



**Regular and Closed Council Meeting Agenda
for Monday, February 24, 2025, at 1:00 p.m.
to be held in Council Chambers at the,
Municipal Office at 4512 – 46 Street, Olds, AB**

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

1. CALL TO ORDER

A.) ADDED ITEM(S)

B.) ADOPTION OF THE AGENDA

2. ADOPTION OF PREVIOUS MINUTES

Page 3 2A) Regular Council Meeting Minutes – February 10, 2025

3. DELEGATIONS AND PRESENTATIONS

Page 6 3A) Protective Services Quarterly Report
Page 14 3B) RCMP Quarterly Report
Page 30 3C) Development Permit DP25-021 for 5720 58 Avenue (Variance)

4. BYLAWS

Page 41 4A) Borrowing Bylaw 2025-04
(Consideration be given for all readings.)

5. NEW BUSINESS

Page 45 5A) Family & Community Support Services 2025 Grant Recommendations
Page 51 5B) Communications Strategy
Page 64 5C) Retail Gap Survey
Page 65 5D) Mountain View Power - Storefront Improvement Program
Page 72 5E) 4818 51 Street - Sale of Property

6. CORRESPONDENCE AND INFORMATION

Page 74 6A) Correspondence and Information

7. REPORTS FROM COUNCIL, BOARDS, COMMITTEES AND COMMISSIONS

Page 82 7A) Reports From Council, Boards, Committees And Commissions

8. CLOSED SESSION

Item #1 FOIP s.20 Disclosure harmful to law enforcement/s.21 Disclosure harmful to intergovernmental relations

RCMP Update - Director Andrew and S/Sgt. Wright

9. ADJOURNMENT

CLOSED SESSION INFORMATION:

When Council goes into a **CLOSED SESSION**, for continued participation in the virtual Council meeting: stay online in the live stream meeting platform, and the meeting stream will be replaced by a graphic. When the graphics are removed, that will indicate that the meeting is ready to reconvene.

PRIOR TO ADOPTION

Minutes of the Town of Olds Regular Council meeting held on Monday, February 10, 2025, at 1:00 p.m. in the Council Chambers, at the Municipal Office at 4512 – 46 Street in Olds, with the public body present at meeting location and was live streamed out.

PRESENT – ELECTED OFFICIALS:

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

ABSENT– ELECTED OFFICIALS:

Councillor Dan Daley,

PRESENT for the Regular meeting of Council – STAFF:

Brent Williams, Chief Administrative Officer; Sheena Linderman, Director of Corporate Services; Guy Lapointe, Director of Community Services; and Chylla Nault, Executive Support- CAO & Council.

1. CALL TO ORDER

Mayor Dahl called the meeting to order at 1:00 p.m.

A.) ADDED ITEM(s)

Nil

B.) ADOPTION OF THE AGENDA

Moved by Councillor Blatz, "to adopt the regular and closed Council meeting agenda as presented for the Monday, February 10, 2025, at 1:00 p.m."

Motion Carried 25-35

2. ADOPTION OF PREVIOUS MINUTES

2A) Regular Council Meeting Minutes

Mayor Dahl confirmed consensus to adopt the:

- *Regular Council Meeting Minutes – January 27, 2025*

The minutes were adopted as presented by consensus of Council.

Motion Carried 25-36

3. DELEGATIONS AND PRESENTATIONS

3A) Hon. Nathan Cooper, MLA

Moved by Councillor Walsh, that Mr. Cooper be thanked for attending the February 10th Regular Council Meeting and speaking to Council."

Motion Carried 25-37

3B) Community Services Quarterly Report

Chief Administrative Officer Brent Williams left the meeting at 1:25pm, Returned at 1:26pm

Moved by Councillor Wilson, that Council accepts the Community Services Quarterly Report as presented for information."

Motion Carried 25-38

4. NEW BUSINESS

4A) Bylaw 2025-01 Repeal Bylaw (Special Events)

Moved by Councillor Blatz, that the Repeal Bylaw 2025-01 be given first reading, as presented."
Motion Carried 25-39

Moved by Councillor Ryan, that the Repeal Bylaw 2025-01 be given second reading, as presented."
Motion Carried 25-40

Moved by Councillor Walsh, that the Repeal Bylaw 2025-01 be given unanimous consent for third reading."
Motion Carried 25-41

Moved by Councillor Wilson, that the Repeal Bylaw 2025-01 be given third reading, as presented."
Motion Carried 25-42

4B) Bylaw 2025-02 Records and Information Management (RIM)

Moved by Councillor Ryan, that Council gives second reading to the Records and Information Management Bylaw 2025-02, as presented."
Motion Carried 25-43

Moved by Councillor Blatz, that Council gives third and final reading to the Records and Information Management Bylaw 2025-02, as presented."
Motion Carried 25- 44

4C) Bylaw 2025-03 Council & Council Committee Procedural Bylaw

Moved by Councillor Ryan, that Council accepts the amended Procedural Bylaw 2025-03 for information and direct the Chief Administrative Officer to obtain a legal review of the bylaw."
Motion Carried 25-45

5. NEW BUSINESS

5A) Committee of the Whole Policy Recommendations

- 131C Family and Community Support Services Policy
- 232C Special Events Policy

Moved by Councillor Walsh, that Council approve Policy 131C Family and Community Support Services, as presented."
Motion Carried 25-46

Moved by Councillor Cummings, that Council approve Policy 232C Special Events, as presented."
Motion Carried 25-47

5B) Tax Exemptions

Moved by Councillor Wilson, that the application for property tax exemption submitted by The Friends of the Grizzlys be accepted for the 2025 taxation year."
Motion Carried 25-48

Moved by Councillor Walsh, that the application for property tax exemption submitted by Mountain View Lodge No 16 AF & AM be accepted for the 2025 taxation year.”

Motion Carried 25-49

6. CORRESPONDENCE AND INFORMATION

6A) Correspondence and Information

Moved by Councillor Ryan, “that the Correspondence and Information Report ending February 10, 2025, be received for information.”

Motion Carried 25-50

7. CHIEF ADMINISTRATIVE OFFICER'S REPORT

7A) Chief Administrative Officer Report

Moved by Councillor Wilson, “that the Chief Administrative Officer Report be accepted for information.”

Motion Carried 25-51

8. ADJOURNMENT

Mayor Dahl adjourned the meeting at 1:47p.m.

Judy Dahl
Mayor

Brent Williams
Chief Administrative Officer

These minutes were approved on the ___ day of February 2025.



Request for Decision

Protective Services Fourth Quarter Report

February 24, 2025

RECOMMENDATION

That Council accepts the Protective Services fourth quarter report as presented.

STRATEGIC ALIGNMENT

Our community is supported and enabled through skillful governance.
Our thriving community is built on strong and collaborative relationships.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

The Protective Services report provides an update on the various areas within the department. Submitted for informational purposes, the report aims to equip stakeholders and key decision makers with a clear and detailed understanding of the department’s recent developments, notable achievements, and the challenges encountered during the quarter.

FINANCIAL CONSIDERATIONS Operating Capital Not Applicable

Details:

KEY MESSAGES

These statistics presented foster a better understanding of the Protective Services Department by highlighting notable achievements, milestones, or challenges the department has met during the quarter.

ATTACHMENTS

1. PS Q4 Report - 2024

Created By: Melanie Lorek	Date: February 18, 2025
CAO Review: Brent Williams	Date: February 19, 2025



Quarterly Report

Q4 2024 - Protective Services

Fire, Municipal Enforcement, and Emergency Management

Fire Statistics

Urban Responses	Q4	YTD	Q4 2023
Fire Response	5	18	1
Medical Response	22	79	26
Motor Vehicle Collision	5	21	3
False Alarm Response	31	108	28
Other	4	32	7
TOTALS	67	258	65

Rural Responses	Q4	YTD	Q3 2023
Fire Response	8	40	2
Medical Response	7	22	9
Motor Vehicle Collision	14	61	25
False Alarm Response	5	12	2
Other	6	18	6
TOTALS	40	153	44

Average Firefighters Per Incident: Urban – 3 & Rural - 6

Firefighter Training Hours		
Q4	YTD	Q4 2023
1,037	3,142	771

Fire Challenges & Accomplishments

Challenges:

- OFD responded to two significant fire incidents in a short period of time prior to Christmas that require substantial resource and support.
- Seeing a substantial number EMS incidents that fire is not required for and as a result adjustments are being made to alleviate the unnecessary calls.

Accomplishments:

- Recruited the 2024/25 fire cadet class both level 1(6) and 2(5).
- Seeing a substantial decline in dollar loss fires in our jurisdiction as well as decreased call outs for residential alarm calls and commercial false alarms.

Municipal Enforcement Statistics



Complaints Received by Dispatch

Q4
Q3

58
86



Incidents Investigated by Officers

91
219



Busiest day of the week

Tuesday
Tuesday



Traffic Related Incidents

36
44



Community Standards Incidents

34
101



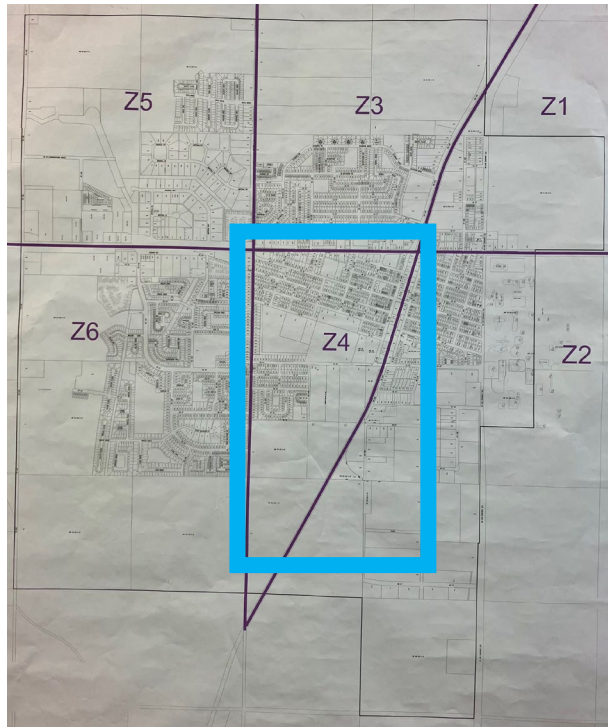
Animal Related Incidents

19
31



Hours spent in Playground Zones

25
19



Area of Town with highest complaints

Zone 4
Zone 2

Zone 4: 57 Ave, Hwy 27, and Railway

Complaints Received by Dispatch	October	November	December	YTD	Q4 2023
Occurrence Reports	33	41	17	515	83
Call Logs	13	7	10	176	36

Number of Tickets Issued in Q4	
Bylaw	40
Provincial	22
Provincial Traffic	7

Municipal Enforcement Challenges & Accomplishments

11

Challenges:

- Seeing continued pressure placed on ME staff from the Judicial system for court appearances and liaison.
- Following up on files pertaining to unsightly premise took time but has netted positive results.

Accomplishments:

- Achieving benchmark of no backlog of complaints to be followed up on (Mid December).
- Have been able to shift more time to proactive enforcement activities.
- Collaborated with RCMP Crime Reduction Unit position to conduct Uptowne visits.
- Parking blitz' in Uptowne conducted and will continue.

Emergency Management Challenges & Accomplishments ¹²

Challenges:

- Limited participation in community emergency preparedness initiative due to competing priorities.
- Difficulty in addressing staffing gaps for emergency training and exercise across regional agencies.

Accomplishments:

- Conducted initial Voyent Alert staff training.
- Hosted ICS 300, Rail 101 & Rail 201 for emergency management team and regional partners.
- Trained drone operators for reconnaissance and damage assessment during emergency situations.

Looking Ahead to Q1 2025

Fire

- Onboarding of recruit class.
- Revised call out for medical assists.
- Business Plan presentation and implementation.
- Revisit of Master plan (2019).

Municipal Enforcement

- Hire and onboard of new CPO.
- Business plan presentation and implementation.
- Continued proactive enforcement activities.

Emergency Management

- Prepare for Spring 2025 full-scale emergency management exercise, focusing on the train derailment scenario.
- Complete staff training and initiate Voyent Alert community sign-ups.
- Roll out school emergency preparedness programs, focusing on interactive engagement with children and educators.



Request for Decision
RCMP Quarterly Report
 February 24, 2025

RECOMMENDATION

That Council accepts the Royal Canadian Mounted Police quarterly report as presented.

STRATEGIC ALIGNMENT

Our community is supported and enabled through skillful governance. Our thriving community is built on strong and collaborative relationships. Sound fiscal practices are balanced with a commitment to prioritizing value for our citizens.

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

S/Sgt. Wright will present the quarterly report to Council as contained in the agenda package.

FINANCIAL CONSIDERATIONS Operating Capital Not Applicable

Details:

KEY MESSAGES

Presenting quarterly statistics to the community promotes accountability, community engagement, and targeted prevention efforts, all of which contribute to enhanced public safety and well-being.

