



**TOWN OF OKOTOKS
UNADOPTED MINUTES
FOR THE REGULAR COUNCIL MEETING
HELD MONDAY, JANUARY 8, 2018
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
Patty Huber, Legislative Services Assistant

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOTION 18.C.001

By Councillor Watrin

That the January 8, 2018 agenda for the Regular Meeting of Council be adopted as presented.

Carried Unanimously

3. IN CAMERA ITEMS

MOTION 18.C.002

By Councillor Heemeryck

That the meeting go In Camera 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 2:05 p.m.

Carried Unanimously

3.1 On-It Regional Transit Service Delivery (*FOIP* 25(1))

3.2 Legal Briefing (*FOIP* 27(1)(a))

3.3 Citizen Member Appointments to a Committee/Board (*FOIP* 19(1))

MOTION 18.C.003

By Councillor Watrin

That the meeting come out of In Camera at 3:18 p.m.

Carried Unanimously

MOTION 18.C.004

By Councillor Christophers

That Option #1 as detailed in the On-It Regional Transit Service Delivery report be adopted.

Carried Unanimously

MOTION 18.C.005

By Councillor Thorn

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

That Marcie Sutherland be appointed to the Okotoks Public Library Board for a two year term ending October 31, 2019.

Carried Unanimously

Break at 3:19 p.m. Reconvene at 3:30 p.m.

4. MINUTES OF PREVIOUS MEETING

4.1 Regular Council Meeting - December 11, 2017

MOTION 18.C.006

By Councillor Christophers

That the minutes of the Regular Council Meeting held December 11, 2017 be adopted as presented.

Carried Unanimously

4.2 Special Council Meeting - December 18, 2017

MOTION 18.C.007

By Councillor Thorn

That the minutes of the Special Council Meeting held December 18, 2017 be adopted as presented.

Carried Unanimously

5. CHIEF ADMINISTRATIVE OFFICER'S REPORT

Elaine Vincent, Chief Administrative Officer, reviewed the report containing information from Corporate Support and Corporate & Strategic Services.

MOTION 18.C.008

By Councillor Christophers

That the Chief Administrative Officer's Report for January 8, 2018 be received as information.

Carried Unanimously

6. BUSINESS

6.1 2014 - 2017 Business Plan Progress Report as of December 31, 2017

Nancy Weigel, Corporate & Strategic Services Director, reviewed the report containing the issue that the 2014 - 2017 Business Plan Progress Report as of December 31, 2017 is provided to Council for information.

MOTION 18.C.009

By Councillor Watrin

That the 2014 - 2017 Business Plan Progress Report as of December 31, 2017 be received as information.

Carried Unanimously

6.2 Public Participation Strategy & Toolkit

Nancy Weigel, Corporate & Strategic Services Director, and Joan Botkin, Communications Manager, reviewed the report containing the issue that a Public Participation Strategy & Toolkit has been prepared for Council's consideration. MODUS Planning, Design & Engagement's Public Participation Strategy Consultant Vince Verlaan was also in attendance to present the Public Participation Strategy & Toolkit.

MOTION

By Councillor Thorn

That the Public Participation Strategy & Toolkit be received as information; and
That the following four areas form the basis for the Public Participation Policy:

1. Principles of Engagement;
 2. The IAP2 Spectrum of Public Participation and its core values;
 3. The input and engagement zones;
 4. The roles and responsibilities in developing public participation strategies; and
- That Council's Governance and Priorities Committee conduct a review of Council appointed citizen committees with this new public participation lens to determine if any changes are required to align and enhance citizen participation.

AMENDMENT TO MOTION 18.C.010

By Councillor Thorn

That a clause be added to the draft Public Participation Policy stating that not every decision of Council requires public participation; and
That the draft policy be brought back to the next Governance and Priorities Committee for review.

Carried

MOTION AS AMENDED 18.C.011

By Councillor Thorn

That the Public Participation Strategy & Toolkit be received as information; and
That the following four areas form the basis for the Public Participation Policy:

1. Principles of Engagement;
 2. The IAP2 Spectrum of Public Participation and its core values;
 3. The input and engagement zones;
 4. The roles and responsibilities in developing public participation strategies; and
- That Council's Governance and Priorities Committee conduct a review of Council appointed citizen committees with this new public participation lens to determine if any changes are required to align and enhance citizen participation; and
That a clause be added to the draft Public Participation Policy stating that not every decision of Council requires public participation; and
That the draft Policy be brought back to the next Governance and Priorities Committee for review.

Carried Unanimously

Break at 5:12 p.m. Reconvene at 5:19 p.m.

7. BYLAWS

7.1 Bylaw 01-18 - Supplementary Assessments

Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that the purpose of Bylaw 01-18 is to authorize supplementary assessments.

MOTION 18.C.012

By Councillor Heemeryck

That Bylaw 01-18, a bylaw for the purpose of authorizing supplementary assessments, be read a first time.

