



**Regular and Closed Council Meeting Agenda  
for Monday, July 10, 2023, at 1:00 p.m.  
to be held in Council Chambers at the,  
Municipal Office at 4512 – 46 Street, Olds, AB**

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

**1. CALL TO ORDER**

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

**B.) ADOPTION OF THE AGENDA**

**2. ADOPTION OF PREVIOUS MINUTES**

Page 3      2A)      Adoption of previous Council meeting minutes

**3. DELEGATIONS AND PRESENTATIONS**

**4. BYLAWS**

Page 9      4A)      Bylaw 2023-19 Land Use Bylaw 01-23 Amendment  
(Consideration for first reading and to set public hearing.)

Page 13      4B)      Bylaw 2023-20 Land Use Bylaw 01-23 Amendment  
(Consideration for first reading and to set public hearing.)

**5. NEW BUSINESS**

Page 18      5A)      Sponsorship Request  
*Mountain View Seniors' Housing Golf Tournament*

Page 29      5B)      Alberta Community Partnership Grant Opportunity

Page 38      5C)      Chief Administrative Officer's report on the DOUGLAS Petition

Page 41      5D)      Policy 804C Mountain View Power

Page 46      5E)      Policy 902C Green Space Maintenance

Page 56      5F)      Secondary Suites Incentives

**Development Permits**

Page 67      5G)      Development Permit DP23-082

**6. CAO REPORT AND ACTION LIST**

Page 74      6A)      Chief Administrative Officer (CAO) Report

**7. CORRESPONDENCE AND INFORMATION**

Page 78      7A)      Correspondence and Information

**8. CLOSED SESSION (as necessary)**

Item #1

**FOIP Section 17 Disclosure harmful to business interests of a third party**  
(Planning)

**Item #2**

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

**FOIP Section 27 Privileged Information**

*(Board Representative Update)*

**9. RISE AND REPORT**

**10. ADJOURNMENT**

*The Town of Olds Council wishes everyone a safe summer holiday.*

**Town of Olds Council Meeting Schedule**

August 28 at 9:00 AM Special Closed Council Meeting

August 28 at 1:00 PM Regular Council Meeting

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

September 11 at 1:00 PM Regular Council Meeting

September 25 at 1:00 PM Regular Council Meeting

**PUBLIC INFORMATION:**

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

**CLOSED SESSION INFORMATION:**

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

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

Minutes of the Town of Olds Regular and Closed Council meeting held on Monday, June 26, 2023, at 1:00 p.m. in the Council Chambers, at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location and was live streamed out.

**PRESENT – ELECTED OFFICIALS:**

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

**ABSENT– ELECTED OFFICIALS:**

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

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

**1. CALL TO ORDER**

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

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

Nil

**B.) ADOPTION OF THE AGENDA**

Moved by Councillor Wilson, “to accept the Council agenda for the Tuesday, May 23, 2023, Regular and Closed Council meeting as presented.”  
Motion Carried 23-236

**2. ADOPTION OF PREVIOUS MINUTES**

**2A) Previous Council Meeting Minutes**

Moved by Councillor Blatz, “to accept the Regular Council Meeting Minutes from the June 12, 2023, regular Council meeting, as presented.”  
Motion Carried 23-237

Moved by Councillor Ryan, “to accept the Special Closed Council Meeting Minutes from the June 13, 2023, regular Council meeting, as presented.”  
Motion Carried 23-238

**3. DELEGATIONS AND PRESENTATIONS**

Nothing was scheduled.

**4. BYLAWS**

**4A) Bylaw 2023-15 Amendment to Miller Meadows Area Structure Plan  
Bylaw 2023-16 Land Use Bylaw 01-23 Amendment**

A joint public hearing for bylaw 2023-15 & 2023-16. CAO Williams provided opening comments on the request to amend the area structure plan for Miller Meadows.

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

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

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

Mayor Dahl declared this joint public hearing for **Bylaw No. 2023-15 & 2023-16, open at 1:10 p.m.**

Mayor Dahl then asked Mr. Sarmad Abbasi, with Parkland Community Planning Services, to explain the purpose and effect of the proposed bylaws.

Mr. Abbasi gave a presentation on information as contained in the agenda package.

Mayor Dahl explained the procedure/rules to be followed as follows:

- Presentations before the council shall be brief and to the point – limited to five (5) minutes.
- The council shall not allow cross examination of the persons giving information and it will not be necessary for the persons giving information to verify his or her qualifications.
- The council may ask questions of the speakers after each presentation for clarification purposes.
- No debating or questions from the floor will be allowed.
- No written or verbal submissions will be received by Council after the Public Hearing is closed.

Mayor Dahl called for the first time for those “**in support** of the proposed bylaws” to make a presentation.

Dr. Peter Mul, representing Olds College, spoke in support of the bylaws. *Dr. Mul presented a letter to council from Dr Ben Cecil, President of Olds College. (letter will be held with minutes.)*  
Liam Hunter, the student representative for Olds College students spoke in support of the bylaws.

James “Jim” Murphy of Olds spoke in support of the bylaws.  
Helmut Wollenberg of Olds spoke in support of the bylaws.

Mayor Dahl called for a second time for those “**in support** of the proposed bylaw” to make a presentation.  
No one came forward.

Mayor Dahl called for the first time for those “**opposed to** the proposed bylaw” to make a presentation.  
No one came forward.

K.B. Hunt of Olds spoke in opposition to the bylaws.  
Darryl Witcher of Olds spoke in opposition to the bylaws.  
Erica Gunn of Olds spoke in opposition to the bylaws.  
Chelsey LaMarsh and Dwyane MacAulay of Olds spoke in opposition to the bylaws.  
Dave and Sandy Heilman of Olds spoke in opposition to the bylaws.  
Judy Davis spoke on behalf of Bruce Nelson of Olds in opposition to the bylaws.  
Paul Caves of Olds spoke in opposition to the bylaws.  
Jim Dunlop of Olds spoke in opposition to the bylaws.  
Larry Richardson of Olds spoke in opposition to the bylaws.  
Brad Lonsberry and Angela Lynds of Olds spoke in opposition to the bylaws.



Judy Douglas of Olds spoke in opposition to the bylaws; Ms. Gunn presented the Council with a petition signed by fifty-six (56) residents.

*(NOTE: the petition will be processed as per the Municipal Government Act.)*

Dennis Wilkins of Olds spoke in opposition to the bylaws.

Russ Jemieff of Olds spoke in opposition to the bylaws.

Mitch Hunter of Olds spoke in opposition to the bylaws.

Lynn Bell, property owner in Olds spoke in opposition to the bylaws.

Mayor Dahl called for a second time for those “**opposed to** the proposed bylaw” to make a presentation.

No one came forward.

Mayor Dahl called for a first time for those “Persons **deemed to be affected by** the proposed bylaw” to make presentation.

No one came forward.

Mayor Dahl called for a second time for those “Persons **deemed to be affected by** the proposed bylaw” to make presentation.

No one came forward.

Mayor Dahl opened the floor to Council for comments or questions.

Council discussion ensued on proposed amendments.

Mayor Dahl asked Mr. Abbasi if he had any further comments. Mr. Abbasi noted that the developer had doubled the municipal reserve required.

Mayor Dahl declared the public hearing for **Bylaws No. 2023-15 & 2023-16, closed at 3:11 p.m.**

Moved by Councillor Daley, “that Council gives second reading to Bylaw No. 2023-15.  
Motion Carried 23-239

Moved by Councillor Blatz, “that Council gives third reading to Bylaw No. 2023-15.  
Motion Carried 23-240

Moved by Councillor Wilson, “that Council gives second reading to Bylaw No. 2023-16.”  
Motion Carried 23-241

Moved by Councillor Ryan, “that Council gives third reading to Bylaw No. 2023-16.”  
Motion Carried 23-242

*Mayor Dahl recessed the meeting at 3:13 p.m.*

*Mayor Dahl reconvened the meeting at 3:25 p.m.*

#### **4B) Bylaw 2023-17 Line of Credit Borrowing bylaw**

Moved by Councillor Daley, “that Bylaw 2023-17, being a borrowing bylaw to establish a line of credit with Alberta Treasury Branch (ATB) for the purpose of paying operating expenses be introduced and given first reading.”

Motion Carried 23-243

Moved by Councillor Blatz, “that Bylaw 2023-17, being a borrowing bylaw to establish a line of credit with Alberta Treasury Branch (ATB) for the purpose of paying operating expenses be given second reading.”

Motion Carried 23-244

Moved by Councillor Cummings, "that unanimous consent be given to present Borrowing Bylaw 2023-17 for third reading."

Motion Carried 23-245

Moved by Councillor Wilson, "that Bylaw 2023-17, being a borrowing bylaw to establish a line of credit with Alberta Treasury Branch (ATB) for the purpose of paying operating expenses be given third reading."

Motion Carried 23-246

## **5. NEW BUSINESS**

### **5A) Policy Rescind Request**

Moved by Councillor Walsh, "that the following Council Policies be rescinded:

120C Public Art

401C Municipal Enforcement

402C Operation of the Fire Department

801C Nu2U Grant ."

Motion Carried 23-247

### **5B) Fair Trade Donation Request**

Moved by Councillor Blatz, "that Council approve a sponsorship in the amount of \$1,500, to Fair Trade Olds in support of bringing a cacao producer to Olds in Fall 2023."

Motion Carried 23-248

*Council Ryan recused herself, as a member of the Regional SDAB and left the meeting at 3:33 p.m.*

### **Development Permits**

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

### **5C) Development Permit DP23-083 Variance – Accessory Residential Building**

Mrs. Edgington noted a typographical error on the Development Permit DP23-083; under point no. 2, whereas it should read; *This proposed Development does not meet the Municipal Development Plan for future land use concept at this location.*

Moved by Councillor Wilson, "that Council refuse Development Permit application 23-083 as presented, for the reasons listed in the attached draft Development Permit."

Motion Carried 23-249

### **5D) Development Permit DP23-091 Change of Use – Instructional, Market & Repair Services**

Moved by Councillor Daley, "that Council approve Development Permit application 23-091 as presented, subject to the conditions listed in the attached draft Development Permit."

Motion Carried 23-250

*Council Ryan rejoined the meeting at 3:42 p.m.*

## **6. CORRESPONDENCE AND INFORMATION**

### **6A) Correspondence and Information**

Moved by Councillor Blatz, "that the Correspondence and Information Report ending June 26, 2023, be received for information."

Motion Carried 23-251

Moved by Councillor Daley, "that Council direct administration to prepare a response to Minister McIver to congratulate him on his role and extend an invitation to attend an Olds Council meeting.

Motion Carried 23-252

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

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

Reports from Mayor Dahl, Councillors Ryan and Wilson are contained in the agenda package. Councillors Blatz and Daley provided highlights on their reports that they had emailed to council before the meeting. These reports will be held with the meeting minutes.

Councillor Cummings and Councillor Walsh spoke on attending council meetings and board meetings.

Moved by Councillor Blatz, "that the reports from Council, Authorities, Boards, Committees and Commissions ending June 26, 2023, be received for information."

Motion Carried 23-253

Moved by Councillor Blatz, "that Council direct administration to prepare correspondence to the Mountain View Regional Water Management Commission (Chair and CAO) extending an invitation to attend an Olds Council meeting.

Motion Carried 23-254

**8. CLOSED SESSION**

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

Moved by Councillor Daley, "that Council moves into closed session in accordance with Section 197(2) of the Municipal Government Act at 3:57 p.m. to discuss matters exempt from disclosure under the FOIP Section 16 Disclosure harmful to interests of a third party with only CAO Williams and Legislative Clerk to remain in attendance.

Motion Carried 23-255

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

Moved by Councillor Blatz, "that the meeting reconvenes to the regular Council meeting at 4:11 p.m."

Motion Carried 23-256

*The gallery was opened, staff returned, and the live stream was resumed.*

**9. RISE AND REPORT**

Moved by Councillor Ryan, "that Council accept the CAO's report for information."

Motion Carried 23-257

**10. ADJOURNMENT**

Mayor Dahl adjourned the meeting at 4:12 p.m.

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Judy Dahl,  
Mayor

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Brent Williams,  
Chief Administrative Officer

These minutes were approved on the     day of July 2023

PRIOR TO ADOPTION



Request for Decision

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

July 10, 2023

**RECOMMENDATION**

**That Bylaw No. 2023-19 to amend the Land Use Bylaw be given first reading.**

**That Council sets Monday, August 28, 2023 at 1:00 pm in Council Chambers as the date, time and place for a Public Hearing on Bylaw No. 2023-19.**

**STRATEGIC ALIGNMENT**

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

**LEGISLATIVE AUTHORITY**

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

**BACKGROUND**

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

A summary of changes is as follows:

Development Authority Changes

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

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

Notice Prior to Decision on Sign Permits

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

**RISK/CONSEQUENCES**


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

**FINANCIAL CONSIDERATIONS**

N/A

**ATTACHMENTS**

1. Bylaw No. 2023-19

Author: Kyle Sloan, Municipal Planner	Date: June 8, 2023
Supervisor/Director Signature: Scott Grieco, Director of Operations	Date: July 4, 2023
CAO Signature: 	Date: 6 July 2023

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

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

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

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

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

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

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

**(3) Development Permit Applications:**

The Development Officer shall:

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

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

**(5) Development Officer Variance Powers**

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

permitted use will be deemed to comply with this bylaw.

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

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

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

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

Read for a first time on the \_\_\_\_ day of \_\_\_\_\_, 2023

Public Hearing held on the \_\_\_\_ day of \_\_\_\_\_, 2023

Read a second time on the \_\_\_\_ day of \_\_\_\_\_, 2023

Read a third and final time on the \_\_\_\_ day of \_\_\_\_\_, 2023

\_\_\_\_\_  
Judy Dahl, Mayor

\_\_\_\_\_  
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_ 2023.





