

**TOWN OF CANMORE**  
**MINUTES**  
Regular Meeting of Council  
**Tuesday, April 5, 2022 at 9:00 a.m.**

**COUNCIL MEMBERS PRESENT**

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

**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	Acting General Manager of Municipal Services
Adam Driedzic	Town Solicitor
Robyn Dinnadge	Manager of Communications
Cheryl Hyde	Municipal Clerk
Andrew Kelly	Assistant Municipal Clerk (Recorder)
Lauren Miller	Manager of Planning and Development
Nathan Grivell	Development Planner
Caitlin Miller	Manager of Protective Services
Lesley Bannister	Project Manager
Chelsey Richardson	Manager of Finance
Eleanor Miclette	Manager of Economic Development

Mayor Krausert called the April 5, 2022 regular meeting to order at 9:01 a.m.

**PUBLIC QUESTION PERIOD – Before meeting is called to order**

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

- 1. Land Acknowledgement**
- 2. Agenda for the April 5, 2022 Regular Meeting of Council**

56-2022

Moved by Mayor Krausert that Council approve the agenda for the April 5, 2022 regular meeting as presented, with two editorial changes: H2 will proceed H1 and the numbering of in camera items shall be 1 and 2 respectively.

**CARRIED UNANIMOUSLY**

Minutes approved by:  

**3. Introduction of New Fire Chief**

Administration introduced Lance Bushie as the new Fire Chief.

**B. PUBLIC HEARINGS – None**

**C. DELEGATIONS**

**1. Downtown Canmore Business Improvement Area (BIA)**

Beth VanderVoort, Executive Director, Downtown Canmore BIA, who was joined by Christine de Soto, Chair and incoming Executive Director, Stefan Bullock, spoke to a written request that Council consider the following:

- 25% of net monies from paid parking in the Town Centre be granted to the BIA on an annual basis,
- continuity of funding for vibrancy, beautification, activation and maintaining property in our improvement area which isn't just Main Street, and
- reconsider the option of monthly passes.

This request will be considered at the May 3 regular council meeting.

**D. APPROVAL OF MINUTES**

**1. Minutes of the January 25, 2022 Special Meeting of Council**

57-2022

Moved by Mayor Krausert that Council approve the minutes of the January 25, 2022 special meeting as presented.

**CARRIED UNANIMOUSLY**

**2. Minutes of the March 1, 2022 Regular Meeting of Council**

58-2022

Moved by Mayor Krausert that Council approve the minutes of the March 1, 2022 regular meeting as presented.

**CARRIED UNANIMOUSLY**

**3. Correction to April 27, 2021 Council Special Meeting Minutes**

59-2022

Moved by Mayor Krausert that Council approve the minutes of the April 27, 2021 special meeting amended to include a missing attachment.

**CARRIED UNANIMOUSLY**

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

**F. UNFINISHED BUSINESS – None**

**G. BYLAW APPROVAL**

**1. Bow Valley Trail Area Redevelopment Plan Amendments Bylaw 2021-20 & Bylaw 2021-21 Land Use Bylaw Amendment Bylaw 2021-21**

Applicant Frank Kernick, President, Spring Creek Mountain Village presented a summary of the Bow Valley Trail proposal, benefits, preliminary concepts and bylaw amendments.

60-2022

Moved by Mayor Krausert that Council give first reading to Bow Valley Trail Area Redevelopment Plan Amendment – Community Housing Bylaw 2021-20.

**CARRIED UNANIMOUSLY**

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

61-2022 Moved by Mayor Krausert that Council give first reading to Land Use Bylaw Amendment – Bow Valley Trail General Commercial District Amendment Bylaw 2021-21.

61A-2022 Moved by Mayor Krausert that Council amend motion 61-2022 by adding:

Section 8 is amended by adding the following after section 4.6.4.18:

4.6.4.19 Employee Housing, Common Amenity Housing, or Perpetually Affordable Housing required to be constructed as part of a statutory plan, condition of development permit approval, or other forms of commitment, are not eligible for the development bonuses outlined in 4.6.4.5, 4.6.4.6, and 4.6.9.1c.

