



**Regular and Closed Council Meeting Agenda
for Monday, August 28, 2023, 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 the previous Council meeting minutes

3. DELEGATIONS AND PRESENTATIONS

Page 8 3A) Corporate Services Quarterly Update

4. BYLAWS

Page 17 4A) Bylaw 2023-18 Records and Information Management
(Consideration for all readings.)

Page 26 4B) Bylaw 2023-19 Land Use Bylaw 01-23 Amendment
(Public hearing and consideration of second and third reading.)

Page 30 4C) Bylaw 2023-20 Land Use Bylaw 01-23 Amendment
(Public hearing and consideration of second and third reading.)

Page 35 4D) Bylaw 2023-22 Land Use Bylaw 01-23 Amendment
(Introduction and first reading)

Page 39 4E) Bylaw 2023-27 Town of Olds Library Board Bylaw
(Consideration for all readings)

5. NEW BUSINESS

Page 43 5A) Policy 1002C Economic Development

Page 45 5B) Director of Emergency Management Appointment

Page 47 5C) Tax Penalty Cancellation Request

Page 49 5D) Tax Recover Sale Conditions

Development Permits

Page 51 5E) DP23-119 5342 57 Ave Variance – Deck

Page 60 5F) DP23-120 Discretionary Use Fitness Centre (Boxing/Exercise Gym)

Page 67 5G) DP23-123 5402 43 Street – Day Care Facility – Neighbourhood

6. REPORTS FROM COUNCIL, BOARDS, COMMITTEES AND COMMISSIONS

Page 75 6A) Reports from Council, Boards, Committees, and Commissions

7. CHIEF ADMINISTRATIVE OFFICER REPORT

Page 90 7A) Chief Administrative Officer (CAO) Report

8. CORRESPONDENCE AND INFORMATION

Page 95 8A) Correspondence and Information

9. CLOSED SESSION

Item #1

FOIP Section 17 Disclosure harmful to business interests of a third party

(Olds Fibre Ltd. Board of Directors)

10. RISE AND REPORT

11. 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 the 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 reconvened.

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, July 10, 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 Dan Daley, Councillor Harvey Walsh, Councillor Heather Ryan, and Councillor Darren Wilson.

ABSENT– ELECTED OFFICIALS:

Councillor James Cummings

PRESENT for the Regular meeting of Council – STAFF:

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

1. CALL TO ORDER

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

A.) ADDED ITEM(s)

CAO Williams requested a 3rd closed session be added under section 8; on real estate under FOIP Section 16 Disclosure harmful to business interests of a third party; and requested that the 5F Secondary Suites Incentive item be moved up the agenda to be presented as item 3A.

Mayor noted two typographical errors CLOSED SESSION

Item #1 & Item #2, the “17” should be changed to “16” on both, the description is correct.

B.) ADOPTION OF THE AGENDA

Moved by Councillor Ryan, “to accept the Council agenda for the Monday, July 10, 2023, Regular and Closed Council meeting as amended.”

Motion Carried 23-258

2. ADOPTION OF PREVIOUS MINUTES

2A) Adoption of previous Council meeting minutes

Mayor Dahl confirmed consensus to adopt the June 26, 2023, regular council meeting minutes, as presented.

The minutes were adopted as presented by consensus of Council.

3. DELEGATIONS AND PRESENTATIONS

Item 5F) was moved up to 3A.

3A) Secondary Suites Incentives

James Crozier, Manager of Planning & Infrastructure for the Town of Olds, gave a presentation to council as contained in the agenda package on proposed incentives for secondary suite compliance.

The council requested administration track interest and bring back to council throughout the two-year period.

Moved by Councillor Wilson, “that Council approve the following incentives for a two-year period to encourage compliance of existing secondary suites:

1. Waiving of development fees for existing secondary suites
2. Relaxation of parking requirements for secondary suites
3. Relaxation of square footage requirements for secondary suites

Motion Carried 23-259

4. BYLAWS

4A) Bylaw 2023-19 Land Use Bylaw 01-23 Amendment

Moved by Councillor Daley, "that Bylaw No. 2023-19 to amend the Land Use Bylaw be given first reading."

Motion Carried 23-260

Moved by Councillor Blatz, "that Council sets Monday, August 28, 2023 at 1:00 pm in Council Chambers as the date, time and place for a Public Hearing on Bylaw No. 2023-19."

Motion Carried 23-261

4B) Bylaw 2023-20 Land Use Bylaw 01-23 Amendment

Moved by Councillor Daley, "that Council gives first reading to Bylaw No. 2023-20."

Motion Carried 23-262

Moved by Councillor Walsh, "that Council sets Monday, August 28, 2023, at 1:00pm in Council Chambers as the date, time and place for a Public Hearing on Bylaw No. 2023-20."

Motion Carried 23-263

5. NEW BUSINESS

5A) Sponsorship Request - Mountain View Seniors' Housing Golf Tournament

Moved by Councillor Blatz, "that a *Silver Sponsorship level in the amount of \$1,500 be approved for the Mountain View Seniors' Housing Foundation 2023 Golf Classic.*"

Motion Carried 23-264

5B) Alberta Community Partnership Grant Opportunity

Moved by Councillor Ryan, "that Council support Mountain View County's application to the Alberta Community Partnership Grant to create a Regional Emergency Social Services Plan."

Motion Carried 23-265

Moved by Councillor Daley, "that Council name Mountain View County as the managing partner for this grant application."

Motion Carried 23-266

5C) Chief Administrative Officer's report on the DOUGLAS Petition

CAO Williams spoke on the municipality's obligations from the Municipal Government Act when receiving a petition to declare it sufficient or insufficient.

Moved by Councillor Blatz, "that the Chief Administrative Officer's Report - Declaration on Sufficiency of Petition to Amended the Miller Meadows Area Structure Plan, (the DOUGLAS Petition) be received as information."

Motion Carried 23-267

5D) Policy 804C Mountain View Power

CAO Williams introduced policy 804C to the council as contained in the agenda package and responded to council questions.

Discussion ensued on

Point 2.2 Community Health Care

Point 3 Out of Scope Funding

Moved by Councillor Ryan, “that Council approves the Mountain View Power policy 804C as presented.”

Motion Carried 23-268

5E) Policy 902C Green Space Maintenance

Moved by Councillor Daley, “that Council approve the revised Policy 902C – Green Spaces Maintenance, as presented.”

Motion Carried 23-269

5F) Was addressed under section 3 of this agenda.

Development Permits

5G) Development Permit DP23-082

Shari Edgington, Development Officer for the Town of Olds presented the development permits to Council as contained in the agenda package and responded to Council’s questions.

Moved by Councillor Blatz, “that Council approve Development Permit application 23-082 as presented, subject to the conditions listed in the attached draft Development Permit.”

Motion Carried 23-270

6. CAO REPORT AND ACTION LIST

6A) Chief Administrative Officer (CAO) Report

CAO Williams spoke on

-Report-A-Problem statistics

-Activity list

-Potholes are a work in progress.

*-Community Standards Bylaw – hope to bring back for September P&P broken into:
Traffic, Animal Control, Property (unsightly, graffiti)*

-Winter Drive Speed Radar statistics

-Annual report

-Recycling Centre Announcement

-Playground/School Zone signage will be installed; once received.

Council requested time of day to be included in speed radar statistics, and to continue to monitor and collect base data.

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

Motion Carried 23-271

7. CORRESPONDENCE AND INFORMATION

7A) Correspondence and Information

Moved by Councillor Daley, “that the Correspondence and Information Report ending July 10, 2023, be received for information.”

Motion Carried 23-272

8. CLOSED SESSION

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

Moved by Councillor Wilson, “that Council moves into closed session in accordance with

Section 197(2) of the Municipal Government Act at 2:08 p.m. to discuss matters exempt from disclosure under FOIP Section 16 and 27 with attendee to remain in attendance as noted.

Item #1

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

FOIP Section 27 Privileged Information

(Board Representative Update)

Attendees: CAO Williams, Michael Wuetherick, and Marcie McKinnon

Added Item #2

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

FOIP Section 27 Privileged Information

(Real Estate)

Attendees: CAO Williams, and Marcie McKinnon

Item #3

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

(Planning)

Attendees: CAO Williams, James Crozier, Kyle Sloan, and Marcie McKinnon

Motion Carried 23-273

Mayor Dahl recessed the meeting at 2:08 p.m.

The gallery was cleared, and staff left the meeting, and the live stream was ended.

Mayor Dahl reconvened the meeting at 2:17 p.m.

Michael Wuetherick joined the meeting at 2:17 p.m.

Michael Wuetherick left the meeting at 2:45 p.m.

James Crozier and Kyle Sloan joined the meeting at 3:14 p.m.

James Crozier and Kyle Sloan left the meeting at 3:21 p.m.

Moved by Councillor Ryan, "that the meeting reconvenes to the regular Council meeting at 3:23 p.m."

Motion Carried 23-274

9. RISE AND REPORT

Moved by Councillor Blatz, "that Council accept for information the board representative update."

Motion Carried 23-275

Moved by Councillor Ryan, "that Council direct the CAO to proceed as directed on the real estate item."

Motion Carried 23-276

Moved by Councillor Walsh, "that Council approves the transfer of "Block OT, Plan 8610563" in the amount of 0.514 hectares more or less to Belsher Equipment Ltd, in exchange for 0.077 hectares more or less of land from Block 1, Plan 9411869 for road purposes."

Motion Carried 23-277

10. ADJOURNMENT

On behalf of the Town of Olds Council, the Mayor wished everyone a safe and happy summer holiday.

Mayor Dahl adjourned the meeting at 3:27 p.m.

Judy Dahl,
Mayor

Brent Williams,
Chief Administrative Officer

These minutes were approved on the day of August 2023

Town of Olds Council Meeting Schedule

August 28 at 9:00 AM Special Closed Council Meeting

August 28 at 1:00 PM Regular Council Meeting

September 5 (Tues.) at 1:00 PM Council Policies and Priorities Committee Meeting

September 11 at 1:00 PM Regular Council Meeting

September 25 at 1:00 PM Regular Council Meeting

Prior to Adoption



Request for Decision

Corporate Services Quarterly Update

Aug 28, 2023

RECOMMENDATION

That the Corporate Services quarterly update for the six (6) month period January 1st, 2023 to June 30, 2023 be accepted for information.

BACKGROUND

As a routine practice, Council is provided with financial reports to indicate the Town's financial position, and to demonstrate how actual activity is tracking in relation to the approved annual Budget. Reports are provided showing revenue and spending for both operating and capital budgets during the 06 months of 2023; that being January 1, 2023 to June 30, 2023 or 50% of the way through fiscal year. Council approved the 2023 operating and capital budgets on April 11, 2023.

As can be seen by the data provided in the schedules, at 50% of the way through the 2023 fiscal year, the Operating budget is 42% spent while the Capital budget is 13.4% spent. Invoicing does lag slightly and therefore the total amount spent and committed to be spent would be slightly higher.

ALTERNATIVE OPTIONS

1. Any specific questions regarding revenue generation/collection and the timing of spending against both the capital and operating budgets can be answered by the applicable program managers.
2. The 06-month financial reports for 2023 can be accepted for information.

ATTACHMENTS

- Attachment 1: Corporate Services Second Quarter Update.
Attachment 2: Financial Reports to June 30, 2023.

Author:	Sheena Linderman	Date: August 18, 2023
CAO Signature:		Date: 22 Aug 2023



Corporate Services

Second Quarter Update 2023

9

Department Overview

Corporate Services is responsible for the Town's financial management including budgets and financial statements, investment, procurement, grants, property taxes, utility billing, records management, and Information Technology.

There are currently 8FTE within Corporate Services these include the Director of Finance, Manager of Finance, Grants and Procurement Administrator, Utilities Administrator, AP and Property Tax Administrator, Receptionist, Information Technology (IT) Coordinator and Records Management Specialist.

Ongoing Projects

Utility paper bill fee

In June utilities implemented a \$1 fee for printed utility bills. There was a large uptake of e-billing in this month increasing from 40% to 48%

Internal IT Coordinator

On April 27th Carolyn Rutley joined the Town of Olds as our internal IT Coordinator. Carolyn has been busy in her first couple of months. A few of the highlights include:

- Creating an internal ticketing system
 - Averaging 100-120 tickets a month
- Has trained over 65 staff on Microsoft Teams
- Organized server room, removing obsolete hardware/software and creating an inventory of items.

Finance Intern

In the 2023 Operating budget Council had approved an 18-month term position for a finance intern through the Municipal Affairs intern program. Unfortunately, due to a very low number of applications we were unable to find the ideal candidate for the Town of Olds and had to withdraw from the program.

Taxes

The second quarter is always a busy time in the finance department with Assessment and Taxation notices going out and payable by June 30. Taxes still outstanding at June 30th (1,161,982 excluding those on pre-authorized) was down in comparison to the same time period 2022 (1,619,572 excluding those on pre-authorized).

STATISTICS	QTR 1	QTR 2	QTR 3	QTR 4
Grants				
Submitted	7	1		
Waiting on award	2	3		
Successful	3	3		
Procurement				
RFP/RFQ Released	11	9		
Contracts awarded	7	5		
General Finance				
Tax Installment Program	47%	50%		
Utilities pre-authorized	39%	40%		
Utility E-billing	40%	48%		
Cash expended	\$5,691,520	\$4,783,321		
Records Management				
FOIP Requests	4	1		
Property Information Requests	8	2		
Information Technology (IT)				
# of tickets				

2022 YEAR IN REVIEW	2021	2022	% INCREASE
Salaries (incl. benefits/training)	8,068,456	8,132,062	1%
Contracted Services	4,933,176	5,715,975	16%
Goods & Supplies	542,743	588,336	8%
Utilities	1,091,435	1,272,005	17%
Fuel	130,173	218,132	68%
Insurance	254,038	290,674	14%
Commissions (water/wastewater)	4,481,907	5,954,760	33%

Looking Ahead (Upcoming Projects)

- Work Order System Implementation
- Purchase Order System Implementation
- 2024 Budget preparation

Revenue and Expense Statements - by Function

For the 06 Months Ended June 30, 2023

	2022 31-Dec	2023 BUDGET	2023 Y-T-D ACTUAL	REMAINING DOLLARS	% COLLECTED USED
OPERATING					
REVENUES					
Taxation	(15,001,223)	(15,489,739)	(15,455,658)	34,081	100%
Sale to Other Govt's	(206,467)	(258,655)	(269,745)	(11,090)	104%
Sale of Goods and Services	(11,709,623)	(11,405,307)	(5,759,597)	5,645,710	50%
Other Revenue/Franchise Fees	(2,704,962)	(2,548,216)	(1,165,564)	1,382,652	46%
Conditional Grants	(1,355,878)	(1,391,945)	(830,703)	561,242	60%
Transfer From Other Functions	(1,241,134)	(1,299,941)	-	1,299,941	0%
Transfer From Reserves	(759,771)	(733,857)	-	733,857	0%
TOTAL REVENUES	<u>(32,979,058)</u>	<u>(33,127,660)</u>	<u>(23,481,267)</u>	<u>9,646,393</u>	<u>71%</u>
EXPENDITURES					
Salaries, Wages & Benefits	8,132,062	8,702,626	4,140,194	(4,562,432)	48%
Contracted & General Services	4,882,525	4,903,607	2,339,253	(2,564,354)	48%
Purchases from Other Government	7,593,321	7,367,181	2,713,651	(4,653,530)	37%
Materials, Goods, Supplies & UT	2,078,473	2,012,250	853,276	(1,158,974)	42%
Transfer Payments	6,010,260	5,926,510	3,126,812	(2,799,698)	53%
Financial Service Charges	6,002,881	2,034,213	643,048	(1,391,165)	32%
Other Transactions	29,092	-	28,951	28,951	100%
Transfer to Other Functions	1,265,134	1,244,941	-	(1,244,941)	0%
Transfer to Capital	684,500	746,500	-	(746,500)	0%
Transfer to Reserves	1,083,704	189,832	-	(189,832)	0%
TOTAL EXPENDITURES	<u>37,761,952</u>	<u>33,127,660</u>	<u>13,845,187</u>	<u>(19,282,473)</u>	<u>42%</u>
CAPITAL					
FINANCES ACQUIRED					
Long-term Debt & Debentures	-	-	-	-	0%
Other Revenue from Other Sources	(27,600)	(170,278)	-	170,278	0%
Sale of Fixed Assets	26,214	-	(31,000)	(31,000)	0%
Conditional Grants	(2,863,987)	(4,589,306)	-	4,589,306	0%
Transfer from Operating	(684,500)	(696,500)	-	696,500	0%
Transfer from Reserves	(1,036,849)	(1,232,878)	-	1,232,878	0%
TOTAL FINANCES ACQUIRED	<u>(4,586,723)</u>	<u>(6,688,962)</u>	<u>(31,000)</u>	<u>6,657,962</u>	<u>0%</u>
FINANCES APPLIED					
Fixed Asset Additions	4,612,937	6,688,962	1,109,904	(5,579,058)	17%
Transfer Payments	-	-	-	-	0%
TOTAL FINANCES APPLIED	<u>4,612,937</u>	<u>6,688,962</u>	<u>1,109,904</u>	<u>(5,579,058)</u>	<u>17%</u>
Y-T-D (SURPLUS) / DEFICIT	<u>4,809,108</u>	<u>-</u>	<u>(8,557,176)</u>	<u>(8,557,176)</u>	

