



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE ORGANIZATIONAL MEETING
HELD MONDAY, OCTOBER 30, 2017
AT THE OKOTOKS MUNICIPAL CENTRE
COUNCIL CHAMBER**

COUNCIL PRESENT

Mayor Robertson
Councillor Christophers
Councillor Heemeryck
Councillor Rockley
Councillor Sands
Councillor Thorn
Councillor Watrin

STAFF PRESENT

Elaine Vincent, Chief Administrative Officer
Janice Storch, Legislative Services Assistant

1. CALL TO ORDER

Mayor Robertson called the meeting to order at 2:04 p.m.

2. ADOPTION OF AGENDA

MOTION: 17.OR.001

By: Councillor Watrin

That the agenda for the October 30, 2017 Organizational Meeting of Council be adopted as presented.

Carried Unanimously

3. IN CAMERA

MOTION: 17.OR.002

By: Councillor Watrin

To move In Camera as 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 Act* at 2:02 p.m.

Carried Unanimously

- 3.1 Council Appointments to Committees (FOIP Section 24(1)(a))
- 3.2 Citizen Appointments to Council's Boards, Committees and Commissions (FOIP Section 19(1))
- 3.3 Community Futures Highwood - Town of Okotoks Community at Large Board Representative (FOIP Section 19(1))
- 3.4 Foothills Okotoks Recreation Society - Town of Okotoks Member at Large Reappointment Request (FOIP Section 19(1))

MOTION: 17.OR.003
 By: Councillor Sands
 To move out of In Camera at 3:02 p.m.

Carried Unanimously

Recess at 3:03 p.m. Reconvene at 3:10 p.m.

4. BUSINESS

4.1 Assignment of Seating

In accordance with Council Procedure Bylaw 42-17 Section 7(c), at the Organizational Meeting of Council, the seating of the Councillors, excepting that of the Mayor, shall be determined by lot for a term through to a following Organizational Meeting of Council. For the 2017-2018 Council year the seating for Councillors shall be from east to west as follows:

Councillor Heemeryck, Councillor Rockley, Councillor Sands, Councillor Christophers, Councillor Thorn and Councillor Watrin.

4.2 Council Meeting Schedule - November 2017 to October 2018

MOTION: 17.OR.004

By: Councillor Thorn

That for the period November 1, 2017 to October 31, 2018 Council will hold Regular Meetings in the Council Chamber on the second and fourth Monday of each month; and That all Regular Meetings of Council will commence at 2:00 p.m. with an In Camera Meeting, and reconvene at 2:30 p.m. for the Regular Meeting; and That all Public Hearing Meetings of Council occur at 7:00 p.m. on Regular Council Meeting days, unless otherwise determined by resolution; and That the exceptions to this regular schedule will be:

2017

- Tuesday, November 14, 2017 (office closed Monday in lieu of Remembrance Day)
- Monday, December 11, 2017 (one meeting for the month of December)

2018

- Monday, July 16, 2018 (one meeting for the month of July)
- Monday, August 20, 2018 (one meeting for the month of August)
- Tuesday, October 9, 2018 (in lieu of Monday, October 8 Thanksgiving).

Carried Unanimously

4.3 Deputy Mayor Rotation Schedule - 2017 to 2021

The Deputy Mayor Rotation Schedule for 2017-2021 was presented as follows:

November 1/17 to December 31/17	Tanya Thorn
January 1/18 to March 31/18	Ed Sands
April 1/18 to June 30/18	Matt Rockley
July 1/18 to September 30/18	Florence Christophers
October 1/18 to December 31/18	Ray Watrin
January 1/19 to March 31/19	Ken Heemeryck
April 1/19 to June 30/19	Tanya Thorn
July 1/19 to September 30/19	Ed Sands
October 1/19 to December 31/19	Matt Rockley
January 1/20 to March 31/20	Florence Christophers
April 1/20 to June 30/20	Ray Watrin
July 1/20 to September 30/20	Ken Heemeryck
October 1/20 to December 31/20	Tanya Thorn
January 1/21 to March 31/21	Ed Sands
April 1/21 to June 30/21	Matt Rockley
July 1/21 to September 30/21	Florence Christophers
October 1/21 to Organizational Meeting 2021	Ray Watrin

MOTION: 17.OR.005

By: Councillor Watrin

That the Deputy Mayor Rotation for October 2017 to October 2021 be adopted as presented.

