



**Council Policies and Priorities Committee
Regular and Closed Meeting Agenda
For Tuesday, September 7, 2021 at 1:00 p.m.
To be held in Council Chamber from the
Town Office at 4512 – 46 Street Olds, AB**

This Council Policies and Priorities Committee Meeting will be conducted in Council Chambers at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location.

Chair is Deputy Mayor – Councillor Mary Jane Harper

1. Call To Order

1A) Added Items

1B) Adoption of the Agenda

2. Adoption of Previous Minutes

Pages 3-8 2A) Policies and Priorities Committee Previous Meeting Minutes

3. Reports / Statistics

Pages 9-10	3A)	Mrs. Pam Davidson – Senate Tour
Pages 11-27	3B)	Olds RCMP Detachment Quarterly Report
Pages 28-31	3C)	Olds Fire Department Quarterly Report
Pages 32-48	3D)	Olds Municipal Enforcement Quarterly Report
Page 49	3E)	Operations / Capital Project – Monthly Verbal Update
Pages 50-59	3F)	Economic Development Secretariat Quarterly Report
Pages 60-73	3G)	Economic Development Officer – Report

CLOSED SESSION

Item #1

3H) Economic Information - Central Alberta Economic Partnership

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

Upon completion of closed session item 3H), meeting will reconvene in public forum.

4. Presentations and Delegations

Pages 74-86	4A)	Age Friendly Action Plan
Pages 87-106	4B)	Municipal Energy Manager
Pages 107-137	4C)	Olds Historical Society Annual Report
Pages 138-139	4D)	September 30 Federal Holiday – Truth and Reconciliation

5. Business Arising from the Minutes / Unfinished Business

6. Bylaws

7. New Business

Pages 140-142	7A)	Council Policy 125C Elected Official Budget Plan
Pages 143-146	7B)	Council Policy 126C Elected Official Professional Development

CLOSED SESSION

Item #2

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

Item #3

FOIP Section 27 – Privileged Information

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

8. 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.

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



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 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 July 5, 2021 Committee of Council Policies and Priorities meeting are being presented for Council's approval.

ATTACHMENTS

Council Policies and Priorities Committee Meeting Minutes of July 5, 2021.

PRIOR TO ADOPTION

Minutes of the Town of Olds Council Policies and Priorities Committee meeting conducted in person was held on Monday, July 5, 2021 at 1:00 p.m. in the Council Chambers, at the Town of Olds Municipal Office, 4512 – 46 Street, Olds, Alberta. This meeting was Live Streamed on the Town of Olds YouTube Channel.

ELECTED OFFICIALS:

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

ABSENT– ELECTED OFFICIALS:

ADMINISTRATIVE STAFF:

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; and Marcie McKinnon, Legislative Clerk

1. Call To Order

Chair Deputy Mayor Heather Ryan called the meeting to order at 1:00 p.m.

1A) Added Items

None

1B) Adoption of the Agenda

Moved by Mayor Muzychka, “to accept the Policies and Priorities Committee agenda for the July 5, 1:00 p.m. meeting, as presented.”

Motion Carried PP21-74

2. Adoption of Previous Minutes

2A) Policies and Priorities Committee Previous Meeting Minutes

Moved by Councillor Bennett, “to accept the previous June 7, 2021, Council Policies and Priorities Committee Minutes, as presented.”

Motion Carried PP21-75

3. Reports / Statistics

3A) Operations / Capital Project – Monthly Verbal Update

Acting Operations Director, Doug Wagstaff provided verbal update to Council on Operations and Capital Projects as follows:

Highway 27 & 70:

- RFP is complete and contractor is selected.
- Alberta Transportation approvals are complete.
- Contract signatures are in progress.
- Start date expected middle of July.
- On track and on budget.

68 Street / Roundabout:

- Alberta Environment Approvals have been received.
- Contractor is ordering materials.

- Fortis has moved power lines and poles.
- Traffic accommodation signage has been set up on Highway 2A.
- Main contractor to start middle of July.
- On track and on budget.

Ops Centre:

- Westside entrance and parking area cover will use a blend of dried stock pile of asphalt millings we have mixed with millings off 70 Ave & Highway 27 project.
- Still finishing off a number of smaller items but daily operations are occurring from the new Operations Centre 3501 - 70 Ave.
- Public needing to contact Operations are encouraged to do so via email if in person inquiries are required the public is requested to call ahead to arrange a time for an appointment.
- Clearing and cleanup of former sites continues in preparation of vacating the buildings.
- Project is on budget.

North Reservoir Re-lining:

- High pressure washing to remove loose debris and expose any other potential issues was completed.
- There were additional work required that was identified on the ceiling of the reservoir, but this is covered under the existing project budget.
- Project is progressing very well.
- On schedule and on budget.

Wayfinding:

- Locations are staked out, and locates are being completed.
- Contractor is expected to start in the next week or two.
- Contractor is scheduled to begin on site work the week of July 5.

Sewer re-lining project:

- Pre-cleaning and preliminary work was completed successfully.
- Lining is occurring July 6 through 10.
- On schedule and on budget.

AC install in Evergreen Centre and Sump Pump replacement in Sportsplex

- The Sump Pumps are scheduled for week of July 5.
- The A/C at the Evergreen is scheduled week of July 19.

Skatepark surface repairs

- Arrangements being finalized with contractor for timing/availability for work to be completed in the fall.
- Repair, seal, and paint. Closure for repairs 3-5 days

Moved by Councillor Harper, "to accept the Operations / Capital Project verbal report for information."

Council discussion ensued. Director Wagstaff responded to Council queries.

Motion Carried PP21-76

4. Presentations and Delegations

4A) Economic Development Secretariat

Mr. Larry Wright, Strategy & Technology Officer for the Town of Olds, provide an update to Council on the Economic Development Secretariat through a PowerPoint presentation as contained in the agenda package.

Moved by Councillor Blatz, "to accept the Economic Development Secretariat Update for information."

Council discussion ensued. Mr. Wright fielded Council queries.

Motion Carried PP21-77

5. Business Arising from the Minutes / Unfinished Business

None

6. Bylaws

6A) Bylaw 2021-09 Community Standards Bylaw 2018-05 Amendment

Director Andrew and CPO Eric Christensen spoke to the proposed amendments being presented to Council on the existing Community Standards Bylaw 2018-05.

Council discussion ensued on:

1. E-scooters – Council requested that Administration research what designation of all Town sidewalks to Trails would look like and provide that information to Council. Council consensus to accept the amendment to add 5.22 and 5.23 as presented.
2. Graffiti – Council consensus to amend clause 3.5 by adding/clarifying on "WHO" is to remove the graffiti.
3. Ice Rinks – Council consensus to accept clause 3.22, clause 4.24, 4.27 and 4.28 as presented; to remove clause 4.26 completely; and amend clause 4.25 by inserting a period after the word 'lines' and deleting "and boards no taller than 1.0 m." from the sentence.

Council requested that Administration bring Town run outdoor ice rinks at two sites in the community to the budget and service level review discussions. CAO Merritt indicated that Director of Finance, Mrs. Linderman would prepare a business case for Councils' consideration at those discussions.

Moved by Councillor Thomson, "that Council accept the bylaw 2021-09 Community Standards Bylaw 2018-05 amendment for information and direct administration to bring back to a future Council meeting with further information regarding the use of e-scooters on sidewalks; removing point 4.26 and amending 4.25 as discussed."

Motion Carried PP21-78

7. New Business

7A) Council Strategic Plan

Administration presented the quarterly council update on Council's Strategic Plan for the 2017-2021 term.

Moved by Mayor Muzychka, "that Council accept the Council Strategic Plan, for information."

Motion Carried PP21-79

7B) Council Policy 108C Civic Recognition

Administration presented the recently reviewed Council Policy on civic recognition as contained in the agenda package.

Moved by Councillor Blatz, "that Council accept the Council Policy 108C Civic Recognition for

information and direct administration to bring back to a future Council meeting.”

Motion Carried PP21-80

7C) Council Policy 205C Rules for Flying Flags

Administration presented the recently reviewed Council Policy on flying flags as contained in the agenda package.

Council asked about research done by Administration on First Nations flag protocols. Administration indicated that research has been done and is being included in the Welcoming and Inclusive communities' protocol that is being developed for Council's recent approval to join WIC, these protocols will be brought forward to the next electoral term.

Moved by Councillor Thomson, “that Council accept for information the Council Policy 205C and direct Administration to bring this policy back to a future Council meeting.”

Motion Carried PP21-81

Director Andrew left the meeting at 3:02 p.m.

Director Andrew rejoined the meeting at 3:03 p.m.

Moved by Councillor Thomson, “that Council direct Administration to bring back flag protocol for First Nation, Metis and Inuit flag raising.”

Motion Carried PP21-82

7D) Council Policy 901C Recreational Facilities and Sports Fields Use

Administration presented the recently reviewed Council Policy on recreational facilities and sports field use as contained in the agenda package.

Moved by Councillor Overwater, “that Council accept the Council Policy 901C Recreational Facilities and Sports Fields Use for information.”

Motion Carried PP21-83

7E) Council Policy 902C Green Space Areas

Administration presented the recently reviewed Council Policy on green space areas as contained in the agenda package.

Moved by Councillor Blatz, “that Council accept the proposed amendments to the Council Policy 902C Green Space Areas for information and direct administration to bring back to a future Council meeting.”

Motion Carried PP21-84

8. Adjournment

Moved by Mayor Muzychka, “that this meeting be adjourned.”

Motion Carried PP21-85

The meeting adjourned at 3:28 p.m.

Heather Ryan

Michael Merritt,

Deputy Mayor

Chief Administrative Officer

These minutes were approved on ____ day of September, 2021.

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

Prior to Adoption



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021
Author: Marcie McKinnon, Legislative Clerk
Department: OCAO
SUBJECT: Senate Election Candidate

COUNCIL DIRECTION

Thank Mrs. Davidson for attending and to accept her presentation as information.

BACKGROUND

Alberta Senate candidate Pam Davidson is beginning her Alberta tour and would like to meet with you and your council to address the issues facing our community.

ATTACHMENTS

Pam Davidson Municipality Tour – Information sheet

Pam Davidson

CANDIDATE FOR SENATE

Good afternoon,

My name is Pam Davidson, and I am running for Senate here in Alberta. I believe that to properly represent Albertan's, I need to visit municipalities across the province so I can learn about the unique needs of each community.

I am reaching out to you today because I am beginning my province wide tour and I want to meet with you. I am eager to learn about your community and the unique challenges it faces. I want to learn how I could best represent you as your senator.

Alberta needs strong advocates in government, and I believe I am the best candidate for the job.

To set up a meeting, please contact my campaign advisor Alexandra Carlile. Ph: 587-437-1339. Email: a.carlile@albertacounsel.com.

I look forward to meeting with you and discussing what can be done to help your municipality

Thank you,

Pam Davidson

About Me:



Pam Davidson is a long-time political activist, organizer, and volunteer. Residing in Red Deer County, the married mother of four owns and operates her own farm, raising livestock and producing various crops. Davidson is running to defend Alberta, protect small businesses, promote responsible natural resource development, uphold individual liberties, and stop anti-Alberta government overreach.



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021
Author: S/Sgt. Warren Wright
Department: RCMP Detachment
SUBJECT: Olds RCMP 2021 – 1st Quarter Report

COUNCIL DIRECTION

Accept for information

BACKGROUND

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

ATTACHMENTS

Community letter
Community Policing Report
Municipal Crime Stats
BWC Info Package



July 28, 2021

S/Sgt. Warren Wright
Detachment Commander
Olds RCMP Detachment

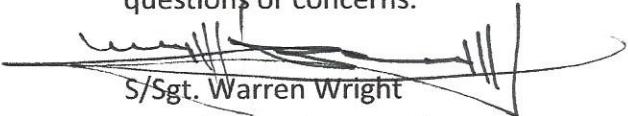
Dear Mayor Muzychka,

Please find attached the quarterly Community Policing Report that covers the April 1st to June 30th, 2021 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Olds Detachment.

The Alberta RCMP remains committed to enhancing trust with the communities it serves. Body Worn Cameras are one way to enhance trust by increasing transparency of police interactions with citizens. We want to ensure all Albertans have the confidence that the justice system is there to protect them. As such, included in this Community Policing Report package is an information package on Body Worn Cameras, which will slowly be phased into operations over the latter stages of the year. In terms of costing, the Federal Government recognizes that this was not in the multi-year financial plans for Contract Partners, and thus has agreed to fund the first 3 years of the roll-out. This will further provide some time for Contract Partners to factor this into their future planning processes (i.e. MYFP). As we are still assessing the rollout, we are unable to provide community-specific cost estimates. Once costing is known, we will provide financial forecasting to our communities with Municipal Policing Service Agreements.

Our first priority is always the safety and security of Albertans, and this reporting along with your valued feedback will allow us to assess and enhance our policing service to ensure we are meeting your needs on an ongoing basis. Accountability, efficacy, and transparency are the cornerstones of our service delivery as we continue to address the priorities that are important to your community.

As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns.



S/Sgt. Warren Wright
Detachment Commander
Olds RCMP Detachment



RCMP Municipal Policing Report

Detachment	Olds Municipal
Detachment Commander	
Quarter	Q1 2021
Date of Report	

Community Consultations

Date	Attendee(s)	Notes
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Community Priorities

Priority 1	<p>Crime Reduction - (Majority Property Crimes) Habitual Offender Management - Curfew and Condition Checks</p>
Current Status & Results	<p>There were 6 subjects under charge with enforceable judicial conditions which required curfew and compliance checks. There were a total of 14 checks completed over the past reporting period.</p>
Priority 2	<p>Road Safety (Impaired Driving)</p>
Current Status & Results	<p>It is unknown how many check stops or joint operations with the Community Peace Officer that were completed due, to shortfall in record keeping. 4 traffic tickets (moving and non-moving) were issued within Town limits and no impaired drivers were identified during this reporting period. The new Detachment Commander arrived at very end of Q1. New methodology and tracking systems developed to document activity for Q2.</p>
Priority 3	<p>Community Engagement</p>
Current Status & Results	<p>Positive ticketing campaign implemented, focusing on engaging youth and rewarding them for positive contributions towards citizenship and law abiding behavior. The campaign focused on youth at the Town skate parks and playgrounds. The new Detachment Commander arrived at very end of Q1. A new work plan with target goals as well as tracking systems developed to document community engagement activity for Q2.</p>



Priority 4

Visibility

Current Status & Results

It is unknown how many patrols were actually completed through Olds every day, however it is speculated that it was a very large number due to having the Detachment situated within the Town itself. The new Detachment Commander arrived at very end of Q1. A new tracking system developed to better document visibility for Q2.



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	April - June			January - December		
	2020	2021	% Change Year-over- Year	2019	2020	% Change Year-over- Year
Total Criminal Code	138	215	56%	1,109	861	-22%
<i>Persons Crime</i>	20	36	80%	138	110	-20%
<i>Property Crime</i>	96	100	4%	755	492	-35%
<i>Other Criminal Code</i>	22	79	259%	216	259	20%
Traffic Offences						
<i>Criminal Code Traffic</i>	11	15	36%	72	64	-11%
<i>Provincial Code Traffic</i>	68	125	84%	650	421	-35%
<i>Other Traffic</i>	7	4	-43%	12	15	25%
CDSA Offences	2	1	-50%	4	12	200%
Other Federal Acts	3	1	-67%	12	18	50%
Other Provincial Acts	57	72	26%	235	244	4%
Municipal By-Laws	25	25	0%	102	82	-20%
Motor Vehicle Collisions	20	38	90%	187	157	-16%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

The new Detachment Commander arrived at end of Q1 on June 28, 2021. I'm currently not in a position to comment for this reporting period.



Municipal Overview: Human Resources²

Staffing Category	Established Positions	Working	Special Leave ³	Hard Vacancies ⁴	Revised Plan at Q1	2021/22 FTE Utilization Plan
Police Officers	10	5	4	1	10	10
Detachment Support						

² Data extracted on June 30th, 2021 and is subject to change.

³ Once members are placed on "Special Leave" (eg. Maternity/paternity, medical >30 days, leave without pay, graduated return to work) they are not included in the FTE count and their pay is not charged directly to each location. However, any salary expenditures associated with these employees while on leave is included as an "indirect cost" and billed within the Divisional Administration rate, charged to all contracts.

⁴ Hard vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers - 10 established Municipal Regular Member positions.

Sgt. Jody ACHTYMICHUK was interim Acting Detachment Commander from April 1, 2021 to June 27, 2021. S/ Sgt. Warren WRIGHT arrived on June 28, 2021 and became the new permanent Detachment Commander. 1 new Sgt position has been identified for Olds, however has yet to be staffed. 1 Corporal and 2 Constables were on Light Duties (partial shifts) during this reporting period. 1 Constable was on parental leave during this reporting period. 1 Constable was in Leave Without Pay and their position has been scheduled to be backfilled. This totals 11 members but until the Sergeant position is normalized, it won't count towards the establishment.

Detachment Support - The 3 established Municipal Employee support positions.
All are currently filled.



Municipal Overview: Financial/O&M

As a municipality with a population under 15,000, the community benefits from the pooling of several costs, which are allocated on a per capita basis. Overtime and commissionaire guarding costs are direct costs to the municipality, and are not included as pooled costs.

Municipal	Year to Date Expenditures ⁵	Revised Plan at Q1	2021/22 Financial Plan
Pay	184,468	903,394	903,394
Overtime	21,909	100,000	100,000
Operating and Maintenance	19,195	79,634	79,634
Commissionaire Guarding	832	15,000	15,000
Equipment	20,858	113,969	113,969
Other	305	18,016	18,016
Div. Admin & Indirect Costs		579,638	579,638
Total (in 100% terms)	247,566	1,809,672	1,809,672
Total (with applicable cost share ratio of 70% applied)	180,119	1,301,271	1,301,271

⁵ Includes expenditures up to June 30th, 2021.

