

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Banff in the Province of Alberta
Town Hall Council Chamber
Monday , May 13, 2019 at 2:00 pm**

COUNCIL MEMBERS PRESENT

Karen Sorensen	Mayor
Grant Canning	Councillor and Deputy Mayor
Brian Standish	Councillor and Acting Mayor
Ted Christensen	Councillor
Corrie DiManno	Councillor
Peter Poole	Councillor

COUNCIL MEMBERS ABSENT

Chip Olver	Councillor
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ADMINISTRATION PRESENT

Robert Earl	Town Manager
Silvio Adamo	Director, Protective Services, Fire Chief
Chris Hughes	Manager, Finance
Alison Gerrits	Director, Community Services
Kelly Gibson	Director, Corporate Services
Nadine Setzer	Manager, Municipal Parks
Jennifer Laforest	Planner
Emma Sanborn	Development Policy Planner
Tara Johnston-Lee	Municipal Clerk

1.0 CALL TO ORDER

The Mayor called the meeting of council to order at 2:00 p.m.

2.0 PUBLIC HEARING

2.1 Public Hearing Process

Received as information.

2.2 Bylaw 414 – Land Use Bylaw Amending Bylaw – Notice of Development Permit Application

2.2.1 Call to Order

The Mayor called the public hearing for Bylaw 414 to order at 2:02 p.m.

2.2.2 Presentation from Administration and Questions of Clarification

Received as information.

2.2.3 Public Oral Submissions

None received.

2.2.4 Public Written Submissions

None received.

2.2.5 Closing Comments from Administration

There were no closing comments.

2.2.6 Council Question Period

None received.

2.2.7 Adjournment or Close of the Public Hearing

The public hearing for Bylaw 414 was closed at 2:05 p.m.

3.0 APPROVAL OF AGENDA

3.1 Regular Meeting Agenda

COU19-137 Moved by Councillor DiManno that council approve the agenda for the May 13, 2019 regular meeting of council with the following amendment:

- Under 12.1 add May 27, 2019 Council Meeting

CARRIED

3.2 2019 Council Workplan

Received as information.

Chief Adamo provided council a verbal update on the emergency management/preparedness/wildfire exercise conducted May 8, 2019.

4.0 ADOPTION OF PREVIOUS COUNCIL MINUTES

4.1 Minutes of the April 23, 2019 Regular Meeting of Council

COU19-138 Moved by Councillor Christensen that council adopt the minutes of the April 23, 2019 regular meeting of council as presented.

CARRIED

5.0 INVITED PRESENTATIONS

There were no invited presentations.

6.0 DELEGATIONS

6.1 Elder Roy Louis

Darin Ladoceur introduced Elder Roy Louis. Elder Louis and his wife provided their observations on development in Banff from a native perspective and opportunities for collaboration.

7.0 PUBLIC INPUT ON AGENDA ITEMS

7.1 Written Submissions

7.1.1 Hugh Pettigrew

Received as information and added to the agenda package for this meeting.

7.2 Oral Submissions

None received.

8.0 UNFINISHED BUSINESS

8.1 Bylaw 413 – Land Use Bylaw Amending Bylaw – Schedule E – Application Notification Sign Requirements

Councillor Standish did not attend the public hearing and left the meeting at 2:23 p.m.

COU19-139 Moved by Councillor DiManno that council give second reading to Bylaw 413 – Land Use Bylaw Amending Bylaw – Schedule E – Application Notification Sign Requirements with the following amendments:

- remove the image of a sign from Schedule E
- remove the following words in ~~strikeout~~ and add the following words in underline from the specifications section of Schedule E
 - a. Sign material to be plywood or corrugated plastic.
 - b. ~~Sign size may be reduced to 0.3 m x 0.4 m or increased to 0.91 m x 1.22 m at the discretion of the Development Officer. The default sign size is 0.78 m x 0.61 m. Sign size may be reduced to 0.40 m x 0.30 m or increased to 1.21 m x 0.91 m at the discretion of the Development Officer.~~
Sign size may be reduced to 0.40 m x 0.30 m or increased to 1.21 m x 0.91 m at the discretion of the Development Officer.
- add the following words in underline to Schedule E
Information:
 - a. Title of notice
 - b. Plain language description of project details
 - c. Address of project
 - d. Development permit number
 - e. Name of applicant
 - f. Contact information for planning and development department
 - g. Website address for further information
 - h. Project image (included at the discretion of the Development Officer)

CARRIED

COU19-140 Moved by Mayor Sorensen that council give third reading to Bylaw 413 – Land Use Bylaw Amending Bylaw – Schedule E – Application Notification Sign Requirements as amended at second reading.

CARRIED

Councillor Standish returned to the public meeting at 2:25 p.m.

8.2 Council Conduct Matter

This agenda item was also considered in camera at the May 13, 2019 governance and finance committee meeting.

Councillor Poole made a public apology for using an email address inappropriately (not in accordance with the Municipal Government Act and Freedom of Information and Protection of Privacy Act). He also publicly apologized for communicating inappropriately with a Town of Banff employee (not accordance with the Municipal Government Act).

