



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, SEPTEMBER 11, 2023
AT THE OKOTOKS MUNICIPAL CENTRE
COUNCIL CHAMBER AND VIDEOCONFERENCE**

**COUNCIL MEMBERS
PRESENT**

Mayor Thorn (via videoconference)
Councillor Hallmark
Councillor Heemeryck
Councillor Lang
Councillor Robinson
Councillor Swendseid

**COUNCIL MEMBERS
ABSENT**

Councillor Actemichuk

**ADMINISTRATION
PRESENT**

Elaine Vincent, Chief Administrative Officer
Patty Huber, Legislative Services Administrator

1. CALL TO ORDER

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

Mayor Thorn requested that the Deputy Mayor assume the Chair as per section 6.6(d) of the Procedure Bylaw.

Deputy Mayor Hallmark assumed the Chair at 2:11 p.m.

2. ADOPTION OF AGENDA

MOTION 23.C.275

By Councillor Heemeryck

That the agenda for the September 11, 2023 Regular Council Meeting be adopted as presented.

Carried Unanimously

3. CLOSED SESSION

MOTION 23.C.276

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 2:12 p.m.

Carried Unanimously

3.1 Non-Compliance Report (*FOIP* s. 17(4), (5), Division 1 of Part II, s. 38))

In Attendance

Mayor Thorn

Deputy Mayor Hallmark

Councillors Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Chief Financial Officer Ralph Ettenauer

Community Growth, Investment & Sustainability Director Jeff Greene

Operations & Utilities Director Jeremy Huet

Parks & Recreation Director Christa Michailuck

Corporate Services Director Angela Whitney

Communications & Governmental Relations Strategic Advisor Ben Morgan

Legislative & Policy Services Manager Cathy Duplessis

Acting Information & Technology Manager Tony Hon

Legislative Services Administrators Patty Huber and Janice Storch

3.2 Lease Options (*FOIP* s. 16(1)(a), 24(1)(c)(g), 26(1)(c))

In Attendance

Mayor Thorn

Deputy Mayor Hallmark

Councillors Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Chief Financial Officer Ralph Ettenauer

Community Growth, Investment & Sustainability Director Jeff Greene

Operations & Utilities Director Jeremy Huet

Parks & Recreation Director Christa Michailuck

Communications & Governmental Relations Strategic Advisor Ben Morgan

Legislative & Policy Services Manager Cathy Duplessis

Community Growth & Investment Manager Chris Sargent

Economic Development Specialist Josh Welz

Legislative Services Administrators Patty Huber and Janice Storch

3.3 Intergovernmental Relations (*FOIP* s. 21(1)(a)(ii)(b), 23(1), 24(1))

3.4 Intermunicipal Approvals (*FOIP* s. 21(1), 24(1)(a)(c))

In Attendance

Mayor Thorn

Deputy Mayor Hallmark

Councillors Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Chief Financial Officer Ralph Ettenauer

Community Growth, Investment & Sustainability Director Jeff Greene

Operations & Utilities Director Jeremy Huet

Parks & Recreation Director Christa Michailuck

Communications & Governmental Relations Strategic Advisor Ben Morgan

Legislative & Policy Services Manager Cathy Duplessis

Community Growth & Investment Manager Chris Sargent

Senior Planner Colin Gainer

Planner Colton Nickel

IT Support Analyst Trevor Laboucane

Legislative Services Administrators Patty Huber and Janice Storch

MOTION 23.C.277

By Councillor Robinson

That the meeting come out of Closed Session at 3:08 p.m.

Carried Unanimously

Break at 3:09 p.m. Reconvene at 3:15 p.m.

4. DELEGATIONS

4.1 REQUESTED DELEGATIONS

None

4.2 PUBLIC DELEGATIONS

None

5. MOTION(S) ARISING FROM CLOSED SESSION

MOTION 23.C.278

By Councillor Robinson

That Administration be directed to send responses as indicated in Closed Session items 3.3 and 3.4.

Carried Unanimously

6. CONSENT AGENDA

- 6.1 MINUTES OF PREVIOUS MEETING
 - 6.1.1 Regular Council Meeting - August 21, 2023
- 6.2 BUSINESS ITEMS FOR INFORMATION / FROM COMMITTEE
 - 6.2.1 2023 Second Quarter Variance Report
 - 6.2.2 Chief Administrative Officer Approvals
- 6.3 FIRST READING BYLAWS
 - None
- 6.4 RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS
 - 6.4.1 Councillor Swendseid - Noise Complaint Statistics Update
- 6.5 CORRESPONDENCE FOR INFORMATION
 - 6.5.1 Marigold Library System, August Board Meeting Highlights, Notes to Council, and 2024 Budget Estimates - September 5, 2023
 - 6.5.2 Okotoks Public Library Board Member Resignation - August 31, 2023
- 6.6 BOARD AND COMMITTEE MINUTES
 - 6.6.1 Finance and Audit Committee - September 6, 2023
- 6.7 DISCLOSURE OF CLOSED SESSION ITEMS - September 11, 2023

MOTION 23.C.279

By Councillor Heemeryck

That items 6.2.1 and 6.4.1 be exempt from the Consent Agenda and added to Business Items for Action; the minutes under 6.1.1 be adopted as presented; and the remaining items be received as information.

