



**TOWN OF OKOTOKS  
UNADOPTED MINUTES  
FOR THE REGULAR COUNCIL MEETING  
HELD MONDAY, APRIL 11, 2022  
AT THE OKOTOKS MUNICIPAL CENTRE  
COUNCIL CHAMBER**

**COUNCIL MEMBERS  
PRESENT**

Mayor Thorn  
Councillor Actemichuk  
Councillor Hallmark  
Councillor Heemeryck  
Councillor Lang  
Councillor Robinson  
Councillor Swendseid

**ADMINISTRATION  
PRESENT**

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

**1. CALL TO ORDER**

Mayor Thorn called the meeting to order at 2:02 p.m. and provided a traditional land acknowledgement.

**2. ADOPTION OF AGENDA**

MOTION 22.C.151

By Councillor Hallmark

That the agenda for the April 11, 2022 Regular Council Meeting be adopted as presented.

Carried Unanimously

**3. IN CAMERA ITEMS**

MOTION 22.C.152

By Councillor Robinson

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 2:03 p.m.

Carried Unanimously

- 3.1 Land Negotiations (*FOIP* s. 24(1)(g))
- 3.2 Calgary Metropolitan Region Board (*FOIP* s. 24(1))

In Attendance

Mayor Thorn

Councillors Actemichuk, Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Chief Financial Officer Ralph Ettenauer

Operations & Utilities Director Horacio Galanti

Community Growth, Investment & Sustainability Director Jeff Greene

Community Health & Safety Director Susan Laurin

Corporate Services Director Angela Whitney

Senior Communications & Strategy Advisor Ben Morgan

Corporate Analyst Tom Kerr

Community Development & Engineering Manager Jeremy Huet

Planner Michelle Grenwich

IT Support Analyst Spencer Tarrant

Legislative Services Administrators Patty Huber and Janice Storch

- 3.3 Lease Negotiations (*FOIP* s. 16(1)(a), 24(1)(c)(g), 26(1)(c))

In Attendance

Mayor Thorn

Councillors Actemichuk, Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Chief Financial Officer Ralph Ettenauer

Operations & Utilities Director Horacio Galanti

Community Growth, Investment & Sustainability Director Jeff Greene

Community Health & Safety Director Susan Laurin

Corporate Services Director Angela Whitney

Senior Communications & Strategy Advisor Ben Morgan

Corporate Analyst Tom Kerr

IT Support Analyst Spencer Tarrant

Legislative Services Administrators Patty Huber and Janice Storch

MOTION 22.C.153

By Councillor Robinson

That the meeting come out of In Camera at 3:04 p.m.

Carried Unanimously

Break at 3:05 p.m. Reconvene at 3:15 p.m.

**5. MOTION(S) ARISING FROM IN CAMERA**

MOTION 22.C.154

By Councillor Robinson

That the motion contained in In Camera report 3.1 be approved as presented.

Carried Unanimously

MOTION 22.C.155

By Councillor Swendseid

That the draft letter contained in In Camera report 3.2 be endorsed with amendments as discussed and sent to the Minister of Municipal Affairs.

Carried Unanimously

**6. MINUTES OF PREVIOUS MEETING**

6.1 Regular Council Meeting - March 28, 2022

MOTION 22.C.156

By Councillor Actemichuk

That the minutes of the Regular Council Meeting held March 28, 2022 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 Growth, Investment & Sustainability; Community Health & Safety; and Corporate Services.

MOTION 22.C.157

By Councillor Lang

That the Chief Administrative Officer's Report for April 11, 2022 be received as information.

Carried Unanimously

## 8. BUSINESS

### 8.1 Okotoks RCMP Detachment Annual Performance Plan

Zane Semaniuk, Okotoks Municipal RCMP Detachment Commander, reviewed the report containing the issue that the 2022 Okotoks RCMP Municipal Detachment Annual Performance Plan is provided to Council for approval.

#### MOTION 22.C.158

By Councillor Hallmark

That the Okotoks RCMP Municipal Detachment be requested to include the local priorities of “Enhanced Visibility”, “Crime Reduction and Enhanced Public Confidence”, and “Engagement” in the 2022 RCMP Annual Performance Plan.

Carried Unanimously

### 8.2 Property Owner Request

Ralph Ettenauer, Chief Financial Officer, reviewed the report containing the issue that a recent fire destroyed two homes in Sheep River Cove and the two property owners have requested property tax cancellations.

#### MOTION 22.C.159

By Councillor Robinson

That consideration of a tax cancellation for properties located at 171 and 173 Sheep River Cove be postponed until April 25, 2022 in order to obtain a legal opinion on the matter of tax cancellation due to loss of improvements as set out in the *Municipal Government Act* s. 349(1).

Carried Unanimously

### 8.3 Leaseholder Request for Support

Susan Laurin, Community Health & Safety Director, reviewed the report containing the issue that Natural High Fitness, the current leasee and operator of the fitness centre space at the Okotoks Recreation Centre, has requested amendments to the lease that are outside Administration’s authority of approval.

#### MOTION 22.C.160

By Councillor Robinson

That Administration be directed to advertise a proposed full rent waiver for January 1 to May 31, 2022 and a half rent waiver for June 1 to December 31, 2022 and that this agreement be conditional to monthly operations being maintained for the remainder of 2022 for the fitness centre space at the Okotoks Recreation Centre; and that the advertisement be placed in the April 20 and 27, 2022 editions of the Western Wheel; and that the item be discussed for a decision in principle at the May 9, 2022 Council meeting; and that final review and approval be at the July 18, 2022 Council Meeting subject to the expiry of the 60 day petition period.

