



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

**Tuesday, May 27, 2025, 6:00 pm**  
**Council Chambers 1606 14 Street**

**Pages**

<b>1.</b>	<b><u>CALL TO ORDER</u></b>	
<b>2.</b>	<b><u>ADOPTION OF THE AGENDA</u></b>	
<b>3.</b>	<b><u>DELEGATIONS/PRESENTATIONS</u></b>	
<b>4.</b>	<b><u>ADOPTION OF MINUTES</u></b>	
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	<ul style="list-style-type: none"><li>• Development Permits Issued as of May 21, 2025</li><li>• First Quarterly Operations Report</li><li>• First Quarterly Planning and Development Report</li><li>• Family and Community Social Services (FCSS) Branding</li><li>• Annual FOIP Statistics</li><li>• Organizational Chart Update</li><li>• Mid-Sized Towns Mayors' Caucus Time Tracking</li></ul>	
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	<ul style="list-style-type: none"><li>• Letter from Residents Concerning 15<sup>th</sup> Avenue</li><li>• Letter from Minister of Municipal Affairs – LGFF</li><li>• Letter from ABMunis Concerning Upcoming Engagement on Police Funding Model</li><li>• Letter and attachments from Legacy Place Society – Sponsorship of Southern Alberta District RCMP Charity Classic Committee</li><li>• Introducing CAEP's New Executive Director</li></ul>	
<b>11.</b>	<b><u>QUESTION PERIOD</u></b>	

**12. CLOSED MEETING**

- 12.1 Intermunicipal Cooperation Committee Update - as per section 21 of the FOIP Act
- 12.2 CAO Recruitment - as per section 24 of the FOIP Act
- 12.3 2128 21 Avenue - as per section 25 of the FOIP Act
- 12.4 100 Shantz Drive - as per section 25 of the FOIP Act
- 12.5 2101 and 2109 19 Ave - as per section 25 of the FOIP Act

**13. RECONVENE**

**14. ADJOURNMENT**



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: May 13, 2025 Regular Council Meeting Minutes  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

The minutes of the May 13, 2025 Regular Council Meeting are being presented to Council for their review and approval.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the minutes as presented or amended.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To adopt the May 13, 2025 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting  
Held on May 13, 2025 in Council Chambers 1606 14 Street  
Commencing at 6:00 p.m**

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

Administration Present    Acting CAO/Chief Financial Officer, Amanda Riley  
   Director of Community Services, Nicole Aasen  
   Director of Engineering & Infrastructure, Craig Fox  
   Economic Development Officer, Alexandra Ross  
   Communications Coordinator, Lisa Bastarche  
   Legislative Services Coordinator/Recording Officer, Jocelyn Baxter

**1.    CALL TO ORDER**

Mayor Hunter called the May 13, 2025 Regular Council Meeting to order at 6:00 p.m.

**2.    ADOPTION OF THE AGENDA**

**Res. 274-25**

MOVED by Councillor Windsor

To adopt the May 13, 2025 Regular Council Meeting Agenda as presented.

**Motion Carried**

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

**4.    ADOPTION OF MINUTES**

**4.1    April 22, 2025 Regular Council Meeting Minutes**

**Res. 275-25**

MOVED by Councillor Windsor

To adopt the April 22, 2025 Regular Council Meeting Minutes as presented.

**Motion Carried**

**4.2    March 12, 2024 Didsbury Emergency Agency Committee Minutes**

**Res. 276-26**

MOVED by Councillor Moore

To adopt the March 12, 2024 Didsbury Emergency Advisory Committee Minutes as presented

**Motion Carried**

**4.3    April 22, 2025 Didsbury Emergency Advisory Committee Minutes**

**Res. 277-25**

MOVED by Councillor Baswick

To adopt the April 22, 2025 Didsbury Emergency Advisory Committee minutes as presented.

**Motion Carried**

**5.    PUBLIC HEARINGS– *no public hearings or presentations***

**6.    CAO REPORT**

**Res. 278-25**

MOVED by Deputy Mayor Engel

To accept the Chief Administrative Officer Report for May 13, 2025 as information.

**Motion Carried**

**Res. 279-25**

MOVED by Councillor Windsor

To set a Committee of the Whole meeting for May 26, 2025 at 5:00 p.m. to discuss outstanding resolutions.

**Motion Carried**



**Res. 280-25**

MOVED by Councillor Windsor

To collect two points of data: a survey of users to determine prime time and a record of users entering the aquatic centre to put in effect as soon as possible and conclude on August 31, 2025 and bring back a report to Council.

**Motion Carried**

**Res. 281-25**

MOVED by Councillor Baswick

That Council explore a speed limit reduction in the Town of Didsbury and that the item be referred to the Service Level Committee for review and recommendation back to Council.

**Motion Carried**

**7. BYLAWS & POLICIES****7.1 Designated Officer Bylaw 2025-08****Res. 282-25**

MOVED by Councillor Moore

That Council grant first reading to Designated Officer Bylaw 2025-08.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**7.2 FIN 005-25 Accounts Receivable Policy****Res. 283-25**

MOVED by Councillor Windsor

To rescind FIN 005 - Accounts Receivable Policy.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**Res. 284-25**

MOVED by Councillor Windsor

To approve FIN 005-25 - Accounts Receivable Policy as presented.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**7.3 PROP 004-25 - Facility Closures Policy****Res. 285-25**

MOVED by Deputy Mayor Engel

To adopt PROP 004 – Facility Closures Policy as presented.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**8. BUSINESS**

**8.1 Council Remuneration and Professional Development Policy Schedule A**

**Res. 286-25**

MOVED by Councillor Windsor

To accept the rate structure as presented for incorporation into the Council Professional Development and Remuneration Policy.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel		X
Councillor Baswick		X
Councillor Moore		X
Councillor Windsor	X	

**Motion Defeated**

**8.2 Dog Park Report**

**Res. 287-25**

MOVED by Deputy Mayor Engel

To refer the Dog Park service level to the Service Level Committee for review and recommendation.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**8.3 Community Grants Program - Surplus Funds**

**Res. 288-25**

MOVED by Councillor Windsor

To refer the 2024 Community Grant Program surplus to the Financial Planning Committee for review and recommendation to Council.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore		X
Councillor Windsor	X	

**Motion Carried**

**8.4 2025 Community Grant Program**

**Res. 289-25**

MOVED by Deputy Mayor Engel

To refer the 2025 Community Grant applications to the Financial Planning Committee for review and to bring back recommendations for funding to Council.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**8.5 Communities in Bloom 2025**

**Res. 290-25**

MOVED by Councillor Moore

To approve pausing participation in the Communities in Bloom program.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick		X
Councillor Moore	X	
Councillor Windsor	X	
<b>Motion Carried</b>		

#### 8.6 Discover Didsbury 2025 Proposal

##### Res. 291-25

MOVED by Mayor Hunter

To accept the update on the Discover Didsbury event as information.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	
<b>Motion Carried</b>		

#### 8.7 Request for Support - Essentials for Our Community

##### Res. 292-25

MOVED by Councillor Windsor

To accept the Essentials For Our Community event request as information.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	
<b>Motion Carried</b>		

##### Res. 293-25

MOVED by Councillor Windsor

To direct administration to explore the development of a policy pertaining to Emergency Services Equipment.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	
<b>Motion Carried</b>		

#### 8.8 Awarding Real Estate Services Contract

##### Res. 294-25

MOVED by Deputy Mayor Engel

To approve entering into a Service Agreement with Cindy Tippe, Associate for RE/MAX ACA, for real-estate services.

	FOR	OPPOSED
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	
<b>Motion Carried</b>		

**Res. 295-25**

MOVED by Deputy Mayor Engel

To approve entering into a Service Agreement with Jesse Argueta, Agent with Real Broker, for real-estate services.

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

**Motion Carried**

**8.9 Sale of 200 1000 1100 and 1200 Shantz Drive****Res. 296-25**

MOVED by Councillor Windsor

To utilize the approved Town of Didsbury realtor(s) to list for sale the following municipal lands in accordance with the Sale, Acquisition, and Expropriation of Land Policy:  
200 Shantz Drive;  
1000 Shantz Drive;  
1100 Shantz Drive; and  
1200 Shantz Drive.

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

**Motion Defeated**

*Deputy Mayor Engel left the meeting at 8:42 p.m.*

*Deputy Mayor Engel rejoined the meeting at 8:44 p.m.*

**Res. 297-25**

MOVED by Councillor Windsor

To publish a Request for Proposal (RFP) for the retention of a Real Estate Agent to list the following properties for sale: 200 Shantz Drive; 1000 Shantz Drive; 1100 Shantz Drive; and 1200 Shantz Drive.

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

**Motion Carried**

**8.10 Budget for External Compensation Review****Res. 298-25**

MOVED by Councillor Moore

To amend the 2025 Operating Budget with inclusion of \$20,000 for an External Compensation Review to be funded from the Strategic Initiatives and Contingency Reserve.

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

**Motion Carried**

**9. COUNCIL REPORTS**

**Res. 299-25**

MOVED by Deputy Mayor Engel

To defer the Council Reports for May 13<sup>th</sup>, 2025 to the May 27<sup>th</sup>, 2025 Regular Council Meeting.

**Motion Carried**

**10. CORRESPONDENCE & INFORMATION**

**Res. 300-25**

MOVED by Councillor Moore

To accept the correspondence for May 13, 2025 as information.

**Motion Carried**

**11. QUESTION PERIOD**

**12. CLOSED MEETING**

**Res. 301-25**

MOVED by Councillor Windsor

To go into closed meeting at 8:52 p.m. for the following items:

12.1 Draft Suncor Licence Area Agreement - as per section 23 of the FOIP Act

12.2 Chinook's Edge School Division Update - as per section 21 of the FOIP Act

12.3 Chiller Unit Report - as per section 27 of the FOIP Act

12.4 Didsbury Out-of-School Care Association - as per section 24 of the FOIP Act

**Motion Carried**

**13. RECONVENE**

**Res. 302-25**

MOVED by Deputy Mayor Engel

To return to open meeting at 9:48 p.m.

**Motion Carried**

**Res. 303-25**

MOVED by Councillor Moore

That Council approve the Suncor Licence Area Agreement and that Mayor Hunter sign the agreement on behalf of the Town.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**Res. 304-25**

MOVED by Councillor Moore

That Council support Administration's request for fencing improvements or replacements at the Suncor Brownfield Licence Area.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**Res. 305-25**

MOVED by Deputy Mayor Engel

That Council accept the Chinook's Edge School Division Update as information.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**Res. 306-25**

MOVED by Councillor Baswick

That the Chiller Unit Report be received as information.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**Res. 307-25**

MOVED by Councillor Baswick

That Council amend the level of service for Didsbury Out of School Care Association department as discussed.

	<b>FOR</b>	<b>OPPOSED</b>
Mayor Hunter	X	
Deputy Mayor Engel	X	
Councillor Baswick	X	
Councillor Moore	X	
Councillor Windsor	X	

**Motion Carried**

**14. ADJOURNMENT****Res. 308-25**

MOVED by Councillor Baswick

To adjourn the May 13, 2025 Regular Council Meeting at 9:51 p.m.

**Motion Carried**

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Mayor - Rhonda Hunter

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Acting Chief Administrative Officer, Amanda Riley



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: CAO Report  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Please find attached the information for the Chief Administrative Officer (CAO) Report for May 27, 2025

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

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

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the Chief Administrative Officer Report for May 27, 2025 as information.



## CAO Report – May 27, 2025

### 1. Development Permits Issued as of May 21, 2025

Please find the attached Development Permits issued as of May 21, 2025.

### 2. First Quarterly Operations Report

Please find the attached first quarterly report from Operations.

### 3. First Quarterly Planning and Development Report

Please find the attached first quarterly report from Planning and Development.

### 4. Family and Community Social Services (FCSS) Branding

Please see the attached update on the FCSS Branding.

### 5. Annual FOIP Statistics

The Town of Didsbury recently submitted its annual reporting regarding *Freedom of Information and Protection of Privacy* (FOIP) Requests submitted to the Town in the Government of Alberta Fiscal Year. Between April 1, 2024 and March 31, 2025, the Town received a total of two FOIP requests.

The Town is currently in the process of developing a Privacy Impact Assessment (PIA) Framework which will be used to identify and review risks associated with the Town's collection, use and disclosure of personal information and will be used to develop mitigation strategies and safeguards respecting those risks. PIAs must be developed in accordance with the new *Protection of Privacy Act*, which gained royal assent in December but has yet to come into force and effect.

Upon coming into force, Council can expect a revised Protection of Privacy Bylaw to be presented to Council which will replace the existing FOIP Bylaw.

### 6. Organizational Chart Update

Administration has made a change to the organizational chart involving the name change for one position and moving the position's location on the chart.

The Capital Asset Accountant position formerly in the Corporate Services department is being revised into GIS / Asset Management Coordinator and now being a part of the Engineering and Infrastructure department and reporting to the Director of Engineering and Infrastructure.

This move is made in support of Council's Strategic Plan to assist towards the "Strategically Managed Infrastructure" pillar. Adding capacity for this specific purpose will move GIS and Asset Management forward for the municipality, specifically the project planned for 2025. Please find the attached Organizational Chart with the revisions as discussed above.



## **7. Mid-Sized Towns Mayors' Caucus Time Tracking**

At the February 13, 2024 Regular Council Meeting, Council passed a motion to approve the Town of Didsbury as the designated membership municipality for the administrative duties of accounts payable/receivable for the Alberta Mid-Size Towns Mayors Caucus (MTMC) with letters of support from the caucus members and that administration report on the budgetary impact of the services at year end.

