



**TOWN OF DIDSBURY AGENDA  
Regular Council Meeting**

**Tuesday, April 28, 2026, 6:00 pm  
Council Chambers 1606 14 Street**

	<b>Pages</b>
<b>1. <u>CALL TO ORDER</u></b>	
<b>2. <u>ADOPTION OF THE AGENDA</u></b>	
<b>3. <u>DELEGATIONS/PRESENTATIONS</u></b>	
3.1 Wayne Poffenroth and Gordon Lau	2
3.2 Melody Knutson	13
<b>4. <u>ADOPTION OF MINUTES</u></b>	
4.1 April 14, 2025 Regular Council Meeting Minutes	27
<b>5. <u>PUBLIC HEARINGS</u></b>	
5.1 Land Use Amending Bylaw 2026-09	32
<b>6. <u>CAO REPORT</u></b>	41
<b>7. <u>BUDGET 2026</u></b>	
7.1 2026 Amended Operating Budget	46
7.2 2026 Amended Capital Budget	52
<b>8. <u>BYLAWS &amp; POLICIES</u></b>	
8.1 Land Use Amending Bylaw 2026-09	55
8.2 Tax Rate Bylaw 2026-10	58
8.3 Municipal Development Plan Amending Bylaw 2026-11	66
8.4 CS 003-26 - Community Grant Program Policy	70
8.5 CS 004-26 - Facility Discounts Policy	79
<b>9. <u>BUSINESS</u></b>	
9.1 RFP Award - Didsbury Arena Boiler + Water Storage Replacement	84
9.2 Community Publication	85
<b>10. <u>COUNCIL REPORTS</u></b>	86
<b>11. <u>CORRESPONDENCE AND INFORMATION</u></b>	89
<b>12. <u>QUESTION PERIOD</u></b>	
<b>13. <u>CLOSED MEETING</u></b>	
13.1 Offer to Purchase 2134 22 Street - section 29 of ATIA	
<b>14. <u>RECONVENE</u></b>	
<b>15. <u>ADJOURNMENT</u></b>	



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: Wayne Poffenroth and Gordon Lau Delegation  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 3.1

---

### BACKGROUND/PROPOSAL:

Mr. Wayne Poffenroth and Gordon Lau, of Stantec, are presenting to Council an overview of a proposed Area Structure Plan called Roseridge. The delegates are asking Council to consider amending the Municipal Development Plan to consider reducing the minimum density.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

A presentation from the delegates is attached for Council's review.

The fee to review a major statutory document is \$3,000.00 which the applicants would be required to pay in the event that a formal request to administration is presented to amend the Municipal Development Plan.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To thank Mr. Poffenroth and Mr. Lau for their presentation and accept it as information.



# Roseridge

---

NEIGHBOURHOOD PLANNING

COUNCIL MEETING APRIL 28, 2028



## Purpose

Provide a summary of the Roseridge Area Structure Plan in order to seek Council's direction and gauge its support, in principle, to consider a required Municipal Development Plan amendment.



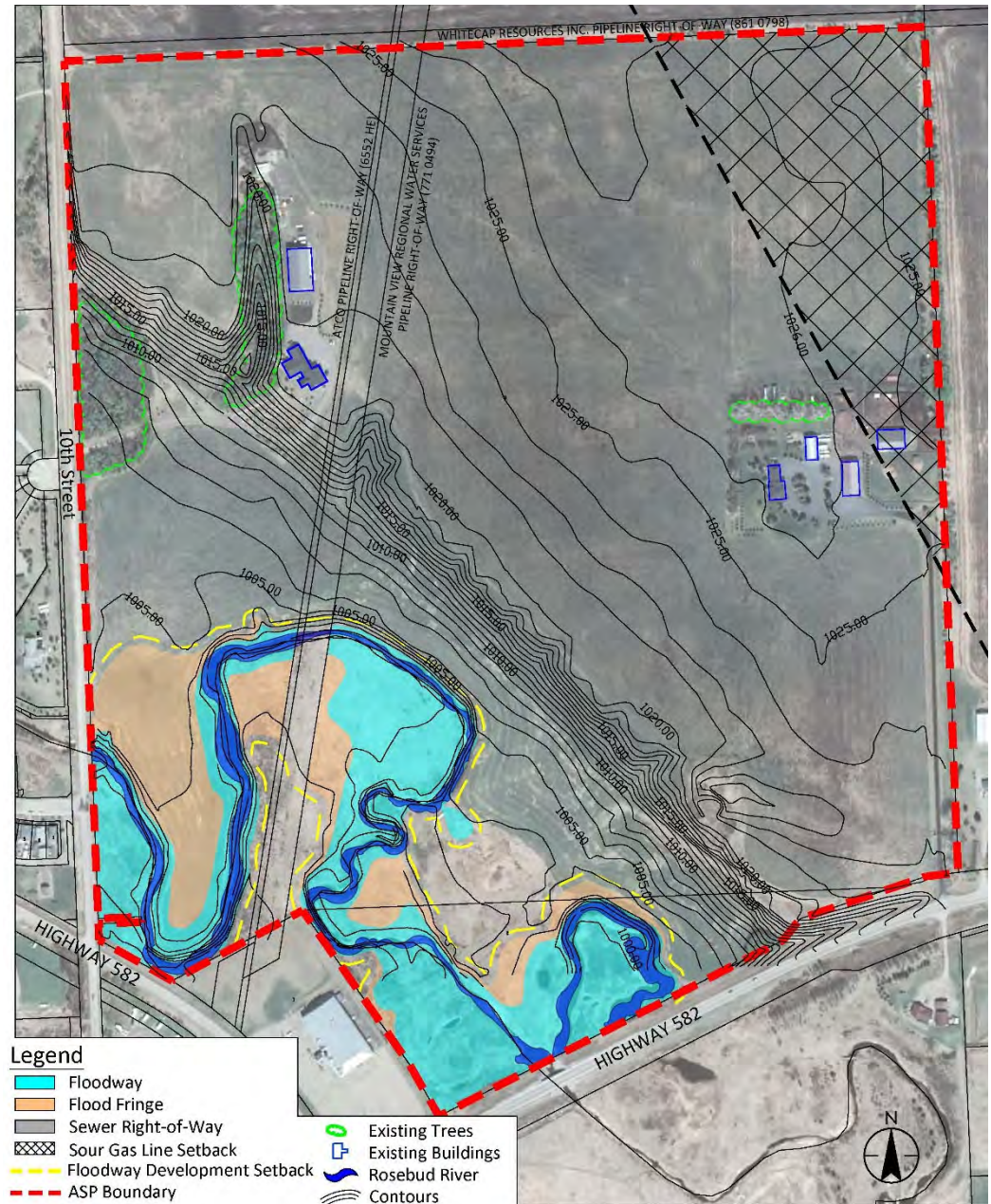
# VISION

---

- 1 ac lots
- Unique product type to the Town and Region
- Housing options
- New secondary housing options
- Multi-generational and aging-in-place focused
- Not just big lots
- Reduce infrastructure

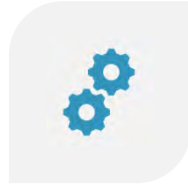
## Roseringe is...

- 70.82 hectares (174.99 ac)
- East of 10th street, north of Hwy 582
- Identified as residential in the MDP
- Logical extension of residential use





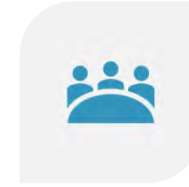
CREATION OF A DRAFT  
AREA STRUCTURE  
PLAN



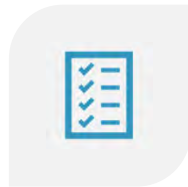
TECHNICAL STUDIES



OPEN HOUSE



MEETINGS AND  
DISCUSSIONS WITH  
ADMINISTRATION



SERVICING REVIEW

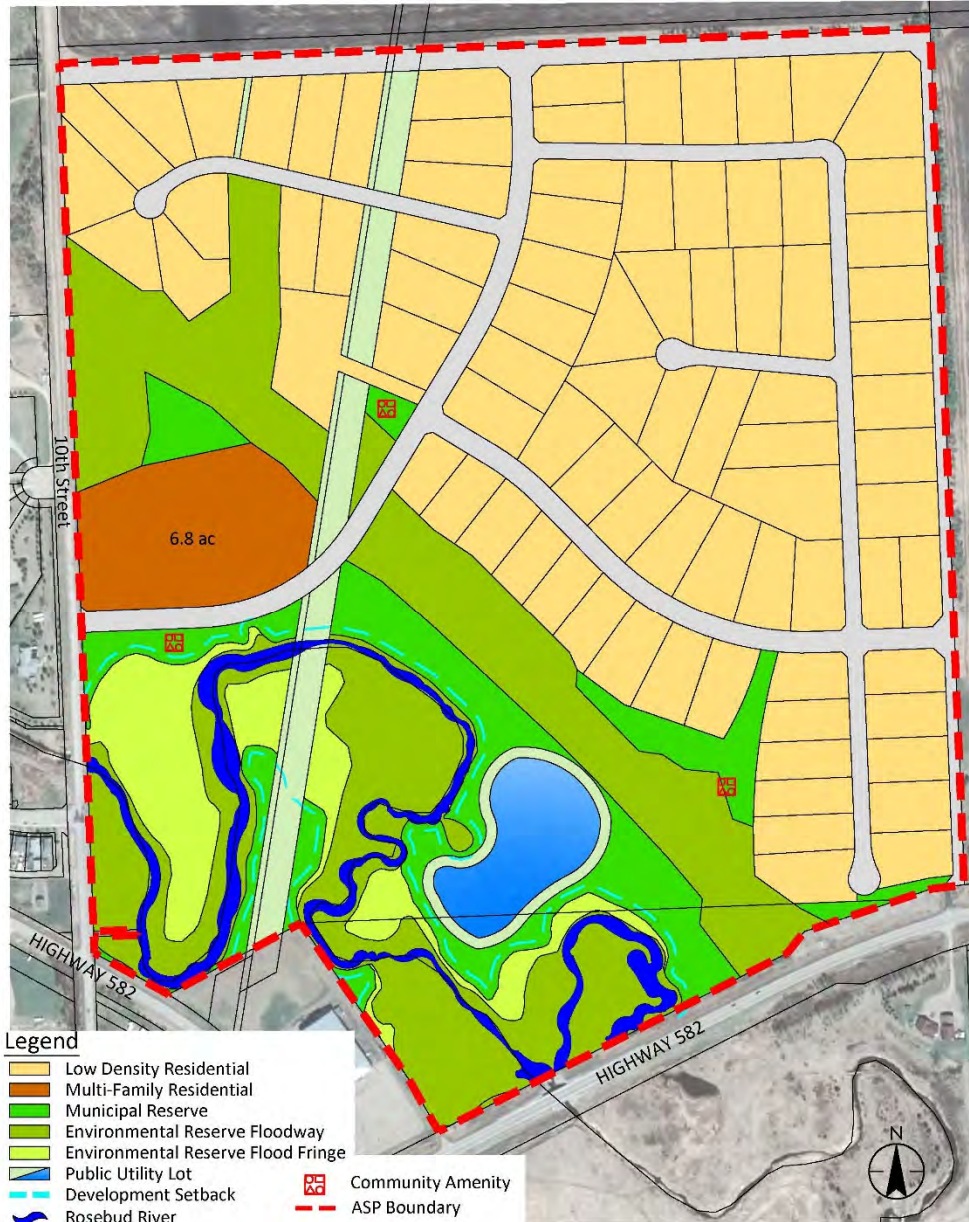


INVESTMENT INTO  
THIS PROJECT

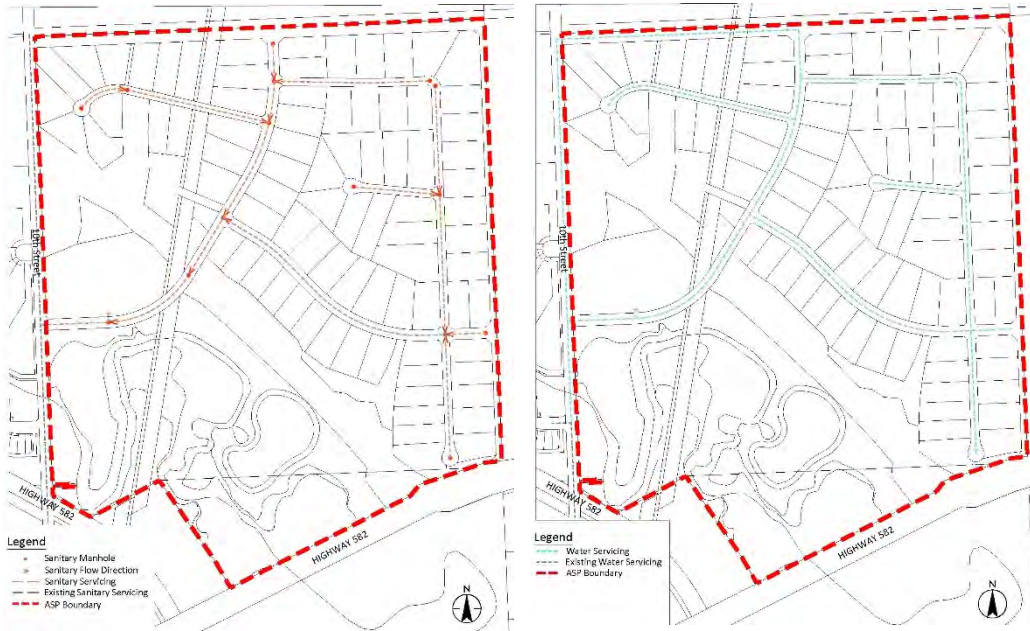
# EFFORTS TO DATE

# DEVELOPMENT CONSIDERATION

- 1 ac lots to support a number of secondary suite options
- A multi-family site for a variety of housing options.
- Preservation and conservation of over 24.3 ha (60.0 ac) of Open Space

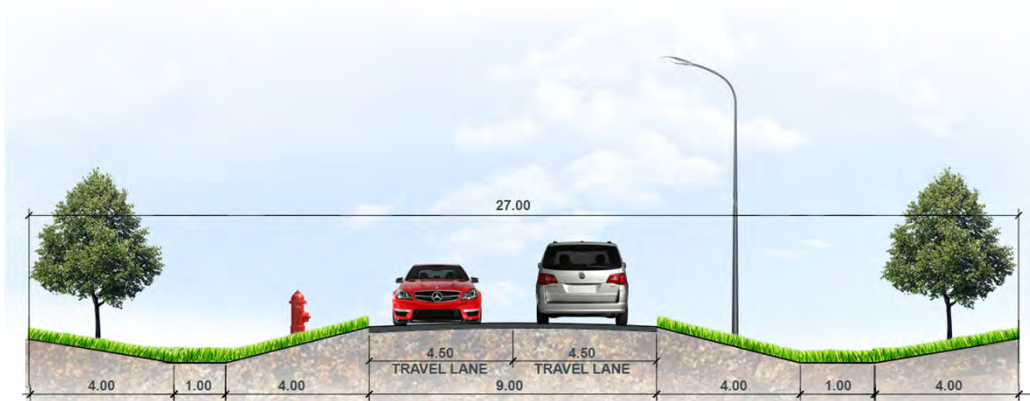


Residential Land Use	Ha	Ac	Units	Persons /Unit	Pop
Residential (<1.0 acre)	32.19	79.54	83	3.5	291
<i>Potential Secondary Suite :</i>			41	2	82
Multi-Family	2.75	6.78	187	1.9	356
<b>Total</b>	<b>34.94</b>	<b>86.33</b>	<b>311</b>		<b>729</b>
Unit Density (units/net ac) <sup>2</sup>			<b>2.6</b>		
Population Density (persons/net ac)					6.0



# SERVICING CONSIDERATION

- Municipal Water and Wastewater
- Surface stormwater management
- Modified roadways
- Fiscal Considerations
  - Reduced servicing
  - Higher property tax assessment
  - Positive growth and demographics
  - Same level of service



## NEXT STEPS

### **IF COUNCIL SUPPORTS THE CONSIDERATION OF A MDP DENSITY POLICY AMENDMENT:**

- Continued ASP preparation
- Creation of Land Use Zone
- Required details
- Submission, review, and circulation of ASP
- MDP Amendment Process
- ASP approval Process
- Public Hearings
- Rezoning application
- Subdivision application
- Development Agreements
- Detailed engineering
- Construction
- Permits

- Meets the policies and direction of municipal plans
- Respectful of the land and character of Didsbury
- Unique housing options that will attract residents to the Town
- Provide a development and housing unlike others
- Attract residents that otherwise would not be looking in the Town
- Local developer
- Significant investments into the project already and respectful of the Town's process
- Continued opportunities for engagement and Council approval
- Protects the Town's interest while allowing for innovative and new projects

## THE ASK

*“The overall density for residential uses **shall** strive to achieve an average minimum of five (5) units per net developable acre within each Area Structure Plan or Area Redevelopment Plan, unless development **constraints** require considering lower densities.”*

---

We request Council support and direction to Administration to review the Municipal Development Plan density policy allowing for lower densities in unique and well-planned neighbourhoods.

Any proposed amendment would be initiated by the Developer and subject to Administration review, and subsequent Council consideration through readings and a public hearing, if deemed appropriate.

# Roseridge

AREA STRUCTURE PLAN

Thank You



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: Melody Knutson Delegation  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 3.2

---

### BACKGROUND/PROPOSAL:

Melody Knutson is requesting that Council consider amending the Council Procedural Bylaw 2024-11 and/or the Public Participation Policy to accommodate members of the public. The delegate has provided a letter, which is attached, as supplemental information to her request. In addition, the Council Procedural Bylaw and Public Participation Policy are attached as well as supplemental information.

Presently, the Council Procedural Bylaw allows for a Gallery Questions Period as follows:

*57. The holding of Gallery Question Period and whether to hold it, shall be on motion of Council and the format or placement of it on the agenda shall be at the discretion of the meeting chair.*

*57.1 When held, it will be only questions or comments related to Council business or governance matters from that meeting's agenda. All questions or comments are to be made to the Chair.*

*57.2 Council encourages respectful and constructive dialogue. Participants will not attack or ridicule staff or Council, and will not politic or campaign. Those who do so will not be called upon to participate.*

*58. The Chair shall have discretion in response to the questions or comments that arise, and on the order that individuals are called upon to participate.*

If Council has a desire to reformat question period to move it to the beginning of the meeting, it would likely require an amendment to the Procedural Bylaw to make its placement on the agenda explicit and required. Question period, if structured in this format, would be a separate and distinct process from the public hearing process, which is a statutory requirement for certain bylaws and resolutions which is set out in the *Municipal Government Act*.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

If Council has a desire to review the Public Participation Policy or Council Procedural Bylaw 2024-11, Administration would seek a motion from Council directing administration to bring forward the bylaw/policy for review by Council.

Alternatively, Council may accept the request from the delegate as information and thank her for her presentation.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

### RECOMMENDATION (*one motion*)

To thank Melody Knutson for her presentation and accept it as information.

**OR**

To direct Administration to bring forward Council Procedural Bylaw 2024-11 for review to consider the requests made by the delegate.

*Melody Knutson*

[REDACTED]  
Didsbury, AB  
T0M 0W0

Mayor and Council  
Town of Didsbury  
1606 14 Street  
Didsbury AB  
T0M 0W0

April 2, 2026

Mayor and Council,

I would like this letter added to the Council package for the Didsbury Council Meeting on April 28, 2026. Please include my contact information, provided on the Delegation Request, to the members of Council.

I am recommending that two Policy/Bylaws be reviewed and amended by Council to accommodate all of the members of the public. I would like to see a change in Council Procedures so that there is more community input. I think the public has a right to come forward with their concerns before any decisions are made.

First, I request that the Council Procedural Bylaw 20-24-11 be pulled for review. I am asking for an amendment to be made to move the open Public Participation period to the beginning of the meeting instead of the end of the council meeting as it is now. I would recommend 30 minutes assigned before each Council meeting. Then Council would still have time for Delegations to present.

Secondly, I feel there should be a review of the Public Participation Policy or Bylaw that would allow people to speak prior to every third reading of any Bylaw. It appears to be in place for land use Bylaws. Therefore, there no reason to deny a Public Hearing Engagement before the third reading of every Bylaw.

Finally, I request that Council direct town staff to schedule any public meetings, with Council Members, at town owned facilities. The Train station, Library, Council Chambers, or Multi Purpose Room would be a neutral space to allow all voices to be heard.

Changes to the Procedural Bylaw and the Public Participation Policy are an easy change and will allow people to speak freely and openly to Council before final decisions are made. At the forums before the election there were many Council Candidates saying they wanted more community input. There was mention of representing all constituents. We need an open, listening Council. Let's make that happen!

Thank you,

Melody Knutson

TOWN OF DIDSBURY  
COUNCIL PROCEDURAL BYLAW 2024-11

---

A BYLAW OF THE TOWN OF DIDSBURY TO ESTABLISH RULES AND PROCEDURES FOR THE CONDUCTING OF ORDERLY COUNCIL MEETINGS, COMMITTEE MEETINGS, AND PUBLIC HEARINGS.

The Council of the Town of Didsbury enacts the following:

**PART 1: PURPOSE**

1. The purpose of this bylaw is to establish rules to follow in governing Town of Didsbury Council Meetings.
2. The following meetings are carried out in accordance with the *Municipal Government Act* RSA C-M26:
  - 2.1 Regular Council Meetings
  - 2.2 Special Council Meetings
  - 2.3 Organizational Meeting
  - 2.4 Public Hearings
  - 2.5 Closed (in-camera) Meetings
3. All references to Chief Administrative Officer (CAO) will be taken to also mean any designate as directed by the CAO.

