



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

**Tuesday, February 11, 2025, 6:00 pm**  
**Council Chambers 1606 14 Street**

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14. RECONVENE
15. ADJOURNMENT



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: February 11, 2025  
SUBJECT: Urban Systems - Housing Needs Assessment Presentation  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

Council, in their Strategic Plan, identified the desire to conduct a housing needs assessment. In 2023, additional funding was allocated to undertake the housing needs assessment in tandem with the Municipal Development Plan (MDP). The MDP, which was approved by Council in November of 2024, was developed in consultation with Urban Systems.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

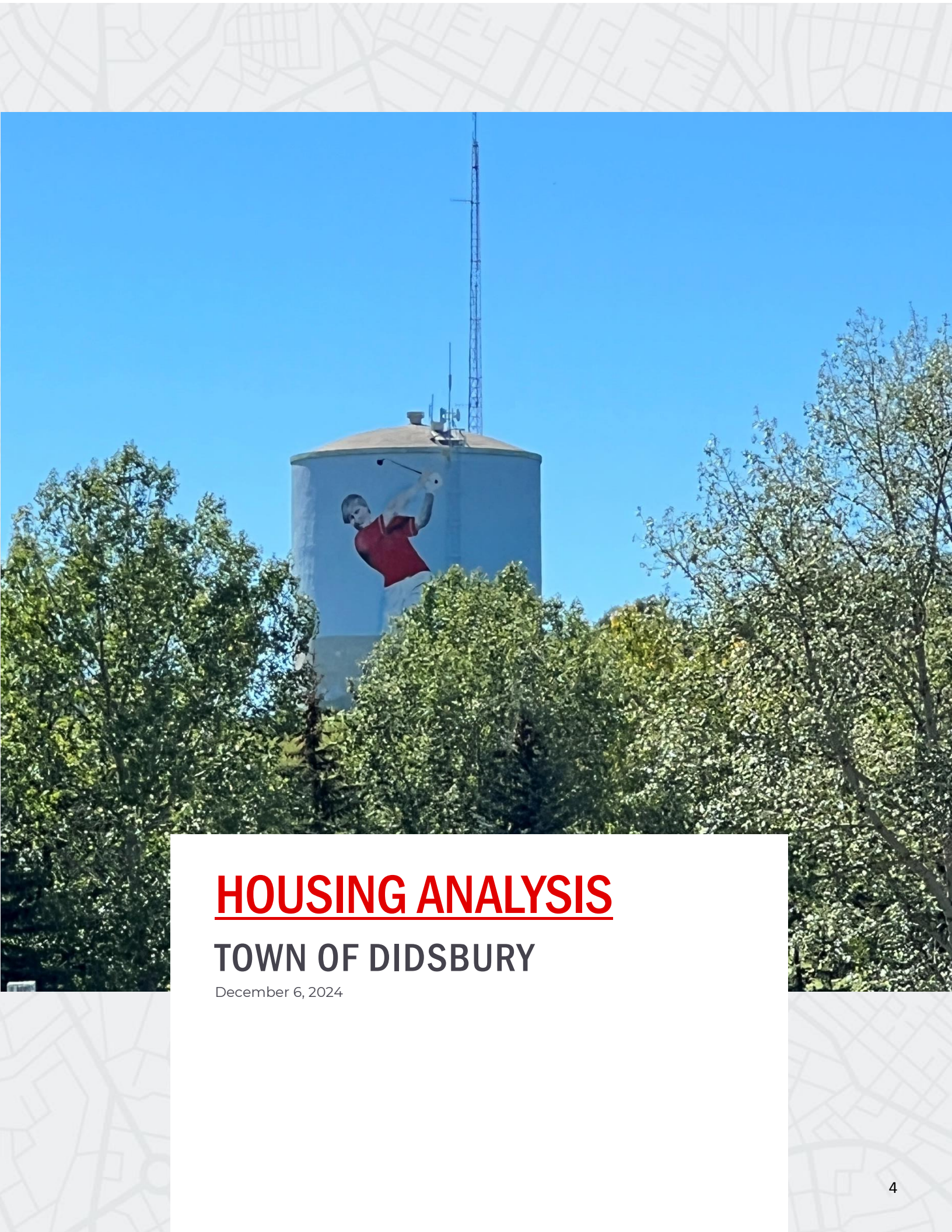
A representative from Urban Systems, Chris Ulmer, is presenting to Council on the housing needs assessment that is being developed for the Town of Didsbury.

### ALIGNMENT WITH STRATEGIC PLAN

4. Liveability

### RECOMMENDATION

To accept the presentation from Urban Systems as information.



# HOUSING ANALYSIS

## TOWN OF DIDSBURY

December 6, 2024





**PREPARED FOR:**

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# 1.0 INTRODUCTION

This Housing Needs Assessment (Assessment) was developed for the Town of Didsbury (The Town) to help understand the current and future state of housing. The Town has experienced an aging population, and a gradual population decline, raising the question if the Town is prepared for the potential impacts this could create for the long-term market, character, economy, housing, and sustainability of the Town. With an aging population, it is necessary to determine if there is adequate support for their transition to smaller living accommodations and supported living options. Additionally, it is important to consider what Didsbury can do to retain and attract a younger population to maintain the longevity of the Town.

This Assessment will provide an analysis of the demographic, housing, and employment statistics within the Town. This analysis will offer a foundation for discussing the current state of the housing market and potential future implications for the Town. The Assessment will conclude with several high-level and long-term approaches for housing that may be considered by the Town.

## 1.1 PURPOSE

The purpose of this Assessment is to provide the Town with:

- A better understanding of the housing situation in the community.
- A summary of the most prominent housing-related issues.
- An understanding of what gaps might exist in housing policy and housing supply.
- A strategy for addressing gaps in policy and supply.

As the Town continues to develop, the results of this Assessment can be used to support future changes to local policy directions within the Municipal Development Plan (MDP) and inform key directions within future Area Structure Plans (ASP).

## 1.2 EXISTING HOUSING POLICIES

The MDP was updated in 2024 and outlines the following key strategies specific to housing:

- A focus on flexible neighbourhoods that support a mix of housing types.
- A flexible and incremental approach to growth that preserves the Town's assets and character.
- A diversity of housing choice to maintain affordable, safe, and attractive neighbourhoods.
- Promote infill development in existing neighbourhoods that complements local character.

Beyond the key strategies throughout the MDP, the following policy directives influence the evolution of the future housing stock:

- The Town will periodically evaluate the changes to the housing stock as part of an ongoing evaluation of how the policy direction is supporting achieving the desired outcomes.
- All new growth shall be contiguous with existing development and will be coordinated with infrastructure and road extensions.
- The overall density for residential uses shall strive to achieve a minimum of five (5) units per net developable acre within an ASP.
- Infill development will be encouraged in coordination with the character and scale of adjacent buildings.
- Mixed-use (live work) developments are supported as part of ensuring a diversity of housing choice.
- Require a demonstrated mix of housing types and densities within a new ASP to ensure growth contributes to the diversity and health of the housing stock.

# 2.0 DATA ANALYSIS

## 2.1 DEMOGRAPHIC AND EMPLOYMENT CHANGES

### 2.1.1 DEMOGRAPHIC PROFILE

This section examines the population, household, and employment characteristics within the Town, providing an analysis of how these factors reveal specific housing needs based on the area's distinctive demographic composition.

#### Population Total

The population of Didsbury has remained relatively consistent and has shown signs of slight population growth over the last 20 years. Despite this consistency, the population has been subject to slight fluctuations within the last three census years of 2011, 2016, and 2021, with the population beginning to plateau from 2011 onwards (

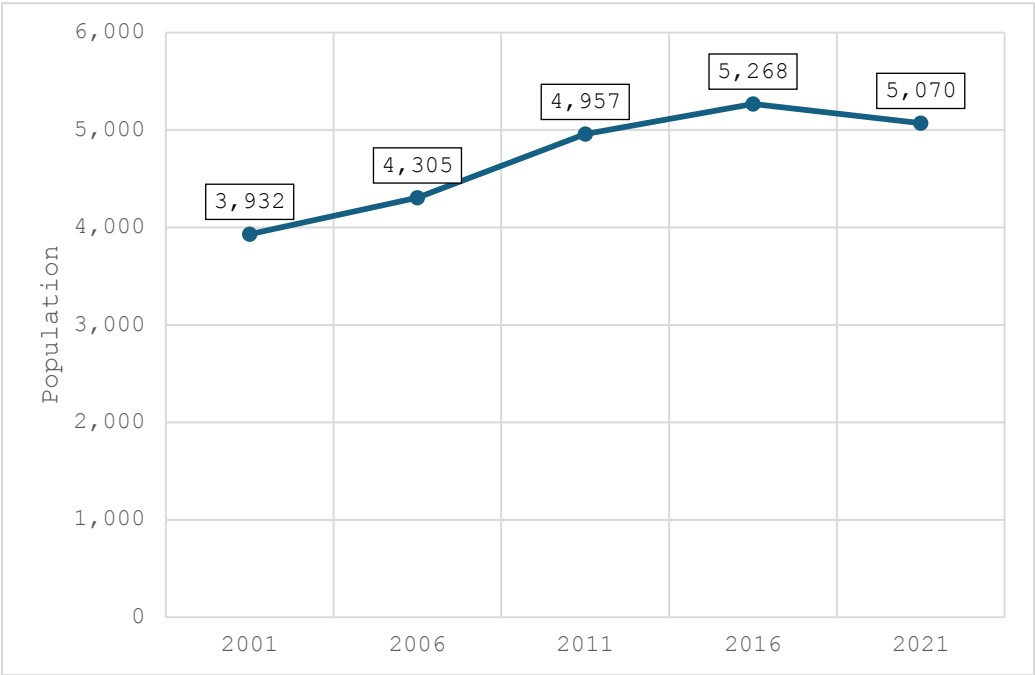


Figure 1).

Figure 1 illustrates the trends from the federal census. The 2024 population estimate illustrates a slight increase in population to 5,291, staying within the same general trend over the last decade. Despite the generally consistent population, the minor fluctuations indicate that there has been minimal migration into the town, though that has ticked up in the last few years, and most of the population changes are a product of natural fluctuation and out-migration. This migratory pattern has limited natural growth and is reflected in the continuous aging of the population.

