



**Regular Council Agenda
for Tuesday, October 12, 2021 at 1:00 p.m.
to be held in person and 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 with 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 838 3886 6499 and then Password 041323 to listen in to the live meeting.

TO JOIN THE TOWN OF OLDS ZOOM MEETING

<https://us02web.zoom.us/j/83838866499?pwd=ZzMrekNEcXdmcnU2TlpNV3RLT005dz09>

1. CALL TO ORDER

A.) ADDED ITEM(s)

B.) ADOPTION OF THE AGENDA

2. ADOPTION OF PREVIOUS MINUTES

Page 3 2A) Regular Council Meeting Minutes – September 27, 2021
Special Closed Council Meeting Minutes – October 1, 2021

3. PRESENTATION AND DELEGATIONS

4. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS

5. BYLAWS

6. NEW BUSINESS

Page 13 6A) Council Strategic Plan - Areas of Focus 2017-2021

7. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

Page 23 7A) Reports from Council, Boards and Committees

8. QUARTERLY FINANCIAL POSITION UPDATE

9. CORRESPONDENCE AND INFORMATION

Page 28 9A) Correspondence and Information

10. ADJOURNMENT

PUBLIC INFORMATION:

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

CLOSED SESSION INFORMATION:

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

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

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



Request for Decision

Adoption of Meeting Minutes

October 12, 2021

RECOMMENDATION

That the minutes from the September 27, 2021, Regular Council meeting be adopted as presented.

That the minutes from the October 1, 2021, 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)
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 September 27, 2021.
2. Prior to Adoption: Special Closed Council meeting minutes of October 1, 2021.

Author:	Marcie McKinnon Legislative Clerk	Date: October 6, 2021
Acting CAO Signature:	Sheena Linderman	Date: October 6, 2021

Minutes of the Town of Olds Regular Council meeting held on Monday, September 27, 2021 at 1:00 p.m. in the Council Chambers, at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location.

This Regular Council Meeting was also 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 899 3520 1931 and then Password 642400 to listen in to the live meeting.

PRESENT – ELECTED OFFICIALS:

In the Chair, Mayor Michael Muzychka (from Chambers)

Participating virtually – ELECTED OFFICIALS:

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

ABSENT– ELECTED OFFICIALS:

Councillor Debbie Bennett

STAFF participating virtually for the Regular meeting of Council

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

1. CALL TO ORDER

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

A.) ADDED ITEM(s)

CAO Merritt requested a closed session under FOIP Section 21 - Disclosure harmful to intergovernmental relations, be added to the end of the meeting.

Councillor Blatz requested a public discussion on COVID restrictions and what it has done to the citizens be added to agenda. Mayor confirmed agenda placement after the closed session.

B.) ADOPTION OF THE AGENDA

Moved by Councillor Thomson, “to accept the Regular Council meeting agenda for the Monday, September 27, 2021, as amended.”

Motion Carried 21-384

2. ADOPTION OF PREVIOUS MINUTES

2A) Regular Council Meeting Minutes – September 13

Moved by Councillor Blatz, “that the regular Council meeting minutes from September 13, 2021, be adopted, as presented.”

Motion Carried 21-385

Special Closed Council Meeting Minutes – September 23

Moved by Councillor Ryan, “that the Special Closed Council Meeting Minutes of September 23, 2021, be adopted, as presented.”

Motion Carried 21-386

3. PRESENTATION AND DELEGATIONS

3A) Delegation / Proclamation

Administration introduced the delegation of Janice and Tyler Bushfield who participated virtually to speak to the proclamation request before Council. Janice spoke to their activities over the past year and on what cerebral palsy is. Tyler spoke on how it affects him and his everyday life.

It was noted in the introduction that Janice is the National Director for Cerebral Palsy. A National survey was completed last year. Janice will forward a copy of the survey to Council.

Moved by Councillor Harper, "that council accepts the presentation for information and that October 6, 2021 be recognized as World Cerebral Palsy Day in the Town of Olds."

Motion Carried 21-387

4. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS

None

5. BYLAWS

5A) Bylaw 2019-25 Family and Community Support Services (FCSS) Advisory Board

Acting Community Services Director Michelle LaRoche explained the request before Council to repeal Bylaw 2019-25 Family and Community Support Services (FCSS) Advisory Board in order to reduce red tape in the funding approvals and avoid duplication of presentation for groups being funded by this board.

Moved by Councillor Blatz, "that Council repeal the Town of Olds Bylaw 2019-25 and all amendments thereto, a bylaw that established a Town of Olds Family and Community Support Services Advisory Board."

Council discussion ensued on:

*Council didn't feel the board background history was correct on the timeline of the committee
Consultation with citizens group would be eliminated*

What replaces this, what is the new process for support and approval?

Council members don't see it as duplication

Councillor Harper requested to know:

What happens to local groups that won't make the regional cut?

How many of the 100+ applications were for Olds programs only?

How many of the 100+ applications had a regional focus?

How many of the 100+ applications met the criteria as funding by FCSS?

Acting Community Services Manager, Heather Dixon spoke to the regional board review process to avoid duplication and how recommendations go forward to Council. She provided stats from last year as follows: forty-six (46) applications came into FCSS, MV County FCSS Regional facilitator then disseminates out to appropriate jurisdiction. Olds had total of thirteen applications, twelve were moved forward for approval and one didn't fit the mandate. Of those thirteen, two were regional.

Motion Defeated 21-388

6. NEW BUSINESS

6A) Proclamation – Orange Shirt Day - September 30

Heritage Advisor, Michelle Jorgensen spoke to the proclamation request before Council today.

Moved by Councillor Overwater, "that Council proclaim Thursday, September 30, 2021, as Orange Shirt Day in the Town of Olds."

Council asked about activities in the area. It was noted that many schools are planning a lot of activities for this week, many of the in-person events are being postponed due to COVID. The Mountain View Museum will be opened on September 30. The Olds College Indigenous website has lots of information on it regarding events they have planned throughout the week.

