



**Council Policies and Priorities Committee  
Regular Agenda  
For Monday, May 3, 2021 at 1 p.m.  
To be held electronically from the  
Town Office at 4512 – 46 Street Olds, AB**

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

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

TO JOIN THE TOWN OF OLDS ZOOM MEETING

<https://us02web.zoom.us/j/3379488245?pwd=WmhUUGUrcmlLckZyRzNwL2NjYncvUT09>

**Chair Deputy Mayor – Councillor Debbie Bennett**

**1. Call To Order**

**1A) Added Items**

**1B) Adoption of the Agenda**

**2. Adoption of Previous Minutes**

**Pages 3-7 2A) Policies and Priorities Committee Previous Meeting Minutes**

**3. Reports / Statistics**

**Pages 8-13 3A) Olds Fire Department Quarterly Report**

**Pages 14-21 3B) Olds RCMP Detachment Quarterly Report**

**Pages 22-38 3C) Olds Municipal Enforcement Quarterly Report**

**Pages 39-56 3D) Economic Development Secretariat Quarterly Report**

**Page 57 3E) Operations / Capital Project – Monthly Verbal Update**

**4. Presentations and Delegations**

**Pages 58-67 4A) Winter Report**

**Pages 68-87 4B) Heritage, Arts, and Culture Annual Report**

**5. Business Arising from the Minutes / Unfinished Business**

**6. Bylaws**

**Pages 88-95 6A) Public Art Advisory Committee Bylaw 202x-XXXX**

## 7. New Business

## 8. Adjournment

### **PUBLIC INFORMATION:**

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

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

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

*Excerpts from Town of Olds Procedural Bylaw*

#### **Conduct of Meetings**

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

#### **Delegations**

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

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



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: May 3, 2021  
Author: Marcie McKinnon, Legislative Clerk  
Department: OCAO  
SUBJECT: Adoption of Previous Minutes

---

### **COUNCIL DIRECTION**

Accept the minutes as presented.

### **BACKGROUND**

The minutes from the April 6, 2021 Committee of Council Policies and Priorities meeting are being presented for Council approval.

### **ATTACHMENTS**

Council Policies and Priorities Committee Meeting Minutes of April 6, 2021.

## PRIOR TO ADOPTION

Minutes of the Town of Olds Council Policies and Priorities Committee meeting being conducted electronically through ZOOM Meetings on Tuesday, April 6, 2021 at 1:00 p.m. through the Council Chambers, at the Town of Olds Municipal Office, 4512 – 46 Street, Olds, Alberta.

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.

### **ELECTED OFFICIALS Participating Virtually:**

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

### **ABSENT– ELECTED OFFICIALS:**

### **Participating virtually for the Regular meeting of Council – STAFF:**

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

## **1. CALL TO ORDER**

Chair Deputy Mayor Mary Anne Overwater called the meeting to order at 1:03 p.m.

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

CAO Merritt requested one item be added under 7B) Closed Session FOIP Section 17 Disclosure harmful to personal privacy

### **B.) ADOPTION OF THE AGENDA**

Moved by Councillor Blatz, “to accept the Policies and Priorities committee meeting agenda for the April 6, 2021 Policies and Priorities Committee, as amended.”

Motion Carried PP21-33

## **2. ADOPTION OF PREVIOUS MINUTES**

### **2A) Policies and Priorities Committee Meeting Minutes**

Moved by Councillor Harper, “to accept the Council Policies and Priorities Committee Minutes for March 1, 2020, as circulated.”

Motion Carried PP21-34

## **3. REPORTS / STATISTICS**

### **3A) Operations / Capital Project - Update**

Director Chant introduced Mr. Greg Sentis who provided update to Council and indicated that the completion date of the Operations Facility is April 27, 2021, due to delayed delivery of the makeup air system products coming from the USA.

Director Chant provided a brief verbal updates to Council on the progress on the traffic circle tenders, Wayfinding (Seven (7) sites proposed in 2021) project and Operations Facility.

Council discussion ensued. Director Chant responded to Council queries.

Moved by Councillor Ryan, "to thank the presenters and that Council accept the Operations / Capital Project Verbal Update for information."

Motion Carried PP21-35

### **3B) Economic Development / Town of Olds / CAEP 2021 Community Profile**

Mr. Larry Wright, Town of Olds - Strategy & Technology Officer, made presentation to Council on the Town of Olds - 2021 Community Overview prepared by Central Alberta Economic Partnership (CAEP) as contained in the agenda package.

Council discussion ensued. Mr. Wright responded to Council questions.

Moved by Mayor Muzychka, "to accept the Economic Development & CAEP 2021 Community Profile presented for information."

Motion Carried PP21-36

## **4. PRESENTATION AND DELEGATIONS**

### **4A) Olds Historical Society: Museum and Archives Annual Report**

Mrs. Donna Erdman, Chair of the OHS Board gave a presentation to Council as contained in the agenda package.

Council discussion ensued. Mrs. Erdman responded to Council queries.

Moved by Councillor Blatz, "to accept the Olds Historical Society: Museum and Archives Annual Report for information."

Motion Carried PP21-37

### **4B) Olds Municipal Library Annual Report**

Ms. Lesley Winfield, Manager of the Olds Municipal Library participated online and gave presentation to Council as contained in the agenda package.

Council discussion ensued. Ms. Winfield fielded questions from Council.

Moved by Councillor Bennett, "to accept the Olds Municipal Library annual report for information."

Motion Carried PP21-38

### **4C) Boys & Girls Club Presentation**

Letitia Gole and Nicole Jensen from the Boys and Girls Club of Olds and Area, participated on line and gave a presentation to Council as contained in the agenda package.

Council discussion ensued. Ms. Gole and Ms. Jensen responded to questions from Council.

Moved by Councillor Blatz, "to accept the Boys and Girls Club Presentation for information."

Motion Carried PP21-39

#### **4D) Olds Grizzly's Presentation**

Mr. Darcy Dallas with Olds Grizzly's took Council through the PowerPoint as contained in the agenda package. Grizzly's General Manager and Coach, Mr. Scott Atkinson then spoke to the goals of the team and building the team to move forward.

Council discussion ensued. Mr. Dallas and Mr. Atkinson responded to queries from Council.

Moved by Mayor Muzychka, "to accept the Olds Grizzly's Presentation for information."

Motion Carried PP21-40

*Deputy Mayor Overwater recessed the meeting at 3:08 p.m.*

*Deputy Mayor Overwater reconvened the meeting at 3:15 p.m.*

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

None

#### **6. BYLAWS**

#### **7. NEW BUSINESS**

##### **7A) Spring Budget Adjustments**

Director Linderman spoke to the proposed Spring Budget Adjustments as contained in the agenda package.

Council discussion ensued. Director Linderman responded to Council questions.

Moved by Councillor Thomson, "to accept the Spring Budget Adjustments as presented for information and direct Administration to bring to a future regular council meeting."

Director Linderman spoke on the Capital budget and summarized the proposed *additions and deletions and carry forwards* as contained in the agenda package.

Motion Carried PP21-41

##### **Added Item**

##### **7B) CLOSED SESSION – FOIP Section 17 Disclosure Harmful to Personal Privacy**

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

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 17 at 4:14 p.m. CAO Merritt, Directors Linderman, Wagstaff, Chant and Andrew, EOC Director Jennifer Lutz, and Legislative Clerk, Marcie McKinnon remained in attendance for the closed session."

Motion Carried 21-42

Monica Leatherdale along with the general public were moved to the waiting room of the meeting platform at 4:16 p.m.

Moved by Councillor Blatz, "that the meeting reconvene to the regular Council meeting at 4:35 p.m."

Motion Carried 21-43

*Deputy Mayor Overwater recessed the meeting at 4:31 p.m.  
Deputy Mayor Overwater reconvened the meeting at 4:45 p.m.*

Rise and Report

Moved by Councillor Harper, "to accept the Emergency Management verbal presentation as information and further to advise Citizens that the Incident Command Post (ICP) was re-activated as of 10:00 a.m. with Jennifer Lutz in place as the Acting Director of Emergency Management."

Motion Carried PP21-44

**8. ADJOURNMENT**

Moved by Mayor Muzychka, "that this meeting be adjourned."

Motion Carried PP21-45

The meeting adjourned at 4:49 p.m.

---

Mary Anne Overwater  
Deputy Mayor

---

Michael Merritt,  
Chief Administrative Officer

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



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: May 3rd, 2021

Author: Justin Andrew, Fire Chief/Director of Protective Services

Department: Fire Department

SUBJECT: First Quarter Statistics Report - 2021

---

### **COUNCIL DIRECTION**

Accept for information and/or provide direction to administration and bring back to a future regular council meeting.

### **BACKGROUND**

Presentation to Council of the First Quarter 2021 statistics for the Fire Department

### **ATTACHMENTS**

OFD 2021 1<sup>st</sup> Quarter Report

# Olds Fire Department

1<sup>st</sup> Quarter Report - 2021

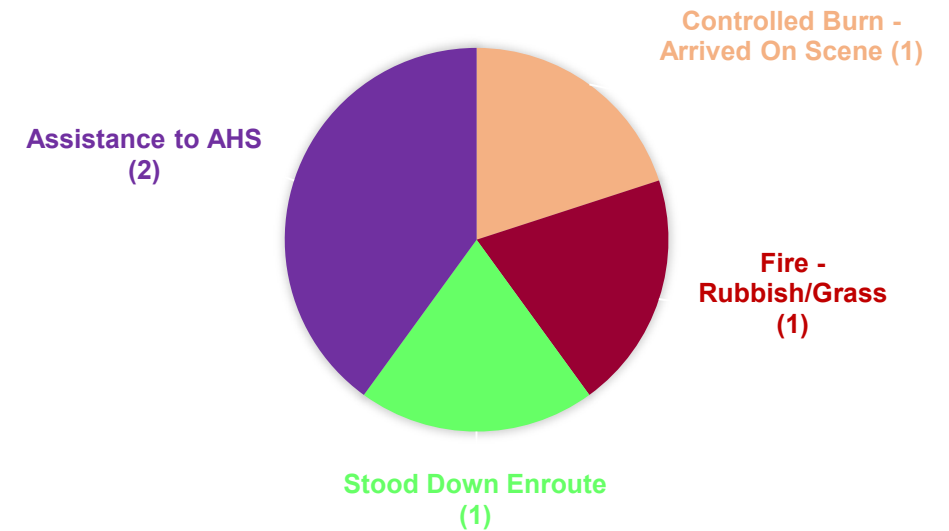
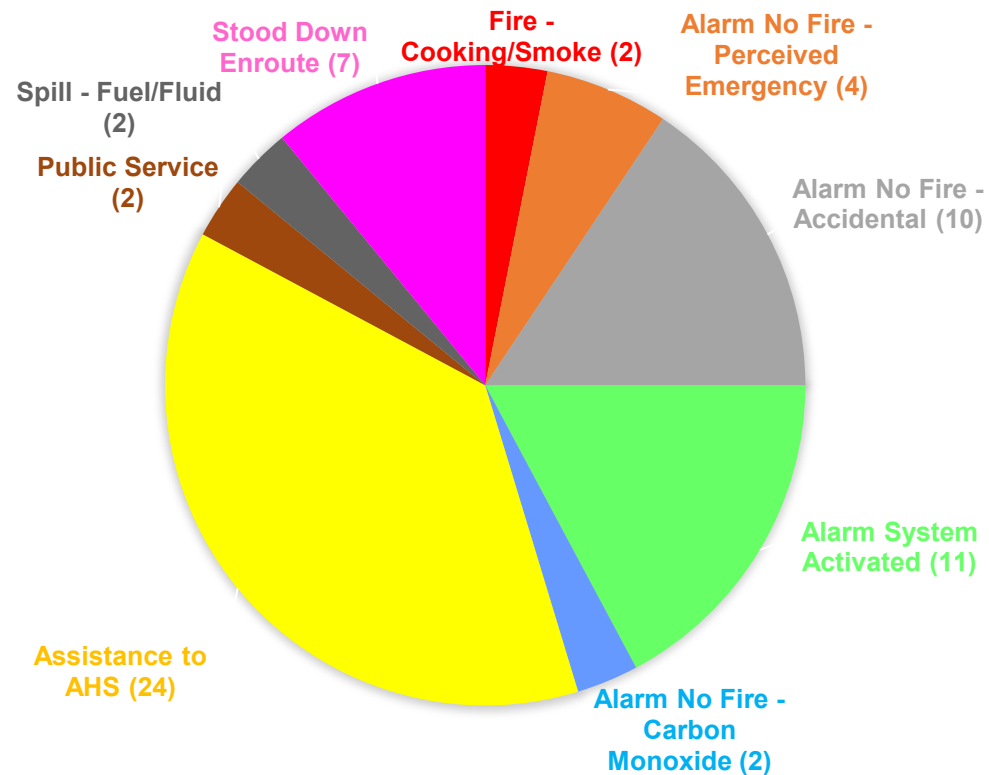


# Total Number of Incidents: 85

January 1<sup>st</sup> – March 31<sup>st</sup>, 2021

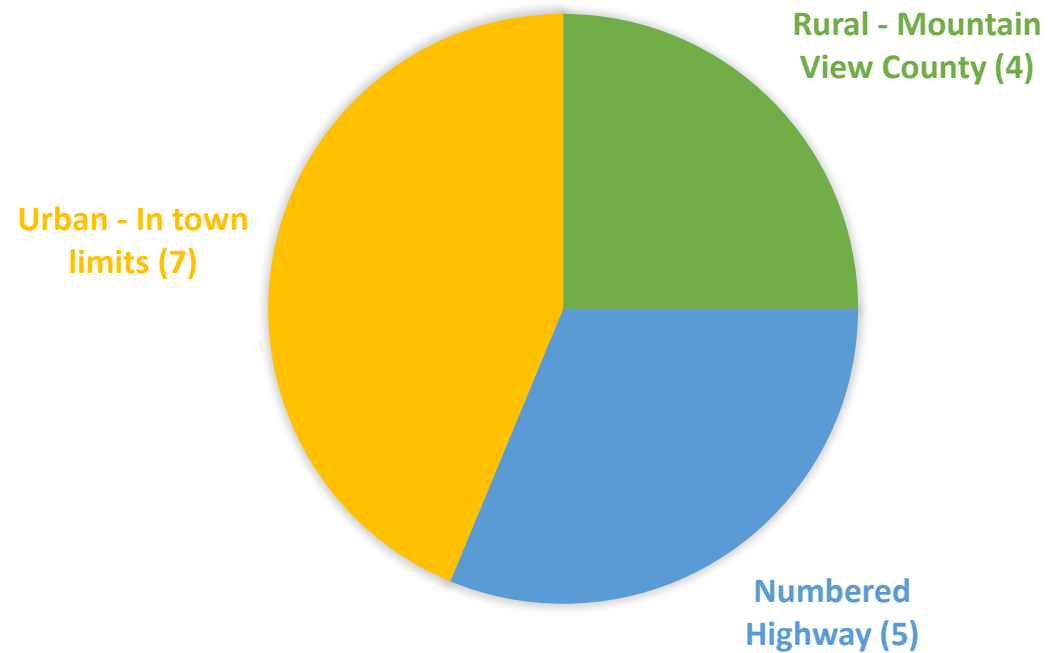
Urban Incidents - 64

Rural Incidents - 5



# Motor Vehicle Collisions: 16

11



# 1<sup>st</sup> Quarter Comparison

	<b>2021</b>	<b>2020</b>
<b>Average Chute Time (time from page to effective response force leaves hall)</b>	5:15	5:19
<b>Average Travel Time to Scene</b>	6:22	6:01
<b>Average Response Time</b>	12:08	12:47
<b>Average # of Firefighters on Scene</b>	4.68	5.5
<b>Average # of Firefighters Per Incident</b>	8.1	9.49

# Questions?



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: May 3<sup>rd</sup>, 2021

Author:

Department: Delegation, S/Sgt. Jody Achtymichuk, Acting Commander of Olds RCMP Detachment

SUBJECT: Olds RCMP 2021 – 1<sup>st</sup> Quarter Report

---

### **COUNCIL DIRECTION**

Accept for information and/or provide direction to administration and bring back to a future regular council meeting.

