

**MINUTES OF THE ORGANIZATIONAL MEETING**  
of the Improvement District No. 9 (BANFF) Council in the Province of Alberta  
October 8, 2024 at 10:00am  
Lake Louise Sport & Recreation Centre & Zoom

**COUNCIL MEMBERS PRESENT**

Dave Schebek	Chair
Jean-Marc Stelter	Vice-Chair (Remote)
Don Beaulieu	Councillor
Alexandra Parkinson	Councillor

**COUNCIL MEMBERS ABSENT**

Julie Canning	Councillor
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**ADMINISTRATION PRESENT**

Danielle Duffy	Chief Administrative Officer
Kassidy Stevens	Legislative Assistant (Remote)

**ADMINISTRATION ABSENT**

Kurtis Pratt	Deputy Chief Administrative Officer
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**1. CALL TO ORDER**

Chief Administrative Officer Danielle Duffy called the October 8, 2024 Organizational Meeting to order at 10:29am.

**2. ADOPTION OF AGENDA/CALL FOR ADDITIONS**

**01-08-10-2024** Councillor Schebek **MOVED** to approve the agenda as presented.

**MOTION CARRIED UNANIMOUSLY**

**3. CHAIR & VICE CHAIR APPOINTMENTS**

CAO Duffy opened the nomination process for Chair.  
Council discussed the role and responsibilities.  
Councillor Parkinson nominated Councillor Schebek as Chair.  
CAO Duffy closed the nomination process for Chair.

**02-08-10-2024** Councillor Stelter **MOVED** to nominate Dave Schebek as Chair until the next organizational meeting.

**MOTION CARRIED UNANIMOUSLY**

Chair Schebek opened the nomination process for Vice Chair.  
Council discussed the role and responsibilities.  
Chair Schebek nominated Councillor Stelter as Vice Chair.  
Chair Schebek closed the nomination process for Vice Chair.

**03-08-10-2024** Chair Schebek **MOVED** to nominate Jean-Marc Stelter as Vice Chair until the next organizational meeting.

**MOTION CARRIED UNANIMOUSLY**

**4. 2024/2025 COUNCIL MEETING DETAILS**

**04-08-10-2024** Councillor Parkinson **MOVED** to eliminate the Council Meeting scheduled for July 8, 2025, with administration still providing Council with an information package for July, and to accept the Council meeting schedule as amended.

**MOTION CARRIED UNANIMOUSLY**

**05-08-10-2024** Councillor Parkinson **MOVED** that the November 12, 2024 and March 11, 2025 Council Meetings be moved to the LLSRC and for administration to look into alternative locations for the January 14, 2025, May 13, 2025, and September 9, 2025 Council Meetings.

*Councillor Beaulieu left the meeting from 10:33am-10:35am.*

Council discussed their attendance at conferences and conventions for 2025. Administration was instructed to book accommodations for Council to attend each conference ahead of time, and to cancel the reservations should they not be able to attend.

## 5. BYLAW & POLICY REVIEW

**06-08-10-2024** Councillor Parkinson **MOVED** to accept the Purchasing Policy as amended.

**MOTION CARRIED UNANIMOUSLY**

## 6. ASSIGNMENTS

**07-08-10-2024** Councillor Parkinson **MOVED** to appoint Councillor Beaulieu as the Chair of the Truth and Reconciliation Committee.

**MOTION CARRIED UNANIMOUSLY**

**08-08-10-2024** Chair Schebek **MOVED** to accept the Council assignments as amended, removing Councillor Stelter from the Sustainability & Food Security Representatives.

**MOTION CARRIED UNANIMOUSLY**

*Councillor Stelter left the meeting at 11:04am.*

## 7. ADJOURNMENT

**09-08-10-2024** Chair Schebek **MOVED** to adjourn the Organizational Meeting at 11:16am.

**MOTION CARRIED UNANIMOUSLY**

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Chair – Dave Schebek

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Chief Administrative Officer – Danielle Duffy