



TOWN OF DIDSBURY AGENDA
Regular Council Meeting
Tuesday, June 25, 2024, 6:00 pm
Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
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	12.1 Didsbury Five-0 Club - as per Section 16 of the FOIP Act	
	12.2 2134 22 Street Land Appraisal - as per Section 16 and 25 of the FOIP Act	
	12.3 Final Stretch Workshop Follow up - as per Section 23 and 24 of the FOIP Act	
	12.4 Personnel - as per Section 24 of the FOIP Act	
	12.5 Special Purpose Committee Update - as per Section 23 of the FOIP Act	
	12.6 Code of Conduct Complaint 2024-01 – as per Section 17 and 23 of the FOIP Act	
	12.7 Code of Conduct Complaint 2024-02 – as per Section 17 and 23 of the FOIP Act	
	12.8 Service Level Update - as per Section 24 of the FOIP Act	
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: June 25, 2024
SUBJECT: Presentation of the Town of Didsbury High School Scholarship
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the June 11, 2024 Regular Council Meeting, Council awarded the 2024 Town of Didsbury High School Scholarship to Henry Bommarito-Framarin.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The recipient will be present to receive their scholarship funds and certificate of recognition from Council.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

That Council congratulate Henry Bommarito-Framarin on being awarded the Town of Didsbury High School Scholarship and wish him well in his upcoming post-secondary education.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Mountain View Arts Society
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

In February, the Mountain View Arts Society received approval of a mural concept with detailed design drawings to a building in the downtown core.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Members of the Mountain View Arts Society will be giving Council an update regarding the mural and the changed location of the artwork.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To accept the presentation of the Mountain View Arts Society mural project as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: June 11, 2024 Regular Council Meeting
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the June 11, 2024 Regular Council Meeting are being presented to Council for their review and approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the Minutes as presented or amended.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To adopt the June 11, 2024 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury Regular Council Meeting held on
Held on June 11, 2024 in Council Chambers 1606 14 Street
Commencing at 600 p.m.**

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

Administration Present Chief Administrative Officer, Ethan Gorner
ACAO/Chief Financial Officer, Amanda Riley
Manager of Legislative Services/Recording Officer, Luana Smith
Municipal Intern, Jocelyn Baxter

1. CALL TO ORDER

Mayor Hunter Called the June 11, 2024 Regular Council Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Add Closed item 12.6 Service Level Update

Res. 364-24

MOVED by Councillor Baswick

To adopt the June 11, 2024 Regular Council Meeting Agenda as amended.

Motion Carried

3. DELEGATIONS/PRESENTATIONS

3.1 Didsbury Curling Rink - Community Partnership Projects Application

Res. 365-24

MOVED by Councillor Williams

To refer the Community Partnership Project application from the Didsbury Curling Club to the Service Level Committee for review and recommendation to Council.

Motion Carried

4. ADOPTION OF MINUTES

4.1 May 28, 2024 Regular Council Meeting Minutes

Res. 366-24

MOVED by Deputy Mayor Engel

To adopt the May 28, 2024 Regular Council Meeting Minutes as presented.

Motion Carried

4.2 June 4, 2024 Special Council Meeting Minutes

Res. 367-24

MOVED by Councillor Williams

To adopt the June 4, 2024 Special Council Meeting Minutes as presented.

Motion Carried

5. PUBLIC HEARINGS – *no public hearings*

6. REPORTS

6.1 Council Reports for June 11, 2024

Res. 368-24

MOVED by Councillor Moore

To accept the Council Reports for June 11, 2024 as information.

Motion Carried

6.2 Chief Administrative Officer (CAO) Report for June 11, 2024

Res. 369-24

MOVED by Councillor Baswick

To accept the Chief Administrative Officer Report for June 11, 2024 as information.

Motion Carried

Res. 370-24

MOVED by Councillor Windsor

To bring back an update on the Didsbury Five-0 Club Building renovations and maintenance and repairs.

Motion Carried

7. BYLAWS & POLICIES

7.1 Bylaw 2024-07 Water Conservation Bylaw

Res. 371-24

MOVED by Councillor Windsor

To grant first reading to Bylaw 2024-07 Water Conservation and refer it to the Policy and Governance Committee for review and recommendation.

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

Motion Carried

7.2 Bylaw 2024-08 Recreation Rates and Fees

Res. 372-24

MOVED by Deputy Mayor Engel

To grant first reading to Bylaw 2024-08 - Recreation Rates and Fees and refer it to the Financial Planning Committee for review and recommendation.

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

Motion Carried

7.3 Committees Bylaw 2024-09 Amending Committees of Council Bylaw 2023-20

Res. 373-24

MOVED by Councillor Williams

To grant first reading to Bylaw 2024-09 Committees of Council and refer it to the Policy and Governance Committee for review and recommendation.

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

Motion Carried

7.4 Bylaw 2024-10 Filming Rates and Fees

Res. 374-24

MOVED by Councillor McCoy

To grant first reading to Bylaw 2024-10 Filming Rates and Fees and refer it to the Financial Planning Committee for review and recommendation.

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

Motion Carried

8. BUSINESS

8.1 Selection of Art Banners

Res. 375-24

MOVED by Deputy Mayor Engel

To approve the art banner selections as discussed.

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

Motion Carried

Res. 376-24

MOVED by Councillor Moore

That Mayor Hunter on behalf of Council send letters of congratulations to those whose art work was chosen and a letter of thanks to those who put in a submission, but was not chosen.

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

Motion Carried

8.2 2024 Community Grant Program Recommendations

Res. 377-24

MOVED by Councillor Moore

To approve the 2024 Community Grant Funding recommendations as presented.

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

Motion Carried

8.3 Didsbury Curling Rink - Service Levels

Res. 378-24

MOVED by Councillor McCoy

To approve to continue with the current use agreement model for the Didsbury Curling Club.

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

Motion Carried

8.4 Service Level Committee Recommendation on Residential Parking Concerns

Res. 379-24

MOVED by Councillor McCoy

To accept the Service Level Committee’s recommendation regarding residential parking concerns as information, and that the complainant be followed up with a letter

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

Motion Carried

Res. 380-24

MOVED by Councillor Windsor

That the complainant be followed up with a letter from the Mayor and Administration expressing the decision of Council to not pursue any further action.

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

Motion Carried

8.5 Service Level Committee Recommendation - Facility Closures

Res. 381-24

MOVED by Councillor McCoy

To approve the 2024 Planned Facility Closures and that Administration to develop a draft facility closures policy and, that further, discussion regarding Friday noon hour openings be referred to the Pre-summer Visioning Workshop on June 24, 2024.

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

Motion Carried

8.6 Mountain View Seniors' Housing Foundation - 14th Annual Charity Golf Classic

Res. 382-24

MOVED by Councillor Baswick

To approve a sponsorship to the Mountain View Seniors' Housing 14th Annual Charity Golf Classic as a Silver Sponsor in the amount of \$1500, to be funded from the Council Public Relations Budget.

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

Motion Carried

Res. 383-24

MOVED by Councillor Williams

To approve to allocate up to \$1000 to the Council Public Relations Budget for the purchase of swag items.

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

Motion Carried

8.7 CAEP Strategic Sector Committee - Follow-up

Res. 384-24

MOVED by Councillor Baswick

To accept the follow-up to the CAEP Strategic Sector Committees as information and approve Councillors McCoy and Williams nomination to the CAEP Strategic Sector Committees.

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

Motion Carried

9. CORRESPONDENCE & INFORMATION – no correspondence

10. COUNCIL MEETING HIGHLIGHTS

- Curling Club Presentation
- Curling Rink - Service Level
- Community Grant Application
- Recreation Rates & Fees Bylaw
- CAO Report – Financial Reports
- Filming Rates & Fees Bylaw

11. QUESTION PERIOD

12. CLOSED MEETING

Res. 385-24

MOVED by Councillor

To go into Closed Meeting at 7:26 p.m. for the following items:

- 12.1 Special Purpose Committee Update - as per Section 23 of the FOIP Act
- 12.2 Awarding of the DHS Scholarship - as per Section 17 of the FOIP Act
- 12.3 Mountain View County Correspondence on the ICF Master Agreement Timeline Extension - as per Section 21 of the FOIP Act
- 12.4 Lagoon Lands Update - as per Section 24 and 25 of the FOIP Act
- 12.5 Final Stretch Workshop Follow-up - as per Section 23 and 24 of the FOIP Act
- 12.6 Service Level Update

Motion Carried

13. RECONVENE

Res. 386-24

MOVED by Councillor Williams

To return to Open Meeting at 9:10 p.m.

Motion Carried

Res. 387-24

MOVED by Councillor Windsor

To direct the Special Purpose Committee to obtain clarification as discussed.

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

Motion Carried

Res. 388-24

MOVED by Councillor Moore

To approve the awarding of the Didsbury High School Scholarship to Henry Bommarito-Framarin in the amount of \$2,000 and invite them to the June 25th Regular Council Meeting for recognition.

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

Motion Carried

Res. 389-24

MOVED by Deputy Mayor Engel

To approve the ICC members to carry forward information to the next Intermunicipal Collaborative Committee as discussed.

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

Motion Carried

Res. 390-24

MOVED by Councillor McCoy

To accept the Lagoon Lands Update as information.

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

Motion Carried

Res. 391-24

MOVED by Councillor Williams

To bring the draft 2024 Cost of Living Adjustment Discussion back to the August 27, 2024 Regular Council Meeting.

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

Motion Carried

Res. 392-24

MOVED by Councillor Williams

To approve the creation of a draft Cost of Living Adjustment Policy and bring back to Council for review and recommendation.

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

Res. 393-24

MOVED by Councillor Baswick

To ensure all staff are within the 60th percentile of wages for comparable municipalities as per the Personnel Policy HUMAN 004 Section 4.1.

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

Motion Carried

Res. 394-24

MOVED by Councillor Windsor

To refer item 12.5 and 12.6 Service Level Update and proposed policies to the next Council Meeting.

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

Motion Carried

14. ADJOURNMENT

Res. 395-24

MOVED by Councillor Williams

To adjourn the June 11, 2024 Regular Council Meeting at 9:16 p.m.

Motion Carried

Mayor - Rhonda Hunter

Chief Administrative Officer- Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: June 17, 2024 Special Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the June 17, 2024 Special 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 June 17, 2024 Special Council Meeting Minutes as presented.



Minutes of the Town of Didsbury Special Council Meeting held on June 17, 2024 in Council Chambers 1606 14 Street Commencing at 5:30 p.m.

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

Administration Present Chief Administrative Officer, Ethan Gorner – attended virtually Municipal Intern/Recording Officer, Jocelyn Baxter

1. CALL TO ORDER

Mayor Hunter called the June 17, 2024 Special Council Meeting to Order at 5:30 p.m.

2. ADOPTION OF THE AGENDA

Update to the Agenda Cover Page to state "Special" Council Meeting

Res. 396-24

MOVED by Councillor Windsor

To adopt the June 17, 2024 Special Council Meeting Agenda as amended.

Motion Carried

Ethan Gorner joined the meeting at 5:33 p.m.

3. BUSINESS ITEMS

3.1 2024 Alberta Municipal Water/Wastewater Program (AMWWP)

Res. 397-24

MOVED by Councillor Williams

That Mayor Hunter, on behalf of Council, send a letter of thanks and appreciation to Minister Dreeschen and MLA Nathan Cooper for AMWWP grant in the amount of \$2,541,000 and that Administration return the East Reservoir construction project to Council regarding an alternative funding plan and proposal as per Resolution 046-24.

Table with 2 columns: Name, FOR, OPPOSED. Rows include Mayor Hunter, Deputy Mayor Engel, Councillor Baswick, Councillor McCoy, Councillor Moore, Councillor Williams, and Councillor Windsor, all with 'X' in the FOR column.

Motion Carried

3.2 Final Stretch Workshop Follow-up

Res. 398-24

MOVED by Councillor Windsor

To refer the Final Stretch Workshop Follow-up discussion to the Committee of the Whole Meeting on June 25, 2024.

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

Motion Carried

4. CLOSED MEETING

Res. 399-24

MOVED by Deputy Mayor Engel

To go into Closed Meeting at 5:39 p.m. for the following items:

- 3.1 Final Stretch Workshop – Facilitator Summary – as per Section 23 and 24 of the FOIP Act
- 3.2 Service Level Update – as per Section 23 and 24 of the FOIP Act
- 3.3 Special Purpose Committee Update - as per Section 23 of the FOIP Act

Motion Carried

5. RECONVENE

Res. 400-24

MOVED by Deputy Mayor Engel

To reconvene to Open Meeting at 7:10 p.m.

Motion Carried

Res. 401-24

MOVED by Councillor Moore

To forward Final Stretch Refresher Workshop facilitator Summary to the Committee of the Whole meeting on June 25, 2024.

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

Motion Carried

Res. 402-24

MOVED by Deputy Mayor Engel

To accept Service Level update as information.

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

Motion Carried

Res. 403-24

MOVED by Councillor Williams

That Council direct the Special Purpose Committee to bring back a recommendation as discussed.

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

6. ADJOURNMENT

Res. 404-24

MOVED by Councillor Williams

To adjourn the June 17, 2024 Special Council Meeting at 7:12 p.m.

Motion Carried

Mayor - Rhonda Hunter

Chief Administrative Officer- Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Bylaw 2024-06 Amending Land Use Bylaw 2019-04 Administrative Updates Public Hearing
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

Administration has continually received inquiries through the pre-application meetings about certain Uses which are not included in the current Land Use Bylaw 2019-04. As a result, Administration recognizes that the following Uses would benefit future development within the Town.

1. *The R5: Residential District – High Density*

- a. Group Use Facility;
- b. Secondary Suite (Internal)

Definitions:

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

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

R5: Residential District - High Density

General Purpose: To provide for the development of moderate to high density multiple-unit dwellings which are connected to municipal sewer and water systems.

Administration feels the Use of Group Use Facility and Secondary Suite (Internal) would be a good fit within the R5: Residential District – High Density.

2. *Administrative Item*

Administration has recognized that several Development Permits and Compliance reviews are just under the required setback allowances for approval. In order to speed up the approval process for both Permitted Use applications and Compliance reviews, Administration recommends that the Development Authority be able to provide a variance of up to 10% (at their sole discretion) for Permitted Use applications and Compliance reviews.

This 10% variance by the Development Authority was allowed in the following previous Land Use Bylaws:

- Bylaw 2000-08 s. 3.4.3 (iii);
- Bylaw 2004-13 s. 3.4.3 (d);
- Bylaw 2011-03 s. 3.4.3 (d); and
- Bylaw 2013-03 s. 3.4.3 (e)

However, it was unfortunately missed being carried over to the current Land Use Bylaw 2019-04.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

As these inquiries have come up on more than one occasion, Administration feels that these amendments would benefit development proposals and should be requested at this time instead of waiting for a full Land Use Bylaw review as we are not in a position for a full Land Use Bylaw review at this time.

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

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

ALIGNMENT WITH STRATEGIC PLAN

4. Liveability

RECOMMENDATION

If Council is satisfied with the Public Hearing, Administration is recommending that Council give second and third reading during item 7.1 of the Agenda



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: CAO Report
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Please see attached information for the Chief Administrative Officer (CAO) Report for June 25, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

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

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the Chief Administrative Officer Report for June 25, 2024 as information.



CAO Report –June 25, 2024

1. Development Permits Issued (Planning & Development)

Please find attached the Development Officer Issued Permits and the MPC Approval of Permits as of June 18, 2024.

2. Alberta Culture Day Funding (Community Services)

In response to a request for information from Council regarding the Alberta Culture Days grant funding, please find below information from the Province of Alberta's website regarding approved events being held in Didsbury from September 6-8, 2024. These events were successful in accessing this funding.

Mountain View Arts Festival Celebrates Culture Days

- September 6, 2024 – Jazz Band Dessert Night at the Didsbury Memorial Complex
- September 7, 2024 – Mountain View Arts Festival at the Didsbury Memorial Complex, various artists and events
- September 8, 2024 – Celtic Lunch and Mountain View Arts Festival at the Didsbury Memorial Complex

More information on these events can be found at www.mountainviewartsociety.ca.

3. 2023 Annual Report Update (Community Services)

Please be advised that Administration is in the final stages of completing the 2023 Annual Report and anticipate its distribution to the community in the next two weeks. Council will receive an advance copy of this newly updated document prior to it being available to the public, and will note that we have greatly enhanced the size of the document, as well as the information that can be found within in.

4. Butte Water Update (Engineering & Infrastructure)

Council requested an update on the financial investment required to date to bring the water wells into compliance and made available to the Golf Course for irrigation and water feature filling. At this time, the department has invested approximately 30 staff hours to obtain the licence, manage the various contractors, and facilitate the interface with the Golf Course. The department allocated approximately \$1,500 for installation of the water meter. It was noted in a previous report that electricity is supplied to the wells by the Town's meter. The cost of electricity used in operating is currently unknown, but the department will compile the utility costs at the end of the season for Council's review.

