



Approved February 13, 2023

Regular Meeting of the Governance and Finance Committee  
January 23, 2023

**MINUTES OF THE REGULAR MEETING OF  
THE GOVERNANCE AND FINANCE COMMITTEE MEETING  
of the Town of Banff in the Province of Alberta  
Monday, January 23, 2023, 9:00 a.m.**

**MEMBERS PRESENT**

Corrie DiManno	Mayor
Grant Canning	Councillor and Deputy Mayor
Chip Olver	Councillor and Acting Mayor
Barb Pelham	Councillor
Hugh Pettigrew	Councillor
Kaylee Ram	Councillor

**MEMBERS ABSENT**

Ted Christensen	Councillor
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**ADMINISTRATION PRESENT**

Alison Gerrits	Acting Town Manager	
Silvio Adamo	Director, Protective Services, and Fire Chief	(Remote Participation)
Jason Darrah	Director, Communications and Marketing	(Remote Participation)
Chris Hughes	Director, Corporate Services	
Barbara King	Director, Human Resources	(Remote Participation)
Dorothee Esquerre	Finance Manager	
Libbey McDougall	Municipal Clerk	
Kiersten McDonald	Legislative Advisor	

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## 1.0 CALL TO ORDER

Present In Chamber: (6): Mayor DiManno, Councillor Canning, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

Absent (1): Councillor Christensen

Mayor DiManno called the January 23, 2023, Regular Meeting of the Governance and Finance Committee to order at 9:00 a.m.

Mayor DiManno provided a land acknowledgment at today's meeting.

## 2.0 APPROVAL OF AGENDA

2.1 Agenda for the January 23, 2023, Regular Meeting of the Governance and Finance Committee

FIN23-31 **Moved by** Councillor Olver

That the Agenda for the January 23, 2023, Regular Meeting of the Governance and Finance Committee be approved.

For: (6): Mayor DiManno, Councillor Canning, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

**MOTION CARRIED**

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### **3.0 CONFIRMATION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES**

#### **3.1 Minutes of the January 09, 2023, Service Review Meeting of the Governance and Finance Committee**

FIN23-33 **Moved by** Councillor Ram

That Minutes of the January 09, 2023, Service Review Meeting of the Governance and Finance Committee be confirmed.

For: (6): Mayor DiManno, Councillor Canning, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

**MOTION CARRIED**

### **4.0 DELEGATIONS**

No Delegations were scheduled as part of this meeting.

### **5.0 PUBLIC INPUT ON APPROVED AGENDA ITEMS**

#### **5.1 Written Submissions**

No Written Submissions were received as part of this meeting.

#### **5.2 Verbal Submissions**

No Verbal Submissions were provided as part of this meeting.

### **6.0 UNFINISHED BUSINESS**

No Unfinished Business was scheduled as part of this meeting.



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## 7.0 ADMINISTRATIVE REPORTS

### 7.1 Briefing: Pre-Audit Planning

FIN23-34 **Moved by** Mayor DiManno

That Committee recess to the call of the chair at 9:04 a.m., to reconvene in a closed meeting, conducted in the Council Boardroom, pursuant to Section 24 (*Advice from officials*) of the *Freedom of Information and Protection of Privacy Act*, to discuss confidential matters with respect to Item 7.1, Pre-Audit Planning, and further, that the following individuals be invited into Committee's closed meeting discussions:

- Collin Mitchell, CA, Partner – Audit, KPMG Enterprise; and
- Taylor Thompson, Senior Manager, KPMG Enterprise.

For: (6): Mayor DiManno, Councillor Canning, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

**MOTION CARRIED**

Committee reconvened in closed session at 9:06 a.m. with Mayor DiManno in the chair.

Committee recessed in closed meeting at 9:47 a.m.

Committee reconvened in public meeting at 9:48 a.m. with Mayor DiManno in the Chair.

FIN23-35 **Moved by** Mayor DiManno

That Committee rise and report.

For: (6): Mayor DiManno, Councillor Canning, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

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FIN23-36      **Moved by** Mayor DiManno

That with respect to Item 7.1: Briefing: Pre-Audit Planning, the following be approved:

That the Governance and Finance Committee direct that the Confidential Attachment, KPMG – Audit Planning Report, and the closed meeting discussions remain confidential pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

For: (6): Mayor DiManno, Councillor Canning, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

**MOTION CARRIED**

**8.0      NEW / URGENT BUSINESS**

No New/ Urgent Business was included as part of this meeting.

**9.0      CONFIDENTIAL ITEMS**

No Confidential Items were scheduled as part of this meeting.

**10.0    ADJOURNMENT**

FIN23-37      **Moved by** Councillor Ram

That this meeting adjourn at 9:49 a.m.

For: (6): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pettigrew, and Councillor Ram

**MOTION CARRIED**

On Original

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Corrie DiManno  
Mayor

On Original

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Libbey McDougall  
Municipal Clerk

Minutes approved by:      On Original      On Original