

**TOWN OF CANMORE  
MINUTES**

Regular Meeting of Council  
Council Chambers at the Civic Centre, 902 – 7 Avenue  
**Tuesday, November 1, 2022 at 9:00 a.m.**

**COUNCIL MEMBERS PRESENT**

Sean Krausert	Mayor
Karen Marra	Deputy Mayor
Jeff Mah	Councillor
Tanya Foubert	Councillor
Wade Graham	Councillor
Jeff Hilstad	Councillor
Joanna McCallum	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
Adam Driedzic	Town Solicitor
Cheryl Hyde	Municipal Clerk (Recorder)
Lisa Brown	Manager of Community Social Development
Caitlin Miller	Manager of Protective Services
Eleanor Miclette	Manager of Economic Development
Caitlin Van Gaal	Supervisor of Environmental Sustainability
Simon Robins	Supervisor of Solid Waste Services
Lauren Miller	Manager of Planning and Development
Robyn Dinnadge	Manager of Communications
Adam Robertson	Communications Advisor

Mayor Krausert called the November 1, 2022 regular meeting to order at 9:16 a.m.

**A. CALL TO ORDER AND APPROVAL OF AGENDA**

**1. Land Acknowledgement**

**2. Agenda for the November 1, 2022 Regular Meeting of Council**

255-2022

Moved by Mayor Krausert that Council approve the agenda for the November 1, 2022 regular meeting of council as presented: with the following amendments:

- Add Item H.5.1 Appointment of Subdivision and Development Appeal Board Clerk.
- Add Item H.5.2 Appointment of ARB General Chair

**CARRIED UNANIMOUSLY**

Minutes approved by: CK SE

**Meeting Break 9:19 – 9:23**

**B. PUBLIC HEARINGS** -None

**C. DELEGATIONS** - None

**D. APPROVAL OF MINUTES**

**1. Minutes of the October 4, 2022 Regular Meeting of Council**

256-2022 Moved by Mayor Krausert that Council approve the minutes of the October 4, 2022 regular meeting as presented.

**CARRIED UNANIMOUSLY**

**E. BUSINESS ARISING FROM THE MINUTES** - None

**F. UNFINISHED BUSINESS**

**1. Homelessness Society of the Bow Valley (HSBV) Request**

257-2022 Moved by Mayor Krausert that Council direct administration to offer the Scout Hall to the Homelessness Society of the Bow Valley as a potential rental location to be used as an emergency overnight shelter from December 1, 2022 to March 15, 2023.

257A-2021 Moved by Mayor Krausert that Council amend motion 257-2022 by adding “with any rental hours between midnight and 6 a.m. being provided for free” after “March 15, 2023”.

**CARRIED UNANIMOUSLY**

257-2022 VOTE The vote followed on motion 257-2022 as amended: that Council direct administration to offer the Scout Hall to the Homelessness Society of the Bow Valley as a potential rental location to be used as an emergency overnight shelter from December 1, 2022 to March 15, 2023, with any rental hours between midnight and 6 a.m. being provided for free.

**CARRIED UNANIMOUSLY**

9:50 **2. Bylaws 2022-09 and 2022-10 800 3rd Avenue Municipal Development Plan and Land Use Bylaw Amendments Update**

258-2022 Moved by Mayor Krausert that Council direct administration to return no later than June 2023 with a response from the applicant to Council direction from the May 24, 2022, Council meeting regarding Bylaws 2022-09 and 2022-10.

258A-2021 Moved by Mayor Krausert that Council amend motion 258-2022 by striking out “direction for the May 24, 2022, Council meeting” and “Bylaws 2022-09 and 2022-10” and substituting “motion 125-2022”.

**CARRIED UNANIMOUSLY**

258-2022 VOTE The vote followed on motion 258-2022 as amended: that Council direct administration to return no later than June 2023 with a response from the applicant regarding motion 125-2022.

**CARRIED UNANIMOUSLY**

Minutes approved by:  

9:54                                   **3. Paid Parking Revenue Statistics and Business Improvement Area (BIA) Request**  
259-2022                               Moved by Mayor Krausert that Council direct administration to create a Town Centre Grant Program to begin in 2023 funded by the Paid Parking Reserve with the annual amount determined as part of the budget process.

259A-2021                            Moved by Councillor Mah that Council amend motion 259-2022 by adding “after consultation with the Downtown Business Improvement Area” after “Grant Program”.

**CARRIED UNANIMOUSLY**

259-2022                               The vote followed on motion 259-2022 as amended: that Council direct  
VOTE                                   administration to create a Town Centre Grant Program after consultation with the Downtown Business Improvement Area to begin in 2023 funded by the Paid Parking Reserve with the annual amount determined as part of the budget process.

**CARRIED UNANIMOUSLY**

**Meeting break 10:25 – 10:35**

**G. BYLAW APPROVAL - None**

10:37                                   **H. NEW BUSINESS**

260-2022                               **1. Non-resident Employee Paid Parking Monthly Passes**  
Moved by Mayor Krausert that Council direct administration to implement a non-resident employee paid parking monthly pass option for the off-peak season only.

260A-2021                            Moved by Mayor Krausert that Council amend motion 260-2022 by adding “Town Centre” before “employee.”

**CARRIED UNANIMOUSLY**

260-2022                               The vote followed on motion 260-2022 as amended: that Council direct  
VOTE                                   administration to implement a non-resident Town Centre employee paid parking monthly pass option for the off-peak season only.

**CARRIED UNANIMOUSLY**

261-2022                               **2. 2022 New Municipal Climate Change Action Centre (MCCAC) Grant Funded Project – Extreme Heat and Wildfire Smoke Emergency Response Plans**

Moved by Mayor Krausert that Council approve a new 2022 capital project to create Emergency Response Plans for Extreme Heat and Wildfire Smoke for up to \$80,000, to be funded from the Municipal Climate Change Action Centre Climate Resilience Capacity Building Program.

