



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, APRIL 14, 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 2:01 p.m. and provided a traditional land acknowledgement.

2. ADOPTION OF AGENDA

MOTION 25.C.097

By Councillor Lang

That the agenda for the April 14, 2025 Regular Council Meeting be adopted as presented.

Carried Unanimously

3. CLOSED SESSION

MOTION 25.C.098

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 2:02 p.m.

Carried Unanimously

3.1 Land Purchase (*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

Parks & Recreation Director Christa Michailuck

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

Senior Engineer Mitchell Thompson

Corporate Land & Leasing Specialist Karen Humby

Engineer Richard Boonstra

IT Support Analysts Trevor Laboucane and Jamal Alam

Legislative Affairs Officers Lucy Mundy and Janice Storch

3.2 Project Budget Review (*FOIP* s. 24, 25)

3.3 Project Budget Review (*FOIP* s. 24, 25)

3.4 Project Budget Review (*FOIP* s. 24, 25)

3.5 Project Budget Review (*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
Parks & Recreation Director Christa Michailuck
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
Senior Engineer Mitchell Thompson
Engineer Richard Boonstra
IT Support Analysts Trevor Laboucane and Jamal Alam
Legislative Affairs Officers Lucy Mundy and Janice Storch

3.6 Human Resources Matter (*FOIP* s. 24)

In Attendance

Mayor Thorn
Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid
Chief Administrative Officer Elaine Vincent

MOTION 25.C.099

By Councillor Heemeryck

That the meeting come out of Closed Session at 3:03 p.m.

Carried Unanimously

Recess at 3:04 p.m. Reconvene at 3:11 p.m.

4. DELEGATIONS

4.2 PUBLIC DELEGATIONS

- 4.2.1 Okotoks Resident Gordon Petersen was in attendance to discuss protecting watersheds for future generations and halting mining operations on the Eastern Slopes of the Rocky Mountains.

6. CONSENT AGENDA

6.1 MINUTES OF PREVIOUS MEETING

6.1.1 Regular Council Meeting - March 24, 2025

6.2 BUSINESS ITEMS FOR INFORMATION / FROM COMMITTEE

6.2.1 Public Safety Survey Results - What We Learned Report

6.2.2 Okotoks Pickleball and Tennis Centre Update

6.2.3 Chief Administrative Officer Approvals

6.3 FIRST READING BYLAWS

6.3.1 Bylaw 14-25 Borrowing Bylaw Amendment

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: Voter Assist Terminals - March 12, 2025

6.5.2 Honourable Ric McIver, Minister of Municipal Affairs, Re: Intermunicipal Collaboration Frameworks - March 13, 2025

6.5.3 Honourable Ric McIver, Minister of Municipal Affairs, Re: Local Growth and Sustainability Grant - March 20, 2025

6.5.4 Honourable Ric McIver, Minister of Municipal Affairs, Re: Provincial Priorities Act and Municipal Sector Update - March 28, 2025

6.5.5 Honourable Ric McIver, Minister of Municipal Affairs, Re: Calgary Metropolitan Regional Board Notification - April 1, 2025

6.5.6 Honourable Joseph Schow, Minister of Tourism and Sport, Re: Invitation to Bid 2028 Alberta Winter or Summer Games - April 2, 2025

6.5.7 Honourable Ric McIver, Minister of Municipal Affairs, Re: Bill 50, Municipal Affairs Statutes Amendment Act, 2025 - April 8, 2025

6.6 BOARD AND COMMITTEE MINUTES

6.6.1 Intermunicipal Committee - March 25, 2025

6.7 DISCLOSURE OF CLOSED SESSION ITEMS

None

MOTION 25.C.100

By Councillor Swendseid

That item 6.2.1 be exempt from the Consent Agenda and added to Business Items for Action; the minutes under 6.1.1 be adopted as presented; Bylaw 14-25 Borrowing Bylaw 25-24 Amendment be read a first time; and the remaining items be received as information.

Carried Unanimously

7. BUSINESS ITEMS FOR ACTION

7.1 Considerations for Wedderburn High School Theatre Option

Community Identity Manager Chris MacIsaac introduced representatives from the Foothills School Division, Stantec, and Alberta Infrastructure who reviewed the report containing the issue that Council direction is requested regarding the proposed development of a Wedderburn High School theatre as a partnership opportunity to allow for community usage.

