	7
TOTAL NUMBER	252 businesses

Key Performance Indicators

Key Performance Indicators (KPIs)	Program Goal to May 2026	Program Actual to March 2025
Number of HQP jobs created (Total)	3	5
•Number of HQP jobs created (Women)	2	4
•Number of HQP jobs created (Indigenous)	0	1
•Number of HQP jobs created (Youth)	1	1
Number of non-HQP jobs created (Total)	6	18
•Number of non-HQP jobs created (Women)	2	7
•Number of non-HQP jobs created (Indigenous)	0	0
•Number of non-HQP jobs created (Youth)	4	3
Number of businesses created, maintained or expanded (Total)	24	108
KPI TOTAL NUMBER	33	129

55

Business Start-Ups Supported

RBSN provided support for the successful start-up of the following businesses in the region:



5M
Printing



PB & J Plant-
Based Cooking
Classes



Osana for
Life
Massage
Therapy



BLUESKY SOLAR TECH



Healing Hands



Hoppins People Services

Educational Initiatives

- Hosted five online learning opportunities through the Biz Bites series:
 - Episode 1: 22 attendees / 48 registrations
 - Episode 2: 35 attendees / 104 registrations
 - Episode 3: 13 attendees / 35 registration
 - Episode 4: 12 attendees / 33 registration
 - Episode 5: 17 attendees / 40 registration
- These sessions provided valuable insights on funding, business development strategies, and networking opportunities, receiving highly positive feedback from participants.
- Training Calendar Access - providing ongoing daily training opportunities for businesses.



Promotional
Offering



Promotional Videos and Social Media Impact

Incorporating promotional videos into your business strategy can significantly enhance growth and customer engagement. Notably, 87% of marketers report that video marketing has directly increased sales, and 86% say it has boosted website traffic. Additionally, 90% of marketers attest that video marketing provides a good return on investment (ROI). These statistics underscore the substantial impact that well-crafted promotional videos can have on expanding your business's reach and driving revenue.

Published & Filmed Promotional Videos

Olds businesses	39	Red Deer / Red Deer County / Sylvan Lake businesses	10
Penhold businesses	6	Carbon businesses	1
Didsbury businesses	1	BREWD videos	38
Sundre businesses	6	Other short videos published	25
Innisfail businesses	3	Videos Filmed and Awaiting Publication:	15
Cremona businesses	3	TOTAL NUMBER	148 video promotions
Mountain View County businesses	1		

These videos were created for RBSN clients and as part of the BREWD Initiative, significantly enhancing local businesses’ visibility and storytelling.





Collaborative Connections

In 2024, RBSN established strong relationships with key community organizations and looks forward to collaborating on impactful initiatives in 2025, including:



Penhold Women in
Business Networking
Group



Innisfail Chamber of Commerce



Sundre Chamber of Commerce

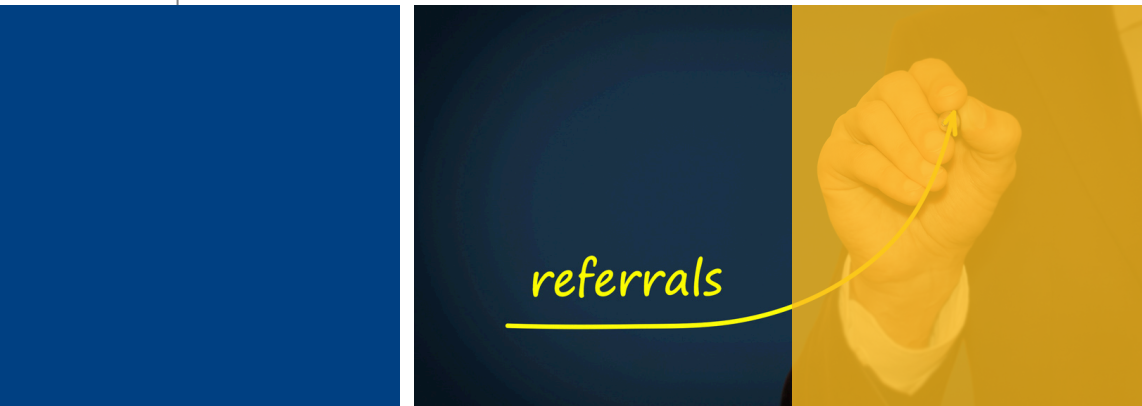
Additionally, RBSN is supported by the Access to Capital Team, a specialized group of representatives from leading financial institutions to assist businesses in securing funding and financial support. Participating institutions include:



Network Referrals

RBSN facilitated numerous referrals to programs, grants, and funding opportunities, connecting businesses to vital resources to support their growth.

