



**TOWN OF DIDSBURY AGENDA
Regular Council Meeting**

**Tuesday, April 14, 2026, 6:00 pm
Council Chambers 1606 14 Street**

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1. <u>CALL TO ORDER</u>	
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13. <u>RECONVENE</u>	
14. <u>ADJOURNMENT</u>	



REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 14, 2026
SUBJECT: MNP LLP – 2025 Audit Report
ORIGINATING DEPARTMENT: Corporate Services
ITEM: 3.1

BACKGROUND/PROPOSAL:

Melisa Milne, Partner and Sean Jones, Manager of MNP LLP will be presenting an overview of the 2025 Independent Auditor's Report followed by a presentation of the Audited Financial Statements by the Chief Financial Officer.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Section 276(1) of the *Municipal Government Act* states that each municipality must prepare annual financial statements of the municipality for the immediately preceding year.

Council can find the attached Audited Financial Statements in item 8.1 of the agenda, when Council will be asked to formally approve the Audited Financial Statements.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To thank the representatives from MNP LLP for their presentation of the 2025 audit report and audited financial statements.



REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 14, 2026
SUBJECT: Didsbury Golf Club
ORIGINATING DEPARTMENT: Legislative Services
ITEM: 3.2

BACKGROUND/PROPOSAL:

Jason Enns and Sean Kidd, president and vice president of the Didsbury Golf Club are presenting to Council an overview of the Golf Club's operations in town as well as an introduction to the leasehold between the Club and the Town for the operation of the Golf Course, which expires in 2027.

The Town of Didsbury owns the land on which the Golf Course is situated, the Club has held a leasehold with the Town since 1985. The Golf Course owns and operates the buildings and equipment of the Golf Course, as per the terms of the lease.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Given that the lease between the Club and the Town will be expiring in 2027, the Town would be looking to include some more specific provisions to modernize the terms and provide greater clarity regarding the operations.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION *(two motions)*

To thank the Didsbury Golf Club for their presentation and accept it as information.

AND

To direct Administration to bring commence discussions with the Golf Club to review the existing lease and develop a framework for future golf course operations.

Didsbury Golf Course





About Us

- **Board members- 14- 8 live in Didsbury, 6 live in MV County**
- **Paid staff- 12 local people**
- **Volunteer Committee's**
- **Adult Members- 225**
- **Junior Members – 160 kids**
- **Men's League-112 men**
- **Ladies Leagues- 30-40 ladies**
- **Seniors League- 30 seniors**
- **Tournaments- 13 per year, ran by volunteers. Some are Private tournaments from outside of our Region**
- **Eliminated Manager/Pro Position in 2008 to save approx \$80,000/yr and replaced that position with our Operations Committee consisting of 5 board members (unpaid position)**
- **DGC is a non- profit society**



Recent Upgrades

- **Driving Nets- \$10k**
- **Breezeway- \$15k**
- **Storage Tents- \$15k**
- **Junior Tee boxes- \$21k**
- **Putting green/Turf Management \$30k**
- **Washrooms- \$10k**
- **Golf cart Shelters- \$15k**
- **Upgraded Maintenance shop- \$12k**
- **#1 Green- \$35k**
- **New Tables in Tournament room and deck \$5k**
- **Clubhouse upgrades- \$75k (flooring, painting, deck rails etc)**



Upgrades Needed to Operate this Season

- Septic (immediately need to be fixed)
- Parking Lot upgrade- required by Didsbury Fire Department.
- Kitchen Reno's-being performed (\$20k)
- 100 to 200amp service upgrade- being performed (\$6K)
- Security Camera's upgrade (\$1k)
- Course Equip (Tractor) \$45k

Future Upgrades Needed

- Irrigation - \$250k
- Tree Replacement- ongoing approx. \$7k per year
- Golf Carts- \$250k (inventory up to 22yrs old)
- Deck Reno's- \$100k
- Continued Maintenance on road leading up to the golf course



Ways we keep the Course Running

- **Casino- every 3yrs generates approx. \$22k- (approx. 300 man hours/3yr)**
- **Board Member Volunteer Hours (approx. 1800 hours/yr)**
- **Work Bees- Member Volunteer Hours (approx. 400 hours/yr)**

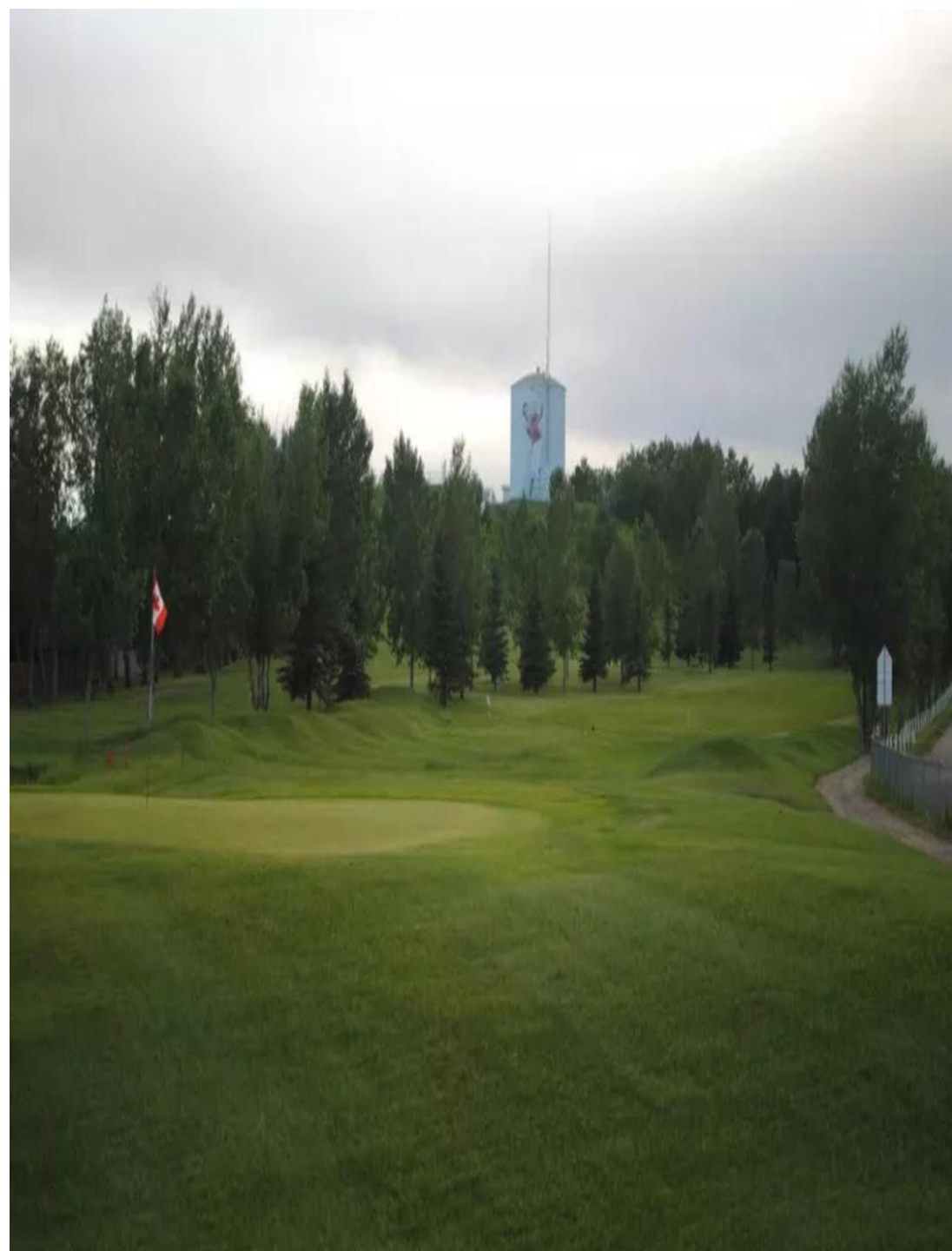
Highlights

- **Tree and dead fall removal 2025 saved the course probably \$25k with volunteers and their equipment**
- **Trenching, Stump grinding, cart path maintenance**



Junior Program Success

- **GTA Sponsors the Program**
- **Since 2010 GTA has helped raised over \$75k those funds go directly back into the course for the juniors. Eg built Junior tee boxes, golf clubs and pull carts for the Juniors**
- **2022 Provincial Champs**
 - Zach Miller- Current Board Member
 - Luke Stroyan- Current Adult Member
 - Jarrett Miller- Current Adult Member
 - Jack Holdstock
- **2023 Silver at Zones, Bronze at Provincials**
 - Sawyer Campbell
 - Peyton Reese
 - Ayden Backstrom
 - Jack Reidel



Future Plans

- **Lease expires October 2027**
- **What does a new lease look like?**

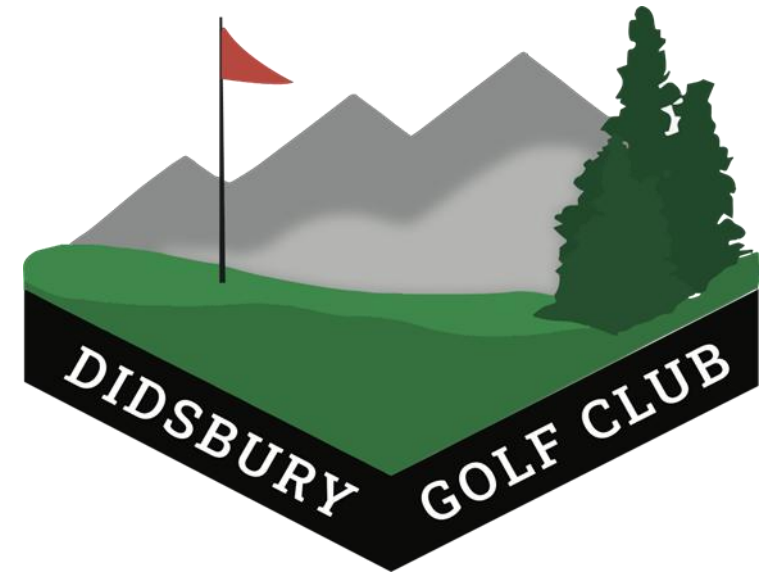
DGC Golf Club would like to extend a formal invitation to come to the Golf Course for a dinner and tour of the course when its open. Booked for May 7th 4- 7:30pm already.

Questions?

- **2025 Financial**
- Income **\$354,690**
- Operating Expenses **\$316,062** (not including projects)

- **Help from the Town**
- Tree Grants
- Summer Student Grants
- Equipment sharing
- Capital Projects

- DGC proudly serving Didsbury, MVC and surrounding communities since 1984





REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 14, 2026
SUBJECT: March 24, 2026 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services
ITEM: 4.1

BACKGROUND/PROPOSAL:

The minutes of the March 24, 2026 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 March 24, 2026 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting held on
March 24, 2026 in Council Chambers 1606 14 Street
Commencing at 6:00 p.m**

Council Members Present Mayor Chris Little (*attended virtually via Zoom*)
Deputy Mayor Bob Murray
Councillor Curt Engel
Councillor Troy Lambert
Councillor Irwin Mahon
Councillor Norm Quantz
Councillor Will Stevens

Administration Present Chief Administrative Officer, Michael Simpson
Chief Financial Officer, Amanda Riley
Director of Community Services, Nicole Aasen
Director of Engineering & Infrastructure, Craig Fox
Legislative Services Coordinator/Recording Officer, Jocelyn Baxter
Communications Coordinator, Lisa Bastarache
Council and Community Relations Coordinator, Nelisha Bruce
Planner, Tracey Connatty
Development Officer, Lee-Ann Gaudette
Fire Chief, Curtis Mousseau

1. **CALL TO ORDER**
Deputy Mayor Murray called the March 24, 2026 Regular Council Meeting to order at 6:00 p.m.
2. **ADOPTION OF THE AGENDA**
Res. 126-26
MOVED by Councillor Engel
To adopt the March 24, 2026 Regular Council Meeting as presented.
Motion Carried
3. **DELEGATIONS/PRESENTATIONS**
 - 3.1 **Hope 4 MVC Kids**
Res. 127-26
MOVED by Councillor Stevens
To thank Hope 4 MVC Kids for their presentation and accept it as information.
Motion Carried
 - 3.2 **Melody Knutson**
Res. 128-26
MOVED by Councillor Engel
To thank Melody Knutson for her presentation, and receive it as information.
Motion Carried
4. **ADOPTION OF MINUTES**
 - 4.1 **March 10, 2026 Regular Council Meeting Minutes**
Res. 129-26
MOVED by Councillor Quantz
To adopt the March 10, 2026 Regular Council Meeting Minutes as presented.
Motion Carried

5. PUBLIC HEARINGS

Deputy Mayor Murray called the public hearing for bylaws 2026-03, 2026-04, 2026-05, 2026-06, and 2026-07 at 6:31 p.m. The public hearing considered all of the Land Use Amending Bylaws being presented to allow for questions throughout the presentation, as the bylaws are largely interrelated.

Council heard an introduction of Bylaw 2026-05 from Administration. Administration is recommending that the bylaw be amended on second reading to include Retail (Grocery) as a permitted use within the RC2 – Residential/Commercial – High Density District. Deputy Mayor Murray called from questions or comments from Council and then called for questions or comments from the gallery and those on Zoom, either for or opposed to the bylaw. One individual spoke in favour of Bylaw 2026-05 with a question pertaining to maximum building height.

Council heard a presentation on Bylaws 2026-03, 2026-04, 2026-06, and 2026-07 from Administration. Deputy Mayor Murray called from questions or comments from Council and then called for questions or comments from the gallery and those on Zoom, either for or opposed to the bylaw.

Deputy Mayor Murray asked for a final call for questions or comments, either in for or opposed, to any of the bylaws presented. Hearing none, Deputy Mayor Murray closed the Public Hearing for Bylaw 2026-03, 2026-04, 2026-05, 2026-06, and 2026-07 at 6:48 p.m.

6. CAO REPORT

Res. 130-26

MOVED by Councillor Stevens

To accept the Chief Administrative Officer Report for March 24, 2026 as information.

Motion Carried

7. BYLAWS & POLICIES

7.1 Land Use Amending Bylaw 2026-03

Res. 131-26

MOVED by Councillor Engel

That Council grant second reading to Land Use Amending Bylaw 2026-03.

Motion Carried

Res. 132-26

MOVED by Councillor Engel

That Council grant third and final reading to Land Use Amending Bylaw 2026-03.

Motion Carried

7.2 Land Use Amending Bylaw 2026-04

Res. 133-26

MOVED by Councillor Quantz

That Council grant second reading to Land Use Amending Bylaw 2026-04.

Motion Carried

Res. 134-26

MOVED by Councillor Quantz

That Council grant third and final reading to Land Use Amending Bylaw 2026-04.

Motion Carried

7.3 Land Use Amending Bylaw 2026-05

Res. 135-26

MOVED by Councillor Mahon

That Council grant second reading to Land Use Amending Bylaw 2026-05 as amended.

Motion Carried

Res. 136-26

MOVED by Councillor Mahon

That Council grant third and final reading to Land Use Amending Bylaw 2026-05.

Motion Carried

7.4 Land Use Amending Bylaw 2026-06

Res. 137-26

MOVED by Councillor Lambert

That Council grant second reading to Land Use Amending Bylaw 2026-06.

Motion Carried

Res. 138-26

MOVED by Councillor Lambert

That Council grant third and final reading to Land Use Amending Bylaw 2026-06.

Motion Carried

7.5 Land Use Amending Bylaw 2026-07

Res. 139-26

MOVED by Councillor Stevens

That Council grant second reading to Land Use Amending Bylaw 2026-07.

Motion Carried

Res. 140-26

MOVED by Councillor Stevens

That Council grant third and final reading to Land Use Amending Bylaw 2026-07.

Motion Carried

7.6 Land Use Amending Bylaw 2026-09

Res. 141-26

MOVED by Councillor Engel

That Council grant first reading to Land Use Amending Bylaw 2026-09.

Motion Carried

Res. 142-26

MOVED by Councillor Quantz

To set **Tuesday, April 28, 2026** as the public hearing for Land Use Amending Bylaw 2026-09.

Motion Carried

7.7 Neutral Public Spaces Bylaw 2026-08

Res. 143-26

MOVED by Mayor Little

That Council grant third and final reading to Public Space Neutrality Bylaw 2026-08.

Councillor Stevens requested a recorded vote.

	In Favour	Opposed
Mayor Little	X	
Deputy Mayor Murray	X	
Councillor Engel		X
Councillor Lambert	X	
Councillor Mahon	X	
Councillor Stevens		X
Councillor Quantz		X

Motion Carried

8. BUSINESS

8.1 Solid Waste Services Contract - Extension

Res. 144-26

MOVED by Councillor Quantz

To approve a 2-year contract extension with Environmental 360 Solutions (E360S) for the provision of solid waste, compost and recycling services as required.

Motion Carried

8.2 Municipal Enforcement Vehicle Replacement Budget Amendment

Res. 145-26

MOVED by Councillor Engel

To amend the 2025 Capital Budget to increase the Municipal Enforcement Vehicle Replacement budget by \$10,000, for a project total of \$90,000 to be funded from the Municipal Enforcement Reserve.

Motion Carried

8.3 Utility Departments Year End Reconciliation

Res. 146-26

MOVED by Councillor Engel

To approve the allocation of the 2025 year-end Water Department surplus of \$380,071 to the Water Reserve.

Motion Carried

Res. 147-26

MOVED by Councillor Engel

To approve the allocation of the 2025 year-end Wastewater Department surplus of \$101,319 to the Wastewater Reserve.

Motion Carried

Res. 148-26

MOVED by Councillor Engel

To approve the allocation of 2025 year-end Solid Waste surplus of \$35,957 to Unrestricted Surplus to assist with municipal cash flows.

Motion Carried

8.4 2025 Year End Surplus Reconciliation

Res. 149-26

MOVED by Councillor Engel

To approve funding the 2025 subdivision deficit of \$197,686 to internal borrowings due from Subdivision, the balance of which is to be repaid from future land sales of Shantz lots 1, 2, 10, 11 and 12.

Motion Carried

Res. 150-26

MOVED by Councillor Engel

To approve the allocation of the 2025 year-end surplus as follows:

1. \$4,680 from the proceeds of sale of equipment to the O&M Vehicle and Equipment Replacement Reserve;
2. \$24,870 from the overall surplus to the Council Community Grants Reserve;
3. The remaining surplus and proceeds from sale of property in 2025 to Unrestricted Surplus to assist with municipal cash flows.

Motion Carried

8.5 Joint Use Planning Agreement - Town of Didsbury and CESD
Res. 151-26
MOVED by Councillor Mahon
To table item 8.5 and bring back the Joint Use and Planning Agreement with Chinook's Edge School Division to the April 14, 2026 Regular Council Meeting.

Motion Carried

8.6 Organizational Chart Amendment - Operations Department

Res. 152-26

MOVED by Councillor Stevens

To approve the following amendments to the Organizational Chart, and related job descriptions and associated wage grids as presented:

1. Reclassify the position of Foreman/Utility Operator to Utility Operator;
2. Reclassify one Heavy Equipment Operator position to Lead Hand.

Motion Carried

8.7 Sturling Rock Project - Committee

At the March 10, 2026 Regular Council Meeting, Councillor Quantz has declared a conflict of interest under section 172.1(2)(a) and (b) on the matter of the Sturling Committee and therefore will recuse himself from discussion and voting on the matter in accordance with section 172.1(2)(a)(b).

Res. 153-26

MOVED by Councillor Stevens

To strike a Community Partnership Project Ad Hoc Committee to make a recommendation to Council on the proposed sturling rock display application and to appoint Councillors Lambert, Mahon and Councillor Engel.

Motion Carried

8.8 Town of Didsbury Library Board Member Appointment

Res. 154-26

MOVED by Councillor Engel

To appoint Trudy Woodlands to the Town of Didsbury Library Board for a term commencing March 25, 2026 and ceasing on November 1, 2028.

Motion Carried

8.9 Mountain View Regional Water Services Commission Request

Res. 155-26

MOVED by Councillor Engel

To pose the following questions to the Mountain View Regional Water Services Commission:

- What is driving the seemingly rapid increase in water rates, what are the contributing factors to that?

Motion Carried

8.10 2026 Rosebud Health Foundation Spring Fling

Res. 156-26

MOVED by Councillor Quantz

To accept the 2026 Rosebud Health Foundation Spring Fling as information.

Motion Carried

9. COUNCIL REPORTS

Res. 157-26

MOVED by Councillor Stevens

To accept the March 24, 2026 Council Reports as information.

Motion Carried

10. CORRESPONDENCE & INFORMATION

Res. 158-26

MOVED by Councillor Engel

To include correspondence relating to Bylaw 2026-08 received after the March 24, 2026 agenda deadline requesting to be included in Council's agenda package be included in future Regular Council Meeting agenda packages.

Motion Carried

11. QUESTION PERIOD

12. CLOSED MEETING

Res. 159-26

MOVED by Councillor Quantz

To go into closed meeting at 8:37 p.m. for the following items:

- 12.1 Tax Incentives - section 32 of ATIA
- 12.2 Outstanding Loan - section 32 of ATIA
- 12.3 Draft Agreement - section 19 of ATIA

Motion Carried

Mayor Little left the meeting at 9:29.

Mayor Little returned to the meeting at 9:32.

13. RECONVENE

Res. 160-26

MOVED by Councillor Mahon

To return to open meeting at 9:35 p.m.

Motion Carried

Res. 161-26

MOVED by Councillor Engel

To continue the collection efforts of the outstanding loan as discussed.

Motion Carried

Res. 162-26

MOVED by Councillor Stevens

That Council approve a Rental Agreement valued at \$2,000/month with Kidz Playhouse Daycare for a term of July 1, 2026 to August 31, 2026 for use of the Curling Rink surface, lower lobby and lower washrooms to offer a summer day camp program.

Motion Carried

14. ADJOURNMENT

Res. 163-26

MOVED by Councillor Quantz

To adjourn the March 24, 2026 Regular Council Meeting at 9:37 p.m.

Motion Carried



REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 14, 2026
SUBJECT: CAO Report
ORIGINATING DEPARTMENT: Legislative Services
ITEM: 6.0

BACKGROUND/PROPOSAL:

Please find attached the Chief Administrative Officer's (CAO) Report for April 14, 2026 which includes the following:

- CAO Activity Report
- Development Permits Issued as of April 9, 2026
- 2025 Fourth Quarter Capital and Operating Financial Report

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 April 14, 2026 as information.

Office of the Chief Administrative Officer

Activity Report - April , 2026



Economic Development and Filming

Economic Development budget revisions and finalization discussions with the CFO. Meeting with Community Relations Coordinator to discuss Mountain View Regional Film Office matters.

Strategically Managed Infrastructure

Teams meeting with Sundre and Mountain View County and Didsbury to discuss grant coverage, film office policies centered around film permits, collection and management of data, revenue sharing etc. Meeting with HR regarding compensation study results and discussions around FTE's and budget needs. Brief attendance at new business opening, Castle Putt.



Community Growth and Development

March 31 Meeting with prospective developer regarding housing market conditions in Didsbury, future projects and their impact on housing needs in the region. Special meeting of Council also held regarding land matters for parcels offered for sale to private buyers. A local developer has been connected with this individual for further conversations around mutually beneficial business matters.

Vibrant & Connected Character Community



Strong & Resilient Local Economy

Meeting with Chinook's Edge Associate Superintendent, Corporate Services, Jason Drent regarding future capital priorities within the division. Of interest to Council is the capital plan for the division which shows Westglen School as listed in the top four priorities for modernization efforts within the school division, though not necessarily as the top priority. Factors such as provincial capital plans heavily influence timelines for when projects like a modernization of Westglen School would take place.



Liveability

Administration and Council Matters

Interviews for Operations Manager position with HR and Engineering and Infrastructure Director. Three candidates interviewed, two found to be highly qualified, based on municipal experience.



Governance & Organizational Excellence

Throughout the weeks since last council meeting, there have been many meetings with directors in-between formal meetings involving project management, staffing matters, budget-related matters and responding to external requests for information.

Meeting with Mayor Little to discuss legal matters relating to communications received over Neutral Spaces bylaw and the steps being taken to address the situation.

CAO Report: Developments as of April 9, 2026

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 26-018	1920 – 20 Street	Signage – Fascia (Pharmasave)	Signarama c/o Kyle Huggins (a) K.T. Keller Holdings Ltd. (o)	Mar 20, 2026

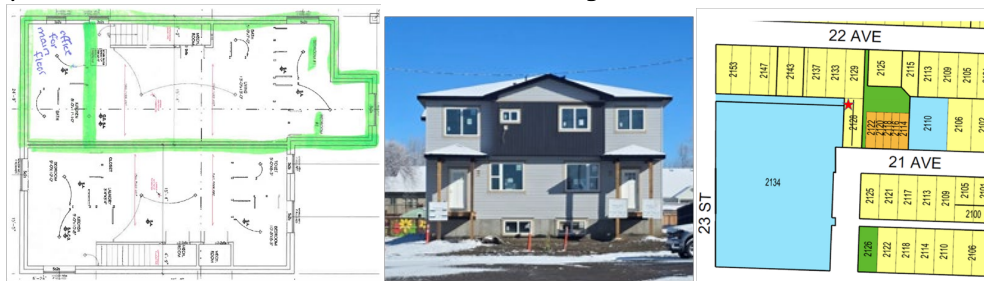
Development Officer (Discretionary Use) Decisions:

PERMIT	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE	APPEAL PERIOD ENDS
DP 26-016	2128 – 21 Avenue	Secondary Suite (Internal) w/ Parking Variance	Masterbuilt Projects Ltd. (a/o)	Mar 27, 2026	Apr 17, 2026 (at 4:30 pm)
DP 26-017	2130 – 21 Avenue	Secondary Suite (Internal)	Masterbuilt Projects Ltd. (a/o)	Mar 27, 2026	Apr 17, 2026 (at 4:30 pm)

DP 26-016: Secondary Suite to be added in the basement of the Dwelling, Semi-Detached with parking variance

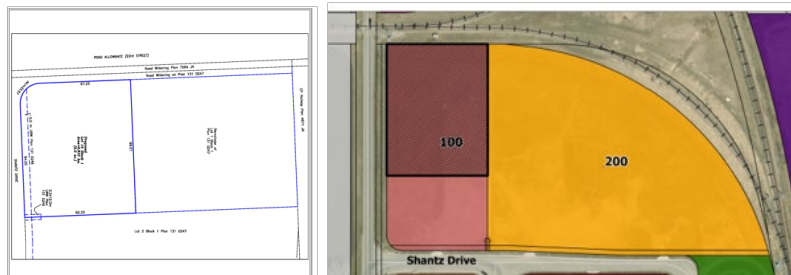


DP 26-017: Secondary Suite to be added in the basement of the Dwelling, Semi-Detached



Municipal Planning Commission (Discretionary Use) Decisions:

PERMIT	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
SD 26-001	100 Shantz Drive	Subdivision into two lots	Town of Didsbury (a/o)	April 8, 2026



The next MPC Meeting is scheduled for Wednesday, April 22, 2026

Town of Didsbury 4th Quarter Financial Report 2025 Capital Budget Progress as of December 31, 2025																
2025 CAPITAL BUDGET ³ :						Capital Spending			Budgeted Funding							
Asset	PY Carryover	Q1 Expenses	Q2 Expenses	Q3 Expenses	Q4 Expenses	Actual to December 31, 2025	Budget	Status ²	Operating	Reserves	Grants	Debt	Other / External	Developer Levies	TOTAL	
Infrastructure																
2025 Roadworks		13,846	11,482	384,819	903	411,050	\$ 550,000	COMP	-	-	550,000	-	-	-	550,000	
Westhill Drive & 23 St Storm Replacement		-	1,500	10,736	155,909	168,145	\$ 180,000	COMP	-	-	180,000	-	-	-	180,000	
Buildings																
Memorial Complex LED Lighting Upgrade		-	39,558	-	-	39,558	\$ 40,000	COMP	-	20,000	20,000	-	-	-	40,000	
Memorial Complex Eavestrough Repairs		-	-	36,326	2,307	38,633	\$ 38,500	COMP	8,500	30,000	-	-	-	-	38,500	
Arena Overhead Door Replacement		-	-	-	-	-	\$ 25,000	NS	-	25,000	-	-	-	-	25,000	
Ice Plant Adiamatic Condenser		116,918	19,828	217,315	-	354,061	\$ 400,000	COMP	-	400,000	-	-	-	-	400,000	
Land Improvements																
Westhill Playground Replacement		-	-	75,011	333	75,344	\$ 75,000	COMP	-	75,000	-	-	-	-	75,000	
Didsbury Tree Project		-	-	5,000	-	5,000	\$ 220,400	IP	-	102,700	117,700	-	-	-	220,400	
Memorial Complex Additional Parking Lot		-	-	106,480	22,562	129,042	\$ 215,000	COMP	-	190,000	-	-	25,000	-	215,000	
Vehicles & Equipment																
Thermal Imaging Camera Replacement		-	-	13,837	-	13,837	\$ 18,000	COMP	18,000	-	-	-	-	-	18,000	
Municipal Enforcement Vehicle Replacement		-	-	-	-	-	\$ 80,000	IP	-	80,000	-	-	-	-	80,000	
Second Rapid Attack Vehicle		-	-	50,000	-	50,000	\$ 50,000	COMP	-	50,000	-	-	-	-	50,000	
Street Sweeper Replacement		-	499,931	-	-	499,931	\$ 500,000	COMP	-	500,000	-	-	-	-	500,000	
GIS & Asset Management Software		-	-	-	-	-	\$ 110,000	CANC	60,000	-	50,000	-	-	-	110,000	
Server Upgrades & Segmentation		-	-	25,269	-	25,269	\$ 31,050	COMP	31,050	-	-	-	-	-	31,050	
						1,809,870	\$ 2,532,950		117,550	1,472,700	917,700	-	25,000	-	2,532,950	
2024 CAPITAL BUDGET (CARRYOVER PROJECTS)⁴:																
Asset						Actual to December 31, 2025	Budget	Status²	Operating	Reserves	Grants	Debt	Other / External	Developer Levies	TOTAL	
East Reservoir Design & Construction	223,532.45	60,421	199,974	881,466	903,974	2,269,368	\$ 7,400,000	IP	-	1,144,000	2,541,000	3,500,000	-	215,000	7,400,000	
Water Transmission Line (Supply Main)	24,883	6,770	-	1,375.50	-	33,028	\$ 150,000	COMP	-	150,000	-	-	-	-	150,000	
RV Sani-dump Design & Construction	441	-	3,474	4,790	11,925	20,630	\$ 130,000	IP	-	130,000	-	-	-	-	130,000	
21 Avenue Connector - Water Design & Construction [20 St to 16 St]	126,041	11,332	23,460	4,291	29,312	194,435	\$ 1,750,000	IP	-	-	1,750,000	-	-	-	1,750,000	
Advanced Metering Infrastructure System - Remote Reading	12,026	49,989.99	31,756.92	25,687	6,060	125,520	\$ 250,000	IP	-	250,000	-	-	-	-	250,000	
Didsbury Fire Department Command Vehicle	-	54,534	-	-	46,817	101,351	\$ 110,000	COMP	-	55,000	-	-	55,000	-	110,000	
OTHER PROJECTS																
Lateral Line Supply Main (Water Commission Project)	-	-	-	-	-	-	\$ 597,400	IP	-	597,400	-	-	-	-	597,400	

¹ Dept: Engineering & Infrastructure ("EI"), Recreation & Community Services ("RCS"), Corporate Services ("CS")

² Status: Not started ("NS"), In Progress ("IP"), Completed ("COMP"), Cancelled ("Canc")

³ 2025 Capital Budget Projects Approved December 10, 2024 (Res#683-24); Amendments January 14, 2025 (Res#012-25), July 8, 2025 (Res#421-25), September 9, 2025 (Res#477-25), November 25, 2025 (Res#565-25), February 24, 2024 (Res#098-26), March 24, 2025 (Res #145-26)

⁴ 2024 Capital Budget Projects Approved January 17, 2024 (Res#023-24, Res#028-24); Amendments January 23, 2024 (Res#043-24, Res#044-24, Res#045-24); March 26, 2024 (Res#219-24); April 23, 2024 (Res#281-24); May 14, 2024 (Res#315-24); June 25, 2024 (Res#431-24); October 22, 2024 (Res#572-24); December 10, 2024 (Res#700-24); April 22, 2025 (Res#255-25)

**Town of Didsbury
2025 4th Quarter Financial Report
Internally Restricted Reserves Continuity Schedule as of December 31, 2025**

	Actuals				Commitments			Resolution #	Reserve Available at December 31, 2025	Notes
	January 1, 2025 Actual	Transfers In (YTD)	Interest (YTD)	Transfers Out (YTD)	December 31, 2025 Balance	Outstanding Capital Budget Transfers from Reserves	Outstanding Transfers from Reserves Approved by Resolution			
Strategic Initiatives & Contingency	764,563	29,000	24,077	(83,016)	734,623	-	-		734,623	
Municipal Stabilization Reserves	764,563	29,000	24,077	(83,016)	734,623	-	-		734,623	
RCMP	10,214	10,000	338	-	20,552	-	-		20,552	
Municipal Enforcement	129,421	15,000	4,278	-	148,699	(90,000)	-		58,699	
O&M Vehicle & Equipment Replacement	959,616	261,680	22,770	(574,931)	669,136	-	-		669,136	
Didsbury Memorial Complex	746,479	244,700	20,752	(313,842)	698,089	(25,000)	-		673,089	
Pathway & Trails	114,002	8,475	3,544	(7,964)	118,056	-	-		118,056	
Train Station	27,226	-	894	-	28,119	-	-		28,119	
Campground	23,000	-	755	-	23,755	-	-		23,755	
Cemetery and Columbaria	22,635	-	743	-	23,379	-	-		23,379	
Fire Vehicle & Equipment	253,534	95,000	6,962	(100,675)	254,821	-	-		254,821	
Firehall R&M	90,626	5,000	2,995	-	98,622	-	-		98,622	
Roads & Sidewalks	193,535	100,000	6,207	-	299,742	-	-		299,742	
Municipal Lifecycle Reserves	2,570,290	739,855	70,237	(997,413)	2,382,970	(115,000)	-		2,267,970	
Snow Removal	50,000	-	-	-	50,000	-	-		50,000	
Council Community Grants	33,500	28,870	-	(32,370)	30,000	-	-		30,000	
Contract Policing	94,844	-	-	(44,844)	50,000	-	-		50,000	
Economic Development & Tourism	119,772	-	-	(5,000)	114,772	-	-		114,772	
Legacy Fund	15,297	-	-	-	15,297	-	(15,297)	385-21	-	1
Old Fire Hall / Film Location (CLOSED)	25,500	-	-	(25,500)	-	-	-		-	
Municipal Specific Purpose Reserves	338,913	28,870	-	(107,714)	260,069	-	(15,297)		244,772	
Water	2,965,245	880,071	93,785	(64,892)	3,874,210	(1,206,240)	(597,400)	494-25	2,070,570	2
Wastewater	1,386,452	261,319	43,291	(76,936)	1,614,125	(171,609)	-		1,442,516	
Wastewater (non-cash funded portion)	398,856	-	-	-	398,856	-	-		398,856	
Solid Waste	50,000	-	-	-	50,000	-	-		50,000	
Utility Reserves	4,800,553	1,141,391	137,076	(141,828)	5,937,191	(1,377,849)	(597,400)		3,961,942	
Total	8,474,318	1,939,116	231,389	(1,329,971)	9,314,853	(1,492,849)	(612,697)		7,209,307	

