

**TOWN OF CANMORE  
MINUTES**

Regular Meeting of Council  
Council Chambers at the Civic Centre, 902 – 7 Avenue  
**Tuesday, September 5, 2023 at 9:00 a.m.**

**COUNCIL MEMBERS PRESENT**

Sean Krausert	Mayor
Joanna McCallum	Deputy Mayor
Jeff Hilstad	Councillor
Wade Graham	Councillor
Tanya Foubert	Councillor
Jeff Mah	Councillor
Karen Marra	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)
Lauren Miller	Manager of Planning and Development
Nathan Grivell	Development Planner
Joshua Cairns	Senior Policy Planner
Caitlin Miller	Manager of Protective Services
Andy Esarte	Manager of Engineering

Mayor Krausert called the September 5, 2023 regular meeting to order at 9:00 a.m.

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

**1. Land Acknowledgement**

**2. Agenda for the September 5, 2023 Regular Meeting of Council**

198-2023

Moved by Mayor Krausert that Council approve the agenda for the September 5, 2023 regular meeting.

**CARRIED UNANIMOUSLY**

**B. PUBLIC HEARINGS**

**1. Silvertip Area Structure Plan Bylaw Amendment 2023-21 Maps**

**(1) Call to order**

Mayor Krausert called the public hearing for Bylaw 2023-21 to order at 9:02 a.m.

Minutes approved by:

(2) **Administration Summary**

Administration provided a verbal briefing on their proposed housekeeping amendments to the Silvertip Area Structure Plan intended to adjust the plan's boundary to reflect current planning initiatives and ensure consistency in the administration of the plan.

(3) **Public Submissions**

No members of the public present wished to speak.

(4) **Public Written Submissions**

No written submissions were received.

(5) **Closing Comments from Administration**

None

(6) **Council Questions of Administration**

None

(7) **Adjournment**

Mayor Krausert adjourned the public hearing at 9:07 a.m.

2. **Land Use Bylaw Amendment 2023-20 Canmore Planning Commission Authority and Referrals**

(1) **Call to order**

Mayor Krausert called the public hearing for Bylaw 2023-20 to order at 9:07 a.m.

(2) **Administration Summary**

Administration provided a verbal briefing on their proposed amendments to the Land Use Bylaw intended to provide clarity on what type of development permit applications are referred to Canmore Planning Commission for decision.

(3) **Public Submissions**

No members of the public present wished to speak.

(4) **Public Written Submissions**

No written submissions were received.

(5) **Closing Comments from Administration**

None

(6) **Council Questions of Administration**

None

(7) **Adjournment**

Mayor Krausert adjourned the public hearing at 9:12 a.m.

**3. Land Use Bylaw Amendment 2023-24 205 Stewart Creek Rise**

**(1) Call to order**

Mayor Krausert called the public hearing for Bylaw 2023-24 to order at 9:12 a.m.

**(2) Administration Summary**

Administration provided a verbal briefing on Canmore Community Housing's application to redesignate 205 Stewart Creek Rise from PD Public Use District and the R3-SC Residential Comprehensive Multiple-Unit Stewart Creek District to R2A-SC Residential Family Low Density District – Stewart Creek District.

**(3) Applicant Summary**

Michelle Ouellette, Executive Director of Canmore Community Housing, provided a verbal briefing summarizing the reasons for their redesignation application.

**(4) Public Submissions**

**In favour**

Name	Verbal	Written
Kunst, Todd – Sage Bistro		X
Hill, Lawrence		X

**Opposed**

Name	Verbal	Written
Hyrina, Genya		X
Cavanagh, Sean		X

**(5) Public Written Submissions**

The recording secretary read into the record the names of those who provided written submissions. These submissions are recorded in the list of public submissions above and are published in the record of public submissions for this meeting.

**(6) Council Questions of the Applicant**

The applicant addressed questions of clarification from Council.

**(7) Closing Comments from Administration**

None

**(8) Council Questions of Administration**

None

**(9) Adjournment**

Mayor Krausert adjourned the public hearing at 9:17 a.m.

