



TOWN OF DIDSBURY AGENDA
Regular Council Meeting

Tuesday, September 13, 2022, 6:00 pm
Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
2.	<u>ADOPTION OF THE AGENDA</u>	
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10.	<u>COUNCIL MEETING HIGHLIGHTS</u>	
11.	<u>QUESTION PERIOD</u>	
12.	<u>CLOSED MEETING</u>	
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REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 13, 2022
SUBJECT: Adoption of August 23, 2022 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The August 23, 2022 Regular Council Meeting Minutes are being presented to Council for their review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can approve the adoption of the Minutes as presented or amended.

See attached Minutes.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council adopt the August 23, 2022 Regular Council Meeting Minutes as presented.

OR

That Council adopt the August 23, 2022 Regular Council Meeting Minutes as amended.



**Minutes of the Town of Didsbury
Regular Council Meeting
Held in Council Chambers at 1606 14 Street
August 23, 2022 at 6:00 p.m.**

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

Council Members Absent Mayor Rhonda Hunter

Administration Present Chief Administrative Officer, Ethan Gerner
 ACAO/Chief Financial Officer, Amanda Riley
 Director of Community Services, Nicole Aasen
 Director of Engineering & Infrastructure, Craig Fox
 Municipal Intern/Finance, Kelsey Hawkins
 Manager of Legislative Services/Recording Officer, Luana Smith

1. CALL TO ORDER

Deputy Mayor Engel Called the Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Add item: 12.4 Parking Visibility – Sections 16 and 17 of the *FOIP Act*

Res. 396-22

MOVED by Councillor Moore

To adopt the August 23, 2022 Regular Council Meeting Agenda as amended.

Motion Carried

3. DELEGATIONS/PRESENTATIONS

3.1 Condensed Library Bike Rack Proposal

Res. 397-22

MOVED by Councillor Moore

That Council thank Janine Overwater-Rosenke for her presentation on the installation of a bike rack/alternative mobility structure at the Didsbury Library and accept it as information.

Motion Carried

3.2 Zion Youth Group - Mural on Basketball Court

Res. 398-22

MOVED by Councillor Moore

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

Motion Carried

Res. 399-22

MOVED by Councillor Moore

That items 7.6 and 7.7 be moved to top of the Business section of the agenda.

Motion Carried

4. ADOPTION OF MINUTES

4.1 Adoption of July 12, 2022 Regular Council Meeting Minutes

Res. 400-22

MOVED by Councillor Williams

That Council adopt the July 12, 2022 Regular Council Meeting Minutes as amended.

Motion Carried

5. PUBLIC HEARINGS - none

6. BYLAWS & POLICIES - none

7. BUSINESS

7.6 Bike Rack Proposal

Res. 401-22

MOVED by Councillor Moore

That Council refer the installation of a bike rack/alternative mobility structure at the Didsbury Library to the Strategic Planning process in the fall.

Motion Carried

Res. 402-22

MOVED by Councillor Windsor

That Administration provide an update on the old bike rack that was previously at the library.

Motion Carried

7.7 Request Permission to Paint a Mural at Basketball Court

Councillor Windsor requested a Recorded Vote.

Res. 403-22

MOVED by Councillor McCoy

To grant the Zion Youth Group permission to paint a mural on the basketball court with the design being pre-approved by Council.

Deputy Mayor Engel	For
Councillor Baswick	For
Councillor McCoy	For
Councillor Moore	For
Councillor Windsor	Opposed
Councillor Williams	For

Motion Carried

7.1 Council Meeting Livestream Costing

Res. 404-22

MOVED by Councillor Williams

To refer Council Meeting Livestreaming to the Performance Evaluation Committee for consideration and recommendation to Council.

Motion Carried

7.2 Mountain View Seniors' Housing Annual Golf Classic

Res. 405-22

MOVED by Councillor McCoy

To approve the sponsorship of the Mountain View Seniors' Housing Annual Golf Classic as a Gold Sponsor in the amount of \$2000, and to send a Team to represent the Town, to be funded from the Council budget.

Motion Carried

7.3 Municipal Internship Program Application

Res. 406-22

MOVED by Councillor Williams

To support the 2023/2024 ACP Municipal Internship Program application, committing \$28,000 towards salaries and benefits for the Intern, including \$12,444 as part of the 2023 budget and \$15,556 as part of the 2024 budget.

Motion Carried

7.4 Natural Infrastructure Fund Application

Res. 407-22

MOVED by Councillor Moore

To approve Administration to apply for the Natural Infrastructure Fund and, upon success, commit \$16,000 towards the funding of the Community Gardens project.

Motion Carried

7.5 Street Lights on 20th Avenue

Councillor Windsor requested a Recorded Vote.

Res. 408-22

MOVED by Councillor Williams

To approve the recommendation of the Performance Evaluation Committee and proceed with the installation of plugins to Street Lights on 20th Avenue.

Deputy Mayor Engel	For
Councillor Baswick	For
Councillor McCoy	Opposed
Councillor Moore	For
Councillor Windsor	Opposed
Councillor Williams	For

Motion Carried

8. REPORTS

8.1 CAO REPORT

Res. 409-22

MOVED by Councillor McCoy

To accept the CAO Report for August 23, 2022 as information.

Motion Carried

8.2 COUNCIL REPORTS

Res. 410-22

MOVED by Councillor Moore

To accept the Council Reports for August 23, 2022 as information

Motion Carried

9. CORRESPONDENCE & INFORMATION

- MVC on 2022 AB MUNIS Convention and Trade Show
- Alberta Police Service: Detachment Deployment Model

Res. 411-22

MOVED by Councillor Moore

That the Deputy Mayor send a letter to Reeve Aalbers of Mountain View County thanking them for their offer to collaborate at the 2022 AB MUNIS Convention.

Motion Carried

Res. 412-22

MOVED by Councillor Moore

To accept the correspondence presented as information.

Motion Carried

10. COUNCIL MEETING HIGHLIGHTS

- Delegation requesting Bike Rack at Didsbury Library
- Delegation of the Zion Youth Group requesting permission to paint a mural on the basketball court
- Municipal Internship Program approval to apply for grant
- Natural Infrastructure Fund – approval to apply for grant for community gardens

11. QUESTION PERIOD - none

12. CLOSED MEETING

12.1 Land Updates - Sections 16, 23 and 24 of the FOIP Act

12.2 Housing Needs - Sections 23 and 24 of the FOIP Act

12.3 Organizational Update - Section 24 of the FOIP Act

12.4 Town Parking Lot – Sections 16 and 17 of the FOIP Act

Res. 413-22

MOVED by Councillor McCoy

To go into Closed Meeting at 8:23 p.m.

Motion Carried

13. RECONVENE

Res. 414-22

MOVED by Councillor McCoy

To come out of Closed Meeting at 9:24 p.m.

Motion Carried

Res. 415-22

MOVED by Councillor Baswick

To approve the alternate Shantz Pedestrian access as discussed.

Motion Carried

Res. 416-22

MOVED by Councillor Moore

To approve the enhanced Planning Level of Service as discussed.

Motion Carried

Res. 417-22

MOVED by Councillor McCoy

To refer Parking Visibility to the Performance Evaluation Committee.

Motion Carried

14. ADJOURNMENT

Res. 418-22

MOVED by Councillor Williams

To adjourn the August 23, 2022 Regular Council Meeting at 9:26 p.m.

Motion Carried

Mayor - Rhonda Hunter

Chief Administrative Officer- Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 13, 2022
SUBJECT: Policy and Governance Committee Recommendations
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the July 12, 2022 Regular Council Meeting, Council approved amendments to the Council Remuneration Policy COUN 004-22.

An additional resolution was made regarding the minimum claimable time for Council members:

Res. 376-22

MOVED by Councillor Baswick

That the Policy and Governance Committee consider changing the minimum claimable amount time from a half hour to 1 hour.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Policy and Governance Committee met on August 31, 2022 and after careful consideration of the matter are recommending that no changes be made to Council Remuneration Policy COUN 004-22.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept the recommendation from the Policy and Governance Committee to not make any changes to the Council Remuneration Policy COUN 004-22.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 13, 2022
SUBJECT: Rosebud Valley Campground – Year-Round Proposal
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

Administration has been presented with a proposal (attached) for year-round operations at the Rosebud Valley Campground by the current contractor, Melissa Boucher. This proposal presents the idea of year-round camping on the inner loop (Sites 22-28) of the campground as a trial from October 2022 until April 2023, as follows:

- These sites would have electric service only, as water to these sites is turned off during the winter months. Campers would be responsible to fill and dump their units as required during this time period, at their own cost.
- Access to the washroom/ shower facilities would remain open during this time period and is not at risk of freezing, as was tested last year. The washroom/ shower building is metered, so consumption can be tracked during this trial period.
- Snow removal would be the responsibility of the contractor, who feels they have the equipment and capabilities to oversee this requirement.
- The contractor would ensure security and monitoring of both the guests and the operations of the campground during this time period.
- Winter activities are proposed, like snowshoeing and cross-country skiing for use by guests and the community.
- Plans to expand the Christmas light display, which will be attractive to potential guests of the campground.
- The contractor currently has interest in five of the seven sites that are being considered under this proposal.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration has reviewed this proposal and see no areas of sufficient concern to not proceed with the trial period.