CAO Report: Planning & Development

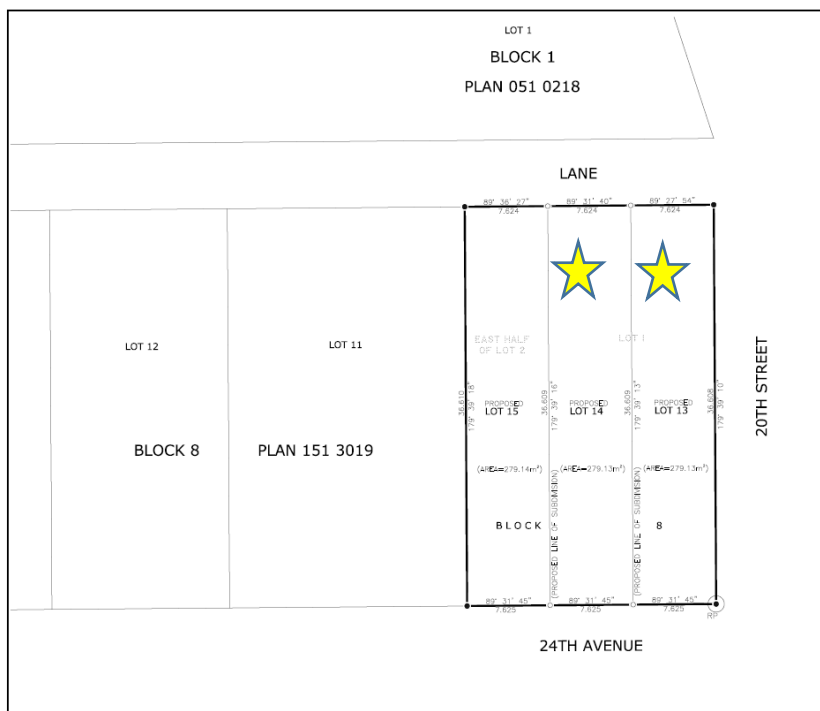
Development Officer (Permitted Use) Decisions

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
DP 24-029	1512 & 1514 – 25 Street	Dwelling, Semi-Detached	Grasse, Lowell (a) Meadowlark Lane Holdings (o)	June 11, 2024
DP 24-030	800 Shantz Drive	Gas Station: Tanks & Canopy	Wood, Jeremy (Option Construction) (a) Developments 2 Inc. (o)	June 6, 2024
DP 24-031	1312 – 23 Avenue	Covered Deck Extension with Stairs	Marconi, Xenia & Alejandra (o/a)	June 11, 2024
DP 24-032	2021 – 19 Avenue	Retail (Small) Storehouse by Carmen Interiors	Lepp, Carmen (a) Carmen Interiors Inc. (o)	June 18, 2024
DP 24-033	2021 – 19 Avenue	Signage (Fascia) Storehouse by Carmen Interiors	Lepp, Carmen (a) Carmen Interiors Inc. (o)	June 18, 2024

DP 24-032: Storehouse by Carmen Interiors is a new interior design business opening in town located in between Vintage Café & Tirza Artistries on 19th Avenue

Municipal Planning Commission (Discretionary Use) Decisions:

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
SD 24-004	2002 – 24 Avenue	Subdivision into 2 Lots	MasterBuilt Projects Ltd. (a) Anderson, Ken (o)	June 12, 2024



Located just west of Home Hardware and south of the Dairy Queen



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Bylaw 2024-06 Amending Land Use Bylaw 2019-04 – Administrative Updates
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council granted first reading to Bylaw 2024-06 at the May 28, 2024 Regular Council Meeting. The Public Hearing was held during Agenda item 5.1 of this meeting.

As presented during the Public Hearing, the amendments are for Administrative updates. These updates include adding a use for "Group Use Facility" and adding a Use for "Secondary Suites (Internal)" for Rowhouses & Townhouses in the R5 District - High Density.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

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

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

If Council is comfortable with the outcome of the Public Hearing, Administration is recommending Council grant second and third and final reading to Bylaw 2024-06.

ALIGNMENT WITH STRATEGIC PLAN

4. Liveability

RECOMMENDATION (2 separate motions)

To grant second reading of Bylaw 2024-06 Amending Land Use Bylaw 2019-04 – Administrative Updates.

AND

To grant third and final reading of Bylaw 2024-06 Amending Land Use Bylaw 2019-04 – Administrative Updates.

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

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

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

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

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

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

1. SHORT TITLE

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

2. PROPOSED AMENDMENTS

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

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

3. EFFECTIVE DATE

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

Read a First time on this 28th day of May 2024.

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

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

Mayor Rhonda Hunter

Chief Administrative Officer Ethan Gorner



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Bylaw 2024-07 Water Conservation
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

To promote the protection and management of water resources, the Town requires a Water Protection Bylaw for all customers/consumers, including: residential, industrial, commercial, and institutional, unless declared otherwise.

At the June 11, 2024 Regular Council Meeting, Council granted first reading to Bylaw 2024-07 Water Conservation and referred it to the Policy and Governance Committee (PGC).

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The PGC met on June 12, 2024 to review Bylaw 2024-07 and determined that the bylaws' focus should be regarding water protection and restriction, as water conservation is more of a program. The committee is recommending changes, including the title, which are noted in a marked up and clean version of the bylaw.

If Council is comfortable with the changes to the bylaw, the Policy and Governance Committee is recommending Bylaw 2024-07 Water **Protection** receive second and third and final reading.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION (2 separate motions)

To grant second reading to Water Protection Bylaw 2024-07.

AND

To grant third and final reading to Water Protection Bylaw 2024-07.

TOWN OF DIDSBURY
WATER CONSERVATION ~~PROTECTION~~
BYLAW 2024-07

WHEREAS The Town of Didsbury is a Municipal Corporation in the Province of Alberta and the *Municipal Government Act* (R.S.A. 2000, c. M-26) authorizes a municipality to operate a water system as a public utility for the purpose of supplying and distributing water to residents, industrial and commercial users, for fire protection, and to all other Customers in the Town of Didsbury; and

WHEREAS, pursuant to section 7 of the *Municipal Government Act* authorizes a municipality to pass a bylaw for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS, pursuant to section 3 (a.1) of the *Municipal Government Act*, one of the purposes of a municipality is to foster the well-being of the environment.

NOW THEREFORE, THE COUNCIL OF THE TOWN OF DIDSBURY ENACTS AS FOLLOWS:

1. SHORT TITLE

1.1 This Bylaw may be referred to as the, “Water Conservation Bylaw”.

2. DEFINITIONS

2.1 In this Bylaw:

Chief Administrative Officer (CAO) the person appointed by Council to be responsible for the construction, operation and maintenance of the water supply system or that Person’s designate;

Consumer means any person who has entered into a contract with the Town for the provision of water services.

Council means the Municipal Council of the Town of Didsbury;

Customer means an individual, partnership or corporation who is the Owner of the Lands and who submits an application for utility service for those Lands;

Hydrant User means any Person authorized by the Town to obtain water from a fire hydrant for a purpose other than emergency fire protection;

Municipal Violation Ticket means a Town-issued notice that alleges an offence and provides a person with the opportunity to pay an amount to the Town in lieu of prosecution for the offence.

Occupant includes an Owner of a premises where that Owner resides or carries on a business within a premises, and includes any Person or corporation residing or carrying on a business, or both, within a premises either as a lessee or pursuant to a license of occupation, where that premises is connected to the Water System;

Owner(s) in respect to a parcel of land means:

- a) a person(s) who is registered under the *Land Titles Act*, as amended from time to time, as the owner of a parcel of land;
- b) a person who is recorded as the owner(s) of a property on the tax assessment roll of the Town;
- c) a person(s) who has purchased or otherwise acquired a parcel of land, whether they have purchased or otherwise acquired the land directly from the owner(s) or from another purchaser, and has not yet become the registered owner thereof;

Peace Officer means any person appointed by the Town of Didsbury as a Bylaw Officer, Community Peace Officer (CPO), member of the assigned local policing authority (RCMP) or any person designated as a Peace Officer under the Criminal Code of Canada;

Person(s) means any individual, firm partnership, association, corporate, trustee, executor, administrator or other legal representative;

Potable Water means water which originates from a source or tap connected to a Town water main;

Town means the municipal corporation of the Town of Didsbury or where the context requires the area contained within the boundaries of the Town of Didsbury;

Residence means a residential building where no commercial activity or business is carried on.

Town Water Main means a water pipe in the street, public thoroughfare or easement area granted to the Town, which forms part of the Town water distribution network and delivers the Water Supply to Water Service Connections;

Violation Ticket means a Violation Ticket issued in accordance with the *Provincial Offences Procedure Act* R.S.A. 2000, c.P-34.

Water Supply means the supply of potable water delivered to Customer's parcel or premises through the Water System;

Water System means the entire infrastructure owned by the Town for the purpose of the collection of source water and delivery of Potable Water to Customers;

Water Restriction means limitations placed on the use of Potable Water within Town limits.

3. INTERPRETATION

- 3.1 All schedules, forms, tables and diagrams attached to this Bylaw shall form part of this Bylaw.
- 3.2 Any headings, sub-headings, or table of contents in this Bylaw are included for guidance purposes and convenience only, and shall not form part of this Bylaw.
- 3.3 Where this Bylaw refers to another bylaw or any Act, Regulation or agency, it includes reference to any bylaw, Act, Regulation or agency that may be substituted therefore.
- 3.4 Every provision of this Bylaw is independent of all other provisions, if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

4. WATER USE RESTRICTIONS AND EMERGENCIES

- 4.1 Water restrictions provide the means for reducing use during extreme demand or when water production is limited. The purpose of restrictions is to limit non-essential use so water is available for essential uses such as human consumption, sanitation, firefighting, etc.
- 4.2 The Town of Didsbury is a member of the Mountain View Regional Water Services Commission, who will provide notice of restrictions as mandated by the Alberta Government.
- 4.3 The Town of Didsbury will follow the policies relating to water restrictions in accordance with the water licence as dictated by the Alberta Government and Mountain View Regional Water Commissions policies and user agreement.
- 4.4 In the event of an emergency restriction the Chief Administrative Officer or Director of Emergency Management Town may shut off water service, without prior notice, to:
 - (a) a Customer;
 - (b) a group of Customers; or
 - (c) a geographical area.
- 4.5 In the event that the Town believes there is a reason to require reduced water usage water use restriction may be declared.

- 4.6 The declaration of a water use restriction may apply to:
- (a) the entire Town;
 - (b) specific zone(s) or geographic area(s) of the Town; or
 - (c) other specific locations as defined by the Town.
- 4.7 In the event there is reason to declare a water use restriction, the Town may declare such restriction effective immediately.
- 4.8 In the event of a declaration of an water use restriction made pursuant to this bylaw, the Town:
- (a) shall cause public notice indicating the stage of water use restriction and the date such restrictions came or will come into effect;
 - (b) may declare different stages of Water Use Restrictions in different areas;
 - (c) shall, if changing the areas of application or stages of restrictions in any area;
 - (d) or lifting a declaration of Water Use Restrictions, cause a public notice to be given;
 - (e) shall, after determining that the reason(s) to require reduced water usage has sufficiently abated, declares an end to an Water Use Restriction and shall cause public notice of such declaration.

5. ~~WATER CONSERVATION~~

- ~~5.1 No Owner or Occupant of a parcel shall allow Potable Water to run off the parcel such that there is:~~
- ~~(a) a stream of water running into a street or swale for a distance of 30 meters or more from the edge of the parcel;~~
 - ~~(b) a stream of water running into a street or swale and directly into a catch basin; or~~
 - ~~(c) a stream or spray of water running into or falling onto a street or sidewalk.~~
- 4.9 Notwithstanding the ~~prohibitions~~ **restrictions** in this section, the Town may authorize in writing the discharge of Potable Water onto a street or sidewalk for the purposes of:
- (a) health and safety;
 - (b) the installation and maintenance of infrastructure, including the flushing of water mains, hydrant leads and water service connections;
 - (c) preventing the freezing of water mains, hydrant leads and water service connections;
 - (d) conducting water flow tests;
 - (e) installation and testing of permanently installed irrigation systems;
 - (f) training programs for Town of Didsbury fire fighters; or
 - (g) other purposes as deemed necessary by the Town from time to time.

5. OFFENCES AND ENFORCEMENT

- 5.1 An Officer is hereby authorized and empowered to issue a Notice, Municipal Violation Ticket or Violation Ticket to any Person who the Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw. The Officer may commence proceedings against such a Person.
- 5.2 Municipal Violation Tickets and Violation Tickets will be issued in accordance with the *Provincial Offences Act* and Schedule "A" of this Bylaw.

Continuing Offence

5.3 In the case of an offence that is of a continuing nature, a contravention of a provision of this Bylaw constitutes a separate offence with respect to each day, or part of a day, during which the contravention continues and a person guilty of such an offence is liable to a fine in an amount not less than established by this Bylaw for each such separate offence.

Fines and Penalties

5.4 Any Person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction to a fine of not more than TWO THOUSAND FIVE HUNDRED DOLLARS (\$2500.00) and not less than FIFTY DOLLARS (\$50.00).

5.5 The specified fines for an offense committed pursuant to this bylaw are set forth in Schedule "A".

Interference with Duties

5.6 It is an offence to interfere, obstruct, or hinder and person authorized by the Town, including Officer(s) and other authorized persons, in the exercise or performance of the person's powers pursuant to this Bylaw.

6. TRANSITION AND COMING INTO FORCE

6.1 This Bylaw shall take effect on the date of the third and final reading.

Read a first time this 11th day of June 2024

Read a second time this this day of

Read a third time this this day of

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

Schedule "A"
Fines and Penalties

Unless otherwise noted all offences of the Water Protection Bylaw have the following specified penalties.

Penalty in Lieu of Prosecution (PLP)	1 st Offence	2 nd Offence	3 rd Offence
\$125	\$250	\$500	\$750

Specified penalties are as follows:

Description	Penalty Instead of Prosecution	Specified Penalty
Use of water contrary to a water restriction	\$100	\$300

**TOWN OF DIDSBURY
WATER PROTECTION
BYLAW 2024-07**

WHEREAS The Town of Didsbury is a Municipal Corporation in the Province of Alberta and the *Municipal Government Act* (R.S.A. 2000, c. M-26) authorizes a municipality to operate a water system as a public utility for the purpose of supplying and distributing water to residents, industrial and commercial users, for fire protection, and to all other Customers in the Town of Didsbury; and

WHEREAS, pursuant to section 7 of the *Municipal Government Act* authorizes a municipality to pass a bylaw for municipal purposes respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS, pursuant to section 3 (a.1) of the *Municipal Government Act*, one of the purposes of a municipality is to foster the well-being of the environment.

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Hydrant User means any Person authorized by the Town to obtain water from a fire hydrant for a purpose other than emergency fire protection;

Municipal Violation Ticket means a Town-issued notice that alleges an offence and provides a person with the opportunity to pay an amount to the Town in lieu of prosecution for the offence.

Occupant includes an Owner of a premises where that Owner resides or carries on a business within a premises, and includes any Person or corporation residing or carrying on a business, or both, within a premises either as a lessee or pursuant to a license of occupation, where that premises is connected to the Water System;

Owner(s) in respect to a parcel of land means:

- a) a person(s) who is registered under the *Land Titles Act*, as amended from time to time, as the owner of a parcel of land;
- b) a person who is recorded as the owner(s) of a property on the tax assessment roll of the Town;
- c) a person(s) who has purchased or otherwise acquired a parcel of land, whether they have purchased or otherwise acquired the land directly from the owner(s) or from another purchaser, and has not yet become the registered owner thereof;

Peace Officer means any person appointed by the Town of Didsbury as a Bylaw Officer, Community Peace Officer (CPO), member of the assigned local policing authority (RCMP) or any person designated as a Peace Officer under the Criminal Code of Canada;

Person(s) means any individual, firm partnership, association, corporate, trustee, executor, administrator or other legal representative;

Potable Water means water which originates from a source or tap connected to a Town water main;

Town means the municipal corporation of the Town of Didsbury or where the context requires the area contained within the boundaries of the Town of Didsbury;

Residence means a residential building where no commercial activity or business is carried on.

Town Water Main means a water pipe in the street, public thoroughfare or easement area granted to the Town, which forms part of the Town water distribution network and delivers the Water Supply to Water Service Connections;

Violation Ticket means a Violation Ticket issued in accordance with the *Provincial Offences Procedure Act* R.S.A. 2000, c.P-34.

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3. INTERPRETATION

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- 3.3 Where this Bylaw refers to another bylaw or any Act, Regulation or agency, it includes reference to any bylaw, Act, Regulation or agency that may be substituted therefore.
- 3.4 Every provision of this Bylaw is independent of all other provisions, if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.

4. WATER USE RESTRICTIONS

- 4.1 Water restrictions provide the means for reducing use during extreme demand or when water production is limited. The purpose of restrictions is to limit non-essential use so water is available for essential uses such as human consumption, sanitation, firefighting, etc.
- 4.2 The Town of Didsbury is a member of the Mountain View Regional Water Services Commission, who will provide notice of restrictions as mandated by the Alberta Government.
- 4.3 The Town of Didsbury will follow the policies relating to water restrictions in accordance with the water licence as dictated by the Alberta Government and Mountain View Regional Water Commissions policies and user agreement.
- 4.4 In the event of a restriction the Town may shut off water service, without prior notice, to:
 - (a) a Customer;
 - (b) a group of Customers; or
 - (c) a geographical area.
- 4.5 In the event that the Town believes there is a reason to require reduced water usage, a water use restriction may be declared.

