



TOWN OF DIDSBURY AGENDA
Regular Council Meeting

Tuesday, February 28, 2023, 6:00 pm
Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
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11.1	Library Project as per Section 24 of the FOIP Act	
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11.3	Personnel as per Section 17 of the FOIP Act	
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11.5 Code of Conduct as per Section 17 and 23 of the FOIP Act

11.6 Code of Conduct as per Section 17 and 23 of the FOIP Act

12. RECONVENE

13. ADJOURNMENT



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

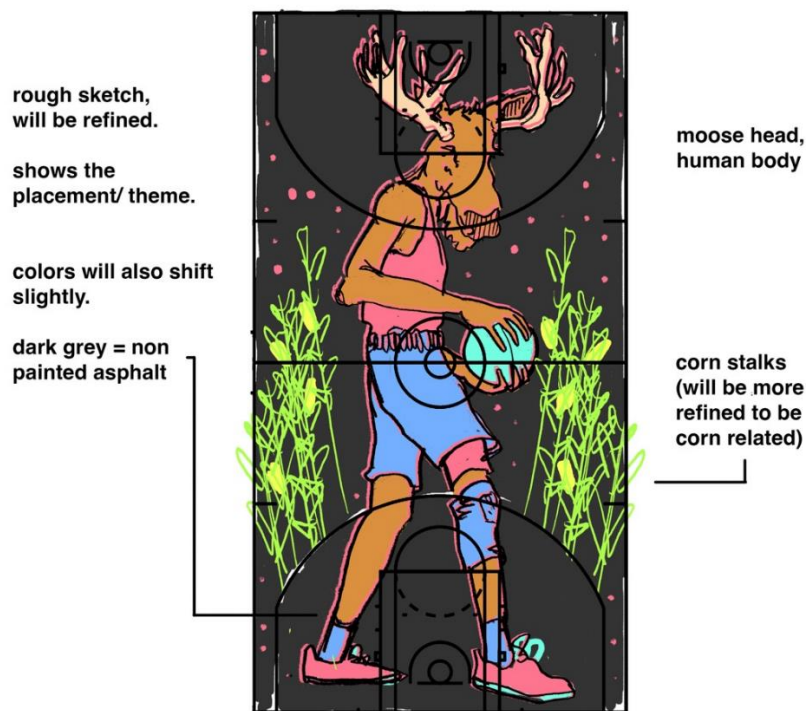
MEETING DATE: February 28, 2023
SUBJECT: Zion Youth Group
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Representatives from the Zion Church Youth Group spoke to Council at the August 23, 2022 Regular Council Meeting regarding the group partnering with professional artist, Geoff Gouveia, to paint a mural on the Town of Didsbury's basketball court located on 20 Avenue, near the Museum.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council approved to grant the Zion Youth Group permission to paint a mural on the basketball court with the design to be pre-approved by Council. Please find the proposed design below:



ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

That Council thank the Zion Youth Group for their presentation of their proposal for the mural on the basketball court, and accept it as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
SUBJECT: February 14, 2023 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the February 14, 2023 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

2. An Informed & Engaged Community

RECOMMENDATION

That Council move to adopt the February 14, 2023 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting
Held on February 14, 2023 in Council Chambers at 1606 14 Street
Commencing at 6:00 p.m.**

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

Council Members Absent Councillor Ethan Williams

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

1. CALL TO ORDER

Mayor Hunter called the February 14, 2023 Regular Council Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Add 12.1 Personnel as per section 19 of the FOIP Act.

Res. 060-23

MOVED by Councillor Baswick

To adopt the February 14, 2023 Regular Council Meeting Agenda as amended.

Motion Carried

3. DELEGATIONS/PRESENTATIONS – no delegations

4. ADOPTION OF MINUTES

4.1 January 24, 2023 Regular Council Meeting Minutes

Res. 061-23

MOVED by Councillor Moore

To adopt the January 10, 2023 Regular Council Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS – no public hearings

6. REPORTS

6.1 Council Reports for February 14, 2023

Res. 062-23

MOVED by Deputy Mayor Engel

To accept the Council Reports for February 14, 2023 as information.

Motion Carried

6.2 CAO Report for February 14, 2023

Res. 063-23

MOVED by Councillor Moore

To accept the CAO Report for February 14, 2023 as information.

Motion Carried

Res. 064-23

MOVED by Deputy Mayor Engel

That the Performance Evaluation Committee explore potential options for addressing false alarms

Motion Carried

7. BYLAWS & POLICIES

7.1 Bylaw 2023-01 Planning and Business Licence Rates and Fees (3rd Reading)

Res. 065-23

MOVED by Councillor Windsor

That Council grant third and final reading of Bylaw 2023-01 Planning and Business Licence Rates and Fees.

Motion Carried

Res. 066-23

MOVED by Councillor Windsor

That the Policy and Governance Committee be charged with exploring allocation of a portion of the business licence fees received after the early incentive payment deadline that would benefit the business community and bring back a recommendation to Council.

Motion Carried

7.2 Bylaw 2023-05 Recreation Rates (1st Reading)

Res. 067-23

MOVED by Councillor Windsor

That Council grant first reading to Bylaw 2023-05 Recreation Rates and refer it to the Strategic Planning Committee for review.

Motion Carried

8. BUSINESS

8.1 Invitation from Consul-General of Japan

Res. 068-23

MOVED by Councillor Moore

That Council approve Mayor Rhonda Hunter or alternate and a guest attend the reception in Celebration of the Birthday of His Majesty the Emperor of Japan on Friday, February 17, 2023 in Calgary, Alberta.

Motion Carried

8.2 Five-0 Club

Res. 069-23

MOVED by Councillor Baswick

That Council approve the termination of the lease agreement between the Town of Didsbury and the Didsbury Five-O Club for the West Facility located at 2500 15 Avenue effective March 1 2023, and that Council approve Administration developing a new lease agreement with the Didsbury Five-0 Club for the East Facility located at 1619 22 Avenue, for consideration by Council.

Motion Carried

Res. 070-23

MOVED by Councillor Windsor

That Administration research the history of the Five-0 Club building located at 2500 15 Avenue, the cost of operating the facility, and the options available to the Town for the lease, sale or rental of the facility.

Motion Carried

8.3 Appointment to DEDAC

Res. 071-23

MOVED by Councillor McCoy

That Council appoint Karen Griffin to the Didsbury Economic Development Advisory Committee.

Motion Carried

8.4 RCMP HVAC

Res. 072-23

MOVED by Deputy Mayor Engel

That Council approve to fund the RCMP HVAC project overage of \$583.33 from the RCMP Capital Reserve, with the revised cost of the project being approved at \$17,208.73.

Motion Carried

8.5 Composting Program

Res. 073-23

MOVED by Councillor Moore

That Council approve a one-time \$50.00 rebate for backyard composters, to be offered by the Town of Didsbury, for composters purchased at local Didsbury businesses only. The program is to be funded by the Waste Collection Reserve.

Motion Carried

Res. 074-23

MOVED by Councillor Moore

That Council approve a summer fee discount be offered to those residents wanting additional green bins. For the compost collection season, residents may add additional green bins for a one-time change of service fee of \$15/change, and a monthly collection fee of \$3.15/additional bin.

Motion Carried

9. CORRESPONDENCE & INFORMATION

- CAEP Regional Economic Growth Strategy

Res. 075-23

MOVED by Councillor Windsor

To accept the Correspondence item presented as information.

Motion Carried

10. COUNCIL MEETING HIGHLIGHTS

- Opening of the 2 new businesses in Town (Elk Fitness and Daphne's Market)
- CAO Report
- Planning & Business Licence Rates Bylaw
- Continuation of Composting Program
- Appointment to DEDAC
- Gratitude and thanks to Five-0 Club for their years of volunteerism, service, and dedication in looking after the facility and to providing opportunities for hundreds of community events and activities hosted over the years.

11. QUESTION PERIOD

12. CLOSED MEETING

Res. 076-23

MOVED by Councillor Moore

To go into Closed Meeting at 8:01 p.m. as per the following sections of the FOIP Act:

- 12.1 Personnel as per Section 19 of the FOIP Act
- 12.2 Didsbury Golf Club as per Section 16 of the FOIP Act
- 12.3 Didsbury Library as per Sections 21, 24 and 25 of the FOIP Act
- 12.4 CAO-Council Dialogue as per Sections 24 of the FOIP Act
- 12.5 Council Interface as per Section 23 of the FOIP Act

Motion Carried

13. RECONVENE

Res. 077-23

MOVED by Councillor Windsor

To return to Open Meeting at 9:38 p.m.

Motion Carried

Res. 078-23

MOVED by Councillor Moore

To approve the Sub-Lease Agreement as discussed.

Motion Carried

Res. 079-23

MOVED by Councillor Windsor

To invite the Golf Club to at Council meeting to share updates, challenges and successes with Council.

Motion Carried

Res. 080-23

MOVED by Councillor Windsor

For Mayor Hunter and the CAO to meet with the Didsbury Library Chair and Manager as discussed.

Motion Carried

Res. 081-23

MOVED by Councillor McCoy

That Council engage in the Interface process as discussed.

Motion Carried

14. ADJOURNMENT

Res. 082-23

MOVED by Councillor Moore

To adjourn the February 14, 2023 Regular Council Meeting at 9:43 p.m.