ATTACHMENTS

1. Olds Five Year Municipal Crime Statistics
2. Olds Q3 Municipal Crime Statistics
3. Q3 2024 Olds Municipal Community Report
4. Q3 Community Letter – Town of Olds

Created By: Melanie Lorek	Date: February 18, 2025
CAO Review: Brent Williams	Date: February 19, 2025



Olds Municipal Detachment Crime Statistics (Actual) January to December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		1	0	0	2	0	-100%	-100%	0.0
Sexual Assaults		7	13	13	17	13	86%	-24%	1.6
Other Sexual Offences		5	7	3	8	6	20%	-25%	0.3
Assault		57	73	73	100	69	21%	-31%	5.1
Kidnapping/Hostage/Abduction		0	0	3	3	2	N/A	-33%	0.7
Extortion		2	3	1	8	5	150%	-38%	1.1
Criminal Harassment		19	26	23	39	53	179%	36%	8.1
Uttering Threats		22	29	35	42	28	27%	-33%	2.5
TOTAL PERSONS		113	151	151	219	176	56%	-20%	19.4
Break & Enter		37	48	43	57	27	-27%	-53%	-1.1
Theft of Motor Vehicle		50	39	44	37	29	-42%	-22%	-4.4
Theft Over \$5,000		6	7	12	15	8	33%	-47%	1.2
Theft Under \$5,000		141	124	152	150	125	-11%	-17%	-0.6
Possn Stn Goods		32	15	21	10	11	-66%	10%	-4.7
Fraud		66	56	70	88	96	45%	9%	9.2
Arson		10	1	2	2	2	-80%	0%	-1.5
Mischief - Damage To Property		113	108	113	98	71	-37%	-28%	-9.4
Mischief - Other		42	53	72	68	49	17%	-28%	2.9
TOTAL PROPERTY		497	451	529	525	418	-16%	-20%	-8.4
Offensive Weapons		6	6	10	4	3	-50%	-25%	-0.8
Disturbing the peace		49	44	37	44	43	-12%	-2%	-1.2
Fail to Comply & Breaches		187	212	60	33	23	-88%	-30%	-50.7
OTHER CRIMINAL CODE		22	38	27	25	25	14%	0%	-0.7
TOTAL OTHER CRIMINAL CODE		264	300	134	106	94	-64%	-11%	-53.4
TOTAL CRIMINAL CODE		874	902	814	850	688	-21%	-19%	-42.4



Olds Municipal Detachment Crime Statistics (Actual) January to December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	1	N/A	N/A	0.2
Drug Enforcement - Possession		5	3	7	4	5	0%	25%	0.1
Drug Enforcement - Trafficking		6	5	12	7	6	0%	-14%	0.2
Drug Enforcement - Other		1	1	0	0	0	-100%	N/A	-0.3
Total Drugs		12	9	19	11	12	0%	9%	0.2
Cannabis Enforcement		0	0	1	1	0	N/A	-100%	0.1
Federal - General		6	2	10	7	2	-67%	-71%	-0.3
TOTAL FEDERAL		18	11	30	19	14	-22%	-26%	0.0
Liquor Act		4	10	7	6	6	50%	0%	0.0
Cannabis Act		2	2	1	1	3	50%	200%	0.1
Mental Health Act		93	108	97	104	108	16%	4%	2.6
Other Provincial Stats		145	141	112	134	197	36%	47%	9.7
Total Provincial Stats		244	261	217	245	314	29%	28%	12.4
Municipal By-laws Traffic		6	10	5	3	6	0%	100%	-0.7
Municipal By-laws		76	75	76	72	92	21%	28%	2.9
Total Municipal		82	85	81	75	98	20%	31%	2.2
Fatals		0	0	0	1	0	N/A	-100%	0.1
Injury MVC		24	16	16	16	11	-54%	-31%	-2.6
Property Damage MVC (Reportable)		122	154	138	170	106	-13%	-38%	-1.6
Property Damage MVC (Non Reportable)		13	15	16	38	68	423%	79%	13.3
TOTAL MVC		159	185	170	225	185	16%	-18%	9.2
Roadside Suspension - Alcohol (Prov)		0	21	9	20	14	N/A	-30%	2.7
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		428	510	364	576	807	89%	40%	82.4
Other Traffic		15	11	7	8	8	-47%	0%	-1.7
Criminal Code Traffic		65	66	51	54	36	-45%	-33%	-7.0
Common Police Activities									
False Alarms		64	73	86	57	85	33%	49%	2.6
False/Abandoned 911 Call and 911 Act		54	55	55	46	53	-2%	15%	-1.1
Suspicious Person/Vehicle/Property		118	83	120	98	136	15%	39%	5.1
Persons Reported Missing		15	16	11	16	14	-7%	-13%	-0.2
Search Warrants		2	0	0	0	0	-100%	N/A	-0.4
Spousal Abuse - Survey Code (Reported)		101	86	63	50	44	-56%	-12%	-15.0
Form 10 (MHA) (Reported)		5	7	10	5	4	-20%	-20%	-0.4



Olds Municipal Detachment Crime Statistics (Actual) October - December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	2	0	N/A	-100%	0.2
Sexual Assaults		4	0	3	2	4	0%	100%	0.2
Other Sexual Offences		1	3	2	1	0	-100%	-100%	-0.4
Assault		25	28	25	29	17	-32%	-41%	-1.5
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	2	0	1	1	N/A	0%	0.1
Criminal Harassment		5	4	7	10	13	160%	30%	2.2
Uttering Threats		4	10	15	7	3	-25%	-57%	-0.5
TOTAL PERSONS		39	47	52	52	38	-3%	-27%	0.3
Break & Enter		5	17	9	5	8	60%	60%	-0.6
Theft of Motor Vehicle		17	7	10	7	8	-53%	14%	-1.8
Theft Over \$5,000		1	3	2	5	2	100%	-60%	0.4
Theft Under \$5,000		35	32	34	27	33	-6%	22%	-0.9
Possn Stn Goods		15	5	2	2	2	-87%	0%	-2.9
Fraud		17	16	25	21	21	24%	0%	1.3
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		30	26	24	24	9	-70%	-63%	-4.4
Mischief - Other		12	20	21	10	19	58%	90%	0.4
TOTAL PROPERTY		132	126	127	101	102	-23%	1%	-8.5
Offensive Weapons		2	3	2	2	0	-100%	-100%	-0.5
Disturbing the peace		11	12	7	13	6	-45%	-54%	-0.9
Fail to Comply & Breaches		81	42	9	7	7	-91%	0%	-18.3
OTHER CRIMINAL CODE		9	7	7	8	2	-78%	-75%	-1.3
TOTAL OTHER CRIMINAL CODE		103	64	25	30	15	-85%	-50%	-21.0
TOTAL CRIMINAL CODE		274	237	204	183	155	-43%	-15%	-29.2



Olds Municipal Detachment Crime Statistics (Actual) October - December: 2020 - 2024

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

January 6, 2025

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	1	1	1	1	N/A	0%	0.2
Drug Enforcement - Trafficking		1	4	5	4	0	-100%	-100%	-0.2
Drug Enforcement - Other		1	0	0	0	0	-100%	N/A	-0.2
Total Drugs		2	5	6	5	1	-50%	-80%	-0.2
Cannabis Enforcement		0	0	1	0	0	N/A	N/A	0.0
Federal - General		2	0	5	5	0	-100%	-100%	0.1
TOTAL FEDERAL		4	5	12	10	1	-75%	-90%	-0.1
Liquor Act		0	3	1	1	0	N/A	-100%	-0.2
Cannabis Act		1	0	0	0	1	0%	N/A	0.0
Mental Health Act		26	20	24	18	23	-12%	28%	-0.8
Other Provincial Stats		48	37	28	49	43	-10%	-12%	0.2
Total Provincial Stats		75	60	53	68	67	-11%	-1%	-0.8
Municipal By-laws Traffic		1	5	0	0	3	200%	N/A	-0.1
Municipal By-laws		8	13	15	11	17	113%	55%	1.6
Total Municipal		9	18	15	11	20	122%	82%	1.5
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		5	4	5	2	1	-80%	-50%	-1.0
Property Damage MVC (Reportable)		26	67	36	55	31	19%	-44%	-0.2
Property Damage MVC (Non Reportable)		4	3	6	11	18	350%	64%	3.6
TOTAL MVC		35	74	47	68	50	43%	-26%	2.4
Roadside Suspension - Alcohol (Prov)		0	10	3	7	5	N/A	-29%	0.7
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		111	129	95	208	162	46%	-22%	18.1
Other Traffic		2	5	1	2	1	-50%	-50%	-0.5
Criminal Code Traffic		13	20	9	20	12	-8%	-40%	-0.2
Common Police Activities									
False Alarms		14	17	25	17	32	129%	88%	3.6
False/Abandoned 911 Call and 911 Act		12	18	14	16	9	-25%	-44%	-0.8
Suspicious Person/Vehicle/Property		36	12	31	28	20	-44%	-29%	-1.6
Persons Reported Missing		3	4	3	5	4	33%	-20%	0.3
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		23	31	17	12	14	-39%	17%	-3.7
Form 10 (MHA) (Reported)		3	0	4	1	2	-33%	100%	-0.1



Alberta RCMP - Municipal Policing Report

Detachment Information

Detachment Name

Olds

Detachment Commander

S/Sgt. Warren Wright

Report Date February 11, 2025	Fiscal Year 2024-25	Quarter Q3 (October - December)
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Community Priorities

Priority #1: Property - Theft

Updates and Comments:

On Track.

2024-11-19 a warrant roundup was completed by Olds RCMP. 24 addresses were checked leading to 5 persons arrested and 11 arrest warrants cleared. 9 persons remaining on warrants were determined to have left the area.

2024-12-09 to 13, a joint forces operation was completed in Mountain View County involving the Olds Crime Reduction member and the District CRU team, resulting in the arrest of 2 people and recovery of stolen copper wire.

2024-12-17 to 18, Olds RCMP CRU member and Municipal Enforcement joined together and engaged approximately 30 business in Olds, talking about concerns regarding property crime prevention and mitigation strategies.

Town of Olds

4 offenders were identified as having court enforceable conditions and 32 compliance checks were completed.





Priority #2: Police / Community Relations - Police Visibility

Updates and Comments:

On track.

See Community Consultations as detailed below.

Priority #3: Violence - Violence in relationships

Updates and Comments:

On track.

Efforts to address domestic violence and mental health include:

This Q3 efforts were indirect, through contributing time & energy to raise \$10,000 for a local charity "Olds Christmas Angels" which provide family support throughout the year to low income families or those families who are struggling, thereby reducing/mitigating stress, conflict and disharmony within the families that reside in Olds and surrounding area.

Priority #4: Traffic - Safety (motor vehicles, roads)

Updates and Comments:

On track.

Single member and multiple member proactive traffic enforcement patrols were undertaken during regular scheduled shifts yielding results consistent from the last reporting period in written warnings, traffic tickets and mandatory alcohol screening - immediate roadside sanctions throughout the Detachment area.

2024-12-07 Olds RCMP specifically participated in National Impaired Driving Enforcement operation in the Olds Detachment area. 52 vehicles in a 24 hour period, no criminally impaired drivers were identified.

2024-12-13 Det Commander along with the Olds Fire Department, Olds Municipal Enforcement and CPKC Police provided public safety at the CPKC Christmas Train event in Olds.





Community Consultations

Consultation #1

Date	Meeting Type
October 1, 2024	Community Connection
Topics Discussed	
Fraud Prevention	
Notes/Comments:	
Workshop aimed at seniors at the Kiwanis Manor.	

Consultation #2

Date	Meeting Type
October 31, 2024	Community Connection
Topics Discussed	
Halloween Pedestrian Safety	
Notes/Comments:	
Olds RCMP and Olds Municipal Enforcement conducted interactive patrols through community during trick or treatin hours.	

Consultation #3

Date	Meeting Type
November 4, 2024	Meeting with Elected Officials
Topics Discussed	
Crime Reduction Unit	
Notes/Comments:	
Discussions between Olds RCMP & Town of Olds with neighbouring Didsbury RCMP, Town of Didsbury, Town of Carstairs and Mountain View County about feasibility of making a regional Crime Reduction Unit.	





Consultation #4

Date	Meeting Type
November 5, 2024	Community Connection
Topics Discussed	
School based Remembrance Day Ceremonies	
Notes/Comments:	
Olds RCMP with Olds Fire attended in red serge to Holy Trinity, Elementary, Deer Meadow and High School Remembrance Day Ceremonies held on Nov 5 & 7, 2024.	

Consultation #5

Date	Meeting Type
November 11, 2024	Community Connection
Topics Discussed	
Legion Remembrance Day Ceremony	
Notes/Comments:	
Olds RCMP, Olds Fire and Olds Municipal Enforcement attended in red serge to Legion Remembrance Day Ceremony at High School and Legion lunch afterwards.	

Consultation #6

Date	Meeting Type
November 19, 2024	Community Connection
Topics Discussed	
Role of Police at Emergency Scenes	
Notes/Comments:	
Olds RCMP met with Olds Fire Cadets and presented on the Police's role at emergency scenes.	





Consultation #7

Date	Meeting Type
December 7, 2024	Community Connection
Topics Discussed	
Battle of the Badges	
Notes/Comments:	
Olds RCMP, Olds Fire and Olds College Bronos women's hockey team played a charity hockey game resulting in raising \$3000 for a local charity.	

Consultation #8

Date	Meeting Type
December 9, 2024	Meeting with Elected Officials
Topics Discussed	
Q2 MPSA Policing Report	
Notes/Comments:	
Detachment commander presented Q2 MPSA Policing Report to Mayor, Council and Administration.	

Consultation #9

Date	Meeting Type
December 11, 2024	Community Connection
Topics Discussed	
Fraud Prevention Presentation	
Notes/Comments:	
Presented to seniors, adults and persons with disabilities at Jean's Place in Olds.	





