



TOWN OF DIDSBURY AGENDA

Regular Council Meeting

Tuesday, December 13, 2022, 6:00 pm

Council Chambers 1606 14 Street

Pages

1.	<u>CALL TO ORDER</u>	
2.	<u>ADOPTION OF THE AGENDA</u>	
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	<ul style="list-style-type: none">Town of Fox Creek - Letter to Minister of Justice regarding Victim ServicesParkland Regional Library System - Approved 2023 BudgetTown of Ponoka - Letter to Minister of Health regarding Volunteer Fire DepartmentsAlberta Municipal Affairs Minister approval of 2023/24 Municipal Internship ACP GrantMinister of Public Safety and Emergency Services - Victim Services	

11. COUNCIL MEETING HIGHLIGHTS
12. QUESTION PERIOD
13. CLOSED MEETING
 - 13.1 ICF Agreement as per Section 21 of the FOIP Act
14. RECONVENE
15. ADJOURNMENT



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: December 13, 2022
SUBJECT: RCMP Second Quarter Report
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Staff Sergeant Steve Browne and/or his designate will be presenting to Council the RCMP second quarter report for the Didsbury RCMP Detachment.

The RCMP's fiscal year runs April 1 to March 31; therefore, the Second Quarter Report represents July 1, 2022 to September 30, 2022.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

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

ALIGNMENT WITH STRATEGIC PLAN

4. Healthy Active Living

RECOMMENDATION

That Council thank Staff Sergeant Steve Browne for the presentation of the Second Quarter Report for July 1, 2022 to September 30, 2022 and accept it as information.



November 1, 2022

Mayor Rhonda Hunter
Town of Didsbury
Didsbury, Alberta.

Dear Mayor Hunter,

Attached you will find the quarterly Community Policing Report that encompasses the July 1st to September 30th, 2022 reporting period, and will provide you a quarterly snapshot of the human resources, financial data and crime statistics for the Didsbury Detachment. These quarterly reports contribute greatly to ensuring that the police services provided by the Alberta Royal Canadian Mounted Police (RCMP) to you, and the citizens you represent, are meeting your needs on an ongoing basis.

This quarter I want to update you on the status of Body Worn Cameras (BWC), which are set to be field tested early in 2023 at three different pilot locations in Alberta. A total of 191 cameras will be distributed amongst front line officers in Grand Prairie, Parkland, and St. Paul Detachments respectively; the objectives of this Field Test will be as follows:

- Confirm the Contractor is able to deliver the required services as defined within the SOW (Statement of Work) and Request for Proposal (RFP).
- Provide an early opportunity to get cameras in the hands of 191 frontline officers who will be the primary users of the BWC and the accompanying Digital Evidence Management System (DEMS) Service.
- Capture preliminary “lessons-learned” to help refine service delivery processes for full implementation in Alberta.

Should the top vendor demonstrate they can meet our requirements, the next step will be full implementation later in 2023. The introduction of body-worn cameras and digital evidence management service will become a new national standard to enhance public trust, confidence and public safety. Although preliminary estimates were provided within the 2023/24 to 2027/28 Multi-Year Financial Plan for your community, the field test results may impact the estimated costs. As details are refined the forecast will be updated and shared with your community.



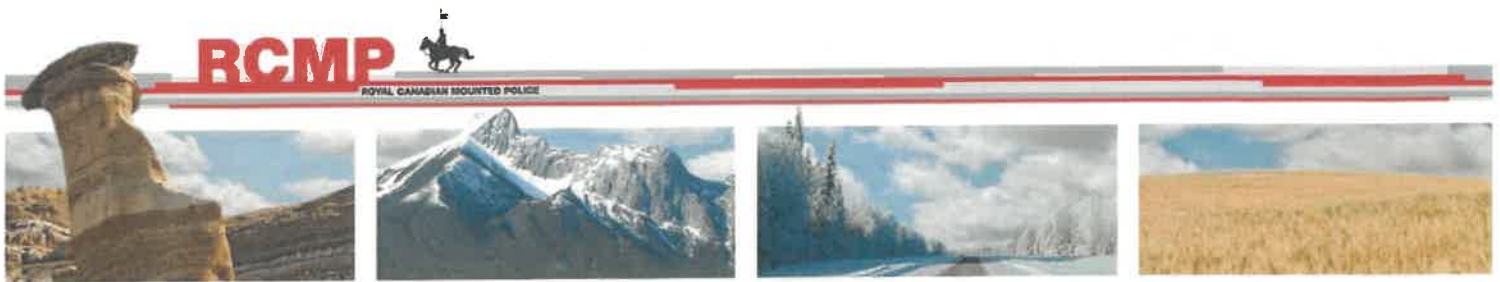
Your ongoing engagement and the feedback you provide guides our Detachment team in responding to the priorities of our citizens. It solidifies our strong community partnership that supports your Alberta RCMP Detachment in providing flexible and responsive policing services that reflect the evolving needs of those who we are proud to serve.

As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns.

Sincerely,

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke, representing Staff Sergeant Stephen Browne.

Staff Sergeant Stephen Browne
Commander
Didsbury Detachment



RCMP Municipal Policing Report

Detachment	Didsbury Municipal - Town of Didsbury
Detachment Commander	S/Sgt. Stephen Browne
Quarter	Q2 2022
Date of Report	2022-11-01

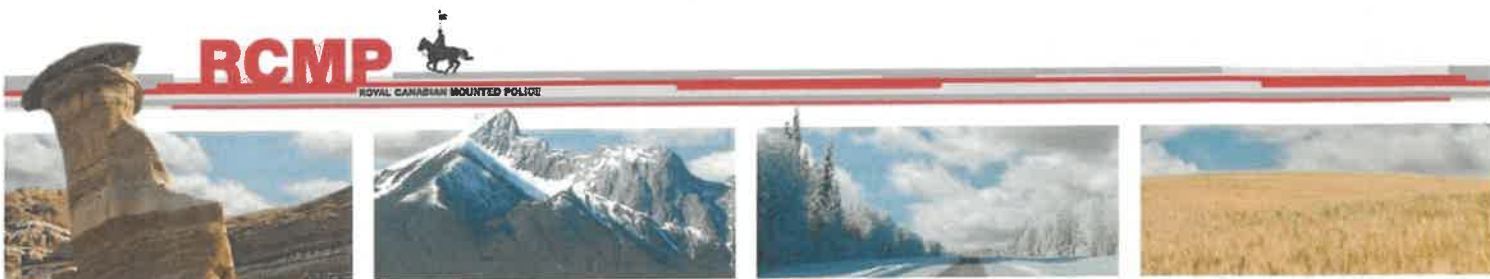
Community Consultations

Date	2022-09-07
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Annual planning
Notes/Comments	Meeting with Manager of Police Oversight and Contract Policing for the Government of Alberta. Discussed the creation of a Regional Police Advisory Committee for Didsbury, Carstairs, and Mountain View County as per the desired interest of the afore mentioned municipalities. Also discussed the potential for a broader committee to encompass the tri-detachment areas of Didsbury, Olds and Sundre. Further discussions required with the applicable stakeholders.
Date	2022-09-24
Meeting Type	Community Connection
Topics Discussed	Victim Services
Notes/Comments	Attended the Didsbury Regimental Ball. The event brought enhanced awareness to the Chinook Arch Victim Services program.
Date	2022-09-28
Meeting Type	Meeting with Elected Officials
Topics Discussed	Regular reporting
Notes/Comments	Attended Didsbury Town Council meeting and reviewed Q1 crime statistics and provided information on crime trends.

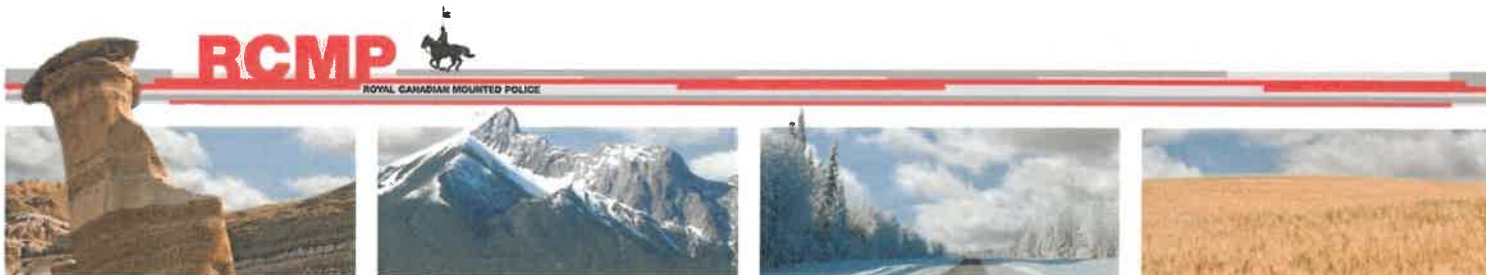


Community Priorities

Priority 1	Serious Investigations
Current Status & Results	<p>During this reporting period members conducted five (5) serious investigations:</p> <p>Assault (Domestic Violence) - July 20, 2022 - One adult charged Assault (Domestic Violence) - July 26, 2022 - One adult charged Criminal Harassment - August 20, 2022 - One adult charged Mischief under \$5000 - August 21, 2022 - One adult charged Extortion - September 21, 2022 - One adult charged</p>
Priority 2	Intelligence-led Drug Enforcement
Current Status & Results	<p>Didsbury RCMP have been continuing to investigate controlled substance use and possession, target habitual offenders, and lead intelligence based investigations into local drug related activities.</p> <p>Locally, there were no calls for service regarding trafficking, production, or possession of controlled substances during the second quarter. During 2020 and 2021 multiple local drug dealers were arrested, charged and either jailed or pushed out of town by the consistent enforcement operations. The result has been a reduction in the number of Didsbury residents responsible for the distribution of illicit drugs within town year to date.</p> <p>Continuous court- ordered release compliance checks are completed on known habitual offenders. The enforcement operations are done in partnership with the local probation officer. Patrols through areas known to be home to criminal individuals are done multiple times on a daily basis. Members focused on a known drug trafficker who was evading arrest stemming from drug trafficking charges out of Didsbury. This individual was on court-ordered release conditions to reside in Didsbury. Compliance checks resulted in three (3) additional criminal charges for failing to comply with their release conditions. Didsbury RCMP will continue to work hard at keeping drug traffickers and new habitual offenders out of the Town of Didsbury.</p>
Priority 3	Police Visibility and Traffic Enforcement
Current Status & Results	<p>Traffic enforcement continues to be a collaborated effort between Airdrie/Innisfail Traffic services and the Didsbury members. Traffic enforcement resulted in twenty-seven (27) motorists being charged for moving/non moving driving offenses within the Town of Didsbury.</p> <p>Now that schools are in, members are tasked to make patrols in school zones during busy</p>



hours to enforce school zone offenses and safety of children. Members continue to patrol high traffic zones and other zones requested by public where re-occurring traffic offences take place.



Crime Statistics¹

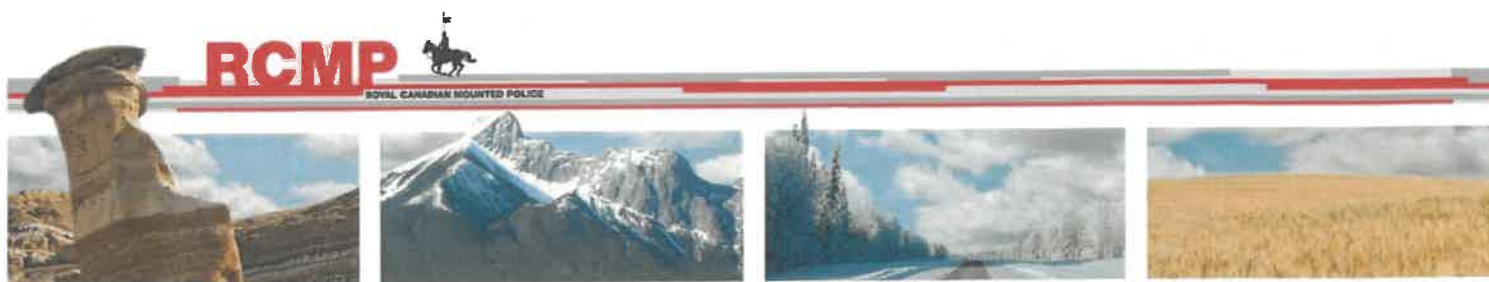
The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2021	2022	% Change Year-over- Year	2020	2021	% Change Year-over- Year
Total Criminal Code	126	104	-17%	518	468	-10%
<i>Persons Crime</i>	24	31	29%	98	111	13%
<i>Property Crime</i>	76	40	-47%	298	231	-22%
<i>Other Criminal Code</i>	26	33	27%	122	126	3%
Traffic Offences						
<i>Criminal Code Traffic</i>	5	2	-60%	16	10	-38%
<i>Provincial Code Traffic</i>	43	83	93%	113	153	35%
<i>Other Traffic</i>	1	1	0%	1	0	-100%
CDSA Offences	4	1	-75%	5	18	260%
Other Federal Acts	5	2	-60%	9	19	111%
Other Provincial Acts	40	36	-10%	187	160	-14%
Municipal By-Laws	23	11	-52%	36	29	-19%
Motor Vehicle Collisions	17	16	-6%	48	49	2%

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

Trends/Points of Interest

See Didsbury Business District Occurrence Report Q2



Municipal Overview: Human Resources²

Staffing Category	Established Positions	Working	Special Leave ³	Hard Vacancies ⁴	Revised Plan at Q2	2022 FTE Utilization Plan
Police Officers	4	4	0	0	4	3
Detachment Support	1	1			1	1

² Data extracted on September 30, 2022 and is subject to change.

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

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

Comments

Police Officers - Of the four established positions, there are four working officers.

Municipal Employee - 1 - Continues to work with reduced hours.



Municipal Overview: Financial/O&M

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

Municipal	Year to Date Expenditures ⁵	Revised Plan at Q2	2022 Financial Plan
Pay	218,182	440,815	330,609
Overtime	14,693	45,000	45,000
Operating and Maintenance	20,966	42,681	32,094
Commissionaire Guarding	3,677	15,067	15,067
Equipment	10,966	36,638	27,550
Other	1,141	9,159	6,888
Div. Admin & Indirect Costs	139,634	277,027	200,858
Total (in 100% terms)	531,971	870,641	686,197
Total (with applicable cost share ratio of 70% applied)	373,483	613,969	492,338

⁵ Includes expenditures up to September 30, 2022.

Comments

The financial plans as identified above are in alignment with the recent multi-year financial plan and 2022/23 forecast. In consultation with the community, the working FTE target has been adjusted to four working officers. The total figures do not include adjustments after the Contract Partner Share. Commissionaire Guarding costs may include other non-pooled expenses including prisoner related costs, accommodation costs, building repair, utility services, etc., where applicable. The forecast includes the approximate 4% pay-raise increase for Non-Commissioned Officers which was effective as of April 1, 2022, as per the collective bargaining agreement.

Quarter 2 invoices will be distributed to your community no later than November 24, 2022. To enhance communication with your community and to support further understanding of the financial tables, a revised cover letter will be distributed with the invoices. Minor variances may occur from this report to the Q2 invoices as financial data is validated. Unit O&M, divisional administration & indirects, equipment and 'other' expenditures are pooled costs. However, a target funding level per detachment has been identified for financial planning purposes.

Also in November, RCMP will provide your community with enhanced monthly reporting to support ongoing forecast adjustments and potential invoice revisions. This increased reporting will support ongoing management of policing budgets, while also enhancing transparency and engagement with our partners.

Inquiries regarding the retroactive pay-raise can be directed to the to the CMC Secretariat at ps.cmcsec-cgesec.sp@ps-sp.gc.ca.



Definitions

Municipal Overview: Human Resources

FTE Utilization	A full-time equivalent (FTE) employee is defined by the number of months in a fiscal year that a position is filled. The FTE utilization level refers to the total months filled for all positions within the detachment/unit.
2021/22 FTE Utilization Plan	This reflects the number of working FTEs planned to be in place for the fiscal year.
Revised Plan at Q2	This reflects any adjustments to the planned number of working FTEs, which may vary as hard and soft vacancies fluctuate throughout the year.

Municipal Overview: Financial/O&M

Year-To-Date (YTD) Expenditures	YTD expenditures reflect the actual expenditures within each category, as of the date of the report.
Revised Plan at Q2	This reflects any adjustments to the forecasted spending plan for the relevant category, which may vary as expenditures are realized throughout the year.
2021/22 Financial Plan	This reflects the target spending levels set for each category of expenditure, and the initial financial plan for the 2021/22 fiscal year.
Pay	Includes salary costs and associated allowances for police officers and civilian support.
Overtime	Includes direct overtime costs for police officers.
Operating and Maintenance	Reflects all unit operating costs, including items such as travel, fuel and vehicle repairs.
Commissionnaire Guarding	Reflects the costs of guarding prisoners within detachments.
Equipment	Include expenditures for operational and technology equipment, police vehicles and the fit-up of those vehicles.
Div. Admin & Indirect Costs	This reflects the division administration charges associated to core administration costs, special leaves and health services costs, and the indirect costs associated to all employees, including benefits, Canada Pension Plan and Employment Insurance rates.
Other	This includes all remaining expenditures including applicable training costs, secret expenditures and air services costs if applicable.
Total	Reflects the total costs of all categories of expenditures.



Didsbury Municipal Detachment Crime Statistics (Actual) Q2: 2018 - 2022

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

October 4, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	0	1	0	1	N/A	N/A	0.2
Other Sexual Offences		0	0	1	1	1	N/A	0%	0.3
Assault		0	0	5	7	9	N/A	29%	2.5
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	3	N/A	N/A	0.6
Criminal Harassment		0	0	3	4	10	N/A	150%	2.4
Uttering Threats		0	0	4	12	7	N/A	-42%	2.6
TOTAL PERSONS		0	0	14	24	31	N/A	29%	8.6
Break & Enter		0	0	6	11	4	N/A	-64%	1.9
Theft of Motor Vehicle		0	0	5	3	5	N/A	67%	1.3
Theft Over \$5,000		0	0	0	1	1	N/A	0%	0.3
Theft Under \$5,000		0	0	28	24	7	N/A	-71%	3.8
Possn Stn Goods		0	0	3	3	3	N/A	0%	0.9
Fraud		0	0	14	7	5	N/A	-29%	1.7
Arson		0	0	2	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	4	13	8	N/A	-38%	2.9
Mischief - Other		0	0	7	14	7	N/A	-50%	2.8
TOTAL PROPERTY		0	0	69	76	40	N/A	-47%	15.6
Offensive Weapons		0	0	0	4	1	N/A	-75%	0.6
Disturbing the peace		0	0	16	11	9	N/A	-18%	2.9
Fail to Comply & Breaches		0	0	9	8	19	N/A	138%	4.6
OTHER CRIMINAL CODE		0	0	6	3	4	N/A	33%	1.1
TOTAL OTHER CRIMINAL CODE		0	0	31	26	33	N/A	27%	9.2
TOTAL CRIMINAL CODE		0	0	114	126	104	N/A	-17%	33.4



Didsbury Municipal Detachment

Crime Statistics (Actual)

Q3: 2018 - 2022

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

October 4, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Possession		0	0	0	2	1	N/A	-50%	0.4
Drug Enforcement - Trafficking		0	0	0	1	0	N/A	-100%	0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	0	4	1	N/A	-75%	0.6
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	2	1	1	N/A	0%	0.3
TOTAL FEDERAL		0	0	2	5	2	N/A	-60%	0.9
Liquor Act		0	0	4	3	0	N/A	-100%	0.3
Cannabis Act		0	0	1	0	0	N/A	N/A	0.0
Mental Health Act		0	0	23	16	24	N/A	50%	6.4
Other Provincial Stats		0	0	20	21	12	N/A	-43%	4.5
Total Provincial Stats		0	0	48	40	36	N/A	-10%	11.2
Municipal By-laws Traffic		0	0	1	1	0	N/A	-100%	0.1
Municipal By-laws		0	0	14	22	11	N/A	-50%	4.4
Total Municipal		0	0	15	23	11	N/A	-52%	4.5
Fatals		0	0	0	0	0	N/A	N/A	0.0
Injury MVC		0	0	2	1	0	N/A	-100%	0.1
Property Damage MVC (Reportable)		0	0	4	15	14	N/A	-7%	4.3
Property Damage MVC (Non Reportable)		0	0	1	1	2	N/A	100%	0.5
TOTAL MVC		0	0	7	17	16	N/A	-6%	4.9
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	5	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		0	0	37	43	83	N/A	93%	20.9
Other Traffic		0	0	1	1	1	N/A	0%	0.3
Criminal Code Traffic		0	0	5	5	2	N/A	-60%	0.9
Common Police Activities									
False Alarms		0	0	11	5	16	N/A	220%	3.7
False/Abandoned 911 Call and 911 Act		0	0	4	3	5	N/A	67%	1.3
Suspicious Person/Vehicle/Property		0	0	26	22	18	N/A	-18%	5.8
Persons Reported Missing		0	0	9	4	6	N/A	50%	1.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		0	0	25	8	16	N/A	100%	4.0
Form 10 (MHA) (Reported)		0	0	1	0	0	N/A	N/A	0.0



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: December 13, 2022
SUBJECT: November 22, 2022 Regular Council Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the November 22, 2022 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

2. An Informed & Engaged Community

RECOMMENDATION

That Council move to adopt the November 22, 2022 Regular Council Meeting Minutes as presented.



**Minutes of the Town of Didsbury
November 22, 2022 Regular Council Meeting
Held in Council Chambers at 1606 14 Street**

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

Administration Present Chief Administrative Officer, Ethan Gerner
Assistant CAO/Chief Financial Officer, Amanda Riley
Director of Community Services, Nicole Aasen
Director of Engineering & Infrastructure, Craig Fox
Economic Development Officer, Alexandra Ross
Municipal Intern-Finance/Recording Officer, Kelsey Hawkins

1. CALL TO ORDER

Mayor Hunter called the November 22, 2022 Regular Council Meeting to Order at 6:00 p.m.

2. ADOPTION OF THE AGENDA

Res. 558-22

MOVED by Councillor Baswick

To adopt the November 22, 2022 Regular Council Meeting Agenda as presented.

Motion Carried

3. DELEGATIONS/PRESENTATIONS

3.1 Larry Evans

Res. 559-22

MOVED by Councillor Moore

To thank Mr. Larry Evans for attending the meeting, accept his presentation as information, and refer his request to the Policy & Governance Committee for further exploration

Motion Carried

Res. 560-22

MOVED by Councillor Baswick

That Council approve selective enforcement of the Community Standards Bylaw to enable the use of Utility Vehicles (UTV) that are licensed, registered, insured, and meet the Traffic Safety Act, Alberta (TSA) regulations until any amendments to the Community Standards Bylaw are completed and enforceable.

Motion Carried

3.2 Didsbury Municipal Library Board

Res. 561-22

MOVED by Deputy Mayor Engel

To thank the members of the Didsbury Municipal Library Board and accept their presentation as information.

Motion Carried

4. ADOPTION OF MINUTES

4.1 November 8, 2022 Regular Council Meeting Minutes

Res. 562-22

MOVED by Councillor Williams

That Council move to adopt the November 8, 2022 Regular Council Meeting Minutes as amended.

Motion Carried

5. PUBLIC HEARINGS

No public hearings.

6. REPORTS

6.1 Council Reports

Res. 563-22

MOVED Deputy Mayor Engel

To accept the Council Reports for November 22, 2022 as information.

Motion Carried

6.2 CAO Report

Res. 564-22

MOVED by Councillor Moore

To accept the CAO Report for November 22, 2022 as information.

Motion Carried

7. BYLAWS & POLICIES

7.1 Bylaw 2022-19 Utility Charges for 2023

Res. 565-22

MOVED by Councillor Moore

That Council grant first reading to Utility Charges Bylaw 2022-19, and refer it to the Strategic Planning Committee for review and recommendation.

Motion Carried

7.2 Corporate Services Rates and Fees Bylaw 2022-18

Res. 566-22

MOVED by Councillor Williams

That Council grant second reading to Corporate Services Rates and Fees Bylaw 2022-18 and refer it back to the Strategic Planning Committee meeting for further review.

Motion Carried

8. BUSINESS

8.1 Direct Control Development Permit DP 22-061 (1755545 Alberta Ltd.) Accessory Building –Tarp Building

Res. 567-22

MOVED by Deputy Mayor Engel

That Council approves DP 22-061 for two (2) Accessory Buildings – Tarp Buildings as outlined in the Site Sketch and subject to the conditions.