Comments

Any applicable police officer pay raise and associated retro-active pay is not included within the financial information above. Once an agreement is ratified, calculations will be provided.



Definitions

Municipal Overview: Human Resources

FTE Utilization	<ul style="list-style-type: none"> • A full-time equivalent (FTE) employee is defined by the number of months in a fiscal year that a position is filled. • The FTE utilization level refers to the total months filled for all positions within the detachment/unit.
2021/22 FTE Utilization Plan	<ul style="list-style-type: none"> • This reflects the number of working FTEs planned to be in place for the fiscal year.
Revised Plan at Q1	<ul style="list-style-type: none"> • This reflects any adjustments to the planned number of working FTEs, which may vary as hard and soft vacancies fluctuate throughout the year.

Municipal Overview: Financial/O&M

Year-To-Date (YTD) Expenditures	<ul style="list-style-type: none"> • YTD expenditures reflect the actual expenditures within each category, as of the date of the report.
Revised Plan at Q1	<ul style="list-style-type: none"> • This reflects any adjustments to the forecasted spending plan for the relevant category, which may vary as expenditures are realized throughout the year.
2021/22 Financial Plan	<ul style="list-style-type: none"> • This reflects the target spending levels set for each category of expenditure, and the initial financial plan for the 2021/22 fiscal year.
Pay	<ul style="list-style-type: none"> • Includes salary costs and associated allowances for police officers and civilian support.
Overtime	<ul style="list-style-type: none"> • Includes direct overtime costs for police officers.
Operating and Maintenance	<ul style="list-style-type: none"> • Reflects all unit operating costs, including items such as travel, fuel and vehicle repairs.
Commissionnaire Guarding	<ul style="list-style-type: none"> • Reflects the costs of guarding prisoners within detachments.
Equipment	<ul style="list-style-type: none"> • Include expenditures for operational and technology equipment, police vehicles and the fit-up of those vehicles.
Div. Admin & Indirect Costs	<ul style="list-style-type: none"> • This reflects the division administration charges associated to core administration costs, special leaves and health services costs, and the indirect costs associated to all employees, including benefits, Canada Pension Plan and Employment Insurance rates.
Other	<ul style="list-style-type: none"> • This includes all remaining expenditures including applicable training costs, secret expenditures and air services costs if applicable.
Total	<ul style="list-style-type: none"> • Reflects the total costs of all categories of expenditures.

**Olds Municipal Detachment
Crime Statistics (Actual)
Q1: 2017 - 2021**

All categories contain "Attempted" and/or "Completed"

July 6, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	1	0	1	0	-100%	-100%	-0.2
Sexual Assaults		1	5	1	0	2	100%	N/A	-0.3
Other Sexual Offences		0	1	0	3	0	N/A	-100%	0.2
Assault		13	18	13	6	21	62%	250%	0.4
Kidnapping/Hostage/Abduction		0	2	0	0	0	N/A	N/A	-0.2
Extortion		0	0	0	2	0	N/A	-100%	0.2
Criminal Harassment		12	2	9	4	3	-75%	-25%	-1.6
Uttering Threats		6	2	12	4	10	67%	150%	1.0
TOTAL PERSONS		33	31	35	20	36	9%	80%	-0.5
Break & Enter		21	11	2	5	10	-52%	100%	-2.8
Theft of Motor Vehicle		19	12	13	7	9	-53%	29%	-2.5
Theft Over \$5,000		2	1	4	3	1	-50%	-67%	0.0
Theft Under \$5,000		65	38	54	25	30	-54%	20%	-8.3
Possn Stn Goods		7	3	6	3	0	-100%	-100%	-1.4
Fraud		17	18	14	22	9	-47%	-59%	-1.2
Arson		0	0	0	2	0	N/A	-100%	0.2
Mischief - Damage To Property		0	0	1	19	28	N/A	47%	7.5
Mischief - Other		38	37	50	10	13	-66%	30%	-7.7
TOTAL PROPERTY		169	120	144	96	100	-41%	4%	-16.2
Offensive Weapons		0	2	0	0	2	N/A	N/A	0.2
Disturbing the peace		20	13	11	13	12	-40%	-8%	-1.6
Fail to Comply & Breaches		58	42	27	6	58	0%	867%	-3.6
OTHER CRIMINAL CODE		6	7	5	3	7	17%	133%	-0.2
TOTAL OTHER CRIMINAL CODE		84	64	43	22	79	-6%	259%	-5.2
TOTAL CRIMINAL CODE		286	215	222	138	215	-25%	56%	-21.9

**Olds Municipal Detachment
Crime Statistics (Actual)
Q1: 2017 - 2021**

All categories contain "Attempted" and/or "Completed"

July 6, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		4	5	0	1	0	-100%	-100%	-1.2
Drug Enforcement - Trafficking		0	0	1	1	0	N/A	-100%	0.1
Drug Enforcement - Other		0	0	0	0	1	N/A	N/A	0.2
Total Drugs		4	5	1	2	1	-75%	-50%	-0.9
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	2	1	1	0	N/A	-100%	-0.1
TOTAL FEDERAL		4	7	2	3	1	-75%	-67%	-1.0
Liquor Act		13	2	3	1	3	-77%	200%	-2.1
Cannabis Act		0	0	1	0	1	N/A	N/A	0.2
Mental Health Act		19	12	23	22	34	79%	55%	4.0
Other Provincial Stats		40	22	25	34	34	-15%	0%	0.0
Total Provincial Stats		72	36	52	57	72	0%	26%	2.1
Municipal By-laws Traffic		0	2	2	3	3	N/A	0%	0.7
Municipal By-laws		23	31	28	22	22	-4%	0%	-1.1
Total Municipal		23	33	30	25	25	9%	0%	-0.4
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	0	3	2	4	N/A	100%	1.0
Property Damage MVC (Reportable)		32	38	32	16	31	-3%	94%	-2.4
Property Damage MVC (Non Reportable)		6	8	3	2	3	-50%	50%	-1.2
TOTAL MVC		38	46	38	20	38	0%	90%	-2.6
Roadside Suspension - Alcohol (Prov)		0	0	0	0	2	N/A	N/A	0.4
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		184	218	204	68	125	-32%	84%	-26.8
Other Traffic		0	0	3	7	4	N/A	-43%	1.5
Criminal Code Traffic		18	13	20	11	15	-17%	36%	-0.8
Common Police Activities									
False Alarms		53	53	21	15	18	-66%	20%	-10.8
False/Abandoned 911 Call and 911 Act		16	18	19	13	7	-56%	-46%	-2.3
Suspicious Person/Vehicle/Property		32	39	37	25	27	-16%	8%	-2.4
Persons Reported Missing		6	4	6	4	5	-17%	25%	-0.2
Search Warrants		0	0	1	1	0	N/A	-100%	0.1
Spousal Abuse - Survey Code (Reported)		26	16	27	15	20	-23%	33%	-1.3
Form 10 (MHA) (Reported)		0	0	0	0	5	N/A	N/A	1.0



22



Body Worn Camera & Digital Evidence Management System

Alberta Royal Canadian Mounted Police

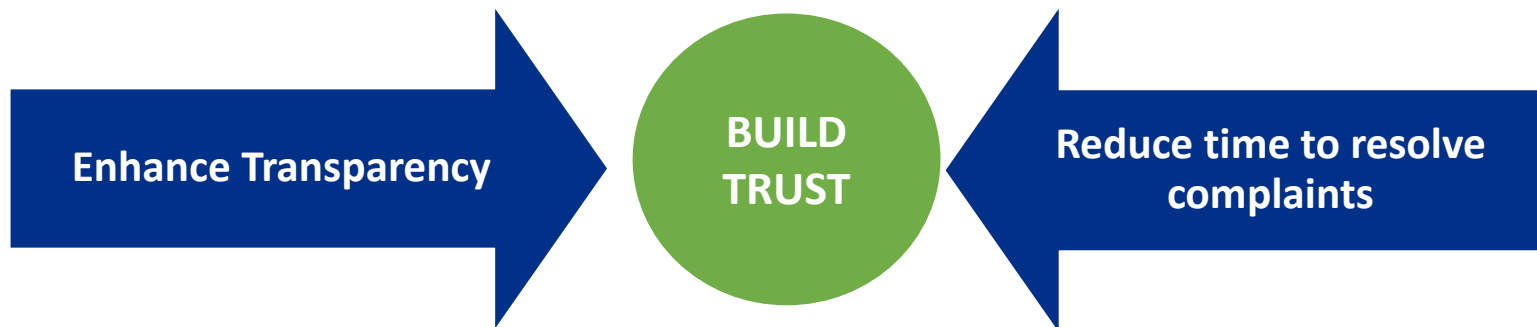
July 2021

Town of Olds Council Policies and Priorities Committee Meeting Tuesday, September 7, 2021



Why Body Worn Cameras?

- Body Worn Cameras (BWC) are intended to overtly capture an accurate, unbiased and reliable audio/video account of incidents involving uniformed police
- Increasingly deployed by police in Canada and internationally to:



- Other potential benefits?
 - a reduction in the number of public complaints
 - increased usage of video evidence in court proceedings resulting quicker resolution



Why Now?

- The RCMP is committed to enhancing trust with the communities it serves. One way to increase trust is by increasing transparency of police interactions with citizens.
- BWCs alone are not expected to change behavior; this is **one part** of a comprehensive RCMP strategy to address systemic racism.



“

Providing body-worn cameras to RCMP officers is viewed as an important step to strengthening RCMP trust, transparency and accountability, with a focus on strengthening trust and relationships with racialized and Indigenous communities.”



Initiative Objectives

Improved evidence gathering and prosecutions

Improved transparency and accountability for police
leading to increased public trust confidence in police

Timely resolutions or withdrawal of complaints upon
video viewing

Improved police and public behaviour

Work is underway to identify specific metrics to measure the achievement of results

Town of Olds Council Policies and Priorities Committee Meeting Tuesday, September 7, 2021



What we know



BWC will become a ***national standard*** for RCMP members that are interacting directly with communities.



Based on research, the RCMP estimates BWCs will cost \$2000-\$3000 per camera per year. Accurate numbers will be confirmed once a vendor is in place. The Federal Government will fund the first 3 years of the roll-out.



There is an expectation that BWC will start to be rolled out in Fall 2021 and an understanding that **roll-out could take up to 18 months**.



Once a vendor is selected, **implementation will be phased**. Pilot projects in various settings (e.g., rural, remote, and urban) are expected to assist in refining and adjusting procedures and training materials prior to broad implementation.



Next Steps in Alberta

- Contract partners cannot opt out of BWC. This will be part of RCMP standards. There will, however, be some flexibility with respect to unique/local requirements for the deployment of additional BWC.
- Once exact costs are known we will provide financial forecasting to our communities with Municipal Policing Services Agreements.



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021

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

Department: Fire Department

SUBJECT: Second 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 Second Quarter 2021 statistics for the Fire Department

ATTACHMENTS

OFD 2021 Second Quarter Report

Olds Fire Department

2nd Quarter Report - 2021

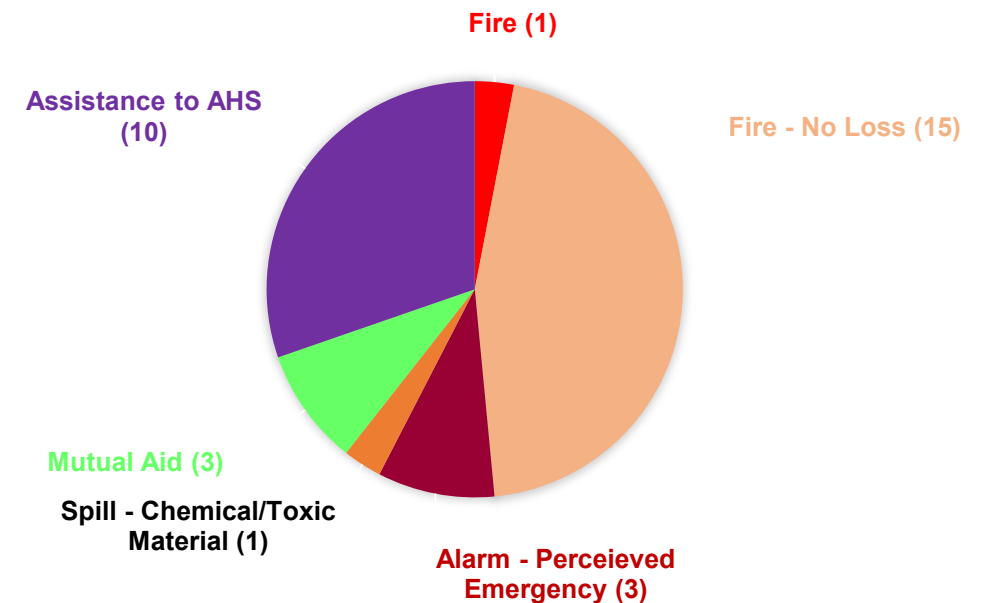
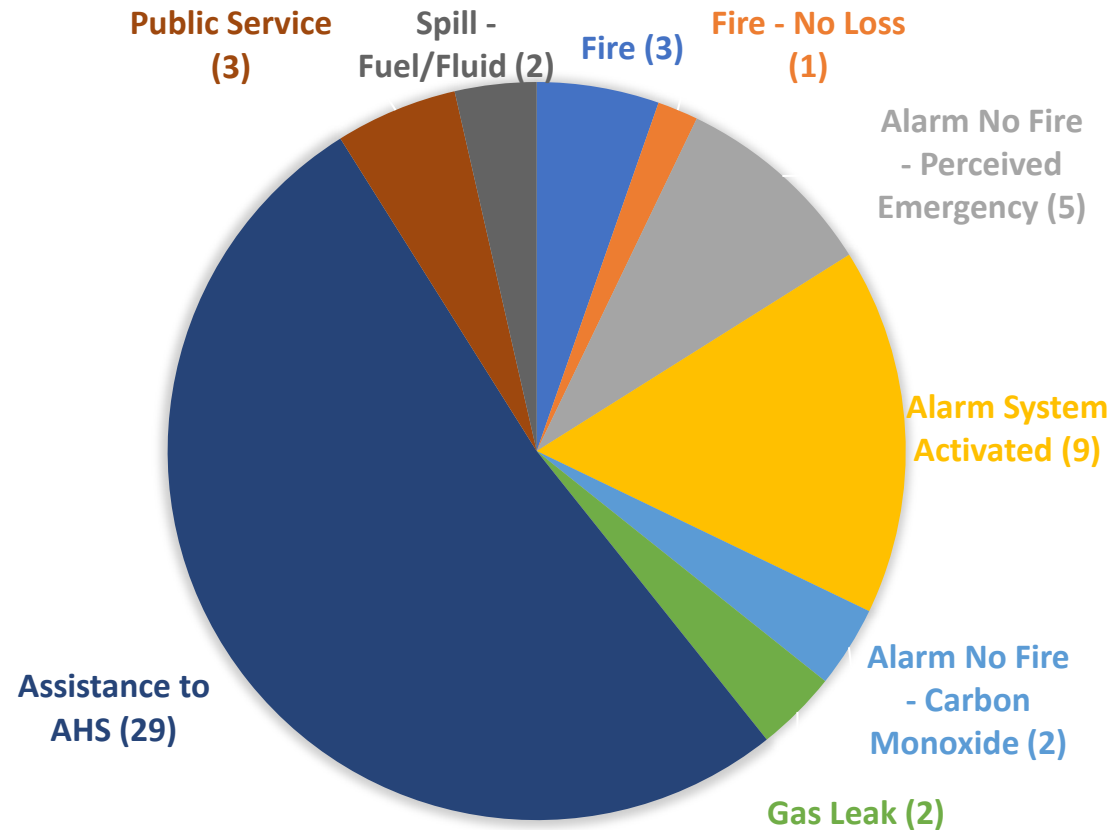


Total Number of Incidents: 89

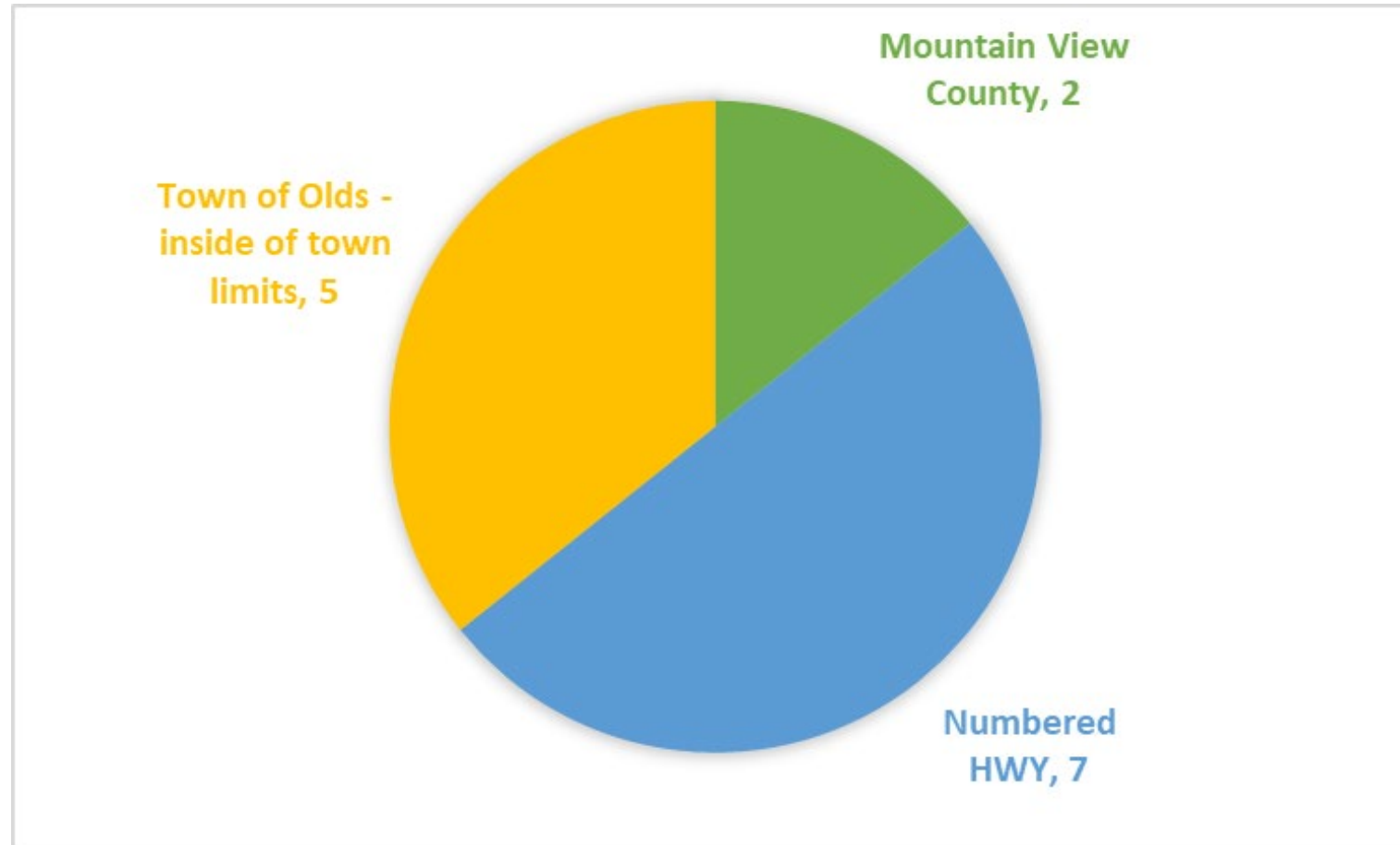
April 1st – June 30th, 2021

Urban Incidents - 56

Rural Incidents - 33



Motor Vehicle Collisions: 14





POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021
Author: Sgt. Eric Christensen, Senior Community Peace Officer
Department: Municipal Enforcement
SUBJECT: Second Quarter Statistics Report - 2021

COUNCIL DIRECTION

Accept for information.