Motion Carried 21-389

6B) Appointment of Auditor

Director Linderman spoke on the annual Municipal Government Act requirements to appoint auditor.

Moved by Councillor Thomson, "that Council appoint Avail LLP as the Auditor for the Town of Olds for the 2021 Fiscal Year."

Council discussion ensued on the tender process for Auditors.

Motion Carried 21-390

6C) 2022 Flower Budget

CAO Merritt spoke to the request before Council today. This is the only item Administration brings forward for approval prior to the budget being approved. This is to order the flowers the Town wants and to ensure deliver is on time.

Director Wagstaff spoke on request before council as contained in agenda package.

Moved by Councillor Overwater, "that Council authorizes Administration to purchase material for the 2022 community beautification program for flowers, hanging baskets and planters in the amount of \$31,000 and commit this funding in the 2022 Operating Budget."

Council discussion ensued:

Perennials versus annuals

Increase in basket quantity and cost of baskets

Lowering number of baskets

Tree Replacement program

Increasing budget

Local partnerships and funding contributions for extra baskets

Administration to confirm local partnerships and funding contributions for extra baskets downtown and maintenance of the baskets.

Parks Supervisor, Gillian Campbell spoke to the operational plan to replace annuals to perennials. Gillian indicated that the spring planting bulbs won't be done flowering before they have to pull them out to plant the annuals.

Councillor Overwater amended her motion by amending \$31,000 to \$26,000 plus delivery

Motion Carried 21-391

Moved by Councillor Blatz, “that council direct administration to engage local community groups to initiate a conversation on partnerships for flowers and maintenance and potential funding of the same.”

Administration noted that more flowers and more maintenance will increase service levels of staff.

Motion Carried 21-392

Council thanked Gillian and her team for all their hard work, the Town looks great!

6D) Photo Contest Winners

Heritage Advisor, Michelle Jorgensen spoke to the I Love Olds Photo Contest and presented the winning photos and photographers.

Moved by Councillor Ryan, “that the following photographs be declared the winners of the 2021 “I LOVE Olds” photo contest:

“Centennial” by Cheryl Persson



“Wetlands Beauty” by Leona Megli



“Summer Breeze” by Alicia Webb



Motion Carried 21-393

6E) Proclamation – Fire Prevention Week

Director Andrew spoke to the proclamation request as contained in the agenda package and highlighted the events being planned for the week.

Moved by Councillor Harper, “that the week of October 3rd to October 9th be proclaimed as “Fire Prevention Week” in the Town of Olds.”

Motion Carried 21-394

7. REPORTS FROM COUNCIL, BOARDS AND COMMITTEES

7A) Reports from Council, Boards and Committees

Moved by Councillor Overwater, “that the reports from Council, Authorities, Boards, Committees and Commissions ending September 23, 2021 be received for information.”

Councillor Overwater spoke on attending Council Policies & Priorities Committee meeting, Special and Regular Council meetings, met with residents, Public Art Advisory Committee meeting, Olds Policy Advisory Committee meeting, worked the Community Showcase, attended the Rotary Athletic Park of Olds – grand opening, attended the Mountain View Regional Waste Management Commission meeting, Municipal Planning Commission meeting and the Joint All Council Inter-municipal Cooperation Committee annual meeting.

Councillor Harper attended many of the same meetings as Councillor Overwater mentioned, Olds Chamber of Commerce meeting; noted that the chamber is hosting a Candidate forum - details are being finalized, Mountain View Regional Water Services Commission meeting, attended the High School Awards night as Deputy Mayor, also attended the regular and Joint All Council Inter-municipal Cooperation Committee annual meeting.

Councillor Thomson spoke on attending the Municipal Planning Commission meeting and many of the same meetings as Councillor Overwater, attended a portion of the Joint All Council Inter-municipal Cooperation Committee, attended the Rotary Athletic Park of Olds – grand opening, and the community showcase.

Councillor Ryan spoke on attending many of the same meetings already mentioned Council Policies & Priorities Committee meeting, Special and Regular Council meetings, Municipal Planning Commission meeting, and the Joint All Council Inter-municipal Cooperation Committee annual meeting, also attended the Rotary Athletic Park of Olds – grand opening, attended the Community Showcase, a Library Board meeting, Mountain View Seniors Housing Golf Tourney fund raiser.

Councillor Blatz spoke on attending regular, special and Council Policies & Priorities Committee meetings, attended the Rotary Athletic Park of Olds – grand opening, Oldstoberfest meeting, the Joint All Council Inter-municipal Cooperation Committee annual meeting, South Red Deer Regional Wastewater Commission, and the Family and Community Support Services meeting.

Mayor Muzychka attended many of the aforementioned meetings, also attended the Rotary Athletic Park of Olds – grand opening, the community showcase; hosted the AUMA Infrastructure and Committee meeting held here in Olds, participated in the Mountain View Seniors Housing Golf Tourney; and attended the Mayors of south central Alberta meeting.

Motion Carried 21-395

8. QUARTERLY FINANCIAL POSITION UPDATE

None

9. CORRESPONDENCE AND INFORMATION

9A) Correspondence and Information

CAO Merritt spoke on the items contained in the agenda package.

Moved by Councillor Overwater, "that the Correspondence and Information Report ending September 27, 2021 be received for information."

Council discussion ensued:

Moved by Councillor Overwater, "that Council direct Administration to write a letter to the federal and provincial governments on our own behalf regarding the RCMP retroactive pay."

Motion Carried 21-396

Council then voted on the motion on floor.

Motion Carried 21-397

Added Item – Closed Session

FOIP Section 21 - Disclosure harmful to intergovernmental relations

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 21 - Disclosure harmful to intergovernmental relations at 2:45 p.m.

Mayor Muzychka spoke on the process of how Council will move in and out of closed session.

