



TOWN OF DIDSBURY AGENDA
Regular Council Meeting

Tuesday, October 22, 2024, 6:00 pm
Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
2.	<u>ADOPTION OF THE AGENDA</u>	
3.	<u>DELEGATIONS/PRESENTATIONS</u>	
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10.	<u>CORRESPONDENCE & INFORMATION</u>	51
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12.	<u>QUESTION PERIOD</u>	
13.	<u>CLOSED MEETING</u>	
	13.1 Campground Planning - as per Section 29 of the FOIP Act	
	13.2 Facility Planning - as per Section 24 of the FOIP Act	
	13.3 Mountain View Regional Water Services Commission Updates - as per Section 21 of the FOIP Act	
	13.4 23rd Street Joint Infrastructure Project with MVC - as per Section 21 of the FOIP Act	
14.	<u>RECONVENE</u>	
15.	<u>ADJOURNMENT</u>	



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: October 8, 2024 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the October 8, 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 October 8, 2024 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting held on
October 8, 2024 in Council Chambers 1606 14 Street
Commencing at 600 p.m.**

Council Members Present Mayor Rhonda Hunter
Deputy Mayor Curt Engel
Councillor John Baswick
Councillor Dorothy Moore

Council Members Absent Councillor Ethan Williams
Councillor Bill Windsor

Administration Present Chief Administrative Officer, Ethan Gerner
ACAO/Chief Financial Officer, Amanda Riley
Manager of Public Works, Adam Johnston
Economic Development Officer, Alexandra Ross
Planner, Tracey Connatty
Manager of Legislative Services/Recording Officer, Luana Smith
Legislative Services Coordinator, Jocelyn Baxter

1. CALL TO ORDER

Mayor Hunter Called the October 8, 2024 Regular Council Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Add item 8.5 RCMP Engagement

Res. 540-24

MOVED by Deputy Mayor Engel

To adopt the October 8, 2024 Regular Council Meeting Agenda as amended.

Motion Carried

3. DELEGATIONS/PRESENTATIONS – *no delegations or presentations*

4. ADOPTION OF MINUTES

4.1 September 23, 2024 Regular Council Meeting Minutes

Res. 541-24

MOVED by Councillor Moore

To adopt the September 23, 2024 Regular Council Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS *no public hearings*

6. CAO REPORT

- Development Permits issued as of October 1, 2024
- Economic Development Updates
- Proposed Speed Limit Changes Update
- Planning Updates

Res. 542-24

MOVED by Councillor Baswick

To accept the Chief Administrative Officer Report for October 8, 2024 Minutes as information.

Motion Carried

7. BYLAWS & POLICIES *no bylaws or policies*

8. BUSINESS

8.1 Parkland Regional Library Systems 2025 Budget

Res. 543-24

MOVED by Councillor Moore

To approve the Parkland Regional Library System proposed 2025 Budget, with a fee of \$9.81 per capita, an increase of \$0.63 per capita, equating to a \$2,992 (or 6.4%) increase to the Parkland Regional Library Systems budget line item, as information, and that Mayor Hunter send a letter conveying Didsbury concerns and comments.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

8.2 Naming of New Roads

Res. 544-24

MOVED by Councillor Moore

To approve the road names; Copperview Boulevard, Copperview Court and Copperview Ridge as shown on the tentative plan of subdivision for Copperview Landing Phase 1.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

Res. 545-24

MOVED by Councillor Moore

To approve the road names; Valarosa Way, 400 Valarosa Place, 500 Valarosa Place and Valarosa Garden as shown on the tentative plan of subdivision for Valarosa.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

Res. 546-24

MOVED by Councillor Moore

To approve the road names; Wellings Drive, Red Fox Drive and Bighorn Drive as shown on the tentative plan of subdivision for Wellings of Didsbury.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

8.3 By-Election

Res. 547-24

MOVED by Deputy Mayor Engel

To accept the by-election report as information, and to bring back this item to the November 12, 2024 Regular Council Meeting for a decision whether to establish a by-election.

FOR OPPOSED

Mayor Hunter	X
Deputy Mayor Engel	X
Councillor Baswick	X
Councillor Moore	X

Motion Carried

8.4 Council Assignments - Financial Planning Committee

Res. 548-24

MOVED by Deputy Mayor Engel

To appoint Mayor Hunter to the Financial Planning Committee until the October 22, 2024 Organizational Meeting.

FOR OPPOSED

Mayor Hunter	X
Deputy Mayor Engel	X
Councillor Baswick	X
Councillor Moore	X

Motion Carried

8.5 RCMP Engagement

Res. 549-24

MOVED by Deputy Mayor Engel

To approve Mayor Hunter engage with the Town of Olds and Mountain View County regarding crime reduction policing strategies.

FOR OPPOSED

Mayor Hunter	X
Deputy Mayor Engel	X
Councillor Baswick	X
Councillor Moore	X

Motion Carried

9. COUNCIL REPORTS AND MEETING HIGHLIGHTS

9.1 Council Reports for October 8, 2024

Res. 550-24

MOVED by Councillor Moore

To accept the Council Reports for October 8, 2024 as information.

Motion Carried

Res. 551-24

MOVED by Councillor Moore

To send a follow-up letter to the Minister of Immigration and Multiculturalism in regarding the meeting on September 26, 2024.

Motion Carried

10. CORRESPONDENCE & INFORMATION

- Bethany Care Foundation Annual Report

Res. 552-24

MOVED by Deputy Mayor Engel

To accept the correspondence provided as information.

Motion Carried

11. **QUESTION PERIOD**

12. **CLOSED MEETING**

Res. 553-24

MOVED by Councillor Moore

To go into Closed Meeting at 6:30 p.m. for the following items:

- 12.1 Economic Development Engagement Strategies - as per Section 29 of the FOIP Act
- 12.2 East Reservoir Project - as per Section 24 of the FOIP Act
- 12.3 Council Assignment Planning - as per Section 29 of the FOIP Act
- 12.4 Organizational Planning - as per Section 24 of the FOIP Act
- 12.5 Governance Interface - Legal Consultation and Resolution - as per Section 24 of the FOIP Act
- 12.6 CAO Performance Appraisal - as per Section 19 of the FOIP Act

Motion Carried

13. **RECONVENE**

Res. 554-24

MOVED by Deputy Mayor Engel

To return to Open Meeting at 9:16 p.m.

Motion Carried

Res. 555-24

MOVED by Deputy Mayor Engel

To accept the Economic Development Engagement Strategies update on draft promotional video, Didsbury & District Chamber of Commerce and the Central Alberta Economic Partnership as information.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

Res. 556-24

MOVED by Councillor Baswick

To approve the engineering design of a water transmission line in the amount of \$150,000 to be funded from the Water Reserve.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

Res. 557-24

MOVED by Councillor Baswick

To approve a collaborative grant application with the Town of Carstairs for the Water for Life Grant to fund the water supply line as discussed.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

Res. 558-24

MOVED by Councillor Moore

To accept the 2024-2025 Council Assignment discussion as information

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

Res. 559-24

MOVED by Deputy Mayor Engel

To approve the establishment of a Full-Time Fire Chief Position.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

Res. 560-24

MOVED by Deputy Mayor Engel

To accept the organizational update as information.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

Res. 561-24

MOVED by Deputy Mayor Engel

That Council proceed with the consultation and resolution process further to resolution 538-24 as discussed.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

Res. 562-24

MOVED by Councillor Moore

To accept the 2023 CAO Performance Appraisal update as information.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	

Motion Carried

14. ADJOURNMENT

Res. 563-24

MOVED by Councillor Baswick

To adjourn the October 8, 2024 Regular Council Meeting at 9:21 p.m.

Motion Carried

Mayor - Rhonda Hunter

Chief Administrative Officer- Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: CAO Report
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Please find attached the information for the Chief Administrative Officer (CAO) Report for October 22, 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 October 22, 2024 as information.



CAO Report –October 22, 2024

1. **Development Permits Issued** (Development Officer)

Please find attached the development officer issued permits and the MPC approval of permits as of October 15, 2024.

2. **Third Quarter Development Report** (Development Officer)

Please find attached the third quarter development permit report from the Planning and Development department.

3. **Third Quarter Municipal Enforcement** (Legislative Services)

Please find attached the third quarter municipal enforcement report.

4. **Third Quarter Report Fire Department** (Didsbury Fire Department)

Please find attached the third quarter report from the Didsbury Fire Department.

5. **Third Quarter Report Community Services** (Community Services)

Please find attached the third quarter report from the Community Services department.

6. **Request from Minister of Municipal Affairs re: Carbon Tax** (Legislative Services)

In a letter from the Minister of Municipal Affairs dated October 2, 2024, the Town was requested to submit an online survey to Municipal Affairs on "...the impact of the carbon tax on [Town] operations..."

The following data was submitted:

Direct Costs of Carbon Tax - January 1 - December 31, 2023:

Diesel, Fuel, Propane: approx. \$9,000

Heating Fuel for buildings (natural gas): approx. \$45,000

The letter from the Minister is attached in the correspondence section of the Council Meeting Agenda Package.

7. **Enhanced Holiday Lighting and Garland** (Community Services)

Administration has arranged the installation of both the enhanced holiday lighting and downtown garland to begin the week of November 18, 2024, weather dependent.

For the enhanced lighting, we are in Year two of our agreement with Five Star Holiday Décor, at a cost of \$9744.06. This price reflects a 20% discount in Year Two, or \$2143.77 in savings. We will realize a 10% discount in 2025, the final year of our agreement. Due to the substantial discount this year, we have added additional lighting to the shrubs at the front of the Train Station.

Our downtown garland will be installed during the same time frame by local company, Dave's Tree Care.

The holiday banners will be installed by our Public Works department around November 21-22, again weather dependent.

Plans for removal of all lighting and garland are scheduled for mid-January.

