



**Regular and Closed Council Meeting Agenda
for Monday, January 8, 2024, at 1:00 p.m.
to be held in Council Chambers at the,
Municipal Office at 4512 – 46 Street, Olds, AB**

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

1. CALL TO ORDER

A.) ADDED ITEM(s)

B.) ADOPTION OF THE AGENDA

2. ADOPTION OF PREVIOUS MINUTES

- Page 3 2A) Adoption of previous council meeting minutes
- Regular Council Meeting Minutes – December 11, 2023
 - Special Closed Council Meeting Minutes – August 28, 2023

3. DELEGATIONS AND PRESENTATIONS

- Page 9 3A) Council Ad Hoc Committee Review Update
(Council Policy & Priorities Committee and bylaw Review)

4. BYLAWS

- Page 14 4A) Bylaw 2024-04 Traffic Bylaw
(Introduction & consideration be given for first reading.)
- Page 43 4B) Bylaw 2024-02 Line of Credit Borrowing Bylaw
(Consideration be given for all readings.)
- Page 46 4C) Bylaw 2024-03 Purchasing Cards Borrowing Bylaw
(Consideration be given for all readings.)

5. NEW BUSINESS

- Page 50 5A) Kiwanis Music Festival Sponsorship Request
- Page 52 5B) Council Annual Standing Items Schedule 2024
- Page 55 5C) Olds College Sponsorship Request
(2024 ACAC Men's Volleyball Championship in Olds February 21-24, 2024)
- Page 57 5D) Citizen Committee on Council Renumeration

Development Permit

- Page 71 5E) DP23-180 - Variance Relaxation (22 Vermont Close)

6. CHIEF ADMINISTRATIVE OFFICER'S REPORT

- Page 77 6A) Chief Administrative Officer Report

7. CORRESPONDENCE AND INFORMATION

- Page 80 7A) Correspondence and Information

8. CLOSED SESSION

Item #1

FOIP – Section 17 – Disclosure harmful to personal privacy
(Public at Large – Central Alberta Economic Partnership)

9. RISE AND REPORT

10. ADJOURNMENT

PUBLIC INFORMATION:

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

CLOSED SESSION INFORMATION:

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

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

Minutes of the Town of Olds Regular and Closed Council meeting held on Monday, December 11, 2023, 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, Councillor Heather Ryan, and Councillor Darren Wilson.

ABSENT– ELECTED OFFICIALS:

PRESENT for the Regular meeting of Council – STAFF:

Brent Williams, Chief Administrative Officer; and Sheena Linderman, Director of Finance, Justin Andrew, Director of Protective Services, Adrian Pedro, Director of Operations, Lorraine O'Brien, Director of Community Services and Marcie McKinnon, Legislative Clerk.

1. CALL TO ORDER

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

A.) ADDED ITEM(s)

Nil

B.) ADOPTION OF THE AGENDA

Moved by Councillor Walsh, “to accept the Council agenda for the Monday, December 11, 2023, Regular Council meeting.”

Motion Carried 23-467

2. ADOPTION OF PREVIOUS MINUTES

2A) Regular Council Meeting Minutes

Mayor Dahl confirmed consensus to adopt the

- *Regular Council Meeting Minutes November 27, 2023.*

The minutes were adopted as presented by consensus of Council.

Motion Carried 23-468

3. DELEGATIONS AND PRESENTATIONS

3A) Corporate Services Quarterly Report

Director Linderman provided highlights of the corporate services quarterly report as contained in the agenda package.

Moved by Councillor Wilson, “that Council accepts the Corporate Services Quarterly Report as presented.”

Motion Carried 23-469

3B) Operations Quarterly Report

Director Pedro provided highlights of the operations quarterly report as contained in the agenda package.

Moved by Councillor Daley, “that Council accepts the Operations Quarterly Report as presented.”

Motion Carried 23-470

3C) Community Services Quarterly Report

Director O'Brien provided highlights of the community services quarterly report as contained in the agenda package.

Moved by Councillor Wilson, "that Council accepts the Community Services Quarterly Report as presented."

Motion Carried 23-471

4. BYLAWS

4A) Bylaw 2023-36 Off Site Levy

Moved by Councillor Blatz, "that Bylaw 2023-36 be given second reading as presented."

Motion Carried 23-472

Moved by Councillor Daley, "that Bylaw 2023-36 be given third reading as presented."

Motion Carried 23-473

4B) Bylaw 2023-38 Rates

Director Linderman presented the Rates bylaw to council and fielded questions from council.

Moved by Councillor Blatz, "that first reading be given to Bylaw 2023-38 Rates Bylaw."

Motion Carried 23-474

Moved by Councillor Ryan, "that second reading be given to Bylaw 2023-38 Rates Bylaw."

Motion Carried 23-475

Moved by Councillor Wilson, "that unanimous consent be given to present Bylaw 2023-38 Rate Bylaw for third reading."

Motion Carried 23-476

Moved by Councillor Walsh, "that third reading be given to Bylaw 2023-38 Rates Bylaw."

Motion Carried 23-477

Mayor Dahl recessed the council meeting at 2:30 p.m.

Mayor Dahl reconvened the council meeting at 2:43 p.m.

5. NEW BUSINESS

5A) 2024 Operation and Capital Budget

Director Linderman presented highlights of the 2024 operational and capital budgets as contained in the agenda package.

Moved by Councillor Cummings, "that the 2024 Operating budget in the amount of \$34,044,722 be approved as presented."

Motion Carried 23-478

Moved by Councillor Daley, "that the 2025-2027 Financial plan be approved as information."

Motion Carried 23-479

Moved by Councillor Ryan, "that the 2024 Capital budget in the amount of \$3,451,000 be approved as presented."

Motion Carried 23-480

Moved by Councillor Walsh, "that the 2025-2029 5-year capital plan be approved as information."

Motion Carried 23-481

5B) Alberta Community Partnership Application

(Managing partner for Phase 2 of the Regional Multiplex study)

Moved by Councillor Blatz, "that Council direct the CAO to apply to the Alberta Community Partnership program as the managing partner for Phase 2 of a Regional Multiplex Study."

Motion Carried 23-482

5C) 2024 Wheelchair Rugby National Championship Request

Moved by Councillor Wilson, "that Council approve use of the sunshine bus by Para Olympics Canada for the National Wheelchair Rugby Championships that are being held in Calgary May 17-20, 2024, and direct administration to coordinate this project."

Motion Carried 23-483

5D) Amendment to Quality Management Plan

Moved by Councillor Daley, "that Council accepts the updated Uniform Quality Management Plan (QMP) as presented."

Motion Carried 23-484

DEVELOPMENT PERMITS

5F) DP23-123 Day Care Facility 5403 43 Street (Revision)

Moved by Councillor Blatz, "that Council approve Development Permit application 23-123 as presented subject to the conditions listed in the attached draft Development Permit."

Motion Carried 23-485

5G) DP23-169 Street Carwash 5622 46 Street

Moved by Councillor Ryan, "that Council approve Development Permit application 23-169 as amended (to include a condition that the applicant install a silencer) and is subject to the conditions listed in the attached draft Development Permit."

Motion Carried 23-486

Director Andrew left the council meeting at 3:39 p.m.

6. REPORTS FROM COUNCIL, BOARDS, COMMITTEES AND COMMISSIONS

6A) Reports from Council, Boards, Committees, and Commissions

Mayor Dahl's report is contained in the agenda package.

Moved by Councillor Wilson, "that the reports from Council, Authorities, Boards, Committees and Commissions ending December 11, 2023, be received for information."

Motion Carried 23-487

Directors Linderman, O'Brien, and Pedro left the council meeting at 3:45 p.m.

7. CHIEF ADMINISTRATIVE OFFICER'S REPORT

7A) Chief Administrative Officer Report

CAO Williams spoke on the following:

- Report A Problem (RAP) Summary (included in the agenda package).
- O-NET TV Upgrade noting that 55% of customers have completed the transition to the new TV platform.

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

Motion Carried 23-488

8. CORRESPONDENCE AND INFORMATION

8A) Correspondence and Information

Moved by Councillor Blatz, "that the Correspondence and Information Report ending December 11, 2023, be received for information."

Motion Carried 23-489

9. CLOSED SESSION

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 3:53 p.m. to discuss matters exempt from disclosure under FOIP Sections noted below, with CAO Williams and Marcie McKinnon to remain in attendance."

Motion Carried 23-490

Item #1

FOIP Section 16 – Disclosure harmful to the business interests of a third party
(Olds Fibre Ltd. Board of Directors Update)

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

Moved by Councillor Cummings, "that the meeting reconvenes to the regular Council meeting at 4:18 p.m."

Motion Carried 23-491

The gallery was opened, and the live stream was resumed.

10. RISE AND REPORT

Moved by Councillor Blatz, "that Council accepts the Olds Fibre Ltd. Board of Directors Update as presented."

Motion Carried 23-492

11. ADJOURNMENT

Mayor Dahl adjourned the meeting at 4:19 p.m.

Judy Dahl,
Mayor

Brent Williams,
Chief Administrative Officer

These minutes were approved on the ____ day of January 2024.

Minutes of the Town of Olds Special Closed Council meeting held on Monday, August 28, 2023, at 9:00 a.m. in the Council Chambers, at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location.

PRESENT – ELECTED OFFICIALS:

In the Chair, Mayor Judy Dahl

Councillor Wanda Blatz, Councillor James Cummings, Councillor Dan Daley, Councillor Harvey Walsh, Councillor Heather Ryan, and Councillor Darren Wilson.

ABSENT– ELECTED OFFICIALS:

PRESENT for the Regular meeting of Council – STAFF:

Brent Williams, Chief Administrative Officer; Sheena Linderman, Director of Finance, Doug Wagstaff, Director of Community Services, Scott Grieco, Director of Operations, Chylla Nault, Executive Support Council/CAO, Ken Krueger, Manager of Parks and Recreation, and Marcie McKinnon, Legislative Clerk.

1. CALL TO ORDER

Mayor Dahl called the meeting to order at 9:02 a.m.

2. ADOPTION OF THE AGENDA

Moved by Councillor Blatz, “to accept the Council agenda for the Special Closed Council meeting on Monday, August 28, 2023, as presented.”

Motion Carried 23-463

3. BUSINESS FOR SPECIAL CLOSED MEETING

3A) Service Level Review

Moved by Councillor Wilson, “that Council moves into closed session in accordance with Section 197(2) of the Municipal Government Act at 9:03 a.m. to discuss matters exempt from disclosure under the FOIP Act as follows with required attendees CAO Williams, Directors Linderman, Wagstaff, Grieco, Chylla Nault, Ken Krueger, and Marcie McKinnon.

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

FOIP Section 17 – Disclosure harmful to personal privacy

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

FOIP Section 27 – Privileged Information

Motion Carried 23-464

Mayor Dahl recessed the meeting at 10:17 a.m.

Heather Dixon, Town of Olds Lead Facilitator, joined the meeting.

Mayor Dahl reconvened the meeting at 10:23 a.m.

Councillor Walsh left the meeting at 10:50 a.m.

Chylla Nault left the meeting at 10:52 a.m.

Ken Krueger left the meeting at 10:53 a.m.

Councillor Walsh rejoined the meeting at 11:01 a.m.

Ken Krueger rejoined the meeting at 11:03 a.m.

Mayor Dahl left the meeting at 11:37 a.m.

Mayor Dahl rejoined the meeting at 11:39 a.m.

CAO Williams left the meeting at 11:40 a.m.

CAO Williams rejoined the meeting at 11:44 a.m.

Council agreed by consensus to recess the special closed council meeting and reconvene at a future date.

Mayor Dahl recessed the meeting at 12:10 p.m.

December 11, 2023, at 9:00 a.m.

Mayor Dahl reconvened the Special Closed Council Meeting at 9:00 a.m. in closed session on Monday, December 11, 2023, in the Council Chambers, at the Municipal Office at 4512 – 46 Street in Olds with CAO Williams, Directors Andrew, Linderman, Pedro and O'Brien, Chylla Nault, Ken Krueger and Marcie McKinnon to remain in attendance.

CAO Williams left the meeting at 9:30 a.m. returned at 9:31 a.m.

CAO Williams left the meeting at 9:54 a.m. returned at 9:56 a.m.

Director Andrew left the meeting at 10:14 a.m. returned at 10:30 a.m.

Councillor Blatz left the meeting at 10:20 a.m. returned at 10:22 a.m.

Marcie McKinnon left the meeting at 10:35 a.m.

Moved by Councillor Blatz, "that the closed session reconvenes back to the special council meeting at 11:46 a.m."

Motion Carried 23-465

4. RISE AND REPORT

Moved by Councillor Cummings, "that Council accept the service level reports."

Motion Carried 23-466

5. ADJOURNMENT

Mayor Dahl adjourned the meeting at 11:48 a.m.

Judy Dahl,
Mayor

Brent Williams,
Chief Administrative Officer

These minutes were approved on the ____ day of January 2024.



Request for Decision

Council Policies and Priorities Committee Review

January 8, 2024

RECOMMENDATION

That Council accepts the committee's update on the review of the Council Policies and Priorities Committee and bylaw as follows:

- *That Council eliminate the CAO/Council Convo information sessions; AND*
- *That Council hold Committee of the Whole meetings at 1:00 pm in Council Chambers at 4512 46 Street in Olds, AB on the first Monday of the following months: February, April, June, September, and November, or as determined.*

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

At the regular council meeting on October 10, 2023, the council passed bylaw 2023-35 initiating the establishment of an ad hoc committee. The primary objective of this committee is to conduct a comprehensive review of the council policies and priorities committee's functionality including an examination of the existing bylaw (Bylaw 2022-20). The outcomes of these deliberations are encapsulated in the attached mark up copy of the existing bylaw.

The committee submitted the above recommendation with the below assumptions:

- Council and the Mayor can call special meetings of Council with 24 hours notice.
- Special meetings of Council for budget (2) and service level review (2 – 3) should be included in the annual calendar presented at the Organizational Meeting.
- CAO information updates can be dealt with in closed session of a regular or committee meeting.
- The restructured Committee will have a pre-determined workload (i.e., policy review / presentations / delegations) assigned to it.

From administration's perspective, much of the work that has been tasked by Council through the Strategic Plan (business plans, service levels, etc.) and 2024 Budget (water loss, I&I, work order/GIS integration) require a lot of man-hours to implement. Reducing the amount of time preparing, attending, and actioning Council meetings will help us deliver results in a timelier manner.

FINANCIAL CONSIDERATIONS ☒ Operating ☐ Capital ☐ Not Applicable

Details: Modest cost savings via councillor per diems.

ATTACHMENTS

1. DRAFT Bylaw 2024-01 Committee of the Whole

CAO Review:	Brent Williams	Date: 2 January 2024
-------------	----------------	----------------------

TOWN OF OLDS

Bylaw 2024-01

BEING A BYLAW OF THE TOWN OF OLDS ESTABLISHING A COMMITTEE OF THE WHOLE

WHEREAS Section 145 of the Municipal Government Act, R.S.A. 2000 c.M-26 (the Act) and amendments thereto provides that a council may pass bylaws in relation to the establishment and functions of council committees as well as procedures to be followed by council committees.

AND WHEREAS, Section 146 of *the Act* provides that a council committee may exist entirely of councillors.

AND WHEREAS, the Council of the Town of Olds considers it expedient to establish a Committee of the Whole to support and facilitate the achievement of the Town's Strategic Plan, vision and goals.

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

BYLAW TITLE:

This Bylaw may be referred to as the '**Committee of the Whole or (COTW) Bylaw.**'

DEFINITIONS

In this bylaw, words have the meanings set out in *the Act* and the Procedural Bylaw, except that in the context of this Bylaw, "the Committee" means Committee of the Whole.

STATEMENT OF TO WHOM AND TO WHAT THE BYLAW APPLIES

The purpose of this Bylaw is to establish the mandate, functions, and procedures of Committee of the Whole.

GENERAL RULES AND SPECIAL PROVISIONS

Composition:

1. **The Committee of the Whole is comprised of each member of the Town of Olds Council.**
2. **A permanent Standing Committee of Council.**

Staff Support:

2. (1) The Chief Administrative Officer (CAO), or their designate, is the principal advisor to the Policies and Priorities Committee. Attendance of specific municipal staff is at the discretion of the CAO.

Authority:Mandate:

3. (1) ~~The Policies and Priorities Committee is advisory in nature, making recommendations to Council by way of resolution. No decisions will be made by Council at a Council Policies and Priorities Committee meeting. These meetings serve as an opportunity for Council to be provided with information on governance and policy matters. These meetings serve as an opportunity for Council to seek clarification on matters relating to Council business.~~

Provide strategic oversight of progress of Council's Strategic Plan and monitor Council-established priorities, ensuring that programs and services authorized by Council are consistent with Council's Strategic Plan and that strategic objectives are being met; and

(2) Support Council's decision-making process by providing a venue for fulsome discussion and debate on key principles, ideas, or components of projects, policies, plans, or other things that will ultimately require Council direction or decision.