**CARRIED UNANIMOUSLY**

61B-2022 Moved by Mayor Krausert that Council amend motion 61-2022 by adding:

Section 7 is amended so that the amendment to section 4.6.4.11 of the Land Use Bylaw proposed as follows:

A maximum of 50% of the total GFA of the building(s) on-site may be used for residential units, including Tourist Home units. The development authority may consider relaxation of this limit where Dwelling Units are designed into the attic space under pitched roofs. Except as allowed in 4.6.4.5, and 4.6.4.6.

be revised for clarity to

Except as allowed in 4.6.4.5, and 4.6.4.6, a maximum of 50% of the total GFA of the building(s) on-site may be used for residential units, including Tourist Home units. The development authority may consider relaxation of this limit where Dwelling Units are designed into the attic space under pitched roofs.

**CARRIED UNANIMOUSLY**

61C-2022 Moved by Mayor Krausert that Council amend motion 61-2022 by adding:

Section 8 is amended by repealing the reference to 4.6.4.18 and substituting the following:

4.6.4.18 Where Common Amenity Housing or Employee Housing is developed, Section 8.7 shall not be required, except that the development authority may require the amenities listed in Section 8.7.0.3.

**CARRIED UNANIMOUSLY**

Minutes approved by:  

61D-2022

Moved by Mayor Krausert that Council amend motion 61-2022 by adding:

The following is added after Section 9:

10. Section 13 is amended by striking out “for storage of materials, products, and merchandise” from the definition for Wholesale Sales.

**CARRIED UNANIMOUSLY**

61-2022  
VOTE

The vote followed on motion 61-2022: that Council give first reading to Land Use Bylaw Amendment – Bow Valley Trail General Commercial District Amendment Bylaw 2021-21, amended as follows:

- Section 8 is amended by adding the following after section 4.6.4.18:

4.6.4.19 Employee Housing, Common Amenity Housing, or Perpetually Affordable Housing required to be constructed as part of a statutory plan, condition of development permit approval, or other forms of commitment, are not eligible for the development bonuses outlined in 4.6.4.5, 4.6.4.6, and 4.6.9.1c.

- Section 7 is amended so that the amendment to section 4.6.4.11 of the Land Use Bylaw proposed as follows:

A maximum of 50% of the total GFA of the building(s) on-site may be used for residential units, including Tourist Home units. The development authority may consider relaxation of this limit where Dwelling Units are designed into the attic space under pitched roofs. Except as allowed in 4.6.4.5, and 4.6.4.6.

be revised for clarity to

Except as allowed in 4.6.4.5, and 4.6.4.6, a maximum of 50% of the total GFA of the building(s) on-site may be used for residential units, including Tourist Home units. The development authority may consider relaxation of this limit where Dwelling Units are designed into the attic space under pitched roofs.



- Section 8 is amended by repealing the reference to 4.6.4.18 and substituting the following:

4.6.4.18 Where Common Amenity Housing or Employee Housing is developed, Section 8.7 shall not be required, except that the development authority may require the amenities listed in Section 8.7.0.3.

- The following is added after Section 9: 10.

Section 13 is amended by striking out “for storage of materials, products, and merchandise” from the definition for Wholesale Sales.

**CARRIED UNANIMOUSLY**

Minutes approved by:  

62-2022 Moved by Mayor Krausert that Council schedule a single public hearing for Bylaw 2021-20 and Bylaw 2021-21 for May 3, 2022.

**CARRIED UNANIMOUSLY**

**Meeting Break 10:36 – 10:50**

**2. Emergency Management Bylaw 2022-07**

63-2022 Moved by Mayor Krausert that Council give first reading to Emergency Management Bylaw 2022-07.

**CARRIED UNANIMOUSLY**

64-2022 Moved by Mayor Krausert that Council give second reading to Emergency Management Bylaw 2022-07.

**CARRIED UNANIMOUSLY**

65-2022 Moved by Mayor Krausert that Council give leave to give third reading to Emergency Management Bylaw 2022-07.

**CARRIED UNANIMOUSLY**

66-2022 Moved by Mayor Krausert that Council give third reading to Emergency Management Bylaw 2022-07.

