

Minutes of the Town of Olds Council Policies and Priorities Committee meeting being conducted electronically through ZOOM Meetings on Monday, February 1, 2021 at 1:00 p.m. through the Council Chambers, at the Town of Olds Municipal Office, 4512 – 46 Street, Olds, Alberta.

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. The PUBLIC had the opportunity to HEAR the meeting by calling this number 1 587 328 1099 (within Canada) and when prompted enter the Meeting ID 337 948 8245 and then Password 943170 to listen in to the live meeting.

#### **ELECTED OFFICIALS Participating Virtually:**

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

#### **ABSENT– ELECTED OFFICIALS:**

#### **Participating virtually for the Regular meeting of Council – STAFF:**

Michael Merritt, Chief Administrative Officer; Doug Wagstaff, Director of Community Services; Sheena Linderman, Director of Finance; Scott Chant, Director of Operations; Monica Leatherdale, Communications Coordinator; and Marcie McKinnon, Legislative Clerk.

### **1. CALL TO ORDER**

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

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

None

#### **B.) ADOPTION OF THE AGENDA**

Moved by Councillor Blatz, “to accept the Policies and Priorities regular Council agenda for the February 1, 2021 Policies and Priorities Committee as presented.”

Motion Carried PP21-01

### **2. ADOPTION OF PREVIOUS MINUTES**

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

Moved by Councillor Thomson, “to accept the Council Policies and Priorities Committee Minutes for December 7, 2020, as amendment.”

Motion Carried PP21-02

### **3. REPORTS / STATISTICS**

#### **3A) Olds Fire Department**

Chief Andrew participated virtually and presented the Fourth Quarter Statistics and the 2020 Year End Statistics, to Council as contained in the agenda package and responded to questions from Council.

Moved by Mayor Muzychka, “to accept the Olds Fire Department Fourth Quarter and 2020 Year End Report for information.”

Discussion on chute times

Council asked if statistics can be further broken down between urban and rural.

Chief Andrew indicated that it can and will, as soon as they convert to the new record management

system that option will be available.

Chief Andrew noted once system is activated, the he will be presenting reporting options to Council for their consideration. CAO Merritt requested that the new reporting system include the full year of information for true comparisons going forward.

Motion Carried PP21-03

**3B) Olds RCMP Detachment**

CAO Merritt introduced S/Sgt. Jody Achtymichuk as Acting Detachment Commander for retiring Olds RCMP Detachment Commander S/Sgt. Jim MacDonald.

Acting Detachment Commander, S/Sgt Jody Achtymichuk was online and presented the Fourth Quarter Statistics and the 2020 Year End Statistics as contained in the agenda package to Council and responded to Council questions.

Moved by Councillor Thomson, "to accept the Fourth Quarter Statistics and the 2020 Year End Statistics report from the Olds RCMP as information."

Motion Carried PP21-04

**3C) Olds Municipal Enforcement**

Senior Community Peace Officer, Eric Christensen participated virtually and presented the Fourth Quarter Statistics, to Council as contained in the agenda package and responded to Council questions.

Moved by Councillor Bennett, "to accept the Fourth Quarter Municipal Enforcement Statistics as presented."

Motion Carried PP21-05

**3D) Operations / Capital Project - Update**

Director Chant introduced the Town's contacts at MPE Engineering. Mr. Greg Sentis, Project Manager for the Town of Olds Operations Centre provided a brief update to Council on the progress of the facility. Project is currently on budget and time, one delay due to COVID issues, the air handling unit projected delivery is four weeks out and should be here and installed by the end of March. Mr. Andrew Simpson the Town's day-to-day liaison from MPE Engineering was present online and provided a brief update.

Director Chant narrated the Operations Site pictures as contained in the agenda package.

Council discussion ensued on materials, project proposal process, twenty staff and summer students will work out of this facility, full completion date of facility and artist drawings.

Moved by Councillor Bennett, "to accept the Operations Centre Update as presented."

Motion Carried PP21-06

Director Chant noted that the December 23, 2020 snow storm incident cost \$107,800 and that total includes contractors and equipment time and just over \$5000 of staff overtime.

Moved by Councillor Harper, "that Council accepts the snow report for information."

Motion Carried PP21-07

#### **4. PRESENTATION AND DELEGATIONS**

##### **4A) L.I.O.N.S. – O.R. Hedges Camp Ground Annual Report**

Director Wagstaff spoke to the L.I.O.N.S. annual report that comes to Council, he introduced Mr. Bob Graham and Mr. Dennis Moritz who were present at the Town Boardroom and made their presentation to Council as contained in the agenda package.

Moved by Mayor Muzychka, "to accept the L.I.O.N.S. – O.R. Hedges Camp Ground Annual Report as presented."

Motion Carried PP21-08

##### **4B) Restrictive Covenants – Parkland Community Planning Services**

CAO Merritt introduced Mr. Craig Teal with Parkland Community Planning Services. Mr. Teal explained to Council what restrictive covenants are and why they may be used and highlighted some issues that can emerge in relation to restrictive covenants and then responded to Council questions.