Carried Unanimously

MOTION 18.C.013

By Councillor Sands

That Bylaw 01-18, a bylaw for the purpose of authorizing supplementary assessments, be read a second time.

Carried Unanimously

MOTION 18.C.014

By Councillor Thorn

That authorization be given to read Bylaw 01-18, a bylaw for the purpose of authorizing supplementary assessments, a third time.

Carried Unanimously

MOTION 18.C.015

By Councillor Heemeryck

That Bylaw 01-18, a bylaw for the purpose of authorizing supplementary assessments, be read a third time and passed.

Carried Unanimously

7.2 Bylaw 02-18 - Supplementary Business Assessments

Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that the purpose of Bylaw 02-18 is to authorize supplementary business assessments.

MOTION 18.C.016

By Councillor Watrin

That Bylaw 02-18, a bylaw for the purpose of authorizing supplementary business assessments, be read a first time.

Carried Unanimously

MOTION 18.C.017

By Councillor Thorn

That Bylaw 02-18, a bylaw for the purpose of authorizing supplementary business assessments, be read a second time.

Carried Unanimously

MOTION 18.C.018

By Councillor Sands

That authorization be given to read Bylaw 02-18, a bylaw for the purpose of authorizing supplementary business assessments, a third time.

Carried Unanimously

MOTION 18.C.019

By Councillor Thorn

That Bylaw 02-18, a bylaw for the purpose of authorizing supplementary business assessments, be read a third time and passed.

Carried Unanimously

7.3 Bylaw 03-18 - Borrowing Line of Credit

Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that the purpose of Bylaw 03-18 is to authorize a borrowing line of credit of up to \$7,300,000 to finance operating expenditures for the 2018 taxation year.

MOTION 18.C.020

By Councillor Rockley

That Bylaw 03-18, a bylaw for the purpose of authorizing a borrowing line of credit of up to \$7,300,000 to finance operating expenditures for the 2018 taxation year, be read a first time.

Carried Unanimously

MOTION 18.C.021

By Councillor Christophers

That Bylaw 03-18, a bylaw for the purpose of authorizing a borrowing line of credit of up to \$7,300,000 to finance operating expenditures for the 2018 taxation year, be read a second time.

Carried Unanimously

MOTION 18.C.022

By Councillor Watrin

That authorization be given to read Bylaw 03-18, a bylaw for the purpose of authorizing a borrowing line of credit of up to \$7,300,000 to finance operating expenditures for the 2018 taxation year, a third time.

Carried Unanimously

MOTION 18.C.023

By Councillor Heemeryck

That Bylaw 03-18, a bylaw for the purpose of authorizing a borrowing line of credit of up to \$7,300,000 to finance operating expenditures for the 2018 taxation year, be read a third time and passed.

Carried Unanimously

7.4 Bylaw 10-18 - Amendment to Rates, Fees, and Charges Bylaw 09-17

Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that the purpose of Bylaw 10-18 is to amend Rates, Fees, and Charges Bylaw 09-17 to make minor administrative and formatting edits to Schedule "A".

MOTION 18.C.024

By Councillor Sands

That Bylaw 10-18, a bylaw for the purpose of amending Rates, Fees, and Charges Bylaw 09-17 to make minor administrative and formatting edits to Schedule "A", be read a first time.

Carried Unanimously

MOTION 18.C.025

By Councillor Thorn

That Bylaw 10-18, a bylaw for the purpose of amending Rates, Fees, and Charges Bylaw 09-17 to make minor administrative and formatting edits to Schedule "A", be read a second time.

Carried Unanimously

MOTION 18.C.026

By Councillor Watrin

That authorization be given to read Bylaw 10-18, a bylaw for the purpose of amending Rates, Fees, and Charges Bylaw 09-17 to make minor administrative and formatting edits to Schedule "A", a third time.

Carried Unanimously

MOTION 18.C.027

By Councillor Rockley

That Bylaw 10-18, a bylaw for the purpose of amending Rates, Fees, and Charges Bylaw 09-17 to make minor administrative and formatting edits to Schedule "A", be read a third time and passed.

Carried Unanimously

7.5 Bylaw 33-17 - Road Closure

Colin Gainer, Senior Planner, reviewed the report containing the issue that that purpose of Bylaw 33-17 is to close to public travel and create title to a portion of the lane on the north side of 119 Drake Landing Loop (Lot 33, Block 19, 0915774).

Councillor Christophers abstained from voting on Bylaw 33-17, Motion 18.C.028 and Motion 18.C.029, as she was not present at the August 21, 2017 Public Hearing held for Bylaw 33-17.

MOTION 18.C.028

By Councillor Thorn

That Bylaw 33-17, a bylaw for the purpose of closing to public travel and creating title to a portion of the lane on the north side of 119 Drake Landing Loop (Lot 33, Block 19, 0915774), be read a second time.

