



**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**of the Town of Banff in the Province of Alberta**  
**Monday, June 26, 2023, at 2:00 p.m.**

**COUNCIL MEMBERS PRESENT**

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

**COUNCIL MEMBERS ABSENT**

Grant Canning	Councillor
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**ADMINISTRATION PRESENT**

Kelly Gibson	Town Manager	
Jason Darrah	Director, Communications & Marketing	(Remote Participation)
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)
Randall McKay	Manager, Strategic Initiatives + Special Projects	(Remote Participation)
Amanda Arbuckle	Manager of Recreation Services	
Dorothee Esquerre	Manager, Finance	(Partial Remote Participation)
Dave Michaels	Manager, Planning Services	
Colin Harris	Recreation Initiative Coordinator	
Emma Sanborn	Development Planner	
Renée Lavergne	Information Governance Coordinator	(Remote Participation)
Lisa Lee	Executive Assistant	(Remote Participation)
Libbey McDougall	Municipal Clerk	

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## 1.0 CALL TO ORDER

Present in Chamber: (6): Mayor DiManno, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

Absent: (1): Councillor Canning

Mayor DiManno called the June 26, 2023, Regular Meeting of Council to order at 2:00 p.m.

Councillor Pelham gave a land acknowledgment at the commencement of today's meeting.

## 2.0 CONFIRMATION OF AGENDA

### 2.1 Agenda for the June 26, 2023, Regular Meeting of Council

A clerical correction was noted to page 2 of 5 of the Agenda Pages by deleting the date "June 12, 2023" wherever it occurs in Item 2.1 and substituting with the date "June 26, 2023".

COU23-172 **Moved by** Councillor Ram

That the Agenda for the June 26, 2023, Regular Meeting of Council be confirmed, **as corrected**.

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

**MOTION CARRIED**

### 2.2 2023 Council Workplan

Council, by unanimous consent, received the 2023 Council Workplan for the Corporate Record.

### 3.0 CONFIRMATION OF PREVIOUS COUNCIL MINUTES

#### 3.1 Minutes of the June 12, 2023, Regular Meeting of Council

COU23-173 **Moved by** Councillor Pelham

That the Minutes of the June 12, 2023, Regular Meeting of Council be confirmed.

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

**MOTION CARRIED**

### 4.0 INVITED PRESENTATIONS

No Invited Presentations were scheduled as part of this meeting.

### 5.0 PUBLIC INPUT ON AGENDA ITEMS

#### 5.1 Written Submissions

Councillor Pettigrew stated that in the past he has declared a pecuniary conflict of interest with respect to decisions relating to Bed and Breakfast homes as a member of his immediate family owns a bed and breakfast home. He further commented that in this instance, as the motion before Council was with respect to implementing a moratorium on new bed and breakfast homes, thereby not impacting existing businesses, and based on a legal opinion indicating the same, he would not recuse himself from discussion or voting with respect to Item 8.1, Notice of Motion: Issuances of New Bed and Breakfast Homes Business Licences.

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

- 5.1.1 Lee Garret: Public Submission Form, received June 21, 2023, (Item 7.4: Request for Decision: Recreational Facility Rental Fees)
- 5.1.2 Kerry-Lee Schultheis: Email and Letter received June 23, 2023, (Item 8.1: Notice of Motion: Issuance of New Bed and Breakfast Homes Business Licences)

Minutes approved by: On Original On Original

## 5.2 Verbal Submissions

### 5.2.1 April Wood (Item 8.1 Notice of Motion: Issuance of New Bed and Breakfast Homes Business Licences)

Council received April Wood's Verbal Submission with respect to Item 8.1, Notice of Motion: Issuance of New Bed and Breakfast Homes Business Licences, for the Corporate Record.

### 5.2.2 Dean Cooper, President, Banff Rotary Club (Item 7.4 Request for Decision: Rotary Park Renewal Maintenance Request)

Councillor Pettigrew declared a pecuniary conflict of interest with respect to Item 5.2.2, Dean Cooper, President, Banff Rotary Club (Item 7.4, Request for Decision: Rotary Park Renewal Maintenance Request) as he was a past president of the Rotary Club and currently serves on their Executive. Councillor Pettigrew left the Council meeting at 2:17 p.m. and returned at 2:24 p.m. after the Verbal Submission and associated Council questioning had concluded.

Council received Dean Cooper's Verbal Submission with respect to Item 7.4, Request for Decision: Rotary Park Renewal Maintenance Request, for the Corporate Record.

## 6.0 UNFINISHED BUSINESS

No Items of Unfinished Business were scheduled as part of this meeting.

