



**TOWN OF DIDSBURY AGENDA
Regular Council Meeting**

**Tuesday, May 28, 2024, 6:00 pm
Council Chambers 1606 14 Street**

	Pages
1. <u>CALL TO ORDER</u>	
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11. <u>QUESTION PERIOD</u>	
12. <u>CLOSED MEETING</u>	
12.1 Organizational Update - as per Section 24 of the FOIP Act	
12.2 2134 22 Street as per Section 16 and 25 of the FOIP Act	
12.3 Central Alberta Economic Partnership Update - as per Section 21 and 25 of the FOIP Act	
12.4 Alberta Mid-sized Towns Mayors' Caucus Update - as per Section 21 of the FOIP Act	
12.5 Special Purpose Committee Update - as per Section 23 of the FOIP Act	

13. RECONVENE
14. ADJOURNMENT



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: Didsbury RCMP Fourth Quarter Report
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Staff Sergeant Stephen Browne, Commander of the Didsbury RCMP Detachment, will be presenting to Council the fourth quarter report for the Didsbury RCMP Detachment.

The RCMP's fiscal year runs April 1 to March 31; therefore, the fourth quarter report represents January 1 to March 31, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Didsbury Detachment. Please find attached the following reports:

- Municipal Overview – Human Resources
- Municipal Overview Financial / Operating and Maintenance
- Crime Statistics
 - January to December 2019 to 2023
 - January to March 2020-2024
 - January to March 2021 to 2024

Council will have the opportunity to ask questions following the presentation.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept Staff Sgt. Stephen Browne's Didsbury RCMP Detachment Fourth Quarter Report as information.



May 8, 2024

Mayor Rhonda Hunter
Town of Didsbury
Didsbury, Alberta.

Dear Mayor Hunter,

Please find the quarterly Community Policing Report attached that covers the January 1st to March 31st, 2024 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Didsbury Detachment.

I would also like to introduce you to Deputy Commissioner Rob Hill, the new Commanding Officer of the Alberta RCMP. Deputy Commissioner Hill has had a diverse and wide-ranging RCMP career, spanning from the Prairies to the Arctic, with positions along the way that have included Drugs Section in Winnipeg and as the former Detachment Commander of Stony Plain (now amalgamated in to Parkland). With public safety as the beacon guiding our operations, Deputy Commissioner Hill is focussed on community engagement; Reconciliation; employee wellness; and recruiting new police officers and retention. Deputy Commissioner Hill is proud to lead your Alberta RCMP and looks forward to meeting you in the future.

Your ongoing engagement and the feedback you provide guides our Detachment team, and supports the reinforcement of your policing priorities. I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Staff Sergeant Stephen Browne
Commander
Didsbury Detachment



RCMP Municipal Policing Report

Detachment Information

Name of Detachment
Didsbury (Town of Didsbury)

Name of Detachment Commander
Staff Sergeant Stephen Browne

Quarter Q4	Date of Report (yyyy-mm-dd) 2024-05-08	FTE Utilization Plan 2023/24
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Select Type of Policing Report

Municipal Policing Report Under
 Municipal Policing Report Over
 PPSA
 Coaldale

Community Consultations

Consultation No. 1

Date (yyyy-mm-dd)	Meeting Type
2024-03-20	Town Hall

Topics Discussed (this field expands)
Property Crime, Crime Reduction Initiatives, Traffic

Notes /Comments (this field expands)
Townhall Meeting at the Harmattan Community Hall in Mountainview County. Detachment Commanders from Sundre, Didsbury, and Olds Detachments in attendance. Additional attendees: SAD DANCO 2 S/Sgt. Akitt; Mountain View County CPO; Fish & Wild Life. 11 residents attended and participated in discussions involving the above noted topics.

Consultation No. 2

Date (yyyy-mm-dd)	Meeting Type
2024-03-26	Meeting with Stakeholder(s)

Topics Discussed (this field expands)
Regular reporting information sharing

Notes /Comments (this field expands)
Regional Policing Study - Virtual Kickoff Meeting. In attendance were the CAO's from Didsbury, Carstairs, Cremona, Mountain View County; Mayor of Carstairs, Reeve of MVC, SSgt. Browne and DO C/Supt. Nichols.

Consultation No. 3

Date (yyyy-mm-dd)	Meeting Type
2024-03-27	Meeting with Elected Officials

Topics Discussed (this field expands)
Annual Planning

Notes /Comments (this field expands)
Detachment Commander spoke to the Didsbury Mayor and Counsel regarding the proposed 2024/25 policing priorities.



Community Priorities

Priority No. 1

Priority (this field expands)

Focus on Major/Serious Criminal Investigations

Current Status and Results (this field expands)

During Q4, seven (7) criminal investigations resulted in persons being charged.

- 2024-01-08 Assault causing bodily harm - 1 adult male charged
 - Uttering threats
 - Choking to overcome
- 2024-01-17 Abandon Child - 1 adult female charged
 - Resist arrest
- 2024-01-29 Assault - 1 adult male charged
- 2024-02-05 Assault w/ weapon x 3 (Domestic/Child Abuse) 1 adult male charged
 - Uttering threats x 3
- 2024-02-10 Assault - 1 adult male charged
- 2024-02-20 Uttering threats - 1 adult male charged
- 2024-02-22 Assault w/ weapon (Child Abuse) - 1 adult male charged
 - Uttering threats
 - Assault x 2

Priority No. 2

Priority (this field expands)

Opioid and Fentanyl Drug Enforcement/Education

Current Status and Results (this field expands)

During Q4, the Didsbury RCMP investigated three possession of controlled substances files. Charges were laid on one of these files as there were victims as a result of the drug use other than the user themselves. The user was spoken to about the negatives of their use of the controlled substance and offered options to help combat addiction. In the other two files no charges were laid as the drug quantity found was very small, instead an educative approach was taken. Police took steps to further positive relationships with these two regular clients in hopes that trust could be built. Police know that regular users of controlled substances are often not interested in taking advice from police but are hoping that by building trust these addicts will be more receptive to the offered access, by police, to these addiction services. Members of the Didsbury RCMP make options available to people in cells who are suffering from withdrawal symptoms to seek medical help and counselling

Priority No. 3

Priority (this field expands)

Increased visibility in the community, including late evenings and early morning

Current Status and Results (this field expands)

During Q4 members continue to conduct targeted patrols within the Town of Didsbury. Members conduct vehicle contacts, MAS demands, bar walks and check stops. Patrols have been increased this quarter and as the weather gets nicer with spring and summer upon us it will get even busier for members within the Town of Didsbury. Members continue to be encouraged to be active in the community and engage with the public not just on an enforcement/educational level but on a personal/social level. Didsbury has some scheduled events occurring such as filming productions which brings lots of people to town. This will be monitored and members will be aware to



increases visibility during larger events. Traffic enforcement resulted in 1 Immediate Roadside Suspension (alcohol), thirty-eight (38) violation tickets for moving/non-moving, and liquor offences and two written warnings.



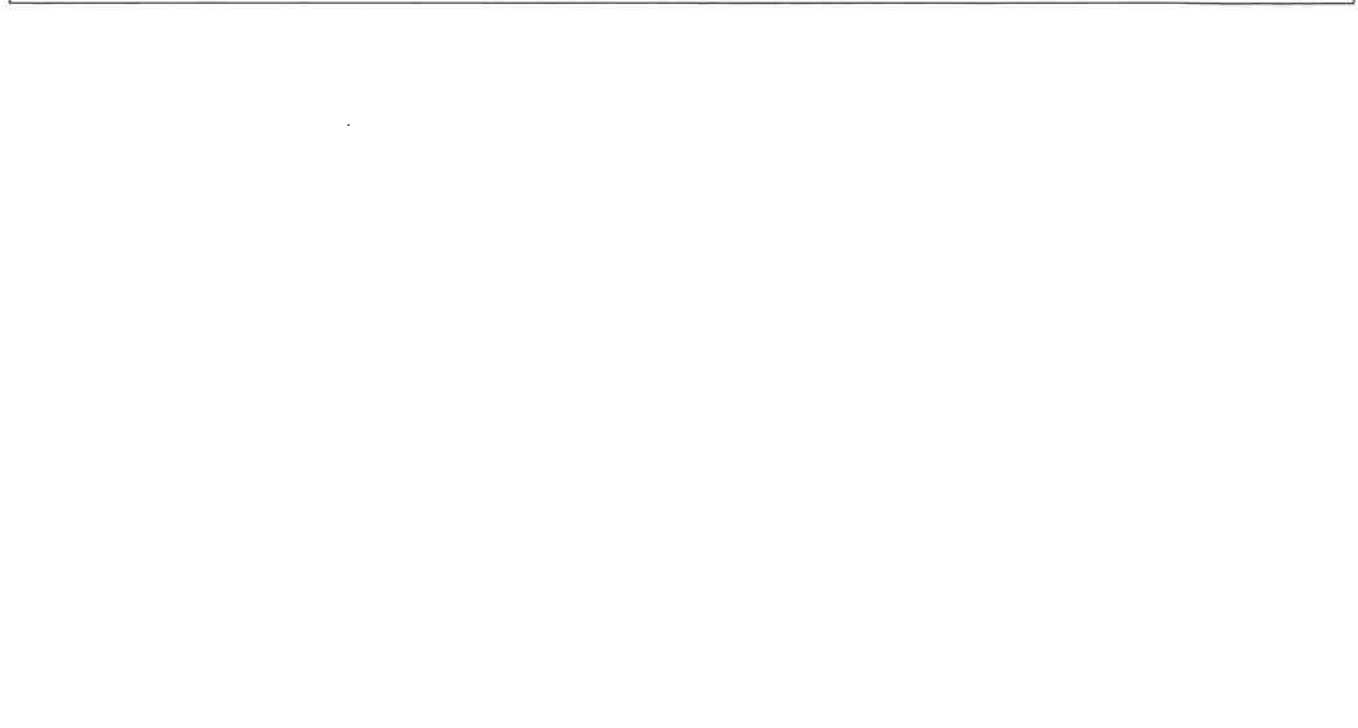
Crime Statistics¹

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

Category	January - March			January - December		
	2023	2024	% Change Year-over-Year	2022	2023	% Change Year-over-Year
Persons Crime	28	32	14.00%	95	113	19.00%
Property Crime	47	29	-38.00%	164	169	3.00%
Other Criminal Code	31	20	-35.00%	115	128	11.00%
Total Criminal Code	106	81	-24.00%	374	410	10.00%
Drugs Offences	6	3	-50.00%	10	18	80.00%
Other Federal Acts	6	5	-17.00%	17	20	18.00%
Other Provincial Acts	28	28	0.00%	153	113	-26.00%
Municipal By-Laws	3	3	0.00%	29	19	-34.00%
Motor Vehicle Collisions	16	26	63.00%	76	64	-16.00%
Provincial Code Traffic	53	70	32.00%	247	196	-21.00%
Other Traffic	1	0	-100.00%	3	2	-33.00%
Criminal Code Traffic	4	4	0.00%	8	21	163.00%
Total Traffic Offences	58	74	28.00%	258	219	-15.00%

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

Trend / Points of Interest (this field expands)





Municipal Overview: Human Resources²

Staffing Category	Established Positions	Working	Special Leave ³	Hard Vacancies ⁴	Revised Plan at Q4	2023/24 FTE Utilization Plan
Police Officers	4	3	1	0	3	4
Detachment Support	1	0		1		

2. Data extracted on March 31, 2024 and is subject to change.

3. Once members are placed on "Special Leave" (eg. Maternity/paternity, medical >30 days, leave without pay, graduated return to work) they are not included in the FTE count and their pay is not charged directly to each location. However, any salary expenditures associated with these employees while on leave is included as an "indirect cost" and billed within the Divisional Administration rate, charged to all contracts.