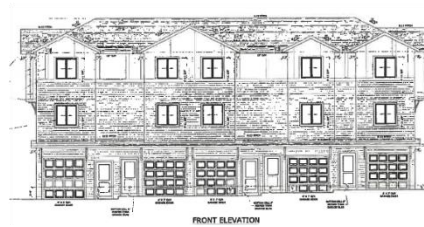
CAO Report: Planning & Development

Development Officer (Permitted Use) Decisions

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
DP 24-073	2311 – 24 Avenue	Accessory Building, Garage	Elite Builders c/o Joe Anderson (a) Coulter, Wade (o)	Oct 4, 2024
DP 24-062	9 Park Lane	Dwelling, Row House (6 plex)	Jonboyz Construction Inc. (a/o)	Oct 7, 2024
DP 24-063	10 Park Lane	Dwelling, Row House (6 plex)	Jonboyz Construction Inc. (a/o)	Oct 7, 2024
DP 24-064	11 Park Lane	Dwelling, Row House (6 plex)	Jonboyz Construction Inc. (a/o)	Oct 7, 2024
DP 24-065	12 Park Lane	Dwelling, Row House (6 plex)	Jonboyz Construction Inc. (a/o)	Oct 7, 2024
DP 24-066	13 Park Lane	Dwelling, Row House (6 plex)	Jonboyz Construction Inc. (a/o)	Oct 7, 2024
DP 24-067	14 Park Lane	Dwelling, Row House (6 plex)	Jonboyz Construction Inc. (a/o)	Oct 7, 2024
DP 24-068	1 Valarosa Park	Dwelling, Row House (5 plex)	Jonboyz Construction Inc. (a/o)	Oct 8, 2024
DP 24-069	3 Valarosa Park	Dwelling, Row House (5 plex)	Jonboyz Construction Inc. (a/o)	Oct 8, 2024
DP 24-070	5 Valarosa Park	Dwelling, Row House (5 plex)	Jonboyz Construction Inc. (a/o)	Oct 8, 2024
DP 24-071	7 Valarosa Park	Dwelling, Row House (5 plex)	Jonboyz Construction Inc. (a/o)	Oct 8, 2024
DP 24-072	9 Valarosa Park	Dwelling, Row House (5 plex)	Jonboyz Construction Inc. (a/o)	Oct 8, 2024

DP 24-062 to DP 24-067– Dwelling, Row House 6 plex on the east side of Lot 73

DP 24-068 to DP 24-072 – Dwelling, Row House 5 plex on the west side of Lot 73



Municipal Planning Commission (Discretionary Use) Decisions:

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE	APPEAL PERIOD ENDS
DP 24-058	2037 – 24 Avenue	Change of Use – Care Facility (Child)	Didsbury Kidz Academy c/o Rashiv Garg (a) The Synod of the Diocese of Calgary (o)	Oct 9, 2024	Oct 30, 2024 at 4:30 p.m.
DP 24-059	1601 – 15 Avenue	Shipping Container (Large)	Tim Sabo (a) Shidoni Building Group Ltd. (o)	Oct 9, 2024	Oct 30, 2024 at 4:30 p.m.

DP 24-058 Change of Use Care Facility (Child) Didsbury Kidz Academy – daycare for 90 children aged 12 months to 6 years





PLANNING & DEVELOPMENT SERVICES
2024 Quarterly Planning & Development Report (Q3)
 (Jul 1 – Sept 30)

Prepared for the Regular Council Meeting

PRINCIPAL DWELLING UNITS

	Q1	Q2	Q3	Q4	2024
<i>Permits: Principal Dwelling Units</i>	0	3	5		8
<i>Total Construction Values [in \$ millions]</i>	0	0.705	1.6888		2.3938
<i>Date of First Permit Issued</i>	0	Apr 9	Jul 11		Apr 9
<i>Date of Last Permit Issued</i>	0	Jun 11	Sept 9		Sept 9

ACCESSORY BUILDINGS, STRUCTURES & OTHER USES

	Q1	Q2	Q3	Q4	2024
<i>TOTAL: Permits Issued for Accessory Buildings/Structures, Additions, Decks, Demolitions & Secondary Suites</i>	2	11	12		25
<i>TOTAL: Construction Values [in \$ millions]</i>	0.059	0.1772	0.341		0.5772

Breakdown of Accessory Buildings/Structures, Additions, Deck, Demolition & Secondary Suites

<i>Accessory Buildings/Structure</i>	Q1	Q2	Q3	Q4
<i>Garage</i>	0	2	0	
<i>Sheds</i>	0	0	1	
<i>Gazebos</i>	0	0	1	
<i>Greenhouse</i>	0	1	0	
<i>Additions</i>	Q1	Q2	Q3	Q4
<i>Dwelling</i>	1	0	0	
<i>Garage</i>	0	0	0	
<i>Commercial</i>	0	0	1	
<i>Institutional</i>	0	0	0	
<i>Industrial</i>	0	0	0	
<i>Deck/Sunroom</i>	0	1	1	
<i>Decks</i>	Q1	Q2	Q3	Q4
<i>Deck</i>	1	5	3	
<i>Covered Deck</i>	0	0	2	
<i>Demolitions</i>	Q1	Q2	Q3	Q4
<i>Demolition</i>	0	2	1	
<i>Secondary Suites</i>	Q1	Q2	Q3	Q4
<i>External Secondary Suite</i>	0	0	0	
<i>Internal Secondary Suite</i>	0	0	2	



PLANNING & DEVELOPMENT SERVICES
2024 Quarterly Planning & Development Report (Q3)

(Jul 1 – Sept 30)

Prepared for the Regular Council Meeting

MISCELLANEOUS

	Q1	Q2	Q3	Q4	2024
<i>Temporary Shipping Container</i>	1	1	2		4
<i>Temporary Pop Up Patio Library Garage Sale</i>	0	1	0		1
<i>Remediation/Landscaping</i>	0	1	0		1

HOME OCCUPATIONS

	Q1	Q2	Q3	Q4	2024
<i>Home Occupations</i>	0	0	0		0

VARIANCES GRANTED

	Q1	Q2	Q3	Q4	2024
<i>Parking Variance</i>	0	0	0		0
<i>Setback Variance</i>	0	0	0		0

Variations included in above Dwelling Permits (these numbers not to be added to permit totals)

COMMERCIAL RETAIL UNITS

	Q1	Q2	Q3	Q4	2024
<i>Permits: New Commercial Retail Units</i>	0	1	0		1
<i>Total Construction Values [in the \$ millions]</i>	0	0.1	0		0.1
<i>Date of First Permit Issued</i>	-	Jun 6	-		Jun 6
<i>Date of Last Permit Issued</i>	-	Jun 6	-		Jun 6

Change of Use	Q1	Q2	Q3	Q4	2024
<i>Change of Use Business (new businesses in existing building)</i>	3	2	6		11
<i>Change of Intensification (ex: increase in number of kids in a daycare)</i>	0	0	0		0

Signage	Q1	Q2	Q3	Q4	2024
<i>Signage</i>	5	3	1		9

LAND USE APPLICATIONS & APPEALS

Subdivisions	Q1	Q2	Q3	Q4	2024
<i>Subdivisions Approved</i>	2	1	0		3

Redesignations	Q1	Q2	Q3	Q4	2024
<i>Redesignations Approved</i>	0	1	0		1



PLANNING & DEVELOPMENT SERVICES
2024 Quarterly Planning & Development Report (Q3)
 (Jul 1 – Sept 30)

Prepared for the Regular Council Meeting

Subdivision & Development Appeals	Q1	Q2	Q3	Q4	2024
<i>Development Appeals</i>	0	0	0		0

COMPLIANCE CERTIFICATES

Certificates of Compliance	Q1	Q2	Q3	Q4	2024
<i>Certificates of Compliance Issued</i>	6	17	10		33

Though not fully accurate, the number of Compliance Letters issued is a reflection of real estate activity in the town as the issuing of a Compliance Letter often accompanies the selling of a property.

