

Minutes of the Town of Olds Council Policies and Priorities Committee meeting conducted in person was held on Monday, July 5, 2021 at 1:00 p.m. in the Council Chambers, at the Town of Olds Municipal Office, 4512 – 46 Street, Olds, Alberta. This meeting was Live Streamed on the Town of Olds YouTube Channel.

**ELECTED OFFICIALS:**

In the Chair, Deputy Mayor, Councillor Heather Ryan  
Mayor Michael Muzychka, Councillor Debbie Bennett, Councillor Mary Anne Overwater, Councillor Wanda Blatz, Councillor Mary Jane Harper 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; and Marcie McKinnon, Legislative Clerk

**1. Call To Order**

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

**1A) Added Items**

None

**1B) Adoption of the Agenda**

Moved by Mayor Muzychka, “to accept the Policies and Priorities Committee agenda for the July 5, 1:00 p.m. meeting, as presented.”

Motion Carried PP21-74

**2. Adoption of Previous Minutes**

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

Moved by Councillor Bennett, “to accept the previous June 7, 2021, Council Policies and Priorities Committee Minutes, as presented.”

Motion Carried PP21-75

**3. Reports / Statistics**

**3A) 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:

- RFP is complete and contractor is selected.
- Alberta Transportation approvals are complete.
- Contract signatures are in progress.
- Start date expected middle of July.
- On track and on budget.

68 Street / Roundabout:

- Alberta Environment Approvals have been received.
- Contractor is ordering materials.
- Fortis has moved power lines and poles.
- Traffic accommodation signage has been set up on Highway 2A.

- Main contractor to start middle of July.
- On track and on budget.

Ops Centre:

- Westside entrance and parking area cover will use a blend of dried stock pile of asphalt millings we have mixed with millings off 70 Ave & Highway 27 project.
- Still finishing off a number of smaller items but daily operations are occurring from the new Operations Centre 3501 - 70 Ave.
- 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.
- Clearing and cleanup of former sites continues in preparation of vacating the buildings.
- Project is on budget.

North Reservoir Re-lining:

- High pressure washing to remove loose debris and expose any other potential issues was completed.
- There were additional work required that was identified on the ceiling of the reservoir, but this is covered under the existing project budget.
- Project is progressing very well.
- On schedule and on budget.

Wayfinding:

- Locations are staked out, and locates are being completed.
- Contractor is expected to start in the next week or two.
- Contractor is scheduled to begin on site work the week of July 5.

Sewer re-lining project:

- Pre-cleaning and preliminary work was completed successfully.
- Lining is occurring July 6 through 10.
- On schedule and on budget.

AC install in Evergreen Centre and Sump Pump replacement in Sportsplex

- The Sump Pumps are scheduled for week of July 5.
- The A/C at the Evergreen is scheduled week of July 19.

Skatepark surface repairs

- Arrangements being finalized with contractor for timing/availability for work to be completed in the fall.
- Repair, seal, and paint. Closure for repairs 3-5 days

Moved by Councillor Harper, "to accept the Operations / Capital Project verbal report for information."

Council discussion ensued. Director Wagstaff responded to Council queries.

Motion Carried PP21-76

**4. Presentations and Delegations**

**4A) Economic Development Secretariat**

Mr. Larry Wright, Strategy & Technology Officer for the Town of Olds, provide an update to Council on the Economic Development Secretariat through a PowerPoint presentation as contained in the agenda package.

Moved by Councillor Blatz, "to accept the Economic Development Secretariat Update for information."

Council discussion ensued. Mr. Wright fielded Council queries.

Motion Carried PP21-77

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

None

## **6. Bylaws**

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

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

Council discussion ensued on:

1. E-scooters – Council requested that Administration research what designation of all Town sidewalks to Trails would look like and provide that information to Council. Council consensus to accept the amendment to add 5.22 and 5.23 as presented.
2. Graffiti – Council consensus to amend clause 3.5 by adding/clarifying on "WHO" is to remove the graffiti.
3. Ice Rinks – Council consensus to accept clause 3.22, clause 4.24, 4.27 and 4.28 as presented; to remove clause 4.26 completely; and amend clause 4.25 by inserting a period after the word 'lines' and deleting "and boards no taller than 1.0 m." from the sentence.

Council requested that Administration bring Town run outdoor ice rinks at two sites in the community to the budget and service level review discussions. CAO Merritt indicated that Director of Finance, Mrs. Linderman would prepare a business case for Councils' consideration at those discussions.

Moved by Councillor Thomson, "that Council accept the bylaw 2021-09 Community Standards Bylaw 2018-05 amendment for information and direct administration to bring back to a future Council meeting with further information regarding the use of e-scooters on sidewalks; removing point 4.26 and amending 4.25 as discussed."

Motion Carried PP21-78

## **7. New Business**

### **7A) Council Strategic Plan**

Administration presented the quarterly council update on Council's Strategic Plan for the 2017-2021 term.

Moved by Mayor Muzychka, "that Council accept the Council Strategic Plan, for information."

Motion Carried PP21-79

### **7B) Council Policy 108C Civic Recognition**

Administration presented the recently reviewed Council Policy on civic recognition as contained in the agenda package.

Moved by Councillor Blatz, "that Council accept the Council Policy 108C Civic Recognition for information and direct administration to bring back to a future Council meeting."

Motion Carried PP21-80

**7C) Council Policy 205C Rules for Flying Flags**

Administration presented the recently reviewed Council Policy on flying flags as contained in the agenda package.

Council asked about research done by Administration on First Nations flag protocols. Administration indicated that research has been done and is being included in the Welcoming and Inclusive communities' protocol that is being developed for Council's recent approval to join WIC, these protocols will be brought forward to the next electoral term.

Moved by Councillor Thomson, "that Council accept for information the Council Policy 205C and direct Administration to bring this policy back to a future Council meeting."

Motion Carried PP21-81

Director Andrew left the meeting at 3:02 p.m.  
Director Andrew rejoined the meeting at 3:03 p.m.

Moved by Councillor Thomson, "that Council direct Administration to bring back flag protocol for First Nation, Metis and Inuit flag raising."

Motion Carried PP21-82

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

Administration presented the recently reviewed Council Policy on recreational facilities and sports field use as contained in the agenda package.

Moved by Councillor Overwater, "that Council accept the Council Policy 901C Recreational Facilities and Sports Fields Use for information."

Motion Carried PP21-83

**7E) Council Policy 902C Green Space Areas**

Administration presented the recently reviewed Council Policy on green space areas as contained in the agenda package.

Moved by Councillor Blatz, "that Council accept the proposed amendments to the Council Policy 902C Green Space Areas for information and direct administration to bring back to a future Council meeting."

Motion Carried PP21-84

**8. Adjournment**

Moved by Mayor Muzychka, "that this meeting be adjourned."

Motion Carried PP21-85

The meeting adjourned at 3:28 p.m.

  
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Heather Ryan  
Deputy Mayor

  
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Michael Merritt,  
Chief Administrative Officer

These minutes were approved on seventh day of September, 2021.