

**TOWN OF CANMORE
MINUTES**

Regular Meeting of Council
Council Chamber at the Civic Centre, 902 – 7 Avenue
Tuesday, June 3, 2025 at 9:00 a.m.

COUNCIL MEMBERS PRESENT

Sean Krausert	Mayor
Tanya Foubert	Deputy Mayor
Wade Graham	Councillor
Jeff Hilstad	Councillor
Jeff Mah	Councillor
Karen Marra	Councillor

COUNCIL MEMBERS ABSENT

Joanna McCallum	Councillor
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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 (recorder)
Liz Pollock	Development Planner
Harry Shnider	Manager of Planning and Development
Caitlin Miller	Manager of Protective Services

Mayor Krausert called the June 3, 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 June 3, 2025 Regular Meeting of Council

157-2025

Moved by Mayor Krausert that Council approve the agenda for June 3, 2025 regular meeting as presented.

CARRIED UNANIMOUSLY

B. PUBLIC HEARINGS

1. Revised Land Use Bylaw Amendment 2025-06 - Moustache Lands Direct Control District

(1) Call to order

Mayor Krausert called the public hearing to order for Bylaw 2025-06 at 9:05 a.m.

(2) Administration Summary

Administration provided a verbal briefing on the proposed bylaw.

Minutes approved by:  

(3) Public Verbal Submissions

In favour

Name	Verbal	Written
Mathieu, Kristopher (CCH Executive Director)	X	

Neutral or Unstated

Name	Verbal	Written
Chiles, Susanne	X	
Weller, Kayla		X

Opposed – none

(4) Public Written Submissions

The recording secretary read into the record the names of those who provided written submissions. These submissions are recorded in the list of public submissions above and are published in the record of public submissions for this meeting.

(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 9:15 a.m.

Meeting Break 9:15 a.m. – 9:23 a.m.

C. DELEGATIONS - none

D. APPROVAL OF MINUTES – none

E. BUSINESS ARISING FROM THE MINUTES – none

F. UNFINISHED BUSINESS – none

G. BYLAW APPROVAL

1. Revised Land Use Bylaw Amendment 2025-06 - Moustache Lands Direct Control District

158-2025 Moved by Mayor Krausert that Council give second reading to Revised Land Use Bylaw Amendment 2025-06 – Moustache Lands Direct Control District.

CARRIED UNANIMOUSLY

159-2025 Moved by Mayor Krausert that Council give third reading to Revised Land Use Bylaw Amendment 2025-06 – Moustache Lands Direct Control District.

CARRIED UNANIMOUSLY

Minutes approved by: Q7 3

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

160-2025 Moved by Mayor Krausert that Council give first reading to Revised Land Use Bylaw Amendment 2025-22 – Vital Homes.

160A-2025 Moved by Mayor Krausert that Council amend motion 160-2025 by adding: amend section 6 a) by inserting “Section 12.2.0.3” between “Repealing” and “Section 12.2.0.4”.

CARRIED UNANIMOUSLY

160-2025 The vote followed on motion 160-2025: that Council give first reading to Revised Land Use Bylaw Amendment 2025-22 – Vital Homes amended as follows:

- amend section 6 a) by inserting “Section 12.2.0.3” between “Repealing” and “Section 12.2.0.4”.

CARRIED UNANIMOUSLY

161-2025 Moved by Mayor Krausert that Council schedule a public hearing for Revised Land Use Development Bylaw Amendment 2025-22 – Vital Homes on July 8, 2025.

CARRIED UNANIMOUSLY

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

162-2025 Moved by Mayor Krausert that Council give first reading to Revised Land Use Bylaw Amendment 2025-21 – Tourist Home Enforcement.

CARRIED UNANIMOUSLY

163-2025 Moved by Mayor Krausert that Council schedule a public hearing for Revised Land Use Bylaw Amendment 2025-21 – Tourist Home Enforcement for July 8, 2025.

