



**TOWN OF DIDSBURY AGENDA**  
**Regular Council Meeting**

**Tuesday, April 23, 2024, 6:00 pm**  
**Council Chambers 1606 14 Street**

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<b>1. <u>CALL TO ORDER</u></b>	
<b>2. <u>ADOPTION OF THE AGENDA</u></b>	
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<b>11. <u>QUESTION PERIOD</u></b>	

**12. CLOSED MEETING**

- 12.1 Administrative Updates - as per Section 16 and 25 of the FOIP Act
- 12.2 2134 - 23 Street - as per Section 16 and 25 of the FOIP Act
- 12.3 Rosebud Health Foundation - as per Section 16 and 17 of the FOIP Act
- 12.4 Mountain View Regional Water Services Commission Update - as per Section 21 of the FOIP Act
- 12.5 Corporate Review Update - as per Section 23 and 24 of the FOIP Act
- 12.6 Confidential Evaluations - as per Section 19 of the FOIP Act

**13. RECONVENE**

**14. ADJOURNMENT**



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: April 9, 2024 Regular Council Meeting  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

The Minutes of the April 9, 2024 Regular Council Meeting are being presented to Council for their review and approval.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the Minutes as presented or amended.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To adopt the April 9, 2024 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting held on  
April 9, 2024 in Council Chambers 1606 14 Street  
Commencing at 6:00 p.m.**

Council Members Present    Mayor Rhonda Hunter  
   Deputy Mayor Curt Engel  
   Councillor Joyce McCoy – *attended virtually*  
   Councillor Dorothy Moore  
   Councillor Ethan Williams  
   Councillor Bill Windsor

Council Members Absent    Councillor John Baswick

Administration Present     Chief Administrative Officer, Ethan Gorner  
   ACAO/Chief Financial Officer, Amanda Riley  
   Director of Engineering & Infrastructure, Craig Fox  
   Manager of Legislative Services/Recording Officer, Luana Smith  
   Municipal Intern, Jocelyn Baxter

**1.     CALL TO ORDER**

Mayor Hunter called the April 9, 2024 Regular Council Meeting to Order at 6:00 p.m.

**2.     ADOPTION OF THE AGENDA**

**Res. 239-24**

MOVED by Councillor Windsor

To adopt the April 9, 2024 Regular Council Meeting Agenda as presented.

**Motion Defeated**

**Res. 240-24**

MOVED by Councillor Moore

To adopt the April 9, 2024 Regular Council Meeting Agenda as amended with the addition of 14.6 Organizational Planning as per Section 23 & 24 of the FOIP Act.

**Motion Carried**

**3.     DELEGATIONS/PRESENTATIONS**

**3.1     MNP LLP - 2023 Audit Report**

**Res. 241-24**

MOVED by Deputy Mayor Engel

To thank the representatives from MNP LLP for their presentation on the Independent Auditor's Report and presentation of the 2023 Audited Financial Statements.

**Motion Carried**

**4.     BUSINESS ARISING FROM DELEGATIONS**

**4.1     2023 Audited Financial Statements**

**Res. 242-24**

MOVED by Deputy Mayor Engel

To approve the 2023 Audited Financial Statements as presented.

**Motion Carried**

5. **ADOPTION OF MINUTES**

5.1 **March 25, 2024 Special Council Meeting**

**Res. 243-24**

MOVED by Councillor Williams

To adopt the March 25, 2024 Special Council Meeting Minutes as amended.

**Motion Carried**

5.2 **March 26, 2024 Regular Council Meeting**

**Res. 244-24**

MOVED by Councillor Williams

To adopt the March 26, 2024 Regular Council Meeting Minutes as presented.

**Motion Carried**

6. **PUBLIC HEARINGS**

7. **REPORTS**

7.1 **Council Reports for April 9, 2024**

**Res. 245-24**

MOVED by Councillor Williams

To accept the Council Reports for April 9, 2024 as information.

**Motion Carried**

**Res. 246-24**

MOVED by Councillor Windsor

To send the Council Remuneration Policy and the Professional Development Policy to the Policy and Governance Committee for review and recommendation.

**Motion Carried**

7.2 **Chief Administrative Officer (CAO) Report for April 9, 2024**

**Res. 247-24**

MOVED by Councillor Moore

To accept the Chief Administrative Officer Report for April 9, 2024 as information.

**Motion Carried**

8. **2024 BUDGET**

8.1 **2024 Capital and Operating Budget**

**Res. 248-24**

MOVED by Councillor Windsor

To approve the 2024 Capital and Operating Budget report as presented.

**Motion Carried**

9. **BYLAWS & POLICIES**

9.1 **Bylaw 2024-03 Cemetery (2nd Reading)**

**Res. 249-24**

MOVED by Deputy Mayor Engel

To grant second reading to Cemetery Bylaw 2024-03.

**Motion Carried**

**Res. 250-24**

MOVED by Deputy Mayor Engel

To grant third and final reading to Cemetery Bylaw 2024-03.

**Motion Carried**

**9.2 2024 Tax Rate Bylaw 2024-05 (1st Reading)**

**Res. 251-24**

MOVED by Deputy Mayor Engel

That Council grant first reading to Tax Rate Bylaw 2024-05, a bylaw to establish the rates of taxation for the 2024 Taxation Year.

**Motion Carried**

**Res. 252-24**

MOVED by Councillor Deputy Mayor Engel

To refer Tax Rate Bylaw 2024-05 and the Budget at a Glance document to the Financial Planning Committee for review and recommendation.

**Motion Carried**

**10. BUSINESS**

**10.1 Bio Solid Remove and Dispose - Cell 1 and 2 - Award Recommendation**

**Res. 253-24**

MOVED by Councillor Moore

To award the Bio Solids Remove and Dispose contract for Cell 1 and 2 to Lambourne Environmental for up to \$205,000.

**Motion Carried**

**10.2 Setting Date for Economic Development Workshop**

**Res. 254-24**

MOVED by Councillor Williams

To accept the setting an Economic Development Workshop as information.

**Motion Carried**

**10.3 Intermunicipal Cooperation Committee - ICF Survey**

**Res. 255-24**

MOVED by Councillor Windsor

To provide survey answers to Administration by Monday, April 15 and the responses to be consolidated for Council to fill out the survey by April 19, 2024.

**Motion Carried**

**11. CORRESPONDENCE & INFORMATION**

- Minister of Environment & Protected Areas - Water Sharing Agreements
- Mountain View Seniors' Housing – Government of Alberta Survey – Lodge Review

**Res. 256-24**

MOVED by Councillor Williams

To accept the correspondence items presented as information.

**Motion Carried**

**12. COUNCIL MEETING HIGHLIGHTS**

- 2023 Audited Financial Statements
- Cemetery Bylaw
- 2024 Capital and Operating Budget Report
- 2024 Tax Rate Bylaw (1<sup>st</sup> Reading)
- CAO Report – new developments
- Awarding of Bio Solid Removal and Disposal

**13. QUESTION PERIOD**

**14. CLOSED MEETING**

**Res. 257-24**

MOVED by Councillor Williams

To go into Closed Meeting at 7:53 p.m. for the following items:

- 14.1 Reservoir Preliminary Drawings - as per Section 23 & 24 of the FOIP Act
- 14.2 Draft 2024 Scope of Work Road Tender - as per Section 23 & 24 of the FOIP Act
- 14.3 2500 15 Avenue Update - as per Section 23 & 24 of the FOIP Act
- 14.4 Final Stretch Council Workshop Legal Agreement - as per Section 23 of the FOIP Act
- 14.5 Confidential Evaluations - as per Section 19 of the FOIP Act
- 14.6 Organizational Planning – as per Section 23& 24 of the FOIP Act

**Motion Carried**

**15. RECONVENE**

**Res. 258-24**

MOVED by Councillor Williams

To return to Open Meeting at 9:39 p.m.

**Motion Carried**

**Res. 259-24**

MOVED by Councillor Williams

To accept the Reservoir Preliminary Drawings as information.

**Motion Carried**

**Res. 260-24**

MOVED by Councillor Williams

To accept the Draft 2024 Scope of Work Road Tender as information.

**Motion Carried**

**Res. 261-24**

MOVED by Councillor Williams

To accept the 2500 15 Avenue Update as information.

**Motion Carried**

**Res. 262-24**

MOVED by Councillor Windsor

To have Mayor Hunter contact McDonnell and Associates acknowledging Council's acceptance of the Service Agreement and move forward accordingly.

**Motion Carried**

**Res. 263-24**

MOVED by Councillor Windsor

To amend Resolutions 201-24, 202-24, 203-24, and 204-24 to replace the words "Policy and Governance Committee" with "Special Purpose Committee".

**Motion Carried**

**Res. 264-24**

MOVED by Councillor Moore

To have Mayor Hunter and Councillor Moore research the possibility of undertaking a Corporate Review and bring back information to Council at the April 23, 2024 Regular Council Meeting.

**Motion Carried**

**Res. 265-24**

MOVED by Deputy Mayor Engel

To set a virtual Committee of the Whole Meeting for Tuesday, April 16, 2024 at 6:00 p.m.

**Motion Carried**

**Res. 266-24**

MOVED by Deputy Mayor Engel

To schedule a virtual engagement for the regional police study with MNP for Tuesday, April 16, 2024 at 4:30 p.m.

**Motion Carried**

**16. ADJOURNMENT**

**Res. 267-24**

MOVED by Councillor Williams

To adjourn the April 9, 2024 Regular Council Meeting at 9:43 p.m.

**Motion Carried**

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Mayor - Rhonda Hunter

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Chief Administrative Officer- Ethan Gerner



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
 SUBJECT: Bylaw 2024-04 Creekside ASP Redesignation  
 ORIGINATING DEPARTMENT: Planning & Development

### APPLICATION OVERVIEW

Legal Location	NW 19-31-1-5
Current Zoning:	UR: Urban Reserve District
Landowners:	1755545 AB. Ltd.
Applicant:	Christopher Overwater
Encumbrances On Title	Registration Number 861056268 – Utility Right of Way

### BACKGROUND/PROPOSAL:

The area of land that is being considered for redesignation is an undeveloped area. This is within the Creekside Area Structure Plan (ASP). The proposal is to redesignate the property from UR: Urban Reserve to R1: Residential District– Single Detached, R2: Residential District – General, I1: Industrial District – General and REC: Recreation/Open Space District.

This proposal is in alignment with the Creekside ASP. The Creekside ASP was adopted June 13, 2023 after the Public Hearing.

### KEY DATES, COMMUNICATION AND INFORMATION:

Application Circulated	The proposal was circulated to ten adjacent landowners as well as to Referral Agencies on January 24, 2024
Responses from Referral Agencies	<b>Telus</b> – No concerns
Response from one Town Resident	<ul style="list-style-type: none"> <li>• The landowner is concerned with the impact that development may have on the wildlife corridor within the area. She is concerned that not enough area is being allocated for the wildlife within the Rosebud River Corridor</li> </ul>
Administration’s Reply	<ul style="list-style-type: none"> <li>➤ The ASP has already identified areas for Environmental Protection that encompasses the coulee that runs diagonally across the middle of the property as well as the area adjacent to the Rosebud River in the north east corner of the property.</li> <li>➤ A Biophysical Impact Assessment was completed in support of the ASP and the recommendations within the report (for limitations on the impact on biophysical resources with Environmental Protection and keeping the industrial development within the already disturbed lands) are being followed within the ASP.</li> </ul>

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The applicant has provided a proposal that will redesignate the entire title to be in alignment with the ASP. No subdivision or development proposal has been submitted at this time. The proposed redesignation, if approved, will provide for the opportunity for the development of new Industrial lots as



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

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well as new Residential lots. The next step in the process for development within this area will be the submission of a subdivision proposal.

At the subdivision application stage the Environmental and Municipal Reserve dedications will be considered during the application review process and form part of the subdivision decision.

### ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

5. Governance & Organizational Excellence

### ALIGNMENT WITH STATUTORY PLANS

Creekside Area Structure Plan Bylaw 2022-15

➤ Figure 6.1 Land Use Concept

The proposed redesignation complies with Figure 6.1

Municipal Development Plan Bylaw 2012-09

*Section 3.2 Polices and Strategies*

*Residential Development*

3.2.1 Residential development shall occur as generally indicated on *Map B, Residential Lands*.

- The residential component of the redesignation complies with Map B in the MDP.

Part 5.0 Industrial Development

5.2 Policies and Strategies

*Industrial Development*

5.2.1 The policies of this section shall apply to the industrial lands as shown on *Map D, Industrial Lands*.

- The industrial component of the redesignation complies with Map D in the MDP.