BALANCE SHEET

As at June 30, 2023

	2022 December 31, 2022	2023 June 30, 2023	
ASSETS			
Cash on Hand & On Deposit	7,439,140	13,189,107	Note 1
Receivables	23,581,666	23,610,374	Note 2
Other Assets	37,602	9,123	
Inventories	9,061	45,113	
Net Fixed Assets	101,420,489	101,420,489	Note 3
TOTAL ASSETS	<u>\$ 132,487,960</u>	<u>\$ 138,274,206</u>	
LIABILITIES			
Accounts Payable	(3,307,395)	(953,644)	
Long term Debt Obligation	(29,344,927)	(28,759,014)	Note 4
Other Liabilities	(884,104)	(782,484)	
Deferred Revenue	(2,601,299)	(2,721,625)	
Reserves	(9,072,628)	(8,801,797)	
Equity In Fixed Assets	(82,175,033)	(82,595,893)	Note 5
Net Accumulated Operating Surplus - opening	(9,911,682)	(5,102,574)	
plus: Accumulated Surplus Y-T-D	4,809,108	(8,557,176)	
TOTAL LIABILITIES	<u>\$ (132,487,960)</u>	<u>\$ (138,274,206)</u>	

Note 1: Contains deposits in the ATB operating account of \$1,928,797

ATB Investment of \$11,169,135

CIBC Investment of \$10,415

OI Security GIC of \$80,000

Includes Petty Cash and other deposits of \$760

Note 2: Taxes outstanding as of June 30, 2023 of \$4,839,460

Utilities receivable is \$1,192,176

OFL receivable of \$14,287,530

Grants Receivable of \$20,588

MVP Prudential of \$100,000

Other receivables total \$3,170,620

Note 3: TCA and Amortization are only recorded at year end

Note 4: Debentures with Alberta Capital Finance

Note 5: Equity in Fixed Assets increases as debenture and loan payments are made

50% of the year

13

Department	REVENUES				EXPENDITURES				Actual Contribution to Surplus
	Budget	YTD Actual	Remaining Dollars	% Collected	Budget	YTD Actual	Remaining Dollars	% Used	
0 General Government	-18,539,955	-16,821,068	-1,718,887	91%	6,036,702	2,493,537	3,543,165	41%	14,327,531
11 Council & Legislation	0	0	0	0%	427,283	182,761	244,522	43%	-182,761
12 Administration	-88,170	-80,214	-7,956	91%	1,412,856	708,468	704,388	50%	-628,254
12-01 Office of the CAO	0	-30,000	30,000		1,051,420	530,044	521,376	50%	-500,044
21 RCMP	-787,303	-60,676	-726,627	8%	2,394,173	365,400	2,028,773	15%	-304,724
23 Fire Services	-524,761	-438,102	-86,659	83%	1,542,441	701,201	841,240	45%	-263,099
24 Disaster Services	0	0	0	0%	55,258	18,886	36,372	34%	-18,886
26 Bylaw Enforcement	-57,000	-29,639	-27,361	52%	449,170	215,692	233,478	48%	-186,054
31 Common Services	0	-400	400	0%	448,149	260,997	187,152	58%	-260,597
32 Roads	-445,000	-462	-444,538	0%	2,513,606	1,037,607	1,475,999	41%	-1,037,145
37 Storm Water	-39,050	0	-39,050	0%	39,050	3,102	35,948	8%	-3,102
41 Water	-3,433,282	-1,632,084	-1,801,198	48%	3,433,282	1,556,660	1,876,622	45%	75,424
42 Wastewater	-4,764,884	-2,428,460	-2,336,424	51%	4,764,884	1,831,430	2,933,454	38%	597,031
43 Solid Waste	-1,095,421	-517,257	-578,164	47%	1,095,421	472,585	622,836	43%	44,672
51 F.C.S.S.	-278,465	-151,809	-126,656	55%	336,803	214,237	122,566	64%	-62,428
52 Social Development	0	0	0	0%	0	0	0	0%	0
5203 NU2U	-155,000	-20	-154,980	0%	155,000	18,996	136,004	12%	-18,976
56 Cemetery	-37,600	-26,450	-11,150	70%	180,809	87,002	93,807	48%	-60,552
61 Planning & Development	-209,000	-83,907	-125,093	40%	753,458	350,706	402,752	47%	-266,799
61 Economic Development	-162,000	-101,355	-60,645	0%	371,052	133,191	237,861	36%	-31,836
62 Sunshine Bus	-12,000	-6,985	-5,015	58%	61,332	26,284	35,048	43%	-19,299
72 Recreation Administration	0	0	0	0%	628,844	390,464	238,380	62%	-390,464
72 Aquatic Centre	-600,268	-429,574	-170,694	72%	977,080	492,830	484,250	50%	-63,256
72 Rec. Complex	-748,428	-436,109	-312,319	58%	1,381,906	610,123	771,783	44%	-174,014
72 Parks	0	0	0	0%	1,032,203	436,790	595,413	42%	-436,790
72 Special Events	-164,022	-5,750	-158,272	4%	164,022	76,290	87,732	47%	-70,540
72 Splash Park	0	0	0	0%	42,912	14,379	28,533	34%	-14,379
72 Sports Fields	-30,000	-11,460	-18,540	38%	431,193	171,554	259,639	40%	-160,094
72 Campground	-11,500	0	-11,500	0%	2,800	0	2,800	0%	0
74 Museum	-76,377	0	0	0%	76,377	36,771	39,606	48%	-36,771
74 Evergreen Centre	-7,841	0	0	0%	7,841	2,249	5,592	29%	-2,249
74 Library	-569,833	-51,064	-518,770	9%	569,833	310,537	259,296	54%	-259,474
74 Heritage	-20,500	-5,615	-14,885	27%	20,500	12,669	7,831	62%	-7,054
91 Mountain View Power	-270,000	-133,957	-136,043	50%	270,000	82,893	187,107	31%	51,064
Total Operating	-33,127,660	-23,482,417	-9,645,243	71%	33,127,660	13,846,337	19,281,323	42%	9,636,081

Capital Financing and Spending by Department For the 06 months ended June 30, 2023

50% of the year

Department	Capital Spending		Capital Financing							Major Projects
	2023 Budget	2023 Actual	Municipal Taxes	Utility Funds	Funding Sources Grants	Debenture/ Loan	Other	Reserves	Budget Total Funds	
00 General Government	18,500							18,500	18,500	Flag poles (2)
21 RCMP	37,000	31,112						37,000	37,000	HVAC, WIFI/Security upgrade
23 Fire Services	176,000	108,308					55,000	121,000	176,000	610 command vehicles, trailer, HVAC
26 Municipal Enforcement	45,000	38,206						45,000	45,000	AFRRCS Radios (3)
Operations	237,000	107,071	50,000		160,000			27,000	237,000	1/2 ton, line painter, paving ops centre, snow management system (ops centre)
31 Municipal Improvement Pro	2,800,000	45,914		684,500	2,115,500				2,800,000	52nd ST (51-53AVE), 65th AVE (27 to 61 AVE)
32 Roads	285,000	7,927			285,000				285,000	2022 projects completion
41 Water	732,198	77,905			39,198			693,000	732,198	Water study, Water meter pilot program, I & I program
42 Wastewater	190,979	181,596			40,979			150,000	190,979	Wastewater study, sewer camera
61 Planning and Development	-								-	
7204 Aquatic Centre	2,884,955	54,277			2,884,955				2,884,955	Signage, Priority upgrades, Camera, Wubit, Retrofit
7205 Rec. Complex	250,421	126,092			250,421				250,421	Air handling unit, change area, priority upgrades, south ramp, sound upgrade, scoreclock
7206 Parks	436,554	330,006			98,882		196,932	140,740	436,554	Wayfinding, Rotary/Centennial Revitalization, Playground (Kiwanis)
7208 Splashpark	-								-	
7209 Sportsfields	212,464	1,489			112,690		99,774		212,464	Rotary signage, Scoreboards (Rotary), OR Hedges sportsfields revitalization
7401 Evergreen Centre	-								-	
Grand Total	8,306,071	1,109,904	50,000	684,500	5,987,625	-	351,706	1,232,240	8,306,071	
13.4%										

ELECTED OFFICIAL REMUNERATION
January 1 to June 30, 2023

Mayor Dahl	2022 Budget	YTD Actual	15 % Remaining
Honorarium	41,886	20,943	50%
Per Diem (claimed for meetings/events/conferences outside of honorarium)	18,075	8,600	52%
Registration (conferences)	3,000	455	85%
Travel and Subsistence (includes mileage, parking, meals, etc.)	5,720	1,481	74%
Total Mayor Dahl	68,681	31,479	54%

Councillor Blatz	2022 Budget	YTD Actual	% Remaining
Honorarium	22,926	11,463	50%
Per Diem (claimed for meetings/events/conferences outside of honorarium)	16,100	7,225	55%
Registration (conferences)	2,400	640	73%
Travel and Subsistence (includes mileage, parking, meals, etc.)	4,650	1,300	72%
Total Councillor Blatz	46,076	20,628	55%

Councillor Cummings	2022 Budget	YTD Actual	% Remaining
Honorarium	22,926	11,463	50%
Per Diem (claimed for meetings/events/conferences outside of honorarium)	16,125	4,550	72%
Registration (conferences)	2,700	455	83%
Travel and Subsistence (includes mileage, parking, meals, etc.)	4,500	1,746	61%
Total Councillor Cummings	46,251	18,213	61%

Councillor Daley	2022 Budget	YTD Actual	% Remaining
Honorarium	22,926	11,463	50%
Per Diem (claimed for meetings/events/conferences outside of honorarium)	16,325	7,900	52%
Registration (conferences)	2,400	795	67%
Travel and Subsistence (includes mileage, parking, meals, etc.)	4,400	923	79%
Total Councillor Daley	46,051	21,080	54%

March 5, 2023

Town of Olds Regular and Closed Council Meeting Monday, August 28, 2023.

ELECTED OFFICIAL REMUNERATION
January 1 to June 30, 2023

Councillor Ryan	2022 Budget	YTD Actual	16 % Remaining
Honorarium	22,926	11,463	50%
Per Diem (claimed for meetings/events/conferences outside of honorarium)	15,025	6,600	56%
Registration (conferences)	2,400	455	81%
Travel and Subsistence (includes mileage, parking, meals, etc.)	4,650	1,168	75%
Total Councillor Ryan	45,001	19,686	56%
Councillor Walsh	2022 Budget	YTD Actual	% Remaining
Honorarium	22,926	11,463	50%
Per Diem (claimed for meetings/events/conferences outside of honorarium)	14,675	4,475	70%
Registration (conferences)	2,400	-	100%
Travel and Subsistence (includes mileage, parking, meals, etc.)	4,400	22	99%
Total Councillor Walsh	44,401	15,960	64%
Councillor Wilson	2022 Budget	YTD Actual	% Remaining
Honorarium	22,926	11,463	50%
Per Diem (claimed for meetings/events/conferences outside of honorarium)	16,425	7,175	56%
Registration (conferences)	2,400	200	92%
Travel and Subsistence (includes mileage, parking, meals, etc.)	4,400	920	79%
Total Councillor Wilson	46,151	19,758	57%
Total Elected Official Remuneration	342,612	146,805	57%



Request for Decision

Bylaw 2023-18 Records and Information Management

August 28, 2023

RECOMMENDATION

That the Records and Information Management Bylaw 2023-18 be given first reading.

That the Records and Information Management Bylaw 2023-18 be given second reading.

That the Records and Information Management Bylaw 2023-18 be given unanimous consent for presentation of third reading.

That the Records and Information Management Bylaw 2023-18 be given third reading.

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

As the Town moves forward on implementing an Electronic Document and Records Management Solution (EDRMS) to manage the Town's physical and electronic records and documents. It was recommended to update the existing records management program to create a foundation for compliant recordkeeping practices. That review was completed, and the administration presented draft bylaw 2023-18 at the July 4, 2023 Council policies and priorities committee meeting.

Bylaw 2023-18 will replace the extremely outdated Freedom of Information and Protection of Privacy Act (FOIP) bylaw 99-014 and the existing Records Management Retention Schedule Bylaw 2018-22; in a more streamlined plain language document. Much of the information in both of the bylaws was directly from the Acts that government record and information management and the access to information and had been regurgitated into bylaws.

FINANCIAL CONSIDERATIONS – n/a

ATTACHMENTS – Bylaw 2023-18 Records and Information Management

Author:	Marcie McKinnon Legislative Clerk	Date: August 15, 2023
CAO Signature:	Brent Williams	Date: August 15, 2023

**TOWN OF OLDS
BYLAW 2023-18**

**BEING A BYLAW OF THE TOWN OF OLDS TO PROVIDE FOR THE RECORDS
MANAGEMENT FOR ALL RECORDS WITHIN ITS CUSTODY AND CONTROL**

WHEREAS, section 214 (2) of the Municipal Government Act, R.S.A. 2000, c M-26, states that Council may authorize the destruction of documents;

WHEREAS, section 214 (3) of the Municipal Government Act, R.S.A. 2000, c M-26, governs the retention of personal information, and

WHEREAS, sections 88, 93, and 95 of the Freedom of Information Protection of Privacy Act R.S.A 2000 c. F-25 allows citizens to access information and the Municipality to set fees for these services;

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

BYLAW TITLE

1.0 This Bylaw may be referred to as the **“Records and Information Management Bylaw.”**

DEFINITIONS

- 2.1 **“CAO”** means the Chief Administrative Officer or designate;
- 2.2 **“Disposition”** means the structured process of determining what happens to a record at the end of its retention period, actions may include destruction or permanent retention in an archive;
- 2.3 **“FOIP ACT”** means the Freedom of Information Protection of Privacy Act R.S.A 2000 c. F-25
- 2.4 **“Hold”** means the process of preserving all forms of potentially relevant information when litigation or a freedom of information request is reasonably anticipated or underway.
- 2.5 **“Record(s)”** means information, regardless of format, created, received, and maintained as evidence and information by an organization or person, in pursuance of legal obligations or in the transaction of business;
- 2.6 **“Retention Schedule”** means the timetable that identifies the retention period during which a record must be retained before Disposition;
- 2.7 **“Town”** means the Municipal Corporation of the Town of Olds;
- 2.8 Terms not specifically defined have the same definition as provided in the *Municipal Government Act* and FOIP Act.

STATEMENT OF TO WHOM AND TO WHAT THE BYLAW APPLIES

3.1 This Bylaw applies to all Records in the possession of the Town.

GENERAL RULES AND SPECIAL PROVISIONS

- 4.1 The CAO shall:
 - a. Establish, a Records Retention Schedule, consistent with current professional and legal standards, as shown in the attached schedule (Appendix A).
 - b. Ensure that all Records are retained or processed through Disposition in accordance with the Records Retention Schedule.
 - c. Have discretion to retain records longer than the retention period provided for in the Records Retention Schedule via a Hold. Such decision to retain records shall be recorded.
- 4.2 The CAO shall keep an index of:

- a. Records permanently retained and details of storage, where appropriate,
 - b. Records permanently destroyed,
 - c. Listing of the current Records Retention Schedule,
 - d. Records retained in provincial or other archives,
 - e. To the extent practical, all other Records retained by the Town.
- 4.3 Any Record not referenced in the Records Retention Schedule may only be destroyed with the direction and approval of the CAO.
- 4.4 Disposition of election material shall be completed in accordance with the provisions of the *Local Authorities Election Act*, RSA 2000, Chapter L-21 and amendments thereto.
- 4.5 The CAO shall be responsible for the administration of the release of information in accordance with the FOIP Act.
- 4.6 Fees for access to information are governed by the FOIP Act and the Town Rates Bylaw.

PENALTY CLAUSE

5.1 Penalties shall be defined as provided in the *Municipal Government Act* and *FOIP Act*.

REPEAL CLAUSE

- 6.1 Bylaw 99-014 Freedom of Information & Protection of Privacy Act Bylaw and all amendments thereto are hereby repealed.
- 6.2 Bylaw 2018-22 Records Management Retention Schedule and all amendments thereto are hereby repealed.

EFFECTIVE DATE

7.0 This Bylaw shall come into force and take effect on its passing thereof.

READINGS

Read a first time this ____ day of _____, 2023.
Read a second time this ____ day of _____, 2023.
Received Unanimous Consent for presentation of third reading this ____ day of _____, 2023.
Read a third time this ____ day of _____, 2023.

SIGNATURE LINE

Judy Dahl,
Mayor

Brent Williams,
Chief Administrative Officer

Signed by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____ 2023.

