

**TOWN OF CANMORE
MINUTES**

Special Meeting of Council
Council Chamber at the Civic Centre, 902 – 7 Avenue
Tuesday, September 16, 2025 at 1:00 p.m.

COUNCIL MEMBERS PRESENT

Sean Krausert	Mayor
Joanna McCallum	Deputy Mayor
Tanya Foubert	Councillor
Jeff Hilstad	Councillor
Jeff Mah	Councillor
Karen Marra	Councillor
Wade Graham	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
Ben Stiver	Municipal Clerk (recorder)
Jennica Collette	Development Planner
Caitlin Miller	Manager of Protective Services / Director of Emergency Management
Andreas Comeau	Manager of Public Works

Mayor Krausert called the September 16, 2025 special meeting to order at 1:00 p.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

1. Land Acknowledgement

2. Agenda for the September 16, 2025 Special Meeting of Council

244-2025

Moved by Mayor Krausert that Council approve the agenda for September 16, 2025 special meeting, amended by adding an applicant summary to the Revised Land Use Bylaw Amendment 2025-27 – Three Sisters Gateway District Additional Uses public hearing proceedings.

CARRIED UNANIMOUSLY

Minutes approved by:

 

B. PUBLIC HEARINGS

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

(1) Call to order

Mayor Krausert called the public hearing to order for Revised Land Use Bylaw Amendment 2025-27 – Three Sisters Gateway District Additional Uses at 1:04 p.m.

(2) Administration Summary

Administration provided a verbal briefing on the proposed Revised Land Use Bylaw Amendment 2025-27 – Three Sisters Gateway District Additional Uses.

(3) Applicant Summary

Jessica Karpas, on behalf of Three Sisters Mountain Village Properties Limited, provided a verbal briefing on the proposed Revised Land Use Bylaw Amendment 2025-27 – Three Sisters Gateway District Additional Uses.

(4) Public Verbal Submissions – none

(5) Public Written Submissions – none

(6) Council Questions of the Applicant

The applicant addressed a question of clarification from Council.

(7) Closing Comments from Administration – none

(8) Council Questions of Administration – none

(9) Adjournment of the Public Hearing

Mayor Krausert adjourned the public hearing at 1:13 p.m.

C. DELEGATIONS – none

D. APPROVAL OF MINUTES

1. Minutes of the August 19, 2025 Regular Meeting of Council

245-2025

Moved by Mayor Krausert that Council approve the minutes of the August 19, 2025 regular meeting as presented.

CARRIED UNANIMOUSLY

E. BUSINESS ARISING FROM THE MINUTES – none

F. UNFINISHED BUSINESS – none

G. BYLAW APPROVAL

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

246-2025

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

CARRIED UNANIMOUSLY

Minutes approved by:  

- 247-2025 Moved by Mayor Krausert that Council give third reading to Revised Land Use Bylaw Amendment 2025-27 – Three Sisters Gateway District Additional Uses.
CARRIED UNANIMOUSLY

H. NEW BUSINESS

- 248-2025 **1. FRIAA Grant Application – FireSmart Projects**
Moved by Mayor Krausert that Council approve the submission of an Expression of Interest for the 2025 Forest Resource Improvement Association of Alberta grant for a Vegetation Management/Fuel Modification project.
CARRIED UNANIMOUSLY
- 249-2025 Moved by Mayor Krausert that Council approve the submission in response to the FireSmart Request for Proposal for the 2025 Forest Resource Improvement Association of Alberta grant for an interagency wildfire exercise.
CARRIED UNANIMOUSLY
- 250-2025 Moved by Mayor Krausert that Council approve the submission in response to the FireSmart Request for Proposal for the 2025 Forest Resource Improvement Association of Alberta grant for a Wildfire Mitigation Strategy update.
CARRIED UNANIMOUSLY
- 251-2025 Moved by Mayor Krausert that Council approve the submission in response to the FireSmart Request for Proposal for the 2025 Forest Resource Improvement Association of Alberta grant for a 2026 Community FireSmart Events program.
CARRIED UNANIMOUSLY
- 252-2025 **2. 2025 Capital Project – CAP 7461 Regional FireSmart Coordinator**
Moved by Mayor Krausert that Council approve a new 2025 capital project for the Regional FireSmart Coordinator funded by the Forest Resource Improvement Association of Alberta in the amount of \$200,000
CARRIED UNANIMOUSLY

Meeting Break 1:31 p.m. – 1:40 p.m.

I. REPORTS FROM ADMINISTRATION

- 1. Wastewater Treatment Plant Odour Control Phase 3**
Administration, alongside Bradley Young from CIMA+, provided an update on odour control measures implemented at the Wastewater Treatment Plant to date and outline the rationale for proceeding with Phase 3 in 2026.
- 2. July/August/September 2025 Councillor Updates**
Written report, received as information.
- 3. July/August/September 2025 Administrative Update**
Written report, received as information.
- 4. Council Resolution Action List as of September 10, 2025**
Written report, received as information.

J. NOTICES OF MOTION – none

Minutes approved by:  

K. CLOSED SESSION – none

L. ADJOURNMENT

253-2025

Moved by Mayor Krausert that Council adjourn the September 16, 2025 special meeting at 2:31 p.m.

CARRIED UNANIMOUSLY



Sean Krausert
Mayor



Ben Stiver
Municipal Clerk

Minutes approved by:  