



**MINUTES OF THE REGULAR MEETING OF
THE GOVERNANCE AND FINANCE COMMITTEE MEETING
of the Town of Banff in the Province of Alberta
Monday, June 26, 2023, 9:00 a.m.**

MEMBERS PRESENT

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

MEMBERS ABSENT

Grant Canning	Councillor	
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ADMINISTRATION PRESENT

Kelly Gibson	Town Manager	
Jason Darrah	Director, Communications and Marketing	
Darren Enns	Director, Planning and Environment	
Adrian Field	Director, Engineering	(Remote Participation)
Alison Gerrits	Director, Community Services	
Paul Godfrey	Director, Operations	
Chris Hughes	Director, Corporate Services	
Barbara King	Director, Human Resources	(Remote Participation)
Michael Hay	Manager, Environmental Services	
Dorothee Esquerre	Manager, Finance	
Randall McKay	Manager, Strategic Initiatives + Special Projects	(Remote Participation)
Renée Lavergne	Information Governance Coordinator	(Remote Participation)
Lisa Lee	Executive Assistant, Mayor's Office	(Remote Participation)
Libbey McDougall	Municipal Clerk	



1.0 CALL TO ORDER

Present In Chamber: (5): Mayor DiManno, Councillor Christensen, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

Present Virtually: (1): Councillor Olver

Absent: (1): Councillor Canning

Mayor DiManno called the June 26, 2023, Regular Meeting of the Governance and Finance Committee to order at 9:01 a.m.

Councillor Pelham provided a land acknowledgment at today's meeting.

2.0 APPROVAL OF AGENDA

2.1 Agenda for the June 26, 2023, Regular Meeting of the Governance and Finance Committee

FIN23-115 **Moved by** Mayor DiManno

That the Agenda for today's meeting be amended by bringing forward Item 7.1, Briefing: 2023 Resident Satisfaction Survey Results, to be dealt with as the first Item of business following Section 5.0, Public Input on Regular Agenda Items.

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

MOTION CARRIED

FIN23-114 **Moved by** Councillor Ram

That the Agenda for the June 26, 2023, Regular Meeting of the Governance and Finance Committee be approved, **as amended**.

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

MOTION CARRIED



3.0 CONFIRMATION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

3.1 Minutes of the June 12, 2023, Regular Meeting of the Governance and Finance Committee

FIN23-116 **Moved by** Councillor Pelham

That the Minutes for the June 12, 2023, Regular Meeting of the Governance and Finance Committee be confirmed.

For: (6): Mayor DiManno, Councillor Christensen, 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

Mayor DiManno declared a pecuniary conflict of interest with respect to Item 7.5, Briefing, Update on Taxi Licences, as a member of her immediate family holds a taxi driver's license within the town of Banff. Mayor DiManno left the Meeting at 9:05 a.m. Although Councillor Olver, the current Deputy Mayor, was in attendance at the meeting, she was participating virtually. Procedures Bylaw 44-8 indicates in Section 7.32 c) states in part that: "The Member presiding at the Meeting must attend a Meeting in person, unless otherwise approved by Council or Committee by way of a majority vote." As such, Acting Mayor Pelham, who was present in the Chamber, assumed the chair.



Committee by unanimous consent, received the following Verbal Submissions for the Corporate Record:

5.2.1 Tim Powell (Item 7.5, Briefing: Update on Taxi Licenses)

5.2.2 Jeremy Powell (Item 7.5, Briefing: Update on Taxi Licenses)

Mayor DiManno returned to the meeting and assumed the chair at 9:29 a.m. after the Verbal Submissions and associated Council questioning had concluded. Councillor Pelham returned to her regular seat in Council at this time.

6.0 UNFINISHED BUSINESS

6.1 Request for Direction: Proposed Changes to Community Standards Bylaw 260 Re: Wildlife Attractants, Hiding Cover

Note: Committee dealt with Item 6.1, Request for Direction: Proposed Changes to Community Standards Bylaw 260 Re: Wildlife Attractants, Hiding Cover, following Item 7.1, Briefing: 2023 Satisfaction Survey Results.

FIN23-118 **Moved by** Mayor DiManno

That with respect to Recommendation 1 contained in Item 6.1, Request for Direction: Proposed Changes to Community Standards Bylaw 260 Re: Wildlife Attractants, Hiding Cover the following be approved:

That the Governance and Finance Committee:

1. Recommend that Council give three readings to an amending bylaw containing the proposed changes to Community Standards Bylaw 260 (Attachment 1);

For: (5): Mayor DiManno, Councillor Christensen, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED



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FIN23-119 **Moved by** Mayor DiManno

That with respect to Recommendation 2 contained in Item 6.1, Request for Direction: Proposed Changes to Community Standards Bylaw 260 Re: Wildlife Attractants, Hiding Cover the following be approved, **after amendment:**

That the Governance and Finance Committee:

2. **Direct Administration to return to a future meeting of the Governance and Finance Committee with a draft amending Bylaw to Schedule B of the Land Use Bylaw (Banff Design Guidelines) regarding trees/shrubs that constitute a significant wildlife attractant risk.**

For: (5): Mayor DiManno, Councillor Christensen, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

7.0 ADMINISTRATIVE REPORTS

7.1 Briefing: 2023 Resident Satisfaction Survey Results

Note: Item 7.1, Briefing: 2023 Resident Satisfaction Survey Results, was dealt with immediately following Section 5.0, Public Input on Approved Agenda Items, as per Motion FIN23-115.