Consultation #10

Date	Meeting Type
December 12, 2024	Community Connection
Topics Discussed	
Fill-A-Boot Charitable Campaign	
Notes/Comments:	
Olds Fire, Olds RCMP and Olds Municipal Enforcement participated in the campaign raising \$7000 from the community which was donated to a local charity.	

Consultation #11

Date	Meeting Type
December 13, 2024	Community Connection
Topics Discussed	
CPKC Holiday Train Visit	
Notes/Comments:	
Olds RCMP, Olds Fire and Olds Municipal Enforcement provided security for the Train's visit, reducing the likelihood of a pedestrian injury.	





Municipal Operations: Human Resources Overview

Staffing Category	Established Positions	Working	Special Leave	Hard Vacancies
Regular Members	11	8	4	1
Detachment Support	3	2	1	0

Notes:

1. Data extracted on December 31, 2024 and is subject to change.
2. Once Regular Members are placed on "Special Leave" (e.g., Maternity/Paternity leave, medical leave more than 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.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the 11 established positions, eight officers are currently working. There are four officers on special leave (three Medical and one Parental). Two of these positions have been backfilled to ensure coverage. There is one hard vacancy at this time.

Detachment Support: Of the three established positions, two resources are currently working. There is one resource on special leave (Leave without Pay). There are no hard vacancies at this time.





Municipal Operations: Financial Overview

Municipal Overview	Fiscal Year-to-Date	Revised Plan at Q3	2024-25 Financial Plan
Detachment Working FTE Levels	8.49 FTE	9.5 FTE	9.5 FTE
Divisionally Pooled Costs (at 100%)	\$ 51,304,740	\$ 74,969,115	\$ 76,688,466
Per Capita Rate (at 100%)	\$ 183,325	\$ 247,097	\$ 247,782
Partner Share of Pooled Costs (at 70%)	\$ 1,090,055	\$ 1,643,193	\$ 1,647,749
Location-Specific Costs	\$ 271,246	\$ 390,000	\$ 478,000
Total Costs after Final Adjustments (at applicable contract share)	\$ 1,352,301	\$ 2,027,156	\$ 2,113,749

Note: For detailed explanations of the terms and types of costs that are included above, please visit the definitions section on the next page.

Comments:

As of Q3, the annual plan for Olds Municipal Detachment is based on 9.5 working members.

The financial figures as identified above reflect divisionally pooled costs as well as a location-specific costs, and are in alignment with your Financial Plan for 2024-25.

RCMP will continue to provide your community with monthly enhanced reporting to support ongoing forecast adjustments and potential invoice revisions. This increased reporting will support ongoing management of policing budgets, while also enhancing transparency and engagement with our partners.

Quarter 3 invoicing for the 2024/25 fiscal year have been distributed. As we approach the end of the calendar year, we will continue to work with your Detachment Commander and community to align forecasts with current expenditures and expected costs, to ensure forecasts are as accurate as possible.





Definitions

Municipal Operations: Human Resources Overview

Term	Definition
FTE Utilization	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.
2024-25 FTE Utilization Plan	Reflects the number of working FTEs planned to be in-place for the current fiscal year.
Revised Plan at Q3	This reflects any adjustments to the planned number of working FTEs, which may vary as hard and soft vacancies fluctuate throughout the year.

Municipal Operations: Financial Overview

Term	Definition
Fiscal Year-to-Date (YTD)	Reflect the actual expenditures that have been processed or working FTE levels to-date. This does not include any financial or human resource transactions that have not yet been processed.
Revised Plan at Q3	Reflects any adjustments to the forecasted spending plan for the relevant category, to better align with realized expenditures throughout the year.
2024-25 Financial Plan	Reflects the initial financial plan set for each category of expenditure for the current fiscal year.
Detachment Working FTE Levels	Reflects the number of working Regular Members (i.e., police officers) anticipated to be in-place for the current fiscal year.
Divisionally Pooled Costs	<p>Reflects the total of all divisionally pooled costs for Alberta municipalities with a population below 15,000. It includes both direct and indirect costs, including but not limited to the cost categories below:</p> <ul style="list-style-type: none"> • Direct Costs: <ul style="list-style-type: none"> ○ Member Pay, including pay for Regular Members, planned and retroactive pay increases, and overtime pay; ○ Operational equipment, including member equipment, informatics, vehicles, and vehicle fit-up; and/or ○ Unit operations, including fuel costs, training, secret expenses, and other operations and maintenance costs. • Indirect Costs: <ul style="list-style-type: none"> ○ Employee Benefits (i.e., Superannuation, Canada Pension Plan, and Employment Insurance); ○ Recruiting operations, Cadet training (at Depot Division), and the Police Dog Service Training Centre;





Term	Definition
	<ul style="list-style-type: none"> ○ Common IT services, including management of the Police Records and Occurrence System; ○ Complaints and accountability mechanisms through the Civilian Review and Complaints Commission for the RCMP, the RCMP External Review Committee, and enhanced reliability and accountability programs; and/or ○ Other divisional and regional administration services.
Per Capita Rate	This is an average cost per member rate determined by pooling applicable costs for Alberta municipalities with a population below 15,000 and dividing the total by the combined working FTE level for those same municipalities.
Partner Share of Pooled Costs	Reflects the portion of the pooled costs that the Contract Partner pays.
Location-Specific Costs	<p>Reflects costs that are specific to location and are not included in the pooled per capita rate. These costs may include:</p> <ul style="list-style-type: none"> ● Accommodation-related costs, for space occupied in RCMP-owned buildings; ● Overtime pay; ● Guarding costs (e.g., with the Corps of Commissionaires); ● Isolated Post Allowances; and/or ● Public Service Employee pay.
Total Costs after Final Adjustments	Reflects the total costs of all expenditure categories including any cost adjustments.





February 11, 2025

Mayor Judy Dahl
Olds, AB

Dear Mayor Judy Dahl,

Please find attached the quarterly Community Policing Report covering the period from October 1st to December 31st, 2024. This report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Olds RCMP detachment.

In the coming weeks and months, we will be engaging with the community and holding town hall meetings as we have done in the past. This will provide us with an opportunity to interact with the community we serve and hear from them directly about what policing issues or priorities they would like our detachment to focus on. I look forward to attending these meetings to connect with our community and will be providing more details as we organize the town hall meetings.

I also want to inform you of the Real Times Operations Centre (RTOC) that is supporting RCMP detachments across Alberta. In October 2022, RTOC was established to optimize our response to incidents around the province. RTOC involves senior police officers monitoring policing operations in real-time, assessing incident risk, coordinating specialized and expert resources, and managing the response. They provide members on the ground with guidance, direction, and support. It is also used to coordinate the deployment of all RCMP resources – federal, provincial, and municipal, both within Alberta and, if required, nationally. The RTOC facility uses cutting-edge technology to provide real time support during emergency situations to RCMP officers across Alberta and is another measure used to enhance public and police officer safety.

I always remain available to discuss your community-identified priorities and any other ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Detachment Commander for your community, I invite you to contact me should you have any questions or concerns.

Best regards,

S/Sgt. Warren Wright
Detachment Commander
Olds RCMP Detachment





Request for Decision

DP25-021 – 5720 58th Avenue – Enclosure of Existing Deck with Variance Rear Yard Setback

February 24, 2025

RECOMMENDATION

That Council approve Development Permit application DP25-021 as presented, subject to the conditions listed in the attached draft Development Permit.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

1. *Municipal Government Act* – Chapter M-26, Part 17, Division 3 Section 623(a) Subject to section 641, a council must by bylaw provide for a development authority to exercise development powers and perform duties on behalf of the municipality.

BACKGROUND

The subject parcel is located at 5720 58th Avenue and is zoned Low Density Residential (R1). The applicant is seeking approval for the concluded works of enclosure of their existing deck while bringing the existing location of the deck into compliance with the Town's rear setback by obtaining a variance.

Because the building requires variances greater than 15% of the prescribed standards, Council is the Development Authority for this application.

As this application does not require circulation to adjacent landowners, neighbouring landowners were not notified prior to presentation of the application.

	Standard Per LUB	Proposed Variance
Rear Yard Setback	6m	4.99m (17%)

The deck was previously legally non-conforming as it was previously located within the setback legally but without any development permit approval. As structural alterations were made to the deck (enclosing the deck), it now requires an updated approval. This change of legal status was noted due to the applicant obtaining a compliance letter from the Town.

FINANCIAL CONSIDERATIONS Operating Capital Not Applicable

Details: N/A

KEY MESSAGES

The Town of Olds supports residents in developing their lots to suit their needs while respecting the community's right to enjoyment of the built environment.

ATTACHMENTS

- 1. Site Context/Aerial Imagery
- 2. Compliance Letter and RPR
- 3. Low Density Residential District excerpt from Land Use Bylaw
- 4. Draft Development Permit 25-021

Created By: Nathan Hill	Date: 2025-02-18
CAO Review: Brent Williams	Date: 2025-02-20





CERTIFICATE OF COMPLIANCE
CC25-04

Property Description: LOT 14, BLOCK 7, PLAN 8111119

5720 58 Avenue

It is hereby certified, subject to the qualifications stated below that:

1. The property described above and shown in the Real Property Report prepared by **SexSmith Surveys Ltd.** dated **January 16, 2025**, is located within the **Low Density Residential (R1)** District of the Town of Olds Land Use Bylaw No. 01-23.
2. The **Detached Dwelling complies** with the yard and setback requirements of the Town of Olds Land Use Bylaw No. 01-23.
3. The **Accessory Building (Shed) does not comply** with the yard and setback requirements of the Town of Olds Land Use Bylaw No. 01-23 because the side and rear yard setback required in this district is 1 metre and the real property report shows a side setback of 0.56 metres and rear setback 0.11 metres. However, the Town does not intend to enforce this requirement at this time.
4. The **Covered Deck does not comply** with the yard and setback requirements of the Town of Olds Land Use Bylaw No. 01-23 because there is no development permit.
5. The **Rear yard deck does not comply** with the yard and setback requirements of the Town of Olds Land Use Bylaw No. 01-23 because the required rear yard set back in this district is 6 metres and the real property report shows a rear yard setback of 4.99 metres.

This Certificate of Compliance is subject to the following qualifications:

1. This letter relies entirely on the Real Property Report (copy attached) supplied by SexSmith Surveys Ltd. January 16, 2025.
2. The Town may not have conducted an inspection of the property.
3. The Town of Olds assumes no responsibility or liability for any inaccuracy, mistake or error of law or fact set forth in this Certificate of Compliance which arises from the information supplied by or on behalf of the applicant.
4. This letter relates only to the land use designation of the parcel and building setback requirements as specified in the Town of Olds Land Use Bylaw. This document does not release the property from any other federal, provincial, or municipal legislation and/or regulation that may pertain to the property.

DATED at the Town of Olds, Alberta,

This 5th day of February 2025



Nathan Hill, Development Officer

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

35

Page 1 of 3

To: Alderic Gerard Cormier and Dorine Marie Cormier
5720 - 58th Avenue
OLDS, Alberta

Re: Lot 14 Block 7 Plan 811 1119

Date of Survey: 16 January, 2025

Date of Title Search: 08 January, 2025

Title No.: 941 284 024

(copy attached hereto)

CERTIFICATION:

I hereby certify that this report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly within those standards and as of the date and of this report, I am of the opinion that:

1. the plan illustrates the boundaries of the property, the improvements as defined in part C, Section 6.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements and rights-of-way affecting the extent of the title to the property;
2. the improvements are entirely within the boundaries of the property;
3. no visible encroachments exist on the property from any improvements situated on an adjoining property;
4. no visible encroachments exist on registered easements or rights-of-way affecting the extent of the property.

PURPOSE

This Report and related plan have been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of a land conveyance, a mortgage application, or a submittal to the municipality for a compliance certificate. Copying is permitted only for the benefit of these parties, and only if the plan remains attached. Where applicable, registered easements and utility rights of way affecting the extent of the Property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report. The attached plan should not be used to establish boundaries (*eg. for fencing*) because of the risk of misinterpretation or measurement error by the user. The information shown on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements, because subsequent development changes on the property will not be reflected on the report.

Dated at High River, Alberta
16 January, 2025

File No. 25-007


Stephen R Hyatt, A.L.S.

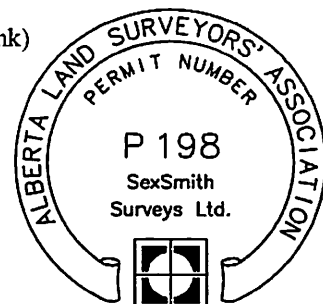
This document is not valid unless it bears an original or digital signature (in blue ink) and a (survey company) permit stamp (in red ink).



SexSmith Surveys Ltd.

