

Minutes of the Town of Olds Council Policies and Priorities Committee meeting conducted electronically through ZOOM Meetings on Monday, June 7, 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 Debbie Bennett (from Council Chambers)
Mayor Michael Muzychka Councillor Mary Anne Overwater, Councillor Wanda Blatz, Councillor Heather Ryan, Councillor Mary Jane Harper and Councillor Mitch Thomson.

ABSENT– ELECTED OFFICIALS:

Participating virtually for the Regular meeting of Council – 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 Debbie Bennett called the meeting to order at 1:03 p.m.

1A) Added Items

CAO Merritt requested Community Police Officer (CPO) Vehicle be added as Item 6A.1) on the agenda
Councillor HARPER requested a Closed Session under FOIP 21 at end of meeting

1B) Adoption of the Agenda

Moved by Councillor Ryan, “to accept the Policies and Priorities Committee agenda for the June 7, at 1:00 p.m. meeting, as amended.”

Motion Carried PP21-57

2. Adoption of Previous Minutes

2A) Policies and Priorities Committee Previous Meeting Minutes

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

Motion Carried PP21-58

3. Reports / Statistics

3A) Operations / Capital Project – Monthly Verbal Update

Acting Operations Director Wagstaff introduced the new Operations Manager Mr. Dale Rankel. Mr Rankel introduced himself to Council.

Mr. Ben McPhee, Town of Olds Engineering Technologist provide Council with Capital Projects updates as follows:

Highway 27 & 70:

- RFP is complete and contractor is selected.

- We are awaiting Alberta Transportation final approval for the drawings.
- Once the approvals are completed, the contract will be signed for the project.
- Expected start date is late June

68th Street / Roundabout:

- Alberta Environment Approvals have been received.
- Contractor is ordering materials.
- Fortis is expected to start moving power poles and burying a portion of the line shortly.
- Main contractor is expected to start at the beginning of July.

Ops Centre:

- There are some odds and ends left to do such as landscaping and a bit of parking lot, but for all intents and purposes it is complete.
- We have started moving into the facility as time allows in a phased in manner.
- Project is on budget.
- Public needing to contact Operations are encouraged to do so via email if in person inquiries are required the public is requested to call ahead to arrange a time for an appointment.

North Reservoir Re-lining:

- Contractor has started work.
- Scaffolding is set up on the outside and inside of the reservoir.
- High pressure washing to remove loose debris and expose any other potential issues was completed.
- There was additional quantity that was identified on the ceiling of the reservoir, but this is covered under the existing project budget.
- Project is on budget and on schedule.

Wayfinding:

- Locations are staked out, and locates are being completed.
- 6 Vehicle Directional (mostly around Uptowne core) & 1 Civic Amenity (New Ops Centre)
- Contractor is expected to start in the next week or two.

Sewer re-lining project:

- Contractor is starting this week with cleaning, information gathering, and inspection videos.
- Once this is complete, it is usually a month for the liners to be made before coming back to install.
- Streets impacted (Approx. 1.3km worth of line):
 - o A section of Shannon Drive (from just west of Shannon Close to 43 St Close)
 - o Shannon Close
 - o A section of 55 Ave (44 ST to 43 ST)
 - o 49 Street (50 Ave to 52 Ave)
 - o 56 Street (49 Ave to 48 Ave)
 - o 49 Ave (one small section going north from 56 ST)
 - o 51 St (48 Ave to 47 Ave)

AC install in Evergreen Centre and Sump Pump replacement in Sportsplex
Arrangements being finalized with contractors for timing/availability for work to be completed (each only a couple of days)

Council discussion ensued. Mr. McPhee responded to Council queries.

Moved by Councillor Harper, "to accept the Operations / Capital Project Verbal Update for information."
Motion Carried PP21-59

4. Presentations and Delegations

4A) Jaffray Elite Training (JET) - Mr. Jason Jaffray

Acting Director of Community Services, Michelle LaRoche introduced Mr. Jason Jaffray who requested time to speak to Council regarding access to Town facilities.

Moved by Councillor Harper, "that Council accept the Jaffray Elite Training (JET) - Mr. Jason Jaffray Report for information."

Motion Carried PP21-60

4B) Youth Empowerment and Support (YES) – Program Presentation

Town staff introduced the delegation from YES Program, Ms. Raelynn Notley gave presentation to Council as contained in the agenda package.

Moved by Councillor Overwater, "that Council thank Ms. Notley and to accept the YES Presentation for information."

Motion Carried PP21-61

4C) Olds and District Hospice Society Club Presentation – Annual Report

Town staff introduced the delegation from Olds and District Hospice Society, Ms. Mary Smith gave the Societies' Annual Report to Council as contained in the agenda package.

Moved by Mayor Muzychka, "that Council accept the Olds and District Hospice Society Club's Annual Report for information."

Motion Carried PP21-62

4D) Family and Community Support Services (FCSS) - Annual Report

Town of Olds Facilitator, Ms. Heather Dixon presented the Family and Community Support Services (FCSS) - Annual Report to Council as contained in the agenda package.

Ms. Dixon noted an error on page 48 of the agenda package; on the chart "HOPE" is listed twice and one line should be deleted, adjusting the total to \$95,666 of the 2020 external grants that were awarded.

Moved by Councillor Blatz, "that Council accept the Family and Community Support Services (FCSS) - Annual Report for information."