During 2024 administration tracked their time to complete administrative duties for the MTMC. The tracking of time has continued into 2025. Between February 13, 2024 and December 31, 2024 administration Spent approximately 43 hours completing administrative Duties for the MTMC, which is a value of approximately \$2,500. To date in 2025 administration has spent approximately 44 hours, again which is approximately \$2,500. There have also been minor additional costs related to photocopying.

These additional administrative duties are being completed within the capacity of the employees currently employed by the Town; therefore, there is not a specific budgetary impact, rather the cost is the impact of the time that could be spent completing other duties.

## CAO Report: Development as of May 21, 2025

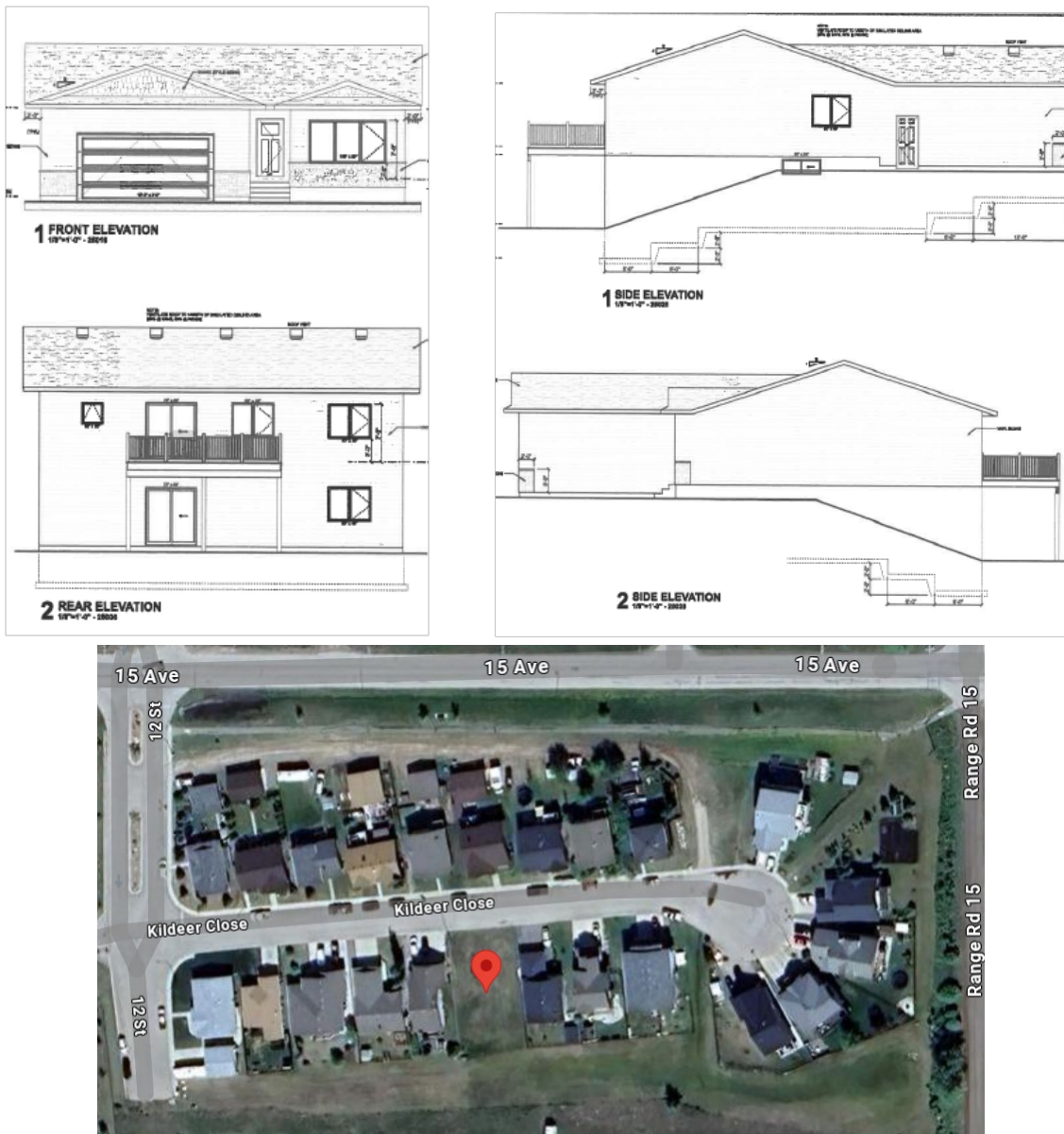
The Town of Didsbury has authorized the conditional issuance of the following permits:

### Development Officer (Permitted Use) Decisions

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
DP 25-032	1179 Kildeer Close	Dwelling, Single-Detached w/Attached Garage & Rear Yard Deck	3 Summit Construction c/o Randy Williams	May 8, 2025

### DP 25-032 Dwelling, Single Detached w/ Attached Garage & Rear Yard Deck:

With the development of this lot, this leaves only one more privately owned vacant lot in Kildeer Close and then the Kildeer Subdivision will be fully developed.



The next Municipal Planning Commission will be on Wednesday, May 28, 2025 for the proposed development of a Secondary Suite (Internal)



## First Quarter Engineering and Infrastructure Report

**Roads** - Crews focused on maintaining road safety by sanding to improve traction throughout the town. Over 200 tons of a salt, sand, and fractured rock mixture were utilized. The department completed several snow removal operations within the downtown area.

**Water** - One water leak occurred during this period. It was a curb stop failure on 20th Avenue. The repair did not disturb the recently reconstructed roadway.

**General** - Following a robust process, the department received authorization to complete a controlled burn of residual branches, logs and stumps from the grass & leaf bin closure. The burn was completed in under eight hours with zero complaints.

### Project Updates

#### ***East Reservoir***

Design review was completed and the tender package was prepared for release.

#### ***21<sup>st</sup> Avenue Connector***

Discussions with CPKC are ongoing for the watermain crossing under the rail line. The engineering design is on hold until CPKC's review has been completed.

#### ***RV Sani-Dump***

The design has not started yet. The East Reservoir is the priority project and following the award of the reservoir, the design will commence for the sani-dump.

#### ***2025 Roadworks***

Program was finalized and the scope of work prepared for tender release.

#### ***Advanced Metering Infrastructure***

Nearing the final stages of install. Equipment is onsite and integration is currently ongoing.

#### ***Valarosa Link Pathway***

Active Transportation Funding grant was applied for.

#### ***Streetlight Continuity***

Engineering design review was completed and sent to Fortis for review and approval.



**PLANNING & DEVELOPMENT SERVICES**  
**2025 Quarterly Planning & Development Report (Q1)**  
 (Jan 1 – Mar 31)

Prepared for the Regular Council Meeting

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**PRINCIPAL DWELLING UNITS**

	Q1	Q2	Q3	Q4	2025
<b>Permits: Principal Dwelling Units</b>	3				3
<b>Total Construction Values [in \$ millions]</b>	1.33				1.33
<b>Date of First Permit Issued</b>	Feb 20				Feb 20
<b>Date of Last Permit Issued</b>	Mar 26				Mar 26

**ACCESSORY BUILDINGS, STRUCTURES & OTHER USES**

	Q1	Q2	Q3	Q4	2025
<b>TOTAL: Permits Issued for Accessory Buildings/Structures, Additions, Decks, Demolitions/Relocations &amp; Secondary Suites</b>	7				7
<b>TOTAL: Construction Values [in \$ millions]</b>	0.21				0.21

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

<b>Accessory Buildings/Structure</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
Garages	3			
Sheds	0			
Gazebos	0			
<b>Additions</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
Garages	1			
Dwelling	0			
Garage	0			
Commercial	0			
Institutional	0			
Industrial	0			
<b>Decks</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
Deck with Stairs	0			
Covered Deck	0			
Enclosed Deck	0			
<b>Demolitions</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
Demolition	2			
Relocation	1			
<b>Secondary Suites</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
Internal Secondary Suite	0			
External Secondary Suite	0			



**PLANNING & DEVELOPMENT SERVICES**  
**2025 Quarterly Planning & Development Report (Q1)**  
 (Jan 1 – Mar 31)

Prepared for the Regular Council Meeting

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**MISCELLANEOUS**

	Q1	Q2	Q3	Q4	2025
<i>Temporary Shipping Container</i>	0				0

**HOME OCCUPATIONS**

	Q1	Q2	Q3	Q4	2025
<i>Home Occupations</i>	3				3

**VARIANCES GRANTED**

	Q1	Q2	Q3	Q4	2025
<i>Parking Variance</i>	0				0
<i>Setback Variance</i>	0				0

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

**COMMERCIAL RETAIL UNITS**

	Q1	Q2	Q3	Q4	2025
<b><i>Permits: New Commercial Retail Units</i></b>	1				1
<b><i>Total Construction Values [in the \$ millions]</i></b>	200,000				200,000
<b><i>Date of First Permit Issued</i></b>	Jan 23				Jan 23
<b><i>Date of Last Permit Issued</i></b>	Jan 23				Jan 23

<b>Change of Use</b>	Q1	Q2	Q3	Q4	2025
<i>Change of Use Business (new businesses in existing building)</i>	4				4
<i>Change of Intensification (ex: increase in number of children in a daycare)</i>	0				0

<b>Signage</b>	Q1	Q2	Q3	Q4	2025
<i>Signage</i>	2				2

**LAND USE APPLICATIONS & APPEALS**

<b>Subdivisions</b>	Q1	Q2	Q3	Q4	2025
<i>Subdivisions Approved</i>	3				3

<b>Redesignations</b>	Q1	Q2	Q3	Q4	2025
<i>Redesignations Approved</i>	0				0

<b>Development &amp; Subdivision Appeals</b>	Q1	Q2	Q3	Q4	2025
<i>Development Appeals</i>	0				0



**PLANNING & DEVELOPMENT SERVICES**  
**2025 Quarterly Planning & Development Report (Q1)**  
**(Jan 1 – Mar 31)**

Prepared for the Regular Council Meeting

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**COMPLIANCE CERTIFICATES**

<b>Certificates of Compliance</b>	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>	<b>2025</b>
<i>Certificates of Compliance Issued</i>	8				8

*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.*

May 27, 2025

## FCSS Branding

At the February 28, 2023 Regular Council Meeting, Council was presented with a new logo for the Didsbury FCSS program. This logo was created after a new provincial logo was unveiled by the Family and Community Support Services Association of Alberta (FCSSAA) in November 2022. Communications staff utilized the new FCSSAA logo as the base for a new Didsbury FCSS rebrand, which saw our marketing colours and the Didsbury “swish” used in combination with aspects of the provincial FCSSAA logo. Council approved the updated Didsbury FCSS logo (below) at that same meeting.



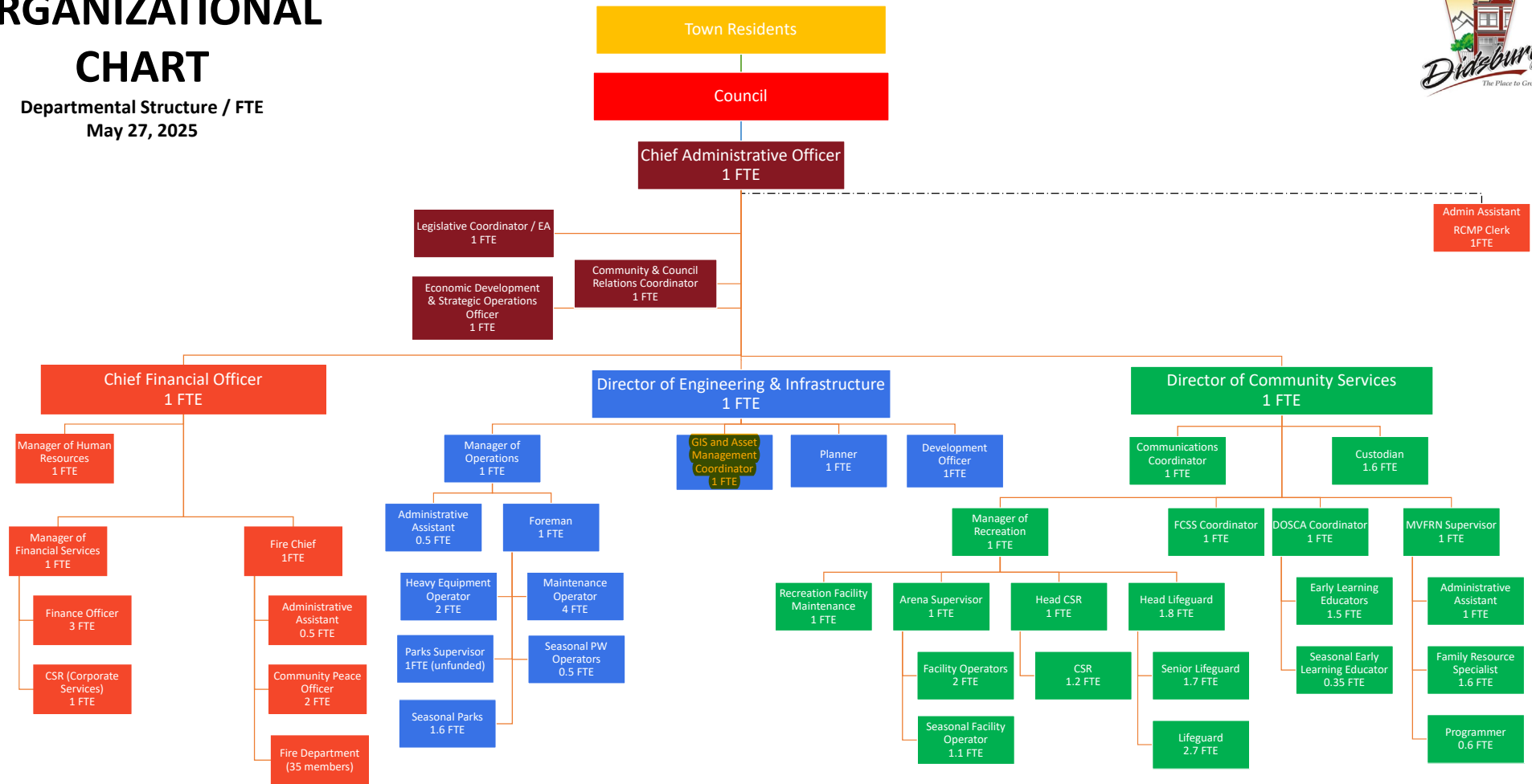
Later in 2023, Didsbury FCSS received additional branding information from the provincial FCSSAA office that required that local use of the provincial logo not be altered with different colours, layout and fonts. This additional information emphasized the need for FCSS brand consistency across the province, so that Albertans could easily identify FCSS-related services, no matter which community they were in. As such, the Didsbury FCSS logo was updated utilizing the FCSSAA template for local programs:



As a result of this change, both the Didsbury FCSS logo and the Town of Didsbury logo are utilized for our community program and event advertising.

