

## PRIOR TO ADOPTION

Minutes of the Town of Olds Policies and Priorities Committee Meeting held on at 1 p.m.  
Monday, June 3, 2019 in the Council Chambers, Olds Town Office.

### **PRESENT – ELECTED OFFICIALS:**

In the Chair, Deputy Mayor Mary Anne Overwater

Councillor Wade Bearchell; Councillor Debbie Bennett; Councillor Mary Jane Harper; and Councillor Wanda Blatz.

### **ABSENT – ELECTED OFFICIALS:**

Mayor Michael Muzychka; Councillor Heather Ryan

### **PRESENT – STAFF:**

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

### **1. Call To Order**

Chair, Deputy Mayor Overwater called the meeting to order at 1:01 p.m.

#### **1A) Added Items**

None

#### **1B) Adoption of the Agenda**

Moved by Councillor Blatz, “to accept the Council agenda for the June 3, 2019 Policies and Priorities Committee as presented.”

Motion Carried PP19-50

### **2. Adoption of Previous Minutes**

#### **2A) Policies and Priorities Committee Minutes – May 6, 2019**

Moved by Councillor Harper, “to accept the Policies and Priorities Committee meeting minutes from May 6, 2019 as circulated.”

Motion Carried PP19-51

### **3. Presentations and Delegations**

#### **3A) Delegation: Wild Rose Humane Society**

Mr. Mark Fourier, Volunteer Treasurer for Wild Rose Humane Society made a presentation to Council (PowerPoint document was provided to council at meeting and a copy will be held with the minutes).

The Wild Rose Humane Society services about 120,000 people from Innisfail to Airdrie, presently the society is taking only cats, but dog intake will be happening very soon. They are a no kill shelter. Currently they are 100% volunteer ran. As they will be soon taking in, fostering and adopting out dogs, and dogs require different levels of care, the Society is in process of securing funding for a part time manager. They are actively fund raising and are hosting their first annual dinner and silent auction on June 22, 2019 at the 582 in Didsbury.

Mr. Fourier indicated that the society is looking to work together to fill needs of what municipalities like ours need, for example perhaps they assist the bylaw officer when dealing

with animals, or the vet clinics in the area with animal housing. They are seeking to see what their partners need as the society grows and expands.

Moved by Councillor Bennett, "that Council accept the Wild Rose Humane Society presentation for information, and to thank the Wild Rose Humane Society for their dedication and hard work."  
Motion Carried PP19-52

**3B) Delegation: Olds Historical Society (Museum and Archives)**

Mrs. Donna Erdman, Chairperson for the Olds Historical Society Board was in attendance and gave a report to Council on the Olds Historical Society and Mountain View Museum and Archives.

Mrs. Erdman, spoke to the partnership between the Olds Historical Society and the Town of Olds has been instrumental since the very inception of the museum. The society is in charge of collecting and preserving artifacts in the Olds district for display and use in research. The Museum acquires new items for its permanent collection through the generosity of individual donations and/or bequests. Acquired collections are used to support the Museums research activities, educational programs, and exhibitions.

The Mountain View Museum Collection is comprised of artifacts (objects) that relate to the history, heritage and culture of Olds and District. Through the efforts of volunteers and staff, the museum boasts well-kept and properly preserved and interpreted artifacts making it a destination for residents and visitors of all ages. The intentions of the museum operations are to inspire the community to enjoy and understand its heritage, arts and culture through synergies of programs and partnerships. The Museum is open Tuesday - Friday, 11:00 am – 5:00 pm.

The Mountain View Archives includes textual documents and over 2000 photographs. Documents and photographs relate directly to Olds and area, or were personal documents/photographs of area residents. Photographs, letters, maps, documents, and other related materials are being preserved in the archives.

Mrs. Erdman spoke to the 2018-2019 highlights, in the gallery, at the Boy's and Girl's Club Summer Programming and Community Participation. She indicated that from June 2018 to May 2019 the number of people who signed in as Museum Visitors is 637. It must be noted that approximately one third of Museum visitors sign the guest book.

Mrs. Erdman spoke to the funding by the Town of Olds who is the major financial contributor to the operation and programming of the Mountain View Museum. She also spoke to the challenges such as requiring specialized staff, lack of volunteers, lack of sustainable funding and future opportunities, such as Museum status with Alberta Museums Association and the archival and artifact inventory is being digitized, and some long term goals, like a new facility.

Mrs. Erdman noted they have a new website and to please check it out.

General discussion ensued on hours of museum and Council encouraged Mrs. Erdman to speak with the Board about amending the hours to include Saturday, especially during tourist seasons.

Moved by Councillor Harper, "that Council accept the Olds Historical Society presentation for information, and to thank the Olds Historical Society for their dedication and hard work."