Councillor Overwater noted the following persons are to remain in the closed session: CAO Merritt, Director Wagstaff, Director Linderman, Director Andrew, Acting Director LaRoche and Legislative Clerk, Marcie McKinnon to remain in attendance."

Motion Carried 21-398

Staff and public were moved to the waiting room.

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

Motion Carried 21-399

Mayor Muzychka recessed the meeting at 3:45 p.m.

Mayor Muzychka reconvened the meeting 4:00 p.m.

Staff and public were moved back into the meeting.

Rise and Report

Moved by Councillor Blatz, "that council direct the Mayor and Administration to write a strongly worded letter to the honorable Minister Jason Copping cc'ing Minister McIver, Minister Nixon, Premier Kenney, MLA Nathan Cooper, Dr. Henshaw, AUMA and RMA; stating the Town of Olds displeasure with the current Restricted Exemption Program that has been downloaded to our municipality.

Motion Carried 21-400

10. ADJOURNMENT

Moved by Councillor Overwater, "that this meeting be adjourned at 4:02 p.m."

Motion Carried 21-401

Michael Muzychka,
Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved on the day of , 2021.

PRIOR TO ADOPTION

Minutes of the Town of Olds Special Closed Council meeting held on Friday, October 1, 2021 at 1:00 p.m. in the Council Chambers, at the Municipal Office at 4512 – 46 Street in Olds, without the public body present at meeting location.

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 **820 1313 7415** and then Password **343566** to listen in to the live meeting

Participating Virtually – ELECTED OFFICIALS:

In the Chair, Mayor Michael Muzychka (from his office)
Councillor Wanda Blatz, Councillor Mary Jane Harper, Councillor Mary Anne Overwater, Councillor Heather Ryan and Councillor Mitch Thomson

Invited Guests: Brownlee Representative, Mr. Rodd Thorkelsson
BDO Representative, Mr. David Lewis

ABSENT– ELECTED OFFICIALS:

Councillor Debbie Bennett

STAFF Participating Virtually

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

1. CALL TO ORDER

Mayor Michael Muzychka called the meeting to order at 1:12 p.m.
Apologized for the late start due to technical difficulties.

A.) ADDED ITEM(s)

None

B.) ADOPTION OF THE AGENDA

Moved by Councillor Blatz, “to accept the Special Closed Council meeting agenda for the Friday, October 1, 2021, as presented.”
Motion Carried 21-402

2. CLOSED SESSION

Section three (2) 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 Harper, “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 1:15 p.m. with CAO Merritt, Director Linderman, Director Wagstaff, Rodd Thorkelsson, David Lewis, Monica Leatherdale and Marcie McKinnon to remain in attendance.”

Motion Carried 21-403

There were no public or staff participants in the meeting to be moved to the waiting room.

Moved by Councillor Ryan, "that the meeting reconvene to the regular Council meeting."
Motion Carried 21-404

Mayor Muzychka reconvened the meeting at 2:12 p.m.

There were no public or staff participants in the waiting room to be moved back to the meeting.

Rise and Report

Moved by Councillor Harper, "that council direct Brownlee Law/BDO to write a letter for CAO signature regarding support to be sent to the OFL Manager."

Motion Carried 21-405

3, ADJOURNMENT

Moved by Councillor Thomson, "that this meeting be adjourned at 12:14 p.m."

Motion Carried 21-406

Michael Muzychka,
Mayor

Michael Merritt,
Chief Administrative Officer

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



Request for Decision

13

Strategic plan

October 12, 2021

RECOMMENDATION**That the Strategic Plan be accepted as information.****STRATEGIC ALIGNMENT**

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

Service Sustainability is another focus area that asset management falls under with a goal *"to provide safe, affordable and cost-effective service delivery to our community and region."*

LEGISLATIVE AUTHORITY

As stated in the Municipal Government Act, Part 1, Section 3, the purposes of a municipality are to: (a) provide good government, (a.1) foster the well-being of the environment, (b) provide services, facilities or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality, (c) develop and maintain safe and viable communities, and (d) work collaboratively with neighbouring municipalities to plan, deliver and fund intermunicipal services.

BACKGROUND

The Town of Olds Corporate Strategic Plan, first developed in early 2018 for the 2017-2021 term, has been updated and reported to Council twice a year. This is the third update for 2021.

The latest update depicts the strategies Council determined in order to achieve goals they set. For each strategy, an outcome statement has been provided, followed by the bulleted performance measures, to see how successful Council has been in achieving an outcome, thus, realizing a stated goal.

RISK/CONSEQUENCES

n/a

FINANCIAL CONSIDERATIONS

n/a

ATTACHMENTS

1. Strategic Plan

Author:	Kelly Lloyd, Coordinator of Strategic Affairs	Date:	October 6, 2021
Acting CAO Signature:	Sheena Linderman	Date:	October 6, 2021

CREATING CONNECTIONS FOR THE FUTURE



Accountability • Integrity • Respect • Trust

Strategic Areas of Focus
2017-2021

October 2021

Good Governance: The Town of Olds respects people and the process, ensuring a healthy environment where great decisions are made.