CAO Merritt suggested that we put these informational documents on the Town's website.

Moved by Councillor Blatz, "to accept the information the report on Restrictive Covenants."

Motion Carried PP21-09

*Deputy Mayor Ryan recessed the meeting at 3:15 p.m.*

*Deputy Mayor Ryan reconvened the meeting at 3:22 p.m.*

#### **5. BUSINESS ARISING OUT OF MINUTES / UNFINISHED BUSINESS**

None

#### **6. BYLAWS**

##### **6A) Bylaw 2021-01 – Land Use Bylaw 01-23 Amendment – Murals**

Mr. Craig Teal, with Parkland Community Planning Services took council through the proposed amendments to the Land Use Bylaw 01-23 in regards to Murals as contained in the agenda package.

Council discussion ensued.

Moved by Councillor Overwater, "that Council accept as information and direct Administration to bring back to a future regular Council meeting as amended by removing items 3(7)(a) & 3(7)(g) and adding a 30 day time limit for PAAC to decide and return a decision."

Motion Carried PP21-10

#### **7. NEW BUSINESS**

##### **7A) Council's Annual Schedule 2021**

Mrs. Lloyd presented the Council's Annual Schedule 2021 as contained in the agenda package.

Moved by Councillor Harper, "to accept for information the Council's Annual Schedule 2021."

Motion Carried PP21-11

##### **7B) Council's Strategic Plan Update 2021**

Mrs. Lloyd presented the Council's Strategic Plan Update 2021 as contained in the agenda package.

Moved by Mayor Muzychka, "to accept the Council's Strategic Plan Update 2021 as presented."

Motion Carried PP21-12

**7C) Principles in Policy and Procedure Development**

Mrs. Lloyd presented Principles in Policy and Procedure Development as contained in the agenda package.

Moved by Councillor Blatz, "to accept for information the Principles in Policy and Procedure Development."

Motion Carried PP21-13

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**7D) Policy Advisory Team (P.A.T.) Overview**

Mrs. Lloyd presented the Policy Advisory Team (P.A.T.) Overview as contained in the agenda package.

Moved by Councillor Thomson, "to accept for information the Policy report."

Motion Carried PP21-14

**7E) Policy and Procedure Development – Procedure 101P**

Mrs. Lloyd presented Policy and Procedure Development – Procedure 101P as contained in the agenda package.

Moved by Councillor Bennett, "to accept the Policy and Procedure Development Procedure 101P as information."

Motion Carried PP21-15

**7F) Municipal Measurement Index (MMI)**

Director Linderman explained the Municipal Measurement Index (MMI) as contained in the agenda package.

Moved by Mayor Muzychka, "to accept the Municipal Measurement Index (MMI) information as information."

Motion Carried PP21-16

**7G) MOST Grant Update**

Director Linderman presented information on MOST Grants as contained in the agenda package.

Moved by Mayor Muzychka, "to thank Director Linderman for all her work on this and to accept the MOST Grant information."

Motion Carried PP21-17

**7H) Development Permit Fees**

Director Linderman presented information on Development Permit Fees as contained in the agenda package.

Moved by Councillor Overwater, "to accept the Development Permit Fees information, as presented and to bring back to a future council meeting for further discussion."

Motion Carried PP21-18

Deputy Mayor Ryan explained the process for meeting participants on how Council moves in and out of the Closed Session.

**CLOSED SESSION**

**FOIP Section 17 – Disclosure harmful to personal privacy**

Moved by Councillor Harper, “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 17 at 4:57 p.m. with CAO Merritt, Directors Linderman, Wagstaff, Chant and Andrew in attendance.”

Motion Carried PP21-19

Administration moved the public into the waiting room at 4:57 p.m.

Moved by Councillor Overwater, “that the meeting reconvene to the regular Council meeting at 5:29 p.m.”

Motion Carried PP21-20

*Deputy Mayor Ryan recessed the meeting at 5:29 p.m.*

*Administration moved the public back into the meeting at 5:40 p.m.*

*Deputy Mayor Ryan reconvened the meeting at 5:40 p.m.*

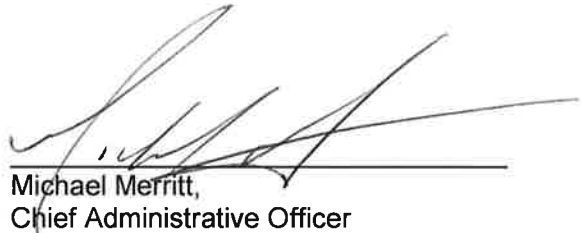
**8. ADJOURNMENT**

Moved by Councillor Overwater, “that this meeting be adjourned.”

Motion Carried PP21-21

The meeting adjourned at 5:41 p.m.

  
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Heather Ryan,  
Deputy Mayor

  
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Michael Merritt,  
Chief Administrative Officer

These minutes were approved on first day of March, 2021.