



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, APRIL 26, 2021
VIA VIDEOCONFERENCE**

COUNCIL PRESENT

Mayor Robertson
Councillor Christophers
Councillor Heemeryck
Councillor Rockley
Councillor Sands
Councillor Thorn
Councillor Watrin

STAFF PRESENT

Elaine Vincent, Chief Administrative Officer
Janice Storch, Legislative Services Administrator

1. CALL TO ORDER

Mayor Robertson called the meeting to order at 2:10 p.m. and provided a traditional land acknowledgement.

2. ADOPTION OF AGENDA

MOTION 21.C.157

By Councillor Watrin

That the agenda for the April 26, 2021 Regular Council Meeting be adopted as presented.

Carried Unanimously

3. IN CAMERA ITEMS

MOTION 21.C.158

By Councillor Christophers

That the meeting go In Camera as the matters to be discussed during this portion of the meeting are within one of the exceptions to disclosure in Division 2 of Part I of the *Freedom of Information and Protection of Privacy (FOIP) Act* at 2:13 p.m.

Carried Unanimously

3.1 Inter-governmental Relations (*FOIP* s. 21(1) and 24(1)(a)(g))

In Attendance

Mayor Robertson

Councillors Christophers, Heemeryck, Rockley, Sands, Thorn, and Watrin

Chief Administrative Officer Elaine Vincent

Chief Financial Officer Ralph Ettenauer

Director of Community Growth, Investment, & Sustainability Jeff Greene

Acting Director of Community Health & Safety Janette Messer

Director of Operations & Utilities Chris Radford

Legislative & Policy Services Manager Cathy Duplessis

Waste Services Manager Paul Lyons

IT Support Analyst Trevor Laboucane

Legislative Services Administrators Patty Huber and Janice Storch

3.2 Land Negotiations and Development (*FOIP* s. 16(1)(a)(ii), 23(1)(a)), and 24(1)(a)(c)(g))

In Attendance

Mayor Robertson

Councillors Christophers, Heemeryck, Rockley, Sands, Thorn, and Watrin

Chief Administrative Officer Elaine Vincent

Chief Financial Officer Ralph Ettenauer

Director of Community Growth, Investment, & Sustainability Jeff Greene

Acting Director of Community Health & Safety Janette Messer

Director of Operations & Utilities Chris Radford

Legislative & Policy Services Manager Cathy Duplessis

IT Support Analyst Trevor Laboucane

Legislative Services Administrators Patty Huber and Janice Storch

MOTION 21.C.159

By Councillor

That the meeting come out of In Camera at 3:21 p.m.

Carried Unanimously

Break at 3:22 p.m. Reconvene at 3:32 p.m.

5. MOTION(S) ARISING FROM IN CAMERA

MOTION 21.C.160

By Councillor Sands

That the recommendation contained in In Camera report 3.1 be endorsed as presented.

Carried Unanimously

MOTION 21.C.161

By Councillor Thorn

That the recommendation contained in In Camera report 3.2 be endorsed as discussed.

Carried Unanimously

4. DELEGATIONS / QUESTION PERIOD BY THE PUBLIC

None

6. MINUTES OF PREVIOUS MEETING

6.1 Regular Council Meeting - April 12, 2021

MOTION 21.C.162

By Councillor Thorn

That the minutes of the Regular Council Meeting held April 12, 2021 be adopted as presented.

Carried Unanimously

7. CHIEF ADMINISTRATIVE OFFICER'S REPORT

Elaine Vincent, Chief Administrative Officer, reviewed the report containing information from Corporate Support, Community Health & Safety, Corporate Services, Community Growth, Investment & Sustainability, Finance, and Operations & Utilities.

MOTION 21.C.163

By Councillor Sands

That the Chief Administrative Officer's Report for April 26, 2021 be received as information.

Carried Unanimously

8. BUSINESS

8.1 2020 Draft Audited Financial Statements

Darren Adamson, Avail CPA, reviewed the report containing the issue that the 2020 Draft Audited Financial Statements for the year ended December 31, 2020 are provided for approval.

MOTION 21.C.164

By Councillor Sands

That the Town of Okotoks 2020 Draft Audited Financial Statements be approved as presented, as recommended by the Finance and Audit Committee.

Carried Unanimously

8.2 2021 Budget Amendments for Requisitions

Ralph Ettenauer, Chief Financial Officer, reviewed the report containing the issue that the 2021 Budget requires amendments to reflect requested requisitions.

MOTION 21.C.165

By Councillor Sands

That the 2021 Budget be amended to reflect requisitions (in Millions), as follows:

Okotoks Public Library (includes Marigold)	\$0.039
Westwinds Communities	\$0.003
Alberta Education Requisition	<u>\$0.049</u>
General Tax Revenue Increase Requested	\$0.091

Carried Unanimously

8.3 Kindness Day Proclamation Request

Sian Anderson, Community Wellness Specialist, reviewed the report containing the issue that a proclamation request in support of Kindness Day is provided for Council approval.