BACKGROUND

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

ATTACHMENTS

2021 2nd Quarter Report

Municipal Enforcement 2021 Second Quarter Report





2021 Municipal Enforcement STATS

34

INCIDENTS															
	JAN	FEB	MAR	Q1/21	Q1/20	%	APR	MAY	JUN	Q2/21	Q2/20	%	21 YTD	2020	%
COMMUNITY STANDARDS	169	85	58	312	220	29%	34	155	126	315	311	1%	627	993	-58%
Care of Properties															
Snow/Ice	150	74	13	237	120	49%	0	0	0	0	1	#DIV/0!	237	212	11%
Unsightly includes grass/weeds	4	1	3	8	2	75%	4	44	89	137	159	-16%	145	272	-88%
Other	2	0	2	4	8	-100%	8	14	24	46	11	76%	50	28	44%
Animal Control	6	8	32	46	18	61%	18	29	46	93	48	48%	139	154	-11%
Public Behaviors/Nuisances	4	2	8	14	5	64%	4	68	13	85	30	65%	99	68	31%
BYLAW - OTHER	7	14	4	25	8	68%	9	5	14	28	27	4%	53	64	-21%
TRAFFIC	14	11	14	39	59	-51%	20	13	23	56	34	39%	95	195	-105%
Abandoned Vehicle	3	85	2	90	3	97%	1	1	0	2	3	-50%	92	12	87%
Parking	8	8	3	19	56	-195%	11	7	16	34	23	32%	53	144	-172%
Speed	1	0	0	1	1	0%	4	2	3	9	0	100%	10	9	10%
Other	2	3	8	13	0	100%	4	3	4	11	8	27%	24	30	-25%
TOTALS	190	110	76	376	287	24%	63	173	208	444	372	16%	820	1252	-53%
Contact Reports	63	29	49	141	139	1%	55	53	41	149	123	17%	290	518	-79%
Officer Generated Reports	152	78	16	246	130	47%	10	106	86	202	156	23%	448	444	1%
Complaint Generated Incidents	38	32	60	130	99	24%	53	67	122	242	154	36%	372	557	-50%

VIOLATIONS															
	JAN	FEB	MAR	Q1/21	Q1/20	%	APR	MAY	JUN	Q2/21	Q2/20	%	21 YTD	2020	%
PROVINCIAL	168	29	123	320	362	-13%	329	102	74	505	172	66%	825	1461	-77%
Warnings	131	26	105	262	256	2%	310	73	52	435	137	69%	697	1137	-63%
Violations	37	3	18	58	106	-83%	19	29	22	70	35	50%	128	324	-153%
MUNICIPAL	12	5	7	24	24	0%	5	4	6	15	6	60%	39	62	-59%
Warnings	12	5	7	24	16	33%	5	4	4	13	6	54%	37	41	-11%
Violations	0	0	0	0	8	#DIV/0!	0	0	2	2	0	100%	2	21	-950%
POSITIVE TICKETS	0	0	21	21	65	-210%	87	62	59	208	0	100%	229	65	72%
TOTALS	180	34	151	365	837	-129%	421	168	139	728	178	76%	1093	1588	-45%

	JAN	FEB	MAR	Q1/21	Q1/20	%	APR	MAY	JUN	Q2/21	Q2/20	%	21 YTD	2020	%
Animals Impounded															
Dogs Impounded	0	0	1	1	0	100%	0	0	1	1	5	-400%	2	8	-300%
Cats Impounded	2	0	6	8	6	25%	1	3	9	13	6	54%	21	24	-14%

Fines Revenue															
	2020 Actual		2021 Budget		2021 YTD										
Municipal Enforcement Revenue	\$11,238.31		\$ 15,000.00		\$2,298.13										



