



**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, 2022 July 11, at 9:00 a.m.**

PLEASE NOTE:

The 2022 July 11 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, Sunday, 2022 July 10.** 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 44-7 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 Sunday, 2022 July 10, 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.

Governance and Finance Committee Agenda prepared by: L. McDougall & K. McDonald
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.



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 APPROVAL OF AGENDA

2.1 Agenda for the 2022 July 11 Regular Meeting of the Governance and Finance Committee

Recommendation:

That the Agenda for the 2022 July 11 Regular Meeting of the Governance and Finance Committee be approved.

3.0 ADOPTION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

3.1 Minutes of the 2022 June 27 Regular Meeting of the Governance and Finance Committee

Recommendation:

That the Minutes of the 2022 June 27 Regular Meeting of the Governance and Finance Committee be adopted.

4.0 DELEGATIONS AND INVITED PRESENTATIONS

None



5.0 PUBLIC INPUT ON 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 REPORTS

None

8.0 CORRESPONDENCE

None

9.0 NEW/URGENT BUSINESS

10.0 CONFIDENTIAL ITEMS

10.1 Verbal Confidential Request for Direction: Snow and Ice Management Strategic Review

Verbal Request for Direction held confidential pursuant to Sections 23 (Local public body confidences) and 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

11.0 ADJOURNMENT



MINUTES OF THE GOVERNANCE AND FINANCE COMMITTEE MEETING
of the Town of Banff in the Province of Alberta
Regular Meeting of the Governance and Finance Committee
Monday, 2022 June 27, at 9:00 a.m.

MEMBERS PRESENT

Corrie DiManno	Mayor
Ted Christensen	Councillor and Deputy Mayor
Grant Canning	Councillor and Acting Mayor
Chip Olver	Councillor
Barb Pelham	Councillor
Hugh Pettigrew	Councillor

MEMBERS ABSENT

Kaylee Ram	Councillor
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ADMINISTRATION PRESENT

Kelly Gibson	Town Manager
Silvio Adamo	Director, Protective Services, Fire Chief (Remote Participation)
Jason Darrah	Director, Communications (Remote Participation) and Marketing
Darren Enns	Director, Planning & Development
Adrian Field	Director, Engineering (Remote Participation)
Allison Gerrits	Director, Community Services (Remote Participation)
Paul Godfrey	Director, Operations (Remote Participation)
Chris Hughes	Director, Corporate Services
Barbara King	Director, Human Resources (Remote Participation)
Randall McKay	Manager, Strategic Initiatives (Remote Participation)
Dave Michaels	Manager, Development Services
Libbey McDougall	Municipal Clerk
Lisa Lee	Executive Assistant, Mayor's Office (Remote Participation)
Renée Lavergne	Information Governance Coordinator (Remote Participation)
Kiersten McDonald	Legislative Advisor

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
2022 June 27

1.0 CALL TO ORDER

To confirm Members of the Governance and Finance Committee as present the following roll call was conducted:

ROLL CALL:

Present In Chamber: (6): Mayor DiManno, Councillor Canning, Councillor Pettigrew, Councillor Christensen, Councillor Pelham, and Councillor Olver

Mayor DiManno called the 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 2022 June 27 Regular Meeting of the Governance and Finance Committee

FIN22-141 **Moved by** Mayor DiManno

That the Agenda for the 2022 June 27 Regular Meeting of the Governance and Finance Committee be approved, **as amended, as follows:**

- **By bringing forward Item 7.2, Request for Direction: 2022-2023 Board, Committee, Commission and Corporation Recruitment Questions and Profiles, to be dealt with as the first Item of new business following Section 6.0, Public Input.**

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

MOTION CARRIED

Minutes approved by: _____



3.0 ADOPTION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

3.1 Minutes of the 2022 June 13 Regular Meeting of the Governance and Finance Committee

FIN22-142 **Moved by** Councillor Pettigrew

That the Minutes of the 2022 June 13 Regular Meeting of the Governance and Finance Committee be adopted.