**PART 2: APPLICATION**

*Paramount Rules*

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

**PART 3: MEETING FRAMEWORK**

*Meeting Chair*

5. The Mayor shall be the Chair of all Council Meetings unless absent, and in that event, the Deputy Mayor will act in their stead. Where both the Mayor and Deputy Mayor are absent, Council shall appoint one of the remaining members to Chair that meeting by motion.

*Meeting Dates and Times*

6. The days and times of Regular Council Meetings shall be set by resolution at the Organizational Meeting each year. Other meetings as needed may be set by motion of Council.
7. The meeting schedule may be amended in any way, including the addition or cancellation of meetings, by motion of Council.

*Electronic Devices*

8. Only Town issued devices are to be accessible and used by Council members during all in-person meetings/committees of Council, other than for such uses as allowed by the Chair. All personal devices shall be turned off and put away unless their use is authorized by the Chair.

*Councillor Seat Selection*

9. Council seating positions are at the discretion of Council.
  - 9.1 At the Annual Organizational Meeting, Council may change seating positions by random draw.
  - 9.2 The Deputy Mayor will sit directly adjacent to the Mayor.
  - 9.3 Any Council member may request a seating change by requesting this as an agenda item through the process outlined above.

### **Quorum**

10. The majority of all the Councillors that comprise the Council shall establish a quorum.

### **Meeting Length & Unfinished Business**

11. Regular Council meetings that reach the four (4) hour mark will adjourn to the next day or a date and time designated by motion.
12. Council may, by motion, defer all or some of the remaining business of Council to the next regularly scheduled meeting of Council.

### **PART 4: ELECTRONIC PARTICIPATION**

#### **Meeting by Electronic Means**

13. The following types of meetings must be conducted on any virtual forum facilitated by administration if decided upon:
  - 13.1 by resolution of Council for Council meetings or workshops;
  - 13.2 by consensus of a Council Committee;
  - 13.3 by the Chief Elected Official for a Special Council Meeting;
  - 13.4 by default for a Public Hearing under Part 17 of the *Municipal Government Act*.
14. The hyperlink to the virtual meeting will be posted to the Town Website prior to commencement, with the exception of meetings that are closed to the public pursuant to the *Municipal Government Act* and *Freedom of Information and Protection of Privacy Act*.
15. The meeting chair shall verbally:
  - 15.1 identify Council member(s) attending the meeting electronically;
  - 15.2 indicate the means by which they are doing so, and;
  - 15.3 confirm that each Council member has voted, either in-favour or against, on all motions.
16. All virtual attendees of any meeting must remain in a stationary, quiet setting that commands their attention. Any participant deemed by the chair to be participating in an improper or disruptive manner may be muted and asked to leave the meeting using the mechanisms outlined in this bylaw.
17. All virtual attendees at a public hearing shall remain muted until such time as they are called upon by the Chair to speak.

#### **Electronic Participation in Meetings**

18. Council members are expected to attend Regular Council Meetings and Council Committee meetings at the meeting's designated location, unless unavoidable circumstances arise.
  - 18.1 Should such circumstances arise, Council members may request to participate in an in-person meeting by means of any form of virtual, or telephone participation, and will be deemed to be present at the meeting.
  - 18.2 The recording officer must be given a minimum of three hours' notice to facilitate electronic participation.
19. All virtual attendees participating in closed meeting discussions must verbally confirm that they are participating alone and confidentially.

## PART 5: COUNCIL MEETING BUSINESS

### *Order of Business*

20. The order of business at a meeting is the order of the items on the agenda except:
  - 20.1 When a previous meeting has been adjourned for lack of a quorum and no special meeting has been called to deal with the business of the adjourned meeting, the agenda items from the adjourned meeting must be dealt with before any items on the current agenda;
  - 20.2 When Council alters the order of business for the convenience of the meeting by motion.

### *Administrative Inquiries*

21. Council members will make administrative inquiries during the CAO Report portion of Council meetings, and be approved by motion for any administrative follow up.

### *Livestreaming*

22. Council meetings and Committee of the Whole shall be livestreamed during the meeting, and/or digitally recorded, and access thereto will be made available on the Town of Didsbury website thereafter.

### *Meeting Decorum*

23. Council members may participate in Council Meetings by engaging in agenda business items by:
  - a) Making motions;
  - b) Debating motions; and
  - c) Voting on motions.
24. The Chair presides over the meeting and all comments and questions shall be addressed through the Chair. This includes members of Council and other participants and delegations, who will not speak until recognized by the Chair.
  - 24.1 All members wishing to speak to a matter will notify the chair by raising their hand and will hold their peace until called upon. Council members will not be disruptive or disrespectful.
25. The Council member making a motion shall have the first right to speak to the motion.
26. Council members may speak twice to a motion, and may only speak a second time after everyone who wishes to speak has spoken a first time. After a member has spoken twice to a matter, they will not be called upon to speak again unless providing new information to the motion.
27. Comments or questions must be relative to the motion or matter being considered.
28. Those speaking will address their comments and questions to the chair.
  - 28.1 Council members will not engage in side conversations with other members, while others have the floor during debate, nor be disruptive in their behaviours to the Chair or the decorum of the meeting.
  - 28.2 Council members will be respectful of the will of the majority of Council and will not verbally attack or threaten or attempt to intimidate them for decisions they disagree with. Council members who engage in such behaviours will be asked to leave the meeting.
  - 28.3 Members who persist in being disruptive and disrespectful to the Chair's ability to keep order will be asked to leave the meeting. If the member in question refuses to leave the meeting upon request, Council may:
    - a) make a motion to request the council member leave the meeting;
    - b) call a recess; or
    - c) adjourn the meeting.

29. A Council member may, at any time, make a motion to call for the vote. Such motions are not debatable and require two-thirds majority vote to pass. If passed, the vote will immediately be called.

#### ***Points of Order***

30. Any Member of Council, who is not acting as chair, may raise a point of order as it pertains to a perceived violation of any Council procedures or meeting decorum.
31. The Mayor shall rule on any point of order that may arise.
32. The Mayor may consult the Chief Administrative Officer when reviewing a point of order.
33. The member raising the point of order may appeal the ruling of the Mayor to Council who will render their decision by resolution of Council.

#### ***Council Assignment Reports***

34. Each Council member will be provided up to three (3) minutes for the purpose of providing a verbal update on their current Council assignments.
  - 34.1 Council members may provide a written report in lieu of a verbal report.
35. Any action required as a result of a Council Report shall be brought forward as a separate business item.
36. Council members attending conventions, educational sessions and other professional development sessions shall provide a written report outlining the highlights of the event within 2 weeks of attending for inclusion in the next Regular Council Meeting Agenda.

### **PART 6: MEETING AGENDAS AND MINUTES**

#### ***Agenda Format***

37. The agenda and legislative schedule are planned by the CAO in consultation with the Mayor, in accordance with the needs of Council, Administration and the business of the Town.
  - 37.1 As an administration process, Council members who wish for a matter to be included on an agenda will submit the item to the Mayor and CAO, for inclusion on the agenda.
  - 37.1 The agenda and legislative schedule planning meetings will be attended by the Mayor and Deputy Mayor or, if the Deputy Mayor is unavailable, the alternate Deputy Mayor.
  - 37.2 In the event that neither the Deputy Mayor nor the alternate is able to attend, the Mayor may invite a member of Council at their discretion.
38. Items will not be included on the agenda that are:
  - 38.1 Re-addressing of a previously heard issue, where there is no new information being brought forth;
  - 38.2 Administrative in nature;
  - 38.3 Unrelated to Council business or the governance of the town or not in the scope of local government responsibilities and powers.
39. The agenda sets forth the order of business for a given meeting and will follow in accordance with the motion of Council that adopts the agenda at the start of the meeting.

#### ***Agenda Distribution***

40. The CAO will ensure copies of the agenda are available to Council members before each regular Council meeting (generally two (2) business days before the meeting).

### ***Adoption of Agenda***

41. Council will vote to adopt the agenda prior to transacting other business and may, by motion:
  - 41.1 Add new items to the agenda;
  - 41.2 Delete any matter from the agenda;
  - 41.3 Revise the order of business on the agenda.

### ***Notice of Motion***

42. Council members wishing to add items will provide context to the matter being presented. These proposed additions to the agenda will be voted on separately.
  - 42.1 A member must give sufficient detail so that the subject of the motion and any proposed action can be determined.
  - 42.2 Council members may provide advance notice to the Council of their intent to request to add an item by providing a notice of motion to the Mayor and CAO prior to the meeting. The notice will contain background and contextual information to the matter that the member would like the rest of Council to consider. The Mayor and CAO will distribute the notice to the other members of Council prior to the meeting. The item will then be considered in accordance with the above process.

### ***Preparation of Minutes***

43. The CAO will ensure that Council minutes are taken and prepared, in accordance with the *Municipal Government Act*.

### ***Adoption of Minutes***

44. The minutes of each meeting will be circulated, prior to the meeting, as part of the agenda package for which they are to be adopted. Council will do one of the following:
  - 44.1 Pass a motion adopting the minutes if there are no errors or omissions;
  - 44.2 If there are minor errors or omissions, Council shall make a motion to adopt the minutes as amended;
  - 44.3 If there are major errors or omissions, the minutes shall be deferred to the following meeting.

### **PART 7: PERSONS WISHING TO ADDRESS COUNCIL (DELEGATIONS)**

45. If a person wishes to speak to Council on any matter, that person must notify Administration in writing and must state the reason for the request to speak. The written request must include an outline of the issue to be addressed, along with any pertinent background information, and an overview of any action being requested of Council.
46. A request will be deemed to not be appropriate if the matter is:
  - a) Re-addressing a previously heard issue, where there is no new information being brought forth;
  - b) Administrative in nature;
  - c) Unrelated to Council business or the governance of the town or not in the scope of local government responsibilities and powers;
  - d) Self-promoting or politicking, or a salespitch;
  - e) Incoherent; or Libelous, impertinent or improper.
47. Generally, delegations will have up to 10 minutes to speak; however, their time will be at the discretion of the chair.

### *Council Consideration of Request*

48. If a person appears at a Council meeting wishing to speak to Council without having given prior notice, Council may:
  - 48.1 Choose to add them to the "Delegation" portion of the agenda by unanimous motion;
  - 48.2 If such request is not approved by unanimous motion, the person will not be allowed to speak.

### **PART 8: COUNCIL ASSIGNMENTS**

49. Only the primary Council member appointed to a specific assignment (or their appointed alternate, if acting in their absence) may act, speak, or vote on a matter. They may not delegate this appointed responsibility to anyone else.
50. Where there are budgetary implications, Council members must have the approval of Council, by motion, to put their name forward to take on any additional responsibility or role within their appointed assignment.
51. Council Meetings shall take priority over all other council appointed assignments.

### **PART 9: REPRESENTING COUNCIL**

#### *Public Comments on Council Business*

52. Unless Council directs otherwise, the Mayor is Council's official spokesperson and in the absence of the Mayor, it is the Deputy Mayor.
  - 52.1 This includes commenting publicly or on social media about Council decisions or the business conducted at Council meetings. Councillors will refrain from publicly commenting on the decisions of Council or on administrative recommendations and will defer all such comments to the Mayor or Council's official spokesperson.

#### *Public Events*

53. The Mayor (Chief Elected Official) is the official representative and spokesperson for Council and the Town at public events and will perform official duties as required. If the Mayor is not available, the Deputy Mayor will be delegated on behalf of the Mayor. If the Mayor and Deputy Mayor are not available, the Mayor and/or Deputy Mayor will delegate a member of Council in their stead.
54. Other members of Council may accompany the Mayor/Deputy Mayor when appropriate or when approved by motion of Council.

### **PART 10: - SPECIAL MATTERS**

#### *Petitions*

55. Any matter required to be brought to Council by way of petition must be supported by a petition that complies with the *Municipal Government Act* or other applicable legislation.

#### *Suspension of Rules*

56. If a special circumstance arises that would justify, in the opinion of Council, a relaxing of any of these protocols, then any of these clauses, where not already allowed, may be temporarily relaxed or set aside by a motion of Council, such a motion must be carried unanimously.

**PART 10: - GALLERY QUESTION PERIOD**

57. The holding of Gallery Question Period, and whether to hold it, shall be on motion of Council and the format or placement of it on the agenda shall be at the discretion of the meeting chair.
- 57.1 When held, it will be for only questions or comments related to Council business or governance matters from that meeting's agenda. All questions or comments are to be made to the chair.
- 57.2 Council encourages respectful and constructive dialogue. Participants will not attack or ridicule staff or Council, and will not politic or campaign. Those who do so will not be called upon to participate.
58. The Chair shall have discretion in response to the questions or comments that arise, and on the order that individuals are called upon to participate.

**PART 11: - GENERAL PROVISIONS**

59. Bylaw 2023-11 and all amendments thereto are hereby repealed.
60. That this Bylaw shall take effect on the date of final passing.

Read a first time this 23<sup>rd</sup> day of September 2024

Read a second time this 22<sup>nd</sup> day of October 2024

Read a third and final time this 10<sup>th</sup> day of December 2024



Mayor – Rhonda Hunter



Chief Administrative Officer – Ethan Gorner



TOWN OF DIDSBURY POLICY INDEX	
<b>Policy Number:</b>	ADMIN 003
<b>Policy Title:</b>	Public Participation Policy
<b>Approval Date:</b>	January 22, 2019
<b>Date to be Reviewed:</b>	2021
<b>Responsible Department:</b>	Legislative Services
<b>Related Bylaws:</b>	N/A

**Purpose:**

To provide direction to Administration on how to involve stakeholders in providing input into decisions that affect the community.

**Policy Statement:**

Council and Administration of the Town of Didsbury recognize that quality public participation is a critical component of good governance and as such, adequate resources will be allocated and the appropriate level of public participation undertaken. The Town is committed to public participation activities that are founded on the following principles:

- **Shared Responsibility and Commitment:** Public participation leads to better decisions and is a shared responsibility of Council, Administration and the community.
- **Transparent and Accountable:** The Town communicates clearly and openly about public participation opportunities, its processes and provides factual and evidence-based information. It shares the outcomes of public participation, including how the information was used in the decision-making process and makes decisions in the best interest of the community as a whole.
- **Inclusive and Accessible:** The Town endeavors to provide opportunities for public participation that take into account the diversity of needs, abilities and viewpoints of the members of the community.
- **Appropriate and Responsive:** Public participation activities need to be appropriate to the stated goals, and reflective of the varied preferences and needs of community members for receiving and sharing information.
- **Evaluation and Continual Improvement:** Public participation is a dynamic and evolving process that needs continual evaluation and adjustment to improve and address the changing needs of the community.



**Definitions:**

For the purpose of this policy:

“Community” refers to the Town, residents, businesses, schools and all other institutions and agencies that make up Didsbury.

“Public participation” means processes through which the Town provides opportunities for the community to have input into decision-making through methods that may include: public meetings, surveys, open houses, workshops, polling, citizens’ advisory committees and other forms of engagement.

“Stakeholder” means an individual, organization or group that has an interest in an issue, will be or is likely to be affected by an issue, or has the ability to affect a decision or outcome.

“Town” means the municipal corporation of the Town of Didsbury.

**Responsibilities:**

1. Town Council may:
  - a. Consider public input obtained through public participation activities as part of their decision-making process;
  - b. Promote public participation activities and provide, where appropriate, Council member representation;
  - c. Establish consistent practices, processes and timelines for public participation requirements;
  - d. Ensure appropriate resources are available to allow for the ongoing implementation of consistent, comprehensive and representative public participation programs and services;
  - e. Request for information from the Chief Administrative Officer on the scope, timing, appropriate methods and resources required for public participation, prior to directing Administration to undertake a public participation activity on a specific issue or item.



2. The Chief Administrative Officer may:
  - a. Maintain public participation processes that:
    - i. Ensure a coordinated and standardized approach to public participation across the organization;
    - ii. When determining the appropriate level of public participation that the Town:
      - Provides opportunities for early and ongoing participation.
      - Aligns resources, types and methods of public participation with the impact of the decision to the community and/or key stakeholder groups.
      - Provides opportunities for ongoing engagement as well as for emerging issues.
  - b. Recommend to Council practices, processes and timelines for public participation activities.
  - c. Develop all necessary processes and tools that support the implementation of this policy.
  - d. Communicate to Council and community, where appropriate, how public input was gathered and used in Administrative recommendations to Council.
  - e. Bring forward resourcing requirements to ensure public participation programs and services are run effectively and consistently.
  - f. Make recommendations to Council on the appropriate resources required for public participation, when Council directs public input on a specific issue or item.

**Service Standards/ Expectations:**

1. The Town shall comply with all provincial and federal statutory requirements for public participation.
2. The Town may offer public participation opportunities when:
  - a. Identifying Council priorities;
  - b. Formulating recommendations to Council in regards to proposed business plans and budgets;
  - c. Gathering community input following the presentation of proposed business plans and budgets;
  - d. Reviewing existing programs, services and associated service levels;
  - e. Establishing of new programs, services and service levels; or
  - f. When deemed necessary by Council or the Chief Administrative Officer.



3. The Town shall organize at least one statistically representative public participation activity, at least every three years, to obtain the community's overall perceptions of quality of life and satisfaction with programs and services.
4. The Town shall effectively communicate to the community its public participation goals, objectives and processes, including how information will be used and how decisions are made.
5. The Town will ensure the results of the public participation activities are publicly available, which includes posting them on the Town's website.
6. The Town shall, where possible, use various methods and techniques for public participation that meet the varied needs of the community whether it be demographic, physical, social or cultural.
7. The Town shall evaluate and learn from feedback received from the community, as well as continuously look for new and better processes and tools that address the changing needs of the community.

**End of Policy**



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: April 14, 2026 Regular Council Meeting Minutes  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 4.1

---

### BACKGROUND/PROPOSAL:

The minutes of the April 14, 2026 Regular Council Meeting are being presented to Council for their review and approval.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Council can adopt the minutes as presented or amended.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To adopt the April 14, 2026 Regular Council Meeting Minutes as presented.



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

Council Members Present Mayor Chris Little  
Deputy Mayor Bob Murray  
Councillor Curt Engel  
Councillor Troy Lambert  
Councillor Irwin Mahon  
Councillor Norm Quantz  
Councillor Will Stevens

Administration Present Chief Administrative Officer, Michael Simpson  
Chief Financial Officer, Amanda Riley  
Director of Community Services, Nicole Aasen  
Director of Engineering & Infrastructure, Craig Fox  
Legislative Services Coordinator/Recording Officer, Jocelyn Baxter  
Communications Coordinator, Lisa Bastarache

**1. CALL TO ORDER**

Mayor Little called the April 14, 2026 Regular Council Meeting to order at 6:00 p.m.

**2. ADOPTION OF THE AGENDA**

*Addition of item 4.2 – March 31, 2026 Special Council Meeting Minutes and 12.5 – Land Matters – section 29 of ATIA*

**Res. 169-26**

MOVED by Councillor Engel

To adopt the April 14, 2026 Regular Council Meeting agenda as amended.

**Motion Carried**

**3. DELEGATIONS/PRESENTATIONS**

**3.1 MNP LLP - 2025 Audit Report**

**Res. 170-26**

MOVED by Deputy Mayor Murray

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

**Motion Carried**

**3.2 Didsbury Golf Club**

**Res. 171-26**

MOVED by Councillor Stevens

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

**Motion Carried**

**Res. 172-26**

MOVED by Councillor Stevens

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

**Motion Carried**

4. **ADOPTION OF MINUTES**

4.1 **March 24, 2026 Regular Council Meeting Minutes**

**Res. 173-26**

MOVED by Councillor Engel

To adopt the March 24, 2026 Regular Council Meeting Minutes as presented.

**Motion Carried**

4.2 **March 31, 2026 Special Council Meeting Minutes**

**Res. 174-26**

MOVED by Councillor Engel

To adopt the March 31, 2026 Special Council Meeting Minutes as presented.

**Motion Carried**

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

6. **CAO REPORT**

**Res. 175-26**

MOVED by Councillor Quantz

To accept the Chief Administrative Officer Report for April 14, 2026 as information.

**Motion Carried**

7. **BYLAWS & POLICIES** – *no bylaws or policies*

8. **BUSINESS**

8.1 **2025 Audited Financial Statements**

**Res. 176-26**

MOVED by Councillor Stevens

To approve the 2025 Audited Financial Statements as presented.

**Motion Carried**

8.2 **CESD Joint Use and Planning Agreement**

**Res. 177-26**

MOVED by Councillor Quantz

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

**Motion Carried**

8.3 **Municipal Policing Committee Appointments**

**Res. 178-26**

MOVED by Deputy Mayor Murray

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

- Colin Creighton,
- Natalie Craig,
- Fred Van Vliet, and
- Gary Wiens.

**Motion Carried**

**Res. 179-26**

MOVED by Deputy Mayor Murray

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

**Motion Carried**

**8.4 Mountain View Regional Film Office**

**Res. 180-26**

MOVED by Councillor Engel

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

**Motion Carried**

**8.5 Maple Leaf Exchange Program – 2027 Miki Town Visit**

**Res. 181-26**

MOVED by Councillor Quantz

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

**Motion Carried**

**9. COUNCIL REPORTS**

**Res. 182-26**

MOVED by Councillor Stevens

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

**Motion Carried**

**10. CORRESPONDENCE AND INFORMATION**

**Res. 183-26**

MOVED by Councillor Quantz

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

**Motion Carried**

**11. QUESTION PERIOD**

**12. CLOSED MEETING**

**Res. 184-26**

MOVED by Councillor Mahon

To go into closed meeting for the following items at 7:06 p.m.:

12.1 RCMP Request - section 29 of ATIA

12.2 Pending Budget Amendments and Draft Bylaw - section 29 of ATIA

12.3 Draft Policies - section 29 of ATIA

12.4 CAO Report - section 29 of ATIA

12.5 Land Matters – section 29 of ATIA

**Motion Carried**

*Councillor Lambert left the meeting at 7:59 p.m.*

*Councillor Lambert rejoined the meeting at 8:01 p.m.*

*Councillor Mahon left the meeting at 8:34 p.m.*

*Councillor Mahon rejoined the meeting at 8:39 p.m.*

*Deputy Mayor Murray left the meeting at 8:54 p.m.*

*Deputy Mayor Murray rejoined the meeting at 8:56 p.m.*

**13. RECONVENE**

**Res. 185-26**

MOVED by Deputy Mayor Murray

To return to open meeting at 9:50 p.m.

