

**TOWN OF CANMORE
MINUTES**

Annual Organizational Meeting of Council
Council Chambers at the Civic Centre, 902 – 7 Avenue
Tuesday, October 24, 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 |
| Whitney Smithers | General Manager of Municipal Infrastructure |
| Scott McKay | General Manager of Municipal Services |
| Cheryl Hyde | Manager, Municipal Clerk's Office (recorder) |
| Sara Jones | Executive Assistant |
| Lauren Miller | Manager of Planning and Development |
| Johanna Sauve | Manager of Human Resources |

Mayor Krausert called the October 24, 2023 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 24, 2023 Annual Organizational Meeting

245-2023

Moved by Mayor Krausert that Council approve the agenda for the October 24, 2023 annual organizational meeting as presented, with one amendment:

- Under B3, remove recommendation 5 (that Council ratify appointments to the Livability Task Force).

CARRIED UNANIMOUSLY

B. NEW BUSINESS

1. Council Meeting Schedule

246-2023

Moved by Mayor Krausert that Council approve the following meeting schedule effective January 1, 2024 – December 31, 2024:

- 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

Minutes approved by: CK SE

- second and fourth Tuesdays of each month at 9 a.m. reserved for special meetings
- notwithstanding the above:
 - in January 2024 the schedule will be as follows:
 - January 9 – regular council meeting at 9 a.m.
 - January 16 – reserved for special meeting at 9 a.m.
 - January 23 – committee of the whole at 1 p.m.
 - January 30 – reserved for special meeting at 9 a.m.
 - in July and August 2024, the only meetings scheduled are regular meetings on July 2 and August 20 at 9 a.m. (no committee of the whole meetings scheduled)
 - annual organizational meeting on October 22, 2024 at 9 a.m.

CARRIED UNANIMOUSLY

2. Deputy Mayor Schedule

247-2023

Moved by Mayor Krausert that Council approve the deputy mayor schedule from November 2023 to October 2024 as follows:

- November and December 2023 – Councillor Marra
- January and February 2024 – Councillor Hilstad
- March and April 2024 – Councillor Foubert
- May and June 2024 – Councillor Mah
- July and August 2024 – Councillor Graham
- September and October 2024 – Councillor McCallum

CARRIED UNANIMOUSLY

3. Committee Appointments

248-2023

Moved by Mayor Krausert that Council take the meeting in camera at 9:04 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

Administration present at the closed session: Sally Caudill, Whitney Smithers, Therese Rogers, Lauren Miller, Johanna Sauve, Cheryl Hyde, and Sara Jones.

249-2023

Moved by Mayor Krausert that Council return to the public meeting at 10:11 a.m.

CARRIED UNANIMOUSLY

250-2023

Moved by Mayor Krausert that Council appoint the mayor and councillors to internal and external committees in accordance with Attachment 1 of these minutes.

CARRIED UNANIMOUSLY

251-2023

Moved by Mayor Krausert that Council appoint Mayor Krausert as the voting representative for Council acting as a shareholder of Canmore Community Housing.

CARRIED UNANIMOUSLY

252-2023

Moved by Mayor Krausert that Council direct Canmore Community Housing shareholders to appoint Rob Murray, Jessica Fonseca, and Jamie Findlay to two-year terms on the Canmore Community Housing board of directors.

CARRIED UNANIMOUSLY

Minutes approved by: CT SK

253-2023

Moved by Mayor Krausert that Council appoint public members to committees as follows:

- a) Glynis Carling, Norah Bonsteel and Darrah Wolfe to three-year terms, Danielle Liwanag to a two-year term (mid-term replacement), and Chesa Peter to a one-year term (mid-term replacement) on the Canmore Public Library Board;
- b) Brian Talbot to a two-year term and Spencer Thackray to one-year term on the Canmore Planning Commission beginning on January 1, 2024 and ending on December 31, 2024 (Spencer Thackray) and 2025 (Brian Talbot);
- c) Muriel Davidson, Suzane Shellian-Frey, and Rachel Gibson to one-year terms on the Community Events Committee;
- d) Victoria Meah and David Gunn to one-year terms on the Community Grants Selection Committee;
- e) Harry Scott, Craig Saloff, Simon Orrell, Jen Marran and Laurie Edward to a term ending June 30, 2024 on the Council Remuneration Review Committee;
- f) Brandy Dahrouge, Jennifer d' Entremont, and Christine Moreland-Giraldeau to three-year terms and Mari Hill, Dawn Saunders Dahl and Micheline Maylor-Kovitz to two-year terms on the Cultural Advisory Committee;
- g) Larry Bohn and Audrey Rogers to one-year terms and Christoph Braier, Michelle Cooze, Andre Giannandrea, John McClure, and Peter Moreland-Giraldeau to two-year terms on the Subdivision and Development Appeal Board, beginning on January 1, 2024 and ending on December 31, 2024 (Larry Bohn and Audrey Rogers) and December 31, 2025 (Christoph Braier, Michelle Cooze, Andre Giannandrea, John McClure, and Peter Moreland-Giraldeau);

CARRIE UNANIMOUSLY

254-2023

Moved by Mayor Krausert that Council direct administration to bring a Code of Conduct for Council Appointees to Council for consideration.

CARRIED UNANIMOUSLY

C. IN CAMERA

1. Public Member Committee Applications

Addressed during Item B3.


Minutes approved by: 47 5

D. ADJOURNMENT

255-2023

Moved by Mayor Krausert that Council adjourn the October 24, 2023 annual organizational meeting at 10:16 a.m.

CARRIED UNANIMOUSLY



Sean Krausert, Mayor



Cheryl Hyde,
Manager, Municipal Clerk's Office

Minutes approved by:  

OT 3

Council Appointments 2023-2024

| 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 (incl. Regional Emergency Cttee) | Mayor + 2 | | | | | | | |
| 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 | Mayor + 1 + Alt | | | | | | | ALT |
| 24 Rocky Mountain Heritage Foundation | Mayor | | | | | | | |
| 25 Southern Alberta Municipal Waste Management Association (SAEWA) | 1 + Alt | | ALT | | | | | |