Strategies		Outcomes and Performance Measures	
1.1	Improve customer service.	<p>Customers can access information with ease.</p> <ul style="list-style-type: none"> Front end security measures implemented 123 administrative forms have been converted to fillable pdf forms Social Media optimization in conjunction with a robust website Increased online payments to include Accounts Receivable 	✓
1.2	Internal systems improvement (meeting schedule efficiency/ effectiveness).	<p>Efficiencies to internal systems created.</p> <ul style="list-style-type: none"> Change in council's meeting schedule beginning November 2018 Annual schedule of council presentations Rates bylaw consolidation Move to regional Subdivision Development Appeal Board and a Joint Assessment Review Board Update to the pandemic Business Continuity Plan COVID-19, out of necessity, moved to electronic meetings, followed by livestreaming council meetings 	✓
1.3	Update personnel policy to reflect new labour legislation.	<p>Town of Olds is aligned with federal and provincial labour standards.</p> <ul style="list-style-type: none"> Council approved the personnel policy for employees Council adjusted honorariums to cover loss of council tax exemption (CRA) 	✓
1.4	Develop a strategic, comprehensive review of all bylaws and policies over the next four years.	<p>All bylaws and policies have been reviewed, updated and communicated to the community.</p> <ul style="list-style-type: none"> A total of 120 bylaws have been presented to council since the election of 2017. To date, Council has approved 61 new bylaws, amended 50, defeated 9, and have repealed 61 91 policies were reviewed over the last three years. A total of 61 were either repealed or removed, approval of 43 plus new policies to total 53 Creation of a Code of Conduct Bylaw Review Committee and revision of the Council Code of Conduct Bylaw 	✓
1.5	Fire review of organizational and operational model and administrative practice.	<p>Recommendations from the Fire Services Review have been analyzed and addressed, that leads to enhanced efficiency.</p> <ul style="list-style-type: none"> 26 recommendations have been addressed, leading to the development of a Fire Services Master Plan The Town of Olds Fire Bylaw was approved by Council on January 14, 2019 	✓
1.6	Maintain the Health & Safety Certificate of Recognition (COR).	<p>Reduced lost time injuries and WCB premium costs.</p> <ul style="list-style-type: none"> COR audit (internal and external) average over the last three years is 91% Partnership in Injury Reduction in WCB Claim Costs averaged over the last three years is 82.65%, as per industry standards - upward trend (we are reducing) 	✓
1.7	Support internal record keeping.	<p>The Town of Olds has a robust internal records management system.</p> <ul style="list-style-type: none"> Revamp of records management system, including implementation of new records file plan IT server and hardware refresh, with offsite back up 	✓
1.8	Support community archives.	<p>Enhanced support for the Archives function of the Museum.</p> <ul style="list-style-type: none"> An annual funding agreement with increased support, has been formalized with the MV Museum and Archives Alberta Museum Association Accreditation 	✓

Fiscal Health: The Town of Olds will ensure responsible fiscal balance between community expectations and available revenues.



Strategies		Outcomes and Performance Measures	
2.1	Develop a suite of fiscal policies that will support long term sustainability efforts (i.e. Reserve Policy).	<p>Town of Olds demonstrates a commitment to fiscal responsibility to make good use of public dollars through policy.</p> <ul style="list-style-type: none"> Council approval of fiscal policies: 6 revised/1 new (i.e. Reserve, Tangible Capital Assets, Purchasing and Asset Management) Creation of a Broadband Investment Committee 	✓
2.2	Maintain ongoing strategic plan and service level reviews and financial options to service level changes.	<p>Consolidated Rates Bylaws aligns with Service Level Review and Budget process.</p> <ul style="list-style-type: none"> Council approval of the consolidated Rates Bylaw and is a supporting document in the annual Service Level Review 21 business cases have been presented at budget deliberations over the last three years as a result of the service level review 	✓
2.3	Review budget process with service level review.	<p>The budget process is clear, concise and well understood by residents, Council and staff.</p> <ul style="list-style-type: none"> Annual Citizen Budget Engagement since 2017 with 698 respondents Inaugural Budget 2020 Report Booklet released. 2021 booklet released in February 2021 	✓
2.4	Develop a 2019 budget based on anticipated needs, service level decisions, best practices and council priorities.	<p>Financial stewardship meets residents' current and future needs.</p> <ul style="list-style-type: none"> Incorporation of citizen budget into annual service level review 2020 Budget Updates: quarterly reports with Aquatic Centre and Sportsplex budget adjustments 2021 budget deliberations through a COVID-19 lens Winter averaging on utilities 	✓
2.5	Ensure alignment with new Municipal Government Act changes.	<p>Completed revisions and updates to all areas affected by the MGA legislated changes.</p> <ul style="list-style-type: none"> 25 Olds-centric MGA amendments completed Two comprehensive council governance and orientation sessions 	✓
2.6	Engage in cooperative efforts with Mountain View County and the Inter-Municipal Collaborative (ICF) Framework.	<p>Through the Intermunicipal Collaborative Committee (ICC), Mountain View County and the Town of Olds have approved the Intermunicipal Development Plan (IDP) Bylaw and ICF framework.</p> <ul style="list-style-type: none"> Capital funding partnership contribution from Mountain View County for the Rotary Athletic Park The ICC Master Agreement was sent to the Province as the ICF for Olds and Mountain View County The IDP was approved by both Mountain View County and Town of Olds Council on November 25, 2020 	✓
2.7	Develop standardized template for municipally related items (i.e. Request for Proposals).	<p>Standardized templates for various subject matter have been developed.</p> <ul style="list-style-type: none"> 123 administrative forms have been converted to a fillable pdf form 2020 Brand Standards Handbook 	✓

Service Sustainability: The Town of Olds provides safe, affordable and cost-effective service delivery to our community and region.



