

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Banff in the Province of Alberta  
Town Hall Council Chamber  
Monday, June 10, 2019 at 2:00 pm**

**COUNCIL MEMBERS PRESENT**

Karen Sorensen	Mayor
Brian Standish	Councillor and Acting Mayor
Ted Christensen	Councillor
Corrie DiManno	Councillor
Chip Olver	Councillor
Peter Poole	Councillor

**COUNCIL MEMBERS ABSENT**

Grant Canning	Councillor and Deputy Mayor
---------------	-----------------------------

**ADMINISTRATION PRESENT**

Robert Earl	Town Manager
Colin Harris	Recreation Initiatives Coordinator
Adrian Field	Director, Engineering
Stephan Allan	Engineering Coordinator
Ruth Pryor	Community Development Coordinator
Alison Gerrits	Director, Community Services
Jennifer Laforest	Development Planner
Kelly Gibson	Director, Corporate Services
Darren Enns	Manager, Development Services
Nadine Setzer	Manager, Municipal Parks
Marc Breau	Manager, Streets
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 APPROVAL OF AGENDA**

**2.1 Regular Meeting Agenda**

COU19-162 Moved by Councillor Christensen that council approve the agenda for the June 10, 2019 regular meeting of council as presented.

**CARRIED**

**2.2 2019 Council Workplan**

Received as information.

### **3.0 ADOPTION OF PREVIOUS COUNCIL MINUTES**

#### **3.1 Minutes of the May 13, 2019 Public Hearing and Regular Meeting of Council**

COU19-163 Moved by Councillor Standish that council adopt the minutes of the May 13, 2019 public hearing and regular meeting of council with the following amendments:

- under 6.1 replace the word “native” with “Cree” and replace “his wife” with Judy Louis

**CARRIED**

#### **3.2 Minutes of the May 16, 2019 Special Meeting of Council**

COU19-164 Moved by Councillor DiManno that council adopt the minutes of the May 16, 2019 special meeting of council as presented.

**CARRIED**

### **4.0 INVITED PRESENTATIONS**

There were no invited presentations.

### **5.0 DELEGATIONS**

#### **5.1 Voice of Albertans with Disabilities**

This delegation was not in attendance at the meeting.

#### **5.2 Calgary Region Airshed Zone Society – Jill Bloor**

Ms. Bloor spoke to the air monitoring project the society is planning for the Bow Valley. The presentation was received as information.

### **6.0 PUBLIC INPUT ON AGENDA ITEMS**

#### **6.1 Written Submissions**

##### **6.1.1 Banff Elementary School, Agenda Item 8.1**

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

#### **6.2 Oral Submissions**

##### **6.2.1 Bill Luxton, President, Eleanor Luxton Historical Foundation, Agenda Item 8.10**

Mr. Luxton spoke to the proposed Mackenzie House heritage designation. He noted that the designation is part of a long term development plan for the property.

### **7.0 UNFINISHED BUSINESS**

None considered.

### **8.0 BYLAWS AND STAFF REPORTS**

#### **8.1 Banff Elementary School Travel Plan**

Mandy Johnson spoke representing the Community Cruisers Board. Her presentation slides have been added to the agenda package for this meeting.

COU19-165 Moved by Councillor DiManno that council accept the Banff Elementary School Travel Plan to act as a guiding document for future planning purposes in relation to active transportation, and direct administration to take the recommendations into consideration as project implementation plans are developed.

**CARRIED**

## **8.2 Comprehensive Parking Management Plan**

- COU19-166 Moved by Mayor Sorensen that council direct administration to seek public input on the Comprehensive Parking Management Plan and that administration return with a report with options for the consultation for feedback.

**CARRIED**

## **8.3 Disincentives to Driving – Congestion Charges**

- COU19-167 Moved by Councillor Christensen that council direct administration to return at service review with a new service level request of a feasibility study.

**CARRIED**

Council unanimously agreed to consider item 8.7, 8.8, 8.9, 8.10 and 8.11 next.

## **8.7 Council Member Appointment Policy C1007**

- COU19-168 Moved by Councillor Standish that council approve Council Member Appointment Policy C1007 as presented.

**CARRIED**

## **8.8 Community Grants Allocation**

- COU19-169 Moved by Mayor Sorensen that council adopt the recommendations of the Community Grants Committee to allocate a total of \$11,738 in grants to the identified recipients.

**CARRIED**

## **8.9 Recruitment – Town Manager/CAO**

- COU19-170 Moved by Mayor Sorensen that council approve up to \$50,000, funded by the wage saving account, for an external consultant to provide executive recruitment services for the position of Town Manager/CAO.