4. Hard vacancies reflect positions that do not have an employee attached and need to be filled.

Comments (this field expands)

Police Officers: Of the four established positions, three officers are currently working. There is one officer on special leave (Medical). There are no hard vacancies at this time. The Plan for Didsbury was based on 4 working officers. As of March 31st, the detachment was trending around 3.05 working officers, although this may adjust as HR transactions are finalized.



Municipal Overview: Financial/O&M

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

Municipal Overview	Year to Date Expenditures ⁵	Revised Plan at Q4	2023/24 Financial Plan
Divisionally Pooled Costs			
Pay	33,261,655	33,261,655	38,405,000
Equipment	2,039,867	2,941,950	4,234,584
Training	333,033	490,000	700,000
Unit Operations and Maintenance	3,169,509	3,550,000	3,715,536
Other	32,309	35,108	41,200
Indirect Costs	22,645,039	22,665,484	25,155,844
Total Direct Costs at 100%	38,877,369	40,278,713	47,096,320
Cost Per Member at 70%	148,640	151,871	153,190
Location Specific Costs			
Extra Duty Pay	29,700	40,000	46,000
Commissionaire (guarding)	7,880	12,000	15,000
Public Service Employee Pay			
Accommodation			
Total Location Specific Costs at 100%	37,670	52,000	61,000
Total Costs After Final Adjustments (at applicable cost share)	481,733	506,270	665,795

5. Includes expenditures up to March 31, 2024.

Comments (this field expands)
 Your financial Forecast for 2023/24 was adjusted to better align with realized expenditures and FTE utilization. The financial figures as identified above include the original and revised forecast totals. They reflect information available as of March 31st, but additional adjustments are expected as financial and personnel transactions are finalized. Any variance will be captured in the Q1 reconciliation package.

Please note, the location-specific forecasted amounts listed above may group multiple forecasting categories, such as Guarding, Accommodations, Building Repairs, etc. A detailed breakdown is available within monthly Contract Partner reporting.

We recently consulted with your office on a possible adjustment to your Q4 invoice, which will be distributed no later than May 2, 2024. For communities that requested or confirmed adjustments to invoicing amounts, please note that those changes will be included.

RCMP will continue to provide your community with monthly enhanced reporting to support ongoing forecast adjustments and potential invoice revisions, to ensure projections are as accurate as possible. This increased reporting will support ongoing management of policing budgets, while also enhancing transparency and engagement with our partners.



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Definitions

Municipal Overview: Human Resources

FTE Utilization	A full-time equivalent (FTE) employee is defined by the number of months in a fiscal year that a position is filled. The FTE utilization level refers to the total months filled for all positions within the detachment/unit.
2023/24 FTE Utilization Plan	This reflects the number of working FTEs planned to be in place for the fiscal year.
Revised Plan at Q4	This reflects any adjustments to the planned number of working FTEs, which may vary as hard and soft vacancies fluctuate throughout the year.

Municipal Overview: Financial/O&M

Year-To-Date (YTD) Expenditures	YTD expenditures reflect the actual expenditures within each category, as of the date of the report.
Revised Plan at Q4	This reflects any adjustments to the forecasted spending plan for the relevant category, which may vary as expenditures are realized throughout the year.
2023/24 Financial Plan	This reflects the target spending levels set for each category of expenditure, and the initial financial plan for the current fiscal year.
Pay	Includes salary costs and associated allowances for police officers and civilian support.
Extra Duty Pay	Includes direct overtime costs for police officers and (if applicable) Public Service Employees.
Operating and Maintenance	Reflects all unit operating costs, including items such as travel, fuel and vehicle repairs.
Commissionaire Guarding	Reflects the costs of guarding prisoners within detachments.
Equipment	Include expenditures for operational and technology equipment, police vehicles and the fit-up of those vehicles.
Other	This includes all remaining expenditures including applicable training costs, secret expenditures and air services costs if applicable.
Indirect Costs	This reflects the indirect costs associated to employees, including benefits, Canada Pension Plan and Employment Insurance rates. Also included within indirect costs are the division administration charges associated to core administration costs, special leaves and health services costs.
Cost Per Member	This is a per capita rate determined by pooling applicable costs for municipalities under 15K population in the Province and dividing the total by the divisional total of working FTEs for the same municipalities.
Divisionally Pooled Costs	The majority of costs for Alberta municipalities with a population below 15K are pooled together and are divided over the total FTE utilization of members in the respective police service. This pooled rate assists to minimize drastic financial effects from one year to the next.
Accommodation	Municipalities are responsible for providing the building space for policing and for paying 100% of all costs to provide and maintain the space. If the Municipal Policing Service is operating within a Crown-owned (RCMP-owned) building, they are responsible for paying 100% of their share of those costs. Examples include desks, chairs, filing cabinets, and fitness equipment.
Total Pooled Costs	Reflects total costs at 100% of all divisionally pooled costs for Alberta municipalities with a population below 15K, but does not include location-specific costs or any adjustments.
Total Location Specific Costs	Reflects costs that are specific to location and are not included in the average cost per member pooled rate. This may include expenditures relating to accommodation, overtime, PROS, Corps of Commissionaires, PSE support and isolated post allowance.
Total Costs After Final Adjustments	Reflects total costs of all categories of expenditures and any cost adjustments at the contract partner share.



Didsbury Municipal Detachment Crime Statistics (Actual) January to December: 2019 - 2023

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

January 5, 2024

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	1	N/A	N/A	0.2
Robbery		0	0	1	0	1	N/A	N/A	0.2
Sexual Assaults		0	3	6	15	7	N/A	-53%	2.6
Other Sexual Offences		0	2	7	1	7	N/A	600%	1.3
Assault		0	29	60	29	40	N/A	38%	8.0
Kidnapping/Hostage/Abduction		0	0	2	0	0	N/A	N/A	0.0
Extortion		0	3	0	5	4	N/A	-20%	1.0
Criminal Harassment		0	12	17	23	27	N/A	17%	6.5
Uttering Threats		0	22	32	22	26	N/A	18%	5.2
TOTAL PERSONS		0	71	125	95	113	N/A	19%	25.0
Break & Enter		0	23	33	13	13	N/A	0%	1.6
Theft of Motor Vehicle		0	21	16	9	5	N/A	-44%	-0.2
Theft Over \$5,000		0	1	4	1	6	N/A	500%	1.2
Theft Under \$5,000		0	57	84	41	36	N/A	-12%	5.6
Possn Stn Goods		0	13	12	8	8	N/A	0%	1.1
Fraud		0	30	30	29	43	N/A	48%	8.5
Arson		0	2	0	0	0	N/A	N/A	-0.2
Mischief - Damage To Property		0	24	58	38	29	N/A	-24%	7.2
Mischief - Other		0	22	34	25	29	N/A	16%	6.1
TOTAL PROPERTY		0	193	271	164	169	N/A	3%	30.9
Offensive Weapons		0	2	15	6	10	N/A	67%	2.4
Disturbing the peace		0	34	36	30	13	N/A	-57%	2.2
Fail to Comply & Breaches		0	20	33	62	82	N/A	32%	20.6
OTHER CRIMINAL CODE		0	15	16	17	23	N/A	35%	4.8
TOTAL OTHER CRIMINAL CODE		0	71	100	115	128	N/A	11%	30.0
TOTAL CRIMINAL CODE		0	335	496	374	410	N/A	10%	85.9



Didsbury Municipal Detachment Crime Statistics (Actual) January to December: 2019 - 2023

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

January 5, 2024

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	1	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	1	9	5	11	N/A	120%	2.6
Drug Enforcement - Trafficking		0	0	10	5	7	N/A	40%	1.9
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	1	20	10	18	N/A	80%	4.5
Cannabis Enforcement		0	0	0	1	1	N/A	0%	0.3
Federal - General		0	3	8	6	1	N/A	-83%	0.5
TOTAL FEDERAL		0	4	28	17	20	N/A	18%	5.3
Liquor Act		0	5	4	6	3	N/A	-50%	0.7
Cannabis Act		0	1	0	1	0	N/A	-100%	0.0
Mental Health Act		0	61	73	100	60	N/A	-40%	15.9
Other Provincial Stats		0	71	89	46	50	N/A	9%	7.5
Total Provincial Stats		0	138	166	153	113	N/A	-26%	24.1
Municipal By-laws Traffic		0	2	1	0	1	N/A	N/A	0.0
Municipal By-laws		0	29	35	29	18	N/A	-38%	3.6
Total Municipal		0	31	36	29	19	N/A	-34%	3.6
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	3	1	5	2	N/A	-60%	0.6
Property Damage MVC (Reportable)		0	23	52	56	58	N/A	4%	14.9
Property Damage MVC (Non Reportable)		0	9	9	15	4	N/A	-73%	1.4
TOTAL MVC		0	35	62	76	64	N/A	-16%	16.9
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	7	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		0	83	185	247	196	N/A	-21%	55.6
Other Traffic		0	1	2	3	2	N/A	-33%	0.6
Criminal Code Traffic		0	12	9	8	21	N/A	163%	3.8
Common Police Activities									
False Alarms		0	24	26	38	35	N/A	-8%	8.4
False/Abandoned 911 Call and 911 Act		0	12	17	15	15	N/A	0%	3.3
Suspicious Person/Vehicle/Property		0	70	84	76	41	N/A	-46%	8.8
Persons Reported Missing		0	20	10	15	4	N/A	-73%	0.3
Search Warrants		0	0	0	0	4	N/A	N/A	0.8
Spousal Abuse - Survey Code (Reported)		0	75	78	55	64	N/A	16%	10.8
Form 10 (MHA) (Reported)		0	1	6	14	4	N/A	-71%	2.1



Didsbury Municipal Detachment Crime Statistics (Actual) January to March: 2020 - 2024

