

**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**of the Town of Banff in the Province of Alberta**  
**Town Hall Council Chamber**  
**Monday, 2020 March 09, at 2:00 pm**

**COUNCIL MEMBERS PRESENT**

Karen Sorensen	Mayor
Chip Olver	Councillor and Acting Mayor
Grant Canning	Councillor
Ted Christensen	Councillor
Corrie DiManno	Councillor
Peter Poole	Councillor

**COUNCIL MEMBERS ABSENT**

Brian Standish	Councillor and Deputy Mayor
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**ADMINISTRATION PRESENT**

Kelly Gibson	Town Manager
Jason Darrah	Director, Communications
Darren Enns	Director, Planning & Development
Adrian Field	Director, Engineering
Alison Gerrits	Director, Community Services
Paul Godfrey	Director, Operations
Chris Hughes	Director, Corporate Services
Barbara King	Director, Human Resources
Libbey McDougall	Municipal Clerk

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**1.0 CALL TO ORDER**

Mayor Sorensen called the 2020 March 09 Regular Meeting of Council to order at 2:01 p.m.

Minutes approved by: \_\_\_\_\_

## 2.0 APPROVAL OF AGENDA

### 2.1 Agenda for the 2020 March 09 Regular Meeting of Council

COU20-66 **Moved by** Councillor Olver

That the Agenda for the 2020 March 09 Regular Meeting of Council be approved.

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

**MOTION CARRIED**

### 2.2 **2020 Council Workplan**

Council, by unanimous consent, received the 2020 Council Workplan for the Corporate Record.

## 3.0 ADOPTION OF PREVIOUS COUNCIL MINUTES

### 3.1 Minutes of the 2020 February 24 Regular Meeting of Council

COU20-67 **Moved by** Councillor DiManno

That the Minutes of the 2020 February 24 Regular Meeting of Council be adopted.

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

**MOTION CARRIED**

## 4.0 INVITED PRESENTATIONS

There were no Invited Presentations scheduled as part of this meeting.

## 5.0 DELEGATIONS

There were no Delegations scheduled as part of this meeting.

## 6.0 PUBLIC INPUT ON AGENDA ITEMS

### 6.1 Written Submissions

No Written Submissions were received at this meeting.

### 6.2 Oral Submissions

Council heard Oral Submissions from Stavros Karlos with respect to the following items:

- Item 8.5, Request for Decision: Streetscape Design Guidelines; and
- Item 8.7, Request for Decision: St. Julien Road Reconstruction Project Update and Scope Options.

## 7.0 UNFINISHED BUSINESS

There was no Unfinished Business scheduled as part of this meeting.

## 8.0 BYLAWS AND STAFF REPORTS

### 8.1 Request for Decision: Second and Third Reading of Bylaw 428 – Borrowing Bylaw – Biomass District Heating System

COU20-68 **Moved by** Mayor Sorensen

That with respect to Item 8.1, Second and Third Reading of Bylaw 428 – Borrowing Bylaw – Biomass District Heating System, the following be adopted:

That Bylaw 428 be read a second time.

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

**MOTION CARRIED**

Minutes approved by: \_\_\_\_\_

COU20-69 **Moved by** Councillor Olver

That with respect to Item 8.1, Second and Third Reading of Bylaw 428 – Borrowing Bylaw – Biomass District Heating System, the following be adopted:

That Bylaw 428 be read a third time.

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

**MOTION CARRIED**

8.2 Request for Decision: Three Readings of Bylaw 432 – Borrowing Bylaw – Bear Street Reconstruction

Councillor Poole declared a pecuniary interest with respect to Motions COU20-70, COU20-71, COU20-72, and COU20-73 and abstained from discussion and voting, as he is a commercial partner in a business located on Caribou Street and a business and building owner on Bear Street. Councillor Poole left the Council Chamber at 2:09 p.m. and returned at 2:13 p.m. after the vote was declared.

COU20-70 **Moved by** Mayor Sorensen

That with respect to Item 8.2, Three Readings of Bylaw 432 – Borrowing Bylaw – Bear Street Reconstruction, the following be adopted:

That Bylaw 432 be introduced and read a first time.

