

MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Improvement District No. 9 (BANFF) in the Province of Alberta
March 10, 2026 at 1:30pm
Banff Rocky Mountain Resort & Zoom

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT**ADMINISTRATION PRESENT**

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

ADMINISTRATION ABSENT**VISITING OFFICIALS**

Nathan Pitcher	Detachment Sergeant	Lake Louise RCMP (Remote)
Reyno La Cock	Detachment Constable	Banff RCMP
Amanda Davies	Fire Chief	Lake Louise Fire Department (Remote)
Christine Porter	Manager, Financial Reporting & Systems	Alberta Municipal Affairs (Remote)
Kirsten Challborn	Senior Financial Accountant	Alberta Municipal Affairs (Remote)
Angie Dusseault	Senior Financial Accountant	Alberta Municipal Affairs (Remote)
Kimberly Kobasiuk	Municipal Advisor, Improvement Districts	Alberta Municipal Affairs (Remote)
Irfan Ansari	Municipal Advisor, Improvement Districts	Alberta Municipal Affairs (Remote)
Frank Watson	Property Assessor	Bow Valley Property Valuers (Remote)

1. CALL TO ORDER

Chair Stelter called the March 10, 2026 Regular Council Meeting to order at 1:30pm.

Councillor Beaulieu began the meeting with a land acknowledgement.

2. APPROVAL OF AGENDA

01-10-03-2026 Chair Stelter **MOVED** to accept the March 10, 2026 Council Meeting agenda as presented.

MOTION CARRIED UNANIMOUSLY

3. APPROVAL OF MINUTES

02-10-03-2026 Chair Stelter **MOVED** to accept the February 10, 2026 Special Council Meeting Minutes as presented.

MOTION CARRIED UNANIMOUSLY

03-10-03-2026 Chair Stelter **MOVED** to accept the February 17, 2026 Regular Council Meeting minutes as presented.

MOTION CARRIED UNANIMOUSLY

4. FINANCIAL REPORTS

- a. None available.

5. DELEGATIONS

- a. Parks Canada Standing Update

No one in attendance.

- b. Alberta Municipal Affairs

- i. Staffing Update and Introduction

Irfan Ansari introduced Kimberly Kobasiuk to Council as the new Municipal Advisor for the ID, and they both answered any questions that Council had.

- ii. Assessment Contract Update

Council was informed that Municipal Affairs has awarded a contract for assessment services to ID9 to Municipal Assessment Services Group following the procurement process for this contract.

- iii. 2023 and 2024 Presentation of Audited Financial

Kirsten Challborn, Christine Porter, and Angie Dusseault presented Council with the audited financial statements for 2023 and 2024. They reviewed the ID9 Parent Statements as well as the Consolidated Financial Statements.

04-10-03-2026 Councillor Parkinson **MOVED** to accept the 2023 and 2024 Consolidated Financial Statements as presented.

MOTION CARRIED UNANIMOUSLY

- c. Bow Valley Property Valuers

Frank Watson of Bow Valley Property Valuers presented Council with a breakdown of the assessed values of properties in ID9, as well as year-over-year changes to note and answered any questions that Council had. Chair Stelter and the rest of Council thanked him for his years of work that he has done for the ID.

Councillor Canning joined the meeting at 2:19pm.

- d. RCMP

Constable Rayno La Cock of the Banff RCMP Detachment informed Council on traffic statistics and tickets from the past month, the current human resources of the detachment and recent staffing changes, and their new hire of a member who specialises in scanning for non-alcohol related impaired driving. He answered any questions that Council had for him.

Sergeant Nathan Pitcher of the Lake Louise RCMP discussed the past months traffic violations, patrolling of public intoxication at sports events in Lake Louise, and the recent small spike in minor thefts around the community. He discussed the importance of being diligent in fraud prevention and the recent efforts to put together a presentation for local businesses in the community regarding

how to detect fraud. He asked Council if he wanted to change the community priorities from last year, which included police-community relations, traffic safety, and mental health. Council was in favour of keeping them the same for 2026.

e. Lake Louise Fire Department

Chief Amanda Davies updated Council on total calls for 2026 so far, the recent training of new recruits, and the enthusiasm that the Department had for the open house in Lake Louise regarding the new fire hall. Council thanked Chief Davies and the rest of the attendees from the department for their involvement in the session.

f. CRPS International Student Program Presentation

Chris MacPhee, Annette Young, and Laura Moon of Canadian Rockies Public Schools came to Council to discuss the International Student Program offered by the division. They discussed the benefits to offering the program for the youth in the community, similar programs offered across the country, which countries the students are coming from, and the logistics of hosting these international students. There is an interest in having host families in Lake Louise and Council was asked if they could share the existence of the program to the community and advocate for host families to get involved.