- COU19-141 Moved by Mayor Sorensen that council direct administration to return at the June 10, 2019 council meeting with:
- i. stronger wording to accompany the distribution of confidential documents and scripted comments for a meeting chair to use when going into or out of in-camera sessions; and
 - ii. an appropriate response to the affected persons with regard to the information breach.
- CARRIED**

9.0 BYLAWS AND STAFF REPORTS

9.1 Bylaw 240-16 – 2019 Tax Rate Bylaw

- COU19-142 Moved by Councillor Christensen that council direct administration to return with a Tax Rate Bylaw that provides for a 5:1 commercial/residential split.
- DEFEATED**
Poole and Christensen in favour

- COU19-143 Moved by Mayor Sorensen that council give first reading to 2019 Tax Rate Bylaw 240-16 as presented.
- CARRIED**
Poole opposed

- COU19-144 Moved by Councillor Standish that council give second reading to 2019 Tax Rate Bylaw 240-16 as presented.
- CARRIED**

- COU19-145 Moved by Mayor Sorensen that council go to third reading of 2019 Tax Rate Bylaw 240-16.
- DEFEATED (not unanimous)**
Christensen opposed

9.2 Bylaw 411 – Borrowing Bylaw – Sulphur Mountain Sanitary Sewer Line

- COU19-146 Moved by Mayor Sorensen that council give second reading to Bylaw 411 – Borrowing Bylaw – Sulphur Mountain Sanitary Sewer line.
- CARRIED**
Poole and Christensen opposed

- COU19-147 Moved by Councillor Standish that council give third reading to Bylaw 411 – Borrowing Bylaw – Sulphur Mountain Sanitary Sewer line.
- CARRIED**
Poole and Christensen opposed

9.3 Cemeteries Bylaw 39-2

- COU19-148 Moved by Mayor Sorensen that council give second reading to Cemeteries Bylaw 39-2 with the following amendments:
- i. add the definition of “child” to section 2.0; and
 - ii. add the definition of “infant” to section 2.0.
- CARRIED**

- COU19-149 Moved by Councillor Standish that council postpone consideration of third reading of Cemeteries Bylaw 39-2 until the next regular meeting of council.
- CARRIED**

9.4 Municipal Columbarium

COU19-150 Moved by Councillor Standish that council direct administration to return to council with revised project plan based on a target niche certificate purchase price of \$1,500.

DEFEATED
Standish in favour

COU19-151 Moved by Councillor Canning that council postpone consideration of the municipal columbarium project until the 2020 service review/budget deliberations.

CARRIED

9.5 Policy C2000 – Employee Housing Administration

Councillor DiManno declared a conflict of interest as she is an employee of Bow Valley Regional Transit Services Commission and left the meeting at 4:40 p.m.

COU19-152 Moved by Mayor Sorensen that council amend Policy C2000 – Employee Housing Administration as presented in proposed version in the report.

CARRIED

Councillor DiManno returned to the meeting at 4:42 p.m.

9.6 Policy C8002 – Video Recording and Live Streaming of Council Meetings

COU19-153 Moved by Councillor Canning that council:

- i. approve Policy C8002 - Video Recording and Live Streaming of Council Meetings as presented; and
- ii. direct administration to return in Q3 of 2020 to review the policy and consider expanding the scope to include additional meetings.

CARRIED

9.7 Land Use Education Plan

COU19-154 Moved by Mayor Sorensen that council endorse the three-step Land Use Bylaw education program outlined in the report, and draw a maximum of \$5,000 from the budget stabilization fund to pursue the initiative in 2019.

CARRIED

10.0 COMMITTEE REPORTS

10.1 Development Appeal Board – Board Order 01-19

Received as information.

10.2 Minutes of the January 17, 2019 Meeting of the Banff Heritage Corporation Board

Received as information.

10.3 Minutes of the January 15, 2019 Meeting of the Community Art Committee

Received as information.

10.4 Minutes of the January 16, 2019 Meeting of the Banff Housing Corporation

Received as information.

11.0 CORRESPONDENCE

- 11.1 Parking in Banff – M. Signer**
Received as information.

12.0 NEW/URGENT BUSINESS

12.1 May 27, 2109 Council Meetings

- COU19-155 Moved by Mayor Sorensen that council cancel the May 27, 2019 meetings of council and the governance and finance committee meetings.

CARRIED
Poole opposed

13.0 CONFIDENTIAL ITEMS

13.1 Advice from Officials – Possible Code of Conduct Addition

This agenda item was also considered at the May 13, 2019 Governance and Finance Committee Meeting.

- COU19-156 Moved by Mayor Sorensen that during the creation of a council code of conduct that guidance in relation to council interaction with employees other the CAO be included.

CARRIED

14.0 ADJOURNMENT

- COU19-157 Moved by Councillor Standish that council adjourn the May 13, 2019 regular meeting of council at 5:04 p.m.

CARRIED

Karen Sorensen
Mayor

Tara Johnston-Lee
Municipal Clerk