# ORGANIZATIONAL CHART

Departmental Structure / FTE  
May 27, 2025



May 2 , 2025





## REGULAR COUNCIL MEETING Request for Decision (RFD)

**Vision:** The Place to Grow.

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

MEETING DATE: May 27, 2025  
SUBJECT: Designated Officer Bylaw 2025-08  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

At the May 13, 2025 Regular Council Meeting, Council granted first reading to Bylaw 2025-08 which establishes the position of municipal assessor as a designated officer for the municipality in accordance with the *Municipal Government Act*.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

This bylaw would enable the Municipal Assessor to serve as the designated municipal assessor the purposes of any the duties prescribed in any relevant bylaw that would pertain to assessment as well as Parts 9, 10, 11, and 12 of the *Municipal Government Act* as they pertain to Assessment of Property, Taxation, Assessment Review Boards, and the Land and Property Rights Tribunal. The bylaw would come into force and effect on July 1, 2025 to reflect the change in the current service to Wild Rose Assessments.

Council may refer the bylaw to Committee for further review should they so desire or otherwise it is recommended that Council grant second and third reading to Bylaw 2025-080

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION (two motions)

That Council grant second reading to Designated Officer Bylaw 2025-08.

**AND**

That Council grant third and final reading to Designated Officer Bylaw 2025-08.

Town of Didsbury  
Bylaw 2025-08  
Designated Officer Bylaw

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A bylaw of the Town of Didsbury, in the Province of Alberta, pursuant to the provisions of the *Municipal Government Act* R.S.A 2000 c. M-26 and amendments thereto, to establish and provide for the appointment of a designated officer to carry out the duties of the municipal assessor.

**WHEREAS**, section 284 of the *Municipal Government Act* R.S.A 2000 c. M-26 and amendments thereto requires that the municipality appoint a qualified person as a designated officer to carry out the functions, duties and powers of a municipal assessor;

**AND WHEREAS**, section 210 of the *Municipal Government Act* outlines the processes by which a council may establish a designated officer position and appoint an individual to that position.

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

**1. Title**

- 1.1. This bylaw may be cited as the “Designated Officer Bylaw”.

**2. Definitions**

1. The following words and terms are defined as follow:
  - 1.1.1. **Act** shall mean the *Municipal Government Act*, c. M-26 , R.S.A 2000 and amendments thereto.
  - 1.1.2. **Chief Administrative Officer (CAO)** shall mean the Chief Administrative Officer as appointed by Council.
  - 1.1.3. **Council** shall mean the municipal Council of the Town of Didsbury.
  - 1.1.4. **Municipal Assessor** shall mean an individual who has the qualifications as established in the *Municipal Government Act* and who is a designated officer and is appointed by the municipality to serve in the capacity of the designated officer for the purposes of carrying out the duties of a designated officer or assessor under the direction and supervision of the Chief Administrative Officer.
  - 1.1.5. Words importing the singular shall include the plural whenever the context so requires and vice versa.

**3. Authority**

- 3.1. The position of Municipal Assessor is hereby established as a designated officer of the Town of Didsbury.
- 3.2. The Municipal Assessor shall carry out the duties and responsibilities of the Municipal Assessor or designated officer in accordance with any relevant bylaw and Parts 9, 10, 11 and 12 of the Act as assigned to the Municipal Assessor the Chief Administrative Officer.
- 3.3. Council shall appoint, by resolution, a Municipal Assessor pursuant to the Act.
- 3.4. The Municipal Assessor may delegate the duties to an officer or employee qualified to carry out the duties of the Municipal Assessor.

**4. Severance**

- 4.1. Each provision of this Bylaw is independent of all other provisions. If any provision of this bylaw is declared to be void or invalid for any reason by a court of competent jurisdiction, all other provisions of this bylaw shall remain valid, enforceable, and in effect.

**5. Transitional**

- 5.1. Upon coming into force and effect, this bylaw shall hereby repeal Bylaw 2000-03.
- 5.2. This bylaw shall come into force and effect at 12:00 a.m. on July 1, 2025.

Read a first time this 13<sup>th</sup> day of May, 2025

Read a second time this \_\_ day of \_\_\_\_\_, 2025

Read a third and final time this \_\_ day of \_\_\_\_\_, 2025

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Mayor - Rhonda Hunter

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Acting Chief Administrative Officer – Amanda Riley



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: Bylaw 2025-09 Amending Land Use Bylaw - C3: Commercial District - Core  
ORIGINATING DEPARTMENT: Planning & Development

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### BACKGROUND/PROPOSAL:

On February 22, 2022, Bylaw 2022-01 received third and final reading to amend Section 4 of Land Use Bylaw 2019-04 to create a new C3: Commercial District – Core (“C3 District”). The C3 District replaced the existing RC: Residential/Commercial District (“RC District”) and the C1: Commercial District – General (“C1 District”) in the downtown core only. Creating this new district did not take into account the 22 existing residential dwelling units currently located in the C3 District.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration has received inquiries about proposed developments for secondary suites in the C3 District. Upon review of the Land Use Bylaw, there is no current Use allowing for a Secondary Suite (Internal/External) in the C3 District. During this conversation, the question was asked as to whether a homeowner could re-build his house in an existing location if it were to burn down. Unfortunately, the way the C3 District is currently written, no dwellings could be re-built in this district. Therefore, Administration is requesting that the C3 District be amended to include regulations allowing the existing dwellings to be protected and re-built should the dwelling be destroyed by fire or other natural disaster. Administration is also requesting that Secondary Suite (Internal/External) be added to the C3 District as a Discretionary Use.

Administration recommends that Land Use Bylaw 2019-04 be amended to add the following to the C3: Commercial District – Core:

- a. Secondary Suite (Internal/External) as a Discretionary Use; and
- b. Residential Regulations as follows:

If the existing (22) dwellings in the C3 District were to be destroyed by fire or any other natural disaster, these dwellings may be re-built. No other dwellings in the C3 District shall be developed other than to replace the existing destroyed dwellings at the following locations:

2034 A – 17 Avenue	2037 – 18 Avenue	2037 – 20 Avenue
2034 B – 17 Avenue	2018 – 18 Avenue	2022 – 20 Avenue
2038 A – 17 Avenue	2022 – 18 Avenue	2026 – 20 Avenue
2038 B – 17 Avenue	2026 – 18 Avenue	2030 – 20 Avenue
2030 – 18 Avenue	2034 – 20 Avenue	2033 – 20 Avenue
2017 – 18 Avenue	2034 – 18 Avenue	2038 – 20 Avenue
2021 – 18 Avenue	2038 – 18 Avenue	
2029 – 18 Avenue	2033 – 18 Avenue	



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

In the event of destruction by fire or natural disaster, the landowner may apply for a Development Permit to re-build the dwelling in accordance with the following residential site and setback requirements. These requirements are the same requirements outlined in the Land Use Bylaw under RC: Residential/Commercial District, which was the previous District for these (22) existing dwellings.

### Residential Site Requirements

Minimum Parcel Size	At the discretion of the Development Authority
Maximum Building Height	10.0 metres (32.8 feet)
Min. Landscaping Parcel Coverage	At the discretion of the Development Authority

### Residential Minimum Setback Requirements

Front Yard	At the discretion of the Development Authority
Side Yard w/Lane	1.5 metres (4.92 feet)
Side Yard w/o Lane	1.5 metres (4.92 feet)*
Rear Yard	10.0 metres (32.81 feet)
*Where there is no provision for access to the rear of the lot, the setback on one side shall be 3.0 metres (9.84 feet)	

## ALIGNMENT WITH STRATEGIC PLAN

### 4. Livability

## ATTACHMENTS

Att 01: C3: Commercial District – Core with Track Changes

## RECOMMENDATION (two motions)

That Council grant first reading to Bylaw 2025-09 Amending Land Use Bylaw 2019-04 – C3: Commercial District – Core.

AND

To set Tuesday, June 24, 2025 as the Public Hearing for Bylaw 2025-09 Amendment to Land Use Bylaw 2019-04 – C3: Commercial District – Core.

# C3: COMMERCIAL DISTRICT – CORE

## General Purpose

To strengthen the Commercial Core as the “heart” of the community and as a logical place to bring new vitality and mixed-use development that is compatible with the historic character. The district encourages, supports, and enhances the Commercial Core as a mixed-use urban hub that enhances the pedestrian-oriented streetscape.

## Permitted Uses

- a) Accessory Building
- b) Accessory Structure
- c) Establishment (Eating or Drinking Class 1)
- d) Market (Indoor)
- e) Office
- f) Public Utility
- g) Retail (Small/General/Personal Service)

## Discretionary Uses

- a) Animal Services
- b) Automotive Services (Minor)
- c) Building, Accessory
- d) Bus Depot
- e) Cannabis Retail Sales
- f) Care Facility (Child/Clinic)
- g) Drive-Through
- h) Dwelling, Multi-Unit (Apartment)
- i) Dwelling Unit, Occupancy of Owner, Operator or Caretaker
- j) Establishment (Eating or Drinking Class 2/Entertainment)
- k) Funeral Home
- l) Gas Station
- m) Market (Outdoor)
- n) Park
- o) Recreation (Private)
- p) Retail (Groceries/Vice)
- q) [Secondary Suite \(Internal/External\)](#)
- ~~r~~) Shipping Container (Small)
- ~~s~~) Shopping Centre
- ~~t~~) Car Wash
- ~~u~~) Any uses that are, in the opinion of the Development Authority, similar to the Permitted or Discretionary Uses, and which conform to the general purpose and intent of the District.

## Commercial Site Requirements

Minimum Parcel Size	At the discretion of the Development Authority
Maximum Building Height	12.5 metres (41.01 feet)
Min. Landscaping Parcel Coverage	At the discretion of the Development Authority

### **Commercial Minimum Setback Requirements**

Front Yard	0 metres (0 feet)
Side Yard w/Lane	0 metres (0 feet)
Side Yard w/o Lane	3.0 metres (9.84 feet)*
Rear Yard	Shall be provided for parking and loading
*Where there is no provision for access to the rear of the lot, the setback on one side shall be 6.0 metres (19.68 feet)	

### **Additional Regulations**

- Outdoor storage may be permitted at the discretion of the Development Authority where fencing and/or vegetative screening has been provided;
- A buffer strip of 6.5 metres should be provided along any boundary of a Commercial Core District that is immediately adjacent to any Residential District other than Residential- Commercial District;
- The buffer strip shall be provided on private lands unless an alternative has been provided as part of a multi-lot subdivision, and is acceptable to the Development Authority;
- A Dwelling, Multi-Unit (Apartment) may only be considered by the Development Authority when part of a Mixed Use Development application and complying with the requirements of section 3-15.
- Outdoor commercial patios shall not be detrimental to the surrounding area by way of noise, lighting, odours, access or any other means as determined by the Development Authority;

### **Parking Requirements**

- Section 3-58 and 3-60 of this Bylaw do not apply to development in this district.
- Notwithstanding a), where a new commercial development, or addition to an existing commercial development, exceeds a gross floor area of 500 m<sup>2</sup> or, where a new Mixed Use Development is proposed or, in the opinion of the Development Authority there is an increase in intensification through change of use, the parking needs for the subject development must be determined by the applicant, and a Parking Plan must be submitted to demonstrate satisfaction of those needs, to the satisfaction of the Development Authority.
- Where the Development Authority deems a Parking Plan unsatisfactory in meeting the identified parking needs for the development, the applicant shall either:
  - share no more than 75% of the necessary parking spaces identified with a site within 200m of the proposed development, which must include a legal agreement between the owner(s) of the properties for the sharing of parking;
  - provide and meet the recommendations of a Parking Study completed by a qualified transportation professional, to the satisfaction of the Development Authority.

