



**MINUTES OF THE REGULAR MEETING OF  
THE GOVERNANCE AND FINANCE COMMITTEE MEETING  
of the Town of Banff in the Province of Alberta  
Wednesday, November 29, 2023, 9:00 a.m.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

None

**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	
Paul Godfrey	Director, Operations	
Chris Hughes	Director, Corporate Services	
Barbara King	Director, Human Resources	(Remote Participation)
Katherine Severson	Director, Emergency and Protective Services	(Remote Participation)
Randall McKay	Manager, Strategic Initiatives + Special Projects	(Remote Participation)
Dave Michaels	Manager, Planning Services	
Emma Sanborn	Development Planner	
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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Approved December 11, 2023

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## 1.0 CALL TO ORDER

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

Remote Participation (1): Councillor Olver

Mayor DiManno called the November 29, 2023, Regular Meeting of the Governance and Finance Committee to order at 9:05 a.m.

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

## 2.0 APPROVAL OF AGENDA

2.1 Agenda for the November 29, 2023, Regular Meeting of the Governance and Finance Committee

FIN23-209 **Moved by** Councillor Ram

That the Agenda for the November 29, 2023, Regular Meeting of the Governance and Finance Committee be approved.

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

**MOTION CARRIED**

## 3.0 CONFIRMATION OF PREVIOUS GOVERNANCE AND FINANCE COMMITTEE MINUTES

No Minutes were included as part of this meeting for confirmation.

## 4.0 DELEGATIONS

No Delegations were scheduled as part of this meeting.

Minutes approved by: On Original On Original



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## **5.0 PUBLIC INPUT ON APPROVED AGENDA ITEMS**

### **5.1 Written Submissions**

No Written Submissions were received for this meeting.

### **5.2 Verbal Submissions**

Committee, by unanimous consent, received the following Verbal Submission presentations for the Corporate Record:

5.2.1 Tim Latter (Item 7.1, Request for Decision: Residential Density)

5.2.2 Wanda Bogdane, Executive Director, Banff and Lake Louise Hospitality Association (Item 7.1, Request for Decision: Residential Density, and Item 7.2, Request for Decision: Housing Policy C012 and Business License Bylaw 22-10)

5.2.3 Shawn Birch, President and CEO of Banff Lodging Co (Item 7.1, Request for Decision: Residential Density)

5.2.4 Christian Dubois (Item 7.1, Request for Decision: Residential Density)

## **6.0 UNFINISHED BUSINESS**

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

## **7.0 ADMINISTRATIVE REPORTS**

### **7.1 Request for Decision: Residential Density**

A PowerPoint Presentation entitled “Residential Density”, dated November 29, 2023, was received for the Corporate Record with respect to Item 7.1, Request for Decision: Residential Density.

Committee by unanimous consent, recessed at 10:49 a.m. to reconvene at 11:05 a.m.

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Committee reconvened at 11:05 with Mayor DiManno in the chair.

FIN23-210 **Moved by** Mayor DiManno

That with respect to Item 7.1, Residential Density, regarding Development Regulations- Options to simplify, the following be approved:

That the Governance and Finance Committee direct administration to draft Land Use Bylaw amendments that standardize and simplify development regulations to create high, medium, and low-density scenarios which includes:

- Applying the same regulations for each density scenario to the existing Land Use Districts

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

**MOTION CARRIED**

FIN23-211 **Moved by** Mayor DiManno

That with respect to Item 7.1, Residential Density, regarding Development Regulations – Additional Options, the following be approved:

That the Governance and Finance Committee direct administration to include the removal of minimum and maximum dwelling size with any Land Use Bylaw amendments.

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

Against: (1): Councillor Christensen

**MOTION CARRIED**

FIN23-212 **Moved by** Mayor DiManno

That with respect to Item 7.1, Residential Density, regarding Options for Amending the Boundaries of Existing Residential Land Use Districts, the following be approved:

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That the Governance and Finance Committee direct administration to draft amendments to the Land Use Districts boundaries and their associated regulations as outlined in this section of the report for the following districts:

- RCN: Cougar North
- RMR: Marmot/Rundle
- RRA: Rainbow Avenue
- RRF: River Front
- RSA: Spray Avenue
- RTM: Tunnel Mountain
- RVV: Valley View

For: (6): Mayor DiManno, Councillor Pelham, Councillor Canning, Councillor Olver, Councillor Ram, and Councillor Pettigrew  
Against: (1): Councillor Christensen

**MOTION CARRIED**

**FIN23-213 Moved by Councillor Pelham**

That with respect to Item 7.1, Residential Density, regarding Options for Amending the Boundaries of Existing Residential Land Use Districts, the following be approved.

That the Governance and Finance Committee direct administration to draft amendments to the Land Use District Boundaries as follows:

That the RSC: Squirrel/Cougar district be separated, and the southern portion of the map highlighted on page 16 of 26 in the report be grouped into the high-density category and the northern section be grouped into medium-density category.

