

TOWN OF CANMORE
MINUTES

Regular Meeting of Council
 Council Chamber at the Civic Centre, 902 – 7 Avenue
Tuesday, August 19, 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
Karen Marra	Councillor
Joanna McCallum	Councillor (Virtual)

COUNCIL MEMBERS ABSENT

None

ADMINISTRATION PRESENT

Sally Caudill	Chief Administrative Officer
Stephen Hanus	Acting General Manager of Municipal Infrastructure / Manager of Facilities
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)
Briar Jones	Deputy Municipal Clerk
Greg Burt	Municipal Enforcement Supervisor
Jennica Collette	Development Planner
Harry Shnider	Manager of Planning and Development
Caitlin Van Gaal	Environment and Sustainability Supervisor
Amy Fournier	Energy and Climate Action Coordinator
Ian Sinclair	Municipal Energy Coordinator
Adam Driedzic	Town Solicitor

Mayor Krausert called the August 19, 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 August 19, 2025 Regular Meeting of Council

210-2025 Moved by Mayor Krausert that Council approve the agenda for August 19, 2025
 regular meeting, amended by adding item H3 Wastewater Treatment Plant Odour.

CARRIED UNANIMOUSLY

B. PUBLIC HEARINGS – none

Minutes approved by:  

C. DELEGATIONS – none

D. APPROVAL OF MINUTES

1. Minutes of the July 8, 2025 Regular Meeting of Council

211-2025 Moved by Mayor Krausert that Council approve the minutes of the July 8, 2025 regular meeting as presented.

CARRIED UNANIMOUSLY

E. BUSINESS ARISING FROM THE MINUTES – none

F. UNFINISHED BUSINESS

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

212-2025 Moved by Mayor Krausert that Council give second reading to Revised Land Use Bylaw Amendment 2025-21 – Tourist Home Enforcement.

CARRIED UNANIMOUSLY

213-2025 Moved by Mayor Krausert that Council give third reading to Revised Land Use Bylaw Amendment 2025-21 – Tourist Home Enforcement.

CARRIED UNANIMOUSLY

G. BYLAW APPROVAL

1. Enforcement Appeal Review Committee Bylaw Amendment 2025-25 - Omnibus

214-2025 Moved by Mayor Krausert that Council give first reading to Enforcement Appeal Review Committee Bylaw Amendment 2025-25 – Omnibus.

CARRIED UNANIMOUSLY

215-2025 Moved by Mayor Krausert that Council give second reading to Enforcement Appeal Review Committee Bylaw Amendment 2025-25 – Omnibus.

CARRIED UNANIMOUSLY

216-2025 Moved by Mayor Krausert that Council give leave to go to third reading of Enforcement Appeal Review Committee Bylaw Amendment 2025-25 – Omnibus.

CARRIED UNANIMOUSLY

217-2025 Moved by Mayor Krausert that Council give third reading to Enforcement Appeal Review Committee Bylaw Amendment 2025-25 – Omnibus.

CARRIED UNANIMOUSLY

2. Community Standards Bylaw Amendment 2025-26 – General Holidays

218-2025 Moved by Mayor Krausert that Council give first reading to Community Standards Bylaw Amendment 2025-26 – General Holidays.

CARRIED UNANIMOUSLY

219-2025 Moved by Mayor Krausert that Council give second reading to Community Standards Bylaw Amendment 2025-26 – General Holidays.

CARRIED UNANIMOUSLY

Minutes approved by:

 

220-2025 Moved by Mayor Krausert that Council give leave to go to third reading of Community Standards Bylaw Amendment 2025-26 – General Holidays.
CARRIED UNANIMOUSLY

221-2025 Moved by Mayor Krausert that Council give third reading to Community Standards Bylaw Amendment 2025-26 – General Holidays.
CARRIED UNANIMOUSLY

3. Revised Land Use Bylaw Amendment 2025-27 – Three Sisters Gateway District Additional Uses

222-2025 Moved by Mayor Krausert that Council give first reading to Revised Land Use Bylaw Amendment 2025-27 – Three Sisters Gateway District Additional Uses.
CARRIED UNANIMOUSLY

223-2025 Moved by Mayor Krausert that Council schedule a public hearing for Revised Land Use Bylaw Amendment 2025-27 – Three Sisters Gateway District Additional Uses on September 16, 2025.
CARRIED UNANIMOUSLY

Meeting Break 9:53 a.m – 10:05 a.m.

