



**Regular and Closed Council Meeting Agenda
for Monday, January 11, 2021 at 1:00 p.m.
To be held electronically through the Council Chambers,
at the 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 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.**

1. CALL TO ORDER

A.) ADDED ITEM(s)

B.) ADOPTION OF THE AGENDA

2. ADOPTION OF PREVIOUS MINUTES

Pages 3-10 2A) Regular Council Meeting Minutes - December 14, 2020
Special Closed Council Meeting Minutes – December 18, 2020

3. PRESENTATION AND DELEGATIONS

Pages 11-18 3A) Emergency Management Agency - COVID Update

4. BUSINESS ARISING OUT OF MINUTES/UNFINISHED BUSINESS

5. BYLAWS

Pages 19-22 5A) Bylaw 2021-03 Establish a Council Committee of Broadband Investment

6. NEW BUSINESS

Pages 23-29 6A) Council Policy 106C Remuneration and Benefits
Pages 30-31 6B) Mountain View Summer Games Legacy Foundation
Pages 32-33 6C) 2021 Oldman River Region GIS Enhancement Project and the
2021 South Regional Urban Orthophotography Project
Pages 34-35 6D) Council Meetings – COVID Regulations
Pages 36-39 6E) Alberta Community Partnership Grant

7. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

8. QUARTERLY FINANCIAL POSITION UPDATE

9. CORRESPONDENCE AND INFORMATION

Pages 40-45 9A) Correspondence and Information

CLOSED

Item #1

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

10. ADJOURNMENT

PUBLIC INFORMATION:

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

CLOSED SESSION INFORMATION:

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

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

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



Request for Decision

Adoption of Meeting Minutes

January 11, 2021

RECOMMENDATION

That the minutes from the December 14, 2020, Regular Council meeting be adopted as presented.

That the minutes from the December 21, 2020, Special Closed Council meeting be adopted as presented.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

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

The chief administrative officer must ensure that

(a) minutes of each council meeting

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

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

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

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

Town of Olds Procedural Bylaw 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 December 14, 2020.
2. Prior to Adoption: Special Closed Council meeting minutes of December 21, 2020.

Author:	Marcie McKinnon Legislative Clerk	Date: January 7, 2021
CAO Signature:	Michael Merritt	Date: January 8, 2021

Minutes of the Town of Olds Regular Council meeting held electronically on Monday, December 14, 2020 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
Councillor Debbie Bennett, Councillor Wanda Blatz, Councillor Mary Jane Harper, Councillor Mary Anne Overwater, Councillor Heather Ryan and Councillor Mitch Thomson.

ABSENT– ELECTED OFFICIALS:

PRESENT for the Regular meeting of Council – STAFF:

Michael Merritt, Chief Administrative Officer; Doug Wagstaff, Director of Community Services; Sheena Linderman, Director of Finance; Scott Chant, Director of Operations; Monica Leatherdale, Communications Coordinator and Marcie McKinnon, Legislative Clerk.

1. CALL TO ORDER

Mayor Michael Muzychka called the meeting to order at 1:02 p.m.

A.) ADDED ITEM(s)

CAO Merritt requested item 6A) COVID Update – DEM Brian Powell be moved up the agenda to under Section 3) Presentations and Delegations.

B.) ADOPTION OF THE AGENDA

Moved by Councillor Ryan, “to accept the Council agenda for the Monday, December 14, 2020 regular Council meeting, as amended.”

Motion Carried 20-515

2. ADOPTION OF PREVIOUS MINUTES

2A) Regular Council Meeting Minutes – November 9, 2020

Moved by Councillor Bennett, “that the minutes from the November 23, 2020, Regular Council meeting be adopted as presented.”

Motion Carried 20-516

Moved by Councillor Blatz, “that the minutes from the November 25, 2020, Special Council meeting be adopted as presented.”

Motion Carried 20-518

Moved by Councillor Overwater, “that the minutes from the November 30, 2020, Special Council meeting be adopted as amended. (Two corrections requested on page 1, under 3A) AMA be changed to AEMA and on page 18 & 19 Thompson be changed to Thomson.)

Motion Carried 20-519

3. PRESENTATION AND DELEGATIONS

~~6A)-3A) COVID Update – DEM Brian Powell~~

DEM Brian Powell provide Council with an Incident Command Post (ICP) update as contained in the agenda package.

Director Wagstaff spoke on the Town of Olds facilities opening and holiday closures.

CAO Merritt provided update on the Administrative Office hours, holiday closures and he suggested that Council consider cancel the January Council Policies and Priorities Committee meeting as there are only three standing items on the agenda at this time.

Moved by Councillor Blatz, "that Council accept the ICP update as presented for information."

Council sought clarity on traffic ticketing within vehicles, also household COVID restrictions.

Director Wagstaff indicated that we have not issued any fines on COVID issues at this time. All complaints are directed to and handled through Alberta Health Services (AHS). AHS then reaches out to the necessary local jurisdiction to action accordingly.

Motion Carried 20-520

Moved by Councillor Overwater, "that Council cancel the January 4, 2021, Council Policies and Priorities Committee Meeting as scheduled."

Motion Carried 20-521

Council requested weekly updates from Mayor and Administration during any closures.

4. BUSINESS ARISING OUT OF MINUTES/UNFINISHED BUSINESS

None

5. BYLAWS

5A) Bylaw 2020-17: Rates Bylaw

Director Linderman spoke to the amended on Schedule 'A' on second black bin.

Moved by Councillor Thomson, "that second reading be given to Bylaw 2020-17 Rates Bylaw 2020-17, as amended."

Motion Carried 20-522

Council discussion ensued on the lower cost of second black bin.

Moved by Councillor Ryan, "that third reading be given to Bylaw 2020-17 Rates Bylaw, as amended."

Motion Carried 20-523

5B) Bylaw 2020-18: 2021 Election Bylaw

Legislative Clerk, Marcie McKinnon advised of a change of wording be considered from "Incapacitated voter" be changed to "Person with disability".

Moved by Councillor Harper, "that second reading be given to Town of Olds 2021 Election Bylaw 2020-18, as amended."