Notes

1. Resolution #385-21 - \$15,296.89 for future development of interior community mural
2. Resolution #494-25 - \$597,400 for Water Transmission Line Contribution

Town of Didsbury
 2025 4th Quarter Financial Report
 Externally Restricted Reserves Continuity Schedule as of December 31, 2025

	January 1, 2025 Actual	Actuals			December 31, 2025 Balance	Commitments				Reserve Available at December 31, 2025
		Transfers In (YTD)	Interest (YTD)	Transfers Out (YTD)		Budgeted / Approved Transfers to Reserves	Capital Budget Transfers from Reserves	2025 Operating Budget Transfers from Reserves	Transfers from Reserves Approved by Resolution	
Municipal Cash In Lieu Reserve	389,792	-	12,570	(103,808)	298,554	-	(102,700)	-	-	195,854
Water Offsite Levy	208,999	-	6,702		215,702	-	(215,000)	-	-	702
Wastewater Offsite Levy	147,097	-	4,717	-	151,814	-	-	-	-	151,814
Developer Off-Site Levies Reserves	356,096	-	11,420	-	367,516	-	(215,000)	-	-	152,516

Off-Site Levies Report
 Developer Contributions

Date	Water Amount	WasteWater Amount	Description	Contributor
Nothing to report				

Uses of Off-Site Levies for Each Type of Facility and Infrastructure

Date	Water Amount	WasteWater Amount	Project Description	Capital Budget Approval
Nothing to report				

Town of Didsbury
2025 4th Quarter Financial Report
Capital Grants Continuity Schedule as of December 31, 2025

	January 1, 2025 Balance	2025 Grant Allocation	Interest (YTD)	2025 Actual Expenditures (YTD)	December 31, 2025 Balance	Grant Allocation Receivable	Expenditures Projected - Unfinished Projects	December 31, 2025 Available
Municipal Sustainability Initiative Grant (MSI)	1,182,229	-	38,123	(647,590)	572,762	-	(572,762)	-
Local Government Fiscal Framework (LGFF)	813,055	950,876	-		1,763,931	-	(982,803)	781,128
Canada Community Building Fund (CCBF)	454,744	357,935	3,463	-	816,142	-	-	816,142
Alberta Municipal Water Wastewater Partnership (AMWWP)	787,915	1,000,000	40,800	(830,286)	998,428	541,000	(1,539,428)	-
	3,237,943	1,308,811	82,386	(1,477,876)	3,152,835	-	(1,555,565)	1,597,270

Town of Didsbury
2025 4th Quarter Financial Report
Internal Loans Schedule as of December 31, 2025

	January 1, 2025 Balance	Loan Paid Off	Loan Extended	December 31, 2025 Balance
Shantz Subdivision Internal Loan	1,871,339	-	197,686	2,069,025
Columbarium Internal Loan	16,077	(7,400)	-	8,677
Didsbury Out of School Care Association (DOSCA) Internal Loan	46,240	-	42,487	88,727
	1,933,656	(7,400)	240,173	2,166,429

Town of Didsbury
4th Quarter Financial Report
Budget vs Actual Comparison
Revenues and Expenditures by Department
(January 1, 2025 to December 31, 2025)

	2025 Actual					as at Dec 31, 2025	2025 Budget Approved March 26, 2025, adjusted for amortization*	% of Budget
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Amortization			
<i>Revenue - by department</i>								
Net municipal taxes								
Total Property Taxes	-	7,824,691	6,112	8,710	-	7,839,513	7,824,670	100%
LESS Requisitions	(531,495)	(528,067)	(722,669)	(598,557)	-	(2,380,788)	(2,378,720)	100%
Net municipal taxes	(531,495)	7,296,624	(716,557)	(589,848)	-	5,458,725	5,445,950	100%
General municipal revenue	299,894	263,713	307,657	277,498	-	1,148,761	1,106,000	104%
Council	-	-	47,150	13,028	-	60,178	65,000	93%
General Government	19,683	26,289	627,889	(60,071)	-	613,790	302,500	203%
Protective Services								
RCMP	72,136	44,598	97,178	233,077	-	446,989	396,144	113%
Fire Department	14,160	325,592	18,104	(9,584)	-	348,272	328,332	106%
Municipal Enforcement	19,772	10,286	24,352	14,721	-	69,131	26,500	261%
	106,068	380,476	139,634	238,214	-	864,392	750,976	115%
Community Services								
FCSS	59,763	40,823	55,876	40,336	-	196,798	181,859	108%
DOSCA	23,022	34,178	40,522	54,152	-	151,873	229,100	66%
Didsbury Neighborhood Place	108	6,000	3,686	20,287	-	30,081	34,600	87%
	82,893	81,001	100,084	114,774	-	378,752	445,559	85%
Recreation & Community Facilities								
Arena	29,614	244,117	46,267	59,772	-	379,771	453,513	84%
Aquatics	50,449	287,604	121,884	49,255	-	509,192	482,313	106%
Curling Rink	2,507	3,487	9,000	12,366	-	27,360	49,500	55%
Parks	419	20,852	36,350	1,135	-	58,756	28,599	205%
MPR	4,280	6,925	6,218	4,963	-	22,385	17,000	132%
Train Station	5,907	4,124	2,544	3,775	-	16,349	10,600	154%
Memorial Complex	10,000	1,490	31	75	-	11,596	10,000	116%
Campground	23,252	44,272	26,699	460	-	94,683	75,000	126%
	126,427	612,870	248,993	131,801	-	1,120,092	1,126,525	99%
Engineering & Infrastructure								
Roads and Streets	10,631	36,773	27,969	38,712	-	114,085	122,100	93%
Cemetery	550	6,550	10,400	4,650	-	22,150	26,400	84%
	11,181	43,323	38,369	43,362	-	136,235	148,500	92%
Utilities								
Water Utility	566,385	629,264	641,887	619,037	-	2,456,573	2,420,808	101%
Wastewater Utility	190,566	204,030	214,857	204,038	-	813,492	751,546	108%
Solid Waste Utility	131,108	132,780	131,487	131,990	-	527,364	522,560	101%
	888,060	966,074	988,231	955,065	-	3,797,430	3,694,914	103%
Planning and Development								
Planning and Development	31,497	53,938	46,038	55,599	-	187,072	252,000	74%
Economic Development	38,545	4,609	1,995	5,270	-	50,419	42,500	119%
Subdivision	-	-	-	197,686	-	197,686	278,163	71%
	70,042	58,546	48,033	258,556	-	435,177	572,663	76%
Culture and Other Facilities								
Library	-	45,015	75,000	-	-	120,015	120,000	100%
Total Operating Revenue	1,072,752	9,773,932	1,904,484	1,382,378	-	14,133,546	13,778,587	103%

Town of Didsbury
4th Quarter Financial Report
Budget vs Actual Comparison
Revenues and Expenditures by Department
(January 1, 2025 to December 31, 2025)

	2025 Actual					as at Dec 31, 2025	2025 Budget Approved March 26, 2025, adjusted for amortization*	% of Budget
	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Amortization			
Expenditures - by department								
Council	49,628	114,481	65,158	104,965	-	334,231	331,976	101%
General Government	332,085	118,360	133,169	350,974	51,025	985,612	825,459	119%
Election Costs	-	1,690	1,431	3,934	-	7,056	18,000	39%
Communications	26,463	28,260	38,972	38,710	-	132,405	142,619	93%
Protective Services								
RCMP	33,354	319,370	23,765	358,451	40,147	775,086	1,018,990	76%
Fire Department	156,217	168,762	143,084	248,767	233,328	950,158	961,493	99%
Municipal Enforcement	86,874	87,727	64,678	76,948	12,099	328,326	369,874	89%
	276,445	575,859	231,527	684,165	285,574	2,053,570	2,350,356	87%
Emergency Management	4,947	9,580	7,170	5,352	-	27,050	40,036	68%
Community Services								
FCSS	51,716	64,063	53,093	85,100	-	253,971	242,554	105%
DOSCA	43,275	49,965	67,099	(8,467)	-	151,873	229,100	66%
Didsbury Neighborhood Place	7,002	9,102	7,510	6,467	-	30,081	34,600	87%
	101,993	123,130	127,702	83,100	-	435,925	506,254	86%
Recreation & Community Facilities								
Arena	150,012	174,329	172,505	281,457	82,952	861,255	912,303	94%
Aquatics	177,529	208,205	245,444	301,492	93,038	1,025,707	996,533	103%
Ice Plant	-	-	-	-	17,783	17,783	17,783	1
Curling Rink	24,791	51,738	30,598	64,485	32,235	203,848	227,772	89%
Parks	21,166	79,434	72,221	96,343	129,818	398,982	451,176	88%
MPR	5,930	8,616	3,722	19,981	2,132	40,381	49,691	81%
Train Station	11,467	17,743	14,585	17,843	6,294	67,932	77,019	88%
Memorial Complex	39,187	56,273	52,200	75,995	21,301	244,956	246,456	99%
Campground	15,456	26,289	19,624	5,441	3,784	70,595	84,506	84%
Other Community Facilities	3,055	3,407	1,652	7,497	4,392	20,003	24,722	81%
	448,594	626,034	612,551	870,535	393,727	2,951,441	3,087,961	96%
Public Works								
Roads and Streets	394,140	413,087	410,537	649,610	1,071,243	2,938,617	3,095,386	95%
Cemetery	10,958	16,132	13,639	16,663	1,087	57,392	66,197	87%
	405,098	429,218	424,176	666,273	1,072,330	2,996,008	3,161,584	95%
Utilities								
Water Utility	346,431	425,173	385,543	1,417,930	118,504	2,575,078	2,539,312	101%
Wastewater Utility	69,095	185,565	90,633	996,861	528,662	1,342,155	1,280,208	105%
Solid Waste Utility	115,023	118,425	135,720	122,240	-	491,407	522,560	94%
	530,548	729,163	611,897	2,537,031	647,167	4,408,639	4,342,080	102%
Planning and Development								
Planning and Development	93,654	131,037	136,501	127,477	-	488,670	541,152	90%
Economic Development	50,591	62,230	53,397	40,924	-	207,142	221,322	94%
Subdivision	50,194	74,498	-	72,995	-	197,686	278,163	71%
	194,439	267,764	189,898	241,396	-	893,498	1,040,637	86%
Culture								
Museum	152	145	37,644	145	-	38,086	38,090	100%
Library	77,431	92,075	84,778	95,973	6,725	350,258	350,082	100%
	77,583	92,221	122,422	96,119	6,725	388,344	388,172	100%
Total Expenditures	2,447,823	3,115,760	2,566,074	5,682,556	2,456,548	15,613,781	16,235,135	96%
	(1,375,071)	6,658,172	(661,590)	(4,300,177)	(2,456,548)	(1,480,235)	(2,456,548)	

* 2025 Operating Budget amended as follows: resolution #262-25 \$35,000 for CAO recruitment services; resolution #298-25 \$20,000 for HR Compensation study; resolution #178-25 \$10,000 for Old High School land study; resolution #380-25 \$23,000 for water well license at golf course; resolution #477-25 \$8,500 from Complex Repairs and Maintenance to Complex Transfer to Capital. Amortization is not budgeted for however for purposes of reporting, amortization has been added to the budgeted amount in order to compare budget to actual on the same accounting basis.

Town of Didsbury
4th Quarter Financial Report
Revenues and Expenditures by object
(January 1, 2025 to December 31, 2025)

	2025 Actual at Dec 31, 2025	Budget Approved March 26, 2025*	% of Budget
Revenue			
Total Property taxes	7,839,513	7,824,670	100%
LESS Requisitions	(2,380,788)	(2,378,720)	100%
Net municipal taxation (Tax Revenues)	5,458,725	5,445,950	100%
Utility user charges	3,759,171	3,668,414	102%
Government grants	1,394,801	1,460,428	96%
Sales and user fees	1,272,881	1,326,532	96%
Lot sales	-	278,163	0%
Franchise fees	916,753	925,000	99%
Penalties	126,853	98,000	129%
Fine revenue	69,463	25,000	278%
Licence fees	66,286	63,000	105%
Permit fees	140,122	155,500	90%
Investment income	112,786	80,000	141%
Other revenue	132,937	58,600	227%
From reserve	401,694	194,000	207%
Total - Revenue	13,852,471	13,778,587	101%
Expenditures			
Salaries and benefits	4,682,080	4,929,536	95%
Training, conferences and travel	121,285	151,190	80%
Memberships	25,504	27,824	92%
Advertising and printing	91,610	102,450	89%
Professional services	289,471	302,000	96%
Contracted services	874,538	952,644	92%
Municipal Policing Contract	479,526	701,873	68%
Telecommunications	274,040	341,735	80%
General supplies	447,774	474,359	94%
Cost of water	1,082,211	1,180,725	92%
Repairs and maintenance	600,831	693,480	87%
Utilities	745,946	885,880	84%
Insurance	230,129	233,997	98%
Leases	47,697	46,972	102%
Bank charges and interest	21,813	15,000	145%
Write off	3,298	3,250	101%
Interest on long term debt	104,217	116,186	90%
Long term debt repaid	561,797	663,803	85%
Grants and other payments to organizations	549,513	534,008	103%
To capital	13,837	26,500	52%
To reserve	1,910,116	1,395,175	137%
Total - Expenditures	13,157,233	13,778,587	95%
Total Town of Didsbury, before amortization	695,238	0	
Amortization	(2,456,548)	-	
Gain / (Loss) on disposal	281,075	-	
Total Town of Didsbury, incl amortization	(1,480,235)	0	

* 2025 Operating Budget amended as follows: resolution #262-25 \$35,000 for CAO recruitment services; resolution #298-25 \$20,000 for HR Compensation study; resolution #178-25 \$10,000 for Old High School land study; resolution #380-25 \$23,000 for water well license at golf course; resolution #477-25 \$8,500 from Complex Repairs and Maintenance to Complex Transfer to

Town of Didsbury
 4th Quarter Financial Report
 2025 Capital Budget Progress as of December 31, 2025

2025 CAPITAL BUDGET ³ :						Capital Spending			Budgeted Funding						
Asset	PY Carryover	Q1 Expenses	Q2 Expenses	Q3 Expenses	Q4 Expenses	Actual to December 31, 2025	Budget	Status ²	Operating	Reserves	Grants	Debt	Other / External	Developer Levies	TOTAL
Infrastructure															
2025 Roadworks		13,846	11,482	384,819	903	411,050	\$ 550,000	COMP	-	-	550,000	-	-	-	550,000
Westhill Drive & 23 St Storm Replacement		-	1,500	10,736	155,909	168,145	\$ 180,000	COMP	-	-	180,000	-	-	-	180,000
Buildings															
Memorial Complex LED Lighting Upgrade		-	39,558	-	-	39,558	\$ 40,000	COMP	-	20,000	20,000	-	-	-	40,000
Memorial Complex Eavestrough Repairs		-	-	36,326	2,307	38,633	\$ 38,500	COMP	8,500	30,000	-	-	-	-	38,500
Arena Overhead Door Replacement		-	-	-	-	-	\$ 25,000	NS	-	25,000	-	-	-	-	25,000
Ice Plant Adiamatic Condenser		116,918	19,828	217,315	-	354,061	\$ 400,000	COMP	-	400,000	-	-	-	-	400,000
Land Improvements															
Westhill Playground Replacement		-	-	75,011	333	75,344	\$ 75,000	COMP	-	75,000	-	-	-	-	75,000
Didsbury Tree Project		-	-	5,000	-	5,000	\$ 220,400	IP	-	102,700	117,700	-	-	-	220,400
Memorial Complex Additional Parking Lot		-	-	106,480	22,562	129,042	\$ 215,000	COMP	-	190,000	-	-	25,000	-	215,000
Vehicles & Equipment															
Thermal Imaging Camera Replacement		-	-	13,837	-	13,837	\$ 18,000	COMP	18,000	-	-	-	-	-	18,000
Municipal Enforcement Vehicle Replacement		-	-	-	-	-	\$ 80,000	IP	-	80,000	-	-	-	-	80,000
Second Rapid Attack Vehicle		-	-	50,000	-	50,000	\$ 50,000	COMP	-	50,000	-	-	-	-	50,000
Street Sweeper Replacement		-	499,931	-	-	499,931	\$ 500,000	COMP	-	500,000	-	-	-	-	500,000
GIS & Asset Management Software		-	-	-	-	-	\$ 110,000	CANC	60,000	-	50,000	-	-	-	110,000
Server Upgrades & Segmentation		-	-	25,269	-	25,269	\$ 31,050	COMP	31,050	-	-	-	-	-	31,050
						1,809,870	\$ 2,532,950		117,550	1,472,700	917,700	-	25,000	-	2,532,950
2024 CAPITAL BUDGET (CARRYOVER PROJECTS)⁴:															
Asset						Actual to December 31, 2025	Budget	Status²	Operating	Reserves	Grants	Debt	Other / External	Developer Levies	TOTAL
East Reservoir Design & Construction	223,532.45	60,421	199,974	881,466	903,974	2,269,368	\$ 7,400,000	IP	-	1,144,000	2,541,000	3,500,000	-	215,000	7,400,000
Water Transmission Line (Supply Main)	24,883	6,770	-	1,375.50	-	33,028	\$ 150,000	COMP	-	150,000	-	-	-	-	150,000
RV Sani-dump Design & Construction	441	-	3,474	4,790	11,925	20,630	\$ 130,000	IP	-	130,000	-	-	-	-	130,000
21 Avenue Connector - Water Design & Construction [20 St to 16 St]	126,041	11,332	23,460	4,291	29,312	194,435	\$ 1,750,000	IP	-	-	1,750,000	-	-	-	1,750,000
Advanced Metering Infrastructure System - Remote Reading	12,026	49,989.99	31,756.92	25,687	6,060	125,520	\$ 250,000	IP	-	250,000	-	-	-	-	250,000
Didsbury Fire Department Command Vehicle	-	54,534	-	-	46,817	101,351	\$ 110,000	COMP	-	55,000	-	-	55,000	-	110,000
OTHER PROJECTS															
Lateral Line Supply Main (Water Commission Project)	-	-	-	-	-	-	\$ 597,400	IP	-	597,400	-	-	-	-	597,400

¹ Dept: Engineering & Infrastructure ("EI"), Recreation & Community Services ("RCS"), Corporate Services ("CS")

² Status: Not started ("NS"), In Progress ("IP"), Completed ("COMP"), Cancelled ("Canc")

³ 2025 Capital Budget Projects Approved December 10, 2024 (Res#683-24); Amendments January 14, 2025 (Res#012-25), July 8, 2025 (Res#421-25), September 9, 2025 (Res#477-25), November 25, 2025 (Res#565-25), February 24, 2024 (Res#098-26), March 24, 2025 (Res #145-26)

⁴ 2024 Capital Budget Projects Approved January 17, 2024 (Res#023-24, Res#028-24); Amendments January 23, 2024 (Res#043-24, Res#044-24, Res#045-24); March 26, 2024 (Res#219-24); April 23, 2024 (Res#281-24); May 14, 2024 (Res#315-24); June 25, 2024 (Res#431-24); October 22, 2024 (Res#572-24); December 10, 2024 (Res#700-24); April 22, 2025 (Res#255-25)

**Town of Didsbury
2025 4th Quarter Financial Report
Internally Restricted Reserves Continuity Schedule as of December 31, 2025**

	Actuals				Commitments			Resolution #	Reserve Available at December 31, 2025	Notes
	January 1, 2025 Actual	Transfers In (YTD)	Interest (YTD)	Transfers Out (YTD)	December 31, 2025 Balance	Outstanding Capital Budget Transfers from Reserves	Outstanding Transfers from Reserves Approved by Resolution			
Strategic Initiatives & Contingency	764,563	29,000	24,077	(83,016)	734,623	-	-		734,623	
Municipal Stabilization Reserves	764,563	29,000	24,077	(83,016)	734,623	-	-		734,623	
RCMP	10,214	10,000	338	-	20,552	-	-		20,552	
Municipal Enforcement	129,421	15,000	4,278	-	148,699	(90,000)	-		58,699	
O&M Vehicle & Equipment Replacement	959,616	261,680	22,770	(574,931)	669,136	-	-		669,136	
Didsbury Memorial Complex	746,479	244,700	20,752	(313,842)	698,089	(25,000)	-		673,089	
Pathway & Trails	114,002	8,475	3,544	(7,964)	118,056	-	-		118,056	
Train Station	27,226	-	894	-	28,119	-	-		28,119	
Campground	23,000	-	755	-	23,755	-	-		23,755	
Cemetery and Columbaria	22,635	-	743	-	23,379	-	-		23,379	
Fire Vehicle & Equipment	253,534	95,000	6,962	(100,675)	254,821	-	-		254,821	
Firehall R&M	90,626	5,000	2,995	-	98,622	-	-		98,622	
Roads & Sidewalks	193,535	100,000	6,207	-	299,742	-	-		299,742	
Municipal Lifecycle Reserves	2,570,290	739,855	70,237	(997,413)	2,382,970	(115,000)	-		2,267,970	
Snow Removal	50,000	-	-	-	50,000	-	-		50,000	
Council Community Grants	33,500	28,870	-	(32,370)	30,000	-	-		30,000	
Contract Policing	94,844	-	-	(44,844)	50,000	-	-		50,000	
Economic Development & Tourism	119,772	-	-	(5,000)	114,772	-	-		114,772	
Legacy Fund	15,297	-	-	-	15,297	-	(15,297)	385-21	-	1
Old Fire Hall / Film Location (CLOSED)	25,500	-	-	(25,500)	-	-	-		-	
Municipal Specific Purpose Reserves	338,913	28,870	-	(107,714)	260,069	-	(15,297)		244,772	
Water	2,965,245	880,071	93,785	(64,892)	3,874,210	(1,206,240)	(597,400)	494-25	2,070,570	2
Wastewater	1,386,452	261,319	43,291	(76,936)	1,614,125	(171,609)	-		1,442,516	
Wastewater (non-cash funded portion)	398,856	-	-	-	398,856	-	-		398,856	
Solid Waste	50,000	-	-	-	50,000	-	-		50,000	
Utility Reserves	4,800,553	1,141,391	137,076	(141,828)	5,937,191	(1,377,849)	(597,400)		3,961,942	
Total	8,474,318	1,939,116	231,389	(1,329,971)	9,314,853	(1,492,849)	(612,697)		7,209,307	

Notes

1. Resolution #385-21 - \$15,296.89 for future development of interior community mural
2. Resolution #494-25 - \$597,400 for Water Transmission Line Contribution

Town of Didsbury
 2025 4th Quarter Financial Report
 Externally Restricted Reserves Continuity Schedule as of December 31, 2025

	Actuals				December 31, 2025 Balance	Commitments				Reserve Available at December 31, 2025
	January 1, 2025 Actual	Transfers In (YTD)	Interest (YTD)	Transfers Out (YTD)		Budgeted / Approved Transfers to Reserves	Capital Budget Transfers from Reserves	2025 Operating Budget Transfers from Reserves	Transfers from Reserves Approved by Resolution	
Municipal Cash In Lieu Reserve	389,792	-	12,570	(103,808)	298,554	-	(102,700)	-	-	195,854
Water Offsite Levy	208,999	-	6,702		215,702	-	(215,000)	-	-	702
Wastewater Offsite Levy	147,097	-	4,717	-	151,814	-	-	-	-	151,814
Developer Off-Site Levies Reserves	356,096	-	11,420	-	367,516	-	(215,000)	-	-	152,516

Off-Site Levies Report
 Developer Contributions

Date	Water Amount	WasteWater Amount	Description	Contributor
Nothing to report				

Uses of Off-Site Levies for Each Type of Facility and Infrastructure

Date	Water Amount	WasteWater Amount	Project Description	Capital Budget Approval
Nothing to report				

Town of Didsbury
2025 4th Quarter Financial Report
Capital Grants Continuity Schedule as of December 31, 2025

	January 1, 2025 Balance	2025 Grant Allocation	Interest (YTD)	2025 Actual Expenditures (YTD)	December 31, 2025 Balance	Grant Allocation Receivable	Expenditures Projected - Unfinished Projects	December 31, 2025 Available
Municipal Sustainability Initiative Grant (MSI)	1,182,229	-	38,123	(647,590)	572,762	-	(572,762)	-
Local Government Fiscal Framework (LGFF)	813,055	950,876	-		1,763,931	-	(982,803)	781,128
Canada Community Building Fund (CCBF)	454,744	357,935	3,463	-	816,142	-	-	816,142
Alberta Municipal Water Wastewater Partnership (AMWWP)	787,915	1,000,000	40,800	(830,286)	998,428	541,000	(1,539,428)	-
	3,237,943	1,308,811	82,386	(1,477,876)	3,152,835	-	(1,555,565)	1,597,270

Town of Didsbury
2025 4th Quarter Financial Report
Internal Loans Schedule as of December 31, 2025

	January 1, 2025 Balance	Loan Paid Off	Loan Extended	December 31, 2025 Balance
Shantz Subdivision Internal Loan	1,871,339	-	197,686	2,069,025
Columbarium Internal Loan	16,077	(7,400)	-	8,677
Didsbury Out of School Care Association (DOSCA) Internal Loan	46,240	-	42,487	88,727
	1,933,656	(7,400)	240,173	2,166,429



REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 14, 2026
SUBJECT: 2025 Audited Financial Statements
ORIGINATING DEPARTMENT: Corporate Services
ITEM: 8.1

BACKGROUND/PROPOSAL:

The Town of Didsbury is required by the Municipal Government Act s. 276 to have an independent financial audit of the financial statements performed annually.

MNP LLP joined the meeting as a delegation to present the audit findings report followed by a presentation of the financial statements by Administration.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The audited financial statements are presented and approved by Council in April of each year and are submitted to the Province prior to the deadline of May 1. MNP LLP has provided a draft audit report in which they are providing a clean audit opinion.

The draft audited financial statements are attached for Council's review.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the 2025 Audited Financial Statements as presented.

Consolidated Financial Statements of

TOWN OF DIDSBURY

Year ended December 31, 2025

DRAFT

Management's Responsibility

To the Council of the Town of Didsbury:

Management is responsible for the preparation and presentation of the accompanying consolidated financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the consolidated financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

Council is composed entirely of individuals who are neither management nor employees of the Town. Council is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the consolidated financial statements. Council fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. Council is also responsible for the appointment of the Town's external auditors.

MNP LLP, an independent firm of Chartered Professional Accountants, is appointed by Council to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both Council and management to discuss their audit findings.

Chief Administrative Officer

Chief Financial Officer

To the Council of the Town of Didsbury:

Opinion

We have audited the consolidated financial statements of the Town of Didsbury (the "Town"), which comprise the statement of financial position as at December 31, 2025, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes and schedules to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town as at December 31, 2025, and the results of its operations, changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Red Deer, Alberta

Chartered Professional Accountants

TOWN OF DIDSBURY

Consolidated Statement of Financial Position

December 31, 2025, with comparative information for 2024

	2025	2024
Financial Assets:		
Cash and cash equivalents (note 3)	\$ 15,590,668	\$ 11,949,357
Servus Credit Union common shares	16,675	15,996
Taxes and grants in place of taxes receivable (note 4)	622,855	407,671
Trade and other receivables (note 5)	3,108,328	1,739,470
Loans receivable (note 6)	190,900	197,332
Land held for resale (note 7)	332,744	476,505
	<u>19,862,170</u>	<u>14,786,331</u>
Financial Liabilities:		
Accounts payable and accrued liabilities	1,284,427	984,861
Deposit liabilities	212,434	75,625
Employee benefit obligation (note 8)	142,378	145,042
Deferred revenue (note 9)	4,228,758	3,358,999
Long-term debt (note 10)	4,443,105	1,504,902
	<u>10,311,102</u>	<u>6,069,429</u>
Net Financial Assets	9,551,068	8,716,902
Non-Financial Assets:		
Tangible capital assets (schedule II)	64,350,833	62,694,046
Land held for resale (note 7)	992,680	928,419
Inventories for consumption	40,388	46,005
Prepaid expenses and deposits	29,458	40,470
	<u>65,413,359</u>	<u>63,708,940</u>
Commitments (note 20)		
Contingent liabilities (note 21)		
Accumulated surplus (note 13 and note 14)	\$ 74,964,427	\$ 72,425,842

See accompanying notes to financial statements.

TOWN OF DIDSBURY

Consolidated Statement of Operations

Year ended December 31, 2025, with comparative information for 2024

	Budget (note 25)	2025	2024
Revenues:			
Net municipal property taxes (note 15)	\$ 5,445,950	\$ 5,458,725	\$ 5,250,344
Sales and user charges	5,042,876	4,823,219	4,666,260
Government transfers (note 16)	1,748,760	1,619,679	1,537,745
Franchise fees	925,000	916,753	923,760
Investment income	80,000	375,355	473,327
Penalties and fines	125,000	197,756	125,107
Licenses and permits	218,500	206,408	209,439
	<u>13,586,086</u>	<u>13,597,895</u>	<u>13,185,982</u>
Expenses (note 17):			
Council and other legislative Administration	351,476	313,917	317,385
Protective services	983,969	1,128,031	1,030,721
Roads, streets, walks and lighting	2,161,835	1,856,226	1,876,157
Water and wastewater	2,624,851	2,468,081	2,606,027
Waste management	3,008,771	2,633,906	3,012,482
Planning and development	522,560	486,407	454,075
Recreation, parks and culture	776,677	687,729	646,624
Community services	3,148,567	3,011,917	3,025,124
	<u>572,451</u>	<u>426,366</u>	<u>456,342</u>
	<u>14,151,157</u>	<u>13,012,580</u>	<u>13,424,937</u>
Excess (deficiency) of revenue over expenses before the undernoted	(565,071)	585,315	(238,955)
Other:			
Government transfers for capital (note 16)	892,700	1,672,196	1,378,129
Gain on disposal of land held for resale	-	40,098	294,470
Gain (loss) on disposal of tangible capital assets	-	240,976	(12,198)
	<u>892,700</u>	<u>1,953,270</u>	<u>1,660,401</u>
Excess of revenue over expenses	\$ 327,629	\$ 2,538,585	\$ 1,421,4446
Accumulated surplus, beginning of year	72,425,842	72,425,842	71,004,396
Accumulated surplus, end of year	<u>\$ 72,753,471</u>	<u>\$ 74,964,427</u>	<u>\$ 72,425,842</u>

See accompanying notes to financial statements.

TOWN OF DIDSBURY

Consolidated Statement of Changes in Net Financial Assets

Year ended December 31, 2025, with comparative information for 2024

	Budget (note 25)	2025	2024
Excess of revenue over expenses	\$ 327,629	\$ 2,538,585	\$ 1,421,446
Acquisition of tangible capital assets	(2,414,450)	(4,149,975)	(1,894,260)
Amortization of tangible capital assets	2,456,548	2,456,548	2,429,140
Proceeds on disposal of tangible capital assets	-	277,616	35,000
(Gain) loss on disposal of tangible capital assets	-	(240,976)	12,198
	369,727	881,798	2,003,524
Reclassification of land held for resale to non-financial assets	-	(272,180)	(720,500)
Reclassification of land held for resale from non-financial assets	-	207,919	-
Use of prepaid expenses	-	11,012	473,199
Use of inventories for consumption	-	5,617	7,782
	-	(47,632)	(239,519)
Increase in net financial assets	\$ 369,727	\$ 834,166	\$ 1,764,005
Net financial assets, beginning of year	8,716,902	8,716,902	6,952,897
Net financial assets, end of year	\$ 9,086,629	\$ 9,551,068	\$ 8,716,902

See accompanying notes to financial statements.

TOWN OF DIDSBURY

Consolidated Statement of Cash Flows

Year ended December 31, 2025, with comparative information for 2024

	2025	2024
Net cash provided by (used in) related to the following activities:		
Operating activities:		
Excess of revenues over expenses	\$ 2,538,585	\$ 1,421,446
Non-cash items include in excess of revenue over expenses:		
Amortization of tangible capital assets	2,456,548	2,429,140
Gain on disposal of land held for resale	(40,098)	(294,470)
(Gain) loss on disposal of tangible capital assets	(240,976)	12,198
Changes in non-cash assets and liabilities:		
Taxes and grants in place of taxes	(215,184)	(26,707)
Trade and other receivables	(1,368,858)	(46,573)
Accounts payable and accrued liabilities	299,566	55,430
Deposit liabilities	136,809	30,252
Employee benefit obligations	(2,664)	(13,484)
Deferred revenue	869,759	910,883
Prepaid expenses and deposits	11,012	473,199
Inventories for consumption	5,617	7,782
	4,450,116	4,959,096
Capital activities:		
Acquisition of tangible capital assets	(4,149,975)	(1,894,260)
Proceeds on disposal of tangible capital assets	277,616	35,000
	(3,872,359)	(1,859,260)
Investing activities:		
Dividend on Servus Credit Union common shares	(679)	(764)
Proceeds on disposal of land held for resale	119,598	315,000
Change in restricted cash balance	(2,493,810)	(823,497)
Collection of loans receivable	6,432	3,746
	(2,368,459)	(505,515)
Financing activities:		
Proceeds from issuance of long-term debt	3,500,000	-
Principal payments on long-term debt	(561,797)	(583,285)
	2,938,203	(583,285)
Increase in cash and cash equivalents	\$ 1,147,501	\$ 2,011,036
Cash and cash equivalents, beginning of year	9,764,096	7,753,060
Cash and cash equivalents, end of year	\$ 10,911,597	\$ 9,764,096
Cash and cash equivalents is comprised of:		
Cash and cash equivalents	15,590,668	11,949,357
Less: restricted cash (note 3)	(4,679,071)	(2,185,261)
Unrestricted cash balance	\$ 10,911,597	\$ 9,764,096

See accompanying notes to financial statements.