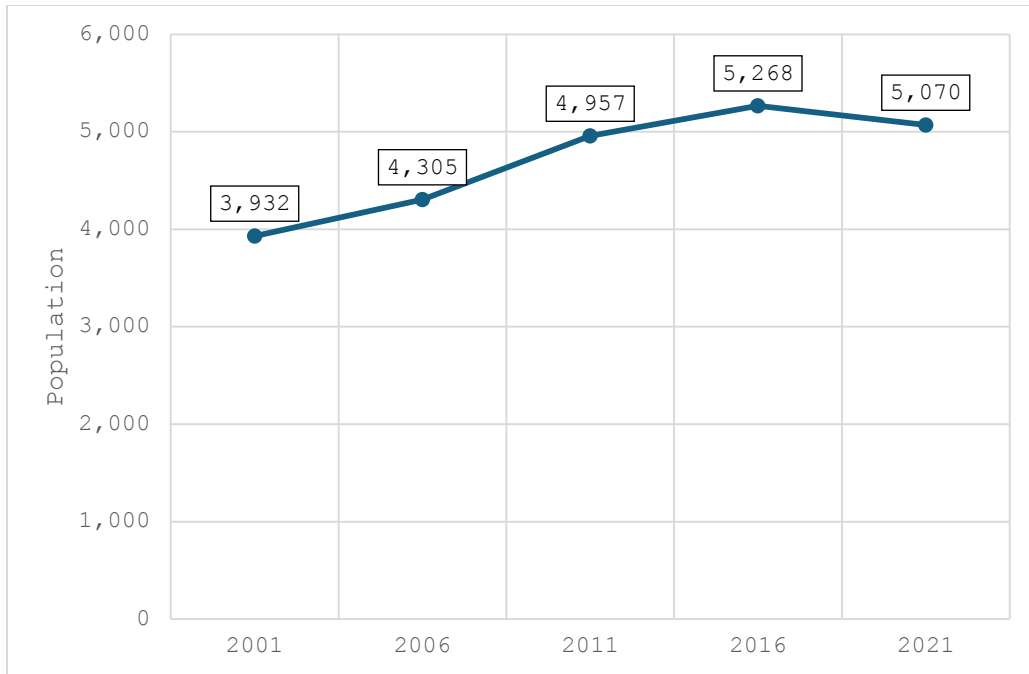


Figure 1 - Total Population, Didsbury, 2001 to 2021 – Census of Population Statistics Canada

### Population Characteristics

The median age of the population has steadily increased from 41.2 in 2011, to 43.1 in 2016, and 45.2 in 2021. This steady increase of the median age is a commonly felt trend among other towns in Central Alberta, outside of the influence of the rising housing costs in Calgary and Airdrie. Olds has a median age of 43.6, whereas the median age in Carstairs (38.4) and Crossfield (38.4) are trending in the opposite direction.

By age, the largest demographic group remains individuals under 20, however that has been in decline over the last decade and may have been surpassed by the 65-84 age group, which aligns with the continued increase in the median age. **Table 1** outlines the growth by population cohort between the 2011 and 2021 census years, demonstrating the diverging trends between the youth and senior cohorts.

Changes to the composition of the population provides indicators for the projected future population of the Town and informs the Town considerations for future investments in infrastructure, housing, and community services.

	2011	2021
Under 20	1,285	1,190
20 to 34	825	725
35 to 49	995	880
50 to 64	995	1,030
65 to 84	710	1,055
85 Plus	135	180

Total	2,011	5,070
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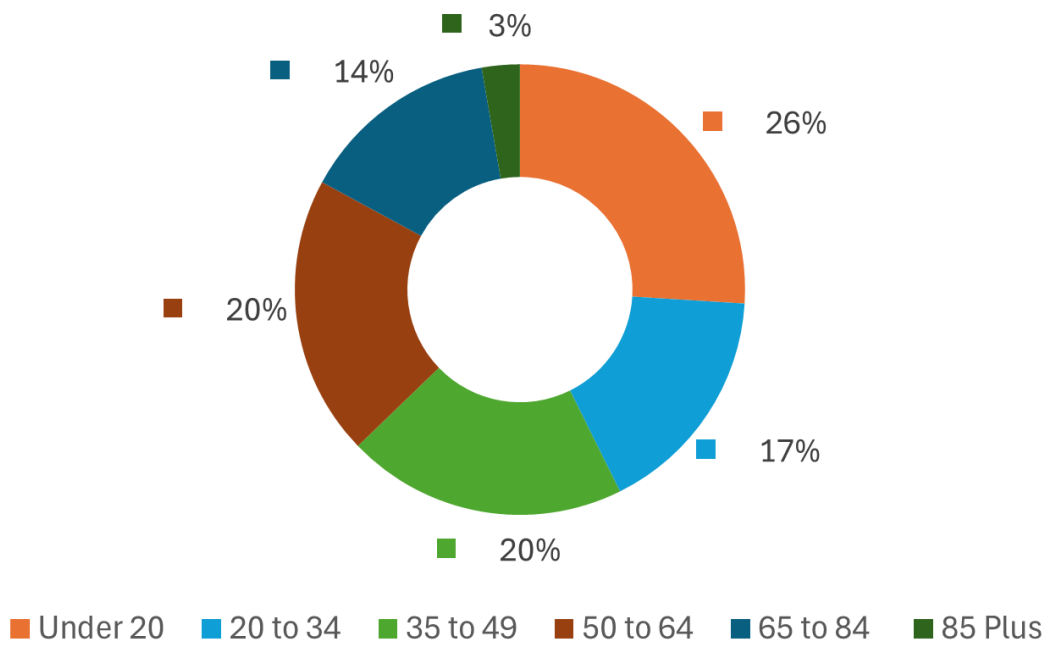
Table 1 - Population Composition by Age, Didsbury, 2011 to 2021

*Figure 2* illustrates the population composition by percentage to demonstrate how these are changing over time. With the two largest demographic groups being under 20 years and 65-84, and a trending decline in the 35-49 and 50-64 cohorts, there is an unbalanced dependency ratio, meaning there is a growing number of non-working individuals (which tends to be under 20 and over 65) combined with a declining population within the prime labour force demographic. This can increase pressure on the local labour market as there are less individuals to replace retired workers and contributes to a growing number of individuals that are economically inactive and more likely to be reliant on government spending and programs.

This continued divergence informs projected seniors housing needs. This will range from the size, design, and accessibility of dwelling units to the growth and expansion of available care homes, facilities, and levels of care recognizing incremental transitions along the spectrum from living in current housing to needing specialized care facilities.

The availability of senior-dedicated housing in Didsbury, as discussed further under Housing Types, serves as an attraction for senior citizens, inflating the older cohorts with new residents from outside the community. This type of in-migration compounds the increase in median age and represents a type of growth largely self-contained within the individual housing facilities.

## Didsbury Population, 2011



## Didsbury Population, 2021

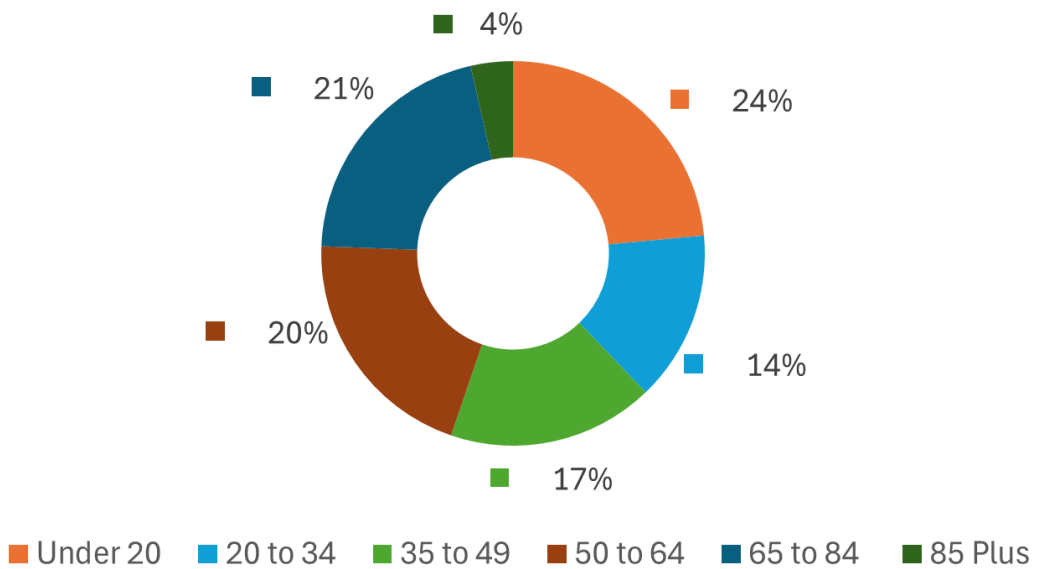


Figure 2 - Percent of Population Cohorts, Didsbury, 2011 and 2021

As the median age of the population continues to increase, it can be anticipated that the population will experience a slow, but inevitable, decline if there is no major change in the age distribution which can only come from in-migration. **Table 2** illustrates a general overview of the percentage distribution of the cohorts that affect the median age.

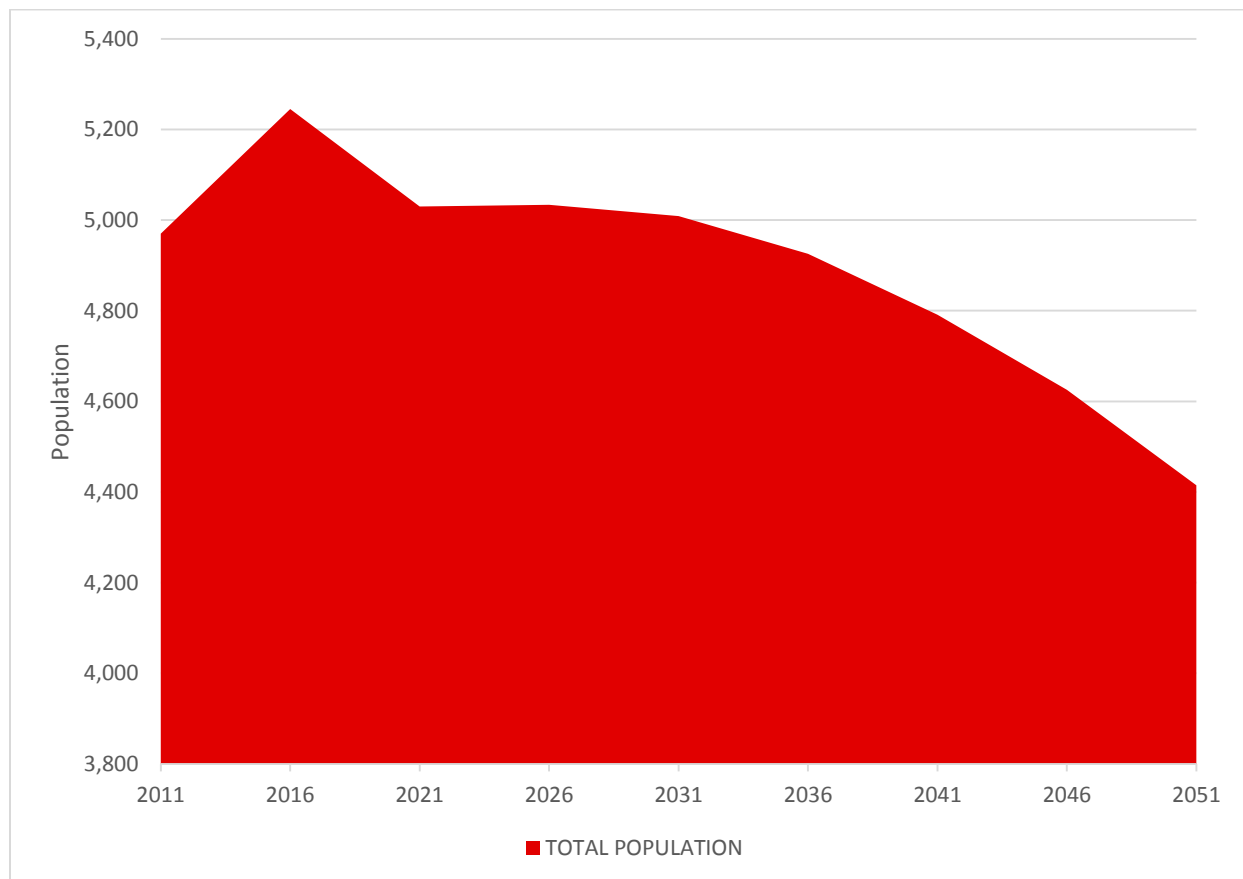
	% Share of the total population	
	2011	2021
34 and younger	43%	38%
65 and older	17%	25%