The potential revenues offered through this proposal are anticipated to cover any additional costs created through year-round operations, and with over 70% of the sites available already having interest, the risk of not renting these sites is deemed low. There would be no additional contractor costs associated with this trial period.

Administration will want time to ensure rates are appropriate and in-line with other area campgrounds offering winter camping, and would plan to bring updates to Bylaw 2022-04 – Rosebud Valley Campground Rates and Fees to the September 27, 2022 Regular Council Meeting.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

That Council approve the Rosebud Valley Campground – Year-Round Proposal for a trial period of October 2022 to April 2023, and that a report on this trial effort be brought back following the winter camping season.

Little Blue Camper
Melissa and Phil Boucher

Rosebud Valley Campground
10th St and Hwy 582, Didsbury AB
PO Box 2868, Didsbury, AB, T0M0W0
Work: (403) 335-8578
Cell: (403) 559-9268

Year Round Service Proposal

August 7, 2022

ATTENTION: Town of Didsbury Mayor, Council and Administration

OVERVIEW

There is an untapped market in year round campground services. As you will see from this proposal, other facilities in our area are successfully tapping into this market already. The bottom line is that we are proposing keeping the inner loop at the campground, sites 22-28, open for the winter months from October 2022 - April 2023 as a trial run. This will also make it more feasible for the campground gates to remain open year round as a value add for winter recreation opportunities for town residents.

GOALS

1. Keep sites 22-28 open for rental long term from October 2022 through April 2023 when the campground opens for the regular season.
2. Keep outdoor day use and recreation areas open for Didsbury residents and travellers to use year round.
3. Offer tourist information services year round, provide restroom use and construct a booth for self serve recreation and tourist information - IE brochures and current recreation information.

INTRODUCTION

Hello Mayor, Council and Administration. Thank you for your time in consideration of this proposal. Please know we are always available for questions and conversation. I would like to start by saying thank you so much for the opportunity to run the Rosebud Valley Campground. Our whole family loves being at the campground so much, and feel it shows through the work and

dedication we have shown. I am happy to have found a niche where we can serve our community and welcome visitors to the town we love. I am writing today, to propose something a little different. We are hoping to be able to keep the campground open year round, as a trial run for this winter season and hopefully expand outdoor recreation opportunities for Didsbury residents at the same time. There are several campgrounds in our area that provide scaled back, year round services. Particularly comparable is the Westerner RV Park in Red Deer. Currently they rent sites in the winter months for \$520 per month plus power and campers pay for showers. Campers would be responsible (as always) for paying to dump their own camper tanks. As it sits now, we have 5 campers who are planning on moving to other campgrounds for the winter months - including the Westerner RV Park in Red Deer. I think we could easily fill the last 2 spots on the inside loop. Phil and I are confident that we can handle the snow removal on the inner loop, the guest parking lot and to the garbage bins with the equipment we personally own. For this first year trial run we are not asking for any additional compensation above our current contracted rate. Below is a point form overview of the research we have completed in relation to the feasibility of this proposal:

- The bathrooms were tested for over winter use last year with no issues.
- The sewer company, Kendze septic, can pump us out over the winter without issue if we are not tied into the town sewer system yet, they can also provide this service to the campers who hope to stay for the winter.
- We have equipment to keep the inner loop clear of snow ourselves.
- We will provide assistance to campers to skirt in their campers for the winter.
- Solve issues of security, we would be able to keep the gates open for residents year round.
- Plan to designate areas for snowshoeing and cross country skiing and access to group fire pits.
- Plans to continue and expand the Christmas light display.
- We already have 5 campers who typically go to other campgrounds who have said they would stay for the winter months if allowed.

CONCLUSION

Thank you so much for your consideration of our proposal. Our hope in opening this line of communication is to let you know of our personal commitment to this project and investment in the future of the campground. We are not afraid of hard work. Our goal is best serve Didsbury through our work at the Rosebud Valley Campground.

Sincerely,

Melissa and Phil Boucher



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 13, 2022
SUBJECT: Request to Remove Yellow No Parking Curb
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Mr. Dennis VanDyck, owner of the Didsbury Home Hardware, is requesting that Council remove a portion of the *No Parking* yellow curb located at 2405 20 Street.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

There are three (3) sections of the curb that have been painted yellow, restricting on-street parking:

- North of the store entrance, which has been designated parking for the Handi Bus
- Between the store entrance and exit
- South of the store exit

Enclosed with this request are photos taken by Mr. VanDyck, indicating the portions of the street where he would like to have parking restrictions removed.

The request is to keep the Handibus parking north of the entrance, and to remove the restricted parking between the entrance and exit, as well as south of the exit.

Council has the authority of governing parking of vehicles in the municipality, in accordance with Section 13(1) (b) of the *Traffic Safety Act*. Therefore, a motion of Council is required to change the current parking restrictions along 2405 20 Street. Administration is recommending that this item be referred to the Performance Evaluation Committee for review in conjunction with the parking visibility item which was referred to that committee at the August 23, 2022 Regular Council Meeting (Res. 417-22).

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

That Council refer the request to remove the yellow no parking curb at 2405 20 Street to the Performance Review Committee for review and recommendation back to Council.

[REDACTED]
DIDSBURY HOME HARDWARE

2405-20ST

Aug 18/2022

REQUEST TO REMOVE YELLOW NO PARKING CURB.

Numerous customers have been questioning the need for the no parking designation in this area.

We are requesting the Town have a look to see if it is necessary.

The portion for the handy bus parking would remain as is.

THANK YOU

DENNIS VANDYCK

DIDSBURY HOME HARDWARE



(N)

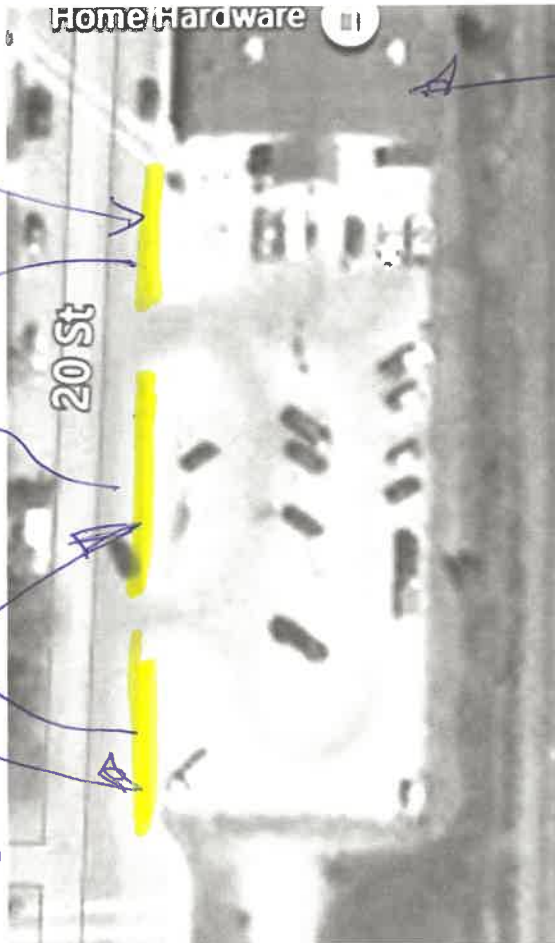
Didsbury Home Hdw

2405-20 ST.