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

April 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	1	N/A	N/A	0.2
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	1	5	4	0	N/A	-100%	0.3
Other Sexual Offences		0	0	0	2	0	N/A	-100%	0.2
Assault		0	9	7	11	11	N/A	0%	2.4
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	2	2	1	N/A	-50%	0.4
Criminal Harassment		0	5	2	5	5	N/A	0%	1.0
Uttering Threats		0	6	3	4	14	N/A	250%	2.6
TOTAL PERSONS		0	21	19	28	32	N/A	14%	7.1
Break & Enter		0	8	4	5	4	N/A	-20%	0.5
Theft of Motor Vehicle		0	4	1	2	1	N/A	-50%	0.0
Theft Over \$5,000		0	0	1	1	0	N/A	-100%	0.1
Theft Under \$5,000		0	19	17	12	5	N/A	-58%	0.3
Possn Stn Goods		0	8	1	2	1	N/A	-50%	-0.4
Fraud		0	11	6	11	12	N/A	9%	2.4
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	17	11	8	4	N/A	-50%	-0.1
Mischief - Other		0	3	6	6	2	N/A	-67%	0.7
TOTAL PROPERTY		0	70	47	47	29	N/A	-38%	3.5
Offensive Weapons		0	3	2	3	0	N/A	-100%	0.0
Disturbing the peace		0	11	2	1	3	N/A	200%	-0.4
Fail to Comply & Breaches		0	10	10	20	16	N/A	-20%	4.2
OTHER CRIMINAL CODE		0	8	8	7	1	N/A	-86%	0.1
TOTAL OTHER CRIMINAL CODE		0	32	22	31	20	N/A	-35%	3.9
TOTAL CRIMINAL CODE		0	123	88	106	81	N/A	-24%	14.5



Didsbury Municipal Detachment Crime Statistics (Actual) January to March: 2020 - 2024

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

April 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	2	1	4	2	N/A	-50%	0.6
Drug Enforcement - Trafficking		0	9	2	2	1	N/A	-50%	-0.5
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	11	3	6	3	N/A	-50%	0.1
Cannabis Enforcement		0	0	1	0	0	N/A	N/A	0.0
Federal - General		0	2	2	0	2	N/A	N/A	0.2
TOTAL FEDERAL		0	13	6	6	5	N/A	-17%	0.3
Liquor Act		0	0	1	0	1	N/A	N/A	0.2
Cannabis Act		0	0	1	0	1	N/A	N/A	0.2
Mental Health Act		0	26	18	18	17	N/A	-6%	2.6
Other Provincial Stats		0	30	12	10	9	N/A	-10%	-0.2
Total Provincial Stats		0	56	32	28	28	N/A	0%	2.8
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		0	3	5	3	3	N/A	0%	0.6
Total Municipal		0	3	5	3	3	N/A	0%	0.6
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	0	2	0	2	N/A	N/A	0.4
Property Damage MVC (Reportable)		0	7	9	15	19	N/A	27%	4.6
Property Damage MVC (Non Reportable)		0	2	4	1	5	N/A	400%	0.9
TOTAL MVC		0	9	15	16	26	N/A	63%	5.9
Roadside Suspension - Alcohol (Prov)		0	1	3	2	2	N/A	0%	0.5
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		0	64	62	53	70	N/A	32%	12.9
Other Traffic		0	0	0	1	0	N/A	-100%	0.1
Criminal Code Traffic		0	2	3	4	4	N/A	0%	1.0
Common Police Activities									
False Alarms		0	4	7	7	3	N/A	-57%	0.9
False/Abandoned 911 Call and 911 Act		0	2	1	1	1	N/A	0%	0.1
Suspicious Person/Vehicle/Property		0	23	17	7	12	N/A	71%	0.8
Persons Reported Missing		0	3	0	0	2	N/A	N/A	0.1
Search Warrants		0	0	0	1	0	N/A	-100%	0.1
Spousal Abuse - Survey Code (Reported)		0	23	12	21	10	N/A	-52%	1.8
Form 10 (MHA) (Reported)		0	3	1	0	0	N/A	N/A	-0.3

**Town of Didsbury - Didsbury Detachment
Crime Statistics (Actual)
January to March: 2021 - 2024**

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

April 3, 2024

CATEGORY	Trend	2021	2022	2023	2024	% Change 2021 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	1	N/A	N/A	0.3
Robbery		0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	6	4	0	N/A	-100%	-0.2
Other Sexual Offences		0	0	2	0	N/A	-100%	0.2
Assault		8	6	10	11	38%	10%	1.3
Kidnapping/Hostage/Abduction		0	0	0	0	N/A	N/A	0.0
Extortion		0	1	1	1	N/A	0%	0.3
Criminal Harassment		4	2	4	7	75%	75%	1.1
Uttering Threats		6	3	4	13	117%	225%	2.2
TOTAL PERSONS		18	18	25	33	83%	32%	5.2
Break & Enter		7	4	5	3	-57%	-40%	-1.1
Theft of Motor Vehicle		4	1	2	0	-100%	-100%	-1.1
Theft Over \$5,000		0	1	1	0	N/A	-100%	0.0
Theft Under \$5,000		17	16	11	5	-71%	-55%	-4.1
Possn Stn Goods		6	2	2	1	-83%	-50%	-1.5
Fraud		11	6	10	11	0%	10%	0.4
Arson		0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		13	10	8	4	-69%	-50%	-2.9
Mischief - Other		2	6	6	2	0%	-67%	0.0
TOTAL PROPERTY		60	46	45	26	-57%	-42%	-10.3
Offensive Weapons		3	3	3	0	-100%	-100%	-0.9
Disturbing the peace		11	2	0	2	-82%	N/A	-2.9
Fail to Comply & Breaches		10	13	20	16	60%	-20%	2.5
OTHER CRIMINAL CODE		5	7	6	1	-80%	-83%	-1.3
TOTAL OTHER CRIMINAL CODE		29	26	29	19	-34%	-34%	-2.7
TOTAL CRIMINAL CODE		107	90	99	78	-27%	-21%	-7.8

Town of Didsbury - Didsbury Detachment
Crime Statistics (Actual)
January to March: 2021 - 2024

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

April 3, 2024

CATEGORY	Trend	2021	2022	2023	2024	% Change 2021 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	3	4	2	N/A	-50%	0.7
Drug Enforcement - Trafficking		9	2	2	0	-100%	-100%	-2.7
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
Total Drugs		9	5	6	2	-78%	-67%	-2.0
Cannabis Enforcement		0	1	0	0	N/A	N/A	-0.1
Federal - General		0	0	0	1	N/A	N/A	0.3
TOTAL FEDERAL		9	6	6	3	-67%	-50%	-1.8
Liquor Act		0	1	0	1	N/A	N/A	0.2
Cannabis Act		0	1	0	1	N/A	N/A	0.2
Mental Health Act		25	18	18	16	-36%	-11%	-2.7
Other Provincial Stats		28	12	9	10	-64%	11%	-5.7
Total Provincial Stats		53	32	27	28	-47%	4%	-8.0
Municipal By-laws Traffic		0	0	0	0	N/A	N/A	0.0
Municipal By-laws		2	4	3	3	50%	0%	0.2
Total Municipal		2	4	3	3	50%	0%	0.2
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		0	1	0	2	N/A	N/A	0.5
Property Damage MVC (Reportable)		4	11	12	18	350%	50%	4.3
Property Damage MVC (Non Reportable)		1	4	1	4	300%	300%	0.6
TOTAL MVC		5	16	13	24	380%	85%	5.4
Roadside Suspension - Alcohol (Prov)		0	2	2	2	N/A	0%	0.6
Roadside Suspension - Drugs (Prov)		0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		50	61	52	69	38%	33%	4.8
Other Traffic		0	0	0	0	N/A	N/A	0.0
Criminal Code Traffic		1	2	4	4	300%	0%	1.1
Common Police Activities								
False Alarms		4	7	7	3	-25%	-57%	-0.3
False/Abandoned 911 Call and 911 Act		2	1	1	1	-50%	0%	-0.3
Suspicious Person/Vehicle/Property		20	16	6	11	-45%	83%	-3.7
Persons Reported Missing		3	2	0	2	-33%	N/A	-0.5
Search Warrants		N/A	N/A	1	0	N/A	-100%	-1.0
Spousal Abuse - Survey Code (Reported)		N/A	N/A	18	13	N/A	-28%	-5.0
Form 10 (MHA) (Reported)		N/A	N/A	0	0	N/A	N/A	0.0



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: May 14, 2024 Regular Council Meeting
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the May 14, 2024 Regular Council Meeting are being presented to Council for their review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the Minutes as presented or amended.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To adopt the May 14, 2024 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting held on
May 14, 2024 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 Joyce McCoy
Councillor Dorothy Moore
Councillor Ethan Williams
Councillor Bill Windsor

Administration Present Chief Administrative Officer, Ethan Gorner
ACAO/Chief Financial Officer, Amanda Riley
Director of Engineering & Infrastructure, Craig Fox
Economic Development Officer, Alexandra Ross
Manager of Legislative Services/Recording Officer, Luana Smith
Municipal Intern, Jocelyn Baxter

1. CALL TO ORDER

Mayor Hunter Called the May 14, 2024 Regular Council Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Remove 3.1 Didsbury Curling Club Delegation
Move 12.4 Final Stretch Refresher to 8.11
Move 12.2 Special Purpose Committee to 12.3 and
Move 12.3 2500 15 Avenue & Shantz Land Sale Agreements to 12.2
The remainder of Closed Meeting items move down

Res. 302-24

MOVED by Councillor Williams
To adopt the May 14, 2024 Regular Council Meeting as amended.

Motion Carried

Councillor Windsor requested a recorded vote.

Res. 303-24

MOVED by Councillor Windsor
That all votes are recorded votes for Bylaws & Policies and Business items until the end of this Council's term.

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

Motion Carried

3. DELEGATIONS/PRESENTATIONS

3.1 Didsbury Fire Department

Res. 304-24

MOVED by Councillor Moore

To approve the Didsbury Fire Department’s use of the new Heavy Rescue Unit as a showcase item at the Alberta Fire Chiefs Association Conference and Trade Show in Calgary on May 26 and 27, 2024.

Motion Carried

4. ADOPTION OF MINUTES

4.1 April 23 2024 Regular Council Meeting Minutes

Res. 305-24

MOVED by Councillor Williams

To adopt the April 23, 2024 Regular Council Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS – no public hearings

6. REPORTS

6.1 Council Reports for May 14, 2024

Res. 306-24

MOVED by Councillor McCoy

To accept the Council Reports for May 14, 2024 as information.

Motion Carried

6.2 Chief Administrative Officer (CAO) Report for May 14, 2024

Res. 307-24

MOVED by Deputy Mayor Engel

To accept the Chief Administrative Officer Report for May 14, 2024 as information.

Motion Carried

7. BYLAWS & POLICIES

7.1 Bylaw 2024-05 Tax Rate (3rd Reading)

Res. 308-24

MOVED by Councillor Moore

To grant third and final reading to Tax Rate Bylaw 2024-05, a bylaw to establish the rates of taxation for the 2024 Taxation Year.

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

Motion Carried

8. BUSINESS

8.1 Budget at a glance

Res. 309-24

MOVED by Councillor Moore

To approve the 2024 Budget at a Glance document as presented.

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

Motion Carried

8.2 2025-2029 Multi-Year Capital Plan

Res. 310-24

MOVED by Councillor Moore

To approve the 2025-2029 Multi-Year Capital Plan as presented.

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

Motion Carried

8.3 Write-off of Uncollectible Accounts

Res. 311-24

MOVED by Councillor Windsor

To approve the write off of the following accounts in the total amount \$6,309.16:

- Amante Organics 2022 Bulk Water Sales for \$3,466.14;
- Terra Sar Developments 2020 interest charge for \$1,002.36;
- DOSCA account 51952 for \$871.00;
- DOSCA account 52246 for \$493.08, and
- DOSCA account 52329 for \$476.58.