**Total Estimated Value of Referrals in
June 2024 - March 2025: \$2,964,400**



Collaboration Across Communities

The power of partnerships is evident in the synergy between communities.

These collaborations illustrate the shared commitment of Central Alberta's communities to work together, transcending municipal boundaries to create a united and thriving economic region.

Looking ahead, RBSN is committed to further strengthening these partnerships, expanding its reach, and building on the successes of 2024. By continuing to foster inter-community collaboration, RBSN is paving the way for a stronger, more interconnected, and resilient regional economy.

Client Testimonials

- Highlight positive client experiences: Successful outcomes, expert guidance, and overall satisfaction with RBSN's services.
- Used to build trust, attract new clients, and improve services.
- Showcase the value of RBSN's offerings and enhance their brand reputation.

Christine D. of Blended Solutions (Sundre)



Wow! What a team! I have now met with two amazing people and believe that they are both gifted in what they can help others achieve. I was set at ease by Anne's amazing and kind personality and do not feel intimidated by the process of creating something for my business to help promote it. I have looked at her other works and am amazed at her vision. She is truly gifted at what she does.

What an amazing value Michelle has provided for me and my business in just our first meeting. She is very knowledgeable and provided me customizable strategies for my business specifics. I really had no idea what to expect but she clearly knew what I needed after a few minutes of conversation. I feel we conquered so many strategies that I cannot wait to implement them. I am so grateful for Michelle for being brave enough to meet with this amazing human being! I highly highly recommend her if you want to take your business and vision to the next level :)

Camila J. of OTR Web Solution (Olds)



The guidance of Michelle was incredible in this process. She helped me generate more ideas for our expansion and provided relevant information to impact our market. I really appreciate all the time, effort, and dedication of the RBSN team. It will be a pleasure to continue working side by side, and I am sure I will recommend them to other businesses.

Lorna B. of Healing Touch (Penhold)



I must say Michelle and Ann were fantastic they helped make me feel at ease and helped me overcome my nervousness on being on camera. Both of them listened to what I was saying and what I wanted to achieve and my goals, I really appreciate all the hard work and effort on their part.

Hannah M. of Ethereal Spirit Yoga Studio (Olds)



Michelle is amazing at what she does! She is very clearly knowledgeable about all things business. She has given me many great suggestions and advice. So far any strategies she suggested have worked perfectly! Anne was amazing with the videos! She helped guide me through the video interview very well and was great coming into film some of my classes. I can't wait to see the finished product!

Overall Impact

This summary highlights the significant strides made by RBSN since its inception in June 2024. We are proud of the impact we have had on businesses in the region and look forward to expanding our reach and deepening our collaborations in 2025.

This service is brought to you by:



INVEST
OLDS

With the support of:
Prairies Economic
Development Canada

Canada 



Collaboration



Regional
Business
Support



Business
Solutions



Request for Decision

Reports from Council, Boards Committees & Commissions

April 28, 2025

RECOMMENDATION

That the reports from Council, Boards, Committees and Commissions ending April 28, 2025, be received for information.

STRATEGIC ALIGNMENT

Our community is supported and enabled through skillful governance.

Our thriving community is built on strong and collaborative relationships.

LEGISLATIVE AUTHORITY

Legislation

Town Policy

BACKGROUND

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

FINANCIAL CONSIDERATIONS ☒ Operating ☐ Capital ☐ Not Applicable

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

KEY MESSAGES

Council participates in various boards, committees, and commissions to represent community interests, advocate for local priorities, and collaborate with regional partners. Council's involvement supports effective governance and community development.