MOTION 25.C.101

By Councillor Heemeryck

That Council support the construction of a theatre at the new Wedderburn High School, with the addition of a loading dock, as recommended by members of the local arts and culture community, and budget amendments up to \$6.5M be brought forward for consideration by April 28, 2025.

Carried

7.3 Social Needs Assessment and Strategy

MOTION 25.C.102

By Councillor Hallmark

That the Okotoks Social Needs Assessment and Strategy be postponed to the April 28, 2025 Regular Council Meeting.

Carried Unanimously

Recess at 5:28 p.m. Reconvene at 5:48 p.m.

7.2 2024 Draft Audited Financial Statements

Chief Financial Officer Ralph Ettenauer introduced Avail CPA Partner Darren Adamson who reviewed the report containing the issue that the 2024 Draft Audited Financial Statements for the year ending December 31, 2024 are provided for approval.

MOTION 25.C.103

By Councillor Lang

That the Town of Okotoks 2024 Draft Audited Financial Statements be approved as presented.

Carried Unanimously

4. DELEGATIONS (RESUMED)

Mayor Thorn requested the Deputy Mayor assume the Chair.

Deputy Mayor Swendseid assumed the Chair at 6:15 p.m.

4.1 REQUESTED DELEGATIONS

- 4.1.1 Members of the Foothills Artistic Swimming Club were in attendance to be recognized for winning gold in the Novice 11 and Up Team Technical at the Northern Lights Provincial Competition, and for two Junior Women Solo Free athletes qualifying for the Canada Artistic Swimming National Competition.

Recess at 6:26 p.m. Reconvene at 6:35 p.m.

Mayor Thorn resumed the Chair at 6:36 p.m.

14. PUBLIC HEARING

- 14.1 Bylaw 12-25 Southwest Okotoks Area Structure Plan Bylaw Amendment & Bylaw 08-25 Land Use Bylaw Amendment - 800-200 Southridge Drive

Mayor Thorn opened the Public Hearing for Bylaw 12-25 - Southwest Okotoks Area Structure Plan Bylaw Amendment and Bylaw 08-25 - Land Use Bylaw Amendment - 800-200 Southridge Drive at 6:37 p.m.

Senior Planner Colton Nickel reviewed the reports containing the issue that the purpose of Bylaw 12-25 is to amend Southwest Okotoks Area Structure Plan Bylaw 22-02 to facilitate the redesignation of Lot 11, Block 1, Plan 051 3261 from General Commercial District to Neighbourhood Core District and the purpose of

Bylaw 08-25 is to amend Land Use Bylaw 17-21 by redesignating approximately 2.85 ha (7.04 ac) of land comprising Lot 11, Block 1, Plan 051 3261 from the General Commercial District to the Neighbourhood Core District.

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

Mayor Thorn called for the Applicant to present their application.

O2 Planning & Design Associate Planner Nicholas Kuhl provided information regarding their application.

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

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

Mayor Thorn called for those present in the Council Chamber who wished to speak in objection to the proposed Bylaws.

Okotoks resident Barbara Cook spoke in objection to the proposed Bylaws.

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

Okotoks resident David Boone spoke in objection to the proposed Bylaws.

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

Okotoks resident Anthony Brummelhuis spoke in objection to the proposed Bylaws.

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

Okotoks resident Elizabeth Dyck spoke in objection to the proposed Bylaws.

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

Mayor Thorn called for those present virtually who wished to speak in favour or in objection to the proposed Bylaws.

Administration stated that there were no virtual participants.

Mayor Thorn called for Administration to provide a summary of submissions received after 12:00 p.m. on April 9, 2025 to 6:30 p.m. on April 14, 2025.

Administration reported that two (2) submissions were received. One (1) in opposition of the proposed Bylaws from Okotoks residents Debbie and Grant Hebert and one (1) in favour of the proposed Bylaws from Rona Corporation Vice President, Real Estate and Construction Marc Lavigne. The submissions were read into the record.

Mayor Thorn called for questions of clarification or for those who wished to provide a point of clarification regarding information heard during the presentations from those present in the Council Chamber.

Administration provided a point of clarification.

