



**MINUTES OF THE VIRTUAL COUNCIL REMUNERATION REVIEW COMMITTEE MEETING**  
**of the Town of Banff in the Province of Alberta**  
**Virtual Meeting**  
**Wednesday, 2021 March 31, at 1:30 p.m.**

**MEMBERS PRESENT**

Connie MacDonald	Chair and Public Member	(Remote Participation)
Hugh Pettigrew	Vice-Chair and Public Member	(Remote Participation)
Marilyn Joyce Bell	Public Member	(Remote Participation)

**MEMBERS ABSENT**

None

**ADMINISTRATION PRESENT**

Chris Hughes	Director, Corporate Services	(Remote Participation)
Barbara King	Director, Human Resources	(Remote Participation)
Kayla Elford	Human Resource Advisor	(Remote Participation)
Lisa Lee	Executive Assistant, Mayor's Office	(Remote Participation)
Tara Johnston	Legislative Advisor	(Remote Participation)
Libbey McDougall	Municipal Clerk	(Remote Participation)

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**1.0 CALL TO ORDER**

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

ROLL CALL:

Present: (3): Chair MacDonald, Public Member Bell, and Public Member Pettigrew

Chair MacDonald called the virtual Meeting of the Council Remuneration Review Committee to order at 1:31 p.m.

Minutes approved by: On Original On Original



## 2.0 APPROVAL OF AGENDA

### 2.1 Agenda for the 2021 March 31 Virtual Regular Meeting of the Council Remuneration Review Committee

CRRC21-22 **Moved by** Public Member Bell

That the Agenda for the 2021 March 31 Virtual Regular Meeting of the Council Remuneration Review Committee be approved, **as amended, as follows:**

- **By bringing forward Item 7.1, Confidential Briefing: Requested Support Information, to be dealt with as the first item of new business following Item 3.1, Minutes of the 2021 March 10 Virtual Regular Meeting of the Council Remuneration Review Committee.**

For: (3): Chair MacDonald, Public Member Bell, and Public Member Pettigrew

**MOTION CARRIED**

## 3.0 ADOPTION OF PREVIOUS COUNCIL REMUNERATION REVIEW COMMITTEE MINUTES

### 3.1 Minutes of the 2021 March 10 Virtual Regular Meeting of the Council Remuneration Review Committee

CRRC21-23 **Moved by** Public Member Pettigrew

That the Minutes of the 2021 March 10 Virtual Meeting of the Council Remuneration Review Committee be adopted.

For: (3): Chair MacDonald, Public Member Bell, and Public Member Pettigrew

**MOTION CARRIED**

Minutes approved by: On Original On Original



#### 4.0 UNFINISHED BUSINESS

No Unfinished Business was scheduled as part of this meeting.

#### 5.0 REPORTS

##### 5.1 Verbal Request for Direction: Council Remuneration Review Committee Future Meeting Schedule

CRRRC21-29 **Moved by** Chair MacDonald

That with respect to Item 5.1, Council Remuneration Review Committee Future Meeting Schedule, the following be approved:

That the next Regular Meeting of the Council Remuneration Review Committee be scheduled for Wednesday, 2021 April 14, at 1:30 p.m., and further that this meeting be conducted virtually using Zoom.

For: (3): Chair MacDonald, Public Member Bell, and Public Member Pettigrew

**MOTION CARRIED**

#### 6.0 NEW/URGENT BUSINESS

No Items of New/ Urgent Business were added to this meeting.

#### 7.0 CONFIDENTIAL ITEMS

**Note:** This Item was dealt with immediately following Item 3.1, Minutes of the 2021 March 10 Virtual Regular Meeting of Council Remuneration Review Committee.



**CRRC21-24 Moved by Chair MacDonald**

That Committee recess to the call of the chair at 1:33 p.m., and reconvene in a closed meeting, to be conducted in a confidential Zoom Meeting environment, pursuant to Sections 19 (Confidential evaluations) and 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*, to consider confidential matters with respect to Item 7.1, Confidential Briefing: Requested Support Information.

For: (3): Chair MacDonald, Public Member Bell, and Public Member Pettigrew

**MOTION CARRIED**

Committee reconvened in closed meeting at 1:34 p.m. with Chair MacDonald in the chair.

Committee recessed in closed meeting at 3:54 p.m. and reconvened in public meeting at 3:55 p.m. with Chair MacDonald in the chair.

**CRRC21-25 Moved by Chair MacDonald**

That Committee rise and report.

ROLL CALL VOTE:

For: (3): Chair MacDonald, Public Member Bell, and Public Member Pettigrew

**MOTION CARRIED**

**7.1 Confidential Briefing: Requested Support Information**

Administration in attendance during the closed meeting discussions with respect to Item 7.1, Requested Support Information:

Clerk: L. McDougall and T. Johnston

Advice: C. Hughes and B. King

Observer: K. Elford



The following documents were received for the Corporate Record with respect to Item 7.1, Requested Support Information:

- Confidential Document entitled Legal Opinion, which is to remain confidential pursuant to Section 27 (Privileged information) of the *Freedom of Information and Protection of Privacy Act*, and
- Confidential Document entitled Motions, which is to remain confidential pursuant to Section 24 (Advice from officials) of the *Freedom of Information and Protection of Privacy Act*.

CRRC21-26 **Moved by** Chair MacDonald

That with respect to Item 7.1, Requested Support Information, the following be approved, **after amendment**:

That the Council Remuneration Review Committee:

- 1. Approve Confidential Recommendations 1 and 2 as contained in the Confidential Distribution.**

For: (2): Chair MacDonald and Public Member Bell

Against: (1): Public Member Pettigrew

**MOTION CARRIED**

CRRC21-27 **Moved by** Chair MacDonald

That with respect to Item 7.1, Requested Support Information, the following be approved, **after amendment**:

That the Council Remuneration Review Committee:

- 2. Approve Confidential Recommendations 3 through 14 as contained in the Confidential Distribution.**

For: (3): Chair MacDonald, Public Member Bell, and Public Member Pettigrew

**MOTION CARRIED**



**CRRC21-28 Moved by Chair MacDonald**

That with respect to Item 7.1, Requested Support Information, the following be approved, **after amendment**:

That the Council Remuneration Review Committee:

3. Direct that the confidential Briefing **and distributions**, as well as the closed meeting discussions, remain confidential pursuant to Sections 19 (Confidential evaluations), 24 (Advice from officials), **and 27 (Privileged information)** of the *Freedom of Information and Protection of Privacy Act*.

For: (3): Chair MacDonald, Public Member Bell, and Public Member Pettigrew

**MOTION CARRIED**

**8.0 ADJOURNMENT**

**CRRC21-30 Moved by Chair MacDonald**

That this meeting adjourn at 4:03 p.m.

ROLL CALL VOTE:

For: (3): Chair MacDonald, Public Member Bell, and Public Member Pettigrew

**MOTION CARRIED**

On Original  
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Connie MacDonald  
Chair

On Original  
\_\_\_\_\_  
Libbey McDougall  
Municipal Clerk