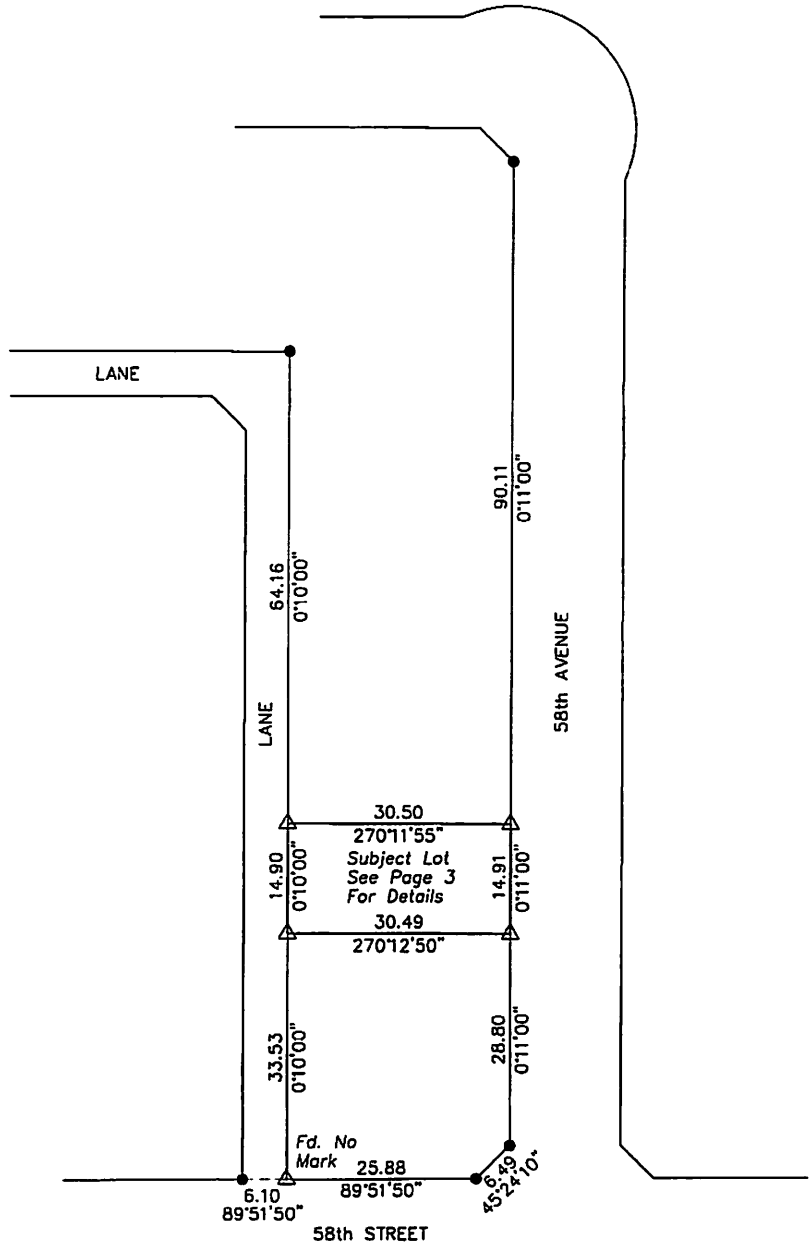
Box 5122, High River, Alberta, T1V 1M3

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ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT - PLAN 36

This plan is page 2 of a Real Property Report and is ineffective if it is detached from page 1 or 3. Page 2 of 3
 Legal Description: Lot 14 Block 7 Plan 811 1119 Civic Address: 5720 - 58th Avenue
 Olds, Alberta



ENCUMBRANCES:

Registration No.	Particulars
811 175 115	Utility Right of Way - Plan 811 1120

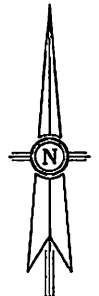
LEGEND:

1. Unless otherwise noted, measurements are made to the extent of the exterior walls
2. Distances are shown in metres and decimals thereof
3. Statutory Iron Posts are shown thus... ●
4. Calculated points are shown thus... △
5. (e) denotes encroachment
6. Eaves are dimensioned to the line of the fascia
7. Unless otherwise noted, fences are shown within 0.20m of Property Lines



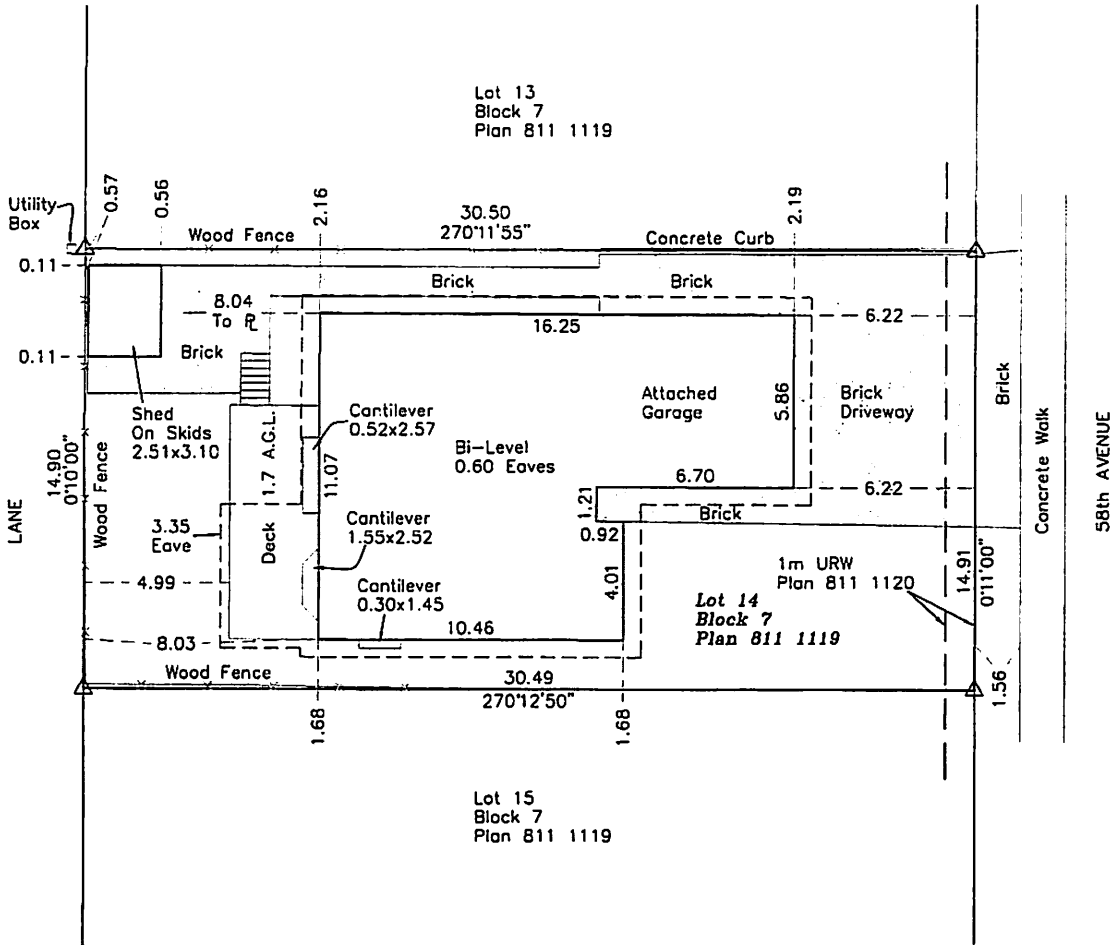
Scale : 1:1000 Drawn: RLJ
 File No. : 25-007

SexSmith Surveys Ltd.
 Box 5122, High River, Alberta, T1V 1M3
 ©Copyright, 2025



ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT - PLAN 37

This plan is page 3 of a Real Property Report and is ineffective if it is detached from page 1 or 2. Page 3 of 3
 Legal Description: Lot 14 Block 7 Plan 811 1119 Civic Address: 5720 - 58th Avenue Olds, Alberta



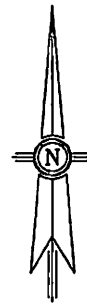
ENCUMBRANCES:

Registration No. Particulars

811 175 115 Utility Right of Way - Plan 811 1120

LEGEND:

1. Unless otherwise noted, measurements are made to the extent of the exterior walls
2. Distances are shown in metres and decimals thereof
3. Statutory Iron Posts are shown thus... ●
4. Calculated points are shown thus... △
5. (e) denotes encroachment
6. Eaves are dimensioned to the line of the fascia
7. Unless otherwise noted, fences are shown within 0.20m of Property Lines



Scale : 1:250 Drawn: RLJ
 File No. : 25-007

SexSmith Surveys Ltd.
 Box 5122, High River, Alberta, T1V 1M3
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SCHEDULE C: LAND USE DISTRICT REGULATIONS**LOW DENSITY RESIDENTIAL DISTRICT (R1)**

General Purpose:	To provide an area for low density residential development in the form of detached dwellings and compatible uses, herein listed, which are connected to the municipal sewer and water systems.	
Permitted Uses:	Accessory residential buildings	
	Day home facility – limited	[2008-07]
	Detached dwellings	
	Home occupations – Class 1	[2008-07]
Discretionary Uses:	Accessory uses	
	Assisted living facility	[2013-12]
	Chicken Coop	[2021-02]
	Day care facility – neighbourhood	[2009-06]
	Duplexes existing at the date of passage of this Land Use Bylaw	
	Emergency shelter	[2013-12]
	Home occupations – Class 2	[2008-07]
	Manufactured homes	
	Mechanized excavation, stripping and grading	
	Murals if affixed to a building containing a public and quasi-public use	[2021-01]
	Parking facilities for uses in this District	
	Parks and playgrounds	
	Public and quasi-public uses	
	Public utility buildings	
	Residential care	[2013-12]
	Secondary Suites	[2009-06]
	Signs	
	Temporary shelter	[2013-12]
	Any use that is similar, in the opinion of the development authority, to the permitted or discretionary uses described above.	

The following regulations apply to detached dwellings and manufactured homes

Minimum Parcel Area:	Interior Parcels 445 m ² (4,844 ft ²) Corner Parcels 500 m ² (5,382 ft ²)
Minimum Front Yard:	6 m (20 ft)
Minimum Side Yard:	1.5 m (5 ft) except where it abuts a road – 3 m (10 ft), or as required in the Alberta Building Code, whichever is greater
Minimum Rear Yard:	6 m (20 ft)
Maximum Parcel Coverage:	55%
Minimum Parcel Frontage:	Interior parcels: 15 m (49 ft.) Corner parcels: 18 m (59 ft.)

The minimum parcel frontage requirement shall only apply in situations of re-subdivision where a new lot is to be created from a portion of an existing lot with an area of less than 0.4 hectares.

[2007-13]

Minimum parcel depth: 30 m (98 ft.)

The minimum parcel depth requirement shall only apply in situations of re-subdivision where a new parcel is being created from a portion of an existing lot with an area of less than 0.4 hectares.

[2007-13]

Minimum Floor Area: 85 m² (915 sq. ft.)

Landscaped Area: The minimum amount of site area to be landscaped shall be the front yard, excluding the front driveway (if applicable). Properties with a side yard abutting a street/boulevard shall also be landscaped.

[2016-02]

Maximum Building Height: 8.5 m (28 ft.)

Utilities: All utility services and all utility wires and conduits shall be installed underground.

Manufactured Home Design: The external appearance of manufactured homes must be acceptable to the development authority having regard to compatibility with other buildings in the vicinity and must have:

1. A minimum roof pitch of 4:12
2. A roof surface of wood or asphalt shingles, clay or concrete tiles, slates or wood shakes
3. A minimum roof overhang or eaves of 0.45 m (1.48 ft) from each external wall
4. A maximum length to width ratio of 3:1
5. A minimum width of 6.7 m (22 ft)
6. A permanent foundation.

Supplementary Regulations: All uses must comply with the regulations in Schedule B and Schedule D.

[2011-01]

Residential Care:

In this district 'residential care' developments are limited to a maximum of 9 residents excluding caregivers or such lower number of residents as stated in a development permit.

[2013-12]

The regulations for all other uses shall be as established in Schedule B.

DEVELOPMENT PERMIT DP25-021

Proposal: Rear Yard Covered Deck with Variance to Rear Yard Setback

Deemed Use: Permitted Use – Residential Addition

Land Use Bylaw Designation: Low Density Residential District (R1)

Civic Address: 5720 58 Avenue

Legal Description: Lot 14, Block 7, Plan 8111119

Applicant / Owner: Alderic G Cormier / Dorine Marie Cormier

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

1. The development must be constructed in accordance with the approved plans and conditions. Any revisions to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority.
2. If the development authorized by a development permit is not commenced within 12 months from the date of issue, nor carried out with reasonable diligence, such permit approval ceases and the permit itself is deemed void, expired, and without effect, unless an extension of this period has been previously granted.
3. The rear yard setback is varied from 6m to 4.99m.
4. The Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw.
5. Use and development of the subject site shall conform to all other applicable requirements of the Town of Olds Land Use Bylaw 01-23 except where a relaxation has been expressly granted.

Nathan Hill, Development Officer, on behalf of Council

Date of Decision: February 24, 2025

Date of Notice in Newspaper: March 4, 2025

Effective Date of Permit: March 17, 2025 (after 3-week appeal period)



Request for Decision

Borrowing Bylaw 2025-04 Line of Credit

February 24, 2025

RECOMMENDATION

That Bylaw 2025-04, being a borrowing bylaw to establish a line of credit with ATB Financial for the purpose of paying operating expenses be introduced and given first reading.

That Bylaw 2025-04, being a borrowing bylaw to establish a line of credit with ATB Financial for the purpose of paying operating expenses be given second reading.

That unanimous consent be given to present Borrowing Bylaw 2025-04 for third reading.

That Bylaw 2025-04, being a borrowing bylaw to establish a line of credit with ATB Financial for the purpose of paying operating expenses be given third reading.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

Municipal Government Act, Section 256 (2): The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

Municipal Government Act, Section 256 (3): A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

BACKGROUND

ATB Financial requires the Town of Olds to renew its borrowing bylaw annually. The \$500,000 line of credit serves as a financial safeguard, ensuring the Town has access to short-term bridge financing for unexpected or emergency expenses. To date, this line of credit has never been used.

