



Unapproved

Town of Banff Virtual Regular Council Meeting  
2021 April 26

**MINUTES OF THE VIRTUAL REGULAR MEETING OF COUNCIL  
of the Town of Banff in the Province of Alberta  
Virtual Council Meeting  
Monday, 2021 April 26, at 2:00 pm**

**COUNCIL MEMBERS PRESENT**

Karen Sorensen	Mayor	(Remote Participation)
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)

**COUNCIL MEMBERS ABSENT**

None

**ADMINISTRATION PRESENT**

Kelly Gibson	Town Manager	(Remote Participation)
Silvio Adamo	Director, Emergency Management, Director, Protective Services, and Fire Chief	(Remote Participation)
Jason Darrah	Director, Communications & Marketing	(Remote Participation)
Darren Enns	Director, Planning & Development	(Remote Participation)
Adrian Field	Director, Engineering	(Remote Participation)
Chris Hughes	Director, Corporate Services	(Remote Participation)
Alison Gerrits	Director, Community Services, and Deputy Director Emergency Management	(Remote Participation)
Paul Godfrey	Director, Operations	(Remote Participation)
Barbara King	Director, Human Resources	(Remote Participation)
Randall McKay	Manager, Strategic Initiatives & Special Projects)	(Remote Participation)
Dave Michaels	Manager, Development Services	(Remote Participation)
Andrea Stuart	Manager of Finance	(Remote Participation)
Lisa Lee	Executive Assistant, Mayor's Office	(Remote Participation)
Tara Johnston	Legislative Advisor	(Remote Participation)
Libbey McDougall	Municipal Clerk	(Remote Participation)

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

## 1.0 CALL TO ORDER

To confirm Members of Council, who all participated virtually due to the ongoing COVID-19 Pandemic, as present, the following roll call was conducted:

### ROLL CALL:

Present: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

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

## 2.0 APPROVAL OF AGENDA

### 2.1 Agenda for the 2021 April 26 Virtual Public Hearing and Regular Meeting of Council

COU21-136 **Moved by** Mayor Sorensen

That the Agenda for today's meeting be amended as follows:

- By bringing forward Item 8.1, 2020 Audited Consolidated Financial Statements, to be heard immediately following Item 7.1, 2020 Financial Results; and
- By bringing forward Item 7.3, Lesley Young: Email Re: Bear Street Reconstruction Review Report, Received 2021 March 23, to be heard immediately following Item 7.6, Bear Street Stakeholders: Letter, Received 2021 April 07.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

**COU21-137 Moved by Councillor Poole**

That the Agenda for today's meeting be further amended by bringing forward the following Items to be postponed to the 2021 May 10 Virtual Regular Meeting of Council

- Item 10.1, Nowana Payne: Letter, Dated 2021 March 30; and
- Item 10.2, Alison Douglas: Letter Re: Train Whistle Blowing, Dated 2021 April 01.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

**COU21-138 Moved by Councillor Christensen**

That the Agenda for the 2021 April 26 Virtual Public Hearing and Regular Meeting of Council be approved, **as amended**.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

**PUBLIC HEARING:**

**Bylaw 431 – Land Use Bylaw Amendment Administration of Development Permits**

The Public Hearing was called, and the following individuals addressed Council with respect to Bylaw 431:

1. April Wood suggested that the proposed Bylaw would preclude potential applicants from being able to apply for Bed & Breakfast development permit applications unless they are the current owner of the property. She requested Council consider rewording section 4.3.0 to ensure the wording is very clear so as not to preclude potential applicants; and
2. Lee O'Donnell requested Council consider amending the proposed Bylaw to include a clause indicating that all refused development permit applications, no matter the use, should include rationale for that decision.

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



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Council, by unanimous consent, closed the Public Haring with respect to Bylaw 431.

COU21-139 **Moved by** Mayor Sorensen

That with respect to Report: Bylaw 431 – Land Use Bylaw Amendment Administration of Development Permits, the following be adopted, **after amendment:**

**That Council:**

1. **Defer Item 3.0, Bylaw 431 – Land Use Bylaw Amendment Administration of Development Permits, to Administration to prepare proposed amendments relating to:**
  - **A new clause regarding the refusal of a development permit for an application of a discretionary use; and**
  - **A Definition of “Municipal Project”;**
2. **Direct Administration to return as part of the 2021 May 10 Virtual Regular Meeting of Council with the requested amendments.**

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

## **REGULAR MEETING OF COUNCIL:**

### 2.2 2021 Council Workplan

Council, by unanimous consent, received the 2021 Council Workplan for the Corporate Record.

