



**Regular and Closed Council Meeting Agenda
for Monday, June 28, 2021 at 1:00 p.m.
to be held electronically via Council Chambers,
Town Office at 4512 – 46 Street, Olds, AB**

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

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

Join Zoom Meeting

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

1. CALL TO ORDER

A.) ADDED ITEM(s)

B.) ADOPTION OF THE AGENDA

2. ADOPTION OF PREVIOUS MINUTES

Pages 3-13 2A) Regular Council Meeting Minutes – June 14, 2021

3. PRESENTATION AND DELEGATIONS

Items (3A & 3B) business will be conducted under CLOSED SESSION

3A) Delegation: Brownlee Law

FOIP Section 27 – Privileged information

3B) Delegation: Century Group

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

Upon completion of these two (2) closed session items the meeting will reconvene in public forum.

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

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

Pages 14-43 3C) Delegation: Municipal Affairs - COVID-19 After-Action Report

4. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS

5. BYLAWS

Pages 44-47 5A) Bylaw 2021-10 Amendment to Land Use bylaw 01-23

6. NEW BUSINESS

Pages 48-50 6A) Proclamation: National Drowning Prevention Week July 19-25

Pages 51-56 6B) Sponsorship-Mountain View Seniors Housing Foundation Golf Classic

Pages 57-60 6C) Sponsorship-Olympics - Danielle Lappage

7. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

Pages 61-100 7A) Reports from Council, Boards and Committees

8. QUARTERLY FINANCIAL POSITION UPDATE

9. CORRESPONDENCE AND INFORMATION

Pages 101-117 9A) Correspondence and Information

CLOSED SESSION

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

Upon completion of closed session, meeting will reconvene in public forum.

10. ADJOURNMENT

PUBLIC INFORMATION:

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

CLOSED SESSION INFORMATION:

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

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

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

Queries to Council during Council Meetings:

Excerpts from Town of Olds Procedural Bylaw

Conduct of Meetings

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

Delegations

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

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



Request for Decision

Adoption of Meeting Minutes

June 28, 2021

RECOMMENDATION

That the minutes from the June 14, 2021, 1:00 p.m., Regular Council meeting be adopted as presented.

That the minutes from the June 25, 2021, 1:00 p.m., Special Closed Council meeting be adopted as presented.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

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

The chief administrative officer must ensure that

(a) minutes of each council meeting

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

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

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

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

Town of Olds Procedural Bylaw 2020-15.

BACKGROUND

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

RISK/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS – N/A**ATTACHMENTS**

1. Prior to Adoption: Regular Council meeting minutes of June 14, 2021.
2. Prior to Adoption: Special Closed Council meeting minutes of June 25, 2021

| | | |
|----------------|--------------------------------------|---------------------|
| Author: | Marcie McKinnon Legislative Clerk | Date: June 25, 2021 |
| CAO Signature: | Michael Merritt | Date: June 25, 2021 |

PRIOR TO ADOPTION

Minutes of the Town of Olds Regular and Closed Council meeting conducted electronically through ZOOM Meetings on Monday, June 14, 2021 at 1:00 p.m. in the Council Chambers, at the Town Municipal Office.

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

PRESENT – ELECTED OFFICIALS:

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

ABSENT– ELECTED OFFICIALS:

Participating virtually in the Regular meeting of Council – STAFF:

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

1. CALL TO ORDER

Mayor Muzychka acknowledged that the Town of Olds is on the traditional territories of the people of the Treaty 7 Region of Alberta, which includes the Blackfoot Confederacy (the Siksika, Piikani, and Kainai First Nations), as well as the Tsuut'ina First Nation and the Stoney Nakoda (the Chiniki, Bearspaw, and Wesley First Nations). This area is also home to the Métis Nation of Alberta, Region 3. We are all Treaty People.

Recently, we learned of the discovery of the remains of 215 children at the former site of a Residential School in Kamloops, BC. Our hearts go out to the survivors, families and communities impacted by this situation and the dark legacy of Residential Schools across our country and right here in our own province.

We would also like to take a moment to recognize the tragic loss of a family in London, Ontario last week. This was a racially motivated, targeted attack on members of the Muslim community.

The events over the last few weeks have brought to the foreground the responsibility that we all have to combat racism and other forms of discrimination in communities across this nation. We recognize that our community too, has a lot of work to do to ensure that all residents and visitors enjoy a sense of belonging, feel safe being who they are and can honestly say that Olds, Alberta is a town where diversity is celebrated and adds to the social and economic vibrancy of the community.

On May 25th Council moved to endorse the Declaration to join the Canadian Coalition of Inclusive Municipalities as a commitment to fostering a Welcoming and Inclusive Community and we look forward to sharing more about what that will look like and entail in the next couple weeks.

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

A.) ADDED ITEM(s)

None

B.) ADOPTION OF THE AGENDA

Moved by Councillor Ryan, "to accept the agenda for the Monday, June 14, 2021 at 1:00 p.m. regular council meeting, as presented."

Motion Carried 21-230

2. ADOPTION OF PREVIOUS MINUTES

2A) Regular Council Meeting Minutes – May 25, 2021

Moved by Councillor Blatz, "to accept the regular Council meeting minutes from May 25, 2021, as amended." (Amendment under Reports add Parkland Regional Library Board / 2022 and adding time on C. Overwater's motion on Page 7 of the minutes.)

Motion Carried 21-231

3. PRESENTATION AND DELEGATIONS

3A) Emergency Management Agency – COVID Update

Acting Deputy Director of Emergency Management Jennifer Lutz provided Council verbal update on the status of COVID in the community. Mrs. Lutz Informed Council that they will be deactivate the ICP after this meeting officially with the province.

The ICP has had three rounds; March 16-30, 2020; December 1, 2020 to March 2, 2021; and April 1st to June 14 (today), 2021.

The Province entered Step II of the re-launch on June 10, 2021 and are anticipating moving into Step III end of June/July based on vaccination numbers.

Moved by Councillor Bennett, "that Council accept the Emergency Managements verbal update on COVID-19 for information."

An update on Town Facility openings was provided by Acting Community Services Director, Michelle LaRoche, she indicated that we are adhering to all Alberta Health Services (AHS) regulations and restrictions.

Council discussion ensued on:

Use at ball diamonds

AHS Levels of access in each stage

Mrs. Lutz indicated that "After Action Report" is being prepared and will be brought back to Council.

The Emergency Management Team will remain to monitor the situation.

Motion Carried 21-232

4. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS

5. BYLAWS

5A) Bylaw 2021-14 Tax Penalty Amending Bylaw

Director Linderman indicated that Bylaw 2021-14 Tax Penalty Amendment Bylaw is only for 2021.

Moved by Councillor Harper, "that the Tax Penalty Amending Bylaw 2021-14 is given first reading."

Motion Carried 21-233

Council Harper asked Administration the total number of people or percentage of people that are currently on the tax plan and the number of properties that waited until Sept to pay their taxes.

Director Linderman did not have those numbers readily available however, will provide to Council.

Moved by Councillor Thomson, "that Tax Penalty Amending Bylaw 2021-14 is given second reading."

Motion Carried 21-234

Moved by Councillor Bennett, "that Council give unanimous consent for presentation of the third reading of Tax Penalty Amending Bylaw 2021-14."

Motion Carried 21-235

Moved by Councillor Blatz, "that Tax Penalty Amending Bylaw 2021-14 is given third and final reading."

Motion Carried 21-236

6. NEW BUSINESS

6A) Council Special Meeting – June 25, 2021 at 8:00 AM

Moved by Councillor Overwater, "that Council call a Special Closed Council Meeting for Friday, June 25, 2021 at 8:00 am, to be held virtually through ZOOM Meetings, to receive and review the recommendations of the Broadband Investment Committee."

Motion Carried 21-237

6B) Budget Adjustments

CAO Merritt and Director Linderman spoke to the budget adjustment before council regarding the opportunity to obtain a well-equipped used police vehicle.

Moved by Councillor Ryan, "that Council approves the adjustment to the 2021 approved capital budget in the amount of \$43,000 for a total 2021 Capital Budget of \$12,942,919 as presented."

Motion Carried 21-238

6C) Council Policy 103C Terms of Reference

Moved by Councillor Bennet, "that Council approve Council Policy 103C Terms of Reference, as presented."

Motion Carried 21-239

7. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

8. QUARTERLY FINANCIAL POSITION UPDATE

9. CORRESPONDENCE AND INFORMATION

9A) Correspondence and Information

CAO Merritt spoke to the items contained in the correspondence and information as contained

in the agenda package.

Moved by Councillor Blatz, "that the Correspondence and Information Report ending June 14, 2021 be received for information."

Motion Carried 21-240

CLOSED SESSION

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

Moved by Councillor Overwater, "that Council move to closed session in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 16 at 1:31 p.m. with CAO Merritt, Mr. Craig Teal from Parkland Community Planning Services (PCPS) along with Director Wagstaff, Director Linderman, Ben McPhee to remain in attendance."

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

Motion Carried 21-241

Director Andrew, Monica Leatherdale and Marcie McKinnon along with the public participants were moved to the waiting room of the meeting platform at 1:32 p.m.

Moved by Councillor Harper, "that the meeting reconvene to the regular Council meeting at 2:27 p.m.."

Motion Carried 21-242

Mayor Muzychka recessed the meeting at 2:27 p.m.

Mayor Muzychka reconvened the meeting at 2:40 p.m.

Administration moved staff from waiting room back to the meeting at 2:40 p.m.

RISE AND REPORT

Moved by Councillor Harper, "that Council approves the transfer of "Plan 2183JK All that portion of Street adjoining the south boundary of Lot 1 Block 8 Plan 2183JK and lying between the production southerly of the east and west boundaries of said Lot 1 contained within Plan number to be assigned by Alberta Land Titles," in the amount of 0.115 hectares more or less to 1845870 Alberta Ltd, in exchange for 0.053 hectares more or less of land from Lot 1, Block 8, Plan 2183JK for road purposes."

Motion Carried 21-243

Moved by Councillor Thomson, "that Council agrees to the use of Lot R-1, Block 8, Plan 2183JK as a shared parking area with the owner of Lot 1, Block 8, Plan 2183JK and authorizes Administration to prepare and enter into an agreement for this purpose subject to:

the owner of Lot agreeing to:

- construct the parking stalls and landscaped areas on Lot R-1 and the 57 Avenue boulevard adjacent the parking area;
- provide ongoing annual maintenance of the parking in Lot R-1 including snow and ice control and all other routine maintenance;

- undertake long term replacement of the pavement surface once the useful life of the pavement has been reached, as determined by the Town of Olds;
- provide an access easement to the Town for vehicles operated by the general public to enter/exit the parking stalls from Lot 1;
- direct employee parking related to the commercial uses on Lot 1 away from the parking stalls on Lot R-1 to reserve their use for customers and the general public; and

the Town of Olds agreeing to

- allow shared use of the 17 parking stalls in Lot R-1; and
- not restrict or limit parking in the 17 parking stalls in any way that prevents or limits their use by customers of the commercial uses on Lot 1.

Motion Carried 21-244

10. ADJOURNMENT

Moved by Councillor Overwater, "that this meeting be adjourned at 2:46 p.m."

Motion Carried 21-245

Michael Muzychka,
Mayor

Michael Merritt,
Chief Administrative Officer

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

PLEASE NOTE: Live streaming of Town of Olds Council meeting began in October of 2020. To watch recordings of council meetings please visit the Town of Olds – YouTube Channel.

PRIOR TO ADOPTION

Minutes of the Town of Olds Special Closed Council meeting held electronically on Friday, June 25, 2021 at 8:00 a.m. through Zoom Meetings in the Council Chambers, at the Town Municipal Office.

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

PRESENT – ELECTED OFFICIALS:

In the Chair, Mayor Michael Muzychka (from Chambers)

ELECTRONICALLY PRESENT – ELECTED OFFICIALS:

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

ABSENT– ELECTED OFFICIALS:

ELECTRONICALLY PRESENT for the Regular meeting of Council – STAFF:

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

1. CALL TO ORDER

Mayor Michael Muzychka called the meeting to order at 8:21 a.m.

A.) ADDED ITEM(s)

None

B.) ADOPTION OF THE AGENDA

Moved by Councillor Overwater, “to accept the agenda for the Friday, June 25, 2021 Special Closed Council meeting, as presented.”

Motion Carried 21-246

2. CLOSED SESSION

Section (5) business will be conducted in a CLOSED SESSION under FOIP as follows:

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

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

FOIP Section 27 – Privileged Information

Moved by Councillor Blatz, “that Council move to closed session in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 16, 25 and 27 at 8:22 a.m. with CAO Merritt, Director Wagstaff, Director Linderman, Monica Leatherdale and Marcie McKinnon to remain in attendance.”

Motion Carried 21-247

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

Public participants were moved to the waiting room of the meeting platform at 8:22 a.m.

Moved by Councillor Harper, "that the meeting reconvene to the regular Council meeting at 8:43 a.m."

Motion Carried 21-248

Mayor Muzychka recessed the meeting at 8:43 a.m.

Mayor Muzychka reconvened the meeting at 8:53 a.m.

Administration moved staff from waiting room back to the meeting at 8:53 a.m.

RISE AND REPORT

Councillor Overwater read the following resolution into the record:

**RESOLUTION
TOWN OF OLDS
REGARDING OLDS INSTITUTE AND OLDS FIBRE**

WHEREAS:

- A. The Town of Olds (the "Town") has provided financial support to Olds Institute for Community and Regional Development ("Olds Institute") in the creation of the Olds Connected Community Network ("OCCN"), and the creation and operation of Olds Fibre Ltd. ("Olds Fibre") and its services to Town residents and businesses and surrounding area ("O-NET"), in the form of secured loans and guarantee of bank indebtedness totaling in excess of \$18 Million dollars;
- B. The Town became increasingly concerned that the pursuit of other and alternative financing or funding for the operations of OCCN and O-NET by either Olds Institute or Olds Fibre represented increased risks to the Town as the primary secured lender, as well as risks to the communities and individuals from whom additional financing or funding was sought;
- C. Due to the level of debt carried by the Town to facilitate the financial supports, the debt limit that is imposed upon the Town under provincial legislation, the financial support for the OCCN network has placed significant constraint on current and long term planning for the Town of Olds, in May 2020 the Town required that Olds Institute and Olds Fibre pursue opportunities for other investment or sale in order to reduce risks to the Town and residents, and relieve in whole or in part the financial debt limit burden carried by the Town;
- D. Pursuant to the Town's loan and security agreements in place, the Town issued a Forbearance Agreement in favour of Olds Institute and Olds Fibre in May of 2020, to permit a reasonable amount of time and opportunity for Olds Institute and Olds Fibre to pursue opportunities for other investment or sale before requiring repayment of Town loans. The forbearance periods have been extended 3 times in order to continue to provide reasonable time period and opportunities;
- E. Concurrent with the Forbearance Agreement, through the Town's legal counsel the Town retained BDO Canada Ltd. as a financial advisor to review the financial positions of Olds Institute and Olds Fibre, and provide advice as to the current abilities of, and future prospects for Olds Institute and Olds Fibre to substantially reduce the outstanding loans and financial assistance provided by the Town;

- F. The financial advisor's assessment confirmed that the success and the long term financial viability of the operation of the OCCN and O-NET is dependent upon expansion of service beyond the Town's boundaries, and/or dependent upon significant new capital investment, and all still subject to substantial delays in generating the necessary revenues from such expansions, none of which the Town was willing or financially able to provide, absorb or carry;
- G. The Town created a Broadband Investment Committee, in order to receive information and updates from Olds Institute and Olds Fibre, to receive the recommendations of the Town's financial advisor and legal counsel, and to make recommendations to Town Council as to decisions in relation to the administration of the Town's investment in and support of the OCCN and O-NET;
- H. Despite the time and opportunities provided, Olds Institute and Olds Fibre have been unable to generate interest or offers that would be capable of satisfying the Town's need for substantial reduction or elimination of the Town financial supports for the OCCN and O-NET;
- I. In order to allow the Town to continue to support the OCCN and O-NET, and in order to continue to support and ensure the operation and delivery of services, and on the basis of recommendations and advice received, the Town has determined that the ownership and control of OCCN and O-NET and other assets and operations of Olds Institute and Olds Fibre must be reorganized for the purposes of continued operations and eventual marketing and sale.

NOW THEREFORE BE IT RESOLVED THAT:

- 1. The recommendations of the Broadband Investment Committee, together with the recommendations of the Town's financial advisor and legal counsel, be accepted by Council.
- 2. The period of forbearance under the Forbearance Agreement with Olds Institute and Olds Fibre shall not be renewed or extended any further.
- 3. The Town's legal counsel are directed to proceed with the seeking of the appointment of a receiver and receiver/manager of Olds Institute and Olds Fibre, with a view to seeking a reorganization of assets and operations for the purpose of continued operation under a Town-controlled corporation, and potential marketing and sale.

Moved by Councillor Thomson, "that Council defer the matter/decision for thirty (30) days until adequate reporting can be provide to Council."

Motion Defeated 21-249

The Mayor called for the vote on the resolution currently on the floor.

Motion Carried 21-250

Councillor Blatz read the following resolution into the record:

RESOLUTION _____
TOWN OF OLDS

REGARDING THE PUBLIC HEARING FOR THE ACQUISITION OF SHARES OF OLDS
FIBRE LTD. ("OFL") AND CONVERSION OF OFL INTO A MUNICIPALLY CONTROLLED
CORPORATION

WHEREAS:

- J. Pursuant to Resolution ____ allowing the appointment of a receiver and receiver/manager of Olds Institute for Community and Regional Development ("**Olds Institute**") for the purpose of seeking a reorganization of assets and operations of the same, the Town of Olds (the "**Municipality**") wishes to acquire all of the shares of Olds Fibre Ltd. ("**Olds Fibre**"), a corporation incorporated pursuant to the *Business Corporations Act* (the "**BCA**"), from the sole shareholder, Olds Institute.
- K. The purpose of the acquisition of all of the shares of Olds Fibre by the Municipality is to ensure:
- a. continuity and quality in the provision of fibre optic internet services to the residents and businesses of the Municipality and the surrounding services areas,
 - b. acquisition of the Olds Connected Community Network currently owned by the Olds Institute,
 - c. ownership and proper operation and maintenance of the Olds Connected Community Network,
 - d. acquisition of the Mountain View Power assets and operations of Olds Institute, and
 - e. the proper operation and delivery of products and services of the Mountain View Power assets and operations.
- L. Acquisition of all of the shares of Olds Fibre by the Municipality will effectively change the nature of Olds Fibre into a municipally controlled corporation (an "**MCC**"). Pursuant to both the terms of Division 9 of Part 3 of the *Municipal Government Act* (the "**MGA**") and the *Municipally Controlled Corporation Regulation* (the "**MCC Reg**"), a municipality may only obtain and control a corporation incorporated pursuant to the BCA if certain preliminary steps are taken, which include the consideration of a business plan.
- M. The Council of the Municipality wishes to comply with all obligations under the MGA and the MCC Reg to obtain control of Olds Fibre through the acquisition of all of the shares in Olds Fibre and convert Olds Fibre into an MCC.

BE IT RESOLVED THAT:

1. The Municipality shall provide its notice of intention to hold a public hearing on July 26th, 2021 at 1:00 p.m. in the Council Chambers at 4512 46 Street in Olds, Alberta as required by sections 75.1, 75.5, 230 and 606 of the *Municipal Government Act* and Section 3 of the *Municipally Controlled Corporation Regulation*, as this draft notice of intention to hold the public hearing, prior to obtaining control of Olds Fibre by acquiring all of the shares of the same and converting Olds Fibre into an MCC.

The Mayor called for the vote on the resolution currently on the floor.
Motion Carried 21-251

3, ADJOURNMENT

Moved by Councillor Harper, “that this meeting be adjourned at 9:12 a.m.”
Motion Carried 21-252

Michael Muzychka,
Mayor

Michael Merritt,
Chief Administrative Officer

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

Prior to Adoption



Request for Decision

ICP COVID-19 After Action Report

June 28, 2021

RECOMMENDATION

That Council accept the Emergency Management After-Action Report on the Incident Command Post COVID-19 response as information.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

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

BACKGROUND

Incident Command System Trainer and Regulatory Consultant, Adam Payzant will provide a high-level overview of the Town of Olds Covid-19 Response After Action Report.

This report will be submitted to Alberta Emergency Management as part of the (EMPP) Emergency Management Preparedness Program grant requirement.

RISK/CONSEQUENCES

1. Council can provide feedback or recommendations being specific in what it wishes to direct as an alternate follow up.

FINANCIAL CONSIDERATIONS - Not known at this time.

ATTACHMENTS

1. COVID-19 Response After-Action Report Presentation (PDF)
2. After Action ICP Report 24 June 2021 with Appendix 1 & 2

| | | |
|----------------|--|---------------------|
| Submitted By: | Jennifer Lutz, Acting Director of Emergency Management | Date: June 24, 2021 |
| CAO Signature: | Michael Merritt | Date: June 25, 2021 |

COVID-19 Response After-Action Report

Presentation to Council:

June 28, 2021

Adam Payzant

Regulatory Consultant, ICS Trainer



Overview

- ▶ Executive Summary
- ▶ Lessons
- ▶ Actions
- ▶ Next Steps

After-Action Report

► Executive Summary

After-Action Report

► Lessons

After-Action Report

19

► Actions

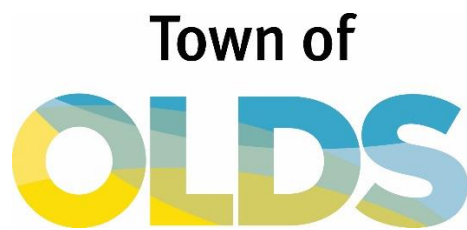
After-Action Report

► Next Steps

Questions or Comments?

After Action Review

COVID-19 Incident Command Post & Municipal Response



Report objectives and scope

This report will provide a review of the COVID-19 event including timelines, impacts, responses, and lessons learned. The report will focus on the Town of Olds and the associated response, despite the event having widespread global impacts. In addition to summarizing the actions taken by personnel in Olds this report will make recommendations for future actions Olds can consider for improved response preparedness.

Event Summary

During December 2019 and January 2020 news began to emerge from China regarding a novel Corona virus that was capable of human-to-human transmission. It quickly spread throughout the world and arrived in Alberta on March 16, 2020.

As part of the Alberta wide response, Olds was the 23rd municipality to activate an Incident Command Emergency Management structure establishing an Emergency Operations Centre (EOC) on March 16, 2020. That week, the Town office was closed to the public and staff who were able began working from home. The first case of COVID-19 in Olds was reported on the March 23, 2020, Situation Report. The first EOC was operational until July 8, 2020, reporting on 43 operational periods.