### ATTACHMENTS:

- 1) Schedule A: Concerns and objections received
- 2) Schedule B: Bylaw 2024-04 Public Hearing Presentation

### RECOMMENDATION

Recommendations for Bylaw 2024-04 will be outlined during the *Bylaws & Policies* section of the agenda package.



Tracey Connatty &lt;tconnatty@didsbury.ca&gt;

## Creekside

1 message

PhilandKaren Rispin <[REDACTED]>  
To: Tracey Connatty <tconnatty@didsbury.ca>

Mon, Apr 8, 2024 at 11:18 AM

### Creekside area structure plan response

I saw in the local paper that there is apparently a proposal to change the designation of some land on the bank of the Rosebud just Northwest of town from Urban reserve to residential or commercial.

Please consider leaving the poplar and brush bank as environmental reserve. Please also consider leaving native grasslands as un-mowed grass. The municipal reserve could be woven through the environmental reserve in a thoughtful way. This will increase quality of life and allow wildlife space, so they are not funneled into our yards.

Yes, I know there is pressure for more housing and business, but if we build carelessly thinking only of profit to developers and relatively short-term financial benefit, I believe we are in essence shooting ourselves in the foot. Short term apparent gain will be long term loss.

The Rosebud is an important wildlife corridor for all the Rosebud drainage area. Does our town really want to bottle-neck that corridor here. It seems to me that is rather a black mark for our town. Coopting the land and turning it into residential areas and parkland is short sighted, and so sad. Sad for the wildlife, but also very sad long term for the residents of our town. For the creek wildlife corridor, the poplar bluff on the banks is of great importance. The floodplain itself is simply not adequate. Many animals and birds need the cover of the banks.

Keeping space and honoring nature in our planning benefits human wellbeing as well. Urban planning research indicates that urban areas such as towns and cities offer a much higher quality of life to their residents if nature is welcomed.

Consider the huge benefits from the wild reserve along the river in Lethbridge. Keeping that land wild has greatly benefited the quality of life in that city.

Mowed parks and human pathways are nice but are of very limited value to birds and animal life. Local wild grasslands and local shrubs and trees are necessary. They are also beautiful. Considerable research ties human wellbeing to access to wild spaces. At least 10 meters of brush alongside corridors allow wildlife to use them as well, and a human path could run along one side of the wildlife corridor.

Below I have pasted two research abstracts on the benefit of deliberately and intelligently including nature in urban planning. There are many more articles available.

### Understanding and designing nature experiences in urban areas: a framework for biophilic urbanism

Increasing evidence shows that creating and maintaining relationships with nature is important for human wellbeing. Humanity has become a mostly urbanised species where people typically spend most of their time indoors. It is important then that strategies for deliberately bringing aspects of nature into urban spaces are explored. Design that responds to an understanding of people's innate connection to the living world can be termed biophilic design. This research defines a unique biophilic urbanism framework for analysing and mapping biophilic urban elements. Thirty characteristics of biophilic cities were identified and then used to map Wellington, New Zealand. Observations arising from the research include: 1/while access to wild nature might be an important characteristic of a biophilic city, planned design interventions are also significant; and 2/when identified biophilic elements form part of a larger interconnected spatial experience through time, positive effects may be enhanced. This can enable identification of strategic locations for biophilic interventions in the wider urban fabric to facilitate more effective urban nature experiences. This suggests that biophilic urbanism must encompass a wide range of human sensory information, and should be designed from a four-dimensional (i.e. including time) perspective.

## **Urban Sustainability: Integrating Ecology in Design and Planning**

Urban sustainability depends on ecosystem services and biodiversity which directly affects quality of urban life. At present, urbanization is having a drastic effect on the way human beings interact with the world around us. Urbanized environments tend to lessen the amount of habitat and increase habitat fragmentation. This important factor stresses the need for sound urban sustainability thinking as well as related urban planning and urban design processes. Adaptive urban knowhow is as the root of this chapter in which a number of exploratory concepts and notions are put forth with the intention of creating dialogue between ecosystem services and human well-being (i.e., through concerted ecological, economic, and social action). The chapter begins with a look at urban sustainability, explores sustainable urban strategies, considers a number of ideas under the umbrella of urban green infrastructure—reviewing a number of case examples—and concludes with background research in properly developing sustainable models and tools. Integrating ecology in city design and planning should support resilience-orient development and highlight a synergetic, evolutionary form of multi-disciplinary sustainability.



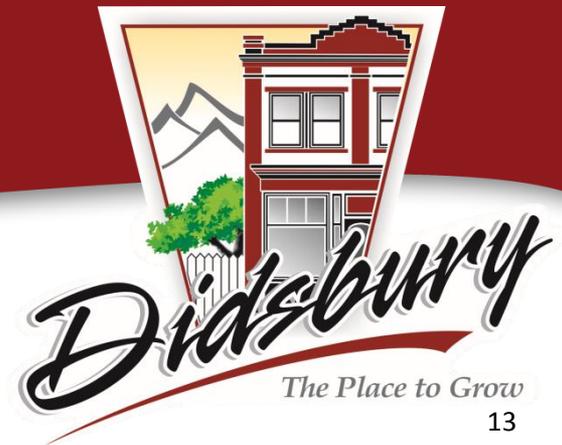
**Creekside.docx**

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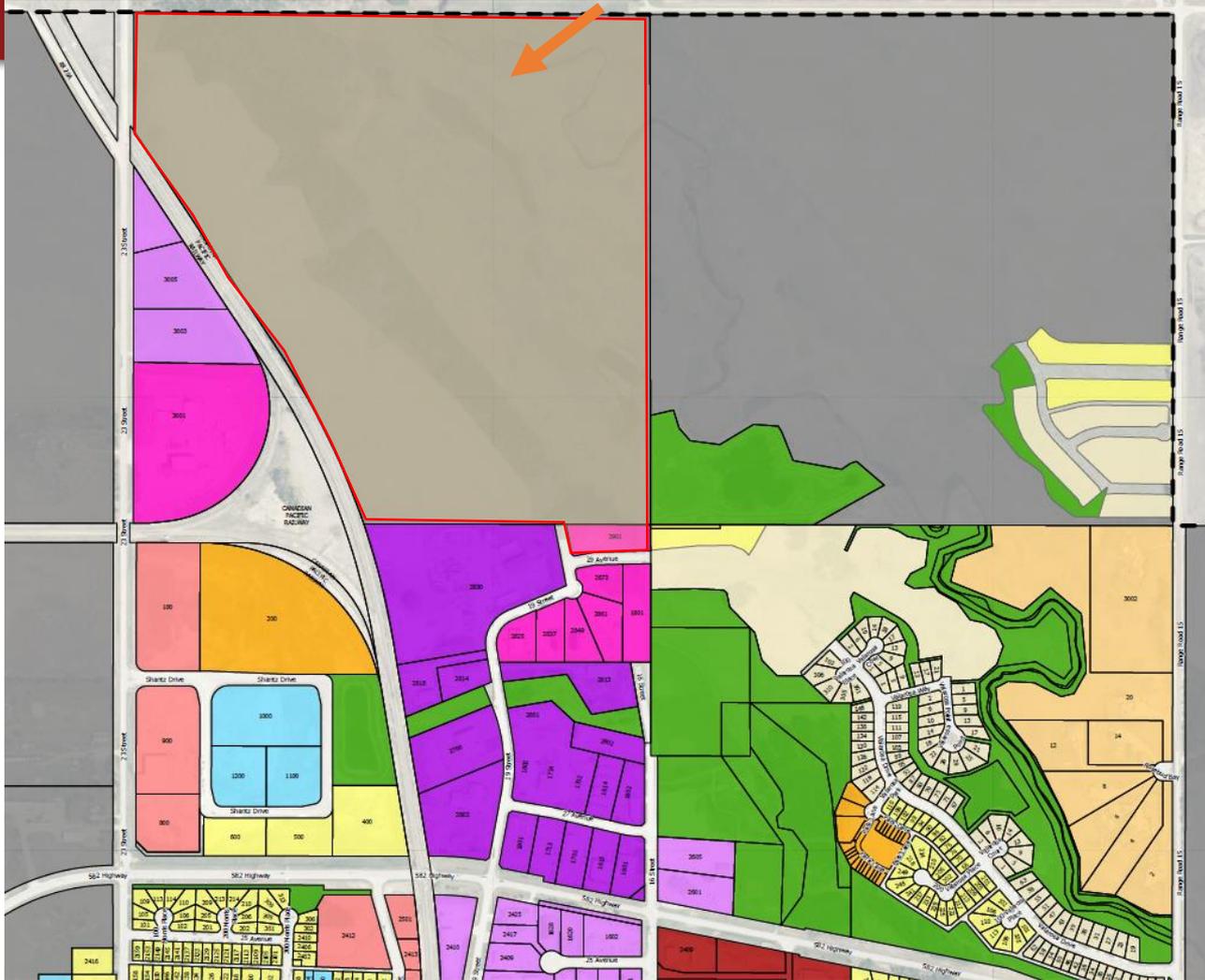
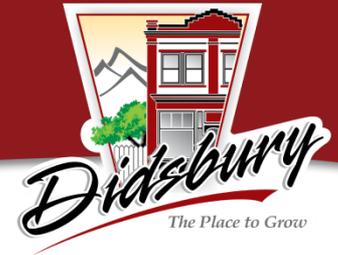
# Bylaw 2024-04

Council  
April 23, 2024

Applicant: 1755545 Alberta Ltd.  
Landowner: Christopher Overwater

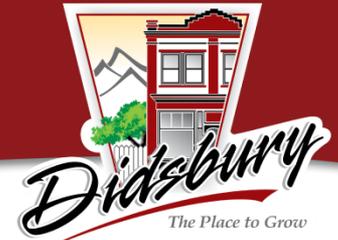


# Proposal Location

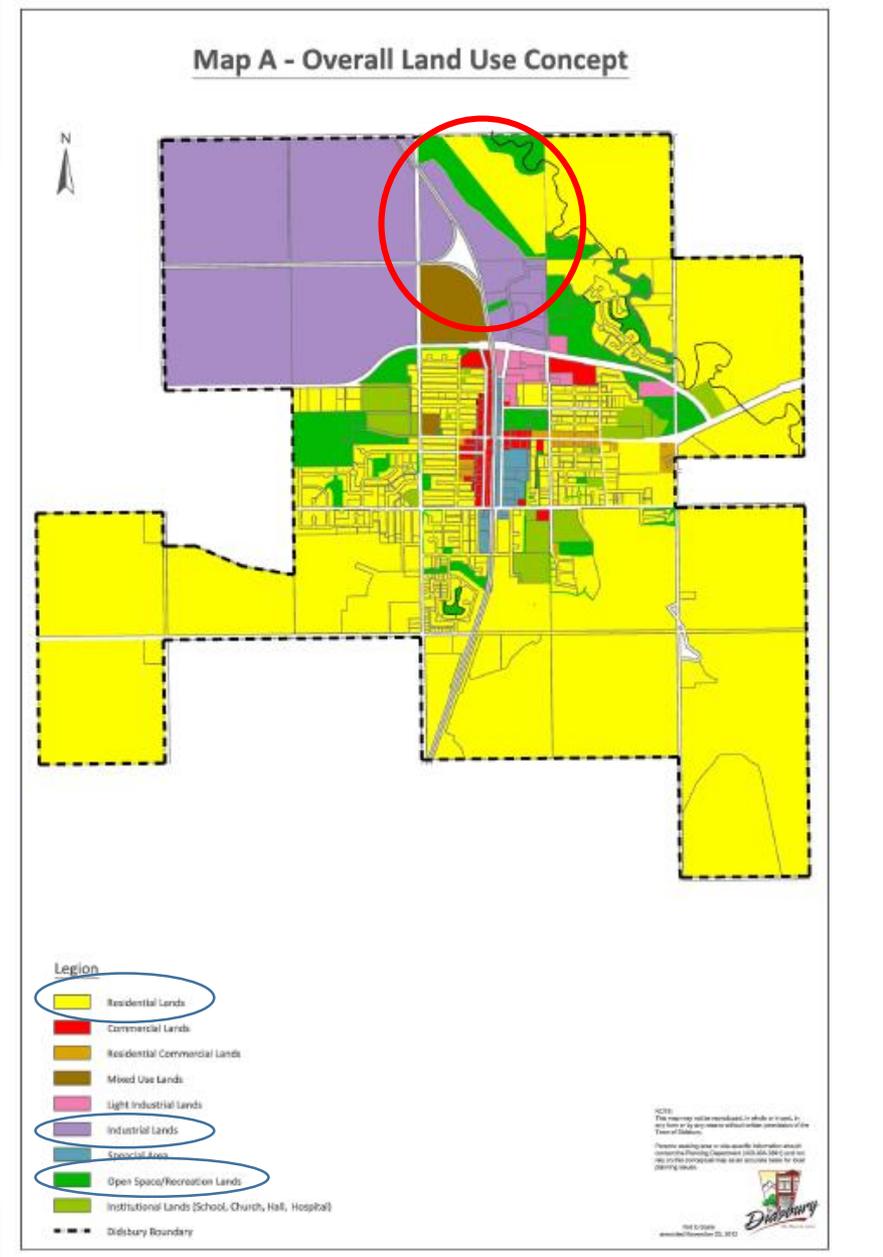
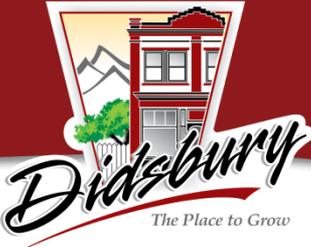




