

## Improvement District No. 9 Council Minutes Regular Council Meeting, May 10th, 2018

The Municipal Council Meeting for Improvement District No. 9 (ID9) was held at the Banff Caribou Lodge on Thursday May 10<sup>th</sup>, 2018.

**In Attendance:** Chairman Dave Schebek, Councillors, Davina Bernard, Ghada Wirth and Alison Brewster

**Administration:** Chief Administrative Officer (CAO), Kurtis Pratt, Deputy CAO & Recreation Director, Danielle Morine

**Visiting Officials:** AEMA Staff Members Bob Ford and Rob Morton, Dr. Shona Imlah, Sergeant Gerald Walker (Lake Louise) & Staff Sergeant Mike Buxton-Carr (Banff).

### CALL TO ORDER

(1:00pm)

### APPROVAL OF AGENDA

01-10-05-2018

Chairman Schebek called the meeting to order at 1:00pm.

Chairman Schebek **MOVED** to approve and adopt the agenda with the addition of the following items:

- a) Add 6j. Recreation Scope Discussion
- b) Move In-Camera section to immediately following the Delegations

### MINUTES

02-10-05-2018

Councillor Wirth **MOVED** to accept the April 12th Council minutes as presented with the following adjustments:

- Councillor Brewster – page 4 separate AMPPE and ATIC.
- Councillor Wirth – page 4 Banff Library “potential” renovations.
- Councillor Bernard (add brackets to #7 stating that it must be included in gym if the budget doesn’t allow for stand-alone washrooms)

Carried.

Carried.

### FINANCIAL REPORT

03-10-05-2018

Council reviewed the 2018 February & March financial statements

Councillor Brewster **MOVED** to accept the 2018 February & March Financial Statements as presented.

Carried.

### DELEGATIONS

Alberta Emergency  
Management  
Association

Bob Ford & Rob Morton with Alberta Emergency Management Association (AEMA) presented council with an Emergency Management Presentation. The consensus is that the position that the ID has been placed in by Municipal Affairs (section 11, 11.1, 11.2 of the EMA) is unattainable due to restrictions also placed on the ID by Municipal Affairs. The recommendation by AEMA would be that Parks Canada become the local authority but that is unlikely to occur. AEMA is working to get a solution for this issue during this hazard season.

### RCMP

Sergeant Gerald Walker (Lake Louise) & Staff Sergeant Mike Buxton-Carr (Banff) presented council with the RCMP Survey Results & 2018 Goals. Staff Sergeant Buxton-Carr outlined the Banff Detachment goals, including implications surrounding the upcoming cannabis legislation, human resources and staff housing. Sergeant

Gerald Walker presented council with their Annual Performance Plan and their community feedback survey.

### Lake Louise Medical Clinic

Dr. Shona Imlah introduced herself to council. Elaine Desnoyers is the additional owner/doctor. Dr. Imlah and Dr. Desnoyers have been working to get a feel for the community. They are also focusing on having both doctors on during busy months to provide an increase in service. In addition, Dr. Imlah has joined the Fire Department and clarified her scope of work. When she is attending medical calls with the fire department she is covered under the Canadian Medical Protection Agency and is not bound by the LLFD restrictions. She is also working passionately to assist members of the LLFD in improving their medical skills.

### Parks Canada

Parks Canada was unable to attend the meeting and did not provide any information for update.

### CLOSED SESSION 04-10-05-2018 (1:43pm)

Chairman Schebek **MOVED** that due to sections 16 and 17 of the Freedom of Information & Personal Privacy Act that the meeting be taken **IN CAMERA** to discuss some confidential matters of Council business in a **Closed Session**.

- *Dr. Shona Imlah remained in the closed session and left at 2:05pm*
- *CAO Kurtis Pratt & Deputy CAO Danielle Morine remained in the Closed Session*

### 05-10-05-2018

Councillor Wirth **MOVED** to come **OUT** of IN CAMERA and end the Closed Session at 2:28pm.

Carried.

### 06-10-05-2018

Chairman Schebek **MOVED** that Administration hire an accountant to bring the LLFD books up-to-date for the past 7 years at an estimated cost of \$3,500.00 per year.

