



## Town of Olds

**Regular and In-Camera Council Agenda  
for Monday, March 13, 2017 at 1 p.m.  
to be held in the Council Chambers,  
Town Office at 4512 – 46 Street, Olds, AB**

**1. CALL TO ORDER**

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

**B.) ADOPTION OF THE AGENDA**

**2. ADOPTION OF PREVIOUS MINUTES**

**Pages 3-6 2A) Regular Council Meeting Minutes – February 27, 2017**

**3. PRESENTATION AND DELEGATIONS**

**4. BUSINESS ARISING OUT OF MINUTES**

**5. BYLAWS**

**Pages 7-9 5D) Bylaw: 2017-04 Land Use Bylaw Amending 01-23  
(First reading and to set a Public Hearing)**

**6. UNFINISHED BUSINESS**

**7. NEW BUSINESS**

**Pages 10-18 7A) Town of Olds - 2016 Year in Review**

**Pages 19-22 7B) Mountain View Seniors' Housing Foundation - Gala**

**Page 23 7C) Commercial Solid Waste Agreement**

**Pages 24-30 7D) Review Process for the Town of Olds Municipal Development Plan**

**8. REPORTS FROM COUNCIL , BOARDS AND COMMITTEES**

**Pages 31-44 8A) Reports from Council, Boards and Committees**

**9. QUARTERLY FINANCIAL POSITION UPDATE**

**10. ACCOUNTS PAYABLE**

**11. CORRESPONDENCE AND INFORMATION**

**Pages 45-49 11A) Correspondence and Information Report**

**12. QUESTION PERIOD**

### **13. IN-CAMERA**

#### **Municipal Government Act**

#### **“Public presence at meetings**

**197(1)** Councils and council committees must conduct their meetings in public unless subsection (2) or (2.1) applies.

**(2)** Councils and council committees may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*.”

1. Legal Item (x3)

### **14. ADJOURNMENT**



Town of Olds

Request for Decision

3

Adoption of the Meeting Minutes

March 13, 2017

2A

**RECOMMENDATION**

**That the minutes from the February 27, 2017 regular Council meeting minutes be adopted as presented.**

**BACKGROUND**

The purpose of this RFD is to adopt the previous minutes of Council as described in the *Municipal Government Act Division 9, Part 6, Section 208 Performance of major administrative duties. 'The chief administrative officer must ensure that (c) the minutes of each council meeting are given to council for adoption at a subsequent council meeting.'*

And the *Town of Olds Procedure Bylaw 2014-18* excerpt: *Minutes*

**MINUTES:**

- 1. *All minutes of council meetings shall be recorded in the English language, without note or comment.*
- 2. *The names of the Councillors present at the meetings shall be recorded as present, the names of the Councillors absent shall be recorded as absent.*
- 3. *The minutes of each council meeting shall be presented to Council for adoption at the next council meeting.*
- 4. *The name of any Councillor leaving or joining the meeting shall be recorded along with the time the Councillor left or joined the meeting.*
- 5. *The CAO, or as designated by the CAO, is responsible for recording the minutes of Council and responsible for causing the minutes to be prepared.*

**ALTERNATIVE OPTIONS**

- 1. The minutes of the Regular Council meeting can be adopted as amended; Council would need to be specific in an amendment to the recording of the previous meeting minutes.

**ATTACHMENTS**

- 1. Prior to Adoption: regular Council meeting minutes of February 27, 2017.

Submitted By	Marcie McKinnon Legislative Clerk	Date: March 6, 2017
Interim CAO Signature:	<i>Approved electronically</i>	Date: <b>MAR - 9 2017</b>

## PRIOR TO ADOPTION

Minutes of the Town of Olds Regular Council meeting held on Monday, February 27, 2017 at 7:00 p.m. in the Council Chambers, Olds Town Office.

### PRESENT – ELECTED OFFICIALS:

In the Chair Mayor Judy Dahl

Councillor Harvey Walsh; Councillor W. Bearchell; Councillor R. Durieux; Councillor M.J. Harper; Councillor D. Bennett, and Councillor M.A. Overwater

### ABSENT– ELECTED OFFICIALS:

### PRESENT for the Regular meeting of Council – STAFF:

Pat Vincent, Interim Chief Administrative Officer; Doug Wagstaff, Chief Operating Officer; Garth Lucas, Chief Financial Officer; Scott Chant, Chief Operating Officer; Monica Leatherdale, Communication Coordinator and Kelly Lloyd, Coordinator of Strategic Affairs.

## 1. CALL TO ORDER

Chair Dahl called the meeting to order at 7:00 p.m.

### A.) ADDED ITEM(S)

### B.) ADOPTION OF THE AGENDA

Moved by Councillor Durieux, “to accept the Regular Council Agenda for February 27, 2017 as presented.”

Motion Carried 17-81

## 2. ADOPTION OF PREVIOUS MINUTES

### 2A) Regular Council Meeting Minutes – February 13, 2017

Moved by Councillor Harper, “that the minutes from the February 13, 2017 regular Council meeting, be adopted as presented.”

Motion Carried 17-82

## 3. PRESENTATION AND DELEGATIONS

### 3A) Fortis Alberta

Stan Orlesky, Stakeholder Relations Manager for Fortis Alberta, came forward and outlined the process of replacing high pressure sodium (HPS) fixtures and converting lights to Light Emitting Diode (LED) technology, not only in Olds, but in Fortis’ jurisdiction. Discussion regarding the coloring rendering index as they pertain to light brightness; carbon credit availability and who would apply; and the payment period for the life of the converted technology.

Moved by Councillor Harper, “that Stan Orlesky be thanked for his presentation and that Council direct Administration to sign the acknowledgment letter.”

Motion Carried 17-83

## 4. BUSINESS ARISING OUT OF MINUTES

Councillor Harper asked if the analysis of the OCCN has been started and when will a report come back to council. COO Lucas explained that the process has been initiated and is a work in progress.

In the February 13, 2017 minutes, under Item 7A, Career Expo, should read “COO Doug Wagstaff spoke that the Town of Olds has received.”



## 5. BYLAWS

### 5D) Bylaw 2017-03 Highlands Area Structure Plan Amendment

Moved by Councillor Bearchell, "that Town of Olds Bylaw 2017-03 be given first reading."  
Motion Carried 17-84

Moved by Councillor Walsh, "that Council sets March 27, 2017 at 7:00 PM in Council Chambers as the date, time and place for the public hearing on Bylaw No. 2017-03."  
Motion Carried 17-85

## 6. UNFINISHED BUSINESS

## 7. NEW BUSINESS

### 7A) 2017 Shaggin on Snow Fundraiser for Special Olympics

Moved by Councillor Bennett, "that a sponsorship in the amount of \$425.00 for the Shaggin' on Snow Fundraiser (March 11-12, 2017) for Special Olympics be approved."  
Motion Carried 17-86

### 7B) Olds Minor Hockey 2017 Provincial Championship Tournament

Hockey player of the Olds Grizzly Bantam AA hockey players came forward to speak on behalf of their team and upcoming tournament.

Moved by Councillor Bearchell, "that a sponsorship of \$500.00 for the Olds Minor Hockey 2017 Bantam AA Provincial Championship Tournament (March 30 – April 2, 2017) be approved."  
Motion Carried 17-87

Players from the Olds Bantam Female Elite team and head coach came forward to speak on behalf of their team and upcoming tournament. The word "Elite" refers to the top players in the province. Volunteer craft services expenses in the budget refers to items for raffle tables and 50/50 tickets.

Moved by Councillor Durieux, "that a sponsorship of \$500.00 for the Olds Minor Hockey 2017 Bantam Female Elite Provincial Championship Tournament (March 16 – 18, 2017) be approved."  
Motion Carried 17-88

### 7C) Minister's Awards for Municipal Excellence

Moved by Councillor Harper, "to direct administration to submit an application for the Minister's Awards for Municipal Excellence, under the category for Innovation to be inclusive of the Town of Olds' practice in public engagement processes."  
Motion Carried 17-89

## 8. REPORTS FROM COUNCIL , BOARDS AND COMMITTEES

### 8A) Reports from Council, Boards and Committees

Moved by Councillor Overwater, "that the reports from Council, Authorities, Boards, Commissions, Committees and Task Forces, ending February 27, 2017 be received for information."

Councillor Overwater reported on the Waste Commission meetings: Animal carcasses and asbestos are no longer accepted materials. All municipalities were sent a letter regarding commercial businesses utilizing residential recycling bins. The membership and waste service

agreements have been signed individually by all participating municipalities. Just released census numbers will be used in the 2018 budget process.

Councillor Durieux reported on the Parkland Regional Library Board who has approved to complete a compensation review.

Councillor Bearchell reported on the Waste Water Commission to which the Commission is finalizing determining the capacity of the line.

Councillor Harper informed Council that the Olds & District Chamber of Commerce will be holding their AGM on March 8, 2017 and are looking for new members for the Board of Directors.

Motion Carried 17-90

## **9. QUARTERLY FINANCIAL POSITION UPDATE**

### **10. ACCOUNTS PAYABLE**

#### **10A) Accounts Payable Cheque Register - January 1 to January 31, 2017**

Moved by Councillor Bennett, "that the January 1, 2017 to January 31, 2017 Accounts Payable report be received for information."

Questions pertaining to individual line items within the cheque register, identifying the vendors as well as why there were a large number of ten and twenty dollar cheques issued. These small cheques are as a result of business licenses that are paid prior to a deadline for a discount.

Motion Carried 17-91

## **11. CORRESPONDENCE AND INFORMATION**

### **11A) Correspondence and Information Report**

Moved by Councillor Walsh, "that the Correspondence and Information Report ending February 27, 2017 be received for information."

Motion Carried 17-92

## **12. QUESTION PERIOD**

## **13. ADJOURNMENT**

Moved by Councillor Walsh, "that this meeting adjourn."

Motion Carried 17-93

The meeting adjourned at 7:54 p.m.

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Judy Dahl,  
Mayor

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Pat Vincent,  
Interim Chief Administrative Officer

These minutes approved this        day of        , 2017.



Town of Olds

Request for Decision

Land Use Bylaw Amending Bylaw 2017-04

March 13, 2017

7

5A

**RECOMMENDATION**

That first reading be given to Bylaw 2017-04.

That a Public Hearing for Bylaw 2017-04 be set for Monday, April 10, 2017 at 1:00 pm in the Council Chambers.

**PROPOSAL**

An application has been received by the owner (Sundial Growers Inc.) of 6202 and 6302 – 48 Avenue (Lots 2 & 3, Block 1, Plan 011 2538), to redesignate the two lots from Light Industrial District (I1) to Direct Control 7 District 7 (DC7). This change is presented as an amendment to the Land Use Bylaw 01-23.

A redesignation from I1 to DC7 is required to enable favorable consideration of a development permit application to expand a Medical Marijuana Facility development that was approved in 2016, on the DC7 lot directly to the north.

**BACKGROUND**

Land Use Bylaw 01-23 Amending Bylaw 2015-15 created the Direct Control 7 land use district that is specific to the Lot 1, Block 1, Plan 151 1656 (the lot adjacent to the north of the subject parcels) and allows a Medical Marijuana Facility and outlines development regulations for that use. Sundial Growers Inc. now owns the two (2) lots directly to the south of their current DC7 lot. They propose to redesignate the 2 lots to DC7 and then consolidate the three (3) lots to one address in order to prepare for future expansion.

Planning and Development staff are in support of this application as subject parcels are suitable for the proposed use.




**ALTERNATIVE OPTIONS**

1. That Council gives first reading to the proposed bylaw and sets a public hearing date.
2. That Council requests further information from Administration before proceeding with first reading of the bylaw.
3. That Council provides direction to Administration on changes to the proposed bylaw with the amended bylaw coming before Council for first reading at a later date.

**FINANCIAL IMPLICATIONS**

Not applicable.