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

MOTION 25.C.104

By Councillor Lang

That the Public Hearing for Bylaws 08-25 and 12-25 close at 7:53 p.m.

Carried Unanimously

15. BYLAWS / BUSINESS RELATING TO HEARING(S)

15.1 Bylaw 12-25 - Southwest Okotoks Area Structure Plan Bylaw Amendment

MOTION 25.C.105

By Councillor Heemeryck

That Bylaw 12-25 be read a second time.

Carried Unanimously

MOTION 25.C.106

By Councillor Robinson

That Bylaw 12-25 be read a third time and passed.

Carried Unanimously

15.2 Bylaw 08-25 Land Use Bylaw Amendment - 800-200 Southridge Drive**MOTION 25.C.107**

By Councillor Swendseid

That Bylaw 08-25 be read a second time.

Carried Unanimously

Recess at 8:13 p.m. Reconvene at 8:22 p.m.

5. MOTION(S) ARISING FROM CLOSED SESSION**MOTION 25.C.108**

By Councillor Swendseid

That the 2025 Capital Budget be amended by reducing the 2025 forecasted budget amount for Project 305 – Dedicated Main to Zone 4N (WX) Placeholder and the 2025 Capital Budget be amended by increasing the forecasted budget amount for Project 356 - Zone 3N Water Lifecycle Replacements and Reservoir Sanitary connection as requested in Closed Session item 3.2.

Carried Unanimously

MOTION 25.C.109

By Councillor Robinson

That the 2025 Capital Budget be amended by moving Project 261 - Downtown Art Gallery Parking to Project 266 and that Project 261 be canceled; and the 2025 Capital Budget be amended by moving Project 352 - Pisttoo Park to Project 266 and that Project 352 be canceled; and the 2025 Capital Budget be amended by moving Project 354 - Triangle Park Improvements to Project 266 and that Project 354 be canceled; and the 2025 Capital Budget be amended by increasing the forecasted budget amount for Project 266 - Downtown Enhancement (North Railway - McRae to Poplar) as requested in Closed Session item 3.3.

Carried Unanimously

MOTION 25.C.110

By Councillor Heemeryck

That the 2025 Capital Budget be amended by advancing the forecasted budget amount for Project 8 - Riverside Drive Sanitary Upgrade (Northridge Drive to Veterans Way) (SAN 6-7); and the 2025 Capital Budget be amended by advancing the forecasted budget amount for Project 10 - South Railway Street Sanitary Upgrade (Veterans Way to Oak Avenue) (SAN 8); and the 2025 Capital Budget be amended by transferring and advancing the budget and forecasted budget amount for Project 269 - Downtown Enhancement Program Riverside Drive to Project 280 - South Railway Street Development Placeholder; and the 2025 Capital Budget be amended by first advancing the 2026 portion and then increasing the forecasted budget amount for Project - 280 South Railway Street Development Placeholder as requested in Closed Session item 3.4.

Carried Unanimously

MOTION 25.C.111

By Councillor Robinson

That the 2025 Capital Budget be amended by first advancing the 2026 portion and then increasing the forecasted budget amount for Project 298 - Foothills-Okotoks Regional Water Project as requested in Closed Session item 3.5.

Carried Unanimously

7. BUSINESS ITEMS FOR ACTION (RESUMED)**7.1 Considerations for Wedderburn High School Theatre Option (Resumed)****MOTION 25.C.112**

By Councillor Heemeryck

That the motion made earlier at this Council meeting to "support the construction of a theatre at the new Wedderburn High School, with the addition of a loading dock, as recommended by members of the local arts and culture community, and budget amendments up to \$6.5M being brought forward for consideration by April 28, 2025" be reconsidered.

Carried Unanimously

MOTION 25.C.113

By Councillor Heemeryck

That Council support the construction of a theatre at the new Wedderburn High School, with the addition of a loading dock, as recommended by members of the local arts and culture community, and budget amendments up to \$6.5M being brought forward for consideration by April 28, 2025.

Defeated

MOTION 25.C.114

By Councillor Heemeryck

That approval be provided for the addition of a theatre at Wedderburn High School as an addition to the 2027 Capital Budget up to \$6.5M with funding sources of \$4.7M from Arts and Culture Reserve and \$1.8M from Reserves.

