

**TOWN OF CANMORE
MINUTES**

Annual Organizational Meeting of Council
Council Chambers at the Civic Centre, 902 – 7 Avenue
Tuesday, October 25, 2022 at 9:00 a.m.

COUNCIL MEMBERS PRESENT

Sean Krausert	Mayor
Jeff Mah	Deputy Mayor
Jeff Hilstad	Councillor
Joanna McCallum	Councillor
Karen Marra	Councillor
Tanya Foubert	Councillor
Wade Graham	Councillor

COUNCIL MEMBERS ABSENT

None

ADMINISTRATION PRESENT

Sally Caudill	Chief Administrative Officer
Therese Rogers	General Manager of Corporate Services
Whitney Smithers	General Manager of Municipal Infrastructure
Scott McKay	General Manager of Municipal Services
Cheryl Hyde	Municipal Clerk (recorder)
Sara Jones	Executive Assistant
Lauren Miller	Manager of Planning and Development

Mayor Krausert called the October 25, 2022 annual organizational meeting to order at 9:00 a.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

1. Land Acknowledgement

2. Agenda for the October 25, 2022 Annual Organizational Meeting

244-2022

Moved by Mayor Krausert that Council approve the agenda for the October 25, 2022 annual organizational meeting as presented, amended as follows:

- under New Business add item B4 Subdivision and Development Appeal Board Appointments (after in camera) and delete this item from item B3, and
- under In Camera add item C2 Subdivision and Development Appeal Board Applications.

CARRIED UNANIMOUSLY

B. NEW BUSINESS

1. Council Meeting Schedule

245-2022

Moved by Mayor Krausert that Council approve the following meeting schedule effective January 1, 2023 – December 31, 2023:

Minutes approved by: 

- first Tuesday of each month at 9 a.m. regular council meeting
- third Tuesday of each month at 1 p.m. committee of the whole meeting
- second and fourth Tuesdays of each month at 9 a.m. reserved for special meetings
- notwithstanding the above:
 - in January 2023 the schedule will be as follows:
 - January 10 – regular council meeting at 9 a.m.
 - January 17 – committee of the whole at 1 p.m.
 - January 24 – reserved for special meeting at 9 a.m.
 - in July and August 2023, the only meetings scheduled are regular meetings on July 4 and August 15 at 9 a.m. (no committee of the whole meetings scheduled)
- annual organizational meeting on October 24, 2023 at 9 a.m.

CARRIED UNANIMOUSLY

2. Deputy Mayor Schedule

246-2022

Moved by Mayor Krausert that Council approve the deputy mayor schedule from November 2022 to October 2023 as follows:

- November and December 2022 – Councillor Marra
- January and February 2023 – Councillor Mah
- March and April 2023 – Councillor Foubert
- May and June 2023 – Councillor Graham
- July and August 2023 – Councillor Hilstad
- September and October 2023 – Councillor McCallum

CARRIED UNANIMOUSLY

3. Committee Appointments

247-2022

Moved by Mayor Krausert that Council take the meeting in camera at 9:05 a.m. to prevent disclosure of personal information in accordance with section 17(4)(g) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Members of administration present in the closed session: Sally Caudill, Whitney Smithers, Therese Rogers, Scott McKay, Cheryl Hyde, Sara Jones, and Lauren Miller.

3.1 Emergent Item

Council unanimously agreed to add Three Sisters Mountain Village Litigation Update as an emergent item to the in camera session. A verbal update was provided in confidence to prevent disclosure of client-solicitor privilege in accordance with section 27(1)(a) of the Freedom of Information and Protection of Privacy Act.

Meeting break 10:00 – 10:10 a.m.

248-2022

Moved by Mayor Krausert to return to the public meeting at 10:26 a.m.