**ATTACHMENT:** Draft Bylaw No. 2017-04

Submitted By: Carey J. Keleman Development Officer II 	Date: Feb 27/17
Chief Operating Officer: Scott Chant 	Date: Feb 24/17
Chief Administrative Officer: (Interim) 	Date: MAR - 9 2017

**TOWN OF OLDS  
BYLAW 2017-04**

A bylaw of the Town of Olds, in the Province of Alberta, pursuant to provisions of the Municipal Government Act, being Chapter M-26 of the revised statutes of Alberta 2000 and amendments thereto, to provide for the amendment of the Land Use Bylaw No. 01-23

**WHEREAS** the *Municipal Government Act*, Revised Statutes of Alberta 2000 Chapter M-26 and amendments thereto, permit a Council by bylaw to amend the Land Use Bylaw,

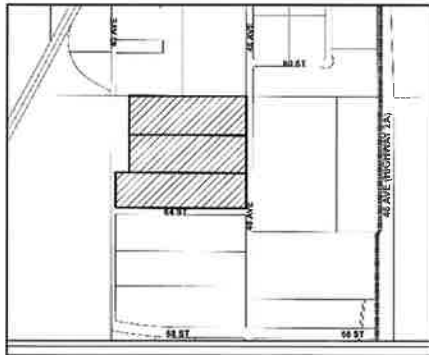
**AND WHEREAS** the Council of the Town of Olds deems it necessary and expedient to amend the Land Use Bylaw No. 01-23,

**AND WHEREAS** the requirements of the *Municipal Government Act* RSA 2000, Chapter M-26 regarding the advertising of this Bylaw and public hearing have been complied with;

**NOW THEREFORE THE MUNICIPAL CORPORATION OF THE TOWN OF OLDS IN COUNCIL DULY ASSEMBLED, ENACTS THE FOLLOWING:**

1. This Bylaw may be cited as the Land Use Amending Bylaw 2017-04
2. Bylaw No. 01-23, being the Town of Olds Land Use Bylaw, is hereby amended
  - (a) That the Land Use District Map, being Schedule A of Land Use Bylaw No. 01-23 be amended to change the designation of Lots 2 & 3, Block 1, Plan 151 1656 from Light Industrial District (I1) to Direct Control District 7 (DC7) as shown on the attached map (Schedule A).
  - (b) That Schedule C, Direct Control District 7 (DC7) be amended to change the legal land description and replace the sketch with the following:

**Lots 1, 2 & 3, Block 1, Plan 151 1656;** as shown on the sketch below, is designated Direct Control 7 (DC7).



3. This Bylaw comes into force on the date it is passed.

Read for a first time on the \_\_\_ day of \_\_\_, 2017  
Public Hearing held on the \_\_\_ day of \_\_\_, 2017  
Read a second time on the \_\_\_ day of \_\_\_, 2017  
Read a third and final time on the \_\_\_ day of \_\_\_, 2017

\_\_\_\_\_  
Judy Dahl, Mayor

\_\_\_\_\_  
Chief Administrative Officer

SIGNED by the Chief Elected Officer and the Chief Administrative Officer this \_\_\_\_ day of \_\_\_\_\_ 2017.

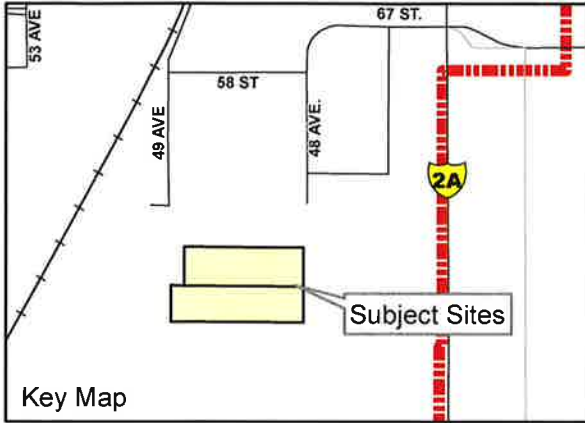


# Town of Olds

## Bylaw No. 2017-04


### SCHEDULE A

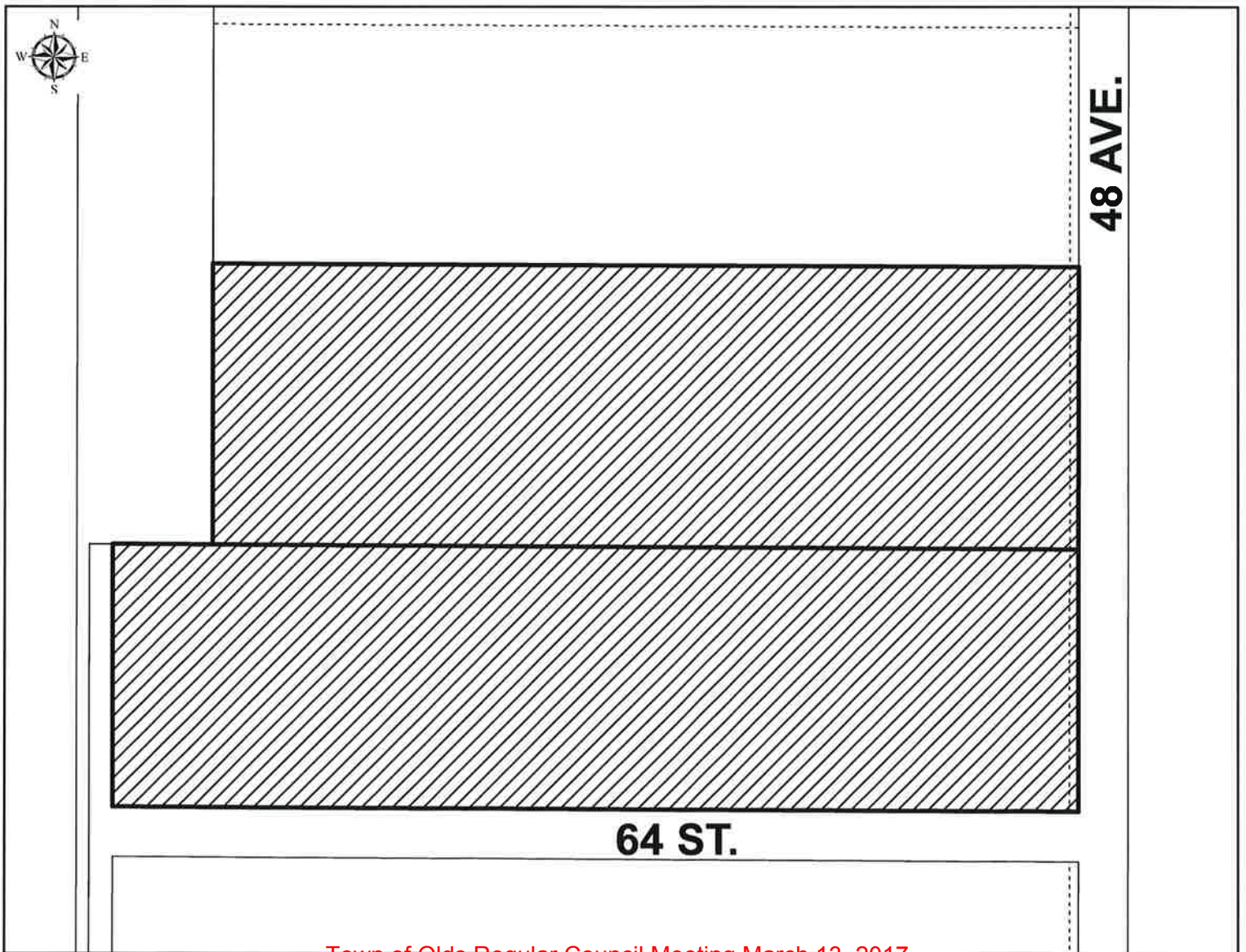
#### To amend Land Use Bylaw No. 01-23



**LEGAL DESCRIPTION:**

Lots 2 & 3, Block 1, Plan 151 1656

 From Light Industrial (I1) to Direct Control 7 (DC7)





Town of Olds

Request for Decision

10

2016 Year in Review

March 13, 2017

7A

**RECOMMENDATION**

**“To accept the 2016 Year in Review for information and direct administration to release the review to the public on media, website and social media platforms.”**

**BACKGROUND**

The annual review contains information on the municipality’s services and operations, as well as highlighting priorities, accomplishments and activities of the Town of Olds for the previous year.

This review is intended to provide the citizens with a greater understanding of municipal responsibilities and priorities and provides an opportunity to engage citizens in setting municipal objectives and service levels.

**ALTERNATIVE OPTIONS**

- 1. Receive this request as information only.
- 2. Make another recommendation being specific in what Council wishes to direct as an alternative.

**FINANCIAL IMPLICATIONS**

**ATTACHMENTS**

2016 Year in Review

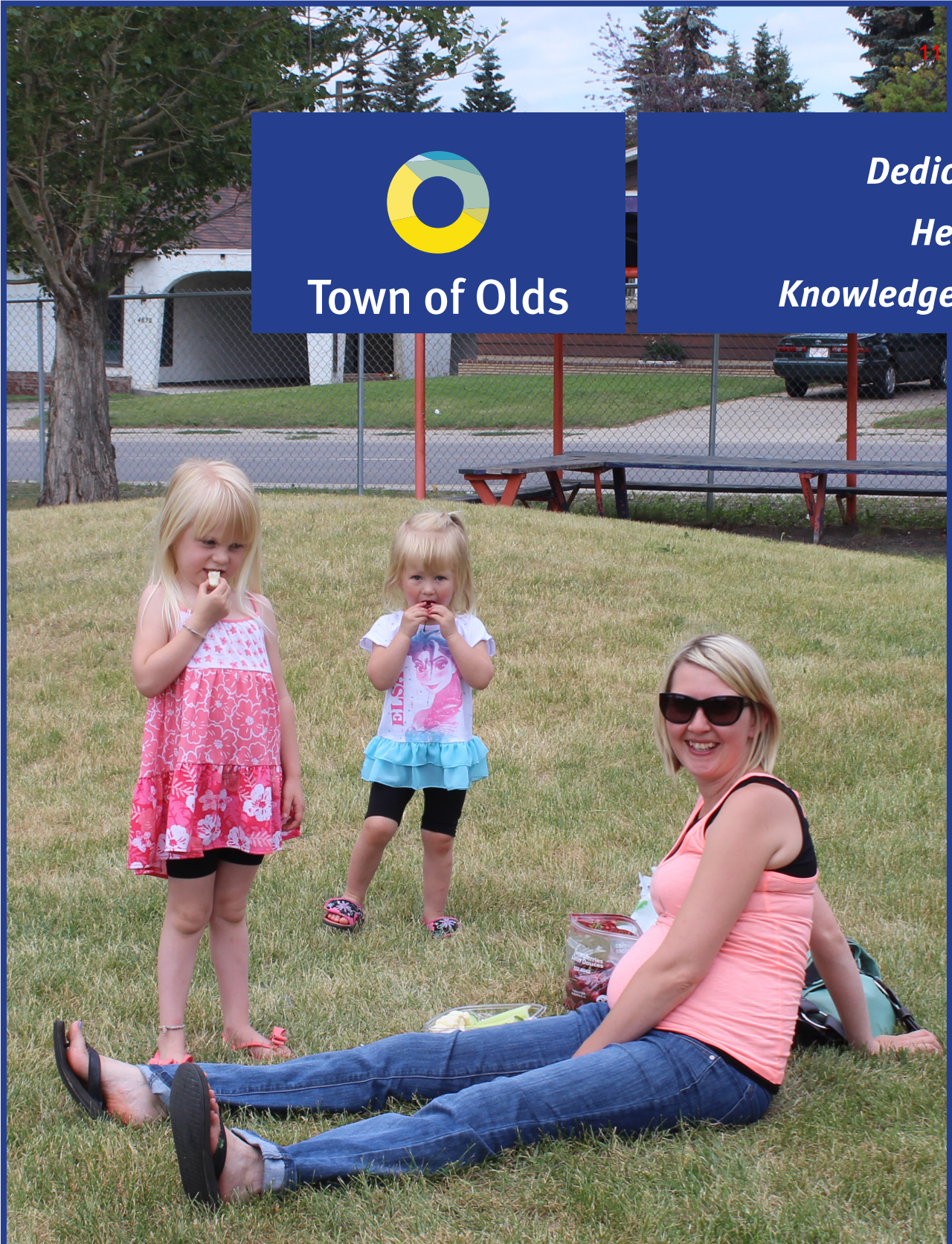
Submitted By:	Monica Leatherdale Communications Coordinator	Date: March 13, 2017
CAO Signature:	<i>Interina</i> 	Date: <i>March 1, 2017</i>





**Town of Olds**

*Dedicated  
Helpful  
Knowledgeable*



The Town of Olds, Alberta, Canada  
For the year ended December 31, 2016

# The Town of Olds 2016 YEAR IN REVIEW

Town of Olds Regular Council Meeting March 13, 2017





## Olds

### Council's Strategic Direction 2013-2017

*The Town of Olds is committed to Leadership in local government, specializing in training, community awareness, education and research.*

*We are a forward thinking, collaborative municipality that is consistently learning and sharing best practices to achieve innovation and excellence with the public sector.*

*Our strategic direction for 2013-2017 allowed us to:*

- Provide a learning culture where employees will inspire and mobilize one another to achieve objectives in different ways while educating each other in the process.
- Provide clear and consistent communication to ensure that our messages are received and understood by every intended audience.
- Engage our community by informing, involving and consulting citizens to help gain trust, build a mechanism for joint action, and evoke civic pride within our Community.