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

Motion Carried

Res. 312-24

MOVED by Councillor Windsor

That Administration bring back information regarding the Desjardins Insurance 2021 Fire Call for \$2,205 to see if the uncollected amount can be billed directly to the individual.

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

Motion Carried

Res. 313-24

MOVED by Councillor Windsor

That Administration bring back the Policy FIN 005 Accounts Receivable for review and recommendation to the May 28 2024 Regular Council Meeting.

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

Motion Carried

8.4 2024 Roadworks Award Recommendation

Res. 314-24

MOVED by Deputy Mayor Engel

To approve the 2024 Roadworks Contract to Border Paving Ltd for \$472,530.47 consisting of 20 Avenue Mill and Overlay for \$171,202.90, 15 Avenue Mill and Overlay for \$74,038.53, and Co-op Road Surface Works for \$227,289.04.

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

Motion Carried

Res. 315-24

MOVED by Deputy Mayor Engel

To approve amending the 2024 Capital Budget as follows: increase the 20 Avenue Mill and Overlay project to \$182,000 funded from CCBF, decrease the 15 Avenue Mill and Overlay project to \$85,000 funded from CCBF, and increase the Co-op Road Surface Works project to \$249,000 funded from MSI.

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

Motion Carried

8.5 MAP Funds Allocation to Reserves

Res. 316-24

MOVED by Councillor Baswick

To approve to transfer the Municipal Area Partnership disbursement funds of \$3,587.58 to the Strategic Initiatives and Contingency Reserve.

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

Motion Carried

8.6 Bill 20 - Municipal Affairs Statutes Amendment Act, 2024

Res. 317-24

MOVED by Deputy Mayor Engel

In the spirit of working with the Provincial Government, that Council approve Mayor Hunter to send a letter to Premier Danielle Smith, and Minister of Municipal Affairs, Ric McIver, and MLA Nathan Cooper asking for clarification on the proposed amendments as follows:

- What criteria is being considered by the provincial government that would trigger the option and give power to the provincial cabinet to remove a municipal councilor from their position “in the public interest?” When will that criteria be finalized and will it be through a public consultation process?
- What criteria is being considered by the provincial government that would trigger the option and give power to the provincial cabinet to order the CAO to conduct a referendum where residents can vote on whether a municipal councilor should be removed “in the public interest?” When will that criteria be finalized and will it go through a public consultation process?
- How would the removal of a municipal councilor by approval of the provincial cabinet be different, what more could it accomplish, as compared to the municipal inspection process that is already in place to remove a municipal councilor?
- How would removal of a councilor through a referendum ordered by the provincial government be different from the electorate’s process of removing a municipal councilor through the Recall Act process? Would a failed Recall Act petition trigger the provincial government to order a referendum in place of the Recall Act?

- We are also requesting clarification on rescinding municipal policies and repealing municipal bylaws. What is the criteria for such acts, and will there be a public consultation process?

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

Motion Carried

8.7 Invitation to CAEP Event

Res. 318-24

MOVED by Councillor McCoy

To approve the purchase of tickets for the CAEP Event taking place on May 23, 2024 in Red Deer, Alberta in the amount of \$120 per ticket from the Council Professional Development budget

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

Motion Carried

8.8 Council Summer Events

Res. 319-24

MOVED by Councillor Moore

To approve Council's participation at the *Seniors' Week events, Canada Day celebration, and Summer Sunday Funday* and that members of Council inform Administration of their availability to participate.

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

Motion Carried

8.9 DEDAC New Member Appointment

Res. 320-24

MOVED by Councillor Williams

To appoint Chris Overwater as a new member to the Didsbury Economic Development Advisory Committee.

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

Motion Carried

8.10 2024 Marketing Plan

Res. 321-24

MOVED by Councillor Moore

To approve the 2024 Marketing Plan and provide \$40,030 from the Economic Development Reserve fund for initiatives outlined.

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

Motion Carried

8.11 Final Stretch Refresher Workshop

Res. 322-24

MOVED by Councillor Williams

To set the Council Final Stretch Refresher on May 21 and 22, 2024 with time to be confirmed later.

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

Motion Carried

9. CORRESPONDENCE & INFORMATION

- RCMP Collective Bargaining Agreement Update
- Eckville Parade Invite

Res. 323-24

MOVED by Councillor Moore

To accept the Correspondence Items presented as information.

Motion Carried

10. COUNCIL MEETING HIGHLIGHTS

- Didsbury Fire Department’s new Heavy Rescue Unit will be showcased at Fire Chief’s Convention
- Council Agenda Preparation
- Bill 20 information discussion
- Passing of the 2024 Tax Rate Bylaw
- Awarding of 2024 Roadworks
- Appointment of DEDAC member
- Economic Development Marketing Plan
- Multi Year Capital Plan

11. QUESTION PERIOD

12. CLOSED MEETING

Res. 324-24

MOVED by Councillor Williams

To go into Closed Meeting at 8:38 p.m. for the following items:

- 12.1 Draft Land Sale Policy - as per Section 23 of the FOIP Act
- 12.2 2500 15 Avenue and Shantz Land Sale Agreements - as per Section 23, 24, and 27 of the FOIP Act
- 12.3 Special Purpose Committee Update - as per Section 23 and 24 of the FOIP Act
- 12.5 Governance Interface - as per Section 23 and 24 of the FOIP Act

Motion Carried

13. RECONVENE

Res. 325-24

MOVED by Councillor Williams

To return to Open Meeting at 9:48 p.m.

Motion Carried

Res. 326-24

MOVED by Councillor Williams

To bring back the draft Land Sale Policy to Council for review and recommendation.

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

Motion Carried

Res. 327-24

MOVED by Councillor Windsor

To accept the Special Purpose Committee Update as information.

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

Motion Carried

Res. 328-24

MOVED by Councillor Moore

To accept the 2500 15 Avenue and Shantz Land Sale Agreement Discussion as information.

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

Motion Carried

Res. 329-24

MOVED by Deputy Mayor Engel

To accept the governance interface as information.

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

Motion Carried

14. ADJOURNMENT

Res. 330-24

MOVED by Councillor Williams

To adjourn the May 14, 2024 Regular Council Meeting at 9:51 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: May 28, 2024
SUBJECT: Council Reports
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

COUNCIL PROFESSIONAL DEVELOPMENT AND ATTENDANCE AT SPECIAL EVENTS FOR MAY & JUNE

Mayor Hunter	FCM – Calgary, Alberta June 6 to 9, 2024 Royal Canadian Army Cadets Corps Didsbury Annual Ceremonial Review – June 8 Banff World Media Festival – June 10 and 11, 2024
Deputy Mayor Engel	Royal Canadian Army Cadets Corps Didsbury Annual Ceremonial Review – June 8
Councillor McCoy	FCM – Calgary, Alberta June 6 to 9, 2024
Councillor Windsor	FCM – Calgary, Alberta June 6 to 9, 2024

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION (3 separate motions)

To approve Mayor Hunter, Councillor McCoy and Councillor Windsor attend the Federation of Canadian Municipalities (FCM) Convention in Calgary June 6 to 9, 2024.

To approve Mayor Hunter to attend the Banff World Media Festival on June 10 and 11, 2024.

To accept the Council Reports for May 28, 2024 as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: CAO Report
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Please see attached information for the Chief Administrative Officer (CAO) Report for May 28, 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 May 28, 2024 as information.



CAO Report –May 28, 2024

1. Development Permits Issued (Planning & Development)

Please find attached the Development Officer Issued Permits and the MPC Approval of Permits as of May 22, 2024.

2. Butte Water Tower & Wells Update (Engineering & Infrastructure)

Butte Update:

Operations continued to monitor the standpipe closely throughout the winter months. The Butte standpipe continued to weep water but no adverse changes were identified. Operations will continue to monitor until the East Reservoir is commissioned and the standpipe's operation can be modified to reduce the internal pressure.

Engineering is currently finalizing the scope of work and specifications for the planned exterior repairs. Contractors who have expressed interest in the project have been invited to a site meeting today—Tuesday, May 28. The site visit is intended to ensure the bidders understand the complexity of the work and can estimate the duration of the project.

It is anticipated the bids will be submitted mid-June, in preparation for the June 25 regular Council meeting, and the work is to be completed during the summer months.

Butte Water Wells Update:

Alberta Environment (AE) recently approved a Temporary Diversion Licence (TDL) for the municipality. AE required the municipality to install a water meter and complete annual reporting on the diverted water volumes. The water meter has been installed and the operators of the golf course have been advised of the new protocol. Municipal operations staff will train the golf course staff on how to use the system safely, prior to granting access to the controls. During the investigation it was determined the power for the well pumps is provided by the municipality. There is currently no transfer of operating costs for the water wells.

CAO Report: 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 24-021	2125 – 18 Avenue	Demolition – Sunroom	McDonald, Brian & Todd, Elizabeth	May 9, 2024
DP 24-022	2033 – 19 Avenue	Temporary Pop-Up Patio	Didsbury Library	May 9, 2024
DP 24-023	1620 – 25 Avenue	Accessory Building, Garage	Klys, Robert & Crystal	May 21, 2024

DP 24-022: *The Temporary Pop-Up Patio Permit is for the Didsbury Library to participate in the Community Garage Sale on June 1, 2024. It will be in place for this one event only.*



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: Bylaw 2024-06 Amending Land Use Bylaw 2019-04 – Administrative Updates
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

The R5: Residential District – High Density currently does not have a Use for “Group Use Facility”. Administration is recommending that “Group Use Facility” be added to this district as a Permitted Use. The definition for Group Use Facility is:

Group Use Facility means a public or private facility where members of a community gather for group activities, social support, public information and other purposes. Often referred to as a community centre or clubhouse.

The R5: Residential District – High Density currently does not have a Use for “Secondary Suite (Internal)”. The General Purpose for the R5 District is to provide for the development of moderate to high density multiple-unit dwellings which are connected to municipal sewer and water systems. Administration feels the Use of Secondary Suite (Internal) would be a good fit within the R5: Residential District – High Density. The definition for Secondary Suite (Internal) is:

Secondary Suite (Internal) means a secondary Dwelling Unit located within a principal Building

Administration has recognized that several Development Permits and Compliance reviews are just under the required setback allowances for approval. In order to speed up the approval process for both Permitting and Compliance reviews, Administration recommends that the Development Authority be able to provide a variance of up to 10% (at their sole discretion) for Permitted Use applications and Compliance reviews. This allowance for a 10% discretion was included in previous Land Use Bylaws and was unfortunately missed being carried over to the current Land Use Bylaw 2019-04.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration recommends that the Land Use Bylaw 2019-04 be amended as follows:

- a. Add a definition for “Group Use Facility” as follows:
Group Use Facility means a public or private facility where members of a community gather for group activities, social support, public information and other purposes. Often referred to as a community centre or clubhouse.
- b. Addition of “Group Use Facility” as a Permitted Use to the R5: Residential District – High Density.
- c. Addition of “Secondary Suite (Internal)” as a Discretionary Use to the R5: Residential District – High Density.
- d. Remove the sentence “secondary suites are not permitted in Row Houses” from the Dwelling, Row House Definition to read as follows: *Dwelling, Row House – means Dwellings that are side by side, share a wall and have private entry and their own front and back yards..*



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

- e. Remove the sentence *“secondary suites are not permitted in Town Houses”* from the Dwelling, Town House Definition to read as follows: *Dwelling Town House – means Dwellings that are side by side, share a wall and have common yards that are shared by all residents.*
- f. Add Row House and Town House to 3-12 SECONDARY SUITES Secondary Suite (Internal) item e) to read as follows: e) *Suites shall be located only in single detached, semi-detached, row house & town house.*
- g. Addition of *“c) May provide a variance of up to 10% at their sole discretion”* under 2-25 DECISIONS ON DEVELOPMENT PERMIT APPLICATIONS under A Permitted Use.

