



**Regular and Closed Council Meeting Agenda
for Monday, January 24, 2022 at 1:00 p.m.
to be held in Council Chambers at the,
Municipal 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 in Council Chambers at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location and will be live streamed out via the Town of Olds website. The Town Municipal Office is adhering to Alberta Health Services COVID Regulations with social distancing and masks requirements in place and seating is limited in council chambers.

1. CALL TO ORDER

A.) ADDED ITEM(s)

B.) ADOPTION OF THE AGENDA

2. ADOPTION OF PREVIOUS MINUTES

Page 3 2A) Regular Council Meeting Minutes – January 10, 2022

Special recognition of former council member Mr. George William (Bill) Windsor

3. PRESENTATION AND DELEGATIONS

Page 9 3A) Proclamation – Black History Month

4. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS

5. BYLAWS

6. NEW BUSINESS

Page 12 6A) REP Implementation Update
Page 25 6B) Sponsorship Request – Olds College
Page 34 6C) Mountain View Seniors' Housing – Appointment Request
Page 36 6D) Bank Account Closure

7. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

Page 37 7A) Reports from Council, Boards and Committees

8. QUARTERLY FINANCIAL POSITION UPDATE

9. CORRESPONDENCE AND INFORMATION

Page 71 9A) Correspondence and Information

CLOSED SESSION

Item #1:

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

Upon completion of the closed session the meeting will be reconvened to open session.

11. 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.

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

CLOSED SESSION INFORMATION:

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

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



Request for Decision

Adoption of Meeting Minutes

January 24, 2022

RECOMMENDATION

That the minutes from the January 10, 2022, 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)
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 10, 2022.

Author:	Marcie McKinnon Legislative Clerk	Date: January 19, 2022
CAO Signature:	Michael Merritt	Date: January 21, 2022

Minutes of the Town of Olds Regular and Closed Council meeting held on Monday, January 10, 2022 at 1:00 p.m. in the Council Chambers, at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location and was available on ZOOM meetings.

PRESENT – ELECTED OFFICIALS:

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

ABSENT– ELECTED OFFICIALS:

STAFF Present for the Regular meeting of Council

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

1. CALL TO ORDER

Mayor Dahl called the meeting to order at 1:03 p.m.

A.) ADDED ITEM(s)

Councillor Walsh, requested an update from Administration on the request made for information at the last P&P meeting regarding implementing a Rapid Antigen Test at our facilities; and requested that item 'C' under section 9 Correspondence and Information be removed from the agenda package.

CAO Merritt indicated that the information on the testing will be brought forward at a future council meeting. Councillor Walsh accepted that as the update.

CAO Merritt noted that the communications policy will be reviewed.

Moved by Councillor Walsh, "that item 'C' under section 9 Correspondence and Information be removed."

Motion Defeated 22-01

Councillor Wilson requested update on the disposal plan of the assets that we are no longer using since the new ops center was built. Requested Admin provide any learnings from the auction of the 132 acres parcel and sought clarity on town holiday hours and customer service levels.

Mayor Dahl indicated that Administration typically is allowed time to prepare a response to informational queries and reminded Council to direct informational requests or queries to the Mayor, CAO, or Legislative.

CAO Merritt stated he would attempt to provide an update on the disposal plan of assets no longer in use; and supported the Mayor's direction that agenda items should be sent in prior to the meeting giving time to Administration to prepare accordingly, to provide accurate information.

In response to Councillor Wilson's query on the Town's posting on an auction website the 132 acre parcel we have for sale on the north end of Town; Director Linderman indicated that it is not Town of Olds land. No further action is required on this item.

Mayor Dahl called for a vote of Council to accept Councillor Wilson's request to add two items (Disposal of Assets and Town Office Holiday Hours) to the agenda.

Motion Carried 22-02

B.) ADOPTION OF THE AGENDA

Moved by Councillor Blatz, "to adopt the agenda for the regular and closed council meeting for Monday, January 10, 2022 at 10:00 am, as amended."

Motion Carried 22-03

2. ADOPTION OF PREVIOUS MINUTES

2A) Regular Council Meeting Minutes – December 13, 2021

Moved by Councillor Wilson, "that the regular council meeting minutes from the December 13, 2021, as amended."

Councillor Ryan requested a correction to the minutes under section 7 Reports from Council, Boards and Committee to her report - as follows: *attended a Mountain View Seniors Housing Board & Alberta Health Services Regional meeting Central Alberta Seniors & Community Housing Association (ASCHA) meeting,*

Motion Carried 22-04

3. PRESENTATION AND DELEGATIONS

3A) Delegation: Alberta Regional Rail

Mr. Thomas Fryer with Alberta Regional Rail presented to Council a virtual presentation on the proposed regional rail system to run between Calgary and Edmonton, stopping at several municipalities along the way; this idea is in the very early stages of planning and coordination at this time; today they are seeking letters of support for concept from municipalities they will service to continue to move the project forward.

Mr. Fryer responded to Council queries.

Mayor Dahl suggested that Mr. Fryer, seek a collective municipality support letter through municipality area partnerships. Mr. Fryer indicated that he would speak with his partners and confirm if they would prefer individual municipality support letters or collective municipality support letter and advise accordingly.

Moved by Councillor Ryan, "that Council thank Alberta Regional Rail representative Mr. Thomas Fryer for presenting to Council and accept the presentation for information."

Motion Carried 22-05

4. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS

None

5. BYLAWS

None

6. NEW BUSINESS

Added items

6A) Disposal of Assets

CAO Merritt indicated that intent is to dispose of assets, once Town has completed using them. Appraisals are completed and then the asset will then go on sale. Some buildings will need to be rezoned in the process of preparing for sale. Council will have final approval of any sale.

Director Linderman noted that legal has been engaged to complete a sales package and it is purchase bid process; further legal has provide a sales contract to be used; and she further noted it is being advertised on social media, website and newspaper as well as emailed all business licensed relators within the Town to advise of the package available.

6B) Town Office Holiday Hours

CAO Merritt spoke to the rationale behind the closure of the town office during the week of December 27 – 31; such as Holiday falling over the weekend - we put the days together to provide staff with a full week off, lock down at Christmas in 2020 had hoped that 2021 would be a better travel year,

Wage restrictions on staff - it was intended as bridge to show staff appreciation; he further indicated that in January of 2021 he obtained the former council's approval to schedule the holidays hours as follows:

December 27 off for December 25 stat

December 28 off for December 26 stat

December 29 off for floater day one (in personnel handbook)

December 30 off for floater day two (Received council permission, not in any policy and would have to be approved by this council if going forward with second floater day in 2022)

December 31 off for January 1 stat

CAO Merritt doesn't believe customer service level was affected; the Town has had a few facility closures during the pandemic and we have always conducted business whether municipal office was opened or not; public was notified well in advance of the holiday hours and we do have many electronic options available to assist the public.

Moved by Councillor Walsh, "that council accept the update as presented on the two added items as information."

Motion Carried 22-06

7. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

None

8. QUARTERLY FINANCIAL POSITION UPDATE

8A) Quarterly Financial Update

Director Linderman provided comments on the items presented in the agenda package.

Council discussion ensued.

Moved by Councillor Daley, "that the financial report for the eleven month period January 1, 2021 to November 20, 2021 be accepted for information."

Motion Carried 22-07

Councillor Daley wanted to send out complements to the administration of the Town and managers of the budget – considering we are below budget as we currently sit.

9. CORRESPONDENCE AND INFORMATION

9A) Correspondence and Information

Moved by Councillor Blatz, "that the Correspondence and Information Report ending January 10, 2022 be received for information."

Motion Carried 22-08

CLOSED SESSION

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

Item #1 - FOIP Section 17 Disclosure harmful to personal privacy

Item #2 - FOIP Section 27 Privileged Information

Item #3 - FOIP Section 25 Disclosure harmful to economic and other interests of a public body

Item #4 - FOIP Section 17 Disclosure harmful to personal privacy

Moved by Councillor Wilson, "that Council move into closed session in accordance with Section 197(2) of the Municipal Government Act to discuss matters exempt from disclosure under the FOIP Act at 2:18 p.m. January 10, 2022 with CAO Merritt, Directors Andrew, Grieco, Linderman and Wagstaff along with Legislative Clerk to remain in attendance for item #1 (Section 17), item #2 (Section 27) and item #3 (Section 25), and only Council will remain in attendance for Item #4 (Section 17)."

Council discussion ensued on FOIP Item #4 being under closed session.

Council voted on motion on the floor to move into closed session.

Motion Carried 22-09

Public and staff participants were moved to the waiting room on the virtual platform.

Mayor Dahl recessed the closed session at 2:23 p.m.

Mayor Dahl reconvened the closed session at 2:31 p.m.

Moved by Councillor Ryan, "that the meeting reconvene to the regular Council meeting."

Motion Carried 22-10

Mayor Dahl recessed the meeting at 3:48 p.m.

Mayor Dahl reconvened the meeting at 4:00 p.m.

Public and staff were moved back from the virtual waiting room and the meeting was resumed.

10. APPOINTMENTS OF PUBLIC AT LARGE

10A) Public At Large – Appointments (OML)

Moved by Councillor Wilson, "that Curtis Cook and Jeff Tschoumy be appointed to the Olds Municipal Library Board (OML), for a term of one year, to expire at the 2022 Organizational Meeting.

Motion Carried 22-11

Moved by Councillor Cummings. "that Council approve the appointment of Councillor Harvey Walsh to the Alberta Municipalities' Municipal Governance Committee for the 2021-22 term. Alberta Municipalities will cover the per diems and expenses to attend necessary orientation sessions and meetings as required to fulfill the member commitment."

Motion Carried 22-12

Special tribute - Town of Olds appointed board member

Mayor Dahl made a special tribute to Ms. LINDA AUSAM who was a Council appointed member of the Olds Municipal Library Board, sadly she has recently passed away. On behalf of the Town of Olds Elected Officials and Staff, we extend our heartfelt condolences to Linda's family

and friends and are grateful for people like Linda who volunteer their time to enhance the quality of life in our community. Bless you Linda.

11. ADJOURNMENT

Moved by Councillor Daley, "that this meeting be adjourned at 4:05 p.m."

Motion Carried 22-13

Judy Dahl,
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved on the day of , 2022.

PRIOR TO ADOPTION



Request for Decision

Proclamation: Black History Month

January 24, 2022

RECOMMENDATION

That February 2022 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

In 1995 the Government of Canada officially recognized Black History Month and the Government of Alberta officially recognized it 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. 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.

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 move forward in our journey towards being a Welcoming and Inclusive Municipality.

Michelle Jorgensen, Heritage Advisor, will briefly present to Council the proclamation.

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. 2022 Proclamation Black History Month

Submitted By:	Michelle Jorgensen Heritage Advisor	Date: January 18, 2022
Director Signature:	Doug Wagstaff	Date: January 20, 2022
CAO Signature:	Michael Merritt	Date: January 20, 2022



OFFICE OF THE MAYOR

PROCLAMATION

“Black History Month” February 2022

- 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 *Black History 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 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 part of 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 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 on doing 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 2022 as “Black History Month”**, in the Town of Olds.

Signed the ____ day of January, 2022.