When the second wave hit Alberta, Olds re-activated an Incident Command Post on December 1, 2020, to March 2, 2021, with 9 operational reporting periods. The EOC transitioned to an Incident Command Post (ICP) for the second activation and for the purpose of this report, the EOC and the ICP will both be referred to as the ICP.

The ICP was re-activated again March 16 until June 14, 2021, to combat the third wave in Alberta and a localized spike of positive COVID-19 cases, including different strains of variants of concern in our community and in the central zone.

In addition to personnel from the Town of Olds there was ICP support provided by Alberta Emergency Management Agency (AEMA), Alberta Health Services (AHS), with on-going participation or communication from the Olds Hospital, and other AHS groups, Mountain View County, Mountain View Seniors Housing, Seasons Olds and Seasons Encore, Accredited Supports to the Community, RCMP, Olds College, Sundial, and CP Emergency Solutions. The Emergency Social Services (ESS) was also connected with 41 various community and local social service providers. The Business Recovery Task Force team was also established to connect and support local businesses.

Elected officials and the public were updated when the ICP was activated during all Regular Council meetings. Council also connected regularly with the Chief Administration Officer who served as the ICP Council Liaison for elected officials.

To date, the ICP was activated for 296 days, consisting of 65 operational periods. This included hundreds of completed objectives, 65 weekly Situation Reports and Incident Actions Plans that were supported by 26 staff members. Over 3100 staffing hours were tracked to support the COVID-19 response.

Costs attributed to the pandemic in 2020 were \$749,905 and at the time of this report, total costs are anticipating to be well over 1 million dollars. Costs include lost revenues, grant and recovery programs, staffing costs associated with the ICP and other COVID-19 related expenses (e.g. personal protective equipment, additional cleaning, facility modifications).

Description of the review process

Due to the extended duration of this event the ICP initiated an electronic “debrief” that occurred several times during the incident. These polls were called “Olds COVID Response Poll” during the activation. The intent behind this process was to ensure that personnel did not forget learnings or opportunities that occurred early in the activation. This approach ensured personnel that were involved in the ICP had an opportunity to debrief while their experiences were still fresh. This debrief process was facilitated using Google Forms which allowed responders to complete the polls at their convenience and without the need for any face-to-face interaction. The After-Action Polls were sent to ICP staff on the following dates:

- April 7, 2020
- April 22, 2020
- May 7, 2020
- June 5, 2020

To support learning, adapting, and to make any adjustments based on what staff were witnessing, two surveys seeking feedback on the Town of Olds COVID-19 response was sent to all Town of Olds employees on the following dates:

- October 19, 2020
- March 22, 2021

When the end of the first activation period was recognized, and as part of the demobilization plan, the EOC developed an Olds COVID-19 Debrief (OCD) form to complete a more comprehensive final activation period debrief. This OCD form was also facilitated using Google Forms to provide the same benefits as mentioned above.

Once the results were submitted by personnel the data was reviewed and information and learnings were shared with all Town of Olds staff and elected officials.

On April 8, 2021, the ICP was reactivated due to increasing case numbers and provincial mandates. The debrief for this activation period was facilitated in 2 main sessions held on Zoom as well as several small interviews to ensure complete coverage of key personnel and stakeholders. At the same time, a survey was also distributed via Google Forms to facilitate submission of additional comments.

The learnings from these debriefs can be found in Appendix A. Staff survey results, which are also included in this report, can be found in Appendix B.

Feedback and input from all the previously mentioned debriefs, surveys and polls has been summarized and included in this report.

Key Town of Olds readiness activities

- Member of the Mountain View Regional Emergency Management Agency
 - Prior to 2018, the Town of Olds worked exclusively under a regional ERP
- Creation of the Town of Olds Emergency Response Plan (2018)
- Town of Olds Emergency Response Plan update (2019)
- Town of Olds Emergency Response Plan Town of Olds exercise (2019)
 - ICS 100 Training (2019) was conducted the same day
- Updated Bylaw Emergency Management Bylaw 2019-15 (2019)
- Emergency Response Plan, Self and Risk Assessment updates, AEMA Review (Jan 2020)
- Mountain View Regional Emergency Management Agency ERP review (March 2020)
- Business Continuity Plan (BCP) update (2020)
- Virtual EOC Training to support new ICP staff (2020)
- Virtual ICS 200 (2021)

Key response activities

- Established ICP
- Established a general ledger (G/L) account and time tracking as soon as ICP was activated
- Determine suitability and triggers of State of Local Emergency (not declared)
- Close public facilities
- Started additional cleaning protocols, social distancing aids, PPE and protective barriers at all facilities
- Moved to virtual staff meeting environment, via ZOOM and Microsoft teams platforms
- Re-assigned staff from closed facilities to projects that could be moved-up in the priority list, and be safely done to prevent lay-offs where possible
- Revised facility risk and hazard assessments for all facilities
- Worked with staff on working from home arrangements (where possible)
- Contracted ICS trainer and regulatory consultant to support staff and the response
- Provided additional ICS training for staff, both online and “live” virtual sessions
- Cancel events
- Enacted Garage Sale Bylaw
- Supported AHS with education and enforcement, when required
- Drafted Mask Bylaw (tabled and then Provincial Masking Orders came into effect)
- Communicated grant or wage sub for staff unable to work due to facility closures
- Enacted Rapid testing for Town of Olds staff, RCMP and Fire
- Compensation (financial or days off) was allocated for the additional ICP workload at the end of 2020.

Key recovery activities

- Business recovery, key program included:
 - Creation of the Business recovery taskforce
 - Creation of the Town of Olds Recovery Plan
 - Business re-opening Grants (2 rounds)
 - Development Permit fees waived
 - Two-month property tax extension
 - 90-day deferral for utility payments with optional 6-month payback period
 - “Grow Olds” program
 - Prioritized Outdoor Patio and development permit fee waived
 - Waived fees for Resident Annual Business Licenses
- Community recovery, key program included:
 - Successfully applied to have a regional childcare facility re-open (April 2020)
 - Supported grocery pickups and isolation checks
 - Offered virtual events and activities for the community
 - On-going Communication with Community Stakeholders
 - Enacted Drive-by celebration programs
 - Launched volunteer on-line database including Disaster Services Volunteer bank

Recommendations and key findings

Through-out the response to COVID-19 the Town of Olds operated the ICP at a high level. Their decision to activate an ICP early and run the response compliant to ICS and the Town of Olds ERP allowed Olds several advantages. External agencies often remarked that the quality of reporting, updates and communication were excellent. The quality of work coming from the ICP was a product of training and competency from Olds personnel. As a regional hub with hospital and other critical services, the choice to operate an ICP as needed. During this response, the ICP ensured that Olds was able to coordinate resources as well as external stakeholders.

The primary challenge noted after this activation was the duration of response. The response to this pandemic lasted approximately 16 months and as the needs of the incident shifted the ICP changed to support them. This constantly shifting needs combined with the duration and scale of the response was felt by all responders. Many were dealing with impacts to their personal lives while also managing an ICP role and supporting the needs of the municipality. The nature of this pandemic response created unique demands that required personnel to maintain regular job roles and ensure continuity in their capacity while also staffing a dynamic and high needs ICP job role. This demand extended over 16 months has led to burn out within the ICP response staff.

Successes

During the debriefs and surveys throughout the activation personnel provided many positive comments related to this response. The opportunity to learn new roles and engage with other Olds personnel in a new capacity ranked among the most common successes.

The demands of the COVID-19 response required Olds to operate an ICP virtually for the duration of the event. This requirement provided many learnings but proved to add value in unexpected ways. Throughout the activation Olds experienced excellent external stakeholder engagement. The key stakeholders included Alberta Health Services (AHS), Alberta Emergency Management Agency (AEMA), service providers, as well as industry partners. In addition to pre-existing relationships with these stakeholders it is believed that operating a virtual ICP was key to the enhanced engagement. The virtual ICP allowed all stakeholders to attend more meetings and updates from remote locations which removed the need to travel to and from the ICP. Making attendance easier at the ICP served to increase participation which led to an improved level of communication and operational awareness available to the ICP. External stakeholders also commented that they came to the ICP meetings because it provided them an opportunity to hear from multiple organizations easily.

The Town of Olds was well prepared for this pandemic due to proactive updates, training and planning that started in 2018. The training provided prior to this pandemic was augmented by ongoing training and mentoring during the activation. Olds put key ICP personnel through ICS 200 training during this ICP activation which proved valuable for all attendees. The ability to learn during the response was likely enhanced due to the foundational knowledge gained prior to COVID-19 and the associated ICP activation. During previous training and exercises the elected officials also learned about their role in emergency response and how they can support the ICP. During COVID-19, the Town of Olds elected officials demonstrated a strong understanding of ICS principles and the Emergency Response Plan. The officials allowed ICP personnel to make decisions within their jurisdiction and supported decisions even knowing many would not be popular with some members of the public.

During the pandemic, the Town operated under two management teams. The ICP managed COVID-19 related matters and the Town of Olds Executive Team was accountable for day-to-day oversight of the municipality. There were overlapping staff members, but each team had different people in leadership roles. In the early days of the pandemic there were some challenges with two leadership teams but those were quickly overcome. The teams met at minimum weekly to ensure that coordination and communication was achieved.

The principles of ICS including *Incident Action Planning*, *Manageable Span of Control*, *Management by Objectives* and *Accountability* were valuable in managing the COVID-19 response. The leadership structure enhanced the response and proved to be an effective and efficient process to manage the response and would be a recommendation for future large-scale events.

Opportunities for Improvement

The debriefs and staff surveys highlighted a few items that can be improved upon prior to the next ICP activation. There were also several items identified that are not within the direct control of municipal response personnel that will be discussed in this section.

There were multiple mentions of challenges with social media and engagement with the public. It was discussed that developing a more comprehensive social media engagement strategy would help with challenges in futures events. Although already mentioned in this report another concern from personnel was burn-out. The Town of Olds did a good job of identifying multiple individuals for each ICP role but due to the duration of activation there was still concerns with capacity and staffing levels. Considerations for Olds would be to continue developing capacity for all ICP roles. This involves identifying individuals that are well suited for ICP positions and providing training and development proactively for them.

The Town of Olds did not have an adequate supply of PPE and supplies on hand early in the pandemic. Some of the stock that was on hand was dated and could not be used. A minimal supply of PPE should be kept on-hand to support an adequate municipal response.

Some of the Town of Olds computer equipment and programs should be updated to better support conducting business virtually. It was identified there were staff that did not have access to computers with camera's that are necessary to fully participate in on-line meetings.

Challenges that Olds managed outside of their direct scope were focused around messaging from provincial agencies and departments. It was common for ICP leadership to learn about changing provincial mandates during public media updates from the province. This left ICP personnel reacting to significant changes with no notice. Often this type of issue put the municipality in a difficult position between the province and members of the public. In addition to reacting to changing mandates ICP personnel also experienced difficulty trying to interpret some of the mandates. The mandates issued by provincial agencies often lacked the necessary details for municipalities to apply them without interpretation. This was an opportunity for inconsistency and posed additional challenges with enforcement of these mandates. The Town of Olds was able to mitigate many of these challenges by working very closely with agency representatives. The cooperation with these agencies was supported by proactive training and relationship building as well as an efficient ICP that encouraged external stakeholder engagement.



Recommendations

The key lessons learned in this ICP activation support the path Olds has been on for several years. The Town of Olds has maintained funding to support a robust emergency management program included dedicated resources, planning and response training for ICP personnel.

Moving forward Olds should consider maintaining existing funds that allow for training, preparation, and response activities. This training could be provided to a wider audience to allow increased capacity for long duration events.

In addition to organization level training and preparation events each ICP section has smaller projects that should be coordinated and actioned before lessons are forgotten. These projects include develop social media plans, establishing municipal email etiquette standards and digitizing role specific information found at the ICP as well as many other items that can be found in the AAR Debrief Summary and Staff Survey.

Conclusion

Every level of government, including the Town of Olds faced an unprecedented pandemic response that lasted over 16 months. Although Olds had comprehensive training and planning, the duration and complexity of the event still proved to be challenging. Decisions made early set Olds and the ICP up for success and the personnel were able to maintain that success throughout the response. Despite burnout issues and many challenging times, the ICP personnel continued to manage the needs of the incident and deliver quality leadership.

The Town of Olds received multiple comments from provincial agency representatives and industry partners about the success of this ICP. Town Council, the CAO, and the Town of Olds Executive Team also expressed sincere gratitude and appreciation to everyone who played a role in supporting the organization and community during the pandemic.

COVID-19 is still with us, and the Town of Olds response is not over. While the ICP was deactivated on June 14, 2021, the day-to-day Emergency Management Team will continue to monitor and assess the current situation and COVID-19 recovery efforts are on-going. Moving forward along the same path that Olds began on in 2018 will ensure that the community will excel during all future ICP activations as well.

After Action Report Debrief Summary



GENERAL INFORMATION

Incident Name: COVID-19 Response
Dates: March 2020 to June 2021
Location: Town of Olds
Contact: Jennifer Lutz
Facilitator: Adam Payzant
Email: adam@cpenergysolutions.ca

SUMMARY

Overview: This report is to summarize the findings identified during several debrief and staff feedback sessions and surveys.

Objective: The priority of the sessions and surveys was to provide staff, personnel, and stakeholders with an opportunity to identify components of our response that were successful as well as other components that can be improved upon.

DATA

The data in this summary was primarily gathered from 2 debrief sessions held on June 15, 2021. The sessions were held remotely over Zoom and were attended by key ICP personnel in the morning session with town counsellors and provincial agency representatives attending in the afternoon session. These sessions were focused around 6 questions designed to promote discussions related to the COVID-19 response within the Town of Olds. The responses to each of the 6 questions can be found in this summary although feedback from both sessions has been combined for this summary.

In addition to the debrief sessions a debrief survey was distributed to response personnel. Information collected in ICP polls submitted throughout the response have been captured in this report.

ANALYSIS

What issues did you experience during your COVID19 response involvement?

- Burn out – not being able to step out of the incident.
- Burn out – having the incident impact both work and personal life meant no reprieve.
- Splitting management functions – early in the incident it was difficult to split management functions with ICP.
- Balancing 2 job roles – the duration and nature of this incident required all participants to maintain their day-to-day job roles as well as the ICP role. This, at times, created stress between participants with significantly different authority in day-to-day vs ICP job functions.
- Balancing 2 job roles – Finding a balance when both roles required priority response. Example having an ICP role and being a firefighter.
- Duration of ICP activation – Plans and practice always designed for short-term events. No planning or preparation was made for an ICP activation that spanned 16 months.
- Work pace – The nature of ICP work was often changing from high demand and short timelines to slow and then back again. This made it tough to find a rhythm.
- Provincial declaration of emergency – At times translating provincial requirements to town specific application proved difficult.
- ICP leadership – The ICP leadership became very involved with tactics at times. The role of ICP leadership is purely strategic.
- Information flow – There were too many emails being sent. Can we establish an email etiquette to standardize the expectations for communications?
- Information flow – It was difficult to find a balance between leaving people out and including too many people.
- Unclear compensation – There has not been enough clarity on how personnel will be compensated for work 2 jobs for the duration of this ICP activation.
- Understanding jurisdiction – There was difficulty identifying who needed to be involved in brainstorming vs who needed to be involved for approval in certain situations.
- Technology – Google Docs was not always easy to work in.
- Understanding job role – It wasn't always clear for everyone how to stay in their "swim lane" without crossing into another role.
- Technology – The digital ICP did not allow the same amount of side conversations that are important during a response.
- Mutual Aid – The existing MOU with Olds Fire made it difficult to support the ICP and work with mutual aid partners.
- Logistics – Early in the response it was difficult to find PPE and other resources due to an increase in worldwide demand.
- Economic Task Force – There was some confusion around this task force and their roles/responsibilities.
- ICP Activation – Understanding when and why the ICP was being activated was unclear to some.
- AHS Direction – There were challenges understanding and interpreting the AHS orders

- GoA Communications – Communications from the province were sometimes unclear and came without any notice to the municipalities.
- Social Media – Lots of feedback from social media related to certain events/decisions.
- Evolving situation – There was a constantly changing situation with moving expectations, evolving knowledge and expectations.
- Technology – Meeting remotely did not allow for the same type of information transfer as in person meetings.
- Restrictions – Guidelines limited access of families to sick and dying individuals.
- Unclear requirements – There were questions around how quarantines and other restrictions impacted first responders and emergency services.
- Lack of compliance – There was a growing lack of compliance during the last wave of COVID-19 restrictions.

What worked well during your COVID19 response involvement?

- Process – There was a well-established process and expectations for each role in the ICP.
- Guidance – Having access to the EM consultant and the AEMA field representative allowed us to stay on track.
- Resources – The resources available were easy to find and updated.
- IAPs – The IAPs acted as a source of updates regularly through-out the activation.
- Duration – The extended duration of this incident allowed everyone to learn on the fly and provide cross training to multiple individuals and roles.
- Leadership – The DEM and DDEMs were successful in keeping the ICP on target.
- Meetings – The objective meetings helped move items forward and were held at appropriate frequency based on incident needs.
- Social media – Everyone now understands the importance of social media and the value of quick messaging.
- Support – The ICP personnel supported each other inside and outside of the ICP during the activation.
- Training – The ability to take EOC and ICS 200 training while part of an active response helped with understanding.
- Commitment – The command staff were able to hold firm on decisions even when they were unpopular.
- ICS Knowledge – The ICP personnel and external stakeholders were able to operate with strong ICS fundamentals throughout the activation.
- Strategic – The ICP and command staff were able to think strategically and long term because the ICP general staff were doing a good job supporting incident needs.
- Support – The CAO was able to provide needed support when questions and feedback came from the Mayor or Council.
- Communication – The executive team and DEMs shared the right amount of information at the right time to allow other ICP personnel to remain informed.
- Training – Personnel were able to use training from previous positions in this activation, even if it was not traditionally part of their day-to-day job with the Town of Olds.
- Early Response – ICP was activated proactively and items such as cost tracking were organized very early.

- External stakeholder – Strong involvement from many external stakeholders including GoA agencies, industry partners and local service providers. Could have been supported by the ease of digital ICP meetings.
- Support – Strong leadership in the ICP allowed elected officials and CAO to provide support.
- Openness - No judgement from others in the ICP, everyone was open to learn.
- Openness – It was not possible to work in silos during this activation so the response forced personnel to work with others they may not have previously.
- Frequent Updates – The quality and frequency of the IAPs being released ensured all stakeholders were made aware of material changes.
- Creative solutions – Ideas like the drive-by celebrations helped residents feel connected.
- Support – Support to seniors’ homes.
- Services – Essential services were able to remain open and supported.
- Media – Internally there was good and timely coverage provided.
- Training – There was a unique chance to cross-train and develop depth.
- ERP – The Town of Olds had invested in the ERP updates and training prior to COVID-19 so everything was ready for this activation.
- Responsive – The ICP was able to connect and respond to community needs effectively.
- Frequent updates – The town councillors met frequently for informal meetings to ensure everyone was updated.
- Community – The neighbors helping neighbors program was positive.
- Competency – There was a large, well-trained ICP.
- Relationships – The communication and relationship between the Executive Team and the Emergency Management Team was positive.
- Clarity – There was always clear and measurable objectives attached to consistent and well formatted updates.
- Business support – Businesses had support in finding PPE and other resources.
- Leadership – The Town of Olds acted as a leader in municipal response during this incident.
- Consistency – The ICP remained consistent in managing based on AHS guidelines and did not attempt to set rules different from the requirements. This provided a justifiable position when questioned.
- Enforcement – The noncompliance from public was managed first through education and secondly through enforcement.
- Business support – There was early planning for economic recovery. Council streamlined patio approvals to allow resumption of operations. Business license fees were waived as well.
- Previous ICP exercises had taught council not to “be in control”.

What are some tasks to ensure Olds is better prepared for the next incident?

- Training – Provide ICS training to personnel through the organization, not just part of ICP.
- Training – Practice more frequently.
- Support – Transfer the role specific boxes found in the ICP to a digital format.
- Support – Develop a role specific “cheat sheet” for each position.

- Training – Get risk communication training for roles that require it.
- Mentoring – Continue developing mentoring relationships. Identify 3-deep planning for all roles.
- Leadership – Ensure any new councillors, CAO and elected officials receive EM training and on boarding.
- Formatting – Section leads to consider section meetings when objectives become more complex.
- Planning – Develop plans for both short term and long term events.
- Communications – Build communications protocol for public engagement during ICP activation.
- Relationships – Continue building relationships with stakeholders and neighboring jurisdictions.
- Determine a way to ensure next council continues to fund this program adequately.
- Develop a new “baseline” for Olds once the pandemic is over.

How did you find communications worked during your COVID19 response involvement?

- Lots of time was spent figuring out the scope of Information vs Communications in the ICP.
- At time previously scheduled routine communications would contradict ICP communications.
- Consider building proactive, scripted messages for Facebook.
- It was valuable being able to share documents and messaging with other jurisdictions.
- At times messaging was not saved/shared consistently.
- Having a platform, like Microsoft Teams, for all users would have been helpful during the response.
- ICP did a good job of adjusting the communication frequency based on the needs of the incident.
- The webpage having a dedicated area for COVID-19 was useful.
- Challenges aligning AHS mandates with AHS recommendations. This caused confusion.
- A digital ICP offered many pros and cons compared to a traditional activation.
- Need a plan for engaging with negative social media.
- Strategy to refer to AHS and not act as experts proved to be a good approach.
- Could have done better on answering “why’s” with regards to certain questions.
- Confusion around Alberta Health vs Alberta Health Services.
- Sometimes provincial announcement would not be supported by an order.
- Olds did a good job of putting information out but there is room for improvement on making it a 2-way conversation.
- Communications acted as a calming influence during this activation.
- YouTube videos were a good way to engage residents.
- Communication with local GoA representatives was always good.

How did you find the Incident Command Post worked during your COVID19 response involvement?