**CARRIED**

- COU19-171 Moved by Mayor Sorensen that council approve the designation of Randall McKay as Acting Town Manager, for a term, effective August 6, 2019 until the start date of a new Town Manager.

**CARRIED**

## **8.10 Notice of Intention to Designate MacKenzie Residence**

- COU19-172 Moved by Councillor Olver that council direct administration to issue a Notice of Intention to Designate the MacKenzie Residence located at 202 Beaver Street.

**CARRIED**

## **8.11 Council Code of Conduct Matter**

- COU19-173 Moved by Mayor Sorensen that council direct administration to change the wording that accompanies the distribution of confidential documents to state:

*"Please find attached the confidential documents for your consideration. As the information contained in them is protected under the Freedom of Information and Protection of Privacy Act, please be sure to delete any saved copies from your files or destroy any hard copies, if you choose to print them, immediately after your meeting. No information contained in this document should be used except for the purpose of considering this decision. Councillors are reminded that it is an offence to willfully collect, use or disclose personal information in*

*contravention of Part 2 of FOIP. A conviction for an offence under this legislation carries with it a fine of up to \$10,000."*

**CARRIED**

**8.4 Bylaw 414 – Land Use Bylaw Amending Bylaw - Notice of Development Permit Application**

COU19-174 Moved by Councillor Olver that council give second reading to Bylaw 414 – Land Use Bylaw Amending Bylaw – Notice of Development Permit Application with the following amendments:

- Add the following severability and enactment sections in underline to the bylaw:

**3.0 SEVERABILITY**

- 3.1 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.

**4.0 ENACTMENT**

- 4.1 This bylaw comes into force after the date of final passing, upon approval and execution by the Superintendent, Banff National Park, for the Minister of the Environment.
- 4.2 The Town Manager is authorized to consolidate Town of Banff Land Use Bylaw, as amended.

READ A FIRST TIME this 8<sup>th</sup> day of April, 2019.

Pursuant to the Municipal Government Act (Alberta), a PUBLIC HEARING was held this 13<sup>th</sup> day of May, 2019.

READ A SECOND TIME this xx day of month, 20xx.

READ A THIRD TIME this xx day of month, 20xx.

SIGNED AND PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2019

Karen Sorensen  
Mayor

Robert Earl

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

Town Manager

**CARRIED**

COU19-175 Moved by Councillor DiManno that council give third reading to Bylaw 414 - Land Use Bylaw Amending Bylaw - Notice of Development Permit Application as amended at second reading.

**CARRIED**

#### **8.5 Bylaw 39-2 – Cemeteries Bylaw**

COU19-176 Moved by Mayor Sorensen that council give third reading to Cemeteries Bylaw 39-2 with the following amendments:

- separate the definitions of “Scattering” and “Scattering Garden” and renumber appropriately.

COU19-177 Moved by Councillor Standish that council amend motion COU19-176 by adding the following bullet to the motion:

- remove the words “*Old Banff Cemetery Grave Certificates are available only at time of need.*” from section 4.6.

**DEFEATED**

**Standish and Christensen in favour**

The vote followed on motion COU19-176: that council give third reading to Cemeteries Bylaw 39-2 with the following amendment:

- separate the definitions of “Scattering” and “Scattering Garden” and renumber appropriately.

**CARRIED**

#### **8.6 Policy C-108-1 Schedule B – Servicing Map Update**

COU19-178 Moved by Councillor DiManno that council amend Snow and Ice Policy C-108-1 by amending Schedule B – Sidewalk Priorities as proposed.

**CARRIED**

### **9.0 COMMITTEE REPORTS**

#### **9.1 Minutes of the January 17, 2019 Meeting of the Bow Valley Waste Management Commission**

Received as information.

#### **9.2 Minutes of the February 21, 2019 Meeting of the Bow Valley Waste Management Commission**

Received as information.

#### **9.3 Minutes of the April 10, 2019 Meeting of the Municipal Planning Commission**

Received as information.

#### **9.4 Development Appeal Board – Board Order 02-19**

Received as information.

#### **9.5 Development Appeal Board – Board Order 03-19**

Received as information.

**9.6 Minutes of the March 6, 2019 Meeting of the Community Art Committee**

Received as information.

**10.0 CORRESPONDENCE**

None considered.

**11.0 NEW/URGENT BUSINESS**

None considered.

**12.0 CONFIDENTIAL ITEMS**

None considered.

**13.0 ADJOURNMENT**

COU19-179 Moved by Councillor Standish that council adjourn the June 10, 2019 regular meeting of council at 5:10 p.m.

**CARRIED**

---

Karen Sorensen  
Mayor

---

Tara Johnston-Lee  
Municipal Clerk

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