

MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Improvement District No. 9 (BANFF) in the Province of Alberta
April 21, 2026 at 1:30pm
Lake Louise Sport & Recreation Centre & Zoom

COUNCIL MEMBERS PRESENT

Jean-Marc Stelter Chair
 Dave Schebek Vice Chair
 Don Beaulieu Councillor
 Julie Canning Councillor
 Alexandra Parkinson Councillor

COUNCIL MEMBERS ABSENT**ADMINISTRATION PRESENT**

Danielle Duffy Chief Administrative Officer
 Cassidy Stevens Legislative Assistant
 Kurtis Pratt Deputy Chief Administrative Officer (Remote)
 Clark Holt Finance Manager (Remote)

ADMINISTRATION ABSENT**VISITING OFFICIALS**

Susan Richter	Detachment Sergeant	Lake Louise RCMP
Michael Buxton-Carr	Detachment Sergeant	Banff RCMP
Amanda Davies	Fire Chief	Lake Louise Fire Department
Christine Porter	Manager, Financial Reporting & Systems	Alberta Municipal Affairs
Kirsten Challborn	Senior Financial Accountant	Alberta Municipal Affairs
Angie Dusseault	Senior Financial Accountant	Alberta Municipal Affairs
Tracey LeBlanc	LLYK Field Unit	Parks Canada

1. CALL TO ORDER

Chair Stelter called the April 21, 2026 Regular Council Meeting to order at 1:31pm.

Councillor Beaulieu began the meeting with a land acknowledgement.

2. APPROVAL OF AGENDA

01-21-04-2026 Chair Stelter **MOVED** to accept the April 21, 2026 Council Meeting agenda as presented.

MOTION CARRIED UNANIMOUSLY

3. APPROVAL OF MINUTES

02-21-04-2026 Chair Stelter **MOVED** to accept the March 10, 2026 Council Meeting Minutes as presented.

MOTION CARRIED UNANIMOUSLY

4. FINANCIAL REPORTS**a. January and February 2026**

03-21-04-2026 Chair Stelter **MOVED** to accept the January and February 2026 Financial Reports as presented.

MOTION CARRIED UNANIMOUSLY

5. DELEGATIONS**a. Parks Canada Standing Update**

Tracey LeBlanc of the Parks Canada LLYK Field Unit informed Council that Parks Canada is working on an RFP for an EV charging site project, and that the last day for Moraine Lake operator applications is April 30th. She also thanked the ID for their involvement in feedback regarding the community plan, and answered any questions that Council had.

04-21-04-2026 Councillor Canning **MOVED** to instruct administration to reach out to the Parks Canada Banff field unit to invite them to an upcoming Council Meeting to discuss their recent work on the two fire breaks.

MOTION CARRIED UNANIMOUSLY

05-21-04-2026 Councillor Beaulieu **MOVED** to instruct administration to reach out to the Parks Canada visitor services team to invite them to an upcoming Council Meeting to discuss the difference in rates for Moraine Lake commercial operators between 2024 and 2026.

MOTION CARRIED UNANIMOUSLY

b. Alberta Municipal Affairs

i. 2025 Presentation of Consolidated Financial Statements

Kirsten Challborn, Christine Porter, and Angie Dusseault presented Council with the audited financial statements for 2025. They reviewed the ID9 Parent Statements as well as the Consolidated Financial Statements.

06-21-04-2026 Chair Stelter **MOVED** to accept the 2025 Consolidated Financial Statements as presented.

MOTION CARRIED UNANIMOUSLY

c. RCMP

Sergeant Susan Richter of the Lake Louise RCMP Detachment informed Council that March saw 120 calls for service with approximately 80% being traffic related. She informed them on two recent incidents of credit card fraud involving local hotels, as well as inquired if Council had any particular locations that they would like to see a commercial vehicle inspection occur at this coming summer.

Sergeant Michael Buxton-Carr of the Banff RCMP discussed human resource numbers, staff training exercises, the impacts of recent snow events, as well as the recent meetings that the RCMP have been involved in regarding the upcoming FIFA World Cup and the use of RCMP resources that will be necessary during the games.

d. Lake Louise Fire Department

Chief Amanda Davies updated Council on March call numbers, the recent promotion of Dillon St. Louis for the role of Deputy Chief, the open position they are currently hiring for, and the training levels of the current recruit class.

6. BUSINESS AND DISCUSSION ITEMS

a. **2026 Budget Presentation**

07-21-04-2026 Chair Stelter **MOVED** to approve the 2026 Operating & Capital Budget with the 5 year plan as presented.