**Motion Carried**

**Res. 186-26**

MOVED by Councillor Engel

To extend the exclusive seller agreement with Jesse Argueta until the end of August 2026.

**Motion Carried**

**Res. 187-26**

MOVED by Councillor Mahon

To approve entering into a Real Estate Service Agreement with Jesse Argueta, Agent with Real Broker, for 2134 22 Street.

**Motion Carried**

**14. ADJOURNMENT**

**Res. 188-26**

MOVED by Councillor Mahon

To adjourn the April 14, 2026 Regular Council Meeting at 9:51 p.m.

**Motion Carried**

---

Mayor - Chris Little

---

Chief Administrative Officer - Michael Simpson



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

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

MEETING DATE: April 28, 2026  
 SUBJECT: Public Hearing for Land Use Amending Bylaw 2026-09  
 ORIGINATING DEPARTMENT: Planning & Development  
 ITEM: 5.1

---

**BACKGROUND/PROPOSAL:**

This public hearing is in consideration of Bylaw 2026-09, proposing the redesignation of the northern portion of 100 Shantz Drive from C1: Commercial District – General to RC2: Residential/Commercial District – High Density

***Key Dates, Communication and Information***

Application Circulated	Public Hearing notification was provided to nine adjacent landowner’s properties on March 27, 2026. Notification of the Public Hearing was also advertised on the Town website starting March 30, 2026 and in the local newspaper April 7 and April 14, 2026.
Response from Landowners	No responses were received from adjacent landowners.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

The redesignation of this property will provide for a mix of residential high-density & commercial uses that will blend with the surrounding neighborhood.

***Municipal Development Plan (“MDP”) Bylaw 2024-12***

**4.2 Economic Development**

4.2.4 Diversify the local economy by encouraging a range of commercial and industrial development that supports a stronger balance between residential and non-residential tax revenue.

- This proposed redesignation will support a diverse local economy.

**5.3 Live Work Neighbourhood**

Goal: Strengthen the tax base through efficient non-residential growth that contributes to fiscal stability. Strengthen the perception of Didsbury as a business-friendly community.

- The redesignation proposal should not detract from the unique character of this developing neighborhood.

***Shantz Village Area Structure Plan (“ASP”) Bylaw 2016-04***

**Vision**

Successful plans include a vision that helps shape what happens on the site from the very beginning. A vision gives the site coherence and a sense of identity and place. It is derived from an understanding of the characteristics of the site, its history and geography, to create a sense of place. Simply, the vision process is a means of back casting - starting first with the desired outcome of the ASP in mind and then identifying present day actions to realize that outcome.



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

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

The vision for the ASP is consistent with the overriding principles identified in the Town's MDP and Sustainability Plan.

- This proposal will provide support for diversified development within this area.

### **ALIGNMENT WITH STRATEGIC PLAN**

**3. Strong & Resilient Local Economy**

**5. Governance & Organizational Excellence**

### **RECOMMENDATION**

If Council is satisfied with the Public Hearing, Administration is recommending that Council grant second and third reading to Amending Land Use Bylaw 2026-09 during the Bylaw and Policies portion of the Agenda.

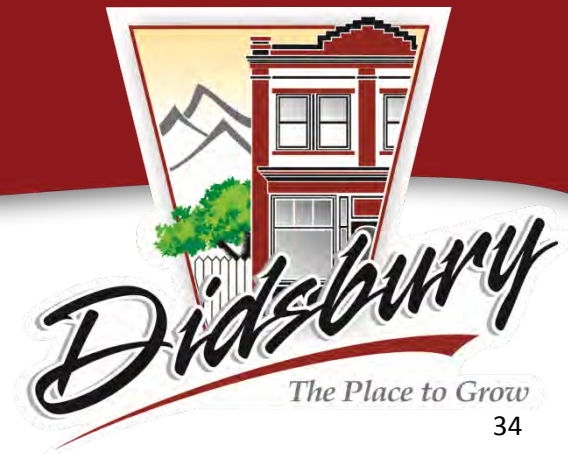
# Bylaw 2026-09

Council

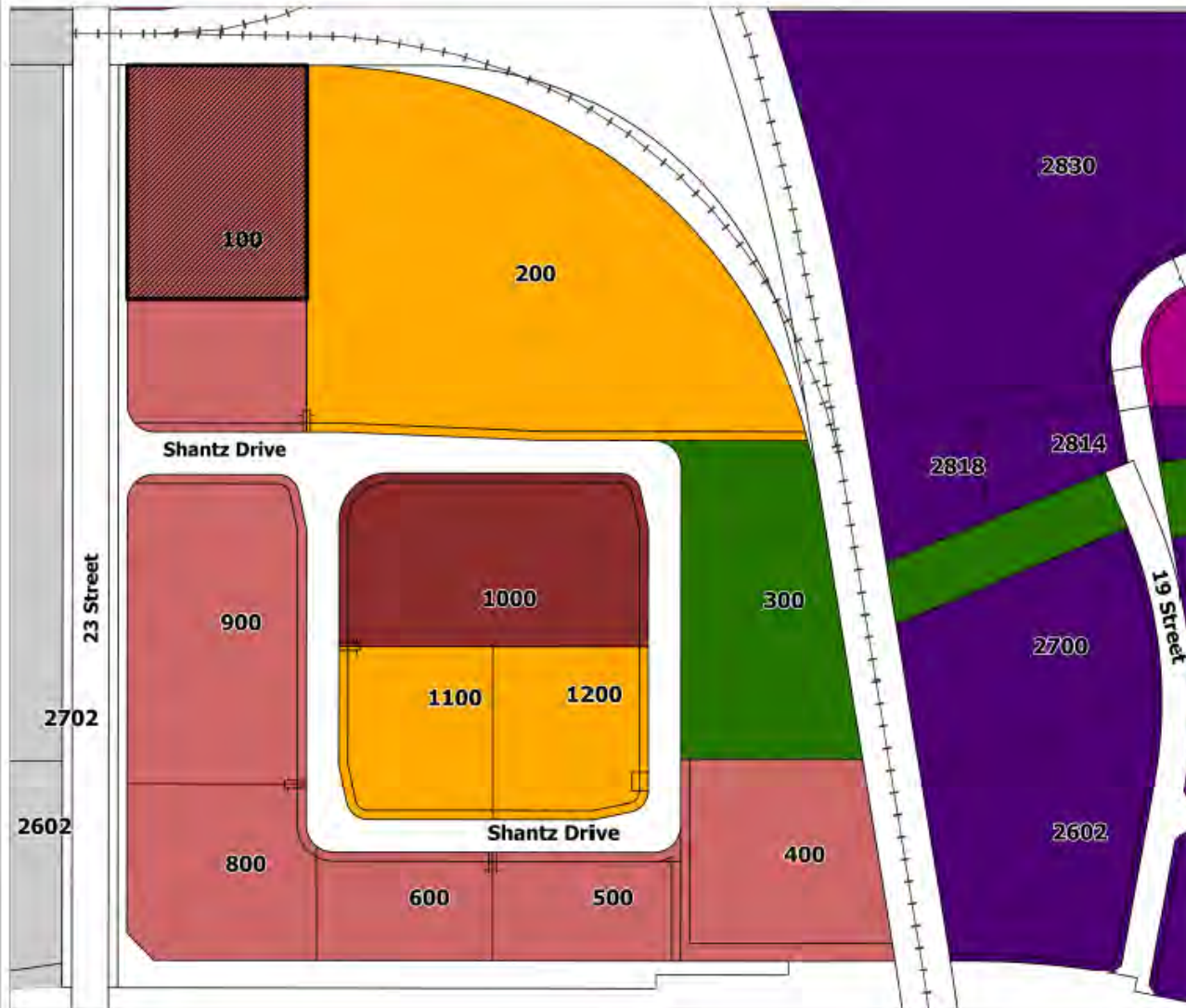
April 28, 2026

Applicant: Town of Didsbury

Owner: Town of Didsbury



# Bylaw 2026-09 Land Use Amending Bylaw



  
**Town of Didsbury**  
**Land Use Amending Bylaw**  
**Bylaw 2026-09**

**Legend**

 C1 to RC2  
 Bylaw 2026-09

**Land Use Zone**

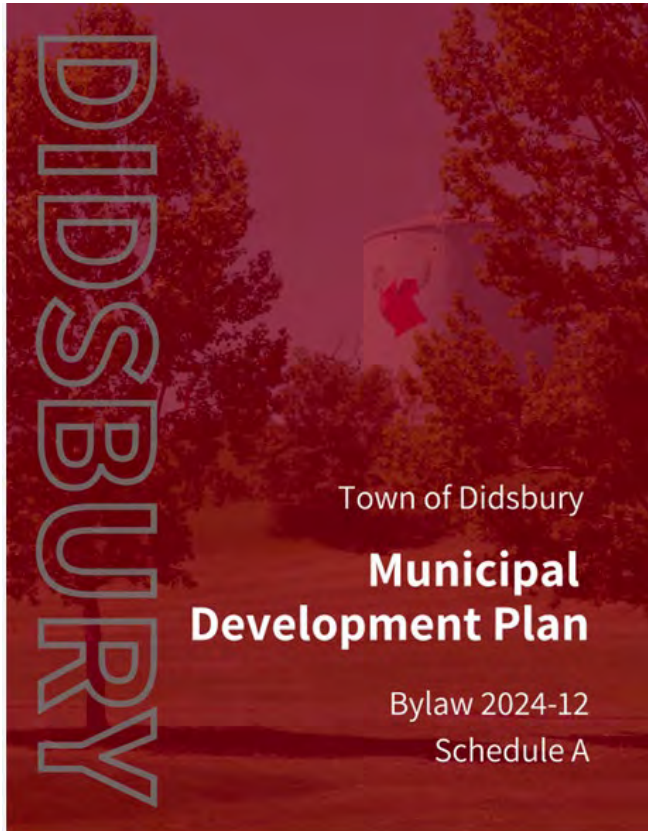
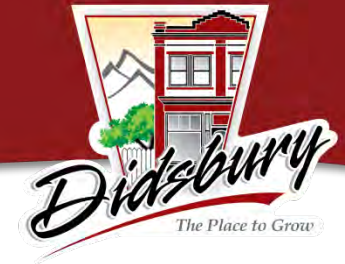
 C1	 R5
 DC	 RC2
 I2	 UR
 MR (REC)	

Date: March 2026  
 Author: SC  
 Scale: 1:938  
 Coordinate System: NAD 1983 3TM 114  
 Data Sources: Town of Didsbury & Altalis

This map is for reference use only. The Town of Didsbury makes every effort to ensure the accuracy and completeness of the information provided; however, no guarantee is made. Users are responsible for verifying all information before use. The Town of Didsbury is not liable for any errors or omissions.

  
  
 Meters

# MDP Compliance

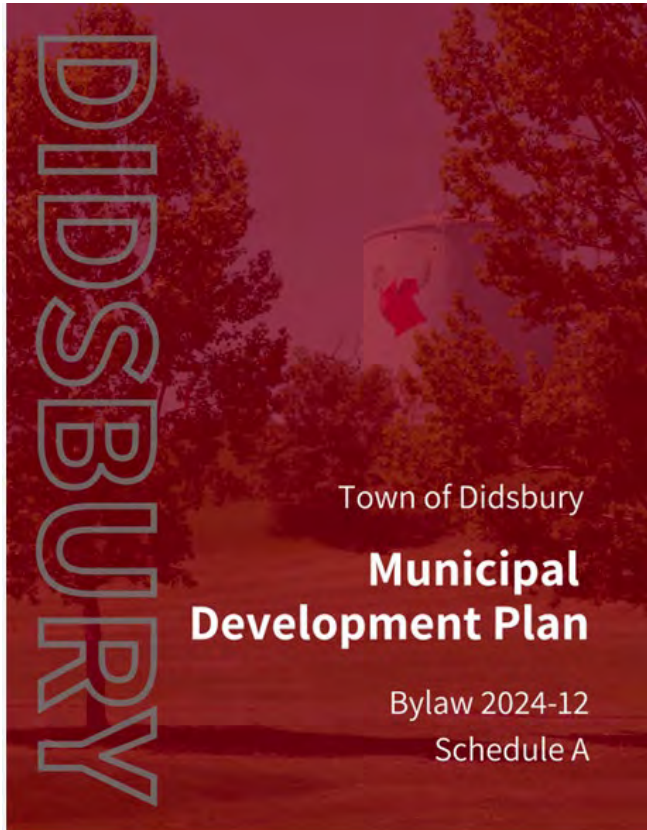
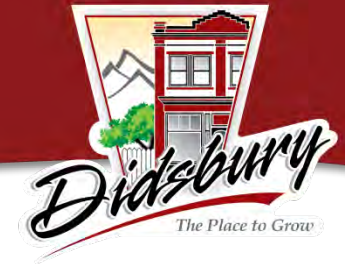


## 4.2 Economic Development

**Goal:** To foster a vibrant, diverse, inclusive, resilient and sustainable economic growth that provides opportunities for prosperity and advancement for all, while also safeguarding the natural environment and enhancing the overall quality of life and well-being within the community.

- *The redesignation proposals support continued growth within the Town.*

# MDP Compliance



## 5.3 Live Work Neighbourhood

**Goal:** Strengthen the tax base through efficient non-residential growth that contributes to fiscal stability. Strengthen the perception of Didsbury as a business-friendly community.

(Bylaw 2026-03)

- *The redesignation proposals should not detract from the unique character within their respective neighborhoods*

# SHANTZ VILLAGE AREA STRUCTURE PLAN

Bylaw No. 2016-04

Consolidated Version (Bylaw No. 2023-13) June 27, 2023



Land Use Policy Areas



# Shantz Village ASP cont.



## **Vision**

Successful plans include a vision that helps shape what happens on the site from the very beginning. A vision gives the site coherence and a sense of identity and place. It is derived from an understanding of the characteristics of the site, its history and geography, to create a sense of place. Simply, the vision process is a means of back casting - starting first with the desired outcome of the ASP in mind and then identifying present day actions to realize that outcome.

The vision for the ASP is consistent with the overriding principles identified in the Town's MDP and Sustainability Plan.

- This proposal will provide support for diversified development within this area.

# Recommendation



- Administration is satisfied that the proposed redesignation complies with the MDP and the purposes of the Land Use District. No concerns or objections were received resulting from the circulation and advertisement of this proposal.
- If Council is satisfied with the Public Hearing, Administration is recommending that Council grant second and third reading to the Bylaws during the *Bylaws and Policies* portion of the Agenda.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: CAO Report  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 6.0

---

### BACKGROUND/PROPOSAL:

Please find attached the Chief Administrative Officer's (CAO) Report for April 28, 2026 which includes the following:

- CAO Activity Report
- Development Permits Issued as of April 22, 2026

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

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

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the Chief Administrative Officer Report for April 28, 2026 as information.

# Office of the Chief Administrative Officer

Activity Report - April 28, 2026



## Local Policing

*Review of Municipal Police Service Agreement (MPSA) between Canada (RCMP) and Didsbury, Lease Agreement between Canada and Didsbury, and Multi-Year Financial Plan between Canada and Didsbury.*

## Strategically Managed Infrastructure

Bill 15, the Public Safety and Emergency Services Statutes Amendment Act, 2026, aims to transition Peace Officers and Sheriffs employed by the Government of Alberta to the Alberta Sheriffs Police Service (ASPS) and create an option for municipalities for delivery of policing services. The Town's MPSA with the RCMP, signed April 1, 2020 will conclude on March 31, 2032. The overlapping time with phasing in of the ASPS leaves some ambiguity as to whether the town will be able to complete its contract with the RCMP or be forced to follow new provincial mandates surround the ASPS.



## Vibrant & Connected Character Community

An area of note in regards to policing is that we are currently following terms and conditions of an expired lease agreement, to which no formal extensions have been signed or approved by either party since the lease was automatically terminated when Didsbury was required to enter into an MPSA in 2016 when the population increased to over 5,000. The MPSA requires that the Town provide the detachment with accommodations at the cost of the municipality, but the Town is seeking an Occupancy Agreement to specify additional terms not set out in the MPSA.



## Strong & Resilient Local Economy

The Didsbury Municipal Police Service Multi-Year Financial Plan running from April 1, 2026 to March 31, 2031 has not forecasted a need to increase the number of municipal members from the current four regular members, nor has the projection for provincial members operating out of the detachment indicated a need for increased members. Administration continues to gather information surrounding the discussion held with RCMP representatives regarding the potential addition of adding a fifth member for either specialized or regular duties.



## Liveability



## Governance & Organizational Excellence



**Strategically  
Managed  
Infrastructure**

### **Budget and Service Delivery**

Conversations surrounding the 2026 Budget including the service delivery at the Rosebud Valley Campground, emergent capital requirements, and the needs of third-party non-profits that deliver soft services in the municipality such as the museum and golf course have been prevalent since the last Council meeting. As service-delivering organization based in aging facilities come upon new infrastructure cycles, additional Council community consideration should be had on support levels presently allocated to these groups, and whether or not the amounts are sustainable to the groups for their required facility upgrades, repairs, etc. in order to deliver services to the public. Without growth in the town's assessment base, all parties will be feeling pressure to financially support soft services. A plan to balance competing interests may warrant discussion with stakeholders.



**Vibrant &  
Connected  
Character  
Community**

### **Station 5 Round Up**

Tour of the Train Station facility with concert promoter and sound man. Additional considerations for site control for CPKC will be required and should be incorporated into the over traffic management plan for the area. The CAO will work with staff to create a blueprint for managing foot traffic safely around the concert area on the day of the event.



**Strong &  
Resilient Local  
Economy**



**Liveability**



**Governance &  
Organizational  
Excellence**

## CAO Report: Developments as of April 22, 2026

The Town of Didsbury has authorized the conditional issuance of the following permits:

### *Development Officer (Permitted Use) Decisions*

PERMIT #	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE
DP 26-015	NW 19-3-1-5	Industrial (Services) & Sprung Structure & Accessory Building - Office	Overwater, Chris (a) 1755545 Alberta Ltd. (o)	Apr 22, 2026
DP 26-018	1920 – 20 Street	Signage – Fascia (Pharmasave)	Signarama c/o Kyle Huggins (a) K.T. Keller Holdings Ltd. (o)	Mar 20, 2026
DP 26-022	1812 – 20 Street	Retail (General) Old Crow Antique & Book Shoppe	Carlesimo, Cassey (a) Dickie, Merrell (o)	Apr 9, 2026
DP 26-023	1812 – 20 Street	Signage (Fascia) Old Crow Antique & Book Shoppe	Carlesimo, Cassey (a) Dickie, Merrell (o)	Apr 9, 2026
DP 26-024	82 Valarosa Drive	Side Yard Projection Stairwell	Matta, Handeep (a) Weraniyagoda, Keerthi & Cooray, Bulathsinalage, Rukma (o)	Apr 15, 2026
DP 26-026	2413 Sec Hwy 582	Accessory Building, Garage	Tainsh, James & Carolyn (a/o)	Apr 22, 2026
DP 26-027	1529 – 22 Avenue	Accessory Building, Shed (x2)	Hatcher, Cary & Mary (a/o)	Apr 22, 2026

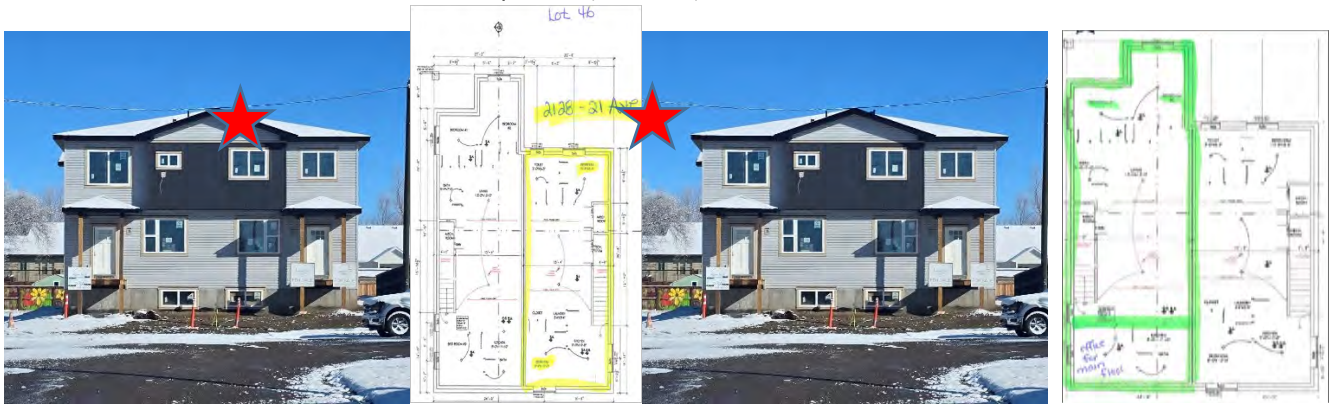
*DP 26-022 Retail (General) new retail business Old Crow Antique & Book Shoppe opened in town*



### *Development Officer (Discretionary Use) Decisions:*

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

*DP 26-016 & DP 26-017: 2 bedroom secondary suite (internal) in each half of the semi-detached*



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

PERMIT	ADDRESS	TYPE	APPLICANT/OWNER	DECISION DATE	APPEAL PERIOD ENDS
DP 26-020	1306 – 22 Ave	Home Occupation: Hair Salon	Cooper, Lindsay (a) Campbell, Kelly (o)	Apr. 22, 2026	May 13, 2026 (at 4:30 p.m.)
DP 26-021	1326 – 23 Street	Secondary Suite (Internal)	Reimer, Rod (a) Jonboyz Construction Inc. (o)	Apr. 22, 2026	May 13, 2026 (at 4:30 p.m.)