*Table 2 - Percent share of total population by select cohort, Didsbury, 2011 to 2021*

### Population Projections

There are many factors contributing to fluctuations within a population that cannot be predicted, which can make population projections challenging to pinpoint. Decisions that drive relocations to and/or staying in communities are driven by a variety of variables that are different for every household. By simply looking at the current demographic composition and trends, we can get an informed idea of what the future projected population may look like without considering immigration. Didsbury's future population is displayed in

**Figure 3**, showing a consistent decline over the next 30 years without any significant change to the composition.



*Figure 3 - Didsbury Population Projection, 2011 to 2051*



As noted, these projections simply consider the natural components of population change (i.e., fertility and mortality rates) and do not incorporate potential changes due to migration. Without considerable changes to available employment opportunities for youth exiting high school, the Town is likely to continue seeing a gap in the 19-29 age cohorts. In order to see a shift in the median age and an increase in the percent distribution of the population under 34, the Town will need to attract new residents attracted to the assets and lifestyle the Town offers.

Incremental shifts in new residents can have considerable impacts if experienced consistently over time. The 2024 estimate reflected recent migration into town and established a 2024 population estimate of 5,291, creating an uptick from the 2021 Census population of 5,070. If migration were to continue at this pace, the declining population trend could be meaningfully reversed reasonably quickly. Growth at this pace could generate a projected population approaching 6,500 over the next ten years.

## 2.1.2 ECONOMIC CHARACTERISTICS

Considering the intricate connections among all aspects of the community to housing, it is essential to examine how the local economy and labour force influence the housing market. By analyzing these interdependencies, we can gain a clearer understanding of the factors shaping housing in the community.

### Local Business and Industry

Over the last twenty years the total number of businesses has been relatively constant, though there have been peaks and valleys emerge aligned with external economic opportunities and challenges. In 2003 there were a total number of 258 local businesses reported compared to 284 in 2023. Over that time the number of businesses grew to a peak of 322 in 2012, whereby the total started declining to 296 in 2019.

During the 2020-2021 economic decline associated with COVID, the total number of businesses continued its decline to a twenty-year low of 236, before seeing a rebound post-COVID to 284 reported in 2023. While the twenty-year total can seem like things have been somewhat constant, similar to the total population, there are broader stories that reflect the incremental changes to the local economy and its relationship to overall growth and housing.

### Employment

While there has been a consistency, and recent growth, in the total number of local businesses, the local labour force declined between the 2016 and 2021 Census years for the first time. The total labour force had consistently increased between Census years since 1991 until seeing a decrease of 5.1% in 2021, dropping from 2,665 in 2016 to 2,530 in 2021.

Similarly to the decline in the total labour force, the actual percentage of the total population participating in the labour force is also declining. The total participation rate was at its highest in 2006 at 71%, but has consistently declined to 63% in 2021, which aligns with the continued aging of the population. Recognizing these trends, the Town has engaged in targeted economic development initiatives focused on the film industry. These efforts have been reflected in the growth in local employment in the arts, entertainment, and recreation sector, seeing growth between 2016 and 2021 (from 20 to 45). Similarly, despite the overall decline in employment the Town continues to be a regional healthcare hub seeing the health care and social assistance sector increase from 325 to 425.

### Commute to work

When considering the role of the Town's local economy a key indicator is the commute patterns of residents as well as those coming into Town for work. In 2021, just over half of the labour force (51%)

travelled to another municipality for work. While the overall labour force is declining, this is a strong indicator that there is a large portion of the population that have chosen to both live and work in Didsbury. For comparison purposes, the Town of Carstairs has nearly 70% of its labour force depart the Town daily for work.

Another expression of commute patterns is a review of the net commuter flow, which measures the difference between outgoing and incoming commuters. In 2021, the net commuter flow in Didsbury was +50, meaning that there were 50 more individuals entering the Town than were leaving for employment purposes. This represents a considerable change over a ten-year period, when the net commuter flow was -135 in 2011. It is difficult to predict any specific variable contributing to this trend, but the continued growth in the health care and social assistance sector and increased emergence of the arts, entertainment, and recreation sector is establishing the Town as a growing attraction to specific types of employment.

## 2.2 HOUSING

The current housing situation in the Town is analyzed using census data from Statistics Canada and available local housing data, evaluated through various connections to previous demographic and employment sections.

### 2.2.1 HOUSEHOLD CHARACTERISTICS

#### Households

Households can take a variety of forms. These include:

- “Census family” which means either a couple (married or common-law) or parents/caregivers who share a house and their dependents. There may be one-census family or multiple-census-family households.
- “Non-census family” which are households comprised of one person or two or more people occupying the same home but not constituting a census family due to the lack of an economically dependent relationship.

The largest proportion of households in the Town are one-census family households (64%), which includes couples with and without children as well as lone-parent families. One-census families with children account for 23% of households and one-census families without children account for 33% of overall households.

Given the continued trend of an aging population, nearly 27% of households are non-census families consisting of one-person households. This is not always indicative of a single senior citizen household, but the increasing median age and growing senior demographic contributes to this trend and illustrates the growing importance of considering housing transition opportunities.

#### Household Size

Households range in size from one person to five or more people with the majority of households (66.7%) having two or fewer people living in them. These households may be comprised of couples or non-census-family individuals living together in one house, or census families with additional individuals constituting one household. **Table 3** illustrates the total number of households by size.

Household Size	Number of Households	Percentage of Households
1-person	540	26.6%
2-person	815	40.1%
3-person	275	13.5%
4-person	240	11.8%
5 or more persons	170	8.4%

*Table 3 - Total Households by Size, 2021*

The average household size has minimally change since 2011, however it has decreased from 2.5 in 2011 to 2. In 2021, reflecting the high percentage of households with two or fewer individuals. This trend is consistent with other communities who have an aging demographic, recognizing that fewer families are moving into the community and local youth are incentivised to move away for education or employment opportunities.

**Housing Tenure**

As of 2021, 79% of occupied dwellings in the Town are owner-occupied, whereas 21% are renter-occupied. This distribution has remained relatively stable between the 2016 and 2021 Census years, with owner-occupied dwellings decreasing marginally from 80% to 79%, and renter-occupied dwellings increasing slightly from 20% to 21%.

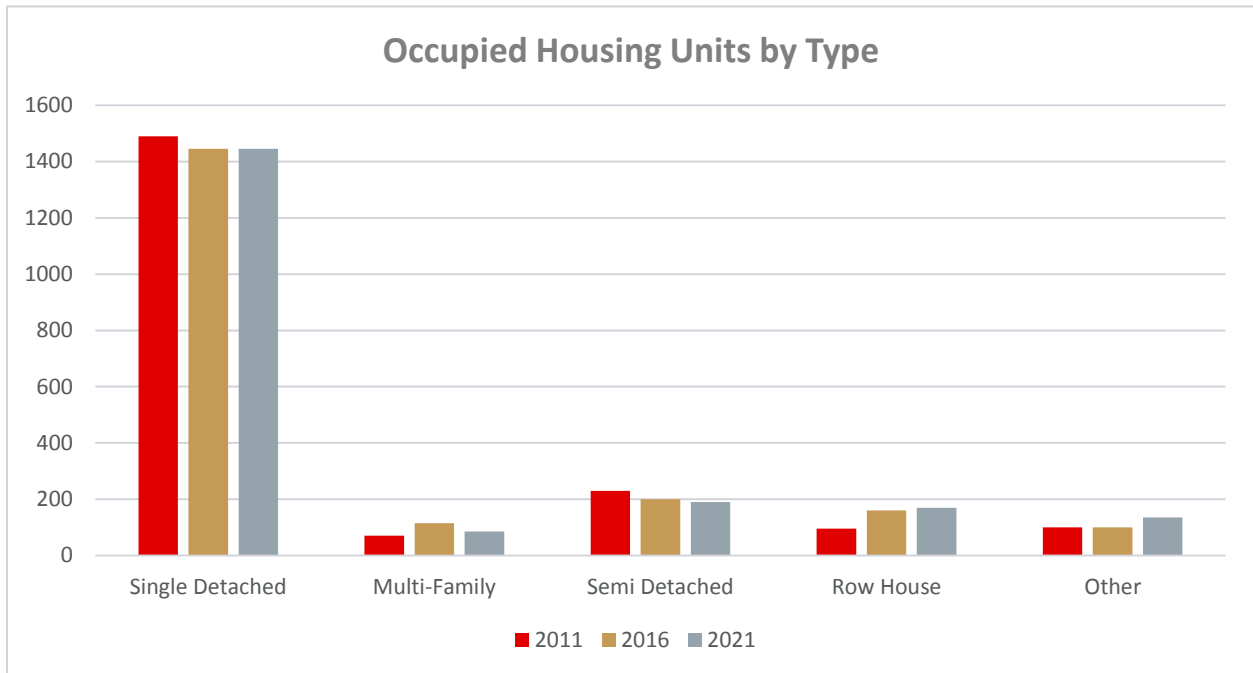
Since 2011, about 4% of private dwellings in Didsbury have been unoccupied, indicating that most residences are consistently occupied by the same tenants.



## 2.2.2 CURRENT HOUSING STOCK

### Housing Types

The current number of dwelling units in Didsbury are estimated at 2,064. Majority of Didsbury's housing stock is comprised of single-family detached homes (72%), while the remaining 28% are semi-detached homes, row houses, and apartments in under five-storey buildings (*Figure 4*).