### **BACKGROUND**

Presentation to Council of the Olds RCMP First Quarter stats for 2021.

### **ATTACHMENTS**

RCMP 2021 – First Quarter Report



# Olds Municipal Detachment 2021 Statistics

## 1st Quarter (January 1st - March 31) With 5 Year Comparison



## Persons Crimes Q1

Category	2017	2018	2019	2020	2021	% Change 2020-2021
Homicide	0	1	0	0	0	N/A
Robbery	1	0	0	0	0	N/A
Sexual Assaults	0	3	2	1	3	200%
Sexual Offences	0	3	1	0	2	N/A
Assault	9	12	10	14	10	-29%
Kidnapping	0	0	0	0	0	N/A
Extortion	0	0	0	0	2	N/A
Harassment	6	14	7	5	5	0
Uttering Threats	4	5	10	6	3	-50%
<b>Total Persons</b>	<b>20</b>	<b>38</b>	<b>30</b>	<b>26</b>	<b>25</b>	<b>-4%</b>



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Canada

## Property Crimes Q1

Category	2017	2018	2019	2020	2021	% Change 2020-2021
Break & Enter	14	15	8	16	8	-50%
Theft of Vehicle	10	22	17	16	6	-63%
Theft \$5000 +	0	2	2	0	4	N/A
Theft \$5000 -	51	63	32	39	22	-45%
Poss Stn Goods	4	8	7	9	3	-67%
Fraud	5	25	16	14	6	-54%
Arson	0	1	0	4	0	-100%
Mischief	28	37	55	32	34	6%
<b>Total Property</b>	<b>112</b>	<b>173</b>	<b>137</b>	<b>130</b>	<b>84</b>	<b>-36%</b>



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Canada

## Other Criminal Code Q1

Category	2017	2018	2019	2020	2021	% Change 2020-2021
Offensive Weapons	0	4	2	1	N/A	-100%
Disturbing the Peace	10	22	14	11	8	-27%
Fail to Comply & Other Breaches	31	30	34	34	82	141%
Other Criminal Code	7	7	14	3	5	67%
<b>Total Other Criminal Code</b>	<b>48</b>	<b>63</b>	<b>64</b>	<b>49</b>	<b>95</b>	<b>94%</b>



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Canada

## Drugs Q1

Category	2017	2018	2019	2020	2021	% Change 2020-2021
Drug Production	1	0	0	0	0	N/A
Drug Possession	5	4	0	2	0	-100%
Drug Trafficking	3	4	0	3	0	-100%
Drug - Other	0	0	0	0	0	N/A
<b>Total Drugs</b>	<b>9</b>	<b>8</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>-100%</b>



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Canada

## Vehicle Collisions Q1

Category	2017	2018	2019	2020	2021	% Change 2020-2021
Fatalities	0	0	0	0	0	N/A
Injury MVC	2	4	3	8	6	-25%
Property Damage MVC Over \$2000	59	50	47	56	27	-52%
Property Damage MVC Under \$2000	8	0	3	3	4	-33%
<b>Total Collisions</b>	<b>69</b>	<b>54</b>	<b>53</b>	<b>67</b>	<b>37</b>	<b>-45%</b>



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Canada

## Other Common Police Activities Q1

Category	2017	2018	2019	2020	2021	% Change 2020-2021
False Alarms	43	43	19	25	12	-52%
False 911 Calls	7	18	15	18	14	-22%
Suspicious Persons and Vehicles	22	33	32	28	21	-25%
Missing Persons	4	2	1	3	3	0%
Spousal Abuse	12	25	22	23	15	-35%



Royal Canadian Mounted Police  
Gendarmerie royale du Canada

Canada



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: May 3, 2021  
Author: Sgt. Eric Christensen, Senior Community Peace Officer  
Department: Municipal Enforcement  
SUBJECT: First Quarter Statistics Report - 2021

---

### **COUNCIL DIRECTION**

Accept for information.

### **BACKGROUND**

Presentation to Council of the First Quarter 2021 statistics for Municipal Enforcement

### **ATTACHMENTS**

2021 1<sup>st</sup> Quarter Report

# Municipal Enforcement 2021 First Quarter Report



# 2021 Municipal Enforcement STATS

## INCIDENTS

	JAN	FEB	MAR	Q1/21	Q1/20	%	APR	MAY	JUN	Q2/21	Q2/20	%	JUL	AUG	SEP	Q3/21	Q3/20	%	OCT	NOV	DEC	Q4/21	Q4/20	%	21YTD	2020	%
<b>COMMUNITY STANDARDS</b>	169	85	58	312	220	29%				0	311	#DIV/0!				0	242	#DIV/0!				0	220	#DIV/0!	24312	993	-218%
Care of Properties																											
<i>Snow/ice</i>	150	74	13	237	120	49%				0	1	#DIV/0!				0	0	#DIV/0!				0	91	#DIV/0!	237	212	11%
<i>Unightly includes grass/weeds</i>	4	1	3	8	2	75%				0	159	#DIV/0!				0	100	#DIV/0!				0	11	#DIV/0!	8	272	#####
<i>Other</i>	2	0	2	4	8	-100%				0	11	#DIV/0!				0	0	#DIV/0!				0	9	#DIV/0!	4	28	-600%
Animal Control	6	8	32	46	18	61%				0	48	#DIV/0!				0	52	#DIV/0!				0	36	#DIV/0!	46	154	-235%
Public Behaviors/Nuisances	4	2	8	14	5	64%				0	30	#DIV/0!				0	21	#DIV/0!				0	12	#DIV/0!	14	68	-386%
<b>BYLAW - OTHER</b>	7	14	4	25	8	68%				0	27	#DIV/0!				0	11	#DIV/0!				0	18	#DIV/0!	25	64	-156%
<b>TRAFFIC</b>	14	11	14	39	59	-51%				0	34	#DIV/0!				0	58	#DIV/0!				0	43	#DIV/0!	39	195	-400%
Abandoned Vehicle	3	85	2	90	3	97%				0	3	#DIV/0!				0	4	#DIV/0!				0	2	#DIV/0!	90	12	87%
Parking	8	8	3	19	56	-195%				0	23	#DIV/0!				0	42	#DIV/0!				0	23	#DIV/0!	19	144	-658%
Speed	1	0	0	1	1	0%				0	0	#DIV/0!				0	7	#DIV/0!				0	1	#DIV/0!	1	9	-800%
Other	2	3	8	13	0	100%				0	8	#DIV/0!				0	5	#DIV/0!				0	17	#DIV/0!	13	30	-131%
<b>TOTALS</b>	190	110	76	376	287	24%				0	372	#DIV/0!				0	311	#DIV/0!				0	281	#DIV/0!	376	1252	-233%
Contact Reports	63	29	49	141	139	1%				0	123	#DIV/0!				0	107	#DIV/0!				0	145	#DIV/0!	141	518	-267%
Officer Generated Reports	152	78	16	246	130	47%				0	156	#DIV/0!				0	56	#DIV/0!				0	102	#DIV/0!	246	444	-80%
Complaint Generated Incidents	38	32	60	130	99	24%				0	154	#DIV/0!				0	186	#DIV/0!				0	118	#DIV/0!	130	557	-328%

237

## VIOLATIONS

	JAN	FEB	MAR	Q1/21	Q1/20	%	APR	MAY	JUN	Q2/21	Q2/20	%	JUL	AUG	SEP	Q3/21	Q3/20	%	OCT	NOV	DEC	Q4/21	Q4/20	%	21YTD	2020	%
<b>PROVINCIAL</b>	168	29	123	320	362	-13%				0	172	#DIV/0!				0	390	#DIV/0!				0	537	#DIV/0!	320	1461	-357%
Warnings	131	26	105	262	256	2%				0	137	#DIV/0!				0	279	#DIV/0!				0	465	#DIV/0!	262	1137	-334%
Violations	37	3	18	58	106	-83%				0	35	#DIV/0!				0	111	#DIV/0!				0	72	#DIV/0!	58	324	-459%
<b>MUNICIPAL</b>	12	5	7	24	24	0%				0	6	#DIV/0!				0	13	#DIV/0!				0	19	#DIV/0!	24	62	-158%
Warnings	12	5	7	24	16	33%				0	6	#DIV/0!				0	5	#DIV/0!				0	14	#DIV/0!	24	41	-71%
Violations	0	0	0	0	8	#DIV/0!				0	0	#DIV/0!				0	8	#DIV/0!				0	5	#DIV/0!	0	21	#DIV/0!
<b>POSITIVE TICKETS</b>	0	0	21	21	65	-210%				0	0	#DIV/0!				0	63	#DIV/0!				0	2	#DIV/0!	21	65	-210%
<b>TOTALS</b>	180	34	151	365	837	-129%				0	178	#DIV/0!				0	466	#DIV/0!				0	558	#DIV/0!	365	1588	-335%

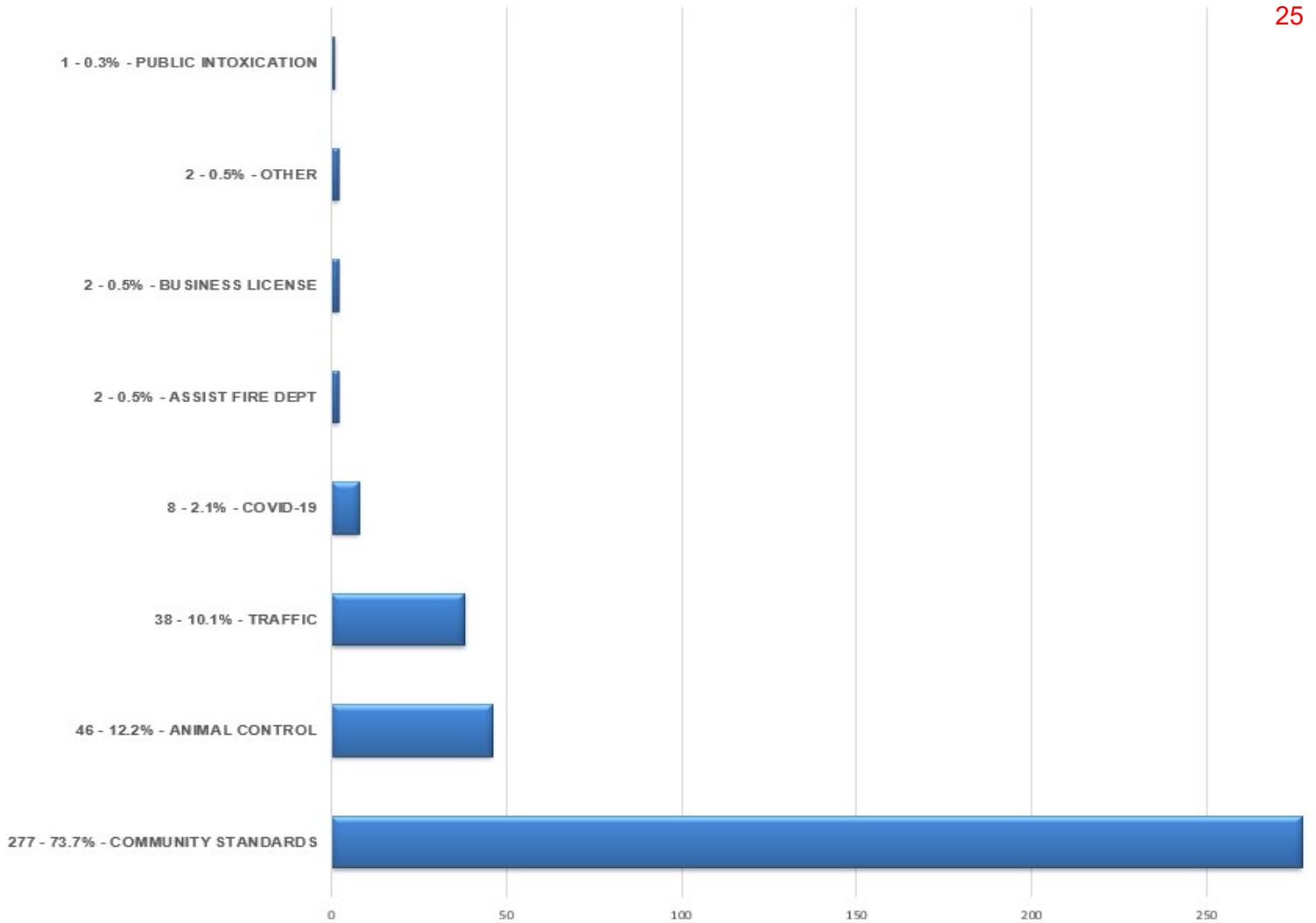
<b>Animals Impounded</b>	JAN	FEB	MAR	Q1/21	Q1/20	%	APR	MAY	JUN	Q2/21	Q2/20	%	JUL	AUG	SEP	Q3/21	Q3/20	%	OCT	NOV	DEC	Q4/21	Q4/20	%	21YTD	2020	%
Dogs Impounded	0	0	1	1	0	100%				0	5	#DIV/0!				0	3	#DIV/0!				0	0	#DIV/0!	1	8	-700%
Cats Impounded	2	0	6	8	6	25%				0	6	#DIV/0!				0	11	#DIV/0!				0	1	#DIV/0!	8	24	-200%