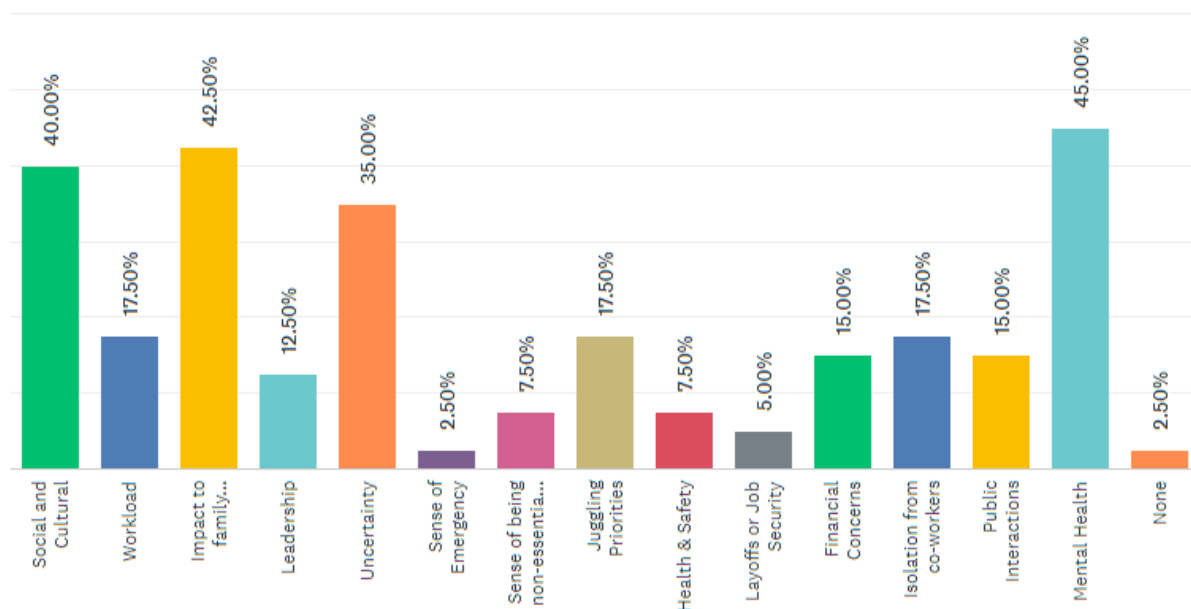
- Obvious growth over time for responders in the ICP, lots of learning.
- The ICP activated early and stayed open only as needed.
- Consider building an ICP response guide to help determine size and staffing levels.
- Consider building a more complete demobilization plan.
- High quality reporting was coming from the ICP.
- Lots of cross-training and job-shadowing opportunities were available in the ICP this activation.
- Innovative thinking and ideas came from the ICP.
- The ICP effectively managed external stakeholders during this activation.

How did you find external stakeholders interacted during your COVID19 response involvement?

- Stakeholder engagement was dependent on outside workloads more than needs of the ICP.
- These relationships allowed privileged information due to the high level of trust.
- Open communication allowed all users an increased level of comfort with all stakeholders.
- Some stakeholders struggled with ICS early which made it hard to engage with the ICP. As these stakeholders learned ICS their ICP engagement improved as well.
- Engagement with neighboring municipalities and counties was lower than expected. This was likely related to very limited resources and capacity.
- The digital ICP helped with external stakeholder engagement.

Employee surveys were part of the employee objective outlined in the Town of Olds COVID-19 Recovery Plan. Information captures the comparative data between the first and second all staff surveys that were completed in October 2020 and March 2021.

What have been the most challenging aspects of the COVID-19 pandemic for you?

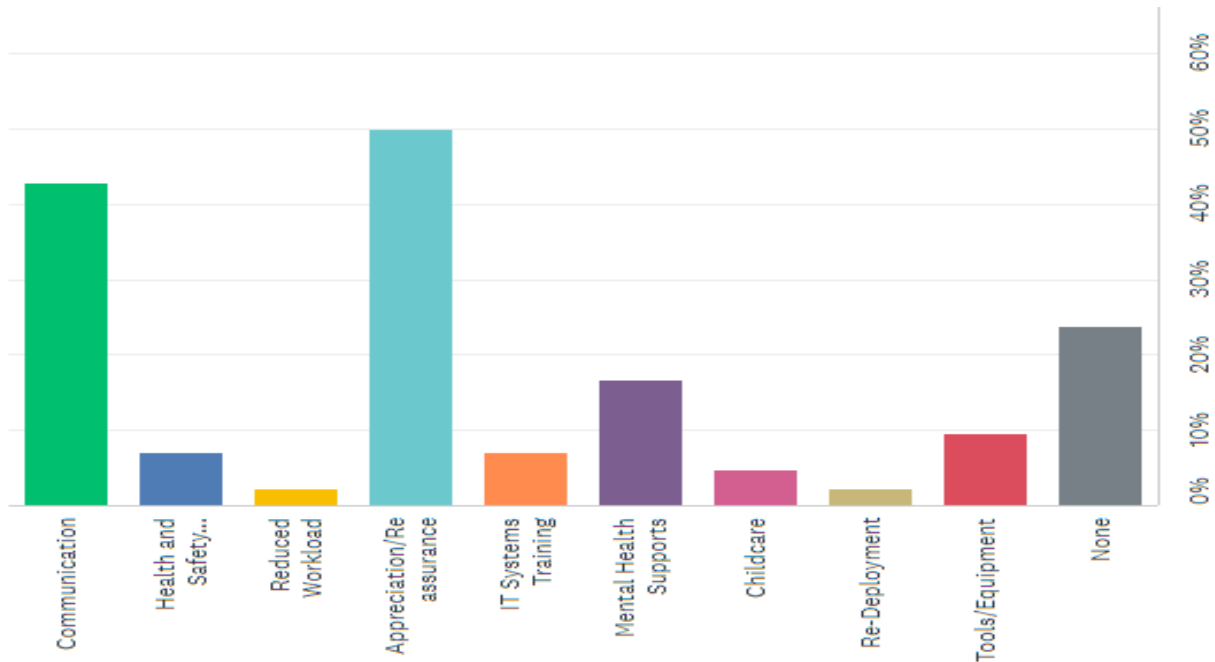


Top Answers

| Oct 2020 | March 2021 |
|---|---------------------------------------|
| Uncertainty (Tied 1/2) | Mental Health (+12.5%) |
| Impact to Family Life/Children (Tied 1/2) | Impact to Family Life/Children (-10%) |
| Mental Health | Social/Cultural (+22.5%) |
| Workload (-10%) | Uncertainty (-2.5%) |

Other challenges noted: Working from home with spouse doing the same, fatigue – draining, technology issues.

What additional resources, tools, training or practices could the Town or your supervisor provide to better support you through this time?



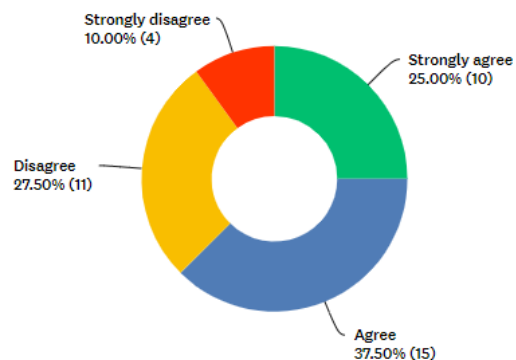
Top answers

| Oct 2020 | March 2021 |
|--|--|
| Communication | Appreciation/Reassurance (+6.41% from Oct) |
| Appreciation/Reassurance | Communication (-16.11% from Oct) |
| Health and Safety Information (-13.37% from Oct) | None (+10.95% from Oct) |

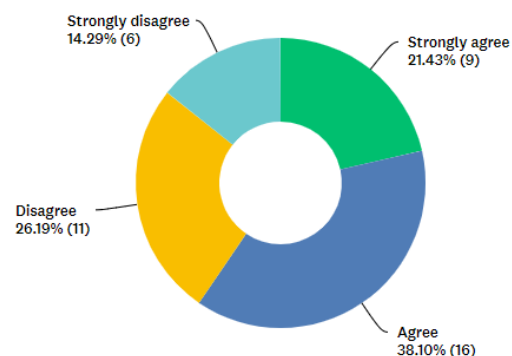
Staff replied that no additional tools, resources or Health and Safety information was needed. The need for Communication also scored lower and the need for mental health supports was unchanged.

I feel comfortable sharing communication concerns or making suggestions about the Town's COVID-19 response to leadership (my Supervisor, Director, or the CAO).

October 2020

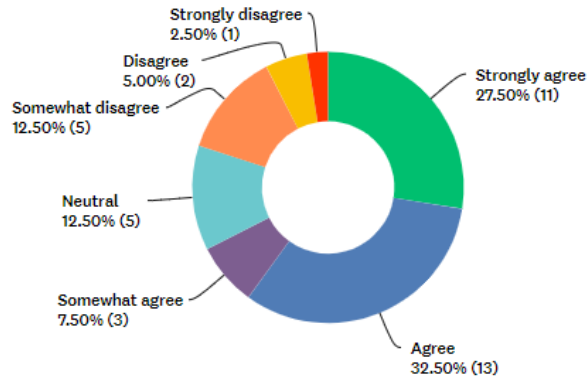


March 2021

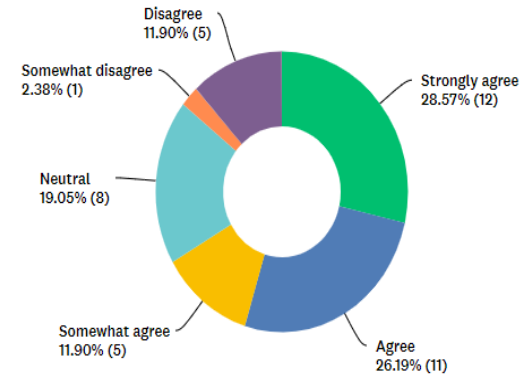


During COVID-19, I felt my health and safety is a top priority for my employer.

October 2020

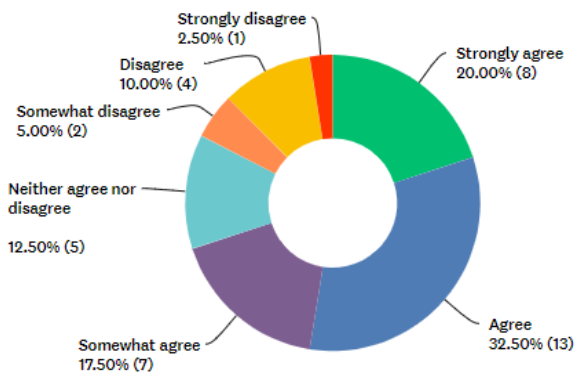


March 2021

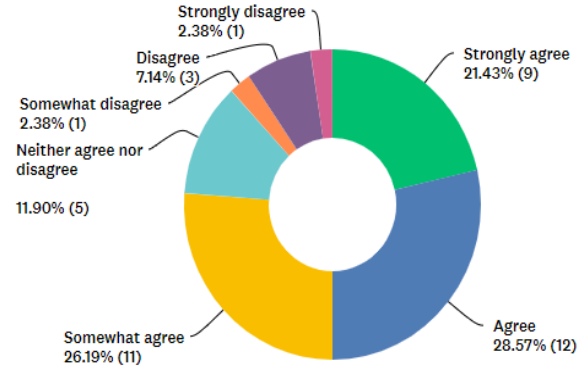


I feel any concerns or suggestions I take to my leaders regarding health and safety are taken seriously.

October 2020



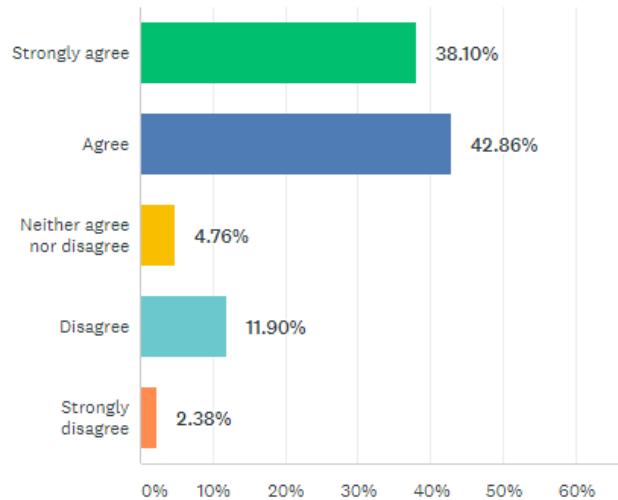
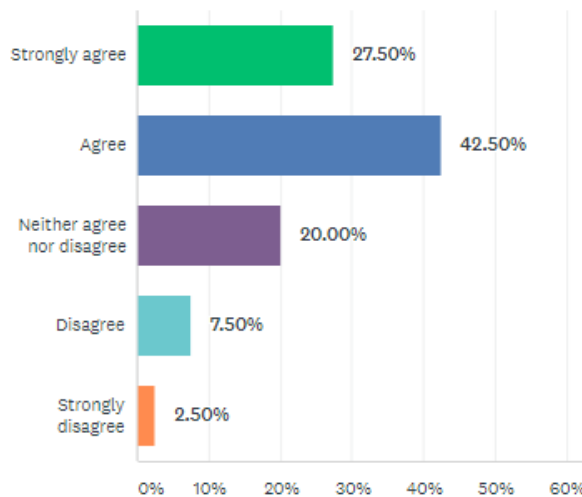
March 2021



If I am experiencing common COVID-19 symptoms (cough, sore throat, fever, running nose, difficulty breathing), I can stay home from work without fear of negative consequences?

October 2020

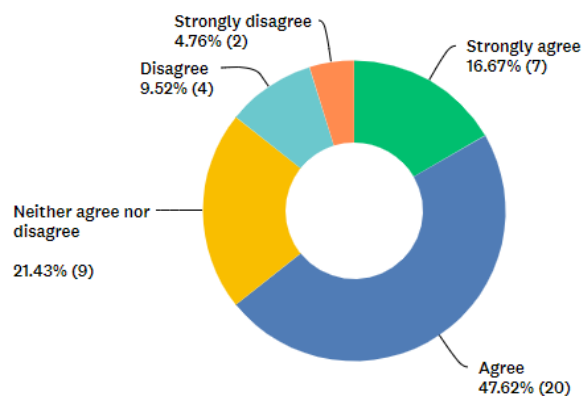
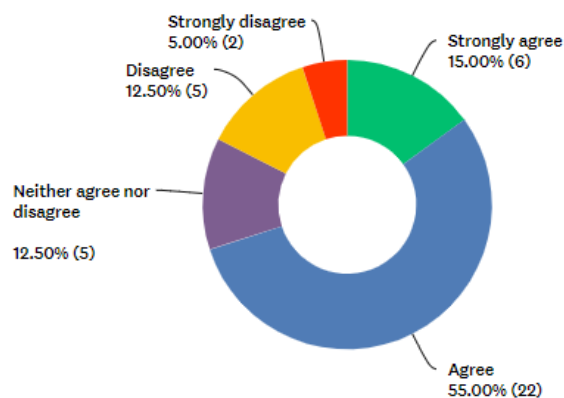
March 2021



Throughout COVID-19, I have understood how my role contributes to the organization.

October 2020

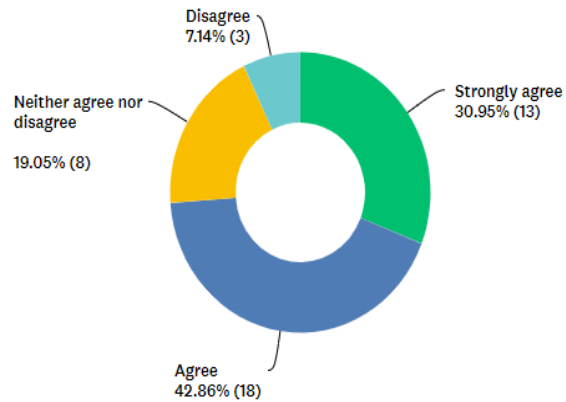
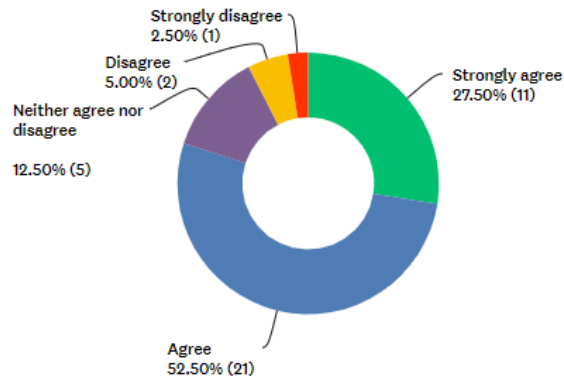
March 2021



I am feeling productive at work during this time.

October 2020

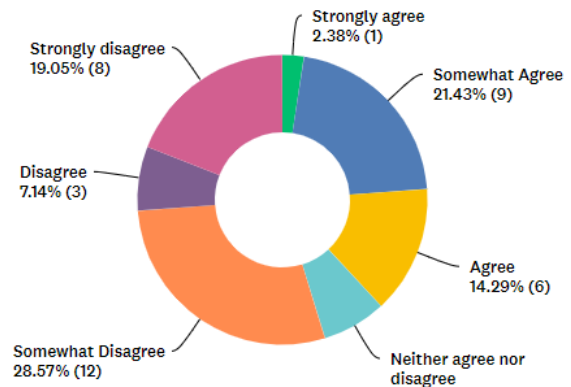
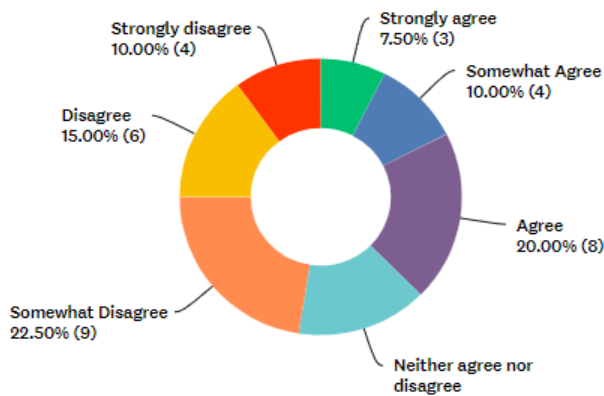
March 2021



At the end of my work day, I am able to switch off from work to make time to relax and re-charge.

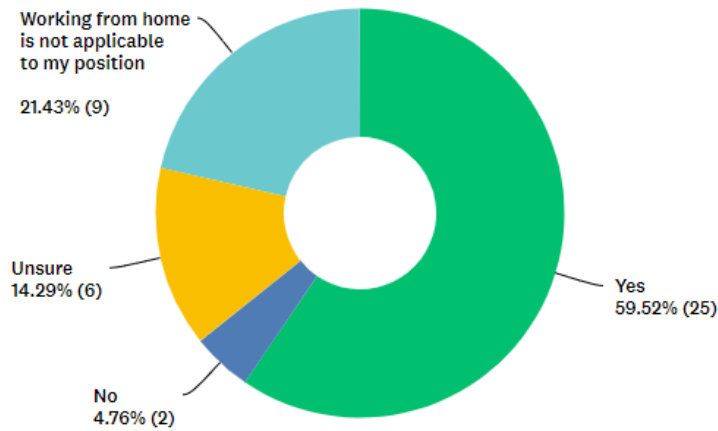
October 2020

March 2021

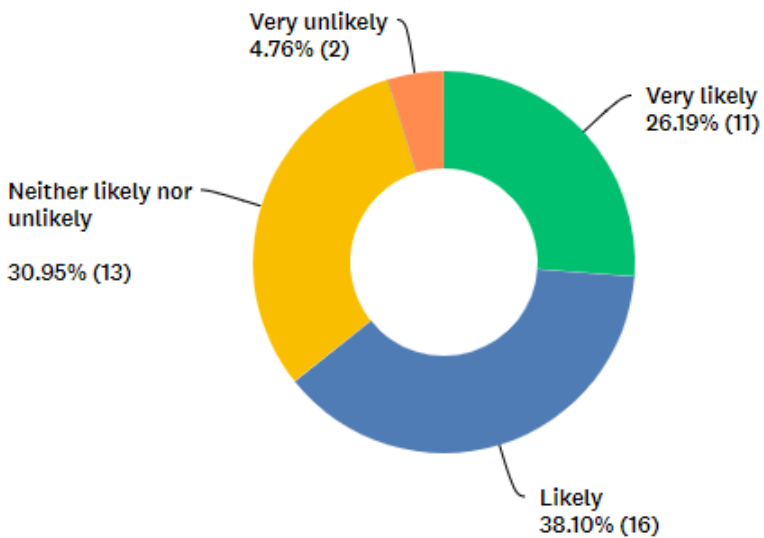


An over-all increase was noted with 55% of staff noting difficulties in being able to switch off from work to make time to relax and re-charge.

Post pandemic, do you feel the organization should continue to support staff who are able to fully complete work functions from home as part of normal business practices?



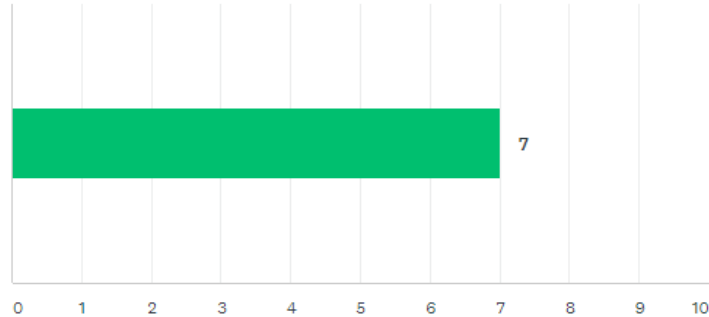
What is the likelihood you will continue to incorporate ZOOM meetings as part of your regular meeting or communication tools?



On a scale of 1 to 10, how would you rate the Town's job of leading our employees through the COVID-19 pandemic?

October 2020 response was 7, no change noted.

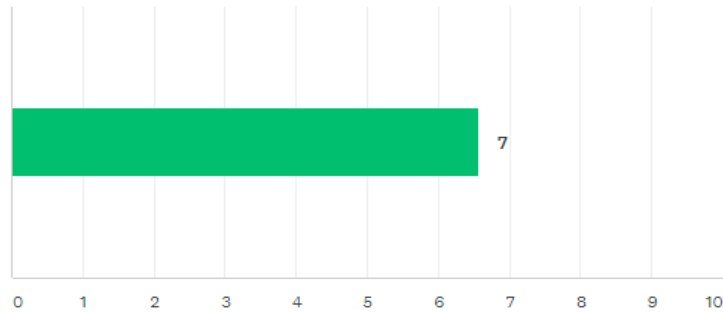
Answered: 42 Skipped: 0



On a scale of 1 to 10, how would you rate the Town's job of sharing information with employees regarding COVID-19?

October 2020 response was 6, slight improvement.

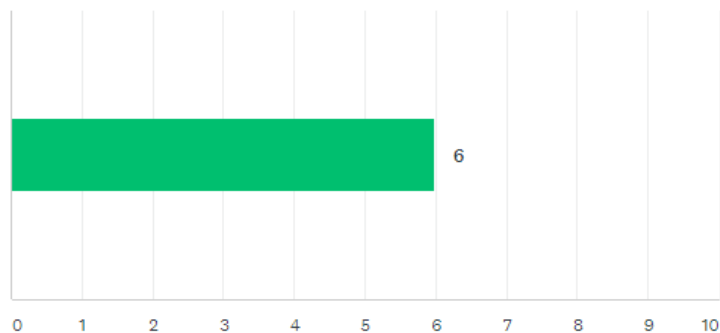
Answered: 41 Skipped: 1



On a scale of 1 to 10, how are you coping with the COVID-19 pandemic?

