



**MINUTES OF THE VIRTUAL GOVERNANCE AND FINANCE COMMITTEE MEETING**  
**of the Town of Banff in the Province of Alberta**  
**Virtual Regular Meeting**  
**Monday, 2021 August 09, at 9:00 am**

**MEMBERS PRESENT**

Corrie DiManno	Councillor and Deputy Mayor	(Remote Participation)
Ted Christensen	Councillor and Acting Mayor	(Remote Participation)
Grant Canning	Councillor	(Remote Participation)
Chip Olver	Councillor	(Remote Participation)
Peter Poole	Councillor	(Remote Participation)
Brian Standish	Councillor	(Remote Participation)

**MEMBERS ABSENT**

Vacant	Mayor	(Remote Participation)
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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)
Chris Hughes	Director, Corporate Services	(Remote Participation)
Paul Godfrey	Director, Operations	(Remote Participation)
Barbara King	Director, Human Resources	(Remote Participation)
Randall McKay	Manager, Strategic Initiatives & Special Projects	(Remote Participation)
Andrea Stuart	Finance Manager	(Remote Participation)
Lisa Lee	Executive Assistant, Mayor's Office	(Remote Participation)
Tara Johnston	Legislative Advisor	(Remote Participation)
Libbey McDougall	Municipal Clerk	(Remote Participation)

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Approved 2021 September 13

Governance and Finance Committee Virtual Regular Meeting  
2021 August 09

## 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): Councillor Canning, Councillor Christensen, Deputy Mayor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

Absent (1): Mayor (Vacant)

Deputy Mayor DiManno called the virtual Regular Meeting of the Governance and Finance Committee to order at 9:03 a.m.

## 2.0 APPROVAL OF AGENDA

2.1 Agenda for the 2021 August 09 Virtual Regular Meeting of the Governance and Finance Committee

FIN21-213 **Moved by** Councillor Christensen

That the Agenda for the 2021 August 09 Virtual Service Review Meeting of the Governance and Finance Committee be approved.

For: (6): Councillor Canning, Councillor Christensen, Deputy Mayor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

Minutes approved by: On Original On Original



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

#### 3.1 Minutes of the 2021 July 12 Virtual Regular Meeting of the Governance and Finance Committee

FIN21-214 **Moved by** Councillor Standish

That Minutes of the 2021 July 12 Virtual Regular Meeting of the Governance and Finance Committee be adopted.

For: (6): Councillor Canning, Councillor Christensen, Deputy Mayor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**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

No Written Submissions were provided as part of this meeting.

#### 5.2 Verbal Submissions

5.2.1 Lee O'Donnell, Re: Item 7.2 Review of Policy C8002 – Video Recording and Live Streaming of Council Meetings

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



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## 6.0 UNFINISHED BUSINESS

No Unfinished Business was scheduled as part of this meeting.

## 7.0 REPORTS

- 7.1 Request for Direction: Proposed Council Policy C1011 – Governance of Board, Committee, Commission, and Corporation Public Member Appointments

FIN21-215 **Moved by** Councillor Poole

That with respect to Item 7.1, Proposed Council Policy C1011 – Governance of Board, Committee, Commission, and Corporation Public Member Appointments, the following be approved, **after amendment:**

That the Governance and Finance Committee recommend that Council approve proposed Policy C1011, The Governance of Board, Committee, Commission, and Corporation Public Member Appointments (Attachment 2), **with the following amendment:**

- **By deleting section 6.10 in its entirety and renumbering the remaining sections accordingly.**

For: (2): Councillor Christensen and Councillor Poole

Against: (4) Deputy Mayor DiManno, Councillor Canning, Councillor Olver, and Councillor Standish

**MOTION DEFEATED**

Minutes approved by: On Original On Original



FIN21-216 **Moved by** Councillor Poole

That with respect to Item 7.1, Proposed Council Policy C1011 – Governance of Board, Committee, Commission, and Corporation Public Member Appointments, the following be approved, **after amendment:**

That the Governance and Finance Committee recommend that Council approve proposed Policy C1011, The Governance of Board, Committee, Commission, and Corporation Public Member Appointments (Attachment 2), **with the following amendment:**

- **By adding a new Subsection 2.2 as follows:**

**Despite Section 6.13, this Policy also encourages communication between Council, BCCC, and Applicants by including the opportunity to for Applicants to consent to being contacted by Council, and or the BCCC, after the application process, on their application form.**

For: (2): Councillor Christensen and Councillor Poole

Against: (4) Deputy Mayor DiManno, Councillor Canning, Councillor Olver, and Councillor Standish

**MOTION DEFEATED**

FIN21-217 **Moved by** Deputy Mayor DiManno

That with respect to Item 7.1, Proposed Council Policy C1011 – Governance of Board, Committee, Commission, and Corporation Public Member Appointments, the following be approved:

That the Governance and Finance Committee recommend that Council approve proposed Policy C1011, The Governance of Board, Committee, Commission, and Corporation Public Member Appointments (Attachment 2), as presented.