### **Residential Requirements**

- If the existing (22) dwellings in the C3 District were to be destroyed by fire or any other natural disaster, these dwellings may be re-built. No other dwellings in the C3 District shall be developed other than to replace the existing destroyed dwellings at the following locations:

<u>2034 A – 17 Avenue</u>	<u>2037 – 18 Avenue</u>	<u>2037 – 20 Avenue</u>
<u>2034 B – 17 Avenue</u>	<u>2018 – 18 Avenue</u>	<u>2022 – 20 Avenue</u>
<u>2038 A – 17 Avenue</u>	<u>2022 – 18 Avenue</u>	<u>2026 – 20 Avenue</u>
<u>2038 B – 17 Avenue</u>	<u>2026 – 18 Avenue</u>	<u>2030 – 20 Avenue</u>

<a href="#"><u>2030 – 18 Avenue</u></a>	<a href="#"><u>2034 – 20 Avenue</u></a>	<a href="#"><u>2033 – 20 Avenue</u></a>
<a href="#"><u>2017 – 18 Avenue</u></a>	<a href="#"><u>2034 – 18 Avenue</u></a>	<a href="#"><u>2038 – 20 Avenue</u></a>
<a href="#"><u>2021 – 18 Avenue</u></a>	<a href="#"><u>2038 – 18 Avenue</u></a>	
<a href="#"><u>2029 – 18 Avenue</u></a>	<a href="#"><u>2033 – 18 Avenue</u></a>	

- b) [In the event of destruction by fire or natural disaster, the landowner may apply for a Development Permit to re-build the dwelling in accordance with the following residential site and setback requirements. These requirements are the same requirements outlined in the Land Use Bylaw under RC: Residential/Commercial District, which was the previous District for these \(22\) existing dwellings.](#)

#### [Residential Site Requirements](#)

<a href="#"><u>Minimum Parcel Size</u></a>	<a href="#"><u>At the discretion of the Development Authority</u></a>
<a href="#"><u>Maximum Building Height</u></a>	<a href="#"><u>10.0 metres (32.8 feet)</u></a>
<a href="#"><u>Min. Landscaping Parcel Coverage</u></a>	<a href="#"><u>At the discretion of the Development Authority</u></a>

#### [Residential Minimum Setback Requirements](#)

<a href="#"><u>Front Yard</u></a>	<a href="#"><u>At the discretion of the Development Authority</u></a>
<a href="#"><u>Side Yard w/Lane</u></a>	<a href="#"><u>1.5 metres (4.92 feet)</u></a>
<a href="#"><u>Side Yard w/o Lane</u></a>	<a href="#"><u>1.5 metres (4.92 feet)*</u></a>
<a href="#"><u>Rear Yard</u></a>	<a href="#"><u>10.0 metres (32.81 feet)</u></a>
<a href="#"><u>*Where there is no provision for access to the rear of the lot, the setback on one side shall be 3.0 metres (9.84 feet)</u></a>	



### C3: COMMERCIAL DISTRICT – CORE BOUNDARY



**TOWN OF DIDSBURY**  
**Bylaw 2025-09**  
**Amending Land Use Bylaw 2019-04 – C3: Commercial District - Core**

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

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

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

**1. SHORT TITLE**

1.1. This Bylaw may be referred to as “Amending Land Use Bylaw 2019-04 – C3: Commercial District – Core”.

**2. PROPOSED AMENDMENTS**

2.1 That Land Use Bylaw 2019-04 be amended to add Secondary Suite (Internal/External) as a Discretionary Use to the C3: Commercial District – Core.

2.2 That Land Use Bylaw 2019-04 be amended to include the following Residential Regulations to the C3: Commercial District – Core:

**Residential Regulations**

If the existing (22) dwellings in the C3 District were to be destroyed by fire or any other natural disaster, these dwellings may be re-built. No other dwellings in the C3 District shall be developed other than to replace the existing destroyed dwellings at the following locations:

2034 A – 17 Avenue	2037 – 18 Avenue	2037 – 20 Avenue
2034 B – 17 Avenue	2018 – 18 Avenue	2022 – 20 Avenue
2038 A – 17 Avenue	2022 – 18 Avenue	2026 – 20 Avenue
2038 B – 17 Avenue	2026 – 18 Avenue	2030 – 20 Avenue
2030 – 18 Avenue	2034 – 20 Avenue	2033 – 20 Avenue
2017 – 18 Avenue	2034 – 18 Avenue	2038 – 20 Avenue
2021 – 18 Avenue	2038 – 18 Avenue	
2029 – 18 Avenue	2033 – 18 Avenue	

In the event of destruction by fire or natural disaster, the landowner may apply for a Development Permit to re-build the dwelling in accordance with the following residential site and setback requirements. These requirements are the same requirements outlined in the Land Use Bylaw under RC: Residential/Commercial District, which was the previous District for these (22) existing dwellings.

**Residential Site Requirements**

Minimum Parcel Size	At the discretion of the Development Authority
Maximum Building Height	10.0 metres (32.8 feet)
Min. Landscaping Parcel Coverage	At the discretion of the Development Authority

### Residential Minimum Setback Requirements

Front Yard	At the discretion of the Development Authority
Side Yard w/Lane	1.5 metres (4.92 feet)
Side Yard w/o Lane	1.5 metres (4.92 feet)*
Rear Yard	10.0 metres (32.81 feet)
*Where there is no provision for access to the rear of the lot, the setback on one side shall be 3.0 metres (9.84 feet)	

### 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 \_\_\_\_ day of \_\_\_\_\_ 2025.

Read a Second time on this \_\_\_\_ day of \_\_\_\_\_ 2025.

Public Hearing held on this \_\_\_\_ day of \_\_\_\_\_ 2025.

Read a Third and Final time on this \_\_\_\_ day of \_\_\_\_\_ 2025.

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Mayor Rhonda Hunter

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Acting Chief Administrative Officer Amanda Riley



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: Bylaw 2025-10 Amending Land Use Bylaw 2019-04 - Portion of Plan 1711795 Block 3 Lot 73 Redesignation  
ORIGINATING DEPARTMENT: Planning & Development

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### BACKGROUND/PROPOSAL:

The lot is currently zoned R5: Residential District – High Density and as part of a subdivision proposal a portion of the property is being considered for Municipal Reserve Dedication. This consideration requires the redesignation to REC: Recreation/Open Space District.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The area that is considered for redesignation will provide for pathway connection within the Valarosa neighborhood.

### ALIGNMENT WITH STRATEGIC PLAN

- 3. Strong & Resilient Local Economy
- 5. Governance & Organizational Excellence

### RECOMMENDATION (two motions)

That Council grant first reading of Bylaw 2025-10 Amending Land Use Bylaw 2019-04 - Portion of Plan 1711795 Block 3 Lot 73 Redesignation.

**AND**

To set June 24, 2025 as the Public Hearing for Bylaw 2025-10 Amending Land Use Bylaw 2019-04 - Portion of Plan 1711795 Block 3 Lot 73 Redesignation.

**TOWN OF DIDSBURY**  
**Bylaw 2025-10 Amending Land Use Bylaw 2019-04**  
**Portion of Plan 1711795 Block 3 Lot 73 Redesignation**

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

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

**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 "Bylaw 2025-10 Amending Land Use Bylaw 2019-04 - Portion of Plan 1711795 Block 3 Lot 73 Redesignation"

**2. PROPOSED AMENDMENTS**

2.1. That Appendix A Land Use Bylaw Map, of the Land Use Bylaw 2019-04 is hereby amended, to change the designation of a portion of 1711795 Block 3 Lot 73 from R5: Residential District – High Density to REC: Recreation/Open Space District as shown on the attached Schedule A map.

**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       day of

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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Acting Chief Administrative Officer Amanda Riley





## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: PS 022 – Trapping of Cats Policy  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

The Town is currently undergoing a review of various Protective Services and Municipal Enforcement policies. Upon review, PS 022 Trapping of Cats Policy was identified as a policy that is outdated and is no longer representative of the level of service that is provided. The policy is attached for Council's review.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

As written, the policy enables residents of the municipality to rent out cat traps for the spring and summer months for a deposit of \$100. While there are provisions in the policy that require that cat traps be checked regularly and that any animals caught must be handled in a humane manner, it is the preference of Administration that Town-owned cat traps only be used and operated by animal control officers to ensure proper care and handling of animals and the traps.

It is understood that historically, there was a sizable population of stray cats within the town boundary and therefore, cat traps were used as a population control. However, issues have since subsided and there is no longer a need to employ cat traps outside of the use by animal control officers employed by the Town of Didsbury. There are provisions of the Responsible Pet Ownership Bylaw that enables the Town to permit not-for-profit entities to operate a cat trap, neuter, and release program should cat populations get out of control as well. Furthermore, the Bylaw has provisions that discuss cat licensing, maximum felines per household, stray animals, animals at-large, and animal seizure by a Peace Officer.

Administration is satisfied that the provisions of the bylaw authorize the Town to access sufficient resources to maintain the cat population without renting traps to residents and is therefore recommending that the Trapping of Cats Policy be rescinded. Should Council desire to maintain this service, it is recommended that the policy be updated by Administration and brought back to Council for regular updates.

### ALIGNMENT WITH STRATEGIC PLAN

#### 2. Vibrant & Connected Character Community

### RECOMMENDATION

To rescind PS 022 – Trapping of Cats Policy.



TOWN OF DIDSBURY POLICY INDEX	
Policy Number:	PS 022
Policy Title:	Trapping of Cats
Approval Date:	September 29, 2009 – Reviewed May 2020
Date to be Reviewed:	2025
Responsible Department:	Protective Services
Related Bylaws:	Cat Control Bylaw 200Animal Control Bylaw (being developed)

**1. Policy Statement:**

The Town of Didsbury supports trapping of at large cats in a humane manner.

**2. Guidelines:**

When Didsbury residents require the use of a cat trap, the following procedures are to be followed.

- 2.1 When a Town of Didsbury resident requires the use of a cat trap, the resident is to call the Town of Didsbury Administration Office at 403-335-3391 during regular business hours 8:30 am to 4:30 pm Monday to Friday.
- 2.2 Cat traps can only be rented out in the spring and summer months. Cat traps are not to be issued to a resident until the current temperature has remained consistently above 0 degree Celsius for a period of seven (7) days. During the summer months the resident should also be instructed to set up the trap in the evenings, and not during the day so if a cat is caught in the trap, it is not subjected to long periods of heat exposure from the sun in warmer periods. Cat Trap renters are to feed, water and care for any trapped animal in a humane manner. Cat traps are to be checked every 2 to 3 hours.
- 2.3 When the resident requests a cat trap, the resident will be required to fill out a cat trap rental form and put down a refundable deposit. If there is not a cat trap available at the time, the resident can put their name on a waiting list, and when their name is next, the next available cat trap will be provided to them.
- 2.4 The resident must be instructed that there will be a refundable deposit of \$100 required to cover loss or damage to the trap. The resident does have the option of taking the trap again if there is a continuing problem with cats on their property and there is not a waiting list for the trap.
- 2.5 The resident must be instructed not to set the trap up unless the Officer will be in the Town of Didsbury on patrol the same or following business day.
- 2.6 When the residents catches a cat and needs it picked up, they are to call the Town of Didsbury Administration Office at 403-335-3391. A Town of Didsbury employee can then notify the Officer there is a trap to be picked up.
- 2.7 If the resident owns their own cat trap and catches a cat, it is their own responsibility to transport the cat-for impound at their own expense
- 2.8 All traps not provided by the Town of Didsbury must be approved by the Animal Control Officer as humane. Trapping of cats must follow the guidelines of this policy as stated.

**End of Policy**





## CAT TRAP RENTAL AGREEMENT

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### PART I – GENERAL INFORMATION

Name:	
Mailing Address:	Civic Address:
Phone Number:	Cell Phone Number:
Email:	Other Phone Number:

### CONDITIONS OF COLLECTION AND RETURN

- To rent a cat trap you must be a Town of Didsbury resident or ratepayer;
- \$100.00 refundable security deposit payable to the Town of Didsbury;
- The cat trap is to be paid for, picked up and returned to the Town of Didsbury Administration Office (1606 – 14 Street);
- Hours of operation are Monday through Friday 8:30 a.m. to 4:30 p.m.;
- Failure to return the trap by the 4:30 pm on the due date will incur an \$8.50 per day penalty;
- If no damage has occurred to the trap during the rental period, the \$100.00 security deposit will be refunded in full;
- Any damage incurred to the trap during the rental period will result in the forfeit of the total deposit;
- Please direct any inquiries to the Animal Control Office at 403.335.3391.

I have read the above and the “Conditions for the use of humane cat traps” document and agree to abide by these conditions.

Personal information is being collected under the authority of Section 33 of the *Freedom of Information and Protection of Privacy Act* (FOIPP). Your personal information is used for Town of Didsbury operating purposes. If you have any questions about the collection of information, please contact the FOIPP Coordinator at 403-335-7731 or by email at [legislative@didsbury.ca](mailto:legislative@didsbury.ca).