ATTACHMENTS

1. Reports package attached.

Created by:	Marcie McKinnon	Date: April 15, 2025
CAO Review:	Brent Williams	Date: April 15, 2025

Annual STANDING MEETINGS / CONFERENCE

MAR 28 – InterMunicipal Cooperation Committee

APR 07 – Committee of the Whole all council

APR 14 & 28 – Regular Council meetings and Public Hearings

APR 23 – Vision 250 Stakeholders Committee invitation to attend the Olds Regional Exhibition Annual General meeting. 2025 year theme: Volunteers Make Waves – Together, We Create Ripples of Change.

APR 25 – Town of Olds Volunteer Appreciation banquet in sync with National Volunteer Week. Greetings on behalf of Council, Staff and Community.

HIGHLIGHTS

APR 02 – Virtual Towns south zone meeting and the ABmunis CEO outreach dialogue with members. The purpose of this session was to provide context on municipal priorities that will inform the CEO's approach in leading the organization.

Topics on the table for discussion where:

1. ABmunis is conducting a financial research project looking at trends in provincial transfers, downloading, municipal revenues, the infrastructure deficit among other topics. What is the biggest financial issue facing your community?
2. ABmunis is pursuing initiatives related to access to healthcare, policing, housing, FCSS funding, mental health, and addictions. What are the most pressing social issues in your municipality right now?
3. Fires, floods, and droughts - municipalities are facing no shortage of risks and ABmunis is involved in various initiatives from water conservation planning to wildfire prevention. What risks are keeping you up at night?
4. ABmunis and RMA are collaborating to develop candidate training resources for the next election, and to roll out our Elected Officials Education Program Munis 101 courses after the election. In addition, ABmunis just hosted a President's Summit on Civility. What is the state of local democracy in your community?

APR 09 – Seasons ENCORE (4) panel discussion for seniors. Was a well attended community invite to hear and share stories of what works, what does not work and how seniors need to be prepared well ahead of time. Planning is essential for healthy outcomes.

APR 12 – attended the IODE Imperial Order of the Daughters Empire 90th anniversary / tea and fashion show held at the Olds Evergreen Centre. Was a full house of volunteers and “did you know facts” shared.

APR 24 – Seasons ENCORE Essence of Spring Soiree outdoor celebration in honour of appreciation for support.

Wanda Blatz Council Report

March 2025

Attended Regular council meetings, Committee of the Whole meetings.

February 26 – Attended Service Level Review

February 26 – Attended Q&A session with RCMP and MVSH and elected officials from MVC. Discussions on the current RCMP funding models. MVSH is a housing management board operating within the county.

February 27 - February 27 Community Learning Campus (CLC) Connection Event. Partner event highlighting the CLC facility and the dual credit programs with CLC and Olds college.

February 28 - 2025 Provincial Budget Webinar. Highlights in the information were: Changes in funding from the GOA in 2011 per Albertan \$444.44 in Budget 2025 will be \$321.00 per Albertan for infrastructure improvements. Increase to the Education Tax requisition through municipal property taxes. No change to the FCSS and Library funding. Grants in Place of taxes (GIPOT) will be restored in 2026.

March 5-7 – Attended the Alberta Muni's Spring Leaders Caucus in Edmonton. Premier Danielle Smith on the impacts of tariffs and encouraged municipalities to purchase local and Canadian products. During the minister's dialogues topics included: deficit budget, borrowing/debt and tough choices ahead, uncertainty with tariffs and the impacts it will have. Concerns with FCSS and Library funding, efforts to streamline development approvals and red tape reduction, concerns with population growth and the impacts and challenges this will bring. We also heard from the Kyle Kasawski, the NDP Official Opposition Critic for Municipal Affairs

Mar 12 – Attended the MVRWC meeting, the minutes of this meeting were included in an agenda but we did discuss the potential of drought conditions for this summer and operations and administration will continue to monitor this situation and update regularly.

Mar 13 – Attended the AGM for the Chamber of Commerce

March 28 – attended and ICC Meeting with MVCounty.

Council Report for

April 2025

Attended Regular council meetings, Committee of the Whole meetings and the CAO review committee.

