

THE FOOTHILLS COUNTY AND TOWN OF OKOTOKS
INTERMUNICIPAL COMMITTEE MEETING
AGENDA



Tuesday, January 23, 2024
1:00 PM
COUNCIL CHAMBER

Pages

1. CALL TO ORDER

The Town of Okotoks Chief Administrative Officer Elaine Vincent will Call to Order the January 23, 2024 Intermunicipal Committee Meeting at _____ p.m. and provide a traditional land acknowledgement.

CAO Vincent will call for names of the Co-Chair and Alternate Co-Chairs from each municipality.

Foothills County Administration will indicate the Co-Chair and Alternate Co-Chair for Foothills County.

Town of Okotoks Administration will indicate the Co-Chair and Alternate Co-Chair for the Town of Okotoks.

MOTION REQUESTED: That _____ from Foothills County and _____ from the Town of Okotoks be acknowledged as the Co-Chairs; and that _____ from Foothills County and _____ from the Town of Okotoks be acknowledged as the Alternate Co-Chairs of the Intermunicipal Committee.

The Co-Chair for the Town of Okotoks will assume the Chair for the January 23, 2024 Intermunicipal Committee Meeting.

2. ADOPTION OF AGENDA

MOTION REQUESTED: That the January 23, 2024 agenda for the Intermunicipal Committee Meeting be adopted as presented.

3. MINUTES OF PREVIOUS MEETING

3.1 Intermunicipal Committee Meeting - September 21, 2023

3

MOTION REQUESTED: That the minutes of the Intermunicipal Committee Meeting held September 21, 2023 be adopted as presented.

4. BUSINESS

4.1 Foothills / Okotoks Regional Water Project Update

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An update on the Foothills / Okotoks Regional Water Project is provided for information.

MOTION REQUESTED: That the Foothills / Okotoks Regional Water Project Update be received as information.

4.2 338 Avenue Overpass Update (verbal report) - Foothills County

Foothills County will lead a discussion regarding an update on the Highway 2 and 338 Avenue Overpass.

MOTION REQUESTED: That _____ .

5. CLOSED SESSION

(This portion of the meeting may be closed to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part I of the *Freedom of Information and Protection of Privacy (FOIP) Act*.)

5.1 Champion Park (FOIP s. 24(1)(a)(c))

6. MOTIONS ARISING

6.1 Champion Park

MOTION REQUESTED: That joint administrations be directed to implement the directions provided in Closed Session report 5.1.

7. NEXT MEETING DATE

The next meeting of the Intermunicipal Committee is March 26, 2024 at 1:00 p.m. in High River.

8. ADJOURNMENT

MOTION REQUESTED: That the January 23, 2024 Intermunicipal Committee Meeting adjourn at _____ p.m.

**UNADOPTED MINUTES
 OF THE FOOTHILLS COUNTY AND TOWN OF OKOTOKS
 INTERMUNICIPAL COMMITTEE MEETING
 HELD ON SEPTEMBER 21, 2023
 IN THE FOOTHILLS COUNTY COUNCIL CHAMBER AND VIA VIDEOCONFERENCE**

PRESENT	<u>Foothills County</u> Reeve Delilah Miller Deputy Reeve Rob Siewert (until 3:20 p.m.) Councillor Alan Alger Councillor Don Waldorf (Alternate)	<u>Town of Okotoks</u> Mayor Tanya Thom (until 3:50 p.m.) Councillor Ken Heemeryck Councillor Brent Robinson
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STAFF PRESENT	Hary Riva Cambrin, Municipal Manager Ryan Payne, Chief Administrative Officer Heather Hemingway, Director of Planning Julie McLean, Deputy Director of Planning Jeff Edgington, Manager of Infrastructure Jeff Porter, Manager of Parks and Recreation Sherri Barrett, Manager of Legislative Services Felicia Fairweather, Legislative Services	Elaine Vincent, Chief Administrative Officer Jeff Greene, Community Growth, Investment & Sustainability Director Christa Michailuck, Parks & Recreation Director Jeremy Huet, Operations & Utilities Director Angela Whitney, Corporate Services Director Colton Nickel, Planner Janice Storch, Legislative Services Administrator
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GUESTS: Councillor Suzanne Oel (Foothills - Alternate)
 Councillor Barb Castell (Foothills)
 Steve Brubacher, Urban Systems
 Lynda Cooke, Urban Systems
 Razaq Mohammed, Urban Systems

1. CALL TO ORDER

Reeve Miller called the meeting to order at 1:01 p.m.

2. ADOPTION OF AGENDA

MOTION: By Councillor Alger that the September 21, 2023, agenda for the Intermunicipal Committee Meeting be adopted as amended to re-order item 4 - Closed Session to come after item 5 - Business.

Carried Unanimously

3. MINUTES OF PREVIOUS MEETING

MOTION: By Councillor Robinson that the minutes of the Intermunicipal Committee Meeting held June 6, 2023, be adopted as presented.

Carried Unanimously

5. BUSINESS

5.1 Joint Planning Area 3 Engagement - Foothills County / Town of Okotoks

Julie McLean, Foothills County Deputy Director of Planning and Colton Nickle, Town of Okotoks Planner provided an update and recommendation on the Joint Planning Area 3 Context Study Project to the Committee.

