



**MINUTES OF THE REGULAR MEETING OF  
THE GOVERNANCE AND FINANCE COMMITTEE MEETING  
of the Town of Banff in the Province of Alberta  
Monday, November 27, 2023, 9:00 a.m.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Chip Olver	Councillor and Deputy Mayor	
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	
Adrian Field	Director, Engineering	(Remote Participation)
Alison Gerrits	Director, Community Services	(Remote Participation)
Paul Godfrey	Director, Operations	
Chris Hughes	Director, Corporate Services	
Barbara King	Director, Human Resources	(Remote Participation)
Katherine Severson	Director, Emergency and Protective Services	
Russ Geyer	Fire Chief	
Randall McKay	Manager, Strategic Initiatives + Special Projects	(Remote Participation)
Agustina Rocha- Jaje	Manager, Municipal Parks	
Emma Sanborn	Development Planner	
Kristie Nichol	Finance and Budget Specialist	
Renée Lavergne	Information Governance Coordinator	(Remote Participation)
Lisa Lee	Executive Assistant, Mayor's Office	(Remote Participation)
Kiersten McDonald	Legislative Advisor	
Libbey McDougall	Municipal Clerk	



Approved December 11, 2023

Regular Meeting of the Governance and Finance Committee  
November 27, 2023

## 1.0 CALL TO ORDER

Present In Chamber: (5): Mayor DiManno, Councillor Pelham, Councillor Canning, Councillor Christensen, and Councillor Pettigrew

Absent with Leave: (2): Councillor Ram and Councillor Olver

Mayor DiManno called the November 27, 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 November 27, 2023, Regular Meeting of the Governance and Finance Committee

FIN23-199 **Moved by** Councillor Pettigrew

That the Agenda for the November 27, 2023, Regular Meeting of the Governance and Finance Committee be approved.

For: (5): Mayor DiManno, Councillor Pelham, Councillor Canning, Councillor Christensen, and Councillor Pettigrew

**MOTION CARRIED**

Minutes approved by: On Original On Original



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Regular Meeting of the Governance and Finance Committee  
November 27, 2023

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

#### 3.1 Minutes of the November 13, 2023, Regular Meeting of the Governance and Finance Committee

A clerical correction to the Minutes was noted on motion FIN23-187. The vote listed Councillor Ram rather than Councillor Christensen.

FIN23-200 **Moved by** Councillor Pelham

That the **corrected** Minutes for the November 13, 2023, Regular Meeting of the Governance and Finance Committee be confirmed.

For: (5): Mayor DiManno, Councillor Pelham, Councillor Canning, Councillor Christensen, and Councillor Pettigrew

**MOTION CARRIED**

### 4.0 DELEGATIONS

No Delegations were scheduled as part of this meeting.

### 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 for this meeting.

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Regular Meeting of the Governance and Finance Committee  
November 27, 2023

## 6.0 UNFINISHED BUSINESS

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

## 7.0 ADMINISTRATIVE REPORTS

### 7.1 Briefing: Update on FireSmart Activities and WUI (Wildland-Urban Interface) Mitigation

FIN23-201 **Moved by** Mayor DiManno

That with respect to Item 7.1, Briefing: Update on FireSmart Activities and WUI (Wildland-Urban Interface) Mitigation, the following be approved:

That the Governance and Finance Committee receive this Briefing for the Corporate Record.

For: (5): Mayor DiManno, Councillor Pelham, Councillor Christensen, Councillor Canning, and Councillor Pettigrew

**MOTION CARRIED**

### 7.2 Request for Direction: Urban Forest Canopy Retention Challenges

FIN23-202 **Moved by**

That with respect to Item 7.2, Request for Direction: Urban Forest Canopy Challenges, the following be approved:

That the Governance and Finance Committee direct Administration to return to a future meeting of the Governance and Finance Committee with a report outlining the budgetary implications associated with the following proposed solutions, outlined in this Report:

Minutes approved by: On Original On Original



Approved December 11, 2023

Regular Meeting of the Governance and Finance Committee  
November 27, 2023

- Require a mandatory ratio replacement, to be determined, on public or private land; and
- Create a monitoring and enforcement system to ensure replacement trees are planted and survive at least 3 years from the planting date; and
- Develop a replanting schedule of deciduous trees to maintain tree canopy and indirectly improve species diversity within the forest, aligned with FireSmart guideline

For: (5): Mayor DiManno, Councillor Canning, Councillor Pelham, Councillor Christensen, and Councillor Pettigrew

### **MOTION CARRIED**

Committee, by unanimous consent, recessed at 10:35 a.m. for a fifteen-minute break to reconvene at 10:50 a.m.