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

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

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

- 5.1.1 Jacqueline and Robin Cowan: Email Re: Bed and Breakfast Regulation Changes - Comments/Questions for Governance Committee on June 27, Received 2022 June 22 (Item #: 7.1, RFD: Bed and Breakfast Regulations)

Minutes approved by: _____



- 5.1.2 Michael Waite and Caroline Allard: Letter Re: Public Input on Agenda items for the Regular Meeting of the Governance and Finance Committee, June 27, 2022, on Item #7.1, Received 2022 June 26 (Item #: 7.1, RFD: Bed and Breakfast Regulations)

5.2 Verbal Submissions

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

- 5.2.1 J.P Middleton (Item #: 7.1, RFD: Bed and Breakfast Regulations)
5.2.2 Lee O'Donnell (Item #: 7.1, RFD: Bed and Breakfast Regulations)
5.2.3 April Wood (Item #: 7.1, RFD: Bed and Breakfast Regulations)
5.2.4 Stavros Karlos (Item #: 7.1, RFD: Bed and Breakfast Regulations)

6.0 UNFINISHED BUSINESS

No Unfinished Business was scheduled as part of this meeting.

7.0 REPORTS

7.1 Request for Direction: Bed and Breakfast Regulations

Cllr. Pettigrew declared a pecuniary conflict of interest with respect to Item 7.1, Request for Decision: Bed and Breakfast Regulations, as his spouse operates a Bed and Breakfast within the town of. Councillor Pettigrew left the meeting at 10:00 a.m.

Committee recess at 10:00 a.m. to reconvene at 10:15 a.m.

Council reconvened at 10:16 a.m. with Mayor DiManno in the Chair

ROLL CALL:

Present: (5): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, and Councillor Pelham

Minutes approved by: _____



FIN22-147 **Moved by** Councillor Olver

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed definitions:

Accessory Guest Accommodation means a building, or portion thereof, within a residential district where sleeping facilities are offered to the traveling public, for a period of less than 30 days, for remuneration.

Bed and Breakfast Home means a single detached dwelling of an owner, or as joint tenants or tenants in common, who is an eligible resident of Banff National Park and resides therein as their principal residence and contains accessory guest accommodation in rooms for the purposes of supplying temporary living accommodation to the public, for a fee and held a valid Development Permit for this purpose on August 1, 2022.

Guest Bedroom means a room, or portion thereof, containing at least one permanent bed within Accessory Guest Accommodation intended for use by the traveling public.

Owner, Live-in means a person who is an eligible resident of Banff National Park who is either:

- a. A named individual lessee of the subject Crown land who resides therein as their principal residence;
- b. A shareholder of the corporation that is the lessee of the subject Crown land provided that the corporation has no more than two (2) shareholders who both reside therein as their principal residence; or,
- c. An individual who resides on, as their principal residence, the subject land, provided that the subject property contains a Municipal Historic Resource.

Minutes approved by: _____



Municipal Historic Resource means a building that is designated through bylaw as per the Historical Resources Act.

Bed and Breakfast Inn means a building or buildings, or portion thereof, located at:

- Lot: 23, Block: 3, Plan: 6719BC;
(Blue Mountain Lodge)
- Lot: 9, Block: 8, Plan: 6719BC;
(Banff Beaver Cabins)
- Lot: 6, Block: 27, Plan: 6719BC;
(Tan-y-bryn)
- Lot: 11 & 12, Block: 1, Plan: 6431JK;
(Elkhorn Lodge)
- Lot: 19, Block: 9, Plan: 6719BC;
(Rocky Mountain B&B)
- Lot: 16, Block: 7, Plan: 7106HU;
(Banff Boutique Inn)
- Lot: 26 Block: 23, Plan: 112HS; or,
(Hillside Bungalows)
- Lot: 6, Block: 10, Plan: 6719BC;
(Holiday Lodge)

Which contains at least one, and no more than 10, commercial accommodation units.

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

MOTION CARRIED

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
2022 June 27

FIN22-144 **Moved by** Councillor Canning

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed clauses:

Accessory Guest Accommodation shall only be located within single detached housing, a Municipal Historic Resource or accessory development providing that the accessory development would conform with the requirements as if it were a dwelling.

Accessory Guest Accommodation shall not be permitted when it results in a reduction to the number of dwellings on site unless the site contains a Municipal Historic Resource.

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

MOTION CARRIED

FIN22-145 **Moved by** Councillor Pelham

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed clauses:

Purpose Statement: As a centre for visitors to Banff National Park, the purpose of the specific use regulations for Accessory Guest Accommodation is to provide an opportunity for alternate visitor accommodation options while balancing the need for a comfortable living community for those persons who need to reside in the townsite. This is achieved by limiting and regulating Accessory Guest.

Accommodation to minimize potential impacts on limited housing supply and protect the residential nature of the districts in which they are located. As such, Accessory

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Guest Accommodation is to be accessory to the primary use of a site as the principal residence of the Live-in Owner.