# Bylaw No. 2022-15 Creekside ASP Future Land Use Map



# Municipal Development Plan

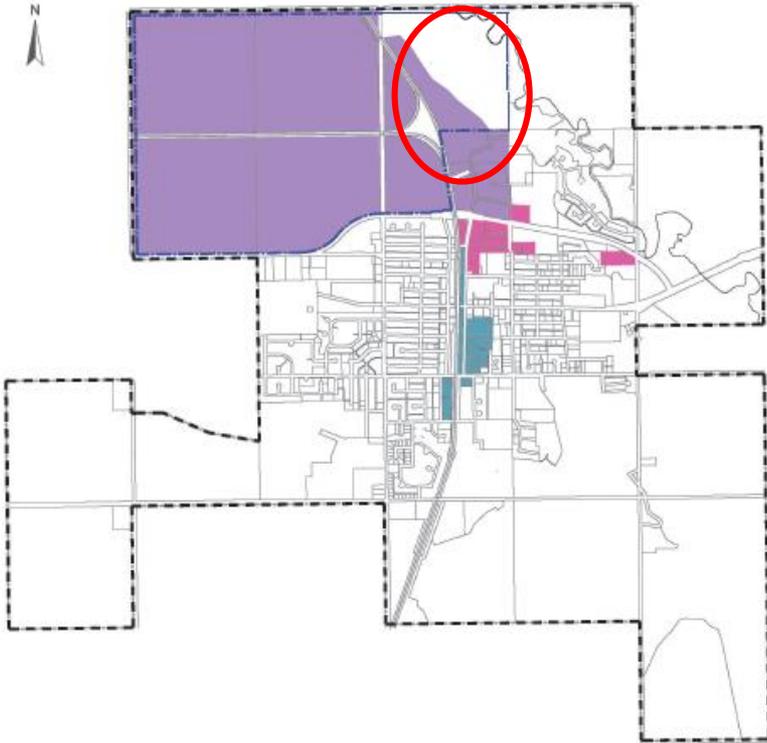


# Municipal Development Plan



Grow

Map D - Industrial Lands



**Legion**

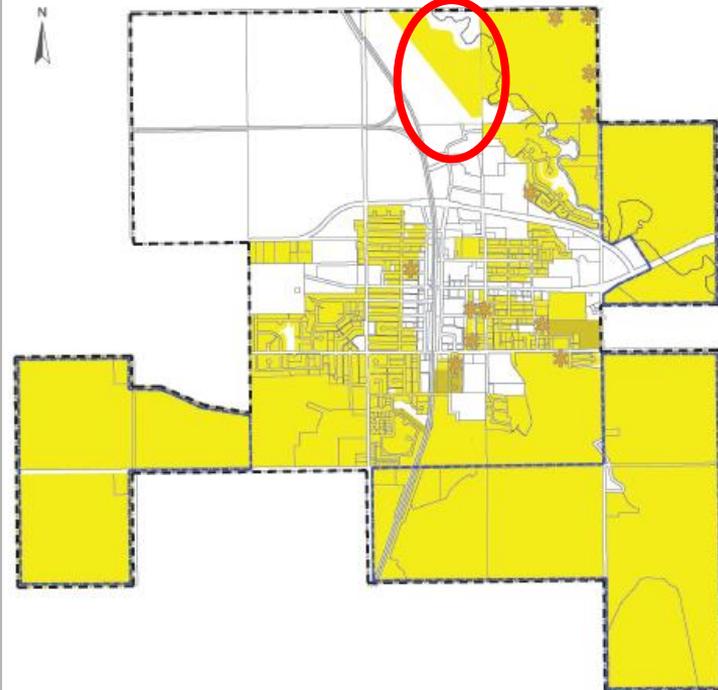
- Light Industrial Lands
- Heavy Industrial Lands
- Special Study Area
- Area Structure Plan Required
- Didsbury Boundary

NOTE:  
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Map to Scale  
Approved September 15, 2011



Map B - Residential Lands



**Legion**

- Low Density Residential Lands
- Medium Density Residential Lands
- High Density Residential Lands
- Area Structure Plan Required
- Didsbury Boundary

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Map to Scale  
Approved September 15, 2011



# Site Visit



Looking Northwest from Southeast corner



# Site Visit

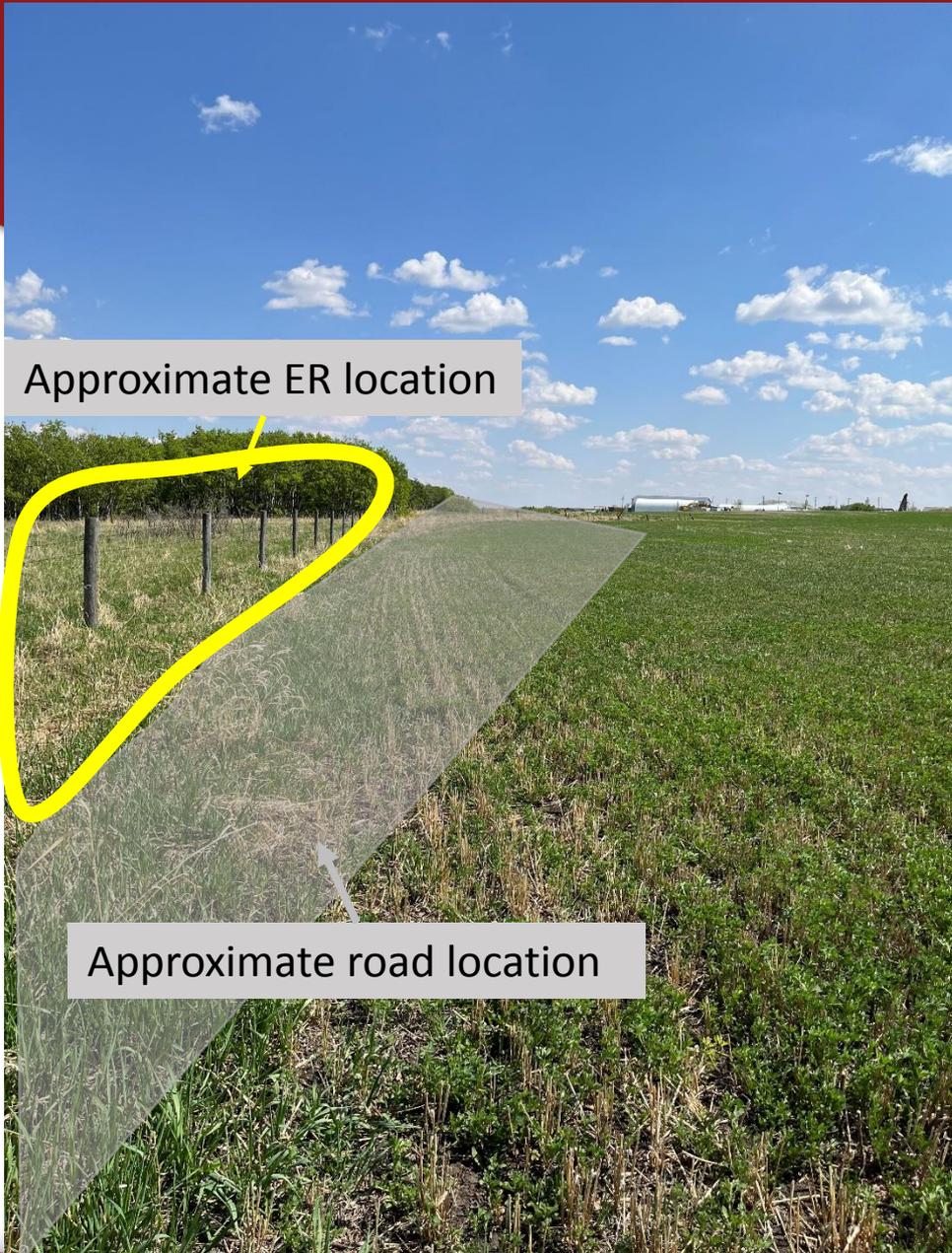


Future road connection for residential area

# Site Visit

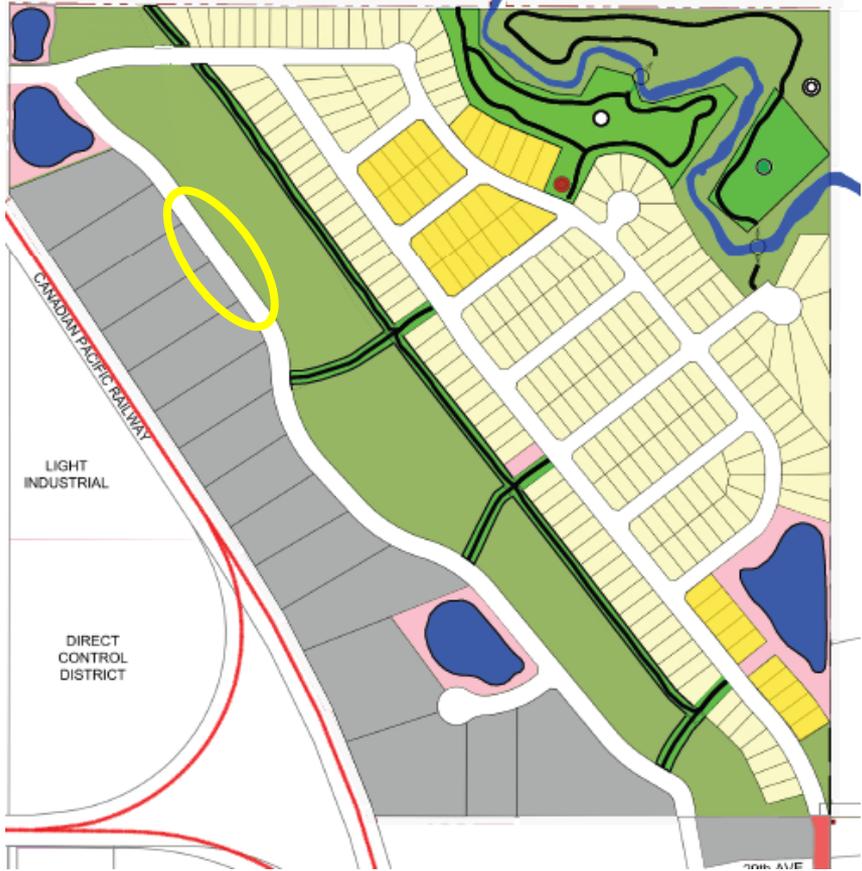


# Site Visit



Approximate ER location

Approximate road location



# Site Visit



Approximate path location



Proposed Path

# Site Visit



Proposed Path

# Site Visit



*Didsbury*  
The Place to Grow



Proposed Path

# Site Visit

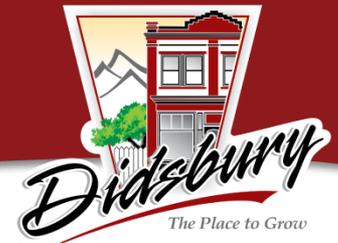


Looking south across proposed industrial area



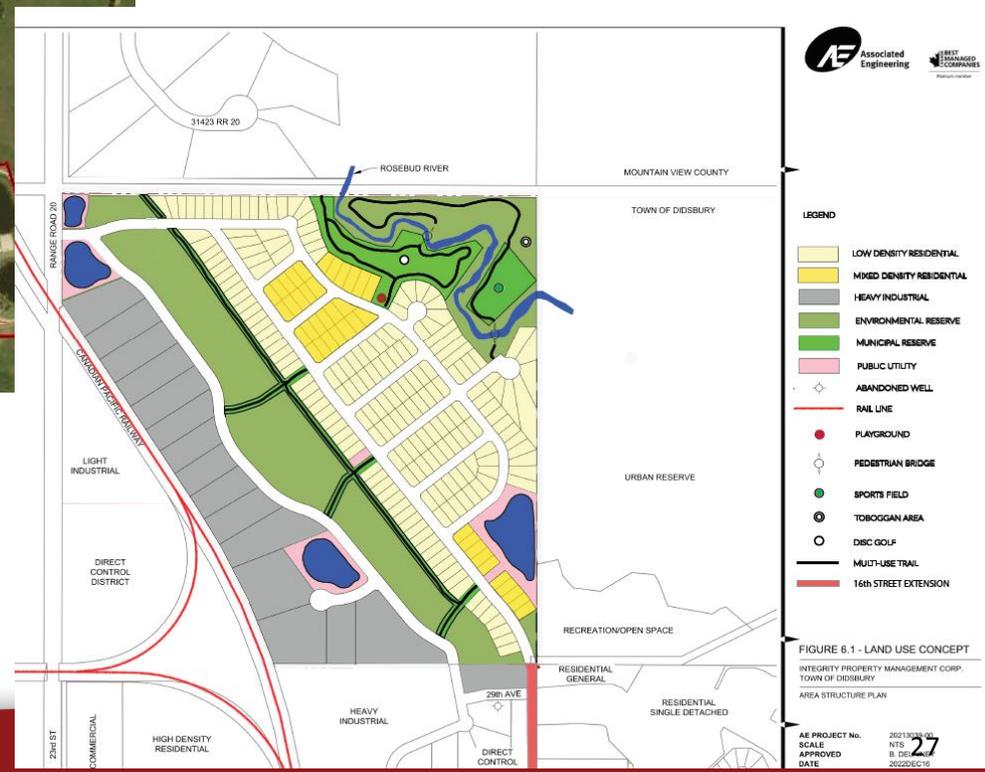
Looking north across proposed industrial area

