

**TOWN OF CANMORE
MINUTES**

Finance Committee

Council Chamber at the Civic Centre, 902 – 7 Avenue

Thursday, November 2, 2023 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 (joined meeting at 9:10 a.m.)

FINANCE COMMITTEE 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
Sara Jones	Executive Assistant (recorder)
Palki Biswas	Manager of Finance
Ric Irwin	Senior Finance Officer
Adam Robertson	Manager of Communications
Andy Esarte	Manager of Engineering
Andreas Comeau	Manager of Public Works

Mayor Krausert called the November 2, 2023 Finance Committee meeting to order at 9:00 a.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

1. Land Acknowledgement

2. Agenda for the November 2, 2023 Finance Committee Meeting

18-2023FIN

Moved by Mayor Krausert that the Finance Committee approve the agenda for the November 2, 2023 meeting as presented.

CARRIED UNANIMOUSLY

Councillor McCallum joined the meeting at 9:10 a.m.

B. DELEGATIONS – none

C. MINUTES – none

Minutes approved by:

 

D. STAFF REPORTS

1. 2023 Capital Projects Status Update, Budget Amendments and Project Cancellations

19-2023FIN Moved by Mayor Krausert that the Finance Committee accept the Capital Project Progress Report as at September 30, 2023 as presented.

CARRIED UNANIMOUSLY

20-2023FIN Moved by Mayor Krausert that the Finance Committee recommend to Council that the following 2022/2023 projects be cancelled:

- (a) 7285 Asset Management Software Needs Assessment
- (b) 7226 Long Range Facility Needs Report
- (c) 7236 Passenger Rail Station and Impact Study
- (d) 7311 Heliport Landing Pad Surface Replacement

CARRIED UNANIMOUSLY

21-2023FIN Moved by Mayor Krausert that the Finance Committee recommend to Council that the following amendment to the 2022/2023 capital projects be approved:

- (a) Increase the budget for 7190 EP Rock Wall Refurbishment from \$100,000 to \$285,000 with the additional \$185,000 funded by Asset Replacement/Rehabilitation Reserve.

CARRIED

In favour: Foubert, Hilstad, Krausert, McCallum

Opposed: Graham, Mah, Marra

22-2023FIN Moved by Mayor Krausert that the Finance Committee recommend to Council that the following amendments to the 2022/2023 capital projects be approved:

- (a) Increase the budget for 7244 Cemetery Final Design and New Columbarium – Phase 1 from \$365,000 to \$615,000 with the additional \$250,000 funded by General Capital Reserve.
- (b) Close-out 7307 Jumping Platform – Quarry Lake.

CARRIED UNANIMOUSLY

Meeting break 10:32 – 11:00 a.m.

2. 2024-2028 Proposed Capital Budget and Plan Amendments

23-2023FIN Moved by Mayor Krausert that the Finance Committee recommend to Council to cancel the following 2024 approved projects and defer them to future years:

- (a) 7343 IT Strategic Improvements \$15,000 to 2025,
- (b) 7344 Asset Management Software Implementation \$150,000 to 2026,
- (c) 7345 Recreation Systems Enhancements \$10,000 to 2025,
- (d) 7346 Finance System Migration Needs Assessment \$30,000 to 2025,
- (e) 7352 Hazard Mitigation Three Sisters Creek Construction \$4,225,000 to 2026,
- and
- (f) 7353 Hazard Mitigation Stone Creek \$500,000 to 2026.

CARRIED UNANIMOUSLY

Minutes approved by: OT7 2

- 24-2023FIN Moved by Mayor Krausert that the Finance Committee recommend to Council to cancel the following 2024 Unfunded projects and defer them to 2025:
- (a) Salt Shed – Rooftop Solar Installation \$550,000, and
 - (b) Noise Abatement Study \$50,000.

