



MINUTES OF THE VIRTUAL GOVERNANCE AND FINANCE COMMITTEE MEETING
of the Town of Banff in the Province of Alberta
Regular Meeting of the Governance and Finance Committee
Monday, 2022 February 14, at 9:00 a.m.

MEMBERS PRESENT

Corrie DiManno	Mayor	(Remote Participation)
Ted Christensen	Councillor and Deputy Mayor	(Remote Participation)
Grant Canning	Councillor and Acting Mayor	(Remote Participation)
Barb Pelham	Councillor	(Remote Participation)
Hugh Pettigrew	Councillor	(Remote Participation)
Kaylee Ram	Councillor	(Remote Participation)

MEMBERS ABSENT

Chip Olver	Councillor
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ADMINISTRATION PRESENT

Kelly Gibson	Town Manager	(Remote Participation)
Silvio Adamo	Director, Protective Services, and Fire Chief	(Remote Participation)
Jason Darrah	Director, Communications & Marketing	(Remote Participation)
Darren Enns	Director, Planning & Development	(Remote Participation)
Adrian Field	Director, Engineering	(Remote Participation)
Alison Gerrits	Director, Community Services	(Remote Participation)
Paul Godfrey	Director, Operations	(Remote Participation)
Chris Hughes	Director, Corporate Services	(Remote Participation)
Barbara King	Director, Human Resources	(Remote Participation)
Frank Watson	Town of Banff Assessor	(Remote Participation)
Renée Lavergne	Information Governance Coordinator	(Remote Participation)
Lisa Lee	Executive Assistant, Mayor's Office	(Remote Participation)
Tara Johnston	Legislative Advisor	(Remote Participation)
Libbey McDougall	Municipal Clerk	(Remote Participation)



1.0 CALL TO ORDER

To confirm Members of the Governance and Finance Committee, who all participated virtually due to the ongoing COVID-19 Pandemic, as present, the following roll call was conducted:

ROLL CALL:

Present: (6): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Pettigrew, Councillor Pelham, and Councillor Ram

Mayor DiManno call the virtual Regular Meeting of the Governance and Finance Committee to order at 9:01 a.m.

2.0 APPROVAL OF AGENDA

2.1 Agenda for the 2022 February 14 Virtual Regular Meeting of the Governance and Finance Committee

FIN22-54 **Moved by** Councillor Christensen

That the Agenda for the 2022 February 14 Virtual Regular Meeting of the Governance and Finance Committee be approved.

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

MOTION CARRIED

3.0 ADOPTION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

The following clerical corrections were noted:

- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day 2, 2021 December 01, Page 13 of 13, Motion FIN21-283, by deleting the number “7” following the words “For: (” and substituting with the number “6”;
- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Four, 2021 December 08, page 14 of 18, Motion FIN21-301, third column of the third row of the chart, by adding a “0” to the noted number “206,00”;

Minutes approved by: On Original On Original



- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Four, 2021 December 08, page 15 of 18, Motion FIN21-300, third column of the third row of the chart, by adding a “0” to the noted number “206,00”;
- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Four, 2021 December 08, page 15 of 18, Motion FIN21-299, third column of the third row of the chart, by adding a “0” to the noted number “206,00”;
- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Nine, 2022 January 12, page 11 of 12, Motion FIN22-22, by adding the words “, as amended” following the words “be referred to Council for final consideration”;
- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Ten, 2022 January 19, page 10 of 17, Motion FIN22-37, by deleting the words “MOTION CARRIED” and substituting with the words “MOTION DEFEATED”; and
- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Ten, 2022 January 19, page 08 of 17, fourth line from the top of the page, by deleting the name “Pettigre” following the words “, and Councillor” and substituting with the name “Pettigrew”.

FIN22-55 **Moved by** Councillor Pelham

That the following Minutes be adopted by way of an omnibus motion, **as corrected**:

- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day One, 2021 November 29
- **Corrected** Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Two, 2021 December 01
- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Three, 2021 December 06
- **Corrected** Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Four, 2021 December 08
- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Five, 2021 December 13
- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Six, 2021 December 15

Minutes approved by: On Original On Original



- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Seven, 2021 December 20
- Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Eight, 2022 January 10
- **Corrected** Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Nine, 2022 January 12
- **Corrected** Minutes of the 2022 Virtual Service Review Meeting of the Governance and Finance Committee (Various Dates): Day Ten, 2022 January 19

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

MOTION CARRIED

4.0 DELEGATIONS AND INVITED PRESENTATIONS

No Delegations and Invited Presentations were scheduled as part of this meeting.