Leave yellow
For Handy Bus

Question
The Need for
Curb yellow
NO parking

Request To
Remove
Yellow Curb
for street parking



Home Hdw
Bldg





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: September 13, 2022
SUBJECT: Capital Replacement – Electric Zamboni
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

The current Town of Didsbury Multi-Year Capital Plan (MYCP) has the replacement of the Didsbury Arena Zamboni scheduled for 2023, with a value of \$110,000. This item is being presented to Council in 2022 for two reasons:

- The Town of Didsbury has qualified for a \$50,000 grant through the Electric Vehicles for Municipalities (EVM) Program from the Municipal Climate Change Action Centre (MCCAC). This funding stream was scheduled to close in April, 2022 but, due to surplus funds, the MCCAC is continuing to accept applications until all funds are expended. In conversation with the MCCAC, it was advised that waiting until our 2023 capital budget process would result in no grant dollars being available to the Town of Didsbury.
- Due to worldwide supply issues, the lead time for ordering a new ice resurfer is eight to nine months. If an order is placed in September, 2022, the new machine should arrive just ahead of the 2023/24 arena season.

The existing Zamboni at the Didsbury Arena is propane-powered; was purchased in 2008; and is 14 years old. The average life expectancy of an ice resurfacing machine is 10 years. Repair costs for the current machine have averaged approximately \$10,000/year for the past two years, and much of this repair has focused on the engine, hydraulics, and ice auger. For these reasons, the Zamboni was scheduled for a 2023 Capital Project consideration by Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is presenting the option to go with a Zamboni M450 Electric model for this replacement for several reasons.

- This project includes costs associated with the machine purchase, as well as contractor costs for installation of the charger. The current purchase cost of the Zamboni M450 Electric is \$166,997.50, less the \$50,000 EVM grant, totalling \$116,997.50. Additional contracted work for this project is estimated at \$10,000. The estimated electrical costs for operating the M450, based on current contracted kWh rates, is \$507/year.
- The current purchase cost of the propane-powered Zamboni M446 is \$121,299. The annual fuel cost for this model is valued at \$3,731, based on our actual propane cost and hours of use in the arena.
- The repair and maintenance costs for an electric model are projected at \$1000/year; however, over the 10-year lifespan of this unit, it should be expected that repairs and/or replacement of ice-resurfacing components of the machine (auger, hydraulics, conditioner, water tank) will occur, as would be the case with a propane model. These repairs are covered in the Arena R+M budget. The battery of the M450 is expected to last 10+ years.
- The repair and maintenance costs for a propane model are projected at \$3000/year; however, other engine service would be required based on the hours on the machine, which averages out to \$7,047/year over the 10-year lifespan of the M446 propane machine. Additionally, as with the electric model, it should be expected that repairs and/or replacement of ice-resurfacing components of the machine (auger, hydraulics, conditioner, water tank) will occur.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

A total cost of ownership chart is provided below, which shows the fuel/energy and regular maintenance costs of each model for the 10-year period. It also shows the cost per resurfacing for each model. Please note these numbers are based on actual fuel/energy costs for our arena:

TOTAL COST OF OWNERSHIP		
	M450	M446
10-yr cost	\$ 182,070	\$ 229,074
Cost/Resurfacing (electricity/fuel)	\$ 0.15	\$ 1.09
Average Running Cost/yr	\$ 1,507	\$ 10,778
Electrical/LPG Cost per Year	\$ 507	\$ 3,731

Outside of specialized ice surfacing equipment repairs and/or replacement, the difference in ownership between the M450 Electric and the M446 Propane is a savings of \$47,004 (in favour of the M450) over the 10-year lifespan of each model. The M450 comes with a 24-month or 2000 hour (whichever comes first) warranty.

In speaking to other arenas that utilize the electric models, they are very satisfied with the decision to go electric. It reduces emissions within the buildings, creating a safer air-quality environment for users and staff; significant decreases in repair and maintenance have been realized; and the low mileage and consistent temperatures offered on these machines within arena environments has not impeded battery life and/or operation.

A 10% deposit (\$16,699.75) is required at the time of order. The \$50,000 EVM grant is paid in full upon delivery of the machine, which is when the remainder of the purchase cost will be due. All contracted costs (\$10,000) will occur after delivery of the machine. Funding for this purchase is planned using the Recreation Facilities Reserve, as follows:

RECREATION FACILITIES RESERVE:	
Estimated 2022 Year-End Balance	\$436,088
Less Zamboni project cost (less \$50,000 grant)	- \$126,997.50
Remaining Balance	\$309,090.50

ALIGNMENT WITH STRATEGIC PLAN

3. Infrastructure & Asset Management

RECOMMENDATION

That Council approve the purchase of a Zamboni M450 Electric model, valued at \$166,997.50, and proceed with entering into a funding agreement with the Municipal Climate Change Action Centre, under the Electric Vehicles for Municipalities Program.

AND

That Council amend the 2022 Capital Budget and the Multi Year Capital Plan to reflect the 2022 Zamboni replacement.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: September 13, 2022
SUBJECT: Cemetery Pathway - Award
ORIGINATING DEPARTMENT: Engineering & Infrastructure

BACKGROUND/PROPOSAL:

As part of the 2022 Capital Budget, Council approved \$51,000 for the removal and replacement of approximately 190 metres of pathway adjacent to the cemetery, which was to be funded from the Trails and Pathways Reserve fund.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

After receiving current pricing for the project, the cost to remove and replace the pathway increased to \$68,000. The cost increase is due to changing market conditions along with additional clay and gravel anticipated, based on depth of top soil in the area.

The project is based on conservatively estimated quantities at the time of the quote. Actual invoiced amount will be based on placed quantities. Should the quantity be lower, the cost to complete will be lower.

The current *available* balance in the trails and pathways reserve is approximately \$48,500 which could be used to fund the additional \$17,000, leaving approximately \$31,500 in the reserve on December 31, 2022.

ALIGNMENT WITH STRATEGIC PLAN

3. Infrastructure & Asset Management

RECOMMENDATION

That Council approve an amendment to the 2022 capital budget for the Deer Coulee/Cemetery Pathway Replacement project, increasing the current amount by \$17,000 to a cost of \$68,000. The additional amount will also be funded from the Trails and Pathways Reserve fund.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: September 13, 2022
SUBJECT: Rosebud Valley Campground Forcemain Tie-in
ORIGINATING DEPARTMENT: Engineering & Infrastructure

BACKGROUND/PROPOSAL:

Council approved the connection of the campground washroom septage tank to the Valarosa Lift Station forcemain at the Regular Council Meeting on March 8, 2022. Three bids were solicited but only one compliant bid was received.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Currently the effluent from the Rosebud Valley Campground is collected in an underground tank. The tank is emptied approximately 6 times per month during the summer season, with a budget of \$14,000 in 2022. To eliminate the ongoing operating cost, it has been planned for several years to connect to the new Valarosa Lift Station forcemain.

Initial estimates for the connection were based on quotes obtained pre-Covid. When the project was presented to Council, some adjustments were made to account for increased costs. Through this process we have become aware of additional factors with connecting to the Valarosa system and the complications of crossing a high pressure gas line. The size of the pump, operating conditions and the required construction method have proven to be costly. Initial estimate was approximately \$20,000.

The current bid is \$31,300 + 15% contingency = \$35,995

The scope of work is currently missing some electrical interlocks necessary to protect the new installation from the operating conditions of the Valarosa Lift Station.

Administration is seeking a revised approval of \$40,000 to install the pump, controls, forcemain, interlocks and landscape rehabilitation.

Campground Reserve Balance	\$ 32,000
Less initial estimated project cost	<u>[20,000]</u>
Campground Reserve, remaining	\$12,000

There is currently approximately \$12,000 remaining in the campground reserve. Council may allocate the remaining reserves to the project. This would still leave approximately \$8,000 to be funded which can be funded from the Town's general reserve which has a projected year end balance of \$354,000, not including this project.

ALIGNMENT WITH STRATEGIC PLAN

3. Infrastructure & Asset Management

RECOMMENDATION

To Approve an additional \$20,000 (for a project total of \$40,000) for the supply and installation of pumps, controls, forcemain, interlocks and landscape rehabilitation at the Rosebud Valley Campground to be funded from the remaining Campground reserve, with the remainder from the General Reserve.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: September 13, 2022
SUBJECT: Provincial Police Service Engagement
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Government of Alberta met with stakeholders across Alberta in the fall of 2021 and will continue to hold meetings throughout 2022. There were 14 virtual sessions scheduled in November and December of 2021, followed by 60 in-person meetings planned for 2022. Stakeholders include:

- municipal and Indigenous governments
- law enforcement organizations
- public safety partners, such as victims services organizations and rural crime watch groups

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

There are two sessions being held in Calgary on September 28 and 29 at 10 a.m. each day (*location to be provided later*). The facilitators of these sessions have requested that only two (2) members of Council attend this engagement on behalf of Council. It is recommended that the two members attend separate sessions to increase the opportunity for engagement.