- 4.6 The declaration of a water use restriction may apply to:
- (a) the entire Town;
 - (b) specific zone(s) or geographic area(s) of the Town; or
 - (c) other specific locations as defined by the Town.
- 4.7 In the event there is reason to declare a water use restriction, the Town may declare such restriction effective immediately.
- 4.8 In the event of a declaration of an water use restriction made pursuant to this bylaw, the Town:
- (a) shall cause public notice indicating the stage of water use restriction and the date such restrictions came or will come into effect;
 - (b) may declare different stages of Water Use Restrictions in different areas;
 - (c) shall cause a public notice to be given:
 - i. if changing the areas of application or stages of restrictions in any area;
 - ii. or lifting a declaration of Water Use Restrictions, cause a public notice to be given;
 - (d) shall, after determining that the reason(s) to require reduced water usage has sufficiently abated, declares an end to a Water Use Restriction and shall cause public notice of such declaration.
- 4.9 Notwithstanding the restrictions in this section, the Town may authorize in writing the discharge of Potable Water onto a street or sidewalk for the purposes of:
- (a) health and safety;
 - (b) the installation and maintenance of infrastructure, including the flushing of water mains, hydrant leads and water service connections;
 - (c) preventing the freezing of water mains, hydrant leads and water service connections;
 - (d) conducting water flow tests;
 - (e) installation and testing of permanently installed irrigation systems;
 - (f) training programs for Town of Didsbury fire fighters; or
 - (g) other purposes as deemed necessary by the Town from time to time.

5. OFFENCES AND ENFORCEMENT

- 5.1 An Officer is hereby authorized and empowered to issue a Notice, Municipal Violation Ticket or Violation Ticket to any Person who the Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw. The Officer may commence proceedings against such a Person.
- 5.2 Municipal Violation Tickets and Violation Tickets will be issued in accordance with the *Provincial Offences Act* and Schedule "A" of this Bylaw.

Continuing Offence

- 5.3 In the case of an offence that is of a continuing nature, a contravention of a provision of this Bylaw constitutes a separate offence with respect to each day, or part of a day, during which the contravention continues and a person guilty of such an offence is liable to a fine in an amount not less than established by this Bylaw for each such separate offence.

Fines and Penalties

- 5.4 Any Person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction to a fine of not more than TWO THOUSAND FIVE HUNDRED DOLLARS (\$2500.00) and not less than FIFTY DOLLARS (\$50.00).
- 5.5 The specified fines for an offense committed pursuant to this bylaw are set forth in Schedule "A".

Interference with Duties

- 5.6 It is an offence to interfere, obstruct, or hinder and person authorized by the Town, including Officer(s) and other authorized persons, in the exercise or performance of the person's powers pursuant to this Bylaw.

6. TRANSITION AND COMING INTO FORCE

- 6.1 This Bylaw shall take effect on the date of the third and final reading.

Read a first time this 11th day of June 2024

Read a second time this this day of

Read a third time this this day of

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

Schedule "A"
Fines and Penalties

Unless otherwise noted all offences of the Water Protection Bylaw have the following specified penalties.

Penalty in Lieu of Prosecution (PLP)	1 st Offence	2 nd Offence	3 rd Offence
\$125	\$250	\$500	\$750

Specified penalties are as follows:

Description	Penalty Instead of Prosecution	Specified Penalty
Use of water contrary to a water restriction	\$100	\$300



REGULAR COUNCIL MEETING

Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Bylaw 2024-08 Recreation Rates and Fees
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

Bylaw 2024-08 is a bylaw respecting the user rates and fees to be charged for various goods and services provided by the Town of Didsbury's Community Services Department.

Council granted first reading at the June 11, 2024 Regular Council Meeting and referred it to the Financial Planning Committee, which met on June 17, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Bylaw 2024-08 includes the current and proposed rates for the use of the Town's recreation facilities including the curling rink, aquatic centre and hockey arena, as well the Multi-Purpose Room and Train Station.

Adjustments to the rates and fees are being proposed to keep pace with inflationary costs associated with operating the facilities, to maintain the current level of service.

Key Highlights:

- Minor inflationary increases to all sections of the bylaw, with the exception of Parks and Sportsfields, which were increased in 2023
- Introduction of fees for public programs (public/ family skates and sticks and pucks program) on the leisure ice surface, which were previously offered for free. Committee felt that these moderate rates would assist in rate recovery for the facility.
- Introduction of an annual rental fee for the Junior B dressing room, which ensures a dedicated space for the club, storage, and laundry hookups on a year-round basis. This addition is in line with how many arenas handle dedicated dressing rooms for their higher level hockey clubs.

If passed, the proposed rates in the bylaw would take effect on September 1, 2024.

This bylaw will also serve to repeal Bylaw 2023-08 Community Hall Rental Rates which is now irrelevant as the facility is no longer owned or operated by the Town.

The Financial Planning Committee is recommending Bylaw 2024-08 receive second and third reading.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION (2 separate motions)

To grant second reading to Bylaw 2024-08 - Recreation Rates and Fees.

AND

To grant third and final reading to Bylaw 2024-08 - Recreation Rates and Fees.

TOWN OF DIDSBURY
Recreation Rates and Fees Bylaw
Bylaw 2024--08

BEING A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA, RESPECTING RATES AND FEES TO BE CHARGED FOR VARIOUS GOODS AND SERVICES PROVIDED BY THE TOWN OF DIDSBURY.

WHEREAS, pursuant to section 3 of the *Municipal Government Act*, being the Revised Statutes of Alberta 2000, Chapter M-26, as amended, the purposes of a municipality are to provide services, facilities or other things that, in the opinion of Council, are necessary or desirable for all or a part of the municipality; and

WHEREAS, pursuant to section 7(f) of the *Municipal Government Act* a Council of a municipality may pass bylaws for municipal purposes respecting services provided by or on behalf of the municipality; and

WHEREAS, Section 7 and 8 of the *Municipal Government Act*, Chapter M-26, 2000 and amendments thereof authorizes the Council to repeal or amend any bylaws; and

WHEREAS, section 6 of the *Municipal Government Act* Revised Statutes of Alberta 2000 and amendments thereto gives a Municipality natural person powers, which imply the power to charge for goods and services provided, and

WHEREAS, Goods and Services Tax (GST) is included or exempt where it is not stated;

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

1. This Bylaw shall be known as the "Recreation Rates Bylaw".
2. "Local" - means those residents within the Town of Didsbury and those County residents in the greater Didsbury region covered by the Intermunicipal Collaboration Framework (ICF).
3. That the rates specified in the Schedule attached be charged for the goods and services as specified.
4. This bylaw comes into full force and effect upon third reading of the bylaw.
5. The schedules attached to this Bylaw form part of this Bylaw.

6. Paramount Rules

5.1 If the provisions in any other bylaw conflict with the rules in this Bylaw, this Bylaw will prevail.

7. Transitional

6.1 Upon passing of this Bylaw, Recreation Rates Bylaw 2023-05 is hereby repealed.

6.2 Upon passing of this Bylaw, Community Hall Rental Rates Bylaw 2023-08 is hereby repealed

Read a first time this 11th day of June 2024

Read a second time this day of

Read a third and final time this day of

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

SCHEDULE "A"
Proposed Recreation Rates

DIDSBURY ARENA:

MAIN ICE IN-SEASON (August 15 – March 31):

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Youth – Local	\$110.00/ hour	\$112.00/ hour	2%
Youth – Non-Local	\$170.00/hour	\$178.00/ hour	4%
Juniors – Practice	\$110.00/hour	\$112.00/ hour	2%
Juniors – Game	\$140.00/hour	\$144.00/ hour	3%
Adult – Local	\$144.00/hour	\$147.00/ hour	2%
Adult – Non-Local	\$210.00/hour	\$215.00/ hour	2%
Non-Prime Rate (M-F 7 a.m. - 3p.m., except no school days)	\$80.00/hour	\$82.00/ hour	2%

LEISURE ICE IN-SEASON (August 15 – March 31):

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Local	\$55.00/hour	\$57.00/hour	3%
Non-Local	\$70.00/hour	\$75.00/ hour	7%
Minor Groups with both surfaces booked (contract rates ONLY)	\$40.00/hour	\$42.00/ hour	5%
Non-Prime (M-F 7 a.m. – 3 p.m., except no school days)	\$42.00/hour	\$45.00/ hour	7%

MAIN SURFACE OFF-SEASON (April 1 – August 14):

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Minor Sport Groups: (contract rates ONLY)			
- Practice	\$40.00/hour	\$42.00/ hour	5%
- Game	\$50.00/hour	\$52.00/ hour	4%
Local Community Groups	\$65.00/hour	\$67.00/ hour	3%
Daily Rate	\$525.00/day	\$540.00/ day	3%
Daily Combined Rate (Main and Leisure Surfaces)	\$625.00/day	\$640.00/ day	2%

LEISURE SURFACE OFF-SEASON (April 1 – August 14):

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Hourly	\$22.00/ hour	\$25.00/ hour	13%
Daily	\$130.00/day	\$135.00/ hour	4%
Minor Groups with both surfaces booked (Contract rates ONLY)	\$16.00/hour	\$18.00/ hour	12%

ARENA PROGRAMS:

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
MAIN ICE			
Public Skate	\$5.00/person	\$5.50/ person	10%
Family Skate	\$16.00/family	\$17.00/ family	6%
Shinny/ Sticks + Pucks	\$5.00/person	\$5.50/ person	10%
LEISURE ICE			
Public Skate	FREE	\$2.00/ person	
Family Skate	FREE	\$8.00/ family	
Shinny/ Sticks + Pucks	FREE	\$2.00/ person	

ARENA ADVERTISING:

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Arena Board (33.5" x 8')	\$330.00 + GST/year	\$340.00 + GST/ year	3%
Arena Board (33.5" x 8') (between blue lines)	\$355.00 + GST/year	\$365.00+ GST/ year	3%
Hanging Advertisement	\$340.00 + GST/year	\$350.00 + GST/ year	3%
In-Ice/ Surface Advertising	\$360.00 - \$550.00 + GST/year (depending on size and location) \$325.00 - \$450.00 + GST/year (second advertisement depending on size and location)	\$370.00 - \$560.00 + GST/ year (First Advertisement – depending on size and location) \$335.00 - \$460.00 + GST/year (Second Advertisement – depending on size and location)	1% to 3%, depending on size and location

ARENA DRESSING ROOM:

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Mountain View Colts – Dressing Room Rental (Annual)	NEW	\$100.00/month Includes dedicated use of Juniors dressing room year-round, storage, laundry hookups and operation	

DIDSBURY CURLING RINK:

IN-SEASON (October 15 – March 15):

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Didsbury Curling Club Rates: (Contract Rates ONLY – Includes use of all ice sheets)			
- Adult	\$90.00/hour	\$92.00/ hour	2%
- Seniors	\$80.00/hour	\$82.00/ hour	2%
- Juniors	\$75.00/hour	\$76.00/ hour	1%
- Farm & Ranch	\$105.00/hour	\$110.00/ hour	4%
- Bonspiel	\$90.00/hour	\$94.00/ hour	4%
Community Rates:			
- Youth – Local	\$30.00/hour/sheet	\$32.00/ hour/ sheet	6%
- Youth – Non-Local	\$50.00/hour/sheet	\$52.00/ hour/ sheet	4%
- Adult – Local	\$45.00/hour/sheet	\$47.00/ hour/ sheet	4%
- Adult – Non-Local	\$65.00/hour/sheet	\$67.00/ hour/ sheet	3%

OFF-SEASON (March 16 – October 14):

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Surface – Hourly	\$32.00/hour	\$35.00/ hour	9%
Surface – Daily	\$325.00/day	\$335.00/ day	3%
Surface – Youth Activities	\$25.00/hour	\$27.00/ hour	8%

DIDSBURY AQUATIC CENTRE:

DAILY ADMISSION RATES:

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Baby – 0-2 years	FREE	No change	
Child – 3-7 years	\$3.00	\$3.25	8%
Youth – 8-17 years	\$4.75	\$5.00	5%
Adult – 18 years +	\$6.00	\$6.25	4%
Senior – 55 years +	\$4.75	\$5.00	5%
AISH	\$3.25	\$3.50	8%
Family (2 adults + up to 3 kids)	\$18.00	\$20.00	11%

MONTHLY PASSES:

	ONE (1) MONTH	Proposed Rate (effective Sept 1, 2024)	%	THREE (3) MONTH	Proposed Rate (effective Sept 1, 2024)	%	TWELVE (12) MONTH	Proposed Rate (effective Sept 1, 2024)	%
Baby – 0-2 years	FREE	FREE		FREE	FREE		FREE	FREE	
Child – 3-7 years	\$22.00	\$24.00	9%	\$54.00	\$58.00	7%	\$175.00	\$190.00	8%
Youth – 8-17 years	\$35.00	\$37.00	5%	\$90.00	\$95.00	5%	\$280.00	\$295.00	5%
Adult – 18 years +	\$45.00	\$47.00	4%	\$110.00	\$115.00	4%	\$350.00	\$365.00	4%
Senior – 55 years +	\$35.00	\$37.00	5%	\$90.00	\$95.00	5%	\$280.00	\$295.00	5%
AISH	\$25.00	\$27.00	8%	\$60.00	\$65.00	8%	\$200.00	\$215.00	7%
Family – 2 adults + up to 3 kids	\$110.00	\$120.00	9%	\$280.00	\$300.00	7%	\$730.00	\$780.00	7%

PUNCH PASSES:

	10x PUNCH PASS	Proposed Rate (effective Sept 1, 2024)	%	20X PUNCH PASS	Proposed Rate (effective Sept 1, 2024)	%
Baby – 0-2 years	FREE	FREE		FREE	FREE	
Child – 3-7 yrs	\$27.00	\$30.00	11%	\$48.00	\$52.00	8%
Youth – 8-17 yrs	\$42.50	\$45.00	5%	\$80.00	\$84.00	5%
Adult – 18 yrs +	\$54.00	\$57.00	5%	\$100.00	\$105.00	5%
Senior – 55 yrs +	\$42.50	\$45.00	5%	\$80.00	\$84.00	5%
AISH	\$29.00	\$31.00	6%	\$52.00	\$56.00	7%
Family (2 adults + up to 3 kids)	\$144.00	\$154.00	7%	\$255.00	\$275.00	7%

GROUP SWIM LESSONS:

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Preschool	\$42.00/ person – Local	\$43.00/ person – Local	7%
	\$45.00/person – Non-Local	\$46.00/person – Non-Local	2%
Swim Kids: Levels 1-4	\$45.00/ person – Local	\$46.00/ person – Local	2%
	\$50.00/person – Non-Local	\$51.00/person – Non-Local	2%
Swim Kids: Levels 5-7	\$50.00/ person – Local	\$51.00/ person – Local	2%
	\$55.00/person – Non-Local	\$56.00/person – Non-Local	2%
Swim Kids: Levels 8-10	\$58.00/ person – Local	\$60.00/ person – Local	3%
	\$64.00/person – Non-Local	\$65.00/person – Non-Local	2%
School Board Lessons	\$35.00/ person	\$36.00/ person	3%

PRIVATE SWIM LESSONS:

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Private: 30 minutes	\$25.00/ person	\$26.00/ person	4%
Semi-Private: 30 minutes	\$22.50/ person	\$24.00/ person	6%
Private: 60 minutes	\$45.00/ person	\$47.00/ person	4%
Semi-Private: 60 minutes	\$35.00/ person	\$37.00/ person	5%
Private: 6 x 30 minutes	\$130.00/ person	\$135.00/ person	4%
Semi-Private: 6 x 30 minutes	\$110.00/ person	\$115.00/ person	4%

ADVANCED COURSES:

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
National Lifeguarding	\$325.00/person	\$340.00/person	5%
Bronze Medallion	\$170.00/person	\$175.00/person	3%
Bronze Cross	\$150.00/person	\$155.00/person	3%
Swim For Life	NEW	\$410.00/ person	

POOL RENTALS:

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
One hour pool rental + classroom	\$130.00/hour – Local	\$140.00/hour – Local	8%
	\$150.00/hour – Non-Local	\$160.00/hour – Non-Local	7%
Extra Lifeguard	\$45.00/hour	No change	
Classroom Only Rental	\$22.00/hour	No change	
Swim Club Rental	\$66.00/hour	\$68.00/hour	3%

MULTI-PURPOSE ROOM:

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Hourly	\$30.00/hour – Local	\$32.00/hour – Local	6%
	\$35.00/hour – Non-Local	\$37.00/hour – Non-Local	5%
Daily	\$250.00/day – Local	\$255.00/day – Local	2%
	\$275.00/day – Non-Local	\$285.00/day – Non-Local	4%
Half Day (6 hours)	\$180.00 – Local	\$185.00 – Local	3%
	\$200.00 – Non-Local	\$210.00 – Non-Local	5%
Kitchen + Bar - Hourly	\$20.00/hour – Local	\$22.00/hour – Local	10%
	\$25.00/hour – Non-Local	\$27.00/hour – Non-Local	8%
Kitchen + Bar - Daily	\$100.00/day – Local	\$105.00/day – Local	5%
	\$110.00/day – Non-Local	\$120.00/day – Non-Local	9%
MPR when combined with pool rental	NEW	\$25.00/ hour	

DIDSBURY TRAIN STATION (ELDON FOOTE HALL):

	Current Rate	Proposed Rate (effective Sept 1, 2024)	Percentage Increase
Hourly	\$20.00/hour – Local	\$22.00/hour – Local	10%
	\$25.00/hour – Non-Local	\$27.00/hour – Non-Local	8%
Daily	\$175.00/day – Local	\$180.00/day – Local	3%
	\$200.00/day – Non-Local	\$210.00/day – Non-Local	5%
Half Day (6 hours)	\$125.00 – Local	No Change	
	\$135.00 – Non-Local		

EQUIPMENT RENTALS:

Tables (\$100 deposit required)	\$3.00/table/day
Chairs (\$100 deposit required)	\$0.75/chair/day
Spotlights (\$100 deposit required)	\$30.00/spotlight/day

PARKS & SPORTSFIELDS:

Season Rate: Youth – Local	\$125.00/team
Season Rate: Adult - Local	\$200.00/team
Season Rate: Non-Local	\$225.00/team
Tournament Rate – Youth – Local (weekend)	\$200.00/tournament
Tournament Rate – Adult – Local (weekend)	\$300.00/tournament
Tournament Rate – Non- Local (weekend)	\$350.00/tournament
Daily Rate – Youth – Local	\$100.00/diamond/day
Daily Rate – Adult – Local	N/A
Daily Rate – Non-Local	\$125.00/diamond/day
Hourly Rate – Youth – Local	\$15.00/diamond/hour
Hourly Rate – Adult – Local	N/A
Hourly Rate – Non-Local	\$20.00/diamond/hour
Memorial Park Stage Rental	\$150.00/day



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Bylaw 2024-10 Filming Rates and Fees
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council granted first reading to Bylaw 2024-10 Filming Rates and Fees at the June 11, 2024 Regular Council Meeting and referred the bylaw to the Financial Planning Committee for review and recommendation back to Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Financial Planning Committee met on Monday, June 17 to review the proposed rates. The discussion centred around the level of service as it relates to filming in public spaces.