Motion Carried 20-524

Moved by Councillor Blatz, "that third reading be given to Town of Olds 2021 Election bylaw 2020-18, as amended."

Motion Carried 20-525

6. NEW BUSINESS

6B) Council Appointment Town of Olds Development Officer

Moved by Councillor Harper, "that Mr. Kyle Sloan be appointed as Development Officer for the Town of Olds, with authority to sign development and building permit applications."

Motion Carried 20-526

6C) 2020 Family and Community Support Services Grants Approvals

Director Wagstaff spoke to the grant approvals being presented to Council for considerations.

Moved by Councillor Blatz, "that Council approves FCSS grants as follows:

Boys and Girls Club	\$8,000
YES Program	\$5,000
TOTAL	\$13,000

Motion Carried 20-527

6D) Business Licenses

CAO Merritt spoke to request to waive 2021 resident business license fees.

Director Linderman spoke on the proposed intent to waive the fees, total of relief of resident business license fees totals \$71,125.

Moved by Councillor Overwater, "that the Town of Olds waive 2021 resident business license renewal fees."

Discussion ensued on what "resident businesses" are and the process to be followed.

Motion Carried 20-528

6E) 2021 Operating Budget 2021 and 2022 Capital Budgets 2022-2031 Long Term Capital Plan

Director Linderman presented a balanced 2021 Operating Budget and highlighted details.

Moved by Councillor Blatz, "that the 2021 Operating budget in the amount of \$30,411,701 be approved as presented."

Motion Carried 20-529

Council discussion ensued on market adjustment to staff and splitting and lowering the wage of the Economic Development Officer, RCMP staff, and Council's budget.

Director Linderman presented the 2022-2024 Financial plan as contained in the agenda package.

Moved by Councillor Ryan, "that the 2022-2024 Financial plan be approved as information."

Motion Carried 20-530

Director Linderman presented the 2021 Capital budget as contained in the agenda package.

Moved by Councillor Bennett, "that the 2021 Capital budget in the amount of \$8,476,600 be approved as presented."

Motion Carried 20-531

Moved by Councillor Overwater, "that the 2022 Capital budget in the amount of \$3,675,400 be approved as presented."

Motion Carried 20-532

Director Linderman spoke on the 2022-2031 multi-year capital plan as contained in the agenda package.

Moved by Councillor Thomson, "that the 2022-2031 multi-year capital plan be approved as information."

Motion Carried 20-533

7. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

7A) Reports from Council, Boards and Committees

Moved by Councillor Overwater, "that the Reports from Council, Boards, Committees and Commissions ending December 14, 2020 be received for information."

Councillor Overwater spoke on virtually attending and/or participating in the following events; Special and Regular Council meetings, the Joint Public Hearing with Mountain View County for the Intermunicipal Development Plan (IDP), she completed the Elected Official Education (EOEP) Program course, attended the Southern Alberta Energy from Waste Association (SAEWA) annual general meeting, also attended the Central Alberta Economic Partnership meeting and introduced the Olds Business Representative, Mr. James Carpenter to the board, also attended the Innisfail Economic Development Presentation. Councillor Overwater indicated she had participated in the light tour and encouraged everyone to go out and enjoy the great light displays we have in Olds and wished everyone a Merry Christmas.

Councillor Blatz virtually attended and/or participated in the following events; Special and P&P Council meetings, the Joint Public Hearing with Mountain View County for the Intermunicipal Development Plan (IDP), she completed the Elected Official Education (EOEP) Program course, also attended the Family and Community Support Services meeting, the South Red Deer Regional Wastewater Commission meeting, and wished everyone a merry Christmas.

Councillor Harper spoke on her written report as contained in the agenda package, and delivered twenty-five (25) year membership plaques to business within Olds with the Olds & District Chamber of Commerce.

Councillor Ryan virtually attended and/or participated in the following events; Special and Regular Council meetings, the Joint Public Hearing with Mountain View County for the Intermunicipal Development Plan (IDP), she completed the Elected Official Education (EOEP) Program course, participated in the Regional SDAB hearing in Ponoka, attended the Parkland Regional Library Executive Board meeting, the Olds Municipal Library Board meeting, Councils' P&P meeting, and the attended the Mountain View Seniors Housing Board meeting. (One (1) COVID case has been confirmed within MVSH, they are working closely with and adhering to all directions of AHS.)

Councillor Bennett spoke on attending and participating in many of the already mentioned events. She also attended the Olds Institute Board Meeting, the Mountain View Seniors Housing Board organizational meeting, Town of Olds budget meetings and meetings of Council.

Councillor Thomson spoke on attending and/or participating in the Elected Official Education (EOEP) Program course, the Joint Public Hearing with Mountain View County for the Intermunicipal Development Plan (IDP), regular and P&P Council meetings and also attended the Olds Midnight Madness recently held.

Mayor Muzychka spoke on attending and participating in many of the already mentioned events and meetings, he virtually attended two committee meetings for Alberta Urban Municipalities Association.

On behalf of Council, Mayor Muzychka wished everyone a safe holiday season and encouraged all to shop local.

Motion Carried 20-534

8. QUARTERLY FINANCIAL POSITION UPDATE

9. CORRESPONDENCE AND INFORMATION

9A) Correspondence and Information

CAO Merritt spoke on items contained within the correspondence and information section in the agenda package.

Moved by Councillor Thomson, "that the Correspondence and Information Report ending December 14, 2020 be received for information."

Motion Carried 20-535

CLOSED SESSION

Item 1 – Intermunicipal Cooperation Committee (ICC)

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

Moved by Councillor Overwater, "that Council move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 25 at 2:41 p.m. with CAO Merritt, Director Linderman, Director Wagstaff, Director Chant and Chief Andrew in attendance."

Motion Carried 20-536

Item 2 – Mountain View Regional Water Services Commission

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

FOIP Section 21 – Disclosure harmful to intergovernmental relations

Moved by Councillor Blatz, "that Council move to closed session in accordance with section

197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 16 & 21 with CAO Merritt in attendance."

Motion Carried 20-537

Item 3 – O-NET

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

Councillor Thomson declared a pecuniary interest and indicated that he would recuse himself for item 3 as the Executive Director of Olds Institute.

