

**TOWN OF CANMORE
MINUTES**

Regular Council Meeting
Council Chamber at the Civic Centre, 902 – 7 Avenue
Tuesday, July 8, 2025 at 9:00 a.m.

COUNCIL MEMBERS PRESENT

Sean Krausert	Mayor
Jeff Hilstad	Deputy Mayor
Tanya Foubert	Councillor
Wade Graham	Councillor
Jeff Mah	Councillor (via Zoom)
Karen Marra	Councillor
Joanna McCallum	Councillor

COUNCIL MEMBERS ABSENT

None

ADMINISTRATION PRESENT

Sally Caudill	Chief Administrative Officer
Whitney Smithers	General Manager of Municipal Infrastructure
Scott McKay	General Manager of Municipal Services
Dustin Schinbein	General Manager of Corporate Services
Cheryl Hyde	Manager of the Municipal Clerk's Office
Ben Stiver	Municipal Clerk (recorder)
Jennica Collette	Development Planner
Caitlin Miller	Manager of Protective Services
Joshua Cairns	Senior Policy Planner
Adam Driedzic	Town Solicitor
Eleanor Miclette	Manager of Economic Development
Riley Welden	Parks Planner
Caitlin van Gaal	Environment and Sustainability Supervisor
Nathan Grivell	Senior Planner
Chelsey Gibbons	Manager of Finance

Mayor Krausert called the July 8, 2025 regular meeting to order at 9:00 a.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

1. Land Acknowledgement


2. Agenda for the July 8, 2025 Regular Council Meeting

177-2025

Moved by Mayor Krausert that Council approve the agenda for the July 8, 2025 meeting as amended, by postponing item H2 Letter of Intent for Conservation Easement (800-3rd Avenue) to the August 19, 2025 regular council meeting.

CARRIED UNANIMOUSLY

Minutes approved by



B. PUBLIC HEARINGS

1. Revised Land Use Bylaw Amendment 2025-22 – Vital Homes

(1) Call to order

Mayor Krausert called the public hearing to order for Revised Land Use Bylaw Amendment 2025-22 – Vital Homes at 9:03 a.m.

(2) Administration Summary

Administration provided a verbal briefing on the proposed Revised Land Use Bylaw Amendment 2025-22 – Vital Homes.

(3) Public Submissions – none

(4) Public Written Submissions – none

(5) Closing Comments from Administration – none

(6) Council Questions of Administration – none

(7) Adjournment of the Public Hearing

Mayor Krausert adjourned the public hearing at 9:06 a.m.

2. Revised Land Use Bylaw Amendment 2025-21 – Tourist Home Enforcement

(1) Call to order

Mayor Krausert called the public hearing to order for Revised Land Use Bylaw Amendment 2025-21 at 9:07 a.m.

(2) Administration Summary

Administration provided a verbal briefing on the proposed Revised Land Use Bylaw Amendment 2025-21.

Public Hearing Break 9:12 a.m. – 9:43 a.m.

C. DELEGATIONS – none

D. APPROVAL OF MINUTES

1. Minutes of the May 6, 2025 Regular Meeting of Council

178-2025 Moved by Mayor Krausert that Council approve the minutes of the May 6, 2025 regular meeting amended as presented.

CARRIED UNANIMOUSLY

2. Minutes of the May 27, 2025 Special Meeting of Council

179-2025 Moved by Mayor Krausert that Council approve the minutes of the May 27, 2025 special meeting as presented.

CARRIED UNANIMOUSLY

3. Minutes of the June 3, 2025 Regular Meeting of Council

180-2025 Moved by Mayor Krausert that Council approve the minutes of the June 3, 2025 regular meeting as presented.

CARRIED UNANIMOUSLY

Minutes approved by:



E. BUSINESS ARISING FROM THE MINUTES – none

F. UNFINISHED BUSINESS

1. Silvertip Block 9 Residential Development

181-2025 Moved by Mayor Krausert that Council give second reading to Revised Land Use Bylaw Amendment 2024-20 – Silvertip Block 9 Residential Development.

CARRIED

In favour: Krausert, McCallum, Hilstad, Foubert

Opposed: Graham, Marra, Mah

182-2025 Moved by Mayor Krausert that Council give third reading to Revised Land Use Bylaw Amendment 2024-20 – Silvertip Block 9 Residential Development.

