



**Council Policies and Priorities Committee  
Regular Meeting Agenda  
For Monday, October 4, 2021 at 1:00 p.m.  
To be held electronically via Zoom Meetings,  
Town Office at 4512 – 46 Street Olds, AB**

As of March 27, 2020 the *Meeting Procedures (COVID-19 Suppression) Regulation* was enacted to assist local municipal governments meet *Municipal Government Act* legislative requirements for holding Council meetings.

This Special Closed Council Meeting will be conducted through electronic communications and will be held without the public body present at meeting location and is being electronically communicated through ZOOM MEETINGS. The PUBLIC will have opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID **889 8490 0172** and then Password **842823** to listen in to the live meeting.

**TO JOIN THE TOWN OF OLDS ZOOM MEETING**

<https://us02web.zoom.us/j/88984900172?pwd=MWpLckZZcXRMQzIMcldqaG02Q3VKZz09>

**Chair is Deputy Mayor – Councillor Mary Jane Harper**

**1. Call To Order**

**1A) Added Items**

**1B) Adoption of the Agenda**

**2. Adoption of Previous Minutes**

**2A) Policies and Priorities Committee Previous Meeting Minutes**

**3. Reports / Statistics**

**4. Presentations and Delegations**

**4A) I Love Olds - Photo Contest Winners**

**5. Business Arising from the Minutes / Unfinished Business**

**6. Bylaws**

**7. New Business**

**8. Adjournment**

**PUBLIC INFORMATION:**

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

***For a member of the public to speak to Council during a Council meeting, the item for discussion must fall under either one of the two excerpts noted below, as per the Town of Olds Procedural Bylaw.***

**Queries to Council during Council Meetings:**

Excerpts from Town of Olds Procedural Bylaw

**Conduct of Meetings**

4. The Mayor or other presiding Chair may, upon request of a member of Council, authorize a person in the public gallery to address Council, but only on the topic being debated at that time in the meeting and with time limits specified by the Mayor or other presiding officers.

**Delegations**

4. Delegations who have not submitted a written letter may be granted by the Mayor or other presiding officer a brief opportunity to outline the matter they wish to present to Council, and following that outline, the Mayor or other presiding officer shall determine if the delegation is to be granted time to present the matter outlined.

**Queries to Council can be sent via email during the Council meeting to [legislative@olds.ca](mailto:legislative@olds.ca)**

Policies and Priorities Committee Bylaw No. 2020-16

**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.



## **POLICIES AND PRIORITIES COMMITTEE REPORT**

Date: October 4, 2021  
Author: Marcie McKinnon, Legislative Clerk  
Department: OCAO  
SUBJECT: Adoption of Previous Minutes

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### **COUNCIL DIRECTION**

Accept the minutes as presented.

### **BACKGROUND**

The minutes from the September 7, 2021 Committee of Council Policies and Priorities meeting are being presented for Council's approval.

### **ATTACHMENTS**

Council Policies and Priorities Committee Meeting Minutes of September 7, 2021.

## PRIOR TO ADOPTION

Minutes of the Town of Olds Council Policies and Priorities Committee meeting conducted in person was held on Tuesday, September 7, 2021 at 1:00 p.m. in the Council Chambers, at the Town of Olds Municipal Office, 4512 – 46 Street, Olds, Alberta.

### ELECTED OFFICIALS:

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

### ABSENT- ELECTED OFFICIALS:

### ADMINISTRATIVE STAFF:

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

### 1. Call To Order

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

#### 1A) Added Items

None

#### 1B) Adoption of the Agenda

Moved by Councillor Blatz, "to accept the Policies and Priorities Committee agenda for the September 7, 1:00 p.m. meeting, as amended." (Move item 4B & 4C around, in order.)

Motion Carried PP21-86

### 2. Adoption of Previous Minutes

2A) Policies and Priorities Committee Previous Meeting Minutes

Moved by Mayor Muzychka, "to accept the July 5, 2021, Council Policies and Priorities Committee Minutes, as presented."

Motion Carried PP21-87

### 3. Reports / Statistics

3A) Mrs. Pam Davidson – Senate Tour

Mrs. Davidson was in Chambers and gave a brief introduction of herself and why she is running for a Senate seat and then fielded questions from Council.