The Town of Olds, population 9,184 is centrally located along the busy QEII corridor. Olds is a major service centre and regional market for over 42,000 people in Mountain View County. The proximity to Red Deer and Calgary contribute to our continued growth and economic stability.

*The 2016 Statistic Canada figures for the Town of Olds were released February 8, 2017. Federal Census figures show a population increase of 11.5% since 2011.*

<b>Population (2016) Federal Census</b>	<b>9,184</b>
<b>Population (2011) Federal Census</b>	<b>8,235</b>
<b>Total Private Dwellings</b>	<b>3,942</b>
<b>Private dwellings occupied by usual residents</b>	<b>3,698</b>
<b>Population density per square kilometre</b>	<b>615.3</b>
<b>Land area in square kilometres</b>	<b>14.93</b>



Town of Olds Regular Council Meeting March 13, 2017  
Town of Olds Municipal Staff - Dedicated, Helpful and Knowledgeable





# Town of Olds Mayor & Council



**Mayor  
Judy Dahl**

Served as  
Mayor  
since 2004



**Councillor  
Wade Bearchell**  
Served since 2010



**Councillor  
Debbie Bennett**  
Served since 2010



**Councillor  
Rudy Durieux**  
Served since 2013



**Councillor  
Mary Jane Harper**  
Served since 2007



**Councillor  
Mary Anne Overwater**  
Served since 2013



**Councillor  
Harvey Walsh**  
Served since 2001

On behalf of your Elected Officials; we present the 2016 Annual Review for the Town of Olds. In 2016 we bid farewell to a long-serving Chief Administrative Officer and look forward to new leadership in 2017.

Community public “Engagement” is the process of working collaboratively with groups of people, to enact positive action and set our path forward. Let’s take a step back in history to 1995 where a symposium on the Future of Olds was assembled to help create a marketing plan. The Olds Centennial Vision Steering Committee began a participatory process to identify trends and define the kind of community we desire to be. New values were born such as; efficiency through collaboration, partnerships, self responsibility, alignment through leadership and pro-action rather than reaction.

Today our strategy is to provide clear and consistent “Communication” in order to build trust and support, playing a huge role developing a new community standards bylaw. We continue to support technology through fibre optic telecommunication network, O-NET and invest in “Organizational Learning” an approach to problem solving with implementation of new software throughout our organization.

The greatest resource in our community today is the strength of our volunteer citizens, who are successful entrepreneurs that take time to understand the opportunity to build “the neighbourhood” we call home.

Through collaboration within the business and community; we joined forces behind Danielle Lappage on her Road to Rio Olympic Wrestling journey, hosted Tour of Alberta race, partnered to build the Ryan Boutwell Memorial Playground at Horizon school, and built capacity for Canada Day. Invest in CommUNITY...yes we do!

We will make the best of life today without compromising the ability of future generations to meet their own needs.

**Town of Olds Regional Council Meeting**  
Mayor Judy Dahl

## 2016 Council Highlights

Council completed a full service level review in 2016. The objective in completing this annual review is to find long-term, sustainable solutions to ongoing budget challenges. This will ensure municipal services and programs are provided in the most efficient manner to best meet the needs of the community. It focuses more on setting priorities and exploring trade-offs (services and programs) to reduce the cost of delivery while maintaining or improving services and service levels.

Mountain View County and the Town of Olds began outlining the scope of how the municipalities would grow together by signing an agreement that was designed to replace the current Memorandum of Agreement (MOA) between the two organizations. The MOA outlines many different facets of intermunicipal cooperation, with the goal of redefining what we consider community. Sub-agreements are currently under development, such as recreation, parks, utilities and land use planning. Both municipalities have a significant role to play in the success of our shared region and will ultimately share both the risks and rewards of cooperative efforts.



Mountain View County and the Town of Olds worked together to develop an Inter-Municipal Cooperation Agreement. The agreement of their shared interests would benefit both communities. The agreement was signed January 26, 2016.





# 2016 Community Engagement

## Town of Olds

The Town of Olds strives to actively engage citizens and local community groups when planning the future of our community. Consultations provide the citizens of Olds with an opportunity to have a voice in decision making and allows the Town to obtain valuable advise, input and information. Engagement is a two-way process, involving interaction and listening, and our goal is to generate mutual benefit to the community of Olds.

### THIS AFFECTS YOU!

The Community Standards bylaw was based on extensive citizen engagement and the bylaw and accompanying handbook was released July 4, 2016.

### 2016 Community Engagement Sessions included:

- Sidewalk Cafe & Sales Bylaw - April
- Tree Reserve -Duncan Place Trail Head - June
- Updates to the Cemetery Bylaw - November
- North West Area Sports Field Development - November



Following engagement with citizens and business owners, Tasty Thai was the first to open a sidewalk cafe in Uptowne Olds followed by an outdoor dining space at Grouchy Daddy's on 46 Street. Both outdoor cafes were tremendously busy and enjoyed by all.

## Pride and Progress... Parks, Boulevards, Streetscapes



178 trees were added along streets and within parks in 2016. 149 will line the boulevard on both sides of 65 Avenue. Featured on the west side are Shubert Chokecherry, Green Ash, and Swedish Columnar Aspen, while the east side of 65 Avenue showcases Green Ash, Amur Cherry, Larch, Bur Oak and Ponderosa Pine.

The development of a safe, healthy and vibrant community often begins with it's parks and greenspaces. Residents view our trails system as the connectivity throughout our community. "Everything is connected to everything" providing an aesthetic and healthy way to reach every business, facility and park within Town.

### 2016 Highlights include:

- Solar Lighting
- New Christmas Lights along 50 Avenue and 46 Street
- New Emergency signage throughout all parks, playgrounds & sportsfields
- 6 new single steel garbage receptacles & 10 double receptacles
- Bike Racks, picnic tables & additional park benches
- An additional 15 self-watering planters along Hwy. 27
- Newly restored Disc Golf equipment in Hartman Green park
- Beautiful scattering garden addition at Cemetery
- 1 km of additional sidewalks & trails
- Total of 28 replacement trees at the following locations:
  - (12) Destiny Playground
  - (2) Briegel Playground
  - (2) 55 Street Boulevard
  - (9) Frank Wong Park
  - (3) Boulevard

### 2016 Maintenance Program:

- Continuous pruning to curtail Black Knot disease throughout Olds
- Removal of dead/diseased trees in cemetery
- New sodded area at Splash Park
- Weeding and mulching 98% of the shrub and tree beds
- Snow removal on 101 km of trails and pathways
- Mowing and weed eating of 355 acres of parks



Decorative Christmas lights were installed along 50 Avenue and 46 Street along with new solar lighting throughout parks and walkways in 2016.





# 2016 Community Highlights

## Town of Olds



"Let's be the CLEANEST Town in Alberta" was the theme of the Olds Lions Club's first annual P.U.G. (Pick up Garbage) day held May 13, 2016.



Volunteer Appreciation Night was held April 11, 2016 to recognize and thank volunteers for the countless hours of work they put into our community!

**Aquatic Centre** - Red Cross Swim Kids, Adult and Swim Kids Preschool lessons all surpassed expected enrollment. We successfully offered advanced leadership courses including National Lifeguard, Lifesaving Instructor Water Safety Instructor and many more Lifesaving programs. The centre ran Red Cross Babysitter training, Junior Lifeguard Club and programming focussed on young teenagers.

**History, Arts and Culture** - The Town Heritage Advisor continued to work with both Alberta Culture Historic Resources Management Branch and local owners to determine the best practices for working on buildings that are designated as Municipal Historic Resources. Revitalization of our historic Uptowne area progressed with the continuation of new light standards, trees and Legacy Benches. The "Legacy Bench Program" involved the creation and installation of customized 'public art' benches and has generated community involvement and awareness of implementation of the plan, as well as enhancing our Uptowne area and trails system.

**Sunshine Bus** - The Town of Olds is committed to providing services that benefit our citizens. Owned and operated by the Town of Olds, The Sunshine Bus is a wheelchair accessible bus service that provides transportation around town for seniors (age 50 plus) and physically disabled persons of any age. The bus runs Monday- Friday from 9:00 am – 4:00 pm and residents must schedule their rides in advance. This service allows community residents to live their lives independently.

**Nu2U** - The Nu2U Thrift store sells gently used donated household items. The profits of the store go to community groups who apply and qualify for funds in the form of grants. In 2016 the NU2U grant program gave out \$34,650.00. Any items donated that are not usable are broken down, taken apart and recycled by the volunteers. The time and effort to sort, and recycle or dispose of the unusable items should be acknowledged as it is this work that prevents a large amount of waste going to the landfill.



Approximately 120 of the world's best cyclists raced through our community September 2, 2016, as Olds hosted the Stage 2 finish for the Tour of Alberta. Special thanks to volunteers, community members and spectators who braved the weather to enjoy the festival and race.



The Ryan Boutwell Memorial playground opened May 19, 2016. This facility was designed and built in our community.



Crowds braved -37 degree temperatures on December 9, 2016 in anticipation of the CPR train arriving in Olds for the first time since 2005!



The community went 'Loonie for Lappage' as hometown wrestler Danielle Lappage competed in the 2016 Rio Olympic Games.





**New Equipment:**

The town was fortunate to lease new equipment through the 2016 capital budget. Pictured above is a new Leaf vacuum, which allows crews to complete a spring clean up efficiently and fall leaf pickup.

The town currently mows approximately 300 acres of grass resulting in a lot of wear and tear on equipment. A 3 year lease was entered into for large area mowers, to keep the repair cost down as these units are under warranty for the period of the lease.

**2016 Infrastructure Improvement Program:**

A full road rebuild including full water and sewer line replacement took place on 54th Street (between 55th Ave and 57th Ave.). The water and sewer lines were replaced and the size was increased to help with future demands. New sidewalks and curbs were installed and the road was newly paved.

Davis Place and 58th Street (just east of 63rd Ave.) underwent a replacement of copper water service lines, concrete work



pavement replacement.

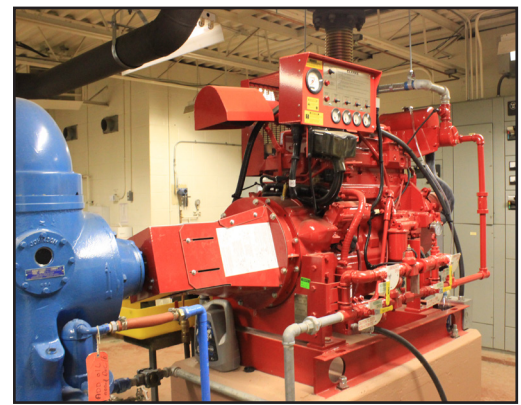
**Major Pump Station Repair:**

The town has 2 pump stations that provide potable water to the citizens of Olds. Both stations are very similar in design, and in 2016 the town had all the pumps from the North pump station sent away to be rebuilt.

The major part of the work was the replacement of the standby diesel motor and pump (pictured to the right). This standby unit and pump provides water to the town during power outages and also boosts water pressure for fire fighting purposes.

The motor was replaced due to it's age and availability of repair parts. Along with the motor replacement, all the controls for this unit were replaced as well.

The last time 'major' work was required on the pumps was in 2006. The pump stations run 24 hours a day - 7 days a week. Each pump station contains 3 electrical pumps and 1 diesel standby pump.