Including but not limited to:

Hearing from delegations or guide them to Council

Examine matters forwarded by the CAO.

Deliberate on issues presented by fellow council members and, if needed, refer them to the CAO for a report.

Formulate recommendation(s) on matters aligning with current policy.

Tackle challenges confronting the municipality.

Engage in policy development.

Contribute to bylaw development.

Spearhead business planning and budgeting.

Oversee legal services and agreements.

Navigate land sales or purchases.

Frequency of meetings:

4. (1) To be determined at the Annual Organizational Meeting. The frequency and timings of the COTW meetings may change as circumstances dictate with a majority approval of the COTW members. One (1) meeting each month, held in the Council Chambers, Olds Municipal Office on the first Monday of each month at 1:00 p.m. (Except in August, no meeting is held.)

Chairman:

5. (1) The meetings are to be chaired by the current members of Council excluding the Mayor (Chief Elected Official); following the Organizational Meeting approved Deputy Mayors Schedule. The rotation will begin each November.

Regulations:

6. (1) ~~The Committee is intended principally as a forum for discussion rather than as a decision-making venue.~~
6. (2) The Committee meetings are is to comply with legislation that is applicable for Regular Council meetings and / or Council Committee meetings as described in the MGA Act, as well as adhere to the Town of Olds Procedural Bylaw.
6. (3) The Policies and Priorities Committee meetings shall be a public meeting, open to the public to observe only.
6. (4) The Committee may receive public presentations and delegations from individuals, groups, organizations, or external agencies. ~~Delegations may make presentations to the Policies and Priorities Committee~~ by appointment only.
6. (5) The Committee may determine to meet in a Closed all or part of a meeting to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and the Protection of Privacy Act. Session on a vote of the Committee of Council.
6. (6) The Committee may refer an item to the CAO for additional information or clarification but must move the issue forward to Council for consideration and decision upon receipt of the required information.

6. (67) Minute recording will take place at each meeting of the Policies and Priorities Committee and be maintained as an Official Record of the Town of Olds.

Order of Business:

8. The business of the Council intended to be dealt with shall be stated in the agenda in the following order:

1. Call to order
 - a) Added Items
 - b) Adoption of the agenda
2. Adoption of Previous Minutes
- ~~3. Business Arising Out of the Minutes~~
- ~~4.3. Presentations and Delegations~~
- ~~5.4. Reports/Statistics~~
- ~~6. Bylaws and Policies Review~~
- ~~7.5. New Business~~
- ~~8. CAO Report~~
- ~~9.6. Adjournment~~

The order of business established in the foregoing paragraph shall apply unless Council otherwise determines, by a majority vote of the members of Council present. A vote upon a matter of priority shall be decided without debate.

9. Motions

9.1 The committee may make the following motions: to postpone to a certain time or date, recommend, refer, refer to Council, and approve or adopt.

9.2. A motion to postpone to a certain time or date:

- (a) Is used if the Committee would prefer to consider an item later in the same meeting or at another meeting; and
- (b) Is debatable only as to the advisability of the postponement and is amendable only as to the time specified.

9.3. A motion to recommend:

- (a) Is used to make a recommendation to Council for consideration on a pending item;
- (b) Is debatable; and
- (c) May be amended.

9.4. A motion to refer:

- (a) Is used to refer any motion to the appropriate Council Committee or to Administration for investigation and report; and
- (b) Is debatable and amendable only as to the body to which the motion is referred and the instructions on the referral.

9.5. A motion to refer to Council:

- (a) Is used to refer a pending item to Council for decision without a recommendation;
- (b) Is not debatable; and
- (c) May not be amended.

9.6. A motion to approve or adopt:

- (a) Is used to adopt the Agenda of the Meeting; and
- (b) Is used to approve the Minutes of a prior Meeting.

10. Limits to Discussion

There is no limit on the number of times a Member may speak to an item.
Informal discussion of an item is permitted when no motion has been made.

Quorum:

119. MGA quorum requirements will prevail, ~~for the Council Policies and Priorities Committee.~~

Repeal:

142. Bylaw ~~2022-20~~ 19-26 is hereby repealed, and all amendments thereto are hereby repealed.

Read a first time on the ~~11th day of, 2022.~~

Read a second time on the ~~11th day of, 2022.~~

Received unanimous consent for presentation of third reading given on the ~~11th day of, 2022.~~

Read a third time the ~~11th day of, 2022.~~

Judy Dahl, Mayor

Brent Williams, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer ~~the 12th day of October 2022.~~

TABLE OF CONSOLIDATION FOR BYLAW No 2008-21:

September 8, 2008	Town of Olds Bylaw No. 2008-21 Policies and Priorities Committee
October 27, 2008	Town of Olds Bylaw No. 2008-25 Policies and Priorities Amendment
January 12, 2009	Town of Olds Bylaw No. 2009-03 Policies and Priorities Amendment
March 14, 2016	Town of Olds Bylaw No. 2016-04 Policies and Priorities Amendment
December 18, 2017	Town of Olds Bylaw No. 2017-23 (consolidating all 4 existing P&P bylaws)
October 28, 2019	Town of Olds Bylaw No. 2019-26 (repeals 2017-23)
October 11, 2022	Town of Olds Bylaw No. 2022-20 (repeals 2019-26)
<u>XXX XX, XXXX</u>	<u>Town of Olds Bylaw No. XXXX-XX (repeals 2022-20)</u>



Request for Decision
Bylaw 2024-06 Traffic
January 8, 2024

RECOMMENDATION

That Council give first reading to the Traffic Bylaw 2024-06, 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

Municipal Government Act
Provincial Legislation

BACKGROUND

In the pursuit of enhancing municipal governance and community standards, the municipal enforcement department embarked on a comprehensive review of existing bylaws in 2023. The initial focus was directed towards the traffic bylaw, recognizing its pivotal role in ensuring public safety and efficient urban mobility.

After months of meticulous examination and analysis a draft proposal for the new traffic bylaw 2024-06 has been meticulously crafted. This proposed bylaw is now presented before the council for their consideration and input. The aim is to foster a collaborative decision-making process that considers the diverse perspectives and needs of the community.

Moreover, the scrutiny of the municipal enforcement bylaws has revealed a broader spectrum of regulations that warrant attention. Beyond traffic management, the review has highlighted the need for revisions in animal control, public behaviors, streets, parks, person and properties, among others. The Administration, recognizing the significance of these bylaws in shaping the community’s fabric, is diligently working to present these proposed revisions in subsequent council meetings.

The Council's deliberations and feedback on the proposed traffic bylaw will set the tone for future discussions on related community standards, fostering a robust framework that aligns with the evolving needs of our vibrant municipality.

FINANCIAL CONSIDERATIONS ☐ Operating ☐ Capital ☒ Not Applicable
Details:

ATTACHMENTS

- 1. Draft Bylaw 2024-06 Traffic
- 2. Traffic Bylaw Presentation

CAO Review:	Brent Williams	Date: Jan. 5, 2024
-------------	----------------	--------------------

TOWN OF OLDS

TRAFFIC BYLAW 2024-04

	NUMBER	1 ST READING	2 ND READING	3 RD READING	SIGNED AND PASSED
ORIGINAL BYLAW	1516-97	May 12, 1997	May 12, 1997	May 12, 1997	May 12, 1997
AMENDMENT 1	00-08 (amends 1516-97)	June 12, 2000	June 12, 2000	June 12, 2000	June 14, 2000
2	04-15 (repealed 1516-97 & 00-08)	December 13, 2004	January 10, 2005	January 10, 2005	January 10, 2005
3	2007-38 (amends 04-15)	November 13, 2007	November 13, 2007	November 13, 2007	December 14, 2007
4	2023-25 (will repeal 04-15 & 2007-38)				

TOWN OF OLDS BYLAW NO. 2024-04

BEING A BYLAW OF THE TOWN OF OLDS TO REGULATE TRAFFIC AND HIGHWAY USAGE WITHIN THE TOWN OF OLDS

WHEREAS the *Municipal Government Act*, RSA 2000, c M-26, authorizes a Municipality to pass bylaws respecting the safety, health, and welfare of people and the protection of people and property; activities and things in on or near a Public Place or place that is open to the public, and transport and transportation systems;

AND WHEREAS the *Municipal Government Act*, RSA 2000, c M-26 provides that a Municipality has the direction, control, and management of all roads within the Municipality;

AND WHEREAS the *Traffic Safety Act*, RSA 2000 c T-6 and the *Dangerous Goods Transportation and Handling Act*, RSA 2000, c D-4, authorizes a Municipality to pass bylaws with respect to a Highway under its direction, control and management;

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

PART 1 BYLAW TITLE

1. This Bylaw may be referred to as “**The Traffic Bylaw**”.

PART 2 DEFINITIONS

2. Words used in this bylaw have the same meaning as defined in the *Alberta Municipal Government Act*, *Traffic Safety Act*, *Dangerous Goods Transportation and Handling Act*, including their amendments and regulations, unless defined otherwise in this bylaw.
3. “Act” means the *Alberta Municipal Government Act*, *Traffic Safety Act*, *Dangerous Goods Transportation and Handling Act*, including their Regulations and as amendments or substituted from time to time.
4. “Chief Administrative Officer” or “CAO” means the individual appointed by Council to the position of Chief Administrative Officer under section 205 of the *Municipal Government Act* and pursuant to the Chief Administrative Officer Bylaw; or anyone authorized to act on his/her behalf.
5. “Commercial Vehicle” means a Vehicle operated on a Highway by or on behalf of a person for the purpose of providing transportation and includes:
 - (i) Vehicle or a combination of Commercial Vehicles that is registered for a

gross weight of more than 4,500 kilograms;

- (ii) tractor, grader, road building or road maintenance equipment, or construction equipment, other than truck-type Vehicles, regardless of weight and that is not a bus;
- (iii) a truck-type Vehicle; or
- (iv) a bus

but does not include a private passenger Vehicle.

6. "Council" means the Town of Olds municipal Council.

7. "Emergency Vehicle" means:

- (i) a Vehicle operated by a Peace Officer or police service as defined in the *Police Act* R.S.A. 2000, Ch. P-17 (as amended),
- (ii) a fire-fighting or other type of Vehicle operated by the fire protection service of a Municipality,
- (iii) an ambulance operated by a Person or organization providing ambulance services,
- (iv) a Vehicle operated as a gas, power, or water disconnection unit of a public utility, or
- (v) a Vehicle designated by regulation as an emergency response unit.

8. "Highway" means any thoroughfare, street, road, trail, avenue, Parkway, driveway, viaduct, lane, Alley, square, bridge, causeway, trestle way or other place or any part of any of them, whether publicly or privately owned, that the public is ordinarily entitled or permitted to use for the passage or Parking of Vehicles and includes:

- (i) a Sidewalk, including a Boulevard adjacent to the Sidewalk,
- (ii) if a ditch lies adjacent to and parallel with the Roadway, the ditch, and
- (iii) if a Highway right of way is contained between fences or between a fence and one side of the Roadway, all the land between the fences, or all the land between the fence and the edge of the Roadway, as the case may be,

but does not include a place declared by provincial regulation not to be a Highway.

9. "Motorcycle" means a Motor Vehicle, other than a moped, that is mounted on 2 or 3 wheels and includes those Motor Vehicles known in the automotive trade as

Motorcycles and scooters.

10. "Motor Vehicle" means:
 - (i) a Vehicle propelled by any power other than muscular power, or
 - (ii) a moped,but does not include a bicycle, a power bicycle, an aircraft, an implement of husbandry or a Motor Vehicle that runs only on rails.
11. "Municipality" means a Municipality as defined in the *Municipal Government Act* and includes a Metis settlement.
12. "Municipal Enforcement" means the Town of Olds Municipal Enforcement Department;
13. "Municipal Violation Ticket" means a Town-issued notice that alleges an offence and provides a person with the opportunity to pay an amount to the Town in lieu of prosecution for the offence.
14. "Obstruction" means an encroachment, excavation, structure, or other obstacle, including a tree, shrub, or hedge, that:
 - (i) interferes with or prevents the vision, passage, maintenance or use of Public Places by Vehicles or Pedestrians; or
 - (ii) interferes with or prevents the proper operation of public work.
15. "Off-Highway Vehicle" means any motorized mode of transportation not intended for normal Roadway use, but built for cross-country travel on land, water, snow, ice or marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when specifically designed for such non-Roadway travel:
 - (i) 4-wheel drive Vehicles,
 - (ii) low pressure tire Vehicles,
 - (iii) Motorcycles and related 2-wheel Vehicles,
 - (iv) amphibious machines,
 - (v) all-terrain Vehicles,
 - (vi) miniature Motor Vehicles,
 - (vii) snow Vehicles,
 - (viii) minibikes, and

- (ix) any other means of transportation that is propelled by any power other than muscular power or wind,
but does not include:
 - (x) motorboats, or
 - (xi) any other Vehicle exempted from being an Off-Highway Vehicle by provincial regulation.
- 16. "Occupant" means the Owner or other person having lawful possession of a premises.
- 17. "Officer" means a person appointed by the Town to enforce the provisions of this bylaw including a Bylaw Enforcement Officer, Community Peace Officer, or a member of the RCMP.
- 18. "Owner" means the person who owns a Vehicle and includes any persons renting a Vehicle or having the exclusive use of a Vehicle under a lease that has a term of more than 30 days or otherwise having the exclusive use of a Vehicle for a period of more than 30 days.
- 19. "Parade" means a procession or march that is:
 - (i) organized to entertain spectators, for display or inspection purposes, or to promote a cause or purpose, and
 - (ii) likely to block, obstruct, impede, hinder, or otherwise interfere with Vehicle or Pedestrian traffic.
- 20. "Park", when prohibited, means the act of allowing a Vehicle to remain stationary in one place, except:
 - (i) while actually engaged in loading or unloading passengers, or
 - (ii) when complying with a direction given by a Peace Officer or Traffic Control Device.
- 21. "Parkland" means any developed or undeveloped property that is owned, controlled, or maintained by the Town, is intended to be used by members of the public for recreation purposes, and is:
 - (i) preserved as a natural area,
 - (ii) designated or districted as Park or Park corridor land.
 - (iii) dedicated as municipal reserve, environmental reserve, or a public utility

lot property pursuant to the *Municipal Government Act* R.S.A. 2000, Ch.M-26 (as amended), or

- (iv) a Boulevard contiguous with, partially within or fully within the property referenced under subsections (i), (ii) or (iii).
22. "Park Space" means a public space controlled by the Town and set aside as a Park to be used for rest, recreation, exercise, pleasure, amusement, and enjoyment, and includes:
- (i) Playgrounds, natural areas, sports fields, and cemeteries; and
 - (ii) pathways, trails, and Park roadways;
- but does not include golf courses.
23. "Peace Officer" means a Person employed for the purposes of preserving and maintaining the public peace, and includes:
- (i) a police Officer under the *Police Act*;
 - (ii) a Peace Officer appointed under the Peace Officer Act for the purpose of the Act; and
 - (iii) a Bylaw Enforcement Officer or Community Peace Officer authorized to enforce this Bylaw in accordance with their appointment.
24. "Pedestrian" means:
- (i) a Person on foot; or
 - (ii) a Person in or on a mobility aid,
- and includes those Persons designated by regulation as Pedestrians and for the purposes of this Bylaw, includes users of in-line skates, roller skates, skateboards, and non-motorized scooters.
25. "Playground" means recreational facilities utilized primarily by children. This includes outdoor Playgrounds with play equipment, sports fields, ball diamonds, tot lots and indoor or enclosed facilities such as skating rinks and swimming pools.
26. "Public Place" means any Town owned, controlled, or managed space to which the public is permitted access.
27. "Roadway" means that part of a Highway intended for use by vehicular traffic.
28. "Recreational Vehicle" means a Vehicle designed or used for travel with temporary living accommodation for vacations or camping purposes.

29. "Special Roadway Event" means a competition, spectacle, or event (including a block party or similar gathering) that takes place in whole or in part on a Highway and which may involve walking, running or the use or display of Bicycles, Motorcycles or Vehicles.
30. "Traffic Control Device" means any sign, signal, marking, or device placed, marked, or erected under the authority of the *Traffic Safety Act* for the purpose of regulating, warning, or guiding traffic.
31. "Town" means the Town of Olds, a municipal corporation of the Province of Alberta, and includes, where the context so requires, the area contained within the boundaries of the Town of Olds.
32. "Vehicle" means a device in, on or by which a Person or thing may be transported or drawn on a Highway and includes a combination of Vehicles but does not include a mobility aid. A Trailer attached to a Vehicle shall be deemed part of that Vehicle:
- (i) for the purposes of determining or defining the Vehicle's weight, and
 - (ii) subject to sections 31(i) and (ii) if the Vehicle is Parked on a Highway.
33. "Violation Ticket" means a Violation Ticket issued in accordance with the *Provincial Offences Procedure Act* R.S.A. 2000, c.P-34.

