



**Regular Council Meeting Agenda  
for Monday, February 8, 2021 at 1:00 p.m.  
to be held electronically via Council Chambers,  
Town Office at 4512 – 46 Street, Olds, AB**

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

This Regular Council Meeting will be conducted through electronic communications and will be held without the public body present at meeting location and is being electronically communicated through ZOOM MEETINGS. **The PUBLIC will have opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID 337 948 8245 and then Password 943170 to listen in to the live meeting.**

TO JOIN THE TOWN OF OLDS ZOOM MEETING

<https://us02web.zoom.us/j/3379488245?pwd=WmhhUGUrcmlLckZyRzNwL2NjYncvUT09>

**1. CALL TO ORDER**

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

**B.) ADOPTION OF THE AGENDA**

**2. ADOPTION OF PREVIOUS MINUTES**

Pages 3-9    2A)    Regular Council Meeting Minutes – January 25, 2021

**3. PRESENTATION AND DELEGATIONS**

Page 10        3A)    Delegation - MLA Nathan Cooper  
Pages 11-14   3B)    Black History Month Proclamation  
Pages 15-23   3C)    COVID-19 Update

**4. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS**

**5. BYLAWS**

**6. NEW BUSINESS**

Pages 24-27   6A)    Family and Community Support Services Grant Recommendations  
Pages 28-29   6B)    Pink Shirt Day Proclamation  
Pages 30-33   6C)    Heritage Day Proclamation  
Pages 34-39   6D)    Development Permit Fees 2021  
Pages 40-41   6E)    Tax Recovery Sale Conditions and Reserve Bid  
Pages 42-44   6F)    Elected Official Event Request

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

Pages 45-54   7A)    Reports from Council, Boards and Committees

## 8. QUARTERLY FINANCIAL POSITION UPDATE

## 9. CORRESPONDENCE AND INFORMATION

Pages 55-61 9A) Correspondence and Information

## 10. ADJOURNMENT

### **PUBLIC INFORMATION:**

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

### **CLOSED SESSION INFORMATION:**

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

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

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

### **Queries to Council during Council Meetings:**

Excerpts from Town of Olds Procedural Bylaw

#### **Conduct of Meetings**

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

#### **Delegations**

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

**Queries to Council can be sent via email during the Council meeting to [legislative@olds.ca](mailto:legislative@olds.ca)**



Request for Decision

**Adoption of Meeting Minutes**

February 8, 2021

**RECOMMENDATION**

**That the minutes from the January 25, 2021, Regular Council meeting be adopted as presented.**

**STRATEGIC ALIGNMENT**

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

**LEGISLATIVE AUTHORITY**

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

*The chief administrative officer must ensure that*

*(a) minutes of each council meeting*

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

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

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

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

***Town of Olds Procedural Bylaw 2020-15.***

**BACKGROUND**

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

**RISK/CONSEQUENCES**

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

**FINANCIAL CONSIDERATIONS – N/A****ATTACHMENTS**

1. Prior to Adoption: Regular Council meeting minutes of January 25, 2021.

Author:	Marcie McKinnon Legislative Clerk	Date: February 5, 2021
CAO Signature:	Michael Merritt	Date: February 5, 2021

Minutes of the Town of Olds Regular Council meeting conducted electronically through ZOOM Meetings on Monday, January 25, 2021 at 1:00 p.m. in the Council Chambers, at the Town Municipal Office.

As of March 27, 2020 the *Meeting Procedures (COVID-19 Suppression) Regulation* was enacted to assist local municipal governments meet *Municipal Government Act* legislative requirements for holding Council meetings. The PUBLIC had the opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID 337 948 8245 and then Password 943170 to listen in to the live meeting.

**PRESENT – ELECTED OFFICIALS:**

In the Chair, Mayor Michael Muzychka (From Chambers.)  
Councillor Debbie Bennett, Councillor Wanda Blatz, Councillor Mary Jane Harper, Councillor Mary Anne Overwater, Councillor Heather Ryan and Councillor Mitch Thomson participated virtually.

**ABSENT– ELECTED OFFICIALS:**

**Participating virtually in the Regular meeting of Council – STAFF:**

Chief Administrative Officer, Michael Merritt; Doug Wagstaff, Director of Community Services; Sheena Linderman, Director of Finance; Scott Chant, Director of Operations; Chief Justin Andrew, Director of Protective Services and Marcie McKinnon, Legislative Clerk.

**1. CALL TO ORDER**

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

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

Councillor Overwater requested addition of Alberta Association of Police Governance, conference on April 23 & 24, 2021. Item will be added as 6D).

Mayor Muzychka requested addition of Mayors of South Central Alberta. Item will be added as 6E).

CAO Merritt noted that Director Andrew would be late arriving to the meeting as he was attending a call.

**B.) ADOPTION OF THE AGENDA**

Moved by Councillor Blatz, “to accept the Council agenda for the Monday, January 25, 2021 Regular and Closed Council meeting as amended.”

Motion Carried 21-29

**2. ADOPTION OF PREVIOUS MINUTES**

**2A) Regular Council Meeting Minutes - January 11, 2021**

Moved by Councillor Bennett, “to accept the Regular Council Meeting Minutes - January 11, 2021, as presented.”

Motion Carried 21-30

**Special Council Meeting Minutes – January 13, 2021**

Moved by Councillor Ryan, “to accept the Special Closed Council Meeting Minutes for Monday, January 13, 2021, as presented.”

Motion Carried 21-31

**3. PRESENTATION AND DELEGATIONS**

### **3A) Emergency Management Agency – COVID Update**

Ms. Jennifer Lutz, Deputy Director of the Emergency Management Agency, updated Council on COVID through a presentation, as contained in the agenda package.

Moved by Councillor Blatz, “that Council accept the Emergency Management Agency’s presentation on COVID-19 for information.”

Council discussion ensued.

Motion Carried 21-32

## **4. BUSINESS ARISING OUT OF MINUTES/UNFINISHED BUSINESS**

None

## **5. BYLAWS**

### **5A) Bylaw 2020-14 Municipal Development Plan**

#### **Council held a Public Hearing for Bylaw 2020-14.**

Mayor Muzychka explained that Section 172 of the *MGA* says that you may not take part in the discussion and decision-making on any matter in which you have a pecuniary interest. The legislation attempts to ensure that you are not discriminated either for or against by virtue of your membership on council. If you have a pecuniary interest:

- You are to disclose that you have an interest and its general nature.
- You are to abstain from any discussion of the matter and from voting.
- You are to leave the room until the matter has been dealt with and you should make sure that your abstention is recorded in the minutes.

You are not to be discriminated against and are entitled to participate in a public hearing as a member of the public.

Mayor Muzychka declared this public hearing for **Bylaw No. 2020-14, open at 1:24 p.m.**

Mayor Muzychka then asked Mr. Craig Teal, Parkland Community Planning Services, to explain the purpose and effect of the proposed bylaw.

Mr. Craig Teal gave presentation on information as contained in the agenda package.

Mayor Muzychka explained that presentations before Council shall be brief and to the point and limited to five (5) minutes; Council shall not allow cross examination of persons giving information and it will not be necessary for the persons giving information to verify his or her qualifications; Council may ask questions of the speakers after each presentation for clarification purposes; no debating or questions from the floor will be allowed and no written or verbal submissions will be received by Council after the Public Hearing is closed. Person addressing Council will: state their name and address. Indicate if they are speaking on their own behalf or for a client, company or citizens group.

Mayor Muzychka called for all those in support of the proposed Bylaw to come forward.  
No one came forward.

Mayor Muzychka called for a second time for all those in support of the proposed Bylaw to come forward.  
No one came forward.

Mayor Muzychka called for all those opposed to the proposed Bylaw to come forward. Mr. George Roseboom, participated virtually speaking in opposition of the bylaw on behalf of Discovery Plains Area Structure Plan.

Council discussion ensued.

Mayor Muzychka called for a second time for all those opposed to the proposed Bylaw to come forward.

Mr. Neil Godwin, participated virtually speaking in opposition of the bylaw on behalf of himself and the negative impact it will have on the ability to sell the land.

Mr. Teal read into the record the two written correspondences that were received.

Alberta Transportation comments on the Town of Olds MDP:

- *Section 17 Transportation - There is mention of coordinating with the Province on Highway 27 and Highway 2A, which is good.*
- *Section 17.2 Transportation Master Plan - We cannot find this plan on the Town's website and do not recall reviewing it. As long as this "Master Plan" matches up with "Map 2" as found in this MDP, than there should be no issues.*
- *Map 2 - Overall looks good, as it shows an east/west arterial corridor on both the north and south sides of Olds, helping to take the pressure off of the Highway 27 corridor through the town. It does show a possible interchange on Highway 2A to the north of Highway 27, which would be costly and also be the Town of Olds responsibility.*

Mr. Paul Caves concerns on the Town of Olds MDP:

1. *Bylaws that the town already have must be enforced; Transportation 16.0 - 16.9. SPEED, NOISE (MOTOR VEHICLE and NUISANCE) OTHER TRAFFIC INFRACTIONS.*
2. *Traffic counts done on major routes such as; 57<sup>th</sup> Ave. South from 54<sup>th</sup> Street, and 57 Ave. North to the Hospital. 65<sup>th</sup> and 64<sup>th</sup> Ave. from Hwy 27<sup>th</sup> Hwy 2A.*
3. *A count of how many School Buses Pass through the intersection of 57<sup>th</sup> Ave. and 54<sup>th</sup> Street. On a normal school day.*
4. *At the next election a vote should be held to lower the speed limit to 40 KMS on residential roads.*

Mayor Muzychka called for all those deemed affected by the proposed Bylaw to come forward. No one came forward.

Mayor Muzychka called for a second time for all those deemed affected by the proposed Bylaw. No one came forward.

Mayor Muzychka opened the floor to Council for comments or questions. Council proposed change of word 'intend' to 'shall or may' in point 10.7.

Mayor Muzychka asked Mr. Teal if he had any further comments. Mr. Teal did not.

Mayor Muzychka declared the public hearing for **Bylaw No. 2020-14, closed at 2:42 p.m.**

The Town of Olds, Legislative Clerk received no emails during the Mayor's Call Outs for those in favor, opposed or affected.

Moved by Councillor Thomson “that Council accept the amendments as proposed on page 109 Numbered one (1) through eight (8) referring to the Mountain View Regional Waste Management Commission.”

Councillor Overwater requested terminology be different as not only does it talk about the waste transfer site but the waste water surge pond and public institutional to industrial, it doesn't just speak to the waste transfer site.