The Mayor, as Council's spokesperson, is available to attend one of the sessions. Council therefore needs to appoint an additional Council member to attend the other session.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council approve Mayor Hunter and Councillor _____ to attend the Provincial Police Service Engagement on September 28 and 29, 2022 in Calgary.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 13, 2022
SUBJECT: RCMP Regimental Ball
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council received an invitation to attend the Didsbury RCMP Regimental Ball which is being held on September 24, 2022 at the Carstairs Community Centre.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The details of this regional event are as follows:

Date: September 24, 2022

Venue: Carstairs Community Hall at 1100 Lackner Way, Carstairs, AB

Time: 5:00 p.m. for cocktails and 6:30 p.m. for dinner

Cost: \$75 per person

This is a fundraiser event for the Victim Services Unit, and they have indicated that they would really love to see the Town of Didsbury there. Deadline to purchase tickets is **September 15, 2022**.

It is recommended that Council approve sending Council members to this event, to represent the Town, with the cost of the ticket coming from Council's professional development

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council approve Council Members to attend the Didsbury RCMP Regimental Ball on September 24, 2022, and that the cost of the tickets be funded from Council Professional Development.

RCMP Regimental Ball
HOLLYWOOD
ESCAPE FOR A NIGHT OF
FUN & GLAMOUR
TO SUPPORT **Chinook Arch Victim Service**
In Carstairs, AB.

Music

Food

Dancing

Auction



Didsbury

Tickets \$75 ea

Contact: Cassandra McCormack for tickets and info.

Cassandra.mccormack@rcmp-grc.gc.ca

Or call : 403-335-3382

*September 24th 5pm Cocktails
630pm - Dinner*



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 13, 2022
SUBJECT: Natural Gas Contract Rates
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

The Town of Didsbury is on a variable or index rate for its natural gas charges, which fluctuate based on the market price. The Town's electricity rates have been locked in since the fall of 2019 and therefore are not being considered at this time. In the past the index rate was more beneficial to the Town as they typically remained lower than the rates available on the fixed plan.

Natural gas prices have been impacted by a number of reasons, including worldwide events which have occurred over the past several years. According to the website ucahelps.alberta.ca, the average natural gas variable rates for the past 13 month average was \$6.74 per GJ.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

There is an expectation that gas rates will remain high throughout the winter, with the potential to decline thereafter. The Town uses the bulk of its natural gas in the winter months and leaving the contract on a variable plan may be costly for the organization.

The Town has received quotes from several energy retailers with options for:

12 months	as low as \$6.10/GJ
24 months	as low as \$5.72/GJ
36 months	as low as \$5.56/GJ
48 months	as low as \$5.54/GJ
60 months	as low as \$5.56/GJ

Rates change daily and final pricing will depend on the date that the documents are signed. However, this gives Council a picture of what the fixed rates are currently.

Administration works with Energy Consultants to obtain current pricing from several retailers. Locking in at the lowest rate available may require the Town to change retailers from its current provider, Direct Energy.

While Council may choose to lock in for a period of time, locking in for a period of 5 years may be risky given the uncertainty of future natural gas rates.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

To lock in natural gas rates for the Town of Didsbury's Natural Gas Sites at the current lowest available plan for a period of _____ months.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	September 13, 2022
SUBJECT	Chief Administrative Officer (CAO) Report
ORIGINATING DEPARTMENT	Legislative Services

BACKGROUND/PROPOSAL:

Please find attached the CAO Report for September 13, 2022.

ALIGNMENT WITH STRATEGIC PLAN

An Informed & Engaged Community

RECOMMENDATION

That Council move to accept the CAO Report for September 13, 2022 as information.



CAO Report – September 13, 2022

1. **Mortgage Collected Balance Collected** (Assistant CAO/Chief Financial Officer)
In 2016 the Town of Didsbury issued a mortgage on a property that was sold by the Town. The mortgage has been in default for several years and the Town has recently foreclosed on the property. Collection of the mortgage took significant Administrative resources during the period of the mortgage.
In July, the remaining principal balance was collected. The Town was also able to recover a portion of the costs the Town incurred to collect the mortgage.
2. **Tax Recovery** (Assistant CAO/Chief Financial Officer)
At the April 26, 2022 RCM, Council set the reserve bids for three properties which were in tax arrears. The tax auction, which was scheduled for September 14, 2022 has since been cancelled as the taxes have been paid.
3. **Bike Rack at Library** (Engineering & Infrastructure)
The Infrastructure Department conducted a thorough search of the Public Works yard and facility for the old bike rack from the Library entrance. The department was unable to locate the rack and it is believed to have been recycled a couple years ago.
4. **Financial Reports** (Assistant CAO/Chief Financial Officer)
Please find attached the 2nd Quarter Financial Reports for Operating and Capital.

Town of Didsbury								
2nd Quarter Financial Report								
Revenues and Expenditures by Division								
(April 1, 2022 to June 30, 2022)								
Budget vs Actual Comparison								
by DIVISION								
	Quarter 1 2022 Actual	Quarter 2 2022 Actual	Quarter 3 2022 Actual	Quarter 4 2022 Actual	Cumulative YTD Actual	2022 Budget (May 10, 22)	% of Budget	Notes
<i>Revenue - by division</i>								
Net municipal taxes								
Total Property Taxes	-	6,669,924	-	-	6,669,924	6,669,711	100%	
LESS Requisitions	(434,618)	(434,618)	-	-	(869,235)	(1,745,715)	50%	
Net municipal taxes	(434,618)	6,235,307	-	-	5,800,689	4,923,996	118%	1
General municipal revenue	288,301	276,294	-	-	564,594	955,000	59%	
Council	8,000	20,999	-	-	28,999	30,000	97%	2
Election	-	-	-	-	-	-	-	
General Government	38,582	26,770	-	-	65,352	209,737	31%	3
Protective Services								
RCMP	79,276	37,668	-	-	116,944	437,764	27%	4
Fire Department	81,322	26,873	-	-	108,194	247,386	44%	
Municipal Enforcement	23,498	14,962	-	-	38,460	65,000	59%	
	184,096	79,503	-	-	263,598	750,150	35%	
Community Services								
FCSS	57,076	32,316	-	-	89,392	174,984	51%	
DOSCA	42,987	47,517	-	-	90,504	201,000	45%	
Didsbury Neighborhood Place	2,535	7,026	-	-	9,561	34,298	28%	5
	102,597	86,859	-	-	189,456	410,282	46%	
Recreation Services								
Arena	58,675	215,272	-	-	273,948	411,906	67%	6
Aquatics	36,198	250,689	-	-	286,888	415,806	69%	7
Ice Plant	-	-	-	-	-	109,500	0%	8
Curling Rink	12,828	6,513	-	-	19,342	33,500	58%	
Parks	-	17,715	-	-	17,715	60,239	29%	9
MPR	2,122	3,176	-	-	5,298	6,000	88%	10
Concession	2,426	2,946	-	-	5,371	10,000	54%	
Train Station	6,925	2,449	-	-	9,374	10,000	94%	11
Memorial Complex	11,714	196	-	-	11,910	15,000	79%	12
Campground	-	29,307	-	-	29,307	60,000	49%	
	130,888	528,263	-	-	659,152	1,131,951	58%	
Communications/ Community Relations	-	-	-	-	-	-	-	
Engineering & Infrastructure								
Roads and Streets	11,454	21,936	-	-	33,390	112,400	30%	13
Cemetery	2,325	4,900	-	-	7,225	27,000	27%	14
Emergency Management	-	-	-	-	-	-	-	
	13,779	26,836	-	-	40,615	139,400	29%	
Utilities								
Water Utility	423,209	455,612	-	-	878,822	1,830,483	48%	
Wastewater Utility	158,845	172,616	-	-	331,461	669,358	50%	
Solid Waste Utility	119,335	117,062	-	-	236,397	516,091	46%	
	701,389	745,291	-	0	1,446,680	3,015,932	48%	
Planning and Development								
Planning and Development	14,427	31,631	-	-	46,058	124,501	37%	15
Economic Development	32,525	2,845	-	-	35,370	50,000	71%	16
Subdivision	-	-	-	-	-	240,594	0%	17
	46,952	34,476	-	-	81,428	415,095	20%	
Culture and Other Facilities								
Museum	-	-	-	-	-	-	-	
Library	-	40,226	-	-	40,226	115,907	35%	18
Other Community Facilities	-	-	-	-	-	-	-	
	-	40,226	-	-	40,226	115,907	35%	
Total Operating Revenue	1,079,966	8,100,823	-	-	9,180,789	12,097,450	76%	