TOWN OF DIDSBURY

Schedule I – Schedule of Segmented Information

Year ended December 31, 2025

	Protective Services	Public Works	Water and Wastewater	Waste Management	Planning and Development	Recreation, Parks, Culture	Community Services	Other and Unallocated	Total 2025
Revenues:									
Net municipal property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,458,725	5,458,725
Sales and user charges	218,845	46,632	3,256,441	527,364	53,411	576,764	97,252	46,510	4,823,219
Government transfers for operating	503,912	2,100	-	-	-	673,247	239,612	200,808	1,619,679
Government transfers for capital	50,676	579,196	898,681	-	-	143,643	-	-	1,672,196
Franchise fees	-	-	-	-	-	-	-	916,753	916,753
Investment income	-	-	-	-	-	-	-	375,355	375,355
Penalties and fines	69,463	-	13,624	-	-	-	-	114,669	197,756
Licenses and permits	27,329	-	-	-	179,079	-	-	-	206,408
Gain on disposal of land held for resale	-	-	-	-	-	-	-	40,098	40,098
Gain (loss) in disposal of tangible capital assets	-	(1,356)	-	-	-	(17,904)	-	260,236	240,976
	870,225	626,572	4,168,746	527,364	232,490	1,375,750	336,864	7,413,154	15,551,165
Expenses:									
Salaries and wages	667,687	668,357	445,022	72,266	430,817	1,254,051	300,702	910,728	4,749,630
Contracted and general services	625,850	242,045	238,852	400,662	236,987	396,904	54,894	286,310	2,482,504
Materials, goods and utilities	274,470	475,411	1,218,377	13,479	13,532	567,378	30,676	136,248	2,729,571
Transfers to local boards and agencies	-	-	-	-	-	364,044	-	-	364,044
Transfers to individuals and organizations	-	-	-	-	-	25,000	39,007	36,870	100,877
Bank charges	285	50	-	-	-	8,479	-	16,376	25,190
Interest on long-term debt	2,360	10,975	84,488	-	6,393	-	-	-	104,216
Amortization	285,574	1,071,243	647,167	-	-	396,061	1,087	55,416	2,456,548
	1,856,226	2,468,081	2,633,906	486,407	687,729	3,011,917	426,366	1,441,948	13,012,580
Excess (deficiency) of revenue over expenses	\$ (986,001)	\$ (1,841,509)	\$ 1,534,840	\$ 40,957	\$ (455,239)	\$ (1,636,167)	\$ (89,502)	\$ 5,971,206	\$ 2,538,585

See accompanying notes to financial statements.

TOWN OF DIDSBURY

Schedule I – Schedule of Segmented Information, continued

Comparative information for the Year Ended December 31, 2024

	Protective Services	Public Works	Water and Wastewater	Waste Management	Planning and Development	Recreation, Parks, Culture	Community Services	Other and Unallocated	Total 2024
Revenues:									
Net municipal property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,250,344	\$ 5,250,344
Sales and user charges	250,062	52,037	3,001,122	494,947	56,536	618,796	132,427	60,333	4,666,260
Government transfers - operating	362,483	2,100	-	-	-	655,203	283,914	234,045	1,537,745
Government transfers - capital	385,077	632,525	349,573	-	-	618,796	-	10,954	1,378,129
Franchise fees	-	-	-	-	-	-	-	923,760	923,760
Investment income	-	-	-	-	-	-	-	473,327	473,327
Penalties and fines	25,171	-	10,779	-	-	-	-	89,157	125,107
Licenses and permits	20,698	-	-	-	188,741	-	-	-	209,439
Gain on disposal of land held for resale	-	-	-	-	-	-	-	294,470	294,470
Gain (loss) in disposal of tangible capital assets	(6,599)	-	-	-	-	-	-	(5,599)	(12,198)
	1,036,892	686,662	3,361,474	494,947	245,277	1,273,999	416,341	7,330,791	14,846,383
Expenses:									
Salaries and wages	631,911	681,714	435,905	57,345	393,732	1,243,154	346,976	802,496	4,593,233
Contracted and general services	696,219	391,327	720,208	383,780	225,776	361,170	44,052	332,210	3,154,742
Materials, goods and utilities	279,919	477,517	1,186,144	12,951	14,160	655,399	18,054	104,435	2,748,579
Transfers to local boards and Agencies	-	-	-	-	-	342,390	-	-	342,390
Transfers to individuals and Organizations	-	-	-	-	-	-	46,503	36,392	82,895
Bank charges	272	50	-	-	-	5,833	-	12,146	18,301
Interest on long-term debt	7,882	15,352	19,467	-	12,956	-	-	-	55,657
Amortization	259,954	1,040,067	650,757	-	-	417,177	758	60,427	2,429,140
	1,876,157	2,606,027	3,012,481	454,076	646,624	3,025,123	456,343	1,348,106	13,424,937
Excess (deficiency) of revenue over expenses	\$ (839,265)	\$ (1,919,365)	\$ 348,993	\$ 40,871	\$ (401,347)	\$ (1,751,124)	\$ (40,002)	\$ 5,982,685	\$ 1,421,446

See accompanying notes to financial statements.

TOWN OF DIDSBURY

Schedule II – Schedule of Tangible Capital Assets

Year ended December 31, 2025, with comparative information for 2024

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	Assets Under Construction	2025 Total
Cost, beginning of year	\$ 3,980,126	\$ 3,996,773	\$ 17,537,825	\$ 75,005,301	\$ 3,056,237	\$ 3,158,236	\$ 493,567	\$ 107,228,065
Additions	-	199,226	78,191	579,196	872,988	151,352	2,848,218	4,729,171
Change in Work in Progress	-	-	-	-	-	-	(579,196)	(579,196)
Write-downs and disposals	(12,700)	(8,486)	(50,051)	(692,052)	(45,160)	-	-	(808,449)
Cost, end of year	3,967,426	4,187,513	17,565,965	74,892,445	3,884,065	3,309,588	2,762,589	110,569,591
Accumulated Amortization, beginning of year	-	1,484,540	6,956,528	33,020,885	2,081,523	990,543	-	44,534,019
Amortization	-	140,613	417,344	1,557,352	164,447	176,792	-	2,456,548
Write-downs and disposals	-	(8,486)	(27,467)	(690,696)	(45,160)	-	-	(771,809)
Accumulated Amortization, end of year	-	1,616,667	7,346,405	33,887,541	2,200,810	1,167,335	-	46,218,758
Net book value of tangible capital assets	\$ 3,967,426	\$ 2,570,846	\$ 10,219,560	\$ 41,004,904	\$ 1,683,255	\$ 2,142,253	\$ 2,762,589	\$ 64,350,833

	Land	Land Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	Assets Under Construction	2024 Total
Cost, beginning of year	\$ 3,980,126	\$ 3,941,771	\$ 17,351,626	\$ 74,465,707	\$ 3,010,859	\$ 2,613,166	\$ 191,372	\$ 105,554,627
Additions	-	76,563	186,199	539,594	55,558	734,151	876,143	2,468,208
Change in Work in Progress	-	-	-	-	-	-	(573,948)	(576,948)
Write-downs and disposals	-	(21,561)	-	-	(10,180)	(189,081)	-	(220,822)
Cost, end of year	3,980,126	3,996,773	17,537,825	75,005,301	3,056,237	3,158,236	493,567	107,228,065
Accumulated Amortization, beginning of year	-	1,373,757	6,504,020	31,469,021	1,950,599	981,106	-	42,278,503
Amortization	-	132,344	452,508	1,551,864	135,500	156,924	-	2,429,140
Write-downs and disposals	-	(21,561)	-	-	(4,576)	(147,487)	-	(173,624)
Accumulated Amortization, end of year	-	1,484,540	6,956,528	33,020,885	2,081,523	990,543	-	44,534,019
Net book value of tangible capital assets	\$ 3,980,126	\$ 2,512,233	\$ 10,581,297	\$ 41,984,416	\$ 974,714	\$ 2,167,693	\$ 493,567	\$ 62,694,046

See accompanying notes to financial statements.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

1. Significant accounting policies:

These consolidated financial statements of the Town of Didsbury (the "Town") are prepared by management in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants Canada. Significant aspects of these accounting policies are outlined as follows:

(a) Reporting entity:

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity and all organizations that are accountable for the administration of their financial affairs and resources to the Council and are owned or controlled by the Town. Included with the Town is the following:

- Didsbury Municipal Library

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The consolidated financial statements exclude trust assets that are administered for the benefit for external parties. Interdepartmental and organizational transactions and balances are eliminated.

(b) Basis of accounting:

The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed or goods have yet to be provided.

Revenue is recognized in the period when the related expenses are incurred, services performed/goods provided, or the tangible capital assets are acquired.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

1. Significant accounting policies (continued):

(c) Use of estimates:

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the consolidated financial statements have been prepared within reasonable limits of materiality. Actual results could differ from these estimates.

Accounts receivable are stated after evaluation as to their collectability. Amortization is based on the estimated useful lives of tangible capital assets.

For each reported segment, the revenues and expenses represent both amounts that are directly attributable to the segment and the amounts considered allocated on a reasonable basis.

(d) Valuation of financial assets and liabilities:

The Town's financial assets and liabilities are measured as follows:

<u>Financial statement component</u>	<u>Measurement</u>
Cash	Cost and amortized cost
Investments	Amortized cost
Trade and other receivables	Lower of cost or net realizable value
Loans receivable	Amortized cost
Land held for resale	Cost
Accounts payable and accrued liabilities	Cost
Deposit liabilities	Cost
Bank indebtedness and long-term debt	Amortized cost

(e) Revenue recognition:

Revenue from transactions with no performance obligation is recognized at realizable value when the Town has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sale of goods are recognized when goods are delivered. Licenses and permits with a single performance obligation at a point in time are recognized as revenue on issuance, those which result in a continued performance obligation over time are recognized over the period of the license or permit as the performance obligation is satisfied. Revenue on investments, franchise fees and penalties and cost of taxes is recognized when earned. Rental revenue is recognized over the term of the lease. Insurance proceeds are recognized when the amount is known and collection is reasonably assured.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

1. Significant accounting policies (continued):

(f) Tax revenue:

The Town recognizes taxes as assets and revenue when they meet the definition of an asset, are authorized by bylaw, and the taxable event has occurred. Tax revenue is initially measured at administration's best estimate of the amount resulting from the original taxable event in accordance with legislation. The related tax receivable is initially recognized at its realizable value at the date of acquisition. Requisitions operate as a flow through and are excluded from municipal revenue.

(g) Government transfers:

Government transfers are the transfer of assets from other levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the consolidated financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(h) Cash and cash equivalents:

Cash and cash equivalents include cash on hand and short-term deposits which are highly liquid with original maturities of less than three months from the date of acquisition. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash. The operating line is included when balances fluctuate frequently between positive and negative.

(i) Land held for resale:

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as tangible capital assets under their respective function.

(j) Deferred revenue:

Deferred revenue represent government transfers, donations and other amounts which have been collected, but for which the related services have yet to be performed or agreement stipulations have not been met. These amounts will be recognized as revenues when revenue recognition criteria have been met. Interest earned on deferred revenues, reserves and offsite levies are calculated using an average investment earnings monthly.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

1. Significant accounting policies (continued):

(k) Non-financial assets:

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations.

(i) Tangible capital assets:

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development, or betterment of the asset. When conditions indicate that they no longer contribute to the Town's ability to provide goods and services, or when the value of the future economic benefits associated with the tangible capital asset are less than their book value, the assets are written down. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis, commencing once the asset is available for productive use, over the estimated useful life as follows:

Asset	Useful life - years
Land improvements	15-45
Buildings	10-50
Engineered structures	15-75
Vehicles	10-20
Machinery and equipment	5-20

One-half of the annual amortization is charged in the year of acquisition.

(ii) Contribution of tangible capital assets:

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are also recorded as revenue. If fair value cannot be reasonably determined, the tangible capital asset is recorded at nominal value.

(iii) Leases:

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(iv) Inventories for consumption:

Inventories held for consumption are recorded at the lower of cost or net realizable value with cost determined by the average cost method.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

1. Significant accounting policies (continued):

(l) Property tax requisition over-levy and under-levy:

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned. If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(m) Employee future benefits:

(i) The Town and its employees make contributions to the Local Authority Pension Plan ("LAPP"). These contributions are expensed as incurred. The costs of multi-employer defined contribution pension plan benefits, such as LAPP, are the employer's contributions due to the plan in the period.

(ii) Sick leave is available to the Town's employees. The obligations under this benefit plan is accrued based on projected benefits as the employees render services necessary to earn the future benefits.

(n) Contaminated site liability:

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post remediation including operation, maintenance and monitoring.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

1. Significant accounting policies (continued):

(o) Asset retirement:

A liability for an asset retirement obligation is recognized at the best estimate of the amount required to retire a tangible capital asset at the financial statement date when there is a legal obligation for the Town to incur retirement costs, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made. The best estimate of the liability includes all costs directly attributable to asset retirement activities, based on information available at year-end. The best estimate of an asset retirement obligation incorporates a present value technique, when the cash flows required to settle or otherwise extinguish an asset retirement obligation are expected to occur over extended future periods.

When a liability for an asset retirement obligation is initially recognized, a corresponding asset retirement cost is capitalized to the carrying amount of the related tangible capital asset. The asset retirement cost is amortized over the useful life of the related asset. Asset retirement obligations which are incurred incrementally with use of the asset are recognized in the period incurred with a corresponding asset retirement cost expensed in the period.

At each financial reporting date, the Town reviews the carrying amount of the liability. The Town recognizes period-to-period changes to the liability due to the passage of time as accretion expense. Changes to the liability arising from revisions to either the timing, the amount of the original estimate of undiscounted cash flows or the discount rate are recognized as an increase or decrease to the carrying amount of the related tangible capital asset. The Town continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made.

2. Future accounting standards pronouncements:

(a) The Conceptual Framework for Financial Reporting in the Public Sector (Conceptual Framework):

The Conceptual Framework is the foundation for public sector financial reporting standards. It replaces the conceptual aspects of Section PS 1000 – *Financial Statement Concepts*, and Section PS 1100 – *Financial Statement Objectives*. The conceptual framework highlights considerations fundamental for the consistent application of accounting issues in the absence of specific standards. This is effective for fiscal years beginning on or after April 1, 2026. Earlier adopted is permitted.

(b) PS 1202 – Financial Statement Presentation

Section PS 1202 sets out general and specific requirements for the presentation of information in general purpose financial statements. The financial statement presentation principles are based on the concepts within the Conceptual Framework. This is effective for fiscal years on or after April 1, 2026. Earlier adoption is permitted only if the *Conceptual Framework* is also adopted at the same time.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

3. Cash and cash equivalents:

	2025	2024
Cash – current account	\$ 2,815,813	\$ 1,048,483
Cash – savings account	12,774,855	10,900,874
	\$ 15,590,668	\$ 11,949,357

The general account earns interest at prime minus 1.7% (2024 – prime minus 1.7%) and the savings accounts earn interest at prime minus 1.7% (2024 – prime minus 1.7%). At December 31, 2025, prime rate was 4.45% (2024 – 5.45%).

The Town has available a line of credit with Servus Credit Union to a maximum drawing amount of \$1,000,000 which bears interest at prime rate. At December 31, 2025, no amounts (2024 – no amounts) have been drawn on this facility.

Included in cash and cash equivalents are amounts received from external sources that are for conditional grants and revenue held exclusively for a specified purpose and therefore are not available for current operations:

	2025	2024
Municipal Sustainability Initiative (MSI)	\$ 1,195,175	\$ 1,182,229
Canada Community-Building Fund (CCBF)	112,844	109,381
Alberta Municipal Water/Wastewater Partnership (AMWWP)	1,113,179	787,915
Municipal Policing Assistance Grant	60,536	60,536
Capital Loan Proceeds – East Reservoir Project	2,197,337	-
Richardson Pioneer Foundation	-	16,250
Subdivision Development	-	28,950
	\$ 4,679,071	\$ 2,185,261

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

4. Taxes and grants in place of taxes receivable:

	2025	2024
Current taxes and grants in place of taxes	\$ 447,856	\$ 306,691
Arrears taxes	177,423	101,431
	625,279	408,122
Less: requisition over-levies	(2,424)	(451)
	\$ 622,855	\$ 407,671

5. Trade and other receivables:

	2025	2024
Grants receivable	\$ 2,467,229	\$ 1,158,418
Utilities receivable	329,204	308,267
Goods and services tax receivable	87,368	50,855
Other general receivables	224,527	221,930
	\$ 3,108,328	\$ 1,739,470

6. Loans receivable:

	2025	2024
Loan receivable with interest at 0% per annum, repayable in annual installments of \$10,000, due March 2023	\$ 25,280	\$ 25,280
Loan receivable, with interest at 3% per annum, repayable in blended monthly payments of \$489, due February 2028	20,413	26,845
Loan receivable, with interest at 0% per annum, repayable upon development of lands to which it relates	145,207	145,207
	\$ 190,900	\$ 197,332

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

7. Land held for resale:

	2025	2024
<i>Financial Assets:</i>		
100 Shantz Drive	\$ 128,419	\$ -
200 Shantz Drive	-	272,180
1000 Shantz Drive	102,551	102,551
1100 Shantz Drive	50,887	50,887
1200 Shantz Drive	50,887	50,887
	332,744	476,505
<i>Non-Financial Assets:</i>		
100 Shantz Drive	-	128,419
200 Shantz Drive	272,180	-
2128 21 Avenue	-	79,500
2134 22 Street	720,500	720,500
	992,680	928,419
	\$ 1,325,424	\$ 1,404,924

The costs related to the development of Shantz Crossing are included in tangible capital assets and interest on long-term debt and are outlined as follows:

	2025	2024
Cost of land held for resale	\$ 604,924	\$ 604,924
Infrastructure to be retained by the Town	4,147,817	4,147,817
Land to be retained by the Town	211,741	211,741
Utility adjustments	(47,506)	(47,506)
Subdivision servicing (2007)	429,250	429,250
Off-site levies	942,204	942,204
Interest on loans related to items above	735,721	727,825
Total investment in Shantz Crossing	7,024,151	7,016,255

8. Employee benefit obligation:

The employee benefit obligation is comprised of accrued vacation time payable for vacation days that employees are deferring to future years.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

9. Deferred revenue:

	December 31, 2024	Externally restricted inflows	Revenue recognized	Interest earned	December 31, 2025
<i>Capital:</i>					
MSI Capital	\$ 1,182,229	\$ -	\$ (647,590)	\$ 38,123	\$ 572,762
Local Government Fiscal Framework (LGFF)	813,055	950,876	-	-	1,763,931
CCBF	454,744	357,935	-	3,463	816,142
AMWWP	787,915	1,000,000	(830,286)	40,799	998,428
Mountain View County (MVC) Shared Facility Capital Contributions	-	123,865	(123,865)	-	-
MVC Fire Services Capital Contributions	-	50,675	(50,675)	-	-
Municipal Climate Change Action Centre Grant	-	19,779	(19,779)	-	-
<i>Operating:</i>					
MVC Shared Facility Contributions	-	521,947	(521,947)	-	-
MVC Fire Services Contributions	-	253,829	(253,829)	-	-
MVC Cemetery Grant	-	1,500	(1,500)	-	-
MVC FCSS Grants	-	51,492	(51,492)	-	-
LGFF Operating	-	345,808	(345,808)	-	-
Family and Community Support Services (FCSS)	-	134,268	(134,268)	-	-
Alberta Childcare	175	50,100	(50,275)	-	-
Policing Support Grant	60,536	240,560	(240,560)	-	60,536
Medical First Responder Training and Equipment Fund	-	3,654	(3,654)	-	-
Fire Services Training Program	-	8,700	(5,868)	-	2,832
Canada Summer Jobs	-	10,478	(10,478)	-	-
	3,298,654	4,125,466	(3,291,874)	82,385	4,214,631
Other	60,345	15,121	(61,339)	-	14,127
	\$ 3,358,999	\$ 4,140,587	\$ (3,353,213)	\$ 82,385	\$ 4,228,758

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

9. Deferred revenue (continued):

Under certain grant agreements with the Government of Canada and the Government of Alberta, the Town is required to account for grants provided and to complete the projects or program in accordance with standards detailed in said agreements. If these requirements are not adhered to, grants provided will become repayable to the source government. Unexpended funds are repayable to the source government upon final accounting. Funds are deferred until related expenditures under the specific grant agreement have been incurred.

10. Long-term debt:

	2025	2024
Government of Alberta, Loans to Local Authorities:		
Loan with interest at 3.569% per annum, with semi-annual blended payments of \$74,498, maturing in 2026	73,192	215,748
Loan with interest at 4.8935% per annum, with semi-annual blended payments of \$25,070, maturing in 2027	94,433	138,333
Loan with interest at 2.676% per annum, with semi-annual blended payments of \$69,172, maturing in 2029	521,488	643,424
Loan with interest at 4.620% per annum, with semi-annual blended payments of \$118,762, maturing in 2050	3,500,000	-
Loan with interest at 6.625% per annum, with annual blended payments of \$91,225, repaid during the year	-	85,557
Servus Credit Union mortgage with interest at 1.89% per annum, semi-annual blended payments of \$63,065 maturing in 2027	253,992	373,627
Mortgage, repaid during the year	-	48,213
	\$ 4,443,105	\$ 1,504,902

Principal and interest repayments are as follows:

	Principal		Interest		Total
2026	\$ 443,093	\$ 183,540	\$ 626,633		
2027	389,320	170,678	559,998		
2028	216,093	159,773	375,866		
2029	223,578	152,288	375,866		
2030	92,074	145,450	237,524		
Thereafter	3,078,947	1,671,516	4,750,463		
	\$ 4,443,105	\$ 2,483,245	\$ 6,926,350		

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

11. Debt limits:

Section 276(2) of the *Municipal Government Act* requires that the debt and debt limits as defined by Alberta Regulation 255/2000 be disclosed as follows:

	2025	2024
Total debt limit	\$ 20,818,454	\$ 20,202,381
Total long-term debt	(4,443,105)	(1,504,902)
Debt limit unused	\$ 16,375,349	\$ 18,697,479
	2025	2024
Debt servicing limit	\$ 3,469,742	\$ 3,367,064
Debt servicing	(626,633)	(604,502)
	\$ 2,843,109	\$ 2,762,562

The debt limit is calculated at 1.5 times revenue of the municipality excluding transfers from the governments of Alberta and Canada for the purposes of capital property (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limits requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the Town. Rather, the financial statements must be interpreted as a whole.

12. Equity in tangible capital assets:

	2025	2024
Tangible capital assets:		
Cost (schedule II)	\$ 110,569,591	\$ 107,228,065
Accumulated amortization (schedule II)	(46,218,758)	(44,534,019)
Long-term debt (note 10)	(4,443,105)	(1,504,902)
Long-term debt related to East Reservoir, not yet expended	2,197,337	-
	\$ 62,105,065	\$ 61,189,144

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

13. Accumulated surplus:

	2025	2024
Unrestricted surplus	\$ 2,878,439	\$ 2,016,492
Restricted surplus:		
Strategic Initiatives and Contingency	734,623	764,563
Municipal Lifecycle Reserves		
RCMP Building	20,552	10,214
Municipal Enforcement	148,699	129,421
Didsbury Memorial Complex	698,089	746,479
Pathways and Trails	118,056	114,002
Train Station	28,119	27,226
Campground	23,755	23,000
Cemetery and Columbaria	23,379	22,636
Fire Vehicle and Equipment	254,821	253,534
Firehall	98,622	90,626
Operations and Maintenance Vehicle and Equipment	669,136	959,616
Roads and Sidewalks	299,742	193,535
Municipal Specific Purpose Reserves		
Snow Removal	50,000	50,000
Council Community Grant Program	30,000	33,500
Economic Development and Tourism	114,772	119,772
Contract Policing	50,000	94,844
Legacy Fund	15,297	15,297
Old Fire Hall / Film Location	-	25,500
Utility Reserves		
Water	3,874,210	2,965,245
Wastewater	2,012,981	1,785,308
Solid Waste	50,000	50,000
Municipal Reserve Cash in Lieu	298,554	389,792
Developer Off-site Levy Reserves		
Water Off-site Levy	215,702	208,999
Wastewater Off-site Levy	151,814	147,097
	9,980,923	9,220,206
Equity in tangible capital assets (note 12)	62,105,065	61,189,144
	\$ 74,964,427	\$ 72,425,842

The equity in tangible capital assets represents amounts already spent and invested in infrastructure. Restricted surplus represents funds set aside by bylaw or council resolution.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

14. Changes in accumulated surplus:

	Unrestricted surplus	Restricted surplus	Equity in tangible capital assets	2025	2024
Balance, opening	\$ 2,016,492	\$ 9,220,206	\$ 61,189,144	\$ 72,425,842	\$ 71,004,396
Excess of revenue over expenses	2,538,585	-	-	2,538,585	1,421,446
Transfers to restricted surplus	(2,172,687)	2,172,687	-	-	-
Transfers from restricted surplus	1,411,970	(1,411,970)	-	-	-
Debt principal repaid	(561,797)	-	561,797	-	-
Debt proceeds expended	1,302,663	-	(1,302,663)	-	-
Acquisition of capital	(4,149,975)	-	4,149,975	-	-
Net book value of capital disposed	36,640	-	(36,640)	-	-
Amortization	2,456,548	-	(2,456,548)	-	-
Change	861,947	760,717	915,921	2,538,585	1,421,446
Balance, end of year	\$ 2,878,439	\$ 9,980,923	\$ 62,105,065	\$ 74,964,427	\$ 72,425,842

15. Net municipal property taxes:

	Budget	2025	2024
Taxation:			
Real property taxes	\$ 7,718,869	\$ 7,735,950	\$ 7,251,514
Linear and DIP property taxes	85,265	83,027	81,694
Government grants in place of property taxes	20,536	20,536	15,631
	7,824,670	7,839,513	7,348,839
Requisitions:			
Alberta School Foundation Fund	2,067,666	2,070,444	1,810,457
Red Deer Catholic Separate School Division	26,771	26,771	21,665
Mountain View Seniors' Housing	283,573	283,573	266,373
Designated Industrial Property	710	-	-
	2,378,720	2,380,788	2,098,495
Available for general municipal purposes	\$ 5,445,950	\$ 5,458,725	\$ 5,250,344

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

16. Government transfers:

	Budget	2025	2024
Operating			
Federal	\$ 6,300	\$ 10,478	\$ 6,300
Provincial	835,411	780,433	858,455
Local	907,049	828,768	672,990
	1,748,760	1,619,679	1,537,745
Capital:			
Federal	117,700	-	10,954
Provincial	750,000	1,497,656	982,098
Local	25,000	174,540	385,077
	892,700	1,672,196	1,378,129
Total government transfers	\$ 2,641,460	\$ 3,291,875	\$ 2,915,874

17. Expenses by object:

	Budget	2025	2024
Salaries, wages and benefits	\$ 5,017,786	\$ 4,749,630	\$ 4,593,233
Contracted and general services	2,999,467	2,482,504	3,154,742
Materials, goods and utilities	3,063,852	2,729,571	2,748,579
Transfers to local boards and agencies	364,044	364,044	342,390
Transfers to individuals and organizations	113,824	100,877	82,895
Bank charges	19,450	25,190	18,301
Interest on long-term debt	116,186	104,216	55,657
Amortization of tangible capital assets	2,456,548	2,456,548	2,429,140
	14,151,157	13,012,580	13,424,937

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

18. Salary and benefits disclosure:

	Salary (1)	Benefits (2)	Total 2025	Total 2024
Mayor Little <i>(October – December)</i>	\$ 6,828	\$ 449	\$ 7,277	\$ -
Councillor Engel <i>(January – December)</i>	21,528	1,789	23,317	24,531
Councillor Lambert <i>(October – December)</i>	4,326	300	4,626	-
Councillor Mahon <i>(October – December)</i>	4,856	332	5,188	-
Councillor Murray <i>(October – December)</i>	5,362	362	5,724	-
Councillor Quantz <i>(October – December)</i>	5,238	92	5,330	-
Councillor Stevens <i>(October – December)</i>	5,218	353	5,571	-
Mayor Hunter <i>(January – October)</i>	35,014	2,557	37,571	44,715
Councillor Baswick <i>(January – October)</i>	19,164	561	19,725	22,131
Councillor Moore <i>(January – October)</i>	19,252	593	19,845	24,241
Councillor Windsor <i>(January – October)</i>	21,122	593	21,715	26,437
Councillor McCoy	-	-	-	20,719
Councillor Williams	-	-	-	23,105
	147,907	7,981	155,888	185,879
Chief Administrative Officer <i>(January – February)</i>	\$ 184,699	9,411	194,110	188,761
Interim Chief Administrative Officer <i>(February – September)</i>	\$ 89,701	17,015	106,716	-
Chief Administrative Officer <i>(September – December)</i>	\$ 54,974	12,087	67,061	-

(1) Salary

Includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remunerations paid by the Town.

(2) Benefits and allowances

Includes the employer's share of all employee benefits and contributions or payments made on behalf of employees including internet allowance, pension plans, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

19. Local authorities pension plan:

The Town participates in a multi-employer defined benefit pension plan. This plan is accounted for as a defined contribution plan.

Employees of the Town of Didsbury participate in the Local Authorities Pension Plan (LAPP), which is covered by the Alberta Public Sector Pensions Plans Act. The plan serves approximately 316,000 people and 453 employers. It is financed by employer and employee contributions and investment earning of the LAPP fund.

The Town is required to make current service contributions to the plan of 8.45% (2024 – 8.45%) of pensionable earnings up to the Canada Pension Plan year's maximum pensionable earnings and 11.65% (2024 – 11.65%) for the excess. Employees of the Town are required to make current service contributions of 7.45% (2024 – 7.45%) of pensionable salary up to the year's maximum pensionable salary and 10.65% (2024 – 10.65%) on pensionable salary above this amount.

Total current services contributions by the Town to the LAPP in 2025 were \$258,982 (2024 - \$254,925) which are recorded as expenditures in the year in which they become due. Total service contributions by the employees of The Town to the LAPP in 2025 were \$227,069 (2024 - \$226,683).

At December 31, 2024 the plan disclosed an actuarial surplus of \$19.6 billion (2023 – \$15.1 billion).

20. Commitments:

The Town has a contract for waste collection services that expires on April 30, 2026. Under the terms of the contract, the Town is required to pay various fees for residential garbage, recycling and compost collections and hauling fees. The estimated commitment over the remainder of this contract is approximately \$76,500.

The Town has a contract for assessment services that expires on June 30, 2030. The estimated commitment is approximately \$42,585 per year until the end of the contract.

The Town has a contract for managed information technology services that expires on May 31, 2029. The approximate payments to the end of the contract are as follows: 2026 - \$71,000; 2027 - \$73,000; 2028 - \$74,500, and 2029 - \$38,000.

The Town has long-term operating leases with respect to certain machinery and equipment. The estimated commitment for each of the next two years is approximately as follows: 2026 - \$47,032, and; 2027 - \$44,922.

The Town has entered into an agreement with the Mountain View Regional Water Services Commission with respect to contributions towards a lateral water line project. The approximate payment to the Commission in the 2026 year amount to \$597,400.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

21. Contingent liabilities:

The Town is a member of the Mountain View Regional Water Services Commission and the Mountain View Regional Waste Management Commission. Under the terms of the membership, the Town could become liable for its proportionate share of any losses in excess of the funds held by the Commissions. Any liability would be accounted for in the year the losses are determined.

22. Segmented information (schedule I):

The Town provides a range of services to its ratepayers. For each reported segment, revenue and expenses represent both amounts that are directly attributable to the segments and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the consolidated financial statements as disclosed in Note 1.

23. Financial instruments:

The Town's financial instruments consist of cash, temporary investments, trade receivables, taxes and grants in place of taxes, loans receivable, accounts payable and accrued liabilities and long-term debt. It is Council's opinion that the Town is not exposed to significant interest, currency, credit, liquidity or other price risk arising from these financial instruments, except as otherwise disclosed.

The Town is subject to credit risk with respect to trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

During the year, prime rate decreased from 5.45% to 4.45%. The Town is exposed to this interest rate volatility on its interest-bearing bank accounts and short-term line of credit for which interest rates fluctuate based on prime rate.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

24. Comparative Figures

Where necessary, certain comparative figures have been reclassified to conform with current year financial statement presentation. There has been no effect on prior year net income.

TOWN OF DIDSBURY

Notes to Consolidated Financial Statements

Year ended December 31, 2025

25. Budget:

The following table reconciles the excess of revenue over expenses in the Statement of Operations to the balanced operating budget as adopted by Council on March 26, 2025 and demonstrates how the legislative requirement for a balanced budget, where planned revenue sources equal planned expenditures, have been met. The reconciliation is provided for information purposes only to provide users with supplementary comparative information.

	2025
Balanced operating budget	\$ -
Adjust for:	
Debenture principal payments	663,802
Transfers from reserve	(194,000)
Transfers to reserve	1,395,175
Purchase of capital assets funded from operations	26,500
Government transfers for capital	892,700
Unbudgeted amortization expense	(2,456,548)
	\$ 327,629

26. Funds held in trust:

Included cash and cash equivalents are funds held in trust for certain local organizations for which the Town administers the funds. The following amounts were held in trust at year end:

	2025	2024
Mountain View Regional Emergency Management Agency	\$ 3,515	\$ 5,640
Mountain View Family Resource Network	42,031	198,552
Alberta Mid-sized Towns Mayors' Caucus	-	3,963
	\$ 45,546	\$ 208,155

27. Approval of financial statements

Council and Management have approved these financial statements.



REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 14, 2026
SUBJECT: Joint Use and Planning Agreement – Town of Didsbury & CESD
ORIGINATING DEPARTMENT: Community Services
ITEM: 8.2

BACKGROUND/PROPOSAL:

This item was presented at the March 26, 2026 RCM and Council requested additional time to review the document prior to consideration.

The *Municipal Government Act (MGA)* requires Joint Use and Planning Agreements (JUPAs) between Alberta municipalities and schools boards to “enable the integrated and long-term planning and use of school sites on municipal reserve (MR), school reserve (SR) and municipal and school reserve (MSR) land.” MGA: s670.1, s.672, s673

Initially, JUPAs were required to be in effect on June 10, 2023, however after multiple extensions by the Ministry of Municipal Affairs, the final deadline is now **June 10, 2026**.

Attached, Council will find:

- The proposed JUPA document
- A markup of the 2009 current Joint Use Agreement with highlighted changes as provided for in the proposed JUPA document
- A GOA Factsheet regarding new MGA requirements for municipalities and school board JUPAs

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The proposed JUPA is the standard agreement that has been entered into with most schools located with the Chinook’s Edge School Division (CESD) boundary and meets all requirements under the MGA.

Key areas addressed within the proposed JUPA include:

- Process for planning for future schools within Didsbury
- Process for transfer of lands related to school sites, both future and past
- Process for joint facility use of both school and municipal amenities
- Dispute resolution process

If Council has questions, comments or concerns pertaining to the proposed agreement, Administration requests that Council be specific in their reservations so that answers can be sought and brought back to Council ahead of the upcoming GOA deadline.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To enter into the Joint Use and Planning Agreement with Chinook’s Edge School Division as presented.