Councillor Thomson accepted the friendly amendment.  
Motion Carried 21-33

Moved by Councillor Harper, “that the amendments as stated in the agenda on page 109 from Mountain View County one (1) through six (6) be placed within our MDP as amended.  
Motion Carried 21-34

Moved by Councillor Ryan, “that “Town intends to partner” be replace with “Town may partner” in Policy 10.7.  
Motion Carried 21-35

Moved by Councillor Bennett, “to move the “A” symbol shown in Figure 1 on page 39 to the North West to be below the future school site and straddle the property lines between the NE 5 and NW 5.”  
Motion Carried 21-36

Moved by Councillor Blatz, “that Bylaw No. 2020-14, as amended, be given second reading.”  
Motion Carried 21-37

Moved by Councillor Overwater, “that Bylaw No. 2020-14, as amended, be given third reading.  
Motion Carried 21-38

#### **5B) Bylaw 2020-19 Land Use Bylaw 01-23 Amendment**

Director Chant to provide verbal update to Council indicating that the applicant withdrew their application for the site specific land use bylaw amendment and will not be proceeding.

*Mayor Muzychka recessed the meeting at 2:55 p.m.*  
*Mayor Muzychka reconvened the meeting at 3:05 p.m.*

### **6. NEW BUSINESS**

#### **6A) ICC Terms of Reference**

Moved by Councillor Harper, “that Council accept the Inter-municipal Cooperation Committee (ICC) amendments to the ICC Terms of Reference, as presented.”  
Motion Carried 21-39

#### **6B) Council Policy 106C Remuneration and Benefits**

Moved by Councillor Ryan, “that Council approve Council Policy 106C Remuneration and Benefits as presented.”  
Motion Carried 21-40

#### **6C) Request for Support to Reopen Small Businesses**



Moved by Councillor Overwater, "that Council direct Administration to prepare and send a letter to the Alberta Provincial Government 'in support' to reopen small businesses, with signature of the Mayor."

Council discuss ensued.

Motion Carried 21-41

**ADDED ITEMS**

**6D) Alberta Association of Police Governance, Annual Conference on April 23 & 24, 2021**

Councillor Overwater updated Council on the inaugural meeting of the Olds Police Advisory Committee (OPAC) and noted she was voted in as Chair of the committee. Councillor Overwater spoke on the opportunity for the Chair and Vice Chair to attend an annual conference and AGM being held in Brooks, Alberta on April 23 & 24, 2021. This conference is being hosted by Alberta Association of Police Governance. It is intended to support excellence in civilian governance and oversight of police services in Alberta by providing their members, and potential members, with an enjoyable opportunity to learn and network.

Councillor Overwater was seeking Council's approval to attend the conference, she indicated that she has funds in her budget to cover her attendance.

CAO Merritt indicated that Council allotted a \$2500.00 budget for this committee.

Mayor Muzychka suggested she prepare the cost sheet and necessary information and bring it forward for Council to consider at a future meeting. Councillor Overwater agreed.

**6E) Mayors of South Central Alberta**

Mayor Muzychka spoke of the recent creation of a mayoral caucus of Mayors from across South Central Alberta. It was initiated by Mayor Rhonda Hunter of Didsbury to bring together Mayors from Penhold, Bowden, Innisfail, Olds, Sundre, Carstairs, Didsbury, Crossfield, Trochu, Three Hills and Drumheller. The Mayor indicated that they have met virtually once before Christmas and once in January 2021 for informal discussions on topics of interest. At this time this caucus has no governing documents however, will bring forward items as they are developed, the meetings seem to last 1 to 2 hours. The Mayor was seeking Council's approval to attend and cover any incidentals from the UNALLOCATED portion of his Professional Development Plan. The Mayor will provide regular reports to Council on this committee.

Council discussion ensued.

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

**7A) Reports from Council, Boards and Committees**

Moved by Councillor Overwater, "that the reports from Council, Authorities, Boards, Committees and Commissions ending January 25, 2021 be received for information."

Councillor Overwater, submitted an electronic report that will be held with the minutes and reported on participating in the Olds Policing Advisory Committee (OPAC) meeting, the Municipal Planning Commission (MPC) meeting and Mountain View Regional Waste Management Commission meeting.

Councillor Ryan submitted an electronic report that will be held with the minutes and reported on participating in the Olds Policing Advisory Committee (OPAC) inaugural meeting, Olds Municipal Library Board meeting and the Banff Centre Mountain Film Festival & World Tour.



Councillor Blatz submitted an electronic report that will be held with the minutes and reported on the Red Deer River Municipal Users Group meeting.

Councillor Bennett submitted an electronic report that will be held with the minutes. Gave thanks to Town of Olds Staff/Administration for implementing outdoor rinks, she has notice all the families using them and the increase of the use of the Town paths and appreciates all the efforts into that.

Councillor Thomson submitted an electronic report that will be held with the minutes and reported on Municipal Planning Commission (MPC) meeting and Olds Policing Advisory Committee (OPAC) meeting and completed the required Municipal Elected Officials online Alberta Emergency Management Agency course.

Councillor Harper submitted an electronic report that will be held with the minutes and reported on the Mountain View Regional Water Services Commission (MVRWSC) meeting, the Olds & District Chamber of Commerce meeting, the Inter-municipal Cooperation Committee (ICC) annual joint meeting in December and Mountain View Regional Waste Management Commission meeting.

Mayor Muzychka indicated that he attended many of the already mentioned meeting and spoke of the newly formed *Mayors of South Central Alberta* meeting.

Motion Carried 21-42

## **8. QUARTERLY FINANCIAL POSITION UPDATE**

## **9. CORRESPONDENCE AND INFORMATION**

### **9A) Correspondence and Information**

Moved by Councillor Blatz, "that the Correspondence and Information Report ending January 25, 2021, be received for information."

Council extended Congratulations to Mayor Tara Veer from City of Red Dee on the recent appointment as an Honorary Lieutenant-Colonel to the Canadian Armed Forces for the 41 Signal Regiment.

Motion Carried 21-43

## **10. ADJOURNMENT**

Moved by Councillor Bennett, "that this meeting be adjourned at 4:07 p.m."

Motion Carried 21-44

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Michael Muzychka,  
Mayor

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Michael Merritt,  
Chief Administrative Officer

These minutes were approved on the \_\_\_\_ day of February, 2021.



Town of

Request for Decision

10

Delegation: Nathan Cooper MLA for Olds-Didsbury-Three Hills

February 8, 2021

## RECOMMENDATION

That MLA Cooper be thanked for his attendance to the February 8, 2021 Regular Council Meeting and speaking to Council.

## STRATEGIC ALIGNMENT

In Council's Strategic Plan for the 2017-2021 term, focus area six is Communication and Engagement. The goal for this area is:

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

## LEGISLATIVE AUTHORITY - N/A

## BACKGROUND

Nathan Cooper was elected to the Legislative Assembly of Alberta, representing the constituency of Olds-Didsbury-Three Hills, on May 5, 2015 and re-elected in 2019.

Mr. Cooper was elected to serve as the [Speaker of the Legislative Assembly of Alberta](#) on May 21, 2019 and is still active in that role.

*Excerpt:*

*Town of Olds Bylaw No. 2020-15 Procedural Bylaw*

### DELEGATIONS:

2. *Delegations shall be granted a maximum of fifteen (15) minutes to present the matter outlined in their letter. Where the Mayor or other presiding officer determines that additional time shall be granted to a delegation, additional time shall be granted in the length specified by the Mayor or other presiding officer.*

## RISK/CONSEQUENCES

Council can provide direction to staff. Council would need to be specific in their direction.

## FINANCIAL CONSIDERATIONS – N/A

## ATTACHMENTS – N/A

Author:	Marcie McKinnon Legislative Clerk	Date: February 5, 2021
CAO Signature:	Michael Merritt	Date: February 5, 2021



Request for Decision

## Proclamation: Black History Month

February 8, 2021

### RECOMMENDATION

**That February 2021 be recognized as Black History Month in the Town of Olds.**

### STRATEGIC ALIGNMENT

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

Communication and Engagement. The Town of Olds is committed to transparent and inclusive processes that are responsive, accountable, and facilitate community neighbourliness.

### LEGISLATIVE AUTHORITY

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

### BACKGROUND

Town staff have been working with UBUNTU as a resource supporting the Town's commitment toward becoming a Welcoming and Inclusive Community. The philosophy of Ubuntu is, "We are all connected. What affects one affects us all." Its mission is to act as a bridge in connecting and mobilizing Central Albertan communities in racial and social justice through engagement, advocacy, and community building, both individually and systemically. Mobilizing Central Alberta is striving for justice and equality for all by promoting full and equitable participation of individuals and communities of all origins.

In 1995 the Government of Canada officially recognized the importance of Black History Month and the Government of Alberta officially recognized this month in 2017. During Black History Month, we celebrate the many achievements and contributions made by Black Canadians, African Canadians and Canadians of African descent to our economic, cultural, spiritual and political development.

While the observance of Black History Month calls our attention to the continued need to battle racism and to build a society that lives up to its democratic ideals, this year's celebrations and recognition of Black History Month are especially significant as we reflect back on the difficult conversations from last year that once again asked us all to do our part to uproot systemic racism.

During Black History Month, all citizens are encouraged to celebrate our community's diverse heritage and culture and continue our efforts to create a world that is more just, peaceful and prosperous for all.

UBUNTU – Mobilizing Central Alberta is requesting that Town Council proclaim February 2021, as "Black History Month" in Olds.

### RISK/CONSEQUENCES

1. Council can receive the request for information.
2. Council can make another recommendation being specific in what it wishes to direct as an alternate follow up. Council would need to be specific in the information they are seeking.

### FINANCIAL CONSIDERATIONS

None.

**ATTACHMENTS**

1. Black History Month Central Alberta events posters
2. 2021 Proclamation Black History Month

Submitted By:	Michelle Jorgensen Heritage Advisor	Date: February 3, 2021
Director Signature:	Doug Wagstaff – Electronically Reviewed and Approved.	Date: February 3, 2021
CAO Signature:	Michael Merritt Electronically Reviewed and Approved.	Date: February 5, 2021

# BLACK HISTORY MONTH

## BLACK CENTRAL ALBERTA

2021

Remember Educate Celebrate Advocate












Week 1: Remember  
 Week 2: Educate  
 Week 3: Celebrate  
 Week 4: Advocate

Welcoming Ceremonies & Ongoing Social Media  
February 2- Black History Month Proclamations  
February 4- Zoom Webinar (Haitian Organization)  
Every Saturday in February- Black Table Talk  
February 8 to February 20- Youth Art Contest  
February 10- Panel Webinar  
February 12- Overture With the Arts  
February 14- Celebrating Black Love  
February 17- Therapy in Culture (Therapist/Psychiatrist Sholly Scarlett)  
February 19- Mindful & Spirituality Webinar (Dr. Isaac)  
February 26- Closing Ceremonies



## OFFICE OF THE MAYOR

### PROCLAMATION

#### **“Black History Month” February 2021**

- WHEREAS:** The month of February each year is recognized as **Black History Month**; and
- WHEREAS:** In 1995 the Government of Canada officially recognized the importance of Black History Month and the Government of Alberta officially recognized this month in 2017; and
- WHEREAS:** During Black History Month, we celebrate the many achievements and contributions made by Black Canadians, African Canadians and Canadians of African descent to our economic, cultural, spiritual and political development; and
- WHEREAS:** Black History Month in Canada is essential since it educates Canadians to the fact that slavery once existed in Canada; that many of the British Loyalists who came here after the American Revolution were Black; and that Black History is Canadian History; and
- WHEREAS:** Black History Month is a call to all residents to reflect on the cultural, scientific, political, and economic contributions of Black people to the development of Canada and the world. While the observance of Black History Month calls our Nation’s attention to the continued need to battle racism and to build a society that lives up to our democratic ideals, celebrations and recognition of Black History Month are especially significant as we reflect back on the difficult conversations from last year that once again asked us to do our part to uproot systemic racism; and
- WHEREAS:** During Black History Month, all citizens are encouraged to celebrate our diverse heritage and culture and continue efforts to create a world that is more just, peaceful and prosperous for all;
- THEREFORE:** Olds Town Council, Olds Alberta, do hereby proclaim **February 2021 as “Black History Month”**, in the Town of Olds.

