

MINUTES OF THE GOVERNANCE AND FINANCE COMMITTEE
of the Town of Banff in the Province of Alberta
Town Hall Council Chamber
Monday, May 13, 2019 at 9:00 am

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

Chip Olver	Councillor
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ADMINISTRATION PRESENT

Robert Earl	Town Manager
Randall McKay	Director, Planning and Development
Tara Johnston-Lee	Municipal Clerk

1.0 CALL TO ORDER

The Mayor called the May 13, 2019 governance and finance committee meeting to order at 9:00 am.

2.0 APPROVAL OF AGENDA

FIN19-34

Moved by Councillor Standish that the governance and finance committee approve the agenda for the May 13, 2019 meeting with the following amendment:

- Add 10.3 Confidential Item – Discussion of May 23, 2019 Council Agenda Item 13.1 Confidential - Advice from Officials – Possible Code of Conduct Addition

CARRIED

3.0 ADOPTION OF PREVIOUS GOVERNANCE & FINANCE COMMITTEE MINUTES

3.1 Minutes of the May 13, 2019 Meeting of the Governance & Finance Committee

FIN19-35

Moved by Councillor DiManno that the governance and finance committee adopt the minutes of the May 13, 2019 meeting as presented.

CARRIED

4.0 DELEGATIONS AND INVITED PRESENTATIONS

There were no delegations or invited presentations.

5.0 PUBLIC INPUT ON AGENDA ITEMS

None received.

6.0 UNFINISHED BUSINESS

None considered.

Minutes approved by: _____

7.0 REPORTS

7.1. Draft Council Member Appointment to Committees Policy

FIN19-36 Moved by Mayor Sorensen that the governance and finance committee direct administration to leave section 6.7 as presented in the draft policy when it returns to council for further consideration.

CARRIED

Poole and Christensen opposed

7.2. Banff Design Guidelines Review/Update

FIN19-37 Moved by Councillor Canning that the governance and finance committee direct administration to seek public feedback on the working draft of the updated Banff Design Guidelines prior to presenting a report to council for first reading to amend Schedule B of the Land Use Bylaw.

CARRIED

Poole and Christensen opposed

8.0 CORRESPONDENCE

None received.

9.0 NEW/URGENT BUSINESS

None considered.

10.0 CONFIDENTIAL ITEMS

10.1. Advice from Officials - CAO Recruitment

FIN19-38 Moved by Mayor Sorensen that the governance and finance committee move into a closed session at 10:08 a.m. in accordance with the Municipal Government Act section 197 and the Freedom of Information and Protection of Privacy Act section 24(b)(i):

FOIP Section 24(b) – the disclosure could reasonably be expected to reveal consultations or deliberations involving officers or employees of the public body, a member of the Executive Council, or the staff of a member of the Executive Council.

And approve the following individuals to attend all or part of the closed session with the governance and finance committee:

Name		Reason
Barbara King	Director, Human Resources	Advice

CARRIED

FIN19-39 Moved by Mayor Sorensen that the governance and finance committee return to the public meeting at 10:44 a.m.

CARRIED

FIN19-40 Moved by Mayor Sorensen that the governance and finance committee direct administration to form a recruitment process subcommittee consisting of the Director of Human Resources, the Mayor, the Deputy Mayor and two Directors in order to move the recruitment for the CAO position forward.

CARRIED
Christensen opposed

FIN19-41 Moved by Councillor Poole that the governance and finance committee direct administration (Director, Human Resources) to provide to council members a brief strategy document outlining the Town's goals, resources, timing and approach to the CAO recruitment process and the deliverables along the way.

CARRIED

10.2. Advice from Officials - Council Conduct Matter

FIN19-42 Moved by Mayor Sorensen that the governance and finance committee move into a closed session at 10:46 a.m. in accordance with the Municipal Government Act section 197 and the Freedom of Information and Protection of Privacy Act section 24(b)(i).

FOIP Section 24(b) – the disclosure could reasonably be expected to reveal consultations or deliberations involving officers or employees of the public body, a member of the Executive Council, or the staff of a member of the Executive Council.

And approve the following individuals to attend all or part of the closed session with the governance and finance committee:

Name		Reason
Robert Earl	Town Manager	CAO of the Organization, FOIP Head
Kelly Gibson	Director, Corporate Services	Advice
Tara Johnston-Lee	Municipal Clerk	Clerk, FOIP Coordinator

CARRIED
Poole and Christensen opposed

FIN19-43 Moved by Councillor DiManno that the governance and finance committee return to the public meeting at 12:09 a.m.

CARRIED

10.3 Advice from Officials – Possible Code of Conduct Addition (May 13, 2019 Council Agenda Item 13.1)

FIN19-44 Moved by Mayor Sorensen that the governance and finance committee move into a closed session at 12:11 a.m. in accordance with the Municipal Government Act section 197 and the Freedom of Information and Protection of Privacy Act section 24(b)(i).

FOIP Section 24(b) – the disclosure could reasonably be expected to reveal consultations or deliberations involving officers or employees of the public body, a member of the Executive Council, or the staff of a member of the Executive Council.

And approve the following individuals to attend all or part of the closed session with the governance and finance committee:

Name		Reason
Robert Earl	Town Manager	CAO of the Organization

CARRIED

FIN19-45 Moved by Mayor Sorensen that the governance and finance committee return to the public meeting at 12:50 a.m.

CARRIED

11.0 ADJOURNMENT

FIN19-46 Moved by Councillor Standish that the governance and finance committee adjourn the May 13, 2019 regular meeting of governance and finance committee at 12:51 a.m.

CARRIED

Karen Sorensen
Mayor

Tara Johnston-Lee
Municipal Clerk