## 2016 BUILDING PERMIT STATISTICS - Town of Olds

	Residential									Commercial	Industrial	Institutional	TOTALS					
	Detached		Duplex			Multi-Unit		Acc. Bldg/Other					#	Value	#	Value		
	#	Value	#	Units	Value	#	Units	Value	#								Value	
Jan	1	\$ 440,000	0	0	0	0	0	0	1	\$ 1,000	2	\$ 1,175,000	0	0	0	0	4	\$1,616,000
Feb	0	0	1	2	\$ 330,000	0	0	0	0	0	2	\$ 80,000	0	0	0	0	3	\$ 410,000
Mar	2	\$ 190,000	0	0	0	0	0	0	5	\$ 98,000	3	\$ 290,000	1	\$ 70,000	2	\$ 172,600	13	\$ 820,600
Apr	1	\$ 340,000	0	0	0	0	0	0	7	\$ 67,000	2	\$ 130,000	0	0	1	\$1,100,000	11	\$ 1,637,000
May	0	0	2	2	\$ 500,000	0	0	0	6	\$ 98,072	3	\$ 88,000	0	0	1	\$ 40,000	12	\$ 726,072
Jun	2	\$ 359,000	1	2	\$ 650,000	0	0	0	8	\$ 111,700	3	\$ 60,075	0	0	1	\$ 85,000	15	\$ 1,265,775
Jul	0	0	0	0	0	0	0	0	4	\$ 97,500	7	\$ 2,763,230	1	\$ 220,000	4	\$ 769,486	16	\$ 3,850,216
Aug	1	\$ 325,000	0	0	0	0	0	0	3	\$ 67,000	3	\$ 48,000	0	0	0	0	7	\$ 440,000
Sep	1	\$ 270,000	1	2	\$ 500,000	0	0	0	5	\$ 57,000	2	\$ 22,500	0	0	0	0	7	\$ 579,500
Oct	5	\$ 1,488,500	2	2	\$ 400,000	0	0	0	4	\$ 75,000	1	\$ 1,000	0	0	0	0	12	\$ 1,964,500
Nov	0	0	0	0	0	0	0	0	1	\$ 22,000	1	\$ 250,000	0	0	1	\$ 10,200	3	\$ 282,200
Dec	0	0	0	0	0	0	0	0	0	0	1	\$ 100,000	1	\$ 18,000	0	0	2	\$ 118,000
	13	\$ 3,412,500	7	10	\$ 2,380,000	0	0	\$ -	44	\$ 694,272	30	\$ 5,007,805	3	\$ 308,000	10	\$ 2,177,286	105	\$13,979,863



# 2016 Economic Accomplishments

## Town of Olds

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

- South East Industrial Lands – 94 acre land acquisition by an off shore investment business focused on development of a Agricultural Food Production Facility .
- South East Industrial Lands – 30 acre land acquisition to a new regional business developer that may lead to construction of an initial phase in 2017.
- South-East Industrial Lands - 2 acre land acquisition for a new regional business energy based investment, targeted for 2017/2018 construction.
- Brownfield Redevelopment - vacant Cam Clark Ford land (south of Hwy. 27) - A Dental Office, initiated by a regional business is under construction, adjacent to the expansion of Cam Clark Ford lot. Two - 2 acre sites remain vacant with provisions for a third business on the west side.
- Chinook's Edge School Division - (north of Hwy. 27) - 8 acre parcel acquired by a developer intended for medium density housing, commercial and retail opportunities.
- The Town of Olds worked extensively with Chinook's Edge School Division on access discussions routing from Highway 27 at 51 Avenue. Long term future traffic safety enhancements were considered by Alberta Transportation in conjunction with the Town Of Olds approved Uptowne Redevelopment Plan.
- Cornerstone area reallocation of lands for future medium density housing initiatives and sports field development for Olds Athletic Park.
- Business expansion at the former Cam Clark Ford facility and brownfield site resulted in local business growth retention (Brick), and new Circle K service station. This venture was supported by Alberta Transportation based on its long range Highway 27 Functional Plan.
- Brownfield Redevelopment of two older sites on Hwy 27 /2A and Hwy 27/49th yielded new retail space and a 7-11 service station.



# 2016 Financial Highlights

## Town of Olds

### 2016 Financials at a Glance:

- Council approved a 1.5% increase to the tax rate for municipal purposes for the first time since 2013.
- The total value of non-residential assessment increased 6.9% from 2015 while the total value of residential assessment increased 6.0%.
- The total number of taxable properties in the Town of Olds increased to 4,130 in 2016 up from 4,066 in 2015.
- The assessed value of the average Single Family Dwelling for 2016 was \$322,821 (2015 - \$304,483).
- Municipal taxes are used to pay for:
  - Roads maintenance (\$1,504,950)
  - RCMP policing services (\$852,840)
  - Aquatic Centre (\$847,890)
  - Administration (\$839,210)
  - Parks operations (\$777,940)
  - Sportsplex (\$712,990)
  - Fire Protection (\$555,275)
  - Office of the CAO (\$491,260)
  - Economic Development (\$480,780)
  - Planning department (\$473,920)
  - Council expenses (\$315,950)
  - Town of Olds Municipal Enforcement (\$263,800)
  - Maintenance of the Town sports fields (\$184,790).

is no contribution from municipal tax revenue that is used to provide utility services.

### Requisitions:

- Property Taxes levied by the Town of Olds include amounts collected on behalf of other organizations and comprise 32% of each property tax bill:
- Alberta School Foundation Fund (Education Taxes) - \$3,617,910 (2015 - \$3,478,801)
- Mountain View Seniors Housing - \$190,690 (2015 - \$182,554)
- Parkland Regional Library - \$67,070 (2015 - \$66,610)
- The Town receives a requisition for the amounts to be collected from each organization prior to setting the tax rates. The requisition amounts are collected along with the Town's municipal taxes and are then remitted to the requisitioning organization.

### Programs and Services not supported by taxes:

- The following programs and services are delivered by the Town through the collection of fees for services:
- Water and Wastewater services
- Solid Waste Collection services
- Cultural Programs funded from Natural Gas Franchise Fees:
  - The Evergreen Centre
  - The Museum
  - The Olds Municipal Library
  - Other cultural initiatives
- The cost of power for Street Lighting is funded from Electricity Franchise Fees.





Municipal Enforcement concentrated their efforts on areas within the Community Standards Bylaw 2015-08 which came into effect July 4, 2016:

- Public Behaviors and Nuisances
- Care of Properties
- Parking and Traffic
- Dogs and Cats



Two (2) Speed reader boards (trailers) were purchased in 2016 to raise awareness and help reduce vehicle speeds. An in-car camera was also purchased to enhance Officer safety, performance and professionalism. The video can simplify incident review and improve accountability. In-car cameras are widely used in enforcement throughout Alberta.

Municipal Enforcement provides assistance for the RCMP, Fire Department, Department of Transportation and Town operations. They also provide pedestrian and vehicle control for special events within the Town such as the 2016 Tour of Alberta cycling race and the Olds Fashioned Christmas Parade.



## Incidents

- Traffic 19%
- Parking 37%
- Unightly 19%
- Animal 8%
- Other 17%

## Olds Fire Department

### Firefighter Training

Firefighter training meets standards established by the National Fire Protection Agency (NFPA), the Alberta Emergency Management Agency (AEMA), the Office of the Fire Commissioner (OFC), and the Alberta College of Paramedics (ACP). Olds Fire Department members study both theory and practical training components.

Type of Response	Urban	Rural	Other
MVC's	17	47	4
Fire (structure)	13	8	1
Fire (vehicle)		6	
Fire (rubbish/grass)	1	9	
Fire Investigations	2	3	1
Controlled Burn	1	2	
Unreported Controlled Burn		1	
Mutual Aid Requests (Inside County)		15	
Mutual Aid Requests (Outside County)			8
Smoke Investigation	1	1	
Rescue	2		
Medical First Response	14	1	
Medical Assist - ECHO	17	5	
Medical Assist - LIFT	14	1	
Medical Assist (A-D)	20	8	
Public Hazard	6	1	
Gas Leak	1	1	
Gas Leak (CO Detector)	6		
Public Service	6	2	
Alarm (Sprinkler)	2		
Alarm (Fire - False Alarm)	67	7	
Fuel Spill	1		
<b>Total</b>	<b>191</b>	<b>118</b>	<b>14</b>



It was a busy year for Olds Fire Department members, as they spent their time not only protecting the interests of citizens within our community, but participating in various events such as Fire Education; P.A.R.T.Y. Program (Prevent Alcohol and Risk-Related Trauma in Youth); International Firefighters Day; Canada Day celebrations; Terry Fox Run; Fire Prevention Week and the Olds Fashioned Christmas Parade and Fireworks.



The Olds Fire Department works regionally with all departments within Mountain View County. Three platoons of regional firefighters were deployed to Fort McMurray between May 3-13, 2016 knowing their comrades who remained at home were providing full service and support to local communities.



Town of Olds

Request for Decision

19

**2<sup>nd</sup> Annual Powered by the People Gala in Support of Mountain View Seniors' Housing**

March 13, 2017

7B

**RECOMMENDATION**

**That a Gold Sponsorship be purchased at a cost of \$1,500 and an silent auction item not to exceed a value of \$\_\_\_\_\_ be donated, to the Mountain View Seniors' Housing Foundation 2<sup>nd</sup> Annual Powered by the People Gala being held on May 6, 2017**

**BACKGROUND**

The Mountain View Seniors' Housing Foundation is hosting their 2nd Annual Powered by the People Gala in Didsbury on May 6, 2017. As in the past the success of these events has largely been due to the contribution of the sponsors who have gone out of their way to lend financial support to our events. Every year the money raised at our events has been used to purchase furniture and equipment for our seniors' lodges and self-contained apartments in order for our seniors to have a safe and more home-like environment.

MVSHF is offering several different packages for sponsorship and these are detailed in the brochure that is enclosed with the donation request letter. You can choose how you would want to participate in the event and how you would like to help make our seniors lives better.

**ALTERNATIVE OPTIONS**

1. Council can approve the sponsorship and auction item in any amount deemed appropriate to the 2017 Mountain View Seniors' Housing Foundation Gala.
2. Council can receive this item for information only and in doing so not approve any ticket purchase or auction item to the 2017 Mountain View Seniors' Housing Foundation Gala.

**FINANCIAL IMPLICATIONS**

Cost	Source of Funding
\$1,500.00	2-1103-221-01 Council Promotions & Public Relations
\$ ??	2-1103-221-01 Council Promotions & Public Relations
<b>Total Cost</b>	

**ATTACHMENTS**

1. 2017 Mountain View Seniors' Housing Foundation Gala donation letter
2. 2017 Mountain View Seniors' Housing Foundation Gala Donation brochure

Prepared By:	Marcie McKinnon Legislative Clerk	Date:	March 8, 2017
Interim CAO Signature:	<i>Approved electronically</i>	Date:	MAR - 9 2017



February 23, 2017

Town of Olds  
4512 46<sup>th</sup> Street  
Olds, AB  
T4H 1R5

**Mountain View Seniors' Housing Foundation**  
#301, 6501 - 51st Street  
Olds, Alberta T4H 1Y6  
Ph: 403-556-2957  
Fax: 587-796-0773

Re: 2nd Annual Powered by the People Gala

To Town Council;

We are hosting our 2<sup>nd</sup> Annual Powered by the People Gala in Didsbury on May 6, 2017. As in the past the success of our events has largely been due to the contribution of our sponsors who have gone out of their way to lend financial support to our events. Every year the money raised at our events has been used to purchase furniture and equipment for our seniors' lodges and self-contained apartments in order for our seniors to have a safe and more home-like environment.

We ask that you consider supporting this event by joining hands with us as a sponsor. As a sponsor, your municipality is sure to receive exposure at the event and all promotions for the event. You will also receive tickets to the Gala (quantity depends on level of sponsorship) for individuals from your council.

We have several different packages for sponsorship and these are detailed in the brochure that is enclosed with this letter. You can choose how you would want to participate in the event and how you would like to help make our seniors lives better.

We look forward to hearing from you. In case you have any questions please feel free to contact me at the numbers given on the brochure enclosed. Thank you for your consideration.

Sincerely,

Ralene McCulloch  
Executive Assistant  
Mountain View Seniors' Housing Foundation





## Making a difference in our community!

Mountain View Seniors' Housing Foundation supports four lodges and ten senior self-contained buildings in the Mountain View County and is a registered charity established in 2002. The Foundation is intended to be a vehicle through which funds can be raised to assist the work of Mountain View Seniors' Housing. We raise funds on behalf of MVSH so we can purchase furniture and equipment and help fund activities bettering the lives of our seniors.

The Foundation is governed by a volunteer Board of Directors, with operations managed by a part-time Executive Director.

### Vision

Mountain View Seniors' Housing Foundation supports a culture of caring and sustainability by ethically fundraising to improve the quality of life for our residents, through individual donors, corporate and community partnerships.

### Mission

Mountain View Seniors' Housing Foundation is a trusted charity that aims to raise awareness and funds by collaborating with community partners with a goal to transform our buildings into homes and to provide quality care and outcomes for our residents.



