



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, SEPTEMBER 26, 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
Patty Huber, Legislative Services Administrator

1. CALL TO ORDER

Mayor Thorn called the meeting to order at 2:13 p.m. and provided a traditional land acknowledgement.

2. ADOPTION OF AGENDA

MOTION 22.C.335

By Councillor Swendseid

That the agenda for the September 26, 2022 Regular Council Meeting be adopted as presented.

Carried Unanimously

3. CLOSED SESSION

MOTION 22.C.336

By Councillor Actemichuk

That the meeting go into Closed Session 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 2:15 p.m.

Carried Unanimously

3.1 Intermunicipal Approvals (*FOIP* s. 21(1) and 24(1)(a)(c))

3.2 Land Negotiations (*FOIP* s. 24(1)(g))

3.3 Project Budget Review (*FOIP* s. 24(1)(g))

In Attendance

Mayor Thorn

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

Chief Administrative Officer Elaine Vincent

Chief Financial Officer Ralph Ettenauer

Operations & Utilities Acting Director Paul Lyons

Community Growth, Investment & Sustainability Director Jeff Greene

Community Health & Safety Director Susan Laurin

Senior Communications & Strategy Advisor Ben Morgan

Legislative & Policy Services Manager Cathy Duplessis

Community Development & Engineering Manager Jeremy Huet

Planner Michelle Grenwich

IT Support Analyst Ambrose Hu

Caron & Partners LLP Jennifer Sykes

Legislative Services Administrators Patty Huber and Janice Storch

MOTION 22.C.337

By Councillor Actemichuk

That the meeting come out of Closed Session at 3:04 p.m.

Carried Unanimously

4. DELEGATIONS

4.2 PUBLIC DELEGATIONS

Lansdowne Equity Ventures Limited Chief Operations Officer Blair Hann was in attendance to provide information and commentary to Council with regard to the expropriation of property located at 30 South Railway Street.

6. CONSENT AGENDA

- 6.1 MINUTES OF PREVIOUS MEETING - September 12, 2022
- 6.2 BUSINESS ITEMS FOR INFORMATION
 - 6.2.1 Okotoks RCMP Municipal Detachment Quarterly Update
 - 6.2.2 Council Compensation and Expense Reimbursement Policy
- 6.3 FIRST READING BYLAWS
 - None
- 6.4 RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS
 - 6.4.1 Councillor Robinson - Secondary Suites and Accessory Dwelling Units Grant Program
- 6.5 CORRESPONDENCE FOR INFORMATION
 - 6.5.1 Marigold Library System, August 2022 Board Meeting Highlights and 2023 Budget Estimates - September 15, 2022
- 6.6 BOARD AND COMMITTEE MINUTES
 - None
- 6.7 DISCLOSURE OF CLOSED SESSION ITEMS
 - None

MOTION 22.C.338

By Councillor Heemeryck

That items 6.2.1, 6.2.2 and 6.4.1 be exempt from the Consent Agenda and added to Business Items for Action; the minutes under 6.1 be adopted as presented; and the remaining item be received as information.

Carried Unanimously

7. BUSINESS ITEMS FOR ACTION

- 7.1 United Way/Okotoks Partnership Committee Chair Report

Community Wellness Specialist Sian Anderson introduced United Way/Okotoks Partnership Committee Chair Shawna Lawson who reviewed the report containing the issue that Committees Bylaw 13-21 requires the Chair of Governance Committees to annually present a summary or highlight report of activities at a Regular Council Meeting.

MOTION 22.C.339

By Councillor Lang

That the United Way/Okotoks Partnership Committee Chair report be received as information.

Carried Unanimously

7.4 Okotoks RCMP Municipal Detachment Quarterly Update

RCMP Sargent John Klassen provided responses to questions from Council regarding the Okotoks RCMP Municipal Detachment Quarterly Update.

MOTION 22.C.340

By Councillor Swendseid

That the Okotoks RCMP Municipal Detachment Quarterly Update be received as information.

Carried Unanimously

7.2 Energy Efficiency Day Proclamation Request

Climate Change & Energy Specialist Sheri Young reviewed the report containing the issue that a request to proclaim Energy Efficiency Day and for the Municipal Centre lights to be turned off on October 5, 2022 is provided to Council for consideration.

MOTION 22.C.341

By Councillor Robinson

That October 5, 2022 be proclaimed Energy Efficiency Day in the Town of Okotoks and that the Municipal Centre decorative lighting be turned off on this day, and that this proclamation and turning off of the Municipal Centre's decorative lighting recur annually on the first Wednesday in October thereafter.

Carried Unanimously

7.3 Final Town of Okotoks 2022 - 2025 Strategic Plan

Corporate Planning Specialist Bernice Gordon reviewed the report containing the issue that the 2022 - 2025 Strategic Plan is presented to Council for approval.

MOTION 22.C.342

By Councillor Hallmark

That the 2022 - 2025 Strategic Plan be approved as presented.

Carried Unanimously

7.5 Council Compensation and Expense Reimbursement Policy

Legislative & Policy Services Manager Cathy Duplessis provided responses to questions from Council regarding the Council Compensation and Expense Reimbursement Policy.