Motion Carried

8.2 Direct Control Development Permit DP 22-062 (Mantai - Care Facility (Animal) - Dog Daycare Res. 568-22
MOVED by Councillor Moore
That Council approves DP 22-062 for a Care Facility (Animal) – Dog Daycare as outlined in the approved Site Sketch and conditions as listed.
Motion Carried

8.3 Old High School Land Res. 569-22
MOVED by Councillor Baswick
That the lands commonly known as the old Didsbury High School site (2134 22 Street) be listed for sale, with a requirement for timely development and consideration of the vision of the development proposal, as well as the purchase amount, to be decided upon by Council.
Motion Carried

8.4 DEDAC Chair and Vice Chair Appointment Res. 570-22
MOVED by Councillor Williams
That Council appoints Meaghan Neis as the Chair and Phil Boucher as the Vice Chair of the Didsbury Economic Development Advisory Committee.
Motion Carried

9. CORRESPONDENCE & INFORMATION

- Mountain View County – 2022/2023 Committee Appointments
- Alberta Municipal Affairs – Deputy Minister Brandy Cox

Res. 571-22
MOVED by Councillor Williams
To accept the Correspondence presented as information.
Motion Carried

10. COUNCIL MEETING HIGHLIGHTS

- Presentation regarding the use of Utility Vehicles
- The Didsbury Municipal Library Board presentation.
- Appointment of Meaghan Neis as the Chair and Phil Boucher as the Vice Chair of the Didsbury Economic Development Advisory Committee.
- Approval of two (2) Direct Control (DC) development permits: two (2) Accessory buildings and a Care Facility (Animal) – Dog Daycare.
- Approval to list the old Didsbury High School site for sale
- Thorough Council Reports

11. QUESTION PERIOD

12. CLOSED MEETING (As per Division 2 of the Freedom of Information & Protection of Privacy Act)

Res. 572-22
MOVED by Councillor Moore
To go into Closed Meeting at 7:48 p.m. for the following items:
12.1 Crossfield and Carstairs as per section 21 of the FOIP Act
12.2 Mountain View County Communication as per section 21 of the FOIP Act
12.3 Governance Interface as per section 23 of the FOIP Act
Motion Carried

13. RECONVENE

Res. 573-22

MOVED by Councillor Baswick
To return to Open Meeting at 8:36 p.m.

Motion Carried

Res. 574-22

MOVED by Councillor Moore
To rescind resolution 555-22

Motion Carried

Res. 575-22

MOVED by Councillor Windsor
For Councillor McCoy to meet with the Mayor and Deputy Mayor by December 7, 2022

Motion Carried

14. ADJOURNMENT

Res. 576-22

MOVED by Councillor Moore
To adjourn the November 22, 2022 Regular Council Meeting at 8:37 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: December 13, 2022
SUBJECT: December 3, 2022 Council 2023 Budget Meeting Minutes
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Minutes of the December 3, 2022 Council 2023 Budget 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

2. An Informed & Engaged Community

RECOMMENDATION

That Council move to adopt the December 3, 2022 Council 2023 Budget Meeting Minutes as presented.



**Minutes of the Town of Didsbury
Budget Meeting
Held in Council Chambers at 1606 14 Street at 9:00 a.m.**

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

Administration Present Chief Administrative Officer, Ethan Gorner
ACAO/Chief Financial Officer, Amanda Riley
Director of Engineering & Infrastructure, Craig Fox
Municipal Intern-Finance, Kelsey Hawkins

1. CALL TO ORDER

Mayor Hunter called the December 3, 2022 Budget Meeting to Order at 9:00 a.m.

Mayor Hunter called a recess for lunch at 11:30 a.m.

Mayor Hunter called to reconvene from recess at 12:08 p.m.

2. COUNCIL ROUNDTABLE

Res. 577-22

MOVED by Councillor Moore

That the Town of Didsbury Intermunicipal Cooperation Committee (ICC) members review the library budget item and bring back to Council with recommendation.

Motion Carried

Res. 578-22

MOVED by Councillor Windsor

That Administration explore the possibility of the discontinuation of the Blue Bin program with the implication reflected in the budget.

Motion Carried

Res. 579-22

MOVED by Councillor Williams

To refer the Snow Clearing Policy to the Performance and Evaluation Committee.

Motion Carried

Res. 580-22

MOVED by Councillor Windsor

That Administration bring back information about the amount that would be owed by the Town if required to retroactively pay for the RCMP.

Motion Carried

Res. 581-22

MOVED by Councillor McCoy

To refer the Community Grant Program to the Strategic Planning Committee for consideration of items such as Canada Day funds, Lion's Club request, STARS request, etc.

Motion Carried

Res. 582-22

MOVED by Deputy Mayor Engel

That the Strategic Planning Committee explore the development of a three-year operating budget.

Motion Carried

Res. 583-22

MOVED by Deputy Mayor Engel

That the Performance Evaluation Committee explore a solution for a level of service enhancement to address the disposal of grass, leaves, and clippings for town residents.

Motion Carried

Res. 584-22

MOVED by Councillor McCoy

To refer the Tax Brochure to the Strategic Planning Committee for review and recommendation.

Motion Carried

Res. 585-22

MOVED by Councillor Moore

To approve a one-time \$12,500 budget for administration to explore contractor enhancements to the downtown Christmas lights.

Motion Carried

Res. 586-22

MOVED by Councillor McCoy

That Administration look into the concept of a Business Improvement Area (BIA) in the downtown core.

Motion Defeated

Res. 587-22

MOVED by Councillor Williams

That Administration move the following items to the Economic Development Plan:

- Bike Racks
- Train Station
- Old Fire Hall

Motion Carried

3. ADJOURNMENT

Res. 588-22

MOVED by Councillor Williams

To adjourn the December 3, 2022 Budget Meeting at 3:25 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: December 13, 2022
SUBJECT: Bylaw No. 2022-15 Creekside Area Structure Plan (ASP) Bylaw No. 2022-16 to amend Bylaw 2012-09 Municipal Development Plan (MDP)
ORIGINATING DEPARTMENT: Planning & Development

BACKGROUND/PROPOSAL:

The applicant has submitted an Area Structure Plan (ASP) to provide a high-level concept for the development of approximately 51 ha (127 acres) of land in the northeast portion of the Town of Didsbury. The general location is shown in Figure 1, with a more detailed site overview in Figure 2. The Plan area is located east of the railway and Range Road 20 (23rd St), and immediately south of Mountain View County (along the Town's northern boundary). The Rosebud River traverses the northeastern corner of the site.

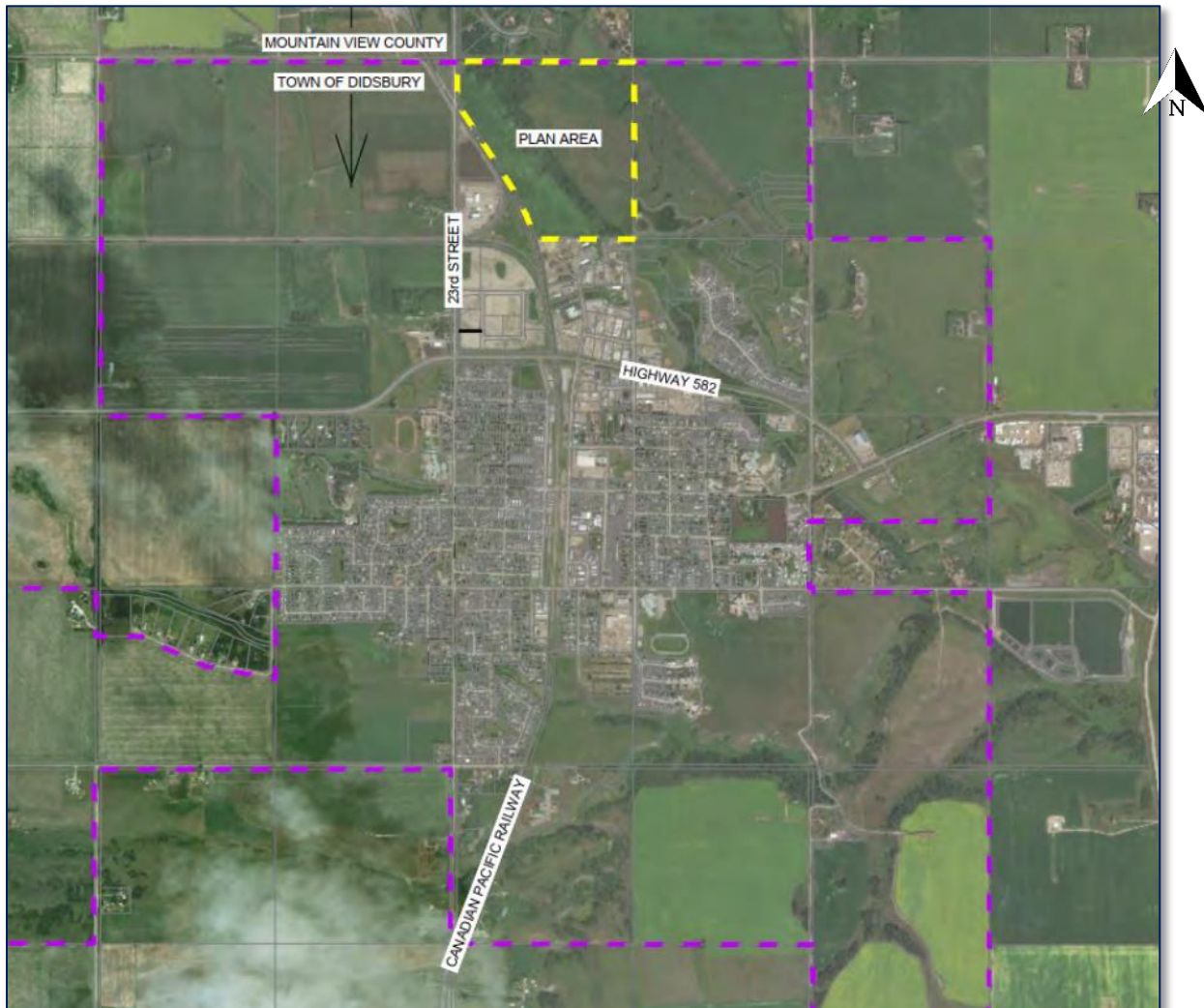


Figure 1: Town of Didsbury Context (ASP Figure 1-1 Creekside Plan Area)



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

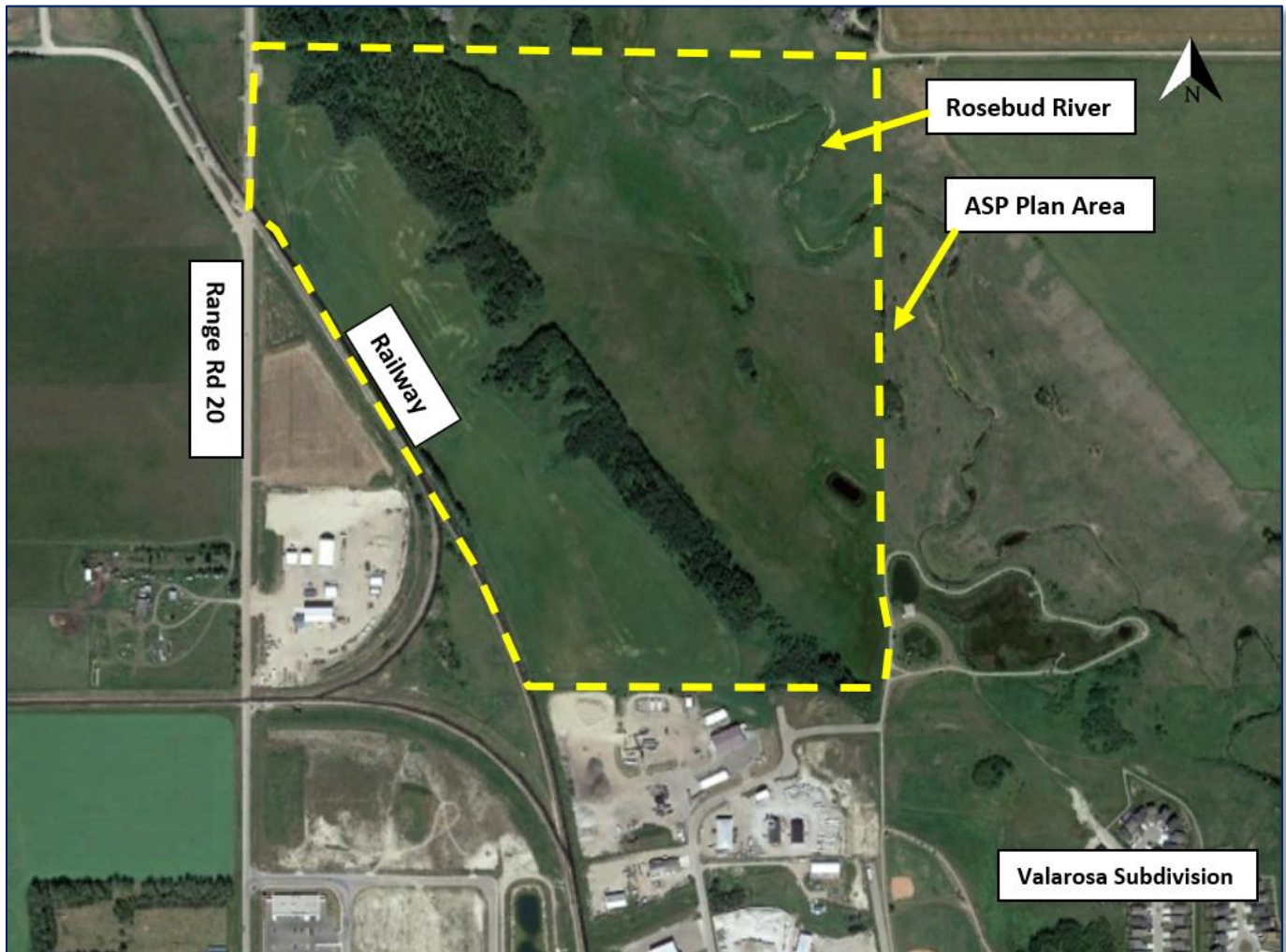


Figure 2: Plan Area/Location

As part of the initial review of the proposed plan, Administration determined alignment with the higher order statutory planning documents was in place. It was identified that while the proposed ASP generally aligns with the intent and direction of the Municipal Development Plan (MDP), the land use concept **does** not align with the land uses outlined in the MDP. To bring the proposed Creekside ASP into alignment with the MDP, the applicant has requested the necessary map updates to the MDP, as described in Amending Bylaw No. 2022-16.

First reading of Bylaw No. 2022–15 Creekside Area Structure Plan (ASP) and Amending Bylaw No. 2022-16 to amend Bylaw 2012-09 Municipal Development Plan (MDP) was given during the regular Council meeting on November 8th, 2022.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

At this meeting, a Public Hearing was set for December 13, 2022, for Bylaw No. 2022 – 15 Creekside Area Structure Plan (ASP) and Amending Bylaw No. 2022-16 to amend Bylaw 2012-09 Municipal Development Plan (MDP). The Public Hearing was advertised in accordance with the requirements outlined in the *Municipal Government Act* through the following communication channels:

- Town website (Public Hearings Page)
- Local Newspaper on November 15, November 22, November 29 and December 6, 2022

Proposal Overview:

The Creekside ASP is comprised of residential and industrial land uses, with incorporation of green space (municipal reserve and environmental reserve) on the northeast and west sides of the residential community. The proposed industrial is located adjacent to the existing railway. The proposed land use concept is illustrated in Figure 3 and a brief overview of the different components of the plan is provided below.



Figure 3: Proposed Land Use Concept

Residential

- Located centrally, between the proposed environmental reserve lands (to the east and west)



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

- Proposed overall average density of 6 units per net developable acre – projected 233 units
- Residential development will be predominantly single detached dwellings
- Where servicing capacity allows, more intensive forms of row housing and narrow lot housing types may be supported along the western valley (adjacent to the center green space)

Industrial

- Located along the western Plan area boundary, represents a continuation of the existing industrial development located west of the Plan area boundary, adjacent to the railway
- Industrial development is planned to connect to 19th Street in the south and Range Road 20 in the northwest
- The type of industrial development proposed is described as compatible with the adjacent industrial operations, comprised of manufacturing, processing, and assembly activities that may occur indoors or outdoors
- The river valley offers a natural buffer and transition of use from more intensive industrial development along the plateau to the planned residential development within the valley
 - The ASP also includes a “Community Interface” section that contains policy to ensure that *“Where residential development abuts a potentially non complementary use, the subdivision shall provide for the dedication of a linear green space and the retention of natural vegetation to buffer the uses.”*

Open Space

- The ASP dedicates 8.5% of the gross developable land to Municipal Reserve, out of a possible 10%, in accordance with the MGA – this land is to provide public amenity space, passive and active recreation. Please note, Administration will be working with the applicant to understand why less than 10% MR is being provided.
- Land designated as floodway within the Rosebud River valley shall be dedicated as Environmental Reserve, as well as those lands that require wildlife protection, comprising 25% of the gross developable area
- Designated pathway networks with multi-use pathways are located in areas along the environmental reserve lands, between industrial and residential lands, and connecting to the Didsbury Memorial Park wetlands area.

The ASP summarizes the distribution of proposed land uses in the following Land Use Statistics Table.

Land Use	Area (ha)	Percent of GDA
Gross Development Area (GDA)	52.44	100.0
Residential	15.22	29.0
Industrial	10.37	19.8
Environmental Reserve	13.28	25.3
Municipal Reserve	4.48	8.5
Storm Pond/Utility Parcel	1.75	3.3
Road Rights-of-Way	7.34	14.0
Estimated Number of Lots:	Residential	Industrial
	233	15
Average Household Size (person per house)	2.5	-
Statistics Canada, 2016 Census Data		
Population Projection:	583	-



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

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Servicing

- All development within the ASP will be connected to municipal sanitary and potable water services

Transportation

- The two primary access points are proposed at the south end of the community
 - Primary residential access is proposed to be extended through the lands south of the Plan boundary, to connect with Valarosa Drive.
 - **Please note**, Administration is actively working with the applicant to address the southern residential access point as its current proposed location is outside of the Plan boundary and owned by a private landowner, which therefore requires acquisition by the applicant
 - Industrial access will be from 19th Street

Current Status:

This section will describe the process that the Town has undertaken following the first reading of both Bylaws (ASP and MDP amendments).

1. Circulation

The draft ASP was circulated to all relevant external agencies and internal departments for review. The circulation period ran for a period of sixteen (16) business days, from November 9, 2022, to December 8, 2022. During this time, Administration received responses from 5/12 agencies circulated; responses from key stakeholders such as Alberta Environment and Canada Pacific Rail, have not yet been received. The agencies that have not responded are highlighted below.

Agency	Response Received
Alberta Transportation	Yes
Alberta Environment	No
AltaLink Management Ltd.	No
Atco Pipelines	Yes
Atco Gas	No
Chinook's Edge School Division	No (please note, the applicant has included a summary of the consultation they completed with the school division while preparing the ASP)
Canada Post	Yes
Canadian Pacific Railway	No
Environmental Public Health	No
Fortis Alberta	No
Mountain View County	Yes
Telus	Yes
Didsbury RCMP	No (please note, the applicant has included a summary of the consultation they completed with the RCMP while preparing the ASP)

2. Public Open House

On November 16th, from 6:00 pm to 8:00 pm, the applicant hosted a public open house within the Town of Didsbury Council Chambers. The purpose of holding this event was to provide



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

information on posterboards regarding the proposed ASP and give an opportunity for the public to ask questions and provide feedback. The applicant has prepared a summary of the open house, outlining the following:

- The open house engagement was advertised for 2 weeks on the Town's website, community bulletin boards, and in the newspaper.
- The event had 12 registered attendees. Following the event, additional time, up to November 28th, was provided to residents to send in their questions or comments.
- Summary of the primary concerns and/or questions that arose during the event, with an overview of how the Plan is addressing those concerns, and/or how the feedback influenced their proposal moving forward.

Please find this summary of engagement in the attached revised ASP.

3. Internal Review

Administration has completed a review of the ASP and is currently in the process of reviewing the following supporting studies submitted:

- *Geotechnical Study* – to assess the existing soil conditions and incorporate geotechnical recommendations for general site development.
- *Biophysical Impact Assessment* – to assess and evaluate the impact of the proposal on the identified environmentally significant areas of the site.
- *Phase I Environmental Impact Assessment* – identify potential issues of environmental concern associated with the project area.
- *Traffic Impact Analysis* – to assess potential impacts of traffic generated by the proposed development to the surrounding transportation system.
- *Heritage Resource Impact Assessment & Review* – to assess impact to potential historical resources on the site.
- *Conceptual Servicing Plan* – a summary of how the community will be serviced (i.e., sanitary, water and stormwater management).

The comprehensive ASP review includes the following considerations:

- Compliance with relevant statutory Town policy, for example, reviewing the ASP for alignment with the Municipal Development Plan (MDP).
- Review of proposal (i.e., proposed land uses, roads, utilities, servicing etc.) in conjunction with studies prepared to confirm technical feasibility.
- Review of ASP policy to ensure they are appropriately capturing the necessary requirements based on recommendations outlined in supporting studies (conducted to determine technical feasibility of what is being proposed).

As part of the internal review, Administration is actively working with the applicant to



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

communicate any of the comments or questions outlined in the circulation responses, as well as any elements of the ASP that need rework/revision based on the internal review completed.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

As we collectively collaborate with the applicant toward achieving a mutually beneficial outcome, Administration is recommending postponing a decision for 2nd and 3rd reading, and temporarily adjourning the Public Hearing. Given the responses received through the circulation period and the lack of information provided by key agencies, we believe it is prudent to allow additional time to collaborate with the applicant to address any remaining items now. This will ensure that once the Plan is adopted and each party has the confidence that all items have been adequately addressed, we can collectively avoid any future delays when development is ready to occur. More specifically, shifting 2nd and 3rd reading will allow time to:

- Review and work with the applicant to address circulation responses, including:
 - Ensuring responses from key external agencies, such as Alberta Environment and/or Canadian Pacific Railway, that have not yet been provided are received and incorporated into the Plan, where necessary.
 - Working with the applicant to address any areas of the ASP that may have to be adjusted based on the comments provided.
- Finalized review of the ASP, and its supporting studies, based on any new information, providing a summary of:
 - Alignment with Town statutory documents.
 - Proposed concept and corresponding policy requirements outlined.
 - Conclusions from the supporting studies.

In summary, the recommendation to postpone 2nd and 3rd reading is to allow the applicant sufficient time to address any questions/concerns from circulation and internal review and make any necessary revisions to ensure the ASP that is adopted provides clear direction for future development, and eliminates, to the extent possible, any potential uncertainties or process challenges when subdivision and development is ready to proceed.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

Administration recommends that Council temporarily adjourn the Public Hearing to allow additional time to work with the applicant to address the elements discussed (i.e., circulation comments, internal review, review of studies etc.).



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: December 13, 2022
SUBJECT: Council Reports
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

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

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept the Council Reports for December 13, 2022 as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

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

BACKGROUND/PROPOSAL:

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

ALIGNMENT WITH STRATEGIC PLAN

An Informed & Engaged Community

RECOMMENDATION

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



CAO Report – December 13, 2022

1. **Public Works 3rd Quarter Report** (Engineering & Infrastructure)

Below is the third quarter report from the Engineering and Infrastructure and Emergency Management Department:

Engineering

The department continues to work closely with the development team and various developers to coordinate the private public interface for municipal services and surface works.

Capital projects were ongoing during this quarter and the department advanced the Highway 582 and 23rd Street intersection project with Alberta Transportation.

Infrastructure

The departments continued with seasonal repair and maintenance activities. The team completed over a 190 work-orders and requests for department services during this quarter.

Roads

The department worked closely with contractors to deliver the asphalt and concrete repair and maintenance for 2022. The project completed the replacement of over 165 m of sidewalk and four accessibility ramps. The department also addressed some high visibility issues such as the back lane adjacent to the Post Office and accessibility improvements near Value Drug Mart and the Red Apple.

The department took full advantage of two summer students and the new infrared asphalt repair equipment. The resources were deployed as often as weather permitted and a significant volume of potholes were repaired. As anticipated, the infrared heater resulted in a higher quality repair than previously possible. The department also took advantage of the additional resources and increased the volume of crack filling to reduce water infiltration (deterioration).

Close to 50% of the department's overall resources were applied to repair and maintenance activities.