### Fines Revenue

	2020 Actual	2021 Budget	2021 YTD
Municipal Enforcement Revenue	\$11,238.31	\$ 15,000.00	\$1,805.51

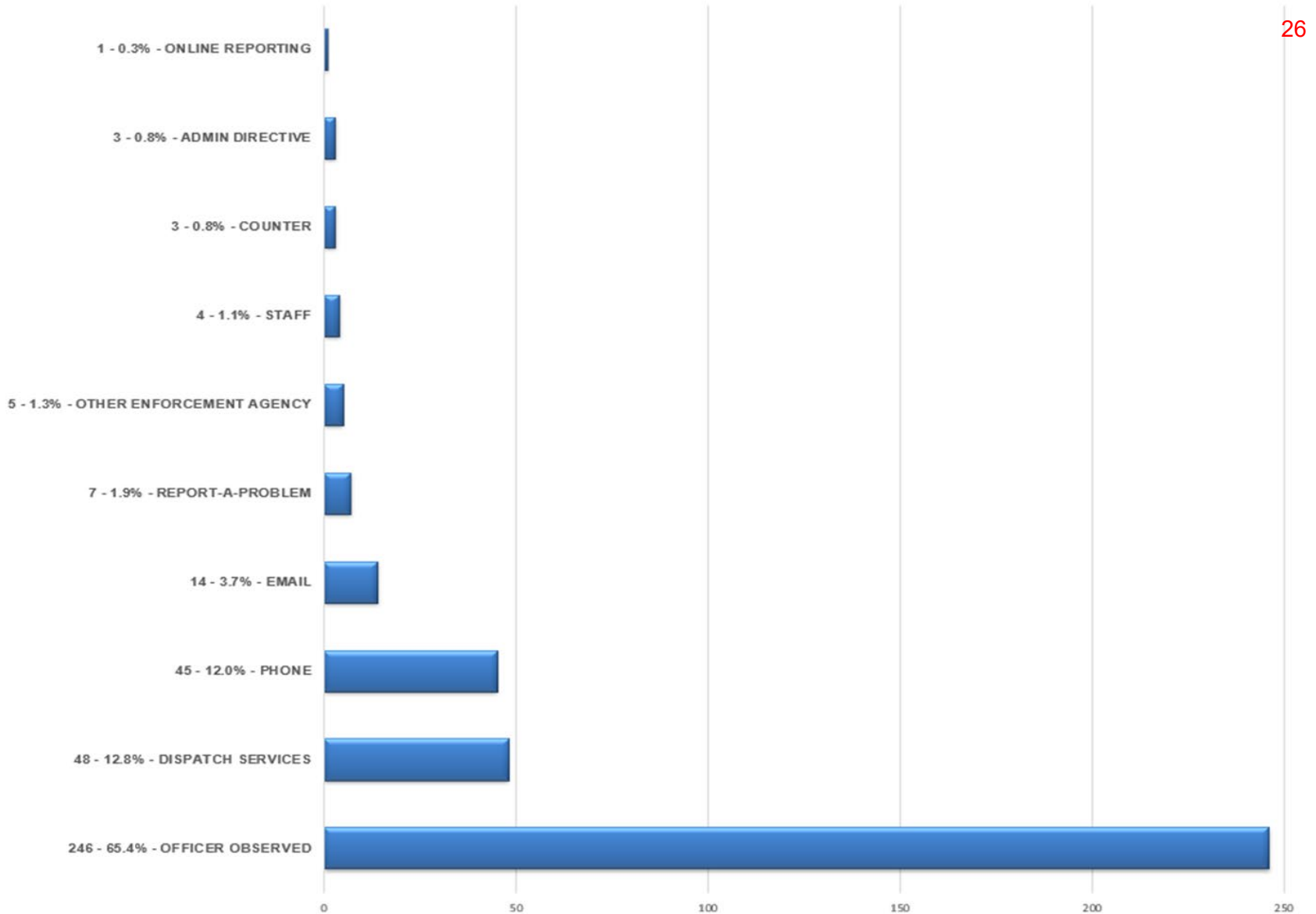
## 2021 - 1ST QUARTER CRIME CLASS

Total: 376



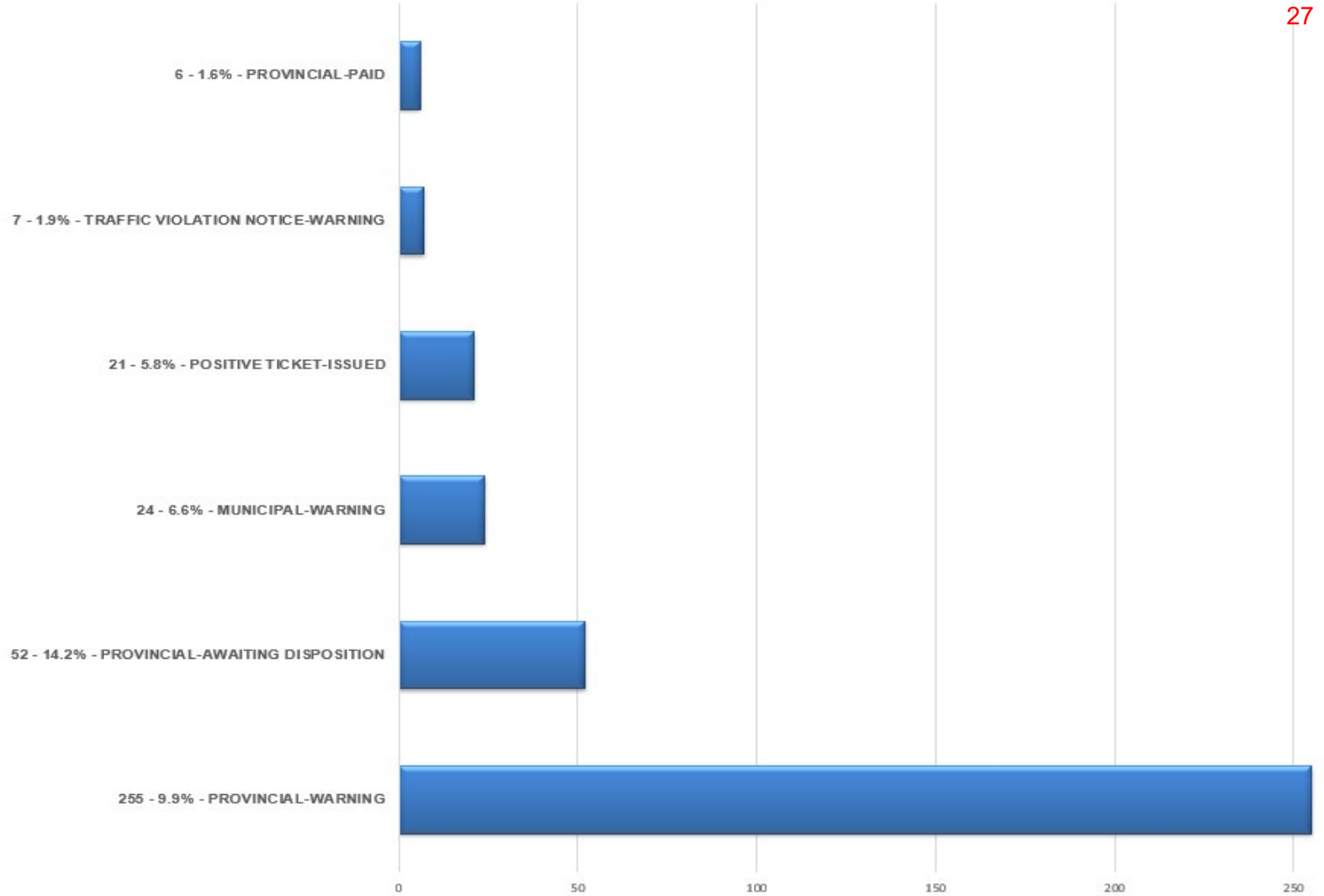
## 2021 - 1<sup>ST</sup> QUARTER METHOD OF REPORTING

Total: 376



## 2021 - 1<sup>ST</sup> QUARTER VIOLATION DISPOSITION

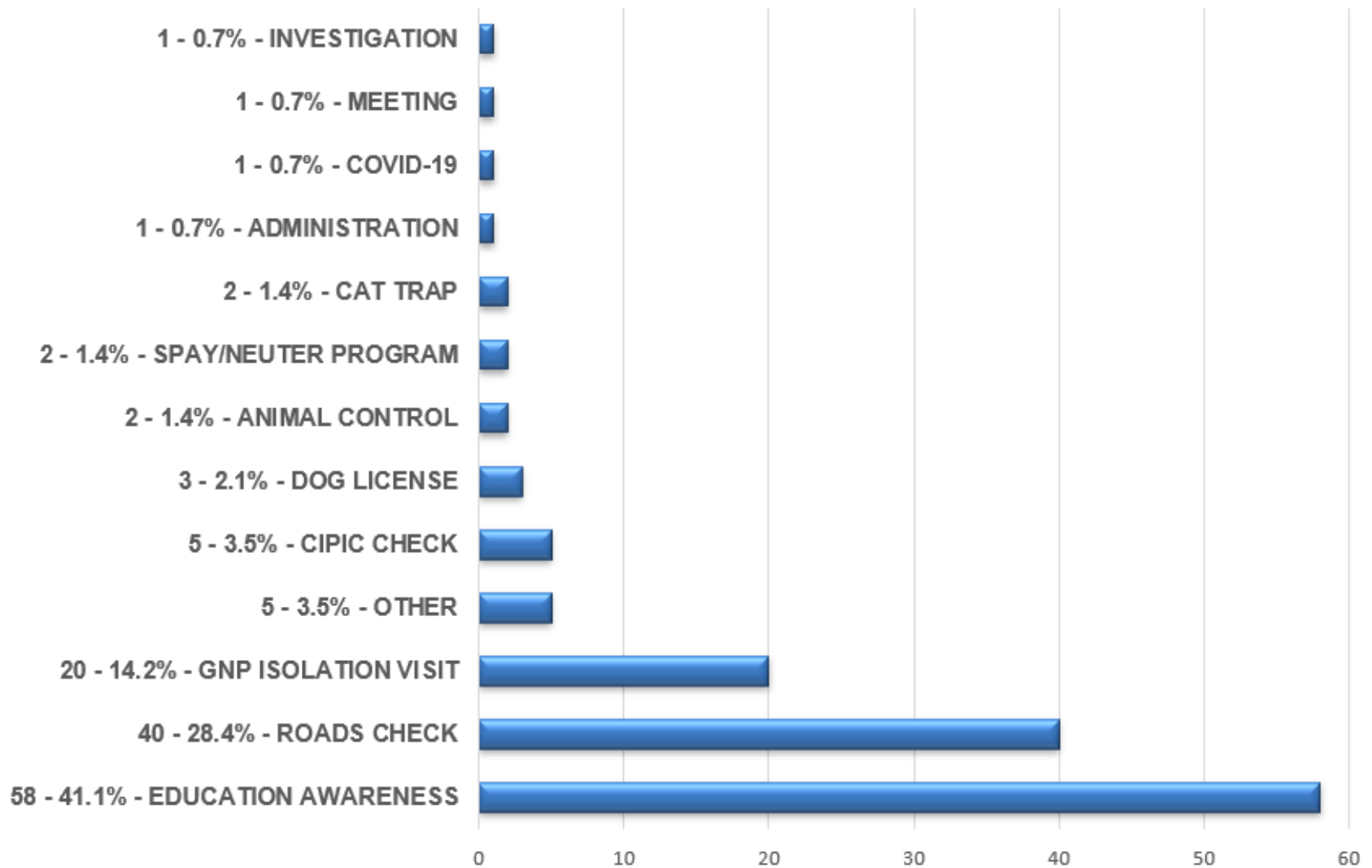
Total: 365



## 2021 - 1<sup>ST</sup> QUARTER CONTACT REPORTS

Total: 141

28



# 2021 - 1<sup>ST</sup> QUARTER VIOLATION REPORTING

## Violations/Warnings

Total: \$53,479.00

29

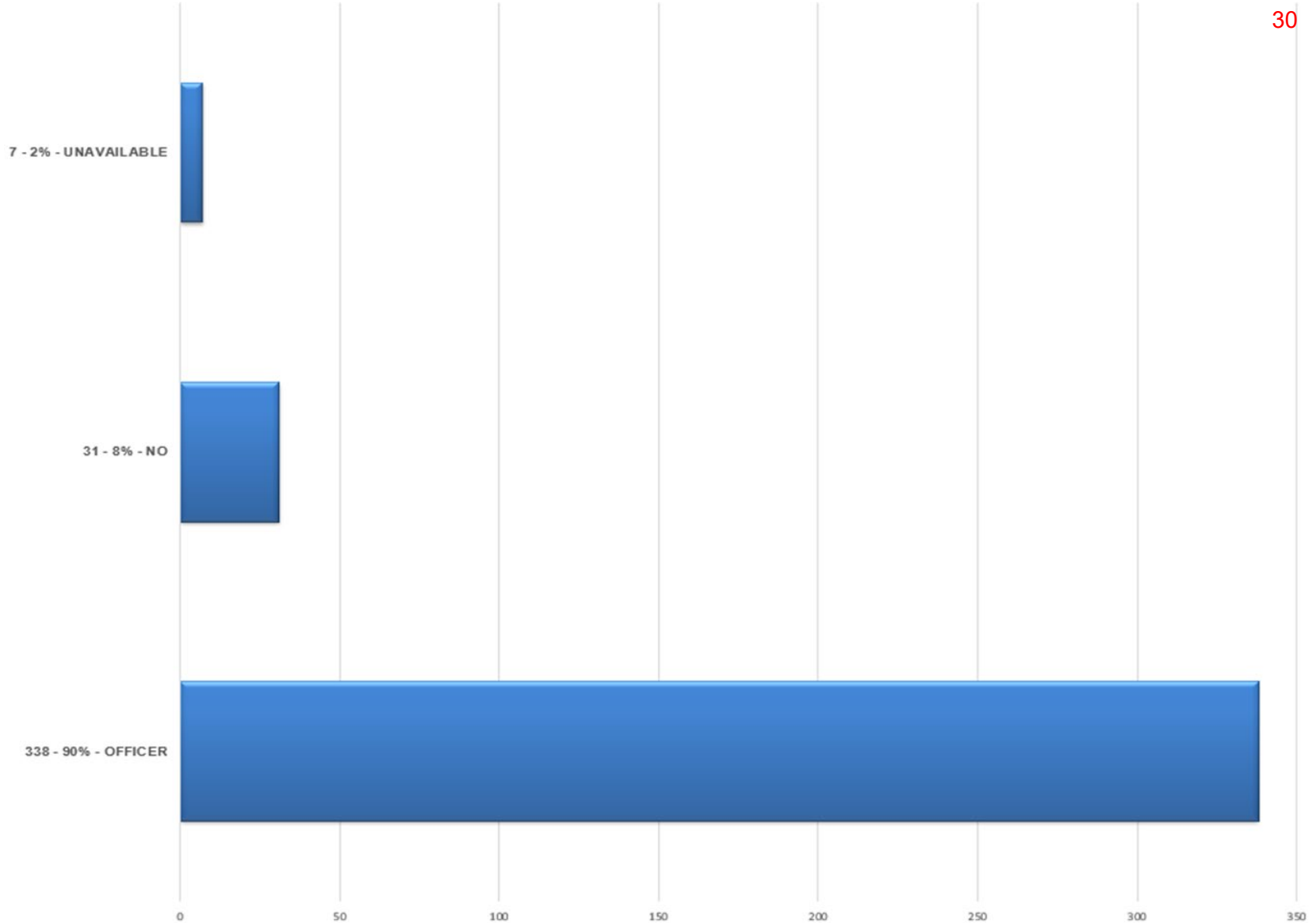
Violations - \$11,761.00

Warnings - \$41,718.00

0 5000 10000 15000 20000 25000 30000 35000 40000

## 2021 - 1<sup>ST</sup> QUARTER OFFICER AVAILABILITY

Total: 376



# Snow Removal

31



Roadway snow removal has been busy this year. We have worked closely with Public Works to effectively clear the snow off the roadways in town. Following are the stats for this:

First Quarter

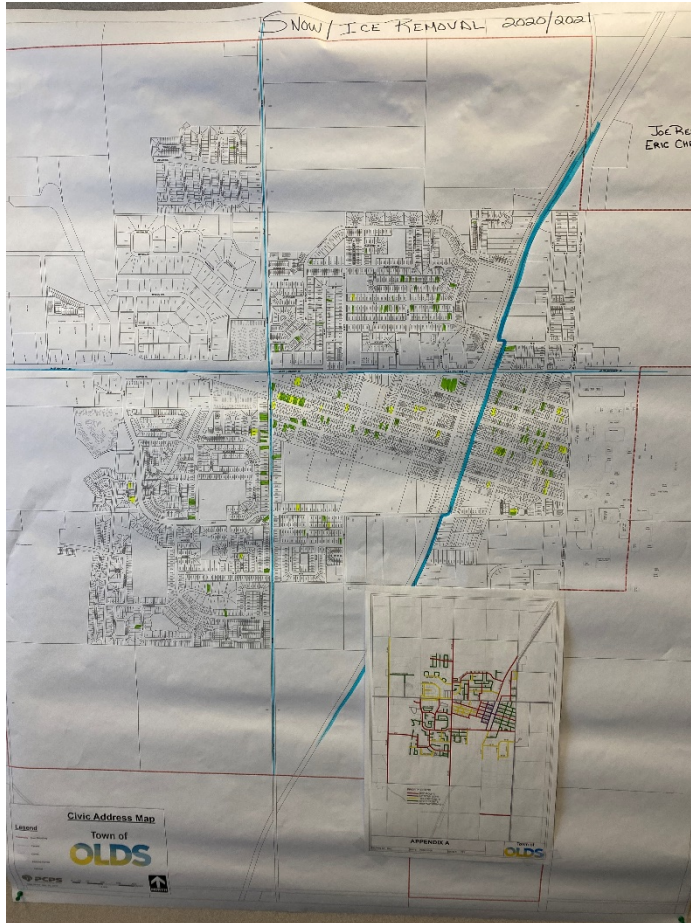
104 Violation issued

91 Warnings/13 Tickets issued

# Great Neighbours Program 32

Our Community Peace Officers have been out promoting the Great Neighbors Program by doing the special event drive bys. This has been well received in the community and has brought many smiles to the young and elderly. We completed 20 in the first quarter, and a total of 119 to date. This program will continue until further notice with our first responder partners.

# Sidewalk Snow/Ice Removal<sup>33</sup>



Community Peace Officers have been busy patrolling all areas of the town looking for residents that have not removed their snow/ice from the sidewalks. They have also issued numerous warnings to residents for pushing snow onto the street. 237 warnings have been issued in the first quarter to residents for not clearing their sidewalks.

# Traffic and Traffic Initiatives<sup>34</sup>

January was Intersection Safety Month where our officers spent time monitoring intersections for safety. Education was our focus along with social media posts and Did You Knows being issued.

February was Distracted Driving Month. Officers worked on education to drivers. 5 warnings issued.

March was Seatbelt Awareness Month. Officers have done education to motorists.

CPO's follow the Alberta Traffic Safety Calendar. April is Speed, May is Motorcycle Safety, and June is Commercial Vehicle Safety Month. Enforcement will ensure that all traffic safety in these areas, as well other safety initiatives in the community, will be focused on. CPO's will be working on educational enforcement initiatives as well.

# Traffic and Traffic Initiatives<sup>35</sup>



Officers have been patrolling school and playground zones. In the first quarter of 2021, 49 tickets were issued. 41 warnings/8 violations. Officers have received some complaints of motorists not stopping for red flashing lights on school buses. Officers have been out patrolling in the mornings and afternoons to monitor this. Some education has been done with motorists. Social media has also helped to assist us with education.

Officers will continue to patrol these locations at various times. On numerous occasions we have worked closely with the RCMP to do speed enforcement campaigns.

# Municipal Enforcement Update

- Officers are changing direction and now starting to work on unsightly premises. We will also be focusing on trees overhanging sidewalks and alleys.
- We will be working on cleaning up graffiti but will be reviewing winter processes for the graffiti clean up. Letters have been sent to all utility companies, Canada Post and garbage collection companies to advise that we are moving forward on ensuring that these get cleaned up as required through our Community Standards Bylaw.
- Bike Patrols have started up again and we look forward to meeting residents out in the community. We will be promoting bike safety, encouraging any residents with children to contact us if they would like help teaching their children about bike and helmet safety.

# Municipal Enforcement Update

- Positive Ticket program has started again. Although we run the program all year round, winter is a bit slower for this program. This program has been well received in the community and our officers have a lot of fun doing this program as well as showing off our cool bikes.
- Almost 100 positive tickets have been issued in 2021.



# Questions?



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: May 3, 2021

Author: Larry Wright, Strategy & Technology Officer  
(Chairman Old's Economic Development Secretariat)

Department: Office Of the CAO

SUBJECT: Town of Olds Economic Development Secretariat – Status

---

### **COUNCIL DIRECTION**

Accept for information and/or provide direction to administration and bring back to a future regular council meeting.

### **BACKGROUND**

Presentation to Council P & P on Town of Olds Economic Development Secretariat

### **ATTACHMENTS**

Economic Development - Town of Olds Economic Development Secretariat - Status  
PowerPoint

# **Town of Olds Economic Development Secretariat Virtual Council Policies & Priorities Meeting**

**May 3, 2021 in Olds, Alberta**



# 2021 Growth & Expansion Areas of Focus & Progress

41

- Support Town Of Olds Budget Plan 2021 – 2023
- Council Proclamation: EDA Economic Development Week May 9 – 15, 2021  
Olds received many kudo's for first Council Proclamation in Alberta, online recognition (Olds Brand Recognition).
- Hire Economic Development Coordinator with skills to detail strategy based on policy and standards (start date: April 29, 2021).
- Ongoing Economic Development Secretariat – Initiatives and presentations by Alberta Government, Alberta Innovates, Community Futures, Alberta Labour, SPOG, Red Deer Tourism, Emprise, 13 Ways, and SAEWA .
- Development of Tourism Policy and Tourism Strategy.
- Development of Business Retention, Investment & Expansion Strategy.

# 2021 Growth & Expansion

## Areas of Focus & Progress

42

- Increase Energy Sub-Station Olds 55-S capacity to support industrial and commercial growth in MDP area, Discussion CMAG TC Energy Natural Gas & Alternatives, Hydrogen, as well recent Mini Nuke Debate in Alberta and Canada.
- Regional Projects under discussion: Straw Manufactured Press Board Project \$850 M (J. Buchanan), SAEWA Energy from Waste \$500 M, OSG-Sof-Gels Options for Growth.
- Optimize Brownfield Redevelopment in Business Core Area (identified 2019), Cipperley Building, CP Rail Lands, Old Fire Hall.
- Wetlands - Urban Land Trust needed to support land development. (Alberta Plan Updated, initial discussions with Legacy Land Trust).
- Tourism Links – Red Deer Tourism, Regional Collaboration Initiated.

# COVID-19: Economic Development Business Recovery Support <sup>43</sup>



## COVID-19 RECOVERY PLAN February 21 21

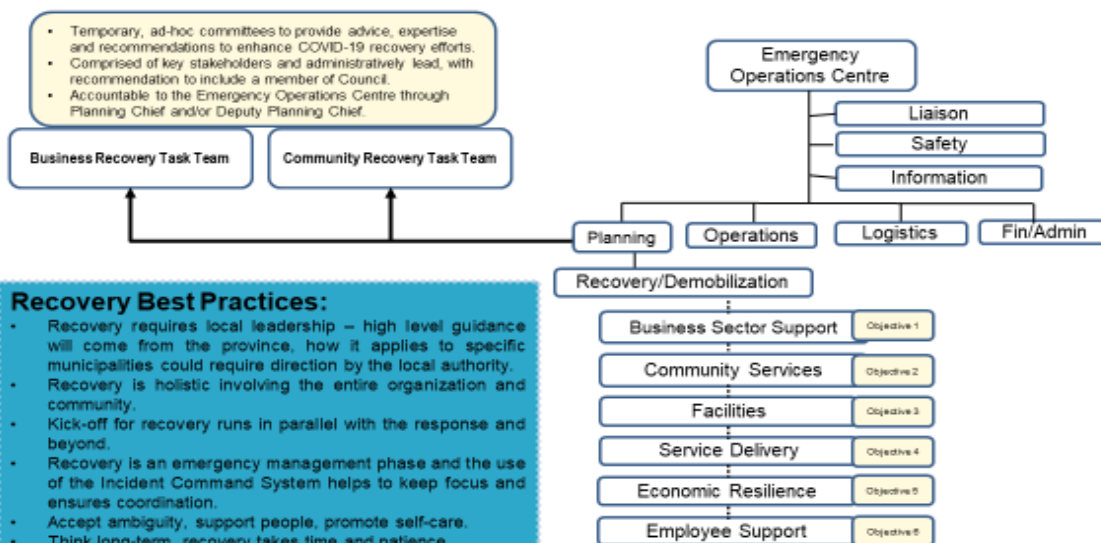


### PURPOSE:

The Town of Olds Economic Development Secretariat's Business Support and Recovery Task Force was launched to help minimize business loss in the community of Olds in the wake of the COVID-19 Pandemic.

The economic impact of the Pandemic has, and continues to, take a toll on the livelihoods of Olds residents and businesses.

The Town is doing everything possible, in full cooperation with the provincial and federal governments, to minimize that impact and see an economic recovery take place as soon as possible.



# Olds Relaunch Business Incentives 2021 Update

44

The Albertan, Tuesday, April 20, 2021 - 31

## Quick work to set up Olds patios praised

BY Doug Collie, MVP Staff

**OLDS** — Town officials and local restaurants were praised this past week for their quick action to set up patios in the wake of the latest provincial COVID-19 restrictions.

As of Friday, April 9, all restaurants in Alberta were not allowed to provide indoor dining service. However, takeout, delivery, curbside pickup and patios are still allowed.

As a result, with the help of town officials and others, several restaurants created or expanded outdoor patios at their facilities.

"Our planning people have been very busy, making sure that we support local businesses that are interested in patios, so we've prioritized this. It's important to deal with right away," acting director of emergency management Jennifer Lutz said during an April 12 meeting with town council.

She said as of 11 a.m. that day, town planning and development staff had been in communication with eight local restaurants to add temporary or perma-

nent patios or modifications to existing ones.

"So (we're) definitely trying to help those folks out," she said. "Personally, I just want to thank businesses that are trying to be innovative and work with these numbers.

"We're all tired of it — (I) understand that — but really appreciate the ones that are trying their best to try something a bit innovative, so thanks for that."

Larry Wright, the town's strategy and development officer and point person on economic development, told council he and other town staff had been pretty busy on the patio file.

"I'm out walking and talking on the street with some of our business core people," he said.

Wright said one of the big questions was how much it would cost to install or expand the patios. It was determined that the range was \$4,500 to \$7,500.

He said one problem is that items such as railings and baseboards are in short supply in some cases.

Some concern was expressed

about patios cutting down on the amount of parking available.

Wright said a meeting was held with Olds & District Chamber of Commerce representatives to find out what the town can do to support "businesses in transition."

"There's quite a lot of work going behind the scenes," Wright said. "Whether it's on a weekend, through the week, doesn't matter; we're just getting on with it, OK?"

Several councillors thanked Wright, Lutz and other town employees for helping local businesses cope as best they can with COVID issues.

"I want to congratulate our planning department and our administration and Larry Wright who heads up the secretariat, for doing a very fast process for our restaurant community, for implementing some very innovative ideas for patios," Coun. Mary Jane Harper said.

Coun. Wanda Blatz also expressed support for the patio concept.

"We're going in the most positive direction we can at



Patrons enjoy food on Grouchy Daddys' new extended outdoor patio, one of several such facilities set up in Olds in the wake of COVID-19 restrictions enacted by the province in early April.

this time," she said. "It's truly just unfortunate, but it is the reality we have at this time."

"All things considered, yeah," said Mike Muzychka, the town's mayor.

Coun. Debbie Bennett said outdoor patios could actually help other businesses in addition to restaurants or bars.

"I think that when you have people anywhere downtown there's more interest in taking a look through the shops and I think that is a positive rather than a negative," she said.

In a phone interview

Muzychka said he pleased with how quickly outdoor patios have been set up for restaurants and bars in the wake of the latest COVID-19 restrictions.

"It seems to be very, very successful. We've got lots of really good feedback from the business owners," Muzychka said during the interview.

"Oftentimes if they get them in relatively mid-morning, they're getting approval the same day, so we're really proud of that."

# Olds Relaunch Business Incentives 2021 Update

45



## THIS AFFECTS YOU! Managing your business during COVID-19

A top priority during the Covid-19 crisis is to reduce the negative impact it has on your business. To do this, we need your help. We are surveying the Town of Olds business community to check-in. Your input is incredibly valuable and will provide information on how the Town could further support local businesses. In addition, we want to gather information that can inspire, uplift and hopefully help others.

This survey is 100% anonymous unless you would like to identify yourself. The survey will close at 4:30 PM on April 28th, 2021.

# Olds Relaunch Business Incentives 2021 Update

46

- Alberta Rapid COVID-19 Test Initiation identified to Business Community April 26, 2021 – Incident Command Post Staff extended support regarding Program Application Process.
- Olds Business Survey initiated April 23, 2021: results will be compiled after survey closes April 28, 2021.
- Vaccination Identification Support (five local Pharmacies at present), initial six days had 800-900 area residents receive first shot (March 10, 2021).
- Zero (0%) Municipal Tax Increase - Strategically Balanced Budget
- Waived Business License Fees (January 1 - December 3, 2021)

# Olds Relaunch Business Incentives 2021 Update

47

- Waived Development Fees (January 1 - June 30, 2021).  
Revisit in May/June 2021.
- Additional Business Support – In 2021.
- Shovel Ready Projects:
  - Highway 2A/68<sup>th</sup> Street Roundabout Industrial Access
  - Highway 27/70<sup>th</sup> Avenue Intersection Federal / Provincial

# COVID-19: Economic Business Recovery Support

48

Federal programs:

1. Business Credit Availability Program (BCAP) managed through EDC/BDC
2. Canada Emergency Business Account (\$40,000 loans with \$10,000 potentially forgivable)- interest free until 2021/22. Established to provide needed cashflow.
3. Canada Emergency Response Benefit (CERB) 2.4 million people who potentially qualify for this program.
4. Canada Emergency Wage Subsidy (75%) \$847/week subsidy: easier to think of this way. Use best effort to pay
5. Temporary Wage Subsidy (10%) Payroll Deferral
6. Federal Workshare Program
7. Supplemental Unemployment Benefit (SUB)
8. Other programs to be announced

# COVID-19: Economic Business Recovery Support

49

**THE SMALL and MEDIUM ENTERPRISE RELAUNCH GRANT** offers financial assistance to Alberta businesses, cooperatives, and non-profit organizations that were ordered to close or curtail operations in December and, experienced a revenue reduction of at least 30%, as a result of the COVID-19 pandemic. The program offers 2 payments to eligible applicants, with up to \$20,000 in available funding per eligible application. ~ [https://youtu.be/vdX\\_aUOIbbo](https://youtu.be/vdX_aUOIbbo)

The **Canada-Alberta Job Grant** helps cover training expenses for existing employees and new hires. If you are hiring and training an unemployed Albertan, up to 100% of training costs could be covered, up to \$15,000 per trainee. For further information, please contact the Canada-Alberta Job Grant processing centre at: 1-855-638-9424 or email [jobgrant@gav.ab.ca](mailto:jobgrant@gav.ab.ca)

## **INNOVATION RELIEF and RECOVERY PROGRAM**

Alberta Innovates extended its Innovation Relief and Recovery Program (IRR) with \$350,000, in an effort to help more small-to-medium- sized businesses (SMBs) affected by the COVID-19 pandemic. The program initially launched in fall 2020 with \$400,000 in federal funding through Western Economic Diversification Canada (WD), part of a total \$1.3 million contribution from WD to Alberta Innovates. The project may include product testing and refinement, manufacturing capacity improvement, project \$5,000/\$10,000.

## **Applications for the Canada Summer Jobs 2021 Are Being Accepted**

Funded employers are not restricted to hiring students.

# COVID-19: Economic Business Recovery Support

50

Starting in mid-April, the [ENHANCED COVID-19 BUSINESS BENEFIT](#) will provide funding to eligible Alberta small and medium businesses most affected by the pandemic and ongoing public health restrictions. Payments will be calculated based on 15% of the eligible business's monthly revenue, up to a maximum of \$10,000. Businesses can use these funds as they see fit to help offset the costs of re-opening and implementing public health measures.

To be eligible for the Enhanced COVID-19 Business Benefit, applicants must:

- be a businesses, cooperative or non-profit organizations with fewer than 500 employees
- demonstrate a revenue reduction of at least 60%
- report the levels of provincial and federal support received, to ensure no more than 80% of revenue was covered by these supports

Payments under the Enhanced COVID-19 Business Benefit will be available in April 2021 following the conclusion of the Small and Medium Enterprise Relaunch Grant program.

- Eligible organizations can apply for the [Small and Medium Enterprise Relaunch Grant](#) program until March 31.
- Detailed information on the Enhanced program will be included in program guidelines closer to the launch date in April.
- Money received under this program does not need to be repaid.

**Alberta Innovates** extended its [INNOVATION RELIEF and RECOVERY FUND \(IRR\)](#) to help more small-to-medium-sized businesses (SMBs) affected by the COVID-19 pandemic.

- The IRR program offers tech businesses access to various technical and business supports that are not covered through other relief programs. Project activities may include product testing and refinement, manufacturing capacity improvement, customer discovery work as well as professional services such as human resources, legal, and financial required to support relief and recovery. Support for each project ranges from \$5,000 up to \$10,000. Be informed with [Connectica](#): the source for information on Funding, Services and Facilities available to Alberta Innovators!

# COVID-19: Economic Business Recovery Support

51

## - **CANADIAN GOVERNMENT – COMMUNITY FUTURES REGIONAL RELIEF AND RECOVERY FUND**

This \$962-million Government of Canada fund is to support small and medium size businesses that have been negatively impacted by the COVID-19 pandemic. These businesses can now apply for loans of up to \$40,000 through RRRF. As the financing terms of RRRF and Canada Emergency Business Account (CEBA) are similar, rural businesses can choose which program to apply for funding

### **Who can apply to the RRRF, extended application until June 30,2021**

Businesses and organizations that have either:

- \* Applicants Applied for other federal relief measures and have not been able to secure funds;
- \* Accessed COVID-19 relief measures and continue to experience hardship.

Businesses in sectors that are critical to the resilience and survival of Atlantic Canada's economy, such as advanced manufacturing, ocean industries, clean growth technology, and tourism, may be given priority.

### **CEBA requirements and deadlines have changed: extended application to June 30,2021**

- As of December 4, 2020, CEBA loans for eligible businesses will increase from \$40,000 to \$60,000.
- Applicants who have received the \$40,000 CEBA loan may apply for the \$20,000 expansion, which provides eligible businesses with an additional \$20,000 in financing.
- All applicants have until JUNE 30, 2021, to apply for \$60,000 CEBA loan or the \$20,000 expansion.

**\*NEW\*** All applicants can now check the status of their CEBA Loan online at <https://status-statut.ceba-cuec.ca/>. Please wait 5 to 7 business days after finalizing your application before checking your loan status on this loan status website or with the call centre. If you try before the 5 to 7 business days, you will not receive an update. The loan status website will be able to address the following types of questions:

- What is the status of my application?
- Why was my application declined? How can I fix those errors (if applicable)?

All applicants are encouraged to check the status of their CEBA Loan online at <https://status-statut.ceba-cuec.ca/>, but if you continue to have questions you may call the CEBA Call Centre at 1-888-324-4201.

# Olds 2021 Community Profile Business



ProAll International Manufacturing founded in 2013 by Reimer Alliance & Pro-Ject Industries (Albert-based heavy equipment manufacturers), employs nearly 100 local residents

In 2016, a new assembly facility was built in the home base of Olds, Alberta. The Process utilizes unmatched engineering and technical design producing one of the most innovative, advanced mobile volumetric concrete mixers shipped throughout the world to meet global demand!

## Top Employers

Olds College  
 Olds Hospital  
 Chinook's Edge School Div.73  
 Sundial Growers Inc.  
 Richardson Bros. (Olds) Ltd.  
 ProAll International Manufacturing  
 Shurgain Feeds - Trouw Nutritional  
 Olds SoftGels Inc.  
 Premier Tech Horticulture Inc.  
 Spearhead Manufacturing Inc.  
 Cervus Equipment John Deere  
 Future Ag Inc (Case & International)  
 Noble Equipment Ltd.  
 Olds Home Hardware  
 Stanley Technical Services  
 Walmart Supercentre  
 Canadian Tire Corp. Ltd.  
 Westview Co-op Grocery Store  
 Patryk's No Frills  
 Sobeys Inc.

## Occupations (number of jobs)

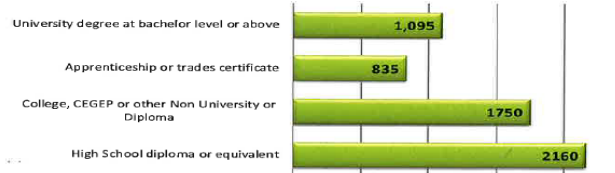
Sales and service occupations	1140
Trades, transport and equipment operators and related occupations	915
Business, finance and administration occupations	590
Management occupations	540
Education, law and social, community and government services	520
Health occupations	365
Natural resources, agriculture and related production occupations	310
Manufacturing and utilities	195
Natural and applied sciences and related occupations	185
Art, culture, recreation and sport	130

## Top Ten Industries (number of jobs)

Retail trade	630
Construction	540
Health care and social assistance	505
Educational services	465
Accommodation and food services	380
Services other than public administration	315
Mining, quarrying, and oil and gas extraction	300
Manufacturing	260
Professional, scientific and technical services	225
Transportation and warehousing	220

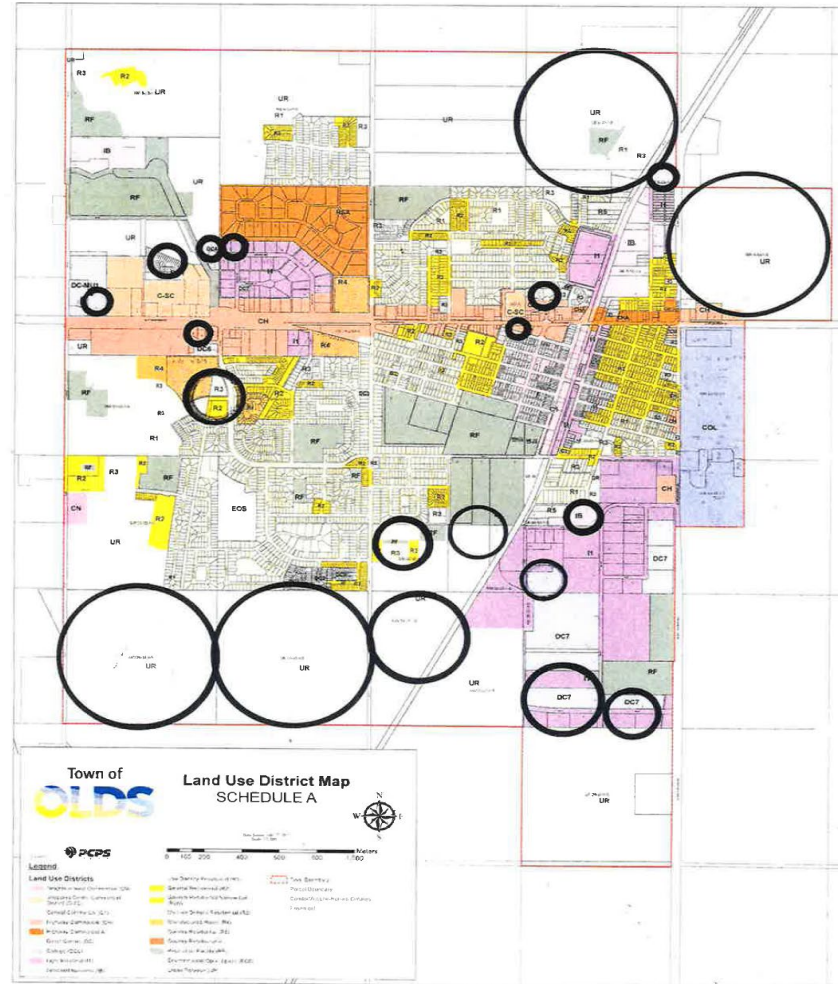


## Highest Educational Attainment (Ages 15-70)



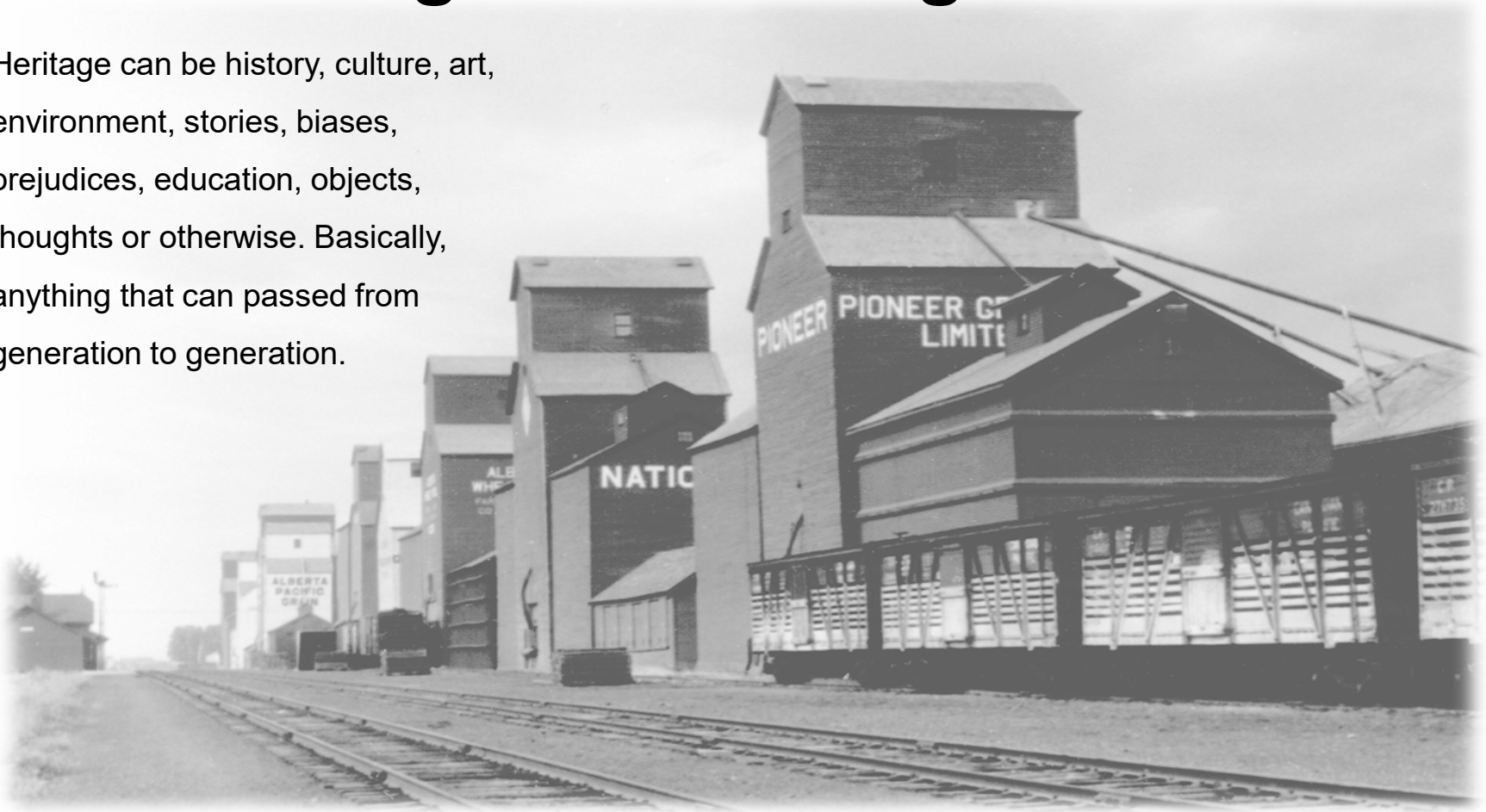
# 2020 COVID-19: Economic Development Business Lands Assessment

53



# Visitor & Tourism Art, Heritage & Indigenous Recognition<sup>54</sup>

Heritage can be history, culture, art, environment, stories, biases, prejudices, education, objects, thoughts or otherwise. Basically, anything that can be passed from generation to generation.



