

**TOWN OF CANMORE
MINUTES**

Regular Meeting of Council
Council Chamber at the Civic Centre, 902 – 7 Avenue
Tuesday, December 3, 2024 at 9:00 a.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

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 of the Municipal Clerk's Office
Ben Stiver	Municipal Clerk (recorder)
Harry Shnider	Manager of Planning and Development
Shannon Woods	Water Resources Engineer
Andreas Comeau	Manager of Public Works
Andy Esarte	Manager of Engineering
Adam Robertson	Manager of Communications

Mayor Krausert called the December 3, 2024 regular meeting to order at 9:00 a.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

- 1. Land Acknowledgement**
- 2. Agenda for the December 3, 2024 Regular Meeting of Council**

266-2024

Moved by Mayor Krausert that Council approve the agenda for December 3, 2024 regular council meeting as presented.

CARRIED UNANIMOUSLY

Minutes approved by:  

B. PUBLIC HEARINGS

1. Revised Land Use Bylaw Amendment 2024-30 – Tourist Home Conversions

(1) Call to order

Mayor Krausert called the public hearing to order for Revised Land Use Bylaw Amendment 2024-30 – Tourist Home Conversions at 9:02 a.m.

(2) Administration Summary

Administration provided a verbal briefing on the proposed bylaw.

(3) Public Submissions

In favour – none

Neutral or Unstated

Name	Verbal	Written
Auksi, Liz		X
Bast, Monica		X
Neumann, John	X	

Opposed – none

(4) Public Written Submissions

The recording secretary read into the record the names of those who provided written submissions. These submissions are recorded in the list of public submissions above and are published in the record of public submissions for this meeting.

All of the submissions have been recorded as “Neutral or Unstated” as they did not directly address the item and referenced matters irrelevant to the public hearing.

(5) Closing Comments from Administration - none

(6) Council Questions of Administration - none

(7) Adjournment of the Public Hearing

Mayor Krausert adjourned the public hearing at 9:14 a.m.

C. DELEGATIONS – none

D. APPROVAL OF MINUTES

1. Minutes of the October 22, 2024 Annual Organizational Meeting of Council

267-2024

Moved by Mayor Krausert that Council approve the minutes of the October 22, 2024 annual organizational meeting as presented.

CARRIED UNANIMOUSLY

Minutes approved by:

268-2024 **2. Minutes of the November 5, 2024 Regular Meeting of Council**
Moved by Mayor Krausert that Council approve the minutes of the November 5,
2024 regular meeting as presented.

CARRIED UNANIMOUSLY

E. BUSINESS ARISING FROM THE MINUTES – none

F. UNFINISHED BUSINESS – none

G. BYLAW APPROVAL

**1. Revised Land Use Bylaw Amendment 2024-30 – Tourist Home
Conversions**

269-2024 Moved by Mayor Krausert that Council give second reading to Revised Land Use
Bylaw Amendment 2024-30 – Tourist Home Conversions.

CARRIED UNANIMOUSLY

270-2024 Moved by Mayor Krausert that Council give third reading to Revised Land Use
Bylaw Amendment 2024-30 – Tourist Home Conversions.

CARRIED UNANIMOUSLY

2. Outdated Election Bylaw Repeals

271-2024 Moved by Mayor Krausert that Council give first reading to Election Bylaw
Repealing Bylaw 2024-32.

271A-2024 Moved by Councillor Graham that Council amend motion 271-2024 by adding
“amended by striking out Section 3 and by striking out “and Automated Voting
System” from the title.”

DEFEATED

In favour: Graham

Opposed: Foubert, Marra, Krausert, Mah, Hilstad, McCallum

271-2024 The vote followed on motion 271-2024, that Council give first reading to Election
Bylaw Repealing Bylaw 2024-32.

CARRIED UNANIMOUSLY

272-2024 Moved by Mayor Krausert that Council give second reading to Election Bylaw
Repealing Bylaw 2024-32.

CARRIED UNANIMOUSLY

273-2024 Moved by Mayor Krausert that Council give leave to go to third reading of Election
Bylaw Repealing Bylaw 2024-32.

CARRIED UNANIMOUSLY

274-2024 Moved by Mayor Krausert that Council give third reading to Election Bylaw
Repealing Bylaw 2024-32.

CARRIED UNANIMOUSLY

Minutes approved by:  

3. Road Closure Bylaw 2024-17 – Mountain Avenue

275-2024 Moved by Mayor Krausert that Council give second reading to Road Closure Bylaw 2024-17 – Mountain Avenue.

CARRIED UNANIMOUSLY

276-2024 Moved by Mayor Krausert that Council give third reading to Road Closure Bylaw 2024-17 – Mountain Avenue.