Carried.

### 07-10-05-2018

Councillor Wirth **MOVED** that Administration contact AHS to request an amendment to the occupancy in the 20D lease letter (which currently allows LLMC staff to access the unit) allowing LLMC doctors to reside there when the locum is not there.

Carried.

### BUSINESS & DISCUSSION ITEMS

#### **Code of Conduct Bylaw**

Council reviewed and discussed the amended Code of Conduct Bylaw.

### 08-10-05-2018

Councillor Brewster **MOVED** to pass the Code of Conduct Bylaw for third and final reading.

Carried.

#### **LLBMSS Application & Bylaw**

Council reviewed the documents presented that would allow the formation of the Lake Louise Banff Municipal Services Society. Council discussed who the 4 additional members of the society would be and requested the following amendments be made:

### 09-10-05-2018

Bylaw:

11.3a add “and” between board & shall  
Application  
2g. Change Banff to Banff National Park  
2h. end sentence after “as required”  
2q. remove comma after economic  
Add peace officers

**10-10-05-2018**

Councillor Wirth **MOVED** that the following people will be named members, along with ID9, of the LLBMSS assuming that they can also act as Directors once removed as members:

Danielle Morine  
Ghada Wirth  
Dave Schebek  
Davina Bernard

Carried.

**Traffic Bylaw**

Council reviewed and discussed the amended Traffic Bylaw.

***Councillor Wirth left the meeting at 2:52pm and returned at 2:56pm.***

**11-10-05-2018**

Councillor Bernard **MOVED** to pass the Traffic Bylaw for second reading with the following amendments:

2e. complete with Banff standards

Carried.

**Tax Rate Bylaw**

Council reviewed and discussed the presented budget and Tax Rate Bylaw.

***Councillor Brewster left the meeting at 3:02pm and returned at 3:03pm.***

**12-10-05-2018**

Councillor Bernard **MOVED** to pass the Tax Rate Bylaw for second reading with the following amendments:

a) adjust the non-residential mill rate to the 2017 rate.

Carried.

**13-10-05-2018**

Chairman Schebek **MOVED** to pass the Tax Rate Bylaw for third and final reading.

Carried.

**Bow Valley Regional  
Transit Services  
Commission**

Council reviewed and considered the request from BVRTSC and discussed their top priorities for transit within ID9.

**14-10-05-2018**

Councillor Wirth **MOVED** that Administration present the following to the BVRTSC the following top priorities for ID9 council:

1. See the fulfillment of the original BVRTSC mandate (trail heads and all entities in ID9). To support this mandate, the following is required (in priority order):
  - a. Busses
  - b. Infrastructure at all stops as needed
  - c. Storage facility/mechanical facility
  - d. IT Infrastructure
  - e. Accommodation

Carried.

**Review Board Bylaw**

Council reviewed and discussed the amended Review Board Bylaw.

- 15-10-05-2018** Councillor Bernard **MOVED** to pass the Review Board Bylaw for first reading. Carried.
- 16-10-05-2018** Councillor Wirth **MOVED** to pass the Review Board Bylaw for second reading. Carried.
- 17-10-05-2018** Councillor Brewster **MOVED** to enter to third reading. Carried.
- 18-10-05-2018** Councillor Brewster **MOVED** to pass the Review Board Bylaw for third and final reading. Carried.
- Councillor Bernard left the meeting at 3:29pm and returned at 3:31pm.**
- Council Functions** Council was presented with 2 community events taking place in June (Lake Louise Low Down – Information Fair and Canada Day). Carried.
- Chairman Schebek left the meeting at 3:32pm and returned at 3:34pm.**
- 19-10-05-2018** Councillor Bernard **MOVED** that council who are able, attend on official council business and that councilors who are planning on attending the Canada Day festival early on July 1<sup>st</sup>, book accommodation for the evening prior in Lake Louise. Carried.
- AHM & YWCA Space Sharing Agreement**  
**20-10-05-2018** Council reviewed and discussed the AHS & YMCA Space Sharing Agreement  
Councillor Wirth **MOVED** to approve the use of the AHS mental health room by the YWCA for outreach counselling as stipulated in the proposed space sharing agreement. Carried.
- Public Participation Policy** Council reviewed and discussed the Public Participation Policy. Council identified the following changes to be made:  
a) Change elected to appointed.  
b) Remove optional
- 21-10-05-2018** Councillor Wirth **MOVED** to approve the Public Participation Policy as amended. Carried.
- Recreation Centre GO-Forward Plans** Council reviewed and discussed the potential scope of the GO-Forward plan as presented by Alberta Infrastructure.
- 22-10-05-2018** Councillor Brewster **MOVED** that the Recreation Go-Forward plans be brought to the June council meeting for decision. Carried.
- CAO's REPORT** Council reviewed and discussed the CAO Report as previously distributed.  
**Councillor Brewster left the meeting at 4:23pm and returned at 4:25pm.**