*The next MPC Meeting is scheduled for Wednesday, May 13, 2026*



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: 2026 Amended Operating Budget  
ORIGINATING DEPARTMENT: Corporate Services  
ITEM: 7.1

---

### **BACKGROUND/PROPOSAL:**

The 2026 Operating Budget was passed at the December 15, 2026 Regular Council Meeting. The operating budget included revenues before net municipal taxes of \$7,883,235, total expenditures of \$13,252,100 and the net municipal taxes required of \$5,418,865.

At the time the property assessment for the Town was not completed. Assessments were completed in early February, with the final assessment complaint date being April 13, 2026. After that time, no significant changes are expected to occur with regards to property assessment. In a typical year, Council reviews the operating budget prior to setting the tax rate.

Administration is bringing forward the budget, with proposed amendments, for Council's review and approval ahead of setting the tax rate. A summary of the proposed amendments are as follows:

#### ***1. Requisitions - \$0 impact to revenues from taxes***

Since budget approvals in December, the requisitions from the provincial government have been finalized. There has been an increase to Alberta Education's requisition as well as the DIP requisition, although rather insignificant. The Town collects these taxes on behalf of the parties and is required to submit payment to the provincial government at an amount set by the province.

#### ***2. Special Event - \$0 impact to revenues from taxes***

At the March 10, 2026 Regular Council Meeting, Council approved a community public event to coincide with the Didsbury Rodeo. While this event will be a net impact of \$0 on revenue from taxes, the budget will require an amendment to add the projected revenues of \$36,000, budgeted expenditures of \$62,960 and a transfer from the Economic Development Reserve of \$24,460.

#### ***3. Training and Development - \$12,000 increase to revenues from taxes***

Administration is proposing an additional \$12,000 for leadership team coaching. Development of the leadership team will create a more resilient team capable of delivering council's vision efficiently and effectively.

#### ***4. Solid Waste Compost Bins - \$0 impact to revenues from taxes***

Administration is proposing an additional \$15,000 for the bulk purchase of compost bins to ensure bins are available for the growing community. There will be no impact to revenues from taxes as it is expected that solid waste user fee revenues will offset the investment.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

### **5. Campground Host - \$16,222 increase to revenues from taxes**

When the budget was presented in December, there was no amount included for a campground host or staffing to run the campground for the 2026 season. Since that time a Request for Proposals was issued for a campground host, which was unsuccessful in garnering any proposals. Instead Administration is proposing hiring a seasonal worker for a 40 hour work week, for 17 weeks, to maintain the campground.

### **6. Hours Reallocation - \$0 impact to revenues from taxes**

A reallocation of hours has been made between the arena and the aquatics wage and salary lines. In 2026, the arena reduced one FTE to a seasonal position, with a cost savings of \$24,000 within that budget. In order to ensure adequate staffing levels and meet service levels for the Aquatic Centre, an FTE increase of 0.3 is proposed to a Senior Lifeguard position that has been vacant for the last six months. The savings in the arena will cover the increase to the pool budget with a net zero impact.

### **7. Economic Development - \$74,205 reduction to revenues from taxes**

Since the budget meeting changes have been made to the economic development level of service. Due to these changes, the economic development budget can be reduced by \$74,205.

### **8. Didsbury Aquatic Centre Boiler Replacement (In-Floor Heating) - \$26,000 increase to revenues from taxes**

This project includes the replacement of the boiler that operates the in-floor heating system at the Didsbury Aquatic Centre. In late February, the heat exchanger in the boiler cracked after freezing winds caused an HVAC system failure. The in-floor heating is required only during the winter months and therefore this boiler must be replaced prior to the fall of 2026. It is recommended to fund this project from operations.

### **9. Didsbury Memorial Complex Public Wi-Fi Installation Project - \$10,000 increase to revenues from taxes**

This project includes the installation of Public Wi-Fi throughout the Didsbury Memorial Complex Arena, MPR, Curling Rink and Pool areas. In past years this service was provided free of charge from #Telus. However the free public Wi-Fi service terminated in 2025. Since then Administration has recognized a need from the public for the service. It is estimated that this will have a one-time cost of \$10,000 for hardware and installation. There is no upgrade to the internet service required for the building, therefore the ongoing operating cost is not impacted. It is recommended that this project be funded from operations.

The total of the changes listed above is a decrease to the budget approved in December of \$9,983 to revenues from taxes. It would bring total revenues before revenues from taxes to \$7,911,195, total expenses to \$13,320,077 and net municipal taxes to \$5,408,882.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Overall, the amended operating budget proposes a decrease to the revenues from taxes compared to 2025 totalling \$37,068 or 0.7%.

The tax rate impact is discussed in the Tax Rate Bylaw item in this agenda package.

The 2026 amended operating budget by object and by department is attached for Council's review. The impact of the amendments outlined above are shown in a separate column.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION

To approve the 2026 Amended Operating Budget with total revenues before taxes of \$7,911,195 and total expenditures of \$13,320,077, and with revenues from taxes required of \$5,408,882.

# 2026 CONSOLIDATED OPERATING BUDGET

Object Code Consolidated Budget	2025 Approved	2026 Approved	Proposed Amendments	2026 Amended	2025 - 2026 Variance
<b>Budgeted Revenues</b>					
Utility User Charges	\$ 3,668,414	\$ 3,877,361	\$ 15,000	\$ 3,892,361	\$ 223,947 6.1%
Government Operating Grants	1,460,428	1,321,857	-	1,321,857	(138,571) -9.5%
Sales & User Fees	1,326,532	1,156,519	13,500	1,170,019	(156,513) -11.8%
Lot Sales	278,163	74,498	-	74,498	(203,665) -73.2%
Franchise Fees	925,000	925,000	-	925,000	- 0.0%
Penalties	98,000	100,000	-	100,000	2,000 2.0%
Fines	25,000	50,000	-	50,000	25,000 100.0%
Licence Fees	63,000	22,000	-	22,000	(41,000) -65.1%
Permit Fees	155,500	116,000	-	116,000	(39,500) -25.4%
Investment Income	80,000	55,000	-	55,000	(25,000) -31.3%
Other Revenue	58,600	53,500	22,500	76,000	17,400 29.7%
Transfers From Reserves	194,000	81,500	26,960	108,460	(85,540) -44.1%
<b>Total Budgeted Revenues</b>	<b>\$ 8,332,637</b>	<b>\$ 7,833,235</b>	<b>\$ 77,960</b>	<b>\$ 7,911,195</b>	<b>\$ (421,442) -5.1%</b>
<b>Budgeted Expenditures</b>					
Salaries, Wages & Benefits	\$ 4,929,536	\$ 4,877,254	\$ (55,403)	4,821,851	\$ (107,685) -2.2%
Training, Conferences and Travel	151,190	155,426	6,500	161,926	\$ 10,736 7.1%
Memberships	27,824	32,713	-	32,713	\$ 4,889 17.6%
Advertising and Printing	100,950	85,550	(6,150)	79,400	\$ (21,550) -21.3%
Professional Services	302,000	226,270	-	226,270	\$ (75,730) -25.1%
Contracted Services	936,144	823,287	69,180	892,467	\$ (43,677) -4.7%
Contracted Municipal Policing	701,873	748,914	-	748,914	\$ 47,041 6.7%
Telecommunications	341,735	269,705	(4,830)	264,875	\$ (76,860) -22.5%
General Supplies	466,359	492,250	19,200	511,450	\$ 45,091 9.7%
Cost of Water	1,180,725	1,260,463	-	1,260,463	\$ 79,738 6.8%
Repairs and Maintenance	719,480	815,000	-	815,000	\$ 95,520 13.3%
Utilities	885,880	864,150	-	864,150	\$ (21,730) -2.5%
Insurance	233,997	259,384	3,000	262,384	\$ 28,387 12.1%
Leases	46,972	47,697	-	47,697	\$ 725 1.5%
Bank Charges	15,000	21,750	480	22,230	\$ 7,230 48.2%
Write Off	3,250	-	-	-	\$ (3,250) -100.0%
Interest on Long Term Debt	116,186	183,540	-	183,540	\$ 67,354 58.0%
Long Term Debt Repaid	663,803	443,093	-	443,093	\$ (220,710) -33.2%
Grants and Payments to Organizations	534,008	497,546	-	497,546	\$ (36,462) -6.8%
Transfers to Capital	26,500	36,108	36,000	72,108	\$ 45,608 172.1%
Transfers to Reserve	1,395,175	1,112,000	-	1,112,000	(283,175) -20.3%
<b>Total Budgeted Expenditures</b>	<b>\$ 13,778,587</b>	<b>\$ 13,252,100</b>	<b>\$ 67,977</b>	<b>\$ 13,320,077</b>	<b>\$ (458,510) -3.3%</b>
<b>Municipal Tax Levy Required</b>	<b>\$ 5,445,950</b>	<b>\$ 5,418,865</b>	<b>\$ (9,983)</b>	<b>\$ 5,408,882</b>	<b>\$ (37,068) -0.7%</b>

# 2026 CONSOLIDATED OPERATING BUDGET

Costing Center Consolidated Budget	2025 Approved	2026 Approved	Proposed Amendments	2026 Amended	2025 - 2026 Variance	
<b>Budgeted Revenues</b>						
Council	\$ 65,000	\$ 30,000	\$ -	\$ 30,000	\$ (35,000)	-53.8%
General Municipal Revenue	1,106,000	1,079,100	-	1,079,100	(26,900)	-2.4%
General Government	302,500	287,900	-	287,900	(14,600)	-4.8%
RCMP	396,144	338,144	-	338,144	(58,000)	-14.6%
Fire Department	328,332	326,119	-	326,119	(2,213)	-0.7%
Municipal Enforcement	26,500	48,000	-	48,000	21,500	81.1%
FCSS	181,859	191,860	-	191,860	10,001	5.5%
DOSCA	229,100	-	-	-	(229,100)	-100.0%
Didsbury Neighborhood Place	34,600	31,500	-	31,500	(3,100)	-9.0%
Arena	453,513	457,330	-	457,330	3,817	0.8%
Aquatics	482,313	499,530	-	499,530	17,217	3.6%
Curling Rink	49,500	44,800	-	44,800	(4,700)	-9.5%
MPR	17,000	19,000	-	19,000	2,000	11.8%
Train Station	10,600	14,000	-	14,000	3,400	32.1%
Memorial Complex	10,000	10,000	-	10,000	-	0.0%
Roads and Streets	122,100	130,200	-	130,200	8,100	6.6%
Parks	28,599	26,593	-	26,593	(2,006)	-7.0%
Campground	75,000	60,000	-	60,000	(15,000)	-20.0%
Cemetery	26,400	25,900	-	25,900	(500)	-1.9%
Water Utility	2,420,808	2,630,810	-	2,630,810	210,002	8.7%
Wastewater Utility	751,546	763,555	-	763,555	12,009	1.6%
Solid Waste Utility	522,560	497,496	15,000	512,496	(10,064)	-1.9%
Planning and Development	252,000	126,000	-	126,000	(126,000)	-50.0%
Economic Development	42,500	500	-	500	(42,000)	-98.8%
Subdivision	278,163	74,498	-	74,498	(203,665)	-73.2%
Library	120,000	120,400	-	120,400	400	0.3%
Special Event	-	-	62,960	62,960	62,960	-
<b>Total Budgeted Revenues</b>	<b>\$ 8,332,637</b>	<b>\$ 7,833,235</b>	<b>\$ 77,960</b>	<b>\$ 7,911,195</b>	<b>\$ (421,442)</b>	<b>-5.1%</b>

# 2026 CONSOLIDATED OPERATING BUDGET

Costing Center Consolidated Budget	2025 Approved	2026 Approved	Proposed Amendments	2026 Amended	2025 - 2026 Variance
<b>Budgeted Expenditures</b>					
Council	\$ 331,976	\$ 318,241	\$ -	\$ 318,241	\$ (13,735) -4.1%
Election Costs	18,000	-	-	-	\$ (18,000) -100.0%
General Government	774,434	768,812	-	768,812	\$ (5,622) -0.7%
Communications	142,619	144,082	-	144,082	\$ 1,463 1.0%
RCMP	978,843	925,134	-	925,134	\$ (53,709) -5.5%
Fire Department	728,164	752,237	-	752,237	\$ 24,073 3.3%
Municipal Enforcement	357,775	372,238	-	372,238	\$ 14,463 4.0%
Emergency Management	40,036	36,430	-	36,430	\$ (3,606) -9.0%
FCSS	242,554	239,562	-	239,562	\$ (2,992) -1.2%
DOSCA	229,100	-	-	-	\$ (229,100) -100.0%
Didsbury Neighborhood Place	34,600	31,500	-	31,500	\$ (3,100) -9.0%
Arena	829,351	820,022	(24,000)	796,022	\$ (33,329) -4.0%
Aquatics	903,494	930,038	50,000	980,038	\$ 76,544 8.5%
Curling Rink	195,537	198,312	-	198,312	\$ 2,775 1.4%
MPR	47,559	39,701	-	39,701	\$ (7,858) -16.5%
Train Station	70,726	69,989	-	69,989	\$ (737) -1.0%
Memorial Complex	225,155	238,829	10,000	248,829	\$ 23,674 10.5%
Other community facilities	20,330	19,830	-	19,830	\$ (500) -2.5%
Roads and Streets	2,024,143	1,909,471	12,000	1,921,471	\$ (102,672) -5.1%
Parks	321,359	225,283	-	225,283	\$ (96,076) -29.9%
Campground	80,722	58,282	16,222	74,504	\$ (6,218) -7.7%
Cemetery	65,110	54,896	-	54,896	\$ (10,214) -15.7%
Water Utility	2,420,808	2,630,810	-	2,630,810	\$ 210,002 8.7%
Wastewater Utility	751,546	763,555	-	763,555	\$ 12,009 1.6%
Solid Waste Utility	522,560	497,496	15,000	512,496	\$ (10,064) -1.9%
Planning and Development	541,152	540,593	-	540,593	\$ (559) -0.1%
Economic Development	221,322	199,452	(74,205)	125,247	\$ (96,075) -43.4%
Subdivision	278,163	74,498	-	74,498	\$ (203,665) -73.2%
Museum	38,090	38,938	-	38,938	\$ 848 2.2%
Library	343,359	353,869	-	353,869	\$ 10,510 3.1%
Special Event	-	-	62,960	62,960	62,960 -
<b>Total Budgeted Expenditures</b>	<b>\$ 13,778,587</b>	<b>\$ 13,252,100</b>	<b>\$ 67,977</b>	<b>\$ 13,320,077</b>	<b>\$ (458,510) -3.3%</b>
<b>Municipal Tax Levy Required</b>	<b>\$ 5,445,950</b>	<b>\$ 5,418,865</b>	<b>\$ (9,983)</b>	<b>\$ 5,408,882</b>	<b>\$ (37,068) -0.7%</b>



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: 2026 Amended Capital Budget  
ORIGINATING DEPARTMENT: Corporate Services  
ITEM: 7.2

---

### BACKGROUND/PROPOSAL:

Council approved the 2026 Capital Budget at the Regular Council Meeting on December 15, 2025 which included 12 capital projects for a value of \$1,314,000 and funded from a variety of operations, reserves and grants.

Since the capital budget was approved, three additional projects at the Didsbury Memorial Complex and one related to the Didsbury Golf Club have come to the forefront requiring attention.

1. Didsbury Aquatic Centre Boiler Replacement (In-Floor Heating) - \$26,000  
This project includes the replacement of the boiler that operates the in-floor heating system at the Didsbury Aquatic Centre. In late February, the heat exchanger in the boiler cracked after freezing winds caused an HVAC system failure. The in-floor heating is required only during the winter months and therefore this boiler must be replaced prior to the fall of 2026. It is recommended to fund this project from operations.
2. Didsbury Aquatic Centre Hot Water Tank Replacements (2) - \$50,000  
This project includes the replacement of two hot water tanks which provide hot water to the change room showers and sinks at the Didsbury Aquatic Centre. These tanks were damaged on April 10, 2026 during a small, localized fire, necessitating their replacement. The replacement tanks will be indirect hot water tanks, offering high efficiency, lower maintenance costs, safety, and an estimated lifespan of 15-20 years. It is recommended to fund this project from the Didsbury Memorial Complex Reserve.
3. Didsbury Memorial Complex Public Wi-Fi Installation Project - \$10,000  
This project includes the installation of Public Wi-Fi throughout the Didsbury Memorial Complex Arena, MPR, Curling Rink and Pool areas. In past years this service was provided free of charge from Telus. However the free public Wi-Fi service terminated in 2025. Since then Administration has recognized a need from the public for the service. It is estimated that this will have a one-time cost of \$10,000 for hardware and installation. There is no upgrade to the internet service required for the building, therefore the ongoing operating cost is not impacted. It is recommended to fund this project from operations.
4. Didsbury Golf Club Sanitary Sewer Connection - \$140,000  
Council was asked to consider an additional project for 2026 by the Didsbury Golf Course for a sanitary service connection. The project scope includes the installation of a small tank, effluent pump, controls, communication system between components, and a force main which will connect to the municipal gravity collection system. There are no reserve funds specifically for the Didsbury Golf Club lands and therefore it is recommended that the project is funded from Council's Strategic Initiative and Contingency Reserve.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

Administration is also noting a change to the Didsbury Arena Boiler and Water Storage Replacement project as outlined in the Business section of this Regular Council Meeting agenda package. The value of this project is significantly lower than projected and the Town was successful in its grant application for the Municipal Climate Change Action Centre grant for 50% of the project costs, thus reducing the draw on the reserve fund.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The 2026 Amended Capital Budget totals an amount of \$1,415,000 and is funded from the following sources:

- \$72,108 from Operations;
- \$140,000 from the Strategic Initiative and Contingency Reserve;
- \$108,000 from the Water Reserve;
- \$92,000 from the Wastewater Reserve;
- \$130,000 from the O&M Vehicle & Equipment Reserve;
- \$130,074 from the Didsbury Memorial Complex Reserve;
- \$65,000 from the Roads and Sidewalks Reserve;
- \$525,000 from the Canada Community Building Fund Grant;
- \$91,000 from the Municipal Climate Change Action Centre Grant;
- \$61,818 from Mountain View County Shared Facility Capital Funding.

Administration is proposing that Council approve the amended 2026 capital budget as presented.

A summary of the amended 2026 capital budget is attached for Council's review.

### ALIGNMENT WITH STRATEGIC PLAN

#### 1. Strategically Managed Infrastructure

### RECOMMENDATION

To adopt the amended 2026 Capital Budget as presented, totalling an estimated amount of \$1,415,000 and funded from the following sources: Operations (\$72,108), Reserves (\$665,074), Provincial Grants (\$525,000) and Other Grants (\$152,819).

# 2026 Capital Budget Summary

Description	Budget	Operating Budget	Reserve	Provincial Grants	Other Grants
VM Server Upgrade	\$32,000	\$32,000	-	-	-
2026 Roadworks Program	\$425,000	-	-	\$425,000	-
23 St Road & Rail Upgrades	\$100,000	-	-	\$100,000	-
21 Ave Extension	\$200,000	-	\$200,000	-	-
DMC Pedestrian Connectivity	\$65,000	-	\$65,000	-	-
Lawn Mower - Large Capacity	\$105,000	-	\$105,000	-	-
Lawn Mower - Zero Turn	\$25,000	-	\$25,000	-	-
<i>Didsbury Memorial Complex Projects</i>					
LED Lighting Upgrade	\$45,000	-	\$15,403	\$22,500	\$7,097
Boiler & Water Tank Repl. (Arena)	\$125,000	-	\$42,788	-	\$82,212
Changeroom Upgrades	\$30,000	-	\$20,538	-	\$9,462
Waterslide Tower Retrofit	\$25,000	-	\$17,115	-	\$7,885
Public Wi-Fi Installation	\$10,000	\$10,000	-	-	-
Boiler Replacement (Pool)	\$26,000	\$26,000	-	-	-
Hot Water Tank Repl. (Pool)	\$50,000	-	\$34,230	-	\$15,770
<i>Library Projects</i>					
LED Lighting Upgrade	\$12,000	\$4,108	-	\$6,000	\$1,892
<i>Didsbury Golf Club Projects</i>					
Sanitary Sewer Connection	\$140,000	-	\$140,000	-	-
<b>TOTAL</b>	<b>\$1,415,000</b>	<b>\$72,108</b>	<b>\$665,074</b>	<b>\$553,500</b>	<b>\$124,318</b>



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: Land Use Amending Bylaw 2026-09  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 8.1

---

### BACKGROUND/PROPOSAL:

Bylaw 2026-09 would redesignate the northern portion of 1000 Shantz Drive from C1: Commercial District to RC2: Residential/Commercial District – High Density.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Having heard the public hearing on the bylaw earlier in the agenda, if Council is satisfied with the outcome of the public hearing, they may grant second and third reading to Bylaw 2026-09.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION *(two motions)*

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

**AND**

That Council grant third and final reading to Land Use Amending Bylaw 2026-09.

