



Approved May 23, 2023

Regular Meeting of the Governance and Finance Committee  
May 08, 2023

**MINUTES OF THE REGULAR MEETING OF  
THE GOVERNANCE AND FINANCE COMMITTEE MEETING  
of the Town of Banff in the Province of Alberta  
Monday, May 08, 2023, 9:00 a.m.**

**MEMBERS PRESENT**

|                 |                             |                        |
|-----------------|-----------------------------|------------------------|
| Corrie DiManno  | Mayor                       |                        |
| Barb Pelham     | Councillor and Acting Mayor |                        |
| Grant Canning   | Councillor                  | (Remote Participation) |
| Ted Christensen | Councillor                  |                        |
| Kaylee Ram      | Councillor                  |                        |

**MEMBERS ABSENT**

|                |                             |
|----------------|-----------------------------|
| Chip Olver     | Councillor and Deputy Mayor |
| Hugh Pettigrew | Councillor                  |

**ADMINISTRATION PRESENT**

|                   |  |                        |
|-------------------|--|------------------------|
| Kelly Gibson      | Town Manager   |                        |
| Jason Darrah      | Director, Communications and Marketing               | (Remote Participation) |
| Darren Enns       | Director, Planning and Development                   |                        |
| Adrian Field      | Director, Engineering                                | (Remote Participation) |
| Alison Gerrits    | Director, Community Services                         | (Remote Participation) |
| Paul Godfrey      | Director, Operations                                 | (Remote Participation) |
| Chris Hughes      | Director, Corporate Services                         |                        |
| Randall McKay     | Manager, Strategic Initiatives<br>+ Special Projects | (Remote Participation) |
| Dave Michaels     | Manager, Development Services                        |                        |
| Renée Lavergne    | Information Governance Coordinator                   | (Remote Participation) |
| Lisa Lee          | Executive Assistant, Mayor's Office                  | (Remote Participation) |
| Kiersten McDonald | Legislative Advisor                                  |                        |
| Libbey McDougall  | Municipal Clerk                                      |                        |

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## 1.0 CALL TO ORDER

Present In Chamber: (4): Mayor DiManno, Councillor Christensen, Councillor Pelham, and Councillor Ram

Present Virtually (1): Councillor Canning

Absent: (2): Councillor Olver and Councillor Pettigrew

Mayor DiManno called the May 08, 2023, Regular Meeting of the Governance and Finance Committee to order at 9:01 a.m.

Mayor DiManno provided a land acknowledgment at today's meeting.

## 2.0 APPROVAL OF AGENDA

### 2.1 Agenda for the May 08, 2023, Regular Meeting of the Governance and Finance Committee

A clerical correction was noted to page 1 of 3 of the Agenda Page, sixth line of the title section, by deleting the date "April 24" following the word "Monday" and substituting with the date "May 08".

FIN23-68 **Moved by** Councillor Ram

That the Agenda for the May 08, 2023, Regular Meeting of the Governance and Finance Committee be approved, **as corrected.**

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

**MOTION CARRIED**

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### 3.0 CONFIRMATION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

#### 3.1 Minutes of the April 24, 2023, Regular Meeting of the Governance and Finance Committee

A clerical correction was noted on page 4 of 5, Item 5,2.3, by deleting the name “Carlos” following the name “Yannis” and substituting with the name “Karlo”.

FIN23-69 **Moved by** Councillor Pelham

That Minutes of the April 24, 2023, Regular Meeting of the Governance and Finance Committee be confirmed, **as corrected**.

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

**MOTION CARRIED**

### 4.0 DELEGATIONS

No Delegations were scheduled as part of this meeting.

### 5.0 PUBLIC INPUT ON APPROVED AGENDA ITEMS

#### 5.1 Written Submissions

No Written Submissions were received as part of this meeting.

#### 5.2 Verbal Submissions

No Verbal Submissions were provided as part of this meeting.

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## 6.0 UNFINISHED BUSINESS

### 6.1 Request for Direction: Bed and Breakfast Regulations

FIN23-71 **Moved by** Councillor Christensen

That Motion FIN23-70 be amended by adding the words “Banff based” prior to the words “foundation and/or non-profit organization”.

For: (1): Councillor Christensen

Against: (4): Mayor DiManno, Councillor Canning, Councillor Pelham, and Councillor Ram

**MOTION DEFEATED**

FIN23-70 **Moved by** Mayor DiManno

That Attachment 1, Draft Bylaw 403 – A Bylaw of the Town of Banff to Amend the Town of Banff Land Use Bylaw to Strengthen the Regulations Relating to Visitor Accommodation within Residential Districts, be amended by deleting Section 10.3.14 and substituting with the following:

The Development Authority shall consider an application for Accessory Guest Accommodation only when the applicant is the current Live-in Owner or the current or future owner of a municipal historic resource and further that the current or future owners of a municipal historic resource must meet the need to reside eligibility criteria (unless they are a corporation, foundation and/or non-profit organization).

