



Approved: September 4, 2012

TOWN OF CANMORE

MINUTES

Regular Meeting of Council

Council Chambers at the Canmore Civic Centre, 902 – 7 Avenue

Tuesday, August 21, 2012 at 5:00 p.m.

COUNCIL MEMBERS PRESENT

John Borrowman	Mayor
Hans Helder	Councillor
Joanna McCallum	Councillor
Jim Ridley	Councillor
Vi Sandford	Councillor
Sean Krausert	Councillor

COUNCIL MEMBERS ABSENT

Gordie Miskow	Councillor
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ADMINISTRATION PRESENT

Lisa deSoto	Chief Administrative Officer
Gary Buxton	Acting General Manager of Municipal Infrastructure
Lorrie O'Brien	General Manager of Municipal Services
Terry Holt	Manager of Financial and Information Technology
Sally Caudill	Manager of Communications
Ric Irwin	Senior Finance Officer
Kate van Fraassen	Development Planner
Cheryl Hyde	Municipal Clerk (Recorder)

Mayor Borrowman called the August 21, 2012 regular meeting to order at 5:00 p.m.

SUBDIVISION/DEVELOPMENT APPROVING AUTHORITY

None

PROCLAMATIONS

1. World Cerebral Palsy Day

The representative from the Cerebral Palsy Association was unable to attend today, so Mayor Borrowman postponed the proclamation until the September 4, 2012 regular meeting.

PUBLIC QUESTION PERIOD

None

A. APPROVAL OF AGENDA

1. Agenda for the August 21, 2012 Regular Meeting of Council

284-2012

Moved by Mayor Borrowman to approve the agenda for the August 21, 2012 regular meeting of council with the following additions:

- Under Business Arising from the Minutes add D-1 Request to Form a Commercial Tax Liaison Group

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- Under In Camera add K-2 Personnel Matter

CARRIED UNANIMOUSLY

B. DELEGATIONS AND PETITIONS

1. Bob Ellard and Hans Holthuis, Banff-Canmore Alberta Winter Games Host Society – Long Track Speed Skating Proposal

Mr. Ellard and Mr. Holthuis spoke to a written submission that is included in the agenda package for this meeting. The Town's representatives on the Alberta Winter Games Host Society – Chris Hay and Brenda Caston – were also present to answer questions from council.

The Alberta Winter Games Host Society is working on a proposal to install a natural ice speed skating oval at the Canmore Golf and Curling Club's driving range. Should the proposal be successful, the Host Society requests that the Town of Canmore assist with the oval's operation through donations in kind.

C. MINUTES

1. Minutes of the June 26, 2012 Special Meeting of Council

285-2012 Moved by Mayor Borrowman that council approve the minutes of the June 26, 2012 special meeting of council with the following amendments:

- Under B-1 "John Martland and Carol Picard, Canmore Folk Music Festival – Request to Forgive Municipal Taxes," delete "Carol Picard" from the heading
- Under G-4 Committee Appointments add item (p) Councillor Helder and Councillor Krausert to the Program Audit Committee.

CARRIED UNANIMOUSLY

2. Minutes of the July 3, 2012 Regular Meeting of Council

286-2012 Moved by Mayor Borrowman that council approve the minutes of the July 3, 2012 regular meeting of council as presented.

CARRIED UNANIMOUSLY

3. Minutes of the July 26, 2012 Special Meeting of Council

287-2012 Moved by Mayor Borrowman that council approve the minutes of the July 26, 2012 special meeting of council as presented.

CARRIED UNANIMOUSLY

D. BUSINESS ARISING FROM THE MINUTES

1. Request to Form a Commercial Tax Liaison Group

At the July 3, 2012 regular meeting, Canmore Business and Tourism, the Canmore Downtown Business Association, and the Bow Valley Builders and Developers Association submitted a request that council establish a Commercial Property Tax Liaison Group comprised of the three business community groups and the Town finance department. Mayor Borrowman provided the following update: staff are currently preparing a report to address the request, and council will be considering the issue at the September 18, 2012 regular meeting.

E. UNFINISHED BUSINESS

None

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F. BYLAW APPROVAL

None

G. NEW BUSINESS

1. Town of Canmore Investment Policy

Todd Poland, Portfolio Manager for the Town's investment advisor, CIBC Wood Gundy, provided council with an overview of the Town's investment strategy.

288-2012 Moved by Mayor Borrowman that council approve the Town of Canmore Investment Policy as presented.

289-2012 Moved by Councillor Krausert to amend the proposed Investment Policy by replacing all references to "Investment Manager" or "investment manager" with "Investment Advisor."

CARRIED UNANIMOUSLY

290-2012 Moved by Councillor Krausert that council amend the proposed Investment Policy by replacing "standard of prudence" (p. 3 under 'Prudence') with "standard of care."

CARRIED UNANIMOUSLY

291-2012 Moved by Councillor Krausert that council amend the proposed Investment Policy by inserting "in addition to the reporting described under 'Reporting and Performance Evaluation, the investment advisor must' at the beginning of section 2 (c) on page 3.