ALIGNMENT WITH STRATEGIC PLAN

4. Liveability

RECOMMENDATION (2 separate motions)

That Council grant First Reading of Bylaw 2024-06 Amending Land Use Bylaw 2019-04 – Administrative Updates.

AND

That Council set **June 25, 2024** as the Public Hearing for Bylaw 2024-06 Amending Land Use Bylaw 2019-04 – Administrative Updates.

TOWN OF DIDSBURY
Bylaw 2024-06
Amending the Land Use Bylaw

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

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

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

- (1) This Bylaw may be cited as Amending the Land Use Bylaw – Administrative Updates Bylaw 2024-06.
- (2) Bylaw 2019-04, being the Town of Didsbury Land Use Bylaw, is hereby amended

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

1. SHORT TITLE

- 1.1. This Bylaw may be referred to as “Amending the Land Use Bylaw – Administrative Updates Bylaw 2024-06”

2. PROPOSED AMENDMENTS

2.1 That Land Use Bylaw 2019-04 be amended as follows:

- a. Add a definition for “Group Use Facility” as follows:
Group Use Facility means a public or private facility where members of a community gather for group activities, social support, public information and other purposes. Often referred to as a community centre or clubhouse.
- b. Addition of “Group Use Facility” as a Permitted Use to the R5: Residential District – High Density.
- c. Addition of “Secondary Suite (Internal)” as a Discretionary Use to the R5: Residential District – High Density.
- d. Remove the sentence “secondary suites are not permitted in Row Houses” from the Dwelling, Row House Definition to read as follows: *Dwelling, Row House – means Dwellings that are side by side, share a wall and have private entry and their own front and back yards.*
- e. Remove the sentence “secondary suites are not permitted in Town Houses” from the Dwelling, Town House Definition to read as follows: *Dwelling Town House – means Dwellings that are side by side, share a wall and have common yards that are shared by all residents.*
- f. Add Row House and Town House to 3-12 SECONDARY SUITES Secondary Suite (Internal) item e) to read as follows: e) *Suites shall be located only in single detached, semi-detached, row house & town house.*
- g. Addition of “c) May provide a variance of up to 10% at their sole discretion” under 2-25 DECISIONS ON DEVELOPMENT PERMIT APPLICATIONS under A Permitted Use.

3. EFFECTIVE DATE

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

Read a First time on this ____ day of _____ 2024.

Read a Second time on this ____ day of _____ 2024.

Read a Third and Final time on this ____ day of _____ 2024

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: May 28, 2024
SUBJECT: Policy FIN 005 – Accounts Receivable
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

At the May 14, 2024 Regular Council Meeting, Council directed Administration to return the FIN 005 – Accounts Receivable to the next meeting for review and to give consideration to reducing the Town’s risk as it relates to uncollectible accounts.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The policy, which is attached for Council’s review, was last approved on November 10, 2015.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To refer FIN 005 – Accounts Receivable policy to the Financial Planning Committee for review and recommendation.



TOWN OF DIDSBURY POLICY INDEX	
Policy Number:	FIN 005
Policy Title:	Accounts Receivable
Approval Date:	November 10 th , 2015
Date to be Reviewed:	2020
Responsible Department:	Financial Services
Related Bylaws:	Rates, Fees and Fines Bylaw

Policy Statement:

The Town of Didsbury shall provide guidelines for accounts receivable transactions in the Town of Didsbury.

1. Definitions

- 1.1 Accounts Receivable means the monies due from all customers for merchandise or services delivered.

2. Responsibilities

- 2.1 Manager of Financial Services:
 - 2.1.1 Shall make recommendations to Council relative to writing off accounts as required.

3. Guidelines

- 3.1 General Receivables
 - 3.1.1 All payments for General Accounts Receivables are due at the end of the month following the date of invoice.
 - 3.1.2 Any account that remains unpaid on the last day of the month is considered overdue and is assessed a penalty based on the current Rates, Fees and Fines Bylaw.
 - 3.1.3 Accounts that remain unpaid after all collection procedures have been followed shall be transferred to the corresponding tax roll for the service address where permitted under the Municipal Government Act.
 - 3.1.4 For accounts that are not transferable to the corresponding tax roll, the Manager of Financial Services or Chief Financial Officer may designate a collection agency to recover unpaid accounts.
 - 3.1.5 Returned payments shall be charged back to the appropriate account. Any service charges, as outlines in the current Rates, Fees and Fines Bylaw, shall be charged to the account.
 - 3.1.6 Approval of Council shall be required to write off any account receivable balance greater than \$300.00.
- 3.2 Tax Receivables



- 3.2.1 All Taxation Notices shall be prepared and sent in accordance with the Municipal Government Act.
- 3.2.2 Taxes that remain outstanding after the due date will be assessed interest charges according to the current Rates, Fees and Fines Bylaw.
- 3.2.3 Returned payments shall be charged back to the appropriate tax account. A service charge, as outlined in the current Rates, Fees and Fines Bylaw, will be charged to the account.
- 3.2.4 Outstanding tax arrears will be processed in accordance to the Municipal Government Act.
- 3.2.5 The request to write off tax accounts shall be submitted to Council as required.
- 3.3 Utility Receivables
 - 3.3.1 All payments for Utility Receivables are due on the invoice due date.
 - 3.3.2 An account that remains unpaid after the invoice due date is considered overdue and shall be assessed a penalty according to the current Rates, Fees and Fines Bylaw.
 - 3.3.3 An account that remains unpaid after the invoice due date may be transferred to the tax roll in accordance with the Municipal Government Act.
 - 3.3.4 An applicant with outstanding utility arrears may be denied any new utility services until the arrears are paid in full.
 - 3.3.5 All historical outstanding utility accounts owed by the same Account Holder shall be transferred to any active utility account and will be subject to collection.
 - 3.3.6 Returned payments shall be charged back to the appropriate account. A service charge, as outline in the current Rates, Fees and Fines Bylaw will be charged o the utility account.
 - 3.3.7 Approval of Council shall be required to write off utility account balances greater than \$300.00.

4. End of Policy



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: Policy COUN 012-24 Land Sale
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the March 12, 2024 Regular Council Meeting, Council made a motion for Administration to create a draft policy that directs effective processes and practices on municipal land and property sales as well as the purchase of land and/or property for municipal use.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Draft Land Sale Policy COUN 012-24 is attached for Council's review and information. Administration is recommending Policy COUN 012-24 be referred to the Policy and Governance Committee for review and recommendation to Council.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure
-
3. Strong & Resilient Local Economy

RECOMMENDATION

To refer Policy COUN 012-24 Land Sale to the Policy and Governance Committee for review and recommendation.



Policy Statement:

This policy sets forth the principles that shall govern the sale and acquisition of land, whether bare or with buildings thereon.

1. LAND SALES

- 1.1 Council shall identify, by resolution, the lands that are to be placed for sale.
- 1.2 Council may provide public notice of their intent to place the lands for sale. This notice shall be posted online, in the newspaper, as well as signage at the site.
- 1.3 A property appraisal shall be undertaken for the lands to be sold. Assessment information of the lands shall also be acquired.
- 1.4 A report shall be brought back to Council on any public feedback to the intent to sell, along with the following information:
 - i. Brief description of relevant information of the property;
 - ii. Appraisal of the property, completed within the last six months;
 - iii. Assessment information;
 - iv. Land Zoning Information;
 - v. Land Title Information, including information about any caveats on the land.
- 1.5 If Council decides to continue with the plan to sell, a realtor shall be engaged to undertake the sale on behalf of the town, the fee for which service shall be negotiated and approved by resolution of Council. The realtor shall gather proposals and ensure they include clear information on proposed development proposal and price.
- 1.6 Council shall have sole discretion in awarding the successful bid, which will be decided based on the merits of both the development proposal and the offer price.
- 1.7 Any agreement will be conditioned upon timely development.
- 1.8 Any proposed land sale shall be advertised in accordance with the principles set forth in 1.2.
- 1.9 Council must approve the deposit required for the land sale, but generally will be 5%.
- 1.10 The land sale agreement shall be reviewed and approved by motion of Council and shall be signed by the Mayor and CAO.
- 1.11 Administration will endeavor to assist the purchaser with any application for rezoning to the property to comply with the approved development proposal, as well as provide guidance on ensuring the proposal complies with all relevant Bylaws, Agreements, and Policies.

2. LAND ACQUISITION

- 2.1 The acquisition of land shall be at the sole discretion of Council. When interested in acquiring land, Council shall provide that direction through a resolution of Council, directing administration to explore an acquisition.
- 2.2 Council will consider assessment and land title and zoning information; additionally, Council may consider having an appraisal done.
- 2.3 Land Acquisitions may be undertaken via a blind purchase via a realtor.

3. OTHER

3.1 This policy does not apply to:

- i. Property Lease or Licence Agreements between the Town and any third party;
- ii. The acquisition of property by way of land dedications arising from subdivision pursuant to Section 661 of the MGA, including but not limited to land for roads, public utilities, environmental reserves, municipal reserve, or school reserve;
- iii. The acquisition and subsequent disposal of property through tax arrears pursuant to Part 10 of the MGA;
- iv. The expropriation of land pursuant to the Expropriations Act.

DRAFT



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: Land Sale Proceeds 2500 15 Avenue
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

The Town recently sold the property 2500 – 15 Avenue, commonly known as the former location of the Didsbury Five-0 Club. The sale of the land and building closed on March 1, 2024 for proceeds of \$315,000.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Other than staff time, there were no additional closing costs related to the property; therefore, it is recommended that the full amount of proceeds of \$315,000 be moved into a reserve account for future use.

Currently, there are no policies in place that would mandate where the proceeds be reserved. Instead, it is prudent that Council considers the Town’s Strategic Plan and other current projects and initiatives when determining how to reserve the funds. Options include, but are not limited to:

- Due to the nature of the proceeds coming from a community facility for which funds were raised to construct, Council may decide to create a Municipal Specific Purpose Reserve for investment into another community facility such as the East Five-O Club (Lawn Bowling) and/or Didsbury Municipal Library.
- Another option would be to treat the funds as one-time funding for a new asset or initiative that is highlighted on the Strategic Plan, such as purchase and implementation of Asset Management software and development of Town Asset Management Plans.
- Given the infrastructure deficit outlined in the Multi Year Capital Plan, another option to consider is funding a Municipal Lifecycle reserve for future repair, maintenance and replacement of the Town’s current infrastructure.
- Should no decision be made at this time, Council may decide to keep the funds in the Town’s Strategic Initiatives and Contingency Reserve, for a non-specific use, and to decide at a future time how to spend the funds. Under this option, the funds could be used at any time upon Council’s decision for anything deemed to be a strategic initiative.