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

34. This bylaw applies to:
- all Vehicle, Pedestrian, and animal traffic;
 - the use of Highways, sidewalks, pathways, and Public Places; *and*
 - the Parking of Vehicles within the Town of Olds.

PART 4
TRAFFIC REGULATIONS

Alley Parking

35. No person shall Park a Vehicle in an alley except while loading and unloading goods
- (i) from a Commercial Vehicle; or
 - (ii) from a passenger Vehicle for a period not exceeding 60 minutes.
36. Notwithstanding subsection (35), no person shall Park a Vehicle in an alley such

that the passage of other Vehicles through the alley is obstructed.

Disabled Person's Parking Space

37. No person shall stop or Park a Vehicle in a space marked by a Traffic Control Device as a disabled Person's Parking space unless
- (i) the Vehicle clearly displays a placard or license plate issued by or acceptable to the Registrar, which placard, or license plate has been issued in reference to a disabled person's use of the Vehicle; and
 - (ii) the disabled person referred to in subsection (37(i)) enters or exits the Vehicle while it is stopped or Parked in the referenced Parking space.

Hitchhiking

38. No person shall hitchhike or stand upon or walk along a Highway for the primary purpose of soliciting gratuitous transportation from operators of passing Vehicles.

Horse Drawn Vehicle

39. No person shall operate or drive a horse drawn Vehicle within the Town except with the written permission of the CAO.

Off-Highway Vehicles

40. Unless engaged in the act of loading or unloading an Off-Highway Vehicle from or onto a trailer or Vehicle, no person other than
- (i) Peace Officers acting in accordance with their official duties; and
 - (ii) Town employees acting in accordance with their official duties,
- shall operate an Off-Highway Vehicle within the Town, including on any bodies of water existing wholly or partly within the Town (whether frozen or otherwise).

Operating rules for bicycles

41. A person operating a bicycle on a Highway has all the rights and is subject to all the duties that any Vehicle operator has under this bylaw unless the context otherwise requires.
42. A person riding a bicycle on a sidewalk or pathway must:
- (i) yield the right of way to slower moving persons or cyclists;

- (ii) alert a person about to be overtaken by sounding a bell with a reasonable amount of time before overtaking;
- (iii) use reasonable care when overtaking another person or passing on the left; and
- (iv) travel under control and at a reasonable rate of speed having regard to the nature, condition and use of the sidewalk or pathway including the amount of Pedestrian traffic.

Parking Space

43. Where a Parking space is indicated on a roadway surface, an operator shall Park a Vehicle wholly within the limits of the Parking space.

Parking / Stopping - General Prohibitions

44. No person shall Park a Vehicle on any portion of a Highway upon which Parking is prohibited by a Traffic Control Device.
45. No person shall stop a Vehicle on any portion of a Highway upon which Stopping is prohibited by a Traffic Control Device.
46. Except for a roadway designed as a cul-de-sac, all Parking will be parallel Parking unless otherwise specified by Traffic Control Device. For a roadway designed as a cul-de-sac all Parking in the widened portion of the roadway forming the end of the cul-de-sac will be angle or diagonal Parking unless prohibited by Traffic Control Device.
47. At no time shall a person Park or stop a Vehicle
- (i) on a Sidewalk or Boulevard;
 - (ii) such that the Vehicle impedes or obstructs the orderly flow of Vehicle or Pedestrian traffic;
 - (iii) near a building such that the Vehicle interferes with the use of a doorway marked as a fire or emergency exit;
 - (iv) on any portion of a Roadway marked as an Emergency Access Route or fire lane;
 - (v) such that the Vehicle obstructs access to the entranceway of a fire hall, police station or hospital;
 - (vi) in a roadway maintenance or construction area unless the Vehicle is

employed in the maintenance or construction work;

- (vii) on a roadway such that any of the Vehicle's passenger side tires are greater than 50cm from the curb or the edge of the roadway, except where a Traffic Control Device indicates that angle Parking is required;
- (viii) within 3m of a fire hydrant Curb point, except when the Vehicle is Parked in a space where a Traffic Control Device indicates Parking is permitted;
- (ix) within 3m of a marked Crosswalk, except when the Vehicle is Parked in a space where a Traffic Control Device indicates Parking is permitted;
- (x) within an Intersection other than immediately next to the curb in a "T" intersection;
- (xi) within an intersection nearer than 5m to the projection of the corner property line immediately ahead or immediately to the rear, except when the Vehicle is Parked in a space where a Traffic Control Device indicates Parking is permitted;
- (xii) upon Parkland, or land designated by a public authority other than the Town as Park or reserve land;
- (xiii) in any place where a Traffic Control Device indicates that Parking or stopping is restricted to a special class of Vehicle, except if that Vehicle qualifies as a member of such authorized special class of Vehicle;
- (xiv) in a Town-owned Parking lot contrary to a Traffic Control Device;
- (xv) on a Highway so that it faces in the opposite direction of the traffic flow for that side of the Highway; or
- (xvi) on any portion of a Highway where a Traffic Control Device restricts Parking thereon to residents unless the Vehicle displays on its front windshield a decal or permit indicating the Town authorization to Park on that portion of the Highway.

Pedestrians

- 48. No Pedestrian shall act in such a manner as to obstruct, interfere with, or prevent the passage of vehicular or Pedestrian traffic along a Highway.
- 49. A Pedestrian must not cross a roadway within one block of a traffic control signal or Pedestrian corridor other than in a crosswalk.

Recreational Vehicle / Trailers

50. A person must not Park a Recreational Vehicle on a Highway or a public Parking lot owned by or in the care, custody, and control of the Town, for a period exceeding forty-eight (48) hours, unless otherwise provided for in this bylaw.
51. No person shall Park a trailer on any portion of a Highway:
 - (i) unless the trailer is attached to a Vehicle that is mechanically capable of, and properly equipped for, towing the trailer in a safe manner.
52. An Owner or operator of a Recreational Vehicle must not Park the Recreational Vehicle in such a manner as to make a hazard.
53. Recreational Vehicles, including attachments, that are Parked on a front driveway or at the back of the lot adjacent to an alley:
 - (i) must not extend onto the sidewalk, pathway, or curb of a Highway or alley;
 - (ii) must be setback at least 1.5 metres from the curb where no sidewalk or pathway exists; and
 - (iii) must not extend past the property line on which the Recreational Vehicle is Parked where no sidewalk, pathway, or curb exists.
54. Recreational Vehicles, Off-Highway Vehicles, and Vehicles must be Parked on an approved gravel, concrete, or paved Parking pad in a residential area.

Repairs

55. No person shall perform Vehicle maintenance or repair work on a Highway unless that work would normally be considered a minor emergency repair.

Roadways

56. No person shall operate a Vehicle within the Town except on a roadway or, subject to the consent of the Owner, on private property.
57. No person shall ride a horse within the Town limits, unless approval was granted by the Town.

School Zones / Playground Zones

58. A School Zone / Playground Zone's hours are from 07:30 to 21:00 hours, seven days a week.
59. A School / Playground Zone:

- (i) begins at the point where there is a Traffic Control Device indicating the School Zone or Playground Zone or the commencement of the School Zone or Playground Zone, and
- (ii) ends at the point where there is a Traffic Control Device indicating a greater rate of speed or the end of the zone.

Speed Limits

60. Unless otherwise posted,

- (i) 50 kilometers per hour is the maximum speed limit for a Highway;
- (ii) 30 kilometers per hour is the maximum speed limit in a school zone or Playground zone;
- (iii) 20 kilometers per hour is the maximum speed limit for a laned roadway or alley; and
- (iv) 15 kilometers per hour is the maximum speed limit for a Parking lot.

Timed Parking

61. Where a Traffic Control Device restricts Parking to a number of minutes or hours, no person shall Park a Vehicle in the applicable Parking area in excess of that time span.

- (i) If a Vehicle, being the subject of a Municipal Violation Ticket or a Violation Ticket issued due to a contravention of section (61), remains Parked for a further span of time in excess of the number of minutes or hours permitted, an additional offence shall be deemed to have occurred.

Tracked Vehicle

62. Unless permission to do so has been granted by the CAO, no Person shall operate on a roadway a Vehicle or trailer having metal spikes, lugs, cleats, chains, or bands projecting from a tire or any part of the Vehicle or trailer such that the projecting materials make contact with the roadway surface while the Vehicle or trailer is moving.

Use of Pathways, Sidewalks, and Boulevards

63. A person must not:

- (i) drive, lead, or allow a hoofed animal to walk;
- (ii) drive, draw, or push any Vehicle;

(iii) ride a horse; or

(iv) draw, push, propel, or ride a wheeled Vehicle;

on or along a pathway, sidewalk, or boulevard, unless allowed otherwise in this bylaw.

64. Despite section 63, a person may draw, push, propel, or ride:

(i) a two-wheeled cart or other personal grocery carrier;

(ii) a baby carriage, or a wheeled device for carrying a child or a disabled person;

(iii) a mobility aid; or

(iv) a child's tricycle;

on or along a sidewalk or pathway in such a way that it does not interfere with other users of the sidewalk or pathway.

PART 5

PARADES / SPECIAL ROADWAY EVENTS

65. A person must not hold a Parade, procession, race, or Special Roadway Event on a Highway until a permit for the event is issued.

66. A person or organization wishing to organize a Parade or Special Roadway Event must, at least 30 days prior to the time they desire to hold the same, make application in writing to the Town of the place of origin, destination, and route to be followed by such a Parade or Special Roadway Event, along with the time and date thereof.

67. The CAO may waive the 30-day application period for Parade or Special Roadway Event.

68. The CAO may set conditions they deem appropriate for the purposes of ensuring public safety and protection of private and public property.

69. Unless Council determines otherwise by bylaw, a non-refundable fee must accompany a Parade or Special Roadway Event application, as contained in the Special Events Permit.

70. Where approval was granted for a Parade or Special Roadway Event, a person must not join or otherwise interfere with the Parade or Special Roadway Event without the permission of the permit holder.

71. A person who joins or otherwise interferes with a Parade or Special Roadway

Event without permission must depart the immediate area of the Parade or Special Roadway Event immediately after having been directed to do so by an Officer.

72. A permit holder must comply with all conditions set out in the permit.
73. Where the permit holder fails to comply with the conditions set out by the CAO, the Town may cancel the permit.

Funeral Procession

74. For the duration of a Funeral Procession, the operator of a lead Vehicle must display, in a conspicuous fashion, a flashing purple light on the roof or inside of the lead Vehicle.
75. Notwithstanding anything in this Bylaw, a Vehicle in a Funeral Procession may enter an intersection without stopping when normally required if:
 - (i) it is the lead Vehicle employing the use of the flashing purple light referred to in section (74);
 - (ii) the Vehicle is not the lead Vehicle, and it is traveling immediately behind another Vehicle that is also part of the Funeral Procession so as to form part of a continuous line of traffic;
 - (iii) the Vehicle's headlamps are alight; and the passage into the intersection can be made in safety.

PART 6 **RESTRICTED VEHICLES**

Trucks and Over-Dimensional/Over-Weight Vehicles

76. No person shall operate, stop or Park a truck on a Highway within the Town except:
 - (a) on a designated roadway as referenced in Schedule 2;
 - (b) on the most direct and practicable route to or from the nearest designated roadway, or date-limited designated roadway (as applicable) for the purpose of:
 - (i) delivering goods to, collecting goods from, or providing services at the premises of verifiable business customers,
 - (ii) traveling to or from the municipally licensed business premises of the Owner of the Truck,
 - (iii) traveling to or from a municipally licensed Vehicle servicing

premises for the servicing or repairing of the Truck,

(iv) accessing lodgings located in commercially zoned areas of the Town;
or

(c) in accordance with the written permission of the CAO.

77. No person shall operate, stop or Park an over-dimensional Vehicle or overweight Vehicle within the Town unless that person first obtains:

- (i) a weight or size permit issued in accordance with the *Traffic Safety Act*, R.S.A. 2000, Ch. T-6; and
- (ii) written approval from the CAO to operate the Over-Dimensional Vehicle or Over-Weight Vehicle within the Town.

78. On demand, the Operator of an over-dimensional Vehicle or over-weight Vehicle shall:

- (i) produce for a Peace Officer a copy of the permit or approval; or
- (ii) where the CAO has rendered an approval, provide the Peace Officer the valid approval.

Dangerous Goods Carriers

79. No person shall operate a Carrier within the Town except

- (a) on the safest or most direct route between a Dangerous Goods Route (schedule 3) and the Carrier's delivery or pick-up location; or
- (b) in compliance with a Dangerous Goods Permit.

80. No person shall stop or Park a Carrier within the Town except;

- (a) to load or unload Dangerous Goods,
- (b) if necessary due to the Carrier's mechanical failure;
- (c) if the Carrier is involved in a collision; or
- (d) in compliance with a Dangerous Goods Permit.

81. When requested to do so by:

- (a) a Peace Officer; or
- (b) a Dangerous Goods inspector acting in accordance with the *Dangerous Goods Transportation and*

Handling Act, R.S.A. 2000, Ch. D-4,

an Operator of a Carrier shall produce all documentation relating to the Dangerous Goods being transported, including bills of lading, permits issued pursuant to this Bylaw, industrial waste reports, and documents showing the origin of the trip and a description of the Carrier's load.

82. In the event of a traffic collision involving a Carrier, or in the event of a Dangerous Goods leakage or spillage, the Carrier Operator shall immediately inform a Peace Officer and the Olds Fire Department of the incident and of the nature of the Dangerous Goods being transported. The Carrier Operator must also immediately notify Alberta EDGE (1--272-9600) as per Part 8 of the *Transportation of Dangerous Goods Regulations*.

Moving Permits

83. No Person shall move a building or part of a building along a Highway without first obtaining, and fully complying with, a Moving Permit.

School Bus

84. No School Bus, 12.8m in length or greater, shall operate on a local roadway; without prior approval from the CAO.
85. No School Bus Operator shall Park a School Bus in a residential district (as described in the Land Use Bylaw) except
- i) while engaged in loading or unloading passengers, or
 - ii) between 08:00 a.m. and 4:00 p.m. on a day that regular passengers attend classes, provided that the School Bus is no more than 12.8 metres in length.

PART 7
OBSTRUCTIONS

General

86. No Person shall place or cause to be placed an Obstruction of any kind upon or above a Public Place except with the CAO's written permission.
87. In addition to being subject to any other enforcement action, a Person who violates section (86) shall cause the immediate removal or rectification of the Obstruction upon being notified to do so by the Town.
- (i) If a Person fails to remove or rectify the Obstruction as required, the Town may cause the removal or rectification of the Obstruction.

- (ii) If the CAO determines that an Obstruction creates an unsafe condition, the Town may immediately remove or rectify the Obstruction as the CAO deems appropriate.
- (iii) Any costs incurred by the Town while acting in accordance with subsections (86) or (87) are debts owing to the Town by the Person placing or causing the Obstruction.

Securing loads and use of tarpaulins

- 88. All loads of earth, sand, gravel, or other loose material (such as hay, straw, and silage, etc.), must be completely covered and secured by a tarpaulin or other covering.
- 89. A person must not drive a Vehicle with a load on a Highway unless the load has been secured to prevent the load from falling onto a Highway or adjacent land or shifting within the Vehicle box or trailer box.
- 90. If any part of a Vehicle's load becomes loose or detached, or blows, drops, spills, or falls from any Vehicle onto a Highway, the operator must:
 - (i) immediately notify Municipal Enforcement; and
 - (ii) take all reasonable precautions to safeguard traffic and to remove any materials from the Highway, as soon as practicable.
- 91. If the CAO determines that the dropped material creates an unsafe Highway condition, the Town may immediately remove the material from the Highway as the CAO deems appropriate.
 - (i) Any costs incurred by the Town while acting in accordance with sections (90) or (91) are debts owing to the Town by the Person placing or causing the Obstruction.

PART 8 **MISCELLANEOUS PROVISIONS**

Engine Retarder Brakes

- 92. No Person shall use engine retarder brakes within the Town.

Idling

- 93. No person shall allow the engine or motor of any stationary Vehicle
 - (i) in a residential area; or

- (ii) in any other area were prohibited by Traffic Control Device
- to remain running for a period of time longer than twenty minutes.

License of Occupation / Encroachment Agreement

- 94. The CAO may grant a license of occupation or an encroachment agreement, or execute a caveat in reference to the same, that permits the occupation of or encroachment upon a Public Place.