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### PART II: ADDRESS OF WHERE THE TRAP WILL BE USED

Animal Trap Site Address: \_\_\_\_\_

Trap Due Back Date: \_\_\_\_\_

Policy #2006 Trapping of Cats Provided? YES / NO

## Cat Trap Rental Agreement

### CONDITIONS FOR THE USE OF HUMANE CAT TRAPS

(In accordance with Cat Bylaw 2007-10)

#### **1. Procedure and Guidelines**

1. A citizen of the Town of Didsbury, who has concerns with damages done to his or her property as a result of a stray cat, may telephone the Town, voice a complaint and request a cat trap.
2. The Complainant will attend the office of the Town and, if the complaint is found to be valid, the Complainant will be requested to sign the form and an agreement (Cat Trap- Borrowing Procedure & Complaint Form) provided by the Town, and the Town will then provide a cat trap to the Complainant.
3. The Complainant will be required to pay a \$100.00 deposit to the Town. This deposit will be returned to the Complainant at such time as the trap is returned and is found to be in the same condition it was at the time it was obtained from the Town.
4. The Complainant will set the cat trap in a place shaded from the hot sun, on the premises of the Complainant for a period of not more than 72 hours, after which time he or she will return the trap to the Town.
5. It will be the responsibility of the Complainant to check the trap hourly, or as approved by the Town and, if an animal is caught, the Complainant must bring the animal and the trap to the Town within 24 hours following the trapping.
6. The Town may enter and inspect the premises of the Complainant and ascertain if a cat trap has been properly placed or set and if a cat has been trapped.
7. The Complainant shall not leave a trap set on his or her property unattended when absent therefrom for any period of time whatsoever, except as approved by the Town.
8. The Complainant shall check the trap prior to 11:00 p.m. on each night that the trap is on the property and, if no animal is caught, he or she shall, unless otherwise approved by the Town, trip the trap and render it harmless until 6:00 a.m. the following day, when the Complainant may again set the trap. No traps are to be set from 4:00 p.m. Friday to 8:00 a.m. Monday, or Tuesday on a long weekend.
9. At such time as the Town takes possession of a trapped cat, the Town will try to locate an identifying tag or tattoo on the cat and, if found, will make effort to contact the Owner of the cat in order to report that it has been impounded by the Town.
10. If an identification tag or tattoo cannot be found on the impounded cat, the Town will keep the cat for a period of at least 72 hours. After said 72 hour period, it shall be up to the discretion of the Town as to whether or not the trapped cat shall be kept, sold to a new owner, or be euthanized. However, notwithstanding the care taken to ensure return of an Owner's cat, if a trapped cat shall be found by the Town to be wild and dangerous and/or seriously injured, it may be euthanized immediately upon being impounded.
11. At such time as a cat owner attends the Town office for the purpose of picking up his or her cat, which was running at large, an offence ticket will be issued in accordance with the current year Rates and Fees Bylaw. At the time of returning a cat to its owner, the Town will make the Owner aware of the identification Tag Service offered by the Town.
12. It is the responsibility of the Complainant to ensure that, once a cat is trapped on his or her property, that said cat shall not be abused contrary to section 9 (a) (ii) and 9 (a) (iii) of the Bylaw, by anyone on his or her property or anyone coming onto his or her property.
13. Any person seeing a cat in a trap being abused is encouraged to telephone and report the abuse to the Town, at which time the Town will immediately attend at the premises where the abuse has taken place and will remove the cat and the trap forthwith.
14. The Town will not provide service after normal business hours.
15. No cat traps will be provided by the Town to a Complainant when weather conditions are, or are forecast to be, colder than 0 degrees Celsius for the 72 hour period from the time of issue of a cat trap.
16. Any person who abuses, teases or pokes an animal in a cat trap or is causing pain, suffering, or injury to any animal, may be charged with an offence under section 446 of the Criminal Code of Canada.

Cat Trap Rental Agreement

**PART III: OFFICE USE ONLY**

<b>Trap Issued by:</b>	<b>Date:</b>	<b>Signature:</b>
<b>Date Returned:</b>	<b>Damaged:</b> YES / NO	<b>Cats Trapped:</b> YES / NO
		<b>If Yes How Many:</b>
		<b>Were they owned by anyone?</b>
		<b>How were the cat(s) disposed of?</b>

<b>Security Deposit \$100.00</b>	<b>Paid</b>		<b>Refunded</b>		<b>Date:</b>
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Peace Officer / Bylaw Officer: Name: \_\_\_\_\_

Signature: \_\_\_\_\_



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: PROP 005-25 Lease Policy  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Council referred the development of a Lease Policy to the Policy and Governance Committee for development. Upon review and consideration, Council is being presented with PROP 005-25 – Lease Policy.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

This policy draws a distinction between a lease and a facility rental.

The purpose of which was to enable the Chief Administrative Officer or designate the ability to continue to rent facilities, such as the Arena ice surface, Train Station, and Aquatic Centre for regular use for a term of 30 days or less but may be subject to month-to-month renewal. Rates for facility rentals are largely established by bylaw, however, in the case that a rate has not been established by bylaw, the CAO may establish a rental rate based on market value.

Alternatively, any agreement for use of a town-owned property for a term in excess of 1 year would be considered a lease and is required to come to Council for approval. The policy enables leases to be entered into with private, individual, and not-for-profit organizations with considerations for market and non-market value.

The municipality also has a number of long term or indefinite leases with various organizations. The following is a non-exhaustive list of the long term leases held by the Town:

- Didsbury Five-O Club Lease (2016) – 1 year term with automatic renewal
- Didsbury Golf Club Lease (1985) – 42 year term with 50 year automatic renewal
- Girl Guides of Canada Lease (2019) – Indefinite
- Didsbury Municipal Library Letter of Understanding (2019) – Indefinite
- Didsbury Memorial Complex Concession Lease (2023) – 3 year term
- Telus Communications Lease (2020) – 5 year term with automatic renewal

This policy better defines the approving authority of Council and the CAO in terms of rental agreement and leases which affect the level of service provided to the residents of Didsbury.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION

To adopt PROP 005-25 Lease Policy as presented.



## Policy Statement

This governance policy provides for the ability of the Town of Didsbury to enter into lease and rental agreements for use of Town property.

### 1. Definitions

- 1.1 **Lease(s)** shall mean an agreement between the Town of Didsbury and a Person or Not-for-Profit for a term of, or in excess, of one (1) year.
- 1.2 **Lessee** shall mean the person or not-for-profit that has entered into a lease with the Town of Didsbury for use of Town Property.
- 1.3 **Town Property** shall mean property, land, or improvements including fee simple, municipal reserve, environmental reserve, community services reserve, or school reserve whereby the Town of Didsbury is a registered property owner on the Certificate of Title
- 1.4 **Market Value** shall mean the highest price that a willing ~~lease~~ would be willing to pay and that the Town would be willing to accept.
- 1.5 **Non-Market Value** shall means the value of a lease being less than the Market Value of the lease.
- 1.6 **Not-for-Profit** means a Society registered under the *Societies Act R.S.A 2000 c. S-14* or is a registered charity under another enactment operating in the Town of Didsbury.
- 1.7 **Person** includes an individual, partnership, association, body corporate, company, trustee, executor, administrator, legal representative, municipality, or regional services commission not including a not-for-profit.
- 1.8 **Rental agreement** shall mean an agreement between the Town of Didsbury and a Person or Not-for-Profit for a term of ~~30 days or~~ less.
- 1.9 **Triple Net** shall mean a lease whereby the base rent, insurance, utilities, minor building maintenance, and property taxes if applicable under ~~section 352 of~~ the *Municipal Government Act* are the responsibility of the lessee.

### 2. General Principles

- 2.1 The Town will endeavor to collaborate and form partnerships with Not-for-Profits to establish reasonable Leasing costs where there is a benefit to the community and an opportunity to maximize the benefit to the community.
- 2.2 Any entity leasing or utilizing Town Property for a period of one year or more is required to enter into a lease agreement.
- 2.3 The Town of Didsbury will hold a public hearing for any lease on municipal reserve, community services reserve or school reserve in accordance with the *Municipal Government Act*.
- 2.4 Where a lease is granted to a Not-for-Profit for non-market value, the amount of the lease shall be considered an indirect grant with a non-cash value.
- 2.5 Council may make exceptions to this policy through resolution.

### **3. Leases**

3.1 All Leases shall be brought to Council for approval, amendment, extension, or renewal.

3.2 All leases between the Town and a Person should be triple net leases.

3.3 All leases between the Town and a Person shall endeavor to be of market value.

3.4 Leases to Not-for-Profits may be granted below market value where:

- a) the Not-for-Profit will deliver services that will enhance recreation, culture, economic development, or foster a sense of community;
- b) the Not-for-Profit is the sole provider of the service or activity;
- c) the Not-for-Profit's services do not compete with a person or not-for-profit providing a similar service;
- d) services provided serve a broad range of demographics to maximize service to the community;
- e) the Not-for-Profit is registered and in good standing and has provided sufficient proof of such; or
- f) The Town Property could not be utilized for any other purpose.

### **4. Rentals**

4.1 Administration is authorized to enter into rental agreements for the use of Town Property.

4.2 A rental agreement may be renewed month-to-month.

4.3 Rental rates shall be established by bylaw. In the case that no bylaw or rate exists for a service, or until such time as one exists, the Chief Administrative Officer may establish a market value rate.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: Street Sweeper Wrap and Advertising Options  
ORIGINATING DEPARTMENT: Engineering & Infrastructure

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### BACKGROUND/PROPOSAL:

The Town's street sweeper operates frequently throughout our community and it presents an opportunity to generate revenue through advertising. Wrapping this piece of Equipment with an eye catching wrap and paid advertisements can enhance exposure, help local business visibility, support economic growth, and provide create character.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Applying a custom wrap and allowing local for advertising on the sweeper introduces a creative way to use municipal assets for revenue generation. This approach has been successfully implemented at the arena with the Zamboni demonstrating the potential benefits of using public vehicles for commercial advertising.

Beyond financial benefits, wrapping the new street sweeper with a visually striking design offers an exciting opportunity for Didsbury to showcase its latest investment in municipal services, enhance community engagement and reinforce local pride.

The rendering attached was designed to create an eye-catching wrap that ties in the theme with our Municipal mascot (Didsbee) with combined factors of the new "Broom Bear" sweeper to create a cost-effective and impactful solution to enhance municipal visibility.

It is estimated that the wrap and design can be completed for under \$6,000 not including GST.

### ALIGNMENT WITH STRATEGIC PLAN

#### 2. Vibrant & Connected Character Community

### RECOMMENDATION

To create a custom wrap, aligning with Didsbury's branding, to be funded by the equipment Repairs and Maintenance Budget.







## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

MEETING DATE: May 27, 2025  
SUBJECT: 2024 Community Grant Surplus Funds  
ORIGINATING DEPARTMENT: Community Services

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### **BACKGROUND/PROPOSAL:**

At the May 13, 2025 Regular Council Meeting, Council was advised of a \$3,500 surplus in the 2024 Community Grant Fund. These funds were the result of an unclaimed grant to the Essentials For Our Community (EFOC) organization.

At the October 22, 2024 Regular Council Meeting, Council passed the following motion in an effort to financially support the EFOC program's relocation from the Didsbury Train Station to another facility within the community: *RES 591-24: "MOVED by Councillor Baswick to provide a grant to Essentials for Our Community funded from the Community Grant Program in the amount of up to \$3,500 to accommodate the transition."* - CARRIED

EFOC was informed of the grant funding during a meeting with Administration on October 24, 2024, and agreed they would request the funds once they secured a new location for their program and could then assess how the funding could be utilized.

On November 12, 2024, Administration was notified, via email, that they had found a location and a request was made to EFOC to submit a detailed budget for how the funds were planned to be used so that a cheque could be issued. No further information was received regarding this grant funding from EFOC. As a result, a surplus of \$3,500 is showing in the 2024 Community Grant Fund.

At the May 13, 2025 Regular Council Meeting, Council referred this item to the Financial Planning Committee (FPC) for review and recommendation. The FPC met on May 20, 2025 to discuss this item.

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

Committee members are proposing the reallocation of the \$3,500 surplus to the Strategic Initiatives and Contingency Reserve, with the following reasoning:

- The Community Grant Program Policy (CS 003-24) sets the maximum annual program funding at \$30,000, or 10% of the total year-end surplus, whichever is less. Since the Community Grant program's inception in 2021, the year-end surplus maximum has always been achieved and, as such, the FPC members felt that these funds could be utilized more effectively in 2025.
- Committee members feel that the surplus could be better utilized in helping to offset unplanned 2025 expenses, which include: an external wage review, CAO recruitment costs, and increased costs relative to the East Reservoir project.

*The Committee, by consensus, recommends that the surplus be moved to the Strategic Initiatives and Contingency Reserve, to be used towards items that are currently being funded such as CAO recruitment, external compensation review, or reservoir.*

### **ALIGNMENT WITH STRATEGIC PLAN**

#### **3. Strong & Resilient Local Economy**

### **RECOMMENDATION**

To approve that the 2024 Community Grant Program surplus of \$3,500 be reallocated to the Strategic Initiatives and Contingency Reserve.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

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

MEETING DATE: May 27, 2025  
SUBJECT: 2025 EDA Xperience Reports and 2026 Registration  
ORIGINATING DEPARTMENT: Economic Development & Strategic Operations

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### **BACKGROUND/PROPOSAL:**

The annual Economic Developers of Alberta (EDA) Xperience Leadership Summit Conference is taking place April 15 to 18, 2026 in Kananaskis.

Council approved two members of DEDAC attend the 2025 conference. Reports prepared by Chris Overwater and Dawn Stewart, DEDAC members, are attached for Council's review and information.

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

Each year, the EDA Xperience Leadership Summit and Conference draws more than 500 local, national, and international economic development professionals, along with elected officials from across Alberta. This premier event offers a valuable forum to examine the current state of Alberta's economy, explore actionable strategies for economic growth, and foster collaboration among peers.

Delegates will gain insights into Alberta's current and emerging sector opportunities, stay informed on the latest trends and issues in economic development, and learn from best practices shared by leading experts. The conference also features inspiring keynote speakers and dynamic, in-person networking opportunities designed to build meaningful connections.

Historically, the conference has sold out immediately upon the opening of public registration, and the 2026 event is expected to follow suit. As such, early registration is strongly recommended to secure participation and take advantage of the Early Bird pricing available to non-members once registration opens this summer.

Associated costs—including park conservation fees, mileage, and two nights' accommodation at the Pomeroy Mountain Lodge— will be covered under the Economic Development budget allocated for DEDAC. This includes two Early Bird registrations (rate to be announced) plus applicable GST.