Given the multiple options for this funding, Administration recommends that this discussion be referred to the Financial Planning Committee for further consideration and recommendation.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To refer the Proceeds from Sale of 2500 – 15 Avenue to the Financial Planning Committee for review and recommendation.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: Desjardins Insurance Write Off
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

At the Regular Council Meeting on May 14, 2024, Council requested that Administration bring back information regarding the Desjardins Insurance 2021 Fire Call for \$2,205 to see if the uncollected amount can be billed directly to the individual.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

It is not the department's practice to invoice individuals for fire-related or motor vehicle calls. Normally, in a circumstance where the insurance is inaccurate or not obtainable, the invoice to the insurance company would then be cancelled and submitted to Alberta Transportation and Economic Corridors (ATEC) who would make payment on the account. However, there is only a two year period from the date of the accident to be able to do so. There were unique circumstances in this matter; it took the insurance company a substantial amount of time to inform us that there was no insurance coverage. As a result, that two year time period had lapsed and the Town was therefore unable to bill ATEC. Due to the statutes of limitations in Alberta, which allows for a two year time limit to take legal action to collect on outstanding debt, it would be very unlikely that an individual billed after more than two years from the incident would make payment.

Administration deems the amount uncollectible and is recommending that it be written off.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the write off of the Desjardins Insurance 2021 fire call in the amount of \$2,205.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: Secunder to City of Airdrie's Resolution regarding the Animal Protection Act
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The City of Airdrie has asked the Town of Didsbury to second their resolution to request a review of the *Animal Protection Act* (APA) at the 2024 Alberta Municipalities Convention in Red Deer on September 24 to 27.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The guidelines for seconding municipalities have changed since last year and, in Airdrie's case, they require a seconder with a population of less than 10,000. With the SPCA seizure that occurred in Mountain View County (near Didsbury) a few weeks ago, Airdrie has highlighted Didsbury as a potential option for a seconder.

The last day to submit resolutions for the 2024 ABmunis Convention in Red Deer is May 31, 2024.

The City of Airdrie would like Alberta Municipalities to advocate to the Government of Alberta for a comprehensive review and update of Alberta's *Animal Protection Act*. Some of the reasons for asking for a review of the APA are:

- The current version of the legislation does not differentiate between commercial and companion animals;
- Societal attitudes and norms have changed, new challenges and risks have emerged, and best practices for animal protection may be enacted;
- It is imperative to periodically reassess and update existing legislation to ensure it remains effective and aligned with current standards; Alberta's APA has not been substantially changed since 2006.

Please find attached the Resolution being put forward by the City of Airdrie.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To second the City of Airdrie's motion for Alberta Municipalities to advocate to the Government of Alberta for a comprehensive review and update of Alberta's *Animal Protection Act*.

Title of resolution: Review of Provincial Animal Protection Act

Moved by: City of Airdrie

Seconded by: **Town of Didsbury**

WHEREAS Alberta's Animal Protection Act (APA) is a crucial legislative framework designed to safeguard the welfare of animals within the province;

WHEREAS the current version of the legislation does not differentiate between commercial and companion animals;

WHEREAS societal attitudes and norms have changed, new challenges and risks have emerged and best practices for animal protection may be enacted;

WHEREAS it is imperative to periodically reassess and update existing legislation to ensure it remains effective and aligned with current standards and Alberta's APA has not been substantially changed since 2006; and

IT IS THEREFORE RESOLVED THAT Alberta Municipalities advocate to the Government of Alberta for a comprehensive review and update of Alberta's Animal Protection Act.

BACKGROUND:

The landscape of animal welfare is dynamic, with new challenges and risks constantly emerging. Public attitudes towards animals and their treatment have undergone significant transformation in recent decades, with an increasing emphasis on compassion, empathy, and ethical stewardship.

Under the current Animal Protection Act (APA) there is no differentiation between commercial and companion animals. This distinction is necessary to provide appropriate guidelines for care and welfare enforcement. Commercial animals can include horses, cattle, sheep, swine and live poultry but usually, they are animals raised for meat production or other products from the animals. A companion animal could be anything that is not a commercial animal, but most commonly include dogs and cats.¹ While a review of the APA may include changes that impact commercial animals, this resolution allows for better protection of companion animals.

In 2006, a major revision to the APA was enacted, only the second update since its inception in 1967. A comprehensive review of the APA is now needed to identify and rectify deficiencies in the legislation, ensuring that it provides clear guidance and consistent enforcement mechanisms across municipalities in dealing with companion animals.

Modernizing legislation and regulation around kennels and rescues is critical to ensuring the welfare and safety of animals in these facilities. With the growing prevalence of companion animals and the increasing demand for adoption and boarding services, outdated regulations fail to address emerging challenges and protect vulnerable animals. Clear and comprehensive regulations can establish standards for housing, care, and hygiene, ensuring that companion animals are provided

¹ Province of Manitoba, Animal Care Act. https://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=a84

with adequate nutrition, medical attention, and living conditions. Additionally, updated regulations can mandate regular inspections, licensing requirements, and transparency measures, enabling authorities to monitor compliance and intervene promptly in cases of neglect or abuse.

In addition, over the past decade Alberta has witnessed a significant shift in online animal sales. The increase of online marketplaces, social media platforms and unregulated transactions has transformed the way companion animals are bought, sold, and traded, presenting both opportunities and risks for animal welfare and regulation. While reputable breeders and licensed sellers may utilize online channels to connect with potential buyers, there has also been a surge in informal or backyard breeding operations advertising animals for sale online. These sellers may operate without proper licensing, veterinary oversight, or adherence to animal welfare standards, raising concerns about the welfare and health of the animals involved.

Additionally, the anonymity and convenience of online platforms have created challenges for enforcement agencies tasked with monitoring and regulating animal sales. Unlike traditional brick-and-mortar pet stores or breeding facilities, online sellers can easily avoid scrutiny and oversight, making it difficult to ensure compliance with existing regulations. This lack of transparency and accountability poses risks not only to animal welfare but also to consumer protection, as buyers may unknowingly purchase animals from disreputable sources.

Municipalities play a pivotal role in enforcing animal welfare laws within our jurisdictions. By revisiting the APA, the province can streamline enforcement procedures, provide additional resources, and enhance collaboration between municipalities and provincial authorities, improving compliance with animal welfare standards.

A local business in Airdrie, which was operating as a dog rescue organization, was recently charged under the APA. With complaints dating back to 2016, Airdrie Municipal Enforcement in partnership with the Alberta SPCA seized a large number of dogs in varying states of distress due to the care conditions at the facility. Under the authority of the APA, peace officers are empowered to act when animals are in distress, however challenges exist as the Act does not provide direction on animal care standards for shelters, rescues or Humane Societies. Additionally, there are no requirements for registration or oversight of organizations who provide sheltering and care for animals.

In recent years, several Canadian provinces, including British Columbia and Ontario, have taken significant steps to strengthen their animal protection legislation, reflecting a growing recognition of the importance of safeguarding animal welfare. Manitoba's legislation² stands out as an example with clear definitions, separation between commercial and companion animals and kennel regulations. The Alberta SPCA and other provincial animal welfare associations agree that the APA is lacking the necessary tools to truly protect animal welfare and could be engaged as stakeholders in the review process.

A comprehensive review of Alberta's APA is essential to ensure that it remains robust, relevant, and responsive to the evolving needs of companion animals and society. From incorporating scientific advancements to addressing enforcement challenges and fostering stakeholder engagement, such a review holds the potential to enhance animal welfare outcomes across the province.

² Province of Manitoba, Animal Care Act. https://web2.gov.mb.ca/laws/statutes/ccsm/_pdf.php?cap=a84



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: CAEP Strategic Committees
ORIGINATING DEPARTMENT: Office of the Mayor

BACKGROUND/PROPOSAL:

Central Alberta Economic Partnership (CAEP) is looking for individuals who have a keen interest to participate and collaborate with CAEP on project development in one of their four strategic sector committees:

- Transportation & Logistics
- AgriBusiness
- Tourism
- Manufacturing, Emerging Technology & Natural Resources

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

CAEP is committed to establishing assets in the communities and region they encompass. Please find attached the CAEP Committee Member Nomination Form as well as the Terms of Reference for each committee, to give more insight and expectation for each committee.

Municipal elected officials and associate members are encouraged to apply to a committee. The intent is to have more CAEP member municipalities and businesses participate on the committees and, thus, have a voice in determining the direction and positioning of CAEP in promoting a strong and vibrant economic region. Didsbury Council members are encouraged to review the information and to apply to be on a committee that suits their area of interest. Nominations are due by June 10.

Mayor Hunter advocated for the CAEP Board to host the 2024 AGM in Didsbury and, consequently, the CAEP AGM is being held at the Didsbury Golf Course on June 28, 2024 from 8:30 to 11:30 a.m.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION

To approve to nominate Councillor(s) _____ for the Central Alberta Economic Partnership _____ Committee(s).

OR

A motion at Council's discretion.



Transportation and Logistics Task Force

Draft Terms of Reference

March 15, 2021: Adopted: March 31, 2021
 Updated December 15, 2021: Updated March 22nd, 2024

Terms of Reference	
Mission & Vision	<p>Mission: Through collaboration facilitate safe, efficient, environmentally sound smart connectivity infrastructure to foster new economic opportunities and competitiveness for Indigenous Nations and Albertans.</p> <p>Vision: Indigenous Nations and all communities along the connections corridor are recognized as innovative and vibrant through collaborative economic diversification activities balanced with environmental, social, cultural and good governance principles.</p>
Values & Principles	<ul style="list-style-type: none"> • Collaboration & Respect • Viable and Innovative Communities • Environmental, Social, Cultural, and good Governance • Economic Vitality • Indigenous Nations Relations • Success for All
Problem	The economic competitiveness of central Alberta is limited by a lack of connectivity infrastructure including broadband, rail, road, and utility.
Goals	<ol style="list-style-type: none"> 1. Strategically align and foster participation between key stakeholders to enable a collective approach to advocating for enhanced connections between Central Alberta and B.C. to reach the global marketplace. 2. Improve supply chain and other connection challenges. 3. Leverage opportunities to connect tourism, energy, technological innovation, economic development, collaboration, respect, environmental stewardship, social responsibility, ethics, diversity, and inclusion. 4. Implement a model of Indigenous Nations Relations first in all the work we do



Transportation and Logistics Task Force

Draft Terms of Reference

March 15, 2021: Adopted: March 31, 2021
 Updated December 15, 2021: Updated March 22nd, 2024