Appendix A: Records Retention Schedule		
FUNCTION	ACTIVITY	RETENTION PERIOD
ADM - Administration Management		
Administrative Support	Forms and Templates	1 Year D
Meetings & Event Participation	Departmental Meetings	7 Years D
Departmental Reporting	Reports & Statistics	10 Years AR
Policies & Procedures	Policies, Procedures & Guidelines	10 Years AR
Administrative Communication	Correspondence	2 Years AR
AST - Asset Management & Maintenance		
Maintenance - Property	Parks Maintenance	5 Years
Maintenance - Property	Playground Maintenance	10 Years
Operational Management - Equipment	Equipment	2 Years D
		Apparatus 10 Years D
Operational Management - Equipment	Fleet Management	2 Years D
Operational Management - Facilities	Building Maintenance	B+10 Years
Operational Management - Facilities	Planning, Design and Construction	2 Years AR
Operational Management - Facilities	Building Drawings	B+10 Years
COM - Communication Management		
Communication Design & Production	Corporate Identity & Branding	P
Communication Design & Production	Design Coordination	5 Years AR
Communications - External	Communications	5 Years AR
Communications - External	Speeches & Presentations	P
Communications - External	Inquiries and Complaints	5 Years AR
CSV - COMMUNITY SERVICES		
Community Program Management	Community Programs & Projects	10 Years AR
Community Program Management	CSV Working Documents	5 Years D
Community Program Management	Events	10 Years AR
Community Program Management	Engagements	10 Years AR
Community Program Management	Family and Community Support Services Programming (FCSS)	7 Years AR
Community Program Management	Cemetery	P

Schedule A: Records Retention Schedule		
FUNCTION	ACTIVITY	RETENTION PERIOD
Community Program Management	Sunshine Bus	2 Years D
Recreation Facilities	Recreation Facility Operations & Bookings	5 Years D
History, Heritage, & Art	History & Art Facilitations	P AR
History, Heritage, & Art	Heritage Designation	P AR
DEV - PLANNING AND DEVELOPMENT		
Development	Development, Building, and Fire Permits	P
Development	Building Inspections	P
Development	Planning and Development Applications	10 Years AR
Land Use	Annexation/ Amalgamation	P
Land Use	Easements	10 Years AR
Land Use	Maps and Mapping	P
Land Use	Land Use Bylaw Amendment Applications	2 Years AR
Planning	Development Statistics	P
Planning	Environmental Planning	P
Planning	Local Improvements	P
Plans & Approvals	Municipal Addressing	10 Years AR
Plans & Approvals	Statutory Plans	P
Plans & Approvals	Registered Plans	P
Economic Development	Development Promotion	P
Economic Development	Investor Uploads	2 Years AR
Economic Development	Investor Confidentiality Agreements	2 Years D
ESM - EMERGENCY SERVICES MANAGEMENT		
Emergency Program	Emergency Incident Response	10 Years AR
Emergency Program	Emergency Management - Events	P
Emergency Program	Emergency Management - Planning	P
Emergency Program	Fire Investigations	10 Years AR
Emergency Program	Community Preparedness	7 Years
FIN - FINANCIAL MANAGEMENT		
Accounting Operational Management	Accounts Payable	7 Years D
Accounting Operational Management	Accounts Receivable	7 Years D
Accounting Operational Management	Banking and Cash Management	7 Years D
Accounting Operational Management	Journal Entries	7 Years D

Schedule A: Records Retention Schedule		
FUNCTION	ACTIVITY	RETENTION PERIOD
Accounting Operational Management	General Ledger	P
Accounting Operational Management	Levies	P
Financial Reporting	Budgeting	7 Years D
Financial Reporting	Capital Asset Management	P
Financial Reporting	Financial Reporting	7 Years D
Financial Reporting	Financial Working Papers	7 Years D
Financial Reporting	Regulatory Financial Reporting and Filings	7 Years D
Funding Administration	Grants and Subsidies	7 Years D
Funding Administration	Investment Management	7 Years D
Funding Administration	Debt Management	10 Years D
Procurement	Requests for Proposal and Quotations	12 Years D
Municipal Taxation	Property Taxes - PERM	P
Municipal Taxation	Property Taxes - nonPERM	7 Years D
Municipal Taxation	Tax Assessments	P
Municipal Taxation	Tax Recovery and Collections	P
Municipal Taxation	Assessment Appeals	10 Years D
GOV - GOVERNANCE		
Bylaw Administration	Bylaws	P
Elections Management	Elections Administration	1 Year D
Elections Management	Election Materials	120 days D
Council Member Administration	Appointment of Council Members	P
Council Meetings	Regular, Special, and Organizational Council Meetings	P
Council Meetings	Audio and Video Meeting Recordings	1 Year D
Council Appointments	Public at Large Appointments	1 Year D
Governance - Historical	Articles of Incorporation	P AR
HUR - HUMAN RESOURCES		
Payroll, Compensation, Benefits, and Pension	Payroll	7 Years D
Payroll, Compensation, Benefits, and Pension	Compensation	7 Years D
Payroll, Compensation, Benefits, and Pension	Benefits Planning	1 Years AR

Schedule A: Records Retention Schedule		
FUNCTION	ACTIVITY	RETENTION PERIOD
Payroll, Compensation, Benefits, and Pension	Pensions and Contributions	70 Years D
Employee Administration	Personnel File	10 Years AR
Employee Administration	Medical Files	10 Years AR
Employee Administration	Grievances and Investigations	2 Years D
Organization & Position Management	Recruitment	2 Years D
Organization & Position Management	Organizational Structure	5 Years AR
Health, Safety & Wellness	Incident Management & WCB Claims	10 Years AR
Health, Safety & Wellness	Health, Safety & Wellness Planning	2 Years AR
LEG - LEGAL AND REGULATORY MANAGEMENT		
Bylaw Enforcement	Bylaw Violation Investigation	3 Years D
Bylaw Enforcement	Officer Violation Investigation	5 Years D
Contractual Rights	Contracts and Agreements	12 Years AR
Contractual Rights	Operating Permits	1 Year D
Contractual Rights - Liaison	Commissions	10 Years
Insurance & Risk Management	Insurance Claims	10 Years D
Insurance & Risk Management	Insurance Policies	10 Years D
Legal Activities	Legal Advice and Opinions	10 Years AR
Legal Activities	Litigation	10 Years AR
PIM - Privacy & Information Management		
Information Governance	Information Disposition	P
Information Governance	Information Governance Program Administration	D
Information & Privacy	Freedom of Information and Protection of Privacy Program Management	7 Years D
Information & Privacy	Information Request Management	5 Years AR
Information & Privacy	Proactive Disclosure Management	2 Years AR
Information & Privacy	Privacy Impact Assessments	P
Information & Privacy	Privacy Breaches	10 Years AR
Systems Access	Access Permissions & Control	D
Technology Support	Technology Recovery	P

Schedule A: Records Retention Schedule		
FUNCTION	ACTIVITY	RETENTION PERIOD
UEM - UTILITIES & ENVIRONMENTAL MANAGEMENT		
Utility Services	Utility Service Connections	7 Years D
Utility Services	Utility Service Meters Maintenance and Installation	1 Year D
Waterworks Management	Wastewater - Storm & Sanitary Sewers Maintenance	P
Waterworks Management	Waterworks Maintenance	B+10
Waterworks Management	Water Monitoring	5 Years D
Community Infrastructure Development	Infrastructure Projects	P
Community Infrastructure Development	Infrastructure Drawings	P
Parks & Recreation Infrastructure	Parks & Recreation Planning and Development	P
Environmental Protection	Chemical Applications Control	P
Environmental Protection	Environmental Impact Assessment	P
Environmental Protection	Reclamation	P
Transitory Material		
Teams & SharePoint	Unassigned Documents saved to the cloud	2 Years D
Licensing	Business Licenses	1 Year D

DEFINITIONS

25

CODE	TERM	DESCRIPTION
	Archival	Record Series which has been assessed to have historic significance. Archival documents are retained for 10 years at which point they are appraised again for historic importance and possibly archived for another 10 years. Every 10 years they are reviewed for historical significance. For electronic records, they are reviewed to determine if these will continue to
AR	Archival Review Before Destruction	Refers to reviewing the records series before destruction to see whether they have historic significance prior to destruction. This is different from archival because in the case of an archival designation the entire records series is kept for posterity, whereas, in archival selection before destruction, records are “selected” for potential historic significance. The entire record series is not kept.
B+10	Building Disposal + 10 Years	Building or Asset is demolished or sold. That date will trigger the 10 years following.
COM	Communications	
CSV	Community Services	
	Current Year	Refers to January 1st to December 31st.
D	Destroy	Requires that upon expiration of the retention period the document is Destroyed – shredded, recycled, deleted (expunged).
COR	Corporate Services	
OCAO	Office of the CAO	Chief Administrative Officer
OG	Originating Department	
OPI	Office of Primary Interest	Majority of activities administered and carried out by this department or business unit.
OPS	Operations	
P	Permanent	Kept until dissolution of the Town of Olds.
PAI	Planning & Infrastructure	
PSV	Protective Services	
S/O	Superseded or Obsolete	Refers to the replacement of a document once it has been updated or revised. The new document supersedes the previous version.
T	Transitory Records	Records that have a temporary utility for Town activities. Can be destroyed after 1 year. No disposition process required.
	<u>Trigger</u> for termination or close of an event or activity	Refers to a record being retained until it has been closed or terminated, typically used for case-based or project records where the retention refers to the case being closed or the transaction being completed. For example, this retention applies to an employee file and is triggered at the point at which the employee leaves the organization. These records are usually maintained until the case or transaction or employee record is closed/terminated plus a pre-defined number of years, e.g. T/E+3 means retained until the case is closed plus 3 more years.



Request for Decision

**Bylaw No. 2023-19 Land Use Bylaw Amendment –
Administrative Changes**

August 28, 2023

RECOMMENDATION

That Council holds a public hearing for Bylaw No. 2023-19; and

That Council gives second reading to Bylaw No. 2023-19;

That Council gives third reading to Bylaw No. 2023-19

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

1. *Municipal Government Act* – Chapter M-26, Part 17, Division 5 Section 639 every municipality must pass a Land Use Bylaw.
2. *Municipal Government Act* – Chapter M-26, Part 5, Division 9, Section 191(1) the power to pass a bylaw...includes a power to amend or repeal the bylaw.

BACKGROUND

Bylaw 2023-19 proposes to make changes to Sections 2.3 and 2.4 of Part Two of the Land Use Bylaw.

A summary of changes is as follows:

Development Authority Changes

The Development Officer will now have expanded variance powers for applications in the Manufactured Home (R4) District.

The Development Officer will now be able to issue decisions on applications for Secondary Suites, which are a Discretionary Use in most residential land use districts.

Notice Prior to Decision on Sign Permits

Text outlining the Town's practice of circulating applications for proposed discretionary uses prior to a decision being made by Council has been amended to exclude sign permits. This matches the process for notifications after approval of discretionary uses.

PUBLIC INPUT

Bylaw No. 2023-19 received first reading on July 10, 2023. A public hearing on the proposed bylaw is required prior to Council giving second reading. The public hearing was advertised in accordance with the Municipal Government Act Section 606.

RISK/CONSEQUENCES


1. Council may request further information from Administration prior to proceeding with second reading of the bylaw.
2. Council may provide direction to Administration on changes to the proposed bylaw with the amended bylaw coming before Council for second reading at a later date.
3. Council may defeat second reading of the bylaw.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Bylaw No. 2023-19

Author: Kyle Sloan, Municipal Planner		Date: August 17, 2023
Supervisor/Director Signature:	Scott Grieco, Director of Operations	Date: August 21, 2023
CAO Signature:		Date:

**TOWN OF OLDS
BYLAW NO. 2023-19**

A bylaw of the Town of Olds, in the Province of Alberta, pursuant to provisions of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, to provide for the amendment of Land Use Bylaw No. 01-23

WHEREAS Section 639 of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, and amendments thereto, provides that every municipality must pass a land use bylaw; and

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

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

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

- 1) That sub-section (3)(i-k) in Section 2.3, Permission for Development, Part Two is replaced with the following:

(3) Development Permit Applications:

The Development Officer shall:

- (i) consider and decide upon applications for all Secondary Suites where the proposed secondary suite meets all standards of the Land Use Bylaw; and
- (j) refer with recommendations, to Council for its consideration and decision all other applications for a development permit; and
- (k) at his/her discretion refer to Council any application which in his/her opinion should be decided by Council; and
- (l) refer any application to Mountain View County or any other agency or person which in his/her opinion may provide relevant comments or advice respecting the application.

- 2) That sub-section (5) in Section 2.3, Permission for Development, Part Two is replaced with the following:

(5) Development Officer Variance Powers

The Development Officer may grant a variance to reduce any numerical requirement of the Land Use Bylaw by up to 15% for a permitted use and the

permitted use will be deemed to comply with this bylaw.

The Development Officer may grant a variance to minimum yard requirements in the R4 land use district by up to 100%.

3) That subsection (2) in Section 2.4 Development Permits and Notices, Part Two is replaced with the following:

- (2) Prior to a decision being made on an application for a development permit for a discretionary use (except sign permits), the Development Officer shall mail or deliver notice of the application to every owner of land at the name and address shown on the assessment roll of the municipality whose land is:
 - (a) adjacent the parcel or parcels to which the proposed application relates; or
 - (b) is completely or partially within 20m (65.5 ft) distance of any part of the parcel or parcels to which the application relates.

4) This Bylaw comes into force on the date it is passed.

Read for a first time on the ____ day of _____, 2023

Public Hearing held on the ____ day of _____, 2023

Read a second time on the ____ day of _____, 2023

Read a third and final time on the ____ day of _____, 2023

Judy Dahl, Mayor

Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____ 2023.



Request for Decision

Bylaw No. 2023-20 – Amendment to Land Use Bylaw

August 28, 2023

RECOMMENDATION

That Council holds a public hearing for Bylaw No. 2023-20; and

That Council gives second reading to Bylaw No. 2023-20;

That Council gives third reading to Bylaw No. 2023-20

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

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

PROPOSAL

The Town has received an application to rezone the property at Lot 6, Block 36A, Plan 5706GD from General Residential (R2) to Highway Commercial A (CHA) to accommodate a mixed-use development. "Mixed use, commercial at grade" is not currently listed as a use in the CHA district, so this application also proposes to add it as a Permitted Use in the district. These changes are presented as an amendment to the Land Use Bylaw 01-23.

BACKGROUND

The CHA district is specific to highway commercial parcels that are adjacent to residential areas, so existing allowable uses are intended to reduce impacts to nearby residences. For this reason, Administration supports adding "mixed use, commercial at grade" as a Permitted use. Further, Administration also supports adding this use as a Discretionary use in the CH district in order to improve the Town's flexibility in working with developers who have increasingly been inquiring about this type of development on a number of highway commercial parcels.

The subject parcel for this application lies within the Highway 2A "overlay district" of the East Olds Area Redevelopment Plan. This overlay district also supports approval of this application with Policy 5.2.3:

The intent of this overlay district is to manage the land uses along 46th Avenue (Highway 2A) and ensure that any proposed developments or redevelopments meet the following objectives and development standards:

- *Encourage commercial uses to be established and live/work opportunities through mixed use developments*

COMMUNICATION/PUBLIC ENGAGEMENT

Bylaw No. 2023-20 received first reading on July 10, 2023. A public hearing on the proposed bylaw is required prior to Council giving second reading. The public hearing was advertised in accordance with the Municipal Government Act Section 606.

To date, no comments have been received from those notified regarding Bylaw No. 2023-20. A development permit application with more specific site plan would be circulated to Alberta Transportation prior to a decision being made by the Town.

RISK/CONSEQUENCES


1. Council may request further information from Administration prior to proceeding with second reading of the Bylaw.
2. Council may provide direction to Administration on changes to the proposed Bylaw with the amended Bylaw coming before Council for second reading at a later date.
3. Council may defeat second reading of the Bylaw.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Map location for Lot 6, Block 36A, Plan 5706GD
2. Bylaw No. 2023-20

Author:	Kyle Sloan, Municipal Planner	Date: August 17, 2023
Supervisor/Director Signature:	Scott Grieco, Director of Operations	Date: August 21, 2023
CAO Signature:		Date:

Lot 6, Block 36A, Plan 5706GD



**TOWN OF OLDS
BYLAW NO. 2023-20**

A bylaw of the Town of Olds, in the Province of Alberta, pursuant to provisions of the Municipal Government Act, being Chapter M-26 of the revised statutes of Alberta 2000 and amendments thereto, to provide for the amendment of the Land Use Bylaw No. 01-23

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

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

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

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

1. That Bylaw 01-23, being the Town of Olds Land Use Bylaw, is hereby amended
 - a. That the Land Use District Map, being Schedule A of the Land Use Bylaw No. 01-23, be amended to change the designation of Lot 6, Block 36A, Plan 5706GD from General Residential District (R2) to Highway Commercial A District (CHA) as shown on the attached Schedule A.
 - b. That Schedule C: District Regulations Highway Commercial District (CH) is amended by adding *Mixed use commercial at grade* as a Discretionary Use.
 - c. That Schedule C: District Regulations Highway Commercial A District (CHA) is amended by adding *Mixed use commercial at grade* as a Permitted Use.
2. This Bylaw comes into force on the date it is passed.

Read for a first time on the ____ day of _____, 2023

Public Hearing held on the ____ day of _____, 2023

Read a second time on the ____ day of _____, 2023

Read a third and final time on the ____ day of _____, 2023

Judy Dahl, Mayor

Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____ 2023.

Schedule A of Bylaw No. 2023-20

Change in Land Use Bylaw Designation for Lot 6, Block 36, Plan 5706GD





Request for Decision

Bylaw No. 2023-22 Amendment to Land Use Bylaw

August 28, 2023

RECOMMENDATION**That Council gives first reading to Bylaw No. 2023-22.****That Council sets Monday, September 25, 2023 at 1:00 pm in Council Chambers as the date, time and place for a Public Hearing on Bylaw No. 2023-22.****STRATEGIC ALIGNMENT**

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

LEGISLATIVE AUTHORITY

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

BACKGROUND

The Town has received an application to amend the Land Use Bylaw under Bylaw 2023-22 which proposes a site-specific exception to allow 'accessory dwelling unit for temporary residential use' as a permitted use in the Central Commercial District (C1) on the property of 4801 49 Avenue.

The subject property is owned by the Central Alberta Pregnancy Care Centre. This organization has applied for this amendment in order to provide a temporary residential space for clients of their services. The Uptowne ARP supports mixed-use developments, but this is a unique case where the mix of uses includes neither a for-profit business nor a permanent dwelling unit.

COMMUNICATION/PUBLIC ENGAGEMENT

A public hearing is required prior to considering second and third reading of the bylaw. The proposed bylaw will be advertised in accordance with the Municipal Government Act to allow the public an opportunity to comment. Letters will be sent to adjacent landowners and the proposed bylaw will be circulated to referral agencies for comment.