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: February 28, 2023
SUBJECT: Bylaw No. 2023-02 Amending the Land Use Bylaw - 1000, 1100 & 1200 Shantz Drive Bylaw No. 2023-03 Amending Shantz Village ASP
ORIGINATING DEPARTMENT: Planning & Development

OVERVIEW

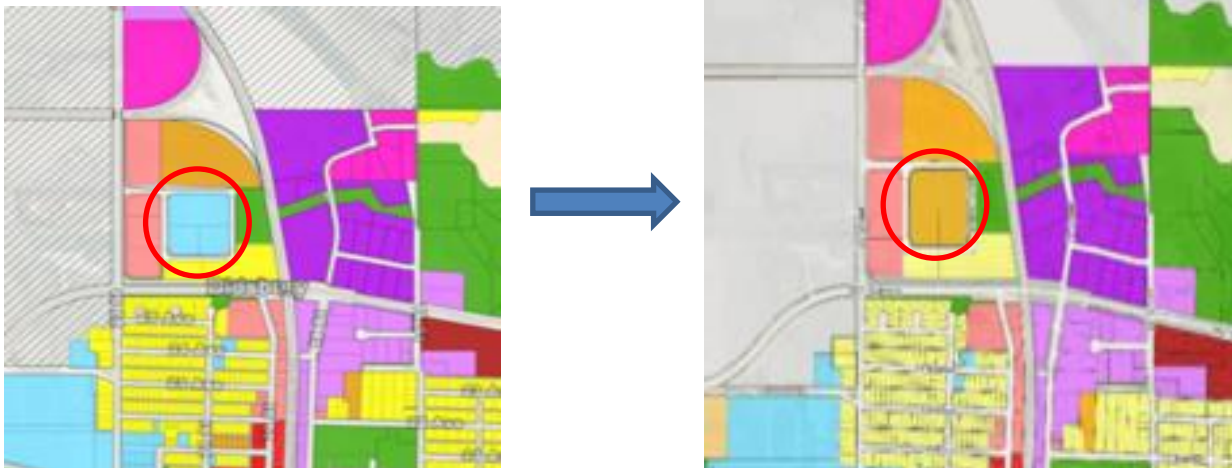
This public hearing is being held for Council to consider the proposal for redesignation of three lots and an amendment to the Shantz Village ASP including all relevant information and circulation comments.

BACKGROUND/PROPOSAL:

The three lots are located centrally within the Shantz Village Area Structure Plan. Surrounding property to the west has been developed for commercial uses. The subject lots are undeveloped and there has been a demand for housing and Multi-Unit Apartment development which will help to fill the demand for dwelling units within the Town.

The Area Structure Plan has a vision. “The Shantz Village ASP will be a quality, urban development within a recognized growth corridor in the Town of Didsbury. A range of residential opportunities will be leveraged to help provide diverse housing options for current and future residents. Further, commercial development will assist to diversify the local economy and generate a greater tax stream. Appropriate edges along Highway 582 and 23rd Street will ensure a suitable transition to neighbouring uses.”

The three lots are currently zoned IS: Institutional District and are proposed to be redesignated to R5: Residential District High Density.



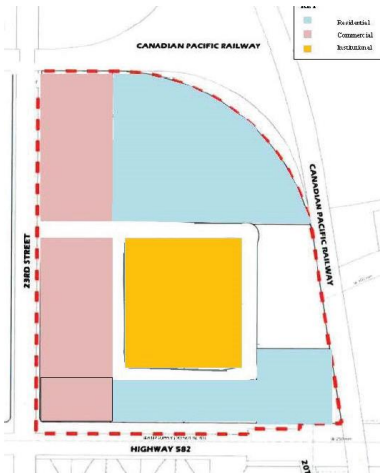
The proposed change to the Shantz Village ASP will reflect the lots to be identified in the Residential Policy Area.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.



Key Dates, Communication and Information:

Application Circulated	The proposal was circulated to adjacent landowners as well as to Referral Agencies on January 11, 2023 with a comment deadline of February 10, 2023.
Responses from Referral Agencies	<p>Alberta Transportation: Alberta Transportation offers the following comments and observations with respect to the proposed land use amendment (s):</p> <ol style="list-style-type: none"> 1. Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable 2. Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies. 3. There are policies in place in the Shantz ASP to consider traffic impacts in the Transportation Impact Assessment (TIA) section. This section acknowledges the TIA by Urban Systems in 2012, and indicates "In addition, improving the existing 23rd St and 20th St intersection along Highway 582 to a Type IIA and Type IIC intersection treatment as per Alberta Transportation Highway Geometric Design Guide was recommended." 4. Alberta Transportation has plans showing a Type II as well as a Type III intersection upgrade at the Hwy 582 & 23rd St intersection, therefore AT is requiring an updated TIA memo in order to confirm which upgrade is actually required when the development stage takes place. <ul style="list-style-type: none"> •Other than the comments included above, Alberta Transportation offers no objections to the proposed changes in the MDP or LUB <p>Altalink: No Response</p>



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

AHS: No concerns with the proposal at this time.

ATCO Gas: No objections subject to the following conditions:

1. ATCO Gas existing right-of-way or other land rights shall be carried forward and registered on any newly created lots. Any work of any nature whatsoever (i.e. paving, stockpiling, landscaping, berms, etc.) affecting the surface of ATCO Gas right-of-way must first receive prior written consent from ATCO Gas Land Administration Department at 780-420-8012 or email crossings@atcogas.com.
2. There are existing ATCO Gas services in the area. If it should be necessary to lower, relocate, or make any alteration to our existing service due to this proposal, please contact ATCO Gas Service Admin Coordinator at 780-420-7514 to discuss a service alteration. Note all alteration costs will be borne by the developer / owner.
3. There are existing ATCO Gas facilities in the area. Drainage for any of ATCO Gas above ground appurtenances must be maintained. If it should be necessary to lower, relocate or make any alterations to the existing facilities and/or appurtenances due to this project, please contact ATCO Gas Distribution Engineer Hebron Bhatti (hebron.bhatti@atco.com, 403-304-6015) to enable an adequate and timely response by ATCO Gas. Note all alteration costs will be borne by the developer / owner.
4. If gas service is required, to avoid delays, the owner / developer should contact an ATCO Gas Service Admin Coordinator at 780-420-7514, or their local ATCO Gas agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 4 months is recommended. Note, each lot / unit is to have a separate service line.

Chinooks Edge: No Response

Canada Post: No Response

FortisAlberta: No Response

Mountain View County: No Comments or Concerns

RCMP Didsbury: No Response

Telus: No objection to the proposal.

Town of Didsbury Engineering: No concerns.

Didsbury Fire Dept: No Response

CP Rail: No comments and provided a copy of Guidelines for New Development in Proximity to Railway Operations



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

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DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The development of residential parcels within this area provides diversity of development and will lend support to the existing and future commercial development within the Area Structure Plan.

The redesignation of these lots will provide more area for development of housing that will help to address the need for more housing in town. The proposal is in compliance with Town statutory plans.

Recent Area change from Residential to Commercial within ASP	2.1900 square meters
Proposed area change from Institutional to Residential within ASP	7.8700 square meters
Increased Residential area within ASP	5.6800 Square meters

The Municipal Development Plan identifies within the residential part, that the increase in overall housing costs leads to the need for a range of housing styles and affordability options. The redesignation of these lots will allow for the consideration of development of a variety of housing types that will add to the Town's inventory of affordability options within the approved Area Structure Plan.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

ALIGNMENT WITH STATUTORY PLANS

Municipal Development Plan Bylaw No. 2012-09

Part 3.0 Residential Development

3.2.5 The range, style, and type of new residential development shall be approved in Area Structure Plans.

- These lots are within the Shantz Village Area Structure Plan.

3.2.7 The Town will ensure the provision of a variety of housing types and styles to meet the diverse needs of the community.

- The proposed redesignation will accommodate this provision.

3.2.8 The Town supports the development of the following housing types:

- (a) Single-detached dwellings,
 - (b) Semi-detached dwellings,
 - (c) Duplexes,
 - (d) Fourplexes,
 - (e) Townhouses,
 - (f) Apartments,
 - (g) Manufactured/modular homes,
 - (h) Seniors housing (retirement, assisted living, and nursing and lodging homes),
 - (i) Secondary suites (where deemed appropriate by this Plan and other Town policies and documents), and
 - (j) Other innovative forms of housing.
- The proposed redesignation to R5: Residential District – High Density will allow for the development of housing types described in c, d, e and f listed above.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

3.2.11 High density housing developments (i.e. apartments and large seniors' housing projects) are supported by this Plan provided they are located in close proximity to shopping facilities, major institutions, parks and/or open spaces and have good access to transportation facilities.

- The area considered for redesignation is adjacent to an existing shopping facility and the internal road network for the ASP has been established.

Shantz Village Area Structure Plan Bylaw No. 2016-04

The policy area within the ASP, Section 6.0 Land Use Policy Areas has a purpose to provide mixed residential uses.

6.1 Residential Area

Purpose: The purpose of the Residential Area is to provide for a variety of quality, mixed residential uses within the Area Plan including semi-attached dwellings, multi family apartments and an assisted living facility. These newly created residential dwellings provide a range of housing options for existing and new residents to fulfill a variety of their needs and desires.

Policy 6.1.1 A range of residential uses are considered appropriate in the Residential Area dependent on the zoning for each parcel. These uses allow for dwellings from single detached, semidetached and duplexes to apartment buildings and residential care facilities. This wide range of uses allows flexibility for the developer and will result in diverse housing opportunities.

- The proposed amendment to the ASP is in alignment with the purpose and policy for residential uses.