MOTION: By Deputy Reeve Siewert that the Intermunicipal Committee accept the preliminary summary of the Phase 1 Engagement for the Joint Planning Area 3 Context Study for information and that the Intermunicipal Committee accept the draft vision and objectives for the Context Study and endorse their inclusion in the materials to be presented at the public open house on the project which is tentatively scheduled to be held November 2, 2023.

Carried Unanimously

5.2 2022 Master Shared Services Agreement Annual Report - Foothills County / Town of Okotoks

Ryan Payne, Foothills County CAO and Elaine Vincent, Town of Okotoks CAO provided information on the 2022 Master Cost Sharing Services Agreement Report.

MOTION: By Councillor Robinson that the 2022 Master Cost Sharing Services Annual Report be received as information.

Carried Unanimously

5.3 Foothills-Okotoks Recreation Society (FORS) - Inquiry Regarding Communications Tower (Cavalry FC Regional Fieldhouse) - Foothills County

Ryan Payne, Foothills County CAO and Jeff Porter, Foothills County Manager of Parks and Recreation provided information to the Committee regarding an inquiry made by Rogers Telecommunication to the Foothills-Okotoks Recreation Society Board, to place a communications tower at the jointly owned Cavalry FC Regional Fieldhouse.

The Committee agreed to discuss item 5.3 as a Closed Session Item within one of the exceptions to disclosure in Division 2 of Part I of the *Freedom of Information and Protection of Privacy (FOIP) Act*.

5.4 338 Avenue Overpass and Median Closures Discussion - Foothills County

Reeve Miller led a discussion on the 338 Avenue Overpass and Median Closures regarding the sending of letters to Alberta Transportation and the importance of the overpass.

MOTION: By Councillor Alger that the 338 Avenue Overpass and Median Closures discussion and letter to the Minister of Transportation and Economic Corridors, Honourable Devin Dreeshen regarding the Highway 2 and 338 Avenue Intersection be received as information.

Carried Unanimously

The Committee requested that administration connect with Honourable RJ Sigurdson to assist in requesting a meeting with the Minister of Transportation and Economic Corridors, Honourable Devin Dreeshen regarding the 338 Avenue Overpass and Median Closures.

4. CLOSED SESSION

MOTION: By Councillor Heemeryck 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 *Freedom of Information and Protection of Privacy (FOIP) Act* at 1:54 p.m.

Carried Unanimously

4.1 Foothills / Okotoks Regional Water Project Update (FOIP s. 24(1)(a)(g))

In Attendance

All Elected Officials and municipal staff as well as Lynda Cooke, Razaq Mohammed, and Steve Brubacher from Urban Systems remained in the room for the discussion and update.

After the completion of item 4.1, all municipal staff and Urban Systems staff left the closed session.

4.2 Friends of Champion Park Society (FOIP s. 24(1)(a)(c))

5.3 Foothills-Okotoks Recreation Society (FORS) - Inquiry Regarding Communications Tower (Cavalry FC Regional Fieldhouse) (FOIP s. 24(1)(a))

In Attendance

All Elected Officials and respective CAO's remained in the room for the discussion.

Deputy Reeve Siewert left the meeting at 3:20 p.m.

Councillor Waldorf assumed the position as a voting member of the Committee at 3:20 p.m.

Mayor Thorn left the meeting at 3:50 p.m.

MOTION: By Councillor Robinson that the meeting come out of Closed Session at 3:59 p.m.

Carried Unanimously

6. MOTIONS ARISING

5.3 Foothills-Okotoks Recreation Society (FORS) - Inquiry Regarding Communications Tower (Cavalry FC Regional Fieldhouse)

MOTION: By Councillor Heemeryck that the Committee agree with the decision as discussed in closed session regarding the communications tower.

Carried Unanimously

4.2 Friends of Champion Park Society

MOTION: By Councillor Waldorf to endorse recommendations made by the Committee in closed session regarding item 4.2.

Carried Unanimously

7. NEXT MEETING DATE

The next meeting date of the Intermunicipal Committee is Tuesday, November 28, 2023, at 1:00 p.m. in Okotoks.

8. ADJOURNMENT

MOTION: By Councillor Waldorf that the September 21, 2023, Intermunicipal Committee Meeting adjourn at 4:01 p.m.

Carried Unanimously

FOOTHILLS / OKOTOKS REGIONAL WATER PROJECT UPDATE

Issue

An update on the Foothills / Okotoks Regional Water Project is provided for information.

Motion Proposed by Administration

That the Foothills / Okotoks Regional Water Project Update be received as information.

Report, Analysis and Financial Implications

Major updates include:

Regulatory

- The water main EPEA Conservation and Reclamation (C&R) Plan Draft Approval was received for review.

Procurement

- The Intake Horizontal Collector Well Request for Pre-Qualification closed on January 12, 2024, and is under review.

Land Acquisition

- The intake land purchase agreement has been negotiated and approved for signature.

Design

- The intake hydro-geological bedrock topography delineation work is scheduled to begin the end of January 2024.

Attachment(s)

n/a

Prepared by:
Melissa Zoethout, P.Eng.
Project Manager
Collier Project Leaders