5.0 PUBLIC INPUT ON AGENDA ITEMS

5.1 Written Submissions

Council, by unanimous consent, received the following Written Submissions for the Corporate Record.

- 5.1.1. Shawn Birch, President & CEO | Employee Owner, Banff Lodging Co. | A division of Banff Caribou Properties Ltd.: Email, Dated 2022 February 11 (Item 7.3, RFD: Sidewalk Seating Policy C7005 and Outdoor Merchandising Display Policy C121)



5.1.2. Stephane Prevost, Chef/ Managing Partner, Block Kitchen + Bar: Email, Dated 2022 February 13 (Item 7.3, RFD: Sidewalk Seating Policy C7005 and Outdoor Merchandising Display Policy C121)

5.1.3. Greg Colgan, Editor, Rocky Mountain Outlook: Letter, Dated 2022 February 13 (Item 7.2, Communications Policy Update)

5.2 Verbal Submissions

5.2.2 Craig Paton, Alloy Hospitality Management (Item 7.3, RFD: Sidewalk Seating Policy C7005 and Outdoor Merchandising Display Policy C121)

Council, by unanimous consent, received Craig Paton's Verbal Submission for the Corporate Record.

5.2.1. Peter Poole (Item 7.2, RFD: Communications Policy Update)

Council, by unanimous consent, received Peter Poole's Verbal Submission for the Corporate Record.

6.0 UNFINISHED BUSINESS

No Unfinished Business was scheduled as part of this meeting.

7.0 REPORTS

7.1 Briefing: 2021 Property Assessments for 2022 Taxation

FIN22-56 **Moved by** Mayor DiManno

That the Governance and Finance Committee receive the 2021 Property Assessments for 2022 Taxation Briefing for the Corporate Record.

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

MOTION CARRIED

Committee, by unanimous consent, recessed from 10:30 a.m. until 11:45 a.m.

Minutes approved by: On Original On Original



ROLL CALL:

Present: (6): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Pettigrew, Councillor Pelham, and Councillor Ram

7.2 Request for Direction: Communications Policy Update

FIN22-57 **Moved by** Councillor Canning

That the Governance and Finance Committee defer the Communications and Policy Update to Administration, to return to a future meeting of the Governance and Finance Committee, so as to investigate the possibility of separating the proposed Communications Policy into two different policies:

- A Council Policy directing Council; and
- An Administrative Policy directing Administration.

For (4): Councillor Canning, Councillor Christensen, Councillor Pettigrew, and Councillor Pelham
Against: (2): Mayor DiManno, and Councillor Ram

MOTION CARRIED

Committee, by unanimous consent, amended the agenda to bring forward Item 7.4 to be dealt with as the next item of business and postponed Item 7.3 to the next regular meeting of the Governance and Finance Committee.

7.3 Request for Direction: Sidewalk Seating Policy C7005 and Outdoor Merchandising Display Policy C121

Postponed to the next Regular Meeting of the Governance and Finance Committee.



7.4 Request for Direction: Parental Leave for Elected Officials

FIN22-58 **Moved by** Councillor Christensen

That the Governance and Finance Committee direct Administration to prepare a Parental leave Bylaw for Council's consideration based on direction given as part of the 2022 February 14 Virtual Regular Meeting of the Governance and Finance Committee.

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

MOTION CARRIED

FIN 22-60 **Moved by** Councillor Christensen

That the Governance and Finance Committee amend motion COU22-59 by deleting the numbers in ~~strikeout~~ and inserting the numbers underlined:

That the Governance and Finance Committee direct Administration to include the following in a proposed Parental Leave Bylaw:

a) For a Councillor giving birth:

- 8 weeks of health-related parental leave and;
- Up to an additional **18 12** weeks of parental leave (~~26 20~~ weeks total);

b) For a Councillor not giving birth:

- Up to **26 12** weeks of parental leave.