FINAL COMMENTS

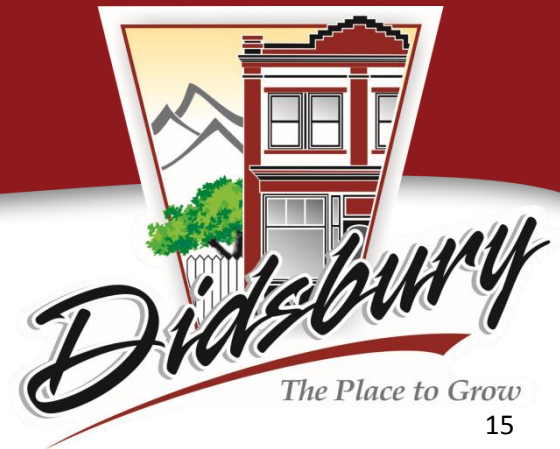
If Council is satisfied with the information and results of the Public Hearing, Administration is asking for second and third readings to Bylaw 2023-02 and Bylaw 2023-03 later on in this Agenda.

Bylaw No. 2023-02 and Bylaw No. 2023-03

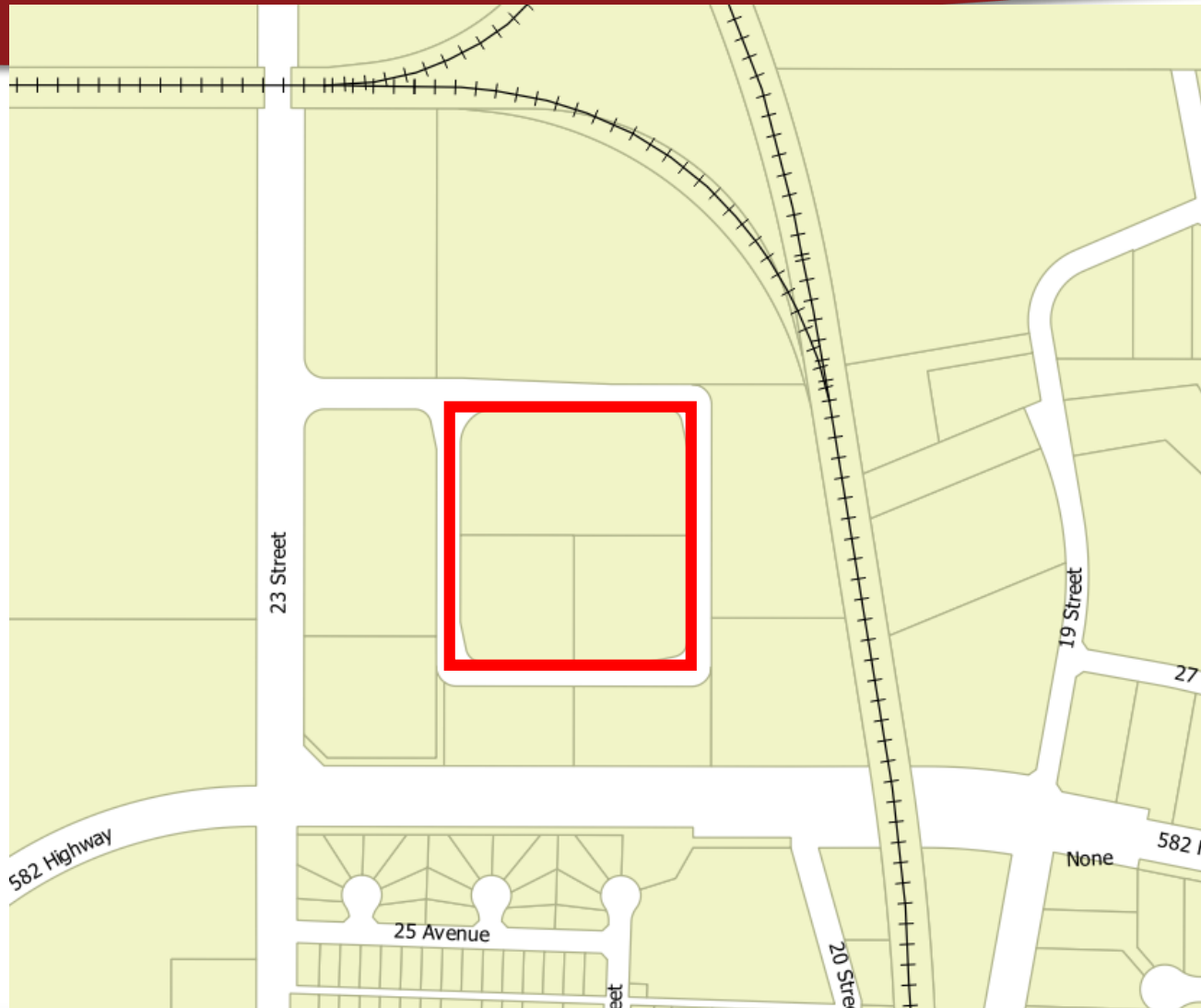
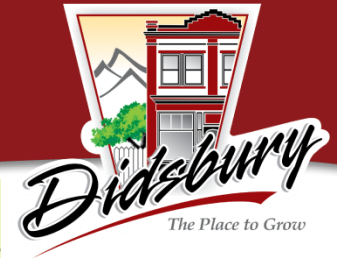
Council

February 28, 2023

Applicant/Landowner: Town of Didsbury



Proposal Location

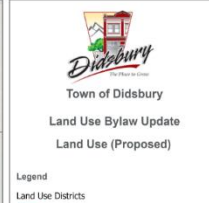


Land Use Bylaw Amendment

Bylaw No. 2023-02



Existing Institutional District



Proposed change to R5



Land Use Bylaw Update
2023-02

Legend

Land Use

- C1: Commercial District - General
- C2: Commercial District - Highway
- C3: Commercial District - Core
- DC: Direct Control District
- I1: Industrial District - General
- I2: Industrial District - Heavy
- IS: Institutional District
- R1: Residential District - Single Family
- R2: Residential District - General
- R3: Residential District - Manufactured
- R4: Residential District - Large Lot
- R5: Residential District - High Density
- RC: Residential/Commercial District
- REC: Recreation/Open Space District
- UR: Urban Reserve District

Town Boundary

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

0 200 400 600
Meters

Coordinate System: NAD 1983 SPM 114 Scale: 1:5,000 (other photos at 11"x17")

Data Sources:

- Data provided by the Town of Didsbury and ISL

Project #: 2217.001.01
Author: BAY
Checked: TC
Status: Review
Revised: 0
Date: 2023/11/14

URBAN
systems

FIGURE 1

Municipal Development Plan Compliance



3.2.5 The Range, style, and type of new residential development shall be approved in Area Structure Plans.

- These lots are within the Shantz Village Area Structure Plan.

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- The proposed redesignation will accommodate this provision.

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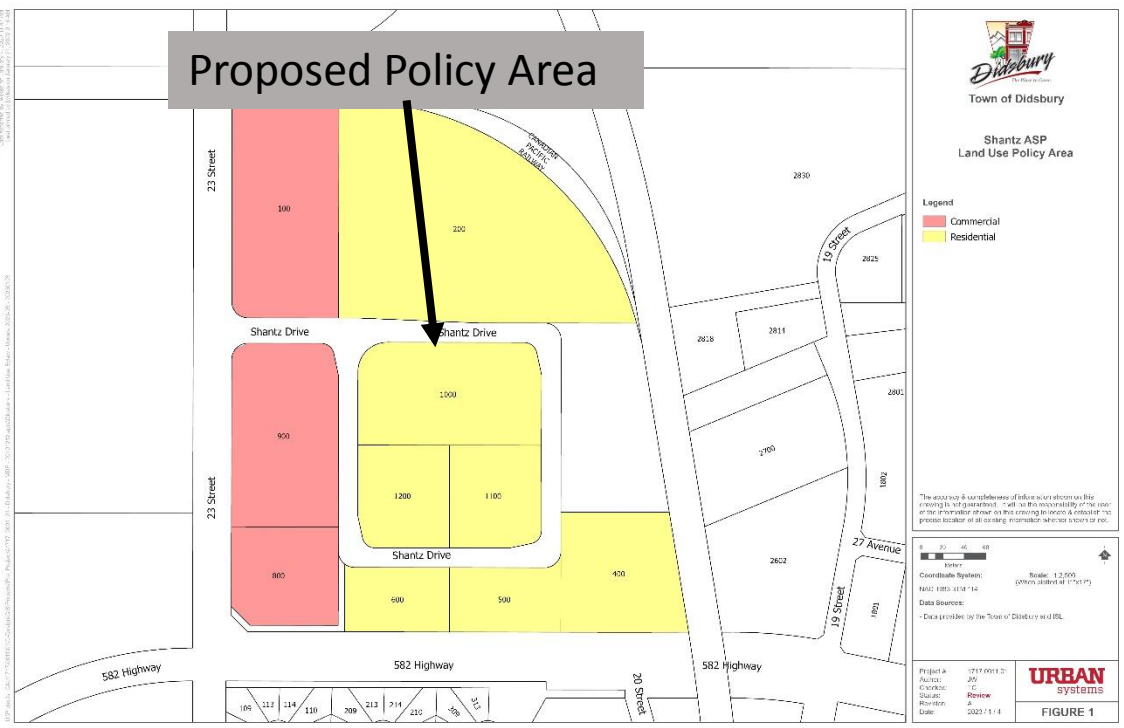
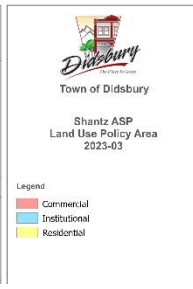
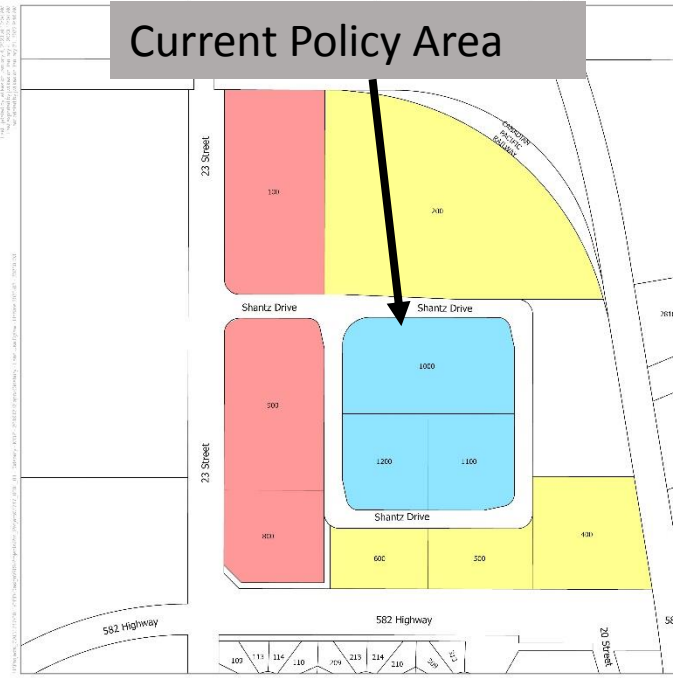
- (a) Single-detached dwellings,
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- (i) Secondary suites (where deemed appropriate by this Plan and other Town policies and documents), and
- (j) Other innovative forms of housing.