Carried

MOTION 25.C.115

By Councillor Robinson

That Administration be directed to bring back theatre options and costing, including lobby enhancements, a loading dock, and acoustic and operating differences between theatre option 1 and theatre option 2, endorsed by community feedback, for consideration by April 28, 2025.

Carried Unanimously

MOTION 25.C.116

By Councillor Swendseid

That Administration be directed to bring the community access agreement and asset ownership for consideration by February 2026.

Carried Unanimously

7.4 2025 Operating Budget Amendment for Project 72056

Parks & Recreation Director Christa Michailuck reviewed the report containing the issue that a 2025 operating budget amendment is requested to complete Project 72056: the Federation of Canadian Municipalities Green Municipal Fund Feasibility Study for Greenhouse Gas Reduction Pathways for three recreation facilities.

MOTION 25.C.117

By Councillor Heemeryck

That the 2025 Operating Budget be amended by adding the approved one-time operating Project 72056.

One Time Operating Project - \$0.252M

Funding Source:

Grants - \$0.195M

Current Operating Budget - \$0.057M

Carried Unanimously

7.5 Public Safety Survey Results - What We Learned Report**MOTION 25.C.118**

By Councillor Swendseid

That the 2025 Public Safety Survey Results - What We Learned Report be received as information.

Carried Unanimously

8. BYLAWS**8.1 Bylaw 17-25 Repeal Ambulance Services Bylaw 06-98**

Legislative Affairs Manager Cathy Duplessis reviewed the report containing the issue that the purpose of Bylaw 17-25 is to repeal Ambulance Services Bylaw 06-98, which regulates the provision of ambulance services in the Town of Okotoks.

MOTION 25.C.119

By Councillor Lang

That Bylaw 17-25 be read a first time.

Carried Unanimously

MOTION 25.C.120

By Councillor Swendseid

That Bylaw 17-25 be read a second time.

Carried Unanimously

MOTION 25.C.121

By Councillor Robinson

That authorization be given to read Bylaw 17-25 a third time.

Carried Unanimously

MOTION 25.C.122

By Councillor Heemeryck

That Bylaw 17-25 be read a third time and passed.

Carried Unanimously

8.2 Establish the Position of Municipal Assessor

Legislative Affairs Manager Cathy Duplessis reviewed the report containing the issue that Bylaws 16-25 and 15-25 are provided for Council consideration for the purpose of establishing the position of Municipal Assessor as a Designated Officer for the Town of Okotoks.

8.2.1 Bylaw 16-25 Municipal Assessor

The purpose of Bylaw 16-25 is to establish the position of Municipal Assessor as a Designated Officer for the Town as required by the *Municipal Government Act*.

MOTION 25.C.123

By Councillor Lang

That Bylaw 16-25 be read a first time.

Carried Unanimously

MOTION 25.C.124

By Councillor Hallmark

That Bylaw 16-25 be read a second time.

Carried Unanimously

MOTION 25.C.125

By Councillor Robinson

That authorization be given to read Bylaw 16-25 a third time.

Carried Unanimously

MOTION 25.C.126

By Councillor Heemeryck

That Bylaw 16-25 be read a third time and passed.

Carried Unanimously

8.2.2 Bylaw 15-25 Chief Administrative Officer Bylaw Amendment

The purpose of Bylaw 15-25 is to amend the Chief Administrative Officer (CAO) Bylaw 16-24 to remove the appointment of the CAO as the Municipal Assessor for the Town.

MOTION 25.C.127

By Councillor Heemeryck

That Bylaw 15-25 be read a first time.

Carried Unanimously

MOTION 25.C.128

By Councillor Swendseid

That Bylaw 15-25 be read a second time.

Carried Unanimously

MOTION 25.C.129

By Councillor Robinson

That authorization be given to read Bylaw 15-25 a third time.

Carried Unanimously

MOTION 25.C.130

By Councillor Hallmark

That Bylaw 15-25 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 Swendseid provided an inquiry regarding an update on the noise attenuation pilot project.

13. COUNCIL REPRESENTATIVE REPORTS

Mayor Thorn, Councillors Lang and Robinson reported on their activities since the last Council meeting.

16. ADJOURNMENT

MOTION 25.C.131

By Councillor Lang

That the April 14, 2025 Regular Council Meeting adjourn at 9:09 p.m.

Carried Unanimously