Judy Dahl
Town of Olds



Request for Decision

Restriction Exemption Program (REP) Update

January 24, 2022

RECOMENDATION

That Council accept the Restriction Exemption Program Update 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

Section 7 of the Municipal Government Act authorizes a municipality to pass bylaws respecting the safety, health and welfare of people and protection of people and property; people, activities and things in, on or near a public place or place that is open to the public; and the enforcement of bylaws.

BACKGROUND

As of December 10, 2021, Chief Medical Officer of Health (CMOH) Order 54-2021 and 59-2021 deal with the Restrictions Exemption Program (REP) permitting in-scope businesses/entities/organizers to implement a screening program for their patrons and to operate without the majority of public health restrictions. As of December 14, 2021, 55-2021 speaks to facilities not following an REP.

At the December 6, 2021, Policies and Priorities Committee Meeting Administration provided an update on the REP program in our community. Council also heard from public representatives who voiced their concern with the current implementation, and received letters of support from local facility user groups. At the December 6 meeting there was a motion made by Councillor Walsh, "that Council direct Administration to investigate and bring back information to Council that if as an individual organization can we offer Antigen Rapid testing to the public and costs for such a program."

Operating Town recreation facilities with the REP in place allows the largest percentage of the community to participate in recreation. Council will receive for information an update on the continued implementation of an REP at town operated recreational facilities.

RISK/CONSEQUENCES

1. Council can accept this report as information. This would have the Town administratively continue implementing an REP as is, adjusting accordingly to any changes from the CMOH and/or Government of Alberta.
2. Direct Administration to draft a Bylaw to regulate compliance of public health order regulations to allow for Town Recreation Facilities to operate at 1/3 capacity . This would have the Town administratively dismantle implementing an REP at its facilities.

ATTACHMENTS

1. REP Update Power Point Presentation.

Author:	Terri Sperle, Grants Coordinator, Community Services Admin Assistant	Date: January 13, 2022
Director Signature:	Doug Wagstaff Director of Community Services	Date: January 18, 2022
CAO Signature:	Michael Merritt	Date: January 21, 2022

Restriction Exemption Program (REP) Sportsplex and Aquatic Centre Update to Council Regular Council Meeting January 24, 2022



Administration Recommendation

Restriction Exemption Program¹⁵

- Clear to understand
 - Simple to communicate
 - Easy to implement
 - Enforceable
 - Consistent
- Once patrons/participants provide proof of criteria as outlined by AHS they enter the facility and program operations continue as close to normal as possible*.
 - Operating Town of Olds recreation facilities with the REP allows the largest percentage of the community to easily participate in recreation.

** masking regulations and food service restrictions are in place*

Restriction Exemption Program (REP) Background

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- Order 44-2021 & 45-2021 are rescinded and no longer in effect.
- Order 52-2021 rescinded and no longer in effect.
- Order 55-2021 speaks to facilities not following REP.
- Order 54-2021 and 59-2021 speaks to REP.
- Chief Medical Officer of Health updated public health orders:
 - November 30, 2021, 52-2021
 - December 10, 2021, 54-2021
 - December 15, 2021, 55-2021
 - December 24, 2021, 59-2021
- Administration continues to monitor the impact on daily operations.

1/3 capacity (CMOH Order 55-2021)

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- There is no 'blended' or 'hybrid' option. If 1/3 capacity is the direction, caution communicating the alternative. Two programs operating concurrently was not the initial intent of the regulations and the implementing such is cause for confusion.
- User groups that require/desire to operate under an REP can do so as long as REP and non-REP groups are not coming into contact with each other. There would need to be physical barriers and a time buffer created between bookings to allow for the building to vacate to accommodate groups operating under a different restriction program.
- It cannot be understated the confusion in communicating how it needs to work within our facility.

1/3 capacity (CMOH Order 55-2021)

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- Any alternative to the current Restriction Exemption Program will have a proposal reviewed by local AHS for compliance.
- A further evaluation of all possible options specific to our site has been completed in consultation with AHS Public Health Inspector to consider how we may be able to accommodate this type of facility operation with the Sportsplex.
- For our site (Sportsplex) it is complicated, confusing, and difficult to understand.
- Causes a disruption with lost ice time and re-scheduling.
- We have not discussed the options or impacts with User Groups.

1/3 capacity (CMOH Order 55-2021)

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- No matter which option Council chooses to support, it is still the responsibility of the operator to ensure restrictions are adhered to in their facility and that renter groups are educated on restrictions.
- There would be no 'regular schedule' as it changes week to week from one day to the next with differing regulations at different times of the day.
- Building layout not supportive of separate operations.
- Challenging to communicate. Requires signage to go up/down indicating facility under a User implementing an REP and/or 1/3 as access point and access restrictions change.

Sportsplex at 1/3 capacity Impacts²⁰

- There is no “regular schedule, changes from day to day depending upon the bookings – challenging to communicate to staff, users, public, etc.
 - Signage would need to go up/down throughout the day indicating facility under a renter implemented REP, additional signage up/down indicating access points of during different periods and explaining access restrictions.
 - Scheduling of black ice required to buffer scheduled adult activity, thus a loss of ice time to minor sport activity after 4:30 PM on Main, estimated loss of ice 6 hours per week to current bookings for minor sport.
 - Operating at 1/3 capacity without the REP prohibits anyone 18 and over to participate in programs (coach exemption). Keeping in mind there are still restrictions coaches and participants must adhere to including distancing and masking.
 - Curling Club would be on their own for responsibility for an access point exclusively from the main curling rink entrance on the north side (no longer access and REP check via Sportsplex west arena entrance).
- * In non-REP facilities, distancing also needs to be in place between cohorts.

What is valid proof of a negative test

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- A written or printed copy of a negative Health Canada approved, or lab accredited, rapid antigen, rapid PCR, or lab based PCR test is required for entry.
- A self-test completed offsite and/or self-produced documentation of a negative result is not sufficient evidence to support entry.
 - This includes self-tests conducted by the individual under virtual or remote supervision of a trained individual
- Operators are permitted to offer on-site rapid testing

Town administered on-site rapid testing ²²

- Operators to seek expert advice including medical oversight prior to implementing their own rapid test program.
- Implemented by a regulated and competent health professional to ensure the integrity of the results/reporting and maintain quality control and assurance oversight.
- Only a regulated health care professional, acting within their scope of practice (in accordance with the College's Standards of Practice), or an accredited laboratory may provide written diagnostic confirmation of point of care or rapid test results to an individual for the purposes of REP.

Administration does not recommend Town administered on-site rapid testing

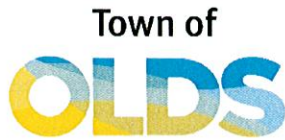
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- Fire Department resources cannot be deployed to administer
- Town does not have trained resources to administer such
- Costly model of administering testing: estimated to be \$60/hour per qualified personnel.
- Test cost estimated at \$15/kit



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**Individuals with concerns
regrading the REP
or compliance
can contact AHS at
1-833-415-9179.**



Request for Decision

2022 Olds College – A Celebration of Alberta AG

January 24, 2022

RECOMMENDATION

That the Town of Olds sponsor a Bronze Package for the Olds College - A Celebration of Alberta AG event, taking place virtually on Friday, April 8, 2022.

STRATEGIC ALIGNMENT

This sponsorship fits into the Town of Olds' Strategic Plan under Goal Four: Growth and Expansion and Goal Six: Communication and Engagement.

LEGISLATIVE AUTHORITY

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

BACKGROUND

Olds College is planning its 2nd consecutive virtual event. The college will be hosting *A Celebration of Alberta Ag* — a free two hour livestreamed event in celebration of the resiliency of Alberta's agriculture industry over the last year.

Streamed live from the Learning Commons on the Olds College campus, the evening's program will include the musical talents of a yet to be named Alberta country music star and will showcase upcoming projects and innovations taking place at Olds College, highlighting key industry partnerships, as well as raising funds for student bursaries.

The Bronze Sponsors (\$2,000) will support the overall event and enjoy the following benefits:

- Company logo featured throughout the event
- Logo acknowledgement in event program
- Logo on the event webpage
- Pre-event and post-event Olds College print media recognition
- Non-charitable receipt

RISKS/CONSEQUENCES

The Bronze level that we sponsored last year for \$1,000, has gone up to \$2,000, and offers the same benefits as the one last year. The next level down is a Community Sponsor, valued at \$750. The only thing that is different from the \$2,000 sponsorship is that it doesn't offer Post Event acknowledgement on social media, recap web store and internal channels. We have budgeted a total of \$3,000 for the 2022 Public Relations Activities.

ALTERNATIVE OPTIONS

Council can:

1. Approve another level of sponsorship for the event;
2. Receive this request as information only, thus not approving the request.

FINANCIAL IMPLICATIONS

Cost	Source of Funding
\$2,000 / Bronze Level of Sponsorship	Public Relations Activity 2-1103-221-03

Total Cost	\$2,000.00
PUBLIC RELATIONS Budget	
2022	\$3,000.00
2021 - Actual to Date	-

ATTACHMENTS

Attachment 1 – 2022 Olds College – A Celebration of Alberta AG

Submitted By:	Terri Sperle Grants Coordinator	Date: November 18, 2021
Director Signature:		Date: 2022 JAN 05
CAO Signature:		Date: Jan 10/2022

Sponsorship Opportunities



Friday, April 8, 2022
7 - 9 p.m.

Town of Olds Regular Council Meeting Monday, January 24, 2022



A CELEBRATION OF ALBERTA AG

Friday, April 8, 2022
from 7 to 9 p.m.

Presented by



Livestreamed on
VCelebrateAlbertaAg

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Olds College is pleased to announce the return of A Celebration of Alberta Ag for its second consecutive year.

The free two-hour event will take place Friday, April 8, 2022 livestreamed from the McLellan Arena on the Olds College campus.

The evening's program will focus on celebrating the resiliency of Alberta's agriculture industry over the last year — showcasing upcoming projects and innovations taking place at Olds College, highlighting key industry partnerships, as well as, raising funds for student bursaries. The event will also feature special performances by an Alberta country music star (artist to be determined).