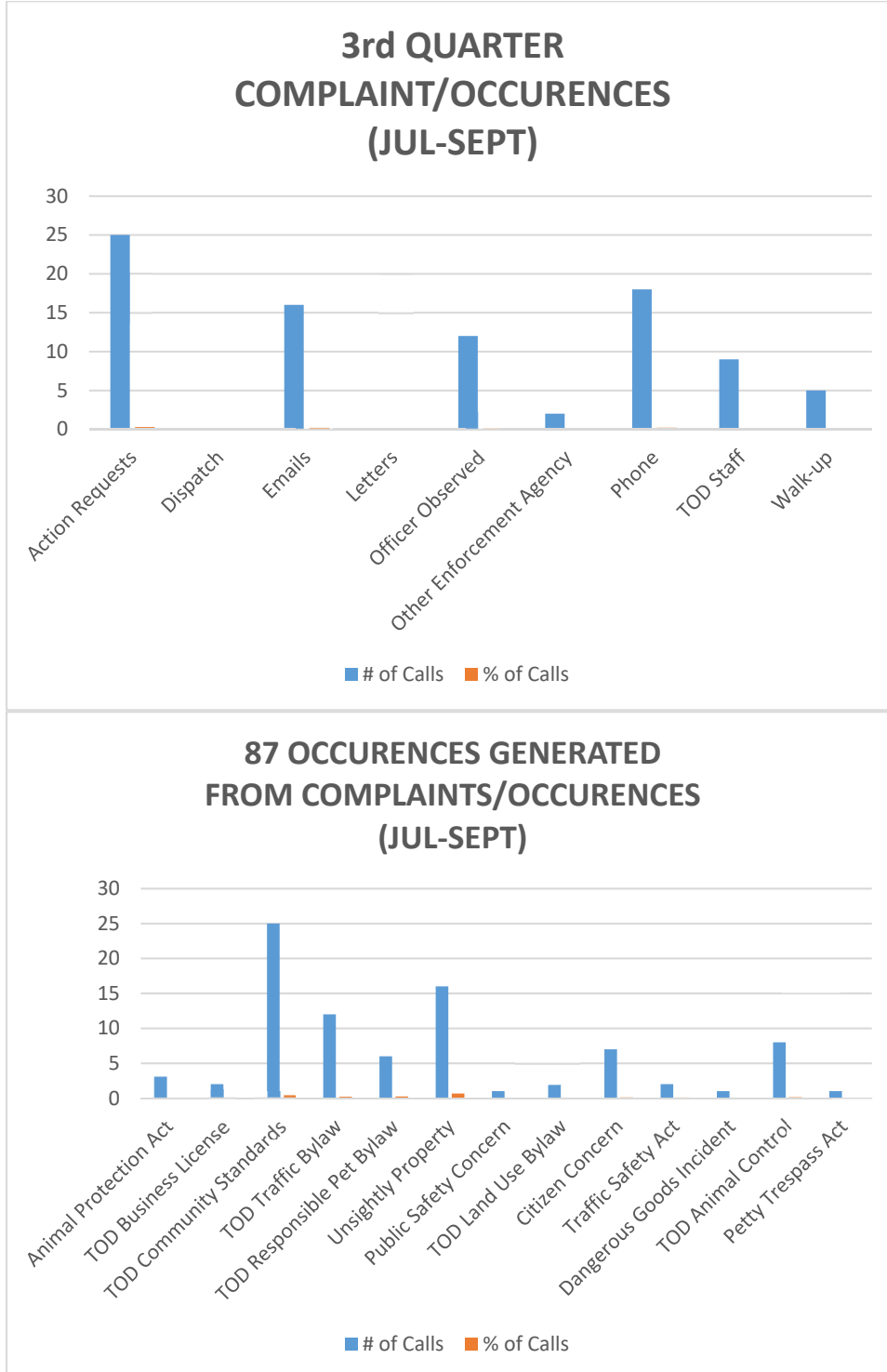


Town of Didsbury Municipal Enforcement Third Quarter Report – July 01. 2024 to September 30. 2024

The Municipal Enforcement Team responded to 87 Reports in the Third Quarter.

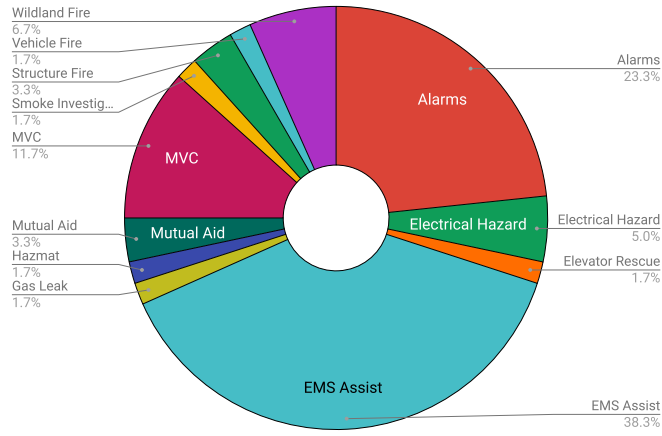
- 68 concluded
- 4 still under investigation
- 1 forwarded to other agency
- 5 unfounded
- 5 unsolved

Below is a graph showing the Reports by the Type of Occurrence:

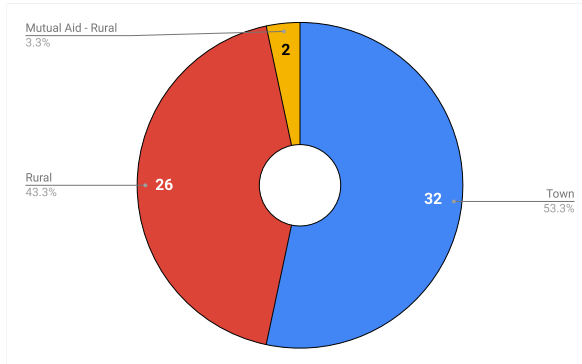


Didsbury Fire Department 2024 Response Totals Third Quarter - July 1 to September 30

Type	Total
Aircraft Emergency	0
Alarms	14
Citizen Assist	0
Electrical Hazard	3
Elevator Rescue	1
EMS Assist	23
Extrication	0
Gas Leak	1
Hazmat	1
Lightning Strike	0
Mutual Aid	2
MVC	7
Odour Investigation	0
Outside Fire	0
Smoke Investigation	1
Structure Fire	2
Train Collision	0
Vehicle Fire	1
Wildland Fire	4
Total	60

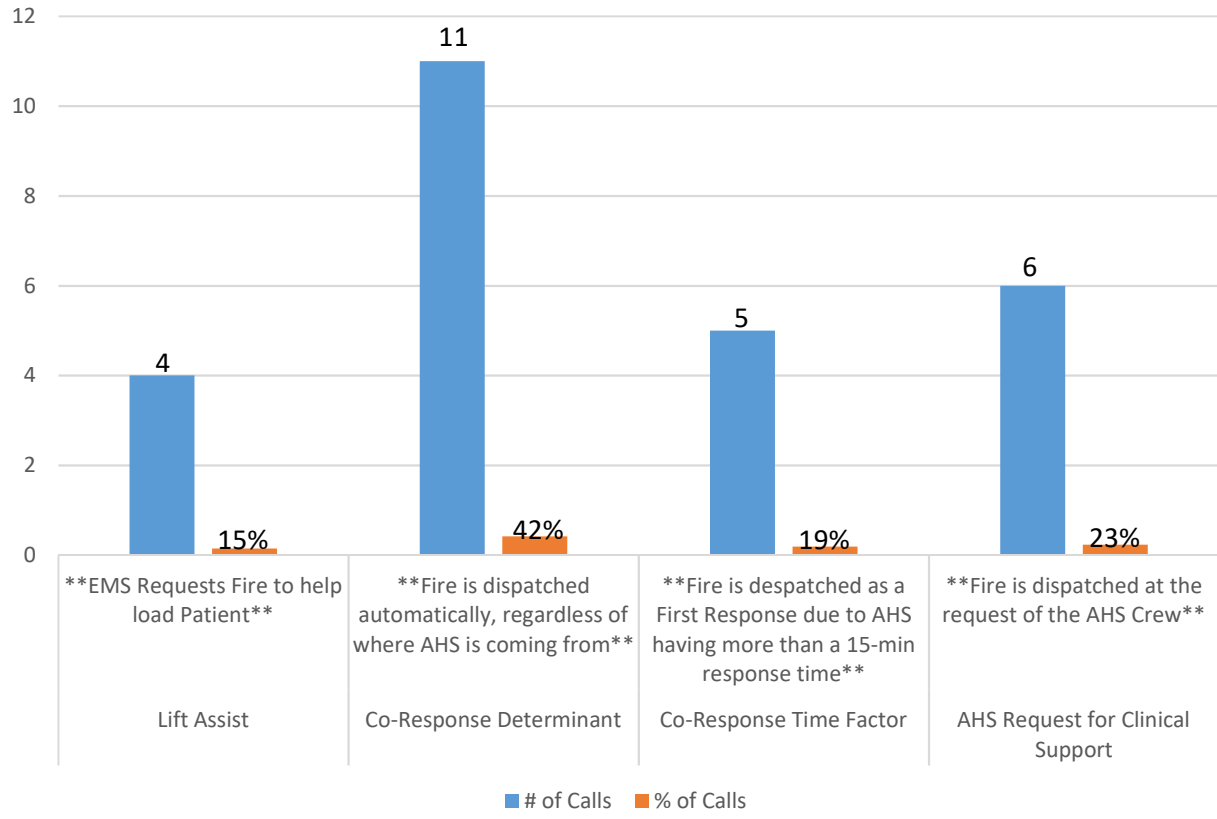


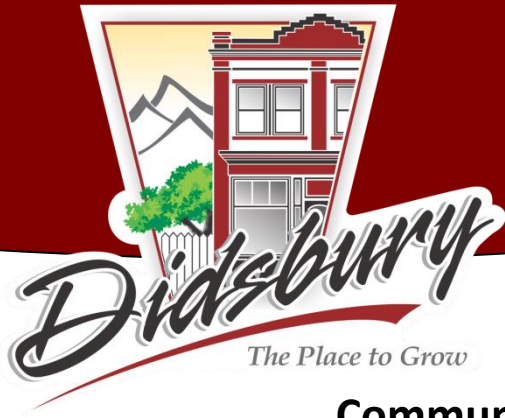
Call Location	Total
Town	32
Rural	26
Mutual Aid - Rural	2
Mutual Aid - Urban	0
Total	60



MEDICAL RESPONSE-2024 Q3							
Incident #	Lift Assist	Co-Response Determinant	Co-Response Time Factor	AHS Request for Clinical Support	Call Duration	ABT Rate (\$720-hr)	
2024-133-T	1				0.250	180.00	
2024-136-R		1			1.000	720.00	
2024-138-R		1			0.500	360.00	
2024-139-R		1			1.000	720.00	
2024-142-T				1	2.500	1,800.00	
2024-143-R		1			0.000	-	
2024-154-T		1			0.500	360.00	
2024-156-T			1		0.000	-	
2024-157-T		1			0.250	180.00	
2024-158-T		1			0.000	-	
2024-159-T				1	0.500	360.00	
2024-162-R		1			0.250	180.00	
2024-168-R		1			1.000	720.00	
2024-169-R	1				1.000	720.00	
2024-172-T			1		1.000	720.00	
2024-173-T			1		0.750	540.00	
2024-175-T				1	0.500	360.00	
2024-178-R		1			1.250	900.00	
2024-179-T	1				0.750	540.00	
2024-180-T	1				0.500	360.00	
2024-185-R				1	0.750	540.00	
2024-186-R			1		0.000	-	
2024-187-T				1	0.750	540.00	
						-	
							\$ 10,800.00
	Lift Assist	Co-Response Determinant	Co-Response Time Factor	AHS Request for Clinical Support			
	EMS Requests Fire to help load Patient	**Fire is dispatched automatically, regardless of where AHS is coming from**	**Fire is dispatched as a First Response due to AHS having more than a 15-min response time**	**Fire is dispatched at the request of the AHS Crew**			
TOTALS	4	10	4	5			
	17%	43%	17%	22%			
	3RD QRT TOTAL MEDICAL CALLOUTS:		23	38%	of Q3 Total Callouts		
	3RD QRT TOTAL CALLOUTS:		60				

Q3 Medical Callouts (Jul-Sept)
 38% (23 Calls) of Total 60 Calls





Report to the CAO

Community Services Q3 Report 2024

2024 CAPITAL PROJECTS

The third quarter of 2024 was very busy with capital improvements within the Community Services department.