RISK/CONSEQUENCES


1. Council may request further information from Administration prior to proceeding with first reading of the bylaw.
2. Council may provide direction to Administration on changes to the proposed bylaw with the amended bylaw coming before Council for first reading at a later date.
3. Council may defeat first reading of the bylaw.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Lots 9 & 10, Block 8, Plan 2186H Aerial Photo
2. Bylaw No. 2023-22

Author: Kyle Sloan, Development Officer	Date: August 17, 2023
Director Signature: Scott Grieco, Director of Operations	Date: August 21, 2023
CAO Signature: 	Date:

**TOWN OF OLDS
BYLAW NO. 2023-22**

37

A bylaw of the Town of Olds, in the Province of Alberta, pursuant to provisions of the Municipal Government Act, being Chapter M-26 of the revised statutes of Alberta 2000 and amendments thereto, to provide for the amendment of the Land Use Bylaw No. 01-23

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

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

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

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

1. This Bylaw may be cited as the Land Use Amending Bylaw No. 2023-22.
2. Bylaw No. 01-23, being the Town of Olds Land Use Bylaw, is hereby amended as follows:

In Schedule C, Central Commercial District (C1), Permitted Uses, by adding the following:

Accessory dwelling unit for temporary residential use (Lots 9 & 10, Block 8, Plan 2186H only)

3. This Bylaw comes into force on the date it is passed.

Read for a first time on the ____ day of _____, 2023

Public Hearing held on the ____ day of _____, 2023

Read a second time on the ____ day of _____, 2023

Read a third and final time on the ____ day of _____, 2023

Judy Dahl, Mayor

Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____ 2023.

4801 49 Avenue



Legend

- Hwy 2A Symbol
- Hwy 2A
- Hwy 27 Symbol
- Hwy 27
- Railway
- Road Labels
- Block Text Line

1: 1,000



0.1 0 0.03 0.1 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere

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

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

© Town of Olds



Request for Decision

Bylaw 2023-27 Town of Olds Library Board

August 28, 2023

RECOMMENDATION**That the Town of Olds Library Board Bylaw 2023-27 be given first reading.****That the Town of Olds Library Board Bylaw 2023-27 be given a second reading.****That the Town of Olds Library Board Bylaw 2023-27 be given unanimous consent for presentation of third reading.****That the Town of Olds Library Board Bylaw 2023-27 be given third reading.****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**


Municipal Government Act

Libraries Act & Regulations

BACKGROUND

The Library Board bylaw was recently reviewed and amended to follow the provincial library act. Amendments are noted in red in the attached draft. Mrs. Lesley Moody, Library Manager, has reviewed the document.

FINANCIAL CONSIDERATIONS – n/a**ATTACHMENTS – Draft Bylaw 2023-27 Town of Olds Library Board Bylaw**

Author:	Marcie McKinnon Legislative Clerk	Date: August 22, 2023
CAO Signature:	Brent Williams 	Date: August 22, 2023

TOWN OF OLDS BYLAW NO. 2023-27

BEING A BYLAW OF THE TOWN OF OLDS ESTABLISHING THE OLDS MUNICIPAL LIBRARY BOARD

WHEREAS, pursuant to section 3 of the *Libraries Act*, RSA 2000, c. L-11 Council may pass a bylaw providing for a municipal library board;

AND WHEREAS, the said *Act* governs the provisions of library services within a municipality;

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

TITLE

1. This Bylaw may be cited as the “**The Town of Olds Library Board Bylaw**”.

DEFINITIONS

2. In this Bylaw:
 - (a) “Act” means the *Libraries Act*, RSA 2000, c. L-11
 - (b) “Board” means the Town of Olds Library Board
 - (c) “CAO” means the Chief Administrative Officer, as appointed by Council pursuant to section 205 of the *Municipal Government Act*, RSA 2000, c. M-26;
 - (d) “Council” means the elected officials of the Town of Olds, including Mayor and Councillors.

STATEMENT OF TO WHOM AND TO WHAT THE BYLAW APPLIES

3. The Town of Olds Library Board is hereby established as the municipal library board for the Olds Municipal Library pursuant to subsection 3 of the *Act*.
4. In accordance with the *Act*, the Board, subject to any enactment that limits its authority, has full management and control of the Olds Municipal Library and shall, in accordance with the regulations, organize, promote, and maintain comprehensive and efficient library services in the Town of Olds and may cooperate with other boards and libraries in the provision of those services.

GENERAL RULES AND SPECIAL PROVISIONS

STRUCTURE

5.
 - (a) Members of the Board will be appointed in accordance with Council policies and procedures.
 - (b) The Board shall consist of not fewer than 5 and not more than ten (10) members

appointed by Council.

- (c) A minimum of one (1) to a maximum of two (2) representatives of Town of Olds Council may be appointed to be members of the Board at any one time.
- (d) One representative of Mountain View County Council or a County resident will be recommended by Mountain View County, and further appointed by Town of Olds Council.
- (e) Factoring the number of Town of Olds Council appointees, between three (3) and eight (8) members at large who can be residents of the Town of Olds or Mountain View County as long as the majority are residents of the Town of Olds.
- (f) A member of the Board is eligible to be reappointed for only two (2) additional consecutive terms of office, unless at least 2/3 of the whole council passes a resolution stating that the member may be reappointed as a member for more than three (3) consecutive terms.
- (g) Subject to subsection (f), appointments to the Board shall be for a term of up to three (3) years.
- (h) Any vacancy arising from any cause must be filled by council as soon as reasonably possible for council to do so.

PROCEDURES

- 6. The Board may, by resolution, establish and amend from time to time such policies required by law, including for meetings, committee structure, the creation and retention of minutes of meetings, the establishment and amendment of Board bylaws and Policies and rules of order and shall be governed by Parts 1 and 5 of the Act, Chapter L-11 RSA 2000 and amendments and regulations pertaining thereto.

BUDGET

- 7. The Board shall, before December 1st in each year, prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the Olds Municipal Library..
- 8. The budget and the estimate of money shall be forthwith submitted to the Council of the municipality.
- 9. Council may approve the estimate under subsection (1) in whole or in part.

AUDITOR

- 10. The Board's financial accounts and processes will be audited/reviewed annually by an independent external auditor.
- 11. The results and recommendations of the financial audit will be presented to the Board for approval. Once approved by the Board, the audited financial statements will be submitted to Council and to all other authorities as required by law.

REPEAL

12. Town of Olds Bylaw 2019-17 all amendments thereto are hereby repealed.

REPORT

13. The Board shall submit an Annual Report to the Council.

COMING INTO FORCE

14. This Bylaw shall come into effect upon third and final reading.

READINGS

Read for the first time on the ____ day of ____, 2023.

Read a second time on the day of ____, 2023.

Unanimous consent given for third reading given on the ____ day of ____, 2023

Read a third and final time on the day of ____, 2023.

SIGNATURE LINE

Judy Dahl,
Mayor

Brent Williams
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____, 2023.

**Request for Decision**

43

Council Policy 1002C Economic Development**August 28, 2023****RECOMMENDATION**

That Council approve the revised Policy 1002C Economic Development, as presented.

STRATEGIC ALIGNMENT

Our thriving community is built on strong and collaborative relationships.

LEGISLATIVE AUTHORITY

Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26

BACKGROUND

Economic Development has been identified by Council and the community as a priority for the Town. The attached draft policy seeks to provide high-level direction to focus our efforts by establishing core priorities of economic development, codifying the need for an economic development strategy, and creating the Economic Development Action Committee (EDAC).

The terms of reference for EDAC is also attached. If approved, a bylaw formally establishing the committee shall follow.

ALTERNATIVE OPTIONS

1. Council may request changes; however, council must provide direction to administration on specific changes.

ATTACHMENTS

1. Town of Olds - Policy 1002C Economic Development

Author:	Sandra Blyth Legislative Clerk	Date: August 9, 2023
CAO Signature:	Brent Williams	Date: August 9, 2023

POLICY #1002C

4512 – 46 Street, Olds, AB Canada T4H 1R5

T 403-556-6981 F 403-559-6537

www.olds.ca

Policy Title:	Economic Development
Policy Number:	1002C
Approval:	Town Council Motion #__
Effective Date:	August 28, 2023
Review Date:	May 2023
Approved Date:	September 14, 2020, Motion #<u>20-335</u>
Supersedes Policy No.:	New

Policy Statement:

Economic Development is focused on creating an environment with advantages that enable business, industry, and overall cluster competitiveness. This environment offers:

- Accessible innovation;
- Adaptable human resources;
- Available financing;
- Adequate physical infrastructure;
- Advanced information infrastructure;
- Acceptable business climate;
- Active marketing; *and*
- Achievable quality of life.

Purpose:

Economic Development is a process that improves community well-being through the creation of wealth via three primary efforts:

- a) Business retention and expansion - enhancing existing business;
- b) Business attraction - attracting new business; *and*
- c) Business creation - encouraging entrepreneurship and the growth of new business.

Standards:

1. Economic Development will facilitate a growth of cluster value-chains through the:
 - Retention and expansion of existing business;
 - Attraction of new business; *and*
 - Creation of new business through facilitation of entrepreneurship.
2. An Economic Development Action Committee (EDAC) shall be created to support Economic Development.
3. EDAC is a Standing Committee that will provide local perspective, guidance and support, and act on economic development initiatives. It is a mechanism for enhancing cooperation and consensus among private and public sector agencies, institutions, and non-profit organizations.
4. Guided by EDAC, related strategies will be developed and implemented through the formation and support of Ad-Hoc Committees.



Request for Decision

Emergency Management Appointments

August 28, 2023

RECOMMENDATION

That Council rescind the appointment of Brian Powell, Director of Emergency Management (DEM) for the Town of Olds, effective August 28, 2023.

That Council appoint Stephanie Bibault to the position of Director of Emergency Management (DEM) for the Town of Olds, effective August 28, 2023.

That Council appoint Paul Wright to the position of Deputy Director of Emergency Management (DEM) for the Town of Olds, effective August 28, 2023.

STRATEGIC ALIGNMENT

Our community is supported and enabled through skillful governance.

Our thriving community is built on strong and collaborative relationships.

LEGISLATIVE AUTHORITY

The Emergency Management Act

Local Authority Emergency Management Regulation

Town of Olds Bylaw 2019-15 Municipal Emergency Management

BACKGROUND

The Council of the Town of Olds is responsible for the direction and control of its emergency response and is required, under the *Emergency Management Act*, Revised Statutes of Alberta 2000, Chapter E-6.8, to appoint an Emergency Advisory Committee and to establish and maintain an Emergency Management Agency. That such a committee be appointed, and such an agency be established and maintained to carry out Council's statutory powers and obligations under the *Emergency Management Act*.

Composition of the Emergency Advisory Committee consists of all 7 members of Council.

The Emergency Advisory Committee:

- shall appoint the Director of Emergency Management (DEM) and a Deputy Director or Directors of Emergency Management (DDEM).

The Emergency Management Agency shall be comprised of the following members the DEM, the DDEM(s); the CAO; the Town's designated Fire Chief or their delegate; and at least one Director appointed by the CAO.

With the recruitment and hiring of a second full-time Deputy Fire Chief, the strategic direction of that position was to oversee the Emergency Management function and to assume the role of Director of Emergency Management (DEM). This appointment fulfills this directive and, as such, also necessitates the release of the currently appointed DEM, Mr. Brian Powell.

Mr. Powell's service to the community in the Emergency Management program is to be commended and has seen constant improvement in his tenure. Council and Administration are grateful for his service.

Prepared by: Marcie McKinnon, Legislative Clerk	Date: July 25, 2023
Director Signature: Justin Andrew	Date:
CAO Signature: Brent Williams	Date:



Request for Decision

Request for Cancellation of Tax Penalty Roll #4012800

August 28, 2023

RECOMMENDATION

That the penalty of \$84.47 imposed on roll number 4012800 July 1, 2023, be cancelled.

STRATEGIC ALIGNMENT

Our community is supported and enabled through skillful governance.

LEGISLATIVE AUTHORITY

Section 344 of the Municipal Government Act states a council may by bylaw impose penalties in the year in which a tax is imposed if the tax remains unpaid after the date shown on the tax notice.

Section 346 - a penalty imposed under section 344 or 345 is part of the tax in respect of which it is imposed.

Section 347 (1) - If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business do one or more of the following, with or without conditions:

- (a) Cancel or reduce tax arrears;
- (b) Cancel or refund all or part of a tax;
- (c) Defer the collection of a tax.

Town of Olds Bylaw 2016-17 Tax Penalties Bylaw

BACKGROUND

The attached letter requesting forgiveness of tax penalties was received on July 19th. The tax penalty that was applied to this account was for late payment of the 2023 tax levy. This levy has since been paid (July 11, 2023).


In the letter the homeowner explains that she was recovering from heart surgery and unable to pay by the due date. Administration is asking Council to consider cancelling the penalty on the above roll number due to unforeseen medical circumstances. However, Council should be aware that in doing so a precedence could be set for other properties that may be in a similar situation to make these requests.

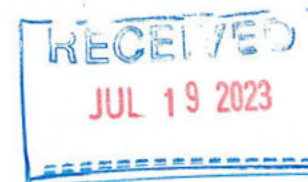
FINANCIAL CONSIDERATIONS

Cost	Funding Source (budget/in kind/grant) with G/L Code
Total Cost \$84.47	Tax Penalty Revenue

ATTACHMENTS

Attachment 1- Cancellation request letter – redacted (FOIP 17 Disclosure harmful to personal privacy)

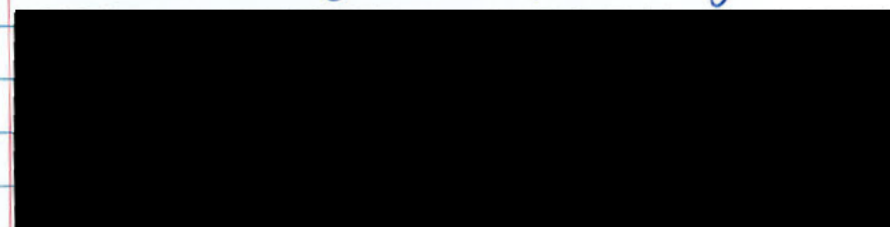
Author: Sheena Linderman Director of Finance	Date:
CAO Signature: 	Date: 22 Aug 2023



July 19/23

Olds Town Council,

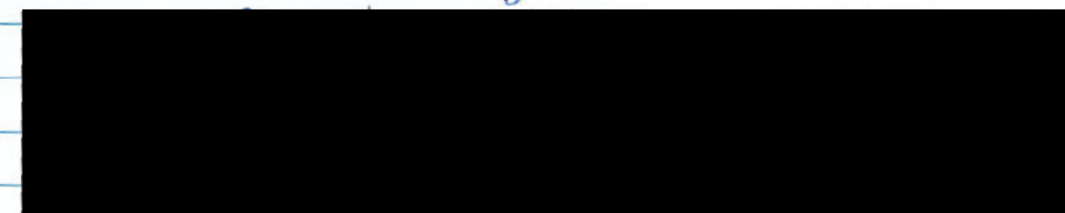
RE: Property Tax Penalty 84.47



I would very much appreciate it if you would kindly refund the penalty. 84.47

I was in hospital and at home recovering from major heart surgery. I was unable/incapable of paying the taxes by deadline date. I feel that paying the penalty is unfair, under the circumstances.

Thank-you





Request for Decision

Tax Recovery Sale Conditions

August 28, 2023

RECOMMENDATION

That Council set the Terms and Conditions of the Tax Recovery Sale scheduled for Thursday October 26, 2023, at 2:00 p.m. in the Town of Olds Council Chambers as follows:

1. These properties are being offered for sale on an “as is, where is” basis;
2. These properties are being offered for sale subject to a reserve bid and to the reservations and conditions contained in the existing Certificate of Title;
3. Payment of successful bid shall be made by cash or certified cheque payable to the Town of Olds; a non-refundable deposit of 20% at the time of sale with the balance of 80% of bid due within 10 days.

That Roll #3343000 – Lot 12, Block 8, Plan 0312513 – have a reserve bid of \$579,330 placed on it for the public auction scheduled for Thursday October 26, 2023, at 2:00 p.m. in the Town of Olds Council Chambers, and

That Roll #3344800 – Lot 35, Block 3, Plan 0312513 – have a reserve bid of \$370,080 placed on it for the public auction scheduled for Thursday October 26, 2023, at 2:00 p.m. in the Town of Olds Council Chambers, and

That Roll #7003500 – Lot A Unit 35, Plan 7063JK – have a reserve bid of \$25,840 placed on it for the public auction scheduled for Thursday October 26, 2023, at 2:00 p.m. in the Town of Olds Council Chambers, and

That Roll #7006400 – Lot A Unit 64, Plan 7063JK – have a reserve bid of \$29,360 placed on it for the public auction scheduled for Thursday October 26, 2023, at 2:00 p.m. in the Town of Olds Council Chambers, and

That Roll #8001600 – Lot Unit 16, Block 1, Plan 7710095 – have a reserve bid of \$27,680 placed on it for the public auction scheduled for Thursday October 26, 2023, at 2:00 p.m. in the Town of Olds Council Chambers.

STRATEGIC ALIGNMENT

The Town of Olds provides safe, affordable and cost-effective service delivery to our community and region.

LEGISLATIVE AUTHORITY

Municipal Government Act Part 10, Division 8 – Recovery of Taxes related to Land
Municipal Government Act Part 10, Division 8.1 – Recovery of Taxes related to Designated Manufactured Homes

BACKGROUND

Each year the Town of Olds establishes an assessment value for each property located within the Town boundaries and a tax rate to be applied to that assessed value in order to raise the funds necessary for the continuing operation of the Town of Olds and for the payment of the requisitions given to the Town by Alberta Education and by Mountain View Seniors Housing for that year.

Taxes become arrears on January 1 of the year following the original levy. Once a property is two years in arrears the Municipal Government Act requires each municipality to notify Municipal Affairs by March 31 and to register a tax recovery lien on the title of those properties. The tax recovery lien is to be removed from the property title if and when all taxes in arrears, including any penalties, are paid in full. If only a part of the taxes in arrears is paid, the lien stays on the title. Each year, on January 1, the taxes that were levied in the previous year become part of the taxes in arrears total.