This Bylaw would rescind Borrowing Bylaw 2024-02.

FINANCIAL CONSIDERATIONS **Operating** **Capital** **Not Applicable**

If the line of credit is used, any bank fees associated would come from the operating budget.

KEY MESSAGES

This borrowing bylaw ensures that the Town of Olds has access to emergency funding if needed. The line of credit is a proactive financial tool, providing stability and flexibility in unforeseen circumstances.

ATTACHMENTS

1. Borrowing Bylaw 2025-04 Line of Credit

Created By: Rebecca Fox Manager of Finance	Date: February 7, 2025
CAO Review: Brent Williams	Date: February 19, 2025

**TOWN OF OLDS
BYLAW NO. 2025-04**

BEING A BYLAW OF THE TOWN OF OLDS, IN THE PROVINCE OF ALBERTA, AUTHORIZES THE COUNCIL OF THE MUNICIPALITY TO ESTABLISH AN OPERATING LINE OF CREDIT FOR THE PURPOSE OF FINANCING OPERATING EXPENDITURES.

WHEREAS, the Council of the Town of Olds (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of financing operating expenditures;

NOW THEREFORE, pursuant to the provisions of Section 256 of the Municipal Government Act, the Council of the Town of Olds, in the Province of Alberta, enacts as follows:

1. This Bylaw may be cited as the **Line of Credit Borrowing Bylaw**.
2. The Corporation borrow from ATB Financial ("ATB") up to the principal sum of \$500,000 repayable upon demand at a rate of interest per annum from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
 - a. To apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms, and conditions of the loan and security or securities to be given to ATB;
 - b. As security for any money borrowed from ATB
 - i. To execute promissory notes and other negotiable instruments or evidences of debt for such loan and renewals of all such promissory notes and other negotiable instruments or evidences of debt;
 - ii. To give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
 - iii. To execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or furnish to ATB the security or securities required by it.
4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are taxes, reserves and grants.

5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extensions of the term of the loan and in the event that the Council of the Town of Olds decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in Paragraph 2 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation and ATB will not be bound to enquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. Bylaw 2024-02 is hereby repealed.
8. This Bylaw comes into force on the date it is passed.

Read for a first time on the day of , 2025.

Read a second time on the day of , 2025.

Unanimous consent given for third reading given on the day of , 2025.

Read a third and final time on the day of , 2025.

SIGNATURE LINE

Judy Dahl, Mayor

Brent Williams, Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this ____ day of _____, 2025.



Request for Decision
2024 FCSS External Grant Allocation
 February 24, 2025

RECOMMENDATION

That Council approves FCSS grants for 2025 as recommended by the administration.

ORGANIZATION	RECOMMENDED
BGC of Olds and Area	
The Zone Youth Centre Programming	\$20,550.00
After School Programs	\$3,000.00
Summer Programming	\$1,500.00
Babysitter/Home Alone Program	\$1,000.00
	TOTAL - \$26,050.00
Chinooks Edge – YES Program	\$13,335.00
Hope for 4 MV Kids- Volunteer Training and Retention	\$1,300.00
Mountain View Emergency Shelter Society – Outreach and Education Programs	\$5,500.00
Mountain View Regional Libraries – Comic Con	\$1,100.00
Olds & Area Pregnancy Support Centre – Infant Massage Program	\$1,100.00
Mountain View Hospice Society	\$1,750.00
Special Family Voices	\$3,715.00
TOTAL	\$53850.00

STRATEGIC ALIGNMENT

1. Olds thriving community is built on strong and collaborative relationships.
2. Sound fiscal practices will be balanced with a commitment to prioritizing value for citizens.

LEGISLATIVE AUTHORITY

FCSS Provincial Act and Regulations

BACKGROUND

The FCSS program is a cost-share program between the Town of Olds and the Province of Alberta administered through the Department of Human Services. municipality or Metis Settlement chooses whether to sign an annual agreement with the Government of Alberta to jointly fund eligible services. They must provide at least 20% of the joint funding each year and the Alberta government will provide up to 80%.

The Town of Olds FCSS meets with other regional FCSS providers (Mountain View County, Carstairs, Cremona, Didsbury). By coordinating efforts, it ensures that funding duplication across different groups and initiatives is minimized. This prevents resources from being unnecessarily spread thin across similar projects within the region.

Through review of the applications and assessment of community need, the projects recommended for funding are serving an important social preventative purpose in our community. Each application is reviewed by the Community Development Supervisor to ensure it meets the eligibility criteria in the Family and Community Support Services Handbook.

FINANCIAL CONSIDERATIONS Operating Capital Not Applicable

Details:

KEY MESSAGES

The Town of Olds is proud to support local community organizations with \$53,850.00 through the 2025 FCSS Grant Program. These organizations provide preventative social programming that increases the strength of our community.

ATTACHMENTS

- 1. 2025 Program Descriptions

Created by: Heather Dixon	Date: February 19, 2025
CAO Review: Brent Williams	Date: February 19, 2025

TOWN OF OLDS FCSS 2024

Project Descriptions

Group Name	Project Description	Recommended Amount for Funding in 2024
BGC of Olds & Area	<p>The Zone Youth Centre Providing programming at the centre to increase resiliency, self confidence, empathy for others and connection among youth and with other service providers in the community of Olds. Anticipated participants - 100</p>	\$20,550.00
	<p>After School Programs For children 5-12 Years Free program that provides after school care. Children participate in various activities designed to foster social-emotional development and promote leadership skills. Runs Monday to Thursdays during the school year. Anticipated participants – 145</p>	\$3,000.00
	<p>Summer Programming Summer programming takes place in July & August, for children 5-12 & 12-18 years of age. These programs give children and youth an opportunity to connect with their peers, in a fun, engaging and inclusive environment. Both of our summer programs aim at developing attendees' capacity to make healthy choices, engage in positive behaviours, practice leadership skills, connect with their community and build meaningful relationships. Anticipated participants - 125</p>	\$1,500.00
	<p>Home Alone / Babysitting Course These programs foster the development of life skills and social responsibility through fun and interactive training. This training will take place at the Zone Youth Centre. Anticipated participants - 55</p>	\$1,000.00
	<p>Total Recommendation for BGC of Olds and Area</p>	\$26,050.00

<p>Chinooks Edge School Division -Youth Empowerment and Support Program (YES)</p>	<p>Social Emotional Learning (SEL) for Olds Elementary, Deer Meadow School and Olds High School. Kindergarten – Grade 8 – minimum of 10 lessons per classroom to create common language around mental health issues, such as: - how to identify and manage strong feelings -cope with and overcome challenges -develop self-regulation skills -develop empathy for others -develop healthy problem solving and responsible decision-making skills - manage peer conflict.</p> <p>YES, also provides support in smaller targeted groups at lunch, after school and when the schools are closed, as well as throughout the summer. Anticipated number of participants: 1194</p>	<p>\$13,335.00</p>
<p>Hope 4 MVC Kids Society</p>	<p>Volunteer Training and Retention FCSS funding can be used to increase the community’s knowledge of the services that Hope for MVC Kids offers. This community group support parents and families with children in medical need. Anticipated number of participants: 15</p>	<p>\$1,300.00</p>
<p>Mountain View Emergency Shelter</p>	<p>Community Outreach and Education Community Outreach in Olds: The main office of MVESS is located in the Community Connection Centre in Olds and is open for drop in or appointments on Mondays, Tuesdays, Wednesdays and Fridays. Anticipated Group Programs: All programs are FREE, and childcare can be provided if required.</p> <p>1x - H.E.A.R.T Program (adults): This is a FREE 6-week creative healing journey designed to help women rediscover themselves through different forms of creativity, art, self-awareness, and self-exploration. We will learn about Gratitude, Building Resilience, Self-Love and Self Esteem, Releasing Guilt and Shame and Mindfulness.</p>	<p>\$5,500.00</p>

	<p>1x - Building Better Boundaries (adults): develop boundaries, strengthen existing boundaries, understand why they are so important and how they can help you with your current relationships, along with much more...</p> <p>1x – Grief Recovery Method (adults): 8-week program with a Certified Grief Recovery Specialist that explores the Action Program for Moving Beyond Grief. Specially formulated for anyone dealing in loss/trauma and wanting to move on.</p> <p>1x- Finding our Voices: A 6-week group program that focuses on issues related to self-esteem and the importance of effective communication. Participants share their experiences and learn from each other. Topics include self-image, shame, compassion and the significance of healthy relationships – both with ourselves and others.</p> <p>1x- Beautiful Me (youth specific): Beautiful me is an educational self-esteem program for youth identifying as female.</p> <p>1x- Financial Literacy – ONLINE ONLY</p> <p>Anticipated number of participants: 70</p>	
Mountain View Regional Libraries	<p>Comic Con</p> <p>An event planned by the local MV regional libraries that promotes community members to connect with people who share their interests and hobbies to build their connections and improve community wellbeing. Bringing people together over their shared interest will allow them to build their sense of community and increase their sense of belonging. Anticipated number of participants: 100</p>	\$1,100.00
Olds & Area Pregnancy Care Support Centre	<p>Infant Massage Class</p> <p>Research shows that infant massage increases attachment and bond between parents and babies, building positive relationships and connections</p>	\$1,100.00
Mountain View Hospice Society	<p>Nav Care Training for Volunteers</p> <p>Volunteer training for the Nav-CARE (Navigation: Connecting, Advocating, Resourcing, Engaging), program which is offered at no cost that supports people living with declining health to live well at home for as long as possible.</p> <p>Anticipated number of participants: 20</p>	\$1,750.00

Olds & District Special Family Voices	Inclusive Community Connections for Persons with Disabilities Bi-weekly events for families who manage care of their children with disabilities and adults who live with a disability to participate in community activities that promote inclusion of diverse abilities, provide social engagement, and help build relationships. Anticipated number of participants: 55	\$3,715.00
RECOMMENDATION TOTAL : \$53,850.00		



Request for Decision
Communications Strategy
February 24, 2025

RECOMMENDATION

That Council accepts the Communications Strategy as information.

STRATEGIC ALIGNMENT

Residents and Town staff actively communicate and engage with Council through open dialogue.

LEGISLATIVE AUTHORITY

Municipal Government Act
Town of Olds Strategic Plan

BACKGROUND

The Town of Olds is committed to fostering a culture of communication that is transparent, collaborative, and inclusive. Effective communication is not the responsibility of a single department but a shared commitment across the entire organization. By prioritizing clear and timely messaging, the Town aims to build trust, strengthen relationships, and enhance teamwork among staff, Council, and the community.

The proposed Communications Strategy ensures that all employees and leadership have the tools and information they need to engage meaningfully with residents and stakeholders, reinforcing the Town’s reputation as an authoritative and engaged community partner.

This strategy is guided by three key goals:

First, it seeks to strengthen connections between citizens, Council, and staff by implementing robust feedback processes and ensuring that when community input is sought, it is used to help inform decision-making.

Second, it enhances internal awareness and alignment by equipping employees and leadership with the knowledge and resources needed to effectively represent the Town’s initiatives and priorities.

Lastly, the strategy focuses on strengthening community engagement by creating meaningful opportunities for public participation, fostering trust, and building lasting partnerships.

Through these efforts, the Town of Olds aims to create an open, informed, and engaged municipal environment that serves the needs of its residents and workforce.

FINANCIAL CONSIDERATIONS Operating Capital Not Applicable

KEY MESSAGES

The new Communications Strategy gives employees and leaders the tools, guidelines and information they need to connect effectively with residents and community partners, strengthening the Town's reputation as a trusted and engaged organization.

