



**TOWN OF OKOTOKS  
UNADOPTED MINUTES  
FOR THE REGULAR COUNCIL MEETING  
HELD MONDAY, APRIL 28, 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 2:07 p.m. and provided a traditional land acknowledgement.

**2. ADOPTION OF AGENDA**

MOTION 25.C.132

By Councillor Swendseid

That the agenda for the April 28, 2025 Regular Council Meeting be adopted as presented.

Carried Unanimously

### 3. CLOSED SESSION

MOTION 25.C.133

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 2:08 p.m.

Carried Unanimously

3.1 Citizen Member Appointment (*FOIP* s. 17, 24)

3.2 Affordable Housing (*FOIP* s. 16, 24, 25)

#### In Attendance

Mayor Thorn

Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Community Growth & Identity Director Jeff Greene

Operations & Utilities Director Jeremy Huet

Parks & Recreation Director Christa Michailuck

Chief Financial Officer Katherine Van Keimpema

People, Policy & Technology Senior Manager Paula Bernat

Community Growth & Identity Senior Manager Robyn Marsden

Legislative Affairs Manager Cathy Duplessis

Social Planner Michelle Grenwich

Corporate Land & Leasing Specialist Karen Humby

IT Support Analyst Jamal Alam

Senior Legislative Affairs Officer Olga Kanevskyi

Legislative Affairs Officers Lucy Mundy and Janice Storch

3.3 Policy Development (*FOIP* s. 24, 25)

#### In Attendance

Mayor Thorn

Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

Community Growth & Identity Director Jeff Greene

Operations & Utilities Director Jeremy Huet

Parks & Recreation Director Christa Michailuck

Chief Financial Officer Katherine Van Keimpema

People, Policy & Technology Senior Manager Paula Bernat  
Community Growth & Identity Senior Manager Robyn Marsden  
Legislative Affairs Manager Cathy Duplessis  
Corporate Land & Leasing Specialist Karen Humby  
IT Support Analyst Jamal Alam  
Senior Legislative Affairs Officer Olga Kanevskyi  
Legislative Affairs Officers Lucy Mundy and Janice Storch

MOTION 25.C.134

By Councillor Hallmark

That the meeting come out of Closed Session at 3:10 p.m.

Carried Unanimously

Recess at 3:11 p.m. Reconvene at 3:19 p.m.

#### **4. DELEGATIONS**

##### **4.2 PUBLIC DELEGATIONS**

4.2.1 Okotoks resident Gary Waters was in attendance to provide his concerns regarding the exclusion of the East Lineham area from the Downtown Redevelopment Plan and inquired about the plan for that area.

4.2.2 Okotoks resident Jack Birkett was in attendance to inquire about the plan for the East Lineham area in the context of the Downtown Redevelopment Plan.

#### **5. MOTION(S) ARISING FROM CLOSED SESSION**

MOTION 25.C.135

By Councillor Hallmark

That Carol Faye be appointed to the Family and Community Support Services Committee for a one-and-a-half-year term ending October 31, 2026 as per the Governance Committees of Council Bylaw 04-24.

Carried Unanimously

**MOTION 25.C.136**

By Councillor Lang

That Administration be directed to proceed with Option 3 as contained in Closed Session report 3.2.

Carried Unanimously

**MOTION 25.C.137**

By Councillor Robinson

That the recommendation contained in Closed Session item 3.3 be endorsed as presented.

Carried Unanimously

**6. CONSENT AGENDA****6.1 MINUTES OF PREVIOUS MEETING**

6.1.1 Regular Council Meeting - April 14, 2025

**6.2 BUSINESS ITEMS FOR INFORMATION / FROM COMMITTEE**

6.2.1 Drought Management Water Statistics Monthly Update

6.2.2 Water Allocation System Annual Update

6.2.3 Chief Administrative Officer Approvals

**6.3 FIRST READING BYLAWS**

None

**6.4 RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS**

6.4.1 Councillor Swendseid - Noise Attenuation Pilot Project

**6.5 CORRESPONDENCE FOR INFORMATION**

None

**6.6 BOARD AND COMMITTEE MINUTES**

6.6.1 Okotoks Public Library Board - February 27, 2025

**6.7 DISCLOSURE OF CLOSED SESSION ITEMS**

None

**MOTION 25.C.138**

By Councillor Swendseid

That item 6.4.1 be exempt from the Consent Agenda and added to Business Items for Action; 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 Social Needs Assessment and Strategy**

Community Wellness Specialist Magan Braun, Social Planner Michelle Grenwich, Bassa Social Innovations President/CEO Scott Cameron, and Senior Consultant Avery Acheson reviewed the report containing the issue that the Okotoks Social Needs Assessment and Strategy is presented to Council for information. Bassa Social Innovations Research Associate Franklin Kutuada responded to questions from Council regarding the Social Needs Assessment and Strategy.