CARRIED

In favour: Krausert, McCallum, Hilstad, Foubert

Opposed: Graham, Marra, Mah

G. BYLAW APPROVAL

1. Vital Homes Amendments – Revised Land Use Bylaw and Council Policy

183-2025 Moved by Mayor Krausert that Council give second reading to Revised Land Use Bylaw Amendment 2025-22 – Vital Homes.

CARRIED UNANIMOUSLY

184-2025 Moved by Mayor Krausert that Council give third reading to Revised Land Use Bylaw Amendment 2025-22 – Vital Homes

CARRIED UNANIMOUSLY

185-2025 Moved by Mayor Krausert that Council approve Vital Homes Policy PD-008 as presented.

CARRIED UNANIMOUSLY

Meeting Break 9:30 a.m. – 9:43 a.m.

B. PUBLIC HEARINGS – continued

2. Revised Land Use Bylaw Amendment 2025-21 – Tourist Home Enforcement – continued

(3) Public Verbal Submissions

In favour – none

Neutral or Unstated – none

Opposed

Name	Verbal	Written
Sean Tomlinson	X	
Charla Sharp	X	

(4) Public Written Submissions – none

(5) Closing Comments from Administration

Administration provided final closing comments based on the verbal and written submissions.

Minutes approved by:



(6) Council Questions of Administration

Administration addressed questions of clarification from Council.

(7) Adjournment of the Public Hearing

Mayor Krausert adjourned the public hearing at 10:11 a.m.

Meeting Break 10:11 a.m. – 10:19 a.m.

G. BYLAW APPROVAL – continued

2. Revised Land Use Bylaw Amendment 2025-21 – Tourist Home Enforcement

186-2025

Moved by Councillor McCallum to postpone second and third reading of the Revised Land Use Bylaw Amendment 2025-21 – Tourist Home Enforcement to the August 19, 2025 regular meeting to provide opportunity for Council and administration to digest the complete recommendations provided through the public hearing, as well as the judge's decision on Town of Canmore vs. Tomlinson.

CARRIED UNANIMOUSLY

Meeting Break 10:50 a.m. – 11:01 a.m.

3. Town Centre ARP Bylaw 2025-05 and Revised LUB Amendment 2025-13 – Changes to Variance Powers

187-2025

Moved by Mayor Krausert that Council give second reading to Town Centre Area Redevelopment Plan Bylaw 2025-05.

187A-2025

Moved by Mayor Krausert that Council amend Schedule A – Connect Downtown Area Redevelopment Plan as follows:

- section 1. Administration (Interpretation) by adding “and, as required, obtaining Council approval.” After “resolve the conflict by amending the appropriate document(s)”;
- section 3. Vision (Key Highlights item 8) by adding “parking, parking structures,” in between “Use of Town land for,” and “affordable housing and community-oriented uses.”;
- section 4. Land Use and Urban Design
 - (Land Use s.4.1.1.5) by adding “where additional height would help preserve or enhance a historic resource” in between “where specified otherwise within this plan” and “where the height limits of this plan would unreasonably impact a particular development...”;
 - (Commercial Core s.7) by striking out “shall not exceed 11.0 metre building heights and should reduce massing of the third storey through setbacks or other design measures:” and substituting:
 - “shall not exceed a maximum building height of 11.0 metres;
 - should generally not exceed 2.5 storeys on the Main and 10 Street frontages; and,”;
 - (Residential) by adding “4.1 Despite the above, properties subject to a restrictive covenant registered by way of caveat #141KG (Figure 4.10) may retain their existing R1 zoning and be subject to the regulations of that district.” And “Figure 4.10 – Restrictive

Minutes approved by:



Covenant Area – Map highlighting the properties that may be subject to the restrictive covenant (for information purposes only);