**TOWN OF DIDSBURY**  
**Land Use Amending Bylaw 2026-09**

---

**BEING A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA, TO AMEND THE LAND USE BYLAW 2019-04.**

**WHEREAS**, section 640(1) of the *Municipal Government Act*, R.S.A 2000 c. M-26, and any amendment thereto, requires that every municipality pass a land use bylaw; and

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

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

**Short Title**

1. This Bylaw may be cited and referred to as “Land Use Amending Bylaw 2026-09”

**General Provisions**

2. Bylaw 2019-04, being the Land Use Bylaw of the Town of Didsbury, is hereby amended as follows:
  - 2.1. Schedule A of this bylaw shall amend Appendix A of Land Use Bylaw 2019-04 to redesignate the northern portion of 100 Shantz Drive from C1: Commercial District – General to RC2: Residential/Commercial District – High Density

**Transitional**

3. This Bylaw comes into full force and effect upon third reading of the bylaw and being duly signed.

Read a first time this 24<sup>th</sup> day of March, 2026

Read a second time this \_\_\_ day of \_\_\_\_\_, 2026

Read a third and final time this \_\_\_ day of \_\_\_\_\_, 2026

Signed on this \_\_\_ day of \_\_\_\_\_, 2026

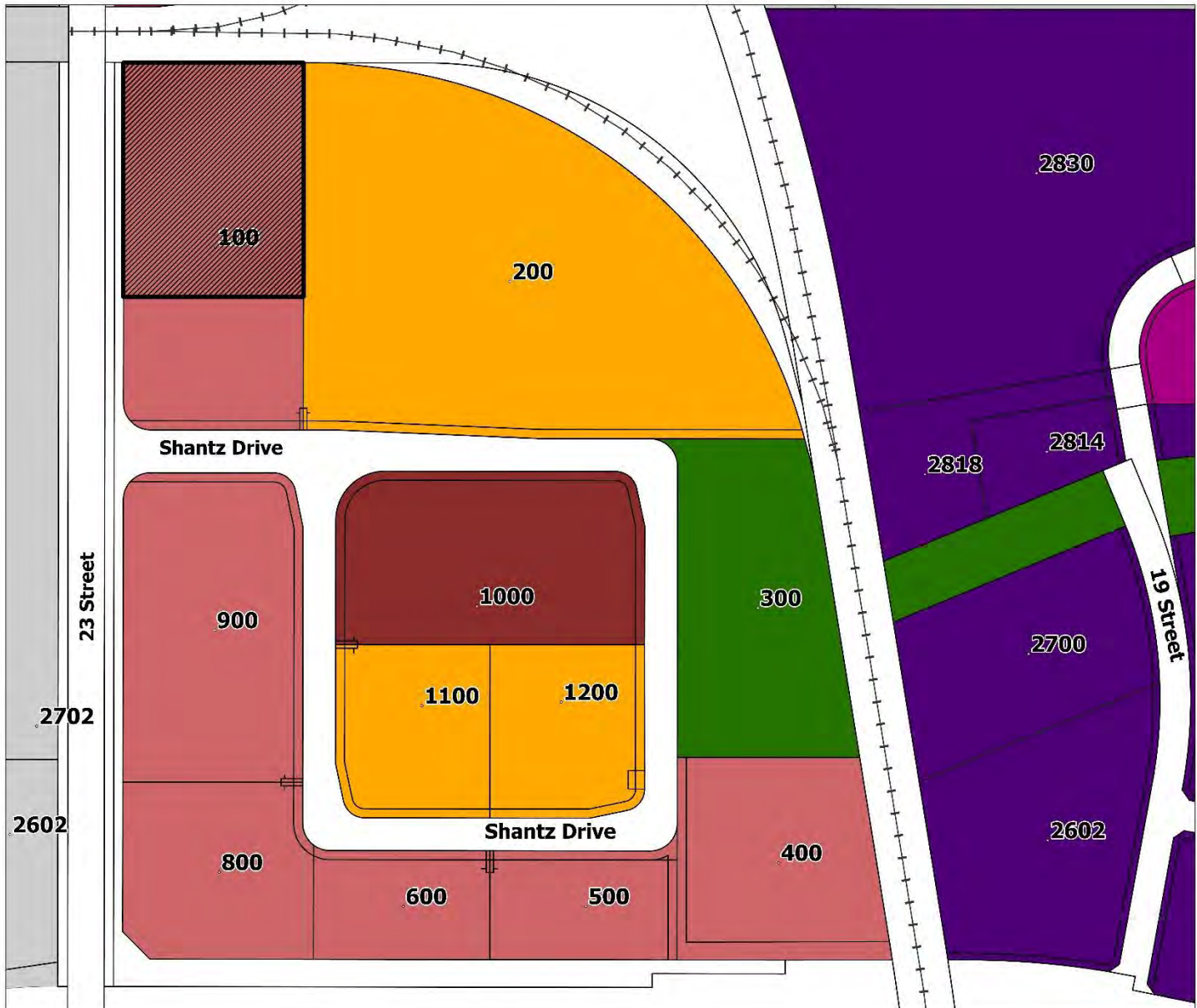
---

Mayor – Chris Little

---

Chief Administrative Officer – Michael Simpson

Schedule A



**Town of Didsbury**

**Land Use Amending Bylaw  
Bylaw 2026-09**

**Legend**

 C1 to RC2  
Bylaw 2026-09

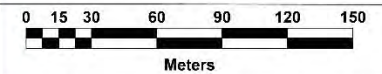
**Land Use Zone**

-  C1
-  R5
-  DC
-  RC2
-  I2
-  UR
-  MR (REC)

Date: March 2026  
 Author: SC  
 Scale: 1:938  
 Coordinate System: NAD 1983 3TM 114  
 Data Sources: Town of Didsbury & Altalis



This map is for reference use only.  
 The Town of Didsbury makes every effort to ensure the accuracy and completeness of the information provided; however, no guarantee is made. Users are responsible for verifying all information before use. The Town of Didsbury is not liable for any errors or omissions.





## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 14, 2026  
SUBJECT: Tax Rate Bylaw 2026-10  
ORIGINATING DEPARTMENT: Corporate Services  
ITEM: 8.2

---

### **BACKGROUND/PROPOSAL:**

Section 353(1) of the *Municipal Government Act* states that, “council must pass a property tax bylaw annually.” The property tax bylaw authorizes Council to impose a tax in respect of property in the Town of Didsbury to raise revenue to be used toward payment of expenditures and transfers set out in Didsbury’s approved budget and requisitions from Alberta Education, Mountain View Seniors’ Housing, and Designated Industrial Property.

Tax Rate Bylaw 2026-10 is being presented to Council for all three readings. Once the bylaw is passed, tax notices will be prepared and sent to property owners.

The tax rate is the percentage of assessed value at which each property is taxed in a municipality. Assessment notices outlining each property’s assessed value were sent in early February, with a final complaint date of April 13, 2026. The tax rate is calculated by dividing the amount of property tax revenue (total revenue less all other sources of revenue) required, outlined in the approved operating budget, by the total assessment of all properties on which that tax rate is to be imposed. In the budget the property tax revenue can also be known as “net municipal tax” or “revenues from taxes.”

### **Municipal Property Tax**

The 2026 operating budget outlines the requirement for revenues from taxes of \$5,408,882. This is a spending decrease compared to 2025 of \$37,068 or 0.7%.

In addition to the municipal portion of taxes, the Town collects taxes on behalf of other parties. These are Education Property Tax, Seniors Housing Property Tax and Designated Industrial Property (DIP) Tax.

### **Education Property Tax**

Education property tax is a provincial tax used to help fund the K-12 education system. This tax is collected by the Town of Didsbury and therefore appears on your municipal tax bill. However, the money goes to the Government of Alberta. The Town of Didsbury has no control over the amount of education property taxes.

In 2025, the Government of Alberta increased its education property tax by 14.3 percent and in 2026 it will be increased by an additional 15% overall. The impact to individual communities and property owners will vary.

The total education property tax requisition for the Town of Didsbury for 2026 is \$2,351,746, compared to \$2,094,437 in 2025, an increase of \$257,309 (12%).



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

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

The average *residential* property in the Town of Didsbury is approximately \$364,000, compared to \$327,000 in the previous year. Based on current estimates, the owner of an average residential property will see an increase from last year of approximately 12%, or \$101.

The average *non-residential* property in the Town of Didsbury is approximately \$517,000, compared to \$495,000 in the previous year. Based on current estimates, the owner of an average non-residential property will see an increase from last year of approximately 9%, or \$166.

**Mountain View Seniors Housing (MVSH) Property Tax**

The requisition for MVSH has also increased compared to the 2025 year. However the total requisition is much lower than that of Education Property Tax, so the impact is lower on property owners.

The total MVSH property tax requisition for the Town of Didsbury in 2026 is \$297,421 compared to \$283,573 in 2025, an increase of \$13,848 (4%).

**Designated Industrial Property (DIP) Tax**

The requisition for DIP is less than \$800 and increased slightly over the previous year. Very few properties in Didsbury pay DIP tax.

**Minimum Tax**

Council may, by bylaw, set a minimum tax to account for the costs related to assessment and taxation administrative processes. The bylaw is proposing a minimum municipal tax of \$90 (2025 - \$85). This will impact approximately 20 properties in Didsbury.

**Maximum Tax Ratio**

Council may choose different rates for each assessment class and sub-class. However the highest tax rate must not be more than 5 times the lowest tax rate.

**Tax Split**

In setting the tax rate, Council must decide what portion of the municipal tax revenues shall be paid by residential properties versus non-residential properties. In 2025 the split was 84.9% residential and 15.1% non-residential. Based on 2025 rates, the Town of Didsbury has the lowest tax rate ratio splits in the region and overtime Council may consider increasing slowly increasing the impact on non-residential properties over time, and naturally this will increase as investment in non-residential occurs.

Municipal Mill Rate Comparison (2025)			
Municipality	Non-Residential (NR)	Residential (R)	NR:R Split
Carstairs	8.669	5.656	1.5
Cremona	13.931	8.667	1.6
Didsbury	8.669	6.763	1.3
Olds	8.801	5.828	1.5
Sundre	10.961	7.235	1.5
Average	10.064	6.096	1.9



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

### Impact on Property Owners

Based on the budgeted revenues from taxes and the same tax ratio as the 2025 year, the residential tax rate will be set at 0.006012 (2025 – 0.006763) and the non-residential municipal tax rate will be set at 0.008117 (2025 - 0.008669).

An average residential property would see a reduction to municipal taxes of \$22 per year, an increase to school taxes of \$101 per year and an increase to seniors housing taxes of \$6 per year for a net increase of \$85 per year.

An average non-residential property would see a reduction to municipal taxes of \$98 per year, an increase to school taxes of \$166 per year and a reduction to senior housing taxes of \$3 per year for a net increase of \$65 per year.

Please note this information is only a guideline and will differ based on the property itself and how much the assessed value changed year to year.

The tax impact on a cross-section of individual residential and non-residential property owners compared to 2025 is also attached for Council's information.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The tax rate bylaw is guided by assessment values and calculations of the tax rate based on budget. Council can only impact those rates by changing the split between the various assessment classes, or changing the budgeted revenues from taxes. The bylaw is attached for Council's review.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION *(four motions)*

That Council grant first reading to the 2026 Tax Rate Bylaw 2026-10.

**AND**

That Council grant second reading to the 2026 Tax Rate Bylaw 2026-10.

**AND**

That Council grant unanimous consent to proceed to third reading of 2026 Tax Rate Bylaw 2026-10.

**AND**

That Council grant third and final reading to the 2026 Tax Rate Bylaw 2026-10.

**TOWN OF DIDSBURY  
BYLAW NO. 2026-10  
2026 TAX RATE BYLAW**

---

**A BYLAW OF THE TOWN OF DIDSBURY TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF DIDSBURY FOR THE 2026 TAXATION YEAR.**

**WHEREAS**, pursuant to section 353 of the *Municipal Government Act*, R.S.A. 2000, c.M-26 (the “MGA”) Council must pass a property tax bylaw annually authorizing Council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of the expenditures and transfers as set out in the budget of the municipality, and the requisitions;

**WHEREAS**, section 297 of the MGA allows Council to divide the residential and non-residential assessment classes into sub-classes;

**WHEREAS**, section 369 of the MGA provides that Council must pass a supplementary property tax bylaw to authorize the levying of supplementary property tax in respect for which supplementary assessments have been made;

**WHEREAS**, pursuant to section 369.1 of the MGA Council has passed the Supplementary Assessments Bylaw, a continuous bylaw for supplementary assessment and taxation;

**WHEREAS**, pursuant to section 357(1) of the MGA the tax rate bylaw may specify a minimum amount payable as property tax;

**WHEREAS**, the assessed value of all taxable property in the Town of Didsbury as shown on the assessment roll is:

Residential	\$ 746,772,770
Farmland	\$ 7,184,100
Vacant Residential	\$ 9,871,830
Non-Residential	\$ 99,072,460
Vacant Non-Residential	\$ 1,354,100
Machinery and Equipment	\$ 196,700
<b>Total Assessment</b>	<b>\$ 864,451,960</b>

**WHEREAS**, the Town of Didsbury has prepared and adopted detailed estimates of the municipal revenue and expenditures as required, at the Council meeting held on April 28, 2026;

**WHEREAS**, the estimated municipal expenditures and transfers set out in the 2026 budget for the Town of Didsbury total \$13,320,077;

**WHEREAS**, the estimated municipal revenues from all sources other than taxation is estimated at \$7,911,195 and the balance of \$5,408,882 is to be raised by general municipal taxation;

**AND WHEREAS**, the requisitions pursuant to section 359(1) are:

Education	\$ 2,351,746
Mountain View Seniors Housing	\$ 297,421
Designated Industrial Property	\$ 730

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

**PART 1 – TITLE, PURPOSE AND DEFINITIONS**

**1. Title**

1.1. This bylaw may be referred to as the “2026 Tax Rate Bylaw”.

**2. Purpose**

2.1. The purpose of this bylaw is to authorize the levying of a tax upon all taxable property shown on the assessment roll and a supplementary property tax in respect for which supplementary assessment roll has been prepared.

**3. Definitions**

3.1. In this bylaw, unless the context otherwise requires, definitions in the Act shall apply.

- a) **Vacant Non-Residential** means a sub-class of property classified as Class 2 – non-residential, as set out in Section 297 of the MGA, that contains vacant non-residential land held for the development of non-residential property.
- b) **Vacant Residential** means a sub-class of property classified as Class 1 – residential, as set out in Section 297 of the MGA, that contains vacant residential land held for the development of residential property.

**PART II - ASSESSMENT CLASSES AND TAX RATES**

**4. Assessment Classes and Sub-Classes**

4.1. For the purpose of the 2026 tax levy and supplementary tax levy, all assessed property within the Town of Didsbury is hereby divided into one of the following assessment classes and subclasses:

- a) Residential
  - i. Vacant Residential
- b) Non-Residential
  - i. Vacant Non-Residential
- c) Farmland
- d) Machinery and Equipment

**5. Allowance for Non-collection of Taxes**

5.1. Pursuant to Section 359(2) of the MGA, for the 2026 tax levy and supplementary tax levy there may be an allowance for the non-collection of taxes at a rate not exceeding the actual rate of taxes uncollected from the previous year’s tax levy as determined at the end of the year.

**6. Levy of Tax Rates**

6.1. The Chief Administrative Officer is hereby authorized to levy the tax rates set out in Schedule “A” on the assessed value of all taxable property shown on the current assessment roll and supplementary assessment roll and classified according to this bylaw.

6.2. Schedule “A”, attached hereto shall form part of this bylaw.

**PART IV – GENERAL**

**7. Minimum Tax**

7.1. That the minimum amount payable per tax roll as property tax for general municipal purposes shall be \$90.00.

**8. Effective Date**

8.1. This bylaw comes into force on the day it is passed.

Read a first time on this \_\_\_ day of \_\_\_\_\_, 2026.

Read a second time on this \_\_\_ day of \_\_\_\_\_, 2026.

Granted unanimous consent to proceed to third reading on this \_\_\_ day of \_\_\_\_\_, 2026.

Read a third and final time on this \_\_\_ day of \_\_\_\_\_, 2026.

Signed on this \_\_\_ day of \_\_\_\_\_, 2026

---

Mayor – Chris Little

---

Chief Administrative Officer – Michael Simpson

BYLAW 2026-10  
SCHEDULE "A"  
TAX RATES

**2026 MUNICIPAL TAX RATES**

Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Residential	\$ 4,489,601	\$ 746,772,770	0.006012
Farmland	\$ 43,191	\$ 7,184,100	0.006012
Vacant Residential	\$ 59,349	\$ 9,871,830	0.006012
Non-Residential	\$ 804,154	\$ 99,072,460	0.008117
Vacant Non-Residential	\$ 10,991	\$ 1,354,100	0.008117
Machinery & Equipment	\$ 1,596	\$ 196,700	0.008117
<b>TOTAL TAX LEVY</b>	<b>\$ 5,408,882</b>	<b>\$ 864,451,960</b>	

**2026 EDUCATION TAX RATES**

(Requisitions by Alberta School Foundation and Red Deer Catholic Region)

Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Residential/Farmland	\$ 1,955,258	\$ 763,828,700	0.00256
Non-Residential	\$ 394,648	\$ 98,830,190	0.00399
<b>TOTAL TAX LEVY</b>	<b>\$ 2,349,906</b>	<b>\$ 862,658,890</b>	
Includes an Over Levy	\$ 1,840		

**2026 MANAGEMENT BODIES TAX RATES**

(Requisitions by Mountain View Seniors' Housing)

Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Residential/Farmland	\$ 262,771	\$ 763,828,700	0.000344
Non-Residential	\$ 34,067	\$ 99,026,890	0.000344
<b>TOTAL TAX LEVY</b>	<b>\$ 296,838</b>	<b>\$ 862,855,590</b>	
Includes an Over Levy	\$ 583		

**2026 DESIGNATED INDUSTRIAL PROPERTY REQUISITION TAX RATE**

(Property assessment and tax rate are set by the Provincial Assessor)

Assessment Class	Tax Levy	Taxable Assessment	Tax Rate
Non-Residential	\$ 758	\$ 10,025,890	0.0000728
<b>TOTAL TAX LEVY</b>	<b>\$ 758</b>	<b>\$ 10,025,890</b>	

Tax Split 84.9% Residential; 15.1% Non-Residential  
 Tax rate: 0.006012 Residential; 0.008117 Non-Residential

	Assessment					Municipal Taxes					Education Property Taxes					Seniors Housing Requisition					Overall Change	
	2025	2026	\$ Increase	% Increase	2025	2026	\$ Increase			2025	2026	\$ Increase			2025	2026	\$ Increase			\$ Increase per year	\$ Increase per month	
							per year	per month	%			per year	per month	%			per year	per month	%			
RESIDENTIAL	House 1	192,990	212,400	19,410	10.1%	1,305	1,277	\$ (28)	\$ (2)	-2.2%	490	544	\$ 53	\$ 4	10.9%	70	73	\$ 3	\$ 0	3.9%	\$ 28	\$ 2
	House 2	230,000	283,800	53,800	23.4%	1,555	1,706	\$ 151	\$ 13	9.7%	584	726	\$ 142	\$ 12	24.3%	84	98	\$ 14	\$ 1	16.5%	\$ 307	\$ 26
	House 3	293,330	320,000	26,670	9.1%	1,984	1,924	\$ (60)	\$ (5)	-3.0%	745	819	\$ 74	\$ 6	9.9%	107	110	\$ 3	\$ 0	3.0%	\$ 17	\$ 1
	House 4	324,980	350,900	25,920	8.0%	2,198	2,110	\$ (88)	\$ (7)	-4.0%	826	898	\$ 72	\$ 6	8.8%	118	121	\$ 2	\$ 0	1.9%	\$ (13)	\$ (1)
	House 5	385,540	431,000	45,460	11.8%	2,607	2,591	\$ (16)	\$ (1)	-0.6%	980	1,103	\$ 124	\$ 10	12.6%	140	148	\$ 8	\$ 1	5.5%	\$ 115	\$ 10
	House 6	480,010	528,900	48,890	10.2%	3,246	3,180	\$ (66)	\$ (6)	-2.0%	1,220	1,354	\$ 134	\$ 11	11.0%	175	182	\$ 7	\$ 1	4.0%	\$ 75	\$ 6
	House 7	620,610	658,800	38,190	6.2%	4,197	3,961	\$ (236)	\$ (20)	-5.6%	1,577	1,686	\$ 109	\$ 9	6.9%	226	227	\$ 1	\$ 0	0.2%	\$ (126)	\$ (11)
	House 8	825,490	843,600	18,110	2.2%	5,582	5,072	\$ (511)	\$ (43)	-9.1%	2,098	2,159	\$ 62	\$ 5	2.9%	301	290	\$ (11)	\$ (1)	-3.5%	\$ (460)	\$ (38)
	Avg Prop	326,776	363,974	37,198	11.4%	2,210	2,188	\$ (22)	\$ (2)	-1.0%	830	932	\$ 101	\$ 8	12.2%	119	125	\$ 6	\$ 1	5.2%	\$ 86	\$ 7
NON-RESIDENTIAL	Property 1	134,590	138,560	3,970	2.9%	1,167	1,125	\$ (42)	\$ (4)	-3.6%	516	553	\$ 37	\$ 3	7.3%	49	48	\$ (1)	\$ (0)	-2.8%	\$ (6)	\$ (0)
	Property 2	265,310	263,250	(2,060)	-0.8%	2,300	2,137	\$ (163)	\$ (14)	-7.1%	1,017	1,051	\$ 34	\$ 3	3.4%	97	91	\$ (6)	\$ (1)	-6.3%	\$ (135)	\$ (11)
	Property 3	379,510	386,000	6,490	1.7%	3,290	3,133	\$ (157)	\$ (13)	-4.8%	1,454	1,541	\$ 87	\$ 7	6.0%	138	133	\$ (5)	\$ (0)	-4.0%	\$ (75)	\$ (6)
	Property 4	406,480	455,130	48,650	12.0%	3,524	3,694	\$ 170	\$ 14	4.8%	1,558	1,817	\$ 260	\$ 22	16.7%	148	157	\$ 8	\$ 1	5.7%	\$ 439	\$ 37
	Property 5	506,790	518,850	12,060	2.4%	4,393	4,211	\$ (182)	\$ (15)	-4.1%	1,942	2,072	\$ 130	\$ 11	6.7%	185	178	\$ (6)	\$ (1)	-3.3%	\$ (58)	\$ (5)
	Property 6	666,620	688,130	21,510	3.2%	5,779	5,585	\$ (193)	\$ (16)	-3.3%	2,555	2,748	\$ 193	\$ 16	7.6%	243	237	\$ (6)	\$ (1)	-2.5%	\$ (7)	\$ (1)
	Property 7	947,690	984,640	36,950	3.9%	8,215	7,992	\$ (223)	\$ (19)	-2.7%	3,632	3,932	\$ 300	\$ 25	8.3%	345	339	\$ (7)	\$ (1)	-1.9%	\$ 70	\$ 6
	Property 8	1,327,540	1,355,560	28,020	2.1%	11,508	11,003	\$ (505)	\$ (42)	-4.4%	5,088	5,413	\$ 325	\$ 27	6.4%	484	466	\$ (17)	\$ (1)	-3.6%	\$ (198)	\$ (16)
	Avg Prop	495,263	516,826	21,563	4.4%	4,293	4,195	\$ (98)	\$ (8)	-2.3%	1,898	2,064	\$ 166	\$ 14	8.7%	180	178	\$ (3)	\$ (0)	-1.5%	\$ 65	\$ 5



# REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE:	April 28, 2026
SUBJECT:	Municipal Development Plan Amending Bylaw 2026-11
ORIGINATING DEPARTMENT:	Planning & Development
ITEM:	8.3

---

## BACKGROUND/PROPOSAL:

The Town of Didsbury growth and development patterns have evolved. A minor amendment to the Municipal Development Plan will support diverse development.

## DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The Live-Work Neighborhood Policy Area within the Municipal Development currently discusses industrial development, the proposed amendment will provide more diversity within this Policy Area. The following are the proposed amendments to this policy area. In red, strike-through text is what the current Policy Area states; the black, italicized text would replace the preceding text:

### 5.3 LIVE-WORK NEIGHORHOOD

~~These areas are intended to be mixed use areas and have typically been associated with Industrial uses and development, but the nature of industrial land use has changed. While industrial development fits within the area, the intent is to identify space for the growth and expansion of large employers.~~

~~Industrial uses vary from technology to the manufacturing of goods.~~

~~The nature of this type of land use requires access to major transportation corridors that have the capacity necessary to accommodate the traffic volumes generated by these types of businesses.~~

*While these sections have typically been associated with industrial development, the nature of industrial land use is evolving. These are now intended to be mixed-use areas. While industrial development remains appropriate, our primary intent is to identify space for the growth and expansion of large employers. Furthermore, this area is designed to support commercial development alongside moderate to high-density residential growth.*

*This type of land use pattern requires access to major transportation corridors with the capacity necessary to accommodate the traffic volumes generated by these types of businesses.*

### GOAL

~~Strengthen the tax base through efficient non-residential growth that contributes to fiscal stability. Strengthen the perception of Didsbury as a business friendly community.~~

*By prioritizing efficient mixed-use development including moderate-to-high-density residential growth, the Town can strengthen the tax base and contribute to long-term fiscal stability. These efforts will further reinforce Didsbury’s reputation as a business-friendly community.*



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

Insert additional Policy:

*5.3.5 Mixed-use developments and moderate to high-density residential multi-unit dwelling should be supported within this policy area.*

ALIGNMENT WITH STRATEGIC PLAN

3. Strong & Resilient Local Economy

5. Governance & Organizational Excellence

RECOMMENDATION *(two motions)*

That Council grant first reading to Municipal Development Plan Amending Bylaw 2026-11.

**AND**

To set **Tuesday, May 26, 2026** as the public hearing for Municipal Development Plan Amending Bylaw 2026-11.

TOWN OF DIDSBURY  
Municipal Development Plan Amending Bylaw  
2026-11

---

**BEING A BYLAW OF THE TOWN OF DIDSBURY, IN THE PROVINCE OF ALBERTA, TO AMEND THE MUNICIPAL DEVELOPMENT PLAN BYLAW 2024-12.**

**WHEREAS**, section 632(1) of the *Municipal Government Act*, R.S.A 2000 c. M-26, and any amendment thereto, requires that every municipality must, by bylaw, adopt a municipal development plan;

**WHEREAS**, the Council of the Town of Didsbury deems it necessary to amend Municipal Development Plan Bylaw 2024-12;

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

**Short Title**

1. This Bylaw may be cited and referred to as “MDP Amending Bylaw 2026-11”

**General Provisions**

2. Schedule A of Bylaw 2024-12, being the Municipal Development Plan of the Town of Didsbury, is hereby amended as follows:

- 2.1. Rescind Live-Work Neighbourhood summary and substitute with the following:

While these sections have typically been associated with industrial development, the nature of industrial land use is evolving. These are now intended to be mixed-use areas. While industrial development remains appropriate, our primary intent is to identify space for the growth and expansion of large employers. Furthermore, this area is designed to support commercial development alongside moderate to high-density residential growth.

This type of land use pattern requires access to major transportation corridors with the capacity necessary to accommodate the traffic volumes generated by these types of businesses.

- 2.2. Rescind the Goal of the Live-Work Neighbourhood and substitute with the following:

By prioritizing efficient mixed-use development including moderate-to-high-density residential growth, the Town can strengthen the tax base and contribute to long-term fiscal stability. These efforts will further reinforce Didsbury’s reputation as a business-friendly community.

- 2.3. Addition of new policy under the Live-Work Neighbourhood as follows:

5.3.5 Mixed-use developments and moderate to high-density residential multi-unit dwelling should be supported within this policy area.

**Transitional**

3. This Bylaw comes into full force and effect upon third reading of the bylaw and being duly signed.

Read a first time this \_\_ day of \_\_\_\_\_, 2026

Read a second time this \_\_ day of \_\_\_\_\_, 2026

Read a third and final time this \_\_ day of \_\_\_\_\_, 2026

Signed on this \_\_\_\_ day of \_\_\_\_\_, 2026

---

Mayor – Chris Little

---

Chief Administrative Officer – Michael Simpson



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: CS 003-26 – Community Grant Program Policy  
ORIGINATING DEPARTMENT: Community Services  
ITEM: 8.4

---

### BACKGROUND/PROPOSAL:

The Community Grant Program was established in 2021 as a means to offer Didsbury organizations and events modest financial support in consideration of their value within the community. The current program offers two streams of funding support – Community Grants which are provided monetarily, and Facility Discounts which are provided as credit to rentals of Town-owned facilities.

Policy CS 003-24 – Community Grant Program was updated in 2024, which added the requirement of non-profit status for applicants. Other minor changes were made to the policy at the same time. Administration has reviewed the policy again in 2026, and is proposing a complete update to the Community Grant Program, which is presented to Council for consideration.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

**Policy CS 003-26 – Community Grant Program (attached)** – This policy will govern funding applications only, and the following proposed updates include:

- Funding for program to be established from the previous years' operating budget surplus, to a maximum of \$28,000, or 10% of the total surplus, whichever is less. (The remaining \$2,000 is planned for Facility Discounts).
- Changes to eligibility of applicants, including the exclusion of those groups already receiving funding from the Town of Didsbury through other streams (Operational Grants, FCSS Grants), as well as those groups receiving non-cash support (no-cost leases)
- Adjustment of the operating cycle of the grant program to July 1 - June 30
- Inclusion of an Evaluation Matrix (Schedule B) to assist applicants in strengthening their applications, and to offer evaluators criteria by which to score the applications. Focuses in the matrix include: locality, quality of life enhancement, economic/tourism benefits, reduction in cost barriers for participation, and volunteerism.
- Strengthened final reporting requirements (Schedule C).

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION *(two motions)*

To rescind Policy CS 003-24 – Community Grant Program.

**AND**

To approve Policy CS 003-26 – Community Grant Program.



---

**Policy Statement:**

Success within our volunteer, community-based organizations and through our community events is fundamental in maintaining the high quality of life in Didsbury. Each year the Town of Didsbury receives requests for funding from community organizations and sponsorships of local event organizers. The objective of this governance policy is to provide a grant program that supports local organizations and events through a clear and equitable funding process

**1. General Guidelines**

- 1.1 Funding for organizations under this program is contingent on the approval of funds available through the previous years' operating budget surplus. The total funding allocated from the budget surplus will be a maximum of \$28,000, or 10% of the total surplus, whichever is less. The Community Grant fund allocation may vary from year-to-year, based on the surplus of funds from the previous year.
- 1.2 The funding cycle for Community Grants will be July 1 to June 30.
- 1.3 Town Council will make all funding decisions relative to Community Grants. The Community Grant Program will be administered by the Community Services department of the Town of Didsbury, which will oversee application intake, review for eligibility and presentation to Council.
- 1.4 There will be one (1) intake of grant applications per year, with a deadline of May 31. Applications will be accepted after the intake deadline, however funding will be contingent on Community Grant funds being available.
- 1.5 Groups may apply ONCE per funding cycle for Community Grant funding.
- 1.6 Organizations already receiving financial support from the Town of Didsbury, either cash or non-cash (no-cost leases, utilities, maintenance), will be ineligible for Community Grant funding.
- 1.7 Community Grant funding is a maximum of \$2,000 per year per organization.

**2. Application and Funding Guidelines**

- 2.1 All submissions for the Community Grant Program will be applied for using the Community Grant Application Form (Schedule A) and the Community Grant Funding Evaluation Form (Schedule B). Incomplete applications will not be considered.
- 2.2 Applying groups must be non-profit organizations who are registered and in good standing under one of the following acts:

**Provincial Legislation (Alberta):**

- *Agriculture Societies Act*
- *Companies Act, Part 9 (Non-profit companies)*
- *Societies Act of Alberta*

- *Special Act of the Alberta Legislature*

#### **Federal Legislation (Canada):**

- *Special Act of the Parliament of Canada*
- *Canada Not-for-Profit Corporations Act* and must be registered in Alberta under the Business Corporations Act
- *Income Tax Act of Canada* and operating in the Province of Alberta (charities)

2.3 Applications must be completed in advance of the specific project, program, event or service. Funding allocations under the Community Grant Program shall not be retroactive.

2.4 Priorities for Community Grant funds will include:

- 2.4.1 Didsbury-based programs, events and services
- 2.4.2 Applications that enhance the quality of life for Didsbury citizens
- 2.4.3 Applications that offer economic and tourism benefits to Didsbury
- 2.4.4 Applications that offer reduced costs to participants
- 2.4.5 Sponsorship of Didsbury events and programs

2.5 Community Grant Funds will not be used for facility costs (rent/mortgage, utilities, insurance, and taxes), human resource costs (wages, benefits) and vehicle-related costs.

2.6 All organizations and community event organizers that receive a grant will be required to acknowledge the Town of Didsbury as a contributor to their specific project, program, event or service through advertising, signage and/or event materials. Groups that receive funding and do not meet this requirement may be required to repay the Town of Didsbury and will be ineligible for future Community Grant considerations.

### **3. Community Grant Funding Requirements:**

3.1 Organizations may apply for a maximum of \$2,000 in Community Grant funds per year; however, full funding requests cannot be guaranteed. Funding will be distributed based on eligibility, the number of applications received, and the annual allocation, as set by Council.

3.2 A financial report must be submitted by June 30 in the funding cycle in which funding is received, detailing how funding was utilized as per the Community Grant Application, on the prescribed Community Grant Program Accounting Form (Schedule C). Groups that receive funding and do not meet this requirement will be ineligible for future Community Grant considerations.

3.3 Funding that is unspent within the year received must be returned to the Town of Didsbury by June 30 of the cycle that funding was received, unless other considerations have been approved.

### **4. End of policy**



**Schedule A  
COMMUNITY GRANT PROGRAM APPLICATION**

Name of Applicant:	
Non-Profit/Charitable Registration Number:	
Contact Person:	
Telephone:	
Mail Address and Civic Address:	
Email Address:	
Website (if applicable):	

**APPLICATION INFORMATION – Please provide answers to the questions below:**

1. Provide a description of your organization, its' goals and objectives.
  
2. Where is your organization located? What percentage of Town of Didsbury citizens make up your organization? What percentage are from other municipalities (Eg. Mountain View County, Town of Carstairs, etc.)
  
3. Describe the community/population that your organization serves.
  
4. Describe your organizations' specific project, program or service that Didsbury Community Grant funds have been applied for.



**SCHEDULE B – Community Grant Program  
Funding Evaluation**

DIDSBURY COMMUNITY GRANT – FUNDING EVALUATION	Yes	No	Score
<p>Are you a Didsbury-based organization/ event organizer? <b>Choose one</b></p> <p><input type="checkbox"/> Located within Town of Didsbury (+3)</p> <p><input type="checkbox"/> Located in Mountain View County, adjacent to Town of Didsbury (ICF boundaries) (+2)</p> <p><input type="checkbox"/> Located in Mountain View County, not adjacent to Town of Didsbury (+1)</p> <p><input type="checkbox"/> Located elsewhere (+0)</p>			/3
<p>Has the applying organization received financial support from the Town of Didsbury through other funding streams? <b>Choose one</b></p> <p><input type="checkbox"/> First time applying for a Didsbury Community Grant (+1)</p> <p><input type="checkbox"/> Didsbury Community Grant – previous years (+ 0)</p> <p><input type="checkbox"/> Didsbury Family &amp; Community Support Services Grant – If yes, application is <b>INELIGIBLE</b></p> <p><input type="checkbox"/> Town of Didsbury Operational Funding Grants – If yes, application is <b>INELIGIBLE</b></p>			/1
<p>Does this application enhance the quality of life for our citizens? <b>Choose one</b></p> <p><input type="checkbox"/> Community as a whole – everyone can benefit (+3)</p> <p><input type="checkbox"/> Targeted interests – some can benefit (+2)</p> <p><input type="checkbox"/> Specific interests – few can benefit (+1)</p>			/3
<p><input type="checkbox"/> Does this application offer economic and tourism benefits to Didsbury? <b>Check all that apply:</b></p> <p><input type="checkbox"/> Increased tourism to Didsbury (+1)</p> <p><input type="checkbox"/> Increased traffic for local businesses (+1)</p> <p><input type="checkbox"/> Increased awareness of Didsbury outside of community (+1)</p>			/3
<p>Does this application offer reduced costs for participation? <b>Check all that apply:</b></p> <p><input type="checkbox"/> Reduction of registration fees (+1)</p> <p><input type="checkbox"/> Equipment purchase for use by participants (+1)</p> <p><input type="checkbox"/> Free admission to event (+1)</p>			/3
<p>How does this application intend to acknowledge funding? <b>Check all that apply:</b></p> <p><input type="checkbox"/> Acknowledgement through advertising (+1)</p> <p><input type="checkbox"/> Invitation for Didsbury Town Council to attend/ participate (+1)</p> <p><input type="checkbox"/> Sponsorship package available (promotion, tickets, recognition) (+1)</p>			/3

**PLEASE NOTE – Scoring column to be completed by evaluators. Do not complete this section.**

**SCHEDULE B – Community Grant Program  
Funding Evaluation**

DIDSBURY COMMUNITY GRANT – FUNDING EVALUATION	Yes	No	Score
<p>Does your organization, through volunteerism, offer an opportunity for citizen involvement? <b>Choose one</b></p> <p><input type="checkbox"/> Community as a whole – anyone can participate, high potential for skill development (+3)</p> <p><input type="checkbox"/> Targeted – specialized skills, age range, interests required – some opportunity for skill development (+2)</p> <p><input type="checkbox"/> Specific– limited opportunities available, due to specialization or other factors (+1)</p>			/3
<p>Does this application propose to use grant funds for operational costs? <b>Choose one</b></p> <p><input type="checkbox"/> Funding will not be used for operational costs (+1)</p> <p><input type="checkbox"/> Facility costs (rent/ mortgage, utilities, insurance taxes) - <b>INELIGIBLE</b></p> <p><input type="checkbox"/> Human Resource costs (wages, benefits) - <b>INELIGIBLE</b></p> <p><input type="checkbox"/> Vehicles (vehicles, insurance) - <b>INELIGIBLE</b></p>			/1
<p>Has the applying organization received funding from other government agencies? If yes, please <b>check all that apply and list funding programs:</b></p> <p><input type="checkbox"/> Other municipal governments: (+1) _____</p> <p><input type="checkbox"/> Provincial government: (+1) _____</p> <p><input type="checkbox"/> Federal government: (+1) _____</p> <p><input type="checkbox"/> Other agencies: (+1) _____</p>			/4
<b>EVALUATION TOTAL</b>			<b>/24</b>

**PLEASE NOTE – Scoring column to be completed by evaluators. Do not complete this section.**



**Schedule C  
COMMUNITY GRANT PROGRAM - Final Grant Report**

Name of Applicant:	
Non-Profit/Charitable Registration Number	
Contact Person:	
Telephone:	
Mail Address and Civic Address	
Email Address	
Website (if applicable)	

**Reporting Requirements:**

As per Policy CS 003-26, Community Grant Program, groups receiving funding through the Community Grant Program are required to:

1. Submit a completed Community Grant Program Accounting Report on or before June 30 of the year following the year that funding was received. Groups that received funding and do not meet this requirement shall be ineligible for future Community Grant considerations.
2. Funding that is unspent within the year received must be returned to the Town of Didsbury by June 30 of the following year that funding was received, unless other considerations have been approved.
3. Acknowledge the Town of Didsbury as a contributor to their specific project, program, event or service through advertising, signage and/or event materials. Groups that receive funding and do not meet this requirement shall be ineligible for future Community Grant considerations.

**Community Grant Accounting Report – please complete the following:**

Please give a brief overview of how Town of Didsbury Community Grant funds were used:

**Please attach a final revenue and expenditure report for funds received through the  
Town of Didsbury Community Grant Program.**

Funding Amount Received	\$
Was all funding spent by June 30?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Was the Town of Didsbury publicly acknowledged for their contribution?	<input type="checkbox"/> Yes – Attach proof of acknowledgement <input type="checkbox"/> No

I, \_\_\_\_\_, confirm that the information provided in this Accounting Report for (name of organization) \_\_\_\_\_, is accurate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: CS 004-26 – Facility Discounts Policy  
ORIGINATING DEPARTMENT: Community Services  
ITEM: 8.5

---

### BACKGROUND/PROPOSAL:

Facility discounts to eligible local organizations had previously be included in Policy CS 003-24 (rescinded). Administration is recommending adoption of Policy CS-004-26 – Facility Discounts, which separates the Community Grant Program from discounts on Town-owned rental facilities.

The proposed policy ensures a clear application process for organizations seeking Town support, strengthens eligibility and approval processes, and provides for a cleaner internal process for Administration.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

**Policy CS 004-26 – Facility Discounts (attached)** – This policy governs requests for facility discounts on Town-owned rental properties.

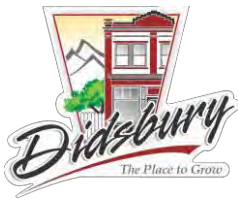
- Funding for organizations under this program is contingent on the approval of funds available through the previous years' operating budget surplus. The total funding allocated from the budget surplus will be a maximum of \$2,000, or 10% of the total surplus, whichever is less.
- Priorities for facility discount approvals include:
  - i. Local fundraising efforts that will benefit Didsbury citizens, services and/or programs
  - ii. Local events that will be attended and enjoyed by Didsbury citizens
  - iii. Annual celebrations by Didsbury non-profit organizations for their membership i.e. Year-end banquets, award ceremonies
  - iv. Training opportunities hosted by Didsbury non-profit organizations that encourage volunteerism and/or skill development within Didsbury
- Limits facility discounts to 50% of the total pre-GST value, with a maximum value of \$300 annually per organization
- Applications within the above limits and that meet the program priorities shall be approved by Administration.
- Applications that exceed the 50% discount, or \$300 annual maximum, shall be brought to Council for consideration.

### ALIGNMENT WITH STRATEGIC PLAN

#### 5. Governance & Organizational Excellence

### RECOMMENDATION

To approve Policy CS 004-26 – Facility Discounts.



---

**Policy Statement:**

Numerous non-profit organizations in our community host events and programs throughout the year to enrich the lives of our citizens, raise funds for local initiatives and bring visitors to Didsbury. Each year the Town of Didsbury receives requests for rental discounts on Town of Didsbury-owned and operated facilities. The objective of this Governance policy is to provide a framework for how the Facility Discount Program is administered.

**1. General Guidelines**

- 1.1 Funding for organizations under this program is contingent on the approval of funds available through the previous years' operating budget surplus. The total funding allocated from the budget surplus will be a maximum of \$2,000, or 10% of the total surplus, whichever is less. The Facility Discount fund allocation may vary from year-to-year, based on annual budgetary needs and the decision of Council.
- 1.2 The Facility Discount Program will be administered by the Community Services department of the Town of Didsbury, which will oversee application intake, review and approval, subject to annual budget and Facility Discount priorities.
- 1.3 Annually, Administration will provide Council with a list of all groups receiving discounts as part of the Facility Discount Program.
- 1.4 Facility Discounts will not exceed 50% of the total, pre-gst cost of the rental.
- 1.5 Facility Discounts will not exceed \$300 annually for any applying group.
- 1.6 Any Facility Discount requests that exceed 50% of the total, pre-gst cost of the rental will be required to apply to Council for consideration.
- 1.7 Organizations already receiving financial support from the Town of Didsbury will be ineligible for Facility Discount Program funding.