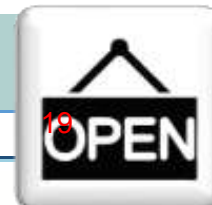
Strategies		Outcomes and Performance Measures	
3-1	Establish benchmark for service level indicators for residents.	<p>Developed (captured) benchmarks for growth and trigger points assist in having a stepped approach to manage service level demands.</p> <ul style="list-style-type: none"> Collection of performance measures - Phase 1 Municipal Energy Manager through MCCAC grant allocation Captured data from citizen budget survey 	✓
3-2	Continue to develop an Asset Management plan for 2020 that ensures investment in our infrastructure is based on life cycle costing.	<p>Asset Management Plans guide service level and capital priorities, demonstrating excellence in our business practices.</p> <ul style="list-style-type: none"> Council approved an asset management strategy (updated in 2021) and policy Completed sidewalk replacement report Council annually approves a long term capital plan 90% captured asset inventory - require attributes Engineering Coop Student in 2021 (six months) to capture asset attributes through Municipal Asset Management Program grant share program 1 asset management plan has been drafted out of 8 major classes. This is a work in progress Manhole issues rectified Lifecycle costing applied Partnership with Oldman River on the GIS Enhancement Initiative Asset inventory and replacement costs provided 	✓
3-3	Identify and address inefficiencies in water and wastewater systems by ongoing condition assessment.	<p>Data on water loss and infiltration.</p> <ul style="list-style-type: none"> Water loss in the last three years averages out to 22.74%/year. Downward trend from 38.71% in 2009 	✓
3-4	Develop a plan for the replacement of the Town of Olds operational centre.	<p>Modern and efficient Town of Olds Operations Centre (official facility name).</p> <ul style="list-style-type: none"> The new centre is completed Level 1 assessment on the current operations facility with Level 2 to follow 	✓
3-5	Update the Open Space and Trails Master Plan and update the Olds component of the Mountain View Regional Parks, Recreation and Culture Master Plan.	<p>A comprehensive update to the Olds component of the Mountain View Regional Parks, Recreation and Culture Master Plan that guides future planning.</p> <ul style="list-style-type: none"> Alberta Community Partnership grant approved to begin the regional master plan process The Mountain View Regional Parks, Recreation and Culture Master Plan draft has been released to the public Further engagement in progress 	✓
3-6	Explore opportunities with the Town of Bowden, Red Deer County, and include consultation with other municipalities in Mountain View County.	<p>Improved relations with regional municipalities that further explore opportunities.</p> <ul style="list-style-type: none"> Council has met with Bowden Council, and Mountain View County Council COVID has reduced in person opportunities for relationship building with virtual AUMA and RMA conventions Relationship building with Emergency Mutual Aid Partners Participation in newly created Mayors of Southern Central Alberta Group 	✓

Service Sustainability:continued



Strategies		Outcomes and Performance Measures	
3-7	Curbside program review: monitor the innovative waste management system in Olds.	<p>Curbside waste management is reviewed and is monitored.</p> <ul style="list-style-type: none"> Uniform pick up service on a three week rotation Two presentations from Waste Connections Three day pilot curbside recycling pilot on hazardous waste, extended another day in July 2020 Olds Rolls! A solid waste diversion campaign 	✓
3-8	Analyze service levels and establish short, medium and long term plans for staffing, resource requirements and sustainable growth with forecasted increased demands.	<p>A completed organizational review.</p> <ul style="list-style-type: none"> Year 1 (2018): Senior executive title changes from chief officers to directors. Approval for Council/CAO Assistant. Tightening up of some functions Year 2 (2019): Leadership Team reconstituted - is now Executive Team. Social Media and Website Coordinator, Senior CPO, Community Resource Officer, Fire Prevention Officer, Contract Building Inspector to FTE Year 3 (2020): Municipal Energy Manager, Deputy Fire Chief, Operator dedicated to Rotary Athletic Park and Custodian services move to contract Year 4 (2021): Renewal of contract with Parkland Community Planning Services. A focused review of what's left, that will be completed in 2021. Creation of Protective Services Department, increased support to Emergency Management, Economic Development Coordinator 	
3-9	Analyze service models to establish where operational revenues could be enhanced to offset cost of service.	<p>Determine possible cost saving or revenue generating opportunities.</p> <ul style="list-style-type: none"> Annual rate review Fire inspections: reduced loss through reduction education Virtual town hall Permitting - more comprehensive online process Municipal Enforcement education system COVID-19 impact on the Sportsplex and Aquatic Centre 	✓
3-10	Enhance the quality of life in the community by supporting programs through direct and indirect means.	<p>Available resources provide support to the community through direct and indirect programming.</p> <ul style="list-style-type: none"> Extension of Sportsplex to a year round facility From 2018-2021, 25 direct programs were offered through Community Services From 2018-2021, 18 indirect programs were supported through Council Sponsorship (\$20,135), promotions (\$12,788) and Destination Olds Collective Fund (\$258,457) From 2018-2021, Nu2U assisted 26 agencies in the amount of \$100,262 and FCSS supported 18 agencies in the amount of \$431,872 Business Reopening Program (2020 and 2021) \$88,900 for 169 store fronts and 44 home occupations Utility payments and tax deferrals (28) Resident waived Business Licenses renewal fees (\$71,125) and Development Permits (\$23,276) 	✓
3-11	Reduce insurance claims or damage to town property.	<p>Insurance claims and damage to town property has decreased.</p> <ul style="list-style-type: none"> 20 claims over the last three years that is trending down 	✓