ATTACHMENTS

1. Interdepartmental Communications Flow
2. 2025 Communications Strategy for Council

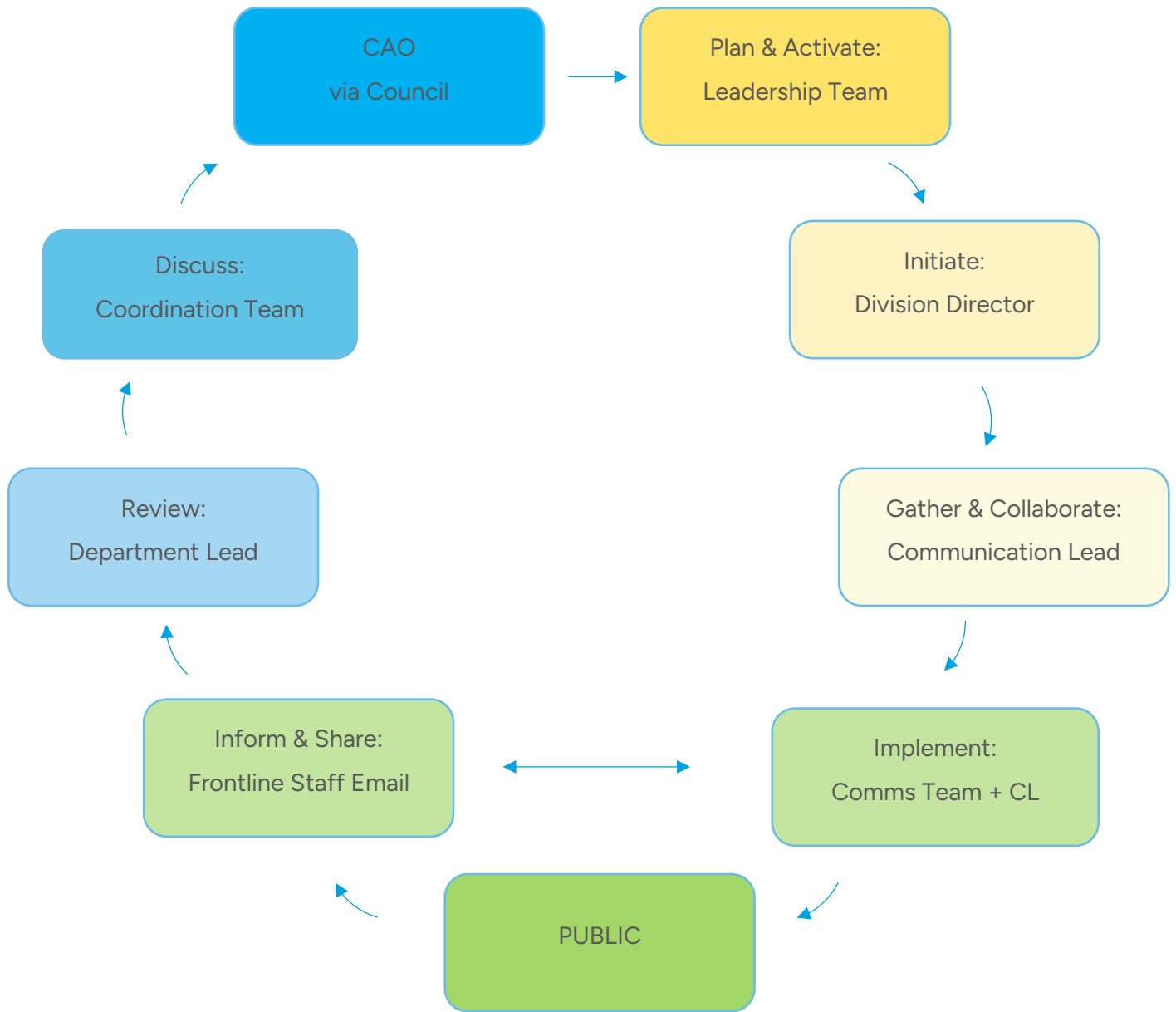
Created By:	Guy Lapointe	Date: February 20, 2025
CAO Review:	Brent Williams	Date: February 20, 2025

Key Roles and Important Terms:

Group	Includes	Role in Communications Flow
Leadership Team (LT)	Division Directors	Accountable for department communication strategies, decisions, and rollout of initiatives.
Coordinating Team (CT)	Departmental Leads	Coordinates resource allocation, department impact, success of rollout.
Department Lead	Manager or supervisor - highest level in department	Responsible for ensuring all communication for department is shared within department.
Communication Lead (CL)	<i>Formerly Project Lead, identified by LT</i>	Manages all information from department to Public via Communications.
Frontline Staff Distribution List	Staff who interact with the public, all CLs, ASG, PATCH, IT, Comms	Central hub for all information. This group should know about all external communications from Town.
Administrative Support Group (ASG)	All front-desk, phone-answering employees.	Share questions and concerns from the public.
Subject Matter Expert (SME)	Internal or external	Knowledge of specific topics, processes or service.
Stakeholder	Internal or External	Has information about, is impacted by, or is invested in outcome of the rollout.
Communications Coordinator (CC)		Manages Town brand, design, and supports website and social media.
Supervisor - Communications & Engagement		Supports messaging, editing, comms resource management and engagements.

"Rollout" refers to any initiative, event, project, engagement, service level change, software implementation, or campaign for internal or external audience.

Communication Information Flow Overview



Communication Information Flow Process

PLAN & ACTIVATE: LEADERSHIP TEAM MEETING (MONTHLY)

The Division Directors meet to discuss high-level strategic issues that require communications support, including:

- Personnel-related items
- Safety and learning opportunities
- Significant communication strategy output decisions

INITIATE: Division Director Actions:

- Director of Community Services informs the Communications Supervisor of upcoming communication rollouts.
- Division Director initiates project. Provides direction, timeline and required action to Communication Lead.
- Director of Community Services manages follow-up with the Division Director, as needed.

GATHER & COLLABORATE: Communication Lead Actions:

- Gathers key information from SME or other internal and external stakeholders.
- Responsible for sharing information from department to Comms.
- Sets up meeting with Communications to establish timeline, messaging, and media needs.
- Prepares draft information for public (website, press release): supported and edited by Comms, approved by LT.
- Post Rollout: Provides ongoing updates and answers.

IMPLEMENT: Communications Team Actions:

- Editing and design following brand standards.
- Posts to or edits for external media (website, social)
- Shares with traditional media.
- Shares with Council, All-Staff, Frontline Staff, Leadership

INFORM & SHARE: FRONTLINE STAFF DISTRIBUTION EMAIL

Actions:

- ASG, Public Staff, Comms Coordinator → Share questions, comments, missing information from the public for consistent and accurate responses to Communications@olds.ca
- Communications Leads → With Comms Coordinator, updates website, social media (as assigned), shares within department
- Communications Supervisor → updates Frontline Staff & Council.
- IT/SharePoint → posts to PATCH

REVIEW & DISCUSS: CT MEETING (MONTHLY)

Department Lead Actions:

- Identify impact of rollout on team or resources on department/staff.
- Document feedback and learnings to improve for future rollouts.
- Shared with CT to review the success of rollout.

Coordination Team Actions:

- Review impact of decisions made at Council meetings on Department(s).
- Discuss noteworthy items as per LT direction.
- Review past rollout successes and learnings. Discuss upcoming rollouts (internal and external).
- Coordinate policy and document reviews.
- Provide LT with feedback and learnings via meeting minutes.



COMMUNICATIONS STRATEGY

Prepared by:

Jill Toellner - Supervisor – Communications & Engagement

Guy Lapointe - Director of Community Services

A Culture of Communication

A culture of communications means that effective communication is not the responsibility of a single department but a shared commitment across the entire organization. It recognizes that clear, collaborative, and transparent communication builds trust, fosters teamwork, and strengthens relationships with both staff and the community.

Shared Responsibility

Communication is a collective responsibility. Every division, department, and individual contributes to a consistent and unified voice. This strategy emphasizes strong systems, clear roles, and effective leadership to support seamless internal and external communication.

Transparency Builds Trust

Trust begins with openness. This strategy supports transparent, two-way communication with citizens and staff. It prioritizes listening, delivering clear and relevant information, and building confidence through reliable and consistent messaging. By focusing on these principles, the Town of Olds will encourage a commitment to effective communication throughout the organization and strengthen its relationship with its stakeholders.

Consistent & Reusable Messaging

Communication is not one-and-done. Every message should reinforce key priorities and be adaptable across multiple projects and platforms. This approach maximizes impact, ensuring alignment with organizational goals while extending reach and engagement.

Collaborative Expertise

Strong communication requires teamwork. The Communications and Engagement Department provides strategic guidance, messaging expertise, and platform knowledge, while subject matter experts contribute the details and insights that make messaging accurate and relevant.

Together, these groups create communications that are clear, effective, and aligned with the town's priorities.

Engagement & Feedback

Effective communication is a two-way street. The public participation level in the organization's decision-making process is well understood and utilizes a common language. This will establish clear expectations for engagement and help provide a solid structure for Council, staff and citizen interaction. Procedures will be in place to communicate how feedback is used, supporting transparency in Council decisions and providing timely updates to the public.

Guiding Principles for Internal Communication

The Town's internal communication strategy empowers teams to take ownership of their messaging, ensuring all staff and Council are informed through clear and timely updates, which will foster collaboration across the organization.

Empowerment: Everyone Plays a Role

- Each team shares their information and updates internally and externally as needed.
- Teams take ownership of their communication while aligning with organizational standards.
- Training and resources are provided to ensure staff feel confident in their role as communicators.

Informed: Clear and Timely Updates

- Communication is proactive, ensuring the organization is properly prepared for changes and rollouts.
- Key information is gathered, verified, and shared through established channels.
- Consistent updates allow all staff and Council to stay informed about relevant initiatives.

Connection: Collaboration Across the Organization

- Communication encourages meaningful collaboration between departments.
- Feedback is gathered, discussed, and incorporated to strengthen internal processes.
- A shared understanding of goals ensures organizational alignment.

Guiding Principles for External Communication

The Town is dedicated to building and maintaining a reputation as a transparent, authoritative, and engaged community partner as well as a proactive internal resource for employees.

Accessible: Citizen-Centered

- Public messages are directed to our residents, not the organization.
- Information is shared at the right time in the right place
- We communicate in a simple, clear way, using plain language to promote understanding.
- Communication is logical, predictable, and easy to find.

Transparent: Clear Data, Clear Criteria

- We have recent and reliable data related to this decision.
- Context to the logic around this decision has been clearly shared.
- Historical context to explain why this decision is being made and why now.
- We are transparent with how tax dollars are utilized or how investments are made.

Authentic: Appropriately Engaged

- We will actively keep the community informed on decisions made.
- Projects are shared with internal and external stakeholders.
- When feedback is requested, it is acted upon.
- Impacted parties are engaged before and after project.

Role of Communications & Engagement Department

Strategic Communication Leadership

- Develop communication strategies and policies aligned with Council's strategic plan and vision.
- Oversee the creation and management of communications materials, including news releases, key messages, website content, newsletters, brochures, and social media.
- Supports positive relationships with media, key partners, and stakeholders to advance positive and effective communication.

Advance Professional Standards

- Implements communication strategies and policies aligned with Council's strategic vision.
- Reviews and approves external-facing materials to maintain a consistent tone and professionalism.
- Provides guidance and support to staff to promote cohesive and impactful communication.

Issues Management & Support

- Monitors issues impacting the Town of Olds and provides professional advice and solutions.
- Develops communication responses, strategies, and tools to address emerging challenges.
- Advises the Chief Administrative Officer and senior management.

Unified Voice and Brand Management

- Manages the Town's social media presence and website to support accurate, timely, and engaging content.
- Maintains the Town's brand, voice, and visual identity, ensuring consistency across all platforms.

Organizational Communications Goals

Goal One: Connect Citizens, Council, and Staff

Identify public issues, staff concerns, and community interests through feedback processes and strong internal communications systems. Ensure the community and staff know their

feedback is valuable, and how it's used to make decisions. Ensure timely and transparent communication across all levels.

ACTIONS

1. Share timely updates with Council, staff, and citizens.
2. Advance the website as the primary hub for Town information.
3. Develop clear procedures to support consistent and effective communications practices.
4. Designate and train spokespeople for specific topics and clarify roles to Council and staff.
5. Provide staff with information and updates on key issues before engaging with citizens.
6. Establish practical guidelines for prompt, quality responses to citizen inquiries.
7. Optimize Town social media use for transparency, clarity, and responsiveness.

TOOLS UTILIZED

- Internal distribution lists, Partnership Portal (February 2025), Communications Policy review (March 2025), new website deployment (July 2025), Internal Communications Process (December 2024), Social Media Strategy (September 2025)

Goal Two: Enhance Internal Awareness and Alignment

Empower staff and Council with the knowledge and tools they need to stay informed and aligned, ensuring they can effectively represent and communicate the Town's activities and priorities.

ACTIONS

1. Share Council Highlights feature with all staff to improve awareness of decisions and priorities.
2. Release a monthly Chief Administrative Officer internal message to engage and inform staff.
3. Provide Council with quarterly updates from each division.
4. Use the intranet to store and share important internal Town news, projects, and updates.
5. Foster efficient and effective relationships with local and regional media.

6. Create standardized branding and templates to ensure consistent and professional communication across all levels.

TOOLS UTILIZED

- Annual Report, Annual Financial Update, Council Highlights, The Patch (intranet portal), Quarterly divisional updates, media releases, strategic initiatives, brand standards

Goal Three: Strengthen Community Engagement Efforts

Improve the quality of community engagement through meaningful opportunities for public feedback and trust building partnerships.

ACTIONS

1. Establish an annual engagement plan for Council approval.
2. Align engagement activities with major public events to maximize participation.
3. Use one to three topic-specific surveys to consult with the public, focusing on two to three key issues annually. Ensure clear and timely information release for municipal election timelines and candidate requirements.
4. Introduce an annual campaign to raise awareness about local government, including services provided and opportunities to participate.
5. Develop and build partnerships that provide resources and information to new citizens and youth.

TOOLS UTILIZED

- Budget Survey, Coffee with Council, Event-specific Social Media Channels, Municipal Minute, Election advertising, Council Strategic Plan, Public Engagement Plan (March 2025)



Request for Decision
Retail Gap Survey
February 24, 2025

RECOMMENDATION

That Council accepts the Retail Gap Survey presentation, as information.

STRATEGIC ALIGNMENT

Our thriving community is built on strong and collaborative relationships.

LEGISLATIVE AUTHORITY

- N/A

BACKGROUND

The Commercial Gap Analysis was commissioned in 2024 with support from the Northern and Rural Economic Development grant. It is being presented today for information but also to highlight the important work the Town has done and will do that support existing businesses and attract new enterprise.

FINANCIAL CONSIDERATIONS Operating Capital Not Applicable

Details: N/A

KEY MESSAGES

The Commercial Gap Analysis is a professional analysis into the retail landscape of Olds. It offers valuable data and recommendations on supporting small business and attracting new business. It also confirms many of the initiatives Council has led to support economic growth in the Town.

ATTACHMENTS

- **PowerPoint Presentation will be provided at the meeting.**

Created By:	Brent Williams	Date: 20 February 2025
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Request for Decision

Mountain View Power – Storefront Improvement Program

February 24, 2025

RECOMMENDATION

That Council accepts the Mountain View Power - Storefront Improvement Program presentation, as information.