- The proposed redesignation to R5: Residential District – High Density will allow for the development of housing types described in c, d, e and f listed above.

3.2.11 High density housing developments (i.e. apartments and large seniors' housing projects) are supported by this Plan provided they are located in close proximity to shopping facilities, major institutions, parks and/or open spaces and have good access to transportation facilities.

- The area considered for redesignation is adjacent to an existing shopping facility and the internal road network for the ASP has been established.

Area Structure Plan Amendment Bylaw No. 2023-03



Area Structure Plan Compliance



6.1 Residential Area

Purpose: The purpose of the Residential Area is to provide for a variety of quality, mixed residential uses within the Area Plan including semi-attached dwellings, multi family apartments and an assisted living facility. These newly created residential dwellings provide a range of housing options for existing and new residents to fulfill a variety of their needs and desires.

Policy 6.1.1 A Range of residential uses are considered appropriate in the Residential Area dependent on the zoning for each parcel. These uses allow for dwellings from single detached, semidetached and duplexes to apartment buildings and residential care facilities. This wide range of uses allows flexibility for the developer and will result in diverse housing opportunities.

- The proposed amendment to the ASP is in alignment with the purpose and policy for residential uses.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
SUBJECT: Bylaw No. 2023-04 LUB Amendment Market Use
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

Administration was contacted by a local business owner who wanted to open up a market-type business which would see various vendors selling their products out of one location. Upon review of the Land Use Bylaw, Administration noticed a gap where there was a definition for the use of a Market but a Use for Market was not assigned to any Districts in the Land Use Bylaw. As a result, Bylaw No. 2023-04 is a Bylaw to amend Land Use Bylaw No. 2019-04 to add the following Definitions, Permitted Use and Discretionary Use to C1: Commercial District General and C3: Commercial District – Core:

Definitions

1. Amend the current definition for “Market” to “Market (Indoor)” as follows:

Market (Indoor) – means a development used in a commercial or retail nature for the sale of new or used goods, crafts and food products by multiple vendors renting tables and space within an enclosed Building. Vendors may vary from day to day, but the general layout of space to be rented out stays the same.

2. Add a definition for “Market (Outdoor)” as follows:

Market (Outdoor) – means a development used in a commercial or retail nature for the sale of new or used goods, crafts and food products by multiple vendors renting tables and space located in tents in an outdoor setting. Vendors may vary from day to day, but the general layout of space to be rented out stays the same.

Permitted Use

3. Addition of “Market (Indoor)” as a Permitted Use to the C1: Commercial District – General and C3: Commercial District – Core.

Discretionary Use

4. Addition of “Market (Outdoor)” as a Discretionary Use to the C1: Commercial District – General and C3: Commercial District – Core.

Additional Regulations

5. Addition of Parking Regulations to the C1: Commercial District – General for Market (Indoor) and Market (Outdoor) at the discretion of the Approving Authority.

Please see attached Bylaw No. 2023-04



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council granted first reading to Bylaw No. 2023-04 at the January 24, 2023 Regular Council Meeting and set the Public Hearing for February 28, 2023.

If Council is in favour of approving the proposal, they may consider granting second and third reading to Bylaw No. 2023-04 to amend Land Use Bylaw No. 2019-04.

PLANNING ANALYSIS

Municipal Development Plan

The proposed amendments align with the following MDP policies and strategies:

PART 4.0 COMMERCIAL DEVELOPMENT

4.1 Overview

It is the primary goal of this section to ensure that the downtown remains the focus of commercial activity in Didsbury with other commercial developments being permitted only when they do not significantly take away from the continued success of the downtown.

The Downtown

As noted above, it is the primary goal of this section to ensure that the downtown continues to act as the heart and focus of business activity for Didsbury and its surrounding area. To this end, the downtown will remain the primary location for all major retail, office, personal service, civic, and community activities.

PART 8.0: ECONOMIC SUSTAINABILITY

8.1 Overview

The Town of Didsbury is a vibrant community, actively promoting existing businesses and new economic development initiatives. Economic development should be spearheaded by the Didsbury Tourism and Economic Development Board whose primary purpose is to coordinate, develop and implement proactive strategies to enhance Didsbury's economic development and prosperity, including the marketing of Didsbury as a business and residential centre. It is the goal of this section to ensure that a proactive approach to economic development remains a priority to the Town.

Central Core Heritage Plan

The proposed amendments align with the Central Core Heritage Plan as follows:



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

1.4 Development Opportunities

Within Didsbury, there is a wealth of amenities available to attract residents and visitors alike to the downtown. Opportunities in Downtown Didsbury include:

- The current downtown offers one of Alberta's last and best remaining historical Main Streets, as well as historical residential buildings.
- There are vacant lands available for development.
- The existing development in Downtown Didsbury has an image and identity that future development can easily build upon.
- Downtown Didsbury offers a unique shopping area for a regional market.

Didsbury exhibits a strong image and identity due to the historical buildings throughout the downtown. The intent of this plan is to ensure that this image continues, and to ensure that the downtown will remain the Town's key commercial district with various supporting activities including residential development, civic uses, retail, and office development.

Intent

The intent for development in this area is to maintain and continue the historical character found in this area in both new developments and redevelopment projects. Future developments are expected to maintain and enhance the pedestrian atmosphere found on 20 Street.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

FINAL COMMENTS

If Council is satisfied with the information and results of this Public Hearing, Administration is asking for second and third readings to Bylaw 2023-04 later on in the Agenda.

TOWN OF DIDSBURY
Amending the Land Use Bylaw – C1: Commercial District – General
and C3: Commercial District - Core
Bylaw No. 2023-04

A Bylaw of the Town of Didsbury in the Province of Alberta, pursuant to the provisions of the Municipal Government Act, being Chapter M-26-1, of the revised Statutes of Alberta and amendments thereto, to amend Land Use Bylaw No. 2019-04.

WHEREAS, the Council of the Town of Didsbury deems it necessary to amend Bylaw No. 2019-04: Land Use Bylaw;

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

- (1) This Bylaw may be cited as Amending Bylaw No. 2023-04 to amend the Land Use Bylaw No. 2019-04.
- (2) Bylaw No. 2019-04, being the Town of Didsbury Land Use Bylaw, is hereby amended

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

1. SHORT TITLE

- 1.1. This Bylaw may be referred to as “Amending the Land Use Bylaw – C1: Commercial District – General and C3: Commercial District - Core”

2. PROPOSED AMENDMENTS

- 2.1 That Land Use Bylaw No. 2019-04 be amended as follows:

- a. Amend the current definition for “Market” to “Market (Indoor)” as follows:
***Market (Indoor)** – means a development used in a commercial or retail nature for the sale of new or used goods, crafts and food products by multiple vendors renting tables and space within an enclosed Building. Vendors may vary from day to day, although the general layout of space to be rented out stays the same.*
- b. Add a definition for “Market (Outdoor)” as follows:
***Market (Outdoor)** – means a development used in a commercial or retail nature for the sale of new or used goods, crafts and food products by multiple vendors renting tables and space located in tents in an outdoor setting. Vendors may vary from day to day, although the general layout of space to be rented out stays the same.*
- c. Addition of “Market (Indoor)” as a Permitted Use to the C1: Commercial District – General and C3: Commercial District – Core.
- d. Addition of “Market (Outdoor)” as a Discretionary Use to the C1: Commercial District – General and C3: Commercial District – Core.
- e. Addition of Parking Regulations to the C1: Commercial District – General for Market (Indoor) and Market (Outdoor) at the discretion of the Approving Authority.

3. EFFECTIVE DATE

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

Read a First time on this 24th day of January 2023.

Read a Second time on this ____ day of _____ 2023.

Read a Third and Final time on this ____ day of _____ 2023

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: February 28, 2023
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.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

At the second Council meeting each month, Council will be presented with the Council Professional Development Year to Date information. This will include information on events Council members are registered for, including the locations and dates.

Please see below information on Council Professional Development from January 1 to February 24, 2023:

2023 Council Professional Development Status			
Council Member	Professional Development Event	Date of Event	Location
Mayor Hunter	Brownlee Emerging Trends Legal Seminar	Feb. 9	Calgary AB
Mayor Hunter	ABMUNIS President's Summit	March 29 to 30	Edmonton AB
Councillor Baswick	RMA Spring Convention	March 2- to 22	Edmonton AB
Councillor Windsor	ABMUNIS President's Summit	March 29 to 30	Edmonton AB

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept the Council Reports for February 28, 2023 as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
SUBJECT: CAO Report
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The following items are attached for the CAO Report:

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept the CAO Report for February 28, 2023 as information.