## 7.0 ADMINISTRATIVE REPORTS

### 7.1 Request for Decision: Housing Accelerator Fund

COU23-174 **Moved by** Mayor DiManno

That with respect to Recommendation 1 contained in Item 7.1, Request for Decision: Housing Accelerator Fund, the following be adopted:

That Council:

1. Approve the Housing Accelerator Fund Action Plan (Attachment 1) and direct Administration to submit an application for funding to the Canada Mortgage and Housing Corporation on behalf of the Town of Banff.

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

**MOTION CARRIED**

COU23-175 **Moved by** Mayor DiManno

That with respect to Recommendation 2 contained in Item 7.1, Request for Decision: Housing Accelerator Fund, the following be adopted:

That Council:

2. Approve up to \$100,000 to be directed toward activities related to community consultation preparation, materials creation, and housing policy development, to be funded through the Cash in Lieu of Housing Reserve.

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

**MOTION CARRIED**



7.2 Request for Decision: Proposed Bylaw 473 - The Bow Valley Regional Emergency Management Bylaw

COU23-176 **Moved by** Councillor Pettigrew

That with respect to Item 7.2 Request for Decision: Proposed Bylaw 473 - The Bow Valley Regional Emergency Management Bylaw, the following be adopted:

That Bylaw 473 be introduced and read a first time.

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

**MOTION CARRIED**

COU23-177 **Moved by** Councillor Olver

That with respect to Item 7.2 Request for Decision: Proposed Bylaw 473 - The Bow Valley Regional Emergency Management Bylaw, the following be adopted:

That Bylaw 473 be read a second time.

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

**MOTION CARRIED**

COU23-178 **Moved by** Councillor Christensen

That with respect to Item 7.2 Request for Decision: Proposed Bylaw 473 - The Bow Valley Regional Emergency Management Bylaw, the following be adopted:

That authorization now be given to read Bylaw 473 a third time.

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

**MOTION CARRIED UNANIMOUSLY**

COU23-179 **Moved by** Councillor Pelham

That with respect to Item 7.2 Request for Decision: Proposed Bylaw 473 - The Bow Valley Regional Emergency Management Bylaw, the following be adopted:

That Bylaw 473 be read a third time.

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

**MOTION CARRIED**

7.3 Request for Decision: Rotary Park Renewal Maintenance Request

Councillor Pettigrew declared a pecuniary conflict of interest with respect to Item 7.4, Request for Decision: Rotary Park Renewal Maintenance Request, as he was a past president of the Rotary Club and currently serves on their Executive. Councillor Pettigrew left the Council meeting at 3:18 p.m. and returned at 3:30 p.m. after the discussion and subsequent votes on the Item were declared.

COU23-180 **Moved by** Mayor DiManno

That with respect to Item 7.3 Request for Decision: Rotary Park Renewal Maintenance Request, the following be adopted:

That Council:

1. Increase the annual operating budget in 2024 by \$14,600, \$87,300, in 2025 and \$89,000 in 2026 for the maintenance and servicing of Rotary Park; and
2. Direct Administration to enter into a 5-year operating agreement with the Rotary Club.

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

**MOTION CARRIED**

COU23-181 **Moved by Mayor DiManno**

That with respect to Item 7.3 Request for Decision: Rotary Park Renewal Maintenance Request, the following Motion Arising be adopted:

That Council direct Administration to work with the project team to have the following park amenities and fixtures, including model type and supplier, kept the same as current municipal practice:

- Trees and shrubs;
- Irrigation components;
- Benches and picnic tables;
- Waste and recycling receptacles;
- Washroom fixtures;
- Surfacing;
- Basketball nets and rims;
- Rink boards & netting;
- Pickleball nets; and
- Water fountains.

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

**MOTION CARRIED**

Council, by unanimous consent, brought forward Item 7.6, Verbal Briefing: Council Update, to be dealt with at this time.

7.4 Request for Decision: Recreational Facility Rental Fees

**Note:** Item 7.4, Request for Decision: Recreational Facility Rental Fees, was dealt with immediately following Item 7.6. Verbal Briefing: Council Update and the subsequent recess.



