

**TOWN OF CANMORE
MINUTES**

Special Meeting of Council
Council Chamber at the Civic Centre, 902 – 7 Avenue
Tuesday, May 27, 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
Joanna McCallum	Councillor – via zoom

COUNCIL MEMBERS ABSENT

Joanna McCallum	Councillor – left the meeting at 11:35 a.m.
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ADMINISTRATION PRESENT

Sally Caudill	Chief Administrative Officer
Andreas Comeau	Acting General Manager of Municipal Infrastructure / Manager of Public Works
Scott McKay	General Manager of Municipal Services
Dustin Schinbein	General Manager of Corporate Services
Cheryl Hyde	Manager of the Municipal Clerk's Office
Josh Cairns	Senior Policy Planner
Harry Shnider	Manager of Planning and Development
Chelsey Gibbons	Manager of Finance
Jennica Collette	Development Planner
Jesse Renwick	Climbing Supervisor
Johanna Sauve	Manager of Human Resources
Adam Driedzic	Town Solicitor
Adam Robertson	Manager of Communications

Mayor Krausert called the May 27, 2025 special meeting to order at 9:08 a.m.

A. CALL TO ORDER AND APPROVAL OF AGENDA

1. Land Acknowledgement

2. Agenda for the May 27, 2025 Special Meeting of Council

124-2025

Moved by Mayor Krausert that Council approve the agenda for the May 27, 2025 special meeting as presented with one amendment:

- Add item K1 Judicial Review under Section K Closed Session.

CARRIED UNANIMOUSLY

Minutes approved by:



B. PUBLIC HEARINGS – none

C. DELEGATIONS – none

D. APPROVAL OF MINUTES

1. Minutes of the April 22, 2025 Special Meeting of Council

125-2025 Moved by Mayor Krausert that Council approve the minutes of the April 22, 2025 special meeting as presented.

CARRIED UNANIMOUSLY

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

126-2025 Moved by Mayor Krausert that Council approve the minutes of the May 6, 2025 regular meeting as presented.

CARRIED UNANIMOUSLY

E. BUSINESS ARISING FROM THE MINUTES – none

F. UNFINISHED BUSINESS – none

G. BYLAW APPROVAL

1. Connect Downtown: Planning a Vibrant Town Centre

127-2025 Moved by Mayor Krausert that Council postpone 2nd and 3rd readings of Town Centre Area Redevelopment Plan (“ARP”) Bylaw 2025-05 and Revised Land Use Bylaw Amendment 2025-13 – Changes to Variance Powers to the July 8, 2025 regular meeting of Council and direct administration to revise Bylaw 2025-05 for consideration at 2nd reading to incorporate the following amendments.

127A-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding:
“insert a section at an appropriate location indicating that the ARP is drafted with awareness that some properties within the ARP are subject to a restrictive covenant that restrict development and provide a map in the ARP showing the area to which the restrictive covenant applies.”

CARRIED UNANIMOUSLY

127B-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding:
“change the ARP to indicate single residential use for the parts of the ARP to which the restrictive covenant applies.”

CARRIED

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

Opposed: McCallum

127C-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding:
“remove all references to R4 zoning from the ARP except for Town owned land that if developed for housing will likely predominantly be non-market housing.”

DEFEATED

In favour: Marra

Opposed: Foubert, Graham, Krausert, Mah, Hilstad, McCallum

Minutes approved by:  

- 127D-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding: "change all references in the ARP to full year pedestrianization of Main Street from mandatory to optional, i.e. using language such as 'potential year-round pedestrianization' and replacing 'will' with 'may', while proceeding with a permanent seasonally pedestrianized Main Street from spring to fall."
CARRIED UNANIMOUSLY
- 127E-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding: "remove some of the changes to Riverside Park so that the ARP will simply reflect an expanded area of what Riverside Park currently offers today plus some minor enhancements, i.e. removing space for small scale commercial uses or structures (e.g. cafes, food trucks); seasonal facilities such as skate or sports equipment rentals; and small ice skating trails, fire pits, and Crokicurl sheets in the winter."
CARRIED UNANIMOUSLY
- 127F-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding: "change Eklof Park from Municipal Reserve to a classification that results in permanent protection of the green space."
CARRIED
In favour: Foubert, Graham, Marra, Krausert, Hilstad
Opposed: Mah, McCallum

Meeting Break 10:20 a.m. – 10:30 a.m.