- section 7. Parks, Open Spaces, and Recreation (Riverside Park s.3) by striking out: “space for small scale commercial uses or structures (e.g., cafes, food trucks) to animate the space and provide opportunity for local business; small ice skating area with skating trails, fire pits, and crokicurl sheets in the winter; seasonal facilities, such as skate or sports equipment rentals;”;
- section 8. Transportation and Mobility
 - by adding “redesigned, and potentially” in between “It envisions a” and “pedestrianized, Main Street that can accommodate more people and support...”;
 - (Figure 8.4) by adding “POTENTIAL” in between “PROPOSED EXTENT OF” and “PEDESTRIAN AREA”;
 - (Main Street s.7)
 - by striking out “shall” and substituting “may”,
 - by striking out “The design should:” and substituting “that:”, and
 - by adding “s” to the words: provide, incorporate, prioritize, maintain, allocate, and support;
 - (Main Street s.8) by adding “indefinitely or” in between “The seasonal pedestrianization of Main Street should continue” and “until the redesign is completed.”
 - (Parking s.8.2.1.1) by striking out “(e.g., 700-800 Railway Ave.);
 - (Parking s.8.2.1.2)
 - striking out “should” and substituting “shall”, and
 - by adding “Any reduction in off-street public parking facilities that may result from redevelopment of the surface parking lot(s) on Town land in the Commercial Core and Civic Corridor should be offset by the provision of other public parking facilities to maintain access to the central downtown area by all modes.” After “be considered by the Town at the time of development.”.

187A1-2025

Moved by Councillor Foubert that Council amend section 8. Transportation and Mobility by striking out “, and potentially,” and substituting “and seasonally”.

DEFEATED

In favour: Foubert, Marra, Krausert

Opposed: McCallum, Mah, Graham, Hilstad

187A2-2025

Moved by Councillor McCallum that Council amend subsection 4.1 by striking out “Despite the above” and substituting “In addition to the above in 4.0”.

CARRIED

In favour: McCallum, Graham, Mah, Hilstad

Opposed: Krausert, Foubert, Marra

Minutes approved by:

187A3-2025

Moved by Councillor McCallum that Council amend subsection 8.2.1 (2) by adding "The timing and delivery of public parking facilities will be sequenced subject to planning and budgeting considerations." after "by the provision of other public parking facilities to maintain access to the central downtown area by all modes."

CARRIED UNANIMOUSLY

187A4-2025

Moved by Mayor Krausert to amend Commercial Core Building Design section 7 by striking out amendment:

- (Commercial Core s.7) by striking out "shall not exceed 11.0 metre building heights and should reduce massing of the third storey through stepbacks or other design measures;" and substituting:
 - "shall not exceed a maximum building height of 11.0 metres;
 - should generally not exceed 2.5 storeys on the Main and 10 Street frontages; and,";

CARRIED UNANIMOUSLY

187A-2025

The vote followed on motion 187A-2025 that Council amend Schedule A – Connect Downtown Area Redevelopment Plan amended as follows:

- section 1. Administration (Interpretation) by adding "and, as required, obtaining Council approval." after "resolve the conflict by amending the appropriate document(s)";
- section 3. Vision (Key Highlights item 8) by adding "parking, parking structures," in between "Use of Town land for," and "affordable housing and community-oriented uses.";
- section 4. Land Use and Urban Design
 - (Land Use s.4.1.1.5) by adding "where additional height would help preserve or enhance a historic resource" in between "where specified otherwise within this plan" and "where the height limits of this plan would unreasonably impact a particular development...";
 - (Residential) by adding "4.1 In addition to the above in 4.0, properties subject to a restrictive covenant registered by way of caveat #141KG (Figure 4.10) may retain their existing R1 zoning and be subject to the regulations of that district." And "Figure 4.10 – Restrictive Covenant Area – Map highlighting the properties that may be subject to the restrictive covenant (for information purposes only)";
- section 7. Parks, Open Spaces, and Recreation (Riverside Park s.3) by striking out: "space for small scale commercial uses or structures (e.g., cafes, food trucks) to animate the space and provide opportunity for local business; small ice skating area with skating trails, fire pits, and crokicurl sheets in the winter; seasonal facilities, such as skate or sports equipment rentals;";
- section 8. Transportation and Mobility
 - by adding "redesigned, and potentially" in between "It envisions a" and "pedestrianized, Main Street that can accommodate more people and support...";

Minutes approved by:

- (Figure 8.4) by adding “POTENTIAL” in between “PROPOSED EXTENT OF” and “PEDESTRIAN AREA”;
- (Main Street s.7)
 - by striking out “shall” and substituting “may”,
 - by striking out “The design should.” and substituting “that.”, and
 - by adding “s” to the words: provide, incorporate, prioritize, maintain, allocate, and support;
- (Main Street s.8) by adding “indefinitely or” in between “The seasonal pedestrianization of Main Street should continue” and “until the redesign is completed.”
- (Parking s.8.2.1.1) by striking out “(e.g., 700-800 Railway Ave.);
- (Parking s.8.2.1.2)
 - striking out “should” and substituting “shall”, and
 - by adding “Any reduction in off-street public parking facilities that may result from redevelopment of the surface parking lot(s) on Town land in the Commercial Core and Civic Corridor should be offset by the provision of other public parking facilities to maintain access to the central downtown area by all modes.” after “be considered by the Town at the time of development.”.
 - by adding “The timing and delivery of public parking facilities will be sequenced subject to planning and budgeting considerations.” after “by the provision of other public parking facilities to maintain access to the central downtown area by all modes.” after “by the provision of other public parking facilities to maintain access to the central downtown area by all modes.”

CARRIED UNANIMOUSLY

187B-2025 Moved by Mayor Krausert that Council amend Bylaw 2025-05 by amending Schedule A - Connect Downtown Area Redevelopment Plan by adding the following section after section 7 of Land Use and Urban Design - Commercial Core and renumbering subsequent sections accordingly "8. Development(s) occurring under the Canmore Hotel Direct Control District (2015-15) shall be governed by the height regulations established in the applicable Direct Control District, which may exceed the height limits identified in this plan.

CARRIED UNANIMOUSLY

187C-2025 Moved by Councillor Foubert that Council amend section 4. Land Use and Urban Design as follows:

- (Civic Corridor s.2) by adding “convention centre” in between “event space,” and “or recreation facility.”

CARRIED

In favour: Krausert, Hilstad, Marra, Mah, Foubert

Opposed: McCallum, Graham

187-2025 The vote followed on motion 187-2025 that Council give second reading to Town Centre Area Redevelopment Plan Bylaw 2025-05, as amended.

CARRIED UNANIMOUSLY

Minutes approved by:  

- 188-2025 Moved by Mayor Krausert that Council give third reading to Town Centre Area Redevelopment Plan Bylaw 2025-05.

CARRIED UNANIMOUSLY

- 189-2025 Moved by Mayor Krausert that Council give second reading to Revised Land Use Bylaw Amendment 2025-13 – Changes to Variance Powers.

CARRIED UNANIMOUSLY

- 190-2025 Moved by Mayor Krausert that Council give third reading to Revised Land Use Bylaw Amendment 2025-13 – Changes to Variance Powers.

CARRIED UNANIMOUSLY

Meeting Break 12:41 p.m. – 1:45 p.m.

4. Business Registry Bylaw Amendment 2025-24 – Visitor Accommodation

- 191-2025 Moved by Mayor Krausert that Council give first reading to Business Registry Bylaw Amendment 2025-24 – Visitor Accommodation.

CARRIED UNANIMOUSLY

- 192-2025 Moved by Mayor Krausert that Council schedule a public hearing for Business Registry Bylaw Amendment 2025-24 – Visitor Accommodation on September 2, 2025.

CARRIED UNANIMOUSLY

H. NEW BUSINESS

1. Moustache Lands Development – Next Steps

- 193-2025 Moved by Mayor Krausert that Council approve the YWCA Banff as the housing developer and operator responsible for the fundraising, design and construction of the Moustache Lands Affordable Housing project.

CARRIED UNANIMOUSLY

- 194-2025 Moved by Mayor Krausert that Council direct administration to draft a 99-year land agreement with the YWCA for the Moustache Lands Site 7, and that administration return to Council with the agreement for approval. The terms of the agreement will include eligibility criteria and prioritization of affordable housing units related to income and/or asset limits, age, and a connection to Canmore through employment and/or residency.

CARRIED UNANIMOUSLY

- 195-2025 Moved by Mayor Krausert that Council direct administration to work with the YWCA to report back to Council by no later than the end of 2025 on the conditions of the land agreement and project status.

CARRIED UNANIMOUSLY

Meeting Break 2:22 p.m. – 2:32 p.m.