Purpose	<p>Foster collaboration with Indigenous Nations, key strategic partners, and multiple levels of government across Alberta, BC, and Government of Canada to create awareness of and advocate for an east west connections' corridor. The proposed corridor will provide an additional (alternative) route to enhance market access for imports and exports, building human capital, creating new job opportunities, increasing tourism, and cultivating indigenous opportunities (in Big Horn, Saskatchewan River Crossing, Golden, Revelstoke, and North and South Shuswap region), and by strengthening the entire area's economic viability.</p> <p>An intermodal facility located in central Alberta where freight can be managed is part of this portfolio.</p> <p>Improve the economic viability and competitiveness of central Alberta and parts of BC in support of Alberta's Recovery Plan to grow Alberta as the most competitive province in Canada to do business in.</p> <p>Other items that may support the purpose and goal include:</p> <ul style="list-style-type: none"> • Job Creation • Business retention, expansion, and attraction • Enhanced access to global marketplace • Shorten the supply chain and make supplies more accessible. • Create economic development opportunities like tourism and Indigenous Nation resiliency
Role	Guided by the Transportation and Logistics Task Force's Connections Corridor Project Charter, the group is responsible for ensuring the required activities are effectively implemented and measured according to the project budget and outcomes identified.
Resources	The Executive Director or representative is administrative resource. CAEP BOD determines financial resources for this project annually. Consultants are onboarded to fill gaps in resources and expertise

Membership 2024

Role	Representative
Co-Chair	
Co-Chair	
Municipal Member Representative(s)	Mayor Megan Hanson, Town of Sylvan Lake Mayor Jim Wood, Red Deer County Councillor Brenda Knight, Lacombe County



Transportation and Logistics Task Force

Draft Terms of Reference

March 15, 2021: Adopted: March 31, 2021
 Updated December 15, 2021: Updated March 22nd, 2024

Associate Member Representative(s)	
Indigenous Member Representative(s)	Leonard Standingontheroad - Montana First Nation
Business Member Representative(s)	
GOA Representative non-voting	
Industry and/or Community Liaison	
GoC Representative	
Co-Chairs	The Task Force Co-Chairs are elected by the Transportation and Logistics Task Force
Process for Task Force Member Selection	<ul style="list-style-type: none"> • Prior to the Fall General Meeting each year, administration and the Chair will review expiring terms. • Notification will be given at the CAEP Fall General Meeting to fill the expired positions. • Applications will be accepted for 1 week post the FGM and the selection process will be done through the CAEP Chair and the TLTF Chair. • Geographic representation, interest and expertise from across the Central Alberta region is considered when filling vacancies. • Representatives may reapply to be appointed. • Staggered 2-year terms commencing January 1
Clarity of Roles	<p>Task Force Chair: leads the work of the committee, responsible for presiding over deliberations and actions of the task force. Works closely with the Executive Director or staff liaison. Also</p> <ul style="list-style-type: none"> • Guides the work of the committee. • Advances decisions and activities in consultation with Administration • Approve agendas and materials prior to meetings for distribution



Transportation and Logistics Task Force

Draft Terms of Reference

March 15, 2021: Adopted: March 31, 2021
 Updated December 15, 2021: Updated March 22nd, 2024

	<ul style="list-style-type: none"> Update CAEP Board of Directors at meetings and when not present, provide a written report on same. <p>Administration: leads the operational work of the task force with support from task force members, staff and consultants as required.</p> <ul style="list-style-type: none"> Collaborates on agenda package with task force co-chairs Ensures connections with people and organizations to move the project forward Provide task force with regular action items updates, reports and minutes
Governance and Quorum	<p>Quorum is required for decision making and can occur virtually, in person or via email to Executive Director.</p> <p>Quorum is 50% plus 1 of voting members.</p> <p>Votes are based on majority of quorum with efforts to gain consensus.</p>
Evaluation & Revisions	<p>An annual self evaluation will occur to determine effectiveness. These terms of reference will be reviewed, revised if necessary, and approved annually by recommendation to the CAEP Board.</p>
Reporting	<p>Reports to the CAEP membership through the CAEP Board of Directors and at Annual General Meetings</p>
Date of Review Board approval date:	<p>December 15, 2021 March 23, 2022 (TBD) March 22, 2024</p>
Frequency and Manner of Meetings	<p>Meeting Dates and Location:</p> <ul style="list-style-type: none"> As required



Agri-Business
Draft Terms of Reference
 March 22nd, 2024

Terms of Reference	
Mission & Vision	<p>Mission: Regional Collaboration through awareness, development and engagement of like minded individuals, organizations and industry.</p> <p>Vision: Positive economic development outcomes resulting from regional efforts to build, enhance, develop and support agribusiness ventures.</p>
Values & Principles	<ul style="list-style-type: none"> ✓ Collaboration & Respect ✓ Viable and Innovative Communities ✓ Respectful Governance ✓ Economic Vitality ✓ Success for All
Problem	Access to projects and capital that require partners and collaboration for funding and execution.
Goals	<ol style="list-style-type: none"> 1. Strategically align and foster participation between key stakeholders to enable a collective approach problem solving 2. Improve industry communications and understand development gaps 3. Leverage opportunities to connect inter municipal departments for collaborative project creation and funding.
Purpose	<p>Increase awareness and participation of economic development officials with industry stakeholders to establish opportunities for sector development, business expansion, attraction and investment. This can be performed through:</p> <ul style="list-style-type: none"> ✓ Ag Cluster Identification ✓ Food Processing ✓ Building Labor Force ✓ Smart Agriculture



Agri-Business
Draft Terms of Reference
 March 22nd, 2024

Role	The group is responsible for ensuring the required activities are effectively implemented and measured according to the project budget and outcomes identified.
Resources	The Executive Director or representative is administrative resource. CAEP BOD determines financial resources for this project annually. Consultants are onboarded to fill gaps in resources and expertise
Membership 2024	
Role	Representative
Chair	
Municipal Member Representative(s)	Mayor Jim Wood, Red Deer County Mayor Barry Kletke, Town of Trochu Councillor Brenda Knight, Lacombe County Councillor Faye McGhee, Kneehill, County
Associate Member Representative(s)	
Business Member Representative(s)	
GOA Representative non-voting	
Industry and/or Community Liaison	Ryan Murphy, Investment Director for Agriculture, InvestAlberta
GoC Representative	
Process for AgriBusiness Committee Membership	<ul style="list-style-type: none"> • Prior to the Fall General Meeting each year, administration and the Chair will review expiring terms. • Notification will be given at the CAEP Fall General Meeting to fill the expired positions. • Applications will be accepted for 1 week post the FGM and the selection process will be done through the CAEP Chair and the AgBus Chair. • Geographic representation, interest and expertise from across the Central Alberta region is considered when filling vacancies. • Representatives may reapply to be appointed. • Staggered 2-year terms commencing January 1



Agri-Business
Draft Terms of Reference
 March 22nd, 2024

Clarity of Roles	<p>Agribusiness Chair: leads the work of the committee, responsible for presiding over deliberations and actions of the task force. Works closely with the Executive Director or staff liaison. Also</p> <ul style="list-style-type: none"> • Guides the work of the committee. • Advances decisions and activities in consultation with Administration • Approve agendas and materials prior to meetings for distribution • Update CAEP Board of Directors at meetings and when not present, provide a written report on same. <p>Administration: leads the operational work of the task force with support from task force members, staff and consultants as required.</p> <ul style="list-style-type: none"> • Collaborates on agenda package with task force chair • Ensures connections with people and organizations to move the project forward <p>Provide task force with regular action items updates, reports and minutes</p>
Governance and Quorum	<p>Quorum is required for decision making and can occur virtually, in person or via email to Executive Director. Quorum is 50% plus 1 of voting members. Votes are based on majority of quorum with efforts to gain consensus.</p> <ul style="list-style-type: none"> •
Evaluation & Revisions	<p>An annual self evaluation will occur to determine effectiveness.</p> <ul style="list-style-type: none"> • These terms of reference will be reviewed, revised if necessary, and approved annually by recommendation to the CAEP Board.
Reporting	<p>Reports to the CAEP membership through the CAEP Board of Directors and at Annual General Meetings</p>
Date of Review Board approval date:	<p>March 22, 2024</p>
Frequency and Manner of Meetings	<p>Meeting Dates and Location:</p> <ul style="list-style-type: none"> • As required

Tourism
Draft Terms of Reference
March 22nd, 2024

Terms of Reference	
Mission & Vision	<p>Mission: Regional Collaboration through awareness, development and engagement of like minded individuals, organizations and industry.</p> <p>Vision: Positive economic development outcomes resulting from regional efforts to build, enhance, develop and support Tourism in the region.</p>
Values & Principles	<ul style="list-style-type: none"> ✓ Collaboration & Respect ✓ Viable and Innovative Communities ✓ Respectful Governance ✓ Economic Vitality ✓ Success for All
Problem	Access to projects and capital that require partners and collaboration for funding and execution.
Goals	<ol style="list-style-type: none"> 1. Strategically align and foster participation between key stakeholders to enable a collective approach problem solving 2. Improve industry communications and understand development gaps 3. Leverage opportunities to connect inter municipal departments for collaborative project creation and funding.
Purpose	<p>Increase awareness and participation of economic development officials with industry stakeholders to establish opportunities for sector development, business expansion, attraction and investment. This can be performed through:</p> <ul style="list-style-type: none"> ✓ Destination Development ✓ Agritourism
Role	The group is responsible for ensuring the required activities are effectively implemented and measured according to the project budget and outcomes identified.



Tourism
Draft Terms of Reference
 March 22nd, 2024

Resources	The Executive Director or representative is administrative resource. CAEP BOD determines financial resources for this project annually. Consultants are onboarded to fill gaps in resources and expertise
Membership 2024	
Role	Representative
Chair	
Municipal Member Representative(s)	Councillor Faye McGhee, Kneehill County Mayor Megan Hanson, Town of Sylvan Lake Councillor Chris Vardas, Town of Sundre
Associate Member Representative(s)	
Business Member Representative(s)	Lesley McMahon, Balmoral Golf
GOA Representative non-voting	
Industry and/or Community Liaison	
GoC Representative	
Process for Tourism Committee Membership	<ul style="list-style-type: none"> • Prior to the Fall General Meeting each year, administration and the Chair will review expiring terms. • Notification will be given at the CAEP Fall General Meeting to fill the expired positions. • Applications will be accepted for 1 week post the FGM and the selection process will be done through the CAEP Chair and the Chair. • Geographic representation, interest and expertise from across the Central Alberta region is considered when filling vacancies. • Representatives may reapply to be appointed. • Staggered 2-year terms commencing January 1



Tourism
Draft Terms of Reference
 March 22nd, 2024

Clarity of Roles	<p>Tourism Chair: leads the work of the committee, responsible for presiding over deliberations and actions of the task force. Works closely with the Executive Director or staff liaison. Also</p> <ul style="list-style-type: none"> • Guides the work of the committee. • Advances decisions and activities in consultation with Administration • Approve agendas and materials prior to meetings for distribution • Update CAEP Board of Directors at meetings and when not present, provide a written report on same. <p>Administration: leads the operational work of the task force with support from task force members, staff and consultants as required.</p> <ul style="list-style-type: none"> • Collaborates on agenda package with task force chair • Ensures connections with people and organizations to move the project forward • Provide task force with regular action items updates, reports and minutes
Governance and Quorum	<p>Quorum is required for decision making and can occur virtually, in person or via email to Executive Director. Quorum is 50% plus 1 of voting members. Votes are based on majority of quorum with efforts to gain consensus.</p>
Evaluation & Revisions	<p>An annual self evaluation will occur to determine effectiveness.</p> <ul style="list-style-type: none"> • These terms of reference will be reviewed, revised if necessary, and approved annually by recommendation to the CAEP Board.
Reporting	<p>Reports to the CAEP membership through the CAEP Board of Directors and at Annual General Meetings</p>
Date of Review Board approval date:	<p>March 22, 2024</p>
Frequency and Manner of Meetings	<p>Meeting Dates and Location:</p> <ul style="list-style-type: none"> • As required