The costs for two attendees in 2025 was approximately \$3,000. It is expected that costs for two attendees in 2026 be approximately \$3,200.

Should Council intend to provide DEDAC members the opportunity to attend the conference in 2026, Administration is recommending a motion approving such.

### **ALIGNMENT WITH STRATEGIC PLAN**

3. Strong & Resilient Local Economy



## **REGULAR COUNCIL MEETING**

### **Request for Decision (RFD)**

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

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

#### **RECOMMENDATION**

To accept the EDA Xperience 2025 Leaders' Summit & Conference reports from DEDAC members Dawn Stewart and Chris Overwater as information.

AND

To approve the early bird registration and travel costs for two DEDAC members' attendance at the 2026 EDA Xperience Leaders Summit & Conference to be funded from the 2026 Economic Development Budget.

Attn: Alexa Ross

Town of Didsbury Economic Development Committee

Re: EDA Conference, Attendance Report – Chris Overwater (DEDAC member),  
Creekside ASP Family Owners.

It is with great pleasure that I attend the Economic Development Conference in Kananaskis. I attended the following sessions:

### **Official Leaders Summit Opening and Lunch**

#### **Albertas Future Sector Opportunities**

##### **Energy, Petrochemicals and Renewables**

I attended this seminar due to my experience in the fields mentioned. The biggest challenge I feel, and this was not addressed, is how, from an economic standpoint, communities can benefit through education on what goes into these fields of expertise. While we continually watch and encourage the left-wing attacks on an industry that benefits the entire world, we won't invest money or time, or even make it a curricular event, to engage the youth, the uninformed, or even the most die hard environmentalist in real conversation. Not full of rhetoric, but with cold hard fact and truths about the good and bad of the industry and what should be done by all to support it. Small communities like Didsbury, while agrarian in nature, rely on technical trades for a solid portion of the individual's prosperity. The benefits of having energy related industries and jobs in small communities is that the families stay close to home, the jobs are well paying, and money circulates within the small communities.

##### **Life Sciences, Health and Biotech**

I attended this seminar because I feel that Didsbury, specifically as a "Place to Grow" is ideally situated to benefit from these industries. New methods of growing are now so technically advanced that with proper investment Didsbury could have real food security for not only its community but those surrounding it. WE have the land available, we have the agricultural background, and we are right on the busiest corridor in Canada, if not all of North America. These industries use minimal water, have low to no emissions (mostly Oxygen through plant Respiration), are clean, and provide jobs that are well above minimum wage. They are ideal for families looking for part to full time work, with flexible schedules.

##### **Aviation, Aerospace and Logistics**

I spent some time in this session due to our proximity to the Airport, and the prospect of getting spill over work from the Aerospace park being developed near Strathmore. Our location is closer, and access is easier. The challenge they have is space, these industries need large tracts of land. 40-160 acres is the range. They also require huge resources of Power for their testing. Emissions are more related to sound than smell, I did talk to a representative from Strathmore, and he said that while work is progressing they feel that it may stall due to the macro economic factors now in play.

##### **The Visitor Economy, Film and Creative Services**

I had limited time to attend this one, what I did hear is that having a visitor center that is in a high visibility area of town, that is manned fully, and that has all the information that a tourist or a business person needs for contacts is critical to first impressions.

## **Partners in Community Economic Prosperity**

Connections were made at this event. Many EDO's that I talked to here stressed that it requires an active partnership between businesses, townspeople, local government, and even municipal government to be successful. My take away from this was reflecting on my experience with Invest Alberta, and how difficult it is to source the information that is needed to complete their documents.

## **Revitalizing Rural Communities**

This session was probably the least organized of all I attended, while everyone understands the need to shift people and jobs to rural communities, no one has an overall strategic plan. I spoke to the group about the fact that this needs to be a government vision for small town Alberta.

## **My overall take aways from the conference**

1. It's a fun time and a way for people to get together with like minded individuals
  - a. I would now go in, with a specific agenda from the Town on what sessions are most applicable to our vision and focus on those next time.
2. It takes a village....literally. No one individual can do economic development. It takes a focussed effort, and focussed resources. We are competing with cities, and we are vastly underequipped to do so.
3. We are underutilizing available space. While I understand the speculative nature of real estate, there has to be created a means to encourage development of empty lots. In order to do this the town has to create new and imaginative paths for development, deferred taxation, Public partnership with private companies, and even penalties for not pursuing development. Canmore just recently enacted and absentee ownership tax I believe.
4. We need land shovel ready, but again that is risky Canada infrastructure Bank has money accessible for towns to help developers finance infrastructure. At no risk to the town.

May 5, 2025

I was fortunate to be able to attend the EDA Experience 2025 Leaders' Summit & Conference April 9 – 11, 2025. I really appreciated the opportunity and believe it is beneficial for DEDAC members to gain a deeper understanding of Economic Development and network with professionals directly and indirectly related to the industry. I was very impressed overall with the caliber of presenters and attendees. A highlight, of course, was witnessing Didsbury's own Economic Development win the award for Innovative Approach for the tourism project, Earptopia – Didsbury Day!

Wednesday I attended 6 panel talks related to Agriculture, Energy, Life Sciences, Technology, Aviation and the Visitor Economy. It was fascinating listening to a panel of experts in each of the respective fields talk about the current trends and where each will likely be going in the future.

Thursday was split out into smaller panel talks. In addition to the breakfast plenary (Content Crunch) and lunch plenary (Canada-US Relations) I took in three of the smaller panel talks.

First was EcDev and Urban Planning. This talk explored the interrelationships between planners and EcDev, and that good collaboration will have you market ready for investment. Next, Bridging Social and EcDev to Foster Prosperity. Speakers' backgrounds ranged from arts and culture to cooperatives and organizations that focus on collaborating to identify and bring focus to rural issues, build local capacity and develop solutions for social and economic challenges. The final was Revitalizing Rural Communities, where the speakers brought forth examples of projects they were involved in that successfully brought major revitalization to various communities.

Friday wrapped up with three plenaries: Productive Diversification, Invest Alberta, and Wonder Valley, Alberta's Premiere Data Centre before the very beautiful and moving closing ceremonies.

The themes this year seemed to center around collaboration and identity, on regional, provincial and federal levels. You can't be everything to everybody. Partners and collaborators are necessary but be prepared to do it alone. You need to differentiate yourself. Full awareness of who we are and what we do, also who we aren't. We need to represent ourselves well, all of us, united and clear identity so we attract what enhances our town / community for sustainable growth.

Again, thank you for this amazing opportunity to better serve my community.

Dawn Stewart

A handwritten signature in black ink, appearing to read 'Dawn Stewart', with a stylized, circular flourish on the left side.

Vice Chair, DEDAC



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: 2025 Alberta Provincial Housing and Service Needs Estimation  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

The Rural Development Network (RDN), a not-for-profit organization that works with rural and remote communities to develop innovative rural-based solutions to social and economical challenges, is conducting a survey to better understand and identify what housing insecurity looks like in rural Albertan communities. This project, called the Estimation, is currently accepting applications from communities to fill 20 available spots in the project.

The project will have the municipality administer a survey for 31 days to residents in the Town.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

To administer the survey, the Town would be tasked with appointing a Town of Didsbury administrator of the survey which would require an estimated four hours per week from July to October and then 1 hour per week from November to April.

At the conclusion of the Estimation, the 20 participating communities will receive a customized report for their community, which details the housing and service needs of the participating residents. In addition, a provincial report highlighting data from all 20 communities will be released to show the current state of housing insecurity in Alberta. This information can then be used by the municipality and RDN for advocacy and grant application efforts to address housing insecurity or services in the community. Furthermore, the information can be used to inform future policy and program decisions that pertain to housing, development, and social service program delivery.

This is an opportunity to engage with social service providers, residents, business owners, and community partners to assist in the distribution of the survey to paint a clear picture of housing insecurity in Didsbury.

Administration is seeking Council's support to submit an application to be a participant in this project.

### ALIGNMENT WITH STRATEGIC PLAN

#### 4. Liveability

### RECOMMENDATION

To support an application to participate in the RDN 2025 Alberta Provincial Housing and Service Needs Estimation.



## REGULAR COUNCIL MEETING

### Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: Didsbury Out of School Care Association (**ADDITION**)  
ORIGINATING DEPARTMENT: Legislative Services

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#### **BACKGROUND/PROPOSAL:**

The Town of Didsbury Out of School Care Association (DOSCA) was originally established in 2006 as a not-for-profit society operating out of Ross Ford School with rental space located at Didsbury Neighbourhood Place. In November of 2006, Council approved that DOSCA be moved under the management of the Town of Didsbury effective January 1, 2008. At that time, it was estimated that revenues of the program were approximately \$50,000 and recognized that the program was financially self-sufficient with revenue from user fees, FCSS funding, local grants, and fundraising efforts. At the time there was a definite need for the program in the community.

DOSCA currently operates a child care program at Ross Ford Elementary school for children ages 5-12 before and after school; being 6:15 a.m. to 8:20 a.m. and 3:15 a.m. to 6:15 p.m, and full day care on non-school week days during the school year. In addition, the department also runs the Summer Fun program, an eight week program that features all day child care for youth during the summer break.

The Town's Reserve Policy FIN 007-24 and Bylaw 2025-06 – Social Services Rates and Fees require that DOSCA is to operate as a standalone department of the Town and that it has no impact on the annual tax requirement.

In 2023, the DOSCA department experienced a significant reported deficit of \$33,454.29, of which \$22,183.16 was funded from an internal loan, and the remaining from past proceeds from the program. Similarly, in 2024 the department again experienced a strenuous deficit of \$24,056.93, also funded from internal loan. These numbers represent the operating budget deficit. An internal loan can be offset by future surpluses generated for the same purpose, or will have to be forgiven, and therefore be funded from taxpayer dollars.

In the Financial Planning Committee's review of the internal loan repayment, it was noted that there are additional factors that should be taken into consideration when reviewing the actual cost of the DOSCA Program and Department. Rent and use of Town owned facilities and programs are also subsidized by the Town. Lastly, there is a heavy reliance on FCSS funding. When considering the actual cost of the program, without FCSS funding and without subsidized rent for Town facilities and programs, the department deficit is significantly larger as presented below, for 2023 and 2024.





## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

2024	DOSCA	SUMMERFUN	TOTAL
REVENUE			
Registration Fees	(44,436)	(36,272)	(80,707)
Subsidy Income	(47,995)	(14,241)	(62,236)
Payroll Grants	(17,998)	(12,320)	(30,318)
Other	(4,000)	-	(4,000)
<b>TOTAL REVENUE</b>	<b>(114,429)</b>	<b>(62,833)</b>	<b>(177,262)</b>
EXPENSES			
Wages & Benefits	147,775	45,239	193,015
Services	8,859	1,282	10,141
Supplies	2,617	1,961	4,578
Rent	1,622	8,000	9,622
Field Trips	-	6,542	6,542
Other	118	-	118
<b>TOTAL EXPENSES</b>	<b>160,991</b>	<b>63,024</b>	<b>224,015</b>
Rent subsidized by Town	10,832	11,200	22,602
<b>NET DEFICIT</b>	<b>57,394</b>	<b>11,392</b>	<b>69,356</b>

2023	DOSCA	SUMMERFUN	TOTAL
REVENUE			
Registration Fees	(51,191)	(30,331)	(81,522)
Subsidy Income	(31,437)	(17,711)	(49,148)
Payroll Grants	(32,101)	(10,379)	(42,480)
Other	(2,308)	-	(2,308)
<b>TOTAL REVENUE</b>	<b>(117,036)</b>	<b>(58,421)</b>	<b>(175,457)</b>
EXPENSES			
Wages & Benefits	153,277	43,239	196,516
Services	9,475	2,178	11,653
Supplies	2,319	1,391	3,710
Rent	1,770	8,000	9,770
Field Trips	-	6,892	6,892
Other	-	-	-
<b>TOTAL EXPENSES</b>	<b>166,841</b>	<b>61,700</b>	<b>228,541</b>
Rent subsidized by Town	10,462	11,200	21,662
<b>NET DEFICIT</b>	<b>60,267</b>	<b>14,480</b>	<b>74,746</b>

In recent years, the program has experienced declining registration numbers due to a number of factors including increased competition by private daycare operators in Didsbury and the surrounding areas. There are at least three childcare service providers in town, at least one of which provides Summer and Before and After School Care. This also does not take into account unlicensed babysitters and day homes. Rising costs have also attributed to the deficits over the last two years.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

At the May 13, 2025 Regular Council Meeting Council approved to amend the DOSCA level of service as discussed. As such, the DOSCA Before and After School Care will cease following the 2024/2025 school year on June 26, 2025. The DOSCA Summer Fun Program will operate during the summer of 2025 and the feasibility of a standalone summer camp format will be explored for future years during the 2026 budgeting process.

### ALIGNMENT WITH STRATEGIC PLAN

#### 4. Liveability

### RECOMMENDATION

To approve the DOSCA program level of service amendment which includes the conclusion of the DOSCA Before and After School Care program at the end of the 2024/25 school year effective June 26, 2025.

AND

To approve the conclusion of the Summer Fun program at the end of the 2025 summer effective August 29, 2025 and to explore the feasibility of a standalone summer camp program for future years.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: Council Reports  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Council members will each provide a verbal report on any business or committee activity in which they have participated.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

At the May 13, 2025 Regular Council Meeting, Council deferred the Council Reports and Highlights to the May 27, 2025 Regular Council Meeting.

Attached are the following written Professional Development Reports:

- Mayor Hunter's report on the Economic Developers of Alberta Xperience 2025

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the May 27, 2025 Council Reports as information.

