



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

**COUNCIL MEMBERS  
PRESENT**

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

**COUNCIL MEMBERS  
ABSENT**

Councillor Actemichuk

**ADMINISTRATION  
PRESENT**

Chief Administrative Officer Elaine Vincent  
Legislative Services Administrator Patty Huber

**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 23.C.390

By Councillor Lang

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

Carried Unanimously

### 3. CLOSED SESSION

#### MOTION 23.C.391

By Councillor Heemeryck

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 2:03 p.m.

Carried Unanimously

#### 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

Legislative & Policy Services Manager Cathy Duplessis

Community Growth & Investment Manager Chris Sargent

Communications & Government Relations Strategic Advisor Ben Morgan

Planner Colton Nickel

IT Support Analyst Ambrose Hu

Legislative Services Administrators Patty Huber and Janice Storch

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

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

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

#### MOTION 23.C.392

By Councillor Hallmark

That the meeting come out of Closed Session at 2:58 p.m.

Carried Unanimously

Break at 2:59 p.m. Reconvene at 3:06 p.m.

#### **4. DELEGATIONS**

##### **4.2 PUBLIC DELEGATIONS**

- 4.2.1 Okotoks resident Dale Gregor provided his concerns regarding the number of firefighters in Okotoks; and inquired about the 2024 tax rate, franchise fees, and the Water Pipeline project.
- 4.2.2 Okotoks resident John Nobes requested that Council consider not passing Natural Gas Franchise Fee Bylaw 36-23.

#### **5. MOTION(S) ARISING FROM CLOSED SESSION**

MOTION 23.C.393

By Councillor Robinson

That at the January 23, 2024 Intermunicipal Committee meeting, Town of Okotoks representatives vote for the formation of a subcommittee comprised of both Chief Administrative Officers and respective Directors from the Town and Foothills County to achieve consensus on the Joint Planning Area 3 Boundaries.

Carried Unanimously

#### **6. CONSENT AGENDA**

- 6.1 MINUTES OF PREVIOUS MEETING
  - 6.1.1 Regular Council Meeting - November 20, 2023
  - 6.1.2 Special Council Meeting - November 27, 2023
- 6.2 BUSINESS ITEMS FOR INFORMATION / FROM COMMITTEE
  - 6.2.1 2022 Off-Site Levy Annual Report
  - 6.2.2 Extended Producer Responsibility Update
  - 6.2.3 Youth Centre Reimagined - What We Heard Report
  - 6.2.4 Fire Services Medical Responses Monthly Update
  - 6.2.5 Alberta Budget Portal 2024
- 6.3 FIRST READING BYLAWS
  - None
- 6.4 RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS
  - None
- 6.5 CORRESPONDENCE FOR INFORMATION
  - 6.5.1 United Way/Okotoks Partnership Committee Citizen Member Resignation - November 23, 2023
  - 6.5.2 Honourable Devin Dreesen, Minister of Transportation and Economic Corridors, Re: Highway 2 Intersections - November 22, 2023
- 6.6 BOARD AND COMMITTEE MINUTES
  - 6.6.1 Governance and Priorities Committee - December 4, 2023

- 6.6.2 Okotoks Public Library Board - October 26, 2023  
6.7 DISCLOSURE OF CLOSED SESSION ITEMS  
None

MOTION 23.C.394

By Councillor Swendseid

That items 6.2.1, 6.2.3, and 6.2.4 be exempt from the Consent Agenda and added to Business Items for Action; the minutes under 6.1.1 and 6.1.2 be adopted as presented; and the remaining items be received as information.

Carried Unanimously

**7. BUSINESS ITEMS FOR ACTION**

7.1 Traditional Land Acknowledgement Policy GP-D-2.5

Communications & Governmental Relations Strategic Advisor Ben Morgan and Indigenous Relations Advisor Desmond Jackson reviewed the report containing the issue that Traditional Land Acknowledgement Policy GP-D-2.5 is provided to Council for review and approval.

MOTION 23.C.395

By Councillor Lang

That Traditional Land Acknowledgment Policy GP-D-2.5 be approved as presented.