Moved by Councillor Bennett, "that Council accept the Senate Tour presentation for information."

Motion Carried PP21-88

3B) Olds RCMP Detachment Quarterly Report

S/Sgt. Wright was in attendance and completed his first reporting period to Council with information as contained in the agenda package.

Council discussion ensued on:

Quarterly stats – 1<sup>st</sup> quarter

Bike patrols

Body worn camera  
Mental health calls  
RCMP Staffing process

CAO Merritt indicated that Administration is working to secure the opportunity to speak with K Div. at the upcoming AUMA convention.

Council invited s/Sgt. Wright to a future council meeting in a closed session to service level discussion or budget discussions on staffing.

Motion Carried PP21-89

Moved by Mayor Muzychka, "that Council accept the RCMP 1<sup>st</sup> Quarter Report as presented for information."

Motion Carried PP21-90

3C) Olds Fire Department Quarterly Report

Olds Fire Chief Andrew was in Chambers and presented the quarterly report to Council as contained in the agenda package.

Council discussion ensued, Chief Andrew fielded Council questions.

Moved by Councillor Blatz, "that Council accept the Olds Fire Department Quarterly Report for information."

Motion Carried PP21-91

3D) Olds Municipal Enforcement Quarterly Report

Senior CPO Eric Christensen spoke the quarterly statistic report contained in the agenda package.

Council discussion ensued, Mr. Christensen fielded Council questions.

Moved by Councillor Bennett, "that Council accept the Olds Municipal Enforcement second Quarterly Report for information."

Motion Carried PP21-92

3E) Operations / Capital Project – Monthly Verbal Update

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

Highway 27 & 70 Ave:

- Milling of the highway completed last week
- 80% of electrical conduit installed
- 75% of earthworks done
- 90% of road gravels placed
- Next steps are paving the widening, pouring the concrete median, and pouring of concrete pilings for the signal lights
- Overall the project is going very well aside from the weather as the project has experienced rain delays
- Project is on budget and on still on schedule for an October completion

68<sup>th</sup> Street / Roundabout:

- Detour road is in effect

- 65% of deep utilities installed
- Holding pond is 80% complete
- Roundabout earthworks is complete, gravel is going in
- Concrete curbs on roundabout starting in a week or so (weather may impact)
- Project is going well, weather has delayed it a bit by approximately 4 to 5 days.
- Project is on budget and on still on schedule for an October completion

North Reservoir Re-lining:

- COMPLETED.
- Completed under budget by approximately \$20,000 (still to be finalized)
- Completed ahead of schedule by 3 weeks

Wayfinding:

- Contractor has poured the pilings for all of the signs.
- Sign bases have been poured.
- Bases need to cure before signs are mounted, signs are scheduled to be placed by the end of September.
- Project is on budget.
- 7 Wayfinding signs this year
- 6 Vehicle Directional (mostly around Uptowne core) & 1 Civic Amenity (New Ops Centre)

Sewer re-lining project:

- COMPLETED.
- This project we capitalize as much of the budget as we can to complete as much work each year as possible.
- Under budget by approximately \$5,000
- Completed ahead of schedule by 2 weeks

Moved by Councillor Ryan, "that Council accept the Operations / Capital Project – Monthly Verbal Update for information."

Motion Carried PP21-93

3F) Economic Development Secretariat Quarterly Report

Mr. Larry Wright provided Council with highlights of his presentation as contained in the agenda package.

3G) Economic Development Officer – Report

Ms. Sandra Blyth the new Economic Development Officer for the Town of Olds, presented her PowerPoint *Building the Next Generation Economy* as contained in the agenda package, to Council.

Moved by Mayor Muzychka, "to accept the Economic Development presentations for information."

Motion Carried PP21-94

**CLOSED SESSION**

Item #1

3H) Economic Information - Central Alberta Economic Partnership

FOIP Section 16 – Disclosure harmful to business interests of a third party

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

Moved by Councillor Overwater, "that Council move to closed session in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section

16 and 25 at 2:44 p.m. with CAO Merritt, Director Linderman, Wagstaff, Andrew, Larry Wright, Sandra Blyth, James Carpenter, Monica Leatherdale and Marcie McKinnon to remain in attendance.”