**2. Application and Eligibility Guidelines**

- 2.1 All submissions for the Facility Discount Program will be applied for using the Facility Discount Application Form (Schedule A)
- 2.2 Applying groups must be non-profit organizations who are registered and in good standing under one of the following acts:

**Provincial Legislation (Alberta):**

- *Agriculture Societies Act*
- *Companies Act, Part 9 (Non-profit companies)*
- *Societies Act of Alberta*
- *Special Act of the Alberta Legislature*

## **Federal Legislation (Canada):**

- *Special Act of the Parliament of Canada*
- *Canada Not-for-Profit Corporations Act* and must be registered in Alberta under the Business Corporations Act
- *Income Tax Act of Canada* and operating in the Province of Alberta (charities)

2.3 The Facility Discount Application must be completed in advance of the rental

2.4 Organizations that operate within the Town of Didsbury, and/or offer a benefit to the citizens of Didsbury through local initiatives, shall be considered for Facility Discounts.

2.5 Priority for Facility Discounts includes:

2.5.1 Local fundraising efforts that will benefit Didsbury citizens, services and/or programs

2.5.2 Local events that will be attended and enjoyed by Didsbury citizens.

2.5.3 Annual celebrations by Didsbury non-profit organizations for their membership ie. Year-end banquets, award ceremonies

2.5.4 Training opportunities hosted by local non-profit organizations that encourage volunteerism and/or skill development within Didsbury

2.6 All organizations and community event organizers that receive a Facility Discount will be required to acknowledge the Town of Didsbury as a contributor to their specific project, program, event or service through advertising, signage and/or event materials.

2.7 Applications will be accepted throughout the year, however discount availability will be contingent on funds being available.

## **3. Facility Discount Procedure**

3.1 Council will establish the annual Facility Discount allocation through their yearly budget process.

3.2 Director of Community Services will review applications for eligibility as per Section 2 of this policy.

3.3 Organizations receiving Facility Discounts will be required to complete a Rental Agreement for the facility which they are being discounted.

3.3 Organizations receiving Facility Discounts will be required to provide a refundable Damage Deposit at the time of facility booking, valued at one-day's rental of the booked facility. The Damage Deposit is not eligible for a Facility Discount.

3.4 Set-up/ take-down paid services provided by Town of Didsbury staff are not eligible for a Facility Discount.

3.5 Organizations receiving Facility Discounts will be required to provide a Certificate of Insurance, Third Party Liability Insurance and/or a valid AGLC permit, dependent on the nature of the rental.

3.6 Facilities are booked on a first-come, first-served basis and availability of facilities is not guaranteed as part of the Facility Discount Program. Applicants are encouraged to complete facility bookings as soon as possible.

## **4. End of policy**



**Schedule A  
FACILITY DISCOUNT APPLICATION**

Name of Applicant:	
Non-Profit/Charitable Registration Number:	
Contact Person:	
Telephone:	
Mailing Address:	
Email Address:	

**APPLICATION INFORMATION – Please provide answers to the questions below:**

1. Please provide a description of your organization, its' goals and objectives and who your members are.
  
2. Please describe the event or program that a Didsbury Facility Discount has been applied for.
  
3. How will the Town of Didsbury be acknowledged for this Facility Discount?

**FACILITY REQUEST**

<b>Name of Event:</b>		
<b>Date(s) of Facility Rental:</b>	<b>Start Time:</b>	<b>End Time:</b>

<b>Facility Requested (select below)</b>	<b>Rental Rates</b>
<input type="checkbox"/> Multi-Purpose Room: (please select option below) <input type="checkbox"/> MPR Only <input type="checkbox"/> MPR + Kitchen/ Bar	<input type="checkbox"/> Local - \$32/hour <input type="checkbox"/> Daily - \$255/day <input type="checkbox"/> Kitchen/Bar - \$22/hour <input type="checkbox"/> Kitchen/Bar - \$105/day
<input type="checkbox"/> Didsbury Aquatic Centre	<input type="checkbox"/> Local - \$140/hour
<input type="checkbox"/> Didsbury Arena – Main Ice	<input type="checkbox"/> Local Youth - \$112/hour <input type="checkbox"/> Local Adult - \$147/hour
<input type="checkbox"/> Didsbury Arena – Main Surface	<input type="checkbox"/> Local - \$67/hour <input type="checkbox"/> Daily - \$540/day
<input type="checkbox"/> Didsbury Arena – Leisure Ice	<input type="checkbox"/> Local - \$57/hour
<input type="checkbox"/> Didsbury Arena – Leisure Surface	<input type="checkbox"/> Local - \$25/hour <input type="checkbox"/> Daily - \$135/day
<input type="checkbox"/> Didsbury Curling Rink - Surface	<input type="checkbox"/> Local - \$35/hour <input type="checkbox"/> Daily - \$335/day
<input type="checkbox"/> Didsbury Train Station	<input type="checkbox"/> Local - \$22/hour <input type="checkbox"/> Daily - \$180/day

---

**OFFICE USE ONLY**

<b>Facility Discount Request:</b> <input type="checkbox"/> Eligible <input type="checkbox"/> Ineligible	<b>Value of Discount:</b> \$
<input type="checkbox"/> Letter of Approval <input type="checkbox"/> Copy to CSR <input type="checkbox"/> Copy to Finance	<b>Authorized By:</b>



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

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

MEETING DATE: April 28, 2026  
SUBJECT: RFP Award – Didsbury Arena Boiler + Water Storage Replacement  
ORIGINATING DEPARTMENT: Community Services  
ITEM: 9.1

---

**BACKGROUND/PROPOSAL:**

As part of the 2026 Capital Budget, Council approved a project for the replacement of the boiler and hot water storage tanks in the Didsbury Arena, valued at \$250,000.

Administration posted a Request for Proposal (RFP) on February 12, 2026, with a closing date of March 6, 2026 at 12 noon.

In accordance with Town of Didsbury Policy FIN 010 – Procurement of Goods and Services, advertising for the opportunity was posted on the Town of Didsbury website, with ads in the local newspaper running on February 17, 24 and March 3, 2026. Additionally, the package was sent via email to interested local contractors on February 12, 2026.

**DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES**

Administration received two qualified submissions to the RFP, however one applicant withdrew their proposal on April 16, 2026 to pursue other opportunities.

Council is presented with the remaining proposal for approval:

- 2216798 AB Inc. (operating as Fusion Plumbing & Heating AB) \$105,595.34

**ALIGNMENT WITH STRATEGIC PLAN**

**1. Strategically Managed Infrastructure**

**RECOMMENDATION**

To award the 2026 Didsbury Arena Boiler + Water Storage Replacement project to 2216798 AB Inc. (Fusion Plumbing & Heating AB) for a total of \$105,595.34.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

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

MEETING DATE: April 28, 2026  
SUBJECT: Community Publication  
ORIGINATING DEPARTMENT: Communications  
ITEM: 9.2

---

### BACKGROUND/PROPOSAL:

The Town of Didsbury has, in past years, produced a quarterly 'Community Guide' publication and, more recently, a monthly 'Town Hall News' newsletter that was distributed with all utility bills. The 'Community Guide' provided residents with information on recreation schedules, upcoming Town events, and Town operations in a magazine-style printed publication mailed to all residents. This publication ran until the fall of 2023.

The 'Town Hall News' was a double-sided one-pager with Town information regarding monthly recreation and event schedules. Production of this publication concluded in December 2025.

Council has expressed interest in exploring other options for communicating with stakeholders in addition to the Town website, social media channels, and weekly newspaper advertisement. There is an understanding that not all audiences are comfortable using technology and the space allotted in the newspaper is limited.

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

Administration is recommending an annual or bi-annual magazine-style Community Publication to be published by TNC Publishing Group, which will include Town of Didsbury content and opportunities for local businesses to advertise.

Content will include material for residents regarding key contacts, Town services, and local programs; information for investors about the benefits of working with the Town and developing in Didsbury; and promotions for tourists highlighting local attractions and annual events. Administration will provide all text, images, and photos and will have final sign off on the publication.

The publisher will secure all advertising and will work directly with the businesses to develop their space. The magazine will include at least 60% Town content and 40% advertising space. With a 16 page publication (average size), that translates to 10 pages of Town of Didsbury information.

There is no cost to the Town, and we will receive 1200 hard copies to distribute, as well as a digital version to include on our website. If required, we may reprint at any time. If we begin work on this immediately, we will have a magazine ready to share by the end of July.

### ALIGNMENT WITH STRATEGIC PLAN

#### 2. Vibrant & Connected Character Community

### RECOMMENDATION

To approve entering into a publishing agreement with TNC Publishing Group to produce a Town of Didsbury Promotional/Informational Community Publication.



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 28, 2026  
SUBJECT: Council Reports  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 10.0

---

### BACKGROUND/PROPOSAL:

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

Attached is a written report from Deputy Mayor Murray.

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the April 28, 2026 Council Reports as information.

# Council Report 04/28

---

## TOWN OF DIDSBURY

### SESSIONS ATTENDED

Ribbon Cutting Ceremonies

- Castle Putt
- Old Crow Antiques

### SESSIONS/CONFERENCES ATTENDED

AB MUNIS SPRING Municipal Leaders Caucus- MARCH 25-27

CAEP Board- APRIL 9

EDA Conference- APRIL 15-17

### NOTES

AB MUNIS SPRING Municipal Leaders Caucus- MARCH 25-27

- **Attended sessions with the Premier, Opposition Leader, Minister of Municipal Affairs**
- **Attended session on policing in Alberta**
- **Attended session on conduct and safeguarding as a councillor**
- **Request for Decisions of interest (all were moved forward to AB Munis Board)**
  - Town of Daysland - Police Funding Model Requisition
  - Town of Sylvan Lake - Removing GST from Municipal Franchise (Local Access) Fees Charged by Regulated Electricity and Natural Gas Utilities
  - City of Lacombe - Reconsideration of the federal decision to close the Lacombe Research and Development Centre (AAFC)
  - Town of Stettler - Ground Ambulance Request for Proposal Consultation

CAEP BOARD- APRIL 9

- **Board approve 3 year budget cycle**
  - Fees per population will remain the same for 2026 but increase in 2027 and 2028 due to provincial funding change
- **Board approved 3 year operations plan**
  - New strategy to seek industry and business membership
  - Increase municipal membership focus on retention and attraction
- **Spring AGM May 8**
  - Our membership secures us 3 registrations at a reduced rate.  
SUGGESTED ATTENDANCE- Mayor Little, Deputy Mayor Murray,  
Councillor Mahon, CAO Simpson

EDA Conference- APRIL 15-17

- **Sessions attended**
  - Tourism and Creative Services Roundtable
  - Invest Alberta- Communities Who Win
  - Fortis- Being Development Ready
  - Rural Development Network- Housing Solutions
  - EDA- Elected Officials Meet and Greet
  - EDA-Community Awards of Excellence
  - Alberta Logistics- Next Generation Economic Infrastructure
  - EDA-Alberta at a Crossroads Nationally-Leading Internationally
  - EDA- Be Bold or Be Left Behind
  - EDA- Economic Futures-Alberta's Outlook



## REGULAR COUNCIL MEETING Request for Decision (RFD)

*Vision: The Place to Grow.*

*Mission: Creating the Place to Grow.*

MEETING DATE: April 28, 2026  
SUBJECT: Correspondence & Information  
ORIGINATING DEPARTMENT: Legislative Services  
ITEM: 11.0

---

### BACKGROUND/PROPOSAL:

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

### DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

The following correspondence items can be found attached

- Mountain View Regional Water Services Commission – Response to Questions
- Mountain View Hospice Society – Golf Classic Sponsorship Request
- Central Alberta Economic Partnership – Membership Renewal and 2025 Year in Review
- Letter from Lori Adamchick

### ALIGNMENT WITH STRATEGIC PLAN

5. Governance & Organizational Excellence

### RECOMMENDATION

To accept the correspondence for April 28, 2026 as information.

# Responses to Submitted Questions – Commission Operations & Asset Management

## 1. Asset Management

### Purpose in Commission Operations:

- Comprehensive system documenting all Commission facilities and equipment.
- Example: Valves used in water flow control are tracked by type, manufacturer, installation year, and maintenance schedule.
- Operators access detailed information via computer screens.
- Community engagement: Demonstrations available at Commission offices.

### Purpose for Towns:

- Provides financial valuation of assets, life expectancy, and projections for future water rates.
- Supports calculation of rates to meet long-term sustainability standards.

### Business Plan Integration:

- Updated every 5 years as required by Municipal Affairs.
- Covers:
  - Projected water use over 25 years
  - Anticipated capital upgrades and replacements
  - Alberta Utilities Commission (AUC) rate model
  - Cash model for rate projections
- 25-year horizon aligns with provincial grant funding guidelines.
- Administration seeks Board approval to update the Business Plan and develop an asset management report for the Towns.

## 2. Long-Term Strategy

### Debt Management:

- Debt is used to finance projects while ensuring future users pay for assets in use.
- AUC project funding formula:

- 60–70% borrowing
  - 30–40% grants/reserves
- Exceeding debt limits requires Minister of Municipal Affairs approval with repayment plan.
- Example: Didsbury–Crossfield line twinning followed this framework.
- Board reviews all borrowing to ensure project necessity and reasonable rate impact.

#### **Project Prioritization:**

- Projects selected based on priority and necessity.
- Board oversight ensures projects are financially reasonable and sustainable.

### **3. New Members**

#### **Policy:**

- No new members added in 35 years.
- New water users must:
  - Pay all costs of joining
  - Meet additional Board requirements
- Nearby Town members (within 16 km) have veto rights over new additions.

### **4. Rate Stability**

#### **Challenges:**

- Shared concerns: inflation, rising construction costs, operational sustainability.
- Board mandated to avoid operational deficits.

#### **Rate Setting:**

- Balances affordability with long-term stability.
- MV rates among the lowest in Alberta.
- Provincial guidance: gradual rate increases to align with other commissions and fund capital projects.

## **5. Access to Drawings & Planning Support**

### **Procedure:**

- Drawings available via phone request.
- Commission requires notification of right-of-way activities due to surface use limitations.
- Commission assists with planning by staking routes when necessary.



Jocelyn Baxter &lt;jbaxter@didsbury.ca&gt;

## Fwd: MVHS Golf June 11, 2026 - Silent auction item request

1 message

Wed, Apr 15, 2026 at 5:39 PM

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

From: **Mary Smith** [REDACTED]  
 Date: Wed, Apr 15, 2026 at 11:10 AM  
 Subject: RE: MVHS Golf June 11, 2026 - Silent auction item request  
 To: undisclosed [REDACTED]  
 CC: Student Worker <[REDACTED]>

Dear Community member,

I hope this message finds you well!

We are excited to prepare for our upcoming **Mountain View Hospice Society Golf Classic**, and we are reaching out to invite your support in making this event a success.

One of the highlights of the tournament is our **silent auction**, which plays an important role in helping us raise funds to continue offering compassionate hospice, bereavement, and navigation services at no cost to individuals and families in our community.

We would be incredibly grateful if you would consider contributing an item, service, or experience to our silent auction. Popular items include:

- Gift baskets or gift cards
- Experiences (golf passes, event tickets, getaways)
- Services or professional offerings
- Unique or locally made items

Your generosity not only supports a meaningful cause but also provides great visibility for your business within our community.

Attached, you will find:

- Our **Sponsorship Package**, which outlines additional ways to get involved
- **Tournament Registration Information**, should you wish to join us on the course

<https://www.canadahelps.org/en/charities/olds-district-hospice-society/events/mvhs-golf-classic/>

This year's Golf Classic promises to be a fantastic day of connection, community, and purpose—and we would love to have you be part of it.

If you are interested in donating or have any questions, please don't hesitate to reach out. We would be happy to arrange pick-up or discuss ideas with you.

Thank you for your continued support of Mountain View Hospice Society. Because of community partners like you, we are able to ensure that no one faces end-of-life or grief alone.

Warm regards,  
 Mary Smith  
 Executive Director  
 Mountain View Hospice Society

--  
 Mary Smith (she/her)

•  
Executive Director, Mountain View Hospice Society

Cell: [REDACTED] Email: [REDACTED]



Mountain View  
Hospice Society

**Confidentiality Notice:** *This email and any attachments are intended only for the named recipient and may contain confidential or privileged information. If you have received this message in error, please notify the sender immediately and delete it from your system. Any unauthorized use, duplication, disclosure, or distribution is strictly prohibited. Even if you are the intended recipient, please do not share, copy, or distribute this message or its contents without explicit permission from the sender.*

---

 **Copy of 2026 MVHS Sponsorship Package.pdf**  
2367K



**Mountain View Hospice Society**

*Compassion - Community - Respect*

## **2026 Sponsorship Package**

Your assistance greatly contributes to enabling individuals to age healthy and approach the end of their lives with the same peace, happiness, and dignity with which they lived their lives.

# WE ARE AN INVESTMENT YOU CAN TRUST

Our mission is to provide quality, compassionate care for those facing chronic and terminal illness by offering physical, psychological, emotional, spiritual and educational support to individuals, their families and community at the end of life and during bereavement.

We are a dedicated community collective in Mountain View County, committed to providing exceptional palliative care both locally and in neighboring areas. Our wide range of services includes hospice, grief & bereavement and Navigation support along with our community thrift store.

To achieve these objectives, we depend on a team of compassionate, well-trained volunteers who generously contribute their expertise and care to those in need, and community supporters like you.

Year	New Clients per year/ Includes Consults	Total Clients Served
2021	77	484
2022	60	544
2023	70	614
2024	164	772
2025	185	957

## Navigation Care Support

Volunteer navigators enhance the lives of individuals living with chronic or terminal illness by offering compassionate emotional and social support, connecting them to essential community services through social prescribing, and providing transportation to medical appointments.

Year	New	Current
2021	10	28
2022	8	26
2023	26	45
2024	43	88
2025	31	93

## Bereavement Support

The Society provides meaningful, one-on-one bereavement support through our Bridging Program, which includes four complimentary individual sessions. Clients may choose to continue with their facilitator in private practice or join our free eight-week group sessions offered each spring and fall. Whether navigating the early days of grief or seeking ongoing support, our services offer care, connection, and understanding every step of the way.

Year	New	Current
2021	24	38
2022	15	31
2023	10	24
2024	31	55
2025	20	71

## Client Services

### Nu2U Thrift Store

Our thrift store supports the community by offering affordable items, reducing waste, and promoting reuse. Nu2U provides a welcoming space to connect, volunteer, and build social ties. It also helps newcomers and those rebuilding their lives with low-cost essentials and a sense of belonging.

### Hospice Support

The Society offers compassionate hospice support at home, in hospital, or in one of our two community hospice suites. These suites provide a peaceful, home-like space for clients and families to be together. With the support of our trained palliative volunteers, no family faces the journey alone. All services are free, offering comfort when it matters most.

# GOLF TOURNAMENT SPONSORSHIP

Thursday, June 11, 2026

Our annual golf tournament is a great opportunity to showcase your business while supporting a fun, engaging event in your community. We have a wide variety of sponsorship options that may suit your needs and your budget.