### Mountain View Seniors' Housing Foundation

Ralene McCulloch, Executive Director  
P: 403-556-2957 or C: 403-507-5300  
E: [ralene.mcculloch@mvsh.ca](mailto:ralene.mcculloch@mvsh.ca)



### Mountain View Seniors' Housing Foundation

*2nd Annual Powered by the People Gala*

In Support of:





## Mountain View Seniors' Housing Foundation is excited to host our 2<sup>nd</sup> Annual Powered by the People Gala & Fundraising Event

Join us May 6, 2017 at 7pm at the Didsbury Multi-Purpose Room at the Memorial Complex at 1702 - 21 Ave in Didsbury, Alberta.

Cocktail Reception with Entertainment by Adria McCulloch & Tom King.

Semi-formal attire. Tickets \$100 per person.

### SPONSORSHIP

The Mountain View Seniors' Housing Foundation has two key annual fundraising events.

- Our Powered by the People Gala in the spring which brings together our community, sponsors and vendors for a night of entertainment and networking.
- Our Annual Golf Classic held in the September

The Foundation operates a Sponsorship Program that provides an opportunity for organizations to contribute at a variety of donation levels for each Annual Event.

Sponsorship dollars assist with presenting the two annual fundraising events.

### Where Does Your Support Go?

When you donate to Mountain View Seniors' Housing Foundation we are able to enhance the lives of our residents by funding activities, purchasing specialized furniture and equipment that is needed to create safe and homelike environments. As a trusted local charity, Mountain View Seniors' Housing Foundation strives to support keeping our seniors in our communities.

### For Tickets and Sponsorship

Tickets and Sponsorship can be purchased online at [www.mvsh.ca](http://www.mvsh.ca) or by contacting Ralene McCulloch at:

P: 403-556-2957 or 403-507-5300

E: [Ralene.McCulloch@mvsh.ca](mailto:Ralene.McCulloch@mvsh.ca)

### Silent Auction Sponsorship

Name acknowledge on silent auction table and in the evening program.

All silent auction items need to be delivered to Mountain View Seniors' Housing Foundation by April 21, 2017.

Mountain View Seniors' Housing Foundation  
#301, 6501 - 51st Street  
Olds, Alberta T4H 1Y6

### Gala Sponsorship Opportunities

#### Platinum Sponsor - \$3,000

- 10 tickets to the Gala event (\$1000 value)
- Superior signage at the Gala
- Major Sponsor recognition during the event
- Your logo on all Guest gifts
- ½ page recognition in our evening program
- Logo on our Gala webpage for a year
- Recognition on our Facebook page

#### Gold Sponsor - \$1,500

- 4 tickets to the Gala event (\$400 value)
- Logo prominence at the Gala
- Sponsor recognition during the event
- ¼ page recognition in our evening program
- Recognition on our Facebook page

#### Silver Sponsor - \$1,000

- 2 tickets to our Gala Event (\$200 value)
- Logo prominence at the Gala event
- Logo acknowledgment in our evening program
- Recognition on our Facebook page

#### Bronze Sponsor - \$500

- 2 tickets to our Gala Event (\$200 value)
- Logo acknowledgment in our evening program
- Recognition on our Facebook page





Town of Olds

Request for Decision

23

Commercial Solid Waste Agreement

March 13<sup>th</sup> 2017

7c

**RECOMMENDATION**

Direct Administration to notify 'Waste Management Canada' that commercial solid waste will no longer be handled through a franchise agreement and will be going to the open market as of March 13<sup>th</sup> 2017.

**BACKGROUND**

Since 2015 the current franchise agreement expired, the town and waste management had been working on details as to what the new agreement should look like. If a new agreement was to be drafted or the town was to go out to RFP then the agreement would be call an exclusivity agreement and not a franchise agreement.

Prior to 2005, the Town of Olds collected commercial waste. In 2005 The Town of Olds signed a Franchise Agreement with Waste Management of Canada to "collect, remove, and dispose of all General Waste collected within the boundaries of the Town which is generated by the "Businesses" or "Other Premises" within the Town of Olds. A number of years has passed since the Town has reviewed the commercial general waste process. The Town engaged commercial stakeholders to assist in framing how we continue to align a sustainable solid waste collection system. Stakeholder information will be used to make decisions about future directions regarding commercial waste removal within the Town of Olds.

In the franchise agreement a stipulation was that Waste Management Inc. must tip commercial waste at the Mountain View Regional Landfill. One of the economic drivers that Waste Management Inc. has always cited for increasing cost is the cost of tipping fees at the regional landfill. We have asked Waste Management Inc. to include what their cost would be if they were allowed to tip elsewhere.

**ALTERNATIVE OPTIONS**

1. Council can receive this as information
2. Council can receive this RFD and direct administration to provide further details.

**FINANCIAL IMPLICATIONS**

N/A

**ATTACHMENTS**

Attachment: None

Submitted By:	Scott Chant Chief Operating Officer	Date: March 13 <sup>th</sup> 2017
COO Signature:	<i>[Signature]</i>	Date: <i>March 7/17</i>
Interim CAO Signature:	<i>Approved electronically</i>	Date: MAR - 9 2017





Town of Olds

Request for Decision

24

## Review Process for the Town of Olds Municipal Development Plan

March 13, 2017

70

### RECOMMENDATION

**That Council approve the attached “Town of Olds – MDP Review Process” as presented.**

### BACKGROUND

The review of the 2007 Municipal Development Plan (MDP) is a priority planning project for the Town. A process, schedule and cost estimate to undertake a comprehensive assessment of the current MDP Bylaw has been prepared and is attached.

The proposed process consists of internal dialogue and external input and engagement. The first phase focuses on identifying the areas that may need adjustment. Subsequent phases use the information from the initial input to shape an updated MDP.

Approximately 25% of the effort to undertake the activities outlined in the process relates to citizen and public engagement and referral to external agencies having an interest in the future plans of the Town.

The process is expected to take place over 2017 and 2018 recognizing that municipal elections late in 2017 will take priority over this project.

PCPS staff who would be assigned to the project includes planners Craig Teal and Natasha Wright and planning technician Jeremy Tisdale.

### ALTERNATIVE OPTIONS

1. That Council approves the MDP review process as presented.
2. That Council requests further information from Administration before proceeding.
3. That Council provides direction on changes to the proposed MDP review process.

### FINANCIAL IMPLICATIONS

The cost for PCPS to work on the MDP review is \$68,845 in fees and \$3,442 in expenses. Advertising costs and open house costs are not included in these figures. Funds for the MDP review process have been identified in the 2017 budget. The process continues into 2018 and the cost will be spread over two budget years if required.

### INTERDEPARTMENTAL INVOLVEMENT / IMPLICATIONS


The proposed MDP review process includes opportunity for Town Departments to comment and provide input at key steps in the process.

### INTERGOVERNMENTAL INVOLVEMENT / IMPLICATIONS

The proposed MDP review process includes opportunity for referral agencies to comment and provide input.

### ATTACHMENTS

Town of Olds – MDP Review Process document

Submitted By:	Craig Teal, RPP, MCIP Parkland Community Planning Services (PCPS)	Date: March 6, 2017 <sup>25</sup>
Chief Operating Officer:		Date: <i>March 7/17</i>
Interim CAO Signature:	<i>Approved electronically</i>	Date: <b>MAR - 9 2017</b>

## TOWN OF OLDS – MDP REVIEW PROCESS

The Town of Olds Municipal Development Plan was last updated in 2006/2007 and represented a major overhaul of the preceding 1998 Municipal Development Plan. It was prepared at a time when the Town had few master plans for major facilities and core functions and no growth management strategy or intermunicipal framework were in place. Much has changed since the MDP was last updated. Additionally, the pace of growth and nature of development in the community has changed significantly compared to the time before 2006/2007.

The MDP Review Process is intended to assess the current policies and direction of the 2006/2007 MDP to determine what is working as intended and what may be falling short. The process will involve determining if the policies still fit the desired direction of the community. This may entail revising some policies and adding policies for topics that are not adequately covered.

A process to undertake a comprehensive review is outlined below. It starts with an initial or preliminary assessment of the current state of the MDP and suggestions on possible changes. This is intended to scope out the number and type of topics that may require attention through the review. Based on the outcome of the initial phase, the scope of the review and update of the MDP may have to be adjusted to reflect available resources and a schedule for completion.

### **The Review Process:**

#### Phase 1: Updates and Initial Assessment

- Activity 1: Prepare a consolidated version of the MDP based on the amendments formally made since 2007. This will create a common reference point from which to launch the review.
- Activity 2: Prepare a description of the possible inconsistencies with Town plans completed since 2007. Not all plans adopted by the Town may have resulted in a MDP amendment. To address this issue, a summary report and drawing(s) showing the issues requiring attention will be created. A listing of all Town plans adopted by Council since 2007 and having a bearing on the physical layout of the community will be compiled.
- Activity 3: Host a discussion forum with representatives of Town Departments to obtain their thoughts and suggestions on items needing to be reviewed and/or updated. A copy of the consolidated MDP and summary report of issues will be forwarded in advance of a face to face meeting/discussion.
- Activity 4: Council workshop to provide background on current status of the MDP based on the preceding steps and to obtain Council input on main issues where review is desired. Council will be provided an overview of the current MDP and a preliminary list of issues requiring review and asked to identify areas to be added to the list. The workshop will also be an opportunity to explore areas of concern in some detail to provide a solid base of understanding for the project team.
- Activity 5: Host public input session on the current MDP to provide opportunity for the public and development community to flag items for review. Re-affirmation of the current

vision statement will also be sought. Public notification will be achieved through advertisement (using print and social media) and members of the development community will receive an invitation to a combination open house/face to face meeting to facilitate discussion.

Activity 6: Prepare a summary report on the items flagged for review and gaps in policy needing to be addressed and confirmation of next steps in the review process. The input gathered from the preceding steps will be summarized to gain a fuller understanding of the scope of the review. Based on this, the process may require adjustment. The summary report will be reviewed with Council.

Note: End of Phase 1 is opportunity to assess remaining activities and schedule.

### Phase 2: Shaping Possible Policy Changes and Directions

Activity 7: The list of review items will be sorted between those that are relatively minor adjustments and those that may involve a considerable change in course or require more in depth discussion. For the larger topics (e.g. design of residential neighbourhoods) a series of Council workshops (expected to be at least 2 - actual number yet to be determined) will be arranged. Each workshop will focus on background of the current policy and potential implications of shifts in policy. Wherever possible, graphic representation and modeling and short discussion papers will be used to convey key considerations and implications of policy choices (e.g. relation of neighbourhood and community design to Town operations).

Activity 8: Draft set of MDP updates for review with Council and make revisions where desired. A series of short papers organized on a topic basis will be reviewed with Council to confirm the desired policy direction.

### Phase 3: Public Consultation and Input

Activity 9: Host a public information session on the MDP to gather feedback on issues flagged to date and possible changes in policy direction and allow suggestions for further changes. This will involve an open house/drop-in format that allows participants to review display boards and discuss issues with project team members and Town staff. Feedback will be collected through a variety of tools (comment forms, online input, etc).

Activity 10: A draft outline of the possible MDP changes will be circulated for review by Town Departments. Feedback will be collected individually and through a workshop hosted by the project team.

Activity 11: Summary of feedback and possible responses or adjustments will be created and reviewed with Council.

Phase 4: Prepare Revised MDP

- Activity 12: A full, revised version of the MDP will be prepared and forwarded to Council for their review in advance of a workshop with the project team. Revisions will be made based on the Council discussion.
- Activity 13: The proposed MDP will be sent out for review to external agencies (e.g. Mountain View County, school divisions, Alberta Transportation), the general public and Town Departments requesting comments and inviting them to an open house.
- Activity 14: Host an open house to review the proposed MDP and make the document available through the Town website. Feedback will be collected in a variety of ways.
- Activity 15: Summary of input and suggested modifications in response to input received to be prepared and reviewed with Council.

Phase 5: Formal Adoption

- Activity 16: Prepare adopting bylaw for first reading and present to Council
- Activity 17: Public referral and notification process
- Activity 18: Host Public Hearing
- Activity 19: Consider second and third reading and amendments (if necessary)

**Schedule:**

A tentative schedule has been prepared based on an assumed start date; the need to provide sufficient time for internal and external participants to engage in the process, and the impact on Council's meeting schedule and time available in 2017. As the process unfolds, periodic adjustments to the schedule may be required.