CAO Report – February 28, 2023

1. Planning and Development 2022 Year End Report (Planning & Development)
Please see attached the 2022 Year End Statistical Development Report.



PLANNING & DEVELOPMENT SERVICES
2022 Year End Statistical Development Report
 Prepared for the Regular Council Meeting

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PRINCIPAL DWELLING UNITS

	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Principal Dwelling Units</i>	13	16	14	1	11	10
<i>Total Construction Values [in the \$ millions]</i>	8.22	3.51	1.98	0.015	1.08	2.15
<i>Date of First Permit Issued</i>	Feb 24	Jan 1	Mar. 11	July 10	Jan. 2	Jan. 3
<i>Date of Last Permit Issued</i>	Dec 9	Sept 27	Dec.21	July 10	Oct. 29	Nov. 3

ACCESSORY BUILDINGS, STRUCTURES & USES

	2022	2021	2020	2019	2018	2017
<i>Total Permits Issued for Garages, Sheds, Decks, Additions, Demolitions & Secondary Suites & Discretionary Uses</i>	31	26	17	19	19	24
<i>Total Construction Values</i>	0.93	1.20	1.5	0.36	0.43	0.29

Garages/Sheds/Structures	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Garages, Sheds, Gazebos, Shipping Containers, Solar Panels, Storage</i>	14	11	5	3	11	9

Additions	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Additions</i>	3	4	9	2	6	6

Decks	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Decks & Covered Decks & Steps</i>	11	6	2	13	1	5



PLANNING & DEVELOPMENT SERVICES
2022 Year End Statistical Development Report
 Prepared for the Regular Council Meeting

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Demolitions	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Demolitions</i>	2	5	1	-	1	4

Secondary Suites	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Secondary Suites</i>	1	0	-	1	-	-

Miscellaneous

	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Miscellaneous</i>	0	5	-	3	-	-

Variances Granted

	2022	2021	2020	2019	2018	2017
<i>Variances – Parking & Setback</i>	1	3	-	3	5	4

Home Occupations

	2022	2021	2020	2019	2018	2017
<i>Permits Issued - Home Occupations</i>	4	4	5	7	6	6

COMMERCIAL RETAIL UNITS

	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Commercial Retail Units</i>	4	1	5	1	1	2
<i>Total Construction Values [in the \$ millions]</i>	3.66	0.10	2.44	4.5	0.20	0.11
<i>Date of First Permit Issued</i>	Jul 13	Apr 15	Jan. 17	July 10	Nov. 18	March 16
<i>Date of Last Permit Issued</i>	Nov 22	Apr 15	Dec. 1	July 10	Nov. 18	Dec. 13



PLANNING & DEVELOPMENT SERVICES
2022 Year End Statistical Development Report
 Prepared for the Regular Council Meeting

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Change of Use	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Change of Use</i>	2	8	10	10	13	20

Signage	2022	2021	2020	2019	2018	2017
<i>Permits Issued – Signage</i>	10	17	20	12	22	32

LAND USE APPLICATIONS & APPEALS

Subdivisions	2022	2021	2020	2019	2018	2017
<i>Subdivisions Approved</i>	1	2	1	-	1	3

Redesignations	2022	2021	2020	2019	2018	2017
<i>Redesignations Approved</i>	1	0	-	1	-	4

Development & Subdivision Appeals	2022	2021	2020	2019	2018	2017
<i>Development Appeals</i>	0	1	-	-	-	-

Certificates of Compliance	2022	2021	2020	2019	2018	2017
<i>Certificates of Compliance Issued</i>	82	60	44	62	50	70

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. For the most part, Compliance Letters issued by the Development Office are done so for Residential lots.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: February 28, 2023
SUBJECT: Bylaw No. 2023-02 Amending the Land Use Bylaw - 1000, 1100 & 1200 Shantz Drive Bylaw No. 2023-03 Amending Shantz Village ASP
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

Three lots, 1000, 1100 & 1200 Shantz Drive are located centrally within the Shantz Village Area Structure Plan (ASP). The subject lots are undeveloped and there has been demand for more residential development in the form of apartment complexes.

The three lots are currently zoned IS: Institutional District, and are proposed to be redesignated to R5: Residential District High Density.

The proposed change to the Shantz Village ASP will reflect the lots to be identified in the Residential Policy Area.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The development of residential parcels within this area provides diversity of development and will lend support to existing and future commercial development within the Area Structure Plan.

Council granted first reading to Bylaw 2023-02 and Bylaw 2023-03 on January 10, 2023 and a Public Hearing was held during item 5.1 of this agenda.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION *(4 separate motions)*

1. That Council grant second reading of Bylaw No. 2023-02 Amending the Land Use Bylaw 1000, 1100 & 1200 Shantz Drive.
2. That Council grant third and final reading of Bylaw No. 2023-02 Amending the Land Use Bylaw 1000, 1100 & 1200 Shantz Drive.

AND

3. That Council grant second reading of Bylaw No. 2023-03 Amending Shantz Village ASP.
4. That Council grant third and final reading of Bylaw No. 2023-03 Amending Shantz Village ASP.

TOWN OF DIDSBURY
Amending the Land Use Bylaw - 1000, 1100 & 1200 Shantz Drive
Bylaw 2023-02

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

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

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

(1) This Bylaw may be cited as Amending Bylaw 2023-02 to amend the Land Use Bylaw 2019-04.

(2) Bylaw 2019-04, being the Town of Didsbury Land Use Bylaw, is hereby amended

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

1. SHORT TITLE

1.1. This Bylaw may be referred to as the “Amending the Land Use Bylaw - 1000, 1100 & 1200 Shantz Drive”

2. PROPOSED AMENDMENTS

2.1. That Appendix A, Map A, of the Land Use Bylaw 2019-04 be replaced with updated Map A Land Use District Map as defined in Schedule A, to demonstrate redesignation of parcels within the defined boundary from IS: Institutional District to R5: Residential District – High Density.