Committee reconvened at 10:51 a.m. with Mayor DiManno in the Chair.

#### 7.3 Request for Direction: Proposed Policy C103-1 Public Art

FIN23-203 **Moved by** Councillor Pelham

That with respect to Item 7.3, Request for Direction: Proposed Policy C103-1 Public Art, the following be approved:

That proposed Policy C103-1, Public Art, be amended in section 7.2, General Procedures – Public Art Projects, subsection f, by including the words “Members of the Jury are to avoid conflict of interest or pecuniary interests.” following the words “members of the community.” And before the words “Jury size is determined [...]” to read as follows:

#### f) Selection Panels/Juries:

In the case of the first two methods mentioned in the previous section, the Community Art Committee is responsible for appointing a jury which will adjudicate on the appropriateness and quality of art. A jury will be appointed for each project, made up of individuals with professional expertise, practicing artists, and members of the community. Members of the Jury are to avoid conflict of interest or pecuniary interests. Jury size is determined by the scope of the project, but a five-to-seven-member jury is generally desirable. Throughout the jury process minutes will be taken, records kept, and information will be clearly

Minutes approved by: On Original On Original



Approved December 11, 2023

Regular Meeting of the Governance and Finance Committee  
November 27, 2023

communicated. All information exchanged between the jury is strictly confidential until the announcement of a winner.

For: (5): Mayor DiManno, Councillor Canning, Councillor Pelham, Councillor Christensen, and Councillor Pettigrew

### **MOTION CARRIED**

FIN23-204 **Moved by** Councillor Pelham

That with respect to Item 7.3, Request for Direction: Proposed Policy C103-1 Public Art, the following be approved:

That proposed Policy C103-1, Public Art, be amended in section 7.2, General Procedures – Public Art Projects, subsection g, by including the following new bullet points:

- Photographs or concept images of the project.
- Dimensions and weight of the project.

For: (5): Mayor DiManno, Councillor Canning, Councillor Pelham, Councillor Christensen, and Councillor Pettigrew

### **MOTION CARRIED**

FIN23-205 **Moved by** Mayor DiManno

That with respect to Item 7.3, Request for Direction: Proposed Policy C103-1 Public Art, the following be approved, **as amended**:

That the Governance and Finance Committee recommend that Council approve proposed Policy C103-1, Public Art, **as amended**.

For: (5): Mayor DiManno, Councillor Canning, Councillor Pelham, Councillor Christensen, and Councillor Pettigrew

### **MOTION CARRIED**

Minutes approved by: On Original On Original



Approved December 11, 2023

Regular Meeting of the Governance and Finance Committee  
November 27, 2023

7.4 Briefing: 2023 Third Quarter Forecast

FIN23-206 **Moved by** Councillor Pelham

That with respect to Item 7.4, Briefing: 2023 Third Quarter Forecast, the following be approved:

That Governance and Finance Committee receive the Briefing for the Corporate Record.

For: (5): Mayor DiManno, Councillor Canning, Councillor Pelham, Councillor Christensen, and Councillor Pettigrew

**MOTION CARRIED**

7.5 Briefing: Public Input Policy

FIN23-207 **Moved by** Councillor Pelham

That with respect to Item 7.5, Briefing: Public Input Policy, the following be approved:

That Governance and Finance Committee receive the Briefing for the Corporate Record.

For: (5): Mayor DiManno, Councillor Canning, Councillor Pelham, Councillor Christensen, 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.

Minutes approved by: On Original On Original



Approved December 11, 2023

Regular Meeting of the Governance and Finance Committee  
November 27, 2023

## 10.0 ADJOURNMENT

FIN23-208 **Moved by** Councillor Pettigrew

That the November 27, 2023, Regular Meeting of the Governance and Finance Committee adjourn at 12:00 p.m.

For: (5): Mayor DiManno, Councillor Canning, Councillor Pelham, Councillor Christensen, and Councillor Pettigrew

**MOTION CARRIED**

On Original

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Corrie DiManno  
Mayor

On Original

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Kiersten McDonald  
Legislative Advisor

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