**C. DELEGATIONS – None**

Minutes approved by:                  



**D. APPROVAL OF MINUTES**

**1. Minutes of the August 15, 2023 Regular Meeting of Council**

199-2023 Moved by Mayor Krausert that Council approve the minutes of the August 15, 2023 regular meeting as presented.

**CARRIED UNANIMOUSLY**

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

**F. UNFINISHED BUSINESS**

**1. Retail Gap Analysis and Light Industrial and Commercial Land Review**

Motion 162-2023, postponed at the July 4, 2023 regular meeting, was put on floor for debate and vote.

162-2023 Moved by Mayor Krausert that Council direct administration to return with recommended amendments to the Land Use Bylaw, the Municipal Development Plan, and any other suggested policy amendments to clear up restrictions and conflicting statements and interpretations to allow the provision of housing in industrial districts, propose criteria under which such housing could be considered, and ensure that any residential units are occupied by employees.

**DEFEATED**

**In favour: Foubert, Krausert, Marra**

**Opposed: Graham, Hilstad, Mah, McCallum**

200-2023 Moved by Mayor Krausert that Council direct administration to return with recommended amendments to the Land Use Bylaw and Municipal Development Plan to discourage the provision of employee housing in industrial districts.

**CARRIED**

**In favour: Graham, Hilstad, Mah, McCallum**

**Opposed: Foubert, Krausert, Marra**

201-2023 Moved by Mayor Krausert that Council accept the Retail Gap Analysis and Light Industrial and Commercial Land Review for planning purposes.

**CARRIED UNANIMOUSLY**

**Meeting break 10:10 – 10:30 a.m.**

**G. BYLAW APPROVAL**

**1. Silvertip Areas Structure Plan Bylaw Amendment 2023-21 Maps**

202-2023 Moved by Mayor Krausert that Council give second reading to Silvertip Area Structure Plan Bylaw Amendment 2023-21 Maps.

**CARRIED UNANIMOUSLY**

203-2023 Moved by Mayor Krausert that Council give third reading to Silvertip Area Structure Plan Bylaw Amendment 2023-21 Maps.

**CARRIED UNANIMOUSLY**

Minutes approved by:



**2. Land Use Bylaw Amendment 2023-20 – Canmore Planning Commission Authority and Referrals and Subdivision Authority, Development Authority, and Municipal Planning Commission Establishment Bylaw Amendment 2023-28 – Development Authority and Canmore Planning Commission**

204-2023 Moved by Mayor Krausert that Council give second reading to Land Use Bylaw Amendment 2023-20 Canmore Planning Commission Authority and Referrals.  
**CARRIED UNANIMOUSLY**

205-2023 Moved by Mayor Krausert that Council give third reading to Land Use Bylaw Amendment 2023-20 Canmore Planning Commission Authority and Referrals.  
**CARRIED UNANIMOUSLY**

206-2023 Moved by Mayor Krausert that Council give second reading to Subdivision Authority, Development Authority, and Municipal Planning Commission Establishment Bylaw Amendment 2023-28 Development Authority and Canmore Planning Commission.  
**CARRIED UNANIMOUSLY**

207-2023 Moved by Mayor Krausert that Council give third reading to Subdivision Authority, Development Authority, and Municipal Planning Commission Establishment Bylaw Amendment 2023-28 Development Authority and Canmore Planning Commission.  
**CARRIED UNANIMOUSLY**

208-2023 Moved by Mayor Krausert that Council direct administration to return by June 2024 with options to remove, where feasible, naming of Council and Canmore Planning Commission as the Development Authority from Direct Control Districts within the Land Use Bylaw and replace it with the Development Officer.  
**CARRIED UNANIMOUSLY**

**3. Land Use Bylaw Amendment 2023-24 205 Stewart Creek Rise**

209-2023 Moved by Mayor Krausert that Council give second reading to Land Use Bylaw Amendment 2023-24 – 205 Stewart Creek Rise.  
**CARRIED UNANIMOUSLY**

210-2023 Moved by Mayor Krausert that Council give third reading to Land Use Bylaw Amendment 2023-24 – 205 Stewart Creek Rise.  
**CARRIED UNANIMOUSLY**