COU23-182 **Moved by** Councillor Pelham

That with respect to Item 7.4 Request for Decision: Recreational Facility Rental Fees, the following be adopted, **after amendment:**

**That Council direct Administration to return to a future meeting of Council with an amending bylaw to the 2023 Fees and Charges Bylaw that would make the Pavilion and Indoor Turf available to Banff residents at a 50 per cent reduction of the 2023 resident/ local rate.**

For: (3): Councillor Christensen, Councillor Pelham, and Councillor Pettigrew  
Against: (2): Mayor DiManno and Councillor Olver

**MOTION CARRIED**

7.5 Request for Decision: Proposed 2023 Supplementary Property Tax Bylaw 238-10

COU23-183 **Moved by** Councillor Olver

That with respect to Item 7.5, Request for Decision: Proposed 2023 Supplementary Property Tax Bylaw 238-10, the following be adopted:

That Bylaw 238-10 be introduced and read a first time.

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

**MOTION CARRIED**

COU23-184 **Moved by** Councillor Christensen

That with respect to Item 7.5, Request for Decision: Proposed 2023 Supplementary Property Tax Bylaw 238-10, the following be adopted:

That Bylaw 238-10 be read a second time.

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

**MOTION CARRIED**

COU23-185 **Moved by** Councillor Pettigrew

That with respect to Item 7.5, Request for Decision: Proposed 2023 Supplementary Property Tax Bylaw 238-10, the following be adopted:

That authorization now be given to read Bylaw 238-10 a third time.

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

**MOTION CARRIED UNANIMOUSLY**

COU23-186 **Moved by** Mayor DiManno

That with respect to Item 7.5, Request for Decision: Proposed 2023 Supplementary Property Tax Bylaw 238-10, the following be adopted:

That Bylaw 238-10 be read a third time.

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

**MOTION CARRIED**

7.6 Verbal Briefing: Council Update

**Note:** Council, by unanimous consent, brought forward Item 7.6, Verbal Briefing: Council Update, to be dealt with immediately following Item 7.3, Request for Decision: Rotary Park Renewal Maintenance Request.

Council announced that Councillor Ram would commence a paternal leave from her duties on Council as of July 01, 2023, and that she would return in January, 2024, in accordance with Bylaw 326, Parental Leave for Elected Officials. Council congratulated Councillor Ram and her partner who are about to become parents for the first time.

Council, by unanimous consent, received the Verbal Briefing for the Corporate Record.

Council recessed at 3:33 p.m. to reconvene at 3:48 p.m.

Council reconvened at 3:49 p.m. with Mayor DiManno in the chair.

## 8.0 NOTICE OF MOTION

### 8.1 Notice of Motion: Issuance of New Bed and Breakfast Homes Business Licences

COU23-188 **Moved by** Councillor Olver

That Motion COU23-187 be amended by adding the words “, with the exception of recognized heritage resources,” following the words “Bed and Breakfast Home business licences”.

For: (3): Mayor DiManno, Councillor Olver, and Councillor Pelham

Against: (2): Councillor Christensen and Councillor Pettigrew

**MOTION CARRIED**

COU23-187 **Moved by** Councillor Pelham

That with respect to Item 8.1, Notice of Motion: Issuance of New Bed and Breakfast Homes Business Licenses, the following be adopted, **as amended and after amendment:**

Now Therefore Be It Resolved that Council direct Administration to return to the July 10, 2023, Regular Meeting of Council with an amendment to the Business Licence Bylaw 22-10 imposing a temporary moratorium on issuing **net** new Bed and Breakfast Home business licences, **with the exception of recognized heritage resources**, until such time as an amending bylaw to the Land Use Bylaw relating to this topic has been given three readings by Council and received Ministerial consent;

And Further Be It Resolved that the proposed temporary moratorium to the Business Licence Bylaw be configured such that it would not apply to existing Bed and Breakfast Homes, Bed and Breakfast homes seeking renewal, or applications for Bed and Breakfast Home development permits received, processed, or a decision rendered prior to approval of this amending Bylaw.

For: (3): Mayor DiManno, Councillor Olver, and Councillor Pelham

Against: (2): Councillor Christensen and Councillor Pettigrew

**MOTION CARRIED**

## 9.0 COMMITTEE REPORTS

Council, by unanimous consent, received the following Committee Reports for the Corporate Record:

- 9.1 Approved Minutes of the April 27, 2023, Bow Valley Regional Housing Board Meeting
- 9.2 Approved Minutes of the January 19, 2023, Regular Meeting of the Banff Heritage Corporation
- 9.3 Approved Minutes of the April 12, 2023, Regular Meeting of the Bow Valley Regional Transit Services Commission
- 9.4 Approved Minutes of the April 19, 2023, Regular Meeting of the Community Art Committee

## 10.0 NEW/URGENT BUSINESS

No New/Urgent Business was introduced during this meeting.