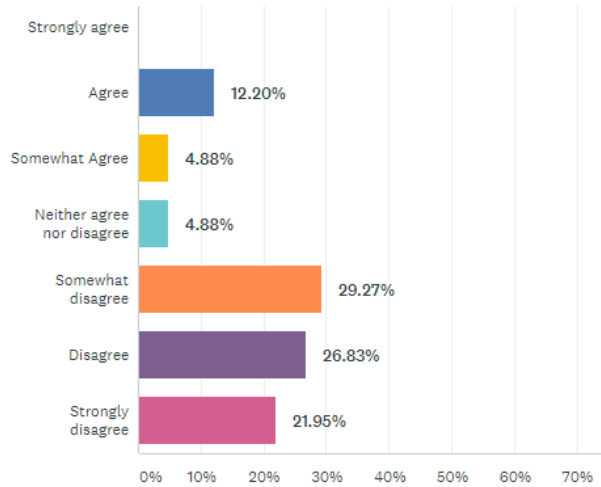
October 2020 response was 6, no change noted.

Answered: 42 Skipped: 0

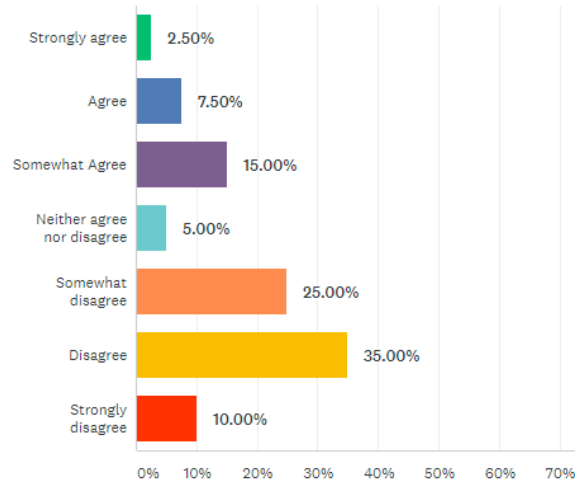


At this point in time, I feel my stress levels are comparable to before the COVID-19 pandemic.

October 2020



March 2021



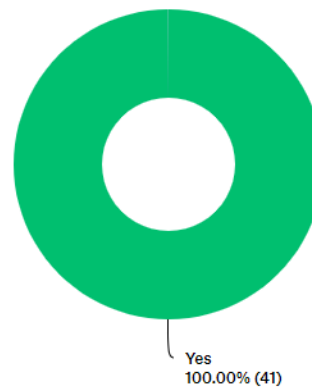
Overall stress indicators remain higher than pre-pandemic levels. 78% of respondents indicated having elevated stress, an 8% increase since October.

I am aware I have access to the Employee Assistance Program where I can immediately talk to someone about my experience and be connected with supports to help me cope. Toll Free Line: 1-800-387-4764?

October 2020



March 2021





Request for Decision

Bylaw No. 2021-10 – Amendment to Land Use Bylaw 01-23

June 28, 2021

RECOMMENDATION

That Council gives first reading to Bylaw No. 2021-10.

That Council sets Monday, August 23, 2021, at 1:00 p.m. in Council Chambers as the date, time and place for a Public Hearing on Bylaw 2021-10.

STRATEGIC ALIGNMENT

In Council's Strategic Plan for 2017-2021, focus area one is Good Governance. The goal for this area is: "The Town of Olds respects people and the process, ensuring a healthy environment where great decisions are made."

LEGISLATIVE AUTHORITY

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

BACKGROUND

Bylaw No. 2021-10 proposes to re-designate Lot 1, Block 54, Plan 131 1897 (4110 47 Ave) and Lot 2, Block 54, Plan 131 1897 (4250 47 Ave) from Industrial Business District (IB) to Light Industrial District (I1). The applicant is requesting the amendment to allow the operation of a Salvage Yard, which is a discretionary use under Light Industrial District (I1). The applicant was previously approved for Automotive Repair & Service use but it was confirmed that the applicant would bring in and dismantle vehicles which would be considered a Salvage Yard operation, which is not a use under the Industrial Business District (IB) designation.

The Town of Olds Municipal Development Plan identifies the parcels for industrial use. Parcels to the immediate east are designated Light Industrial District (I1) and the parcels directly to the north and south are designated Industrial Business District (IB). Located to the west is the Canadian Pacific Railway which is followed by Country Residential District (R5). There is no area structure plan or area redevelopment plan that applies to this area.

A public hearing is required prior to considering second and third reading of the bylaw. The proposed bylaw will be advertised in the local newspaper to allow for public input as part of the hearing process, adjacent landowners will be sent letters regarding the proposed bylaw and a copy of the proposed bylaw will be available for viewing on the Town website. 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.

- 45
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. 2021-10 Draft

| | | |
|---------------------|---|---------------------|
| Author: | Scott Purich - Planner, PCPS | Date: June 15, 2021 |
| Director Signature: | Doug Wagstaff Acting Director Operations - electronically approved | Date: June 18, 2021 |
| CAO Signature: | Michael Merritt | Date: June 25, 2021 |

**TOWN OF OLDS
BYLAW NO. 2021-10**

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 the Land Use District Map, being Schedule A of the Land Use Bylaw No. 01-23, be amended to change the designation of Lot 1, Block 54, Plan 131 1897 and Lot 2, Block 54, Plan 131 1897 from Industrial Business District (IB) to Light Industrial District (I1) as shown on the attached Schedule A.
2. This Bylaw comes into force on the date it is passed.

Read for a first time on the ____ day of _____, 2021

Public Hearing held on the ____ day of _____, 2021

Read a second time on the ____ day of _____, 2021

Read a third and final time on the ____ day of _____, 2021

Michael Muzychka, Mayor

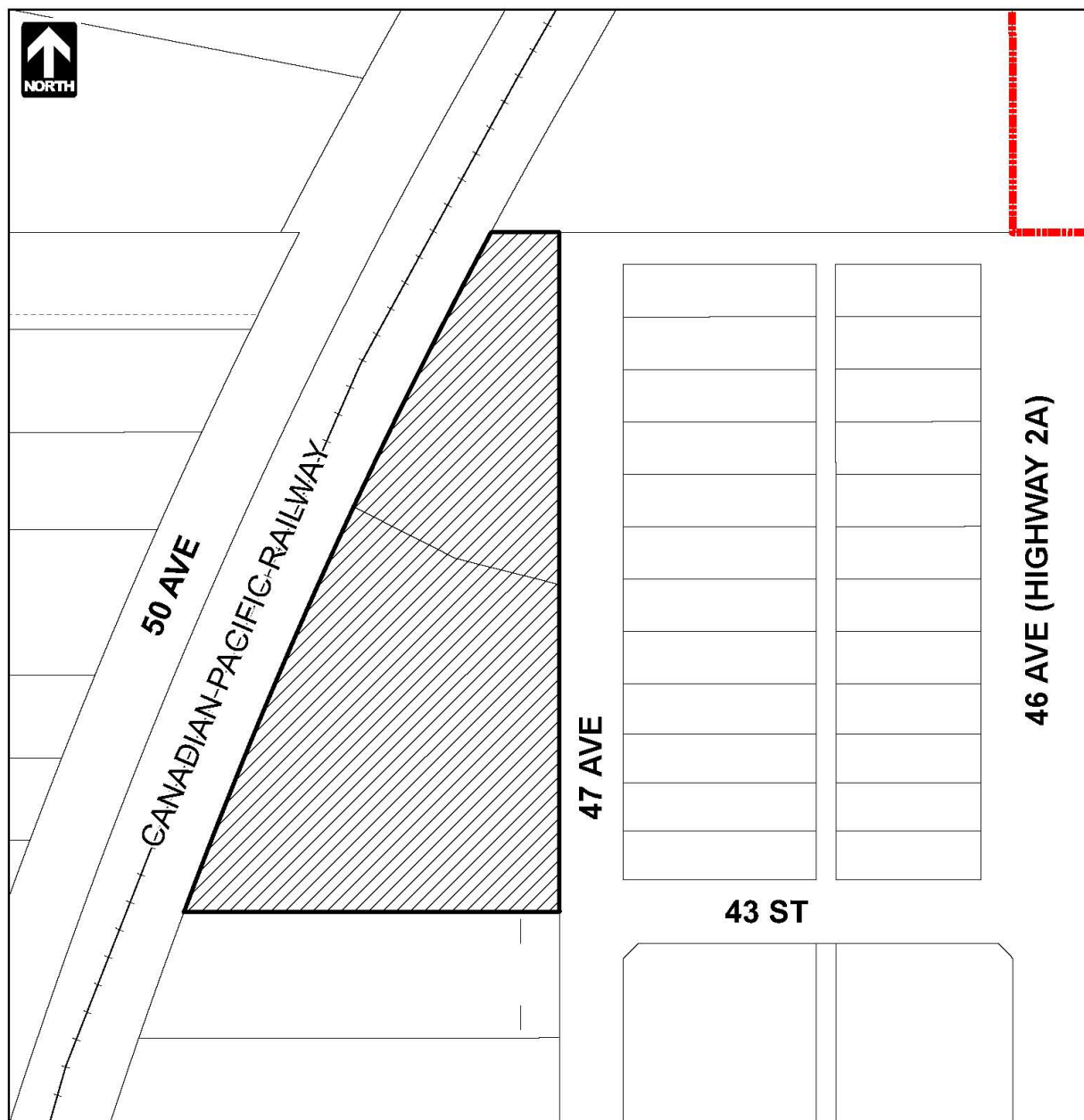
Michael Merritt, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____ 2021.

Schedule A of Bylaw No. 2021-10

 From Industrial Business (IB) to Light Industrial (I1)

LEGAL DESCRIPTION:
Lots 1 & 2, Block 54, Plan 131 1897





Request for Decision

Proclamation: National Drowning Prevention Week

June 28, 2021

RECOMMENDATION

That July 18 – July 24, 2021 be proclaimed as National Drowning Prevention Week in the Town of Olds.

STRATEGIC ALIGNMENT

In Council's Strategic Plan for the 2017-2021 term, focus areas include:

Goal 5: The Town of Olds will provide the necessary resources to ensure a safe, secure, and healthy community.

Goal 6: The Town of Olds is committed to transparent and inclusive processes that are responsive and accountable.

LEGISLATIVE AUTHORITY

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

BACKGROUND

The Lifesaving Society designates the third full week in July as National Drowning Prevention Week (NDPW) to focus community and media attention on the drowning problem and drowning prevention. Drowning prevention typically becomes a priority to media and the public when a tragedy occurs. NDPW is intended to bring positive attention to preventable water-related incidents, and build awareness through standardized messaging to influence and change behaviors.

NDPW provides a focus around the main messages below, selected because of the major risk factors presented in the *Canadian Drowning Report – 2019 Edition*.

- **Prevent Drowning.** Over 400 Canadians die in preventable water-related incidents annually. Even one drowning is one too many.
- **Supervise Children.** Always actively supervise children around the water – if you are not in arm's reach you've gone too far.
- **Boating Safety.** Choose It. Use It. Always wear a lifejacket when in a boat.
- **Learn to Swim to Survive.** In most drownings, the victim never intended to be in the water and was often close to safety – could you survive a sudden and unexpected fall into the water?
- **Swim with a buddy.** Take a buddy and look out for each other, it's what friends do.
- **Stay Sober When In, On or Around the Water.** Alcohol consumption is a factor in many water related fatalities. Both alcohol and cannabis use impair balance, judgment, and reflexes.
- **Open Water Safety.** Make smart choices before going in, on or around water.

- **Be Water Smart all year round.** You can save a life - yours and someone else's. Take a learn-to-swim, lifesaving or first aid class today.

RISK/CONSEQUENCES

1. Council can receive the request for information thereby not making the declaration.
2. Council can pass make another recommendation being specific in what it wishes to direct as an alternate follow up.

FINANCIAL CONSIDERATIONS

Advertising within existing budgets.

ATTACHMENTS

1. 2021 Proclamation of National Drowning Prevention Week

| | | |
|---------------------|---|---------------------|
| Author: | Heather Dixon Acting Manager of Community Services | Date: June 1, 2021 |
| Director Signature: | Michelle LaRoche Acting Director of Community Services | Date: June 14, 2021 |
| CAO Signature: | Michael Merritt | Date: June 25, 2021 |



OFFICE OF THE MAYOR

PROCLAMATION

National Drowning Prevention Week

Sunday July 18- Saturday July 24, 2021

WHEREAS, the mission of the Lifesaving Society Canada is to prevent drowning throughout this great country, and even one drowning is one too many;

AND WHEREAS, most drownings are preventable in a Water Smart Community, and only through Water Smart Education and a healthy respect for the potential dangers that any body of water may present can we truly enjoy the beauty and recreation opportunities offered by these bodies of water;

AND WHEREAS, the Lifesaving Society urges Canadians and residents of Olds, Alberta to supervise children who are in and around the water, to refrain from drinking alcoholic beverages or while participating in aquatic activities, and always wear a lifejacket at all times when boating;

AND WHEREAS; the Lifesaving Society of Canada declares July 18 - July 24, 2021, as National Drowning Prevention Week, to focus on the drowning issues and the hundreds of lives that could be saved this year.

THEREFORE, we, the Elected Officials of the Town of Olds, do hereby proclaim July 18 – July 24, 2021, as "*National Drowning Prevention Week*" in the Town of Olds.

Signed this day of June, 2021.

His Worship,
Mayor Michael Muzychka



Request for Decision

Mountain View Seniors Housing Foundation Golf Classic Sponsorship

June 28, 2021

RECOMMENDATION

That the Silver Sponsorship level in the amount of \$1,000 be approved for the Mountain View Seniors' Housing Foundation 2021 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

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

STANDARDS

1. All Requests will be forwarded to the Director of Community Services prior to presentation to Council
 - a) All requests for a Donation received by the Town shall be reviewed to ensure the request meets basic criteria and includes required information as per policy and procedure.
 - b) Requests for Donations up to and including \$500.00 may be approved by the Chief Administrative office or designate. Approved requests shall be available to Council for information.
 - c) Requests for Donations in excess of \$500.00 must be approved by Town Council
2. The Town may upon approval:
 - a) Provide a monetary Donation to a not-for-profit group for an event or program they are sponsoring/hosting in the Town that will have a positive benefit to the Community.
 - b) Lend certain furnishings to local Groups that will assist them in hosting their local event.
 - c) Provide promotional items.

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. Through taxes collected from Olds residents, the Town of Olds anticipates \$569,318 to be paid to Mountain View Seniors Housing for 2021.

Mountain View Seniors Housing Foundation (MVSHF) is entering their 11th year for their Annual MVSH Foundation Golf Classic. The golf fundraising event will be held at the Carstairs Community Golf Club on Thursday, September 16, 2021.

MVSHF is requesting the Town of Olds become a Sponsor again this year. Over the past ten years, Mountain View Seniors Housing Foundation has raised over \$190,000 through their annual Golf Classic.

Sponsorship Levels

| | |
|--------------|----------|
| Platinum | \$5,000 |
| Gold | \$2,000 |
| Silver | \$1,000 |
| Hole in One | \$750.00 |
| Hole Sponsor | \$500.00 |

RISK/CONSEQUENCES

1. Council can approve a Silver Sponsorship to the Mountain View Seniors Housing Foundation 2021 Golf Classic.
2. Council can choose another level of Sponsorship to commit to.
3. Council can receive this request as information only, thus not approving the request for a sponsorship.

FINANCIAL CONSIDERATIONS

X Approved by budget

To date, Council has utilized \$1,000.00 out of the approved budget of \$3,000.

| Cost | Funding Source (budget/in kind/grant) with G/L Code |
|-------------------|---|
| To be determined | Council Public Relations 2-1103-221-03 |
| Total Cost | |

ATTACHMENTS

1. Mountain View Seniors' Housing Foundation Golf Classic Brochure
2. Save the date card

| | | |
|------------------------|--|---------------------|
| Author: | Terri Sperle, Grant Coordinator | Date: June 10, 2021 |
| Director Signature: | Michelle LaRoche, Acting Director of Community Services | Date: June 14, 2021 |
| CAO Signature: | Michael Merritt | Date: June 25, 2021 |

REGISTRATION

Return completed registrations to:

Mountain View Seniors' Housing Foundation

Phone: 403-556-2957

E-mail: april.mattson@mvsh.ca

Online Registration available at www.mvsh.ca or please fill out the form below.

Name _____

Address _____

City _____ Prov _____ PC _____

Telephone _____

Email _____

☐ Individual golfer(s) - \$150 each

For Sponsorship Only

☐ Platinum ☐ Gold ☐ Silver

☐ 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)



Eleventh Annual Golf Classic

Location: Carstairs Community Golf Club
Carstairs, Alberta

Date: Thursday, September 16, 2021

Time: Registration at 9:00 a.m.
Shotgun Start at 10:00 a.m.



Each Registration includes:

- 18 holes of golf
- Power golf cart
- Barbeque lunch
- End of tournament dinner
- Hole competitions
- A great day of golf!



Mountain View Seniors' Housing Foundation Eleventh Annual Golf Classic

In Support of:





Eleventh Annual Golf Classic



All Proceeds Raised Are In Support Of

Mountain View Seniors' Housing

Mountain View Seniors' Housing 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.

MVSH operates seniors' lodges, seniors' self-contained apartments and subsidized family housing.

Our organization is governed by a seven member Board of Directors with representatives from the Towns of Carstairs, Didsbury, Olds, Sundre, Village of Cremona and Mountain View County.

Our Vision – We enhance lives by providing quality care and self-sustainable living through innovative leadership.

Our Mission – We provide quality, safe, self sustainable living and support services while promoting a healthy and independent lifestyle.

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 four lodges and social housing 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 care to seniors in the communities of Olds, Sundre, Carstairs, Didsbury, Cremona and surrounding areas.

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.

Platinum Sponsor - \$5,000 Cash

Includes:

- Eight golf registrations: 18 holes of golf, power carts, BBQ lunch and end of tournament dinner.
- Logo prominence and major sponsor recognition at the event.

Gold Sponsor - \$2,000 Cash

Includes:

- Four golf registrations: 18 holes of golf, power carts, BBQ lunch and end of tournament dinner.
- Logo prominence and major sponsor recognition at the event.

Silver Sponsor - \$1,000 Cash

Includes:

- Two golf registrations: 18 holes of golf, power cart, BBQ lunch and end of tournament dinner.
- Logo prominence and major sponsor recognition at the event.

Hole-in-One Sponsor - \$750 Cash

Includes:

- One golf registration: 18 holes of golf, power cart, barbeque lunch and end of tournament dinner.
- Recognition at the event including your company name on signage at designated par 3 hole.
- \$10,000 insurance coverage.

Hole Sponsor - \$500 Cash

Includes:

- One golf registration: 18 holes of golf, power cart, barbeque lunch and end of tournament dinner.
- Recognition at the event including your company name on signage at designated hole.



Thank You For Your Support!

Over the past ten years Mountain View Seniors' Housing Foundation has raised over \$190,000 through our annual Golf Classic.

Please join us for a great day of golf in support of this great organization.

Town of Olds Regular Council Meeting Monday, June 28, 2021

In Support of:



Save the Date

Carstairs Community Golf Club - Carstairs, Alberta

September 16, 2021

Mountain View Seniors' Housing Foundation

Eleventh Annual Golf Classic



MOUNTAIN VIEW SENIORS' HOUSING FOUNDATION ⁵⁶

Eleventh Annual Golf Classic

Carstairs Community Golf Club - Carstairs, Alberta

Thursday, September 16, 2021

Registration opens at 9:00am and Shotgun Start at 10:00am

All proceeds raised support Mountain View Seniors' Housing

Interested parties please contact: Mountain View Seniors' Housing Foundation

Phone: 403-556-2957 | E-mail: April.Mattson@mvsh.ca

www.mvsh.ca





Request for Decision

Olympic Sponsorship Request - Danielle Lappage

June 28, 2021

RECOMMENDATION

That a donation to Danielle Lappage in the amount of \$5,000 to support her efforts to train for the Tokyo Olympics be approved.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

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

BACKGROUND

It is a rare thing for a small community to send one of their own to the Olympics. This summer Danielle Lappage will compete in Tokyo at the 2021 Summer Olympics in wrestling. Danielle grew up in Olds and represents the community in her athletic endeavors. At the last Olympics, she was a medal favourite and reigning Commonwealth Games Gold medalist. Unfortunately, she sustained a serious injury prior to the start of her first match. Upon her return to Canada, she required surgery for which she overcame. She has since graduated University, obtaining her law degree while training to return to the Olympics. This will be Ms Lappage's final chance to compete at the Olympic Games

Excerpt from the Donations Policy:

1. Request for donations are forwarded to Administration for review
 - a) A not-for-profit group must be sponsoring the event and this group must make a written application for funding.
 - b) A detailed budget showing proposed revenues and expenditures for the event must be submitted with a statement declaring how any surplus/profits will be used.
 - c) Provincial and National competitions may be eligible for a donation.
2. Request for donations shall be reviewed by Administration before presented to Council
 - a) All requests for a donation received by the Town shall be reviewed to ensure the request meets basic criteria and includes required information as per policy and procedure.
 - b) Requests for donations up to and including 500.00 may be approved by the Chief Administrative office or designate.
 - c) Requests for donations in excess of \$500.00 must be approved by Town Council.

ALTERNATIVE OPTIONS

Council can:

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

FINANCIAL CONSIDERATIONS

The funds will come from the legacy fund which was transferred to reserves. We currently have \$28,201.45, which was our portion of the disbursement of Mountain View Summer Games Legacy Foundation account in April 2021.

☐ **Approved by budget**

☐ **New = Budget Adjustment**

| Cost | Funding Source (budget/in kind/grant) with G/L Code |
|---------------------------|--|
| \$5,000 | This will come from reserves using the money received by the Summer Games Legacy Fund. |
| Total Cost \$5,000 | |

ATTACHMENTS

1. Support request letter from D. Lappage

| | |
|---|---------------------|
| Author: Terri Sperle, Grant Coordinator | Date: June 21, 2021 |
| Director Signature: Michelle LaRoche, Acting Director of Community Services | Date: June 18, 2021 |
| CAO Signature: Michael Merritt | Date: June 25, 2021 |

Dear Town of Olds:

My name is Danielle Lappage. I am a Canadian national team wrestler. I have qualified for the Tokyo Olympic Games and will wrestle in the Games in August in the 68 kg weight class.

I was born and raised in Olds, AB; Olds is my hometown and my parents still live there. The town has always been so supportive of me and my dreams. I am so thankful to have grown up in Olds and it will forever have a special place in my heart. I have always been so so proud to represent Olds in all of my athletic endeavors, and I look forward to continuing to do so this summer at the Olympic Games.

I am writing to ask if the Town of Olds would consider providing me with monetary support, as I approach and work towards my final Olympic Games. The last 5 years, since my experience at the last Olympics, has been challenging and unusual. I have overcome many challenges and injuries to make it to where I am. For example, I overcame a ruptured hamstring at the 2016 Olympic and ACL knee reconstruction in 2020. I am so proud of everything I have overcome to get where I am. I am currently wrestling well, and I am healthy, optimistic, and excited for this upcoming Olympic Games.

To be able to achieve my Olympic goal, I have been faced with great financial stresses, particularly over the last 18 months. I anticipate that this stress will continue until after the Olympic Games, as I am putting all of my energy and effort into preparing to compete in August. I plan to do everything I can to make sure I am the best prepared I can at the Olympics. I will not leave a stone unturned in my preparation. The monetary support I am requesting will be put towards my cost of living, training and preparation. Monetary support will allow me to not worry about my finances and focus solely on wrestling. Monetary support will allow me to do everything in my power to be the best wrestler I can be at the Games.

Thank you for the consideration – it is very much appreciated. Feel free to contact me with any questions or concerns that you may have. I look forward to hearing from you.

Sincerely,

Danielle Lappage

60

778-868-3683

Lappage.d@gmail.com

Athlete Profile

Name: Danielle Lappage

Sport: Wrestling

Born: September 24, 1990

Home Town: Olds, AB

Current Residence: Calgary, AB

Height: 167 cm

Weight: 68 kg

Occupation: Athlete

Coach: Paul Ragusa

Club: Calgary Wrestling Club

Notable Achievements:

2006- Cadet National Champion

2007- Juvenile National Champion, Cadet Pan American
Champion (Panama City, Panama)

2008- Juvenile National Champion

2009- Junior National Champion

2010- Junior World Champion (Budapest, Hungary)

2011-WCWA National Champion, Silver at Senior National
Championships

2012-WCWA National Champion, Bronze at University World
Championships, Silver at Senior National Championships

2013-WCWA National Champion, Silver at the Senior National
Championships

2014- Senior National Champion

2014- University World Champion

2014- Commonwealth Games Champion

2015- Canadian Olympic Team Trials 63kg Champion

2016- Olympic Test Event Goal Medalist, Olympian

2018- Senior World Silver Medalist, Commonwealth Games
Silver Medalist

2019- Canadian Olympic Team Trials 68kg Champion

2020- Pan Am Olympic Qualifier Champion

2021- Olympian



Request for Decision

61

Reports from Council, Authorities, Boards Committees and Commissions

June 28, 2021

RECOMMENDATION

That the reports from Council, Authorities, Boards, Committees and Commissions ending June 28, 2021 be received for information.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

Excerpt from Council Member Appointment Policy:

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

BACKGROUND

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

| | |
|---|---|
| Central Alberta Economic Partnership (CAEP) | Olds & District Chamber of Commerce |
| Broadband Investment Committee | Olds Citizens' on Patrol |
| Emergency Management | Olds Institute for Community & Regional Development (OICRD) |
| Family & Community Support Services (FCSS) | Olds Institute Technology Committee |
| Inter-municipal Cooperation Committee (ICC) | Olds Municipal Library Board (OML) |
| Inter-municipal Planning Commission | Olds Policing Advisory Committee (OPAC) |
| Inter-municipal Subdivision and Development Appeal Board | Parkland Community Planning Services (PCPS) |
| Mountain View Regional Waste Management Commission (MVRWMS) | Parkland Regional Library Board (PRL) |
| Mountain View Regional Water Services Commission (MVRWSC) | Public Art Advisory Committee (PAAC) |
| Mountain View Seniors' Housing (MVSH) | Red Deer River Municipal Users Group (RDRMUG) |

| | |
|-------------------------------------|--|
| Municipal Area Partnership (MAP) | South Red Deer Regional Wastewater Commission (SRDRWC) |
| Municipal Planning Commission (MPC) | Southern Alberta Energy from Waste Association (SAEWA) |

RISK/CONSEQUENCES

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

FINANCIAL CONSIDERATIONS

✓ Approved by budget

☐ New = Budget Adjustment

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

ATTACHMENTS

Various minutes are attached

| | | |
|----------------|--------------------------------------|---------------------|
| Author: | Marcie McKinnon Legislative Clerk | Date: June 15, 2021 |
| CAO Signature: | Michael Merritt | Date: June 25, 2021 |

Minutes of the Town of Olds Council Committee on Broadband Investment meeting held through electronic communications, on Monday, June 7, 2021 at 10:00 a.m. via the Council Chambers, at the Town Municipal Office.

The Broadband Investment Committee Meeting was held without the public body present at meeting location and was communicated through ZOOM MEETINGS. The PUBLIC had the opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID 868 9908 4650 and then Password 414812 to listen in to the live meeting.

PRESENT – COMMITTEE MEMBERS

In the Chair, Mayor Michael Muzychka (from his Town office)

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

ELECTRONICALLY PRESENT for the Regular meeting of Council – STAFF:

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

1. CALL TO ORDER

Mayor Michael Muzychka called the meeting to order at 10:04 a.m.
(No public in waiting room.)

A.) ADDED ITEM(s)

Mayor Muzychka called for any Added Items – none were added.

B.) ADOPTION OF THE AGENDA

Moved by Councillor Blatz, “to accept the Broadband Investment Committee Meeting agenda for the Monday, June 7, 2021 at 10:00 a.m., as presented.”
Motion Carried BIC21-63

2. ADOPTION OF PREVIOUS MINUTES

2A) Adoption of Previous Meeting Minutes

Moved by Councillor Harper, “that the Committee adopt the previous meeting minutes from May 25, 2021.”
Motion Carried BIC21-64

3. PRESENTATIONS AND DELEGATIONS

None

4. BUSINESS ARISING OUT OF THE MINUTES

None

5. NEW BUSINESS

CLOSED SESSION

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

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

FOIP Section 27 – Privileged Information

Moved by Councillor Ryan, “that Broadband Investment Committee move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 16, Section 25 and Section 27, with CAO Merritt, Director

Linderman, Director Wagstaff, Brownlee representatives Rod Thorkelsson & Michael Coombs; BDO representative, Dave Lewis; Monica Leatherdale and Marcie McKinnon in attendance for the closed session.”

Motion Carried BIC21-65

Administration closed the meeting to the public at 10:06 a.m.

Moved by Blatz, “that the meeting reconvene to the regular committee meeting at 11:30 a.m.”

Motion Carried BIC21-66

Mayor Muzychka reconvened the meeting at 11:32 a.m.

(No public was in the waiting room.)

6. ADJOURNMENT

Moved by Councillor Harper, “that this meeting be adjourned at 11:33 a.m.”

Motion Carried BIC21-67

Michael Muzychka,
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved on the tenth day of June, 2021.

Minutes of the Town of Olds Council Committee on Broadband Investment meeting held through electronic communications, on Thursday, June 10, 2021 at 1:00 p.m. via the Council Chambers, at the Town Municipal Office. 65

The Broadband Investment Committee (BIC) Meeting was held without the public body present at meeting location and was communicated through ZOOM MEETINGS. The PUBLIC had the opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID 872 9101 4384 and then Password 150818 to listen in to the live meeting.

PRESENT – COMMITTEE MEMBERS

In the Chair, Mayor Michael Muzychka (from his Town office)

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

ELECTRONICALLY PRESENT for the Regular meeting of Council – STAFF:

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

1. CALL TO ORDER

Mayor Michael Muzychka called the meeting to order at 1:08 p.m.
(No public in waiting room.)

A.) ADDED ITEM(s)

Mayor Muzychka called for any Added Items – none were added.

B.) ADOPTION OF THE AGENDA

Moved by Councillor Harper, “to accept the Broadband Investment Committee Meeting agenda for the Thursday, June 10, 2021, as circulated.”

Motion Carried BIC21-68

2. ADOPTION OF PREVIOUS MINUTES

2A) Adoption of Previous Meeting Minutes

Moved by Councillor Ryan, “that the Committee adopt the previous meeting minutes from June 7, 2021.”

Motion Carried BIC21-69

3. PRESENTATIONS AND DELEGATIONS

None

4. BUSINESS ARISING OUT OF THE MINUTES

None

5. NEW BUSINESS

CLOSED SESSION

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

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

FOIP Section 27 – Privileged Information

Moved by Councillor Overwater, “that Broadband Investment Committee move to closed session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 16, Section 25 and Section 27, with CAO Merritt, Director Linderman, Director Wagstaff, Brownlee representatives Rod Thorkelsson & Michael

Coombs; BDO representative, Dave Lewis; Monica Leatherdale and Marcie McKinnon in attendance for the closed session.”

Motion Carried BIC21-70

Administration closed the meeting to the public at 1:11 p.m.

Moved by Blatz, “that the meeting reconvene to the regular committee meeting at 3:00 p.m.”

Motion Carried BIC21-71

Mayor Muzychka reconvened the meeting at 3:00 p.m.

(No public was in the waiting room.)

6. ADJOURNMENT

Moved by Councillor Ryan, “that this meeting be adjourned at 3:01 p.m.”

Motion Carried BIC21-72

Michael Muzychka,
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved on the fourteenth day of June, 2021.

Minutes of the Town of Olds Council Committee on Broadband Investment meeting held through electronic communications, on Monday, June 14, 2021 at 4:30 p.m. via the Council Chambers, at the Town Municipal Office.

The Broadband Investment Committee (BIC) Meeting was held without the public body present at meeting location and was communicated through ZOOM MEETINGS. The PUBLIC had the opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID 867 6427 0134 and then Password 814752 to listen in to the live meeting.

PRESENT – COMMITTEE MEMBERS

In the Chair, Mayor Michael Muzychka (from his Town office)

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

ELECTRONICALLY PRESENT for the Regular meeting of Council – STAFF:

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

1. CALL TO ORDER

Mayor Michael Muzychka called the meeting to order at 4:32 p.m.
(No public in waiting room.)

A.) ADDED ITEM(s)

Mayor Muzychka called for any Added Items – none were added.

B.) ADOPTION OF THE AGENDA

Moved by Councillor Blatz, “to accept the Broadband Investment Committee Meeting agenda for the Monday, June 14, 2021, as presented.”

Motion Carried BIC21-73

2. ADOPTION OF PREVIOUS MINUTES

2A) Adoption of Previous Meeting Minutes

Moved by Councillor Ryan, “that the Committee adopt the previous meeting minutes from June 10, 2021, as presented.”

Motion Carried BIC21-74

3. PRESENTATIONS AND DELEGATIONS

None

4. BUSINESS ARISING OUT OF THE MINUTES

None

5. NEW BUSINESS

CLOSED SESSION

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

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

FOIP Section 27 – Privileged Information

Moved by Councillor Harper, “that Broadband Investment Committee move to closed

session in accordance with section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 16, Section 25 and Section 27, with only committee members in attendance for the closed session.”

Motion Carried BIC21-75

Administration closed the meeting to the public and administration at 4:33 p.m.
CAO Merritt left the meeting at 4:34 p.m.

Moved by Overwater, “that the meeting reconvene to the regular committee meeting at 5:48 p.m.”

Motion Carried BIC21-76

CAO Merritt rejoined the meeting at 5:49 p.m.

Mayor Muzychka reconvened the meeting at 5:49 p.m.
(No public was in the waiting room.)

RISE AND REPORT

Moved by Councillor Ryan, “that the committee set June 21, 2021 at 10:00 a.m. by ZOOM meetings, as the next meeting date for the Broadband Investment Committee.”

Motion Carried BIC21-77

6. ADJOURNMENT

Moved by Councillor Overwater, “that this meeting be adjourned at 5:52 p.m.”

Motion Carried BIC21-78

Michael Muzychka,
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved on the _____ day of _____, 2021.

2021 FCM Convention

May 31-June 4, 2021

Submitted by: Councillor Heather Ryan

Due to Covid-19 this year's convention was held virtually with half days Monday and Friday and full days Tuesday to Thursday. I had not expected to attend this event, but Councillor Thompson, who had committed earlier to attend this convention with Mayor Muzychka as Olds Council representatives, recently accepted a new job in Red Deer which reduced his availability for this, so I attended the Monday afternoon session, all day Tuesday, and half-day Wednesday sessions in his place.

The keynote speaker this year was Laurent Duvernay-Tardif, starting offensive lineman for the Kansas City Chiefs, but also a Montreal native who less than three months after helping the Chiefs to a Super Bowl victory put his doctorate in medicine to use: fighting the coronavirus outbreak at a long-term care facility in Quebec. He spoke of being able to lead in difficult times and being able to make tough decisions, which municipal officials certainly do, but even more so during the pandemic. He noted it takes a team with a goal to get things moving in the right direction.

Prime Minister Justin Trudeau followed up that mantra noting that "from Day 1 I knew it would take a total team effort to battle this pandemic; the best way to get things done is to work together." And, he added, municipalities have done their part to encourage citizens to follow health guidelines and get out and get vaccinated.

Trudeau pointed out his government supported municipalities by doubling the gas tax, investing in rural transportation, helping small business, spending more on infrastructure and backing the rapid housing initiative.

PC leader Erin O'Toole said the PC government would rebuild main street businesses, make the country more reliant by enhancing a domestic vaccine, get more money out the door for infrastructure projects, make housing more affordable, and accelerate broadband deployment through partnerships.

On Day 2 of the convention, the mayor and I listened to speeches from candidates running for the vacant position of 1st Vice-President. One of those candidates was Mountain View County councillor Al Kemmere, however he was unsuccessful in his bid. The position was filled by Taneen Rudyk, a councillor for the Town of Vegreville, who I think will be a good representative for Alberta and the West.

During the convention, I attended breakout and education sessions. Unfortunately, due to wrong times on the Day 1 schedule, I missed the presentation on how libraries are managing during the pandemic with being closed to the public. Fortunately, though Olds Municipal Library developed many creative ways to reach patrons over the past 16

months so I am sure if I did attend, I would have spent much of the time boasting about our curbside pick up for books and activity kits, online storytelling and programs, and that staff even utilized the 3-D print to create needed PPE in those first weeks.

The following is a brief report covering the various sessions I attended:

Building Towards Recovery ...much discussion centred on using StatsCan data to help municipalities address areas such as education, housing, labour, transportation, etc. Having access to this data also allows us to identify the wide range of people living in our community including seniors, people with disabilities, first nations people and racialized groups to better meet their needs. The data can identify who is accessing programs, where they live and their ethnicity so municipalities can plan better, evaluate the impact of programs and services, and identify barriers to access programs and services.

For rural communities the data collected also points to demographic opportunities, such as: the indigenous population that has a rising number of birth and larger numbers entering the labour market; seniors, where the number of 80-year-olds will double going out over 20 years and there is an opportunity for rural communities to attract urban seniors with housing initiatives; and immigrants, where more are being attracted to rural communities that are welcoming and inclusive.

Building data analysis capacity can be an issue for rural communities, we were told, but every community should have access to help with this through FCM, and StatsCan has a lot of data available.

Rural Crime ... in recent years rural crime has been a major issue, and this council has heard this through our involvement with AUMA and RMA in discussions on policing, as well as crime watch presentations. Lac La Biche County looked at this problem and develop a way to address rural crime and the longer wait times they face for police response. The East 13 Rural Crime Watch was using a fan out system to provide residents with information on when crime was happening, but found that many emails went to spam or weren't getting read and broadband is an issue too. So, they are now using a crowd security app (crowdsecurity.ca), where residents can register their property and share crime information through the mobile app. For example, residents can fill out a report to alert other neighbours of crimes or suspicious behaviors and other users can respond and add information to the reports, which helps form a crime trail to assist in enforcement. A presentation on this might be interesting for Olds COP, Olds and Area Crime Watch and the Olds Police Advisory Board.

Food Security ...This was an interesting session that started with a chicken farmer in Saskatchewan who took us on a video tour of her farm and spoke on the high standards chicken farmers adhered to. They are audited every year and their auditors and audited to

ensure the highest quality chickens possible and ensure their supply meets the demand. They have a computer system that monitors and alerts if there are any issues in the barn.

She noted to build a more resilient food system, producers need to keep in mind market changes, so they need to be flexible and shift to meet consumer demand. And, she added that we all need to champion sustainable food and support locally produced/grown.

Chris Hatch, CEO of Food Bank Canada, said pre-pandemic they were seeing 1.1 million visits per month at foods banks, and when the first wave hit that demand surged while donations declined. “It created a perfect storm.” They had to go and buy bulk food, which led to a challenge because food supply chains were also impacted, but on the other side they also had restaurants wanting to donate food such as chicken wings and hamburger patties due to closures.

Hatch noted there is a need to educate people on how to cook and store food, but also on what it takes to produce food and the importance of the agriculture industry. He also said: “There is a huge opportunity for agriculture to lead the way coming out of the pandemic.”

How can municipalities play a role? Support local farmers/producers and the local food banks.

Thank you for reading,

Councillor Heather Ryan



Minutes of the Town of Olds Family & Community Social Services (FCSS) Advisory Board Meeting held Thursday, January 16, 2020 at 5 p.m. in the Council Chambers at the Olds Town Office.

PRESENT – Committee & Town of Olds Staff:

In the Chair, Carolyn Tschoumy

Helen Niemeyer, Marnie Ragan, Angie Durant, Jaeme Redgwell, Rozanne Haugen, Roxanne Latour, Recorder, Councillor Wanda Blatz, Michelle La Roche, Manager of Community Services
Heather Dixon, Community Facilitator

Regrets:

Guests: none

1. Call to Order

Chair Carolyn Tschoumy called the meeting to order at 5:13 pm.

2. Added Items

6A) Formality

6C) Agenda Packages

3. Adoption of Agenda

Moved by Marnie Ragan, "that the agenda be adopted for the FCSS Advisory Board meeting of January 16, 2020 as amended".

Motion Carried

4. Adoption of Previous Minutes

Moved by Jaeme Redgwell, "to adopt the meeting minutes from November 21, 2019 FCSS Advisory Board Meeting as presented".

Motion Carried.

5. Unfinished Business

5A) Convention Feedback from attendees

Jaeme Redgwell – great session, conference, learned lots in regards to men's issues

Helen Niemeyer – great speakers, grateful to attend

Councillor Wanda Blatz– well attended, very beneficial speakers and topics

Michelle LaRoche– some great presentation and sessions

Heather Dixon– excellent sessions, great networking with other FCSS leaders

5B) Bylaw Review

Moved by Jaeme Redgwell to table the bylaw review to the next meeting on March 19, 2020.

Motion Carried

6. New Business

6A) Formality

Michelle spoke in regards to the formalities of the FCSS Board as an Advisory Board to Council. It was unanimously carried that our meetings be less formal.

6B) Funding Requests 2020

a) Boys and Girls Club

Moved by Angie Durant, “to accept the funding recommendation allocation of \$40,000”

Motion Carried

b) Chinook’s Edge – Olds High School – Diversity Days

Moved by Rozanne Haugen, “to accept the funding recommendation allocation of \$2,000”

Motion Carried

c) Chinook’s Edge – Family School Wellness

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

Motion Carried

d) Holy Trinity – Naturally Nurtured

Moved by Marnie Ragan, “to accept the funding recommendation allocation of \$500”

Motion Carried

e) HOPE – The Conversation Has to Happen

Moved by Councillor Wanda Blatz, “to accept the funding recommendation allocation of \$3,500”

Motion Carried

f) Local Women Unite

Moved by Marnie Ragan, “to accept the funding recommendation allocation of \$600”

Motion Carried

g) Mountain View Emergency Shelter Society

Moved by Jaeme Redgwell, “to accept the funding recommendation allocation of \$720”

Motion Carried

h) National Indigenous Peoples Day

Moved by Councillor Angie Durant, “to accept the funding recommendation allocation of \$1000”

Motion Carried

i) Olds and District Hospice Society

Moved by Marnie Ragan, “to accept the funding recommendation allocation of \$3,000”

Motion Carried

j) YES Program

Moved by Rozanne Haugen, “to accept the funding recommendation allocation of \$14,280”

Motion Carried

6C) Agenda Packages

The Town of Olds is a sustainable community and with that being said all agenda packages will only be delivered electronically. At the meetings themselves the information will be presented on the screens for everyone to see. We will not be printing any unnecessary documents.

7. Correspondence and Information

8. Future Meeting Dates:

March 19, 2020

June 18, 2020

September 17, 2020

November 19, 2020

9. Adjournment

Move by Councillor Wanda Blatz, that the FCSS Advisory Board Meeting be adjourned at 6:35 pm.

Motion Carried

These minutes were approved on November 26, 2020.

| | |
|-------------------------|--------------------------------------|
| _____ | _____ <u>November 26, 2020</u> _____ |
| Carolyn Tschoumy, Chair | Date |

| | |
|-------------------------------|--------------------------------------|
| _____ | _____ <u>November 26, 2020</u> _____ |
| Terri Sperle, Recording Admin | Date |



Town of Olds

Minutes of the Town of Olds Family & Community Social Services (FCSS) Advisory Board Meeting held Thursday, November 26, 2020 at 6:00 p.m. via Zoom.

PRESENT – Committee & Town of Olds Staff:

In the Chair, Carolyn Tschoumy

Angie Durant, Jaeme Redgwell, Rose Haugen, Jolene Staples, Councillor Wanda Blatz, Heather Dixon, Community Facilitator, Michelle LaRoche, Manager of Community Services, Terri Sperle, Recording Admin

Absent: Barb Adair

Guest: No guests.

1. CALL TO ORDER

Chair Carolyn Tschoumy called the meeting to order at 6:03 pm.

A) ADDED ITEM(s)

No additional items, but it was suggested the year be changed from 2019 to 2020 on the agenda.

B) ADOPTION OF THE AGENDA

Moved by Wanda Blatz “that the agenda be adopted for the FCSS Advisory Board meeting of November 26, 2020 as amended”.

Motion Carried

2. ADOPTION OF PREVIOUS MINUTES

Moved by Angie Durant “to adopt the meeting minutes from January 16, 2020 FCSS Advisory Board Meeting as presented”.

Motion Carried.

3. UNFINISHED BUSINESS

None.

4. NEW BUSINESS

4A) Board member responsibilities

As per Heather Dixon’s presentation on “Meetings That Work for Board Development”.

Attachment on following topics:

- Time wasters during meetings.
- Role of Chairperson
- Participants

4B) Election of chair and vice-chair

Heather Dixon called for nominations for the position of Chairperson.

Carolyn Tschoumy nominated Angie Durant for Chairperson.

Angie Durant accepted the nomination.