April 9 – Attended the AGM and regular meetings for MVRWC financial report for the year ending 2024 were reviewed and approved by the commission board. Regular meeting the commission members approved the MVRW Commission Drought Management Strategy these documents will be forwarded to the town for information. Continued discussion on drought management, communication with the province there are no concerns at this time.

April 25 will be attending the Volunteer Appreciation Gala.

Submitted by Wanda Blatz

Councillor Daley Report

March 19 – April 17 2025

- Attended BREWD Leadership Team Meeting April 1
- Attended EDAC Meeting April 1
- Attended ABMuni's Towns South Zone Meeting April 2
- Attended BREWD Research Review Meeting April 9
- Participated in CAO Evaluation Ad Hoc Committee Meeting April 14
- Attended Olds Healthcare A&R Committee Meeting April 15
- Attend the ORE Vision 250 Stakeholders Meeting April 23
- Attend 2025 Volunteer Appreciation Night April 25

Council Committee Report – April 2025

Councillor Heather Ryan

AB Munis Infrastructure Committee: Attended a special meeting of this committee held virtually on March 27 with the topic being resolutions that were passed by the members at the annual conference in the fall. The main resolution discussed was advocating to the province for infrastructure funding for new school development. The committee felt this advocacy needed to move to a higher level given the province's announcement to build 200 more schools.

SRDRWC: Attended a special meeting of this committee held virtually on April 4 – information about the meeting was provided in a closed session to council on April 7. The board will hold its AGM on April 25 followed by a regular meeting – I will provide a verbal update for council on this as the meeting was held after the deadline for report submissions.

Olds Chamber of Commerce: Attended the regular monthly meeting of the chamber virtually on April 16. The board had a presentation from Michelle McFadden from the Regional Business Support Network, on the peer-to-peer Mastermind Program, which would bring local businesses together in small focus groups to provide support, share commonalities and assist one another. It was felt this program could be an added value to chamber members. The chamber set the date for the annual small business awards ceremony for Oct 23. The chamber's annual golf tournament will be held on Aug. 20.

Also attended (virtually): Regular council, CAO performance review committee and COTW.

Darren Wilson Report To Council April 17, 2025

1) March 31 – April 2 Alberta Seniors & Community Housing Association Conference



- a. ASCHA celebrating 60 year anniversary
 - i. 60 years strong and powered by people
 - ii. Celebrating the heart behind the housing
- b. Key to success has been allied organizations; VIP relationships and Champions
- c. Daniel Lewis Keynote Speaker – passion, personality, people; what makes you unforgettable

Path to success: ‘messy’; interesting; scary; fun; like a 2-year olds art drawing

- i. Pop –Power of Personality - Ability to lead with authenticity
 - ii. Attitude: mind is a parachute; only works when open
 - iii. Collaborative mindset
 - iv. Embrace change – flexible
- d. Alberta Social Housing Corporation will see a total investment of \$1.2B over 3 years for affordable housing programs
- e. Housing continuum: aging population with goal to: live with dignity
- f. Effective April 1 – Assisted Living Alberta, under Jason Nixon, taking over provincial health care from Alberta Health Services, will be responsible for continuing and assisted care, home care, housing and social services
 - i. Provide true and complete wrap-around supports
 - ii. 25,000 employees
 - iii. \$4B budget
 - iv. Currently, 1600 seniors in acute care

- Goal is to provide proper care in the community they want 67

- Stronger foundations 10 year strategy

1. 14,000 new homes began construction in first four months of 2024

2. 82,000 affordable homes by 2031

3. Reduce red tape to get more units built

g. ASCHA working with RMA and ABMUNIS to develop training module in EOEP

i. Follow www.ascha.com for key messaging; priorities; issues; advocacy

ii. Tool kits to be developed for municipal candidates to assist with above

h. HMB governance challenges:

i. Silo/turf protection by existing board members; be open to new ideas

ii. Advocacy lens is changing with aging population; age in place; sustainability

iii. Composition of boards and skill set

i. Sustainability of new build construction

i. Challenge is sourcing funding and rising costs

ii. Cost per door increase from \$245k/door to \$1mln/door

1. Supply chain challenges: made to order; not inventory

2. Rapid increase cost of glass; copper; concrete

3. Planning/allowing for cost contingencies critical

a. Project cost escalation with fixed prov grant funding could result in unexpected and undesirable project scope changes (ie. Remove AC; remove back up generator; remove public washrooms)

b. Can we leverage cookie cutter build template

c. Future proof – anticipate

iii. Look at alternative revenue generating opportunities

1. Find innovative, creative ways to connect with community

2. Facility rental

3. Parking fees

4. Ancillary revenue: coffee shop

5. Open/become more accessible with service offerings to general public

iv. Critical to develop accurate and realistic pro formas for project justification – sustainability is the goal