Catherine Knaus, Director, Ipsos, addressed Committee with respect to Item 7.1, Briefing: 2023 Resident Satisfaction Survey Results.

FIN23-117 **Moved by** Mayor DiManno

That with respect to Item 7.1, Briefing: 2023 Resident Satisfaction Survey Results, the following be approved:

That **the Governance and Finance Committee receive** the 2023 Resident Satisfaction Survey Results Briefing for the Corporate Record.

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

MOTION CARRIED

Minutes approved by: On Original On Original



Committee recessed at 10:20 a.m. to reconvene at 10:35 a.m.

Committee reconvened at 10:35 a.m. with Mayor DiManno in the chair.

7.2 Briefing: 2023 First Quarter Forecast

Note: Item 7.2, Briefing: 2023 First Quarter Forecast, was dealt with following Item 6.1, Request for Decision: Proposed Changes to Community Standards Bylaw 260 Re: Wildlife Attractants, Hiding Cover.

FIN23-120 **Moved by** Mayor DiManno

That with respect to Item 7.2, Briefing: 2023 First Quarter Forecast, the following be approved:

That the 2023 First Quarter Forecast Briefing be received for the Corporate Record.

For: (5): Mayor DiManno, Councillor Christensen, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

7.3 Request for Direction: Review of Council Policy C1007, Council Member Appointments to Committees

FIN23-121 **Moved by** Mayor DiManno

That Attachment 1, Proposed Council Policy C1007-01, Council Member Appointments to BCCCs, be amended in Section 6.2, by adding the words “by the deadline outlined by the Municipal Clerk” following the words “and returned to the Municipal Clerk”.

For: (5): Mayor DiManno, Councillor Christensen, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED



FIN23-122 **Moved by** Mayor DiManno

That with respect to Item 7.3, Request for Direction: Review of Council Policy C1007, Council Member Appointments to Committees, the following be approved, **as amended**:

That the Governance and Finance Committee recommend that Council approve proposed Council Policy C1007-01, Council Member Appointments to Boards, Commissions, Committees, and Corporations (**amended** Attachment 1).

For: (5): Mayor DiManno, Councillor Christensen, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

7.4 Request for Direction: 2023-2024 Board, Committee, Commission and Corporation Recruitment Questions and Profiles

FIN23-123 **Moved by** Mayor DiManno

That Attachment 1, 2023-2024 BCCC Recruitment Questions, be amended as follows:

- In Section g) Development Appeal Board, by deleting question 3 in its entirety; and
- In Section h) Municipal Planning Commission, by deleting questions 4 and 5 in their entirety.

For: (5): Mayor DiManno, Councillor Christensen, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED



FIN23-124 **Moved by Mayor DiManno**

That with respect to Item 7.4, Request for Direction: 2023-2024 Board, Committee, Commissions, and Corporation Recruitment Questions and Profiles, the following be approved, **after amendment**:

That the Governance and Finance Committee:

1. Recommend that Council approve the 2023-2024 Board, Committee, Commission, and Corporation recruitment application questions (**amended** Attachment 1);
2. Recommend that Council approve the 2023-2024 Board, Committee, Commission, and Corporation recruitment profiles (Attachment 2); and
3. **Recommend that Council direct Administration to advertise for additional Assessment Review Board members as part of the 2023-2024 Annual Boards, Commissions, Committees, and Corporation Recruitment Campaign.**

For: (5): Mayor DiManno, Councillor Christensen, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

7.5 Briefing: Update on Taxi Licences

Mayor DiManno declared a pecuniary conflict of interest with respect to Item 7.5, Briefing, Update on Taxi Licences, as a member of her immediate family holds a taxi driver's license within the town of Banff. Mayor DiManno left the Meeting at 12:03 p.m. and Acting Mayor Pelham assumed the chair.

FIN23-126 **Moved by Councillor Pettigrew**

That Motion FIN23-125 be amended by adding the words “and further, that this Briefing not be sent to Council for further consideration” following the words “for the Corporate Record”.

For: (2): Councillor Christensen and Councillor Pettigrew
Against: (2): Acting Mayor Pelham and Councillor Ram

MOTION DEFEATED ON A TIE



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FIN23-125 **Moved by** Councillor Ram

That with respect to Item 7.5, Briefing: Update on Taxi Licences, the following be approved:

That the Governance and Finance Committee receive the Update on taxi Licences Briefing for the Corporate Record.

For: (4): Acting Mayor Pelham, Councillor Christensen, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

Mayor DiManno returned to the meeting at 12:43 p.m. after the discussion and subsequent vote on Item 7.5, Briefing: Update on Taxi Licences, had concluded. Councillor Pelham returned to her regular seat in Council at that time.

8.0 **NEW / URGENT BUSINESS**

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

9.0 **CONFIDENTIAL ITEMS**

No Confidential Items were scheduled as part of this meeting.

Minutes approved by: On Original On Original



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10.0 ADJOURNMENT

FIN23-127 **Moved by** Councillor Ram

That this meeting adjourn at 12:44 p.m.

For: (5): Mayor DiManno, Councillor Christensen, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

On Original

Corrie DiManno
Mayor

On Original

Libbey McDougall
Municipal Clerk

Minutes approved by: On Original On Original