*Figure 4 – Occupied Units by Type, Didsbury, 2011 - 2021*

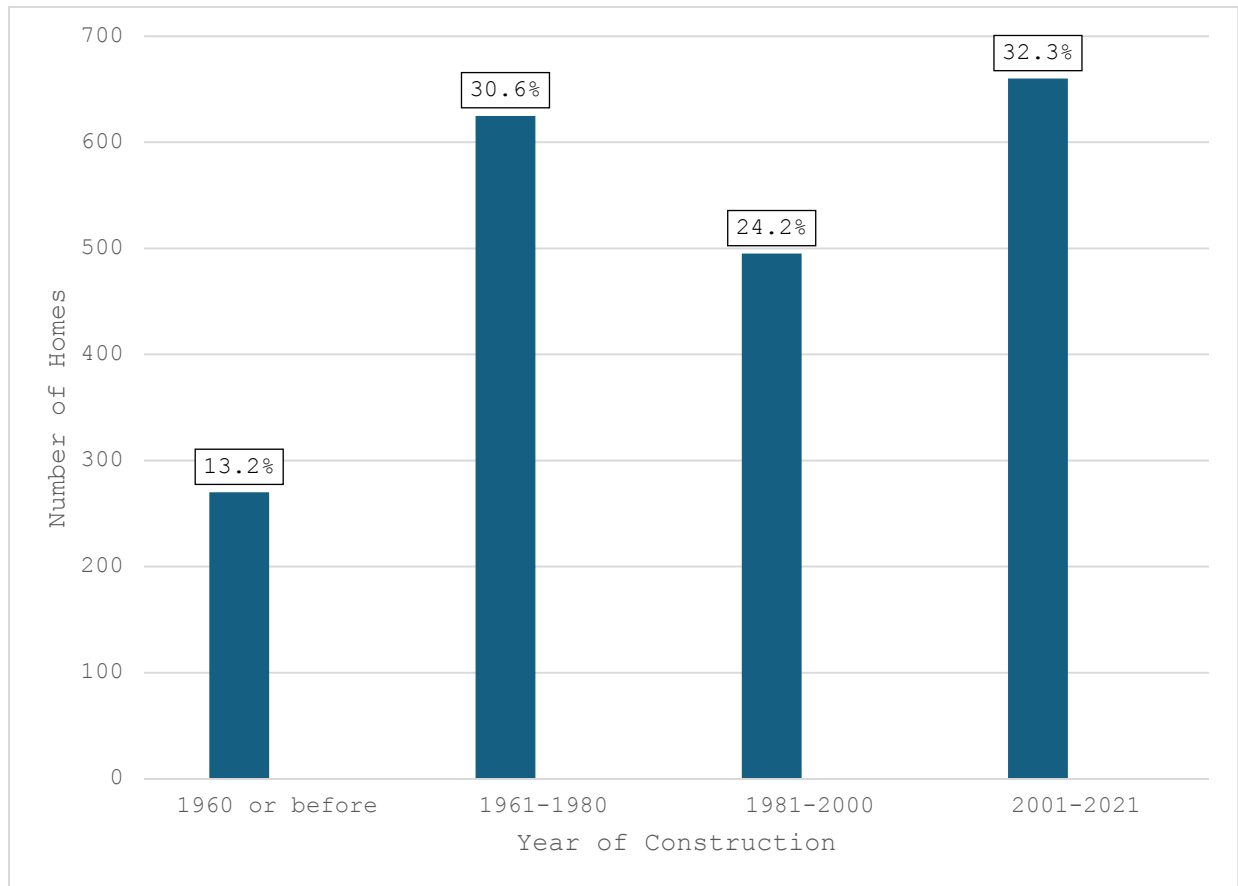
This illustrates the general lack of diversity among the types of housing throughout the Town, which has remained relatively consistent over the last 20 years with the lack of growth on housing units aligned with the changes to the population. Recent development trends illustrate a continuation of the typical development pattern, focusing on single-family housing.

Included among the various attached housing units are those dedicated to senior living in Aspen Ridge Lodge, Kinsmen Manor, and Bethany Didsbury. These offer a range of supportive living suites, independent apartments, and continuing care home suites designed to provide affordable housing options for seniors and a range of level of care. While these units provide transitional housing options in the community aligned with the aging population, these are not dedicated to residents. Because the supply and demand are not connected, as the local senior population continues to grow alternative housing options will be needed.

### Housing Age

The age of housing stock is important to consider in this analysis. Homes are often occupied by their original or early owners, which means they may not be available for resale until the current owner relocates. Additionally, houses are typically situated in neighborhoods with similarly aged homes and infrastructure. This clustering can result in a concentration of homes that age at the same pace (potentially seeing assessments decline at the same pace) while the supporting infrastructure also ages, eventually requiring replacement at substantial cost.

The construction of new housing stock has consistently grown during twenty-year intervals as seen in *Figure 5*. There is a relatively large proportion of housing built before 1960, however this includes the historic homes that have been preserved in the community that contribute considerably to the unique character of the Town.



*Figure 5 - Occupied Private Dwellings by Year of Construction*

In addition to age as an indicator of housing adequacy, approximately 6% of houses are reported to be in significant need of repairs. With an aging population, it is possible that homeowners may find it challenging to undertake the necessary repairs due to the home's age and the effort required. This situation could affect the attractiveness and readiness of older homes when they are listed on the market.

### Age of Occupants

In Didsbury, the majority of households are owner-occupied, with this rate increasing among the older population, as illustrated in *Figure 6*. Due to the limited variety of housing types, the number of rental units is relatively low and primarily concentrated in the secondary rental market (i.e., housing units rented by the homeowner). These units appear to be predominantly occupied by the younger population.

The current housing stock will struggle to adequately meet the needs of an aging population with 25% of the population aged 65 and older. Considering that the majority of occupants aged 65 and older are homeowners who may seek rental or smaller dwellings as part of a future transition, there are limited options available to them.



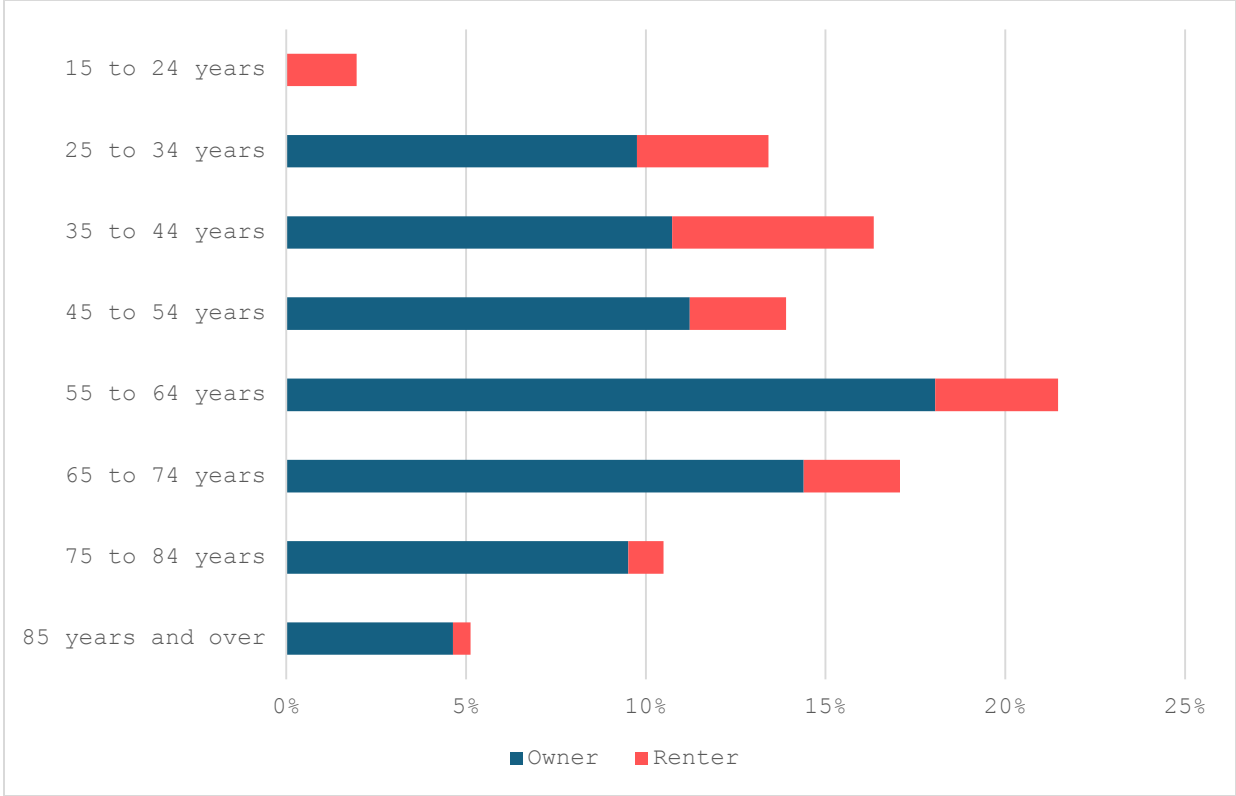


Figure 6 - Age of Household Maintainer

### 2.2.3 AFFORDABILITY CONSIDERATIONS

#### Household Income

Understanding economic indicators for residents and households helps to define financial capacity for spending on housing, either rented or owned. In 2020, the median after-tax income of households in Didsbury (Town) was \$70,000, a change of -5.4% from \$74,000 in 2015.

While the median income has decreased slightly between Census years, the number of households earning greater than \$100,000 continues to be the largest segment of the population. *Error! Reference*





source not found. Error! Reference source not found.illustrates a breakdown of the total number of households based on their total household income.

