

**UNADOPTED MINUTES
OF THE FOOTHILLS COUNTY AND TOWN OF OKOTOKS
INTERMUNICIPAL COMMITTEE MEETING
HELD ON NOVEMBER 26, 2024
IN THE FOOTHILLS COUNTY COUNCIL CHAMBER AND VIA VIDEOCONFERENCE**

PRESENT:	<u>Foothills County</u> Reeve Delilah Miller Councillor Rob Siewert Councillor R.D. McHugh	<u>Town of Okotoks</u> Mayor Tanya Thorn Councillor Brent Robinson Councillor Gord Lang
STAFF PRESENT:	Ryan Payne, Chief Administrative Officer Harry Riva Cambrin, Municipal Manager Heather Hemingway, Director of Planning Julie McLean, Deputy Director of Planning Jeff Porter, Parks and Recreation Manager Sherri Barrett, Legislative Services Manager Krista Conrad, Legislative Services Felicia Fairweather, Legislative Services	Elaine Vincent, Chief Administrative Officer Ralph Ettenauer, Chief Financial Officer Katherine Van Keimpema, Chief Financial Officer and Special Projects Jeff Greene, Community Growth & Identity Director Jeremy Huet, Operations & Utilities Director Christa Michailuck, Parks & Recreation Director Robyn Marsden, Community Growth & Identity Senior Manager Janette Messer, Special Project & Library Liaison Manager Colton Nickel, Planner Janice Storch, Legislative Affairs Officer
GUESTS:	Councillor Alan Alger (Alternate) Councillor Barb Castell (Alternate) Deputy Reeve Don Waldorf (Alternate) Councillor Suzanne Oel (Alternate) Leigh Chmilar, Urban Systems (via videoconference)	Councillor Rachel Swendseid

1. CALL TO ORDER

Foothills County Chief Administrative Officer Ryan Payne Called to Order the November 26, 2024 Intermunicipal Committee Meeting at 1:31 p.m.

Foothills County Chief Administrative Officer Ryan Payne indicated that Foothills County has designated Reeve Miller as the Co-Chair and Councillor McHugh as the Alternate Co-Chair; and that the Town of Okotoks has designated Mayor Thorn as the Co-Chair and Councillor Robinson as the Alternate Co-Chair.

MOTION: By Councillor Lang that Reeve Miller from Foothills County and Mayor Thorn from the Town of Okotoks be acknowledged as the Co-Chairs; and that Councillor McHugh from Foothills County and Councillor Robinson from the Town of Okotoks be acknowledged as the Alternate Co-Chairs of the Intermunicipal Committee for a term ending October 31, 2025.

Carried Unanimously

2. ADOPTION OF AGENDA

MOTION: By Councillor Siewert that the November 26, 2024, agenda for the Intermunicipal Committee Meeting be adopted as presented.

Carried Unanimously

3. MINUTES OF PREVIOUS MEETING

3.1 Intermunicipal Committee Meeting - October 8, 2024

MOTION: By Councillor Robinson that the words "joint municipalities" be replaced with the phrase "a recommendation be forwarded to respective Councils to" in the Motion Arising regarding Closed Session item 4.5, and the minutes of the Intermunicipal Committee Meeting held October 8, 2023 be adopted as amended.

Carried Unanimously

4. BUSINESS

4.1 Foothills / Okotoks Regional Water Project Update

Urban Systems Project Manager Leah Chmilar provided an update on the Foothills / Okotoks Regional Water Project for information.

MOTION: By Mayor Thorn that the Foothills / Okotoks Regional Water Project Update for November 2024 be received as information.

Carried Unanimously

4.2 2023 Master Shared Services Agreement Annual Report

Foothills County Chief Administrative Officer Ryan Payne provided information and responded to questions regarding the 2023 Master Cost Sharing Services Agreement Report.

MOTION: By Councillor Lang that the 2023 Master Cost Sharing Services Annual Report be received as information.

Carried Unanimously

MOTION: By Mayor Thorn that joint administrations be directed to bring a detailed presentation to a Committee Meeting within the next 6 months, that provides an overview of the current agreement as well as provides information on the history and the processes involved regarding the current Master Shared Services Agreement.

Carried Unanimously

4.3 Big Rock Trail Update

Town of Okotoks Community Growth & Identity Director Jeff Greene provided an update regarding future development plans for Big Rock Trail.

MOTION: By Councillor Siewert that the Big Rock Trail update be received as information.

Carried Unanimously

4.4 Champion Park Project Request - Foothills County / Town of Okotoks

Foothills County Parks and Recreation Manager Jeff Porter and Town of Okotoks Special Project & Library Liaison Manager Janette Messer provided information on a project request from the University of Calgary and the Southern Institute of Technology to digitally preserve Champion Park.

MOTION: By Councillor Robinson that administration be directed to allow the University of Calgary and the Southern Alberta Institute of Technology as part of a capstone course, to digitally preserve Champion Park.

Carried Unanimously

5. CLOSED SESSION

MOTION: By Mayor Thorn 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 2:12 p.m.

Carried Unanimously

5.1 Joint Planning Area 3 - (FOIP s. 21(1), 24(1)(a)(c))

In Attendance

All Elected Officials and municipal staff present, remained in the room and online for the discussion.

MOTION: By Councillor Siewert that the meeting come out of Closed Session at 2:25 p.m.

Carried Unanimously

6. MOTIONS ARISING

None

7. NEXT MEETING DATE

The next meeting date of the Intermunicipal Committee is Tuesday, January 28, 2025, at 1:00 p.m. in Okotoks.

8. ADJOURNMENT

MOTION: By Mayor Thorn that the November 26, 2024 Intermunicipal Committee Meeting adjourn at 2:26 p.m.

Carried Unanimously