## Economic Developers Alberta Xperience 2025 – Annual Conference

April 9 – 11 2025 Kananaskis Mountain Lodge

Report submitted by Mayor Hunter

The EDA Xperience 2025 had 445 delegates participating as well as 116 speakers, moderators, and panelists. A first-of-its-kind Community Investment Readiness Course was launched and is available through the EDA Institute, a course that is intended to give participants exclusive access to the EDA Community Investment Readiness Tool. Information can be found on the EDA website.

### Official Opening of EDA Xperience 2025 Lunch

Wednesday afternoon plenaries included Sector Opportunities panels: Agriculture, Agri-Food, and Manufacturing; Energy Petrochemicals, and Renewables; Life Sciences, Health, and Biotech; Technology, Innovation, and Financial Services; Aviation, Aerospace, and Logistics. Of special interest to me:

- The Visitor Economy, Film, and Creative Services: Among the panel was Mark Kamachi, Creative Director of AdMaki Creative, the company who created Didsbury's Calgary Transit campaign. Lots of talk about the abundance of and future of filming in Alberta, tourism, and ideas on how to accelerate growth in tourism and the creative industries.

### Sessions:

- Developing an Authentic Community Brand that Works: Brand strategy and visual identify refresh: Turning research into brand components, visual identify and what is looked for, and story telling – how to unravel the brand. Grand Prairie was highlighted for their brand positioning and the ambition of the marketing.
- How to Bridge the Divide between Social and Economic Development to Foster Community Prosperity: Cooperative First, a non-profit supporting co-op startups in rural and Indigenous communities since 2016, services are at no cost to clients. Funded by Federated Co-operatives limited and the Co-operative Retailing System. Cooperative first supports communities to build sustainable co-operative businesses and enhance growth. Information was presented on helping groups create much-needed childcare co-operatives across Saskatchewan, Alberta, and Manitoba. "Healthy economies depend on childcare" and "Attracting families requires community planning." Much information on the lack of access to childcare being identified as a national problem. Case study in Maple Creek, Saskatchewan.

### Plenaries:

- Canada – US relations, moderated by Gary Mar, President & CEO Canada West Foundation, speaking with/questioning James Rajotte, Senior Representative to the U.S. for the Government of Alberta.
- Wonder Valley – Alberta's Premiere Data Centre: O'Leary Ventures, Paul Palandjian and Carl Agren, discussed the plans to create Wonder Valley. Moderated by Kyle Reiling, Greenview Industrial Gateway. A significant and huge data centre project being proposed in Greenview County.
- ATB VP and Chief Economist, Mark Parson, provided an informative and humorous presentation on the Alberta economy amidst all the variables/threats/challenges in play in 2025.

The Community Awards of Excellence Dinner were Wednesday evening where the Town of Didsbury was presented with the Innovative Approach to Economic Development (under 25,000 population). This award highlights projects that implement a new and/or innovative approach to economic development. The Town's project was "Earptopia Didsbury Day."



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: May 27, 2025  
SUBJECT: Correspondence & Information  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

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

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following correspondence items can be found attached.

- Letter from Residents Concerning 15<sup>th</sup> Avenue
- Letter from Minister of Municipal Affairs – LGFF
- Letter from ABMunis Concerning Upcoming Engagement on Police Funding Model
- Letter and attachments from Legacy Place Society – Sponsorship of Southern Alberta District RCMP Charity Classic Committee
- Introducing CAEP's New Executive Director

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the correspondence for May 27, 2025 as information.

From Mr & Mrs A Mackenzie.  
~~15th~~ 15th Avenue  
Didsbury  
Alberta T0M 0W0

May 13<sup>th</sup> 2025.

for the Attention of Didsbury Town Council.

To whom it may concern.

We are upset that our property tax keeps going up, and we don't feel we are getting any benefit from it.

We live on 15<sup>th</sup> Avenue, - from the way it's going up the hill, the road is atrocious! It is terrible for our cars. The street in front of our house is full of potholes, ruts and cracks and dips. Please could the road be resurfaced. This is not asking alot, it needs to be done. Taxpayers have a right to feel their hard earned money is going towards something that is benefiting them. This road has needed to be resurfaced for years! This is a concern by many people who live on 15<sup>th</sup> Avenue, - who also all pay their property taxes!

I would like a written response back within a month addressing my concerns and issues about the state of the 15<sup>th</sup> Avenue road. My postal address is P.O. Box ~~15th~~ Didsbury. AB. T0M 0W0.

From Jessie + Andrew Mackenzie.



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR118837

May 12, 2025

Her Worship Rhonda Hunter  
Mayor  
Town of Didsbury  
PO Box 790  
Didsbury AB T0M 0W0

Dear Mayor Hunter:

I am pleased to provide correspondence for your record confirming the 2025 Local Government Fiscal Framework (LGFF) allocations for your community.

For the Town of Didsbury:

- The 2025 LGFF Capital allocation is \$950,876.
  - This includes \$71,900 in needs-based funding allocated to local governments with a population less than 10,000 and a limited local assessment base.
- The 2025 LGFF Operating allocation is \$345,808.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2026, your community will be eligible for \$831,039. Information on 2027 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2023/24 and 2024/25 has been confirmed and used to calculate 2027 program funding.

Information on LGFF funding for all local governments is available on the LGFF website at [www.alberta.ca/LGFF](http://www.alberta.ca/LGFF).

We look forward to our continued partnership through the LGFF program to build strong and prosperous communities across our province.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver".

Ric McIver  
Minister

cc: Amanda Riley, Interim Chief Administrative Officer, Town of Didsbury

## Key Messages on Municipal Policing Costs and the Police Funding Model

### Municipal Role in Public Safety

- Municipalities play a crucial role in public safety as they possess local expertise, understand community needs, and are accountable to residents.
- Municipalities have an intimate understanding of their communities, including their unique needs, challenges, and demographics. This local knowledge allows them to make informed decisions about the level of policing required to maintain public safety.
- Municipalities are responsible for allocating resources across various essential services, including policing. Consulting with them allows for a holistic approach to resource allocation, ensuring that public safety needs are effectively balanced with other community priorities.

### Police Funding Model (PFM)

- ABmunis appreciates the provincial government's efforts to develop a more equitable funding strategy for communities served by the RCMP, as we have been advocating for a fair approach to police funding for over a decade.
- ABmunis continues to support the "everyone should pay" concept for policing services. This means keeping the current PFM formula based on population and property assessment and continuing to invest these funds in public safety.
- We would welcome data from Public Safety and Emergency Services that provides a full accounting of how funds raised through the police funding model (PFM) were spent. This would assist us in demonstrating the value of the PFM to local rate payers.
- ABmunis also believes in "no pay without say" – as local experts, municipalities need to have oversight of local police services and the ability to set local policing priorities. We appreciate Public Safety and Emergency Services' recent efforts to strengthen civilian oversight of policing.
- ABmunis believes that creating a new, stand-alone provincial police service would be prohibitively expensive and face the same recruitment challenges as every other police service in Canada.
- We also know that the majority of municipalities and Albertans support keeping Alberta RCMP.
- However, we are deeply concerned that recent and significant increases in RCMP policing costs are being passed along to municipalities who cannot cover these increases without raising property taxes, cutting services or both.

### Provincial Police Service Agreement

- The PFM was implemented in 2020-21, using cost estimates from 2019.
- Since then, the cost of the Provincial Police Service Agreement has increased by 39%, primarily due to salary increases negotiated through collective bargaining.
- Municipalities who receive policing under the PPSA cannot absorb this scale of cost increase without either raising taxes, cutting services, or both.

- ABmunis therefore requests that the provincial government provide additional assistance to municipalities that pay for policing through the PFM by:
  1. Increasing the total amount of subsidies distributed to municipalities through the PFM to offset their policing costs.
  2. Distributing fines and penalties under the *Traffic Safety Act* to municipalities receiving policing services under the Provincial Police Services Agreement at the same percentage that these municipalities pay in cost recovery.
  3. Adequately funding community infrastructure needs so that municipalities do not face competing demands for funding local infrastructure versus public safety.

#### Municipal Police Service Agreements

- Municipalities who contract the RCMP are already paying higher policing costs: four years ago, the collective salary increases negotiated through collective bargaining added approximately \$60 million to the total policing costs of the 47 municipalities in Alberta with Municipal Police Service Agreements.
- These costs were particularly difficult to absorb as municipalities were not at the bargaining table and did not have adequate notice of either the scale or timing of significant cost increases.
- Notably, Treasury Board Canada advised municipalities to plan for a 2.5% cost increase; however, the first collective bargaining agreement included retroactive salary increases that resulted in the salary for a First-Class Constable rising by a total of 24% over six years
- ABmunis therefore calls on the provincial government to:
  1. Enhance the total amount of assistance provided through the Policing Support Grant to better offset the rising costs of policing.
  2. Provide additional support to municipalities who are crossing the 5,000 and 15,000 population markers and therefore triggering changes to their policing arrangements and funding models.

#### Municipal Financial Pressures

- Rising policing costs, coupled with decreased infrastructure funding and increased provincial downloading, are placing immense strain on local budgets.
- With limited financial flexibility and no ability to run deficits, municipalities are forced to make difficult choices: cut vital services or burden residents with higher property taxes.
- The cost of providing essential services like policing continues to escalate, leaving municipalities struggling to balance budgets without sacrificing public safety.
- Provincial infrastructure funding to municipal governments has plummeted by 64% since 2011, exacerbating the financial challenges facing our communities.
- We urgently need the provincial government to step up and provide fair and sustainable funding solutions for municipalities.
- Provincial leaders must recognize the critical role municipalities play in delivering essential services and commit to providing adequate funding to address budgetary pressures and infrastructure deficits.



## BRIEFING NOTE

### TOPIC:

Police Funding Model (PFM) and Municipal Policing Costs

### BACKGROUND:

Until 2020, under the Alberta Police Act, the Government of Alberta provided police services to municipalities with populations of 5,000 or less, as well as to all municipal districts and counties, at no direct cost to these municipalities.

In 2019, the Government of Alberta opened consultations on a police funding model.

ABmunis established a Police Act Working Group made up of municipalities of all sizes to inform our response to consultation and this group developed a written submission in partnership with the Safe and Healthy Communities and Small Communities Committees. ABmunis' written submission emphasized that any new police funding model must:

- Reflect a municipality's demand for services and ability to pay.
- Give municipalities paying for policing improved oversight of and accountability for local policing.
- Reinvest all revenue raised by a new funding model back into policing services.

In 2020 the provincial government implemented a new police funding model that applies to all municipalities that are policed by the RCMP under the Provincial Police Service Agreement (those with populations under 5,000, as well as municipal districts and counties).. Under the five-year model, municipalities paid 10% of their policing costs in Year One, 15% in Year Two, 20% in Year Three, and 30% in Years Four and Five. Each municipality's share of policing costs was calculated according to a formula that weighs equalized assessment at 50% and population at 50%, with modifiers related to shadow populations, crime severity, proximity to detachment, and existing enhanced policing positions.

As the police funding model expired on March 31, 2025, the provincial government announced earlier this year that they would temporarily freeze the amount municipalities are responsible for paying for the 2025-26 fiscal year. The provincial news release noted that "due to higher costs from recent RCMP collective agreements, the cost for policing in these smaller communities will increase to 39 per cent, with no corresponding increase in the services provided. To assist municipalities with these new costs, Alberta's government will pay the increase for one year and will begin engagement with them on their policing needs for the future."

### *Municipal Policing Costs*

The following table shows the current arrangements for responsibility for policing costs in Alberta:

Policing Arrangement	Population	Responsibility for policing costs			
		Municipality pays:	Provincial government pays:	Federal government pays:	Eligible for Policing Support Grant?
Cities, Towns, Villages, and Summer Villages					
• Municipally-run police service	Various	100%	-	-	Yes
• Municipal agreement with RCMP	15,000+	90%	-	10%	Yes
	5,001 – 15,000	70%	-	30%	Yes
• Provincial agreement with RCMP	1 – 5,000	30% of provincial cost (21% of total cost)	70% of provincial cost (49% of total cost)	30% of total cost	No
Municipal Districts and Counties					
• Provincial agreement with RCMP	Various	30% of provincial cost (21% of total cost)	70% of provincial cost (49% of total cost)	30% of total cost	No

Municipalities with populations over 5,000 that provide their own policing, through either a municipal police service or by contracting the RCMP, are eligible for the provincial Policing Support Grant. Grant amounts are calculated based on population, but the per capita rate has not changed since 2018.

As a result, grant amounts do not cover a significant portion of policing costs:

- For example, in 2022, the City of Calgary (population of 1.4 million, municipal police service) received \$32.8 million, which represents about 6% of its \$547 million police operating budget.
- The Town of Slave Lake (population of 6,836, Municipal Police Service Agreement) received \$353,208, which is about 15% of its \$2.3 million RCMP contract.

The following table on the following page shows the average costs of policing based on the size of municipality and the type of policing agreement they have.