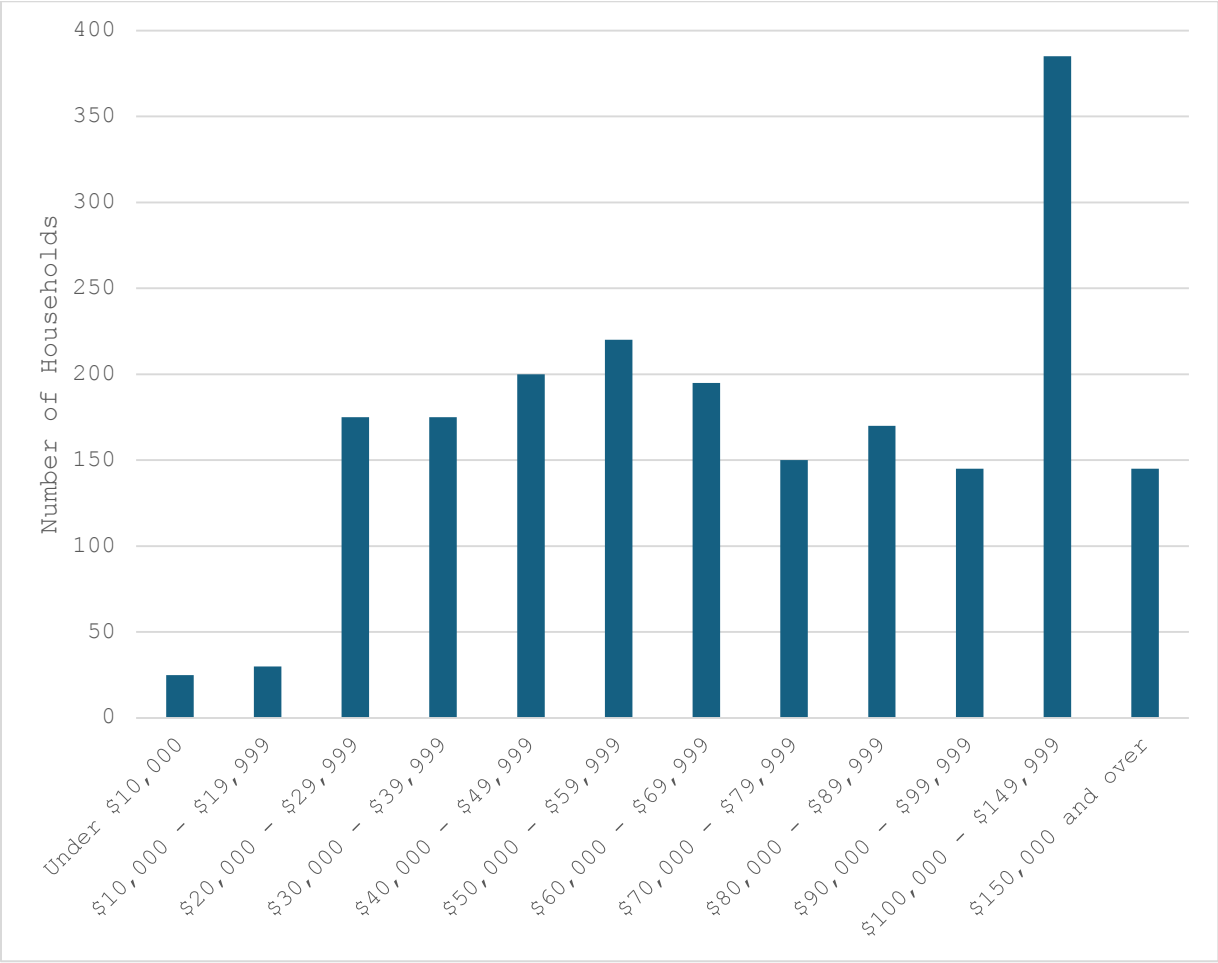


Figure 7 - Household After-tax Income, Didsbury, 2020

### Housing Adequacy

Housing indicators play a critical role in assessing housing issues across Canada. By analysing certain housing indicators, it can give insight into the adequacy, affordability, and suitability of housing in a community. Further, it can help to understand the anticipated changes in housing needs over time and the differences across communities. Housing indicators show when households are not meeting the following housing standards:

- Adequate housing is reported by their residents as not requiring any major repairs.
- Affordable housing costs less than 30% of total before-tax household income.
- Suitable housing has enough bedrooms for the size and composition of resident households according to National Occupancy Standard (NOS) requirements.

CMHC defines Core Housing Need as a household whose housing does not meet the minimum requirements of at least one of the adequacy, affordability, or suitability indicators.

Table 4 outlines the general affordability characteristics of housing by tenure. It is noteworthy that the 2021 census reported 28.2% of renter-occupied households (a considerable decrease from 43.6% in 2016) and 15.4% of owner-occupied households (up from 13.5% in 2016) were spending 30% or more of their

income on shelter. There are variables outside simply correlating this to the scale and type of residential growth (i.e., changes to interest rates that affect mortgage payments), but the general lack of a supply of housing options and rental units constricts availability and incremental changes to housing costs can have considerable impacts on lower income households. The 2016 Census did not disaggregate core housing need indicators by tenure, but the total percentage of households reporting core housing need decreased from 9.0% in 2016 to 5.0% in 2021, likely because of the considerable decline in renter households spending greater than 30% of their income on housing.

Indicator	Owner		Renter	
	2016	2021	2016	2021
Spend >30% of Income	13.5%	15.4%	43.6%	28.2%
Reporting Core Need	NA	4.5%	NA	6.1%
Median Monthly Costs	\$1,222	\$1,160	\$1,145	\$1,240
Core Need Indicators	2016		2021	
Core Need	9.0%		5.0%	
Inadequate	6.2%		5.9%	
Unaffordable	19.3%		18.6%	
Unsuitable	1.5%		4.1%	

Table 4 - Affordable Costs per income bracket based on 30% affordability index

**Table 5** indicates the range of costs that households could spend on housing based on their income bracket and maintaining spending within the affordability index. For each of the defined income brackets, the affordable cost represents what they could reasonably afford on a per month basis, ensuring they do not spend more than 30% of their total income. There is no specific data to reliably quantify the cost of housing in the Town. Census data is largely unreliable as the costs are solely reported by those willing to respond and not based on data beyond the respondent's perspective of the value of their home. Given the small sample size of available rental units and the volatility of rental rates, the rental costs are unreliable as a true indicator of affordability.

While reported housing costs are unreliable and not a true indicator of housing adequacy, exploring broader anecdotal evidence can paint a broader picture of the costs of housing in the Town. In reviewing the list price of single-family homes over the last six-month period, the median cost has consistently ranged between \$500,000 - \$550,000. While limited, there are alternative housing products available (i.e., semi-detached and row houses) that have consistently ranged between \$315,000 and \$345,000.

When considering the impact to affordability of median house costs at over \$500,000, this translates to a projected monthly mortgage payment of approximately \$2,300. There are many variables that contribute to this cost, however projecting a down payment of 20%, with a loan term of 25 years at a 5% interest rate, this is a reasonable projection. For the alternative housing products available (i.e., semi-detached and row houses), assuming a smaller down payment, the projected monthly mortgage payments are approximately \$1,900.

This only represents the mortgage portion of housing costs and does not factor in taxes, insurance, or utility costs, which are all factors that help determine affordability relative to spending no more than 30%

of total income on housing. When comparing the projected monthly mortgage costs to the relationship to income in Error! Reference source not found., the cost of housing is increasingly affordable to those in the higher income brackets earning approximately \$80,000 for row houses and over \$90,000 for single-family homes.

Average Affordability for housing per income bracket			
	Affordable Monthly Cost	Income Bracket	Affordable Monthly Cost
Under \$5,000	\$ 125.00	\$45,000 to \$49,999	\$ 1,187.50
\$5,000 to \$9,999	\$ 187.50	\$50,000 to \$59,999	\$ 1,375.00
\$10,000 to \$14,999	\$ 312.50	\$60,000 to \$69,999	\$ 1,625.00
\$15,000 to \$19,999	\$ 437.50	\$70,000 to \$79,999	\$ 1,875.00
\$20,000 to \$24,999	\$ 562.50	\$80,000 to \$89,999	\$ 2,125.00
\$25,000 to \$29,999	\$ 687.50	\$90,000 to \$99,999	\$ 2,375.00
\$30,000 to \$34,999	\$ 812.50	\$100,000 to \$124,999	\$ 2,812.50
\$35,000 to \$39,999	\$ 937.50	\$125,000 to \$149,999	\$ 3,437.50
\$40,000 to \$44,999	\$ 1,062.50	\$150,000 and over	\$ 3,750.00

*Table 5 - Affordable Costs per income bracket based on 30% affordability index*

The biggest deficit in affordable housing in the Town is within low-income households, which are defined as earning between 21% - 50% of the median household income. This translates to an annual household income ranging from \$15,600 - \$39,000 and an affordable housing cost ranging from \$390 - \$975 per month. Of all households in the Town, 16.3% fall into the low-income category (330 households) and 28% (92 households) are considered in core housing need based on affordability.



## 3.0 KEY FINDINGS

### 3.1 POPULATION

#### KEY FINDINGS

- |   |  |
|---|--|
| 1 | While there has been a slight increase since the 2021 Census, shifting the overall trend, the population continues to age and without a population increase through migration, the senior cohort will continue to grow, and the youth cohorts will continue to shrink. This will have a considerable impact on future service delivery and without alternative housing options, it could lead to a greater percentage of the aging cohorts to leave the community prematurely. |
|---|--|

### 3.2 EMPLOYMENT

#### KEY FINDINGS

- |   |  |
|---|--|
| 1 | The declining population trend has impacts beyond housing. As the age cohorts between 34-55 shrink, this decreases the local labour force, which limits the ability to attract and retain business and industry.   |
| 2 | The composition of the housing stock (i.e., high occupancy rates, majority single-family, limited rental options, etc.) will act as a barrier for certain types of businesses to relocate or expand in the Town. From an Economic Development perspective, any strategy tied to business retention, expansion, and attraction need to be connected to the diversity of housing opportunities and their role in attracting certain types of businesses/employees. |

3	While the commuting pattern is relatively balanced between employees travelling out of and into Town, this introduces questions around a lack of diverse employment options that would keep the commuters who leave from finding local employment as well as a lack of housing options that may be preventing those that commute in from choosing Didsbury as their home.
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### 3.3 MUNICIPAL FINANCE

KEY FINDINGS	
1	Municipalities experience fiscal uncertainties and have limited sources of revenue. They aim to avoid placing an undue burden on local citizens, resulting in a need to balance the tax base between residential and non-residential sources of revenue. This highlights the links between economic development and housing and the importance of generating revenue from non-residential sources. This is connected to the diversity of housing, which supports the diversification and expansion of local economic activity.
2	In addition to discussions about the residential to non-residential tax ratio, we must engage in more informed conversations regarding density and its impact on the productive use of available land. The ongoing debate between achieving higher density and character is prevalent in communities seeking to attract new development. However, the dialogue surrounding density should better address effective use of land when houses are the primary developments.

### 3.4 HOUSING

KEY FINDINGS	
1	The combination of high occupancy rates, high percentage of owner-occupied housing, and a lack of alternatives to single-family homes impacts the supply, and affordability, of rental housing options. As this pattern continues it will increasingly impact lower-income households and increasingly make it harder for local employees, particularly those in the retail and service industries, to afford to live where they work.
2	There is over 43% of existing units that were built prior to 1980, over 13% of which were built prior to 1960. This in itself is not a significant challenge. When combined with the correlation to the age of the householder, it starts to paint a different picture, particularly the older the house and the householder are. As the householder continues to age, there will come a point where they can no longer occupy their current home and will need to seek alternatives. Depending on the age and condition of the home, the ability to sell may be limited.
3	As a subset to the potential for vacated older homes, these areas tend to see declines in total assessment (i.e., their ability to generate revenue for the town diminishes over time), while they are often in neighbourhoods that have some of the oldest infrastructure in the town. Unchecked, this poses potential risk for municipalities as they see declining revenue in neighbourhoods that are seeing increasing potential for stagnant circulation of homeownership, while needing major infrastructure replacement within the foreseeable future.
4	The proportion of senior-aged population continues to grow who will all need some form of transitional housing that is largely unavailable in the community. Without a broader

	diversity of supply locally, this cohort will be forced to relocated outside the Town as they look to transition.
5	The increasing costs for owner-occupied households have the potential to continue impacting the affordability of the housing stock relative to the affordability index (i.e., spending more than 30% of income on housing costs). The total percentage of owner-occupied households spending over 30% of their income on housing went up between the 2016 and 2021 Census years, and 15.3% of households are spending more than 30% of their income on housing.