2021 - 2ND QUARTER CRIME CLASS

35

Total: 444

1 - 0.3% - ASSIST OTHER DEPARTMENT

1 - 0.3% - TRESPASS

8 - 2% - OTHER

5 - 1% - LAND USE BYLAW

4 - 1% - BUSINESS LICENSE

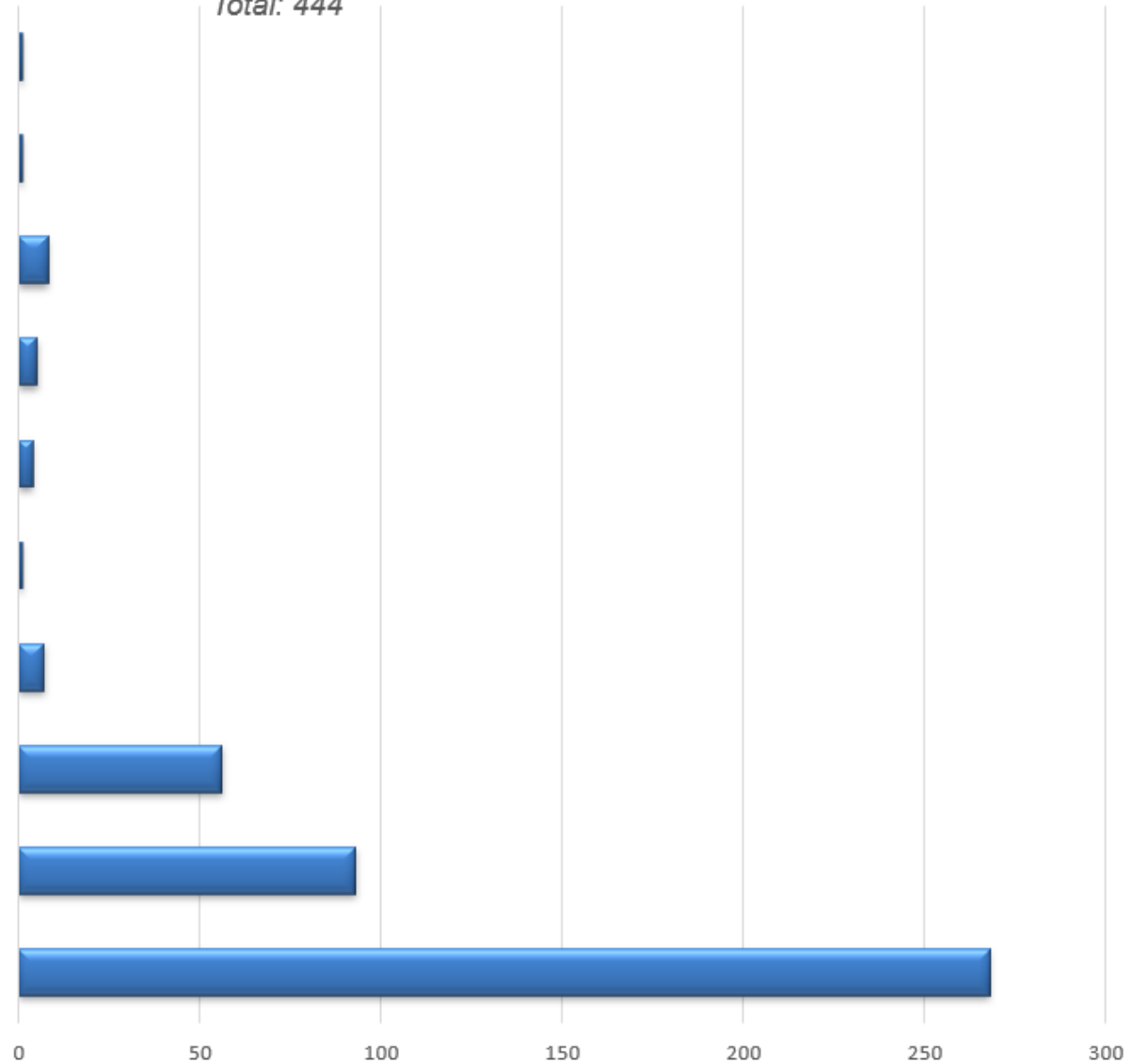
1 - 0.3% - ASSIST FIRE DEPT

7 - 2% - COVID-19

56 - 13% - TRAFFIC

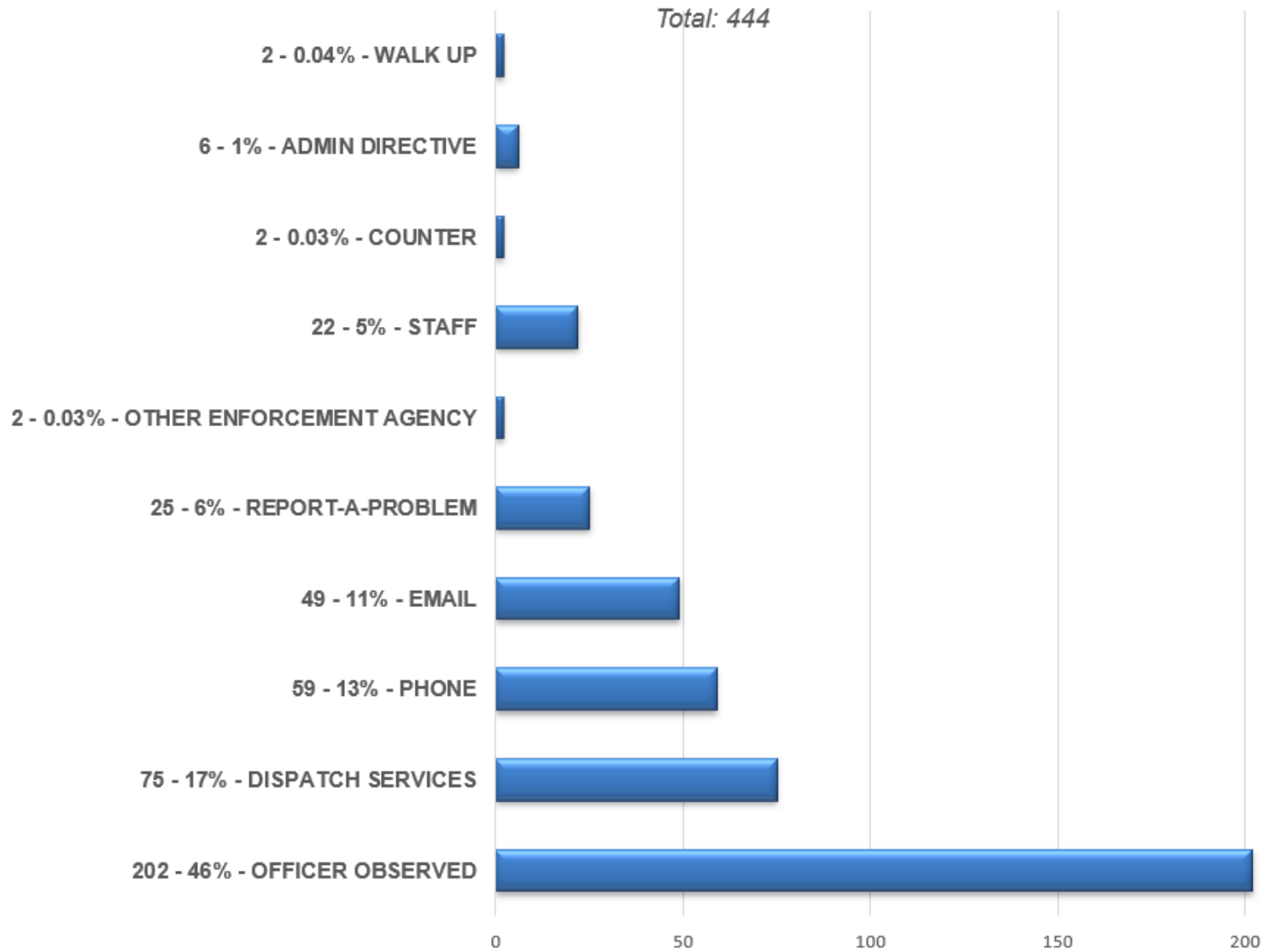
93 - 21% - ANIMAL CONTROL

268 - 60% - COMMUNITY STANDARDS



2021 - 2ND QUARTER METHOD OF REPORTING

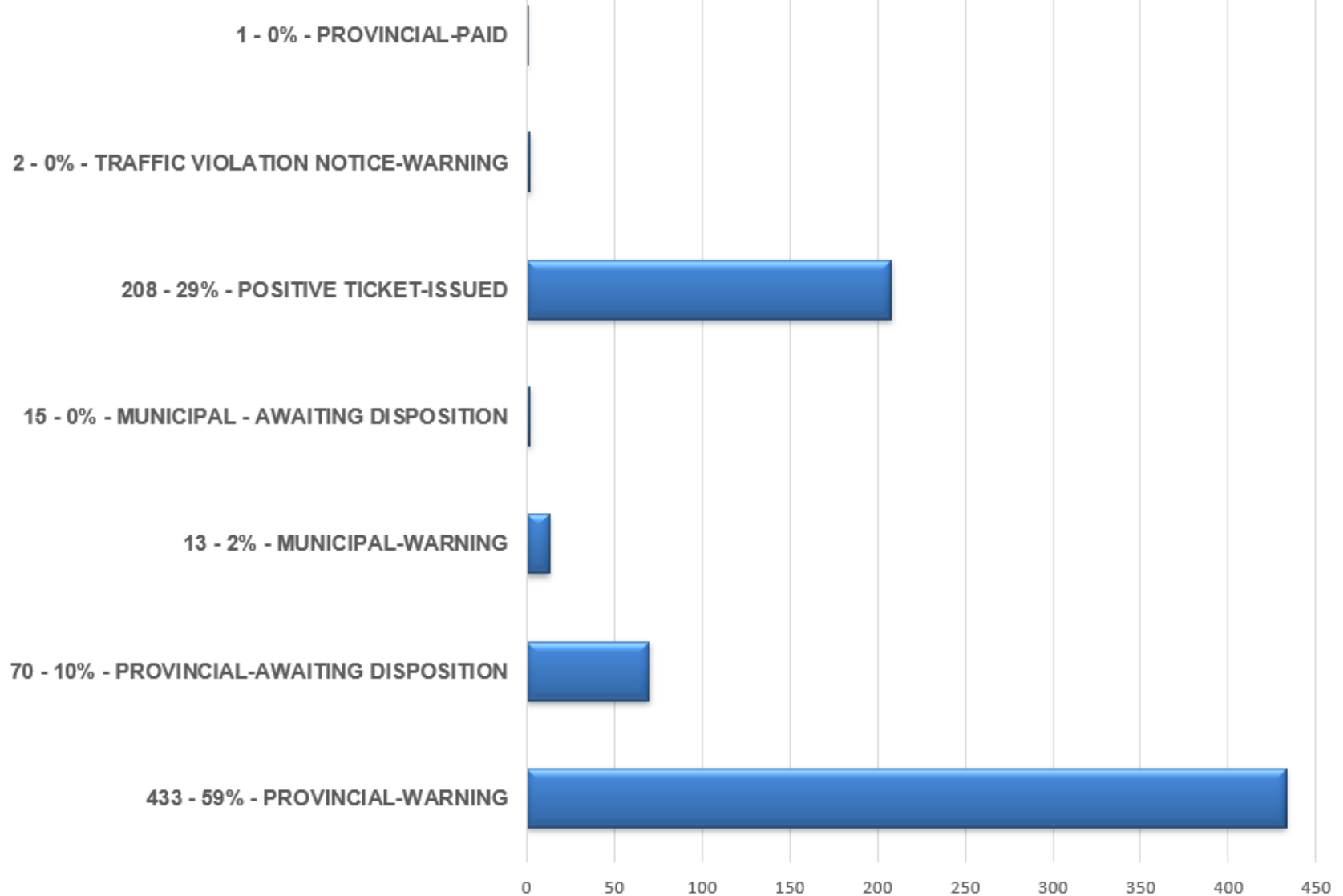
36



2021 - 2ND QUARTER VIOLATION DISPOSITION

37

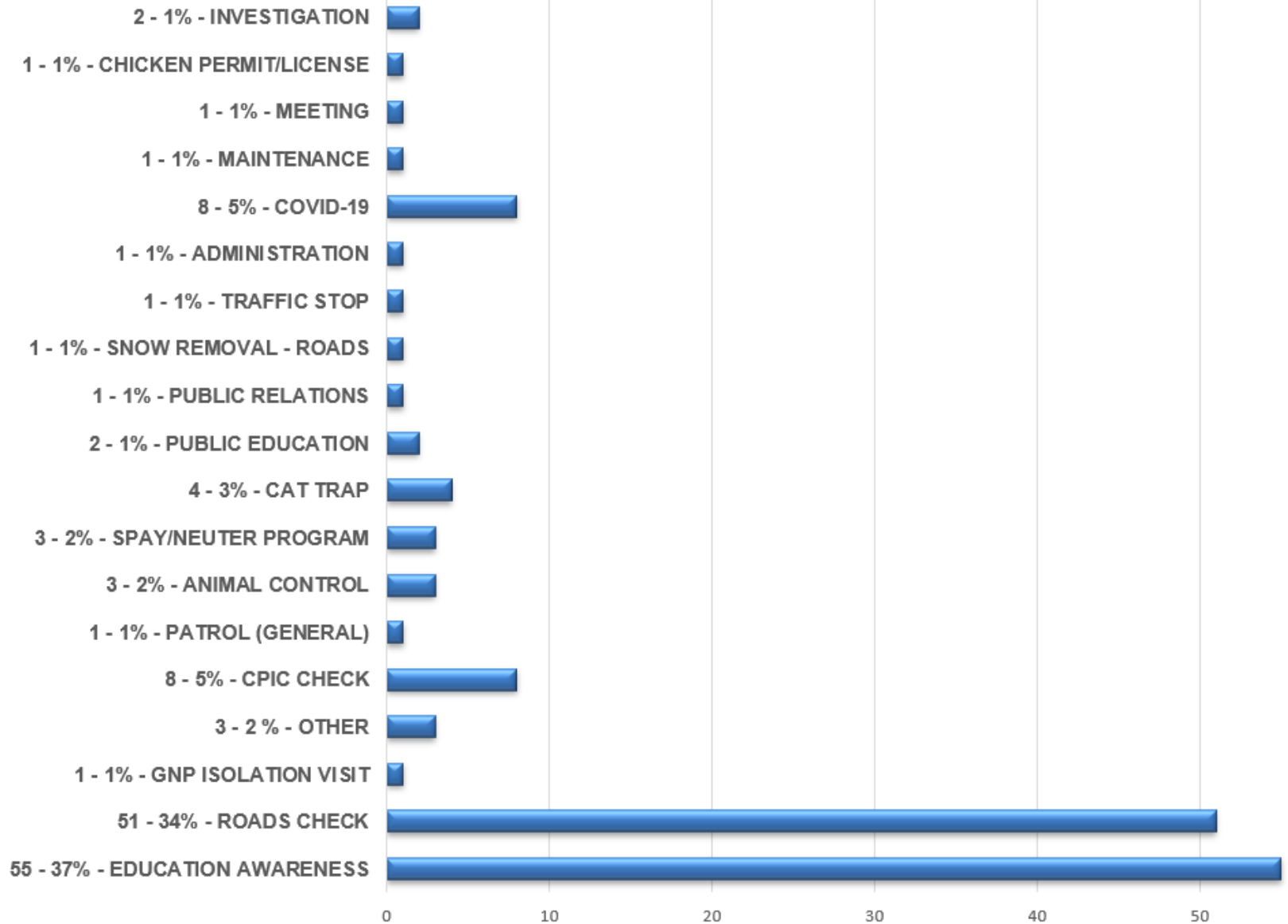
Total: 729



2021 - 2ND QUARTER CONTACT REPORTS

Total: 148

38



2021 - 2ND QUARTER VIOLATION REPORTING

39

Violations/Warnings

Total: \$75,588.00

VIOLATIONS - \$15,128.00

WARNINGS - \$60,460.00

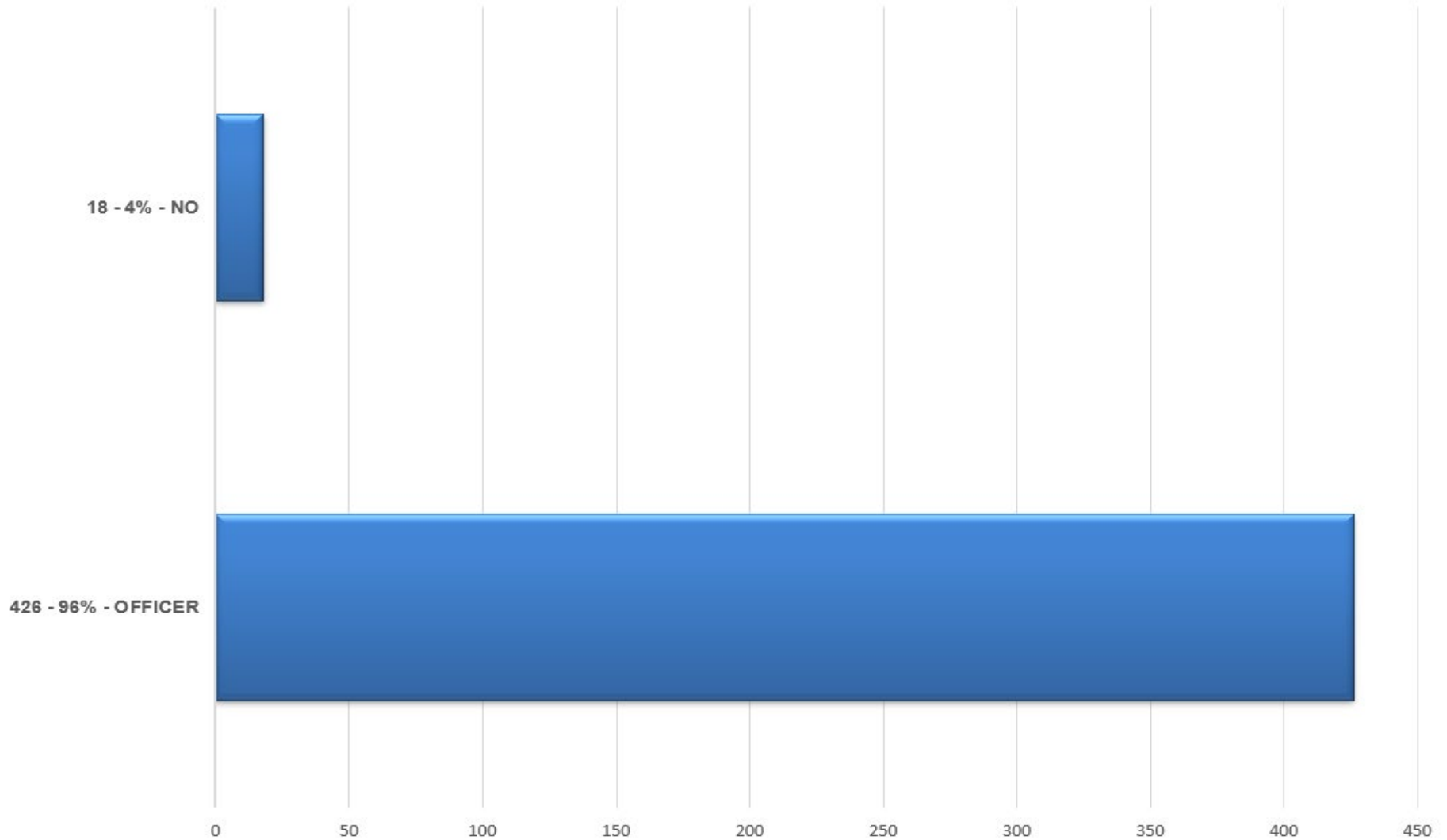
0 10000 20000 30000 40000 50000 60000

2021 - 2ND QUARTER REPORTING

Officer Availability

Total: 444

40



Graffiti Removal



Bylaw Enforcement Student was hired May 3, 2021. Their primary project was graffiti eradication. Second quarter had 66 total files, 31 completed(47%) and 35 in progress(53%). This is an ongoing project. A majority of the utility boxes have been completed and we are working with the other utility companies for the remainder.

Unsightly Premises



Community Peace Officers/Bylaw Enforcement Officers have been busy patrolling all areas of the town looking for properties that are an unsightly premise. This includes grass and weeds. 137 unsightly premises files for the second quarter.

Traffic and Traffic Initiatives⁴³

April was speed enforcement month as well as motorcycle and aggressive driving enforcement month. CPO's have been out enforcing them when time was permitting.

May was motorcycle safety month in which officers ensured that drivers had proper licensing to be operating motorcycles.

June was commercial vehicle safety month.

CPO's follow the Alberta Traffic Safety Calendar. 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



Officers have been patrolling school and playground zones. 24 warnings and 4 violations were issued in the second quarter. Officers have received a few complaints from school bus operators regarding vehicles passing while red lights flashing. CPO's did some enforcement during the morning and afternoons looking for these infractions. 3 warnings and 1 violation were issued. Numerous DYK's were posted on social media to ensure motorists understood the law.

Municipal Enforcement Update⁴⁵

- 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.
- Education has started regarding electric scooter usage. Electric Scooters are allowed on trails but not on any roadway or sidewalk at this time.

Municipal Enforcement Update⁴⁶

- Positive Tickets are being given out to the youth in the community. It has been a successful campaign so far and the Slurpees were well received during the heat wave. 208 positive tickets have been issued in the second quarter.



Municipal Enforcement Update⁴⁷

Replacement Patrol Vehicle





Questions?



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021

Author: Acting Director of Operations, Doug Wagstaff

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: September 7, 2021

Author: Larry Wright, - Strategy & Technology Officer
Sandra Blyth - Economic Development Officer

Department: Office of the CAO

SUBJECT: Town of Olds Economic Development

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 – Update

ATTACHMENTS

Economic Development - Town of Olds Economic Development Secretariat – Larry Wright
Economic Development - Building the Next Generation Economy – Sandra Blyth

Town of Olds Economic Development Secretariat Virtual Council Policies & Procedures Meeting September 7, 2021 in Olds, Alberta



2021 Growth & Expansion Areas of Focus & Progress

52

- Support Town Of Olds Budget Plan 2021 – 2023
- Hire Economic Development Officer with skills to detail strategy based on policy and standards (start date: July 2021).
- Welcome Sandra !
- 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.

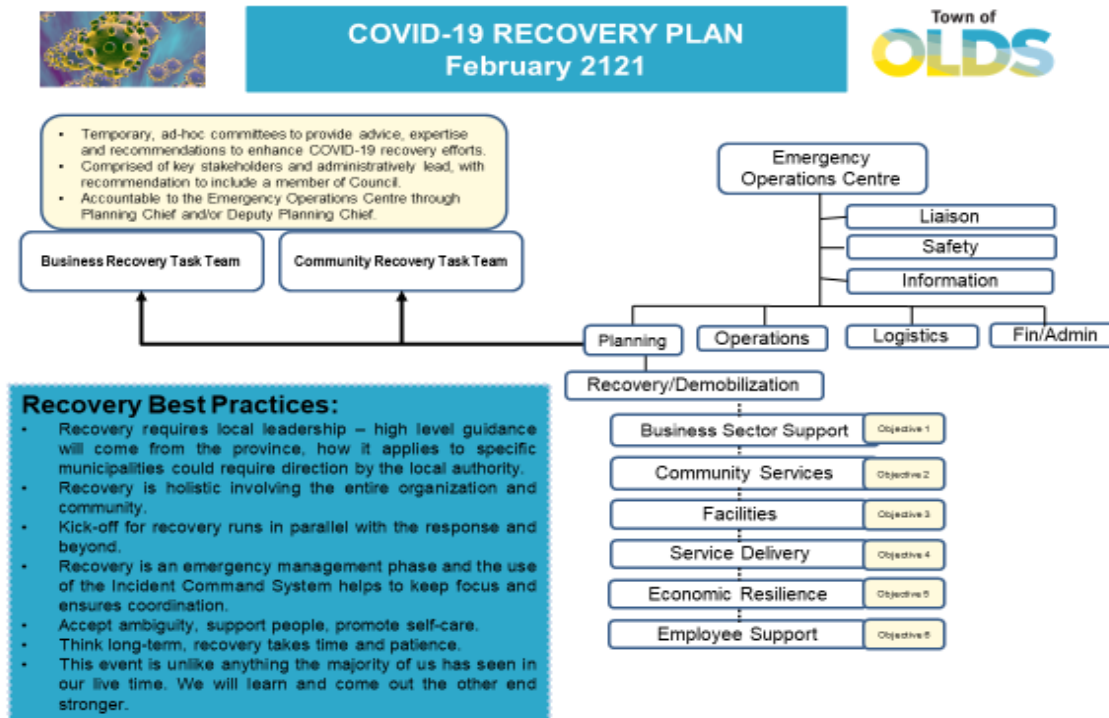
2021 Growth & Expansion

Areas of Focus & Progress

- Increase Energy Sub-Station Olds 55-S capacity to support industrial and commercial growth in MDP area, Discussion CMAG TC Energy Natural Gas & Alternatives .
- Regional Projects under discussion: Straw Manufactured Press Board Project \$850 M (J. Buchanan), SAEWA Energy from Waste \$500 M, **(SAEWA Proposals Private Sector, MERX October 2021)**
- Optimize Brownfield Redevelopment in Business Core Area (identified 2019), Cipperley Building, Old Fire Hall, Public Works Facilities , Texaco Site, Other Service Station Previous Sites .
- Wetlands - Urban Land Trust needed to support land development. (Alberta Plan Updated, Opportunities with Regional Land Trusts).
- Tourism Links – Red Deer Tourism, EDA , Access Prosperity, CAEP

COVID-19: Economic Development Business Recovery Support

54



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

55

- 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 were compiled after 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)
- Waived Development Fees (January 1 - June 30, 2021). Revisit in May/June 2021.

Olds Relaunch Business Incentives 2021 Update Shovel Ready Projects

56



Highway 2A with 68 Street
Southeast Industrial Area

Highway 27 at 70
Avenue Intersection



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)

University degree at bachelor level or above	1,095
Apprenticeship or trades certificate	835
College, CEGEP or other Non University or Diploma	1750
High School diploma or equivalent	2160

Relationships & Partners, Joint Cooperative Ventures

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
- FCM Libre 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

Rotary Park Opening September 11. 2021 @ 11:00 am Ribbon Cutting



Economic Development

Building the Next Generation Economy

Presentation by: Sandra Blyth, Economic Development Officer

Date: September 7, 2021



Council Strategy Priority 2017 -2021

4.2 Embark on Economic Development Plan that includes a business retention and attraction strategy.

EVOLUTION OF ECONOMIC DEVELOPMENT

RESPONSIBILITY: Federal

Provincial

MUNICIPAL \$

APPROACH:

FOCUS: Competitive Growth Economies / Ecosystems multifaceted, holistic approach including a multitude of stakeholders and agencies engaged in collaborative bottom-up planning and focused on creating competitive business environments that grow local industry clusters and spur investment from within.



FOCUS: Public-Private Partnerships (P3's) & business networks. Assisted business to joint venture and source synergies.



FOCUS: Entrepreneurship & Business Development. Formation of business development agencies (i.e. Community Futures, BDC) and economic development agencies (i.e. REDA's.)



FOCUS: Investment Attraction “chasing the smokestack.” Government offered land, subsidies and incentives. Expensive game where many communities lost and some of those that won ended up losing in the end.



Economic Development Approaches

Economic development and community development are often confused.

Community development is a process for making a community a better place to live and work.

Economic development is purely and simply the creation of wealth in which community benefits are created. There are only three approaches used to develop an economy. They are:

1. Business Retention and Expansion – enhancing existing businesses
2. Business Attraction – attracting new business
3. Business Creation – encouraging entrepreneurship and the growth of new businesses.

TACTICAL (ZERO SUM COMPETITION)



- Focus on attracting **new** investments
- Compete for **every** plant
- Offer **generalized** tax breaks
- Provide subsidies to **lower / offset** business costs
- Every city and sub-region for itself
- Government drives investment attraction

STRATEGIC (POSITIVE SUM COMPETITION)

- Also support greater local investment by **existing** companies
- Reinforce areas of **specialization** and emerging cluster strength
- Provide state support for training, infrastructure, and institutions with **enduring** benefits
- Improve the **efficiency** of doing business
- Harness efficiencies and coordination **across** jurisdictions
- Government and the private sector **collaborate** to build cluster strength

Source: Harvard School of Business – Institute for Strategy and Competitiveness

ECONOMIC DEVELOPMENT STRATEGY

The ECONOMIC DEVELOPMENT STRATEGY is an overarching plan that provides guidance to the three approaches. It achieves the following:

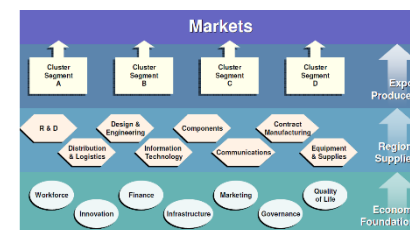
1. Assess [economic foundation](#) Inputs (economic environment – eco-system)
2. Assess [economic engines](#) (driving industries)
3. Apply Economic Planning and Action System (a system to ensure long-term success).