JOINT USE AND PLANNING AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2026

BETWEEN:

TOWN OF DIDSBURY

AND

THE CHINOOK'S EDGE SCHOOL DIVISION

WHEREAS:

The *Municipal Government Act* and the *Education Act* require a municipality and any school board operating within the boundaries of the municipality to enter into and maintain a joint use and planning agreement; and

It is the responsibility of the municipality to plan, develop, operate and maintain park and recreational land and facilities within the boundaries of the municipality for recreational purposes and to organize and administer public recreational programs; and

It is the responsibility of the school board to develop and deliver educational programs and to provide the necessary facilities and sites for these programs; and

The joint use of municipal facilities and school board facilities is an important tool in providing educational, cultural and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby making the most effective use of the limited economic resources of the municipality and school board; and

This agreement replaces any previous agreements between the parties; and

The *Municipal Government Act* allows the municipality to obtain municipal reserve (MR), school reserve (SR) or municipal and school reserve (MSR) as lands within the municipality are subdivided to meet the open space and site needs of the municipality and school board; and

The *Municipal Government Act* and the *Education Act* require that a joint use and planning agreement address matters relating to the acquisition, servicing, development, use, transfer and disposal of municipal reserve, school reserve and municipal and school reserve lands;

NOW THEREFORE IN CONSIDERATION of their mutual commitment to the joint use of facilities and planning of municipal reserve, school reserve and municipal and school reserve lands the parties agree as follows:

1) DEFINITIONS

In this Agreement, the following terms shall be interpreted as having the following meanings:

- a) "Agreement" means this Agreement, as amended from time to time, and any Schedules which are attached hereto and which also may be amended from time to time.
- b) "Arbitration Act" means the *Arbitration Act*, Revised Statutes of Alberta 2000, Chapter A-43, and any regulations made thereunder, as amended from time to time.
- c) "Area Structure Plan" means an area structure plan adopted pursuant to the *Municipal Government Act* and providing direction for land uses for a defined area within the Municipality.
- d) "Board" means the Public Board.
- e) "Calendar Day" means any one of the seven (7) days in a week.
- f) "CAO" means the Chief Administrative Officer of the Municipality.
- g) "Community Use" means use by members of the general public and not a User Group.
- h) "Council" means the municipal council of the Town of Didsbury
- i) "Education Act" means the *Education Act*, Revised Statutes of Alberta 2012, Chapter E-0.3, and any regulations made thereunder, as amended from time to time.
- j) "Effective Date" means _____ (insert date).
- k) "Facility Plans" means the capital plan and facility plan prepared the Board for approval by the Alberta Government.
- l) "Facility Scheduling Coordinator" means for the Municipality the individual or individuals responsible for coordinating the booking of Joint Use Space provided by the Municipality and for the Board the individual or individuals responsible for coordinating the booking of Joint Use Space provided by the Board.
- m) "Governing Committee" means the committee which includes elected officials as established under this Agreement.

- n) "Hazardous Substance(s)" means the same as hazardous substance defined in the *Environmental Protection and Enhancement Act*, Revised Statutes of Alberta 2000, Chapter E-12, and any regulations thereunder, as amended.
- o) "Joint Use Space" means those portions of a Municipal Facility or School identified in Schedules "A" and "B" as being available for booking by the Parties or User Groups or for Community Use.
- p) "Municipality" means the municipal corporation of the Town of Didsbury, its predecessor, or, where the context so requires, the area contained within the boundaries of the Municipality.
- q) "Municipal Development Plan" means a municipal development plan adopted pursuant to the *Municipal Government Act* and providing direction for future land uses within the Municipality.
- r) "Municipal Facility" means a park, playground, playing field, building or part of a building owned, maintained and operated by the Municipality and includes those facilities identified in Schedule "A".
- s) "Municipal Government Act" means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and any regulations made thereunder, as amended from time to time.
- t) "Operating Committee" means the committee which is comprised of the CAO and Superintendent as established under this Agreement.
- u) "Parties" means the entities signing this Agreement collectively and Party shall mean one (1) of the signatories.
- v) "Public Board" means The Chinook's Edge School Division and any successor board or authority.
- w) "Reserve Land" means municipal reserve, school reserve, or municipal and school reserve, as defined in the *Municipal Government Act*.
- x) "School" means a building which is designed to accommodate students for instructional or educational purposes that is owned or controlled by a Board and includes those facilities identified in Schedules "B".
- y) "School Portion" means the portion of Reserve Land identified for transfer to a Board that includes the school building footprint, any parking, loading or drop off facilities, any landscaped yards around the building, land for a playground equipment site, and land needed for future expansion of the school building based on the ultimate design capacity of the school.
- z) "Superintendent" means the chief executive officer the Board.
- aa) "User Group" means any School or community group that fits within the eligibility criteria set out in the Operating Guidelines and books the use of Joint Use Space during Joint Use Hours.

bb) Written Notice means the formal receipt of papers that provide specific information by an individual or organization. Such information may be mailed, emailed, or sent un some other form of electronic transmission, I.e. facsimile.

2) SCHEDULES

The following is the list of Schedules to this Agreement:

Schedule “A” – Municipal Facilities available for Joint Use

Schedule “B” – School Board Facilities available for Joint Use

Schedule “C” – Joint Use Times

Schedule “D” – Operating Guidelines

Schedule “E” – School Site Planning Guidelines

Schedule “F” – Dispute Resolution Process

3) TERM, REVIEW AND AMENDMENT OF AGREEMENT

- a) This Agreement shall be in force and effect as of the Effective Date and shall continue to be in effect until such time as it is terminated by the Parties.
- b) The terms and conditions of this agreement shall be reviewed every five (5) years with the first such review scheduled in 2027. The review shall be undertaken by the Operating and Governance Committees. Following the review, the Governance Committee shall recommend how the agreement should be amended.
- c) Except as provided otherwise herein, this Agreement shall not be modified, varied or amended except by the written agreement of all of the Parties.

4) WITHDRAWAL AND TERMINATION

- a) No party to this Agreement shall unilaterally withdraw or terminate this Agreement.
- b) Where one or more Parties view this Agreement as no longer meeting their interests, they shall give all Parties written notice of their request to review and/or amend all or parts of this Agreement.

- c) If written notice requesting a review is received, all Parties shall commence a review of this Agreement within 30 calendar days of the date the last Party received the written notice and shall seek consensus on the updates and amendments.
- d) Until such time as an amended agreement or replacement agreement has been created and agreed upon by all Parties, the terms and conditions of this Agreement shall remain in effect.

5) PRINCIPLES

The Parties agree that in entering into this Agreement they are committing to the following Principles with respect to the joint use of municipal and school board facilities:

Respect for Autonomy - Each of the Parties is an independent, autonomous entity and has the right to determine which of their facilities shall be made available as Joint Use Space based on what the Board and Municipal Council believe to be in the best interests of the people they serve.

Cooperation and Partnership - The Parties shall work together as partners, recognizing that the needs of the public for educational, cultural and recreational opportunities can best be achieved through a combination of their respective resources and by the Parties working in conjunction with each other.

Efficiency and Effectiveness - The joint use of Municipal Facilities and Schools is an important tool in providing a high standard of educational, cultural and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby saving costs and making the most effective use of the limited economic resources of the Parties.

Fairness and Equity - The costs of providing joint use space are to be borne fairly and equitably by the Parties with the intent of keeping costs charged to the other Parties or public users of Joint Use Space to a minimum.

Transparency and Openness - The Parties shall make available to each other such information as is necessary to make this agreement successful.

6) CONSULTATION WITH OTHER MUNICIPALITIES

- a) The Parties acknowledge that the Schools that are available as Joint Use Space may be accessed by community groups, residents and user groups that are located or reside outside the Municipality in accordance with a Joint Use and Planning Agreement with other municipalities.

- b) The Parties further acknowledge that the Schools that are currently located within the Municipality have been designed, built and funded for and by ratepayers within the Municipality's boundaries and ratepayers beyond the Municipality's boundaries.
- c) In lieu of a single agreement involving participation by all of the municipalities in which the Board operates, the Parties agree to consult and involve other municipalities that are served by the Board on an issue by issue basis as needed to share access to the Schools and to plan for and acquire future School sites. One or more separate agreements between the Parties and these other municipalities may be created as needed.
- d) When consultation with one or more municipalities is required, the consultations shall begin with a meeting, held in person or by electronic means, of the members of the Operating Committee and the equivalent or similar committee established between the Board and the other municipalities.

7) MEETING OF COUNCIL AND BOARD

- a) Council of the Municipality and the members of the Boards shall meet at least every four (4) years to discuss issues of mutual interest.
- b) Each meeting shall be chaired by the Mayor or the Chairperson of the Board on a rotational basis. Secretarial support shall be arranged for the meeting by the Party that is chairing that meeting.
- c) Any Party can submit an item to be included on the agenda for the meeting provided it is given to the Party chairing the meeting at least 5 calendar days prior to the date of the meeting. It is intended that the topics explore high level considerations to assist the Governing Committee in more detailed discussions.
- d) Minutes shall be kept for all meetings of Council and the Board. Copies of the minutes of a meeting shall be provided to all Parties within 14 calendar days of the date of the meeting.

8) GOVERNING COMMITTEE

- a) The Governing Committee shall consist of two (2) Council members and the CAO or their designate and two (2) Board members and the Superintendent or their designate from the Board. The Governing Committee shall meet on an "as needed" basis.

- b) The role of the Governing Committee shall be to provide recommendations to the Council and Board regarding:
 - i) Reviews of this Agreement and proposed amendments to this Agreement from time to time; and
 - ii) Resolution of any issues or matters of disagreement that arise.
- c) Quorum of the Governing Committee shall consist of at least two representatives from each Party attending each agreed upon meeting. The Governing Committee may adopt such rules of procedure as may be agreed upon by its members.
- d) The CAO and Superintendent may be accompanied by administration, staff and/or resource personnel as deemed necessary by the CAO or the Superintendent.
- e) Meetings of the Governing Committee shall be considered in-camera to encourage and facilitate frank and open discussion. All decisions of the Governance Committee shall require consensus of its members.

9) OPERATING COMMITTEE

- a) The Operating Committee shall consist of the CAO (or designate) of the Municipality and the Superintendent (or their designate) of the Board.
- b) The Operating Committee shall oversee the operation of this Agreement.
- c) The role of the Operating Committee shall be to:
 - i) formulate policy recommendations related to joint use of Municipal and School Facilities for consideration by Council and the Board;
 - ii) provide a forum to discuss issues of mutual interest related to joint use and formulate recommendations regarding amendments to this Agreement, including the Operating Guidelines, for consideration by Council and the Board;
 - iii) formulate and approve Operating Directives, based on the Operating Guidelines, for specific facilities and types of use as needed;
 - iv) review any approved Operating Directives on an annual basis;
 - v) provide a forum for the operational concerns of the Parties to be discussed;

- vi) consult with and provide a forum through which the public can express concerns or opinions with respect to the operation or use of Joint Use Space, the Operating Guidelines and Operating Directives;
 - vii) where possible, resolve or recommend solutions to resolve day to day operational concerns or difficulties related to the use of Joint Use Space by the Parties or the public;
 - viii) review the Facility Plans of the Board annually;
 - ix) review any proposed amendments or updates of the Municipality's Municipal Development Plan and Area Structure Plans and Concept Plans to ensure the proposed plans or amendments reflect the identified and projected needs of the Parties;
 - x) determine how available or proposed school sites are allocated based on the annual review of the updated Facility Plans of the Board;
 - xi) develop a draft agenda for any meeting of the Council and the Board or the Governing Committee; and
 - xii) undertake a formal review of this Agreement as and when required and communicate their findings of the review to the Governing Committee.
- d) The Operating Committee shall meet at least once a year and may meet more frequently if required. Meetings of the Operating Committee may be in person or conducted by telephone or video conferencing.
 - e) The meetings shall be chaired by the CAO or their designate. Secretarial support for each meeting shall be arranged by the CAO.
 - f) The Operating Committee shall adopt such rules of procedure as may be agreed upon by its members.
 - g) All decisions of the Operating Committee shall require the consensus of its members. In the event that the Operating Committee cannot reach a consensus on the issue, the matter shall be referred to the Governance Committee for resolution or direction as to how the matter should be resolved.
 - h) Minutes shall be kept for all meetings of the Operating Committee. Copies of the minutes of the meetings shall be provided to all Parties.
 - i) Members of the Operating Committee may bring to the meetings of the Operating Committee additional staff from the Municipality and/or the Board or resource personnel, as necessary, to

provide assistance to the members of the Operating Committee in the carrying out of their responsibilities under this Agreement.

- j) The Operating Committee may delegate any of its responsibilities to a subcommittee or subcommittees.

10) JOINT USE SPACE

- a) The Municipality shall make available, to the Board, those Municipal Facilities identified as Joint Use Space in Schedule "A". The Municipality shall not charge fees for the use of Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).
- b) The Board shall make available, to the Municipality and community groups, those portions of Schools identified as Joint Use Space in Schedules "B" respectively. The Board shall not charge fees for the use of Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).
- c) The Parties shall not allow Joint Use Space to be used by groups or individuals during the Joint Use Hours identified in Schedule "C" unless such use respects the Operating Guidelines, and any applicable Operating Directive(s), in effect from time to time.
- d) The CAO may, upon six (6) months written notice to the Board, amend Schedule "A" to either add to or remove from the list of Joint Use Space provided by the Municipality, all or any portion of a Municipal Facility.
- e) The Superintendent of the Board may, upon six (6) months written notice to the Municipality, add to or remove from the list of Joint Use Space provided by the Board, all or any portion of one or more of their Schools.
- f) Notice of the removal of all or any portion of a Joint Use Space from the list of Joint Use Space available shall include a written explanation as to why the specific Joint Use Space will no longer be available for use. The Parties agree that the written explanation shall be shared with the public.
- g) Notwithstanding any other provision in this Agreement or its Schedules, the Principal of a School or the respective manager of a Municipal Facility, shall be able to determine if a particular use will be allowed to occur in their School or Facility.

- h) Appeals from a refusal by a Principal or manager of a Municipal Facility to allow a particular use within their School or Municipal Facility shall be made:
 - i) in the case of a School, first to the Principal's Superintendent and thereafter to the Board; and
 - ii) in the case of a Municipal Facility, first to the CAO and thereafter to Council.
- i) Notwithstanding any other provision in this Agreement, the Municipality and/or the Board may remove from the list of Joint Use Space any facility or portion of a facility, either on a permanent or temporary basis, if the facility or portion of a facility is needed by the Party to meet its responsibilities or to provide services or programs to its constituents.

11) OPERATING GUIDELINES FOR JOINT USE SPACE

The Parties hereby agree to be bound by and comply with the Operating Guidelines which are attached to this Agreement as Schedule "D".

12) ACQUISITION AND ALLOCATION OF FUTURE SCHOOL SITES

- a) The Board shall communicate their need to construct a new school that is to be located within the Municipality or intended to serve residents of the Municipality, to the Municipality as early as possible.
- b) The decision of where and when to propose construction of a new school and the identification of the area to be served by that school shall be at the sole discretion of the respective Board.
- c) Where construction of a school that will serve two or more Municipalities is proposed, the Board shall notify all of the involved Municipalities to enable early consultation on the availability and acquisition of a site.
- d) The Municipality shall, to the best of their ability given the constraints of the *Municipal Government Act*, the evolving nature of information as to the needs of the Parties, and the demographics of the community, plan for a sufficient number of school sites to meet the anticipated needs of the Board.
- e) The Municipality shall use their Municipal Development Plan to identify the number, general size and location of existing and future school sites.

- f) In determining the number, location and size of school sites to be identified, the Municipality shall follow the School Site Planning Guidelines outlined in Schedule "G". The number of school sites to be identified shall be based on the existing and projected future number of students that will reside in the area covered by the Municipal Development Plan, Area Structure Plan or Concept Plan once the area is fully developed and based on the best information available at the time that the Plan is prepared or amended.
- g) There shall be no pre-allocation of School sites to the Board nor shall School sites be identified as available to only one Board (if multiple Boards operate within the Municipality) in the Municipal Development Plan, Area Structure Plan or Concept Plan.
- h) Allocation of an available school site shall be made by the Operating Committee, once the need to construct a new school has been identified, if construction on an allocated site has not commenced within three (3) years of the site being allocated to a Board.
- i) If there are competing claims between two (2) or more Boards for one available school site, the Boards shall, at their own cost, resolve the question of site allocation between themselves.
- j) The Municipality shall use its ability under the *Municipal Government Act* to require Reserve Land to be dedicated as lands within the Municipality are subdivided to provide School sites in accordance with the Municipal Development Plan or Area Structure Plan or Concept Plan. The Municipality shall not be obligated to acquire lands for School sites using any other resources at the Municipality's disposal. The decision to commit the use other resources at its disposal to acquire a School site shall be at the sole discretion of the Municipality.
- k) The Board acknowledge that Reserve Land dedication at the time of subdivision is also used to address the open space needs of the Municipality and the amount of land or money-in-lieu of land dedication shall be divided between the need for School sites and the open space plans of the Municipality.
- l) The Municipality may collect money-in-lieu of land dedication at time of subdivision in accordance with the policies of the Municipality. All money-in-lieu of land dedication shall be paid to the Municipality. All money-in-lieu of land dedication shall be allocated as allowed under the *Municipal Government Act* at the sole discretion of the Municipality.
- m) In the event that a School site is required prior to a planned site being created through the subdivision process, the Municipality shall approach the owner of the land containing the planned School site about providing the site earlier than originally expected through a pre-dedication process. The Board may assist the Municipality; however, in all dealings with the owner(s) of the land, the Municipality shall be present and lead the discussions.

13) SERVICING AND DEVELOPMENT OF SCHOOL SITES

- a) All School sites shall be serviced to the property line prior to transfer to a Board.
- b) The services to be provided include, but are not limited to: water, wastewater, storm drainage, power, natural gas, telecommunications, roads and sidewalks.
- c) Where one or more services are not available at the property line of the School site, the Municipality shall provide the services subject to the legal and financial ability of the Municipality to do so.
- d) Offsite levies or any similar charges for municipal infrastructure shall not be charged against development on any School site. This restriction does not apply to capital costs that may be included in a utility rate structure for use of the utility.

14) FACILITY AND SITE SPECIFIC AGREEMENTS

- a) When two or more of the Parties decide to create a shared site and/or facility, a separate agreement shall be prepared specific to that site and/or facility.
- b) The agreement shall address:
 - i) The broad purpose and parameters of the partnership that is being created;
 - ii) The nature of the site and/or facilities that are involved;
 - iii) The financial or in kind contributions to be made by each of the Parties;
 - iv) Operating Guidelines and Operating Directives specific to the site and/or facility for ongoing operations;
 - v) Capital cost and operating cost sharing arrangements and responsibilities between the Parties; and
 - vi) A process for dissolving the partnership, disposing of the site or retiring the facility.

15) TRANSFER OF SCHOOL SITE

- a) All Reserve Land intended to accommodate a School shall initially be dedicated as municipal reserve and be owned by the Municipality.

- b) The Municipality shall only transfer the School Portion of Reserve Lands intended to accommodate a School to a Board.
- c) The School Portion shall be transferred to a Board once:
 - i) The Board has an identified need for the School site;
 - ii) The Board has approval of the funding for the design of the School on the site;
 - iii) The Board has applied for a development permit for the School and has submitted a site plan and building plans to the Municipality; and
 - iv) The School Portion has been or is in the process of being subdivided from the other Reserve Land for registration as school reserve with Land Titles.
- d) All costs associated with the transfer of the School Portion to a Board shall be paid by the Municipality. This shall include the costs of any required subdivision and registration of required plans and documents at Land Titles.

16) DISPOSAL OF UNNEEDED SCHOOL SITES

- a) In the event that Reserve Land is not needed by the Board, the Board shall first offer to transfer the Reserve Land back to the Municipality unless the Board is prohibited from so doing by the Education Act or other legislation.
- b) The Municipality shall have one hundred and eighty (180) calendar days from the Board notifying the Municipality in writing of its intention to cease use of the Reserve Land to confirm whether it agrees to take back the Reserve Lands. The School Board shall provide to the Municipality all available information regarding the Reserve Land and facilities on the Reserve Land, including any potential presence and nature of any Hazardous Substances, at the time that the offer to the Municipality is made. The Municipality shall have the right to enter the Reserve Land and any facilities on the Reserve Land for the purposes of carrying out any required assessments, tests and studies.
- c) If the Municipality opts to acquire the Reserve Land, and there are no Board owned facilities on it, the Municipality shall take the Reserve Land as is, where is. The Reserve Land shall be transferred to the Municipality at no cost to the Municipality except for the cost of registering the transfer of land document.
- d) If the Municipality opts to acquire the Reserve Land, and the land has Board facilities on it, the Municipality shall take the Reserve Land as is, where is, including all buildings and improvements on the Reserve Land, at a cost that is agreed upon between the Municipality and the Board.

e) In the event that the Municipality elects not to assume ownership or the Board is prohibited from transferring the Reserve Land by the Education Act or other legislation, the Parties agree to meet and discuss alternative means of disposing of the site. This may include:

- i) Redevelopment of the entire site for a different use that is compatible with existing and future uses on lands near the site, including any environmental remediation that may be required, or
- ii) Subdividing the play fields or open space portion of the site from the School Portion to enable the Municipality to acquire the non-School Portion and the Board to sell the School Portion.

17) DISPUTE RESOLUTION

- a) Operational issues shall be addressed initially by administrative staff of the respective facilities. In the event that the administrative staff is unable to resolve an operational issue then such issue shall be brought forward to the Operating Committee in a timely manner. The decision of the Operating Committee regarding operational issues shall be final and binding.
- b) The Parties agree to follow the Dispute Resolution Process outlined in Schedule "F" for non-operational disputes.

18) APPLICABLE LAWS

This Agreement shall be governed by the laws of the Province of Alberta.

19) INTERPRETATION

- a) Words expressed in the singular shall, where the context requires, be construed in the plural, and vice versa.
- b) The insertion of headings and sub-headings is for convenience of reference only and shall not be construed so as to affect the interpretation or construction of this Agreement.

20) TIME OF THE ESSENCE

Time is to be considered of the essence of this Agreement and therefore, whenever in this Agreement either the Municipality or the Board is required to do something by a particular date, the time for the doing of the particular thing shall only be amended by written agreement of the Municipality and the Board.

21) NON-WAIVER

The waiver of any covenants, condition or provision hereof must be in writing. The failure of any Party, at any time, to require strict performance by the other Party of any covenant, condition or provision hereof shall in no way affect such Party's right thereafter to enforce such covenant, condition or provision, nor shall the waiver by any Party of any breach of any covenant, condition or provision hereof be taken or held to be a waiver of any subsequent breach of the same or any covenant, condition or provision.

22) NON-STATUTORY WAIVER

The Municipality in entering into this Agreement is doing so in its capacity as a municipal corporation and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Municipality of any approval or permit as may be required pursuant to the *Municipal Government Act* and any other Act in force in the Province of Alberta. The Municipality, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Municipality, its Council, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a municipal government, as a municipal council and as the officers, servants and agents of a municipal government.

The Board in entering into this Agreement is doing so in its capacity as a school board and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Board of any approval or permit as may be required pursuant to the *Education Act* and any other Act in force in the Province of Alberta. The Board, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Board, its Board of Trustees, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a school board and as the officers, servants and agents of a school board.

23) SEVERABILITY

If any of the terms and conditions as contained in this Agreement are at any time during the continuance of this Agreement held by any Court of competent jurisdiction to be invalid or unenforceable in the manner contemplated herein, then such terms and conditions shall be severed from the rest of the said terms and conditions, and such severance shall not affect the enforceability of the remaining terms and conditions in accordance with the intent of these presents.

24) FORCE MAJEURE

- a) Force majeure shall mean any event causing a *bona fide* delay in the performance of any obligations under this Agreement (other than as a result of financial incapacity) and not caused by an act, or omission, of either party, or a person not at arm's length with such party, resulting from:
 - i) an inability to obtain materials, goods, equipment, services, utilities or labour;
 - ii) any statute, law, bylaw, regulation, order in Council, or order of any competent authority other than one of the parties;
 - iii) an inability to procure any license, permit, permission, or authority necessary for the performance of such obligations, after every reasonable effort has been made to do so;
 - iv) a strike, lockout, slowdown, or other combined action of works;
 - v) an act of god.
- b) No Party shall be liable to the other Parties for any failure to comply with the terms of this Agreement if such failure arises due to force majeure.

25) INSURANCE

In addition to any other form of insurance, as the Parties may reasonably require against risks, which a prudent owner under similar circumstances and risk would insure, the Parties shall at all times carry and continue to carry comprehensive general liability insurance in the amount of not less than FIVE MILLION (\$5,000,000) DOLLARS per occurrence in respect to bodily injury, personal injury or

death, and when applicable, course of construction insurance in an amount to be determined based on the value of the anticipated construction project, as would be placed by a prudent contractor. The comprehensive general liability insurance shall have an endorsement for occurrence property damage, contingent employer's liability and broad form property damage. The insurance to be maintained by each Party herein shall list each of the other Parties as an additional named insured. The amount and type of insurance to be carried by the Parties pursuant to clause may be varied from time to time by written agreement of the Parties. The insurance carried by the Parties pursuant to this clause shall contain, where appropriate, a severability of interests' clause or a cross liability clause.

26) INDEMNIFICATION

Each Party (the "Indemnifying Party") to this Agreement shall indemnify and hold harmless the other Parties (the "Non-Indemnifying Parties"), their employees, servants, volunteers, and agents from any and all claims, actions and costs whatsoever that may arise directly or indirectly out of any act of omission of the Indemnifying Party, its employees, servants, volunteers or agents in the performance and implementation of this Agreement, except for claims arising out of the sole negligence of one or more of the Non-Indemnifying Parties, its employees, servants, volunteers or agents.

27) NON-ASSIGNMENT OR TRANSFER

No Party may assign, pledge, mortgage or otherwise encumber its interest under this Agreement without the prior written consent of the other Parties hereto, which consent may be arbitrarily withheld. Any assignment, pledge or encumbrance contrary to the provisions hereof is void.

28) SUCCESSORS

The terms and conditions contained in this Agreement shall extend to and be binding upon the respective heirs, executors, administrators, successors and assigns of the Municipality and the Board.

29) NOTICES

All and any required written notices in the performance and implementation of this Agreement shall be directed to the CAO and the Superintendent using the mailing address for their respective offices as shown below:

The Chinook’s Edge School Division
4904 50 Street
Innisfail, AB T4G1W4

The Town of Didsbury
Box 790
Didsbury, AB T0M 0W0

Email notification to the CAO or Superintendent may also be used to provide written notices required or described in this Agreement.

IN WITNESS WHEREOF the Parties execute this Agreement by the hands of their respective, duly authorized signatories:

TOWN OF DIDSBURY

PER: _____

PER: _____

THE CHINOOK’S EDGE SCHOOL DIVISION

PER: _____

PER: _____

Schedule "A" – Municipal Facilities Available for Joint Use

Name of Facility	Legal Description of Parcel(s) Containing Facility	Description of Facility and Amenities
Didsbury Memorial Complex	1702 21 Avenue, Plan 9310170; Lot 1 in the Town of Didsbury	Didsbury Aquatic Centre – pool, waterslide, hot tub, steam room Didsbury Arena – regulation ice surface plus leisure ice surface Didsbury Curling Rink – four sheets of curling ice
Didsbury Jets Ball Diamond	1702 21 Avenue, Plan 9310170; Lot 2 in the Town of Didsbury	Ball diamond
Didsbury Memorial Park	Off 16 Avenue & Highway 582 Plan 0210674; Block 1, Lot 4 in the Town of Didsbury	Three ball diamonds, walking path

Schedule “B” – School Board Facilities Available for Joint Use

Name of School	Legal Description of Parcel(s) Containing School	Description of Facility and Amenities
Ross Ford Elementary School	Plan 1414HU Blk A in the Town of Didsbury	Gym, playground and field
Westglen School	Plan 2835FS Parcel G, Plan 3779 JK Portion of lot "R", NE 5-2-31-131SR in the Town of Didsbury	Gym, playground and field
Didsbury High School	Plan 0412360 Block 1 lot 2MSR, Plan 0412360 Block1, Lot 1, SE 5-2-31-24 in the Town of Didsbury	Gym, playground and field

Unless specifically noted otherwise, Joint Use Space shall only include gymnasiums. regular classrooms, library space, music rooms, drama rooms, technology rooms and other specialized classrooms shall not be included as Joint Use Space unless listed in the table above, unless agreed upon by the Parties on a case-by-case basis.

Schedule “C” – Joint Use Times

Facility Type	Available Times
Ross Ford Elementary School	Monday through Friday between 17:30 and 21:00 and Saturdays and Sundays between 08:00 and 17:00
Westglen School	Monday through Friday between 17:30 and 21:00 and Saturdays and Sundays between 08:00 and 17:00
Didsbury High School	Monday through Friday between 17:30 and 21:00 and Saturdays and Sundays between 08:00 and 17:00
Didsbury Memorial Complex	Monday through Friday between 08:30 and 15:30, on days that classes are in session
Jets Ball Diamond	Monday through Friday between 08:30 and 15:30, on days that classes are in session
Memorial Park Ball Diamonds	Monday through Friday between 08:30 and 15:30, on days that classes are in session

School Buildings shall not be available on Statutory Holidays, School breaks (including the months of July and August), District closures and annual maintenance shutdowns. Board use of Municipal Facilities is limited to Monday through Friday between September and June inclusively.

Community use of School Facilities outside of Joint Use Hours may be considered through special request.

School use of Municipal Facilities during July and August for Summer School Sessions shall be considered based upon the availability of the facility.

From time to time it is understood the Schools will be unavailable due to them becoming polling stations for provincial or federal elections.

Schedule “D” – Operating Guidelines for Joint Use Space

User Group Eligibility

To be eligible to use a Joint Use Space in a School, a user group must:

- Provide a current membership roster to the Facility Scheduling Coordinator
- Satisfy the Facility Scheduling Coordinator that at least seventy-five (75) percent of the members of the group or participants are residents of the Municipality or another Municipality served by the School Board that owns the facility to be booked
- Engage in activities that are recreational, cultural or educational in nature
- If it is a political group, be a locally based affiliate of a registered provincial or federal party or be for the purpose of local government
- Be non-profit
- Undertake, in writing, to have their members and participants uphold the rules and regulations of these Operating Guidelines

To be eligible to use a Municipal Facility that is a Joint Use Space, a User Group must be affiliated with a school or a program or event offered by a school that is located within the geographic boundary of the Municipality and their Board must be party to this agreement.

A User Group may be barred from using Joint Use Space if:

- The group has failed to pay fees related to the group’s prior use of any Joint Use Space
- The group has failed to provide the required insurance
- The group has failed to pay for damages which occurred as a result of the group’s prior use of any Joint Use Space
- The past conduct of the group, or members of the group or invited participants, during the use of Joint Use Space was, in the opinion of the Principal, Facility Manager, or Facility Scheduling Coordinator inappropriate, or not in keeping with the rules and regulations of the Joint Use Space that was booked, or, if repeated, would be likely to cause damage to the Joint Use Space

In the case of a School, any user group that is barred from the use of Joint Use Space may appeal the decision first to the Principal’s Superintendent and thereafter to the appropriate Board. In the case of a Municipal Facility, a barred User Group may appeal first to the CAO and thereafter to Council.

Insurance Coverage

In addition to any other form of insurance a User Group may reasonably require for risks against which a prudent user under similar circumstances and risk would insure, a User Group shall be required to carry General Liability Insurance naming the Municipality and the Board in whose building or on whose land they are conducting their activities as additional insureds.

The minimum insurance requirement shall be \$2 Million.

Booking Joint Use Space

Booking the use of Joint Use Space within Schools by User Groups shall be made through the Facility Scheduling Coordinator for the School.

Booking School use of Municipal Facilities identified as Joint Use Space shall be made through the Municipality's Facility Scheduling Coordinator.

Cancellation of Bookings

A booking for use of Joint Use Space within a School may be cancelled at any time by the School principal. The principal shall provide as much notice as reasonably possible to the Facility Scheduling Coordinator of the cancellation. The Facility Scheduling Coordinator shall notify the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within a School at any time with notice to the Facility Scheduling Coordinator of the respective Board.

A booking for use of Joint Use Space within Municipal Facilities may be cancelled at any time by the Facility Scheduling Coordinator. The Facility Scheduling Coordinator shall provide as much notice as reasonably possible to the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within Municipal Facilities at any time with notice to the Facility Scheduling Coordinator.

If the scheduled use required specially trained or technical staff to be available, the User Group may still be charged for such services if the cancellation is made by the User Group less than seventy-two (72) hours before the scheduled booking.

Fees for Joint Use Space

Fees charged to any Party to this Agreement or to any User Group for the use of Joint Use Space within Joint Use Hours shall be limited to:

- The use of specialized equipment
- Wear and tear on the facility and/or equipment
- The provision of specially trained or technical staff (e.g. swimming lesson instructors, lifeguards, theatre technicians,
- Computer lab technicians necessary for the use of the Joint Use Space
- Any additional janitorial or custodial services related to the use of the Joint Use Space
- The provision of supervisory staff or hosts related to the use of the Joint Use Space

A fee schedule will be updated annually by the Board for the use of space within schools.

Equipment

The right to use Joint Use Space includes the right to, within a gymnasium space, make use of badminton and volleyball posts and basketball hoops. The right to use Joint Use Space does not include the right to use score clocks or other specialized equipment. Any and all equipment required by a User Group must be requested at the time of booking.

Custodial Responsibility and Building/Facility Maintenance Responsibility

The respective School Board shall be responsible for custodial and janitorial services and building/facility maintenance for any Joint Use Space owned by that Board.

The Municipality shall be responsible for custodial and janitorial services and building/facility maintenance for any Joint Use Space owned by the Municipality.

Damages to Joint Use Space

For Joint Use Space in a School, the Municipality shall be responsible for the recovery of costs to repair damage that occurred in Joint Use Space during the use of that space by a User Group that is not affiliated with the respective Board that owns the facility that was damaged.

For Joint Use Space in a Municipal Facility, each Board shall be responsible for damage occurring in Joint Use Space during the use of that space by their respective Schools.

Playing Fields and Playgrounds

For the purposes of this section, the following definitions shall apply:

“Playfield or Playing Field” means a designated outdoor playing area designed for various sports and includes rectangular turf fields and ball diamonds.

“Playfield Maintenance” means the regular mowing, fertilizing and lining of playfields.

“Playground” means an area designed for outdoor play or recreation, especially by children, and often containing recreational equipment such as slides and swings.

“Refurbishment” means to aerate, top dress and over seed taking the playfield off line for a 12 month period.

“Re-development” means the stripping and grading of the playfield to reshape the grade and/or the complete replacement of the top soil, finished surface (seed/sod/shale) and the replacing of goal posts or back fields. Redevelopment would anticipate the closure of the playfield for up to two years.

