

Minutes of the Town of Olds Council Policies and Priorities Committee Meeting held on Monday, December 7, 2020 at 1:00 p.m. held in the Council Chambers, Olds Town Office.

This Council Policies and Priorities Committee Meeting will be held without the public body present at the 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 337 948 8245 and then Password 943170 to listen in to the live meeting.

**PRESENT – ELECTED OFFICIALS:**

In the Chair, Deputy Mayor, Councillor Wanda Blatz

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

**ABSENT– ELECTED OFFICIALS:**

**PRESENT 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 Wanda Blatz called the meeting to order at 1:01 p.m.

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

None

**B.) ADOPTION OF THE AGENDA**

Moved by Mayor Muzychka, "to accept the Policies and Priorities regular Council agenda for the December 7, 2020 Policies and Priorities Committee as presented."

Motion Carried PP20-124

**2. ADOPTION OF PREVIOUS MINUTES**

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

Moved by Councillor Bennett, "to accept the Council Policies and Priorities Committee Minutes for November 2, 2020 as presented."

Motion Carried PP20-125

**3. REPORTS / STATISTICS**

**3A) Operations / Capital Project Verbal Update**

Director Chant provided a verbal update to Council. It was noted that the Operations Centre is almost to the close in stage and coming along nicely, especially with all this nice weather.

The Wayfinding Project is very close to completion, only a few minor deficiencies left to deal with.

Moved by Mayor Muzychka, "that Council accept the Operations/Capital Project Update as presented."

Motion Carried PP20-126

**4. PRESENTATION AND DELEGATIONS**

None

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

None

## **6. BYLAWS**

### **5A) Bylaw – 2020-17 Rates Bylaw**

CAO Merritt spoke to the Rates Bylaw 2020-17.

Director Linderman spoke on the requested information on black bins as contained in the agenda; there are currently 100 “second” black bins being used by residents. As per our current rates bylaw these are charged at \$19.30/month (in addition to the regular solid waste charges of \$24.30). When the rates for a second black bin were first introduced in the early 2000’s the rate for the second black bin was intentionally set higher than the blue and green bins in an effort to encourage increased use of the blue and green bins. Blue and green second bins are currently \$3.00/month.

The actual cost to the Town of Olds strictly for the collection of a black bin is \$6.00. This does not include any other administrative/maintenance costs.

Director Linderman noted if there are any changes made to the rate of a second black bin it will affect the budget documents being presented in this meeting later today. Included in the 2021 proposed budget is approximately \$23,000 in revenue from second black bins at a rate of \$19.30.

Council discussion ensued on ‘actual’ costs for second black bin, rationale for the difference in pricing at the time the rate was set, current recycling options, and available processes for waste.

Moved by Councillor Ryan, “that Council direct Administration to amend the Rates Bylaw 2020-17 pricing and that it be brought back to a future council meeting with a change of \$10.00 for the second black bin.”

Motion Carried PP20-127

### **7A) CLOSED SECTION (Item #2 was moved up on the agenda)**

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

**FOIP Section 18 – Disclosure harmful to individual or public safety**

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 17 & 18 at 1:31 p.m. with CAO Merritt, Directors Linderman, Chant and Wagstaff and CPO Eric Christensen were in attendance.”

Motion Carried PP20-128

Mayor Muzychka spoke to public on process for Council moving in and out of Closed Session.

Monica Leatherdale and Marcie McKinnon and the public participants were moved into the waiting room of the virtual meeting at 1:31 p.m.

Moved by Councillor Bennett, “that the meeting reconvene to the regular Council meeting at 2:02 p.m.”

Motion Carried PP20-129

*Deputy Mayor Blatz recessed the meeting at 2:02 p.m.*

*Deputy Mayor Blatz reconvened the meeting at 2:12 p.m.*

## **7. NEW BUSINESS**

### **7B) 2021 Operating Budget Discussion 2021 and 2022 Capital Budget Discussion**

CAO Merritt spoke to the yearlong budget process and discussion on service level review and various items to deal with COVID Administration is ready to present the budget to Council for consideration.

Director Linderman started the presentation on the 2021 operating budget.

### **CLOSED SECTION (Item #1 was moved up on the agenda)**

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

**FOIP Section 20 – Disclosure harmful to law enforcement**

Moved by Mayor Muzychka, "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 & 20 at 2:21 p.m. with CAO Merritt, Directors Linderman, Chant and Wagstaff, S/Sgt. Jim MacDonald and Fire Chief Justin Andrew in attendance."

Motion Carried PP20-130

Monica Leatherdale and Marcie McKinnon and the public participants were moved into the waiting room of the virtual meeting at 2:21 p.m.