Water

The department focused on investigating sources of water loss, training and managing routine operations. The department also identified two fire hydrants, which required additional engineering measures to protect them. (20th Street & 24th Ave, 19th Street & 18th Ave) These hydrants have had a history of incidents with traffic. It is anticipated that the new measures will protect this critical infrastructure.

Wastewater

The department focused on training, responding to operational issues at the Morris Meadows Lift Station and lagoon management activities.

The Morris Meadows Lift Station continues to be problematic and the department continues to explore the most cost efficient way to restore uninterrupted operations.

Facilities

The department oversaw several projects such as the RCMP painting, RCMP HVAC, Town Office HVAC and Old Fire Hall projects.

Pathways

The department conducted pathway maintenance (crack-fill) on Memorial Park, Deer Coolie, and Hospital Hill.

Emergency Management

The Agency continued to complete the Hazard Identification and Risk Assessment (HIRA) and began preparing for the Advisory Committee meeting.

The Agency attended the Mountain View Regional Emergency Management Agency quarterly meeting during this period.

2. Development Permits and Planning Updates (Planning & Development)

Please find attached the development permit statistics and information on a development permit for a Care Facility (Treatment).

3. Queen's Platinum Jubilee Medals

The Queen Elizabeth II's Platinum Jubilee Medal was awarded to 7,000 Albertans throughout 2022 in recognition of significant contributions to the province. It is with great pleasure to list the following individuals who have received the esteemed Queen Elizabeth II Jubilee Medal:

- Mayor Rhonda Hunter (Nominated by the Province of Alberta)
- Councillor Dorothy Moore (Nominated by MLA Nathan Cooper)
- Ms. Kathleen Windsor (Nominator unknown)



Planning & Development (CAO Report)

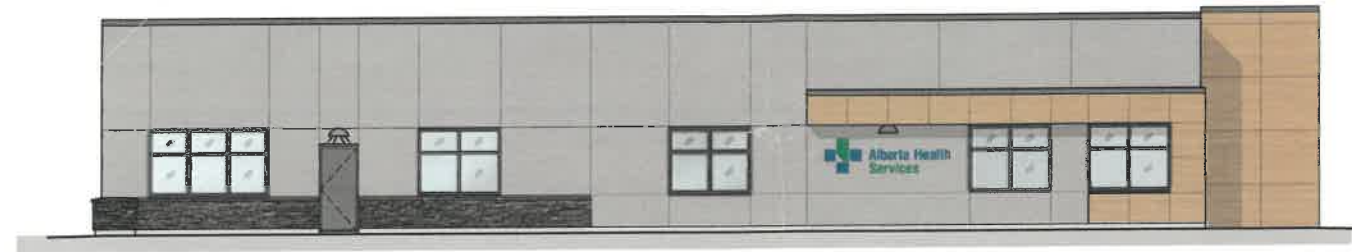
Municipal Planning Commission (Discretionary Use) Decisions:

PERMIT #	ADDRESS	TYPE	DECISION DATE	APPEAL PERIOD ENDS	APPLICANT/ OWNER
DP 22-040	3003 & 3005 – 23 Street	Amend DP & Site Sketch	Nov 23, 2022	Dec 14, 2022 (4:30 p.m.)	Bell, John & Courtney
DP 22-063	2025 – 20 Avenue	Shipping Container (Small) x 2	Nov 23, 2022	Dec 14, 2022 (4:30 p.m.)	Wiens, Gary & Elizabeth

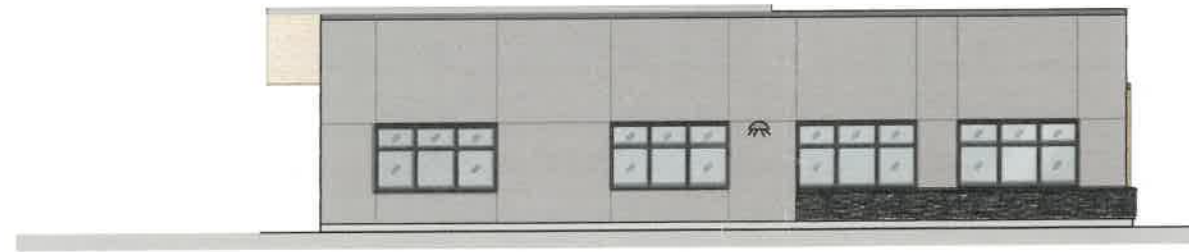
DP 22-052 was issued to JMAA Architecture Ltd. (Applicant) on behalf of Alberta Health Services (Landowner) on October 18, 2022 for a Care Facility (Treatment). The new health care facility will include clinics for Public Health and Mental Health. The facility is located adjacent to the existing Didsbury Health Centre and will share parking. The new facility will include AHS staff offices, 2 Public Health Clinics, 4 therapy rooms, 2 larger group therapy rooms, 1 shared clinic room for public and mental health and a small day use kitchen for AHS to provide support programs for the community. The building will also include support spaces such as housekeeping, electrical & mechanical rooms. **(Attachment – Site Plan).**



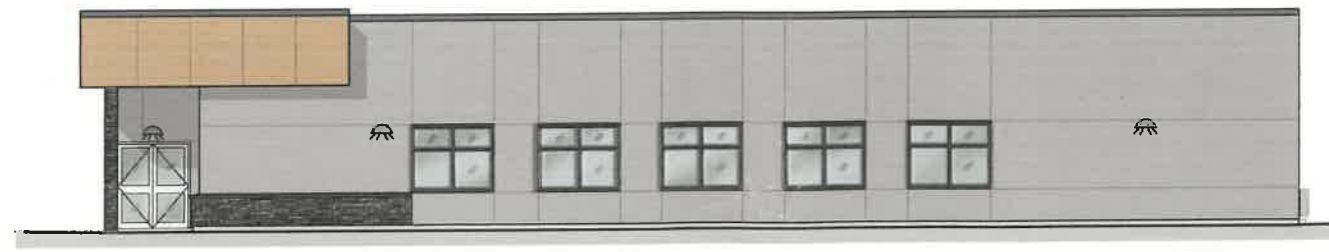
East Elevation



South Elevation



West Elevation



North Elevation

Didsbury Health Centre - New Public and Mental Health Building Proposed Elevations

REMARKS

LEGAL DESCRIPTION:
LOT 2, BLOCK G, PLAN 2820 JK

MUNICIPAL ADDRESS:
1210 20TH AVENUE
DIDSBURY, ALBERTA

LEGEND

- EXISTING BUILDING TO REMAIN AS IS SHOWN THUS
- EXISTING BUILDING TO BE RENOVATED SHOWN THUS
- NEW BUILDING SHOWN THUS

AREAS:

MAIN FLOOR AREA: 57534 m²
(6,192.95 sq. ft.)

SITE AREA: 8,237.00 m²
(88,663.00 sq. ft.)

SYMBOL LEGEND

- 201 - ROOM NUMBERS
- 201A - DOOR NUMBERS
- W1 - WINDOW NUMBERS
- W3 - WALL TYPES
- 1 - GENERAL NOTES

ROOM FINISH SCHEDULE

- CEILING HEIGHT
- CEILING FINISH
- ROOM NUMBER
- BASE
- CHANGE IN FLOOR MATERIAL
- FINISH TAGS

DATE	REVISIONS
13 SEPT 2022	ISSUED FOR DEVELOPMENT PERMIT

CONSULTANT

JMAA
architecture

#2 5000 - 51 avenue, red deer, alberta, canada t4n 4h5
t. 403.346.4542 f. 403.347.2015 www.jmaa.ca o. jmaa@jmaa.ca

SEAL PERMIT TO PRACTICE

PROJECT DIDSBURY DISTRICT HEALTH SERVICES
RENOVATION AND EXPANSION
PHASE 2 - NEW PUBLIC AND MENTAL HEALTH BUILDING
DIDSBURY, ALBERTA

DRAWINGS
OVERALL SITE PLAN
NEW CONSTRUCTION

DATE: 09/13/22	DRAWN BY: J/S	CHECKED BY: BH/CGL	SCALE: 1:250
PROJECT ID: 1287-21	CLIENT ID: AHS	DRAWING NO. A011	

OVERALL SITE PLAN - NEW CONSTRUCTION
SCALE: 1:250

REMARKS

LEGAL DESCRIPTION:
LOT 2, BLOCK G, PLAN 2820 JK
MUNICIPAL ADDRESS:
1210 20TH AVENUE
DIDSBURY, ALBERTA

LEGEND

- EXISTING BUILDING TO REMAIN AS IS SHOWN THUS
EXISTING BUILDING TO BE RENOVATED SHOWN THUS
NEW BUILDING SHOWN THUS

SYMBOL LEGEND

- 201 - ROOM NUMBERS
201A - DOOR NUMBERS
W1 - WINDOW NUMBERS
W3 - WALL TYPES
1 - GENERAL NOTES

ROOM FINISH SCHEDULE

- CEILING HEIGHT
CEILING FINISH
ROOM NUMBER
WALL FINISH
FLOOR FINISH
BASE
CHANGE IN FLOOR MATERIAL
FINISH TAGS

DATE	REVISIONS
13 SEPT 2022	ISSUED FOR DEVELOPMENT PERMIT

CONSULTANT

JMAA
architecture

#2 5000 - 51 avenue, red deer, alberta, canada, t4n 4h5
t. 403.346.4542 f. 403.347.2015 www.jmaa.ca e. jmaa@jmaa.ca

SEAL PERMIT TO PRACTICE

PROJECT DIDSBURY DISTRICT HEALTH SERVICES
RENOVATION AND EXPANSION
PHASE 2 - NEW PUBLIC AND MENTAL HEALTH BUILDING
DIDSBURY, ALBERTA

DRAWINGS
SITE GRADING PLAN
NEW CONSTRUCTION

DATE: 09/13/22	DRAWN BY: MS	CHECKED BY: BH/CGL	SCALE: 1:100
PROJECT ID: 1287-21	CLIENT ID: AHS	DRAWING NO. A012	

SITE GRADING PLAN
SCALE: 1:100



Item 7 – 2023 BUDGET DISCUSSION

Council Meeting, Tuesday, December 13, 2022

"Management is doing things right; Leadership is doing the right things" – Peter F. Drucker

1. DRAFT 2023 BUDGET

The draft Operating & Capital Budgets were presented at a public budget meeting with Council on Saturday, December 3, 2022. The full budget documents and slide deck from the presentation is available on the Town's website at www.didsbury.ca/p/budget.

2. CAPITAL BUDGET

- a. **Outstanding Items Strategy** – remove new PW projects to focus on completion of outstanding items:
 - i. 21st Street Project & Concrete work
 - ii. Intersection Project at Highway 582 / 23rd Street
 - iii. Library Project
 - iv. East reservoir
- b. *This strategy would also effect Repairs & Maintenance (R&M) as follows:*
 - i. Roads **[\$250k]** – *either reduced entirely or partially to keep just the mill and overlay project (\$125k)*
 - ii. ~~Sidewalks **[\$105k]**~~ – *remove for this year*

3. OPERATING BUDGET

a) Revised Operating Draft

At the public meeting, Council requested specific budgetary information be updated, or further reviewed for consideration in the 2023 Operating Budget. A copy of the proposed 2023 Operating Budget, with changes as summarized below, is included for Council's review.

TAX REVENUES (Draft Budget December 3, 2022)		\$ 5,713,023
Add:		
Christmas Light Hanging/Removal Contract Services	\$ 12,500	
Municipal Intern Net Costs	\$ 12,444	\$ 24,944
Less:		
Removal of CAO Admin Support	\$ (87,831)	
STARS Air Ambulance Donation	\$ (10,140)	\$ (97,971)
TAX REVENUES (Draft Budget December 13, 2022)		\$ 5,639,996
TAX REVENUES (APPROVED 2022 Operating Budget)		\$ 4,923,996
Difference		\$ 716,000



Item 7 – 2023 BUDGET DISCUSSION

Council Meeting, Tuesday, December 13, 2022

"Management is doing things right; Leadership is doing the right things" – Peter F. Drucker

b) Operating Budget – Strategic Issues

- a. Budgeting/Financial Reporting Software – **see RFD below**
- b. PW Enhanced Capacity-
 - i. +2 establishing 7 day ops-2 crews of 4 [188k]
 - ii. or continue to build towards that capacity with +1 this year [95k]
 - iii. two summer students – approx. \$8k each [\$16k]
- c. Repairs & Maintenance (R&M)
 - i. Roads [\$250k]
 - ii. Sidewalks [\$105k]
- d. Library Funding – **see RFD below**

4. INTERIM OPERATING BUDGET – **see RFD below**



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: December 13, 2022
SUBJECT: Budgeting Software
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

Included in the 2023 Proposed Operating Budget is \$20,000 for the purchase and implementation of Budgeting Software.

Questica Budgeting Software is currently the only budgeting software that is compatible with the Town's ERP/Financial Software. Administration participated in a demonstration of Questica Budgeting Software and received quotes for service. There is a current promotion which would allow the Town to receive 25% off the first year of service; however, the company requires commitment prior to December 31, 2022 to secure this pricing. Given that the 2023 Operating Budget is not approved, Administration is bringing this decision to Council as it is a commitment of funds from the 2023 year.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

There are two options that Administration is considering.

1. Operating & Payroll Modules—software would provide efficiencies in budgeting for operational revenues and expenses, and payroll expenses.
2. Operating & Payroll, Capital & OpenBook Modules—software would provide efficiencies for operating and capital budgets, as well as give a public interface on our website.

Administration expects the greatest efficiencies be obtained from the Operating & Payroll Modules in preparing for the initial budget session and for changes or scenarios being requested during the budget process.

Questica is asking for a 5 year commitment which would be an annual budget impact as follows:

	2023 Budget	2024 Budget	2025 Budget	2026 Budget	2027 Budget	2028 Budget	TOTAL
Operating/Payroll Modules	14,750	13,775	15,733	16,519	17,345	5,875	98,747
OR							
Operating/Payroll/Capital/OpenBook Modules	19,750	18,525	21,158	22,215	23,326	7,901	132,625

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

To APPROVE the commitment to the purchase and implementation of Questica Budgeting Software—Operating and Payroll Modules for five years, beginning in 2023.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: December 13, 2022
SUBJECT: 2023 Didsbury Municipal Library Budget
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

At the November 22, 2022 Regular Council Meeting, the Didsbury Municipal Library (DML) Board presented their 2023 budget.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

At the December 3, 2023 Operating Budget Presentation, Council motion directed the Town of Didsbury Intermunicipal Cooperation Committee (ICC) members to review the library budget item and bring back to Council with recommendation.

Town of Didsbury ICC members held a meeting on December 8, 2022.

The 2022 Operating Grant to the DML was calculated as \$46.39 per capita of 5268 which totals \$244,383; plus a one-time top up of \$7,691, resulting in a total payment in 2022 of \$252,074. Since this time, the Town of Didsbury population, as per 2020 Federal Census, decreased to 5070.

The committee is recommending leaving the base funding at \$244,383 which is \$48.20 per capita of 5070. Should funding remain at \$244,383 annually, this would continue to position the DML as among the highest-funded libraries in our region.

As is included in the Library's requested 2023 operating budget, the committee is also recommending providing DML a one-time top up of \$7,000 which was a number rounded for discussion purposes. However, the actual amount of the top-up in 2022 was \$7,691 and the intent of the committee was to match the top-up from 2022.

The committee agreed to recommend to Council to maintain that the total operating grant continues to be inclusive of the Mountain View County funding allocation amount, which in 2022 was \$40,225.92. The Intermunicipal Collaboration Funding Shared Facility Sub-Agreement, Section 3(2) identifies that a CPI adjustment for MVC funding will be provided to the Town annually.

In response to direction from Council to ask MVC for top-up funding to the DML budget, the committee felt it would be more appropriate for the DML Board to request such a top-up from MVC.

Should the DML Board be successful in receiving additional "top-up" funding from MVC, the committee is recommending that Council match any MVC additional funding to a maximum of \$12,000, including the \$7,691 already recommended.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

The committee discussed that a Town CPI annual adjustment be considered for the library, and recommends that this be addressed for future operating budgets to the library to provide consistency in annual operating grant allocations to the DML.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION (4 separate motions)

1. That Council provides an operating grant allocation of \$48.20 per capita (based on 2020 Federal Census population of 5070) to Didsbury Municipal Library in the 2023 operating budget; included in the total grant amount is the 2022 Mountain View County funding of \$40,225, which maintains the total 2023 operating grant funding of \$244,383.
2. That Council allocate an additional \$7,691 one-time interim funding to the Didsbury Municipal Library 2023 operating grant.
3. That Council encourage the Didsbury Municipal Library to Board to request additional funding directly from Mountain View County for their 2023 library budget.
4. That Council match any Mountain View County top-up funding received by the Didsbury Municipal Library to a maximum \$12,000, which will include the \$7,691 additional allocation.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: December 13, 2022
SUBJECT: 2023 Interim Operating Budget
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

In accordance with the *Municipal Government Act*, Council can adopt an interim operating budget for part of a year, which ceases to take effect when the operating budget for the year is adopted.

This interim operating budget acts as a placeholder until the 2023 operating budget process is finalized and the budget is adopted by Council. The adoption of the interim operating budget allows Administration to continue with regular operations. Any changes to level of service or special one time operating projects would not move forward until the operating budget is adopted, or by resolution of Council for such an item.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration has prepared an interim operating budget equal to one-half of the 2022 Approved Operating Budget which is attached for Council's review.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

To adopt the 2023 Interim Operating Budget with revenues totaling \$6,048,725 and expenditures totaling \$6,048,725 as presented.

2023 INTERIM OPERATING BUDGET	
by OBJECT	
2023	
	Interim Operating Budget
Revenue	
Net municipal taxation (Tax Revenues)	\$ 2,461,998
Utility user charges	\$ 1,480,216
Government operating grants	\$ 641,117
Sales and user fees	\$ 651,847
Lot sales	\$ 120,298
Franchise fees	\$ 407,500
Penalties	\$ 51,000
Fine revenue	\$ 11,250
Licence fees	\$ 29,000
Permit fees	\$ 36,000
Investment income	\$ 25,000
Other revenue	\$ 20,000
From reserve	\$ 113,501
Total - Revenue	\$ 6,048,725
Expenditures	
Salaries and benefits	\$ 2,138,780
Training, conferences and travel	\$ 71,987
Memberships	\$ 12,078
Advertising and printing	\$ 53,563
Professional services	\$ 154,210
Contracted services	\$ 468,288
Contracted Municipal Policing	\$ 269,500
Telecommunications	\$ 112,619
General supplies	\$ 223,775
Cost of Water	\$ 458,125
Repairs and maintenance	\$ 362,125
Utilities	\$ 360,075
Insurance	\$ 85,935
Leases	\$ 33,335
Bank charges and short term interest	\$ 6,450
Write off	\$ 2,750
Interest on long term debt	\$ 50,964
Long term debt repaid	\$ 272,253
Grants and other payments to organizations	\$ 292,129
To capital	\$ 1,750
To reserve	\$ 618,037
Total - Expenditures	\$ 6,048,725
Net Revenue over Expenditures	\$ -



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: December 13, 2022
SUBJECT: Bylaw 2022-17 Responsible Pet Ownership
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council granted Bylaw 2022-17 first reading at the November 8, 2022 Regular Council Meeting and referred it to the Policy and Governance Committee for review.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Policy and Governance Committee met on November 22 and December 7, 2022. The committee requested more information to be included regarding barking dogs. These changes and are indicated in red on page 7 of the Bylaw under “noise”.

The Committee are recommending Council grant second and third reading to Bylaw 2022-17.

ALIGNMENT WITH STRATEGIC PLAN

4. Healthy Active Living

RECOMMENDATION (2 separate motions)

That Council grant second reading to Responsible Pet Ownership Bylaw 2022-17.

That Council grant third and final reading to Responsible Pet Ownership Bylaw 2022-17.

OR

That Council grant second reading to Responsible Pet Ownership Bylaw 2022-17 and refer it to the Policy and Governance Committee for review.

TOWN OF DIDSBURY
Responsible Pet Ownership
Bylaw No. 2022-17

BEING A BYLAW OF THE TOWN OF DIDSBURY RESPECTING THE REGULATION, LICENSING AND CONTROL OF ANIMALS IN THE TOWN OF DIDSBURY.

WHEREAS the *Municipal Government Act* R.S.A. 2000 c. M-26 empowers a Council to pass bylaws:

- respecting nuisances;
- respecting wild and domestic animals and activities in relation to them;
- regulating or prohibiting activities; and
- providing for a system of licences, permits or approvals.⁶

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

1. This Bylaw may be cited as the “Responsible Pet Ownership Bylaw”.

PART 1 – DEFINITIONS AND INTERPRETATION

2. In this Bylaw, unless context otherwise requires:

Animal” means any bird, reptile, amphibian, or mammal excluding humans and *Wildlife*;

“Attack” means force applied by an *Animal* to a person or other *Animal* consisting of more than one *Bite*, or more than one puncture, or more than one laceration, resulting in bleeding, sprains, serious bruising, or multiple injuries;

“Bite” means force applied by an *Animal* by means of its mouth and teeth upon a person or other *Animal*;

“Cause injury” means being injured due to chasing, charging and/or spooking:

- a. *“Without injury”* means causing bruises, scratches and/or abrasions;
- b. *“With injury”* means causing puncture, tear or rip.

“Certified Professional Dog Trainer” means a person specializing in training dogs who is certified by the Certification Council for Professional Dog Trainers;

“Entice” means to attract or tempt an *Animal* to something or go somewhere;

“Exotic Animal” means any pet that is not a dog or cat including potbellied pigs and/or other swine considered to be contained as a pet. Any unique or wild looking animal generally refers to a species which is not native or indigenous to the owner’s location, and the pet is a companion animal living with people;

“Former Owner” means the person who at the time of impoundment was the *Owner* of an *Animal* which has subsequently been sold or destroyed;

“Housing” includes all coops, enclosures, henhouses, runs, roosts, apiary, nucleus hives, man-made hives and any other accessory building or structure used for the purpose of housing *Livestock*;

“Justice” has the meaning as defined in the *Provincial Offences Procedure Act*, R.S.A. 2000, c P.-34, as amended or replaced from time to time;

“Livestock” includes, but is not limited to:

- a. a horse, mule, donkey, swine, camel, llama, alpaca, sheep or goat;
- b. domestically reared or kept deer, reindeer, moose, elk, or bison;
- c. fur bearing animals including fox, coyote, wolf, weasels or mink;
- d. animals of the bovine species;
- e. rabbits raised for meat;

- f. animals of the avian species including: emus, ostriches, chickens, roosters, turkeys, ducks, geese, peacocks, peahens, or pheasants; and
- g. all other animals and insects normally kept for agricultural purposes including bee colonies, but does not include cats, dogs, or other domesticated household pets.

“Muzzle” means a humane device of sufficient strength placed over an *Animal’s* mouth to prevent it from *Biting*;

“Nuisance Animal” means an *Animal* declared to be a *Nuisance Animal* by the *Town* under Part 5 of this Bylaw;

“Officer” means a Bylaw Enforcement Officer appointed pursuant to Bylaw 1999-09, an Officer appointed pursuant to the *Officer Act*, S.A. 2006, c P-3.5, or a police officer under the *Police Act*, R.S.A. 2000, c. P-17;

“Off Leash Area” means a *Park* or a portion of a *Park*, which has been designated as an off-leash area by the *Town*.

“Owner” means any person or body corporate:

- a. who is the licenced owner of the *Animal*;
- b. who has legal title to the *Animal*;
- c. who has possession, care and control, or custody of the *Animal*, either temporarily or permanently; or
- d. who harbours the *Animal*, or allows the *Animal* to remain on that person’s premises.

“Park” means a public space controlled by the *Town* and set aside as a park to be used by the public for rest, recreation, exercise, pleasure, amusement, cultural heritage, education, appreciation of nature.