The rates being proposed are meant to recover the cost of services provided for facilitating filming in public spaces such as road closures, barrier placement, intermittent traffic control facilitation from Community Peace Officers and Bylaw Enforcement, communications with the public, and any other services provided by the Town to make Didsbury “Film Friendly”. The Committee reviewed a number of other filming rates charged by municipalities for these services and expressed a desire to reduce red tape by making a baseline rate as opposed to complicated fee structure for each of the variable services that may be asked of the Town to accommodate filming.

Administration engaged with Keep Alberta Rolling to get feedback on the proposed rates, and they indicated that these rates are consistent with other municipalities.

These rates are in addition to any facility rentals for use of the Multi-Purpose Room, Train Station, and parking lot at the Memorial Complex.

The committee, through majority, is recommending that Council grant second and third reading to Bylaw 2024-10.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

RECOMMENDATION (two motions)

To grant second reading to Bylaw 2024-10 Filming Rates and Fees.

AND

To grant third and final reading to Bylaw 2024-10 Filming Rates and Fees.

TOWN OF DIDSBURY
Filming Rates and Fees Bylaw
Bylaw No. 2024-10

BEING A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA, RESPECTING RATES AND FEES TO BE CHARGED FOR VARIOUS GOODS AND SERVICES PROVIDED BY THE TOWN OF DIDSBURY.

WHEREAS, pursuant to Part 2, Division 1 of the *Municipal Government Act*, being the Revised Statutes of Alberta 2000, Chapter M-26, as amended, a council may pass bylaws for purposes respecting people, activities and things in, on or near a public space that is open to the public.; and;

WHEREAS, pursuant to section 7(f) of the *Municipal Government Act* a Council of a municipality may pass bylaws for municipal purposes respecting services provided by or on behalf of the municipality; and

WHEREAS, Section 7 and 8 of the *Municipal Government Act*, Chapter M-26, 2000 and amendments thereof authorizes the Council to repeal or amend any bylaws; and

WHEREAS, section 6 of the *Municipal Government Act* Revised Statutes of Alberta 2000 and amendments thereto gives a Municipality natural person powers, which imply the power to charge for goods and services provided, and

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

1. This Bylaw shall be known as the “Filming Rates and Fees Bylaw”.
2. That the rates specified in the Schedules attached be charged for services as specified.
3. This bylaw comes into full force and effect upon third reading of the bylaw. The effective date of the rates and fees are listed and form part of the Schedules.
4. The schedules attached to this Bylaw form part of this Bylaw.

5. Definitions

Film Impact means Film Production held in the Public Realm’ which requires additional Town resources or support of Town staff from multiple departments, including the following requests: Closure of a Roadway; Traffic Control; Bylaw Officers; Communications; Economic Development Officer; Legislative Services; Public Works, etc.

Film Production means the creation of digital video, a motion picture, movie, theatrical film, television commercials, television series and digital media, including those activities considered necessary in order to record the sounds, scene, images parts or segments.

Complex Film Production means a Film Production held in the Public Realm which requires additional Town resources or support of Town staff from multiple departments, or a Film Production that request the closure of a roadway.

Simple Film Production means a Film Production held in the Public Realm which requires limited use of Town resource or staff support and does not require the closure of any roadway.

Film Producer means, in addition to the film production company, its agents, heirs, successors, assigns and any parent company.

Public Realm means any Town-owned and operated property, including but not limited to parks, streets, sidewalks and boulevards in the Town.

6. General Provision

- 6.1 Film producers will be required to enter into, and comply with, a filming agreement with the Town of Didsbury.
- 6.2 The charges for film production permits are as specified within Schedule A.
- 6.3 A permit for filming is required in addition to any other rates, fees, or fines incurred by the film producer.

7. Transitional

Read a first time this 11th day of June, 2024

Read a second time this ____ day of _____, 2024

Read a third and final time this ____ day of _____, 2024

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

SCHEDULE "A"
Didsbury Filming Permit Rates
Effective July 1, 2024

Film Production Type	Daily Permit Fee (GST Included)
Complex Film Production	\$1,000.00
Simple Film Production	\$500.00
Not-for-Profit Production	<i>No charge</i>



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: COUN 01-24 Council Remuneration and Professional Development
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the April 9, 2024 Regular Council Meeting, Council referred COUN 04-24 Council Remuneration Policy and COUN 01-22 Council Professional Development Policy to the Policy and Governance Committee for review and recommendation.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Throughout the Spring, the Committee worked on uniting the two policies into one. Doing so will reduce *red tape* and increase clarity to interpreters.

Most notably, clarification was added to what is included in Council's Professional Development Budget so there is greater clarity as to what does and does not require a motion of Council to undertake. To this point, Appendix B was revised to provide a visual to reaffirm the policy sections.

A marked-up copy of the policy is attached for Council review.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION (three motions)

To approve COUN 01-24 Council Remuneration and Professional Development Policy

AND

To rescind COUN 04-24 Council Remuneration Policy

AND

To rescind COUN 01-22 Council Professional Development Policy



Policy Statement:

The *Municipal Government Act* (MGA) establishes Council as the governing body of the municipality and, as such, allows for the compensation of ~~to be made to~~ Elected Officials for duties performed. Council recognizes the need to have training and development opportunities available to ensure that Council Members remain educated and informed on governance-related matters. ~~The Town of Didsbury will provide remuneration and benefits to the elected officials, which reflects the demands of Council and Council's value to the community.~~ The purpose of this policy, therefore, is to outline the type and frequency of remuneration and professional development for the Town of Didsbury Elected Officials.

1. Definition

Council Assignments: means official responsibilities as related to their Council assignments and appointments as well as all those assigned by motion of Council that are not reimbursed by some other external body.

Eligible Travel Time: means travel on the day before or the day after a full day meeting; or travel time on the same day (see *Appendix Schedule "A"*).

Professional Development: means annual conventions, conferences, courses, seminars, workshops, orientation, and other training opportunities that are related to municipal governance.

Professional Development Opportunities (PDOs): means professional development opportunities that are included in the Professional Development List.

2. Remuneration Guidelines

Honoraria

- 2.1 Members of Council shall be compensated with a monthly honorarium at the rates set out in Appendix A.
- 2.2 Members of Council are paid an honorarium for participation in all formal Council Meetings as defined by the *Municipal Government Act*.
- 2.3 The honorarium is also for all non-formal duties. Non-formal duties are activities undertaken by Council due to their position, but are neither formal nor related to Council's governance function.
- 2.4 Annually, the honoraria shall be reviewed during the budget process.

Per Diem

- 2.5 In addition to the honorarium, Council members will be compensated for attendance at Council workshops, governance and external committee meetings, and professional development opportunities within their prescribed Professional Development Budget or as approved by motion of Council.
- 2.6 Members of Council will be compensated for executing their formal Council Assignments at the rates set out in Appendix A.
 - 2.6.1 The minimum claim is half an hour, unless otherwise agreed to by Committee; claims shall be rounded up to the nearest half hour.
 - 2.6.2 When eligible, members of Council may claim remuneration for travel time.
- 2.7 Alternate representatives are encouraged to attend Committee meetings.
 - 2.7.1 Alternate representatives shall only be paid for two (2) meetings annually that they attend when the primary representative is already attending, unless allowed for by

motion of Council.

2.8 Only the following types of meetings are eligible for per diem remuneration claims:

2.8.1 a meeting/activity is scheduled or approved by motion of Council;

2.8.2 a Council member is appointed to serve on the respective Committee/Board; or

2.8.3 a PDO is undertaken in accordance with this policy.

Internet Allowance

2.9 Members of Council shall be reimbursed for the use of personal internet at the rates set out in Appendix A.

3. Expenses

3.1 Expenses associated to Council assignments paid out-of-pocket by a Member of Council may be submitted for reimbursement with receipts.

Meals

3.2 While traveling on Town business, meals may be claimed at the amount shown on itemized receipts submitted. The actual expense of the meal is the amount shown on the bill, excluding alcoholic beverages, plus a reasonable gratuity as per Appendix A.

3.3 ~~No expense claims may be submitted for meals that were purchased in lieu of consumption of meals provided by an event which the claimant is attending. Members of Council cannot claim for meals that are included in the registration fees of the function, except in special circumstances such as the meal time conflicting with travel schedules or the attendee has another meeting at the same time as the provided meal.~~

Travel

3.4 Members of Council may claim mileage as per Appendix A.

3.5 Administration will book standard accommodation, registrations, and travel and facilitate timely cancellations being mindful of Council's supports of the principle of fiscal responsibility. To this end, Council members will not book their own registrations or accommodations unless Administration has deferred the responsibility should extenuating circumstances arise.

Miscellaneous

3.6 ~~Members of Council will be responsible for reimbursing the Town the registration fee(s) for non-attendance unless due to extenuating circumstances as approved by Council.~~

3.7 ~~Any professional development related expenses must comply with the current Town of Didsbury Council Professional Development policy.~~

4. Professional Development

4.1 Administration will provide to Council a list of professional development opportunities (PDOs) available in the year, updates may be made available throughout the year as suitable opportunities arise.

4.2 Each Council member will be afforded a Professional Development Budget which will include:

4.2.1 Funds for attendance to the Alberta Municipalities (ABmunis) Convention;

4.2.2 Funds for attendance to the ABmunis Leadership Caucus'; and

4.2.3 Allowance to pursue PDOs on the list provided by Administration, as updated from time to time.

4.3 Each Council member will have discretion in undertaking listed PDOs within their prescribed

Professional Development Budget and do not require motion of Council to attend.

- 4.4 Any opportunities that Council members would like to pursue outside of the prescribed Professional Development Budget as defined in Section 4.2 of this policy must be submitted to Council for consideration and approval.
- 4.5 As needed, Administration may provide guidance to Council members with regards to suitability of specific opportunities outside of the Professional Development Budget provided.
- 4.6 Professional Development time is only claimable when the Council Expense Claim Form is accompanied by a written Council Report.
- 4.7 Council members will be responsible for reimbursing the Town the registration fee(s) for non-attendance unless due to extenuating circumstances, as approved by Council.
- 4.8 The Town is not responsible for expenses which are unrelated to the Council member's professional development activity, including for spousal/partner attendance.

5. Review of Council Compensation

- 5.1 4.1 In the year of an election, Council shall undertake a thorough review of this policy, and make any revisions they feel appropriate to take effect at the start of the next term.

6. Submission and Approval of Council Remuneration Forms

- 6.1 Members of Council must utilize the monthly remuneration form as supplied by Administration and amended from time to time.
 - 6.1.1 In the event that there is incorrect information submitted on the remuneration form, the Member of Council shall be notified relative to the adjustments made.
- 6.2 Any discrepancies may result in the claim being denied.
- 6.3 Claims submitted by Councillors shall be approved by the Mayor.
 - 6.3.1 Claims submitted by the Mayor shall be approved by the Deputy Mayor.
- 6.4 Any disagreement over the suitability of a specific claim may be submitted to Council for their consideration.
- 6.5 Expense Claim forms are due on the third day of the month.
 - 6.5.1 Expense claims received after the deadline may be processed in the next pay period.

7. Financial Reporting

- 7.1 Members of Council that are compensated directly by a Committee, Board, or Commission shall provide their remuneration annually for inclusion on the audited financial statements.

8. ~~Council Reports~~

- 8.1 ~~Professional Development time is only claimable when the Council Expense Claim Form is accompanied by a written report.~~

9. End of Policy

Appendix A – Council Remuneration

Remuneration Type	Frequency	Mayor	Deputy Mayor	Councillor
Honorarium (superseded)	Per month	\$2,448.56.	\$1452.37	\$1452.37
Additional Meeting Top-up (superseded)	Per meeting, seminar or function, when attending in place of the Mayor	n/a	\$53.05	\$53.05
Per Diem (superseded)	Per hour (to a maximum of \$265.23 per day)	\$48.51	\$38.73	\$38.73
Internet Allowance	per month	\$21.00	\$21.00	\$21.00
Mileage Rate	Current Canada Revenue Agency per-kilometre rate (*note 2024 is \$.70/km)			
Maximum Gratuity Rate	Current Industry Standard Rate	20%	20%	20%

Appendix B

Meeting-Types for per Diem Expense Claims

Meeting Type	Motion of Council
Committee Meeting/Workshop (As primary representative)	Not required (per appointment)
Committee Meeting/Workshop (As secondary representative with primary representative in attendance)	Per Section 2.7.1
Committee Meeting/Workshop (As secondary representative without primary representative in attendance)	Not required (per appointment)
Council Workshops including Strategic and Financial Planning	Required
Meetings with External Agencies (Including Government Representatives)	Required
Meetings with Resident or Business Owner	Required
Professional Development	Per Section 4
Open Houses	Required
Special Council Meetings or any other additional Council Meetings	Not Required
Trade Shows	Required
Travel (Outside of Didsbury Corporate Limits)	Not required if activity is approved/eligible
Travel Time (Outside of Didsbury Corporate Limits)	Not required if activity is approved/eligible
Other duties	Required

~~Types of Claimable Meetings as approved by motion of Council or in accordance with the *Municipal Government Act*~~

Meeting Type	Classification
Committee Meeting/Workshop (As primary representative)	Claimable
Committee Meeting/Workshop (As secondary representative with primary representative in attendance)	Claimable
Committee Meeting/Workshop (As secondary representative without primary representative in attendance)	Claimable
Conferences	Claimable
Council Workshops including Strategic and Financial Planning	Claimable
Meetings with External Agencies (Including Government Representatives)	Claimable
Meetings with Resident or Business Owner by specific motion of Council	Claimable
Online Professional Development	Claimable
Open Houses	Claimable
Other duties with Council approval	Claimable
Special Council Meetings or any other additional Council Meetings	Claimable
Trade Shows	Claimable
Travel (Outside of Didsbury Corporate Limits)	Claimable
Travel Time (Outside of Didsbury Corporate Limits)	Claimable



Policy Statement:

The *Municipal Government Act* establishes Council as the governing body of the municipality and, as such, allows for the compensation of Elected Officials for the duties performed. Council recognizes the need to have training and development opportunities available to ensure that Council Members remain educated and informed on governance-related matters. The purpose of this policy, therefore, is to outline the type and frequency of remuneration and professional development for the Town of Didsbury Elected Officials.

1. Definitions

Council Assignments: means official responsibilities as related to their Council assignments and appointments as well as all those assigned by motion of Council that are not reimbursed by some other external body.

Eligible Travel Time: means travel on the day before or the day after a full day meeting; or travel time on the same day (*see Appendix "A"*).

Professional Development: means annual conventions, conferences, courses, seminars, workshops, orientation, and other training opportunities that are related to municipal governance.

Professional Development Opportunities (PDOs): means professional development opportunities that are included in the Professional Development List.