3. EFFECTIVE DATE

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

Read a First time on this 10th day of January 2023

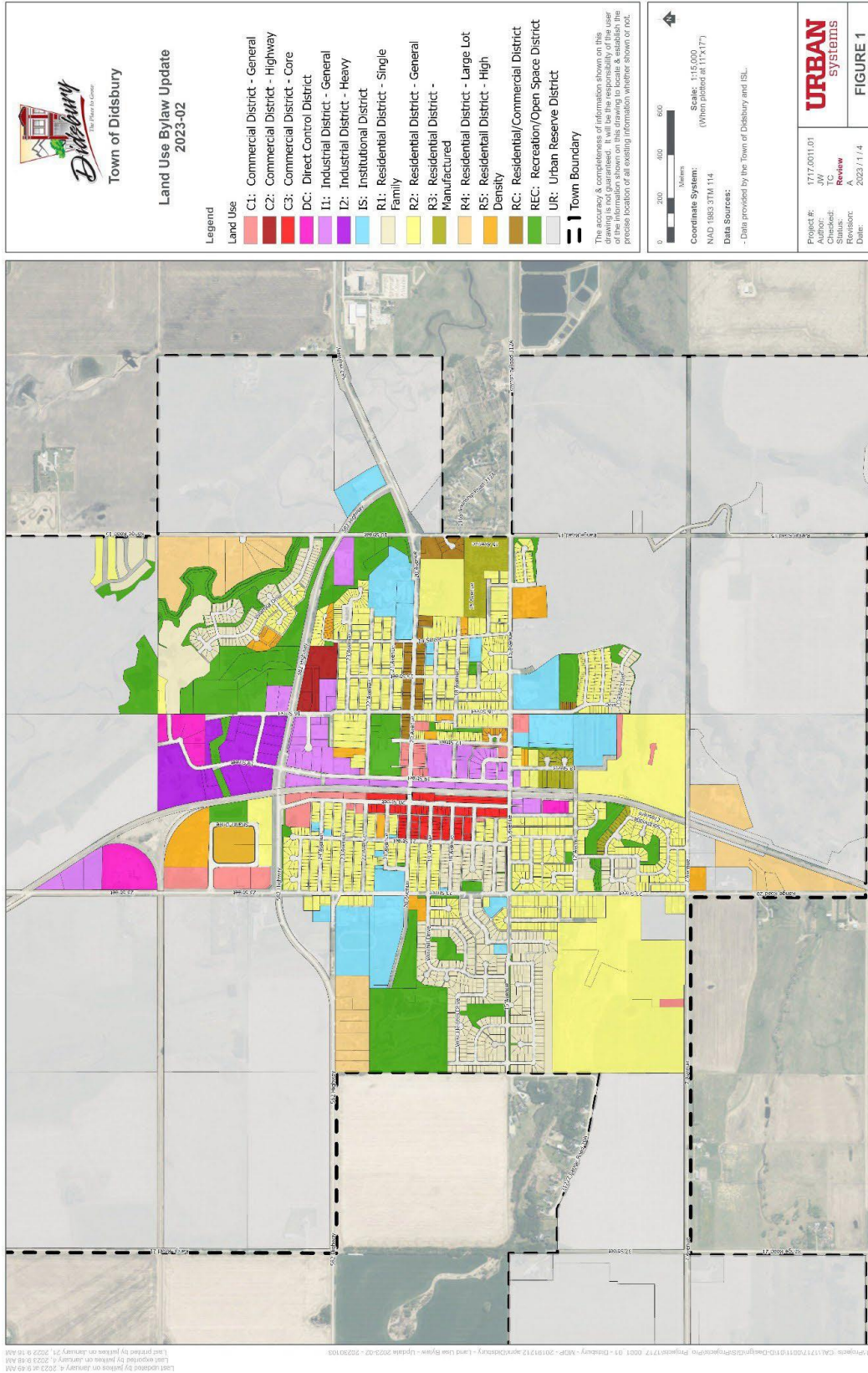
Read a Second time on this day of 2023

Read a Third and Final time on this day of 2023

Mayor Rhonda Hunter

Chief Administrative Officer Ethan Gerner

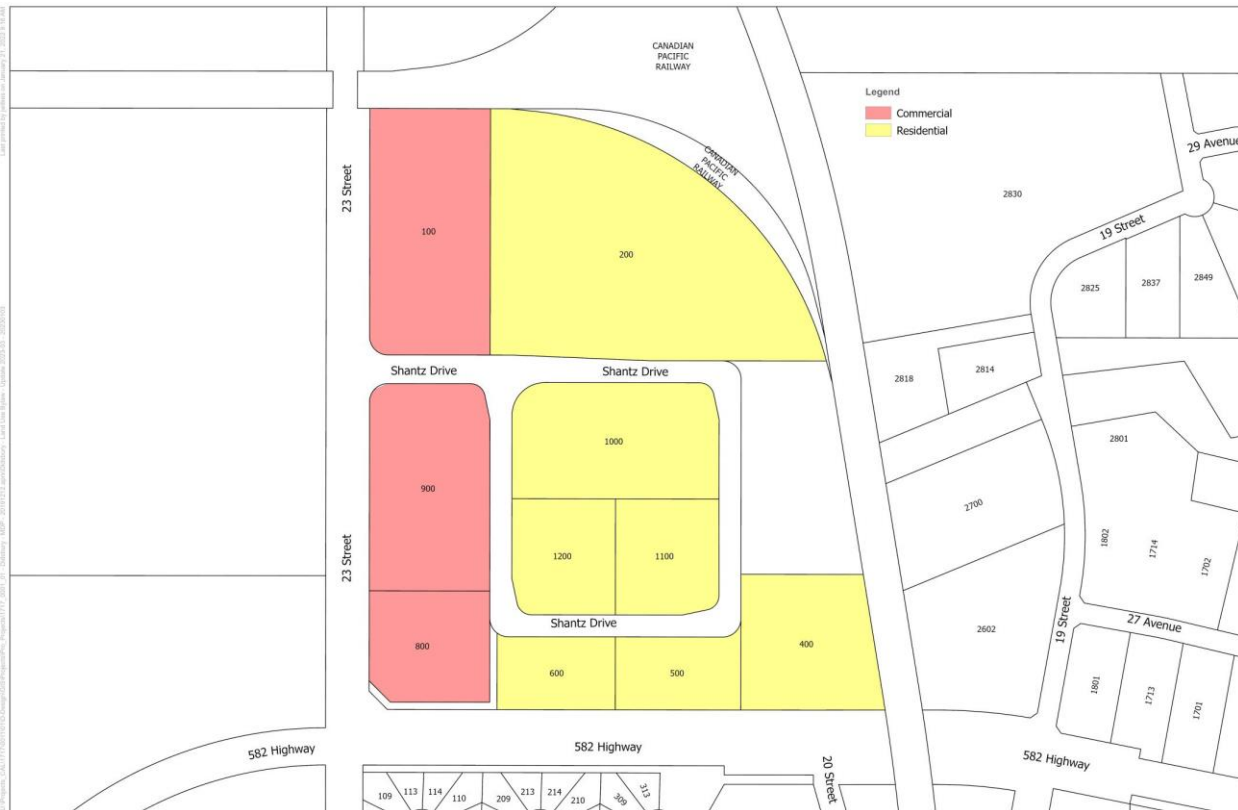
Schedule A



Legend

Commercial

Residential





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: February 28, 2023
SUBJECT: Bylaw 2023-04 LUB Amending Market Use
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Administration was contacted by a local business owner wanting to open up a market-type business which would see various vendors selling their products out of one location.

Upon review of the Land Use Bylaw, Administration noticed a gap where there was a definition for Market Use, but Market Use was not assigned to any Districts in the Land Use Bylaw.

As a result, Bylaw 2023-04 is a Bylaw to amend Land Use Bylaw 2019-04 to add the following Definitions: Permitted Use and Discretionary Use to C1: Commercial District General, and C3: Commercial District – Core:

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council granted first reading to Bylaw 2023-04 at the January 24, 2023 Regular Council Meeting and set the Public Hearing for February 28, 2023, which was conducted during item 5.2 of this Agenda.

If Council is in favour of approving the proposal, they may consider granting second and third reading to Bylaw 2023-04 Amendment to the Land Use Bylaw 2019-04.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION *(2 separate motions)*

1. That Council grant second reading to Bylaw 2023-04 Amendment to the Land Use Bylaw.
AND
2. That Council grant third and final reading to Bylaw 2023-04 Amendment to the Land use Bylaw.

TOWN OF DIDSBURY
Amending the Land Use Bylaw – C1: Commercial District – General
and C3: Commercial District - Core
Bylaw 2023-04

A Bylaw of the Town of Didsbury in the Province of Alberta, pursuant to the provisions of the Municipal Government Act, being Chapter M-26-1, of the revised Statutes of Alberta and amendments thereto, to amend Land Use Bylaw No. 2019-04.

WHEREAS, the Council of the Town of Didsbury deems it necessary to amend Bylaw No. 2019-04: Land Use Bylaw;

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

- (1) This Bylaw may be cited as Amending Bylaw No. 2023-04 to amend the Land Use Bylaw No. 2019-04.
- (2) Bylaw No. 2019-04, being the Town of Didsbury Land Use Bylaw, is hereby amended

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

1. SHORT TITLE

- 1.1. This Bylaw may be referred to as “Amending the Land Use Bylaw – C1: Commercial District – General and C3: Commercial District - Core”

2. PROPOSED AMENDMENTS

- 2.1 That Land Use Bylaw No. 2019-04 be amended as follows:

- a. Amend the current definition for “Market” to “Market (Indoor)” as follows:

***Market (Indoor)** – means a development used in a commercial or retail nature for the sale of new or used goods, crafts and food products by multiple vendors renting tables and space within an enclosed Building. Vendors may vary from day to day, although the general layout of space to be rented out stays the same.*

- b. Add a definition for “Market (Outdoor)” as follows:

***Market (Outdoor)** – means a development used in a commercial or retail nature for the sale of new or used goods, crafts and food products by multiple vendors renting tables and space located in tents in an outdoor setting. Vendors may vary from day to day, although the general layout of space to be rented out stays the same.*

- c. Addition of “Market (Indoor)” as a Permitted Use to the C1: Commercial District – General and C3: Commercial District – Core.
- d. Addition of “Market (Outdoor)” as a Discretionary Use to the C1: Commercial District – General and C3: Commercial District – Core.
- e. Addition of Parking Regulations to the C1: Commercial District – General for Market (Indoor) and Market (Outdoor) at the discretion of the Approving Authority.

3. EFFECTIVE DATE

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

Read a First time on this 24th day of January 2023.

Read a Second time on this ____ day of _____ 2023.

Read a Third and Final time on this ____ day of _____ 2023

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: February 28, 2023
SUBJECT: Request for Permission to Paint Mural at Basketball Court
ORIGINATING DEPARTMENT: Legislative Services

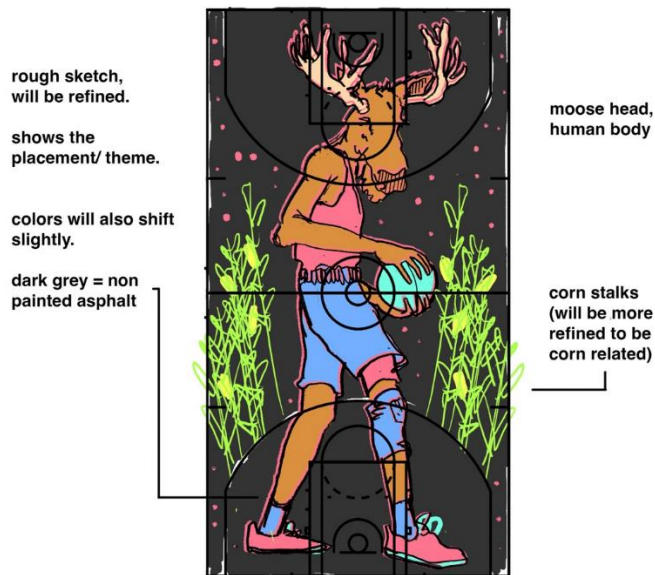
BACKGROUND/PROPOSAL:

The Zion Youth Group gave a presentation to Council during item 3.1 of the agenda. This item is follow-up to a decision that Council made at their August 23, 2022 Regular Council Meeting, where Res. 403-22 was passed "to grant the Zion Youth Group permission to paint a mural on the basketball court with the design being pre-approved by Council."

Additionally, at the same meeting, the Zion Youth Group requested a donation of paint for the project, valued at \$2000. These funds have been planned for within the proposed Parks 2023 budget.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find below the proposed mural that the Zion Youth group would like to have painted.



ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

That Council approve the mural design to be painted on the basketball court.

