

**TOWN OF CANMORE
MINUTES**

Committee of the Whole
Council Chambers at the Civic Centre, 902 – 7 Avenue
Tuesday, March 19, 2024 at 1:00 p.m.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

Joanna McCallum left the meeting at 3:45 p.m.

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	Manager, Municipal Clerk's Office
Ben Stiver	Municipal Clerk (recorder)
Jill Jamieson	Manager of Community Social Development
Laura Wellmann	FCSS Family and Community Worker
Tara Gilchrist	FCSS Supervisor
Adam Driedzic	Town Solicitor
Andy Esarte	Manager of Engineering
Caitlin Miller	Manager of Protective Services
Jack Wrobel	Canmore RCMP Sergeant Acting Detachment Commander

Mayor Krausert called the March 19, 2024 Committee of the Whole meeting to order at 1:00 p.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA


- 1. Land Acknowledgement**
- 2. Agenda for the March 19, 2024 Committee of the Whole Meeting**

6-2024COW

Moved by Mayor Krausert that the Committee of the Whole approve the agenda for the March 19, 2024 meeting as circulated.

CARRIED UNANIMOUSLY

Minutes approved by:



B. DELEGATIONS

1. Canmore Young Adult Network Program and Project Update

Nicole Eplett, Executive Director for the Canmore Young Adult Network (CYAN), spoke to a written presentation updating the Committee of the Whole on the progress and impact of CYAN's mental, physical, and community well-being programs and projects.

C. MINUTES

1. Minutes of the January 23, 2024 Committee of the Whole Meeting

7-2024COW

Moved by Mayor Krausert that the Committee of the Whole approve the minutes of the January 23, 2024 meeting as circulated.

CARRIED UNANIMOUSLY

D. STAFF REPORTS

1. Status of the Bow Valley Non-Profit Sector

Administration spoke to a written report providing the Committee with an update on the Bow Valley non-profit sector's status and highlight current collaborative work between the Town of Canmore and the Town of Banff Family and Community Support Services (FCSS).

2. Code of Conduct Bylaw Review

Administration spoke to a written report reviewing the Code of Conduct for Elected Officials Bylaw 2018-02 with the Committee and providing direction to administration on preparing updates to the Code.

8-2024COW

Moved by Mayor Krausert that the Committee of the Whole recommend that administration research examples of acceptable sanctions from other municipalities beyond the sanctions listed in the Municipal Government Act.

CARRIED UNANIMOUSLY

9-2024COW

Moved by Mayor Krausert that the Committee of the Whole recommend that Council consider requiring the Investigator to provide a copy of the complaint to all members of Council if the complainant is a member of Council.

CARRIED UNANIMOUSLY

10-2024COW

Moved by Mayor Krausert that the Committee of the Whole recommend that administration research examples of specific alternative dispute resolution processes from other municipalities to be added to the Code.

CARRIED UNANIMOUSLY

11-2024COW

Moved by Mayor Krausert that the Committee of the Whole recommend that Council consider having the Investigator provide the investigation report to all members of Council.

CARRIED UNANIMOUSLY

12-2024COW

Moved by Mayor Krausert that the Committee of the Whole recommend that Council direct administration to research and recommend practices for reporting investigation outcomes to the complainant.

CARRIED UNANIMOUSLY

Minutes approved by:

Meeting Break from 2:40 p.m. – 2:50 p.m.

13-2024COW

Moved by Mayor Krausert that the Committee of the Whole recommend that Council consider having the Investigator provide a preliminary report to the respondent and complainant for their response within a limited time, before the final report being provided to Council.

CARRIED UNANIMOUSLY

14-2024COW

Moved by Mayor Krausert that the Committee of the Whole recommend that Council consider adding the decision-making process proposed in administration's March 19, 2024 briefing to the Committee of the Whole to the Code.

CARRIED UNANIMOUSLY

3. Service Level Inventory

Administration introduced the Committee to the consultant working on the Service Level Inventory, Trina McCarroll, Executive Advisor and Facilitator at Hello Courage, who spoke to a written report providing an overview of the project.

4. Railway Avenue Central Project Update

Administration provided an update to the Railway Avenue Central Project and highlighted key design progression milestones and next steps.

E. COUNCILLOR UPDATES

1. February 2024 Councillor Updates

Written report, received as information.

2. March 2024 Councillor Updates

Written report, received as information.

F. ADMINISTRATIVE UPDATE

1. February 2024 Administrative Update

Written report, received as information.

2. March 2024 Administrative Update

Written report, received as information.

G. COUNCIL RESOLUTION ACTION LIST

1. Council Resolution Action List as of March 13, 2024

Written report, received as information.

Minutes approved by:  

H. CORRESPONDENCE

1. From RCMP re Deputy Commissioner Retirement
2. From Minister of Forestry and Parks re Bow Valley Wildfire and Vegetation Management Plan
3. From Minister of Environment and Protected Areas re Water Management Plan
4. From Alberta Construction and Maintenance re Highway 1 Bow River to Banff East Gate Wildlife Exclusion Fencing Project
5. From Minister of Municipal Affairs re Local Government Fiscal Framework
6. Update from the Lieutenant Governor of Alberta

I. CLOSED SESSION – none

J. ADJOURNMENT

15-2024COW

Moved by Mayor Krausert that the Committee of the Whole adjourn the March 19, 2024 Committee of the Whole meeting at 4:25 p.m.

CARRIED UNANIMOUSLY

Sean Krausert
Mayor

Ben Stiver
Municipal Clerk

Minutes approved by:  