Carried

## 9. BYLAWS

### 9.1 Bylaw 31-21 - Land Use Bylaw Amendment

Colin Gainer, Senior Planner, reviewed the report containing the issue that the purpose of Bylaw 31-21 is to amend Land Use Bylaw 17-21 by redesignating ±1.57 hectares (±3.88 ac) of Lot 3, Block 9, Plan 181 1640 from Agriculture and Land Holdings District to Neighbourhood Core District.

MOTION 22.C.161

By Councillor Lang

That Bylaw 31-21 be read a third time and passed.

Carried Unanimously

### 9.2 Bylaw 10-22 - Committees Bylaw 13-21 Amendment

Patty Huber, Legislative & Policy Services Acting Manager, reviewed the report containing the issue that the purpose of Bylaw 10-22 is to amend Committees Bylaw 13-21 to authorize the Governance and Priorities Committee to make naming decisions under the Naming Roadways, Parks, Neighbourhoods and Facilities Policy GP-B-2.4.

MOTION 22.C.162

By Councillor Lang

That Bylaw 10-22 be read a first time.

Carried Unanimously

MOTION 22.C.163

By Councillor Swendseid

That Bylaw 10-22 be read a second time.

Carried Unanimously

MOTION 22.C.164

By Councillor Actemichuk

That authorization be given to read Bylaw 10-22 a third time.

Carried

## 10. NOTICES OF MOTION

None

## 11. MOTIONS RE NOTICES

None

## **12. CORRESPONDENCE FOR ACTION**

12.1 Mike Haanen, APWA Alberta Chapter, President, Re: National Public Works Week Proclamation Request - March 12, 2022

MOTION 22.C.165

By Councillor Swendseid

That May 15 - 21, 2022 be declared National Public Works Week in the Town of Okotoks.

Carried Unanimously

12.2 Colin Buschman, National Police Federation, Western Government Relations Advisory, Re: Request for Support - March 28, 2022

MOTION 22.C.166

By Councillor Robinson

That the Call to Action from the National Police Federation be received as information.

Carried Unanimously

## **13. COUNCILLOR INQUIRIES AND SUGGESTIONS**

Councillor Robinson provided an inquiry regarding the Town's risk tolerance for extreme drought events including the Town's water draw; how drought risk is managed; and the role the two reservoirs play during a drought.

Elaine Vincent, Chief Administrative Officer, provided a response that this information is contained within the Water Shortage Response Plan which will be circulated to Council and posted on the Town's website.

Councillor Lang provided a resident concern regarding potholes on North Railway Street, and inquired if these could be repaired prior to the annual parade.

Councillor Actemichuk provided an inquiry regarding the mobile OKOTOKS letters that belong to the Okotoks & District Chamber of Commerce and who pays for relocating them.

Elaine Vincent, Chief Administrative Officer, provided a response that the Okotoks & District Chamber of Commerce pays to relocate the letters.

Councillor Actemichuk provided information that street racing and stunting has been increasingly occurring in the Safeway parking lot between midnight and 3:00 a.m.

Elaine Vincent, Chief Administrative Officer, provided a response that residents are encouraged to call RCMP or Okotoks Municipal Enforcement when they see offenses to help raise awareness of these occurrences.

Mayor Thorn inquired who the Town's indigenous partners are and the process undertaken to create this group of partners.

Jeff Greene, Community Growth, Investment & Sustainability Director, provided a response that the Traditional Knowledge and Land Use Assessments process was undertaken in collaboration with Arrow Archeology and the consultation offices of each of the five nations of Treaty Seven along with representatives and elders of each nation.

Mayor Thorn inquired if Administration had considered light sequencing at key intersections that prioritizes pedestrian movement.

Jeff Greene, Community Growth, Investment & Sustainability Director, provided a response that the Town will be undertaking an accessibility review in 2022 and light sequencing could be a part of that review.

#### **14. COUNCIL REPRESENTATIVE REPORTS**

Mayor Thorn, Councillors Actemichuk, Hallmark, and Swendseid reported on their activities since the last Council meeting.

#### **15. STATUTORY / NON-STATUTORY HEARING(S)**

None

#### **16. BYLAWS / BUSINESS RELATING TO HEARING(S)**

None

#### **17. RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS**

17.1 Councillor Swendseid - Repaving of Pathways

MOTION 22.C.167

By Councillor Swendseid

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

Carried Unanimously

#### **18. CORRESPONDENCE FOR INFORMATION**

None

**19. BOARD AND COMMITTEE MINUTES**

19.1 Intermunicipal Committee Minutes - January 25, 2022

19.2 Okotoks Public Library Board Minutes - January 27 and February 24, 2022

MOTION 22.C.168

By Councillor Actemichuk

That the minutes of the Intermunicipal Committee Meeting dated January 25, 2022; and the Okotoks Public Library Board dated January 27 and February 24, 2022 be received as information.

Carried Unanimously

Break at 4:53 p.m. Reconvene at 6:00 p.m.

**4. DELEGATIONS / QUESTION PERIOD BY THE PUBLIC**

4.1 Duke of Edinburgh Awards

Okotoks residents Emma Cunningham, Nick Plumb, and Owen Plumb were in attendance to be recognized for completing the bronze level of the Duke of Edinburgh Award.

**20. ADJOURNMENT**

MOTION 22.C.169

By Councillor Lang

That the April 11, 2022 Regular Council Meeting adjourn at 6:15 p.m.

Carried Unanimously