OR

That Council accept the mural design to be painted on the basketball court as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
 SUBJECT: 2023 FCSS Funding Recommendations
 ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

The Community Services Board (CSB) met on January 3, 2023 to review the 2023 Family and Community Support Services (FCSS) funding applications and to make recommendations to Council for allocation of these funds. In 2023, \$64,000 is budgeted for the 2023 Community Grants, and 13 applications were received, with a total request value of \$156,587.19.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Below, please find a chart that outlines each requesting agency, a brief description of their purpose, an explanation of their funding request, the value of their request, and the funding amount recommended by the CSB:

Applying Agency	Explanation of Application	Explanation of Funding Recommendation	Value of Request	Recomm. Funding
Boys & Girls Club Olds & District – Didsbury BGC Centre	Create dedicated drop-in space in Didsbury to provide a safe alternative for youth when they need somewhere to go	Funding covers volunteer training, advertising and large portion of equipment required. Opportunity to partner and run programs collaboratively with FCSS to offer additional support.	\$5,000	\$4,250
Chinook's Edge School Division – Family Wellness program	Provide comprehensive range of prevention and early intervention programs and services during school hours	Funding is slightly lower than previous year, due to the number of applications received. Opportunity to partner and run programs collaboratively with FCSS to offer additional support.	\$37,376	\$13,000
Chinooks' Edge School Division – Youth Empowerment (YES Program)	Increase coping, knowledge and skills of children and youth to support them to make better choices and adopt behaviours to self-protect their physical and mental health at as early of an age as possible	Services offered are critical for children and youth. Attendees of programs, and parents of children and youth attending, have positive feedback from their experience with the YES program.	\$10,000	\$9,600
Applying Agency	Explanation of Application	Explanation of Funding Recommendation	Value of Request	Recomm. Funding



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

Didsbury & District Historical Society – Coffee & Conversation program	Preserving, interpreting and sharing Didsbury history. Showcasing local talent while providing social engagement, entertainment and education opportunities	Seniors programs offered at the Museum are essential in combating social isolation and disconnections. Funds reduced slightly due to number of grant applications received.	\$1,940	\$1,900
Didsbury Preschool Society	Preschool program that works to understand and meet the developmental needs of each child socially, physically and intellectually	Preschool programs are essential in providing children opportunities to meet friends, while encouraging development. Funds reduced due to number of grant applications received.	\$9,722.19	\$6,900
Didsbury Municipal Library – Teen Advisory Board	Teen Advisory Board – Engage and empower teens, while connecting them to one another, the library and their community	Funding for youth programs they run. Opportunity to partner and run programs collaboratively with FCSS to offer additional support.	\$2,770	\$1,500
DOSCA – Before & After School Care	Offers before and after school care for children aged 5-12 years, plus school-day-off care and Summer Fun program	Funding to be used for operational costs of this critical care program. Allows safe care of children when parents are at work.	\$17,929	\$14,430
Essentials for Our Community – Konnection Kitchen	Opportunity to build relationships with residents who may be at risk due to low income and/or access to food	Eligible for funding for portion of administrative costs, facility rent and advertising. Majority of application ineligible. \$1,200 of funding to be applied to rental of the Train Station.	\$58,000	\$1,320
Hope 4 MVC Kids-Volunteer Retention	When a child in medical need is hospitalized, the family can apply for funds to assist with costs	For volunteer training and advertising portion of request. Remainder of request is ineligible.	\$2,100	\$900
Applying Agency	Explanation of Application	Explanation of Funding Recommendation	Value of Request	Recomm. Funding



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

Mountain View Communities Adult Learning Society	Applied for Getting Connected: Reading, Writing and Conversation. Provide adult literacy to MV County residents	Literacy and employment services are ineligible for FCSS funding. Will provide opportunity to partner and running eligible programs collaboratively with FCSS.	\$800	\$0
Mountain View Emergency Shelter Program – Outreach programs and services	To end family violence by providing safe shelter to victims and to provide support, services and education to victims of family violence	This program is critical to meet the demanding needs of families in crisis.	\$7,200	\$7,200
Mountain View Moccasin House – Indigenous Cultural Awareness Teachings/ Activities	Creating greater awareness and understanding of shared history and experience of Indigenous Canadians	Opportunity to have Indigenous cultural and learning activities brought to our community.	\$1,000	\$1,000
Olds & District Hospice Society – Volunteer training, expenses and recognition	To promote education, awareness, improved communications, trained compassionate volunteer base	Volunteer development and retention are important for the essential service. Funds reduced due to number of grant applications received.	\$2,750	\$2,000
TOTAL			\$156,587.19	\$64,000

ALIGNMENT WITH STRATEGIC PLAN

4. Healthy Active Living

RECOMMENDATION

To approve the 2023 Family and Community Support Services Community Grant funding as presented, valued at \$64,000.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
SUBJECT: Family & Community Support Services (FCSS) Rebranding
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

At their annual conference in November 2022, the Family & Community Support Services Association of Alberta unveiled their new brand and branding guidelines. Please see their new logo below:



All Family & Community Support Services (FCSS) programs across Alberta were asked to utilize this logo within their own branding to offer a unified look province-wide, ensuring that FCSS becomes an easily recognized resource within all communities that offer FCSS programs.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The new Didsbury FCSS logo, in four variations, is attached for Council's consideration. Combining our recognizable Didsbury "swish" logo with the new Provincial logo, while utilizing our Didsbury colour palette, meets the FCSSAA request for update while ensuring that our own branding is maintained.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council approve the updated Didsbury Family & Community Support Services logo as presented.

Didsbury Family and Community Support Services (FCSS)

BRAND SAMPLES



Variation #1



Variation #2



Variation #3



Variation #4



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: February 28, 2023
SUBJECT: Utilities Departments Year End Allocation
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

The Utility Charges Bylaw 2022-19 sets out the framework for the Town's Self-Supported Utility Departments, outlining that the revenues collected for utility services will offset the expenses, and that taxes will not fund these departments.

The Water Department ended up with a deficit of \$86,349. The Revenues were close to target overall, while the expenses were much higher—mainly due to the cost of water purchased from the commission, which was not offset by higher revenues from consumption. The consumption of water purchased was higher than budget, and the consumption of water sold was lower than budget.

The Wastewater Department has an overall surplus of \$52,486 due to lower than expected operating expenses.

The Solid Waste Department broke even. In the 2022 budget, Council allowed for a \$47,500 transfer from reserves to offset revenues. Of that budget amount, \$47,052.78 was required to break even. This included \$150 to fund compost bin rebates as approved in Resolution #381-22. Costs were slightly higher than budgeted, as contract costs rose throughout the year to compensate for fuel pricing.

The amounts are outlined below:

Town of Didsbury				
Utilities Departments - Year end allocation				
December 31, 2022				
			2022 Budget	2022 Actual
		Water Revenues	1,830,483	1,831,332
		Water Expenses	1,830,483	1,917,681
		Year end Surplus/(Deficit)	-	(86,349)
			2022 Budget	2022 Actual
		Wastewater Revenues	669,358	669,815
		Wastewater Expenses	669,358	617,329
		Year end Surplus/(Deficit)	-	52,486
		TOTAL WATER & WASTEWATER		
		SURPLUS / (DEFICIT)		(33,863)
			2022 Budget	2022 Actual
		Solid Waste Revenues	516,091.00	518,290.57
		Solid Waste Expenses	516,091.00	518,290.57
		Year end Surplus/(Deficit)	-	-



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

In accordance with the Bylaw, the deficit from the Water Department is to be funded from the Water Reserve Fund, and the surplus from the Wastewater Department is to be transferred to the Wastewater Reserve Fund.

Council may decide to reduce some of the water deficit by transferring the surplus from the wastewater department. This approach was taken for the 2021 year end, as in the short term the water reserves are being saved for the significant East Reservoir Project.

The current balance of the Water Reserve Fund is approximately \$1,206,000. The current balance of the Wastewater Reserve Fund is approximately \$1,451,000. These balances include the 2022 budgeted transfers to reserves.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

To transfer \$52,486 from the Wastewater department to the Water department to reduce the wastewater 2022 surplus to \$0, and to fund the remaining water department 2022 deficit of \$33,863 from the Water Reserve Fund.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
SUBJECT: 2022 Year End Reserve Allocation
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

In accordance with the Town's Policy FIN 008-22 – Year End Reserve Allocations, Council is responsible for approving the allocation of the operating surplus for tax purposes and unbudgeted revenues on an annual basis by resolution. Throughout the document, 'surplus/deficit for tax' or 'surplus' refers to the operating surplus for tax purposes and unbudgeted revenues.

The annual operating surplus for tax purposes is the excess of revenues over expenditures including items like reserve transfers and debt payments. Unbudgeted revenues are new and/or one-time revenues for which no budget amount was included in the corresponding year's approved budget.

Each year, after all revenues and expenditures for the year have been recorded, Administration prepares an analysis of the year end surplus or deficit compared to the approved budget, and makes a recommendation for reserve allocations.

When a budget is prepared, it is based on estimates and assumptions as to what will occur during the year. Often, municipalities end up with a surplus generated from revenues that are higher than budget, or expenses that were lower than budget.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The 2022 year end operating surplus for tax supported departments is \$197,954. In addition, in 2022 the approved budget included \$50,000 to be transferred from the General Reserve and \$52,000 to be transferred from the RCMP Reserve Fund, both which reduced the impact on tax revenues. Neither of the transactions have been completed, as they would have further increased the surplus.

A deficit occurred in the protective services department which is mainly due to fire billable call revenue being lower than expected, and because the transfer from reserves for the RCMP department has not occurred. The surplus / (deficit) for tax, by department, is as follows:

	2022 Budget	2022 Actual	SURPLUS / (DEFICIT)
Council	(268,358)	(241,160)	27,199
General government	5,307,027	5,336,958	29,931
Protective Services	(1,069,865)	(1,093,173)	(23,308)
Public Works	(1,616,495)	(1,545,001)	71,494
Community Services	(256,837)	(240,598)	16,239
Planning & Development	(438,129)	(406,070)	32,059
Recreation	(1,438,406)	(1,395,272)	43,134
Culture	(218,937)	(217,731)	1,206
	-	197,954	197,954



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

Contributing to the surplus were the following items, which were not budgeted for:

1. Supplementary taxes of \$6,263 from new development
2. Proceeds from the auction of stairs and the HVAC system parts totaling \$2,205
3. Proceeds from the auction of two vehicles totaling \$7,782
4. Didsbury's portion of the Lease of the Firehall by AHS totaling \$13,558
5. The return of \$2,000, stemming from the 2021 Council Community Grant program

The following shows a break down of revenues and expenses for the year and the surplus or deficit of each. Franchise fee revenue was approximately \$81,000 higher than budget, which helped to offset the higher than expected utility (natural gas and electricity) costs. The remaining revenues amounted to a \$14,000 surplus. Total expenses net to a surplus of approximately \$103,000, of which approximately \$180,000 amounted from salaries and wages, combined with a deficit from other expenses of approximately \$78,000.

