

Minutes of the Town of Olds Organizational and In-Camera Council meeting held on Monday, October 23, 2017 at 7:00 p.m. in the Council Chambers, Olds Town Office.

Immediately prior to calling the meeting to order Chief Administrative Officer for the Town of Olds administered the seating assignments as per Town of Olds Procedural Bylaw 2014-18.

Excerpt from Procedural Bylaw 2014-18, Point 3 states:

Immediately prior to the Call To Order of the annual organizational meeting, the seating arrangements of Council shall be determined. The Mayor shall occupy the center seat at the head of the Council table. The seating of Councillors shall be determined by each Councillor secretly drawing a number between 1 and 6. The Councillor chairs are also numbered from 1 through 6, with the chair numbered 1 being to the immediate left of the Mayor's chair and the chair numbered 2 being to the immediate right of the Mayor's chair, and the number three chair immediately to the right of the number 2 chair, and so on until all chairs are numbered 1 through 6.

Councillor Mary Jane Harper drew number one.

Councillor Heather Ryan drew number two.

Councillor Wade Bearchell drew number three.

Councillor Mary Anne Overwater drew number four.

Councillor Debbie Bennett drew number five.

Councillor Wanda Blatz drew number six.

Council and Administration took their seats in Council Chambers as set for the organization meeting to assist the new Mayor. Effective at the next Council meeting, the seating will be as noted above in the procedural bylaw.

PRESENT – ELECTED OFFICIALS:

In the Chair Mayor Michael Muzychka

Councillor Wade Bearchell, Councillor Debbie Bennett, Councillor Wanda Blatz, Councillor Mary Jane Harper, Councillor Mary Anne Overwater, and Councillor Heather Ryan.

ABSENT– ELECTED OFFICIALS:

PRESENT for the Regular meeting of Council – STAFF:

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

1. CALL TO ORDER the Organizational Meeting of Town of Olds Council

Chief Administrative Officer, Michael Merritt called the meeting to order at 7:03 p.m.

CAO Merritt, administered the oath of office to Mr. Michael Muzychka as the Mayor for the Town of Olds. Mayor Muzychka and CAO Merritt signed the Mayor's Official Oath of Office and a photo was taken.

Mayor Muzychka administered the oath of office to each member of the 2017-2021 Town of Olds Council: Councillor Debbie Bennett, Councillor Wade Bearchell, Councillor Wanda Blatz, Councillor Mary Jane Harper, Councillor Mary Anne Overwater, and Councillor Heather Ryan.

All elected officials signed their Official Oath of Office document after the oath was administered, as well as individual photos were taken.

Council then participated in a group photo of the elected officials for the Communications Department, media and family present.

CAO Merritt presented Mayor Muzychka with a gavel as an important symbol of the role the Mayor has in presiding over our Council's deliberations; and of fairness and wisdom as he presides over the meetings of this important and duly elected body.

2. ADOPTION OF THE ORGANIZATIONAL MEETING AGENDA

Moved by Councillor Bearchell, "to accept the Organizational meeting Council Agenda for October 23, 2017 as amended."

Page 3 ITEM 3A –Regular Council Meeting Schedule RFD

Please go to bottom of page – under "Important Dates" the AUMA Convention is in Calgary this fall, not Edmonton.

Page 24 ITEM 6A –Appointment Elected Official to Authorities, Commissions and Boards RFD

Please note that the left hand column reflects who and how many were on that particular Authorities, Commissions and Boards last year. It is NOT appointments.

Page 31 ITEM 6B – Public At Large Appointments RFD

Please note that on the RFD – on the third recommendation line; which speaks to the appointments for the Municipal Planning Commission (MPC) we have received a third application for the third position that is currently vacant – and therefore the motion may be amended to speak to three (3) citizens being appointed to the Municipal Planning Commission. All public at large applications are contained in Council's IN-CAMERA package that will be disseminated in the in-camera session.

