

GOVERNANCE & FINANCE COMMITTEE
ORDER OF BUSINESS
Town of Banff Council Chambers
Monday, June 24, 2019 at 9:00 a.m.

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

Recommendation:

That the governance and finance committee approve the agenda for the June 24, 2019 meeting.

3.0 ADOPTION OF PREVIOUS GOVERNANCE & FINANCE COMMITTEE MINUTES

3.1 Minutes of the June 10, 2019 Meeting of the Governance & Finance Committee

Recommendation:

That the governance and finance committee adopt the minutes of the June 10, 2019 meeting.

4.0 DELEGATIONS AND INVITED PRESENTATIONS

5.0 PUBLIC INPUT ON AGENDA ITEMS

6.0 UNFINISHED BUSINESS

7.0 REPORTS

8.0 CORRESPONDENCE

9.0 NEW/URGENT BUSINESS

10.0 CONFIDENTIAL ITEMS

10.1 **Advice from Officials – Policy Option Development - Council Code of Conduct Recommendation:**

That council move into a closed session in accordance with the Municipal Government Act section 197 and the Freedom of Information and Protection of Privacy Act section 24(1)(a).

FOIPP Section 24(1)(a) – the disclosure could reasonably be expected to reveal advice, proposal, recommendations, analyses or policy options developed by or for the public body.

11.0 ADJOURNMENT

Recommendation:

That the governance and finance committee adjourn the June 24, 2019 regular meeting of governance and finance committee.

Agenda prepared by: Tara Johnston-Lee

All recommendations as presented are for discussion purposes only, and should not be considered as the opinion or direction of the governance and finance committee.

MINUTES OF THE GOVERNANCE AND FINANCE COMMITTEE
of the Town of Banff in the Province of Alberta
Town Hall Council Chamber
Monday, June 10, 2019 at 9:00 am

COUNCIL MEMBERS PRESENT

Karen Sorensen	Mayor
Brian Standish	Councillor and Acting Mayor
Chip Olver	Councillor
Ted Christensen	Councillor
Peter Poole	Councillor
Corrie DiManno	Councillor

COUNCIL MEMBERS ABSENT

Grant Canning	Councillor and Deputy Mayor
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ADMINISTRATION PRESENT

Robert Earl	Town Manager
Nadine Setzer	Manager, Municipal Parks
Mark Breau	Manager, Streets
Darren Enns	Manager, Development Services
Randall McKay	Director, Planning and Development
Kelly Gibson	Director, Corporate Services
Dorothee Esquerre	Finance Officer
Alison Gerrits	Director, Community Services
Tara Johnston-Lee	Municipal Clerk

1.0 CALL TO ORDER

The Mayor called the June 10, 2019 governance and finance committee meeting to order at 9:00 am.

2.0 APPROVAL OF AGENDA

FIN19-47 Moved by Councillor Poole that the governance and finance committee approve the agenda for the June 10, 2019 meeting with the following amendment:

- Add 9.1 - Town Manager Recruitment

CARRIED

3.0 ADOPTION OF PREVIOUS GOVERNANCE & FINANCE COMMITTEE MINUTES

3.1. Minutes of the May 13, 2019 Meeting of the Governance & Finance Committee

FIN19-48 Moved by Councillor Standish that the governance and finance committee adopt the minutes of the May 13, 2019 with the following amendments:

- Motion 3.1 and FIN19-35 change May 13 to April 23
- Motions FIN19-43, 54 and 46 change a.m. to p.m.

CARRIED

Minutes approved by: _____

4.0 DELEGATIONS AND INVITED PRESENTATIONS

There were no delegations or presentations.

5.0 PUBLIC INPUT ON AGENDA ITEMS

5.1 Lee O'Donnell – Agenda Item 7.4 – Bed Breakfast Stakeholder and Community Input

Mr. O'Donnell spoke to his written submission that has been added to the agenda package for this meeting.

