



**TOWN OF BANFF
GOVERNANCE AND FINANCE COMMITTEE
ORDER OF BUSINESS**

**Regular Meeting of the Governance and Finance Committee
Town of Banff Council Chamber and Zoom
Monday, March 13, 2023, at 9:00 a.m.**

PLEASE NOTE:

The March 13, 2023, Regular Meeting of the Governance and Finance Committee will be conducted both in-person in the Council Chamber, located at Banff Town Hall, and virtually using Zoom. The meeting will be live streamed on the internet, and recorded, in accordance with Council Policy C8002-1, Video Recording and Live Streaming of Legislated Meetings. It will be made available on the Town of Banff website.

Members of the Public may either attend the meeting in-person or watch the live stream of this at www.banff.ca/live

MEMBERS OF THE PUBLIC MAY PARTICIPATE IN EITHER/ BOTH OF THE FOLLOWING MANNERS:

- **Public wishing to make written submissions relating to approved Agenda Items may do so by emailing the Municipal Clerk at Municipal.Clerk@banff.ca prior to 12:00 p.m. noon, Friday, March 10, 2023.** Submissions received will be included in the Agenda package publicly available through www.banff.ca/AgendaCenter.
- **Written Submissions may be submitted in person at the meeting and will be included in the publicly available Agenda package posted after the conclusion of the meeting. If presenting in-person, twelve (12) copies of a Written Submission are required.**
- Personal information provided in submissions is collected under the authority of Procedures Bylaw 44-8 and Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* of Alberta, for the purpose of receiving public participation in municipal decision-making. If you have questions regarding the collection and use of your personal information, please contact the FOIP Coordinator at 403-762-1209 or at Banff Town Hall, Box 1260, Banff, Alberta, T1L 1A1;

AND/ OR

- Members of the public may speak to an approved Agenda item at the meeting **in person at the Banff Town Hall, in the Council Chamber, or virtually using, Zoom.**
- **To mitigate against the possibility of the meeting location changing to electronic only, members of the public who are wishing to speak to approved Agenda Items at the meeting during the 'Public Input' portion of the Agenda are encouraged to pre-register by contacting the Municipal Clerk at Municipal.Clerk@banff.ca or 403-762-1209 prior to 12:00 p.m. noon on Friday, March 10, 2023, to receive a Zoom Link.**
- Members of the public who wish to personally attend the meeting are also encouraged to pre-register in accordance with the guidelines noted above. Those who do not pre-register will be provided an opportunity to speak to approved Agenda items once all registered speakers have completed their presentations.
- Verbal Presentations are limited to five minutes.



1.0 CALL TO ORDER

In the spirit of respect and reciprocity, we acknowledge that we live, work, and play on the traditional territories of the Blackfoot Confederacy, Stoney Nakoda First Nation, Tsuut'ina First Nation, Métis Nation of Alberta Region 3, and all indigenous people who make their homes in the Treaty 7 region of Southern Alberta. The Bow Valley has also long been important to the Ktunaxa and Secwépemc First Nations who traditionally occupied lands and used the watersheds along the eastern slopes of the Rocky Mountains.

Council is committed to improving the Town's understanding of these Nations' interests and we recognize the land as an act of reconciliation and gratitude to those whose territory we reside on.

2.0 CONFIRMATION OF AGENDA

2.1 Agenda for the March 13, 2023, Regular Meeting of the Governance and Finance Committee

Administrative Recommendation:

That the Agenda for the March 13, 2023, Regular Meeting of the Governance and Finance Committee be confirmed.

3.0 CONFIRMATION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

3.1 Minutes of the February 27, 2023, Service Review Meeting of the Governance and Finance Committee

Administrative Recommendation:

That the Minutes of the February 27, 2023, Service Review Meeting of the Governance and Finance Committee be confirmed.

4.0 DELEGATIONS

None

5.0 PUBLIC INPUT ON APPROVED AGENDA ITEMS

5.1 Written Submissions

No Written Submissions have been received.

5.2 Verbal Submissions

No Pre-Registration Requests have been received.



6.0 UNFINISHED BUSINESS

None

7.0 ADMINISTRATIVE REPORTS

None

8.0 NEW / URGENT BUSINESS

None

9.0 CONFIDENTIAL ITEMS

9.1 Confidential Request for Direction: Increased Winter Sidewalk Maintenance

Held confidential pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

10.0 ADJOURNMENT



Regular Meeting of the Governance and Finance Committee
February 27, 2023

**MINUTES OF THE REGULAR MEETING OF
THE GOVERNANCE AND FINANCE COMMITTEE MEETING
of the Town of Banff in the Province of Alberta
Monday, February 27, 2023, 9:00 a.m.**

MEMBERS PRESENT

| | |
|-----------------|----------------------------------|
| Barb Pelham | Councillor and Presiding Officer |
| Hugh Pettigrew | Councillor |
| Kaylee Ram | Councillor |
| Ted Christensen | Councillor |