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

**MOTION CARRIED**

Committee recessed at 10:43 a.m. to reconvene at 11:00 a.m.

Committee reconvened at 11:00 a.m. with Mayor DiManno in the chair.

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FIN23-72      **Moved by Mayor DiManno**

That Attachment 1, Draft Bylaw 403 – A Bylaw of the Town of Banff to Amend the Town of Banff Land Use Bylaw to Strengthen the Regulations Relating to Visitor Accommodation within Residential Districts, be amended in Schedule A, by removing Subsection 10.3.7 e. in its entirety and renumbering the remaining Subsections accordingly.

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

**MOTION CARRIED**

FIN23-73      **Moved by Councillor Pelham**

That Attachment 1, Draft Bylaw 403 – A Bylaw of the Town of Banff to Amend the Town of Banff Land Use Bylaw to Strengthen the Regulations Relating to Visitor Accommodation within Residential Districts, be amended in Schedule A as follows, **after amendment:**

- Section 10.3.8, by deleting the number “forty-two (42)” following the words “the combined total of all Accessory Guest Accommodations shall not exceed” and substituting with the number “**twenty-one (21)**”;
- By deleting Section 10.3.9 in its entirety and substituting with the following:

Notwithstanding s.10.3.8, the combined total of all Accessory Guest Accommodation shall not exceed **thirty-six (36)** provided that, the approved Accessory Guest Accommodations that exceed **twenty-one (21)** are located within a building that is a Municipal Historic Resource.

- Section 10.3.12 by deleting the number “forty-two (42)” following the words “the total combined number of permitted of Accessory Guest Accommodations has reached” and substituting with the number “**twenty-one (21)**”.

For: (4): Mayor DiManno, Councillor Canning, Councillor Pelham, and Councillor Ram  
Against: (1): Councillor Christensen

**MOTION CARRIED**

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FIN23-75 **Moved by** Councillor Christensen

That Motion FIN23-74 be amended By deleting the number “twenty-one (21)” following the words “shall not contribute to exceeding” and substituting with the words “the designated total”.

For: (1): Councillor Christensen

Against: (4): Mayor DiManno, Councillor Canning, Councillor Pelham, and Councillor Ram

**MOTION DEFEATED**

FIN23-74 **Moved by** Councillor Pelham

That Attachment 1, Draft Bylaw 403 – A Bylaw of the Town of Banff to Amend the Town of Banff Land Use Bylaw to Strengthen the Regulations Relating to Visitor Accommodation within Residential Districts, be amended in Schedule A, by deleting Section 10.3.8, amended by Motion FIN23-73, in its entirety, and substituting with the following:

The number of Accessory Guest Accommodations permitted within each district shall not contribute to exceeding twenty-one (21), the total combined maximum number of Accessory Guest Accommodations in accordance with Schedule “D”.

For: (2): Councillor Pelham and Councillor Ram

Against: (3): Mayor DiManno, Councillor Canning, and Councillor Christensen

**MOTION DEFEATED**

FIN23-76 **Moved by** Councillor Ram

That with respect to Item 6.1, Request for Direction: Bed and Breakfast Regulations, the following be approved:

That the Governance and Finance Committee direct Administration to prepare proposed wording that considers the displacement of existing tenants when discussing the creation of potential Accessory Guest Accommodations that can be considered when Administration returns to Council with a proposed Bylaw 403 – A Bylaw of the Town of Banff to Amend the Town of Banff Land Use Bylaw to Strengthen the Regulations Relating to Visitor Accommodation within Residential Districts for first reading (amended Attachment 1).

For: (4): Councillor Canning, Councillor Christensen, Councillor Pelham, and Councillor Ram

Against: (1): Mayor DiManno

**MOTION CARRIED**

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FIN23-77      **Moved by Mayor DiManno**

That with respect to Item 6.1, Request for Direction: Bed and Breakfast Regulations, the following be approved, **as amended**:

That the Governance and Finance Committee:

2. Direct Administration to seek additional comments from legal counsel and Parks Canada on draft Bylaw 403 (**amended** Attachment 1); and
3. Direct Administration to return to a future meeting of Council with a proposed Bylaw 403 – A Bylaw of the Town of Banff to Amend the Town of Banff Land Use Bylaw to Strengthen the Regulations Relating to Visitor Accommodation within Residential Districts for first reading (**amended** Attachment 1).

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

**MOTION CARRIED**

## **7.0 ADMINISTRATIVE REPORTS**

No Administrative Reports were scheduled as part of this meeting.

## **8.0 NEW / URGENT BUSINESS**

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

## **9.0 CONFIDENTIAL ITEMS**

No Confidential Items were scheduled as part of this meeting.

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## 10.0 ADJOURNMENT

FIN23-78 **Moved by** Councillor Christensen

That this meeting adjourn at 12:16 p.m.

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

**MOTION CARRIED**

On Original

\_\_\_\_\_  
Corrie DiManno  
Mayor

On Original

\_\_\_\_\_  
Libbey McDougall  
Municipal Clerk

Minutes approved by: On Original On Original