Presenting Sponsor \$30,000²⁹

- Company logo featured on Olds College homepage banner and event webpage with a direct link to sponsor website
- Company logo featured in all pre-event promotions, including: advertisements (radio and digital), social media, posters, campus digital signage and highway digital sign
- Company logo featured on all direct marketing including: event invitation, newsletters, and follow-up emails
- Company logo featured during countdown timer, intro video and end credits for livestream event
- Verbal acknowledgment by host during welcome and closing remarks for livestream event
- Full page acknowledgment/advertisement in event program*
- Post event acknowledgment on social media, recap web story and internal channels
- Non-charitable receipt

**Logo and advertisements provided by sponsor.
Olds College reserves the right of refusal due to content.*

Diamond Sponsor \$15,000

- Company logo featured on event webpage with a direct link to sponsor website
- Company logo featured during countdown timer, break session and end credits for livestream event
- Sponsor featured in student-focused pre-event promotions, including social media, posters, campus digital signage and newsletters
- Half page acknowledgment/advertisement in event program*
- Post event acknowledgment on social media, recap web story and internal channels
- Non-charitable receipt

**Logo and advertisements provided by sponsor.
Olds College reserves the right of refusal due to content.*

Platinum Sponsor \$10,000

- Company logo featured on event webpage with a direct link to sponsor website
- Company logo featured during countdown timer, break session and end credits for livestream event
- Sponsor featured in pre-event promotions over social media
- Half page acknowledgment/advertisement in event program*
- Post event acknowledgment on social media, recap web story and internal channels
- Non-charitable receipt

**Logo and advertisements provided by sponsor.
Olds College reserves the right of refusal due to content.*



Gold Sponsor \$7,500

- Company logo featured on event webpage
- Company logo featured during countdown timer, entertainment segments and end credits for livestream event
- Quarter page acknowledgment/advertisement in event program*
- Post event acknowledgment on social media, recap web story and internal channels
- Non-charitable receipt

**Logo and advertisements provided by sponsor.
Olds College reserves the right of refusal due to content.*

Silver Sponsors \$2,500

- Company logo featured on event webpage
- Company logo featured during countdown timer, program segments and end credits for livestream event
- Eighth page acknowledgment/advertisement in event program
- Post event acknowledgment on social media, recap web story and internal channels
- Non-charitable receipt

**Logo and advertisements provided by sponsor.
Olds College reserves the right of refusal due to content.*



Bronze Sponsors \$2,000

- Company logo featured on event webpage
- Company logo featured during countdown timer and end credits for livestream event
- Logo acknowledgment in event program*
- Post event acknowledgment on social media, recap web story and internal channels
- Non-charitable receipt

**Logo and advertisements provided by sponsor.
Olds College reserves the right of refusal due to content.*

Community Sponsors \$750

- Sponsor name featured on event webpage
- Sponsor name featured during end credits for livestream event
- Sponsor name acknowledgment in event program*
- Non-charitable receipt

**Logo and advertisements provided by sponsor.
Olds College reserves the right of refusal due to content.*

CONTACT US TODAY!

Victoria Keeling-Barrand
Development, Olds College

587.435.2867
development@oldscollege.ca

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Town of Olds Regular Council Meeting Monday, January 24, 2022



Request for Decision

Mountain View Seniors Housing Appointment Request

January 24, 2022

RECOMMENDATION

That Council support the initiative to sustain Board Directors and Alternate for Mountain View Seniors' Housing, by agreeing to appoint the same member and alternate for the 2021-2025 electoral term to the Mountain View Seniors Housing Board.

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 lay the foundation to ensure responsible and sustainable growth.

LEGISLATIVE AUTHORITY

Elected Official Appointments Policy 107C

BACKGROUND

Mayor Dahl received a request from Mountain View Seniors' Housing Board regarding a request to Sustain Board Directors and Alternates for Mountain View Seniors' Housing.

Their correspondence indicated that the MVSH Board unanimously recommended the Board Chair write to each Municipality and request our current Board Directors be sustained in their appointment to our Board for the remainder of their 4-year term as elected members of your Council. This will meet the identified need for stability in governance of our operations during this period for our strategic business plan and it also is in line with the board governance structure that was established in September 2011 and approved and followed by each member municipality of MVSH.

Therefore this is the rational as to why the request is before you for Council to approve sustaining current Board Directors and Alternates throughout their full 4-year term, at your first meeting available.

RISK/CONSEQUENCES – not supporting the request, and appointing different members annually, could put Town appointed members at a disadvantage as they would not be as up to date on the happenings of the board as per the other board members.

FINANCIAL CONSIDERATIONS – Costs associated to attending board/committee meetings is planned annually by Council. These meeting costs would be included in that budget planning.

ATTACHMENTS

1. Mountain View Seniors Housing letter dated January 19, 2022

Prepared by:	Marcie McKinnon Legislative Clerk	Date: January 20, 2022
CAO Signature:	Michael Merritt	Date: January 21, 2022



January 19, 2022

Mayors and Reeve,
Mountain View County Municipalities

Re: Request to Sustain Board Directors and Alternates for Mountain View Seniors' Housing

Dear Mayors and Reeve,

Our Board has completed a process of strategic planning and has now decided on its new strategic business plan for 2022-2026. Please find a copy attached.

Our Board unanimously recommended the Board Chair write to each Municipality and request our current Board Directors be sustained in their appointment to our Board for the remainder of their 4-year term as elected members of your Council. This will meet the identified need for stability in governance of our operations during this period for our strategic business plan and it also is in line with the board governance structure that was established in September 2011 and approved and followed by each member municipality of MVSH.

Therefore, our request is for your Municipal Council to approve sustaining current Board Directors and Alternates throughout their full 4-year term, at your first meeting available. We also look forward to having an invitation to make a presentation to each Municipal Council in the next few months.

We wish to thank you for continuing support as we move forward with our strategic business plan and considering this request.

Sincerely,

Heather Ryan, Board Chair
Mountain View Seniors' Housing

Cc MVSH Board Directors
 Municipal CAOs
 MVSH CAO



Request for Decision

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Bank Account Closure

November 22, 2021

RECOMMENDATION

That Council authorizes Sheena Linderman as the designated officer to close the two (2) bank accounts (commercial optimizer and common share account) currently held by the Town of Olds at ConnectFirst.

LEGISLATIVE AUTHORITY



MGA Section 270 (1) Only a designated officer or a person authorized by bylaw may open or close the accounts that hold the money of a municipality.

(2) A municipality must ensure that all money belonging to or held by the municipality is deposited in a bank, credit union, loan corporation, treasury branch or trust corporation designated by council.

BACKGROUND

The Town of Olds currently has two accounts at ConnectFirst (previously Mountain View Credit Union) that are no longer in use. The commercial optimizer account was a high interest savings account that previously held investments, when these investments were moved to a different location there was a difference in the amount moved due to accrued interest. The Common Share Account is an account that is a membership requirement at the Credit Union. It is paid dividends once a year dependent on how the Credit Union does at their year end and what you have in terms of investments, etc. with the Credit Union.

Administration would like to close these two accounts and transfer all money to our current general bank account held with Alberta Treasury Branches.

Author:	Sheena Linderman	Date: January 18, 2022
Director Signature:		Date:
CAO Signature:		Date: Jan 20/2022



Request for Decision

Reports from Council, Authorities, Boards Committees and Commissions

January 24, 2022

RECOMMENDATION

That the reports from Council, Authorities, Boards, Committees and Commissions ending January 24, 2022 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**

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

ATTACHMENTS

Various minutes are attached

Author:	Marcie McKinnon Legislative Clerk	Date: January 19, 2022
CAO Signature:	Michael Merritt	Date: January 21, 2022



Town of Olds

Minutes of the Town of Olds Family & Community Social Services (FCSS) Advisory Board Meeting held Wednesday, January 19, 2022 at 6:30 p.m. via Zoom.

PRESENT – Committee & Town of Olds Staff:

In the Chair, Jaeme Redgwell

Councilor Dan Daley, Heather Dixon - Community Facilitator, Vice-Chair Angie Durant, Janelle Adams, Carolyn Tshoumy, Jill Zurkan, Evelyn Smith, and Terri Sperle Recording Admin

Absent: Michelle LaRoche – Manager Community Services,

Guest: None

1. Call to Order

Chair Jaeme Redgwell called the meeting to order at 6:31 pm.

1A) Introduction of new member – Welcome to Evelyn Smith.

2. Adoption of Agenda

5a) ii: Conflict of interest for Family School Wellness funding request with Angie Durant. She has asked to be removed during this discussion.

Moved by Angie Durant that the January 19, 2022 agenda be adopted for the FCSS Advisory Board meeting as amended. Seconded by Carolyn Tshoumy.

Motion Carried

3. Adoption of Previous Minutes

Moved by Carolyn Tshoumy to adopt the meeting minutes from November 25, 2021 FCSS Advisory Board Meeting as presented. Jill Zurkan seconded.

Motion Carried.

4. Unfinished Business

None

5. New Business

5a) Funding requests 2022

i. Boys and Girls Club – Carolyn Tshoumy moved to approve amount of **\$55,000** to . Opened for discussion. Councilor Daley seconded. Carried.

ii. Chinook's Edge- Family School Wellness - Carolyn Tshoumy moved to approve amount of **\$24,000**. Opened for discussion. Financial reports are due back to our committee in March. Outcome final report is due at end of program year, including post or pre surveys based on their funding models. If they don't use their money by March, they have to refund it to us. This money is not used for salaries, as we understand. Discussed how we come to the recommended amount. Seconded by Councilor Daley. Carried.

iii. HOPE- The Conversation Has to Happen - Angie Durant moved to approve amount of **\$5,000**. Opened for discussion. This organization has been in operation since 2016. It's a very well received and organized conference. They have managed to switch the way they present because of COVID, and they handled the restrictions very well. Discussed how they advertise. Seconded by Carolyn Tshoumy. Carried.

iv. Mountain View Emergency Shelter Society - Carolyn Tshoumy moved to approve amount of **\$5,000**. Discussion opened. This is the same group that presented to us in 2021. In the past they haven't received much funding from us, as we couldn't fund an emergency shelter directly. We can however, fund programming, advertising and training. Seconded by Evelyn Smith. Carried.

v. Mountain View Moccasin House – Carolyn Tshoumy moved to approve amount of **\$5,000**. They have no permanent location at this time, but they utilize locations such as library, museum, events, etc. This is not just for people of aboriginal descent, but it is for everyone. This is their second year in existence. They are planning many upcoming programs. Seconded by Janelle Adams. Carried.

vi. Olds and District Hospice Society – Jill Zurkan moved to approve amount of **\$4,000**. Opened discussion. We can only fund their marketing, advertising, training and programming. Seconded by Carolyn Tshoumy. Carried.

vii. YES Program – Councilor Daley moved to approve amount of **\$17,000**. Opened discussion. This program is based out of OHS, but go to all schools in MVC. It's a peer support program, as the staff are in their early 20's, that includes social/emotional programming, how to build healthy relationships, etc. They work through entire year, not just school months. They also partner with the Boys & Girls Club. All preventative programming. They are requesting funds for programming and items that are not covered by AHS. Seconded by Carolyn Tshoumy. Carried.

viii. MVCALS – Carolyn Tshoumy moved to approve amount of **\$1,250**. Opened discussion. In the years they did not run the Books for Babies, they did not request FCSS funding. This year they applied for 2 different programs, but only one is eligible for FCSS funding, hence the reduced recommended amount. Seconded by Angie Durant. Carried.

ix. Holy Trinity School – Angie Durant moved to approve amount of **\$405.17**. Opened discussion. Catholic School Division doesn't have extra funding for extra programming. Every student gets this program and it has 22 modules. Seconded by Carolyn Tshoumy. Carried.

x. Chinook Arch Victim Services - Councilor Daley moved to approve amount of **\$4,000**. Opened discussion. This is the organization that has the service dog. They haven't asked for funding for a few years, as they had enough in reserves. They now are tapped financially, so they are looking for funding to train new volunteers and marketing. Seconded by Evelyn Smith. Carried.

5b) Group Presentations for 2022

Previous Council asked that every funded group present at a Council meeting. It is assumed that will continue. Each group is given 10 minutes to present at our meetings. Heather Dixon will divide each funded group between our remaining four meetings and contact them to plan their presentations.

6. Correspondence and Information

6A) None.

7. Adjournment

Moved by Jaeme Redgwell that the FCSS Advisory Board Meeting be adjourned at 7:27 pm.
Motion Carried

Future Meeting dates:

March 16

June 15

September 21
November 16

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These minutes were approved on .