Request for Decision

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

July 10, 2023

**RECOMMENDATION**

**That Council gives first reading to Bylaw No. 2023-20; and**

**That Council sets Monday, August 28, 2023, at 1:00pm in Council Chambers as the date, time and place for a Public Hearing on Bylaw No. 2023-20.**

**STRATEGIC ALIGNMENT**

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

**LEGISLATIVE AUTHORITY**

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

**PROPOSAL**

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

**BACKGROUND**

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

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

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

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

## COMMUNICATION/PUBLIC ENGAGEMENT

A public hearing is required prior to considering second and third reading of the Bylaws. The proposed Bylaws will be advertised in accordance with the Municipal Government Act to allow the public an opportunity to comment. Letters will be sent to adjacent landowners and the proposed bylaws will be circulated to referral agencies for comment. A more detailed report will be provided by Administration at the public hearing.

## RISK/CONSEQUENCES


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

## FINANCIAL CONSIDERATIONS

N/A

## ATTACHMENTS

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

Author:	Kyle Sloan, Municipal Planner	Date: June 29, 2023
Supervisor/Director Signature:	Scott Grieco, Director of Operations	Date: July 4, 2023
CAO Signature:		Date: 6 July 2023

Lot 6, Block 36A, Plan 5706GD



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

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

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

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

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

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

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

Read for a first time on the \_\_\_\_ day of \_\_\_\_\_, 2023

Public Hearing held on the \_\_\_\_ day of \_\_\_\_\_, 2023

Read a second time on the \_\_\_\_ day of \_\_\_\_\_, 2023

Read a third and final time on the \_\_\_\_ day of \_\_\_\_\_, 2023

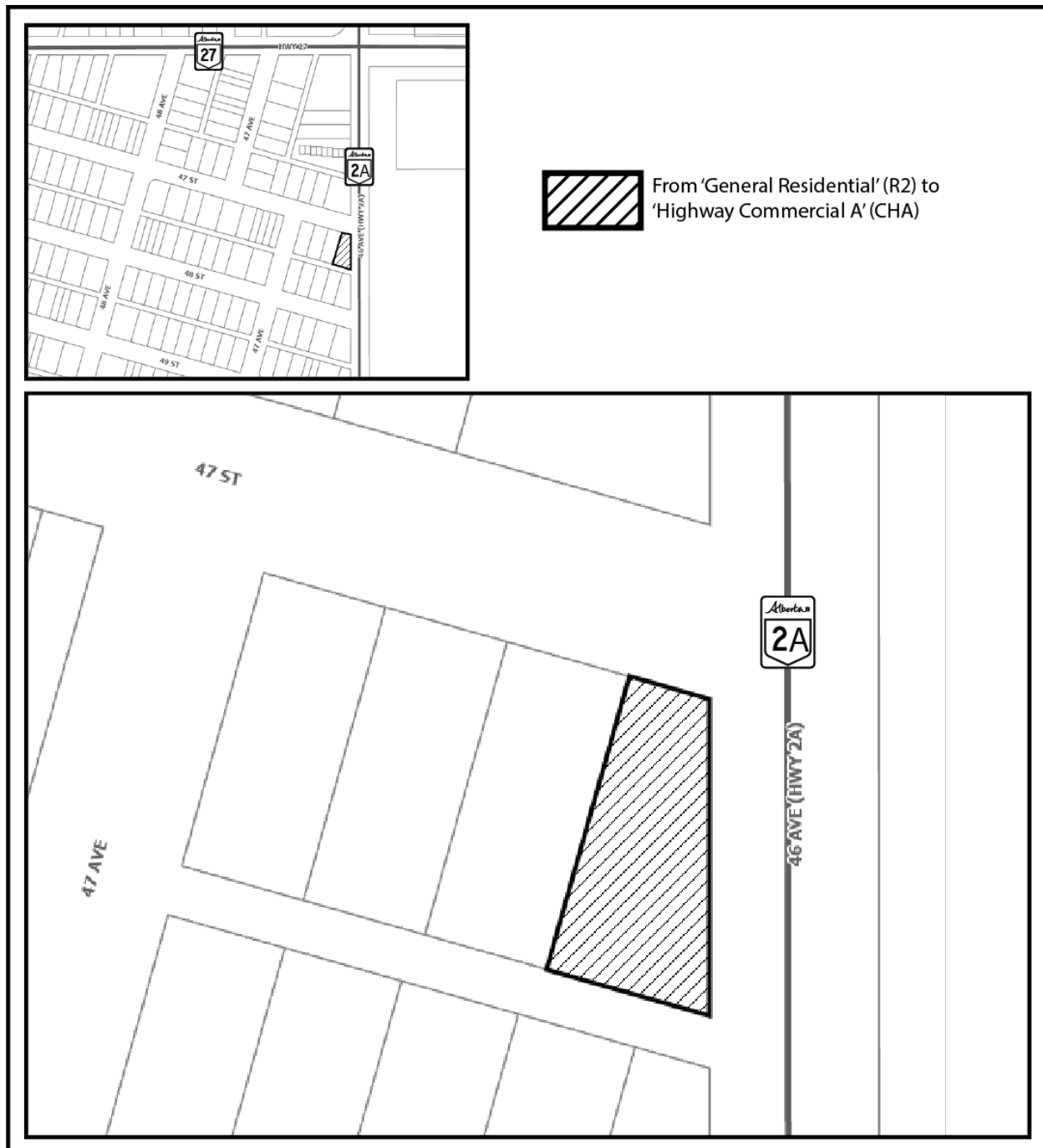
\_\_\_\_\_  
Judy Dahl, Mayor

\_\_\_\_\_  
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_ 2023.

**Schedule A of Bylaw No. 2023-14**

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





Request for Decision

**Mountain View Seniors Housing Foundation Golf Classic Sponsorship**

July 10, 2023

## RECOMMENDATION

**That a Silver Sponsorship level in the amount of \$1,500 be approved for the Mountain View Seniors' Housing Foundation 2023 Golf Classic.**

## STRATEGIC ALIGNMENT

Council's second themed area of fiscal health and the goal of ensuring responsible fiscal balance between community expectations and available revenues.

Through Council's appointments to various commissions and committees, relationship building, collaboration and partnerships remain at the forefront. Looking to Council's goal of Growth and Expansion, sponsorship to the Golf Classic could assist the Foundation in their efforts with the provision of services for seniors.

## LEGISLATIVE AUTHORITY

Council Policy 803C Requests for Donations, Sponsorships and Promotional Items.

Administration reviewed the request to ensure it meets basic criteria and required information as per policy 803C.

## BACKGROUND

Mountain View Seniors' Housing Foundation (MVSH) is a non-profit organization operating under Ministerial Order from the province of Alberta and regulated by the Alberta Housing Act. MVSH is also a registered charity.

Mountain View Seniors Housing Foundation (MVSHF) is entering their 13<sup>th</sup> year for their Annual MVSH Foundation Golf Classic. Over the past 12 years, Mountain View Seniors Housing Foundation has raised over \$200,000 through their annual Golf Classic. The golf fundraising event will be held at the Olds Golf Course on Thursday, September 14, 2023.

MVSHF is requesting the Town of Olds become a Sponsor again this year.

### 2023 Sponsorship Levels

Platinum	\$5,000
Cart	\$3,000
Gold	\$2,500
Silver	\$1,500
Hole in One	\$2,000
Hole Sponsor	\$500

## RISK/CONSEQUENCES

1. Council can approve a \$1,500 Silver Sponsorship to the MVSH 2023 Golf Classic, receiving entry of two participants, this will complete the 2023 budget for such activity.
2. Council can approve a \$500 Hole Sponsorship, leaving \$1,000 remaining in the budget for other activity, and choose to attend the golf tournament as a Councillor for \$150 per entry using Council individual budget.

3. Council can choose another level of Sponsorship to commit to.
4. Council can receive this request as information only, thus not approving the request for a sponsorship.

### FINANCIAL CONSIDERATIONS

Funds for sponsorships, fundraisers or attendance to large functions related to strategic partnerships are funded from Council Public Relations budget, sponsorships or donations for other community group requests from Council Sponsorship budget.


Last year Council sponsored a \$1,000 Silver level sponsorship.

To date, Council has utilized \$1,500 out of the approved budget of \$3000.00.

Cost	Source of Funding
\$1,500	2-1103-221-03 Public Relations
<b>Total Cost</b>	\$1,500.00

### ATTACHMENTS

1. Mountain View Seniors' Housing Foundation Golf Classic Brochure

Author: Janice Locke	Date: July 5,2023
Director Signature: Doug Wagstaff - <i>Electronically Approved</i>	Date: July 5,2023
CAO Signature: 	Date: 5 July 2023



# 13<sup>th</sup> Annual **GOLF** Classic Thursday

Olds Golf Course  
September 14<sup>th</sup> 2023



**Sponsorship Package**

Town of Olds Regular Council Meeting Monday, July 10, 2023





## A Message From Our Chief Administrative Officer

Hello Friends,

There is no doubt, we face times of uncertainty in many aspects of our lives and businesses but how we respond undeniably drives our success for tomorrow. Today, we invite you to join us and be a supporter of our 13th Annual Golf Classic Tournament, September 14, 2023, to be held at Olds Golf Course! Let's move forward together and create the future we want to see!

To our many returning donors, sponsors, and our Foundation we extend a heartfelt THANK YOU! Your past support has allowed us to provide our seniors a more active, engaging, and well-appointed community in their retirement years.

To those who are new to Mountain View Seniors' Housing, WELCOME! We hope you will accept this opportunity to make new connections and enjoy some social and networking time.

The generosity shown by all of you is a true measure of your selfless nature both personally and professionally and we are humbled to know you and call you friends. With deepest gratitude we thank you for helping us raise much needed funds to continue to enhance the lives of our many wonderful residents.

With gratitude,

Stacey Stilling, B.Ed, MBA  
Chief Administrative Officer  
**Mountain View Seniors' Housing**  
T: 403.556.2957 (ext. 704)  
E: stacey.stilling@mvsh.ca  
C: 403.556.9273

*"Our parents are now in heaven, but we as a family want to say it's been great! You made Dad & Mom's stay such a positive experience"*  
– Lodge Family Member



  
**Mountain View  
Seniors' Housing  
Foundation**

## Mountain View Seniors' Housing

Mountain View Seniors' Housing is a non-profit organization and registered charity. MVSH operates seniors' lodges, seniors' self-contained apartments and subsidized family housing.

Our organization is governed by a volunteer board of directors with representatives from the Towns of Carstairs, Didsbury, Olds, Sundre, Village of Cremona and Mountain View County.

## Mountain View Seniors' Housing Foundation

Mountain View Seniors' Housing Foundation is a registered charity through which funds are raised to assist the work of Mountain View Seniors' Housing, and to help support our lodges within Mountain View County.

Since its establishment in 2002, Mountain View Seniors' Housing Foundation has played an important role in supporting quality, community-based, home-like services to seniors in the communities of Olds, Sundre, Carstairs, Didsbury, Cremona and surrounding areas.

Over the last 12 years, with your support, we have raised over \$200,000!



## Where Does Your Support Go?

Funds raised at this year's Golf Classic will go towards enhancing the lives of our residents by funding activities, purchasing specialized furniture and equipment that is needed to create safe & homelike environments.





## Thank You To Our 2022 Sponsors

Without the support of our great community, this event would not have been possible; we thank all our past sponsors, volunteers and participants.

### Platinum Sponsors:

Shunda Construction

IBI Architects, Engineers

### Gold Sponsors:

connectFirst credit union

MVSH Maintenance Contractors

Town of Didsbury

Reynolds Mirth Richards & Farmer LLP

Mathews, Dinsdale & Clark LLP

Bethany Care Society

Town of Carstairs

### Silver Sponsors:

Remedy Engineering

A Gallery of Floors

Lloyd Sadd Insurance

Mountain View County

Onward Integrated Solutions

West Fraser

Looker Office & Global Office Furniture

Complete Purchasing Services

Town of Olds

MLT Aikins LLP

Phone Experts

### Hole & Hole in One Sponsors:

SMP Engineering

Shoppers Drug Mart Uptowne Olds

NewDoor Marketing & Beyond

Royal LePage Wildrose, Mary Jane Harper & Merrell Dickie

*"Working for an organization that provides a home for seniors in our community is wonderful and working for people who share the same passion is inspiring."*  
– Teina (Site Manager)



REGISTRATION

Return completed registrations to: E-mail: [foundation@mvsh.ca](mailto:foundation@mvsh.ca)

Online Registration available at [www.mvsh.ca](http://www.mvsh.ca) or please fill out the form below.

Individual golfer(s) - \$150 each

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Prov \_\_\_\_\_ PC \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

For Sponsorship Only

☐ Tournament    ☐ Platinum    ☐ Gold    ☐ Silver

☐ Cart    ☐ Hole-in-one    ☐ Hole

Company Name \_\_\_\_\_

*(as you would like it to appear on the advertising, ie. signs)*

Golfer 1 \_\_\_\_\_

Golfer 2 \_\_\_\_\_

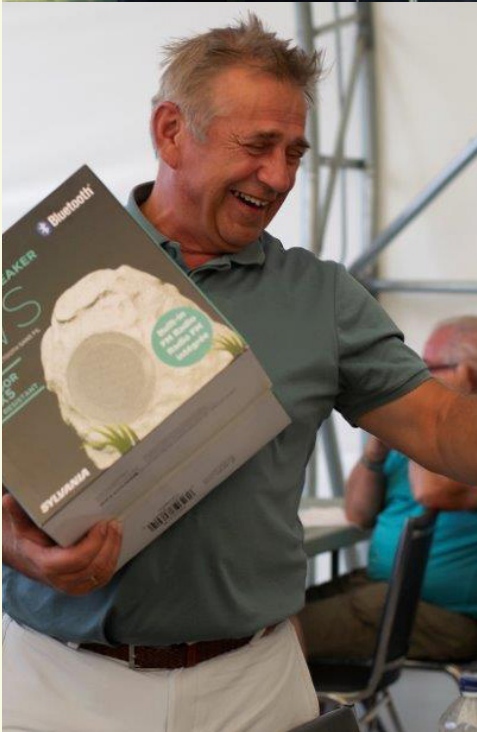
Golfer 3 \_\_\_\_\_

Golfer 4 \_\_\_\_\_

Total Payment Enclosed: \$ \_\_\_\_\_

Payment type:    ☐ Cheque    ☐ Invoice me

*Cheques payable to Mountain View Seniors' Housing Foundation. Please let us know of any dietary restrictions.*







## Tournament Schedule

- 9 a.m. Breakfast
- 10 a.m. Shotgun Start
- 3 p.m. Cocktails, Dinner & Prizes to Follow

*"We are so grateful to know that someone is checking in on Mom and she is enjoying activities and socializing with others!"  
– Daughter of a resident*

## Participants will Receive

- Green fees and a covered power cart
- Coffee and muffins at registration, lunch, dinner and beverage tickets
- Access to practice facilities
- Opportunity to win team and individual contest prizes
- Opportunity for great networking with golfers, sponsors and colleagues
- A great day of golf!