**CARRIED UNANIMOUSLY**

**3. Traffic and Road Use Bylaw Amendments Bylaw 2022-08**

67-2022 Moved by Mayor Krausert that Council give first reading to Traffic and Road Use Bylaw Amendment 2022-08.

67A-2022 Moved by Councillor Hilstad that Council amend motion 67-2022 by adding:

Schedule A is amended in section 51(a), 51(b) and 51(c) by striking out "space" and substituting "pay parking zone".

**CARRIED UNANIMOUSLY**

67B-2022 Moved by Councillor Mah that Council amend motion 67-2022 by adding:

In section 6.(f.1.i) strike out "two or three" and substitute "or more".

**CARRIED UNANIMOUSLY**

67-2022 VOTE The vote followed on motion 67-2022: that Council give first reading to Traffic and Road Use Bylaw Amendment 2022-08, amended as follows:



- Schedule A is amended in section 51(a), 51(b) and 51(c) by striking out "space" and substituting "pay parking zone".
- In section 6.(f.1.i) strike out "two or three" and substitute "or more".

**CARRIED UNANIMOUSLY**

68-2022 Moved by Mayor Krausert that Council give second reading to the Traffic and Road Use Bylaw Amendments 2022-08.

**CARRIED UNANIMOUSLY**

69-2022 Moved by Mayor Krausert that Council give leave to give third reading to the Traffic and Road Use Bylaw Amendments 2022-08.

Minutes approved by:  

**CARRIED UNANIMOUSLY**

70-2022 Moved by Mayor Krausert that Council give third reading to the Traffic and Road Use Bylaw Amendments 2022-08.

**CARRIED UNANIMOUSLY**

**4. Procedural Bylaw Amendment 2022-04 Omnibus**

71-2022 Moved by Mayor Krausert that Council give first reading to Procedural Bylaw Amendment 2022-04 Omnibus.

71A-2022 Moved by Mayor Krausert that Council amend motion 71-2022 by adding:  
  
Strike out section 14.

**CARRIED UNANIMOUSLY**

71B-2022 Moved by Councillor McCallum that council amend motion 72-2022 by adding:  
  
In section 23, add "and an individual's name must be attached to every submission" after "anonymous submissions shall not be accepted".

**CARRIED UNANIMOUSLY**

71C-2022 Moved by Mayor Krausert that Council amend motion 72-2022 by adding:  
  
At the end of section 19 the following is added:

"12.5.4 A representative of a person or group referenced in sections 12.5, 12.5.1, or 12.5.2 must be willing and able to speak for and answer questions on behalf of the person or group they represent. If it is determined upon questioning by the presiding officer that the representative:

(a) will only be reading a written statement of a person or group, and with respect to which they will not be able to answer questions of council, then, notwithstanding sections 12.5 and 12.5.1, the presiding officer may end the presentation immediately by acknowledging receipt of the written statement without it being read by the representative; or

(b) will only be showing a pre-recorded video, and with respect to which they will not be able to answer questions of council, then, notwithstanding section 12.5.3, the presiding officer may end the presentation immediately without the pre-recorded video being shown."

**CARRIED UNANIMOUSLY**

Minutes approved by: SK AK

71D-2022 Moved by Councillor Graham that Council amend motion 72-2022 by adding:  
Amend sections 12.5.2, 12.5.3, 12.5.4 by adding “or audio” after video.  
**CARRIED UNANIMOUSLY**

71E-2022 Moved by Councillor Hilstad that Council amend motion 72-2022 by adding:  
Section 7.2 is amended by striking out “striking out” and substituting “adding”  
and striking out “and substituting” and substituting “before” so that the section  
reads: Section 7.2 is amended by adding “a majority vote of members present or”  
before “the Agenda Review Committee”.  
**CARRIED UNANIMOUSLY**

72-2022  
VOTE The vote followed on motion 72-2022: that Council give first reading to the  
Procedural Bylaw Amendment 2022-04 Omnibus, amended as follows:

- Strike out Section 14
- In section 23, add “and an individual’s name must be attached to every submission” after “anonymous submissions shall not be accepted”.  
Moved by Mayor Krausert that Council amend motion 72-2022 by adding:
- At the end of section 19 the following is added:  
"12.5.4 A representative of a person or group referenced in sections 12.5, 12.5.1, or 12.5.2 must be willing and able to speak for and answer questions on behalf of the person or group they represent. If it is determined upon questioning by the presiding officer that the representative:  
(a) will only be reading a written statement of a person or group, and with respect to which they will not be able to answer questions of council, then, notwithstanding sections 12.5 and 12.5.1, the presiding officer may end the presentation immediately by acknowledging receipt of the written statement without it being read by the representative; or  
(b) will only be showing a pre-recorded video, and with respect to which they will not be able to answer questions of council, then, notwithstanding section 12.5.3, the presiding officer may end the presentation immediately without the pre-recorded video being shown."
- Amend sections 12.5.2, 12.5.3, 12.5.4 by adding “or audio” after video.
- Section 7.2 is amended by striking out “striking out” and substituting “adding” and striking out “and substituting” and substituting “before” so that the section reads: Section 7.2 is amended by adding “a majority vote of members present or” before “the Agenda Review Committee”.  
**CARRIED UNANIMOUSLY**

72-2022 Moved by Mayor Krausert that Council give second reading to Procedural Bylaw Amendment 2022-04 Omnibus.  
**CARRIED UNANIMOUSLY**

73-2022 Moved by Mayor Krausert that Council give leave to give third reading to Procedural Bylaw Amendment 2022-04 Omnibus.  
**CARRIED UNANIMOUSLY**

Minutes approved by:  

- 74-2022 Moved by Mayor Krausert that Council give third reading to Procedural Bylaw Amendment 2022-04 Omnibus.  
**CARRIED UNANIMOUSLY**
- Note: motion from councillor graham will be addressed after the lunch break.
- 5. Supplementary Assessment Bylaw 2022-05**
- 75-2022 Moved by Mayor Krausert that Council give first reading to Supplementary Assessment Bylaw 2022-05.  
**CARRIED UNANIMOUSLY**
- 76-2022 Moved by Mayor Krausert that Council give second reading to Supplementary Assessment Bylaw 2022-05.  
**CARRIED UNANIMOUSLY**
- 77-2022 Moved by Mayor Krausert that Council give leave to give third reading to Supplementary Assessment Bylaw 2022-05.
- 78-2022 Moved by Mayor Krausert that Council give third reading to Supplementary Assessment Bylaw 2022-05.  
**CARRIED UNANIMOUSLY**

**Lunch Break 12:35 – 1:36**

- 4. Procedural Bylaw Amendment 2022-04 Omnibus (continued)**
- 79-2022 Moved by Councillor Graham that Council direct administration to investigate the options for video and audio being treated as written submissions and imbedded in the record of public submissions.  
**CARRIED UNANIMOUSLY**
- 6. Downtown Business Improvement Area (BIA) Tax Rate Bylaw 2022-06**
- 80-2022 Moved by Mayor Krausert that Council approve the Downtown business Improvement Area (BIA) 2022 budget as presented.  
**CARRIED UNANIMOUSLY**
- 81-2022 Moved by Mayor Krausert that Council give first reading to Bylaw 2022-06, the Downtown Business Improvement Area (BIA) Tax Rate Bylaw.  
**CARRIED UNANIMOUSLY**
- 82-2022 Moved by Mayor Krausert that Council give second reading to Bylaw 2022-06, the Downtown Business Improvement Area (BIA) Tax Rate Bylaw.  
**CARRIED UNANIMOUSLY**
- 83-2022 Moved by Mayor Krausert that Council give leave to give third reading to Bylaw 2022-06, the Downtown Business Improvement Area (BIA) Tax Rate Bylaw.  
**CARRIED UNANIMOUSLY**
- 84-2022 Moved by Mayor Krausert that Council give third reading to Bylaw 2022-06, the Downtown Business Improvement Area (BIA) Tax Rate Bylaw.  
**CARRIED UNANIMOUSLY**

Minutes approved by:  



**H. NEW BUSINESS**

**1. Master Fee Schedule – Patio Permit Amendments**

85-2022 Moved by Mayor Krausert that Council approve the revised 2022 Master Fee Schedule as presented.