PARKS MOWER

A new John Deere Z994R was purchased for the Parks department in March 2024, replacing an older similar model. We received delivery of the new mower in late April 2024.

The budget for this item was set at \$30,000 and the actual cost of this purchase was \$26,640.

SOUTHRIDGE PLAYGROUND

The replacement of the Southridge Playground reached completion in early August. This project saw a new playground structure, three stand-alone play piece, two picnic tables and two benches installed at Southridge Park.

The budget for this project was \$65,000 and the final costs for the project were \$62,192.





CURLING RINK HEADER REPLACEMENT

This project saw the replacement of the header system for the refrigerated floor in the Curling Rink. Work began in April 2024 and the project reached completion in the first week of July 2024.

The budget for this project was \$70,000 and the final project costs were \$67,885.

AQUATICS

The Didsbury Aquatic Centre continued to see significant use throughout the summer months, with summer swim lessons, Summer Fun rentals and other programs being very well-attended. September brought the return of school board swim lessons and our facility will host students from Didsbury, Carstairs and Cremona throughout the 2024/25 school year.

A one-week shutdown of the pool was held the first week of September, during which time planned repairs occurred, as well as minor maintenance and deep cleaning. We do have one outstanding 2024 repair to complete, which will be occurring October 30 and 31. This repair will result in daytime closures of the facility. Our regular users have been notified and advertising will also take place. We will reopen to public programs each of those afternoons at 3:30 pm.

ARENA

In August 2024, the Didsbury Arena was once again host to two hockey camps – the Mountain View Colts camp and to Edge Hockey School, a camp operated by former NHL player Jason Jaffray. The Edge Hockey camp was a full-facility rental for the Town, with use of both arena surfaces, the MPR and the pool during this week-long camp. We look forward to hosting these camps again in 2025!

August and September's pre-season at the arena was exceptionally busy this year, as well. We have already hosted two tournaments this year, with four more to go this coming season. We are seeing significant growth in our Leisure Ice bookings, as well as through our public programs.

COMMUNITIES IN BLOOM

On July 19, two provincial CiB judges visited Didsbury for our annual tour and were welcomed by Mayor Hunter, staff, CiB committee members and Didsbee! A full-day tour of the community was conducted with stops at the Museum, Complex, Memorial Park, campground and other areas of interest. We are awaiting the results of our 2024 judging and once received, they will be shared with Council



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: COUN 011-24 Sale & Acquisition of Land and Expropriation (SALE) Policy
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the May 28, 2024 Regular Council Meeting, Council referred the Land Sale Policy to the Policy and Governance Committee for review and recommendation.

As this is a new policy, there is no marked-up policy attached.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The policy integrates a new process for the sale of municipally-owned property, acquisition of land by the municipality, and expropriation. The process for land sale and acquisition establishes a clear process for the initiation, implementation, and execution of the sale of municipally-owned land.

Initiation: A motion of Council is required to explore or initiate the process of acquiring and/or selling any parcel of municipally-owned land.

Implementation: The Town will utilize a realtor for the sale or acquisition of property on behalf of the Town.

Execution: A motion of Council is required to sell, acquire, or expropriate any parcel of land.

With regards to expropriation, the Town will follow the process and procedures in accordance with the *Municipal Government Act (MGA)* and *Expropriation Act*.

This policy does not apply to: property leases or licence agreements, the acquisition of land pursuant to Section 661 of the *Municipal Government Act*, or acquisition and disposal of property through tax arrears pursuant to Part 10 of the MGA.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve COUN 011-24 Sale & Acquisition of Land and Expropriation Policy as presented.

OR

To refer COUN 011-24 Sale & Acquisition of Land and Expropriation Policy back to the Policy and Governance Committee with recommended amendments.



POLICY STATEMENT:

This policy sets forth the principles that shall govern the sale, acquisition, or expropriation. For the purposes of this policy “land” shall mean the definition of “property” as defined in the *Municipal Government Act R.S.A 2000 c. M-26*.

1. LAND SALES

- 1.1 Council shall identify, by resolution, the lands that are to be considered or listed for sale.
- 1.2 A property appraisal shall be undertaken for the lands to be sold. Assessment information of the lands shall also be acquired.
- 1.3 In addition, a report shall be brought back to Council with the following information:
 - i. brief description of relevant information of the property;
 - ii. Assessment information;
 - iii. Land zoning Information;
 - iv. Land Title Information, including information about any caveats on the land.
- 1.4 If Council decides to continue with the plan to sell, the Town shall go to open market through a Request for Proposal process to select a realtor to undertake the sale on behalf of the Town. The realtor shall gather offers for purchase and ensure they include clear information in a presentation to Council.
- 1.5 Any agreement may be based on conditions, at the discretion of Council on such matters as timely development, type of development and so forth.
- 1.6 Council shall have sole discretion in awarding the successful offer to purchase.
- 1.7 Council must approve the deposit required for the land sale, but generally will be 10%. The deposit required for the sale of the land will be set by Council upon posting of the land for sale.
- 1.8 The land sale agreement shall be reviewed and approved by motion of Council and shall be signed by the Mayor and CAO.

2. LAND ACQUISITION

- 2.1 When the Town is interested in acquiring land, Council shall provide that direction regarding exploration through a resolution of Council.
- 2.2 All land acquisition must be approved by resolution of Council and addressed in the capital budget.
- 2.3 Council may consider:
 - i. brief description of relevant information of the property;
 - ii. appraisal of the property, completed within the last six months;
 - iii. Assessment information;
 - iv. Land zoning Information;
 - v. Land Title Information, including information about any caveats on the property
- 2.4 Land Acquisitions may be undertaken via a blind purchase via a realtor.

3. EXPROPRIATION

- 3.1 Administration will advise Council of land identified for potential expropriation for the purposes specified in the *Municipal Government Act*.
- 3.2 The Town shall follow the procedure for expropriation as outlined in the *Expropriation Act*.
- 3.3 In accordance with the *Municipal Government Act* and the *Expropriation Act*, Council shall be the approving authority of an expropriation and will authorize expropriation by motion of Council.
- 3.4 The budget for expropriation may be considered during budget deliberations, and amended as required, by motion of Council.

4. FINANCIAL

- 4.1 Expenses for professional services incurred in relation to the consideration of the sale or acquisition of land will be approved by motion of Council and determined on an individual basis.
- 4.2 Where funds are received from a sale of land, the proceeds from the sale shall be applied as follows:
 - i. Payment of professional fees including but not limited to costs for legal and realtor services;
 - ii. Payment of all outstanding land sale expenses; and
 - iii. All remaining proceeds from the sale of land will be dealt with on an individual basis and approved by motion of Council.

5. OTHER

- 5.1 A motion approving acquisition of land should include the following, and any other relevant information in addition to that specified below:
 - i. The municipal and/or legal land address;
 - ii. The value of the purchase; and
 - iii. The way in which the purchase will be funded.
- 5.2 Upon the close of the sale or acquisition of land, the following information may be included in a Press Release and/or in a Council Meeting Agenda Package:
 - i. The municipal and/or legal land address;
 - ii. The value of the sale;
 - iii. The date the sale closes; and
 - iv. In the case of acquisition, any mutually agreed to conditions of sale.
- 5.3 This policy does not apply to:
 - i. Property Lease or Licence Agreements between the Town and any third party;
 - ii. The acquisition or disposal of property by way of land dedications arising from subdivision pursuant to Part 17 of the MGA, including but not limited to land for roads, public utilities, environmental reserves, municipal reserve, or school reserve;
 - iii. The acquisition and subsequent disposal of property through tax arrears pursuant to Part 10 of the MGA.
 - iv.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: Bylaw 2024-11 Council Procedural Bylaw
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council granted first reading to Bylaw 2024-11 at the September 23, 2024 Regular Council Meeting and referred the bylaw to the Policy and Governance Committee for review and recommendation.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Since first reading, the Committee made changes to Section 27.3 to provide greater clarity and a simplified process for dealing with disruptions to meeting decorum.

In addition, the Committee added a section under Part 5: Council Meeting Business which provides clear guidelines as it pertains to Points of Order. Sections 29 through 32 specify how Points of Order will be brought, ruled on, and challenged at the Council table.

All changes made since first reading are noted in red font on Bylaw 2024-11 attached.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To grant second reading to Bylaw 2024-11 Council Procedural Bylaw and refer it to the Policy and Governance Committee for review and recommendation.

TOWN OF DIDSBURY
COUNCIL PROCEDURAL BYLAW 2024-11

A BYLAW OF THE TOWN OF DIDSBURY TO ESTABLISH RULES AND PROCEDURES FOR THE CONDUCTING OF ORDERLY COUNCIL MEETINGS, COMMITTEE MEETINGS, AND PUBLIC HEARINGS.