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



Strategies		Outcomes and Performance Measures	
4-1	Review mandate with Olds Institute to ensure alignment with the Town of Olds.	Renewed relationship with the Olds Institute for Community & Regional Development. <ul style="list-style-type: none"> Establishment of the Economic Development Secretariat Establishment of governing policies and terms of reference for Economic Development and Tourism 	✓
4-2	Embark on an Economic Development Plan that includes a business retention and attraction strategy.	Completed Economic Development Plan. <ul style="list-style-type: none"> Developed an Economic Development Strategy Creation of Business Retention, Investment and Expansion (BRIE) Committee to develop a BRE strategy 	✓
4-3	Approve Municipal Development Plan (MDP) in 2018.	An approved Municipal Development Plan relevant to current and future planning needs. <ul style="list-style-type: none"> The MDP received approval on January 25, 2021 	✓
4-4	Investigate an industrial land development plan.	Decision on developing an industrial land development plan. <ul style="list-style-type: none"> Work with Fortis for utility expansion in SE Industrial Area STIP grant received for secondary access into SE Industrial Area (2021) NE expansion of industrial land through annexation 	✓
4-5	Analysis of growth pressure and related infrastructure requirements.	Growth pressures and related infrastructure requirements are determined. <ul style="list-style-type: none"> Information from the 2020 Municipal Development Plan became the hallmark of the Intermunicipal Development Plan that informed the annexation request 	✓
4-6	ICC-ICF decision point: grow or annex.	A Council decision regarding annexation. <ul style="list-style-type: none"> Council has decided to annex three quarters (480 acres) in the north east area of Olds. Correspondence has been received from the Municipal Government Board. A decision is expected in 2021 The Annexation Negotiation Report was approved by both the Town of Olds and Mountain View County Annexation Report expected to cabinet fall of 2021 	✓
4-7	Establish Memorandum of Agreement with the Olds Regional Exhibition.	Signed Memorandum of Agreement with the Olds Regional Exhibition that supports collaboration. <ul style="list-style-type: none"> Council has met with the Olds Regional Exhibition Board 	✓
4-8	Explore alternate transportation systems.	Alternative transportation systems have been explored. <ul style="list-style-type: none"> Section 17 in the Municipal Development Plan speaks to future transportation 	✓
4-9	Evaluate population and economic growth potential and identify the effect it will have on core emergency services.	Core emergency community risk profile identifying the areas of liability and management plans is completed. <ul style="list-style-type: none"> Risk profile provided for in the Fire Master Plan The Town of Olds Fire Bylaw was approved by Council on January 14, 2019 Council approved the Municipal Emergency Management Bylaw on September 9, 2019 	✓
4-10	South East Industrial Area Structure Plan (ASP) Amendment.	Approved SE Industrial Area Structure Plan Amendment. <ul style="list-style-type: none"> Council approved the SE Industrial ASP in June 2018 	✓
4-11	Foster relationships with partners that provide culture and social development programs and services in the community.	Enhanced partnerships amongst community groups supporting social and cultural programs. <ul style="list-style-type: none"> Creation of a Public Art Advisory Committee and Public Art Policy Nu2U expansion National Indigenous People's Day/Moccasin House/Art Commons/Olds Rocks! Through Essential Social Services during COVID-19, brought community together (Great Neighbours Program) Increased FCSS budget allocation for counseling services 2021 Eight outdoor ice surfaces added for the winter 2020/2021 season 	✓

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



Strategies		Outcomes and Performance Measures	
5-1	To revisit the Municipal Enforcement Policy, business plan and practices to ensure bylaws are being enforced effectively.	<p>Review completed of Municipal Enforcement and resources approved.</p> <ul style="list-style-type: none"> Hired a Senior Community Peace Officer to focus on enforcement through 2019 budget Reduction of municipal enforcement related policies to align with provincial legislation Enhanced municipal enforcement statistics Legislated Communication System implementation 	✓
5-2	Address the 26 recommendations of the Fire Services Review.	<p>Recommendations from the Fire Services Review have been analyzed and addressed.</p> <ul style="list-style-type: none"> 26 recommendations have been addressed, leading to the development of a Fire Services Master Plan 	✓
5-3	Develop a revised Emergency Management Plan.	<p>Approval of a newly revised Emergency Management Plan (July 2021).</p> <ul style="list-style-type: none"> Council approved the Municipal Emergency Management Bylaw on September 9, 2019 Implementation of the new plan took effect March 2020, with the arrival of COVID-19. The activation of the Incident Command Post counts towards provincial emergency planning requirements Worked with Mountain View Regional Emergency Management Agency (MVREMA) to update the regional plan 	✓
5-4	Develop a fire inspection services plan that is cost effective and achievable.	<p>A completed fire services inspection plan.</p> <ul style="list-style-type: none"> From 2019 - 2021, there were 1983 inspections completed 	✓
5-5	Review the Olds Fire Bylaw.	<p>Enhanced fire service through the establishment of strong legislative structure.</p> <ul style="list-style-type: none"> The Town of Olds Fire Bylaw was approved by Council on January 14, 2019 	✓
5-6	Review and update Quality Management Program (QMP) capturing service level expectations in a modern, progressive community.	<p>Enhanced community awareness and decreased risk through prevention, education and code enforcement.</p> <ul style="list-style-type: none"> As a result of the 2018 review and through approval of the 2019 budget, a Fire Prevention Officer was hired 	✓
5-7	Conduct an Insurance Advisory review for the community regarding fire.	<p>A completed community profile update upon conclusion of the Fire Underwriters survey.</p> <ul style="list-style-type: none"> The Town of Olds Fire protection gradient was assessed and is in good position for a community this size This update may lead to decreased fire insurance premiums or maintaining current levels 	✓
5-8	Assess options for addressing traffic enforcement speed control.	<p>Enhanced focus and coverage on traffic control.</p> <ul style="list-style-type: none"> Additional Municipal Enforcement coverage on weekends and evenings and change in patrols Speed signboard Paid for lights and crosswalks 	✓
5-9	Increase proactive bylaw enforcement with community outreach and educational campaigns.	<p>Community outreach and educational campaigns augment municipal enforcement.</p> <ul style="list-style-type: none"> Bike Patrols Citizen on Patrol Society support to reinstate as a Society / Reconstituted Police Advisory Committee Provincial mandate for e-ticketing (2021) Positive Ticket Program delivered (2020 - 65 and 2021 (to date) - 229) 	✓
5-10	Assess needs for additional RCMP positions.	<p>Consideration of additional RCMP members in the budget process through business cases</p> <ul style="list-style-type: none"> New Community Resource Officer approved in 2019 budget Budget allocation for retroactive pay in 2020 and 2021 for a total of \$200,000 in a reserve Approval in 2021 budget for one new RCMP Officer position 	✓