MOTION 22.C.343

By Councillor Hallmark

That the redlined version of the Council Compensation and Expense Reimbursement Policy GP-C-2.2 be approved with an amendment to give Councillors and Mayor the ability to request to utilize a portion of unused training dollars in the last quarter of the yearly budget, up to a maximum of double their individual Council training budget, as directed and approved by the Mayor.

Carried

MOTION 22.C.344

By Councillor Swendseid

That Administration be directed to bring back the Council Compensation and Expense Reimbursement Policy GP-C-2.2 to a Governance and Priorities Committee Meeting in the fall of 2023 for Council to determine its success.

Carried Unanimously

7.6 Councillor Robinson - Secondary Suites and Accessory Dwelling Units Grant Program

Planner Michelle Grenwich responded to questions from Council regarding the Secondary Suites and Accessory Dwelling Units Grant Program Response to Councillor Inquiries and Suggestions.

MOTION 22.C.345

By Councillor Robinson

That Administration make recommendations by the end of 2022 to implement a waitlist or enhanced pre-qualification procedures and budgeting options to enhance the availability of the Secondary Suites Accessory Dwelling Units Grant Program.

Carried Unanimously

Break at 4:22 p.m. Reconvene at 4:32 p.m.

8. **BYLAWS**

None

9. NOTICES OF MOTION

None

10. MOTIONS RE NOTICES

10.1 Xeriscaping Policy (provided by Councillor Swendseid on September 12, 2022)

Mayor Thorn inquired if a Member of Council would support the Xeriscaping Policy Notice of Motion as Secunder.

Councillor Robinson provided support as Secunder.

MOTION 22.C.346

By Councillor Swendseid

Seconded by Councillor Robinson

That Administration be directed to create a policy (s) that achieves the following outcomes:

1. institutes a minimum percentage xeriscaping requirement for all new residential and/or commercial developments to decrease outdoor use of potable water;
2. examines the potential of mandating the use of only drought tolerant grass species in all new residential and/or commercial developments;
3. explores other avenues to expand the current xeriscaping rebate program for established properties; and
4. that the aforementioned policy come into effect prior to the 2023 or 2024 growing season.

Carried Unanimously

11. CORRESPONDENCE FOR ACTION

- 11.1 Alana Newton, Executive Director, D.A.R.E. Works Foothills Society, Re: Request for Funding Support and Appointment of Board Representative - September 15, 2022

MOTION

By Councillor Robinson

That \$3,562.00 be paid to D.A.R.E. Works Foothills Society for delivery of the Percy Pegler School program as requested.

Councillor Robinson requested that the motion be withdrawn.

Mayor Thorn inquired if there were any objections and the motion was withdrawn with the unanimous consent of Council.

MOTION 22.C.347

By Councillor Robinson

That Administration confirm with D.A.R.E. Works Foothills Society that \$3,562.00 in funding will be forthcoming.

Carried Unanimously

12. COUNCILLOR INQUIRIES AND SUGGESTIONS

Councillor Swendseid provided an inquiry regarding the rationale for using wood chips versus a rubberized material as ground cover for Town playgrounds.

13. COUNCIL REPRESENTATIVE REPORTS

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

14. PUBLIC HEARING(S)

None

15. BYLAWS / BUSINESS RELATING TO HEARING(S)

None

3. CLOSED SESSION (RESUMED)

MOTION 22.C.348

By Councillor Lang

That the meeting go into Closed Session 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 5:11 p.m.

Carried Unanimously

3.4 Request for Extension - Memorandum of Understanding (*FOIP* s. 24(1)(a)(c), 25(1)(c))

3.5 Human Resources Update (*FOIP* s. 24(1)(b))

In Attendance

Mayor Thorn

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

Chief Administrative Officer Elaine Vincent

Corporate Services Director Angela Whitney

MOTION 22.C.349

By Councillor Actemichuk

That the meeting come out of Closed Session at 5:51 p.m.

Carried Unanimously

Break at 5:52 p.m. Reconvene at 6:02 p.m.

4. DELEGATIONS (RESUMED)

4.1 REQUESTED DELEGATIONS

Kolten Crook was in attendance to be recognized by Council for his skateboarding skills and achievements.

5. MOTION(S) ARISING FROM CLOSED SESSION

MOTION 22.C.350

By Councillor Lang

That a formal response not be provided to the Calgary Metropolitan Region Board recommendation regarding the Foothills Crossing Area Structure Plan.

Carried Unanimously

MOTION 22.C.351

By Councillor Swendseid

That the Town of Okotoks not proceed with expropriation at this time, and that written notice advising the landowner be provided.

Carried Unanimously

MOTION 22.C.352

By Councillor Robinson

That the 2022 budget be amended to rename Project 61 to "Downtown Plan and Design" and the Project 61 scope be amended to include conceptual planning and engineering studies to support the development of Riverside Drive, South Railway Street and Lineham Avenue including realignment of South Railway Street and future work to include additional studies for the balance of the downtown.

Carried Unanimously

MOTION 22.C.353

By Councillor Heemeryck

That the date in Motion 22.C.274 made at the June 27, 2022 Regular Council Meeting be amended to read "November 30, 2022".

Carried Unanimously

16. ADJOURNMENT**MOTION 22.C.354**

By Councillor Lang

That the September 26, 2022 Regular Council Meeting adjourn at 6:14 p.m.

Carried Unanimously