Signed the \_\_\_\_ day of February, 2021.

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Michael Muzychka  
Town of Olds



Request for Decision

COVID-19 UPDATE

February 8, 2021

**RECOMMENDATION**

That Council accept the Emergency Managements Agency's presentation on COVID-19 as information.

**STRATEGIC ALIGNMENT**

The Town of Olds will provide the necessary resources to ensure a safe, secure and healthy community. The Town of Olds is committed to transparent and inclusive processes that are responsive and accountable. The Town of Olds will respect people and the process ensuring a healthy environment where great decisions are made.

**LEGISLATIVE AUTHORITY**

The *Emergency Management Act*, the *Local Authority Emergency Management Regulation and Bylaw 2019-15 Municipal Emergency Management*, provides the legislative framework for local and provincial management of emergencies and disasters. The Local Authority Emergency Management Regulation 3.(2)(e) Incident Command System (ICS) will be used to support all Emergency Management responses.

**BACKGROUND**

Town of Olds Director of Emergency Management, Brian Powell will provide an update on the Incident Command Post and the current status of the COVID-19 situation in Olds.

**RISK/CONSEQUENCES**

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

**FINANCIAL CONSIDERATIONS** - Not known at this time.

**ATTACHMENTS** – n/a

Submitted By:	Jennifer Lutz, Deputy Director of Emergency Management	Date: February 3, 2021
CAO Signature:	Michael Merritt Electronically reviewed & approved	Date: February 5, 2021

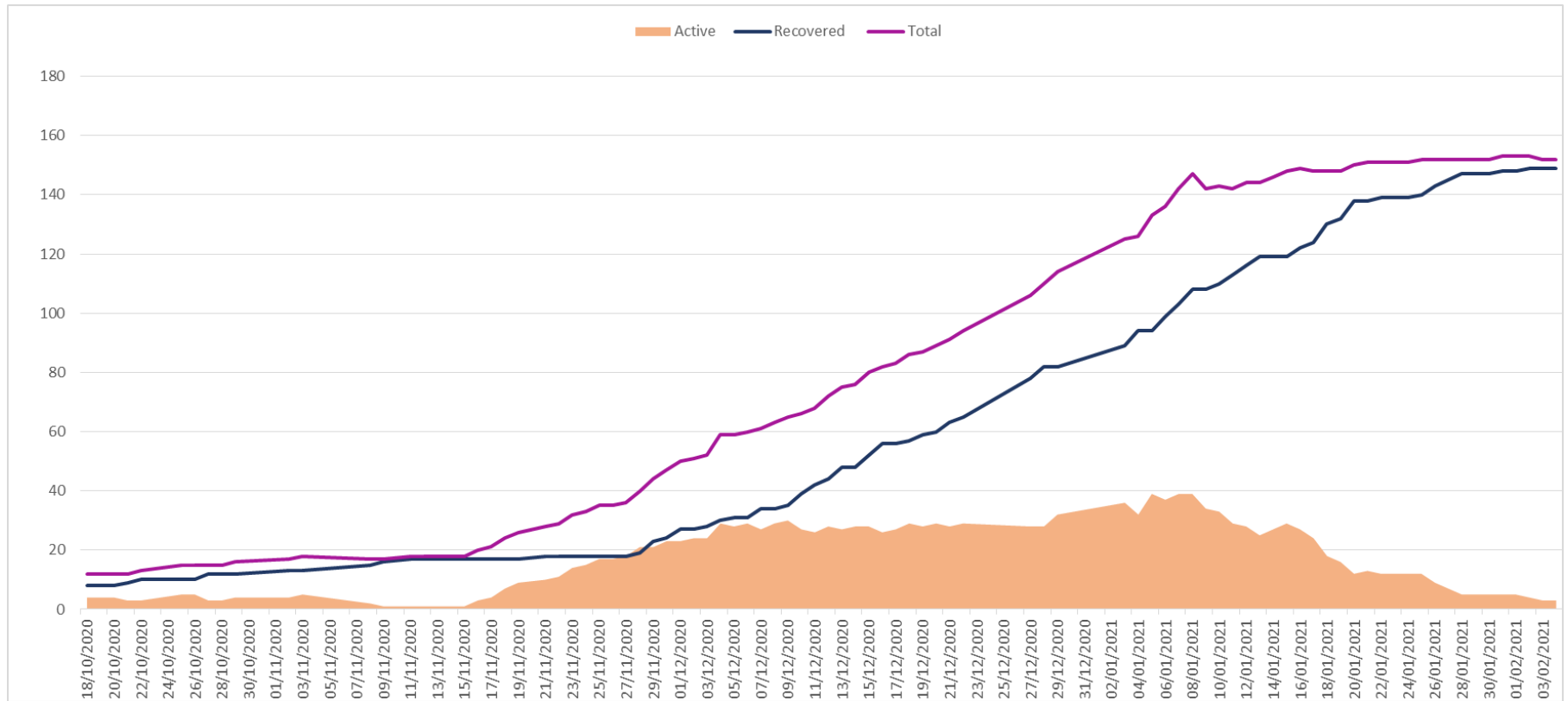


# **COVID-19 Incident Command Post UPDATE**

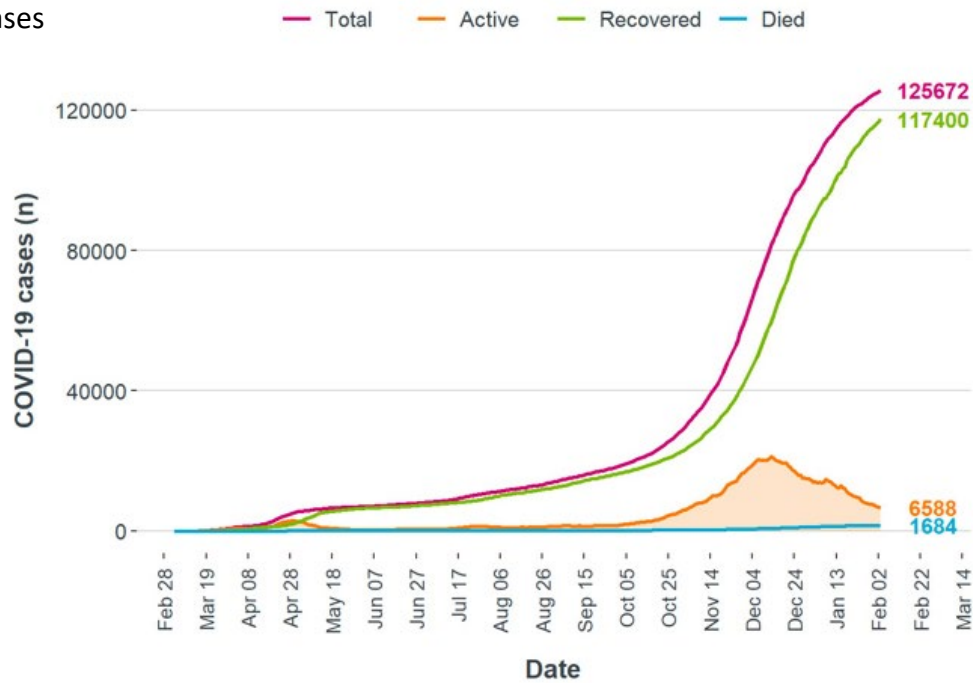
Town of Olds Council Meeting  
February 8, 2021



## COVID-19 in Olds

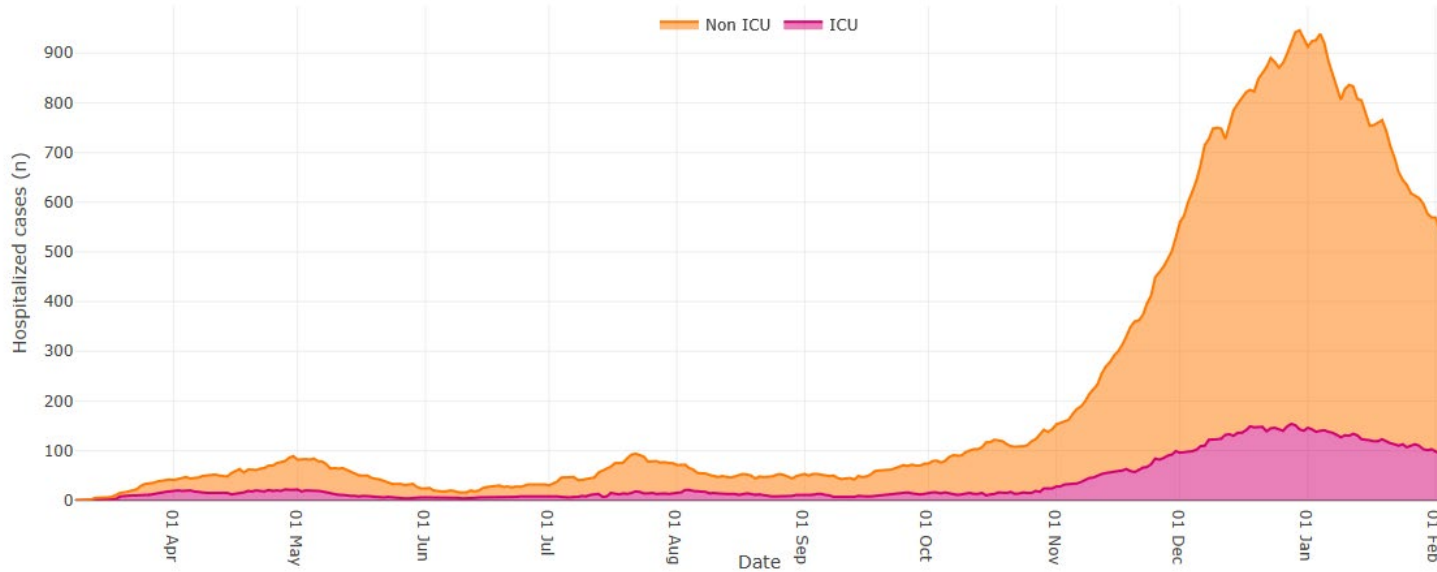


## Provincial COVID-19 cases



18

## COVID-19 patients in hospital, ICU and non ICU



# ICP – Update

19

## **Incident Commander (Deputies)**

- Monitoring and oversight.
- Retracting ICP this week.