Town of Didsbury								
2nd Quarter Financial Report								
Revenues and Expenditures by Division								
(April 1, 2022 to June 30, 2022)								
Budget vs Actual Comparison								
by DIVISION								
	Quarter 1 2022 Actual	Quarter 2 2022 Actual	Quarter 3 2022 Actual	Quarter 4 2022 Actual	Cumulative YTD Actual	2022 Budget (May 10, 22)	% of Budget	Notes
Expenditures - by division								
Council	63,474	86,593	-	-	150,067	298,358	50%	
Election	-	-	-	-	-	-	-	
General Government	229,878	160,140	-	-	390,018	806,136	48%	
Protective Services								
RCMP	34,018	252,266	-	-	286,284	802,555	36%	19
Fire Department	75,929	116,595	-	-	192,523	609,100	32%	20
Municipal Enforcement	68,786	88,194	-	-	156,980	371,055	42%	
	178,733	457,055	-	-	635,788	1,782,710	36%	
Community Services								
FCSS	63,870	70,119	-	-	133,989	250,787	53%	
DOSCA	32,790	58,216	-	-	91,006	201,000	45%	
Didsbury Neighborhood Place	7,505	8,050	-	-	15,555	34,298	45%	
	104,165	136,385	-	-	240,550	486,085	49%	
Recreation Services								
Arena	133,553	176,635	-	-	310,188	741,930	42%	
Aquatics	124,488	169,153	-	-	293,641	794,820	37%	21
Ice Plant	24,378	10,932	-	-	35,310	109,500	32%	22
Curling Rink	33,361	21,608	-	-	54,969	142,895	38%	23
Parks	46,719	82,498	-	-	129,217	349,850	37%	24
MPR	8,705	6,423	-	-	15,128	43,050	35%	25
Concession	933	795	-	-	1,728	4,500	38%	26
Train Station	9,765	9,402	-	-	19,167	41,720	46%	
Memorial Complex	31,553	51,552	-	-	83,105	226,168	37%	27
Campground	6,259	27,000	-	-	33,259	81,114	41%	
	419,713	555,999	-	-	975,712	2,535,547	38%	
Communications/Marketing	29,417	36,890	-	-	66,307	181,034	37%	
Public Works								
Roads and Streets	286,244	324,968	-	-	611,211	1,682,115	36%	28
Cemetery	8,053	16,123	-	-	24,175	73,780	33%	29
Emergency Management	10,123	9,427	-	-	19,551	37,305	52%	
	304,419	350,518	-	-	654,937	1,793,200	37%	
Utilities								
Water Utility	302,733	370,898	-	-	673,631	1,830,483	37%	30
Wastewater Utility	56,322	162,158	-	-	218,480	669,358	33%	31
Solid Waste Utility	111,129	106,637	-	-	217,766	516,091	42%	
	470,185	639,693	-	-	1,109,877	3,015,932	37%	
Planning and Development								
Planning and Development	64,523	86,123	-	-	150,646	353,647	43%	
Economic Development	38,108	58,474	-	-	96,582	258,983	37%	32
Subdivision	91,599	74,498	-	-	166,096	240,594	69%	33
	194,230	219,094	-	-	413,324	853,224	48%	
Culture								
Museum	177	31,114	-	-	31,291	31,650	99%	34
Library	75,072	72,919	-	-	147,991	303,194	49%	
Other Community Facilities	4,631	120	-	-	4,751	10,380	46%	
	79,880	104,153	-	-	184,033	345,224	53%	
Total Expenditures	2,074,094	2,746,520	-	-	4,820,613	12,097,450	40%	
	(994,127)	5,354,303	-	-	4,360,176	-		

Town of Didsbury								
2nd Quarter Financial Report								
Revenues and Expenditures by Division								
(April 1, 2022 to June 30, 2022)								
Budget vs Actual Comparison								
by DIVISION								
	Quarter 1 2022 Actual	Quarter 2 2022 Actual	Quarter 3 2022 Actual	Quarter 4 2022 Actual	Cumulative YTD Actual	2022 Budget (May 10, 22)	% of Budget	Notes
Notes								
1. Property taxes were levied in the second quarter. Property taxes includes Municipal, MVSH, DIP and Education taxes. Requisitions paid to MVSH and Alberta Education are paid on a quarterly basis. At June 30, 2022, two quarters of payments has been made which is consistent with 50% of the budgeted amount. Net municipal property taxes at June 30th is appearing higher than budget as the final two quarterly requisitions have not yet occurred.								
2. Council revenues are nearly complete due to the Community Grant program disbursing funding by the second quarter								
3. General Government revenues is slightly behind expectation at the end of 1st quarter; this is largely because the 'transfer from reserve' of \$50,000 to offset the 2022 budget is included in this revenue line, and it has not yet been allocated.								
4. RCMP revenues is slightly behind expectation, largely because the 'transfer from reserve' of \$52,000 to offset the municipal policing contract is included in this revenue line and has not yet been allocated.								
5. DNP revenues is less than expected; this is due to the FCSS grant for \$18,798 included in this revenue line that has not yet been allocated.								
6. Arena revenues are stronger than expected; this is because MVC shares the facility cost with the Town, and the shared facility payment was made in April.								
7. Aquatics revenues are stronger than expected; this is because MVC shares the facility cost with the Town, and the shared facility payment was made in April.								
8. Ice Plant revenue is currently at \$0 and will remain that way until year end when it is allocated based on actual ice plant expenditures and shared between the arena and the curling rink.								
9. Parks revenue is mostly made up of grant revenue for the MAMP grant will be paid after the grant body reviews all final project reporting								
10. MPR rental revenues have been stronger than expected in both the first and second quarter.								
11. Train Station rental revenues have been stronger than expected in both the first and second quarter.								
12. Memorial Complex revenues is higher than expected; this revenue line includes \$10,000 for a lease agreement related to the Tower currently being installed. That lease payment has already been received for the year.								
13. Roads and Streets revenue is lower than expected as the Town has not yet received much for bulk water sales - a significant portion of these sales will be seen in during the summer and fall months. Bulk water sales, budgeted at \$60,000 has seen lower demand than in prior years.								
14. Cemetery revenues come from sale of burial plots and crypt space. Budgets are based on a 5 year average.								
15. Included in Planning & Development revenue is \$40,001 transfer from general reserve to fund the MDP which will not occur until the corresponding expenditures have been spent.								
16. Economic development revenues is higher than expected due to the timing of business licenses - the majority of which are collected in January								
17. Subdivision revenues relate to the sale of land in the Shantz subdivision; there have been no land sales to date								
18. Library revenues includes an MSI operating grant which has not been received up to this date.								
19. RCMP expenditures are lower than expected as the Town has only been invoiced for one quarter for the Municipal Policing contract.								
20. Fire expenditures are lower than expected as the small equipment expenses usually occur later in the year after the budget has been set; this line also includes a transfer to reserve of \$105,000 which will occur later in the year prior to year end.								
21. Aquatics expenditures are lower than expected; this budget line includes a Transfer to Reserves for \$115,000 which will occur later in the year, prior to year end.								
22. Ice plant expenditures are lower than expected due to the timing of the year. The third and forth quarter will reflect those expenditures.								
23. Curling Rink expenditures are lower than expected due to the timing of the year. The third and forth quarter will reflect those expenditures.								
24. Parks expenditures are lower than expected; this is because most of these expenses occur during the July and August summer months.								
25. MPR expenditures are lower than expected due to the Transfer to Reserve of \$15,000 that will occur later in the year, prior to year end.								
26. Concession expenditures are lower than expected as there have been no repair & maintenance requirements to date								
27. Memorial Complex expenditures are lower than expected as most of the repair & maintenance is done during the summer and fall months.								
28. Roads & Streets expenditures are lower than expected; this is because road repairs, curb & gutter repairs have not happened by June 30th. This budget line also includes a \$207,000 transfer to reserves that will occur later in the year, prior to year end.								
29. Cemetery expenditures are lower than expected as there have been no repair & maintenance requirements to date.								
30. Water expenditures are mostly on target, other than expected the annual Transfer to Reserves of \$466,320 that typically happens at year end.								
31. Waste water expenditures are mostly on target, other than the annual Transfer to Reserves of \$101,060 that typically happens at year end.								
32. Economic Development expenditures are lower than expected since as most expenditures related to grant funding have not yet occurred								
33. Subdivision expenses largely include debt payments which occur in the first half of the year.								
34. Museum expenditures are fully expended as the annual payment to the museum was paid in the second quarter; there are minimal other budgeted expenses related to the museum.								