# Sponsorship Opportunities



## **Tournament Sponsor \$7,500 Exclusive**

*Making a difference, because of you!*

### **Includes:**

- Eight (8) green fees including carts
- Logo on homepage of event website
- Hole signage recognition
- Recognition on social media channels
- Mention in all Public Service Announcements
- Reserved seating at dinner
- First Right of Refusal for next year's Tournament
- Display Tent (Supplied by Sponsor)

*"I'm so very  
happy that I  
chose MVSH"  
– Resident*



## Platinum Sponsor

### \$5,000

**Includes:**

- Eight (8) green fees including carts
- Logo on homepage of event website
- Hole signage recognition
- Recognition on organization's social media channels

## Gold Sponsor

### \$2,500

**Includes:**

- Four (4) green fees including carts
- Logo on event website
- Hole signage recognition
- Recognition on organization's social media channels

## Hole-In-One Sponsor

### \$2,000

**Includes:**

- Four (4) green fees including carts
- Logo on hole-in-one hole and contest signage
- Logo on event website
- Recognition on organization's social media channels

## Cart Sponsor

### \$3,000 - Exclusive

**Includes:**

- Four (4) green fees including carts
- Logo on all cart signs
- Logo on event website
- Hole signage recognition
- Recognition on organization's social media channels

## Silver Sponsor

### \$1,500

**Includes:**

- Two (2) green fees including cart
- Logo on event website
- Hole signage recognition
- Recognition on organization's social media channels

## Hole Sponsor

### \$500

**Includes:**

- One (1) green fees including shared cart
- Hole signage recognition
- Opportunity to host activity/give away promotional goods at your hole
- Recognition on organization's social media channels





# Why Do We Need Your Help?

In 2046, Alberta’s population is projected to be 6.4 million, those 65+ will make up over 1.6 million in our province alone. Meeting current and future needs for this wonderful group of people is critical to MVSH to ensure seniors can remain in our communities.

Seniors required to move outside their communities because support is not available is a significant concern. We know research links social isolation as a risk factor impacting both physical and mental ailments including high blood pressure, weak immune system, anxiety, depression and cognitive decline. Our seniors deserve better and your assistance is needed now more than ever.

Thank you for believing in the valuable work we do.



*“I enjoy the independence and availability of activities and meals when needed. I feel safe and secure knowing there is help at the push of a button.”*  
– Resident

*“I love working for MVSH because the work we do DOES MATTER and is so REWARDING!”*  
– Niki (Housing Manager)





Request for Decision

**Alberta Community Partnership Grant**

July 10, 2023,

## RECOMMENDATION

**That Council approves and directs the Chief Administrative Officer to apply for the Alberta Community Partnership Grant to create a Regional Emergency Social Services Plan.**

**That Council name Mountain View County as the managing partner for this grant application.**

## STRATEGIC ALIGNMENT

*Our community is supported and enabled through skillful governance.*

*Our thriving community is built on strong and collaborative relationships.*

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

## LEGISLATIVE AUTHORITY

1. *Municipal Government Act*
2. *Emergency Management Act*

## BACKGROUND

The Mountain View Regional Emergency Management Agency (MVREMA) is seeking to apply to the Alberta Community Partnership Grant to create an Emergency Social Service (ESS) Plan and host a functional exercise.

One of the requirements is a letter of support from each Municipality involved and for each to name the managing partner, via Council resolution.

ESS is an important piece to our local and regional emergency management efforts.

## FINANCIAL CONSIDERATIONS - N/A

## ATTACHMENTS

1. ESS Letter
2. ACP Grant ESS Report

Author:	Executive Support CAO & Council Chylla Nault	Date: June 26, 2023
CAO Signature:	Brent Williams	Date: July 4, 2023



June 22, 2023

Via email – [bwilliams@olds.ca](mailto:bwilliams@olds.ca)

CAO Brent Williams  
Town of Olds

Currently Mountain View County is the chair of the Mountain View Regional Emergency Management Agency (MVREMA) which we are all a member of. The MVREMA is purposing that the Mountain View Region applies for the Alberta Community Partnership Grant to create an Emergency Social Service (ESS) Plan and host a functional exercise. Emergency Social Services is defined within Alberta as - *the support that meets the basic essential needs of individuals, households, and communities affected by emergencies. They are provided as part of response to and recovery from emergencies.* All members of the MVREMA understand that any large Emergency Social Services activation will require all the communities in the region to come together to help provide for displaced citizens. Attached to this letter is a report from the MVREMA detailing the project that can be presented to your council. We had originally contemplated taking this item to the next MAP meeting, but that meeting was cancelled so the County, on behalf of the MVREMA, is requesting each municipality consider participating in the ACP grant.

**Required**

Support from each Municipality to apply for the Alberta Community Partnership Grant to create a Regional Emergency Social Services Plan.

1. A Council resolution from each Municipality to apply for the grant is requested before September 30, 2023
2. A Council resolution from each Municipality to name Mountain View County the managing partner for this grant application by September 30, 2023
3. Administrative municipal support for emergency management and community services staff from all the member municipalities to complete the ESS grant project.

The Director of Emergency Management (DEM) for Mountain View County Ryan Morrison is available to assist your staff with any questions or presentations regarding the grant application.

Thank for your consideration of this matter.

Sincerely,

Jeff Holmes  
Chief Administrative Officer  
JH/lmc

CC: Ryan Morrison  
Brian Powell

The Mountain View Regional Emergency Management Agency (MVREMA) was created in 2008. Its members include the Town's of Olds, Sundre, Didsbury, Carstairs, the Village of Cremona and Mountain View County. It was created to provide a framework for a regional response for multi-jurisdictional emergency response.

The MVREMA is purposing that the Mountain View Region applies for the Alberta Community Partnership Grant to create an Emergency Social Service (ESS) Plan and host a functional exercise.

Emergency Social Services, which is a part of emergency management; and therefore, included in emergency planning is defined within Alberta as - *the support that meets the basic essential needs of individuals, households, and communities affected by emergencies. They are provided as part of response to and recovery from emergencies.*

All members of the MVREMA understand that any large Emergency Social Services activation will require all the communities in the region to come together to help provide for displaced citizens.

### **Required**

Support from each Municipality to apply for the Alberta Community Partnership Grant to create a Regional Emergency Social Services Plan.

1. A Council resolution from each Municipality to apply for the grant.
2. A Council resolution from each Municipality to name Mountain View County the managing partner for this grant application.
3. Administrative municipal support for emergency management and community services staff from all the member municipalities to complete the ESS grant.

### **What is an Emergency Social Services Plan?**

1. A document which provides the necessary direction, coordination and control in the provision of essential individual, family and community social services during times of crisis or emergency.
2. It should delineate the required staff; their roles and responsibilities in all facets of ESS operations. It should detail how volunteers and support organizations will be incorporated and employed within the jurisdiction's ESS structure and operations.
3. The ESS plan should identify the primary services that will be provided (e.g. food, shelter, clothing, first aid) and those secondary services that will be available (e.g. multi-cultural support, child-minding, companion animal care).
4. The document should also contain all aspects of education, training and exercise requirements for the staff, volunteers and supporting agencies to be successful in their ESS roles.
5. A regional ESS plan should be complementary to that jurisdiction's emergency management plan and any pre-existing local ESS plans.

6. The ESS Plan should provide the guidance, direction and coordination necessary to ensure that during emergency situations, the essential personal support needed by the people, families or the entire community during emergency situations will be provided in a timely, effective and efficient manner.

7. ESS levels of activation will mirror the activation levels of regional ERP:

Level 4:

A small, localized event of approximately 15 people or less. Support can be provided with existing services or a minimum of additional community services. In smaller emergencies, ESS personnel can deal with the people affected at the scene of the incident. A reception centre is not established at this level, but a muster point may be designated to provide continuity of service. Time duration of the emergency is less than 24 hours.

Level 3:

ICP is activated and ESS support is required for affected population. May include planning and preparation for an imminent and significant event affecting more than 15 people. A reception centre may be established – usually for 24-48 hours.

Level 2:

ICP and reception centre are activated. Majority of jurisdiction is impacted by the emergency. All facets of ESS support are required. External resources may be required to deal with the scale and scope of the event. Time duration is expected to be greater than 96 hours.

Level 1:

A major disaster has occurred; the entire community is impacted, involving a large-scale evacuation. Requires that an ICP and reception centre be established; more than one reception centre may be necessary. Duration of operations may be days or weeks and a State of Local Emergency may be declared.

8. The plan will include descriptions and checklists to assist the members with:
  - a. ESS Task Organization – contains a diagram of the ESS organization, including role and position specific tasks, responsibilities, requirements and deliverables. This will include a contact list, critical staff list, ESS staff phone call-out list (phone tree) or other such information that may be considered as necessary for the organization.
  - b. Activation/De-Activation Checklists – checklists for each ESS position's activation and de-activation. This includes any information technology specifics, social media links, phone numbers or similar information required for the position to be effective.
  - c. Information Management – when ESS specific reports are required and to whom they should be provided. Additionally, if there are specific information requirements for jurisdiction's ESS or Emergency Management leadership they should be detailed here (including where such information can be obtained and whose responsibility it is to obtain, confirm and disseminate such information);
  - d. Reception Centre Operations – the exact layout, how the centre should operate, what services are being provided and staff required for the operation of the jurisdiction's reception centre.
  - e. Identify Support agency's (SPCA, Red Cross, other NGO's) and enter into mutual aid agreements with them. This normally includes all neighbouring or nearby municipalities, as well as relevant government, private sector, and non-governmental organizations.
  - f. Group Lodging Operations – the design and operation of the group lodging area including how vulnerable populations will be sheltered (e.g. seniors, nursing mothers...etc.), where emergency medical treatment can be obtained, where food staff or meals are provided.
  - g. Companion Animal Reception Centres – the location and operation of a facility to register, shelter, feed and provide care for companion animals of those individuals who are sheltered

- within the Group Lodging centre or with friends or family in which they are unable to house their companion animal.
- h. Evacuation – how the local authority will plan and conduct evacuations (in whole or in part) and how ESS planners will provide the necessary information for the comprehensive planning effort required of such an activity. This may include recommendations for reception centres, group lodging and companion animal reception centers outside of the local jurisdiction.
  - i. Communications – the communications strategy replete with pre-authorized key messages, draft media releases and other supporting documentation to provide timely information to residents, affected individuals or families.
  - j. Logistics – the ESS logistic concept, when and how resupply will occur, how donated items will be managed, how ESS-specific purchasing will occur.
  - k. Education, Training and Exercise – what formal education and/or courses are required prior to being employed within the ESS organization. What training is required for each specific area including when and where this training will occur.
  - l. Recovery – this annex is not expected to answer the questions of how recovery will occur; however, it may provide information on how recovery planning will commence, the possible stakeholders and partners needed to conduct recovery or re-entry planning and a host of other factors involved within this area; and

### **Other Deliverables**

Municipal Affairs in 2020 established new rules for Municipalities to follow when it comes to how Emergency Management will be conducted within the Local Authority Emergency Management Regulation (LAEMR). The LAEMR states that all municipalities MUST complete and provide The Alberta Emergency Management Agency (AEMA) the following for review:

- A Municipal Emergency Management Plan containing (but not limited to):
  - i. The plan for communications, public alerts, and notifications during exercises, emergencies, and disasters.
  - ii. The plan for providing emergency social services during an emergency or disaster.
- A functional exercise at least once every four years after the regulation is in force.
- Participation in a regional exercise that utilizes the local authority's emergency plan meets this requirement.

If successful, this grant will give the region a functional ESS plan and fulfill all the participating municipalities legislative regulatory requirement for a functional regional exercise.

1. Registration-Inquiry, Reception Center, and Evacuation Center for each municipality. Inspection of each facility, creation of contact lists, health inspection, and proposed layout schematics.
2. Activation protocols to enact the plan.

### **Project Costs and Timeline**

MVREMA proposes to hire a consultant to create the plan. The consultant will:

1. Meet with each municipality to consult on the plan and to better understand the community and its resources.
2. Review the information already contained in the Regional Emergency Response Plan
3. Review the urban municipalities pre-existing ESS Plans
4. Prepare the plan from existing AEMA templates.

5. Conduct a functional exercise with all the members present.

Estimated Cost \$35,000

<b>June 6, 2023</b>	MVREMA final review
<b>September 30, 2023</b>	Resolution from each municipality supporting the project
	Resolution from each municipality naming Mountain View County as the managing partner
<b>December 16, 2023</b>	Municipal Affairs Application Deadline

### **ACP Grant Information**

Intermunicipal Collaboration (IC) project eligibility is focused on projects that result in regional municipal service delivery foundations or frameworks that align with broader regional or municipal priorities and initiatives. This includes new or enhanced regional emergency management frameworks, and regional plans for emergency preparedness or disaster mitigation.

The objective of the Intermunicipal Collaboration (IC) component is to promote municipal viability by providing support to partnerships of two or more municipalities to develop or enhance regional municipal service delivery plans and frameworks, including establishing regional service delivery efficiencies.