**CARRIED UNANIMOUSLY**

262-2022                               **3. Commercial Food Waste**  
Moved by Mayor Krausert that Council direct administration to prepare a mandatory commercial food waste program, to include a Recyclables and Waste Control Bylaw amendment and implementation plan, by April 2023 for a program start of October 1, 2023.

**CARRIED UNANIMOUSLY**

Minutes approved by:  

263-2022                    **4. Property Tax Policy Amendment**  
Moved by Mayor Krausert that Council approve Property Tax Policy FIN-005 as amended.

**CARRIED UNANIMOUSLY**

264-2022                    **5. Land Transaction Policy Amendment**  
Moved by Mayor Krausert that Council approve Land Transaction Policy EX-007 as amended.

**CARRIED UNANIMOUSLY**

265-2022                    **5.1 Appointment of Subdivision and Development Appeal Board Clerk**  
Moved by Mayor Krausert that Council appoint Janice Agrios as Clerk to the Subdivision and Development Appeal Board (SDAB).

**CARRIED UNANIMOUSLY**

266-2022                    Moved by Mayor Krausert that Council appoint Louise Bates as Clerk to the Subdivision and Development Appeal Board upon completion of the required training program in accordance with the regulations under section 627.3(a) of the Municipal Government Act.

**CARRIED UNANIMOUSLY**

267-2022                    **5.2 Appointment of ARB General Chair**  
Moved by Mayor Krausert that Council appoint Andrea Williams as the General Chair of the Assessment Review Board until December 31, 2024.

**CARRIED UNANIMOUSLY**

**Lunch break 12:10 – 1:10 p.m.**

268-2022                    **6. Court of King's Bench of Alberta decision re. "Staircase Lands" (Three Sisters Mountain Village Properties Ltd. v. Canmore, 2022 ABQB 511)**  
Moved by Mayor Krausert that Council take the meeting in camera at 1:23 p.m. to prevent disclosure of solicitor-client privilege in accordance with section 27(1)(a) and to prevent disclosure of information related to the Town's negotiation position in accordance with section 25(1)(a)(iii) of the Freedom of Information and Protection of Privacy Act at.

**CARRIED UNANIMOUSLY**

The following members of administration attended the in camera session: Sally Caudill, Adam Driedzic, Whitney Smithers, Therese Rogers, Scott McKay, Lauren Miller, Robyn Dinnadge, Adam Robertson, and Cheryl Hyde. Gavin Fitch and Marco Baldasaro, the Town's legal counsel from McLennan Ross, were also present.

269-2022                    Moved by Mayor Krausert that Council return to the public meeting at 2:41 p.m.

**CARRIED UNANIMOUSLY**

270-2022                    Moved by Mayor Krausert that Council direct administration to bring a Land Use Bylaw amendment application to redesignate the upper triangle of the Staircase Lands to Future Development District and that the first reading of the bylaw

Minutes approved by:  

amendment occur no later than November 29, 2022, and that the public hearing on the bylaw amendment, if required, occur no later than March of 2023.

**CARRIED UNANIMOUSLY**

**Meeting break 2:54 – 3:05**

**I. REPORTS FROM ADMINISTRATION**

**1. Three Sisters Mountain Village Properties Ltd. Litigation – Permission to Appeal and Application for Mandamus**

Administration spoke to a written report updating Council on:

- the Town's receipt of permission to appeal the Land and Property Rights Tribunal decisions to the Court of Appeal of Alberta; and
- a separate court action by Three Sisters Mountain Village Properties Ltd. seeking an order on the Town to adopt the Smith Creek and Three Sisters Area Structure Plan as ordered by the Land and Property Rights Tribunal.

**J. NOTICES OF MOTION - None**

**K. IN CAMERA**

**1. Court of King's Bench of Alberta decision re. "Staircase Lands" (Three Sisters Mountain Village Properties Ltd. v. Canmore, 2022 ABQB 511)**

Item considered during H6.

**2. Three Sisters Mountain Village Properties Ltd. Litigation – Permission to Appeal and Application for Mandamus**

Councillor Hilstad, Councillor Marra, and Councillor McCallum declared a potential pecuniary interest in the item I2 as they are personally named in an existing Court of Kings Bench action involving the same parties and same lands, which may be impacted by discussions scheduled to occur for this item. Councillor Hilstad, Councillor Marra, and Councillor McCallum left the meeting at 3:28 p.m. in order to abstain from discussion or voting on any questions on this matter.

271-2022

Moved by Mayor Krausert that Council take the meeting in camera at 3:28 p.m. to prevent disclosure of solicitor-client privilege in accordance with section 27(1)(a) of the Freedom of Information and Protection of Privacy Act.

**CARRIED UNANIMOUSLY**

The following members of administration attended the in camera session: Sally Caudill, Adam Driedzic, Whitney Smithers, Therese Rogers, Scott McKay, Lauren Miller, Robyn Dinnadge, and Cheryl Hyde. Gavin Fitch and Marco Baldasaro, the Town's legal counsel from McLennan Ross, were also present.

272-2022

Moved by Mayor Krausert that Council return to the public meeting at 4:52 p.m.

**CARRIED UNANIMOUSLY**

Minutes approved by:

**L. ADJOURNMENT**

273-2022

Moved by Mayor Krausert that Council adjourn the November 1, 2022 regular meeting at 4:52 p.m.

**CARRIED UNANIMOUSLY**



Sean Krausert, Mayor



Cheryl Hyde, Municipal Clerk

Minutes approved by: CH \_\_\_\_\_