Jaeme Redgwell, Chair

Date

Terri Sperle, Recording Admin

Date

Prior to Adoption



PRIOR TO ADOPTION

Minutes of the Public Art Advisory Committee (PAAC) meeting held Wednesday, January 12, 2022, at 7:00 pm, conducted electronically via ZOOM

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 Committee meetings. The PUBLIC had the opportunity to watch the LIVE STREAM of the Council Committee meeting.

ATTENDANCE:

Lori-Jo Graham, Nan McKernan, Michael Brown, Kathrin Escher, Jeff Fraser, Councillor Wanda Blatz, Councillor James Cummings, Kelly Lloyd (Coordinator of Strategic Affairs), Doug Wagstaff (Director of Community Services) and Michelle Jorgensen (Heritage Advisor)

Chair: Lori-Jo Graham Meeting Recorder: Michelle Jorgensen

1. CALL TO ORDER

- a) Check-in - Chair Graham called the meeting to order at 7:04 pm.
- b) Roundtable check-in, introductions and welcome to new members!

2. ADOPTION OF THE AGENDA

- a) Added Item(s) – n/a
- b) Adoption of the Agenda – Motion to adopt the Agenda as presented by J. Fraser. Motion Carried PAAC22-01

3. ADOPTION OF PREVIOUS MINUTES

- a) Minutes from the Meeting held November 10, 2021 - Motion to adopt the Minutes from November 10, 2021, by N. McKernan. Motion Carried PAAC22-02

4. PRESENTATIONS

N/A

5. BUSINESS ARISING OUT OF MINUTES

- a) Guiding documents (PAAC Bylaw, Public Art Policy, Public Art Procedure (draft), Mural Bylaw and PAAC Guidebook) – M. Jorgensen recapped discussion from last meeting leading up to review of documents presented. Coordinator of Strategic Affairs, Kelly Lloyd, was in attendance to answer questions. Discussed definition of “Public Art” from Council Policy on Public Art. Regarding art in the public realm, if the art can be seen from the outside of the building it would likely require a development permit, if it is inside the business it is still public art, but would likely not require a development permit.

Further discussion regarding the PAAC Guidebook, helpful resource to PAAC, if condensed down could be made into a helpful resource for artists to learn about the process to apply for development permit, etc.

All were comfortable with the documents including proposed revisions. Accepted for information.
Kelly Lloyd left the meeting.

- b) Photos of public art in the community – N. McKernan presented two public art projects that she had been a part of: the Clay Tile Project at the Elementary School and the Clay Tile Project at the Aquatic Centre; as well as a Metal Sculpture at the Olds College (by M. Jorgensen) and the Town of Olds Legacy Bench Program. Discussion held. 2023 is the 20th Anniversary of the Clay Tile Mural Project at the Aquatic Centre, this could be a great opportunity to generate awareness in the community about public art, idea of going back to the people who created the mural 20 years ago to talk to them today including photos from then and now. Could be an idea for a project for this committee around reinspiring public art in Olds. 1500 tiles in the Aquatic Centre mural and it took about 500 people of all ages a year to complete, classes were held to create tiles for the project.

Discussed the Metal Sculpture and the Legacy Bench project in Olds. There is a tour map of the Legacy Benches being created (along with one for Parks and other recreation).

More photos will be shared next meeting. Accepted for information.

- c) Uptowne Olds Committee art crosswalk - Councillor Cummings reported that this item was being discussed earlier this same evening at the Uptowne Olds Committee meeting and that the committee had passed a resolution to pursue the process of investigating the possibility of an art crosswalk. The proposed location at this point is 50th Ave and 50th St in Uptowne Olds. The group will gather information on costs, logistics of who will paint (vinyl?)/create (High School students, mural artist?), maintenance, repair/removal/lifespan, concept of imagery, etc. and will bring this information to PAAC for discussion. Uptowne Committee is excited to work with PAAC/Town to go through the new mural process with a small project (crosswalk) prior to tackling a larger mural project. Hoping to involve other community groups in future crosswalks if this one is successful. Working with Uptowne Committee on this project will also help PAAC/Town refine our new process going forward. Discussed lifespan of a crosswalk (1-to-2-year life process) vs. a mural. Uptowne hoping for creating crosswalk next spring (2023). Discussed possible tourism attraction of art crosswalks in Uptowne Olds. Uptowne meets monthly and will bring information back to PAAC in a couple months or so.

Question raised regarding length of time to complete a community art project; Tile Mural at Aquatic Centre took one year. Community needs to understand the length of time it can take. For instance, it could take 3 to 6 months for concept approval, 3 to 6 months to get funding, and another 3 to 6 months to execute the project. Should include this information in the Guidebook as well.

Accepted for information.

6. NEW BUSINESS

N/A

7. ACTION ITEMS

- a) M. Jorgensen will create similar guidebook for artists like PAAC Guidebook but condensed down, as a resource for artists to learn about the process to apply for development permit/public art projects in Olds (include information on possible timelines for projects).
- b) Commence planning for the 20th Anniversary of the Clay Tile Mural Project at the Aquatic Centre 2023

PAAC Meeting – January 12, 2022

- c) Uptowne Committee meets monthly and will bring information back on the Art Crosswalk idea to PAAC in a couple months or so.
- d) Committee members to bring more examples of public art in Olds to next meeting.

8. ADJOURNMENT

- a) Next Meeting of PAAC TBD – will depend on Uptowne Committee art crosswalk project, they will reach out to M. Jorgensen to book meeting with PAAC to review their project proposal
- b) Check Out – Happy Birthday Kathrin!

Adjournment – Chair Graham moved to adjourn the meeting at 8:31 pm. Motion Carried PAAC22-03.

Lori-Jo Graham, Chair

Michelle Jorgensen, Recording Clerk

These minutes were approved on the ____ day of _____, 20____.

NOTICE OF
ANNUAL GENERAL MEETING

January 20, 2022
1:00 pm
(IN CONJUNCTION WITH REGULAR MEETING)
Via ZOOM

AGENDA

1. Call to Order – Welcome

1.1. Agenda:

Approval of Agenda

2. Confirmation of Minutes:

2.1. Minutes of AGM January 21, 2021 –

2.2. Business arising from Minutes of January 21, 2021

3. Financial:

3.1. Draft Financial Statements for Year ended **December 31, 2021**

4. Election of Officers

4.1. Urban Co-Chair

4.2. Rural Co-Chair

4.3. Executive Committee/Board of Directors (Minimum of 5)

5. Appointment of Auditors/Review Committee for year ending December 31, 2021.

RDRMUG Bylaws state that an “external” audit of the financial records during the fiscal year following the scheduled municipal election” is required. 2022 is an “external audit” year.

Recommendations: That RSM Financial, Edmonton, be appointed to audit our 2021 fiscal year.

6. Accounting Authority – Section 6.1

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6.1. The Town of Drumheller is the accounting authority and performs the duties of treasurer for the RDRMUG.

Recommendation: Confirm the Town of Drumheller to continue as RDRMUG Accounting Authority for the RDRMUG Fiscal Year ending December 31, 2022. Current fee for service is \$5000.00 per year.

7. Changes to Bylaws:

None recommended

8. Adjournment of Annual General Meeting

Minutes of the Red Deer River Municipal User Group

ANNUAL GENERAL MEETING

January 21, 2021 at 1:00 PM

Virtual Meeting via ZOOM

Attendance: Co-Chair T. Leslie – Town of Sundre, G. Campion - Town of Hanna, R. Wildeman – Town of Three Hills, D. Wyntjes - City of Red Deer, B. Shaw – City of Red Deer, W. Blatz - Town of Olds, J. Slemple – Special Areas, B. Gartside – Village of Donalda, G. Parsons – Town of Sylvan Lake, B. Windsor – Town of Didsbury, P. Massier – Red Deer County, R. Poole – Town of Blackfalds, A. Campbell – Town of Stettler, C. Reeds – Town of Trochu, G. Bates – Town of Innisfail, A. Kemmere – Mountain View County, T. Besuijen – Village of Alix, D. Drohomerski – Town of Drumheller, R. Kasco – Town of Oyen, B. Kulyk – Village of Consort, A. Monkman – City of Red Deer, R. Hoyt – MD of Acadia Valley, K. Ryder – RDRMUG.

1.0 Call to Order - Welcome: Co-Chair Terry Leslie called the meeting to order at 1:40 PM.

2.0 Introductions:

2.1 Agenda:

Approval of Agenda

MOTION: B. Windsor moved that the agenda for the January 21, 2021 Red Deer River Municipal Users Group Annual Meeting be adopted as presented. **Carried.**

3.0 Confirmation of Minutes

3.1 Confirmation of Minutes of the Annual General Meeting of January 16, 2020

3.2 Business Arising from Minutes of January 16, 2020

MOTION R. Poole moved that the Red Deer River Municipal Users Group Annual Meeting minutes of January 16, 2020 be adopted as presented. **Carried.**

4.0 Financial:

Executive Director K. Ryder presented and overview of the Financial Statements for the Year ended December 31, 2019 as audited/reviewed by RDRMUG Members R. Poole and T. Leslie.

MOTION A. Kemmerer moved to approve the Financial Statements for the Year ended December 31, 2019 as presented. **Carried.**

5.0 Election of Officers:

5.1 Election for Urban Chairman

Executive Director K. Ryder called for nominations from the floor.

MOTION B. Windsor moved that Terry Leslie, Town of Sundre be nominated for Urban Chair. T. Leslie accepted the nomination. **Carried.**

Executive Director K. Ryder asked if there were any other nominations; there were none.

MOTION A. Campbell moved that nominations cease.

Carried.

Mayor Terry Leslie, Town of Sundre was appointed Urban Chairman.

5.2 Election for Rural Chairman

Executive Director K. Ryder called for nominations from the floor.

MOTION R. Poole moved that John Ireland, Lacombe County be nominated for Rural Chair. J.

Ireland had advised that he would accept this nomination.

Carried.

Executive Director K. Ryder asked if there were any other nominations; there were none.

MOTION G. Campion moved that nominations cease.

Carried.

Councillor John Ireland, Lacombe County was appointed Rural Chairman.

5.3 Election of Officers – 2021 Executive Committee

Executive Director K. Ryder explained that in 2011 a bylaw amendment allowed for a minimum of five (5) directors and for this number to be increased if deemed necessary. He further explained the role of the Board of Directors includes: directing the affairs of RDRMUG, overseeing the performance of the Executive Director, strategic planning, signing authority, accountability to RDRMUG members and attending meetings at the call of the Co-Chairs.

Executive Director K. Ryder called for nominations from the floor for any additional members to the Executive Committee.

The following RDRMUG Members were nominated to the 2021 Executive Committee.

MOTION J. Slemp moved that nominations cease.

Carried.

The 2021 Board of Directors is as follows:

Rural Co-Chair, Councillor J. Ireland, Lacombe County

Urban Co-Chair, Mayor T. Leslie, Town of Sundre

Councillor G. Bates, Town of Innisfail

Councillor W. Blatz, Town of Olds

Councillor A. Campbell - Town of Stettler

Councillor G. Campion - Town of Hanna

Mr. D. Drohomerski, CAO, Town of Drumheller

Councillor M. Marshall, Starland County

Mr. A. Monkman, City of Red Deer (Resource)

Mayor R. Poole, Town of Blackfalds

Mr. Bill Shaw, City of Red Deer (Water Advisor) Resource

Councillor Jay Slemp, Special Areas

Councillor D. Wyntjes, City of Red Deer

6.0 Appointment of Auditors or Review Committee for Year ending December 31, 2020:

Executive Director K. Ryder advised that the RDRMUG Bylaws state that a Review Committee of TWO RDRMUG Members be appointed to review the financial statements for the year ended December 31, 2020. R. Poole and T. Leslie both advised that they would let their names stand in this role for a further year.