# Environmental Preservation area

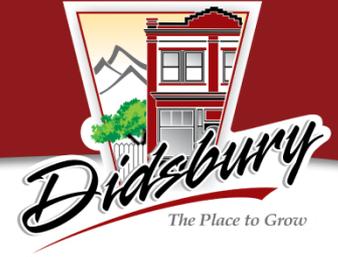


Approximate Environmental Protection area/coulee

Approximate new road location



# Municipal Development Plan Compliance



## 3.2 Policies and Strategies *Residential Development*

- ✓ 3.2.1 Residential development shall occur as generally indicated on **Map B, Residential Lands.**

## 5.2 Policies and Strategies *Industrial Development*

- ✓ 5.2.1 The policies of this section shall apply to the industrial lands as shown on **Map D, Industrial Lands.**



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Council Reports  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Council Members will each provide a verbal and/or written report on any business or committee activity in which they have participated.

### COUNCIL PROFESSIONAL DEVELOPMENT FOR APRIL

Mayor Hunter Economic Development Association Conference, Kananaskis, AB April 10-12, 2024  
Building a Central Alberta Carbon Hub – Red Deer, AB April 16, 2024  
Councillor McCoy Economic Development Association Conference, Kananaskis, AB April 10-12, 2024

### Council Report Attachments:

- Mayor Hunter – Economic Development Association Conference

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the Council Reports for April 23, 2024 as information.

## **Economic Developers Alberta Conference April 10 to 12 2024**

### **Report Submitted by Mayor Hunter**

The EDA Xperience 2024 Leaders' Summit & Conference was hosted in person at the Pomeroy Kananaskis Mountain Lodge from April 10-12 and also had an online option, which many participated in.

Over 400 local, national, and international economic development experts and elected officials from across the province were in attendance. The economic development leaders discussed what is happening in our province and were presented with and explored ways to move our economy forward. Delegates were provided with information about Alberta's current and emerging sector opportunities, updates on economic development issues and trends, best practices, great keynote addresses, and the usual hospitality networking events.

I arrived Wednesday and attended three plenaries on Sector Opportunities that presented highlights of Alberta's primary economic engines, their current status, potential emerging opportunities, and strategic opportunities to accelerate growth: Agriculture & Agri-Food, Energy, Health & Biotech.

On Wednesday, April 10, at Community Awards of Excellence Dinner, the Mountain View Regional Film Office was presented with the award for the Innovative Approach to Economic Development, Small Communities. Reeve Aalbers, Mayor Warnock, and I were present to be part of this regional initiative that Sundre, MVC, and Didsbury EDOs work on for our regional economic development strategies.

#### **Thursday, April 11**

**Plenary:** Crafting the Perfect Pitch – TEDx speaker and Localintel CEO Dave Parsell presented a great session on creating a compelling pitch for communities. Ideas on how to have your community stand out to site selectors, businesses, and talent and how to optimize exposure on our community through use of our website, social media platforms, and many other marketing channels.

**Education Session: Funding Economic Development** – Presentations on innovative ways to access funding for economic development to improve products, services, and programs. Accessing traditional avenues of financing as well as developing new ways to enhance economic development.

**Education Session: Talent and Jobs – Keys to Alberta's Future** – Having a skilled workforce is crucial for the long-term success of the province – and for our communities. Highlights were shared of programs and initiatives that have been put in place to attract, develop, and retain talented personnel. These programs present a strong focus on talent and job development for Alberta and, ultimately, for municipalities and private sector industry and business.

**Plenary:** Attracting Investment and Leveraging International Trade – Global Affairs Canada Trade Commissioners and Investment Officers from the US and UAE were present to talk about how to best position Alberta for Foreign Direct Investment. Information on what attracts investors from these regions, current investor interests, and how to position our community/region. There is an importance of international trade for the growth of companies in our province. Trade missions and targeted support were also part of the presentation.

**Education Session: Success Stories from the NRED - Northern and Regional Economic Development Program** (this grant was also recently in the amount of \$50,000, which will be used to hire a qualified consultant to aid in three key challenges, namely developing an organizational structure, development of a film festival plan, and long-term objectives related to how to make the office financially self-sustaining). This grant has significantly contributed towards regional economic development. Panelists were from the Jobs, Economy, and Trade ministry, Community Futures in Lethbridge, Sylvan Lake Ec Dev, and Lac La Biche County/Region who discussed their successes and the program initiatives and programs.

**Education Session: Spotlight on Rural Cinema – The Journey of the Mountain View Regional Film Office.** Reeve Aalbers, Mayor Warnock, Mayor Hunter, and EDOs John Allen (Sundre), Christofer Atchison (MVC), and Alexa Ross provided an enlightening and entertaining session on the success of the MVFRO and what it brings to our communities and region. The feedback was terrific and the audience was very engaged and had lots of great questions.

**Friday, April 12**

**Morning Plenaries:**

**Big. Bold. Alberta: Investment opportunities and Unique Trends for 2024** – A session on exploring how new investment opportunities, global trends, and regional collaboration can give our province a sharper competitive edge in 2024 and future years.

**Fostering Economic Reconciliation by Creating Collaboration** – A session featuring collaboration between municipalities and First Nations. The Community Economic Development Initiative (CEDI), a collaboration between the Council for Advancement of Native Development Officers (Cando) and the Federation of Canadian Municipalities (FCM) are working together to address this challenge. CEDI focuses on enhancing prosperity of First Nations and neighbouring municipalities by fostering joint community economic development planning and initiatives through a strategy of convening, listening, and uniting. CEDI facilitates partnerships between municipalities and First Nations supporting mutually beneficial economic development by coordinating local efforts to address regional challenges.

**Alberta's Economy:** A very engaging and witty session by Mark Parsons, ATB Chief Economist, who highlighted insightful exploration of Alberta's anticipated economic landscape. Mark provided an overview of our province's economic forecast, and shed light on complexities of the economy and, as well, broke down key trends, potential challenges, and emerging opportunities. A very entertaining presentation that held the audience's attention, when financial reports are not always the most interesting to listen to (and this really was interesting due to the presentation skills of Mark Parsons).

End of Report



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: CAO Report  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Please see attached information for the Chief Administrative Officer (CAO) Report for April 23, 2024.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

During the CAO Report, Council will have the opportunity to ask questions to the CAO and to make motions for information they would like Administration to bring back to a future Council meeting.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the Chief Administrative Officer Report for April 23, 2024 as information.



## CAO Report –April 23, 2024

### 1. Development Permits Issued (Planning & Development)

Please find attached the Development Officer Issued Permits and the MPC Approval of Permits as of April 17, 2024.

### 2. Municipal Development Plan Update (Planning & Development)

Administration met with Urban Systems to review the draft MDP document. Some minor changes were recommended within the document, and supporting maps were discussed. In the business items of the Council Agenda Package, Council is being asked to consider setting a workshop prior to the Council Summer Break. Public consultation will be conducted in the summer with a fall public hearing anticipated.

### 3. Cemetery Grant (Corporate Services)

The Mountain View County Cemetery Grant provides registered cemetery organizations within the County with the opportunity to receive financial assistance to enhance their ability to operate and deliver services to the community. On February 29, 2024 Administration submitted an application for \$1,500 to assist with expenses related to grass and lawn maintenance at the Didsbury Cemetery. On April 16, 2024, Administration was informed that the application was successful and the Town was awarded \$1,500 towards the cemetery upkeep.

### 4. Economic Development Update (Economic Development Officer)

#### **NRED Grant**

The Mountain View Regional Film Office (MVRFO) has been awarded a \$50,000 grant by the province of Alberta, under the Northern and Regional Economic Development (NRED) program. The MVRFO is Alberta's first rural film office, founded by the Towns of Didsbury and Sundre, and Mountain View County, to promote economic diversification through film development and media technology investment within and near their jurisdictions. The MVRFO is currently an unincorporated virtual entity, primarily relying on its website, [www.mountainviewfilm.ca](http://www.mountainviewfilm.ca).

The NRED funding will be used to hire a qualified consultant to assist with the development of an organizational structure and a strategic plan that addresses film festival plan, as well as short and long-term objectives related to grow capacity and how to make the office financially self-sustaining.

Although the grant is officially being awarded to the Town of Sundre on behalf of the MVRFO, all three communities are equally contributing to the project.

#### **Community Excellence Award**

The Mountain View Regional Film Office (Town of Didsbury, Town of Sundre, Mountain View County) was awarded the Community Excellence Award for "Innovative Approach to Economic Development" (Small Community, under 25,000 category) at the EDA conference Xperience 2024 in Kananaskis, held April 10 – 12, 2024. This is the third award for the Mountain View Regional Film Office since its inception.

### 5. 2024 Q1 Action Request Summary (Corporate Services)

Please see attached first quarter Action Request Summary Report.

## CAO Report: Planning & Development

The Town of Didsbury has authorized the conditional issuance of the following permits

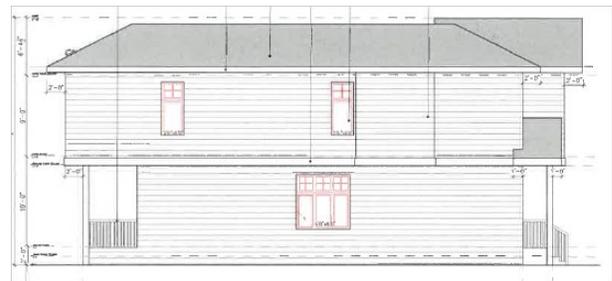
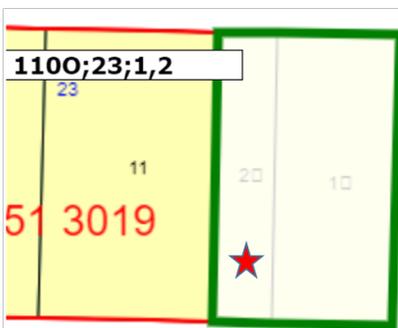
### Development Officer (Permitted Use) Decisions:

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
DP 24-012	2002 – 24 Avenue	Demolition (House & Shed)	MasterBuilt Projects Ltd. (a) Anderson, Ken (o)	Apr 10, 2024
DP 24-013	2006 – 24 Avenue	Dwelling, Single Detached	MasterBuilt Projects Ltd. (a) Anderson, Ken (o)	Apr 10, 2024
DP 24-014	1533 – 20 Avenue	Deck, Side Yard	Madge, Shirley	Apr 11, 2024

**DP 24-012:** this property includes Lot 1 & E ½ of Lot 2 which was recently sold with a closing date of May 1, 2024. The current landowner has signed off on the application form allowing the Purchasers to apply for the Demolition Permit of the existing uninhabitable house on the parcel. The demolition will not take place under **after** the sale closes. Once the existing house is demolished, the Purchasers will consider their options for future development on Lot 1.



**DP 24-013** this is a Development Permit for a Dwelling, Single-Detached which will be developed on Lot 2 of the parcel. As Lot 2 is currently a vacant lot, the Purchasers can proceed with their proposed development as outlined in their Development Permit. The current landowner has signed off on the Development Permit application in order for the new Purchasers to get all their Permits in place in a timely manner.



### Municipal Planning Commission (Discretionary Use) Decisions:

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE

**Action Requests Report**  
**January - March 2024**

<b># of Requests</b>	<b>Department/Concern</b>
<b>34</b>	<b><u>Municipal Enforcement</u></b>
<b>3</b>	<b>Animals</b> Dog barking in Westheights Dogs off leash at Valarosa Wetlands Dogs barking 22 St & 23 St & 12 Ave & Julia Place
<b>5</b>	<b>Vehicles</b> Pylons in Valarosa cove need to be moved Unknown vehicle on 24 Ave Vehicle blocking alley on Kildeer Close Vehicle parked on sidewalk restricting storm water flow Vehicle at Princes Petra peppered with rocks & dirt
<b>2</b>	<b>Noise</b> Heavy duty vehicle running on 25th Ave Snow blower going at 5:45am
<b>14</b>	<b>Property</b> Neighbor shoveling snow onto road on 17 St Trespassing issued for municipal property Trespassing inquiry Bushes infringing on sidewalk on 18 Ave Broken bottle near Arena exit
<b>6</b>	Residential drain pipe hazard Ice build up in front of lawn bowling building Residential garage roof missing & branches left outside Chain link fence over pathway Buy-Low
<b>10</b>	<b>Sidewalks</b> Ice on sidewalk at 20 St & 20 Ave Snow on sidewalk 21 Ave Snow on sidewalk in Westheights Snow at the gate near Golden River restaurant Snow on sidewalk in Westhill
<b>2</b>	Snow on sidewalks west of Vet Clinic & Tim Hortons Ice on sidewalk outside of Mediterranean Pizza Snow on sidewalk along 21 Ave Snow on sidewalk along 20 Ave

<b>42</b>	<b><u>Public Works</u></b>
<b>23</b>	<b>Streets</b>
	Sanding required at the back alley of Meadowview Court
	Sanding required at the Valarosa cul de sacs
	Sanding required at the back alley by Kinsmen Park
	Sanding required at Westhill Drive & Westhill Close
	Sanding required at 22 Ave & 15 St intersection
2	Sanding required at Deer Coulee
	Sanding required at cul de sac on Mary Place
	Sanding required at Westheights Bay
	Sanding required at 17 Ave
	Sanding & Snow removal required at Silverstone Place
	Crosswalk lights are out on one side at Ross Ford Elementary
	Snow removal required across town
2	Pot hole at 16 St and 20 Ave
	Sanding required at RR2 & Railway crossing
	Sanding required at Westheights Cres
	Grading required along Park Place
	Snow removal inefficient near hospital
	Pot holes at 23 St
	Sanding required at the back alley by 19 Ave
	Grading required in Silverstone Place
	Water pooling at SW corner of 22 Ave & 15 St
<b>2</b>	<b>Sidewalks</b>
	Icy sidewalk in Westhill from water in the park
	Snow on crosswalk at Hwy 582 & 23 St
<b>16</b>	<b>Garbage, Recycling, Compost</b>
8	Broken garbage bin
	Missed recycling pickup
	Extra Green bin found
	Garbage bin in front of ATB needs to be emptied
2	Garbage bins at the Ball Diamonds East Side need to be emptied
2	Memorial Park garbage bins need to be emptied
	Garbage bins by Old High School site are full
<b>1</b>	<b>Water / Sewer</b>
	22 Ave water meter needs to be updated
<b>4</b>	<b><u>Parks</u></b>
	Spruce tree fallen over near pool pathway
	Deer Carcass on 19 St
	Broom missing at Skatepark
	Dog park bags are out
<b>80</b>	<b>Total</b>



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Bylaw 2024-04 Creekside ASP Redesignation  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Council granted First Reading to Bylaw 2024-04 Creekside Area Structure Plan (ASP) Redesignation to consider redesignation from UR: Urban Reserve District to R1: Residential District– Single Detached, R2: Residential District – General, I1: Industrial District – General and REC: Recreation/Open Space District on **March 26, 2024**. The Public Hearing was held during the Public Hearing section in this Council Agenda.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

If Council is satisfied with the result of the Public Hearing, Administration is recommending Council grant second and third reading of Bylaw 2024-04 Creekside ASP Redesignation.

Please see attached Bylaw 2024-04

### ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure
2. Vibrant & Connected Character Community
3. Strong & Resilient Local Economy
5. Governance & Organizational Excellence

### RECOMMENDATION (two separate motions)

To grant second reading of Bylaw 2024-04 Creekside Area Structure Plan Redesignation

To grant third reading of Bylaw 2024-04 Creekside Area Structure Plan Redesignation

**TOWN OF DIDSBURY**  
**Bylaw 2024-04 Creekside ASP Redesignation**

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A Bylaw of the Town of Didsbury in the Province of Alberta, pursuant to the provisions of the Municipal Government Act, being Chapter M-26-1, of the revised Statutes of Alberta and amendments thereto, to amend Land Use Bylaw 2019-04.

**WHEREAS**, the Council of the Town of Didsbury deems it necessary to amend Bylaw 2019-04: Land Use Bylaw;

**NOW THEREFORE**, the Council of the Town of Didsbury, in the Province of Alberta, duly assembled enacts the following:

- (1) This Bylaw may be cited as Bylaw 2024-04 to amend the Land Use Bylaw 2019-04.
- (2) Bylaw 2019-04, being the Town of Didsbury Land Use Bylaw, is hereby amended

**NOW THEREFORE**, the Council of the Town of Didsbury, in the Province of Alberta, duly assembled enacts as follows:

**1. SHORT TITLE**

1.1. This Bylaw may be referred to as the “Bylaw 2024-04 Creekside ASP Redesignation.”

**2. PROPOSED AMENDMENTS**

2.1. That Appendix A Land Use Bylaw Map, of the Land Use Bylaw 2019-04 is hereby amended, to change the designation of NW 19-31-1-5 from UR: Urban Reserve District to R1: Residential District– Single Detached, R2: Residential District – General, I1: Industrial District – General and REC: Recreation/Open Space District as shown on the attached Schedule A map.

**3. EFFECTIVE DATE**

3.1. This Bylaw shall come into upon passing of the third and final reading.

Read a First time on this 26<sup>th</sup> day March of 2024

Read a Second time on this        day of

Read a Third and Final time on this        day of

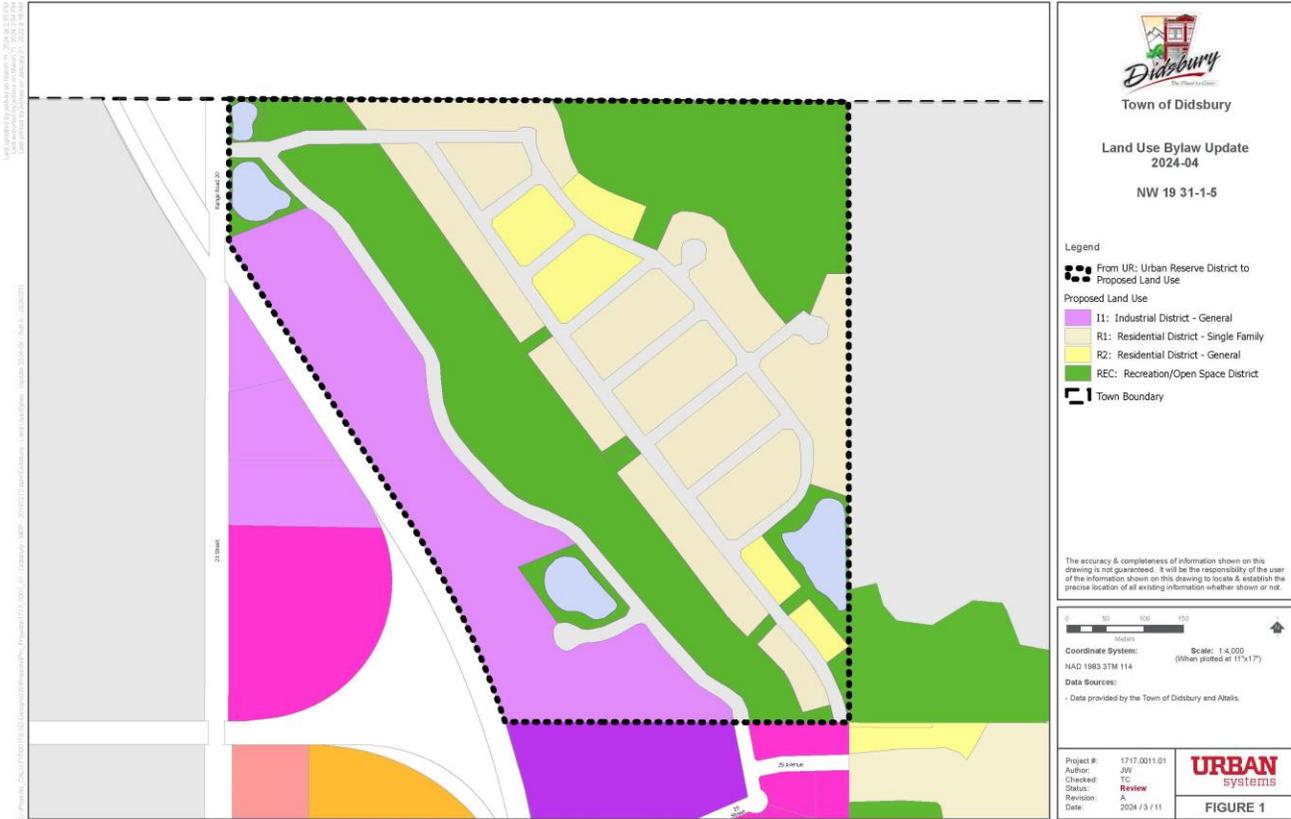
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Mayor Rhonda Hunter

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Chief Administrative Officer Ethan Gorner

# Schedule A



Town of Didsbury  
 Land Use Bylaw Update  
 2024-04  
 NW 19 31-1-5

- Legend
- From UR: Urban Reserve District to Proposed Land Use
  - Proposed Land Use
    - I1: Industrial District - General
    - R1: Residential District - Single Family
    - R2: Residential District - General
    - REC: Recreation/Open Space District
  - Town Boundary

The accuracy & completeness of information shown on this drawing is not guaranteed. It will be the responsibility of the user of the information shown on this drawing to locate & establish the precise location of all existing information whether shown or not.



Coordinate System: NAD 1983 3TM 114  
 Scale: 1:4,000 (When plotted at 11"x17")

Data Sources:  
 - Data provided by the Town of Didsbury and Atalis.

Project #: 1717.0011.01  
 Author: JW  
 Checked: TC  
 Status: Review  
 Revisions: A  
 Date: 2024 / 3 / 11





## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.  
Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
 SUBJECT: 2024 Tax Rate Bylaw 2024-05  
 ORIGINATING DEPARTMENT: Corporate Services

### BACKGROUND/PROPOSAL:

Section 353(1) of the *Municipal Government Act* states that, “council must pass a property tax bylaw annually.” The property tax bylaw authorizes Council to impose a tax in respect of property in the Town of Didsbury to raise revenue to be used toward payment of expenditures and transfers set out in Didsbury’s approved budget and requisitions from Alberta Education, Mountain View Seniors’ Housing, and Designated Industrial Property.

Tax Rate Bylaw 2024-05 was granted first reading on April 9, 2024 and was referred to the Financial Planning Committee for review. The Committee met April 17, 2024 to discuss the bylaw.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Committee reviewed the bylaw and the tax rate split between residential and non-residential property. The Committee is recommending that the split be 85.15% residential and 14.85% non-residential, which is a slight increase to non-residential compared to the prior year which was split 85.6% residential and 14.4% non-residential. This is the third scenario brought forward to Council for consideration.