H. NEW BUSINESS

1. Property Tax Taskforce Terms of Reference

224-2025 Moved by Mayor Krausert that Council approve the Property Tax Taskforce Terms of Reference as presented.

224A-2025 Moved by Mayor Krausert to direct administration to strike out “General Manager of Municipal Infrastructure” and substitute “Manager of Finance” from the Structure section 2 of the Property Tax Taskforce Terms of Reference.
CARRIED UNANIMOUSLY

224B-2025 Moved by Councillor Graham that Council direct administration to add “and review alternatives” between “approach” and “for” in Objective 5 of the Property Tax Taskforce Terms of Reference.
CARRIED UNANIMOUSLY

224-2025 The vote followed on motion 224-2025 that Council approve the Property Tax Taskforce Terms of Reference amended as follows:

- By striking out “General Manager of Municipal Infrastructure” and substituting “Manager of Finance” from the Structure 2 of the Property Tax Taskforce Terms of Reference.
- By adding “and review alternatives” between “approach” and “for” in Objective 5 of the Property Tax Taskforce Terms of Reference.

CARRIED UNANIMOUSLY

225-2025 Moved by Mayor Krausert that Council direct administration to advertise for the recruitment of public members to be appointed to the Property Tax Taskforce at the October 30, 2025 Annual Organizational Meeting of Council.
CARRIED UNANIMOUSLY

Minutes approved by:

 

- 226-2025 **2. Letter of Intent for Conservation Easement (800-3rd Avenue)**
Moved by Mayor Krausert that Council direct administration to remove item H2 Letter of Intent for Conservation Easement (800-3rd Avenue) from the agenda as the item has been resolved and no longer requires Council direction.

CARRIED UNANIMOUSLY

- 227-2025 **3. Wastewater Treatment Plant Odour**
Moved by Mayor Krausert that Council direct administration to prepare a capital project for Phase 3 Odour Upgrade at the Wastewater Treatment Plan for the 2026 budget amendment process and work with EPCOR to bring a report to the September 2025 Committee of the Whole outlining what has been done to date to address odour and an explanation of why odour issues persist.

CARRIED UNANIMOUSLY

Meeting Break 11:06 a.m. – 11:15 a.m.

I. REPORTS FROM ADMINISTRATION

1. 2024 Climate Emergency Action Plan Annual Status Update

Written report, received as information.

Meeting Break 11:55 p.m. – 1:00 p.m.

2. Offsite Levy Bylaw Appeal Decision

Written report, received as information.

- 228-2025 Moved by Mayor Krausert that Council close the meeting to the public at 1:19 p.m. to prevent the disclosure of information that is subject to any type of legal privilege, including solicitor-client privilege or parliamentary privilege in accordance with section 32(1)(a) of the *Access to Information Act*.

CARRIED UNANIMOUSLY

Administration present at the closed session: Sally Caudill, Stephen Hanus, Scott McKay, Dustin Schinbein, Adam Robertson, Briar Jones, and Ben Stiver.

- 229-2025 Moved by Mayor Krausert that Council return to the public meeting at 2:09 p.m.

CARRIED UNANIMOUSLY

J. NOTICES OF MOTION – none

K. CLOSED SESSION

1. Offsite Levy Bylaw Appeal Decision

Addressed during item I2.

Minutes approved by: 5 15

L. ADJOURNMENT

230-2025

Moved by Mayor Krausert that Council adjourn the August 19, 2025 regular meeting at 2:10 p.m.

CARRIED UNANIMOUSLY

A blue ink signature of Sean Krausert, consisting of a stylized 'S' followed by a long horizontal stroke.

Sean Krausert
Mayor

A black ink signature of Ben Stiver, featuring a series of sharp, overlapping strokes.

Ben Stiver
Municipal Clerk

Minutes approved by:

Two blue ink signatures, one of which appears to be the same as Sean Krausert's, followed by a second signature.