Economic Development Opportunities

ECONOMIC ENGINES (EXPORTERS/SUPPLIERS):

- Sundial Growers (potential to expand another 210,000 sq ft and 500 jobs)
- PremierTech Horticulture Inc.
- Shurgain Feeds – Trouw Nutritional (animal feed and services)
- ProAll – (Heavy equipment manufacturer)
- Spearhead Manufacturing
- Olds Auction Mart
- Olds Soft Gels
- Richardson Bros



ECONOMIC FOUNDATION (INPUTS):

- Olds College (Workforce, R&D)
- Catchment area 1.2MM people (Workforce)
- Onet, highway corridor (Calgary/Edmonton) (Infrastructure)
- Mountain View CU & Calgary Connect Merger (Capital)
- ~430 acres (Land & Property)
- IDP, Annexation agreement, regional connections (Governance)



Do we know if our ENGINES are integrated and where are they in the development cycle?

Do our INPUTS have advantages (capacity, competency, responsiveness)?

~~Olds Challenges...~~ Economic Development Challenges

Strategic Direction

- limited focus on business retention, and expansion.
- No formal joint strategy for growing the economy and its industries.

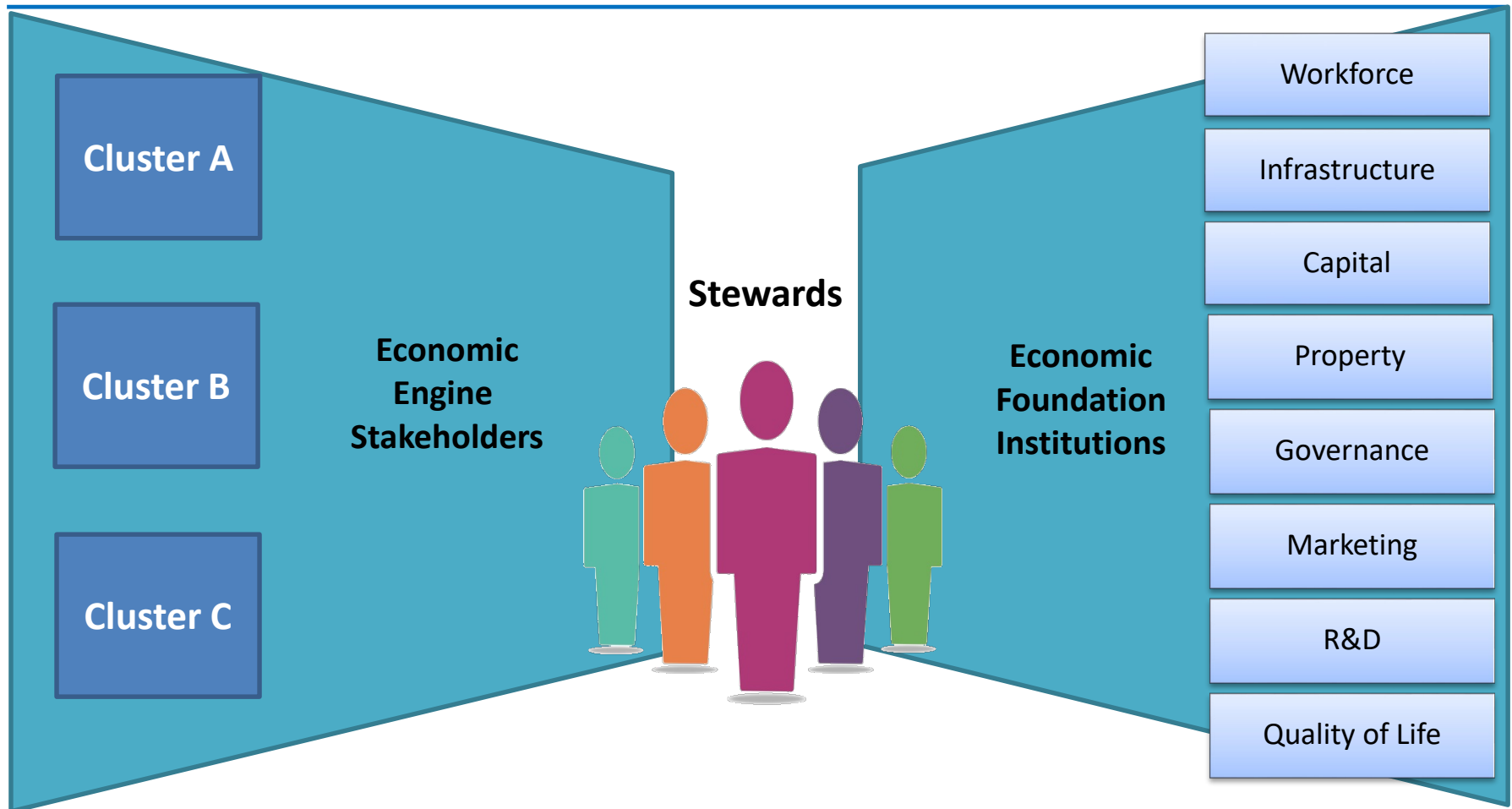
Optimized Resources

- Silos, Turf wars, distrust, and limited communication.
- Confusion about who and what each is doing and the value each brings.
- Limited understanding of what business / industry requires to expand and the role everyone plays.

Effective Governance

- a maze of boundaries with considerable duplication and competition in the mandates and activities of organizations.
- Practitioners and organizations may see each other as competitive rivals and not as economic partners.

Next Generation Economy Initiative⁶⁸



Next Generation Economy Initiative

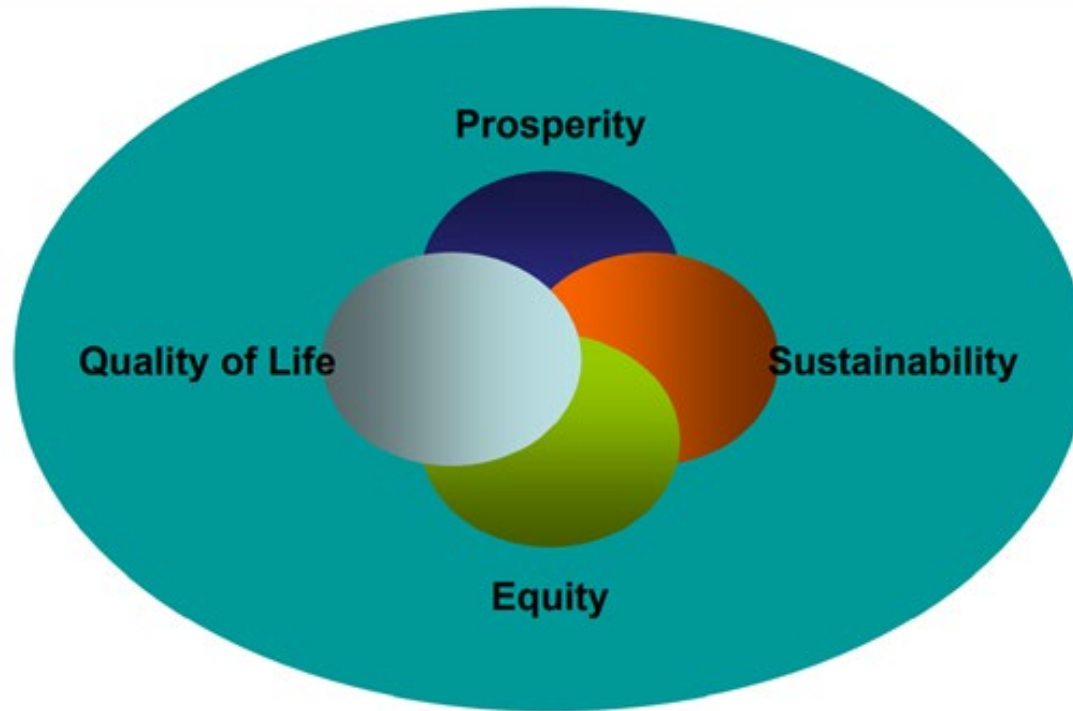
Specific Industry Strategies

- Nursery and floriculture Production
- Cannabis & other food crops grown under cover
- Biotech / biomedicine
- Food manufacturing
- Beef cattle ranching
- Warehousing and Storage
- Distribution and logistics
- Building material and supplies
- Machinery manufacturing
- Utilities Electric power transmission and distribution
- telecommunications
- Tourism

Specific Foundation Strategies



Next Generation Economy Initiative⁷⁰ Goal



Proposed Key Economic Priorities

71

Implement a **Next Generation Economy Initiative** resulting in:

- A broad-based regional economic strategy developed, implemented, and supported by a collaboration of regional stakeholders including (industry, government, institutions, organizations, economic and business development agencies)
- Industry cluster's needs are identified, priorities set, action initiated, and performance measured and benchmarked.
- Economic foundation / ecosystem (8 inputs) assessed and performance measured and benchmarked.
- A high performing economic planning and action system adopted and implemented.

In sum, the next generation economy arises from the region building and maintaining a 'vital cycle' in which investments in economic input advantages form, expand and attract enterprise development and investments. This positive feedback 'loop' raises economic performance outcomes and ensures the region adapts overtime.

Next Generation Economy Initiative

Developing collaborative, bottom-up strategies focused on cluster development is a global best practice for growing local economies. Visit the following sites to find information or see just a small sample of how others are informing or applying it's practice:

World Economic Forum Article – *How Industrial Clusters boost growth* -
<https://www.weforum.org/agenda/2014/12/how-industrial-clusters-boost-growth/>

Cluster Navigators (New Zealand & Europe) www.clusternavigators.com

Harvard School of Business – Institute for Strategy & Competitiveness –
<http://www.isc.hbs.edu/competitiveness-economic-development/frameworks-and-key-concepts/Pages/economic-strategy.aspx>

US Cluster Data <http://clustermapping.us/>

Super Cluster Initiative - Government of Canada <https://www.canada.ca/en/innovation-science-economic-development/programs/small-business-financing-growth/innovation-superclusters.html>



Thank You



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: Sept 7, 2021

Author: Katharine Doyle

Department: Community Services

SUBJECT: Olds Age Friendly Action Plan

COUNCIL DIRECTION

Accept for information and request that Administration bring forward to Service Level discussion for consideration.

BACKGROUND

The Age-Friendly Committee has been actively pursuing an Age-Friendly Designation for Town of Olds since 2015; a survey conducted in 2017, of 210 residents of Olds, identified areas of concerns in the eight domains; the Age-Friendly Committee has committed to achieving the goals identified within the Strategic Plan. This Action Plan is the next step for Olds becoming recognized as an age-friendly community.

ATTACHMENTS

PowerPoint presentation delivered by Erica Sweetman.



AGE FRIENDLY ACTION PLAN

Prepared by:
The Rural Development Network



Photo taken by Veronica Reist



2021 | August

Town of Olds Council Policies and Priorities Committee Meeting Tuesday, September 7, 2021

RURAL DEVELOPMENT NETWORK



Making Olds a Model Age Friendly Community

A critical factor of ageing in place is having a community that enables older people to do what they have reason to value. According to the World Health Organization's Global Age-friendly Cities: "A Guide; communities that are age-friendly encourage active ageing by improving opportunities for health, participation, and security, ultimately helping to enhance quality of life as people age."

In practical terms, an age-friendly community adapts its structures and services to be accessible and inclusive of older people with varying needs and capacities.

Action Plan Considerations:

1. This living document can be adapted to reflect community changes. We recommend this document be reviewed annually.
2. The range of financial investments are approximate. Factors like volunteer groups, hired contractors, available grants, and engagement from the community may affect these costs
3. Timelines are suggested and may change.

This Action Plan is the next step for Olds becoming recognized as an age-friendly community

\$ - Low investment (Under \$5,000)

\$\$ - Mid range investment (\$5,001 - \$19,999)

\$\$\$ - High investment (\$20,000) +

Area of Focus	Outcome	Strategy	Lead	Priority	Cost	Suggested Timeline
Transportation						
Increase and improve crosswalks	Crosswalks are safe and easy to use by all residents.	Assess crosswalk timing, add time if required.	Town Transportation	High	\$\$	Spring 2022
		The island on 27th and 50th needs to be accessible	Town and Alta Transportation	High	\$	Winter 2021
		Need a flashing light at the legion crosswalk to the corner	Town and Alta Transportation	High	\$\$	Spring 2022
Increase transportation options	Improve transportation options in and around Olds.	Assess current transportation through a community engagement focus group	Olds Age Friendly Committee	High	\$	Fall 2021 spring of 2022
		Lobby AUMA to have a resolution for funding to go to rural Centers to plan and implement transportation strategies	Town Council	High	\$	Immediate
Review disability parking spaces	Ensure appropriate number of disability parking spaces are available	Periodic analysis to determine need for additional disability parking spaces and add this into Town policy	Town Council	Mid	\$	Ongoing
		Facilitate the creation of Disability Inclusion Action Plan	Town, through Community engagement with stakeholders	Mid	\$\$	2-3 Years

Area of Focus	Outcome	Strategy	Lead	Priority	Cost	Suggested Timeline
Community & Health Services						
Pursue the necessary changes for senior health services.	Business case for more services in Olds.	Collect data to help build a business case for more services in Olds.	Olds Age Friendly Committee, Town Secretariat Chamber of Commerce	Mid	\$\$	2-5 Years
Encourage Decentralization to improve community health services and make local health options available to reduce travel	Collect supporting data	Make a business case for decentralizing services	Age Friendly Committee has applied for a grant with Rural Development Network	Mid	\$	2-3 Years
Address Olds unique systemic challenges.	Collaboration of all community health resources.	Bring PCN, Hospital, and Clinic together to collaborate on issues identified in business case.	Health care sector	Mid	\$\$	2-3 Years
		Scan existing resources to prevent duplication and then develop resources to assist seniors to navigate the system.	Health care sector facilitated by the Age Friendly Committee	High	\$\$	1-2 Years



Area of Focus	Outcome	Strategy	Lead	Priority	Cost	Suggested Timeline
Communication and Information						
Support written and visual communication for seniors.	All communications information needs to be produced in a senior-friendly manner. Accessibility must be considered and accommodated.	Develop protocol/ guide for written and visual communication materials using the accessibility criteria below: <ul style="list-style-type: none"> • Use multiple strategies to communicate information • Use large fonts that are black and white to keep communications concise. • Use all forms of media, including printed paper. • Plain English language is preferred. • Avoid stereotypical ageist language within information. 	Chambers, Olds Age Friendly Committee, Town Administration	High	\$	6 months
	Create a Seniors Newsletter	The Olds & District Hospice Society created a senior focused newsletter	Hospice Society, Town	Mid	\$	1 year
Advocate and encourage the simplification of centralized telephone centers.	Easier access for seniors to use and obtain necessary information.	Advocate for more responsive phone systems to improve communication.	Town	Mid	\$	Ongoing

Area of Focus	Outcome	Strategy	Lead	Priority	Cost	Suggested Timeline
Outdoor Spaces & Buildings						
Accessibility of public washrooms.	Collaboration of all community health resources.	Develop an inventory of the number of public washrooms available; identify how many still require hand bars.	Town	Mid	\$\$	Spring 2022
		Assess how many additional washrooms are required.				
		Install hand bars in washrooms. Have wheelchair accessible port-a-potties installed along walking trails.	Town	High	\$\$	By 2023
Increase usability of sidewalks and trails.	Wider sidewalks on Highway 27	Town to write a letter to Alberta Transportation.	Town	High	\$	Immediate
	Maintain trails during inclement weather.	Review Town policy on response time to reported sidewalk/ walkway hazards.	Town	High	\$	Ongoing
Encourage businesses to be more accessible by installing automatic or button-controlled doors.	Implementing age-friendly retrofits will create value added businesses	Town Secretariat can keep track of buildings that are not accessible and provide an annual report on what's been done to increase accessibility for transparency.	Town Secretariat	Mid	\$	Ongoing
		Post funding opportunities for businesses to help with retrofits.	Town Secretariat	High	\$	Ongoing

Area of Focus	Outcome	Strategy	Lead	Priority	Cost	Suggested Timeline
Respect & Social Inclusion						
Ageism Awareness Campaign.	Promote ageism awareness	Implement a community wide ageism campaign which is in progress.	Olds Age Friendly Committee & Rural Development Network	High	\$	Immediate
		Run presentations in schools for building understanding and empathy.	Olds Age Friendly Committee	High	\$\$	September 2022
		Town and Committee has activities during Senior's Week.	Town and Olds Age Friendly Committee	High	\$	For next Senior's Week
		Add ageism awareness to the FCSS mandate.	FCSS and Town of Olds	Mid	\$	Immediate
Promoting intergenerational events.	Events bringing all ages together to foster understanding and build positive relationships.	Create a mentorship program utilizing seniors' careers to match with high school students who are interested in that field.	High School and Age Friendly Community	Mid	\$\$	1-2 Years
		Promote Cyber Seniors Program.	Connected Communities	High	\$\$	Ongoing
		Ensure events have an intergenerational components.	Town and Alta Transportation	High	\$	Immediate



Area of Focus	Outcome	Strategy	Lead	Priority	Cost	Suggested Timeline
Social Participation						
Senior engagement	Community engages with seniors.	A sub-committee needs to be created to consult with Innisfail Connects and which components can be replicated in Olds.	Town of Olds with stakeholders	Mid	\$	1 Year
		Encourage schools to continue to establish programs with seniors in lodges and care facilities.	School District	High	\$	Ongoing
		Communicate with seniors about available programs and develop engagement protocols to ensure the community is informed.	Town of Olds	High	\$	1-2 Years
Generate community awareness about the affects of social isolation.	Use the momentum created by Covid 19 to educate community members and businesses about social isolation.	Encourage students to write letters to seniors	School District	High	\$	2022 School Year
		Involve rotary club for a letter writing program with youth.	Rotary Club	High	\$	2022 School Year
		Encourage adopt-a-grandparent program	School district	Mid	\$\$	1-2 Years
		Encourage the community to celebrate and promote connecting with seniors through Town activities and events	Town	High	\$\$	Immediate
Assist seniors to connect remotely.	Seniors will have the ability and training to connect remotely.	Ensure seniors are aware of library programs. and instructions on how to use the technology.	Library	Mid	\$\$	1-2 Years

