

**UNADOPTED MINUTES  
OF THE CULTURE, PARKS AND RECREATION COMMITTEE  
OF THE TOWN OF OKOTOKS  
HELD ON TUESDAY, NOVEMBER 28, 2017  
IN THE OKOTOKS MUNICIPAL CENTRE  
COUNCIL CHAMBER**

**COMMITTEE MEMBERS  
PRESENT**

Councillor Ed Sands (Town of Okotoks) (arrived at 6:14)  
Larry Albrecht  
Councillor Alan Alger (M.D. of Foothills)  
John Carmichael  
Mark Congram  
Quinn Heffron  
Laurie Hodson  
Glenn Tackaberry  
Ron Schreiber  
Marilyn Wilson  
Karas Wright

**STAFF PRESENT**

Susan Laurin, Community Services Director  
Leah Chant, Recording Secretary

**A. AGENDA**

**A.1 Call to Order**

Leah Chant, Recording Secretary, called the meeting to order at 6:00 p.m.

**A.2 Election of Officers**

Leah Chant, Recording Secretary, called for nominations for Chair.

M. Wilson nominated J. Carmichael for Chair of the Culture, Parks and Recreation Committee for the period ending October 31, 2018.

K. Wright nominated G. Tackaberry for the Chair of the Culture, Parks and Recreation Committee for the period ending October 31, 2018.

There were no other nominations.

**MOTION:** By K. Wright that nominations for Chair cease.

Carried Unanimously

Chair Tackaberry was elected and assumed the Chair.

**MOTION:** By J. Carmichael that the ballots for the Chair of the Culture, Parks and Recreation Committee vote be destroyed.

Carried Unanimously

Chair Tackaberry called for nominations for Vice Chair.

A. Alger nominated Q. Heffron for Vice Chair of the Culture, Parks and Recreation Committee for the period ending October 31, 2018.

M. Wilson nominated J. Carmichael for Vice Chair of the Culture, Parks and Recreation Committee for the period ending October 31, 2018.

There were no other nominations.

MOTION: By K. Wright that nominations for Vice Chair cease.

Carried Unanimously

Q. Heffron was elected Vice Chair.

MOTION: By K. Wright that the ballots for the Vice Chair of the Culture, Parks and Recreation Committee vote be destroyed.

A.3 Additions and/or Deletions  
None

A.3 Adoption of Agenda

MOTION: By R. Schreiber that the November 28, 2017 agenda for the Culture, Parks and Recreation Committee be adopted as presented.

Carried Unanimously

## **B. MINUTES OF PREVIOUS MEETING**

B.1 Culture, Parks and Recreation Committee Meeting – September 26, 2017

MOTION: By R. Schreiber that the minutes of the Culture, Parks and Recreation Committee held September 26, 2017 be adopted as presented.

Carried Unanimously

## **C. PRESENTATIONS**

### **C.1 Downtown Okotoks Urban Design Master Plan**

Colin Gainer, Senior Planner, was in attendance to present the Downtown Urban Design Master Plan.

The Committee discussed architecture design guidelines for downtown Okotoks, the growth model, community vision, public engagement, and timelines for the Master Plan.

**MOTION:** By M. Wilson that the Culture, Parks and Recreation Committee support the Downtown Okotoks Urban Design Master Plan in principle.

Carried Unanimously

## **D. UNFINISHED BUSINESS**

None

## **E. NEW BUSINESS**

None

## **F. REPORTS**

### **F.1 Okotoks Arts Council Update**

M. Congram provided information on the Wizarding World of Okotoks event, an open house regarding the future of the Arts Council, the recent Dewdney play, and upcoming events.

### **F.2 Foothills School Division**

L. Albrecht provided information on the 32<sup>nd</sup> Street school site, new school board members, and upcoming school board meetings.

### **F.3 Christ the Redeemer School Division**

R. Schreiber provided information on the school budget, the accountability pillar, and joint resolutions with the Foothills School Division.

### **F.4 Youth Representative Update**

Q. Heffron provided information on Holy Trinity's School Council Spirit Week, parent-teacher interviews, school trip fundraisers, volunteer opportunities for students, recent presentations from Universities, and the coordination between the Town and students regarding the creation of the new Environmental Master Plan.

**F.5 Council Update**

Councillor Sands provided information on the provincial government endorsement revisions to the Municipal Government Act, changes to the off-site levy process, inter-municipal cooperation frameworks, budget, and an upcoming visit from the Holiday Train.

**F.6 M.D. Council Report**  
None**F.7 Community Members Update**  
None**F.8 Liaison Representative Update**

Susan Laurin, Community Services Director, provided an overview of the Liaison Representative Update and information on the draft Culture & Heritage Master Plan, and the Pason Centennial arena expansion project.

**G. CORRESPONDENCE****G.1 2017-18 Culture, Parks and Recreation Membership List**

The 2017-18 Culture, Parks and Recreation Membership List was distributed to the Committee.

**H. NEXT MEETING**

H.1 Special Meeting for Culture, Parks and Recreation Committee Time and Location:  
Wednesday, December 6, 2017 6:00 p.m. in the Okotoks Municipal Centre, Council Chamber.

H.2 Next Culture, Parks and Recreation Committee Meeting Time and Location:  
Tuesday, January 23, 2018 6:00 p.m. in the Okotoks Municipal Centre, Council Chamber.

**I. ADJOURNMENT**

MOTION: By L. Albrecht that the November 28, 2017 meeting of the Culture, Parks and Recreation Committee adjourn at 7:30 p.m.

Carried Unanimously

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Glenn Tackaberry, Chair

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Leah Chant, Recording Secretary