“Pathway” means a multi-purpose thoroughfare controlled by the *Town* and set aside for use by pedestrians, cyclists and person using wheeled conveyances, which is improved by asphalt, concrete, brick or any other surface, whether or not it is located in a *Park*, and includes any bridge or structure with which it is contiguous;

“Running at Large” means:

- a. an *Animal* or *Animals* which are not under the control of a person responsible by means of a leash and is or are actually upon property other than the property in respect of which the *Owner* of the *Animal* or *Animals* has the right of occupation, or upon any highway, thoroughfare, street, road, trail, avenue, parkway, lane, alley, square, bridge, causeway, trestle way, sidewalk (including the boulevard portion of the sidewalk), *Park* or other public place which has not been designated as an *Off Leash Area*, or
- b. an *Animal* or *Animals* which are under the control of a person responsible by means of a leash and which cause damage to person, property or other *Animals*;

“Service Dog” has the same definition as set out in the *Service Dog Act*, S.A. 2007 c.S-7.5 and includes a dog that is in training to become a service dog but does not include a dog that is no longer actively being used as a service dog;

“Severe Injury” includes any injury to a person or *Animal* that requires medical attention such as wounds requiring sutures, or other wound repair and closing, or surgery, disfiguring or scarring lacerations, broken bones, severe sprains, or any other similar serious injury, and any other injury as determined to be severe by a *Court*, board, or *Officer*, upon hearing the evidence;

“*Tag*” means a permanent identification tag issued by the *Town* showing the licence number for a specific dog or cat that is intended to be worn on a collar or on a harness attached to the dog or cat at all times when the dog or cat is off the *Owner’s* property;

“*Urban Livestock*” means the keeping of hens, bee colonies or pigeons within the *Town*;

“*Vicious Animal*” means an *Animal* declared to be a Vicious Animal by the *Town* under Part 6 of this Bylaw or by another municipality or an *Animal* that has been previously determined to be a Vicious Animal;

“*Wildlife*” has the same meaning as that term used in the *Wildlife Act* R.S.A. 2000, c. W-10 and includes but is not limited to coyotes, cougars, bobcats, deer, moose, elk, wild rabbits, porcupines, beavers, and skunks.

3. Each provision of this Bylaw is independent of all other provisions and if any provision is declared invalid for any reason by a *Court* of competent jurisdiction, all other provisions of this Bylaw remain valid and enforceable.
4. Nothing in this Bylaw relieves a person from complying with any provision of any federal or provincial law or regulation, other bylaw or any requirement of any lawful permit, order or licence.
5. Any headings, sub-headings, or tables of contents in this Bylaw are included for guidance purposes and convenience only, and shall not form part of this Bylaw.
6. Where this Bylaw refers to another Act, Bylaw, regulation or agency, it includes reference to any Act, Bylaw, regulation or agency that may be substituted therefor.
7. All the schedules attached to this Bylaw shall form a part of this Bylaw.
8. This Bylaw does not apply to the *Town* in respect of *Animals* used by or on behalf of the *Town* for the purpose of land management, including weed control on *Town*- owned lands.

PART 2 – LICENSING REQUIREMENTS

Licences Required

9. A person must not own or keep any dog within the *Town* without a valid and subsisting dog licence for that dog.
10. A person must not own or keep any cat within the *Town* without a valid and subsisting cat licence for that cat.

Administration of Licences

11. The *Town* is authorized to issue, renew, or revoke:
 - a. Altered and unaltered dog licences;
 - b. Altered and unaltered cat licences;
 - c. *Nuisance Animal* licences;
 - d. *Vicious Animal* licences; and
 - e. Corresponding *Tags*, to person who did apply for one or more of these licences in accordance with the requirements of this Bylaw.
12. Persons applying for one or more of the licences referred to in section 11 must:
 - a. demonstrate that they are at least eighteen (18) years of age;
 - b. provide an accurate description of the cat, dog, *Nuisance Animal*, or *Vicious Animal* including breed, name, gender and age;
 - c. provide the name, address, and telephone number of the *Owner* and, where the *Owner* is a body corporate, provide the name, address and telephone number of the natural person responsible for the cat, dog, *Nuisance Animal*, or *Vicious Animal*;

- d. establish to the satisfaction of the *Town*, when applying for an altered *Animal* licence, that the cat, dog, *Nuisance Animal*, or *Vicious Animal* is neutered or spayed;
 - e. provide any other information required by the *Town*;
 - f. make payment in full of the licence fee for each altered or unaltered cat, dog, *Vicious Animal*, or *Nuisance Animal*, as set out in Schedule “A” of this Bylaw.
- 13. A person must not give false information when applying for a licence under this Part.
 - 14. An *Owner* must notify the *Town* forthwith of any change with respect to any information provided in an application for a licence under this Bylaw.
 - 15. Licences are not transferable.
 - 16. The *Owner* of a *Service Dog*, or a guide dog qualified pursuant to the Guide Dog Qualifications Regulation A.R. 108/79, must apply for a dog licence but are exempt from the payment of fees for such a licence.
 - 17. Upon losing a *Tag*, an *Owner* of a licenced *Animal* must contact the *Town* in order to obtain a new *Tag* and must pay the fee set out in Schedule “A” of this Bylaw for that replacement *Tag*.
 - 18. The *Town* may prescribe the form of applications for licences and the manner of the payment of licence fees and may refuse to renew a licence for an *Animal* if there are outstanding fees owed by the *Owner*.

Responsibility of Owners to Ensure Proper Licensing

- 19. For clarity, in subsection (20) below, the term “licenced *Animal*” refers to an *Owner’s* licenced altered or unaltered cat, dog, *Nuisance Animal* or *Vicious Animal*.
- 20. An *Owner* of a licenced *Animal* must:
 - a. ensure that such *Animal* wears a *Tag* whenever the *Animal* is taken by the *Owner* off the property of the *Owner* as evidence of the valid and subsisting licence purchased for that *Animal*;
 - b. ensure that such *Animal* has a valid and subsisting licence at all times by applying for and renewing the licence in accordance with this Bylaw;
 - c. obtain a licence on the first day on which the Town Office is open for business after becoming the *Owner* of the *Animal*;
 - d. obtain a licence for the *Animal* notwithstanding it is under the age of three months where the *Animal* is found *Running at Large*; and
 - e. obtain a licence before the expiry date of the licence that corresponds to that *Animal*.
- 21. An *Owner* of a licenced *Animal* must notify the *Town* forthwith of any changes to the *Owner’s* mailing address and phone number so that this contact information is kept current at all times.

Limits on Cats and Dogs

- 22. A person must not own more than four (4) dogs and four (4) cats that are more than three months of age.
- 23. A person must not permit more than four (4) dogs and four (4) cats that are more than three months of age to reside in one dwelling unit.
- 24. It is a defense to a charge under subsections (23) and (24) that the *Owner* owned the *Animal* and had them licenced prior to this Bylaw coming into force and provided that the *Owner* does not foster, adopt, breed, or purchase more *Animals*.
- 25. Subsections (23) and (24) do not apply to veterinarian clinics and not-for-profit animal rescue organizations incorporated under the laws of Alberta.

PART 3 – OWNER RESPONSIBLE FOR BEHAVIOUR OF ANIMAL

Keeping Animals under Control

26. The *Owner* of an *Animal* which includes exotic animals and urban livestock must ensure that the *Owner's Animal* is not *Running at Large*.
27. An *Owner* of a dog that is not a *Vicious Animal* is not required to have the dog on a leash in a *Park* or a portion of a *Park*, which has been designated as an *Off Leash Area*.
28. Unless a visible sign indicates that the area has been designated as an *Off Leash Area* an *Owner* must keep the *Owner's* dog on a leash.
29. An *Owner* must not allow an *Animal* other than a dog to enter into or remain in an *Off Leash Area*.
30. The *Owner* of a dog in an *Off Leash Area* must ensure that such dog is under control at all times.
31. Whether a dog is under control is a question of fact to be determined by a *Court* hearing a prosecution pursuant to this section of the Bylaw, having taken into consideration any or all of the following:
 - a. Whether the dog is at such a distance from its *Owner* so as to be incapable of responding to voice, sound or sight commands;
 - b. Whether the dog has responded to voice, sound or sight commands from the *Owner*;
 - c. Whether the dog has *Bitten*, *Attacked*, or done any act that injures a person or another *Animal*;
 - d. Whether the dog chased or otherwise threatened a person; and
 - e. Whether the dog caused damage to property.
32. An *Owner* must not have more than 4 dogs off leash in an *Off Leash Area* at one time.
33. An *Owner* who fails to immediately restrain and remove a dog upon it engaging in any of the activities listed in section 55 (threatening behaviour), by restraining the dog on a leash not exceeding two (2) metres in length and removing the dog from the *Off Leash Area*, is guilty of an offence.
34. Nothing in this section relieves an *Owner* from complying with any other provisions of this Bylaw.

Dogs Not Permitted

35. An *Owner* of *Vicious Animal* must not permit such *Animal* to be in an *Off Leash Area* at any time whether leashed or not.
36. The *Owner* of a dog must ensure that such dog does not enter or remain in or on:
 - a. a school ground, playground, sports field, golf course, cemetery, or
 - b. any other area where dogs are prohibited by posted signs.
37. The *Owner* of a dog must ensure that such dog does not enter or remain in a *Park*, or any part thereof, where the dog is within five (5) meters of a play structure, a sports field, a golf course or a cemetery.
38. The *Owner* of a dog may allow such dog to pass along or across a *Pathway*, including a *Pathway* that runs through an area designated as an *Off Leash Area*, only if such dog:
 - a. is secured by a leash of no greater length than two (2) metres; and
 - b. remains under the *Owner's* control at all times, ensuring that the dog does not interfere with or obstruct any other *Pathway* user.

39. Whether or not a dog is interfering or obstructing another *Pathway* user pursuant to section 38 is a question of fact to be determined by a *Court* hearing a prosecution pursuant to this section of the Bylaw, having taken into consideration one or more of:
- a. whether the *Owner* kept such dog on the right-hand side of the *Pathway* to avoid oncoming traffic of other users of the *Pathway*; and
 - b. whether the *Owner* ensured that the dog did not sit or stand still on the *Pathway*, whether in an *Off Leash Area* or not.

Cycling, skateboarding, e-scooter etc. with Animals

40. An *Owner* must not operate a wheeled conveyance such as a bicycle, e-bicycle, skateboard, roller-skates, scooter, e-scooter, Segway, or other similar vehicle on a *Pathway*, with any *Animal* on a leash.
41. Section 40 does not apply to *Owners* operating a device designed for person with disabilities.

Unattended Animals

42. The *Owner* of an *Animal* must ensure that such *Animal* is not left unattended while tethered or tied on premises where the public has access, whether the right of access is express or implied.
43. The *Owner* of an *Animal* must ensure that such *Animal* is not left tethered or tied up in a residential yard unless the *Owner* is outside with the dog at all times or the *Owner* is able to maintain visual view of the dog at all times.
44. The *Owner* of an *Animal* must not allow the *Animal*, when tethered or tied up in a residential yard, to get closer than 1.5 metres to the property line.
45. The *Owner* of an *Animal* left unattended in a motor vehicle must ensure:
- a. the *Animal* is restrained in a manner that prevents contact between the *Animal* and any member of the public; and
 - b. the *Animal* is not confined in such a manner that places it in a life or health threatening situation by exposure to a period of extreme heat or cold, without proper ventilation or other protection from such heat or cold.

Securing Animals in Vehicles

46. For the purpose of this section, “roadway” means any street or highway, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles.
47. An *Owner* must not allow an *Animal* to be outside of the passenger cab of a motor vehicle on a roadway, regardless of whether the motor vehicle is moving or parked.
48. An *Owner* and/or person in the driver’s seat of a vehicle shall not allow a pet to reside on their lap while they are operating a vehicle.
49. Notwithstanding section 47, an *Owner* may allow an *Animal* to be outside the passenger cab of a motor vehicle, including riding in the back of a pickup truck or flatbed truck if the *Animal* is:
- a. in a fully enclosed trailer;
 - b. in a topper enclosing the bed area of a truck; or
 - c. contained in a ventilated kennel or similar device securely fastened to the bed of the truck.

50. The owner of a vehicle involved in an offence referred to in this section is guilty of the offence, unless that vehicle owner satisfies the *Court* that the vehicle was:
- a. not being driven or was not parked by the vehicle's owner; and
 - b. that the person driving or parking the vehicle at the time of the offence did so without the vehicle owner's express or implied consent.

Animals Suspected of Having Rabies

51. An *Owner* of an *Animal* suspected of having rabies must immediately report the matter to Alberta Health Services and to the Town of Didsbury.

NUISANCES

Removing Excrement

52. If an *Animal* defecates on any public or private property other than the property of its *Owner*, the *Owner* must remove such feces immediately.

Noise

53. The *Owner* of an *Animal* must ensure that such *Animal* does not bark, howl, or otherwise make or cause a noise which disturbs any person. A Peace Officer may request any person complaining about a Dog excessively barking, howling or engaging in any other activity that causes noise, to keep a log of all occurrences for a period of time specified by the Peace Officer. Any person complaining about a Dog excessively barking, howling or engaging in any other activity that causes noise, when requested shall submit a statement in writing to a Peace Officer of the Town, and agree to give testimony in any court proceeding that may arise.

An Owner of a Dog shall ensure that the Dog:

- a. Does not habitually or excessively bark, howl or engage in any other activity that causes Noise. In determining what constitutes Noise, consideration may be given, but not limited to:
- b. Proximity of the property where the dog resides;
- c. Type, volume and duration of the noise or sound;
- d. Time of day or night and day of the week;
- e. Nature and use of the surround area;
- f. Whether the noise or sound is recurrent or constant; and
- g. Any other relevant factor deemed reasonable by the Peace Officer.

Scattering Garbage

54. The *Owner* of an *Animal* must ensure that such *Animal* does not upset any waste receptacles or scatter the contents thereof either in or about a street, lane, or other public property or in or about premises not belonging to or in the possession of the *Owner* of the *Animal*.

Threatening Behaviours

55. The *Owner* of an *Animal* must ensure that such *Animal* does not:
- h. *Bite*, bark at, or chase stock, *Animals*, bicycles, automobiles, or other vehicles;
 - i. chase or otherwise threaten a person, whether on the property of the *Owner* or not;
 - j. cause damage to property or other *Animal*, whether on the property of the *Owner* or not;
 - k. do any act that injures a person, whether on the property of the *Owner* or not;
 - l. *Bite* a person, whether on the property of the *Owner* or not;
 - m. *Attack* a person, whether on the property of the *Owner* or not;
 - n. *Bite/Attack* another *Animal*;
 - o. *Attack* another *Animal* causing *Severe Injury*, whether on the property of the *Owner* or not;
 - p. cause death to another *Animal*; or
 - q. *Attack* a person, whether on the property of the *Owner* or not, causing *Severe Injury*.
56. No *Owner* must use or direct an *Animal* to *Attack*, chase, harass or threaten a person or *Animal*.

Duty to Report Bite

57. An *Owner* must make a report within twenty-four (24) hours if the *Owner's Animal Bites* a person or another *Animal* by:
- a. providing the *Owner's* name and the *Animal's* licence number to the person who was *Bit* or whose *Animal* was *Bit* or providing that information to an *Officer*; or
 - b. by calling the Town of Didsbury or contacting online to provide the information requested by that service in response to a *Bite* report.

PART 4 – EXTOTIC ANIMALS and URBAN LIVESTOCK

Exotic Pets

58. The owner of an exotic animal shall, in addition to any other duty imposed under the *Wildlife Act*:
- a. obtain an Exotic Animal Permit through the Town of Didsbury at the fee set out in Schedule “A” of this Bylaw;
 - b. at all times confine the exotic animal within a secure enclosure or within the residence of the *Owner*; and
 - c. immediately notify an *Officer* if the exotic animal is *Running at Large*.
59. An *Owner* who fails to comply section 58 is guilty of an offence under this Bylaw.
60. In addition to the remedies set forth elsewhere in this Bylaw, if an *Officer* determines that an exotic animal is not being kept in accordance with this Bylaw, the *Officer* may issue an order pursuant to section 58 of the *Municipal Government Act* directing the exotic animal be kept in accordance with this Bylaw or removed from the Town.

Urban Livestock

61. A person must not keep *Livestock* in any area of the *Town*.
62. Section 61 does not apply to:
 - a. a person keeping *Livestock* in an area where the keeping of *Livestock* is allowed under The Town of Didsbury Land Use Bylaw;
 - b. a person who has a valid and subsisting *Livestock* licence or permit issued by the Town for that *Livestock*; or
 - c. a rescue, shelter or Humane Society or the Alberta Society for the Prevention of Cruelty to Animals.
63. A person who owns and keeps hens, pigeons or bee colonies must obtain an Urban Livestock Permit from the Town.
64. A person must not keep roosters in the *Town*.
65. A person must not feed or lure *Wildlife* in the *Town*.
66. Section 65 does not apply to the feeding of birdseed to songbirds.
67. Nothing in this Part exempts or relieves from requirements arising under any land use bylaw and building regulations requirement that may apply to *Livestock* or their *Housing*.

PART 5 – NUISANCE ANIMALS

Prohibition

68. A person must not own or keep a *Nuisance Animal* in the *Town* without a valid and subsisting *Nuisance Animal* licence.

Designating an *Animal* a *Nuisance Animal*

69. The *Town* may designate an *Animal* to be a *Nuisance Animal*, and require an *Owner* to obtain a *Nuisance Animal* licence for such an *Animal* where:
 - a. the *Animal* has engaged in repeated threatening or aggressive behaviour;
 - b. the *Animal* has been found *Running at Large* more than once;
 - c. the *Animal* is a dog that repeatedly barks, howls, or otherwise makes or causes noise which disturbs any person; or
 - d. the *Owner* has demonstrated an inability to control the *Animal* in an *Off Leash Area* or any other public area on more than one occasion.

Notice and Submissions

70. Where the *Town* is considering designating an *Animal* as a *Nuisance Animal*, the *Town* must:
 - a. send to the *Owner* written notice of the reason why the designation is being considered;
 - b. provide an opportunity to the *Owner* to make written submissions within fourteen (14) days of receiving the notice on whether such *Animal* should be designated as a *Nuisance Animal*; and
 - c. consider any written submissions made by the *Owner* and any information provided from an *Officer* obtained from any investigation conducted pursuant to this Bylaw involving such *Animal*, whether for the incident precipitating the consideration of the designation or an earlier incident involving such *Animal*.

Designation Decision and Conditions on *Nuisance Animals*

71. Where the *Town* has decided to designate an *Animal* as a *Nuisance Animal*, the designation decision must be sent to the *Owner* with the reasons for that decision, along with notice of any conditions imposed by the *Town* pursuant to section 75.
72. A *Nuisance Animal* designation continues to apply if the *Animal* is sold, given away or transferred to a new *Owner*.
73. An *Owner* must disclose that an *Animal* has been designated a *Nuisance Animal* when selling, giving away, or transferring that *Animal* to a new *Owner*.
74. An *Owner* must disclose a *Nuisance Animal* designation to any person the *Owner* asks to take temporary care and control of the *Nuisance Animal*, such as dog-walkers, groomers, kennel operators, and veterinarians.

Nuisance Animal Conditions

75. The *Town* may impose one or more of the following conditions on an *Owner* of a *Nuisance Animal*:
 - a. require the *Owner* to keep the *Nuisance Animal* indoors between 10:00 p.m. and 7:00 a.m.;
 - b. require the *Owner* to keep the *Nuisance Animal*, when outdoors on the *Owner's* property, in a *secure pen* or *secure fence*;
 - c. require the *Owner* to ensure the *Nuisance Animal* is *Muzzled* while outdoors, either on the *Owner's* property or off the *Owner's* property, and in plain view of the *Owner* at all times while *Muzzled*;
 - d. require that the *Owner* undertake repairs to the property where the *Nuisance Animal* resides to ensure compliance with this Bylaw;
 - e. require the *Owner* to retain the services of a *Certified Professional Dog Trainer* to provide the *Owner* with a specific type of education and training, for a specified number of hours, and require that the *Owner* provide proof of completion of such education and training hours;
 - f. prohibit the *Nuisance Animal* from entering or remaining in an *Off Leash Area*; and
 - g. any other additional condition that is similar to the above and, in the opinion of the *Town*, is reasonably necessary to reduce the nuisance posed by such *Nuisance Animal*.
76. The *Owner* of a *Nuisance Animal* must comply with any conditions imposed by the *Town* pursuant to this section.
77. The *Town* can add or remove any conditions at any time after designating an *Animal* as a *Nuisance Animal* on written notice to an *Owner*.
78. An *Owner* may apply to have the *Nuisance Animal* designation lifted no more than once per year by written appeal to the *Town*.

Appeal

79. Any *Owner* wishing to appeal a decision of the *Town* to designate the *Owner's Animal* a *Nuisance Animal*; or a decision of the *Town* to confirm the designation of an *Animal* as a *Nuisance Animal*; *must do so within 14 days of the decision by submitting a Notice of Appeal to the Municipal Enforcement Supervisor*.
80. Upon receiving a notice of appeal, the Municipal Enforcement Supervisor may either:
 - a. confirm the *Officer's* decision to designate the *Animal* as a *Nuisance Animal*; or
 - b. overturn the *Officer* declaration of the *Animal* as a *Nuisance Animal*.

PART 6 – VICIOUS ANIMALS

Definitions

81. In this Part (Vicious Animals), Part 5 (Nuisance Animals) and Part 7 (Animal Control Operations):
- a. “*secure pen*” means a pen or other structure meeting the following specifications:
 - i. has secure sides and a secure top, and if it has no bottom secured to the sides, the sides must be embedded in the ground to a minimum depth of thirty (30) centimeters;
 - ii. provides the *Vicious Animal* with shelter from the elements;
 - iii. is of the minimum dimensions of one and one-half (1.5) metres by three (3) metres and be a minimum one and one-half (1.5) metres in height; and
 - iv. is not within one (1) metre of the property line or within five (5) metres of a neighbouring dwelling unit;
 - b. *secure fence*” means a secured fenced enclosure meeting the following specifications:
 - i. is at least 1.83 meters (6 feet) high, reaching to the ground;
 - ii. has a self-closing mechanism on all gates; and
 - iii. must have the ability to lock in a way to prevent any person from outside the *Owner’s* household gaining access to the *Animal*.

Prohibition

82. A person must not own or keep a *Vicious Animal* in the *Town* without a valid and subsisting *Vicious Animal* licence.

Designating an Animal a *Vicious Animal*

83. The *Town* may designate an *Animal* to be a *Vicious Animal*, and require an *Owner* to obtain a *Vicious Animal* licence, for such an *Animal* where:
- a. the *Animal* has caused a *Severe Injury* to a person, whether on public or private property;
 - b. the *Animal* has, while off its *Owner’s* property, caused *Severe Injury* to another *Animal* or the death of another *Animal*; or
 - c. there are reasonable grounds to believe the *Animal* poses a risk to the health and safety of persons in the *Town*.
 - d. The animal has engaged more than once in threatening behaviour such as:
 - a. charging/chasing a person;
 - b. causing injury to a person through means of charging/chasing; or
 - c. *Biting* a person and/or other animal without injury.

Notice and Submissions

84. Where an *Officer* is considering designating an *Animal* as a *Vicious Animal*, the *Officer* must:
- a. send written notice to the *Owner* of the reason why the designation is being considered; and
 - b. consider any written submissions made by the *Owner* and any information provided from an *Officer* obtained from any investigation conducted pursuant to this Bylaw involving such *Animal*, whether for the incident precipitating the consideration of the designation or an earlier incident involving such *Animal*.

Seizure Pending a Decision

85. The *Town* may order the *Owner* of an *Animal* alleged to be a *Vicious Animal* to surrender the *Animal* to an *Officer* to be impounded pending the outcome of the *Town's* decision on whether the *Animal* should be designated a *Vicious Animal* and any related appeal.
86. The *Owner* is responsible for all kennel and/or veterinary fees incurred during the seizure period.

Designation Decision

87. Where the *Town* has decided to designate an *Animal* as a *Vicious Animal*, the designation decision must be sent to the *Owner*, with the reasons for making that decision, along with notice of any additional conditions imposed by the *Town* pursuant to section 84.
88. A *Vicious Animal* designation continues to apply if the *Animal* is sold, given away or transferred to a new *Owner*.
89. An *Owner* must disclose that an *Animal* has been designated a *Vicious Animal* when selling, giving away, or transferring that *Animal* to a new *Owner*.
90. An *Owner* must disclose a *Vicious Animal* designation to any person the *Owner* asks to take temporary care and control of the *Animal*, such as dog-walkers, groomers, kennel operators, and veterinarians.

Transitional

91. An *Animal* that was declared a *Vicious Animal* pursuant to this Bylaw continues as a *Vicious Animal* under this Bylaw and the *Owner* must continue to comply with all conditions, orders, and restrictions imposed on such a *Vicious Animal*.
92. The *Town* may impose conditions pursuant to section 93 of this Bylaw on a *Vicious Animal* designated and the *Owner* must comply with all responsibilities set out in this Bylaw on *Owners of Vicious Animals*.