Subject to section x.x.x, (the proposed clause below) the combined gross floor area for all guest bedrooms, indoor amenity areas and bathrooms intended for the exclusive use of the traveling public shall not occupy more than 40% of the gross floor area of all buildings on the site.

The combined gross floor area for all guest bedrooms, indoor amenity areas and bathrooms intended for the exclusive use of the traveling public for Accessory Guest Accommodation that was a Bed and Breakfast Home shall be limited to the previously approved combined gross floor area and shall not occupy more than 40% of the gross floor area of all buildings on the site by January 1st, 2025.

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

MOTION CARRIED

FIN22-146 **Moved by** Councillor Olver

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed clauses:

Subject to s.x.x.x (the clause that prohibits variances to this section), Accessory Guest Accommodation shall only be operated by the live-in owner and when the live-in owner is in actual residence.

Notwithstanding section xxx (clause above), Accessory Guest Accommodation may be operated while the live-in owner is absent in unforeseen circumstances only. In any case the live-in owner shall notify the Development Officer of the reason and duration of the absence at their earliest convenience.

When considering an application for the continued operation of a previously approved Accessory Guest Accommodation, the Development Authority shall consider the

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frequency, duration and reason that Accessory Guest Accommodation was operated when the live-in owner was absent. The Development Authority shall refuse an application for the continued operation of Accessory Guest Accommodation if, in their opinion, the frequency, duration and/or the reason for operation when the live-in owner was absent are inconsistent with the requirement that Accessory Guest Accommodation are an Accessory Use.

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

MOTION CARRIED

FIN22-147 **Moved by** Mayor DiManno

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed clauses:

Accessory Guest Accommodation within an accessory development may be used as a dwelling, provided it conforms with all requirements of this bylaw, for a period of no more than nine (9) consecutive months.

No Accessory Guest Accommodation shall contain an oven other than an oven intended for the use of the Live-in Owner.

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

MOTION CARRIED

Minutes approved by: _____



FIN22-148 **Moved by** Councillor Canning

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed clauses:

The combined total of all Accessory Guest Accommodations shall not exceed forty-two (42).

Notwithstanding s.x.x.x, the combined total of all Accessory Guest Accommodation shall not exceed fifty-seven (57) provided that, the approved Accessory Guest Accommodations that exceed forty-two (42) are located within a building that is a Municipal Historic Resource.

Accessory Guest Accommodation shall not be located:

- i. Adjacent to existing Accessory Guest Accommodation; or,
- ii. Within three (3) adjacent parcels on the same street.

Notwithstanding s.x.x.x, Accessory Guest Accommodation within a Municipal Historic Resource may be located adjacent to existing Accessory Guest Accommodation or within three (3) parcels on the same street.

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

MOTION CARRIED

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
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FIN22-149 **Moved by** Councillor Christensen

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed clauses:

In the event that the total combined number of permitted of Accessory Guest Accommodations has reached forty-two (42), not including those approved within a Municipal Historic Resource, and an allocation or allocations become available through notification of a leasehold assignment affecting a permitted Accessory Guest Accommodation, or a development permit for Accessory Guest Accommodation has been revoked or not renewed, then the Town shall:

- a. in the case of the leasehold assignment, cancel the previous owner's development permit for Accessory Guest Accommodation;
- b. advertise that there is available an unallocated development permit for Accessory Guest Accommodation; and
- c. accept any complete development permit applications received by a specified date for a Accessory Guest Accommodation provided that they comply with the location requirements of s.x.x.x.

If within 14 days of the date of advertising described in s.x.x.x more applications than allocations available are submitted for Accessory Guest Accommodation, the Town shall administer a lottery draw for the purpose of determining the order in which development permit applications are considered for approval. In the event that a development permit is refused and the appeal procedure described in s.4.15.0 has been exhausted, then the Town may consider the next application in the order determined by the lottery draw.

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

MOTION CARRIED

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
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FIN22-150 **Moved by** Councillor Christensen

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed clauses:

The Development Authority shall consider an application for Accessory Guest Accommodation only when the applicant is the current Live-in Owner.

Prior to issuance of a Development Permit for Accessory Guest Accommodation, the Live-in Owner shall provide a Statutory Declaration confirming the following:

- i. The property is the live-in owners primary residence and the Accessory Guest Accommodation will be operated as an Accessory Use only;
- ii. The live-in owner will be in residence while any Accessory Guest Accommodation is in operation;
- iii. The number and location of bedrooms (and maximum pillows) as per the approved development permit plans; and
- iv. The live-in owner is aware that non-compliance with the Development Permit may result in revocation of the Development Permit or other enforcement.