Motion Carried 17-392

3. DATE, TIME & PLACE OF REGULAR COUNCIL MEETINGS.

3A) Establish Date, Time and Location of Regular Council Meetings for the period November 2017 to October 2018.

Excerpt from Procedural Bylaw 2014-18, Point 1 under MEETINGS – Regular:

As a rule, regular council meetings are held the second (2nd) Monday at 1 p.m. and the fourth (4th) Monday at 7 p.m., of each month, notwithstanding any deviations as established at the annual organizational meeting

Discussion ensued on start time of the regular Council meetings.

Moved by Councillor Bearchell, "that the Regular Council meeting start time of 7p.m. be moved to 6 p.m."

Motion Carried 17-393

Moved by Councillor Harper, "that the Regular Council meeting dates for the period November 2017 to October 2018, be held in the Council Chambers Town Office 4512 46 Street, Olds, Alberta at the following times:

| <u>2017</u> | <u>1 p.m.</u> | <u>6 p.m.</u> |
|-------------|---------------|---------------|
| November | 14 (Tuesday) | November 27 |
| December | 11 | - |
| | | |
| <u>2018</u> | <u>1 p.m.</u> | <u>6 p.m.</u> |
| January | 8 | January 22 |
| February | 12 | February 26 |
| March | 12 | March 26 |
| April | 9 | April 23 |
| May | 14 | May 28 |
| June | 11 | June 25 |
| July | 9 | - |
| - | | August 27 |
| September | 10 | September 24 |
| October | 9 Tuesday | October 22 |

Motion Carried 17-394

4. DATE, TIME & PLACE OF POLICIES AND PRIORITIES COMMITTEE MEETINGS.

4A) Establish Date, Time and Location of Policies and Priorities Committee Meetings for the period November 2017 to October 2018.

Discussion ensued on the start time of the Committee of Council Policies and Priorities Meetings and changing from 3 pm to 1 pm.

Moved by Councillor Harper, "that the Committee of Council Policies and Priorities meetings for the period November 2017 to October 2018, be held on the following dates at 1 p.m. in the Council Chambers Town Office 4512 46 Street, Olds, Alberta:

| <u>2017</u> | <u>2018</u> |
|-------------------|-----------------------------|
| November 20, 2017 | January 15, 2018 |
| December 18, 2017 | February 20, 2018 (Tuesday) |
| | March 19, 2018 |
| | April 16, 2018 |
| | May 22, 2018 (Tuesday) |
| | June 18, 2018 |
| | No July meeting |
| | August 20, 2018 |
| | September 17, 2018 |
| | October 15, 2018 |

Motion Carried 17-395

5. DEPUTY MAYORS SCHEDULE

5A) Deputy Mayor Schedule for the period November 2017 to October 2018.

Moved by Councillor Ryan, "that the Deputy Mayor schedule for the period November 2017 to October 2018 be approved as follows:

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|----------------------------|--------------------------------|
| November and December 2017 | Councillor Mary Jane Harper |
| January and February 2018 | Councillor Wanda Blatz |
| March and April 2018 | Councillor Wade Bearchell |
| May and June 2018 | Councillor Mary Anne Overwater |
| July and August 2018 | Councillor Heather Ryan |
| September and October 2018 | Councillor Debbie Bennett |

Motion Carried 17-396

6. APPOINTMENTS

6A) Appointment of Council Members to Authorities, Boards, Commissions and Committees 2017-2018.

