



Approved June 26, 2023

Regular Meeting of the Governance and Finance Committee
June 12, 2023

**MINUTES OF THE REGULAR MEETING OF
THE GOVERNANCE AND FINANCE COMMITTEE MEETING
of the Town of Banff in the Province of Alberta
Monday, June 12, 2023, 9:00 a.m.**

MEMBERS PRESENT

Corrie DiManno	Mayor
Chip Olver	Councillor and Deputy Mayor
Barb Pelham	Councillor and Acting Mayor
Kaylee Ram	Councillor

MEMBERS ABSENT

Grant Canning	Councillor
Hugh Pettigrew	Councillor
Ted Christensen	Councillor

ADMINISTRATION PRESENT

Kelly Gibson	Town Manager	
Janice Carson	Acting Director, Communications and Marketing	(Remote Participation)
Darren Enns	Director, Planning and Environment	
Adrian Field	Director, Engineering	(Remote Participation)
Alison Gerrits	Director, Community Services	
Paul Godfrey	Director, Operations	
Chris Hughes	Director, Corporate Services	
Barbara King	Director, Human Resources	(Remote Participation)
Michael Hay	Manager, Environmental Services	
Randall McKay	Manager, Strategic Initiatives + Special Projects	(Remote Participation)
Emma Sanborn	Development Planner	
Dave Michaels	Manager, Planning Services and Environment	(Remote Participation)
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 Olver, Councillor Pelham, and Councillor Ram

Absent: (3): Councillor Canning, Councillor Christensen, and Councillor Pettigrew

Mayor DiManno called the June 12, 2023, Regular Meeting of the Governance and Finance Committee to order at 9:00 a.m.

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

2.0 APPROVAL OF AGENDA

2.1 Agenda for the June 12, 2023, Regular Meeting of the Governance and Finance Committee

FIN23-95 **Moved by** Councillor Ram

That the Agenda for the June 12, 2023, Regular Meeting of the Governance and Finance Committee be approved.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

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3.0 CONFIRMATION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

3.1 Revised Minutes of the May 23, 2023, Regular Meeting of the Governance and Finance Committee

FIN23-96 **Moved by** Councillor Pelham

That Minutes of the May 23, 2023, Regular Meeting of the Governance and Finance Committee be confirmed with the following revisions:

- Page 6 of 11, Motion FIN23-85, by deleting the Vote Lines and Motion Outcome Line and substituting with the following:

For: (4) Mayor DiManno, Councillor Olver, Councillor Pettigrew, and Councillor Ram
Against: (3): Councillor Canning, Councillor Christensen, and Councillor Pelham

MOTION CARRIED

- Page 7 of 11, Motion FIN23-87, by deleting the Vote Lines and Motion Outcome Line and substituting with the following:

For: (3): Councillor Christensen, Councillor Pelham, and Councillor Pettigrew
Against: (4) Mayor DiManno, Councillor Canning, Councillor Olver, and Councillor Ram

MOTION DEFEATED

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

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4.0 DELEGATIONS

- 4.1 Bow Valley Builders and Developers Association (BOWDA), Represented by Ian O'Donnell, CEO, and Brian Talbot, Chair

Committee, by unanimous consent, received the Bow Valley Builders and Developers Association (BOWDA), Represented by Ian O'Donnell, CEO, and Brian Talbot, Chair, Delegation for the Corporate Record.

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.

6.0 UNFINISHED BUSINESS

- 6.1 Request for Direction: Required Housing and Housing Policy C012

FIN23-97 **Moved by** Mayor DiManno

That with respect to Item 6.1, Request for Direction: Required Housing and Housing Policy C012, the following be approved:

That Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with an examination of:

- a) Yearly fee associated with contribution to a housing reserve, as well as qualifications for exemption of a fee based on building of housing within the community.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

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FIN23-98 **Moved by** Mayor DiManno

That with respect to Item 6.1, Request for Direction: Required Housing and Housing Policy C012, the following be approved:

That Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with an examination of:

- a) Intensification metrics such as hours of operation or number of employees.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

FIN23-99 **Moved by** Councillor Olver

That with respect to Item 6.1, Request for Direction: Required Housing and Housing Policy C012, the following be approved:

That Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with an examination of:

- a) Coupling residential development directly to employers.