Removal and Impoundment of Vehicle

- 95. A Peace Officer may cause any Vehicle Parked contrary to this bylaw to be towed to a different location.
- 96. In addition to towing the Vehicle, any information and complaint may be laid against the Owner or person in charge of the illegally Parked Vehicle for any violation of the provisions of this bylaw.
- 97. Instead of or in addition to towing the Vehicle, an Officer or any person designated by the CAO for this purpose may place a Municipal Violation Ticket or Violation Ticket on the Vehicle Parked in contravention of this bylaw.
- 98. Notwithstanding that the Vehicle may be Parked in compliance with this Bylaw, a Peace Officer may cause to be removed and/or impounded any Vehicle Parked on a Highway where emergency conditions require the Vehicle's removal from the Highway.
- 99. A Peace Officer, when possible, shall notify the Owner of a Vehicle in the event of the Vehicle's removal in accordance with section (95).
- 100. Any Vehicle removed under section (95) shall be delivered to an impound facility where it will remain impounded until claimed by the Owner, or in accordance with applicable provincial laws, or to be towed to a different location as directed by the Peace Officer.

PART 9 **AUTHORITY**

Powers of the Chief Administrative Officer (CAO)

- 101. Without restricting any other power, duty or function granted by this Bylaw, the CAO may:
 - (i) conduct any inspections to determine compliance with this Bylaw;
 - (ii) take any steps or conduct any actions required to enforce this Bylaw;
 - (iii) take any steps or conduct any actions required to remedy a contravention of this Bylaw;

- (iv) establish investigation and enforcement procedures with respect to residential, commercial, industrial, or other types of property and such procedures may differ depending on the type of property in question;
- (v) establish areas where activities restricted by this Bylaw are permitted;
- (vi) establish forms for the purposes of this Bylaw;
- (vii) issue permits with such terms and conditions as are deemed appropriate;
- (viii) establish the criteria required for a permit pursuant to this Bylaw; and
- (ix) delegate any powers, duties, or functions under this Bylaw to an employee of the Town.

102. In addition to acting in accordance with the authority held by his or her office, and the authority specifically granted elsewhere in this Bylaw, the Chief Administrative Officer or designate may:

- (i) restrict Vehicle access along a Roadway where, in the CAO's opinion, the volume, speed or nature of traffic thereon is inconsistent with the intended safety and convenience of the Roadway provided that existing Vehicle access to properties adjacent to the Roadway is not entirely terminated;
- (ii) designate any Intersection or other place on a Roadway as a place where left or right-hand turns shall be restricted, prohibited or mandatory;
- (iii) designate any Intersection or place on a Roadway, including a place where a railway right of way crosses a Highway, as a place where U-turns are prohibited;
- (iv) divide a Roadway into multiple traffic lanes;
- (v) designate Crosswalks, School Zones, Playground zones;
- (vi) designate construction zones;
- (vii) declare temporary Roadway closures at any time that a construction or maintenance project on or adjacent to the Roadway may create a hazard;
- (viii) set speed limits on Roadways that are restricted for use during Parades or Special Roadway Events, or Roadways that are under construction or repair, or in a state of disrepair;
- (ix) designate portions of a Roadway where Parking is prohibited, restricted to Special Classes of Vehicles, or limited to a period of time;

- (x) restrict Vehicle weight or Vehicle and carried load weight on Roadways; and
- (xi) prohibit or restrict movement of Vehicles from a private driveway onto a Roadway or from a Roadway onto a private driveway.

Delegation of Authority

103. The Chief Administrative Officer may delegate his or her authority under this Bylaw to another individual as he or she deems fit.

Traffic Control Devices

104. The CAO or designate is hereby delegated the authority to place, erect, display or alter Traffic Control Devices at such locations within the Town as they may determine, or as Council may by resolution direct, for the purpose of controlling and regulating traffic withing the Town of Olds.
105. The CAO or designate is hereby delegated the authority to place, or cause to be placed, temporary Traffic Control Devices prohibiting the Parking of Vehicles on a roadway for snow clearing and maintenance purposed at least 12 hours prior to such cleaning or maintenance.
106. In any case where, by reason of any emergency or any other special circumstances, it is the opinion of the CAO or his authorized designate that it is desirable and in the public interest to do so, the CAO may temporarily close within the Town, any roadway, sidewalk, boulevard or public Parking lot, in whole or in part, and take all measures necessary to ensure public safety.

PART 10 **EXEMPTIONS**

107. Nothing in this Part shall apply to:
- (a) Emergency Vehicles or Operators of Emergency Vehicles acting in accordance with their official employment duties.
 - (b) Peace Officers acting in accordance with their official employment duties; or
 - (c) a Person acting in accordance with:
 - (i) a Traffic Control Device; or
 - (ii) notwithstanding the existence of a Traffic Control Device, the directions of a Peace Officer, or the CAO.

Permits

108. The CAO may, in writing, alter, suspend, or revoke a permit issued by his or her

office in accordance with this Bylaw if it is determined that:

- (i) the permit was issued in error;
- (ii) the permit was issued based on incorrect information supplied to the Town;
- (iii) the permit issued is in violation of any other Bylaw or resolution;
- (iv) circumstances exist whereby the CAO, acting reasonably, determines that the permit should be altered, suspended, or revoked; or
- (v) the applicant breaches any condition of the permit.

109. A Person to whom a permit has been issued pursuant to this Bylaw, and any Person carrying out an activity otherwise regulated, restricted, or prohibited by this Bylaw pursuant to such permit, shall comply with any terms or conditions forming part of the permit.
110. A Person shall not make any false or misleading statement or provide any false or misleading information to obtain a permit pursuant to this Bylaw.

Proof of permit

111. The onus of proving a permit has been issued in relation to any activity otherwise regulated, restricted, or prohibited by this Bylaw, is on the person alleging the existence of such a permit on a balance of probabilities.

Owner's Liability

112. Where a Vehicle is driven, used, Parked, or left in contravention of any of the provisions of this bylaw, the Owner of the Vehicle is guilty of the contravention and liable to the penalty provided in this bylaw, unless the Owner proves to the satisfaction of the provincial judge or justice trying the case for contravention of this bylaw that at the time of the contravention the Vehicle was not driven, used, Parked, or left by the Owner or by another person with the Owner's consent, expressed or implied.

PART 11 **OFFENCES AND ENFORCEMENT**

Enforcement

113. A Peace Officer is hereby authorized and empowered to issue a Notice, Municipal Violation Ticket to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw. The Peace Officer may commence proceedings against such Person.

114. Municipal Violation Tickets and Violation Tickets will be issued in accordance with the Provincial Offences Act and the Town's General Penalty Bylaw.

Continuing Offence

115. In the case of an offence that is of a continuing nature, a contravention of a provision of this Bylaw constitutes a separate offence with respect to each day, or part of a day, during which the contravention continues, and a person guilty of such an offence is liable to a fine in an amount not less than that established by this Bylaw for each such separate offence.
116. For timed Parking offences of this bylaw, second and subsequent offences are deemed to have been committed when a Vehicle that has been issued a Municipal Violation Ticket remains Parked in contravention of the Bylaw for a second or further period of time in excess of the maximum time allowed.
117. For all other offences under this bylaw, second and subsequent offences are deemed to have been committed when a Vehicle that has been issued a Municipal Violation Ticket remains Parked in contravention of the bylaw 24 hours after the Municipal Violation Ticket was issued.

Fines and Penalties

118. Any person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction to a fine of not more than TWO THOUSAND FIVE HUNDRED DOLLARS (\$2500.00) and not less than FIFTY (\$50.00).
119. The specified fines for an offence committed pursuant to this bylaw are set out in the attached Schedule "1".

Interference with duties

120. It is an offence to interfere, obstruct, or hinder any person authorized by the Town, including Officers and other authorized persons, in the exercise or performance of the person's powers pursuant to this bylaw.

Recovery of enforcement costs

121. The expenses and costs incurred by the Town in the enforcement of this bylaw may be collected as a civil debt that is the subject of the enforcement proceedings under this bylaw.

Miscellaneous

122. Nothing in this bylaw relieves a person from complying with any federal, provincial, or municipal law or regulation, other bylaw or any requirements of any lawful permit, order, consent, or other direction.

123. Where this bylaw refers to another act, regulation, or agency, it includes reference to any act, regulation, or agency that may be substituted.

BYLAW COMING INTO EFFECT

124. This Bylaw shall take effect, and Bylaw 04-15 and 2007-38 and all amendment hereto shall be repealed, at ~~12:01 a.m. on July 1,~~ 2024.

Severability

125. If any provision of these bylaws shall be held invalid or unenforceable, the invalidity or unenforceability shall attach only to that provision and shall not in any manner affect or render invalid or unenforceable any other provision, and these bylaws shall be interpreted and enforced as if the invalid or unenforceable provision were not contained herein.

Effective Date

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

Read for the first time on the ____ day of ____ 2024.

Read for a second time on the ____ day of ____ 2024.

Read for a third and final time on the ____ day of ____ 2024.

SIGNATURE LINE

Judy Dahl,
Mayor

Brent Williams,
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____, 2024.

SCHEDULE “1”

PENALTIES

The Town of Olds provides opportunity for *penalty instead of prosecution* on the offences listed in the chart below. Offences will be processed in accordance with the General Penalty Bylaw.

Bylaw Section	First Offence	Penalty instead of prosecution	Specified penalty
35	Park in Alley longer than designated time	\$80	\$160
36	Park a Vehicle causing Obstruction in an alley	\$80	\$160
37(i)&(ii)	Park or stop in designated disabled zone without permit	\$150	\$300
38	Soliciting a ride	\$80	\$160
39	Operate horse drawn Vehicle	\$150	\$300
40	Operating an OHV not in compliance with Traffic Safety Act	\$150	\$300
41	Operating a Bicycle not in compliance with Traffic Safety Act	\$80	\$160
42	Operating a Bicycle in unsafe manner on sidewalk or pathway	\$150	\$300
43	Fail to Park within marked space	\$80	\$160
44	Park where prohibited	\$80	\$160
45	Stop where prohibited	\$80	\$160
47 (i – xvi)	Park / Stop Vehicle	\$80	\$160
48	Obstruct Pedestrian traffic along Highway	\$150	\$300
49	Jaywalking	\$80	\$160
50	Park RV on Highway longer than designated time	\$80	\$160
52	Park RV create hazard	\$150	\$300

53	RV extends over sidewalk, pathway, Highway, curb, or alley	\$80	\$160
54	Park RV, OHV, or Vehicle not in compliance on an approved Parking pad	\$80	\$160
55	Servicing Vehicle on Highway	\$80	\$160
56	Operate Vehicle on private property without consent	\$150	\$300
57	Ride a horse within Town limits	\$80	\$160
61	Park for longer than designated time	\$80	\$160
62	Operate Vehicle with spikes, lugs, etc.	\$150	\$300
63 (I – iv)	Drive on boulevard, sidewalk, or pathway	\$150	\$300
65	Hold a Parade, procession, race or special roadway event without permit	\$150	\$300
71	Take part in Parade without permission	\$150	\$300
76	Operate/Stop/Park a Truck on Highway without permission	\$80	\$160
77	Operate/Stop/Park an over-dimensional Vehicle or over-weight Vehicle on Highway without permission	\$150	\$300
78	Fail to provide permit/approval of over-dimensional Vehicle or over-weight Vehicle	\$150	\$300
81	Fail to produce Dangerous Good Permit	\$250	\$300
82	Fail to notify of Dangerous Good Permit leakage or spillage	\$250	\$500
83	Move building without permit	\$250	\$500

86	Place or cause Obstruction in Public Place	\$80	\$160
87	Fail to remove Obstruction	\$80	\$160
90 (i)	Fail to notify Municipal Enforcement	\$80	\$160
92	Use of retarder brakes within Town limit	\$150	\$300
93	Idling Vehicle for longer than 20 minutes	\$150	\$300

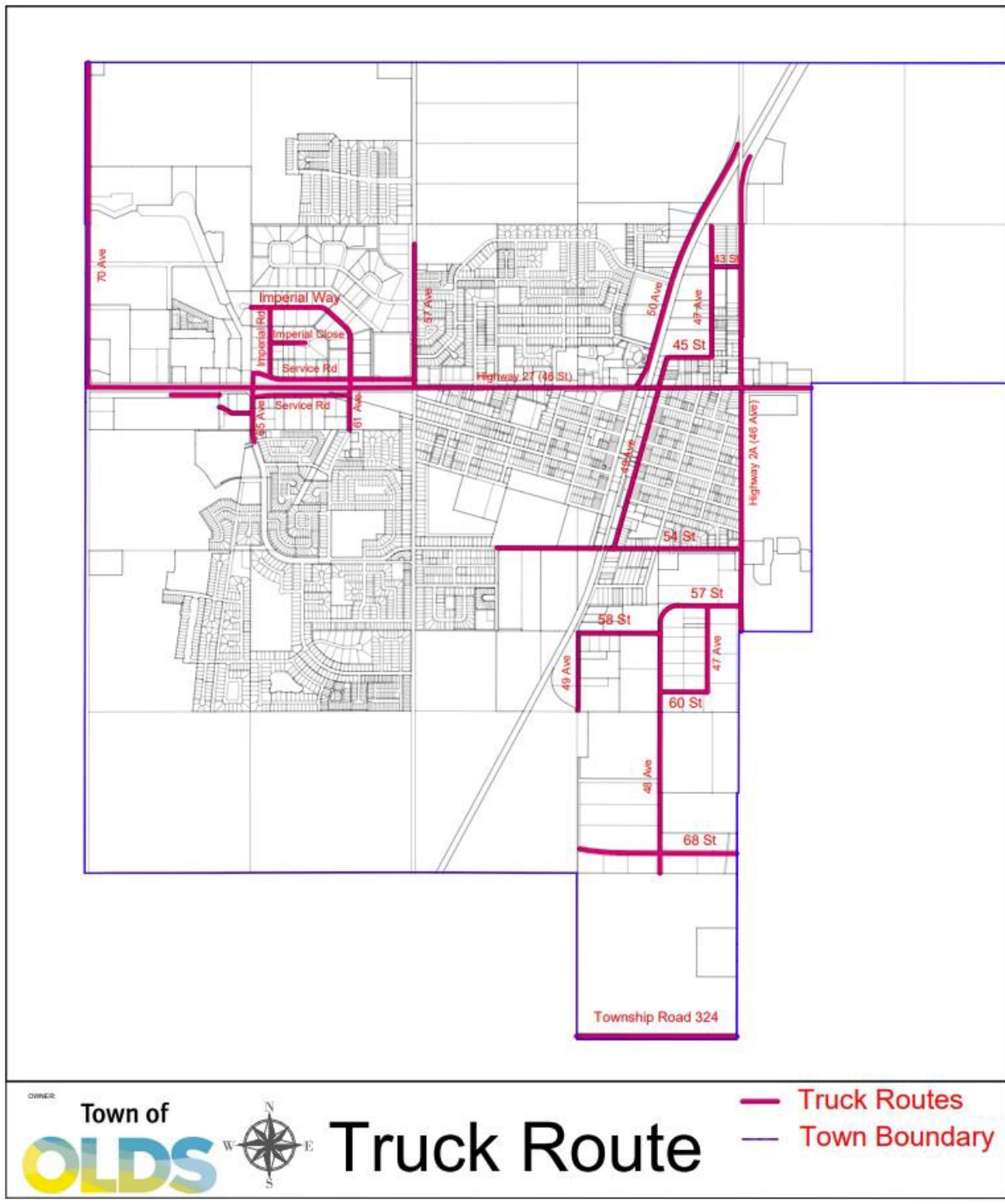
SCHEDULE “2”

DESIGNATED ROADWAYS

Pursuant to Section 78 of this bylaw, this Schedule “2” lists’ roadways designated as truck routes in the Town of Olds:

1. All of Highway 2A (46 Avenue) within Town limits
2. All of Highway 27 (46 Street) within Town limits
3. The entire north service road to Highway 27 west of 57 Avenue
4. The entire south service road to Highway 27 west of 57 Avenue
5. All of Imperial Road
6. All of Imperial Close
7. All of Imperial Way
8. Section of 61 Avenue south from Highway 27 to and including 5104 - 61 Avenue
9. Section of 50 Avenue north from Highway 27 to Town limits
10. Section of 49 Avenue north from Highway 27 to 45 Street
11. Section of 45 Street east from 49 Avenue to 47 Avenue
12. Section of 47 Avenue north from 45 Street to and including 4105 - 47 Avenue
13. Section of 54 Street west from Highway 2A to 53 Avenue
14. Section of 49 Avenue south from 54 Street to end of roadway
15. Section of 57 Avenue from Highway 27 to 3901 – 57 Avenue
16. Section of 65 Avenue from Highway 27 to 5110 – 65 Avenue
17. Section of 54 Street from Highway 2A to 5116 – 54 Street
18. The following roadways within the South Industrial Park:
 - All of 57 Street west from Highway 2A
 - Section of 48 Avenue south from 57 Street to 68 Street
 - Section of 60 Street from 47 Avenue to 48 Avenue
 - Section 47 Avenue from 57 Street to 60 Street
 - Section of 58 Street from 48 Avenue to 49 Avenue
 - Section of 49 Avenue from 58 Street to end
 - All of 68 Street west from Highway 2A
19. Section of 70th Avenue north from Highway 27 to north Town limits
20. Section of Township Road 324 From Highway 2A west to Town limits

SCHEDULE “3” Truck Routes





Request for Decision
Borrowing Bylaw 2024-02 Line of Credit
January 8, 2024

RECOMMENDATION

That Bylaw 2024-02, being a borrowing bylaw to establish a line of credit with Alberta Treasury Branch (ATB) for the purpose of paying operating expenses, be introduced, and given first reading.

