

**TOWN OF CANMORE
MINUTES**

Finance Committee
Council Chamber at the Civic Centre, 902 – 7 Avenue
Thursday, November 21, 2024 at 11:00 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 (arrived at 11:10 a.m.; absent for motions 9-2024FIN and 10-2024FIN)
Joanna McCallum	Councillor

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
Chelsey Gibbons	Manager of Finance
Adam Robertson	Manager of Communications
Ben Stiver	Municipal Clerk

Mayor Krausert called the November 21, 2024 Finance Committee meeting to order at 11:05 a.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

1. Land Acknowledgement

2. Agenda for the November 21, 2024 Finance Committee

9-2024FIN Moved by Mayor Krausert that the Finance Committee approve the agenda for November 21, 2024 Finance Committee meeting as presented.

CARRIED UNANIMOUSLY

B. DELEGATIONS – none

C. APPROVAL OF MINUTES

1. Minutes of the April 23, 2024 Finance Committee

10-2024FIN Moved by Mayor Krausert that the Finance Committee approve the minutes of the April 23, 2024 Finance Committee meeting as presented.

CARRIED UNANIMOUSLY

Councillor Mah arrived at the meeting at 11:10 a.m.

Minutes approved by:

D. STAFF REPORTS

1. Auditor Appointment for 2024

11-2024FIN Moved by Mayor Krausert that the Finance Committee appoint Avail CPA as the external financial auditor for the Town of Canmore for the fiscal year ending December 31, 2024.

CARRIED UNANIMOUSLY

2. Pre-Audit Report

Michelle Lutz and Calvin Scott from Avail CPA presented the pre-audit report.

12-2024FIN Moved by Mayor Krausert that the Finance Committee close the meeting to the public at 11:23 a.m. to prevent disclosure of personnel evaluations in accordance with section 17(4)(f) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

Administration present at the closed session: None.

13-2024FIN Moved by Mayor Krausert that the Finance Committee return to the public meeting at 11:27 a.m.

CARRIED UNANIMOUSLY

3. Plan for 2025 Budget Approval and Timing

Administration spoke to a written report to inform the Finance Committee about Administration's plan with regards to the revised timing of the 2025 budget approval.

4. High Level Stage Setting for 2025 – External Impacts

Administration provided a verbal overview of the External Impact of High Level Stage Setting for 2025.

Lunch Break 12:10 p.m. – 1:10 p.m.

5. Provincial Downloading

Administration provided an overview of the Provincial Downloading documentation.

6. Strategic Plan Review, Policy Review, and Economic Update

Administration provided an overview of the Strategic Plan Review, Policy Reviews, and Economic Update.

E. CLOSED SESSION



1. Confidential – Pre-Audit Report

Addressed during agenda item D2.

F. ADJOURNMENT

14-2024FIN Moved by Mayor Krausert that the Finance Committee adjourn the November 21, 2024 Finance Committee meeting at 2:14 p.m.

CARRIED UNANIMOUSLY

Minutes approved by:  



Sean Krausert
Mayor



Ben Stiver
Municipal Clerk

Minutes approved by:  