- Discussion on how the external auditors were selected.
K. Ryder advised that to date RDRMUG had been included with the Town of Drumheller's audit process. He stated that this appeared to be the most efficient method as the Town of Drumheller accounting staff were knowledgeable of the RDRMUG finances and financial procedures. This saves considerable time with the audit process.

No objections noted.

MOTION G. Bates moved to accept R. Poole and T. Leslie to review the financial statements for the Year ended December 31, 2020. **Carried.**

7.0 Approval of Signing Authority:

Discussion ensued on the suggestions of switching the RDRMUG accounts payable to an Electronic Funds Transfer (EFT) system that would be consistent with the Town of Drumheller's accounting practices. Consensus was that as long as acceptable authorization and approval for payments was in place that RDRMUG should use the EFT for the payment of invoices.

MOTION A. Campbell moved to approve the Electronic Funds Transfer for RDRMUG payments. **Carried.**

8.0 Approval of Administrative Authority:

Executive Director K. Ryder advised that the Town of Drumheller is the accounting authority and performs the duties of treasurer for the RDRMUG. His recommendation was to confirm that the Town of Drumheller continue as the RDRMUG Accounting Authority at the current fee for services of \$ 5,000.00 per year.

MOTION R. Poole moved to accept the Town of Drumheller to continue as the RDRMUG Accounting Authority at the current fee for service of \$ 5,000.00 per year. **Carried.**

9.0 Changes to Bylaws:

None.

10.0 Adjournment:

MOTION G. Campion moved to adjourn the meeting at 2:20 PM. **Carried.**

Red Deer River Municipal User Group Association
224 Centre Street
Drumheller, Alberta T0J 0Y4

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Balance Sheet (un-audited)
For The Year Ended December 2021

Assets		
Current Assets		
Cash on Hand	-	
Bank - Scotiabank	69,884.90	
Bank - Investments	-	
Bank - Chinook	(4.69)	
Prepaid Expenses	-	
Accounts Receivable	235.00	
Accrued Revenue	-	
GST Clearing	1,438.72	
GST Recoverable	-	
	<hr/>	71,553.93
Capital Assets		
Furniture and Fixtures	-	
Equipment	-	
Tools and Software	-	
	<hr/>	-
Total Assets		<hr/> <hr/> 71,553.93
Liabilities and Equity		
Current Liabilities		
Accounts Payable	6,762.25	
Accrued Liabilities	-	
Deferred Memberships	-	
Reserves	-	
	<hr/>	6,762.25
Surplus		
Opening Surplus	57,529.63	
Surplus (Loss) for Year	7,262.05	
Closing Surplus	<hr/>	64,791.68
Total Liabilities and Surplus		<hr/> <hr/> 71,553.93

Red Deer River Municipal User Group Association
224 Centre Street
Drumheller, Alberta T0J 0Y4

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Statement of Revenue and Expense (un-audited)
For The Year Ended December 2021

	Budget	Actual	Variance
Revenue			
Municipal Membership	68,000	66,427.00	(1,573.00)
Interest Earned	200	625.06	425.06
Other Income		-	-
	<u>68,200.00</u>	<u>67,052.06</u>	<u>(1,147.94)</u>
Expenses			
Administration			
Contract Services (includes per diems)	42,000	49,097.44	7,097.44
Meeting Expense	1,200	382.13	(817.87)
Bank Charges		126.50	126.50
Town of Drumheller	5,125	5,125.00	-
Memberships/subscriptions	200	442.82	242.82
Office Supplies	400	554.80	154.80
Conference, Meetings	500	104.93	(395.07)
Travel Expense (Staff)	1,500	556.43	(943.57)
Web Site Maintenance	600	527.18	(72.82)
Miscellaneous		88.12	88.12
Accounting/Legal	1,000	30.00	(970.00)
GST Expense		-	-
Members Expenses			
Per Diems (Members)	500	-	(500.00)
Travel (Members)	500	-	(500.00)
Projects			
Special Projects		-	-
Consulting/Professional		-	-
Pamphlets and Written		-	-
Government Meetings/Consulting	3,000	-	(3,000.00)
Integrating Land Use Planning		-	-
Handbook Actions			
Water Assurance Report	3,000	1,729.66	(1,270.34)
Future Storage Report	4,000	-	(4,000.00)
Integrated Water Res. Management Report	2,000	-	(2,000.00)
Video Production	1,500	1,025.00	(475.00)
RDRMUG Water Quality Water Protection Plan			
Contract Staff		-	-
Travel		-	-
Facility/Office Rental		-	-
Printing, mailing, etc.		-	-
Miscellaneous		-	-
	<u>67,025.00</u>	<u>59,790.01</u>	<u>(7,234.99)</u>
Surplus (Loss) for Year	<u>1,175.00</u>	<u>7,262.05</u>	<u>6,087.05</u>

Red Deer River Municipal User Group Association
224 Centre Street
Drumheller, Alberta T0J 0Y4

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103 Bank - Investments

Surplus funds are held in the general account which earns daily interest at a rate of prime less 2%. The banking agreement has a minimum of \$100,000 for short term investments.

122 Prepaid Expenses

125 Accounts Receivable

Dec 2021 235.00 Requisitions outstanding from the membership
235.00

127 GST Clearing

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31-Dec-21	815.88			
Total	<u>33,632.96</u>	<u>21,724.84</u>	<u>0.00</u>	

GST 2005-2007 not collectable. Society can only claim 50% of the GST. 2012 transactions adjusted in C auditors.

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The web site was launched in August 2006.

2021 Red Deer River Municipal User Group Association**53**

Membership is for the period of January 2021 to December 2021
For The Year Ended December 2021

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		<i>Bashaw, Town</i>		-		-	
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		<i>Veteran, Village</i>				-	
		* members of the Mountain View Regional Water Services Commission				0.00	
Paid Communities: 33			66,192.00	66,427.00	267,810	235.00	-

2021 Red Deer River Municipal User Group Association
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 For The Year Ended December 2021

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Deferred Membership Analysis

Month Ended	to Revenue	Added	Municipality	Balance
Invoices				66,717.50
31-Jan-20	→ 5,559.79			61,157.71
29-Feb-20	5,559.79			55,597.92
31-Mar-20	5,559.79	(525.50)	Paintearth	49,512.63
30-Apr-20	5,501.40	235.00	Coronation	44,246.23
31-May-20	5,530.78			38,715.45
30-Jun-20	5,530.78			33,184.67
31-Jul-20	5,530.78			27,653.89
31-Aug-20	5,530.78			22,123.11
30-Sep-20	5,530.78			16,592.33
31-Oct-20	5,530.78			11,061.55
30-Nov-20	5,530.78			5,530.77
31-Dec-20	5,530.77			0.00
	<u>66,427.00</u>	<u>(290.50)</u>		

**Red Deer River Municipal User's Group
Bank Reconciliation
Chinook Credit Union - December 2021**

Outstanding cheques		Outstanding Deposits	
Number	Amount	Date	Amount
	-		-
Closing Bank Balance			
Add: Outstanding Deposits		-4.69	
Less: Outstanding Cheques		0.00	
Total		0.00	
		-4.69	
Closing General Ledger		(4.69)	
Journal Entries		-	
		(4.69)	

**Red Deer River Municipal User's Group
Bank Reconciliation
Scotiabank - December 2021**

Outstanding cheques		Outstanding Deposits	
Number	Amount	Date	Amount
	-		-
Closing Bank Balance			
Add: Outstanding Deposits		69,884.90	
Less: Outstanding Cheques		0.00	
Total		0.00	
		69,884.90	
Closing General Ledger		69,884.90	
Journal Entries		-	
		69,884.90	

RED DEER RIVER MUNICIPAL USERS GROUP

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2022 Election of Officers

The current structure of the RDRMUG is as follows:

In 2008 the RDRMUG choose to become a society and the Red Deer River Municipal Users Group Association was formed. The bylaws require that the Society be governed by an Executive Committee/Board of Directors to be elected annually that will include:

- 2 (TWO) Co-Chairs, RDRMUG Members, one being from an “urban” municipality and one being from a “rural” municipality.
- A minimum of 5 Directors elected from the RDRMUG membership.

By-Law Amendments:

At the 2009 AGM it was unanimously approved to elect 6 (SIX) Directors

*At the 2011 AGM it unanimously approved to elect a **MINIMUM** of 5 (FIVE) Directors*

2021 RDRMUG Executive Committee/Board of Directors

Rural Co-Chair: Councillor John Ireland, Lacombe County

Urban Co-Chair: Vacant

Councillor Gerald (Brass) Campion, Town of Hanna

Mr. D. Drohomerski, CAO, Town of Drumheller (Resource/Council Rep.)

Mr. Bill Shaw, City of Red Deer Water (RDRMUG Advisor/Resource)

Mr. Jay Slempp, (Council Appointed Representative) Special Areas

Councillor G. Parsons, Town of Sylvan Lake

-
- 1. Call to Order – Welcome**
 - 2. Agenda: -**
 - 2.1. Additions
 - 2.2. Approval of Agenda
 - 3. Minutes:**
 - 3.1. Confirmation of Minutes of December 2, 2021
 - 3.2. Business arising from Minutes
 - 4. Financial:**
 - 4.1. Financial Statements to December 31, 2021
 - 4.2. 2022 Operating Budget
 - 5. Presentations:**
 - 5.1 RDRMUG Overview – John Ireland
 - 5.2 Mr. Bill Shaw - Follow up from his December presentation.
Mr. Shaw to discuss key challenges, future actions, learnings to carry forward from 2021.
 - 6. New Business:**
 - 6.1. Executive Committee Recommendations:**
 - 6.1.1. Proposed meeting dates for 2022: January 20, 2022, March 17, 2022, May 19, 2022, July 21, 2022, September 15, 2022, and November 17, 2022.
meetings will be held in Drumheller unless special situations require alternate arrangements as recommended by the Executive Committee.
 - 7. Executive Director Report:**
 - 7.1. Update on Administration items
 - 7.2. Future meeting(s) format
 - 8. Agenda Additions:**
 - 9. Municipal Round Table:** *An opportunity for all representatives to share their current and future water/waste water projects, infrastructure issues/improvements in an open round table format. If a member has a report that they wish to have included in the minutes we would welcome a written copy*
 - 10. Correspondence & Articles:** Attached and/or Handouts at meeting.
 - 11. Next Meeting:** March 17, 2022

Minutes of the Red Deer River Municipal User Group

Regular Meeting

December 2, 2021 at 1:00 PM

Badlands Community Facility, Drumheller, Alberta and Via Zoom

IN ATTENDANCE

IN PERSON Keith Ryder – Executive Director Rudy Friesen – Executive Director (new) Graham Parsons – Sylvan Lake Kraymer Barnstable – City of Red Deer Gerald “Brass” Campion – Town of Hanna James Cummings – Town of Olds Jerry Wittstock – Kneehill County Harvey Walsh – Town of Olds Gord Lawler – Town of Stettler Bill Cunningham – Town of Trochu Jason Wallsmith – MD of Acadia Ryan Leuzinger – Town of Three Hills Ray Wildeman – Town of Three Hills Darryl Drohomerski – Town of Drumheller Co- Chair: John Ireland – Lacombe County	VIA ZOOM Doug Booker – Bill Shaw – City of Red Deer / RDRMUG Jennifer Berry – Lacombe County Gord Krebs – Mountain View County Josée Méthot – RDRWA, Executive Director Christine Moore – Red Deer County Jay Slem – Special Areas Mark Landry – Starland County Jamie Hoover – Town of Blackfalds Quinton Flint – Town of Coronation Joyce McCoy – Town of Didsbury Bill Windson – Town of Didsbury Don Harrison – Town of Innisfail Bob Kasco – Town of Oyen Richard Warnock – Town of Sundre Todd Dalke – Town of Sundre Tim Besuijen – Village of Alix Barb Kulyk – Village of Consort Todd Aasen – Alberta Environment and Parks, Guest Presenter
--	---

1.0 Call to Order

Co-Chair John Ireland called the meeting to order at 1:04 PM.