The Council of the Town of Didsbury enacts the following:

PART 1: PURPOSE

1. The purpose of this bylaw is to establish rules to follow in governing Town of Didsbury Council Meetings.
2. The following meetings are carried out in accordance with the *Municipal Government Act* RSA C-M26:
 - 2.1 Regular Council Meetings
 - 2.2 Special Council Meetings
 - 2.3 Organizational Meeting
 - 2.4 Public Hearings
 - 2.5 Closed (in-camera) Meetings
3. All references to Chief Administrative Officer (CAO) will be taken to also mean any designate as directed by the CAO.

PART 2: APPLICATION

Paramount Rules

4. If the provisions in any other bylaw conflict with the rules in this Bylaw, this Bylaw will prevail.

PART 3: MEETING FRAMEWORK

Meeting Chair

5. The Mayor shall be the Chair of all Council Meetings unless absent, and in that event, the Deputy Mayor will act in their stead. Where both the Mayor and Deputy Mayor are absent, Council shall appoint one of the remaining members to Chair that meeting by motion.

Meeting Dates and Times

6. The days and times of Regular Council Meetings shall be set by resolution at the Organizational Meeting each year. Other meetings as needed may be set by motion of Council.
7. The meeting schedule may be amended in any way, including the addition or cancellation of meetings, by motion of Council.

Electronic Devices

8. Only Town issued devices are to be accessible and used by Council members during all in-person meetings/committees of Council, other than for such uses as allowed by the Chair. All personal devices shall be turned off and put away unless their use is authorized by the Chair.

Councillor Seat Selection

9. Council seating positions are at the discretion of Council.
 - 9.1 At the Annual Organizational Meeting, Council may change seating positions by random draw.
 - 9.2 The Deputy Mayor will sit directly adjacent to the Mayor.
 - 9.3 Any Council member may request a seating change by requesting this as an agenda item through the process outlined above.

Quorum

10. The majority of all the Councillors that comprise the Council shall establish a quorum.

Meeting Length & Unfinished Business

11. Regular Council meetings that reach the four (4) hour mark will adjourn to the next day or a date and time designated by motion.
12. Council may, by motion, defer all or some of the remaining business of Council to the next regularly scheduled meeting of Council.

PART 4: ELECTRONIC PARTICIPATION

Meeting by Electronic Means

13. The following types of meetings must be conducted on any virtual forum facilitated by administration if decided upon:
 - 13.1 by resolution of Council for Council meetings or workshops;
 - 13.2 by consensus of a Council Committee;
 - 13.3 by the Chief Elected Official for a Special Council Meeting;
 - 13.4 by default for a Public Hearing under Part 17 of the *Municipal Government Act*.
14. The hyperlink to the virtual meeting will be posted to the Town Website prior to commencement, with the exception of meetings that are closed to the public pursuant to the *Municipal Government Act* and *Freedom of Information and Protection of Privacy Act*.
15. The meeting chair shall verbally:
 - 15.1 identify Council member(s) attending the meeting electronically;
 - 15.2 indicate the means by which they are doing so, and;
 - 15.3 confirm that each Council member has voted, either in-favour or against, on all motions.
16. All virtual attendees of any meeting must remain in a stationary, quiet setting that commands their attention. Any participant deemed by the chair to be participating in an improper or disruptive manner may be removed.
17. All virtual attendees at a public hearing shall remain muted until such time as they are called upon by the Chair to speak.

Electronic Participation in Meetings

18. Council members are expected to attend Regular Council Meetings and Council Committee meetings at the meeting's designated location, unless unavoidable circumstances arise.
 - 18.1 Should such circumstances arise, Council members may request to participate in an in-person meeting by means of any form of virtual, or telephone participation, and will be deemed to be present at the meeting.
 - 18.2 The recording officer must be given a minimum of three hours' notice to facilitate electronic participation.
19. All virtual attendees participating in closed meeting discussions must verbally confirm that they are participating alone and confidentially.

PART 5: COUNCIL MEETING BUSINESS

Order of Business

20. The order of business at a meeting is the order of the items on the agenda except:
 - 20.1 When a previous meeting has been adjourned for lack of a quorum and no special meeting has been called to deal with the business of the adjourned meeting, the agenda items from the adjourned meeting must be dealt with before any items on the current agenda;
 - 20.2 When Council alters the order of business for the convenience of the meeting by motion.

Administrative Inquiries

21. Council members will make administrative inquiries during the CAO Report portion of Council meetings, and be approved by motion for any administrative follow up.

Livestreaming

22. Council meetings and Committee of the Whole shall be livestreamed during the meeting, and/or digitally recorded, and access thereto will be made available on the Town of Didsbury website thereafter.

Meeting Decorum

23. The Chair presides over the meeting and all comments and questions shall be addressed through the Chair. This includes members of Council and other participants and delegations, who will not speak until recognized by the Chair.
 - 23.1 All members wishing to speak to a matter will notify the chair by raising their hand and will hold their peace until called upon. Council members will not be disruptive or disrespectful.
24. The Council member making a motion shall have the first right to speak to the motion.
25. Council members may speak twice to a motion, and may only speak a second time after everyone who wishes to speak has spoken a first time. After a member has spoken twice to a matter, they will not be called upon to speak again unless providing new information to the motion.
26. Comments or questions must be relative to the motion or matter being considered.
27. Those speaking will address their comments and questions to the chair.
 - 27.1 Council members will not engage in side conversations with other members, while others have the floor during debate, nor be disruptive in their behaviours to the Chair or the decorum of the meeting.
 - 27.2 Council members will be respectful of the will of the majority of Council and will not verbally attack or threaten or attempt to intimidate them for decisions they disagree with. Council members who engage in such behaviours will be asked to leave the meeting.
 - 27.3 Members who persist in being disruptive and disrespectful to the Chair's ability to keep order will be asked to leave the meeting. **If the member in question refuses to leave the meeting upon request, Council may:**
 - a) **make a motion to request the council member leave the meeting;**
 - b) **call a recess; or**
 - c) **adjourn the meeting.**
28. A Council member may, at any time, make a motion to call for the vote. Such motions are not debatable and require two-thirds majority vote to pass. If passed, the vote will immediately be called.

Points of Order

29. Any Member of Council, who is not acting as chair, may raise a point of order as it pertains to a perceived violation of any Council procedures or meeting decorum.
30. The Mayor shall rule on any point of order that may arise.
31. The Mayor may consult the Chief Administrative Officer when reviewing a point of order.
32. The member raising the point of order may appeal the ruling of the Mayor to Council who will render their decision by resolution of Council.

Council Assignment Reports

33. Each Council member will be provided up to three (3) minutes for the purpose of providing a verbal update on their current Council assignments.
 - 33.1 Council members may provide a written report in lieu of a verbal report.
34. Any action required as a result of a Council Report shall be brought forward as a separate business item.
35. Council members attending conventions, educational sessions and other professional development sessions shall provide a written report outlining the highlights of the event within 2 weeks of attending for inclusion in the next Regular Council Meeting Agenda.

PART 6: MEETING AGENDAS AND MINUTES

Agenda Format

36. The agenda and legislative schedule are planned by the CAO in consultation with the Mayor, in accordance with the needs of Council, Administration and the business of the Town.
 - 36.1 As an administration process, Council members who wish for a matter to be included on an agenda will submit the item to the Mayor and CAO, for inclusion on the agenda.
37. Items will not be included on the agenda that are:
 - 37.1 Re-addressing of a previously heard issue, where there is no new information being brought forth;
 - 37.2 Administrative in nature;
 - 37.3 Unrelated to Council business or the governance of the town or not in the scope of local government responsibilities and powers.
38. The agenda sets forth the order of business for a given meeting and will follow in accordance with the motion of Council that adopts the agenda at the start of the meeting.

Agenda Distribution

39. The CAO will ensure copies of the agenda are available to Council members before each regular Council meeting (generally two (2) business days before the meeting).

Adoption of Agenda

40. Council members wishing to add additional items will provide context to the matter being presented. These proposed additions to the agenda will be voted on separately.
 - 40.1 A member must give sufficient detail so that the subject of the motion and any proposed action can be determined.

40.2 Council members may provide advance notice to the Council of their intent to request to add an item by providing a notice of motion to the Mayor and CAO prior to the meeting. The notice will contain background and contextual information to the matter that the member would like the rest of Council to consider. The Mayor and CAO will distribute the notice to the other members of Council prior to the meeting. The item will then be considered in accordance with the above process.

41. Council will vote to adopt the agenda prior to transacting other business and may by motion:

- 41.1 Add new items to the agenda;
- 41.2 Delete any matter from the agenda;
- 41.3 Revise the order of business on the agenda.

Preparation of Minutes

42. The CAO will ensure that Council minutes are taken and prepared, in accordance with the *Municipal Government Act*.

Adoption of Minutes

43. The minutes of each meeting will be circulated, prior to the meeting, as part of the agenda package for which they are to be adopted. Council will do one of the following:

- 43.1 Pass a motion adopting the minutes if there are no errors or omissions;
- 43.2 If there are minor errors or omissions, Council shall make a motion to adopt the minutes as amended;
- 43.3 If there are major errors or omissions, the minutes shall be deferred to the following meeting.

PART 7: PERSONS WISHING TO ADDRESS COUNCIL (Delegations)

44. If a person wishes to speak to Council on any matter, that person must notify Administration in writing and must state the reason for the request to speak. The written request must include an outline of the issue to be addressed, along with any pertinent background information, and an overview of any action being requested of Council.

45. A request will be deemed to not be appropriate if the matter is:

- a) Re-addressing a previously heard issue, where there is no new information being brought forth;
- b) Administrative in nature;
- c) Unrelated to Council business, or the governance of the town, or not in the scope of local government responsibilities and powers;
- d) Self-promoting or politicking, or a sales pitch;
- e) Incoherent; or Libelous, impertinent or improper.

