



**MINUTES OF THE GOVERNANCE AND FINANCE COMMITTEE MEETING**  
**of the Town of Banff in the Province of Alberta**  
**Regular Meeting of the Governance and Finance Committee**  
**Monday, 2022 August 8, at 9:00 a.m.**

**MEMBERS PRESENT**

Corrie DiManno	Mayor
Grant Canning	Councillor and Deputy Mayor
Chip Olver	Councillor and Acting Mayor
Barb Pelham	Councillor
Hugh Pettigrew	Councillor
Kaylee Ram	Councillor

**MEMBERS ABSENT**

Ted Christensen	Councillor
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**ADMINISTRATION PRESENT**

Kelly Gibson	Town Manager	
Silvio Adamo	Director, Protective Services, Fire Chief	(Remote Participation)
Jason Darrah	Director, Communications and Marketing	(Remote Participation)
Darren Enns	Director, Planning & Development	
Pierre-Hugues Gagnon	Acting Director, Engineering	(Remote Participation)
Allison Gerrits	Director, Community Services	
Paul Godfrey	Director, Operations	(Remote Participation)
Chris Hughes	Director, Corporate Services	
Barbara King	Director, Human Resources	(Remote Participation)
Amanda Arbuckle	Manager of Recreation Services	
Michael Hay	Manager, Environmental Services	(Remote Participation)
Randall McKay	Manager, Strategic Initiatives	(Remote Participation)
Dorothee Esquerre	Finance Officer	
Libbey McDougall	Municipal Clerk	
Lisa Lee	Executive Assistant, Mayor's Office	(Remote Participation)
Kiersten McDonald	Legislative Advisor	

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## 1.0 CALL TO ORDER

To confirm Members of the Governance and Finance Committee as present the following roll call was conducted:

### ROLL CALL:

Present In Chamber: (6): Mayor DiManno, Councillor Canning, Councillor Pettigrew, Councillor Pelham, Councillor Olver, and Councillor Ram

Absent: (1): Councillor Christensen

Mayor DiManno called the Regular Meeting of the Governance and Finance Committee to order at 9:01 a.m.

## 2.0 APPROVAL OF AGENDA

2.1 Agenda for the 2022 August 08 Regular Meeting of the Governance and Finance Committee

FIN22-167 **Moved by** Councillor Olver

That the Agenda for the 2022 August 08 Regular Meeting of the Governance and Finance Committee be approved.

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

**MOTION CARRIED**



### 3.0 **ADOPTION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES**

#### 3.1 Minutes of the 2022 July 11 Regular Meeting of the Governance and Finance Committee

The following correction was noted to the Minutes of the 2022 July 11 Regular Meeting of the Governance and Finance:

- Page 6 of 7, by adding the following words at the top of the page:

Administration in Attendance during the confidential discussions for Item 10.1,  
Confidential Request for Direction: Snow and Ice Management Strategic Review:

Clerk: K. McDonald and L. Lee

Advice: K. Gibson, J. Darrah, S. Carr, D. Enns, P. Godfrey, C. Hughes, M. Hay, A. Rocha, C. McCartney, and M. Breau

FIN22-168 **Moved by** Councillor Olver

That the Minutes of the 2022 July 11 Regular Meeting of the Governance and Finance Committee be adopted, **as corrected**.

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

**MOTION CARRIED**

### 4.0 **DELEGATIONS AND INVITED PRESENTATIONS**

No Delegations and Invited Presentations were scheduled as part of this meeting.



## 5.0 PUBLIC INPUT ON AGENDA ITEMS

### 5.1 Written Submissions

No written submissions were received for this meeting.

### 5.2 Verbal Submissions

No verbal submissions were provided as part of this meeting.

## 6.0 UNFINISHED BUSINESS

No Unfinished Business was scheduled as part of this meeting.

## 7.0 REPORTS

### 7.1 Request for Direction: 2022 Financial Plan Update

FIN22-169 **Moved by** Mayor DiManno

That with respect to Item 7.1, Request for Direction: 2022 Financial Plan Update, the following be approved:

That the Governance and Finance Committee direct Administration to amend the Financial Plan to reflect Option #3: Annual adjustment of Town Wages of 5.1% based on Alberta CPI only.

