



THE TOWN OF OKOTOKS
ORGANIZATIONAL COUNCIL MEETING
AGENDA

Monday, October 28, 2024

At 1:00 PM

Pages

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CLOSED SESSION

Council may close this portion of the meeting to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part I of the *Freedom of Information and Protection of Privacy Act* (FOIP).

3.1 Council Appointments to Boards, Committees, and Commissions (FOIP s. 24(1)(b)(i)(ii))

3.2 Citizen Member Appointments (FOIP s. 17(4)(d)(f), 17(5)(i))

4. MOTION(S) ARISING FROM CLOSED SESSION

5. BUSINESS

5.1 Assignment of Seating

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In accordance with Council Procedure Bylaw 12-22, at the Organizational Meeting of Council, the seating of Councillors, excepting that of the Mayor, shall be determined by lot for term through to a following Organizational Meeting of Council.

5.2 Council Meeting Draft Schedule - November 2024 to November 2025

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Regular Council Meetings and the annual Organizational Meeting will be held as per the 2024/2025 Town of Okotoks Council Meeting Dates calendar.

6. ADJOURNMENT

**ASSIGNMENT OF SEATING****Issue**

In accordance with Council Procedure Bylaw 12-22, at the Organizational Meeting of Council, the seating of Councillors, with the exception of the Mayor, shall be determined by lot for term through to a following Organizational Meeting of Council.

Motion Proposed by Administration

That for the 2024 to 2025 Council year the seating for Councillors from east to west shall be Councillors Lang, Hallmark, Robinson, Swendseid, and Heemeryck.

Report, Analysis and Financial Implications

The Manager of Legislative Affairs and the Mayor performed a pre-draw of the lots for Council seating to minimize the meeting disruption but followed the process outlined under the Procedure Bylaw 12-22.

The results of the draw from east to west are as follows:

Councillor Lang - Councillor Hallmark - Councillor Robinson – Mayor Thorn - Councillor Swendseid - Councillor Heemeryck

Governing Policies/Bylaws/Legislation or Agreements

Council Procedure Bylaw 12-22

Attachment(s)

n/a

Prepared by:
Legislative Affairs
October 22, 2024


COUNCIL MEETING SCHEDULE – NOVEMBER 2024 TO NOVEMBER 2025
Issue

Regular Council Meetings and the annual Organizational Meeting will be held as per the 2024/2025 Town of Okotoks Council Meeting Dates calendar.

Motion Proposed by Administration

That the 2024/2025 Town of Okotoks Council Meeting Dates calendar be adopted as presented.

Report, Analysis and Financial Implications

In accordance with Council's Procedure Bylaw 12-22, Regular Council Meetings are held on the second and fourth Monday of each month, except for one meeting in July, August, and December. Where a Regular Council Meeting falls on a holiday, the meeting will be held the following day.

Governance and Priorities Committee (GPC) meetings have been captured on the calendar for information. The GPC Terms of Reference outlines that meetings be scheduled the third Monday of each month, or when called by the Mayor, however it has been the practice of the GPC to not meet in July, August and November (due to annual budget meetings).

The calendar also includes other dates such as the 2024 Annual Budget Council Meeting and the 2025 Organizational Meeting for information.

2025 is a general election year and in alignment with the Procedure Bylaw, no council meetings will be scheduled after the close of Nomination Day, unless there is an urgent issue that requires a Special Council meeting.

Governing Policies/Bylaws/Legislation or Agreements

Procedure Bylaw 12-22

Committees Bylaw 04-24

Attachment(s)

1. 2024/2025 Town of Okotoks Council Meeting Dates Calendar

Prepared by:
Legislative Affairs
October 22, 2024

2024 / 2025 Town of Okotoks Council Meeting Dates

November 2024

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- Regular Council Meetings
- Governance and Priorities Committee Meetings
- Annual Budget Council Meetings
- Statutory Holidays and/or Town Offices Closed
- Nomination Day
- Municipal Election Day
- Inauguration of Council
- Organizational Meeting