## 4.0 MOVING FORWARD

The intent of the analysis was to simply paint a picture of the current state of the community through a lens focused on housing, understanding its importance for the healthy evolution of Didsbury and the interconnections with so many other parts of the community. While there were a variety of individual indicators that make up this specific lens, the overall theme is that growth has largely stagnated over the last decade that has stalled any momentum for an expanded housing stock that has led to misalignment with the evolution of the demographic composition.

The Town’s sphere of influence is limited, and housing considerations include external forces beyond the Town’s control but identifying what matters will help establish direction for what can be done now to help set the stage for the long-term strength and health of Didsbury. There is often a sentiment among local governments that “if you’re not growing, you’re dying”, but not all growth is created equal and the short-term revenue that comes with new housing developments has other implications that often go unmitigated.

No single strategy or action will erase all challenges, nor will the Town ever “arrive” in a perfect state. The complexity of housing may require multiple strategies and actions applied concurrently to alter the characteristics of the system, which could then trigger the need for a new approach. The following represent a series of strategic directions that suggest paths forward to evaluate and monitor changes to the housing stock over time relative to the key findings from this preliminary analysis.



## 4.1 ALIGNING DEMOGRAPHIC COMPOSITION WITH HOUSING OPTIONS

The percentage share of the population represented by the 65+ age cohort continues to grow. As this cohort increases in number the mismatch between the expanding population and the availability of suitable housing that would allow for different types of transitions becomes more apparent.

### Strategic Directions

1. Continue to coordinate with Senior's housing providers advocating for continued investment in opportunities for people to age in place in the community.
2. Target partnership opportunities with developers that focus on housing types (i.e., accessible multi-family housing) that could support senior transitions as well as provide a supply for households seeking smaller purchase or rental options.

## 4.2 DIVERSIFYING HOUSING STOCK

The composition of the housing stock is heavily reliant on owner-occupied, single-family options. As housing is increasingly connected to broader community development initiatives, new development proposals need to be viewed through the lens of contributing to the diversity of options.

### Strategic Directions

1. The new MDP has established a minimum density requirement for new development. As the Town evaluates any new ASP, or proposed amendment to an existing ASP, part of the consideration for evaluating the development concept should include an assessment of how the proposal contributes to diversifying the housing stock.

## 4.3 CONSIDER HOUSING AND ASSET MANAGEMENT CONNECTION

The location, timing, and methods of community development directly influence its fiscal health. It is crucial to understand the economic constraints that these development patterns impose in order to build a fiscally sustainable community. The economics of land use, broadly speaking, involve how various development patterns generate revenue for the Town, while also recognizing that they incur costs and liabilities through required services and infrastructure maintenance over time. For long-term financial sustainability, the development pattern must produce adequate revenue to cover the costs of services and infrastructure, not only in the present but also in the future.

### Strategic Directions

1. As part of the emerging asset management practice with the Town, consider mapping clusters of the oldest housing areas to establish a more complete picture of the relationship between tax revenue from residential areas relative to anticipated infrastructure replacement costs.
2. When evaluating a new ASP, or proposed amendment to an existing ASP, part of the evaluation associated with diversifying housing options should include an assessment of how the proposed development concept makes a positive contribution to the Town's fiscal health.

## 4.4 INCREMENTAL INFILL DEVELOPMENT

Future development will not solely consist of new neighbourhoods created through large, multi-lot subdivisions as outlined in Area Structure Plans. Over time, as the existing housing stock in older neighbourhoods ages, there will be incremental opportunities for infill and redevelopment. Change in these areas is inevitable; however, any redevelopment should be carefully considered regarding its scale and character, particularly with respect to its impact on adjacent developments and existing infrastructure networks.

### Strategic Directions

1. Establish a vacant lands inventory within core neighbourhoods and create a development suitability prioritization matrix that layers key criteria (i.e., unencumbered, land use in place, ease of access to street/alley, condition of adjacent infrastructure networks, etc.) in a format that illustrates a hierarchy of parcels that can support infill and a gentle increase in density that does not negatively impact adjacent development.
2. The new MDP has an increased focus on infill in existing neighbourhoods and vacant lands. As the Town continues to explore citizen and business attraction efforts through a variety of initiatives, part of the strategy should also focus on incremental, small-scale development that can generate strong benefits to the individual neighbourhoods (enhanced housing options) and the Town (more fiscally productive use of vacant lands)



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

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: February 11, 2025  
SUBJECT: January 28, 2025 Regular Council Meeting Minutes  
ORIGINATING DEPARTMENT: Legislative Services

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### **BACKGROUND/PROPOSAL:**

The minutes of the January 28, 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 January 28, 2025 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting held on  
Held on January 28, 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 Chief Administrative Officer, Ethan Gorner  
ACAO/Chief Financial Officer, Amanda Riley  
Manager of Public Works, Adam Johnston  
Legislative Services Coordinator/Recording Officer, Jocelyn Baxter

**1. CALL TO ORDER**

Mayor Hunter called the January 28, 2025 Regular Council meeting to order at 6:00 p.m.

**2. ADOPTION OF THE AGENDA**

*Addition of Item 8.3 – 2025 Budget Meeting Date  
Addition of Item 12.4 - Regional Policing Model Study  
Addition of Item 9 – Business Arising from Delegations*

**Res. 031-25**

MOVED by Deputy Mayor Engel

To adopt the January 28, 2025 Regular Council Meeting Agenda as amended.

**Motion Carried**

**3. DELEGATIONS/PRESENTATIONS**

**3.1 K. Windsor**

**Res. 032-25**

MOVED by Councillor Windsor

To thank Mrs. Kathleen Windsor for her presentation on 2134 22 Street, Old Didsbury High School site.

**Motion Carried**

**4. ADOPTION OF MINUTES**

**4.1 January 14, 2025 Regular Council Meeting Minutes**

**Res. 033-25**

MOVED by Deputy Mayor Engel

To adopt the January 14, 2025 Regular Council Meeting Minutes as amended.

**Motion Carried**

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

**6. CAO REPORT**

**Res. 034-25**

MOVED by Councillor Baswick

To accept the Chief Administrative Officer's Report for January 28, 2025 as information.

**Motion Carried**

**7. BYLAWS & POLICIES**

**7.1 COUN 001-24 Council Remuneration and Professional Development Policy**

**Res. 035-25**

MOVED by Deputy Mayor Engel

To refer COUN 001-24 Council Professional Development and Remuneration Policy to the Financial Planning Committee for financial 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**

**7.2 Bylaw 2025-02 Municipal Planning Commission**

**Res. 036-25**

MOVED by Deputy Mayor Engel

That Council grant first reading to Municipal Planning Commission Bylaw 2025-02 and refer it to the Policy and Governance Committee for review and recommendation back 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. BUSINESS**

**8.1 Bank Signing Authorities**

**Res. 037-25**

MOVED by Councillor Windsor

To rescind Resolution #327-22 (Town of Didsbury Bank Signing Authorities).

	<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. 038-25**

MOVED by Councillor Windsor

To appoint the Town of Didsbury Bank Signing Authorities as follows:

- Mayor Rhonda Hunter
- Deputy Mayor Curtis (Curt) Engel
- Councillor John Baswick
- Councillor Dorothy Moore
- Councillor William (Bill) Windsor
- Chief Administrative Officer Ethan Gorner
- Chief Financial Officer Amanda Riley
- Manager of Financial Services Shannon Milligan

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

**Motion Carried**

**8.2 2025 Council Appointments Amendment**

**Res. 039-25**

MOVED by Councillor Moore

To appoint Councillor Bill Windsor as the second alternate to the Municipal Planning Commission.

	<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 2025 Budget Meeting Dates**

**Res. 040-25**

MOVED by Deputy Mayor Engel

To approve the cancellation of the February 10, 2025 Budget Meeting Date.

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

**Motion Carried**

**9. BUSINESS ARISING FROM DELEGATION**

**Res. 041-25**

MOVED by Councillor Windsor

To refer the request to retain the property of 2134 22 Street to the Committee of the Whole 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**

**Res. 042-25**

MOVED by Councillor Windsor

To add the topic of 2134 22 Street to the February 11, 2024 Regular Council Meeting Agenda for discussion.

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

**Motion Carried**

**10. COUNCIL REPORTS AND MEETING HIGHLIGHTS**

**10.1 Council Reports for January 28, 2025**

**Res. 043-25**

MOVED by Deputy Mayor Engel

To accept the Council Reports for January 28, 2025 as information.

**Motion Carried**

Council Meeting Highlights

- CAO Report



**11. CORRESPONDENCE & INFORMATION**

**Res. 044-25**

MOVED by Councillor Moore  
To accept the correspondence as information.  
**Motion Carried**

**Res. 045-25**

MOVED by Deputy Mayor Engel  
To provide a raffle prize to the Carstairs Community Curling Club Junior Bonspiel in the amount of \$100 and include the addition of swag items for donation.  
**Motion Carried**

**12. QUESTION PERIOD**

**13. CLOSED MEETING**

**Res. 046-25**

MOVED by Councillor Windsor  
To go into Closed Meeting at 7:35 p.m. for the following items:  
12.1 Didsbury Memorial Complex Update - as per section 24 of the FOIP Act  
12.2 Mountain View Regional Water Services Commission - as per section 21 of the FOIP Act  
12.3 Strategic Visioning - as per sections 23 and 24 of the FOIP Act  
12.4 Regional Policing Model Study (addition)  
12.4 Cultural Assessment Information - as per section 24 of the FOIP Act  
12.5 CAO Performance Appraisal - as per section 17 of the FOIP Act

**Motion Carried**

**14. RECONVENE**

**Res. 047-25**

MOVED by Councillor Windsor  
To return to open meeting at 9:56 p.m.  
**Motion Carried**

**Res. 048-25**

MOVED by Councillor Baswick  
To accept the Didsbury Memorial Complex 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. 049-25**

MOVED by Councillor Windsor  
To draft a letter to the Mountain View Regional Water Services Commission to address Council's concerns with the Member Community Water Connection Policy and bring the letter back to the February 11, 2024 Regular Council Meeting for review.

	<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. 050-25**

MOVED by Deputy Mayor Engel

To accept the Strategic Visioning 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. 051-25**

MOVED by Councillor Baswick

To accept the Regional Policing Model Study 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. 052-25**

MOVED by Councillor Moore

That Mayor Hunter and Councillor Moore obtain three cultural assessment options for Council's earliest possible consideration, and that upon receipt of the appropriate labour information, and within a maximum of thirty days, the cultural assessment will proceed and will be funded within the 2025 operating budget.

	<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. 053-25**

MOVED by Councillor Windsor

That Council direct Mayor Hunter and Councillor Moore to obtain legal advice on the timeline on doing a cultural assessment to be funded from the 2025 Operating Budget and that the information be brought to a Regular Council Meeting.