Moved by Councillor Overwater, "that Council move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 16 with CAO Merritt, Director Linderman and Director Wagstaff in attendance."

Motion Carried 20-538

Mayor Muzychka explained the process for meeting participants when Council moves in and out of the Closed Session.

Mayor Muzychka recessed the meeting at 2:45 p.m.
Administration moved the public into the waiting room at 2:45 p.m.

Councillor Thomson, Chief Andrew and Directors Linderman, Wagstaff and Chant left the meeting at 3:30 p.m.

Moved by Councillor Blatz, "that the meeting reconvene to the regular Council meeting at 4:10 p.m."

Motion Carried 20-539

Mayor Muzychka recessed the meeting at 4:10 p.m.
Mayor Muzychka reconvened the meeting at 4:25 p.m.

RISE AND REPORT

Moved by Councillor Blatz, "that Council instruct the Mayor to act as directed as per our Session."

Motion Carried 20-540

Councillor Thomson rejoined the meeting at 4:26 p.m.
Mayor Muzychka advised Councillor Thomson of the motion.

10. ADJOURNMENT

Moved by Councillor Bennett, "that this meeting be adjourned."

Motion Carried 20-541

Meeting adjourned at 4:26 p.m.

Michael Muzychka,
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved on the ____ day of January, 2021.

Minutes of the Town of Olds Special Closed Council meeting held on Monday, December 21, 2020 at 12:30 P.M. electronically through Town of Olds Council Chambers in Alberta.

PRESENT – ELECTED OFFICIALS:

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

PRESENT for the Regular meeting of Council – STAFF:

CAO Michael Merritt was present via phone.

ABSENT– ELECTED OFFICIALS:

1. CALL TO ORDER

Mayor Muzychka called the meeting to order at 12:34 p.m.

2. ADOPTION OF THE AGENDA

Moved by Councillor Blatz, “to accept the Special Closed Council meeting agenda for December 21, 2020 as presented.”

Motion Carried 20-542

3. CLOSED SESSION

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

Councillor Thomson declared pecuniary interest as the Executive Director of Olds Institute and left the meeting at 12:35 p.m.

Moved by Councillor Ryan, “that Council move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Sections 16 at 12:36 p.m. with CAO Merritt, Directors Linderman and Wagstaff and Rodd Thorkelsson from Brownlee Law and David Lewis from BDO in attendance.”

Motion Carried 20-543

Moved by Councillor Harper, “that the meeting reconvene to the regular Council meeting at 1:44 p.m.”

Motion Carried 20-544

RISE & REPORT

Moved by Councillor Blatz, “that council direct admin to proceed as discussed.”

Motion Carried 20-545

Councillor Thomson rejoined the meeting at 1:47 p.m.

4. ADJOURNMENT

Moved by Councillor Ryan, “that this meeting adjourn at 1:48 p.m.”

Motion Carried 20-546

Meeting adjourned at 1:48 p.m.

Michael Muzychka,
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved on the ____ day of January, 2021.



Request for Decision

COVID-19 UPDATE

January 11, 2021

RECOMMENDATION

That Council accept the Emergency Management Agency's presentation on COVID-19 for 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 *Town of Olds 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 Emergency Management Director Mr. 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 receive the request for information.
2. Council can make another recommendation being specific in what it wishes to direct as an alternate follow up.

FINANCIAL CONSIDERATIONS – n/a**ATTACHMENTS – PowerPoint Presentation**

Submitted By:	Marcie McKinnon Legislative Clerk	Date: January 7, 2021
CAO Signature:	Michael Merritt	Date: January 8, 2021