CARRIED UNANIMOUSLY

Minutes approved by:



- 249-2022 Moved by Mayor Krausert that Council:
- 1) appoint the mayor and councillors to internal and external committees for one year in accordance with the schedule attached to these minutes as Attachment 1;
 - 2) appoint Mayor Krausert as the voting representative for Council acting as a shareholder of Canmore Community Housing;
 - 3) direct the Canmore Community Housing shareholder to appoint Lisa de Soto and Todd Kunst to two-year terms on the Canmore Community Housing board of directors; and

- 250-2022
- 4) appoint public members to committees as follows:
 - a) Riley Yeager to a one-year term and Donna Balmain, Natasha Miles, and Karl Wahl to three-year terms on the Canmore Public Library Board;
 - b) Miranda Spessot and Brian Talbot to one-year terms and Florian Jungen to a two-year term on the Canmore Planning Commission beginning on January 1, 2023 and ending on December 31, 2023 (for the one-year terms) and December 31, 2024 (for the two-year term);
 - c) Leia Cathro, Muriel Davidson, and Suzan Shellian-Frey to one-year terms on the Community Events Committee;
 - d) Paul Blaha and Heather Rae to one-year terms on the Community Grants Selection Committee;
 - e) Courtney King to a two-year term on the Cultural Advisory Committee.

CARRIED UNANIMOUSLY

4. Subdivision and Development Appeal Board Appointments

Councillor Graham declared a pecuniary interest in item B4 because his common law partner has applied for the Subdivision and Development Appeal Board and members of this board receive compensation. He left the meeting at 10:33 a.m.

- 251-2022 Moved by Mayor Krausert that Council take the meeting in camera at 10:33 a.m. to prevent disclosure of personal information in accordance with section 17(4)(g) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Members of administration present in the closed session: Sally Caudill, Whitney Smithers, Therese Rogers, Scott McKay, Cheryl Hyde, Sara Jones, and Lauren Miller.

- 252-2022 Moved by Mayor Krausert that Council return to the public meeting at 11:08 a.m.

CARRIED UNANIMOUSLY

- 253-2022 Moved by Mayor Krausert that Council appoint Christoph Braier, Michelle Cooze, Andre Giannandrea, Harold MacIver, and John McClure to one-year terms on the Subdivision and Development Appeal Board, beginning on January 1, 2023 and ending on December 31, 2023.

CARRIED UNANIMOUSLY

Minutes approved by: OTT SC

C. IN CAMERA

1. Public Member Committee Applications

Considered under item B3.

2. Subdivision and Development Appeal Board Applications

Considered under item B4.

D. ADJOURNMENT

254-2022

Moved by Mayor Krausert that Council adjourn the annual organizational meeting at 11:08 a.m.

CARRIED UNANIMOUSLY



Sean Krausert, Mayor



Cheryl Hyde, Municipal Clerk

Minutes approved by: CH SH

Council Appointments 2022-2023

Committee	# required	Krausert	Foubert	Graham	Hilstad	Mah	Marra	McCallum
Internal advisory committees								
1 CAO Performance Review Committee	Mayor + 2							
2 Cultural Advisory Committee	1							
3 Finance Committee	7							
4 Heliport Monitoring Committee	1							
Internal committees required by legislation								
5 Assessment Review Board (ARB)	Up to 3 (certified)							
6 Canmore Planning Commission (CPC)	2							
7 Emergency Advisory Committee	Mayor + 1							
8 Enforcement Appeal Review Committee	2							
9 Subdivision & Development Appeal Board (SDAB)	1 + Alt							ALT
10 Weed & Pest Control Appeal Panel	Mayor							
Town of Canmore governs or is a funding partner								
11 Bow Valley Regional Transit Services Commission	2							
12 Bow Valley Waste Management Commission	2 + Alt			ALT				
13 Community Grants Selection Committee	1							
14 Bow Valley Regional Housing (BVRH)	2							
15 Canmore Community Housing (CCH)	4							
16 Canmore Library Board	1							
17 Canmore Mountain Arts Foundation Board	1							
18 Canmore Museum Society	1							
19 Downtown Canmore Business Improvement Area (BIA)	1							
20 Tourism Canmore Kananaskis (TCK)	Mayor or Alt							
External intermunicipal/interagency groups								
21 Biosphere Institute of the Bow Valley	Mayor or Alt							
22 Bow Valley WildSmart	1							
23 Canmore/MD of Bighorn Intermunicipal Committee	2 + Alt							ALT
24 Rocky Mountain Heritage Foundation*	Mayor							
25 Southern Alberta Municipal Waste Management Association (SAEWA)	1 + Alt		ALT					

*The Rocky Mountain Heritage Foundation will be removed from this list as soon as more directors are recruited to the RMHF Board from the general public.

OTT