Motion Carried PP21-95

Public and Staff were cleared from the council chambers.

*Deputy Mayor Harper called a recess at 2:45 p.m.*

*Deputy Mayor Harper reconvened the meeting at 2:54 in closed session*

Moved by Mayor Muzychka, “that the meeting reconvene to the regular Council meeting.”

Motion Carried PP21-96

*Deputy Mayor Harper recessed the meeting at 3:20 p.m.*

*Deputy Mayor Harper reconvened the meeting at 3:26 p.m.*

Public and Staff were allowed back in the Council Chambers.

Rise and Report

Moved by Councillor Overwater, “that Council accept the information from the Business Rep, as presented.”

Motion Carried PP21-97

#### **4. Presentations and Delegations**

##### **4A) Age Friendly Action Plan**

Mrs. Erica Sweetman was present in Council Chambers along with other member of the committee, Mrs. Sweetman came forward and gave a presentation to Council from the Age Friendly Committee as contained in the agenda package.

Council discussion ensued and Mrs. Sweetman responded to Council queries.

Moved by Mayor Muzychka, “that Council thank the Age Friendly Committee for all their hard work and dedication over the years, and that Council accept the information as presented & direct administration to bring back to the service level review for consideration.”

Motion Carried PP21-98

##### **4B) Olds Historical Society Annual Report**

Mrs. Donna Erdman, Olds Historical Society Board Chair, was present and provided the Annual Report to Council as contained in the agenda package.

Council discussion ensued and Mrs. Erdman responded to Council queries.

Moved by Councillor Thomson, “that Council accept the Olds Historical Society Annual Report for information and direct administration to bring back to a 2022 Budget discussions for consideration.”

Motion Carried PP21-99

##### **4C) Municipal Energy Manager**

Director Linderman introduced the Town’s new Municipal Energy Manager; John Masakhwe. Mr. Masakhwe then presented to Council information on energy management.

*Director Wagstaff left the meeting at 3:59 p.m.*

*Director Wagstaff rejoined the meeting at 4:04 p.m.*

Moved by Councillor Blatz, “that Council accept the Municipal Energy Manager’s presentation for

information.”

Motion Carried PP21-100

4D) September 30 Federal Holiday – Truth and Reconciliation

Ms. Debbie Rogers, HR Manager made a brief presentation on the recently announced Federal Holiday for federal public servants; September 30 National Day for Truth and Reconciliation.

Council discussion ensued.

CAO Merritt indicated that no matter what is determined on this item, that the Town of Olds will recognize the true meaning of this day in the Town and continue to proclaim September 30 as Orange Shirt day.

Moved by Mayor Muzychka, “that Council accept for information and thank you Mrs. Rogers for her presentation and direct administration to bring back to the very next Council meeting; in respect to the Town’s joining Welcoming and Inclusive Communities and to be a part of the Unesco international collation, so we can recognize September 30 as Orange Shirt day and recognize the importance of remembering what this day symbolises; please make recommendations of this Se September 30th and future Se September 30ths.”

Motion Carried PP21- 101

## **5. Business Arising from the Minutes / Unfinished Business**

None

## **6. Bylaws**

None

## **7. New Business**

7A) Council Policy 125C Elected Official Budget Plan

Director Linderman spoke to the amendments being proposed to Council Policy 125C Elected Official Budget Plan, as contained in the agenda package.

Council discussion ensued on:

*Timing of ‘due date’ date October 1<sup>st</sup>*

*Including Administration when Council does planning*

*Keeping point one only and change date to November 15; delete point two (election year)*

*CAO Merritt did note that overall the council budget won’t change that much, no matter who is on what Committee and that Council also has opportunity to review and adjust their budgets through the year Organizational meeting first before Council has to submit budget numbers*

*Timing of budget adjustments*

Council requested leaving point one with October 1<sup>st</sup> and delete point two.

Moved by Councillor Ryan, “that Council accept Council Policy 125C Elected Official Budget Plan, as amended for information and direct administration to bring back to a future Council meeting for further consideration.”