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

### 3.0 ADOPTION OF PREVIOUS COUNCIL MINUTES

3.1 Minutes of the 2021 April 12 Virtual Regular Meeting of Council

3.2 Minutes of the 2021 April 26 Virtual Special Meeting of Council Re: 2021 Banff Avenue Pedestrian Zone

COU21-140 **Moved by** Mayor Sorensen

That the following Minutes be adopted by way of omnibus motion:

- Item 3.1, Minutes of the 2021 April 12 Virtual Regular Meeting of Council; and
- Item 3.2, Minutes of the 2021 April 20 Virtual Special Meeting of Council Re: 2021 Banff Avenue Pedestrian Zone.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

### 4.0 INVITED PRESENTATIONS

4.1 Introduction of the Ebony Rempel, new CEO fir the YWCA, and Update on YWCA Housing Project

Council, by unanimous consent, received Ebony Rempel's verbal presentation for the Corporate Record.

### 5.0 DELEGATIONS

There were no Delegations scheduled as part of this meeting.

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



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Council, by unanimous consent, recessed at 3:39 p.m. to reconvene at 3:54 p.m.

To confirm Members of Council, who all participated virtually due to the ongoing COVID-19 Pandemic, as present, the following roll call was conducted:

**ROLL CALL:**

Present: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

Council reconvened at 3:55 p.m. with Mayor Sorensen in the Chair.

**6.0 PUBLIC INPUT ON AGENDA ITEMS**

6.1 Written Submissions

No Written Submissions were received for this meeting.

6.2 Verbal Submissions

No Verbal Submissions were provided at this meeting.

**7.0 UNFINISHED BUSINESS**

7.1 Request for Decision: 2020 Financial Results

COU21-141 **Moved by** Mayor Sorensen

That Council direct Administration to transfer the 2020 unrestricted surplus in the amount of \$127.10 to the Budget Stabilization Reserve.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

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

7.2 Confidential Request for Decision: Resignation and Appointment to the Banff Heritage Corporation

COU21-145 **Moved by** Mayor Sorensen

That Council recess at 5:11 p.m. to the call of the chair, to reconvene in a closed meeting, to be conducted in a confidential Zoom Meeting environment, pursuant to Sections 17 (Disclosure to personal privacy) and 19 (Confidential evaluations) of the *Freedom of Information and Protection of Privacy Act* to consider confidential matters with respect to the Item 7.2, Resignation and Appointment to the Banff Heritage Corporation.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

Council reconvened in closed meeting at 5:12 p.m. with Mayor Sorensen in the Chair.

Council recessed in closed meeting at 5:23 p.m.

Council reconvened in public meeting at 5:24 p.m. with Mayor Sorensen in the chair.

COU21-146 **Moved by** Mayor Sorensen

That Council rise and report.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

Individuals in attendance during the closed meeting discussions with respect to Item 7.2, Resignation and Appointment to the Banff Heritage Corporation:

Clerk: L. McDougall

COU21-147 **Moved by** Councillor Poole

That with respect to Item 7.2, Resignation and Appointment to the Banff Heritage Corporation, the following be adopted, **after amendment**:

That Council:

1. Accept Rosanna Maunder's resignation and thank her for her service on the Banff Heritage Corporation;
2. **Appoint Deborah Cameron to the Banff Heritage Corporation to complete the remainder of a three year term ending on the 2022 Annual Organizational Meeting of Council;**
3. Thank all individuals who applied to serve on the Banff Heritage Corporation as part of this recruitment campaign;
4. Direct that this Report be released as a public document; and
5. Direct that the confidential attachments and closed meeting discussions remain confidential pursuant to Sections 17 (Disclosure to personal privacy) and 19 (Confidential evaluations) of the *Freedom of Information and Protection of Privacy Act*.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

Councillor Poole declared a pecuniary interest with respect to Items 7.3 Lesly Young: Email Re: Bear Street Reconstruction Review Report, Received 2021 March 23, and 7.6, Bear Street Stakeholders: Letter, Received 2021 April 07, and abstained from discussion, 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 virtual Council Meeting at 5:27 p.m. and returned at 5:36 p.m. after discussion concluded.

7.3 Lesley Young: Email Re: Bear Street Reconstruction Review Report, Received 2021 March 23

**Note:** This Item was dealt with following Item 7.6, Bear Street Stakeholders: Letter, Received 2021 April 07.

Council, by unanimous consent, received Lesley Young's Correspondence Re: Bear Street Reconstruction Review Report, received 2021 March 23, for the Corporate Record.



7.4 Joe Owchar: Letter, Received 2021 April 06

Council, by unanimous consent, received Joe Owchar's Correspondence, received 2021 April 06, for the Corporate Record.

7.5 Lisa Robinson: Letter, Dated 2021 March 26

Council, by unanimous consent, received Lisa Robinson's Correspondence, received 2021 April 06, for the Corporate Record.

7.6 Bear Street Stakeholders: Letter, Received 2021 April 07

Council, by unanimous consent, received the Bear Street Stakeholders' Correspondence, received 2021 April 07, for the Corporate Record.