2. Remuneration Guidelines

Honoraria

- 2.1 Members of Council shall be compensated with a monthly honorarium at the rates set out in Appendix A.
- 2.2 Members of Council are paid an honorarium for participation in all regularly scheduled Council Meetings as defined by the *Municipal Government Act*.
- 2.3 The honorarium is also for all non-formal duties. Non-formal duties are activities undertaken by Council due to their position, but are neither formal nor related to Council's governance function.
- 2.4 Annually, the honoraria shall be reviewed during the budget process.

Per Diem

- 2.5 In addition to the honorarium, Council members will be compensated for attendance at Council workshops, governance and external committee meetings, and professional development opportunities within their prescribed Professional Development Budget or as approved by motion of Council.
- 2.6 Members of Council will be compensated for executing their formal Council Assignments at the rates set out in Appendix A.
 - 2.6.1 The minimum claim is half an hour, unless otherwise agreed to by Committee; claims shall be rounded up to the nearest half hour.
 - 2.6.2 When eligible, members of Council may claim remuneration for travel time.
- 2.7 Alternate representatives are encouraged to attend Committee meetings.
 - 2.7.1 Alternate representatives shall only be paid for two (2) meetings annually that they attend when the primary representative is already attending, unless allowed for by motion of

Council.

- 2.8 Only the following types of meetings are eligible for per diem remuneration claims:
 - 2.8.1 a meeting/activity is scheduled or approved by motion of Council;
 - 2.8.2 a Council member is appointed to serve on the respective Committee/Board; or
 - 2.8.3 a PDO is undertaken in accordance with this policy.

Internet Allowance

- 2.9 Members of Council shall be reimbursed for the use of personal internet at the rates set out in Appendix A.

3. Expenses

- 3.1 Expenses associated to Council assignments paid out-of-pocket by a Member of Council may be submitted for reimbursement with receipts.

Meals

- 3.2 While traveling on Town business, meals may be claimed at the amount shown on itemized receipts submitted. The actual expense of the meal is the amount shown on the bill, excluding alcoholic beverages, plus a reasonable gratuity as per Appendix A.
- 3.3 No expense claims may be submitted for meals that were purchased in lieu of consumption of meals provided by an event which the claimant is attending.

Travel

- 3.4 Members of Council may claim mileage as per Appendix A.
- 3.5 Administration will book standard accommodation, registrations, and travel and facilitate timely cancellations being mindful of Council's supports of the principle of fiscal responsibility. To this end, Council members will not book their own registrations or accommodations unless Administration has deferred the responsibility should extenuating circumstances arise.

4. Professional Development

- 4.1 Administration will provide to Council a list of professional development opportunities (PDOs) available in the year, updates may be made available throughout the year as suitable opportunities arise.
- 4.2 Each Council member will be afforded a Professional Development Budget which will include:
 - 4.2.1 Funds for attendance to the Alberta Municipalities (ABmunis) Convention;
 - 4.2.2 Funds for attendance to the ABmunis Leadership Caucus'; and
 - 4.2.3 Allowance to pursue PDOs on the list provided by Administration, as updated from time to time.
- 4.3 Each Council member will have discretion in undertaking listed PDOs within their prescribed Professional Development Budget and do not require motion of Council to attend.
- 4.4 Any opportunities that Council members would like to pursue outside of the prescribed Professional Development Budget as defined in Section 4.2 of this policy must be submitted to Council for consideration and approval.
- 4.5 As needed, Administration may provide guidance to Council members with regards to suitability of specific opportunities outside of the Professional Development Budget provided.
- 4.6 Professional Development time is only claimable when the Council Expense Claim Form is

accompanied by a written Council report.

- 4.7 Council members will be responsible for reimbursing the Town the registration fee(s) for non-attendance unless due to extenuating circumstances, as approved by Council.
- 4.8 The Town is not responsible for expenses which are unrelated to the Council member's professional development activity, including for spousal/partner attendance.

5. Review of Council Compensation

- 4.1 In the year of an election, Council shall undertake a thorough review of this policy, and make any revisions they feel appropriate to take effect at the start of the next term.

5. Submission and Approval of Council Remuneration Forms

- 5.1 Members of Council must utilize the monthly remuneration form as supplied by Administration and amended from time to time.
 - 5.1.1 In the event that there is incorrect information submitted on the remuneration form, the Member of Council shall be notified relative to the adjustments made.
- 5.2 Any discrepancies may result in the claim being denied.
- 5.3 Claims submitted by Councillors shall be approved by the Mayor.
 - 5.3.1 Claims submitted by the Mayor shall be approved by the Deputy Mayor.
- 5.4 Any disagreement over the suitability of a specific claim may be presented to Council for their consideration.
- 5.5 Completed Expense Claim forms are due on the 3rd day of the month.
 - 5.5.1 Expense claims received after the deadline may be processed in the next pay period.

6. Financial Reporting

- 6.1 Members of Council that are compensated directly by a Committee, Board, or Commission shall provide their remuneration annually for inclusion in the audited financial statements.

7. End of Policy

Appendix A – Council Remuneration

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Travel Time (Outside of Didsbury Corporate Limits)	Not required if activity is approved/eligible
Other duties	Required



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: COUN 004-24 Service Group Funding Policy
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the April 23, 2024 Regular Council Meeting, Council referred the Service Group Funding Policy to the Policy and Governance Committee for review and recommendation.

The purpose of the Policy is to establish a framework for Council to host Community Groups that are requesting operating funds.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

After review, the Committee is recommending that the three community groups approved for funding in 2024 be recommended annually for funding at the same per-capita rate as the year prior. There is flexibility in the policy as well, which allows Council to review the funding granted to organizations annually as well, should an adjustment be requested.

Any group, including those explicitly named in the policy, may be invited to present to Council on any proposals for funding increases or requests. This gives Council flexibility when assessing requests from other community organizations. For reference, these are the 2024 approved organizations as well as the operating grant they received.

Organization	Population (Alberta Municipal Affairs)	Per Capita (2024)	Total Funding
Town of Didsbury Library Board	5,070	\$51.21	\$259,645.30
Didsbury & District Historical Society	5,070	\$7.10	\$36,000.00
Didsbury Lions Club	5,070	\$1.87	\$9,500.00

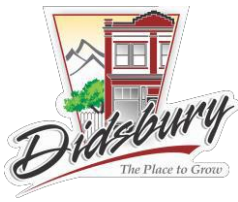
The draft policy is attached for Council's review.

ALIGNMENT WITH STRATEGIC PLAN

2. Vibrant & Connected Character Community

RECOMMENDATION

To approve COUN 004-24 Service Group Funding Policy.



1. Policy Purpose:

This policy establishes a framework for the Town of Didsbury to provide operational funding to Didsbury-based service organizations.

2. Policy Statement

Embracing partnerships with service groups helps the Town to manage costs and deliver benefits that could not be achieved independently.

These service groups provide human services that shall be available for all people to use, and therefore paid on a per capita basis.

3. Principles

3.1. The following organizations will be considered annually for funding:

- a) Town of Didsbury Library Board for operation of the Didsbury Municipal Library;
- b) Didsbury & District Historical Society for operation of the Didsbury Museum; and,
- c) Didsbury Lions Club for the operation of the Didsbury Shuttle Bus.

3.2. Operational funding contributed by the Town to these organizations is recommended to be based on the prior year's allocated per capita rate.

- i. Per capita rates will be based on the annual or most recent *Alberta Municipal Affairs Population List*

3.3. No amount of funding is guaranteed to these organizations year-to-year. During the annual budget cycle, Council may review the per capita amounts and make adjustments as required.

3.4. Council may invite select not-for-profit organizations not listed in this policy to present to Council proposals for operational or capital funding requests.

4. End of Policy



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Economic Development Project Plan & Phase 1 2024 Projects
ORIGINATING DEPARTMENT: Economic Development & Strategic Operations

BACKGROUND/PROPOSAL:

On May 27, a Council workshop, facilitated by the Economic Development Officer, reviewed the project plan for economic development for 2023 and beyond. This plan was developed in alignment with the Economic Development Strategy and Council's Strategic Priorities approved earlier in 2023.

2024 & beyond Projects were identified and Phase 1 covering 2024 initiatives are brought before Council for consideration.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council Priority related to Economic Development: A Strong and Resilient Local Economy

All projects align with the Economic Development Strategy and support the fulfillment of Council's vision and priorities. Economic Development developed a comprehensive project plan that includes detailed objectives, action items, key performance measures, timelines, potential budget implications and assigned responsibilities.

The project plan spans from 2023 to 2025 (and beyond), aligning with the end of the current Council term. Already in motion, this plan is guided by previous workshops and existing strategic priorities, serving as our roadmap to economic development success in Didsbury.

Council is being ask to approve it. However the Project plan is intended to be a living document that will be reviwed on an annual basis and builds the foundation to draft an annual work plan. Any proposed changes from year to year will be brought for consideration and approval by Council.

In the May workshop, Council reviewed the past year's achievements and upcoming projects, initiatives, and suggestions for Town Assets. Based on these discussions, Council is asked to consider the 2024 projects detailed in the project plan and the 2024 project visioning information which is attached.

Administration will explore funding options and potential partnerships as well as additional feasibility input from neighbors who have worked on similar projects.

Administration is also recommending further engagement with Suncor and further exploration into options regarding utilization of the brownfield into community use, which will require engagement with legal counsel.

Phase 2 of the projects and initiatives 2025 and beyond will be presented to Council in the fall.

Attachment: Project Plan 2023 -2025; Business case document - Phase 1 2024.

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resiliant Local Economy



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

RECOMMENDATION (3 separate motions)

To approve the Project Plan for Economic Development 2023-2025 and Beyond as presented.

AND

That administration further exploration the feasibility, funding options and potential collaboration, of the following projects:

- Augmented Reality Project
- Image and Video Library project
- Business Resource Pamphlet project

AND

That Administration further explore the potential utilization of the brownfield and engage with Suncor and legal about use agreements, funding and feasibility.

Project Plan for Economic Development Strategy		2023 - 2025	DRAFT												
Council Priority related to Economic Development: A Strong and Resilient Local Economy															
Goal: Strategically plan, prepare, and manage responsible and sustainable growth for our residents and businesses.															
Outcome: Strong business retention, support, and attraction strategies and programs are in place to help facilitate a solid, sustainable and responsive local economy that supports large and small businesses and creates a <i>shop local</i> environment and employment opportunities.															
Project	Council Priority	Objectives	Actions	Contributing Groups/Organizations/Departments	Timelines	Key Success Indicators	Comp	Budget Implications - approximate cost							
					Short	Med	Long								
1	Strategically plan, prepare, and manage responsible and sustainable growth for our residents and businesses.	> A Strong and Resilient Local Economy > Liveability > A Vibrant and Connected Character Community > Governance and Organizational Excellence > Strategically Managed Infrastructure	Creating guiding document for economic development. Create mini strategies to address current challenges.	Engagement and consulting with various stakeholders to develop an Economic Development Strategy with a Project Plan and Action/Work Plan, Marketing plan	Community at large, Council, DEDAC, Administration	x			Council approve Economic Development Strategy document	2023	N/A				
	Develop mini strategies to address Affordable Housing			EDO to develop strategies and explore programs to address shortage of housing	DEDAC; Developers; Landowners; Biz community	x			Strategies in place & action items defined		N/A				
	Develop mini strategies to address Workforce Attraction			EDO to develop strategies and explore programs to address workforce challenges in collaboration with Industry and local Business leaders	DEDAC; Business Community	x			Strategies in place & action items defined		N/A				
	Develop mini strategy for business retention & expansion			Create events and shop local programs, info pieces/ resources as well as network and educational opportunities.	DEDAC		x		Strategies in place & action items defined		N/A				
	Create 18 months Marketing Plan for various key priorities			Develop marketing pieces and campaigns related to individual projects, events, tourism, MVRFO; marketing catering to business retention and attraction, including workforce, physician and residents attraction.	DEDAC; Communication department; outsource creative	x			Strategies in place & action items defined			Minimum of \$30,000 for 2024 required. Approximately the same for 2025 in addition to grant applications that will either be coop funding or % of campaign cost.			
2	Develop a business retention and expansion program with a clear focus on industry and addressing the needs of key sectors, including business cost analysis/competitive positioning	> A Strong and Resilient Local Economy > Liveability > A Vibrant and Connected Character Community > Governance and Organizational Excellence > Strategically Managed Infrastructure	Ongoing research in terms of competitiveness. Strong Business Retention Program that addresses workforce and accommodation. Establish programs that support local businesses and newcomers.	Conduct business satisfaction survey every 2 years (outsourced).	Business Community; Consultant		x		Economic Development and Council are aware of the needs and challenges of our business community and is able to react and proactively put tools and resources in place to assist our businesses with its needs and challenges.		\$6,500				
	Business Retention & Expansion Program development for local businesses		Shop local events and downtown events to draw residents and visitors. Ensure business owners are not just closing up shop and leave. Visible vacancy without exit strategy. AAIP provincial program participation.	Assist downtown businesses with shop local and downtown events to increase traffic in downtown. Develop succession planning/ exit strategy program for businesses that are planning on retiring or selling their business. Develop Resource pamphlet for locals.	DEDAC & downtown business community; general local business community; communication	x			Events are in place and are attracting visitors and new residents alike. Local businesses are thriving and experience an increase of activities and revenues. Enhanced Business Directory project.			Potential town administration time. Marketing via social media and ads (radio & paper) Approx. \$1,000. Potential contribution by businesses. Grant application. Resource Pamphlet: \$5,000 Business			
	Placemaking		Create downtown features to attract visitors and residents alike	Explore downtown year around farmers market. CP land discussions	CP; AG Society; businesses Administration; Council		x		Agreement with CP is in Place. Farmers market in collaboration with various organizations are in place and attracting visitors and residents.		TBA				
				Suncor Community Park;	Administration; Suncor	x			Community park is in place and enjoyed by all. Is utilized for small events and fundraisers, picnics, etc.	2024		TBA - depending contribution by Suncor. Ec Dev to apply for grants for park components.			
				CP Land utilization: Parking; EV stations	Administration; Mayor			x	Agreement is reached with CP and Town is able to utilize the land.			Grant application			

3	<p>Develop key sector profiles for attracting residents, businesses, and investors</p> <ul style="list-style-type: none"> > A Strong and Resilient Local Economy > Liveability > A Vibrant and Connected Character Community > Governance and Organizational Excellence > Strategically Managed Infrastructure 	<p>Business & Investment Attraction - Residents Attraction</p>	<p>Attract, enhance, complement Didsbury's Key Sectors: Health & Wellness; Film & Creative Industry; Commercial Retail; Industrial, i.e. Manufacturing & Processing; Tourism. Residents attraction through quality of live and placemaking (section 2). Update Opportunity and Investment brochure and website. AAIIP program participation. Video-Photo library development to promote Didsbury and utilize for marketing campaigns.</p>	<p>Industry, DEDAC, Administration: Communication, Council</p>	x	x	x	<p>Storefront vacancies are reduced and are no more than 4%. Newly developed vacant spaces and lands are filled and are being developed. The Quality of life in Didsbury is enhanced and considered one of the best "small town - rural" places to live, visit and run a business.</p>	<p>See 1.15 for Marketing Budget Video-Photo library: \$10,000</p>
	<p>Health & Wellness</p>		<p>Attract Physicians and Healthcare workers and veterinarians;</p>	<p>Develop complementing healthcare talent and companies attraction program. Develop marketing campaign and Welcome Program and annual appreciation event. Led by DEDAC a committee of community volunteers will be established to coordinate the event. Connect with region to discuss veterinarian attraction project.</p>	<p>Communication; Outsource graphic design; Mountain View County collaboration to attract veterinarians. Physician Welcome and Appreciation event: DEDAC project</p>	x		<p>Didsbury has a solid inventory of health care professionals and Wellness companies that are complementing the local hospital. The professionals feel supported and Didsbury is home to them. People move to Didsbury because of the Health and Wellness offerings. The collaboration with Mountain View County was successful as we were able to secure veterinarians.</p>	<p>Marketing \$2,000 Event contribution by Town: TBA</p>
	<p>Film & Creative Industries</p>		<p>Advocate to Province for film industry support; Attract more film productions; Attract film related talent, including tech talent catering to film production. Tool for tourism to attract visitors.</p>	<p>Develop events and incentives to support creative industry. marketing campaign to increase film production attract tech talent catering to film. Develop events that promotes Didsbury as a place that supports enhances creativity. Program outdoor spaces and music stage. Promote new local production and sound studio.</p>	<p>Communication; Outsource graphic design; Mountain View regional film partners collaboration to attract more productions, talent and increase tourism activities.</p>	x		<p>Didsbury and its MVRF partners are well known for their support are busy with increased film production inquiries. Talent are settling in Didsbury to set up business and to cater to film industry. All partners are experiencing an increase of tourism activities and influx of residents.</p>	<p>Marketing campaign: \$5,000; monies to attend film festivals and events such as music city to promote Didsbury as a Creative Place: \$5,000</p>
	<p>Industrial</p>		<p>Attract light and heavy industry companies, including greening companies, hydrogen, green companies or catering to rail and resource industry; manufacturing and processing companies.</p>	<p>Work with Commercial realtors and site selection companies to promote our available land for industrial usage, including manufacturing, processing, etc.</p>	<p>Realtors, Site Selectors, Property owners, Developers; Investors</p>		x	<p>Didsbury's industrial sites are developed and occupied by successful companies that are a good fit for the community and provide opportunities for well paid jobs and positions.</p>	<p>Marketing material development \$2,000 Attend Globe 2026 in Vancouver: \$3,000 (event only takes place every 2 years)</p>
	<p>Commercial</p>		<p>Attract retail and service companies to fill our vacancies in downtown and commercial spaces within new developments or lands.</p>	<p>Work with Developers to attract franchises as well as independent commercial businesses. Attend tradeshows to position Didsbury with Commercial businesses ready to expand.</p>	<p>DEDAC; Developers, Commercial Realtors; Entrepreneurs and local businesses</p>	x	x	<p>Retail and commercial spaces are filled with unique retailers and eateries or services, including an additional grocery store and a hotel.</p>	<p>Marketing material: \$5,000; Attend at least 2 focused trade shows: Calgary and Whistler ICSC: \$4,000</p>
	<p>Tourism</p>		<p>Develop tourism product and service, including new and enhanced events creation and programming to increase visitation to Didsbury. Provide visitors with a variety of memorable activities and experiences for them to return with family and friends. Potential consideration to become a resident and/or open up a business.</p>	<p>Work with local businesses and Town administration; Downtown businesses; Travel AB; ITA; TIAC; TAIA; Red Deer Poly Technic, Innovate and Invest Alberta, and provincial administration, entrepreneurs and investors to establish and develop services and unique products that will set Didsbury apart from other small communities. Capitalize and leverage Didsbury as a film location to establish new products and services, as well as events.</p>	<p>DEDAC, Town administration; Downtown businesses; Travel AB; ITA; TIAC; TAIA; Work with Red Deer Poly Technic, Innovate and Invest Alberta, and provincial administration, entrepreneurs and investors.</p>	x		<p>Didsbury is recognized as Tourism zone with Travel AB; new services and events resulted in increased visitation, and attracted new residents and investment. Increased traffic, increase of revenue for our local businesses; Didsbury's events have excellent attendance. Didsbury is recognized as a live music location - indoor and outdoor festivals. Film and TV show fans are visiting regularly.</p>	<p>Marketing, including visitor guide and marketing campaign design and development- Coop grants provided by TA \$10,000 (50% contribution) in 2025. Grants for product and event, festival development. Product development Budget: \$45,000. Potential grant applications for 2024 and 2025.</p>