	Platinum Presenting Sponsor \$6000	Gold Prize Sponsor \$3000	Silver Golf Cart Sponsor \$2500	Bronze Welcome Sponsor \$1500	Breakfast Sponsor \$1000	Happy Cart Sponsor \$1000	Hole in One Sponsor \$1000	Hole Sponsor \$750	Lunch Hole Sponsor Provide Food	Online Auction Sponsor \$500
Opportunities	1	2	1	1	1	1	1	10	3	1
# of entry fees included	8	4	2							
Opportunity to speak & present @ reception	✓	✓								
Company banner placement (you provide)	Unlimited	At your hole	Name & Logo on golf cart	Registration table	Breakfast table		At Hole	At Hole	At Hole	Auction table
H-Stand Signage (we provide)	5	4	2							
Opportunity for hole engagement	✓	✓								
Opportunity for volunteer participation	Several	Several	Several	Registration table	Breakfast table	Driving Happy Cart	At Hole	At Hole	At Hole	
Recognition on radio ads & in print	✓	✓	✓							
Recognition on all social media platforms	✓	✓	✓	✓	✓	✓				
Proud sponsor graphic provided	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

For more information, please contact Mary Marshall @

## PLATINUM SPONSOR (Presenting)

\$6,000  
1 Opportunity

### Includes:

- 8 entry fees, including carts
- Opportunity to speak & present @ reception
- Company banner(s) placed on site (you provide)
- 5 coroplast H-stands (we provide)
- Opportunity for hole engagement
- Opportunity for volunteer participation
- Recognition on radio & all social media platforms
- Proud sponsor graphic provided & sized for social media

## GOLD SPONSOR (PRIZE)

\$3,000  
2 Opportunities

### Includes:

- 4 entry fees, including carts
- Opportunity to speak & present @ reception
- Name & logo @ prize holes & on prize table
- 4 coroplast H-stands signage (we provide)
- Opportunity for volunteer participation
- Recognition on radio & all social media platforms
- Proud sponsor graphic provided & sized for social media



## SILVER SPONSOR (Golf Cart)

\$2,500  
1 Opportunity

### Includes:

- 2 entry fees, including carts
- Name & logo on golf cart
- Option for company swag giveaway on cart
- 2 coroplast H-stands signage (we provide)
- Opportunity for volunteer participation
- Recognition on radio & all social media platforms
- Proud sponsor graphic provided & sized for social media

## BRONZE SPONSOR (Registration Table)

\$1,500  
1 Opportunity

### Includes:

- Company banner at registration table (you provide)
- Opportunity for volunteer participation (at registration table)
- Recognition on all social media platforms
- Proud sponsor graphic provided & sized for social media

## BREAKFAST SPONSOR

\$1,000

1 Opportunity

### Includes:

- Company banner (you provide) at breakfast table
- Opportunity for volunteer participation (at breakfast table)
- Recognition on all social media platforms
- Proud sponsor graphic provided & sized for social media

## HAPPY CART SPONSOR

\$1,000

1 Opportunity

### Includes:

- Name & logo on happy cart
- Opportunity for volunteer participation (driving happy cart)
- Cart will have coffee w/ Baileys in the morning and beer in the afternoon
  - Recognition on all social media platforms
  - Proud sponsor graphic provided & sized for social media



## HOLE SPONSOR

\$750

10 Opportunities

### Includes:

- Set up booth & company banner (you provide) at your hole
- Opportunity for volunteer participation
- Proud sponsor graphic provided & sized for social media

## HOLE IN ONE SPONSOR

\$1,000

1 Opportunity

### Includes:

- Set up booth & company banner (you provide)
- Opportunity for volunteer participation
- Proud sponsor graphic provided & sized for social media



## LUNCH HOLE SPONSOR PROVIDE FOOD

3 Opportunities

### Includes:

- Provide food for the golfers at your hole location
- Set up booth & company banner (you provide) placed at your hole
- Opportunity for volunteer participation at your hole
- Proud sponsor graphic provided & sized for social media

## ONLINE AUCTION SPONSOR

\$500

1 Opportunity

### Includes:

- Name & logo on silent auction table
- Logo placement on online auction link
- Proud sponsor graphic provided & sized for social media



## OTHER WAYS TO SUPPORT

- Donate an item for our silent auction for our Golf Classic
- One time donation or monthly donations through Canada Helps
  - Plan a third party fundraiser
  - Plan a legacy donation
  - Provide a gift in memory of a loved one
- Donate items to Nu2U Community Thrift Store
  - » Join the Board of Directors
  - » Become a client support volunteer
  - » Volunteer at Nu2U Community Thrift Store
  - » Become a volunteer driver



April 16, 2026

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

Attention: Deputy Mayor Bob Murray

Dear Deputy Mayor Murray,

On behalf of Central Alberta Economic Partnership (CAEP), thank you for your continued leadership and commitment to advancing economic development across our region.

Please find attached your membership renewal invoice for 2026 – 2027.

Your membership is more than a contribution—it is a partnership. Together, we are building a stronger, more competitive Central Alberta by working collectively to attract investment, support business growth, and strengthen the economic resilience of our communities.

CAEP exists to bring municipalities together around a shared purpose: regional collaboration. By aligning our efforts, we amplify our impact—ensuring Central Alberta is not only investment-ready, but also positioned as one of the best places to live, work, and do business.

Through your membership, you are part of a coordinated regional approach that:

- Advances investment attraction and community readiness
- Connects municipalities with industry, government, and opportunity
- Provides access to data, insights, and tools that support informed decision-making
- Creates opportunities for collaboration through committees, events, and regional initiatives

**Central Alberta Economic Partnership Ltd.**

Address:

Investcentralalberta.ca

Equally important, CAEP serves as a convener—bringing members together to share knowledge, align priorities, and advocate collectively for the long-term prosperity of Central Alberta.

Also attached to this membership package is a Year-End Review document that outlines what CAEP has accomplished over the past year, as well as our plans for 2026-2027. More details will be presented at our Annual General Meeting on May 8, 2026 in Ponoka, Alberta. Register for your ticket now through the CAEP website at:  
[www.investcentralalberta.ca/event-list](http://www.investcentralalberta.ca/event-list)

Thank you again for your ongoing support and partnership. If you have any questions or would like to discuss how to further leverage your membership, please don't hesitate to reach out.

Sincerely,



Paul Salvatore  
Executive Director, Central Alberta Economic Partnership

Phone: [Redacted]  
Email: [Redacted]



Central Alberta  
Economic  
Partnership

# Year-In-Review: 2025 - 2026

March 31, 2026

# About CAEP

**Central Alberta Economic Partnership (CAEP)** is a regional economic development organization whose mission is to **strengthen and grow the economy across Central Alberta**. Originally created by the Government of Alberta, we are now an independent, not-for-profit organization that brings together communities, industry, and local businesses to align priorities, attract investment, and support economic growth—because we know we’re stronger and more competitive when we work collectively rather than individually. We are:

- **A catalyst** for regional competitiveness, investment readiness and attraction
- **Industry connectors** – improving industry awareness - leading to better opportunities
- An “Arms Length” Part 9 Corporation with 30+ municipal and industry members representing 300,000 Central Albertans, 175 Elected officials and the region’s 25,000 businesses.
- Powered by a dedicated Board of Directors and Industry partners.
- We amplify wins and build relationships—through member engagement, events, project sponsorship and creating a better understanding of economic development, **supporting all of our communities.**



# The Evolution of CAEP

- **1998** – CAEP is founded when a regional committee approaches the Government of Alberta (GOA) for funding. CAEP is funded as a “Part 9,” not-for-profit organization under the Municipal Government Act.
- **2004** – CAEP has 4 GOA staff, offices in the Red Deer Provincial Building and 40 member municipalities. **CAEP’s budget is \$1 million+ per year.**
- **2016** – The GOA changes its funding model and no longer provides staff for CAEP operations. CAEP hires its own Executive Director, who becomes CAEP’s only full-time staff person.
- **2016 – 2025** – CAEP’s membership model holds per capita membership fees to minimal year-over-year increases, straining service capacity; the GOA announces it will end CAEP’s funding in March 2027.
- **Today** – CAEP is actively redefining its role as a catalyst for economic development in Central Alberta, helmed by Paul Salvatore, Executive Director and Marta Bristow, Director of Strategic Initiatives.



## Your CAEP Team



### **Paul Salvatore, Executive Director (full time role)**

Phone: [REDACTED]

Email: [REDACTED]

As the leader of a membership organization, Paul's main focus is **building and strengthening CAEP's membership, regional partnerships, and government relations**

He is also responsible for overseeing CAEP Operations:

- Administration and Finance functions
- Marketing and Communications
- Membership Management and Development
- Project Development and Implementation



### **Marta Bristow, Director of Strategic Initiatives (0.25 role / approx. 10 hrs per wk)**

Phone: [REDACTED]

Email: [REDACTED]

Marta's role involves helping to manage CAEP Operations, and leading special initiatives, e.g. grants, projects, courses and workshops, meetings and events.

# CAEP's Board of Directors



CAEP is overseen by a dedicated volunteer Board of Directors elected by CAEP members. Board meetings are held regularly throughout the year. Positions are three-year terms, with elections held annually at our Fall General Meeting to fill vacant positions (terms are staggered, to avoid a complete turnover of board members). CAEP's Board Members are:

Jean Barclay – Chair  
Town of Innisfail

Jordon Northcott  
Clearwater County

Ben Allan (*Associate Member Rep*)  
Red Deer Polytechnic

Barry Kletke – Vice-Chair  
Town of Trochu

Justin Sinclair  
Town of Rocky Mountain House

Leonard Standingontheroad  
Montana Nation

Bob Murray – Secretary  
Town of Didsbury

Neil Young  
Village of Beiseker

Amy Merrill (*Business Rep*)  
Kneehill County

Lee Girard – Treasurer  
Red Deer County

Brenda Knight  
Lacombe County

Kevin Stalker (*Business Rep*)  
Town of Rocky Mountain House

Chad Krahn  
City of Red Deer

# CAEP Strategic Plan 2025-2027



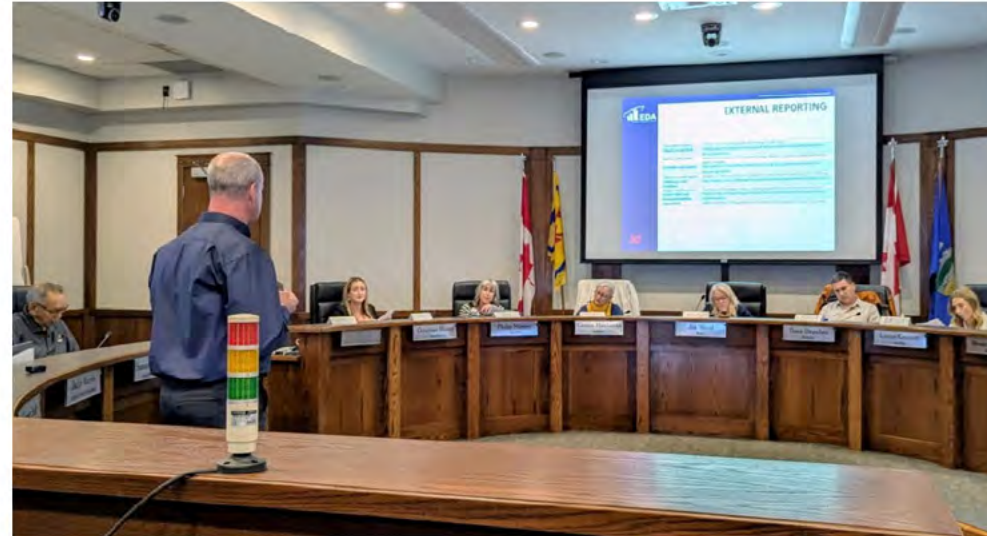
In February 2025, CAEP created a 2025 - 2027 Strategic Plan. At the heart of the strategy is CAEP's mission: **Empowering Investment Attraction in Central Alberta.**

We do this by:

- Providing **access to Economic Development expertise**
- Creating investor-focused **community economic profiles and data**
- Delivering **projects to advance regional economic development**
- Offering strategic **training and development** activities and timely **member communications**
- Developing and implementing a **government relations strategy**
- **Building and expanding relationships** with regional partners
- Providing **networking opportunities** through member events

At the 2026 Spring Annual General Meeting, **CAEP will unveil a new 3-Year Business Plan.** This new plan will build on the work accomplished over the past two years and set a bold new direction for regional economic development in Central Alberta.

# A Look Back at 2025 - 2026



# Key Projects and Events Delivered in 2025 - 2026

## Site Link Forum Event: September 3-5, 2025

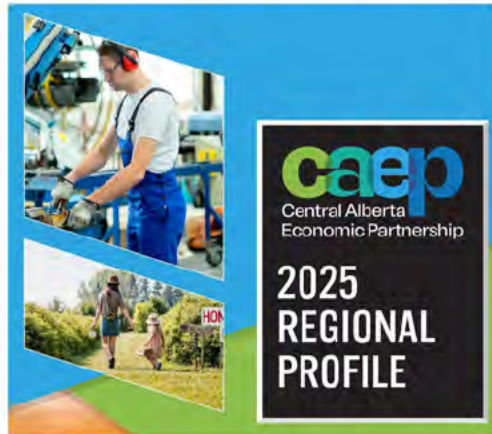
CAEP hosted the SiteLink Forum Event in Red Deer County on September 3 – 5, 2025. The event was a valuable opportunity to hear from international site selectors and connect with leaders in economic development, construction, architecture, engineering, and real estate to network, gather insights, and share expertise.

Highlights from the event included:

- Presentations and networking with 8 international site selectors, with expert advice on how to position the region for investment opportunities
- Complimentary registrations for CAEP member communities
- Exclusive dinner for CAEP members with the site selectors
- Expert speakers offering insights on regional competitive advantages
- Showcase tour of the CAEP region for the visiting site selectors



# Key Projects and Events Delivered in 2025 – 2026 (cont.)



## Community Investment Readiness Profiles

CAEP partnered with the Northern and Regional Economic Development (NRED) Program to commission Community Profiles for 10 CAEP member communities. These profiles support economic development efforts, build a common understanding of local economic development and community assets, improve overall investment readiness, and help members respond to investment inquiries. This project also included a Central Alberta Regional Profile that covers the full CAEP region, now on CAEP's website.



## Strategic Advocacy: The Connections Corridor Pre-Feasibility Study Update

CAEP and other regional partners commissioned an updated pre-feasibility study for the proposed "Howse Pass Corridor." This corridor is a road that would create a more direct transportation route between BC and central Alberta, running from Highway 1, just north of Golden BC, to Saskatchewan River Crossing in Alberta. This study update was initiated by CAEP's Transportation and Logistics committee, chaired by Ian Oostindie, and was completed in February 2026. The final report will provide the basis for future feasibility studies and discussions.

# Projects and Events Delivered in 2025 – 2026 (cont.)

## Economic Development Training and Courses

CAEP partnered with the Economic Developers of Alberta (EDA) Institute to deliver four economic development courses in 2025 – 2026. CAEP members received free registration to all courses:

[Business Retention and Expansion](#)

May 26, 2025, Olds

[Establishing the Foundation](#)

March 24, 2026, Red Deer

[Performance Measurement in Economic Development](#)

June 27, 2025, Red Deer County

[Fundamentals of Rural Economic Development](#)

April 29, 2026, Blackfalds

## The Secret Sauce: Economic Development for Elected Officials Workshop

CAEP developed a 1.5-hour workshop for elected officials to expand their understanding of how their decisions can help shape community growth and make a measurable impact. This session unpacks what actually moves the needle on economic development: aligning council priorities, streamlining permitting, packaging serviced land, and building investor confidence through clear, consistent data. Participants learn the “secret sauce” behind successful local economic growth—and how opportunities can lead to tangible investment with the support of CAEP and our regional partners. **This workshop was launched at the Fall 2025 Fall General Meeting and is delivered to CAEP members upon request.**

# Projects and Events Delivered in 2025 – 2026 (cont.):

## Launch of Team Central Alberta

At the Fall 2025 General Meeting, CAEP launched **Team Central Alberta**, an exciting new initiative to engage regional businesses and industries in working together to drive growth in key sectors. These include: transportation and logistics, agri-food and ag-tech, energy, carbon capture and storage, advanced manufacturing, and digital infrastructure. Team Central Alberta benefits include:

- Accelerated access to decision-makers, regional data, and support from the Team Central Alberta network and municipal leaders.
- Elevated exposure and profile through CAEP event sponsorships and promotional activities.
- Thought leadership opportunities such as speaking engagements and lunch and learn events.
- Invitations to networking events structured to strengthen regional connections.
- A seat at the table for developing regional economic policies that support certainty and success.
- Opportunities to participate in trade missions.

Team Central Alberta will take off more fully in the upcoming year, with numerous projects planned (details on the following pages).

# What to Expect in 2026 - 2027...



**Team  
Central  
Alberta**

**One Region  
Infinite Opportunities**

# New Initiatives for 2026 - 2027

Here are some of the many projects and initiatives CAEP has planned for 2026-2027. More details will be presented at the Spring General Meeting on May 8, 2026.

- Continued expansion of **Team Central Alberta**
  - Paul will work with regional partners to build the Team Central Alberta network, including local businesses, large companies, industry associations, post-secondary institutions and innovators—all of whom are committed to investment, job creation and productivity.
- A new **Economic Data Portal** with clear, consistent and current data for CAEP members
  - **Every CAEP municipal member will have a dedicated community dashboard of key economic data** to support economic development efforts, improve overall investment readiness, and help members respond to investment inquiries.
- **Regional Land Development and Investment Attraction Strategy** for Central Alberta
  - Phase 1: series of workshops to develop 3 aspects of the strategy:
    - Identifying investment-ready sites
    - Opportunities and trends in commercial real estate
    - Creating conditions for affordable housing

## New Initiatives for 2026 – 2027 (cont.)

- Strategic advocacy and international market development
- Economic development workshops and other events
  - Continue delivering the **Secret Sauce: Economic Development for Elected Officials** session
  - New EDA workshops; Lunch and Learns with regional industry partners
- CAEP Members-only Website Portal with economic development tools and resources
- Development of a digital marketing plan to enhance CAEP communications through website, newsletter, social media and other channels
- Completion of an MOU with Red Deer Polytechnic

### Other focus areas:

- **Government Relations:** Continue building and strengthening relationships with federal, provincial and municipal governments
- **Modernizing CAEP's Articles of Association** (revisions will be presented to CAEP members for a vote at the Spring 2026 AGM)

# CAEP Members 2026 Meeting Schedule



**2026 Spring Annual General Meeting**  
**Friday, May 8, 2026**

Wolf Creek Golf Resort, Ponoka

For more details and to register, visit:  
[www.investcentralalberta.ca/event-list](http://www.investcentralalberta.ca/event-list)



**2026 Fall General Meeting**  
**Wednesday, November 18, 2026**

Lacombe Golf and Country Club, Lacombe

**SAVE THE DATE!**  
Registration will open closer to the event.

# Contact Us



**Paul Salvatore, Executive Director**

Phone: [REDACTED]  
Email: [REDACTED]



**Marta Bristow, Director of Strategic Initiatives**

Phone: [REDACTED]  
Email: [REDACTED]

**Please reach out to us any time. We'd love to hear from you!**

---

[www.investcentralalberta.ca](http://www.investcentralalberta.ca)



Central Alberta  
Economic  
Partnership

Empowering Investment Attraction in **Central Alberta**



**Thank you for your support!**

**[www.investcentralalberta.ca](http://www.investcentralalberta.ca)**



Jocelyn Baxter &lt;jbaxter@didsbury.ca&gt;

---

## Request for Strengthened Transparency and Compliance with the Municipal Government Act

---

Lori Adamchick [REDACTED]  
 To: commrelations@didsbury.ca

Thu, Apr 23, 2026 at 2:20 PM

Dear Mayor, Councillors, and Chief Administrative Officer,

I would like to request that my letter be included in the next Council Agenda Package.

I am writing to formally request that the Town Council of Didsbury and the municipal Administration adopt practices that more fully reflect the transparency commitments made during the most recent municipal election, as well as the requirements set out in the Municipal Government Act (MGA).

In reviewing Didsbury Town Council Minutes date from November 10-2025 to March 24, 2026 I found the following details that supports my concerns regarding transparency,

- The public portion of the meetings including all of the parliamentary processes, delegations and question period consisted of 11 hours and 46 minutes, whereas the closed meetings/discussions were 15 hours and 2 minutes.
- 56 % of the Town Council business was conducted in closed meetings (with the March 24, 2026 meeting being an outlier of only 27%)

The average typical norms for closed meetings for municipal councils is between 10 and 20%

- There were 35 Closed meeting items with only 20 resolutions and 15 (or) 42% of discussed items not reported on. (i.e provided a resolution, tabled or carried forward)

The MGA establishes clear expectations that municipal councils conduct their business openly and remain accountable to the citizens they serve. While councils are granted authority through legislation, their legitimacy is grounded in public trust. For this reason, it is essential that residents be able to take an active interest in the development, direction, and decision-making of their local government.

To support these principles, I respectfully submit the following expectations:

### **1. Ensure Closed Meetings Are Used Only When Permitted Under the MGA**

Closed (in-camera) meetings must be limited to matters where public disclosure could be harmful, such as:

- Third-party business interests
- Personal privacy
- Individual or public safety
- Confidential evaluations
- Law enforcement matters

- Intergovernmental relations
- Economic or other municipal interests

In practical terms, closed sessions should be reserved for **Labour, Land, or Legal** matters.

The following topics **cannot** be discussed in closed meetings:

- Budget deliberations
- Taxation matters (assessments, mill rates, penalties)
- Capital expenditures
- Contentious or sensitive local issues
- Bylaw amendments, including land-use bylaws
- Subdivision proposals
- Tax recovery matters
- Staffing levels, budget requirements, or salary ranges

Limiting closed meetings to the narrow categories permitted under legislation would significantly strengthen transparency and public confidence.

## **2. Clearly Delineate Closed-Meeting Agenda Items**

Closed-meeting agenda items should provide enough information for the public to understand the general subject matter without disclosing confidential details.

For example, the March 10, 2026 agenda included:

- 12.1 Proposal - Section 29 of ATIA
- 12.2 Proposal - Section 29 of ATIA
- 12.3 Land Updates Section 29 of ATIA

These descriptions are so broad that they do not meaningfully inform citizens. A more transparent approach would be:

- **12.1 Proposal for the Town of Didsbury to Host a Community Event – Section 29 of ATIA**
- **112.2 Proposal to Contract an Event Coordinator for the Community Event– Section 29 of ATIA**
- **12.3 Land Update – Shantz Crossing Lot 100 (Section 28 ATIA)**

This maintains confidentiality while still providing clarity.

## **3. Reference Agenda Items When Motions Arise from Closed Meetings**

When a motion results from a closed-meeting discussion, it should reference the originating agenda item to ensure traceability.

For example, motion **RES 124-26**, moved by Deputy Mayor Murray regarding a community event to coincide with the Didsbury Rodeo, appears to have originated from a closed-meeting discussion. However, without agenda cross-referencing, this cannot be confirmed.

If motions referenced their source (e.g., “arising from Item 12.1”), residents would be able to follow the progression from discussion to decision.

Additionally, based on subject matter, Items 12.1 and 12.2 do not appear to fall within the categories that justify a closed meeting under the MGA. Discussions about community events do not typically meet the threshold of Labour, Land, or Legal matters. Conducting such discussions openly would better support the MGA’s intent and allow citizens to participate meaningfully in community development.

These recommendations are offered in the spirit of constructive engagement and a shared commitment to transparent, accountable governance. By adopting these practices, the Town of Didsbury can strengthen public trust, improve communication, and ensure alignment with both legislative requirements and the values expressed during the municipal election.

Thank you for your consideration. I welcome continued dialogue on these important matters.

Sincerely,

Lori Adamchick



Didsbury, AB