# Relationships & Partners, Joint Cooperative Ventures

55

Throughout 2019 to 2021, the Town of Olds remains connected to activity taking place throughout Alberta, as well as supporting regional economic trade opportunities with India, the United States, Japan, Korea, China, United Kingdom, Europe, South America and potentially, Africa.

These opportunities have resulted in local and regional engagements supported by:

- Alberta Agricultural Trade
- Technology and Trade Stakeholder Networks
- Federation of Canadian Municipalities
- Central Alberta Economic Partnership
- APEGA
- Brownfield Redevelopment
- Alberta Advanced Education, Alberta Innovates
- Alberta Water & Wastewater Associations
- Alberta Urban Municipalities Association
- Economic Development Alberta
- Canadian Public Works Association
- CCEMC
- Access Prosperity National Research Council
- Alberta Society of Engineering Technologists
- Red Deer Regional Tourism



# Thank You





## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: May 3, 2021  
Author: Scott Chant, Director of Operations  
Department: Operations  
SUBJECT: Operations / Capital Project Monthly Update

---

### **COUNCIL DIRECTION**

Accept the verbal updated as presented, for information.

### **BACKGROUND**

During construction of capital projects throughout the year a monthly update is provided at Policies and procedure meetings. These updates are based on work that is currently being worked on and change from time to time as some projects are completed and others are started throughout the year.

### **ATTACHMENTS**

None



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: May 3<sup>rd</sup>, 2021  
Author: Scott Chant, Director of Operations  
Department: Operations  
SUBJECT: Winter Road Maintenance Summary

---

### **COUNCIL DIRECTION**

Accept the verbal updated as presented, for information.

### **BACKGROUND**

Operations will give a presentation to Council regarding the 2020 / 2021 winter road maintenance season.

### **ATTACHMENTS**

Winter Operations Summary

# Winter Road Maintenance



## 2020 - 2021

# Contracted Maintenance Equipment

60

A Winter Road Maintenance package is emailed to all contractors from the previous year to allow them to submit to work again in October. All contractors are paid 100% of the Alberta Road Builders Rate and are required to submit all paper working including insurance and WCB forms.

A total of **11 Contracted Single Axle and Tandem Truck** companies

- ☐ Approximate total of **1255 hours** hired

A total of **2 Contracted Grader** companies

- ☐ Approximate total of **193 hours** hired

Hired contracted equipment for a total of **24 days** between **November 2020 – February 2021**

**Total 2020 Budget** (\$140,000) : **Actual spent \$186,895.81**

**Total 2021 Budget** (\$140,000) : **Spent to date \$62,340.25**

# Granular Supplies

61

## NSC Minerals – Road Salt

Grant Total Volume	MT	<b>304.93</b>
Grand Total Cost		<b><u>\$36,262.09</u></b>

## Trucking and Materials – Winter Sand

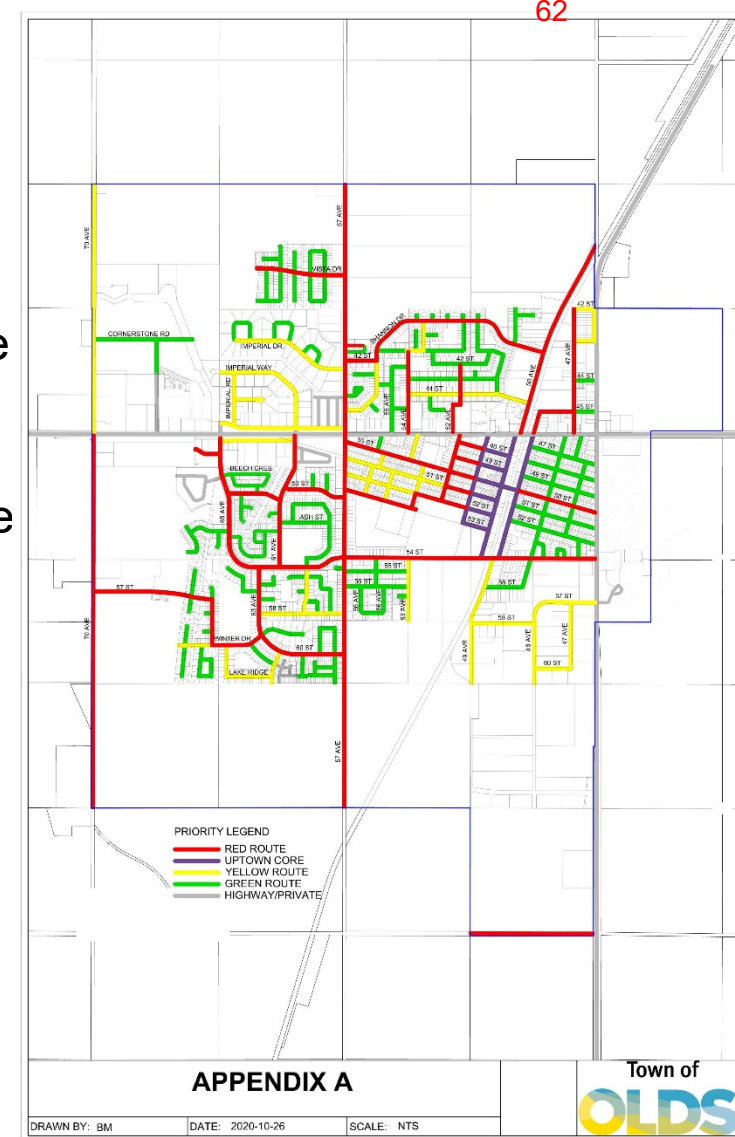
Grant Total Volume	Tonnes	<b>875.27</b>
Grand Total Cost		<b><u>\$24,045.15</u></b>



# Operations - Employee Tasks

The Operations Department (which includes employees from Utilities, Public Works and Parks) is responsible for plowing and salting/sanding over 100 km of roadways within town limits. This is done with 1 Grader, 2 Loaders (one with a Snowblower and one with a bucket), 1 Loader backhoe, 1 Tandem Dump truck, 1 Tandem Plow truck, 1 single Axle Plow truck, 1 One-ton truck and 1 Skid Steer Bobcat.

Approximately **762 hours of over time** worked by Utilities and Public Works staff with a cost of **\$22,756.82**



# Operations - Employee Tasks

63

It takes approximately **2 days** to complete all **Red** Priority Routes

Its takes approximately **1 day** to complete all **Purple** Priority Routes

Its takes approximately **2 days** to complete all **Yellow** Priority Routes

Its take approximately **10 days** to complete all **Green** Residential Priority Routes

The Operations crew was able to clear entire Town **twice** in the 2020-2021 winter season

**Public Works** staff also completed **6 full burials** and **4 cremains burials** between October 2020 and March 2021

**Utilities** staff completed **3 main line breaks**, **7 service line breaks** and **3 sewer service replacements** as well as continuing camera work between October 2020 and March 2021



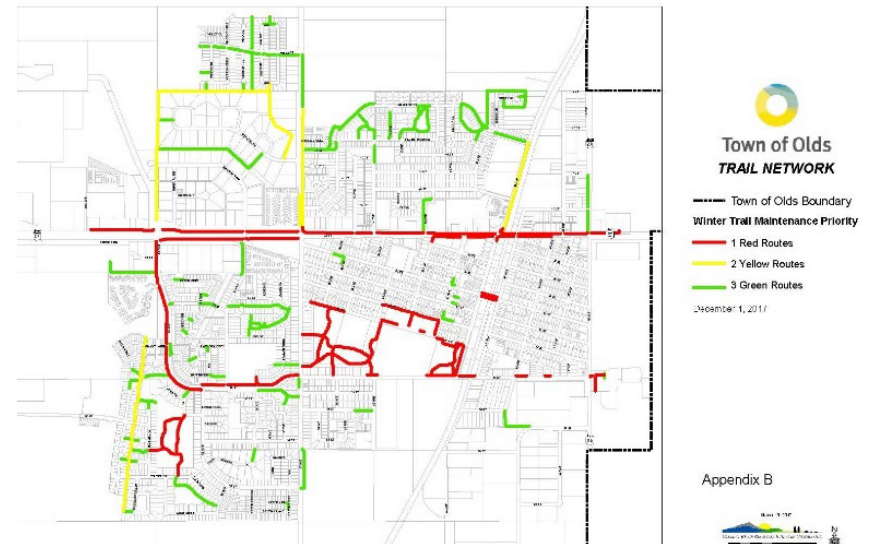
## Parks – Snow Plowing

64

Parks Department is responsible for clearing approximately **18km of trails and sidewalks**. After a snowfall of 3cm or more a 4-person team:

Day 1 consist of:

- ☐ a pass over the entire trail and sidewalk system using 3 pieces of equipment (Toolcat, Trackless and Gator)
- ☐ Hand shoveling done before 8am:
  - ☐ Nu2u
  - ☐ Aquatic Centre
  - ☐ Library
  - ☐ Museum
  - ☐ Recreation Centre
  - ☐ Town office
  - ☐ RCMP and Fire Department



Day 2 consists of going back to all trails and sidewalks to widen pathways; this is done with the above equipment as well as the Tractor

## Parks – Snow Plowing

65

Parks Department also responsible for:

Cemetery access:

- ☐ Completed approximately 4 times during the winter with the Toolcat, Gator or to widen the Tractor
- ☐ 3 niche interments from October 2020 – March 2021

Dog Park:

- ☐ Socialization area competed 2 times during the winter with the Toolcat or the Tractor.
- ☐ Parking lot entrance completed 6 times by Public Works

Clearing the Cross-Country Skiing parking lot access (5001 54 ST)

Ramps at Sportsplex



# Operations – Snow Dump

66

The snow dump is located north on 70 Ave; an approximate area of 11 acres. Currently, the Town of Olds and all our contracted winter road maintenance (11) companies use the snow dump as well as any other Snow Removal companies from Olds and Mountain View County as a free service. This winter season the snow dump was open for dumping during town operational working hours (7:00am – 3:30pm) during the week.

**Challenges** associated with snow dump:

- ☐ Extra cost of grading/plowing snow dump area (Contracted Loader working for approximately 25 hours, costing \$3,250)
- ☐ Knowing what's being dumped
- ☐ Extra cost of cleaning up the snow melt in the spring





# Thank You



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: May 3, 2021  
Author: Michelle Jorgensen, Heritage Advisor  
Department: Community Services  
SUBJECT: Heritage Arts and Culture Report

---

### **COUNCIL DIRECTION**

Accept for information and/or provide direction to administration.

### **BACKGROUND**

Michelle Jorgensen, Heritage Advisor will provide a presentation to Council.

### **ATTACHMENTS**

1. Heritage Arts and Culture Council Report
2. PowerPoint slides



# Heritage, Arts and Culture Community Services Report to Council May 3, 2021

## Heritage, Arts and Culture

Celebration of heritage conservation through supporting best practices in built and cultural heritage management. A commitment to heritage connects with the development of arts and culture within the community. The Heritage, Arts, and Culture budget, as part of the Town's overall commitment to "cultural programs", is wholly funded through the revenues collected from ATCO Gas Franchise Fees.

### KEY SERVICES PROVIDED

- Supports staff, property owners and community organizations to maintain the character and style of historic properties and protect places that have heritage significance
- Works with Alberta Culture and Heritage Canada for conservation of private and public property
- Collaborates with community groups to incubate a strong, connected arts and cultural community
- Stewardship of public art and the creation of vibrant public places and spaces, to celebrate our living heritage

### BACKGROUND

Literature, music and art through libraries, museums, theatres, galleries, and other public commons add value for citizens and visitors alike, to bring value added support for Olds' on-going growth as an active and desirable town. Support for activities that enhance the quality of life in Olds are an essential element in creating a complete and sustainable community.

According to the Hill Strategies Research Report released November 2018, in 2016 virtually all Canadians (15 or older) participated in some type of arts, culture, or heritage activity (100%, or 99.5% if rounded to one decimal place). This is one insight from Canadians' Arts, Culture, and Heritage Participation in 2016, the 47th report in the Statistical Insights on the Arts series from Hill Strategies Research, based on Statistics Canada's 2016 General Social Survey (Canadians at Work and Home).

In an earlier report issued by Hill Strategies, Artists in Small and Rural Municipalities in Canada (2010), findings highlighted significant concentrations of artists in small and rural municipalities across Canada. The report showed that as many artists live in Canada's small and rural municipalities as in Toronto and Montreal combined. In the Prairie Provinces, Olds, Alberta was listed as the municipality with the second highest concentration of artists where artists comprised 1.4% of the local labour force, coming in after Corman Park No. 344, Saskatchewan, at 1.5% and ahead of Canmore, Alberta, with an artistic concentration of 1.2%. The study was based on a custom data request from Statistics Canada's 2001 census, conceived of and commissioned by Hill Strategies Research. The full report and regional summaries are available for free from the Hill Strategies Research website (<http://www.hillstrategies.com>).

Because of the amenities, location, and creative community in Olds and area, ArtWaves West is a creative arts conference that has been taking place in Olds annually since 2016. It brings 100's of people from across North America to stay at the Pomeroy Inn and create art for a weekend in the fall. This year's event is booked for September 16 to 19, 2021 (<https://c2cevents.com/>).