Phase 1: March – July 2017 (5 months)

Activities 1 & 2.....	March 2017
Activities 3 & 4.....	April 2017
Activity 5.....	May – June 2017
Activity 6.....	July 2017



Phase 2: August – September 2017 (2 months)

Activity 7..... August 2017

Activity 8..... September 2017

Phase 3: January – February 2018 (2 months)

Activities 9 &amp; 10..... January 2018

Activity 11..... February 2018

Phase 4: March – May 2018 (2 months)

Activity 12..... March 2018

Activities 13 &amp; 14..... April – May 2018

Activity 15..... May 2018

Phase 5: June – July 2018 (2 months)

Activities 16 &amp; 17..... June 2018

Activities 18 &amp; 19..... July 2018

**Resource Requirements:**

In addition to Council's time to serve as the Steering Committee for the review, the primary resource for undertaking the process will be staff from PCPS. Town staff time will also be required for several activities.

PCPS Responsibilities:

- Manage the project and undertake activities based on the approved process
- Undertake required research, drafting of policies, writing plan and preparing supporting maps
- Prepare materials for public circulation and review including display materials for open house and input events
- Facilitate Steering Committee meetings and discussions
- Present updated MDP to Council at public hearing

Town Responsibilities:

- Staff time to review materials, participate in workshops and assist with public open house events
- Provision of background materials and input from other consultants

- Contact lists, assistance with and costs for all mail outs and public notification tasks
- Costs for all venue rentals, open house materials and any third party charges for information needed in the process

### **Budget for Planning Assistance:**

Based on the expected level of effort to successfully complete the activities described above, the estimates for planning services are as follows:

Project Phase	Planner (\$150/hr)		Technician (\$95/hr)		Sub-Total of Fees for Phase
	Hours	Fees	Hours	Fees	
Phase 1	100	\$15,000	26	\$2,470	\$17,470
Phase 2	130	\$19,500	25	\$2,375	\$21,875
Phase 3	45	\$6,750	15	\$1,425	\$8,175
Phase 4	90	\$13,500	30	\$2,850	\$16,350
Phase 5	30	\$4,500	5	\$475	\$4,975
Sub-Total	395	\$59,250	101	\$9,595	<b>\$68,845</b>

The total estimate for fees is \$68,845.00. Project expenses and disbursements (e.g. printing costs, mileage, etc.) are estimated at 5% of fees in the amount of \$3,442.00.



Town of Olds

Request for Decision

31

**Reports from Council, Authorities, Boards, Commissions, Committees and Task Forces**

March 13, 2017

*8A*

**RECOMMENDATION**

**That the reports from Council, Authorities, Boards, Commissions, Committees and Task Forces, ending March 13, 2017 be received for information.**

**BACKGROUND**

	Central Alberta Economic Partnership		Municipal Planning Commission
	Citizens' on Patrol	✓	Olds & District Chamber of Commerce
	Community Learning Campus		Olds & District Community Policing Advisory Society
	Family & Community Support Services		Olds & District Municipal Library Board
	Fire Committee		Olds Institute Technology Committee
✓	Mountain View Regional Waste Management Commission	✓	Parkland Community Planning Services
	Mountain View Regional Water Services Commission		Parkland Regional Library Board
	Mountain View Seniors' Housing		Red Deer River Municipal Users Group
	Mountain View County Highway 2/27 ASP Steering Committee		South Red Deer Regional Wastewater Commission
	Municipal Area Partnership		Southern Alberta Energy from Waste Association

**ALTERNATIVE OPTIONS**

1. Council can receive for information the minutes of the various authorities, boards, commissions and task forces.

**ATTACHMENTS**

Various minutes are attached.

Prepared By:	Marcie McKinnon Legislative Clerk	Date:	March 8, 2017
Interim CAO Signature:	<i>approved electronically</i>	Date:	<b>MAR - 9 2017</b>



**Mountain View Regional Waste Management Commission**

**Regular Meeting  
Mountain View County Office  
9:00 a.m.  
January 30, 2017**

**MINUTES**

---

<b>In Attendance</b>	<b>Mary Anne Overwater</b>	<b>Chair, Town of Olds</b>
	<b>Patricia McKean</b>	<b>Vice-Chair, Mountain View County</b>
	<b>Al Gil</b>	<b>Town of Carstairs</b>
	<b>Verna McFadden</b>	<b>Town of Sundre</b>
	<b>Garth Hollinger</b>	<b>Town of Didsbury</b>
	<b>Tim Hagen</b>	<b>Village of Cremona</b>
	<b>Angela Aalbers</b>	<b>Alternate, Mountain View County</b>
<b>Staff</b>	<b>Pat Sliworsky</b>	<b>CAO</b>
	<b>Lindsay Miller</b>	<b>Administrative Assistant</b>

**1. CALL TO ORDER** Chair Mary Anne Overwater called the meeting to order at 9:00 a.m.

**2. ADDITIONS TO OR DELETIONS FROM THE AGENDA**

11.5 Canadian Diabetes Association

**3. ADOPTION OF AGENDA**

**3.1 Adoption of Agenda**

**Resolution #01-17**

Moved by Al Gil

THAT the agenda for the January 30, 2017 Regular Meeting be adopted as amended.

CARRIED unanimous

**4. ADOPTION OF MINUTES**

**4.1 Minutes of December 19, 2016 Regular Meeting**

**Resolution #02-17**

Moved by Garth Hollinger

THAT the Commission approve the minutes of the December 19, 2016 Regular Meeting as circulated.

CARRIED unanimous

**5. BUSINESS ARISING**

None.

**6. NEW BUSINESS**

**6.1 Recycling  
Depots vs  
Commercial Use**

**Resolution #03-17**

Moved by Al Gil

THAT the Commission direct Administration to send a letter to all of the member municipalities as discussed.

CARRIED unanimous

**6.2 Disposal  
Of Carcasses**

**Resolution #04-17**

Moved by Patricia McKean

THAT Schedule B of the Waste Services Agreement and Prohibited Waste Policy 22-14 be changed to restrict all animal carcasses for disposal.

CARRIED unanimous

**7. COMMITTEE REPORTS**

**7.1 Finance  
Committee**

**Resolution #05-17**

Moved by Patricia McKean

THAT the Commission approve the Financial Reports as presented.

CARRIED unanimous

Next Meeting: March 14, 2017 @ 9:00 a.m. Town of Olds Office.

**7.2 Landfill  
Committee**

Al Gil updated the Commission on the tonnages received at the Landfill and Transfer Stations.

Pat Sliworsky, CAO, updated the Commission on the progress of the removal of the bales of plastic and twine at the Olds Transfer Station.

**Resolution #06-17**

Moved by Tim Hagen

THAT the tonnage reports be accepted as presented.

CARRIED unanimous

Next Meeting: February 6, 2017 @ 9:00 a.m. Didsbury Office

**8. CAO REPORT**

**8.1 Bids for  
Shingle Grind**

Pat Sliworsky, CAO, updated the Commission on another contractor who is now starting to grind shingles in Alberta.

**8.2 Membership and  
Waste Services  
Agreements Update**

Pat Sliworsky, CAO, updated the Commission on the Membership and Waste Services Agreements. To date all municipalities have approved both Agreements.

**Resolution #07-17**

Moved by Al Gil

THAT the Commission accept the CAO report as presented.

CARRIED unanimous

**11. CORRESPONDENCE**

**11.1 Alberta CARE  
Conference**

**Resolution #08-17**

Moved by Verna McFadden

THAT the Commission approve a maximum of two board members to attend the Alberta CARE Conference held in Olds on February 22 to 24, 2017.

CARRIED unanimous

**11.2 Letter from  
Village of Cremona**

**Resolution #09-17**

Moved by Tim Hagen

THAT the Commission approve to pay the SAEWA membership fee for all of the Member municipalities.

DEFEATED

**Resolution #10-17**

Moved by Al Gil

THAT the Commission direct Administration to send a letter to the Village of Cremona as discussed.

CARRIED unanimous

**11.3 SWANA  
Conference**

Pat Sliworsky, CAO, updated the Commission on the upcoming SWANA conference being held May 17 – 19, 2017 in Saskatoon, Saskatchewan.

**11.4 Canadian Wood  
Waste Recycling  
Workshop**

Pat Sliworsky, CAO, updated the Commission on the upcoming Wood Waste Recycling Workshop being held on March 1, 2017 in Drayton Valley.

**11.5 Canadian  
Diabetes  
Association**

Pat Sliworsky, CAO, updated the Commission on the request received from the Canadian Diabetes Association for donation bins.

**Resolution #11-17**

Moved by Al Gil

THAT the Commission direct Administration to send a letter to the Canadian Diabetes Association in regards to contacting all member municipalities as discussed.

CARRIED unanimous

**Resolution #12-17**

Moved by Garth Hollinger  
THAT the Commission accept the Correspondence as  
information.

CARRIED unanimous

**9. DIRECTORS COMMENTS**

A discussion was held regarding the recycling centres.

**12. NOTICE OF MOTION**

None.

**13. NEXT MEETING**

**13.1 Mountain View County Office, February 27, 2017 @ 9:00 a.m.**

Break at 10:31 a.m. to 10:45 a.m.

Lindsay Miller left the meeting and Angela Aalbers joined the meeting.

**16. IN-CAMERA ITEMS**

**Resolution #13-17**

Garth Hollinger made a motion to go in-camera at 10:45 a.m.

CARRIED unanimous

**Resolution #14-17**

Garth Hollinger made a motion to come out of camera at 2:35  
p.m.

CARRIED unanimous

**17. ADJOURNMENT**

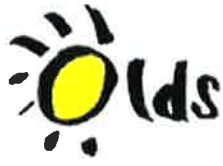
**Resolution #15-17**

Moved by Patricia McKean  
THAT the meeting be adjourned at 2:35 p.m.

CARRIED unanimous

  
Chair

  
CAO



## Greetings from The Chamber

Although the 2017 year is off to a great start, some of you may be aware the Olds and District Chamber of Commerce (ODCC) regretfully accepted the resignation of President Stephen Dodwell in early February. Stephen was a well-loved leader who brought a keen wit and progressive ideas to the Chamber. As fate would have it however, Stephen moved on to take over duties of the Delta Marriott Hotel in Kananaskis, as of the 13<sup>th</sup> of February. He will be missed by his employees, colleagues and fellow Directors of the Chamber. Best wishes from us all on your new adventures Stephen!

Elections of new officers—and appointment of president will take place at the March 15th Meeting of the Board, following the upcoming The ODCC **Annual General Meeting (AGM) March 8, 2017**, at the Pomeroy Inn & Suites, from noon – 1pm.

Annual general meetings of the board are an important event for membership to attend as they provide opportunity for open communication and accountability. Member participation is encouraged regarding the governance and leadership of the Chamber through nominations of new board directors. The AGM gives the Chamber an opportunity to communicate with members, sponsors, and the general public, transparencies of vital information such as financial statements as integral elements in fulfilling the legal requirement of a non-profit organization.

Speaking of transparency, February 8th the Chamber held its **first ever sponsored Lunch n' Learn** with a presentation by **Ben Stone of Packer of Plus & Associates Nesbitt Burns**, held at the Ramada Inn. Ben spoke on "New transparencies in Investment Management" while attendees enjoyed a delicious meal provided by EDO Japan. To view Bens informative presentation on our Facebook page, see link [here](#). To learn more about the products and services of BMO Packers and Associates, click [here](#).

A reminder to mark your calendars for upcoming **Chamber Lunch n' Learns: April 19<sup>th</sup>**, the chamber is pleased to welcome O-Net as sponsoring organization who will provide attendees with updated information regarding some of the new products and services being offered to O-Net customers. Location tba.

Also, **May 10; the Chamber Lunch n' Learn** is excited to hear from a new business coming to Olds, with representatives from Sundial Growers. Sundial will have a significant impact and influence on Olds and area, offering **over 500 jobs** for residents once operations are up and running. Location tba.

Anyone interested in learning more about how to Host/Sponsor a Chamber Luncheon Breakfast event can click on [Chamber Breakfast/Luncheon Hosting/Sponsorship Program](#) for an application.

In celebration of **Exceptional Customer Service** in the Olds business community, the winner for January/February is Preferred RX employee: David Ruan. Be sure to congratulate David next time you stop in. All businesses are encouraged to make use of the Exceptional Customer Service nomination forms available [here](#).

Update on relocation plan's for the Chamber, Olds Institute, Uptowne Olds and Tourism in working better together from a store-front location; the keys to the previous Cooperators Insurance location (across from the post office) were handed over in early February. With the help of a successful Provincial C.A.R.E.s (community regional and economic support) grant submitted by the Olds Institute, renovations to accommodate these economic entities are underway, with an estimated move in date the latter part of April.