COVID-19 Incident Command Post UPDATE

Town of Olds Council Meeting
January 11, 2021



ICP – Update

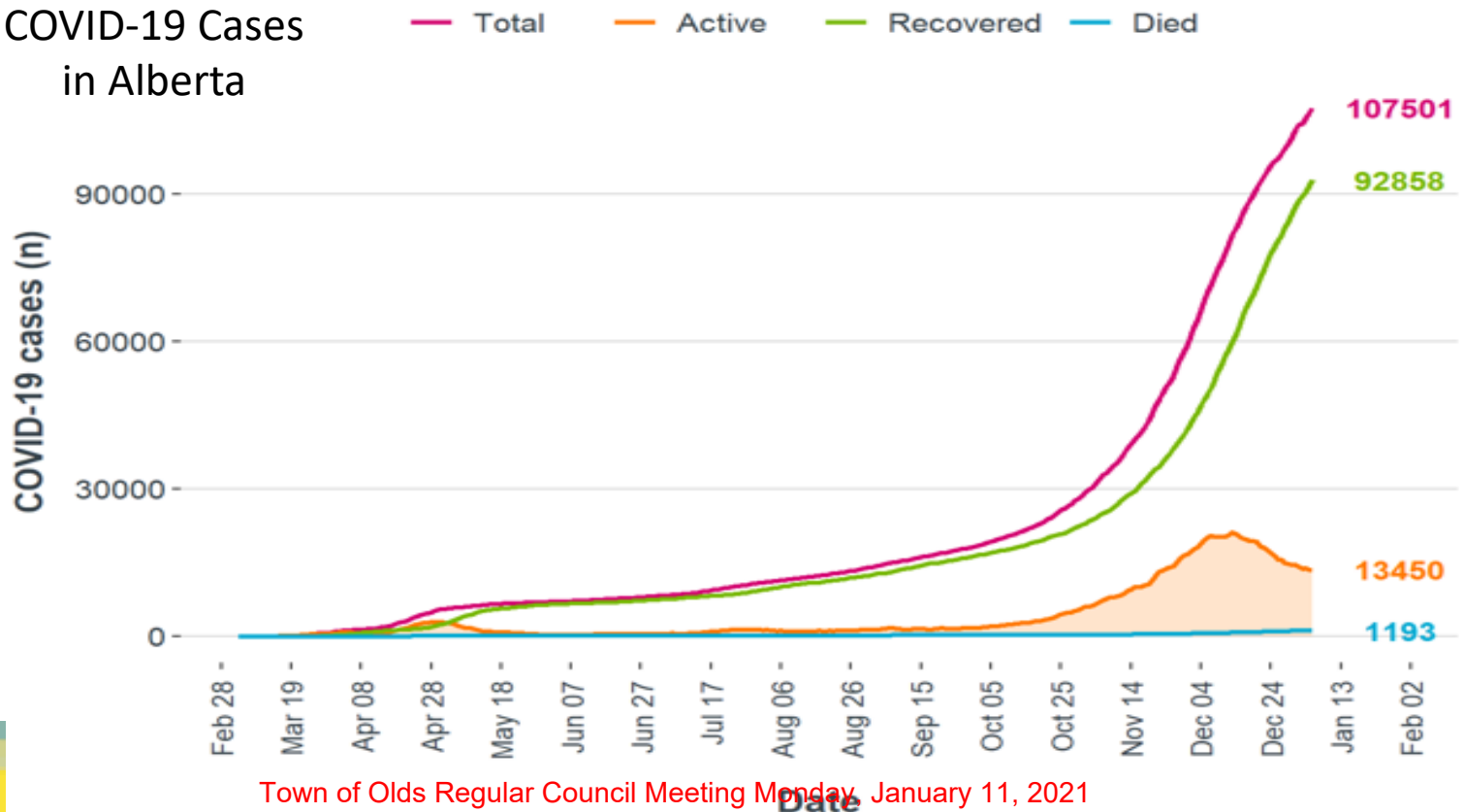
13

Command Staff

Incident Commander

- Monitoring current situation
- Engaging key emergency management partners

COVID-19 Cases
in Alberta



ICP – Update

14

Command Staff:

Liaison Officer

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

Communications

- Updated COVID-19 information on website, social media, and newspaper
- Developed positive Mayor's message for 2021
- Added mental health and addictions information with available resources

Safety

- Regular check-ins and safety messaging

ICP – Update

15

Operations:

Public Works

- Maintaining normal operations

Recreation Facilities

- Closed to public until further notice

Fire

- No classroom training, outdoor or fire hall only

Municipal Enforcement

- Three (3) Violations - issued once it was determined education was not going to provide compliance
- Six (6) Verbal Warnings - issued for non-compliance based on education

ICP – Update

16

Operations:

Emergency Social Services (ESS)

- Great Neighbours programming, supporting outdoor or virtual opportunities
- ESS volunteer outreach

OLDS COMMUNITY VOLUNTEER BANK



DISASTER VOLUNTEER REGISTRATION FORM

Thank you for your interest in volunteering. Your information will be saved in the Emergency Management Team database. In the event of an emergency, you may be contacted to volunteer.

You may also be contacted to participate in free Emergency Management training opportunities hosted within the region.

Please note that on-site volunteers will be subject to pre-covid screening questions.

CONNECTING VOLUNTEERS WITH ORGANIZATIONS

ICP – Update

17

Planning:

- Updated Business Continuity Pandemic plan
- Reviewing staff skills and Emergency Management training

Recovery efforts:

- Continue to provide information for business and shop local promotions

Logistics: Status Quo

Finance/Admin: Status Quo

Questions?

18



Request for Decision

19

Council Broadband Investment Committee Bylaw 2021-03

January 11, 2021

RECOMMENDATION

That first reading be given to the Council Broadband Investment Committee Bylaw 2021-03, as presented.

That second reading be given to the Council Broadband Investment Committee Bylaw 2021-03, as presented.

That unanimous consent be given to present the Council Broadband Investment Committee Bylaw 2021-03 for third reading.

That third reading be given to the Council Broadband Investment Committee Bylaw 2021-03, as presented.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

Municipal Government Act (MGA)

BACKGROUND

Council may pass bylaws in relation to the procedure and conduct of Council and council committees, the Council and Committee Procedural Bylaw will provide a standard, familiar format for council meetings and to make it clear for members of council, staff, the media and the public to understand the decision making process.

RISK/CONSEQUENCES

Council can table Bylaw 2021-03 and ask for additional information. Council would need to be specific in the information they are seeking.

Council may request amendments to document presented. Council would need to be specific in the amendments they require.

FINANCIAL CONSIDERATIONS – n/a**ATTACHMENTS – Draft Bylaw 2021-03 - Council Broadband Investment Committee Bylaw**

Author:	Marcie McKinnon Legislative Clerk	Date: January 7, 2021
CAO Signature:	Michael Merritt	Date: January 8, 2021

TOWN OF OLDS

Bylaw 2021-03

20

BEING A BYLAW OF THE TOWN OF OLDS ESTABLISHING A COUNCIL COMMITTEE ON BROADBAND INVESTMENT

WHEREAS section 145 of the *Municipal Government Act*, RSA 2000, c. M-26 (the MGA) provides that a council may pass bylaws in relation to the establishment and functions of council committees and the procedures to be followed by council committees;

WHEREAS section 146(a) of the MGA provides that a council committee may consist entirely of councillors;

WHEREAS it is deemed expedient by Council to establish a Council Committee on Broadband Investment; and

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

TITLE: This Bylaw may be referred to as the, '**Broadband Investment Committee Bylaw.**'

Name and Composition:

1. (1) The '*Broadband Investment Committee*' (the Committee) is established as a council committee and shall be comprised of the Mayor and those members of the Town of Olds Council who were appointed to the Deputy Mayor schedule as per the October 26th, 2020 Organizational Meeting of Council.

Staff Support:

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

Authority:

3. (1) The Broadband Investment Committee is advisory in nature, making recommendations to Council by way of motion/resolution to Council at a regular or special council meeting on matters related to the Town of Olds investment in Broadband.

Frequency of meetings:

4. (1) Meetings will be held at the call of the Chair.

Chairman:

5. (1) Meetings will be chaired by the Mayor (Chief Elected Official) of the Town of Olds.

Regulations:

6. (1) Committee meetings are to comply with the provisions that are applicable to council committee meetings as prescribed in the MGA, as well as adhere to the Town of Olds Council and Committee Procedural Bylaw.
6. (2) The Broadband Investment Committee meetings shall be open to the public, subject to the right of the Committee to close all or part of their meetings to the public in accordance with section 197 of the MGA.

6. (3) Delegations may make presentations to this Committee by appointment only.