Conditions on Vicious Animals

93. Where the *Town* has designated an *Animal* a *Vicious Animal* the *Owner* must:
 - a. within ten (10) days of receiving the notice of the designation:
 - i. ensure that a licenced veterinarian tattoo the *Vicious Animal* with a visible tattoo; or
 - ii. implant an identifiable microchip in the *Vicious Animal*; and provide the information contained on the tattoo or microchip to the *Officer*.
 - b. if the *Animal* is in an unaltered state, within ten (10) days of receiving the notice of the designation, have the *Vicious Animal* neutered or spayed at the *Owner's* expense;
 - c. ensure the *Vicious Animal* is kept under control at all times by:
 - i. keeping the *Vicious Animal* indoors when on the *Owner's* property and under the control of a person over the age of eighteen (18) years;
 - ii. keeping the *Vicious Animal* in a *secure pen* or contained by a *secure fence* when outdoors on the *Owner's* property; or
 - iii. keeping the *Vicious Animal* under the control of a person over the age of eighteen (18) years when outdoors, whether on the *Owner's* property or not, and securely *Muzzled* and harnessed or leashed on a lead which length must not exceed one (1) metre, in a manner that prevents such *Vicious Animal* from chasing, injuring or *Biting* other *Animals* or people as well as prevent damage to public or private property.
 - d. not permit the *Vicious Animal* to enter in or remain in an *Off Leash Area*, public spaces and buildings where the public congregates; except in a veterinary clinic or animal shelter; and

- e. the *Owner* of a *Vicious Animal* must, within ten (10) days of the date of the notice designating the *Animal* to be a *Vicious Animal*, display, on the *Owner's* premises, a sign warning of the presence of the *Animal*, that:
 - i. is placed at each entrance to the premises where the *Vicious Animal* is kept and on the pen or other structure in which the *Vicious Animal* is confined; and
 - ii. is posted to be clearly visible and capable of being seen by any person accessing the premises.
 - f. the *Owner* of a *Vicious Animal* must ensure that such *Animal* wears a *Tag* at all times.
94. An *Owner* must permit an *Officer* to inspect a secure fence, secure pen or any outdoor portion of that *Owner's* property where a *Vicious Animal* may be contained.

Additional Conditions on Owners of Vicious Animals

95. The *Town* may impose one or more of the following conditions on the *Owner* of a *Vicious Animal*:
- a. require the *Owner* to modify the *Owner's* property in some manner in order to reduce the risk of the *Vicious Animal* leaving the property and *Running at Large*;
 - b. require the *Owner* to retain the services of a *Certified Professional Dog Trainer* to provide the *Owner* with a specific type of education and training, for a specified number of hours, and require that the *Owner* provide proof of completion of such education and training hours;
 - c. require that the *Owner* obtain liability insurance in a specified amount for the *Vicious Animal*; and
 - d. any other additional condition that is similar to the above and, in the opinion of the *Officer*, is reasonably necessary to ensure the health and safety of persons in the *Town*.
96. The *Owner* of a *Vicious Animal* must comply with any conditions imposed by the *Town* pursuant to this section.
97. The *Town* can add or remove any conditions at any time after designating an *Animal* as a *Vicious Animal* on written notice to the *Owner*.

Selling, Transferring, or Gifting Vicious Animals

98. The *Owner* of a *Vicious Animal* must:
- a. notify the *Town* should the *Animal* be sold, gifted, or transferred to another person or is deceased; and
 - b. remain liable for the actions of the *Animal* until formal notification of sale, gift or transfer is given to the *Town*.

Offences involving Vicious Animals

99. The *Owner* of a *Vicious Animal* must ensure that such *Animal* does not:
- a. chase a person or other *Animals*;
 - b. injure a person or other *Animals*;
 - c. *Bite* a person or other *Animals*; or
 - d. *Attack* a person or other *Animals*.
100. The *Owner* of a *Vicious Animal* must ensure that such *Animal* does not damage or destroy public or private property.
101. The *Owner* of a *Vicious Animal* must ensure that such *Animal* is not *Running at Large*.
102. The *Owner* of a *Vicious Animal* must notify the *Town* if the *Animal* is *Running at Large*.

Appeal

103. An *Owner* who disagrees with a decision of the *Town* to designate the *Owner's Animal* a *Vicious Animal* or who disagrees with any condition imposed by the *Officer* pursuant to section 95 may appeal that decision to the Municipal Enforcement Supervisor.
104. The *Owner* of a *Vicious Animal* must comply with the responsibilities imposed by this Bylaw despite any pending appeal before the *Officer*.
105. Nothing in this Bylaw precludes the *Town* from applying for a *Vicious Animal* to be destroyed pursuant to the *Dangerous Dogs Act*, R.S.A. 2000, c. D-3.

PART 7 – ANIMAL CONTROL OPERATIONS

Seizure and Impoundment

106. An *Officer* may capture and impound any *Animal* including any *Nuisance Animal* or *Vicious Animal*:
 - a. found *Running at Large*;
 - b. which has *Attacked* or *Bit* or an *Officer* believes on reasonable and probable grounds has *Attacked* or *Bit* a person or *Animal* pending either:
 - i. the outcome of the *Town's* determination on whether the *Animal* should be designated as a *Vicious Animal* and pending any related appeal to *Officer* and/or *Alberta Court*; or
 - ii. pending a *Court's* determination as to whether the dog should be destroyed pursuant to the *Dangerous Dogs Act*, R.S.A. 2000, c D- 3.
 - c. where the *Animal* has been previously designated a *Vicious Animal* and the *Owner* has failed to abide by one or more condition(s) imposed on such *Vicious Animal* which creates, in the *Officer's* opinion, a threat to public safety; or
 - d. which is required to be impounded pursuant to the provisions of any statute of Canada or of the Province of Alberta, or any Regulation made thereunder.
107. Notwithstanding subsection 106 (b)(i), an *Officer* may allow an *Owner* of an *Animal* alleged to be a *Vicious Animal* to keep the *Animal* in place of seizure provided the *Owner* agrees to contain and control conditions which, in the opinion of the *Officer*, ensures the safety of the public pending that designation decision and any further appeal.
108. Conditions to contain and control an *Animal* under section 107 may include one, or more, or all of:
 - a. when outdoors, whether on the *Owner's* property or not, such *Animal* must:
 - i. be under direct control of an adult, by means of a harness, *Muzzle* and a two point of contact leash; or
 - ii. contained by a secure fence.
 - b. the *Owner* is prohibited from taking the *Animal* to an *Off Leash Area*;
 - c. that the *Owner* be required to retain the services of a *Certified Professional Dog Trainer* to provide the *Owner* with education and training on how to better control the *Animal* for a minimum number of hours specified by the *Officer* and require that the *Owner* provide proof of completion of such education and training hours; and
 - d. any other condition that is similar to the above and that in the opinion of the *Officer* will ensure the public's safety pending a designation decision and any related appeal.
109. A person who takes control of any stray dog or cat, *Nuisance Animal* or *Vicious Animal*, must notify the *Town* immediately and provide any required information.

Notice of Impoundment

110. If an *Officer* knows or can ascertain the name of the *Owner* of an impounded *Animal*, the *Officer* must serve the *Owner* with notice that such *Animal* is impounded, either personally or by ordinary mail and such notice must advise the *Owner* of:
- a description of the *Animal* including any licensing information;
 - the conditions the *Owner* must meet in order to reclaim such *Animal* including the payment of fees; and
 - the consequences of failing to reclaim the *Animal* by the date set out in the notice including that such *Animal* may be adopted out or euthanized by the *Town*.

Reclaiming Animal

111. Where an *Animal*, *Nuisance Animal* or *Vicious Animal* is claimed, the *Owner* must also provide proof of ownership of the *Animal*.
112. The *Owner* of an *Animal*, *Nuisance Animal* or *Vicious Animal* who has been found not guilty of committing an offence under this Bylaw may request the return of any fees paid by that *Owner* for reclaiming such *Animal*.

Unclaimed Animals

113. The *Town* may, before releasing an unclaimed *Animal*, require that the *Animal* be spayed or neutered.
114. Where the *Town* agrees to euthanize an *Animal* the *Owner* must pay a fee as set out in Schedule "A" of this Bylaw.

Bylaw Investigations

115. An *Officer* may at any time:
- require that the *Owner* of an *Animal* provide such *Animal's* name and licence information;
 - order that a dog be put on a *leash*; or
 - order that a dog be removed from an *Off Leash Area*;
 - may enter a premises if there is concern for the pet under the *Animal Protection Act*.
116. Subject to the entry notice provisions of the *Municipal Government Act*, R.S.A. 2000 c.M-26, a designated *Officer* of the *Town*, bearing proper identification, may enter a premises to conduct an inspection in order to determine whether or not this Bylaw or an order issued pursuant to this Bylaw is being complied with.

Obstructing an Officer

117. A person must not, whether or not that person is the *Owner* of an *Animal*, *Nuisance Animal* or *Vicious Animal* which is being or has been pursued or captured:
- interfere with or attempt to obstruct an *Officer* who is attempting to capture or who has captured an *Animal* which is subject to impoundment or seizure;
 - open the vehicle in which *Animals* have been captured for impoundment or seizure;
 - remove, or attempt to remove, any *Animal* from the possession of an *Officer*;
 - refuse to comply with an *Officer's* order to put an *Animal* on a *Leash* or to leave an *Off Leash Area*;
 - refuse to surrender an *Animal* to an *Officer* that is subject to seizure or impoundment under this Bylaw; or
 - provide a false name or licence number for an *Animal* or *Owner* to an *Officer*.

118. A person must not interfere with or attempt to obstruct an *Officer* who is attempting to conduct an inspection pursuant to section 117.

Interfering with an Animal

119. A person must not:
- a. untie, loosen or otherwise free an *Animal* which has been tied or otherwise restrained;
 - b. negligently or willfully open a gate, door or other opening in a fence or enclosure in which an *Animal* has been confined and thereby allow an *Animal* to *Run at Large* in the *Town*;
 - c. entice an *Animal* to *Run at Large*;
 - d. tease an *Animal* caught in an enclosed space; or
 - e. throw or poke any object into an enclosed space when an *Animal* is caught or confined therein;
120. Section 119 does not apply to an *Officer* who is attempting to capture or who has captured an *Animal* which is subject to impoundment or seizure pursuant to this Bylaw.

Service of Documents

121. Where this Bylaw requires the *Town* to provide an *Owner* with a notice or a decision, that notice or decision may be served by ordinary mail to the last known address of the *Owner* and the *Owner* is deemed to have received that notice or decision seven (7) days from the date it was mailed.

Trap Neuter Release Program Permits

122. The *Town* may permit a not-for-profit entity to operate a trap, neuter and release program for cats or other *Animals* in the *Town* on such terms and conditions that the *Town* considers appropriate and such permit exempts the entity:
- a. from the requirement to licence *Animals* and pay the fees in Schedule "A"; and
 - b. from the prohibition in this Bylaw against allowing an *Animal* to *Run At Large* when releasing *Animals* pursuant to the program.

PART 8 – AUTHORITY TO DELEGATE FURTHER

123. The *Chief Administrative Officer* may delegate any of the powers granted to the *Officer* in this Bylaw at any time to any other employee of the *Town*.

PART 9 – ENFORCEMENT

Offences and Penalties

124. If an *Animal* is involved in a contravention of this Bylaw, the *Owner* of that *Animal* is guilty of an offence.
125. Every *Owner* of an *Animal* who contravenes any of the provisions of this Bylaw by:
- a. doing any act or thing which the person is prohibited from doing, or
 - b. failing to do any act or thing the person is required to do, is guilty of an offence.
126. Any person who is convicted of an offence pursuant to this Bylaw is liable on summary conviction to a fine not exceeding \$10,000, and in default of payment of any fine imposed, to imprisonment for not more than six (6) months.

127. A Provincial Court Judge or Justice, after convicting the *Owner* or keeper of an *Animal* of an offence under this Bylaw may, in addition to any other penalty imposed pursuant to this Bylaw, if the offence is considered to be sufficiently serious, direct, order, or declare one or more of the following:
- a. That the *Owner* or keeper take particular steps or actions to prevent the *Animal* from doing mischief or causing the subject disturbance or nuisance;
 - b. That the *Owner* or keeper have the *Animal* permanently removed from the *Town*;
 - c. That the *Owner* or keeper be prohibited from owning or keeping any *Animal* within the *Town* permanently or for a specified period of time;
 - d. If the *Animal* is a dog, be declared, without further hearing, to be a *Vicious Dog* as defined by this Bylaw:
 - i. That the *Owner* or keeper have the *Animal* humanely destroyed or surrender the *Animal* to the *Town* for humane destruction;
 - ii. That the *Owner* or keeper have the *Animal* spayed or neutered and provide adequate proof thereof to the *Town*; or
 - iii. Such other direction, order or declaration that in the opinion of the Judge or Justice is necessary to protect the public, *animals*, *wildlife*, *livestock*, or other domesticated pets from the dog.

Violation Tickets and Penalties

128. Where an *Officer* believes that a person has contravened any provision of this Bylaw, that *Officer* may commence proceedings by issuing a summons or a violation ticket in accordance with the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34.
129. The specified penalty payable in respect of a contravention of a provision of this Bylaw is the amount shown in Schedule "B" of this Bylaw in respect of that provision.
130. Notwithstanding section 128:
- a. where any person has been convicted of a contravention of the same provision of this Bylaw twice within one twelve (12) month period, the specified penalty payable in respect of the second conviction is double the amount shown in Schedule "B" of this Bylaw in respect of that provision; and
 - b. where any *person* has been convicted of a contravention of the same provision of this Bylaw three or more times within one twelve (12) month period, the specified penalty payable in respect of the third or subsequent conviction is triple the amount shown in Schedule "B" of this Bylaw in respect of that provision.

Nuisance and Vicious Animal Fines

131. Sections 128 and 129 do not apply to *Vicious Animals*.
132. The specified fines on summary conviction in respect to a contravention of this Bylaw with respect to *Vicious Animals* shall be the same amounts as shown in Schedule "C" regarding *Vicious Animals*.
133. The specified fines on summary conviction in respect of a contravention of Part 6 of this Bylaw shall be the same amounts shown in Schedule "C" regarding *Nuisance Animals*.

Increased Fines for Unaltered Animals

134. The early payment and specified fines in Schedule "B & C" in respect of a contravention of Part 3 of this Bylaw are increased by one hundred dollars (\$100.00) where the *Animal* involved in the offence was unaltered.

Continuing Offences

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

Mandatory Court or Information

136. Part 9 of this Bylaw does not prevent any *Officer* from issuing a violation ticket requiring the court appearance of the defendant, pursuant to the provisions of the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34, or prevent any *Officer* from laying an information instead of issuing a violation ticket.

Liability for Fees

137. The levying and payment of any fine or the imprisonment for any period provided in this Bylaw shall not relieve a person from the necessity of paying any fees, charges or costs from which that person is liable under the provisions of this Bylaw.

Orders by a Justice

138. A *Justice*, after convicting an *Owner* of an offence under this Bylaw may, if the *Justice* considers the offence sufficiently serious, direct, order, or declare one or more of the following:
- that the *Owner* prevent the *Animal* from doing mischief or causing the disturbance or nuisance complained of; or
 - that the *Owner* be prohibited from owning any *Animal* for a specified period of time.

Onus of Proof

139. The onus of proving an *Animal* has a valid and subsisting licence is on the person alleging the licence.
140. The onus of proving the age of an *Animal* is on the person alleging the age.
141. The onus of proving that an *Animal* is altered is on the *Owner* of the *Animal*.

Licences

142. A person must not contravene a condition of any licence issued under this Bylaw.
143. Licences are not transferable from one person to another and attach to a person, not the *Animal*.

Remedial Orders

144. Where a person has contravened any provision of this Bylaw, a remedial order may be issued by the *Officer* requiring the person to remedy the contravention pursuant to section 545 of the *Municipal Government Act* R.S.A. 2000 c. M-26.
145. A remedial order issued pursuant to section 545 of the *Municipal Government Act* R.S.A. 2000 c. M-26 must include the following:
- indicate the person to whom it is directed;
 - identify the property to which the remedial order relates by municipal address or legal description;
 - identify the date that it is issued;
 - identify how the person fails to comply with this or another bylaw;
 - identify the specific provisions of the Bylaw that is being contravened;
 - identify the nature of the remedial action required to be taken to bring the property into compliance;
 - identify the time within which the remedial action must be completed;

- h. indicate that if the required remedial action is not completed within the time specified, the *Town* may take whatever action or measures are necessary to remedy the contravention;
 - i. indicate that the expenses and costs of any action or measures taken by the *Town* under this section are an amount owing to the *Town* by the person to whom the order is directed pursuant to section 549(3) of the *Municipal Government Act*; and
 - j. indicate that the expenses and costs referred to in this section may be attached to the tax roll of the owner's property if such costs are not paid by a specified time.
- 146. A remedial order issued pursuant to this Bylaw may be served:
 - a. in the case of an individual:
 - i. by delivering it personally to the individual;
 - ii. by leaving it for the individual at their apparent place of residence with someone who appears to be at least 18 years of age;
 - iii. by delivering it by ordinary mail to the individual at their apparent place of residence; or
 - iv. by delivering it by ordinary mail to the last address of the individual who is to be served as shown on the records of the Registrar of Motor Vehicle Services in Alberta.
 - b. in the case of a corporation:
 - i. by delivering it personally to a director or officer of the corporation;
 - ii. by delivering it personally to any person apparently in charge of an office of the corporation at the address held out by the corporation to be its address; or
 - iii. by delivering it by ordinary mail addressed to the registered office of the corporation.
- 147. If, in the opinion of a person serving a remedial order, service of the remedial order cannot be reasonably effected, or if the person serving the remedial order believes that the owner of the property is evading service, the person serving the remedial order may post the remedial order:
 - a. at a conspicuous place on the property to which the remedial order relates;
 - b. at the private dwelling place of the owner of the property to which the remedial order relates, as shown on a certificate of title pursuant to the *Land Titles Act* R.S.A. 2000, c. L-4 or on the municipal tax roll; or
 - c. at any other property owned by the owner of the property to which the remedial order relates, as shown on a certificate of title pursuant to the *Land Titles Act* R.S.A. 2000, c L-4 or shown on the municipal tax roll;
 - d. and the remedial order shall be deemed to be served upon the expiry of 3 days after the remedial order is posted.
- 148. A person who fails to comply with a remedial order within the time set out in the remedial order commits an offence.
- 149. Where the *Town* effects a remedial order, *Town* employees and agents may enter an *Owner's* property upon reasonable notice to undertake the removal and restoration work.

PART 10-TRANSITIONAL

Repeal

150. Dog Bylaw 2007-09 and Cat Bylaw 2007-10 and Bylaw 2021-10 Animal Control Rates and any amendments is hereby repealed on the date this Bylaw comes into force.

Coming into Force

151. This Bylaw comes into force on third and final reading.

Read a First time on this 8th day of November 2022

Read a Second time on this this day of 2022

Read a Third and Final time on this this day of 2022

Mayor Rhonda Hunter

Chief Administrative Officer Ethan Gorner

SCHEDULE "A"

ANNUAL LICENCES

Description	Amount
January Early Payment Incentive Renewal Rate:	
Dog Licence – altered male/female	\$ 15.00
Dog Licence – intact male/female	\$ 35.00
Cat Licence – altered male/female	\$ 15.00
Cat Licence – intact male/female	\$ 35.00
New Resident and/or New Pet Rate:	
Dog Licence – altered male/female	\$ 15.00
Dog Licence – intact male/female	\$ 35.00
Cat Licence – altered male/female	\$ 15.00
Cat Licence – intact male/female	\$ 35.00
Renewal Rate paid after the due date of January 31 for all pets:	\$ 70.00
Guide/Medical Dog Licence	\$ 0.00
Replacement tag	\$ 6.00
Impoundment fees (per day)	\$ 70.00
Veterinary service fees – to be paid directly to the clinic (includes euthanizing)	As set out by the clinic
Vicious Animal Licence Fee	\$ 200.00
Nuisance Animal Licence Fee	\$ 100.00
Urban Livestock Licence Fee – Bee Colonies	\$ 15.00 one-time fee
Urban Livestock Licence Fee – Hens and Pigeons	\$ 15.00 one-time fee
Livestock Emotional Support Animal Permit	\$ 70.00 one-time fee
Exotic Animals Permit – must be registered with the Town.	\$ 15.00 one-time fee

SCHEDULE "B"

OFFENCE PENALTIES

(Early payment means paid within 15 days after the date of the offence)

Section	Offence	1 st Offence	2 nd Offence
9	Unlicensed dog or cat	\$ 100.00	\$ 200.00
13	Give false information when applying for an animal licence	\$ 150.00	\$ 250.00
20 a	Dog or cat not wearing Tag identification	\$ 50.00	\$ 75.00
23	Own more than 4 dogs or permit more than 4 cats in one dwelling unit	\$ 200.00	\$ 400.00
27	Animal Running at Large	\$ 150.00	\$ 250.00
28	Animal other than dog in Off Leash Area	\$ 50.00	\$ 100.00
31	Dog not under control in an Off Leash Area	\$ 50.00	\$ 100.00
33	Fail to restrain/remove dog from Off Leash Area	\$ 100.00	\$ 200.00
37	Dog in prohibited area	\$ 50.00	\$ 100.00
44	Tethered Animal too close to property line	\$ 50.00	\$ 100.00
45	Animal left unattended in vehicle improperly	\$ 100.00	\$ 200.00
47	Animal outside cab of vehicle	\$ 250.00	\$ 500.00
48	Animal on driver la-p while operating a vehicle	\$ 100.00	\$ 200.00
49.	Animal not properly confined in vehicle while vehicles is operating	\$ 200.00	\$ 400.00
52	Failure to remove Animal feces	\$ 100.00	\$ 200.00
53	Animal disturbing the peace	\$ 100.00	\$ 250.00
54	Animal scattering garbage	\$ 50.00	\$ 100.00
55 a.	Bite, bark at or chase stock, Animals, bicycles, automobiles or other vehicles.	\$ 250.00	\$ 350.00
55 b.	Chase or threaten a person and/or a dog	\$ 200.00	\$ 300.00
55 c.	Cause damage to property or other Animals	\$ 250.00	\$ 350.00
55 d.	Animal cause injury to a persons	\$ 250.00	\$ 350.00
55 e.	Animal Bites/Attacks a person without injury	\$ 350.00	\$ 450.00
55 f.	Animal Bites/Attacks a person causing injury	\$ 750.00	\$ 950.00
55 g.	Animal Bites/Attacks a person causing Severe injury	\$ 1000.00	COURT
55 h.	Animal Bites/Attacks another animal	\$300.00	\$400.00
55 i.	Animal Bites/Attacks another Animal causing injury	\$ 500.00	\$ 700.00
55 j.	Animal Bites/Attacks another animal causing death	\$ 800.00	\$ 1000.00
56	Direct Animal to Attack, chase, harass or threaten a person or Animal	\$ 250.00	\$ 350.00
57	Failure to report Bite	\$ 100.00	\$ 200.00
58 a.	Failure to Obtain an Exotic Animal Permit with the Town	\$ 50.00	\$ 75.00
65	Feed or lure Wildlife	\$ 200.00	\$ 300.00
117 a.	Obstruct or interfere with Officer	\$ 250.00	\$ 350.00
117 b.	Open Municipal Enforcement Vehicle to remove or attempt to remove impounded Animal	\$ 500.00	COURT
117 e.	Refusal to surrender Animal to Officer	\$ 250.00	\$ 350.00
117 f.	Provide false name or licence number of Animal to an Officer	\$ 250.00	\$ 350.00
118	Interfere or obstruct Officer conducting inspection	\$ 300.00	\$ 400.00
119 a.	Untie, loosen or free restrained Animal	\$ 250.00	\$ 350.00
119 b.	Open gate or door allowing Animal to Run at Large	\$ 200.00	\$ 300.00
119 c.	Entice an Animal to Run at Large	\$ 200.00	\$ 300.00
119 d.	Tease an Animal in an enclosed space, including but not limited to, throwing or poking object at animal	\$ 150.00	\$ 250.00

SCHEDULE "C"

NUISANCE & VICIOUS ANIMAL OFFENCE PENALTIES

68	Unlicenced Nuisance Animal	\$ 200.00	\$ 300.00
73	Failure to disclose Nuisance Animal designation when selling, giving away or transferring Animal	\$ 200.00	\$ 300.00
74	Failure to disclose Nuisance Animal designation to person providing temporary care	\$ 200.00	\$ 300.00
76	Failure to comply with a Nuisance Animal condition.	\$ 500.00	\$ 1000.00
83	Unlicenced Vicious Animal	\$ 300.00	\$ 400.00
87	Failure to disclose Vicious Animal designation when selling, giving away or transferring Animal	\$ 500.00	\$ 1000.00
88	Failure to disclose Vicious Animal designation to person providing temporary care	\$ 500.00	\$ 1000.00
93 c.	Failure to keep a Vicious Animal Confined indoors or otherwise properly under control	\$ 700.00	\$ 1200.00
93 e.	Failure to post Vicious Animal sign	\$ 200.00	\$ 300.00
93 f.	Vicious Animal not wearing Tag	\$ 100.00	\$ 200.00
95 d.	Failure to abide by Vicious Animal conditions	\$ 700.00	\$ 1200.00
98. a.	Failure to notify the Town of sale, gift, transfer or death of Vicious Animal	\$ 500.00	\$ 600.00
99 a.	Vicious Animal – chase	\$ 1500	COURT
99 b.	Vicious Animal – injure	COURT	N/A
99 c.	Vicious Animal – bite	COURT	N/A
99 d.	Vicious Animal – attack	COURT	N/A
100	Vicious Animal – damage or destroy property.	\$ 1000.00	\$ 1500.00
101	Vicious Animal – Running at Large	\$ 1500.00	COURT
102	Failure to notify the Town of Vicious Animal Running at Large	\$ 250.00	\$ 500.00
108 b.	Vicious Animal in Off Leash Area	\$ 500.00	\$ 1000.00



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: December 13, 2022
SUBJECT: Bylaw 2022-18 Corporate Services Rates and Fees
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

Council gave second reading to Corporate Services Rates and Fees Bylaw 2022-18 at the November 22, 2022 Regular Council Meeting and referred it to the Strategic Planning Committee for review.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Committee met on November 24, 2022 and discussed the Corporate Service Rates and Fees bylaw and agreed to recommend third reading.