	<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. 054-25**

MOVED by Councillor Engel

To accept the CAO Performance Appraisal update be accepted 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**

**15. ADJOURNMENT**

**Res. 055-25**

MOVED by Councillor Moore

To adjourn the January 28, 2025 Regular Council Meeting at 10:00 p.m.

**Motion Carried**

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Mayor - Rhonda Hunter

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Chief Administrative Officer- Ethan Gerner



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: February 11, 2025  
SUBJECT: Housing Needs Assessment  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

In the Delegations/Presentations portion of the agenda, Council heard the presentation on the Housing Needs Assessment developed by Urban Systems.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Should Council wish to review the document further, Administration is recommending that the document be referred to the Committee of the Whole. A date for the next Committee of the Whole meeting will be set later in the Council Agenda.

Council may also take the opportunity to ask additional questions to bring back information to the Committee of the Whole or a Regularly Scheduled Council Meeting.

### ALIGNMENT WITH STRATEGIC PLAN

#### 4. Liveability

### RECOMMENDATION

A motion at Council's discretion.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: February 11, 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 February 11, 2024

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

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

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the Chief Administrative Officer Report for February 11, 2025 as information.



# CAO Report – February 11, 2025

## 1. Development Report as of February 3, 2025

Please find the attached Development Report as of February 3, 2025.

## 2. 2025 Maple Leaf Exchange Program – Miki Town Delegation Update

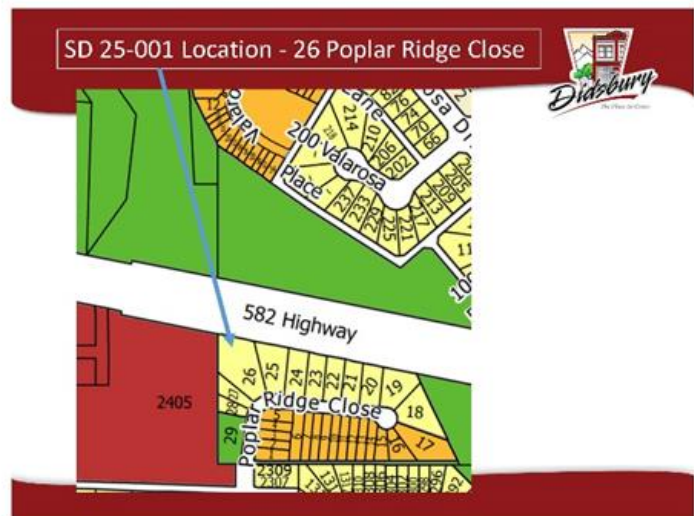
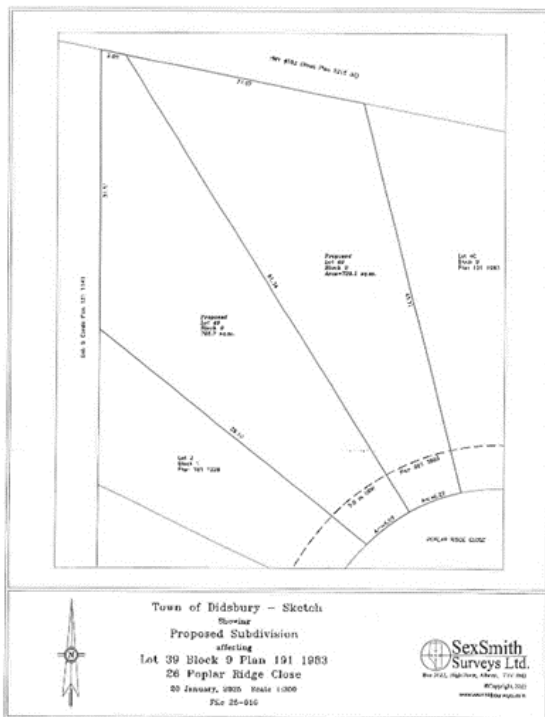
The Miki Town Delegation will be in Didsbury from Friday, March 21 to Wednesday, March 26, 2025. The Town is still in need of a minimum of **eleven (11) host families** to take in at least one student. While families that have children are encouraged to apply, we are now opening up applications to families that do not have students at Westglen School.

The delegation arrives on Friday night whereby they are welcomed and introduced to their host families at a Welcome Dinner at the Multi-Purpose Room. Throughout the next four days, they will spend time with their host families and at the school experiencing Didsbury and the surrounding area before Tuesday night where they have their Sayonara Party.

We require that all applicants submit an application form and that all adults in the household submit a vulnerable sector check. Those interested in applying or looking to inquire about the program are encouraged to visit the [Town of Didsbury website!](#)

## 3. Planning Update

Planning has received a new application for subdivision. The proposal is to subdivide the existing lot into two similar-sized lots. The property is currently zoned R2: Residential District General and is currently undeveloped.



**4. Suncor Brownfield Project Update**

Administration is currently in ongoing and continued communication with Suncor regarding the Brownfield. Suncor is working on a beautification plan that they hope to implement in May, 2025.

**5. Occupational Health Safety (OHS) Visit**

On January 15, 2025 Alberta OHS visited the Didsbury Memorial Complex Arena following news reports on the condenser leak and wanted to carry out a spot inspection.

They inspected not only the arena but the pool as well and were impressed with the Town's overall OHS program including our policies & procedures we have in place, the training we offer our staff, our competency records, the due diligence of our checklist & record keeping as well as the conditional in which we maintain our facility.

We're all very pleased with the report and continue to maintain the health and safety of Town of Didsbury staff and patrons to the highest standard.

**6. CUPE Application For Certification – Labour Board Ruling**

The Alberta Labour Board recently ruled on the disputed CUPE application for certification. The Board's decision can be found here. They have ordered the counting of the vote.

<https://www.alrb.gov.ab.ca/decisions/CR-06209.pdf>

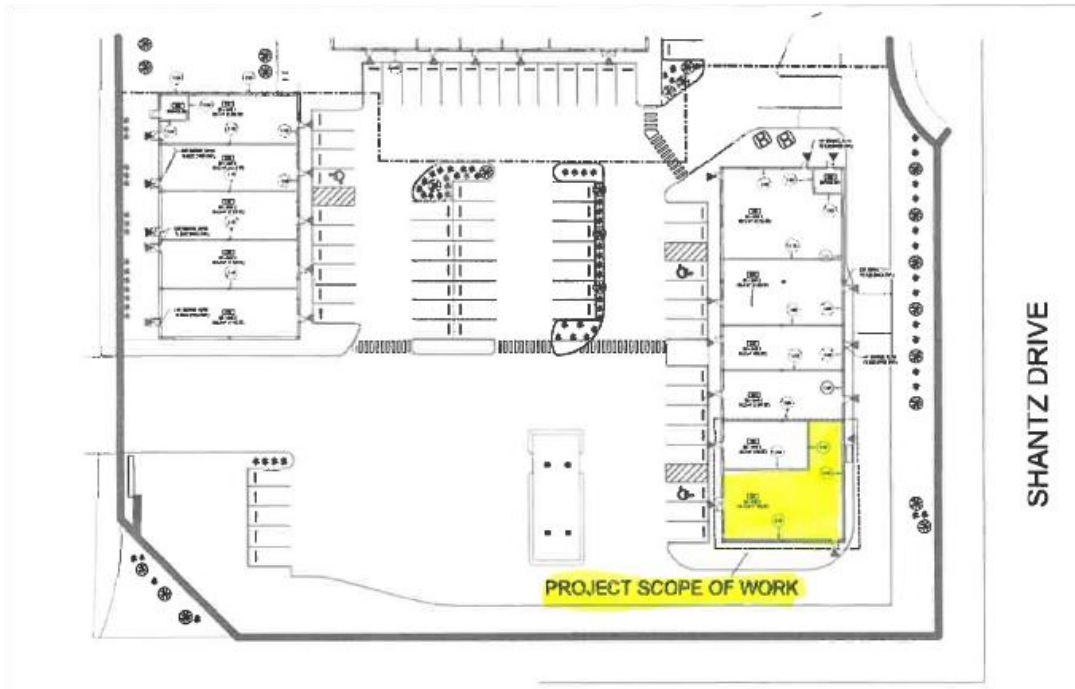
## CAO Report as February 3, 2025: Planning & Development

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 25-004	360, 800 Shantz Drive	Change of Use: Retail (Small) Convenience Store	Filmanwale Constructions (a) Developments 2 Inc. (o)	Jan 23, 2025

**DP 25-004:** This Permit is for a convenience store that offers hot food such as pizza and wings inside the convenience store



### **Municipal Planning Commission (Discretionary Use) Decisions:**

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE	APPEAL PERIOD ENDS

*Next MPC Meeting is scheduled for Feb 12, 2025 for a Home Occupation Application*





# REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: February 11, 2025  
 SUBJECT: 2134 22 Street Future - Old High School Lands  
 ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

At the January 28, 2025 Regular Council Meeting, Council heard a delegation presentation requesting that Council consider retaining the property commonly referred to as the Old Didsbury High School Lands for use as a public park. Council then resolved to refer this item to Committee of the Whole and also to add to the February 11, 2024 meeting for the opportunity for Council to identify the information they would like to have brought back for them as they consider this item, in consideration of the recent delegation presentation.

Council had previously listed the land for sale. In consideration of proposals, Council had discussed different options for the land, and had at the time decided to wait until the development of a land sale policy. Council has since now approved *COUN 011-24 Sale, Acquisition, and Expropriation of Land Policy*, which clearly outlines a process for the disposal of town-owned land and information that shall be brought to Council should Council wish to consider any town-owned lands to be put up for sale.

The policy stipulates that Council shall identify, by resolution, the lands that are to be considered or listed for sale. After such time, Administration will undertake a property appraisal and/or valuation and bring a report back to Council with the following: a brief description of the relevant information of the property; assessment information; land zoning information; and land title information. The policy can be found on the [Town of Didsbury Website here](#).

Furthermore, Council is being asked to set a date and time for the next Committee of the Whole meeting. It is recommended that a time be set for just prior to a Regular Council Meeting to ensure availability of Council members. Depending on how much information Council is requesting, Council could hold the next Committee of the Whole meeting on either February 25, 2025 or March 11, 2025 at 4:30pm

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council is being asked to identify any information in relation to the site of the Old High School Lands that they would like to be provided to the Committee of the Whole.

The Committee of the Whole will then make a recommendation on the use of the lands, which will be brought back to Council for approval.