That Bylaw 2024-02, being a borrowing bylaw to establish a line of credit with Alberta Treasury Branch (ATB) for the purpose of paying operating expenses, be given second reading.

That unanimous consent be given to present Borrowing Bylaw 2024-02 for third reading.

That Bylaw 2024-02, being a borrowing bylaw to establish a line of credit with Alberta Treasury Branch (ATB) for the purpose of paying operating expenses, be given third reading.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

The *Municipal Government Act, Section 256 (2)* The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

The *Municipal Government Act, Section 256 (3)* A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

BACKGROUND

ATB asks that we update our borrowing bylaw annually. The line of credit is \$500,000 and is there to provide a safety net that can be used if any unforeseen/unexpected or emergent situations should arise, and the Town needs some additional bridge financing. To date the line of credit has never been used. This bylaw would rescind borrowing bylaw 2023-17

FINANCIAL CONSIDERATIONS ☒ Operating ☐ Capital ☐ Not Applicable

Details: If the line of credit is used any bank fees associated would come from the operating budget.

KEY MESSAGES - N/A

ATTACHMENTS

1. Borrowing Bylaw 2024-02 Line of Credit

CAO Review: Brent Williams	Date: 1 January 2024
----------------------------	----------------------

TOWN OF OLDS BYLAW 2024-02

THIS BYLAW AUTHORIZES THE COUNCIL OF THE MUNICIPALITY TO ESTABLISH AN OPERATING LINE OF CREDIT FOR THE PURPOSE OF FINANCING OPERATING EXPENDITURES.

WHEREAS, the Council of the Town of Olds (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose financing operating expenditures;

NOW THEREFORE, pursuant to the provisions of Section 256 of the Municipal Government Act, the Council of the Town of Olds, in the Province of Alberta, enacts as follows:

1. This Bylaw may be cited as the "Line of Credit Borrowing Bylaw".
2. The Corporation borrow from Alberta Treasury Branches ("ATB") up to the principal sum of \$500,000 repayable upon demand at a rate of interest per annum from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - (a) To apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms, and conditions of the loan and security or securities to be given to ATB;
 - (b) As security for any money borrowed from ATB
 - (i) To execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debt;
 - (ii) To give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - (iii) To execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or furnish to ATB the security or securities required by it.
4. The source or sources of money to be used to repay the principle and interest owing under the borrowing from ATB are taxes, reserves and grants.
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extensions of the term of the loan and in the event that the Council of the Town of Olds decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note,

or other obligation executed by the officers designated in Paragraph 2 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation and ATB will not be bound to enquire into the authority of such officers to execute and deliver any such renewal, extension document or security.

7. Bylaw 2023-17 is hereby repealed.

Read a first time this ____ day of January, 2024

Read a second time this ____ day of January, 2024

Unanimous consent given to present for third reading this ____ day of January, 2024

Read a third and final time this ____ day of January, 2024

Judy Dahl
Mayor

Brent Williams
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of January, 2024.



Request for Decision

Borrowing Bylaw 2024-03 Purchasing Cards

January 8, 2024

RECOMMENDATION

That Bylaw 2024-03, being a borrowing bylaw to establish the total combined amount of credit of \$200,000 that can be used for the Town of Olds purchasing cards, be introduced and given first reading.

That Bylaw 2024-03, being a borrowing bylaw to establish the total combined amount of credit of \$200,000 that can be used for the Town of Olds purchasing cards, be given second reading.

That unanimous consent be given to present Borrowing Bylaw 2024-03 for third reading.

That Bylaw 2024-03, being a borrowing bylaw to establish the total combined amount of credit of \$200,000 that can be used for the Town of Olds purchasing cards, be given third reading.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

The *Municipal Government Act*, (S.256) provides that a municipality may borrow for the purpose of financing operating expenditures.

BACKGROUND

The Town currently has purchasing cards through the AMSC purchasing program. Purchasing cards have the added benefits of spending visibility, card controls, in-depth reporting, on-line account reconciliation and protection against fraud and mis-use. There are no service fees for this program.

The bylaw being presented today is to increase the total borrowing of the purchasing cards from 100,000 to 200,000. Our purchasing card system is fully electronic. As a result, the proposed increased purchasing power will enhance efficiency by streamlining processes and minimizing the necessity for manual entry and payment of physical invoices for small amounts.

Section 256(3) states that a borrowing bylaw does not have to be advertised if the term of the borrowing does not exceed 3 years. Since this applies to all credit card purchases made by the Town this bylaw will not be advertised and therefore could receive all three readings if Council deems this to be acceptable and appropriate.

FINANCIAL CONSIDERATIONS ☒ Operating ☐ Capital ☐ Not Applicable

Details: Purchasing cards are paid monthly.

KEY MESSAGES - N/A

ATTACHMENTS

1. Borrowing Bylaw 2024-03 – Purchasing Cards

CAO Review: Brent Williams	Date: 1 January 2024
----------------------------	----------------------

Town of Olds BYLAW NO. 2024-03

A BYLAW TO AUTHORIZE THE COUNCIL OF THE MUNICIPALITY TO ESTABLISH PURCHASING CARDS FOR THE PURPOSE OF FINANCING OPERATING EXPENDITURES.

WHEREAS, the Council of the Town of Olds (hereinafter called the “Corporation”) in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of financing operating expenditures;

NOW THEREFORE, pursuant to the provisions of Section 256 of the Municipal Government Act, the Council of the Town of Olds, in the Province of Alberta, enacts as follows:

1. This Bylaw may be cited as the “Purchasing Card Borrowing Bylaw”.
2. The Corporation borrow from Bank of Montreal (BMO) up to the principal sum of \$200,000 repayable upon demand at a rate of interest per annum from time to time established by BMO, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - (a) To apply to BMO for the aforesaid loan to the Corporation and to arrange with BMO the amount, terms, and conditions of the loan and security or securities to be given to BMO;
 - (b) As security for any money borrowed from BMO
 - (i) To execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debt;
 - (ii) To give or furnish to BMO all such securities and promises as BMO may require to secure repayment of such loans and interest thereon; and
 - (iii) To execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments, and transfers to and in favour of BMO of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or furnish to BMO the security or securities required by it.
4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from BMO are taxes, reserves, and grants.
5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.

6. In the event that the Municipal Government Act permits extensions of the term of the loan and in the event that the Council of the Town of Olds decides to extend the loan and BMO is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in Paragraph 2 hereof and delivered to BMO will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation and BMO will not be bound to enquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. This bylaw comes into force on the final passing thereof.
8. Bylaw 2022-22 is hereby repealed.

Read a first time this _____ day of January 2024

Read a second time this _____ day of January 2024

Unanimous consent given to present for third reading this _____ day of January 2024

Read a third and final time this _____ day of January 2024

Judy Dahl
Mayor

Brent Williamson
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this _____ day of January, 2024.



Request for Decision

Olds & District Kiwanis Music Festival

January 8, 2024

RECOMMENDATION

That a donation of \$1,200.00 to the Olds & District Kiwanis Music Festival Society for the 2024 Festival of Performing Arts, be approved.

STRATEGIC ALIGNMENT

The Town of Olds will ensure a responsible fiscal balance between community expectations and available revenues.

LEGISLATIVE AUTHORITY

Administration reviewed the request to ensure it meets basic criteria and required information as per policy 803C Requests for Donations, Sponsorships and Promotional Items.

BACKGROUND

The Town of Olds received a letter request from Olds & District Kiwanis Music Festival Society requesting a donation towards their Festival of the Performing Arts held March 20 – 28, 2024. This year will be the festival's 41st year and requires approximately 30-40 volunteers to successfully run smoothly. They received entries from 13 towns and cities including Bowden, Calgary, Carstairs, Cochrane, Cremona, Crossfield, Didsbury, Olds, Sundre and Water Valley. In 2023, this event had 301 entries and had approximately 1,290 performers.

The Province of Alberta's Report, "The Impacts of Community Events and Festivals on Rural Places" indicates:

- Event and Festival Tourism is one of the fastest growing forms of tourism.
- Music festivals are a means to revitalize local economies, encourage destination development, contribute to image of community, and act as catalysts for other development.
- Direct impacts include skill development, artistic and cultural sharing and preservation, volunteering, social cohesion, visitor attraction, awareness of local infrastructure.
- Events that have high local leadership have a greater economic benefit to the location.
- Music festivals contribute to the quality of life by strengthening community, provision of unique activities, building awareness of culture and identity, and act as a source of community pride.

FINANCIAL CONSIDERATIONS ☒ Operating ☐ Capital ☐ Not Applicable

Details:

Source of funding will be from general sponsorships in the annual operating budget.

KEY MESSAGES

The Town of Olds is proud to donate \$1,200.00 towards the next Festival of Performing Arts scheduled for March 20 – 24, 2024. Supporting live music and culture in Olds makes our community a more attractive and vibrant place to live and visit.

ATTACHMENTS

1. Letter from Olds & District Kiwanis Music Festival Society

Approved By: Lorraine O'Brien	Date: January 2, 2024
CAO Review: Brent Williams	Date: 3 January 2024



Request for Decision

Council Annual Standing Items Schedule

January 8, 2024

RECOMMENDATION

That Council accepted the Council Annual Standing Items Schedule 2024, 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

Municipal Government Act

BACKGROUND

The *Council Annual Standing Items Schedule* is like having a roadmap for the year. It brings stability, consistency, and a sense of order to our routine. A few reasons why it's a good idea; consistency and predictability, efficient planning, reducing stress, resource optimization, improve communication, prevents overlooking important tasks, facilitates, long-term planning, and enhances accountability by encouraging a proactive approach and may help cultivate a sense of order. A standing item schedule adds a layer of orderliness to the work environment. It helps in creating a culture of organization. Flexibility is key. While a standing item schedule provides structure, it's also important to be adaptable to change and unexpected events. It's a tool to enhance efficiency.

FINANCIAL CONSIDERATIONS ☒ Operating ☐ Capital ☐ Not Applicable

Details:

ATTACHMENTS

- 1. Council Annual Standing Items Schedule 2024

CAO Review:	Brent Williams	Date: 1 January 2024
-------------	----------------	----------------------

Council Annual Standing Items Schedule 2024

*as of January 1, 2024

Departmental Reports Schedule

The following reports will come forward at council meetings as noted below:

- **Community Services:**
Quarterly Report (April/July/September/December)
Includes: Community Connection Centre, Cemetery, Sunshine Bus
- **Financial Services:**
Quarterly Report (May/August/November)
- **Office of the Chief Administrative Officer**
Quarterly Report (February/May/August/November)
Includes: Economic Development, Policy Review, Organizational Review
- **Operational Services:**
Quarterly Report (February/May/September/December)
Includes: Public Works and Utilities
- **Protective Services:**
Quarterly Report (April/July/November)
Includes: Olds Fire Department & Olds Municipal Enforcement
- **RCMP:**
Quarterly Report (February/May/September/November)

Council Organization

Semi-Annual

- Strategic Plan (*January and July*)

Annual

- MLA Visit (letter January 1)
- MP Visit (letter January 1)
- CAO Review
- Economic Development Action Committee
(*Annual report*)
- Emergency Management Agency & Emergency
Advisory Committee
- Organizational Meeting
- Rate Review
- Citizen Budget Survey Report
- Budget Presentation
- Olds Housing Needs Assessment
- Council Annual Standing Items Schedule
- Olds Library Board Annual Financial Report (*to
be submitted to Council*)

- Mountain View Power Committee Grant
Approvals (*Spring and Fall Intake submissions
and recommendations*)

Council Partnerships

- Olds College
- Olds Regional Exhibition
- Olds & District Chamber of Commerce
- Uptowne Olds

Council Annual Joint Meetings

- Municipal Area Partnership (M.A.P.)
All-Council Joint Dinner
- Intermunicipal Cooperation Committee (I.C.C.) *All-
Council Joint Meeting*
- Olds Fibre Ltd. Annual General Meeting

Year Three of Four Year Electoral Term

- Remuneration Committee (*appointments no
later than March 1*)

Standing Items	When	Who
Departmental Reports		
Community Services	April/July/September/December	Director of Community Services
Office of the CAO	February/May/August/November	CAO
Operations Services	February/May/September/December	Director of Operations
Protective Services	April/July/November	Director of Protective Services
RCMP	February/May/September/November	NCO i/c Olds Detachment
Financial Report	May/August/November	Director of Finance
Semi-Annual		
Strategic Plan	January and July	CAO/Executive Support
Annual		
MLA Visit	Letter January 1	Mayor/Exec. Support
MP Visit	Letter January 1	Mayor/Exec. Support
CAO Review	Within 3 months of anniversary date	Mayor
Economic Development Action Committee (EDAC)	TBD	Economic Development Officer
Emergency Management Agency & Emergency Advisory Committee	To be determined	DEM
Rate Review	October	Director of Finance
Citizen Budget Survey Report	October	Director of Finance
Mountain View Power Committee Grant Intake Recommendations	(Spring & Fall)	CAO ?? Director of Finance? Comm Services?
Organizational Meeting	October	CAO/Legislative Clerk
Olds Library Board Annual Financial Report (submission of)	TBD	Director of Community Services
Budget Presentation	December	Director of Finance
Olds Housing Needs Assessment	??	CAO
Council Annual Standing Items Schedule	November	CAO/Legislative Clerk
Council Partnerships		
Olds College	June	Mayor/Executive Support
Olds Regional Exhibition	September	Mayor/Executive Support
Olds & District Chamber of Commerce	September	Appointed EO/Exec. Support
Uptowne Olds	??	Mayor/CAO
Council Annual Meetings		
Municipal Area Partnership All-Council Joint Dinner	To be determined	Mayor/ CAO/Legislative Clerk
Olds Fibre Ltd. Annual General Meeting	To be determined	CAO/Legislative Clerk
Intermunicipal Cooperation Committee All-Council Joint Meeting	To be determined	CAO/Legislative Clerk
In Year Three of the Four Year Term		
Remuneration Committee	Public Members appointed by Mar 1	HR Manager/Mayor



Request for Decision

Olds College Men's Volleyball Championship

January 8, 2024

RECOMMENDATION

That a sponsorship of \$5,000.00 for the 2024 Alberta Colleges Athletic Conference Men's Volleyball Championship held at Olds College on February 21 – 24, 2024, be approved.

STRATEGIC ALIGNMENT

The Town of Olds will ensure responsible fiscal balance between community and expectations and available revenues.

LEGISLATIVE AUTHORITY

Administration reviewed the request to ensure it meets basic criteria and required information as per policy 803C Requests for Donations, Sponsorships and Promotional Items.

BACKGROUND

In early 2023 the Town received a request from Olds College requesting a sponsorship letter for a donation towards the 2024 Alberta Colleges Athletic Conference Men's Volleyball Championships that will be held over 4 days from February 21-24, 2024, at Olds College. The sponsorship will be marked as Gold Level Volunteer Sponsorship and will be used to order volunteer apparel and create promotional material.

The Alberta Colleges Athletic Conference (ACAC) will be celebrating 60 years in 2024 with a projected total attendance of approximately 1,700 people at this event. The total number of teams projected to attend this tournament is 8. Hosting sporting events in the Town of Olds affects economic performance, health, skills development, and social cohesion for our community.

The Conference Board of Canada, "Strengthening Canada" reports on the impacts of sport participation for individuals and communities and for the economy and society. There is a strong correlation associated with participation in sport and other municipal public policy priorities:

- Participation in sports, whether it be as an athlete, coach, parent, volunteer, official or spectator, affects individuals' health & wellbeing, social networks, and sense of social connection to others.
- It also affects communities-including the real/perceived social capital of communities and the social cohesion within a community.
- Economically-hosting sporting events creates jobs and may provide a positive benefit to local retail, restaurants, hotels.
- It adds in shaping local, national, and cultural identity, localized branding & awareness. and strengthens relationship between sports organizations/institutions and local government.