CARRIED UNANIMOUSLY

H. NEW BUSINESS

1. Land Transaction – Teepee Town Right of Way Pilot Project

277-2024 Moved by Mayor Krausert that Council approve the sale of a parcel of land created by Road Closure Bylaw 2024-17 to ReNu Construction Limited, 2361524 Alberta Limited, FGH Capital Investing Limited, Fianna Capital Management Group Limited, and One Four Five Investments Limited for the amount of \$480,000.

CARRIED UNANIMOUSLY

278-2024 Moved by Mayor Krausert that Council direct the proceeds of the sale of a parcel of land created by Road Closure Bylaw 2024-17 to Canmore Community Housing for the purpose of advancing their Palliser lands development portfolio.

CARRIED UNANIMOUSLY

2. 2025 Municipal Election Returning Officer Appointment

279-2024 Moved by Mayor Krausert that Council:

- appoint Cheryl Hyde, Manager, Municipal Clerk's Office, as the returning officer for the 2025 municipal election;
- appoint Ben Stiver, Municipal Clerk, as the substitute returning officer for the 2025 municipal election; and
- authorize the returning officer to:
 - provide for special ballots, for which application may be made in writing, by telephone, by fax, in person, by e-mail, and by secure website;
 - enter into an agreement with Canadian Rockies Regional Division 12 and Christ the Redeemer Catholic Schools to conduct their election for school board trustees, if required; and
 - designate the location of one or more institutional voting stations in addition to the required voting station.

CARRIED UNANIMOUSLY

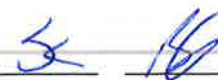
Meeting Break 10:00 a.m. – 10:15 a.m.

3. Request for Exemption to Collection of Levies and Fees Policy

280-2024 Moved by Mayor Krausert that Council grant an exemption from Collection of Levies and Fees Policy PD-001 for Canmore Community Housing Corporation to pay off-site levies, related to their Palliser development, on a phased basis, as set out in the administrative report.

CARRIED UNANIMOUSLY

Minutes approved by:



4. WWTP Odour Control Construction (CAP #7370) – Scope Change and Funding Increase

281-2024 Moved by Mayor Krausert that Council approve a scope change and a budget increase for WWTP - Odour Control – Construction (CAP #7370) from \$2,000,000 to \$2,600,000, with the \$600,000 increase funded from the Wastewater Utility Reserve.

CARRIED UNANIMOUSLY

5. Local Growth and Sustainability Grant

282-2024 Moved by Mayor Krausert that Council approve an application to the Local Growth and Sustainability Grant Program for 17th Street and Railway Avenue Transportation Improvements.

CARRIED UNANIMOUSLY

283-2024 Moved by Mayor Krausert that Council approve a new capital project for 17th Street and Railway Avenue Transportation Improvements - Design for \$200,000 to be funded from the Asset Replacement/Rehabilitation Reserve.

CARRIED UNANIMOUSLY

6. Rocky Mountain Heritage Foundation Co-ownership Agreement

284-2024 Moved by Mayor Krausert that Council approve the Rocky Mountain Heritage Foundation Co-ownership Agreement as presented.

CARRIED UNANIMOUSLY

7. 2024 Capital Budget Amendment – FireSmart Document Review

285-2024 Moved by Mayor Krausert that Council approve a new 2024 capital project for a FireSmart review of municipal documents funded in full by the Forest Resource Improvement Association of Alberta (FRIAA) grant in the amount of \$33,400.

CARRIED UNANIMOUSLY

Lunch Break 11:25 a.m. – 1:15 p.m.

I. REPORTS FROM ADMINISTRATION – none

J. NOTICES OF MOTION – none

K. CLOSED SESSION

1. Moustache Lands Update

286-2024 Moved by Mayor Krausert that Council close the meeting to the public at 1:20 p.m. to prevent disclosure of advice, proposals, recommendations, analyses, or policy options developed for the Town, in accordance with section 24(1)(a) of the *Freedom of Information and Protection of Privacy Act*.

CARRIED UNANIMOUSLY

Administration present at the closed session: Sally Caudill, Whitney Smithers, Scott McKay, Adam Robertson, and Ben Stiver.

Consultant present at the closed session: Lee Prevost, Ground Cubed Inc.

Minutes approved by:  

287-2024 Moved by Mayor Krausert that Council return to the public meeting at 1:54 p.m.
CARRIED UNANIMOUSLY

L. ADJOURNMENT

288-2024 Moved by Mayor Krausert that Council adjourn the December 3, 2024 regular
council meeting at 1:55 p.m.
CARRIED UNANIMOUSLY



Sean Krausert
Mayor



Ben Stiver
Municipal Clerk