Carried Unanimously

7. BUSINESS ITEMS FOR ACTION

- 7.7 Councillor Swendseid - Noise Complaint Statistics Update

Municipal Enforcement Manager Vikram Kulkarni provided responses to questions from Council regarding the Noise Complaint Statistics Update report.

MOTION 23.C.280

By Councillor Swendseid

That the Noise Complaint Statistics Update be received as information.

Carried Unanimously

7.1 Housing for All Progress Report

Social Planner Michelle Grenwich reviewed the report containing the issue that an update on progress made to improve diverse housing options for individuals and families in Okotoks is provided to Council for information.

MOTION 23.C.281

By Councillor Robinson

That the Housing for All Progress Report be accepted as presented.

Carried Unanimously

Break at 4:04 p.m. Reconvene at 4:10 p.m.

7.2 Location Selection for New Skate Park

Parks Manager Rod March and Parks & Recreation Director Christa Michailuck reviewed the report containing the issue that recommendations for siting of Project #228 - New Skate Park are provided to Council for consideration.

MOTION 23.C.282

By Councillor Robinson

That Administration be directed to proceed with planning and design for a new skate park at the Howard Park location.

Carried Unanimously

Break at 4:35 p.m. Reconvene at 4:45 p.m.

MOTION 23.C.283

By Councillor Robinson

That the Capital Budget, Project #228 - New Skate Park be amended to \$50,000 for design in 2023 and \$750,000 for construction in 2024.

Carried Unanimously

7.3 Tax Recovery Public Auction Reserve Bids

Chief Financial Officer Ralph Ettenauer reviewed the report containing the issue that the Tax Recovery Auction Reserve Bids report is provided to Council for approval.

MOTION 23.C.284

By Councillor Heemeryck

That the reserve bids for properties being offered for sale at public auction be set as follows:

Legal	Roll Number	Reserve Bid
Plan 0213879 Block 20 Lot 2	0058100	\$510,000
Plan 0214197 Block 23 Lot 38	0059970	\$375,000
Plan 9211576 Unit 29	0028229	\$120,000

Carried Unanimously

7.4 Support for Alberta Municipalities Association Vice-President Towns Position

Mayor Thorn declared a pecuniary interest as the Alberta Municipalities Association Vice-President Towns is a paid position and excused herself from the meeting at 4:50 p.m.

Legislative & Policy Services Manager Cathy Duplessis reviewed the report containing the issue that Mayor Thorn is requesting support to submit her name for consideration as Vice-President of Towns for the Alberta Municipalities Association.

MOTION 23.C.285

By Councillor Robinson

That approval be provided to Mayor Thorn in her submission to run for the Alberta Municipalities Association's Vice-President of Towns position.

Carried Unanimously

Mayor Thorn returned to the meeting at 4:53 p.m.

7.5 Council Committee Nomination Process Policy GP-D-2.2 Amendment

Legislative & Policy Services Manager Cathy Duplessis reviewed the report containing the issue that an amendment to the Council Committee Nomination Process Policy is provided for Council's consideration.

MOTION 23.C.286

By Councillor Lang

That Council Committee Nomination Process Policy GP-D-2.2 be amended as presented.

Carried

7.6 2023 Second Quarter Variance Report

Operations & Utilities Director Jeremy Huet and Chief Financial Officer Ralph Ettenauer provided responses to questions from Council regarding the 2023 Second Quarter Variance Report.

MOTION 23.C.287

By Councillor Swendseid

That the 2023 Second Quarter Variance Report be received as information.

Carried Unanimously

8. BYLAWS

8.1 Municipal Planning Commission Disbandment Bylaws

Senior Planner Colin Gainer reviewed the report containing the issue that Bylaws to facilitate disbandment of the Municipal Planning Commission including Land Use Bylaw Amendment 32-23 to remove the Municipal Planning Commission from the Land Use Bylaw; Bylaw 33-23 to rescind Subdivision Authority Bylaw; and Bylaw 34-23 to amend the Committees Bylaw are provided to Council for consideration.

8.1.1 Bylaw 32-23 - Land Use Bylaw Amendment

MOTION 23.C.288

By Councillor Lang

That Bylaw 32-23 be read a first time.

Carried

8.1.2 Bylaw 33-23 - Rescinding Subdivision Authority Bylaw

MOTION 23.C.289

By Councillor Swendseid

That Bylaw 33-23 be read a first time.

Carried

8.1.3 Bylaw 34-23 - Committees Bylaw Amendment

MOTION 23.C.290

By Councillor Robinson

That Bylaw 34-23 be read a first time.

Carried

9. NOTICES OF MOTION

None

10. MOTIONS RE NOTICES

None

11. CORRESPONDENCE FOR ACTION

None

12. COUNCILLOR INQUIRIES AND SUGGESTIONS

None

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

16. ADJOURNMENT

MOTION 23.C.291

By Councillor Lang

That the September 11, 2023 Regular Council Meeting adjourn at 5:25 p.m.

Carried Unanimously