



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, MARCH 11, 2024
AT THE OKOTOKS MUNICIPAL CENTRE
COUNCIL CHAMBER AND VIDEOCONFERENCE**

**COUNCIL MEMBERS
PRESENT**

Mayor Thorn
Councillor Actemichuk (via videoconference) (arrived at 3:11 p.m.)
Councillor Hallmark (absent from 5:58 p.m. to 6:00 p.m.)
Councillor Heemeryck
Councillor Lang
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 2:09 p.m. and provided a traditional land acknowledgement.

2. ADOPTION OF AGENDA

The following Closed Session item was added to the agenda:

3.5 Human Resources Matter (*FOIP* s. 17(4), 24(1)(b)) (verbal report)

The following item was removed from the agenda:

7.1 Family and Community Support Services Committee Chair Presentation

MOTION 24.C.070

By Councillor Lang

That the agenda for the March 11, 2024 Regular Council Meeting be adopted as amended.

Carried Unanimously
Councillor Actemichuk absent

3. CLOSED SESSION

MOTION 24.C.071

By Councillor Robinson

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 2:11 p.m.

Carried Unanimously
Councillor Actemichuk absent

3.1 Intergovernmental Relations (*FOIP* s. 16(1)(a)(ii)(b)(c)(ii), 21(1))

In Attendance

Mayor Thorn

Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Corporate Services Acting Director Paula Bernat

Chief Financial Officer Ralph Ettenauer

Parks & Recreation Director Christa Michailuck

Fire Chief Trevor Brice

Legislative & Policy Services Manager Cathy Duplessis

Recreation Operations Manager Daniel Robinson

Communications & Governmental Relations Strategic Advisor Ben Morgan

Alberta Health Services representatives Carolyn Paradis, Tony Pasich, Douglas Odney and Tyler Farkas
IT Support Analyst Trevor Laboucane
Payroll Specialist Jana Giger
Legislative Services Administrator Janice Storch

MOTION 24.C.072

By Councillor Heemeryck

That the meeting come out of Closed Session at 3:01 p.m.

Carried Unanimously
Councillor Actemichuk absent

Break at 3:02 p.m. Reconvene at 3:10 p.m.

Councillor Actemichuk joined the meeting at 3:11 p.m.

4. DELEGATIONS

4.1 REQUESTED DELEGATIONS

None

4.2 PUBLIC DELEGATIONS

- 4.2.1 Okotoks resident Gordon Petersen was in attendance to provide his concerns regarding the Noise Attenuation report included in the agenda package.

6. **CONSENT AGENDA**

- 6.1 MINUTES OF PREVIOUS MEETING
 - 6.1.1 Regular Council Meeting - February 26, 2024
- 6.2 BUSINESS ITEMS FOR INFORMATION / FROM COMMITTEE
 - None
- 6.3 FIRST READING BYLAWS
 - None
- 6.4 RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS
 - None
- 6.5 CORRESPONDENCE FOR INFORMATION
 - 6.5.1 Honourable Ric McIver, Minister of Municipal Affairs, Re: Budget 2024 - February 29, 2024
- 6.6 BOARD AND COMMITTEE MINUTES
 - 6.6.1 Family and Community Support Services Committee - January 17, 2024
 - 6.6.2 United Way/Okotoks Partnership Committee - February 13, 2024
- 6.7 DISCLOSURE OF CLOSED SESSION ITEMS
 - None

MOTION 24.C.073

By Councillor Lang

That 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**

- 7.2 Okotoks Municipal Enforcement 2023 Annual Report

Okotoks Municipal Enforcement Manager Vikram Kulkarni and Corporate Analyst Tom Kerr reviewed the report containing the issue that the Okotoks Municipal Enforcement 2023 Annual Report is provided to Council for information.

MOTION 24.C.074

By Councillor Robinson

That the Okotoks Municipal Enforcement 2023 Annual Report be accepted as presented.

Carried Unanimously

7.3 Noise Attenuation

Okotoks Municipal Enforcement Manager Vikram Kulkarni reviewed the report containing the issue that service level options for dealing with excessive noise caused by vehicles and vehicle modifications are provided to Council for direction.

MOTION 24.C.075

By Councillor Robinson

That Administration be directed to on-ramp to the 2025 budget process Option 1 – Education, regarding noise attenuation for consideration with other priorities at the time the budget is debated and come forward with proposals for bylaw revisions that synchronize with the City of Calgary's Traffic Bylaw regarding objectionable noise.

Carried

MOTION

By Councillor Swendseid

That Administration be directed to on ramp to the 2024 budget process Option 2 – Dedicated Targeted Enforcement Unit, regarding noise attenuation for consideration with other priorities at the time the budget is debated.

A Point of Order was declared stating that the Motion was in contradiction to the previous motion.

Mayor Thorn ruled the Motion to be out of Order.

Councillor Swendseid withdrew the Motion with the unanimous consent of Council.

8. **BYLAWS**

8.1 Bylaw 08-24 - Tribunal Boards

Legislative & Policy Services Manager Cathy Duplessis reviewed the report containing the issue that the purpose of Bylaw 08-24 is to establish Tribunal Boards in the Town of Okotoks.

MOTION 24.C.076

By Councillor Heemeryck

That Bylaw 08-24 be read a first time.

Carried Unanimously

MAIN MOTION

By Councillor Lang

That Bylaw 08-24 be read a second time.