For: (4): Mayor Sorensen, Councillor Canning, Councillor DiManno, and Councillor Olver  
Against: (1): Councillor Christensen

**MOTION CARRIED**

COU20-71 **Moved by** Councillor Olver

That with respect to Item 8.2, Three Readings of Bylaw 432 – Borrowing Bylaw – Bear Street Reconstruction, the following be adopted:

That Bylaw 432 be read a second time.

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

Against: (1): Councillor Christensen

**MOTION CARRIED**

COU20-72 **Moved by** Mayor Sorensen

That with respect to Item 8.2, Three Readings of Bylaw 432 – Borrowing Bylaw – Bear Street Reconstruction, the following be adopted:

That authorization now be given to read Bylaw 432 a third time.

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

**MOTION CARRIED UNANIMOUSLY**

COU20-73 **Moved by** Councillor Canning

That with respect to Item 8.2, Three Readings of Bylaw 432 – Borrowing Bylaw – Bear Street Reconstruction, the following be adopted:

That Bylaw 432 be read a third time.

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

Against: (1): Councillor Christensen

**MOTION CARRIED**

8.3 Request for Decision: Engineering Study for Cogeneration Unit at the Wastewater Treatment Plant

COU20-74 **Moved by** Councillor Olver

That with respect to Item 8.3, Engineering Study for Cogeneration Unit at the Wastewater Treatment Plant, the following be adopted:

That Council approve a one-time \$15,000 transfer from the Environmental Reserve to support engineering analysis for a possible cogeneration unit at the Wastewater Treatment Plant.

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

**MOTION CARRIED**

8.4 Request for Decision: Municipal Census 2020

COU20-75 **Moved by** Councillor Canning

That with respect to Item 8.4, Municipal Census 2020, the following be adopted:

That Council direct administration to proceed with a municipal census in 2020.

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

**MOTION CARRIED**

8.5 Request for Decision: Streetscape Design Guidelines

COU20-76 **Moved by** Councillor DiManno

That with respect to Item 8.5, Streetscape Design Guidelines, the following be adopted:

That Council adopt the Streetscape Design Guidelines, attached to Item 8.5, as a guiding document to help inform the design and construction of street redevelopment projects in Banff.

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

**MOTION CARRIED**

8.6 Request for Decision: Roadway Project Prioritization Model Updates

COU20-77 **Moved by** Councillor Canning

That with respect to Recommendation 2 contained in Item 8.6, Roadway Project Prioritization Model Updates, the following be adopted:

That Council:

2. Adopt a new parameter relating to overhead utility burial in the asset management model for prioritizing roadway reconstruction projects in the ten-year capital budget.

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

**MOTION CARRIED**

COU20-78 **Moved by** Mayor Sorensen

That with respect to Recommendation 1 contained in Item 8.6, Roadway Project Prioritization Model Updates, the following be adopted, **after amendment**:

That Council:

1. Maintain the parameters **and associated relative weights** used in the asset management model for prioritizing roadway reconstruction projects in the ten-year capital budget.

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

**MOTION CARRIED**

COU20-79 **Moved by** Mayor Sorensen

That with respect Item 8.6, Roadway Project Prioritization Model Updates, Council adopt a new Recommendation 3, after amendment, as follows:

3. **Direct administration to return to Council with additional information concerning impacts of the following proposed relative weights compared to Table 1, contained in the attachment to Item 8.6, should they be assigned to the new parameter relating to overhead utility burial in the asset management model for prioritizing roadway reconstruction projects:**

- 2.5;
- 2.0;
- 1.5;
- 1.0; and
- 0.5

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

**MOTION CARRIED**

Council, by unanimous consent, recessed at 3:38 p.m. and reconvened at 3:47 p.m. with Mayor Sorensen in the Chair.

Minutes approved by: \_\_\_\_\_



8.7 Request for Decision: St. Julien Road Reconstruction Project Update and Scope Options

Councillor Poole stated that although he is a resident of St. Julien Road he would be participating in discussion and voting on this item as a concept design has not yet been determined. Council raised no objections.

COU20-80 **Moved by Mayor Sorensen**

That with respect Recommendation 1 contained in Item 8.7, St. Julien Road Reconstruction Project Update and Scope Options, the following be adopted, **after amendment**:

That Council:

1. Direct Administration **to include** improvements to the pedestrian trail that links Caribou Street to St. Julien Road in the scope of this project.