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

MOTION DEFEATED

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FIN23-100 **Moved by** Councillor Pelham

That with respect to Item 6.1, Request for Direction: Required Housing and Housing Policy C012, the following be approved, **after amendment**:

That Governance and Finance Committee direct Administration to return **no later than** the 2024 Service Review Process:

- a) With the costs associated with conducting a preliminary analysis of **vacant land and underutilized homes**; and
- b) A scan of comparable programs to determine possible gains in terms of vacant **land and underutilized homes** to be balanced with the costs of administering such a program.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

FIN23-101 **Moved by** Councillor Pelham

That with respect to Item 6.1, Request for Direction: Required Housing and Housing Policy C012, the following be approved:

That Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with a report, and potential Text for Discussion Document for an amending Bylaw to the Land Use Bylaw, addressing the impacts of making accessory dwellings a permitted use.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

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FIN23-102 **Moved by** Mayor DiManno

That with respect to Item 6.1, Request for Direction: Required Housing and Housing Policy C012, the following be approved:

That Governance and Finance Committee direct Administration to:

- a) Return to a future meeting of the Governance and Finance Committee with a Text for Discussion Document for an amending bylaw to the Land Use Bylaw to remove single detached housing as a use.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

FIN23-103 **Moved by** Mayor DiManno

That with respect to Item 6.1, Request for Direction: Required Housing and Housing Policy C012, the following be approved:

That Governance and Finance Committee direct Administration to:

- a) Return to a future meeting of the Governance and Finance Committee with a report outlining options for creating a maximum dwelling unit size for all housing types.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

Committee recessed at 10:51 a.m. to return at 11:06 a.m.

Committee reconvened at 11:06 a.m. with Mayor DiManno in the chair.

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6.2 Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17

A PowerPoint Presentation entitled “Required Housing and Required Parking Council Policies, Land Use Bylaw Regulations, and Policy Alternatives” dated May 23, 2023, was received for the Corporate Record with respect to Item 6.2, Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17.

FIN23-104 **Moved by** Mayor DiManno

That with respect to Item 6.2, Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17, the following be approved:

That Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with a policy amendment to Council Policy C17, Cash-In-Lieu, that would address changes to the philosophy that underpins the Parking Cash In Lieu rate by indicating:

- a) The rate should represent a shared responsibility for providing transportation solution which is balanced between user, taxpayer, and other funding sources.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

FIN23-105 **Moved by** Councillor Olver

That with respect to Item 6.2, Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17, the following be approved, **after amendment**:

That Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with a policy amendment to Council Policy C17, Cash-In-Lieu, that would set the Cash-In-Lieu rate at **\$35,000**.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

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FIN23-106 **Moved by** Councillor Olver

That with respect to Item 6.2, Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17, the following Motion Arising be approved:

That the Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with a policy amendment to Section 2.6 of the Council Policy C17, Cash-In-Lieu, that would indicate that the annual increase to the Cash-In-Lieu rate would be calculated based on the Calgary Non-Residential Building Construction Price Index as opposed to Alberta's Non-Residential Building Construction Price Index.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

FIN23-107 **Moved by** Mayor DiManno

That with respect to Item 6.2, Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17, the following be approved:

That Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with wording for potential amendments to both the Parking Cash in Lieu Policy and the Land Use Bylaw to indicate that Cash in Lieu for parking will be applicable in all Land Use Districts.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

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FIN23-108 **Moved by** Councillor Pelham

That with respect to Item 6.2, Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17, the following Motion Arising be approved:

That Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with wording for a potential amendment to the Parking Cash in Lieu Policy that would set the relative rate for residential properties at one third of the Council approved rate.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

FIN23-109 **Moved by** Councillor Olver

That with respect to Item 6.2, Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17, the following be approved, **after amendment**:

That Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with a policy amendment to Council Policy C17, Cash-In-Lieu, that would address a more appropriate name, such as “**Sustainable** Transportation and Parking Cash-In-Lieu, for this policy.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

FIN23-110 **Moved by** Mayor DiManno

That with respect to Item 6.2, Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17, the following be approved:

That the Governance and Finance Committee direct Administration to return to a future meeting of Council with a report outlining the potential positive and negative impacts of decoupling parking from housing.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

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FIN23-111 **Moved by** Councillor Olver

That with respect to Item 6.2, Request for Direction: Required Parking and Parking Cash-In-Lieu Policy C17, the following be approved, **after amendment**:

That the Governance and Finance Committee direct Administration to return to a future Meeting of **Council, no later than 2023 Q3, with a report addressing the possibilities of exploring:**

- Existing parking ratios; and
- Required Parking and the connection to new housing.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

7.0 ADMINISTRATIVE REPORTS

7.1 Request for Direction: Proposed Changes to Community Standards Bylaw 260 Re: Wildlife Attractants, Hiding Cover

FIN23-112 **Moved by** Mayor DiManno

That Item 7.3, Request for Direction: Proposed Changes to Community Standards Bylaw 260 Re: Wildlife Attractants, Hiding Cover, be postponed to the June 26, 2023, Regular Meeting of the Governance and Finance Committee.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

8.0 NEW / URGENT BUSINESS

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

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9.0 CONFIDENTIAL ITEMS

No Confidential Items were scheduled as part of this meeting.

10.0 ADJOURNMENT

FIN23-113 **Moved by** Councillor Ram

That this meeting adjourn at 1:02 p.m.

For: (4): Mayor DiManno, Councillor Olver, Councillor Pelham, and Councillor Ram

MOTION CARRIED

On Original

Corrie DiManno
Mayor

On Original

Libbey McDougall
Municipal Clerk

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