There were no further nominations.

Angie Durant has been elected Chairperson for the Family & Community Support Services⁷⁶ Board by acclamation.

Heather Dixon called for nominations for the position of Vice Chairperson.

Wanda Blatz nominated Jaeme Redgwell for the Vice Chairperson.

Jaeme Redgwell accepted the nomination.

There were no further nominations.

Jaeme Redgwell has been elected Vice Chairperson of the Family & Community Support Services Board by acclamation.

4C) Future meeting dates

January 21, 2021

March 18, 2021

June 17, 2021

September 16, 2021

November 18, 2021

Each Zoom meeting will begin at 6:00 pm

5. CORRESPONDENCE AND INFORMATION

6. ADJOURNMENT

Move by Carolyn Tschoumy "that the FCSS Advisory Board Meeting be adjourned at 6:37 pm."

Motion Carried

Future Meeting dates:

January 21, 2021

These minutes were approved on January 21, 2021.

Carolyn Tshoumy - Electronically

Carolyn Tschoumy, Chair

January 21, 2021
Date

Terri Sperle - Electronically

Terri Sperle, Recording Admin

January 21, 2021
Date



Town of Olds

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

PRESENT – Committee & Town of Olds Staff:

In the Chair, Angie Durant

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

Guest: No guests.

1. CALL TO ORDER

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

2. ADDED ITEM(s)

6a Conflict of Interest – Angie Durant

3. ADOPTION OF THE AGENDA

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

Motion Carried

4. ADOPTION OF PREVIOUS MINUTES

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

Motion Carried.

5. UNFINISHED BUSINESS

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

6. NEW BUSINESS

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

B. Funding Requests for 2021

a) Boys and Girls Club

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

Motion Carried

b) Chinook’s Edge – Family School Wellness

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

Motion Carried

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

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

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

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

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

4C) Future meeting dates

7. CORRESPONDENCE AND INFORMATION

8. ADJOURNMENT

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

Future Meeting dates:

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

These minutes were approved on March 18, 2021.

 Angie Durant, Chair

March 18, 2021
 Date

 Terri Sperle, Recording Admin

January 21, 2021
 Date



Minutes of the Town of Olds **MUNICIPAL PLANNING COMMISSION (MPC)** meeting held on Thursday, **April 15, 2021** at 8:30 a.m.

Present – MPC Members

Public at Large: Leon Muir, Phyllis Horpenuk, Rudy Durieux

Elected Officials: Councillor Mitch Thomson, Councillor Mary Jane Harper, Councillor Mary Anne Overwater

Absent – MPC Members

Absent: Dan Peters

Present – Staff

Scott Chant, Municipal Planning Commission Secretary & Director of Operations; Kyle Sloan, Development Officer; Melissa Kilbride, Commission Recorder

Absent – Staff

Absent:

1. Call to Order

Chair Rudy Durieux called the meeting to order at 8:28 a.m.

1A. Added Item(s)

1B. Adoption of Agenda

Moved by Councillor Mary Jane Harper, "to adopt the agenda for the Municipal Planning Commission meeting of March 18, 2021 as presented."

Motion Carried 21.020

2. Adoption of Previous Minutes

Moved by Commissioner Phyllis Horpenuk, "to adopt the meeting minutes from March 18, 2021 Municipal Planning Commission meeting as amended."

Motion Carried 21.021

3. Business Arising from the Minutes

4. New Business

4A) DP21-022

Home Occupation Class 2 – Home Beauty Spa
24 Coutts Close

Kyle Sloan, Development Officer, presented this application as contained in the agenda.

Applicant was not present.

Councillor Mary Jane Harper to ask question on behalf of Commissioner Dan Peters regarding the applicant only having one customer per day?

Kyle Sloan responded the applicant put in their application there would only be one customer per day.

Moved by Commissioner Phyllis Horpenuk, "that the Municipal Planning Commission approve Development Permit Application DP21-022 as presented, subject to conditions listed in the attached draft Development Permit."

Motion Carried 21.022

4B) DP21-027

**Accessory Building (35' x 45' Fabric Cold Storage)
4102 50 Avenue**

Kyle Sloan, Development Officer, presented this application as contained in the agenda.

Applicant was not present.

Councillor Mary Jane Harper to ask question on behalf of Commissioner Dan Peters regarding the number of buildings that can be on this property?

Secretary Scott Chant responded the number of buildings on a residential lot is 60% based on the lot size.

Commissioner Phyllis Horpenuk asks how are they going to anchor the structure?

Kyle Sloan, Development Officer, responded that a building of this size will require a building permit that will require instructions for this building to be anchored.

CLOSED SESSION

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

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

"Moved by Councillor Mary Jane Harper, "that Municipal Planning Commission move to closed session in accordance with section 197(2) of the Municipal Government Act to discuss matters exempt from disclosure under FOIP Sections 16 & 25 at 8:50 am with Leon Muir, Phyllis Horpenuk, Rudy Durieux, Scott Chant, Municipal Planning Commission Secretary & Director of Operations, Kyle Sloan, Development Officer, Melissa Kilbride, Scribe in attendance for the FOIP Section 25 item and for the FOIP16 item that Councillor Mitch Thomson, Councillor Mary Jane Harper, Councillor Mary Anne Overwater.

Motion Carried 21-023

The public were moved to the waiting room of the meeting platform at 8:55 a.m.

"Moved by Commissioner Leon Muir, "that the meeting reconvenes to the regular Council meeting at 9:10 a.m."

Motion Carried 21-024

Councillor Mary Ann Overwater asks what does temporary mean?

Councillor Mitch Thomson responds with the addition of temporary building to the applicant's development permit that it will move the applicant to rezoning his property in the future.

Secretary Scott Chant asks to add another condition to the development permit that states this structure is temporary until rezoning is done to the applicant's property and neighboring properties in the future.

Moved by Councillor Mary Jane Harper, "that the Municipal Planning Commission approve Development Permit Application DP21-027 as a temporary building, subject to the amended conditions listed in the attached draft Development Permit."

Motion Carried 21.025

4C) DP21-028

**Sea Can-Type Storage Site
6220 Imperial Way**

Kyle Sloan development officer presented this application as contained in the agenda.

Applicant was not present.

Councillor Mary Anne Overwater asks if this will have a smell? Will the sea-can be lined or the area around it be lined so that there is no leaking?

Development Officer Kyle Sloan responded stating there will be no smell from the product and there will be no leaking as they must follow strict federal and provincial regulations.

Commissioner Leon Muir asks if this site will be temporary storage and if is being transported to another area.

Secretary Scott Chant responded stating they work for cable companies and they have strict rules towards how they dispose their product. There are two disposal sites they can take their product to in Red Deer, Alberta or Calgary, Alberta.

Moved by Councillor Mitch Thomson, "that the Municipal Planning Commission approve Development Permit Application DP21-028 as presented, subject to conditions listed in the attached draft Development Permit."

Motion Carried 21.026

4D) DP21-042

**Variance to Allow 1.82 metre (6') Fence in Front Yard
5874 Imperial Way**

Kyle Sloan development officer presented this application as contained in the agenda.

Applicant was not present.

Councillor Mary Ann Overwater expressed concern that MPC should not start a president for building a fence higher in the front yard of properties.

Councillor Mitch Thomson asked to make a condition to drop down the fence height that would be in the front of the property.

CLOSED SESSION

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

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

"Moved by Councillor Mary Jane Harper, "that Municipal Planning Commission move to closed session in accordance with section 197(2) of the Municipal Government Act to discuss matters exempt from disclosure under FOIP Sections 16 & 25 at 9:25 am with Leon Muir, Phyllis Horpenuk, Rudy Durieux, Scott Chant, Municipal Planning Commission Secretary & Director of Operations, Kyle Sloan, Development Officer, Melissa Kilbride, Scribe in attendance for the FOIP Section 25 item and for the FOIP16 item that Councillor Mitch Thomson, Councillor Mary Jane Harper, Councillor Mary Anne Overwater.

Motion Carried 21.027

The public were moved to the waiting room of the meeting platform at 9:30 a.m.

"Moved by Mitch Thomson, "that the meeting reconvenes to Municipal Planning Commission at 9:40 a.m." **Motion Carried** 21.028

Moved by Councillor Mitch Thomson, "that the Municipal Planning Commission does not approve Development Permit Application DP21-042 as presented, on the basis that it does not conform to the Land Use Bylaw for front yard fences."

Motion Carried 21.029

5. Correspondence and Information

5A) March 2021 Development & Building Permits and Monthly Building Permit Statistics

Kyle Sloan, Town of Olds Development Officer reported on the list of development and building permit approvals and the building permit statistics for March 2021.

Moved by Councillor Mary Jane Harper "that the development updates be received as information."

Motion Carried 21.030

6. Adjournment


The next Municipal Planning Commission meeting will be May 20, 2021 at 8:30 a.m. Zoom Conference.

Councillor Mitch Thomson moved to adjourn the Municipal Planning Commission meeting at 9:52 a.m.

Motion Carried 21.031

These Minutes approved May 20, 2021.


RUDY DURIEUX
CHAIRPERSON


SCOTT CHANT
SECRETARY TO THE COMMISSION
DOUG AGSTAFF

| Permit # | Roll # | Owner | Applicant | Civic Address | Lot | Block | Plan | Land Use District | App Description | Category | Value of Project |
|----------|----------|---------------------------|----------------------------|--------------------------|------|-------|---------|-------------------|------------------------------|--------------------------------|------------------|
| 21-022 | 6019900 | Brandee Vermeulen | Brandee Vermeulen | 24 Coutts Close | 48 | 1 | 1711397 | R1 | Home Beauty Spa | Home Occupation | \$0.00 |
| 21-027 | 6000500 | James Rosenberger | James Rosenberger | 4102 50 Avenue | | 1 | 9311714 | UR | Fabric Cold Storage Building | Accessory Building | \$6,000.00 |
| 21-028 | 4604900 | 1458950 Alberta Inc. | Hydrodig Olds | 6220 Imperial Way | 3 | 9 | 7810829 | I1 | Slurry Storage | Sea Can | \$15,000.00 |
| 21-038 | 4605700 | 2246131 Alberta Ltd. | Curtis Luzi | 6312 46 Street | 5B | 11 | 9310436 | CH | Freestanding Sign | Commercial Signage | \$9,000.00 |
| 21-043 | 7002700 | Martin & Bonnie Supernant | Martin & Bonnie Supernant | #27 5800 46 Street | A | | 7063JK | R4 | Enclose Existing Deck | Residential Addition | \$2,000.00 |
| 21-045 | 4605600 | Advanced Telecom Olds | Priority Permits Ltd. | 6308 46 Street | 4B | 11 | 9811906 | CH | Fascia & Freestanding Signs | Commercial Signage | |
| 21-046 | 3601400 | Robert Braun | Robert Braun | 5118 57 Avenue | 7 | 1 | 5063JK | R1 | Carport | Residential Accessory Building | \$4,000.00 |
| 21-047 | 3813000 | SY & S Restaurant Ltd. | 1893298 Alberta Ltd. | 5509 46 Street | 6 | 42 | 9512962 | CH | Outdoor Patio for Restaurant | Commercial Addition | \$45,000.00 |
| 21-049 | 4606500 | Martien & Tietsia Huijzer | Peter Huijzer | 3 Imperial Close | 11 | 11 | 8110794 | I1 | Canvas Storage Building | Industrial Accessory Building | \$20,000.00 |
| 21-050 | 4900218 | Mitch Thomson | Mitch Thomson | 40 Vantage Crescent | 14 | 2 | 0715166 | R1 | Marketing Business | Home Occupation | |
| 21-052 | 52194100 | Kevin Stromsmoe | Long Sky Developments Ltd. | Unit 870, 6700 46 Street | 9 | 12 | 0710777 | C-SC | Temporary Patio | Commercial Addition | |
| 21-053 | 3647700 | Kelly Vanderburgh | Kelly Vanderburgh | 6263 Cypress Close | 12 | 11 | 9311450 | R2 | Detached Garage | Residential Accessory Building | \$15,000.00 |
| 21-054 | 4300801 | Galanis Holdings Ltd. | Alex Galanis | 5038 46 Street | 10 | 11 | 1712218 | CH | Temporary Patio | Commercial Addition | \$6,500.00 |
| 21-055 | 3824800 | Vasilios Holdings Ltd. | Bulldogs Saloon | 4710 50 Avenue | 3, 4 | 1 | 868E | C1 | Temporary Patio | Commercial Addition | |
| 21-056 | 3614700 | Kelsey Plowman | Kelsey Plowman | 39 Beech Crescent | 2 | 9 | 8011536 | R1 | Patio & Stairs | Residential Addition | \$11,544.00 |
| 21-057 | 4203700 | 1598375 Alberta Ltd. | Boston Pizza Olds | 4520 46 Street | 2 A | | 8810024 | CH | Temporary Patio | Commercial Addition | \$6,000.00 |
| 21-058 | 3412700 | Lee-Anne Akister | Lee-Anne Akister | 23 Viceroy Crescent | 64 | 1 | 1113165 | R1 | Marketing Business | Home Occupation | |
| 21-059 | 4901400 | Manor Investments | Jalin Homes Inc. | 43 Vincent Crescent | 63 | 4 | 1312693 | R1 | Detached Dwelling | New Residential | \$200,000.00 |
| 21-062 | 4003100 | 1340289 Alberta Ltd. | Tracks Pub | 4919 49 Avenue | 1-5 | 9 | 2186H | C1 | Temporary Patio | Commercial Addition | |
| 21-065 | 3904900 | Meta Klimek | Meta Klimek | 5333 49 Avenue | 7 | 13 | 2396HE | C1 | New Windows | Commercial Addition | \$2,600.00 |

\$342,644.00

2021 BUILDING PERMIT STATISTICS

84

| | Residential | | | | | | | | | | Commercial | | Industrial | | Institutional | | TOTALS | |
|-----|-------------------|----------------|--------|-------|--------|------------|-------|--------|-----------------|--------------|------------|--------------|------------|-------------|---------------|--------|--------|----------------|
| | Detached Dwelling | | Duplex | | | Multi-Unit | | | Acc. Bldg/Other | | # | Value | # | Value | # | Value | # | Value |
| | # | Value | # | Units | Value | # | Units | Value | # | Value | | | | | | | | |
| Jan | 2 | \$640,000.00 | | | | | | | 2 | \$130,000.00 | 1 | \$80,000.00 | | | | | 5 | \$850,000.00 |
| Feb | 4 | \$982,000.00 | | | | | | | 3 | \$75,500.00 | | | | | | | 7 | \$1,057,500.00 |
| Mar | 2 | \$640,000.00 | | | | | | | 9 | \$445,700.00 | 2 | \$57,000.00 | 1 | \$50,000.00 | | | 14 | \$1,192,700.00 |
| Apr | 1 | \$200,000.00 | | | | | | | 4 | \$32,544.00 | 2 | \$45,000.00 | 1 | \$20,000.00 | | | 8 | \$297,544.00 |
| May | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Jun | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Jul | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Aug | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Sep | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Oct | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Nov | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Dec | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| | 9 | \$2,462,000.00 | 0 | 0 | \$0.00 | 0 | 0 | \$0.00 | 18 | \$683,744.00 | 5 | \$182,000.00 | 2 | \$70,000.00 | 0 | \$0.00 | 34 | \$3,397,744.00 |

2020 BUILDING PERMIT STATISTICS

| | Residential | | | | | | | | | | Commercial | | Industrial | | Institutional | | TOTALS | |
|-----|-------------------|----------------|--------|-------|----------------|------------|-------|--------|-----------------|--------------|------------|----------------|------------|--------------|---------------|-----------------|--------|-----------------|
| | Detached Dwelling | | Duplex | | | Multi-Unit | | | Acc. Bldg/Other | | # | Value | # | Value | # | Value | # | Value |
| | # | Value | # | Units | Value | # | Units | Value | # | Value | | | | | | | | |
| Jan | | | | | | | | | | | 2 | \$216,000.00 | | | 1 | \$200,000.00 | 3 | \$416,000.00 |
| Feb | | | | | | | | | 1 | \$16,000.00 | 4 | \$153,000.00 | | | | | 5 | \$169,000.00 |
| Mar | 1 | \$410,000.00 | | | | | | | 1 | \$6,000.00 | 3 | \$11,730.00 | | | | | 5 | \$427,730.00 |
| Apr | | | | | | | | | 5 | \$89,278.00 | 2 | \$138,000.00 | | | 1 | \$400,000.00 | 8 | \$627,278.00 |
| May | | | | | | | | | 5 | \$51,900.00 | 2 | \$8,500.00 | 1 | \$4,000.00 | | | 8 | \$64,400.00 |
| Jun | 1 | \$450,000.00 | | | | | | | 3 | \$31,552.25 | | | | | | | 4 | \$481,552.25 |
| Jul | 1 | \$500,000.00 | 1 | 2 | \$900,000.00 | | | | 16 | \$244,274.95 | 1 | \$500.00 | | | | | 19 | \$1,644,774.95 |
| Aug | | | 1 | 2 | \$477,000.00 | | | | 3 | \$32,500.00 | 1 | \$7,500.00 | | | 2 | \$550,000.00 | 7 | \$1,067,000.00 |
| Sep | | | 1 | 2 | \$440,000.00 | | | | 4 | \$172,500.00 | | | | | | | 5 | \$612,500.00 |
| Oct | | | | | | | | | 12 | \$159,563.45 | 1 | \$240,000.00 | 1 | \$100,000.00 | | | 14 | \$499,563.45 |
| Nov | 1 | \$370,000.00 | | | | | | | 2 | \$121,000.00 | 3 | \$220,000.00 | 2 | \$110,000.00 | 3 | \$23,975,000.00 | 11 | \$24,796,000.00 |
| Dec | | | | | | | | | 1 | \$14,165.96 | 2 | \$20,000.00 | | | | | 3 | \$34,165.96 |
| | 4 | \$1,730,000.00 | 3 | 6 | \$1,817,000.00 | 0 | 0 | \$0.00 | 53 | \$938,734.61 | 21 | \$1,015,230.00 | 4 | \$214,000.00 | 7 | \$25,125,000.00 | 92 | \$30,839,964.61 |



Minutes of the Town of Olds **MUNICIPAL PLANNING COMMISSION (MPC)** meeting held on Thursday, **May 20, 2021** at 8:30 a.m.

Present – MPC Members

Public at Large: Leon Muir, Phyllis Horpenuk, Rudy Durieux, Dan Peters

Elected Officials: Councillor Mitch Thomson, Councillor Mary Jane Harper, Councillor Mary Anne Overwater

Absent – MPC Members

Absent:

Present – Staff

Doug Wagstaff, Municipal Planning Commission Secretary & Director of Operations; Kyle Sloan, Development Officer; Melissa Kilbride, Commission Recorder

Absent – Staff

Absent:

1. Call to Order

Chair Rudy Durieux called the meeting to order at 8:28 a.m.

1A. Added Item(s)**1B. Adoption of Agenda**

Moved by Commissioner Phyllis Horpenuk, "to adopt the agenda for the Municipal Planning Commission meeting of May 20, 2021 as presented."

Motion Carried 21.032

2. Adoption of Previous Minutes

Moved by Commissioner Dan Peters, "to adopt the meeting minutes from April 15, 2021 Municipal Planning Commission meeting as amended."

Motion Carried 21.033

3. Business Arising from the Minutes**4. New Business****4A) DP21-044**

4851 58 Street

Change of Use to Outdoor RV Storage

Kyle Sloan, Development Officer, presented this application as contained in the agenda.

Applicant was not present.

Moved by Councillor Mary Jane Harper, "that the Municipal Planning Commission approve Development Permit Application DP21-044 as presented, subject to conditions listed in the attached draft Development Permit."

Motion Carried 21.034

4B) DP21-048
4421 55 Avenue
Secondary Suite

Kyle Sloan development officer presented this application as contained in the agenda.

Applicant was not present.

Moved by Commissioner Phyllis Horpenuk, "that the Municipal Planning Commission approve Development Permit Application DP21-048 as presented, subject to conditions listed in the attached draft Development Permit."

Motion Carried 21.035

4C) DP21-060
5629 51 Street
Detached Garage with Variance to Maximum Total Area

Kyle Sloan development officer presented this application as contained in the agenda.

Applicant was not present.

Moved by Councillor Mitch Thomson, "that the Municipal Planning Commission does not approve Development Permit Application DP21-060 as presented".

Motion Carried 21.036

4D) DP21-064
5603 43 Street Close
Secondary Suite

Kyle Sloan development officer presented this application as contained in the agenda.

Applicant was not present.

Moved by Councillor Mary Jane Harper, "that the Municipal Planning Commission that Development Permit Application DP21-064 be deferred to June 17, 2021 Municipal Planning Commission meeting to gain more information.

Motion Carried 21.037

4E) DP21-070
#32 5013 61 Avenue
Variance to Front Yard and Rear Setbacks

Kyle Sloan development officer presented this application as contained in the agenda.

Applicant was not present.

Moved by Commissioner Dan Peters, "that the Municipal Planning Commission does approve Development Permit Application DP21-070 as presented, subject to conditions listed in the attached draft Development Permit."

Motion Carried 21.038

5. Correspondence and Information

5A) Letter of Designation: Secretary to the Municipal Planning Commission – Doug Wagstaff

5B) April 2021 Development & Building Permits and Monthly Building Permit Statistics

Kyle Sloan, Town of Olds Development Officer reported on the list of development and building permit approvals and the building permit statistics for April 2021.

Moved by Commissioner Phyllis Horpenuk "that the development updates be received as information."

Motion Carried 21.039

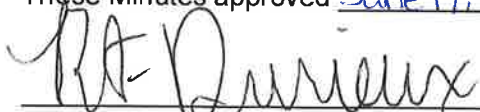
6. Adjournment

The next Municipal Planning Commission meeting will be June 17, 2021 at 8:30 a.m. Zoom Conference.

Commissioner Leon Muir moved to adjourn the Municipal Planning Commission meeting at 9:13 a.m.

Motion Carried 21.040

These Minutes approved June 17, 2021.



