



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, MARCH 24, 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 Janice Storch

1. CALL TO ORDER

Mayor Thorn called the meeting to order at 2:05 p.m. and provided a traditional land acknowledgement.

2. ADOPTION OF AGENDA

MOTION 25.C.081

By Councillor Lang

That the agenda for the March 24, 2025 Regular Council Meeting be adopted as presented.

Carried Unanimously

3. CLOSED SESSION

MOTION 25.C.082

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 2:06 p.m.

Carried Unanimously

3.1 Water Update (*FOIP* s. 24, 25)

3.2 2024 Variance Detailed Summary (*FOIP* s. 24, 25)

In Attendance

Mayor Thorn

Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Chief Financial Officer Ralph Ettenauer

Community Growth & Identity Director Jeff Greene

Operations & Utilities Director Jeremy Huet

Chief Financial Officer, Special Projects Katherine Van Keimpema

People, Policy & Technology Senior Manager Paula Bernat

Community Growth & Identity Senior Manager Robyn Marsden

Engineering Manager James Cameron

Legislative Affairs Manager Cathy Duplessis

IT Support Analyst Dean Chabot

Legislative Affairs Officers Lucy Mundy and Janice Storch

Applied Electronics Service Technician Derek Knops (left at 3:10 p.m.)

MOTION 25.C.083

By Councillor Hallmark

That the meeting come out of Closed Session at 3:15 p.m.

Carried Unanimously

Recess at 3:16 p.m. Reconvene at 3:27 p.m.

4. DELEGATIONS

4.1 REQUESTED DELEGATIONS

None

4.2 PUBLIC DELEGATIONS

None

5. MOTION(S) ARISING FROM CLOSED SESSION

MOTION 25.C.084

By Councillor Robinson

That the recommendation contained in Closed Session item 3.1 to manage approvals within the Water Allocation System, be endorsed as presented; and a public disclosure plan be developed and presented to Council by May 31, 2025.

Carried Unanimously

6. CONSENT AGENDA

6.1 MINUTES OF PREVIOUS MEETING

6.1.1 Regular Council Meeting - March 10, 2025

6.2 BUSINESS ITEMS FOR INFORMATION / FROM COMMITTEE

6.2.1 Chief Administrative Officer Approvals

6.3 FIRST READING BYLAWS

6.3.1 Bylaw 13-25 - Downtown Area Redevelopment Plan

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: Education Property Tax - March 14, 2025

6.6 BOARD AND COMMITTEE MINUTES

6.6.1 Family and Community Support Services Committee - March 5, 2025

6.6.2 Okotoks Public Library Board - January 23, 2025

6.6.3 United Way/Okotoks Partnership Committee - March 11, 2025

6.7 DISCLOSURE OF CLOSED SESSION ITEMS

None

MOTION 25.C.085

By Councillor Swendseid

That the minutes under 6.1.1 be adopted as presented; item 6.3.1 Bylaw 13-25 - Downtown Area Redevelopment Plan be read a first time; and the remaining items be received as information.

Carried Unanimously

7. BUSINESS ITEMS FOR ACTION**7.1 2024 Financial Operating Results with Variance**

Chief Financial Officer Ralph Ettenauer reviewed the report containing the issue that the 2024 Financial Operating Results with Variance report is provided to Council for approval, including the status reports on the 2024 Operating and Capital Projects.

MOTION 25.C.086

By Councillor Heemeryck

That the One-Time 2024 Operating Budget be decreased by \$1.306M, Funding Source: General Operating Reserves; and the 2024 Capital Project Budget be increased by \$1.306M, Funding Source: General Capital Reserves.

Carried Unanimously

MOTION 25.C.087

By Councillor Lang

That upon approval of the 2024 Audited Financial Statements, the \$1.048M surplus be transferred to Capital General Reserves.

Carried Unanimously

MOTION 25.C.088

By Councillor Swendseid

That the 2024 Operating Projects report including the \$0.202M of budget remaining be relinquished back.

Carried Unanimously

MOTION 25.C.089

By Councillor Hallmark

That the 2024 Capital Completed Projects report including a reduction of \$11.783M for a net total of \$57.310M of budget remaining which is tied to these capital projects in progress at year end be approved and that the amounts carried forward be added to the 2025 Capital budget.

Carried Unanimously

8. BYLAWS

None

9. NOTICES OF MOTION

None

10. MOTIONS RE NOTICES

None

11. CORRESPONDENCE FOR ACTION

None

12. COUNCILLOR INQUIRIES AND SUGGESTIONS

None

13. COUNCIL REPRESENTATIVE REPORTS

Mayor Thorn and Councillor Swendseid reported on their activities since the last Council meeting.

Recess at 3:51 p.m. Reconvene at 6:17 p.m.

3. CLOSED SESSION (RESUMED)

MOTION 25.C.090

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 6:18 p.m.

Carried Unanimously

3.3 Legal Advice (FOIP s. 27)

In Attendance

Mayor Thorn

Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

MOTION 25.C.091

By Councillor Swendseid

That the meeting come out of Closed Session at 6:32 p.m.

Carried Unanimously

Recess at 6:33 p.m. Reconvene at 6:37 p.m.

