

**TOWN OF CANMORE  
MINUTES**

Finance Committee

Council Chamber at the Civic Centre, 902 – 7 Avenue

**Tuesday, December 10, 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
Joanna McCallum	Councillor

**FINANCE COMMITTEE MEMBERS ABSENT**

None

**ADMINISTRATION PRESENT**

Sally Caudill	Chief Administrative Officer
Therese Rogers	General Manager of Corporate Services
Scott McKay	General Manager of Municipal Services
Chelsey Gibbons	Manager of Finance
Ben Stiver	Municipal Clerk (recorder)
Sara Jones	Executive Assistant
Ric Irwin	Senior Finance Officer
Adam Robertson	Manager of Communications

Mayor Krausert called the December 10, 2024 Finance Committee meeting to order at 11:00 a.m.

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

**1. Land Acknowledgement**

**2. Agenda for the December 10, 2024 Finance Committee**

33-2024FIN

Moved by Mayor Krausert that the Finance Committee approve the agenda for December 10, 2024 meeting as presented.

**CARRIED UNANIMOUSLY**

**B. DELEGATIONS – none**

**C. APPROVAL OF MINUTES**

**1. Minutes of the December 5, 2024 Finance Committee**

34-2024FIN

Moved by Mayor Krausert that the Finance Committee approve the minutes of the December 5, 2024 meeting as presented.

**CARRIED UNANIMOUSLY**

Minutes approved by:



**D. STAFF REPORTS**

**1. Partner and Affiliate Support**

Administration spoke to a written submission regarding Partner and Affiliate Support.

**Lunch Break 11:55 a.m. – 1:00 p.m.**

**2. Setting the Stage**

Administration gave a verbal presentation on “Setting the Stage” for the 2025 Municipal Budget.

**3. Overview of Capital Budget**

Administration gave a verbal presentation on the Overview of the Capital Budget.

35-2024FIN

Moved by Mayor Krausert that the Finance Committee close the meeting to the public at 1:20 p.m. to prevent the disclosure of:

- 1) information that could reasonably be expected to reveal pending budgetary decisions in accordance with section 24(1)(g) of the *Freedom of Information and Protection of Privacy Act*, and
- 2) information that could reasonably be expected to prejudice the competitive position of the Town in accordance with section 25(1)(c)(ii) of the *Freedom of Information and Protection of Privacy Act*.

**CARRIED UNANIMOUSLY**

Administration present at the closed session: Sally Caudill, Therese Rogers, Scott McKay, Chelsey Gibbons, Ric Irwin, Adam Robertson, Sara Jones, and Ben Stiver.

36-2024FIN

Moved by Mayor Krausert that the Finance Committee return to the public meeting at 2:48 p.m.

**CARRIED UNANIMOUSLY**

**Meeting Break 2:48 p.m. – 3:03 p.m.**

**4. Financial Reserves and Debt Status**

Administration gave a verbal presentation on Financial Reserves and Debt Status.

**5. Follow-up Question Updates from Previous Finance Committee Meetings**

Administration gave a verbal presentation on the follow-up question updates from previous Finance Committee meetings.

**Meeting Break 3:53 p.m. – 4:02 p.m.**

**6. Options Summary and Review – Increases/Decreases**

Administration gave a verbal presentation on the Options Summary and Review – Increases/Decreases.

**E. CLOSED SESSION**

**1. Overview of Capital Budget**

Addressed during item D3.

Minutes approved by:  

**F. ADJOURNMENT**

37-2024FIN

Moved by Mayor Krausert that the Finance Committee adjourn the December 10, 2024 Finance Committee meeting at 4:24 p.m.

**CARRIED UNANIMOUSLY**



Sean Krausert  
Mayor



Ben Stiver  
Municipal Clerk

Minutes approved by:  