MOTION CARRIED UNANIMOUSLY

08-21-04-2026 Councillor Beaulieu **MOVED** to give first reading to Bylaw No. 2026-01: 2026 Tax Rate Bylaw.

MOTION CARRIED UNANIMOUSLY

09-21-04-2026 Councillor Parkinson **MOVED** to give second reading to Bylaw No. 2026-01: 2026 Tax Rate Bylaw.

MOTION CARRIED UNANIMOUSLY

10-21-04-2026 Councillor Schebek **MOVED** to proceed to third reading of Bylaw No. 2026-01: 2026 Tax Rate Bylaw.

MOTION CARRIED UNANIMOUSLY

11-21-04-2026 Councillor Canning **MOVED** to give third reading to Bylaw No. 2026-01: 2026 Tax Rate Bylaw.

MOTION CARRIED UNANIMOUSLY

12-21-04-2026 Councillor Schebek **MOVED** to apply \$340,000 from the ID9 BVRTSC Reserves to their 2026 requisition.

MOTION CARRIED UNANIMOUSLY

b. **Stakeholder Committee Terms of Reference**

13-21-04-2026 Councillor Canning **MOVED** to create a Stakeholder Advisory Committee composed of three members of Council, six voting members from the community at large, and three non-voting members representing the Banff Fire Department, Banff RCMP detachment, and the Parks Canada Banff field unit.

MOTION CARRIED UNANIMOUSLY

14-21-04-2026 Councillor Canning **MOVED** to create a working group consisting of Councillors Canning, Schebek, and Parkinson, as well as administration to create a candidate selection criterion, the first meeting agenda, advertising plans, and finalize the terms of reference for the committee to be approved by Council at the May meeting.

MOTION CARRIED UNANIMOUSLY

c. 2026 Property Assessments

Council reviewed the information on the 2026 Property Assessments as information.

7. CAO & COMMITTEE REPORTS/COUNCIL ROUNDTABLE

a. CAO Report

Council reviewed the CAO Report as information.

Council recessed the meeting from 4:27pm-4:31pm.

b. Council Roundtable

Chair Stelter provided a verbal report to Council on his attendance at the LLBMSS monthly meeting, a meeting with Parks Canada regarding the Hwy 93 Closure, and attended community plan meeting on March 10th.

Vice Chair Schebek informed Council that he will be attending an upcoming meeting for the Bow Valley Regional Transit Services Commission.

Councillor Beaulieu discussed with Council the upcoming provincial decision on changing to a permanent daylight savings time and the potential implications it could have on ID9 Stakeholders.

Councillor Canning discussed with Council the process of adding items to the agenda, a conversation she recently had with a governance expert regarding the treatment of various committees, AMMPE's recent hiring of a new Executive Director, and the upcoming Banff Police Advisory meeting.

15-21-04-2026 Councillor Canning **MOVED** that administration create a report on the current ways that various committees and boards are interacted with by the ID for Council review during the May Regular Council Meeting.

MOTION CARRIED UNANIMOUSLY

Councillor Parkinson provided a verbal report to Council on her planned attendance at a non-Council related Emergency Social Services training, her participation in the upcoming table-top exercise with Parks Canada, as well as her past attendance at a Marigold meeting where they discussed Bill 28.

8. CORRESPONDENCE & REPORTS

16-21-04-2026 Chair Stelter **MOVED** accept the correspondence and reports as information.

MOTION CARRIED UNANIMOUSLY

9. UPCOMING MEETINGS

a. ID9 Regular Council Meeting 1:30pm, Tuesday April 23, 2026 | Lake Louise Sport & Recreation Centre

10. CLOSED SESSION

17-21-04-2026 Chair Stelter **MOVED** that due to Section 26 of the *Access to Information Act* that the meeting be taken into Closed Session to discuss some confidential matters of Council business at 4:58pm.

MOTION CARRIED UNANIMOUSLY

The following people remained in the closed session:

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

18-21-04-2026 Councillor Parkinson **MOVED** to end the Closed Session at 5:01pm.

MOTION CARRIED UNANIMOUSLY

11. ADJOURNMENT

19-21-04-2026 Councillor Schebek **MOVED** to adjourn the April 21, 2026 Regular Council Meeting at 5:22pm.

MOTION CARRIED UNANIMOUSLY

Minutes Approved on the 19th of May 2026.



Chair – Jean-Marc Stelter



Chief Administrative Officer – Danielle Duffy