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



Strategies		Outcomes and Performance Measures	
6.1	Develop internal communications strategy (who needs to know what).	<p>A completed internal communications strategy.</p> <ul style="list-style-type: none"> Continuation of All Staff meetings, Health & Safety Committee monthly meetings, and monthly department meetings Internal newsletter Weekly CAO messaging to staff during Incident Command Post activation 	✓
6.2	Monitor and review engagement plan that informs, educates, and allows for input from our residents on key municipal services and activities (budget, sports fields, development plans).	<p>Residents of Olds participate in meaningful public outreach opportunities and contribute to council's decision making process.</p> <ul style="list-style-type: none"> 24 public engagements (2018-2021) Council's annual participation in Community Showcase (since inception in 2011) Annual Citizen Budget Survey Murals and Urban Chickens addition to the Land Use Bylaw Urban Chickens addition into the Community Standards Bylaw Waste Management Survey: Three bin collection service 	✓
6.3	Continue to develop key messages and internal briefing notes.	<p>The Town of Olds advocates on behalf of its residents and businesses.</p> <ul style="list-style-type: none"> 12 Key Messages delivered 30 Briefing Notes on key provincial issues prepared and used in discussion with the province. (i.e. community revitalization, assessment of cannabis, transportation, energy and more) One resolution proposed at the Alberta Municipal Urban Association Development of and updates to Provincial Cabinet Portfolios Advocacy regarding small business reopening under COVID restrictions and the province's Coal Policy 	✓
6.4	Include level of service and the associated cost information when appropriate in communication and engagement outputs.	<p>Defined costs and associated service level communicated simply to residents and staff.</p> <ul style="list-style-type: none"> Social Media optimization in conjunction with a robust website Inaugural Budget 2020 Report Booklet released, followed by the release of the 2021 Budget Booklet Annual Citizen Budget Survey 	✓
6.5	Coordinate, communicate and engage with our residents and key partners.	<p>Engaged public with access to community information on a variety of channels.</p> <ul style="list-style-type: none"> Did You Know campaign on various municipal topics New website launched April 1, 2019 Facebook followers: 4201 TV's in Sportsplex News Releases from 2017-2021: 116 Hiring of a Social Media and Website Coordinator - Twitter followers: 2605 - Instagram followers: 1187 - Electronic Sign Board - Wayfinding Signs installed: 18 - YouTube subscribers: 62 - O-NET Community Channel - Newspaper and Radio 	✓
6.6	Support FCSS initiatives to enhance well-being of community.	<p>Provision of appropriate leadership supports to organizations that utilize volunteers.</p> <ul style="list-style-type: none"> Support provided during 2018-2021, totaling \$431,872 for FCSS allocations Lease agreement with the Mountain View Emergency Shelter Society 	✓
6.7	Creating neighbourly connections.	<p>Inspired residents who connect with one another.</p> <ul style="list-style-type: none"> Great Neighbours Program held 27 events with over 600 attendees from 2019 to 2021 Community Volunteer Bank development Joined the Canadian Coalition of Inclusive Municipalities as a commitment to fostering a Welcoming and Inclusive Community 	✓
6.8	Stewardship of the Heritage Management Plan.	<p>Continued stewardship of the Cultural and Historic Resources of the Town of Olds.</p> <ul style="list-style-type: none"> Increased monetary support, annually approved, to the MIV Museum and Archives Town of Olds Regular Council Meeting Tuesday, October 12, 2021 	✓

Olds is committed to a sustainable service delivery model that evaluates the community's needs, how those services are delivered (in a socially, economically and environmentally responsible manner), and does not compromise the ability of future generations to meet their own needs.

Communities build and maintain infrastructure to provide services that, in turn, support our quality of life, protect our health and safety, and promote social, economic and environmental well-being.



Strategic Areas of Focus

Town of Olds

4512 - 46 Street
Olds, Alberta T4H 1R5
403.556.6981 phone
403.556.6537 fax
www.olds.ca





Request for Decision

Reports from Council, Authorities, Boards Committees and Commissions

October 12, 2021

RECOMMENDATION

That the reports from Council, Authorities, Boards, Committees and Commissions ending October 12, 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: October 6, 2021
Acting CAO Signature:	Sheena Linderman	Date: October 6, 2021



PRIOR TO ADOPTION

Minutes of the Public Art Advisory Committee (PAAC) meeting held Wednesday, September 22, 2021, at 7:00 pm, conducted electronically via ZOOM

As of March 27, 2020 the *Meeting Procedures (COVID-19 Suppression) Regulation* was enacted to assist local municipal governments meet *Municipal Government Act* legislative requirements for holding Council Committee meetings. The PUBLIC had the opportunity to watch the LIVE STREAM of the Council Committee meeting.

ATTENDANCE:

Lori-Jo Graham, Nan McKernan, Judy Douglas (left meeting at 8:38 pm), Michael Brown, Councillor Mary Anne Overwater, Councillor Mary Jane Harper, Michelle LaRoche (Director of Community Services), Michelle Jorgensen (Heritage Advisor), Kevin Johnson (Artist) joined the meeting at 7:35 pm and left after his presentation

Chair: Lori-Jo Graham Meeting Recorder: Michelle Jorgensen

1. CALL TO ORDER

- a) Check-in - Chair Graham called the meeting to order at 7:08 pm.
 - Roundtable checkin.

2. ADOPTION OF THE AGENDA

- a) Adoption of the Agenda – Motion to adopt the Agenda by Councillor Harper.
Motion Carried PAAC21-19

3. ADOPTION OF PREVIOUS MINUTES

- a) Minutes from the Meeting held June 22, 2021 - Motion to adopt the Minutes from June 22, 2021, by J. Douglas. Motion Carried PAAC21-20
 Notes from the Meeting held September 1, 2021, accepted for information.
 M. Jorgensen reported on action items around budget and confirmed that there is no budget in 2021 for PAAC or Public Art projects and shared a sample created of spray paint on vinyl and other canvas. Discussion held around pilot project for graffiti/street art wall including materials and process. Roundtable discussion included:
 - What is the role of PAAC, is this project/idea in scope? Who is going to do the work? Is PAAC only responsible for approving projects that are brought forward?
 - Need to get awareness about PAAC out to community.
 - PAAC's role is to make "recommendations to Council", not "approve" projects.
 - Idea came from ORE, has evolved into possible collaboration between ORE and Town(?)
 - Redirect it back to ORE to go through the process map (and possibly collaborate with other community members) for PAAC to review a formal proposal
 - This project needs a lead, it isn't PAAC
 - Olds High School may be able to support a pilot project (M. Jorgensen spoke with R. Mathew prior to meeting)