The managing partner is the partnership member that submits the grant application on behalf of the partnership, enters into the grant agreement, receives and manages the grant funds on behalf of the partnership, and reports to the ministry on project expenditures and outcomes. All other formal partners are referred to as project participants. The managing partner and project participants must confirm their project involvement through council resolutions or motions. The resolutions or motions should confirm support for their involvement in the project and designate a managing partner.

The managing partner **must** certify that the resolutions or motions are in place on the grant application form and retain copies of the resolutions. Resolutions or motions do not need to be submitted with the application unless requested by Municipal Affairs.

### **Eligible Projects**

Projects that directly support new or enhanced regional approaches to municipal service delivery are eligible under the IC component. Municipal partnerships are in the best position to consider projects that will provide regional benefit to their residents, businesses, and communities. Partnerships should consider how proposed projects align with broader regional or municipal initiatives, provincial priorities, or legislative regulatory requirements.

Provincial priorities include economic and pandemic recovery. As such, regional partners may choose to explore economic development and growth, emergency preparedness and planning, emergency response, disaster mitigation, or other related projects.

These IC projects must produce plans, agreements, studies, or frameworks that the partnership can use to determine, establish, or govern integrated or cooperative approaches to municipal service delivery. A municipal service is defined as any activity or work undertaken by, provided for, or on behalf of, a municipality for the purpose of providing good government, facilities or other items that are necessary or desirable to develop and maintain safe and viable communities.

### **Grant Amounts**

The maximum grant available per project is \$200,000.



Successful IC funded projects will continue to receive an initial payment of 75 per cent of the grant, with the remainder released upon project completion and the submission of satisfactory reporting. Eligible costs include: development of specific plans, facilitation of stakeholder consultations, conducting a service inventory, consultant travel expenses, project management), and vendor costs (e.g. advertising, public consultation venue rental, and offsite printing). Capital expenditures, such as project expenditures associated with the construction, purchase, or betterment of capital assets or equipment are deemed ineligible.

All calls for proposals or tenders for projects funded under the ACP shall be carried out in accordance with the rules, regulations and laws governing such activities and in accordance with the best current procurement practices. They must also be advertised in accordance with the guidelines of [New West Partnership Trade Agreement](#), and the [Canadian Free Trade Agreement](#)

### Selection Process

All ACP grant applications will be assessed using the following process:

PROJECT OUTCOME	
<b>1. Project results in improved level of integrated municipal service delivery for the region.</b>	<b>Maximum points: 25</b> <i>Corresponding application questions: 1, 2a &amp; 2b</i>

- High score: project results in significantly improved level of regional municipal service delivery.
- Low score: project has limited impact on the level of regional municipal service delivery.
- When drafting your response, consider:
  - regional service gaps that will be addressed;
  - service delivery efficiencies (cost, resources) expected to be realized, and how they will enhance the scale or scope of service delivery; and
  - details that fully describe the new or enhanced regional municipal service delivery project.

<b>2. Project results provide other benefits to the partnership.</b>	<b>Maximum points: 20</b> <i>Corresponding application questions: 2a &amp; 2b</i>
--	---

- High score: unique regional strengths and opportunities are leveraged, bringing significant benefit to the partnership and other municipalities and organizations in the region.
- Low score: project has limited benefit for participating municipalities.
- When drafting your response, consider:
  - short- and long-term benefits to regional residents, businesses, and communities;
  - how the benefits will be shared among the partners; and
  - outcomes that contribute to economic and pandemic recovery or other efficiencies that will be realized within the region.



PROJECT PRIORITY	
<b>3. Project has been established as a priority for the region.</b>	<b>Maximum points: 15</b> <i>Corresponding application question: 3a</i>

- High score: project has been identified as a critical priority under a formal initiative (e.g. municipal strategic plan; watershed quality management; economic development; emergency services; red tape reduction).
- Low score: priority has not been clearly identified and project does not appear to align with broader regional or municipal plans.
- When drafting your response, consider:
  - project alignment with a regional or provincial priority; and
  - project alignment with legislative or regulatory requirements.

<b>4. Project funding will help the partnership to resolve capacity-related barriers in order to undertake the project.</b>	<b>Maximum points: 10</b> <i>Corresponding application question: 3b</i>
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- High score: the need for project funding is clear. Funding support will enable the partnership to undertake a regional initiative that requires additional expertise or resources beyond the existing capacity of the municipalities.
- Low score: grant approval will have a minimal impact on the partnership's current ability to undertake the project.
- When drafting your response, consider:
  - project complexity and immediacy of need; and
  - regional impact if the project is unable to proceed.

PARTNERSHIP AND PROJECT READINESS	
<b>5. Regional partners are actively engaged in project delivery and have the fundamentals (such as ICF protocols) in place to support project success.</b>	<b>Maximum points: 15</b> <i>Corresponding application questions: 4a &amp; 4b</i>

- High score: project is collaborative and all participating municipalities have the ability to influence project outcomes. Processes are in place to facilitate input into decision-making and resolve conflict.
- Low score: project delivery is driven by a third party and it is unclear how municipal partners will be involved.
- When drafting your response, consider:
  - protocols in place to facilitate partnership engagement;
  - tools to ensure partnership input on decision-making; and
  - dispute resolution processes to resolve potential conflict.

<b>6. Project is well-planned.</b>	<b>Maximum points: 5</b> <i>Corresponding application question: 4c</i>
------------------------------------	--

- High score: project planning appears completed. There are no significant concerns regarding the partnership's ability to execute the project successfully and achieve the expected benefits.
- Low score: insufficient information was provided to determine extent of planning for project delivery.
- When drafting your response, consider:
  - identification of project milestones or phases; and
  - potential risks at each phase, and strategies to mitigate potential issues that may hinder on-time project completion.

PARTNERSHIP BUDGET	
<b>7. Project budget estimates are supported.</b>	<b>Maximum points: 10</b> <i>Corresponding application question: 5a &amp; 5b</i>

- High score: the basis for the budget estimates and requested grant amount was identified, and project costs appear reasonable.
- Low score: insufficient information was provided to determine the basis of estimated project costs and requested grant amount.
- When drafting your response, consider:
  - comprehensive project cost estimates from potential vendors or research on comparable project costs;
  - itemized project costs for each phase of the project; and
  - project costs are linked to scope of work identified under application question 4c.



Request for Decision

Chief Administrative Officer's Report on the DOUGLAS Petition

July 10, 2023

**RECOMMENDATION**

**That the Chief Administrative Officer's Report - Declaration on Sufficiency of Petition to Amended the Miller Meadows Area Structure Plan, (the DOUGLAS Petition) be received as information.**

**STRATEGIC ALIGNMENT**

Our community is supported and enabled through skillful governance.

**LEGISLATIVE AUTHORITY**

*Municipal Government Act*

Excerpt from the Municipal Government Act

***Report on sufficiency of petition***

*226(1) Within 45 days after the date on which a petition is filed, the chief administrative officer must make a declaration to the council or the Minister on whether the petition is sufficient or insufficient.*

*(2) Repealed 1995 c24 s26.*

*(3) If a petition is not sufficient, the council or the Minister is not required to take any notice of it.*

**BACKGROUND**

On June 26, 2023, Judy Douglas filed with the Town of Olds a petition which contained 56 signatures (the "Petition"). The purpose statement on each page of the Petition states the following:

*Vote to stop the rezoning of Miller Meadows from R1/R2. Vote to stop any development of Miller Meadows until the above Issues are addressed with a viable remediation plan.*

The Petition has now been reviewed by my Office as required by the provisions of the *Municipal Government Act* and findings regarding sufficiency are attached in the *Chief Administrative Officer's Report - Declaration on Sufficiency of Petition to Amended the Miller Meadows Area Structure Plan*. There are several reasons for this declaration with the primary reason that the minimum legislated threshold for a petition to be valid is 10% of the population, this petition has received less than 1%.

**RISK/CONSEQUENCES**

Not accepting this declaration from the chief administrative officer, would put Council in violation of the MGA.

**FINANCIAL CONSIDERATIONS – n/a**

**ATTACHMENTS - Chief Administrative Officer's Report**

Author:	Marcie McKinnon Legislative Clerk	Date: June 27, 2023
CAO Signature:	Brent Williams	Date: June 27, 2023

## CHIEF ADMINISTRATIVE OFFICER'S REPORT

### DECLARATION ON SUFFICIENCY OF PETITION TO AMENDMENT THE MILLER MEADOWS AREA STRUCTURE PLAN

#### *Municipal Government Act, R.S.A. 2000 c. M-26*

I, BRENT WILLIAMS, Chief Administrative Officer for the Town of Olds, am authorized under the provisions of the *Municipal Government Act* to report to Council on the sufficiency of petitions received by the Town of Olds in accordance with the legislative criteria.

#### THE PETITION

On June 26, 2023, Judy Douglas filed with the Town of Olds a petition which contained 56 signatures (the "Petition"). The purpose statement on each page of the Petition states the following:

*Vote to stop the rezoning of Miller Meadows from R1/R2. Vote to stop any development of Miller Meadows until the above Issues are addressed with a viable remediation plan.*

The Petition has now been reviewed by my Office as required by the provisions of the *Municipal Government Act* and my findings regarding sufficiency are stated below.

#### DECLARATION

I declare to the Town of Olds Council that the Petition is **insufficient**.

#### REASONS

In order for a petition to be sufficient it must meet all of the statutory requirements in the *Municipal Government Act* including technical and substantive requirements. *Technical sufficiency* focusses on the form of the petition and whether the requirements of s. 222-226 of the *Municipal Government Act* are satisfied. *Substantive sufficiency* considers whether the subject matter and wording of the petition satisfies the requirements for the types of petitions that can be brought under the provisions of the *Municipal Government Act*.

##### A. Technical Sufficiency Requirements

The Petition was reviewed with respect to the technical requirements for a sufficient petition as provided in Sections 222 to 225 of the *Municipal Government Act*. The following deficiencies were noted:

- a) Number of electors signing the petition – The *Municipal Government Act* requires that to be sufficient, a petition must bear the signatures of enough electors to equal **at least 10%** of the population of the Town of Olds. Section 1(1)(i) of the *Municipal Government Act* defines an elector as a person who is eligible to vote in the election for a councillor under the *Local Authorities Election Act*. Section 47 of the *Local Authorities Election Act* establishes those eligible to vote in the Town must be at least 18 years old, a Canadian citizen and their place of residence must be the Town of Olds.

The population of the Town of Olds is 9,209 according to the 2021 Canadian Census; therefore, to be technically sufficient, the Petition must be signed by at least 920 petitioners.

The Petition was signed by only 56 petitioners (well below the number of petitioners required for a valid petition).

- b) Signatures must be witnessed - The *Municipal Government Act* requires that to be sufficient, each signature must be witnessed by an adult person who must sign opposite the signature of the petitioner and take an affidavit that to the best of the person's knowledge, the signatures witnessed are those of person entitled to sign the petition.

NONE of the signatures of the petitioners appear to have been witnessed.

- c) Address of petitioner is required – To confirm residency, the *Municipal Government Act* requires that to be sufficient, the street address or legal description of the lands on which the petitioner lives must be stated.

NONE of the petitioners provided an address which meets the legislative requirements.

As a result of the above, the Petition does not have a sufficient number of signatures to satisfy Section 223(2)(a) of the *Municipal Government Act*.

## CONCLUSION

As a result of my review, I find that the Petition is not sufficient to meet the requirements of the *Municipal Government Act* as it does not have a sufficient number of signatures to satisfy Section 223(2)(a) of the *Municipal Government Act* and the witness affidavits required by Section 224(3.1) were not attached to the Petition.

For these reasons, I declare the Petition insufficient.

Signed at the Town of Olds, in the Province of Alberta, on the 5th, day of July, 2023.




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**Brent Williams, Chief Administrative Officer**



Request for Decision

**Mountain View Power Policy**

July 10, 2023,

**RECOMMENDATION**

**That Council approves the Mountain View Power policy 804C as presented.**

**STRATEGIC ALIGNMENT**

*Our community is supported and enabled through skillful governance.*

*Our thriving community is built on strong and collaborative relationships.*

**LEGISLATIVE AUTHORITY**

1. Municipal Government Act

**BACKGROUND**

At the May 1, 2023, Council Policies and Priorities Committee meeting, Administration presented the proposed policy and procedure to Council on the MVP Community Grant Program.

This policy seeks to provide broader guidance on the use and allocation of MVP profits, and the criteria A draft 2024 budget and prudential summary is included for information.

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

1. Mountain View Power Policy Draft
2. Draft 2024 Budget
3. Current Prudential Summary

Created by:	Executive Support CAO & Council Chylla Nault	Date: July 5, 2023
CAO Signature:	Brent Williams	Date: July 5, 2023

**POLICY #804C**

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

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<b>Policy Title:</b>	<b>Mountain View Power</b>
<b>Policy Number:</b>	<b>804C</b>
<b>Approval:</b>	<b>Town Council Motion # _____</b>
<b>Effective Date:</b>	<b>Month xx, xxxx</b>
<b>Approved Date:</b>	<b>Month xx, xxxx</b>
<b>Supersedes Policy No.:</b>	<b>New</b>

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**Policy Statement**

Mountain View Power (MVP) will invest its profits back into the community to build a stronger and more vibrant town and region.

**Purpose**

To provide standards by which MVP profits are invested into the community.

**Standards**1. General

- 1.1 MVP is an Energy Marketer on behalf of UtilityNET and is obligated to uphold the standards and processes of that organization.
- 1.2 The Town Council grants the Chief Administrative Officer (CAO) authority to carry out this policy and any associated procedures or processes within this policy's parameters.
- 1.3 The Council shall approve annually a budget for MVP as part of the Town's operating budget.
- 1.4 Prudential obligations shall be given priority when budgeting.

2. Funding Distribution

## 2.1 Community Grants Program

- 2.1.1 Council shall create a policy regarding community grants that will establish and govern a program for funding.

## 2.2 Community Health Care

- 2.2.1 Funding for health care initiatives in Olds and area will be eligible for funding.

## 2.3 General Sponsorships

- 2.3.1 Sponsorships for programs and events are eligible for funding via MVP dollars if they offer direct economic benefit to the Town of Olds.