CARRIED UNANIMOUSLY

- 25-2023FIN Moved by Mayor Krausert that the Finance Committee recommend to Council to add the following projects to 2024:
- (a) Long Term Financial Strategy Update \$100,000 funded from Operating,
 - (b) EP – Waterslide Area Repairs \$200,000 funded from Asset Replacement/Rehabilitation Reserve,
 - (c) Recreation Facility Feasibility Study \$200,000 funded from Operating and General Capital Reserve,
 - (d) Parking Management Implementation \$140,000 funded from Integrated Parking Management (Paid Parking) Reserve,
 - (e) WWTP Upgrade – Conceptual Design \$600,000 funded from Wastewater Utility Reserve,
 - (f) Railway Avenue Water Line Replacement – Construction Phase 1 (South) \$1,800,000 funded from Water Utility Reserve, and
 - (g) Teepee Town Water Line Upgrade \$440,000 funded from Water Utility Reserve.

CARRIED UNANIMOUSLY

- 26-2023FIN Moved by Mayor Krausert that the Finance Committee recommend to Council to amend the following 2024 approved projects:
- (a) Change the budget and scope for 7359 Complete Street Improvements Railway to Main from \$5,000,000 to \$6,000,000 funded from Grants (MSI, CCBF) and Reserves (Asset Replacement/Rehabilitation Reserve and Offsite Reserve),
 - (b) Increase the budget for 7357 Street and Drainage Rehabilitation from \$500,000 to \$1,650,000 funded from grant (CCBF) and Asset Replacement/Rehabilitation Reserve,
 - (c) Increase the budget for 7358 Pathway Network Connectivity from \$250,000 to \$865,000 funded from Operating, Developer and Grants (MSI, ICIP), and
 - (d) Decrease the budget for 7371 Railway Avenue Wastewater Upgrade from \$2,400,000 to \$1,750,000 funded from Debenture and Wastewater Reserve.

CARRIED UNANIMOUSLY

- 27-2023FIN Moved by Mayor Krausert that the Finance Committee recommend to Council to adopt the 2025-2028 Capital Plans as presented.

TABLED

- 28-2023FIN **2. 2024-2028 Proposed Capital Budget and Plan Amendments continued**
Moved by Mayor Krausert that the Finance Committee table motion 27-2023FIN to follow item D-4 2024-2026 Proposed Utility Budget and Rates.

CARRIED UNANIMOUSLY

Minutes approved by: OT7 S

29-2023FIN

Moved by Mayor Krausert that the Finance Committee recommend to Council to approve the following amendments to the 2023 capital projects budget:

- (a) Change the funding source for \$8,300,000 CAP 1562 Cougar Creek Long-Term Mitigation from:
- \$5,300,000 – Asset Replacement/Rehabilitation Reserve,
 - \$2,000,000 – General Capital Reserve
 - \$1,000,000 – Flood Mitigation Structure Maintenance Reserve
- To:
- \$7,100,000 - Asset Replacement/Rehabilitation Reserve
 - \$ 1,200,000 – MSI Grant; and
- (b) Change the budget and scope for CAP 7299 Bow Valley Trail Pathway Improvements South from \$900,000 to \$540,000 to be funded by Asset Replacement/Rehabilitation Reserve.

CARRIED UNANIMOUSLY

Meeting break 12:24 – 1:30 p.m.

3. 2024-2026 Proposed Solid Waste Services Budget and Rates

Administration provided a verbal review of the proposed 2024-2026 operating budget for solid waste services.

4. 2024-2026 Proposed Utility Budget and Rates

Administration, along with Steven Dawe, Lead Engineer, from CIMA+ provided a verbal review of the 2024-2026 proposed utility budget and rates, including:

- (a) the proposed 2024 operating budget,
(b) the proposed 2024-2028 capital budget and plan, and
(c) the Wastewater Treatment Plant Technical Assessment Review (CIMA+).

2. 2024-2028 Proposed Capital Budget and Plan Amendments continued

27-2023FIN

The vote followed on tabled motion 27-2023FIN: that the Finance Committee recommend to Council to adopt the 2025-2028 Capital Plans as presented.

CARRIED UNANIMOUSLY

B. IN CAMERA – none

C. ADJOURNMENT

30-2023FIN

Moved by Mayor Krausert that the Finance Committee adjourn the November 2, 2023 meeting at 2:49 p.m.

CARRIED UNANIMOUSLY



Sean Krausert, Mayor



Cheryl Hyde
Manager, Municipal Clerk's Office

Minutes approved by: CKT CH