RUDY DURIEUX
CHAIRPERSON



DOUG WAGSTAFF
SECRETARY TO THE COMMISSION

| Permit # | Roll # | Owner | Applicant | Civic Address | Lot | Block | Plan | Land Use District | App Description | Category | Value of Project |
|----------|---------|---------------------------------|------------------------------------|----------------------|--------|-------|---------|-------------------|------------------------------------|--------------------------------|------------------|
| 21-044 | 3104004 | Complete Concrete Services Ltd. | Byron Campbell | 4851 58 Street | 14 | 3 | 1711160 | I1 | Outdoor Storage Yard | Industrial Change of Use | \$30,000.00 |
| 21-048 | 4502700 | Tom & Megan Fisher | Tom & Megan Fisher | 4421 55 Avenue | 2A | 2 | 4956JK | R2 | Basement Suite | Secondary Suite | \$25,000.00 |
| 21-060 | 3719000 | Erik Olsen | Erik Olsen | 5629 51 Street | 26 | 44 | 511JK | | Detached Garage | Residential Accessory Building | \$15,000.00 |
| 21-063 | 3810200 | Darrell Taylor | Darrell Taylor | 5641 50 Street | 10 | 60 | 7151HD | R1 | Addition to Garage | Residential Accessory Building | \$20,000.00 |
| 21-066 | 4602401 | John Cavanaugh | Ian & Mary Taylor | 5860 Imperial Drive | 12 | 7 | 7510484 | R5A | Detached Garage | Residential Accessory Building | \$62,000.00 |
| 21-067 | 9002200 | Joe & Brenda Berreth | Cornerstone Flooring & Renovations | #22-5210 65 Avenue | 5 | 1 | 0513391 | R4 | Attached Garage | Residential Addition | \$35,000.00 |
| 21-068 | 4901200 | Kevin Kreese | Kevin Kreese | 35 Vincent Crescent | 61 | 4 | 1312693 | R1 | Enclose Existing Deck | Residential Addition | \$8,000.00 |
| 21-069 | 3105401 | Far West Electric Ltd. | Cody McEwen | 5712B 47 Avenue | 15 | 2 | 1212229 | I1 | New Welding & Fabricating Business | Industrial Change of Use | |
| 21-070 | 8003200 | 1872027 Alberta Ltd. | Evan Sherman | #32-5103 61 Avenue | | 1 | 7710095 | R4 | Front & Rear Yard Relaxation | Variance | |
| 21-071 | 6018900 | Richardson Bros Ltd. | 1893298 Alberta Ltd. | 9 Coutts Close | 38 | 1 | 1611540 | R1 | Detached Dwelling | New Residential | \$400,000.00 |
| 21-072 | 3800700 | Tim Hus | Hollyberry | 5010 50 Avenue | 6 | 4 | 868E | C1 | Fascia Sign | Commercial Signage | \$400.00 |
| 21-073 | 4200200 | Singh Enterprises Corp. | Shangri-La Development Ltd. | 4529 49 Avenue | 1 | 50 | 2652S | CHA | New Take-out Restaurant | Commercial Change of Use | \$90,000.00 |
| 21-074 | 4900319 | Nicole Bonneville | Michael Black | 12 Vermont Close | 49 | 1 | 0814349 | R1 | Driveway Widening | Residential Addition | \$3,000.00 |
| 21-076 | 5216300 | Angela Dalton | Angela Dalton | 104 Willow Green | 9 | 2 | 0410118 | R1 | Rear Yard Deck | Residential Addition | \$5,000.00 |
| 21-078 | 6021000 | Richardson Bros Ltd. | 1893298 Alberta Ltd. | 2 Coutts Close | 60 | 1 | 1611540 | R1 | Detached Dwelling | New Residential | \$430,000.00 |
| 21-079 | 4520700 | Tracey & Terrance Horning | Keith Audley | 5609 43 Street Close | 12 | 18 | 8311012 | R1 | New Front Deck | Residential Addition | \$5,000.00 |
| 21-080 | 3903700 | Mary Jane Harper | Mary Jane Harper | 4637 52 Street | 32 | 29 | 8643HL | R1 | Existing Deck | Residential Addition | \$3,000.00 |
| 21-081 | 3613700 | Povl & Bibianne Munksgaard | Nichole Stotz | 102 Beech Crescent | 34, 35 | 8 | 8011536 | R2 | Solar Installation | Residential Addition | \$13,963.95 |

\$1,145,363.95



2021 BUILDING PERMIT STATISTICS

90

| | Residential | | | | | | | | | | Commercial | | Industrial | | Institutional | | TOTALS | |
|-----|-------------------|----------------|--------|-------|--------|------------|-------|--------|-----------------|--------------|------------|--------------|------------|-------------|---------------|--------|--------|----------------|
| | Detached Dwelling | | Duplex | | | Multi-Unit | | | Acc. Bldg/Other | | # | Value | # | Value | # | Value | # | Value |
| | # | Value | # | Units | Value | # | Units | Value | # | Value | | | | | | | | |
| Jan | 2 | \$640,000.00 | | | | | | | 2 | \$130,000.00 | 1 | \$80,000.00 | | | | | 5 | \$850,000.00 |
| Feb | 4 | \$982,000.00 | | | | | | | 3 | \$75,500.00 | | | | | | | 7 | \$1,057,500.00 |
| Mar | 2 | \$640,000.00 | | | | | | | 9 | \$445,700.00 | 2 | \$57,000.00 | 1 | \$50,000.00 | | | 14 | \$1,192,700.00 |
| Apr | 1 | \$200,000.00 | | | | | | | 4 | \$32,544.00 | 2 | \$45,000.00 | 1 | \$20,000.00 | | | 8 | \$297,544.00 |
| May | 1 | \$430,000.00 | | | | | | | 9 | \$177,500.00 | 2 | \$92,600.00 | | | | | 12 | \$700,100.00 |
| Jun | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Jul | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Aug | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Sep | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Oct | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Nov | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| Dec | | | | | | | | | | | | | | | | | 0 | \$0.00 |
| | 10 | \$2,892,000.00 | 0 | 0 | \$0.00 | 0 | 0 | \$0.00 | 27 | \$861,244.00 | 7 | \$274,600.00 | 2 | \$70,000.00 | 0 | \$0.00 | 46 | \$4,097,844.00 |

2020 BUILDING PERMIT STATISTICS

| | Residential | | | | | | | | | | Commercial | | Industrial | | Institutional | | TOTALS | |
|-----|-------------------|----------------|--------|-------|----------------|------------|-------|--------|-----------------|--------------|------------|----------------|------------|--------------|---------------|-----------------|--------|-----------------|
| | Detached Dwelling | | Duplex | | | Multi-Unit | | | Acc. Bldg/Other | | # | Value | # | Value | # | Value | # | Value |
| | # | Value | # | Units | Value | # | Units | Value | # | Value | | | | | | | | |
| Jan | | | | | | | | | | | 2 | \$216,000.00 | | | 1 | \$200,000.00 | 3 | \$416,000.00 |
| Feb | | | | | | | | | 1 | \$16,000.00 | 4 | \$153,000.00 | | | | | 5 | \$169,000.00 |
| Mar | 1 | \$410,000.00 | | | | | | | 1 | \$6,000.00 | 3 | \$11,730.00 | | | | | 5 | \$427,730.00 |
| Apr | | | | | | | | | 5 | \$89,278.00 | 2 | \$138,000.00 | | | 1 | \$400,000.00 | 8 | \$627,278.00 |
| May | | | | | | | | | 5 | \$51,900.00 | 2 | \$8,500.00 | 1 | \$4,000.00 | | | 8 | \$64,400.00 |
| Jun | 1 | \$450,000.00 | | | | | | | 3 | \$31,552.25 | | | | | | | 4 | \$481,552.25 |
| Jul | 1 | \$500,000.00 | 1 | 2 | \$900,000.00 | | | | 16 | \$244,274.95 | 1 | \$500.00 | | | | | 19 | \$1,644,774.95 |
| Aug | | | 1 | 2 | \$477,000.00 | | | | 3 | \$32,500.00 | 1 | \$7,500.00 | | | 2 | \$550,000.00 | 7 | \$1,067,000.00 |
| Sep | | | 1 | 2 | \$440,000.00 | | | | 4 | \$172,500.00 | | | | | | | 5 | \$612,500.00 |
| Oct | | | | | | | | | 12 | \$159,563.45 | 1 | \$240,000.00 | 1 | \$100,000.00 | | | 14 | \$499,563.45 |
| Nov | 1 | \$370,000.00 | | | | | | | 2 | \$121,000.00 | 3 | \$220,000.00 | 2 | \$110,000.00 | 3 | \$23,975,000.00 | 11 | \$24,796,000.00 |
| Dec | | | | | | | | | 1 | \$14,165.96 | 2 | \$20,000.00 | | | | | 3 | \$34,165.96 |
| | 4 | \$1,730,000.00 | 3 | 6 | \$1,817,000.00 | 0 | 0 | \$0.00 | 53 | \$938,734.61 | 21 | \$1,015,230.00 | 4 | \$214,000.00 | 7 | \$25,125,000.00 | 92 | \$30,839,964.61 |



PRIOR TO ADOPTION

Minutes of the Public Art Advisory Committee (PAAC) meeting held Wednesday, February 10, 2021, at 7:00 pm, conducted electronically via ZOOM

ATTENDANCE:

Nan McKernan, Lori-Jo Graham, Michael Brown, Renu Mathew, Councillor Mary Anne Overwater, Councillor Mary Jane Harper, Doug Wagstaff, Michelle Jorgensen.

Chair: Lori-Jo Graham

Meeting Recorder: Michelle Jorgensen

1. CALL TO ORDER

- a) Check-in - Chair Graham called the meeting to order at 7:06 pm.
 - Roundtable checkin.

2. ADOPTION OF THE AGENDA

- a) Added Item(s) – item added as 6.(d) PAAC Community-Member/Public-At-Large Vacancy
- b) Adoption of the Agenda – Motion to adopt the Agenda by Councillor Overwater.
Motion Carried PAAC21-01

3. ADOPTION OF PREVIOUS MINUTES

- a) Minutes from the Meeting held November 17, 2020 - Motion to adopt the Minutes from November 17, 2020, by N. McKernan.
Motion Carried PAAC21-02

4. PRESENTATIONS

5. BUSINESS ARISING OUT OF MINUTES

6. NEW BUSINESS

- a. Draft Mural Bylaw – D. Wagstaff presented the draft Mural Bylaw. Discussion held regarding removal of previous version clauses under SCHEDULE D-1: MURALS, 3.0 General Provisions (7) with respect to “Nudity/partial nudity” and “Graffiti/Street art”. Further discussion, agreed that PAAC could make informed decisions around what is respectful.
 - Discussed clause added as SCHEDULE D-1: MURALS, 2.0 Applications (3) that implements a 30-day time frame for a decision from PAAC once the Committee has received the application materials from the Development Officer. Discussion held. This should be sufficient time as applicants would be encouraged to engage in pre-application consultation with the Town.

- Concern was raised about the complexity of the process as presented in the Mural Bylaw. Councillor Overwater explained that Council isn't opposed to murals, they just want clarity around who's responsible for maintaining and in the event something is or becomes unsightly or offensive. Councillor Harper shared further that the process for building a shed on your property also requires a similar process that needs to be followed to apply for development. Art is tougher because it isn't a black and white process, that's why PAAC members who have the capacity to make informed decisions on art review it.
- It's good to have a plan for when these applications come up that is understandable and transparent. Discussed content of murals.
- As long as there is no risk to content, it's tough when you mandate subject matter. Example of "encouraged" not "mandated" in language around heritage content.
- Similar process for sign, technical details considered by development officer – development officer not equipped to deal with considering art applications.
- Process allows for artistic creativity.
- Vancouver Mural process referenced. Councillor Overwater confirmed that most municipalities have a process, need to have a process to deal with something that could be offensive.
- Process does allow for artists to explore their talents.
- Owner of property and artist come up with proposal/application.
- Committee acts as guide role, communication back and forth and can bring in whatever specialist advisor that a particular project may require.
- D. Wagstaff shared further about the timeline and process. There could be (should be) pre-application consultation with Heritage Advisor/PAAC, preparatory work, communication, prior to submitting final application to Development Officer.
- PAAC can provide that advice to Council because they are in touch with community standards as well as possessing artist expertise.
- Need some kind of process to try to avoid future controversies.
- Looked at other communities but designed to fit with our community.
- As we grow as a community, to help facilitate successful projects.
- This process could have helped with other mural projects (i.e. Koi Fish).
- Process results in stronger final piece.
- Discussion around Cornerstone Art Commons project process – all involved learned so much, resulted in wonderful artwork, no pushback from community because the right process.

PAAC Meeting – February 10, 2021

- PAAC could be called into the pre-application process, applicants are encouraged to interact with the Town prior to submitting their formal application, the 30-day timeframe is the formal administrative approval.
- All were comfortable with the process.
- Day 1 of the 30 days commences when the Development Officer provides PAAC with the application materials.
- Discussion around Mural Content:
 - o SCHEDULE D-1: MURALS, 3.0 General Provisions (6) regarding “Text” – a mural can’t be a sign, sponsorship can’t be the main focus.
 - o SCHEDULE D-1: MURALS, 3.0 General Provisions (7) (g) – can’t legislate how people are going to feel about art – M. Jorgensen to ask Mr. Teal what the origins of/rationale for this clause are.
 - o SCHEDULE D-1: MURALS, 3.0 General Provisions (5) – why is this clause here? Would this be better as an official call for historical themed works? Need clarity around this. Perhaps it is a redundant clause and could be removed because of similar requirement in SCHEDULE D-1: MURALS, 3.0 General Provisions (8) (a). All prefer language of “shall encourage” over “may require”. Councillor Harper shared that Council has discussed having historical murals on the back of historical buildings.
 - o SCHEDULE D-1: MURALS, 3.0 General Provisions (7) (f) – all agreed word choice of “religious viewpoints” was good, but remove “or content” – what if mural is on the side of a Church?
 - o SCHEDULE D-1: MURALS, 3.0 General Provisions (8) – this clause might be limiting, what is the usefulness? D. Wagstaff explained that the intent is to encourage, not limit, what Council may want to see. Discussion held. Suggestion to revise clause to remove subclauses (a) – (e) and word as follows: “Murals shall be encouraged, but not required, to have a linkage to historical and/or local culture.”
- Question around Augmented Reality (i.e. interactive window in Calgary) was raised. Discussed, but decided that it is not related to this Bylaw. Table to future meeting.
- 8:15 pm D. Wagstaff had to exit meeting due to another commitment.
- Councillor Overwater asked the Committee if there were any comments on clause SCHEDULE D-1: MURALS, 3.0 General Provisions (10)? Council just wants clarity around this, not against murals. If it becomes deemed “unsightly” Community Standards Bylaw comes into effect. No concerns from Committee.

N. McKernan moved that Council be encouraged to consider the commentary and suggestions of PAAC with respect to the proposed revisions to Mural Bylaw No. 2021-01. Motion Carried PAAC21-03

- b. Revised Public Art Policy discussion ensued on the following:
- PAAC making recommendations to MPC re: applications
 - Council discussing the process for applications on murals
 - Suggestion made for a process map of mural application process

94

Although the Development Authority has been designated to MPC from Council, under the LUB, the proposed Mural Bylaw could lay out that decisions regarding murals stay with Council if that's the desire of Council.

- c. Correspondence to Council from Uptowne Olds Committee – Councillor Overwater explained that now with PAAC in place the process will be different than the previous experience with murals in Uptowne. Councillor Harper further clarified that this letter was written prior to Council's discussion about the Mural Bylaw at their meeting February 1/21, and many of the concerns have been addressed. Letter more for information.
- N. McKernan found the letter positive, open and with a desire to be inclusive.
 - Councillor Overwater confirmed there are measures in place for Mural applications and now there will be more, improved, measures in place. The Mayor will respond to the letter.
- d. PAAC Community-Member/Public-At-Large Vacancy – With the recent resignation of R. Irwin, discussed waiting until October for the next time that people could be appointed or does Council want to appoint someone sooner? A new appointment could expire in October or 2 years from now. Generally felt it was good to have as many people as possible on the Committee.

Motion - M. Brown moved to recommend to Council that they consider advertising for a new public member now. Motion Carried PAAC21-04

7. ACTION ITEMS

- a) M. Jorgensen to ask Mr. Teal about the origins of/rationale for clause SCHEDULE D-1: MURALS, 3.0 General Provisions (7) (g).

8. ADJOURNMENT

- a) Next Meeting will be scheduled as required - TBD
- b) Check Out – Roundtable checkout – Mural Bylaw coming to Council meeting February 22/21 at 1:00 pm via zoom.

Adjournment – Chair Graham moved to adjourn the meeting at 8:35 pm. Motion Carried PAAC21-05

Lori-Jo Graham
Chair

Michelle Jorgensen
Vice Chair or Recording Clerk

These minutes were approved on the day of _____, 2021.

Meeting Highlights – Council Briefings

From RDRMUG Regular Meeting

May 20, 2021

(Meeting was held virtually on ZOOM)

1. Attendance: 25 Participants via ZOOM

2. [Click here](#) for DRAFT Meeting Minutes

3. Presentations:

Alberta WaterSMART:

C. Jackson – Chief Operation Officer

L. Corbeil – Program Manager

Presentation Included: ([click here](#) for pdf presentation [click here](#) for video presentation)

Access code for video: hr?43Y?V

- Provide an update on current WaterSMART mandates and projects.
- Relevant work done in the Red Deer River Basin.
- Review of the “modeling” program done on the Red Deer River.
- Discuss modeling results relating to future storage, drought management/sharing, overall watershed management.

These topics tied directly into the RDRMUG concerns as stated in our Handbook

4. RDRMUG Handbook:

[Click here](#) for digital copy

Hardcopies have been sent to all municipalities within the Red Deer River Basin. Please advise if you require additional copies.

5. RDRMUG Video:

[Click here](#) to view

Please forward any comments/suggestions to execdir@rdmug.ca

6. Executive Director Succession/Replacement Update:

Notice of position has been sent to all RDRMUG Members. [Click here](#) for copy

A “Sub-Committee” has been formed from the Executive Committee to review applications and provide recommendations to the RDRMUG Membership. The Sub-Committee consists of RDRMUG Co-Chairs, Councillor D. Wyntjes, D. Drohomerski – CAO Town of Drumheller, Councillor A. Campbell and Current Executive Director K. Ryder.

7. Next RDRMUG Regular Meeting:

September 16, 2021

*Please note that the **July 15, 2021 meeting has been cancelled** – the Executive Committee will be at the “call of the chairs”.*

Regular Meeting

May 20, 2021 at 1:00 PM - Via Zoom

“An enduring healthy Red Deer River system with sufficient flows through all seasons to sustain communities, the economy and healthy aquatic environments”

Attendance: R. Kasco – Town of Oyen, G. Keiver – Kneehill County, A. Campbell – Town of Stettler, J. Slemph – Special Areas, G. Parsons – Town of Sylvan Lake, M. Marshall – Starland County, J. Wallsmith – MD of Acadia Valley, P. Massier – Red Deer County, J. Ireland – Lacombe County, G. Bates – Town of Innisfail, B. Windsor – Town of Didsbury, R. Poole – Town of Blackfalds, D. Drohomerski – Town of Drumheller, R. Wildeman – Town of Three Hills, W. Blatz – Town of Olds, T. Besuijen – Village of Alix, D. Grover – County of Stettler, B. Kulyk – Village of Consort, R. Hoyt – MD of Acadia Valley, K. Ryder – RDRMUG.

Guest Presenters: C. Jackson, COO - Alberta WaterSMART,
L. Corbeil, Program Manager - Alberta WaterSMART

1. Call to Order:

Co-Chair J. Ireland called the meeting to order at 1:00pm.

2. Adoption of Agenda:

2.1 Additions to Agenda: None

Motion: W. Blatz moved that the agenda for the May 20, 2021 RDRMUG regular meeting be adopted as presented. **Carried**

3. Presenter(s):

Alberta WaterSMART:

C. Jackson – Chief Operation Officer

L. Corbeil – Program Manager

Presentation Included: ([click here](#) for presentation)

- Provide an update on current WaterSMART mandates and projects.
- Relevant work done in the Red Deer River Basin.
- Review of the “modeling” program done on the Red Deer River.
- Discuss modeling results relating to future storage, drought management/sharing, overall watershed management.

These topics tied directly into the RDRMUG concerns as stated in our Handbook

4. Minutes:

98

4.1. Confirmation of Minutes of March 18, 2021

4.2. Business arising from Minutes of March 18, 2021: None

MOTION: B. Windsor moved that the Red Deer River Municipal User Group Meeting minutes of March 18, 2021 be adopted as presented.

Carried

5. Financial:

Financial Statements to April 30, 2021: ([Click here](#) for copy)

Executive Director Keith Ryder provided an overview of the financial statements to April 30, 2021.

- Balance Statement: Bank Balance - \$ 93,532.24
- Closing Surplus – \$ 68,170.76
- Statement of Revenue and Expenses – Revenue - \$ 27,883.77 (includes deferred memberships)
- Expenses - \$ 17,242.64
- Surplus (Loss) for Year to-date – \$ 10,641.13

5.1. Operating Budget: ([Click here](#) for approved copy)

Presented for reference and information

MOTION D. Drohomerski moved to accept the Financial Statements to April 30, 2021 as presented.

Carried

6. New Business:

6.1. RDRMUG Handbook: “Looking Back – Moving Forward”

- Hard copies have been sent to all municipalities within the Red Deer River Basin. Additional copies available.
- Digital copies are available ([click here](#)).
- Digital copies sent to all stakeholders including RDRWA, Alberta Water Council, AUMA, RMA, and Alberta Water Smart.
- Members are encouraged to share with their Councils, Administration and Water Department Staff.

Positive feedback received states that the Handbook contains concise information relating to the Basin, is easy to read, and understandable

6.2. Steering Committee – Next Steps – Future Actions

99

- Meeting held May 12, 2021 [Click here](#) for meeting summary.
- Review meeting held with Alberta Environment and Parks Senior Staff. [Click here](#) for meeting summary.

6.3. RDRMUG Video

- View “draft” of video. K. Ryder presented a viewing of the new RDRMUG Video which is designed to support the RDRMUG Handbook and provide basic information to Member’s Councils, Administration and Water Staff. It is hoped that the video will also be valuable to give new Councillors and staff an insight into RDRMUG.
A copy/link of the video will be provided as ready.

6.4. RDRMUG Executive Director Succession/Replacement Plan

- Notice of position has been sent to all RDRMUG Members. [Click here](#) for copy
- A “Sub-Committee” has been formed from the Executive Committee to review applications and provide recommendations to the RDRMUG Membership. The Sub-Committee consists of RDRMUG Co-Chairs, Councillor D. Wyntjes, D. Drohomerski – CAO Town of Drumheller, Councillor A. Campbell and Current Executive Director K. Ryder.

7. Provincial Coal Mining Up-date:

- RDRMUG will continue to monitor and provide members with all relevant information available on recent changes to Coal Mining Policies and Licensing issues. [Click here](#) for latest update from the Government of Alberta

8. Executive Committee Recommendations:

8.1. Combine Steering Committee with Executive Committee

(This will avoid duplication as most committee members are already a member of both committees).

Motion: To combine the RDRMUG Steering Committee with the RDRMUG Executive Committee.