6. (4) Minute recording will take place at each meeting of the Broadband Investment Committee and will be maintained as an official record of the Town of Olds.

Mandate:

7. The Committee shall review and make recommendations to Council in the following areas:

- (a) matters related to the Town of Olds broadband investment; and
- (b) matters related to the Town of Olds forbearance agreements with Olds Fibre Ltd. and the Olds Institute for Community and Regional Development (OICRD).

Order of Business:

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

- 1. Call to order
 - a) Added Items
 - b) Adoption of the agenda
- 2. Adoption of Previous Minutes
- 3. Presentations and Delegations
- 4. Business Arising Out of the Minutes
- 5. New Business
- 6. Adjournment

Quorum:

9. MGA quorum requirements will prevail for the Broadband Investment Committee.

Term:

10. This bylaw shall expire and the committee be disbanded at next organization.

OR

Review:

10. Administration shall bring forward this bylaw for review by x date (set date prior to next org meeting)

Effective Date:

11. This Bylaw shall come into force and effect upon receipt of third reading and being duly signed.

Read a first time this day of , 2021.

Read a second time this day of , 2021.

Received unanimous consent for presentation of third reading this day of , 2021.

Read a first time this day of , 2021.

Michael Muzychka, Mayor

Michael Merritt, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this day of 22nd,
2021.



Request for Decision

Council Policy 106C Remuneration and Benefits

January 11, 2021

RECOMMENDATION

That Council approve Council Policy 106C Remuneration and Benefits 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 will ensure responsible fiscal balance between community expectation and available revenues.

LEGISLATIVE AUTHORITY

1. *Municipal Government Act*
2. *Town of Olds Procedural Bylaw*

BACKGROUND

At the November 9, 2020, regular Council meeting, Council modified and then accepted the recommendation of the Ad Hoc Citizens Committee on Council Remuneration. Administration indicated that this policy would come back with updated honorarium rates for final approval.

Today, this policy is coming forward with the accepted recommendation of the committee are highlighted in **teal** and then with the honorarium rates updated and highlighted in **yellow** for Council's approval.

RISK/CONSEQUENCES

Council may amend any part of this policy and would need to provide specific direction on those modifications.

FINANCIAL CONSIDERATIONS – undetermined at this time.

ATTACHMENTS

1. Council Policy 106C Remuneration and Benefits with amendments

Author:	Marcie McKinnon Legislative Clerk	Date: January 7, 2021
CAO Signature:	Michael Merritt	Date: January 8, 2021



Town of Olds

**106C
Remuneration and Benefits**

Prepared By: Office of the CAO

Council Approval Date: **November 9, 2020**

Effective Date: Immediately

Council Resolution No.: **20-467**

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

POLICY STATEMENT

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

PURPOSE

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

DEFINITIONS

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

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

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

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

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

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

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

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

"Remuneration" includes Per Diem, Expenses and Honoraria.

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

or gala, attendance requires prior approval by Council.

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SCOPE

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

REMUNERATION

1. Honoraria

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

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

Mayor	\$3,365.50
Councillor	\$1,842.42

- 1.2 The following constitutes an Honorarium:

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

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

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

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

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

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

Honorarium will be reviewed at the time of the increase in meetings.

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2. Per Diem

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

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

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

- 2.2 Claimable Per Diems includes the following:

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

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

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

3. Expenses

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

Meals

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

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

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

considerations or the attendee has another meeting at the same time as the conference meal.

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Miscellaneous

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

Travel

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

EXPENSE SUBMISSION AND REIMBURSEMENT

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

6. In order that Council may track expenditures, administration shall provide Council with a monthly statement covering their individual Councillors and/or Mayor's Budget. Councillors shall be accountable to the Mayor for the management of their individual budgets.
7. To provide transparency to the taxpayers, elected officials must be accountable for the Expenses they incur. Quarterly remuneration payment for each member of council shall be separately posted to the Town's website.

DEDUCTIONS AND BENEFITS

Deductions

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

- Canada Pension Plan
- Employment Insurance
- Income Tax

Benefits

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

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

Premiums payment rate/ratio must match staffs, for:

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

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

- Supplemental Life Insurance
- Critical Illness Insurance

Programs funded by the Town of Olds:

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

Elected officials are not eligible for Workers Compensation coverage.

REMUNERATION REVIEW

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

4. Within 30 days of Council receiving the recommendations of the Ad Hoc Citizens Committee²⁹ on Council compensation report, and shall place the report on the Council agenda a motion to accept, reject or modify the recommendations.

Approved Oct. 24/11 Motion No 11-330

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

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

Amended October 9, 2018 Motion No 18-388

Amended November 9, 2020 Motion No 20-467



Request for Decision

MOUNTAIN VIEW SUMMER GAMES LEGACY FOUNDATION

January 11, 2021

RECOMMENDATION

That Council support Mountain View County's request to dissolve the Mountain View Summer Games Legacy Foundation.

That Council direct Administration to take the required steps to dissolve the Mountain View Summer Games Legacy Foundation and disperse the account funds per its Society Bylaws.

BACKGROUND

Stemming from the 1983 Alberta Summer Games, The Mountain View Summer Games Legacy Foundation was established with the expressed purpose of using surplus funds from the Games to promote and assist the development of sports and arts at the elite level. To achieve this purpose, the Foundation was given the mandate to allocate the accrued interest from the surplus funds primarily to worthy individuals who excel in their chosen activity, are committed to the pursuit of excellence and reside in Mountain View County. In addition, the Foundation was allowed to provide grant funding to appropriate non-profit organizations which operate within the County and which provide opportunities to foster the development of highly talented athletes or artists who reside in the County. There have not been any disbursements since 2011.

Following Municipal Area Partnership directive in 2017 the Foundation was re-constituted in 2018 to be comprised of appointees from each municipality. The administrative appointments were to be interim for two years to constitute society compliance, review bylaws, assess the fund management strategy, and consider a communications plan. The Foundation Working Committee has not met since September 2018.