Once a tax recovery lien has been placed on a property the MGA states that If the property taxes in arrears are still not paid by March 31 of the following year the municipality must offer it for sale prior to March 31 of the next year.

There are currently five properties in the Town of Olds that qualify under the Municipal Government Act to be offered for public auction prior to March 31, of 2024.


The Municipal Government Act 419 (a) requires that when a parcel is to be offered for sale at public auction the Council must set a reserve bid that is as close as reasonably possible to the market value of the parcel.

KCL Consulting Inc. was asked to provide an estimate of the market value of the properties that are to be offered for sale at the public auction.

If, at any time, all taxes that are still in arrears for any property that has been advertised for public auction are paid, the tax sale proceedings are immediately stopped for that property. Payment of taxes in arrears can be made for any property up to the actual commencement of the public auction.

RISK/CONSEQUENCES

- Should Council not set the terms and conditions of the tax recovery public auction and/or the reserve bids, the tax recovery process could be delayed. If delayed past March 31, 2024, the tax recovery process would need to be started from the beginning for these five properties.

Author: Rebecca Fox	Manager of Finance	Date: August 21, 2023
Director Signature:		Date:
CAO Signature: 		Date:



Town of

Request for Decision

DP23-119 Variance – Deck Side Yard Setback

Council Meeting Date: August 28, 2023

RECOMMENDATION

That Council approve the Development Permit application 23-119 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 neighborhood, or materially interfere with or affect the use, enjoyment or value of neighboring parcels of land, and the proposed development conforms with the use prescribed or that land or building in the land use bylaw.
3. *Land Use Bylaw No. 01-23* – Schedule B, Section 2.3(4) Council may grant a variance to reduce requirements of any use of the Land Use Bylaw and that use will be deemed to comply with this bylaw.

BACKGROUND

The Town of Olds Land Use Bylaw 01-23 designated the subject property at 5342 57 Avenue as Low-Density Residential District (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.

Council is the Development Authority for all variance applications that exceed or reduce any numerical requirement of the Land Use Bylaw by over 15% of the permitted use. Decks in this district are permitted use and are allowed to be located 0.90m from the side yard setback. The current applicant is requesting a variance to allow the deck to encroach into the side yard setback by 0.36m/1.2ft, which is a 40% variance, allowing it to remain at a setback of 0.54m from the side property line.

The previous property owner's deck has encroached into the side yard setback since 2014. When the house was constructed, the deck would have been built at that time as there is a door

that would lead to the outdoor area (deck). If the deck wasn't built at this time, this could have resulted in serious injury due to the walkout basement below.

A portion of the deck (that was less than 0.6m in height from grade) required a variance in 2014 to allow it to remain at its current location. An application was made by the previous owner, a letter of objection was received stating that the setback violations affect the neighboring property value since the deck is located directly outside of the neighbor's master bedroom window.

At the Municipal Planning Commission's (MPC) meeting in June of 2014, the Commission refused the deck because "the side yard relaxation was in contravention of the Land Use Bylaw 01-23, and in the opinion of the MPC, the relaxation would affect the enjoyment of the adjacent parcel because of noise."

Even though MPC refused the application, the Development Authority should consider that the Land Use Bylaw does not regulate the effects of noise. A deck is a permitted use in the R1 District and any noise-related concerns shall be addressed through the Community Standards Bylaw.

The current work being done to the deck was brought to the Town's attention in June and the file was reviewed. The new property owner was contacted, and they have been working with the Town to ever since.

The Development Officer did a site visit of the property in the summer of 2023 to reassess the property since MPC's refused it 9 years ago, and no complaints were filed within those years. The site visit confirmed that the portion of the deck that projects within the side yard setback is less than 0.6m above grade and it allows the property owner to access the side entrance of the house and allows one to access the back yard. During this site inspection it was also determined that one would have to go into the shrubs to view the bedroom window. The shrubs that are between the deck and the neighbor's bedroom window would also act as a noise buffer.

Decks that are under 0.6m in height from grade to the top of the deck are allowed to be located zero meters from the side and rear yard setbacks. In this case, a variance is required as it ties into the back of the deck which is higher than 0.6m.

PROPOSAL

This proposal would require a 40% variance to the current Land Use Bylaw. After the onsite visit of the property, the impacts that the deck may have on the adjacent property are minimal due to the shrubs. The shrubs also acts as noise buffer and block the view of the bedroom window. One would have to go into the shrubs to get a clear view of this window.

Since a deck has been in place since 2014, no complaints have been filed until work started on the deck, it doesn't impact the drainage on this property or the adjacent property, the Development Authority is recommending approval of the deck at its current location.

RISK/CONSEQUENCES

1. Council may approve Development Permit 23-119 as presented, subject to the conditions listed in the attached draft development permit or with amendments.
2. Council may refuse Development Permit 23-119 and provide a detailed rationale for their decision.


3. Council may provide direction to Administration to gather more information about this application and table it until a future Council meeting, providing the applicant agrees to sign an extension of the application timeline.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. Low Density Residential District (R1) Excerpt from Land Use Bylaw
2. Site Context/Aerial Imagery
3. Real Property Report dated July 21, 2023
4. Site Photo's
5. Draft Development Permit Conditions DP23-119

Author: Shari Edgington CET, Development Officer	Date: August 21, 2023
Director Signature: Scott Grieco	Date: August 22, 2023
CAO Signature: 	Date:

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

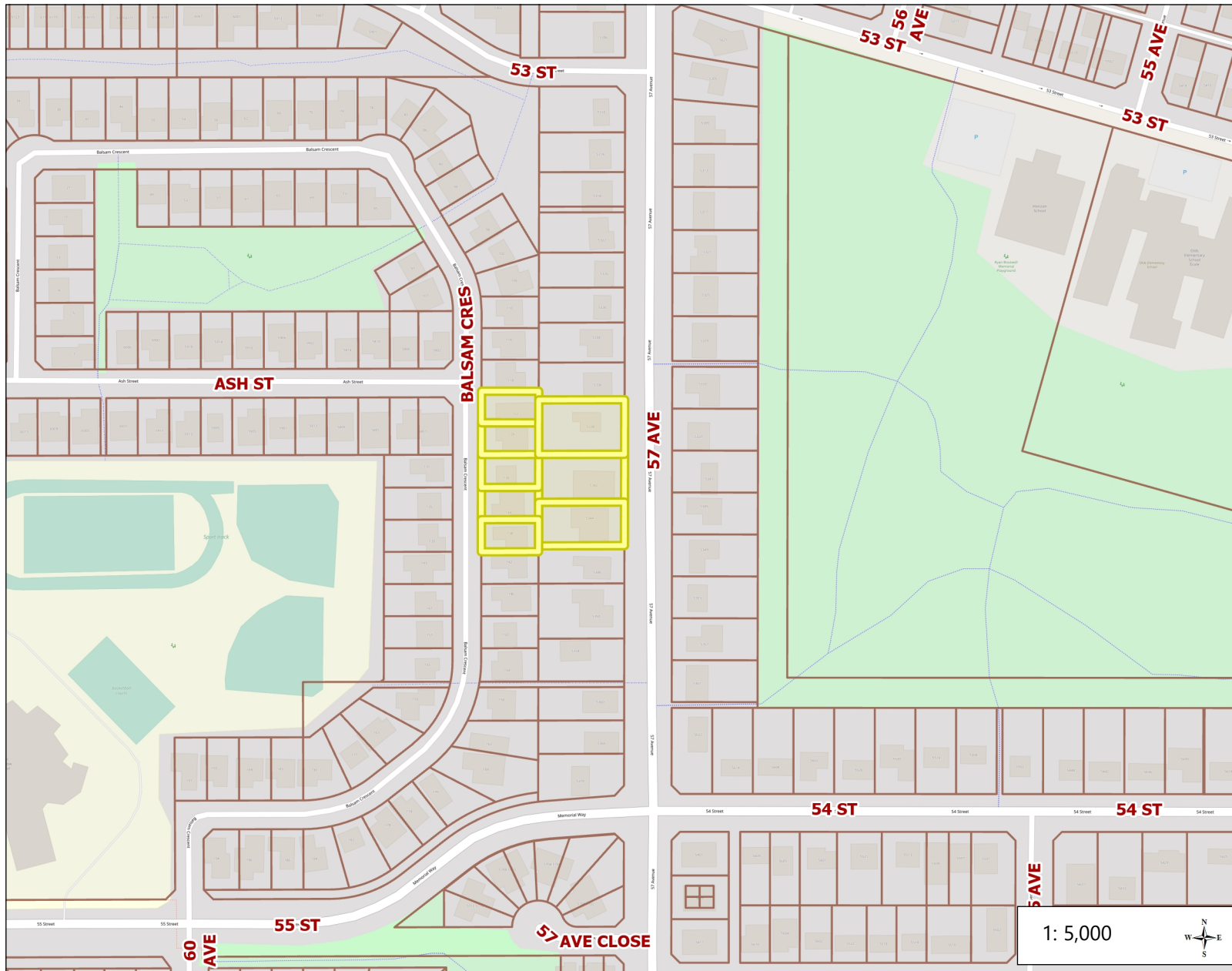
General Purpose:	To provide an area for low density residential development in the form of detached dwellings and compatible uses, herein listed, which are connected to the municipal sewer and water systems.	
Permitted Uses:	Accessory residential buildings	
	Day home facility – limited	[2008-07]
	Detached 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>

Town of Olds



Legend

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

Notes

DP23-119 5342 57 Avenue Variance - Deck

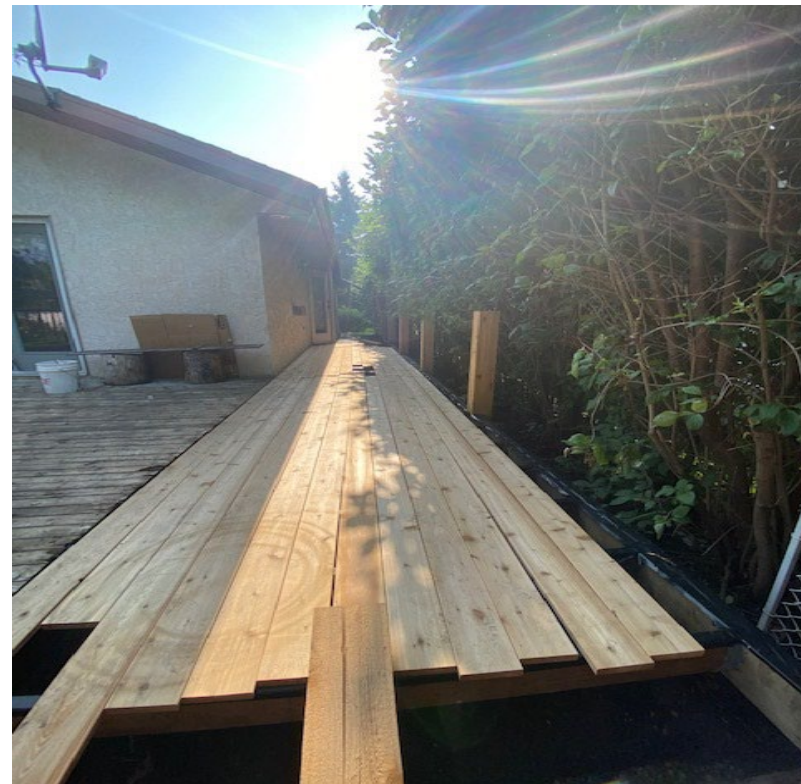
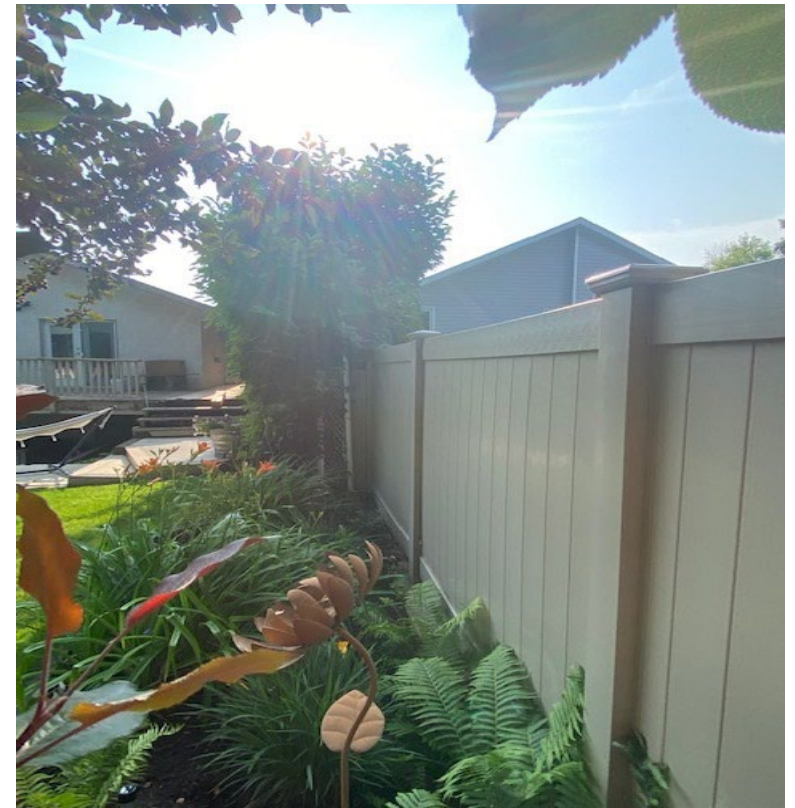
0.3 0 0.13 0.3 Kilometers

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

Town of Olds Regular and Closed Council Meeting Monday, August 28, 2023.



DEVELOPMENT PERMIT DP23-119

Proposal: Side & Rear Yard Deck – South Side

Deemed Use: Permitted Use – Residential Addition

Land Use Bylaw Designation: R1 - Low Density Residential

Civic Address: 5342 57 Avenue

Legal Description: Lot 10A, Block 1, Plan 901 0370

Applicant / Owner: Rickie Rosenberger

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

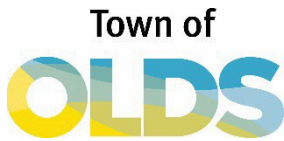
1. The development must be constructed in accordance with the approved plans and conditions. Any revisions to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority.
2. A variance was granted to allow the deck to remain at a setback of 0.54m from the south side property line.
2. 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.
3. 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.
4. 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: August 28, 2023

Date of Notice in Newspaper: August 29, 2023

Effective Date of Permit: September 18, 2023 (after 3-week appeal period)



Request for Decision

DP23-120 Fitness Centre (Boxing/Exercise Gym)

Council Meeting Date: August 28, 2023

RECOMMENDATION

That Council approve Development Permit application 23-120 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.
3. *Land Use Bylaw No. 01-23* – Schedule B, Section 2.3(13) Upon receipt of an application for a development permit in a Direct Control District, the Development Authority shall review the application and forward its comments and recommendations thereon to Council.

BACKGROUND

Land Use Bylaw amending Bylaw 2018-12 designated the subject property as Highway Commercial A District (CHA) which is a land use district to provide an area for commercial uses and other uses, herein listed, which are compatible with the area, adjacent to a major thoroughfare, which will create an attractive environment, primarily accessible to motor vehicles.

The applicant is requesting that a Fitness Centre (Boxing/Exercise Gym) be approved. A Fitness Centre is considered a discretionary use in this District at 3 & 4, 4526 49 Avenue. Council is the Development Authority for discretionary use.

PROPOSAL

The proposed Fitness Centre may offer boxing, personal training, group classes and fitness class for anyone in units 3 & 4, 4526 49 Avenue.

This building is located adjacent to 49 Avenue and R3- Medium Density Residential to the east and the National Canadian Railway to the west. The property north of this location is IB- Industrial Business District and to the south is CHA Highway Commercial A District.

RISK/CONSEQUENCES


1. Council may approve Development Permit 23-120 as presented, subject to the conditions listed in the attached draft development permit or with amendments.
2. Council may refuse Development Permit 23-120 and provide a detailed rationale for their decision.
3. Council may provide direction to Administration to gather more information about this application and table it until a future Council meeting, providing the applicant agrees to sign an extension of the application timeline.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. CHA - Highway Commercial A District - Excerpt from Land Use Bylaw
2. Site Context/Aerial Imagery
3. Building Plans
4. Draft Development Permit 23-120

Author: Shari Edgington CET, Development Officer	Date: August 22, 2023
Director Signature: Scott Grieco, Director of Operations	Date: August 22 2023
CAO Signature: 	Date:

HIGHWAY COMMERCIAL A DISTRICT (CHA)

General Purpose:	To provide an area for commercial uses and other uses, herein listed, which are compatible with the area, adjacent to a major thoroughfare, which will create an attractive environment, primarily accessible to motor vehicles. This District is located adjacent to residential uses and, as such, any external, objectionable or dangerous conditions beyond the parcel boundary shall be minimised so as to reduce impacts to neighbouring parcels.	
Permitted Uses:	Automotive repair & services	[2014-17]
	Business support services	
	Cannabis Retail Sales	[2018-37]
	Convenience food store	[2014-17]
	Financial services	[2014-17]
	Gas bar	[2014-17]
	Indoor merchandise sales	[2015-21]
	Liquor store	[2014-17]
	Personal services	
	Professional, financial and office support services	
	Restaurants	
Discretionary Uses:	Accessory buildings	[2014-17]
	Accessory uses	
	Car wash	[2013-02]
	Drive through	[2013-02]
	Drive-in businesses	
	Dwelling unit for the occupancy of the owner, operator or caretaker	
	Fitness Centre	[2014-17]
	Funeral Home	
	Hotel / Motel	[2014-17]
	Instructional Facility	[2013-07]
	Mechanized excavation, stripping & grading	[2013-07]
	Parking facilities	
	Public and quasi-public uses	
	Public utility buildings	
	Recycling drop off	[2013-07]
	Sales and service outlets for automobiles, trucks, recreation vehicles and manufactured homes	
	Sales and service outlets for farm equipment	
	Schools	[2013-07]
	Signs	
	Temporary buildings	
	Truck wash	[2013-02]
	Any use that is similar, in the opinion of the development authority, to the permitted or discretionary uses described above.	