The Members introduced themselves.

Keith Ryder introduced Rudy Friesen, the new RDRMUG Executive Director.

2.0 Adoption of Agenda

2.1 Additions to Agenda - None

2.2 Approval of Agenda

Motion: D. Drohomerski moved that the agenda for the December 2, 2020 Red Deer River Municipal Users Group Regular Meeting be adopted as presented.

Carried

3.0 RDR Orientation – Keith Ryder, Executive Director

3.1 K. Ryder presented an orientation/information package about RDRMUG.

Topics included:
[Click here](#) for presentation
The purpose of RDRMUG. This was followed up by the short film Looking Back and Moving Forward.
The structure of the Executive. The Executive meet to discuss operations and day to day business. The Urban co-chair position is vacant. The Rural co-chair is John Ireland.
A demonstration of the website showed how to access the members portal and the resources that are available.
The AGM will be held in January 20, 2022 with a regular meeting to follow.

4.0 Presentation (s)

4.1 Todd Aasen, Alberta Environment and Parks – “Transforming Alberta’s Water Regulatory System – Upcoming changes to the Water Act Licenses”

T. Aasen explained that the changes being implemented are to make the process of applying for permits consistent across the province.
[Click here](#) for presentation

Break Called: 2:26pm

Return to Meeting: 2:35pm

4.2 Jason Wallsmith - MD Acadia Presentation of Irrigation Feasibility Development Study

[Click here](#) for presentation
J. Wallsmith described the irrigation feasibility study; the economic, social and environmental benefits to the project. The request to RDRMUG members is to consider writing a letter of support for creating a Crown Reservation associated with this project.

4.3 Bill Shaw – City of Red Deer Action plan directions and discussions - Overview of RDRMUG

[Click here](#) for presentation
Discussion topics included:
Water licenses & water assurance
Crown Reservations: the benefits
Source water protection and watershed conservations

Due to time constraints Bill Shaw was unable to complete his presentation and this will be carried forward to the January RDRMUG meeting.

5.0 Minutes

5.1 Confirmation of the Minutes of September 16, 2021

Motion: Gerald Campion moves that the Red Deer River Municipal User Group Meeting minutes September 16, 2021 be approved as presented. **Carried**

5.2 Business arising from the Minutes of September 16, 2021 – No business

6.0 Financials

6.1 Financial Statements to October 31, 2021

Motion: Darryl Drohomerski moved to accept the Financial Statements to October 31, 2021 as presented. **Carried**

6.2 2021 Operating Budget (For Reference)

K. Ryder presented the operating budget.

6.3 2022 DRAFT Operating Budget [Click here](#)

Municipalities are sent a request for funding at 25 cents per capita remains the same as 2021.

The budget will be ratified at the January meeting and reviewed at the March meeting.

7.0 Closing Remarks – John Ireland

J. Ireland welcomed Rudy Friesen to RDRMUG.

John Ireland thanked Keith Ryder for his hard work, dedication, and guidance. He stated that K. Ryder has been the heart and soul of the organization since it began.

8.0 Next Regular Meeting

January 20th, 2021 – 1:00pm (Format to be determined)

NOTICE OF ANNUAL GENERAL MEETING

Precedes regular meeting and includes election of 2022 Co-Charis and Executive Committee

9.0 Adjournment

Motion: Gerald Campion moves to adjourn the meeting at 3:34pm.

Carried

Red Deer River Municipal User Group Association
224 Centre Street
Drumheller, Alberta T0J 0Y4

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Balance Sheet (un-audited)
For The Year Ended December 2021

Assets		
Current Assets		
Cash on Hand	-	
Bank - Scotiabank	69,884.90	
Bank - Investments	-	
Bank - Chinook	(4.69)	
Prepaid Expenses	-	
Accounts Receivable	235.00	
Accrued Revenue	-	
GST Clearing	1,438.72	
GST Recoverable	-	
	<hr/>	71,553.93
Capital Assets		
Furniture and Fixtures	-	
Equipment	-	
Tools and Software	-	
	<hr/>	-
Total Assets		<hr/> <hr/> 71,553.93
Liabilities and Equity		
Current Liabilities		
Accounts Payable	6,762.25	
Accrued Liabilities	-	
Deferred Memberships	-	
Reserves	-	
	<hr/>	6,762.25
Surplus		
Opening Surplus	57,529.63	
Surplus (Loss) for Year	7,262.05	
Closing Surplus	<hr/>	64,791.68
Total Liabilities and Surplus		<hr/> <hr/> 71,553.93

Red Deer River Municipal User Group Association
224 Centre Street
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Statement of Revenue and Expense (un-audited)
For The Year Ended December 2021

	Budget	Actual	Variance
Revenue			
Municipal Membership	68,000	66,427.00	(1,573.00)
Interest Earned	200	625.06	425.06
Other Income		-	-
	<u>68,200.00</u>	<u>67,052.06</u>	<u>(1,147.94)</u>
Expenses			
Administration			
Contract Services (includes per diems)	42,000	49,097.44	7,097.44
Meeting Expense	1,200	382.13	(817.87)
Bank Charges		126.50	126.50
Town of Drumheller	5,125	5,125.00	-
Memberships/subscriptions	200	442.82	242.82
Office Supplies	400	554.80	154.80
Conference, Meetings	500	104.93	(395.07)
Travel Expense (Staff)	1,500	556.43	(943.57)
Web Site Maintenance	600	527.18	(72.82)
Miscellaneous		88.12	88.12
Accounting/Legal	1,000	30.00	(970.00)
GST Expense		-	-
Members Expenses			
Per Diems (Members)	500	-	(500.00)
Travel (Members)	500	-	(500.00)
Projects			
Special Projects		-	-
Consulting/Professional		-	-
Pamphlets and Written		-	-
Government Meetings/Consulting	3,000	-	(3,000.00)
Integrating Land Use Planning		-	-
Handbook Actions			
Water Assurance Report	3,000	1,729.66	(1,270.34)
Future Storage Report	4,000	-	(4,000.00)
Integrated Water Res. Management Report	2,000	-	(2,000.00)
Video Production	1,500	1,025.00	(475.00)
RDRMUG Water Quality Water Protection Plan			
Contract Staff		-	-
Travel		-	-
Facility/Office Rental		-	-
Printing, mailing, etc.		-	-
Miscellaneous		-	-
	<u>67,025.00</u>	<u>59,790.01</u>	<u>(7,234.99)</u>
Surplus (Loss) for Year	<u>1,175.00</u>	<u>7,262.05</u>	<u>6,087.05</u>

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103 Bank - Investments

Surplus funds are held in the general account which earns daily interest at a rate of prime less 2%. The banking agreement has a minimum of \$100,000 for short term investments.

122 Prepaid Expenses

125 Accounts Receivable

Dec 2021 235.00 Requisitions outstanding from the membership
235.00

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29-Feb-20	5,559.79			55,597.92
31-Mar-20	5,559.79	(525.50)	Paintearth	49,512.63
30-Apr-20	5,501.40	235.00	Coronation	44,246.23
31-May-20	5,530.78			38,715.45
30-Jun-20	5,530.78			33,184.67
31-Jul-20	5,530.78			27,653.89
31-Aug-20	5,530.78			22,123.11
30-Sep-20	5,530.78			16,592.33
31-Oct-20	5,530.78			11,061.55
30-Nov-20	5,530.78			5,530.77
31-Dec-20	5,530.77			0.00
	<u>66,427.00</u>	<u>(290.50)</u>		

**Red Deer River Municipal User's Group
Bank Reconciliation
Chinook Credit Union - December 2021**

Outstanding cheques		Outstanding Deposits	
Number	Amount	Date	Amount
	-		-
Closing Bank Balance			
Add: Outstanding Deposits		-4.69	
Less: Outstanding Cheques		0.00	
Total		0.00	
		<u>-4.69</u>	
Closing General Ledger		(4.69)	
Journal Entries		-	
		<u>(4.69)</u>	

**Red Deer River Municipal User's Group
Bank Reconciliation
Scotiabank - December 2021**

Outstanding cheques		Outstanding Deposits	
Number	Amount	Date	Amount
	-		-
Closing Bank Balance			
Add: Outstanding Deposits		69,884.90	
Less: Outstanding Cheques		0.00	
Total		0.00	
		<u>69,884.90</u>	
Closing General Ledger		69,884.90	
Journal Entries		-	
		<u>69,884.90</u>	

2022 DRAFT OPERATING BUDGET

67

	2020 Actual	2021 Budget	2021 Unaudited year end	2022 Budget	
Opening Surplus (Deficit)	\$ 47,039.66	\$ 57,529.63	\$ 55,561.13	\$ 68,709.14	
REVENUE	@ .25 per capita	@.25 per capita	@.25 per capita	@.25 per capita	Note 1
Memberships	\$ 66,717.50	\$ 68,000.00	\$ 66,427.00	\$ 68,000.00	
Interest Earned	\$ 957.55	\$ 2,000.00	\$ 625.06	\$ 600.00	
Other Income					
Total Revenue	\$ 67,675.05	\$ 70,000.00	\$ 67,052.06	\$ 68,600.00	Note 2
EXPENSES					
Administration					
Contract Services/per diems/Expenses	\$ 38,546.36	\$ 45,000.00	\$ 49,097.44	\$ 38,000.00	Note 6
Meeting Expenses	\$ 452.95	\$ 1,200.00	\$ 382.13	\$ 1,000.00	
Bank Charges			\$ 126.50	\$ 150.00	
Town of Drumheller	\$ 5,125.00	\$ 5,125.00	\$ 5,125.00	\$ 5,125.00	
Membership/Subscriptions	\$ 283.50	\$ 283.50	\$ 442.82	\$ 300.00	
Office Supplies	\$ 360.00	\$ 360.00	\$ 554.80	\$ 450.00	
Conference, Meetings		\$ 500.00	\$ 104.93	\$ 500.00	
Travel Expense (staff)	\$ 604.16	\$ 1,500.00	\$ 556.43	\$ 1,500.00	
Web Site Maintenance	\$ 527.18	\$ 500.00	\$ 527.18	\$ 600.00	
Miscellaneous		\$ 500.00	\$ 88.12		
Accounting Legal		\$ 1,000.00	\$ 30.00	\$ 5,000.00	Note 3
GST Expense			\$ -		
Sub Total	\$ 45,899.15	\$ 55,968.50	\$ 57,035.35	\$ 52,625.00	
Members Expenses					
Per Diems (Members)		\$ 500.00	\$ -	\$ 500.00	
Travel Expense (Members)		\$ 500.00	\$ -	\$ 500.00	
Sub Total	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	