Area of Focus	Outcome	Strategy	Lead	Priority	Cost	Suggested Timeline
Housing						
Encourage diverse housing options	Seniors have the option to age in place	Develop communication tools for families, especially for those that don't know housing options for aging parents.	Mountain View Senior Housing and the Town of Olds and Mountain View Adult Learning Society	High	\$	Immediate
		Create a working group to examine zoning, permits, and bylaws for different housing options.	Town of Olds and working group	High	\$\$	1-2 Years
Clear and concise information for housing modifications and maintenance written in plain English.	Residents are aware of where they can access information on housing modifications.	Review language around housing information.	Town of Olds FCSS	High	\$	Immediate
Continual conversation on intergenerational programming and housing.	Encourage and support development of intergenerational housing in Olds.	Advocate for an adequate Provincial funding for intergenerational housing	Town Council	High	\$	Immediate
Support aging in place.	Seniors can age in place and be active within the community without discrimination.	Ensure the community is aware that the Olds & District Hospice Society has a program called NavCare. Trained volunteers help seniors connect with community resources and assist with filling needs to age in place.	Hospice Society	High	\$\$	1-3 Years
Prevent involuntary separation.	To keep families together increasing well being	Investigate how to keep families/spouses together in the aging process.	Community health stake holders advocate with Alberta Health Services	High	\$	Immediate and ongoing

Area of Focus	Outcome	Strategy	Lead	Priority	Cost	Suggested Timeline
Civic Participation & Employment						
To promote age-participation and employment of seniors	The business environment is safe and inclusive for seniors.	Recognize that seniors can bring a value to individual businesses under the auspices of current occupational Health and safety legislation	Olds Secretariat	Mid	\$	Immediate



Resolution

WHEREAS the Age-Friendly Committee has been actively pursuing an Age-Friendly Designation for Town of Olds since 2015; and

WHEREAS the population of people over the age of 65 in the Town of Olds is among the highest percentage within the province; and

WHEREAS the World Health Organization Age-Friendly Designation recognizes age-friendly cities and communities that promote healthy and active aging in the following eight (8) domains: Outdoor Spaces and Buildings; Transportation; Housing; Social Participation; Respect and Social Inclusion; Civic Participation and Employment; Communication and Information; and Community Support and Health Services; and

WHEREAS a survey conducted in 2017, of 210 residents of Olds, identified areas of concerns in the eight domains; and

WHEREAS multiple focus groups have been conducted with residents of Olds to further understand the opportunities and gaps in the eight domains; and

WHEREAS activities like the Wheelchair Challenge, helped showcase some of the challenges seniors and residents with disabilities face in navigating the community; and

WHEREAS a Contractor was engaged to analyze the data and conduct a community engagement session from the results of the needs assessment/recommendation report to create an age-friendly strategic plan for the Town of Olds; and

WHEREAS the Age-Friendly Committee has committed to achieving the goals identified within the Strategic Plan; and

WHEREAS an age-friendly community is friendly to all its residents.

THEREFORE, BE IT RESOLVED THAT Olds Town Council approves the Age-Friendly Strategic Plan; and

FURTHER IT BE RESOLVED THAT a letter of support be provided to the Olds Age-Friendly Committee in their submission to Government of Alberta Seniors and Housing Ministry for the Age-Friendly Designation; and

FURTHER IT BE RESOLVED THAT Olds Town Council fully supports and promotes efforts to become as Age-Friendly Community; and

FURTHER IT BE RESOLVED THAT the Olds Age-Friendly Committee be thanked for their efforts in this journey to become a designated Age-Friendly Community.



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021
Author: Sheena Linderman, Director of Finance
Department: Finance
SUBJECT: Municipal Energy Manager Update

COUNCIL DIRECTION

Accept for information

BACKGROUND

In the 2021 operating budget Council approved a one-year Municipal Energy Manager position. This position is a part of the Municipal Energy Manager Program through the Municipal Climate Change Action Centre (MCCAC).

John Masakhwe is here today to give Council an update on the program and what he has been working on the first few months.

ATTACHMENTS

Municipal Energy Management presentation

Finance Department

John Masakhwe

Municipal Energy Manager

September 7, 2021



Municipal Energy Manager Program

DELIVARABLES:

- Energy benchmarking and opportunities register
- Energy audit of the highest energy-consuming buildings
- Develop an energy management plan
- Educate facility managers on best practices
- Reduce GHG emissions by 5 %
- Lead energy-efficient retrofits from start to finish

Municipal Energy Management

APPROACH:

- Reduce operating and maintenance costs – improve the bottom line
- Bankable energy efficiency, renewable energy, and waste to energy projects
- Leverage grants and rebates to reduce the project costs
- Create employment and new business opportunities
- Investment in new technologies – Education and awareness

Reducing OPEX Costs

HOW:

- Energy efficiency retrofit projects
- On-site energy generation using solar photovoltaic technology or combined heat and power plants
- Electric vehicle investment program
- Education and awareness campaigns – energy management

Energy Benchmarking

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ITEM #	ENERGY SOURCE	ENERGY USAGE (Year 2019)	UNITS	TOTAL CHARGE (\$)
1	Electricity	3,030,697	kWh	\$850,833
2	Gas	26,661	GJ	\$143,734
3	Energy Totals	37,571	GJ	\$994,567

BASELINE YEAR 2019 – Green House Gas Emission 3,060 tons of Carbon Dioxide Equivalent

Electricity is more expensive and accounts for approximately 86% of total the energy bill and 30% of the consumption

Natural gas is less expensive and accounts for approximately 14% of the energy bill and 70% of the consumption

- Electricity usage of 3,030, 697 kWh | Cost of \$850,833 | GHG emissions 1,727 tons of carbon dioxide equivalent (CO₂ e)
- Natural Gas usage of 37,571 GJ | Cost of \$143,734 | GHG emission 1,333 tons of CO₂ e

Energy Benchmarking – End Users

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RANK	FACILITY	ENERGY USAGE (2019)			CHARGE(\$)		TOTAL SHARE (%)	
		Electricity (kWh)	Gas (GJ)	Energy Totals (GJ)	Electricity	Gas	Energy	Cost
1	Olds Aquatic Center	472,568	11,714	13,415	\$59,594.04	\$52,706.05	36%	11%
2	Sportsplex	1,157,543	7,292	11,459	\$159,244.88	\$39,731.45	30%	20%
3	Town Hall	188,333	2,316	2,994	\$30,996.45	\$7,537.06	8%	4%
4	New Fire Hall	192,099	1,494	2,186	\$27,063.60	\$8,709.20	6%	4%
5	RCMP	132,096	1,195	1,671	\$17,265.83	\$7,537.06	4%	2%
6	Street Lights	306,970	0	1,105	\$442,240.73	\$0.00	3%	44%
7	Other Facilities	581,089	2,650	4,742	\$114,427.19	\$27,513.44	13%	14%

BASELINE YEAR 2019 – Green House Gas Emission 3,060 tons of Carbon Dioxide Equivalent

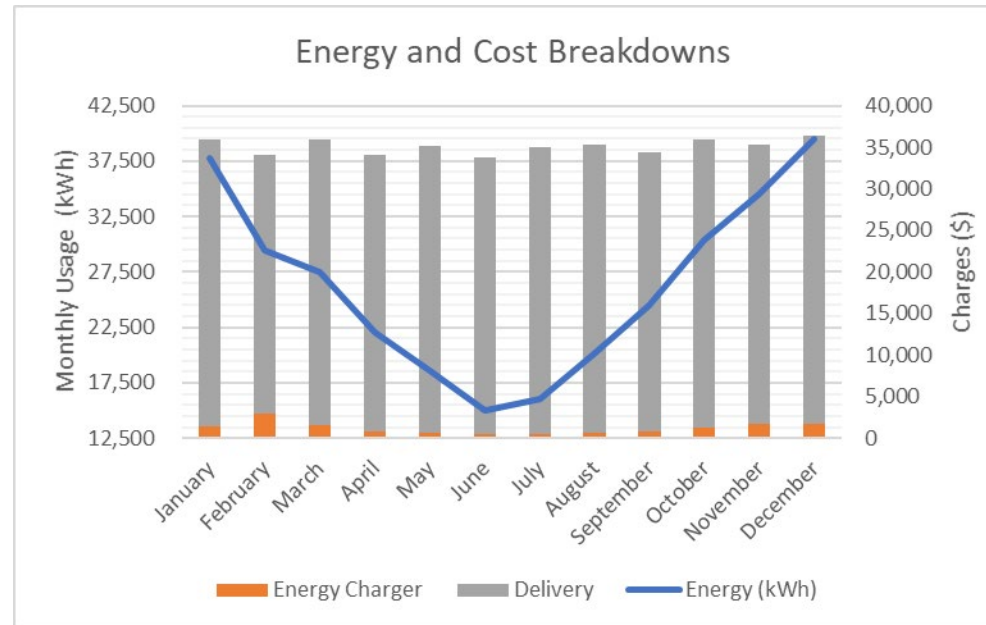
Street lights are the most expensive and accounts for approximately 44% of the energy bill and 3% of the consumption

The Sportsplex is second and accounts 20% of the energy bill and 30% of the consumption

The Olds Aquatic Center is third and accounts for 11% of the energy bill and 36% of the consumption

Monthly Energy Profile – Streetlights

94



BASELINE YEAR 2019 – Streetlights accounts for approximately 44% of energy bill and 3 % of the consumption

Understanding the Billing

- Energy usage of \$14,222 – approximately 3% of the bill
- Delivery charges of \$406,959 – approximately 97% of the bill

Sportsplex Energy Consumption

95



BASELINE YEAR 2019

The Arena accounts for approximately 30% of total energy consumption of municipal facilities

- Electricity usage of 1,157,543 kWh | Cost of \$159,245 | GHG emission 660 tons of CO₂ e
- Natural Gas usage of 7,292 GJ | Cost of \$39,732 per year | GHG emission 379 tons of CO₂ e
- Energy usage of 11,459 GJ | Cost of \$198,976 per year | GHG emissions 1,039 tons of CO₂ e

Olds Aquatic Energy Consumption

96



BASELINE YEAR 2019

The Aquatic Center accounts for approximately 36% of total energy consumption of municipal facilities

- Electricity usage of 472,568 kWh | Cost of \$59,594 per year | GHG emissions 250 tons of CO₂ e
- Natural Gas usage of 11,714 GJ | Cost of \$52,706 per year | GHG emissions 586 tons of CO₂ e
- Energy usage of 13,415 GJ | Cost of \$112,300 per year | GHG emissions 836 tons of CO₂ e

On-Site Energy Example – 500 kW Hybrid Solar

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| Project Cost \$1.75 Millions | Rebate Funding \$ 1.4 Millions ~ 80% Cost



BENEFITS:

Aquatic Center 500 kWp Solar System

- Approximately 475,000 kWh per year – 100 % of consumption for year 2019 | Savings of \$35,625 per year
- Simple payback period of 10 years | Discounted payback of 13 years | NPV of approximately \$295,000 with IRR of 11%
- Reduction 271 tons per year in GHG emissions

Electric Vehicle Program

FUNDING SOURCES:

- Municipal Climate Change Action Center (MCCAC)
 - Rebates of \$14,000 per vehicle
 - Rebates of 30% for gator vehicles
- Federal Rebates of \$5,000 per vehicle
- Federal ZEV up to 50% of project costs

Electric Vehicle Program

BENEFITS:

- Savings in OPEX costs
- Reduction in green house gas emissions

EVP Program – Town of Olds

100

illustration | Project Cost \$44,995 | Rebate Funding \$ 19,000 ~ 42% Cost

BENEFITS:

Replace Ford Escape fleet vehicle

- Reduction GHG of 1.30 tons per year
- Net CAPEX of \$25,995
- OPEX saving of \$2,400 per years
- Simple payback of 11 years



EVP Program – Municipality of Jasper

101

Completed March 2021 | Project Cost \$14,500 | MCCAC Funding \$ 4,350 ~ 30%

BENEFITS:

Replaced diesel tractor

- 56% reduction in green house gas emissions
- Low OPEX costs



Electric Vehicle Infrastructure Program

CHARGING STATIONS:

- Zero Emission Vehicle Infrastructure Program (ZEVIP)
 - Federal Government investment of over \$600 millions by 2040
 - Make ZEV more affordable and infrastructure more accessible
 - RFP focusing on public places, on-street, multi-unit residentials, and light-duty vehicle fleets
 - All streams RFP for 2022 is now open until March 2022 (23:59 Eastern Daylight Time)

ZEV Infrastructure Program (ZEVIP)

FUNDING:

Type of Infrastructure	Output	Maximum Funding
Level 2 (208 / 240 V) connectors	3.3 kW to 19.2 kW	Up to 50% of total project costs, to maximum of \$5,000 per connector
Faster Charger	20kW to 49kW	Up to 50% of total project costs, to maximum of \$5,000 per connector
Faster Charger	50kW to 99 kW	Up to 50% of total project costs, to maximum of \$5,000 per connector
Faster Charger	100 kW and above	Up to 50% of total project costs, to maximum of \$5,000 per connector

ZEV Infrastructure Program (ZEVIP)

PROJECT COST ESTIMATES:

Type of Infrastructure	Output	Minimum Project Cost
Level 2 (208 / 240 V) connectors	3.3 kW to 19.2 kW	Budget \$10,000
Faster Charger	20kW to 49kW	Budget \$30,000 for over 15 kW
Faster Charger	50kW to 99 kW	Budget \$100,000 for over 50 kW
Faster Charger	100 kW and above	Budget \$150,000 for over 100 kW

Policy Framework

PATH FORWARD:

- To improve energy efficiency and conservation
- Integrate our energy management program with our overall goals. Including procurements, safety, productivity, quality and environmental compliance
- Continually improve energy efficiency within our operations
- Set energy efficiency targets for facilities, reduce energy usage by 5%.

Thank you



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021
Author: Michelle Jorgensen, Heritage Advisor
Department: Community Services
SUBJECT: Olds Historical Society (OHS) – Mountain View Museum and Archives
Annual Report

COUNCIL DIRECTION

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

BACKGROUND

Donna Erdman, OHS Society Board Chair, will be in attendance as a delegation to provide a presentation to Council.

ATTACHMENTS

1. Olds Historical Society Presentation to Council Report
2. Olds Historical Society Presentation Slides



Elevator Row 49th Ave. Olds AB

Report to Olds Town Council

Sept 7th, 2021

Olds Historical Society

Mountain View Museum & Archives

Olds Historical Society

The Mountain View Museum and Archives are operated by the Olds Historical Society. The Museum is the repository for historical artifacts, archival material, and information that tell the story of Olds and its surrounding area.

Mission

To collect, preserve and provide access to the history, heritage and culture of Olds and District through the operation of the Mountain View Museum and Archives.

KEY SERVICES PROVIDED

- Olds and District Museum
- Mountain View Archives

Background

The Olds Historical Society was founded in 1973, Mountain View Museum opened in 1974, and the Achieves established in 1978. Over the past 40 years it has built a valuable treasure for the Town of Olds and its future citizens.

The historic Alberta Government Telephone building was developed as the museum in the late 1970s. The Town contributed the land, building and 50% of the original capital funding through the provinces municipally administered Major Culture Recreation Facility Grant Program.

In 1978 the Historical Society established archives to be used for research and educational purposes.

Artifacts

The Mountain View Museum Collection consists of artifacts (objects) that relate to the history, heritage and culture of Olds and District. Through the efforts of volunteers and staff artifacts are well-kept and preserved making the museum a destination for residents and visitors of all ages. The intention of the museum operation is to inspire the community to enjoy and understand its heritage.

The Board of the Olds Historical Society consists of seven members at this time and meets monthly on every third Wednesday and holds an Annual General Meeting which is open to the public.

The Accessions Committee meets regularly on the first Tuesday of every month. This Committee, which has been in place for the last six years, determines what items will be added and sometimes removed from the existing collection.

Our main gallery is ever changing with a new theme every 3 to 4 months. These include historical exhibits, art shows and art markets supporting our local artists and seasonal holiday displays.

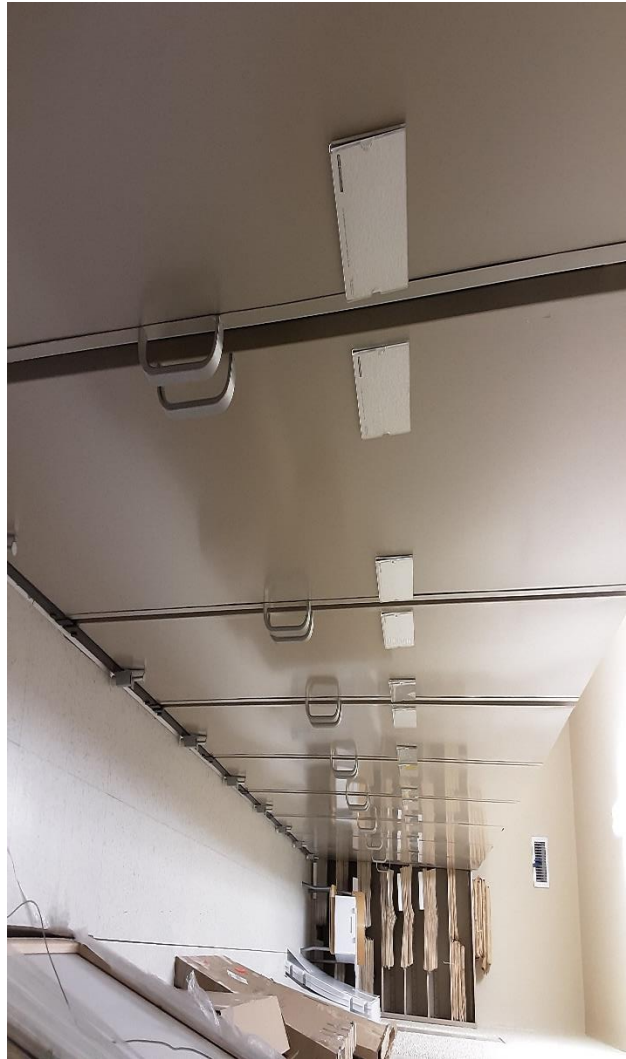
The museum gift shop is open during museum hours and sells items from local artisans and area vendors.