6.0 UNFINISHED BUSINESS

None considered.

7.0 REPORTS

7.1. Draft Commemorative Tree Program Policy

The governance and finance committee reviewed and provided feedback on draft Banff Commemorative Tree Program Policy. The policy will be presented to council for final consideration at a future meeting.

7.2. Snow and Ice Management - 2019

FIN19-49 Moved by Mayor Sorensen that the governance and finance committee direct administration to return with cost estimates during the 2019 service review on implementing a “roadway intersection clearing with increased maintenance program” for the 2019/2020 season for council’s consideration.

CARRIED

FIN19-50 Moved by Mayor Sorensen that the governance and finance committee direct administration to add a clause to Snow and Ice Policy C108-1, for council’s consideration, allowing the use of alternate products during extreme weather events while maintaining a balance between safety and environmental concerns.

CARRIED

Poole opposed

FIN19-51 Moved by Mayor Sorensen that the governance and finance committee direct administration to add a clause to Snow and Ice Policy C108-1, for council’s consideration, allowing the use of sodium chloride in limited quantities during specific weather conditions when it would be most effective reducing the repeated application of abrasives.

CARRIED

Poole opposed

FIN19-52 Moved by Mayor Sorensen that the governance and finance committee direct administration to return at service review with different options on alternate or one side of the street only parking for the winter months to be implemented as a trial for the 2019/2020 winter season for council’s consideration.

CARRIED

FIN19-53 Moved Councillor Poole that the governance and finance committee direct administration to return to council during service review with environmental management concerns associated with roadways and run off and with clarification as to areas of significant concern.

CARRIED

- FIN19-54 Moved by Councillor Christensen that the governance and finance committee direct administration to return to council during service review with the legal implications of regulating the use of chemicals for snow removal on private property.

CARRIED

The governance and finance committee unanimously agreed to consider agenda item 7.4 next.

7.4 Bed and Breakfast Stakeholder and Community Input

April Wood and Lee O'Donnell answered questions from council from the gallery.

- FIN19-55 Moved by Councillor Poole that the governance and finance committee direct administration to amend the working group terms of reference to state that that the meetings of the working group are open to public while allowing in camera meetings where necessary.

CARRIED

Sorensen and DiManno opposed

- FIN19-56 Moved by Mayor Sorensen that the governance and finance committee direct administration to amend the working group terms of reference to state that any public attending the meeting, attend as gallery to observe, and that all discussion within the meeting take place amongst the working group members, with public input allowed at the discretion of the facilitator.

CARRIED

Standish and Poole opposed

- FIN19-57 Moved by Councillor Poole that the governance and finance committee direct administration to amend the working group terms of reference by removing clause 3.2.

- FIN19-58 Moved by Mayor Sorensen that the governance and finance committee amend motion FIN19-57 by removing the following words in ~~strikeout~~ and inserting the words in underline: "that the governance and finance committee direct administration to amend the working group terms of reference by ~~removing~~ replacing clause 3.2. with "3.2 The report shall have a target date of October 1, 2019."

CARRIED

The vote followed on motion FIN19-57 as amended: that the governance and finance committee direct administration to amend the working group terms of reference by replacing clause 3.2. with "3.2 The report shall have a target date of October 1, 2019."

CARRIED

7.3 First Quarter Financial Statements & Forecast

The governance and finance committee received the operating financial statements for the 3 months ending March 31, 2019 as information.

7.5 Banff's 2018 Economic Impact

Received as information.

8.0 CORRESPONDENCE

None considered.

9.0 NEW/URGENT BUSINESS

9.1 Town Manager Recruitment

The committee discussed the use of executive search services for the recruitment for the CAO position.

10.0 CONFIDENTIAL ITEMS

None considered.

11.0 ADJOURNMENT

The governance and finance committee adjourned the June 10, 2019 regular meeting of governance and finance committee at 12:07 p.m.