The following regulations apply to all uses:

Performance Standards: (1) No use, operation, storage or activity may be undertaken which, in the sole opinion of the Development Authority constitutes a danger or annoyance to persons on the parcel, on public property, or on any other sites, by reason of the generation of:

Noise	Radiation hazards
Vibration	Fire and explosive hazards
Dust, and other particulate matter	Heat, humidity and glare
Smoke	Refuse matter
Odour	Water or waterborne waste
Toxic and noxious matter	Water or steam
Glare	High brightness light sources

Or any other activity in the sole opinion of the Development Authority is of an objectionable nature.

(2) Notwithstanding any other bylaw standards, limitations and exclusions, any and all generation of noise in this District shall be subject to the same standards, limitations and exclusions as in residential districts within the municipality.

Objectionable Items in Yard: No person shall keep or permit in any part of a yard

(1) Any inoperable or unregistered vehicle or any vehicle that is in a dilapidated or unsightly condition unless it is suitably housed or screened to the sole satisfaction of the Development Authority, or

(2) Any object or chattel, which in the sole opinion of the Development Authority, is unsightly or tends to adversely affect the amenities of the neighbouring parcels, and

(3) All exterior storage shall be adequately screened from adjacent parcels to the sole satisfaction of the Development Authority.

Minimum Parcel Frontage: 15 m (49 ft) adjacent to a service or local road
46 m (151 ft) without a service road

Minimum Front Yard: 6 m (20 ft) adjacent to a service or local road

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

Minimum Rear Yard: 6 m (20 ft)

Maximum Parcel Coverage: 55%

Maximum Building Height: 10 m (33 ft)





Landscaped Area: A minimum of 15 percent of the parcel area shall be landscaped to the satisfaction of the Development Authority. A landscaping plan shall be submitted with the development permit application. At the discretion of the Development Authority, landscaping and/or screening may be required in any side or rear yard adjacent to a residential district. [2016-02]

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

Town of Olds



Legend

- Town Boundary
-  Hwy 2A Symbol
- Hwy 2A
-  Hwy 27 Symbol
- Hwy 27
-  Railway
- Road Labels
- Block Text Line
- 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

5402 43 Street Site Context /Aerial Imagery

Town of Olds Regular and Closed Council Meeting Monday, August 28, 2023.

PLAN No.

CONTENTS AND INDEXES

5

AUTHOR'S ADDRESS:

A. D. BRETHERTON III

Sheet 2 of 2

**Town of Olds, Alberta
Plan of Survey Showing
Condominium Plan**

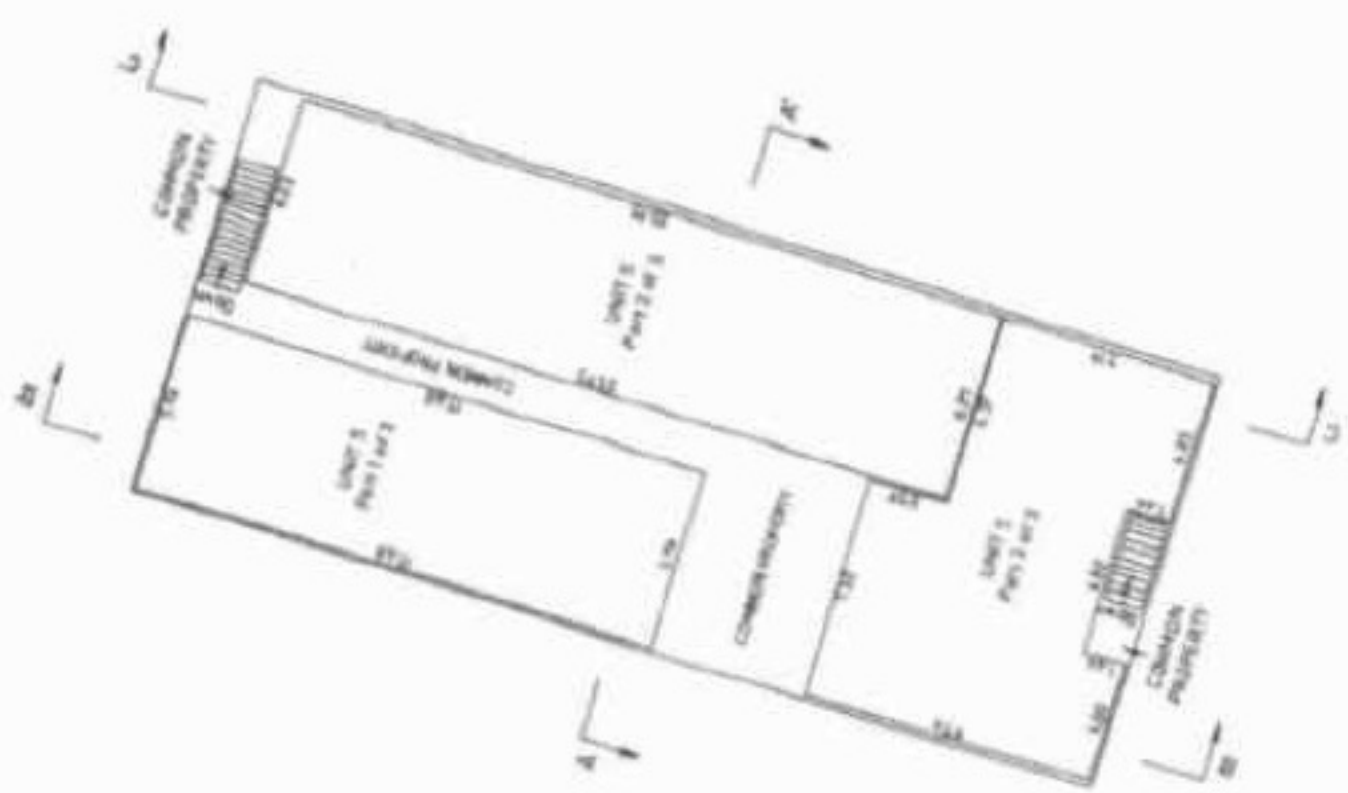
Lot 3, Plan 771 0400

Within

S.E. 1/4 Sec.5, Twp.33, Rge.1, W.5M.

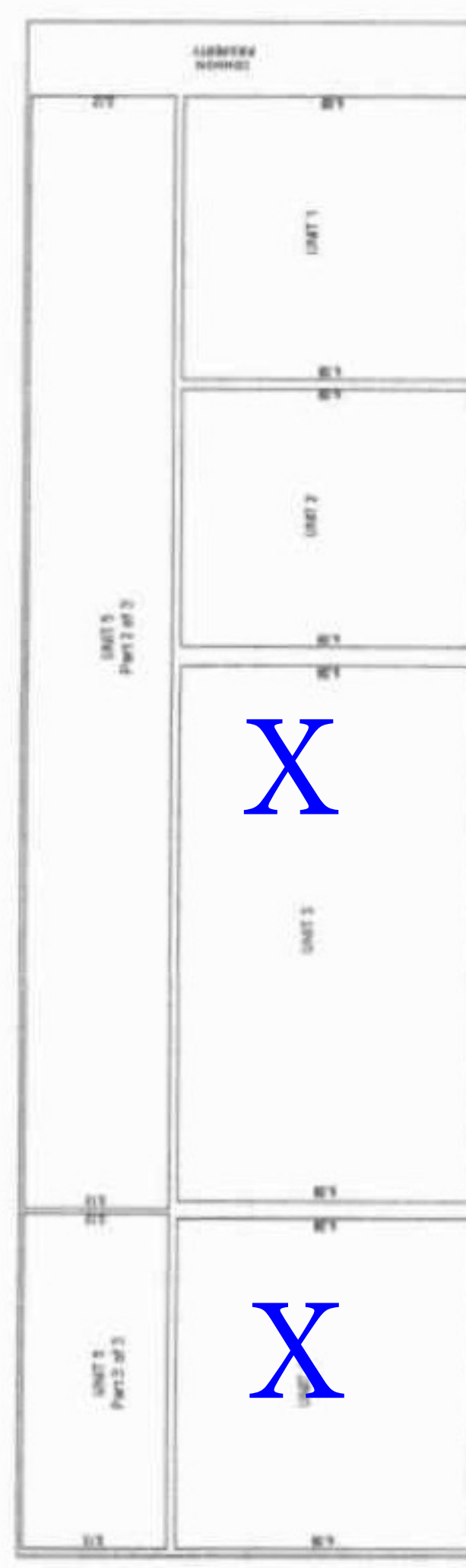
By: James G. Durant ALS, 2022

Scale: 1:2500



SCHEDULE OF UNIT FACTORS & AREAS		
UNIT NUMBER	UNIT FACTOR	UNIT AREA (sq. ft.)
1	254.1	97.2
2	364	37.9
3	100.1	154.4
4	100.0	92.2
5	4.230	26.51
Total	508.20	287.2

NOTE:
The LIME Factors were assigned proportionately based on the individual area of that Unit within the combined total area.



Advertiser	Product	Estimate #	Dates	Length	Spots/Week	Start Date	End Date	Day	Time	MTWTFSS	Spots	Rate	Total	Comments
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Th	10:00-10:30	---1---	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Fr	10:00-10:30	----1--	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Sa	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Su	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Mo	10:00-10:30	-1-----	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1000	10/10-10/10	30	1	10/10	10/10	Tu	10:00-10:30	-----1-	1	\$1,000	\$1,000	AT&T
AT&T	AT&T	1												

DEVELOPMENT PERMIT DP23-120

Proposal: Fitness Centre (Boxing/Exercise Gym)

Deemed Use: Fitness Centre

Land Use Bylaw Designation: CHA Highway Commercial A District

Civic Address: 3 & 4, 4526 49 Avenue

Legal Description: Lot 3, Block -, Plan 771 0400

Applicant / Owner: Kimberly Bautisa/1004329 Alberta Inc.

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.
2. 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.
3. 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.
4. A Permit Service Report stating that the building complies with the Alberta Building Code shall be provided to the Town of Olds Development and Planning Department prior to occupancy of this space.

Additional Information

1. The applicant shall apply for a building permit to ensure that all requirements of the Building Code are met prior to occupying the building.

Shari Edgington CET, Development Officer

Date of Decision: Regular Council Meeting, August 28, 2023

Date of Notice in Newspaper: August 29, 2023

Effective Date of Development Permit: September 18, 2023



Town of

Request for Decision

DP23-123 – Day Care Facility - Neighborhood

Council Meeting Date: August 28, 2023

RECOMMENDATION

That Council approve Development Permit application 23-123 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.
3. *Municipal Government Act* – Chapter M-26, Part 17, Division 5 Section 642(2) At the discretion of the Development Authority, permitted pursuant to section 640(2)(b)(ii) issue a development permit with or without conditions.

BACKGROUND

The Town of Olds Land Use Bylaw 01-23 designated the subject property as Low Density Residential District (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.

Council is the Development Authority for Discretionary Uses in the R1 District and this proposed Day Care Facility – Neighborhood is a Discretionary Use.

PROPOSAL

The applicant is requesting the approval to operate a Day Care Facility – Neighborhood (up to 15 children) in the existing Church as an accessory use. They are also requesting that Council waive the requirement of the owner/operator of the neighborhood day care to reside at the property (it will not be operating 24 hours a day) and allow it to be located on a corner lot. The

Day Care Facility – Neighborhood will operate on the main floor and will occupy 3 rooms of the Nazarene Church and will have one employee who lives off site. The Day Care will operate from Monday to Friday from 7am – 5:30pm and parking will be provided on site in the parking lot.

This property is directly adjacent to a lane and R2 General Residential District to the north of the parcel, adjacent to an 54 avenue and R1 Low Density Residential District to the east, adjacent to 53 Street to the south and an R3 Medium Density Residential District, and an R1 District to the west.

RISK/CONSEQUENCES


1. Council may approve Development Permit 23-123 as presented, subject to the conditions listed in the attached draft development permit or with amendments.
2. Council may refuse Development Permit 23-123 and provide a detailed rationale for their decision.
3. Council may provide direction to Administration to gather more information about this application and table it until a future Council meeting, providing the applicant agrees to sign an extension of the application timeline.

FINANCIAL CONSIDERATIONS

N/A

ATTACHMENTS

1. R1 – Low Density Residential - Excerpt from Land Use Bylaw
2. Site Context/Aerial Imagery
3. Site Plan
4. Draft Development Permit Conditions 23-123

Author: Shari Edgington CET, Development Officer	Date: August 21, 2023
Director Signature: Scott Grieco	Date: August 22, 2023
CAO Signature: 	Date:

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

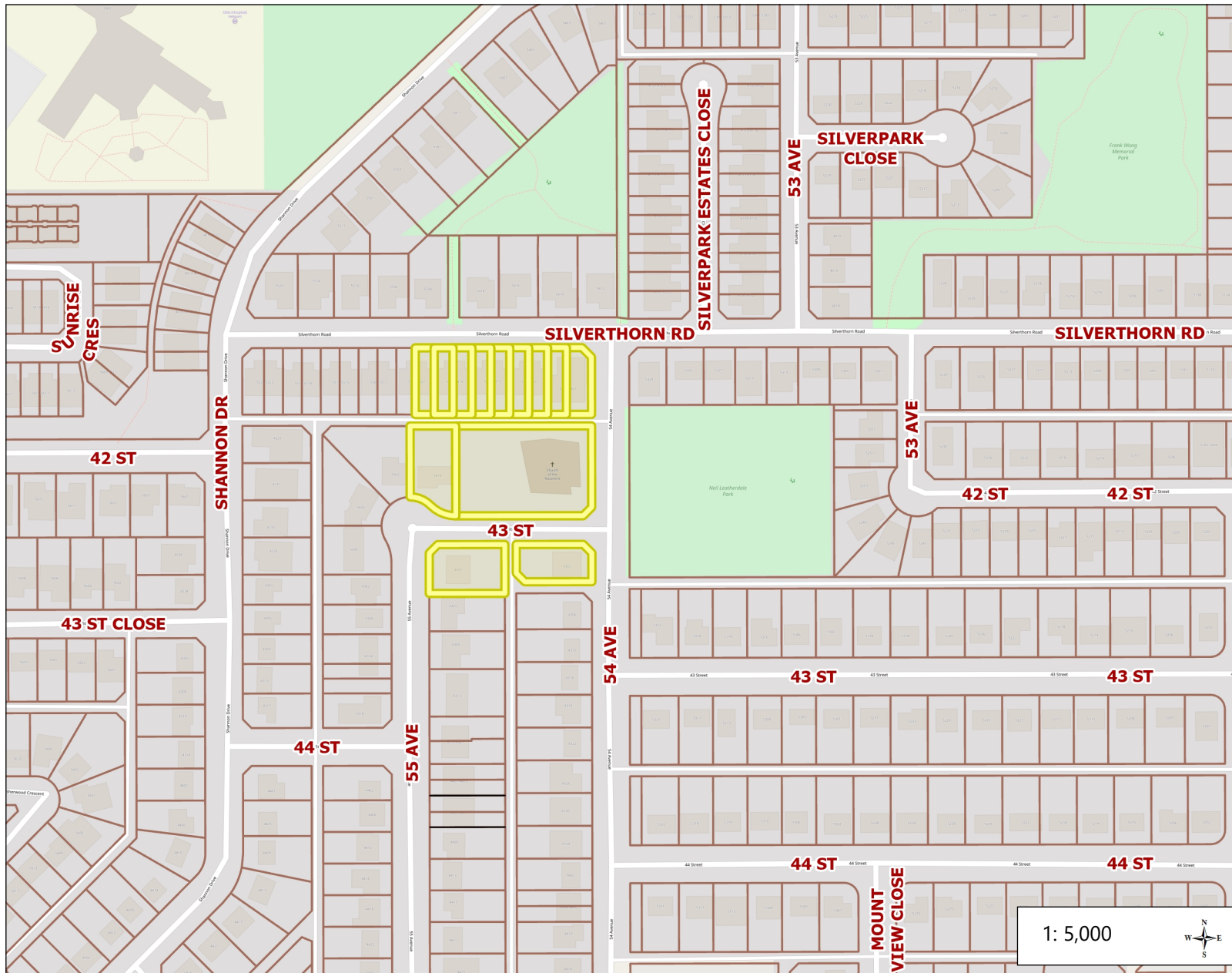
General Purpose:	To provide an area for low density residential development in the form of detached dwellings and compatible uses, herein listed, which are connected to the municipal sewer and water systems.	
Permitted Uses:	Accessory residential buildings	
	Day home facility – limited	[2008-07]
	Detached 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>

Town of Olds



Legend

- Town Boundary
- Hwy 2A
- Hwy 27
- Railway
- Road Labels
- Block Text Line
- 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

5402 43 Street DP23-123

Town of Olds Regular and Closed Council Meeting Monday, August 28, 2023.

Town of Olds



Legend

- Town Boundary
- Hwy 24 Symbol
- Hwy 2A
- Hwy 27 Symbol
- Hwy 27
- Railway
- Road Labels
- Block Text Line
- Title Linework
- Parcels

1: 2,204



0.1 0 0.06 0.1 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

5402 43 Street

Town of Olds Regular and Closed Council Meeting Monday, August 28, 2023.