Town of Didsbury					
2nd Quarter Financial Report					
Revenues and Expenditures by object					
(April 1, 2022 to June 30, 2022)					
Budget vs. Actual Comparison					
by OBJECT					
	2022 Actual (as of June 30, 2022)	2022 Approved Budget (2022-05-10)	% of Budget	Notes	
Revenue					
Total Property taxes	6,669,924	6,669,711	100%	1	
LESS Requisitions	(869,235)	(1,745,715)	50%	1	
Net municipal taxation (Tax Revenues)	5,800,689	4,923,996	118%	1	
Government operating grants	681,687	1,282,233	53%		
Utility user charges	1,441,834	2,960,432	49%		
Sales and user fees	515,658	1,544,288	33%	2	
Franchise fees	496,165	815,000	61%	3	
Penalties and fines	41,224	124,500	33%	4	
Licenses and permits	93,672	130,000	72%	5	
Investment income	40,627	50,000	81%	6	
Other revenue	32,734	40,000	82%		
From reserve	36,499	227,001	16%	7	
Total - Revenue	9,180,789	12,097,450	76%		
Expenditures					
Salaries and benefits	1,832,370	4,277,560	43%		
Training, conferences and travel	67,370	143,973	47%		
Memberships	19,912	24,155	82%	8	
Advertising and printing	51,463	107,125	48%		
Professional services	126,533	308,420	41%		
Contracted services	331,844	936,576	35%	9	
Municipal Policing Contract	123,887	539,000	23%	10	
Telecommunications	107,499	225,237	48%		
General supplies	184,884	447,550	41%		
Cost of water	462,411	916,250	50%		
Repairs and maintenance	182,442	724,250	25%	11	
Utilities	317,125	720,150	44%		
Insurance	171,881	171,870	100%	12	
Leases	60,459	66,670	91%	13	
Bank charges and interest	10,964	18,400	60%		
Interest on long term debt	67,424	101,928	66%		
Long term debt repaid	347,203	544,505	64%		
Grants and other payments to organizations	324,753	584,258	56%		
To capital	-	3,500	0%		
To reserve	30,189	1,236,073	2%	14	
Total - Expenditures	4,820,613	12,097,450	40%		
Total Town of Didsbury	4,360,176	-			
Notes					
<p>1. Property taxes were levied in the second quarter. Property taxes includes Municipal, MVSH, DIP and Education taxes. Requisitions paid to MVSH and Alberta Education are paid on a quarterly basis. At June 30, 2022, one quarter of payments has been made which is consistent with 50% of the budgeted amount. Net municipal property taxes at June 30th is appearing higher than budget as the final two quarterly requisitions have not yet occurred.</p> <p>2. Sales and user fees are lower than expected at the end of the second quarter as some of the revenue does not occur evenly throughout the year. For example, the majority of the arena revenues are incurred in August - December, so only about 1/3 of the budget has been realized by June 30th. Summer Fun revenue is quite low at the end of June as the majority of the revenues occurs in July and August. There are also some revenues lower than expectation including Bulk Water Sales which are not as strong as expected due to less demand in the current year (Approximately \$15,000 below expectation). Sales of lots in Shantz is included in this budget line; the budget for which is \$240,594 and no lot sales have occurred by June 30th.</p> <p>3. Franchise fee revenue has been strong for the first half of 2022 as expected as it represents the majority of the coldest months. Franchise fees are charged on delivery tariffs set by the Company and can vary from expectation depending on consumption of energy.</p>					

4. Penalties and fines are 33% of budget due to timing of when penalties on unpaid taxes is incurred. The monthly arrears penalty is only 1.5% and the penalty on current year taxes, which is more significant is not applied until after the due date of August 31, 2022 so has yet to occur.
5. Licenses and permits are stronger than expected at 72% of budget. This is due to business and animal licenses being largely collected in January. In addition the permit revenue has been strong in the first half of the year.
6. Investment income has been stronger than expected as the interest rate has improved since the beginning of the year.
7. From reserve includes transfers in from reserve which have not yet been recorded. Currently only \$28,999 has been transferred in from the Council Community Grant program to fund the grants that had been issued from this program to date.
8. Memberships do not occur evenly throughout the. A significant number of membership fees for the organization are on the calendar year and paid in the first quarter. This amount is expected to taper out as the year continues.
9. Contracted services is below expectation as many of these costs have not yet occurred, for example, general services related to the ice plant is included here, and we don't see these expenditures occur typically until fall when the ice plant is turning on for the season. There are also several expenses which due to timing of the payments are not included in the numbers up to June 30th, such as with the solid waste collection contract.
10. Municipal policing contract only shows the first quarter payment for the Town. The second quarter invoice wasn't received until August.
11. Repairs and maintenance is currently only at 25% of budget. Much of the routine R&M work is completed in August and September.
12. Insurance is at 100% of budget as the Town typically receives one invoice early in the year. Adjustments may occur during the year which relate to changes that have occurred, but they are minor compared to the initial invoice.
13. Leases are 91% of actual as most of the Town's payments have been expended. The majority of the lease payments are made annually.
14. To reserve relates to funds the Town puts into reserves from the approved operating budget. The annual transfers typically occur in the 4th quarter. Currently only the amount related to interest income on the reserve accounts is currently recorded here.

Town of Didsbury												
2022 2nd Quarter Financial Report												
Reserves Continuity Schedule												
	Jan 1 2022, Actual	Transfers In (YTD)	Interest (YTD)	Transfers Out (YTD)	June 30, 2022 Account Balance	Budgeted Transfers to Reserves (outstanding)	Capital Budget Transfers from Reserves (outstanding)	Operating Budget Transfers from Reserves (outstanding)	Transfers from Reserves Approved by Resolution (outstanding)	Resolution #	Dec 31 2022 Projected	Notes
General	674,281	-	3,154	(35,000)	642,435	-	(30,000)	(90,001)	(168,575)	225-22, 226- 22, 379-22	353,859	1
Tax Stabilization Fund	57,950	-	247	-	58,197	-	-	-	-		58,197	
Council Community Grant Program	30,064	-	106	(28,999)	1,171	-	-	(1,001)	-		170	2
Election	10,500	-	45	-	10,545	-	-	-	-		10,545	
In Lieu of Municipal Reserve	62,975	-	344	-	63,319	-	-	-	-		63,319	
Legacy Fund	17,343	-	95	-	17,438	-	-	-	(17,297)	385-21; 386-21	141	3
General reserve	853,113	-	3,991	(63,999)	793,105	-	(30,000)	(91,002)	(185,872)	-	486,231	
Old fire hall demolition/removal	26,447	-	154	-	26,601	-	-	-	-		26,601	
Fire dept large equipment	330,315	-	1,792	(36,740)	295,368	100,000	(369,561)	-	-		25,808	4
Fire dept building maintenance	9,941	-	58	-	9,999	5,000	-	-	-		14,999	
Fire dept operating	25,212	-	146	-	25,358	-	-	-	-		25,358	
Fire dept small capital equipment	12,127	-	68	-	12,195	-	-	-	-		12,195	
RCMP capital	39,875	-	207	(8,525)	31,556	10,000	(28,565)	-	-		12,991	5
RCMP operating	432,281	-	2,443	-	434,724	-	-	(52,000)	-		382,724	6
Municipal enforcement operating and capital	101,080	-	587	(7,500)	94,167	15,000	-	-	-		109,167	7
Protective services reserve	977,277	-	5,455	(52,765)	929,968	130,000	(398,126)	(52,000)	-	-	609,843	
Vehicle & equipment replacement	750,635	-	4,018	(120,695)	633,958	207,000	-	-	-		840,958	8
Snow removal	36,000	-	197	-	36,196	-	-	-	-		36,196	
Water	722,832	-	3,590	-	726,422	466,320	-	-	-		1,192,742	
Water offsite levies	171,129	-	984	-	172,112	-	(92,703)	-	-		79,409	9
Water distribution offsite levies	79,054	-	396	(20,900)	58,550	-	(58,304)	-	-		247	9
Wastewater	931,560	-	5,140	-	936,700	101,060	-	-	-		1,037,760	
Wastewater (unfunded - non-interest bearing)	425,828	-	-	-	425,828	-	(26,000)	-	-		399,828	10
Wastewater offsite levies	73,556	-	423	-	73,979	-	-	-	-		73,979	
Solid waste	385,604	-	2,217	-	387,820	-	-	(47,500)	-		340,320	11
Public works reserve	3,576,197	-	16,963	(141,595)	3,451,565	774,380	(177,007)	(47,500)	-	-	4,001,439	
Cemetery	19,898	-	116	-	20,014	-	-	-	-		20,014	
DOSCA	38,808	-	-	-	38,808	-	-	-	-		38,808	
Economic development & tourism	115,679	-	675	-	116,354	-	-	-	(67,000)	322-21, 383-22	49,354	12
Train station maintenance	42,182	-	246	-	42,428	-	-	-	-		42,428	
Pathway & trail	164,799	-	961	(1,450)	164,310	8,475	(124,550)	-	-		48,235	13
Vehicle & equipment replacement - Parks	30,973	-	166	-	31,139	50,000	-	-	-		81,139	
Recreation facilities	249,415	-	1,430	-	250,845	244,700	(95,000)	-	-		400,545	14
Campground	31,918	-	186	-	32,104	-	-	-	(20,000)	116-22	12,104	15
Community/Recreation Services reserve	693,671	-	3,780	(1,450)	696,002	303,175	(219,550)	-	(87,000)	-	692,627	
Total	6,100,258	-	30,189	(259,809)	5,870,640	1,207,555	(824,682)	(190,502)	(272,872)	-	5,790,140	