Mountain View County requested dissolution of the Foundation. Per Mountain View Summer Games Legacy Foundation Bylaws five of the appointing bodies are required to agree to the dissolution. Mountain View County has passed a motion to dissolve and disperse the fund and has received written agreement from four other partners (Carstairs, Cremona, Didsbury, and Olds College). Mountain View County is requesting that the Town of Olds proceed with the transferring of all funds and assets. The second recommendation is a required step for the Town of Olds to fulfill its obligations as the managing financial partner member of the Foundation.

ALTERNATIVE OPTIONS

If Council chooses to not consider this recommendation or defeats the motion, in essence that would be support to maintain the Foundation in its current state. However, there already exists the required number of members to trigger dissolution with or without the support of the Town of Olds.

FINANCIAL IMPLICATIONS

The fund balance is just over \$125,378. The funds are held in an account with RBC Financial, an account of the Foundation, with signatories of the Foundation not the Town of Olds. The Town of Olds is the designated trustee of the account.

Upon dissolution funds are dispersed to member municipalities based on percentages indicated in the bylaws:

Mountain View County	46.2%
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Town of Olds	22.5% (\$28,210 approximately)
Town of Didsbury	13.8%
Town of Sundre	8.0%
Town of Carstairs	7.9%
Village of Cremona	1.6%

Submitted By:	Doug Wagstaff, Director of Community Services	Date: January 4, 2021
Director Signature:		Date: January 6, 2021
CAO Signature:	Michael Merritt	Date: January 8, 2021



RECOMMENDATION

That Council authorizes the Town of Olds to participate in an application for the 2021 Oldman River Region GIS Enhancement Project submitted by the Town of Fort Macleod under the *Intermunicipal Collaboration* component *Alberta Community Partnership Grant*, further

That the Town of Olds, a participant, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

STRATEGIC ALIGNMENT

The Town of Olds will lay the foundation to ensure responsible and sustainable growth.

LEGISLATIVE AUTHORITY – N/A

BACKGROUND

The 2021 South Region Orthophoto Project will include 43 municipal members and will seek funding through the Intermunicipal Collaboration (IC) component of the Alberta Community Partnership (ACP) grant. With a successful application the member group will acquire new, high resolution orthophotography which is used in a multitude of applications including but not limited to municipal plans (ASP, IMDP, ADP), emergency response planning, bylaw enforcement, economic development and both conservation and engineering projects. The Town of Fort Macleod has volunteered to be the managing partner for the project and with assistance from Jaime Thomas from Oldman River Regional Services Commission, will submit the grant application to Municipal Affairs by December 23rd.

RISK/CONSEQUENCES

1. Council may ask administration to provide additional information and defer a decision until information is provided.
2. Council may receive this as information, thus not approving participation in the grant application. Should Council not support the joint grant application, GIS shared usage agreement problems may arise.

FINANCIAL CONSIDERATIONS

Oldman River Regional Services Commission is applying for \$200,000, which will cover the cost of the GIS upgrade. There is no additional cost to the Town of Olds.

ATTACHMENTS – N/A

Author:	Scott Chant, Director of Operations	Date: January 4, 2021
Director Signature:		Date: Jan 4/21
CAO Signature:		Date: Jan 5/21



Request for Decision

Council Meetings COVID Regulations

January 11, 2021

RECOMMENDATION

That all Council meetings, continue to be held in accordance with the *Meeting Procedures (COVID-19 Suppression) Regulation*, through Electronic Conferencing and be made available for the Public to HEAR live audio of each Council meeting.

That all meetings of Town managed *Authorities, Boards, Committees and Commissions* continue to be held in accordance with the *Meeting Procedures (COVID-19 Suppression) Regulation*, through Electronic Conferencing and be made available for the Public to HEAR live audio of said meeting(s) on the Town of Olds website, if applicable.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

Municipal Government Act

Meeting Procedures COVID-19 Suppression) Regulation

Town of Olds Procedural bylaw

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

BACKGROUND

Alberta has declared a Public Health Emergency to protect the health care system from COVID-19. Indoor social gatherings are the top source of transmission. All indoor social gatherings have now been banned.

With the recent imposition of the Alberta Health Services measures, Administration is seeking Council's approval to continue to hold Council meetings through electronic communications which would provide opportunity for citizens to view the meetings a safe setting.

Administration will always make every effort to hold Council meetings in a public forum, while being considerate of and adhering to the requirements and recommendations of Alberta Director of Public Health, to ensure public safety.

Meeting joining instructions are available on each meeting agendas on the Town of Olds website at www.olds.ca.

RISK/CONSEQUENCES

1. Not amending how Council conducts business could potentially increase the spread of COVID-19.

2. Not amending how Council conducts business and not allowing public access would be in violation of the *Municipal Government Act*.

FINANCIAL CONSIDERATIONS – n/a

ATTACHMENTS – n/a

Author:	Marcie McKinnon Legislative Clerk	Date: January 7, 2020
CAO Signature:	Michael Merritt	Date: January 8, 2021



Request for Decision

Alberta Community Partnership Grant

January 11, 2021

RECOMMENDATION

That council authorize the Town of Olds to be the managing partner in an application for the 'Mountain View Regional Emergency Management Framework' to be submitted by the Town of Olds under the Intermunicipal Collaboration component of the Alberta Community Partnership Grant, further;

That the Town of Olds, the Managing Partner, agrees to abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

STRATEGIC ALIGNMENT

Goal #3 - The Town of Olds provides safe, affordable and cost-effective service delivery to our community and region.

BACKGROUND

In 2007, the municipal jurisdictions in the Mountain View region (Mountain View County, Carstairs, Didsbury, Olds, Sundre, and Cremona), embarked on a collaborative initiative to determine a better way to address and manage municipal issues. The Municipal Area Partnership (MAP) was established to lead planning and development based on cooperation and mutual benefit for the region's residents and businesses while maintaining a collective identity and the unique identities of its individual municipal partners. The communities that make up the region have a strong commitment to public safety, working in partnership with stakeholders to provide a broad range of programs and services for all residents.

Following this collaboration, these municipalities signed a Mountain View Regional Emergency Management Agency agreement (MVREMA) and committed to work together, sharing resources and training opportunities. The overall objective of MVREMA is to work together to address mitigation, preparedness, response and recovery elements of emergency planning.