AMENDING

MOTION 24.C.077

By Councillor Heemeryck

That Bylaw 08-24 subsection 5.5 be amended to read: "Former Members, Council members, and Town staff may apply for appointment to a Board after a two-year hiatus from that capacity, or at Council's discretion."

Carried Unanimously

MAIN MOTION

AS AMENDED 24.C.078

By Councillor Lang

That Bylaw 08-24 be read a second time as amended.

Carried Unanimously

MOTION 24.C.079

By Councillor Hallmark

That authorization be given to read Bylaw 08-24 a third time.

Carried Unanimously

MOTION 24.C.080

By Councillor Swendseid

That Bylaw 08-24 be read a third time and passed.

Carried Unanimously

8.2 Bylaw 04-24 - Governance Committees of Council

Legislative & Policy Services Manager Cathy Duplessis reviewed the report containing the issue that the purpose of Bylaw 04-24 is to establish Governance Committees of Council for the Town of Okotoks.

MOTION 24.C.081

By Councillor Hallmark

That Bylaw 04-24 be read a first time.

Carried Unanimously

MOTION 24.C.082

By Councillor Heemeryck

That Bylaw 04-24 be read a second time.

Carried Unanimously

MOTION 24.C.083

By Councillor Lang

That authorization be given to read Bylaw 04-24 a third time.

Carried Unanimously

MOTION 24.C.084

By Councillor Robinson

That Bylaw 04-24 be read a third time and passed.

Carried Unanimously

9. NOTICES OF MOTION

None

10. MOTIONS RE NOTICES

None

11. CORRESPONDENCE FOR ACTION

None

12. COUNCILLOR INQUIRIES AND SUGGESTIONS

Councillor Lang provided an inquiry regarding the possible start date of street sweeping.

Chief Administrative Officer Elaine Vincent provided a response that, weather pending, crews typically begin street sweeping the last week of March.

Councillor Heemeryck provided information that the order of street sweeping is determined on a rotational basis annually, and inquired if this was accurate

Chief Administrative Officer Elaine Vincent provided a response that if a zone was first in the street sweeping order last year they would be last in the rotation this year and the second zone would move to being first on the list, and so on. The same rotation is done for both street sweeping and snow removal.

Mayor Thorn provided an inquiry on an update regarding the illumination of the gateway signs.

Chief Administrative Officer Elaine Vincent provided a response that this is now a legal matter and Administration is expecting the signs to be fully functional by March 31, 2024.

Mayor Thorn requested data regarding the one-week, pre-registration timeframe for Town programs that is dedicated for Town and Foothills County residents.

13. COUNCIL REPRESENTATIVE REPORTS

Mayor Thorn, Councillors Hallmark, Heemeryck, Lang, 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

Break at 4:36 p.m. Reconvene at 4:48 p.m.

3. CLOSED SESSION (RESUMED)

MOTION 24.C.085

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 4:49 p.m.

Carried Unanimously

3.2 Advice from Officials (*FOIP* s. 24(1)(a)(g))

In Attendance

Mayor Thorn

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

Chief Administrative Officer Elaine Vincent

Corporate Services Acting Director Paula Bernat

Parks & Recreation Director Christa Michailuck

Legislative & Policy Services Manager Cathy Duplessis (absent from 4:57 p.m. to 5:05 p.m.)

Recreation Operations Manager Daniel Robinson

Senior Planner Colin Gainer

Communications & Governmental Relations Strategic Advisor Ben Morgan

Planner Colton Nickel

Payroll Specialist Jana Giger

Legislative Services Administrator Janice Storch

3.3 Intergovernmental Relations (*FOIP* s. 21(1)(a), 23(1)(a), 24(1)(a)(c)(e)(g))

In Attendance

Mayor Thorn

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

Chief Administrative Officer Elaine Vincent

Corporate Services Acting Director Paula Bernat

Parks & Recreation Director Christa Michailuck

Legislative & Policy Services Manager Cathy Duplessis

Senior Planner Colin Gainer

Communications & Governmental Relations Strategic Advisor Ben Morgan

Planner Colton Nickel

Payroll Specialist Jana Giger

Legislative Services Administrator Janice Storch

3.4 Operational Considerations (*FOIP* s. 24(1)(a)(g))

In Attendance

Mayor Thorn

Councillors Actemichuk, Heemeryck, Lang, Robinson, and Swendseid

Councillor Hallmark (absent from 5:58 p.m. to 6:00 p.m.)

Chief Administrative Officer Elaine Vincent

Corporate Services Acting Director Paula Bernat

Parks & Recreation Director Christa Michailuck

Legislative & Policy Services Manager Cathy Duplessis

Communications & Governmental Relations Strategic Advisor Ben Morgan

Payroll Specialist Jana Giger

Legislative Services Administrator Janice Storch

3.5 Human Resources Matter (*FOIP* s. 17(4), 24(1)(b))

In Attendance

Mayor Thorn

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

Chief Administrative Officer Elaine Vincent

Legislative & Policy Services Manager Cathy Duplessis

MOTION 24.C.086

By Councillor Robinson

That the meeting come out of Closed Session at 6:26 p.m.

Carried Unanimously

5. MOTION(S) ARISING FROM CLOSED SESSION

MOTION 24.C.087

By Councillor Swendseid

That Administration be directed to bring back Closed Session item 3.5 with amended dates as discussed.

Carried Unanimously

16. ADJOURNMENT

MOTION 24.C.088

By Councillor Lang

That the March 11, 2024 Regular Council Meeting adjourn at 6:30 p.m.

Carried Unanimously