Motion Carried PP21-63

Deputy Mayor Bennett recessed the meeting at 2:54 p.m.

Deputy Mayor Bennett reconvened the meeting at 3:05 p.m.

5. Business Arising from the Minutes / Unfinished Business

6. Bylaws

6A) Bylaw 2021-09 Community Standards Bylaw 2018-05 Amendment

Director Andrew and CPO Eric Christensen spoke on the proposed amendments to the existing Community Standards Bylaw 2018-05.

Council discussion ensued on:

Bees – *remove*

Graffiti – *Protective Services to re-write point 3.5 with dates*

Back Yard Rinks - *remove and review / consider moving under 'unsightly premises'*

House Numbering - *include*

Non Domesticated (Wild) Animals – *will reference Provincial / Federal Acts and include the list*

Vicious Dog Sign – *remove dog from sign and change to 'Animal'*

Moved by Mayor Muzychka, "that Council accept the proposed amendments to the Community Standards Bylaw 2018-05 for information and direct administration to bring back to a future Council meeting."

Motion Carried PP21-64

ADDED ITEM

6A.1) Community Police Vehicle

CPO Eric Christensen spoke to the opportunity to purchase a SUV police vehicle from community that is disbanding their community police program. It was indicated that it would be a great addition to the Town of Olds fleet and the cost could be offset by selling the current CPO car. The SUV CPO has the necessary equipment and has the option to move to another SUV at the end of the life of this vehicle. (Vehicle in question is a 2015 Ford Explorer – Police Package, \$40,000 pricing has been secured with selling municipality and it is estimated \$3000 to change decals, add a radio and make one repair to an external mirror.)

Director Linderman indicated that the funds would come from the capital asset management reserve.

CPO Christensen spoke to not requiring a mechanical inspection; indicating that he has reviewed all maintenance documents and that this is a good vehicle.

Moved by Councillor Ryan, "that Administration bring back a spring budget for council to consider at a future council meeting."

Motion Carried PP21-65

6B) Council Ad Hoc Committee – Code of Conduct Bylaw 2018-01 Review

Committee Chair, Councillor Overwater spoke to the work of the committee, narrating the changes as contained in the agenda package being presented to Council for consideration.

Council held straw poll on 60 days or 90 days. Consensus was 90 days.

Moved by Councillor Harper, "that Council accept the Council Ad Hoc Committee – Code of Conduct Bylaw 2018-01 recommendations for information and direct administration to vet through legal team and present at future council meeting."

Motion Carried PP21-66

6B.2) Council Policy 103C Terms of Reference

Mrs. Kelly Lloyd spoke to the changes being presented, administration has ensured the policy matches the proposed changes in the Council code of conduct bylaw.

Council discussion ensued.

Moved by Councillor Thomson, "that Council accept the Council Policy 103C Terms of Reference as amended for information and direct administration to bring back to future council meeting."

Motion Carried PP21-67

6B.3) Council Policy 107C Elected Officials Appointments

Mrs. Kelly Lloyd spoke to the changes being presented, administration has ensured the policy matches the proposed changes in the Council code of conduct bylaw.

Council discussion ensued.

Moved by Councillor Harper, "that Council accept Council Policy 107C Elected Officials Appointments for information and direct Administration to bring forward to the July P&P meeting."

Motion Carried PP21-68

6B.4) Council Policy 113C Public at Large Appointments

Mrs. Kelly Lloyd spoke to the changes being presented, administration has ensured the policy matches the proposed changes in the Council code of conduct bylaw.

Moved by Councillor Overwater, "that Council accept the Council Policy 113C Public at Large Appointments for information and direct Administration to bring back to a future P&P meeting."

Motion Carried PP21-69

7. New Business

7A) Council Policy 901C Recreational Facilities and Sports Fields Use

7B) Council Policy 902C Green Space Areas

Moved by Councillor Harper, "that Council defer Council Policy 901C Recreational Facilities and Sports Fields Use and Council Policy 902C Green Space Areas to the July P&P meeting."

Motion Carried PP21-70

Council discussion ensued on users groups and ice time at Town facilities.

Added Item

Closed Session FOIP 21 disclosure harmful to intergovernmental relations

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 21 at 5:58 p.m. with CAO Merritt, Director Wagstaff, Director Linderman and Director Justin Andrew to remain in attendance."

Motion Carried PP21-71

Deputy Mayor Bennett explained the process to the meeting participants for when Council moves in and out of the Closed Session.

Monica Leatherdale and Marcie McKinnon along with the viewing public were moved to the waiting room of the meeting platform at 5:59 p.m.

Moved by Councillor Overwater, "that the meeting reconvene to the regular Council meeting at 6:25 p.m."

Motion Carried PP21-72

Deputy Mayor Bennett recessed the meeting at 6:25 p.m.

Deputy Mayor Bennett reconvened the meeting at 6:35 p.m.

Administration moved staff and the public from waiting room back to the meeting at 6:35 p.m.

8. Adjournment

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

Motion Carried PP21-73

The meeting adjourned at 6:35 p.m.



Debbie Bennett
Deputy Mayor

Michael Merritt,
Chief Administrative Officer

These minutes were approved on fifth day of July, 2021.

NOTE: Live streaming of Town of Olds Council meeting began in October of 2020. To watch recordings of council meetings please visit the Town of Olds – YouTube Channel.