## **Communications Officer**

- Updated COVID-19 information on website, social media, and newspaper regarding the amended restrictions.
- Created a “THANK YOU” Mayors Message.
- Messaging for Sportsplex reopening.

## **Liaison Officer**

- On-going communication with RCMP, AHS, Olds Hospital, Olds College, Sundial, Mountain View Seniors Housing, Alberta Emergency Management Agency.

# ICP – Update

20

## Operations:

### Municipal Enforcement:

- Over-all good compliance with Public Health Orders.
- Working closely with AHS on a few isolated incidents.
- Communicating with rally organizer.

### ESS

- Continuing volunteer gathering promotions.
- Monitoring isolation protocols for international travel and new variant protocols.
- Confirmed local accommodation is in place, if provincial assistance to self-isolate for COVID-19.

# ICP – Update

21

## Operations:

### Public Works

- Maintaining normal operations.

### Recreation Facilities

- Re-opening Sportsplex with COVID-19 protocols in place.
- Olds Aquatic Centre remains closed until further notice.

### Fire

- No classroom training, outdoor or fire hall only.

# ICP – Update

22

## **Planning:**

- Status Quo.

## **Recovery efforts:**

- Continue to provide information for business and shop local promotions.

## **Logistics:**

- Provincial PPE supply is good.

## **Finance/Admin:**

- Status Quo.



# Questions?

23



Request for Decision

**2021 Family and Community Support Services Grant Recommendations**

February 8, 2021

**RECOMMENDATION**

**That Council approves FCSS grants for 2021 as recommended by the FCSS Advisory Committee dated January 21, 2021, as follows:**

ORGANIZATION	RECOMMENDED
Boys and Girls Club	\$55,000
Chinook's Edge - Family School Wellness	\$21,666
HOPE	\$5,916
Mountain View Emergency Shelter Society	\$850
Mountain View Moccasin House	\$3,540
Olds and District Hospice Society	\$4,000
YES Program	\$15,130
<b>TOTAL</b>	<b>\$106,102</b>

**That Council approves \$5,000, allocated in the FCSS budget, to be approved by the Director of Community Services in increments up to \$2000.00 to be distributed to eligible projects that may apply throughout the year.**

**STRATEGIC ALIGNMENT**

**Growth and Expansion.** The Town of Olds will lay the foundation to ensure responsible and sustainable growth by fostering relationships with partners that provide culture and social development programs and services in the community.

**Communication and Engagement.** The Town of Olds is committed to transparent and inclusive processes that are responsive, accountable, and facilitate community neighbourliness.

**LEGISLATIVE AUTHORITY**

FCSS Bylaw 2019-25 FCSS (Family and Community Support Services Advisory Board).

**BACKGROUND**

The FCSS program is designed to be cost shared between a municipality and the province through the Department of Human Services. The grant received from the Province of Alberta annually is 80% of the amount that must be spent on the FCSS program. Many municipalities, contribute above the minimum 20% matching requirement.

Olds FCSS has a regional reflection in its provision of programs and services in conjunction with programs in Mountain View County, Carstairs, Cremona, Didsbury and Sundre. Many of the organizations supported with FCSS funding seek funding from more than one jurisdiction. By working together regionally there is a greater assurance that funding duplication does not occur and groups applying for funding may be connected if similar applications surface.

Through review of the applications and assessment of community need, the projects recommended by the Advisory Committee for funding are serving an important social development purpose in our community. Annually grant requests go through a regional review as part of the application process. Then each application is reviewed for eligibility by administration and presented to the FCSS Advisory Committee which is comprised of the Mayor and members of the community whom are appointed by Council. After review of eligible funding requests, the FCSS Advisory Committee makes recommendations to Council for funding approvals.

The second motion is requesting an allocation of FCSS dollars specifically to be given out at the approval of the Director of Community Services. This motion is to streamline the process for grant funding for amounts less than \$2000 to various initiatives that arise throughout the year.

### **RISK/CONSEQUENCES**

1. Approve FCSS 2021 Grant Allocations as presented.
2. Council may approve the 2021 FCSS funding allocations as recommended by the FCSS Advisory Committee, but not the additional \$5,000 earmark, thus any grant applications for smaller emergent needs will require commencing a process of one-off FCSS Advisory Committee meetings followed by further Council approvals.
3. Council can make another recommendation being specific in what it wishes to direct as an alternate follow up. Council would need to be specific in the information they are seeking.
4. Council may receive this as information, thus not approving funding allocations, and for disbursement of the FCSS funds provide direction to Administration and the FCSS Advisory Committee.

### **FINANCIAL CONSIDERATIONS**

**X Approved by budget**

☐ **New = Budget Adjustment**

<b>Cost</b>	<b>Funding Source</b> (budget/in kind/grant) with <b>G/L Code</b>
\$106,102	
<b>Total Cost</b> \$106,102	To the 2021 FCSS Budget

### **ATTACHMENTS**

1. 2021 FCSS Project Descriptions

Submitted By:	Heather Dixon Community Facilitator	Date: January 25, 2021
Director Signature:	Doug Wagstaff - Electronically Reviewed and Approved.	Date: January 29, 2021
CAO Signature:	Michael Merritt Electronically reviewed & approved	Date: February 5, 2021

## TOWN OF OLDS FCSS 2021

### Project Descriptions

Group Name	Project Description	Recommended Amount for Funding in 2021
Boys and Girls Club	Provides programming for children 0-18, that builds self-esteem, confidence and competence. Empowering youth to develop life and leadership skills to contribute back to their community.	\$55,000
Chinooks Edge School Division	Family School Wellness Workers – Family School Wellness workers provide 5 types of support to children and their families: preventative programming (school and community based), individual, family and small group support (school and community based), information and referral, development of multidisciplinary service networks and crisis/tragic event response. Referrals are received from the school, community agencies, families, and from children themselves. This funding helps support 4.8 FTE staff in Olds	\$
HOPE	The Conversation Has to Happen - A one day conference held annually in September. The conference will cover topics including grief, depression, anxiety, suicide and other mental health illnesses. There will also be support for those left behind after a suicide takes place and those looking for where to find help in regards to mental illness in the way of resource tables that will have professionals available at them. The conference is free of charge to remove any barriers for participants.	\$5,916
Olds and District Hospice Society	The Olds and District Hospice Society is requesting funds for Volunteer Training, Support / Public Education and Awareness. They currently have 27 volunteers in the Olds area that put in 6480 hours of volunteer work.	\$4,000

Mountain View Emergency Shelter	MVESS mission is to end family violence by providing safe shelter to victims as well as to provide support, services and education to victims of family violence that will educate/assist the individuals in coping skills and making appropriate life choices to lead a safer, healthier and more secure life. They offer outreach services and programs such as Boundaries, 5 W's of Domestic Violence, Ladies Coffee Morning, Grief Recovery Method and one on one counselling for victims of family violence. <b>They are eligible only to receive funds to support advertising and volunteer training and recognition.</b>	\$
Youth Empowerment and Support Program (YES)	To reduce stigma of mental health illness and promote positive mental health by fostering the social, emotional development of children and youth and provide them with the tools they need to be resilient, independent and competent members of society	\$

**Proclamation: Pink Shirt Day February 24, 2021**

February 8, 2021

**RECOMMENDATION**

**That Wednesday, February 24, 2021, be proclaimed as Pink Shirt Day in the Town of Olds.**

**STRATEGIC ALIGNMENT**

Communication and Engagement. The Town of Olds is committed to transparent and inclusive processes that are responsive, accountable, and facilitate community neighbourliness.

**LEGISLATIVE AUTHORITY**

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

**BACKGROUND**

Pink Shirt Day occurs annually on the last Wednesday of February. A January 22, 2018, Council motion 18-36 recognizes Pink Shirt Day annually moving forward.

Now a movement celebrated annually across the globe, Pink Shirt Day has humble beginnings. Inspired by an act of kindness in small-town Nova Scotia, when two students, David Shepherd and Travis Price, took a stand against homophobic bullying after student was harassed and threatened for wearing pink. After David and Travis' act of kindness in 2007, CKNW was inspired to help other youth affected by bullying, with many staff members wearing pink shirts and collecting funds to support Boys and Girls Clubs. Since then, the idea has only grown each year, with worldwide support and participation. Last year alone, people in almost 180 countries shared their support of Pink Shirt Day through social media posts and donations.

On February 24, 2021, we encourage everyone to practice kindness and wear pink to symbolize that you do not tolerate bullying. On Pink T-Shirt Day, we are encouraged to wear something pink to symbolize that we as a society will not tolerate bullying anywhere. Wearing a pink shirt on this day sends a strong message that people care.

**RISK/CONSEQUENCES**

1. Council can receive the request for information.
2. Council can make another recommendation being specific in what it wishes to direct as an alternate follow up. Council would need to be specific in the information they are seeking.

**FINANCIAL CONSIDERATIONS – n/a****ATTACHMENTS - 2021 Proclamation of Pink Shirt Day**

Submitted By:	Heather Dixon Community Facilitator	Date: January 21, 2021
Director Signature:	Doug Wagstaff – Electronically Reviewed and Approved.	Date: January 29, 2021
CAO Signature:	Michael Merritt Electronically Reviewed and Approved.	Date: February 5, 2021



## OFFICE OF THE MAYOR

### PROCLAMATION "PINK SHIRT DAY"

**Wednesday, February 24, 2021**

Pink Shirt Day has humble beginnings. Inspired by an act of kindness in small-town Nova Scotia, when two students, David Shepherd and Travis Price, took a stand against homophobic bullying after a student was harassed and threatened for wearing pink. Since then, the idea has only grown each year, with worldwide support and participation. Last year alone, people in almost 180 countries shared their support of Pink Shirt Day through social media posts and donations.

On February 24, 2021, everyone is encouraged to practice kindness and wear pink to symbolize that bullying is not tolerated. Wearing pink on February 24<sup>th</sup> sends a strong message that society cares.

**WHEREAS,** A partnership of youth, parents, educators and other school employees, police, youth-serving organizations and community members have a role to play in highlighting the dangers of bullying;

**AND WHEREAS,** It is important that we encourage everyone throughout the Town to be caring and respectful to one another so that all can live in a safe environment.

**THEREFORE,** we, the Elected Officials of the Town of Olds, do hereby proclaim Wednesday, February 24, 2021 as **"PINK SHIRT DAY"** in the Town of Olds.

**"BULLYING STOPS HERE - PINK SHIRT DAY" in the Town of Olds.**

Signed this \_\_\_\_ day of February, 2021

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His Worship,  
Mayor Michael Muzychka





Request for Decision

**Proclamation: Heritage Day February 15, 2021**

February 8, 2021

**RECOMMENDATION**

**That February 15, 2021, be recognized as Heritage Day in the Town of Olds, supporting Heritage Week in Canada.**

**STRATEGIC ALIGNMENT**

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

Communication and Engagement. The Town of Olds is committed to transparent and inclusive processes that are responsive, accountable, and facilitate community neighbourliness.