Throughout the COVID-19 response, many lessons are being learned regarding how local authorities and key stakeholders respond and support the community in a public health emergency. The Town of Olds established an Emergency Operations Center in March of 2020 and has been working with a variety of stakeholders. As a municipality we believe there is a benefit to conduct a thorough assessment of local emergency management capacity, identify gaps and leverage knowledge and expertise to build a stronger regional emergency response plans and response teams. The overall objective is to develop a long-term plan for the region that is founded on shared planning documents, technology, training and pooling resources to support future emergency situations.

Up until recently, our participating municipalities have experienced short, isolated emergencies, such as severe weather events and have assisted the neighboring communities when needed without a formal and holistic framework in place. Our Municipal partners want to evaluate and

build from the challenges experienced and lessons learned through this COVID pandemic. The partnering municipalities and regional partners all have lessons that were learned during the pandemic and developing long-term plans for the region that is founded on identification of gaps, shared planning documents, pooling tools and resources to supporting future emergency situations would be the preferred and responsible undertaking at this time.

The Emergency Management Framework will:

- Conduct facilitated debriefs to capture lessons learned, gaps, and areas of improved and best practices with Municipal Partners and Key Emergency Response stakeholders.
- Integrate Emergency Preparedness plans including Business Continuity, Emergency Social Services and incident response plans created to respond to area specific hazards such as a Pandemic.
- Identify gaps and/or regional best practices for mapping, information sharing and IT platforms that will enhance localized Emergency Preparedness, Mitigation, Response and Recovery.
- Train municipal staff and key emergency response responders on IT tools that will support an integrated approach to manage localized disasters.
- Facilitate 4 table-top exercises with a training component to test aspects of Emergency Preparedness, Mitigation, Response and Recovery within each municipality with staff.
- Facilitate a live mock exercise to test emergency response capacity with municipal staff and key Emergency Response partners.
- Facilitate a public involvement program and awareness campaign designed to build on what was learned during COVID-19 to support communities, including vulnerable populations.

The Town of Olds is requesting each of the Councils in the partnership pass a resolution or motion supporting participation in the project, in accordance with the requirements of the grant application.

This project is to be entirely grant funded. The maximum grant amount available per project is \$200,000. The Town of Olds will be the managing partner for this application. The managing partner is the partnership member that submits the grant application on behalf of the partnership, enters into the grant agreement, receives and manages the grant funds on behalf of the partnership, and reports to the ministry on the project expenditures and outcomes.

RISK/CONSEQUENCES

- Council may ask administration to provide additional information and defer a decision until information is provided.
- Costs used are estimated at this time. If grant is approved, administration would go out to RFP to find a consultant for this project. If cost estimates are greater than grant amount approved administration would come back to Council for further direction.

FINANCIAL CONSIDERATIONS

☐ Approved by budget

X New = Budget Adjustment

Cost	Funding Source (budget/in kind/grant) with G/L Code
200,000	Alberta Community Partnership Grant for \$200,000
Total Cost \$200,000	

Author: Terri Sperle, Grants Coordinator	Date: January 6, 2021
Director Signature: Sheena Linderman, electronically approved	Date: January 6, 2021
CAO Signature: Michael Merritt	Date: January 8, 2021

Alberta Community Partnership – IC Council Resolution

- 1) Be it resolved that we authorize the _____
(Name of Municipality)
- to participate in an application for the **2021 South Region Urban Orthophotography Project** submitted by the **Town of Fort Macleod** under the ***Intermunicipal Collaboration*** component of the ***Alberta Community Partnership Grant***, further
- 2) That the _____ , a participant, agrees to
(Name of Municipality)
- abide by the terms of the Conditional Grant Agreement, governing the purpose and use of the grant funds.

 Chief Elected Official or
 Duly Authorized Signing Officer

 Date



Request for Decision

Correspondence and Information

January 11, 2021

RECOMMENDATION

That the Correspondence and Information Report ending January 11, 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
A	City of Cold Lake (dated December 3, 2020)	Government of Canada's COVID-19 Alert mobile application
B	Red Deer River Municipal Users Group	January 2021 Newsletter

RISK/CONSEQUENCES

1. Council can provide further direction on any of the correspondence or information items.

- 41
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: January 8, 2021
CAO Signature:	Michael Merritt	Date: January 8, 2021



CITY

City of **Cold Lake**

OFFICE OF THE MAYOR

December 3, 2020

RECEIVED

DEC / 9 2020

Via Email health.minister@gov.ab.ca

Government of Alberta
Office of the Minister of Health
423 Legislature Bldg. 10800-97th Avenue
Edmonton, AB T5K 2B6

Attention: Honourable Tyler Shandro, Minister of Health

Dear Minister Shandro:

At the City of Cold Lake's regular Council meeting, held on November 24, 2020, City Council debated concerns being raised by our residents relating to access to the Government of Canada's "COVID-19 Alert" mobile application.

In the Cold Lake context, these concerns are exacerbated due to our proximity to the Province of Saskatchewan, the City of Cold Lake's position as an economic hub in the northeast, and the presence of CFB Cold Lake. Many Saskatchewan residents are using the federal COVID-19 contact/exposure alert application and come to our community to shop and access healthcare services. It is our hope that a solution may be found that would allow the Government of Alberta to enable the federal government's application, or to harmonize the Alberta tracing application with the federal one.

We understand that the "ABTraceTogether" was launched in May 2020 and the Government of Canada developed its "COVID-19 Alert" at a later date, and that this has caused concerns relating to provincial coordination and potential confusion between different applications.

Our Council feels that the Government of Alberta deserves much credit in its quick response, development, and deployment of its tracing application. Since inter-provincial travel and trade is critical to our economy and will be a large factor in our post COVID recovery, however, it is our hope that a Canada-wide solution can be implemented as soon as reasonably possible.

Although the federal government's application may have been late, it has the unique advantage of being able to trace contacts across the country. Our residents feel there are significant benefits a Canada-wide approach can bring to help safely strengthen interprovincial travel and trade.

In response to our residents' concerns, Council passed the following resolution:

Moved by Councillor Vining that Council consider a letter to the Government of Alberta urging it to open access to the federal COVID-19 mobile app in Alberta.