Carried Unanimously

4.4 Council Appointments to Boards, Committees and Commissions

MOTION: 17.OR.006

By: Councillor Christophers

That the following Mayor and Councillor appointments to Boards, Committees and Commissions for the period October 31, 2017 to October 22, 2018 be adopted:

Assessment Review Board	No Councillors appointed
Brand Leadership Taskforce (2)	Ed Sands Tanya Thorn Bill Robertson (alt)
Governance and Priorities Committee (7)	All Council Members
Culture, Parks & Recreation Committee (1)	Ray Watrin Ed Sands (alt)
Economic Development Committee (1)	Florence Christophers Ken Heemeryck (alt)
Emergency Advisory Committee (3)	Bill Robertson Florence Christophers Tanya Thorn
Family & Community Support Services Advisory Committee (1)	Matt Rockley Ken Heemeryck (alt)
Finance & Budget Committee (3)	Ken Heemeryck Matt Rockley (Chair) Ed Sands
Municipal Planning Commission (2)	Florence Christophers Ed Sands Ray Watrin (alt)
Okotoks Public Library Board (1)	Ray Watrin Florence Christophers (alt)
Okotoks Awareness for Community Wellness Committee (1)	Bill Robertson Ed Sands (alt)
Post-Secondary Education Committee (1)	Florence Christophers Ray Watrin (alt)
Public Safety and Security Committee (1)	Tanya Thorn Florence Christophers (alt)
Subdivision & Development Appeal Board (1)	Matt Rockley Tanya Thorn (alt)
United Way / Okotoks Partnership (1)	Florence Christophers Ken Heemeryck (alt)

Alberta Foothills Industrial Corridor Association (3)	Bill Robertson Ken Heemeryck Tanya Thorn
AUMA Board of Directors (1)	Tanya Thorn
Bow River Basin Water Council (1)	Ray Watrin Tanya Thorn (alt)
Calgary Regional Partnership Board (1)	Bill Robertson Matt Rockley (alt)
Community Futures Highwood (1)	Florence Christophers Ray Watrin (alt)
Crescent Point Community Foundation (1)	Bill Robertson Deputy Mayor
Foothills Centennial Centre Foundation Board of Directors (2)	Ken Heemeryck Matt Rockley Ed Sands (alt)
Foothills-Okotoks Recreation Society (2)	Bill Robertson Ken Heemeryck Florence Christophers (alt)
Foothills Regional Emergency Services Commission (1)	Ed Sands Tanya Thorn (alt)
Foothills Regional Services Commission (Landfill) 4 year appointment (1)	Ed Sands Tanya Thorn (alt)
Foothills Regional Water & Wastewater Collaborative (2)	Ed Sands Ray Watrin Bill Robertson (alt)
Friends of Champion Park Society (3)	Bill Robertson Ken Heemeryck Ray Watrin Matt Rockley (alt)
Okotoks / M.D. of Foothills Intermunicipal Committee (3)	Bill Robertson Ed Sands Tanya Thorn Ray Watrin (alt)
Westwinds Communities – 4-year appointment (1)	Ray Watrin Tanya Thorn (alt)

Carried Unanimously

4.5 Citizen Appointments to Council's Boards, Committees and Commissions

MOTION: 17.OR.007

By: Councillor Rockley

That the following citizen member appointments to Boards, Committees and Commissions be adopted:

That Anne Eastham be appointed to the Assessment Review Board for a three year term ending December 31, 2020;

That William Gray be appointed to the Assessment Review Board for a two year term ending December 31, 2019;

That Laurie Hodson be appointed to the Culture, Parks and Recreation Committee for a one year term ending October 31, 2018;

That John Carmichael be reappointed to the Culture, Parks and Recreation Committee for a three year term ending October 31, 2020;