Maintenance of playing fields on Municipal lands shall be the responsibility of the Municipality and maintenance of playing fields on School lands shall be the responsibility of the respective Board. The Parties agree to ensure that field markings are in place at the commencement of the spring/summer season. The Board will not be responsible for field markings that are not required for the School to perform its function. Additional field markings will not be provided by the School.

Each Party shall perform regular assessments on playfield conditions to determine short term and long term maintenance, or as appropriate, refurbishment required for each playfield. The Parties shall advise each other of any major refurbishment or redevelopment of playfields.

Each Party shall be responsible for the development of playing fields, including the construction of soccer pitches and softball or baseball diamonds, located on their respective lands.

Upgrades to playing fields located on Municipal lands that are desired or required by a Board shall be the responsibility of the Board. All costs of such upgrades shall be paid by the Board requiring the upgrade. If a playing field has been upgraded by a Board, the responsibility for maintaining that playing field shall pass to the Board and all costs of maintaining the upgraded playing field shall be paid by the Board.

Maintenance of playgrounds shall be the responsibility of the Party upon whose lands the playground is located. Maintenance of playgrounds does not include or guarantee replacement of the playground.

Despite the identity of the Party that funded or installed a playground, the Party upon whose land it is located shall at all times have the right to remove the playground if ongoing maintenance of the

playground is unwarranted due to safety concerns, or because of costs associated with ongoing maintenance. The replacement of the playground is at the sole discretion of the Party upon whose land it is located.

Schedule “E” – School Site Guidelines

The parameters contained in this Schedule shall be applied when planning future school sites in a Municipality’s Municipal Development Plan, Area Structure Plan or Concept Plan.

Size of Site

The size of school sites to be included in the Municipality’s plan shall be based on the types of schools needed over the long term and the grade configurations and minimum design for student capacity per school used by the Board.

For the Public Board the following guidelines apply:

School Type	Grade Configuration	Design Capacity (Number of Students)	Land for School Portion	Land for Playing Fields	Total Land Needed
Elementary	K-3, K-4, K-5	400 to 600	4 to 5 acres	6 to 7 acres	10 to 12 acres
Elementary/Middle	K-8	500 to 800	5 to 6 acres	7 to 8 acres	12 to 14 acres
Middle	6-8	500 to 600	5 to 6 acres	7 to 8 acres	12 to 14 acres
Junior/Senior High	7-12	500 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres
High School	10-12	400 to 1000	7 to 8 acres	13 to 14 acres	20 to 22 acres
K to 12 School	K-12	600 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres

The acreage guidelines outlined in the tables above are approximate acreages. The land required may vary depending on site configuration, topography, natural vegetation, special site conditions, or shared facilities adjacent to the school site.

Each school site shall be of adequate size to meet the initial and future expansion needs of the school.

Where possible, school sites shall be located across quarter section lines to make use of reserve dedication from two quarter sections to create a larger, shared site for two schools. For example, two elementary schools may share a set of playing fields requiring a total site area of 15 to 18 acres rather than 20 to 24 acres for two separate sites.

Where possible sites for high schools shall be created using reserve dedication; however, acquisition of additional land will likely be needed to create the size of site required. In these circumstances, a separate agreement shall be negotiated between the Parties involved in the acquisition of the site.

The following design consideration will be applied during the preparation of a statutory plan or the review of subdivision applications, where applicable:

Site Shape and Configuration

Each school site shall have a core area that is generally rectangular in shape with proportions of 2 to 3 units of width and 3 to 5 units of length (e.g. 160m width and 240m length). The core area must account for 80 to 90 percent of the total site area.

Site shapes that consist of curves, triangular areas or narrow spaces shall be avoided.

Frontage along a Public Street

Where possible, each school site shall have frontage along two public streets that intersect at a corner of the site.

Where frontage along only one public street is available, it shall be a continuous frontage along the entire length of one side of the site.

Accessible to Several Modes of Travel

Each school site shall be located on a road capable of accommodating school bus traffic and private automobile traffic related to the school.

Each school site shall have onsite pedestrian connections and connections to any pedestrian network linking the site to surrounding community.

Each site shall accommodate bicycle access and on-site bicycle parking facilities.

Site Topography and Soil Conditions

Each school site shall have geo-technical and topographic conditions that are suitable for the construction of a large building. This includes suitable soil conditions for foundations, no known contaminants and generally level terrain.

Flexibility for Design

Each school site shall not be encumbered with utilities and utility rights of way that divide the site or otherwise reduce the options for the placement of buildings and improvements.

No storm water management ponds shall be incorporated into the school site or the playing fields adjacent to a school.

Access to Services

Each school site shall be located where access to a sewage collection and disposal system, water system, storm drainage services and three phase power is available or can be made available.

Schedule "F" – Dispute Resolution Process

Step 1: Notice of Dispute

1. When any Party believes there is a dispute under this Agreement and wishes to engage in dispute resolution, the Party alleging the dispute must give written notice of the matter(s) under dispute to the other Parties.
2. During a dispute, the Parties must continue to perform their obligations under this Agreement.

Step 2: Negotiation

3. Within 14 calendar days after the notice of dispute is given, each Party must appoint representatives to the Governing Committee to participate in one or more meetings, in person or by electronic means, to attempt to negotiate a resolution of the dispute.
4. Each Party shall identify the appropriate representatives who are knowledgeable about the issue(s) under dispute and the representatives shall work to find a mutually acceptable solution through negotiation. In preparing for negotiations, the Parties shall also clarify their expectations related to the process and schedule of meetings, addressing media inquiries, and the need to obtain Council and Board ratification of any resolution that is proposed.
5. Representatives shall negotiate in good faith and shall work together, combining their resources, originality and expertise to find solutions. Representatives shall attempt to craft a solution to the identified issue(s) by seeking to advance the interests of all Parties. Representatives shall fully explore the issue with a view to seeking an outcome that accommodates, rather than compromises, the interests of all concerned.

Step 3: Mediation

6. In the event that negotiation does not successfully resolve the dispute, the Parties agree to attempt mediation. The representatives must appoint a mutually acceptable mediator to attempt to resolve the dispute by mediation, within 14 calendar days of one Party's indication that negotiation has not resolved matters, nor be likely to. The Party giving such notice shall include the names of three mediators. The recipient Party shall select one name from the short list and advise the other Party of their selection within 10 calendar days of receipt of the list. The Parties shall thereafter co-operate in engaging the selected mediator in a timely manner.

7. The Party that initiated the dispute resolution process, must provide the mediator with an outline of the dispute and any agreed statement of facts within 14 calendar days of the mediator's engagement. The Parties must give the mediator access to all records, documents and information that the mediator may reasonably request.
8. The mediator shall be responsible for the governance of the mediation process. The Parties must meet with the mediator at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve their dispute. Time shall remain of the essence in pursuing mediation, and mediation shall not exceed ninety (90) calendar days from the date the mediator is engaged, without further written agreement of the parties.
9. All proceedings involving a mediator are without prejudice, and, unless the Parties agree otherwise, the cost of the mediator must be shared equally between the Parties.
10. If a resolution is reached through mediation, the mediator shall provide a report documenting the nature and terms of the agreement and solutions that have been reached. The mediator report will be provided to each Party.
11. If after ninety (90) calendar days from engagement of the mediator, or longer as agreed in writing by the Parties, resolution has not been reached, the mediator shall provide a report to the Parties detailing the nature of apparent impasse and/or consensus.

Step 4: Arbitration

12. In the event that Mediation does not successfully resolve the dispute, the Parties agree to move to Arbitration within 30 calendar days of receipt of the mediator's report, including appointing an arbitrator within that time. If the representatives can agree upon a mutually acceptable arbitrator, arbitration shall proceed using that arbitrator. If the representatives cannot agree on a mutually acceptable arbitrator, each Party shall produce a list of three candidate arbitrators. In the event there is agreement on an arbitrator evident from the candidate lists, arbitration shall proceed using that arbitrator.
13. If the representatives cannot agree on an arbitrator, the Party that initiated the dispute resolution process must forward a request to the Minister of Education to appoint an arbitrator within 30 calendar days of the expiry of the time period in clause 12. Should the Minister of Education agree to appoint an arbitrator, the Parties agree to proceed using that arbitrator. Should the Minister of Education decline to appoint an arbitrator, then a request to appoint an arbitrator shall be made to the Court of Queen's Bench.

14. Where arbitration is used to resolve a dispute, the arbitration and arbitrator's powers, duties, functions, practices and procedures shall be the same as those in the *Arbitration Act*.
15. Subject to an order of the arbitrator or an agreement by the Parties, the costs of the arbitrator and arbitration process must be shared equally between the Parties.

JOINT USE AND PLANNING AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2026

BETWEEN:

TOWN OF DIDSBURY

AND

THE CHINOOK'S EDGE SCHOOL DIVISION

~~WHEREAS CESD and the Town have agreed to permit the use of their respective schools located in the Town and facilities owned by the Town by students and members of the public in accordance with the terms of this Agreement, their respective policies regarding such use, and any user agreements required by either of them;~~

~~NOW THEREFORE the parties hereto agree as follows:~~

WHEREAS:

The *Municipal Government Act* and the *Education Act* require a municipality and any school board operating within the boundaries of the municipality to enter into and maintain a joint use and planning agreement; and

It is the responsibility of the municipality to plan, develop, operate and maintain park and recreational land and facilities within the boundaries of the municipality for recreational purposes and to organize and administer public recreational programs; and

It is the responsibility of the school board to develop and deliver educational programs and to provide the necessary facilities and sites for these programs; and

The joint use of municipal facilities and school board facilities is an important tool in providing educational, cultural and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby making the most effective use of the limited economic resources of the municipality and school board; and

This agreement replaces any previous agreements between the parties; and

~~10.1 This Agreement cancels all previous agreements regarding joint use of the Schools and the Facilities.~~

The *Municipal Government Act* allows the municipality to obtain municipal reserve (MR), school reserve (SR) or municipal and school reserve (MSR) as lands within the municipality are subdivided to meet the open space and site needs of the municipality and school board; and

The *Municipal Government Act* and the *Education Act* require that a joint use and planning agreement address matters relating to the acquisition, servicing, development, use, transfer and disposal of municipal reserve, school reserve and municipal and school reserve lands;

NOW THEREFORE IN CONSIDERATION of their mutual commitment to the joint use of facilities and planning of municipal reserve, school reserve and municipal and school reserve lands the parties agree as follows:

1) DEFINITIONS

In this Agreement, the following terms shall be interpreted as having the following meanings:

- a) "Agreement" means this Agreement, as amended from time to time, and any Schedules which are attached hereto and which also may be amended from time to time.
- b) "Arbitration Act" means the *Arbitration Act*, Revised Statutes of Alberta 2000, Chapter A-43, and any regulations made thereunder, as amended from time to time.
- c) "Area Structure Plan" means an area structure plan adopted pursuant to the *Municipal Government Act* and providing direction for land uses for a defined area within the Municipality.
- d) "Board" means the Public Board.
- e) "Calendar Day" means any one of the seven (7) days in a week.
- f) "CAO" means the Chief Administrative Officer of the Municipality.
- g) "Community Use" means use by members of the general public and not a User Group.
- h) "Council" means the municipal council of the Town of Didsbury
- i) "Education Act" means the *Education Act*, Revised Statutes of Alberta 2012, Chapter E-0.3, and any regulations made thereunder, as amended from time to time.
- j) "Effective Date" means _____ (insert date).
- k) "Facility Plans" means the capital plan and facility plan prepared the Board for approval by the Alberta Government.

- l) "Facility Scheduling Coordinator" means for the Municipality the individual or individuals responsible for coordinating the booking of Joint Use Space provided by the Municipality and for the Board the individual or individuals responsible for coordinating the booking of Joint Use Space provided by the Board.
- m) "Governing Committee" means the committee which includes elected officials as established under this Agreement.
- n) "Hazardous Substance(s)" means the same as hazardous substance defined in the *Environmental Protection and Enhancement Act*, Revised Statutes of Alberta 2000, Chapter E-12, and any regulations thereunder, as amended.
- o) "Joint Use Space" means those portions of a Municipal Facility or School identified in Schedules "A" and "B" as being available for booking by the Parties or User Groups or for Community Use.
- p) "Municipality" means the municipal corporation of the Town of Didsbury, its predecessor, or, where the context so requires, the area contained within the boundaries of the Municipality.
- q) "Municipal Development Plan" means a municipal development plan adopted pursuant to the *Municipal Government Act* and providing direction for future land uses within the Municipality.
- r) "Municipal Facility" ~~means a facility owned by the Town that is used for recreational and community purposes more specifically described in Schedule "A" and "Facilities" means all of them~~ means a park, playground, playing field, building or part of a building owned, maintained and operated by the Municipality and includes those facilities identified in Schedule "A".
- s) "Municipal Government Act" means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and any regulations made thereunder, as amended from time to time.
- t) "Operating Committee" means the committee which is comprised of the CAO and Superintendent as established under this Agreement.
- u) "Parties" means the entities signing this Agreement collectively and Party shall mean one (1) of the signatories.
- v) "Public Board" means The Chinook's Edge School Division and any successor board or authority.
- w) "Reserve Land" means municipal reserve, school reserve, or municipal and school reserve, as defined in the *Municipal Government Act*.
- x) "School" ~~means any of the schools within the Town of Didsbury operated by CESD located within the Town more specifically described in Schedule "A" and "Schools" means both of them~~ means

a building which is designed to accommodate students for instructional or educational purposes that is owned or controlled by a Board and includes those facilities identified in Schedules "B".

- y) "School Portion" means the portion of Reserve Land identified for transfer to a Board that includes the school building footprint, any parking, loading or drop off facilities, any landscaped yards around the building, land for a playground equipment site, and land needed for future expansion of the school building based on the ultimate design capacity of the school.
- z) "Superintendent" means the chief executive officer the Board.
- aa) "User Group" means any School or community group that fits within the eligibility criteria set out in the Operating Guidelines and books the use of Joint Use Space during Joint Use Hours.
- bb) Written Notice means the formal receipt of papers that provide specific information by an individual or organization. Such information may be mailed, emailed, or sent un some other form of electronic transmission, I.e. facsimile.

2) SCHEDULES

The following is the list of Schedules to this Agreement:

Schedule "A" – Municipal Facilities available for Joint Use

Schedule "B" – School Board Facilities available for Joint Use

Schedule "C" – Joint Use Times

Schedule "D" – Operating Guidelines

Schedule "E" – School Site Planning Guidelines

Schedule "F" – Dispute Resolution Process

3) TERM, REVIEW AND AMENDMENT OF AGREEMENT

- a) This Agreement shall be in force and effect as of the Effective Date and shall continue to be in effect until such time as it is terminated by the Parties.

~~2.1 This Agreement shall commence September 1, 2009 and shall continue in force for an initial period of five (5) years, unless terminated in accordance with the provisions set out in Article IX regarding termination. In the event that neither of the parties has given notice of termination in accordance with Article IX prior to the end of the initial term this Agreement shall automatically~~

~~renew from year to year (September 1 to August 31) until either party terminates in accordance with Article IX.~~

- b) The terms and conditions of this agreement shall be reviewed every five (5) years with the first such review scheduled in 2027. The review shall be undertaken by the Operating and Governance Committees. Following the review, the Governance Committee shall recommend how the agreement should be amended.

~~11.1 The parties to this Agreement will review the Agreement within sixty days of one party giving notice to the other party of its request to have the Agreement reviewed.~~

- c) Except as provided otherwise herein, this Agreement shall not be modified, varied or amended except by the written agreement of all of the Parties.

~~8.1 This Agreement may be amended from time to time by the mutual consent of both parties in writing.~~

4) WITHDRAWAL AND TERMINATION

- a) No party to this Agreement shall unilaterally withdraw or terminate this Agreement.
- b) Where one or more Parties view this Agreement as no longer meeting their interests, they shall give all Parties written notice of their request to review and/or amend all or parts of this Agreement.
- c) If written notice requesting a review is received, all Parties shall commence a review of this Agreement within 30 calendar days of the date the last Party received the written notice and shall seek consensus on the updates and amendments.

~~9.1 In addition to any other right of termination conferred elsewhere in this Agreement, this Agreement may be terminated by either party giving to the other party a notice of termination, on or before September 1st in one calendar year to be effective August 31 in the following calendar year. Such notice shall be delivered to the office of the other party prior to 4:00 p.m. on a day on which the office of the party for whom the notice is intended is open for business.~~

- d) Until such time as an amended agreement or replacement agreement has been created and agreed upon by all Parties, the terms and conditions of this Agreement shall remain in effect.

~~9.2 Upon such termination, each party shall immediately deliver up to the other party all material, documents, papers and any other property whatsoever belonging to that other party which may be in the party's possession or under its control.~~

5) PRINCIPLES

The Parties agree that in entering into this Agreement they are committing to the following Principles with respect to the joint use of municipal and school board facilities:

Respect for Autonomy - Each of the Parties is an independent, autonomous entity and has the right to determine which of their facilities shall be made available as Joint Use Space based on what the Board and Municipal Council believe to be in the best interests of the people they serve.

Cooperation and Partnership - The Parties shall work together as partners, recognizing that the needs of the public for educational, cultural and recreational opportunities can best be achieved through a combination of their respective resources and by the Parties working in conjunction with each other.

Efficiency and Effectiveness - The joint use of Municipal Facilities and Schools is an important tool in providing a high standard of educational, cultural and recreational opportunities for residents in a manner that reduces or eliminates the need to duplicate facilities thereby saving costs and making the most effective use of the limited economic resources of the Parties.

Fairness and Equity - The costs of providing joint use space are to be borne fairly and equitably by the Parties with the intent of keeping costs charged to the other Parties or public users of Joint Use Space to a minimum.

Transparency and Openness - The Parties shall make available to each other such information as is necessary to make this agreement successful.

6) CONSULTATION WITH OTHER MUNICIPALITIES

- a) The Parties acknowledge that the Schools that are available as Joint Use Space may be accessed by community groups, residents and user groups that are located or reside outside the Municipality in accordance with a Joint Use and Planning Agreement with other municipalities.
- b) The Parties further acknowledge that the Schools that are currently located within the Municipality have been designed, built and funded for and by ratepayers within the Municipality's boundaries and ratepayers beyond the Municipality's boundaries.
- c) In lieu of a single agreement involving participation by all of the municipalities in which the Board operates, the Parties agree to consult and involve other municipalities that are served by the Board on an issue by issue basis as needed to share access to the Schools and to plan for and acquire future School sites. One or more separate agreements between the Parties and these other municipalities may be created as needed.

- d) When consultation with one or more municipalities is required, the consultations shall begin with a meeting, held in person or by electronic means, of the members of the Operating Committee and the equivalent or similar committee established between the Board and the other municipalities.

7) MEETING OF COUNCIL AND BOARD

- a) Council of the Municipality and the members of the Boards shall meet at least every four (4) years to discuss issues of mutual interest.
- b) Each meeting shall be chaired by the Mayor or the Chairperson of the Board on a rotational basis. Secretarial support shall be arranged for the meeting by the Party that is chairing that meeting.
- c) Any Party can submit an item to be included on the agenda for the meeting provided it is given to the Party chairing the meeting at least 5 calendar days prior to the date of the meeting. It is intended that the topics explore high level considerations to assist the Governing Committee in more detailed discussions.
- d) Minutes shall be kept for all meetings of Council and the Board. Copies of the minutes of a meeting shall be provided to all Parties within 14 calendar days of the date of the meeting.

8) GOVERNING COMMITTEE

- a) The Governing Committee shall consist of two (2) Council members and the CAO or their designate and two (2) Board members and the Superintendent or their designate from the Board. The Governing Committee shall meet on an “as needed” basis.

~~3.1 CESD and the Town shall each appoint three (3) persons to a committee to be known as the Didsbury Joint Use Committee (the committee) which will make decisions respecting the joint use of the Schools and the Facilities by students and members of the public.~~

- b) The role of the Governing Committee shall be to provide recommendations to the Council and Board regarding:
 - i) Reviews of this Agreement and proposed amendments to this Agreement from time to time; and
 - ii) Resolution of any issues or matters of disagreement that arise.

- c) Quorum of the Governing Committee shall consist of at least two representatives from each Party attending each agreed upon meeting. The Governing Committee may adopt such rules of procedure as may be agreed upon by its members.

~~3.2 A quorum of the Committee shall be all members.~~

~~3.3 The Committee shall meet at least once a year or more often, as the members consider advisable.~~

- d) The CAO and Superintendent may be accompanied by administration, staff and/or resource personnel as deemed necessary by the CAO or the Superintendent.

~~3.5 One member of the Committee shall act as a recording secretary to keep minutes of the decisions and discussions of the Committee and shall arrange circulation of such minutes to the other members of the Committee.~~

- e) Meetings of the Governing Committee shall be considered in-camera to encourage and facilitate frank and open discussion. All decisions of the Governance Committee shall require consensus of its members.

~~3.4 Each member of the Committee will have one vote and each vote shall be by show of hands. In the case of a tie vote the question shall be considered not to have passed.~~

9) OPERATING COMMITTEE

- a) The Operating Committee shall consist of the CAO (or designate) of the Municipality and the Superintendent (or their designate) of the Board.
- b) The Operating Committee shall oversee the operation of this Agreement.
- c) The role of the Operating Committee shall be to:
 - i) formulate policy recommendations related to joint use of Municipal and School Facilities for consideration by Council and the Board;
 - ii) provide a forum to discuss issues of mutual interest related to joint use and formulate recommendations regarding amendments to this Agreement, including the Operating Guidelines, for consideration by Council and the Board;
 - iii) formulate and approve Operating Directives, based on the Operating Guidelines, for specific facilities and types of use as needed;
 - iv) review any approved Operating Directives on an annual basis;

- v) provide a forum for the operational concerns of the Parties to be discussed;
 - vi) consult with and provide a forum through which the public can express concerns or opinions with respect to the operation or use of Joint Use Space, the Operating Guidelines and Operating Directives;
 - vii) where possible, resolve or recommend solutions to resolve day to day operational concerns or difficulties related to the use of Joint Use Space by the Parties or the public;
 - viii) review the Facility Plans of the Board annually;
 - ix) review any proposed amendments or updates of the Municipality's Municipal Development Plan and Area Structure Plans and Concept Plans to ensure the proposed plans or amendments reflect the identified and projected needs of the Parties;
 - x) determine how available or proposed school sites are allocated based on the annual review of the updated Facility Plans of the Board;
 - xi) develop a draft agenda for any meeting of the Council and the Board or the Governing Committee; and
 - xii) undertake a formal review of this Agreement as and when required and communicate their findings of the review to the Governing Committee.
- d) The Operating Committee shall meet at least once a year and may meet more frequently if required. Meetings of the Operating Committee may be in person or conducted by telephone or video conferencing.
 - e) The meetings shall be chaired by the CAO or their designate. Secretarial support for each meeting shall be arranged by the CAO.
 - f) The Operating Committee shall adopt such rules of procedure as may be agreed upon by its members.
 - g) All decisions of the Operating Committee shall require the consensus of its members. In the event that the Operating Committee cannot reach a consensus on the issue, the matter shall be referred to the Governance Committee for resolution or direction as to how the matter should be resolved.
 - h) Minutes shall be kept for all meetings of the Operating Committee. Copies of the minutes of the meetings shall be provided to all Parties.

- i) Members of the Operating Committee may bring to the meetings of the Operating Committee additional staff from the Municipality and/or the Board or resource personnel, as necessary, to provide assistance to the members of the Operating Committee in the carrying out of their responsibilities under this Agreement.
- j) The Operating Committee may delegate any of its responsibilities to a subcommittee or subcommittees.

10) JOINT USE SPACE

- a) The Municipality shall make available, to the Board, those Municipal Facilities identified as Joint Use Space in Schedule "A". The Municipality shall not charge fees for the use of Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).
- b) The Board shall make available, to the Municipality and community groups, those portions of Schools identified as Joint Use Space in Schedules "B" respectively. The Board shall not charge fees for the use of Joint Use Space except as allowed by the Operating Guidelines and any applicable Operating Directive(s).

~~4.1 Each of CESD and the Town have agreed to make their respective Schools and Facilities available to each other for use by students and members of the public, on a "no fee" or "preferred fee" basis as may be agreed, in order to maximize the recreational and community use of both Schools and the Facilities and that shall be the guiding principle for the Committee~~

- c) The Parties shall not allow Joint Use Space to be used by groups or individuals during the Joint Use Hours identified in Schedule "C" unless such use respects the Operating Guidelines, and any applicable Operating Directive(s), in effect from time to time.

~~4.2 The Committee will create a general schedule of use for each of the Schools and Facilities setting out the times that the School and the Facilities are available for use by members of the public and students, as the case may be.~~

~~4.3 In creating the schedule of use referred to above, the Committee shall give priority of use of each School to School functions on all instructional days of the School. During the hours of operation of the School, the Committee will, to the extent reasonably possible, give priority to use of the Facilities by students.~~

- d) The CAO may, upon six (6) months written notice to the Board, amend Schedule "A" to either add to or remove from the list of Joint Use Space provided by the Municipality, all or any portion of a Municipal Facility.

- e) The Superintendent of the Board may, upon six (6) months written notice to the Municipality, add to or remove from the list of Joint Use Space provided by the Board, all or any portion of one or more of their Schools.
- f) Notice of the removal of all or any portion of a Joint Use Space from the list of Joint Use Space available shall include a written explanation as to why the specific Joint Use Space will no longer be available for use. The Parties agree that the written explanation shall be shared with the public.
- g) Notwithstanding any other provision in this Agreement or its Schedules, the Principal of a School or the respective manager of a Municipal Facility, shall be able to determine if a particular use will be allowed to occur in their School or Facility.
- h) Appeals from a refusal by a Principal or manager of a Municipal Facility to allow a particular use within their School or Municipal Facility shall be made:
 - i) in the case of a School, first to the Principal's Superintendent and thereafter to the Board; and
 - ii) in the case of a Municipal Facility, first to the CAO and thereafter to Council.
- i) Notwithstanding any other provision in this Agreement, the Municipality and/or the Board may remove from the list of Joint Use Space any facility or portion of a facility, either on a permanent or temporary basis, if the facility or portion of a facility is needed by the Party to meet its responsibilities or to provide services or programs to its constituents.

11) OPERATING GUIDELINES FOR JOINT USE SPACE

The Parties hereby agree to be bound by and comply with the Operating Guidelines which are attached to this Agreement as Schedule "D".

12) ACQUISITION AND ALLOCATION OF FUTURE SCHOOL SITES

- a) The Board shall communicate their need to construct a new school that is to be located within the Municipality or intended to serve residents of the Municipality, to the Municipality as early as possible.
- b) The decision of where and when to propose construction of a new school and the identification of the area to be served by that school shall be at the sole discretion of the respective Board.

- c) Where construction of a school that will serve two or more Municipalities is proposed, the Board shall notify all of the involved Municipalities to enable early consultation on the availability and acquisition of a site.
- d) The Municipality shall, to the best of their ability given the constraints of the *Municipal Government Act*, the evolving nature of information as to the needs of the Parties, and the demographics of the community, plan for a sufficient number of school sites to meet the anticipated needs of the Board.
- e) The Municipality shall use their Municipal Development Plan to identify the number, general size and location of existing and future school sites.
- f) In determining the number, location and size of school sites to be identified, the Municipality shall follow the School Site Planning Guidelines outlined in Schedule "G". The number of school sites to be identified shall be based on the existing and projected future number of students that will reside in the area covered by the Municipal Development Plan, Area Structure Plan or Concept Plan once the area is fully developed and based on the best information available at the time that the Plan is prepared or amended.
- g) There shall be no pre-allocation of School sites to the Board nor shall School sites be identified as available to only one Board (if multiple Boards operate within the Municipality) in the Municipal Development Plan, Area Structure Plan or Concept Plan.
- h) Allocation of an available school site shall be made by the Operating Committee once the need to construct a new school has been identified. If construction on an allocated site has not commenced within three (3) years of the site being allocated to a Board.
- i) If there are competing claims between two (2) or more Boards for one available school site, the Boards shall, at their own cost, resolve the question of site allocation between themselves.
- j) The Municipality shall use its ability under the *Municipal Government Act* to require Reserve Land to be dedicated as lands within the Municipality are subdivided to provide School sites in accordance with the Municipal Development Plan or Area Structure Plan or Concept Plan. The Municipality shall not be obligated to acquire lands for School sites using any other resources at the Municipality's disposal. The decision to commit the use other resources at its disposal to acquire a School site shall be at the sole discretion of the Municipality.
- k) The Board acknowledge that Reserve Land dedication at the time of subdivision is also used to address the open space needs of the Municipality and the amount of land or money-in-lieu of

land dedication shall be divided between the need for School sites and the open space plans of the Municipality.

- l) The Municipality may collect money-in-lieu of land dedication at time of subdivision in accordance with the policies of the Municipality. All money-in-lieu of land dedication shall be paid to the Municipality. All money-in-lieu of land dedication shall be allocated as allowed under the *Municipal Government Act* at the sole discretion of the Municipality.
- m) In the event that a School site is required prior to a planned site being created through the subdivision process, the Municipality shall approach the owner of the land containing the planned School site about providing the site earlier than originally expected through a pre-dedication process. The Board may assist the Municipality; however, in all dealings with the owner(s) of the land, the Municipality shall be present and lead the discussions.

13) SERVICING AND DEVELOPMENT OF SCHOOL SITES

- a) All School sites shall be serviced to the property line prior to transfer to a Board.
- b) The services to be provided include, but are not limited to: water, wastewater, storm drainage, power, natural gas, telecommunications, roads and sidewalks.
- c) Where one or more services are not available at the property line of the School site, the Municipality shall provide the services subject to the legal and financial ability of the Municipality to do so.
- d) Offsite levies or any similar charges for municipal infrastructure shall not be charged against development on any School site. This restriction does not apply to capital costs that may be included in a utility rate structure for use of the utility.

14) FACILITY AND SITE SPECIFIC AGREEMENTS

- a) When two or more of the Parties decide to create a shared site and/or facility, a separate agreement shall be prepared specific to that site and/or facility.
- b) The agreement shall address:
 - i) The broad purpose and parameters of the partnership that is being created;
 - ii) The nature of the site and/or facilities that are involved;
 - iii) The financial or in kind contributions to be made by each of the Parties;

- iv) Operating Guidelines and Operating Directives specific to the site and/or facility for ongoing operations;
- v) Capital cost and operating cost sharing arrangements and responsibilities between the Parties; and
- vi) A process for dissolving the partnership, disposing of the site or retiring the facility.

15) TRANSFER OF SCHOOL SITE

- a) All Reserve Land intended to accommodate a School shall initially be dedicated as municipal reserve and be owned by the Municipality.
- b) The Municipality shall only transfer the School Portion of Reserve Lands intended to accommodate a School to a Board.
- c) The School Portion shall be transferred to a Board once:
 - i) The Board has an identified need for the School site;
 - ii) The Board has approval of the funding for the design of the School on the site;
 - iii) The Board has applied for a development permit for the School and has submitted a site plan and building plans to the Municipality; and
 - iv) The School Portion has been or is in the process of being subdivided from the other Reserve Land for registration as school reserve with Land Titles.
- d) All costs associated with the transfer of the School Portion to a Board shall be paid by the Municipality. This shall include the costs of any required subdivision and registration of required plans and documents at Land Titles.

16) DISPOSAL OF UNNEEDED SCHOOL SITES

- a) In the event that Reserve Land is not needed by the Board, the Board shall first offer to transfer the Reserve Land back to the Municipality unless the Board is prohibited from so doing by the Education Act or other legislation.
- b) The Municipality shall have one hundred and eighty (180) calendar days from the Board notifying the Municipality in writing of its intention to cease use of the Reserve Land to confirm whether it agrees to take back the Reserve Lands. The School Board shall provide to the Municipality all available information regarding the Reserve Land and facilities on the Reserve Land, including any potential presence and nature of any Hazardous Substances, at the time that the offer to the

Municipality is made. The Municipality shall have the right to enter the Reserve Land and any facilities on the Reserve Land for the purposes of carrying out any required assessments, tests and studies.

c) If the Municipality opts to acquire the Reserve Land, and there are no Board owned facilities on it, the Municipality shall take the Reserve Land as is, where is. The Reserve Land shall be transferred to the Municipality at no cost to the Municipality except for the cost of registering the transfer of land document.

d) If the Municipality opts to acquire the Reserve Land, and the land has Board facilities on it, the Municipality shall take the Reserve Land as is, where is, including all buildings and improvements on the Reserve Land, at a cost that is agreed upon between the Municipality and the Board.

e) In the event that the Municipality elects not to assume ownership or the Board is prohibited from transferring the Reserve Land by the Education Act or other legislation, the Parties agree to meet and discuss alternative means of disposing of the site. This may include:

i) Redevelopment of the entire site for a different use that is compatible with existing and future uses on lands near the site, including any environmental remediation that may be required, or

ii) Subdividing the play fields or open space portion of the site from the School Portion to enable the Municipality to acquire the non-School Portion and the Board to sell the School Portion.

17) DISPUTE RESOLUTION

a) Operational issues shall be addressed initially by administrative staff of the respective facilities. In the event that the administrative staff is unable to resolve an operational issue then such issue shall be brought forward to the Operating Committee in a timely manner. The decision of the Operating Committee regarding operational issues shall be final and binding.

b) The Parties agree to follow the Dispute Resolution Process outlined in Schedule "F" for non-operational disputes.

18) APPLICABLE LAWS

This Agreement shall be governed by the laws of the Province of Alberta.

19) INTERPRETATION

a) Words expressed in the singular shall, where the context requires, be construed in the plural, and vice versa.

- b) The insertion of headings and sub-headings is for convenience of reference only and shall not be construed so as to affect the interpretation or construction of this Agreement.

20) TIME OF THE ESSENCE

Time is to be considered of the essence of this Agreement and therefore, whenever in this Agreement either the Municipality or the Board is required to do something by a particular date, the time for the doing of the particular thing shall only be amended by written agreement of the Municipality and the Board.

21) NON-WAIVER

The waiver of any covenants, condition or provision hereof must be in writing. The failure of any Party, at any time, to require strict performance by the other Party of any covenant, condition or provision hereof shall in no way affect such Party's right thereafter to enforce such covenant, condition or provision, nor shall the waiver by any Party of any breach of any covenant, condition or provision hereof be taken or held to be a waiver of any subsequent breach of the same or any covenant, condition or provision.

22) NON-STATUTORY WAIVER

The Municipality in entering into this Agreement is doing so in its capacity as a municipal corporation and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Municipality of any approval or permit as may be required pursuant to the *Municipal Government Act* and any other Act in force in the Province of Alberta. The Municipality, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Municipality, its Council, its officers, servants or agents in the full exercise of any and all powers and duties vested in them in their respective capacities as a municipal government, as a municipal council and as the officers, servants and agents of a municipal government.