COU21-148 **Moved by Mayor Sorensen**

That pursuant to Section 3.6 of Procedures Bylaw 44-7, as amended, Section 4.9 be suspended in order that Council may complete the remainder of today's Agenda.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

## 8.0 BYLAWS AND STAFF REPORTS

### 8.1 Request for Decision: 2020 Audited Consolidated Financial Statements

**Note:** This Item was dealt with following Item 7.1, 2020 Financial Results.

#### COU21-142 **Moved by** Mayor Sorensen

That Council recess at 4:33 p.m. to the call of the chair, to reconvene in a closed meeting, to be conducted in a confidential Zoom Meeting environment, pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*, to consider confidential matters with respect to the Item 8.1, 2020 Audited Consolidated Financial Statements, and that the following individuals be invited into Committee's closed meeting discussions:

- Laura Rivero, KPMG Enterprise; and
- Taylor Thompson, KPMG Enterprise.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

Council reconvened in closed meeting at 4:35 p.m. with Mayor Sorensen in the Chair.

Council recessed in closed meeting at 5:06 p.m.

Council reconvened in public meeting at 5:09 p.m. with Mayor Sorensen in the chair.

#### COU21-143 **Moved by** Mayor Sorensen

That Council rise and report.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

Individuals in attendance during the closed meeting discussions with respect to Item 8.1, 2020 Audited Consolidated Financial Statements:

External Presenters: L. Rivero and T Thompson



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COU21-144 **Moved by** Mayor Sorensen

That with respect to Item 8.1, 2020 Audited Consolidated Financial Statements, the following be adopted:

That Council:

1. Approve the 2020 Consolidated Financial Statements (Attachment 1); and
2. Direct that the closed meeting discussions and Confidential Attachment 2 remain confidential pursuant to Section 24 (Advice from officials) of the *Freedom of Information and protection of Privacy Act*.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

8.2 Verbal Briefing: COVID-19 Pandemic Updates as of 2021 April 26

COU21-149 **Moved by** Mayor Sorensen

That Council recess at 6:20 p.m. to the call of the chair, to reconvene in a closed meeting, to be conducted in a confidential Zoom Meeting environment, pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*, to consider confidential matters with respect to the Item 8.2, 20COVID-19 Pandemic Updates as of 2021 April 26.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

Council reconvened in closed meeting at 6:22 p.m. with Mayor Sorensen in the Chair.

Council recessed in closed meeting at 6:54 p.m.

Council reconvened in public meeting at 6:55 p.m. with Mayor Sorensen in the chair.

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



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COU21-150 **Moved by** Mayor Sorensen

That Council rise and without reporting.

For: (7): Mayor Sorensen, Councillor Canning, Councillor Christensen, Councillor DiManno, Councillor Olver, Councillor Poole, and Councillor Standish

**MOTION CARRIED**

Individuals in attendance during the closed meeting discussions with respect to Item 8.1, 2020 Audited Consolidated Financial Statements:

Clerk: L. McDougall

Advice: K. Gibson, S. Adamo, J. Darrah, A. Gerrits

COU21-151 **Moved by** Mayor Sorensen

That with respect to Item 8.2, COVID-19 Pandemic Updates as of 2021 April 26, the following be adopted, **after amendment**:

**That Council direct that the close meeting discussions remain confidential pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.**

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

**MOTION CARRIED**

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

**COU21-152 Moved by Mayor Sorensen**

That with respect to Item 8.2, COVID-19 Pandemic Updates as of 2021 April 26, the following be adopted:

That Council receive the COVID-19 Pandemic Updates Verbal Briefing for the Corporate Record.

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 2021 February 25 Virtual Regular Meeting of the Bow Valley Regional Housing Board and the 2021 March Occupancy & Waitlist Report

Council, by unanimous consent, received the Approved Minutes of the 2020 February 25 Virtual Regular Meeting of the Bow Valley Regional Housing Board and the 2021 March Occupancy & Waitlist Report for the Corporate Record.

**10.0 CORRESPONDENCE**

10.1 Nowana Payne: Letter, Dated 2021 March 30

**Note:** Item 10.1 was postponed to the 2021 May 10 Virtual Meeting of Council.

10.2 Alison Douglas: Letter Re: Train Whistle Blowing, Dated 2021 April 01

**Note:** Item 10.2 was postponed to the 2021 May 10 Virtual Meeting of Council.

**11.0 NEW/URGENT BUSINESS**

No items of New/ Urgent Business were scheduled as part of this meeting.



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## 12.0 CONFIDENTIAL ITEMS

No Confidential Items were scheduled as part of this meeting.

## 13.0 ADJOURNMENT

COU21-153 **Moved by** Councillor DiManno

That this Council adjourn at 7:00 p.m.

ROLL CALL VOTE:

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

**MOTION CARRIED**

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Karen Sorensen  
Mayor

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Libbey McDougall  
Municipal Clerk

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