DEVELOPMENT PERMIT DP23-123

Proposal: Day Care Facility - Neighborhood

Deemed Use: Discretionary Use

Land Use Bylaw Designation: R1 – Low Density Residential District

Civic Address: 5402 43 Street

Legal Description: Lot 14, Block 8, Plan 7389JK

Applicant/Owner: Michelle Sheik Amamuddy/Church of Nazarene

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

1. The development must be constructed in accordance with the approved conditions. Any revisions to the approved conditions must be submitted for approval to the Development Authority.
2. 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.
3. This Day Care Facility - Neighborhood shall be carried out so that the privacy and enjoyment of neighbouring residents is not compromised.
4. The Day Care facility shall provide care up to (15) children.
5. No more than two (2) non-residents may be employed by the day care facility.
6. The on-site play area of the neighborhood day care facility, shall be fenced to the satisfaction of the Development Authority and meet the requirements of the Alberta Building Code and Alberta Provincial Day Care Regulations.
7. A minimum distance of 0.2 kilometres shall be maintained between neighborhood day care facilities.
8. One (1) on-site parking space per employee is required in addition to the parking requirement for the Church's use.
9. One (1) non-illuminated fascia sign affixed to the principal building, with a maximum face area of 0.4 m² (4 ft) is permitted. A development permit shall be obtained prior to erecting any site signage.
10. The day care shall be in full compliance with the Alberta Provincial Day Care Regulations, if applicable.

11. Refuse shall be stored in appropriate containers which shall be located to the satisfaction of the Development Authority.
12. 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.
13. Use and development of the subject site shall conform to all other applicable requirements of the Town of Olds Land Use Bylaw 01-23 except where a relaxation has been expressly granted.

Shari Edgington CET, Development Officer

Date of Decision: August 28, 2023

Date of Notice in Newspaper: August 29, 2023

Effective Date of Permit: September 18 (after 3-week appeal period)



Request for Decision

75

Reports from Council, Authorities, Boards Committees and Commissions

August 28, 2023

RECOMMENDATION

That the reports from Council, Authorities, Boards, Committees and Commissions ending August 28, 2023, be received for information.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

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

BACKGROUND

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

Central Alberta Economic Partnership (CAEP)	Municipal Planning Commission (MPC)
Emergency Advisory Committee	Olds Citizens' on Patrol
Emergency Management	Olds Fibre Ltd Board of Directors
Inter-municipal Cooperation Committee (ICC)	Olds & District Chamber of Commerce
Mayors of South-Central Alberta (Verbal Report)	Olds Municipal Library Board (OML)
Mountain View Regional Waste Management Commission (MVRWMS)	Parkland Community Planning Services (PCPS)
Mountain View Regional Water Services Commission (MVRWSC)	Parkland Regional Library Board (PRL)
Mountain View Seniors' Housing (MVSH)	Red Deer River Municipal Users Group (RDRMUG)
Municipal Area Partnership (MAP)	South Red Deer Regional Wastewater Commission (SRDRWC)

RISK/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

✓ **Approved by budget**

☐ **New = Budget Adjustment**

Cost	Funding Source (budget/in kind/grant) with G/L Code
Council Personal Development Plans	2023 Operation Budget
Total Cost	

ATTACHMENTS

Various minutes are attached

Author:	Marcie McKinnon Legislative Clerk	Date: August 23, 2023
CAO Signature:	Brent Williams	Date: August 23, 2023

Council Report – July & August 2023

Submitted by Councillor Heather Ryan

MVSH – Attended the Mountain View Seniors Housing Board meeting on July 6, of key note was a presentation by our insurance broker and the board approved a stronger cyber insurance program; the board learned that MVSH is experiencing an increase in occupancy and all of its Lifestyle suites (formerly Life Lease) are filled; the MVSH annual business plan has been submitted to the province; and the board is undertaking a long overdue review of its policies.

CAO Stacey Stilling and myself as Board Chair attended a meeting with Jason Nixon, newly appointed Minister of Seniors, Community and Social Services, on July 5. Together we discussed the Lodge Program review and the Lodge Assistance Program and we offered Minister Nixon our assistance with the review. On July 24, attended an announcement at MVSH's Sundre Lodge by Minister Nixon of \$68 million for the second round of Affordable Housing Partnership Program.



Minister's Stampede BBQ – At the mayor's request in her and the deputy mayor's absence, I and Councillor Blatz accepted an invitation to a Stampede BBQ hosted by Minister of Transportation and Economic Corridors Devin Dreeshen on July 9.

The event was attended by multiple cabinet ministers as well as Premier Danielle Smith. Councillor Blatz and I were able to meet with several ministers and we invited them to visit Olds including the Premier and Minister Dreeshen, Health Minister Adriana LeGrange, Advanced Education Minister Rajan Sawhney and Agriculture

Minister RJ Sigurdson (who we learned would be coming to Olds to attend the ORE's Summer Synergy ... we also greeted him at that event on July 13.) We also informed Minister Sigurdson of the Olds College AgSmart expo on Aug. 1 and 2 and understand he attended that as well. We also greeted and spoke with Finance Minister Nate Horner, Seniors, Community and Social Services Minister Jason Nixon, and Deputy Premier and Minister of Public Safety and Emergency Services Mike Ellis.

Minister Dreeshen addressed economic development and his desire to hear from people on what the government can do to help them to invest in Alberta, create jobs and to get their products to market. The economic corridor he said

was a line on the map that signals open for business to new projects across the Prairies, and the government is looking north and has opened discussions to help Alberta gain Arctic access and for northern territories to have better ties south. Alberta is uniquely blessed and is now driving Canada's future, he said.

Premier Smith noted in her comments the government is working to first identify ports that Alberta wants to get to in order to move products, then will work with First Nations partners and other governments to get there. She stressed that she was “not going to allow Quebec to have a veto on our decisions, our pipelines.”

Olds College
AgSmart – Attended Olds College 4th annual AgSmart event on Aug 1 & 2 - an expo highlighting agriculture technology and data across the agriculture sector – which drew more than 3,000 people. AgSmart is an opportunity for producers and the ag industry to come together to learn, share and network.



The event also provided participants a chance to experience the Olds College Smart Farm, and while on the tour we learned about the many different applied research projects such as crop production, environmental stewardship and technology integration that are taking place on the 3,600 acres of land the College utilizes.

The expo featured 42 educational sessions from industry experts, covering topics from feed management technology and precision spraying technology to satellite imagery uses on farms and autonomous agriculture equipment. There were several technology demos including drone mapping and spraying and ride-and-drive the Claas' Axion tractor.

During the event, Olds College named Agriculture Financial Services Corporation (AFSC) Partner of the Year for 2023. This recognition celebrates AFSC's collaboration with the College which has played a pivotal role in advancing applied research.

The College also announced a new partnership with Australian-based Nufarm Agriculture Inc. to collaborate in the research, development, and testing of agriculture technologies and products at the Olds College Smart Farm. This

partnership marks the first Nufarm technology development station established in Canada and the global company is expected to invest \$1 million investment over the next three years.

The college also hosted an Induction Ceremony to celebrate the 2023 Hall of Fame and Hall of Merit award winners. The Hall of Fame winner was Nick Peters, a long-time college supporter who actually ran a saddle making class at the college in the 1980s that was so popular it only took 15 students but there was a waiting list of over 100; while the Hall of Merit winner was Alex Villeneuve, whose innovative idea of growing specialty mushrooms using spent brewers' grains in his Olds College dorm room has evolved into a successful business, Ceres Solutions.

Coffee with Councillors: Participated in the Coffee with Councillors sessions on Aug. 15 & 18. These were organized as a form of public engagement ... to allow council to have direct communication with residents. The two sessions I attended drew 17 residents with some of the main topics for discussion being snow clearing, traffic and speeding concerns and the recycling centre closure.

Other events attended – Olds fire department hosted a ceremony on July 5 for new recruits and welcomed its new deputy fire chief; ORE's Summer Synergy on July 13; Benefit Concert for Tornado victims in MVC on July 29; the grand opening of the Jean Statham Playground on Aug 17; council tour of the new Community Connection Centre on Aug. 24; Olds College Broncos golf tournament on Aug. 25; and P&P and Regular council meetings in July.



Darren Wilson report to council August 22, 2023

JULY 12, 2023 VIRTUAL PRESENTATION ECONOMIC DEVELOPERS ALBERTA

Presenters:

Amanda St. John, Manager of Business Attraction and Investment, Town of Caledon On

Alia Abbas, CWO/Foundere Alia Consulting, Mississauga On

Brandon Webb, Research and Marketing Economic Development Office, County of Brant On

Topic: Performance Measurement for Economic Developers

Total of 81 virtual participants, majority from municipalities with population 0-29,999

Analysis and research based on 28 EDOs across Ontario as well as best practice review of performance measurement

WHY: Performance measurement necessary to evaluate impact of initiatives and respond to Council and Management

Top 5 outcomes to measure performance:

- 73% number of partnerships formed
- 60% number of new businesses
- 60% number of businesses supported
- 60% communication channel reach and engagement
- 53% funding dollars received.

Outcomes used to measure performance

- Square feet of development
- Financial impact (tax assessment change; development revenues & non-res permit values)
- Job/employment count
- Number of new businesses and start ups
- Business expansion and business license growth
- Real estate market data (vacancy rate; land values)
- Sector and population growth/decline
- Innovation and emerging technology
- Sustainability initiatives

Data Sources include:

Building permits; media; employment and local business surveys; Stats Canada; real estate market reports; external business research platforms; internal customer relationship management

Common identified obstacle to Economic Development is lack of budget and resources.

Traditional economic indicators do not accurately measure economic development initiatives. **Key challenge is performance measurement for economic recovery.**

Key economic recovery metrics include:

Government programs; employment rate; support for start ups and entrepreneurship; trade; consumer habits; construction and development of housing projects; support for at risk population; tourism and visitor spending; investment and capital inflows

Supply chain management becoming increasingly important for business survival. Area of focus include supplier performance; transportation costs; supplier diversity; sustainability metrics and supply chain risk assessment

Keys for success:

Invest in tools and resources; borrow metrics from other disciplines to measure initiatives; no single, one size fits all strategy.

AUGUST 15, 2023 COFFEE WITH COUNCILLORS

Council Members: Wilson; Ryan; Blatz

Attended by 8 residents

Themes & key messages:

Variance for neighborhood fence height and notification period

Snow removal for sidewalk and green space maintenance for public areas maintained by town and adjacent to private residence. Supervision of town staff

Traffic enforcement: visibility of law enforcement; speed and acceleration; more 4-way flashing stop signs. Area of concern intersection of 57 Ave and 54 st and “S” curve heading west on 54st towards middle school from 4 way stop. Town vehicle speeds

Trees limiting visibility on east side of 65 Ave and 51 st

ORE noise from flat track tracing

Uptowne core snow removal and windrow from sidewalk to roadway

Roadway leading to Chinook Estates and parking congestion on both sides of street; maintenance and upkeep of non-developed lots and roadway

ONET frustration

Miller Meadows: allowance for easements/green space; status of pond; why no R1 in revised ASP

Solid waste removal: designate 1 day per month for curb side branch pick up; construction materials; can volunteers assist with oversight of central recycle drop off facility.

OLDS AND DISTRICT CHAMBER OF COMMERCE BOARD MEETING – AUGUST 16, 2023

length of meeting: 1.5 hours

Chamber has a vacancy for part time 3-days per week administrative support – search underway.

On- line chamber platform continues development. Target for live start September 2023. Looking for testimonials and pictures to add to website platform.

Olds College residence near capacity. Over 100 international students compared to 40 in previous years....many in hospitality program. College has converted some residence to have bunk beds

Suggestion to perhaps look at setting up 'camp' similar to remote oil field with trailers for housing; wash and dining

Member to member program roll out continues with participating businesses.

Small business awards nomination deadline extended from august 15 to august 31. Encourage people to nominate....information including categories and nomination forms on Olds & District Chamber of Commerce website:

[Olds & District Chamber of Commerce \(oldsalberta.com\)](https://oldsalberta.com)

Categories include: innovation award; community spirit of the year award; best new business; business of the year; people's choice and youth employee of the year

Small Business Awards scheduled for October 19 and Olds Legion

Business Beer and Blue Jeans scheduled for September 27 and Werklund Agriculture and Technology Centre

Recent Chamber golf tournament successful: 38 paid golfers; 14 major sponsors; 4 sponsors contributed gifts in kind and 10 sponsors contributed cash

Olds Chamber will be hosting pancake breakfast morning of September 16 in Canadian Tire parking lot

Also on August 16 Olds Community Football Day.....Huskies; Bulldogs and Spartans

MAYOR JUDY DAHL

Annual STANDING MEETINGS / conferences

- JUNE 27th OFL Annual General Meeting
- JULY 4th Council Policies & Priorities meeting
- JULY 10th Council Regular Meeting
- AUGUST 21st ONET Governance Committee meeting
- AUGUST 28th Special Council Meeting
- AUGUST 28th Council Regular Meeting

HIGHLIGHTS

- JULY 1st CANADA DAY PARADE & Volunteer with councillors
- JULY 5th Olds “New” Firefighters Bell Ceremony Staff with councillors
- JULY 13th Summer Synergy Evening of Excellence 4-H/Olds College with councillors
- JULY 15th Chevy Car Show Hildebrand Motors Mayor Choice Award
- JULY 16th Olds Hospice Memorial Butterfly Release “community”
- JULY 29th North Carstairs Tornado Benefit with councillors
- AUGUST 17th Ribbon Cutting new Jean Statham Playground Park with councillors
- AUGUST 19th Didsbury Elks Parade on behalf of Olds “community”
- AUGUST 20th Ukrainian Independence Day “community”
- AUGUST 24th Community Connection Centre TOUR with councillors

Minutes

Mountain View Regional Water Services Commission

Regular Meeting – AHWTP

June 15, 2023

9:00 A.M.

Members Present:

Chairman Lance Colby – Town of Carstairs
Vice-Chairman Robb Stuart – Town of Bowden
Gavin Bates – Town of Innisfail
Wanda Blatz – Town of Olds
John Baswick – Town of Didsbury
Justin Gustafson – Town of Crossfield alternate

Staff Present:

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

1. Call to Order

Chairman Lance Colby called the meeting to order at 8:59 a.m.

2. Adoption of Agenda

John Baswick moved to accept the June 15, 2023 Agenda.

Carried

3. Approval of May 2023 Regular Meeting Minutes

Wanda Blatz motioned to accept the May 2023 meeting minutes.

Carried

5. Reports

Lance Colby presented the Chairman's Report.

Tim Ainscough presented the Director of Operations Report.

Wes Olstad presented the Technical Manager's Report.

John Van Doesburg presented the Administrative Report.

Samantha Lafontaine presented the Financial Report.

Robb Stuart moved to accept the presented reports as information.

Carried

5. Business Arising from Minutes

a) Water Supply Policy Review

John Baswick moved to adopt the Water Supply Policy as presented.

Carried

6. New Business

a) Account Payable Policy Review

Gavin Bates moved to accept for information – to be presented to the board after the Auditor reviews.

Carried

b) Authorization for Unbudgeted/Unplanned Expenditures Policy Review

Wanda moved to accept the Authorization for Unbudgeted/Unplanned Expenditures Policy as presented.

Carried

c) ISO 14001 Update – Environmental Policy

John Baswick moved to accept the Environmental Policy as presented.

Carried

7. Information

8. Next Meeting July 12, 2023

9. Adjournment

Justin Gustafson moved to adjourn the meeting at 10:53 a.m.

Carried

Minutes

Mountain View Regional Water Services Commission

Regular Meeting – AHWTP

May 10, 2023

9:00 A.M.

Members Present:

Chairman Lance Colby – Town of Carstairs
Vice-Chairman Robb Stuart – Town of Bowden
Gavin Bates – Town of Innisfail
Wanda Blatz – Town of Olds
John Baswick – Town of Didsbury
Jerry Roberts – Town of Carstairs alternate

Staff Present:

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

1. Call to Order

Chairman Lance Colby called the meeting to order at 9:00 a.m.

2. Adoption of Agenda

Wanda Blatz moved to accept the May 10, 2023 Agenda.

Carried

3. Approval of April 2023 Annual General Meeting Minutes

Mike Knight motioned to accept the April Annual General meeting minutes.

Carried

4. Approval of April 2023 Regular Meeting Minutes

Gavin Bates motioned to accept the April Regular meeting minutes.

Carried

5. Reports

Lance Colby presented the Chairman's Report.

Tim Ainscough presented the Director of Operations Report.

John Van Doesburg presented the Technical Manager's Report.

John Van Doesburg presented the Administrative Report.

Samantha Lafontaine presented the Financial Report.

Wanda Blatz moved to accept the presented reports as information.

Carried

5. Business Arising from Minutes

a) Hydrogen Conference

Chairman Lance Colby, members Gavin Bates and Jerry Roberts, CAO John Van Doesburg and staff member Tim Ainscough reported on their experiences attending the Hydrogen Conference in Edmonton.

6. New Business

a) Budget Review/Amendment

Gavin Bates motioned to amend the Benefits/CRA portion of the current approved budget to \$100,000 for 2023 and the Pension portion of the current approved budget will be amended to \$150,000 for 2023.

Carried.

Mike Knight moved to amend the plant heat & electrical portions of the current agenda to include additional funds of \$170,000 for the 2023 year.

Carried

b) Water Supply Policy Review

John Baswick moved to accept the proposed revisions to the Water Supply Policy as information.

Carried.

c) Water Policy for Sales of Water Outside Municipal Boundaries of Member Communities Review

John Baswick moved to accept the proposed revisions to the Water Policy for Sales of Water Outside Municipal Boundaries of Member Communities as information.

Carried.

7. Information**a) EI Reduction Program Approval**

Samantha Lafontaine reviewed the Service Canada EI Reduction Program approval letter.

MVRWSC thanked Samantha for the work involved.

Robb Stuart moved to accept the EI Reduction Approval letter as information.