**4. Palliser Area Structure Plan Bylaw 2023-22**

211-2023 Moved by Mayor Krausert that Council give first reading to Palliser Trail Area Structure Plan Bylaw 2023-22 and schedule a public hearing for October 3, 2023.  
**CARRIED UNANIMOUSLY**

**Meeting break 11:50 a.m. – 1 p.m.**

**5. Bylaw Enforcement Officer Bylaw**

212-2023 Moved by Mayor Krausert that Council give first reading to Bylaw Enforcement Officer Bylaw 2023-29.  
**CARRIED UNANIMOUSLY**

Minutes approved by: LT SK

213-2023 Moved by Mayor Krausert that Council give second reading to Bylaw Enforcement Officer Bylaw 2023-29.

**CARRIED UNANIMOUSLY**

214-2023 Moved by Mayor Krausert that Council give leave to go to the third reading of Bylaw Enforcement Officer Bylaw 2023-29.

**CARRIED UNANIMOUSLY**

215-2023 Moved by Mayor Krausert that Council give third reading to Bylaw Enforcement Officer Bylaw 2023-29.

**CARRIED UNANIMOUSLY**

#### **H. NEW BUSINESS**

##### **1. Livability Tax Policy Taskforce Terms of Reference**

216-2023 Moved by Mayor Krausert that Council approve the Terms of Reference for the Livability Tax Policy Task Force as presented.

216A-2021 Moved by Councillor Foubert that Council amend motion 215-2023 by amending the Town of Canmore Livability Tax Policy Task Force Terms of Reference within the first bullet of Section 5 under Phase 1: Develop a Plan to Phase Out the Tourist Home Designation by removing the words "and administration".

**CARRIED UNANIMOUSLY**

215-2023 The vote followed on motion 215-2023 as amended: that Council approve the Terms of Reference for the Livability Tax Policy Task Force as presented, amended as follows:

- amend the Town of Canmore Livability Tax Policy Task Force Terms of Reference within the first bullet of Section 5 under Phase 1: Develop a Plan to Phase Out the Tourist Home Designation by removing the words "and administration".

**CARRIED UNANIMOUSLY**

217-2023 Moved by Councillor Foubert that Council direct administration to return with recommendations for members of the Livability Tax Policy Task Force at a September 19, 2023 special meeting for Council approval.

**CARRIED UNANIMOUSLY**

218-2023 Moved by Mayor Krausert that Council appoint three members of council – Mayor Krausert, Councillor Graham, and Councillor McCallum – to participate in the Livability Tax Policy Task Force.

**CARRIED UNANIMOUSLY**

**Meeting break 2:12 – 2:30 p.m.**

Minutes approved by: OTI SK

**2. 2023 Capital Budget Funding Sources Amendment - Cougar Creek Long-Term Mitigation**

219-2023

Moved by Mayor Krausert

- 1) that Council approve a budget funding source amendment for Cougar Creek Long-term Mitigation capital project (CP#1562) in the amount of \$8,300,000 from Future Grant to Reserves drawn as follows:
  - \$5,300,000 – Asset Replacement/Rehabilitation Reserve
  - \$2,000,000 – General Municipal Capital Reserve
  - \$1,000,000 – Flood Mitigation Structure Maintenance Reserve; and
- 2) that Council direct administration to return during the 2024 budget amendment process with recommendations to cancel or delay \$8,300,000 in future or carry forward capital projects to reallocate that funding towards the Cougar Creek Long-Term Mitigation capital project (CP#1562).

**CARRIED UNANIMOUSLY**

220-2023

Moved by Mayor Krausert that Council direct administration to continue to apply for grant funding, with any approved grants to be utilized to reduce the amount of reserve funding required for this project.

**CARRIED UNANIMOUSLY**

**I. REPORTS FROM ADMINISTRATION – None**

**J. NOTICES OF MOTION – None**

**K. IN CAMERA – None**

**L. ADJOURNMENT**

221-2023

Moved by Mayor Krausert that Council adjourn the September 5, 2023 regular meeting at 2:58 p.m.

**CARRIED UNANIMOUSLY**



Sean Krausert, Mayor

  
Cheryl Hyde, Municipal Clerk

Minutes approved by:

