



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE SPECIAL COUNCIL MEETING
HELD MONDAY, NOVEMBER 27, 2023
AT THE OKOTOKS MUNICIPAL CENTRE
COUNCIL CHAMBER**

**COUNCIL MEMBERS
PRESENT**

Mayor Thorn
Councillor Hallmark
Councillor Heemeryck (absent from 2:43 to 2:45 p.m.)
Councillor Lang
Councillor Robinson (arrived at 8:20 a.m.)
Councillor Swendseid

**COUNCIL MEMBERS
ABSENT**

Councillor Actemichuk

**ADMINISTRATION
PRESENT**

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
Legislative Services Administrator Janice Storch

1. CALL TO ORDER

Mayor Thorn called the meeting to order at 8:04 a.m. and provided a traditional land acknowledgement.

2. ADOPTION OF AGENDA

MOTION 23.C.364

By Councillor Hallmark

That the November 27, 2023 agenda for the Special Council Meeting be adopted as presented.

Carried Unanimously
Councillor Robinson absent

3. 2024 ANNUAL BUDGET UPDATE OVERVIEW

The Strategic Leadership Team provided an update and overview of the 2024 Annual Budget.

Councillor Robinson arrived at the meeting at 8:20 a.m.

4. CLOSED SESSION

MOTION 23.C.365

By Councillor Hallmark

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 9:09 a.m.

Carried Unanimously

4.1 Human Resources (*FOIP* s. 24(1)(d))

4.2 Capital Project (*FOIP* s. 16(1), 24(1), 25(1))

In Attendance

Mayor Thorn

Councillors Hallmark, 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

Accounting Manager Allan Felker

IT Support Analyst Trevor Laboucane

Legislative Services Administrator Janice Storch

MOTION 23.C.366

By Councillor Lang

That the meeting come out of Closed Session at 10:19 a.m.

Carried Unanimously

Break at 10:20 a.m. Reconvene at 10:30 a.m.

MOTION 23.C.367

By Councillor Robinson

That Administration be directed to proceed with the full implementation of a corporate reorganization plan in 2024.

Carried Unanimously

5. BUSINESS

5.1 Capital Budget

5.1.1 2024 to 2025 Capital Budget

5.1.2 2026 to 2033 Capital Forecast

Chief Financial Officer Ralph Ettenauer reviewed the report containing the issue that the 2024 Capital Budget and Capital Financial Forecast planning tools are presented to Council for approval.

MOTION 23.C.368

By Councillor Heemeryck

That the 2024 to 2025 Capital Budget in the amount of \$2.654M for 2024, \$4.869M in new spending for 2025 and \$38.64M in carry-forward project funding be approved as presented.

Carried Unanimously

MOTION 23.C.369

By Councillor Lang

That the 2026 to 2033 Capital Forecast be approved as a planning tool as presented.

Carried Unanimously

MOTION 23.C.370

By Councillor Robinson

That the Capital Projects funding presented in Tab 3 - 10 Year Capital Plan spreadsheet be approved as a planning tool.

Carried Unanimously

5.2 One-Time Operating Budget

5.2.1 2024 to 2025 One Time Operating Budget

5.2.2 2026 to 2028 One Time Operating Forecast

Chief Financial Officer Ralph Ettenauer reviewed the report containing the issue that the 2024 One-Time Operating Budget and the One-Time Operating Financial planning tools are presented to Council for approval.

MOTION 23.C.371

By Councillor Swendseid

That the 2024 to 2025 One-Time Operating Budget: Revenues and Expenditures List, with the funding sources as identified in the 2024 to 2025 One-Time Expenditures be approved as presented.

Carried Unanimously

MOTION 23.C.372

By Councillor Heemeryck

That the one-time project for Christ the Redeemer School Division be approved as presented.

Carried Unanimously

MOTION 23.C.373

By Councillor Lang

That the 2026 to 2028 One-Time Operating Forecast be approved as a planning tool.

Carried Unanimously

5.3 Okotoks Public Library On-Ramp

Chief Administrative Officer Elaine Vincent reviewed the report containing the issue that new funding requisitions from the Okotoks Public Library are presented as on-ramps to the 2024 Budget.

MOTION 23.C.374

By Councillor Heemeryck

That the Okotoks Public Library requisition for 2024 be increased by 5% over the 2023 requisition.

Defeated

Mayor Thorn requested that the Deputy Mayor assume the Chair.

Deputy Mayor Robinson assumed the Chair at 11:57 a.m.

MAIN MOTION

By Mayor Thorn

That the Okotoks Public Library requisition for 2024 be increased by \$150,000 over the 2023 requisition.

AMENDING MOTION

By Deputy Mayor Robinson

That the Okotoks Public Library requisition for 2024 be increased by \$187,000 over the 2023 requisition.

Deputy Mayor Robinson reverted the Chair back to Mayor Thorn.

Mayor Thorn resumed the Chair at 12:02 p.m.

Mayor Thorn ruled the Amending Motion out of order and requested the Deputy Mayor assume the Chair

Deputy Mayor Robinson assumed the Chair at 12:06 p.m.

MAIN

MOTION 23.C.375

By Mayor Thorn

That the Okotoks Public Library requisition for 2024 be increased by \$150,000 over the 2023 requisition.

Defeated

Mayor Thorn resumed the Chair at 12:09 p.m.