**23-10-05-2018**

Councillor Wirth **MOVED** to accept the CAO report as presented.

Carried.

## **COUNCIL REPORTS**

### ***Banff Lake Louise Tourism***

**Councillor Wirth** provided an update on the meeting she attended with the BLLT LL Working Group. Ice Magic, Lake Louise sense of arrival and traffic were all discussed. The working group also requested ID9 information surrounding the existing funding commitment. Councillor Wirth stated the importance of working with Parks Canada now to get the needed support for the Holiday Lighting so the request is not denied.

### ***Banff Fire Smart Forum***

**Councillor Wirth** provided an update on the Fire Smart Forum she attended in Banff. The focus of this forum was on preparing individuals for a possible fire. They also discussed closures for businesses and the impact on the community. **Councillor Bernard** (who also attended the forum) informed council that Parks Canada has outlined plans for prescribed burns and that they will inform stakeholders of the 10 year plan this Fall. Councillor Bernard also requested a copy of the Banff Emergency Plan.

### ***AMPPE***

**Councillor Brewster** showed council the new logo and website which is now live. She also expressed the positive direction in which AMPPE is heading. Councillor Brewster also outlined the “Lets Talk Parks, Canada” report from minister McKenna (and the corresponding letter from AMPPE) detailing priorities balancing ecological integrity with economical, social and cultural benefits of tourism.

### ***Lake Louise Sport & Recreation Centre***

**Councillor Bernard** informed council that the Recreation Centre is running well as staff gear up for summer programs and events.

### ***Bow Valley Regional Transit Services Commission***

**Councillor Bernard** informed staff that the Banff/Canmore regional route continues to do very well and the Canmore local route is picking up pace. In addition, the Banff/Canmore regional route will be increasing bus frequency during high use times.

### ***Banff Lake Louise Hospitality Association***

**Councillor Bernard** informed council that the BLLHA has an upcoming Olympic presentation as well as the scheduled May 23rd Housekeeping Olympics. She mentioned that they have open positions within the association and reiterated the astounding work they have been doing on advocacy.

### ***Lake Louise Advisory board***

**Councillor Bernard** expressed concern that Parks Canada is attempting to remove the Lake Louise Advisory Board, reducing the ability to provide advice and guidance.

## **CORRESPONDENCE & REPORTS**

Council reviewed and discussed the correspondence and reports as included in the agenda.

**24-10-05-2018**

Councillor Bernard **MOVED** to accept the correspondence and reports as information.  
Carried.

## **UPCOMING MEETINGS**

Council reviewed the location for the upcoming council meetings.

- June 14th @ Fairmont Chateau Lake Louise
  - i. November 8<sup>th</sup> will take place at Banff Caribou due to Juniper being unavailable.

**ADJOURN**  
**25-10-05-2018**  
**(4:52pm)**

Councillor Bernard **MOVED** to **ADJOURN** AT 4:52pm.

Carried.

Minutes Approved on the \_\_\_\_ of \_\_\_\_\_, 2018

\_\_\_\_\_  
Chairman – Dave Schebek

\_\_\_\_\_  
Chief Administrative Officer – Kurtis Pratt