*Artwaves West*

JOIN US IN OLDS, AB  
SEPTEMBER 16TH TO 19TH, 2021

Head over to our website for the updated  
ArtWaves West 2021 catalogue!  
Online registration coming soon!

## 2020/2021 Highlights

### Heritage Conservation

- Ongoing work on Heritage Management including discussions with a potential purchaser for the Former Bank of Montreal Municipal Historic Resource (MHR) which ultimately sold by virtual auction October 28, 2020.
- Worked with the owner of the Urban Rootz MHR on repainting and conservation of the exterior of her building.



- Contacted by owner of Brown Residence MHR last fall to discuss plans to likely list property in April 2021.
- Owner of Dr. Hartman Residence MHR reached out to Town for assistance with repairs to historic infrastructure. Connected him with Director of Operations Sep. 2020
- Worked with owner of Armstrong Bakery MHR and Mountain View Moccasin House Society to coordinate showing as potential location of Friendship Centre. This venture could possibly leverage cultural spaces and heritage conservation funding.
  - Now working with new tenant regarding improvements to store front and signage, connected with Municipal Enforcement regarding concerns (smoking on bench out front) – April 2021

### Heritage Awareness

- Canada History Ehx podcast – approached in July 2020, collaborated with Archives to ensure accuracy and finished product is now available! Link:  
<https://pdcn.co/e/traffic.libsyn.com/secure/canadahehx/OldsN&mp3.mp3>

Latest Episodes



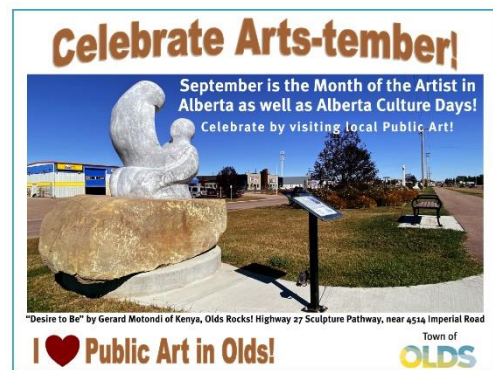
- Virtual Heritage Walking Tour - inspired by City of Calgary Inglewood Bird Sanctuary, Nici Carmichael's tech skills made this a (virtual) reality - linking heritage plaques and Olds Historical Society/Mountain View Museum Walking Tour Guide with google maps, still finalizing details but aiming for launch as heritage component of Canada Day Celebrations 2021.
- Continued support of projects with the Olds Historical Society and Mountain View Museum & Archives, including attending regular meetings of the Board.
  - Attended AMA online conference Sep. 17/20
  - Museum has been closed due to COVID-19 since December 2020
  - February 15, 2021 – start of Heritage Week – Heritage Day proclamation request from Olds Historical Society
  - Arranged for installation of bike rack at Museum
  - April 21, 2021, started working on strategic planning with Olds Historical Society Board
- General Heritage Management Inquiries - responding to ongoing requests and inquiries from community: individuals looking for family history, advice on Land Acknowledgement for this area, Olds High School researching date of establishment of High School in Olds, and even a request from Heritage Park for information on Taxidermy conservation and I was able to direct them to the Sundre Museum. If I can't help directly and depending on the topic, I typically connect inquiries to the Archivist at Mountain View Museum and Archives and to Heritage Conservation Advisors with AB Culture.

## Arts

- Memorial Way Banners – July 2020, revised design for new Town of Olds logo, updated photo for Community Peace Officers banner and ordered some replacements, ongoing support from Ops/Parks re: maintenance of 'exhibit'
- Public Art Advisory Committee (PAAC) – facilitated proposed Mural Bylaw engagement with PAAC Feb. 2021 to report back for public hearing submission
- Public Art Inventory Numbering Team (PAINT) – working with Marcie since November 2019 to develop a system for Inventorying our Public Art Collection
- Cornerstone Art Commons – October 2020, arranged for original paintings to be moved to Olds College in Library near Indigenous Students meeting room with signage that explains the project and a loan agreement between the Town and the College. The art was starting to show the effects of weathering, despite the use of exterior paints and primer as well as a final sealant coating. Reproductions of the artwork were created and installed at the site.
- Olds Rocks – Highway 27 Sculpture Pathway - International Sculpture Day - April 24, 2021 – promotion of live and virtual self-guided tours of Sculpture Pathway
  - Ongoing work with Morton Burke to leverage marketing opportunities for regional tourism draw of Olds Rocks and Bergen Rocks
  - Jane Archer shared in July 2020 that a film-maker was making arrangements with her to conduct filming at the sculpture pathway location for a project



- Ongoing maintenance includes occasional repairs to signage and the removal of rocks placed on the “Maintain” sculpture (in place of the Pearl...)
- Legacy Benches – new bench commissioned, designed and installed as a family memorial (LAKE) in the Cemetery in September 2020. Working on another Legacy Bench also for install at the Cemetery, we have determined location and are now in design phase for install later this year.
- LOVE Olds Photo Contest - re-launched in April 2021, will run until August 31, 2021, with winners announced during Alberta Culture Days in September 2021.
- September 2020 – Alberta Culture Days and Month of the Artist in Alberta! “Arts-tember!” promotion online and print media highlighting public art in Olds with information and online activities (i.e. word searches, scavenger hunts, etc.)
- Annual Scarecrow Competition September 12, 2020 – in conjunction with Alberta Culture Days event at Didsbury Museum, a chance for Town of Olds promotion in a neighbouring community – theme of this year’s entry was a tribute to frontline workers in the face of COVID-19.

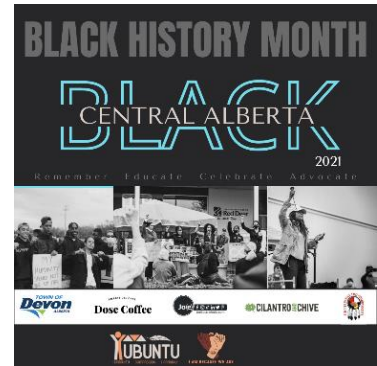


## Culture

- Welcoming and Inclusive Communities (WIC)
  - Presentation for Council P&P September 8, 2020
  - KAIROS Blanket Exercises – October 2, 2020, participated in Virtual KBE to experience and offer feedback, facilitated live KBE Nov. 22/20 with Covid safety protocols
  - Attended Coalition of Inclusive Municipalities meeting of Alberta members January 7, 2021
  - Participating as Town of Olds representative on Olds College Diversity and Inclusion Committee started April 2021
  - Participate in related PD opportunities on various topics as available, i.e. AHS webinar on LGBTQ2S+ Allyship (Feb. 11/21) and AUMA webinar on Municipalities banning Conversion Therapy (Feb. 24/21), Calgary Foundation webinar Impacts of Intergenerational Trauma (Feb. 25/21), Travel Alberta webinar on Creating Partnerships with Indigenous Tourism Businesses (Mar. 30/21), ICOMOS International online workshop on Indigenous Identity and World Heritage (March 10 – 12/21), Indigenous Planning workshop (Apr. 15/21)
  - Preparing with Human Resources and Strategic Affairs for a presentation to Council in May to consider endorsing a Declaration to join the Canadian Coalition of Inclusive Municipalities
- National Indigenous Peoples Day 2020 - small gathering was held in Centennial Park to celebrate the day, with the major event being postponed to 2021 due to COVID restrictions - virtual event for 2021 planned to livestream June 21/21 (planning meetings commenced October 2020)
  - June 10, 2019 – Together with community partners, Olds hosted Treaty Walkers for an overnight stay along their journey as they walked from Edmonton to Calgary. After a meal at the Olds United Church, the group shared their presentation about their exploration around what it means to be Treaty people working and living on common ground. There is now a film available of the initiative – Town of Olds is mentioned, along with several other community organizations, in the credits as one of the supporters. Link: <https://www.treatywalk.com/treatywalkajourneyforcommonground>
  - Olds Indigenous Connections / NIPD Planning Committee is now a special committee of MVMH Society because their goals are in alignment and this allows the committee to leverage funding opportunities available to non-profit organizations
- November 15 – 21, 2020 recognized and promoted Métis Week on social media (note: Cemetery Walking Tour Guide produced with Mary Hays, Town of Olds and Olds Historical Society/Mountain View Museum and Archives in 2019 continues to be a resource to Métis community and family history!)
- Mountain View Moccasin House Society (MVMH) – continue to assist Board as Town of Olds Community Facilitator including regular attendance at Board meetings. September 2020 – attended Horse Dance Ceremony at Kootenay Plains with Town of Olds flag, amazing 3-day cultural immersion experience, planning for year 3 of Horse Dance Ceremony at Morley June 2021, aiming for year 4 to be held in Olds. The Society has attained charitable status and continues to work towards creation of an inclusive Friendship Centre in Olds



- Presentation on Land Acknowledgement for Community Services Department
- Canada Day 2020 Virtual Concert – assisted with coordinating Indigenous cultural teachings and performances component
- Orange Shirt Day proclamation – September 30th, 2020, and social media campaign
- UBUNTU - July 4, 2020 – Olds Against Racism (Olds Peaceful Anti-Racism Protest) event at Centennial Park – assisted organizers to coordinate location, AHS requirements, etc.
  - Black History Month February 2020 – Council Proclamation requested by UBUNTU Mobilizing Central Alberta, participated in UBUNTU webinars/online events throughout the month, shared/promoted information and educational opportunities on Town social media
- International Women's Day Proclamation March 8th Annually – provided radio interview to share about the celebration with community.
- Olds and District Hospice Society - November 20, 2020, annual support of Tree of Remembrance event in Centennial Park includes lighting tree and attending event with portable sound system
  - May 2, 2021 – assisted with Olds and District Hospice Society request for proclamation and Hike for Hospice
- Tourism Operator Directional Signage (TODS) - Supporting research into history of Tourism Operator Directional Signage (TODS) program with Olds Chamber, Town of Olds and AB Transportation



## TRENDS: CHALLENGES AND OPPORTUNITIES

- **COVID-19 – Challenging times...**
  - With restrictions on gathering and related safety protocols, event and program planning has been challenging.
  - Emergency Management/COVID-19 involvement.
  - Emergency Social Services as part of Community Services – conducted regular check-ins throughout the community with Churches, grocery stores, etc. to offer support if required and keep on top of current situation
  - Liaison Officer for Incident Command Post (ICP) - Regular communication with community partners including Seniors Residences, PDD Community, AHS EMS and Mental Health, the Olds Hospital and Care Centre, RCMP, large employers and others to ensure that everyone is informed about the current situation and opportunities for support and/or collaborations are identified as early as possible. An example: Connecting with ASC re: Blackbins and other resources. Break from about June 17, 2020 to November 27, 2020; ICP re-activated December 1, 2020 to March 2, 2021; and re-activated again April 6, 2021 to present.

- December 2020 completed Psychological 1st Aid training
- Working from home roughly from March 17, 2020 to May 28, 2020, then again at home from August 17, 2020 to present
  
- **Public Art Collection – Opportunity –**
  - Engagement with community through Arts programming – i.e. Community outreach marketing and engagement – tour “Pearl of Wisdom” with presentation about Olds Rocks/public art in Olds and art projects throughout community including schools, Day Hospice, Longterm Care and Seniors residences, Daycares, career high, Library, Padnoma, Accredited Supports, Olds Association , Fisher Farm Residential, and others.... (also ties into WIC).
  
- **Incentives for conservation of historic resources – Challenge –**
  - Grants for projects like heritage conservation or heritage awareness that are available through Alberta Historical Resources Foundation (funded through Alberta Lottery Fund) see more designated properties provincially with significantly less funding available.
  
- **Welcoming and Inclusive Communities (WIC) – Opportunities –**
  - AUMA Welcoming and Inclusive Communities (WIC) – continued and expanded support for community efforts in developing a creative, welcoming, and inclusive community. Including but not limited to age-friendly, accessibility for all, the numerous cultural groups within Olds and district, and awareness and celebration of the spectrum of diversity in our community. Opportunities for continuing to build relationships.
  
  - Truth and Reconciliation Calls to Action - ongoing opportunities for professional development on the history of Indigenous Peoples, including the history and legacy of residential schools, the *United Nations Declaration on the Rights of Indigenous Peoples*, Treaties and Aboriginal rights, Indigenous law, and Aboriginal-Crown relations. Training opportunities should include intercultural competency, conflict resolution, human rights, and anti-racism. In 2019, I completed the UofA online course *Indigenous Canada*; and now several other Town of Olds staff have completed it. This course is recommended by AUMA for Indigenous training opportunities.
  
  - Integrating WIC throughout our organization and connecting with initiatives ongoing in and driven by community.

# Heritage, Arts and Culture Community Services Report to Council May 3, 2021



# Heritage, Arts and Culture

78

## KEY SERVICES PROVIDED

- Supports staff, property owners and community organizations to maintain the character and style of historic properties and protect places that have heritage significance
- Works with Alberta Culture and Heritage Canada for conservation of private and public property
- Collaborates with community groups to incubate a strong, connected arts and cultural community
- Stewardship of public art and the creation of vibrant public places and spaces, to celebrate our living heritage

# Heritage

79

- Celebration of heritage conservation through supporting best practices in built and cultural heritage management.
- Awareness, through sharing stories and supporting programs, that brings history to life and highlights the importance of our collective past to the current day realities.
- Place-making creates a unique character that sets us apart from other communities.

# Arts

80

- Literature, music and art through libraries, museums, theatres, galleries, and other public commons adds value for citizens and visitors alike and supports Olds' on-going growth as an active and desirable town to live, work, and visit.