Since that time, Administration met with its service provider for the Point of Sale Machines which is the technology used to accept credit card payments, and given that the regulations around surcharging are so new, they cannot currently accept a surcharge on all credit card payments.

Given this information, the Credit Card surcharge of 1.5% is recommended to be eliminated as outlined in the attachment.

Please find attached Bylaw 2022-18 which includes rates and fees charged for Financial Services, Legislative Services, and Protective Services which are set out in Schedule "A".

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council grant third and final reading to Corporate Services Rates and Fees Bylaw 2022-18.

TOWN OF DIDSBURY
Corporate Services Rates and Fees Bylaw
Bylaw No. 2022-18

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 “Corporate Services Rates and Fees Bylaw”.
2. That the rates specified in the Schedule attached be charged for the goods and services as specified.
3. This bylaw comes into full force and effect upon third reading of the bylaw.
4. The schedules attached to this Bylaw form part of this Bylaw.

5. Paramount Rules

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

6. Transitional

6.1 Upon passing of this Bylaw, Schedule “A” and Schedule “D” of Bylaw 2019-15 are hereby repealed.

Read a first time this 8 day of November 2022

Read a second time this 22 day of November 2022

Read a third and final time this day of

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

SCHEDULE "A"

Administrative Fees	
Description	Rate/Fee
Accounts Receivable Penalties (on outstanding balance)	1.5% per month
Returned Item Fee (payments)	\$30 each
Photo Copy of statutory and general information documents	\$.25 per page +GST
Surcharge on credit card payments	1.5%
Administration fee on Payments made by Credit Card	2.75%
Taxation (GST exempt)	
Tax Certificates	\$35
Property Assessment Appeals	
Residential property 3 or fewer dwellings	\$50
Residential property 4 or more dwellings	\$200
Non-residential property	\$250
Freedom of Information and Protection of Privacy Act (FOIP) Requests	
Initial fee for one-time general information requests	\$25
Continuing requests (processed more than once at pre-determined intervals)	\$50
Additional charges not listed above	As per the FOIP Act
Personal Information requested by applicant – fewer than 40 pages	No charge
Personal Information requested by applicant – exceeds 40 pages	As per the FOIP Act
Fire Services and Response Fees (includes all personnel involved)	
Fire Services fees	As per current Alberta Transportation rates
Expendable/Consumable supplies used in response	Town cost plus 10%
RCMP/Policing Fees	
Police Information Checks	\$40
Police Information Checks – Volunteer	n/c
Fingerprints	\$50
Equipment Rental Rates	
All equipment rentals will be charged at the current rates set out by the Alberta Roadbuilders & Heavy Construction Association (ARHCA – arhca.ab.ca)	



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

MEETING DATE: December 13, 2022
SUBJECT: Bylaw 2022-19 Utility Charges
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

Annually, to coincide with the budgeting process, Administration recommends a review and update of the Utility Charges Bylaw. Ideally, this bylaw will receive three readings prior to year end so that the changes coincide with the fiscal year. However, certain information regarding water rates is currently not available from the Water Commission; therefore, the final reading cannot yet occur.

At the November 22, 2022 Regular Council Meeting, Council granted first reading to Bylaw 2022-19 and referred it to the Strategic Planning Committee for review and recommendation. The Committee met on November 24, 2022 and recommended the Bylaw be returned to Council for second reading.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

While it would be ideal to have the bylaw passed prior to December 31, 2022, the information regarding the water costs will not be available until December 14, 2022. This information will be implemented into the budget and Utility Charges Bylaw and returned to Council at the next Regular Council Meeting for third reading.

Updated Rates will impact the January bills which will be sent to the customers at the beginning of February.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

That Council grant second reading to Utility Charges Bylaw 2022-19 and refer it to the Strategic Planning Committee for review and recommendation.

TOWN OF DIDSBURY
Utility Charges Bylaw
Bylaw No. 2022-19

A BYLAW IN THE TOWN OF DIDSBURY FOR REGULATING AND PROVIDING FOR THE TERMS, CONDITIONS, RATES AND FEES FOR THE SUPPLY AND USE OF WATER, WASTEWATER and SOLID WASTE SERVICES.

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(g) of the *Municipal Government Act* a Council of a municipality may pass bylaws for municipal purposes respecting public utilities; and

WHEREAS, it is deemed just and proper to levy a water service rate on all Persons occupying property connected with the water system of the Town to assist with the costs of constructing and maintaining the system including the cost of treatment and distribution of water; and

WHEREAS, the Town of Didsbury is a member of Mountain View Regional Water Services Commission, a municipally owned corporation which operates the Anthony Henday Regional water system and delivers water to the Town; and

WHEREAS, it is deemed just and proper to levy a wastewater service rate on all Persons occupying property connected with the wastewater system of the Town to assist with the costs of constructing and maintaining the system including the cost of treatment and distribution of wastewater; and

WHEREAS, it is necessary to protect both the systems and the environment; and

WHEREAS, the Town of Didsbury is a member of Mountain View Regional Waste Management Commission, a municipally owned corporation, which operates a regional landfill and receives solid waste from the Town;

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

1. Short Title

This Bylaw shall be known as the “Utilities Charges Bylaw”

2. Definitions

Customer means any person, business and any other municipal corporation, the Government of Alberta or the Government of Canada, who utilizes municipal utility services or any lessee or Occupant, or any person who requests utility services or has applied for an Account or is otherwise responsible for paying such Account for utility services.

Dwelling Unit means a complete building or self-contained portion of a building for the use of one or more individuals living as a single housekeeping unit, containing sleeping, cooking and separate toilet facilities intended as a permanent residence.

Eligible Residence means a residential building, which contains four or less dwelling units.

Fixed means a flat monthly charge, which does not fluctuate month to month.

Variable mean charges that are based on water consumption for the billing period.

3. Paramount Rules

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

4. General Provisions

- 4.1 Utility departments in the Town of Didsbury are self-supported, therefore are not subsidized by property taxes.
- 4.2 For rate accuracy and justification, each utility service (water, wastewater and solid waste), is its own product line and is budgeted for and accounted for separately.
- 4.3 All customers receiving utility services shall pay the utility charges set out in Schedule "A".
- 4.4 Water and Wastewater Infrastructure Fees are fixed and will cover debt coverage and future capital investment.
- 4.5 Water Consumption Charges are variable and will cover the cost of water from the Mountain View Regional Water Services Commission.
- 4.6 Water and Wastewater Distribution Charges are variable and will cover the cost of operations and maintenance associated with the system.
- 4.7 Solid Waste Service Fees cover all costs associated with the solid waste utility.

5. Water and Wastewater Utility Charges:

- 5.1 A water and wastewater Infrastructure Fee will be determined annually based on the customer's connected water meter size **as set out in Schedule "A" of this Bylaw**. ~~once the required data is available to implement. Until such time, a water and wastewater Infrastructure Fee will be determined annually as follows:~~
 - ~~5.1.1 For residential use, infrastructure fees are charged to each dwelling unit, regardless of whether a unit is individually metered.~~
 - ~~5.1.2 For commercial or industrial use, infrastructure fees are charged per metered account.~~
 - ~~5.1.3 For properties deemed to be institutional in nature, infrastructure fees are charged per metered account.~~
- 5.2 In the case of non-use of service(s), each customer shall continue to pay an infrastructure fee as set out in Schedule "A" of this Bylaw.
- 5.3 Consumption and distribution rates will be determined annually in accordance with the annual collective water consumption.
- 5.4 Where the calculation of a utility charge is based on the consumption of water, the quantity used shall be determined from the current and previous water meter readings as recorded by the Town, or if an actual water meter reading is not available, by an estimated consumption based on the previous average consumption of the service.
- 5.5 Where a serviced property is not located in the Town of Didsbury, a security deposit equal to an estimated three months of service must be collected prior to services being provided due to the inability to transfer unpaid accounts to the tax roll.
- 5.6 Where a serviced property is not located in the Town of Didsbury, a surcharge of 35% on all charges will be applied.
- 5.7 If any part of a utility bill remains unpaid after the due date specified on the utility bill, there shall be added thereto a penalty in the amount as set out in Schedule "A" of this bylaw compounded monthly on the charges of the bill.
- 5.8 If payment is not received a) on residential property forty-five (45) days or b) on commercial property thirty (30) days after the due date specified on the utility bill, the water service may be turned off and not turned on until such time as the utility account including arrears and a reconnection fee as specified in Schedule "A" of this bylaw is paid in full.
- 5.9 No reduction in charges shall be made for any interruption in water or wastewater services during a billing period.

- 5.10 Where service to a customer is to be discontinued, a final billing shall be calculated on a pro-rated basis from the date of the last billing to the date of discontinuance.
- 5.11 The Town shall levy utility charges for all customers on a monthly basis.
- 5.12 Any customer to whom utility services have been shut off, shall, upon having paid any utility fees owing, and upon requesting the Town to restore utility services, pay to the Town a non-refundable disconnection fee and reconnection fee as set out in Schedule “A” of this Bylaw.
- 5.13 Any debit or credit adjustments to a customer’s account for utility services will be applied up to a maximum of one year.
- 5.14 The charge for Water and Wastewater Services will apply even where there is no water and/or wastewater being consumed except in the case in which the water meter has not been installed.

6. Utility Services to Tenants

- 6.1 Utility bills shall only be issued to the owners of the property. The owner may request a duplicate copy to be sent to the tenants. Information or account changes regarding the utility account shall be communicated solely with the owner of the property.

7. Solid Waste Service Fees:

- 7.1 The property owner or occupant of a premises receiving Solid Waste Services from the Town is charged a fee as set out in Schedule “A” of this bylaw.
- 7.2 A Solid Waste Service Fee for Residential Garbage (black bin), Residential Recycling (blue bin) and Residential Compost (green bin) collection shall be determined annually.
- 7.3 The service fee shall be charged to each eligible residence receiving the solid waste utility service.
- 7.4 Additional fees for each added black bin, blue bin and green bin will be determined annually. Each additional collection container shall be charged a fee as set out in Schedule “A” of this bylaw.
 - 7.4.1 Thirty (30) days’ notice is required when additional collection containers are added or removed.
- 7.5 The charge for Solid Waste Services will apply even where there is no Solid Waste set out for collection, except in the case in which occupancy has not been granted.
- 7.6 An administrative fee for any change of service will be charged as set out in Schedule “A” of this bylaw.

8. Transitional

- 8.1 All versions Utility Charges Bylaw 2022-02 are hereby repealed.
- 8.2 That this Bylaw shall take effect on January 1, 2023.

Read a first time this day of 2022

Read a second time this this day of 2022

Read a third and final time this 2 this day of 2022

Mayor – Rhonda Hunter

Chief Administrative Officer – Ethan Gorner

SCHEDULE "A"
(GST exempt, unless otherwise stated)

Residential Solid Waste Service Charges

	Current 2022 Rate	Proposed 2023	
Solid Waste Service Fee	\$ 19.00	20.90	per month
Additional Black Bin Service (garbage)	\$ 7.00	7.00	per month
Additional Blue Bin Service (recycling)	\$ 4.00	4.60	per month
Additional Green Bin Service (compost)	\$ 3.00	3.15	per month
Replacement Bin (plus GST)	\$ 80.00	80.00	each
Change of Service Fee (plus GST)	\$ 35.00	35.00	per change

Water Service Charges

Bulk Water Charge – Local on Account	\$ 7.00	6.00	per m ³
Bulk Water Charge – Non-Local on Account and Coin Purchase	n/a	8.10	per m ³
Infrastructure Fee – Residential	\$ 17.52	n/a	per month
Infrastructure Fee – Commercial/Industrial	\$ 17.52	n/a	per month
Infrastructure Fee – Institutional	\$ 270.00	n/a	per month
Infrastructure Fee – connections with meters 1" and less	n/a	16.86	per month
Infrastructure Fee – connections with meters from 1 ¼" to 2"	n/a	67.45	per month
Infrastructure Fee – connections with meters 3" to 4"	n/a	151.75	per month
Water Consumption Rate	\$ 2.62	3.08	per m ³
Water Distribution Rate	\$ 1.20	1.44	per m ³
Water meter testing deposit	\$ 200.00	200.00	Each
Water disconnect/re-connect fee	\$ 100.00	100.00	Each
Water Meter Sales – all sizes (plus GST)			Cost plus 10%

Wastewater Service Charges

Infrastructure Fee – Residential	\$ 8.50	n/a	per month
Infrastructure Fee – Commercial/Industrial	\$ 8.50	n/a	per month
Infrastructure Fee – Institutional	\$ 130.00	n/a	per month
Infrastructure Fee – connections with meters 1" and under	n/a	8.31	per month
Infrastructure Fee – connections with meters from 1 ¼" to 2"	n/a	33.24	per month
Infrastructure Fee – connections with meters 3" and over	n/a	74.78	per month
Wastewater Distribution Rate	\$ 1.20	1.47	per m ³
Wastewater Distribution Rate – users without water service	\$ 20.41	23.62	per month

Miscellaneous Charges (charged to each account)

Utility Penalties on overdue balances	1.5%		per month
Printed Utility Bill (no charge for emailed bill)	\$ n/a	2.00	per month
Non-Resident Account Deposit	\$ 200.00		each
Non-Resident surcharge			35%



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: December 13, 2022
SUBJECT: Write Off of Uncollectible Account
ORIGINATING DEPARTMENT: Corporate Services

BACKGROUND/PROPOSAL:

Town of Didsbury Policy FIN 005 – Accounts Receivable, states that the write off of tax accounts receivable of any value requires approval of Council.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

There is currently one tax roll pertaining to provincially owned buildings which is deemed to be uncollectible. Per the provincial budget, the Province only pays 50% of Grants in Place of Taxes. The remaining amount is uncollectible and therefore should be written off. The total value of provincial taxes for the 2022 year was \$11,875.80. The Town recently received a 50% payment of \$5,937.90.

Administration recommends that Council write off the remaining balance of \$5,937.90 to bad debt expense, and it would become an expense in the current year.

ALIGNMENT WITH STRATEGIC PLAN

1. Economic Prosperity

RECOMMENDATION

To authorize the write off of the outstanding tax receivable balance for Roll #1398000 totalling \$5,937.90.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: December 13, 2022
SUBJECT: Water Loss Reduction Investigation Update
ORIGINATING DEPARTMENT: Engineering & Infrastructure

BACKGROUND/PROPOSAL:

Council supported two motions to investigate water loss reduction from the distribution network.

Resolution 156-22 to bring back options for addressing water loss in the community.

Resolution 234-22 to look at regional solutions for water loss with the Mountain View Regional Water Services Commission and other municipalities.

The following is a summary of initiatives and actions in 2022.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The department had an informal discussion regarding a municipal water loss reduction partnership with the Commission's Administrator at the Mountain View Regional Water Services Commission's Annual General Meeting. The Administrator indicated that other municipalities have approached the Commission with similar concepts over the years; however, the cost to provide the service has historically been unsatisfactory to the majority of Commission board members.

The department has reached out to all regional municipalities to gauge interest in exploring a regional initiative to reduce network water losses. Discussions will continue into the New Year.

Concurrently, the department engaged a leak detection consultant and requested an investigation of high priority infrastructure and areas of interest. Monitoring of the network was conducted from June to September. The consultant used two acoustic techniques: ground microphones and correlators (data loggers).

The consultant conducted observations at each fire hydrant and the isolation valve. Several hydrants were noted to have concerns and the department is following up with additional investigation processes to confirm the scope of work. The department also identified a number of hydrant valves, which were not completely closed. The hydrants were fully exercised then closed with no further leaks noted. The department has modified standard operating procedures to mitigate the risk of unseated valves.

Along with hydrants, the consultant observed mainline valves on 23 Avenue, 22 Avenue, and 21 Avenue east of 19 Street. The data did not support the presence of any leaks. Westwood Drive was investigated but resulted in inconclusive data.

Several factors affect the results of acoustic techniques. The type of soil, traffic, weather, pipe size, pressure, and usage each influence the data. Another large factor is the pipe material. For example, ductile iron pipe networks conduct sound more effectively than the concrete pipes. The Town's network is predominantly concrete. Although the network is not ideal for this method, acoustic techniques are an



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: *The Place to Grow.*

Mission: *Creating the Place to Grow.*

important component of a water loss reduction program.

Next Steps:

As the department prepares for 2023, we plan to conduct an invasive investigation on Westwood Drive. The additional investigation will be done by installing groundwater monitoring wells adjacent to the potable water line and at strategic locations. The monitoring wells will allow the department to draw water to the surface for testing. If we identify the presence of chlorine, there is a high probability of a leak in the vicinity and further investigation would ensue.

The well installation and monitoring program will work in concert with an annual acoustic monitoring program.

ALIGNMENT WITH STRATEGIC PLAN

3. Infrastructure & Asset Management

RECOMMENDATION

Council accept the water loss reduction investigation update as information.



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: December 13, 2022
SUBJECT: Recycling Survey for Mountain View Regional Waste Management Commission
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

The Mountain View Regional Waste Management Commission (MVRWMC) Board is asking member communities to provide some feedback on the Commission's role in supporting/managing recycling services.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Each municipality would be free to determine their own service levels for municipal collection through existing blue-box programs.

This survey is not binding on any stakeholders; however, the Board will debate the appropriate level of service based on member input. Any changes to services for the 2023 budget year, and any changes to municipal fees, would be subject to approval by the Commission Board and also approval at the municipal level.

Please find attached a letter requesting input from Commission members on the current level of service for recycling.

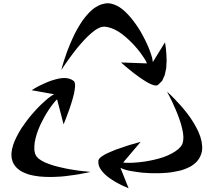
Council will consider the survey feedback they would like provided to the Commission on behalf of the Town of Didsbury.

ALIGNMENT WITH STRATEGIC PLAN

3. Infrastructure & Asset Management

RECOMMENDATION

That Council approve the participation in the Recycling Survey for the Mountain View Regional Waste Management Commission, as discussed.



November 21st, 2022

Delivered via email

Attention: Member CAO's

Re: Mountain View Regional Waste Management Commission – Recycling Services Survey

The Board of Mountain View Regional Waste Management Commission (the "Commission" or "MVRWMC") has directed Commission Administration to solicit input from member communities regarding the current level of service of recycling within the MVRWMC service area.

The following letter will outline the current contractual requirements, typical costs, and utilization of the recycling services for 2021 and 2022, and discussion of potential alternative service arrangements. Following review of the information, MVRWMC will be asking member communities to provide input on their communities preferred service level.

Background Information:

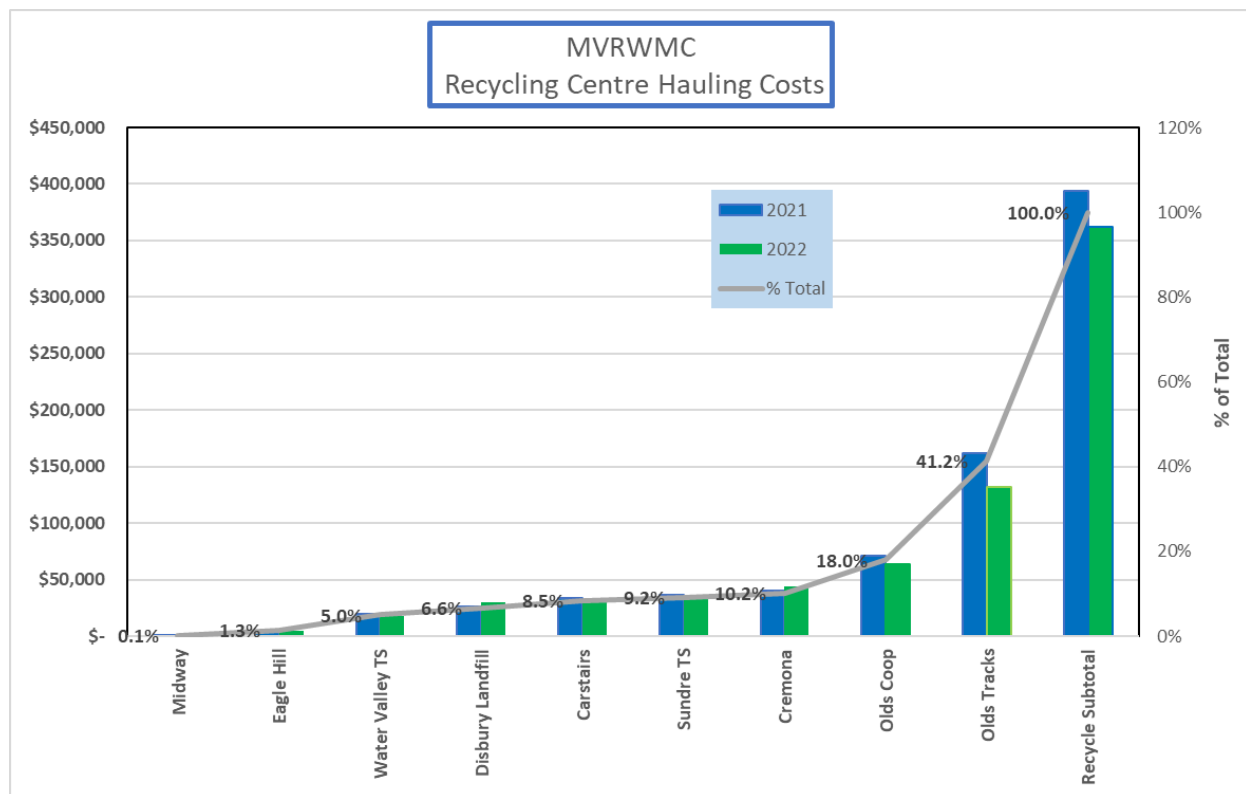
The Commission currently has Waste Services Agreements with each member community outlining the roles and responsibilities of each partner. With respect to recycling, Section D states ***"The Commission will oversee operations regarding Waste recycling and Waste diversion at each of the Waste Transfer Stations and the Recycling Centres within the boundaries of the members of the Commission."*** The Recycling Centers are defined in Article 1.1, clause (q) whereas ***"Recycling Centres means a site manned or unmanned that collects Waste for the future purpose of Waste diversion or recycling."*** The Commission's role in managing these sites is limited to managing the hauling contract with E360S Environmental Solutions Ltd.

The current contract with E360S and the Commission commenced on October 19th, 2021 and expires on December 31st, 2024, subject to a renewal term for an additional two years at the Commission's sole discretion. In addition to the contract hauling component, E360S is also responsible for supply and maintenance of recycling bins at each of the identified recycling centres. The Commission under the terms of the contract maintains the right to add or delete additional recycling stations without penalty.

Recycling Centre Costs - 2021

Recycling represents one of three business units operated by the Commission, along with operation of the landfill and transfer stations. Annual operating expenses for the recycling business unit are roughly \$560,000 or 18% of the forecast annual operating expense of \$3.13 million. For 2023, the municipal fee for service for recycling is \$14.21 which accounts for over 52% of the total municipal fee.