Donut Dessert wall at evening conference networking reception

2) Towns South Zone Meeting and ABmunis CEO Outreach

- a) Summer Caucus June 11 and 12
- b) Regarding advocacy – good awareness on inadequate LGFF provincial funding
- c) However, have not yet had success moving needle on issue
- d) And translating awareness into action and GOA level
- e) Municipalities to send to ABmunis CEO their spend obligations and actions being taken in terms of capital and infrastructure (ie. Water loss; I&I)
- f)

3) April 9 Mountain View Regional Water Services Commission

- a. At this time, drought concerns are negligible
- b. Southern Alberta snow pack levels are within acceptable historical ranges
- c. Similarly, no issues at this time with snow pack levels in Central Alberta (Limestone and Skoki)

4) Honourable Ric McIver Town Hall – April 16

- 1) Bill 50 Municipal Government Act, Local Authorities Election Act, New Home Buyer Protection Act
 - Code of Conduct
 - 1. Goal is a better, more impartial province-wide system and code
 - 2. Have Legislation Proclamation in place before May Legislative sitting ends
 - 3. Once legislation is passed, there will be no avenue to file complaints until new process in place.
 - 4. Create province-wide, standard set of procedures
 - 5. Create impartial ethics commissioner role
 - 6. Municipalities will have ability to provide input to new process
 - a. Possible to have new process in place prior to October 2025
 - b. Goal is to have a 'code of conduct' product 'for' and 'by' municipalities....however, remember LGFF
- 2) CAO reporting to Council

- a. Municipality has natural person powers (ie. Contracts; property) even if not specifically mentioned in governing act
- b. Report exceptions – objective is transparency
- c. Not required to report what council has authorized/approved CAO to do
- d. Report exceptions and non-routine business/decisions

Minutes
Mountain View Regional Water Services Commission
Annual General Meeting
Innisfail Legion 9:00 a.m.
April 9, 2025

Members Present:

Chairman Michael Knight – Town of Crossfield
Vice-Chairman Robb Stuart – Town of Bowden
Bill Windsor – Town of Didsbury
Wanda Blatz – Town of Olds
Gavin Bates – Town of Innisfail
Lance Colby – Town of Carstairs
Jerry Roberts – Town of Carstairs Alternate
Darren Wilson – Town of Olds Alternate
Janice Wing – Town of Innisfail Alternate
Deb Coombes – Town of Bowden Alternate

Staff Present:

John Van Doesburg – CAO
Samantha Lafontaine – Finance Manager
Tim Ainscough – Director of Operations
Wes Olstad – Technical Manager

Others Present:

Stacey Poirier – Pivotal LLP
Craig Fox – Town of Didsbury
Adam Johnson – Town of Didsbury
Todd Becker – Town of Innisfail
Arno Glover – Town of Bowden

1. Call to Order

Chairman Michael Knight called the meeting to order at 9:35 a.m.

2. Introductions

Board members and alternates from respective communities introduced themselves and which communities they represented.

MVRWSC staff members introduced themselves.

Stacey Poirier from Pivotal LLP introduced herself.

Staff from various member municipalities introduced themselves.

3. 2024 Audit Report

Stacey Poirier presented the 2024 Audit Report.

4. Chairman's & CAO Report

Michael Knight presented the Chairman's Report.

John Van Doesburg presented the CAO's Report.

6. Board Remarks

Members of the Commission Board reviewed some community projects and thanked the staff at MVRWSC for their work.

6. Adjournment

Michael Knight moved to adjourn the Annual General Meeting at 9:33 a.m.

Carried

Chairman

Manager

Minutes

Mountain View Regional Water Services Commission Regular Meeting – Anthony Henday Water Treatment Plant

April 9, 2025

9:35 A.M.