**CARRIED UNANIMOUSLY**

**2. Food Truck Pilot Project**

86-2022 Moved by Mayor Krausert that Council approve the Food Truck Pilot Project as presented and direct administration to report back to Council on learning and any next steps.

**CARRIED UNANIMOUSLY**

86A-2022 Moved by Mayor Krausert that Council amend motion 86-2022 by adding:

In replacement of the paragraph with the "\*" following the fifth criteria to evaluate food truck vendor applications, add a sixth criteria, namely:

"6. GHG Emissions: Maximum five (5) points. Vendors will be asked to provide a plan to keep GHG emissions through their operations to a minimum. This plan should identify their fuel/power sources, and applications that use alternate fuels (e.g eco-friendly biodiesel made from vegetable oil, animal fat, and other recycled greases) or that use alternative power sources (e.g. solar panels or electric power) will be awarded the most points in this category."

**CARRIED UNANIMOUSLY**

86-2022  
VOTE

The vote followed on motion 86-2022 that Council approve the Food Truck Pilot Project as presented, with the following amendment, and direct administration to report back to Council on learning and any next steps:

- In replacement of the paragraph with the "\*" following the fifth criteria to evaluate food truck vendor applications, add a sixth criteria, namely: "6. GHG Emissions: Maximum five (5) points. Vendors will be asked to provide a plan to keep GHG emissions through their operations to a minimum. This plan should identify their fuel/power sources, and applications that use alternate fuels (e.g eco-friendly biodiesel made from vegetable oil, animal fat, and other recycled greases) or that use alternative power sources (e.g. solar panels or electric power) will be awarded the most points in this category.

**CARRIED UNANIMOUSLY**

**3. Fire Hall Construction Update (verbal)**

Administration provided Council with an update on the construction of the new fire hall.

**4. Development Application Reserve Fund Creation**

87-2022 Moved by Mayor Krausert that Council approve Reserve Policy FIN-007 as presented.

**CARRIED UNANIMOUSLY**

Minutes approved by:  

88-2022                    **5. Call to Action for Alberta Provincial Police Service**  
Moved by Mayor Krausert that Council direct Mayor Krausert to sign on to the National Police Federation Call to Action to the Government of Alberta to halt the idea of a new provincial police service and to invest the proposed new monies into underfunded critical services within Alberta.  
**CARRIED UNANIMOUSLY**

**Meeting Break 3:02 – 3:18**

- I. REPORTS FROM ADMINISTRATION – None**
- J. NOTICES OF MOTION – None**
- K. IN CAMERA**

89-2022                    Moved by Mayor Krausert That Council take the meeting in camera to prevent disclosure of information:

- related to contractual and other negotiations of the Town in accordance with s.25(1)(c)(iii) of the Freedom of Information and Protection of Privacy Act. (Item K1)
- related to contractual and other negotiations of the Town in accordance with s.25(1)(c)(iii) and privileged information in accordance with s.27(1)(a) of the Freedom of Information and Protection of Privacy Act. (Item K2)

**CARRIED UNANIMOUSLY**

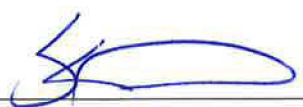
- 1. Cougar Creek Contract Negotiation Update (verbal)**
- 2. Land Transaction (verbal)**

The following members of administration were present for the in camera session:  
Andy Esarte, Adam Dreizdec, Scott McKay, Therese Rogers, Whitney Smithers, Sally Caudill, Cheryl Hyde, Andrew Kelly

90-2022                    Moved by Mayor Krausert that Council return to the public meeting at 4:13 p.m.  
**CARRIED UNANIMOUSLY**

**L. ADJOURNMENT**

91-2022                    Moved by Mayor Krausert that Council adjourn the April 5, 2022 regular meeting at 4:13 p.m.  
**CARRIED UNANIMOUSLY**

  
Sean Krausert, Mayor

  
Andrew Kelly, Assistant Municipal Clerk

Minutes approved by:  