CARRIED UNANIMOUSLY

292-2012 Moved by Councillor Krausert that council amend the proposed Investment Policy by inserting "The CAO, or Manager of Financial Services if so delegated," in place of "Financial Services" in section 3 under 'Responsibilities' on page 4.

CARRIED UNANIMOUSLY

293-2012 Moved by Councillor Krausert that council amend the proposed Investment Policy by replacing the first reference to "Chief Administration Officer (CAO)" with "Chief Administrative Officer (CAO)"; and all subsequent references to this position, except in the signature line, simply be referenced as "CAO".

CARRIED UNANIMOUSLY

294-2012 Moved by Councillor Krausert that council amend the proposed Investment Policy by replacing the entirety of the text on page 4 within the section entitled 'Safekeeping and Custody' with "Safekeeping and custody of the investment certificates and transaction records shall be the responsibility of the Town of Canmore's Investment Advisor."

295-2012 Moved by Councillor Krausert that council table motion 294-2012 until after New Business to allow

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administration time to ensure the text proposed in the bylaw is adequate for the purposes of the Investment Policy.

CARRIED UNANIMOUSLY

2. Sponsorship for Elevation Place

Chris Reed, Senior Consultant, and Randy Sageman, Client Services Director, Partnership Group – Sponsorship Specialists, provided council with an overview of the Inventory Valuation Summary.

296-2012 Moved by Mayor Borrowman that council accept the Inventory Valuation Summary from the Partnership Group as information and direct administration to work with a sponsorship consultant to achieve maximum revenue for Elevation Place through marketing of all assets.

297-2012 Moved by Councillor Ridley to amend motion 296-2012 by replacing the word “maximum” with the word “targeted.”

DEFEATED

298-2012 Moved by Councillor Ridley to amend motion 296-2012 by adding “as per the Town’s Sponsorship Policy, to be amended prior to October 31, 2012” to the end of the motion.

DEFEATED

The vote followed on motion 296-2012: that council accept the Inventory Valuation Summary from the Partnership Group as information and direct administration to work with a sponsorship consultant to achieve maximum revenue for Elevation Place through marketing of all assets.

CARRIED

299-2012 Moved by Mayor Borrowman that council direct administration to draft a new Town Sponsorship Policy for approval by council prior to executing a sponsorship agreement.

CARRIED UNANIMOUSLY

3. 2012 Financial Report – Year to Date as at June 30

300-2012 Moved by Mayor Borrowman that council accept the year-to-date financial report (quarterly update) as at June 30, 2012 for information.

CARRIED UNANIMOUSLY

4. Teepee Town Task Force Status Report for 2011

301-2012 Moved by Mayor Borrowman that council accept the Teepee Town Task Force Status Report for 2011 as information.

CARRIED UNANIMOUSLY

1. Town of Canmore Investment Policy, continued

Motion 294-2012 was reintroduced: that council amend the proposed Investment Policy by replacing the entirety of the text on page 4 within the section entitled 'Safekeeping and Custody' with "Safekeeping and custody of the investment certificates and transaction records shall be the responsibility of the Town of Canmore's Investment Advisor."

WITHDRAWN

302-2012 Moved by Councillor Krausert that council amend the proposed Investment Policy by replacing the entire section titled "Safekeeping and Custody" with the following: "Safekeeping and custody of the investment certificates and records of transactions shall be the responsibility of the Town of Canmore's Investment Advisor who shall maintain active membership in the Investment Industry Regulatory Organization of Canada (IIROC) and the Canadian Investor Protection Fund (CIPF).

CARRIED UNANIMOUSLY

The vote followed on motion 288-2012: that council approve the Town of Canmore Investment Policy as amended.

CARRIED UNANIMOUSLY

303-2012 Moved by Mayor Borrowman that council confirm the current level of authorized funds to be allocated to the managed "investment" account at \$18M.

CARRIED UNANIMOUSLY

H. CORRESPONDENCE/INFORMATION

None

I. REPORTS FROM ADMINISTRATION

None

J. NOTICES OF MOTION

None

K. IN CAMERA

1. Business Revitalization Zone Bylaw 08-2012

2. Personnel Matter

304-2012 Moved by Mayor Borrowman that council go in camera at 8:30 p.m. to protect privileged information and third party personal information from disclosure.

CARRIED UNANIMOUSLY

305-2012 Moved by Mayor Borrowman to return to the public meeting at 9:10 p.m.

CARRIED UNANIMOUSLY

L. ADJOURNMENT

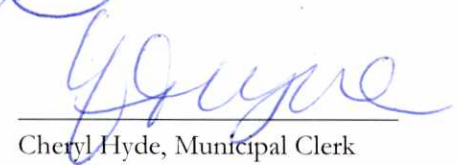
306-2012

Moved by Mayor Borrowman to adjourn the August 21, 2012 regular meeting of council at 9:10 p.m.

CARRIED UNANIMOUSLY



John Borrowman, Mayor



Cheryl Hyde, Municipal Clerk