

**TOWN OF OKOTOKS  
UNADOPTED MINUTES  
FOR THE GOVERNANCE AND PRIORITIES COMMITTEE  
HELD ON MONDAY, MARCH 16, 2026  
AT THE OKOTOKS MUNICIPAL CENTRE COUNCIL CHAMBER**

**COMMITTEE MEMBERS  
PRESENT**

Deputy Mayor Hallmark, Chair  
Mayor Thorn  
Councillor Dykema  
Councillor Lang  
Councillor Nix  
Councillor Penner  
Councillor Walther

**ADMINISTRATION PRESENT**

Chief Administrative Officer Elaine Vincent  
Legislative & Corporate Records Officer Janice Storch

**1. CALL TO ORDER**

Chair Hallmark called the meeting to order at 4:31 p.m. and provided a traditional land acknowledgement.

**2. ADOPTION OF AGENDA**

MOTION: By Councillor Walther that the agenda for the March 16, 2026 Governance and Priorities Committee Meeting be adopted as presented.

Carried Unanimously

**3. APPROVAL OF MINUTES**

3.1 Governance and Priorities Committee - February 17, 2026

MOTION: By Councillor Nix that the minutes of the Governance and Priorities Committee Meeting held February 17, 2026 be adopted as presented.

Carried Unanimously

## 4. BUSINESS

### 4.1 Municipal Grant Programs and Subsidies

Social Planner Michelle Grenwich, Community Identity Manager Chris MacIsaac, Community & Social Development Team Leader Sian Anderson, Customer Experience Team Leader Marisa Harris, and Environment Team Leader Jinny Toffelmire reviewed the report containing the issue that an overview of all the Town's grant programs and subsidies is provided for review and discussion to inform policy updates and the 2027-2030 operating budget.

**MOTION:** By Councillor Dykema that administration be directed to incorporate Committee discussion and feedback as they move forward with policy updates and future operating budget recommendations.

Carried Unanimously

Recess at 5:35 p.m. Reconvene at 6:00 p.m.

### 4.2 2026 Council Connect Plan

Community Engagement Manager Melanie Heemeryck and Senior Communications Advisor Stephanie Barnes reviewed the report containing the issue that information is being shared with the Governance and Priorities Committee regarding the approach to developing the 2026 Council Connect Plan, which will also forecast Council Connect opportunities for the remainder of the Council term and be revisited annually.

**MOTION:** By Councillor Lang that administration be directed to prepare a 2026 Council Connect Plan that reflects the discussion and direction provided by the Governance and Priorities Committee and provide that Plan to Council for approval no later than April 30, 2026.

Carried Unanimously

Recess at 7:05 p.m. Reconvene at 7:09 p.m.

### 4.3 Tax Rate Ratios

Chief Financial Officer Katherine Van Keimpema reviewed the report containing the issue that Administration is seeking Governance and Priorities Committee's consideration of options for allocating municipal property taxes between residential and non-residential taxpayers for 2026.

## 5. NEW BUSINESS

None

## 6. CLOSED SESSION ITEMS

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 *Access to Information Act (ATIA)* at 8:03 p.m.

Carried Unanimously

### 6.1 Advice from Officials and Policy Development (*ATIA* s. 20, 28, 29, 30)

#### In Attendance

Chair Hallmark

Mayor Thorn

Councillors Dykema, Lang, Nix, Penner, and Walther

Chief Administrative Officer Elaine Vincent

Community Safety & Organizational Excellence Director Paula Bernat

Acting People, Policy & Technology Senior Manager Cathy Duplessis

MOTION: By Councillor Penner that the meeting come out of Closed Session at 8:31 p.m.

Carried Unanimously

## 7. MOTION(S) ARISING FROM CLOSED SESSION

MOTION: By Mayor Thorn that a recommendation be forwarded to Council to endorse Option B from Closed Session report 6.1 as presented.

Carried

**8. NEXT MEETING**

The next meeting of the Governance and Priorities Committee is Monday, April 20, 2026 at 4:30 p.m.

**9. ADJOURNMENT**

MOTION: By Councillor Lang that the Governance and Priorities Committee Meeting of March 16, 2026 adjourn at 8:34 p.m.

Carried Unanimously

Unapproved