			Establish Visitors and Newcomer Welcome Centre in Didsbury to provide visitors and new residents with information related to the best experience, activities and resources in Didsbury.	Set up train station as a visitors & newcomer centre. Apply for summer student to man visitor centre. Develop visitor information brochures and digital tools for online walking tour, etc.	Town administration; Community Services, Communication; outsource graphic and design for brochure.				The Visitors & Newcomer Centre is open from May till October and has a steady flow of visitors requesting and inquiring for activity and general information about Didsbury.	Summer Student. Potential additional Town staff under EcDev: Events, Programs, Film and Visitor & Newcomer Centre
			Enhance and develop new events to increase visitors and position Didsbury as a location for the Creative Industry and unique features.	Wynona Earp Fan Conference - a day in Didsbury Event (2024). Explore outdoor music and performing arts events. Collaborate with performing arts and live music contacts in Didsbury to position Didsbury as a performing arts location. Develop regional film festival with MVRFO partners and film related organizations. Explore Made in Rural Alberta conference in collaboration with Red Point Media.	Work with W. Earp conference contact and Town Event Coordinator as well as local businesses. Develop Scavenger hunt. Work with local musicians and arts organizations to attract a line up of musicians and a headliner for outdoor events. MVRFO partners, industry, Communication Department, Event Coordinator, to develop Film Festival Work with Red Point Media, and Mountain View County and other partners.	x	x	x	Events are well attended and attendance increases annually as they become more popular. Didsbury is a well known for its successful events. It contributes to businesses revenue increase and also increases business and investment attraction by 5 - 10%	TBA. Grant applications for festivals to Travel AB; PrairiesCan. Wynona Earp Day : \$7,000
			Find a home for film props show case to attract film and to show fans and increase visitation to Didsbury.	Find and set up a home for film prop showcase and promote accordingly. Continue to collect film props to add to the showcase. Potential Highway sign to point out attraction as well as explore downtown wayfinding.	Public works; Communication; AB Transportation; Pattison Outdoors (Digital sign infrastructure)	x			Didsbury experiences increase in visitation due marketing of the showcase.	Town contribution: TBA. Grant applications for product development to Travel AB
			Develop and use the Augmented Reality as a unique tourism tool to attract visitors from around the world.	Develop an augmented reality tool to showcase the movies and to shows filmed in Didsbury. Explore additional contribution by potentially PrairiesCan or provincial grants.	AB Innovates, Province, Prairies Can; Production companies;				Didsbury is known for its innovative approach and support of Creative Industry. The new tool increased traffic to town and helped our businesses to increase revenue. Scavenger Hunts are taking place on weekends and attracts families and movie/to show fans from all over the world.	\$45,000. Explore and apply for potential grants
4	Continue to encourage the growth of Didsbury's employment base, offering meaningful opportunities to all	<ul style="list-style-type: none"> > A Strong and Resilient Local Economy > Liveability > A Vibrant and Connected Character Community > Governance and Organizational Excellence > Strategically Managed Infrastructure 	See section 2 & 3					x	x	
	Workforce Attraction - under Business Retention		Section 2							
	Business & Investment Attraction		Section 3							
5	Continue to develop and strengthen connections with the local film industry and promote Didsbury as a prime location for film projects; support and promote the Mountain View Regional Film Office as a premier film office in Alberta	<ul style="list-style-type: none"> > A Strong and Resilient Local Economy > Liveability > A Vibrant and Connected Character Community > Governance and Organizational Excellence > Strategically Managed Infrastructure 	Didsbury and its MVRFO partners are a sought after region for a variety of film & TV productions. Known as the premier rural film location, providing exceptional service to the industry and production companies and talent. Build, enhance and maintain relationships within the film industry to advance our position as a premier film office, including Provincial government; provincial, national and international organizations.	Ongoing relationship building and maintenance within the industry ; Develop Regional Film Guidelines and fees. Build capacity and potential membership within our region. Ongoing promotion and event, film festival attendance by partners. Develop Strategy.	Didsbury EDO, MVRFO partners, Mayor, Communication and Didsbury Film Coordinator, Town Administration as required.			x	The Industry feels supported and finds a trusted advocate for all their needs in the MVRFO partnership. The partnership is known for its exceptional service and are invited to speaking engagements to share best practice and expertise. Didsbury's facilities are booked through the year for productions and business community is experience an increase of revenue.	Minimum of \$8,000 (per partner) for operational and marketing initiatives incl. but not limited to festival attendance (incl. outside of province). marketing initiative to attract talent, tech talent, productions

	MVRFO Membership		MVRFO will explore potential partnerships within or bordering Mountain View County for a fee to cover operational and ongoing cost as well as marketing. Establish terms of reference for participating members as well as a fee structure and service provided for fee.	Promoting the opportunity to become a member or affiliate for a fee. Connect new members/affiliates with web designer to create a microsite to be added to the MVRFO website under Members/Affiliates.	MVRFO partners, EDO's, Administration and respective councils.		x		MVRFO established solid relationships with affiliates and is able through the fees to maintain itself from an operational and marketing perspective, as well as able to attend film festivals as see fit. An Executive Director to lead the organization is hired and a board with partners and affiliates is established.		Revenue generating activity
	Mountain View Regional Film Office Festival & Event Attendance.		The partnership is developing an annual rural film festival that will attract visitors and celebrities alike. The partnership is attending film festivals across the country to promote its festival and location to the attending industry at those festivals. The secondary objective is to build relationships with industry and other organizations that are beneficial to MVRFO. The MVRFO partners will accept speaking engagement to share best practice and expertise	Explore other festivals, including Saskatchewan, Banff and Calgary Film Festival in June. Apply for festival grant. Coordinate location and prepare festival details. Secure sponsorship. Invite organizations and special guests and local community.	MVRFO partners, EDO's, Administration and respective councils; Event Coordinator, Travel AB; Film industry contacts that contribute to the festival.		x	x	An annual rural film festival is in place and well attended, including celebrities. The partners are attending numerous festivals across the country and abroad and participate in speaking engagements throughout the year.		Film Festival will sell tickets to at minimum break even. Grant applications for regional film festival with Travel AB.
6	Explore options for outstanding matters such as vacant Town properties	<ul style="list-style-type: none"> > A Strong and Resilient Local Economy > Liveability > A Vibrant and Connected Character Community > Governance and Organizational Excellence > Strategically Managed Infrastructure 	TBA	Utilize, sell or program buildings.	Council		x		Buildings purpose is decided and will benefit projects, the community or/ and industry	2024	TBA
	Fire Hall		Potentially keep the building as a flexible, easy to modify filming location or demolish and develop/sell				x				
	Old Town Hall		Consider keeping that building as a flexible film production location, in addition to set up potential Makers Space and retail pop up. Potential showcase prop location.				x				
	Train Station		Vistors and Newcomers Centre. Space for art showcase and workshops. Potential home for prop showcase.				x				

Economic Development Project Visioning

➤ **Augmented Reality Tool: \$45,000 – 2024 Project**

In an increasingly competitive tourism market, destinations are constantly seeking innovative ways to attract visitors and enhance their experiences. Augmented Reality (AR) offers a unique opportunity to blend the physical world with digital elements, providing tourists with immersive and interactive experiences that enrich their exploration of a destination. Various Didsbury's locations and landmarks – points of interest and history, such as the museum are included in this destination tool.

We leverage AR as a “Business Retention & Expansion” tool. By embracing AR technology and implementing immersive and interactive experiences, tourism destinations can engage visitors in new and exciting ways, fostering deeper connections and leaving lasting impressions that encourage return visits and positive word-of-mouth recommendations.

In addition innovate Didsbury 2024 represents a bold vision for leveraging technology and innovation to enhance the town's quality of life, foster economic growth, increase its tourism potential and position Didsbury as a dynamic and forward-thinking community. By implementing strategic initiatives, fostering collaboration, and engaging stakeholders, Didsbury can realize its full potential as an innovation hub in the digital age.

➤ **Didsbury Quality of Life and Business Video – Image Library: \$10,000 – 2024 Project**

The proposal aims to develop a comprehensive photo and video library as a marketing tool for business and investment attraction, business retention and expansion, resident's attraction and to increase visitation.

Developing a photo and video library as a tool for business attraction can significantly enhance the community's ability to market itself effectively, showcasing its assets, and engage with potential new businesses. By leveraging high-quality visual content, the community can create a compelling narrative that highlights its strengths and opportunities, ultimately driving business growth and economic development.

- **Visual Storytelling:** effectively showcase the community's vibrancy, culture, and amenities, making it more appealing to potential businesses.
- **Professional Image:** conveys professionalism and readiness, providing businesses with a sense of the community's commitment to growth and development.
- **Targeted Marketing Campaigns:** tailored visual content for marketing campaigns aimed at specific industries or business sectors.

Showcasing Community Assets

- **Local Amenities:** Highlight local infrastructure, schools, healthcare facilities, parks, and recreational areas to demonstrate the quality of life in the community.
- **Success Stories:** Document and share success stories of existing businesses, showing a supportive and thriving business environment.
- **Cultural and Historical Attractions:** Promote local attractions, events, and historical sites, enhancing the community's appeal.

Supporting Real Estate Development

- Commercial Real Estate: Provide visual tours of available commercial properties, making it easier for potential investors and businesses to assess opportunities remotely.
- Community Development Projects: Showcase ongoing and future community development projects, indicating growth and investment potential.

➤ **Business Resource Pamphlet: \$5,000 – Project 2024/25**

Developing a Business & Community Resource Pamphlet is a strategic initiative that will promote local businesses, enhance access to community resources, and foster a stronger sense of community. By providing a centralized source of information, the pamphlet will support economic growth, improve quality of life, and encourage collaboration among businesses and community members. This pamphlet will provide essential information about local resources, services, and opportunities, fostering economic growth and community engagement and much needed information for newcomers. The pamphlet will be available in print and digital format on our website. Benefits:

- Increased Visibility for Businesses: Enhance the visibility of local businesses, leading to increased foot traffic and sales.
- Access to Resources: Provide community members with easy access to important resources and services.
- Economic Growth: Stimulate local economic growth by promoting business and community engagement.

▶ **Suncor Brownfield – Community Park/Community Plaza Project 2024**

A town plaza serves as a powerful business retention tool by increasing foot traffic, enhancing community engagement, and supporting local businesses. Didsbury aims to create a vibrant, attractive, and economically beneficial hub that fosters community pride and well-being. The benefits extend beyond economic gains, contributing to the social, cultural, and environmental health of the community. A well-designed town park/plaza attracts residents and visitors. Hosting events, markets, and festivals ensures a steady stream of visitors throughout the year, providing consistent economic activity. The plaza becomes a focal point for the town’s cultural life by hosting events, performances, and celebrations, attracting diverse groups. Live performances, pop-up shops, farmers markets, and craft fairs offer local businesses additional opportunities to reach customers and increase sales.

A well-maintained and active town park/plaza can become a symbol of civic pride, encouraging residents to take an active role in the community’s development and upkeep.

The park/ plaza can include community gardens or urban agriculture projects, promoting local food production and sustainability education. Ensuring the park/plaza is accessible to all, including people with disabilities, and providing amenities such as seating and shade, improves inclusivity. Green spaces, seating areas, and public art installations enhance the quality of life for residents and create a pleasant environment for relaxation and recreation.

While some landscaping and parking spaces on the property are provided by Suncor, the town is actively seeking Suncor Community Investment grant and sponsorships for park components. Potential additions include game tables, picnic tables, benches, a gazebo for live performances, art components, and a small play structure, further enriching the town park/plaza as a community hub.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
 SUBJECT: IT Support Services Award
 ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

The Town of Didsbury requires Information Technology (IT) Support Services in order to support all IT users, manage the Town’s secure data, set up backup and recovery systems, maintain IT infrastructure, and facilitate software updates and upgrades. The current service contract is ending; therefore, Administration was required to go to market. On May 3, 2024, Administration posted a request for proposals (RFP) on the town website and Alberta Purchasing Connection in accordance with the Procurement of Goods and Services Policy #FIN 010. The RFP was advertised in the local newspaper and was open for submission from May 3 – May 31, 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration received 14 submissions ranging from \$33,000 to \$120,000 per year. Most proposals included the cost of cyber security monitoring. For those that did not, Administration adjusted the pricing to include the Town’s current cost of cyber security, ensuring the analysis was fair and consistent. The average overall score of the proposals was 87/100. The Town’s current service provider did not submit a proposal.

The proposals were evaluated on the following criteria:

Evaluation Category	Weighting
Presentation – the proposal is complete, well-organized, and contains all required documents	/10
Suitability of the proposal – the proposed approach and methodology meets the description set forth in the RFP	/20
Project Work Plan/Timeline – the proposed work plan includes the project deliverables set forth in the RFP	/20
Staffing and Experience – the vendor has successfully completed similar projects and has the qualifications necessary to undertake this project	/20
Pricing – the price is commensurate with the value offered by the vendor	/30
TOTAL	100

The lowest priced bid was from Lancesoft for \$33,000 per year. However, the proposal did not meet the requirements of the RFP in other scoring areas. The company is headquartered in Virginia, with the Canadian head office in Ontario. Although Lancesoft’s bid was the most affordable, it is less suitable than the other bids due to the distance from Didsbury. Administration would expect to have to increase internal capacity related to IT to be able to use this provider, which was not planned for.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

While Administration scored all the proposals, the two proposals with the highest average scores are detailed below for Council's review. The top two proponents scored 99 and 98. The next highest was a score of 93.5, with the largest difference being price.

1. **Vincovi - 99/100;** Vincovi is an IT company that focuses on municipalities and clients in rural Central/Southern Alberta. They have offices in Airdrie, Three Hills, and Calgary as well as one technician who lives in Didsbury. Vincovi currently works with various municipalities of similar nature including the nearby municipalities of Town of Sundre and Town of Three Hills. Vincovi has an experienced team of staff who can provide redundancy and support to meet the IT needs of the Town of Didsbury. Vincovi's annual price is \$69,600, which includes a 24/7 managed detection and response cyber security solution. There is a one-time implementation cost of \$2,523.
2. **Longhurst – 98/100** Longhurst Consulting is an IT company whose head office is in Red Deer, AB and also services some municipal clients. Longhurst's municipal references provided very positive feedback regarding their service. Longhurst's annual price is slightly higher at \$72,045 which includes a 24/7 managed detection and response cyber security solution. Longhurst's one-time implementation cost is \$3,500.

These two providers have comparable services and strong references. Vincovi's price is slightly lower, giving them an edge in the scoring.

Included in the Town's 2024 budget for IT support services is \$60,000 with an additional \$20,000 for its cyber security solution. Both Vincovi and Longhurst's proposals fall within the annual budget.