**LEGISLATIVE AUTHORITY**

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

**BACKGROUND**

February 15 to 21, 2021, the National Trust for Canada encourages Canadians to celebrate Heritage Week.

Our shared heritage in all its forms has the power to bring people together and create a sense of belonging. Gathering places like faith buildings, town squares, and pow wow grounds, and cultural objects such as artifacts, regalia and family memorabilia are tangible touchstones with the past that can root us in place and nourish the spirit. Intangible heritage – languages, traditional rituals, music, dance, storytelling and more – is at the heart of family and community.

In celebration of our past and our future, all Canadians are encouraged – whether young or old, deeply rooted or new to Canada – to visit museums, historic sites and cultural centres, and connect with traditional knowledge keepers, educators, parents and grandparents to enjoy heritage on Heritage Day and beyond.

The Olds Historical Society is requesting that Town Council proclaim the day of February 15, 2021, as “Heritage Day” in Olds, supporting Heritage Week in Canada.

**RISK/CONSEQUENCES**

1. Council can receive the request for information.
2. Council can make another recommendation being specific in what it wishes to direct as an alternate follow up. Council would need to be specific in the information they are seeking.

**FINANCIAL CONSIDERATIONS**

None.

**ATTACHMENTS**

1. Correspondence from the Olds Historical Society, Mountain View Museum & Archives
2. 2021 Proclamation Heritage Day

Submitted By:	Michelle Jorgensen Heritage Advisor	Date: January 28, 2021
Director Signature:	Doug Wagstaff – Electronically Reviewed and Approved.	Date: January 29, 2021
CAO Signature:	Michael Merritt Electronically Approved	Date: February 5, 2021



*Preserving the past to understand the future*

January 29, 2021

Town of Olds Council  
4512 – 46 Street  
Olds, AB T4H 1R5

**Re: Heritage Day Proclamation**

As Canadians, we are lucky to have such rich and diverse heritage to celebrate and there are so many ways we can all celebrate heritage. In 2021, Heritage Day is Monday, February 15<sup>th</sup> and Heritage Week runs from February 15<sup>th</sup> to 21<sup>st</sup>.

Why celebrate Heritage Day? Because Canada's collective story is told through our special places, whether they are historic lighthouses or schools, places of faith, industrial complexes, or cultural landscapes. Our shared heritage in all its forms has the power to bring people together and create a sense of belonging. Gathering places like town squares, and pow wow grounds, and cultural objects such as artifacts, regalia and family memorabilia are tangible touchstones with the past that can root us in place and nourish the spirit. Intangible heritage – languages, traditional rituals, music, dance, storytelling and more – is at the heart of family and community.

In celebration of our past and our future, The National Trust for Canada encourages all Canadians – young and old, deeply rooted or new to Canada – to visit museums, historic sites and heritage destinations, cultural landscapes and cultural centers, and connect with traditional knowledge keepers, educators, parents and grandparents to experience heritage on Heritage Day and beyond.

We are so fortunate in this community that our Town Council recognizes the value of arts, culture and heritage and has committed to a plan to protect heritage properties and promote heritage awareness through their endorsement of the Town of Olds Heritage Management Plan.

On behalf of the Olds Historical Society, I am writing to request that Council officially recognizes February 15, 2021, as Heritage Day in our community through a Heritage Day Proclamation.

Thank you in advance for your continued support of the arts, culture and heritage in our wonderful community.

Yours truly,

Donna Erdman  
Chairperson, Olds Historical Society  
403-556-8022

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Box 3882, 5038-50th St. Olds AB. T4H-1P6 403.556.8464 [www.oldsmuseum.com](http://www.oldsmuseum.com)

*Olds Historical Society & Olds Heritage- collaboration for our future*

**Town of Olds Regular Council Meeting Monday, February 8, 2021**



## OFFICE OF THE MAYOR

### PROCLAMATION

#### **“Heritage Day” February 15, 2021**

- WHEREAS:** The third week in February each year is recognized as **Heritage Week**; and
- WHEREAS:** **Heritage Day** is a time to reflect on the achievements of past generations and to accept responsibility for conserving our built heritage and honouring intangible cultural heritage; and
- WHEREAS:** In 2021, National Trust for Canada encourages Canadians to celebrate Heritage Week. In celebration of our past and our future, all Canadians are encouraged – whether young or old, deeply rooted or new to Canada – to visit museums, historic sites and cultural centres, and connect with traditional knowledge keepers, educators, parents and grandparents to enjoy heritage on Heritage Day and beyond;
- THEREFORE:** Olds Town Council, Olds Alberta, do hereby proclaim **Monday, February 15, 2021 as “Heritage Day”**, in the Town of Olds.

Signed the \_\_\_\_\_ day of February, 2021.

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Michael Muzychka  
Town of Olds



Request for Decision

**Development Permit Fees 2021**

February 8, 2021

**RECOMMENDATION**

That the Town of Olds waive Development Permit Fees pertaining to the “Residential” and “Commercial/Industrial/Institutional/Recreational” categories of the Development Permit Fees section on Schedule ‘E’ Bylaw 2020-17 that being the “Rates Bylaw” for the 6 month period January 1, 2021 to June 30, 2021.

**STRATEGIC ALIGNMENT**

*The Town of Olds will provide the necessary resources to ensure a safe, secure and healthy community.*

**LEGISLATIVE AUTHORITY**

Town of Olds Rates Bylaw 2020-17

**BACKGROUND**

At the February 1, 2021 policies and priorities meeting Council asked for development permit fees to be brought back to a regular council meeting for further discussion. Information presented at P&P was as follows:

*“As the actual total values for development permits vary widely year by year the budget dollar value approved in the 2021 operating budget of \$40,000 would be the estimated cost of this waiver program. Actual revenues received in 2019 totaled \$48,200 and in 2020 totaled 21,700.*

*Development permits are required for such things as new construction, renovations, accessory buildings, signs and home-based business start-ups (home occupations).*

*While we were able to allocate all of the MOST operating grant received from the province in 2020, current projections show a significant surplus for 2020 that will be put into operating reserves and could if Council chooses be applied towards this program.”*

Based on discussion at P&P being presented today is an option to waive select development fees for a 6 month period, that being January 1, 2021 to June 30, 2021. The fees being recommended to consider for a 6 month waiver period are those that fall under the following categories within schedule ‘E’ of Bylaw 2020-17 “Rates Bylaw”

- Residential
- Commercial/Industrial/Institutional/Recreational

In early June 2021 this item can be revisited to see if Council wishes to extend the time period of the fee waiver.

**RISK/CONSEQUENCES**

- **If Council were to approve this motion, it will result in a loss of revenue in the 2021 approved operating budget. This shortfall can be covered through reserves and would be presented during spring budget adjustments in April.**

**FINANCIAL CONSIDERATIONS**☐ Approved by budget☐ New = Budget Adjustment

<b>Cost</b>	<b>Funding Source</b> (budget/in kind/grant) with <b>G/L Code</b>
\$40,000	Zoning and Development Fees
<b>Total Cost</b> \$40,000	

**ATTACHMENTS**

1. Schedule 'E' Bylaw 2020-17 Rates Bylaw

Author: Sheena Linderman	Director of Finance	Date: February 3, 2021
Director Signature:	Sheena Linderman Electronically approved	Date: February 3, 2021
CAO Signature:	Michael Merritt Electronically approved	Date: February 5, 2021

**Town of Olds**  
**BYLAW NO. 2020-17**  
**RATES BYLAW**

SCHEDULE 'E' PLANNING and DEVELOPMENT FEES

*Rates effective January 1, 2021*

**Planning and Development General**

<b>Description</b>	<b>Rate</b>
Certificate of Title (search and print)	\$15
<b>Document Copies</b>	
Area Structure Plan	\$0.35/page (single) or \$20 per copy
Area Redevelopment Plan	\$0.35/page (single) or \$20 per copy
Land Use Bylaw	\$ 35.00 per copy
Municipal Development Plan	\$0.35/page (single) or \$ 20 per copy
Inter-municipal Development Plan	\$0.35/page (single) or \$20 per copy
<b>Photocopies</b>	
Letter (8.5" x 11")	\$0.35/page (single)
Legal (8.5" x 14")	\$0.50/page (single)
Tabloid (11" x 17")	\$2/page (single)
Maps	\$20 – (36" x 36")
Search Requests	\$25.00
<b>Land Use Confirmations</b>	
Certificate of Compliance	\$100/ parcel
Zoning (Land Use District) Confirmation Letter	\$100/ parcel
<b>Special Meeting Requests</b>	
Municipal Planning Commission (MPC)	\$250
Reschedule a Public Hearing (Council)	\$250



<b>Appeal</b>		
Subdivision & Development Appeal Board (SDAB)		\$240
Municipal Government Board (MGB)		N/C
<b>Miscellaneous Fees</b>		
Discharge of Registered Land Titles Documents		\$50
Encroachment Agreement	Fence & Municipality	\$240 + Legal fees
	All other & Municipality	\$480 + Legal fees
Parking Stalls ~ Cash in Lieu (In Central Commercial District (C1) only)		\$5000 per stall
Road Closures		\$1000

### **Development Permit Fees**

<b>Description</b>		<b>Rate</b>
Commencement Without Approval		Discretion of the Development Authority up to 3x the application fee
Refund Request	Prior to Circulation (if applicable) and Decision	Refundable
	After Circulation - Prior to Decision	Non-refundable
	After Decision	Non-refundable
Time Extension Request		\$50
Appeal	Subdivision and Development Appeal Board (SDAB)	\$240
	Municipal Government Board (MGB)	N/C
<b>Residential</b>		
Detached Dwellings, Duplexes, Multiplexes, Apartments - Permitted and Discretionary Uses		\$400 + \$50/dwelling unit
Accessory Building - Permitted & Discretionary Uses		\$100
Addition (Including Deck)		\$100
<b>Commercial/ Industrial/ Institutional / Recreational</b>		
Permitted Uses		\$500 + \$0.50/m <sup>2</sup>
Discretionary Uses		\$500 + \$0.50/m <sup>2</sup>
Change of Use – Permitted Use		\$100

Change of Use – Discretionary Use		\$200
Demolition		\$100
Home Occupation	Class 1	\$100
	Class 2	\$200
Secondary Suites		\$200
Variance / Relaxation	Development Officer Approval	\$100
	Municipal Planning Commission Approval	\$200
Occupancy Permit		N/C
Signs		
Not For Profit		N/C
Special Event		\$100 / Event
Permanent (6 months or more)		\$100
Temporary (Less than 6 months)		\$50
Development Security		
Residential (per dwelling unit) – All Residential districts except R3.		\$5,000
Residential – Accessory Building		\$1,000 (garden/utility sheds n/c unless there is the risk of damage)
Residential Additions		\$1,000
Commercial / Industrial / Institutional / Recreational / R3 Developments		10% of project value or mutually agreed upon amount
Utility Excavation	Paved Surface	\$15,000
	Gravel Surface with sidewalk, curb & gutter	\$4,000
	Gravel Surface	\$1,500

