



**TOWN OF OKOTOKS  
UNADOPTED MINUTES  
FOR THE REGULAR COUNCIL MEETING  
HELD MONDAY, JANUARY 8, 2024  
AT THE OKOTOKS MUNICIPAL CENTRE  
COUNCIL CHAMBER AND VIDEOCONFERENCE**

**COUNCIL MEMBERS  
PRESENT**

Mayor Thorn (absent from 5:01 p.m. to 5:51 p.m.)  
Councillor Actemichuk (via videoconference) (from 3:01 p.m.  
to 3:38 p.m.)  
Councillor Hallmark  
Councillor Heemeryck  
Councillor Lang (via videoconference)  
Councillor Robinson  
Councillor Swendseid

**ADMINISTRATION  
PRESENT**

Chief Administrative Officer Elaine Vincent  
Legislative Services Administrator Janice Storch

**1. CALL TO ORDER**

Mayor Thorn called the meeting to order at 3:00 p.m. and provided a traditional land acknowledgement.

Councillor Actemichuk joined the meeting at 3:01 p.m.

**2. ADOPTION OF AGENDA**

Item 3. Closed Session and item 5. Motion(s) Arising from Closed Session were moved to follow item 15. Bylaws / Business Relating to Hearing(s).

MOTION 24.C.001

By Councillor Swendseid

That the agenda for the January 8, 2024 Regular Council meeting be adopted as amended.

Carried Unanimously

#### **4. DELEGATIONS**

##### **4.1 REQUESTED DELEGATIONS**

###### **4.1.1 Calgary Metropolitan Region Board**

Calgary Metropolitan Region Board Chair Greg Clark and Chief Officer Jordan Copping were in attendance to provide information to Council on the Regional Evaluation Framework, draft five (5) year planning tools, and new initiatives.

##### **MOTION 24.C.002**

By Councillor Robinson

That the Calgary Metropolitan Region Board presentation be received as information.

Carried Unanimously

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

4.2.1 Okotoks resident John Nobes was in attendance to provide his concerns regarding the increase to his property assessment and ask questions regarding the number of utility accounts in Town.

Councillor Actemichuk left the meeting at 3:38 p.m.

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

##### **6.1 MINUTES OF PREVIOUS MEETING**

6.1.1 Regular Council Meeting - December 11, 2023

6.1.2 Special Council Meeting - December 19, 2023

##### **6.2 BUSINESS ITEMS FOR INFORMATION / FROM COMMITTEE**

6.2.1 2022 Residential Property Taxes and Utility Charges Regional Indicators Survey Results

6.2.2 Council Attendance Report

##### **6.3 FIRST READING BYLAWS**

6.3.1 Bylaw 02-24 - Land Use Redesignation

##### **6.4 RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS**

None

6.5 CORRESPONDENCE FOR INFORMATION

6.5.1 Don Herring, Westwinds Communities Chairperson, Re: Westwinds Communities 2023 Requisition - December 18, 2023

6.6 BOARD AND COMMITTEE MINUTES

6.6.1 Family and Community Support Services Committee - December 6, 2023

6.7 DISCLOSURE OF CLOSED SESSION ITEMS

None

MOTION 24.C.003

By Councillor Hallmark

That item 6.2.2 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; Bylaw 02-24 be read a first time; and the remaining items be received as information.

Carried Unanimously  
Councillor Actemichuk absent

Break at 3:44 p.m. Reconvene at 3:46 p.m.

**7. BUSINESS ITEMS FOR ACTION**

7.1 Council Attendance Report

Councillor Hallmark provided support for the information contained in the Council Attendance Report.

MOTION 24.C.004

By Councillor Hallmark

That the Council Attendance Report be received as information.

Carried Unanimously  
Councillor Actemichuk absent

## 8. BYLAWS

### 8.1 Bylaw 01-24 - Supplementary Assessments

Chief Financial Officer Ralph Ettenauer reviewed the report containing the issue that the purpose of Bylaw 01-24 is to authorize supplementary assessments for improvements on residential and non-residential properties in the Town of Okotoks in 2024.

#### MOTION 24.C.005

By Councillor Heemeryck

That Bylaw 01-24 be read a first time.

Carried Unanimously  
Councillor Actemichuk absent

#### MOTION 24.C.006

By Councillor Swendseid

That Bylaw 01-24 be read a second time.

Carried Unanimously  
Councillor Actemichuk absent

#### MOTION 24.C.007

By Councillor Heemeryck

That authorization be given to read Bylaw 01-24 a third time.

Carried Unanimously  
Councillor Actemichuk absent

#### MOTION 24.C.008

By Councillor Robinson

That Bylaw 01-24 be read a third time and passed.

Carried Unanimously  
Councillor Actemichuk absent

## 8.2 Bylaw 03-24 - Borrowing Line of Credit

Chief Financial Officer Ralph Ettenauer reviewed the report containing the issue that the purpose of Bylaw 03-24 is to authorize a borrowing line of credit of up to \$6.5M to finance operating expenditures for the 2024 taxation year.