B. Windsor

Carried

9. Executive Director Report:

9.1. Update on Administration items

9.2. Review upcoming events

- **RDRWA AGM and Spring 2021 Virtual Meeting**
June 15, 2021 [Click here](#) for information and registration.

Motion: To accept the Executive Director's report for information.

R. Poole

Carried

10. Agenda Additions: None

11. Correspondence & Articles: To be posted www.rdrmug.ca

12. Municipal Project Review: *An opportunity for all representatives to share their current and future water/waste water projects in an open round table format. If a member has a report that they wish to have included in the minutes we would ask for a written copy*

13. Next Meeting: September 16, 2021

Please note that there will not be a regular RDRMUG meeting scheduled for July 2021. The Executive Committee and Sub-Committee will meet at the "call of the chair".

14. Adjournment: 2:50pm

Motion by to adjourn RDRMUG regular meeting.

A. Campbell

Carried



Request for Decision

Correspondence and Information

June 28, 2021

RECOMMENDATION

That the Correspondence and Information Report ending June 28, 2021 be received for information.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

Excerpt from Council Communication Response Policy:

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

BACKGROUND

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

LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:

| ITEM # | FROM / TO | REGARDING |
|----------|---|----------------------------------|
| A | City of Fort Saskatchewan/ Minister of Justice and Solicitor General – June 8 | RCMP – letter of support |
| B | Town of Nanton / Minister of Justice and Solicitor General – June 9 | RCMP – letter of support |
| C | Cypress County / Minister of Justice and Solicitor General – June 16 | RCMP – letter of support |
| D | BeaverLodge / Premier Jason Kenney – Feb. 25, 2021 | RCMP – letter of support |
| E | Lav la Biche Coounty / Minister of Justice and Solicitor General – June 23 | RCMP – letter of support |
| F | Red Deer River Municipal Users Group | 2021 June/July newsletter |
| G | Bowden/Mayor Muzychka | Bowden Daze parade July 17, 2021 |
| H | Village of Rockyford/ Minister of Justice and Solicitor General – June 14 | RCMP – letter of support |
| I | Town of Olds/Minister of Municipal Affairs – May 26, 2021 | Disaster Recovery Program |
| J | Olds & District Hospice Society/ Town of Olds | Thank you note |

RISK/CONSEQUENCES

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

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

FINANCIAL CONSIDERATIONS – n/a**ATTACHMENTS** - Correspondence and Information packet is attached.

| | | |
|----------------|--------------------------------------|---------------------|
| Author: | Marcie McKinnon Legislative Clerk | Date: June 15, 2021 |
| CAO Signature: | Michael Merritt | Date: June 25, 2021 |

CITY of FORT SASKATCHEWAN



Gale Katchur
Mayor

10005 - 102 STREET 103
FORT SASKATCHEWAN, ALBERTA
CANADA T8L 2C5
TEL 780.992.6220
FAX 780.998.4774
gkatchur@fortsask.ca
www.fortsask.ca

June 8, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
Government of Alberta
424 Legislature Building
10800 - 97 Ave
Edmonton, Alberta T5K 2B6

RE: City of Fort Saskatchewan Support of the RCMP

Honourable Minister Madu,

City of Fort Saskatchewan City Council unanimously supports the RCMP as our City's law enforcement agency. This letter is in opposition of the Alberta Government's proposed provincial police force.

As the City of Fort Saskatchewan has a long-standing history and relationship with the RCMP, we have no desire to transition to a new model. We have an excellent working relationship with our Detachment and the Officer in Charge who consults council annually for our priorities for our community and provides regular and appropriate updates. Community challenges are addressed collaboratively and citizen respect and support for the RCMP remains high in Fort Saskatchewan. Our city has the longest serving police committee in the province which services as an additional community referent group for the RCMP. We find the RCMP to be progressive and receptive in meeting the needs of our city.

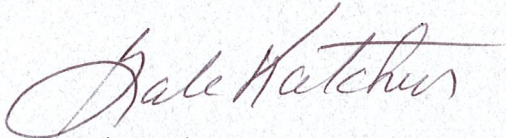
As Alberta looks at recovering from the pandemic economy, we strongly believe any efforts focused on a provincial police force are not what municipalities in Alberta need right now. The cost of a provincial police force is not something that municipalities can withstand and nor are we interested in exploring it any further. The City of Fort Saskatchewan currently pays 90 percent of our policing costs and we believe that investment serves our community well now and in the future. We believe the decision of our police force should remain at the local level.

The Alberta Police Federation Survey from October of 2020 found that replacing the RCMP is viewed as the least helpful measure tested to improve Alberta's place in Canada. Only 8 percent say replacing the RCMP helps a lot, only 6 percent support replacing the RCMP, and 81 percent of Albertans served by RCMP are satisfied with the service they receive.

The survey also stated that 70 percent of Albertans opposed replacing the RCMP with an expensive new provincial police force. We are with the majority of Albertans in stating that we have no interest in the creation of a new provincial police force.

In closing, we confirm our support of the RCMP and are opposed to any further exploration of a provincial police force.

Respectfully



Gale Katchur
Mayor of Fort Saskatchewan

cc: The Honourable Jason Kenney, Premier
The Honourable Ric Mclver, Minister of Municipal Affairs
Barry Morishita, President Alberta Urban Municipalities Association
Paul McLaughlin, President of Rural Municipalities Association
Rachel Notley, Leader of the Official Opposition
Jackie Armstrong-Homeniuk, MLA Fort Saskatchewan-Vegreville



Town of Nanton

105

1907 21 Avenue, PO Box 609, Nanton, Alberta T0L 1R0
P 403.646.2029 F 403.646.2653 nanton.ca

June 9th, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
Office of the Minister
Justice and Solicitor General
424 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

E-mail: ministryofjustice@gov.ab.ca

Dear Honourable Minister:

RE: Town of Nanton Support for the RCMP

As similarly noted by many other municipalities in recent weeks, Council is disappointed by the Province of Alberta's reluctance to acknowledge the outcome of its own consultative process by continuing with apparent plans to replace the RCMP with an Alberta Provincial Police Service. In this context, we add our support to those positions critical of such plans.

There is little doubt that those employed by either service would provide an acceptable level of police services to Albertans, but the rationale for a transition like this, and the costs it brings, is not at all clear. The local detachment model for small town and rural policing is hanging by a thread – would that be any different under an Alberta Provincial Police Service? Would it generate any more 'boots on the ground' in towns with a population of less than 5,000 or lead inexorably to the precise same urban hub centralization pressures that we are witnessing right now? *If effectively recruited and staffed, Nanton's RCMP detachment would serve the local area's needs perfectly well – the hub model of service delivery also deserves a chance to prove itself for regions of the Province where recruitment is really struggling.*

The Province's approach to funding the Rural Crime Initiative is arguably a greater threat to local services than the RCMP continuing as the provider of police services. The creation of the "Police Chargeback", which inexplicably lacks the fiscal transparency of a property tax requisition, will eventually hit our municipal tax base hard when the tax room generated by the 2020 cut to the Alberta Schools Foundation Fund requisition in Nanton shrinks further in 2022-23. Including this year, provincial requisitions and charges have represented 20-23 per cent of Nanton's overall property tax bill for the last three years. The journey toward 30 per cent likely begins next year when the Police Chargeback is again increased significantly. This charge has been introduced without evidence or guarantee of any improvement to police services in Nanton. *The Police Chargeback would presumably remain whether or not the RCMP remained the provider of police services in rural Alberta.*

106
You are encouraged to once again review the findings of the Fair Deal Panel's consultations and instead work with the RCMP to boost recruitment, retention and commitment to its detachments in such a way that makes the Police Chargeback look like a fiscally defensible fee for service in our communities.

Yours sincerely,
Town of Nanton



Jennifer Handley
Mayor

:NS

cc: Roger Reid, MLA Livingstone Macleod
John Barlow, MP
AUMA President and Board
RMA President and Board
MD of Willow Creek
Chief Superintendent Trevor Daroux
S/Sgt Greg Redl

**CYPRESS COUNTY**816 - 2nd Avenue, Dunmore, Alberta T1B 0K3

Phone: (403) 526-2888

Fax: (403) 526-8958

www.cypress.ab.ca

June 16, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800-97 Avenue
Edmonton, Alberta T5K 2B6

RE: Cypress County Support for the RCMP

Dear Minister Madu:

On behalf of Cypress County Council, I am writing to express our support for the continuation of the Royal Canadian Mounted Police as our provincial police force.

After reviewing the Fair Deal Panel: Report to Government, along with the many letters we have now received from other municipalities, Cypress County will stand with those municipalities in opposition of creating an Alberta Provincial Police Service.

The recommendation to create a provincial police service despite only 35% of respondents supporting the idea is troubling, especially coupled with an increase in cost to our ratepayers with no guarantee of any advancement in service. Alberta is a democracy, asking Albertans to fund a police service they are opposed to goes against the basic definition of democracy, to 'rule by the people'. We ask you to listen to your constituents and be our voice.

In Cypress County we are appreciative of the relationship we have with our local RCMP detachment and enhanced officer. We wish to continue this relationship for many years. We ask the Government of Alberta to listen to Albertans, continue forward with the RCMP and build an improved more cohesive relationship.

Sincerely,

Dan Hamilton, Reeve
Cypress County

cc. The Honourable Jason Kenney, Premier
The Honourable Ric McIver, Minister of Municipal Affairs
Drew Barnes, MLA Cypress-Medicine Hat
Michaela Glasgo, MLA Brooks-Medicine Hat
RMA Members

Feb 25, 2021

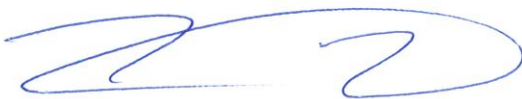
Honorable Premier Jason Kenney
307 Legislature Building
10800-97 Ave NW
Edmonton, AB
T5K 2B6

Dear Honourable Premier Kenney,

At the February 22 Town of Beaverlodge Council meeting, Council passed a resolution to forward a letter in support of the RCMP. Specifically, Council wanted to express its satisfaction for the level of service our community receives from the RCMP detachment in Beaverlodge and the regional support from the detachment in Grande Prairie. Additionally, the Town of Beaverlodge strongly believes that the RCMP should remain as the foremost policing force in the Province of Alberta and that Alberta should not transition to a Provincial Police Service.

We strongly believe that there is opportunity to greatly improve our Province's Judicial System and the apparent gaps due to the lack of Prosecutors and the subsequent return of repeat offenders to our community.

Respectfully,



Gary Rycroft, Mayor, Town of Beaverlodge

cc: Minister of Justice and Solicitor General Kaycee Madu
cc: Minister of Finance and MLA Travis Toews
cc: AUMA President & Chair Barry Morishita



June 23, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 – 97 Avenue
Edmonton AB T5K 2B6

Dear Minister Madu:

On behalf of Lac La Biche County Council, I wish to express our support for the continuance of the Royal Canadian Mounted Police (RCMP) service as Alberta's primary law enforcement agency. The RCMP are an iconic and well-respected law enforcement agency that Canadians turn to in times of need throughout our country—Alberta should not be an exception to this rule.

Moreover, we are concerned that the change from RCMP services to provincial police would mean a significant increase in the amount of taxes for the average citizen, whether through a rise in provincial taxes or a new burden placed on municipalities to pay for the policing that they need. This is especially important as we aim for a significant economic recovery as the end of the COVID-19 pandemic nears.

Lac La Biche County has also spent a significant amount of time building a collaborative, productive and positive relationship with the local RCMP detachment. Introducing a new police force at this time would put the fruitful dialogue and significant improvements in our local policing in jeopardy.

We look forward to having an open dialogue with the Province as to the outcome of the continuance of the Royal Canadian Mounted Police. Thank you for taking our concerns into consideration

Sincerely,

Omer Moghrabi
Mayor, Lac La Biche County

cc: Lac La Biche County Council

Ken Van Buul, Chief Administrative Officer

Premier Jason Kenney

MLA Laila Goodridge, Fort McMurray – Lac La Biche

MP David Yurdiga, Fort McMurray – Cold Lake

Barry Morishita, President, Alberta Urban Municipalities Association (AUMA)

Paul McLauchlin, President, Rural Municipalities of Alberta (RMA)

Honourable Ric McIver, Minister of Municipal Affairs

RMA Members

AUMA Members

RDRMUG MEETING(S)

Next Regular Meeting:
1:00pm

Thursday,
September 16, 2021
Venue to be determined

Executive Committee
Call of the Co-Chairs

NO JULY MEETING

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

execdir@rdrmug.ca
403-740-3185

or visit

www.rdrumg.ca

Useful Information
Links:

[Alberta Water Portal](#)

[Red Deer River Watershed
Alliance](#)

[Alberta Water Council](#)

[Alberta WaterSMART](#)

[Canadian Water Resources
Association](#)

Minutes from past meetings:

[Click here](#) minutes of May 20, 2021,
Regular Meeting (Unapproved)

[Click here](#) for minutes of March 18,
2021

Please contact execdir@rdrmug.ca
or visit www.rdrumg.ca

*If you require additional
documents.*

Red Deer River¹¹¹ MUNICIPAL USERS GROUP

JUNE/JULY 2021 NEWSLETTER – COUNCIL BRIEFING

NEWS ITEMS:

RDRMUG LAUNCHES NEW VIDEO

[CLICK HERE](#) TO VIEW
LOOKING BACK – MOVING FORWARD
2006-2020 2021-2025



RDRMUG SEEKING EXECUTIVE DIRECTOR REPLACEMENT

Current Executive Director K. Ryder has giving notice that
he will be stepping down at the end of 2021.

For information please contact:

execdir@rdrmug.ca

[Click here](#) **FOR EXPRESSION OF INTEREST**

ALBERTA ENERGY REGULATOR

Updated FAQ for centralized storage of fluids.

Once complete, the centralized fluid storage (CFS) project will enable
hydraulic fracturing operators to store large volumes of produced water
and other water-based fluids on sites for reuse instead of having it
hailed away for disposal.

[Click here](#) for information

Thanks to RDRMUG Co-Chair/County of Lacombe Councillor J. Ireland

NEXT GENERATION OF STORMWATER INCENTIVES

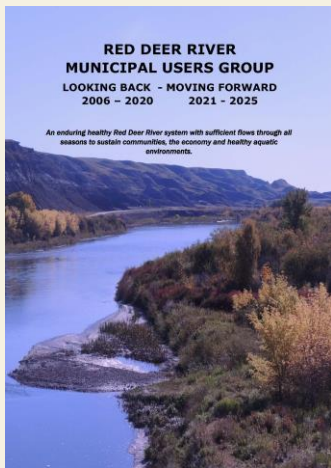
*Municipalities are increasingly looking beyond a standard
credit program to a more diverse approach to managing
stormwater incentives.*

[Click here](#) for details (Water Canada)

RDRMUG HANDBOOK

Hard copies are now available and have been mailed to all municipalities within the Red Deer River Basin. Please advise if you require additional "hard" copies.

Contact execdir@rdrmug.ca if you require additional copies.



Click image for your copy

ALBERTA WATER NEWS

[Click here](#) for Free
Subscription

New agricultural technologies explored by students at Olds College:

112

Olds College is launching a new SmartFarm program to help farmers and developers use new agricultural technologies. The first project will evaluate the function and connectivity of data measuring soil, climate and crop conditions at sites in three provinces

[Click here for full story](#) (Red Deer Advocate)

DROUGHT: is a hidden global crisis

Drought is a hidden global crisis that risks becoming "the next pandemic" if countries do not take urgent action on water and land management and tackling the climate emergency, the UN has said. At least 1.5 billion people have been directly affected by drought this century

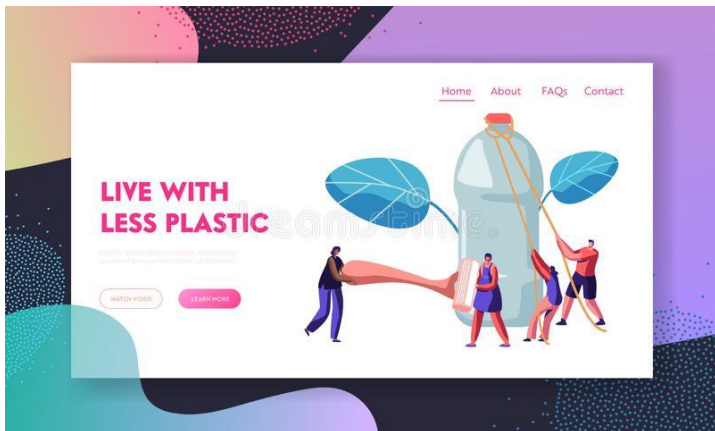
[Click here](#) for full story (The Guardian)

Government of Alberta: Protecting creeks and streams along the Eastern Slopes:

Government of Alberta

Environment and Parks is providing the Cows and Fish program with \$1 million in 2021-22 to support projects and initiatives that protect creeks and streams along Alberta's Eastern Slopes. This grant funding is part of the common-sense conservation plan that recognizes the efforts of civil society in Alberta's environmental stewardship

[Click here](#) for full story



NO JULY RDRMUG
REGULAR MEETING

Red Deer River
MUNICIPAL USERS GROUP



Mayor Michael Muzychka
Town of Olds
4512-46 Street
Olds, Alberta
T4H 1R5



Dear Mayor Muzychka,

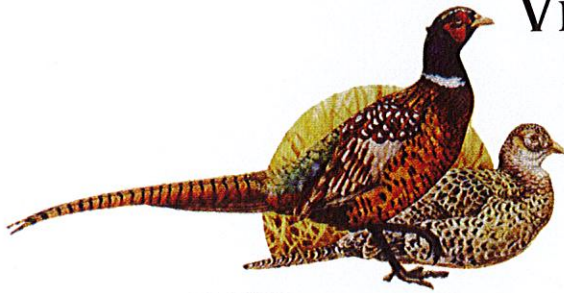
RE: Bowden Daze Parade July 17, 2021

Due to the uncertainty of what restrictions will allow, we regret to inform you that we will not be hosting our Bowden Daze parade this year. It was not an easy choice to make, but with limited time and participants, we decided it was best not to go ahead with the parade.

We have big plans in the works and hope that you will join us next year for a bigger and better Bowden Daze parade.

The Bowden Daze parade committee looks forward to seeing you all next year for our biggest Bowden Daze parade yet! Have a safe and happy summer!

Warm regards,
Alison Fieguth & Jen Masching
Bowden Daze Parade Coordinators
Town of Bowden
reception@bowden.ca
PH-403-224-3395 FAX-403-224-2244



Village of Rockyford

Box 294, Rockyford, Alberta T0J 2R0
Telephone: (403) 533-3950
Fax: (403) 533-3744
Email: villageofrockyford@gmail.com

114

June 14, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Madu

RE: Support for RCMP

The Council of the Village of Rockyford has chosen to add our voices to the multiple municipalities that have spoken out in full support of the RCMP. We have an excellent working relationship with our local detachment and the costs associated with replacing them with a provincial police service are not measured in dollars alone.

We have recently had to add the cost of policing into our annual operating budget because of the funding changes and that was difficult enough, if we are now going to be expected to help bear the costs of implementing a new police service, it will stretch us beyond our ability, with no indication of what the excessive costs will actually achieve. There is no indication that a new police force will improve any aspect of policing for the citizens or the municipalities but will in fact cost us all.

The Fair Deal Panel's recommendation does not factor in any public opinion that we can see, as the number of letters that we are receiving speaking out against the proposal is indicative that a majority of the municipalities are against it. The municipal leaders are the ones that hear directly from the taxpayers on a base level and are sharing those views with you through these letters.

Respectfully,

Mayor Darcy J. Burke
Mayor
Village of Rockyford

cc: The Honourable Jason Kenney, Premier – premier@gov.ab.ca
The Honourable Ric McIver, Minister of Municipal Affairs – minister.municipalaffairs@gov.ab.ca
Nathan Cooper, MLA Olds, Didsbury, Three Hills – Nathan.Cooper@assembly.ab.ca
Mr. Martin Shields, MP – martin.shields.c1b@parl.gc.ca
K-Division, RCMP
AUMA and RMA members

May 26, 2021

Honourable Ric McIver,
Minister of Municipal Affairs
Office of the Minister
132 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6
Email: Minister.municipalaffairs@gov.ab.ca

Dear Minister McIver,

The recent changes to the Disaster Recovery Program, effective April 1, 2021, outlines a number of positive approaches to the program. Recognizing that a number of events/influences has directly impacted the changes in the area of development in flood zones, the Town of Olds fully agrees with the rationale to ensure there is further risk mitigation in this area. We look forward to future discussions relating to land development policy changes.

We are also pleased to see the initiation of an accessible virtual platform for potential purchasers, who can be better informed when it comes to areas of concern and previous recovery claims. That said, there are a couple of points that Olds' elected officials have concern, surrounding the one time claim and limit lowering.

Previous disaster areas and properties are through no fault of the owner, as they were allowed to develop in those areas. While some may have taken advantage of programs offered, including relocation, many homeowners, in particular, have remained on site.

Understanding the potential for those homeowners to be impacted by future floods is inevitable, and the movement towards a onetime limited claim is logical and meant to encourage mitigation measures, the limited claim allowance will be detrimental in the ability to recover. Yes, insurance premiums will be high, but there are cases where decades of families have resided, or where families do not have the ability to relocate due to their own personal circumstances. The Town of Olds encourages the province to revisit the onetime, non-cumulative claim limit to devise an alternative approach.

A note on the new 90:10 formula, there has been a lot of talk amongst municipalities regarding the creation of internal reserves in order to cover the costs of potential claims. There is some hesitancy to do so, as there seems to be a misnomer that municipalities have created rainy day funds and are not in need of funding. The language needs to be changed to reflect that there are municipalities who endeavour to responsibly plan for their futures, given adversities outside their control.

As for public education, there should be a common message created that is led by the province, to ensure a cohesive approach to guiding our citizens through this change in risk management.

As always, the Town of Olds is encouraged by the province's willingness to consult Albertans and we look forward to further conversation. 116

Thank you.

Sincerely,



His Worship,
Michael Muzychka
Mayor - Town of Olds
Email: mmuzychka@olds.ca

cc. *Michael Merritt, CAO, Town of Olds*
Minister Nixon, aep.minister@gov.ab.ca
Minister Panda, infrastructure.minister@gov.ab.ca
Minister Toews, tbf.minister@gov.ab.ca
Mr. Brad Geddes, Executive Director, Recovery, Alberta Emergency Management Agency, brad.geddes@gov.ab.ca
Mr. Barry Morishita, President, Alberta Urban Municipalities Association, president@auma.ca
Mr. Paul McLaughlin, President, Rural Municipalities of Alberta, pmclauchlin@rmalberta.com



Thank you for your support at
our 2021 Hike for Hospice.
Together we raised over 30,000
for Hospice palliative care in
the area.

May Smith