For (1): Councillor Christensen

Against: (5): Mayor DiManno, Councillor Canning, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION DEFEATED



FIN22-61 Moved by Councillor Pettigrew

That the Governance and Finance Committee amend motion COU22-59 by deleting the numbers in ~~strikeout~~ and inserting the numbers underlined:

That the Governance and Finance Committee direct Administration to include the following in a proposed Parental Leave Bylaw:

a) For a Councillor giving birth:

- 8 weeks of health-related parental leave and;
- Up to an additional ~~18~~ 15 weeks of parental leave (~~26~~ 23 weeks total);

b) For a Councillor not giving birth:

- Up to ~~26~~ 19 weeks of parental leave.

For (2): Councillor Christensen and Councillor Pettigrew

Against: (4): Mayor DiManno, Councillor Canning, Councillor Pelham, and Councillor Ram

MOTION DEFEATED

FIN22-59 **Moved by** Mayor DiManno

That the Governance and Finance Committee direct Administration to include the following in a proposed Parental Leave Bylaw:

a) For a Councillor giving birth:

- 8 weeks of health-related parental leave and;
- Up to an additional **18** weeks of parental leave (**26** weeks total);

b) For a Councillor not giving birth:

- Up to **26** weeks of parental leave.

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

MOTION CARRIED



FIN22-62 Moved by Councillor Pelham

That the Governance and Finance Committee direct Administration to include provisions in a proposed Parental Leave Bylaw that would require 6 weeks' notice to the Mayor and Town Manager for:

- a) The start date of the leave;
- b) The anticipated length of the parental leave;
- c) The estimated date of delivery or adoption; and
- d) The general nature of any exigent circumstances that do not allow for six weeks notice.

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

MOTION CARRIED

FIN22-63 Moved by Councillor Pelham

That the Governance and Finance Committee direct Administration to include provisions in a proposed Parental Leave Bylaw that would require a Parental Leave Agreement to include:

- a) Processes that will be implemented to ensure the Councillor's constituents are represented during the parental leave;
- b) Any tasks and duties the Councillor intends to continue to perform during all or part of the parental leave;
- c) Any workplace accommodations requested by the Councillor to balance their role as a parent with their responsibilities as a Councillor during or following the parental leave; and
- d) Approval and signature of the Mayor, Town Manager, any Councillor accepting responsibilities during the term of the leave, and the Councillor going on the leave.

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

MOTION CARRIED



FIN22-64 Moved by Mayor DiManno

That the Governance and Finance Committee direct Administration to include provisions in a proposed Parental Leave Bylaw that would include provisions for remuneration as follows:

- a) Parental leave remuneration equal to the current Employment Insurance maximum benefit entitlement; and
- b) In the case that a health-related portion (8 weeks for Councillor who is the birth parent) is directed – a top up to the full remuneration that the Councillor would have received when not on a leave.

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

MOTION CARRIED

FIN22-65 Moved by Councillor Canning

That the Governance and Finance Committee direct Administration to include provisions in a proposed Parental Leave Bylaw for the payment for benefits as follows:

- a) During the health related portion of parental leave – 100 per cent of premiums paid by the Town; and
- b) During parental leave – 100 per cent of premiums paid by the Town.

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

MOTION CARRIED

FIN22-66 Moved by Councillor Ram

That the Governance and Finance Committee direct Administration to include provisions in a proposed Parental Leave Bylaw that:

- a) The Bylaw will be reviewed during the last year of the term of Council; and
- b) Indicate that a public committee may review and provide recommendations to Council on parental leave for elected officials.

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

MOTION CARRIED



FIN22-67 Moved by Mayor DiManno

That the Governance and Finance Committee direct Administration to include provisions in a proposed Parental Leave Bylaw that:

- a) Would allow that if a pregnancy ends in a miscarriage or still birth within 16 weeks of the estimated due date, the Councillor is still entitled to the health-related portion of parental leave but is not entitled to parental leave;
- b) Would allow an extension to the approved parental leave may be granted with the support of the majority of Council.

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

MOTION CARRIED

8.0 CORRESPONDENCE

No Correspondence was considered at this meeting.

9.0 NEW/URGENT BUSINESS

No New/Urgent Business was considered at this meeting.

10.0 CONFIDENTIAL ITEMS

No Confidential Items were considered at this meeting.



11.0 ADJOURNMENT

FIN22-68 **Moved by** Councillor Pelham

That the Committee adjourn at 12:59 p.m.

ROLL CALL VOTE:

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

On Original

Corrie DiManno
Mayor

On Original

Libbey McDougall
Municipal Clerk