Carried Unanimously

MOTION 18.C.029

By Councillor Heemeryck

That Bylaw 33-17, a bylaw for the purpose of closing to public travel and creating title to a portion of the lane on the north side of 119 Drake Landing Loop (Lot 33, Block 19, 0915774), be read a third time and passed.

Carried Unanimously

8. DELEGATIONS / QUESTION PERIOD BY THE PUBLIC

None

9. NOTICES OF MOTION

None

10. MOTIONS RE NOTICES

None

11. CORRESPONDENCE FOR ACTION

None

12. COUNCILLOR INQUIRIES AND SUGGESTIONS

Mayor Robertson inquired regarding the possibility of eliminating the Town's requirement for licensing professional therapy dogs.

Mayor Robertson inquired regarding the possibility of clearing snow from benches along Town pathways.

Elaine Vincent, Chief Administrative Officer, responded that after the last snow event it was determined that pathway benches will be cleared of snow at the same time pathways are done.

Councillor Thorn inquired what the impact to the Town of Okotoks may be in light of the recent announcement that China will no longer be accepting mixed recycling.

Elaine Vincent, Chief Administrative Officer, responded that Administration has been investigating this situation and will provide a report to Council.

Councillor Sands inquired if it might be a simple calculation for Administration to determine the cost of snow clearing for the entire Town.

13. COUNCIL REPRESENTATIVE REPORTS

Mayor Robertson, Councillors Thorn, and Watrin reported on their activities since the last Council meeting.

Recess at 5:57 p.m. Reconvene at 6:43 p.m.

16. RESPONSES TO COUNCILLOR INQUIRIES AND SUGGESTIONS

16.1 Councillor Christophers - Facility Space Collaboration

16.2 Councillor Sands - Speed Zone Reduction

16.3 Councillor Christophers - Business Development Permit Applications

MOTION 18.C.030

By Councillor Christophers

That the responses to the Councillor Inquiries and Suggestions be received as information.

Carried Unanimously

17. CORRESPONDENCE FOR INFORMATION

- 17.1 Honourable Shaye Anderson, Minister of Municipal Affairs,
Re: Sustainability Initiative Funding
- 17.2 Marigold Library System, Re: Marigold Report
- 17.3 Honourable Sandra Jansen, Minister of Infrastructure, Re: Investing in
Canada Infrastructure Plan - What It Means for Alberta

MOTION 18.C.031

By Councillor Sands

That correspondence items 17.1 to 17.3 be received as information.

Carried Unanimously

18. BOARD AND COMMITTEE MINUTES

- 18.1 Culture, Parks and Recreation Committee - November 28, 2017
- 18.2 Municipal Planning Commission - December 14, 2017
- 18.3 Okotoks Public Library Board - November 9, 2017
- 18.4 Public Safety and Security Committee - December 12, 2017

MOTION 18.C.032

By Councillor Christophers

That the minutes of the Culture, Parks and Recreation Committee dated November 28, 2017; the Municipal Planning Commission dated December 14, 2017; the Okotoks Public Library Board dated November 9, 2017; and the Public Safety and Security Committee dated December 12, 2017 be received as information.

Carried Unanimously

Break at 6:50 p.m. Reconvene at 7:00 p.m.

14. STATUTORY / NON STATUTORY HEARING(S)

- 14.1 Bylaw 43-17 - Land Use Bylaw Amendment

Mayor Robertson opened the Public Hearing for Bylaw 43-17 at 7:01 p.m.

Kari Idland, Development Planner, reviewed the report containing the issue that the purpose of Bylaw 43-17 is to amend Land Use Bylaw 40-98 to align with and incorporate recent changes to the *Municipal Government Act*.

Mayor Robertson called 3 times for presentations in favour of the proposed bylaw and there were none.

Mayor Robertson called 3 times for presentations in objection to the proposed bylaw and there were none.

Mayor Robertson called for questions from Council of Administration regarding the proposed bylaw and the questions were answered by Administration.

MOTION 18.C.033

By Councillor Christophers

That the Public Hearing for Bylaw 43-17 close at 7:14 p.m.

Carried Unanimously

15. BYLAWS / BUSINESS RELATING TO HEARING(S)

15.1 Bylaw 43-17 - Land Use Bylaw Amendment

Administration advised that Bylaw 43-17 is ready for second and third readings.

MOTION 18.C.034

By Councillor Thorn

That Bylaw 43-17, a bylaw for the purpose of amending Land Use Bylaw 40-98 to align with and incorporate recent changes to the *Municipal Government Act*, be read a second time.

Carried Unanimously

MOTION 18.C.035

By Councillor Sands

That Bylaw 43-17, a bylaw for the purpose of amending Land Use Bylaw 40-98 to align with and incorporate recent changes to the *Municipal Government Act*, be read a third time and passed.

Carried Unanimously

19. ADJOURNMENT

MOTION 18.C.036

By Councillor Christophers

That the January 8, 2018 Regular Council Meeting adjourn at 7:17 p.m.

Carried Unanimously