#### *Scenario 3:*

		ASSESSMENT				MUNICIPAL TAXES				
		2023	2024	\$ Increase	% Increase	2023	2024	\$ Increase per year	\$ Increase per month	% Increase
<b>RESIDENTIAL</b>	House 1	173,870	180,170	6,300	3.6%	\$ 1,293	\$ 1,290	\$ (3)	\$ (0)	-0.2%
	House 2	248,190	261,790	13,600	5.5%	\$ 1,846	\$ 1,874	\$ 28	\$ 2	1.5%
	House 3	281,870	297,170	15,300	5.4%	\$ 2,096	\$ 2,128	\$ 31	\$ 3	1.5%
	House 4	293,650	304,550	10,900	3.7%	\$ 2,184	\$ 2,180	\$ (3)	\$ (0)	-0.2%
	House 5	397,780	418,380	20,600	5.2%	\$ 2,958	\$ 2,995	\$ 37	\$ 3	1.3%
	House 6	390,640	410,940	20,300	5.2%	\$ 2,905	\$ 2,942	\$ 37	\$ 3	1.3%
	House 7	509,540	530,840	21,300	4.2%	\$ 3,790	\$ 3,801	\$ 11	\$ 1	0.3%
	House 8	725,790	768,890	43,100	5.9%	\$ 5,398	\$ 5,505	\$ 107	\$ 9	2.0%
<b>NON-RESIDENTIAL</b>	Property 1	125,570	127,790	2,220	1.8%	\$ 1,096	\$ 1,126	\$ 30	\$ 2	2.7%
	Property 2	373,280	374,260	980	0.3%	\$ 3,259	\$ 3,297	\$ 38	\$ 3	1.2%
	Property 3	387,230	390,740	3,510	0.9%	\$ 3,380	\$ 3,442	\$ 62	\$ 5	1.8%
	Property 4	550,240	554,510	4,270	0.8%	\$ 4,803	\$ 4,885	\$ 82	\$ 7	1.7%
	Property 5	667,710	668,520	810	0.1%	\$ 5,829	\$ 5,889	\$ 60	\$ 5	1.0%
	Property 6	830,890	826,340	(4,550)	-0.5%	\$ 7,253	\$ 7,280	\$ 26	\$ 2	0.4%
	Property 7	1,272,675	1,281,880	9,205	0.7%	\$ 11,110	\$ 11,293	\$ 183	\$ 15	1.6%
	Property 8	2,607,150	2,622,020	14,870	0.6%	\$ 22,760	\$ 23,099	\$ 339	\$ 28	1.5%

Scenario 3 is based on 85.15% of the tax revenues from residential taxes and 14.85% of the tax revenues from non-residential taxes. Under this scenario, the residential tax rate would be 7.16 and the non-residential tax rate would be 8.81. The Committee is recommending this scenario as the percentage increase is somewhat similar for residential and non-residential sample properties.

Assessment notices were issued to all property owners on February 22, 2024. The final complaint date is



## **REGULAR COUNCIL MEETING Request for Decision (RFD)**

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

April 30, 2024 and may change before that time; therefore, the Committee is also recommending that the bylaw be returned a final time prior to third reading.

In addition to the municipal tax increase there will be an increase in Alberta Education and Mountain View Seniors' Housing requisitions which are not controlled or set by Council.

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **5. Governance & Organizational Excellence**

### **RECOMMENDATION**

That Council grant second reading to Tax Rate Bylaw 2024-05, a bylaw to establish the rates of taxation for the 2024 Taxation Year and that it be referred to the Financial Planning Committee for review.

TOWN OF DIDSBURY  
BYLAW NO. 2024-05  
2024 TAX RATE BYLAW

---

**A BYLAW OF THE TOWN OF DIDSBURY TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF DIDSBURY FOR THE 2024 TAXATION YEAR.**

**WHEREAS**, pursuant to section 353 of the *Municipal Government Act*, R.S.A. 2000, c.M-26 (the “MGA”) Council must pass a property tax bylaw annually authorizing Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures and transfers as set out in the budget of the municipality, and the requisitions;

**AND WHEREAS**, section 297 of the MGA allows Council to divide the residential and non-residential assessment classes into sub-classes;

**AND WHEREAS**, section 369 of the MGA provides that Council must pass a supplementary property tax bylaw to authorize the levying of supplementary property tax in respect for which supplementary assessments have been made;

**AND WHEREAS**, pursuant to section 369.1 of the MGA Council has passed the Supplementary Assessments Bylaw, a continuous bylaw for supplementary assessment and taxation;

**AND WHEREAS**, pursuant to section 357(1) of the MGA the tax rate bylaw may specify a minimum amount payable as property tax;

**AND WHEREAS**, the assessed value of all property in the Town of Didsbury, including exempt assessment, as shown on the assessment roll is:

<u>Residential</u>	\$	<u>610,757,140</u>
<u>Farm land</u>	\$	<u>6,809,390</u>
<u>Vacant Residential</u>	\$	<u>5,624,580</u>
<u>Non-Residential</u>	\$	<u>271,581,700</u>
<u>Vacant Non-Residential</u>	\$	<u>1,943,690</u>
<u>Machinery and Equipment</u>	\$	<u>183,600</u>
<b><u>Total Assessment</u></b>	<b>\$</b>	<b><u>896,900,100</u></b>

**AND WHEREAS**, the Town of Didsbury has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the Council meeting held on March 26, 2024;

**WHEREAS**, the estimated municipal expenditures and transfers set out in the 2024 budget for the Town of Didsbury total \$13,159,126;

**WHEREAS**, the estimated municipal revenues from all sources other than taxation is estimated at \$7,919,264 and the balance of \$5,239,862 is to be raised by general municipal taxation;

**AND WHEREAS**, the requisitions pursuant to section 359(1) are:

<u>Education</u>	\$	<u>1,828,694</u>
<u>Mountain View Seniors Housing</u>	\$	<u>266,373</u>
<u>Designated Industrial Property</u>	\$	<u>705</u>

NOW THEREFORE COUNCIL OF THE TOWN OF DIDSBURY ENACTS AS FOLLOWS:

**PART 1 – TITLE, PURPOSE AND DEFINITIONS**

**1. Title**

This bylaw may be referred to as the “2024 Tax Rate Bylaw”.

**2. Purpose**

The purpose of this bylaw is to authorize the levying of a tax upon all taxable property shown on the assessment roll and a supplementary property tax in respect for which supplementary assessment roll has been prepared.

**3. Definitions**

3.1 In this bylaw, unless the context otherwise requires, definitions in the Act shall apply.

**Vacant Non-Residential** means a sub-class of property classified as Class 2 – non-residential, as set out in Section 297 of the MGA, that contains vacant non-residential land held for the development of non-residential property.

**Vacant Residential** means a sub-class of property classified as Class 1 – residential, as set out in Section 297 of the MGA, that contains vacant residential land held for the development of residential property.

**PART II - ASSESSMENT CLASSES AND TAX RATES**

**4. Assessment Classes and Sub-Classes**

4.1 For the purpose of the 2024 tax levy and supplementary tax levy, all assessed property within the Town of Didsbury is hereby divided into one of the following assessment classes and subclasses:

a. Residential

i. Vacant Residential

b. Non-Residential

i. Vacant Non-Residential

~~b-c.~~ Farm land

~~e-d.~~ Machinery and Equipment

**5. Allowance for non-collection of Taxes**

Pursuant to Section 359(2) of the MGA, for the 2023 tax levy and supplementary tax levy there may be an allowance for the non-collection of taxes at a rate not exceeding the actual rate of taxes uncollected from the previous year’s tax levy as determined at the end of the year.

**6. Levy of Tax Rates**

The Chief Administrative Officer is hereby authorized to levy the tax rates set out in Schedule “A” on the assessed value of all taxable property shown on the current assessment roll and supplementary assessment roll and classified according to this bylaw.

**PART IV – GENERAL**

7. **Minimum Tax**

7.1 That the minimum amount payable per tax roll as property tax for general municipal purposes shall be \$~~80~~75.00.

8. **Effective Date**

9.1 This bylaw comes into force on the day it is passed.

Read a first time on the \_\_\_\_ day of April 2024.

Read a second time on this \_\_\_\_ day of \_\_\_\_\_, 2024

Read a third and final time on this \_\_\_\_ day of \_\_\_\_\_, 2024

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Mayor – Rhonda Hunter

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Chief Administrative Officer – Ethan Gorner

BYLAW 2024-05  
SCHEDULE "A"  
TAX RATES

**2024 MUNICIPAL TAX RATES**

Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Residential	\$ 4,372,722	\$ 610,757,140	0.00715951
Farmland	\$ 48,752	\$ 6,809,390	0.00715951
Vacant Residential	\$ 40,269	\$ 5,624,580	0.00715951
Non-Residential	\$ 759,379	\$ 86,199,000	0.00880960
Vacant Non-Residential	\$ 17,123	\$ 1,943,690	0.00880960
Machinery & Equipment	\$ 1,617	\$ 183,600	0.00880960
<b>TOTAL TAX LEVY</b>	<b>\$ 5,239,862</b>	<b>\$ 711,517,400</b>	

**2024 EDUCATION TAX RATES**

(Requisitions by Alberta School Foundation and Red Deer Catholic Region)

Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Residential/Farmland	\$ 1,521,059	\$ 623,191,110	0.00244076
Non-Residential	\$ 306,533	\$ 86,696,810	0.00353570
<b>TOTAL TAX LEVY</b>	<b>\$ 1,827,592</b>	<b>\$ 709,887,920</b>	
Includes an Over Levy	\$ 1,102		

**2024 MANAGEMENT BODIES TAX RATES**

(Requisitions by Mountain View Seniors' Housing)

Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Residential/Farmland	\$ 233,581	\$ 623,191,110	0.00037481
Non-Residential	\$ 32,564	\$ 86,880,410	0.00037481
<b>TOTAL TAX LEVY</b>	<b>\$ 266,145</b>	<b>\$ 710,071,520</b>	
Includes an Over Levy	\$ 228		

**2024 DESIGNATED INDUSTRIAL PROPERTY REQUISITION TAX RATE**

(Property assessment and tax rate are set by the Provincial Assessor)

Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Non-Residential	\$ 705	\$ 9,209,420	0.0000765
<b>TOTAL TAX LEVY</b>	<b>\$ 705</b>	<b>\$ 9,209,420</b>	



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Hiring Policy – COUN 011-24  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

At the January 23, 2024 Regular Council Meeting, the following motion was made:

***Res. 062-24***

*MOVED by Councillor McCoy to refer HR 007 – Hiring Policy to the Policy and Governance Committee for review.*

***Motion Carried***

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Over the past month, the Policy and Governance Committee has met a number of times with Administration to review and update the policy to remove redundancies and amplify terminology.

After consultation with Legal, Administration is recommending this policy be placed under the Council category.

### ALIGNMENT WITH STRATEGIC PLAN

#### 1. Strategically Managed Infrastructure

### RECOMMENDATION (two separate motions)

To approve Hiring Policy COUN 011-24 as presented.

AND

To rescind Hiring Policy HR 007.



## Policy Statement:

The purpose of this policy is to establish guidelines regarding the hiring and recruitment of full-time, part-time, temporary, casual, or seasonal employees, so that the selection process is consistent and fair for all concerned.

### 1. Definitions

- 1.1 **Relative** shall mean any spouse, interdependent partner, child or dependent of any employee or Council member.
- 1.2 **Protected Grounds** shall mean be those set out in the *Alberta Human Rights Act* including but not limited to race, colour, ancestry, place of origin, religious beliefs, gender, physical disability, mental disability, marital status, family status, source of income, and sexual orientation.

### 2. To Hire Employees

- 2.1 The Chief Administrative Officer shall authorize the recruitment of vacant positions. Human Resources, in collaboration with the direct supervisor of the position, will be responsible for reviewing applications, short-listing candidates, interviewing suitable candidates, checking references and undertaking a letter of employment.
- 2.2 The selection process shall be based on the requirements of the job, according to the job description for the position as well as the individual's qualifications and competencies focusing on skills, training and overall ability to perform the work.

### 3. Job Posting and Advertising

- 3.1 Employment positions will be advertised by means of communication that suit the specifications of the required job qualifications for the intended purposes. Exceptions include:
  - i. A vacancy filled by an internal department promotion;
  - ii. A vacancy filled by a temporary employee or student worker who was already working in the position; or
  - iii. An approval from the Chief Administrative Officer indicating that a specific candidate may fill a vacancy without posting the position.
- 3.2 Hiring and recruitment may, but is not required to, involve the posting of a vacancy or new position within the workplace and the consideration of internal as well as external candidates.

### 4. Record Checks

- 4.1 An offer of employment will be conditional upon successful completion of:
  - i. a criminal record check
  - ii. a drivers abstract as required;
  - iii. a vulnerable sector check as required;
  - iv. an intervention record check as required.
- 4.2 The costs associated with obtaining these required checks will be reimbursed by the municipality.

## **5. Hiring Relatives of Employees (Nepotism)**

- 5.1 Relatives of the Chief Administrative Officer or Council members are not eligible for hire, with the exception of applicants for summer or seasonal positions.
- 5.2 Employees of the Town that were employed prior to the hiring of the Chief Administrative Officer or election of their relative to Council will not be disqualified for consideration in the filling of an internal departmental vacancy.
- 5.3 An employee, elected representative or appointed representative of the Town of Didsbury will not participate in any part of the selection process nor make any offer of employment where a relative is being considered for employment.
- 5.4 Any member involved in the hiring process will declare a relationship with a relative, as soon as they become aware that a relative has applied for the position.