After full review and evaluation, Administration recommends that the IT Support Services contract be awarded to Vincovi. Based on the proposal and references provided, Vincovi can meet the requirements outlined in the Request for Proposal, and the close proximity of Vincovi's offices and staff eases the ability for onsite support if needed.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To approve entering into a contract with Vincovi Technology Solutions for Information Technology Support Services.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Energy Rates
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

The Town is currently in contract for natural gas and electricity rates which come to an end in October and November, 2024. The cost of electricity and natural gas are significant budgetary items that impact the organization. Both electricity and natural gas markets have experienced volatility in the past several years, given the energy transitions from coal-powered to natural gas-powered energy.

Electricity

The Town is currently on block pricing for electricity at 0.0618/kWh. Each site is charged an admin fee of \$3 per site. Electricity requirements which are over the block are bought and sold at the market price at the time of the purchase or sale. Typically, we are purchasing at peak hours and selling at non-peak hours. Prices are higher at peak hours due to the law of supply and demand.

Natural Gas

The Town locked in its natural gas pricing just under two years ago, when prices were extremely volatile at \$6.04/GJ. Each site is also charged an admin fee of \$3 per site. Since this time, the market has seen the price for natural gas reduce substantially.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Town currently uses energy broker, DNE, to scan the market for best rates for a period of time. The broker offers guidance over the current and long-term markets and goes to work looking for better pricing well in advance of contract renewals. DNE is recommending remaining with Direct Energy on a 3-year fixed load following program for natural gas and a 3-year fixed load following program for electricity. The rates are quoted at \$3.74/GJ for natural gas and \$0.0745/kWh for electricity. These prices fluctuate daily based on the market; therefore, it is recommended an allowance of +/- 5% for both products. This means it may be possible that the Town locks in at a lower price depending on the pricing once a decision is made.

The benefit of a load following program is the ability to budget as the pricing will be locked in for all consumption for the term. The risk generated from the volatility of the markets will be eliminated as the price will be fixed. Three-year plans are recommended, as anything longer than that becomes more risky given the amount of transition that the market has been and is expected to be experiencing.

The Town was also recently approached by AB Munis which offers a power+ aggregation opportunity. This is a pool of many municipalities under the same pricing plan. Under this plan, they are recommending a block pricing program at a variable rate of \$0.07265/kWh for the energy within the purchased energy block. Excess energy required outside that allotment would be purchased on the open market and energy on the block not required would be sold to the market. Each trade comes with an additional third-party trading charge of \$0.000375/kWh. This plan has an admin fee of \$0.00315/kWh with a minimum of \$20



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

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per site per month. Most sites would see the minimum fee of \$20 be applied, due to consumption. This plan is a fixed price, but the Town could not begin on the plan until January 2025 and, therefore, would be subject to open market pricing for November and December.

While AB Munis is looking into a natural gas aggregation, it currently does not have a natural gas plan available and the Town would be subject to market pricing for natural gas.

Rate Comparison not including Admin Fee

The estimated contract cost for electricity under AB Munis plan, based on 2,110,797 kWh of usage, is \$167,273. The estimated contract cost for electricity under Direct Energy's plan based on the same consumption is \$157,254.

Administrative Fee Comparison

Under Direct Energy, the admin fees for both natural gas and electrical sites would total \$1,584 per year. Under AB Munis plan, the admin fees for electricity sites only are estimated at \$11,574 per year.

Overall, the risk is lower under the plan with Direct Energy. The admin fees are significantly lower under this plan and the contract costs are also expected to be lower under this plan compared to the AB Munis. For these reasons, Administration is recommending remaining with Direct Energy and going with a fixed load following program for electricity and natural gas for a three-year term as presented. In the event that long-term pricing come down, the Town can lock in future pricing at any time.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve renewing with Direct Energy for natural gas and electricity rates at \$3.74/GJ +/-5% and at \$0.0745/kWh +/-5%, respectively, for a period of 36 months commencing at the termination of the Town's current contracts.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Budget 2025 Timelines
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

Council will have engaged in a pre- budget workshop on June 24, 2024. During this workshop, timelines for the 2025 budget process will be reviewed and discussed.

Since this workshop was not held at the time of building this RCM agenda package, they are not included below. After the workshop, the 2025 Budget timelines will be brought forward to the Council meeting for approval.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is recommending that the budget timelines, as discussed at the workshop, and presented at Council, be approved.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To approve the Budget 2025 Timelines as presented.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Proceeds from Sale of 2500 – 15 Avenue
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

At the Regular Council Meeting on May 28, 2024, Council was presented with a report outlining the proceeds from the sale of the property at 2500 15 Avenue Didsbury, the former Five-0 Club. That decision was referred to the Financial Planning Committee (FPC) which met on June 17, 2024 to discuss the topic.

The sale of the land and building closed on March 1, 2024 with proceeds of \$315,000.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Since the meeting on May 28, it was determined that the funds cannot be used for all of the suggested items, as the land was previously designated MR land prior to disposal of the property.

Under the MGA s. 675(3), on removal of the designation, the proceeds from the sale may only be used for the following purposes:

1. A public park,
2. A public recreation area,
3. School board purposes,
4. To separate areas of land that are used for different purposes.

Therefore, the Committee is recommending, as required under the Act, that the proceeds of \$315,000 be transferred to the Municipal Reserve (MR) Fund. The Committee also recommends the use of these funds be referred to Council's visioning session for the upcoming budget year.

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To transfer the proceeds of \$315,000 from the sale of 2500 – 15 Avenue to the Municipal Reserve (MR) Fund.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Growing Canada’s Community Canopies Grant
ORIGINATING DEPARTMENT: Community Services

BACKGROUND/PROPOSAL:

Following the 2023-2028 Open Spaces Asset Management Plan, the Town recognizes the need to maintain and build on Didsbury’s urban forest to ensure biodiversity health. This includes developing a planting plan to address high-risk trees along the town’s boulevards that require removal and stump grinding, as well as planting additional trees along the boulevards and in the campground. The new trees at the campground will also provide social benefits by reducing noise pollution and providing greater privacy for campers.

There is an opportunity to fund a portion of this through the Growing Canada Community Canopies (GCCC) grant by the Green Municipal Fund. This fund offers up to 50% of eligible expenditures for projects that contribute to incremental tree planting to maximize the social, environmental, and economic benefits of tree planting. As part of this grant application, an arborist will recommend suitable tree species, oversee site preparation, facilitate tree planting, and develop a maintenance plan to ensure the newly planted trees do not become hazardous or high-risk in the future.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

This funding opportunity is being brought to Council’s attention as the grant requires Council support towards the project, if successful. This project would be included as part of the 2025 Capital Budget. To apply for funding, Council must commit to funding the remaining 50% of the project if the grant application is successful. The Municipal Reserve Fund is a potential source of funding for the project and any funding source would be finalized, upon grant approval, during the 2025 budgeting process.

Administration has done a high-level estimate for pricing, given the time constraints on the grant application. The actual budget is not yet confirmed but an estimate is as follows:

Tree Removals & Replacements	Estimated Pricing	Potential GCCC Grant (50%)	TOD (50%)
Town Boulevards	110,000	55,000	55,000
Campground	75,000	37,500	37,500
Total	185,000	92,500	92,500

Administration recommends that Council provide conditional support for this project by committing to fund 50% of the project costs if the grant application is successful. Funding options will be presented, upon grant approval, during the 2025 budget season. Any changes to the pricing would also be brought back to Council for consideration. Administration is seeking a resolution supporting the project to meet the grant application deadline of July 12, 2024.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To provide a *Letter of Support* for the Growing Canada’s Community Canopies grant application describing the Town’s organizational commitment to, and financial support for, the Tree Removal and Replacement project.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: 2024 Roadworks Project Update
ORIGINATING DEPARTMENT: Engineering & Infrastructure

BACKGROUND/PROPOSAL:

Following spring thaw, a few segments of the Town’s road network experienced localized failures. With the award of the 2024 Roadworks Contract, the Department requested the contractor provide pricing to repair those areas.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The list of locations, areas, and cost to repair are as follows:

	Location	Area (m2)	Cost to Repair
1	Valarosa Drive	440	\$ 51,000
2	16 Street South of 20 Ave	600	\$ 60,000
3	22 Ave East 23 Street	160	\$ 19,000
4	18 Ave East of 16 Street	600	\$ 60,000
		Sub Total	\$ 190,000
		Contingency (5%)	\$ 9,500
		Total	\$ 199,500

This roadwork repair work is considered non-routine in nature and, therefore, qualifies as allowable costs under the MSI grant. With the MSI funding ending, the Town is required to spend the funds. It is recommended that the roadwork projects documented above be funded with MSI grant funding.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To approve the additional scope of work and allocate \$199,500 for the road repair work as presented to be funded from MSI grant funding.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Butte Repair Project Update
ORIGINATING DEPARTMENT: Engineering & Infrastructure

BACKGROUND/PROPOSAL:

Council approved a project to complete repairs to the exterior of the Butte Standpipe. Administration approached several contractors with expertise in coating applications. Administration held a site visit May 28 with the bid closing on June 6, 2024. Two bids were received. One of those bids failed to qualify.

The compliant bid was received from Olds Concrete. The bid is \$257,925.00 with a 10% contingency; the total bid amount is \$283,717.50.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

With one compliant bid, the Town has three options:

1. Award the contract to Olds Concrete for \$283,717.50, or;
2. Direct Administration to engage with Olds Concrete to negotiate the schedule and prioritize areas of highest concern for repairs, to reduce the quantity of work and remain within the current approved budget of \$100,000, or;
3. Postpone the project and re-tender the project in late summer.

If Council chooses to award the contract, the excess cost may be funded from Water reserves, dependent on how the East Reservoir Project is funded. If the excess cost is not funded, it may contribute to a deficit in the department at year end, which will either be covered from reserves, if available, or it will be made up in future years.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

That Administration postpone the Butte Repair Project and re-tender in late summer.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Five-0 Club Capital Project Feasibility Update
ORIGINATING DEPARTMENT: Engineering & Infrastructure

BACKGROUND/PROPOSAL:

Res. 188-24

MOVED by Deputy Mayor Engel that Administration assess the feasibility of the requested capital projects for the Five-0 Club building located at 1619-22 Avenue and return a report to Council.

The Town is currently in a lease agreement with the Five-0 Club and, as outlined in the agreement attached for Council's review, the Town is financially responsible for major building maintenance and capital upgrades.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Three projects were presented to Council and are reviewed below. Administration estimates the total project cost to be \$150,000.

1. **Stair Lift** - Administration met with an industry accessibility expert and concluded a stair lift was not possible. The two constraints are the space available in the stairwell and the lack of structural capacity in the internal partition wall.

Although a stair lift is not a feasible solution, the supplier confirmed an external porch lift is possible. A porch lift is a self-enclosed, externally constructed unit similar to an elevator. The porch lift could be constructed on the east side of the facility where the existing deck is currently located.

The lift would come with three stops: ground level, lower level and upper level. This solution would make the entire building accessible. The estimated cost to supply and install the lift is approximately \$120,000.

2. **Lower Level Washroom** - Administration believes it is possible to construct a washroom in the lower level. It is estimated the renovation would cost approximately \$20,000.
3. **Lower Level Floor Leveling** - It is estimated the work to level the floor would cost approximately \$10,000.

Administration is recommending these projects be brought forward in the 2025 Capital Budget. There may be grant opportunities related to accessibility that Administration will explore, should this recommendation go forward.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To include the Five-0 Club Accessibility Projects, including the porch lift, washroom, and floor leveling, as outlined, in the draft 2025 Capital Budget.

**FIVE-O CLUB OF DIDSBURY ALBERTA (2005) LEASE AGREEMENT
(EAST FACILITY)**

BETWEEN:

**THE TOWN OF DIDSBURY
Didsbury, Alberta TOM 0W0
(hereinafter referred to as the Lessor)**

and

**THE FIVE-O CLUB OF DIDSBURY ALBERTA (2005)
(hereinafter referred to as the Lessee)**

The Town of Didsbury, in the Province of Alberta (hereinafter called the Lessor) being registered owner, subject however, to such mortgages and encumbrances as are notified by memorandum underwritten or endorsed thereon, of that parcel of land described below:

All improvements and land legally described as:

Portion of Block 7, Plan 7976 C.N. outlined in Appendix "A" and is located in the north-east corner

Excepting thereout all mines and minerals and the right to work the same (hereinafter called the "demised premises")

DOES HEREBY LEASE TO THE FIVE-O-CLUB OF DIDSBURY ALBERTA (2005) of Didsbury, Alberta (hereinafter called the "Lessee") to be held by the said Lessee as tenant for the term of **one (1) year from the 1st day of November 1987 for the Five-O-Club Building Facility** (East Facility) for the purpose of holding meetings, recreation or social events only, at the yearly rental of ONE (\$1.00) DOLLAR payable annually in advance (the first payment to be made on the **1st day of November A.D. 1987**).

AND the Lessor and the Lessee agree that this Lease shall automatically be renewed, on a year by year basis, unless either party elects to terminate it upon the giving of not less than ninety (90) days notice in writing of its decision to terminate to be effective on the 31st day of December next following the giving of such written notice.

The Lessee agrees with the Lessor that it will not assign or sublet without leave and will not carry on any activities in the demised premises other than that of holding meetings, recreational activities or social events.

PROVIDED always that if the rent hereby reserved or any part thereof shall be in default or if a breach or default shall be made by the Lessee in any of the covenants herein contained, whether affirmative or negative, then and in every such case it shall be lawful for the Lessor to enter into and upon the demised premises or any part thereof in the name of the whole to re-enter and the same to have again, repossess and enjoy as if these presents had never been executed.

AND, the said Lessor hereby covenants to pay all taxes, rates and assessments that may be levied against all Block 7, Plan 7976 C.N.. during the term hereby granted.

AND, the Lessor and Lessee covenant and agree that during the term of this Lease the Lessee may allow the demised premises, or part thereof to be used by other organizations for social or recreational functions of short duration (not more than sixteen (16) hours in duration) and the Lessee may, after prior approval by the Town of Didsbury, fix the rates to be charged for using

the demised premises, or part thereof. The Lessee shall be entitled to select who, or which organization shall be entitled to rent and use the demised premises or part thereof.

AND, the Lessor covenants with the Lessee that the said Lessee upon paying the rent hereinbefore reserved and keeping all the covenants herein contained shall and may from time to time and at all times during the said term peaceably and quietly enjoy the demised premises for the purposes aforesaid without molestation or hindrance.

AND, the Lessee hereby covenants with the Lessor to strictly and carefully observe and comply with all the bylaws and regulations of the Town of Didsbury in regard to the sanitary condition of the demised premises and also with regard to the prevention of fires, and that if the Lessee shall commit a breach of any of said bylaws and shall fail to comply with such bylaws within forty-eight (48) hours after being notified so to do by the Lessor or its agent, then the Lessor shall have the right to re-enter in and upon the demised premises and to do all that is necessary to comply with the said bylaws, and shall have the right to add the costs thereof to the current year's rent and to exercise all such rights against the Lessee as the Lessor may exercise for collecting the said rent.

THE Lessee covenants with the Lessor that it will at all times during the currency of this Lease allow the Lessor by its agents, workmen, employees or otherwise to enter upon any part of the demised premises.

IT IS further agreed between the parties hereto that this Lease may be terminated by either party giving the party ninety (90) days notice in writing of its intention to do so. In the case of termination by the Lessor the said notice shall be sent by registered mail to the Lessee addressed to it at Didsbury, Alberta and in the case of termination by the Lessee the said notice shall be left with or mailed by registered mail to the Chief Administrative Officer of the Town of Didsbury.

UPON the termination of this Lease by either party the Lessee shall leave all equipment, buildings or other structures or improvements now located on the demised premises or hereafter placed by it upon the demised premises and shall leave the site upon which they are located in a clean and tidy condition.

IT IS expressly agreed between the parties hereto that the Lessee may use the demised premises only for the purposes of holding meetings, recreational activities or social events and that it will keep the premises in a good state of repair. Failure to comply with this covenant shall be considered a breach of the contract and entitle the Lessor to re-enter upon the demised premises as if this Lease had never been executed.

IT IS expressly agreed between the parties hereto that the responsibilities and duties outlined in Schedule A shall be adhered to by both parties.

The Didsbury Five-O-Club of Didsbury Alberta (2005) of Didsbury, the said Lessee, does hereby accept this Lease of the demised premises to be held by it as tenant and subject to the conditions, restrictions and covenants implied and above set forth.

THE Lessor will provide comprehensive building insurance coverage under the Town of Didsbury Insurance Plan.

Schedule A

Town will be financially and logistically responsible for:

1. Major building maintenance which includes but is not limited to, structural, roof, electrical, plumbing and heating ventilation and air conditioning units.
2. Capital upgrades which include but are not limited to: replacement of carpet, flooring, and painting.
3. Maintenance of grass area within and adjacent to the fenced boundary of the property
4. Building Insurance.

The Five-0 Club will be financially and logistically responsible for:

1. Minor interior wear and tear.
2. Payment of Utilities including power, natural gas, water, sewer and garbage
3. Janitorial services
4. Insurance, including: Commercial General Liability, non-owned Automobile Liability, Crime, All Risk Property on the contents.
5. Five-O Club Security Alarm System
6. Parking lot maintenance



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: East Reservoir Funding Model
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

The Town of Didsbury has been selected as a recipient of the Alberta Municipal Water/Wastewater Program (AMWWP) and has been granted \$2,541,000 towards the East Reservoir Project.