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

**MOTION CARRIED**



FIN22-170 **Moved by** Mayor DiManno

That with respect to Item 7.1, Request for Direction: 2022 Financial Plan Update, the following be approved, **as amended**:

That Governance and Finance Committee adopt the Financial Plan (**amended** Attachment 1 and 2), with recommended changes proposed by Administration noted in red, **and further amended by Committee**, for the 2023 Service Review.

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

**MOTION CARRIED**

7.2 Request for Direction: Trail Lighting in Banff

FIN22-171 **Moved by** Councillor Pettigrew

That with respect to Item 7.2, Request for Direction: Trail Lighting in Banff, the following be approved:

That the Governance and Finance Committee postpone Item 7.2, Request for Direction: Trail Lighting in Banff, to the next regular meeting of the Governance and Finance Committee.

For: (1): Councillor Pettigrew

Against: (5): Mayor DiManno, Councillor Canning, Councillor Olver, Councillor Pelham, and Councillor Ram

**MOTION DEFEATED**



FIN22-172 **Moved by Mayor DiManno**

That with respect to Item 7.2, Request for Direction: Trail Lighting in Banff, the following be approved:

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

1. The proposed Trail Lighting Policy (Attachment 1).

For: (5): Mayor DiManno, Councillor Canning, Councillor Olver, Councillor Pelham, and Councillor Ram

Against: (1): Councillor Pettigrew

**MOTION CARRIED**

FIN22-173 **Moved by Councillor Ram**

That with respect to Item 7.2, Request for Direction: Trail Lighting in Banff, the following be approved:

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

2. A Report outlining the lighting evaluation results using the proposed criteria included in this Report, for the following locations:
  - a) Central Park Washroom to Recreation Grounds Pavilion Trail (fall 2022);
  - b) Parks Canada Administration Grounds to Jasper Way Trail;
  - c) Antelope Lane to Tunnel Mountain Road Trail; and
  - d) Section C of the Legion to Muskrat Bridge Trail as outlined in Council Policy C7002, Trail Lighting Policy.

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

**MOTION CARRIED**



Committee recessed at 10:45 a.m. to reconvene at 11:00 a.m.

Committee reconvened at 11:02 a.m. with Mayor DiManno in the chair.

To confirm Members of Committee as present the following roll call was conducted:

**ROLL CALL:**

Present In Chamber: (6): Mayor DiManno, Councillor Canning, Councillor Pettigrew, Councillor Pelham, Councillor Olver, and Councillor Ram

7.3 Committee Briefing: 2022 Second Quarter Forecast

A clerical correction was noted on page 1 of 2, under the header “Other Information”, second bullet point, by deleting the amount “\$147K” following the words “Planning & Development of” and substituting with the amount “\$112K”.

FIN22-174 **Moved by** Mayor DiManno

That with respect to Item 7.3, Committee Briefing: 2022 Second Quarter Forecast, the following be approved:

That the Governance and Finance Committee accept the **Corrected** 2022 Second Quarter Forecast Briefing for the Corporate Record.

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

**MOTION CARRIED**



7.4 Request for Direction: Smoke Free Public Places Bylaw

FIN22-175 **Moved by** Councillor Olver

That with respect to Item 7.4, Request for Direction: Smoke Free Public Places Bylaw, the following be approved:

That the Governance and Finance Committee direct Administration to bring draft Bylaw 467, Smoke Free Public Places, to Council, no later than 2022 Q4, for consideration of first reading.

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

**MOTION CARRIED**

8.0 **CORRESPONDENCE**

No Correspondence was received for this meeting.

9.0 **NEW/URGENT BUSINESS**

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

10.0 **CONFIDENTIAL ITEMS**

No Confidential Items were scheduled as part of this meeting.





## 11.0 ADJOURNMENT

FIN22-176 **Moved by** Councillor Canning

That this meeting adjourn at 11:43 a.m.

ROLL CALL VOTE:

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

**MOTION CARRIED**

On Original  
Corrie DiManno  
Mayor

On Original  
Kiersten McDonald  
Legislative Advisor