MEMBERS ABSENT

| | |
|----------------|-----------------------------|
| Corrie DiManno | Mayor |
| Grant Canning | Councillor and Deputy Mayor |
| Chip Olver | Councillor and Acting Mayor |

ADMINISTRATION PRESENT

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|----------------------|--|
| Alison Gerrits | Acting Town Manager; Director of Community Services |
| 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) |
| Darren Enns | Director, Planning and Development |
| Pierre-Hughes Gagnon | Acting Director, Engineering |
| Paul Godfrey | Director, Operations |
| Lisa Lee | Executive Assistant, Office of the Mayor (Remote Participation) |
| Renée Lavergne | Information Governance Coordinator (Remote Participation) |
| Libbey McDougall | Municipal Clerk |
| Kiersten McDonald | Legislative Advisor |

Minutes approved by: _____



Regular Meeting of the Governance and Finance Committee
February 27, 2023

1.0 CALL TO ORDER

Present In Chamber: (4): Presiding Officer Pelham, Councillor Pettigrew, Councillor Christensen, and Councillor Ram

Absent (3): Mayor DiManno, Councillor Canning, and Councillor Olver

Presiding Officer Pelham called the February 27, 2023, Regular Meeting of the Governance and Finance Committee to order at 9:00 a.m.

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

2.0 APPROVAL OF AGENDA

2.1 Agenda for the February 27, 2023, Regular Meeting of the Governance and Finance Committee

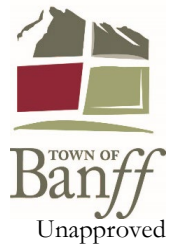
FIN23-44 **Moved by** Councillor Ram

That the Agenda for the February 27, 2023, Regular Meeting of the Governance and Finance Committee be approved.

For: (4): Presiding Officer Pelham, Councillor Pettigrew, Councillor Christensen, and Councillor Ram

MOTION CARRIED

Minutes approved by: _____



Regular Meeting of the Governance and Finance Committee
February 27, 2023

3.0 CONFIRMATION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

3.1 Minutes of the February 13, 2023, Regular Meeting of the Governance and Finance Committee

FIN23-45 **Moved by** Councillor Christensen

That Minutes of the February 13, 2023, Regular Meeting of the Governance and Finance Committee be confirmed.

For: (4): Presiding Officer Pelham, Councillor Pettigrew, Councillor Christensen, 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.

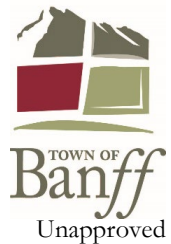
5.2 Verbal Submissions

No Verbal Submissions were provided as part of this meeting.

6.0 UNFINISHED BUSINESS

No Unfinished Business was scheduled as part of this meeting.

Minutes approved by: _____



Regular Meeting of the Governance and Finance Committee
February 27, 2023

7.0 ADMINISTRATIVE REPORTS

7.1 Briefing: 2022 Property Assessments for 2023 Taxation

FIN23-46 **Moved by** Councillor Pettigrew

That with respect to Item 7.1 Briefing: 2022 Property Assessments for 2023 Taxation, that the Governance and Finance Committee accept this briefing for the Corporate Record.

For: (4): Presiding Officer Pelham, Councillor Pettigrew, Councillor Christensen, and Councillor Ram

MOTION CARRIED

Committee recessed at 9:42 a.m. to reconvene at 9:47 a.m.

Committee reconvened at 9:47 with Presiding Officer Pelham in the chair.

7.2 Briefing: 2021 Facilities Energy and Emissions Annual Report

FIN23-47 **Moved by** Councillor Ram

That with respect to Item 7.2 Briefing: 2021 Facilities Energy and Emissions Annual Report, that the Governance and Finance Committee accept this briefing for the Corporate Record.

For: (4): Presiding Officer Pelham, Councillor Pettigrew, Councillor Christensen, and Councillor Ram

MOTION CARRIED

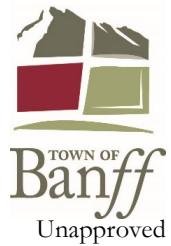
8.0 NEW / URGENT BUSINESS

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

9.0 CONFIDENTIAL ITEMS

No Confidential Items were included as part of this meeting.

Minutes approved by: _____



Regular Meeting of the Governance and Finance Committee
February 27, 2023

10.0 ADJOURNMENT

FIN23-48 **Moved by** Councillor Pettigrew

That this meeting adjourn at 10:50 a.m.

For: (4): Presiding Officer Pelham, Councillor Pettigrew, Councillor Christensen, and Councillor Ram

MOTION CARRIED

Barb Pelham
Presiding Officer

Kiersten McDonald
Legislative Advisor

Minutes approved by: _____