



**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Banff in the Province of Alberta
Council Meeting
Monday, 2022 July 11, at 2:00 p.m.**

COUNCIL MEMBERS PRESENT

Corrie DiManno	Mayor
Grant Canning	Councillor and Deputy Mayor
Chip Olver	Councillor and Acting Mayor (Remote Participation)
Ted Christensen	Councillor (Remote Participation)
Barb Pelham	Councillor
Hugh Pettigrew	Councillor
Kaylee Ram	Councillor

COUNCIL MEMBERS ABSENT

None

ADMINISTRATION PRESENT

Kelly Gibson	Town Manager
Jason Darrah	Director, Communications & Marketing
Darren Enns	Director, Planning & Development
Adrian Field	Director, Engineering (Partial Remote Participation)
Shawn Carr	Acting Director, Community Services
Paul Godfrey	Director, Operations (Remote Participation)
Chris Hughes	Director, Corporate Services
Barbara King	Director, Human Resources (Remote Participation)
Randall McKay	Manager, Strategic Initiatives and Special Projects
Michael Hay	Manager, Environmental Services
Renée Lavergne	Information Governance Coordinator (Remote Participation)
Andrew Wheelhouse	IT Supervisor (Remote Participation)
Lisa Lee	Executive Assistant
Kiersten McDonald	Acting Municipal Clerk

Minutes approved by: On Original On Original



1.0 CALL TO ORDER

To confirm Members of Council, some who participated virtually, as present, the following roll call was conducted:

ROLL CALL:

Present in Chamber: (5): Mayor DiManno, Councillor Canning, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

Remote Participation: (2): Councillor Christensen and Councillor Olver

Mayor DiManno called the Regular Meeting of Council to order at 2:02 p.m.

2.0 APPROVAL OF AGENDA

2.1 Agenda for the 2022 July 11 Regular Meeting of Council

COU22-268 **Moved by** Councillor Canning

That the Agenda for the 2022 July 11 Regular Meeting of Council be approved.

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

2.2 2022 Council Workplan

Council, by unanimous consent, received the 2022 Council Workplan for the Corporate Record.



3.0 ADOPTION OF PREVIOUS COUNCIL MINUTES

3.1 Minutes of the 2022 June 27 Regular Meeting of Council

COU22-269 **Moved by** Councillor Ram

That the Minutes of the 2022 June 27 Regular Meeting of Council be adopted, **as corrected, as follows:**

- **Page 1 of 11, in the document title, by replacing the word “Tuesday” on page one with the word “Monday”; and**
- **Page 10 of 11, Item 11.1, by replacing the word “coting” with the word “voting”.**

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

4.0 INVITED PRESENTATIONS

There were no Invited Presentations scheduled as part of this meeting.

5.0 DELEGATIONS

5.1 Gareth Thomson, Executive Director: Biosphere Institute of the Bow Valley

Council, by unanimous consent, received Gareth Thomson’s, Executive Director of the Biosphere Institute of the Bow Valley, verbal Delegation presentation for the Corporate Record.

6.0 PUBLIC INPUT ON AGENDA ITEMS

6.1 Written Submissions

No Written Submissions were provided at this meeting.



6.2 Verbal Submissions

6.2.1 **Allan** Buckingham (Item 8.1 Request for Decision: Banff Community Plan Scope of Work Overview)

Council, by unanimous consent, received Alan Buckingham's Verbal Submission, with respect to Item 8.1 Request for Decision: Banff Community Plan Scope of Work Overview, for the Corporate Record.

7.0 UNFINISHED BUSINESS

7.1 Confidential Request for Decision: Information Governance and Security Update

COU22-270 **Moved by** Mayor DiManno

That Council recess at 2:30 p.m., to reconvene in a closed meeting, to be conducted in the Council Chamber and in a confidential Zoom Meeting environment, pursuant to Sections 23 (Local public body confidences), 24 (Advice from officials), and 27 (Privileged information) of the *Freedom of Information and Protection of Privacy Act*, to consider confidential matters with respect to Item 7.1 Confidential Request for Decision: Information Governance and Security Update.

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

Council reconvened in closed meeting at 2:31 p.m. with Mayor DiManno in the chair.

Council recessed in closed meeting at 3:28 p.m.

Council reconvened in public meeting at 3:29 p.m. with Mayor DiManno in the Chair.

Individuals in attendance during the closed meeting discussions with respect to Item 7.1, Confidential Briefing: Legal Matter Update:

Clerk: K. McDonald

Advice: K. Gibson, C. Hughes, and J. Darrah



COU22-271 **Moved by** Mayor DiManno

That Council rise and report and postpone Item 7.1 Confidential Request for Decision: Information Governance and Security Update, to the call of Chair.

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

Council, by unanimous consent, recessed at 3:31 p.m. for five minutes

Council reconvened at 3:37 p.m. with Deputy Mayor Canning in the Chair.

8.0 BYLAWS AND STAFF REPORTS

8.1 Briefing: Banff Community Plan Scope of Work Overview

COU22-272 **Moved by** Deputy Mayor Canning

That with request to Item 8.1, Briefing: Banff Community Plan Scope of Work Overview

That Council receive the Banff Community Plan Scope of Work Overview Briefing for the Corporate Record.

For: (6): Deputy Mayor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED



8.2 Request for Decision: Proposed Building Permit Bylaw 69-2

COU22-273 **Moved by** Councillor Pettigrew

That with request to Item 8.2, Request for Decision: Proposed Building Permit Bylaw 69-2, the following be adopted:

That Bylaw 69-2 be introduced and read a first time.