2022 DRAFT OPERATING BUDGET

68

PROJECTS					
RDRMUG Next Steps					
Government Meetings/Consulting	\$ 2,091.68	\$ 5,000.00		\$ 5,000.00	
New Projects (To be Determined)				\$ 5,000.00	
Next Steps Handbook Documents	\$ 9,194.25	\$ 10,000.00			
Sub Total	\$ 11,285.93	\$ 15,000.00	\$ -	\$ 10,000.00	
Handbook Actions					
Water Assuarance Report			\$ 1,729.66		
Future Storage Report				\$ 1,000.00	
Integrated Water Res. Management Report				\$ 2,000.00	
Video Production			\$ 1,025.00		
Sub Total			\$ 2,754.66	\$ 3,000.00	
RDRMUG Water Quality Protection Plan					
Travel	\$ -	\$ 500.00	\$ -		
Printing, Mailing, Production	\$ -	\$ 500.00	\$ -	\$ 1,000.00	
Crown Reservation Process	\$ -		\$ -	\$ 5,000.00	
Sub Total		\$ 1,000.00	\$ -		
TOTAL EXPENSES	\$ 57,185.08	\$ 71,968.50	\$ 59,790.01	\$ 71,625.00	
Suplus/(Deficit) for Year	\$ 10,489.97	-\$ 1,968.50	\$ 7,262.05	-\$ 3,025.00	
Total Closing Surplus/(Deficit)	\$ 57,529.63	\$ 55,561.13	\$ 64,791.68	\$ 65,684.14	
1. 2022 revenue remains at .25 per capita based on Estimated Membership population - increase in memberships					
2. 2021 totals are estimated to December 31, 2021					
3. RDRMUG Bylaws require an external audit for the fiscal year of 2022 (AGM Minutes January 17, 2019)					
4. All projects must be approved by the RDRMUG membership prior to being committed					
5. Any expenditures that are not covered in the approved RDRMUG budget or exceed a budgeted amount must be approved by the RDRMUG membership prior to any financial commitment being made.					
6. Contract Services include 2021 Executive Director includes R. Friesen for Nov/Dec and K. Ryder to Dec. 31, 2021. 2022 R. Friesen 30,000.00 per annum					

December 10, 2021 - Board Meeting Summary Highlights

A full review of **approved** meeting minutes is available at: saewa.ca / Board Meeting Minutes

The meeting was called to order by Chair Grant @ 12:08 p.m.

- **The Board did Motion – carried all**
To move the December 10, 2021 Agenda as presented
- **The Board did Motion – carried all**
To approve the minutes from the October 8, 2021 Board meeting as presented
- **The Board did Motion – carried all**
To approve the December 8, 2021 Executive Minutes (draft) as circulated for information
- **The Board did Motion – carried all**
To approve the SAEWA 2022 Budget as presented
- SAEWA Board Orientation session commenced @ 12:27 p.m. – The Chair opened the session with round-table Introductions
- A power- point was delivered by Administration beginning in the order of the SAEWA Bylaws and policies as they pertain to the organization: Board Representation and Individual Board Representative, and Communication Policy documents
- The Chair did for the record advise that there is 1 interim position vacant until the AGM 2022 to serve on the Executive Committee – an interest in serving as interim Executive Officer at Large has been received and recorded
- Detailed History & Background of SAEWA, project developments and documents provided by the project Champions: Vice Chair / Project Lead Paul Ryan; Kim Craig (former Chair 2012 – 2016; Executive / Director 2012 – current; and current Chair, Tom Grant, and Director, Greg Sheppard) whom have all been part of the project since inception of working group to the organization non-profit and Society of Alberta development 2012
- Detailed discussion of the Communication Policy and Plan was provided emphasizing we are in a formal EOI procurement process and the Talking Points have been established to maintain continuity of information which is critical to the project and that all inquiries for information or media should be forwarded to SAEWA administration: sherry@saewa.ca to be reviewed by the SAEWA Steering Committee
- SAEWA Steering Committee was introduced to the new Board and background provided as to their role and representation of the SAEWA project and the REOI, and EOI screening and selection process which we are in progress of
- Review of Most Common Questions asked: What is taking So Long?
Where a detailed discussion and feedback was provided that included recognition of the fact that \$2.3 million dollars of engineering has been completed through grant funding that involved significant delays due to a long and difficult process waiting, searching for funding whereas a private investment would not have had these delays as they have established funding so while that has been the most obvious delay it also speaks to the accomplishment of SAEWA in moving a \$500 – 700 million dollar EfW project forward progressively in the order required without bias or subjectivity of information as SAEWA

has always remained neutral until the science has been proven in order to make a balanced, informed, and responsible decision that cannot be challenged by science or out-layer logic

- An overview of the Economic Outputs Summary reported within the power point presentation which was a document created by HDR (Engineers of Record) to capture the economic benefits of an EfW project in the Newell County Economic Region
- Discussion provided on the background of HDR Corporation as the Lead EfW Engineering Specialist Firm in Canada and SAEWA's Engineer of Record
- The EOI screening & selection process is scheduled for Q1 2022 – Q1 2023 as the Road Map forward was reviewed establishing projected timelines for moving project deliverables forward
- Funding of the EOI discussed in greater detail as questions put forward: If SAEWA is not successful in their application to Federal: Canada Jobs Grant and Provincial: Alberta Community Partnerships Funding Program how will the EOI screening process be completed? – SAEWA Administration advised we will be discussing the review of the project budget with HDR at the next Steering Committee Meeting in process of being scheduled which will be supportive of expediting the process
- All were advised that SAEWA has sent an update to the EOI (3) consortia to advise that the process is being scheduled for Q1 2022 (acknowledgements of the update were received from the consortia) **Action Item:** SAEWA will update them further on the status early 2022 keeping them informed that the review process is moving forward
- Board Reports received
- **Next Board Meeting scheduled for Friday, January 28, 2022** (note: Board Meetings are scheduled to be held the 4th Friday of the month)
- **End Meeting 3:02 p.m.**
-



*& Best Wishes for a Happy & Safe Holiday Season
Thank you to our members and see you in 2022*



Request for Decision

Correspondence and Information

January 24, 2022

RECOMMENDATION

That the Correspondence and Information Report ending January 24, 2022 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:

Town of Olds will strive to respond to the public in a timely fashion after receiving general inquiries in an effort to provide good customer service and to demonstrate professional business practices.

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.

LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:

ITEM #	FROM / TO	REGARDING
A	Crowsnest Pass	Letter of Support for Fast Tracking Immigrant Nurses for Certification in Alberta
B	Crowsnest Pass	Letter of Support for City of Cold Lake and Streamlining Foreign Physician Assessments
C	Aiden Teal	Thank you
D	Alberta Municipal Affairs – Office of the Minister	Municipality Sustainability Initiative and Disaster Recovery Program
E	Sandy Thomson	REP in Town of Olds
F	Town of Tofield	Adolescent Vaccine Provision
G	Sylvia Steinberger	REP in Town of Olds
H	Avail CPA	Engagement Letter

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: January 19, 2022
CAO Signature:	Michael Merritt	Date: January 21, 2022



January 7, 2022

Via Email: carna@nurses.ab.ca

College & Association of Registered Nurses of Alberta
11120 178 Street
Edmonton, AB T5S 1P2

Dear Council:

Re: Letter of Support for Fast Tracking Immigrant Nurses for Certification in Alberta

The Municipality of Crowsnest Pass Council respectfully requests that the College & Association of Registered Nurses of Alberta consider fast tracking immigrant nurses to qualify to work in Alberta in all communities currently facing nursing shortages.

Our current health crisis has clearly demonstrated the need for additional nurses to support and enhance our current caregivers that are overworked and stretched to capacity when there are many immigrant nurses sitting on the sidelines forced to work in underemployed positions to make ends meet.

We recognize that it is a great responsibility to ensure that foreign educated nurses are qualified to Canadian standards, but it appears that the current process is too cumbersome and that as a country we are losing out on this virtually untapped pool of skilled medical professionals.

We thank you for your kind consideration and hope that we can all work together to find a solution to this problem, or at the very least to make improvements to the current accreditation process.

Sincerely,

A handwritten signature in dark ink, reading "Blair Painter". The signature is fluid and cursive, with the first name "Blair" and last name "Painter" clearly distinguishable.

Mayor Blair Painter
Municipality of Crowsnest Pass
403-563-0700
blair.painter@crowsnestpass.com

cc: The Honorable Jason Copping, Minister of Health
Alberta Municipalities
Rural Municipalities Association



January 7, 2022

Via Email: registrar@cpsa.ab.ca

College of Physicians and Surgeons of Alberta
2700, 10020 100 Street NW
Edmonton, AB T5J 0N3

Attention: Dr. Scott McLeod, Registrar

Dear Dr. McLeod:

Re: Letter of Support for City of Cold Lake and Streamlining Foreign Physician Assessments

The Municipality of Crowsnest Pass Council fully supports the request by the City of Cold Lake to have the College of Physicians and Surgeons of Alberta consider streamlining the assessment process for physicians from outside of Canada but wish to extend this consideration be given to facilitate integration for those doctors in all communities in Alberta currently facing physician shortages.

Our current health crisis has clearly demonstrated the need for additional doctors to support and enhance caregivers that are overworked and stretched to capacity when there are many immigrant physicians sitting on the sidelines forced to work in underemployed positions to make ends meet.

We recognize that it is a great responsibility to ensure that foreign educated doctors are qualified to Canadian standards, but it appears that the current process is too cumbersome and that as a country we are losing out on this virtually untapped pool of skilled medical professionals.

We thank you for your kind consideration and hope that we can all work together to find a solution to this problem, or at the very least to make improvements to the current accreditation process by removing the significant barriers to becoming certified in our province.

Sincerely,

A handwritten signature in dark ink, reading "Blair Painter". The signature is fluid and cursive, with the first name "Blair" and last name "Painter" clearly distinguishable.

Mayor Blair Painter
Municipality of Crowsnest Pass
403-563-0700
blair.painter@crowsnestpass.com

cc: The Honorable Jason Copping, Minister of Health
Alberta Municipalities
Rural Municipalities Association

thank you

Dear Town of Olds,
I wanted to write to
you to express my
sincere gratitude for
creating the Grade
12 Academic Excellence
award. I meant to
write sooner but was
caught up in my
studies at the U of A,
Engineering Program.
I am home for
christmas & wanted
to write to say
Thank You.

Aiden Teal

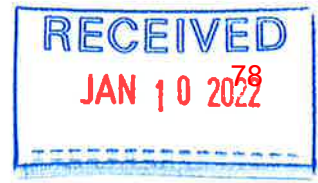
RECEIVED

JAN 07 2022



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*



AR107369

December 23, 2021

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

Dear Mayor Dahl:

Thank you for taking the time during the Alberta Municipalities fall 2021 convention to meet with me to discuss your concerns about the Municipal Sustainability Initiative program and cost sharing for the Disaster Recovery Program.