On an annual basis, the most significant cost to the Commission is related to contract hauling services totalling over \$390,000 per year, or 12% of the total annual operating costs. Currently, the Commission operates a total of eight recycling centres with costs for 2021 and 2022 year-to-date are outlined on the following graph:



Effectiveness of Recycling Program

The Commission's current contract with E360 transfers "ownership" of the recycled materials to E360 as soon as they tip the bins. With the increasing costs of recycle processing, and weak markets for processed materials, most recycling contracts today include a tipping fee plus a tonnage fee to compensate the contractor for the true costs of recycling. In both cases, the contractor does not typically have an explicit requirement to ensure that products collected in the blue-box programs (and recycling centres) are in fact recycled. In addition to the poor market conditions, the fact that the recycle centres are unmanned greatly increases the likelihood of highly contaminated bins. As a result, an increasingly large amount of recycling is often disposed of at a landfill (not necessarily just the Didsbury landfill).

On many occasions, MVRMWC staff have witnessed sorted recyclables being disposed of as waste in the landfill. This occurs everywhere as the lack of markets renders much of the sorted materials as waste. Contractors simply dispose of the products at the lowest possible net cost. However, for Commission members, the cost of "recycling" can be over \$500 per tonne compared to waste disposal costs of \$100 per tonne. If municipalities include a requirement for recyclables to be recycled, the hauling/processing fees will be prohibitively high as the contractors seek to cover their costs and transfer business risk to their clients.

Level of Service Options:

With all municipalities looking to reduce costs in the current inflationary environment, the Commission is looking for feedback on what level of service members support. The following alternative service levels are presented for discussion:

1. Maintain Current Service Levels

The Commission is prepared to maintain the current service level, which is limited to overseeing the hauling contract. Program costs would remain, however with potential changes to municipal blue-box programs, the Commission's sites may result in more tipping fees if people re-direct recyclables to the Commission's facilities.

2. Reduce Service Levels to Transfer Stations and Landfill Only

The Commission could maintain recycle services at the three regional sites (i.e., Didsbury Landfill, and the Water Valley and Sundre transfer stations only). This would lead to a reduction in operating costs of up to \$311,000 by terminating recycling services in Cremona, Carstairs, Mountain View County sites (Midway and Eagle Hill) and Olds. Suspending services in the municipal regions will likely result in increased blue-box use, and therefore net costs may increase at the municipal level.

Under this scenario, increased utilization of the regional sites would likely come with an increase in hauling fees. This option would provide access to recycling services for residents who remain committed to recycling, despite the less-than-ideal diversion rates of these products from the landfill.

3. Close All Recycle Collection Sites

The Commission could propose to eliminate its role in the current recycling centres. This would effectively reduce the annual municipal fee for service to \$2.63 compared to the current fees of \$14.21 per capita. Local municipalities could elect to extend recycle services at existing locations, however all costs and contract management would not be managed by the Commission.

The following table outlines the cost difference per member to either maintain current service levels compared to cancelling the Commission operated recycling sites in its entirety.

	Estimated Annual Recycling Centre Costs (per capita basis)						Total
	Olds	Sundre	Cremona	Didsbury	Carstairs	MV County	
Maintain Recycle Centers	\$ 130,831	\$ 37,961	\$ 6,208	\$ 72,029	\$ 69,585	\$ 184,419	\$ 501,032
Close Recycle Centers	\$ 24,202	\$ 7,022	\$ 1,148	\$ 13,325	\$ 12,873	\$ 34,116	\$ 92,686
Annual variance	\$ 106,629	\$ 30,939	\$ 5,060	\$ 58,704	\$ 56,712	\$ 150,303	\$ 408,346

Response from member CAO's and staff would be appreciated by December 6th, 2022. Responses can be sent via email by selecting the box below and emailing a copy to my attention.

The Municipality of _____ supports the following recycling service level.

☐ Maintain Current Service Level ☐ Regional Recycling Sites ☐ Close all Recycling Sites

The MVRWMC Board will review the responses at the upcoming regular board meeting scheduled for December 12th, 2022. Based on the member input, the Commission would then provide each member with revised Waste and Membership Agreements to be presented to each municipality's council.

If you have any questions, please give me a call or email.

Sincerely,

MOUNTAIN VIEW REGIONAL WASTE MANAGEMENT COMMISSION



Michael Wuetherick, P.Eng.
Chief Administration Officer



REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: December 13, 2022
SUBJECT: Fire Calls to Emergency Medical Services (EMS)
ORIGINATING DEPARTMENT: Legislative Services

BACKGROUND/PROPOSAL:

Council had previously requested Administration to report back on any information that the Didsbury Fire Department has regarding medical calls when an ambulance is not available, along with the additional costs associated with responding to such calls.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council was provided this information in the CAO Report on October 11, 2022. This report is now being included as a business item for Council's consideration.

Attached is the Report on Fire Calls to Emergency Medical Services.

ALIGNMENT WITH STRATEGIC PLAN

4. Healthy Active Living

RECOMMENDATION

That Council accept the Report on Fire Calls to Emergency Medical Services as information.

At the April 12, 2022 RCM, Council requested Administration prepare a report regarding Didsbury Fire Department's response to medical calls when ambulance is not available, along with the associated costs for responding. Below is a summary of information for the years 2020-2022.

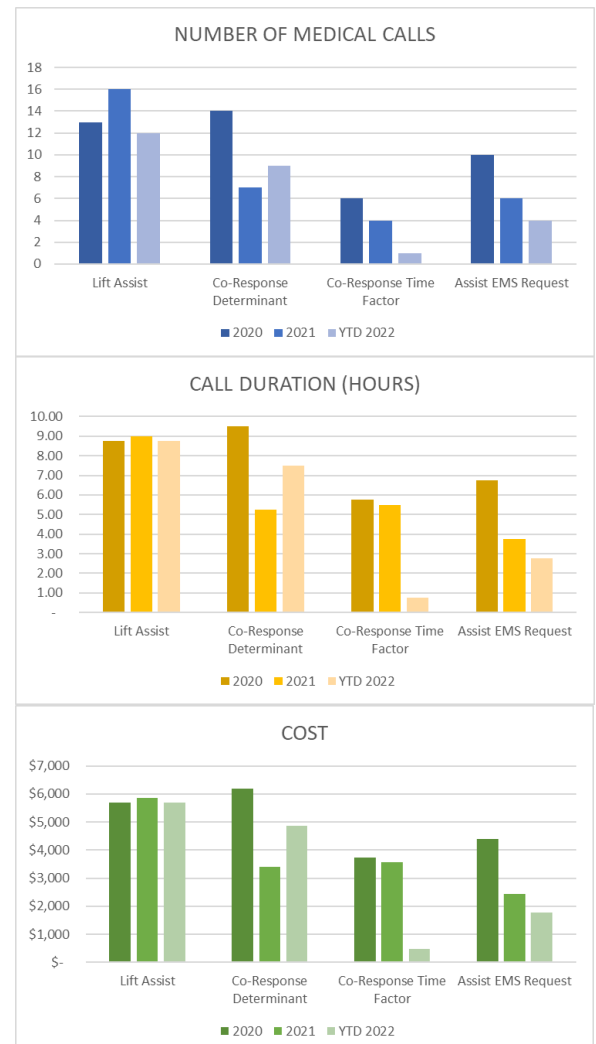
Lift Assist - EMS requests Fire to help load/package the patient. This could be due to size of the patient or where they might be located (i.e. between toilet and wall).

Co-Response Determinant - Fire is dispatched automatically, regardless of where AHS is coming from. These are the more serious, imminently life threatening calls. For example, cardiac or respiratory arrests.

Co-Response Time Factor - Fire is dispatched as a first response due to AHS having a greater than 15 min response time. These calls are also based on the call determinants (type & severity) of the call, so we don't respond to all calls where the ambulance has to travel greater than 15 minutes. These would be the calls where the ambulance is not available and the fire department is called as back up.

Assist EMS Request - Fire is dispatched at the request of the AHS crew. It could be because they are on scene and have determined they need the extra hands/help clinically, or they see something in their call details that will trigger them to get us responding; either as a first response or as a co-response.

MEDICAL RESPONSE CALLS by DIDSBURY FIRE DEPARTMENT			
For the YEARS 2020, 2021 and 2022 YTD			
	2020	2021	YTD 2022
TOTAL CALLS	233	246	175
MEDICAL CALL OUTS	43	33	26
% of Calls that are MEDICAL	18%	13%	15%
	2020	2021	YTD 2022
Number of CALLS			
Lift Assist	13	16	12
Co-Response Determinant	14	7	9
Co-Response Time Factor	6	4	1
Assist EMS Request	10	6	4
TOTAL # CALLS	43	33	26
	2020	2021	YTD 2022
Total Call Duration (HOURS)			
Lift Assist	8.75	9.00	8.75
Co-Response Determinant	9.50	5.25	7.50
Co-Response Time Factor	5.75	5.50	0.75
Assist EMS Request	6.75	3.75	2.75
TOTAL HOURS	30.75	23.50	19.75
	2020	2021	YTD 2022
Total COST*			
Lift Assist	\$ 5,688	\$ 5,850	\$ 5,688
Co-Response Determinant	\$ 6,175	\$ 3,413	\$ 4,875
Co-Response Time Factor	\$ 3,738	\$ 3,575	\$ 488
Assist EMS Request	\$ 4,388	\$ 2,438	\$ 1,788
TOTAL HOURS	\$ 19,988	\$ 15,275	\$ 12,838
* value based on AB Transportation Emergency Vehicle Charge Out Rate			





REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

MEETING DATE: December 13, 2022
SUBJECT: Winner of the Council Christmas Card Design Contest
ORIGINATING DEPARTMENT: Office of the Mayor

BACKGROUND/PROPOSAL:

The Town of Didsbury Council held a Town Council Christmas Card Design Contest for the 2022 Christmas Card.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The contest was open for all ages and skill levels. Council looked for festive and creative drawings that incorporate the holidays and Didsbury.

Submissions were to be received by Friday, December 9, 2022 and the winning submission will be chosen at the December 13, 2022 Regular Council Meeting.

Please see attached submissions.

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council award's _____ entry as the winning submission for the Town Council Christmas Card Design Contest.



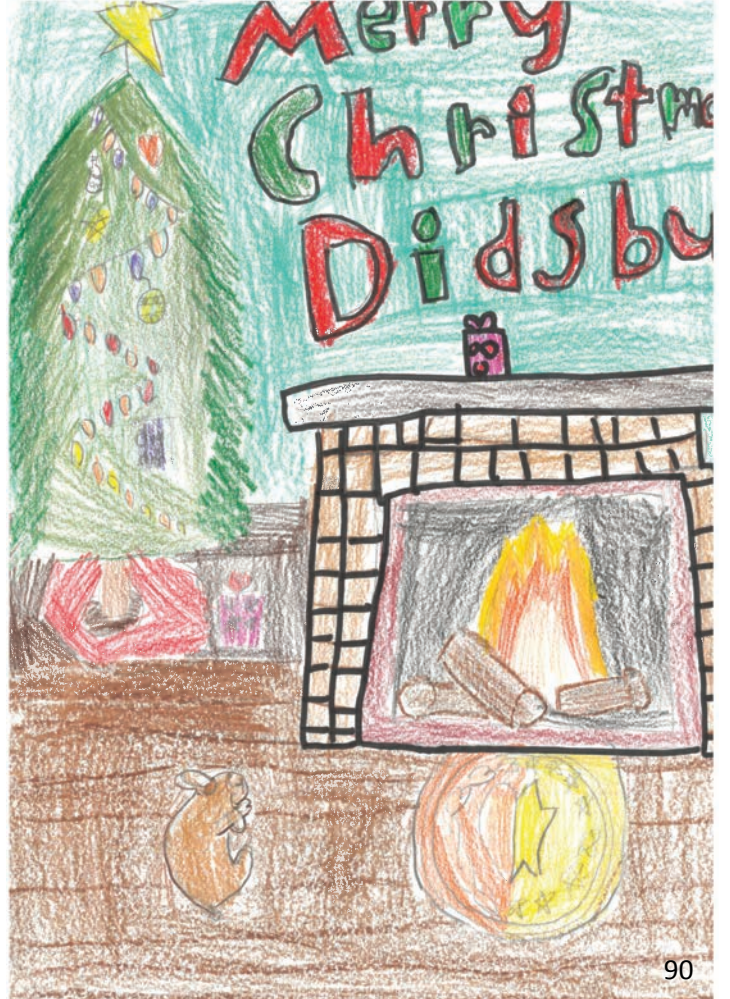
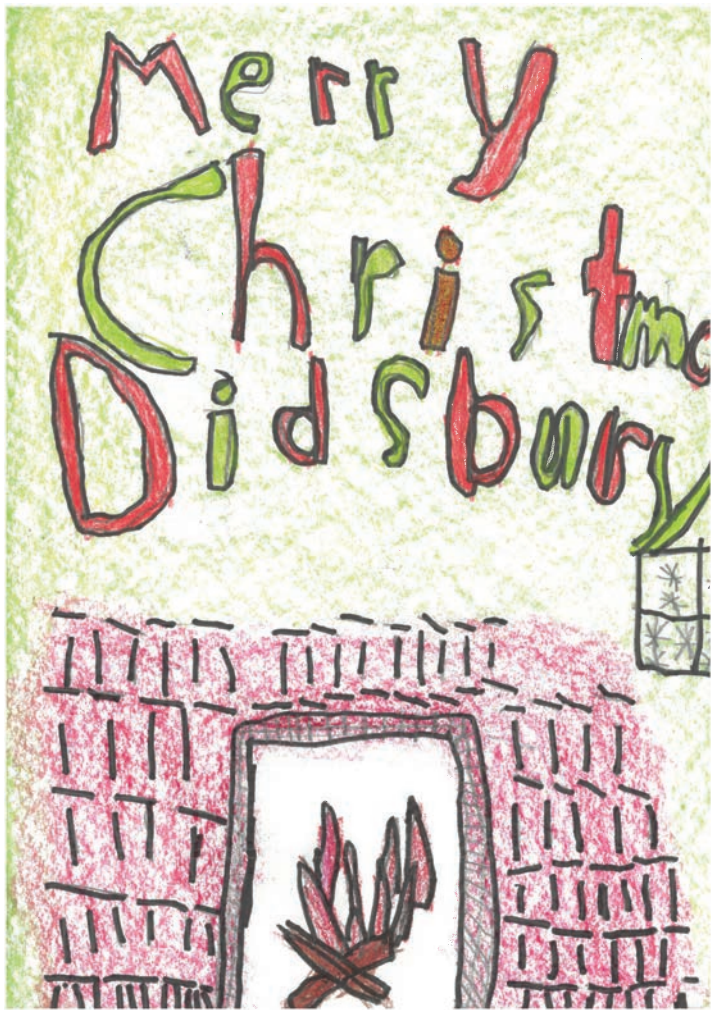
By: Sharya Collinge
Age: 7

