

## Improvement District No. 9 Council Minutes Regular Council Meeting, April 12th, 2018

The Municipal Council Meeting for Improvement District No. 9 (ID9) was held at the Fairmont Chateau Lake Louise on Thursday April 12<sup>th</sup>, 2018.

**In Attendance:** Chairman Dave Schebek (attending remotely), Councillors, Rick Werner, Davina Bernard, Ghada Wirth and Alison Brewster (attending remotely)

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

Acting Chair Werner called the meeting to order at 1:00pm.

### CALL TO ORDER (1:00pm)

### APPROVAL OF AGENDA

**01-12-04-2018**

**Councillor Wirth MOVED** to approve and adopt the agenda with the addition of the following items:

1. Remove 5B - Dean Cherkas – Stony Nakoda Presentation
2. Remove 6G - Emergency Management – CEMP DDEM
3. Add 6J - Recreation Centre Development
4. Add 6H – Banff Fire Smart Meeting

Carried.

### MINUTES

**02-12-04-2018**

Acting Chair Werner **MOVED** to accept the March 8th Council minutes as presented.

Carried.

### FINANCIAL REPORT

Lisa Rajewsky (Municipal Affairs) presented council with the 2017 Financial Statements.

**03-12-04-2018**

Acting Chair Werner **MOVED** to accept the 2017 Financial Statements as presented.

Carried.

### **2018 Budget & Tax Rate Bylaw**

CAO Pratt presented council with the 2018 Budget and the draft of the Tax Rate Bylaw.

**04-12-04-2018**

Councillor Brewster **MOVED** to approve the budget as presented.

Carried.

**05-12-04-2018**

Councillor Wirth **MOVED** to pass first reading of the 2018 Tax Rates Bylaw (No. 2018-01).

Carried.

### **ID9 Property Renovation – 20C Slate Road**

Council reviewed and discussed the quote provided for the Unit C Slate Road renovations and discussed the need for continuity and transparency in large scale projects.

**06-12-04-2018**

Councillor Wirth **MOVED** that Administration contact 2 additional companies to provide quotes for the Slate Road Unit C Renovation Project and to develop a more thorough RFP process to bring for council review.

Carried.

- Code Of Conduct Bylaw** Council reviewed the Code of Conduct Reading with the changes as requested. Council discussed further changes that needed to be implemented.
- 07-12-04-2018** Councillor Bernard **MOVED** to pass the Bylaw for second reading with the following changes:
- Banff should be replaced with Banff National Park
  - Chairperson & Deputy Chairperson should be changed to Chair & Vice Chair
- Approved.
- Fire Hall Consultation** Acting Chief Bambullis presented council with a proposal to hire a consultant to ensure the department is running effectively and efficiently as call volumes and the dynamics of calls have changed drastically with little change in the operational structure of the department.
- 08-12-04-2018** Councillor Wirth **MOVED** that once the new fire chief is hired, a consultant is hired to evaluate service levels within the fire department.
- Carried.
- Lake Louise Banff Municipal Services Society** Council reviewed and discussed the application and bylaw drafted by BrownLee LLP. For the formation of the Lake Louise Banff Municipal Services Society. Council requested that some edits be made and that the name be changed from “Banff Lake Louise Municipal Services Society” to “Lake Louise Banff Municipal Services Society”. The following changes were requested:
- Change items 9.2 and 5.3 to represent the same length of time
  - Change items 9.3 and 5.6 to represent the same quorum requirements
  - Remove 9.11b
  - On item 10.01a clarify that it is the first meeting of October.
  - Remove unnecessary “or” from 2.1jii
  - Change “Banff” to read “Banff National Park”
- Councillor Wirth stepped out of the meeting at 1:55pm.**
- Lake Louise Sport & Recreation Centre Frozen Water Line** Council reviewed and discussed the outline of the issues surrounding the water lines running to the Olympia Room.
- Councillor Wirth returned to the meeting at 2:00pm.**
- 09-12-04-2018** Councillor Bernard **MOVED** Administration develop an RFP and scope of work which will solve the described issues to come back to council at the next meeting.
- Carried.
- ID9 Traffic Bylaw** Council reviewed and discussed the draft traffic bylaw as presented.
- 10-12-04-2018** Councillor Bernard **MOVED** to pass the bylaw for first reading with the following changes:
- Include “Sheriff” and Parks Canada officers within the “Peace Officer” definition.
  - Remove all sections that are the responsibility of Parks Canada.
- Carried.
- 11-12-04-2018** Councillor Bernard **MOVED** that Administration share the updated draft Traffic Bylaw

with Parks Canada.

Carried.

**Canadian Rockies Public Schools**

Council reviewed and discussed the request from CRPS to express support of the Outdoor Learning Centre.

**12-12-04-2018**

Councillor Wirth **MOVED** that Chairman Schebek send a letter to the Ministry of Education in support of CRPS.

Carried.

**Recreation Centre Go-Forward Plan**

Council reviewed and discussed the process to proceed with the expansion of the Recreation Centre. The following was established as a list of priorities to build attached to the existing facility:

1. Addition of a 2500 square foot fitness gym with a minimum of a 10' ceiling
  - o Add contained washrooms in gym if budget doesn't allow for stand-alone washrooms
2. Modify existing building interior and exterior to match
3. Addition of a 1500 square foot multi purpose room
4. Reduce the size of the proposed change rooms/washrooms
5. To ensure high-level design schemes are within budget
6. Ensure the building is accessible

**13-12-04-2018**

Councillor Bernard **MOVED** to approve the priority list in priority sequence, including only items that can remain within the dedicated budget.