Members Present:

Chairman – Michael Knight – Town of Crossfield
Vice Chairman Robb Stuart – Town of Bowden
Wanda Blatz – Town of Olds
Gavin Bates – Town of Innisfail
Bill Windsor – Town of Didsbury
Lance Colby – Town of Carstairs
Jerry Roberts – Town of Carstairs Alternate
Janice Wing – Town of Innisfail Alternate
Darren Wilson – Town of Olds Alternate
Deb Coombes – Town of Bowden Alternate

Staff Present:

John Van Doesburg – CAO
Samantha Lafontaine – Finance Manager
Tim Ainscough – Operations Director
Wes Olstad – Technical Manager

Others Present:

Stephen Ohene-Adjei – Pivotal LLP
Craig Fox – Town of Didsbury
Adam Johnson – Town of Didsbury
Todd Becker – Town of Innisfail
Arno Glover – Town of Bowden

1. Call to Order

Chairman Michael Knight called the meeting to order at 9:35 a.m.

2. Adoption of Agenda

Lance Colby moved to accept the amended April 2025 agenda to remove the in camera session.

Carried

3. Approval of the March 2025 Regular Meeting Minutes

Wanda Blatz moved to accept the March 2025 Meeting Minutes as presented.

Carried

4. Reports

Tim Ainscough presented the Director of Operations Report.

Wes Olstad presented the Technical Manager's Report.

John Van Doesburg presented the Administrative Report.

Samantha Lafontaine presented the Financial Report.

Bill Windsor moved to accept the reports presented as information.

Carried

5. Business Arising from Minutes

a) 2024 Audit Report – Adoption

Wanda Blatz moved to adopt the 2024 Audited Financial Statements as information.

b) Drought Management Strategy

Gavin Bates moved to accept the Drought Management Strategy for information.

Carried

c) Drought Committee – Flow Updates

Tim Ainscough presented the updated Red Deer River Flow Charts.

Robb Stuart moved to accept the Red Deer River Flow Data for information.

Carried

d) Bylaw Review

1. 2021-3 & 2025-1 Amendment – Operations of the Commission and Provision of Services

Bill Windsor moved to approve the 2nd reading of bylaw 2025-1.

Carried

Wanda Blatz moved to approve the 3rd reading of bylaw 2025-1.

Carried

6. New Business**a) Request for Proposal – Audit Services**

Wanda Blatz moved to bring Audit Services proposals to the May meeting for review.

Carried

b) Genesis Annual General Meeting

Bill Windsor moved to appoint Wes as the Commission Representative at the Genesis Annual General Meeting.

Carried.

7. Information**a) Town of Carstairs Population Update**

Robb Stuart moved to accept the update as information.

Carried

8. Next Meeting – May 14, 2025**9. Adjournment**

Michael Knight moved to adjourn the meeting at 10:15 a.m.

Carried

Chairman

Manager

Draft Motion for Council Consideration

Title: Motion to Establish a 10-Year Review Policy for Area Structure Plans and Area Redevelopment Plans

Mover: Councillor James Cummings

Date: 12 May 2025

Meeting Type: Regular Meeting of Council

Motion:

That Council direct administration to prepare a policy requiring that all statutory Area Structure Plans (ASPs) and Area Redevelopment Plans (ARPs) adopted by the Town of Olds be formally reviewed at least once every 10 years from the date of adoption or last comprehensive review, to assess their continued relevance and alignment with the Town's Municipal Development Plan, infrastructure capacity, and evolving community needs.

And further, that administration be directed to:

- 1. Prepare a list of all existing ASPs and ARPs in effect, along with their adoption dates;*
- 2. Identify any plans that are currently more than 10 years old or approaching the 10-year threshold;*
- 3. Develop a proposed schedule for plan reviews based on priority and available resources; and*
- 4. Report back to Council with a draft policy and implementation plan no later than 2 June 2025's Committee of the Whole Meeting.*

Background Document: Proposal for a 10-Year Review Policy for Area Structure Plans and Area Redevelopment Plans

Purpose

To establish a policy that mandates the review of all Area Structure Plans (ASPs) and Area Redevelopment Plans (ARPs) in the Town of Olds every 10 years to ensure these statutory

planning documents remain relevant, practical, and aligned with community priorities and growth trends.