4. PRESENTATIONS

- a) Graffiti Wall – Kevin Johnson, Artist, attended to share further information about street art/graffiti wall projects generally
- He could be an advisor on a project at hand, but he has limited capacity to spearhead/lead
 - Keep it simple, affix some material to the fence for a surface to paint on, need to probably deal with liability/caretaking issues
 - Does the community support/need this?
 - Probably looking at about a \$1500 project to affix surface to the fence, create parameters and let people know
 - Could reach out to other graffiti artists to encourage them to make a painting, it becomes a “living wall” and is ever-changing
 - Meant to be an outlet, not meant to be permanent
 - Consider spill-kit, eye wash station, garbage removal
 - Legalities can always pose a problem, ensure visible location, monitored, public/community policing/self-policing
 - Put up a ‘wall’ paint it grey, people will find (bring) something to make marks with (don’t need to supply paint)
 - What individuals do can inspire others, it can be intimidating to paint in the public realm
- Committee members weighed in:
- Have discussed mini ‘Art Battle’ idea with ORE as a way to get the idea out to people
 - This should go back to ORE for them to create a proposal to submit following the Mural Process Map
 - Publicize what PAAC is and does and encourage Public Art applications
 - Need to describe what the process is now, there was a lot of publicity about the mural process in Uptowne prior to PAAC
 - Explained that it was needed to determine some guidelines and a process in our community, intentional and positive manner
 - For a pilot project, material doesn’t matter, any structure that can be utilized will work, have an event to inspire the process, which is not necessarily something already found in Olds
 - Facilitate expression, should be a fun thing, celebrate people’s ability to create, accessibility, legacy of art in Olds
- Motion to approach ORE with positivity, provide them with the Mural Process Map, and let them know that PAAC is available to help them bring this project to fruition, but ORE is the lead, moved by N. McKernan. Motion Carried PAAC21-21
- Further discussion around developing the idea and then finding funds
 - ORE should submit a refined proposal, including materials, etc. to PAAC for consideration.

5. BUSINESS ARISING OUT OF MINUTES

- a) Process map of mural application process – M. Jorgensen presented revised process map
- Question raised regarding the Development Fee for murals, M. Jorgensen will find out and bring information back to PAAC
 - PAAC should be clear on what/why for development fees in the event they are ever questioned by community members
 - It was suggested that dotted lines should lead from every box on the right to “yes”
 - Discussed process, PAAC first, then to Development Officer then clock starts on deadline for approval of applications
 - This is very specific to murals, could stretch this to fit other purposes (public art projects generally?)

- This is a living document, could revise if need be going forward
 - Should revise to say “Mural/Public Art” Application?
 - Get PAAC Bylaw out to group again
 - Public Art projects – same procedure as mural application, still goes through Development Permit
 - Public Art Guidebook being developed to address these questions
- Motion to approve the Mural Process Map for the Mural Bylaw with revisions discussed. Motion Carried PAAC21-22
- Revisit the process map for public art projects generally, not just murals, going forward for discussion at future meeting.

27

6. NEW BUSINESS

- a) Cross Walk Idea – Councillor Overwater shared background around various groups bringing forward ideas for sidewalks/crosswalks in town (i.e. Poppy Walk, orange with feathers, etc.)
 - Discussion included community group would need to bring the idea forward to PAAC with a proposal, pursuant to Mural Process Map
 - Idea accepted for information.

7. ACTION ITEMS

- a) Publicize what PAAC is and does and encourage Public Art applications
- b) M. Jorgensen will approach ORE on behalf of PAAC and provide them with the Mural Process Map and let them know that PAAC is available to help them bring this project to fruition, but ORE is the lead. ORE should submit a refined proposal, including materials, etc. to PAAC for consideration.
- c) Question raised regarding the Development Fee for murals, M. Jorgensen will find out and bring information back to PAAC
- d) M. Jorgensen will make revisions to Mural Process Map and submit to Development Officer
- e) M. Jorgensen to get PAAC Bylaw out to group again
- f) Revisit the process map for public art projects generally, not just murals, going forward for discussion at future meeting.

8. ADJOURNMENT

- a) October 25, 2021 is the new Council organizational day. Next Meeting of PAAC will be Wednesday, November 10, 2021, at 7:00 pm either via zoom or in person in Council Chambers - TBD.
- b) Check Out – Roundtable checkout. Councillor Harper has been on Council for 14 years and is not running again. She thanked the PAAC for this experience which she has enjoyed. Chair Graham thanked Councillor Harper and wished Councillor Overwater well on the upcoming election.

Adjournment – Chair Graham moved to adjourn the meeting at 8:59 pm. Motion Carried PAAC21-23

Lori-Jo Graham, Chair

Michelle Jorgensen, Recording Clerk

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



Request for Decision

Correspondence and Information

October 12, 2021

RECOMMENDATION

That the Correspondence and Information Report ending October 12, 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	Chloe Lutz	Thank you note
B	Simon Mai	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: October 6, 2021
Acting CAO Signature:	Sheena Linderman	Date: October 6, 2021

Dear Town of Olds

Thank you for sponsoring the
Grade 10 Gold Quad Highest
Academic Standing Award. I am
honoured to have recieved this
award. I really appreciate your
support of our school.

Yours truly,

Chloe Lutz

Dear Town of Olds,

I am writing this card as a means to express my gratitude that you would choose to recognize my academic efforts and achievements. It is an honour to represent the highest academic achievement of Olds High School and I sincerely appreciate the value and investment my town places on the education of future generations. Please accept my honest thanks for the award and my promise to put my education to the best use.

with appreciation,
Simon Mai