- 127G-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding: "to reduce impact of shadows, limit heights on Main and 10th Street frontages by adding a policy under 'Land Use and Urban Design' stating that buildings shall not exceed 2 storeys."
CARRIED
In favour: Graham, Mah, Hilstad, McCallum
Opposed: Foubert, Marra, Krausert
- 127G1-2025 Moved by Councillor McCallum that Council amend motion 127G-2025 by striking out "2 storeys" and substituting "2.5 storeys without variances".
CARRIED
In favour: Graham, Marra, Mah, Hilstad, McCallum
Opposed: Foubert, Krausert
- 127G-2025 The vote followed on motion 127G-2025 as amended: that Council amend motion 127-2025 by adding: "to reduce impact of shadows, limit heights on Main and 10th Street frontages by adding a policy under 'Land Use and Urban Design' stating that buildings shall not exceed '2.5 storeys without variances'".
CARRIED
In favour: Graham, Marra, Mah, Hilstad, McCallum
Opposed: Foubert, Krausert
- 127H-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding: "clarify that there will be no net decrease in downtown public parking due to development on surface parking lots as there will be an equivalent increase in public parking elsewhere within the central downtown area, i.e. west of Policeman's Creek."
CARRIED UNANIMOUSLY

Minutes approved by:

127I-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding: "in s.8.2.1.2, change 'should' to 'shall' so that the section reads: "The need to incorporate public parking facilities into future developments on Town owned land shall be considered by the Town at the time of development.""

CARRIED UNANIMOUSLY

127J-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding: "remove reference to any suggested location of a future parking facility as such will be determined in the future based upon circumstances at that time."

CARRIED UNANIMOUSLY

127K-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding: "clarify on page 3 in the fourth paragraph under 'Interpretation' that some amendments to resolve conflicts between documents will need to be approved by council, i.e. those documents which council have previously approved."

CARRIED UNANIMOUSLY

127L-2025 Moved by Mayor Krausert that Council amend motion 127-2025 by adding: "on page 26 in the 'Key Highlights', change the wording of #8 to 'Use of Town land for parking, parking structures, affordable housing and community-oriented uses.'"

CARRIED UNANIMOUSLY

Meeting Break 11:21 a.m. – 11:30 a.m.

- 127-2025 The vote followed on motion 127-2025 as amended: that Council postpone second and third readings of Town Centre Area Redevelopment Plan ("ARP") Bylaw 2025-05 and Revised Land Use Bylaw Amendment 2025-13 – Changes to Variance Powers to the July 8, 2025 regular meeting of Council and direct administration to revise Bylaw 2025-05 for consideration at second reading to incorporate the following amendments:
- insert a section at an appropriate location indicating that the ARP is drafted with awareness that some properties within the ARP are subject to a restrictive covenant that restrict development and provide a map in the ARP showing the area to which the restrictive covenant applies;
 - change the ARP to indicate single residential use for the parts of the ARP to which the restrictive covenant applies;
 - change all references in the ARP to full year pedestrianization of Main Street from mandatory to optional, i.e. using language such as 'potential year-round pedestrianization' and replacing 'will' with 'may', while proceeding with a permanent seasonally pedestrianized Main Street from spring to fall;
 - remove some of the changes to Riverside Park so that the ARP will simply reflect an expanded area of what Riverside Park currently offers today plus some minor enhancements, i.e. removing space for small scale commercial uses or structures (e.g. cafes, food trucks); seasonal facilities such as skate or sports equipment rentals; and small ice skating trails, fire pits, and Crokicurl sheets in the winter;
 - change Eklof Park from Municipal Reserve to a classification that results in permanent protection of the green space;

Minutes approved by:

- to reduce impact of shadows, limit heights on Main and 10th Street frontages by adding a policy under 'Land Use and Urban Design' stating that buildings shall not exceed '2.5 storeys without variances';
- clarify that there will be no net decrease in downtown public parking due to development on surface parking lots as there will be an equivalent increase in public parking elsewhere within the central downtown area, i.e. west of Policeman's Creek;
- in s.8.2.1.2, change 'should' to 'shall' so that the section reads: 'The need to incorporate public parking facilities into future developments on Town owned land shall be considered by the Town at the time of development.';
- remove reference to any suggested location of a future parking facility as such will be determined in the future based upon circumstances at that time;
- clarify on page 3 in the fourth paragraph under 'Interpretation' that some amendments to resolve conflicts between documents will need to be approved by council, i.e. those documents which council have previously approved;
- on page 26 in the 'Key Highlights', change the wording of #8 to 'Use of Town land for parking, parking structures, affordable housing and community-oriented uses.'