Carried.

**Banff Fire Smart Forum**

Councillor Wirth reported that on April 23<sup>rd</sup> (at the Banff Centre) from 6-9pm the Town of Banff would be hosting a Fire Smart Forum to help prepare residents in the event of a wildfire.

**14-12-04-2018**

Councillor Bernard **MOVED** that any Councillor or member of Administration who is able to attend do so on official council business.

Carried.

**CAO's REPORT**

Council reviewed and discussed the CAO Report as previously distributed and provided feedback to Administration on how to improve on the document.

**15-12-04-2018**

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

Carried.

**COUNCIL REPORTS**

**Lake Louise Sport & Recreation Society**

**Councillor Bernard** provided an update on the smooth progress of Rec programming including the upcoming start of Slo-Pitch and Summer Camp as well as the closure of the ice rink.

**Bow Valley Regional Transit Services Commission**

**Councillor Bernard** provided an update on the fact that the BVRTSC continues to operate smoothly and is gearing up for very busy summer. PTIF funding has been announced and Bow Valley is getting approximately \$6.8m in the next 10 years for capital investments. BVRTSC has requested that council provide them with an update on their strategic objectives for transit.

### **Emergency Management**

**Councillor Bernard** updated council on her attendance at the Parks Canada Emergency Tabletop Exercise on Friday April 6<sup>th</sup>. She reported great participation and attendance from many groups including AEMA, Parks Canada, Canada Public Safety, Banff Fire, Canmore Fire, Lake Louise Fire and ID9. Parks Canada demonstrated their proficiency in dealing with natural disasters and identified large gaps in managing the citizen/visitor aspect of the emergency. AEMA also expressed some concerns specific to ID9 based on learnings from the fire in ID4. To follow up, Parks Canada reported at the Lake Louise Advisory Board meeting that the Exercise was great and that the draft Emergency Management Plan will now sit untouched until Fall when the original author comes back to finish the document. Finally AEMA is hosting the following training in Canmore:

May 16<sup>th</sup> BEM

May 16<sup>th</sup> & 17<sup>th</sup> 100 Level

There is also a 3 hour Elected Official course and AEMA could potentially give an abbreviated session.

**16-12-04-2018**

Councillor Bernard **MOVED** that she is able to attend BEM and 100 level training and that any other councillors who are able do so on official council business.

Carried.

### **Banff Library Board**

**Councillor Wirth** provided an update on the financial status of the library and the potential renovations.

### **Banff Lake Louise Tourism – Lake Louise Working Group**

**Councillor Wirth** provided an update on the recent BLLT LL working group and discussed the decorations for sense of arrival. A Parks Canada representative stated that Parks was not against this project as long as the timing worked and it was focused on the already lit areas of Lake Louise. Councillor Wirth also touched on discussions regarding transportation, Ice Magic and traffic.

### **The Association for Mountain Parks Protection & Enjoyment**

**Councillor Brewster** updated council on the recent AMPPE meeting in Jasper. BLLT partnerships as well as license of occupation and business license concerns were discussed.

### **Alberta Tourism Industry Collective**

**Councillor Brewster** updated council on the Open House which was attended by MLA's and local industry professionals. Council discussed potential cuts in the provincial travel budget, the upcoming vote on the Olympic Bid,

### **RMA**

Chairman Schebek updated council on the RMA conference, specifically the MGA updates. Chairman Schebek expressed his gratitude that Administration was ahead of many of these updates and represented ID9 very well.

Correspondence and reports.

### **CORRESPONDENCE & REPORTS**

Council reviewed and discussed the correspondence and reports as included in the agenda. Deputy Chief Bambullis updated council on the delays in ambulance response times.

**17-12-04-2018**

Councillor Bernard **MOVED** that the fire department track when ambulance dispatch locations are outside of the bow valley and any delays/lack of ambulance services.

Carried.

**18-12-04-2018**

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

Council reviewed the location for the upcoming council meetings.

- May 10<sup>th</sup> @ Banff Caribou Lodge

*Councillor Werner may attend remotely.*

**CLOSED SESSION**

**19-12-04-2018  
(3:32pm)**

Councillor Wirth **MOVED** that due to sections 16, 17 and 21 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**.

- *CAO Kurtis Pratt & Deputy CAO Danielle Morine remained in the Closed Session*

**20-12-04-2018  
(4:21pm)**

Councillor Wirth **MOVED** to come **OUT** of IN CAMERA and end the Closed Session at 4:21pm.

Carried.

**21-12-04-2018**

Councillor Wirth **MOVED** that Administration consult legal opinion on an employee matter including an investigation into related documents.

Carried.

**22-12-04-2018**

Councillor Wirth **MOVED** that Administration request the assistance of Banff Chief Adamo in the hiring process for the new chief.

Carried.

**ADJOURN**

**23-12-04-2018  
(4:26pm)**

Chairman Schebek **MOVED** to **ADJOURN** AT 4:26pm.

Carried.

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

\_\_\_\_\_  
Chairman – Dave Schebek

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