For: (4) Deputy Mayor DiManno, Councillor Canning, Councillor Olver, and Councillor Standish

Against: (2): Councillor Christensen and Councillor Poole

**MOTION CARRIED**

Council recessed from 10:35 a.m. to 10:45 a.m.



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7.2 Request for Direction: Review of Policy C8002 – Video Recording and Live Streaming of Council Meetings

FIN21-218 **Moved by** Councillor Standish

That with respect to Item 7.2, Review of Policy C8002 – Video Recording and Live Streaming of Council Meetings, the following be approved, **after amendment**:

That the Governance and Finance Committee recommend that Council approve proposed Policy C8002-1, Video Recordings and Live Streaming of Legislated Meetings (Attachment 2), **with the following amendment**:

- **In Section 6.2, by adding the sentence “Such direction will only be given in exceptional circumstances.” following the words “inappropriate to be published.**

For: (6): Deputy Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

FIN21-219 **Moved by** Councillor Poole

That with respect to Item 7.2, Review of Policy C8002 – Video Recording and Live Streaming of Council Meetings, the following motion arising be approved:

That the Governance and Finance Committee direct Administration to return to Council with alternate wording options for Section 7.1 based on the feedback provided indicating the Committee’s desire to promote open democratic communications and accountability.

For: (6): Deputy Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

Minutes approved by: On Original On Original



7.3 Request for Direction: 110 Year Capital Reserve Analysis – Tax Funded Reserves

FIN21-220 **Moved by** Deputy Mayor DiManno

That with respect to Item 7.3, 110 Year Capital Reserve Analysis – Tax Funded Reserves, the following be approved, **after amendment**:

That the Governance and Finance Committee recommend that Council **approve a year over year increase for transfers to the reserves, for five years from 2024 to 2028 with the 2022 and 2023 transfers remaining consistent with the previously approved budget, while keeping all remaining years transfers would increase at the rate of inflation. (Option 1):**

Reserve	% Year Over Year Change (2024 to 2028)	Change to 2024 Estimated Budgeted Transfers (\$)	New 2024 Transfers	Estimated Budgeted 2024 Transfer
General Capital	4.25%	\$0.72M	\$4.50M	\$4.42M
Fleet	2.4%	(\$800)	\$0.46M	\$0.46M
Fire	(2.0%)	(\$0.014M)	\$0.31M	\$0.33M
Transit	0.0%	(\$0.007M)	\$0.28M	\$0.28M
<b>Total</b>		<b>\$0.050M</b>	<b>\$5.55M</b>	<b>\$5.5M</b>

For: (6): Deputy Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**



Approved 2021 September 13

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FIN21-221 **Moved by** Deputy Mayor DiManno

That with respect to Item 7.3, 110 Year Capital Reserve Analysis – Tax Funded Reserves, the following motion arising be approved:

That the Governance and Finance Committee direct Administration to return to the next Council with options for policy wording relating to these Capital Reserves and addressing any changes to the Reserve analysis arising from climate change concerns.

For: (6): Deputy Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

7.4 Briefing: Second Quarter Financial Statements & Forecast

FIN21-222 **Moved by** Deputy Mayor DiManno

That with respect to Item 7.4, Second Quarter Financial Statements & Forecast, the following be approved:

That the Governance and Finance Committee receive the Town of Banff Operating Financial Statements for the 6-months ending June 10, 2021, for the corporate record.

For: (6): Deputy Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

## 8.0 **CORRESPONDENCE**

No Correspondence was received for this meeting.

## 9.0 **NEW/URGENT BUSINESS**

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

Minutes approved by: On Original On Original





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## 10.0 CONFIDENTIAL ITEMS

No Confidential Items were considered as part of this meeting.

## 11.0 ADJOURNMENT

FIN21-223 **Moved by** Councillor Standish

That this meeting adjourn at 12:58 p.m.

For: (6): Deputy Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

On Original  
Corrie DiManno  
Deputy Mayor

On Original  
Libbey McDougall  
Municipal Clerk

Minutes approved by: On Original On Original