14. PUBLIC HEARING(S)

14.1 Bylaw 10-25 - Land Use Bylaw Redesignation - Wedderburn Phase 8

Mayor Thorn opened the Public Hearing for Bylaw 10-25 - Land Use Bylaw Redesignation - Wedderburn Phase 8 at 6:38 p.m.

Senior Planner Colton Nickel reviewed the report containing the issue that the purpose of Bylaw 10-25 is to amend Land Use Bylaw 17-21 by redesignating approximately 3.26 hectares (8.05 acres) of land comprising Lot 1, Block 1, Plan 181 0673 from Agricultural & Land Holdings District to Traditional Neighbourhood District and Recreation & Open Space District.

Mayor Thorn called for the Proponent/Applicant to present their application.

Stantec Urban Planner Christina Lombardo provided information regarding their application and spoke in favour of the Bylaw.

Mayor Thorn called for questions from Council of Administration and the Applicant and there were none.

Mayor Thorn called for those present in the Council Chamber who wished to speak in favour of the proposed Bylaw.

Anthem Properties Development Manager Valerie Gibbons spoke in favour of the proposed Bylaw.

Mayor Thorn called for questions from Council of the presenter and there were none.

Mayor Thorn called again for those present in the Council Chamber who wished to speak in favour of the proposed Bylaw and there were none.

Mayor Thorn called for those present remotely who wished to speak in favour of the proposed Bylaw.

Administration stated that there were no virtual participants.

Mayor Thorn called for those present in the Council Chamber who wished to speak in objection to the proposed Bylaw and there were none.

Mayor Thorn called for Administration to provide a summary of submissions received after 12:00 p.m. on March 19, 2025 to 6:30 p.m. on March 24, 2025 and there were none.

Mayor Thorn called for questions of clarification from those present in the Council Chamber.

Okotoks resident Wayne Depner asked a question of clarification and a response was provided by Administration.

Mayor Thorn called for further questions from Council of Administration and the questions were answered.

MOTION 25.C.092

By Councillor Lang

That the Public Hearing for Bylaw 10-25 close at 6:50 p.m.

Carried Unanimously

14.2 Bylaw 11-25 - Land Use Bylaw Redesignation - D'Arcy Phase 15

Mayor Thorn opened the Public Hearing for Bylaw 11-25 - Land Use Bylaw Redesignation – D'Arcy Phase 15 at 6:51 p.m.

Senior Planner Colton Nickel reviewed the report containing the issue that the purpose of Bylaw 11-25 is to amend Land Use Bylaw 17-21 by redesignating approximately 7.81 hectares (19.31 acres) of land comprising Lot 3, Block 9, Plan 181 0640 from Agricultural & Land Holdings District to Traditional Neighbourhood District and Recreation & Open Space District.

Mayor Thorn called for the Proponent/Applicant to present their application.

Stantec Urban Planner Christina Lombardo provided information regarding their application and spoke in favour of the Bylaw.

Mayor Thorn called for questions from Council of the Applicant and the questions were answered by Stantec Urban Planner Christina Lombardo and Anthem Properties Development Manager Valerie Gibbons.

Mayor Thorn called for those present in the Council Chamber who wished to speak in favour of the proposed Bylaw.

Anthem Properties Development Manager Valerie Gibbons spoke in favour of the proposed Bylaw.

Mayor Thorn called for questions from Council of the presenter and there were none.

Mayor Thorn called again for those present in the Council Chamber who wished to speak in favour of the proposed Bylaw and there were none.

Mayor Thorn called for those present remotely who wished to speak in favour of the proposed Bylaw.

Administration stated that there were no virtual participants.

Mayor Thorn called for those present in the Council Chamber who wished to speak in objection to the proposed Bylaw and there were none.

Mayor Thorn called for Administration to provide a summary of submissions received after 12:00 p.m. on March 19, 2025 to 6:30 p.m. on March 24, 2025 and there were none.

Mayor Thorn called for questions of clarification from those present in the Council Chamber.

Okotoks resident Anjelika Oulanova asked a question of clarification and a response was provided by Mayor Thorn.

Okotoks resident Wayne Depner asked a question of clarification and a response was provided by Administration.

Mayor Thorn called for questions from Council of Administration and the questions were answered.

Okotoks resident Amanda Brown asked a question of clarification and a response was provided by Administration.

Okotoks resident Wayne Depner asked a question of clarification and a response was provided by Mayor Thorn and Administration.

Mayor Thorn called for further questions from Council of Administration and there were none.

MOTION 25.C.093

By Councillor Heemeryck

That the Public Hearing for Bylaw 11-25 close at 7:27 p.m.

Carried Unanimously

15. BYLAWS / BUSINESS RELATING TO HEARING(S)

15.1 Bylaw 10-25 - Land Use Bylaw Redesignation - Wedderburn Phase 8

MOTION 25.C.094

By Councillor Lang

That Bylaw 10-25 be read a second time.

Carried Unanimously

15.2 Bylaw 11-25 - Land Use Bylaw Redesignation - D'Arcy Phase 15

MOTION 25.C.095

By Councillor Robinson

That Bylaw 11-25 be read a second time.

Carried Unanimously

16. ADJOURNMENT

MOTION 25.C.096

By Councillor Lang

That the March 24, 2025 Regular Council Meeting adjourn at 7:32 p.m.

Carried Unanimously