That Marilyn Wilson be reappointed to the Culture, Parks and Recreation Committee for a two year term ending October 31, 2019;

That Julie Boake be appointed to the Economic Development Committee for a two year term ending October 31, 2019;

That Paula Rockley be appointed to the Economic Development Committee for a three year term ending October 31, 2020;

That Chris Isherwood be reappointed to the Economic Development Committee for a three year term ending October 31, 2020;

That Sharon Hudspeth be appointed to the Family and Community Support Services Advisory Committee for a three year term ending October 31, 2020;

That John Lowe be appointed to the Family and Community Support Services Advisory Committee for a two year term ending October 31, 2019;

That Ashley Dreger be reappointed to the Family and Community Support Services Advisory Committee for a three year term ending October 31, 2020;

That Darren Cunningham be appointed to the Finance and Budget Committee for a one year term ending October 31, 2018;

That Allan Evenson be appointed to the Finance and Budget Committee for a one year term ending October 31, 2018;

That Lorraine Cathro be appointed to the Okotoks Public Library Board for a two year term ending October 31, 2019;

That Jane Ervin be appointed to the Okotoks Public Library Board for a three year term ending October 31, 2020;

That Tanelle Nash be reappointed to the Okotoks Public Library Board for a one year term ending October 31, 2018;

That Anthony Kelly be appointed to the Municipal Planning Commission for a two year term ending October 31, 2019;

That Jesse Krsa be appointed to the Municipal Planning Commission for a three year term ending October 31, 2020;

That Merlin MacNaughton be reappointed to the Municipal Planning Commission for a three year term ending October 31, 2020;

That Laura Schlosser be reappointed to the Post-Secondary Education Committee for a three year term ending October 31, 2020;

That Jessica Hallam be reappointed to the Public Safety and Security Committee for a three year term ending October 31, 2020;
 That Corey Brandt be reappointed to the Subdivision and Development Appeal Board for a three year term ending October 31, 2020;
 That Andrew Cutforth be reappointed to the Subdivision and Development Appeal Board for a two year term ending October 31, 2019;
 That Kelly Rogers be reappointed to the Subdivision and Development Appeal Board for a two year term ending October 31, 2019;
 That Cindy Gibson be reappointed to the United Way/Okotoks Partnership Committee for a three year term ending October 31, 2020;
 That Sarah Ulloa be reappointed to the United Way/Okotoks Partnership Committee for a two year term ending October 31, 2019;
 That Deanna Whiting be reappointed to the United Way/Okotoks Partnership Committee for a one year term ending October 31, 2018; and
 That Administration be directed to advertise for three remaining vacancies on the Okotoks Public Library Board; two remaining vacancies on the Post-Secondary Education Committee; and two remaining vacancies on the United Way/Okotoks Partnership Committee; and
 That Administration be directed to send letters of appreciation for past service to those citizen members requesting consideration of reappointment with over 6 years of service.

Carried Unanimously

4.6 Community Futures Highwood - Town of Okotoks Community at Large Board Representative

MOTION: 17.OR.008

By: Councillor Christophers

That Amber Chapman be reappointed as the Town of Okotoks Community at Large Board Representative on the Community Futures Highwood Board for a 3 year term ending October 31, 2020.

Carried Unanimously

4.7 Foothills Okotoks Recreation Society - Town of Okotoks Member at Large Reappointment Request

MOTION: 17.OR.009

By: Councillor Thorn

That Andrew Gustafson be reappointed as the Town of Okotoks Member at Large to the Foothills Okotoks Recreation Society for a 3 year term ending October 31, 2020.

Carried Unanimously

4.8 2018 Organizational Meeting Date

MOTION: 17.OR.010

By: Councillor Heemeryck

That the 2018 Organizational Meeting be held on Monday, October 22, 2018 commencing at 2:00 p.m.

Carried Unanimously

5. ADJOURNMENT

MOTION: 17.OR.011

By: Councillor Watrin

That the Organizational Council Meeting of October 30, 2017, adjourn at 3:33 p.m.

Carried Unanimously