A Development Authority shall restrict the use of Accessory Guest Accommodation to a specific time period of no more than three (3) years. Before this time period expires, a new development permit application may be made to continue the use which shall be considered as if it were a new application.

The Town shall inspect Accessory Guest Accommodation at least once every five (5) years of operation to confirm that the site conforms with the respective Development Permit.

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

MOTION CARRIED

Minutes approved by: _____



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2022 June 27

FIN22-151 **Moved by** Mayor DiManno

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed clauses:

An application shall be accompanied by the processing fee with three sets of drawings to a metric scale satisfactory to a Development Officer, including one set of drawings reduced to 8½" x 11" sheets, comprised of the following:

Accessory Guest Accommodation Applications

- i. Confirmation that the applicant is the Live-in Owner;
- ii. brief description of home (number and dimensions of rooms available for guests, available parking, common space, amenities, bedrooms and areas for the exclusive use of the Live-in Owner);
- iii. floor plan of building and guest areas including common area and kitchen/dining including the maximum number of pillows (guests) per guest room;
- iv. site plan showing exterior landscaping, amenity areas, and parking;
- v. photos showing building exterior and interior including all rooms devoted to the Accessory Guest Accommodation operation; and,
- vi. any proposed signs.

The maximum number of pillows (guests) within Accessory Guest Accommodation shall be limited to two (2) per approved Guest Room plus an additional two (2).

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

MOTION CARRIED

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
2022 June 27

FIN22-152 **Moved by** Councillor Olver

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to draft an amending Land Use bylaw that includes the following proposed clauses:

No variances under s.4.7.0 shall be granted in respect of sections x.x.x, x.x.x and x.x.x (clauses related to live-in owner and quota allocation) by a Development Authority.

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

MOTION CARRIED

FIN22-153 **Moved by** Councillor Olver

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

The Governance and Finance Committee direct Administration to draft Land Use Bylaw amendments that would include the clauses:

The combined gross floor area of a Bed and Breakfast Inn that is intended for the use, in whole, or in part, by any guest, shall not exceed the existing combined gross floor area of a Bed and Breakfast Inn that is intended for use, in whole, or in part, by any guest.

Gross floor area of a Bed and Breakfast Inn that is intended for the use, in whole, or in part, by any guest, shall not be considered existing commercial gross floor area for the purposes of section 9 of this bylaw.

~~The most restrictive regulations of any district within this Bylaw shall apply to the development of a bed and breakfast inn in that district. (this existing clause would be~~

Minutes approved by: _____



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deleted which would result in Bed and Breakfast Inns being limited to the regulations of the district in which they're located.)

Bed and breakfast inns shall contain a dwelling for a resident owner or on-site manager.

An accessory dwelling shall be permitted only where the principal use of the site is Single Detached Housing, Duplex Housing or Bed and Breakfast Inn.

Off-street Parking Requirements

Bed and Breakfast Inns

In addition to the minimum parking requirements of all other residential uses on site, 1.0 parking stalls per commercial accommodation unit and 0.5 parking stalls per existing, unchanged, commercial accommodation unit.

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

MOTION CARRIED

FIN22-154 **Moved by** Councillor Olver

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

The Governance and Finance Committee direct Administration to return to Council, as part of the Request for Decision for Bed and Breakfast Land Use Bylaw amendments, with amendments that would include clauses addressing:

- a) Additional consideration of increased floor area for Bed and Breakfast Inns that are designated Municipal Historic Resources that are providing accessible units; and
- b) Requiring Bed and breakfast Inns to have a live in resident – owner or onsite manager.

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

MOTION CARRIED

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
2022 June 27

FIN22-155 **Moved by** Mayor DiManno

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

The Governance and Finance Committee recommend that Council direct Administration to return to a future meeting of Council, through the Governance and Finance Committee, with proposed amendments to the Business License Bylaw 22-10 that would include specific penalties, to act as a deterrent, for unapproved Accessory Guest Accommodation.

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

MOTION CARRIED

FIN22-156 **Moved by** Councillor Pelham

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

The Governance and Finance Committee recommend that Council direct Administration, in accordance with the Section 297(2) of the *Municipal Government Act*, to return to Council, through the Governance and Finance Committee, with a proposed bylaw for the creation of a separate assessment sub-classification for Accessory Guest Accommodation.