Policing Arrangement	Population	Municipal portion of the cost	# of Reporting Municipalities	Average Net Expense for Policing as a % of Total Municipal Expense (net of grants)
<b>Cities, Towns, Villages, and Summer Villages</b>				
• Municipal police service	Various	100%	7	12.1%
• Municipal agreement with RCMP	15,000+	90%	16	8.3%
	5,001 - 15,000	70%	27	7.5%
• Provincial agreement with RCMP	1,001 – 5,000	30%	28	2.0%
	<1,000	30%	102	2.2%
<b>Municipal Districts and Counties</b>				
• Provincial agreement with RCMP	Various	30%	35	2.2%

**NOTES**

- ABmunis calculations using Alberta Municipal Affairs' 2023 Financial Information Return (FIR) schedule C(1)-Revenue using Police expense (column 01210) and Total Expense (column 01580) excluding services for gas, electric, and other utility services (columns 01566, 01567, 01568).
- Expenditures are presented on a net basis after deducting grant funding received from the Government of Alberta through the Policing Support Grant for eligible municipalities to be representative of the actual expenditures funded by the municipality. The Policing Support Grant allocations represent 2022-23 figures as 2023-24 figures are not publicly available.
- Municipalities that reported zero expense for policing were excluded from the analysis. This represented 104 municipalities that appear to have reported their policing costs in other cost categories (e.g. mixed with bylaw enforcement, disaster and emergency, other protective services, or other).
- Specialized municipalities and improvement districts are excluded due to their unique treatment.

### *Police Resources Added under the Police Funding Model*

Since the implementation of the police funding model in 2020, the Alberta RCMP has added 279 police officer positions and 242 civilian support positions. As of October 2024, about three-quarters of these positions had been filled. Of the 279 new police officer positions, 136 were added directly to detachments, as shown below:

POLICE OFFICER POSITIONS BY DETACHMENT = 136 POSITIONS											
Central Alberta District Detachments		31	Eastern Alberta District Detachments		34	Southern Alberta District Detachments		35	Western Alberta District Detachments		36
Bashaw	Stettler		Athabasca	Viking		Airdrie	Three Hills		Beaverlodge	Spirit River	
Blackfalds	Strathcona		Bonnyville	Westlock		Bassano	Vulcan		Edson	Swan Hills	
Breton	Sylvan Lake		Cold Lake			Bow Island			Evansburg	Valleyview	
Camrose	Thorsby		Elk Point			Canmore			Faust	Whitecourt	
Innisfail	Wetaskiwin		Kitscoty			Cochrane			Grande Prairie		
Leduc			Lac La Biche			Didsbury			High Level		
Morinville			Provost			Hanna			High Prairie		
Parkland			Smoky Lake			High River			Manning		
Ponoka			St. Paul			Lake Louise			Mayerthorpe		
Rimbey			Two Hills			Okotoks			Peace Regional		
Rocky Mountain House			Vegreville			Strathmore			Red Earth Creek		

To help determine where to allocate new resources, the RCMP analyzed its workload at each detachment, looking at factors such as:

- Travel time

- Call volume
- The type of crimes occurring in the area,
- The amount of time required for investigations
- The size of detachment, and
- The time available for proactive policing – things like strategic patrols, community engagement, visiting schools, and attending community events.

The RCMP has an integrated service delivery model, which means that detachments receive assistance from centralized frontline support and specialized units, as well as from civilian support positions. So even detachments that do not receive new police officer positions benefit from additional centralized services, as these positions enable frontline officers to spend more time on community policing. Some of the centralized services that have been enhanced include forensic units, police-dog teams, and Emergency Response Teams – specialized police tactical units that are trained to handle high-risk situations using specialized weapons, equipment, and tactics.

The RCMP was also able to establish a Real Time Operations Centre, which is a team of senior police officers who monitor operations in real-time, assess incident risk, coordinate resources and manage the response. This centre enables the RCMP to track suspects in real time and gives officers on the ground instant support during emergency situations.

Lastly, the RCMP built additional capacity in teams dedicated to tackling financial and cybercrime and in teams that provide specialized skills related to child advocacy. While many of these resources are not needed in each community every day, they are available to all Alberta municipalities to address more dangerous situations and more serious and complex files.

The RCMP acknowledges that, like all other police services right now, vacancies, recruitment, and retention of regular members pose challenges. More information about RCMP resource allocation and strategies to address vacancies is available in Appendix A of [this document](#).



Legacy Place Society  
3 Chapman Way SE  
Calgary, Alberta T2X 3R1

To Whom It May Inspire,

It was 2:13 a.m. when the phone rang.

A partner of a First Responder called our confidential helpline — voice shaking, completely worn down. Her husband hadn't spoken in days. He was irritable, drinking more, barely present with their kids. He wasn't the same man who used to come home smiling after shift. She didn't know what to do — just that she feared where it was headed.

*This is not an isolated call.* It's one of over 1,000 we received last year. More than 20 were suicide related.

Behind every uniform is a human being. And behind them, a family. The pressure, the trauma, the weight of the job doesn't stay at work... it comes home, quietly unraveling lives.

That's why we created the RCMP Charity Classic — and why on **August 11, 2025**, we'll gather once again at **Carstairs Community Golf Club**.

This isn't just a day of golf. It's a way to say *we see you*. It's a chance to rally community support around First Responders, Veterans, and Military families who are quietly battling things most of us never have to face.

Proceeds from the tournament support Legacy Place Society, a charity providing suicide prevention training, peer support, transitional housing, family programs, and a confidential crisis line for those who serve — and those who love them.

**We're currently inviting sponsors and in-kind donors to help bring this event to life.** Whether it's an auction item, team prize, swag bag contribution, or financial gift, your contribution will help save lives. It keeps the phone line open. It gives someone a safe place to land. It tells a First Responder family, *you're not alone*.

*If this resonates with you, I'd love to connect and explore what support could look like. Your support — in any form — truly makes a difference.*

Thank you on behalf of the Southern Alberta District RCMP Charity Classic Committee,

Amberly Wrubleski  
Fund Development Specialist, Legacy Place Society  
(403) 990-4512  
Amberly.wrubleski@legacyplacesociety.com



**\$150/GOLFER**

Benefiting Legacy Place Society  
and First Responders



# SOUTHERN ALBERTA DISTRICT ANNUAL RCMP CHARITY GOLF CLASSIC

**MONDAY**  
**AUGUST 11 2025**  
Carstairs Community Golf Club

REGISTRATION 08:30  
SHOTGUN START 10:00  
*4 player Scramble with  
Dinner to Follow*

First Responders and community members are invited to join us for a great day of golf, with full access to Clubhouse facilities, prize opportunities, dinner, and more! The first 20 teams to register by June 1st, will be entered into a draw for a chance for two teams to win a \$50 gift card per golfer!

**\$10,000  
HOLE IN ONE**

**50/50  
DRAW**

**EARLY BIRD  
CONTEST**



**Registration and Inquiries:**  
[diana.festejo@legacyplacesociety.com](mailto:diana.festejo@legacyplacesociety.com)  
T: (403) 813-8019

**Interested in Sponsorship?**  
[amberly.wrubleski@legacyplacesociety.com](mailto:amberly.wrubleski@legacyplacesociety.com)  
T: (403) 990-4512

**Event Information:**  
Tim Kelly  
[tim.e.kelly@rcmp-grc.gc.ca](mailto:tim.e.kelly@rcmp-grc.gc.ca)  
T: (403) 420-4865

**About the Charity:**  
[info@legacyplacesociety.com](mailto:info@legacyplacesociety.com)  
[www.legacyplacesociety.com](http://www.legacyplacesociety.com)  
(403)-201-9945

Charity #891549420RR0001 64





# SOUTHERN ALBERTA DISTRICT ANNUAL RCMP CHARITY GOLF CLASSIC



In benefit of Legacy Place Society and First Responder family resiliency

## ABOUT THE TOURNAMENT

The 2nd Annual Southern Alberta District RCMP Charity Classic was created with a clear purpose — to support the mental wellness and resiliency of First Responder families.

Hosted by the Southern Alberta District RCMP, this tournament brings together First Responders, civilians, and community partners to stand behind those who often carry the weight of crisis, loss, and trauma in silence. It's a chance to connect beyond the uniform, to show up for one another, and to invest in the long-term well-being of those who serve — and those who support them at home.

Taking place on **August 11, 2025** at the **Carstairs Community Golf Club**, this event blends community spirit with meaningful impact. Proceeds directly support *Legacy Place Society*, a non-profit that provides confidential housing, peer support, and mental health education to First Responder, Veteran, and Military families across Alberta.

## ABOUT LEGACY PLACE SOCIETY

Legacy Place Society (*not-for-profit registered charity number 891549420RR0001*) has been supporting First Responders, Veterans, and Military families across Alberta since 1998. Our mission is to build resilience and connection for those who serve, recognizing that the stressors of these careers impact not only the individual, but their entire family.

We provide confidential transitional housing in Calgary, Red Deer, and Edmonton, a 24/7 support line, and educational programming such as ASIST suicide intervention training, mental health workshops, peer support initiatives, and family camps.

***“We exist because behind every uniform is a human being — and often, a family — carrying the weight of service. Legacy Place ensures they don’t have to carry it alone.”***



### Sponsorships and Donations

**Amberly Wrubleski**

Fund Development Specialist

T: (403) 990 - 4512

[amberly.wrubleski@legacyplacesociety.com](mailto:amberly.wrubleski@legacyplacesociety.com)



### Tournament Inquiries

**Diana Festejo**

Executive Director

T: (403) 813 - 8019

[diana.festejo@legacyplacesociety.com](mailto:diana.festejo@legacyplacesociety.com)







SOUTHERN ALBERTA DISTRICT  
**ANNUAL RCMP  
CHARITY GOLF**  
CLASSIC



# SPONSORSHIP MENU

**AUGUST 11 2025**

**TITLE  
SPONSOR**  
\$5,000



**Become the official tournament sponsor**

- Company logo included in event logo on all marketing
- Logo included on all email blasts, social media posts, and web content
- Tournament Sponsor announced and thanked during welcome and dinner announcements
- Dedicated Title Sponsor logo banner at reception
- Two minutes of speaking at reception and one dedicated hole for branded tent

**RECEPTION  
SPONSOR**  
\$2,500



**Sponsor the tournament dinner and awards reception**

- Banner with company logo displayed at reception
- Branded reception drink named after your company
- Logo included on all email blasts, social media posts, and web content
- Logo included on centerpieces at reception
- Website and social media recognition

**SOLD**

**REGISTRATION  
PARTNER**  
\$1,500



**HEAL**  
PSYCHOLOGY

**Joan Hillson**  
B.Sc., M.Sc., Ph.D.

**SOLD**

**PUTTING GREEN  
SPONSOR**  
\$1,000



**Westview**

**SOLD**

**HOLE IN ONE  
SPONSOR**  
\$750



**PRIVATE WEALTH  
MANAGEMENT**  
**BAKER  
& ASSOCIATES**

**Dana Johnson**  
CFP

**TEAM  
SPONSOR**  
\$600



**Sponsor a team of First Responders in the Tournament**

- A team of four players in the tournament
- Refreshment swag bags included for each player
- Logo included on social media blasts and shout outs
- Displayed logo on team carts "Sponsored by:"
- Website and social media recognition

**15 LEFT**

**HOLE  
SPONSOR**  
\$500



**Sponsor one of 18 holes on the course**

- Sign with company logo displayed at sponsored hole
- Opportunity to set up a marketing table or activity at sponsored hole
- Logo included on email blasts, social media posts, and web content
- Website and social media recognition

Company Name:

Phone:

Website:

Name:

Email:

Logo Provided?

Y

☐

N

☐



---

**[Catch-All:] Introducing CAEP's New Executive Director**

1 message

Central Alberta Economic Partnership <psalvatore@investcentralalberta.ca>  
Reply-To: Central Alberta Economic Partnership <psalvatore@investcentralalberta.ca>

Thu, May 22, 2025 at 10:57 AM



## Introducing CAEP's New Executive Director



Central Alberta Economic Partnership (CAEP) is pleased to announce the appointment of **Paul Salvatore as its new Executive Director**. Mr. Salvatore brings more than 20 years of economic development and public-private partnership experience to the organization. Paul, in concert with CAEP's Board of Directors, will lead CAEP's efforts to attract investment, foster innovation, and strengthen the economic vitality of Central Alberta communities.

"I am honored to join CAEP at such an exciting time," said Paul Salvatore. "Central Alberta has always had location advantages as a hub on Alberta's busiest highway corridors and is poised for significant growth, I look forward to connecting with municipal, industry, and Indigenous partners to build on our region's strengths—with great emphasis on energy, agriculture, manufacturing, transportation and logistics - to drive new opportunities for job creation and sustainable prosperity."

In this role, Salvatore will work with communities in the region to implement CAEP's strategic approach that includes stakeholder engagement, economic development project delivery, including investment attraction programs, site selection support, and facilitating workforce development initiatives.

Previously, Salvatore and his firm Municipal Experts Inc. have delivered projects on behalf of Regional Economic Development Alliances (North West Alberta) and in municipalities that include the Town of Penhold, Lacombe County, The City of Lacombe, Rockyview County, in addition to his career which includes Calgary Economic Development the town of Drumheller and the Royal Tyrrell Museum.

“Paul’s proven leadership and deep understanding of economic development makes him the ideal candidate to guide CAEP through our next phase of growth,” said Jean Barclay, Chair of CAEP’s Board of Directors. “Their track record of fostering collaboration among government, industry, and community stakeholders aligns perfectly with our mandate to champion Central Alberta on the national and global stage.”

As Executive Director, Salvatore will also champion CAEP’s upcoming projects that include:

- Connections Corridor - an economic update of the 2005 pre-feasibility study on the Howse Pass transportation link;
- Community Profiles - in partnership with McSweeney & Associates Consulting Inc., CAEP, and participating members, comprehensive community profiles are being developed to support investment readiness. McSweeney & Associates Consulting Inc., is an industry leader in community and economic development; and,
- Site Link Conference - CAEP will be hosting the Site Link Conference with Global Webster, bringing international site selectors to central Alberta September 3-5.

LEARN MORE ABOUT CAEP



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