I appreciated the opportunity to hear your municipality's concerns and build on our relationship during the meeting. As discussed, this government intends to engage with municipalities and municipal associations to design the Local Government Fiscal Framework program and develop the allocation formula. I look forward to receiving your feedback on this important issue.

Please do not hesitate to contact my office if you require any additional information regarding our discussion during the convention. I anticipate continued positive collaboration as we work together on important initiatives towards building a strong and prosperous Alberta.

Sincerely,

Ric McIver
Minister

cc: Michael Merritt, Chief Administrative Officer, Town of Olds

January 12, 2022 at 5:27 PM

Good afternoon Judy,

Happy New Year to you and Council

I hope that you're doing & staying well both mentally & physically.

My e-mail is in response to the letter penned by a concerned citizen to you and the councillors stating her opinion with no facts referenced. As Councillor Walsh stated the letter along with policies can and have caused division amongst the citizens of Olds. This letter really had me angered and riled the other day. [REDACTED]

FOIP 17

[REDACTED] Myself as a relatively healthy person that is fighting a life threatening disease refuses to take the jab (my personal choice) because of possible side effects that can be very dangerous to me. I look forward to getting out and about as you can imagine I can get down in the dumps because of this REP crap & being treated like a second class citizen. I really hope that this council considers relaxing or better yet rescinding the REP for the town of Olds.

My personal body autonomy is nothing that should be messed with, heaven knows I have enough of a science experiment going on in me right now....I'm not afraid to die from my condition, why then are people so afraid to live? So in saying that, NOBODY else has the right to tell me where I can go, what I can do, what I should put in my body...I am smart enough to stay home if I'm not well, even though what I'm dealing with it's not contagious, I'm tired of being treated like a threat to anybody elses' health & well being.

After watching council proceedings from January 10, 2022 I fully expect this letter to be put on the agenda as well.

Sincerely & respectfully,

Sandy Thomson





PO Box 30 5407 50th Street
 Tofield, Alberta T0B 4J0
 P 780 662 3269
 F 780 662 3929
 E tofieldadmin@tofieldalberta.ca
 W www.tofieldalberta.ca

January 13, 2022

Honorable Jason Kenney
 Premier of Alberta
 Office of the Premier
 307 Legislature Building
 10800 – 97 Avenue
 Edmonton, AB
 T5K 2B6

Dear Premier,

Re: Rural Alberta – Adolescent Vaccine Provision

Premier Kenney, since the availability of vaccines has been provided to Albertans, the message from yourself, the Chief Medical Officer of Health, and the Health Minister has remained consistent. This message has been that all eligible individuals should receive the first available vaccine, and now, this availability has extended to our youth. During the first availability of vaccine, rural Alberta felt that they were being slighted, or ignored in not having vaccine provision to those who were unable to travel, or not wanting to leave the comforts of their own community, to truly do the right thing and become vaccinated. Many across rural Alberta, Tofield included reached out to advocate and make our voices heard in having this service provided in our communities through our very capable means, such as, our pharmacies and competent pharmacists.

Bluntly, your government is ignoring rural Alberta, and creating barriers and hindrances for vaccine provision. Members of our community wanting to have their children vaccinated are being forced to drive between 50 and 70 kilometers one way to have this service provided. On top of this true inconvenience, the weather elements and poor road conditions are adding a further issue to what is already a stressful time for these parents. The decision of many is to not contend with these barriers, which is resulting in a lower vaccination rate in our rural locations.

The path forward from our vantage point appears clear, provide vaccine to our rural pharmacies to vaccinate our youth. Globally, we know that the way back to a normal life requires vaccination. In not having this ability in rural Alberta, the pandemic and its challenges to our health care system, economy and Albertans mental health will continue.

Honorable Jason Kenney
Premier of Alberta
Page 2

Premier Kenney, please do not continue to ignore rural Alberta. We in the outlying centres have suffered deeply, and this stance only stands to hurt Alberta as a province on a longer-term basis. As a Council and a community, we implore your government to take a stance and advocate for change.

Sincerely,



Debora Dueck

Mayor

mayor@tofieldalberta.ca

C.C

The Honorable Jason Copping, Minister of Health
Dr. Deena Hinshaw, Chief Medical Officer of Health
Damien Kurek, MP
Jackie Lovely, MLA
Alberta Municipalities
Rural Municipalities of Alberta
Darren Erickson, Tofield Pharmacy
Tofield Mercury
Vegreville News Advertiser

Sent: January 13, 2022 5:29 PM
To: Judy Dahl <jdahl@olds.ca>
Subject: Health regulations

Hello Mayor Dahl,
I would like to share my support for the town's compliance with provincial health/COVID restrictions. I understand that compliance with provincial regulations is mandatory for municipalities, but even if it wasn't, I would support all public health measures that keep our community safe.
Please thank town council for their due diligence!

Sylvia Steinberger
Olds, AB

Sent from my iPhone

December 31, 2021

To the Mayor and Council
Town of Olds
4512 46 Street
Olds, Alberta T4H 1R5

Ladies and Gentlemen:

Objective and scope

You have requested that we audit the financial statements of the Town of Olds, which comprise the consolidated statement of financial position as at Friday, December 31, 2021, and the consolidated statement of operations, changes in net financial assets (debt), and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on the financial statements.

Our responsibilities as auditor

We will conduct our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

In making our risk assessments, we consider internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies in internal control relevant to the audit of the financial statements that we have identified during the audit.

Management's responsibilities

Our audit will be conducted on the basis that management and those charged with governance acknowledge and understand that they have responsibility:

- (a) For the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards,
- (b) For such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error; and

Mayor and Council
Town of Olds
Page 2
December 31, 2021

- (c) To provide us with:
 - (i) Access to all information of which management is aware that is relevant to the preparation of the financial statements such as records, documentation and other matters;
 - (ii) Additional information that we may request from management for the purpose of the audit; and
 - (iii) Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

As part of our audit process, we will request from management and, where appropriate, those charged with governance written confirmation concerning representations made to us in connection with the audit.

We look forward to full cooperation from your staff during our audit.

Working papers

We will ask that your personnel, to the extent possible, prepare various schedules and analyses in order to minimize your investment in the audit process. The working papers, files, other materials, reports and work created, developed or performed by us during the course of the engagement are the property of our Firm, constitute confidential information and will be retained by us in accordance with our Firm's policies and procedures.

File inspections

In accordance with professional regulations, our client files may periodically be reviewed by practice inspectors and by other file quality reviewers to ensure that we are adhering to professional and our Firm's standards. File reviewers are required to maintain the confidentiality of client information.

Confidentiality

One of the underlying principles of the profession is a duty of confidentiality with respect to client affairs. Each professional accountant must preserve the secrecy of all confidential information that becomes known during the practice of the profession. Accordingly, we will not provide any third party with confidential information concerning the affairs of Town of Olds unless:

- a) We have been specifically authorized with prior consent;
- b) We have been ordered or expressly authorized by law or by the Rules of Professional Conduct; or
- c) The information requested is (or enters into) public domain.

In delivering our service to you, we may use and have access to software and/or services that facilitate and complement our accounting services we have available to you. Unless you advise us to the contrary, you authorize us to disclose to the providers of those software's and/or services your details solely to enable us to facilitate those services to you without obligation. Your Personal information will only be provided to such organizations if they agree to use the information solely for the purposes instructed to them and can provide a comparable level of security and privacy protection as our own.

Please note that confidential information may be shared within the Avail group of companies in order to serve you better. Please visit our website at availcpa.com to obtain a copy of our detailed Privacy Policy.

Mayor and Council
Town of Olds
Page 3
December 31, 2021

In performing our services, we will send messages and documents electronically. You acknowledge that electronic communication carries the possibility of inadvertent misdirection, interception or non-delivery of confidential material, or infection by a virus. If you do not consent to our use of electronic communications, please notify us in writing.

We do not accept responsibility and will not be liable for any damage or loss caused in connection with the interception or corruption of an electronic communication.

Indemnity

We will use all reasonable efforts to complete the engagement as described in this letter within the agreed upon time frames. However, we shall not be liable for failures or delays in performance that arise from causes beyond our control, including the untimely performance by the Town of Olds of its obligations.

Billing

It is understood and agreed that accounts for services rendered by Avail LLP Chartered Professional Accountants will have G.S.T. added where applicable, and are payable upon receipt of invoice. It is understood and agreed that the Town of Olds will pay to Avail LLP Chartered Professional Accountants the principal amount reflected on all invoiced accounts for services rendered together with interest on any unpaid balance thereof, commencing 30 days following the invoice date at the rate of 1.5% per month or 19.562% per annum. In the event accounts go unpaid, Avail LLP Chartered Professional Accountants reserves the right to discontinue work on behalf of the client at any time.

Fees paid in advance

In the event you pay all or a portion of your fees in advance, the firm agrees to the following:

- (a) To render invoices on a periodic basis and/or upon the completion of the engagement.
- (b) To render statements to you on a periodic basis detailing issuances of invoices and applications of advance fees paid.
- (c) To retain as a credit in your account to be applied against fees for future engagements any advance fees paid in excess of the rendered invoices for this engagement, unless you request a refund.
- (d) To refund the excess of advance fees on hand in the event the firm determines the agreed professional services cannot be completed.

Costs of responding to government or legal processes

In the event we are required to respond to a subpoena, court order, government agency or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this engagement, you agree to compensate us at our normal hourly rates for the time we expend in connection with such response, and to reimburse us for any direct out-of-pocket costs, including applicable G.S.T.

Other services

In addition to the audit services referred to above, we will, as allowed by the Rules of Professional Conduct, prepare your federal and provincial income tax returns and other special reports as required. Management will provide the information necessary to complete these returns/reports and will file them with the appropriate authorities on a timely basis.

Mayor and Council
Town of Olds
Page 4
December 31, 2021

Use of information

It is acknowledged that we will have access to all personal information in your custody that we require to complete our engagement. Our services are provided on the basis that:

- (a) You represent to us that management has obtained any required consents for the collection, use and disclosure to us of personal information required under applicable privacy legislation; and
- (b) We will hold all personal information in compliance with our Privacy Statement.

Reporting

Unless unanticipated difficulties are encountered, our report will be substantially in the following form:

<p>To: The Mayor and Council of Town of Olds</p> <p><i>Independent Auditor's Report</i></p> <p><i>Opinion</i></p> <p>We have audited the financial statements of the Town of Olds, which comprise the consolidated statement of financial position as at Friday, December 31, 2021, and the consolidated statement of operations, changes in net financial assets (debt), and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.</p> <p>In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Town as at Friday, December 31, 2021, and its results of operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.</p> <p><i>Basis for Opinion</i></p> <p>We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.</p> <p><i>Responsibilities of Management and Those Charged with Governance for the Financial Statements</i></p> <p>Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.</p>

In preparing the financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

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<ul style="list-style-type: none"> • Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern. • Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. <p>We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.</p> <p>[Firm location] AVAIL LLP [Date of the auditor's report] Chartered Professional Accountants</p>

Depending on the results of our audit findings, the form and content of our report may need to be amended.

The terms of our engagement as outlined above will continue in effect from year to year until amended or terminated in writing.

If the above terms are acceptable to you, please sign and return this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

AVAIL LLP

Avail LLP

Chartered Professional Accountants

Acknowledged and agreed on behalf of the Town of Olds by:

Name and Title: Sheena Linderman Director of Finance

Date: December 31, 2021