### MOTION 24.C.009

By Councillor Hallmark

That Bylaw 03-24 be read a first time.

Carried Unanimously  
Councillor Actemichuk absent

### MOTION 24.C.010

By Councillor Heemeryck

That Bylaw 03-24 be read a second time.

Carried Unanimously  
Councillor Actemichuk absent

### MOTION 24.C.011

By Councillor Swendseid

That authorization be given to read Bylaw 03-24 a third time.

Carried Unanimously  
Councillor Actemichuk absent

### MOTION 24.C.012

By Councillor Robinson

That Bylaw 03-24 be read a third time and passed.

Carried Unanimously  
Councillor Actemichuk absent

## 9. NOTICES OF MOTION

None

## 10. MOTIONS RE NOTICES

None

**11. CORRESPONDENCE FOR ACTION**

- 11.1 Jennifer Handley, Town of Nanton Mayor, Re: Nanton Regional Water Study Letter of Support - December 13, 2023

**MOTION 24.C.013**

By Councillor Robinson

That a letter of support regarding the Town of Nanton's Regional Water Study be sent to the Ministry of Transportation and Economic Corridors as per Policy GP-B-2.2.

Carried Unanimously  
Councillor Actemichuk absent

- 11.2 Honourable Rebecca Schulz, Environment and Protected Areas Minister, Re: 2024 Provincial Drought Readiness - December 20, 2023

**MOTION 24.C.014**

By Councillor Robinson

That Correspondence for Action item 11.2 be received as information.

Carried Unanimously  
Councillor Actemichuk absent

**12. COUNCILLOR INQUIRIES AND SUGGESTIONS**

Councillor Swendseid provided information from a resident concerned about the increase in their property assessment and inquired for a review of this process. Chief Administrative officer Elaine Vincent provided information on assessed values within the Town, noting that an increase in property assessment does not translate to an increase in property taxes, and further gave examples of how this is calculated, adding that the property tax estimator on the Town's website will be available next week for residents to use.

Councillor Robinson provided information from the 2022 Residential Property Tax and Utility Charges Regional Indicators Survey Results report included in the January 8, 2024 agenda package that compares taxes between the City of Calgary and the rest of the country noting a considerable discrepancy between how Okotoks' property taxes rank against other municipalities and how the total property tax figure paid depends on whether or not a representative "bungalow" or a representative "two-storey" home was used, and inquired for an explanation on this process.

Mayor Thorn provided information that the gateway lights are still not illuminating at night.

Chief Administrative Officer Elaine Vincent provided a response that the lights are working approximately 80% of the time and that independent electricians now reporting directly to the Town are working to troubleshoot and discover the source of the issue.

### **13. COUNCIL REPRESENTATIVE REPORTS**

Mayor Thorn, Councillors Hallmark 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**

MOTION 24.C.015

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 4:19 p.m.

Carried Unanimously  
Councillor Actemichuk absent

### 3.1 Water Update (*FOIP* s. 24(1)(c))

#### In Attendance

Mayor Thorn (absent from 5:01 p.m. to 5:51 p.m.)

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

Legislative & Policy Services Manager Cathy Duplessis

Communications & Government Relations Strategic Advisor Ben Morgan (absent from 5:01 p.m. to 5:51 p.m.)

IT Support Analyst Trevor Laboucane

Legislative Services Administrators Patty Huber (absent from 4:50 p.m. to 5:00 p.m.) and Janice Storch

### 3.2 Bylaw Review (*FOIP* s. 24(1)(a)(g))

#### In Attendance

Mayor Thorn

Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Operations & Utilities Director Jeremy Huet

Legislative & Policy Services Manager Cathy Duplessis

Communications & Government Relations Strategic Advisor Ben Morgan

Legislative Services Administrators Patty Huber and Janice Storch

#### MOTION 24.C.016

By Councillor Heemeryck

That the meeting come out of Closed Session at 6:05 p.m.

Carried Unanimously  
Councillor Actemichuk absent

**4. DELEGATIONS RESUMED****4.1 REQUESTED DELEGATIONS****4.1.3 Awesome Kid Award**

Okotoks resident Brogan Mior was in attendance to be recognized for her accomplishments in the sport of rugby at Harvard University.

**4.1.2 Sport Recognition Award**

Members of the Foothills Composite High School Falcons Football Team were in attendance to be recognized for winning the Tier 1 South Finals.

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

MOTION 24.C.017

By Councillor Swendseid

That the Mayor's Youth Council Committee draft Terms of Reference be brought back to a future Governance and Priorities Committee Meeting for further discussion.

Carried Unanimously  
Councillor Actemichuk absent

**16. ADJOURNMENT**

MOTION 24.C.018

By Councillor Lang

That the January 8, 2024 Regular Council Meeting adjourn at 6:31 p.m.

Carried Unanimously  
Councillor Actemichuk absent