#### **MOTION 25.C.139**

By Councillor Swendseid

That the Okotoks Social Needs Assessment and Strategy be approved as a planning document and the recommendations of the Strategy be implemented to enhance social well-being in Okotoks.

Carried Unanimously

Recess at 4:32 p.m. Reconvene at 4:43 p.m.

### **7.2 School Campus Theatre Options**

Community Identity Manager Chris MacIsaac reviewed the report containing the issue that Council direction is requested regarding school campus theatre options.

Alberta Infrastructure Representative Gina Troman responded to questions from Council regarding the School Campus Theatre Options.

Recess at 5:38 p.m. Reconvene at 5:41 p.m.

**MOTION 25.C.140**

By Councillor Robinson

That Okotoks Town Council generally supports working with Foothills School Division and Alberta Infrastructure for a shared theatre space with suitable public access at a new high school in Okotoks and requests Alberta Infrastructure to complete the procurement process on a facility reflective of Option 1 presented to Okotoks Council on April 14, 2025 with the addition of a 50m<sup>2</sup> area that includes a loading dock and storage and provide to Okotoks Council what the actual requested capital contribution for such a facility will be on that completed procurement process.

Defeated

Mayor Thorn requested that the Deputy Mayor assume the Chair.  
Deputy Mayor Swendseid assumed the chair at 5:53 p.m.

**MOTION 25.C.141**

By Mayor Thorn

That the School Campus Theatre Options decision be postponed and that Administration be directed to meet with Alberta Infrastructure to discuss costs.

Carried Unanimously

Mayor Thorn resumed the Chair at 5:59 p.m.

**4. DELEGATIONS (RESUMED)****4.1 REQUESTED DELEGATIONS****4.1.1 Awesome Kids**

Okotoks youth were in attendance to be recognized for winning the Breakthrough Award while participating in the Southern Alberta First Lego League Qualifier.

**4.1.2 Awesome Kids**

Foothills Composite High School students were in attendance to be recognized for their second place finish at the Calgary High School Welding Rodeo.

Recess at 6:23 p.m. Reconvene at 6:53 p.m.

## 7. BUSINESS ITEMS FOR ACTION (RESUMED)

### 7.3 2025 Budget Amendment for Requisitions

Chief Financial Officer Katherine Van Keimpema reviewed the report containing the issue that the 2025 Budget requires amendment to reflect the requested requisitions.

#### MOTION 25.C.142

By Councillor Robinson

That the 2025 Budget be amended to reflect requisitions, as follows:

Westwinds Communities	\$ 40,095
Alberta Education	\$3,824,000
Alberta Designated Industrial Property	\$ (154)
General Tax Revenue Increase Requested	\$3,863,941

Carried Unanimously

### 7.4 Response to Councillor Inquiries and Suggestions, Councillor Swendseid - Noise Attenuation Pilot Project

Okotoks Municipal Enforcement Manager Vikram Kulkarni responded to questions from Council regarding the Noise Attenuation Pilot Project.

#### MOTION 25.C.143

By Councillor Swendseid

That the Response to Councillor Inquiries and Suggestions, Councillor Swendseid - Noise Attenuation Pilot Project be received as information.

Carried Unanimously

## 8. **BYLAWS**

### 8.1 Bylaw 10-25 - Land Use Bylaw Amendment - Wedderburn Phase 8

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.

#### MOTION 25.C.144

By Councillor Heemeryck

That Bylaw 10-25 be read a third time and passed.

Carried Unanimously

### 8.2 Bylaw 11-25 - Land Use Bylaw Amendment - D'Arcy Phase 15

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.

#### MOTION 25.C.145

By Councillor Lang

That Bylaw 11-25 be read a third time and passed.

Carried Unanimously

### 8.3 Bylaw 06-24 - Road Closure

Planning & Urban Design Team Leader Colin Gainer reviewed the report containing the issue that the purpose of Bylaw 06-24 is to permanently close and create title to an approximately 1.6m wide portion of the Westland Street road right-of-way in accordance with the Tillotson Neighbourhood Area Structure Plan.

#### MOTION 25.C.146

By Councillor Robinson

That Bylaw 06-24 be read a second time.

Carried Unanimously



**MOTION 25.C.147**

By Councillor Swendseid

That Bylaw 06-24 be read a third time and passed.