STRATEGIC ALIGNMENT

Our thriving community is built on strong and collaborative relationships.

LEGISLATIVE AUTHORITY

Town bylaws and policies

BACKGROUND

The Mountain View Power Storefront Beautification Grant aims to assist local businesses in improving their storefronts, contributing to a more attractive and inviting commercial district. This initiative aligns with the recent Retail Gap Analysis which found that Uptowne Olds area plays a key role in bringing people together, encouraging social connections, and strengthening community involvement. improving curb appeal and increasing pedestrian traffic.

The proposed grant would provide financial assistance for eligible exterior improvements, including but not limited to:

- Façade painting and repairs
- Signage enhancements
- Lighting improvements
- Window and door upgrades
- Landscaping and decorative elements

FINANCIAL CONSIDERATIONS **Operating** **Capital** **Not Applicable**

Details: The program will be funded through Mountain View Power, with a total budget allocation of **\$20,000**, allowing up to **\$3,000 per business** on an approved-application basis.

KEY MESSAGES

The Mountain View Power Storefront Beautification Grant is a new initiative aimed at supporting local businesses in enhancing their storefronts and revitalizing our commercial districts. With funding of up to \$3,000 per business and up to a total of \$20,000, this program will help create a more attractive and welcoming environment

for residents, visitors, and businesses alike. Investing in our local businesses means investing in the future of our community.

ATTACHMENTS

PowerPoint presentation included [5D.1\) Storefront Beautification.pptx](#)

Created By: Gary Gaudette	Date: February 20, 2025
CAO Review: Brent Williams	Date: 20 Feb 2025



Storefront Beautification Grant

Overview

- Mountain View Power is launching its Storefront Beautification Program aimed at enhancing the charm and vibrancy of the Uptowne core.
- A total of \$20,000 in funding is available with a maximum of \$3,000 per allocation.
- This initiative is part of Mountain View Power's efforts to support local businesses and create an inviting atmosphere for residents and visitors alike.
- The program is limited to Uptowne Olds to directly address the retail gap analysis priority for revitalization in this area.
- An ad hoc committee comprised of business owners will adjudicate the program.

Program Goals

- Promote the viability of Uptowne retail and commercial businesses.
- Contribute to the quality of life of residents, workers, and visitors to the town.
- Make the Uptowne shopping streets more inviting and interesting places to work and shop; and,
- Build local community and civic pride among the business community and citizens of Olds.

Eligible Improvements

- Propose a project that contributes to the beautification of their storefront, including but not limited to:
 - Fresh paint or visual improvement
 - Updated signage
 - Lighting
 - Exterior walls
 - Awnings/Canopies
 - Landscaping, flower boxes, or planters

Important Dates

- **Application Deadline:** April 1, 2025
- **Award Notification:** April 30, 2025
- **Project Completion Deadline:** October 31, 2025



Request for Decision
4818 51 Street Property
 February 24, 2025

RECOMMENDATION

That Council accept the report on the Town-owned property at 4818 51 Street in Olds, Alberta and direct the Chief Administrative Officer to finalize the property sale agreement.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

Municipal Government Act

BACKGROUND

In December 2024, Council provided direction to the Chief Administrative Officer to advertise the proposed property sale of 4818 51 Street for below market value, as per s. of the Municipal Government Act. This provided the opportunity to petition this decision.

The petition period expired on February 8th, 2025 and no petition was received. Informally, administration had approximately 10 interactions via phone calls, emails, and in-person visits regarding the proposed sale. Roughly half of this contact was opposed to the transaction and the other half was simply curious.

As was outlined previous to Council and in subsequent public communications, administration believes that this transaction is in the best interests of the Town and if successful, will produce several positive outcomes, including \$15-\$20,000 in annual property tax revenue, affordable rental units, additional commercial space, and hopefully spur mixed-use development in East Olds, as envisioned by the East Olds Area Redevelopment Plan.

FINANCIAL CONSIDERATIONS Operating Capital Not Applicable

KEY MESSAGES

The Town of Olds is committed to making the best use of Town owned property. This includes \$1 leases to community groups at the former fire hall, creation of a Men's Shed, listing industrial lands for sale, and partnering with private sector entity to help spur tailored growth in East Olds.

ATTACHMENTS

- Partnership Page: <https://www.olds.ca/partnership>

Created By:	Brent Williams	Date: February 18, 2025
CAO Review:	Brent Williams	Date: February 18, 2025



Request for Decision
Correspondence and Information
 February 24, 2025

RECOMMENDATION

That the Correspondence and Information Report ending February 24, 2025, be received for information.

STRATEGIC ALIGNMENT

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

LEGISLATIVE AUTHORITY

Council Communication Response Policy

BACKGROUND

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

LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:

ITEM #	FROM / TO	REGARDING
A	Municipal Affairs	Joint Use Planning Agreements(JUPA)
B	Municipal Affairs	Letter to Premier Smith GIPOT
C	Chinook’s Edge Scholl Division	Media Release: Superintendent
D	Royal Canadian Mounted Police	Letter requesting 2025/2026 Municipal Policing Priorities

FINANCIAL CONSIDERATIONS Operating Capital Not Applicable

KEY MESSAGES

The Town is dedicated to building and maintaining a reputation as a transparent, authoritative, and engaged partner in the community and internally with employees.

ATTACHMENTS

1. The Correspondence and Information packet is attached.

Created By:	Chylla Nault	Date: January 29 2025
CAO Review:	Brent Williams	Date: January 31 2025



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister**MLA, Calgary-Hays*

February 13, 2025

AR117690

Dear Chief Elected Official:

Joint use and planning agreements (JUPAs) between municipalities and school boards operating within municipal boundaries enable the integrated and long-term planning and use of school sites on municipal reserve, school reserve, and municipal and school reserve lands.

On June 10, 2020, Section 670.1 of the *Municipal Government Act* was proclaimed, setting the deadline for municipalities to complete these agreements with the applicable school boards to June 10, 2023. A two-year extension was granted to June 10, 2025, via Ministerial Order No. MSD:013/23.

The ministries of Municipal Affairs and Education have heard from municipalities and school boards about the challenges of meeting this year's deadline. My colleague, the Honourable Demetrios Nicolaides, Minister of Education, and I have agreed to extend the deadline for municipalities and school boards by one year, to June 10, 2026, to provide sufficient time to complete these agreements. As a result, Ministerial Order MSD:013/23 is rescinded and Ministerial Order No. MSD:004/25 is now in effect. Please find attached a copy of the new Ministerial Order.

Municipal Affairs advisory staff can provide additional supports to municipalities to assist with the development of these agreements. Questions regarding JUPAs can be directed to a planning advisor at ma.advisory@gov.ab.ca, or call toll-free by first dialing 310-0000, then 780-427-2225. Should municipalities require support to mediate discussions with school boards, please email municipalcollaboration@gov.ab.ca, or call the number above for more information.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver".

Ric McIver
Minister

Attachment: Ministerial Order No. MSD:004/25

cc: Honourable Demetrios Nicolaides, Minister of Education



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

MINISTERIAL ORDER NO. MSD:004/25

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 605(2) of the *Municipal Government Act*, make the following order:

The date by which a municipality must enter into a joint use and planning agreement with a school board, as required by Section 670.1(1) of the *Municipal Government Act*, is extended to June 10, 2026.

Ministerial Order No. MSD:013/23 is hereby rescinded.

Dated at Edmonton, Alberta, this 29 day of January, 2025.



Ric McIver
Minister of Municipal Affairs



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

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February 3, 2025

AR117511

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

Dear Mayor Dahl:

The Honourable Danielle Smith, Premier of Alberta, shared your letter regarding the cumulative impact of funding reductions and program changes on the Town of Olds. I am pleased to respond on behalf of the Government of Alberta.

I recognize that changes to traffic fine revenue sharing, provincial policing policy, Grants in Place of Taxes (GIPOT) funding, and the transition to the Local Government Fiscal Framework (LGFF) program have impacted municipalities. The Government of Alberta regularly reviews the broader impacts of its decisions to ensure we are supporting municipalities appropriately. That is why we doubled operating funding under the Municipal Sustainability Initiative (MSI) to \$60 million and maintained this higher operating funding level under the LGFF in 2024/25. We are also reviewing GIPOT funding levels as part of Budget 2025 preparations.

With respect to municipal traffic fine revenues, in 2019, the province chose to retain a greater portion of these fines to continue providing frontline services Albertans rely on and help keep communities safe. The portion of traffic fine money retained can be used to cover provincial expenses to collect fines on behalf of municipalities (i.e., ticket processing) and to fund programs supporting the administration of justice or government initiatives. Example of initiatives include the Rural Alberta Provincial Integrated Defence (RAPID) Response, hiring of Crown prosecutors, drug treatment court, and the Alberta Law Enforcement Response Team.

As the Town of Olds is policed through a Municipal Police Service Agreement (MPSA) between the municipality and the federal government, I encourage you to raise any MPSA concerns directly with the Royal Canadian Mounted Police or Public Safety Canada. As the current Biology Casework Analysis Agreement expired on March 31, 2024, Public Safety and Emergency Services has been actively engaged in discussions with other provinces and territories on this issue and has received a one-year extension. With this extension, the Government of Alberta is taking part in further analysis of the work of the national forensic lab and is working to negotiate a fair and equitable agreement for all provinces and territories. Once this review has been completed, the outcome will be shared with municipalities.

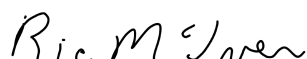
.../2

- 2 -

Finally, regarding vote tabulators, Municipal Affairs has a mandate from the Premier to strengthen public trust in local elections. Having returning officers hand count and verify paper ballots can help achieve that goal. I recognize this may pose logistical challenges; however, we believe the time and cost is outweighed by the increased confidence in election results.

Thank you again for sharing your concerns, I look forward to our continued collaboration on matters of importance to the Town of Olds.

Sincerely,



Ric McIver
Minister

cc: Honourable Danielle Smith
Premier of Alberta

November 28, 2024

Premier Danielle Smith
Office of the Premier
307 Legislature Building
10800-97 Avenue
Edmonton, Alberta T5K 2B6

SENT VIA EMAIL: Premier@gov.ab.ca

Re: GIPOT and removal of vote counting Machines

Dear Premier Smith,

I trust this letter finds you well. I am writing to you on behalf of Olds Town Council to express our deep concerns regarding the cumulative impacts of funding reductions and program changes implemented between 2019 and the present. These changes have shifted significant financial pressures onto municipalities, straining our resources and challenging our ability to support our community effectively.

Key areas of concern include:

- Reductions in traffic fine revenue sharing.
- Increasing policing costs due to provincial policy changes, such as to RCMP Biology Casework funding and retroactive pay obligations.
- Decreases in Grants in Place of Taxes (GIPOT) funding.
- The phasing out of MSI Grant Funding and the transition to LGFF funding at a nearly 40% reduction.

These changes have collectively placed an unprecedented burden on our taxpayers during an already challenging economic period. In particular, the reduction of GIPOT funding has left municipalities like ours facing increased financial hardships without adequate provincial support.

Further compounding these difficulties, the introduction of new voting machine requirements for the upcoming election has created additional strain on staffing and volunteers. With limited guidance and unknown costs associated with implementation, this change poses significant logistical challenges. The lack of clear direction for hand counting, along with ensuring appropriate checks and balances, adds to these concerns.

We respectfully ask you to consider the broader impact these changes are having on municipalities across Alberta. Our communities are the foundation of this beautiful province, and their success is integral to Alberta's prosperity. A reconsideration of these policies and enhanced collaboration with municipalities would provide much-needed relief and ensure we can continue to serve our residents effectively.

We would welcome the opportunity to discuss these concerns further and explore potential solutions to mitigate these impacts. Thank you for your attention to these pressing matters.

Respectfully,



Her Worship, Mayor Judy Dahl

c. *The Honourable Ric McIver*
c. *ABmunis President Tyler Gandam*

4512 - 46 Street, Olds, AB. T4H 1R5

admin@olds.ca P.403.556.6981 F.403.556.6537 olds.ca

Chinook's Edge announces appointment of Dr. Ryan Sawula as Superintendent

For Immediate Release, February 13, 2025

The Chinook's Edge School Division (CESD) Board of Trustees is pleased to announce the appointment of Dr. Ryan Sawula as the new Superintendent of Schools, effective June 2, 2025.

Sawula brings a wealth of experience and a deep commitment to student success, instructional leadership, and community engagement. With over 20 years in education, including leadership roles at the school and division levels, he has demonstrated a strong vision for fostering innovation, supporting educators, and enhancing student achievement.

Most recently serving as Deputy Superintendent at Red Deer Catholic Regional Schools, Sawula has led numerous initiatives focused on curriculum development, leadership, mentorship, Indigenous learning, career pathways, and community engagement. His ability to lead collaborative and high-functioning teams, drive strategic planning, and advocate for student success has made a lasting impact on students, staff, and the broader community.

"Dr. Sawula is a respected K-12 leader who shares our division's values of student-centered learning, innovation, and academic excellence," says Holly Bilton, CESD Board Chair. "His track record of building strong relationships and ensuring that every student receives a high-quality education aligns perfectly with our mission at Chinook's Edge."

Sawula holds a Doctorate in Educational Studies from the University of Calgary, a Master of Educational Studies, and a Bachelor of Education from the University of Alberta. Throughout his career, he has been a champion for inclusive education, professional learning, and strategic partnerships, always placing students at the heart of decision-making. He is eager to begin working with students, staff, families, and community partners to continue the Chinook's Edge legacy of educational excellence.