Manufacturing, Emerging Technology & Natural Resources

Draft Terms of Reference

March 22nd, 2024

Terms of Reference	
Mission & Vision	<p>Mission: Regional Collaboration through awareness, development and engagement of like minded individuals, organizations and industry.</p> <p>Vision: Positive economic development outcomes resulting from regional efforts to build, enhance, develop and support technology, manufacturing and natural resource development.</p>
Values & Principles	<ul style="list-style-type: none"> ✓ Collaboration & Respect ✓ Viable and Innovative Communities ✓ Respectful Governance ✓ Economic Vitality ✓ Success for All
Problem	Access to projects and capital that require partners and collaboration for funding and execution.
Goals	<ol style="list-style-type: none"> 1. Strategically align and foster participation between key stakeholders to enable a collective approach problem solving 2. Improve industry communications and understand development gaps 3. Leverage opportunities to connect inter municipal departments for collaborative project creation and funding.
Purpose	<p>Increase awareness and participation of economic development officials with industry stakeholders to establish opportunities for sector development, business expansion, attraction and investment. This can be performed through:</p> <ul style="list-style-type: none"> ✓ Cluster Identification ✓ Carbon Sequestration ✓ Alternative Energy ✓ Aerospace ✓ Manufacturing



Manufacturing, Emerging Technology & Natural Resources

Draft Terms of Reference

March 22nd, 2024

Role	The group is responsible for ensuring the required activities are effectively implemented and measured according to the project budget and outcomes identified.
Resources	The Executive Director or representative is administrative resource. CAEP BOD determines financial resources for this project annually. Consultants are onboarded to fill gaps in resources and expertise
Membership 2024	
Role	Representative
Chair	
Municipal Member Representative(s)	Councillor Dean Billingsley, City of Wetaskiwin Councillor Lawrence Lee, City of Red Deer Mayor Jean Barclay, Town of Innisfail
Associate Member Representative(s)	
Business Member Representative(s)	
GOA Representative non-voting	
Industry and/or Community Liaison	
GoC Representative	
Process for "MEN" Committee Membership	<ul style="list-style-type: none"> Prior to the Fall General Meeting each year, administration and the Chair will review expiring terms. Notification will be given at the CAEP Fall General Meeting to fill the expired positions. Applications will be accepted for 1 week post the FGM and the selection process will be done through the CAEP Chair and the Chair. Geographic representation, interest and expertise from across the Central Alberta region is considered when filling vacancies. Representatives may reapply to be appointed. Staggered 2-year terms commencing January 1



Manufacturing, Emerging Technology & Natural Resources *Draft Terms of Reference*

March 22nd, 2024

Clarity of Roles	<p>“MEN” Chair: leads the work of the committee, responsible for presiding over deliberations and actions of the task force. Works closely with the Executive Director or staff liaison. Also</p> <ul style="list-style-type: none"> • Guides the work of the committee. • Advances decisions and activities in consultation with Administration • Approve agendas and materials prior to meetings for distribution • Update CAEP Board of Directors at meetings and when not present, provide a written report on same. <p>Administration: leads the operational work of the task force with support from task force members, staff and consultants as required.</p> <ul style="list-style-type: none"> • Collaborates on agenda package with task force chair • Ensures connections with people and organizations to move the project forward <p>Provide task force with regular action items updates, reports and minutes</p>
Governance and Quorum	<p>Quorum is required for decision making and can occur virtually, in person or via email to Executive Director. Quorum is 50% plus 1 of voting members. Votes are based on majority of quorum with efforts to gain consensus.</p> <ul style="list-style-type: none"> •
Evaluation & Revisions	<p>An annual self evaluation will occur to determine effectiveness.</p> <ul style="list-style-type: none"> • These terms of reference will be reviewed, revised if necessary, and approved annually by recommendation to the CAEP Board.
Reporting	<p>Reports to the CAEP membership through the CAEP Board of Directors and at Annual General Meetings</p>
Date of Review Board approval date:	<p>March 22, 2024</p>
Frequency and Manner of Meetings	<p>Meeting Dates and Location:</p> <ul style="list-style-type: none"> • As required

CAEP Committee Member Nomination

May 1st, 2024

Nomination Agreement

By signing and returning this form, you have expressed your intent to volunteer as a Committee Member of the Central Alberta Economic Partnership Ltd. and have acknowledged that:

- You are representative of a CAEP member (Municipal or Associate) in good standing
- You acknowledge the Committee Terms of Reference of the Central Alberta Economic Partnership Ltd. and are prepared to contribute as a CAEP Committee Member
- You acknowledge the time requirement and will make every attempt to prepare for and attend meetings as required, to support and advocate for the organization as a CAEP Committee Member
- You agree to serve as a CAEP Committee Member for a term expiring at the Fall General Meeting
- CAEP reserves the right to excuse any CAEP Committee Member who is not serving in the best interest of the organization

CAEP Committee Member Nomination:

- Municipal Member
- Associate Member

Name: _____

Address: _____ City/Town _____ Postal Code: _____

Email: _____ Mobile: _____

Signature: _____ Date: _____

Sector of Interest: please select one of the following

- Transportation & Logistics** ~ Connections Corridor, Regional Airports, Wayfinding, etc.
- Agribusiness** ~ Agrifood, Processing, Technology, etc.
- Manufacturing, Emerging Technology, Natural Resources** ~ Broadband, Alternative Energy, etc.
- Tourism** ~ Attraction, Film, Visitor Profile, etc.
- Please describe your experience and/or passion that will add value to the committee and deliver expectations of collaborative committee work:**

Please submit this form to tracy@caepalberta.com

Internal Use Only:

I/We hereby accept the above representative to serve as a CAEP Committee Member.

Name: Jean Barclay Title: Chairperson Date: _____

Signature: _____

Vision: Beyond ordinary, Central Alberta is a business friendly, diverse, and welcoming region that provides optimal opportunity for all.

Mission: Convenes business, communities, and people to foster local success and advance Central Alberta's regional competitive advantage.

Values: CAEP puts communities first, is open and inclusive, acts with integrity, and provides leadership.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: Art Banner Program
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

In an effort to celebrate and showcase our local artists, Council approved a program to display local art banners on our streetlight poles in our downtown core (20 Street) as well as along 20 Avenue. These banners will enhance our streetscapes for residents and visitors alike, while celebrating our local artists, landscapes, and history.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The submission deadline was May 15, 2024. Timeline for the program:

- Submission deadline – May 15, 2024
- Banner selection – May 16-31, 2024
- Banner production – June 1-30, 2024
- Banner installation – following Grad Banner removal

The Art Banner Program package sets out the parameters of the requirements and eligibility. The Selection Criteria indicates that Administration will review all submissions and make recommendations to Council for the final selection of banners.

Administration is recommending the selection of the banners be done at a Committee of the Whole Meeting and a recommendation brought back to Council.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To refer the Art Banner submissions to the Committee of the Whole for recommendation.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: Pre-Summer Visioning
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Administration would like to have a visioning session prior to the summer break. This session would include organizational planning, service level discussion, and pre-budget planning.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council has set Monday, June 24, 2024 for the Municipal Development Plan (MDP) Workshop. The event is currently scheduled to start at 5:30 p.m.

Administration is proposing that a visioning session be scheduled for the same day. To accommodate both sessions, administration is recommending that the workshop commence at 4:30 p.m. rather than 5:30 p.m. Both sessions could be accommodated with a short dinner break in between.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To set a pre-summer visioning session on June 24, 2024, and to change the start time of the Visioning / MDP workshop to 4:30 p.m.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
SUBJECT: Committee of the Whole Meetings
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Administration is requesting that Committee of the Whole Meetings be set for June 11 and June 25, 2024 at 4:30 p.m., prior to the Regular Council Meeting, to help move forward with matters of importance to Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following items are being recommended for discussion at the June 11 Committee of the Whole:

- Selection of Art Banners
- Final Stretch Workshop Follow-up

Discussion items for June 25 Committee of the Whole:

- Pre-Summer Visioning Follow-up
- Setting Priorities from the Strategic Plan to end of term

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To set Committee of the Whole Meetings for June 11, 2024 and June 25, 2024 at 4:30 p.m. for the outlined committee business.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: May 28, 2024
 SUBJECT: 2024 Community Grant program
 ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

During their budget process, Council allocated \$30,000 from the 2023 year-end surplus to the 2024 Community Grant Program. This program was established in 2021, and the funds are to be distributed to eligible Didsbury groups to assist with events, programs and facility waivers that serve the Didsbury community. The Community Grant Program Policy (CS 003-24) was updated at the January 9, 2024 RCM, and this new process and application form were utilized for the 2024 grant intake.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Following is a list of the 2024 Community Grant applications:

2024 Town of Didsbury Community Grant Program			
Organization	Explanation of Request	Value	Recommended
Didsbury Elks Lodge #514	Funding for parade costs (parade bands, advertising, ribbons, etc)	\$ 2,000.00	
Didsbury Agricultural Society	Funding for annual FCA rodeo	\$ 2,000.00	
Didsbury Golf Club	Funding for purchase of two tarp sheds for golf course operations	\$ 2,000.00	
Didsbury Aqua Jets Swim Club	Funding for costs associated with annual swim meet	\$ 2,000.00	
Heart2U Didsbury	Funding for Christmas Hamper program	\$ 2,000.00	
Didsbury 5-0 Club	Funding for painting upper level of 5-0 Club facility	\$ 2,000.00	
Didsbury Rec Hockey	Funding to help off-set operation costs	\$ 2,000.00	
3025 Didsbury Army Cadets	Funding to host a camp for first and second year cadets	\$ 2,000.00	
Mountain View Football Association	Purchase of equipment for players	\$ 2,000.00	
Mountain View Arts Society	Funding for Mountain View Arts Festival	\$ 1,046.50	
Didsbury Minor Hockey Association	Funding for costs associated with four tournaments	\$ 2,000.00	
Didsbury & District Historical Society	Funding for repairs to red doors at Museum	\$ 2,000.00	
Didsbury Figure Skating Club	Funding to help off-set operation costs	\$ 2,000.00	
Alberta Institute for Wildlife Conservation	Caring for Alberta Wildlife project	\$ 1,500.00	
TOTAL		\$ 26,546.50	
2024 Facility Requests			
Organization	Explanation of Request	Value	Recommended
Mountain View Arts Society	Mountain View Arts Fest facility rentals	\$ 953.50	
TOTAL		\$ 953.50	

Administration is recommending that this item be referred to the Financial Planning Committee for review and recommendations to be brought back to Council regarding funding allocations for 2024.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

To refer the 2024 Community Grant applications to the Financial Planning Committee for review and to bring back recommendations for funding to Council.