### **Utility Connections**

Description		Rate
Utility Service Connection	Water	\$1200 per connection
	Wastewater	\$1200 per connection

**Statutory/Non-Statutory Plans**

<b>Description</b>		<b>Rate</b>
<b>Amendments</b>		
Area Structure Plan Amendment		\$500
Area Redevelopment Plan Amendment		\$240
Land Use Bylaw Amendment	Land Use District Change	\$240
	Textual/Other	\$240
Municipal Development Plan Amendment		\$500
Refund Requests	Prior to Circulation	75%
	After Circulation	50%
	After Decision	0%

**Subdivision/Boundary Adjustments**

As per Parkland Community Planning Services approved fee schedule

**Mobile Vendor Permit Fees**

<b>Description</b>	<b>Rate</b>
Resident Business	\$25 / year
Non-Resident Business	\$50 / year
Appeal Request	\$20

**Sidewalk Café & Sale Permit Fees**

<b>Description</b>	<b>Rate</b>
Sidewalk Café & Sales Permit Fee: Type 1 - Minor	\$50 / year
Sidewalk Café & Sales Permit Fee: Type 1 - Major	\$100 / year
Sidewalk Café & Sales Permit Fee: Type 2 - Minor	\$100 / year
Sidewalk Café & Sales Permit Fee: Type 2 - Major	\$150 / year
Appeal Request	\$25



Town of

Request for Decision

**Tax Recovery Sale Conditions and Reserve Bid**

February 8, 2021

40

## RECOMMENDATION

That Council set the Terms and Conditions of the Tax Recovery Sale scheduled for Friday March 26, 2021 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 #4420600 – Lot 29, Block 4, Plan 7710679 – have a reserve bid of \$277,380 placed on it for the public auction scheduled for Friday March 26, 2021 at 2:00 p.m. in the Town of Olds Council Chambers, and

That Roll #4304800 – Lot 5B, Block 11, Plan 414LK – have a reserve bid of \$144,090 placed on it for the public auction scheduled for Friday March 26, 2021 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 Division 8 – Recovery of Taxes related to Land

## 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 two properties in the Town of Olds that qualify under the Municipal Government Act to be offered for public auction prior to March 31, of 2021.

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. Grant Clark, AMAA responded stating that in his experience residential home sales transactions for tax recovery process are typically 10% below the assessed value. With this in mind the recommended reserve bid for the residential homes is 90% of the assessed value.

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, 2021 the tax recovery process would need to be started from the beginning for these two properties.

#### **FINANCIAL CONSIDERATIONS**

☐ **Approved by budget**

☐ **New = Budget Adjustment**

<b>Cost</b>	<b>Funding Source</b> (budget/in kind/grant) with <b>G/L Code</b>
Property 1 - \$ 20,038.31	Municipal Tax Revenue
Property 2 - \$ 2,789.66	
<b>Total Cost \$ 22,827.97</b>	

Author: Sheena Linderman	Director of Finance	Date: February 3, 2021
Director Signature:	Sheena Linderman Electronically signed	Date: February 3, 2021
CAO Signature:	Michael Merritt Electronically Approved	Date: February 5, 2021



Request for Decision

**Elected Official Event Request**

February 8, 2021

**RECOMMENDATION**

That Council approve the request from Councillor Overwater to attend the Alberta Association of Police Governance, Annual Conference on April 23 & 24, 2021 and approve the proposed expenses of \$1713.20 for that conference, as presented.

**STRATEGIC ALIGNMENT**

In Councils Strategic Plan for the 2017-2021 term, focus area six is Communication and Engagement. The goal for this area is:

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

**LEGISLATIVE AUTHORITY**

Municipal Government Act

Town of Olds, Council Policy 106 Remuneration and Benefits

**BACKGROUND**

At the January 25, 2021, Councillor Overwater updated Council on the inaugural meeting of the Olds Police Advisory Committee (OPAC) and noted she was voted in as Chair of the committee. Councillor Overwater spoke on the opportunity for the Chair and Vice Chair to attend an annual conference and AGM being held in Brooks, Alberta on April 23 & 24, 2021.

This conference is being hosted by Alberta Association of Police Governance. It is intended to support excellence in civilian governance and oversight of police services in Alberta by providing their members, and potential members, with an enjoyable opportunity to learn and network.

Councillor Overwater was seeking Council's approval to attend the conference, she indicated that she has funds in her budget to cover her attendance.

CAO Merritt indicated that Council allotted a \$2500.00 budget for this committee.

Mayor Muzychka suggested she prepare the cost sheet and necessary information and bring it forward for Council to consider at a future meeting. Councillor Overwater agreed. That is what is being present to Council today for their consideration.

**RISK/CONSEQUENCES**

- Should Council not approve the expenses to attend, it may be a missed opportunity to learn how to better govern the newly created Olds Policy Advisory Board.

**FINANCIAL CONSIDERATIONS**
☐ Approved by budget

☒ New = Budget Adjustment

Cost	Funding Source (budget/in kind/grant) with G/L Code
\$1713.00	

<b>Total Cost</b>	<b>\$1713.00</b>	
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**ATTACHMENTS – n/a**

Author:	Marcie McKinnon Legislative Clerk	Date: February 5, 2021
Mayor Signature:		Date:
CAO Signature:	Michael Merritt Review and approved	Date: February 5, 2021



# 44

## Elected Official Pre-Approval Event FORM



**Town of Olds**

4512 46 Street  
Olds AB T4H 1R5  
Main: 403.556.6981  
Fax: 403.556.6537

This request is included in the Elected Official Professional Development Plan form.

☐ Yes ☐ No

NAME: MA Overwater

WHAT: Alberta Association of Police Governance

WHERE: Brooks Alberta

WHEN: April 23-24/2021

**\*\*PLEASE NOTE RECEIPTS WILL BE REQUIRED FOR REIMBURSEMENT \*\***

**TOTALS**

Airfare \$	Taxes = \$	\$
Bus/Taxi		\$
Mileage ( <u>410</u> km)		\$ <u>213.20</u>
Parking		\$
Registration PRE-Conference		\$
Registration Conference		\$ <u>500.00</u>
GALA/Banquet		\$
Hotel cost per night \$ <u>125</u> x <u>2</u> nights (plus tax)		\$ <u>250 -</u>
Hotel Name: <u>Hotel Heritage Inn Hotel Convention Suites</u>		
<b>MEALS:</b> (if not included)		
Breakfast:		\$
Lunch:		\$
Dinner:		\$ <u>3100.00</u>
OTHER Miscellaneous Estimated expenses: <u>per diem 2 x 325</u>		\$ <u>650.00</u>
<b>TOTAL</b>		\$ <u>1713.20</u>

How does this fit with the goals in the Town of Olds Corporate Strategic Plan?

Police Advisory Governance Training

Prior to Attendance:

**MAYOR APPROVAL**

Date

[Signature]  
Elected Official Signature

Feb 03/21  
Date

The following per diem rates are effective November 1, 2017:

- < 30 Minutes \$ 50.00
- 30 minutes to 2 hours \$100.00
- Up to 2 hours \$100.00
- 2 to 4 hours \$150.00
- 4 to 8 hours \$250.00
- > 8 hours (flat rate) \$325.00 The flat rate would cover an actual full day of 10-14 hour days (includes travel time)
- Special Events \$100.00

The personal information on this form is collected under the Freedom of Information and Protection of Privacy Act and will be used in order to process this form. Please forward questions or concerns to the FOIPP Coordinator at 4512 46 Street, Olds, AB T4H 1R5. Phone 403-556-6981, Fax 403-556-6537, or email [FOIP@olds.ca](mailto:FOIP@olds.ca).





Request for Decision

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

February 8, 2021

### RECOMMENDATION

**That the reports from Council, Authorities, Boards, Committees and Commissions ending February 8, 2021 be received for information.**

### STRATEGIC ALIGNMENT

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

### LEGISLATIVE AUTHORITY

*Excerpt from Council Member Appointment Policy:*

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

### BACKGROUND

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

	Central Alberta Economic Partnership (CAEP)		Olds & District Chamber of Commerce
✓	Broadband Investment Committee		Olds Citizens' on Patrol
	Emergency Management		Olds Institute for Community & Regional Development (OICRD)
✓	Family & Community Support Services (FCSS)		Olds Institute Technology Committee
	Inter-municipal Cooperation Committee (ICC)		Olds Municipal Library Board (OML)
	Inter-municipal Planning Commission	✓	Olds Policing Advisory Committee (OPAC)
	Inter-municipal Subdivision and Development Appeal Board		Parkland Community Planning Services (PCPS)
	Mountain View Regional Waste Management Commission (MVRWMS)		Parkland Regional Library Board (PRL)

	Mountain View Regional Water Services Commission (MVRWSC)		Public Art Advisory Committee (PAAC)
	Mountain View Seniors' Housing (MVSH)		Red Deer River Municipal Users Group (RDRMUG)
	Municipal Area Partnership (MAP)		South Red Deer Regional Wastewater Commission (SRDRWC)
	Municipal Planning Commission (MPC)		Southern Alberta Energy from Waste Association (SAEWA)

### 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**

<b>Cost</b>	<b>Funding Source</b> (budget/in kind/grant) with <b>G/L Code</b>
Council Personal Development Plans	2021 Operation Budget
<b>Total Cost</b>	

### ATTACHMENTS

Various minutes are attached

Author:	Marcie McKinnon Legislative Clerk	Date: February 5, 2021
CAO Signature:	Michael Merritt	Date: February 5, 2021

Minutes of the Town of Olds Council Committee on Broadband Investment meeting held electronically on Wednesday, January 13, 2021 at 2:30 p.m. through Zoom Meetings in the Council Chambers, at the Town Municipal Office. 49

The Broadband Investment Committee Meeting was conducted through electronic communications and was held without the public body present at meeting location and was electronically communicated through ZOOM MEETINGS. The PUBLIC had the opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID 848 4797 8186 and then Password 671557 to listen in to the live meeting.

#### **PRESENT – ELECTED OFFICIALS:**

In the Chair, Mayor Michael Muzychka (from Chambers)

#### **ELECTRONICALLY PRESENT – ELECTED OFFICIALS:**

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

#### **ABSENT– ELECTED OFFICIALS:**

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

Michael Merritt, Chief Administrative Officer, Sheena Linderman, Director of Finance, Doug Wagstaff, Director Of Community Service and Legislative Clerk, Marcie McKinnon.

#### **1. CALL TO ORDER**

Mayor Michael Muzychka called the meeting to order at 2:30 p.m.

Mayor Muzychka called for any Added items – none brought forward.

#### **2. ADOPTION OF THE AGENDA**

Moved by Councillor Harper, “to accept the Broadband Investment Committee Meeting agenda for the Wednesday, January 13, 2021, as presented.”