CARRIED UNANIMOUSLY

4. Manual Ballot Counting

164-2025 Moved by Mayor Krausert that Council give first reading to Election Manual Ballot Counting Bylaw 2025-20.

CARRIED UNANIMOUSLY

165-2025 Moved by Mayor Krausert that Council give second reading to Election Manual Ballot Counting Bylaw 2025-20.

CARRIED UNANIMOUSLY

166-2025 Moved by Mayor Krausert that Council give leave to go to third reading of Election Manual Ballot Counting Bylaw 2025-20.

CARRIED UNANIMOUSLY

167-2025 Moved by Mayor Krausert that Council give third reading to Election Manual Ballot Counting Bylaw 2025-20.

CARRIED UNANIMOUSLY

Minutes approved by:  

- 168-2025 Moved by Mayor Krausert that Council provide for special ballot registration between August 5, 2025 and noon on Friday, October 17, 2025 and set 7:00 p.m. on election day as the deadline by which a completed special ballot package must be received by the returning officer.

CARRIED UNANIMOUSLY

H. NEW BUSINESS

1. Benefits Policy HR-001

- 169-2025 Moved by Mayor Krausert that Council approve the Benefits Policy HR-001 amended as presented.

CARRIED UNANIMOUSLY

- 169A-2025 Moved by Councillor Mah that Council amend motion 169-2025 by adding: amend section 19 by striking out "free" and substituting "discounted (40%)".

DEFEATED

In favor: Marra, Mah

Opposed: Foubert, Graham, Krausert, Hilstad

- 169-2025 The vote followed on motion 169-2025: that Council approve the Benefits Policy HR-001 amended as presented.

CARRIED

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

Opposed: Mah

- 170-2025 Moved by Mayor Krausert that Council amend the agenda by moving item H5 Sister City Agreement between Sedona, AZ, USA and Canmore, AB, Canada to precede item H2.

CARRIED UNANIMOUSLY

5. Sister City Agreement between Sedona, AZ, USA and Canmore, AB, Canada

- 171-2025 Moved by Mayor Krausert that Council designate and approve an official "Sister City" status between Sedona, Arizona, USA and Canmore, Alberta, Canada for the Canmore Sedona Sister City Association and move to have it formalized by Mayor Sean Krausert on June 28, 2025, with a signing event to be held in Canmore and streamed to Sedona.

CARRIED UNANIMOUSLY

2. Entrance Features in Municipal Right of Way Policy ENG-002

- 172-2025 Moved by Mayor Krausert that Council approve the Entrance Features in Municipal Rights of Way Policy ENG-002 amended as presented.

CARRIED UNANIMOUSLY

3. Sustainability Screening Policy PD-012 Repeal

- 173-2025 Moved by Mayor Krausert that Council repeal Sustainability Screening Policy PD-012.

CARRIED UNANIMOUSLY

Minutes approved by:  

- 174-2025 **4. Collection of Fees and Levies Policy PD-001 Repeal**
Moved by Mayor Krausert that Council repeal Collection of Levies and Fees Policy PD-001.

CARRIED UNANIMOUSLY

- 175-2025 **6. Forest Resource Improvement Association of Alberta Regional FireSmart Coordinator Funding Grant**
Moved by Mayor Krausert that Council direct administration to apply for the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Regional Coordinator Grant in partnership with MD of Bighorn and Kananaskis Improvement District.

CARRIED UNANIMOUSLY

I. REPORTS FROM ADMINISTRATION – none

J. NOTICES OF MOTION – none

K. CLOSED SESSION – none

- 176-2025 **L. ADJOURNMENT**
Moved by Mayor Krausert that Council adjourn the June 3, 2025 regular meeting at 12:30 p.m.

CARRIED UNANIMOUSLY



Sean Krausert
Mayor



Cheryl Hyde
Manager, Municipal Clerk's Office

Minutes approved by:  