## 2.4. Community Events

- 2.4.1 Events and programs that do not have a direct economic impact but are managed by the Town shall be eligible for funding.

3. Out of Scope Funding

3.1. Funding requests that are outside of the scope provided by this policy above shall be at the discretion of the Council.

4. Reserve

4.1 A reserve account shall be created for Mountain View Power.

4.2 Operating surpluses will be transferred annually to this reserve account.

4.3 This reserve account shall be subject to the Council's reserve policy, as amended.

4.4 This reserve account may be used to fund requests outside of the annual operating budget, at the Council's discretion.

DRAFT





## 2024 DRAFT Operating Budget

44

		2024	Budget
		DRAFT	Explanation
<b>MOUNTAIN VIEW POWER REVENUE</b>			
1-9100-410-01	ELECTRICITY	(170,000)	
1-9100-410-02	NATURAL GAS	(130,000)	
1-9100-490-00	MISCELLANEOUS	-	
1-9100-550-00	INTEREST ON INVESTMENTS	(11,000)	<i>GIC securing letter of credit (prudential)</i>
	<b>TOTAL REVENUE</b>	<b>(311,000)</b>	
<b>MOUNTAIN VIEW POWER EXPENSES</b>			
2-9100-221-00	ADVERTISING & ADMINISTRATION	10,000	
2-9100-221-01	PROMOTIONS/PUBLIC RELATIONS	1,000	
2-9100-221-02	SPONSORSHIPS	25,000	
2-9100-224-00	MEMBERSHIPS	900	
2-9100-239-01	WEBSITE MAINTENANCE	100	
2-9100-764-00	TRANSFER TO RESERVES	50,000	<i>Projected operating surplus</i>
2-9100-770-00	COMMUNITY GRANTS	120,000	<i>Community Grant Program (2 intakes annually)</i>
2-9100-770-01	HEALTH CARE INITIATIVES	10,000	
2-9100-810-00	INTEREST PAID ON PRUDENTIAL	10,000	
2-9100-814-00	BANK CHARGES	11,000	
2-9100-814-01	CREDIT CARD FEES	2,000	
2-9100-920-00	BAD DEBT	1,000	
2-9100-960-00	OTHER FUNDING	70,000	<i>Community events (Town managed/coordinated)</i>
	<b>TOTAL EXPENSES</b>	<b>311,000</b>	

7/5/2023

## Mountain View Power: Prudential Obligations and Strategy

MVP current provides AESO just over \$1 million dollars in prudential security:

- Customer Contribution: \$176,725.00
  - MVP Cash: \$100,000
  - Town LOC: \$600,000
  - UNET Contribution: \$190,000
- Total: \$1,066,725.00**

Our current prudential requirement is ~\$820,000, meaning we have a buffer to bring on several hundred non-prudential customers without much concern.

### Prudential Strategy

The short-term strategy with current and upcoming MVP promotions is to forgo the prudential obligations to grow the customer base. After 8 – 12 months, depending on our success, we will look to further strengthen prudential holdings via promotions (i.e., 3-year & blended plans) with customer-paid prudential.



Request for Decision

Policy #902C

July 10, 2023

**RECOMMENDATION**

**That Council approve the revised Policy 902C – Green Spaces Maintenance, as presented.**

**STRATEGIC ALIGNMENT**

Our community is supported and enabled through skillful governance.

Sound fiscal practices will be balanced with a commitment to prioritizing value for citizens.

**LEGISLATIVE AUTHORITY**

Municipal Government Act, Council's principal role in municipal organization: Section 201(1)(a): A council is responsible for developing and evaluating the policies and programs of the municipality; and General Duties of Councillors: Section 153(b) Councillors have the following duties to participate generally in developing and evaluating the policies and programs of the municipality.

**BACKGROUND**


Council requested the Chief Administrative Officer bring to Council a revised policy to reflect the realities of adjusted service levels regarding maintenance of Green Spaces. Green Spaces means Town-owned land that is covered with grass, trees, shrubs, or other vegetation, including areas designated as park, playground, sports field, cemetery, boulevard, ditch, and areas around Town facilities. The updated definitions are attached from page 1 of work in progress of a draft procedure. This revised policy also conforms to the recent changes to formatting and content of Council Policies.

**FINANCIAL CONSIDERATIONS**

Changes in service levels to green spaces are intended to improve operational efficiency and where possible mitigate the increasing costs of urban green space maintenance.

**ATTACHMENTS**

1. Draft Policy 902C Green Spaces Maintenance
2. Current Policy 902C Green Spaces Maintenance
3. Definitions from Draft 902P

Author:	Janice Locke	Date: June 21, 2023
Director Signature:	Doug Wagstaff - <i>Electronically Approved</i>	Date: July 4, 2023
CAO Signature:		Date: 5 July 2023

## POLICY #902C

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<b>Policy Title:</b>	<b>Green Space Maintenance</b>
<b>Policy Number:</b>	<b>902C</b>
<b>Approval:</b>	<b>Town Council Motion # _____</b>
<b>Effective Date:</b>	<b>June 26, 2023</b>
<b>Review Date:</b>	<b>July 12, 2021, Motion #21-288</b>
<b>Approved Date:</b>	<b>June 10, 2019, Motion #19-191</b>
<b>Supersedes Policy No.:</b>	<b>New</b>

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### Policy Statement:

The Town of Olds establishes standards to which Green Spaces will be maintained.

### Purpose:

To establish service levels for Green Spaces that will:

- Ensure they are managed in an effective, efficient, and safe manner for public use.
- Reduce or eliminate potential liability claim exposure.
- Provide the public with clear maintenance expectations.
- Provide for more accurate annual budgeting.

### Standards:

#### 1. General

- 1.1. The Chief Administrative Officer (CAO) or designate(s) is responsible for administering this policy within the standards established.
- 1.2. The council recognizes that operational capacity may fluctuate, the CAO has the authority to temporarily adjust the service level schedule. Temporary adjustments to the service level schedule shall be communicated to Council.
- 1.3. Complaints shall be responded to as per Council Policy 105C Communication and Response, as amended from time to time.
- 1.4. The Town will be accountable to its regulatory responsibilities to the federal and provincial governments as well as to its own policies and procedures with respect to use, storage, transportation, and disposal of pesticides.
- 1.5. Playgrounds and outdoor facilities are maintained to meet user demand, as well as to ensure user safety and address legislative or liability requirements.

- 1.6. All Town staff and contractors carrying out pest management activities on behalf of the Town will receive appropriate training and certification.
- 1.7. The Town shall establish mowing, weed control, pest control, aeration, and fertilization programs, and review annually.
- 1.8. Maintenance is weather dependent and may not take place as scheduled.

## **2. Maintenance**

- 2.1. Maintenance shall be carried out on a priority basis with the understanding that some Green Spaces will receive higher priority based on the profile of the location, function, and amount of user interaction.
- 2.2. Where use of Pesticide is required, the Town is committed to the use of “preferred pesticides” which present the least short and long-term health risk to humans and with the lowest environmental impact by residual effects.
- 2.3. The Town will maintain a 15-metre pesticide free zone around all playground apparatus, unless the entire area is closed to the public for a period of 12 hours following the application.

## **3. Tree Conservation, Planting and Maintenance**

- 3.1. The Town will strive to conserve existing Trees in Green Spaces. Trees for planting shall be selected from an established Alberta list of species which favors native plants when site conditions and locations permit.
- 3.2. For Trees that transect the property of the Town and a Private residence, the Town will undertake and pay all costs associated with any necessary pruning or removal of Trees, the main stem of which, are proven to be 50% or greater, on Town Lands. All trees main stems which are more than 50% on the private residence are the sole responsibility of the homeowner.
- 3.3. The Town will maintain suitable vertical and horizontal clearances on all streets, sidewalks, and trails to achieve a balance between maintaining tree/shrub health or aesthetics, safety, and operational needs.
- 3.4. Tree removal will only take place after it has been evaluated by qualified staff or qualified contracted service. Parks staff may remove the affected tree limb(s) or the tree itself immediately or within an appropriate time frame based on the level of risk posed by the tree. Visual signs of defect that could result in a catastrophic failure of the tree indicating a tree or tree limb might be removed.
- 3.5. Logs and wood chips will be removed where possible. In natural areas or areas that are inaccessible, they will remain on site and be left to break down naturally.
- 3.6. Boulevard tree removal shall be at the sole discretion of the Town. Property owners requesting removal shall advise the Town of Olds prior to the removal or relocation.
- 3.7. The Town of Olds shall then determine if the tree can be moved to another location, and if so, shall be relocated at the cost of the Town. If the tree’s location is not deemed to be practical,

the property owner shall be responsible to remove the tree at the property owners' expense through a vendor approved by the Town.

- 3.8. Working in conjunction with a certified arborist, decisions regarding the tree hazard assessment will be carried out by a qualified horticulturalist/arborist, in accordance with the International Society of Arboriculture (ISA) tree risk assessment record.

DRAFT

## SCHEDULE A: SERVICE LEVELS

### **1. Mowing**

1.1. The inventory for mowing area is summarized as follows:

- Sportsfields
- Parks
- Playgrounds
- Cemetery
- Off Leash Dog Park
- Green Spaces and Boulevards
- Flower Planters, Flower Beds, and Shrub Beds

1.2 The mowing service level shall be set as follows:

- Sportsfields and Parks:
  - Sportsfields: Weekly
  - Parks: Bi-weekly
- Playgrounds: Bi-weekly
- Trails: Bi-weekly
- Off Leash Dog Park: Three times per year
- Green Spaces and Boulevards: Bi-Weekly
- Flower Planters and Flower Beds: Monthly
- Shrub Beds: Every second year

1.3 Exceptions

- Notwithstanding clause 1.2, High Visibility amenities shall have a service level that exceeds the Service Level Schedule for its category. The High Visibility amenities include:
  - Town property along Highway 27
  - Centennial Park

### **2. Weed Control**

2.1. Priority will be locations with built recreational facilities (sports fields and playgrounds), other areas may be addressed as budgets permit.

2.2. The Town will use a combination of techniques including mechanical and physical treatments, biological control, habitat manipulation, and judicious application of pesticides.

2.3. Efforts will be made to identify novel or innovative approaches to pest prevention and pest management. These alternative techniques will be pilot tested for applicability and efficacy and will be considered for further implementation based on observed results.

### **3. Trees**

3.1. The Town shall strive to achieve an annual tree replacement of one-to-one ratio. Arbor care shall be provided as budgets permit.





Prepared By: Operations

Council Approval Date: July 12, 2021

Effective Date: Upon approval

Council Resolution No.: 21-288**References:**

International Society of Arboriculture (ISA)

Land Use Bylaw

Community Standards Bylaw

Water and Wastewater Bylaw

Records Retention Management Bylaw

Equipment Maintenance Policy

**POLICY STATEMENT**

The Town of Olds will provide for the standards to which Green Spaces will be maintained.

**PURPOSE**

To establish guidelines for the purpose of ensuring Green Spaces are managed in an effective, efficient and safe level of service to reduce or eliminate potential liability claim exposure.

To establish an Integrated Pest Management Program (IPM) for effective, economical and environmentally sound management of Town of Olds turf and vegetation and to ensure compliance with all applicable legislation.

To establish guidelines for the selection, planting and management of Trees in Green Spaces.

**SCOPE AND GUIDELINES**

This policy applies to inspection, maintenance of all Green Spaces, within the Town of Olds boundary.

**DEFINITIONS**

“Boulevard” means that part of a highway or road that is not a roadway, but is that portion of the right-of-way of a public highway or road lying between the curb line of the roadway and the adjacent property line, or where there is no curb, that portion of the right-of-way lying between the edge of the roadway ordinarily used by vehicles and the adjacent property line;

“Green Spaces” (Urban Green Space) means land that is completely covered with grass, Trees, shrubs or other vegetation, including wetlands. This includes any Town-owned areas designated as park, playground, sports field, cemetery, Boulevard, ditch, environmental reserve, municipal reserve, public utility reserve, school reserve, laneway, undeveloped or developed residential land, located within the corporate limits of the Town of Olds.

“Integrated Pest Management (IPM)” is an ecosystem based strategy that focuses on long term prevention of pests through a combination of techniques such as biological control, cultural practices, and use of resistant varieties.

“Pesticide” includes insecticide, herbicide, miticide, fungicide and arachnicide.

“Sports Field” means fields in which various sports can be played on different types of turf (i.e. grass, shale, sand). Sports include but not limited to baseball, soccer, and football.

“Trail(s)” means engineered pathways in parks that have a sub-base of either asphalt, shale or pea gravel surfacing. These Trails may be lighted for night use, and are intended to provide linkages between neighbourhoods.

“Tree(s)” means long-lived perennial plant(s) that are woody and have a self-supporting trunk with a root system. May be deciduous or coniferous and includes all living parts.

## **RESPONSIBILITIES**

The Chief Administrative Officer (CAO), and/or designate, shall be responsible for the implementation of this policy.

## **STANDARDS**

The standards are outlined in each section below. Complaints shall be responded to within 24 hours should a safety concern exist.

### **Green Spaces**

Maintenance shall be carried out on a priority basis with the understanding that due to limited finances and resources, there will be Green Spaces that receive greater priority based on use and impact to the Town, neighbourhoods and user groups.

In this policy, the Town will manage turf grass pests, defined as broadleaf weeds, grasses and noxious weeds, using Integrated Pest Management (IPM) principles for Turf and Vegetation Management.

IPM incorporates the procedures of turf classification (acceptable weed cover limits), weed identification, monitoring, action levels, treatments and evaluation.

Also incorporated is the use of cultural turf management practices, including soil testing, fertilizing, aeration, dethatching, and mowing as an alternative to Pesticide use to control turf grass weeds. Additional non-chemical control means to be employed include physical controls (hand pulling of weeds) and mechanical means (mowing). To control other weeds which have been identified and assessed by a certified horticulturalist, a certified Pesticide applicator using control 1, 2 or 3 will be utilized.

Where use of Pesticide is required as identified by monitoring of weed infestations, the Town is committed to the use of “preferred Pesticides” which present the least short and long-term health risk to humans and with the lowest environmental impact by residual effects.

The Town will maintain a 15-metre Pesticide free zone around all playground apparatus.

### **Turf Classification System**

Priorities for the Integrated Pest Management program will be based on a Turf Classification System that aids decision for noxious weed control and service frequency. These levels are determined based on location, function, user interaction, maintenance and weather permitting.

All Town Green Spaces shall be classified accordingly as per the table below.

Classification	Class A	Class B	Class C
<b>Level of Service</b>	<p>These areas consist of high value, visibility, maintenance, and user interaction.</p> <ul style="list-style-type: none"> <li>• All parks will be maintained* on a weekly basis and as per growing season conditions</li> <li>• High visible boulevards in high traffic areas will be maintained at this level</li> <li>• Fertilization applied at this level</li> <li>• Pesticides will be applied when required</li> </ul> <p>*Fence line whipper snipping is no longer done unless it is town owned fences such as the Rotary park and ball diamonds. If a fence backs onto private property then the land owner is to do this. (i.e. Highlands utility right of way)</p>	<p>These areas have moderate value, visibility, maintenance, and user interaction.</p> <ul style="list-style-type: none"> <li>• All parks will be maintained on a weekly basis and as per growing season conditions</li> <li>• Boulevards will be maintained at this level or less</li> <li>• Fertilization may be required at this level</li> <li>• Pesticides will be applied as needed</li> </ul>	<p>These areas have fair value, visibility, maintenance, and user interaction.</p> <ul style="list-style-type: none"> <li>• Zero fertilization</li> <li>• Mowing as needed</li> <li>• Zero whipper snipping along fence lines of all open green spaces</li> <li>• Zero pesticide application</li> </ul>
<b>Sport Fields</b>	<ul style="list-style-type: none"> <li>• Rotary Athletic Park</li> </ul>	<ul style="list-style-type: none"> <li>• The Hedges' Ball Diamonds</li> <li>• Elks Soccer Field</li> </ul>	<ul style="list-style-type: none"> <li>• Deer Meadows School South Diamond</li> <li>• Imperial Ball Diamonds</li> <li>• Holy Trinity Catholic School Sports Fields</li> </ul>
<b>Green Spaces</b>	<ul style="list-style-type: none"> <li>• All town owned facilities and other facilities the Town maintains</li> <li>• Memorial Way (65<sup>th</sup> Avenue Boulevards)</li> <li>• Centennial Park</li> <li>• Craig's Corner Memorial Park</li> <li>• Frank Wong Memorial Park</li> <li>• Hartman Green</li> <li>• Herb Samis Park</li> <li>• Highway 27 N &amp; S Blvd</li> </ul>	<ul style="list-style-type: none"> <li>• 50<sup>th</sup> Street and West CPR Boulevard (was A)</li> <li>• 5057 - 57 Avenue Close Playground</li> <li>• 60<sup>th</sup> Avenue Close</li> <li>• 61<sup>st</sup> Avenue</li> <li>• Cemetery</li> <li>• Lion Balsam Park</li> <li>• Beech Crescent</li> <li>• Harrison Green</li> <li>• Highlands Playground</li> <li>• Imperial Estates (3 big green spaces)</li> <li>• Kiwanis 56<sup>th</sup> Avenue and 58<sup>th</sup> Street Playground</li> <li>• Kiwanis Beech Playground</li> <li>• Kiwanis Destiny Playground</li> <li>• McLeod Crescent</li> <li>• Neil Leatherdale Memorial Park</li> <li>• Kiwanis Richard's Playground</li> <li>• Ralph Maybank Memorial Park</li> <li>• Ryan Boutwell Memorial Playground</li> <li>• Sherwood Crescent</li> <li>• Sierra Pathway</li> <li>• Vista's Rotary Playground</li> </ul>	<ul style="list-style-type: none"> <li>• 57<sup>th</sup> Ave Boulevard (58 St - border)</li> <li>• Imperial Pathways / Utility Right of Ways</li> <li>• Deer Ridge Tree Reserve and Pathways</li> <li>• Off-Leash Dog Park</li> </ul>

### **Trail Systems**

Trail systems throughout town during grass care season are at a lower level. Some right of ways will be maintained every two weeks, however, those areas will be determined based on growing season and precipitation.

### **Determining Ownership of Trees**

For Trees that transect the property of the Town and a Private residence, the Town will undertake and pay all costs associated with any necessary pruning or removal of Trees, the main stem of which, are proven to be 50% or greater, on Town Lands. All Trees main stems which are more than 50% on the private residence are the sole responsibility of the homeowner.

In determining ownership of the Tree, the Town will use the following resources: location of property pins; municipal GIS or; property line survey.

### **Tree Conservation, Planting and Maintenance**

The Town will strive to conserve existing Trees in Green Spaces. Trees for planting shall be selected from an established Alberta list of species which favour native plants when site conditions and locations permit.

The current ratio for planting trees will be a one to one ratio.

### **Street, Sidewalk and Trail Tree Clearances**

The Town will maintain suitable vertical and horizontal clearances on all streets, sidewalks and Trails to achieve a balance between maintaining Tree/shrub health or aesthetics, safety and operational needs.

### **Tree and Tree Limb Removal**

Tree removal will only take place after it has been evaluated by qualified staff or qualified contracted service. Parks staff may remove the affected Tree limb(s) or the Tree itself immediately or within an appropriate time frame based on level of risk posed by the Tree. Visual signs of defect that could result in a catastrophic failure of the Tree indicating a Tree or Tree limb might be removed.

Logs and wood chips will be removed where possible. In natural areas or areas that are inaccessible, they will remain on site and left to break down naturally.

Boulevard Trees will not be removed if Tree roots grow into the property owners' sewer service line connection between private property and the town's main sewer line.

### **Hazardous Tree Rating System**

Working in conjunction with a certified arborist, decisions regarding the Tree hazard assessment will be carried out by a qualified horticulturalist/arborist, in accordance with the ISA Tree Risk Assessment record.

*Approved: June 10, 2019 Resolution: 19-191  
Amended: July 12, 2021 Motion 21-288*

## PROCEDURE #902P

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

T 403-556-6981

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<b>Procedure Title:</b>	<b>Green Spaces Maintenance</b>
<b>Procedure Number:</b>	<b>902P</b>
<b>Approval: Chief Administrative Officer</b>	<b>Date: xxx, xx, xxxx</b>
<b>Leadership Team Approval Date:</b>	<b>xxx, xx, xxxx</b>
<b>Supersedes Policy No.:</b>	<b>New</b>

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### 1. Purpose

Administrative guidelines for The Town of Olds will provide for the standards to which Green Spaces will be maintained.

### 2. Definitions

“Boulevard” means that part of a highway or road that is not a roadway, but is that portion of the right-of-way of a public highway or road lying between the curb line of the roadway and the adjacent property line, or where there is no curb, that portion of the right-of-way lying between the edge of the roadway ordinarily used by vehicles and the adjacent property line;

“Green Spaces” (Urban Green Space) means land that is completely covered with grass, Trees, shrubs, or other vegetation, including wetlands. This includes any Town-owned areas designated as park, playground, sports field, cemetery, Boulevard, ditch, environmental reserve, municipal reserve, public utility reserve, school reserve, laneway, undeveloped or developed residential land, located within the corporate limits of the Town of Olds.

“Integrated Pest Management (IPM)” is an ecosystem-based strategy that focuses on long term prevention of pests through a combination of techniques such as biological control, cultural practices, and use of resistant varieties.

“Mowing” is a service level category that includes the activities of grass mowing, grass trimming/weed-whacking, weed removal, grass clipping removal, mulching and naturalization alternatives.

“Pesticide” is a substance intended to kill, prevent, reduce, and/or destroy organisms harmful to cultivated plants or a nuisance to maintaining turf including insecticide, herbicide, miticide, fungicide, arachnicide, biopesticide, or other products.

“Sports Field” means fields in which various sports can be played on different types of turf (i.e., grass, shale, sand). Sports include but are not limited to baseball, soccer, and football.

“Trail(s)” means engineered pathways in parks that have a sub-base of either asphalt, shale, or pea gravel surfacing. These Trails may be lighted for night use and are intended to provide linkages between neighborhoods.

“Tree(s)” means long-lived perennial plant(s) that are woody and have a self-supporting trunk with a root system. May be deciduous or coniferous and includes all living parts.



Request for Decision

## Existing Secondary Suite Compliance Incentives

July 10, 2023

### RECOMMENDATION

That Council approve the following incentives for a two-year period to encourage compliance of secondary suites:

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

### STRATEGIC ALIGNMENT

The Olds community is supported and enabled through skillful governance.

Olds thriving community is built on strong and collaborative relationships.

Sound fiscal practices will be balanced with a commitment to prioritizing value for citizens.

### LEGISLATIVE AUTHORITY

National Building Code – 2019 Alberta Edition

Town of Olds Land Use Bylaw Section 6(13)

### BACKGROUND

The Town of Olds currently has a large number of illegal secondary suites throughout the municipality. As these suites have not gone through the appropriate approval process, they do not meet zoning or building code requirements. Common safety concerns include bedroom windows that are too small for egress, lack of proper smoke alarms, lack of fire separation, lack of handrails, and lack of independent heating systems.


Currently, there are two ways administration is alerted to the existence of illegal secondary suites. The primary way is through the sale of a home. Either the seller or potential buyer will inquire with the town as to the status of the suite or what the process is to make the suite compliant. The second way administration is alerted is through a complaint, generally brought forward by a renter.

In an effort to increase compliance and ultimately safety of secondary suites in the Town of Olds, administration is recommending an incentive program to bring existing illegal suites into compliance. The program would run for a period of 2 years, with the following incentives:

1. Waiving of development fees
2. Relaxation of parking requirements (LUB states one additional off street parking stall)
3. Relaxation of square footage (LUB states secondary suites may not be greater than 80m<sup>2</sup> and not be more than 40% of total floor area of the dwelling)

### ATTACHMENTS

1. Secondary Suites Presentation

Author: James Crozier, Manager of Planning & Infrastructure	Date: July 4, 2023
Director Signature: Scott Grieco, Director of Operations	Date: July 4, 2023
CAO Signature: 	Date: 6 July 2023





# Secondary Suites

Proposed Approval Process

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# What's the concern?

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There are many illegal suites in the municipality

Suites that have been inspected do not meet zoning or code requirements

How should Olds address suites developed after the 2006 Building and Fire Codes?

What initiatives could be provided to bring existing illegal suites forward to obtain approval?

# Historical Information

60



Introduced into the Alberta Building Code 2006 effective September 2, 2007



Introduced into the Alberta Fire Code 2006 effective September 2, 2009, to allow for voluntary compliance



Town of Olds Land Use Bylaw was amended in 2009 to adopt new definition

*“secondary suite” means an additional dwelling unit, subordinate to the principal dwelling unit, on a parcel designated for a single-detached dwelling; [2009-06]*



Major code difference in the Building Code requirement for independent heating which is not in the Fire Code

# Common Safety Issues

61

Bedroom windows too small for egress

No smoke alarm, no battery, improper placement

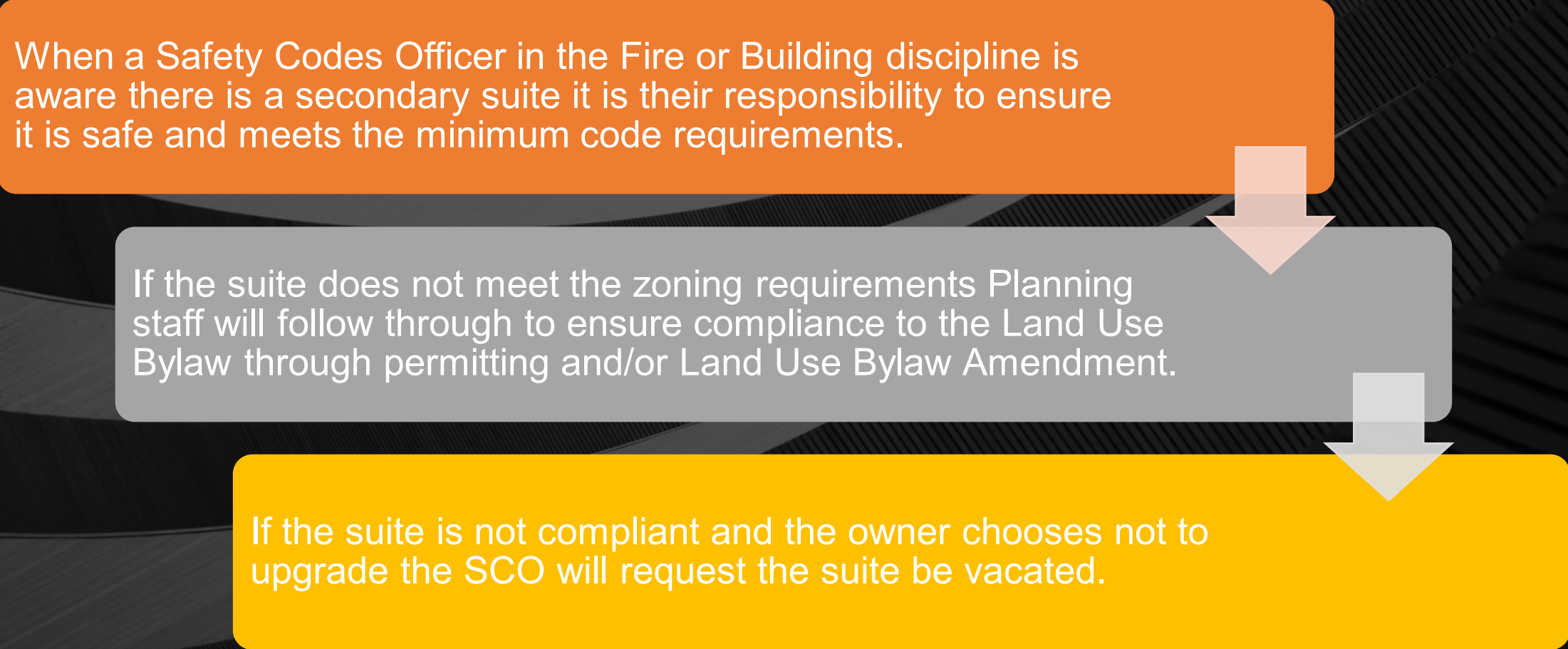
No fire separation of suite, exit or furnace room

Lack of handrails or guards

Lack of independent heating systems

# Municipal Responsibility

When a Safety Codes Officer in the Fire or Building discipline is aware there is a secondary suite it is their responsibility to ensure it is safe and meets the minimum code requirements.