"I am incredibly excited to join Chinook's Edge School Division as Superintendent," says Ryan Sawula. "I look forward to working alongside dedicated staff, students, and families to prioritize personal success for every student. Chinook's Edge has a rich tradition of commitment to students, being focused on their academic, emotional, and social success. This focus on fostering growth of the whole child resonates deeply with me."

Chinook's Edge School Division also extends its heartfelt appreciation to Kurt Sacher for his years of unwavering commitment to the students, staff, and communities of the division. "As Kurt Sacher concludes his tenure, we recognize his dedication to fostering a culture of excellence and innovation in education," says Holly Bilton. "Kurt's leadership has ensured that Chinook's Edge remains a place where students thrive and succeed. We are incredibly grateful for his service and leadership."

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NCO i/c RCMP
Olds RCMP Detachment
5110 - 65 Avenue
Olds, Alberta
T4H 1L8

Your File

Mayor Judy DAHL
Town of Olds
4512 - 46 Street
Olds, Alberta
T4H 1R5

Our File

February 17, 2025

Dear Mayor DAHL,

**Annual Performance Plan - 2025 / 2026
Town of Olds - Municipal Policing Priorities**

In preparation of the 2025 / 2026 Annual Performance Plan for the Olds Detachment, I am requesting that the Town of Olds please provide me with their policing priorities for the coming year. Last year (2024 / 2025), the Town identified their policing priorities as:

1. Crime Reduction (Property Crimes)
2. Community Engagement - Be Clear Accountable and Transparent, Encourage Citizens to Report Crimes
3. Mental Health and Violence in Relationships - Enhance Awareness and Education
4. Promote Road Safety

If possible, can you please reply to my request for your policing priorities by March 21, 2025, as my intent is to have the entire 2025 / 2026 Annual Performance Plan completed by April 1, 2025. If you have any questions or require further clarification on my request, please contact me at (403) 556-3324 or warren.wright@rcmp-grc.gc.ca.

Thank you,

S/Sgt. Warren WRIGHT
Detachment Commander
Olds RCMP Detachment
(403) 556-3324



Request for Decision

Reports from Council, Boards Committees & Commissions

February 24, 2025

RECOMMENDATION

That the reports from Council, Boards, Committees and Commissions ending February 24, 2025, be received for information.

STRATEGIC ALIGNMENT

Our community is supported and enabled through skillful governance.
Our thriving community is built on strong and collaborative relationships.

LEGISLATIVE AUTHORITY

Legislation
Town Policy

BACKGROUND

Local councils have many responsibilities and appointments that require time, commitment, and attention. Appointments to boards, commissions and committees are supplemented by meetings, workshops, training, conferences, and seminars. When it comes to regional, provincial boards and committees, council appointees work with teams of professionals to find solutions to problems, create innovation, and lobby for support. Working to improve the quality of life for citizens of the community.

FINANCIAL CONSIDERATIONS [X] Operating [] Capital [] Not Applicable

Details: Council expenses are funded by Council professional development plans.

KEY MESSAGES

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

ATTACHMENTS

- 1. Reports package attached.

Table with 2 rows and 2 columns: Created by, Date, CAO Review, Date.

Annual STANDING MEETINGS / Conferences

FEB 03 – Committee of the Whole meeting

FEB 10 & 24 - Regular Council meeting

HIGHLIGHTS

JAN 29 - Southern Alberta Victim Serving Society (virtual) The Southern Alberta Regional Victim Serving Society (SARVSS) provides a broad range of services under the Victims of Crime and Public Safety Act and Regulation, and in partnership with the Government of Alberta (GoA), the Alberta RCMP, specialized and community-based victim serving organizations, municipalities, and other local agencies. The SARVSS assists victims of crime throughout the criminal justice process by providing the core services of information, support, and referrals. The SARVSS also supports communities by providing resources and support to people undergoing loss and tragic circumstances. The SARVSS is mandated to work in partnership with the GoA Victim Services, Alberta RCMP, specialized and community-based victim serving agencies, municipalities, and other local organizations to deliver an integrated framework of services to victims of crime. The SARVSS supports and assists victims of crime while they are involved in the criminal justice process.

FEB 13 - Brownlee Emerging Trends (virtual) Town Office Managing Municipal Lands: A strategic approach

FEB 15 - Bring Greetings: Olds Farmers & Farmerettes Bonspiel

Councillor Daley Report

Jan 25 – Feb 21 2025

- Participated with Literacy Day on Jan. 27 at the Olds Library
- Attended Olds Chamber of Commerce Meet and Greet Jan. 28
- Attended Brewd Survey Weekly Update Jan.31
- Attended Committee of the Whole Feb 3
- Attended Olds A&R Committee Meeting Feb 18
- Attended Brewd Survey Weekly Update Feb 21

Council Committees/Boards Report

Feb 2025

Submitted by Councillor Heather Ryan

OCOC: Attended the Olds Chamber of Commerce board meeting on Feb 19, which was too late to have info included in this written report. However, two Chamber-related items to mention: Councillors Blatz, Wilson, Daley and myself attended the Chamber Mix & Mingle held on Jan. 28 that drew about 45 participants for this great networking event; and the Chamber is hosting its AGM on March 13 at the Olds Legion from 11:30 am-1 pm if council would like to attend, unfortunately I'm away on vacation so I've sent my regrets.

SRDRWC: The South Red Deer Regional Wastewater Commission held a special meeting on Jan 23 to discuss bids that were submitted for the Emergency Storage Pond in Innisfail. Seven bids were received and four came in at or below budget. After some discussion, the commission recommended administration execute a tender proposal for the lowest bid, a firm that has worked with a couple of commission members with positive results.

ABMIC: Attended the AB Munis Infrastructure Committee on Feb. 14 that saw presentations from CN, which included an overview of safety initiatives and a presentation it would like to make at a future AB Munis Convention, and the Office of the Fire Commissioner, which included a discussion on service levels, competency and the role of council. With an election in October and the committee felt it would be beneficial for municipalities to hear this information and discussed whether it should be included in a current EOEP course or be a separate session to further educate municipal elected officials – more information will be forthcoming on this.



The committee was able to review the RMA Wildfire Working Group's report and recommendations, discuss the status of several resolutions and the level of advocacy, and discuss Bill 18, with the focus being concern on the impact for municipalities if they need to obtain cabinet approval to receive funding of projects from the federal government – more information is also expected on this over the next few months.

Also attended: Regular council meeting and Committee of the Whole.

Darren Wilson Report To Council February 19, 2025

- 1) As verbally mentioned at the January 27, 2025 Council meeting, as Deputy Mayor I attended the Seasons Encore resident pie tasting contest on January 23. I was 1 of 4 judges asked to taste 10 delicious pies baked by residents or employees of Seasons Encore. Many thanks to Dawn at Seasons Encore for planning the event.



- 2) January 27 attended Family Literacy Day along with Councillor Daly at the Olds Municipal Library (OML). It was an opportunity to meet families with young children who rely on the services and resources provided by the OML.
- 3) January 28 attended, along with Councillors Blatz; Ryan and Daly the Olds & District chamber of Commerce networking event. The event was attended by 40+ business owners and organizations supporting business and economic development.
- 4) January 29 attended a virtual meeting/presentation: **Introducing the Southern Alberta Victim Serving Society** with CEO Jerry Cook. Link to the website: [Southern Alberta Regional Victim Serving Society | Victim Services](https://www.sarvss.ca/)

The Southern Alberta Regional Victim Serving society (SARVSS) provides a broad range of services under the Victims of Crime and Public Safety Act and Regulation, in partnership with the Government of Alberta, the Alberta RCMP as well as community-based organizations, municipalities and other local agencies.

This is part of a reorganization and redesign from 64 victim service units across Alberta to 4 regional units which will provide alignment of authority; rights; resourcing and accountability. The Head Office for Southern Alberta is located in Airdrie. Previously, support was provided by Chinook Arch Victim Services. There is 1 FTE support individual in Olds.

Mandate is to provide support to victims of crime through the judicial process as well as provide support for those experiencing loss and tragic circumstances. The reorg is approximately 4 months in, with decisions yet to be finalized on aspects such as after hours crises support and achieving desired staff levels (linked in part to security clearance process).

- 5) As Deputy Mayor, on February 10 I participated as judge in the Holy Trinity Catholic School Science Fair. A big tip of the science beaker to Miranda Dulmage for organizing the event which promotes science learning and education. Groupings included k-4 and grade 5+ for both experiment and research projects. There were approximately 20 displays and 5 judges; each display/project was judged 3 times. The young scientists showed a lot of passion and knowledge....and were required to explain to judges: the hypothesis; controllable and uncontrollable variables; observations including a log book and outcomes/conclusions.

COUNCIL REPORT

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Economic Development Action Committee (EDAC)

January 7, 2025

Council Members: Councillor Dan Daley, Town of Olds
Councillor Harvey Walsh, Town of Olds
Councillor Jennifer Lutz, Mountain View County

Key highlights from the meeting included:

- Business Retention Expansion and Workforce Development (BREWD) Timeline
 - Olds/Mountain View County Business Visitation Team Volunteer Training Sessions will be held January 9th at Boston Pizza. Lunch will be provided.
 - BREWD Survey Launch event on January 23rd from 11:00am to 1:00pm at Olds College of Agriculture and Technology Alumni Centre.
 - Volunteer Business Visitations begin on January 23rd immediately following the Launch event.
- EDAC Access to Capital Team (ACT)
 - 2024 Q4 - \$7.9 million invested in Town of Olds/Mountain View County by four lending institutions
- Regional Business Support Network (RBSN)
 - Business Development Advisor (BDA)
 - Focus on BREWD for the majority of December
 - Business Visits (Innisfail, Penhold, Kneehill County, Cremona) in December = 4
 - Business 1:1 appointments (Olds, Mountain View County, Penhold, Sundre, Cremona, Carstairs, Innisfail, Kneehill County, Three Hills) in December = 21
 - Digital Services Specialist (DSS)
 - Focus on BREWD for majority of December
 - Business Visits (Olds, Penhold, Innisfail, Red Deer, Red Deer County, Kneehill County, Sundre, Carbon, Cremona, Sylvan Lake) in December = 21
 - Videos created and posted in December = 28
 - <https://centralalbertafirst.ca/testimonials>
 - <https://www.facebook.com/share/v/1Dn9YmzWFj/>
 - <https://www.facebook.com/share/v/1Az875EJJ2/>
 - <https://www.facebook.com/share/v/18oqMZTPhn/>
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 - <https://www.facebook.com/share/v/1B2jB1ENoJ/>
 - <https://www.facebook.com/share/v/15kv97sZCa/>
 - <https://www.facebook.com/share/v/18pHKZ9zWi/>
- BizBites Series
 - a quick, informative virtual event designed to provide entrepreneurs and small business owners with actionable insights on key business topics in a concise, 20-minute format
 - No episode in December
 - Next episode on January 21st titled 'Funding Ready: Key Documents You Need to Secure Business Financing'

Minutes

Mountain View Regional Water Services Commission
Regular Meeting – Anthony Henday Water Treatment Plant

Feb 12, 2025

9:00 A.M.

Members Present:

Vice Chairman Robb Stuart – Town of Bowden
Wanda Blatz – Town of Olds
Gavin Bates – Town of Innisfail
Lance Colby – Town of Carstairs
Bill Windsor – Town of Didsbury
Justin Gustafson – Town of Crossfield Alternate
Jerry Roberts – Town of Carstairs Alternate
Rhonda Hunter – Town of Didsbury Alternate

Staff Present:

John Van Doesburg – CAO
Samantha Lafontaine – Finance Manager

Others Present:

Stephen Ohene-Adjei – Pivotal LLP

1. Call to Order

Vice-chairman Robb Stuart called the meeting to order at 8:58 a.m.

2. Adoption of Agenda

Lance Colby moved to accept the February 2025 agenda.

Carried

3. Approval of the January 2025 Regular Meeting Minutes

Bill Windsor moved to accept the January 2025 Meeting Minutes as presented.

Carried

4. Reports

John Van Doesburg presented the Director of Operations Report, the Technical Manager's Report and the Administrative Report.

Samantha Lafontaine presented the Financial Report.

Bill Windsor moved to accept the reports presented as information.

Carried

5. Business Arising from Minutes

a) Pivotal LLP – Audit

Stephen Ohene-Adjei presented a verbal preliminary audit assessment.

Stephen Ohene-Adjei left the meeting at 9:05 a.m.

b) Drought Committee – Flow Updates

John Van Doesburg presented the updated Red Deer River Flow Rates.

Carried

c) Bylaw Review

1. 2021-3 & 2025-1 Amendment – Operations of the Commission and Provision of Services

Lance Colby moved to accept 1st Reading

Carried

2. 2021-2 – Appointment of Board of Directors and Chairperson

3. 2021-4 – CAO Bylaw

Wanda Blatz moved to accept Bylaw 2021-2 and 2021-4 for information.

Carried

6. New Business

1. Capital Fund Allocation – Didsbury/Carstairs Reservoirs

Wanda Blatz moved to authorize \$50,000 for the engineering of SCADA controls for the Didsbury/Carstairs Reservoirs.

Carried

2. Annual General Meeting

Gavin Bates moved to accept April 9, 2025 for the Commission's Annual General Meeting.

Carried

7. Next Meeting – March 12, 2025

8. Adjournment

Justin Gustafson moved to adjourn the meeting at 10:04 a.m.

Carried

Chairman

Manager