Olds College ACAC Men's Volleyball Championships can play a significant part in promoting positive values and support for participation in sport. Sport plays an important part in the lives of many Olds residents, visitors, students, and Canadians as a whole. Those who participate in

sport as athletes, coaches, volunteers, spectators report positive rewards from involvement on a personal level. Further, sport has been shown to significantly strengthen Canadian economies and society. Sport-related spending and sport tourism spending can positively affect local economies.

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

Details: Source of funding will be Mountain View Power, where economic generating events, such as non-recurring provincial sport tournaments are an ideal expense for the Sponsorship stream of MVP. This line-item has \$15,000 allocated for 2024.

KEY MESSAGES

The Town of Olds and Mountain View Power is proud to sponsor \$5,000 to the Olds College for the 2024 ACAC Men's Volleyball Championships being held February 21 – 24, 2024. Olds remains a destination for large scale sporting events that benefit our local economy, our college, and the many visitors who experience what Olds has to offer.

ATTACHMENTS – N/A

Approved By: Lorraine O'Brien	Date: January 2, 2024
CAO Review: Brent Williams	Date: 3 January 2024



Request for Decision

Council Remuneration Review Committee

January 8, 2024

RECOMMENDATION

That Council accepts the administrative update on the council remuneration review committee, 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

Municipal Government Act

BACKGROUND

Starting in January 2024 advertising will start for those interested in participating in the Ad Hoc Citizens Committee on Council Compensation. Advertising will be placed in the local print media, on the Town's website at: www.Olds.ca, the Town of Olds Facebook page and on Twitter for the purpose of recruiting citizens to form the required Ad Hoc Committee.

Administration will vet all public applications and bring forward names for appointments by Council.

Upon the committee being finalized, members shall be orientated on committee expectations, as per Council Policy 106C. Administration will support the committee's work, primarily through data collection. As per previous Council discussions, this remuneration review committee shall also be asked to provide input on the move to a 'straight salary' system for elected official compensation.

Excerpt from Council Policy 106C Remuneration and Benefits: **REMUNERATION REVIEW**

1. *No later than March 1st of the prior year (year three (3) of the term) of the general municipal election, Council shall appoint an Ad Hoc Citizens Committee on Council Compensation consisting solely of public at large members.*
2. *Council may be required to attend interviews with the Citizens' Ad Hoc Committee for the review of the Town of Olds Council Remuneration and Benefits Policy 106C.*
3. *Council shall charge the Ad Hoc Citizens Committee on Council Compensation to report within 90 days with recommendations on the policy on Honorariums and benefits to be established for members of Council effective once the new Council is elected.*
4. *Within 30 days of Council receiving the recommendations of the Ad Hoc Citizens Committee on Council compensation report and shall place the report on the Council agenda a motion to accept, reject or modify the recommendations.*

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

Details:

ATTACHMENTS

- 1. Council Policy 106C Remuneration and Benefits
- 2. Council Remuneration Review Process
- 3. DRAFT Bylaw 2024-06 Council Renumeration Review Committee

CAO Review:	Brent Williams	Date: Jan 2, 2024
-------------	----------------	-------------------



Town of Olds

106C Remuneration and Benefits

Prepared By: Office of the CAO

Council Approval Date: January 25, 2021

Effective Date: Immediately

Council Resolution No.: 21-40

References: Election Finances and Contributions Disclosure Act
Policy 107C Council Member Appointment
Policy 126C Council Professional Development
2017 Citizens Committee on Council Remuneration Report

POLICY STATEMENT

The Municipal Government Act allows for compensation to be made to Elected Officials for duties performed. The Town of Olds will provide Remuneration and benefits to the Mayor and Councillors that reflects the demands of Council and Council's value to the community.

PURPOSE

The purpose of this policy is to outline the type and frequency of Remuneration for the Town of Olds elected officials.

DEFINITIONS

"Council" means elected officials of the Town of Olds, including Mayor and Councillors.

"Expenses" means reimbursement made to elected officials for approved Expenses paid out-of-pocket, based on actual submitted receipts, not subject to applicable source deductions.

"Honorarium/Honoraria" means a flat monthly amount paid to elected officials as Remuneration for Council Meetings as outlined in Section 1, subject to applicable source deductions.

"Honorarium Meeting(s)" are identified as outlined in Section 1.2.

"Per Diem Meeting(s)" are identified as outlined in Section 2.2.

"Official Function" means an event, such as a convention, that has an official purpose for one's employment, vocation or profession-whether run by a person, institution or governmental agency-or an official duty.

"Per Diem" means an hourly, daily or flat amount paid to elected officials for attendance at approved meetings or events as outlined in Section 2, subject to applicable source deductions.

"Professional Development Plan" includes identified training needs to become more adept in the performance of professional duties.

"Remuneration" includes Per Diem, Expenses and Honoraria.

"Special 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.

SCOPE

This policy applies to all members of Town of Olds Council. Council Policy 106C supersedes Council Policy 126C Council Professional Development.

REMUNERATION**1. Honoraria**

- 1.1. Council shall be compensated with a monthly Honorarium. Additional fees for individual meetings that are paid on a per meeting or per hour basis shall be expensed as identified in this document.

As of January 1, 2020, monthly Honorarium for members of Council are:

Mayor	\$3279.80
Councillor	\$1795.13

- 1.2 The following constitutes an Honorarium:

- Regular Organizational Meeting
- Regular Council Meetings
- Public Hearings that are part of Regular or Special Council Meetings
- Preparation time for meetings
- Meetings with residents
- Correspondence related to Council business
- Public Events including the following and is not limited to:
 - Canada Day
 - Remembrance Day
 - Summer Oldstice
 - Olds Fashioned Christmas
 - Volunteer Appreciation
 - Grand Openings and Ribbon Cuttings
 - Anniversaries/Birthdays/Graduations
 - National Indigenous Peoples Day
 - Any staff functions

- 1.3 In the Mayor's absence, the Deputy Mayor or Councillor representing the Mayor will receive the equivalent of a Per Diem when attending public events listed under 2.2.

- 1.4 The Mayor and Council Honoraria is tied to increases in the Alberta Consumer Price Index, shall be reviewed on a yearly basis, and shall not be greater than the Cost of Living Allowance awarded to staff.

In an election year, for election month, Honorarium will be prorated as to the days not serving in public office and will have sixty (60) days to settle up all expense claims.

- 1.5 Additional Honorarium or fees may be accepted from other organizations by a member of Council where they are received due to the member of Council:

- serving on a regional body, such as a regional Commission, where all members receive an Honorarium or fee, or
- attending a meeting, Official Function, course, conference or seminar, where the attendance has been approved by Council, or
- if the number of meetings changes significantly (e.g. 3 meetings per month), the Honorarium will be reviewed at the time of the increase in meetings.

2. Per Diem

- 2.1. A Per Diem may be claimed from the Town of Olds by a member of Council for items listed below, provided that no other Honorarium or fee has been accepted for that item.

The following Per Diem rates are effective January 1, 2020:

- < 30 minutes \$ 50.00
- 30 minutes to 2 hours \$100.00
- 2 to 4 hours \$150.00
- 4 to 8 hours \$250.00
- 8 plus hours \$325.00 (Covers an actual full day of 10-14 hour days (including travel time). The Per Diem would compensate for the actual time away from home, business or other activities.)
- Special Events \$100.00

- 2.2 Claimable Per Diems includes the following:

- Policies and Priorities Committee Meetings
- Ad Hoc Committee Meetings
- Special Council Meetings
- Travel time
- Public Hearings outside of a Regular Council Meeting
- Meetings outside of a Regular Council Meeting such as meetings with community partners and ministries
- Meetings of Authorities, Boards, Commissions, Committees that the member, or alternate has been appointed to that do not Remunerate
- Conferences, Conventions, Education Sessions, Seminars and Workshops
- Elected Official Orientation and Training
- Special Events such as golf tournaments, facility tours and galas

- 2.3 Councillors who attend an event or meeting of an Authority, Board, Commission or Committee to which they are not the designated Council representative, or the alternate, will not receive a Per Diem.

- 2.4 Any claim for per diem amounts in excess of individual Council Members Professional Development Plan be approved/denied in an open regular council meeting.

3. Expenses

Expenses paid by an elected official out of pocket may be submitted to Finance for reimbursement. Receipts must accompany the claim.

Meals

- 3.1 The Town will provide a light meal for Council meetings as required.

- 3.2 While traveling on Town business, meals may be claimed at the amount shown on receipts submitted. Where no receipt is submitted, a maximum amount for meals may be claimed at the rate approved by the Provincial Government. Gratuities on meals may be claimed to a maximum of fifteen (15) percent of the bill.

- 3.3 Meals that are previously paid for by the Town in the registration fees for meetings and conferences or included as part of the venue, are not an allowable expense that can be claimed except in special circumstances such as the meal time conflicting with travel schedules, dietary considerations or the attendee has another meeting at the same time as the conference meal.

Miscellaneous

- 3.4 Miscellaneous charges such as parking, secretarial services, photocopying, internet etc. may be claimed.
- 3.5 Lodging may be claimed.
- 3.6 Registration fees may be claimed.
- 3.7 Liquor is not an allowable expense that can be claimed, except where protocol dictates.
- 3.8 Conference partner programs and accommodation are the only allowable spousal expenses.
- 3.9 Costs will not be reimbursed when attending a political party function of any type.

Travel

- 3.10 Travel is authorized for members of Council for a meeting or Official Function related to the appointment of that member of Council to a committee or regional body.
- 3.11 Travel is authorized for members of Council approved by policy or by resolution to attend a course, conference or seminar on behalf of the Town of Olds.
- 3.12 Other travel for members of Council shall be approved by resolution of Council.
- 3.13 Council members will strive for fiscal responsibility when booking accommodations and travelling. This means standard accommodations and the use of the town vehicle or carpool whenever possible. Elected Officials shall not claim personal vehicle mileage inside the community. Travel by commercial carrier such as airlines, rail, taxi or bus may be claimed at the most economical costs of travel where possible. Most economical does not always mean lowest base fare as luggage fees, seat selection fees and air and airport time are also factors.
- 3.14 Travel by personal vehicle may be claimed at the current rate per kilometre as approved by the Provincial Government from time to time while travelling on Town business.

EXPENSE SUBMISSION AND REIMBURSEMENT

- 1. Council members will be responsible for reimbursing the Town the registration fee(s) for non-attendance unless due to extenuating circumstances as approved by the Mayor.
- 2. Procedures and forms for the submission and processing of claims shall be provided by the Chief Administrative Officer.
- 3. Claims submitted by Councillors shall be approved by the Mayor.
- 4. Claims submitted by the Mayor shall be approved by the Deputy Mayor or an alternate member of Council in the absence of an assigned Deputy Mayor.
- 5. Completed Remuneration forms must be received by the deadlines set by Payroll. All claims shall be reviewed for compliance with this policy by the Director of Finance or his/her designate, prior to issuing payment.
- 6. In order that Council may track expenditures, administration shall provide Council with a monthly

statement covering their individual Councillors and/or Mayor's Budget. Councillors shall be accountable to the Mayor for the management of their individual budgets.

7. To provide transparency to the taxpayers, elected officials must be accountable for the Expenses they incur. Quarterly remuneration payment for each member of council shall be separately posted to the Town's website.

DEDUCTIONS AND BENEFITS

Deductions

Remuneration from Honoraria and Per Diem will be subject to applicable source deductions as prescribed by federal and/or provincial law that may include but are not limited to:

- Canada Pension Plan
- Employment Insurance
- Income Tax

Benefits

The following benefits are available to members of Council: Group Life Insurance, Dependent Life, Extended Health, Accidental Death and Dismemberment, and Dental coverage.

Elected Officials are eligible for the following benefits effective November 1st of the year in which they are elected or re-elected. Coverage is available for Single or Family. Health and Dental coverage may be waived, however insurance coverage is mandatory. Details are available from Human Resources.

Premiums payment rate/ratio must match staffs, for:

- Extended Health
- Dental
- Group Life
- Dependent Life
- Accidental Death & Dismemberment

Optional additional insurance. Premiums are paid 100% by the Elected Official:

- Supplemental Life Insurance
- Critical Illness Insurance

Programs funded by the Town of Olds:

- Health Spending Account as per the Town policy
- Healthy Employee Initiative as per the Town policy

Elected officials are not eligible for Workers Compensation coverage.

REMUNERATION REVIEW

1. No later than March 1st of the prior year (year three (3) of the term) of the general municipal election, Council shall appoint an Ad Hoc Citizens Committee on Council Compensation consisting solely of public at large members.
2. Council shall attend interviews with the Citizens' Ad Hoc Committee for the review of the Town of Olds Council Remuneration and Benefits Policy 106C.
3. Council shall charge the Ad Hoc Citizens Committee on Council Compensation to report within 90 days with recommendations on the policy on Honorariums and benefits to be established for members of Council effective once the new Council is elected.

4. Within 30 days of Council receiving the recommendations of the Ad Hoc Citizens Committee on Council compensation report, and shall place the report on the Council agenda a motion to accept, reject or modify the recommendations.

Approved Oct. 24/11 Motion No 11-330

Amended May 27/13 Motion No 13-157, 13-158, & 13-159

Amended June 26, 2017 Motion No 17-267 & 17-363

Amended October 9, 2018 Motion No 18-388

Amended November 9, 2020 Motion No 20-467

Amended January 13, 2021 Motion No 21-09

Council Remuneration Review Process

Thank you for your commitment to serving on the ad hoc committee for the council remuneration review your efforts are integral to ensuring fair and equitable policies for municipality.

Objective:

The primary goal of the ad hoc committee is to thoroughly review council remuneration policies and practices in other municipalities with similarities in population demographics and other relevant factors this will enable us to make informed recommendations to council.

Scope:

Please focus on municipalities that share similarities with ours such as population size economic landscaping community characteristics. The committee is empowered to conduct any necessary research to fulfill its objective this may include but is not limited to:

- *reviewing existing remuneration policies*
- *conducting interviews with relevant stakeholders*
- *analyzing financial reports of comparable municipalities*

In addition to the overarching objectives outlined in the above communication the committee will specifically address the following aspects in its recommendations to council:

Full-Time Status for Councillors

- Assess whether counselor should be considered full time, considering the demand of their responsibilities.
- If the recommendation is in favor of full-time status outline the anticipated impact or compensation and justify the proposed adjustments

Salary for Mayor and Councillors

- Define a methodology for determining the salary for the mayor and councillors emphasizing transparency and fairness.
- Identify comparators other municipalities for benchmarking purposes explain the rationale behind the selection of these comparators.
- Determine the frequency of salary reviews and adjustments considering economic factor and the need for regular assessments.

Per Diems

- Specify the recommended amount for per diems and provide clear guidelines for their applications.
- Justify the proposed per diem amount in relation to the responsibilities and obligations of council members.

Benefits

- Examine the recommended and comprehensive benefits package for council members.
- Consider industry standards and practices in formulating benefit recommendations.

Parental Leave

- Investigating propose a parental leave policy for council members recognizing the need for work life balance.
- Provide comparisons with similar policies in other municipalities.

Other Matters Affecting Remuneration

- Encourage the committee to remain open to exploring and addressing any other relevant matters that may impact for enumeration.
- If any unforeseen issues arise during the review prioritize their examination and inclusion in the final recommendations.

Documentation:

Maintain clear and comprehensive records of your findings Including sources methodology and any noteworthy insights.

Process:

Initial research: Begin by identifying potential municipalities for comparison consider factors like population budget and governance structure.

Information gathering: Collect relevant data on council enumeration from selected municipalities pay attention to variations and policies and practices.

Analysis: Evaluate the collected data drawing connections between remuneration structures and the unique characteristics of each municipality. Identify best practices and areas for improvement.

Recommendations based on your analysis formulate clear and well supported recommendations for council remuneration policies provide a rationale for each recommendation.

Timeline:

The committee is expected to complete its review within (**specific time frame**). This includes the submission of a comprehensive report to council outlining findings and recommendations.

Communication:

Regular updates on your progress are encouraged if you encounter challenges or require additional resources please communicate promptly.

Remember a thorough and thoughtful examination of these specific areas is crucial to formulating well-rounded and practical recommendations to council your diligence in this process is highly valued and we trust that your expertise will contribute to the betterment of our municipality.

The success of this committee lies in your dedication and collaboration efforts we appreciate your commitment to this important task and look forward to the insights you will provide.

Thank you for your dedication to this important task.

Best regards,

Brent, Shaun, and Marcie

DRAFT

TOWN OF OLDS BYLAW NO. 2024-06

A Bylaw to establish and define the functions of the Council Remuneration Review Committee

WHEREAS Section 145 of the Municipal Government Act R.S.A. 2000, c. M-26, provides that Council may pass bylaws to establish council committees and define their functions.