Carried Unanimously

**8.4 Bylaw 18-25 - Repeal Bylaw 06-22 - Stockton Block, Municipal Historic Resource Designation**

Planning & Urban Design Team Leader Colin Gainer reviewed the report containing the issue that the purpose of Bylaw 18-25 is to repeal Stockton Block, Municipal Historic Resource Designation Bylaw 06-22 for the purposes of removing the designation from the adjacent property.

**MOTION 25.C.148**

By Councillor Swendseid

That Bylaw 18-25 be read a first time.

Carried Unanimously

**MOTION 25.C.149**

By Councillor Robinson

That Bylaw 18-25 be read a second time.

Carried Unanimously

**MOTION 25.C.150**

By Councillor Heemeryck

That authorization be given to read Bylaw 18-25 a third time.

Carried Unanimously

**MOTION 25.C.151**

By Councillor Lang

That Bylaw 18-25 be read a third time and passed.

Carried Unanimously

**MOTION 25.C.152**

By Councillor Heemeryck

That the notice of intent to designate the Stockton Block as a Municipal Historic Resource be received as information.

Carried Unanimously

## 8.5 Bylaw 19-25 - Truck Route Bylaw

Municipal Enforcement Manager Vikram Kulkarni reviewed the report containing the issue that the purpose of Bylaw 19-25 is to regulate truck route traffic within the Town.

### MOTION 25.C.153

By Councillor Lang

That Bylaw 19-25 be read a first time.

Carried Unanimously

### MOTION 25.C.154

By Councillor Robinson

That Bylaw 19-25 be read a second time.

Carried Unanimously

### MOTION 25.C.155

By Councillor Swendseid

That authorization be given to read Bylaw 19-25 a third time.

Carried Unanimously

### MOTION 25.C.156

By Councillor Heemeryck

That Bylaw 19-25 be read a third time and passed.

Carried Unanimously

## 8.6 Bylaw 21-25 - Waste Bylaw

Waste Solutions Manager Jason London reviewed the report containing the issue that the purpose of Bylaw 21-25 is to provide a waste collection utility in the Town.

### MOTION 25.C.157

By Councillor Hallmark

That Bylaw 21-25 be read a first time.

Carried Unanimously

**MOTION 25.C.158**

By Councillor Lang

That Bylaw 21-25 be read a second time.

Carried Unanimously

**MOTION 25.C.159**

By Councillor Heemeryck

That authorization be given to read Bylaw 21-25 a third time.

Carried Unanimously

**MOTION 25.C.160**

By Councillor Swendseid

That Bylaw 21-25 be read a third time and passed.

Carried Unanimously

**MOTION 25.C.161**

By Councillor Robinson

That Waste Services and service level updates attached in Council Policy GP-E-2.1 Program and Service Review: Appendix A be updated as presented.

Carried Unanimously

**8.7 Bylaw 22-25 - Procedure Bylaw 06-25 Amendments**

Legislative Affairs Manager Cathy Duplessis reviewed the report containing the issue that the purpose of Bylaw 22-25 is to amend Procedure Bylaw 06-25 to ensure compliance with conducting Public Hearings, Council meetings, and Committee meetings via electronic means under the *Municipal Government Act*.

**MOTION 25.C.162**

By Councillor Swendseid

That Bylaw 22-25 be read a first time.

Carried Unanimously

**MOTION 25.C.163**

By Councillor Lang

That Bylaw 22-25 be read a second time.

Carried Unanimously

**MOTION 25.C.164**

By Councillor Hallmark

That authorization be given to read Bylaw 22-25 a third time.

Carried Unanimously

**MOTION 25.C.165**

By Councillor Robinson

That Bylaw 22-25 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**

None

**13. COUNCIL REPRESENTATIVE REPORTS**

Councillor Swendseid reported on her activities since the last Council meeting.

**14. PUBLIC HEARING(S)**

None

**15. BYLAWS / BUSINESS RELATING TO HEARING(S)**

None

**3. CLOSED SESSION (RESUMED)**

MOTION 25.C.166

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 *FOIP Act* at 7:35 p.m.

Carried Unanimously

3.4 Human Resources Update (*FOIP s. 24*)

In Attendance

Mayor Thorn

Councillors Hallmark, Heemeryck, Lang, Robinson, and Swendseid

Chief Administrative Officer Elaine Vincent

People, Policy & Technology Senior Manager Paula Bernat

Legislative Affairs Officer Janice Storch

MOTION 25.C.167

By Councillor Robinson

That the meeting come out of Closed Session at 8:08 p.m.

Carried Unanimously

**16. ADJOURNMENT**

MOTION 25.C.168

By Councillor Lang

That the April 28, 2025 Regular Council Meeting adjourn at 8:09 p.m.

Carried Unanimously