Carried

8. Next Meeting June 14, 2023**9. Adjournment**

John Baswick moved to adjourn the meeting at 10:46 a.m.

Carried

Chairman

Manager



BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of July 6, 2023

Key Messages

- The Board held their scheduled meeting in-person at the MVSH Administration Office Boardroom in Olds, Alberta from 1:00-4:30 pm.
- A representative from Acera Insurance conducted a presentation to the Board, who is pleased with the positive start to building a strong professional relationship with MVSH's new insurance broker.
- The Board noted the Collective Bargaining Agreements for the Olds and Sundre Union groups have been ratified and that MVSH is now working on completing the implementation process.
- The Board has approved a new rental strategy to increase occupancy at Chinook Winds Lodge in Carstairs and is looking forward to seeing the impact of this change.
- The Board was pleased to see that there has been an increase in interest and admissions activities at the MVSH Lodge facilities.
- Board Chair, Heather Ryan and MVSH CAO, Stacey Stilling had a positive meeting on July 5, 2023 with Honourable Jason Nixon, ECA, MLA, Minister of Seniors and Community Social Services and his staff.
- The Board reviewed the 2024 budget assumptions as part of the initial processes of building the 2024 Budget.
- The Board acknowledged that the MVSH 2024-2025 Business Plan was successfully submitted to the Provincial Government prior to the June 30, 2023 deadline.

Next MVSH Board Meetings

The next regular Board meeting will be held on Thursday, September 21, 2023 starting at 1:00 PM in the MVSH Administration Offices boardroom in Olds, Alberta (or by Zoom Conference Call if required).

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



Request for Decision

Chief Administrative Officer Report

August 28, 2023

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

The purpose of this RFD is to adopt the Chief Administrative Officers verbal report to council for information.

RISK/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS – N/A

ATTACHMENTS

1. Report A Problem (RAP) Statistics
2. Health and Safety Statistics
3. Council Action Item List
4. O-NET Shareholder Update August 2023

Author:	Marcie McKinnon Legislative Clerk	Date: August 15, 2023
CAO Signature:	Brent Williams	Date: August 23, 2023

Start
4-Jul-23

End
28-Jul-23

91

2023 RAP Summary			
Type of Problem	Number Received	Problems Closed	Problems Open
Bylaw: Animals	1	0	1
Bylaw: Other Enforcement	5	0	5
Bylaw: Parking	0	0	0
Bylaw: Unsightly Property	0	0	0
Ops: Road Issues	7	3	4
Ops: Back Alleys	4	3	1
Ops: Sidewalks	3	2	1
Ops: Utilities & Garbage Collection	1	0	1
Ops: Drainage	5	5	0
Other	9	6	3
P&R: Olds Aquatic Centre	0	0	0
P&R: Sportsplex	0	0	0
P&R: Parks & Trails	18	16	2
Town Administration	1	0	1
Traffic: Speed	0	0	0
Total	54	35	19

Health and Safety: Incident and Near Miss Report

92

Type	Department	Date	Category	Nature of Incident
Incident	Parks & Recreation	2023-01-04	Personal injury	Slip/Trip/Fall
Incident	Parks & Recreation	2023-01-05	Equipment/Mechanical	Damage
Incident	Community Services	2023-01-09	Personal injury	Sprain/Strain
Incident	Parks & Recreation	2023-01-11	Violence/Harassment/Threat	Violence/Harassment/Threat
Incident	Parks & Recreation	2023-01-23	Property	Damage
Incident	Parks & Recreation	2023-01-24	Equipment/Mechanical	Damage
Incident	Operations	2023-02-01	Property	Damage
Incident	Operations	2023-02-07	Property	Damage
Incident	Operations	2023-02-08	Property	Damage
Incident	Protective Services	2023-02-09	Vehicle	Driving
Incident	Parks & Recreation	2023-03-01	Personal injury	Sprain/Strain
Incident	Parks & Recreation	2023-03-03	Personal injury	Sprain/strain
Incident	Parks & Recreation	2023-03-08	Vehicle	Driving
Near Miss	Operations	2023-03-14	Equipment/Mechanical	Driving
Incident	Operations	2023-03-27	Equipment/Mechanical	Damage
Near Miss	Operations	2023-03-28	Personal injury	Sprain/Strain
Incident	Parks & Recreation	2023-05-10	Personal injury	Cut/Laceration
Incident	Parks & Recreation	2023-05-10	Personal injury	Cut/Laceration
Incident	Protective Services	2023-05-12	Vehicle	Damage
Incident	Parks & Recreation	2023-05-15	Equipment/Mechanical	Damage
Near Miss	Parks & Recreation	2023-05-23	Vehicle	Driving
Incident	Parks & Recreation	2023-05-26	Personal injury	Cut/Laceration
Incident	Parks & Recreation	2023-06-12	Personal injury	Cut/Laceration
incident	Parks & Recreation	2023-06-12	Equipment/Mechanical	Damage
incident	Operations	2023-06-15	Personal injury	Sprain/Strain
Near Miss	Parks & Recreation	2023-06-18	Vehicle	Driving
Incident	Parks & Recreation	2023-06-21	Equipment/Mechanical	Damage
Incident	Parks & Recreation	2023-06-23	Vehicle	Driving

Total Reports this Period:	28
Total Reports to Date:	28

Council Action Items

93

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	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	



CAO Report O-NET Shareholder Update

August 2023

- ESPIAL TV Conversion is underway with BETA testing now rolled out to numerous subscribers. Full implementation should begin in Q4.
- O-NET Parties in the Park were well attended.
- Board candidate interviews are underway with the governance committee.
- A senior network administrator has been hired.
- New market penetration is ongoing with the TV platform implementation a key piece of that.
- Debenture payment is scheduled to be made October 1st and no cash flow issues are expected.
- Future cash injection is TBD.
- Closed Session item today to discuss board appointments.



Request for Decision

Correspondence and Information

August 28, 2023

RECOMMENDATION

That the Correspondence and Information Report ending August 28, 2023, 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 direction to Administration on any item contained in this report.

LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:

ITEM #	FROM / TO	REGARDING
A	Alberta Municipal Affairs: Ric McIver	Municipal Sustainability Initiative Allocations
B	Town of Olds to Minister McIver	Congratulations & Invitation
C	Minister McIver's response to Town	Invitation Response
D	July 25, 2023 article from The Albertan	MLA Nixon Announcement – Affordable Housing
E	Alberta Heath Services	Lab Services Transition to Alberta Precision Laboratories
F	Alberta Heath Services	Indigenous Support Line Launch in the Central Zone
G	Alberta Municipal Affairs: Minister McIver	2024 Fire Services Training Program Grant

RISK/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS – n/a

ATTACHMENTS - Correspondence and Information packet is attached.

Author:	Marcie McKinnon Legislative Clerk	Date: August 23, 2023
CAO Signature:	Brent Williams	Date: August 23, 2023



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR111593

July 7, 2023

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

Dear Mayor Dahl:

Further to my predecessor's letter of March 2, 2023, a strong partnership between the province and local governments remains a key priority for the Government of Alberta. To that end, I am pleased to confirm the allocation amounts to your community for the Municipal Sustainability Initiative (MSI) Capital and Operating programs, and the Canada Community-Building Fund (CCBF) program.

For the Town of Olds:

- The **2023 MSI Capital allocation is \$1,016,622.**
- The **2023 MSI Operating allocation is \$152,920**, double the 2022 allocation amount.
- The **2023 CCBF allocation is \$574,933.**

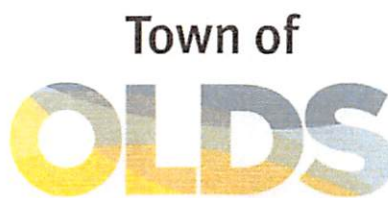
MSI and CCBF funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at open.alberta.ca/publications.

I look forward to working together with you to support your local infrastructure and operating needs, and building strong, vibrant communities across Alberta.

Sincerely,

Ric McIver
Minister

cc: Brent Williams, Chief Administrative Officer, Town of Olds



OFFICE OF THE MAYOR

RECEIVED

JUL - 5 2023

Office of the Minister
Municipal Affairs

June 29th, 2023

The Honourable Ric McIver
Minister of Municipal Affairs
Office of the Minister, Municipal Affairs
320 Legislature Building
10800-97 Avenue
Edmonton, AB T5K 2B6

RE: Congratulations and Invitation to meet with Town of Olds Council

Dear Minister McIver,

The Town of Olds Council wishes to congratulate you on your return to Minister of Municipal Affairs. At the Town of Olds Regular Council Meeting June 26th, 2023 the following motion was passed. "Moved by Councillor Daley, "that Council direct administration to prepare a response to Minister McIver to congratulate him on his role and extend an invitation to attend an Olds Council meeting."

We wish to extend an invitation to have you attend a Regular Council Meeting or Policies and Priorities Meeting.

To aide in your scheduling, below is an overview of our Council meeting dates scheduled for 2023.
2023 Regular Council Meetings: **2023 Policies & Priorities Meetings:**

	1:00 p.m.
July	10
August	28
September	11, 25
October	10(Tuesday)

	1:00 p.m.
August	N/A
September	5 th (Tuesday)
October	2 nd

To make formal arrangements for your visit, please contact Chylla Nault – Executive Support to CAO and Council at cnault@olds.ca or alternatively, at 403-507-4814.

Again, we thank you for your valuable contributions and we anticipate your visit in the coming months.

Sincerely,

Her Worship,
Judy Dahl
Mayor - Town of Olds

cc: Mayor's Read Board



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR111889

July 20, 2023

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

Dear Mayor Dahl:

Judy

Thank you for your letter of June 29, 2023, congratulating me on my appointment as Minister of Municipal Affairs and inviting me to attend a town council meeting or policies and priority meeting.

I recognize the efforts being taken by the Town of Olds and municipalities across Alberta to build stronger communities, and to achieve common goals that benefit your community, the region, and the people of Alberta.

Unfortunately, my schedule prevents me from attending the meetings you have proposed at this time. However, I would be pleased to meet with you during the Alberta Municipalities convention taking place in Edmonton from September 27-29, 2023. My ministry's engagement team will be in touch with your office a few weeks before the convention to schedule a meeting with you and your council.

Thank you again for writing.

Sincerely,

Ric McIver

Ric McIver
Minister

*Please get me a schedule of
your council meetings
I will attempt to
get there
Ric*

MLA Nixon announces affordable housing funding

BY Dan Singleton, *MVP Staff*

SUNDRE - New funding being made available for affordable housing projects in the province should benefit rural families and individuals, including seniors in this region, says Jason Nixon, Sundre-area MLA and minister of Seniors, Community and Social Services.

Nixon announced \$68 million in funding under the Affordability Housing Partnership Program (AHPP) during a press conference at the Sundre Seniors Supportive Living Facility Monday morning.

The new funding will support innovative and sustainable affordable housing solutions for low-income Albertans, with public, non-profit and private sector partners able to now submit affordable housing projects for funding until Oct. 16, he said.

"The rising cost of living that we are seeing across the country is increasing the demand for these affordable hous-

ing options," said Nixon. "By working together with municipal, non-profit and private sector partners, we will ensure we can deliver a variety of affordable housing options to meet local needs.

"The projects that the (AHPP) is supporting represents a major investment in our communities to help meet the housing needs of thousands of individuals, seniors and families, no matter if they live in the city or in a small town like Sundre."

Projects eligible include specialized housing, mixed income development, and mixed use development, he said, noting the funding will support the construction of new housing as well as renovation of existing properties.

All funding applications will be assessed based on the local community needs, ability to achieve outcomes for Albertans with low income and value for taxpayer money, he said.

Asked by the *Albertan* whether any of the new funding will go towards a new seniors lodge in Carstairs, he said that's

possible.

"Whether this announcement will specifically end up having an impact on the Carstairs lodge question will be determined based on whether or not Carstairs and Mountain View Seniors' Housing (MVSH) applies though this program potentially to use this funding towards that goal," he said.

Monday's press conference also included representatives from MVSH, which owns and operates seniors facilities and other housing units in the district, including in Carstairs, Olds, Didsbury and Sundre.

MVSH chief administrative officer Stacey Stilling said, "This announcement of additional funding of \$68 million will provide needed opportunities for all of us to work together in partnerships, to do the best we can to ensure more people have access to affordable places to call home. The need for affordable housing continues to be high."

The creation of more affordable housing "leads to increased dignity, well-

being, security and furthers positive connection in community for those we serve," she said.

Asked by the *Albertan* if MVSH intends to apply for funding under the program to support a new Carstairs seniors lodge, she said that has yet to be determined.

"I think we will do some planning and talking about that," said Shilling.

Carstairs councillor and vice-chair of MVSH Marty Ratz said the new affordable housing funding is welcome.

Asked if MVSH will apply for AHPP funding toward a new Carstairs lodge, he said, "I think that is to be decided. We will have some discussions and only time will tell."

Monday's press conference also included representatives from the Alberta Seniors and Community Housing Association.

It is the second intake for applications under the AHPP; the first closed in January with \$124 million in funding made available for 30 projects.

Memorandum

Date: August 18, 2023

To: Municipal Leaders

From: Mauro Chies, President and CEO, Alberta Health Services
Karen Horon, Interim Board Director, Alberta Precision Labs

RE: Lab services in Alberta transitioning to Alberta Precision Laboratories

We are writing today to let you know about changes coming to lab services in Alberta.

Alberta Precision Laboratories (APL) will be the provider of community lab services in Alberta with an agreement in principle to purchase DynaLIFE assets and transition services and staff to AHS/APL.

The agreement with DynaLIFE will enable the transition of both community lab services and employees to APL in a manner that will ensure continuity of service and employment. The agreement reached this week will officially close on August 31, effectively meaning that AHS and APL will be the entity delivering community lab services from there on.

DynaLIFE and APL have always shared a focus on patients, and ensuring the safety, accessibility, and stability of lab services, across Alberta. This transition has been mutually agreed to and will see the staff and physicians from DynaLIFE transitioning to APL by mid-December.

DynaLIFE labs, facilities and equipment will be acquired by APL. This includes the lab operations currently and historically provided by DynaLIFE in Edmonton and North Zones. APL will also work with DynaLIFE staff and their unions to transition them to APL. This will take place in phases beginning in Calgary Zone. There will be no union job loss as part of this transition.

We recognize that Albertans have experienced challenges in accessing lab services in recent months; DynaLIFE and APL have taken action to address challenges, and further work is underway, specifically in the Calgary Zone. For more information, please visit: albertaprecisionlabs.ca.

We appreciate the continued collaboration with DynaLIFE staff and leadership as we work to ensure Albertans are receiving timely access to community lab services.

Please note that all existing lab appointments and services will continue to be provided as scheduled, at this time. Albertans can continue to book their lab appointments [QMe](#) ([dynalife.ca](#)) or by calling 1-877-702-4486.

We understand and appreciate that you may be receiving questions from your communities about lab services, and we hope that this information provides you with assurance that we are taking action.

As always, please reach out to your Zone Leaders if you have any questions.

Thank you –

Mauro and Karen

Date: August 9, 2023

To: MLAs
Reeves
Mayors

From: AHS Indigenous Wellness Core

RE: Indigenous Support Line launch in the Central Zone

Indigenous peoples in the Central Zone can now access a dedicated support line to help them better navigate the health system through Alberta Health Services (AHS).

The toll-free Indigenous Support Line can be reached by calling **1-844-944-4744** or by dialing 811, #7. The support line is staffed by Indigenous Health Link staff and is available weekdays from noon to 8 p.m.

Staff will answer callers' questions, help them access culturally appropriate care and assist them with navigating the healthcare system. Clients can call at any time during their healthcare journey with questions or concerns.

This is the next phase in the rollout of the AHS Indigenous Support Line across the province. The line launched in the North Zone in June 2022, and in South Zone in May 2023 and has seen access to culturally appropriate healthcare improve for hundreds of Indigenous patients and families. For more information, please visit the [Indigenous Support Line webpage](#) or you can watch [this video featuring staff from the Indigenous Support Line](#).

All Albertans are asked to call 911 if they have a medical emergency. Health Link (811) also remains available 24/7 for non-emergency health-related questions. To be redirected to the Indigenous Support Line from 811, please press 7.

AHS values Indigenous culture and the unique needs of individuals, patients and families and is incorporating traditional culture into the healthcare system.

Dedicated AHS [Indigenous Wellness Core](#) staff is available throughout the province and take into consideration culturally appropriate health services for First Nations, Métis and Inuit people.

Thank you for your ongoing support to help improve access to culturally safe healthcare for Indigenous peoples in Alberta.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR111878

August 9, 2023

Subject: 2024 Fire Services Training Program Grant

Dear Chief Elected Officials:

It is my pleasure to announce that Municipal Affairs is providing \$500,000 in grant funding for the 2024 Fire Services Training Program. Public safety is always a priority and, while we respect that fire services is a municipal responsibility, the Government of Alberta recognizes that a strong provincial-municipal partnership is key to keeping Albertans safe.

This grant provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks. Courses that may be approved for delivery under this grant will align with key outcomes below:

- public safety is preserved in Alberta;
- community risks are being effectively managed by local authorities; and
- firefighters are able to receive training in alignment with best practices.

The grant guidelines and application form are available at www.alberta.ca/fire-services-training-grant.aspx. Please forward this information to your chief administrative officers and fire chiefs, so they may complete the application form. Collaboration involving multiple municipalities is permitted, but not required.

If you have any questions regarding the grant applications or the program guidelines, please contact Municipal Affairs at 1-866-421-6929 or firecomm@gov.ab.ca.

This government recognizes the important work of fire services. This grant program will provide fire departments across the province with knowledge and skills to protect their communities.

Sincerely,

A handwritten signature in blue ink, reading "Ric McIver".

Ric McIver
Minister