



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, FEBRUARY 10, 2025
AT THE OKOTOKS MUNICIPAL CENTRE
COUNCIL CHAMBER**

**COUNCIL MEMBERS
PRESENT**

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

**ADMINISTRATION
PRESENT**

Chief Administrative Officer Elaine Vincent
Legislative Affairs Officer Lucy Mundy

1. CALL TO ORDER

Mayor Thorn called the meeting to order at 2:08 p.m. and provided a traditional land acknowledgement.

2. ADOPTION OF AGENDA

The following Closed Session item was added to the agenda:

3.2 Human Resources Matter (*FOIP* s. 24(1)(b)(c)) (verbal report)

MOTION 25.C.041

By Councillor Swendseid

That the agenda for the February 10, 2025 Regular Council Meeting be adopted as amended.

Carried Unanimously

3. CLOSED SESSION

MOTION 25.C.042

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 2:09 p.m.

Carried Unanimously

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

In Attendance

Mayor Thorn

Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Operations & Utilities Director Jeremy Huet

Parks & Recreation Director Christa Michailuck

Chief Financial Officer & Special Projects Katherine Van Keimpema

Community Growth & Identity Senior Manager Robyn Marsden

Communications, Governmental & Indigenous Senior Strategist Ben Morgan

Legislative Affairs Manager Cathy Duplessis

Senior Planner Colton Nickel

IT Support Analyst Spencer Tarrant

Legislative Affairs Officers Lucy Mundy and Janice Storch

Applied Electronics Limited Technical Supervisor Graham Harris

3.2 Human Resources Matter (*FOIP* s. 24(1)(b)(c))

In Attendance

Mayor Thorn

Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

MOTION 25.C.043

By Councillor Lang

That the meeting come out of Closed Session at 2:38 p.m.

Carried Unanimously

Recess at 2:39 p.m. Reconvene at 3:11 p.m.

4. DELEGATIONS

4.1 REQUESTED DELEGATIONS

None

4.2 PUBLIC DELEGATIONS

None

5. MOTION(S) ARISING FROM CLOSED SESSION

None

6. CONSENT AGENDA

6.1 MINUTES OF PREVIOUS MEETING

6.1.1 Regular Council Meeting - January 27, 2025

6.2 BUSINESS ITEMS FOR INFORMATION / FROM COMMITTEE

6.2.1 Okotoks Recreation Centre Facility Usage Survey What We Learned 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 Robinson - Electric Vehicle Municipal Plan

6.5 CORRESPONDENCE FOR INFORMATION

6.5.1 Ursula Sherwood, Executive Director Community Futures Highwood, Re: Organization Update - January 23, 2025

6.6 BOARD AND COMMITTEE MINUTES

6.6.1 Okotoks Public Library Board - November 28, 2024

6.7 DISCLOSURE OF CLOSED SESSION ITEMS

None

MOTION 25.C.044

By Councillor Hallmark

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

7.1 Arts and Culture Activation Grant Policy Final Report

Culture & Heritage Team Leader Allan Boss reviewed the report containing the issue that the Arts and Culture Activation Grant Policy CMD-F-2.4 ran as a pilot in 2024 and an evaluation of its effectiveness is provided to Council.

MOTION 25.C.045

By Councillor Heemeryck

That the Arts and Culture Activation Grant continue to be offered with an annual allocation of \$15,000.00.

Defeated

MOTION 25.C.046

By Councillor Robinson

That the Arts and Culture Activation Grant continue to be offered with an annual allocation of \$30,000.00.

Carried Unanimously

MOTION 25.C.047

By Councillor Robinson

That CMD-F-2.4 Arts and Culture Activation Grant Policy criteria 12 be amended by removing the word "must" and revised to encourage free events.

Carried Unanimously

7.2 Okotoks Public Library Board Bylaw Acceptance

Legislative Affairs Manager Cathy Duplessis reviewed the report containing the issue that the Okotoks Public Library Board's Fees and Penalties Bylaw 01-24 is provided to Council for review and acceptance.

MOTION 25.C.048

By Councillor Heemeryck

That the Okotoks Public Library Board's Bylaw 01-24 be accepted as presented.

Carried Unanimously

8. BYLAWS**8.1 Bylaw 02-24 - Land Use Redesignation**

Planning & Urban Design Team Leader Colin Gainer reviewed the report containing the issue that the purpose of Bylaw 02-24 is to amend Land Use Bylaw 17-21 by redesignating approximately 9.58 hectares (23.67 acres) of NW 20-20-29 W4M from Agricultural and Land Holdings District to Traditional Neighbourhood District and Neighbourhood Core District.

MOTION 25.C.049

By Councillor Lang

That Bylaw 02-24 be read a third time and passed.

Carried Unanimously

Recess at 3:55 p.m. Reconvene at 4:01 p.m.

9. NOTICES OF MOTION

None

10. MOTIONS RE NOTICES

None

11. CORRESPONDENCE FOR ACTION

None

12. COUNCILLOR INQUIRIES AND SUGGESTIONS

Councillor Swendseid provided an inquiry regarding the reasons and rationale behind the installation of speed bumps in Cimarron Estates.

Chief Administrative Officer Elaine Vincent provided the response that the Cimarron Traffic Calming Study recommended elevated pedestrian crossings and, unlike other areas, Cimarron Estates lacks sidewalks and has a wider, flatter road, allowing for the installation of speed bumps. The Town uses the 85th percentile of traffic data to assess the need for adjustments; if 85% of drivers are within five (5) km of the speed limit, no changes to the roadway are necessary; instead, driver behaviour must be addressed.

Councillor Swendseid provided an inquiry regarding the possibility of installing secondary water meters in addition to the primary water meter for the house under the resident-completed secondary suite program.

Chief Administrative Officer Elaine Vincent provided the response that a second meter is possible, depending on the construction and setup of the utility room, which may vary based on the age of the house.

Mayor Thorn provided an inquiry regarding the management of public on-street parking in new residential developments and requested information on the most effective implementations the Town could use to manage parking and the role the Town should assume in overseeing this process.

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 25.C.050

By Councillor Lang

That the February 10, 2025 Regular Council Meeting adjourn at 4:12 p.m.

Carried Unanimously