Town of Didsbury												
2022 2nd Quarter Financial Report												
Reserves Continuity Schedule												
Continued												
Notes												
1. General reserve approved tran.sfers outstanding: \$65,000 Main Office HVAC Project; \$50,000 transfers in to offset operating budget; \$40,001 transfers in to fund completion of MDP; up to \$18,575 for Strategic Planning Consultant (225-22; 226-22); \$150,000 23 St Project.												
2. Council community grant annual program - \$28,999 funded as of June 30 2022.												
3. Legacy Fund approved transfers outstanding: \$15,296.89 for future development of interior community mural (385-21); \$2,000 for athletic scholarship (386-21)												
4. Fire large equipment transfers outstanding: \$56,300 for Didsbury's portion of emergency backup generator; \$313,261 of \$350,000 for Didsbury's remaining portion of Rescue												
5. RCMP capital transfers outstanding: \$20,000 RCMP building painting; \$17,090 Didsbury's portion of RCMP building HVAC improvements												
6. RCMP operating transfers outstanding: \$52,000 to offset operating budget to fund portion of 2022's policing contract												
7. Municipal enforcement transfers out include \$7,500 to pay for portion of CPO 1 training												
8. Vehicle & equipment replacement transfer outstanding: \$66,000 for purchase of vehicle for PW												
9. Water offsite levies transfers outstanding: \$151,007 of \$175,000 for East Reservoir Design Phase (2020 capital budget)												
10. Wastewater reserve transfer outstanding: \$26,000 for Southridge Sewage Lift Station Emergency Backup Generator (2021 capital budget)												
11. Solid Waste reserve transfer outstanding: \$47,500 to offset 2022 residential waste pick up fee												
12. Ec dev reserve transfer outstanding: \$52,000 for adding electrical outlets to light standards on 20th Avenue (322-21); \$15,000 for Old Fire Hall Weatherproofing (383-22)												
13. Pathway & trail reserve transfer outstanding: \$51,000 for cemetery pathway project; \$75,000 for Outlying Plan pathway project												
14. Recreation facilities reserve transfer outstanding: \$30,000 for MPR stage upgrades; \$55,000 for Curling Rink Make Up Air unit replacement												
15. Campground reserve transfer outstanding: \$20,000 to tie in sanitary system (116-22)												

Town of Didsbury									
2022 2nd Quarter Financial Report									
Capital Grants Continuity Schedule									
	January 1, 2022	2022 Grant Allocation Received	Interest (YTD)	2022 Actual Expenditures (YTD)	June 30, 2022 Balance	2022 Grant Allocation Receivable	Expenditures Projected - Unfinished Projects	Dec 31, 2022 Available	Notes
Municipal Sustainability Initiative Grant (MSI)	2,775,212	-	9,572	(319,826)	2,464,958	540,506	(2,119,474)	885,990	1
Canada Community Building Fund (CCBF)*	919,661	-	671	(79,522)	840,811	315,690	(421,003)	735,498	2
Total	3,694,873	-	10,244	(399,348)	3,305,769	856,196	(2,540,476)	1,621,489	
*Formerly known as Gas Tax Fund (GTF)									
Notes									
1. MSI funded projects outstanding: \$200,000 East Reservoir Land Purchase (2020); \$61,311 Pedestrian Connectivity (2020); \$70,000 Co-op Rd design; \$1,788,163 21 St Construction.									
2. CCBF funded projects outstanding: \$56,076 Main Street Lighting Project; \$289,927 21 Avenue Construction; \$75,000 Outlying Plan Pathway.									

Town of Didsbury											
2nd Quarter Financial Report											
2022 Capital Budget											
2022 CAPITAL BUDGET [Amended June 14, 2022 (Res # 330-22)]											
		Capital Spending			Budgeted Funding						
Asset	Dept	Actual to June 30, 2022	Budget	Status ¹	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
Infrastructure											
21 St Storm, Water, Sanitary & Surface Works (Phase 1 & 2 - Construction)	EI	182,558	1,940,000	IP	-	-	1,940,000	-	-	-	1,940,000
21 St Storm, Water, Sanitary & Surface Works (Phase 2 - Design)	EI	84,000	84,000	C			84,000				84,000
Co-op Road Water, Sanitary, Storm & Surface Works (Design)	EI	-	70,000	NS			70,000				70,000
21 Ave Storm & Surface Works (Complex Road)	EI/CS	1,819	300,000	IP			300,000				300,000
Land Improvements											
Didsbury Memorial Complex Outlying Plan Pathway & Landscaping Phase 1	CS	-	150,000	NS	-	75,000	75,000	-	-	-	150,000
Deer Coulee/Cemetery Pathway Replacement	EI	-	51,000	NS	-	51,000	-	-	-	-	51,000
Columbarium Purchase & Installation	EI	-	35,000	NS	-	-	-	-	35,000	-	35,000
Buildings											
Fire Hall Emergency Backup Generator	CP	-	100,000	NS	-	56,300	-	-	43,700	-	100,000
HVAC System [Town Office]	EI	35,000	65,000	IP	-	65,000	-	-	-	-	65,000
Make-Up Air Unit Replacement [Curling Rink]	CS	-	65,000	IP	-	65,000	-	-	-	-	65,000
HVAC System [RCMP Detachment]	EI	32,500	61,000	IP	-	17,090	-	-	43,910	-	61,000
Interior Painting [RCMP Detachment]	EI	8,525	20,000	IP	-	20,000	-	-	-	-	20,000
Multi-Purpose Room Stage Upgrades	CS	-	30,000	IP	-	30,000	-	-	-	-	30,000
Vehicles											
Didsbury Fire Department Rescue Vehicle	CP	73,479	735,000	IP	-	350,000	-	-	350,000	35,000	735,000
Fleet Replacement Program - 3/4 Ton Standard Cab [Public Works]	EI	66,000	66,000	IP	-	66,000	-	-	-	-	66,000
Fleet Replacement Program - 1/2 Ton Crew Cab [Parks]	CS	54,695	55,000	C	-	55,000	-	-	-	-	55,000
Equipment											
Skid Steer Annual Program	EI	-	3,500	NS	3,500	-	-	-	-	-	3,500
Grand Total		538,576	3,830,500		3,500	850,390	2,469,000	-	472,610	35,000	3,830,500
2021 CAPITAL PROJECTS CARRIED OVER²											
Asset	Dept	Actual to March 31, 2022	Budget	Status ¹	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
Street Lighting Continuity (20th St - south end)	EI	93,924	150,000	IP	-	-	150,000	-	-	-	150,000
Southridge Sewage Lift Station Emergency Backup Generator	EI	14,023	28,000	IP	-	26,000	-	-	-	2,000	28,000
Asphalt repair equipment	EI	71,300	71,300	C	-	-	71,300	-	-	-	71,300
2020 CAPITAL PROJECTS CARRIED OVER³											
Asset	Dept	Actual to March 31, 2022	Budget	Status ¹	Operations	Reserves	Grants	Debt	Other	Sales Proceeds	TOTAL
East Reservoir Land Acquisition	EI	-	200,000	IP	-	-	200,000	-	-	-	200,000
East Reservoir Design Phase	EI	23,993	175,000	IP	-	-	-	-	175,000	-	175,000
Pedestrian Connectivity - Memorial Park	EI	12,689	74,000	IP	-	-	74,000	-	-	-	74,000
¹ Status: Not started ("NS"), In Progress ("IP"), Completed ("C")											
² 2021 Capital Budget Approved January 26, 2021; Amendments February 11, 2021, April 13, 2021, June 22, 2021, September 14, 2021, September 28, 2021 & October 12, 2021											
³ 2020 Capital Budget Approved February 11, 2020 (Res#056-20); Amended April 28, 2020 (Res#137-20); Amended October 13, 2020 (Res#372-20)											