46. Generally, delegations will have up to 10 minutes to speak; however, their time will be at the discretion of the chair.

Council Consideration of Request

47. If a person appears at a Council meeting wishing to speak to Council without having given prior notice, Council may:

- 47.1 Choose to add them to the "Delegation" portion of the agenda by unanimous motion;
- 47.2 If such request is not approved by unanimous motion, the person will not be allowed to speak.

PART 8: COUNCIL ASSIGNMENTS

48. Only the primary Council member appointed to a specific assignment (or their appointed alternate, if acting in their absence) may act, speak, or vote on a matter. They may not delegate this appointed responsibility to anyone else.
49. Where there are budgetary implications, Council members must have the approval of Council, by motion, to put their name forward to take on any additional responsibility or role within their appointed assignment.
50. Council Meetings shall take priority over all other council appointed assignments.

PART 9: REPRESENTING COUNCIL

Public Comments on Council Business

51. Unless Council directs otherwise, the Mayor is Council's official spokesperson and in the absence of the Mayor, it is the Deputy Mayor.
 - 51.1 This includes commenting publicly or on social media about Council decisions or the business conducted at Council meetings. Councillors will refrain from publicly commenting on the decisions of Council or on administrative recommendations and will defer all such comments to the Mayor or Council's official spokesperson.

Public Events

52. The Mayor (Chief Elected Official) is the official representative and spokesperson for Council and the Town at public events and will perform official duties as required. If the Mayor is not available, the Deputy Mayor will be delegated on behalf of the Mayor. If the Mayor and Deputy Mayor are not available, the Mayor and/or Deputy Mayor will delegate a member of Council in their stead.
53. Other members of Council may accompany the Mayor/Deputy Mayor when appropriate or when approved by motion of Council.

PART 10: - SPECIAL MATTERS

Petitions

54. Any matter required to be brought to Council by way of petition must be supported by a petition that complies with the *Municipal Government Act* or other applicable legislation.

Suspension of Rules

55. If a special circumstance arises that would justify, in the opinion of Council, a relaxing of any of these protocols, then any of these clauses, where not already allowed, may be temporarily relaxed or set aside by a motion of Council, such a motion must be carried unanimously.

PART 10: - GALLERY QUESTION PERIOD

56. The holding of Gallery Question Period, and whether to hold it, shall be on motion of Council and the format or placement of it on the agenda shall be at the discretion of the meeting chair.
 - 56.1 When held, it will be for only questions or comments related to Council business or governance matters from that meeting's agenda. All questions or comments are to be made to the chair.
 - 56.2 Council encourages respectful and constructive dialogue. Participants will not attack or ridicule staff or Council, and will not politic or campaign. Those who do so will not be called upon to participate.
57. The Chair shall have discretion in response to the questions or comments that arise, and on the order that individuals are called upon to participate.

PART 11: - GENERAL PROVISIONS

58. Bylaw 2023-11 and all amendments thereto are hereby repealed.

59. That this Bylaw shall take effect on the date of final passing.

Read a first time this 23rd day of September 2024

Read a second time this ___rd day of _____ 2024

Read a third and final time this ___rd day of _____ 2024

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: Bylaw 2024-12 Municipal Development Plan
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

Public engagement and circulation has been completed for the Draft Municipal Development Plan (MDP) and the document is ready for Council's review and consideration. The Draft Plan has been available to the public for review at the Town Office as well as on the Town Website. The Draft was also available to the public during various in-person engagement sessions throughout the past month.

The Draft Municipal Development Plan and a clean version of the document can be found by following this link.

<https://www.didsbury.ca/p/additional-agenda-items>

The tracked changes represent adjustments that have been made in response to feedback from the public, administration, and various other stakeholders and departments.

The MDP document will form Schedule "A" of Bylaw 2024-12.

Administration recommends that Council grant first reading to Bylaw 2024-12 Municipal Development Plan and set the Public Hearing date.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community
3. Strong & Resilient Local Economy
4. Liveability
5. Governance & Organizational Excellence

RECOMMENDATION (Two Motions)

That Council grant first reading to Bylaw 2024- 12 Municipal Development Plan.

AND

To set November 26, 2024 as the Public Hearing for Bylaw 2024-12 Municipal Development Plan.

TOWN OF DIDSBURY
Bylaw 2024 -12 MUNICIPAL DEVELOPMENT PLAN

A BYLAW OF THE TOWN OF DIDSBURY IN THE PROVINCE OF ALBERTA, BEING A BYLAW TO ADOPT THE TOWN OF DIDSBURY MUNICIPAL DEVELOPMENT PLAN

WHEREAS, Section 632(1) of the Municipal Government Act pursuant, being Chapter M-26-1, of the revised Statutes of Alberta, requires that every Council of a municipality must by Bylaw adopt a Municipal Development Plan;

AND WHEREAS, notice of the proposed Bylaw and Public Hearing was given pursuant to Section 606(2) of the Municipal Government Act, being Chapter M-26-1 of the Statues of Alberta.

AND WHEREAS, a Public Hearing into the proposed Bylaw was schedule for and held on November 26, 2024 commencing at 6:00 p.m. at the Town of Didsbury Council Chambers., located at 1606 14 Street.

NOW THEREFORE, the Council of the Town of Didsbury duly assembled enacts as follows:

1. **THAT** this Bylaw shall be known as the “Municipal Development Plan”;
2. **THAT** Schedule A shall form part of this Bylaw;
3. **THAT** Bylaw 2024-12 will replace Bylaw 2012-09 and any amendments thereto as the Municipal Development Plan;
4. **THAT** Bylaw 2012-09 and all amendments thereto are repealed.

EFFECTIVE DATE, this Bylaw shall come into effect upon passing of the third and final reading.

Read a First time on this day of 2024

Read a Second time on this day of

Read a Third and Final time on this day of

Mayor Rhonda Hunter

Chief Administrative Officer Ethan Gorner

Schedule A



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: Council Member Reimbursement ABMunis
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council Professional Development Policy COUN 001-24 section 4.7 states:

4.7 Council members will be responsible for reimbursing the Town the registration fee(s) for non-attendance unless due to extenuating circumstances, as approved by Council.

Councillor Williams was registered to attend the Alberta Municipalities Convention which was held September 25 to 27, 2024 in Red Deer, Alberta; however, due to work obligations, he was unable to attend.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration reached out to Alberta Municipalities to inquire whether a refund for Councillor Williams was possible. Unfortunately, the refund deadlines were passed and the Town is unable to request a refund for the cost of registration.

After reviewing this matter it is recommended that Council provide direction in consideration of the options outlined below.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To waive the reimbursement of the registration fees for the 2024 Alberta Municipalities Convention in the amount of \$640.00 for Councillor Williams.

OR

To request Councillor Williams reimburse the Town of Didsbury for the registration fees for the 2024 Alberta Municipalities Convention in accordance with section 4.7 of the Council Professional Development Policy COUN 001-24, in the amount of \$640.00.



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

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

MEETING DATE: October 22, 2024
SUBJECT: East Reservoir Funding Structure
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

Having been awarded the Alberta Municipal Water/Wastewater Program (AMWWP) Grant in the amount of \$2,541,461 for the East Reservoir Project, Administration is revisiting the funding model in accordance with resolution #046-24.

Council had previously approved the East Reservoir project as follows:

- On January 17, 2024 the East Reservoir Design was approved for \$125,000 to be funded through Water Offsite Levies (Res #023-24).
- On January 23, 2024 the East Reservoir Construction was approved for \$5,683,054 to be funded as follows (Res #043-24):

East Reservoir Project Funding Approved by Council	2024
Long Term Debt	1,894,351
MSI/LGFF	788,703
Water Reserves	3,000,000
Total	5,683,054

Now that the AMWWP grant has been secured, the Financial Planning Committee met on October 15, 2024 to discuss the funding strategy. The Committee discussed the need for sufficient funds to remain in the Town’s Water Reserves for future water projects.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Using the new grant funding, Administration has removed MSI/LGFF grant funding from the proposed funding model to free up those resources for other upcoming projects. The new funding model includes funding 50% of the debt-funding, resulting in a significant reduction in the use of Water Reserves.

The proposed funding model is as follows:

New Funding Model	2024
AMWWP Grant	2,541,461
Water Offsite Levies	115,000
Long Term Debt*	2,841,527
Water Reserves	185,066
Total	5,683,054

*Under this model, the Long Term Debt requires annual payments of approximately \$200,000 per year for a duration of 25 years at a rate of 4.92%. Interest rates are expected to reduce further in the coming months.



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

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

Financing this project with debt ensures that the current users of the system cover the cost of the project. Additionally, with many upcoming deep utility water projects across 2025-2030, and future maintenance projects related to the current reservoir, Administration is proposing the East Reservoir be funded with this funding model as it will leave more Water Reserves available for future projects. This would leave a balance of approximately \$2,575,016 in Water Reserves at the end of 2024, assuming no other spending is approved.

The proposed funding model would leave the following balance available in the Water Reserve:

Water Reserve Projections	
June 30, 2024 Balance	2,485,082
Budgeted Transfers to Reserves	400,000
Advanced Metering Infrastructure System project	(125,000)
East Reservoir (New Funding Model)	(185,066)
Balance available at December 31, 2024	2,575,016

Reserve transfers of \$500,000 per year is proposed in the 2025-2028 multi-year operating plan.

The Committee also reviewed other funding scenarios that involved lower amounts of debt and higher amounts of reserves. After deliberating, the Committee recommends the funding model above.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To amend the East Reservoir funding structure to fund the project as follows: \$2,541,461 AMWWP grant, \$115,000 Water Offsite Levies, \$2,841,527 Long Term Debt, and \$185,066, for a total of \$5,683,054, and to amend the 2024 Capital Budget accordingly.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
 SUBJECT: Elected Officials Invitation to Event
 ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Mayor of Innisfail, Jean Barclay, on behalf of the Town of Innisfail, invites Council to join them for the Third Annual Central Alberta Elected Officials and CAOs gathering to celebrate our great region and each other.

Please see invitation below.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Friends & Food

Central Alberta Elected Officials are invited to attend an evening of dinner and friendship at Field & Forge Brewing Co. in Innisfail on November 13.

Date: Wednesday, November 13, 2024

Time: 5:00 p.m. to 8:00 p.m.

Location: Field & Forge Brewing Co. (3775 61 Ave.)

Cost: \$50 Per Person - This includes dinner, dessert, and a non-alcoholic beverage. Beer, wine and spirits will be available for purchase

Please RSVP to Juanita Heidt at juanita.heidt@innisfail.ca by November 7, 2024.



ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To approve those Council Members, who are able, to attend the Friends and Food Dinner Event for the Central Alberta Elected Officials, which will be hosted by the Town of Innisfail on November 13, 2024, in the amount of \$50 per person to be funded from the Council Professional Development budget.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: Call to Order & Adoption of Organizational Meeting Agenda
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Section 192(1) of the *Municipal Government Act* states “Except in a summer village, a council must hold an organizational meeting annually not later than 2 weeks after the 3rd Monday in October”.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Organizational Meeting is the opportunity for Council to review their meeting, vacation, and break schedules; to appoint Council and public members to various boards and committees; to approve a Deputy Mayor and Acting Deputy Mayor schedule; and any other thing the Council deems necessary.

Mayor Hunter will call the Organizational Meeting to Order, and will adjourn the Organizational Meeting once it is completed.

Unless Council wishes to add additional items to the Organizational Meeting Agenda, Council is being asked to Adopt the Agenda as presented.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To adopt the October 22, 2024 Organizational Meeting Agenda as presented.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: 2024-2025 Council Meeting Schedule
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Regular Council Meetings have been held the second and fourth Tuesdays of each month, beginning at 6:00 p.m.

Council is being presented with a 2024-2025 calendar which includes Council meetings, MPC meetings, statutory holidays, Council summer and Christmas breaks, the municipal election, and the annual Alberta Municipalities Convention.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The 2024-2025 Council Christmas Break removes the December 24, 2024 Regular Council Meeting, providing a break between December 11, 2024 and January 2, 2025.

The 2024-2025 Council Summer Break is recommended to begin after the final meeting in June, on June 25, 2025 and end with the holding of the meeting at the end of August, on August 26, 2025.

The Municipal Election will be held on Monday, October 20, 2025; official results are Friday, October 24, 2025.

The Alberta Municipalities Convention is November 12 to 14, 2025 in Calgary.

The Regular Council Meeting will be held on Monday, November 10, 2025 instead of Tuesday, November 11, 2025 in respect of Remembrance Day, and due to the requirements of the convention later that week.

Please find attached the 2024-2025 Council Meeting Calendar.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the 2024-2025 Council Meeting Calendar as presented.

2024

October						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2025 COUNCIL MEETING SCHEDULE

January						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
Su	Mo	Tu	We	Th	Fr	Sa
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
Su	Mo	Tu	We	Th	Fr	Sa
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June						
Su	Mo	Tu	We	Th	Fr	Sa
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July						
Su	Mo	Tu	We	Th	Fr	Sa
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
Su	Mo	Tu	We	Th	Fr	Sa
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September						
Su	Mo	Tu	We	Th	Fr	Sa
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7	8	9	10	11	12	13
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21	22	23	24	25	26	27
28	29	30				

October						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
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19	20	21	22	23	24	25
26	27	28	29	30	31	

November						
Su	Mo	Tu	We	Th	Fr	Sa
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Statutory Holiday
 Council Meeting
 Council Break
 AB MUNIS Convention
 MPC
 ELECTION



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: Appointing Deputy Mayor and Alternate Deputy Mayor
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

In accordance with Section 152(1) of the *Municipal Government Act*, Council must appoint a Councillor as deputy chief elected official (Deputy Mayor). This role is intended to not only fill in for the Mayor when necessary, such as at special events or presiding over Council Meetings, but also to support the Mayor throughout their term.

Councillor Curt Engel was originally appointed as Deputy Mayor at the Organizational Meeting in 2021 and has continued to be appointed annually at the Organizational Meeting.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Deputy Mayor Curt Engel is willing to continue on as Deputy Mayor until the Organizational Meeting in 2025. It is recommended Council also appoint a Alternate Deputy Mayor schedule for those who will fill in for the Deputy Mayor when he is not available.

Council is being asked to appoint the Deputy Mayor and the Alternate Deputy Mayor(s) as follows.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION (2 separate motions)

To appoint Councillor Curt Engel as Deputy Mayor until the Organizational Meeting in 2025.

AND

To appoint the Alternate Deputy Mayor as follows:

Councillor Bill Windsor—October 23, 2024 to February 25, 2025

Councillor Ethan Williams—February 26, 2025 to June 27, 2025

Councillor Dorothy Moore —June 28, 2025 to October 28, 2025



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: 2024-2025 Council Assignments
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council members provided a list of preferences for Council Assignments for the upcoming term.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached a list of the assignments to committees, boards, and commissions, and the recommended appointments for Council consideration and discussion.

Council members' names noted in red represents a change to the assignment listing. Council may approve the recommend appointments as presented or make any changes at their discretion.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the 2024-2025 Council Assignments as presented.

OR

To approve the 2024-2025 Council Assignments with the following amendments:



2024-2025 COUNCIL ASSIGNMENT LIST

COUNCIL APPOINTED COMMITTEES:

Didsbury Economic Development Advisory Committee

(Bylaw #2022-13)

- Deputy Mayor Curt Engel
- Councillor **John Baswick** (Alternate)

Emergency Advisory Committee (Bylaw #2020-06)

- All members of Council

Municipal Planning Commission (Bylaw #95-30)

- Councillor **John Baswick**
- Councillor **Dorothy Moore**
- Councillor **Ethan Williams** (Alternate)
- **Deputy Mayor Curt Engel** (Alternate)

EXTERNAL BOARDS & COMMITTEES:

Inter-municipal Cooperation Committee

- Mayor Rhonda Hunter
- Councillor Dorothy Moore
- Deputy Mayor Curt Engel

Mountain View Regional Water Services Commission

- Councillor Bill Windsor
- Mayor Rhonda Hunter (Council Designate)

Mountain View Regional Waste Management Commission

- Councillor **John Baswick**
- Councillor **Ethan Williams** (Alternate)

Mountain View Seniors' Housing Board

- Councillor Dorothy Moore

Parkland Regional Library System Board

- Councillor **Dorothy Moore**
- Councillor **John Baswick** (Alternate)

Didsbury & District Chamber of Commerce

- Councillor Ethan Williams (Membership Rep.)

Red Deer River Municipal Users Group

- Councillor Bill Windsor (Urban Co-Chair)

Central Alberta Economic Partnership

- Mayor **Ethan Williams** (Municipal Rep.)
- **Mr. Christopher (Chris) Overwater** (Business Rep.)
- Councillor Williams
 - Agri-Business, Agri-food, Processing, Technology

DEPUTY MAYOR APPOINTMENT

- Deputy Mayor Curt Engel

ALTERNATE DEPUTY MAYOR APPOINTMENT

- Councillor Bill Windsor Oct.23/24 to Feb. 25/25.
- Councillor Ethan Williams: Feb. 26/25 to June 27/25
- Councillor Dorothy Moore: June 28/25 to Oct. 28/25

ALBERTA MUNICIPALITIES COMMITTEE INVOLVEMENT

Municipal Governance Committee

- Councillor Ethan Williams

COMMITTEES FOR MAYORAL APPOINTMENT

Alberta Mid-sized Mayors' Caucus

- Mayor Rhonda Hunter

Central Alberta Mayors & Reeves Caucus

- Mayor Rhonda Hunter

COUNCIL GOVERNANCE COMMITTEES

Committee of the Whole

- All members of Council

Visioning Committee

- All members of Council

Financial Planning Committee (Bylaw #2023-20)

- **Mayor Rhonda Hunter**
- Councillor Dorothy Moore
- Councillor Bill Windsor
- Councillor **John Baswick** (Alternate)

Service Level Committee (Bylaw #2023-20)

- Councillor Ethan Williams
- Councillor Dorothy Moore
- Councillor **John Baswick**
- **Deputy Mayor Engel** (Alternate)

Policy & Governance Committee (Bylaw #2023-20)

- Councillor Ethan Williams
- Councillor Bill Windsor
- Deputy Mayor Curt Engel
- **Mayor Hunter** (Alternate)



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
 SUBJECT: Appointments to the Municipal Planning Commission
 ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Municipal Planning Commission (MPC) Bylaw 95-30 states:

- Section 4.1 *“The Commission shall consist of seven members appointed by resolution of Council.”*
- Section 4.3 *“Each Member of the Commission shall be appointed for a two-year term”*

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The MPC currently consists of the following members:

Member	Date Appointed	Term Ends
Shirley Madge (Chair)	October 26, 2023	2025
Karen Henry	April 12, 2022	2024
Cheryl Dahl	October 25, 2022	2024

There are currently two vacancies on the commission with the departure of Kelly Phillips and Craig Martin.

Administration advertised for the vacant positions and received two applications, Mr. Norm Quantz and Ms. Geraldine (Dean) Mousseau.

The appointment of members Karen Henry and Cheryl Dahl expire at the Organizational Meeting in 2024. Ms. Henry and Ms. Dahl have expressed their wish to remain on the MPC for an additional two (2) years.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION

To appoint Karen Henry, Cheryl Dahl, Norm Quantz, and Geraldine (Dean) Mousseau to the Municipal Planning Commission until the Organizational Meeting in 2026, and reaffirm Shirley Madge as presently constituted.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: 2024-2025 Appointment to the Didsbury Economic Advisory Committee
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

In accordance with Bylaw 2022-13, the Didsbury Economic Development Advisory Committee (DEDAC) shall be comprised of the following:

- One (1) Town of Didsbury Councillor
- Up to two (2) Didsbury & District Chamber of Commerce Board members
- A DEDAC member from the Chamber, who leaves the Chamber Board during their time on DEDAC, may automatically transition to a regular member at large, if space is available
- Up to ten (10) regular members of the public at large above the age of 21 years who have experience in or a passion for business, innovation, and economic development. A background in, but not limited to the following, are beneficial:
 - Owning or operating a Didsbury area business (non-board member of the Chamber)
 - Entrepreneurship
 - Investing/financing
 - Commercial real estate
 - Land development
 - Tourism operation
 - Retail
 - Industrial/manufacturing operations
 - The hospitality industry
 - The arts & culture sector
 - The health & wellness sector
- Up to two (2) youth members between the ages of 15 and 21 years
- Any youth member who turns 22 years old may automatically transition to regular member at large, if space is available

Each appointment to DEDAC shall be valid until the following Organizational Meeting of Council, at which time all appointments will be reviewed and reappointed at the discretion of Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The current DEDAC membership at large eligible for reappointment are as follows:

Laurie Hodge as Chair, Dawn Stewart as Vice Chair, Chris Overwater as the CAEP Business Representative, Sean McKinsley, Karen Griffin, Sterling Toews and Brody Fazakas.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION

To reappoint to the membership of Didsbury Economic Development Advisory Committee as presented.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: 2024-2025 Appointment of CAEP Business Representative
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Meaghan Neis was appointed as the Business Representative for the Central Alberta Economic Partnership (CAEP) in 2023 until the organizational meeting in 2024.

Ms. Neis has stepped down from her role with the Didsbury Economic Development Advisory Committee (DEDAC); therefore, a new member of DEDAC needs to be appointed to this committee.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Mr. Chris Overwater has agreed to be appointed as the Town of Didsbury Business Representative for the Central Alberta Economic Partnership.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION

To appoint Chris Overwater as the Town of Didsbury Business Representative to the Central Alberta Economic Partnership until the Organizational Meeting in 2025.



ORGANIZATIONAL MEETING Request for Decision (RFD)

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

MEETING DATE: October 22, 2024
SUBJECT: Appointment of Didsbury Municipal Library Board Members
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Town of Didsbury Library Board appointments occur in accordance with the *Libraries Act*, Part 1 Section 4(1) and the Town of Didsbury Library Board Bylaw 2023-17.

Town of Didsbury Bylaw 2023-17 states:

- 5. *In accordance with Part 1 Section 4(1) of the Libraries Act, the board shall consist of not fewer than five (5) and not more than ten (10) members appointed by Council.*
 - 5.1 *The Town of Didsbury Council shall appoint a member of the public or Council; and*
 - 5.2 *Mountain View County Council shall appointment a member of the public or Council.*

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The current members appointed to the Didsbury Library Board are as follows:

Member	Date Appointed	End of Term
Diane Arbuckle	October 24, 2023	November 1, 2026
Melynda Crampton	October 25, 2022	October 28, 2025
David McWhinney	April 11, 2023	November 1, 2026
Jaimee Reese	October 24, 2023	November 1, 2026
Emily Swam	October 24, 2023	November 1, 2026
Bill Windsor	March 26, 2024	November 1, 2027
MVC Councillor Alan Miller	January 9, 2024	October 22, 2024

The Didsbury Municipal Library Board met on October 15, 2024 and are recommending the following members be appointed for a three-year term to the Didsbury Municipal Library Board: Jennifer Bommarito and Brittany Stevens.

Mountain View County is holding their Organizational Meeting on October 23, 2024; therefore, the appointment from Mountain View County will have to be made at the November 12, 2024 Regular Council Meeting.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To appoint the following Didsbury Municipal Library Board Trustees to a three-year term ending November 1, 2027: Jennifer Bommarito and Brittany Stevens.

AND

To reaffirm Jaimee Reese, David McWhinney, Emily Swam, Diane Arbuckle, Bill Windsor, and Melynda Crampton as presently constituted.



ORGANIZATIONAL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: Council Seat Selection
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Council Procedural Bylaw currently states the following regarding Councillor Seat Selection:

9. Council seating positions are at the discretion of Council.

9.1 At the Annual Organizational Meeting, Council may change seating positions by random draw.

9.2 The Deputy Mayor will sit directly adjacent to the Mayor.

9.3 Any Council member may request a seating change by requesting this as an agenda item through the process outlined above.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council has the option to do a random seat draw or, if a Council member wishes to change seats, they may do so by request.

Mayor Hunter has received a request for Councillor Windsor to change seats.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the seat selections as follows: _____.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: Correspondence & Information
ORIGINATING DEPARTMENT: Legislative Services

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

The following correspondence items can be found on the link below:

- Mountain View Seniors' Housing Board – Thank you card
- CPKC Holiday Train – 2024 Invitation
- Minister of Municipal Affairs – Carbon Tax

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the correspondence provided as information.



Dear Town of Didsbury,

Sept 2024

Thank you so much for your sponsorship + individual golfers to support the MVSHF tourney! The worst weather day of the summer but the BEST positive spirited group of golfers (120+) keeping things fun to support our seniors.

Thank you to your team for being so great.

Sincerely, Stacey



October 7, 2024

Mayor Rhonda Hunter
PO Box 790
Didsbury AB T0M 0W0

Sent by email: rhunter@didsbury.ca

Dear Mayor Hunter:

The CPKC Holiday Train is returning to Didsbury to celebrate its 26th season of visiting communities across the CPKC network and helping those in need.

Thanks to the generous support of great communities like yours, the Holiday Train has raised over \$24.3 million and over

5.3 million pounds of food since 1999 to help people struggling with food insecurity. With your help, we can continue to raise food, money and awareness for people facing hunger issues across North America.

EVENT INFORMATION

Community: Didsbury
Location: 20 St and 18Ave
Date: Friday, December 13
Time: 3:30pm

We will be in touch with you starting late October to discuss additional event information such as the exact stop location, promoting the event, riding the train and confirmation you will be able to join us on stage to help present a donation to your chosen charitable organization.

Your CPKC contacts for this year's Holiday Train are Christine Brown and Brenda Land. They can be reached at holidaytrain@cpkcr.com.

FOOD BANK/FOOD SHELF DONATION

CPKC will encourage community members to make donations to the local food bank of your choice in the lead up to and at the event. In the past, your chosen organization was **Mountainview Food Bank Society**. If this has changed, **please let us know which organization you would like to support this year by Friday, October 11**. If we do not hear from you by this date, we will liaise with the recipient we donated to last time we visited.

HOSTING A SAFE AND FUN EVENT

Safety is always our top priority, and our goal is to continue to make the Holiday Train event safe and fun for everyone. We ask your office to manage any road or crossing blockages related to this event, including marking a safe perimeter around the Holiday Train for the duration of the show.

We have found that something as simple as “Do Not Cross” tape works well for this purpose, although our preference, if possible, would be to erect barricades that clearly mark out the area. This offers a safe zone for lowering the stage door, provides a clear space for people to board and leave the train and helps to prevent people from trying to cross through the train. Additionally, police or security presence at the event and at nearby crossings is encouraged to help ensure safe passage for the train into and out of the event.

Members of the CPKC Police Service will be on hand to help manage crowds, but we do appreciate your continued support – including the involvement of your local enforcement officials – in keeping the Holiday Train event in your community a safe one.

CPKC HAS HEART

CPKC Has Heart is our community investment program aimed at improving the heart health of men, women and children in communities across North America. Heart disease can affect anyone regardless of age or gender.

Prevention is key to eliminating the effects of heart disease, and one of the ways we hope to help is by spreading the message of the importance of quality nutrition. We encourage those attending Holiday Train events to make a monetary donation or donate heart healthy food items, because regardless of circumstance, we believe that everyone should have access to healthy, nutritious food.

SOCIAL MEDIA

We use social media to inform and invite community members to the event and encourage food bank donations. Follow us on Facebook, Twitter and Instagram and share our message by using #CPKCHolidaytrain and #HealthyDonations.

I look forward to your community’s participation in this year’s CPKC Holiday Train.

Sincerely,



Mark Piciacchia
Manager Indigenous Relations and Government
Affairs Canadian Pacific Kansas City
403 803-9166
mark.piciacchia@cpkcr.com

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ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR116752

October 2, 2024

Dear Chief Elected Officials:

The Government of Alberta is increasingly concerned about the federal carbon tax's impact on municipalities. For the provincial government to better understand the pressures municipalities are facing and advocate to the federal government on your behalf, we are requesting that all Alberta municipalities share data relating to the impact of the carbon tax on your operations, both directly and indirectly.

I am inviting you to share your municipality's feedback through this online survey, <https://extranet.gov.ab.ca/opinio6/s?s=64826>, which will be open until 4:00pm on October 9, 2024.

If you have any questions regarding the survey, I encourage you to connect with us at ma.engagement@gov.ab.ca.

I look forward to hearing your perspectives on this important issue.

Sincerely,

Ric McIver
Minister of Municipal Affairs

cc: Chief Administrative Officers



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: October 22, 2024
SUBJECT: Council Reports
ORIGINATING DEPARTMENT: Legislative Services

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 &/or Meetings for October 2025

Mayor Hunter Alberta Summer Villages Association – Sherwood Park, AB October 17-18, 2024
(participation on panel regarding cyber security at the annual conference)

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the Council Reports for October 22, 2024 as information.