Council recessed the meeting from 2:56pm until 3:03pm.

6. BUSINESS AND DISCUSSION ITEMS

a. 2026 Budget Presentation

Finance Manager Clark Holt presented Council with a draft budget and discussed considerations for its finalization. Administration was instructed to keep the residential mill rate set at 1, and to increase the reserve for 2026 from \$500,000 to \$700,000. The budget will be presented to Council for approval during the April Regular Council Meeting.

7. CAO & COMMITTEE REPORTS/COUNCIL ROUNDTABLE

a. CAO Report

i. Monthly Report

CAO Duffy presented Council with her monthly report and answered any questions that they had.

ii. Resolution Tracking Report

Administration was instructed to include action item tracking to this report.

iii. Audit Report Summary of Findings

This report was tabled for discussion at the April Regular Council Meeting.

iv. Virtual Recording Request

CAO Duffy informed Council that there have been a number of recent requests for Council meetings to be recorded for the public to be able to watch. Administration was instructed to keep track of the number of requests coming in and to keep Council informed of the number at their upcoming Council meetings.

v. Immigration Referendum & Workforce Stability – Message to our Workforce (BLLHA)

Council reviewed this letter and discussed their role in what type of advocacy they are allowed to participate in as a Council.

b. Council Roundtable

Chair Stelter provided a verbal report to Council on his attendance at the LLBMSS Truck Purchasing Committee meeting where they were able to move forward with a purchase. He also attended the Bow Valley Municipal Leaders Caucus which was a great networking opportunity for the local leaders. Attended the LLBMSS regular March meeting.

Vice Chair Schebek provided a verbal report to Council on his attendance at recent ROAM Transit and LLBMSS meetings. He will also be attending the RMA Spring Conference in the upcoming week.

Councillor Beaulieu provided a verbal report to Council on his attendance at the Bow Valley Regional Housing meeting where they discussed staffing levels, and ROAM Transit where they discussed visitation numbers and the increase in ridership.

Councillor Canning discussed LLBMSS's new truck purchase oversight committee and AMPPE's executive director hiring process.

Councillor Parkinson provided a verbal report to Council on her attendance at the Banff Library Board meeting where they expressed their gratitude for their grant-in-aid they received. She also attended a Sports and Recreation Society meeting where they also thanked Council for their grant. Finally, she attended the Lake Louise Fire Hall and Residential open house and was pleased with the turnout and community feedback.

Councillor Canning left the meeting 5:20pm.

8. CORRESPONDENCE & REPORTS

05-10-03-2026 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

06-10-03-2026 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 5:22pm.

MOTION CARRIED UNANIMOUSLY

The following people remained in the closed session:

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

07-10-03-2026 Chair Stelter **MOVED** to end the Closed Session at 5:22pm.

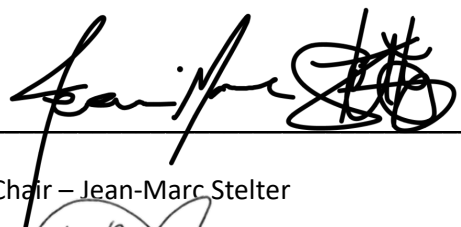
MOTION CARRIED UNANAMOUSLY

11. ADJOURNMENT

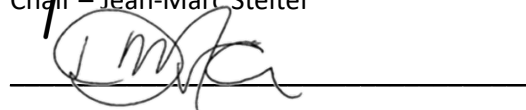
08-10-03-2026 Councillor Parkinson **MOVED** to adjourn the March 10, 2026 Regular Council Meeting at 5:22pm.

MOTION CARRIED UNANAMOUSLY

Minutes Approved on the 21st of April 2026.



Chair – Jean-Marc Stelter



Chief Administrative Officer – Danielle Duffy