## **6. Selection Process**

- 6.1 There shall be no discrimination based on any Protected Grounds. Individuals requesting accommodation at any point during the hiring process must make Human Resources aware of their accommodation request and work collaboratively with the Town of Didsbury to meet the needs of the applicant.

## **7. Offer of Employment**

- 7.1 The offer of employment will, at a minimum, contain the following:
  - i. Start date of employment;
  - ii. Classification of position;
  - iii. Rate of pay and compensation package; and
  - iv. Probationary requirements.
- 7.2 A full medical and/or other testing such as drug testing may be required of the successful candidate at the expense of the Town of Didsbury.

## **8. Probationary Period**

- 8.1 All newly hired employees shall be on probation for ninety (90) days at which time, a Probationary Review will be completed by the direct supervisor of that position. The employer or employee may terminate the employment contract within the probationary period without cause.

## **9. Communication with Unsuccessful Candidates**

- 9.1 Each unsuccessful candidate who was interviewed will be contacted to provide an update as to the status of their application.

## **10. Retention and Documentation Related to Recruitment and Selection**

- 10.1 All documentation related to the recruitment and selection process will be kept on file for a minimum of a year.

## **11. End of Policy**



**TOWN OF DIDSBURY POLICY # HUMAN-007**  
**POLICY NAME: Hiring Policy**  
**COUN 0011-24 – Hiring Policy**  
**Date Approved:**  
**Resolution**

TOWN OF DIDSBURY POLICY INDEX	
Policy Number:	HUMAN-007
Policy Title:	Hiring Policy
Approval Date:	April 24, 2018
Date to be Reviewed:	
Responsible Department:	Human Resources
Related Bylaws:	

**Policy Statement:**

The purpose of this policy is to establish guidelines regarding the hiring and recruitment of full-time and part-time, temporary, casual, or seasonal employees, so that the selection process is consistent and fair for all concerned. ~~This policy does not apply to casual employees.~~

**1. Definitions**

~~1.1 Committee shall mean the Coordinator of Human Resources, Manager of the vacant position and any other individual deemed appropriate to be involved in the hiring process.~~

1.1 Relative shall mean any spouse, interdependent partner, child or dependent of any employee or Council member.

~~Protected Grounds shall mean be those set out in the Alberta Human Rights Act including but not limited to race, colour, ancestry, place of origin, religious beliefs, gender, physical disability, mental disability, marital status, family status, source of income, and sexual orientation.~~

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**2. To Hire Employees**

2.1 The Chief Administrative Officer shall authorize the recruitment of vacant positions. ~~The Coordinator of Human Resources~~, in collaboration with the ~~Manager~~ direct supervisor of the position, will be responsible for reviewing applications, short listing candidates, interviewing suitable candidates, checking references and undertaking a letter of employment.

~~2.2 The selection process shall be based on the requirements of the job, according to the job description for the position as well as the individual's qualifications and competencies focusing on skills, training and overall ability to perform the work.~~

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~~2.2 The Chief Administrative Officer or designate will act as a resource person in an advisory capacity.~~

**3. Job Posting and Advertising**

3.1 Employment positions will be advertised ~~by means of communication that suit the specifications of the required job qualifications for the intended purposes. in the local newspaper for at least two (2) weeks. The Chief~~



**TOWN OF DIDSBURY POLICY # HUMAN 007**  
**POLICY NAME- Hiring Policy**  
**COUN 0011-24 – Hiring Policy**  
**Date Approved:**  
**Resolution**

~~Administrative Officer may expand the advertising of a position to include other formats and other newspapers. Advertisements will include the job title, qualifications required, description of duties and term of appointment if necessary.~~ Exceptions include:

- i. ~~1.~~ A vacancy filled by an internal department promotion,
- ii. ~~2.~~ A vacancy filled by a temporary employee or student worker who was already working in the position, or
- iii. ~~3.~~ ~~An written~~ approval from the Chief Administrative Officer ~~for~~ administration indicating that a specific candidate may fill a vacancy without posting the position.

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**TOWN OF DIDSBURY POLICY # HUMAN-007**

**POLICY NAME: Hiring Policy**

**COUN 0011-24 – Hiring Policy**

**Date Approved:**

**Resolution**

3.2 Hiring and recruitment may, but is not required to, involve the posting of a vacancy or new position within the workplace and the consideration of internal as well as external candidates.

~~3.3 The following statement regarding acknowledgement of applications: "We thank all candidates for their interest, however, only those selected for an interview will be contacted." shall be posted at the bottom of an advertisement.~~

**4. Information in Applications**

~~4.1 All applicants are expected to supply the information requested within the advertisement, and to submit the names of three (3) references that are familiar with their character and abilities.~~

**5. Record Checks**

5.1 An offer of employment will be conditional upon successful completion of:

- i. a criminal record check
- ii. a drivers abstract as required;
- iii. a vulnerable sector check as required;
- iv. an intervention record check as required.

1.2 The costs associated with obtaining these required checks will be reimbursed by the municipality.

~~a vulnerable sector check/criminal record check, as well as an intervention record check when required. The costs associated with obtaining these required checks will be reimbursed by the municipality.~~

**6. Hiring Relatives of Employees (Nepotism)**

~~6.1 For the purpose of this policy "relative" includes spouse, common-law spouse or same-sex partner, or child, who is living in the same residence of any employee or Council member.~~

~~6.2 Immediate family members of the Chief Administrative Officer or Council members are not eligible for hire. This does not apply to summer or seasonal positions. Individuals that are employed by the Town prior to the Chief Administrative Officer or Council member will not be affected if their family member is elected to Council or hired as the Chief Administrative Officer.~~

6.1 Relatives of the Chief Administrative Officer or Council members are not eligible for hire, with the exception of applicants for summer or seasonal positions.

6.2 Employees of the Town that were employed prior to the hiring of the Chief Administrative Officer or election of their relative to Council will not be disqualified for consideration in the filling of an internal departmental vacancy.

6.3 An employee, elected representative or appointed representative of the Town

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**TOWN OF DIDSBURY POLICY # HUMAN-007**

**POLICY NAME: Hiring Policy**

**COUN 0011-24 – Hiring Policy**

**Date Approved:**

**Resolution**

of Didsbury will not participate in any part of the selection process nor make any offer of employment where a relative is being considered for employment.

- 6.4 Any member involved in the hiring process will declare a family relationship, ~~as defined under the definition of a relative,~~ as soon as he/she/they becomes aware that a relative has applied for the position.

**7. Selection Process**

~~7.1 There shall be no discrimination based on any Protected Grounds. Individuals requesting accommodation at any point during the hiring process must make Human Resources aware of their accommodation request and work collaboratively with the Town of Didsbury to meet the needs of the applicant.~~

~~7.1 The selection process shall be based on the requirements of the job, according to the job description for the position. There shall be no discrimination based on any personal characteristics that are protected by human rights legislation such as race, sex, religion and disability. Disabled persons are eligible for appointment provided they are able to perform the work described in the job description. Employment decisions are based on individual's qualifications and competencies focusing on skills, training and overall ability to perform the work.~~

**8. Pre-Employment Requirements**

- ~~8.1 The Coordinator of Human Resources will contact the provided references.~~
- ~~8.2 Questions related to the Candidate's employment performance may be asked.~~

**9. Offer to Employment**

9.1 The offer of employment will, at a minimum, contain the following:

- ~~i. 1. Start date of employment~~
- ~~ii. 2. Classification of position~~
- ~~iii. 3. Rate of pay and compensation package; and~~
- ~~iv. 4. Probationary requirements~~

~~9.2 In the event that the successful candidate declines the offer of employment, the Committee may have recommended an alternate(s) at the time of the original decision on who to hire, and the committee may then proceed to the next choice if one has been duly selected.~~

9.3 A full medical may be required and/or other testing such as drug testing may be required of the successful candidate at the expense of the Town of Didsbury.

**10. Probationary Period**

10.1 All newly hired employees shall be on probation for ~~three (3)~~ ninety (90) days consecutive months at which time a Probationary Review will be completed by the ~~Manager-direct or S~~ supervisor of that ~~department~~ position. The employer or employee may terminate the employment contract within the

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probationary period without cause.

**11. Communication with Unsuccessful Candidates**

11.1 Each unsuccessful candidate who was interviewed will be contacted to provide an update as to the status of their application. receive a phone call from the Coordinator of Human Resources to advise them of the outcome. ~~Candidates that have only sent in applications but were not interviewed will receive acknowledgement of their receipt of their application, advised of where they stand and receive thanks for applying.~~

**12. Retention and Documentation Related to Recruitment and Selection**

12.1 All documentation related to the recruitment and selection process will be kept on file for a minimum of a year.

**13. End of Policy**



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Service Group Funding Policy COUN 012-24  
ORIGINATING DEPARTMENT: Corporate Services

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### BACKGROUND/PROPOSAL:

After determining the 2024 operating grants for the Town of Didsbury Library Board, the Didsbury & District Historical Society, and the Didsbury Lions Club, Council passed resolution 189-24 referring the development of a policy for the provision of operating grants to external organizations to the Financial Planning Committee.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Committee met on April 17, 2024 to discuss the Service Group Funding Policy drafted by Administration. This policy lays out the purpose of the funding and the framework for annual allotment of funding to the three groups described above.

The policy uses the 2024 funding amount on a per capita basis as the baseline, with an adjustment each year for the Alberta Consumer Price Index for all goods, as calculated by Statistics Canada, for the most recent one-year period as of January 1 of the calendar year for the budget year being addressed.

The Committee, by consensus, recommended that the policy be referred to Council as presented.

The policy is attached for Council's review.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To approve Policy COUN 012-24 Service Group Funding as presented.



**1. Policy Purpose:**

This policy establishes a framework for the Town of Didsbury to provide operational funding to three Didsbury service organizations.

**2. Policy Statement**

Embracing partnerships with service groups helps the Town to manage costs and deliver benefits that could not be achieved independently.

These service groups provide human services that shall be available for all people to use, and therefore paid on a per capita basis.

**3. Principles**

3.1 Each budget year, Council provides operational funding to the following organizations for the following purposes:

- (a) Town of Didsbury Library Board for operation of the Didsbury Municipal Library;
- (b) Didsbury & District Historical Society for operation of the Didsbury Museum; and,
- (c) Didsbury Lions Club for the operation of the Didsbury Shuttle Bus.

3.2 The annual contribution by the Town will be based on the 2024 per capita rates, which are laid out in Appendix A.

3.3 In the years following, the annual rate will be increased by the Consumer Price Index – calculated as the annual Alberta Consumer Price Index (CPI) for “all goods” as calculated by Statistics Canada for the most recent one year period as of January 1<sup>st</sup> of the calendar year for the budget year being addressed and is the same rate that is used by Mountain View County in determining the increase to shared facility funding.

**4. End of Policy**

## Appendix A

	Population (Most Recent Census)	Per Capita (2024)	Total Funding
Town of Didsbury Library Board	5,070	\$ 51.21	\$ 259,645.30
Didsbury & District Historical Society	5,070	\$ 7.10	\$ 36,000.00
Didsbury Lions Club	5,070	\$ 1.87	\$ 9,500.00



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Special Purpose Committee  
ORIGINATING DEPARTMENT: Legislative Services

---

### BACKGROUND/PROPOSAL:

At the April 9, 2024 Regular Council Meeting, the following motion was made:

***Res. 263-24***

*MOVED by Councillor Windsor*

*To amend Resolutions 201-24, 202-24, 203-24, and 204-24 to replace the words "Policy and Governance Committee" with "Special Purpose Committee".*

***Motion Carried***

Bylaw 2023-20 allows Council to establish, by resolution, Ad Hoc Committees for reviewing a specific issue; the composition is at the discretion of Council. Ad Hoc Committees are dissolved at the completion of their mandate or at the completion of the Council term.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

In accordance with the amendments to Resolutions 201-24, 202-24, 203-24, and 204-24, an Ad Hoc Committee titled, *Special Purpose Committee* will be established to address the business outlined in the aforementioned resolutions of Council.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To establish an Ad Hoc Committee titled *Special Purpose Committee* consisting of Deputy Mayor Engel, Councillor Williams, and Councillor Windsor, and that this Committee be established as of April 9, 2024, to undertake the assignments delegated by Council on this date.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Procedural Bylaw 2023-11  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Section 145 of the *Municipal Government Act* (MGA) allows Council to establish procedures to be followed by Council. In addition, Section 199 of the MGA allows Council to establish, by bylaw, provisions for Council meetings or Council Committee meetings to be conducted by electronic means. Currently, Procedural Bylaw 2023-11 provides for both of these sections.