## 11.0 CONFIDENTIAL ITEMS

- 11.1 Confidential Request for Decision: 2023 Community Grants Adjudication Recommendations

COU23-189 **Moved by** Mayor DiManno

That Council, pursuant to Sections 17 (Disclosure to personal privacy) and 19 (Confidential evaluations) of the *Freedom of Information and Protection of Privacy Act*, recess at 5:17 p.m., to the call of the chair, to reconvene in a closed meeting, to be conducted in the Council Chamber, to consider confidential matters with respect to Item 11.1, Confidential Request for Decision: 2023 Community Grants Adjudication Recommendations.

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

**MOTION CARRIED**

Minutes approved by: On Original On Original

Council reconvened in closed session at 5:19 p.m. with Mayor DiManno in the chair.

Council recessed in closed meeting at 5:36 p.m.

Council reconvened in public meeting at 5:37 p.m. with Mayor DiManno in the Chair.

Individuals in attendance during the closed meeting discussions regarding Item 11.1, Confidential Request for Decision: 2023 Community Grants Adjudication Recommendations:

Clerk: L. McDougall (Municipal Clerk)

Advice: K. Gibson (Town Manager), A. Gerrits (Director of Community Services), J. LaBonte (Community Development Coordinator)

Observer: S. Carr (Manager FCSS & Social Programs, Community Services)

COU23-190 **Moved by** Mayor DiManno

That Council rise and report.

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

**MOTION CARRIED**

Minutes approved by: On Original On Original

COU23-191 **Moved by** Councillor Olver

That with respect to Item 11.1, Confidential Request for Decision: 2023 Community Grants Adjudication Recommendations, the following be adopted:

That Council:

Adopt the recommendation of the Community Grants Committee to allocate a total of \$10,000 for Municipal Community Wellbeing Grans to the following recipients:

<b>Applicant</b>	<b>Project</b>	<b>Committee Recommendation</b>
Palliative Care Society of the BV	Volunteer Expansion and Deployment	\$2,500
artsPlace	Belonging and Connection Through the Arts	\$2,500
Bowstrings Heritage Foundation	An Indigenous Map of Banff-Walking/Biking Tour	\$2,500
Bow Valley Wellness, Recovery and Preparedness Coalition	See the Signs Campaign (Mental Health promotion)	\$2,500
	Total	\$10,000

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

**MOTION CARRIED**



**COU23-192 Moved by Councillor Pelham**

That with respect to Item 11.1, Confidential Request for Decision: 2023 Community Grants Adjudication Recommendations, the following be adopted:

That Council:

Adopt the recommendation of the Community Grants Committee to allocate a total of \$11,000 for FCSS Building Bridges Grans to the following recipients:

<b>Applicant</b>	<b>Project</b>	<b>Committee Recommendation</b>
Banff Skating Club	Coach Mentorship Program	\$2,000
Rochelle Rooney	Fun & Fitness w. Hula Hoops	\$1,000
Sulphur Court Condominium Association	Sulphur Court Island Beautification Project	\$2,000
BV Filipino Basketball League	Bow Valley Filipino Basketball League	\$2,000
Oesa Arts Magazine	Oesa Arts Showcasing	\$2,000
Local Love	Local Love Craft Workshops	\$2,000
	<b>Total</b>	<b>\$11,000</b>

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

**MOTION CARRIED**

Minutes approved by: On Original On Original

COU23-193 **Moved by** Councillor Olver

That with respect to Item 11.1 Confidential Request for Decision: 2023 Community Grants Adjudication Recommendations, the following be adopted:

That Council:

Adopt the recommendation of the Community Grants Committee to allocate a total of \$20,000 for Environmental Impact Grants to the following recipients:

Applicant	Project	Committee Recommendation
Covenant Foundation	Banff Mineral Springs Hospital Recycling/Waste Management Project	\$9,735
Banff Park Church	High Efficiency Equipment Upgrade	\$10,265

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

**MOTION CARRIED**

COU23-194 **Moved by** Mayor DiManno

That with respect to Item 11.1 Confidential Request for Decision: 2023 Community Grants Adjudication Recommendations, the following be adopted:

That Council direct that the Confidential Report and closed meeting discussions remain confidential pursuant to Sections 17 (Disclosure to personal privacy) and 19 (Confidential evaluations) of the *Freedom of Information and Protection of Privacy Act*.

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

**MOTION CARRIED**



## 12.0 CORRESPONDENCE

No Correspondence was received for this meeting.

## 13.0 ADJOURNMENT

COU23-195 **Moved by** Councillor Pettigrew

That this Council adjourn at 5:42 p.m.

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

**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