

**TOWN OF CANMORE**

**AGENDA**

Finance Committee

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

**Tuesday, November 29, 2022 at 9:30 a.m.**

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

1. Land Acknowledgement
2. Agenda for the November 29, 2022 Finance Committee Meeting

**B. DELEGATIONS**

None

**C. MINUTES**

1. Minutes of the November 24, 2022 Finance Meeting

**D. UNFINISHED BUSINESS**

**1. Postponed motion 22-2022FIN**

Motion on the table: that the Finance Committee postpone consideration of a recommendation from administration that the Finance Committee recommend to Council to set the 2024 Fortis franchise fees at 16% and 2024 ATCO franchise fees at 35% until Finance Committee budget deliberations.

**2. Postponed motion 38-2022FIN**

Motion on the table: that the Finance Committee direct administration to return to the Finance Committee with funding in the 2023 operating budget to establish a community evaluator position to be funded from taxes.

**3. Postponed motion 51-2022FIN**

Motion on the table: that the Finance Committee direct administration to return to the Finance Committee with the Universal Public Washroom Study (75,000) removed from the proposed capital budget.

**4. Finance Committee Deliberation and Direction**

Purpose: to continue debate on recommended amendments to the proposed operating and capital budgets.

**E. IN CAMERA**

None

**F. ADJOURNMENT**



**TOWN OF CANMORE**  
**MINUTES**  
Finance Committee  
Council Chamber at the Canmore Civic Centre, 902 7 Avenue  
**Thursday, November 24, 2022 at 9 a.m.**

**FINANCE COMMITTEE MEMBERS PRESENT**

Sean Krausert	Mayor
Karen Marra	Deputy Mayor
Tanya Foubert	Councillor
Wade Graham	Councillor
Jeff Hilstad	Councillor
Jeff Mah	Councillor
Joanna McCallum	Councillor
Sally Caudill	Chief Administrative Officer (non-voting)

**FINANCE COMMITTEE MEMBERS ABSENT**

None

**ADMINISTRATION PRESENT**

Therese Rogers	General Manager of Corporate Services
Whitney Smithers	General Manager of Municipal Infrastructure
Scott McKay	General Manager of Municipal Services
Robyn Dinnadge	Manager of Communications
Cheryl Hyde	Municipal Clerk (recorder)
Palki Biswas	Manager of Finance
Ric Irwin	Senior Finance Officer

CAO Sally Caudill called the November 24, 2022 Finance Committee meeting to order at 9 a.m.

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

**1. Land Acknowledgement**

**2. Agenda for the November 24, 2022 Finance Committee Meeting**

29-2022FIN

Moved by CAO Caudill that the Finance Committee approve the agenda for the November 24, 2022 meeting as presented.

**CARRIED UNANIMOUSLY**

**B. DELEGATIONS**

None

**C. MINUTES**

**1. Minutes of the November 22, 2022 Finance Committee Meeting**

30-2022FIN

Moved by CAO Caudill that the Finance Committee approve the minutes of the November 22, 2022 meeting as presented.

**CARRIED UNANIMOUSLY**

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

**D. NEW BUSINESS**

**1. Finance Committee Deliberation and Direction**

31-2022FIN Moved by Mayor Krausert that the Finance Committee direct administration to develop a Paid Parking Revenue Allocation Model (PPRAM) for approval prior to the 2024 budget amendment in fall of 2023.

31A-2021FIN Moved by Councillor McCallum that the Finance Committee amend motion 31-2022FIN by striking out “the 2024 budget amendment in the fall of 2023” and substituting “the next two-year budget cycle”.

**DEFEATED**

**In favour: Hilstad and McCallum**

**Opposed: Foubert, Graham, Krausert, Mah, Marra**

31-2022FIN VOTE The vote followed on motion 31-2022FIN: that the Finance Committee direct administration to develop a Paid Parking Revenue Allocation Model (PPRAM) for approval prior to the 2024 budget amendment in fall of 2023.

**CARRIED UNANIMOUSLY**

32-2022FIN Moved by Mayor Krausert that the Finance Committee direct administration to return to the Finance Committee with the following items included in the proposed 2023-24 budget and the 2025-26 operating plan:

- enhanced transit services,
- 33% of the transit requisition funded from paid parking revenue, and
- the Town Centre grant for \$50,000 funding from paid parking revenue.

**CARRIED UNANIMOUSLY**

33-2022FIN Moved by Mayor Krausert that the Finance Committee direct administration to return to the Finance Committee with \$5,000 annually included in the proposed 2023-24 budget and the 2025 operating plan for Happipad with funding from the economic development reserve.

**CARRIED UNANIMOUSLY**

34-2022FIN Moved by Councillor Foubert that the Finance Committee direct administration to return to the Finance Committee with \$17,500 included in the Community Social Development proposed 2023-24 budget and the 2025-26 operating plan to increase participation and access to the Affordable Services Program, with funding to come from taxes.

**CARRIED UNANIMOUSLY**

35-2022FIN Moved by Councillor Mah that the Finance Committee direct administration to return to the Finance Committee with \$13,500 in 2023 and \$8,500 in 2024 and ongoing included in the proposed Protective Services budget for an emergency alert notification system with funding to come from taxes or the Photo Radar reserve.

