

**UNADOPTED MINUTES  
OF THE FINANCE AND BUDGET COMMITTEE  
HELD ON WEDNESDAY, FEBRUARY 7, 2018  
IN THE MUNICIPAL CENTRE  
BIG ROCK ROOM**

**COMMITTEE MEMBERS  
PRESENT**

Councillor Matt Rockley, Chair  
Councillor Ken Heemeryck  
Councillor Ed Sands  
Allan Evenson  
David Thompson

**COMMITTEE MEMBERS  
ABSENT**

Darren Cunningham

**STAFF PRESENT**

Elaine Vincent, Chief Administrative Officer  
Ralph Ettenauer, Finance & Systems Director  
Janice Storch, Legislative Services Assistant

**A. AGENDA**

A.1 Call to Order

Chair Rockley called the meeting to order at 12:03 p.m.

A.2 Additions / Deletions / Changes  
None

A.3 Adoption

MOTION: By Councillor Sands that the agenda for the February 7, 2018 Finance and Budget Committee meeting be adopted as presented.

Carried Unanimously

**B. MINUTES OF PREVIOUS MEETING**

B.1 Minutes of the Finance and Budget Committee Meeting - December 6, 2017

MOTION: By Councillor Heemeryck that the minutes of the Finance and Budget Committee meeting held December 6, 2017 be adopted as presented.

Carried Unanimously

## **G. BUSINESS ITEMS**

### **G.1 Public Participation Policy and Alignment of Public Advisory Committees**

Cathy Duplessis, Legislative & Policy Services Manager, and Patty Huber, Legislative Services Assistant, were in attendance to provide information regarding the newly adopted Public Participation Policy, Public Participation Strategy & Toolkit, and the use of Public Advisory Committees as a public participation tool.

**MOTION:** By D. Thompson that the Public Participation Policy and Alignment of Public Advisory Committees report be received as information.

Carried Unanimously

### **G.2 Review of the Financial Health of the Town of Okotoks**

Elaine Vincent, Chief Administrative Officer, and Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that at the December 11, 2017 Regular Meeting, Council passed a motion directing the Finance and Budget Committee to provide a report to Council reviewing the financial health of the Town of Okotoks.

The Committee discussed the order in which the assigned work would be undertaken and the strategy going forward to ensure the tasks assigned within the motion from Council were accomplished in the required timeline.

### **G.3 2018 Finance and Budget Committee Timeline and Agenda Items**

Ralph Ettenauer, Finance & Systems Director, reviewed the report containing the issue that the proposed 2018 Finance and Budget Committee timeline and agenda items are provided for the Committee's consideration.

**MOTION:** By A. Evenson that the 2018 Finance and Budget Committee timeline and agenda items be received as information.

Carried Unanimously

## **S. ADJOURNMENT**

**MOTION:** By Councillor Sands that the February 7, 2018 Finance and Budget Committee meeting adjourn at 1:24 p.m.

Carried Unanimously