



Approved October 23, 2023

Regular Meeting of the Governance and Finance Committee  
October 10, 2023

**MINUTES OF THE REGULAR MEETING OF  
THE GOVERNANCE AND FINANCE COMMITTEE MEETING  
of the Town of Banff in the Province of Alberta  
Tuesday, October 10, 2023, 9:00 a.m.**

**MEMBERS PRESENT**

Corrie DiManno	Mayor
Barb Pelham	Councillor and Acting Mayor
Grant Canning	Councillor
Hugh Pettigrew	Councillor

**MEMBERS ABSENT**

Chip Olver	Councillor and Deputy Mayor	
Ted Christensen	Councillor	
Kaylee Ram	Councillor	(With Leave)

**ADMINISTRATION PRESENT**

Kelly Gibson	Town Manager	
Jason Darrah	Director, Communications and Marketing	(Remote Participation)
Darren Enns	Director, Planning and Environment	
Alison Gerrits	Director, Community Services	(Remote Participation)
Caroline McCartney	Acting Director, Operations	
Chris Hughes	Director, Corporate Services	
Barbara King	Director, Human Resources	(Remote Participation)
Katherine Severson	Director, Protective and Emergency Services	(Remote Participation)
Stan Andronyk	Manager of Protective Services	
Randall McKay	Manager, Strategic Initiatives + Special Projects	(Remote Participation)
Renée Lavergne	Information Governance Coordinator	(Remote Participation)
Lisa Lee	Executive Assistant, Mayor's Office	(Remote Participation)
Libbey McDougall	Municipal Clerk	

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## 1.0 CALL TO ORDER

Present In Chamber: (4): Mayor DiManno, Councillor Canning, Councillor Pelham, and Councillor Pettigrew

Excused by Council: (1): Councillor Ram

Absent: (2): Councillor Christensen and Councillor Olver

Mayor DiManno called the October 10, 2023, Regular Meeting of the Governance and Finance Committee to order at 9:07 a.m.

Councillor Pelham provided a land acknowledgment at today's meeting.

## 2.0 APPROVAL OF AGENDA

2.1 Agenda for the October 10, 2023, Regular Meeting of the Governance and Finance Committee

FIN23-157 **Moved by** Councillor Pelham

That the Agenda for the October 10, 2023, Regular Meeting of the Governance and Finance Committee be approved.

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

**MOTION CARRIED**

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### 3.0 CONFIRMATION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

#### 3.1 Minutes of the September 25, 2023, Regular Meeting of the Governance and Finance Committee

The following clerical corrections were noted to page 6 of 8 of the document:

- Item 5.2.5, by deleting the name “Thoron” following the name “Shannon” and substituting with the name “Theron”; and
- Item 5.2.6, by deleting the name “Emmanuelle” preceding the names “Olibera-Dorn” and substituting with the name “Manuela”.

FIN23-158 **Moved by** Councillor Pettigrew

That the Minutes for the September 25, 2023, Regular Meeting of the Governance and Finance Committee be confirmed, **as corrected**.

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

**MOTION CARRIED**

### 4.0 DELEGATIONS

#### 4.1 Biosphere Institute of the Bow Valley represented by Gareth Thomson, Executive Director

Committee, by unanimous consent, received Gareth Thomson’s verbal presentation on behalf of the Biosphere Institute of the Bow Valley for the Corporate Record.

### 5.0 PUBLIC INPUT ON APPROVED AGENDA ITEMS

#### 5.1 Written Submissions

No Written Submissions were received for this meeting.

#### 5.2 Verbal Submissions

No Verbal Submissions were provided at this meeting.

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## 6.0 UNFINISHED BUSINESS

No Items of Unfinished Business were scheduled as part of this meeting.

## 7.0 ADMINISTRATIVE REPORTS

### 7.1 Request for Direction: Review of Bylaw 4-2 – General Penalties

FIN23-159 **Moved by** Mayor DiManno

That with respect to Item 7.1, Request for Direction: Review of Bylaw 4-2, General Penalties, the following be approved:

That the Governance and Finance Committee direct that Administration return to a future meeting of Council with a proposed Bylaw, based on Attachment 2, for consideration of three readings.

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

**MOTION CARRIED**

### 7.2 Request for Direction: Street and Public Place Use Bylaw 124 Review – Snow and Ice Removal from Sidewalks Adjacent to Private Property

FIN23-160 **Moved by** Mayor DiManno

That with respect to Item 7.2, Request for Direction: Street and Public Place Use Bylaw 124 Review – Snow and Ice Removal from Sidewalks Adjacent to Private Property, the following be approved:

That the Governance and Finance Committee direct that Administration return to a future meeting of Council with an amending Bylaw to the Street and Public Place Use Bylaw 124 that would address clearing of snow and ice from sidewalks adjacent to private property by continuing with the current 24-hour removal requirement.

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

**MOTION CARRIED**

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**FIN23-161 Moved by Mayor DiManno**

That with respect to Item 7.2, Request for Direction: Street and Public Place Use Bylaw 124 Review – Snow and Ice Removal from Sidewalks Adjacent to Private Property, the following be approved:

That the Governance and Finance Committee direct that Administration return to a future meeting of Council with an amending Bylaw to the Street and Public Place Use Bylaw 124 that would address an increase of fines associated with non-compliance:

- a. First Offence - \$200.00.

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

**MOTION CARRIED**

**FIN23-163 Moved by Councillor Pettigrew**

That Motion FIN23-162 be amended in subsection b., by deleting the amount “\$400.00” following the words “offences in calendar year) –” and substituting with the amount “\$300.00”.

For: (2): Councillor Canning and Councillor Pettigrew

Against: (2): Mayor DiManno and Councillor Pelham

**MOTION DEFEATED ON A TIE**

**FIN23-162 Moved by Mayor DiManno**

That with respect to Item 7.2, Request for Direction: Street and Public Place Use Bylaw 124 Review – Snow and Ice Removal from Sidewalks Adjacent to Private Property, the following be approved:

That the Governance and Finance Committee direct that Administration return to a future meeting of Council with an amending Bylaw to the Street and Public Place Use Bylaw 124 that would address an increase of fines associated with non-compliance:

- b. Second offence (and any further offences in calendar year) – \$400.00.

For: (3): Mayor DiManno, Councillor Canning, and Councillor Pelham

Against: (1): Councillor Pettigrew

**MOTION CARRIED**

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FIN23-164 **Moved by Mayor DiManno**

That with respect to Item 7.2, Request for Direction: Street and Public Place Use Bylaw 124 Review – Snow and Ice Removal from Sidewalks Adjacent to Private Property, the following be approved:

That the Governance and Finance Committee recommend that Council provide financial support to the Snow Angel program as an added incentive to potential participants.

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

**MOTION CARRIED**

**8.0 NEW / URGENT BUSINESS**

No Items of New/ Urgent Business were added as part of this meeting.

**9.0 CONFIDENTIAL ITEMS**

No Confidential Items were scheduled as part of this meeting.

**10.0 ADJOURNMENT**

FIN23-165 **Moved by Councillor Pettigrew**

That this meeting adjourn at 10:22 a.m.

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

**MOTION CARRIED**

On Original

\_\_\_\_\_  
Corrie DiManno  
Mayor

On Original

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Libbey McDougall  
Municipal Clerk

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