*Councillor Bennett left the meeting at 7:35 p.m.
 Councillor Bennett returned to the meeting at 7:36 p.m.*

Moved by Councillor Overwater, "that the appointment of Elected Officials to the various Authorities, Boards, Commissions and Committees for the period October, 2017 to October, 2018 be approved as follows:

(Organizational October 23, 2017)

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| <p>ASSESSMENT REVIEW BOARD (training qualification required; refresher training required every three years) (meetings are as required) Bylaw 2010-02</p> | <p>Councillor Harper Councillor Bearchell Mayor Muzychka</p> |
| <p>ASSESSMENT REVIEW BOARD-LOCAL ONE MEMBER PANEL (training qualification required; refresher training required every three years) Bylaw 2010-02</p> | <p>Councillor Harper</p> |
| <p>CENTRAL ALBERTA ECONOMIC PARTNERSHIP (CAEP) (Meetings are every two months with the exception of the summer months – 3rd Wednesday at 9 a.m.) Membership fee = \$3458.70</p> | <p>Councillor Overwater Community Rep is Larry Wright</p> |
| <p>CHAMBER OF COMMERCE – OLDS & DISTRICT (Monthly meetings – 3rd Wednesday at 6 p.m.) Membership fee = 1377.86</p> | <p>Councillor Harper Councillor Blatz as Alternate</p> |
| <p>CITIZENS ON PATROL (COP) (meetings are every second month in the evening)</p> | <p>Councillor Ryan Councillor Bearchell as Alternate</p> |

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| <p>COMMUNITY LEARNING CAMPUS CLC Governance Team</p> <p>Meetings seven times a year</p> | <p>Councillor Blatz Councillor Ryan as Alternate</p> |
| <p>COMMUNITY POLICING SOCIETY Olds & District (Policing Advisory Society)</p> <p>(Five meetings a year on the 4th Tuesday of the month @ 7 p.m.) 4TH Tuesday in SEP/NOV/JAN/MARCH/MAY)</p> | <p>Councillor Overwater Councillor Ryan as Alternate</p> |
| <p>EMERGENCY MANAGEMENT /DISASTER SERVICES</p> <p>(meet as needed)</p> | <p>All Council</p> |
| <p>FAMILY & COMMUNITY SUPPORT SERVICES (FCSS)</p> <p>(minimum five meetings each year as determined at the annual organizational meeting held each November)</p> <p>Bylaw 2013-01</p> | <p>Mayor Muzychka</p> |
| <p>LIBRARY Olds Municipal</p> <p>(Monthly meetings – 3rd Wednesday at 6 p.m.)</p> <p>Bylaw 2006-22 & 2009-25</p> | <p>Councillor Ryan</p> |
| <p>LIBRARY PARKLAND Regional</p> | <p>Councillor Ryan</p> |
| <p><i>* paid outside Town</i></p> <p>MOUNTAIN VIEW SENIORS' HOUSING</p> <p>(quarterly meetings - 4th Thursday @ 6:30 p.m. Olds)</p> | <p>Councillor Ryan Councillor Bennett as Alternate</p> |
| <p><i>* paid outside Town</i></p> <p>MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT COMMISSION</p> <p>(Monthly meetings - 3rd Thursday @ 9:00 a.m.)</p> | <p>Councillor Overwater Mayor Muzychka as Alternate</p> |
| <p><i>* paid outside Town</i></p> <p>MOUNTAIN VIEW REGIONAL WATER SERVICES COMMISSION</p> <p>(monthly meetings - 2nd Wednesday @ 9:00 a.m. Anthony Henday Plant)</p> | <p>Councillor Bearchell Councillor Blatz as Alternate</p> |