WHEREAS Canada is in the midst of a global pandemic relating to the COVID-19 virus, during which health experts have expressed the need to be able to trace people who may have been exposed to the virus in an effort to break the cycle of infection; and

.../2

5513 - 48 Avenue, Cold Lake, AB T9M 1A1
Telephone (780) 594-4494 Fax (780) 594-3480
www.coldlake.com



OFFICE OF THE MAYOR

RECEIVED -2-39

WHEREAS the Government of Canada has developed a nation-wide mobile application to assist with tracing efforts in response to the COVID-19 pandemic; and

WHEREAS as on November 4, 2020, eight (8) provinces and territories have opened the app for access within their jurisdictions and over 5 million Canadians have now downloaded the application.

NOW THEREFORE BE IT RESOLVED that the Council of the City of Cold Lake urges the Government of Alberta to enable the Government of Canada "COVID-19 Alert" application for Albertans.

And that a copy of this resolution be sent to the Honourable Jason Kenny Premier of Alberta, MLA David Hansen, opposition health critic MLA David Shepherd, the Alberta Urban Municipalities Association, and all municipalities within the Province of Alberta.

The City feels that the more Albertans who voluntarily download and use a tracing application capable of operating across all provinces, the quicker Albertans can react to information and assist with curbing the spread of the COVID-19 virus, which will assist in quicker economic recovery efforts.

The City of Cold Lake appreciates your leadership in these uncertain times and stands ready to assist in any way called upon.

And we remain,

Respectfully yours,

Craig Copeland,
Mayor

cc: Council

Chief Administrative Officer K. Nagoya
The Honourable Jason Kenny, Premier of Alberta
The Honourable David Hanson, MLA Bonnyville-ColdLake-St. Paul Constituency
The Honourable David Shepherd, MLA Opposition Health Critic
Alberta Urban Municipalities Association (AUMA)
and all Municipalities within the Province of Alberta

Red Deer River¹⁴ MUNICIPAL USERS GROUP

JANUARY 2021 NEWSLETTER – COUNCIL BRIEFING

PENDING

RDRMUG

MEETING(S)

**SEE DETAILS
INCLUDED IN
NEWSLETTER**

If anyone requires RDRMUG
information please contact
the Executive Director at:

execdir@rdrmug.ca

403-740-3185

or visit

www.rdrmg.ca

Useful Information
Links:

[Alberta Water Portal](#)

[Red Deer River Watershed
Alliance](#)

[Alberta Water Council](#)

[Alberta WaterSMART](#)

[Canadian Water Resources
Association](#)

ALBERTA WATER NEWS

[Click here](#) for Free
Subscription

JANUARY 2021 MEETINGS

- **Regular/ Annual General Meeting:**
1:00pm, January 21, 2021

**As per RDRMUG bylaws the Annual General Meeting
must consider the following:**

- Review previous AGM minutes
 - Accept previous years financial review/audit
 - Designate/Appoint signing authority(s)
 - Designate/Confirm Administrative Authority
 - Election of officers is to be held annually, including Co-Chairs and Executive Committee
 - Consider any changes or additions to RDRMUG bylaws brought forward by the Membership or Executive Director.
 - Any additional business brought forward, deemed to be appropriate for the Annual General Meeting.
- **Executive Committee Meeting:**
10:30am, January 21, 2021
 - **Special Committee Future Actions-Priorities-Challenges**
Date to be confirmed

PLEASE FORWARD AGENDA ITEMS TO execdir@rdrmug.ca

***ALL MEETINGS ARE BEING PLANNED TO BE HELD
VIRTUALLY – DETAILS WILL FOLLOW***

RDRMUG Projects and Reports:

- **Source Water Quality Primer** - [Click here](#) for document
- **A Toolkit for Protecting Source Water Quality in the Red Deer River Water Shed**
[Click here](#) for document
- **Integrating Source Water Protection and Water Conservation into Municipal Planning**
[Click here](#) for document
- **Handbook – Looking Back – The Path Ahead (DRAFT)** - [Click here](#) for document
Executive Summary [Click here](#)

GOVERNMENT OF CANADA LAUNCHES CONSULTATIONS ON NEW CANADA WATER AGENCY

From Environment And Climate Change Canada

Water challenges such as droughts, floods, and deteriorating water quality are intensifying, due in large part to climate change. Canadians are seeing these costly impacts first-hand in their communities, across the country. That's why the Government of Canada is establishing the Canada Water Agency to find the best ways to keep our water safe, clean, and well managed.

Quick Facts:

- Canada is home a fifth of the world's freshwater resources, and Canadians rank water as the country's most important resource.
- The Great Lakes region alone supports 51 million jobs or nearly 30 percent of the combined American and Canadian workforces, and one in four Canadians draw their drinking water directly from the Great Lakes.
- Freshwater issues affect Inuit, First Nations, and Métis communities, and water plays a central role in their well-being and cultural practices.
- The Government of Canada reiterated its commitment to creating the Canada Water Agency in the Speech from the Throne and is now delivering on that important promise

Consultation is open until **March 1, 2021** – [Click here](#) for full details and how to participate in consultation.

Alberta Water Facts

Water Supply

- 20% of the world's drinking water is in Canada, but Alberta accounts for only 2.2% of Canada's fresh water.
- Alberta is estimated to have more groundwater than surface water. However, only 0.01% of this groundwater is thought to be recoverable.
- The mean annual discharge, (the average total volume of water flowing in a river in one year) of the Athabasca River at Fort McMurray is enough to fill sylvan lake (43 km²) about 50 times in one year
- Maligne Lake in Jasper National Park is the second largest glacier-fed lake in the world

[Click here](#) for more info

RDRMUG VIDEO PRODUCTION

Preliminary work is in progress to have a video presentation produced to support the work on RDRMUG's "Handbook" A Look Back and the Path Ahead.

The purpose of this video is to:

- Provide an affordable tool that Members can share with their Councils, Administration and Staff
- Provide information to prospective new member municipalities and other stakeholders within the Red Deer River Basin.

Thanks to Members who have contributed photos and other suggestions for this video. Further opportunities for contributions will be discussed at January meeting(s).

Red Deer River
MUNICIPAL USERS GROUP