MOTION 21.C.166

By Councillor Heemeryck

That the third Friday of every month in the year 2021 be proclaimed as Kindness Day in the Town of Okotoks.

Carried Unanimously

8.4 Governance Framework Policies

Cathy Duplessis, Legislative & Policy Services Manager, reviewed the report containing the issue that the remaining policies to complete the Council Governance Framework are brought forward for consideration.

MOTION 21.C.167

By Councillor Thorn

That the Interim CAO; Compensation and Benefits; Public Image; Relationships with Other Entities; Asset Protection; Use of Town Owned Land; Use of Electronic Signatures; Cost of Governance; Council Recognition; Council Committee Nomination Process; Debt; Investments; Property Tax Cancellation; and CAO Performance Evaluation and Compensation be adopted, with the amendments discussed, as recommended by the Governance and Priorities Committee.

Carried Unanimously

9. BYLAWS

9.1 Bylaw 13-21 - Committees Bylaw

Cathy Duplessis, Legislative & Policy Services Manager, reviewed the report containing the issue that the purpose of Bylaw 13-21 is to establish Council Committees for the Town of Okotoks.

MOTION 21.C.168

By Councillor Watrin

That Bylaw 13-21 be read a first time.

Carried Unanimously

MAIN MOTION

By Councillor Thorn

That Bylaw 13-21 be read a second time.

AMENDING

MOTION 21.C.169

By Councillor Christophers

That section 7.1 f. of Bylaw 13-21 be amended by inserting the word "Citizen" in front of the word "Member", to read as follows:

"Preferably be a Citizen Member, with the exception of the Emergency Advisory, Finance and Audit, and Governance and Priorities Committees."

Carried Unanimously

MAIN MOTION

AS AMENDED 21.C.170

By Councillor Thorn

That Bylaw 13-21 be read a second time as amended.

Carried Unanimously

MOTION 21.C.171

By Councillor Christophers

That authorization be given to read Bylaw 13-21 a third time.

Carried Unanimously

MOTION 21.C.172

By Councillor Heemeryck

That Bylaw 13-21 be read a third time and passed.

Carried Unanimously

Break at 5:15 p.m. Reconvene at 6:01 p.m.

9.2 Bylaw 14-21 - Disclosure Bylaw

Cathy Duplessis, Legislative & Policy Services Manager, reviewed the report containing the issue that the purpose of Bylaw 14-21 is to require Councillors to file a disclosure statement detailing names of people, corporations, or partnerships in which a Councillor has an interest.

MOTION 21.C.173

By Councillor Heemeryck

That Bylaw 14-21 be read a first time.

Carried Unanimously

MAIN MOTION

By Councillor Rockley

That Bylaw 14-21 be read a second time.

AMENDING

MOTION 21.C.174

By Councillor Thorn

That section 3.4 of Bylaw 14-21 be amended by adding “with the exception of the names of the Councillor’s minor children, to read as follows:

“The Councillor’s Disclosure Statement, with the exception of the names of the Councillor’s minor children, will be published to the Town website no later than thirty (30) days following receipt of the Councillor’s Disclosure Statement.”

Carried Unanimously

MAIN MOTION**AS AMENDED 21.C.175**

By Councillor Rockley

That Bylaw 14-21 be read a second time as amended

Carried Unanimously

MOTION 21.C.176

By Councillor Sands

That authorization be given to read Bylaw 14-21 a third time.

Carried Unanimously

MOTION 21.C.177

By Councillor Thorn

That Bylaw 14-21 be read a third time and passed.

Carried Unanimously

9.3 Bylaw 15-21 - Land Use Bylaw Amendment

Colin Gainer, Senior Planner, reviewed the report containing the issue that the purpose of Bylaw 15-21 is to amend the Land Use Bylaw (40-98) by redesignating ±5.22 hectares (±12.92 ac) of Lot 3, Block 9, Plan 181 1640 from Urban Holdings District to Residential Narrow Lot Detached District, Residential Low Density Multi-Unit District, and Residential Medium Density Multi-Unit District.

MOTION 21.C.178

By Councillor Watrin

That Bylaw 15-21 be read a first time.

Carried Unanimously

10. NOTICES OF MOTION

None

11. MOTIONS RE NOTICES

None

12. CORRESPONDENCE FOR ACTION

- 12.1 Garry Webster, American Public Works Association Alberta Chapter, Re: National Public Works Week Proclamation Request - March 24, 2021

MOTION 21.C.179

By Councillor Sands

That the week of May 16 - 22, 2021 be proclaimed as National Public Works Week in the Town of Okotoks.