	2022 Budget	2022 Actual	SURPLUS / (DEFICIT)
FRANCHISE FEES	815,000	896,231	81,231
OTHER REVENUES	7,916,424	7,930,424	14,000
SALARIES	(3,845,110)	(3,665,024)	180,086
OTHER EXPENSES	(4,886,314)	(4,963,678)	(77,364)
	-	197,954	197,954

There are certain policies related to reserves, which express how the year end surplus should be allocated, including:

1. The Council Community Grant Program policy states that 10% of the year end surplus, to a maximum of \$30,000, is to be used to fund the program for the following year.
2. The Reserve policy states that proceeds from the sale of assets are to be reserved into the fund to which they relate.

In addition, the following concepts have been discussed related to the year end and 2023 budget:

1. To reserve the surplus generated from Professional Development, and to develop a policy to allow for the use of the fund so that the Professional Development budget line, which tends to ebb and flow, can be stabilized year to year.
2. To reserve the surplus generated from the Economic Development department, as there is not currently an Economic Development Plan, which sets out how funds are to be spent.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

The following is a potential allocation of the year end surplus.

DESCRIPTION	AMOUNT	%	RESERVE FUND RECOMMENDED
Supplementary taxes	6,263		Tax Stabilization Fund
Sale of stairs/hvac system	2,205		General Reserve
Sales of vehicles	7,782		Vehicle & Equipment Replacement Reserve
Lease revenue - firehall	13,558		Firehall R&M Reserve
Ec Dev Surplus	54,820		Economic Development Reserve
P.D. Surplus	12,475		Professional Development Reserve (NEW)
Community Grant Fund 10%	19,795		Council Community Grant Fund
Return of funds from Community Grant	2,000		Council Community Grant Fund
	118,898	60%	
Remainder	79,056		As directed by Council

Cash Flow Considerations

Relevant to this discussion is the Town's operating Cash Flow, it is currently projected that the Town will need to utilize its operating line of credit in the months of March and April (assuming taxes are due in June). This will cause there to be interest charged on the overdraft amount at a rate of 6.7%. The Town currently only makes 5% on its savings accounts.

It is normal, for the few months leading up to the tax deadline, for the Town to have limited operating cash available. The cash flow position is due to a few factors, including the internal loan that the Town has, to fund Shantz development, as well as the slower rate of collection of property taxes compared to the previous year. Each year, the Town is responsible to pay approximately \$240,000 in loan payments on debt related to Shantz. Since there have not been sales of the land to offset the costs, this is a reduction to the cash flow that the Town has for operations. In addition, taxes receivable are \$150,000 higher than they were the year before. This is also a reduction to cash flow available.

Council may still choose to reserve the year end surplus. However, it is recommended that the total is not cash funded. In addition, it is requested that Council approve the movement of cash from the savings accounts to the chequings account in the period prior to when taxes are levied, if required, to alleviate cash flow pressures that occur this time of year.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION *(2 separate motions)*

1. To allocate \$_____ from the 2022 year end surplus as follows:
 - \$21,795 to the Council Community Grant Program Reserve;
 - \$6,263 to the Tax Stabilization Reserve;
 - \$7,782 to the Vehicle & Equipment Replacement Reserve;
 - \$13,558 to the Firehall R&M Reserve;
 - \$54,820 to the Economic Development Reserve;
 - \$12,475 to the Professional Development Reserve;
 - \$2,205 to the General Reserve;
 - _____ as directed by Council.

AND

2. To authorize Administration to transfer funds from the savings accounts to chequings accounts, as required, to save from using the operating line of credit.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
SUBJECT: Setting Date for Budget Meeting
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The budget meetings were put on hold until the year end information was available for Council's review and consideration. The utilities year end surplus allocation and the reserve year end allocation are included in this agenda.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council is being asked to set a date for the next Budget Meeting to continue the discussion of the 2023 Operating Budget.

The following are the possible dates:

Wednesday, March 15, 2023 at 5:00 p.m.

Thursday, March 16, 2023 at 5:00 p.m.

Thursday, March 23, 2023 at 5:00 p.m.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council set _____ at 5:00 p.m. for the 2023 Operating Budget Meeting discussion.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
SUBJECT: Sponsorship for Women in Agri-Business Conference
ORIGINATING DEPARTMENT: Economic Development & Strategic Operations

BACKGROUND/PROPOSAL:

Farmers and agri-business owners approached the Didsbury & District Chamber of Commerce to organize an agricultural themed women's conference. The Chamber collaborated with the Mountain View County Agri Services Board for this event. The conference is slated for March 28, 2023 from 9 a.m. to 4 p.m. at Crate and Barrel Estates. The Chamber is seeking sponsorship for two coffee breaks and a lunch.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Volunteers and speakers stepped up to be part of the conference, and it all came together quickly. The Chamber has commitments from businesses and speakers. The Chamber is now asking for sponsorship for the two coffee breaks and a lunch.

To ensure the event is affordable for most, ticket prices will be approximately \$25 per attendee. The Chamber is hoping that this event will be an annual event. This year, approximately 100 participants are expected, and vendors will be displaying their goods and services. Topics of the conference include agriculture, finance, health, and wellness. The Didsbury boutique, Fashion on Main, put on a fashion show. Organizers have asked Mayor Rhonda Hunter to provide the closing remarks at the conference.

This event will shine a spotlight on our area and increase the interest of agriculture-based businesses for Didsbury.

Economic Development recommends a \$500 sponsorship that can be covered through the Economic Development budget, under the Promotions/Public Relation line item.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

To provide \$500 in sponsorship to the Chamber of Commerce for their Women in Agri-Business Conference to cover one coffee break.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
SUBJECT: Lions Club Request
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the February 14, 2023 Regular Council Meeting, by request of the Five-0 Club, Council approved to terminate the agreement for the facility located at 2500 15 Avenue.

The termination of this agreement is effective March 1, 2023. However, some groups would still like to utilize this facility.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Didsbury Lions Club meetings are the first and third Thursdays of each month. Meetings start at 7 p.m. with fellowship from 6:15 p.m. The meetings are held at the Didsbury Five-0 Club.

The Didsbury Lions Club is requesting that Council allow them to continue to meet at the Five-0 Club until end of June 2023.

ALIGNMENT WITH STRATEGIC PLAN

4. Healthy Active Living

RECOMMENDATION

That Council approve the Didsbury Lions Club to meet at the Didsbury Five-0 Club, located 2500 15 Avenue, until the end of June 2023.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: February 28, 2023
SUBJECT: Correspondence and Information
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached:

- Town of Fox Creek – Ambulance Service

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept the correspondence items presented as information.



January 27, 2023

The Honourable Jason Copping
Minister of Health
432 Legislature Building
10800 – 97 Avenue
Edmonton, Alberta T5K 2B6
health.minister@gov.ab.ca

Re: Town of Fox Creek Ambulance Service

Dear Minister Copping,

In November 2022, the Town of Fox Creek was copied on correspondence from the Town of Ponoka expressing concerns on behalf of their Volunteer Fire Department as first responders to emergency calls. The letter received from the Town of Ponoka summed up some of the major issues in our province perfectly, and the Town of Fox Creek would like to reiterate the concerns with the state of our ambulance service in rural Alberta.

We share in our main concern being the ambulance services that we are receiving from Alberta Health Services. Recently, our community has gone without an ambulance for 14 hours because of patient transfers and staffing issues. The most troubling part of this lapse is the number of times that it seems to be happening. Because of our location, when an ambulance leaves our community, our closest backup unit is a minimum 45 minutes away. Those 45 minutes can quickly turn into over an hour if the roads are bad or if there is not a crew available immediately. Those 45 minutes could very well be the difference between life and death, or could change the course of someone's future.

Much like Ponoka, our Fire Department has been the first responders to many calls that would not necessarily fall under their mandate, however, because they love our community and the people that live here, they go without hesitation. They have seen things they should not have to see and have held the hands of individuals through extremely tough situations.

Fox Creek has also stepped up and is running our Medical First Responder Program out of our volunteer department, however, with a lack of funding for the program, many of the costs to run the program are being covered by the community. It is time the province finds a way to deal with the ambulance situation in rural Alberta that does not fall on the back of volunteer fire departments or municipalities.

It is only a matter of time before the gamble to move Fox Creek's ambulance to a busier location when AHS is short-staffed does not pay off and a life is lost because of the lack of service provided. Unfortunately for Fox Creek, when that happens, it is going to be someone in our community. We are urgently requesting that these issues be addressed with a solution that does not forget about the unique situations of many rural Alberta communities.

Sincerely,



Sheila Gilmour, Mayor
Sheila@foxcreek.ca

cc: The Honourable Danielle Smith, Premier of Alberta
The Honourable Todd Loewen – MLA – Central Peace Notley
The Honourable Rachel Notley – Leader of the Official Opposition NDP
Arnold Viersen, MP, Peace River – Westlock
Alberta Municipalities Members
Town of Ponoka