MOTION 23.C.376

By Councillor Robinson

That the Okotoks Public Library requisition for 2024 be increased by \$187,000 over the 2023 requisition for a total of \$1,267,528.

Defeated

Break at 12:12 p.m. Reconvene at 12:46 p.m.

MOTION 23.C.377

By Councillor Swendseid

That the Okotoks Public Library requisition be 50% of the requested increase for 2024 in the amount of \$152,170 for a total of \$1,232,698.

Councillor Heemercyk declared a Point of Order stating that the Motion was not sufficiently different from the previous motions.

Mayor Thorn ruled the Motion to be in Order.

Councillor Heemeryck Challenged the Ruling of the Chair.

Councillor Lang seconded the Challenge.

Mayor Thorn requested a vote to determine if the Ruling of the Chair is upheld. The ruling of the Chair was upheld by a 2/3 vote.

Carried

MOTION 23.C.378

By Councillor Heemeryck

That the Okotoks Public Library requisitions for 2025 to 2028 in the amount of a 5% year over year increase be approved as a planning tool.

Carried

5.4 Bylaw 36-23 - Natural Gas Franchise Fees

Chief Administrative Officer Elaine Vincent reviewed the report containing the issue that the purpose of Bylaw 36-23 is to provide natural gas franchise fees for 2024 as outlined in the terms of the Town's existing franchise agreement.

MOTION 23.C.379

By Councillor Heemeryck

That Bylaw 36-23 be read second time.

Carried

5.5 Bylaw 09-24 - Fees, Rates and Charges Bylaw

Chief Administrative Officer Elaine Vincent reviewed the report containing the issue that the purpose of Bylaw 09-24 is to establish fees, rates and charges for services provided by the Town of Okotoks in 2024.

MAIN MOTION

By Councillor Heemeryck

That Bylaw 09-24 be read a second time as amended by deleting the "Paper Billing Charge" under "Utilities".

Mayor Thorn requested that the Deputy Mayor assume the Chair.

Deputy Mayor Robinson assumed the Chair at 1:38 p.m.

AMENDING

MOTION 23.C.380

By Mayor Thorn

That Bylaw 09-24 be further amended by eliminating the 2024 increases to "On Demand Local Transit Fares" and maintaining the 2023 fares.

Carried

Mayor Thorn resumed the Chair at 1:44 p.m.

MAIN MOTION AS

AMENDED 23.C.381

By Councillor Heemeryck

That Bylaw 09-24 be read a second time as amended by deleting the "Paper Billing Charge" under "Utilities" and eliminating the 2024 increases to On Demand Transit Fares 2024 and maintaining the 2023 fares.

Carried Unanimously

MOTION 23.C.382

By Councillor Hallmark

That Bylaw 09-24 be read a third time and passed.

Carried Unanimously

5.6 Integrated and Accessible Transportation Policy Amendment

Transportation, Fleet & Facilities Acting Manager D'Arcy Finlay reviewed the report containing the issue that Integrated and Accessible Transportation Policy PS-A-2.4 requires an amendment to include updated maps and documentation of service levels for the 2023-2024 winter season.

MOTION 23.C.383

By Councillor Robinson

That amendments to Integrated and Accessible Transportation Policy PS-A-2.4 be approved as presented.

Carried Unanimously

5.7 Arterial Fencing

Parks Manager Rod March reviewed the report containing the issue that arterial and primary collector fencing is aging infrastructure and in need of maintenance and repair to meet the community standards.

MOTION 23.C.384

By Councillor Hallmark

That Administration be directed to develop a life cycle painting program beginning in 2024 to rejuvenate the identified corridors of fencing along the main arterials and primary collectors to be absorbed in the current operating budget.

Carried Unanimously

5.8 Community Life Policy Amendment

Chief Administrative Officer Elaine Vincent reviewed the report containing the issue that amendments to Community Life Policy PS-A-2.2 are provided to Council for approval.

MOTION 23.C.385

By Councillor Lang

That amendments to Community Life Policy PS-A-2.2 be approved as presented.

Carried Unanimously

Break at 2:04 p.m. Reconvene at 2:16 p.m.

5.9 Operating Budget Including Salary and Wages

Chief Financial Officer Ralph Ettenauer reviewed the report containing the issue that the 2024 Operating Budget including salary and wages is provided to Council for approval.

MOTION 23.C.386

By Councillor Heemeryck

That the Mid-Cycle 2024-2025 Operating Budget Revenues and Expenditures - Summary of All Function Areas, excluding the Corporate Community Engagement Budget, be approved with tax rate adjustments based on amendments made.

Carried Unanimously

Councillor Heemeryck declared pecuniary interest as a family member is employed by the Town of Okotoks in the Community Engagement Business Centre and excused himself from the meeting at 2:43 p.m.

MOTION 23.C.387

By Councillor Lang

That the 2024 Corporate Community Engagement Operating Budget in the amount of \$1.607M be approved.

Carried Unanimously

Councillor Heemeryck absent for the vote

Councillor Heemeryck returned to the meeting at 2:45 p.m.

MOTION 23.C.388

By Councillor Robinson

That the 2026 to 2028 Operating Budget Forecast be approved as a planning tool.

Carried Unanimously

6. ADJOURNMENT

MOTION 23.C.389

By Councillor Lang

That the November 27, 2023 Special Council Meeting adjourn at 2:49 p.m.

Carried Unanimously