Given that electronic participation is becoming more commonly used, Administration is recommending that the Procedural Bylaw be referred to the Policy and Governance Committee to enhance the Electronic Participation section.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is seeking to establish a procedure to better support electronic participation to facilitate more efficient and effective means of communications during Council and Committee meetings.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To refer Procedural Bylaw 2023-11 to the Policy and Governance Committee for review and recommendation to Council.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Setting Date for Economic Development Workshop  
ORIGINATING DEPARTMENT: Economic Development & Strategic Operations

---

### BACKGROUND/PROPOSAL:

To continue the visioning for Economic Development, Council is being asked to set a date for a workshop.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

This workshop will give Council the opportunity to discuss outstanding Economic Development Strategic directions as well as review the Project Plan for Didsbury Economic Development. A calendar survey was sent out to Council with the following options for dates:

- Saturday, May 11 at 10:00 a.m.
- Thursday, May 23 at 5:30 p.m.
- Saturday, May 25 at 10:00 a.m.
- Monday, May 27 at 5:30 p.m.
- Thursday, May 30 at 5:30 p.m.

The results of the survey will be presented during Council.

### ALIGNMENT WITH STRATEGIC PLAN

#### 3. Strong & Resilient Local Economy

### RECOMMENDATION

To set May \_\_\_\_, 2024 at \_\_\_\_\_ for an Economic Development Workshop.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Setting Municipal Development Plan Workshop Date  
ORIGINATING DEPARTMENT: Legislative Services

---

### BACKGROUND/PROPOSAL:

Municipal Development Plans (MDPs) are statutory planning documents that are required under Section 632 of the *Municipal Government Act*, to be adopted, by bylaw, by every municipality. The purpose of an MDP is to guide the future growth and development of the town by outlining a set of broad goals and policies to guide decisions made by the Town.

The Town has conducted a thorough review of the existing MDP (Bylaw 2012-09) and has contracted with Urban Systems to assist with the development of a new, updated MDP. During this process, public input has been collected at a number of Town events such as Sunday Funday and Showcase Didsbury, which has been considered in the development of the updated draft document.

Administration, in collaboration with Urban Systems, would like to hold a Council workshop to go over the new draft MDP with Council and gather input. We are planning to engage with the community over the summer to provide information about the new updated draft MDP prior to it coming for first reading and the setting of a public hearing.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is looking to set a Council workshop to present the updated draft MDP to Council in an informal setting and gather their input. Given the limited availability in June as a result of various conferences, Council is being asked to consider setting the MDP Workshop for Monday, June 24, 2024 at 5:30 p.m.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION

To set the Municipal Development Plan Workshop for Monday, June 24, 2024 at 5:30 p.m.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: 2024 Council Meeting Schedule Revision  
ORIGINATING DEPARTMENT: Legislative Services

---

### BACKGROUND/PROPOSAL:

At the 2023-2024 Organizational Meeting held on October 24, 2023, Council made the following motion:

#### **Res. 489-23**

*MOVED by Councillor Williams to approve the 2023-2024 Council Meeting Schedule and setting the Council 2024 summer break beginning on June 26 and reconvening on August 12.*

**Moton Carried**

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Therefore, both Regular Council Meetings are currently scheduled to take place in August: one on August 13 and one on August 27.

However, due to concerns over Council availability and rotating vacation schedules for administration, Council is being asked to consider removing the August 13, 2024 Regular Council Meeting from the Schedule.

Please see attached revised 2024 Council Calendar.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To amend the 2024 Council Meeting Schedule to remove the August 13, 2024 Regular Council Meeting.

## 2024 COUNCIL MEETING SCHEDULE

January						
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Statutory Holiday
  Council Meeting
  Council Break
  AB MUNIS Convention
  MPC



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Didsbury Curling Rink – Brine Line Repair  
ORIGINATING DEPARTMENT: Community Services

---

### BACKGROUND/PROPOSAL:

In November 2023, arena staff discovered a brine leak on the curling rink floor. Because ice was already installed and the season had begun, this leak was monitored daily to ensure continuity for the curling season. Staff were able to maintain the ice successfully, with the plan to conduct a repair once the season was complete.

In late March, once the ice was removed from the curling rink, our ice plant contractor was able to evaluate the issue. As shown in the photos below, the brine leak experienced this past season is a result of the deterioration of the supports that hold up the header piping, as part of this system. They are rusted and at least one of the supports has slipped, which resulted in the header bowing and a leak developing at one of the joins of the header piping. Additionally, during the evaluation, it was found that several of the brine lines within the floor are pinched off, again as a result of the hanger slipping.



Deteriorated hanger



Header



Full Header + Line system



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

We have been presented with two options for this repair, one of which would require capital investment, which is why it is being presented to Council for decision.

Option 1 – Repair Header System - \$20,000:

- Replacement of new hangers
- *Repairs* to the brine header piping
- Installation of isolation valves
- Fill and recharge the system
- No warranty, as this is repair only

The first option would be accommodated through the 2024 *Ice Plant budget*, and would not require capitalization of the project. There are concerns that the cost of this option could increase as the work is being conducted, due to difficulty of accessing the hangers for replacement as a result of their location underneath the brine system. Additionally, the piping is original to the facility and is brittle. There is risk in potential breakage during the brine header piping repairs, which could increase the repair costs. Finally, because of the age and condition of the system, a full replacement of the header system should be planned for in the next 3-5 years, which would mean that much of the work conducted through Option 1 may have to be removed to facilitate a full system replacement.

Option 2 – Replace Header System - \$62,500:

- Replacement of new hangers
- *Replacement* of the brine header piping
- Installation of isolation valves
- Fill and recharge the system
- Warranty

Due to the cost and work associated with Option 2, Council is asked to consider the addition of this as a capital item for 2024. This option would see the full replacement of the header system with improved products, the replacement of all hangers, and would include warranty on the work by our contractor. Option 2 would eliminate the costs of doing some work now, only to be removed at a future date when the full replacement should be planned for. These replacements would extend the life of this refrigerated floor substantially, ensuring it remains available for public use. Funding for Option 2 would be accessed from the *Didsbury Memorial Complex Reserve*, with a current value of approximately \$545,000. If Council selects Option 2, Administration would request a capital budget of \$70,000 for the project, giving a small contingency of \$7,500.

This repair, and thus the decision, is timely so that this facility can be utilized for upcoming programs like Summer Fun, Showcase Didsbury and any other requests that may come forward. Administration would like the work completed no later than June 15, and the work is anticipated to take 3-4 weeks.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

### ALIGNMENT WITH STRATEGIC PLAN

#### 1. Strategically Managed Infrastructure

### RECOMMENDATION

That Council approve Option \_\_\_\_ for the Curling Rink Brine Line repair project, valued at \$\_\_\_\_\_, to be funded from \_\_\_\_\_.

AND (*if Option 2 is selected*)

That the 2024 Capital Budget be amended accordingly.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Maple Leaf Programme – 2025 Miki Town Visit  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Since 2004, the Town of Didsbury has had a relationship with Miki Town, Japan. This relationship was started by Miki Town who wanted to find a rural community similar to Miki Town for the junior high school students to visit and gain a cultural and educational understanding of another country. In Japan, the school board/system is run by the municipality, which is why they reached out to the Town.

In 2005, the first *Maple Leaf Programme* took place. Fifteen students and three chaperones visited Didsbury for one week. During this week, the students participated in school activities and were billeted out to Westglen families and other families in the community. The Town was responsible for finding host families with the assistance of the Principal and grades seven and eight teachers at Westglen.

In 2011, the Town of Didsbury was officially twinned with Miki Town to show commitment to continuing a relationship between the two towns.

This program continued until 2019 but, since the start of the COVID-19 pandemic, the program has been on hiatus. Miki Town has now reached out to see if the Town of Didsbury could once again participate in the program.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Ms. Joann Kozi, who oversees this program in Miki Town, has approached the Manager of Legislative Services to ask if the program can take place in March of 2025. For this to happen on Miki Town's end, they need a commitment from the Town of Didsbury so they can start looking into travel arrangements and go through the student applications.

They are looking at 16 students total (eight in Grade 7 and eight in Grade 8). They are also requesting that the program be changed to take place once every two years rather than annually, due to the cost—especially with the low yen.

Miki Town Council has approved for the *Maple Leaf Programme* to take place in March 2025.

The Town of Didsbury would support the program by seeking out *Home Stay Families*, hosting a *Welcome Dinner*, and providing the rental of the Multi-Purpose Room for them to host a Saynora Party. Council and Senior Leadership would all be asked to attend these events, if possible.

Part of the Welcome Dinner is providing gifts for the students and chaperones. The total cost for Didsbury to host this program has typically been up to \$5000 for the rental of the MPR for two events, advertising, and gifts.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** *The Place to Grow.*

**Mission:** *Creating the Place to Grow.*

What are the benefits to the Town of Didsbury?

- To date, the Town of Didsbury has enjoyed hosting over 200 people to our community through this program. These visitors spend money in Didsbury and they contribute to our local economy.
- The Town of Didsbury has hosted, on three occasions, members of Miki Town Council and members of the Miki Town business community. These guests have also contributed significantly to our local economy.
- The Town of Didsbury has hosted the provincial *Alberta – Japan Twinned Communities Conference* that brought approximately fifty people to Didsbury.
- The Town has also enjoyed citizens from Miki who have read or heard about Didsbury in their local media and decided to spend part of their vacation here.

There are also benefits for the individual participants, which indirectly benefit the community:

- International exchanges help build students' self-confidence
- International exchanges help develop intellectual maturity.
- Participants develop an appreciation for their own culture and community.
- International exchanges help build a desire in students to pursue new and challenging educational experiences.
- International exchanges help improve students' abilities to communicate across cultural lines; this is an extremely worthwhile skill in today's global marketplace.
- International exchanges increase students' abilities and desire to learn to speak additional language(s).
- International exchanges increase students' senses of independence and responsibility.
- Students may use this experience to distinguish themselves from others when pursuing higher education or career opportunities.
- International exchanges expose students and all participants/community members to new perspectives and ideas about the world.

### ALIGNMENT WITH STRATEGIC PLAN

#### 3. Strong & Resilient Local Economy

#### 2. Vibrant & Connected Character Community

### RECOMMENDATION

To support the Miki Town Maple Leaf Exchange Programme taking place in March 2025, and approve \$5000 to be used towards this event with funds from the Economic Development Japanese Delegation budget.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 23, 2024  
SUBJECT: Correspondence & Information  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Correspondence received from other agencies, which may be of importance and of interest is being provided for Council's review and information.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached:

- Camrose County and CAEP invitation to Business in Blue Jeans event

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the correspondence provided as information.

Email received by Communications:

Good morning CAEP member,

Camrose County and CAEP are inviting representatives of your community council and economic development team to join us at the 'Business and Blue Jeans' event taking place on **June 12<sup>th</sup>** (Wednesday) from 9:30 AM until 3:30 PM, at the charming Cherry Lane B&B (<https://cherrylanebb.com/>) in the heart of Camrose County. Our primary objective for this event is to introduce Camrose County from an economic development perspective, build relationships, explore cooperation opportunities and share inspiring messages from great speakers.

Please have a look at the attached event details.

To register for the event, please follow this link: <https://www.eventbrite.com/e/business-blue-jeans-tickets-884959095477>

We are excited to meet you!

**caep**  
CENTRAL ALBERTA  
ECONOMIC PARTNERSHIP

**BUSINESS  
& BLUE  
JEANS**

**12  
JUNE**

**9:30 A.M.- 3:30 P.M.**

**SPEAKERS**

**KEVIN VAN LAGEN**  
*Empowering Rural Revitalization*  
An Altario School Principal and Rural Development and Education Consultant with BDO Canada LLP

**TIM CARSON**  
*Unlocking Potential in Ag Industry*  
Chief Executive Officer at Alberta Association of Agricultural Societies

**CINDY TRAUTMAN**  
*Meet Camrose County*  
Camrose County Reeve

**JAKE VERMEER**  
*Meet Camrose County*  
Chair of Camrose County Economic Development Committee

**VERMEERS' DAIRY FARM TOUR**

At 1:30 p.m., we invite you to tour Vermeers' Dairy Ltd, one of Alberta's largest and most progressive dairy farms.  
Pre-registration is required:  
[ecdev@county.camrose.ab.ca](mailto:ecdev@county.camrose.ab.ca)

**WHERE:**  
Cherry Lane B & B and Cafe  
19312 Township Road 440,  
Camrose County

**REGISTER BY JUNE 5TH, 3:30 PM / SPACE IS LIMITED**