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graph TD; A[When a Safety Codes Officer in the Fire or Building discipline is aware there is a secondary suite it is their responsibility to ensure it is safe and meets the minimum code requirements.] --> B[If the suite does not meet the zoning requirements Planning staff will follow through to ensure compliance to the Land Use Bylaw through permitting and/or Land Use Bylaw Amendment.]; B --> C[If the suite is not compliant and the owner chooses not to upgrade the SCO will request the suite be vacated.];
```

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If the suite is not compliant and the owner chooses not to upgrade the SCO will request the suite be vacated.



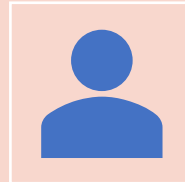
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# What are we doing now

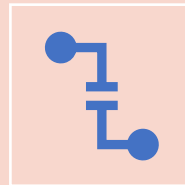
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Two methods of approach

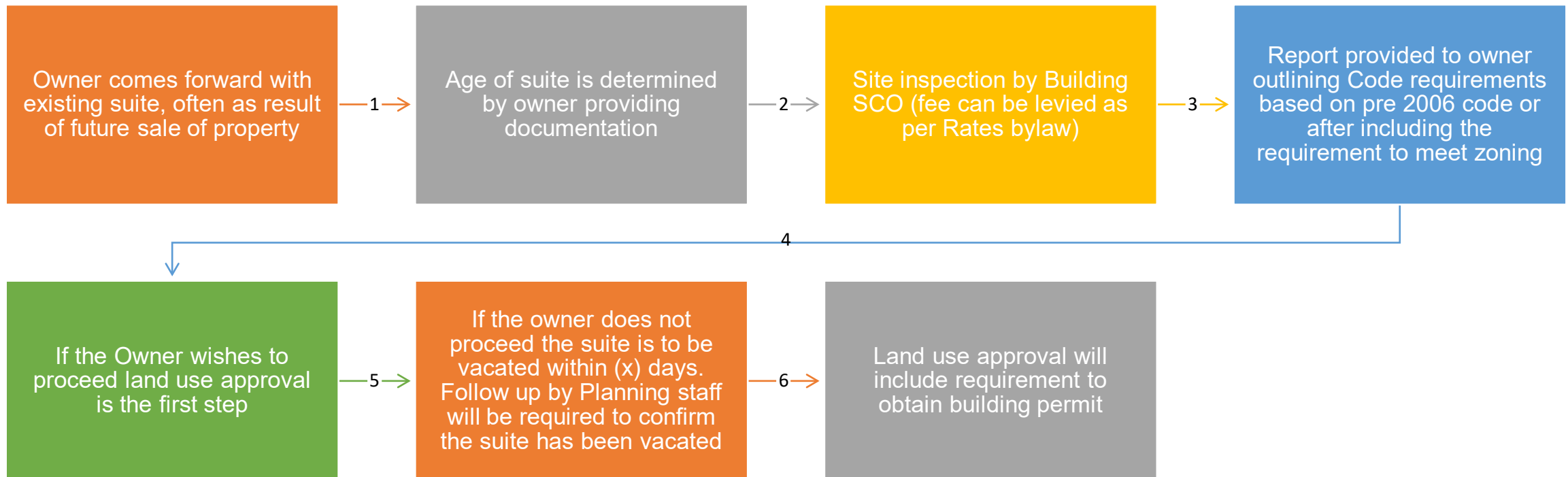


1. Owner initiated process



2. Process started as a result  
of a complaint, typically by  
tenant

# Internal Procedure – Initiated by Owner



# Path for Complaint Process

Complaint is received through Planning, Fire, or Alberta Health

On site joint inspection arranged with tenant or landlord  
(process is presently in place and is working well)  
Inspection fee to be levied for non-compliant suites

Immediate life safety items are asked to be corrected which is often smoke alarms

Potential request to vacate suite under severe circumstances, typically Health Order

Advise owner to make application for approval within 45 days and include request to vacate suite within 90 days if an application not submitted. Enforcement may be required if the suite is not vacated (MGA, Safety Codes or Health)

If owner proceeds a pre inspection by Building SCO would be performed to list items based on when suite was developed that require correction. Building permit fee would be applied.



Questions?

Comments?



Request for Decision

**DP23-082 Accessory Building (Chicken Coop - Hens)**

Council Meeting Date: July 10, 2023

## RECOMMENDATION

**That Council approve Development Permit application 23-082 as presented, subject to the conditions listed in the attached draft Development Permit.**

## STRATEGIC ALIGNMENT

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

## LEGISLATIVE AUTHORITY

1. *Municipal Government Act* – Chapter M-26, Part 17, Division 3 Section 623(a) Subject to section 641, a council must by bylaw provide for a development authority to exercise development powers and perform duties on behalf of the municipality.
2. *Municipal Government Act* – Chapter M-26, Part 17, Division 5 Section 640(6) A land use bylaw may authorize a development authority to decide on an application for a development permit even though the proposed development does not comply with the land use bylaw or is a non-conforming building if, in the opinion of the development authority, the proposed development would not unduly interfere with the amenities of the neighbourhood, or materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land, and the proposed development conforms with the use prescribed or that land or building in the land use bylaw.
3. *Municipal Government Act* – Chapter M-26, Part 17, Division 5 Section 642(2) At the discretion of the Development Authority, permitted pursuant to section 640(2)(b)(ii) issue a development permit with or without conditions.

## BACKGROUND

The Town of Olds Land Use Bylaw 01-23 designated the subject property as Urban Reserve (UR) which is a land use district to reserve land for future subdivision and development until an overall plan is prepared and approved by Council. Council is the Development Authority for Discretionary Uses in the UR District. The applicant is requesting that a portion of a building (48ft<sup>2</sup>) may be used for a chicken coop (hens) of the total 144ft<sup>2</sup> area of the accessory building at 4102 50<sup>th</sup> Avenue. Accessory buildings (chicken coop) are a discretionary use in this District.

## PROPOSAL

The proposed accessory building is 144ft<sup>2</sup> and only 48ft<sup>2</sup> will be used for the chicken coop, and 96ft<sup>2</sup> will be used for storage. There will be an additional 48ft<sup>2</sup> for the chicken run which is a total of 96ft<sup>2</sup> which is less than the allowable 108ft<sup>2</sup>. The applicant is requesting that a maximum of 6 hens be allowed at this location.



The parcels of land north and west of property are in the UR Land Use District as well. To the north is a detached dwelling and double garage. The property to the south is zoned R5 – Country Residential.

### **RISK/CONSEQUENCES**


1. Council may approve Development Permit 23-035 as presented, subject to the conditions listed in the attached draft development permit or with amendments.
2. Council may refuse Development Permit 23-035 and provide a detailed rationale for their decision.
3. Council may provide direction to Administration to gather more information about this application and table it until a future Council meeting, providing the applicant agrees to sign an extension of the application timeline.

### **FINANCIAL CONSIDERATIONS**

N/A

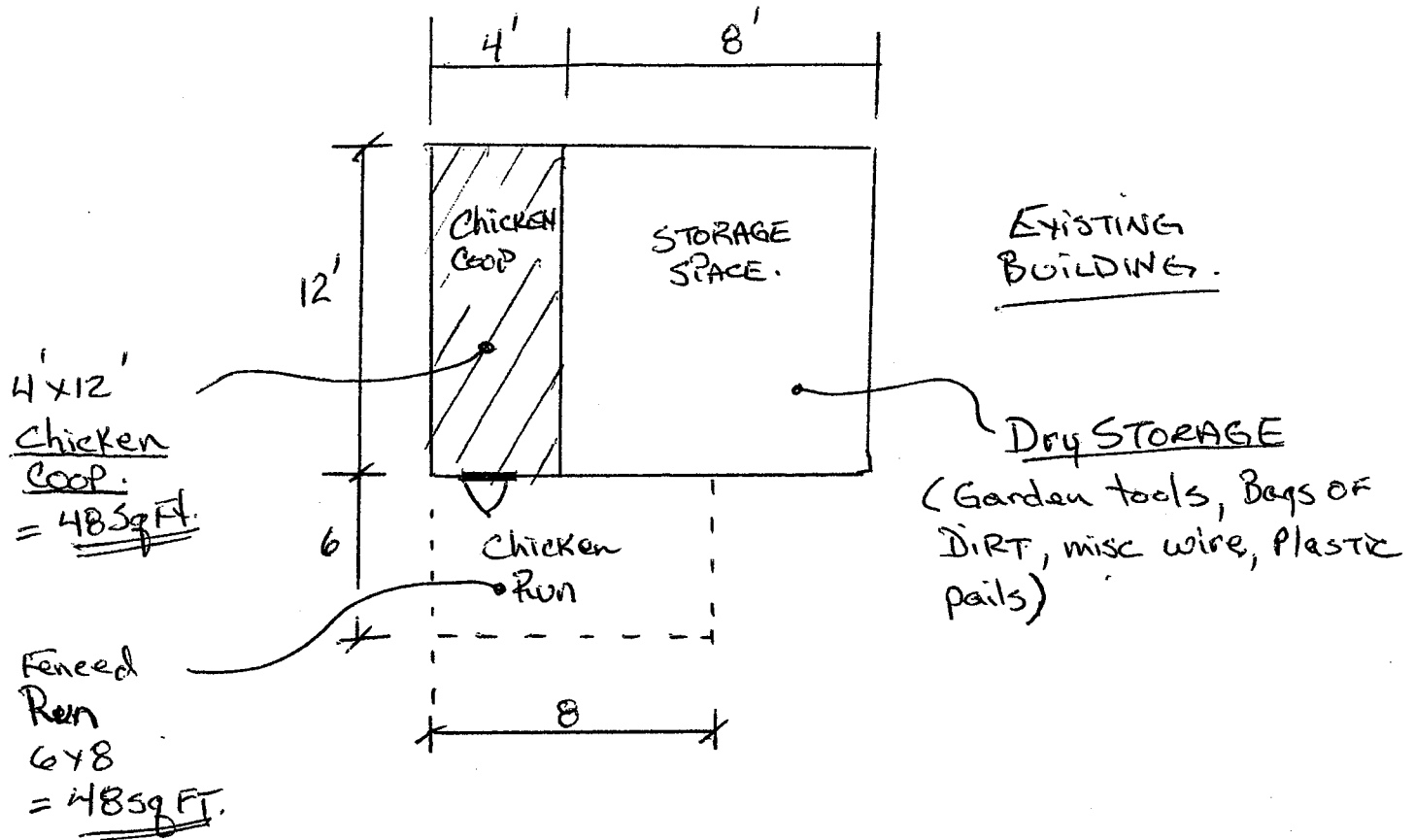
### **ATTACHMENTS**

1. Urban Reserve (UR) Excerpt from Land Use Bylaw
2. Chicken Coop Plans
3. Site Context/Aerial Imagery
4. Draft Development Permit 23-082

Author: Shari Edgington CET, Development Officer	Date: July 2, 2023
Supervisor/Director Signature: Scott Grieco, Director of Operations	Date: July 5, 2023
CAO Signature: 	Date: 6 July 2023

## URBAN RESERVE DISTRICT (UR)

General Purpose:	To reserve land for future subdivision and development until an overall plan is prepared for and approved by Council.
Permitted Uses:	Nil
Discretionary Uses:	<p>Accessory uses</p> <p>Billboard signs – maximum of 2 signs per quarter section with a minimum separation distance of 600 m between signs [2011-01]</p> <p>Existing residence and other related improvements</p> <p>Farms and farming operations, excluding feedlots</p> <p>Greenhouse wholesale [2013-06]</p> <p>Mechanized excavation, stripping and grading</p> <p>Parking facilities for uses in this District</p> <p>Public utility buildings</p> <p>Signs</p> <p>Temporary buildings</p> <p>Uses that will not, in the opinion of the development authority,</p> <p>(1) materially alter the use of the land from that existing on the date the land was designated to this Land Use District, or</p> <p>(2) conflict with future urban expansion</p> <p>Any use that is similar, in the opinion of the development authority, to the discretionary uses described above.</p>
The following regulations apply to all uses:	
Minimum Parcel Area:	All the land contained in the existing Certificate of Title, unless otherwise approved by the development authority, having regard to future use of the parcel and the form of future subdivision and development.
Outdoor Storage and Display:	<ol style="list-style-type: none"> <li>Outdoor storage shall be screened</li> <li>Outdoor display shall be screened from residential Districts</li> </ol>
Supplementary Regulations:	All uses must also comply with the regulations in Schedule B and Schedule D. [2011-01]



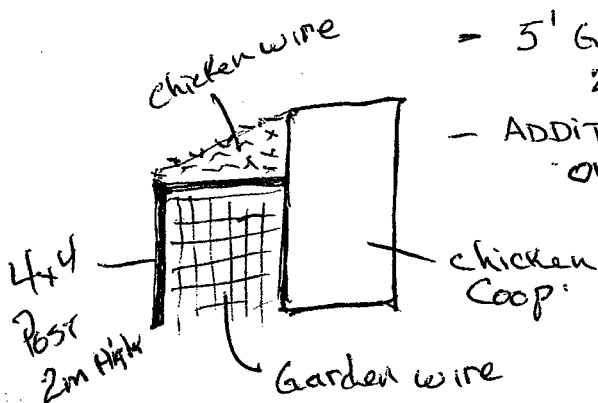
- TOTAL Chicken Coop + Run = 96 sq ft.

Building - WOOD STRUCTURE with painted exterior.

Fence Enclosure - 4x4 posts 2m high.

- 5' Garden wire (UFA)  
2 inch x 4 inch Squares.

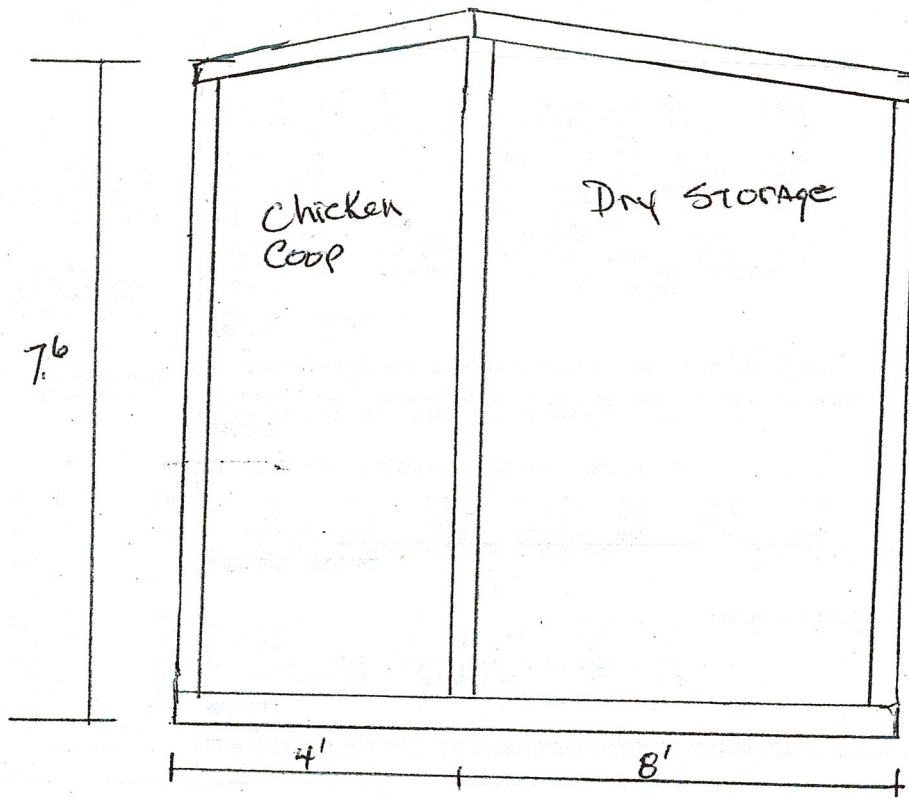
- ADDITIONAL chicken wire (UFA)  
OVER TOP OF RUN



Chicken Coop

James Rosenberger

403-586-5086.

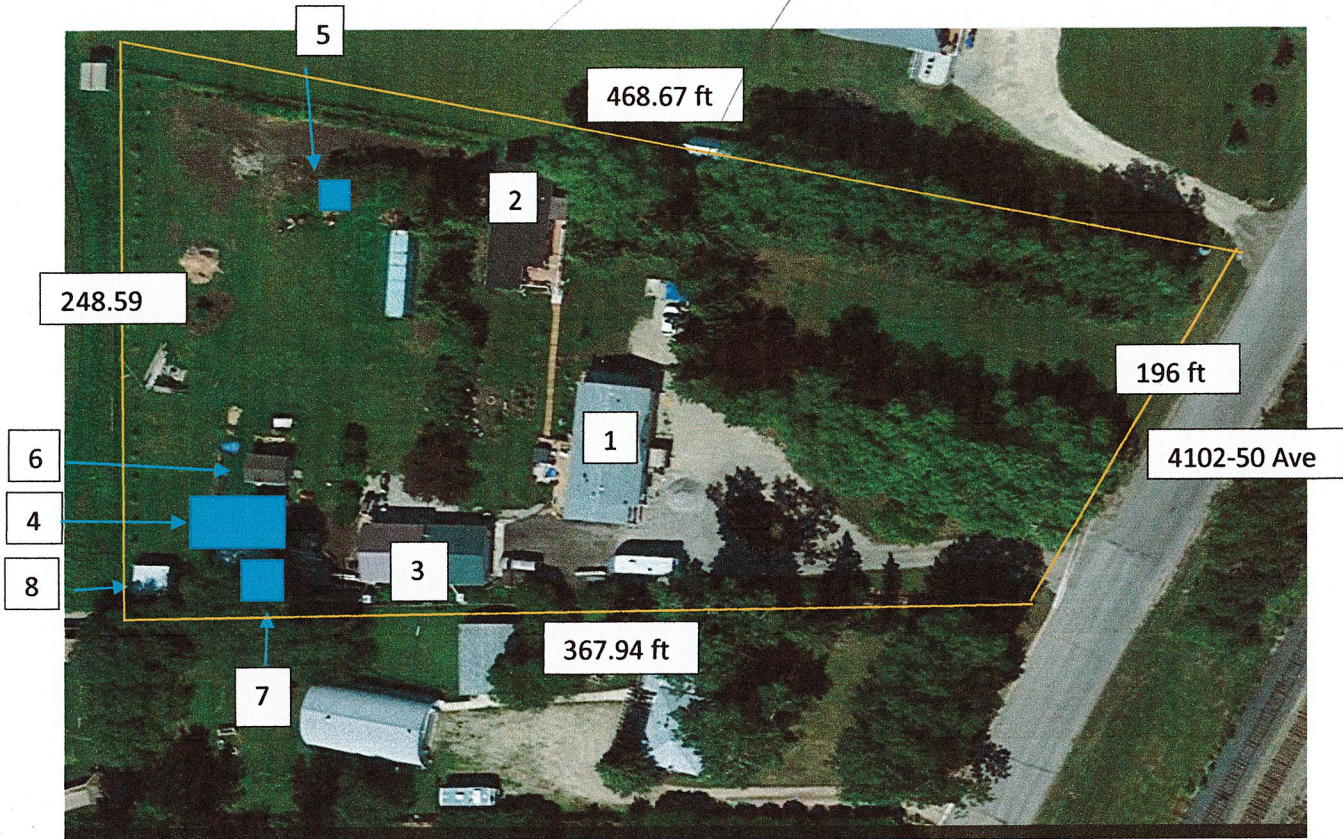


- Existing Building From OLD Farm Site
  - 2x4 Construction
  - 1/2 Plywood Inside AND OUTSIDE.
  - metal Roof.
  - No Electrical