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| <p>Municipal Area Partnership (MAP) (3rd Monday of every month at Mountain View County Council Chambers)</p> | <p>Mayor Muzychka</p> |
| <p>MUNICIPAL PLANNING COMMISSION (MPC) (Monthly meetings – 3rd Thursday at 8:30 a.m.) Bylaw 2012-06</p> | <p>Mayor Muzychka Councillor Bennett Councillor Blatz Councillor Bearchell as Alternate</p> |
| <p>OLDS INSTITUTE TECHNOLOGY COMMITTEE (Meeting schedule – 1st and 3rd Thursday of each months at 7 a.m.)</p> | <p>Mayor Muzychka</p> |
| <p>PARKLAND COMMUNITY PLANNING SERVICES (PCPS) (Quarterly Board meetings – in Red Deer – morning meetings) (General Meeting: two each year – in Red Deer – afternoon meetings typically following the Board Mtg.)</p> | <p>Councillor Bennett Councillor Blatz as Alternate</p> |
| <p>RED DEER RIVER MUNICIPAL USERS GROUP (May 9, 2005 Motion 05-216) (Meeting schedule – 5-6 meetings per year in Drumheller – 1 p.m.) Membership fee = paid by Water Commission</p> | <p>Mayor Muzychka Councillor Blatz as Alternate</p> |
| <p>REGION: Inter-Municipal Planning Commission</p> | <p>Councillor Harper Councillor Bearchell</p> |
| <p>REGION: Inter-Municipal Subdivision & Development Appeal Board</p> | <p>Councillor Overwater Councillor Ryan</p> |
| <p>REGION: Inter-Municipal Cooperation Committee (ICC) (Effective after the Master Agreement is signed)</p> | <p>Mayor Muzychka Councillor Harper Councillor Bennett</p> |
| <p>SOUTH RED DEER REGIONAL WASTEWATER COMMISSION (SRDRWC) (Regular meetings are the 3rd Friday of odd numbered months at 9 a.m.)</p> | <p>Councillor Blatz Councillor Harper as Alternate</p> |
| <p>SOUTHERN ALBERTA ENERGY from WASTE ASSOCIATION Meeting schedule = at noon on 4th Friday of each month</p> | <p>Larry Wright Councillor Overwater</p> |

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| AGM is held in April Membership fee is \$3,475.00 | as Alternate |
| SUBDIVISION & DEVELOPMENT APPEAL BOARD (SDAB) (meet as required) (Note: cannot be a member of MPC) | Councillor Ryan Councillor Harper |

Motion Carried 17-397

IN-CAMERA

Moved by Councillor Harper, "that this meeting go in-camera."

Motion Carried 17-398

The meeting went in-camera at 8:13 p.m.

Moved by Councillor Harper, "that this meeting reconvene to the regular Council meeting."

Motion Carried 17-399

The regular Council meeting reconvened at 8:23 p.m.

6. APPOINTMENTS Continued:

6B) Public At Large – Appointments

Moved by Councillor Harper, "that Karen Strocher be reappointed to the Family and Community Support Services Board, for a term of two years, to expire in October 2019."

Motion Carried 17-400

Moved by Councillor Overwater, "that Kimberly Dykin be reappointed and that Carolyn Horne, Carol Brown and Inez Hannett be newly appointed to the Olds and District Municipal Library Board, each for a term of two years, to expire in October 2019."

Motion Carried 17-401

Moved by Councillor Overwater, "that following the completion of the required training that Anne Blackburn, Janice Thompson and Rudy Durieux be appointed to the Municipal Planning Commission for a term of two years, to expire in October 2019."

Motion Carried 17-402

Moved by Councillor Bennett, "that following the completion of the required training that Edie Connolley and Leonard Brandson reappointed and Dave Harris be newly appointed to the Subdivision and Development Appeal Board for a term of two years, to expire in October, 2019."

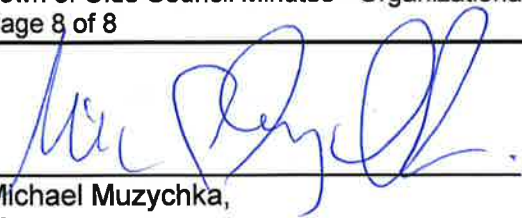
Motion Carried 17-403

7. ADJOURNMENT

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

Motion Carried 17-404

The meeting adjourned at 8:26 p.m.



Michael Muzychka,
Mayor



Michael Merritt,
Chief Administrative Officer

These minutes approved this 14 day of November, 2017.