Council had previously approved the project as follows:

- On January 17, 2024 the East Reservoir Design was approved for \$125,000 to be funded through Water Offsite Levies (Res #023-24).
- On January 23, 2024 the East Reservoir Construction was approved for \$5,683,054 to be funded as follows (Res #043-24):

East Reservoir Project Funding Approved by Council	2024
Long Term Debt	1,894,351
MSI/LGFF	788,703
Water Reserves	3,000,000
Total	5,683,054

Prior to notice of the grant success, Administration proposed funding models that maximized available resources to prioritize the East Reservoir project. Council passed resolution #046-24 requesting the return of the funding model following the success of the AMWWP grant. Administration has prepared alternative funding models for Council’s consideration.

The new funding models show the all-inclusive project cost of \$5,683,054. This includes the East Reservoir Design project valued at \$125,000 that was approved early in 2024.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Under both scenarios, Administration has removed MSI/LGFF grant funding from the proposed funding models to free up those resources for other upcoming projects.

Using debt to finance a project will ensure the users that are using the system pay for it in the year that they use it. Using reserves requires funds from previous users for a future project. A mixture of both funding sources is recommended.

Scenario 1:

This funding model maintains the current approved Long Term Debt, which is 1/3 of the project cost , while reducing the amount spent from Water Reserves. It is important to keep a sound foundation of water reserves as a risk management tool. This would leave approximately \$1,600,000 in water reserves at the end of 2024, assuming no other spending from reserves is approved. These reserves will be available for future planned water projects. The Multi-Year Capital Plan includes various deep utility water projects across 2025-2029, as well as the Butte Water Tower Lining and Operational Integration



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

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Improvements in 2027. This model is recommended to ensure there is enough funding for future water infrastructure projects.

Scenario 1	2024
AMWWP Grant	2,541,000
Water Offsite Levies	115,000
Long Term Debt*	1,894,351
Water Reserves	1,132,703
Total	5,683,054

*Under this model, the Long Term Debt requires annual payments of approximately \$140,000 per year for a duration of 25 years at a rate of 5.24%.

Scenario 2:

This funding model reduces the Long Term Debt debt by \$380,824, paying for the difference through Water Reserves. The Long-Term Debt and Water Reserves are evenly distributed 50%/50% after reducing the project cost by the AMWWP grant and Water Offsite Levies. This would leave approximately \$1,200,000 in Water reserves at the end of 2024, assuming no other spending from reserves is approved.

Scenario 2	2024
AMWWP Grant	2,541,000
Water Offsite Levies	115,000
Long Term Debt*	1,513,527
Water Reserves	1,513,527
Total	5,683,054

*Under this model, the Long Term Debt requires annual payments of approximately \$110,000 per year for a duration of 25 years at a rate of 5.24%.

There are significant levels of debt and reserve funding available for this project; therefore, Administration is recommending that this decision be referred to the Financial Planning Committee to review the scenarios and other possible options in further detail.

ALIGNMENT WITH STRATEGIC PLAN

1. Strategically Managed Infrastructure

RECOMMENDATION

To refer the East Reservoir Project funding to the Financial Planning Committee for review and recommendation.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Correspondence & Information
ORIGINATING DEPARTMENT: Legislative Services

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

Please find attached:

- Minister of Municipal Affairs, Honourable Ric McIver - Canada Community-Building Fund
- Invitation to the Bowden Daze Parade – July 13, 2024

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the correspondence provided as information.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114222

Dear Chief Elected Officials:

The Government of Alberta administers federal funding through the Canada Community-Building Fund (CCBF) to provide Alberta communities with flexible capital funding to invest in local infrastructure priorities. As you may be aware, the Canada-Alberta agreement for the CCBF for 2014-24 expired on March 31, 2024. The Alberta government is in active negotiations with the Government of Canada on a 10-year renewal agreement that will cover the 2024-34 period.

The Government of Canada sent a draft renewal agreement to Alberta late in 2023, and the agreement has several aspects that are concerning for Alberta and for local governments. As a result, we are standing up for the interests of Alberta in negotiations and doing our utmost to ensure funding continues to flow to local governments with as much flexibility as possible to address local priorities without unnecessary administrative burdens. As these negotiations are ongoing, there may be delays in the 2024 program, including the notification of allocation amounts and timing of payments to local governments.

As discussions with the federal government continue, we are working with the municipal associations to ensure the Alberta government understands the perspectives of local governments. We will continue to advocate for your interests and the interests of the province, and I will provide more information on the signing of the agreement as soon as possible.

Thank you for your understanding and patience during this renewal process.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers



Mayor Rhonda Hunter
Box 790
Didsbury, Alberta
T0M 0W0

Dear Mayor Hunter,

RE: Bowden Daze Parade July 13, 2024

Yee Haw! On behalf of the Mayor and Council, we invite you to help The Town of Bowden celebrate its annual Bowden Daze Rodeo Weekend coming up July 12-14, 2024. This year our theme is "Salute to Bowden & District Agriculture Society". We encourage participants to incorporate the parade theme into their entry and attire.

The Town of Bowden permits the dispensing of wrapped candy along the parade route. You must provide your own candy.

The parade will marshal at Bowden Grandview School, 2238 – 21 Avenue between 9:30 – 10:30 am, and will start at 11:00 sharp.

To assist with our planning, please fill in the attached parade registration and return it to the Town of Bowden Office (2101 – 20 Avenue) in person, by email (info@bowden.ca) or by fax at 403-224-2244.

We look forward to having you join us!

Warm regards,
Bowden Daze Parade Coordinators
Town of Bowden
info@bowden.ca
PH-403-224-3395 FAX-403-224-2244



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: June 25, 2024
SUBJECT: Council Reports
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

COUNCIL PROFESSIONAL DEVELOPMENT & EVENT ATTENDANCE FOR JUNE

Mayor Hunter	ABmunis Summer Leaders Caucus – June 27, 2024 Innisfail, AB
Councillor McCoy	ABmunis Summer Leaders Caucus – June 27, 2024 Innisfail, AB
Councillor Moore	ABmunis Summer Leaders Caucus – June 27, 2024 Innisfail, AB
Councillor Williams	ABmunis Summer Leaders Caucus – June 27, 2024 Innisfail, AB

Council Report Attachments

- Mayor Hunter – Federation of Canadian Municipalities
- Councillor McCoy – Federation of Canadian Municipalities
- Councillor Windsor – Federation of Canadian Municipalities

ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

RECOMMENDATION

To accept the Council Reports for June 25, 2024 as information.

Thursday, June 6

Bow River Float

This guided raft tour showcased flood resilience infrastructure and a bioengineering demonstration project, led by community partner Riverwatch, who has been delivering on-water river education for over 25 years. Certified River Guides took us on a great raft experience down south Calgary's peaceful Bow River. The tour provided opportunities to observe wildlife and gain a deeper understanding of the science behind the watershed and discover how it supports residents' daily lives. What a amazing experience to be on the water right in the middle of the city for such enlightening experience which also came with a narrative history of the Bow River from the raft guide.

Shifting to resilient, net-zero communities: Leveraging the Green Municipal Fund

Exposure to and information about remarkable transformations across the country as communities—big and small— and their progress towards equitable, resilient and net-zero futures. Introduction to factors that make a project successful, valuable lessons learned, and how communities are advancing solutions to achieve environmental, social and economic goals. Information on the Green Municipal Fund's financing, funding, and capacity-building solutions that can assist communities in turning sustainability goals into reality.

Regional Caucus Meeting: Prairies and Territories – An update to members by FCM Board Members who represent the Prairies and Territories. Paul Mc

Friday, June 7

Opening Ceremonies – Mayor Gondek, Carol Saab, Scott Pearce

A conversation with Minister Sean Fraser

Minister of Housing, Infrastructure and Communities of Canada Minister Fraser responded to questions presented by FCM Past President, Taneen Rudyk.

Opening Plenary – Redefining our Future: The urgent need for a Municipal Growth Framework

It's time for a new Municipal Growth Framework: Canada's communities are experiencing record growth, so how do we ensure that we remain great places to live for all residents? Municipalities are responsible for maintaining and delivering most of the infrastructure and services that support Canadians in their daily lives, including roads, water, public transit and essential community services. However, in light of the historic population growth our country is experiencing, municipalities are struggling to fund these services under a 19th century revenue framework that was never designed for the realities of the 21st century. To ensure that Canada's growth is successful, FCM is urging the federal government to bring together all orders of government to discuss and develop a Municipal Growth Framework: a new, more equitable way to fund local governments. It's time to link municipal funding with national population and economic growth—and equip municipalities with diverse, adequate and predictable sources of revenue that can support the quality of life that Canadians rightfully expect in their communities. A Municipal Growth Framework can act as a key to unlock communities' full potential and address our most pressing national challenges, including housing and homelessness, climate change, infrastructure renewal and public safety. <https://fcm.ca/en/focus-areas/municipal-growth-framework>

The Case for New Municipal Growth Framework

To ensure that Canada's growth is successful, FCM is urging the federal government to bring together all orders of government to discuss and develop a Municipal Growth Framework: a new, more equitable way to fund local governments.

Drawing on input from municipalities, provincial and territorial municipal associations (PTAs) and public finance experts, this paper comprehensively outlines the fiscal context that municipalities are currently operating within and highlights how this structure is limiting Canada's progress.

It concludes by offering concrete recommendations for a renewed partnership between orders of government that would enable Canada's long-term growth and work towards ending chronic homelessness.

ASK THE EXPERTS—The critical role municipalities and farmers play in sustaining Canada's food security

This panel discussion examined how implementing municipal policies that support food security and sustainability can bolster the resiliency of our food system and improve access to nutritious, affordable food. Municipalities are uniquely positioned to take meaningful action that considers the future of food production in Canada and the role farmers play in advancing municipal goals and delivering quality food.

ASK THE EXPERTS—So, you have a community tourism strategy. What's next?

Many communities across Canada have a tourism strategy to guide their promotion and visitor attraction. With community priorities ranging from workforce development to protecting natural assets, this session explored how municipalities can better draw visitors while managing impacts on the ground.

Political Keynote: Prime Minister Trudeau

Following Prime Minister Trudeau's opening statements, the Prime Minister answered questions posed by conference delegates.

Saturday, June 8:

Resolutions Plenary

Rural Plenary: Rural resiliency: innovation and economic growth

Rural economies are vital to Canada's economy. This session explored rural growth and discussed increased demands on housing, infrastructure and community services in Canada's rural, northern and remote communities.

Artificial Intelligence: Data Driven Insights for Municipalities

In recent years, communities of all sizes have increasingly embraced AI, recognizing its capacity to enhance the delivery of public services. From risk mitigation and data and decision making to climate modeling, AI has the potential to unlock unparalleled opportunities. This session was led by experts with firsthand knowledge of the realm of AI to show how communities could benefit from it.

ASK THE EXPERTS—Time for solutions: Prioritizing health and safety in the workplace

2024 has been a year marked by unprecedented challenges for Canadian municipalities. Record numbers of municipal officials have resigned due to hostile work environments, many staff are on health and stress leave, and it has been the warmest winter on record. Wildfires and floods have caused municipalities across Canada to declare emergencies, severely impacting worker health and safety. Panelists shared their firsthand experiences addressing these issues and discussed strategies to safeguard the health and safety of all community workers and residents.

Sunday, June 9:

AGM; Elections for Board of Directors

Closing Plenary: Addressing harassment of elected officials: Strategies for safer democracies

Panelists addressed the increasing challenge of the harassment that elected officials face, particularly in the digital sphere. Strategies were discussed on how to foster safer and more inclusive environments for women and diverse municipal leaders. Discussion on effective measures and approaches to help protect our democracies and enhance the health and resilience of municipal politicians.

FCM

Pathways to progress: DEI benchmarks and equity impact statements (S/I)

Redefining the future = FCM is doing a new strategic plan. Anti-racism/inclusion.

AREI vs DEI

DEI – Global Diversity, Equity & Inclusion benchmarks

AR = Anti-racism is the active and ongoing process of identifying and eliminating racism in systems, organizational structures, policies, practices, and attitudes.

E = Equity is achieving through recognizing and addressing differences in legal, health, educational, social, and employment opportunities, access, and outcomes experienced by groups to ensure everyone experiences fairness irrespective of their differences.

I = Inclusion is used to describe the active, intentional, and ongoing engagement with diversity in people, thought, and lived experience. It entails efforts to ensure individuals experience a sense of belonging as well as the ???

Centre of global inclusion. Approaches to diversity, equity & Inclusion – being in compliance, advocating for social justice, building competence, devaluing the organization, and honouring dignity.

Complication - AREI is complex and heavily nuanced. This means that every AREI strategy needs to be based on the specific AREI challenges the organization faces.

It's important to create a strong sense of belonging for employees. Municipal policy needs to address racism, ageism, sexism, etc. There should be policies addressing this.

Municipal role in DEI

Challenges – Lack of Clarity of Role, Federal & Provincial Policies. There are few resources available.

Opportunities – Closer Level of Government, Local context, scaling out.

Leaders and employees are not on the same page when it comes to AREI. 68% of leaders feel they create empowering environments where employees can be themselves, raise concerns, and innovate without fear of failure. Additionally, the proportion of employees who do not feel included in their organization is 10X higher than what leaders believe. (Accenture, 2020) 67% of leaders recognize the need for an inclusive organization, they are challenged in making it a priority due to the pressure of delivering short term results (WEF, 2019)

Learning through DEI policy – formal learning, informal learning, and critical consciousness.

Reality – it may not always be easy. Problems – engagement, development of the plan, implementation stage. Many organizations struggle for success. 97% have established a gender diversity program, but only 25% of employees in diverse groups said they have personally benefited from it. (BCG, 2019) 50% of employees interviewed believe their organizations do not have the right practices in place to mitigate bias. (BCG, 2019) Almost ½ of organizations tracked by McKinsey have made little to no progress in increasing representation at their organizations since 2014. (McKinsey, 2020)

They should be living documents – implementation even when not “perfect” the bar is moving fast. Organizations need to go beyond acquiring diverse groups of employees and ensure they are retaining diverse groups of employees. 36% of women surveyed say that retention is a key issue. 45% of women surveyed say that career advancement is a key issue. (BCG, 2018)

Determine stage in maturity model. – Undeveloped, basic, emergent, integrated, strategic. (McLean & Company) Create a people-first diversity, equity, and inclusion strategy.

Five Levels of progress – Level 1-5 – I’m not aware of a DEI policy, so we would most likely be at Level 1 – which means that no DEI work has begun; diversity, equity and inclusion are not part of organizational goals.

Vision, Strategy, & business impact: Action: develop a strong rationale for DEI vision, mission, and strategy and align it to organizational goals.

- DEI is embedded in organizational culture as a core value, a source of innovation, and means to sustainability and success.
- The organization is proactive and responsive to DEI challenges that are faced by society, including but not limited to political and economic trends, and recognizes that organizations are microcosms of the societies in which they operate.

2024 FCM Conference and Trade Show

June 6 through 9 - Councillor Windsor

June 6 - Study Tour - Bow River Tour

Wonderful trip down the Bow River in 22 person river rafts. Certified River Guides took 44 registrants on a safe and fun raft experience down south Calgary's peaceful Bow River. The tour provided exceptional opportunities to observe wildlife and will allowed registrants to forget that they were still within the city limits. Gain a deeper understanding of the science behind the watershed and discover how it supports residents' daily lives.

June 7

Breakfast on the Trade Show floor

Opening ceremony — Presented by Rogers Communications

Federal PC Representative

Green Municipal Funds' Park Place Meet-ups

Opening plenary - Redefining our Future: The urgent need for a Municipal Growth Framework

Presented by Egg Farmers of Canada, Chicken Farmers of Canada, Turkey Farmers of Canada, Canadian Hatching Egg Producers and Dairy Farmers of Canada

Federal NDP Jagmeet Singh

Table Officer Candidate Speeches

Lunch on the Trade Show floor

Ask the Experts - The critical role municipalities and farmers play in sustaining Canada's food security Presented by Egg Farmers of Canada, Chicken Farmers of Canada, Turkey Farmers of Canada, Canadian Hatching Egg Producers and Dairy Farmers of Canada

Mayor's Welcome Reception

June 8

Breakfast on the Trade Show floor

Resolutions plenary

Federal Green Party Elizabeth May

Coffee break

Rural plenary - Rural resiliency: Innovation and economic growth Presented by CN

Rural plenary - Fires and floods: Planning for extreme weather events Presented by CN

Lunch on the Trade Show floor — Presented by Nuclear Waste Management Organization

Workshops - Exploring innovative models of mental health crisis response Artificial intelligence: Data driven insights for municipalities

Federal Liberal Prime Minister Justin Trudeau

Canadian Union of Public Employees (CUPE) Reception

Rural, Northern and Remote Reception — Presented by Canadian Telecommunications Association

June 9

Breakfast

Award Ceremony: FCM National and International Awards

Table Officers' Elections & AGM

Selection of candidates for Board of Directors

Lunch

AGM and Ratification of 2024-2025 Board Directors

Closing plenary - Addressing harassment of elected officials: Strategies for safer leaders and democracies Presented by Co-operators

Host City Closing Gala — Presented by Intact