1. Painted.



June 2023

560 cars  
tube review  
580



- 1. Main house 27 x 63**  
160 from front property line  
38 from south property line
- 2. Secondary house 22 x 44**  
10 from north property line
- 3. Garage 51 x 24**  
12 from south Property line
- 4. 30 x 40 tent structure**  
33 from west Property line  
30 from south Property line

- 5. 12 x 12 building (existing)**  
Partial use as Chicken shed (9850 FT Coop + Run)  
48 from north Property line  
75 from west property line
- 6. 10 x 16 shed (existing)**  
60 from west property line
- 7. 20 x 16 barn (existing)**  
12 from south Property line
- 8. 16 x 16 stable (existing)**  
8 from south property line  
8 from west property line

NOTE: DISTANCE IN FEET



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## **DEVELOPMENT PERMIT DP23-082**

**Proposal:** Accessory Building (Chicken Coop)

**Deemed Use:** Discretionary Use – Chicken Coop

**Land Use Bylaw Designation:** (UR) Urban Reserve

**Civic Address:** 4102 50 Avenue

**Legal Description:** Lot -, Block 1, Plan 931 1714

**Applicant / Owner:** Elizabeth Hoddinott/James Rosenberger

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

1. The development must be constructed in accordance with the approved plans and conditions. Any revisions to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority. The approved site plan is attached.
2. The chicken coop must be a minimum of 1 metre from the rear and side property lines.
3. Surface water runoff must be managed by means of eave troughs and downspouts so that it does not adversely affect adjoining properties
4. The building height shall not be more than 4.5 metres (14.76 ft) in height and shall not exceed the height of the main dwelling.
5. If the development authorized by a development permit is not commenced within 12 months from the date of issue, nor carried out with reasonable diligence, such permit approval ceases and the permit itself is deemed void, expired, and without effect, unless an extension of this period has been previously granted.
6. The Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw.
7. The Development Authority be able to do an on site inspection of the building prior to January 10, 2023 to ensure that only 48ft<sup>2</sup> is being used for the chicken coop.
8. The applicant shall meet all of the requirements of the regulatory bodies.
9. Use and development of the subject site shall conform to all other applicable requirements of the Town of Olds Land Use Bylaw 01-23 except where a relaxation has been expressly granted.

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Shari Edgington CET, Development Officer

Date of Decision: July 10, 2023

Date of Notice in Newspaper: July 18, 2023

Effective Date of Permit: July 31, 2023



Request for Decision

## Chief Administrative Officer Report

July 10, 2023,

### RECOMMENDATION

**That the Chief Administrative Officer Report be accepted for information.**

### STRATEGIC ALIGNMENT

*Our residents and town staff actively communicate and engage with us through open dialogue.*

*Our community is supported and enabled through skillful governance.*

*Our thriving community is built on strong and collaborative relationships.*

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

### LEGISLATIVE AUTHORITY

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

### BACKGROUND

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

### RISK/CONSEQUENCES

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

### FINANCIAL CONSIDERATIONS – N/A

### ATTACHMENTS

1. Action Item List
2. Winter Drive
2. RAP Summary June

Author:	Chylla Nault Executive Support-CAO & Council	Date: July 5, 2023
CAO Signature:	Brent Williams	Date: June 5, 2023

## Council Action Items

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Number	Item	Date Added	Status	Note
2023-01	Create an RFD for CSB Bylaw Review	06-Jan	Complete	
2023-02	Bring forward further FCSS restructuring information	06-Mar	Complete	
2023-03	Build recurring reporting on Org Review Implementation	06-Mar	Complete	
2023-04	Bring forward community grants policy	03-Apr	Complete	
2023-05	Bring forward LUB amendments regarding setbacks in R4 districts	24-Apr	Complete	
2023-06	Research changes to approvals in Direct Control Districts	08-May	Incomplete	TBD
2023-07	Bring back CSB review plan following consolidation	23-May	Complete	
2023-08	Invite Minister McIver to Olds	26-Jun	Complete	
2023-09	Bring forward speed radar information	05-Jul	Complete	
2023-10	Schedule councillor engagement sessions	05-Jul	Incomplete	End of July

## Winter Drive Speed Radar Stats

**June 27<sup>th</sup> to June 28<sup>th</sup>**

Number of Offences	Speed in km/h
6	51
3	52
4	53
1	54
2	56
1	57
1	58
1	59
1	71

- Radar Duration – 21 hours, 55 minutes
- Total – 665 vehicles recorded
- Vehicles Over 50km/h: 19
- Vehicles Not Over 50km/h: 636
- Total number of potential offences (i.e., tickets): 6

**June 30<sup>th</sup> to July 4<sup>th</sup>**

Number of offences	Speed in Km/h
1	72 (nothing else at 70 or above)
6	65 or above
15	60-65
83	50-60

- Radar Duration: 4 days, 5hrs or 101hrs total
- Total: 2883 vehicles recorded
- Highest speed: 72 was highest speed at 0140hrs (nothing else at 70 or above)
- 65km/h or above: 6
- 60 -65 km/h: 15
- 50 – 60km/h: 83
- Total number of potential offences (i.e., tickets): ~35
- Total of vehicles over 50 is 3.6%

<b>Start</b>
1-Jun-23

<b>End</b>
30-Jun-23

77

<b>2023 RAP Summary</b>			
<b>Type of Problem</b>	<b>Number Received</b>	<b>Problems Closed</b>	<b>Problems Open</b>
Bylaw: Animals	0	0	0
Bylaw: Other Enforcement	1	0	1
Bylaw: Parking	0	0	0
Bylaw: Unsightly Property	0	0	0
Ops: Road Issues	5	0	5
Ops: Back Alleys	4	0	4
Ops: Sidewalks	4	0	4
Ops: Utilities & Garbage Collection	2	0	2
Ops: Drainage	3	2	1
Other	5	3	2
P&R: Olds Aquatic Centre	0	0	0
P&R: Sportsplex	0	0	0
P&R: Parks & Trails	13	12	1
Town Administration	1	1	0
Traffic: Speed	0	0	0
<b>Total</b>	<b>38</b>	<b>18</b>	<b>20</b>





Request for Decision

**Correspondence and Information**

July 10, 2023,

**RECOMMENDATION**

That the Correspondence and Information Report ending July 10, 2023, be received for information.

**STRATEGIC ALIGNMENT**

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

**LEGISLATIVE AUTHORITY**

Council Communication Response Policy

**BACKGROUND**

The Correspondence and Information Report is a collection of general information received at the Town Office and is provided to 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	Alberta Transportation and Economic Corridors	Strategic Transportation Infrastructure Program (STIP) Economic Stimulus Resource Road Program

**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:	Chylla Nault Executive Support-CAO & Council	Date: July 5, 2023
CAO Signature:	Brent Williams	Date: July 5, 2023

Office of the Infrastructure Manager  
Central Region

401,4920-51 Street  
Red Deer, Alberta  
Canada T4N 6K8

Telephone 403/340-5166  
Fax 403/340-4810

1560-OLDS-RRP

June 26, 2023

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

Dear Mayor Dahl:

**Re: Strategic Transportation Infrastructure Program (STIP)  
Economic Stimulus Resource Road Program**

Please be advised that a grant in the amount of \$600,000.00 is being processed for the Town of Olds. This represents the final payment for the South East Industrial Park project, under the Resource Road Program component of the Strategic Transportation Infrastructure Program- Economic Stimulus (STIP-ES).

A total grant amount of \$3,000,000.00, which represents 50 percent of the total eligible project costs has been paid to the Town of Olds for this project. I appreciate your continued commitment to develop your municipal infrastructure.

If you have any questions, please contact me at (403) 340-5069.

Sincerely,



Denette Leask  
Infrastructure Technologist