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

**MOTION CARRIED**

COU20-81 **Moved by Mayor Sorensen**

That with respect Recommendation 2 contained in Item 8.7, St. Julien Road Reconstruction Project Update and Scope Options, the following be adopted:

That Council:

1. Direct administration to proceed with public engagement based on gaining feedback on the concept design that is guided by the Streetscape Design Guidelines and the various scope and layout options presented in this report.

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

**MOTION CARRIED**

## 9.0 COMMITTEE REPORTS

### 9.1 Receive for the Corporate Record: Approved Minutes of the 2020 February 12 Regular Meeting of the Municipal Planning Commission

Council, by unanimous consent, received the approved Minutes from the 2020 February 12 Regular Meeting of the Municipal Planning Commission for the Corporate Record.

### 9.2 Receive for the Corporate Record: Approved Minutes of the 2019 December 19 Regular Meeting of the Bow Valley Regional Housing Board of Directors and the 2020 February Occupancy & Waitlist Report

Council, by unanimous consent, received the approved Minutes from the 2019 December 19 Regular Meeting of the Bow Valley Regional Housing Board of Directors and the 2020 February Occupancy & Waitlist Report for the Corporate Record.

## 10.0 CORRESPONDENCE

### 10.1 Lesley Young – Horse Trail

An email, written by Amanda Arbuckle, Recreation Manager with the Town of Banff, Re: Horse Trail, dated 2020 March 03, was received for the Corporate Record with respect to Item 10.1, Correspondence: Lesley Young – Horse trail.

Council, by unanimous consent, received Lesley Young's Correspondence, Re: Horse Trail, for the Corporate Record.

## 11.0 NEW/URGENT BUSINESS

No New/Urgent Business was submitted at this meeting.

## 12.0 CONFIDENTIAL ITEMS

### COU20-82 **Moved by** Mayor Sorensen

That Council recess at 4:27 p.m., to the call of the chair, and reconvene in closed meeting, in the Council Boardroom, pursuant to Sections 17 (Disclosure to personal privacy) and 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*, , to consider confidential matters with respect to Item 12.1, Confidential Council Conduct Process Issue.

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

**MOTION CARRIED**

Council reconvened in closed meeting at 4:35 p.m. with Acting Mayor Olver in the chair.

Council recessed, in closed meeting at 6:12 p.m. and reconvened in public meeting at 6:16 p.m. with Acting Mayor Olver in the chair.

### COU20-83 **Moved by** Acting Mayor Olver

That Council rise and report.

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

**MOTION CARRIED**

Pursuant to Section 3.6 of Procedures Bylaw 44-7, Council, by unanimous consent, suspended Section 4.9 in order to complete the remainder of today's agenda.

12.1 Confidential Request for Decision: Confidential Council Conduct Process Issue

One confidential document was distributed and one confidential document was received for the Corporate Record with respect to item 12.1 Confidential Council Conduct Process Issue.

Administration in attendance during the closed meeting discussions with respect to Item 12.1, Confidential Council Conduct Process Issue:

Clerk: L. McDougall.  
Advice: K. Gibson and C. Hughes  
Observers: B. King

COU20-84 **Moved by** Councillor Poole

That with respect to Item 12.1, Confidential Council Conduct Process Issue, the following be adopted:

That Council:

1. Approve Confidential Recommendations 1 and 2, as contained in the Confidential Addendum to the Minutes of the 2020 March 09 Regular Meeting of Council;
2. Direct Administration to return to the closed meeting of Council during the 2020 March 23 Regular Meeting with a confidential update on the matter; and
3. Direct that the confidential report, attachments, distribution, addendum to the minutes, and closed meeting discussions remain confidential pursuant to Sections 17 (Disclosure to personal privacy) and 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

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

**MOTION CARRIED**

### 13.0 ADJOURNMENT

COU20-85     **Moved by** Councillor Canning

That this Council adjourn at 6:18 p.m.

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

**MOTION CARRIED**

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Chip Olver  
Acting Mayor

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Libbey McDougall  
Municipal Clerk

Minutes approved by: \_\_\_\_\_