The Board in entering into this Agreement is doing so in its capacity as a school board and not in its capacity as a regulatory, statutory or approving body pursuant to any law of the Province of Alberta and nothing in this Agreement shall constitute the granting by the Board of any approval or permit as may be required pursuant to the *Education Act* and any other Act in force in the Province of Alberta. The Board, as far as it can legally do so, shall only be bound to comply with and carry out the terms and conditions stated in this Agreement, and nothing in this Agreement restricts the Board, its Board of Trustees, its officers, servants or agents in the full exercise of any and all powers

and duties vested in them in their respective capacities as a school board and as the officers, servants and agents of a school board.

23) SEVERABILITY

If any of the terms and conditions as contained in this Agreement are at any time during the continuance of this Agreement held by any Court of competent jurisdiction to be invalid or unenforceable in the manner contemplated herein, then such terms and conditions shall be severed from the rest of the said terms and conditions, and such severance shall not affect the enforceability of the remaining terms and conditions in accordance with the intent of these presents.

24) FORCE MAJEURE

- a) Force majeure shall mean any event causing a *bona fide* delay in the performance of any obligations under this Agreement (other than as a result of financial incapacity) and not caused by an act, or omission, of either party, or a person not at arm's length with such party, resulting from:
- i) an inability to obtain materials, goods, equipment, services, utilities or labour;
 - ii) any statute, law, bylaw, regulation, order in Council, or order of any competent authority other than one of the parties;
 - iii) an inability to procure any license, permit, permission, or authority necessary for the performance of such obligations, after every reasonable effort has been made to do so;
 - iv) a strike, lockout, slowdown, or other combined action of works;
 - v) an act of god.

~~12.1.1 Force majeure shall mean any event causing a bona fide delay in the performance of any obligations under this Agreement (other than as a result of financial incapacity) and not caused by an act, or omission, of either party, or a person not at arm's length with such party, resulting from: (i) an inability to obtain materials, goods, equipment, services, utilities or labour; (ii) any statute, law, by law, regulation, order in council, or order of any competent authority other than one of the parties; (iii) an inability to procure any license, permit, permission, or authority necessary for the performance of such obligations, after every reasonable effort has been made to do so; (iv) a strike, lockout, slowdown, or other combined action of workers; or (v) an act of God.~~

- b) No Party shall be liable to the other Parties for any failure to comply with the terms of this Agreement if such failure arises due to force majeure.

~~12.1.2 — Neither party shall be liable to the other for any failure to comply with the terms of this Agreement if such failure arises due to force majeure.~~

~~12.1.3 In the event that either party is unable to substantially perform all its obligations under this Agreement due to force majeure, for a period of thirty (30) days, it may consider this Agreement frustrated, and may, notwithstanding any other provision herein, terminate this Agreement without any compensation, or other obligation of any kind, to the other party upon the giving of two (2) days notice of such termination.~~

25) INSURANCE

In addition to any other form of insurance, as the Parties may reasonably require against risks, which a prudent owner under similar circumstances and risk would insure, the Parties shall at all times carry and continue to carry comprehensive general liability insurance in the amount of not less than FIVE MILLION (\$5,000,000) DOLLARS per occurrence in respect to bodily injury, personal injury or death, and when applicable, course of construction insurance in an amount to be determined based on the value of the anticipated construction project, as would be placed by a prudent contractor. The comprehensive general liability insurance shall have an endorsement for occurrence property damage, contingent employer's liability and broad form property damage. The insurance to be maintained by each Party herein shall list each of the other Parties as an additional named insured. The amount and type of insurance to be carried by the Parties pursuant to clause may be varied from time to time by written agreement of the Parties. The insurance carried by the Parties pursuant to this clause shall contain, where appropriate, a severability of interests' clause or a cross liability clause.

26) INDEMNIFICATION

Each Party (the "Indemnifying Party") to this Agreement shall indemnify and hold harmless the other Parties (the "Non-Indemnifying Parties"), their employees, servants, volunteers, and agents from any and all claims, actions and costs whatsoever that may arise directly or indirectly out of any act of omission of the Indemnifying Party, its employees, servants, volunteers or agents in the performance and implementation of this Agreement, except for claims arising out of the sole negligence of one or more of the Non-Indemnifying Parties, its employees, servants, volunteers or agents.

~~VI. INSURANCE / INDEMNIFICATION~~

~~6.1 CESD and the Town shall each maintain policies of general liability insurance in the amount normally maintained by that party protecting the other party as an additional insured from claims arising from use of the Schools by the public and use of the Facility by students during school functions and to the extent of their respective policies of insurance, each at all times shall indemnify~~

~~and keep indemnified the other from and against all actions, proceedings, claims, costs, expenses and demands of any nature in consequence of loss or damage to property, bodily injury, or death sustained by a student while using the Facilities or members of the public while using the Schools.~~

~~VII. PERSONAL PROPERTY/ EQUIPMENT~~

~~7.1 — Neither CESD or the Town is responsible to compensate students or members of the public for loss or damage to their personal property and neither shall assume any responsibility for damage to, destruction of, or loss of a student's or member of the public's personal property where such property was damaged, destroyed or lost while situated upon property owned by CESD or the Town.~~

~~7.2 — In the event that either the Town or CESD provides any equipment for use in conjunction with the use of the Schools or the Facilities the party providing that equipment warrants that it is properly maintained but undertakes no liability for any use of the equipment or any instruction in its use.~~

~~7.3 — As a condition of use by the public of either School, CESD may, in addition to any other requirements, require that a person assume responsibility for any damage to the School or the contents of the School, including but not limited to any athletic equipment.~~

27) NON-ASSIGNMENT OR TRANSFER

No Party may assign, pledge, mortgage or otherwise encumber its interest under this Agreement without the prior written consent of the other Parties hereto, which consent may be arbitrarily withheld. Any assignment, pledge or encumbrance contrary to the provisions hereof is void.

28) SUCCESSORS

The terms and conditions contained in this Agreement shall extend to and be binding upon the respective heirs, executors, administrators, successors and assigns of the Municipality and the Board.

~~14.1 This Agreement shall enure to and be binding upon the successors of the parties.~~

29) NOTICES

All and any required written notices in the performance and implementation of this Agreement shall be directed to the CAO and the Superintendent using the mailing address for their respective offices as shown below:

The Chinook's Edge School Division
4904 50 Street
Innisfail, AB T4G1W4

The Town of Didsbury
Box 790
Didsbury, AB T0M 0W0

Email notification to the CAO or Superintendent may also be used to provide written notices required or described in this Agreement.

~~13.1 Any notice to be given by one party to the other under this Agreement shall be in writing, addressed to the Associate Superintendent in the case of CESD and the Chief Administrative Officer in the case of the Town, and shall be delivered to the office of the party for whom it is intended (the receiving party) before 4:00 p.m. on a day on which the office of the receiving party is open for business (a business day). Any notice delivered after 4:00 p.m. shall be deemed to have been delivered on the next business day.~~

~~XV. — POLICIES~~

~~15.1 Each of CESD and the Town shall create policies not inconsistent with the intent and terms of this Agreement covering matters not referred to herein to further the implementation and operational efficacy of this Agreement and shall provide copies of such policies to the other party.~~

IN WITNESS WHEREOF the Parties execute this Agreement by the hands of their respective, duly authorized signatories:

TOWN OF DIDSBURY

PER: _____

PER: _____

THE CHINOOK'S EDGE SCHOOL DIVISION

PER: _____

PER: _____

Mark-Up

Schedule "A" – Municipal Facilities Available for Joint Use

Name of Facility	Legal Description of Parcel(s) Containing Facility	Description of Facility and Amenities
Didsbury Memorial Complex	1702 21 Avenue, Plan 9310170; Lot 1 in the Town of Didsbury	Didsbury Aquatic Centre – pool, waterslide, hot tub, steam room Didsbury Arena – regulation ice surface plus leisure ice surface Didsbury Curling Rink – four sheets of curling ice
Didsbury Jets Ball Diamond	1702 21 Avenue, Plan 9310170; Lot 2 in the Town of Didsbury	Ball diamond
Didsbury Memorial Park	Off 16 Avenue & Highway 582 Plan 0210674; Block 1, Lot 4 in the Town of Didsbury	Three ball diamonds, walking path

- ~~1. Facilities~~
 - ~~a. Didsbury Arena~~
 - ~~b. Ball Fields – Memorial Park (3)~~
 - ~~c. Didsbury Aquatic Centre~~
 - ~~d. Curling Rink~~
 - ~~e. Multi Purpose Room (in Aquatic Centre)~~
 - ~~f. Walking Paths~~
 - ~~g. Rosebud Valley Campground~~

Schedule “B” – School Board Facilities Available for Joint Use

Name of School	Legal Description of Parcel(s) Containing School	Description of Facility and Amenities
Ross Ford Elementary School	Plan 1414HU Blk A in the Town of Didsbury	Gym, playground and field
Westglen School	Plan 2835FS Parcel G, Plan 3779 JK Portion of lot "R", NE 5-2-31-131SR in the Town of Didsbury	Gym, playground and field
Didsbury High School	Plan 0412360 Block 1 lot 2MSR, Plan 0412360 Block1, Lot 1, SE 5-2-31-24 in the Town of Didsbury	Gym, playground and field

Unless specifically noted otherwise, Joint Use Space shall only include gymnasiums. regular classrooms, library space, music rooms, drama rooms, technology rooms and other specialized classrooms shall not be included as Joint Use Space unless listed in the table above, unless agreed upon by the Parties on a case-by-case basis.

~~1. Schools~~

~~a. Didsbury High School, Ross Ford Elementary School and Westglen School~~

~~b. Ross Ford Elementary and Westglen School ball diamonds and sports fields and Didsbury High School Sports fields~~

Schedule “C” – Joint Use Times

Facility Type	Available Times
Ross Ford Elementary School	Monday through Friday between 17:30 and 21:00 and Saturdays and Sundays between 08:00 and 17:00
Westglen School	Monday through Friday between 17:30 and 21:00 and Saturdays and Sundays between 08:00 and 17:00
Didsbury High School	Monday through Friday between 17:30 and 21:00 and Saturdays and Sundays between 08:00 and 17:00
Didsbury Memorial Complex	Monday through Friday between 08:30 and 15:30, on days that classes are in session
Jets Ball Diamond	Monday through Friday between 08:30 and 15:30, on days that classes are in session
Memorial Park Ball Diamonds	Monday through Friday between 08:30 and 15:30, on days that classes are in session

School Buildings shall not be available on Statutory Holidays, School breaks (including the months of July and August), District closures and annual maintenance shutdowns. Board use of Municipal Facilities is limited to Monday through Friday between September and June inclusively.

Community use of School Facilities outside of Joint Use Hours may be considered through special request.

School use of Municipal Facilities during July and August for Summer School Sessions shall be considered based upon the availability of the facility.

From time to time it is understood the Schools will be unavailable due to them becoming polling stations for provincial or federal elections.

Schedule “D” – Operating Guidelines for Joint Use Space

User Group Eligibility

To be eligible to use a Joint Use Space in a School, a user group must:

- Provide a current membership roster to the Facility Scheduling Coordinator
- Satisfy the Facility Scheduling Coordinator that at least seventy-five (75) percent of the members of the group or participants are residents of the Municipality or another Municipality served by the School Board that owns the facility to be booked
- Engage in activities that are recreational, cultural or educational in nature
- If it is a political group, be a locally based affiliate of a registered provincial or federal party or be for the purpose of local government
- Be non-profit
- Undertake, in writing, to have their members and participants uphold the rules and regulations of these Operating Guidelines

To be eligible to use a Municipal Facility that is a Joint Use Space, a User Group must be affiliated with a school or a program or event offered by a school that is located within the geographic boundary of the Municipality and their Board must be party to this agreement.

A User Group may be barred from using Joint Use Space if:

- The group has failed to pay fees related to the group’s prior use of any Joint Use Space
- The group has failed to provide the required insurance
- The group has failed to pay for damages which occurred as a result of the group’s prior use of any Joint Use Space
- The past conduct of the group, or members of the group or invited participants, during the use of Joint Use Space was, in the opinion of the Principal, Facility Manager, or Facility Scheduling Coordinator inappropriate, or not in keeping with the rules and regulations of the Joint Use Space that was booked, or, if repeated, would be likely to cause damage to the Joint Use Space

In the case of a School, any user group that is barred from the use of Joint Use Space may appeal the decision first to the Principal’s Superintendent and thereafter to the appropriate Board. In the case of a Municipal Facility, a barred User Group may appeal first to the CAO and thereafter to Council.

Insurance Coverage

In addition to any other form of insurance a User Group may reasonably require for risks against which a prudent user under similar circumstances and risk would insure, a User Group shall be required to carry General Liability Insurance naming the Municipality and the Board in whose building or on whose land they are conducting their activities as additional insureds.

The minimum insurance requirement shall be \$2 Million.

Booking Joint Use Space

Booking the use of Joint Use Space within Schools by User Groups shall be made through the Facility Scheduling Coordinator for the School.

Booking School use of Municipal Facilities identified as Joint Use Space shall be made through the Municipality's Facility Scheduling Coordinator.

~~4.4 — The School Principal, or designate shall act as the booking agent for all bookings of the School and the Manager of Parks and Recreation of the Town shall act as the booking agent for all bookings of the Facilities.~~

Cancellation of Bookings

A booking for use of Joint Use Space within a School may be cancelled at any time by the School principal. The principal shall provide as much notice as reasonably possible to the Facility Scheduling Coordinator of the cancellation. The Facility Scheduling Coordinator shall notify the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within a School at any time with notice to the Facility Scheduling Coordinator of the respective Board.

A booking for use of Joint Use Space within Municipal Facilities may be cancelled at any time by the Facility Scheduling Coordinator. The Facility Scheduling Coordinator shall provide as much notice as reasonably possible to the scheduled User Group.

A User Group may cancel their booking for the use of Joint Use Space within Municipal Facilities at any time with notice to the Facility Scheduling Coordinator.

If the scheduled use required specially trained or technical staff to be available, the User Group may still be charged for such services if the cancellation is made by the User Group less than seventy-two (72) hours before the scheduled booking.

Fees for Joint Use Space

Fees charged to any Party to this Agreement or to any User Group for the use of Joint Use Space within Joint Use Hours shall be limited to:

- The use of specialized equipment
- Wear and tear on the facility and/or equipment
- The provision of specially trained or technical staff (e.g. swimming lesson instructors, lifeguards, theatre technicians,
- Computer lab technicians necessary for the use of the Joint Use Space
- Any additional janitorial or custodial services related to the use of the Joint Use Space
- The provision of supervisory staff or hosts related to the use of the Joint Use Space

A fee schedule will be updated annually by the Board for the use of space within schools.

~~4.5 The Committee will establish what fees, if any, each, of CESD and the Town may charge each other and other users of the Schools and the Facilities, as the case may be. In determining what fees, if any, should be charged, the Committee members will be free to consider all relevant information such as, but not limited to, any additional costs for caretaking or other operational cost that CESD will experience as a result of operation of either School to accommodate public use after normal School hours.~~

Equipment

The right to use Joint Use Space includes the right to, within a gymnasium space, make use of badminton and volleyball posts and basketball hoops. The right to use Joint Use Space does not include the right to use score clocks or other specialized equipment. Any and all equipment required by a User Group must be requested at the time of booking.

Custodial Responsibility and Building/Facility Maintenance Responsibility

The respective School Board shall be responsible for custodial and janitorial services and building/facility maintenance for any Joint Use Space owned by that Board.

The Municipality shall be responsible for custodial and janitorial services and building/facility maintenance for any Joint Use Space owned by the Municipality.

Damages to Joint Use Space

For Joint Use Space in a School, the Municipality shall be responsible for the recovery of costs to repair damage that occurred in Joint Use Space during the use of that space by a User Group that is not affiliated with the respective Board that owns the facility that was damaged.

For Joint Use Space in a Municipal Facility, each Board shall be responsible for damage occurring in Joint Use Space during the use of that space by their respective Schools.

Playing Fields and Playgrounds

For the purposes of this section, the following definitions shall apply:

“Playfield or Playing Field” means a designated outdoor playing area designed for various sports and includes rectangular turf fields and ball diamonds.

“Playfield Maintenance” means the regular mowing, fertilizing and lining of playfields.

“Playground” means an area designed for outdoor play or recreation, especially by children, and often containing recreational equipment such as slides and swings.

“Refurbishment” means to aerate, top dress and over seed taking the playfield off line for a 12 month period.

“Re-development” means the stripping and grading of the playfield to reshape the grade and/or the complete replacement of the top soil, finished surface (seed/sod/shale) and the replacing of goal posts or back fields. Redevelopment would anticipate the closure of the playfield for up to two years.

Maintenance of playing fields on Municipal lands shall be the responsibility of the Municipality and maintenance of playing fields on School lands shall be the responsibility of the respective Board. The Parties agree to ensure that field markings are in place at the commencement of the spring/summer season. The Board will not be responsible for field markings that are not required for the School to perform its function. Additional field markings will not be provided by the School.

Each Party shall perform regular assessments on playfield conditions to determine short term and long term maintenance, or as appropriate, refurbishment required for each playfield. The Parties shall advise each other of any major refurbishment or redevelopment of playfields.

Each Party shall be responsible for the development of playing fields, including the construction of soccer pitches and softball or baseball diamonds, located on their respective lands.

Upgrades to playing fields located on Municipal lands that are desired or required by a Board shall be the responsibility of the Board. All costs of such upgrades shall be paid by the Board requiring the upgrade. If a playing field has been upgraded by a Board, the responsibility for maintaining that playing field shall pass to the Board and all costs of maintaining the upgraded playing field shall be paid by the Board.

Maintenance of playgrounds shall be the responsibility of the Party upon whose lands the playground is located. Maintenance of playgrounds does not include or guarantee replacement of the playground.

Despite the identity of the Party that funded or installed a playground, the Party upon whose land it is located shall at all times have the right to remove the playground if ongoing maintenance of the playground is unwarranted due to safety concerns, or because of costs associated with ongoing maintenance. The replacement of the playground is at the sole discretion of the Party upon whose land it is located.

~~V. CARETAKING | MAINTENANCE | SUPERVISION~~

- ~~5.1 — CESD and the Town shall each provide the caretaking services required at the School and the Facilities respectively. CESD and the Town shall respectively maintain the Schools and the Facilities, in a safe condition. In addition, each of CESD and the Town respectively will be responsible for maintaining the exterior areas, including grounds, sidewalks, and other paved areas around the Schools and the Facilities in a safe condition for vehicular and pedestrian traffic.~~
- ~~5.2 — The School shall provide supervision of students while using the Facilities during School functions, but otherwise, the Town shall provide supervision of all persons using the Facilities.~~
- ~~5.3 — Persons and groups using the Schools shall be responsible for supervision of themselves. Such supervision shall be provided by an individual that has been identified to the school and the school shall approve of the supervisor prior to the use of the school.~~

Schedule “E” – School Site Guidelines

The parameters contained in this Schedule shall be applied when planning future school sites in a Municipality’s Municipal Development Plan, Area Structure Plan or Concept Plan.

Size of Site

The size of school sites to be included in the Municipality’s plan shall be based on the types of schools needed over the long term and the grade configurations and minimum design for student capacity per school used the Board.

For the Public Board the following guidelines apply:

School Type	Grade Configuration	Design Capacity (Number of Students)	Land for School Portion	Land for Playing Fields	Total Land Needed
Elementary	K-3, K-4, K-5	400 to 600	4 to 5 acres	6 to 7 acres	10 to 12 acres
Elementary/Middle	K-8	500 to 800	5 to 6 acres	7 to 8 acres	12 to 14 acres
Middle	6-8	500 to 600	5 to 6 acres	7 to 8 acres	12 to 14 acres
Junior/Senior High	7-12	500 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres
High School	10-12	400 to 1000	7 to 8 acres	13 to 14 acres	20 to 22 acres
K to 12 School	K-12	600 to 800	6 to 7 acres	7 to 8 acres	13 to 15 acres

The acreage guidelines outlined in the tables above are approximate acreages. The land required may vary depending on site configuration, topography, natural vegetation, special site conditions, or shared facilities adjacent to the school site.

Each school site shall be of adequate size to meet the initial and future expansion needs of the school.

Where possible, school sites shall be located across quarter section lines to make use of reserve dedication from two quarter sections to create a larger, shared site for two schools. For example, two elementary schools may share a set of playing fields requiring a total site area of 15 to 18 acres rather than 20 to 24 acres for two separate sites.

Where possible sites for high schools shall be created using reserve dedication; however, acquisition of additional land will likely be needed to create the size of site required. In these circumstances, a separate agreement shall be negotiated between the Parties involved in the acquisition of the site.

The following design consideration will be applied during the preparation of a statutory plan or the review of subdivision applications, where applicable:

Site Shape and Configuration

Each school site shall have a core area that is generally rectangular in shape with proportions of 2 to 3 units of width and 3 to 5 units of length (e.g. 160m width and 240m length). The core area must account for 80 to 90 percent of the total site area.

Site shapes that consist of curves, triangular areas or narrow spaces shall be avoided.

Frontage along a Public Street

Where possible, each school site shall have frontage along two public streets that intersect at a corner of the site.

Where frontage along only one public street is available, it shall be a continuous frontage along the entire length of one side of the site.

Accessible to Several Modes of Travel

Each school site shall be located on a road capable of accommodating school bus traffic and private automobile traffic related to the school.

Each school site shall have onsite pedestrian connections and connections to any pedestrian network linking the site to surrounding community.

Each site shall accommodate bicycle access and on-site bicycle parking facilities.

Site Topography and Soil Conditions

Each school site shall have geo-technical and topographic conditions that are suitable for the construction of a large building. This includes suitable soil conditions for foundations, no known contaminants and generally level terrain.

Flexibility for Design

Each school site shall not be encumbered with utilities and utility rights of way that divide the site or otherwise reduce the options for the placement of buildings and improvements.

No storm water management ponds shall be incorporated into the school site or the playing fields adjacent to a school.

Access to Services

Each school site shall be located where access to a sewage collection and disposal system, water system, storm drainage services and three phase power is available or can be made available.

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Schedule "F" – Dispute Resolution Process

Step 1: Notice of Dispute

1. When any Party believes there is a dispute under this Agreement and wishes to engage in dispute resolution, the Party alleging the dispute must give written notice of the matter(s) under dispute to the other Parties.
2. During a dispute, the Parties must continue to perform their obligations under this Agreement.

Step 2: Negotiation

3. Within 14 calendar days after the notice of dispute is given, each Party must appoint representatives to the Governing Committee to participate in one or more meetings, in person or by electronic means, to attempt to negotiate a resolution of the dispute.
4. Each Party shall identify the appropriate representatives who are knowledgeable about the issue(s) under dispute and the representatives shall work to find a mutually acceptable solution through negotiation. In preparing for negotiations, the Parties shall also clarify their expectations related to the process and schedule of meetings, addressing media inquiries, and the need to obtain Council and Board ratification of any resolution that is proposed.
5. Representatives shall negotiate in good faith and shall work together, combining their resources, originality and expertise to find solutions. Representatives shall attempt to craft a solution to the identified issue(s) by seeking to advance the interests of all Parties. Representatives shall fully explore the issue with a view to seeking an outcome that accommodates, rather than compromises, the interests of all concerned.

Step 3: Mediation

6. In the event that negotiation does not successfully resolve the dispute, the Parties agree to attempt mediation. The representatives must appoint a mutually acceptable mediator to attempt to resolve the dispute by mediation, within 14 calendar days of one Party's indication that negotiation has not resolved matters, nor be likely to. The Party giving such notice shall include the names of three mediators. The recipient Party shall select one name from the short list and advise the other Party of their selection within 10 calendar days of receipt of the list. The Parties shall thereafter co-operate in engaging the selected mediator in a timely manner.
7. The Party that initiated the dispute resolution process, must provide the mediator with an outline of the dispute and any agreed statement of facts within 14 calendar days of the

mediator's engagement. The Parties must give the mediator access to all records, documents and information that the mediator may reasonably request.

8. The mediator shall be responsible for the governance of the mediation process. The Parties must meet with the mediator at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve their dispute. Time shall remain of the essence in pursuing mediation, and mediation shall not exceed ninety (90) calendar days from the date the mediator is engaged, without further written agreement of the parties.
9. All proceedings involving a mediator are without prejudice, and, unless the Parties agree otherwise, the cost of the mediator must be shared equally between the Parties.
10. If a resolution is reached through mediation, the mediator shall provide a report documenting the nature and terms of the agreement and solutions that have been reached. The mediator report will be provided to each Party.
11. If after ninety (90) calendar days from engagement of the mediator, or longer as agreed in writing by the Parties, resolution has not been reached, the mediator shall provide a report to the Parties detailing the nature of apparent impasse and/or consensus.

Step 4: Arbitration

12. In the event that Mediation does not successfully resolve the dispute, the Parties agree to move to Arbitration within 30 calendar days of receipt of the mediator's report, including appointing an arbitrator within that time. If the representatives can agree upon a mutually acceptable arbitrator, arbitration shall proceed using that arbitrator. If the representatives cannot agree on a mutually acceptable arbitrator, each Party shall produce a list of three candidate arbitrators. In the event there is agreement on an arbitrator evident from the candidate lists, arbitration shall proceed using that arbitrator.
13. If the representatives cannot agree on an arbitrator, the Party that initiated the dispute resolution process must forward a request to the Minister of Education to appoint an arbitrator within 30 calendar days of the expiry of the time period in clause 12. Should the Minister of Education agree to appoint an arbitrator, the Parties agree to proceed using that arbitrator. Should the Minister of Education decline to appoint an arbitrator, then a request to appoint an arbitrator shall be made to the Court of Queen's Bench.
14. Where arbitration is used to resolve a dispute, the arbitration and arbitrator's powers, duties, functions, practices and procedures shall be the same as those in the *Arbitration Act*.

15. Subject to an order of the arbitrator or an agreement by the Parties, the costs of the arbitrator and arbitration process must be shared equally between the Parties.

Mark-UP

Implementation Fact Sheet

Municipal Government Act (MGA)

Joint Use and Planning Agreements

Relevant Legislation

MGA: s.670.1, s.672, s.673
Education Act: s.53.1

MGA requirements

Joint use and planning agreements (JUPAs) are a formal partnership between a municipality and a school board to enable the integrated and long-term planning and use of school sites on municipal reserve (MR), school reserve (SR) and municipal and school reserve (MSR) land. More than one municipality or school board may be a party to a JUPA.

On June 10, 2020 the MGA was amended to require municipalities to enter into JUPAs with school boards. These agreements must be in place by June 10, 2023.

What do municipalities need to know?

Municipalities are required to enter into JUPAs with school boards operating within their municipal boundaries. This requirement also applies to any other school board that may commence operations in the future. s.670.1(1),(2)

A JUPA must establish a process for discussing:

- the planning, development and use of school sites on MR, SR and MSR land in the municipality;
- the transferring of MR, SR and MSR land between a municipality and a school board (s.672, s.673 of the MGA);
- the disposal of school sites;
- the servicing of school sites on MR, SR and MSR land; and
- the use of school facilities, municipal facilities and playing fields on MR, SR and MSR land,

including the maintenance of facilities and fields and the payment of fees and other liabilities associated with them. s.670.1(3)(a)(i)-(v)

A JUPA must also:

- outline how a municipality and school board will work collaboratively;
- establish a dispute resolution procedure; and
- establish a timeframe for regular review of the agreement. s.670.1(b)-(d)

Municipalities and school boards who have existing Joint Use Agreements in place should review their agreements to ensure that they meet the JUPA requirements set out in the MGA.

JUPAs will be reported on as part of the municipal Statistical Information Return.

The Ministers of Municipal Affairs and Education have the authority to extend the three-year timeline requirement for entering into a JUPA.

What resources are available to assist?

To learn more about the MGA or *Education Act* visit: Alberta Queen's Printer at: <https://www.qp.alberta.ca/>

Questions:

Phone: 780-427-2225
Toll-free in Alberta: 310-0000
Email: lqsmail@gov.ab.ca

To learn more about the MGA or *Education Act* visit: Alberta Queen's Printers at: <https://www.qp.alberta.ca/>

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REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 14, 2026
SUBJECT: Municipal Policing Committee Appointments
ORIGINATING DEPARTMENT: Legislative Services
ITEM: 8.3

BACKGROUND/PROPOSAL:

Administration advertised for Committee members for nearly two months and received seven applications for the four member-at-large positions.

The Committee will serve as the voice of the community in policing-related guiding documents. Its key role in this initial two-year term will be to work with administration to develop a community safety plan, select the policing priorities for the 2026-2027 year, and voice policing-related concerns to the Town and Officer in Charge.

Historically, the Town has struggled to engage the community to serve in a member-at-large capacity. Therefore, Administration is recommending that Council consider appointing half of the member-at-large positions to people who have extensive experience serving on boards/committees and half to those who have not. This is to ensure continuity as both administration and the committee navigate a new committee framework and also to encourage the engagement of newer community members who have not served as a volunteer in this capacity before. Administration would recommend that council consider a wide breadth of applicants with varied backgrounds but an extensive commitment and connection to the community of Didsbury.

There are four member-at-large positions open for appointment. Administration would recommend the following for appointment to the committee.

Administration is making recommendations to Council based on the following qualities of the applications:

- a) Their express desire and ability to communicate community needs and challenges to improve policing.
- b) Their ability to constructively collaborate and communicate with other board members (as demonstrated through prior board or work experience).
- c) Limited potential for conflicts of interest.
- d) Commitment to the whole community and limited potential for personal influence.

In addition to appointing four members-at-large, council must also appoint a council member to the Committee.

All members of the Committee, whether voting or non-voting members, must pass an enhanced security clearance check with the RCMP. We have been advised that these checks can take anywhere from 30 to 90 days, depending on the check's complexity.



REGULAR COUNCIL MEETING Request for Decision (RFD)

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Although all candidates demonstrate the qualities and qualifications as outlined above, Administration is recommending the following to serve on the committee based on the strength of their application:

1. Colin Creighton,
2. Natalie Craig,
3. Fred Van Vliet, and
4. Robin Hawkins.

Council does have the option to deviate from Administration's recommendation and appoint any of the applicants whose application are attached.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION *(two motions)*

To appoint the following members at large to the Municipal Policing Committee for a term commencing on April 15, 2026 and ceasing on April 15, 2028 conditional upon the completion of a successful enhanced security check:

- Colin Creighton,
- Natalie Craig,
- Fred Van Vliet, and
- Robin Hawkins.

AND

To appoint Councillor _____ to the Municipal Policing Committee for a term commencing on April 15, 2026 and ceasing on April 15, 2028 conditional upon the completion of a successful enhanced security check.



Town of Didsbury
Municipal Policing Committee Application Form

Andrews

Daniel

Last Name

First Name

[Redacted]

Street Address

Box Number

[Redacted]

Primary Phone Number

Email Address

Please be advised that all of the information provided below as well as your first and last name may be posted to the Town of Didsbury Website and/or published in the Regular Council Meeting Agenda, and will be considered public information.

Please check off all that apply.

- I am over the age of eighteen (required).
- I currently reside in Didsbury and have resided in Didsbury for over six months (required).
- I am willing and able to obtain an enhanced security check (required).
- I am available to attend meeting scheduled during regular daytime business hours.
- I am aware that this is an unpaid, volunteer position (required).
- I am willing and able to sign an Oath of Confidentiality, if required.

Why do you want to serve on the Town's Municipal Policing Committee?

I want to be a voice in our community. My wife and I own a local business and we have a strong interest in our community's future. I want to make sure the community is represented well and balanced.

Do you have any prior Board of Committee Experience? If yes, please indicate which boards, your role, and the approximate length of your term?

I was on the Essentials for our Community board for approximately a year.

Do you have any other skills or experiences that you would like to note?

I have been a foster parent for several years, a business owner for three years, and community member for 27 years.

By signing and submitting this application, you affirm that the facts set forth in it are true and complete.

[Redacted Signature]

Signature

Feb 12, 2026

Date

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Town of Didsbury
Municipal Policing Committee Application Form

Craig

Natalie

Last Name

First Name

Street Address

Box Number

Primary Phone Number

Email Address

Please be advised that all of the information provided below as well as your first and last name may be posted to the Town of Didsbury Website and/or published in the Regular Council Meeting Agenda, and will be considered public information.

Please check off all that apply.

- I am over the age of eighteen (required).
I currently reside in Didsbury and have resided in Didsbury for over six months (required).
I am willing and able to obtain an enhanced security check (required).
I am available to attend meeting scheduled during regular daytime business hours.
I am aware that this is an unpaid, volunteer position (required).
I am willing and able to sign an Oath of Confidentiality, if required.

Why do you want to serve on the Town's Municipal Policing Committee?

I have lived in Didsbury for 13 years and feel strongly about giving back to the community that has supported my family and me. I currently work from home while raising two young children (ages 10 and 4), both of whom attend different schools and participate in various local activities. Because of this, the programs, decisions, and developments happening in and around Didsbury have a direct impact on our daily lives. I would welcome the opportunity to contribute my time and perspective toward helping our community continue to grow, thrive, and support local families

Do you have any prior Board of Committee Experience? If yes, please indicate which boards, your role, and the approximate length of your term?

I bring a total of eight years of board governance experience through my involvement with the Didsbury Preschool Society. During this time, I served six years as President, providing strategic leadership, overseeing organizational operations, and guiding long-term planning initiatives. Prior to this role, I contributed one year as Vice President, supporting executive decision-making and assisting with governance responsibilities. I also served one year as a Member-at-Large, participating in board discussions, committee work, and community engagement activities.

This breadth of experience has given me a strong foundation in nonprofit governance, stakeholder collaboration, policy

Do you have any other skills or experiences that you would like to note?

Throughout my professional career as a manager within a large organization, Finning Canada, I have developed strong leadership capabilities while supporting seven branches across Alberta and British Columbia. Working closely with diverse teams and operational environments has strengthened my verbal and written communication skills, enabling me to convey complex information clearly, collaborate effectively, and build strong working relationships. My experience managing contracts has provided me with a deep understanding of contractual obligations, confidentiality requirements, and compliance standards. I approach all documentation and agreements with diligence, ensuring accuracy, risk awareness, and alignment with organizational policies. Beyond my professional responsibilities, my role as a mother and active community member in a small town has shaped my leadership philosophy. I have learned the importance of connection, empathy, and mutual support. These experiences have reinforced the value of listening with openness, fostering collective growth, and extending a helping hand when needed. They have strengthened my ability to lead with compassion while maintaining professionalism and accountability. Together, these experiences have shaped me into a well-rounded leader who values collaboration, integrity, and community—both within the workplace and beyond.

By signing and submitting this application, you affirm that the facts set forth in it are true and complete.

Signature

Feb 2 2026

Date

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Town of Didsbury
Municipal Policing Committee Application Form

Creighton

Colin

Last Name

First Name

Street Address

Box Number

Primary Phone Number

Email Address

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- I am available to attend meeting scheduled during regular daytime business hours.
- I am aware that this is an unpaid, volunteer position (required).
- I am willing and able to sign an Oath of Confidentiality, if required.