# Culture

81

- According to Hill Strategies Research (2018) virtually all Canadians (15 or older) participated in some type of arts, culture, or heritage activity (100%, or 99.5% if rounded to one decimal place)
- Olds, Alberta, listed as the municipality with the second highest concentration of artists
- Olds strives to be a Welcoming and Inclusive Community that is also a vibrant and creative cultural centre



# Highlights 2020-2021 Heritage Management

82

- Ongoing Conservation of Municipal Historic Resources



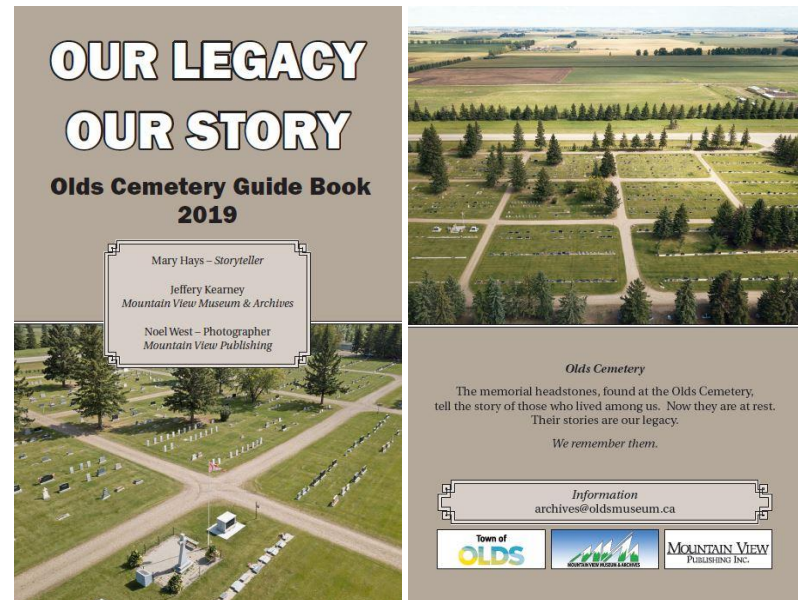
5206 – 50<sup>th</sup> Avenue - Urban Rootz (MHR)

# Highlights 2020-2021

## Heritage Awareness

83

- Canadian History Ehx Podcast (launch end of April)
- Virtual Heritage Walking Tour (work in progress)
- Olds Historical Society/Mountain View Museum & Archives



# Highlights 2020-2021

## Arts

84

- Memorial Way Banners
- Cornerstone Art Commons
- Olds Rocks! Highway 27 Sculpture Pathway
- I LOVE Olds Photo Contest
- Alberta Culture Days and Month of the Artist in Alberta

“Arts-tember!”



# Highlights 2020-2021

## Culture

85

- Black History Month February 2021
- International Women's Day March 8, 2021
- Olds and District Hospice Society – Palliative Care Week May 2-8, 2021
- National Indigenous Peoples Day June 21, 2021
- Mountain View Moccasin House Society – Orange Shirt Day September 30
- Welcoming and Inclusive Communities (WIC)

# Trends: Challenges and Opportunities

86

- COVID-19 pandemic interruption
- Conservation of historic resources funding
- Community Engagement through Public Art and Heritage programming
- Welcoming and Inclusive Communities (WIC)

# Thank you





## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: May 3, 2021  
Author: Doug Wagstaff, Director of Community Services  
Department: Community Services  
SUBJECT: Public Art Advisory Committee (PAAC) Bylaw 2021-11

---

### **COUNCIL DIRECTION**

Accept for information and/or provide direction to administration and bring back a Request For Decision on a draft Bylaw to a future Regular Council Meeting.

### **BACKGROUND**

Council Policy 120C approved in January created a committee under the authority of the CAO. May 27, 2019, Council appointed two Elected Officials as Council representatives on PAAC. Following an open recruitment process, on June 25, 2019, Administration appointed Public Members to PAAC. After a nearly a year of operating Council requested PAAC be a Council appointed Committee and align its appointment with that of other Council appointed Committees. Following another open recruitment process, at the October 26, 2020, Organizational Meeting Council approved both Council Member and Public Member appointments. A majority of the Public Members were reappointed. Previously as an Administration appointed function PAAC operated under a Terms of Reference, the proposed Bylaw will replace the Terms of Reference and provide consistency with other Council appointed Committees to be governed by a Bylaw. The PAAC Bylaw was structured similar to the FCSS Bylaw.

### **ATTACHMENTS**

1. PAAC Draft Bylaw 2021-11
2. PAAC Terms of Reference comparison

**TOWN OF OLDS  
BYLAW NO. 2021-11**

**A BYLAW TO ESTABLISH AN ADVISORY BODY ON “PUBLIC ART”**

**WHEREAS**, pursuant to section 145 of the *Municipal Government Act*, a council may pass bylaws in relation to the establishment and functions of council committees and other bodies; and to procedures to be followed by council, council committees and other bodies established by the council;

**AND WHEREAS**, Town of Olds Elected Officials have deemed it important that a Council Committee be established to advise on the spending of the Public Art fund and wish to establish a Public Arts Advisory Committee;

**NOW THEREFORE** the Council of the Town of Olds, in the Province of Alberta, duly assembled, enacts as follow:

**1. TITLE**

1.1. This Bylaw may be referred to as the “Public Arts Advisory Committee Bylaw” or “PAAC Bylaw”.

**2. DEFINITIONS**

2.1. In this Bylaw, words have the meanings set out in the Act, except that:

**Act** means the Municipal Government Act, R.S.A. 2000, c. M-26 and associated regulations, as amended;

**Administration** means the administrative and operational arm of the Municipality, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the Chief Administrative Officer;

**Chief Administrative Officer (CAO)** means the chief administrative officer of the Municipality, or their delegate, who as per the Municipal Government Act, is the only employee of council;

**Committee** means the Town of Olds Public Arts Advisory Committee.

**FOIP** means the Freedom of Information and Protection of Privacy Act, R.S.A. 2000, c. F-25, any associated regulations, and any amendments thereto;

**Member** means a person of the Public Arts Advisory Committee created by the Town Council under the Municipal Government Act;

**Councilor** means a member of Council duly elected in the Town of Olds and who continues to hold office, including the chief elected official;

**Municipality** means the municipal corporation of the Town of Olds;

**Public-at-Large** means a Member of the Public Arts Advisory Committee who has been appointed to the committee by Town of Olds Council but who is not a Town of Olds Council Member or a Town of Olds employee;

**Town** means the Town of Olds.

### 3. ESTABLISHMENT

- 3.1. The Public Arts Advisory Committee Bylaw is hereby established to provide expert and community input on Public Art for the Town of Olds. The Committee may provide recommendations and advice to Town Council and/or Administration on policies, guidelines, plans and issues as they relate to Public Art. The Committee may have the authority to make decisions on the selection of Public Art based on the criteria in desired outcome standards and other specific criteria that may be additionally outlined by Town Administration and/or Town Council.

### 4. TERM

- 4.1. Member appointments shall be a two-year term, appointed at the Organizational Meeting, and commencing November 1, notwithstanding Section 5.4.
- 4.2. Each Member of the Committee shall be appointed for a term specified by resolution of Council.
- 4.3. Notwithstanding Section 4.2, a person may be reappointed to the Committee upon the expiration of that person's term.
- 4.4. In the event of a vacancy, Council may appoint by resolution a new Member to serve for the remainder of the vacating Member's term.

### 5. MEMBERSHIP

- 5.1. The membership to the Committee shall include a minimum of five (5) and a maximum of seven (7) representatives as appointed by Council, and an Administration representative (1):
  - a. Three (3) to Five (5) Public Members as appointed by Council;
  - b. Two (2) Councilors as appointed by Council; and
  - c. Town staff liaison (1) assigned by the CAO (non-voting member excluded from membership appointment).
- 5.2. If a Member misses three (3) consecutive meetings without the authorization of the Committee, the person is disqualified and the position becomes vacant, otherwise, a member of the Committee shall not be discharged without cause.
- 5.3. In the event of absence or inability of the Chair to preside at a Committee meeting, the Vice-Chair shall preside, and in the event of the absence or inability of both the Chair and Vice-Chair to preside at a meeting of the Committee, the members present in constituting a quorum shall elect one of its members to act as Chair for that meeting.

### 6. MEETINGS

- 6.1. PACC shall meet a minimum of three times per year to discuss the Town of Olds strategy regarding Public Art including agenda items as required: Organizational meeting November; March; and June.

6.2. Meetings will be held as required based on Public Art projects as ad-hoc or regularly scheduled meetings as a project requires.

6.3. Ad-hoc meetings will be held as necessary to review Development Permits for Murals.

## **7. QUORUM**

7.1. The Committee shall consist of at least five (5) persons, of which the majority of Members shall be Public-at-Large.

7.2. A quorum for the Committee shall consist of a majority of the Members that includes at least one Councillor.

## **8. RESPONSIBILITIES**

8.1. The Committee, in relation to Public Art for the Town of Olds, shall:

- a. Make recommendations regarding the Public Art Policy, and on any matters referred to the Committee by Town Council;
- b. Provide advice to Town Administration and/or Town Council;
- c. Assist the Town with promotion of public art initiatives in Olds;
- d. Support the Town with community engagements regarding public art initiatives and extend input from the community; and
- e. Provide advice regarding best practice for public art funding and opportunities to advance public art.

8.2. Members shall:

- a. adhere to the Code of Conduct;
- b. Act honestly and, in good faith, serve the welfare and interests of the community and Municipality as a whole;
- c. Perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency;
- d. Respect the decision making process;
- e. Respect the Municipality as an institution, its bylaws, policies and procedures and shall encourage public respect for the Municipality, its bylaws, policies and procedures; and
- f. Conduct themselves in a professional manner with courtesy, dignity, and respect, and make every effort to participate diligently in the meetings of the Council to which they are appointed by Council.

8.3. Code of Conduct

- a. The Committee members are expected to be respectful and work collaboratively to achieve the common goals of the Public Art Program.
- b. The Committee is drawn from a spectrum of community interests, the expectation is that each member will conduct themselves in the best interest of the community and the Public Art program.

- c. Members must declare any direct or indirect benefit to themselves (fiduciary or otherwise), their families, employers or associates which may arise from the acquisition or deaccession of any artwork or related programs/activities, and will be required to remove themselves from those processes.
- d. Members of the committee are not permitted to speak directly with the media on behalf of the committee.

#### 8.4. Confidentiality

The Members, under this Bylaw, are bound to maintain, in strictest confidence, the discussions and minutes of the PAAC,

Confidential information includes information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing pursuant to legislation, court order or by contract, or is required to refuse to disclose under FOIP or any other legislation, or any other information that pertains to the business of the Municipality, and is generally considered to be of a confidential nature, including but not limited to information concerning:

- a. the security of the property of the Municipality;
- b. a proposed or pending acquisition or disposition of land or other property;
- c. a tender that has or will be issued but has not been awarded;
- d. contract negotiations;
- e. employment and labour relations;
- f. draft documents and legal instruments, including reports, policies, bylaws and resolutions, that have not been the subject matter of deliberation in a meeting open to the public;
- g. law enforcement matters;
- h. litigation or potential litigation, including matters before administrative tribunals; and
- i. advice that is subject to solicitor-client privilege.

If a Member has direct pecuniary interest in a matter before the Committee, or if a Member is aware of any reason which may lead to a possible bias when hearing a matter, the Member shall declare an interest or likelihood of bias to the Committee and shall abstain from discussion and voting on the matter, and such abstention shall be recorded in the minutes.

### 9. AUTHORITY

9.1. The Committee may appoint Ad-Hoc Sub-committees as required.

9.2. Annually, by September 1, the Committee shall submit an operating budget request to the Chief Administrative Officer.

9.3. Within the budget approved by Council, the Committee shall carry out public art advisory initiatives.

9.4. The Public Art Advisory Committee shall provide quarterly reports to Council.

### 10. REVIEW

- 10.1. This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the purpose of the Public Art Advisory Committee.

## 11. ENACTMENT

Read a first time this       day of       , 2021

Read a second time this       day of       , 2021

Received Unanimous Consent for presentation of third reading this       day of       , 2021

Read a third and final time this       day of       , 2021

\_\_\_\_\_  
Michael Muzychka,  
Mayor

\_\_\_\_\_  
Michael Merritt,  
Chief Administrative Officer

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

**Public Art Advisory Committee (PAAC)  
Terms of Reference**

**1. Title**

Committee shall be known as the Town of Olds Public Art Advisory Committee (PAAC)

**2. Roles and Objectives**

The purpose of the Public Art Advisory Committee is to provide expert and community input on Public Art for the Town of Olds. The Committee may provide recommendations and advice to Town Administration on policies, guidelines, plans and issues as they relate to public art. The Committee may have the authority to make decisions on the selection of Public Art based on the criteria in desired outcome standards and other specific criteria that may be additionally outlined by Town Administration and/or Town Council.


**3. Specific Goals & Purposes:**

- a) To provide input from the community in relation to Public Art for the Town of Olds.
- b) To provide advice and recommendations to Town Administration and/or Town Council via the Director of Community Services or designate.
- c) To assist the Town with promotion of public art initiatives in Olds.
- d) To assist the Town with community engagements regarding public art initiatives.

**4. Membership**

- a) ~~The Director of Community Services or designate(s) will establish a Public Art Advisory Committee that adheres to the Public Art Policy and Public Art Administrative Procedure.~~
- b) The Public Art Advisory Committee shall be comprised of a minimum of five (5) and a maximum of seven (7) representatives as appointed by Administration:
  - a. Town staff liaison (non-voting member excluded from membership);
  - b. Three (3) to Five (5) Public Members as appointed by Administration; and
  - c. Two (2) Members of Council as appointed by Council.
- c) Terms of PAAC membership, excluding Council member appointments:
  - i. An appointment shall be for a three-year term.
  - ii. Each member's appointment shall take effect on January 1, of the effective year of appointment except where a member is appointed to fill a membership vacancy.
  - iii. A member shall not serve more than two consecutive terms.
  - iv. Appointments to fill any interim vacancies will be for the remainder of the term.
- d) The Chair may review the attendance of any member who has missed three consecutive meetings without prior notification, and may recommend to the Director of Community Services that the member's appointment be terminated.
- e) Members may resign at any time by providing written notice to the Committee Chair with copy to the Director of Community Services.
- f) The Chair and Vice-Chair will be elected annually by the PACC at the annual organizational meeting.

**5. Meetings**

- a) Meeting agendas will be prepared by town support staff (Town of Olds Heritage Advisor) in collaboration with the Chair, no less than one week prior to meeting date. Meeting notes will be prepared by Town support staff (Heritage Advisor or designate) and circulated within 8 business days following the meeting date.
- b) The PACC shall meet a minimum of three times per year to discuss the Town of Olds strategy regarding Public Art including agenda items as required:
  - a. Organizational meeting January;
  - b. May; and
  - c. September.
- c) Meetings will be held as required based on Public Art projects as ad-hoc or regularly scheduled meetings as a project requires.
- d) Ad-hoc meetings will be held as necessary to review Development Permits for Signs-Murals.
- e)  Quorum for meetings shall mean a majority of all of its Committee voting members.

## 6. Code of Conduct

- a) The Committee members are expected to be respectful and work collaboratively to achieve the common goals of the Public Art Program.
- b) The Committee is drawn from a spectrum of community interests, the expectation is that each member will conduct themselves in the best interest of the community and the Public Art program.
- c) Members must declare any direct or indirect benefit to themselves (fiduciary or otherwise), their families, employers or associates which may arise from the acquisition or deaccession of any art work or related programs/activities, and will be required to remove themselves from those processes.
- d) Members of the committee are not permitted to speak directly with the media on behalf of the committee.