AND WHEREAS Council wishes to establish a council committee to review and make recommendations on the remuneration, including benefits, to be paid to members of Council, and on other matters that may affect remuneration.

NOW THEREFORE the Council of the City of St. Albert, duly assembled, ENACTS AS FOLLOWS:

Title

1. This Bylaw may be referred to as the “**Council Remuneration Review Committee Bylaw**”.

Definitions

2. In this Bylaw:
 - a) “Chief Administrative Officer” or “CAO” means the person appointed to the position of chief administrative officer of the Town of Olds, pursuant to section 205 of the *Municipal Government Act*;
 - b) “Committee” means the Council Remuneration Review Committee established by this Bylaw;
 - c) “Council” means the municipal council of the Town of Olds; and
 - d) “Employment Benefits” means the package of benefits provided to members of Council in addition to their monetary remuneration, which may include without necessarily being limited to: dental care, extended health care, vision care, life insurance and Workers’ Compensation coverage.
 - e) “Town of Olds elector” means a person eligible to vote in a municipal election in the Town of Olds, pursuant to the provisions of the Local Authorities Election Act.

Establishment

3. A council committee is hereby established, to be called the Council Remuneration Review Committee.

Membership

4. The Committee shall consist of three to five members, none of whom shall be Council members and all of whom must be Town of Olds electors.
5. A person appointed to the Committee who ceases to be a Town of Olds elector shall be replaced on the Committee in the same manner as new Committee members are appointed under Town of Olds public at large policy.
6. The Citizens Committee on Council remuneration is an Ad Hoc Committee defined as a committee with a specific task or objective and dissolved after the completion of the task or achievement of the objective.
7. Committee members will receive no salary or honorarium for their service on the Committee.

Quorum, Meetings and Rules of Procedure

8. A quorum at any Committee meeting shall any be three members.
9. At their first meeting after being appointed, the members of the Committee shall designate one member as Chair and another as Vice Chair. If both the Chair and Vice-Chair are absent, the remaining committee members shall appoint an acting Chair.
10. The Committee shall establish its own rules of procedure.
11. The Committee shall meet at the call of the Chair.
12. Public notice of the time and place of a meeting of the Committee shall be posted on the Town's public website by Administration as far as practicable in advance of a Committee meeting and in any event not less than 24 hours in advance.
13. The Committee may conduct whatever research it deems necessary to enable it to make recommendations to Council. As part of its research the Committee will review Council remuneration policies and practices in other municipalities including but not limited to comparably sized municipalities.
14. As part of its review, the Committee shall seek input from current members of Council.
15. The Committee may hold its meetings and conduct or discuss its research *in-camera* where permitted by the provisions of the *Municipal Government Act* and the *Freedom of Information and Protection of Privacy Act*.

Committee Roles and Responsibilities

16. The Committee shall review and recommend to Council:

- (a) base remuneration for the Mayor and Councillors;
- (b) Consideration of the per diem pay structure versus a salary pay structure.
- (c) methodology to be used to establish future adjustments to remuneration, including comparators and frequency;
- (d) what Employment Benefits should apply to which positions listed in clause 15(a) and at what level;
- (e) appropriate *per diem* levels (amounts and purpose) and when a Councillor should be eligible for a *per diem*;

17. The Committee's report and recommendations in respect of the matters set out in Section 16 of this Bylaw will be presented to Council in public within the timeframe determined by Council.

18. Once Council accepts the Committee's report as information, the work of the Committee concludes.

19. This Bylaw shall expire on October 1st, 2025.

Committee Support

20. The Committee shall be provided with resources through the CAO.

EFFECTIVE DATE

21. This Bylaw comes into effect when it is passed.

READ the First time this ____ day of ____ 2024.
READ a Second time this ____ day of ____ 2024.
READ a Third time this ____ day of ____ 2024.

SIGNATURE LINE

Judy Dahl,
Mayor

Brent Williams
Chief Administrative Officer

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



Request for Decision

DP23-180 22 Vermont Close

Council Meeting Date: January 8, 2024

RECOMMENDATION

That Council approve Development Permit application 23-180 as presented, subject to the conditions listed in the attached draft Development Permit.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

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

BACKGROUND

The Town of Olds Land Use Bylaw 01-23 designated 22 Vermont Close as Low Density Residential (R1) which is a land use district to provide an area for low density residential development in the form of detached dwellings and compatible uses.

The applicant is requesting that the shed be approved at its current location, and a variance be granted to relax the side yard setback from the required 1.0m to 0.28m. The shed encroaches 0.78m into the side yard setback. An accessory building (shed) is a permitted use in this District at 22 Vermont Close and variances over 15% require the approval of Council. The variance requested for the shed is a 72% variance.

The applicant has spoken with the adjacent owner at 20 Vermont Close, who owns the property where the shed encroaches into the side yard and they have provided a letter stating they approve of the location of the existing shed.

Notifications have been sent out to the adjacent property owners and no concerns were brought forward.

FINANCIAL CONSIDERATIONS ☐ Operating ☐ Capital ☐ Not Applicable

N/A

KEY MESSAGES

N/A

ATTACHMENTS

1. Site Context/Aerial Imagery
2. Low Density Residential (R1) Excerpt from Land Use Bylaw
3. Notification Map
4. Draft Conditions - Development Permit 23-180

Approved By: James Crozier	Date: January 4, 2024
CAO Review:	Date:

SCHEDULE C: LAND USE DISTRICT REGULATIONS**LOW DENSITY RESIDENTIAL DISTRICT (R1)**

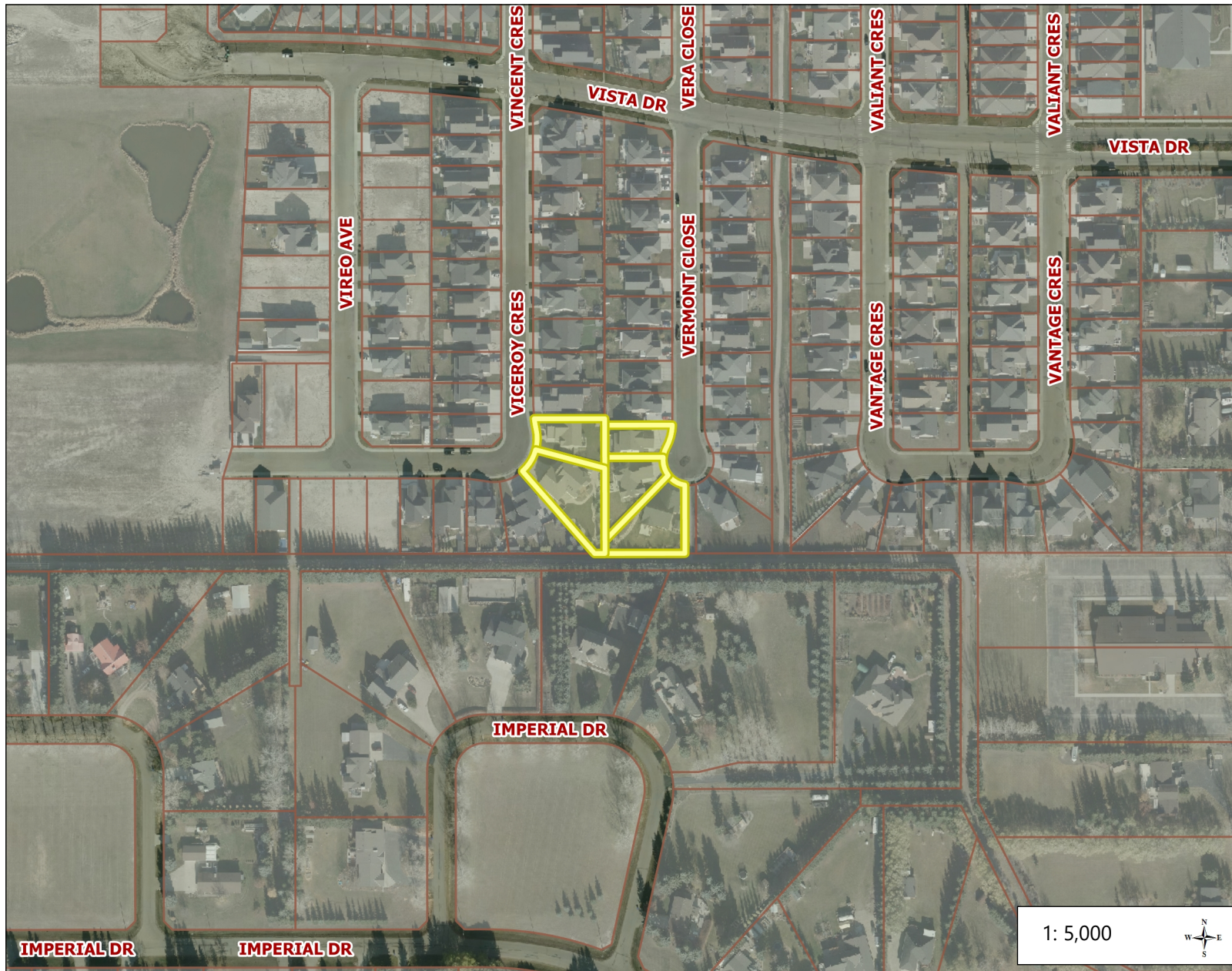
General Purpose:	To provide an area for low density residential development in the form of detached dwellings and compatible uses, herein listed, which are connected to the municipal sewer and water systems.	
Permitted Uses:	Accessory residential buildings	
	Day home facility – limited	[2008-07]
	Detached dwellings	
	Home occupations – Class 1	[2008-07]
Discretionary Uses:	Accessory uses	
	Assisted living facility	[2013-12]
	Day care facility – neighbourhood	[2009-06]
	Duplexes existing at the date of passage of this Land Use Bylaw	
	Emergency shelter	[2013-12]
	Home occupations – Class 2	[2008-07]
	Manufactured homes	
	Mechanized excavation, stripping and grading	
	Parking facilities for uses in this District	
	Parks and playgrounds	
	Public and quasi-public uses	
	Public utility buildings	
	Residential care	[2013-12]
	Secondary Suites	[2009-06]
	Signs	
	Temporary shelter	[2013-12]
	Any use that is similar, in the opinion of the development authority, to the permitted or discretionary uses described above.	

The following regulations apply to detached dwellings and manufactured homes

Minimum Parcel Area:	Interior Parcels 445 m ² (4,844 ft ²) Corner Parcels 500 m ² (5,382 ft ²)	
Minimum Front Yard:	6 m (20 ft)	
Minimum Side Yard:	1.5 m (5 ft) except where it abuts a road – 3 m (10 ft), or as required in the Alberta Building Code, whichever is greater	
Minimum Rear Yard:	6 m (20 ft)	
Maximum Parcel Coverage:	55%	
Minimum Parcel Frontage:	Interior parcels: 15 m (49 ft.) Corner parcels: 18 m (59 ft.)	
	The minimum parcel frontage requirement shall only apply in situations of re-subdivision where a new lot is to be created from a portion of an existing lot with an area of less than 0.4 hectares.	
	[2007-13]	

Minimum parcel depth:	30 m (98 ft.)
	The minimum parcel depth requirement shall only apply in situations of re-subdivision where a new parcel is being created from a portion of an existing lot with an area of less than 0.4 hectares. [2007-13]
Minimum Floor Area:	85 m ² (915 sq. ft.)
Landscaped Area:	The minimum amount of site area to be landscaped shall be the front yard, excluding the front driveway (if applicable). Properties with a side yard abutting a street/boulevard shall also be landscaped. [2016-02]
Maximum Building Height:	8.5 m (28 ft.)
Utilities:	All utility services and all utility wires and conduits shall be installed underground.
Manufactured Home Design:	<p>The external appearance of manufactured homes must be acceptable to the development authority having regard to compatibility with other buildings in the vicinity and must have:</p> <ol style="list-style-type: none"> 1. A minimum roof pitch of 4:12 2. A roof surface of wood or asphalt shingles, clay or concrete tiles, slates or wood shakes 3. A minimum roof overhang or eaves of 0.45 m (1.48 ft) from each external wall 4. A maximum length to width ratio of 3:1 5. A minimum width of 6.7 m (22 ft) 6. A permanent foundation.
Supplementary Regulations:	All uses must comply with the regulations in Schedule B and Schedule D. [2011-01]
	<p>Residential Care:</p> <p>In this district 'residential care' developments are limited to a maximum of 9 residents excluding caregivers or such lower number of residents as stated in a development permit. [2013-12]</p> <p>The regulations for all other uses shall be as established in Schedule B.</p>

22 Vermont Close Mail Out



Legend

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

1: 5,000



0.3 0 0.13 0.3 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere
© OpenStreetMap contributors

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

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

© Town of Olds

DEVELOPMENT PERMIT DP23-180

Proposal: Accessory Building – Shed (3.74m x 3.12m)

Deemed Use: Permitted Use – Residential Accessory Building - Variance to side yard setback

Land Use Bylaw Designation: (R1) Low Density Residential District

Civic Address: 22 Vermont Close, Olds AB.

Legal Description: Lot 44, Block 1, Plan 081 4349

Applicant / Owner: Morley & Louan Statchuk

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

1. The development must be constructed in accordance with the approved plans and conditions. Any revisions to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority. The approved site plan is attached.
2. Surface water runoff must be managed by means of eave troughs and downspouts so that it does not adversely affect adjoining properties.
3. The building height shall not be more than 4.5 metres (14.76 ft) in height and shall not exceed the height of the main dwelling.
4. A variance (72%) has been granted to allow the shed to be located 0.28m from the side property line (adjacent to Lot 45).
5. The location of any accessory building that has or will have a permanent foundation in relation to the property lines on the parcel on which the accessory building is to be constructed shall be confirmed in writing by an Alberta Land Surveyor prior to construction commencing. A written confirmation shall be provided to the Town.
6. If the development authorized by a development permit is not commenced within 12 months from the date of issue, nor carried out with reasonable diligence, such permit approval ceases and the permit itself is deemed void, expired, and without effect, unless an extension of this period has been previously granted.
7. The Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw.
8. Use and development of the subject site shall conform to all other applicable requirements of the Town of Olds Land Use Bylaw 01-23 except where a relaxation has been expressly granted.



Shari Edgington CET, Development Officer

Date of Decision: January 10, 2024

Date of Notice in Newspaper: January 10, 2024

Effective Date of Permit: January 31, 2024 (after 3-week appeal period)

NOTES TO THE APPLICANT

1. This is not a Building Permit. Please contact the Town of Olds Development Authority for information regarding a Building Permit and compliance with the Alberta Building Code.
2. It is the developer/applicant's responsibility to comply with the Alberta Building Code and obtain the necessary Electrical, Plumbing and Gas Permits. Any of the following are authorized to issue these permits in the Town:
 - i) Davis Inspection Service (800-639-0912 / 403-275-3338),
 - ii) IJD Inspection Ltd. (877-617-8776 / 403-346-6533),
 - iii) Park Enterprises (800-621-5440 / 403-329-3437), or
 - iv) Superior Safety Codes (888-717-2344).
3. Return of Development Security - Once the Building Inspector has determined that the building is suitable for occupancy the development security will be returned on completion of the following to the satisfaction of the Development Authority:
 - 1) Submission of the Request for Development Security. This form is available from Planning & Development. Please deliver, fax (403-507-4856) or email (planning@olds.ca) the completed form to Planning and Development;
 - 2) Completion of the development as approved, including, but not limited to the completion of landscaping, hard surfacing and addressing; and
 - 3) Proper installation and orientation of eaves troughs and downspouts.