Motion Carried PP21-102

7B) Council Policy 126C Elected Official Professional Development

Director Linderman spoke to the amendments being proposed to Council Policy 126C Elected Official Professional Development, as contained in the agenda package.



Council discussion ensued on:  
*Consistent verbiage in policy*  
*Attendance at FCM*

#### **Amendments under Conference Attendance**

- c) The Mayor is approved to attend the annual conference of the Federation of Canadian Municipalities (FCM) ~~every two years when hosted outside Alberta.~~
- d) Up to ~~two other three members of Council~~ **Elected Officials** (excluding the Mayor) are approved to attend FCM conferences and attendance will be completed on a two year rotating basis. All Elected Officials will be permitted to attend FCM when the FCM Conference is held in Alberta.

#### **Amendments under Arrangements**

On Point b) change Councillors to Elected Officials

Moved by Mayor Muzychka, "that Council accept the Council Policy 126C Elected Official Professional Development, as amended for information and direct administration to bring back to a future Council meeting."

Motion Carried PP21-103

#### **CLOSED SESSION**

Item #2

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

Moved by Councillor Overwater, "that Council move to closed session at 5:14 p.m. in accordance with Section 197(2) of the *Municipal Government Act* to discuss matters exempt from disclosure under FOIP Section 25 (Item #2) with CAO Merritt, Director Linderman, Wagstaff, Andrew, *A/Dir of CS Michelle LaRoche* and Monica Leatherdale and Marcie McKinnon to remain in attendance AND then under FOIP Section 27 (Item #3) with CAO Merritt Director Linderman and Director Wagstaff to remain in attendance."

Motion Carried PP21-104

Public and Staff were cleared from the council chambers.

*Deputy Mayor Harper recessed the meeting at 5:14 p.m.*

*Deputy Mayor Harper reconvened the meeting at 5:23 in closed session*

*Director Andrew, Michelle LaRoche, Monica Leather and Marcie McKinnon left the meeting at 5:37 p.m.*

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

Motion Carried PP21-105

No Public was present.

*Deputy Mayor Harper recessed the meeting at 6:10 p.m.*

*Deputy Mayor Harper reconvened the meeting at 6:15 p.m.*

#### **8. Adjournment**

Moved by Councillor Blatz, "that this meeting be adjourned."

Motion Carried PP21-106

The meeting adjourned at 6:15 p.m.

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Mary Jane Harper  
Deputy Mayor

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Michael Merritt,  
Chief Administrative Officer

These minutes were approved on \_\_\_\_ day of October, 2021.



## POLICIES AND PRIORITIES COMMITTEE REPORT

Date: October 4, 2021

Author: Michelle Jorgensen, Heritage Advisor

Department: Community Services

SUBJECT: "I LOVE Olds" Photo Contest Winners – Congratulating Winners Virtually

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### **COUNCIL DIRECTION**

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

### **BACKGROUND**

Citizens were invited to take part in an online photo gallery contest the "I LOVE Olds" photo contest. The contest ran throughout spring and summer and closed August 31, 2021. The submissions were considered by Mayor and Council as well as the Public Art Advisory Committee and the recommendations for the winning entries are the result of those deliberations.

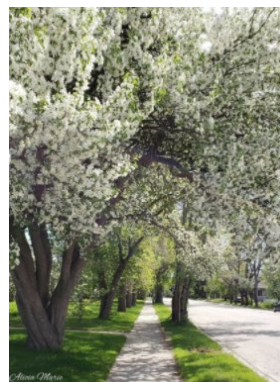
On September 27, 2021, Council declared the following photographs are the winners of the 2021 "I LOVE Olds" photo contest:



"Centennial" by Cheryl Persson



"Wetlands Beauty" by Leona Megli



"Summer Breeze" by Alicia Webb

Due to current Covid-19 restrictions, a "Thank You" gift on behalf of the Town of Olds has been presented to the photographers in advance of today's meeting and they have been asked to sign custom 'Canvas' prints created from their photos which will be displayed proudly in Town of Olds Facilities. The photographers are in attendance today, virtually, for Mayor and Council to offer their congratulations.