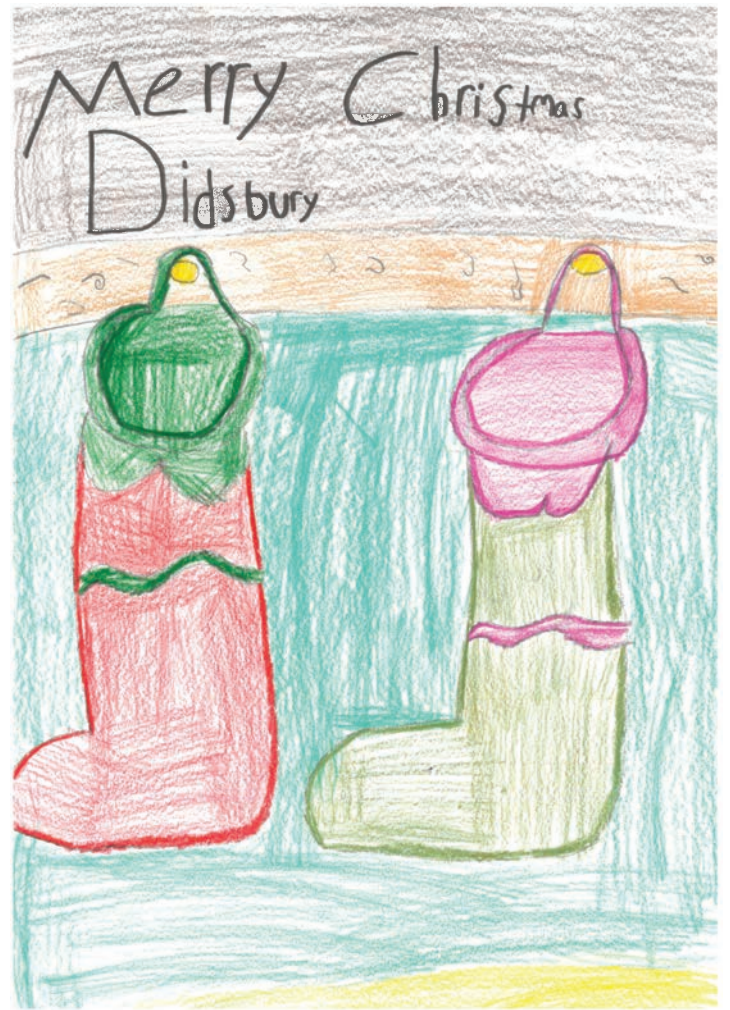




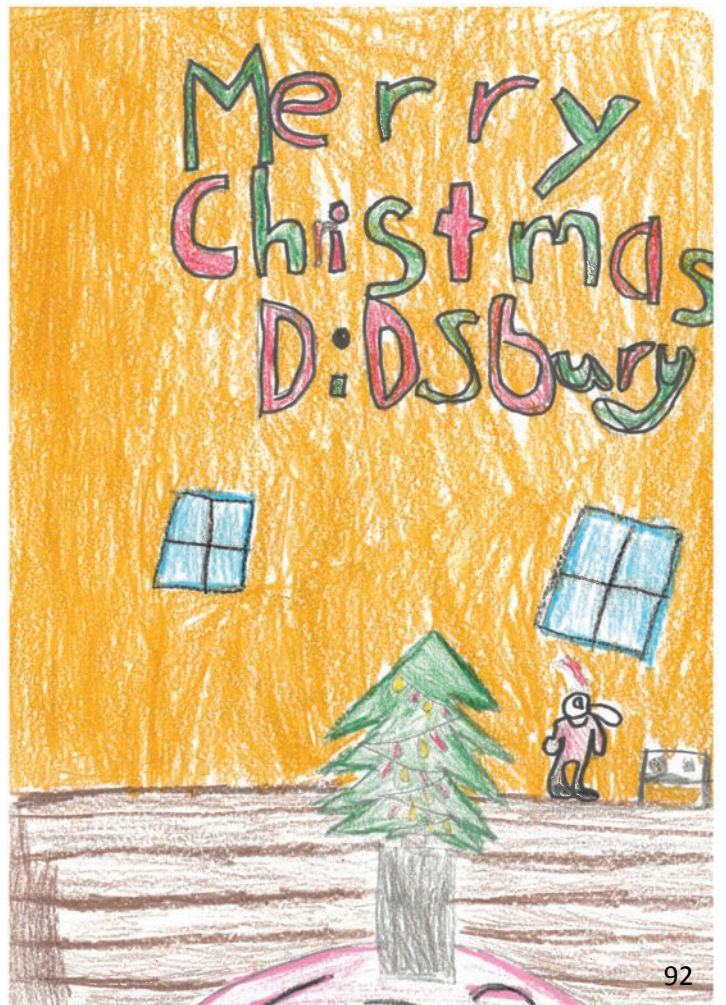
Merry Christmas Didsbury

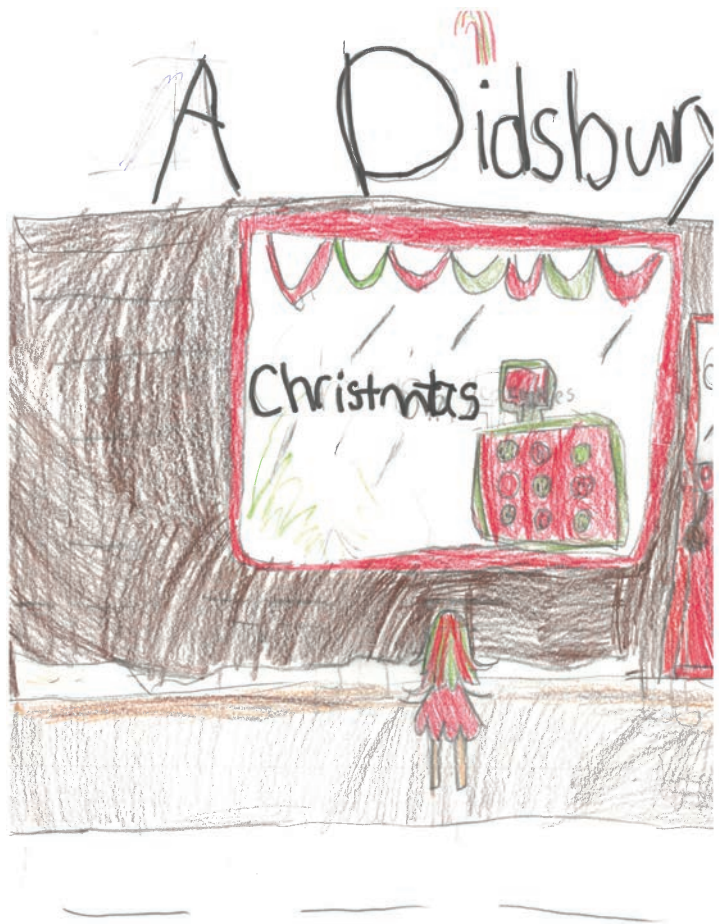




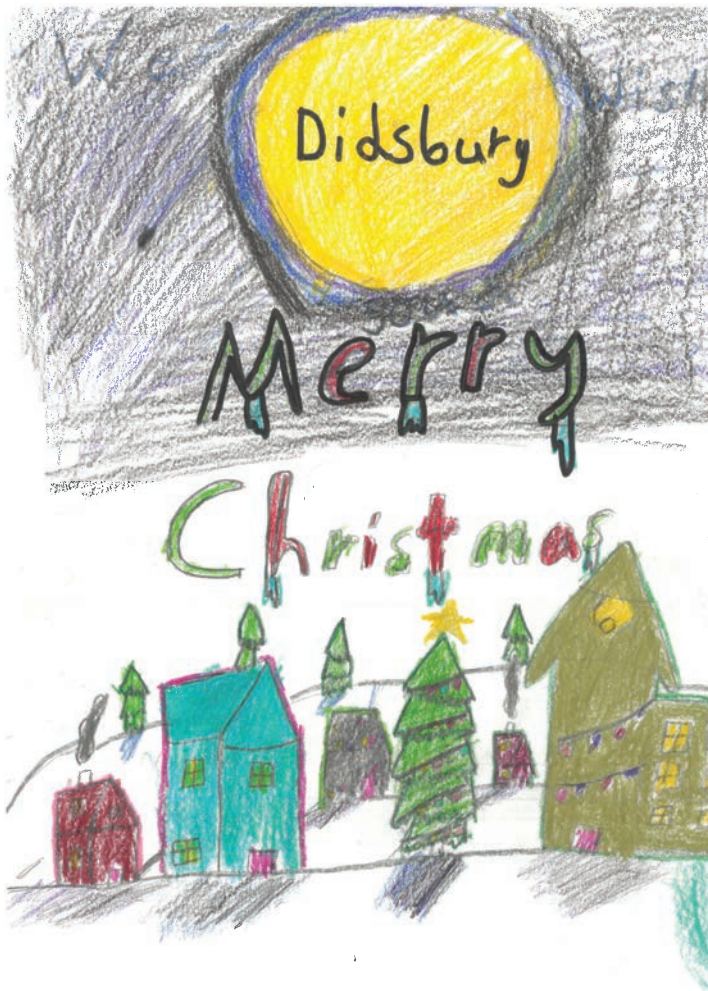


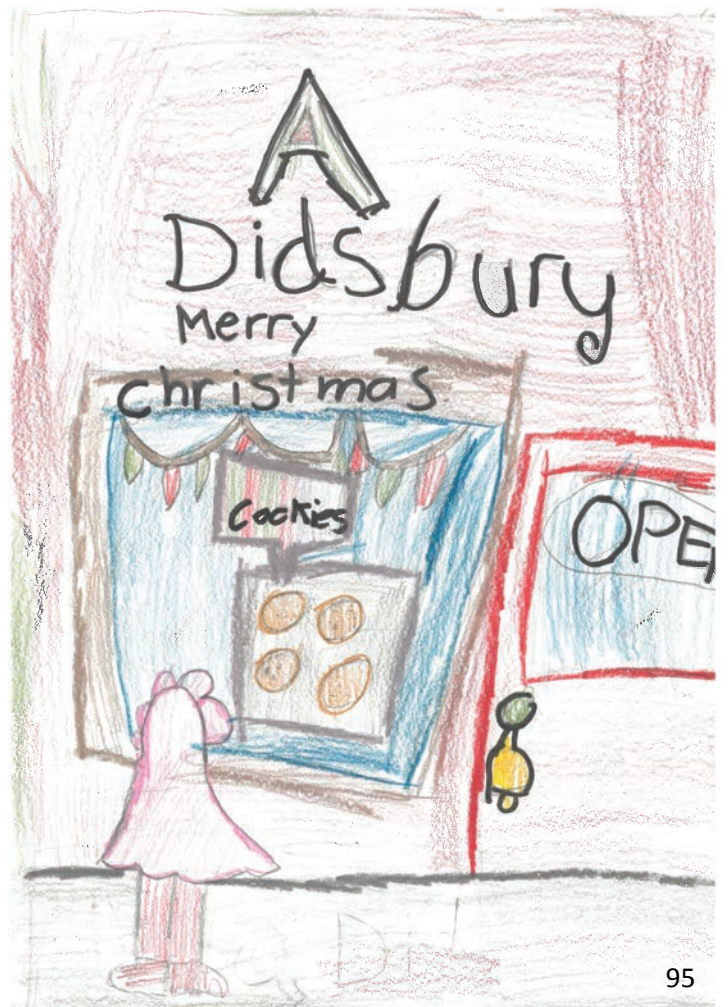
A Didsbury Christmas

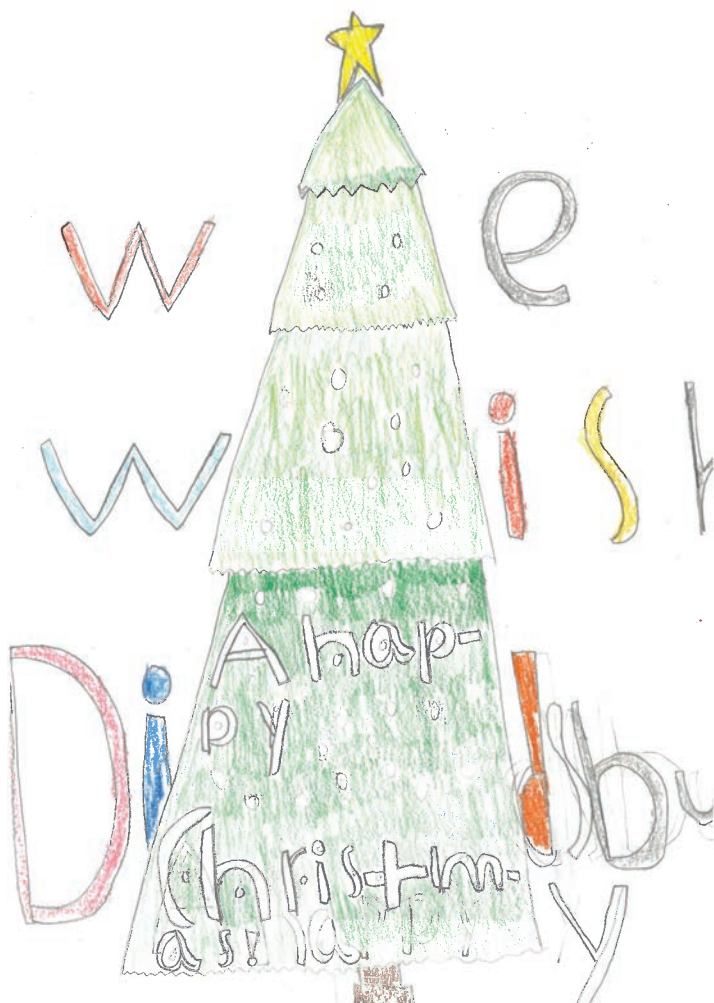
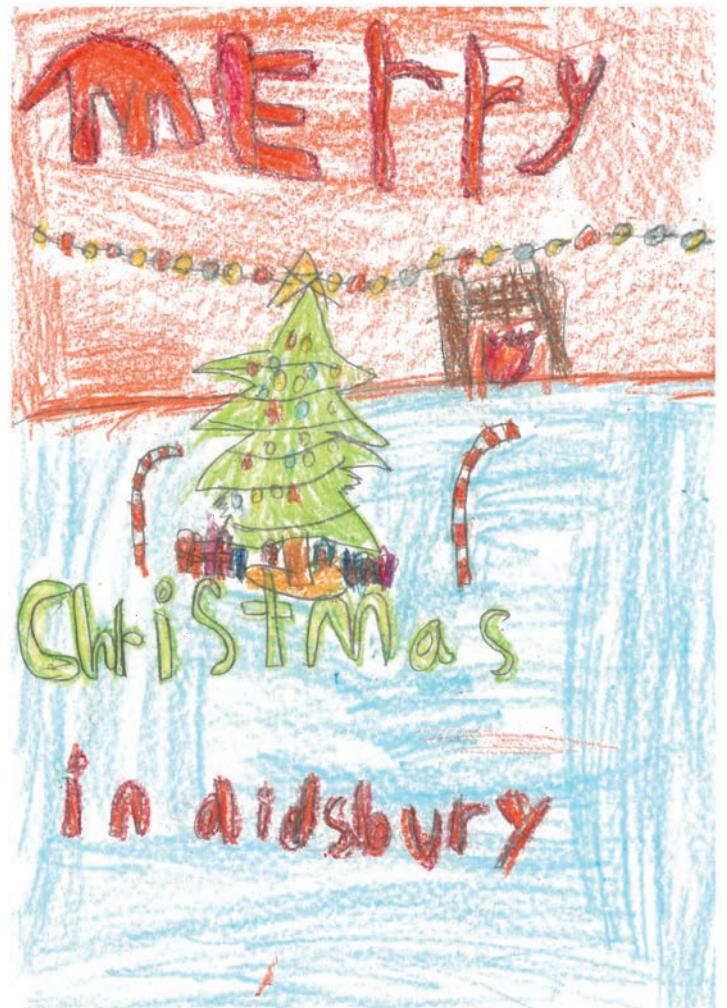




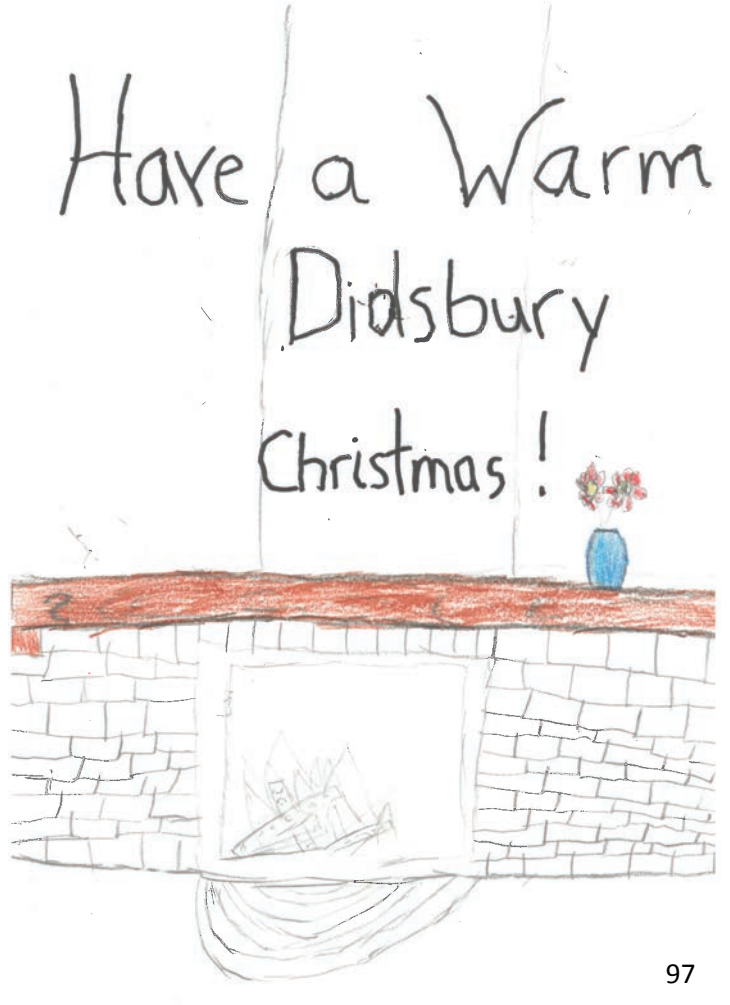
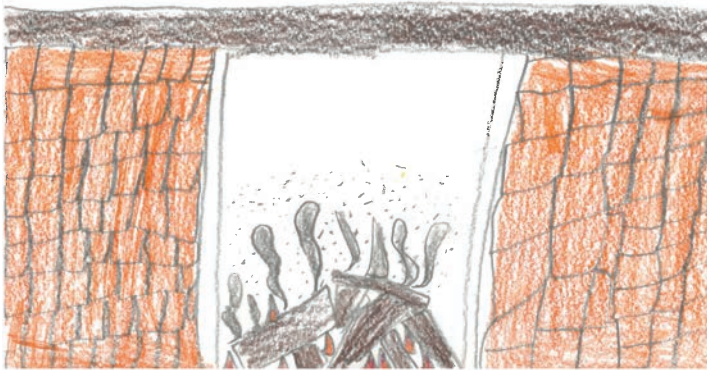
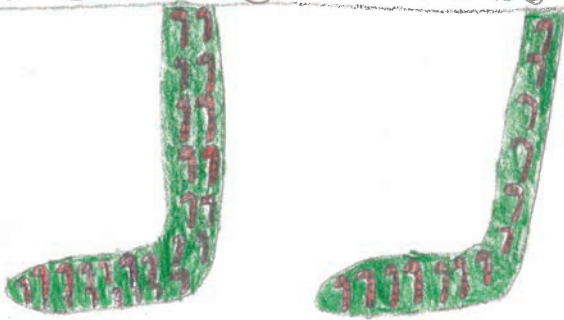
A Didsbury christmas







Merry Christmas Didsbury



Merry
Christmas









REGULAR COUNCIL MEETING Request for Decision (RFD)

Vision: The Place to Grow.

Mission: Creating the Place to Grow.

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

BACKGROUND/PROPOSAL:

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

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Please find attached:

- Town of Fox Creek - Letter to Minister of Justice regarding Victim Services
- Parkland Regional Library System - Approved 2023 Budget
- Town of Ponoka - Letter to Minister of Health regarding Volunteer Fire Departments
- Alberta Municipal Affairs Minister approval of 2023/24 Municipal Internship ACP Grant
- Minister of Public Safety and Emergency Services - Victim Services

ALIGNMENT WITH STRATEGIC PLAN

2. An Informed & Engaged Community

RECOMMENDATION

That Council accept the correspondence items presented as information.



October 19, 2022

The Honorable Tyler Shandro
Minister of Justice and Solicitor General, Deputy House Leader
Office of the Minister
204 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6
ministryofjustice@gov.ab.ca

RE: Victim Services Redesign

Dear Minister Shandro,

The Town of Fox Creek has recently become aware of the proposed Victim Services Redesign and is greatly concerned about the negative impacts it would have on our community. Losing the incredibly valuable service the Victim Services Unit provides our residents to a centralized area, would prove to be detrimental.

We realize efforts and resources were put into the MLA review; however, we strongly believe conversations and discussions should have been held with municipalities and Victim Services Units while putting this plan together. Municipal consultation should have been considered an integral component of a redesign.

Potential negative effects could leave our community and its people without the much-needed resources and support the Victim Services Unit provides. In rural Alberta, Victim Services Staff are as critical as First Responders and their ground zero efforts are invaluable. The proposed areas in the redesign are incredibly large, we are very concerned about where our services would be provided from, and the amount of time victims would have to wait to receive such valuable services. We have been made aware that it is being proposed to replace 17 police-based Victim Services Units in Western Alberta with one board that will more than likely be based in an Urban Center. Once again, Rural Albertans will be the one's to suffer from the decisions made by the Government. Rural Alberta has different needs than urban centers, one's that often do not go hand in hand with the needs of our urban neighbours. We firmly believe that these needs should be addressed in the proposed redesign.

We have also been informed that in the proposal is the loss of support for non-criminal trauma. Victim Services Units work closely and collaboratively with local RCMP to handle any trauma that requires support. Not all trauma involves a criminal nature, and often these traumas are felt throughout a close-knit community. We are a small community, one where people know each other, look out for each other, and support each other. I am sure you can imagine how a tragedy can very quickly touch the lives of many in Rural Alberta. In a community that has lost many of its previously supported programs, having the support of the Victim Services Unit is more valuable now than ever and once again, the loss of this support or change of how the support is being offered will have huge negative impacts.

Our Victim Services Unit is a non-profit unit serving victims of trauma by offering information and referrals to agencies or programs and helping with court preparation. Our advocates are volunteers having experience in dealing with trauma, shock and unexpected loss, who, in the middle of the night, get up to deal with people at the worst time in their lives who need support immediately. The people offering these supports are local. They are part of the fabric that makes up the Community that we love and the ones that support us in times of need. Centralizing these services means we lose the people who know the ins and outs of how Rural Alberta Works, the people who spend time caring about their neighbours, and dedicate countless hours to keeping them safe, checking in on them and being the olive branch they need.

Our Victim Services Unit has not received any funding increases since 2008 yet have still managed to fully service and support victims of crime. Additional fundraising is done throughout the year to support victims of non-criminal trauma to fill the void in our communities and now this would end under the proposed redesign.

The Town of Fox Creek agrees with Woodlands County's suggestion of looking at a Crown model (Alberta Crown prosecution office zones). This would increase the areas of service, but not as drastically as the current proposal and we believe these smaller areas could be managed more effectively allowing rural communities' voices to be heard and considered.

We sincerely hope that the province delays moving forward with the current redesign proposal and stops to consult with the municipalities and current Victim Services Units. This is an opportunity to build and create a better plan that will benefit all Albertans and Victim Services Units throughout the Province.

Sincerely,



Sheila Gilmour

Mayor

sheila@foxcreek.ca

cc: The Honourable Danielle Smith, Premier of Alberta
Arnold Viersen, MP, Peace River – Westlock
Todd Loewen, MLA, Central Peace – Notley
Alberta Municipalities Members
Tina Prodaniuk, Program Manager - Eagle Tower Victim Services

Parkland Regional Library System Budget 2023 Approved

Good afternoon,

As part of the annual approval process, Parkland Regional Library System's budget must be approved by 2/3 of the member municipalities representing 2/3 of the member population. This process is rooted in Parkland's membership agreement.

We are writing to inform you that as of November 17th, Parkland's budget has been approved by 77% of the municipalities representing 71% of the population.

If you would like more information, please let me know.

The Parkland Board thanks all municipalities for their continued support.

Kara Hamilton, APC

Office Administrator

Parkland Regional Library System | 4565 46 Street Lacombe AB T4L 0K2
403.782.3850 ext 232 | 1.800.567.9024 ext 232 | prl.ab.ca

Strong Libraries, Strong Communities



November 23, 2022

Honourable Jason Copping
Minister of Health
432 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6
health.minister@gov.ab.ca

Dear Minister Copping:

I am writing to you on behalf of our Ponoka Volunteer Fire Department. Actually, I think I could be writing on behalf of most volunteer fire departments in rural Alberta. However, right now I am very concerned for the volunteer fire fighters of my community who bravely step forward and protect us all.

My main concern is with the current state that we find our ambulance service in. This is something that isn't new. It has been brewing for a number of years now and I believe we are about to hit critical mass, which means we are not too far away from doing far more damage to all of our emergency services, simply because we cannot collectively get a handle on how to manage this situation.

On November 21, 2022, we had an incident in the Town of Ponoka, where a pedestrian was hit on one of our roads by a motor vehicle. The first responders on the scene were our volunteer fire fighters. They had an ambulance dispatched from Bashaw which is about 30 minutes away. Ten minutes after the dispatch it was rerouted to Red Deer. By this time the next dispatched ambulance was to come from Leduc, 42 minutes away. In the meantime, the patient was seizing and his heartbeat had dropped to 28 beats per minute. At that time rather than continue to wait for an ambulance and lose the patient, our firefighters made the decision to pack him into the box of one of their pickups, and with a police escort got him to our local hospital. This is a summation of the report I read, and the complete absurdity of this situation I find astounding.

Two months prior, on September 21, 2022, we had a shooting in our downtown. Once again, our volunteer fire fighters were first on the scene because an ambulance had to be dispatched out of Red Deer, about 45 minutes away. In the meantime, our volunteer fire department bandaged and stabilized the victim, and some of the members learned how to deal with a person who had their ear shot off.

Follow Town of Ponoka online at:
www.ponoka.ca

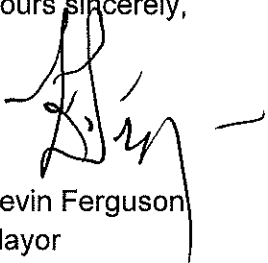


Town of Ponoka
200, 5604 – 50 Street
Ponoka, AB T4J 1G5
Main: 403-783-4431
Fax: 403-783-6745

In the last year our volunteer fire department has been the first to arrive on the scene of a medical event 18 times. They do this for the love of their community, and are not being paid-----I would say for them money is not the issue. What is the issue is that after they have been faced with the trauma of a catastrophic medical event, they then have to go back to their real jobs the following day. So I put it to you, that while we are trying to somehow figure our way around this ambulance crisis, we are doing it on the backs of our rural volunteer fire fighters. I represent a rural municipality, and I am telling you what I see is that my friends, neighbours, and fellow citizens are being put at risk on a daily basis because we can't figure this ambulance thing out.

We are running out of time and something needs to be done not only for our cities, but for our rural communities too.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Kevin Ferguson', with a horizontal line extending to the right.

Kevin Ferguson
Mayor

c: Premier Danielle Smith
Rachel Notley, Leader of the Opposition
Ron Orr, MLA – Lacombe/Ponoka
Mayors – Alberta Municipalities
Reeve Paul McLauchlin, Ponoka County
Donna Noble, Protective Services Coordinator – Ponoka County



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Calgary-Shaw

AR110062

November 21, 2022

Mayor Rhonda Hunter
Town of Didsbury
PO Box 790
Didsbury AB T0M 0W0

Dear Mayor Hunter:

The Government of Alberta is committed to supporting fiscally responsible, collaborative, and accountable local government. By supporting the capacity-building priorities of municipalities, we can help strengthen communities, improve the quality of life for residents, and foster an environment for business and industry to thrive. Through the Municipal Internship component of the 2022/23 Alberta Community Partnership (ACP) program, we will continue to support the development of future local government leaders.

I am pleased to inform you the Town of Didsbury has been approved to host an intern in the 2023 Municipal Internship Program for Administrators. Your municipality will receive a grant of \$60,000 under the Municipal Internship component of the ACP program for this purpose.

The conditional grant agreement will be sent to your chief administrative officer to obtain the appropriate signatures. Ministry staff will also be in touch with your administration in the near future to share information about the responsibilities of host municipalities and to develop a community profile that will be used in the recruitment of candidates for your intern position.

I congratulate the Town of Didsbury and look forward to working together to develop leaders, build capacity in municipalities across Alberta, and contribute to the economic recovery of the province.

Sincerely,

Rebecca Schulz
Minister

cc: Honourable Nathan Cooper, MLA, Olds-Didsbury-Three Hills
Ethan Gorner, Chief Administrative Officer, Town of Didsbury



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
MLA, Calgary-West*

AR 53295

Dear Community Leader:

Over the last number of weeks, many of our Alberta municipalities have been in contact with government, requesting further information and clarification on a number of items related to the provincial changes to victim services announced July 19, 2022, and scheduled for implementation by April 1, 2024.

I have heard from the many of you about your concerns with the redesign initiative. I am writing to provide clarification on a number of points.

I would like to reassure you the move to a regional governance model for police-based victim services units has always been intended to improve the consistency, stability, and continuity of services received by victims of crime across all regions of the province - municipal, rural and remote. It was also designed to ensure that all victims would continue to be supported locally, by dedicated workers and volunteers from within and around their own communities. While board governance is moving toward integration, all front-line services remain local. I appreciate this opportunity to provide further information about the ongoing redesign work that has occurred to date as it relates to your community and others like it.

Is victim services being removed from your community?

In short, no. The new governance model will empower more than 130 paid, front-line victim caseworkers (full and part-time equivalents), each of them living and working in the communities they serve now. Our new model never contemplated centralizing front-line victim caseworkers in a regional office. They will continue to be co-located with RCMP members in their local detachments, work alongside their volunteer advocates, and be supported not only by their regional boards but also by a new, full-time centralized professional support staff (CPSS); one CPSS for each region. These CPSS teams will consist of, at minimum: an executive director; human resources professional; regional operations manager; regional court support coordinator; cultural safety specialist; admin/office manager; qualified financial management professional; and a retained legal resource.

For smaller, rural and remote communities in Alberta, the new regional governance model for police-based victim services means all areas of the province will have uniform, flexible and sustainable victim services. The new layer of full-time, professional support staff for front-line victim caseworks will stabilize and improve programs above and beyond what is offered under the current governance structure. Front-line caseworkers will have more time to focus on working alongside volunteer advocates and with their local RCMP officers to support victims in the immediate aftermath of a crime, to provide court support within an integrated and coordinated court support program, and for engaging with local and community partners.

How will our communities be represented at the regional level?

As stated, front-line staff will work in the same detachment areas in which they live, as will their cadre of volunteer advocates. The new regional governance boards themselves will be virtual in nature, and will consist of members from communities all across the region. While every detachment area will not necessarily be represented at the board level, no more than one board member per detachment area will be selected.

Did the MLA-led review ever seek to engage municipalities, and did it engage local victim services units (VSUs)?

The MLA-led review of victims services took place over 2020/21 and included participants from the Rural Municipalities of Alberta and the Alberta Municipalities. Other individuals and organizations engaged during this period included MLAs from across the political spectrum, volunteers and staff at police-based VSUs, victim-serving community organizations, a variety of police service representatives, the RCMP, legal experts and Indigenous organizations. Alberta held about 40 engagement sessions, with around 150 stakeholders and organizations attending. The Victim Service Redesign is based on feedback received during these engagements and reflects the final report and recommendations of the MLA-led review. The Victims Services Redesign team continues to meet with affected and/or interested groups and municipalities to gather any outstanding questions, concerns and suggestions. These meetings have already been instrumental in informing improvements to the model.

Will there be a reduction in scope of services provided by the new victim services model, and will this new model serve Albertans who have been traumatized by non-criminal and tragic events?

As Minister of Public Safety and Emergency Services, I recognize that services other than those provided solely to victims of crime, such as for victims of non-criminal trauma, are incredibly important to Albertans. As such, Albertans will not experience a reduction in services currently available, now nor when the new zonal model is implemented. If legislative amendments to the Victims of Crime and Public Safety Act are required to assure this, then our government will pursue those.

Are program managers and other staff guaranteed jobs or do they have to re-apply for positions within the new zonal model?

The hiring of the victim caseworker positions will be the responsibility of each new executive director and respective support staff group. GOAVS will collaborate with the support staff groups, preferring a process that honours the skills and experience of the current cadre of police-based victim services workers. We will be recommending that current VSU employees be invited into a stream-lined on-boarding process prior to any positions being advertised publicly.

These changes to victim services in Alberta are an exciting step forward to ensure victims in our province have the help they need when they need it most. Over the next year, we will continue to work closely with municipalities and Indigenous communities to design and implement the new service delivery model. To ensure that you continue to have the most accurate and up to date information about the new victim services redesign, I encourage you to maintain direct contact with the Director of Victim Services Trent Forsberg at Trent.Forsberg@gov.ab.ca. He would be happy meet with you should you have any future questions, concerns, or suggestions. We look forward to continuing to engage Alberta municipalities on this important initiative.

Thank you for your ongoing commitment to ensuring the needs of victims in your community continue to be met.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Ellis', with a stylized, flowing script.

Honourable Mike Ellis, ECA
Minister

cc: Trent Forsberg, Director, Victims Services, Strategy, Support and Integrated Initiatives