Motion Carried PP19-53

**4. Business Arising from the Minutes**

None

**5. Bylaws**

None

**6. Unfinished Business**

None

**7. New Business**

**7A) Sportsplex Report**

Director Wagstaff made presentation to Council on the Sportsplex as contained in the agenda package. He spoke on; ice bookings, dry floor bookings, and prime-time bookings and the primary user groups. The 2018-2019 Sportsplex highlights include: Torch Relay, Team Alberta Women's Under 18 Canada Winder Games, Hockey Alberta Pee Wee Female A Provincials, Annual Figure Skating Carnival, and numerous hockey tournaments.

Mr. Wagstaff spoke of work in progress and upcoming events such as: Replacement of Chiller in the curling rink and arenas. Seat redistribution as the current seating plan is based off 18" the Town is looking to reformat the seating plan on a 24" template. Looking forward to the 2020 Pinty's Grand Slam of Curling event and the Humpty's Champions Cup April 21-26, 2020. Also the seat installation preliminary planning for potential installation summer 2020.

Mr. Wagstaff updated Council on what was new at the Sportsplex in 2018 such as: Organizational realignment at the Sportsplex services with Community Services, and a New Sportsplex Supervisor & Facility Booking Attendant, and the office space changes such as: Ticket booth and Grizzlys sales shop, the Grizzlys Office in lobby area and the Sportsplex Supervisor and Facility Booking Attendant in main concourse office.

Mr. Wagstaff indicated some of the trends, challenges and opportunities they are looking at his year include:

- Increase in Lacrosse usage
  - Minor Lacrosse registrations increasing
  - Senior Mens' team start-up
- Hockey Canada Regulates Half-ice Play
  - Storage of boards, additional smaller nets
  - Coordination with Minor Hockey scheduler
  - Dressing room
- Olds Minor Hockey Elite Centre
  - Scheduling pressures
- Year Round Recreation Facility
  - Ice use later (April-May) and August start-up requires full staff complement
  - Explore recreation potential of dry surface
- Tracking utilization and user demographic
  - ask User Groups to provide postal code information of registered participants
  - Report on prime vs non-prime utilization
- Mid-day open ice utilization
  - Stronger promotion of public skate and shinny

Director Wagstaff introduced newer staff members, Michelle LaRoche, Manager of Community Services, Michael Keohane, Supervisor Sportsplex and Valarie Norrie, Facilities Booking Attendant to Council.

Moved by Councillor Bearchell, "that Council accept report on the Sportsplex as presented for information."

Motion Carried PP19-54

**7B) Council Policies:**

**503C Seasonal Road Maintenance**

Director Chant spoke on combining several policies into one with plain language and consistent standards.

Council suggested that this policy provide more clarity for when street sweeping will be done, once the priority route has been completed.

Moved by Councillor Harper, "that Council accept the presentation of Council Policy 503C Seasonal Road Maintenance for information and direct administration to amend as discussed and to bring forward to a future council meeting."

Motion Carried PP19-55

**504C Equipment Maintenance**

Director Chant spoke to the generalization of this policy on equipment maintenance.

Moved by Councillor Blatz, "that Council accept the presentation of Council Policy 504C Equipment Maintenance for information and direct administration to bring forward to a future council meeting."

Motion Carried PP19-56

**902C Green Space Areas**

Director Chant indicated that this policy is merging a few policies on green space areas.

Council asked if there was a policy on tree maintenance.

Director Chant indicated that there was not.

Moved by Councillor Harper, "that Council accept the presentation of Council Policy 902C Green Space Areas for information and direct administration to bring forward to a future council meeting."

Motion Carried PP19-57

**903C Playground Inspection and Maintenance**

Director Chant spoke on this policy for playground inspections and maintenance, the Town of Olds follows the Canadian Standards Association for Children's Play Spaces and Equipment.

CAO Merritt indicated that playgrounds replacement is set on a priority need basis.

General discussion ensued on trees with in the Town. How does the staff know how to care and maintain the trees, and how does the Town plan the replacement of the trees. Council suggested that a policy be created.

Director Chant advised that trees were choose through the Uptowne Area revitalization as well we have a list of trees that do better in our climate. He did caution that too much direction in policy could limit the Town and may require an increase in service levels.

Moved by Councillor Bennett, "that Council accept the presentation of Council Policy 903C Playground Inspection and Maintenance for information and direct administration to bring forward to a future council meeting."

Motion Carried PP19-58

Moved by Councillor Bearchell, "that Council direct administration to create a council policy on "Trees" as discussed and bring forward to a future council meeting."

Motion Carried PP19-59

## **8. Monthly Reports/Statistics**

### **8A) Municipal Enforcement Monthly Statistics**

Moved by Councillor Bearchell, "that Council accept the Municipal Enforcement Monthly Statistics as presented for information."

Motion Carried PP19-60

## **9. Question and Answer Period**

None

## **10. ADJOURNMENT**

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

Motion Carried PP19-61

The meeting adjourned at 2:24 p.m.

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Councillor Mary Anne Overwater  
Chair

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Michael Merritt  
Chief Administrative Officer

These minutes approved this            day of            , 2019.