Background

ASPs and ARPs are critical planning tools under the Alberta Municipal Government Act (MGA) that provide long-term direction for land use, servicing, and development. These documents are often developed with input from residents, developers, and technical experts and reflect the vision and policy framework at the time of their adoption.

However, many ASPs and ARPs remain unchanged for decades. Over time, their assumptions may become outdated due to changes in:

- Population growth or decline
- Economic conditions and major employment drivers
- Infrastructure capacity and condition
- Environmental considerations
- Housing needs and affordability pressures
- Community values and expectations
- Provincial or regional policy frameworks

In Olds, some ASPs and ARPs may no longer reflect current or foreseeable development patterns, leading to challenges for administration, council, developers, and residents in interpreting or implementing outdated planning frameworks.

Rationale for 10-Year Review Cycle

Implementing a policy to review these plans at least once every 10 years will help the Town of Olds:

1. Ensure Relevance

- a. Maintain alignment with the current Municipal Development Plan (MDP) and regional growth strategies.
- b. Integrate new data, infrastructure upgrades, and development trends.

2. Support Informed Decision-Making

- a. Provide updated guidance for council, administration, and developers in making consistent land-use decisions.

3. Enhance Community Trust

- a. Reflect evolving public priorities, ensuring plans are rooted in current community needs and values.

4. Encourage Responsible Growth

- a. Avoid the unintended consequences of outdated plans, such as inefficient servicing, fragmented development, or missed housing opportunities.

5. Proactively Identify Conflicts

- a. Address inconsistencies between overlapping plans, especially where ASPs and ARPs intersect or where a plan's assumptions are no longer viable.

Implementation Considerations

- **Policy Language:** Council policy would require that each ASP and ARP be formally reviewed no later than 10 years after its adoption or most recent review.
- **Scope of Review:** Not all reviews would result in amendments. Reviews would identify whether the plan remains valid or requires updates.
- **Prioritization:** The Town may triage plans for review based on development pressure, community concerns, or infrastructure triggers.
- **Resource Planning:** Budget planning may be needed to allocate staff or consultant resources for periodic reviews.
- **Public Engagement:** Reviews would involve stakeholder input where appropriate, with transparency in the evaluation process.

Alignment with Best Practices

Many municipalities across Alberta and Canada have adopted regular review cycles for key planning documents to ensure consistency and accountability in long-range planning. A 10-year review cycle is consistent with general planning timelines and strikes a balance between long-term vision and short-term adaptability.

Conclusion

A 10-year review policy for ASPs and ARPs will help keep the Town of Olds' planning documents relevant and useful, ensuring they reflect both the community's long-term vision and its current and emerging realities. It is a proactive, low-cost way to support orderly, responsive, and transparent land-use planning.

Draft Policy Language (Plain Language Version)

Policy Title: Regular Review of Area Structure Plans and Area Redevelopment Plans

Purpose:

This policy makes sure that the Town's long-term planning documents stay up to date and useful. It requires the Town to review each Area Structure Plan (ASP) and Area Redevelopment Plan (ARP) at least every 10 years.

Policy**Statement:**

The Town of Olds will review each ASP and ARP at least once every 10 years after it is first approved, or since its last full review. The purpose of the review is to check whether the plan still fits with:

- The Town's current goals and priorities;
- Updated data or growth forecasts;
- Infrastructure needs and capacities;
- Changes in laws or regional plans;
- What the community wants and needs.

Some plans may need changes. Others may still be good as they are. The review will help the Council decide what, if anything, needs to be updated.

How It Will Work:

1. Town staff will keep a list of all ASPs and ARPs, including when they were last approved or reviewed.
2. Staff will bring forward any plans due for review as part of yearly work planning or budgeting.
3. The review may include research, technical studies, and public input if needed.
4. A report will go to Council with recommendations on whether to update the plan or leave it as is.
5. If updates are needed, the Town will follow the usual process for amending a statutory plan.
6. **Review and Update of This Policy:**
This policy itself will be reviewed every five years to make sure it's still working as intended.