Carried Unanimously

7.2 2023 Alberta Summer Games Economic Impact Report

Special Projects, Events & Library Liaison Manager Janette Messer reviewed the report containing the issue that the 2023 Alberta Summer Games Economic Impact Report is provided to Council for information.

MOTION 23.C.396

By Councillor Robinson

That the 2023 Alberta Summer Games Economic Impact Report be accepted as presented.

Carried Unanimously

### 7.3 Council Committee Nomination Process Policy GP-D-2.2 Amendment

Legislative & Policy Services Manager Cathy Duplessis reviewed the report containing the issue that amendments to Council Committee Nomination Process Policy GP-D-2.2 are required.

#### MOTION 23.C.397

By Councillor Lang

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

Carried Unanimously

### 7.4 Request for Extension - Election Signage Policy Motion

Legislative & Policy Services Manager Cathy Duplessis reviewed the report containing the issue that Administration is requesting the date contained in a motion made at the June 19, 2023 Governance and Priorities Committee meeting be amended.

#### MOTION 23.C.398

By Councillor Robinson

That the date within the motion made at the June 19, 2023 Governance and Priorities Committee meeting regarding Election Signage Policy CMD-P-3.9 be amended from the December 2023 Council meeting to the January 22, 2024 Council meeting.

Carried Unanimously

### 7.5 2022 Off-Site Levy Annual Report

Community Development & Engineering Manager James Cameron responded to questions from Council regarding the 2022 Off-Site Levy Annual Report.

#### MOTION 23.C.399

By Councillor Swendseid

That the 2022 Off-Site Levy Annual Report be received as information.

Carried Unanimously

## 7.6 Youth Centre Reimagined - What We Heard Report

Parks & Recreation Director Christa Michailuck introduced Acting Programs Team Leader Jenn Berry and Community Resource Specialist for Youth Amy Snyder who responded to questions from Council regarding the Youth Centre Reimagined - What We Heard Report.

### MOTION 23.C.400

By Councillor Swendseid

That the Youth Centre Reimagined - What We Heard Report be received as information.

Carried Unanimously

## 7.7 Fire Services Medical Responses Monthly Update

Corporate Services Director Angela Whitney responded to questions from Council regarding the Fire Services Medical Responses Monthly Update.

Mayor Thorn requested that the Deputy Mayor assume the Chair.

Deputy Mayor Robinson assumed the Chair at 4:29 p.m.

### MOTION 23.C.401

By Mayor Thorn

That based on the Fire Services Medical Responses Monthly Update, regional Emergency Medical Services (EMS) be invited to a meeting with Council to discuss potential solutions to the trends observed; and that MLA Sigurdson be provided copies of the monthly EMS and fire response statistics going forward.

Carried Unanimously

Mayor Thorn resumed the Chair at 4:34 p.m.

Break at 4:35 p.m. Reconvene at 4:47 p.m.

## 8. **BYLAWS**

None

## 9. **NOTICES OF MOTION**

None

**10. MOTIONS RE NOTICES**

None

**11. CORRESPONDENCE FOR ACTION**

None

**12. COUNCILLOR INQUIRIES AND SUGGESTIONS**

Councillor Lang provided information that he has viewed three of the Town's gateway signs in the last two days and they were not illuminating at night, and inquired when they will be working.

Chief Administrative Officer Elaine Vincent provided a response that the contractor has identified the failed part and completed a significant software upgrade. If the signs are not operational by the end of this week, however, the Town will be shifting to an alternate provider paid for by the current contractor.

**13. COUNCIL REPRESENTATIVE REPORTS**

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

**14. PUBLIC HEARING(S)**

None

**15. BYLAWS / BUSINESS RELATING TO HEARING(S)**

None

**4. DELEGATIONS (RESUMED)****4.1 REQUESTED DELEGATIONS****4.1.1 Awesome Kids Award**

Members of the Junior Optimist Club of Foothills were in attendance to be recognized for giving hand-made floral arrangements to local organizations in appreciation of the services they provide.

**16. ADJOURNMENT**

MOTION 23.C.402

By Councillor Lang

That the December 11, 2023 Regular Council Meeting adjourn at 5:23 p.m.

Carried Unanimously