Request for Decision
Chief Administrative Officer Report
January 8, 2024

RECOMMENDATION

That the Chief Administrative Officer Report be accepted as presented.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

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

BACKGROUND

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

FINANCIAL CONSIDERATIONS ☐ Operating ☐ Capital ☒ Not Applicable

Details:

KEY MESSAGES

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

ATTACHMENTS –

- 1. December Report a Problem Summary**
- 2. Action Items**

CAO Review:	Brent Williams	Date: January 5, 2024
-------------	----------------	-----------------------

December 2023 RAP Summary			
Type of Problem	Number Received	Problems Closed	Problems Open
Bylaw: Animals	2	0	2
Bylaw: Other Enforcement	0	0	0
Bylaw: Parking	0	0	0
Bylaw: Unsightly Property	0	0	0
Ops: Road Issues	4	4	0
Ops: Back Alleys	1	1	0
Ops: Sidewalks	2	2	0
Ops: Utilities & Garbage Collection	2	2	0
Ops: Drainage	1	1	0
Other	0	0	0
P&R: Olds Aquatic Centre	0	0	0
P&R: Sportsplex	0	0	0
P&R: Parks & Trails	2	2	0
Town Administration	0	0	0
Traffic: Speed	0	0	0
Total	14	12	2

2023 Year to Date		
Number Received	Problems Closed	Problems Open
11	1	10
28	4	24
5	4	1
4	0	4
179	157	22
52	45	7
54	46	8
64	43	21
61	59	2
38	23	15
10	9	1
10	3	7
81	81	0
8	3	5
2	0	2
607	478	129

Council Action Items				
Number	Item	Date Added	Status	Note
2023-01	Create an RFD for CSB Bylaw Review	6-Jan	Complete	
2023-02	Bring forward further FCSS restructuring information	6-Mar	Complete	
2023-03	Build recurring reporting on Org Review Implementation	6-Mar	Complete	
2023-04	Bring forward community grants policy	3-Apr	Complete	
2023-05	Bring forward LUB amendments regarding setbacks in R4 districts	24-Apr	Complete	
2023-06	Research changes to approvals in Direct Control Districts	8-May	Incomplete	LUB Amendmnt TBD
2023-07	Bring back CSB review plan following consolidation	23-May	Complete	
2023-08	Invite Minister McIver to Olds	26-Jun	Complete	
2023-09	Bring forward speed radar information	5-Jul	Complete	
2023-10	Schedule councillor engagement sessions	5-Jul	Complete	
2023-11	Adjust MVP Committee Bylaw and bring forward	11-Sep	Complete	
2023-12	Report on Community Showcase Attendance	11-Sep	Complete	
2023-13	Provide information on Community Resource Officer Activities	25-Sep	Complete	
2023-14	Organize Fall Session of Coffee with Council	25-Sep	Complete	
2023-15	Advertise Reporting Procedure for Bylaw Complaints	2-Oct	Complete	
2023-16	Compensation and Benefits Review Presentation	2-Oct	Complete	
2023-17	Housing Incentive Policy Update	2-Oct	Complete	
2023-18	Vapour Testing Report	2-Oct	Complete	
2023-20	Onboarding Process: Staff Engagement and Survey	2-Oct	Incomplete	
2023-21	Professional Development Procedure	2-Oct	Incomplete	
2023-22	Residential Incentive Changes	2-Oct	Complete	
2023-23	Advertise ME Complaint process to the public	13-Nov	Complete	
2023-24	Bylaw officer to SLR for discussions	13-Nov	Complete	
2023-25	Off site levy impacts on land costs	13-Nov	Complete	
2023-26	Provide Utility Bill Reduction Options	13-Nov	Complete	
2023-27	Prepare a summary of carbon tax impact on Town finances	22-Nov	Complete	
2023-28	Provide policy options for staff at top of salary grid	22-Nov	Incomplete	
2023-39	Sportsfield Classification System - add to policy/procedure	11-Dec	Incomplete	



Request for Decision

Correspondence and Information

January 8, 2024

RECOMMENDATION

That the Correspondence and Information Report ending January 8, 2024, be received for information.

STRATEGIC ALIGNMENT

*Our residents and town staff actively communicate and engage with us through open dialogue.
Our community is supported and enabled through skillful governance.
Our thriving community is built on strong and collaborative relationships.*

LEGISLATIVE AUTHORITY

Council Communication Response Policy

BACKGROUND

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

LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:

ITEM #	FROM / TO	REGARDING
A	Office of the Minister: Municipal Affairs	Assessment Model Review
B	Mountain View County Councillor	Email Congratulations
C	Letter from Citizen: John Smythe	Traffic Safety Measures
D	Letter from Office of Mayor to John Smythe	Traffic Safety Measures
E	Royal Canadian Mounted Police	Letter announcing Retirement of Commanding Officer
F	Office of the Minister: Environment and Protected Areas	Drought
G	Office of the Minister: Municipal Affairs	LGFF Program Launch Letter
H	Town of Sundre	Letter of Support for Town of Olds ACP Grant
I	Tyler Gandam	Email Regarding Update on RCMP body worn cameras

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. Correspondence and Information packet is attached.

CAO Review:	Brent Williams	Date: January 5, 2024
-------------	----------------	-----------------------



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

Dec 22, 2023

AR113106

Dear Chief Elected Officials:

Since 2022, Municipal Affairs has been working with the Assessment Model Review Stakeholder Steering Committee consisting of industry representatives and municipal partners, such as Alberta Municipalities and Rural Municipalities of Alberta. The committee was tasked with designing an engagement process that will assist in updating the regulated property assessment models in a fair and transparent manner. I am now carefully considering the committee's proposed engagement plan.

As you are aware, in 2020, a number of tax incentives were put in place when Alberta's previous review of regulated property assessment was paused. A three-year property tax holiday on new wells and pipelines was introduced to promote new investment and economic activity in the energy sector. This tax holiday will end, as planned, after the 2024 municipal tax year. The Well Drilling Equipment Tax was also eliminated, and there are no plans to reinstate it.

Two assessment-based measures to support the viability of mature oil and gas assets were also implemented at that time: the continuation of the 35 per cent assessment reduction for shallow gas wells and pipelines (first introduced in 2019), and additional depreciation adjustments for lower-producing wells. These two measures were intended as a bridge to the implementation of new assessment models and will therefore be extended until the Assessment Model Review is completed and the regulated assessment models for wells are updated.

Thank you for continuing to work in partnership with the province. I look forward to sharing more information in early 2024 regarding further engagement on the Assessment Model Review.

Sincerely,

Ric McIver
Minister

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

From: Jennifer Lutz <jlutz@mvcountry.com>
Sent: Tuesday, December 12, 2023 11:17 PM
To: Judy Dahl <jdahl@olds.ca>
Subject: Congratulations

Good evening Mayor Dahl,

I just wanted to congratulate the Town of Olds for being listed as #52 on the Globe and Mail's top 100 list for the 2023 Most Livable Canadian Cities, 8th overall for all of Alberta ❤️

<https://www.theglobeandmail.com/investing/article-most-livable-cities-canada-2023/>

A big thank you to Council and your Administration who serve the community and help make Olds such a wonderful place to live, work and raise a family.

All the best,

Councillor Jennifer Lutz,
Mountain View County
Division 7, Rural Olds: Reed Ranch

Royal Canadian Mounted Police

Commanding Officer
Alberta



Gendarmerie royale du Canada

Commandant
de l'Alberta

December 27, 2023

Mayor Judy Dahl
Town of Olds
4512 - 46 Street,
Olds, AB T4H 1R5

- Judy
Dear Mayor Dahl:

You may have already heard, but after a long and fulfilling career with the RCMP, I have decided to retire.

As Commanding Officer, I have been very grateful for the positive and collaborative relationship the Alberta RCMP has enjoyed with your community. Your input has shaped the services we provide and without your feedback, support and participation, our collective goal of public safety could not be achieved. Please accept my heartfelt gratitude for your commitment and partnership in community safety and for the ongoing support you provide the Alberta RCMP and your police officers.

While my career with the RCMP is drawing to a close, I have accepted the position of Assistant Deputy Minister with the Public Security Division of the Ministry of Public Safety and Emergency Services for the Government of Alberta. In this role, I am looking forward to the opportunity to continue working with you to ensure our communities are safe, secure, and confident in their policing services.

Yours truly,

C. M. (Curtis) Zablocki
C. M. (Curtis) Zablocki, M.O.M
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

December 19, 2023

Honourable Mayor Judy Dahl
Members of the council
Town of Olds.
Subject: July 1, 2023, Traffic Safety Measures

RECEIVED
DEC 21 2023
[Signature]
Dec 21 2023

Dear Mayor Dahl
I would like to offer some suggestions, should the Town council decide to review the July 1, 2023, Traffic Safety Measures.

I suggest that that all streets within the Town have a maximum speed limit of 40km/hour, with specific exceptions being the school/playground zones which would continue to be 30Km/hour.

My rationale for this is as follows.

- 1. I live on 60th street which can be a speedway from the stop sign at the corner of 63rd Ave, to the stop sign at 57th Ave. This applies to other through streets as well, i.e. portions of 57th Ave, portions of 54th St..
- 2. The children in residential areas would benefit from a lower speed limit as these children tend to be younger than those attending more distant playgrounds. Many younger children play where they live and could benefit from the 40 km/hour speed limit.
- 3. The 53rd street splash park playground zone should remain. However, I question if the 54th Street portion and downtown area 30km/hour is necessary. Would a 40 KM per hour be sufficiently safe in this area as most children attending the 54th street area and downtown are older and or adults.
- 4. A 40km/hour speed limit within the town limits would provide a consistent message to motorists, the only exception being schools and playgrounds.

Respectfully submitted.

[Signature]
John Smythe



FOIP Section 17.1

Dec 22 2023
correspondence
Tan Regular
@ the council mtg.

Dear Mr. Smythe,

Thank you for your letter dated December 19th, 2023 regarding speed limits in the Town of Olds and for the suggestions you offer.

The speed changes that were enacted in summer 2023 were following public consultation through an online survey, which was our highest responded to engagement effort to date. In it, people were asked specifically about instituting a 40 km/h limit throughout the Town of Olds, with playground zones being at 30 km/h. The 40 km/h suggestion was rejected, while the conversation of playground zones from school zones was supported.

This survey, in addition to consultation with our local RCMP detachment and our own Community Peace Officers, is what resulted in the changes we have today.

Given the recency of this consultation and decision, Council will not be revisiting this matter for the foreseeable future.

In the meantime, our Protective Services department continues to work with our RCMP commander to deal with the ongoing speed issues in certain parts of Olds. We hope that these efforts will soon show progress to citizens, like you, who are experiencing issues.

Thank you again for your letter and happy new year.

Respectfully,



Her Worship
Mayor Judy Dahl



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at rivers.alberta.ca. To learn more about the impacts of drought on communities and the principles for sound water management, please visit alberta.ca/drought.

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email epa.drought@gov.ab.ca.

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,



Rebecca Schulz
Minister of Environment and Protected Areas

cc: Honourable Ric McIver
Minister of Municipal Affairs

Honourable RJ Sigurdson
Minister of Agriculture and Irrigation

Stacey Smythe
Assistant Deputy Minister, Regulatory Assurance
Environment and Protected Areas



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113125

December 15, 2023

Dear Chief Elected Officials:

The Alberta government recognizes local infrastructure is critical to Albertans and to supporting the province's economy, and we are committed to providing predictable, long-term infrastructure funding for all communities. As part of this commitment, I am pleased to announce the launch of the Local Government Fiscal Framework (LGFF) program, which will enable municipalities and Metis Settlements to build infrastructure and serve their communities more effectively.

With LGFF capital funding starting at \$722 million in 2024, the LGFF strikes a fair balance between predictable funding for communities and fiscal responsibility for government. To ensure no community experiences a year-over-year decrease from capital funding allocated under the Municipal Sustainability Initiative (MSI) in 2023, top-up funding will be available for affected communities as part of the transition to the LGFF in 2024. In addition to the legislated LGFF capital funding, based on *Budget 2023* targets and subject to Budget 2024 approval, local governments will have access to \$60 million in LGFF operating funding.

LGFF capital funding in future years will reflect the percentage change in provincial revenues from three years prior. This means in 2025, Alberta communities will receive \$820 million, an increase of nearly 14 per cent, in accordance with growth in provincial revenues between 2021/22 and 2022/23.

For local governments other than Calgary and Edmonton, the LGFF includes a new allocation formula that is substantially different than the one used under the MSI. While the new allocation formula has a greater focus on communities with limited local assessment bases, the formula was chosen to balance the needs of all types of communities – small and large, rural and urban – over the long term. In keeping with our commitment for predictable funding, 2024 and 2025 LGFF capital allocations for all local governments are now available on the program website (www.alberta.ca/local-government-fiscal-framework-capital-funding), to help you plan for the use of this funding. The website also includes a description of the new funding formula.

Last year, we heard through the online survey on the program design that local governments were highly satisfied with how the MSI has been administered. I am pleased to confirm the delivery of the new program will be largely similar to the MSI. While there are some changes to the LGFF capital component when compared to the MSI, we feel strongly these changes will improve the program for local governments and Alberta taxpayers alike. Additional information on the program design will be provided in an email to chief administrative officers, which they should receive shortly.


.../2

- 2 -

In addition, estimated 2024 LGFF operating allocations, subject to approval in Budget 2024, are available on the program website (www.alberta.ca/local-government-fiscal-framework-operating-funding). The allocations will not change from what local governments received in 2023. LGFF operating guidelines will be available in 2024.

I am grateful for your council's work and the work of Alberta Municipalities, Rural Municipalities of Alberta, and the Metis Settlements General Council to help develop the LGFF program and allocation formula. I look forward to working with you to ensure your local infrastructure and operating needs continue to be supported as we grow and strengthen Alberta's economy.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, flowing style.

Ric McIver
Minister

cc: Chief Administrative Officers

Office of the Chief Administrative Officer

January 3, 2024

Town of Olds
4512 – 46 ST
Olds, AB T4H 1R5
Attn: Brent Williams, CAO

Via Email: caoadmin@olds.ca

Dear Brent,

RE: Support for Town of Old's ACP Grant Application

The Town of Sundre Council at the Regular Meeting of Council held on December 18, 2023, under Motion No. 348-18-12-23 gave their support to the Town of Olds for a grant application to Alberta Community Partnership (ACP) for Phase 2 of a Regional Multiplex Study.

We understand you have received support for the Phase 2 grant application from other regional municipalities and agencies, and we appreciate the significance of planning for the future.

Yours truly,



Linda Nelson, CLGM,CTAJ, EMR
Chief Administrative Officer

/file
cc: Council

Office Of the Mayor

November 29, 2023

His Worship
Richard Warnock
Town of Sundre

Request for Letter of Support for the Town of Olds Alberta Community Partnership Application

Dear Mayor Warnock,

I hope this letter finds you well. On behalf of the Town of Olds Council, we are respectfully asking for Sundre's support to an Alberta Community Partnership (ACP) grant application for Phase 2 of a Regional Multiplex Study. This support would require a resolution from Sundre Town Council.

At present, the Town is undertaking a condition assessment and feasibility study of the Olds Sportsplex (Phase 1). This effort, which should be concluded by March 2024, will provide an engineering report on the current state of the building and its machinery; an opinion on its suitability for the current and future recreation needs of Olds and area; a high-level cost to achieve ~30 more years of life from the building; and an opinion on whether the Town should invest in this building or seek to build a new facility. The consultants are relying and expanding on the Mountain View Regional Parks, Recreation and Culture Master Plan from 2021 to inform the needs assessment portion.

Regardless of the outcome of Phase 1, we are certain that a significant capital project will be required, probably within 7 – 10 years; starting to plan now is imperative for the Town of Olds. To date, we have received letters of support from Olds College of Agriculture and Technology, Chinook's Edge School Division, and Mountain View County, and have requested similar letters from our other municipal neighbours.

The Town will be the managing partner. No financial cost is being asked of Sundre for this study and this project will not proceed in 2024 should the grant application be unsuccessful.

Sincerely,

A handwritten signature in blue ink that reads "Judy Dahl".

Her Worship
Mayor Judy Dahl

From: Tyler Gandam <president@abmunis.ca>
Sent: Monday, December 11, 2023 1:14 PM
To: Judy Dahl <jdahl@olds.ca>
Subject: Update on RCMP Body-Worn Cameras

Dear Municipal Colleagues:

We just wanted to take a moment to provide you with an update on the implementation of body-worn Cameras in your RCMP detachments. In September the RCMP advised that their original contractor, Motorola, failed to meet field test requirements for body-worn cameras. The RCMP has exercised its discretion under the contract to pivot to the next ranked bidder, Axon Public Safety Canada Inc., and the next round of field tests is anticipated to begin in January 2024.

Alberta testing will take place over 8-10 weeks in the same detachments (Grande Prairie, St. Paul, and Parkland County) that conducted the initial field tests, using the same evaluation process. A successful field test is necessary prior to implementation and the national rollout will proceed in phases over 12 to 18 months. The RCMP are expecting to begin rollout to all other detachments before the end of 2024.

The billing for body-worn cameras was included in your 2024/25 multi-year financial plan projections, meaning that the cost of the body worn cameras could be charged to partners as early as April 2024. We have been advised that credits will be applied to invoicing based upon the actual rollout date. Once a date for full implementation is determined, we will touch base again with more details around invoicing.

You can find additional information about body-worn cameras on the following RCMP websites:

- <https://rcmp.ca/en/body-worn-cameras>
- <https://rcmp.ca/fr/projet-cameras-dintervention>

Should you receive a request for information from the media, the RCMP has requested that these requests be directed to RCMP National Headquarters Media Relations at RCMP.HQMediaRelations-DGRelationsmedias.GRC@rcmp-grc.gc.ca.

Sincerely,

We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.