**FIN23-214 Amendment Moved by Mayor DiManno**

That Motion FIN23-213 be amended by striking out the words following “Squirrel/ Cougar district” and before the words “be grouped into” and striking out the words following “high-density category”, to read as follows:

**That the RSC: Squirrel/Cougar district be grouped into the high-density category.**

**Vote on Amendment:**

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

Against: (2): Councillor Christensen and Councillor Pettigrew

**MOTION CARRIED**

**Vote on Main Motion FIN23-213, as amended:**

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

Against: (2): Councillor Christensen and Councillor Pettigrew

**MOTION CARRIED**

FIN23-215 **Moved by** Mayor DiManno

That with respect to Item 7.1, Residential Density, regarding Options to Rezone non-residential districts to residential districts, the following be approved.

That the Governance and Finance Committee direct that discussion on next steps on non-residential districts to be considered for rezoning to residential districts be deferred until after the Tatanga Ridge Benchlands scope of work has been brought before Council.

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

**MOTION CARRIED**

Committee, recessed at 1:05 p.m. to reconvene at 2:05 p.m.

Committee reconvened at 2:05 p.m. with Mayor DiManno in the chair.

7.2 Request for Decision: Housing Policy C012 and Business License Bylaw 22-10

FIN23-216 **Moved by** Councillor Pelham

That with respect to Item 7.2, Housing Policy C012 and Business License Bylaw 22-10, regarding Bedroom Build Costs in Banff, the following be approved:

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That Governance and Finance Committee direct Administration to adjust the cash-in-lieu fee to a rate which matches or is more closely connected to the real build cost of a bedroom in 2023 rates as well as an annual inflationary tool.

FIN23-217 **Amendment Moved by Councillor Pettigrew**

That Motion FIN23-216 be amended by including the words “, including the cost of land,” following the words “real build cost” and before the words “of a bedroom” to read as follows:

That Governance and Finance Committee direct Administration to adjust the cash-in-lieu fee to a rate which matches or is more closely connected to the real build cost, **including the cost of land**, of a bedroom in 2023 rates as well as an annual inflationary tool.

**Vote on Amendment:**

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

**MOTION CARRIED**

**Vote on Main Motion FIN23-216, as amended:**

For: (1): Councillor Pettigrew

Against: (4): Mayor DiManno, Councillor Pelham, Councillor Canning, and Councillor Christensen

**MOTION DEFEATED**

FIN23-218 **Moved by Mayor DiManno**

That with respect to Item 7.2, Housing Policy C012 and Business License Bylaw 22-10, regarding Bedroom Build Costs in Banff, the following be approved:

That the Governance and Finance Committee direct that this discussion and associated reports on Cash in Lieu rates connected to the real build cost of a bedroom, be deferred to a future meeting of the Governance and Finance Committee after the Housing Ratio Study is presented to Council.

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

**MOTION CARRIED**

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**FIN23-219 Moved by Mayor DiManno**

That with respect to Item 7.2, Housing Policy C012 and Business License Bylaw 22-10, regarding Yearly fee associated with contribution to the housing reserve, the following be approved:

That Governance and Finance Committee direct Administration to explore inclusion of charitable and non-profit organizations and Family Day Homes as unique categories in *Business License Bylaw 22-10*, and continue the existing approach to housing requirements (levied at the time of a development permit) for business types with required exemptions including doctors and lawyers from the *Business License Bylaw 22-10*.

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

**MOTION CARRIED**

**FIN23-220 Moved by Mayor DiManno**

That with respect to Item 7.2, Housing Policy C012 and Business License Bylaw 22-10, regarding Further Possible Amendments to Housing Policy C012, the following be approved:

That Governance and Finance Committee direct Administration to draft policy amendments which discontinue the allowance of adding bedrooms to existing dwelling units to satisfy Land Use Bylaw housing requirements.

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

**MOTION CARRIED**

**FIN23-221 Moved by Mayor DiManno**

That with respect to Item 7.2, Housing Policy C012 and Business License Bylaw 22-10, regarding Additional direction required - Housing Policy C012, the following be approved:

That Governance and Finance Committee direct Administration to add 3.2 a-e, as listed in on pages 2 and 3 of Attachment A, C012 Housing Consolidated Redlined, to Housing Policy C012.

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

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**MOTION CARRIED**

FIN23-222 **Moved by** Councillor Pettigrew

That with respect to Item 7.2, Housing Policy C012 and Business License Bylaw 22-10, the following be approved:

That Governance and Finance Committee direct Administration to return to a future Meeting of Council with Housing Policy C012, **as amended**.

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

**MOTION CARRIED**

FIN23-223 **Moved by** Mayor DiManno

That with respect to Item 7.2, Housing Policy C012 and Business License Bylaw 22-10, the following be approved:

That Governance and Finance Committee direct Administration to include draft policy information in public information sessions related to housing.

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

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**10.0 ADJOURNMENT**

FIN23-224 **Moved by** Councillor Pettigrew

That the November 29, 2023, Regular Meeting of the Governance and Finance Committee adjourn at 3:43 p.m.

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