Carried Unanimously

- 12.2 Craig Snodgrass, Mayor, Town of High River, Re: Request for Support - April 19, 2021

MOTION 21.C.180

By Councillor Sands

That correspondence item 12.2 be received as information.

Carried Unanimously

- 12.3 Economic Developers Alberta, Re: National Economic Development Week Proclamation Request - April 19, 2021

MOTION 21.C.181

By Councillor Christophers

That the week of May 9 - 15, 2021 be proclaimed as National Economic Development Week in the Town of Okotoks.

Carried Unanimously

- 12.4 Dani Nadeau, Canadian Union of Postal Workers, Re: Council Resolution Request - April 22, 2021

MOTION 21.C.182

By Councillor Thorn

That correspondence item 12.4 be received as information.

Carried Unanimously

13. COUNCILLOR INQUIRIES AND SUGGESTIONS

Councillor Christophers provided an inquiry regarding what the total number of COVID-19 related deaths are in the Town of Okotoks.

Elaine Vincent, Chief Administrative Officer, provided a response that to date there has been one (1) COVID-19 related death in Okotoks and added that the new Situation Briefing document produced by the Director of Emergency Management includes this statistic.

14. COUNCIL REPRESENTATIVE REPORTS

Mayor Robertson reported on his activities since the last Council meeting.

17. RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS

17.1 Councillor Rockley - Spring Street Cleaning

MOTION 21.C.183

By Councillor Rockley

That the response to the Councillor Inquiries and Suggestions be received as information.

Carried Unanimously

18. CORRESPONDENCE FOR INFORMATION

18.1 Andy Caruso, Managing Director and CEO, Atrum Coal, Re: Answering Albertans' Questions - April 21, 2021

18.2 Stan Schulmeister, Reeve, County of Paintearth No. 18, Re: RCMP Letter of Support to Minister Madu - April 21, 2021

18.3 Anil Arora, Chief Statistician of Canada, Statistics Canada, Re: 2021 Federal Census - April 22, 2021

MOTION 21.C.184

By Councillor Watrin

That correspondence items 18.1 to 18.3 be received as information.

Carried Unanimously

19. BOARD AND COMMITTEE MINUTES

19.1 Family and Community Support Services Committee - April 7, 2021

19.2 Finance and Audit Committee - April 21, 2021

19.3 Municipal Planning Commission - April 15, 2021

19.4 Okotoks Public Library Board - March 11, 2021

19.5 Urban Deer Task Force - April 15, 2021

MOTION 21.C.185

By Councillor Sands

That the minutes of the Family and Community Support Services Committee dated April 7, 2021; the Finance and Audit Committee dated April 21, 2021; the Municipal Planning Commission dated April 15, 2021, the Okotoks Public Library Board dated March 11, 2021; and the Urban Deer Task Force dated April 15, 2021 be received as information.

Carried Unanimously

Break at 6:43 p.m. Reconvene at 7:00 p.m.

15. STATUTORY / NON-STATUTORY HEARING(S)

15.1 Bylaw 10-21 - Land Use Bylaw Amendment

Mayor Robertson opened the Public Hearing for Bylaw 10-21 - Land Use Bylaw Amendment at 7:01 p.m.

Colton Nickel, Development Planner, reviewed the report containing the issue that the purpose of Bylaw 10-21 is to amend the Land Use Bylaw by removing regulations limiting the potential for outdoor temporary patios across commercial and mixed-use land use districts in the Town of Okotoks.

Council asked questions of Administration and the questions were answered.

Mayor Robertson called for Administration to provide a summary of submissions in favour and in opposition to Bylaw 10-21 received after 12:00 noon on April 21, 2021 to 7:00 p.m. on April 26, 2021.

Administration provided a response that no submissions or requests to appear live via video conference were received.

Mayor Robertson called for a 15 minute break to provide an opportunity for members of the public to submit responses to new information that may have arisen from Administration's report.

Break at 7:14 p.m. Reconvene at 7:29 p.m.

Administration reported that no submissions were received during the 15-minute break.

MOTION 21.C.186

By Councillor Christophers

That the Public Hearing for Bylaw 10-21 close at 7:31 p.m.

Carried Unanimously

16. BYLAWS / BUSINESS RELATING TO HEARING(S)

16.1 Bylaw 10-21 - Land Use Bylaw Amendment

MOTION 21.C.187

By Councillor Christophers

That Bylaw 10-21 be read a second time.

Carried Unanimously

MOTION 21.C.188

By Councillor Sands

That Bylaw 10-21 be read a third time and passed.

Carried Unanimously

20. ADJOURNMENT

MOTION 21.C.189

By Councillor Watrin

That the April 26, 2021 Regular Council Meeting adjourn at 7:37 p.m.

Carried Unanimously