**The Museum is open Tuesday to Friday from 11:00 am to 5:00 pm and
Saturdays from 12:00 pm to 4:00 pm June 1st to the end of August.**

Mountain View Archives

The Mountain View Archives includes textual documents and over 2000 photographs. Documents and photographs that relate directly to Olds and area are included in the collection. These photographs, letters, maps, documents with other related materials are being preserved in the archives.

The Archives are open to the public during regular Museum hours or by appointment. Research services are also available. The Mountain View Archives offers assistance in research and research services, including substantive research and archives photograph duplication services. The Archivist is on duty Wednesday - Friday, 11:00 am – 5:00 pm.



The Archive vault

2020-2021 Highlights

Museum & Gallery

Indigenous Display with Artifacts from the Museum Collection (Oct 2020 and June 2021)

Scary Museum with Artifacts from the Museum Collection (October 2020)

Remembrance Day Display with Artifacts from the Museum Collection (November 2020)

Christmas Show and Sale with local vendors (December 2020)

Summer Programming for kids (July and August 2021)

Lorene Runham Art Show and Sale in the mini art gallery (July and August 2021)

Selling and promoting the “Paint the Barn Red” books (now available in the museum gift shop)

Museum now featuring the 1920’s through exhibits and collection items (ongoing)



The Remains of the Day, soft pastel

Lorene Runham Art show and Sale Ending August 31st

Events

Closed due to Pandemic restrictions from December 18th, 2020 to June 22nd, 2021

Boys and Girls Club Summer programming (July and August)

Volunteer Appreciation BBQ, August 25th, 2021

Community Participation

Town of Olds Council Policies and Priorities Committee Meeting Tuesday, September 7, 2021

Answering questions that people are posting on the website

Halloween Howl

Shop at Gnome

UpTowne membership and attending meetings

Community Showcase

Alberta Culture Days

Statistics

Museum Attendance: Unavailable due to extended closure.

Website Hits: The new website (created in 2019) receives approximately 5 hits per day. We are working on increasing the #'s.

Grants; Four grants were written and submitted, These were the Communities Foundation Enhancement Program grant, UFA Rural Communities Foundation project grant, Chic and Billie Miller grant and Municipal Building Fund grant. A fifth grant is in the process of being written, the AMA Staffing grant. This grant will be submitted for draft review September 10th.

Budget

The funding by the Town of Olds is the major financial contributor to the continuing operation and programming of the Mountain View Museum.



2021 BUDGET APPROVED DECEMBER 9, 2020	
PROJECTED REVENUE	
CARRIED FORWARD SURPLUS 2020	\$22,000.00
COUNTY GRANT	\$6,000.00
TOWN OF OLDS FUNDING	\$50,000.00
ADMISSION BY DONATION	\$200.00
FEES FOR SERVICE	\$100.00
GIFT SHOP REVENUE	\$600.00
AMA OPERATING GRANTS	\$0.00
OTHER GRANTS	\$500.00
DONATIONS OTHER THAN DONATION BOX	\$500.00
MEMBERSHIP SALES	\$100.00
FUND RAISING EVENTS	\$250.00
CASINO REVENUES	\$0.00
BUSINESS AND CORP DONATIONS	\$0.00
REFUNDS (GST, INTEREST, INVESTMENT, ETC.)	\$200.00
TOTALS	\$80,450.00
PROJECTED EXPENSES	
WAGES AND BENEFITS 2 PART TIME STAFF	\$52,500.00
WCB PAYMENT	\$200.00
CONTRACTED BOOK KEEPING	\$1,250.00
ACCOUNTANT (NOTICE TO READER)	\$600.00
BUILDING JANITORIAL MAINTENANCE AND REPAIR & SUPPLIES	\$400.00
TELEPHONE AND INTERNET SERVICE	\$900.00
OFFICE EXPENSES	\$250.00
ADVERTISING	\$1,000.00
PROFESSIONAL MEMBERSHIPS	\$400.00
PROFESSIONAL DEVELOPMENT AND TRAVEL	\$800.00
LIABILITY INSURANCE PREMIUM	\$1,600.00
MATERIAL FOR DISPLAY COLLECTION	\$500.00
MATERIAL FOR ARCHIVAL COLLECTION	\$400.00
GIFT SHOP INVENTORY COSTS	\$500.00
MISCELLANEOUS EXPENSES	\$300.00
PETTY CASH	\$250.00
EVENT COST	\$1,000.00
COMPUTER EXPENSES (HWD & SOFTWARE)	\$500.00
EDUCATIONAL CENTRE DEVELOPMENT	\$10,000.00
LINK BUILDING FUND	\$2,000.00
PROGRAMING	\$1,500.00
OUTDOOR DEVELOPMENT AND MAINTENANCE	\$500.00
SECURITY CAMERA FOR HERITAGE GARDEN	\$1,000.00
TOOLS AND EQUIPMENT	\$500.00
COONFER MEMORIAL PROJECT (RESTRICTED)	\$900.00
INTERNET WEB SITE DEVELOPMENT AND MAINTENANCE	\$450.00
TOTALS	\$80,200.00

DECEMBER 2020

OPPORTUNITIES

Recognized Museum status through Alberta Museums Association

Status has been achieved until 2024

This means that Mountain View Museum and Archives is recognized by the province of Alberta and the Canadian Museums Association as having excellent standards for good governance of a collection and of archival materials.

The Museum is permitted to apply for grants, educational services and advice from the Alberta Museums Association.

The archival and artifact inventory is in the process of being digitized

This will facilitate ease of access to the vast array of historical material housed at the museum and have potential for virtual application.



Wedding dress of Mrs. C.G. Craig, nee Abby Drake. Worn 1885. Donated by Norman Craig

2020-2021 Projects and training

Occupational Health and Safety

Occupational Health and Safety is ongoing and all new rules and regulations that we receive are being adhered to.

Employees and volunteers fill out monthly hazard and control assessment sheets.

Museum safety rules and safety sheets are prominently displayed and monthly safety checks and protocols are in place such as fluffing fire extinguishers and changing furnace filters.

An MSDS book was created and all OHS manuals are located in the main office with the staff and volunteer Safety Board.

First Aid training

Staff is accredited in First Aid and CPR until 2022.

Covid 19 Response

In response to the Covid 19 pandemic the Museum closed its doors March 17th and reopened May 19th, 2020. Then our doors were closed again in December and we were not permitted to reopen until June 22nd of 2021.

Protocols were put in place to reopen to the public safely. These measures included following the guidelines provided by Occupational Health and Safety, the government of Alberta and the Alberta Museums Association.

A hand sanitizing station is in place at the front door of the museum, signs are posted about safety and social distancing.

Only one washroom is available to the public and is sanitized after every use..

Touchable surfaces and door handles are sanitized after every visit and will be until at least December of 2021.

Ongoing Museum Projects

Creation of new displays focusing on the 1920's in Olds.

Collection digitization, cataloguing of collection items and conditioning reports.

Garden project.

Education Centre.

Link Building.

Creation of new displays

The creation of new displays in the museum is an ongoing function of the museum. This allows the museum to show more of the artifacts that are housed in the collection rooms. Each new exhibit showcases either a family of Olds, artifact donors, or a particular theme. The theme at this time is the Roaring 20's in Olds.



Ladies Fashion in the 1920's

Collection Management

Collection digitization

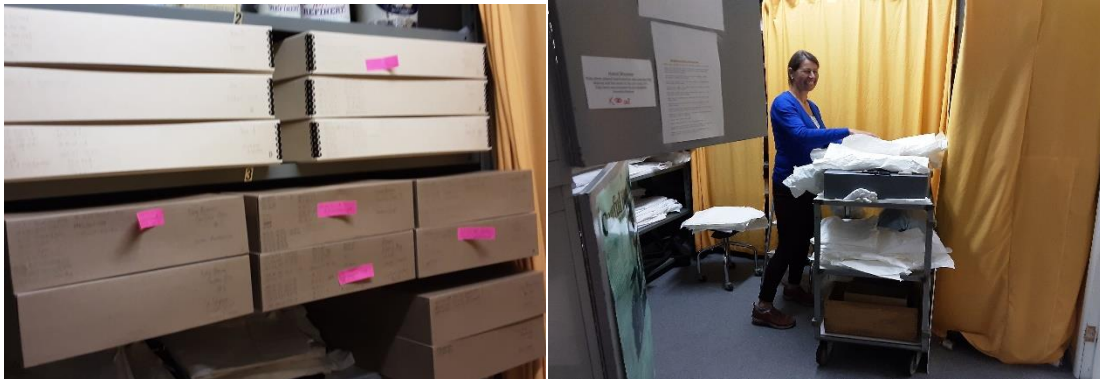
As of this date, we now have over 400 items digitized. The photography for these artifacts is detailed and gives museum staff a clear picture of the condition of these items. It also preserves these items for posterity in an alternate format in case of deterioration or other unforeseen damages. Items from the collection can now be viewed on our website at oldsmuseum.ca.



Every artifact is photographed in several aspects to record all details.

Cataloguing

This is an ongoing project that will be completed when every artifact in the collection has been checked with existing catalogue records, cleaned, repacked and sent through the collections reporting process. The collections assistant is in charge of this project. Since February she has reviewed over 200 textile items.



Condition Reporting

We now have two dedicated volunteers who come in every week and help review the museum's collections reports. These reports are made when an item comes into the museum and is accessioned into the collection. The reports give a description, measurements, and state the condition of the item. These documents had not been recently reviewed. This volunteer project consists of matching the documents to the items, ensuring all items listed are complete, repacking the items and listing their whereabouts.

Garden Project

The garden was stocked with some heritage plants this year. Many perennials and bulbs will be added in the fall. Plant hangers were added along one wall and a herb garden was started. Ongoing weeding and watering is being done by staff. Labels are being created for the plants to provide an educational experience for guests. The garden will be dedicated when the Society deems that it is safe to invite the public.



Garden in 2020



Garden this year with Heritage tomatoes

Educational Center Project

Modern museums are interactive and offer educational experiences to visitors. Since Mountain View Museum is limited as to what we can do in our existing space, we have developed the underused garage space into an Educational Center.

The Goal of the EC is to provide the opportunity to the community to experience aspects of early life not available elsewhere in the Town of Olds. Through demonstration, workshops, classes and displays the public will gain a greater appreciation of the history and heritage of Olds.

This will include programming starting this September that supports the museum's mandate of inclusivity, sustainability and historical education. We will be offering classes such as rope making, bread making, sustainable gardening, canning and preserving, leatherworking, pioneer storytelling, games and more. These classes will be provided by museum staff, volunteers and local artisans.

So far the Museum has taken the following steps towards this goal:

Most of the upgrades planned have now been completed and the EC has been used for summer programming.

Fall and winter classes are being developed.

A pay schedule or honorarium system is being developed to compensate instructors along with costs for classes.

Classes will be advertised in the Town of Olds newsletter, the Albertan, the local radio station along with the museum Facebook and website.

The space will be dedicated on completion at which time the mayor and council along with museum supporters and others will be invited.



Educational Centre 2020



EC to date

The Link Building Project

Although the garage building can be effectively used as an Educational Center, there are drawbacks. These include:

There is no access to the garage without going outside.

The garage does not have plumbing.

Access to washrooms and a water supply is needed.

The cost of putting plumbing in the garage is prohibitive.

As a freestanding building the garage has no security alarm.

The Museum door must be left open for washroom access which leaves the museum unattended for periods of time.

The Olds Historical Society and the Museum propose to solve this problem by creating the Link building. The goal of the Link building is to join the Museum and Educational Center.

The Link Building would allow us to:

- increase our usable space as the EC would become a part of the Museum.
- provide easy and safe access to the EC and our outdoor courtyard which is only accessible through the EC.
- provide additional and needed display space.
- omit the need to plumb and secure the EC.
- provide all weather access to all parts of the Museum.

Project Description

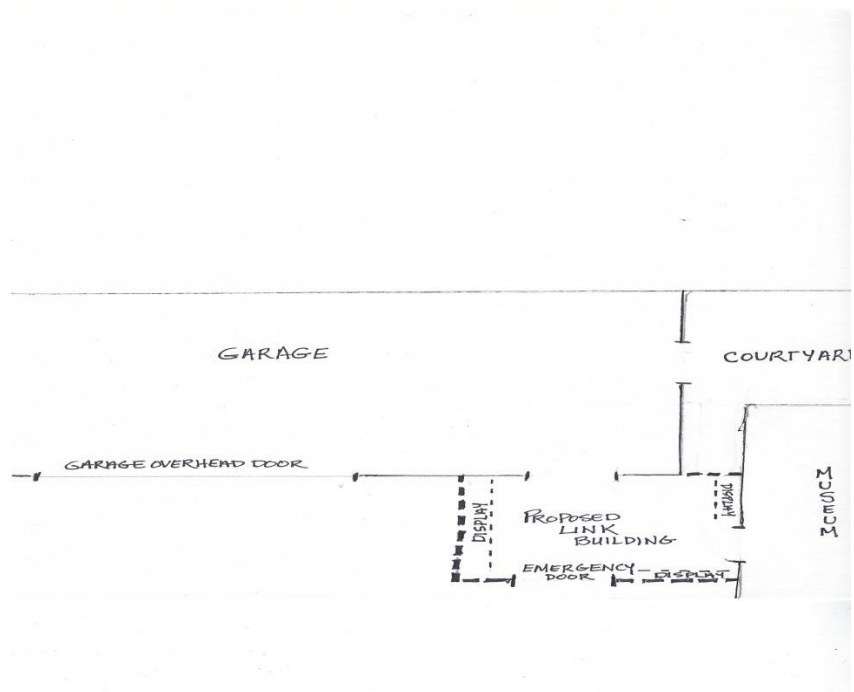
The proposed Link building will include a concrete slab floor that allows for the changes in elevation between buildings and will be wheelchair accessible.

It will have insulated walls, dry walled on the inside and bricked on the outside to match the Museum building.

The interior of the link will have LED lighting and display cases.

The building will have an emergency door with signage and will conform to all building codes and Occupational Health and Safety regulations.

Site for the Proposed Link Building





Alberta Government Telephone Building 1921

Celebrating 100 years in Olds

Respectfully Submitted, September 7th, 2021

Donna Erdman, Chairman

Olds Historical Society



The Mission of the Olds Historical Society is to Collect, Preserve and Provide Access to the History, Heritage and Culture of Olds and District through the Operation of the Mountain View Museum and Archives.



2021 BUDGET APPROVED DECEMBER 9, 2020	
PROJECTED REVENUE	
CARRIED FORWARD SURPLUS 2020	\$22,000.00
COUNTY GRANT	\$6,000.00
TOWN OF OLDS FUNDING	\$50,000.00
ADMISSION BY DONATION	\$200.00
FEES FOR SERVICE	\$100.00
GIFT SHOP REVENUE	\$600.00
AMA OPERATING GRANTS	\$0.00
OTHER GRANTS	\$500.00
DONATIONS OTHER THAN DONATION BOX	\$500.00
MEMBERSHIP SALES	\$100.00
FUND RAISING EVENTS	\$250.00
CASINO REVENUES	\$0.00
BUSINESS AND CORP DONATIONS	\$0.00
REFUNDS (GST, INTEREST, INVESTMENT, ETC.)	\$200.00
TOTALS	\$80,450.00
PROJECTED EXPENSES	
WAGES AND BENEFITS 2 PART TIME STAFF	\$52,500.00
WCB PAYMENT	\$200.00
CONTRACTED BOOK KEEPING	\$1,250.00
ACCOUNTANT (NOTICE TO READER)	\$600.00
BUILDING JANITORIAL MAINTENANCE AND REPAIR & SUPPLIES	\$400.00
TELEPHONE AND INTERNET SERVICE	\$900.00
OFFICE EXPENSES	\$250.00
ADVERTISING	\$1,000.00
PROFESSIONAL MEMBERSHIPS	\$400.00
PROFESSIONAL DEVELOPMENT AND TRAVEL	\$800.00
LIABILITY INSURANCE PREMIUM	\$1,600.00
MATERIAL FOR DISPLAY COLLECTION	\$500.00
MATERIAL FOR ARCHIVAL COLLECTION	\$400.00
GIFT SHOP INVENTORY COSTS	\$500.00
MISCELLANEOUS EXPENSES	\$300.00
PETTY CASH	\$250.00
EVENT COST	\$1,000.00
COMPUTER EXPENSES (HWD & SOFTWARE)	\$500.00
EDUCATIONAL CENTRE DEVELOPMENT	\$10,000.00
LINK BUILDING FUND	\$2,000.00
PROGRAMING	\$1,500.00
OUTDOOR DEVELOPMENT AND MAINTENANCE	\$500.00
SECURITY CAMERA FOR HERITAGE GARDEN	\$1,000.00
TOOLS AND EQUIPMENT	\$500.00
COONFER MEMORIAL PROJECT (RESTRICTED)	\$900.00
INTERNET WEB SITE DEVELOPMENT AND MAINTENANCE	\$450.00
TOTALS	\$80,200.00