For: (6): Deputy Mayor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

COU22-274 **Moved by** Councillor Pettigrew

That with respect to Item 8.2 Request for Decision: Proposed Building Permit Bylaw 69-2, the following be adopted:

That Council postpone second and third reading of proposed Bylaw 69-2, the Building Permit Bylaw, and direct Administration to return to a future meeting of Council with information regarding the following Section of proposed Bylaw 69-2 and to discuss an estimated cost of construction greater than \$5,000 to trigger the need for a permit:

5. A Permit is not required for construction with an Estimated Cost of Construction of five thousand dollars (\$5,000.00) or less in total value where, in the opinion of the Safety Codes Officer, matters affecting health or safety are not involved.

For: (6): Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED



9.0 COMMITTEE REPORTS

Council, by unanimous consent, received that the following Committee Report for the Corporate Record:

- 9.1 Approved Minutes of the 2022 May 26 Regular Meeting of the Bow Valley Regional Housing Board

10.0 CORRESPONDENCE

Council, by unanimous consent, received the following Correspondence for the Corporate Record:

- 10.1 Laurie Hardingham: Email Re: Traffic in Banff, received 2022 July 06

COU22-275 **Moved by** Councillor Pelham

That Council recess to the call of the chair.

For: (6): Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

Council, by unanimous consent, recessed at 4:52 p.m.

Council reconvened at 5:10 p.m., at which time Mayor DiManno assumed the chair and Councillor Canning returned to his regular seat in Council.

Council, by unanimous consent, brought forward Item: 7.1, Confidential Request for Decision: Information Governance and Security Update, to be dealt with at this time.



COU22-276 **Moved by** Mayor DiManno

That Council recess at 5:11 p.m., to reconvene in a closed meeting, to be conducted in the Council Chamber and in a confidential Zoom Meeting environment, pursuant to Sections 23 (Local public body confidences), 24 (Advice from officials), and 27 (Privileged information) of the *Freedom of Information and Protection of Privacy Act*, to consider confidential matters with respect to Item 7.1 Confidential Request for Decision: Information Governance and Security Update.

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

Council reconvened in closed meeting at 5:13 p.m. with Mayor DiManno in the Chair.

Council recessed in closed meeting at 5:24 p.m.

Council reconvened in public meeting at 5:25 p.m. with Mayor DiManno in the Chair.

COU22-277 **Moved by** Mayor DiManno

That Council rise and report.

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

Individuals in attendance during the closed meeting discussions with respect to Item 7.1, Confidential Request for Decision: Information Governance and Security Update:

Clerk: K. McDonald, L. Lee

Advice: K. Gibson, C. Hughes, and J. Darrah



A Revised Cover Report was received for the Corporate Record with respect to Item 7.1, Confidential Request for Decision: Information Governance and Security Update.

COU22-278 **Moved by** Mayor DiManno

That with respect to Item 7.1, Confidential Request for Decision: Information Governance and Security Update, the following be adopted:

That Council, pursuant to Section 3.6 of Procedures Bylaw 44-7, suspend Section 13.12 a) and b) to allow Council to reconsider Motion COU22-144, considered as part of the 2022 April 25 Regular Meeting of Council, to approve the 2022 – 2024 Operating Budget, as amended.

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

COU22-279 **Moved by** Mayor DiManno

That with respect to Item 7.1, Confidential Request for Decision: Information Governance and Security Update, the following be adopted:

That Council approve a 2022 budget amendment for \$656,000, to cover the costs of responding to the cyber security attack and to enhance our current cyber security position, funded from the Budget Stabilization Reserve

For: (6): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, and Councillor Ram

Against: (1): Councillor Pettigrew

MOTION CARRIED



COU22-280 **Moved by** Councillor Ram

That with respect to Item 7.1, Confidential Request for Decision: Information Governance and Security Update, the following be adopted:

That Council direct Administration to prepare a new service level request for the 2023 Service Review including options for future cyber security measures

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

COU22-281 **Moved by** Councillor Pelham

That with respect to Item 7.1, Confidential Request for Decision: Information Governance and Security Update, the following be adopted:

That Council approve the amended 2022-2024 Operating Budget, as further amended by COU22-279.

For: (6): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, and Councillor Ram

Against: (1): Councillor Pettigrew

MOTION CARRIED

COU22-282 **Moved by** Mayor DiManno

That with respect to Item 7.1, Confidential Request for Decision: Information Governance and Security Update, the following be adopted:

That Council direct that the **Revised** Report be released as a public document.

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

Against: (3): Councillor Christensen, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED



COU22-283 Moved by Mayor DiManno

That with respect to Item 7.1, Confidential Request for Decision: Information Governance and Security Update, the following be adopted:

That Council direct that the Confidential Attachment, and closed meeting discussions remain confidential pursuant to Sections 23 (Local public body confidences), 24 (Advice from officials), and 27 (Privileged information) of the *Freedom of Information and Protection of Privacy Act*.

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

11.0 NEW/URGENT BUSINESS

No New/ Urgent Business was added as part of the meeting.

12.0 CONFIDENTIAL ITEMS

No Confidential Items were scheduled as part of the meeting.



13.0 ADJOURNMENT

COU22-284 **Moved by** Councillor Pettigrew

That this Council adjourn at 5:32 p.m.

ROLL CALL VOTE:

For: (7): Mayor DiManno, Councillor Canning, Councillor Christensen, Councillor Olver, Councillor Pelham, Councillor Pettigrew, and Councillor Ram

MOTION CARRIED

On Original
Corrie DiManno
Mayor

On Original
Kiersten McDonald
Acting Municipal Clerk