Why do you want to serve on the Town's Municipal Policing Committee?

Have been a long time resident of Didsbury. We have raised our kids here. I work at the Zion Church and have been involved in many areas of the community. I would see this as a way to contribute and give input into the community.

Do you have any prior Board of Committee Experience? If yes, please indicate which boards, your role, and the approximate length of your term?

Yes. Chaired the FCSS Board for several years around 2010. Led the Parent Advisory Council at Westglen for 3 years. My role as Lead Pastor is all about committees (30+ years). Participated on the Vision For Non-Violence inter-agency committee here in Mountain View County.

Do you have any other skills or experiences that you would like to note?

I volunteer as the RCMP Chaplain for the Didsbury detachment (not sure if that is a conflict of interest?).
Co-facilitated a Domestic Violence course for 4 years.

By signing and submitting this application, you affirm that the facts set forth in it are true and complete.

Signature

March 3/2026

Date

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Town of Didsbury
Municipal Policing Committee Application Form

Hawkins

Robyn

Last Name

First Name

Street Address

Box Number

Primary Phone Number

Email Address

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- I am available to attend meeting scheduled during regular daytime business hours.
- I am aware that this is an unpaid, volunteer position (required).
- I am willing and able to sign an Oath of Confidentiality, if required.

Why do you want to serve on the Town's Municipal Policing Committee?

I want to serve on the Municipal Policing Committee because I deeply care about community and the people who live here. I strongly believe in serving others. I want to help develop clear service expectations, and represent community concerns thoughtfully. I believe in building strong collaboration between the municipality and community agencies. I want to be apart of team who truly cares for our town and find was of creating a safe environment and help find away to bridge the gap between community and law enforcement.

Do you have any prior Board of Committee Experience? If yes, please indicate which boards, your role, and the approximate length of your term?

DIDAA Decorator and Interior Design Association of Alberta - 1 year, Social media Coordinator.
Didsbury Fun Team Hockey - 1 year, Fundraising and Tournament Coordinator.

Do you have any other skills or experiences that you would like to note?

I have a strong project management skills and the ability to oversee processes, times and accountability. Experienced in developing plans and expectations. I have volunteered in hospitals, and local initiatives over the years and have always been drawn to serve and help when needed.

By signing and submitting this application, you affirm that the facts set forth in it are true and complete.

Signature

Date

March 30, 2026

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Town of Didsbury
Municipal Policing Committee Application Form

Henry

Karen

Last Name

First Name

Street Address

Box Number

Primary Phone Number

Email Address

Please be advised that all of the information provided below as well as your first and last name may be posted to the Town of Didsbury Website and/or published in the Regular Council Meeting Agenda, and will be considered public information.

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- I am available to attend meeting scheduled during regular daytime business hours.
- I am aware that this is an unpaid, volunteer position (required).
- I am willing and able to sign an Oath of Confidentiality, if required.

Why do you want to serve on the Town's Municipal Policing Committee?

To provide input from an ordinary citizen's perspective on the provision of policing services to the Town. I am able to attend meetings during the day, and am available to volunteer. Since many residents are not able to do do this, I feel a responsibility to step up.

Do you have any prior Board of Committee Experience? If yes, please indicate which boards, your role, and the approximate length of your term?

MPC member-at-large since 2022
APEGA Councillor 2009-2012
NAPEGG Councillor or Executive 2002-2008
Inuvik Child Development Centre Board member 2002

Do you have any other skills or experiences that you would like to note?

over 20 years of project management including planning, budgeting, stakeholder engagement.

By signing and submitting this application, you affirm that the facts set forth in it are true and complete.

[Redacted Signature]

February 26, 2026

Signature

Date

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Town of Didsbury Municipal Policing Committee Application Form

Van Vliet

Fred

Last Name

First Name

Street Address

Box Number

Primary Phone Number

Email Address

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- I am willing and able to obtain an enhanced security check (required).
- I am available to attend meeting scheduled during regular daytime business hours.
- I am aware that this is an unpaid, volunteer position (required).
- I am willing and able to sign an Oath of Confidentiality, if required.

Why do you want to serve on the Town's Municipal Policing Committee?

I believe that the Policing Committee is a critical interface of local representation.

1/ The Rule of Law must be front and center during transitional changes that are coming to the Province of Alberta in policing structure and municipal jurisdiction. Political and social influences must not affect stable application of legislated mandates for protective services. Community expectations and policing standards must be aligned.

2/ Fluid Community and Council engagement is essential for public education and collaboration. Open communication will allow everyone to actively participate in the much needed enhancement and assurance of protective security in Didsbury.

3/ Since my candidacy for Council in 2025, many people have expressed confidence in my commitment to the wellbeing of our Community. I believe that I have gained the respect and trust of the majority of Didsburians my objective and principled approach.

Do you have any prior Board of Committee Experience? If yes, please indicate which boards, your role, and the approximate length of your term?

- Emermerge Inc. (Doef's Greenhouses, Gull Lake): Active Board Member since 2024. Expanded 4 season vegetable production from 11 to 37 acres "under glass" with integrated heat, electricity & CO2 production.
- Essentials For Our Community: Board Member in 2019. Envisioned and helped to launch the popular weekly Country Kitchen, an open community meal.
- Didsbury Community Garden: Founder since 2022. Anticipating rising food costs and the need for locally based supply logistics, I organized the 2 acre garden and handed its operation over to community members.
- Didsbury Country Christmas: In 2025 I inspired a team on short notice to pick up the seasonal community legacy, managing fires & horse wagons.

Do you have any other skills or experiences that you would like to note?

- Senior Project Manager (i.e. Stantec Engineering, Husky Energy, freelance). I represented the interests of engineers, contractors and clients (corporate, First Nations, private) in: project planning, budgeting, engineering and architectural design, safety programing, construction and contract management.
- Initiated and designed a supportive housing project for women with children at risk (fully funded and currently under construction in Calgary).

By signing and submitting this application, you affirm that the facts set forth in it are true and complete.

[Redacted Signature]

Feb 27, 2026

Signature

Date

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Town of Didsbury
Municipal Policing Committee Application Form

Wiens

Gary

Last Name

First Name

Street Address

Box Number

Primary Phone Number

Email Address

Please be advised that all of the information provided below as well as your first and last name may be posted to the Town of Didsbury Website and/or published in the Regular Council Meeting Agenda, and will be considered public information.

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- I am willing and able to obtain an enhanced security check (required).
- I am available to attend meeting scheduled during regular daytime business hours.
- I am aware that this is an unpaid, volunteer position (required).
- I am willing and able to sign an Oath of Confidentiality, if required.

Why do you want to serve on the Town's Municipal Policing Committee?

The closer the decision-making process can be to the community, the more effective the process will be. The creation of this committee facilitates this local framework, and I would like to help facilitate the process. The rule of law is essential to a strong community, and tying this to community and family values will help apply the ruling principles with equity. The committee provides an opportunity for education and communication, both of which can enhance peace and order. I can bring this skill set to the table. This is a great opportunity to invest in our community, and my track record would indicate this is part of my heart. When do we start?

Do you have any prior Board of Committee Experience? If yes, please indicate which boards, your role, and the approximate length of your term?

Evangelical Missionary/ Zion Church - Treasurer - 4 yrs
Child Evangelism Fellowship of Alberta - Director - 20 yrs.
Alberta Home Education Association - Treasurer- 2 yrs
Last Days Bible Conference - Treasurer - 6 yrs
Wildrose - Treasurer - 1 yr
Peoples Party of Canada (Didsbury Lacombe) - Treasurer - 4 yrs
Education Unlimited Academy: Parent Advisory Committee - Advisor - 3 yrs
Town of Didsbury Signage Committee - Member - 1 yr

Do you have any other skills or experiences that you would like to note?

I have my teaching degree and have worked in the field of education for over 40 years. I enjoy photography, videography and have done some video editing. As a family we have run our own business since 2011. I'm a long term resident

By signing and submitting this application, you affirm that the facts set forth in it are true and complete.

Signature

Feb 27, 2026

Date

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REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 14, 2026
SUBJECT: Mountain View Regional Film Office
ORIGINATING DEPARTMENT: Economic Development & Strategic Operations
ITEM: 8.4

BACKGROUND/PROPOSAL:

In 2024, the Mountain View Regional Film Office (MVRFO)—a collaborative initiative between the Town of Didsbury, the Town of Sundre, and Mountain View County, engaged Nordicity to design a Strategic Organizational Plan. MVRFO was awarded a provincial grant to support the first step in the Strategic Organizational Plan. Council accepted the Mountain View Regional Film Office Strategic Organizational Development Plan as information June 24, 2026 with no other motions.

The film office, through a joint application to the province, has secured additional provincial funding for 2026 to market and promote the film office with the intent to attract more film productions to the region. The full document prepared by Nordicity can be found at <https://www.didsbury.ca/p/additional-agenda-items>.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Strategic Organizational Plan provides a comprehensive roadmap for establishing the MVRFO as a professional, well-coordinated entity capable of servicing the growing demand for film-friendly locations in Alberta. As part of this initiative, MVRFO attended the 2025 Banff World Media Festival to promote the film office and engage in industry networking.

Under step 2 MVRFO plans to send one representative from each partner municipality to the festival again this year. Registration and accommodations to attend the 2026 Banff World Media Festival is approximately \$4,000.00 per person. **This cost is included in the 2026 approved grant funding by the province, and is not anticipated to result in any budget changes for 2026.** MVRFO will also sponsor the Alberta Film Commission (AFC) at the event, with funds drawn from the \$7,500.00 committed by each municipality (Sundre, Mountain View County, Didsbury) toward the development of the film office's brand in the public eye.

The newest MVRFO Coordinator, Nelisha Bruce, is recommended to be Didsbury's representative at the Banff World Media Festival, and would come with the requirement to prepare a report on the festival for council to review after attending. The report will outline who was spoken with at the event in promotion of the Film Office.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION

To approve sending Nelisha Bruce as Didsbury's representative of the Mountain View Regional Film Office to the 2026 Banff World Media Festival June 14 – 17, 2026.



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: April 14, 2026
SUBJECT: Maple Leaf Exchange Program – 2027 Miki Town Visit
ORIGINATING DEPARTMENT: Legislative Services
ITEM: 8.5

BACKGROUND/PROPOSAL:

Since 2004, the Town of Didsbury has had a relationship with Miki Town, Japan. This relationship was started by Miki Town who wanted to find a rural community similar to Miki Town for the junior high school students to visit and gain a cultural and educational understanding of another country. In Japan, the school board/system is run by the municipality, which is why they reached out to the Town.

In 2005, the first Maple Leaf Program took place. Fifteen students and three chaperones visited Didsbury for one week. During this week, the students participated in school activities and were billeted out to Westglen families and other families in the community. The Town was responsible for finding host families with the assistance of the Principal and grades seven and eight teachers at Westglen.

In 2011, the Town of Didsbury was officially twinned with Miki Town to show commitment to continuing a relationship between the two towns. This program continued until 2019, had a short hiatus during the COVID-19 pandemic and resumed in 2025.

With rising costs Miki Town and the Town of Didsbury agreed the program be changed to take place once every two years rather than annually.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Ms. Joann Kozi, who oversees this program in Miki Town, has approached the Council and Community Relations Coordinator to ask if the program can take place in March of 2027. For this to happen on Miki Town's end, they need a commitment from the Town of Didsbury so they can start looking into travel arrangements and go through the student applications.

It is anticipated that the delegation will include 10 students accompanied by 3 chaperones. The Town of Didsbury would support the program by seeking out Home Stay Families, hosting a Welcome Dinner, and providing the rental of the Multi-Purpose Room for them to host a Sayonara Party. Council and Senior Leadership would all be asked to attend these events, if possible.

Part of the Welcome Dinner is providing gifts for the students and chaperones. The total cost for Didsbury to host this program has typically been up to \$5,000 for the rental of the MPR for two events, advertising, and gifts. In addition, in 2025, the Town retained a contractor to assist in the planning of the event at a cost of \$5,000.

Challenges presented in 2025 were related to finding enough appropriate host families to board the students while they were in Town. In the event that enough host families cannot be found, the Town would have to pay for the cost of boarding the students as well as transport them to and from school as well as any events. In the event that enough host families cannot be found, Administration would request a budget amendment closer to the date of the delegation.



REGULAR COUNCIL MEETING Request for Decision (RFD)

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

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To approve hosting the 2027 Miki Town delegation and bring forward \$5,000.00 for program costs to be considered by Council during the 2027 budgeting process later this fall.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: April 14, 2026
SUBJECT: Council Reports
ORIGINATING DEPARTMENT: Legislative Services
ITEM: 9.0

BACKGROUND/PROPOSAL:

Council members will each provide a verbal or written report on any business, committee activity, or professional development opportunities that they have undertaken.

Please see the attached MVSH Board Key Messages from the March 20, 2026 meeting as well as Councillor Quantz's Council report.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the April 14, 2026 Council Reports as information.



ADMINISTRATION OFFICE

#301 6501 51 Street, Olds, Alberta, T4H 1Y6
P: (403) 556-2957 E: admin.assistant@mvsh.ca
F: 587-796-0773

BOARD MEETINGS | KEY MESSAGES

Mountain View Seniors' Housing (MVSH) Regular Board Meeting of March 19, 2026.

Key Messages

- The Board held their regular meeting in-person at the MVSH Administration Office Boardroom in Olds, Alberta from 1:00-3:00 pm.
- The Board was pleased with the overall audit outcome and summary with special thanks to RSM Canada LLP and MVSH finance for all the hard work.
- The Board was appreciative of the budget support from the Government of Alberta, Alberta Social Housing Corporation for the increase in funding to local housing programs.
- The Board appreciates the continued enhancement of the Lodge Assistance Program funding as well as additional support for the Rent Assistance Benefit program.
- The Board is happy to know that ongoing collaborative work with operators and the Ministry team continues to happen in support of the recommendations from the Lodge Review.
- The Board is excited to host its annual Board strategic planning retreat in April at the Heritage Centre in Cremona, Alberta.

Next MVSH Board Meetings

The annual Board strategic planning retreat will be held on Thursday April 23, 2026 starting at 9:00 AM in the Heritage Centre in Cremona, Alberta.

The next regular Board meeting will be held on Thursday, June 25, 2026 starting at 1:00 PM in the MVSH Administration Offices boardroom in Olds, Alberta (or by Microsoft Teams if required).

If you require any information or there are any questions related to this communication, please contact a Board Director or Stacey Stilling, CAO for MVSH at 403-556-2957 or by email at stacey.stilling@mvsh.ca

Councillor Report, Norm Quantz, April 14, 2026:

It was a privilege, along with other councillors, to attend the ribbon cutting of Didsbury's new Miniature Golf Course business called Castle Putt.

I also attended the Mountain View Regional Water Services Commission AGM and April Board Meeting. Highlights Included:

- Confirmation of an Alberta Grant for the long anticipated settling/storage ponds that will help improve the intake quality for the Henday Plant.
- Collaborative work continues on Didsbury's lateral lines connected to the East Reservoir.
- An updated website and 10 year Capital Plan are in the works.
- The Red Deer River has settled back more towards 'normal' from the '3rd' spring thaw this year. Monitoring continues.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: April 14, 2026
SUBJECT: Correspondence & Information
ORIGINATING DEPARTMENT: Legislative Services
ITEM: 10.0

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following correspondence items can be found attached

- Emails related to Bylaw 2026-08*
- Letter from the Minister of Municipal Affairs – Bill 28
- Letter from Minister of Municipal Affairs
- Letter of Resignation from DEDAC - Sterling Toews

*Only those emails that specifically requested to be added to the public record or agenda package were included.

The following information is also attached:

- Town of Didsbury Library Board Financial Statements

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the correspondence for April 14, 2026 as information.



Jocelyn Baxter <jbaxter@didsbury.ca>

Proposed Bylaw

1 message

R Byiers [REDACTED]

Mon, Mar 23, 2026 at 5:07 AM

To: Commrelations@didsbury.ca, tlambert@didsbury.ca, imahon@didsbury.ca, wstevens@didsbury.ca, cengel@didsbury.ca, rmurray@didsbury.ca, nquantz@didsbury.ca, bmurray@didsbury.ca, msimpson@didsbury.ca, clittle@didsbury.ca

Dear Counselors and Mayor,

I am writing in regards to the bylaw that is to be brought forward for it's third reading tomorrow night.

I heard from my daughter who lives in Vancouver that this bylaw you are wanting to pass made the news there. NOT in a favourable way either.

I've also read articles by various groups out of Calgary recently that show disappointment with our town.

This saddens me greatly, my home town is now being viewed in a negative light surrounded in racism.

Why do you feel that a bylaw such as this, that is creating a division among it's resident's and throws us into a light of not showing inclusiveness and backwards thinking, is good for Didsbury?

Why, when you could just as easily tweaked existing bylaws to help with the possibility of this even being a problem.

Can you even show me a proposal that was put forward to paint the crosswalks or hang flags that were of a specific group?

Please re consider your stand in regarding this bylaw, I personally believe it leads our town in the wrong direction. Let's show the rest of Canada that we do believe in leading our people in harmony and inclusion no matter our beliefs.

From a long term resident of 34 years,

Rochelle Byiers

[REDACTED]
Didsbury

And you may make this email public record.



Jocelyn Baxter <jbaxter@didsbury.ca>

Neutrality Bylaw

1 message

Brianne Byiers [REDACTED]

Mon, Mar 23, 2026 at 10:53 PM

To: msimpson@didsbury.ca, clittle@didsbury.ca, bmurray@didsbury.ca, nquantz@didsbury.ca, rmurray@didsbury.ca, cengel@didsbury.ca, wstevens@didsbury.ca, imahon@didsbury.ca, tlambert@didsbury.ca, Commrelations@didsbury.ca

Dear Members of Town Council,

I am writing in regard to the neutrality bylaw that has been proposed, in hopes that there is still some good remaining in Didsbury.

It has been suggested that with this being a neutral stance on things, such as having a rainbow flag, that you are just trying to "be fair to everyone".

The issue with is two-fold. Firstly, there was no issue with anyone showing their support to the LGBTQ+ community within Didsbury and you have now created a problem where there wasn't one.

Secondly, as any child in middle school could inform you, a bystander watching someone being bullied is just as bad as the bully. By not "taking a side" you are actively showing the community that you side with those who are bigots, homophobic, and transphobic, and you do not care about the minority.

I grew up in Didsbury, with my parents still living in the community at [REDACTED]. While there have been questionable choices made by town council since I was in high school, this is the first time I have truly felt ashamed to say I lived in Didsbury.

My family has members of the LGBTQ+ community, so this bylaw feels like a personal attack. It reinforces the idea that no one in town would care or take responsibility if my sibling was harassed or felt unwelcome.

The world is already filled with enough hatred and separation, and moving forward with this bylaw gives those who wish to oppress others a voice. Supporting the LGBTQ+ community does not harm anyone, but suppressing the right to show support does.

I ask that town council reconsider their proposed neutrality bylaw and would like this communication to be public record.

Sincerely,

Brianne Byiers

Sent from my iPhone



Jocelyn Baxter <jbaxter@didsbury.ca>

Public Space Neutrality Bylaw 2026-08

1 message

JP Foster [REDACTED]
To: Commrelations@didsbury.ca

Mon, Mar 23, 2026 at 3:19 PM

To mayor and council,

Once more, I am writing to oppose third reading of the draft Public Space Neutrality Bylaw 2026-08 at the upcoming regular council meeting, March 24, 2026. I have a couple of added thoughts I wanted to share with you in advance, as there has been no further avenue for "community consultation" per comments attributed to Mayor Little and Mr. Simpson in the Albertan.

That the bylaw so narrowly skirts the edges of legality relative to the Charter is both hopeful and damning: hopeful in the sense that the scope is so tightly restricted; damning in the sense that it makes evident that legal counsel was sought, suggesting the possibility that a more expansive or comprehensive application of "neutrality" was put forward. This is worrisome as it implies an even greater ideologically motivated basis for the bylaw than has already been demonstrated by its public supporters.

Regardless of where one sits in this debate, the degree and tone of the conversations it has garnered is overwhelming. A municipal bylaw should not elicit the level of response, both in support and in opposition, as what has been flooding your mailboxes (nevermind Facebook - and please keep in mind that social media has been proven in numerous studies to skew narrative and perception). This fact speaks to overreach and of the scope and responsibilities of municipal governance. There is a suggestion (based on review of minutes) that this bylaw has been the source of excessive closed session meeting times since at least December 15, 2025. Inclusive of time spent with the dozens (more?) of letters you have received in the two weeks since the broader public was made aware of its existence, this is demonstrative of profound wastefulness both of time and resources, and of a willingness to work out of scope at great risk.

Once again, I welcome dialogue on this topic. While it is too late to request a delegation or the inclusion of the message within the meeting package, I am comfortable with a councillor or administration member reading this message in session (assuming it is permissible).

Thanks again for your time,
JP



Jocelyn Baxter <jbaxter@didsbury.ca>

Re: NOTICE OF OPPOSITION: Bylaw 2026-08 – Request for Public Consultation and Transparency

Jodie Rohl [REDACTED]
To: commrelations@didsbury.ca
Cc: Michael Simpson <msimpson@didsbury.ca>

Tue, Mar 24, 2026 at 6:37 PM

Hello,

I'm following up on the letter I submitted regarding the advancement of Bylaw 2026-08 at the March 10 meeting. In my correspondence, I expressed concern about the first and second readings being advanced on the same evening the bylaw text was released, which limited residents' ability to review or provide meaningful input.

I noticed that my letter did not appear on the Council agenda or on file, and I have not yet received a response. Could you please advise whether there was an issue with the submission or if it did not meet a requirement for inclusion? I would appreciate clarification on the process to ensure my letter is properly considered and included for the public record.

Thank you for your time, and I look forward to hearing from you.

Kind regards,
Jodie Rohl

On Wed, Mar 18, 2026 at 5:51 PM Jodie Rohl [REDACTED] wrote:

To Mayor and Council,

I am writing to express my profound disappointment regarding the advancement of Bylaw 2026-08 during the March 10 meeting. Advancing the first and second readings in a single evening—immediately after the text was first released to the public, denied residents any meaningful opportunity to review or provide feedback. This approach bypasses the transparent, collaborative process that our community expects and deserves.

It also appears that nothing has been learned from the mistakes of previous councils. Whether a meeting is private or public, this community has a right to know the business of its government. Your salaries are paid by the residents who voted for you based on the promise of ideas that would make Didsbury great. At no point during the election was this specific social ideology placed on the table for debate. Had it been, you would have had the benefit of community support or a healthy, transparent debate. Instead, you are actively dividing a town that is already fractured by "who you know and who you hang with."

Didsbury voted for a new direction, yet this Council is pivoting toward an outdated ideology that fosters division rather than growth. Choosing to spend your first few months forcing through unneeded and unwanted social legislation—while our foundational services crumble—is a glaring failure of leadership.

A decade ago, the lack of trust between residents and Council led to a demand for new leadership to bring this town back to life. This bylaw does the opposite. If you want to legislate flags, I suggest you first familiarize yourself with the federal and provincial laws you are skirting.

As a resident, I find the following points to be a critical breach of your commitment to this town:

Misplaced Priorities and Infrastructure Neglect

Our community is currently facing foundational failures, including significant water main breaks and crumbling roads. These are the essential services you were selected to manage. Diverting time and tax dollars toward a manufactured social conflict creates unnecessary animosity while the literal infrastructure of Didsbury remains in disrepair.

Dangerous Rhetoric and Legal Liability

During the proceedings, it was suggested that flying a flag for a specific group implies an endorsement of "lifestyle choices." To characterize fundamental human rights and identity in this way is a chilling insight into the motivations behind this bylaw. Furthermore, this "neutrality" policy puts the Town at risk of Alberta Human Rights Commission complaints regarding discrimination based on gender identity, expression, and ancestry. This is a costly and avoidable legal gamble.

Failure of Obligations

I will insist that every member of Council and Town Administration undergo mandatory education. Under Call to Action #57 of the Truth and Reconciliation Commission, all levels of government—including municipal—are called upon to provide education to public servants on the history of Indigenous people, human rights, and anti-racism.

We need a plan that shows we accept what has happened in our history and that our town supports those impacted. Neutrality is not a plan; it is an erasure.

I urge you to reconsider this path before the third and final reading on March 24th. Focus on building a better community instead of tearing it apart.

Thank You,

Jodie Rohl
[REDACTED]



Jocelyn Baxter <jbaxter@didsbury.ca>

Fwd: Correspondence on March 24, 2026 Regular Council Meeting and Public Space Neutrality Bylaw 2026-08

Michael Simpson <msimpson@didsbury.ca>

Wed, Mar 25, 2026 at 1:42 PM

To: Jocelyn Baxter <jbaxter@didsbury.ca>

For next council package

Michael Simpson, CLGM

CAO, Town of Didsbury

(403) 586 3095

msimpson@didsbury.ca

Office: 403-335-7734

www.didsbury.ca



----- Forwarded message -----

From: **JP Foster** [REDACTED]

Date: Wed, Mar 25, 2026 at 12:38 PM

Subject: Correspondence on March 24, 2026 Regular Council Meeting and Public Space Neutrality Bylaw 2026-08

To: <msimpson@didsbury.ca>, clittle@didsbury.ca <clittle@didsbury.ca>

I request that this message be included in the next council package, as per the discussion during the correspondence portion of the March 24, 2026, council meeting.

Mayor Little,

In addition to my disappointment in the results of the vote last evening on Bylaw 2026-08, I must also register my dissatisfaction in both your comments and your comportment at the March 24, 2026 regular council meeting. You chose to characterize valid concerns raised by members of this community as "inflammatory," "divisive," and as coming from "a small vocal group" in spite of the volume of correspondence received in opposition to the bylaw; that the letters included with the council package were both respectful and identified a wide variety of concerns directly contradicts your message. This is offensive, especially when you have neglected to comment on the sort of language and rhetoric that has been used by supporters of the bylaw, which I include again below.

Further characterizing the issues raised as being informed by misinformation "to shape their agenda" is itself an example of intentional disinformation. Allowing for the possibility that this bylaw was crafted with the intent you state, meaning to enforce representation equally, then I would suggest that you should have avoided using the same verbiage (ie. "neutrality") as in jurisdictions where the campaigns were openly launched directly at 2SLGBTQI+ expressions (Westlock, Barrhead, UCP AGM).

Relative to your conduct, virtual attendance can be challenging, but openly scoffing and rolling your eyes during the comments of your fellow council members and those of concerned citizens is demonstrative of a lack of interest, willingness, and capacity to consider the needs of all. Too frequently we hear how actions speak louder than words, and in this case your disregard for differing voices and perspectives. You had the opportunity to demonstrate compassion and empathy, to engage with folks looking to share a different viewpoint on your bylaw, and instead you belittled and mischaracterized those in opposition as having an agenda informed by misinformation. Again, and I cannot emphasize this strongly enough, this was not an issue until you brought it forward. I urge you to reconsider and rescind this harmful and unnecessary bylaw.

I remain open to a personal meeting.

JP



Jocelyn Baxter <jbaxter@didsbury.ca>

Fwd: Bylaw vote

1 message

Lisa Bastarache <lbastarache@didsbury.ca>

Thu, Mar 26, 2026 at 2:15 PM

To: Christopher Little <clittle@didsbury.ca>, Bob Murray <bmurray@didsbury.ca>, Curt Engel <cengel@didsbury.ca>, Irwin Mahon <imahon@didsbury.ca>, Norm L Quantz <nquantz@didsbury.ca>, Troy Lambert <tlambert@didsbury.ca>, William Stevens <wstevens@didsbury.ca>, Michael Simpson <msimpson@didsbury.ca>, Jocelyn Baxter <jbaxter@didsbury.ca>

John has asked that his letter be included in the next Council meeting Agenda Package.



Lisa Bastarache

Communications Coordinator

Town of Didsbury

Office: 403-335-0649

www.didsbury.ca



----- Forwarded message -----

From: [REDACTED]
 Date: Tue, 24 Mar 2026 at 20:57
 Subject: Bylaw vote
 To: <inquiries@didsbury.ca>

I attended the town council meeting today and was greatly disappointed with the passing of the neutral public spaces bylaw. The mayor and 3 councilors lost my vote and confidence, whereas members Stevens, Engel and Quantz had principled opposition to the bill. Those in favor didn't really present any compelling argument as to why this was necessary.

It's funny to me that while the first third of the meeting addressed red tape reduction, the council then decided to pass this act which amounts to unnecessary regulation. You're literally regulating a few flag poles and crosswalk. This is what your priorities are? And then the mayor can't even attend in person for this rushed through dog whistle. Poor governance on his part.

I also want to comment on land use bylaws. Perhaps council should review these in more detail instead of engaging in identity politics. I submit complex industrial approvals as part of my role at work. Most of these require a pre development meeting with the municipality due to the complex nature of the works. We hate pre development meetings because they inherently introduce uncertainty to the project which has already progressed through multiple stages of feed and final design. You should have fairly specific height and spacing requirements built in to the bylaw so developers have better confidence on approval outcomes. I can tell you from experience that we will move projects to nearby areas where we have confidence in our design and thus the permitting process and I'm sure residential project developers have the same view. It's silly to have no ceiling on height for each land use zone, or at least a guideline for what would constitute a routine review. Do better.

John



Jocelyn Baxter <jbaxter@didsbury.ca>

Pertaining to the passing of Bylaw 2026-08 "Public Space Neutrality Bylaw"

1 message

Evy J.D. [REDACTED]

Thu, Mar 26, 2026 at 12:52 AM

To: Commrelations@didsbury.ca

Cc: bmurray@didsbury.ca, rmurray@didsbury.ca, cengel@didsbury.ca, nquantz@didsbury.ca, wstevens@didsbury.ca, tlambert@didsbury.ca, imahon@didsbury.ca, clittle@didsbury.ca

To the elected officials of Didsbury,

I would like this included for the agenda materials in the next scheduled council meeting, as per the current time of 2026/26/03 at 12:51AM.

Didsbury has made national headlines through the distribution of a Canadian Press article through the Canadian Broadcasting Corporation, CTV News, and Global News.

The CBC's tagline states "Opponents say move is a step toward erasing voices of marginalized communities". CTV News and Global News opted to use a Canadian Press file photo of a pride crosswalk on Stephen Avenue in Calgary. The Albertan, who published their own story, did so with the headline "Didsbury council passes controversial neutrality bylaw for crosswalks, flags".

It is clear to me that Councillor Stevens' assertion was right. The perception of this bylaw is clearly far from neutral. And I'm fairly certain the intention of it is far from neutral too. Why else would discussion be so thoroughly limited, public opinion through correspondence be ignored, contact information be hard to source, a question period be instated only after the vote had concluded, and Mayor Little's physical absence from the council meeting surrounding this controversial bylaw all occur in quick succession? What this all tells me is that those who had voted 'yes', in other words, those who hadn't a case for nor against the bylaw and/or instead gish-galloped tangentially related information through talking about the discussion surrounding the bylaw instead of its contents, had their minds decided prior to even entering the third reading. I believe that the voices of our town matter and should be able to reach your eyes and ears with relative ease, given that you are our elected representatives. It is your job to reflect the values of your community. If 61% of correspondence you received advises against passing the bylaw, maybe reflect on that some before you arrive to a meeting already determined to follow through with it.

I also vie that tabled bylaws be publicly available, with ease, for public perusal. I could not find the contents of Bylaw 2026-08 in any manner which I, and many others, would have found until the third reading. As such, this allows for, as Mayor Little put it, "misinformation" to spread. If you stifle the discussion and make difficult the accessibility of public information, then rumours and speculation are obviously abound to propagate. It would be in the interest of everyone in town to implement systems of a similar manner to the Provincial Legislature and the House of Commons; where tabled bills are made publicly and readily accessible for general consult. And something that I just learned which irritates me, given the aforementioned inaccessibility of the town council itself and the bylaws which it presents, is that letters and emails need to be specified for inclusion within agenda packages. I have not found this stipulation anywhere. Whilst I believe the more obscene contents, which I would imagine include pejoratives and slurs, should be censored whilst the general contents of their letter remain unchanged, those who sent emails also deserve to be heard and seen. At least provide a notice on the contact form stating such a stipulation. Ideally, I believe this policy should be changed and letters be published unless said otherwise. In publications, it would be best for the interest of privacy of correspondents if the town were to censor last names, addresses, contacts, and other relevant personal information for public releases. That way people can more easily share their opinions with both the Council and public all whilst still having the choice to opt out of publication, maintaining a respectable degree of privacy, and mitigating the risks that expressing one's opinion may bring with it.

These practices, or the lack thereof, muddy the democratic process and undermine civil discussion in our town. With a matter as consequential and controversial as this, I had expected due process through and from the town council. I anticipated reprisals and rebuttals when noteworthy arguments, such as the cost of implementation or exclusion of indigenous iconography, were raised. In the apparent unpopularity of this bylaw, town council had decided to act in a way which I found unprofessional and undignified coming from elected representatives. I walked out of the council meeting frustrated with not only the bylaw, but the manner of conduct in which our town's officials have been engaging in. Democracy dies in darkness and acts like this dim the lights.

As for the legislation itself, it signals bad omens to our queer population. Whilst the parameters of the bylaw are limited to

a few sanctioned flagpoles and all street markings, it tells others nationwide that, so long as a euphemistic approach is used, that the acknowledgement of diverse peoples takes a backseat in our town. Visibility of the LGBTQ2SIA+ community, aboriginal persons, veterans, and active service members of the Canadian Armed Forces is an important factor in the recognition of civil and constitutional rights, contributions to this nation, treaty claims, and history.

Furthermore, I have failed to note any existing crosswalk designs of the Continental or Ladder design. Most on town roads are faded as it lies, but in my transit of our streets, which need fixing, I only see outlines to designate a crosswalk. I have not seen a single crosswalk which would be categorized as any of the two prescribed. With the passing of this bylaw and the irrational schedule of our weather, it seems a tall ask to repaint a sizable majority of crosswalks during this season in the entire breadth of Didsbury for such an arbitrary provision. But that's what Council wrote and then voted themselves into, I suppose. Given the amount of roadwork which needs to be done on residential streets, prioritizing the repainting of crosswalks to follow the guidelines seems fairly pointless and moot. But that's what the motion that was passed and the 30 day allowance details. If the Town fails to do so by the deadline, what are the repercussions?