CARRIED UNANIMOUSLY

Councillor McCallum left the meeting at 11:35 a.m.

2. Division of Class 1 Property Bylaw Amendment 2025-19

128-2025 Moved by Mayor Krausert that Council give first reading to Division of Class 1 Property Bylaw Amendment 2025-19.

CARRIED UNANIMOUSLY

129-2025 Moved by Mayor Krausert that Council give second reading to Division of Class 1 Property Bylaw Amendment 2025-19.

CARRIED UNANIMOUSLY

130-2025 Moved by Mayor Krausert that Council give leave to go to third reading to Division of Class 1 Property Bylaw Amendment 2025-19.

CARRIED UNANIMOUSLY

131-2025 Moved by Mayor Krausert that Council give third reading to Division of Class 1 Property Bylaw Amendment 2025-19.

CARRIED UNANIMOUSLY

Meeting Break 12:05 p.m. – 1:20 p.m.

Minutes approved by:  

H. NEW BUSINESS

1. 2025 Livability Budget Amendments

- 132-2025 Moved by Mayor Krausert that Council amend the Livability operating budget as presented.

CARRIED

In favour: Graham, Marra, Krausert, Mah, Hilstad, McCallum

Opposed: Foubert

- 133-2025 Moved by Mayor Krausert that Council fund the Transfer from Reserve for \$242,000 within the CCH Housing operating budget from the Vital Homes Reserve instead of the Livability Reserve.

CARRIED UNANIMOUSLY

- 134-2025 Moved by Mayor Krausert that Council cancel capital project CAP 7392 Housing in Palliser (2025).

CARRIED UNANIMOUSLY

- 135-2025 Moved by Mayor Krausert that Council cancel capital projects CAP 7406 Safety Management Solution, CAP 7430 Wildlife Exclusion Fence – Lions Park, CAP 7432 Playground Lifecycle – Carey, and CAP 7434 Cougar Creek Rink – Surface Replacement and bring these projects back for consideration with the 2026 budget amendment process.

CARRIED UNANIMOUSLY

G. BYLAW APPROVAL – continued

3. 2025 Property Tax Rate Bylaw 2025-14

- 136-2025 Moved by Mayor Krausert that Council give first reading to 2025 Property Tax Rate Bylaw 2025-14.

- 136A-2025 Moved by Mayor Krausert that Council amend motion 136-2025 by adding: in section 3 under “Alberta School Foundation Fund (ASFF), strike out “\$34,777,709 and substitute “\$34,777,039”.

CARRIED UNANIMOUSLY

- 136-2025 The vote followed on motion 136-2025 as amended that Council give first reading to 2025 Property Tax Rate Bylaw 2025-14 amended as follows: in section 3 under “Alberta School Foundation Fund (ASFF), strike out “\$34,777,709 and substitute “\$34,777,039”.

CARRIED UNANIMOUSLY

- 137-2025 Moved by Mayor Krausert that Council give second reading to 2025 Property Tax Rate Bylaw 2025-14, as amended.

CARRIED UNANIMOUSLY

- 138-2025 Moved by Mayor Krausert that Council give leave to go to third reading of 2025 Property Tax Rate Bylaw 2025-14, as amended.

CARRIED UNANIMOUSLY

Minutes approved by:  

139-2025 Moved by Mayor Krausert that Council give third reading to 2025 Property Tax Rate Bylaw 2025-14, as amended.

CARRIED UNANIMOUSLY

4. Tax Penalty Bylaw Amendment 2025-15 – 2025 Grace Period

140-2025 Moved by Mayor Krausert that Council give first reading to Tax Penalty Bylaw Amendment 2025-15 – 2025 Grace Period.

CARRIED UNANIMOUSLY

141-2025 Moved by Mayor Krausert that Council give second reading to Tax Penalty Bylaw Amendment 2025-15 – 2025 Grace Period.

CARRIED UNANIMOUSLY

142-2025 Moved by Mayor Krausert that Council give leave to go to third reading of Tax Penalty Bylaw Amendment 2025-15 – 2025 Grace Period.