Motion Carried BIC21-01

Councillor Bennett left the meeting at 2:32 p.m.

#### **3. PRESENTATIONS AND DELEGATIONS**

##### **CLOSED SESSION**

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

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

**FOIP Section 27 – Privileged Information**

Moved by Councillor Overwater, “that Broadband Investment Committee move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 16 Disclosure harmful to business interests of a third party, FOIP Section 25 Disclosure harmful to economic and other interests of a public body and FOIP Section 27 Privileged Information.”

CAO Merritt spoke about the Broadband Investment Committee being created on direction of the Town’s legal advisors, he requested Director Linderman, Director Wagstaff and Legislative Clerk Marcie McKinnon remain in the closed session.

Councillor Overwater finalized her motion with closed session attendees to be: CAO Merritt Director Linderman, Director Wagstaff and Legislative Clerk, Marcie McKinnon, Rodd Thorkelsson from Brownlee, and Mr. Dave Lewis with BDO in attendance.”

Motion Carried BIC21-02

Mayor Muzychka provided meeting participants information on how the Committee will move in and out of closed session.

Administration moved all non-committee members into the waiting room at 2:40 p.m.

Moved by Councillor Harper “that the meeting reconvene to the regular committee meeting at 3:25 p.m.”

Motion Carried BIC21-03

Mayor Muzychka recessed the meeting at 3:25 p.m.

Mayor Muzychka reconvened the meeting at 3:35 p.m.

Administration moved the public from the waiting room back into the meeting.

#### RISE AND REPORT

Moved by Councillor Blatz, “that council accept the information as presented and that the next Broadband Investment Committee meeting be set for Tuesday, January 26, 2021 at 2 pm.”

Motion Carried BIC21-04

#### **4. ADJOURNMENT**

Moved by Councillor Overwater, “that this meeting be adjourned at 3:36 p.m.”

Motion Carried BIC21-05

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Michael Muzychka,  
Mayor

---

Michael Merritt,  
Chief Administrative Officer

These minutes were approved on the twenty-eighth day of January, 2021.



## Town of Olds

Minutes of the Town of Olds Family & Community Social Services (FCSS) Advisory Board Meeting held Thursday, January 21, 2021 at 6:0 p.m. via Zoom.

### **PRESENT – Committee & Town of Olds Staff:**

In the Chair, Angie Durant

Carolyn Tshoumy, Jaeme Redgwell, Rose Haugen, Jolene Staples, Barb Adair, Councillor Wanda Blatz, Heather Dixon, Community Facilitator, Michelle LaRoche, Manager of Community Services and Recording Admin

Guest: No guests.

### **1. CALL TO ORDER**

Chair Angie Durant called the meeting to order at 6:29 pm.

### **2. ADDED ITEM(s)**

6a Conflict of Interest – Angie Durant

### **3. ADOPTION OF THE AGENDA**

Moved by Carolyn Tshoumy “that the agenda be adopted for the FCSS Advisory Board meeting of January 21, 2021 as amended”.

Motion Carried

### **4. ADOPTION OF PREVIOUS MINUTES**

Moved by Rose Haugen “to adopt the meeting minutes from November 26, 2020 FCSS Advisory Board Meeting as presented”.

Motion Carried.

### **5. UNFINISHED BUSINESS**

A. Bylaw Review. All committee members reviewed. No questions.

### **6. NEW BUSINESS**

A. Angie Durant brought forward that her position with Chinooks School Edge Division has changed and she is now in conflict of interest when approving Family School Wellness FCSS Applications. The board agreed that she shall be put into the ZOOM waiting room while discussions and recommendations are made on the Family School Wellness 2021 FCSS Grant Application.

B. Funding Requests for 2021

a) Boys and Girls Club

Moved by Angie Durant, “to accept the funding recommendation allocation of \$55,000”

Motion Carried

b) Chinook’s Edge – Family School Wellness

Moved by Carolyn, “to accept the funding recommendation allocation of \$21,666”

Motion Carried

c) HOPE – The Conversation Has to Happen  
 Moved by Councillor Wanda Blatz, “to accept the funding recommendation allocation of \$3,500”  
Motion Carried

d) Mountain View Emergency Shelter Society  
 Moved by Carolyn Tshoumy, “to accept the funding recommendation allocation of \$850”  
Motion Carried

e) Mountain View Moccasin House  
 Moved by Councillor Wanda Blatz, “to accept the funding recommendation allocation of \$3,540”  
Motion Carried

i) Olds and District Hospice Society  
 Moved by Rose Haugen, “to accept the funding recommendation allocation of \$4,000”  
Motion Carried

j) YES Program  
 Moved by Joleen Staples, “to accept the funding recommendation allocation of \$14,280”  
Motion Carried

4C) Future meeting dates

## 7. CORRESPONDENCE AND INFORMATION

## 8. ADJOURNMENT

Move by Angie Durant “that the FCSS Advisory Board Meeting be adjourned at 7:21 pm.”  
Motion Carried

### Future Meeting dates:

March 18, 2021  
 June 17, 2021  
 September 16, 2021  
 November 18, 2021  
 Each Zoom meeting will begin at 6:00 pm

These minutes were approved on March 18, 2021.

\_\_\_\_\_  
 Angie Durant, Chair

March 18, 2021  
 Date

\_\_\_\_\_  
 Terri Sperle, Recording Admin

January 21, 2021  
 Date



## Prior to Adoption

Minutes of the Olds Policing Advisory Committee meeting conducted electronically through ZOOM on Thursday, January 14, 2021 at 7:00 p.m.

### Present – Committee Members:

Michael Keeling-Barrand, Marnie Joleen Williams, Jody Tomm, James Cummings, Tony Hammer, Councillor Mary Anne Overwater, Councillor Heather Ryan, and OPAC Alternate, Councillor Mitch Thomson.

### Present – Staff:

Sgt. Eric Christensen, Senior Community Peace Officer, S/Sgt. Jim MacDonald, Olds RCMP Detachment, Doug Wagstaff, Director of Community Services, Jennifer Lutz, Meeting Facilitator and Recorder.

Regrets: Justin Andrew, Director of Protective Services.

## 1. CALL TO ORDER

Jennifer Lutz called the meeting to order at 7:00 p.m.

### A.) SWEARING IN CEREMONY: Office of Oath

Michael Keeling-Barrand, Marnie Joleen Williams, Jody Tomm, James Cummings, Tony Hammer, Councillor Mary Anne Overwater, Councillor Heather Ryan, and OPAC Alternate Councillor Mitch Thomson repeated the following declaration and were sworn in as OPAC members.

*I, do solemnly and sincerely swear (or affirm) that I will diligently, faithfully, and to the best of my skill and knowledge, execute the powers, and perform the duties entrusted to me as an Olds Policing Advisory Committee Member. I promise to respect and maintain confidentiality for matters associated with the Olds Policing Advisory Committee.*

### B.) ADDED ITEMS (S)

No items were added.

### C.) ADOPTION OF THE AGENDA

Councillor Heather Ryan requested item D) Elect Chair and Vice Chair be moved to item A) under New Business.

Moved by Councillor Heather Ryan, "to accept the agenda as amended".

Motion Carried.

## 2. INTRODUCTIONS

- A.) All participants shares their hopes for the committee and some background information about themselves.

### 3. ADOPTION OF PREVIOUS MINUTES

OPAC inaugural meeting, there are no previous meeting minutes.

### 4. PRESENTATIONS AND DELEGATIONS

#### A.) Background Information – How did we get here?

As per the **Alberta Police Act** RSA 2000, C-P-17, Section 23, municipalities which have an agreement with the Royal Canadian Mounted Police (R.C.M.P.) may establish a Policing Committee, Policing Advisory Committee or the municipal responsibilities of policing governance can be left in the hands of the elected Council of the day.

In 1995, the Olds and District Community Policing Advisory Society was formed. The group disbanded in 2016, as it was felt it was no longer serving the needs of the community. Council believed community engagement with policing is a priority and there were lessons learned from the former group. A new group should focus on the Olds area, with a smaller member base consisting of members, living or working in the Town of Olds committed to this process. The prior group used a delegated approach and the group evolved to a reporting body, without consistent representation.

Providing a safe, secure and healthy community is a key strategic goal of Council so Administration was tasked to relook at Community-based Police Governance options.

#### Key differences in committee structures:

**A Policing Commission**, such as the City of Calgary Police, establishes its own policing service. This was not viewed as something the Town of Olds wanted to look at.

**A Policing Committee** must follow prescribed actions as outlined in the *Police Act*, such as the creation of a bylaw and the appointment of a Public Complaint Director. The Alberta Solicitor General's office officially recognizes this structure and may offer more support because a community is following their prescribed processes.

**A Policing Advisory Committee** has more autonomy and can use a Terms of Reference as a guidance document for the committee.

In either a Community Police Committee or a Community Police Advisory committee, Council remains responsible to oversee budgets related to policing and remains the signing authority of the Municipal Police Service Agreement.

#### Benefits of Citizen Involvement:

- Having a say – community input for policing priorities and goals
- More robust communication the community and local police and community
- Provide advice to council
- A different way to reach members of the community who want to engage, such as;
  - Support community members who have concerns regarding a perceived power imbalance with the RCMP;
  - For members of the community that are vocal about policing but are reluctant to engage directly with RCMP or a formal institution for help; and to
  - Guide the process with public complaints about service delivery or a police officer conduct.

After much research and discussion, Council approved the formation of a Policing Advisory Committee in June 2020.

### 5. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS

OPAC inaugural meeting - N/A.



## 6. NEW BUSINESS

St/Sgt MacDonald requested that we drop rank and title and refer to members by first name only, OPAC Committee Members agreed.

### A) ELECT CHAIR AND VICE CHAIR FOR THE COMMITTEE

Heather Ryan nominated Mary Anne Overwater as Chair, seconded by James Cummings. There were no other nominations and Mary Anne agreed to serve as Committee Chair.

Motion Carried.

Mary Anne Overwater nominated Marnie Joleen Williams as Vice Chair. There were no other nominations and Marnie agreed to serve as Committee Vice Chair.

Motion Carried.

### B) REVIEW TERMS OF REFERENCE

As OPAC is a Committee of Council, any amendments to the Terms of Reference would need to go back to Council for approval. It was suggested amendments are captured and bundled so when the document is taken back to council, there is a better understanding of any potential changes that are required once we start functioning as a group.

The Terms of reference was reviewed line by line. There was question/answer and general discussion.

The value statement was incorporated Town of Olds focus to on “Welcome and Inclusive Communities initiative”.

Committee Composition listed potential background suggestions, such as social services background, to give the public and potential members an indication of skills that may be helpful to the committee but the list includes members-at-large to ensure inclusivity.

There was a suggestion to include Cst. Morley Statchuk, RCMP Community Resource Officer as a participant in the Terms of Reference. It was noted at any time, OPAC members or staff are able to invite guests or resources that would complement a meeting. Those resource people do not have to be named in the Terms of Reference document.

How does the public at large engage with the committee? How do we deal with Complaints? It was initially thought that the general public would primarily access the committee through an OPAC email address or staff contact which would then be brought forward to the committee. A policy manual has been started and will be shared after this meeting. A formalized complaint process will be included once it is accepted by the committee. It was noted the Committee can't act on the behalf of a member of the public or bring a formal complaint to the RCMP as the RCMP needs to hear that complaint first hand. OPAC and the formal RCMP structure process will need to work hand in hand. Policing Committees have a procedure in place that could use as a guideline.

A communication strategy needs to be created when sharing information regarding the committee is shared with the public. It is important to have a process in place before community engagement begins. There could be opportunities to leverage the Zoom meeting platform within the community to potentially host a town hall meeting.

As a new committee, a few more short meetings may be needed to help establish process to engage the community and setting up how the committee functions.

A suggestion was made to re-word **Frequency of Meetings f)** in the Terms of Reference as the verbiage seems formal, outdated and a potential barrier for the public to participate. We need to communicate OPAC isn't just a committee of Town Council and Staff, but includes their peers.

There was a desire to reduce barriers for people to participate, keeping in mind that members want process and structure to support productive conversations with public in emotionally charged situations.

It was suggested it is important to allot time to have confidential and candid conversations. It was felt the former group got too big, and had inconsistent participation and lost the platform to do this.

The Committee needs processes to ensure members who may have different roles in the community, are not put in uncomfortable situations.

A question regarding Liability Insurance was asked. Doug Wagstaff will confirm and report back.

#### C) OPAC POLICY MANUAL AND TRAINING

OPAC has an annual budget of \$2500 to support the work of this committee, including training and conferences. There are two related conference coming up:

- [Alberta Association of Police Governance](https://aapg.ca/conferences/)
- <https://aapg.ca/conferences/> April 23 & 24, 2021 (Hosted in Brooks)
- [Alberta Community Crime Prevention Association](https://www.albertacrimeprevention.com/2021-conference/)
- <https://www.albertacrimeprevention.com/2021-conference/> May 10-13, 2021 (Virtual)

An initial draft policy manual and information regarding upcoming conferences will be circulated to the committee after the meeting.

#### D) COMMUNITY SWOT – TABLED

### Final thoughts/meeting reflections

- Members agreed that a follow-up meeting is needed before the next quarter
- It would be good for the committee to have an opportunity to learn how the RCMP works, various roles and responsibilities within the detachment are and post-COVID-19 a tour.
- Understanding the relationship between RCMP and Municipal Enforcement
- Ensure committee is able to have candid conversations
- Balancing the public engagement piece
- Would like to road-map next steps
- Second or third Thursday evenings of the month work for this group
- A big thank you and best wishes to Jim MacDonald on his upcoming retirement

### 7. ADJOURNMENT

Moved by James Cummings "that this meeting be adjourned at 8:57 p.m." Motion Carried

A) Next Meeting Scheduled - February 11, 2021 (via ZOOM until further notice)

#	Action Items:	Assigned To	Due Date	Closed
1	Circulate Draft Process Manual	JL	ASAP	X
2	Circulate AAPG & ACCPA Conference information	JL	ASAP	X
3	Check on Liability Insurance	DW	ASAP	X
4	Co-chairs to connect for pre-planning	MAO, MJ	Feb 11	



Town of

Request for Decision

**Correspondence and Information**

February 8, 2021

**RECOMMENDATION**

**That the Correspondence and Information Report ending February 8, 2021 be received for information.**

**STRATEGIC ALIGNMENT**

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

**LEGISLATIVE AUTHORITY**

Excerpt from Council Communication Response Policy:

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

**BACKGROUND**

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

Communication Response Council Policy 105C excerpt:

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

**LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:**

ITEM #	FROM / TO	REGARDING
<b>A</b>	Reeve of Municipal District Bonnyville No 87 (dated January 20, 2021)	Need for a Stronger Western Canadian Municipal Advocate
<b>B</b>	Mayor of High River (dated February 3, 2021)	Reinstatement of the 1976 Coal Development Policy

**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: February 5, 2021
CAO Signature:	Michael Merritt Electronically Reviewed and Approved.	Date: February 5, 2021



January 20, 2021

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

Attn: Mayor and Council

**RE: Need for a Stronger Western Canadian Municipal Advocate**

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The past few years have presented convincing evidence of the continued lack of advocacy and blatant disregard at the federal level for Western Canada's needs and one of its highly significant industries that impacts us all: the natural resources industry. Our Council here at the Municipal District of Bonnyville (M.D.) is beyond frustrated with this lack of effective representation that Western Canadian municipalities receive.

Currently, our only voice at the national table is that of the Federation of Canadian Municipalities (FCM). From their website, FCM states they "...advocate for municipalities to be sure their citizens' needs are reflected in federal policies and programs. Year after year, our work benefits every municipal government and taxpayer in Canada, and our programming delivers tools that help municipalities tackle local challenges."

**Question:** Do you feel that FCM advocates for the needs of your municipality or western Canada?

**Question:** Does the annual FCM Conference agenda/tours provide relevant value for your municipality?

**Question:** Are the needs of western Canada different than those of eastern Canada, and if so, is it time we entertain the idea of a WCM (Western Canadian Municipalities)?

To their credit, FCM did add a Western Economic Solutions Taskforce as one of their 15 program areas. Unfortunately, this initiative – which was created to mitigate the genuine alienation and hostility western Canadian municipalities experienced at the 2019 FCM Annual Conference held in Quebec City – has not produced any real results.

Our hope is that this letter will spark the much-needed conversation and potential solution to this long-standing issue. We sincerely request that you and your Council take the time to truly reflect on the level of service you are receiving from your current federal advocate. Are they truly the federal voice advocating for your citizens and your municipality?

The M.D. and many other communities across Alberta and western Canada are proud supporters and partners of the oil and gas industry. We wish to be a part of a solution that supports industry competitiveness rather than be forced to absorb Ontario's and Quebec's concepts of crippling changes that impact our municipal sustainability.

Thank you in advance for your Council's reflection on this topic and we look forward to hearing any feedback you may have.

Yours sincerely,



Greg Sawchuk  
Reeve

cc: Mr. Barry Morishita, President, Alberta Urban Municipalities Association  
Mr. Paul McLauchlin, President, Rural Municipalities of Alberta

/eq



309B Macleod Trail SW  
High River, Alberta Canada T1V 1Z5  
P: 403.652.2110 F: 403.652.2396  
www.highriver.ca

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February 3, 2021

*OFFICE OF THE MAYOR*

*VIA E-MAIL: admin@olds.ca*

Office of the Mayor,  
Town of Olds  
4512 - 46 Street  
Olds, AB T4H 1R5

**Attention: Mayor Michael Muzychka**

**RE: Reinstatement of the 1976 Coal Development Policy**

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Dear His Worship:

In June of 2020, the Government of Alberta rescinded the Coal Development Policy (Coal Policy) without adequate consultation with First Nations, environmental groups, residents, property owners and local governments. This policy was originally developed with the intended purpose to guide coal extraction along the eastern slopes of the Rockies based upon a land use classification system and dictated where and how coal leasing, exploration and development could occur.

The Coal Policy introduced in 1976, guided coal extraction in one of the most important landscapes in Alberta and Canada. The Eastern Slopes provides water to users from the Rockies to the Hudson Bay. For 44 years, the policy provided essential protection of valuable water resources, ensuring downstream communities had access to clean drinking water, that farmers had access to irrigation water to protect their livelihoods and that ecosystems that tourists come to experience remained in their pristine state.

The rescindment of any policy that affects public lands and/or water resources, requires public consultation with First Nations, environmental groups, residents of Alberta, property owners and local municipalities. Without that consultation, our democratic processes are undermined.

In response to the Government of Alberta's action, the Town of High River's Council adopted the following resolution at its Regular Meeting of Council on January 11, 2021:

***BE IT RESOLVED THAT*** Council direct Administration to draft a letter to Premier Jason Kenney, requesting the immediate reinstatement of the 1976 Alberta Coal Policy which was rescinded on June 1, 2020;



***AND THAT*** the letter requests that the Government of Alberta begin public consultation with Indigenous groups, environmental groups and all stakeholders in Alberta on any proposed revisions or replacement to this policy;

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***AND FURTHER THAT*** this letter be sent to the Minister of Environment & Parks Honorable Jason Nixon, Minister of Energy Honourable Sonya Savage as well as the MLA for Livingstone-Macleod Roger Reid.

This letter was sent to the Premier and Ministers on January 12, 2021 and a meeting has been requested with the Premier. To date, the Town of High River has neither received a response to our letter nor a meeting with the Premier.

Other local governments, public officials and Albertans have called upon the Government of Alberta to reinstate the Coal Policy. In response, the Government of Alberta has cancelled some of the coal leases but this is not adequate in order to protect water resources for downstream communities, such as High River.

Therefore, at the February 1, 2021 Special Meeting of Council, the following resolution was adopted:

***WHEREAS*** Council adopted resolution #RC 14 -2021 requesting the Province of Alberta immediately re-instate the 1976 Coal Development Policy;

***AND WHEREAS*** coal exploration and open pit mining will impact water resources for downstream communities affecting businesses, residents, ranchers, farmers and ecosystems;

***AND WHEREAS*** coal exploration is causing irreparable damage to the landscapes and watersheds as well as adversely affecting the public's access, use and enjoyment of Crown lands on the Eastern Slopes of Alberta;

***AND WHEREAS*** local First Nations groups, municipalities, landowners and ranchers are legally challenging the Province's rescindment of the 1976 Coal Policy in the Courts;

***BE IT RESOLVED THAT*** Council request all coal exploration be immediately ceased on the Eastern Slopes of Alberta and cease issuance of any new exploration permits on the Eastern Slopes of Alberta until public consultation has taken place regarding the future of coal mining on the Eastern Slopes of Alberta;

***AND THAT*** Council request the Government of Alberta & Premier Jason Kenney issue an immediate stop work order for all existing coal exploration permits on the Eastern Slopes of Alberta and cease issuance of any new exploration permits on the Eastern Slopes of Alberta until public consultation has taken place regarding the future of coal mining on the Eastern Slopes of Alberta;

***AND THAT*** Council direct Administration to investigate legal options relating to the damage caused due to exploration on Alberta's Eastern Slopes.


***AND FURTHER THAT*** Council direct Administration to prepare a letter with a copy of this resolution to all members of the Federation of Canadian Municipalities, Alberta Urban Municipalities Association, Rural Municipalities of Alberta, Municipalities of Saskatchewan, Saskatchewan Association of Rural Municipalities and Association of Manitoba Municipalities requesting their support to re-instate the 1976 Coal Development Policy.



In light of this resolution, the Town of High River is respectfully requesting that you consider drafting a letter of support to the Government of Alberta for the immediate Exploration Stop Work Order as well as the reinstatement of the Coal Policy. 61

Thank you for considering our request,

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Snodgrass", enclosed within a large, loopy oval shape.

Craig Snodgrass  
Mayor

CS/cp/kr