DECEMBER 2020

The 1920's in Olds

The Change in Women's Fashion



The Parlors of Olds

Afternoon Teas and Evening Socials



Collections management



Collections management



Garden 2021



Educational Center 2021



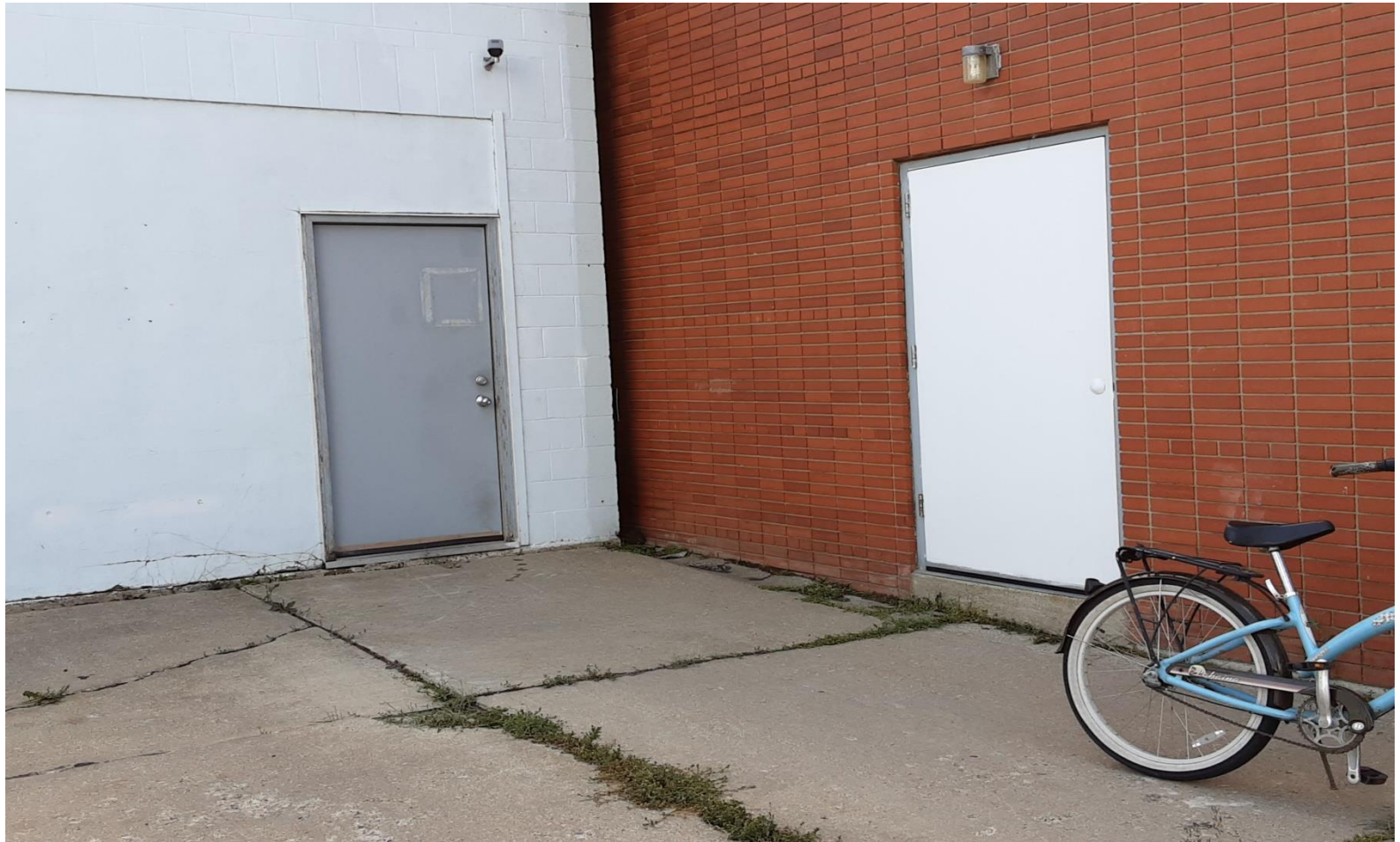
Town of Olds Council Policies and Priorities Committee Meeting Tuesday, September 7, 2021

Educational Center programming¹³⁵

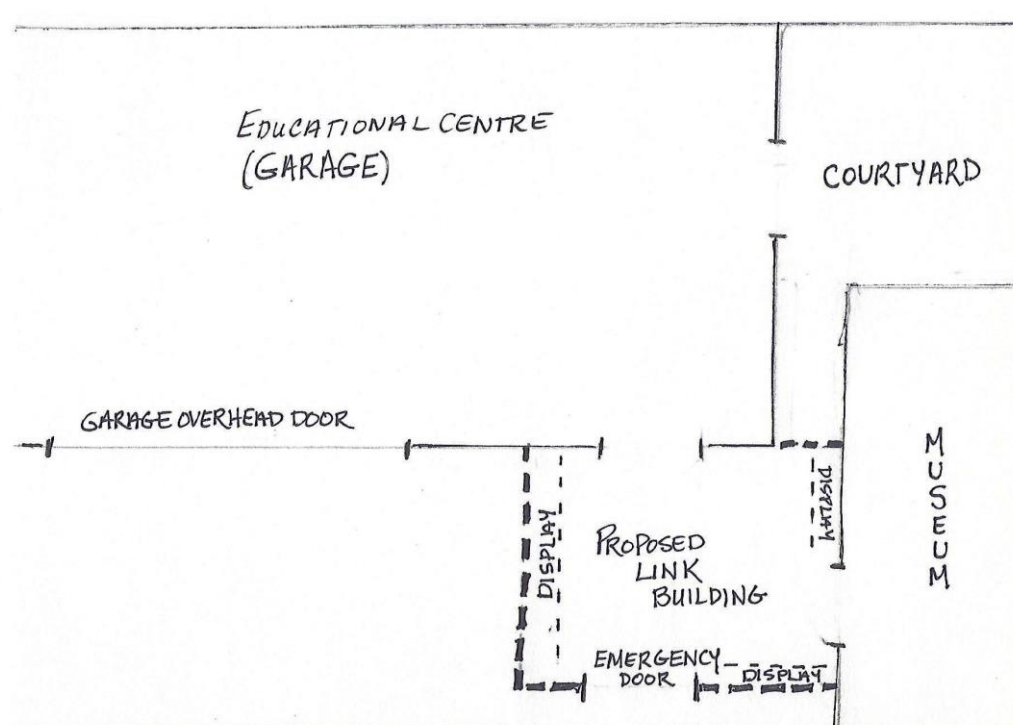
Creating a Family Crest



Link Building site



Proposed Link Building





POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021

Author: Human Resources Manager

Department: Office of the CAO

SUBJECT: Federal Statutory Holiday: National Day for Truth and Reconciliation

COUNCIL DIRECTION

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

BACKGROUND

In Councils 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."*

One of the strategies to accomplish this is identified as item 1.3: *"Update personnel policy to reflect new labor legislation."*

The Government of Canada recently passed Legislation to make September 30th a federal statutory holiday called the National Day for Truth & Reconciliation for federal public servants. "Like all Canadians this day provides an opportunity for each public servant to recognize and commemorate the legacy of residential schools".

While the government of Alberta "encourages all Albertans to reflect on the legacy of residential schools" on September 30th, it is leaving the implementation of a statutory holiday up to individual employers for provincially-regulated industries, such as municipalities.

The Town of Olds currently recognizes the following statutory holidays for all employees:

New Year's Day	Labour Day
Alberta Family Day	Thanksgiving Day
Good Friday	Victoria Day
Canada Day	Remembrance Day
Christmas Day	

Additional General Holidays

Easter Monday

Boxing Day

Heritage Day

Christmas Floater (see below)

The Christmas Floater shall be scheduled to provide employees with time off (inclusive of Saturday and Sunday) of no less than five consecutive days. The day of the Christmas Floater will be determined at least three months in advance to provide adequate notice to staff and the public.

To date, The City of Lethbridge, Town of Innisfail and Town of Canmore have designated National Day for Truth and Reconciliation Day as a general holiday.

The Town of Olds will continue to proclaim September 30 as Orange Shirt Day and recognize it as an important day of remembrance for those who have suffered harm and to honour those lives that were lost at residential schools.

On September 30, the Town of Olds will be lowering its flags to half mast.

May 26, 2021 His Worship Mayor Michael Muzychka signed the Declaration to Join Coalition of Inclusive Municipalities and to be part of UNESCO's international Coalition.



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021
Author: Kelly Lloyd, Policy Advisory Team
Department: Office of the CAO
SUBJECT: Policy 125C Elected Official Budget Plan

COUNCIL DIRECTION

Accept for information and direct administration to bring back to a future regular council meeting.

BACKGROUND

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."*

One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

Upon review, administration has determined that the current Professional Development Policy 126C be split into two policies. The split clarifies Council's responsibility to create a budget plan in proposed policy 125C. The second policy is 126C Elected Official Professional Development, which outlines the parameters of what professional development is, attendance at, and reporting on.

The Elected Official Budget Plan Policy 125C, is presented to Council for discussion.

ATTACHMENTS

1. Elected Official Budget Plan Council Policy 125C



125C Elected Official Budget Plan

Supporting Procedure n/a

Prepared By: Office of the CAO

Council Approval Date:

Effective Date: Immediately

Council Motion No.:

References: Municipal Government Act
Council Code of Conduct Bylaw
Records Management Retention Schedule Bylaw
Council Remuneration and Benefits Policy
Elected Official Professional Development Policy
Elected Official Budget Plan Template

POLICY STATEMENT

The Town of Olds annual operating budget provides funding to support Councillor Operations.

PURPOSE

The purpose of the Elected Official Budget Plan is for individual Elected Officials to identify all of the meetings and professional development they will be attending in the next budget year.

Within the Council operating budget, Councillors are provided with resources through several budget lines:

- Per diems
- Conferences/Conventions and Training
- Travel and Subsistence

SCOPE

This policy applies to all members of **Elected Officials of the** Town of Olds Council. Council members must meet the duties expected of them, as per the Municipal Government Act (MGA), other legislation and Council policies, procedures and bylaws.

- Town of Olds considers it important that Council members, during their tenure, develop a knowledge and awareness of issues pertaining to their mandate of effectively representing their electorate.
- ~~Council recognizes that certain conventions must be available for all Council to attend, while at some conventions, the Town need only be represented by a few Council members.~~

RESPONSIBILITIES

The Chief Administrative Officer (CAO) and/or designate is responsible for ensuring the standards are performed as set out in this policy.

STANDARDS

1. By **October 1st** ~~November 1st~~ of each year, all members of Council are to submit their Elected Official Budget Plan for the next calendar year to the Mayor, for inclusion in the annual budget.
2. For the budget year following an election, Elected Official Budget Plans ~~will~~ **shall** be submitted to the Mayor by February 1st of the budget year.

3. As a whole, Council shall review each plan as part of the budget review process.
4. The Elected Official Budget Plan is to include all meetings, conferences, workshops, strategic planning, orientation and seminars where a remuneration is claimed, and the projected remuneration to be claimed (i.e. 4 hour meeting = \$250.00). When ~~an member of Council~~ Elected Official plans to include their spouse, it must be incorporated in the Elected Official Budget Plan.
5. The Elected Official Budget Plan is to include an unallocated allowance for unscheduled meetings and conferences for the discretionary use of each member of Council.
6. It is recognized that costs associated with each ~~member of Councils'~~ Elected Official's area(s) of responsibility may vary as the year progresses, and that in some cases, a mid-year review of the Elected Official Budget Plan may become necessary, if changes occur.
7. Spending of Elected Official Budget Plans will be presented to Council and posted on the Town of Olds website quarterly.



POLICIES AND PRIORITIES COMMITTEE REPORT

Date: September 7, 2021
Author: Kelly Lloyd, Policy Advisory Team
Department: Office of the CAO
SUBJECT: Policy 126C Elected Official Professional Development

COUNCIL DIRECTION

Accept for information and direct administration to bring back to a future regular council meeting.

BACKGROUND

In Councils 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."*

One of the strategies to accomplish this is identified as item 1.4: *"Develop a strategic, comprehensive review of all by-laws and policies over the next four years."*

Upon review, administration has determined that the current Professional Development Policy 126C be split into two policies. The split clarifies Council's responsibility to create a budget plan in proposed policy 125C. The second policy is 126C Elected Official Professional Development, which outlines the parameters of what professional development is, attendance at, and reporting on.

The Elected Official Professional Development Policy 126C, is presented to Council for discussion.

ATTACHMENTS

1. Elected Official Professional Development Council Policy 126C



126C
Elected Official Professional Development

Prepared By: Office of the CAO

Council Approval Date:

Effective Date: Immediately

Council Motion No.:

References: Municipal Government Act
Council Code of Conduct Bylaw
Council Remuneration and Benefits Policy
Budget Adjustment Policy
Records Management Retention Schedule Bylaw

POLICY STATEMENT

The Town of Olds encourages and supports participation and attendance of Council at annual conventions, conferences, seminars and other Professional Development during their tenure.

PURPOSE

The purpose of this policy is to outline the parameters for Council **all Elected Officials** in order to attend Professional Development sessions, which support their role.

DEFINITIONS

"Professional Development" means annual conventions, conferences, courses, seminars, workshops, orientation and other training.

"Professional Development Plan" includes identified training needs to become more adept in the performance of professional duties.

SCOPE

This policy applies to all **Elected Officials** members of the Town of Olds Council. Council members **Elected Officials** must meet the duties expected of them as per the Municipal Government Act (MGA), other legislation and Council policies, procedures and bylaws.

- Town of Olds considers it important that Council members **Elected Officials**, during their tenure, develop a knowledge and awareness of issues pertaining to their mandate of effectively representing their electorate.
- Council recognizes that certain conventions must be available for all Council **Elected Officials** to attend, while at some conventions, the Town need only be represented by a few Council members **Elected Officials**.

RESPONSIBILITIES

The Chief Administrative Officer (CAO) and/or designate is responsible for ensuring the standards are performed as set out in this policy.

STANDARDS

1. That by November 1st each year, all members of Council are to submit their Professional Development **Elected Official Budget** Plan for the next calendar year to the Mayor, for inclusion in the annual budget. As a whole, Council shall review each plan as part of the budget review process.

- ~~2. The Professional Development Plan is to include all meetings, conferences, workshops, strategic planning, orientation and seminars where a remuneration is claimed, and the projected remuneration to be claimed (i.e. 4 hour meeting = \$250.00). When a member of Council plans to include their spouse, it must be incorporated in the Professional Development Plan. The Professional Development Plan is to include an unallocated allowance for unscheduled meetings and conferences for the discretionary use of each member of Council.~~
- ~~3. Annually, every August, Council as a whole will revisit the Professional Development budget and may choose to reallocate any unused budget out of the entire council budget, if necessary.~~
- ~~4. It is recognized that costs associated with each member of Councils' area(s) of responsibility may vary as the year progresses and that in some cases a mid-year review of the Professional Development Plan may become necessary if changes occur.~~

1) Guidelines Conference Attendance

- a) All Council members **Elected Officials** are entitled to attend the Alberta Urban Municipalities Association (AUMA) Convention & Tradeshow.
- b) The Mayor and up to three Councillors are approved to attend either the spring and/or the fall convention of the Rural Municipalities of Alberta (RMA).
- c) The Mayor is approved to attend the annual conference of the Federation of Canadian Municipalities (FCM) every two years when hosted outside Alberta.
- d) Up to three members of Council **Elected Officials** (excluding the Mayor) are approved to attend FCM conferences and attendance will be completed on a two year rotating basis. All Elected Officials will be permitted to attend FCM when the FCM Conference is held in Alberta.
- e) A maximum of two Council members **Elected Officials** per year, are approved to attend an out-of-province conference/convention, with the exception of the annual conference of the Federation of Canadian Municipalities.

2) Arrangements

- a) Council members **Elected Officials** and administration will attempt to ensure that registration occurs before early incentive registration deadlines (if applicable) upon approval of the Town of Olds operating budget and administration's receipt of **Professional Development Plans Elected Official Budget Plans**.
- b) Administration will attempt to book accommodations for Alberta Urban Municipalities Association (AUMA), Federation of Canadian Municipalities (FCM) and the Rural Municipalities of Alberta (RMA) one year in advance at the host hotel (if available). In cases where there is insufficient lead time to book Councillors into a host hotel, a close alternative will be found.
- c) Council members **Elected Officials** will strive for fiscal responsibility when booking accommodations and travelling. This means standard accommodations and the use of the town vehicle or carpool whenever possible. Travel by commercial carrier such as airlines, rail, taxi or bus may be claimed at the most economical costs of travel where possible. Most economical does not always mean lowest base fare as luggage fees, seat selection fees and air and airport time are also factors.
- d) Council members **Elected Officials** are responsible for all expenses unrelated to the approved professional development session **event**.

- e) ~~Council members~~ **Elected Officials** will be responsible for reimbursing the Town the registration fee(s) for non-attendance unless due to extenuating circumstances as approved by the Mayor.
- f) Per Diems and expenses will be claimed as per Council Policy on Remuneration and Benefits.

Education and Training

- 1) ~~All members of Council shall attend training and orientation session(s) immediately following their election to Council, in order to qualify for appointments to Authorities, Boards, Commissions, and Committees.~~

~~Regional and local municipal training and orientation sessions will be scheduled within ninety (90) days following an election.~~

- 2) ~~The Elected Officials Education Program (EOEP) was developed to provide municipal elected officials with an opportunity to broaden their knowledge and skills, raising the quality of municipal government and enabling those in office to effectively achieve the goals of their community.~~

3) Reporting

- a) ~~Council members~~ **Elected Officials** who attend a convention/conference are expected to provide Council with a report at a Council meeting within a month of event attended.
- b) Convention/conference materials or handouts which are of benefit to all Council **Elected Officials** shall be made available electronically to them.

Approval Date: September 25, 2017
Revision Approval Date: June 8, 2020

Council Resolution No.: 17-364, 17-365, & 17-366
Council Resolution No.: 20-214