Moved by Councillor Overwater, "that the meeting reconvene to the regular Council meeting at 3:14 p.m."

Motion Carried PP20-131

Deputy Mayor Blatz recessed the meeting at 3:14 p.m.  
Deputy Mayor Blatz reconvened the meeting at 3:25 p.m.

### **RISE AND REPORT**

Moved by Mayor Muzychka, "that Council accept the RCMP presentation as information."

Motion Carried PP20-132

Director Linderman continued the presentation on the 2021 operating budget.

### **Council discussion ensued on the following budget items:**

Request to staff two RCMP Officer positions and the future funding of those positions.

Concerns were expressed on depleting reserves.

Consideration for Economic Development tourism promotions being moving to a social media platform versus a body.

Commercial and Residential Tax Rates and Tax Stabilization.

Town of Olds staff salary 2019 Market Adjustments, staffing positions being eliminated or not being filled (summer and full-time)

Planning expense - \$100,000 Town is eliminating the "planner" so PCPS will continue with that role.

Council Public Relations (ie: Olds College Homestead Feast, MVSH Foundation Gala, Olds College Golf Tournament, Chamber of Commerce – Beer and Blue Jeans, Council Pictures)

Municipal Enforcement – E-ticketing system and the required purchase to meet provincial requirements.

Consideration of reducing costs of training of the CPO however, it is required training.

Sidewalk repair and maintenance.  
Cemetery Contracted services.  
Parks purchase and maintenance of equipment.  
Canada Day celebrations.  
Town of Olds staffing – COLA increase, Market Adjustments, and Step Increases.  
Reduction of Summer Student positions.  
Co-op Student Engineering summer student position for asset management and future funding for position.  
Economic Development and Tourism Coordinator position.

**CLOSED SECTION - FOIP Section 17 – Disclosure harmful to personal privacy**

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 17 at 6:22 p.m. with CAO Merritt in attendance.”  
Motion Carried PP20-133

Monica Leatherdale and Marcie McKinnon and the public participants were moved into the waiting room of the virtual meeting at 6:22 p.m.

Moved by Councillor Harper, “that the meeting reconvene to the regular Council meeting at 6:40 p.m.”  
Motion Carried PP20-134

Deputy Mayor Blatz recessed the meeting at 6:40 p.m.  
Deputy Mayor Blatz reconvened the meeting at 6:50 p.m.

**Council discussion continued on the following budget items:**

Manager of Community Relations and organizational placement.  
Reserves – Tax Stabilization Fund and COVID Relief Fund.

Director Linderman spoke on the 2021 capital plan in detail.

**Council held general discussions on items within the 2021 Capital Plan:**

Window replacement in the Administration building.  
Fire Inspector Vehicle the current vehicle being used is the top priority replacement. A replacement vehicle does not need to be a fire equipped vehicle however should be supplied versus using personal.  
Fire Training Facility Upgrades.  
Municipal Enforcement in-car radar, patrol vehicle and E-ticketing equipment  
Common Services - deferring the purchase of half ton truck.  
Municipal Improvement Program – 68<sup>th</sup> Street intersection, round about versus traffic light system, STIP grant has been approved for this project.  
Water infrastructure study, slide-in water truck service body.  
Wastewater – wastewater infrastructure study, sanitary relining program.  
Planning and Development – large document scanner.  
Sports Complex – removing meeting spaces and the electrical information screen for above the outside parking lot doors.  
Parks – centennial Park revitalization, the trail network, the Wayfinding project, playground upgrades, TRIAX impact testing system, and a gator purchase.  
Sportsfields revitalization at OR Hedges.  
Evergreen Centre – Air conditioning unit.

Further RCMP Officer budget discussion ensued.

Tax rebate discussion ensued. Council asked for scenarios to be brought back for consideration.

Education tax rate discussion ensued, that rate won't come until March.

Director Linderman suggested to hold off any discussion on tax rates and/or rebates until spring budget adjustments, as we will know then the full impacts of the school requisition.

Director Linderman then presented the 2022 proposed capital budget is \$3,725,400 in detail.

Moved by Councillor Thomson, "that Council accept for information and direct administration to bring the 2021 Operating, the 2021 and 2022 Capital budgets, back to the December 14, 2020, regular council meeting."

Motion Carried PP20-135

Director Linderman noted that the 2022-2031 Long Term Capital Plan will be brought forward to Council to review and accept for information at Monday December 14, 2020 regular council meeting.

## **8. ADJOURNMENT**

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

Motion Carried PP20-136

The meeting adjourned at 8:15 p.m.



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Wanda Blätz,  
Deputy Mayor



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Michael Merritt,  
Chief Administrative Officer

These minutes were approved on first day of February, 2020.