**CARRIED UNANIMOUSLY**

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

- 36-2022FIN Moved by Councillor McCallum that that the Finance Committee direct administration to return to the Finance Committee with \$7,000 included in the Protective Services proposed 2023 operating budget for winter and summer emergency response plans for unsheltered individuals and direct administration to provide a recommendation for a funding source.  
**CARRIED UNANIMOUSLY**
- 37-2022FIN Moved by Mayor Krausert that that the Finance Committee direct administration to return to the Finance Committee with \$8,000 in staff time included in the Community Social Development proposed 2023-2024 operating budget and 2025 operating plan for free or low-cost programs that provide alternative childcare programs, i.e. the Adventure Club funded from taxes.  
**CARRIED UNANIMOUSLY**
- 38-2022FIN Moved by Councillor Foubert that the Finance Committee direct administration to return to the Finance Committee with funding in the proposed 2023 operating budget to establish a community evaluator position to be funded from taxes.  
**POSTPONED**
- 39-2022FIN Moved by Mayor Krausert to postpone motion 38-2022FIN until the November 29, 2022 Finance Committee meeting so that administration can return with more information about the necessity of having this position and the effectiveness of the Safe Park program.  
**CARRIED UNANIMOUSLY**
- 40-2022FIN Moved by Councillor Hilstad that the Finance Committee direct administration to return to the Finance Committee with \$10,000 included in the proposed 2023 capital budget to support Stoney Nakoda in and Indigenous led area-based conservation project to create Indigenous Protected and Conserved Area on traditional lands in the Bow Valley by adding this project to the scope of the Reconciliation, Equity, Diversity, and Inclusion project.  
**CARRIED UNANIMOUSLY**
- 41-2022FIN Moved by Mayor Krausert that the Finance Committee direct administration to return to the Finance Committee with \$25,000 in funding for a citizen input panel included in the proposed 2024 Communication budget.  
**CARRIED**  
**In favour: Foubert, Graham, Krausert, Mah, Marra**  
**Opposed: Hilstad and McCallum**
- 42-2022FIN Moved by Councillor Foubert that the Finance Committee direct administration to return to the Finance Committee with the COLA amount in 2023 set at 5.5 per cent and in 2024 at 3 per cent.  
**DEFEATED**  
**In favour: Foubert and Mah**  
**Opposed: Graham, Hilstad, Krausert, Marra, McCallum**

**Meeting break 12:05 – 1:20**

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

- 43-2022FIN Moved by Councillor Krausert that the Finance Committee direct administration to return to the Finance Committee with \$4,000 in funding for the ice surface in Three Sisters added to the Parks budget in the proposed 2023-2024 operating budget and 2025-26 operating plan to be funded from taxes.  
**CARRIED UNANIMOUSLY**
- 44-2022FIN Moved by Councillor Foubert that the Finance Committee direct Council to remove 2.09 Fireworks Permit Fee from the 2023 master fee schedule.  
**CARRIED UNANIMOUSLY**
- 45-2022FIN Moved by Councillor McCallum that the Finance Committee direct administration to return to the Finance Committee with the property tax task force included in the proposed 2024 capital budget with funding from the general capital reserve.  
**CARRIED UNANIMOUSLY**
- 46-2022FIN Moved by Mayor Krausert that the Finance Committee direct administration to return to the Finance Committee with the proposed capital budget amended to move the waste odour design project to 2023 and construction to 2024.  
**CARRIED UNANIMOUSLY**
- 47-2022FIN Moved by Councillor Foubert that the Finance Committee direct administration to return to the Finance Committee with the scope of the Boulder Crescent Depot Design project in the proposed 2023 capital budget amended to include establishing a large item drop-off location.  
**DEFEATED**  
**In favour: Foubert**  
**Opposed: Graham, Hilstad, Krausert, Mah, Marra, McCallum**
- 48-2022FIN Moved by Mayor Krausert that the Finance Committee direct administration to return to the Finance Committee with the proposed 2023 capital budget amended to include \$25,000 for Trail Signage and Mapping for Safety, Etiquette, and Wayfinding, the scope to include signage and mapping design and installation, communication, and education.  
**CARRIED UNANIMOUSLY**
- 49-2022FIN Moved by Mayor Krausert that the Finance Committee direct administration to return to the Finance Committee with more information about the costs associated with a car share program.  
**CARRIED UNANIMOUSLY**
- 50-2022FIN Moved by Councillor Graham that the Finance Committee direct administration to return to the Finance Committee with \$25,000 included in each year of the proposed 2023-2024 operating budget for an e-bike incentive program as part of the Town's Affordable Services Program and direct administration to provide a recommendation for a funding source.  
**CARRIED**  
**In favour: Graham, Hilstad, Krausert, Mah, Marra, McCallum**  
**Opposed: Foubert**

51-2022FIN Moved by Councillor Foubert that the Finance Committee direct administration to return to the Finance Committee with the Universal Public Washroom Study (75,000) removed from the proposed 2023 capital budget.

**POSTPONED**

52-2022FIN Moved by Mayor Krausert to postpone motion 51-2022FIN to the November 29, 2022 Finance Committee Meeting.

**CARRIED UNANIMOUSLY**

**E. IN CAMERA**

None

**F. ADJOURNMENT**

53-2022FIN Moved by CAO Caudill that the Finance Committee adjourn the November 24, 2022 meeting at 3:00 p.m.

**CARRIED UNANIMOUSLY**

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Sean Krausert, Mayor

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Cheryl Hyde, Municipal Clerk

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