We are pleased also, to report to have received well over half membership renewals to date. Businesses<sup>37</sup> can expect receipts in their mailbox very soon. If you've not yet renewed your membership– you are encouraged to do so- so as to not disrupt your many member privileges and discounts. And, if you are not yet a Chamber Member, and would like to learn more about the many benefits of membership, give Executive Director; Robbin Corsiatto a call or email to find out the advantages of becoming a member today.

Speaking of perks of membership, heads up that your **M2M (Member 2 Member)** cards expired Feb.28, and NEW cards are in process of rolling out– if you have not yet received please contact the Chamber office. Businesses not yet enrolled in the M2M program may apply [here](#) or contact the chamber office for more information.

Further to the very exciting event mentioned last month, the Chamber is involved in bringing to Olds; the first ever '**Power Up! Alberta Entrepreneurs Conference**' **March 29, 2017** at the Pomeroy Inn and Suites. This first-of-its-kind conference for the area was initiated by AB Economic Trade & Development & ATB Financial, as the first of 6 projects slated in similar sized communities around the Province of AB. The Steering Committee responsible for bringing this conference from concept to reality are from local groups including the Olds Institute, Olds College, and your local Chamber. The intent of the one day conference is to provide opportunity for new startups –right through to well established businesses- to find resources and gain important information to energize their ideas into action, or recharge their ambitions to take their business to the next level. It is hoped this first-time event for rural Alberta will be offered annually, bringing with it a positive economic spinoff for the local and surrounding area economy. This exciting event also offers local business a chance to donate some 'swag' items to help promote your business. Contact the Chamber office to learn more about this time limited opportunity. A limited number of tickets for this business energizing event are available now- click [here](#) to get in on early bird pricing today!

Last but not least , plans are well underway to help you appreciate your staff/employees at the ever-popular annual sell out event; **Chamber Staff/Employee Appreciation Luncheon; April 12, 2017** at the Pomeroy Inn and Suites. Seating is limited, so book your table early. Check the Events Calendar often so you won't miss out on 'all things Chamber'.

In summary, continue to support one another, keep the rewards of membership flowing; remember to 'like' us often on our Facebook page, follow us on Twitter. And be sure to take advantage of the many benefits of membership, i.e. **Shop Local – Shop Olds Member to Member Program** with its many discounted offerings. And always- keep popping onto the Chamber website for updates on all things Chamber!

*Olds & District Chamber of Commerce  
"Your Voice in Business"*

The regular meeting of the Parkland Regional Library Board was called to order at 1:05 p.m. on Thursday, February 16, 2017 in the PRL Board Room, Lacombe.

**Present:** Debra Smith (Board Chair), Wayne Armishaw, Gavin Bates, Blaine Brinson for Jay Byer, Don Church, Deborah Cryderman, Leona Dickau, Rudy Durieux, Darlene Dushanek, , Sandy Gamble, Bruce Gartside, Bob Green, Kyle Greenwood, Lynda Haarstad-Petten, Sue Krest, Bev Krochak, Stephen Levy, Megan Hanson for Chris Lust, Peter Miller, Leah Nelson, Ray Olfert, John Rimmer, Bill Rock, Jeremy Sayer, Sheila Schulz, Janine Stannard, Les Stulberg, Jamie Syer, Doug Weir, Michael Wells, Shailen Weselak, Sharon Williamson

**With regrets:** Tammy Burke, Colleen Ebden, Ken Krause, Rosella Peterman, Sharolyn Sánchez

**Absent:** Darcy Bachman, Gord Christensen, Richard Elhard, David Griffith, Loanna Gulka, Michelle Hewko, Kaye Innes, Charles Jarvis, Lonnie Kozlinski, Dana Kreil, Brenda McDermott, Rick Manning, Rick Pankiw, Sonia Temple, Leonard Thompson, Penny Wurz, Shannon Yearwood

**Staff:** Ron Sheppard, Anna Alexander, Karyn Goodwillie, Briana Huether, Colleen Schalm, Tim Spark, Donna Williams

### **Call to Order**

Meeting called to order at 1:05 p.m. by Smith.

Smith welcomed everyone and asked everyone to introduce themselves.

### **1.1.1. Agenda**

#### **1.1.1.2 Adoption of the Agenda**

Motion by Levy, seconded by Schulz to accept the agenda as presented.

CARRIED UNANIMOUSLY

PRL 14/2016-17

#### **1.1.2 Approval of minutes**

Motion by Schulz, seconded by Dickau, to approve the minutes of the November 10, 2016 meeting as presented.

CARRIED UNANIMOUSLY

PRL 15/2016-17

### **1.3 Business arising from the minutes of November 10, 2016**

Smith asked if there was any business arising from the minutes. Nothing was brought forward.

## 2. Consent Agenda

Smith asked if there was any business arising from the consent agenda.

A motion to approve the consent agenda as presented was made by Cryderman, seconded by Sayer.

CARRIED UNANIMOUSLY  
PRL 16/2016-17

## 3. Board Education

Smith did a short presentation on the governance process of the board.

## 4. Items for Action/Information

### 4.1 Staff Long Service Awards

Smith explained that according to PRL's *Human Resource Manual*, "employees will be recognized with a monetary reward for long service with Parkland Regional Library". A pin and a monetary award is provided to staff. Long service awards for 2017 were presented to:

- Colleen Schalm – 10 years – pin and a \$500 cheque
- Norma-Jean Colquhoun – 5 years – pin and a \$100 cheque
- Judy Dubas – 5 years – pin and a \$100 cheque
- Tabby Bennedbaek – 5 years – pin and a \$100 cheque
- Rob Penrice – 5 years – pin and a \$100 cheque
- Chris Gregory – 5 years – pin and a \$100 cheque

Smith presented Schalm, Colquhoun, Dubas, and Bennedbaek with their awards. Penrice and Gregory were unable to attend the meeting.

Colquhoun, Dubas, and Bennedbaek left the meeting at 1:25 p.m.

John Rimmer entered the meeting at 1:30 p.m.

### 4.2 2016 Performance Measures

Each year the PRL Board is required to approve Parkland Regional Library's annual report for submission to Municipal Affairs.

Sheppard explained that the format was changed to this year's report including an online submission. Some of the information required was changed significantly. Therefore we cannot compare some statistics to the previous years. A synopsis of the annual report was reviewed.

Sheppard reviewed the section of Accomplishments and Comments. Some of the highlights include:

Accomplishments:

- Revised how Parkland sorted and managed in-system transits for greater efficiencies.
- Upgraded PRL's fire alarm system.
- Implemented Microsoft Office 365 for headquarters and member libraries.



- Completed a major repair to PRL's receiving area concrete floor.
- Implemented Microsoft Office 365 for headquarters and member libraries.
- Purchased and distributed 106 computers for member libraries and PRL headquarters.
- Coordinated the SuperNet upgrade for twelve member libraries and PRL headquarters.
- Initiated a switch in internet service provider from Platinum to Axia. PRL significantly increased bandwidth while reducing cost.
- Purchased and installed a new audio system for PRL's board room.
- Purchased a new phone system for Parkland.
- Upgraded all computers in the network (PRL HQ and member libraries) to the Microsoft Windows 10 operating system.
- Completed the migration of all member libraries to PRL's new website.
- Held a one-day conference in September with 130 attendees; 3 workshops and 27 training sessions for 378 staff and trustees.

#### Comments:

- The Parkland Regional Library Board is very grateful to the Government of Alberta and the Public Library Services Branch for the funding provided for First Nations Services.
- Also, thank-you very much to the Government of Alberta and the Public Library Services Branch for providing stable operation funding to public libraries and regional systems in the current, difficult economic climate.
- The Parkland board also appreciates the provincial licensing initiative that include funding for Mango Language Learning software, PressReader, the Alberta eBook project, payment of the Zinio platform fee, and the recently introduced Newspaper Source Plus.
- The Parkland board is also grateful for money to assist offsetting costs for the hoopla streaming media service.
- Please continue to work on helping regional systems obtain funding for renovating or obtaining new headquarters buildings.
- Thank you to the Public Library Services Branch for continuing to fund government courier.
- Parkland staff are seeing an increasing number of difficulties related to library board effectiveness. Could the Public Library Services Branch perhaps take on a bigger role in training library boards and dealing with problems at the local library board level?
- Thank-you to the Government of Alberta for providing the SuperNet bandwidth increases to libraries serving higher population centres and to system headquarters.
- One more point related to the SuperNet, the Government of Alberta generously funded the initial implementation of the SuperNet. However, when libraries move or undertake major renovations, the cost related to moving the SuperNet are prohibitive to a point where libraries are sometimes forced to decide between whether to move and get a new library or stay in an old facility to keep the SuperNet. The Parkland board understands that funding

SuperNet moves is not a Government of Alberta responsibility. However, it is an issue the GOA needs to be aware of in case the province can cultivate a solution to this problem. Even working with Axia to reduce the cost of the SuperNet moves would help.

Sheppard asked the board if they had comments to add to the annual report. Comments added include:

- Sustainable funding for rural libraries
- Change the Libraries Act so First Nation Reserves can be treated as municipalities

Motion by Armishaw, seconded by Haarstad-Petten that Parkland Regional Library Board approves the 2016 Annual Report of Public Library Systems in Alberta as amended.

CARRIED UNANIMOUSLY  
PRL 17/2016-17

#### **4.3 CIP Grant**

Parkland Regional Library staff applied for and successfully obtained a Community Initiative Program (CIP) grant in the amount of \$50,000 to support PRL's purchase of SuperNet Customer Edge Devices (CEDs) for member libraries and our headquarters building. Special thanks goes to Donna Williams and Tim Spark.

#### **4.4 Reserve Funds for eAudio**

Sheppard reported that the hoopla media streaming service is not sustainable. The cost is based on a check-out basis. Parkland imposed a further restriction on hoopla checkouts as of January 1, 2017.

If hoopla becomes unsustainable or PLSB does not continue to provide funding for hoopla, PRL needs to build its own collection. Staff want to have as close to 2,000 holdings as possible by the end of 2017, so want to purchase approximately 543 titles. There is \$6,500 budgeted for eAudio for 2017, so staff asked the Executive Committee for an additional \$35,000.

The Executive Committee made a motion at their January 26 meeting to move up to \$35,000 from the Unrestricted Operating Fund to purchase eAudio books. This is a one-time purchase at this point. The intent is to fill the potential void should access to hoopla's eAudio books either be curtailed further or disappear entirely.

Motion by Cryderman, seconded by Stannard, to receive the reserve funds for eAudio books for information.

CARRIED UNANIMOUSLY  
PRL 18/2016-17

#### **4.5 Website Enhancement**

Parkland staff need to make further enhancements to our new website to improve functionality. Staff budgeted \$15,000 towards the enhancements but the enhancements require an additional \$10,000. These are development costs and not subject to increase ongoing maintenance fees.

The Executive Committee made a motion at their January 26 meeting to move up to \$10,000 from the Technology Reserve to pay for the development of enhancements to PRL's website and those of Parkland's member libraries.

Motion by Green, seconded by Dickau, to receive the website enhancement for information.

CARRIED UNANIMOUSLY

PRL 19/2016-17

#### **4.6 Compensation Review**

As discussed at Executive Committee meetings, Parkland staff have sought quotes for an external party to engage in a compensation review. Three companies supplied quotes. The Hay Group quote was \$38,000; HR Group quote was \$8,000; and a quote from Margaret Law was \$7,200. The Executive Committee made a motion to move forward with the compensation review. After the Executive Committee and staff discussed the various proposals, Margaret Law was selected to conduct the compensation review. The Executive Committee authorized up to \$9,000 from the Unrestricted Operating Fund to cover the cost. Law will begin the review in March.

Motion by Schulz, seconded by Cryderman, to accept the compensation review for information.

CARRIED UNANIMOUSLY

PRL 20/2016-17

#### **4.7 Oculus Rift Gaming Kit**

As part of PRL's strategic plan work plan's action items, PRL is to "explore opportunities to host or provide online gaming". Parkland staff have purchased an Oculus Rift gaming kit. Oculus Rift is a virtual reality headset developed and manufactured by Oculus VR which provides a 3-D audio effect. The kit has been purchased and has already been used by a member library.

The Executive Committee authorized the expenditure of \$4,500 from the Unrestricted Operating Fund at their December 8, 2016 meeting to purchase a laptop, Oculus Rift, Pelican Case, and peripherals to create a new gaming lab.

Motion by Miller, seconded by Sayer, to accept the Oculus Rift Gaming Kit for information.

CARRIED UNANIMOUSLY

PRL 21/2016-17



#### **4.8 Changes to Alberta Library Conference Attendees**

At the November Organizational meeting, trustee names were drawn to attend the Alberta Library Conference in April. Stephen Levy's name was drawn but is unable to attend. From the other trustee names that were entered, Loanna Gulka's name was drawn to attend. Gulka will attend the conference in place of Levy.

#### **4.9 First Nations Services Update**

Sheppard reported that staff have been busy trying to reach out to First Nation communities. Staff are working with libraries adjacent to reserves to assist with service. Yellowhead Regional System, Northern Lights Regional System, Edmonton Public Library, and Parkland Regional Library met with Treaty 6 and are waiting to hear back from Treaty 6 to see if these libraries can provide a library orientation to the chiefs of Treaty 6.

PRL staff are reaching out to all reserve band councils and schools. Sheppard was to meet with one school but the meeting was cancelled. Another meeting has been set up with Louis Bull tribe's school on February 22. Dan Galway from Ponoka was to attend with Sheppard.

Parkland has offered to fund projects at libraries that enhance First Nations services. Ponoka public library has asked for funding for staffing an Outreach Coordinator. Parkland is paying for four member library staff to the First Nation Symposium in Edmonton. Camrose Public is hosting an Indigenous Culture Day and has asked Parkland for funding for this event. Parkland is looking at hosting a PD day here at Parkland for staff and member libraries.

Motion by Cryderman, seconded by Wells, to receive the verbal update on First Nations services project for information.

CARRIED UNANIMOUSLY  
PRL 22/2016-17

#### **4.10 Parkland Community Updates**

Several board members gave updates on community activities in their municipalities.

- Camrose Public – Deb Cryderman reported on the "Read for 15" contest. The Donalda Public Library placed first for the second year in a row with 62.16% of their community reporting reading for 15 minutes.
- Clive Public – is housed in the Resource Centre which is closing, and wondered if they could own the building.
- Heisler – starting storytime in the library once a month. It is very well supported.
- Sundre – Karen Tubb, programmer at Sundre, received the Lois Hole Community Leadership Award.
- Innisfail – held a literacy day on January 27 from 3:00-8:00; it was very well attended, had a technology station where patrons could bring in their device and be shown how to use it; a story time was held; hot dogs were served.
- Didsbury – still working on their expansion; for Read for 15 they collaborated with Parent Library and Adult Learning. They held a "Read Smore" event.

- Caroline – has a program “Caroline’s Magic Carpet Ride” on Thursdays, this includes guest speakers, a storytime was held, hands on learning activities; the library is hosting a paint class.
- Stettler – the computers are very popular, the rotary club donated \$10,000 to purchase more laptops; partnered with Jewel Theatres for a fundraiser movie nights; hosting a trustee workshop everyone is welcome.
- Bob Green – encouraged people to go to the ALTA facebook page.
- Amisk – thanked Ron for organizing the MLA visits; March 7 is the Mayor’s caucus so please lobby the provincial government one on one. Amisk is also doing a kids program on Saturdays for a year.

Church and Wells left the meeting at 3:15 p.m.

Gartside and Weir left the meeting at 3:18 p.m.

#### **4.11 Updates**

##### **4.11.1 Consulting Services**

A paper copy of the Consulting Services report was included in the agenda package.

##### **4.11.2 IT Report**

A paper copy of the IT report was included in the agenda package.

#### **5. Adjournment**

Motion by Levy, seconded by Stannard, to adjourn the meeting at 3:27 p.m.

CARRIED UNANIMOUSLY

PRL 23/2016-17

Meeting adjourned at 3:27 p.m.

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Chair



Town of Olds

Request for Decision

45

Correspondence and Information

March 13, 2017

11A

**RECOMMENDATION**

**That the Correspondence and Information Report ending March 13, 2017 be received for information.**

**BACKGROUND**

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

Council Policy 105C excerpt:

- d. *Ensure that all mail to the "Mayor", "Council", or the "Mayor and Council" is:*
  - i. *immediately forwarded to the Mayor's office, CAO and added to the Correspondence File which will appear on the next Council Agenda,*
  - ii. *reviewed by the CAO to see if administrative analysis and report is required,*
  - iii. *mail requiring a response, is answered to by signature of the Mayor, CAO or designate.*

LIST OF CORRESPONDENCE AND INFORMATION PRESENTED:

ITEM #	FROM / TO	REGARDING
<b>A</b>	SAEWA - It's A Game Changer	SAEWA Communication
<b>B</b>	Town of Olds – Celebrating Our Parks Announcement	Open House – Tuesday, March 14, 2017
<b>C</b>	Olds & District Chamber of Commerce letter dated March 2, 2017	Power Up Your Business Entrepreneurs Conference March 29, 2017

**ALTERNATIVE OPTIONS**

1. Council can provide further direction on any of the correspondence or information items.
2. Council can pass make another recommendation being specific in what it wishes to direct as an alternate follow up.

**ATTACHMENTS**

Correspondence and Information packet is attached.

Submitted By:	Marcie McKinnon Legislative Clerk	Date: March 8, 2017
Interim CAO Signature:	<i>Approved electronically</i>	Date: MAR - 9 2017



**IT'S A GAME CHANGER...  
SEE WHY?  
VISIT OUR NEWSLETTER**

## WINTER EDITION: SAEWA STEPS UP COMMUNICATION

### WHY? BECAUSE YOU ASKED AND WE LISTENED

find us here: [www.saewa.ca](http://www.saewa.ca) and here: [@saewa](https://twitter.com/saewa) on [twitter.com](https://twitter.com) and hear how the organization is stepping up communications and it's going to be a game changer!



### SAEWA in the NEWS

Southern Alberta Energy from Waste to help meet the Province's climate plan.

Click: [Rocky Mountain Outlook](#)

SAEWA Proposal discussed on Mountain FM Radio

Click: [Mountain FM Talkin' Trash](#)

### Strategic Update: Focus on Communications and Government Engagement

Have you heard?

We are becoming a household word – on waste that is!

Get set to hear how along with further important updates...

**\*Visit SAEWA as they present at the Alberta Cares Conference session on February 23, 2017 at Olds, Alberta.**

As part of its 2016 – 2017 strategic priorities, the SAEWA Board will focus on increased communication activities including messaging, and the development of more effective communications platforms such as our new Twitter handle while discussions with the provincial government will focus on energy, the environment, and economic development. SAEWA is currently working with a professional communications strategist to develop a communication action plan to support these strategic priorities.



New Now - see SAEWA on twitter or visit us at [www.saewa.ca](http://www.saewa.ca)

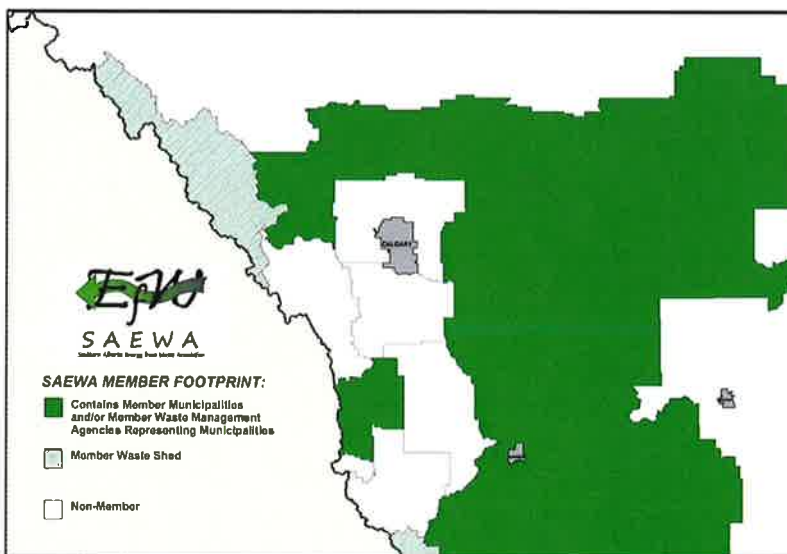


SAEWA continues to make strides in development of the Transportation Study, and Environmental Impact Analysis as they have engaged with The University of Alberta whom are notably recognized as experts in transportation research studies, also for their recent accomplishment in completion of the Tri – Region Transportation Study where they partnered with Alberta Innovates.

SAEWA along with HDR are working on assignment of a Project Coordinator to the project to enhance project reporting & scheduling outputs and improve efficiencies in moving project forward at a more aggressive pace. In addition to this, the SAEWA Board has approved HDR whom are recognized experts in Waste-to-Energy (WTE) to deliver the Terms of Reference (TOR) for the Transportation Study, Environmental Analysis, and the Site Study preselection qualifications prior to May 31, 2017 the estimated date of completion of for these two studies.

## About SAEWA

The Southern Alberta Energy from Waste Association (SAEWA) is a non-profit coalition of municipal entities and waste management jurisdictions in southern Alberta committed to the research and implementation of energy recovery from non-recyclable waste materials that will reduce long-term reliance on landfills. Established in 2009, SAEWA is seeking to foster sustainable waste management practices that contribute to our society's overall resource efficiency and environmental responsibility. SAEWA is in the final planning stages to develop an energy-from-waste facility that will handle the conversion of municipal and other sources of solid waste into energy.



# THIS AFFECTS YOU!

48



## Celebrating Our Parks

A community consultation

March 14, 2017



## Town of Olds

In conjunction with Canada 150 events across the country, the Town of Olds is hosting an Open House to discuss parks, trails, and open spaces.

**Tell us what you think, help shape the future of our community.**

Join us **Tuesday, March 14, 2017** from 1:00-4:00 pm or 6:00-8:00 pm

**Olds Royal Canadian Legion**

You can also provide feedback by participating on-line at [www.olds.ca](http://www.olds.ca) or share your thoughts on the "chalkboards" located in Centennial Park and Uptowne Olds.

For more information call Jennifer at 403-507-4811 or email [jlutz@olds.ca](mailto:jlutz@olds.ca)



# COMMUNITY CONSULTATION

Town of Olds Regular Council Meeting March 13, 2017





March 2, 2017

Dear valued Chamber Member,

As you may be aware, your local Chamber is one of the Steering Committee Members of the **Power Up Your Business Entrepreneurs Conference March 29, 2017**. What you may not know is, you as Chamber Members have an exclusive opportunity to promote your business to up to 180 delegates attending this first ever conference from all over central Alberta!

This is a conference you will not want to miss:

*“Power Up! The Alberta Entrepreneur's Conference brings to rural Alberta an opportunity for start-ups, small business owners and expanding operations to find resources and gain information that will energize their ideas into action, or recharge their ambitions to take their enterprises to a new and exciting level. The Power Up! Conference will bring in keynote speakers to talk about how even the smallest starts can realize the greatest dreams, perhaps kindling the spark of an idea to full flame, or instilling renewed energy to an established business. A mid-day Family Panel will speak to the trials and triumphs of nurturing small family-run operations into diverse international enterprises.*

*The full-day event will also feature breakout sessions with topics that range from crowdsourcing and alternative financing solutions, to social media and marketing. A service Marketplace will provide information for businesses that have yet to start, and those that are looking for that next level. And of course, there will be opportunity to network with fellow business people, consultants and mentors.”*

(More info or to register (and to save \$25 on early bird tickets until March 15th) go to; <https://powerupyourbiz.ca/>)

Back to how you can promote your business; by getting your business cards attached to a DOORPRIZE and/ or SWAG item (stuff we all get) for the event participants, you are giving up to 180 delegates a reason to walk through your door, or to have a conversation with you. This can be in the form of a SWAG item, which should be small enough to fit into a bag, i.e. your business card with a gift coupons or certificates attached, flash-drives, or other small items with your logo, etc. DOOR PRIZE donations can be any size, and as you can contribute, with your business card attached as well.

If you are interested in taking on this promotional opportunity to help your business and add value for the participants, it would be greatly appreciated in making this event even more meaningful and relevant to all involved.

And, if you have yet not registered, I encourage you to register early to get in on the \$25 savings and attend this full day of learning how to ‘power up’ your business. No matter the stage your business is at, be it in the start-up phase or well-seasoned and established, you will not want to miss this conference as it offers something for everyone.

Please contact me at your earliest convenience to drop off or arrange pick of your item(s).

Thank you in advance for your assistance in supporting and promoting your business in our local area!

Robbin Renee Corsiatto

Executive Director

Olds & District Chamber of Commerce