

**MINUTES OF THE REGULAR MEETING OF COUNCIL**  
**of the Improvement District No. 9 (BANFF) in the Province of Alberta**  
**August 12, 2025 at 1:30pm**  
*Lake Louise Sport and Recreation Centre & Zoom*

**COUNCIL MEMBERS PRESENT**

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

**COUNCIL MEMBERS ABSENT**

|               |            |
|---------------|------------|
| Julie Canning | Councillor |
|---------------|------------|

**ADMINISTRATION PRESENT**

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

**ADMINISTRATION ABSENT**

|              |                                     |
|--------------|-------------------------------------|
| Kurtis Pratt | Deputy Chief Administrative Officer |
|--------------|-------------------------------------|

**VISITING OFFICIALS**

|                     |  |                             |
|---------------------|--|-----------------------------|
| Michael Buxton-Carr | Detachment Commander                     | Banff RCMP                  |
| Susan Richter       | Detachment Sergeant                      | Lake Louise RCMP            |
| Jessica Kapoor      | Municipal Advisor, Improvement Districts | Alberta Municipal Affairs   |
| Martin Bambullis    | Fire Chief                               | Lake Louise Fire Department |
| Amanda Davies       | Fire Chief                               | Lake Louise Fire Department |

**1. CALL TO ORDER**

Chair Schebek called the August 12, 2025 Regular Council Meeting to order at 1:31pm.

Councillor Beaulieu began the meeting with a land acknowledgement.

**2. APPROVAL OF AGENDA**

**01-12-08-2025** Chair Schebek **MOVED** to accept the August 12, 2025 Council Meeting agenda as presented.

**MOTION CARRIED UNANIMOUSLY**

**3. APPROVAL OF MINUTES**

**02-12-08-2025** Chair Schebek **MOVED** to accept the June 10, 2025 Council Meeting Minutes as presented.

**MOTION CARRIED UNANIMOUSLY**

**4. FINANCIAL REPORTS**

**03-12-08-2025** Chair Schebek **MOVED** to accept the April and May financial reports as information.

**MOTION CARRIED UNANIMOUSLY**

**5. DELEGATIONS**

a. Alberta Municipal Affairs Standing Update

No updates were provided.

b. RCMP Standing Update

Commander Buxton-Carr of the Banff RCMP informed Council that crime statistics have been low this summer, which could be attributed to the amount of rain the region has seen. There have also been significantly fewer mental health calls that have come in recently. On the Human Resources side, the detachment has regained a staff member who had been working on the G7 summit and hopes to be at a full complement soon. He informed Council that the G7 Summit ended up

being a complete non-event for the area and attributed it to the planning and cooperation of all of the involved parties. Lastly, he updated Council that the body-worn camera initiative has been going well since it's implementation.

Sergeant Richter of the Lake Louise RCMP discussed how their detachment has also implemented the body-worn camera initiative, which has been going well. She informed Council that statistics right now are at approximately the same rates as last year with nothing out of the ordinary to report. Sergeant Richter also highlighted the proactive work that they have done, including issuing of traffic warnings and a joint effort boat check with Parks Canada.

c. **Parks Canada Standing Update**

There was no Parks Canada representation at the meeting.

d. **Lake Louise Fire Department**

Martin Bamullis, Fire Chief of the Lake Louise Fire Department, updated Council on call volumes and statistics, and highlighted the work that the department did at the Bow Glacier Rockslide including some suggestions for improvement. He updated Council on the human resources of the department, which currently has some members on vacation. Lastly, he introduced Council to the new Fire Chief, Amanda Davies, and explained some of the early work she has already accomplished.

## 6. BUSINESS AND DISCUSSION ITEMS

a. **RARB Complaint Hearing October 9<sup>th</sup>**

CAO Duffy informed Council of the upcoming RARB Complaint Hearing that will be happening in October, which she and Assessor Frank Watson will attend. Once the Review Board completes their hearing, Council will be informed of the outcome.

b. **Request for Refund of Assessment Appeal Fee**

Council reviewed the Altus Group's assessment appeal fee request as information and decided that no refund would be granted.

c. **2025-2029 ID9 Council Applications**

Council was informed that the application period for the 2025 Council Appointment has ended and that the Candidates have been posted online. Municipal Affairs will review the applicants and hopes to have the appointments selected by October 20, 2025.

## 7. CAO & COMMITTEE REPORTS/COUNCIL ROUNDTABLE

a. **CAO Report**

CAO Duffy discussed the Bow Glacier Falls incident and the ID's role in the response. From an Incident Command perspective, she felt that it was incredibly coordinated, but also recognised that some improvements could be made from learnings recorded during the after-action review.

b. **Council Roundtable**

Chair Schebek provided a verbal report to Council on his attendance at ROAM Transit meetings and follow-up personnel meetings, as well as his correspondence with the Government of Alberta regarding the police advisory board and the application process.

Vice Chair Stelter had nothing to report.

Councillor Beaulieu provided a verbal report to Council on his attendance at Bow Valley Regional Housing and LLBMSS meetings.

Councillor Parkinson provided a verbal report to Council on her attendance at a ROAM Transit meeting in July and her upcoming attendance at a regional Marigold meeting in the coming weeks. She also informed Council that she will be away for the September meetings and will be unable to attend.

## 8. CORRESPONDENCE & REPORTS

**04-12-08-2025** Chair Schebek **MOVED** accept the correspondence and reports as information.

**MOTION CARRIED UNANIMOUSLY**

## 9. UPCOMING MEETINGS

- a. Tuesday September 16th, 2025 | 9:30am Strategy Review Session | Juniper Hotel AND Virtual
- b. Tuesday September 16th, 2025 | 1:30pm Regular Council Meeting | Juniper Hotel AND Virtual

## 10. CLOSED SESSION

**05-12-08-2025** Chair Schebek **MOVED** that due to Sections 21 of the Freedom of Information & Protection of Privacy Act that the meeting be taken into Closed Session to discuss some confidential matters of Council business at 1:54pm.

**MOTION CARRIED UNANIMOUSLY**

The following people remained in the closed session:

- Danielle Duffy, Chief Administrative Officer
- Cassidy Stevens, Legislative Assistant

**06-12-08-2025** Chair Schebek **MOVED** to end the Closed Session at 1:57pm.

**MOTION CARRIED UNANIMOUSLY**

## 11. ADJOURNMENT

**07-12-08-2025** Chair Schebek **MOVED** to adjourn the August 12, 2025 Regular Council Meeting at 1:58pm.

**MOTION CARRIED UNANIMOUSLY**

Minutes Approved on the 16<sup>th</sup> of September 2025.

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Chair – Dave Schebek

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Chief Administrative Officer – Danielle Duffy