

**CONSOLIDATED TO APRIL 12, 2010**

(Municipal Government Act RSA 2000 Chapter M-26, Part 3, Division 7, Section 69 (1),(2),(3))

**TOWN OF OLDS  
Bylaw 2008-21  
Policies and Priorities Committee**

**A Bylaw to establish a Council Policies and Priorities Committee.**

**WHEREAS** under the authority of and subject to the provisions of the Municipal Government Act, Statutes of Alberta, Chapter M-26 and amendments thereto (hereinafter referred to as the "MGA") a Municipal Council is authorized to do something by resolution or to do something without specifying that it be done by bylaw or resolution, it may be done by resolution or bylaw.

**WHEREAS** it is deemed expedient by Council that a Bylaw provide for the establishment and processes of a Town of Olds Council Policies and Priorities Committee.

**NOW THEREFORE** the Council in the Town of Olds, in the Province of Alberta, in open meeting assembled, enacts as follows:

**SHORT TITLE:** This Bylaw may be referred to as the, '**A Bylaw to Establish a Policies and Priorities Committee.**'

**Name and Composition:**

1. (1) The '*Policies and Priorities Committee*' is the formal designation of the Committee of the Whole, and is comprised of each member of the Town of Olds Council.

**Staff Support:**

2. (1) The Chief Administrative Officer (CAO), or his/her designate, is the principal advisor to the Policies and Priorities Committee. Attendance of specific municipal staff is at the discretion of the CAO.

**Authority:**

3. (1) The Policies and Priorities Committee is advisory in nature, making recommendations to Council by way of resolution. No decisions will be made by Council at a Council Policies and Priorities Committee meeting. These meetings serve as an opportunity for Council to be provided with information on governance and policy matters. These meetings serve as an opportunity for Council to seek clarification on matters relating to Council business.

Bylaw No. 2008-25 Amending:

**Frequency of meetings:**

4. (1) One (1) meeting each month, held in the Council Chambers, Olds Town Office on the third Monday of each month at 3 p.m.

Bylaw No. 2009-03 Amending:

**Chairman:**

5. (1) The meetings are to be chaired by each member of Council excluding the Mayor (Chief Elected Official); Two (2) month term with alphabetical rotation starting at A.

**Regulations:**

6. (1) The Committee is intended principally as a forum for discussion rather than as a decision making venue.

6. (2) The Committee meeting is to comply with legislation that is applicable for Regular Council meetings and / or Council Committee meetings as described in the MGA.
6. (3) The Policies and Priorities Committee meetings shall be a public meeting, open to the public to observe only.
6. (4) Delegations may make presentations to the Policies and Priorities Committee by appointment only.
6. (5) The Committee may determine to meet in-camera on a vote of Council.
6. (6) The Committee may refer an item to the CAO for additional information or clarification but must move the issue forward to Council for consideration and decision upon receipt of the required information.
6. (7) Minute recording will take place at each meeting of the Policies and Priorities Committee and be maintained as an Official Record of the Town of Olds.

**Mandate to review and develop policy recommendations in the following areas:**

7. (a) Hear from delegations and / or refer delegations to Council.
- (b) Review matters forwarded to it by the CAO.
- (c) Consider matters placed on the agenda by other members of Council and / or refer such issues to the CAO for a report.
- (d) Make recommendation(s) on matters which it considers are within current policy.
- (e) Issues facing the municipality.
- (f) Policy development.
- (g) Bylaw development.
- (h) Business planning and budget.
- (i) Legal services and agreements.
- (j) Land sales or purchases.

**Quorum:**

8. MGA quorum requirements will prevail for the Council Policies and Priorities Committee.

**Term:**

9. A permanent Standing Committee of Council

---

**TABLE OF CONSOLIDATION FOR BYLAW No 2008-21:**

September 8, 2008	Town of Olds Bylaw No. 2008-21 Policies and Priorities Committee
October 27, 2008	Town of Olds Bylaw No. 2008-25 Policies and Priorities Amendment
January 12, 2009	Town of Olds Bylaw No. 2009-03 Policies and Priorities Amendment