Minutes approved by:

3. 2025 Community Fireguard Capital Projects: Canmore Nordic Centre East and West Phase 2 - Construction

- 196-2025 Moved by Mayor Krausert that Council approve a new 2025 Capital Project for the Canmore Nordic Centre East Phase 2 Fireguard Construction Project, funded by the Forest Resource Improvement Association of Alberta grant in the amount of \$992,000. Plus, Timber revenue of \$82,100 for a total capital budget of \$1,074,100.
CARRIED UNANIMOUSLY

- 197-2025 Moved by Mayor Krausert that Council approve a new 2025 Capital Project for the Canmore Nordic Centre West Phase 2 Fireguard Construction Project, funded by the Forest Resource Improvement Association of Alberta grant in the amount of \$882,620.
CARRIED UNANIMOUSLY

4. Capital Budget Amendment – Additional Debris Disposal Funding (CAP 7386)

- 198-2025 Moved by Mayor Krausert that Council approve a budget increase to Capital Project CAP 7386 for additional debris disposal funding, fully funded by the Forest Resource Improvement Association of Alberta, in the amount of \$527,549. Plus, additional timber revenue of \$173,542, for a total increase of \$701,091.
CARRIED UNANIMOUSLY

5. Cougar Creek Lot Disposition

- 199-2025 Moved by Mayor Krausert that Council direct administration to proceed with the sale of 474 and 478 Grotto Road in accordance with Land Transaction Policy EX-007.
CARRIED UNANIMOUSLY
- 200-2025 Moved by Mayor Krausert that Council direct the proceeds from the sale of the lots to the General Capital Reserve.
CARRIED UNANIMOUSLY

6. 2025 Engineering Design and Construction Guidelines – Revised Landscape Design Guidelines and Specifications

- 201-2025 Moved by Mayor Krausert that Council approve the proposed 2025 Engineering Design and Construction Guidelines revisions as presented.
CARRIED UNANIMOUSLY

Meeting Break 3:15 p.m. – 3:20 p.m.

7. Third-Party Grant for Wildfire Risk Reduction

- 202-2025 Moved by Mayor Krausert that Council approve a new 2025 Capital Project for the development and delivery of a Community Wildfire Risk Reduction Roof Replacement Incentive program, funded in full by a third-party grant for \$100,000.
CARRIED UNANIMOUSLY

Minutes approved by:

- 203-2025 Moved by Mayor Krausert that Council approve a revised budget for Utility Facility FireSmart CAP 7452, from \$200,000 funded from the Water Utility Reserve and \$250,000 funded from the Wastewater Utility Reserve to \$150,000 funded from the Water Utility Reserve, \$200,000 funded from the Wastewater Utility Reserve, and \$100,000 funded from a third-party grant.

CARRIED UNANIMOUSLY

8. Community Event and Film Policy AE-003

- 204-2025 Moved by Mayor Krausert that Council approve the Community Event and Film Policy AE-003 as presented.

CARRIED UNANIMOUSLY

Meeting Break 4:10 p.m. – 4:14 p.m.

9. Environmental Impact Statement (EIS) Policy PD-003 Amendment

- 205-2025 Moved by Mayor Krausert that Council approve Environmental Impact Statement (EIS) Policy PD-003 amended as presented.

- 205A-2025 Moved by Mayor Krausert that Council amend the Environmental Impact Statement (EIS) Policy PD-003 by striking out Section 10.c.

CARRIED

**In favour: Krausert, Hilstad, Marra, Foubert
Opposed: Graham, McCallum, Mah**

- 205-2025 The vote followed on motion 205-2025 that Council approve Environmental Impact Statement (EIS) Policy as amended by striking out Section 10.c.

CARRIED UNANIMOUSLY

10. Purchasing Policy FIN-006 Amendment

- 206-2025 Moved by Mayor Krausert that Council approve Purchasing Policy FIN-006 amended as presented.

CARRIED UNANIMOUSLY

11. Debt Management Policy FIN-003 Amendment

- 207-2025 Moved by Mayor Krausert that Council approve Debt Management Policy FIN-003 amended as presented.

CARRIED UNANIMOUSLY

12. Tangible Capital Assets Policy FIN-008 Amendment

- 208-2025 Moved by Mayor Krausert that Council approve Tangible Capital Asset Policy FIN-008 amended as presented.

CARRIED UNANIMOUSLY

I. REPORTS FROM ADMINISTRATION – none

J. NOTICES OF MOTION – none

K. CLOSED SESSION – none

Minutes approved by:

L. ADJOURNMENT

209-2025

Moved by Mayor Krausert that Council adjourn the July 8, 2025 regular meeting at 4:29 p.m.

CARRIED UNANIMOUSLY



Sean Krausert
Mayor



Ben Stiver
Municipal Clerk

Minutes approved by:



