



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

**Tuesday, December 14, 2021, 6:00 p.m.**  
**Council Chambers 1606 14 Street**

**Pages**

1.	<u>CALL TO ORDER</u>	
	• Introduction of new Development Officer	
2.	<u>ADOPTION OF AGENDA</u>	
3.	<u>DELEGATION/ PRESENTATIONS</u>	
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9. CORRESPONDENCE & INFORMATION

- Didsbury & District Historical Society
- Didsbury Municipal Library - Thank you card
- Alberta Municipalities Article - How Alberta's population estimates will apply to 2022 funding

10. COUNCIL MEETING HIGHLIGHTS (Roundtable)

11. QUESTION PERIOD

12. CLOSED MEETING (In accordance with Division 2 of the FOIPP Act)

12.1. Local Public Body Confidences - Section 23 of the FOIPP Act

12.2. Advice from Officials - Section 24 of the FOIPP Act

13. RECONVENE

14. ADJOURNMENT



October 28, 2021

Mayor Rhonda Hunter  
Town of Didsbury  
Didsbury, Alberta.

Dear Mayor Hunter,

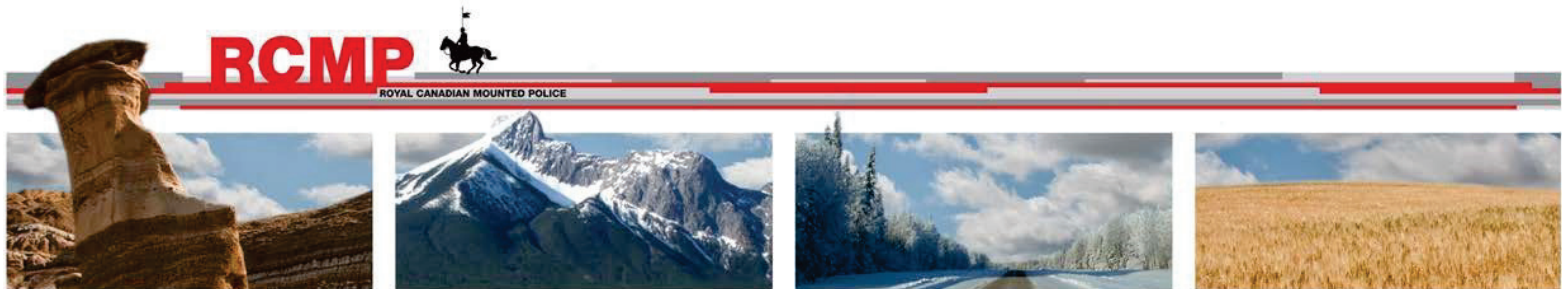
The Alberta RCMP remains committed to strengthening partnerships with the communities it serves. In light of municipal elections that took place on October 18<sup>th</sup> in communities across Alberta, I offer my sincerest congratulations to you and your elected council. Whether or not there are new faces within your executive council, my commitment to you and your team remains unwavering. As the Chief of Police for your community, please reach out to me directly if you require anything to bring your team up to speed.

Please find attached the quarterly Community Policing Report that covers the July 1<sup>st</sup> to September 30<sup>th</sup>, 2021 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Didsbury Detachment. As part of maintaining engagement with the Albertans we serve, this quarterly report reinforces our commitment to communicate the work we do to ensure community safety. This reporting along with your valued feedback will allow us to assess and enhance our policing service to ensure we are meeting your needs on an ongoing basis.

In addition to sharing quarterly updates on community-identified policing priorities through this reporting, I remain available to discuss business and program planning processes to further optimize our services to address the priorities that are important to you.

Congratulations once again, and please feel free to contact me if you have any questions or concerns.

Sgt. Stephen Browne  
Commander (Interim)  
Didsbury Detachment



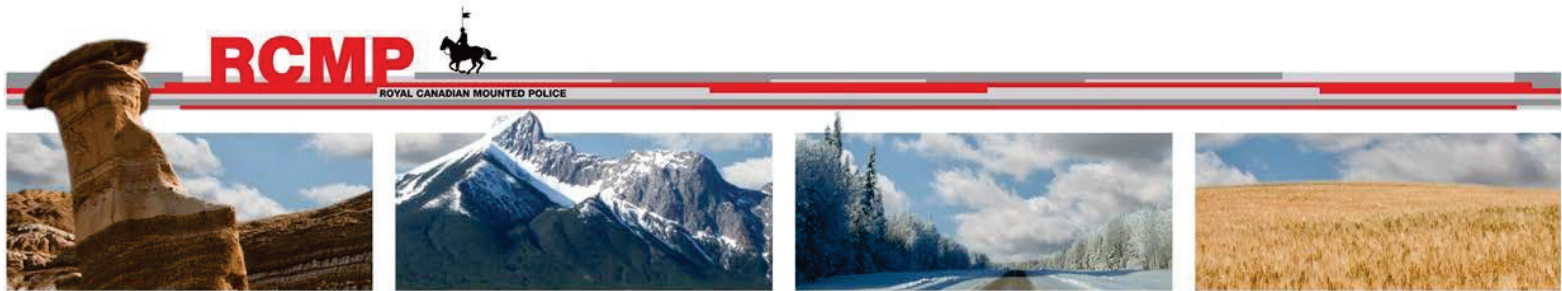
## RCMP Municipal Policing Report

<b>Detachment</b>	Didsbury Municipal
<b>Detachment Commander</b>	Sergeant Stephen Browne
<b>Quarter</b>	Q2 2021
<b>Date of Report</b>	September 30, 2021

### Community Consultations

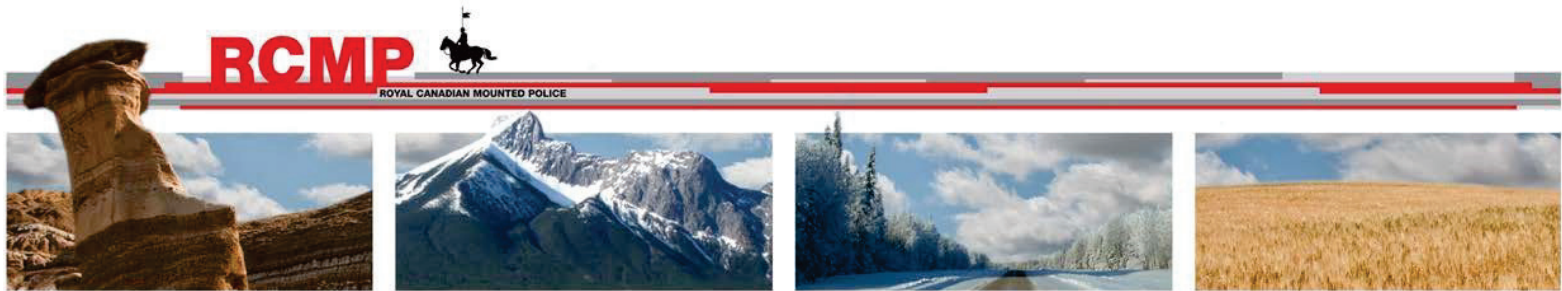
Date	Attendee(s)	Notes
2021-08-04	CPAC Meeting	Discussed the notable rise in reported persons crimes. Open forum discussion regarding the effects of the public health order restrictions on residents mental health. Discussed the decline in property-related crime within the detachment area. Provided information on the positive impact the SAD CRU have for the communities.





## Community Priorities

<b>Priority 1</b>	Reduce Property Crime - Habitual Offender Management - relentless curfew and conditions checks
<b>Current Status &amp; Results</b>	Habitual Offender Management (HOM) is the responsibility of all Didsbury Detachment members. Under the Didsbury HOM program, eleven (11) offenders were charged with failing to comply with court-ordered release conditions.
<b>Priority 2</b>	Increase Visibility
<b>Current Status &amp; Results</b>	Daily traffic enforcement conducted within the Town of Didsbury. Mayor Hunter has commented on the increase of police visibility with the town. 2020/21 YTD statistics show no change in the number injury MVC's, and a 5% decrease in reportable MVC's. Additional enforcement action is required in this area.
<b>Priority 3</b>	Increase Traffic Enforcement
<b>Current Status &amp; Results</b>	During this reporting period, three (3) violation tickets were issued for moving offenses.



## Crime Statistics<sup>1</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2020	2021	% Change Year-over-Year	2019	2020	% Change Year-over-Year
<b>Total Criminal Code</b>	114	123	8%	0	333	N/A
Persons Crime	14	23	64%	0	71	N/A
Property Crime	69	74	7%	0	193	N/A
Other Criminal Code	31	26	-16%	0	69	N/A
<b>Traffic Offences</b>						
Criminal Code Traffic	5	5	0%	0	12	N/A
Provincial Code Traffic	37	45	22%	0	84	N/A
Other Traffic	1	1	0%	0	1	N/A
<b>CDSA Offences</b>	0	4	N/A	0	1	N/A
<b>Other Federal Acts</b>	2	6	200%	0	4	N/A
<b>Other Provincial Acts</b>	48	38	-21%	0	140	N/A
<b>Municipal By-Laws</b>	15	23	53%	0	32	N/A
<b>Motor Vehicle Collisions</b>	7	16	129%	0	36	N/A

<sup>1</sup> Data extracted from a live database (PROS) and is subject to change over time.

## Trends/Points of Interest

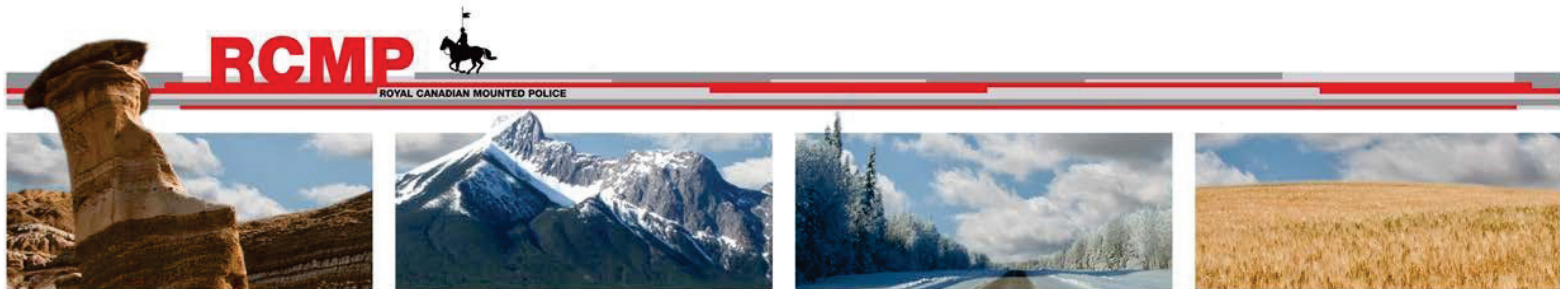
Didsbury RCMP members investigated twenty-five persons crimes during this reporting period.

July 4 - 17 Avenue: Female arrested for Uttering Death Threats against another female and a child;  
 July 14 - 16 Street: Domestic Disturbance. Female warned about initiating contact with a male under conditions prohibiting him from contacting the female;

July 24 - 22 Street: Domestic Disturbance between two youth. Male youth warned for uttering threats toward female. No charges sworn at the request of the victims parents.  
 July 28 - 19 Avenue: Domestic Disturbance. Male charged for Uttering threats toward a female. Further investigation resulted in the execution of a search warrant at the residence and the same male being charged with numerous CC offenses including Drug Trafficking, Drug Production, and Weapons. A second male was arrested on outstanding warrants and subsequently charged with Drug Possession;

August 1 - 15 Avenue: Neighbour dispute over grass growing through a shared fence resulting in a male being assaulted. No charges sworn at the request of the victim.

August 3 - 21 Avenue: Female arrested for assaulting two people. Charged with Assault with a weapon, Assault, two charges of Uttering Threats, and Resisting arrest;



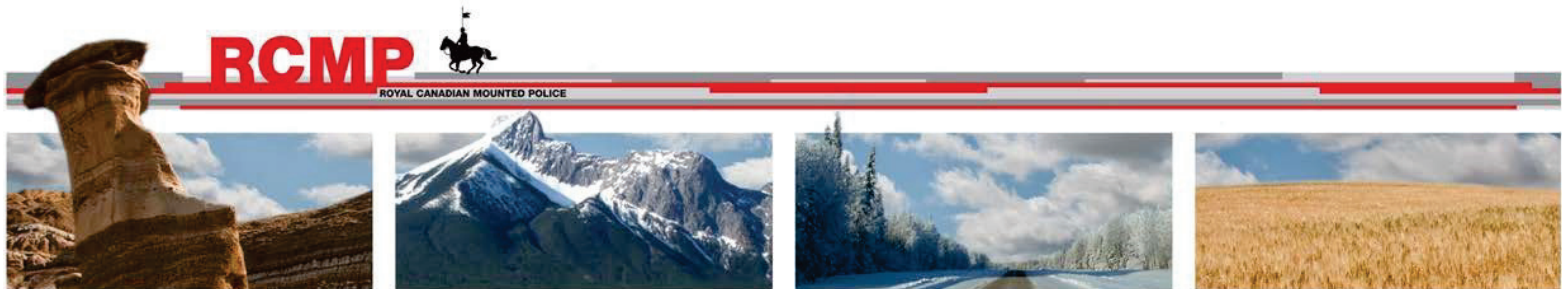
### Municipal Overview: Human Resources<sup>2</sup>

Staffing Category	Established Positions	Working	Special Leave <sup>3</sup>	Hard Vacancies <sup>4</sup>	Revised Plan at Q2	2021/22 FTE Utilization Plan
Police Officers	4	4	0	0	4	4
Detachment Support						

<sup>2</sup> Data extracted on September 30th, 2021 and is subject to change.  
<sup>3</sup> Once members are placed on "Special Leave" (eg. Maternity/paternity, medical >30 days, leave without pay, graduated return to work) they are not included in the FTE count and their pay is not charged directly to each location. However, any salary expenditures associated with these employees while on leave is included as an "indirect cost" and billed within the Divisional Administration rate, charged to all contracts.  
<sup>4</sup> Hard vacancies reflect positions that do not have an employee attached and need to be filled.

### Comments

Police Officers - of the 4 established positions, all positions are staffed with operational members. The annual plan for Didsbury is based on 4 working officers.



**Municipal Overview: Financial/O&M**

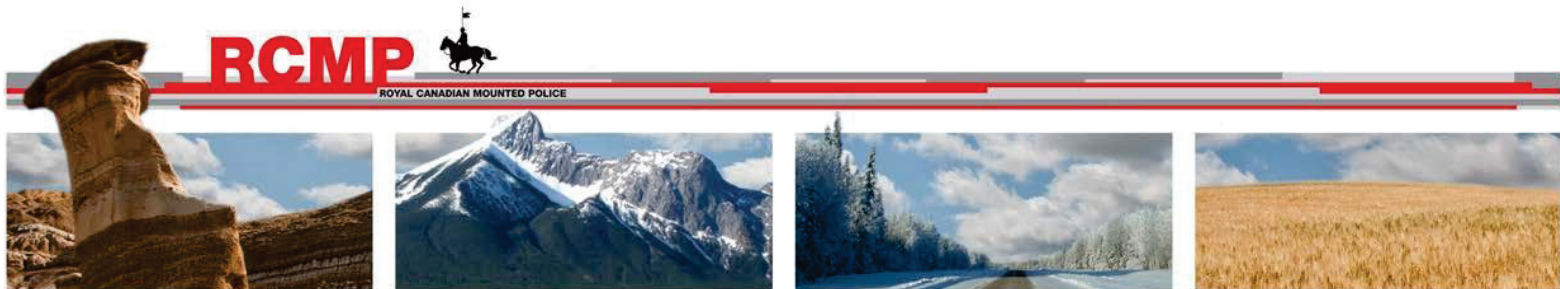
As a municipality with a population under 15,000, the community benefits from the pooling of several costs, which are allocated on a per capita basis. Overtime and commissionaire guarding costs are direct costs to the municipality, and are not included as pooled costs.

Municipal	Year to Date Expenditures <sup>5</sup>	Revised Plan at Q2	2021/22 Financial Plan
Pay	85,352	350,909	361,358
Overtime	18,898	35,000	22,000
Operating and Maintenance	7,884	33,413	31,854
Commissionaire Guarding	6,720	5,000	5,000
Equipment	4,786	45,359	45,587
Other	70	7,169	7,206
Div. Admin & Indirect Costs	57,098	232,206	231,855
Total (in 100% terms)	184,362	709,056	829,869
Total (with applicable cost share ratio of 70% applied)	136,739	508,339	626,508

<sup>5</sup> Includes expenditures up to September 30th, 2021.

**Comments**

As of the second quarter, minor adjustments have been made within the forecasts for various program areas. A potential payout of excess leave has been factored into the pay forecast, at a cost of just over \$500 per working FTE. No adjustments have been made to reflect member pay raise at this time.



## Definitions

Municipal Overview: Human Resources	
FTE Utilization	<ul style="list-style-type: none"> <li>A full-time equivalent (FTE) employee is defined by the number of months in a fiscal year that a position is filled.</li> <li>The FTE utilization level refers to the total months filled for all positions within the detachment/unit.</li> </ul>
2021/22 FTE Utilization Plan	<ul style="list-style-type: none"> <li>This reflects the number of working FTEs planned to be in place for the fiscal year.</li> </ul>
Revised Plan at Q2	<ul style="list-style-type: none"> <li>This reflects any adjustments to the planned number of working FTEs, which may vary as hard and soft vacancies fluctuate throughout the year.</li> </ul>
Municipal Overview: Financial/O&M	
Year-To-Date (YTD) Expenditures	<ul style="list-style-type: none"> <li>YTD expenditures reflect the actual expenditures within each category, as of the date of the report.</li> </ul>
Revised Plan at Q2	<ul style="list-style-type: none"> <li>This reflects any adjustments to the forecasted spending plan for the relevant category, which may vary as expenditures are realized throughout the year.</li> </ul>
2021/22 Financial Plan	<ul style="list-style-type: none"> <li>This reflects the target spending levels set for each category of expenditure, and the initial financial plan for the 2021/22 fiscal year.</li> </ul>
Pay	<ul style="list-style-type: none"> <li>Includes salary costs and associated allowances for police officers and civilian support.</li> </ul>
Overtime	<ul style="list-style-type: none"> <li>Includes direct overtime costs for police officers.</li> </ul>
Operating and Maintenance	<ul style="list-style-type: none"> <li>Reflects all unit operating costs, including items such as travel, fuel and vehicle repairs.</li> </ul>
Commissionnaire Guarding	<ul style="list-style-type: none"> <li>Reflects the costs of guarding prisoners within detachments.</li> </ul>
Equipment	<ul style="list-style-type: none"> <li>Include expenditures for operational and technology equipment, police vehicles and the fit-up of those vehicles.</li> </ul>
Div. Admin & Indirect Costs	<ul style="list-style-type: none"> <li>This reflects the division administration charges associated to core administration costs, special leaves and health services costs, and the indirect costs associated to all employees, including benefits, Canada Pension Plan and Employment Insurance rates.</li> </ul>
Other	<ul style="list-style-type: none"> <li>This includes all remaining expenditures including applicable training costs, secret expenditures and air services costs if applicable.</li> </ul>
Total	<ul style="list-style-type: none"> <li>Reflects the total costs of all categories of expenditures.</li> </ul>





## Didsbury Municipal Detachment Crime Statistics (Actual) Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

October 6, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	0	0	1	0	N/A	-100%	0.1
Other Sexual Offences		0	0	0	1	1	N/A	0%	0.3
Assault		0	0	0	5	7	N/A	40%	1.9
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	0	0	3	4	N/A	33%	1.1
Uttering Threats		0	0	0	4	11	N/A	175%	2.6
<b>TOTAL PERSONS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>14</b>	<b>23</b>	<b>N/A</b>	<b>64%</b>	<b>6.0</b>
Break & Enter		0	0	0	6	11	N/A	83%	2.8
Theft of Motor Vehicle		0	0	0	5	2	N/A	-60%	0.9
Theft Over \$5,000		0	0	0	0	0	N/A	N/A	0.0
Theft Under \$5,000		0	0	0	28	24	N/A	-14%	7.6
Possn Stn Goods		0	0	0	3	3	N/A	0%	0.9
Fraud		0	0	0	14	7	N/A	-50%	2.8
Arson		0	0	0	2	0	N/A	-100%	0.2
Mischief - Damage To Property		0	0	0	4	13	N/A	225%	3.0
Mischief - Other		0	0	0	7	14	N/A	100%	3.5
<b>TOTAL PROPERTY</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>69</b>	<b>74</b>	<b>N/A</b>	<b>7%</b>	<b>21.7</b>
Offensive Weapons		0	0	0	0	4	N/A	N/A	0.8
Disturbing the peace		0	0	0	16	11	N/A	-31%	3.8
Fail to Comply & Breaches		0	0	0	9	8	N/A	-11%	2.5
<b>OTHER CRIMINAL CODE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>3</b>	<b>N/A</b>	<b>-50%</b>	<b>1.2</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>31</b>	<b>26</b>	<b>N/A</b>	<b>-16%</b>	<b>8.3</b>
<b>TOTAL CRIMINAL CODE</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>114</b>	<b>123</b>	<b>N/A</b>	<b>8%</b>	<b>36.0</b>



## Didsbury Municipal Detachment Crime Statistics (Actual) Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

October 6, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	1	N/A	N/A	0.2
Drug Enforcement - Possession		0	0	0	0	2	N/A	N/A	0.4
Drug Enforcement - Trafficking		0	0	0	0	1	N/A	N/A	0.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		0	0	0	0	4	N/A	N/A	0.8
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	2	2	N/A	0%	0.6
<b>TOTAL FEDERAL</b>		0	0	0	2	6	N/A	200%	1.4
Liquor Act		0	0	0	4	2	N/A	-50%	0.8
Cannabis Act		0	0	0	1	0	N/A	-100%	0.1
Mental Health Act		0	0	0	23	16	N/A	-30%	5.5
Other Provincial Stats		0	0	0	20	20	N/A	0%	6.0
<b>Total Provincial Stats</b>		0	0	0	48	38	N/A	-21%	12.4
Municipal By-laws Traffic		0	0	0	1	1	N/A	0%	0.3
Municipal By-laws		0	0	0	14	22	N/A	57%	5.8
<b>Total Municipal</b>		0	0	0	15	23	N/A	53%	6.1
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	0	0	2	1	N/A	-50%	0.4
Property Damage MVC (Reportable)		0	0	0	4	15	N/A	275%	3.4
Property Damage MVC (Non Reportable)		0	0	0	1	0	N/A	-100%	0.1
<b>TOTAL MVC</b>		0	0	0	7	16	N/A	129%	3.9
Roadside Suspension - Alcohol (Prov)		0	0	0	0	2	N/A	N/A	0.4
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
<b>Total Provincial Traffic</b>		0	0	0	37	45	N/A	22%	12.7
<b>Other Traffic</b>		0	0	0	1	1	N/A	0%	0.3
<b>Criminal Code Traffic</b>		0	0	0	5	5	N/A	0%	1.5
<b>Common Police Activities</b>									
False Alarms		0	0	0	11	5	N/A	-55%	2.1
False/Abandoned 911 Call and 911 Act		0	0	0	4	3	N/A	-25%	1.0
Suspicious Person/Vehicle/Property		0	0	0	26	22	N/A	-15%	7.0
Persons Reported Missing		0	0	0	9	4	N/A	-56%	1.7
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		0	0	0	25	19	N/A	-24%	6.3
Form 10 (MHA) (Reported)		0	0	0	1	1	N/A	0%	0.3



**Meeting Minutes of the Town of Didsbury  
Regular Council Meeting  
Held in Council Chambers**

**November 23, 2021, 6:00 p.m.**

Council Members Present: Mayor Rhonda Hunter  
Councillor John Baswick  
Deputy Mayor Curt Engel  
Councillor Joyce McCoy  
Councillor Dorothy Moore  
Councillor Bill Windsor  
Councillor Ethan Williams

Administration Present: Chief Administrative Officer, Ethan Gorner  
ACAO/Chief Financial Officer, Amanda Riley  
Director of Engineering & Infrastructure, Craig Fox  
Director of Community Services, Nicole Aasen  
Economic Development Officer, Alexandra Ross  
Manager of Legislative Services, Luana Smith

**1. CALL TO ORDER**

Mayor Hunter called the Meeting to order at 6:00 p.m.

**2. ADOPTION OF AGENDA**

**Res. 486-21**

MOVED by Councillor McCoy

To approve the Agenda as presented

**Motion Carried**

**3. DELEGATION/ PRESENTATIONS**

**4. ADOPTION OF MINUTES - NOVEMBER 9, 2021**

Approval of the November 9, 2021 Regular Council Meeting Minutes

**Res. 487-21**

MOVED by Councillor Windsor

To approve the November 9, 2021 Regular Council Meeting Minutes as presented.

**Motion Carried**

**5. PUBLIC HEARINGS - No Public Hearings**

**6. BYLAWS & POLICIES**

**6.1 Bylaw 2021-10 Animal Control Rates (2nd Reading)**

**Res. 488-21**

MOVED by Deputy Mayor Engel

To grant second reading to Bylaw 2021-10 Animal Control Rates and refer it to the Strategic Planning Committee to bring back recommendations.

**Motion Carried**

**6.2 Amendment to Council Remuneration Policy COUN 004-21**

**Res. 489-21**

MOVED by Councillor McCoy

To approve COUN 004-21 Council Remuneration Policy as amended.

**Motion Carried**

**7. BUSINESS**

**7.1 Governance Committee Appointments**

**Res. 490-21**

MOVED by Deputy Mayor Engel

To appoint Mayor Hunter, Councillor Moore and Councillor Windsor to the Strategic Planning Committee until the Organizational Meeting in 2022.

**Motion Carried**

**Res. 491-21**

MOVED by Councillor McCoy

To appoint Councillor Moore, Councillor McCoy and Councillor Windsor to the Policy and Governance Committee until the Organizational Meeting in 2022.

**Motion Carried**

**Res. 492-21**

MOVED by Councillor Moore

To appoint Deputy Mayor Engel, Councillor Baswick and Councillor Williams to the Performance Evaluation Committee until the Organizational Meeting in 2022.

**Motion Carried**

**7.2 Library Funding Framework**

**Res. 493-21**

MOVED by Deputy Mayor Engel

To refer Library Funding Framework to the Strategic Planning Committee for review and bring recommendations to Council.

**Motion Carried**

**7.3 Appointment to the Didsbury Library Board**

**Res. 494-21**

MOVED by Deputy Mayor Engel

That the Mayor send a letter to Mountain View County indicating that the Town of Didsbury Council desires that a County Council Member be appointed to the Didsbury Library Board as set out in the Town of Didsbury Bylaw 2020-02.

**Motion Carried**

**7.4 Allocation of Revenues**

**Res. 495-21**

MOVED by Councillor Windsor

To refer the Allocation of Revenues report to the Strategic Planning Committee, including unbudgeted monies, and to bring back recommendations to Council for consideration.

**Motion Carried**

**7.5 CAEP Business Representative Appointment**

**Res. 496-21**

MOVED by Councillor Moore

To appoint DEDAC member Helen Hafke, President of the Didsbury & District Chamber of Commerce, as Didsbury's Business Representative to the Central Alberta Economic Partnership.

**Motion Carried**

**7.6 Endorsement of Nomination to CAEP Board of Directors**

**Res. 497-21**

MOVED by Councillor Williams

To endorse Helen Hafke's nomination to run for the Board of Directors for the Central Alberta Economic Partnership.

**Motion Carried**

**7.7 Invitation to attend Olds Age Friendly Committee**

**Res. 498-21**

MOVED by Councillor Windsor

To appoint Mayor Rhonda Hunter, Councillor McCoy and Councillor Moore to participate in a focus group and assist the Age Friendly Committee of the Olds Institute for Community and Regional Development to develop recommendations for affordable and sustainable transportation.

**Motion Carried**

**7.8 CP Rail - Letter of Gratitude**

**Res. 499-21**

MOVED by Councillor Williams

That Mayor Hunter send a letter of thanks and appreciation to Canadian Pacific Railway for their efforts in coordinating the timely removal of the piles of railway ties from within Didsbury's municipal boundaries.

**Motion Carried**

**8. REPORTS**

**8.1 CAO Report**

**Res. 500-21**

MOVED by Councillor Windsor

That the project to power the poles on 20th Avenue be halted while Administration finds the implications on the feasibility of cancelling the project altogether.

**Motion Defeated**

**Res. 501-21**

MOVED by Councillor Baswick

To accept the CAO Report for November 23, 2021 as information.

**Motion Carried**

**8.2 Council Reports (verbal)**

**Res. 502-21**

MOVED by Councillor McCoy

To accept the Council Reports for November 23, 2021 as information.

**Motion Carried**



9. **CORRESPONDENCE & INFORMATION**

No correspondence was received.

10. **COUNCIL MEETING HIGHLIGHTS (Roundtable)**

Council gave highlights from the meeting.

11. **QUESTION PERIOD**

12. **CLOSED MEETING**

**Res. 503-21**

MOVED by Councillor Moore

To go into closed meeting at 8:32 p.m.

**Motion Carried**

12.1 **Public Body Confidences - Section 23 of the FOIPP Act**

12.2 **Advice from Officials - Section 24 of the FOIPP Act**

13. **RECONVENE**

**Res. 504-21**

MOVED by Councillor Moore

To come out of closed meeting at 9:46 p.m.

**Motion Carried**

**Res. 505-21**

MOVED by Councillor Moore

To further explore lease options as discussed.

**Motion Carried**

**Res. 506-21**

MOVED by Councillor Windsor

To request Administration bring back a report on the cyber-attack including financial and any other pertinent information.

**Motion Carried**

14. **ADJOURNMENT**

**Res. 507-21**

MOVED by Councillor Williams

To adjourn the Regular Council Meeting of November 23, 2021 at 9:47 p.m.

**Motion Carried**

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Mayor- Rhonda Hunter

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Chief Administrative Officer- Ethan Gorner



**Meeting Minutes of the Town of Didsbury  
Special Council Meeting  
Held in Council Chambers 1606 - 14 Street  
December 8, 2021, 5:30 p.m.**

Council Members Present: Mayor Rhonda Hunter  
Deputy Mayor Curt Engel  
Councillor Joyce McCoy  
Councillor Dorothy Moore  
Councillor Ethan Williams  
Councillor Bill Windsor

Council Members Absent: Councillor John Baswick

Administration Present: Chief Administrative Officer, Ethan Gorner  
Economic Development Officer, Alexandra Ross  
Director of Engineering & Infrastructure, Craig Fox  
Manager of Legislative Services, Luana Smith

**1. CALL TO ORDER**

Mayor Hunter called the Special Council Meeting to order at 5:30 p.m.

**2. ADOPTION OF AGENDA**

**Res. 508-21**

MOVED by Councillor Moore

To accept the December 8, 2021 Special Council Meeting Agenda as presented.

Motion Carried

**3. DELEGATION/ PRESENTATIONS**

3.1 Matt Palmer, Supervising Location Manager, Under The Banner of Heaven | FX  
Networks OP Banner Productions Inc.

**4. BUSINESS**

4.1 Film Production Enhancements to the former Fire Hall

**Res. 509-21**

MOVED by Councillor Moore

To go into closed meeting in accordance with Section 16 Disclosure harmful to business  
interests of a third party under the *FOIP Act* at 5:51 p.m.

Motion Carried

**Res. 510-21**

MOVED by Deputy Mayor Engel

To return to open meeting at 5:59 p.m.

Motion Carried

**Res. 511-21**

MOVED by Councillor McCoy

To accept the presentation of Matt Palmer on the Film Production Enhancement, in regards to the former Fire Hall, as information.

Motion Carried

**Res. 512-21**

MOVED by Councillor Windsor

To approve the acceptance of the renovations of the former Fire Hall.

Motion Carried

**5. ADJOURNMENT**

**Res. 513-21**

MOVED by Councillor McCoy

To adjourn the Special Council Meeting on December 8, 2021 at 6:02 p.m.

Motion Carried

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Mayor- Rhonda Hunter

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Chief Administrative Officer- Ethan  
Gorner



## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** The Place to Grow.

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

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	Animal Control Rates Bylaw (3 <sup>rd</sup> reading)
ORIGINATING DEPARTMENT	ACAO/CFO
AGENDA ITEM	6.1

### BACKGROUND/PROPOSAL:

Currently, the Rates & Fee Bylaw (Bylaw 2019-15) sets out the following fees for animal licensing:

#### ANIMAL LICENSING FEES

Description	Rate – January 1 <sup>st</sup> to 31 <sup>st</sup>	Rate – effective February 1 <sup>st</sup>
Cat license – altered (GST exempt)	\$15.00	\$20.00
Cat license – unaltered (GST exempt)	\$35.00	\$40.00
Dog license – altered (GST exempt)	\$15.00	\$20.00
Dog license – unaltered (GST exempt)	\$35.00	\$40.00
Replacement tags	\$6.00 (+GST)	\$6.00 (+GST)

Administration is proposing changes to the animal license fees for 2022 by means of an Animal Control Rates Bylaw.

Council passed first and second reading of the bylaw and referred it to the Strategic Planning Committee (SPC). The SPC committee met on December 1, 2021.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The SPC committee considered the rates proposed by Administration and are recommending the following rates be effective January 1, 2022.

Description	Proposed Amount
Early Payment Incentive Rate:	
Dog License – altered male/female	\$ 15.00
Dog License – intact male/female	\$ 35.00
Cat License – altered male/female	\$ 15.00
Cat License – intact male/female	\$ 35.00
New Resident and/or New Pet Rate:	
Dog License – altered male/female	\$ 15.00
Dog License – intact male/female	\$ 35.00
Cat License – altered male/female	\$ 15.00
Cat License – intact male/female	\$ 35.00
Payment after the due date of <b>January 31<sup>st</sup></b> for all pets:	\$ 70.00
Guide/Medical Dog License	\$ 0.00
Replacement tag	\$ 6.00
Impoundment fees (per day)	\$ 70.00
Veterinary service fees – to be paid directly to the clinic.	As set out by the clinic

### ALIGNMENT WITH STRATEGIC PLAN

Economic Prosperity and Healthy Safe Living

### RECOMMENDATION

That Council grant third reading to Bylaw 2021-10 Animal Control Rates Bylaw

TOWN OF DIDSBURY  
BYLAW 2021-10  
ANIMAL CONTROL RATES

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BEING A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA, RESPECTING RATES TO BE CHARGED FOR ANIMAL CONTROL SERVICES CHARGED BY THE TOWN OF DIDSBURY.

WHEREAS, Section 8 of the *Municipal Government Act* Revised Statutes of Alberta 2000, and amendments thereto, authorizes a Municipality by bylaw to establish fees for licenses.

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

**1. Title**

- 1.1 That this Bylaw may be referred to as the Animal Control Rates Bylaw of the Town of Didsbury.

**2. General**

- 2.1 That the rates specified in the Schedules attached be charged for the municipal services as specified.
- 2.2 That GST be applied to the rates pursuant to the statutory requirements of the Canada Customs and Revenue Agency (CRA).
- 2.3 That the following schedules are attached to this Bylaw form part of this bylaw:
- 2.3.1 Schedule 'A' Animal Control Rates

**3. Amendment to Bylaw Rate and Fee Bylaw**

- 3.1 Bylaw 2019-15, being a bylaw to set the Rates and Fees for the Town of Didsbury, is hereby amended by removing from Schedule "D" - Animal Licensing Fees.

**4. Effective Date**

- 4.1 This Bylaw shall take effect January 1, 2022.

Read a first time on this 9<sup>th</sup> day of November 2021.

Read a second time on this 23<sup>rd</sup> day of November 2021.

Read a third time on the this    day of

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Mayor Rhonda Hunter

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Chief Administrative Officer Ethan Gorner



**SCHEDULE 'A'**  
**Animal Control Rates**

**ANNUAL LICENSES**

Description	Amount
Early Payment Incentive Rate:	
Dog License – altered male/female	\$ 15.00
Dog License – intact male/female	\$ 35.00
Cat License – altered male/female	\$ 15.00
Cat License – intact male/female	\$ 35.00
New Resident and/or New Pet Rate:	
Dog License – altered male/female	\$ 15.00
Dog License – intact male/female	\$ 35.00
Cat License – altered male/female	\$ 15.00
Cat License – intact male/female	\$ 35.00
Payment after the due date of <b>January 31<sup>st</sup></b> for all pets:	\$ 70.00
Guide/Medical Dog License	\$ 0.00
Replacement tag	\$ 6.00
Impoundment fees (per day)	\$ 70.00
Veterinary service fees – to be paid directly to the clinic.	As set out by the clinic



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	Bylaw 2021-11 Assessment and Taxation of Manufactured Home Communities
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.2

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### **BACKGROUND/PROPOSAL:**

Section 304(1)(j)(ii) of the *Municipal Government Act* RSA 2000 allows the assessed person of a designated manufactured home on a site in a manufactured home community and any other improvements located on the site and owned or occupied by the person occupying the designated manufactured home; to be the manufactured home community, if the municipality passes a bylaw to that effect.

A bylaw passed under Section 304(1)(j)(ii)

- a. Must be advertised,
- b. Have no effect until the beginning of the year commencing at least 12 months after the bylaw is passed,
- c. Must indicate the criteria used to designate the assessed person,
- d. May apply to one or more manufactured home communities.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Council granted first reading at the November 9, 2021 Regular Council Meeting and Administration advertised the bylaw on the Town of Didsbury website as well as in the November 23<sup>rd</sup> and 30<sup>th</sup> Editions of The Albertan in the Town of Didsbury weekly Advertisement.

Administration received one inquiry regarding the proposed bylaw, but no opposition or petition of the bylaw has come forward.

The purpose for passing a bylaw to this effect is to enable the Town to add overdue utility accounts to the taxation roll. Section 553(1) of the MGA allows unpaid charges for a municipal utility service to be added to the tax roll of a *parcel of land*.

The bylaw is attached for Council's consideration.

### **RECOMMENDATION** (2 separate motions are required)

That Council grant second reading to Bylaw 2021-11 Assessment and Taxation of Manufactured Home Communities.

That Council grant third and final reading to Bylaw 2021-11 Assessment and Taxation of Manufactured Home Communities.

**TOWN OF DIDSBURY**  
**Assessment and Taxation of Manufactured Home Communities**  
**Bylaw No. 2021-11**

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**BEING A BYLAW OF THE TOWN OF DIDSBURY, TO PROVIDE FOR THE ASSESSMENT AND TAXATION OF DESIGNATED MANUFACTURED HOME UNITS LOCATED IN MANUFACTURED HOME COMMUNITIES TO THE OWNER OF THE MANUFACTURED HOME COMMUNITY.**

**WHEREAS**, the *Municipal Government Act*, R.S.A. 2000, c. M-26, Section 304 (j) (ii) as amended, provides that the Council of a municipality may pass a Bylaw authorizing assessing the owner of a manufactured home community for all designated manufactured homes on a site in a manufactured home community; and

**WHEREAS** the Town must annually prepare an assessment roll for each assessed property in the Town and the name of the assessed person who is liable to pay property tax; and

**WHEREAS** certain properties designated as manufactured home communities are situated in the Town, upon which more than three (3) designated manufactured homes and which are subject to assessment by the Town for the purposes of property taxation.

**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 “Manufactured Home Communities Bylaw”.

**2. DEFINITIONS**

In this Bylaw, unless the context otherwise requires:

The terms “manufactured home community”, “designated manufactured home,” “assessed property” and “improvement” shall have the meaning as defined in Part 9 of the *Municipal Government Act* and all other terms shall be interpreted with reference to the *Act*.

**3. EFFECTIVE DATE**

3.1 This Bylaw shall come into force on January 1, 2023.

Read a First time on this 9<sup>th</sup> day of November

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



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	Bylaw 2021-12 Didsbury Municipal Library Board
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	6.3

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### **BACKGROUND/PROPOSAL:**

The Didsbury Municipal Library Board Bylaw 2020-02, which establishes the Town of Didsbury Municipal Library Board, is required to make changes in order to address the appointment of a member by Mountain View County.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Please find attached, Bylaw 2021-12 with included changes to article "5". The revised version reads as follows: *"This will include 1 member from the Town of Didsbury Council and 1 member **appointed by Mountain View County Council.**"*

Of Mountain View County's five (5) ICF agreements, four (4) contemplate either a public member or elected official to be nominated by MVC for a position on the Library Board. The Cremona ICF specifically states the appointment must be the elected official from Division 2. Mountain View County Council, at their Organizational Meetings, prioritized appointing public members over elected officials. The rationale behind this is to provide additional opportunities for their residents to engage and participate in Local Government. If the County lacks citizen applications, they will appoint an elected official for consideration to be added to the Library Board.

For the 2021 / 2022 Organizational Meeting, Mountain View County made Public Member appointments in Didsbury and Sundre, and appointed Elected officials to Carstairs and Olds, as they did not receive any resident interest in the Library Boards of those two (2) communities.

Administration is requesting Council grant all three readings in order to appoint the individual Mountain View County has appointed as their representative to the Town of Didsbury Library Board.

### **ALIGNMENT WITH STRATEGIC PLAN**

An Informed & Engaged Community

### **RECOMMENDATION** (4 separate motions)

That Council move to grant first reading to Bylaw 2021-12 Didsbury Municipal Library Board.

That Council move to grant second reading to Bylaw 2021-12 Didsbury Municipal Library Board.

That Council move to grant unanimous consent to proceed to a third reading to Bylaw 2021-12 Didsbury Municipal Library Board.

That Council grant third and final reading to Bylaw 2021-12 Didsbury Municipal Library Board.

TOWN OF DIDSBURY  
ESTABLISHMENT OF TOWN OF DIDSBURY MUNICIPAL LIBRARY BOARD  
BYLAW NO. 2021-12

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**A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE ESTABLISHMENT OF A TOWN OF DIDSBURY LIBRARY BOARD.**

**WHEREAS** the Council of the Town of Didsbury deems it expedient to propose the establishment of a municipal library board.

**NOW THEREFORE** with the authority and under the provisions of Part 1 of the "*Libraries Act*," being Chapter L-11, the Council of the Town of Didsbury duly assembled, enacts as follows:

1. There shall be established a Library Board for the Town of Didsbury.
2. The Town of Didsbury Municipal Library Board shall manage, regulate and control the Town of Didsbury library in accordance with section 7 of the *Libraries Act*.
3. The policies of the Town of Didsbury Municipal Library Board shall be governed by Parts 1 and 5 of the "*Libraries Act*" and Amendments and Regulations pertaining thereto.
4. This Bylaw shall take effect on the date of the final passing thereof.
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. This will include one (1) member from the Town of Didsbury Council and one (1) member appointed by Mountain View County Council.
6. That Bylaw 2020-02 is hereby repealed.

Read a first time on the    day of    , 2021.

Read a second time on the    day of    , 2021.

Read a third and final time on the    day of    , 2021.

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Mayor - Rhonda Hunter

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Chief Administrative Officer - Ethan Gorner





## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	2022 Interim Operating Budget
ORIGINATING DEPARTMENT	ACAO/CFO
AGENDA ITEM	7.1

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### **BACKGROUND/PROPOSAL:**

Section 242 of the Municipal Government Act requires Council to adopt an Operating Budget for each calendar year. If the Operating Budget is not yet available, Council may adopt an interim Operating Budget for part of a calendar year, which would cease to have any effect when the Operating Budget for that calendar year is adopted.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The 2022 Interim Operating Budget is attached, and represents 50% of 2021's Operating Budget. The interim Operating Budget acts as a placeholder until the 2022 Operating Budget is finalized and adopted.

In the interim, projects requiring budgetary approval cannot commence unless approved by Council, which may either occur, by resolution of Council or through approval of the Operating Budget.

### **RECOMMENDATION**

That Council adopts the 2022 Interim Operating Budget with total revenues of \$5,820,382 and total expenditures of \$5,820,382 as presented.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

	2022 Interim Operating Budget
<b>Revenues - by division</b>	
General Municipal Revenue	591,223
Council and Election	15,000
General Government	73,000
Community Services	
FCSS	87,492
DOSCA	100,500
Didsbury Neighborhood Place	18,649
	206,641
Recreation Services	
Arena	200,149
Aquatics	184,774
Ice Plant	48,600
Curling Rink	21,960
Parks	9,272
MPR	5,250
Concession	2,500
Train Station	3,750
Memorial Complex	15,250
Campground	16,000
	507,505
Communications/Marketing	-
Culture	
Museum	-
Library	57,167
Other Community Facilities	-
	57,167
Protective Services	
RCMP	180,884
Fire Department	117,487
Municipal Enforcement	34,750
Emergency Management	-
	333,121
Planning and Development	
Planning and Development	29,000
Economic Development	22,500
Subdivision	120,298
	171,798
Public Works	
Roads and Streets	53,950
Cemetery	8,900
	62,850
Utilities	
Water Utility	863,978
Wastewater Utility	319,375
Solid Waste Utility	255,000
	1,438,352
Operating Revenues	3,456,655
Municipal Tax Revenue	2,363,727
Total Revenues	5,820,382

	2022 Interim Operating Budget
<b>Expenditures - by division</b>	
Council and Election	144,680
General Government	451,925
Community Services	-
FCSS	131,972
DOSCA	100,500
Didsbury Neighborhood Place	18,649
	251,121
Recreation Services	
Arena	332,776
Aquatics	344,318
Ice Plant	48,600
Curling Rink	65,510
Parks	150,818
MPR	20,363
Concession	1,250
Train Station	19,888
Memorial Complex	118,902
Campground	24,725
	1,127,147
Communications/Marketing	90,950
Culture	
Museum	15,825
Library	151,592
Other Community Facilities	5,185
	172,602
Protective Services	
RCMP	394,988
Fire Department	296,323
Municipal Enforcement	140,179
Emergency Management	16,348
	847,836
Planning and Development	
Planning and Development	111,308
Economic Development	77,250
Subdivision	120,298
	308,855
Public Works	
Roads and Streets	924,931
Cemetery	36,985
	961,916
Utilities	
Water Utility	863,978
Wastewater Utility	319,375
Solid Waste Utility	255,000
	1,438,352
Contingency	25,000
Total Expenditures	5,820,382



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	2022 Proposed Capital Budget and Multi Year Capital Plan
ORIGINATING DEPARTMENT	ACAO/CFO
AGENDA ITEM	7.2

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### **BACKGROUND/PROPOSAL:**

Under the *Municipal Government Act*, Council must adopt a Capital Budget for each calendar year. Council must also review and update the Multi Year Capital Plan annually.

On December 8, 2021, the 2022 Proposed Capital Budget and the 2022-2027 Multi Year Capital Plan were presented to Council by Administration at a public budget meeting.

The 2022 Proposed Capital Budget and the 2022-2027 Multi Year Capital Plan are attached for Council's consideration.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The 2022 Proposed Capital Budget totals \$2,994,500, and includes a variety of infrastructure projects and equipment purchases.

The 2022 – 2027 Multi Year Capital Plan has been updated to account for information obtained during the year regarding the Plan and to include projects planned for 2027.

In addition, the 2022 Proposed Capital Budget and the 2022 – 2027 Proposed Multi Year Capital Plan are available on the website at [www.didsbury.ca/p/budget](http://www.didsbury.ca/p/budget) under the 2022 budget menu to allow the public to provide feedback on the documents.

### **RECOMMENDATION**

That Council move to accept the 2022 Proposed Capital Budget and 2022 – 2027 Multi Year Capital Plan as information.

2022 Capital Projects:

Page	Dept	Description	2022 Budget Request:	Operations	Reserves	MSI	CCBF	Debt	Other/ External	Total
Infrastructure										
pg. 6	EI	21 Street Storm, Water, Sanitary & Surface Works (Phase 1 - Construction)	1,050,000	-	-	1,050,000	-	-	-	1,050,000
pg. 6	EI	21 Street Storm, Water, Sanitary & Surface Works (Phase 2 - Design)	84,000	-	-	84,000	-	-	-	84,000
pg. 7	EI	23 Street North Resurfacing	100,000	100,000	-	-	-	-	-	100,000
pg. 8	EI	Co-op Road Water, Sanitary, Storm & Surface Works (Design)	70,000	-	-	70,000	-	-	-	70,000
pg. 9	EI/CS	21 Avenue Storm & Surface Works (Complex Road)	300,000	-	-	-	300,000	-	-	300,000
Land Improvements										
pg. 10	CS	Didsbury Memorial Complex Outlying Plan Pathway & Landscaping Phase 1	150,000	-	75,000	-	75,000	-	-	150,000
pg. 11	EI	Deer Coulee/Cemetery Pathway Replacement	51,000	40,000	11,000	-	-	-	-	51,000
pg. 12	EI	Columbarium Purchase and Installation	35,000	15,000	20,000	-	-	-	-	35,000
Buildings										
pg. 13	CP	Fire Hall Emergency Backup Generator	100,000	-	56,300	-	-	-	43,700	100,000
pg. 14	EI	HVAC System Replacement [Town Office]	65,000	-	65,000	-	-	-	-	65,000
pg. 15	CS	Make-Up Air Unit Replacement [Curling Rink]	65,000	-	65,000	-	-	-	-	65,000
pg. 16	EI	HVAC System Upgrades [RCMP Detachment]	50,000	-	13,900	-	-	-	36,100	50,000
pg. 17	EI	Interior Painting [RCMP Building]	20,000	-	20,000	-	-	-	-	20,000
pg. 18	CS	Multi-Purpose Room Stage Upgrades	30,000	-	30,000	-	-	-	-	30,000
Vehicles										
pg. 19	CP	Didsbury Fire Department Rescue Vehicle	700,000	-	350,000	-	-	-	350,000	700,000
pg. 20	EI	Fleet Replacement Program - 3/4 Ton Standard Cab [Public Works]	66,000	-	66,000	-	-	-	-	66,000
pg. 22	CS	Fleet Replacement Program - 1/2 Ton Crew Cab [Parks]	55,000	-	55,000	-	-	-	-	55,000
Equipment										
pg. 24	EI	Skid Steer Annual Program	3,500	3,500	-	-	-	-	-	3,500
			2,994,500	158,500	827,200	1,204,000	375,000	-	429,800	2,994,500
Capital Projects Pending Competitive Grant Funding:										
	EI	19th Avenue (20 St East to 21st Street West) Revitalization* [CCRF \$750,000]	1,045,000							
	EI	Didsbury Municipal Library Expansion and Renovation* [CFEP \$1,000,000]	2,000,000							
			6,039,500							

Multi-Year (2023) Capital Projects:

Dept	Description	2023 Budget Request	Operations	Reserves	MSI	CCBF	Debt	Other/ External	Total
EI	21 Street Stormwater & Surface Improvements (Phase 2 - Construction)	796,000	-	-	796,000	-	-	-	796,000
EI	Co-op Road (15 Ave to 19 St) Storm, Water and Surface (Construction)	730,000	-	-	730,000	-	-	-	730,000
CS	Didsbury Memorial Complex Outlying Plan (Parking Lot) [Lowest level of service]*	100,000	-	-	-	100,000	-	-	100,000
CS	Didsbury Memorial Complex Outlying Plan (4 Season Washroom/Picnic Shelter)	150,000	-	-	-	150,000	-	-	150,000
		1,776,000	-	-	1,526,000	250,000	-	-	1,776,000
*Didsbury Memorial Complex Outlying Plan (Parking Lot) [Highest level of service]		600,000							

Special 2022 Operating Budget Projects:

Dept	Description	2022 Budget Request:	Operations	Reserves	MSI	CCBF	Debt	Other/ External	Total
EI	Annual Road Rehabilitation Program	110,000	110,000	-	-	-	-	-	110,000
EI	Annual Sidewalk Rehabilitation Program	80,000	80,000	-	-	-	-	-	80,000
EI	Pedestrian Connectivity Network Master Plan	45,000	-	45,000	-	-	-	-	45,000
EI	Community Lighting Improvement Plan	25,000	25,000	-	-	-	-	-	25,000
CS	Culture Heritage and Arts Master Plan	50,000	50,000	-	-	-	-	-	50,000
		310,000	265,000	45,000	-	-	-	-	310,000

Planned Capital Additions	Budget Year 2022	2023	2024	2025	2026	2027
<b>Non-Recreation - Buildings</b>						
HVAC System Replacement [Town Office]	65,000	-	-	-	-	-
HVAC System Upgrades [RCMP Detachment]	50,000	-	-	-	-	-
Interior Painting [RCMP Building]	20,000	-	-	-	-	-
<b>Protective Services - Machinery &amp; Equipment</b>						
Didsbury Fire Department Rescue Vehicle	700,000	-	-	-	-	-
Emergency Backup Generator	100,000	-	-	-	-	-
Didsbury Fire Department Command Vehicle	-	85,000	-	-	-	-
<b>Public Works &amp; Utilities - Machinery &amp; Equipment</b>						
Skid Steer Annual Program (net)	3,500	3,500	3,500	3,500	3,500	3,500
Skid Steer Replacement	-	-	58,000	-	-	-
Backhoe Replacement	-	-	-	130,000	-	-
Streetsweeper Replacement	-	-	-	-	-	400,000
<b>Public Works &amp; Utilities - Infrastructure</b>						
<b>21 Street (15 Ave to 18 Ave) Storm, Water, Sanitary &amp; Surface works</b>						
Phase 1 Construction	1,050,000	-	-	-	-	-
Phase 2 Design	84,000	-	-	-	-	-
Phase 2 Construction	-	796,000	-	-	-	-
<b>23 Street North Resurfacing</b>	100,000					
<b>Co-op Road (15 Ave to 19 St) Storm, Water and Surface works</b>						
Design	70,000	-	-	-	-	-
Construction	-	730,000	-	-	-	-
<b>Highway 582/23 Street Intersection</b>						
Phase 1 Design/Tender	-	195,000	-	-	-	-
Phase 2 Construction	-	-	1,105,000	-	-	-
<b>East Reservoir Construction</b>						
Phase 2 Construction	-	-	2,970,000	-	-	-
Phase 3 Construction	-	-	-	1,015,000	-	-
<b>16 Street (15 Ave - 20 Ave) Water, Wastewater and Surface works</b>						
Phase 1 Design/Tender	-	-	332,250	-	-	-
Phase 2 Construction	-	-	-	1,882,750	-	-
<b>20 Avenue (20 St - 23 St) Surface works and Beautification</b>						
Phase 1 Design/Tender	-	-	-	225,000	-	-
Phase 2 Construction	-	-	-	-	1,275,000	-
<b>21 Street (20 Ave - 24 Ave) Deep Utility and Surface Works</b>						
Phase 1 Design	-	-	-	-	85,000	-
Phase 1 Construction	-	-	-	-	-	1,420,000
Phase 2 Design	-	-	-	-	-	85,000
Phase 2 Construction						
<b>Southridge Crescent Deep Utility and Surface Works</b>						
Phase 1 Design					70,000	
Phase 1 Construction						930,000
Phase 2 Design						70,000
<b>Morris Meadows Lift Station Improvements</b>						
Phase 1 Design						40,000
<b>Communications</b>						
Website	-	-	-	-	40,000	-
<b>Cemetery - Infrastructure</b>						
Columbarium Purchase and Installation	35,000	-	-	-	-	-
<b>Recreation &amp; Parks - Buildings &amp; Land Improvements</b>						
Make-Up Air Unit Replacement [Curling Rink]	65,000	-	-	-	-	-
Multi-Purpose Room Stage Upgrades	30,000	-	-	-	-	-
Refinish pool basin	-	100,000	-	-	-	-
Complex entrance lobby, pool lobby, MPR floor replacement	-	95,000	-	-	-	-
Train Station exterior painting	-	75,000	-	-	-	-
Playground Replacement Program	-	55,000	60,000	55,000	35,000	-
Curling lower lobby floor replacement	-	-	50,000	-	-	-
Main lobby washroom upgrades	-	-	-	40,000	-	-
HVAC replacement [Aquatics]	-	-	-	-	400,000	-
Soccer Pitch Upgrades [Westheights Park]	-	-	-	-	25,000	-
Train Station Upper Hall flooring replacement	-	-	-	-	-	45,000
Ice Plant Cooling Tower	-	-	-	-	-	350,000
<b>Recreation &amp; Parks - Machinery &amp; Equipment</b>						
Mower Replacements	-	80,000	-	-	35,000	-
Zamboni replacement	-	-	110,000	-	-	-
Radiant heater upgrades	-	-	-	60,000	-	-
Scoreclock replacement	-	-	-	-	15,000	-
<b>Didsbury Memorial Complex Outlying Plan</b>						
21 Avenue Storm & Surface Works (Complex Road)	300,000	-	-	-	-	-
Pathway construction & landscaping - phase 1	150,000	-	-	-	-	-
Complex Parking Lot Drainage & Surface [LOS range \$100,000 - \$600,000]	-	100,000	-	-	-	-
4 Season Washroom/Picnic Shelter	-	150,000	-	-	-	-
Multi-Court System (Tennis, Pickleball, Basketball, Volleyball)	-	-	260,000	-	-	-
Pathway construction & landscaping - phase 2	-	-	150,000	-	-	-
Additional parking (north side)	-	-	-	80,000	-	-
<b>Annual Replacement Plans</b>						
<b>Fleet Vehicle Replacement Plan</b>						
Public Works	66,000	123,600	63,654	-	67,531	69,556
Parks	55,000	-	-	131,127	-	-
Municipal Enforcement	-	-	63,654	-	-	-
<b>Pedestrian Continuity Network Improvement Program</b>	-	-	80,000	80,000	80,000	80,000
Deer Coulee/Cemetery Pathway Replacement	51,000	-	-	-	-	-
15th Ave (Westhill Drive to W Heights Cres) Sidewalk Replacement	-	210,000	-	-	-	-
<b>Street Lighting Continuity Program</b>	-	80,000	80,000	80,000	80,000	80,000
<b>Total Planned Capital Additions</b>	<b>2,994,500</b>	<b>2,878,100</b>	<b>5,386,058</b>	<b>3,782,377</b>	<b>2,211,031</b>	<b>3,573,056</b>
<b>Projects Pending Competitive Grant Funding</b>						
19th Avenue (20 St East to 21st Street West) Revitalization* [CCRF \$750,000]	1,045,000	-	-	-	-	-
Didsbury Municipal Library Expansion and Renovation* [CFEP \$1,000,000]	2,000,000	-	-	-	-	-

Funding Sources	2022	2023	2024	2025	2026	2027
Reserves	827,200	491,100	1,847,308	266,127	102,531	184,556
MSI Capital Grant	1,204,000	1,526,000	540,000			
CCBF Capital Grant	375,000	330,000	300,000	300,000	300,000	300,000
LGFF Capital Grant				500,000	500,000	500,000
External Transfers	429,800	42,500	-	-	-	-
Annual Tax Levy (operating budget)	158,500	83,500	83,500	83,500	83,500	83,500
Borrowing	-	-	1,470,000	1,015,000	-	
Total Planned Capital Additions	2,994,500	2,473,100	4,240,808	2,164,627	986,031	1,068,056
Unfunded projects	-	405,000	1,145,250	1,617,750	1,225,000	2,505,000

DRAFT



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	Prioritization of Enforcement of Pet Owner Responsibilities
ORIGINATING DEPARTMENT	ACAO/CFO
AGENDA ITEM	7.3

---

### **BACKGROUND/PROPOSAL:**

During Council's discussion regarding the Animal License Rates Bylaw, the collection of revenue from enforcement measures was discussed. The animal license rates were referred to the SPC committee for discussion, which was addressed with the Animal Rate Bylaw.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

As part of the discussion, the committee also considered the need to avoid penalizing responsible pet owners while enforcing regulations for irresponsible pet owners.

The committee is recommending to Council that they set as a priority, the enforcement of regulations for irresponsible pet owners.

### **ALIGNMENT WITH STRATEGIC PLAN**

Economic Prosperity and Healthy Safe Living

### **RECOMMENDATION** (2 Separate Motions)

That Council add a municipal policing priority of enforcement of pet owners' responsibilities with a specific focus on irresponsible pet owners.

AND

That Council move to refer the Animal Control Bylaws to the Policy and Governance Committee for review and improvement, and that it be made a priority in early 2022.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	Didsbury Municipal Library Board
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.4

---

### BACKGROUND/PROPOSAL:

During their meeting on December 1, 2021, the Strategic Planning Committee discussed the Didsbury Municipal Library Board's interest in discussing areas of common interest.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Strategic Planning Committee is recommending that Council as a whole meet with the Town of Didsbury Library Board in the new year to discuss common interests.

### ALIGNMENT WITH STRATEGIC PLAN

An Informed & Engaged Community

### RECOMMENDATION

That Council move to meet with the Town of Didsbury Municipal Library Board to discuss common interests.





## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	Direct Control Development Permit DP 21-070
ORIGINATING DEPARTMENT	Development & Strategic Operations
AGENDA ITEM	7.5

---

### **BACKGROUND/PROPOSAL:**

Administration has received an application in a Direct Control District for an addition to an existing shop located at 1213-20<sup>th</sup> Street. The property is currently zoned Direct Control - Industrial

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The applicant will be constructing an addition to the shop as outlined in the site plan. This addition will be located on the Southside of the existing building and will extend to the East as shown in schedule A

As the shop increases in size, so does the amount of employee/customer parking stalls. The total shop size, with the addition, would be 7456 sq. ft., and the requirement, as per Land Use Bylaw 2019-04, is one (1) stall per 1076.39 sq. ft. of the total space. Therefore, the number of required stalls is seven (7). The property is quite large and does have the ability to accommodate all of the necessary parking.

The industrial use of this shop will continue with the addition. Any future development will require approval from Council.

### **RECOMMENDATION**

That Council approves DP 21-070 for an addition to an existing shop as outlined in approved plot plan with no conditions.

OR

That Council approves DP 21-070 for an addition to an existing shop as outlined in approved plot plan subject to the following conditions:

#### **Location on Lot & Nature of Development**

1. That the nature of the development conforms to the approved site plan, building plans, and the principles set forth in the application.
2. That the applicant/developer contact Alberta One Call to locate any utility lines prior to construction.

#### **Safety Code Permits**

4. That the developer obtains a Building Permit and any other applicable safety codes permits (i.e. electrical, plumbing, gas) in accordance with the Safety Codes Act. Note: The dwelling shall not be occupied until a final inspection has been completed and a Permit Services Report has been issued.

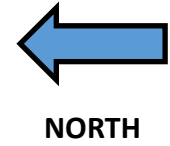
#### **Site Cleanliness/Safety**

5. That refuse and garbage during construction shall be kept in appropriate containers and/or properly screened and placed in an approved enclosure until removed or disposed of. The applicant/developer is responsible for all construction waste and garbage, site cleanliness, site safety and is financially responsible for the clean-up of the same.

#### **General Requirements**

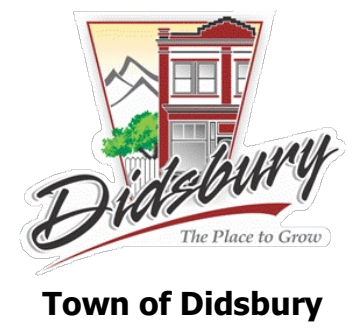
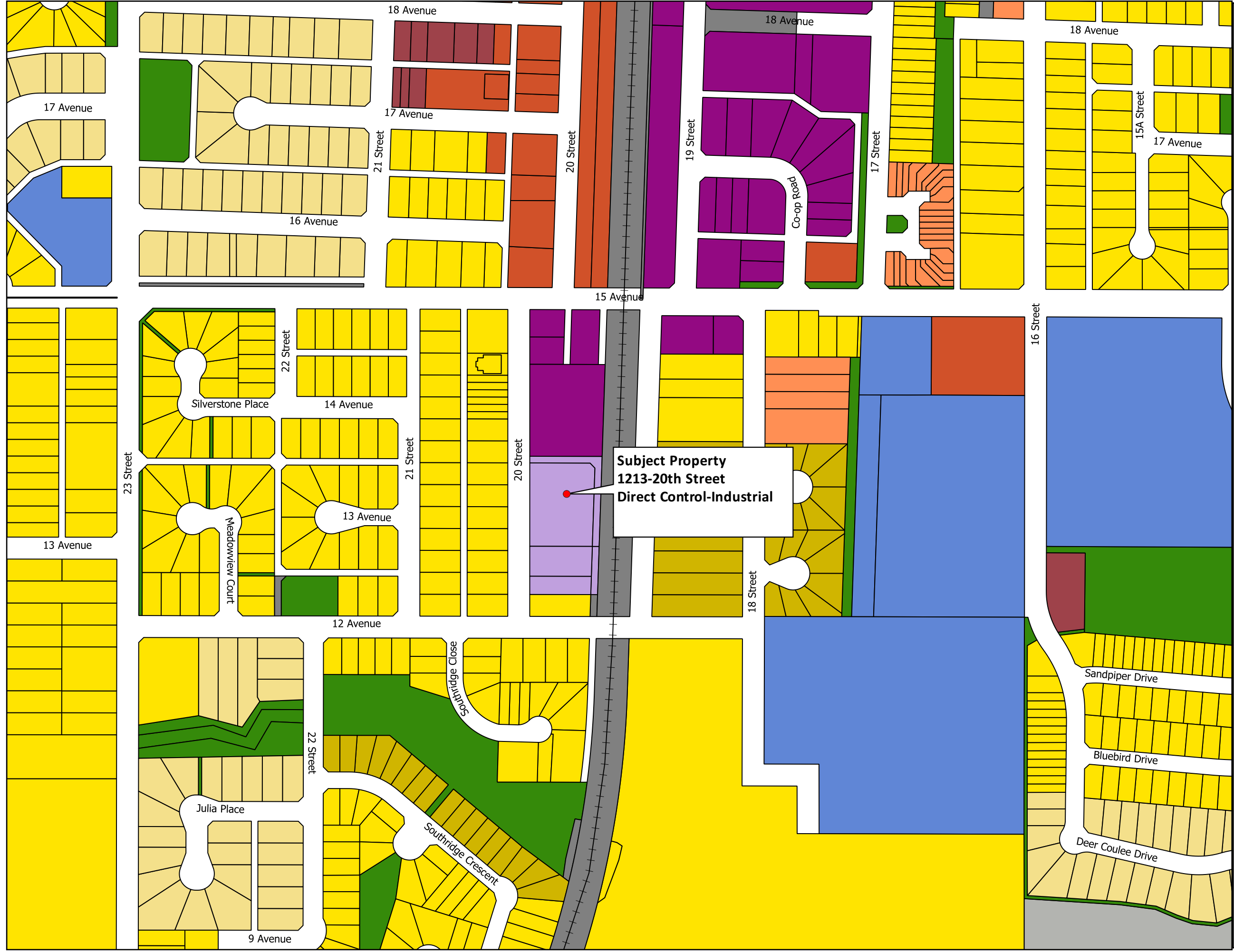
6. That the Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/ or Land Use Bylaw.
7. That if the development authorized by this development permit is not completed as per the requirements of the Land Use Bylaw, such permit approval ceases and the permit is deemed void, expired and without effect, unless an extension to this period has been previously granted.

**Subject Location 1213-20th Street**

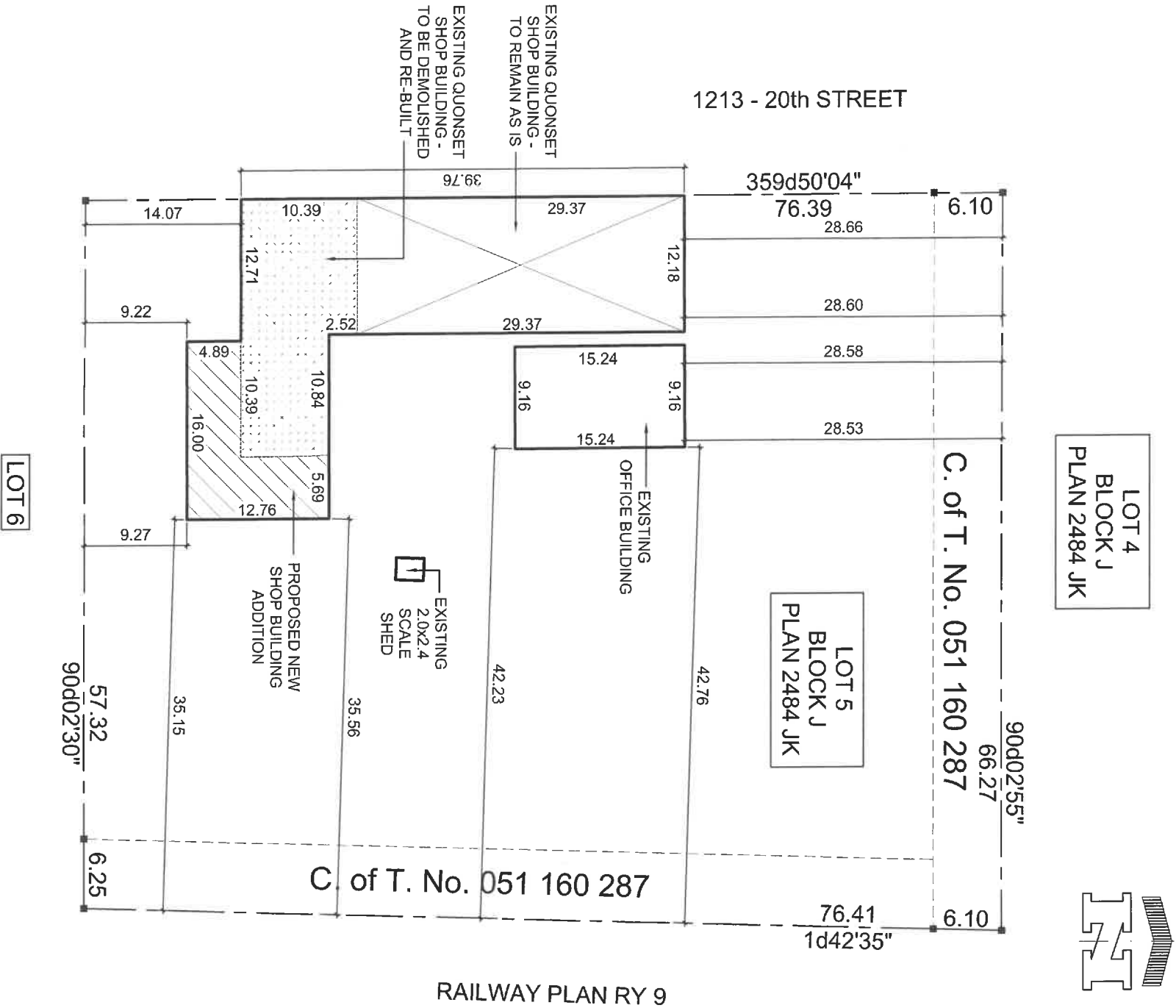


This Drawing Is For The Use Of The Client And Project Indicated

Drawing Name: map\_TownOfDidsbury.qgs  
Path: W:\Terra Nova\Projects\2015\201\Project\OGIS\



Drawn: PB



SITE PLAN

SCALE: 1:500

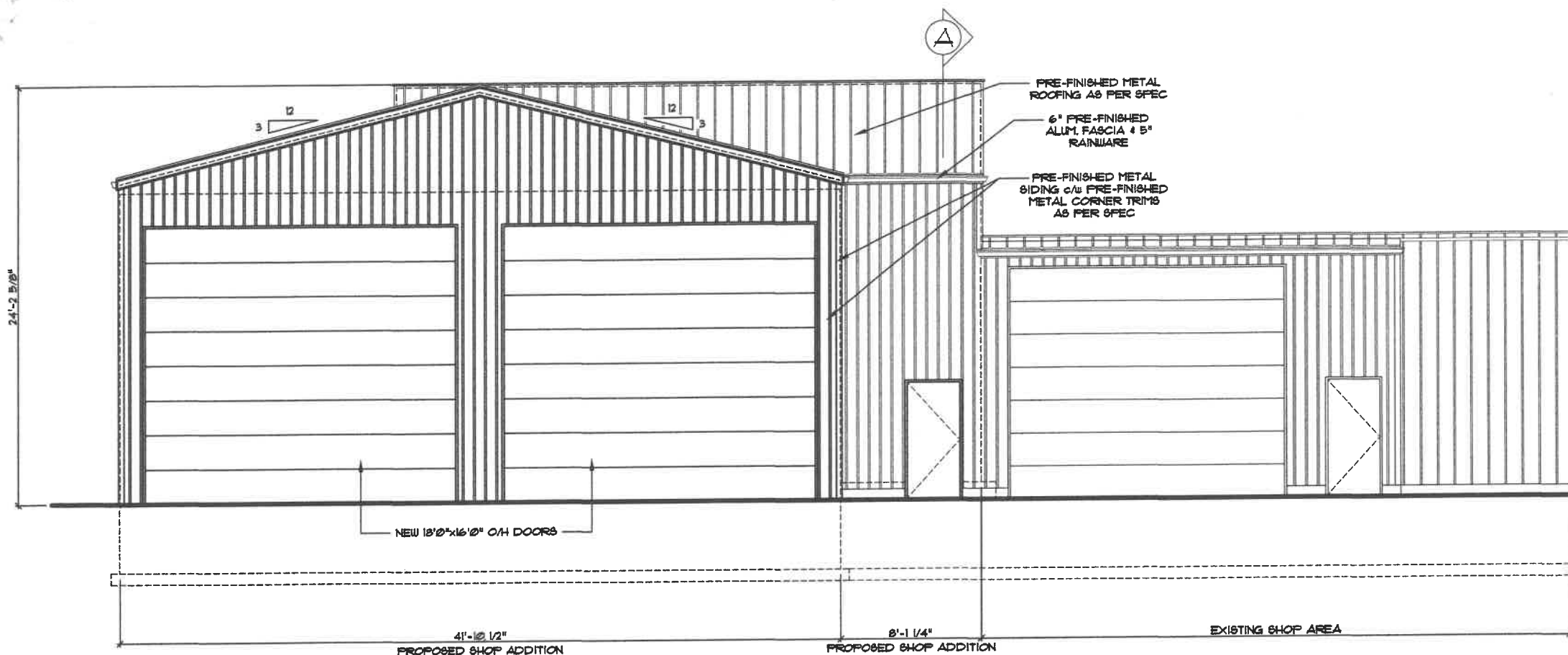
LOT AREA:	5,534.54 sq.m.	CLIENT:	MILLER EXCAVATING	SCALE:	AS NOTED
EXISTING OFFICE:	139.6 sq.m.	PROJECT:	SHOP ADDITION	DRAWN:	N J
SCALE SHED:	5.0 sq.m.	LOT 5 / BLOCK J / PLAN 2484 JK		JOB NO:	21-121
EXISTING SHOP .:	569.95 sq.m.	1213 - 20th STREET			
SHOP ADDITION:	122.76 sq.m.	DIDSbury, ALBERTA			
SITE COVER:	837.61 sq.m. =15.63%	DRAWING:	SITE PLAN	PAGE:	S-1



**JORDER DESIGN INC.**  
Architectural Design & Drafting  
P.O. Box 1973 Didsbury, Ab. T0M 0W0  
Tel: 403.807.6256 Email: jordei@esuplanet.net

Single Family Residences / Multi Family Projects  
Renovations & Additions / Shops & Outbuildings  
Commercial Buildings / Tenant Improvements





### EAST ELEVATION

SCALE: 1/8" = 1'-0"



### WEST ELEVATION

SCALE: 1/8" = 1'-0"

DATE:	RELEASE:
11/10/21	Prelim # 1 issued for review & comments
11/15/21	Final # 1 issued for permits, tendering & construction.

**JordetDesignInc.**  
Architectural Design & Drafting  
P.O. Box 1973 Didsbury, Ab. T0M 0W0  
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CLIENT:  
**MILLER EXCAVATING**

PROJECT:  
**SHOP ADDITION**

**1213 - 20th STREET  
DIDSBURY, AB.**

DRAWING:  
**EAST ELEVATION,  
WEST ELEVATION**

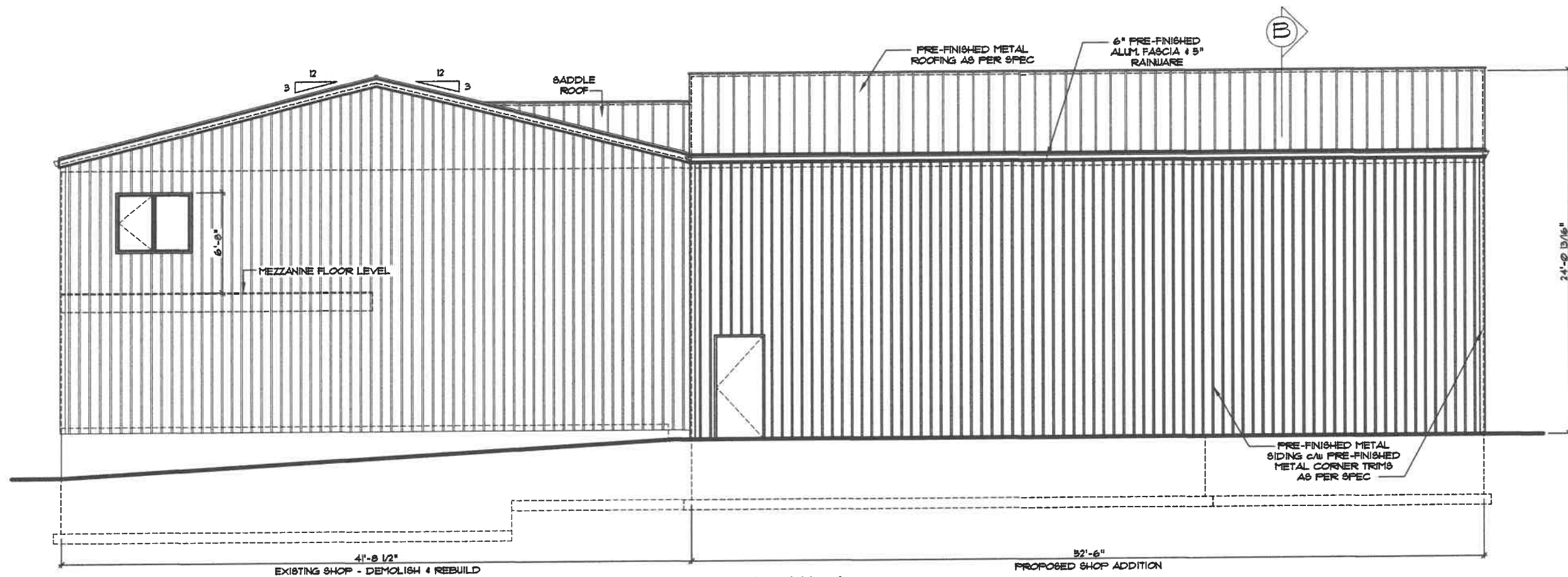
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JOB NO:  
**21-121**

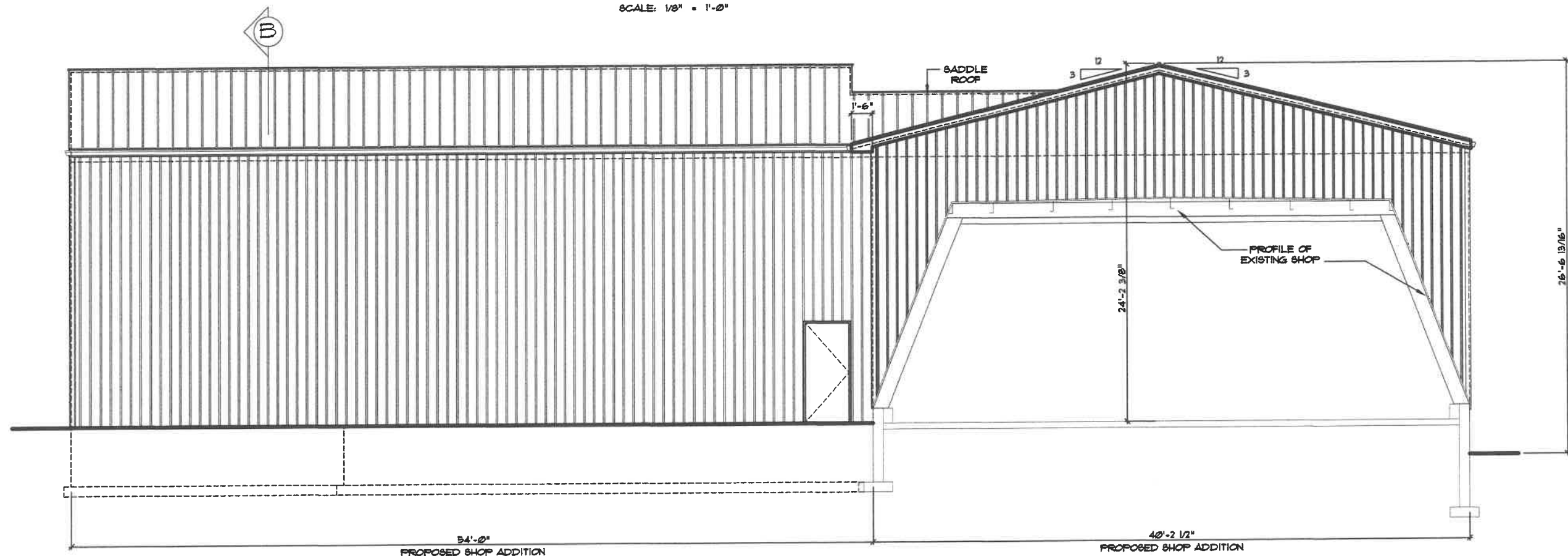
PAGE:  
**1 OF 13**

Page 37 of 55



**SOUTH ELEVATION**

SCALE: 1/8" = 1'-0"



**NORTH ELEVATION**

SCALE: 1/8" = 1'-0"

DATE:	RELEASE:
11/10/21	Prelim # 1 issued for review & comments
11/15/21	Final # 1 issued for permits, tendering & construction.

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P.O. Box 1973 Didsbury, Ab. T0M 0W0  
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CLIENT:  
**MILLER EXCAVATING**

PROJECT:  
**SHOP ADDITION**

**1213 - 20th STREET  
DIDSBURY, AB.**

DRAWING:  
**SOUTH ELEVATION,  
NORTH ELEVATION**

SCALE: **AS NOTED**

DRAWN: **N J**

JOB NO:  
**21-121**

PAGE:  
**2 OF 13**





## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	Appointment to the Didsbury Municipal Library Board
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	7.6

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### **BACKGROUND/PROPOSAL:**

Council appoints members of the public to various boards and committees in which the Town has the authority to do so.

Appointments to the Didsbury Municipal Library Board occur in accordance with both the *Libraries Act*, Part 1 Section 4(1) and the Town of Didsbury Library Board Bylaw #2021-12.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Didsbury Municipal Library Board Bylaw 2021-12 Article 5 states:

*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 10 members appointed by Council. This will include one (1) member from the Town of Didsbury Council and one (1) member appointed by Mountain View County Council.*

Mountain View County has appointed Ms. Alana Gibson as their representative to the Didsbury Municipal Library Board.

### **ALIGNMENT WITH STRATEGIC PLAN**

Organizational Excellence

### **RECOMMENDATION**

That Council move to appoint Alana Gibson to the Didsbury Municipal Library Board until the Organizational Meeting in 2022.





## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	DEDAC Member Appointment
ORIGINATING DEPARTMENT	Economic Development
AGENDA ITEM	7.7

---

### **BACKGROUND/PROPOSAL:**

The Didsbury Economic Development Advisory Committee (DEDAC) would like to make a recommendation for an appointment of a new member to the DEDAC Committee for Council's consideration.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Due to the public call for additional members to the Economic Development Advisory Committee, the Economic Development Officer has received an application for the committee.

Ryan Shokoples' application has been reviewed by the DEDAC members and Shelly Daly, the Vice Chair, met with the applicant in person. Ryan is new to the Didsbury community and just recently opened up a homebased business with his wife. The DEDAC members think that Ryan Shokoples would be a great addition that, as a new resident and business owner, would bring a different perspective to the committee.

### **ALIGNMENT WITH STRATEGIC PLAN**

Strategic Priority: Economic Development Prosperity

### **RECOMMENDATION**

That Council appoint Ryan Shokoples as a new member to the Didsbury Economic Development Advisory Committee until the Organizational Meeting in 2022.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	Strategic Plan Consultant Options
ORIGINATING DEPARTMENT	OCAO
AGENDA ITEM	7.8

---

### **BACKGROUND/PROPOSAL:**

The new Council was elected on October 18, 2021 and commenced the new Term by engaging in some initial strategic planning in preparation for the creation of a new Strategic Plan.

Strategic Planning is an important process for any modern organization and municipality. Council is tasked with the responsibility to plan for the long-term future of the community and therefore must create and adopt a Strategic Plan for the Council term.

### **DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

To create a strong and focused 4-year Strategic Plan with an inclusive and collaborative community vision for our future. It is important to research opportunities and options to secure the best facilitator for strategic planning for this Council term.

As Didsbury grows and transitions in many ways, this is an ideal time to build on all that Didsbury is and all that Didsbury has, in order to create an even stronger and more focused Strategic Plan for the vision and direction of Didsbury's future.

It is not only Council who is a stakeholder in the creation of a Strategic Plan, it is also Administration, personnel, and our citizens.

Securing a facilitator, who can guide us through the process to build a Plan for success, will position our municipality for a bright and successful future and would help us to be as inclusive as possible, and to get the Plan done in as timely a manner as possible

The Mayor and some Council members have displayed interest in engaging a qualified strategic consultant to potentially facilitate and assist with the drafting of the new Strategic Plan and, therefore, it is recommended that Council provide direction for Administration to explore the availability and costs for various options.

However, only those options that Administration confidently feels will provide high strategic value to this process should be brought back for consideration.

### **RECOMMENDATION:**

That Administration explore options for a strategic planning consultant to facilitate the drafting of a new strategic plan and that qualified options be brought back for Council's consideration.



# CAO Report – December 14, 2021

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## 1. 3<sup>rd</sup> Quarter Reports (Engineering & Infrastructure)

### **Engineering**

Capital projects began this quarter. Improvements to the 20<sup>th</sup> Street south commercial area began with the installation of a stormwater extension north to 17<sup>th</sup> Avenue. The project also included the replacement of the asphalt surface and concrete sidewalks. Concurrently, Fortis streetlight infrastructure along 20<sup>th</sup> Street also began.

Ongoing development support for municipal services, infrastructure design and construction.

### **Infrastructure**

The Departments continued with routine seasonal work and tackled several special projects including Southridge Coulee pathway relocation, cemetery road improvements, and excavation and site preparation work for the playground at the Memorial Complex. All of which were undertaken in Q3.

### **Roads**

The department worked closely with local suppliers to complete the investment into road and concrete repair and maintenance for 2021. Work is set to be complete in early Q4.

### **Water**

Routine operations during the third quarter occurred. Planning for fire hydrant replacement in 2022 was finalized.

### **Wastewater**

The Town closed commercial septage dumping at the municipal treatment facility on Sept 1, 2021. This move was in response to the bathymetric survey conducted. The department also began chemical additives to our treatment system to encourage beneficial bacterial digestion. Activity immediately increased in every treatment cell. The department will continue to treat the system throughout Q4 and through 2022 to decrease the accumulated sludge volumes.

### **Solid Waste**

The department responded to 32 requests for bin repair and maintenance services.

### **Facilities**

The department invested several hundred hours into facilities this quarter collecting estimates, responding to work orders, and contractor management.

### **Cemetery**

The cemetery road network was top dressed with gravel to improve the traveling surface and eliminate potholes. The remaining poplar trees adjacent to Deer Coulee subdivision and pathway were removed and the chain-link fence was taken down in preparation of remedial work to the asphalt pathway.

### **Pathways**

The department continues to assess the asphalt pathway network and identify areas of remedial work. Southridge Coulee pathway was relocated from the bottom of the coulee to the Northside along the bank to eliminate the pathway being washed out each spring. Culverts were twinned and pedestrian safety improvements were installed over the culvert bridge and at the outfall to keep users safe.

### **Emergency Management**

The Agency continues to build capacity and take advantage of training opportunities held by AEMA. COVID-19 continues to present several challenges with training our team.

2. **Report to the CAO** (Community Services)

**Didsbury Aquatic Centre Update**

The Didsbury Aquatic Centre will reopen to the public on Sundays, beginning January 3, 2022. As Council is aware, we have faced a staffing deficit in aquatics for the past year as a result of lack of lifeguard training opportunities due to COVID-19. We are thrilled to be operating with an almost full roster of lifeguards once again, and with that, be able to reopen for Sunday use. Sundays will see the operation of Private Swim Lessons, Household Rentals and a Youth Swim time.

Additionally, with Sundays now available to handle the high demand of household rentals we are seeing, we are able to free up some time on Saturdays to bring back Saturday Swim Lessons to our community. These additional lesson sets will help to alleviate the wait lists we are seeing for swim lessons, and get more kiddos in the water to enhance their swimming abilities, which are important skills that were also put on hold as a result of the pandemic.

**Curling Club Update**

On December 6, 2021, the Didsbury Curling Club (DCC) started their 2021/22 season at the Complex. This season will begin the trial year of a new operating model for the DCC, which sees them utilizing an hourly block-booked use agreement for all league hours and an hourly rate model for all bonspiels and other events. This new model replaces the previous lease model that was used for the DCC in the past. They have extended their season to March 23, 2022 to hopefully accommodate the Farm and Ranch Bonspiel and the Mixed Bonspiel near the end of their season. Council will receive a report on this trial year in Spring 2022, once the trial year reaches completion.

The Town of Didsbury will begin offering rental times in the curling rink for outside users beginning in January, and we hope to see good interest in this new recreation opportunity for our community members.

3. **November Action Requests** (Finance)

Please find attached the November Action Request report.

**Action Requests Detail Report  
November 2021**

# of  
Requests

**Administration**

**1 Finance**

Tax account issue

**Municipal Enforcement**

**4 Animals**

Dog waste not cleaned up, Found dog in Didsbury, Dog leaving waste on front yard ,  
Repeat call regarding dog pooping on yard

**6 Vehicles**

Minivan parked all night west of the intersection,  
Vehicle backing up in unsafe matter, Vehicle speeding, Notice on door  
Ticket Warrant, Seizing vehicle concern

**2 Property**

Neighbors weeds 2 feet tall, Refusal to move boards off fence

**2 Streets**

Patrols in park area, Speeding through playground

**1 Noise**

Neighbor plays drums throughout night,

**Public Works**

**3 Streets**

Lots of holes on 7th Ave, Road north of 10th street ripped up,  
Vehicle deer mishap, 10th street road issues

**4 Water / Sewer**

Leak in house before water meter, Water service issue, Sewer blockage,  
West Heights Drive water leak

**1 Solid Waste**

Residents not bringing their bins to curb

**2 Property**

Signs blowing down,

**26 Total**



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

COUNCIL MEETING DATE	December 14, 2021
SUBJECT	Council Reports
ORIGINATING DEPARTMENT	Legislative Services
AGENDA ITEM	8.2

---

### BACKGROUND/PROPOSAL:

Council members will give a verbal and/or written report on any business or committee activity they have participated in.

### ALIGNMENT WITH STRATEGIC PLAN

An Informed & Engaged Community

### RECOMMENDATION

That Council move to accept the Council Reports for December 14, 2021 as information.

## Relevant information beyond the presentations from AUMA (AM) sessions #1

### 1. Advocating for Small Communities in a Big World. (Small Communities Committee)

With the help of AUMA Government Relations Director Jeff Hornwood, small communities did an exceptional job of providing practical guidance and advocacy for smaller municipalities.

A skit by committee members on How to lose a Minister in 10 words or less demonstrated inappropriate and appropriate engagement with ministers. The importance of finding alignment with ministerial priorities and doing adequate preparation and research, raises the likelihood of understanding, inclusion and success!

#### ADVOCACY

- a. Advocacy for improved small community access to **healthcare** included the following:
  - Reducing barriers for nurse practitioners
  - Collaborating with both RMA and AUMA (AM)
  - Rural Sustainability with Primary Care Task Force
  - Advocating for improved emergency response
- b. Expanding the Broadband Network. 2021 Resolution B10- Provincial Broadband Strategy
- c. Viability Review Process. Hythe and Wabamun dissolved. More small communities are doing it.  
AMA Provincial reviewing process: The Future of Municipal Government. Government structures to enable municipalities to thrive. Phase 1: Research papers (U of C- public policy) Phase 2: Presidents Summit 2023  
To shape their own destiny and avoid government mandates.
- d. Digest- Provides a small communities lens for policing, COVID-19, libraries, charitable gaming.

#### AUMA Director of Government Relations Jeff Hornwood

##### Advocacy Advice

- a. You are the local expert. If not you, who? Engage decision makers, build relationships.
- b. Identity- what matters? Plan/issue? Position/ask?
- c. How? Create a plan and take action. Be prepared to follow up. An opponent today might be a friend tomorrow. Look for allies. Be mindful of time and place. \*Not all decisions are made at the top.
- d. MLAs represent you community and have access to influencers. Your voice in Edmonton. AUMA (AM) macro role in representing your community.
- e. Power analysis: People tend to act in their own political self interest. Reminder: You are dealing with people. They run for the right reasons. Be willing to engage. Respect but defend and promote!

## Relevant information beyond the presentations from AUMA (AM) sessions #2

### Executing Capital Plans in Uncertain Times

My session was cancelled, and others were full, so I went to this CAO/CFO session, but my notes are from the perspective of Council. Most of the session was verbal and CAO panel discussion.

1. Inflation and supply chain forecasts are not exact. **There is Council misunderstanding, assuming a static budget.** Councils need to understand and be able to adapt to the changing markets and commodities/supplies. Changes were necessary in the last term (Covid). Implications for future capital works- Prepare for the unexpected!
2. How to plan for uncertainties in availability, supply and cost of labour as it pertains to project cost and timelines. (Medicine Hat: No raises for a couple of years, tight budgets-inflation coming. Many older employees- succession-evolving labour market.) \*Make good use of experience of older employees to teach new ones. \*Attract new employees who want to change careers by saying what municipalities do. \*Stress the sense of purpose and comradery. People work for VALUE, more so than just dollars!
3. Municipalities' fiscal health. The Alberta government is struggling with the downturn. Alberta indications for participation. LGFF split. Municipalities must share costs of investments. Advocate for your municipality- provincially and federally. The federal government has said it will work with municipalities- more and more other funds are available. Partnerships are available at every level of government. Provincial and federal initiatives toward alternative energies. Energy transition funds are flowing. Provincial finances are better than expected. Funds are usually more available before an election.
4. What if budgets are not approved until Spring 2022, creating significant consequences for the 2022/2023 construction period? What processes can we do at the same time instead of sequentially- compressing timelines with advice? Be shovel ready for quick opportunities! The business can't stop! Can't stall the whole process until new councillors get comfortable. This is not a time for indecision and delay. Hopefully council can trust in the prior process for now and get more involved in the next budget cycle.
5. What are municipalities doing to ensure proper project oversight and citizen engagement, communication and decision making while working remotely? Some employees can work remotely, and some need to be there. Remote is not that easy, but recognize the extra risk that on site employees have. We are likely to continue a hybrid working environment. There are a lot of efficiencies with the hybrid model. The situation is both an opportunity and challenge for citizen engagement with residents. Don't lower the bar so low that decisions get made on Facebook! Have three to four small citizen engagements rather than one big one.
6. Work on better engagement between municipalities. Approach organizations and municipalities for help. There is not always a charge. Sometimes a sandwich goes a long way!



## **Relevant information beyond the presentations from AUMA (AM) sessions #3**

### **The Role of Elected Officials in Economic Development and Asset Management**

Economic Development resources are often focussed on bringing in big business or corporations from outside the community. That is not an efficient use of resources. The facts are that:

55% of growth comes from expansion/diversification of existing businesses.

44% come from entirely new start-up businesses in your community

Only 1% comes from corporate expansion into your community

To attract business, many municipalities think it is all about taxes. Labour- NOT taxes, are the #1 priority. Labour costs, highway access, quality of life, taxes and Land availability are deciding factors.

Christina Hawkins, Urban Systems Asset Management & Capacity Building:

Good decisions are time and context sensitive. They are NOT PERFECT! Do the best with what you have when you have it! Focus on service delivery. Asset management is a mindset.

Asset management and Economic Development:

- Leveraging community assets to meet your strategic objectives.
- Maintain a cost competitive environment that encourages investment.
- Prioritize and advocate for funding to address you communities' need.

## **AUMA Conference Session Report**

### **Building Indigenous Relations in Your Community**

- Chief Randy Ermineskin, Ermineskin Cree Nation, treaty 6 territory
- Chief Ermineskin did his introduction in Cree.
- He is a survivor of a residential school.
- He talked about their intimate relationship with the land and animals.
- There are 48 first nations in Alberta.
- Chief highest person in the tribe, in Cree culture you earn your leadership position.
- A lot of Cree near Wetaskiwin are homeless.
- He talked about abuse in residential school.
- Anger he carries in his life because of the residential school.
- He talked about unmarked graves and the investigation in Ermineshin where the residential school had an incinerator, no graves.
- He talked about "Life before contact." Had governance, oral traditions, history was preserved, legends and tradition.
- Wetaskiwin - let's share the land in Cree.
- Cree respect leadership.
- Mistreatment has to be corrected.
- So much we need to learn about and from our indigenous neighbors.
- He knows who he is, proud of where he is.
- Wahkohtown have their own governance and laws, conduct and behavior, framework for treaties.
- His message was appreciate the people around you.
- He talked about the Sixties scoop - unauthorized forced adoption.
- He emphasized the importance of building community and relationships with all peoples.
- Indigenous peoples need to get to a place of healing.
- They appreciate the recognition through placement of territory flags.
- Took away their clothes, language, cut their hair, abused them.
- Truths need to be told.
- Build our community to be more accepting, building together.
- The narrative has to change.
- From here: connecting, accepting, unity and mutual trust. Pope is going to apologize.
- Up to us as leaders to initiate these relationships.
- So very moving and impressive.
- Stewart Breaker of Siksika is the contact to determine flag protocol.

### **Cybersecurity for Municipalities: Mitigating Risks and Protecting Data**

- Ryan Duquette, cyber security.
- 99% of attacks on small/medium sized enterprises. Email compromise and ransomware top 2. 1.8K to 1.4M. Cyber security is a business issue not an IT issue. First identify crown jewels, then protect them, then detect problems, then

incident response. Need to have a plan for each step. Want system to be very secure, very functional, low-cost but can only have 2 of 3.

- Test backups. Have a cyber breach plan, and test it. Provide community awareness and education. Balance between security and functionality.  
Ryan.Duquette@RSMCanada.ca

### **Climate Change and Municipalities: How to Save the World, One Emission at a Time**

- Calvin Lechelt, MCCAC
- Stephanie Ripley, CEIP
- Kara Chomlak, Leduc.
- CEIP - funding that can be offered to residents.
- Identify GHG sources.
- Set reduction targets.
- Make reduction plan.
- Implement plan.
- Corporate versus community emissions:
- Corporate- direct control
- Community - don't control
- AUMA programs available.
- Electric vehicles for municipalities program - rebate structure - federal.
- Municipal Energy Manager Program - AUMA - hired person.
- Clean Energy Improvement Program - Provincial - loans to property owners repayment via taxes.
- PACE program - FCM.
- Myceip.ca
- Create a GHG Action Plan.
- Leduc is an info resource - Weather and Climate Readiness Plan.
- MCCAC/AMSC funding programs.

November 14, 2021

Mayor and Council  
Town of Didsbury

First let me say it was an honour to attend your November 9<sup>th</sup> meeting to present a report to yourselves on behalf of the Didsbury and District Historical Society with respect to the activities of the past year and provide insight to the year ahead.

As part of my report I referred to the society's budget document which was provided to you ahead of the meeting and I will be drawing on details from it in this follow up letter of request.

You will note that this document is in two parts with the operational budget being the first and the other financials being the second. The second part contains what we considered to be restricted fund at the time of preparation. Some numbers of note are:

Donations projected at \$5,900.00 verses \$10,153.00 in the previous period due in part to support received in the name of Frankie Kelly.  
Fundraising and Grants come in at \$48,120.00 down \$7,934.00 from previous period.  
Overall our projected revenue is expected to be down \$11,768.00  
Expenses are relatively flat with the exception of Repairs & Maintenance which is projected to be down \$5,691.00 which still leaves us with a net projected loss of \$4,210.00

COVID-19 continues to be the fly in the ointment which severely limits the society's ability to stage larger scale fundraising events and it is likely to be with us for the foreseeable future. We have been creative in looking toward other funding avenues and will continue to investigate all viable options.

The board has two significant projects still on the table at the present time which we believe will reduce operating expenses with the upgrade of our lighting systems to LED and the repair of damaged roof shakes which will extend the overall life of the roof significantly. With the finalization of the Heritage Book project we have been able to commit the remaining funds in this project (\$20,988.00) to our roof repair and that project is slated to proceed next spring at a cost of \$25,172.00. Remaining funds will come from further book sales, use of some reserves and fundraising. The upgrade of lighting to LED will provide a significant savings to ongoing

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**Didsbury and District Historical Society (Didsbury Museum)**  
2110 21 Avenue ▪ (403)335-9295 ▪ [www.didsburymuseum.ca](http://www.didsburymuseum.ca)

lighting cost throughout the museums many rooms and we are still investigating avenues to secure the estimated project costs now in the \$30,000.00 plus range.

In an effort to fund our ongoing operating costs and build up some reserves for these major expenditures and unforeseen new ones we are hoping to launch in 2022 a revised museum sponsorship program which we hope will be successful even in these trying times of cutbacks. We became aware of a potential funding opportunity which would have required an initial outlay of funds in the range of \$6,000.00 which we felt could not be risked at this time. We were however given the names of three charitable givers that we could approach and will be following up in the new year once our new board is in place.

During the meeting of November 9<sup>th</sup> I indicated that the budget had suggested an increase to town support of \$1,000.00 to \$32,000.00 for the coming years. I am hopeful that during your budget deliberations you may see your way clear to increase your support by \$4,000.00 to \$35,000.00.

As always the museum greatly appreciates all the support you have provided both monetarily as well as lawn mowing and snow clearing when needed.

Once more on behalf of the Board of Directors of the Didsbury and District Historical Society I thank you for your continued support and look forward to continuing this fine working relationship in all things Didsbury.

Yours in History

A handwritten signature in dark ink, appearing to read 'Rick Astle', written in a cursive style.

Rick Astle, President

# Thank You

for your support



Town of Didsbury,

We are thankful for  
community partnerships  
and  
grateful for your assistance  
with our  
Winter Wonderland mini-golf  
and  
Pictures with Santa!

From the Didsbury  
Library and  
Maia + Kennedy :)

# HOW ALBERTA'S POPULATION ESTIMATES WILL APPLY TO 2022 FUNDING

Dec 8, 2021

In recent months, some Alberta Municipalities members have asked what population data will be used by the provincial government to calculate the allocation of provincial funding to municipalities in 2022.

We asked Alberta Municipal Affairs, and the ministry provided the following response:

- The Canada Community Building Fund (formerly the Gas Tax Fund) and the Municipal Police Assistance Grant will be allocated based on the annual population estimates prepared by Alberta Treasury Board and Finance.
- Municipal Sustainability Initiative (MSI) Capital – the population data is not applicable because the 2022 allocations are estimated to be 40.6% of each municipality's 2021 MSI Capital allocation.
- MSI Operating – the population data is not applicable because the 2022 allocations are estimated to match each municipality's 2021 allocation.
- Public Library Operating Grant amounts will be confirmed following the release of the province's 2022 budget.
- Family and Community Support Services (FCSS) funding will be made according to three-year signed agreements between municipalities and the Government of Alberta.

## Background

In 2019, the Government of Alberta announced that it would develop a system to estimate the population of each municipality annually instead of using municipal censuses between each federal census year. The change was driven by the province's goal for greater consistency in population data due to municipal censuses only being used by a limited number of municipalities. Engagements were held with municipalities in 2020 and annual estimates were released that same year.

The 2021 population estimates are expected to be available in December 2021. Questions about this information may be directed to [advocacy@abmunis.ca](mailto:advocacy@abmunis.ca).