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

MOTION CARRIED

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
2022 June 27

FIN22-157 **Moved by** Mayor DiManno

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

The Governance and Finance Committee direct Administration to seek additional comments from legal counsel and Parks Canada on proposed amendments prior to first reading.

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

MOTION CARRIED

FIN22-158 **Moved by** Mayor DiManno

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance Finance Committee recommend that Council direct Administration to conduct informational engagement sessions with members of the public and stakeholders, including all current bed and breakfast owners and operators, no later than 2022 October, and that these engagements sessions will be funded through the Budget Stabilization Reserve in an amount of up to \$3000.

And further, that this motion be forward to Council as Urgent Business for consideration as part of the 2022 June 27 Regular meeting of Council.

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

MOTION CARRIED

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
2022 June 27

FIN22-159 **Moved by** Councillor Pelham

That with respect to Item 7.1, Request for Direction: Bed and Breakfasts Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to return to Council, through the Governance and Finance Committee, with a proposed amending Land Use Bylaw no later than 2022 Q4.

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

MOTION CARRIED

7.2 Request for Direction: 2022-2023 Board, Committee, Commission and Corporation Recruitment Questions and Profiles

Note: Item #: 7.2, Request for Direction: 2022-2023 Board, Committee, Commission, and Corporation Recruitment Questions and Profiles, was dealt with prior to Item #: 7.1, Request for Direction: Bed and Breakfasts, as per Motion COU22-141.

FIN22-143 **Moved by** Mayor DiManno

That with respect to Item 7.2, Request for Direction: 2022-2023 Board, Committee, Commission and Corporation Recruitment Questions and Profiles, the following be approved:

That Attachment 1, Proposed 2022-2023 BCCC Recruitment Questions, be amended, as follows:

- Page 2 of 3, section c), 'Banff Housing Corporation Board', by deleting question iii) in its entirety;
- Page 2 of 3, Section e), 'Community Art Committee', by adding a new question ii) as follows:

What do you love about public art?

Minutes approved by: _____



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- Page 2 of 3, section f), ‘Community Grants Committee’, by deleting the words “None submitted by Administration at this time” and substituting with the following question i):

Why do you feel it is important to support the community of Banff by way of community grants?

- Page 3 of 3, section h), ‘Municipal Planning Commission’, question iii), by adding the words “in Banff” following the words “in the past 5-10 years”.

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

MOTION CARRIED

FIN22-144 **Moved by** Councillor Pelham

That with respect to Item 7.2, Request for Direction: 2022-2023 Board, Committee, Commission and Corporation Recruitment Questions and Profiles, the following be approved, **as amended**:

That the Governance and Finance Committee recommend that Council amend:

1. The 2022-2023 Board Committee, Commission, and Corporation recruitment application questions (**Amended** Attachment 1); and
2. The 2022-2023 Board, Committee, Commission, and Corporation recruitment profiles (Attachment 2).

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

MOTION CARRIED

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
2022 June 27

FIN22-145 **Moved by** Councillor Pelham

That with respect to Item 7.2, Request for Direction: 2022-2023 Board, Committee, Commission and Corporation Recruitment Questions and Profiles, the following be approved:

The Governance and Finance Committee direct Administration to return to Council, as part of the Request for Decision (RFD) for the 2022-2023 Board, Committee, Commission and Corporation Recruitment Questions and Profiles, with amended wording for the Assessment Review Board Profile, contained in Attachment 2, that better outlines member eligibility.

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

MOTION CARRIED

FIN22-146 **Moved by** Mayor DiManno

That with respect to Item 7.2, Request for Direction: 2022-2023 Board, Committee, Commission and Corporation Recruitment Questions and Profiles, the following be approved:

The Governance and Finance Committee recommend that Council direct Administration to engage with the Banff Public Library Board with respect to the possibility of amending the age criteria of their membership from a minimum age of 18 to a minimum age of 16 and to return to a future meeting of Council with potential amendments to the Library Board Bylaw 67-2.

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

MOTION CARRIED

8.0 CORRESPONDENCE

No Correspondence was received for this meeting.

Minutes approved by: _____



Governance and Finance Committee Regular Meeting
2022 June 27

9.0 NEW/URGENT BUSINESS

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

10.0 CONFIDENTIAL ITEMS

No Confidential Items were scheduled as part of this meeting.

11.0 ADJOURNMENT

FIN22-160 **Moved by** Councillor Christensen

That this meeting adjourn at 1:11 p.m.

ROLL CALL VOTE:

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

MOTION CARRIED

Corrie DiManno
Mayor

Kiersten McDonald
Legislative Advisor

Minutes approved by: _____