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

COUNCIL MEETING DATE	September 13, 2022
SUBJECT	Council Reports
ORIGINATING DEPARTMENT	Legislative Services

BACKGROUND/PROPOSAL:

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

ALIGNMENT WITH STRATEGIC PLAN

An Informed & Engaged Community

RECOMMENDATION

That Council move to accept the Council Reports for September 13, 2022 as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: September 13, 2022
SUBJECT: Correspondence and Information
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached:

- Town of Tofield – Victim Services Redesign
- Alberta Justice and Solicitor General to Town of Tofield
- Recycling Council of Alberta (RCA) – Summit for Elected Officials

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept the correspondence items presented as information.



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Tofield, Alberta T0B 4J0
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F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

August 23, 2022

The Honorable Tyler Shandro
Minister of Justice and Solicitor General
204, 10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister,

Re: Victim Services Redesign

Minister Shandro, Town of Tofield Council have only recently become aware of the Victim Services Redesign, and to say that we are both shocked and disappointed would be a vast understatement. Victim Services play an integral part in our community, and rural Alberta. Victim Services staff are as essential as first responders, and work cohesively with RCMP. These people help families and individuals through what could be the most traumatic experience of their lives. Having experience in dealing with trauma, unexpected loss, and extreme shock cannot be measured. Now, your government is looking to remove this from our community and proceed with a centralized approach.

The MLA led review did not engage municipalities, nor did it fully engage Victim Services Boards. Had our local Victim Services Board Chair not come forward to Mayor and Council, we would not be aware of this ill-thought-out change. Of interest, the two MLA'S leading this charge were from major urban centres, with no tie, nor thought to the impacts this would have on rural Albertans.

Not only will this change see a loss of jobs within our community, but more importantly it will leave this service to become reliant on an individual(s) residing outside our community boundaries. What does this mean for response time? Does this mean that response could be upwards of hours before assistance is provided, or does this also mean that it will be based upon the availability of staff? Neither of these scenarios is ideal, especially when dealing with crisis. Our current structure is comprised of hard working, caring individuals who provide an immeasurable service in what is the most trying of circumstances. These people respond in a quick, professional, and caring manner. Now, your government is removing this service from our community, and failing those who require what is often the immediate assistance of Victim Services.

Honorable Tyler Shandro
Minister of Justice and Solicitor General
Page 2

Minister Shandro, we can not fathom the rationale behind this decision, once again without input or consultation from those that this affects most. In our opinion this is a recipe for disaster and stands to only continue to fail rural Alberta. Mayor and Council implore you to pause on this decision and seek input from those forgotten, rural Alberta.

Sincerely,



Debora Dueck
Mayor

C.C AUMA Membership
 RMA Membership
 Jackie Lovely, MLA



ALBERTA
JUSTICE AND SOLICITOR GENERAL

*Office of the Minister
MLA, Calgary-Acadia*

AR 52074

Sent via email to jedwards@tofieldalberta.ca

August 26, 2022

Her Worship Debra Dueck
Mayor
The Town of Tofield
P.O. Box 30
5407 – 50 Street
Tofield AB T0B 4J0

Dear Mayor Dueck:

Thank you for your letter of August 23, 2022 regarding the provincial changes to victim services announced July 19, 2022. I would like to reassure you that these changes, including the new zonal governance model, have been designed to ensure services to victims of crime remain consistent and uninterrupted across all regions of the province, including Tofield, while also ensuring that victims are supported locally from within their own communities. I appreciate the opportunity to provide further information about the redesign work that has occurred to date as it relates to your municipality and others like it.

I would like to ensure that you have the most up-to-date information about the consultations and engagements completed during, and following, the MLA led Review of Victim Services that took place over 2020/2021. The Rural Municipalities of Alberta (RMA) and the Alberta Municipalities (AM) were invited to, and attended, the engagements. This was intentional to ensure a linkage and a mechanism for information sharing. In addition, a specific meeting was held with the RMA and AM to ensure they were comfortable with this approach, and by all indications they were. Further, all MLAs were also invited, regardless of political affiliation.

Other engaged individuals and organizations included:

- Volunteers, staff, and board members of police-based victim services units;
- Victim-serving community and specialized organizations such as child advocacy centres, sexual assault centres, and domestic violence service providers;
- Representatives from the Alberta Police-based Victim Services Association;
- The Alberta Association of Chiefs of Police;

.../2

- The Alberta Federation of Police Associations;
- The Royal Canadian Mounted Police;
- Legal community representatives such as the Criminal Trial Lawyers Association and Legal Aid Alberta; and
- Indigenous organizations such as the Awo Taan Healing Lodge Society, and Métis Child and Family Services Society.

I can advise that the changes to victim services are particularly centred around stabilizing and improving program governance and leadership at a high level, in addition to the significantly enhances supports and services available to victims. There are no plans to interrupt service delivery within communities or at detachments, nor to disrupt victim service workers from continuing to engage in the important work they do. In fact, it is intended that these same locally based services will continue to be offered through the new zonal governance model, in the same co-located manner as they are now, but with more flexibility and sustainability than could be offered under the current governance model. In the new model, local front-line victim services workers will be supported by a core of professional support staff at the zonal level that will provide financial, legal, and human resource services; direct supervision and resource coordination; and personal support and guidance for each employee. There is no reduction in paid positions within the new model, in fact with the new professional support staff there will be approximately 40 additional positions available to Albertans.

To ensure that you and your colleagues have the most accurate and up to date information as to how the new victim services zones will operate, I encourage you to follow up with Trent Forsberg, the director of Victim Services at Trent.Forsberg@gov.ab.ca. He would be happy meet with you and relay further detailed information about the changes to victim services programs, and provide you with the opportunity to ask specific questions.

I also understand that you have a requested a meeting with MLA Jackie Lovely. I welcome the opportunity to have representatives from my office and our department staff who are leading this work attend this meeting. To schedule a meeting, please contact my scheduling coordinator Lisa Gentles at Lisa.Gentles@gov.ab.ca.

I am appreciative of any time you would be willing to dedicate to gaining a complete understanding of the improvements planned to the systems that serve victims of crime in Alberta. Thank you for ensuring the needs of victims in your community continue to be met.

Sincerely,



Honourable Tyler Shandro, QC, ECA
Minister

cc: Jackie Lovely, MLA Camrose
Alberta Municipalities
Rural Municipalities of Alberta



**Event Announcement:
RCA Circular Economy Summit for Elected Officials in
Alberta**

This is Not Your Grandmother's Economy! Or Maybe It Is.....

Across the country, dozens of municipalities are beginning their transition to the Circular Economy (CE). It's an alternative approach that designs out waste and pollution, keeps products and materials in use, and regenerates our natural environment. And it's taking shape in the form of road maps, policies, regulations, funding programs, procurement specifications, and the support of sharing, reuse, and repair initiatives.

Here's your chance to learn more! Rural Municipalities of Alberta, Alberta Municipalities, and the Recycling Council of Alberta are teaming up to bring you an informative and engaging one-day workshop on the CE. Interested in economic development? The CE can help. What about climate change? Yep, it can help. Waste reduction. Again, check!

Spend the day with us and you'll walk away educated and inspired....and quickly become the envy of all your municipal peers. So, mark your calendars.

Date: Thursday, October 6, 2022

Location: Strathcona County Community Centre – Sherwood Park, AB

Time: 9:00 am to 4:30 pm

Cost*:

Elected Officials: Open Mind, Positive Outlook

Register Now

Are you a keener, and interested to learn more about the CE now? Click [here](#)!



About the Recycling Council of Alberta

The RCA's mission is to promote, facilitate and advocate for a Circular Economy in Alberta through waste reduction and resource conservation.

Through a consultative approach and support of the RCA Committees and partners (i.e., government, industry, stewardship organizations and other associations) and additional stakeholders, the RCA will pursue protection of the environment through resource conservation following the 3Rs hierarchy.



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