CARRIED UNANIMOUSLY

143-2025 Moved by Mayor Krausert that Council give third reading to Tax Penalty Bylaw Amendment 2025-15 – 2025 Grace Period.

CARRIED UNANIMOUSLY

5. Silvertip Block 9 Residential Development

144-2025 Moved by Mayor Krausert that Council give second reading to Municipal Development Plan Bylaw Amendment 2024-39 – Silvertip Block 9 Residential Development.

CARRIED UNANIMOUSLY

145-2025 Moved by Mayor Krausert that Council give third reading to Municipal Development Plan Bylaw Amendment 2024-39 – Silvertip Block 9 Residential Development.

CARRIED UNANIMOUSLY

146-2025 Moved by Mayor Krausert that Council give second reading to Silvertip Area Structure Plan Bylaw Amendment 2024-40 Block 9 Residential Development.

CARRIED UNANIMOUSLY

147-2025 Moved by Mayor Krausert that Council give third reading to Silvertip Area Structure Plan Bylaw Amendment 2024-40 Block 9 Residential Development.

CARRIED UNANIMOUSLY

Meeting Break 2:11 p.m. – 2:15 p.m.

148-2025 Moved by Mayor Krausert that Council postpone second and third readings of Revised Land Use Bylaw Amendment 2024-20 – Silvertip Block 9 Residential Development to the July 8, 2025 regular meeting.

CARRIED

In favour: Foubert, Marra, Krausert, Hilstad

Opposed: Graham, Mah

Minutes approved by:

H. NEW BUSINESS – continued

2. CAP 7408 Climbing Gym Floor Replacement Budget Increase

- 149-2025 Moved by Mayor Krausert that Council increase the budget for CAP 7408 – Elevation Place Climbing Gym Floor Replacement Project to \$197,000 with the additional \$32,000 funded from the Asset Rehab – Replacement Reserve.

CARRIED UNANIMOUSLY

3. Employment Compensation Policy HR-011

- 150-2025 Moved by Mayor Krausert that Council approve Employee Compensation Policy HR-011 as presented.

CARRIED UNANIMOUSLY

4. Time Away From Work Policy HR-007 Amendment

- 151-2025 Moved by Mayor Krausert that Council approve the Time Away From Work Policy HR-007 amended as presented.

CARRIED UNANIMOUSLY

5. Policy Review

- 152-2025 Moved by Mayor Krausert that Council approve the following policies as presented:

- EX-003 Sponsorship
- EX-008 Municipal Naming
- EX-009 Employee-Related Legal Proceedings
- FIN-001 Budget Amendments
- FIN-004 Investment
- HR-009 Respectful Workplace
- HR-010 Drug and Alcohol
- PW-001 Snow and Ice Control

CARRIED UNANIMOUSLY

- 153-2025 Moved by Mayor Krausert that Council approve the following policies amended as presented:

- COM-001 Public Participation Policy
- ED-004 In-Street Patio
- FIN-009 Asset Management
- HR-004 General Holidays
- HR-008 Employee-Related Allowances and Reimbursement
- REC-001 Facility Allocation
- REC-004 Recreation Services

CARRIED UNANIMOUSLY

I. REPORTS FROM ADMINISTRATION – none

J. NOTICES OF MOTION – none

Minutes approved by:

K. CLOSED SESSION – none

1. Judicial Review

154-2025

Moved by Mayor Krausert that Council close the meeting at 3:00 p.m. to prevent disclosure of solicitor-client privilege in accordance with section 27(1)(a) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY

Administration present at the closed session: Sally Caudill, Adam Driedzic, Andreas Comeau, Scott McKay, Dustin Schinbein, Cheryl Hyde, Adam Robertson.

155-2025

Moved by Mayor Krausert that Council return to the public meeting at 3:24 p.m.

CARRIED UNANIMOUSLY

L. ADJOURNMENT

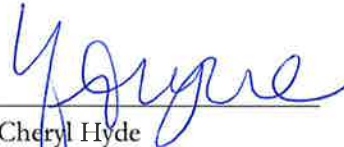
156-2025

Moved by Mayor Krausert that Council adjourn the May 27, 2025 special meeting at 3:24 p.m.

CARRIED UNANIMOUSLY



Sean Krausert
Mayor



Cheryl Hyde
Manager, Municipal Clerk's Office

Minutes approved by:  