And lastly regarding Bylaw 2026-08, why is its scope so narrow? Even if you are limiting it to the national, provincial, and municipal flags for the purposes of neutrality, which is at best arguable, why are there not exceptions for royal flags, federal civil organization flags, flags of the Canadian Armed Forces, flags of the Royal Canadian Legion, the flags of the Lieutenant Governors of the provinces, those of the Governor Generals of Canada, and other federally recognized national flags beyond the Maple Leaf? Would the de facto former flag of Canada, the Canadian Red Ensign, be considered "[t]he national flag of Canada"? What are the regulations regarding what qualifies as a municipal flag? What about nations that had existed before Canada, like those of the Métis Nation and Treaty 7 bands? The Métis Flag alone predates the Dominion of Canada by 52 years and the Maple Leaf flag by 150 years. There are many flags which this loosely worded legislation could directly relate to and many more which it outright ignores. It also says "[n]o person shall raise any flag on any flagpoles on Public Property" other than regulated banners. From a strict reading of it, should there be an event in the Town Council which requires aboriginal flags, pride flags, or even flags of the Canadian Cadet Organizations or the Canadian Armed Forces, they cannot be mounted onto flagpoles of any kind. The wording would explicitly prohibit held flagpoles, short flagpoles, and any others which you can think of within town property if they display anything but the poorly defined flags as detailed in the diatribe above in this paragraph.

Seeing as it poorly defines the flags which it, at a glance, explicitly prescribes, how does this work hand-in-hand with the previous framework? No flag other than those in Bylaw 2026-08 can be flown. The provisions in Bylaw 2026-08 are negating the presence of other flags that have, or presently do, fulfill the same purposes as the ones it lists. The previous framework would address these concerns on a case-by-case basis, allowing for the display of flags pertaining to aboriginal peoples, the recognition of national holidays like National Truth and Reconciliation Day, veteran's services, the Canadian Armed Forces, federal civil societies, international organizations like the Red Cross if for whatever reason they were in town, as well as other key organizations and movements on a domestic, national, and international level. Instead, this bylaw issues a blanket ban which causes less interaction with the town council on matters important to citizens that may raise such suggestions.

I also wish to bring it to your attention that, given the current political climate, displaying a Canadian flag could be interpreted as showing federalist sympathies whereas an Albertan flag can be interpreted as the same but for separatist ideations. I would go so far as to say that, considering the division that this bylaw has created, flying municipal emblems can be interpreted as being supportive of this excessive, redundant, poorly-defined, and ignorant bylaw. There is nothing neutral in the world of politics nor will there ever be. However in the pursuit for the unobtainable, why are these presently politically motivated elements of these flags not considered in the discussion of neutrality? Or their symbolism from an indigenous perspective? At its best, this seems misinformed and/or narrow-minded to me.

It is my hope that council gives Bylaw 2026-08, the "Public Space Neutrality Bylaw", the serious reconsideration which was evidently lacking prior to the third reading.

It took great effort to write this professionally given personal grievances surrounding the near-sighted proposal; shortcomings in how the town employed the democratic process; expected and unnecessary difficulties in the implementation of this bylaw; and how it personally affects my family, my friends, and me. Please make reaching out to have been worth my while this time.

With regards,
Evan Jacobs-Davis



Jocelyn Baxter <jbaxter@didsbury.ca>

Public Neutrality Bylaw

1 message

Marcus Riedner [REDACTED]

Tue, Apr 7, 2026 at 12:39 PM

To: commrelations@didsbury.ca, ecdev@mvcountry.com, legislative@didsbury.ca

Please include this letter as correspondence to Council in the next available Council agenda package.

Good Afternoon,

It is with deep frustration that I am writing this message about the approval of the so-called "neutrality" bylaw passed by council in March, 2026.

The overwhelming majority of correspondence at the time of the vote was against this policy. There was a strong minority council vote against proceeding, and multiple councilors expressed deep concerns over the ill timed and poorly conceived repercussions of the bylaw, including the very basics of cost to the town to implement and basic feasibility.

Clearly the council is acting in the best interests of personal agendas of councilors on this matter, not in the best interests of the community. Playing identity politics has no place in the operations of the town of Didsbury - we have enough concerns as is without council kicking up bad publicity and alienating members of our community with ridiculous policies like this. Our streets are crumbling, our businesses are failing, half the town doesn't have sidewalks, and council just opened up a can of worms requiring them to spend unknown thousands repainting all the crosswalks in town to meet the new bylaw. It is maddening.

The session where this was shoe-horned into place was a fiasco. The mayor was off in hiding somewhere, attending online, instead of facing the people he is affecting. Eye rolls and non-stop fumbling of procedures made the entire thing look like amature hour. It would be a circus, but it was so direly un-entertaining to watch our elected officials bumble around for hours. The impression given is that Council plans to speed-run democracy, do it in the cloak of darkness and in back rooms, institutionalize incompetence, and to hell with the electorate. So much for campaigns about transparency.

I would urge council to repeal the neutrality bylaw before it even starts implementation. At least on the grounds that the litany of concerns expressed by Councilor Quantz be addressed by proponents of this unfolding fiasco.

Regards,
Marcus Riedner
Deeply Concerned Community Member
[REDACTED]



Jocelyn Baxter <jbaxter@didsbury.ca>

Neutrality Bylaw

2 messages

Greg Norris [REDACTED]

Mon, Mar 16, 2026 at 3:55 PM

To: "commrelations@didsbury.ca" <commrelations@didsbury.ca>, "bmurray@didsbury.ca" <bmurray@didsbury.ca>, CAO- <msimpson@didsbury.ca>, Mayor - <clittle@didsbury.ca>, Curt Engel - <cengel@didsbury.ca>, Norm Quantz - <nquantz@didsbury.ca>, Will Stevens - <wstevens@didsbury.ca>, Troy Lambert - <tlambert@didsbury.ca>, Irwin Mahon - <imahon@didsbury.ca>, "rmurray@didsbury.ca" <rmurray@didsbury.ca>

Dear Mayor and Council,

I am sending this letter to Didsbury town council, care of CAO Michael Simpson. I would like it added to the public record, and the meeting package for March 24, if possible.

I wanted to share my concern about the proposed "Neutrality Bylaw" related to flags and crosswalks. This bylaw appears to be addressing a problem that does not currently exist in Didsbury. It risks creating unnecessary controversy while also taking council time and staff resources away from higher-impact priorities like housing, growth, and strengthening the community.

I'm also concerned about the reputational side of this. Didsbury sits in a competitive Calgary–Red Deer corridor where towns are constantly trying to attract residents, visitors, and investment. A bylaw like this could easily become part of a wider conversation beyond Didsbury, and once that happens the narrative is largely out of our control. Even if the intention is neutrality, many people will read between the lines and interpret it differently. Policies like this in other places have also shown how difficult it is to define "neutral" in practice. The definition is subjective, which can lead to ongoing arguments about what counts and what doesn't. Instead of reducing controversy, these bylaws often end up creating more complaints, more debate, and more administrative work.

There are also some practical economic considerations. Film and television productions tend to prioritize communities that feel welcoming and low-controversy because they want to avoid reputational risk. Location managers usually have many Alberta communities to choose from, and policies that feel restrictive or politically charged can make a town look "high-maintenance." When productions choose other communities, that short-term local spending goes with them. Once a place develops a reputation for being politically contentious, it becomes harder to market it as film-friendly or broadly welcoming. That's not a reputation I think most residents want for Didsbury.

I also recognize that Council has limited time and many important issues to focus on. From housing and economic development to infrastructure and community growth, there are a number of priorities that will have a tangible impact on residents' day-to-day lives. I would hate to see time and energy spent on a policy that ultimately does little to improve those outcomes.

More broadly, preventing inclusion is still a choice, even when framed as neutrality. A policy like this sends a message whether intended or not, and that message tends to outlive the debate that created it. Given that this issue was not a major concern raised during the recent election campaign, I believe this bylaw risks becoming a distraction from the work of helping Didsbury grow and prosper.

For these reasons, I encourage Council to reconsider pursuing the bylaw and instead focus on initiatives that build community, strengthen trust, and help Didsbury continue moving forward.

I would welcome the opportunity to hear more about Council’s thinking on the issue.

Thank you for your time and consideration.

Sincerely,
Greg Norris



Greg Norris [Redacted] Mon, Apr 6, 2026 at 8:22 AM
To: "commrelations@didsbury.ca" <commrelations@didsbury.ca>, "bmurray@didsbury.ca" <bmurray@didsbury.ca>, CAO-
<msimpson@didsbury.ca>, Mayor - <clittle@didsbury.ca>, Curt Engel - <cengel@didsbury.ca>, Norm Quantz -
<nquantz@didsbury.ca>, Will Stevens - <wstevens@didsbury.ca>, Troy Lambert - <tlambert@didsbury.ca>, Irwin Mahon -
<imahon@didsbury.ca>, "rmurray@didsbury.ca" <rmurray@didsbury.ca>

Dear Mayor and Council,

I am sending this letter to Didsbury town council, care of CAO Michael Simpson. I would like it added to the public record, and the meeting package for the next council meeting.

As a resident who submitted correspondence opposing the neutrality bylaw, I am concerned that I have received no reply from Council. My letter, along with many others expressing opposition, was included in the March 24 meeting package, giving Council ample opportunity to review and respond to these concerns. Despite this, I have received no acknowledgement or engagement regarding my submission. This lack of direct communication raises questions about accountability and the value placed on resident input, particularly given that Council members campaigned on a platform of transparency.

I also wish to acknowledge that some correspondence and public comments opposing the bylaw included harassment directed at Town staff. While such behavior is entirely unacceptable, it does not diminish the broader concern that the perspectives of residents who provided thoughtful feedback were not meaningfully considered.

Additionally, I understand that some correspondence submitted in support of the bylaw may have included homophobic or otherwise hateful language. While I cannot independently confirm this, it has not been reflected in media coverage and it suggests that harmful and divisive language was present on both sides of the discussion, further underscoring the need for careful Council leadership and handling of public engagement.

Also, during the March 24 meeting, I observed the Mayor, participating via Zoom, display unprofessional behavior while members of the public spoke against the bylaw. Specifically, he rolled his eyes multiple times and visibly scoffed at residents’ comments. This behavior, recorded in the public meeting, is inconsistent with the standards of professionalism expected of elected officials and undermines trust in Council’s commitment to respectful and impartial engagement. I am able to provide timestamps of these observations if required.

Given these circumstances, I respectfully request that Council:

1. Acknowledge and respond directly to residents whose correspondence was submitted to the March 24 meeting, including my letter, and clarify how public input opposing the bylaw was considered prior

to its passage.

- 2. Outline steps Council will take to ensure professionalism and respectful engagement during all public meetings.
- 3. Reaffirm its commitment to transparency in decision-making and public engagement, consistent with the platform on which Council members were elected.

I am submitting this letter to be added to the official record to ensure accountability and transparency. Maintaining open, professional, and responsive governance is essential for public trust and for Didsbury to remain an inclusive, welcoming community.

Sincerely,
Greg Norris



From: Greg Norris 

Sent: March 16, 2026 3:55 PM

To: commrelations@didsbury.ca <commrelations@didsbury.ca>; bmurray@didsbury.ca <bmurray@didsbury.ca>; CAO- <msimpson@didsbury.ca>; Mayor - <clittle@didsbury.ca>; Curt Engel - <cengel@didsbury.ca>; Norm Quantz - <nquantz@didsbury.ca>; Will Stevens - <wstevens@didsbury.ca>; Troy Lambert - <tlambert@didsbury.ca>; Irwin Mahon - <imahon@didsbury.ca>; rmurray@didsbury.ca <rmurray@didsbury.ca>

Subject: Neutrality Bylaw

[Quoted text hidden]



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister
MLA, Peace River

April 2, 2026

I am pleased to share that today, our government introduced Bill 28 the Municipal Affairs and Housing Statutes Amendment Act, 2026. Bill 28 makes amendments to the *Municipal Government Act* to modernize municipal rules, improve clarity and consistency, and strengthen service delivery.

Rather than addressing issues piecemeal, Alberta's government is proposing a single, comprehensive package of changes that reflects how interconnected municipal systems are. The proposed amendments are organized around five themes:

- growth and housing – *how communities expand*;
- assessment and property tax – *how services are paid for fairly*;
- governance and accountability – *who is responsible and to whom*;
- municipal transparency – *how municipalities make decisions and operate day to day*, and
- public institutions – *how essential public services are governed and protected*.

Together, these five themes form a coherent approach to modernizing municipal legislation, solidifying local governance, and supporting communities across Alberta.

Growth and Housing

The proposed changes will accelerate construction to build more homes faster by improving transparency, reducing red tape, and lowering development costs by:

- clarifying the application of off-site levies; and
- requiring permit timeline reporting to be posted on municipal websites.

Also included are amendments related to “Automatic Yes” frameworks, which will allow municipalities to fast-track low-risk development permits, increasing predictability for builders and helping accelerate housing construction across Alberta. Future regulation will build on this work by restricting particular non-statutory studies in the development process to further streamline approvals.

In addition, charter schools will be treated consistently with other publicly funded schools by enabling access to municipal and school reserve land, supporting parental choice in education.

The proposed changes would also allow the Minister of Municipal Affairs to set requirements for community design codes that municipalities may choose to adopt, helping streamline approvals for developments that meet established land-use and design standards while preserving local decision-making.

.../2

Assessment and Property Tax

The proposed legislative amendments will implement some of the decisions from the recently completed policy phase of the Assessment Model Review. These decisions will lay the foundation to modernize the regulated property assessment system and promote fairness for municipalities and industries by:

- clarifying the rules that determine which costs are assessable, which will improve consistency and reduce assessment appeals;
- enabling greater use of standardized rates for regulated properties, which will increase predictability and efficiency of assessment;
- applying penalties to property owners who fail to report timely property information; and
- establishing a regular cycle for review of assessment models.

More details about the outcomes of the policy phase of the Assessment Model Review are being sent to you under separate cover.

Using the updated rules and policies, new models for assessing individual types of regulated properties will now be developed to better reflect current costs, technology and construction practices. The work for this next phase of the Assessment Model Review will be undertaken over the next two years, and will continue to involve significant input from municipal, industry and assessment stakeholders.

In addition, the proposed amendments will prevent municipalities from taxing Albertans on similar homes differently based solely on whether or how they are occupied.

Governance and Accountability

Alberta's government is proposing to strengthen accountability and integrity in local government by creating a provincial councillor accountability framework. The framework will govern issues such as pecuniary interest, unauthorized use of municipal assets, disclosure of confidential information, egregious behaviour, threatening behaviour and improper use of influence.

Under the proposed framework, complaints will be investigated by an independent third-party, ensuring impartial, timely resolution of issues before they escalate, and a roster of commissioners will be appointed by the province to hear appeals.

In addition, proposed changes will update the process for viability reviews by making the vote of electors a plebiscite (non-binding vote) with final decisions on dissolution at Cabinet's discretion. This will apply to viability reviews that are already underway where a vote of electors has not yet occurred, as well as any future reviews.

Municipal Transparency

The proposed changes will improve transparency by requiring municipalities to publicly disclose the salaries of municipal staff above a specified threshold, aligning practices with other public sector disclosure standards.

In addition, proposed changes will allow rural, small urban, and specialized municipalities to show policing costs as a separate line on property tax notices, improving transparency for residents.

.../3

A province-wide framework for councillor information requests, requiring timely access to readily available information and consistent sharing of broader information with all councillors will strengthen councils' ability to govern effectively and make informed decisions. Councils will also be able to adopt local policies to manage significant information requests in a practical, sustainable way.

The proposed changes will also modernize governance and operations of Business Improvement Areas, including flexibility for interim appointments, electronic notifications, and in-year budget changes, to reduce red tape, improve flexibility and help commercial districts stay vibrant and responsive to local needs.

Public Institutions

The proposed amendments will clarify how municipalities govern and oversee municipal public utilities, establishing that municipalities may be required by regulation to transfer control and operations of a municipal public utility to a public utility entity, such as a regional services commission or a municipally controlled corporation.

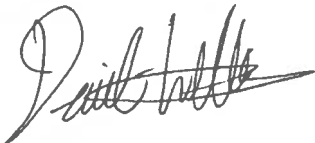
I invite you to read Bill 28. A copy of the bill can be found here:

<https://www.assembly.ab.ca/assembly-business/bills/bill?billinfoid=12124&from=bills>

Additional information about the proposed amendments is also available here:

<https://www.alberta.ca/modernizing-municipal-legislation-across-the-province>

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Williams', with a stylized flourish at the end.

Dan Williams, ECA
Minister of Municipal Affairs



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Peace River

AR121809

April 1, 2026

Dear Chief Elected Officials:

Municipal Affairs has been working collaboratively in recent years with industry representatives, professional assessors, and municipal partners to modernize Alberta's regulated property assessment framework through the Assessment Model Review (AMR). One important phase of this work has now been completed, and I am pleased to share policy updates that aim to simplify rules, reduce uncertainty, and improve consistency, transparency, and fairness across the system.

Most regulated property assessment models covering wells, pipelines, telecommunications systems, electric power systems, machinery and equipment, and railways, were last updated in 2005. As you may be aware, the last time the assessment models were reviewed in 2020, government opted not to proceed with proposed changes.

Based on a renewed engagement process designed by stakeholders, the AMR process re-launched in March 2024 with a review of the foundational policies that guide Alberta's regulated assessment system. These policy updates are a major milestone and set the stage for the next phase.

Key decisions include:

- standardizing assessment rates, where feasible, to make assessments more predictable;
- updating assessment models on a regular schedule to reflect changes in technology and construction practices;
- setting more consistent rules by clarifying when construction is considered finished for purposes of assessment, making sure actual construction costs are included with tightly-defined exclusions, and creating a provincial benchmark to fairly adjust labour-related construction costs in remote areas; and,
- introducing penalties for owners who do not provide required assessment information on time.

The rules will be effective for the 2027 tax year, and will apply to facilities built or expanded after that date. These rules will also be applied in the development of updated assessment models for each individual regulated property type as they are reviewed. Accordingly, we do not expect there to be significant assessment changes in 2027 and 2028 resulting from these policy changes.


.../2

Looking ahead, through the next phase of the AMR, we will continue to work with stakeholders to update the assessment models – the rules, rates and procedures for determining valuation – for individual regulated property types. These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue.

Your municipality will be directly engaged on the overall results of the AMR and the potential impacts of updated assessments. This is an upcoming phase of the AMR process; engagement will focus on implementation of these policy changes. The final decision by government on any changes to assessment models is expected to occur in late 2028.

Attached is a fact sheet summarizing the policy changes, and a frequently asked question document for your use. I look forward to continuing to work with you and your municipal associations on this important initiative.

Sincerely,



Dan Williams, ECA
Minister of Municipal Affairs

Attachment:

1. Fact sheet
2. Frequently Asked Questions

cc: Chief Administrative Officers

Frequently asked questions

Assessment Model Review – Policy Changes

Municipal Affairs is updating the rules that govern regulated property assessments in Alberta as part of the Assessment Model Review. These amendments reflect the input of municipalities, industry, and professional assessors, and aim to simplify rules, reduce ambiguity in interpretation and improve consistency, transparency, and fairness.

Why do assessment models need to be updated now?

Many regulated property types have changed substantially since the last major updates in 2005.

Construction methods, materials, and costs have evolved significantly, and models must reflect current industry practices.

New technologies in several sectors are not recognized or costed in existing models.

Modernizing the models improves fairness, consistency, and transparency in how industrial property is valued.

Updated models ensure clearer rules and valuations that better reflect how today's industrial assets are built and operated.

Which properties are expected to be impacted by the policy changes?

The policy changes are expected to impact regulated property, which includes telecommunications and cable, railways, electric power systems wells, pipelines, and machinery and equipment.

Can you outline the policy changes being implemented and what they are meant to address?

These changes are intended to modernize and reduce ambiguity by clarifying definitions, improving transparency, and aligning assessment rules with current practices.

Clarified rules will allow new assessment models to be developed for each regulated property type. Key policy changes that are being implemented include:

- standardizing assessment rates, where feasible, to make assessments more predictable.
- updating assessment models on a regular schedule to reflect changes in technology and construction practices.
- setting more consistent rules by clarifying when construction is considered finished for purposes of assessment, making sure actual construction costs are included, and creating a

provincial benchmark to fairly adjust labour related construction costs in remote areas; and

- introducing penalties for owners who do not provide required assessment information on time.

Who was consulted and how were they engaged before these policy changes were implemented?

Since 2022, Municipal Affairs has worked collaboratively with a Steering Committee of industry representatives, professional assessors, and municipal partners including Rural Municipalities of Alberta (RMA) and Alberta Municipalities, to modernize Alberta's regulated property assessment framework through the Assessment Model Review.

The recent policy updates reflect their contributions and aim to simplify rules, reduce uncertainty, and improve consistency, transparency, and fairness across the system.

How will these changes affect the tax burden for industry and municipalities?

The first stage of the Assessment Model Review was focused on modernizing the system's principles and foundational policies while providing directions to stakeholders on how the assessment system will function ahead of the next stage.

The updated rules will be effective for the 2027 tax year and will apply to facilities built or expanded after that date, as well as to the assessment models for individual regulated property types as they are developed.

Municipal Affairs does not expect significant assessment changes in the 2027 and 2028 tax years resulting from these policy changes.

How will the transition to new rules work?

The updated rules will be effective for the 2027 tax year and will apply to facilities built or expanded after that date, as well as to the assessment models for individual regulated property types as they are developed.

This avoids retroactive changes and provides a predictable transition for property owners.

What are the next steps following these policy changes?

Over the next few years, Municipal Affairs will continue to work with stakeholders to update the assessment models – the rules and procedures for determining the valuation – for individual regulated property types.

These reviews will be followed by broad and direct engagement with municipalities and industry to consider the impacts of the new assessment models on revenue.

The final decision by government on implementation of any changes to assessment models is expected to occur in late 2028.

Why does Alberta use a regulated assessment standard based on construction costs instead of market value standard like residential assessments?

Alberta uses a regulated assessment standard to ensure uniformity and equity across municipalities, especially for complex industrial properties where comparable market data is limited or unreliable.

The cost-based approach avoids market fluctuations and provides a stable valuation for municipalities and property owners and reduces the risk of sudden shifts in property values.

Assessment Model Review

Policy Updates – March 2026

Overview

Municipal Affairs is updating the policies that govern regulated property assessments in Alberta as part of the ongoing Assessment Model Review. The changes aim to simplify rules, reduce ambiguity, and improve consistency and fairness of assessments. These updated policies reflect the input of municipalities, industry, and professional assessors.

Clearer rules and standardized assessment practices will improve transparency and predictability, while helping reduce disputes and assessment appeals. The updated system balances the needs of municipalities and industry by applying consistent approaches across regulated property types.

Assessment Models

Clarifying the foundational policies governing the assessment system allows the Assessment Model Review to move to its next phase: updating assessment models to better align with current practices, infrastructure, and technology.

Assessment models are the rules and procedures that determine how each type of regulated property is valued for property taxation purposes. The models for most types of regulated property, including wells, pipelines, telecommunications systems, electric power systems, machinery and equipment, and railways, were last updated in 2005.

Key Changes

Standardization

Standardized rates will be prepared and used wherever feasible and these rates will be developed for new property types where they do not currently exist, such as solar installations, and for existing properties where there are typical configurations of multiple components, such as wellsites. If it is unfeasible to calculate a standardized rate, site-specific reported costs will continue to be used.

The modernization and expansion of standardized rates will improve the consistency and efficiency of assessments, while providing municipalities and property owners with greater predictability.

Assessment Rules for Construction Costs

Regulated assessment is based on construction costs, and these policy updates have clarified which construction costs are assessable.

Construction will be considered complete when physical construction ends, and the assessment will not include pre-construction expenditures or post-build commissioning costs.

Most actual construction costs will be included in the assessment, reflecting the owner's capital investment in the asset. Exclusions will be tightly defined, focusing on costs due to extraordinary events and mandatory safety requirements, for example.

A provincial benchmark will be created to fairly adjust labour-related construction costs in remote areas.

These changes reduce ambiguity and align assessments with actual costs. They clarify rules for stakeholders, reduce complaints, limit subjective claims, and improve comparability and equity across properties, including those in remote areas.

Depreciation

When updated assessment models are developed, they will continue to include both a ceiling and floor limit for depreciation of machinery and equipment under Schedule C of the assessment formula.

This incentivises up-front capital investment by industry and supports long-term revenue in later years for municipalities. It provides scope clarity for assessment model development, reducing stakeholder uncertainty.

Specific assessment models for mature oil and gas assets will be developed as part of the next phase of the model review. Depreciation curves and other factors will be updated to better reflect the characteristics of these assets.

Reporting Consequences

Assessed persons may receive an administrative penalty (fine) when mandatory reporting is not provided to an assessor within 60 days of a formal request.

In these cases, the property owner will also lose the ability to appeal the assessment to the Land and Property Rights Tribunal.

This will improve assessment accuracy and fairness, boost reporting and legislative compliance, and encourage proactive property owner disclosure.

Review Schedule

Following the current Assessment Model Review, models will be updated on a regular, predetermined schedule (e.g., one to two property types a year) with each property type reviewed on a five-year cycle.

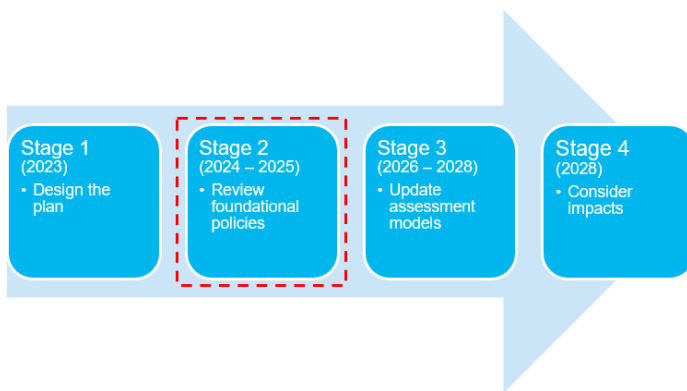
This change keeps assessment models current, captures modern technologies and construction practices, and reduces system shock resulting from delayed updates or overly broad changes.

Transition Rules

These policy changes will take effect on January 1, 2027, and will apply to new facilities assessed on a reported cost basis; assessments for existing major facilities will remain unchanged. The new rules will be applied to assessment models, including standardized rates, as they are updated in the next phase of the Assessment Model Review.

AMR Timeline

These changes mark the end of the policy review stage and move the Assessment Model Review forward into the next phase, which focuses on individual model reviews.



Next Steps

Updates to legislation and regulation to reflect these policy decisions are expected in spring 2026.

Municipal Affairs will work with industry, municipal and assessment stakeholders to begin reviews of the assessment models for individual regulated property types in 2026.

Resources

Stakeholders can follow the progress of the AMR on the at [Assessment Model Review engagement | Alberta.ca](https://www.alberta.ca/assessment-model-review-engagement)

Contact us

For inquiries during the AMR process, please contact the AMR Team toll-free by first dialing 310-0000, then 780-422-1377, or at ma.amr@gov.ab.ca.



Return this completed form, or financial review, signed by your financial reviewer along with your budget and your signed grant application form by mail or email to:

**Alberta Municipal Affairs
Public Library Services Branch
17th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
libgrants@gov.ab.ca**

Financial reporting requirements are set out in Sections 6 and 12.2 of the *Libraries Act*:

<https://www.alberta.ca/provincial-public-library-legislation-and-policies.aspx>

2025 Statement of Receipts and Disbursements

Original or digital copies are accepted

Financial Review

For the: TOWN OF DIDSBURY _____
Legal name of library board*

*The name must match the legal library board name on the grant application form

To be completed by the person/firm approved by municipal council as financial reviewer (as per section 6 or 12.2 of the *Libraries Act*), not a library board member or staff member.

Print Name: Margo E. Ward

Signature: *Margo E Ward*

Date: March 3, 2026

RECEIPTS FOR YEAR		Reporting Period 2025
Cash balance at beginning of year, January 1		
01	Cash on hand	\$125.00
02	Total in current bank accounts	\$29,199.57
03	Total in savings accounts	\$171,292.49
04	Term deposits	
05	Other committed funds (e.g. trust funds and bequests)	\$1,535.26
06	TOTAL OPENING CASH ON HAND (add lines 01 to 05)	\$202,152.32
Government contributions		
07	Local appropriation (Cash transfer from your municipality for operations)	\$276,866.87
08	Provincial library operating grant (Do not combine with other provincial funding)	\$38,501.00
Other government contributions		
09	Cash transfer(s) from <u>neighbouring municipality(ies)</u> (e.g., town, county, M.D)	
10	Cash transfer from <u>neighbouring municipality's library board</u>	
11	Cash transfer from <u>library system</u> (e.g., Library Services Grant)	\$13,176.80
12	Cash transfer from improvement district/summer village	
13	Cash transfer from school board, FCSS	\$5,876.00
14	Employment programs (e.g., Canada Summer Jobs, Young Canada Works)	\$11,592.96
15	Additional grants from other government agencies (e.g., CFEP, CIP) (please list):	
15a	Red Deer Polytechnic & Canada Post Community Foundation	\$6,500.00
15b	CALP	\$11,181.41
15c	Government of Alberta Culture Days	\$4,500.00
Other grants (non-government)		
16	Grants from non-government agencies (e.g., businesses/corporations, charities, community organizations, recreation boards) (please list):	
16a		
16b		
16c		
16d		
16e		
Other revenue		
17	Fundraising and donations (e.g. book sales, coffee sales, bequests)	\$22,582.67
18	Friends of the Library donations or contributions	\$14,782.34
19	Fees and fines	
19a	Card fees (incl. non-resident fees)	
19b	Fines (incl. overdues, lost/damaged book reimbursements)	\$1,086.55
20	Program revenue	\$161.43
21	Room rentals	
22	Other service revenue (e.g. photocopying, faxing, contracts, exam proctoring)	\$6,441.11
23	GST rebate	\$1,974.79
24	Interest and dividends	\$2,143.22
25	Transfers from reserve accounts	
26	Other income (please list):	
26a		
26b	Coupons & Rebates	\$1,203.17
26c		
26d		
27	TOTAL CASH RECEIPTS (add lines 07 to 26)	\$418,570.32
28	TOTAL CASH TO BE ACCOUNTED FOR (add lines 06 and 27)	\$620,722.64

CASH DISBURSEMENTS FOR YEAR		Reporting Period 2025
Staff		
29	Salaries, wages and benefits (incl. WCB, etc.)	\$288,539.84
30	Honoraria (library volunteers)	
31	Staff professional development (incl. travel and hospitality)	\$243.79
32	TOTAL STAFF EXPENSE (add lines 29 to 31)	\$288,783.63
Library resources		
33	Physical materials (incl. periodicals and non-print materials; <u>do not</u> include money transferred to your library system for book purchases, that info goes on line 58)	\$15,048.83
34	Digital resources (i.e., e-content)	\$5,656.93
35	TOTAL LIBRARY RESOURCES (add lines 33 and 34)	\$20,705.76
Administration		
36	Audit and/or annual financial review	\$525.00
37	Board expenses (incl. honoraria, travel, course and conference fees)	\$138.07
38	Equipment rentals and maintenance	
39	Contracts and fees for services (e.g., bookkeeping, IT services, professional fees)	\$22,261.35
40	Bank charges	\$202.77
41	Library and office supplies (incl. binding & repair, printing and copier supplies)	\$3,645.22
42	Association memberships (e.g., ALTA, LAA, AALT)	\$250.00
43	Postage and box rental	\$184.38
44	Program expenses (incl. publicity/advertising, equipment rental, artist fees)	\$9,872.66
45	Fundraising expenses	
46	Security expenses	\$396.00
47	Telephone and internet	\$563.66
48	Software and licenses (e.g., QuickBooks, Office365 for staff, gate counter software)	
49	GST	\$2,899.57
50	Other expenses (please list):	
50a	Cash over/short	\$119.82
50b		
50c		
50d		
51	TOTAL ADMINISTRATION EXPENSE (add lines 36 to 50)	\$41,058.50
Building costs		
52	Insurance	\$3,204.00
53	Janitorial and maintenance (i.e., janitorial service/supplies, maintenance and minor repairs to building and grounds)	\$1,674.84
54	Utilities	\$11,165.74
55	Occupancy costs (i.e., the board's share of utilities/janitorial in joint-use buildings)	
56	Rent	
57	TOTAL BUILDING EXPENSE (add lines 52 to 56)	\$16,044.58

CASH DISBURSEMENTS FOR YEAR (cont'd)		Reporting Period 2025
Transfer payments		
58	Transfer to other library boards (Please specify boards: may include transfers to other municipal/intermunicipal library boards or library system boards for the material allotment/levy and other library system charges)	
58a		
58b		
58c		
58d		
58e		
58f		
59	Contract payments to library societies (please list):	
59a		
59b		
59c		
59d		
60	TOTAL TRANSFER PAYMENTS (add lines 58 and 59)	
61	TOTAL OPERATING EXPENDITURE (add lines 32, 35, 51, 57, 60)	\$366,592.47
62	Loan interest and payments	
63	Transfer to other accounts (e.g., capital, operating reserves)	
Capital expenditures		
64	Building repairs and renovations (e.g., roof, carpet, partitions)	
65	Furniture and equipment	\$4,245.23
66	Computer hardware (e.g., desktop computers, printers)	\$816.13
67	Other (please list):	
67a		
67b		
68	TOTAL CAPITAL EXPENDITURE (add lines 64 to 67)	\$5,061.36
69	TOTAL CASH DISBURSEMENTS (add lines 61, 62, 63, 68)	\$371,653.83

Cash balance at end of reporting year		
70	Cash on hand	\$125.00
71	Total in current bank accounts	\$85,254.23
72	Total in savings accounts	\$165,780.36
73	Term deposits	
74	Other committed funds (e.g., trusts and bequests, reserves, capital)	(\$2,090.78)
75	TOTAL CASH ON HAND (add lines 70 to 74)	\$249,068.81
76	TOTAL CASH ACCOUNTED FOR (add lines 69 and 75)	\$620,722.64

Summary of cash receipts and disbursements statement

For the year ended December 31, 2025

	Reporting Period 2025
Total cash receipts for the year (from line 27)	\$418,570.32
SUBTRACT Total cash disbursements for the year (from line 69)	\$371,653.83
Net cash increase or (decrease) from operations	\$46,916.49
ADD Total opening cash on hand and in bank (from line 6)	\$202,152.32
TOTAL CLOSING CASH ON HAND AND IN BANK (this should match line 75)	\$249,068.81

Please continue on to page 7 if your municipality made any payments on behalf of the library board.

Please have the Municipal Administrator fill out page 7.



Jocelyn Baxter <jbaxter@didsbury.ca>

Resignation

Sterling [REDACTED]
To: jbaxter@didsbury.ca

Fri, Apr 10, 2026 at 9:38 AM

Good morning.

After much consideration, I have decided to resign my position with DEDAC

Although I have not been available for the last 3 meeting due to a family concern, I would like to thank the committee members for their time volunteering to attend these meetings and allowing me to have been a part of it for the last two years.

Again, thank you and I wish the committee success moving forward.

Sincerely,

Sterling T
West of 22 Productions Inc.

A man will fight many battles, but few victories he will call his own.
Unknown