### ALIGNMENT WITH STRATEGIC PLAN

#### 2. Vibrant & Connected Character Community

### RECOMMENDATION

That the following information be provided to the next Committee of the Whole Meeting:

- 
- 
- 

AND

To set a Committee of the Whole Meeting for \_\_\_\_\_.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: February 11, 2025  
SUBJECT: Strategic Visioning Items  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

There are certain matters that have the potential to change or improve the current utilization of Town-owned properties and spaces, some of which have been identified as being of interest to Council in the past. There is an opportunity to give direction on these matters to aid in the fulfilment of Council's Strategic Plan, which identifies the exploration of options for outstanding matters such as vacant Town properties.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

#### Old Town Office

In informal discussions with the Didsbury Municipal Library, there have been conversations surrounding the possibility of making the Old Town Office space available to the Library for varying uses. The Old Town Office, which neighbours the library, utilizes some utilities already but may require additional operating costs to increase the functionality of the space.

Therefore, Administration is seeking Council's interest in exploring a further engagement with the library to inquire as to what their vision for use of the space would be and the operational and capital costs associated with the utilization of the additional space.

#### Film Props

Throughout the years, the Town has acquired and accumulated a variety of props from film producers that have visited and done business within the Town limits. The accumulated props were recently displayed when the Earptopia convention came to town in October 2024. Beyond that, the props are not currently displayed for public viewing, though options for doing so have been explored.

The property includes temporary signs, furniture, and some other various items. Some of the props are certainly interesting and do serve as a reminder of the creative industry's mark on the town. That being said, these props are designed and built as transitory assets and therefore are experiencing significant aesthetic and structural deterioration.

Administration is seeking Council's input on the possibility of disposing of the theatrical property (film props). If Council decides to dispose of the props it is recommended that this be referred to the Didsbury Economic Development Advisory Committee (DEDAC) for recommendation on disposal.

If Council desires to maintain ownership of any film props, it is recommended that this be referred to the Didsbury Economic Development Advisory Committee (DEDAC) to consider options for utilization of the props and for recommendation to Council.

#### Campground

In 2024, Council approved the discontinuation of winter camping at the campground. In addition to this change, Administration has considered the potential administration of the campground internally through the Parks department, to save money and streamline operations.

Administration is seeking Council's interest in exploring the internal administration of the campground and bring back budgetary and service level implications to the 2026 Budget discussions.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

### Golf Club Support

The Town of Didsbury Golf Course and the land on which the Club House sits is owned by the Town of Didsbury and leased to the Didsbury Golf Club which maintains the facility and operates the club. The Golf Course is a great asset to the Town of Didsbury and continues to be a highlight for visitor and tourism attraction.

In 2024, the Town of Didsbury Council and Administration met with the Didsbury Golf Club to tour the golf course and to discuss the future of the relationship between the Golf Club and the Town. In discussions, the possibility arose for Town staff to assist the Golf Club administratively pertaining to aspects of their long-term capital planning and grant applications to mutually support the long-term viability of the Golf Course and Club.

Administration is seeking to gather Council's interest in increasing the level of service provided to the Didsbury Golf Club to provide administrative assistance.

### Old Fire Hall (2101 19 Avenue)

Throughout this Council term, Council has reviewed and discussed a series of potential strategic initiatives as it pertains to the property of the Old Fire Hall. Previously discussed options included possible demolition, redevelopment, or repurposing. Currently, the Old Fire Hall is being utilized for public parking on the east-facing side of the building as well as occasional film production use in accordance with resolutions 235-23 and 603-23.

Given that Council recently passed the Sale, Acquisition, and Expropriation of Land Policy, Administration is seeking to clarify Council's desired utilization of this property. Should Council desire to consider selling the property, in accordance with the Policy, Council can identify that desire by motion. After such time, Administration would undertake a property appraisal which would be brought back to Council along with additional information as outlined in the policy. If there is no desire amongst Council to sell the land and property, then additional input regarding the future of the land and property would be discussed.

### ALIGNMENT WITH STRATEGIC PLAN

#### 3. Strong & Resilient Local Economy

#### RECOMMENDATION (five separate motions)

To explore and engage with the Didsbury Municipal Library as it pertains to the future potential utilization of the Old Town Office and bring back to Council a proposed plan from the library for the usage of the space and estimated operational and capital costs.

AND

To refer the discussion on the disposal of the film props to the Didsbury Economic Development Advisory Committee for review and recommendation back to Council.

AND

That Administration explore options pertaining to the internal administration of the campground and bring back budgetary and service level implications to the 2026 Budget discussions.

AND

To provide additional administrative support to the Didsbury Golf Club to help by way of ongoing advice and guidance.

AND

To explore the potential sale of 2101 19 Avenue and bring back information to Council as outlined in COUN 001-24 Sale, Acquisition, and Expropriation of Land Policy.



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

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

**MEETING DATE:** February 11, 2025  
**SUBJECT:** Establishment of Municipal Planning Commission Bylaw 2025-02  
Review Ad-Hoc Committee  
**ORIGINATING DEPARTMENT:** Legislative Services

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**BACKGROUND/PROPOSAL:**

At the January 28, 2025 Regular Council Meeting, Council granted first reading to Municipal Planning Commission Bylaw 2025-02 and referred it to the Policy and Governance Committee for review and recommendation.

At the January 29, 2025 Policy and Governance Committee meeting, the Committee expressed at desire for an ad hoc committee to be formed to review the MPC bylaw, while they are engaged in reviewing other outstanding policies and bylaws that have been referred to the Committee for development or review.

Therefore, it is the recommendation of the Policy and Governance Committee that Council consider establishing an Ad Hoc Committee for the specific purpose of reviewing the Municipal Planning Commission Bylaw 2025-02.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

In accordance with the Committees Bylaw 2023-20, Council may establish Ad Hoc Committees for the purpose of reviewing a specific issue. The composition of the Ad Hoc Committee is at the discretion of Council. There is no chair or vice-chair but is facilitated by Administration. The Mayor may be a member of the Committee if appointed by Council.

The Policy & Governance Committee is comprised of Deputy Mayor Engel (Chair) and Councillor Windsor. Therefore, it is recommended that this ad hoc committee be comprised of two of the remaining councillors: Mayor Hunter, Councillor Baswick, Councillor Moore

**ALIGNMENT WITH STRATEGIC PLAN**

**5. Governance & Organizational Excellence**

**RECOMMENDATION** (two motions)

To establish an Ad Hoc Committee for the purpose of reviewing and making recommendations on Municipal Planning Commission Bylaw 2025-02.

AND

To appoint \_\_\_\_\_ and \_\_\_\_\_ to the Municipal Planning Commission Bylaw 2025-02 Review Ad Hoc Committee.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: February 11, 2025  
SUBJECT: Didsbury Five-O Club Projects Update  
ORIGINATING DEPARTMENT: Legislative Services

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### BACKGROUND/PROPOSAL:

At the June 25, 2024 Regular Council Meeting, Council resolved to include the Five-O Club Accessibility Projects, including the porch lift, washroom, and floor leveling, as outlined, in the draft 2025 Capital Budget (Res. 435-24).

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

After ongoing communication, we received an email from the Didsbury Five-O Club President and Treasurer on February 5<sup>th</sup>, 2025 stating a revision to the original request. Rather than requesting varying structural improvement upgrades to adjust accessibility in the building, the Five-O Club is making two requests.

1. That the upper floor walls, bathroom, and front entrance be painted.
2. That the peg boards on the east-side of the front entrance be removed and that a boot rack be added.

These requests can be undertaken in 2025 with no significant additional financial implications. The 2025 draft operating budget includes \$6,000 for Five-O Club maintenance. It is expected that the additional repairs and maintenance requests are able to accomplished within the 2025 draft operating budget line item for 5-0 Club maintenance.

### ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

### RECOMMENDATION

To accept the correspondence from the Didsbury Five-O Club Lawn Bowling Facility as information.

Didsbury Five-O Curling Club

Box 1228

[REDACTED]

Attention:

Mayor and Council

Didsbury, AB

We have revised our request for what is needed to be upgraded in our curling building.

1. We would like the entire upper floor walls painted including both bathrooms and front entrance.
2. At the front entrance of the building we would like the peg boards on the east side removed and a type of large rack put up, so you can hang our boots and shoes. We have approx. 40 members coming and going at any given time, so we do not want to trip over the foot wear.

I hope this meets with your approval.

Respectfully,

Wayne Moench [REDACTED]

Brenda Prohl [REDACTED]



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: February 11, 2025  
SUBJECT: DEDAC New Member Appointment  
ORIGINATING DEPARTMENT: Economic Development & Strategic Operations

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### BACKGROUND/PROPOSAL:

The Didsbury Economic Development Advisory Committee (DEDAC) is recommending the appointment of a new member to the DEDAC for Council's consideration.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Town received an application for the Economic Development Advisory Committee from Jesse Argueta, a real estate agent in Didsbury.

The DEDAC members reviewed Jesse Argueta's application and considered his expertise a great asset. Jesse, a Didsbury resident, has been very successful in selling real estate in Didsbury and just recently acquired his commercial real estate licence. He also has a strong background in finance and owned dealerships for the past 17 years. The members of the DEDAC strongly believe that Jesse Argueta will complement the current members of the committee due to his background. He will bring experience of the real estate industry, residential and commercial to DEDAC.

### ALIGNMENT WITH STRATEGIC PLAN

#### 3. Strong & Resilient Local Economy

### RECOMMENDATION

To appoint Jesse Argueta as a new member to the Didsbury Economic Development Advisory Committee.



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

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: February 11, 2025  
 SUBJECT: February 11, 2025 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 January 14, 2025 Regular Council Meeting, Council requested that the 2024 Council Expense Claims and 2024 Professional Development be brought back to Council for review.

	Professional Development	Remuneration & Expenses
Mayor Hunter, Rhonda	\$6,043.36	\$43,775.89
Deputy Mayor Engel, Curt	\$0.00	\$23,054.25
Councillor Baswick, John	\$1,970.20	\$21,173.77
Councillor McCoy, Joyce*	\$5,330.66	\$17,669.32
Councillor Moore, Dorothy	\$2,430.49	\$23,795.55
Councillor Williams, Ethan**	\$775.00	\$19,832.46
Councillor Windsor, Bill	\$3,099.19	\$27,779.87

\*Resigned from Council on September 23, 2024

\*\*Resigned from Council on November 20, 2024

Included in the Expense portion of the report is Council’s honorarium, internet per diem, hourly remuneration and mileage expenses for attendance at Council-assigned committees/boards, mileage, miscellaneous expenses for meals, as well as hourly remuneration for attendance at professional development opportunities. Professional Development expenses include costs related to registration, travel, and subsistence for attendance at professional development undertakings.

Notably different from the previous report is the exclusion of the professional development individualized budget amounts. The reason for this is that those amounts are not formalized within the Council Professional Development and Remuneration Policy and therefore have been excluded.

The numbers pertaining to expenses above will differ from those presented in the audited financial statement due to the adjustments made for CPP, benefits, and other reporting requirements.





## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

### Upcoming Council Professional Development

Alberta Municipalities Spring Leaders Caucus & President's Summit on Civility -  
March 5 - 7, 2025

Mayor Hunter, Rhonda

Councillor Baswick, John

Councillor Moore, Dorothy

Councillor Windsor, Bill

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the February 11, 2024 Council Reports as information.